ITASCA COUNTY
BOARD OF COMMISSIONERS

Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744
(218) 327-2847

Tuesday, July 23, 2024 | 2:30 PM | Itasca County Boardroom

FINAL

REGULAR SESSION MINUTES

I. CALL TO ORDER

Chair Johnson called the meeting to order at 2:30 PM.

Attendee Name	Title	Status	Arrived
Cory Smith	District #1	Present	2:30 PM
Terry Snyder	District #2	Present	2:30 PM
John Johnson	District #3	Present	2:30 PM
Burl Ives	District #4	Present	2:30 PM
Casey Venema	District #5	Present	2:30 PM

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF AGENDA

Motion To: Add Item #6.11 (Offer of Employment for Veterans Service Officer Position), amend Item #6.7 (SMART Off-Road Data Gathering Project), and approve the agenda, as amended.

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Cory Smith
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

IV. MINUTES APPROVAL

Motion To: Approve the minutes, as delineated below.

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Casey Venema
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

1. Approve the minutes of the Tuesday, July 16, 2024 County Board Work Session.

V. CONSENT AGENDA

Motion To: Approve the Consent Agenda, as delineated below.

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Cory Smith
SECONDER:	Commissioner Burl Ives
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

1. Approve a One Day Liquor License for North Central Minnesota Farm and Antique Association for August 10, 2024 at the Blackberry Farm located at 25313 US Hwy 2, Grand Rapids, MN 55744.

2. Accept CY 2025 Child Welfare / Juvenile Justice Screening Grant in the amount of $50,060 and authorize necessary signatures.
3. Authorize Itasca County Public Health to submit an application for up to $900,000 in response to the Minnesota Department of Human Services/Behavioral Health Division's RFP to Provide Opioid Epidemic Response Services.
4. Approve the final payment for Contract 2024-02, SAP 031-030-003 for the 2024 Pavement Markings project, and authorize the County Board Chairperson and Clerk to the County Board to sign the necessary documents.
5. Approve the Forest Service Stewardship Agreement 24-SA-11090300-024 between Itasca County and the Chippewa National Forest Service and authorize the County Engineer to sign the agreement.
6. Adopt the Resolution Re: Approving Conveyance of Certain Property Owned by the County and the City of Grand Rapids to the Grand Rapids Economic Development Authority, which approves a Purchase Agreement between the County, City and the Grand Rapids Economic Development Authority (GREDA), and authorize necessary signatures.
7. Approve the Memorandum of Agreement between Cass County Sheriff's Office and Itasca County Sheriff's Office and authorize necessary signatures.

VI. REGULAR AGENDA

1. Citizen Input

   No citizen input provided.

2. Recognition of County Employees

   The following employees were recognized:

   Welcome to new employee, Kaleb Plate, Helpdesk Technician with the MIS Department, which was effective July 22, 2024.

   Congratulations to Jill Day who transferred from Administrative Assistant in the Environmental Services Department to Human Resources Assistant in the HR Department, which was effective July 21, 2024.

   Congratulations to Lisa Munger who transferred from Lead Eligibility Specialist to Eligibility Specialist in the HHS Department, which was effective July 21, 2024.

RESULT:	**INFORMATIONAL - NO ACTION TAKEN**

3. Commissioner Warrants

   Motion To: Approve Commissioner Warrants with a check date of July 26, 2024, in the amount of $2,011,101.65.

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Cory Smith
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

4. ICHHS Warrants

   Motion To: Approve the Itasca County Health and Human Services (ICHHS) Department Warrants for July 2024, in the amount of $1,524,516.97.

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Burl Ives
SECONDER:	Commissioner Cory Smith
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

5. IMCare Compliance Plan, Standards of Conduct and Policies and Procedures

Motion To: Approve IMCare Compliance Plan, Standards of Conduct and Policies and Procedures.

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Burl Ives
SECONDER:	Commissioner Cory Smith
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

6. Schedule Public Hearing Re: Adoption of a Short-Term Rental Ordinance

Motion To: Schedule a Public Hearing Re: Adoption of a Short-Term Rental Ordinance for the purpose of receiving public comment on revisions to the proposed Short-Term Rental Ordinance and the adoption of the same to be held at the Wednesday, August 14, 2024 County Board Regular Session, which begins at 2:30 p.m.

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Casey Venema
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

7. SMART Off-Road Data Gathering Project

Motion To: Approve submission of the Off-Road Data Gathering Project through the Strengthening Mobility and Revolutionizing Transportation (SMART) Grant through the US DOT and authorize necessary signatures.

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Cory Smith
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

8. Tax Forfeiture Class Action Settlement and Legislation Update

Land Commissioner Kory Cease and County Auditor/Treasurer Austin Rohling provided an update on new Minnesota tax forfeiture legislation.

Motion To: Approve Itasca County as a participating county in the Minnesota Property Tax Forfeiture Class Action Settlement.

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Cory Smith
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

9. Position Creation – Grade 10 Road Deputy

Motion To: Authorize the creation of one (1) Grade 10 Road Deputy position under the LELS 493 Collective Bargaining Agreement in the Sheriff's Office.

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Burl Ives
SECONDER:	Commissioner Cory Smith
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

10. Canisteo Boat Landing

Commissioner John Johnson and Land Commissioner Kory Cease provided information regarding the possibility of returning the Canisteo Boat Landing to public and emergency access.

Motion To: Instruct Land Commissioner Kory Cease to go forward with seeking to return the Canisteo Boat Landing to public and emergency use.

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Burl Ives
SECONDER:	Commissioner Cory Smith
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

11. Officer of Employment for Veterans Service Officer Position

Motion To: Authorize offer of employment for the Veterans Service Officer position to John Prepodnik at Grade 11, Step 2 ($66,060.80) of the ICMA pay scale for a four-year term effective July 29, 2024 through July 28, 2028.

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Cory Smith
SECONDER:	Commissioner Burl Ives
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

VII. COMMISSIONER COMMENTS

Commissioner Ives provided comment regarding tax forfeited properties and welcomed Veterans Service Officer John Prepodnik and the Minnesota Wastewater Operators Association (MWOA) Annual Conference to Itasca County.

Commissioner Snyder provided comment regarding Budget Work Sessions and encouraged the public to attend.

Commissioner Smith provided comment regarding a recent meeting with a potential manufacturer.

Commissioner Venema provided comment regarding a recent 169 Coalition meeting.

Commissioner Johnson provided comment regarding mitigation efforts relative to the recent incident at the Clay Boswell plant, a recent meeting with a potential manufacturer, his attendance at the recent Arrowhead Regional Development Commission (ARDC) meeting and the Blackberry Car Show, and encouraged the public to attend the North Central Research & Outreach Center (NCROC) Visitor's Day.

County Attorney Jacob Fauchald provided an Assistant County Attorney hiring update, as well as a statement regarding recent Highway 169 fatalities in Nashwauk and Coleraine.

VIII. CLOSED SESSIONS

IX. ADJOURN

Chair Johnson adjourned the meeting at 3:43 PM.

ATTEST

John Johnson
Chair of the County Board

Brett Skyles
Clerk of the County Board

ITASCA COUNTY
BOARD OF COMMISSIONERS

Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, July 23, 2024

RESOLUTION 2024-35

RE: APPROVING CONVEYANCE OF CERTAIN PROPERTY OWNED BY THE COUNTY AND THE CITY OF GRAND RAPIDS TO THE GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY

BE IT RESOLVED, by the Board of Commissioners (the "Board") of Itasca County, Minnesota (the "County") as follows:

Section 1. Recitals.

1.01. The County and the City of Grand Rapids (the "City") are the owners of certain property legally described as set forth in Exhibit A (the "Property").

1.02. The Property was to be used by the City and the County for the Grand Rapids/Itasca County Airport pursuant to an Airport Joint Powers Cooperative Agreement entered into between the City and the County on October 12, 2023.

1.03. The City and the County have determined that the Property is not needed for the airport. Therefore, the City and the County intend to convey the Property to the Grand Rapids Economic Development Authority, a public body corporate and politic under the laws of Minnesota (the "EDA"), for future economic development.

1.04. The County and the City have followed applicable statutory provisions, including but not limited to, Minn. Stat. § 465.035 and Minn. Stat. § 471.64.

1.05. The County Board has determined that the conveyance of the Property as described in this resolution is in the best interest of the County and its residents.

Section 2. Sale of Property Approved; Further Proceedings.

2.01. The County Board hereby approves the conveyance of the Property to the EDA and any other documents required by the title company relating to the conveyance of the Property to the EDA including but not limited to a quit claim deed (the "Conveyance Documents").

2.02. The County Board hereby authorizes the Board Chair and County Administrator, in their discretion and at such time, if any, as they may deem appropriate, to execute the Conveyance Documents on behalf of the County, and to carry out, on behalf of the County, the County's obligations thereunder when all conditions precedent thereto have been satisfied.

2.03. County staff and officials are authorized to take all actions necessary to perform the County's obligations hereunder, including without limitation execution of the Conveyance Documents.

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Cory Smith
SECONDER:	Commissioner Burl Ives
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

STATE OF MINNESOTA
Office of County Administrator
ss. County of Itasca

I, BRETT SKYLES, Administrator of the County of Itasca, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 23rd day of July A.D. 2024 and that the same is a true and correct copy of the whole thereof.

WITNESS MY HAND AND SEAL OF OFFICE at Grand Rapids, Minnesota, this 23rd day of July A.D. 2024.

Administrator

EXHIBIT A

LEGAL DESCRIPTION OF THE PROPERTY

The property located in the City of Grand Rapids, Itasca County, Minnesota legally described as:

The Northeast Quarter of the Southeast Quarter (NE ¼ SE ¼), Section Thirty-three (33), Township Fifty-five (55), Range Twenty-five (25), lying South of the North Eight Hundred Twenty-eight feet (N. 828') and LESS the West Five Hundred Forty-five feet (W. 545') of the South Two Hundred feet (S. 200'), according to the Government survey thereof on file and of record in the office of the Itasca County Recorder.

Subject to mineral reservations, restrictions and easements as they may appear of record.

PID #91-033-4105

EXHIBIT B

LEGAL DESCRIPTION OF THE NORTH PARCEL PROPERTY

East Three Hundred Thirty Feet (E. 330') of the Southeast Quarter of the Northeast Quarter (SE1/4 NE1/4), LESS the South 30 acres, Section Thirty-three (33), Township Fifty-five (55) North, Range Twenty-five (25), West of the Fourth Principal Meridian,

AND

East Three Hundred Thirty Feet (E. 330') of the North 10 acres of the South 30 acres of the Southeast Quarter of the Northeast Quarter (SE1/4 NE1/4), Section Thirty-three (33), Township Fifty-five (55) North, Range Twenty-five (25), West of the Fourth Principal Meridian, all according to the government survey thereof, on file and of record in the office of the County Recorder of said county and state.

PID 91-033-1405

EXHIBIT C

LEGAL DESCRIPTIONS OF THE DEVELOPER PROPERTY

The South Half of the Northeast Quarter (S ¼ NE ¼), Section Thirty-three (33), Township Fifty-five (55) North, Range Twenty-five (25) West of the Fourth Principal Meridian LESS the East 330 feet thereof, Itasca County, Minnesota.

PID 91-033-1430

AND

The Southeast Quarter of the Northeast Quarter (SE 1/4 NE 1/4), Section Thirty-three (33), Township Fifty-five (55) North, Range Twenty-five (25), West of the Fourth Principal Meridian, LESS the following three (3) tracts: Tract 1: South Twenty (20) acres thereof; Tract 2: North 198 feet of West 440 feet thereof; Tract 3: East 330 feet of the North Half thereof, Itasca County, Minnesota.

Subject to easements, restrictions, or reservations of record, if any.

PID 91-033-1410

EXHIBIT D

LEGAL DESCRIPTION OF THE PROPERTY TO BE DEEDED

The East 330 feet of the SE ¼ of the NE ¼ of Section 33, Township 55 North, Range 25 West, Itasca County, Minnesota.

July 23, 2024

Chair:

PULL: None

ADDITIONS:
1. Item #6.11 – Offer of Employment for Veterans Service Officer Position

CHANGES:
1. Item #6.7 – SMART Off-Road Data Gathering Project has been updated.

INFORMATIONAL: None

ITASCA COUNTY
BOARD OF COMMISSIONERS

Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744
(218) 327-2847

Tuesday, July 16, 2024 | 2:30 PM | Itasca County Boardroom

DRAFT

WORK SESSION MINUTES

I. CALL TO ORDER

Chair Johnson called the meeting to order at 2:30 PM.

Attendee Name	Title	Status	Arrived
Cory Smith	District #1	Present	2:30 PM
Terry Snyder	District #2	Present	2:30 PM
John Johnson	District #3	Present	2:30 PM
Burl Ives	District #4	Present	2:30 PM
Casey Venema	District #5	Present	2:30 PM

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF AGENDA

Motion To: Add Item #6.5 (Tax-Forfeited Land Sale to Adjoining Landowners) and approve the agenda, as amended.

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Casey Venema
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

IV. MINUTES APPROVAL

Motion To: Approve the minutes, as delineated below.

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Cory Smith
SECONDER:	Commissioner Burl Ives
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

1. Approve the minutes of the Tuesday, July 9, 2024 County Board Regular Session.

V. RECOMMENDED FOR CONSENT AGENDA

1. Approve the final payment for Contract 2024-02, SAP 031-030-003 for the 2024 Pavement Markings project, and authorize the County Board Chairperson and Clerk to the County Board to sign the necessary documents.

RESULT:	**RECOMMENDED FOR CONSENT**	**NEXT: 07/23/2024**	**2:30 PM**

2. Approve the Forest Service Stewardship Agreement 24-SA-11090300-024 between Itasca County and the Chippewa National Forest Service and authorize the County Engineer to sign the agreement.

RESULT:	**RECOMMENDED FOR CONSENT**	**NEXT: 07/23/2024**	**2:30 PM**

3. Adopt the Resolution Re: Approving Conveyance of Certain Property Owned by the County and the City of Grand Rapids to the Grand Rapids Economic Development Authority, which approves a Purchase Agreement between the County, City and the Grand Rapids Economic Development Authority (GREDA), and authorize necessary signatures.

RESULT:	**RECOMMENDED FOR CONSENT**	**NEXT: 07/23/2024**	**2:30 PM**

4. Approve the Memorandum of Agreement between Cass County Sheriff's Office and Itasca County Sheriff's Office and authorize necessary signatures.

RESULT:	**RECOMMENDED FOR CONSENT**	**NEXT: 07/23/2024**	**2:30 PM**

5. Authorize the creation of one (1) Grade 10 Road Deputy position under the LELS 493 Collective Bargaining Agreement in the Sheriff's Office.

RESULT:	**RECOMMENDED FOR REGULAR**	**NEXT: 07/23/2024**	**2:30 PM**

VI. DISCUSSION / INFORMATIONAL

1. Citizen Input

   No citizen input provided.

2. Public Hearing Re: Condition Use Permit for Tom Hammerlund

   Motion To: Open the Public Hearing Re: Conditional Use Permit (CUP) application submitted by Tom Hammerlund/SEH for commercial storage buildings.

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Cory Smith
SECONDER:	Commissioner Terry Snyder
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

   Motion To: Close the above public hearing.

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Burl Ives
SECONDER:	Commissioner Casey Venema
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

   Motion To: Approve the Conditional Use Permit (CUP) applications submitted by Tom Hammerlund/SEH for commercial storage buildings, per the Findings of Fact, Conclusions of Law, Order and Resolution of the Planning Commission at their regular meeting on July 10, 2024.

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Cory Smith
SECONDER:	Commissioner Casey Venema
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

3. Canisteo Pit Update and Next Steps

   Commissioner Terry Snyder provided a Canisteo Pit Update, including information regarding next steps relative to preparation for the bid process and the need for a Public Waters Work Permit for construction of the Prairie River outlet and a Water Appropriation Permit for construction for dewatering on the wall.

   It was the consensus of the County Board to move forward with the consideration of the need for a Public Waters Work Permit and a Water Appropriation Permit for Canisteo Pit dewatering efforts.

4. Set County Board Workshop Meeting

Motion To: Schedule a County Board Workshop Meeting on Friday, August 23, 2024 beginning at 10 AM in the Boardroom of the Itasca County Courthouse.

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Cory Smith
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

5. Tax-Forfeited Land Sale to Adjoining Landowners

Motion To: Adopt the Resolution Re: Authorizing and Fixing the Notice and Terms of Tax-Forfeited Land Sale to Adjoining Owners.

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Cory Smith
SECONDER:	Commissioner Casey Venema
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

VII. COMMITTEE REPORTS

Commissioner Snyder reported on his attendance at recent Fairgrounds Task Force and various township meetings, as well as a meeting with the DNR Re: Canisteo Pit and discussions held relative to mining.

Commissioner Venema reported on his attendance at a recent Western Mesabi Mine Planning Board (WMMPB) meeting.

Commissioner Johnson reported on his attendance at a recent meeting with Public Health and a walk-through of the Phase 2 construction of the Correctional Facility/Courts Construction project.

VIII. ADMINISTRATOR UPDATE

County Administrator Brett Skyles provided an Administrator Update, including information regarding work done by the Land and Auditor/Treasurer Departments relative to sale of tax-forfeited lands, as well as a renewed push to seek out grant opportunities.

IX. COMMISSIONER COMMENTS

Interim County Attorney Jacob Fauchald provided comment regarding recently held interviews for Assistant County Attorney applicants and current workloads within the Attorney's office.

Commissioner Snyder provided comment regarding the upcoming Budget Work Sessions and encouraged the public to attend.

Commissioner Venema provided comment regarding the interest to continue conversations relative to the old Balsam garage site.

Commissioner Johnson provided comment regarding a recent tour of the Hwy 65 detour and the Open on 65 campaign, reported on his attendance at the recent Coleraine City Picnic, and encouraged the public to attend the upcoming Blackberry Car Show.

X. CLOSED SESSIONS

XI. ADJOURN

Chair Johnson adjourned the meeting at 3:30 PM.

ATTEST

John Johnson Chair of the County Board	Brett Skyles Clerk of the County Board

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, July 23, 2024

REQUEST FOR BOARD ACTION: RBA-2024-322

DEPARTMENT: Auditor / Treasurer
TIME REQUESTED: < 5 Minutes
PRESENTER: Austin Rohling

AGENDA ITEM:
One Day Liquor License

BOARD ACTION REQUESTED:
Approve a One Day Liquor License for North Central Minnesota Farm and Antique Association for August 10, 2024 at the Blackberry Farm located at 25313 US Hwy 2, Grand Rapids, MN 55744.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:
1. SKM_C65824071810030

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Cory Smith
SECONDER:	Commissioner Burl Ives
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, July 23, 2024

REQUEST FOR BOARD ACTION: RBA-2024-317

DEPARTMENT: Health & Human Services **TIME REQUESTED:** < 5 Minutes
PRESENTER: Becky Lauer

AGENDA ITEM:
Accept CY 2025 Child Welfare/Juvenile Justice Screening Grant

BOARD ACTION REQUESTED:
Accept CY 2025 Child Welfare / Juvenile Justice Screening Grant in the amount of $50,060 and authorize necessary signatures.

BACKGROUND:
ICHHS and Probation are required to complete mental health screenings and make referrals for diagnostic assessments and/or treatment for children within the child welfare and juvenile justice services. These funds are prioritized for uninsured and underinsured children to access services to address their mental health needs. The 2025 amount is $50,060, which is a decrease of $86,969 from 2024 and the funding is based on the number of screenings completed in 2023 by both departments. The probation department has had a marked decrease in the number of screenings they complete since the closure of our local secure detention facility.

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION:
1. 2025 CMH Screening Budget Itasca County

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Cory Smith
SECONDER:	Commissioner Burl Ives
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

Attachment 1 Budget

BUDGET SUMMARY AND JUSTIFICATION FORM

- Specify the grant amount received and detail all proposed expenses. The below form will expand or contract as necessary. The information should provide sufficient detail to justify the total amount budgeted in each category. The program budget must be complete and reasonable, must link to the proposed program activities, and must specify how the amounts for each budget item were determined. All information should be contained on the budget workbook, with no further narrative submitted.
- The budget must contain a complete breakdown of budget category items and must also contain summary calculations and formulas for each item of cost in a category and the basis for each calculation.
- In any case where a category item is not clearly related to the project goals or activities, additional justification should be provided. Salaries should be listed as FTE, hours per week, number of week times the rate of pay, equal total salary.
- Enter all amounts manually for fields E7-E23 and I7-I23 in the **BUDGET SUMMARY** tab (directly below). Automatic calculations will appear in fields E24, I24, and J24. Enter all amounts manually for fields D5-D21 in the **BUDGET JUSTFICATION SFY25 & SFY26** tabs. Automatic calculations will appear in field D22 in both of these tabs. You do not need to enter any $ signs when manually entering amounts. Just enter the numerical value in each field. The dollar sign will automatically appear when you enter the numerical amount.
- For an example SFY23 budget and additional information and examples for each BRASS code, refer to the **SAMPLE BUDGET SFY24** tab.

BUDGET SUMMARY Year 1		**BUDGET SUMMARY Year 2**		**PROJECT TOTAL**
January 1, 2025 to June 30, 2025		**July 1, 2025 to December 31, 2025**		
BRASS Code	**TOTAL BUDGET FY24**	**BRASS Code**	**TOTAL BUDGET FY25**	
111 – Mental Health Screening **(up to 55%)**		**111** – Mental Health Screening **(up to 55%)**		
197 – Local Collaborative Undifferentiated Services		**197** – Local Collaborative Undifferentiated Services		
401 – Information & Referral		**401** – Information & Referral		
402 – Community Education & Prevention		**402** – Community Education & Prevention		
404 – Client Outreach		**404** – Client Outreach		
405 – Child Outpatient Diagnostic Assessment/Psychological Testing	$1,800.00	**405** – Child Outpatient Diagnostic Assessment/Psychological Testing	$1,800.00	
407 – Early Identification & Intervention		**407** – Early Identification & Intervention		
416 – Transportation		**416** – Transportation		
430 – Other Family Community Support Services		**430** – Other Family Community Support Services		
451 – Emergency Response Services		**451** – Emergency Response Services		
453 – Child Outpatient Psychotherapy		**453** – Child Outpatient Psychotherapy		
455 – Child Outpatient Medication Management		**455** – Child Outpatient Medication Management		
457 – Child/Family Psychoeducation		**457** – Child/Family Psychoeducation		
462 – Family Based Services		**462** – Family Based Services		
467 – Child Day Treatment		**467** – Child Day Treatment		
489 – Child Respite Care	$4,000.00	**489** – Child Respite Care	$4,000.00	
490 – Child Rule 79 Case Management	$19,230.00	**490** – Child Rule 79 Case Management	$19,230.00	
TOTAL FUNDS State Fiscal Year 2025	$25,030.00	**TOTAL FUNDS State Fiscal Year 2026**	$25,030.00	$50,060.00

BUDGET SUMMARY AND JUSTIFICATION FORM

A separate budget justification is required for each state fiscal year (i.e. 1/1/24 - 6/30/24 = FY 1, 7/1/24 - 12/31/24 = FY 2). The tables below will expand as necessary. The budget justification must contain a complete breakdown of budget category items by BRASS code. The budget justification must also contain summary calculations and formulas for each item of cost in a category and the basis for each calculation. All allowable categories broken down by BRASS code with descriptions are listed below. Salaries should be listed as FTE, hours per week, number of week times the rate of pay, equal total salary.

BUDGET JUSTIFICATION FY24: January 1, 2024 to June 30, 2024

BRASS Code-Category Breakdown	JUSTIFICATION NARRATIVE	State Fiscal Year 1	
111 – Mental Health Screening (up to 55%) • Costs of screening instruments, copies, and translations • Staff time in administering screenings • Entering screening data into SSIS/CSTS • Staff mental health trainings • Supervision for staff who complete screenings	**111 – Mental Health Screening**		
197 – Local Collaborative Undifferentiated Services • Services, supports, and interventions provided to *children/youth with a positive mental health screening* and their families as a collaborative activity • Revenues and attendant expenses that flow through county social service agencies to collaboratives to fund related children's mental health services for *children/youth with a postive mental health screening*	**197 – Local Collaborative Undifferentiated Services**		
401 – Information & Referral • Provision of information to individuals within the *target populations (child welfare and juvenile justice)* on social services • Assistance to *children/youth with a positive mental health screening* and parent/guardian in making contact with a resource that can respond to their needs or problems • Providing information and referral for *children/youth with a positive mental health screening* or to a parent/guardian regarding o Community support groups o Parenting groups o Diagnostic assessments o Individual and family therapy	**401 – Information & Referral**		
402 – Community Education & Prevention Activities designed to educate the *target populations (child welfare and juvenile justice)* about mental health and co-occurring issues: The goals are to increase the understanding of mental health, reduce stigma, promote recovery and increase awareness of the availability of resources and services and improve skills in dealing with mental health issues.	**402 – Community Education & Prevention**		
404 – Client Outreach Services designed to locate children/youth within the *target populations (child welfare and juvenile justice)* who may have severe emotional disturbance, inform them or their families of available community support services, and assure they have access to those services.	**404 – Client Outreach**		
405 – Child Outpatient Diagnostic Assessment/Psychological Testing Diagnostic assessment and psychological testing of *children/youth with a positive mental health screening* by a licensed mental health professional. (Excludes diagnostic assessments provided as part of day treatment or family community support services, or provided by staff of a residential or inpatient program.)	**405 – Child Outpatient Diagnostic Assessment/Psychological Testing** **Diagnostic Assessment for pre-screened children/youth $150/DA= 12 units**	$1,800.00	
407 – Early Identification and Intervention Services designed to identify individuals within the *target populations (child welfare and juvenile justice)* who are at risk of needing or in need of mental health services and arrangements for intervention and, if necessary, treatment.	**407 – Early Identification and Intervention**		
416 – Transportation Client travel expenses for *children/youth with a positive mental health screening* to and from sites for medical and non-medical appointments to maintain or assist in mental health stability and recovery. This may include the following: • Transit cards • Mileage reimbursement • Other means of transportation	**416 – Transportation**		Grant $ can cover travel for non-medical appts for all children with positive screens. Transportation costs for underinsured or uninsured- For example, a county may give out gas only gift cards to underinured or uninsured clients/families but not to clients on MA

430 – Other Family Community Support Services Community based services provided under the clinical supervision of a mental health professional to help *children/youth with a positive screen and subsequent diagnosis of an emotional disturbance* to function and remain in the community. This may include the following: • Medication monitoring • Independent living skills training • Leisure and recreational activities • Assistance in obtaining medical and financial benefits • Crisis plan development • Therapeutic support for foster care	**430 – Other Family Community Support Services**		
451 – Emergency Response Services Response services available on a 24-hour seven day a week basis for *children within the target populations (child welfare and juvenile justice)* having a mental health crisis or emergency. Emergency response services include telephone hot lines and similar services.	**451 – Emergency Response Services**		
453 – Child Outpatient Psychotherapy Psychotherapy provided to *children/youth with a positive screen and subsequent diagnosis of an emotional disturbance* under the clinical supervision of a mental health professional. Includes individual, family or group. (Excludes inpatient or residential treatment settings and services provided as part of day treatment or family community support services.)	**453 – Child Outpatient Psychotherapy**		Cannot change title description, only definition
455 – Child Outpatient Medication Management Prescription and medication education and review for *children/youth with a positive screen and subsequent diagnosis of an emotional disturbance* as a means of controlling or eliminating severe behavior problems or the effects of the emotional disturbance. (Excludes services provided as part of day treatment, family community support services, or a residential or inpatient program.)	**455 - Child Outpatient Medication Management**		
457 – Child/Family Psychoeducation Family psychoeducation delivered by a mental health professional, designed to educate the individual or family in understanding the child's symptoms of mental illness, their impact on the youth's development and needed components of treatment and skill development to prevent relapse, prevent the acquisition of co-morbid disorders and to achieve optimal mental health and long- term resilience. *Children/youth must be screened and subsequently diagnosed with an emotional disturbance.*	**457 – Child/Family Psychoeducation**		Change therapeutic to psychoeducation
462 – Family Based Services Professional home-based family treatment services are intensive mental health services provided to children at risk of, in, or returning from out-of-home placement due a *positive screen and subsequent diagnosis of an emotional disturbance.* Services must be all of the following: • Designed to meet the specific mental health needs of the child and family as written in the individual treatment plan • Provided by a team consisting of a mental health professional with other family/child mental health providers • Flexible, be able to handle crises 24 hours per day and be coordinated with other services	**462 – Family Based Services**		
467 – Child Day Treatment A structured program of group psychotherapy and other intensive therapeutic services for *children/youth with a positive screen and subsequent diagnosis of an emotional disturbance* that are provided at least one day a week for a minimum three-hour block by a multidisciplinary staff under the clinical supervision of a mental health professional. • Child day treatment services must be coordinated and integrated with, or be part of an education program offered by the child's school, but are not part of inpatient or residential treatment services.	**467 – Child Day Treatment**		
489 – Child Respite Care Short-term care provided to *children/youth with a positive screen and subsequent diagnosis of an emotional disturbance* due to the temporary absence or need for relief for those person normally providing care.	**489 – Child Respite Care** **Respite care for children with severe emotional disturbance diagnosis $50/day x 80 days = $4000**	$4,000.00	

490 – Child Rule 79 Case Management Activities that are coordinated with family community support services to help *children/youth with a positive screen and subsequent diagnosis of an emotional disturbance* and their families obtain needed mental health services, social services, educational, health, recreational and related services.	**19230**	$19,230.00
TOTAL State Fiscal Year 1		$25,030.00

BUDGET SUMMARY AND JUSTIFICATION FORM

A separate budget justification is required for each state fiscal year (i.e. 1/1/24 - 6/30/24 = FY 1, 7/1/24 - 12/31/24 = FY 2). The tables below will expand as necessary. The budget justification must contain a complete breakdown of budget category items by BRASS code. The budget justification must also contain summary calculations and formulas for each item of cost in a category and the basis for each calculation. All allowable categories broken down by BRASS code with descriptions are listed below. Salaries should be listed as FTE, hours per week, number of week times the rate of pay, equal total salary.

BUDGET JUSTIFICATION FY25: July 1, 2024 to December 31, 2024

BRASS Code-Category Breakdown	JUSTIFICATION NARRATIVE	State Fiscal Year 2	
111 – Mental Health Screening (up to 55%) • Costs of screening instruments, copies, and translations • Staff time in administering screenings • Entering screening data into SSIS/CSTS • Staff mental health trainings • Supervision for staff who complete screenings	**111 – Mental Health Screening**		
197 – Local Collaborative Undifferentiated Services • Services, supports, and interventions provided to *children/youth with a positive mental health screening* and their families as a collaborative activity • Revenues and attendant expenses that flow through county social service agencies to collaboratives to fund related children's mental health services for *children/youth with a postive mental health screening*	**197 – Local Collaborative Undifferentiated Services**		
401 – Information & Referral • Provision of information to individuals within the *target populations (child welfare and juvenile justice)* on social services • Assistance to *children/youth with a positive mental health screening* and parent/guardian in making contact with a resource that can respond to their needs or problems • Providing information and referral for *children/youth with a positive mental health screening* or to a parent/guardian regarding o Community support groups o Parenting groups o Diagnostic assessments o Individual and family therapy	**401 – Information & Referral**		
402 – Community Education & Prevention Activities designed to educate the *target populations (child welfare and juvenile justice)* about mental health and co-occurring issues: The goals are to increase the understanding of mental health, reduce stigma, promote recovery and increase awareness of the availability of resources and services and improve skills in dealing with mental health issues.	**402 – Community Education & Prevention**		
404 – Client Outreach Services designed to locate children/youth within the *target populations (child welfare and juvenile justice)* who may have severe emotional disturbance, inform them or their families of available community support services, and assure they have access to those services.	**404 – Client Outreach**		
405 – Child Outpatient Diagnostic Assessment/Psychological Testing Diagnostic assessment and psychological testing of *children/youth with a positive mental health screening* by a licensed mental health professional. (Excludes diagnostic assessments provided as part of day treatment or family community support services, or provided by staff of a residential or inpatient program.)	**405 – Child Outpatient Diagnostic Assessment/Psychological Testing** **Diagnostic Assessment for pre-screened children/youth $150/DA= 12 units**	$1,800.00	
407 – Early Identification and Intervention Services designed to identify individuals within the *target populations (child welfare and juvenile justice)* who are at risk of needing or in need of mental health services and arrangements for intervention and, if necessary, treatment.	**407 – Early Identification and Intervention**		
416 – Transportation Client travel expenses for *children/youth with a positive mental health screening* to and from sites for medical and non-medical appointments to maintain or assist in mental health stability and recovery. This may include the following: • Transit cards • Mileage reimbursement • Other means of transportation	**416 – Transportation**		Grant $ can cover travel for non-medical appts for all children with positive screens. Transportation costs for underinsured or uninsured- For example, a county may give out gas only gift cards to underinured or uninsured clients/families but not to clients on MA

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467 – Child Day Treatment A structured program of group psychotherapy and other intensive therapeutic services for *children/youth with a positive screen and subsequent diagnosis of an emotional disturbance* that are provided at least one day a week for a minimum three-hour block by a multidisciplinary staff under the clinical supervision of a mental health professional. • Child day treatment services must be coordinated and integrated with, or be part of an education program offered by the child's school, but are not part of inpatient or residential treatment services.	**467 – Child Day Treatment**		
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490 – Child Rule 79 Case Management Activities that are coordinated with family community support services to help *children/youth with a positive screen and subsequent diagnosis of an emotional disturbance* and their families obtain needed mental health services, social services, educational, health, recreational and related services.	**490 – Child Rule 79 Case Management Contracted CM Services for unisured children with sever emotional disturbance diagnosis. TCM Rate $945/month, $945 x 6 months = $5670 x 3 children/state fiscal year=$17,010 Co-pays for children with severe emotional disturbance diagnosis $2,220**	
TOTAL State Fiscal Year 2		$5,800.00

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, July 23, 2024

REQUEST FOR BOARD ACTION: RBA-2024-324

DEPARTMENT: Health & Human Services
TIME REQUESTED: < 5 Minutes
PRESENTER: Naesa Myers

AGENDA ITEM:
Application for Opioid Epidemic Response Grant

BOARD ACTION REQUESTED:
Authorize Itasca County Public Health to submit an application for up to $900,000 in response to the Minnesota Department of Human Services/Behavioral Health Division's RFP to Provide Opioid Epidemic Response Services.

BACKGROUND:
See attached.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:
1. RBA Opioid grant 7.18.24

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Cory Smith
SECONDER:	Commissioner Burl Ives
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

Board Action Requested

Itasca County Public Health requests the board's approval to submit an application for up to $900,000 in response to the Minnesota Department of Human Services/Behavioral Health Division's RFP to Provide Opioid Epidemic Response Services. These funds will be used to expand and enhance the continuum of care for people experiencing opioid-related substance use disorder in Itasca County.

Background

The Opioid Epidemic Response Advisory Council, in conjunction with the Minnesota Department of Human Services, through its Behavioral Health Division, is seeking Request of Proposals from qualified responders to provide a range of services aimed at addressing the opioid epidemic in Minnesota. These services include prevention and harm reduction for opioid use disorder, workforce development and training on opioid addiction treatment, expansion and enhancement of the continuum of care for opioid-related substance use disorders, and chronic pain management and alternative treatments.

This grant prioritizes reaching underserved and hard-to-reach populations with the greatest need for services, including racially diverse communities such as American Indians and tribal communities, African American, East African, and other populations experiencing disparities by race, geographic location, and justice involvement.

The anticipated term for any resulting contract is three and a half years, from January 1, 2025, to June 30, 2028, with the potential for the state to extend the contract up to a total of five years.

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, July 23, 2024

REQUEST FOR BOARD ACTION: RBA-2024-309

DEPARTMENT: Transportation
PRESENTER: Kory Johnson

TIME REQUESTED: < 5 Minutes

AGENDA ITEM:
Contract 2024-02, SAP 031-030-003 - Pavement Markings; Final Payment Request

BOARD ACTION REQUESTED:
Approve the final payment for Contract 2024-02, SAP 031-030-003 for the 2024 Pavement Markings project, and authorize the County Board Chairperson and Clerk to the County Board to sign the necessary documents.

BACKGROUND:
Sir Lines A Lot, LLC has completed pavement markings (striping) on various roads throughout Itasca County, and it is recommended that the final payment be processed.

Bid Amount: $275,938.08
Final Amount: $274,762.85

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:
1. 031-030-003 CERTIFICATE FOR FINAL PAYMENT

07/16/2024

RESULT:	**RECOMMENDED FOR CONSENT NEXT: 07/23/2024 2:30 PM**

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Cory Smith
SECONDER:	Commissioner Burl Ives
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

CERTIFICATE FOR FINAL PAYMENT

State of Minnesota

Project No.: SAP 031-030-003

County of Itasca

Contract No.: 2024-02

The County Board of Itasca County hereby recognizes that the work done by Sir Line A Lot, LLC of Edina, MN, under contract with Itasca County, made and entered into on April 9, 2024, relating to the furnishing of materials, and/or, the construction of the above-named project has been completed.

We hereby approve of the Engineer's Final Estimate hereto attached, including variations from the original plans, and hereby find the Contractor entitled to total compensation for said work according to said estimate.

Dated: _____, 20____

Signed: _____

Chairman, Itasca County Board

_____

Clerk to the County Board

CERTIFICATE OF PERFORMANCE FORM

County of Itasca

Project No.: SAP 031-030-003 – 2024 Pavement Markings

Name of Contractor: Sir Lines A Lot, LLC

Contract No.:

Total Value of Work: $274,762.85

I HEREBY CERTIFY to the Board of commissioners of the above named County, that I have been in charge of the work required by the above described contract; that all of such work has been done and performed as measured by and in accordance with and pursuant to the terms of said contract.

7-1-2024
Date

Karin Grandia
County Highway Engineer
Karin Grandia, P.E.

cc County Auditor
State Aid Engineer
County Highway Engineer

** Required for all State Aid and Federal Aid Projects

Contract Number: SAP 031-030-003
Pay Request Number: 2

Project Number	Project Description
031-030-003	2024 Pavement Markings

Contractor:	Sir Lines-A-Lot, LLC 7175 Cahill Road Edina, MN 55439	**Vendor Number:** **Up To Date:**	N/A 06/28/2024

Contract Amount		**Funds Encumbered**	
Original Contract	$275,938.08	Original	$275,938.08
Contract Changes	$3,927.00	Additional	N/A
Revised Contract	$279,865.08	Total	$275,938.08

Work Certified To Date	
Base Bid Items	$270,835.85
Contract Changes	$3,927.00
Material On Hand	$0.00
Total	$274,762.85

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
$120,644.86	$274,762.85	$0.00	$146,412.09	$128,350.76	$274,762.85
		Percent: Retained: 0%			Percent Complete: 98.18%

This is to certify that the items of work shown in this certificate of Pay Estimate have been actually furnished for the work comprising the above-mentioned projects in accordance with the plans and specifications heretofore approved.

Approved By
first_name last_name Kory Johnson
County/City/Project Engineer
Obtained
Date 7/10/2024

Approved By Sir Lines-A-Lot, LLC
first_name last_name Chaise VanOverbeke, President
Contractor
Obtained
Date July 8, 2024

Payment Summary

No.	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2024-05-31	$154,117.99	$7,705.90	$146,412.09
2	2024-06-28	$120,644.86	($7,705.90)	$128,350.76

Funding Category Name	Funding Category Number	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
Paint Striping	1	$274,762.85	$0.00	$146,412.09	$128,350.76	$274,762.85

Accounting Number	Funding Source	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
01	Regular (CSAH)	$102,762.85	$107,865.08	$103,938.08	$102,762.85
02	County Highway Preservation	$25,587.91	$172,000.00	$172,000.00	$172,000.00

Contract Item Status

Base/Alt	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	1	2582.503	4" SOLID LINE PAINT	L F	$0.07	2765425	1168796	$81,815.72	2648622	$185,403.54
Base Bid	2	2582.503	4" DOUBLE SOLID LINE PAINT	L F	$0.14	472965	233268	$32,657.52	476624	$66,727.36
Base Bid	3	2582.503	4" BROKEN LINE PAINT	L F	$0.07	183989	88166	$6,171.62	182185	$12,752.95
Base Bid	4	2582.518	CROSSWALK PAINT	S F	$8.00	408	0	$0.00	744	$5,952.00
Base Bid Totals:								**$120,644.86**		**$270,835.85**

Project Category Totals

Project	Category	Amount This Request	Amount To Date
031-030-003		$120,644.86	$270,835.85

Contract Change Item Status

Project	CC	Line	Item	Unit Price	Contract Quantity	Contract Amount	New Item or Adj to Existing	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
031-030-003	CO1	5	2582.502 6" SOLID LINE WHITE-PAINT (L F)	$2.10	1870	$3,927.00	ITM	$0.00	$0.00	1870	$3,927.00
Contract Change Totals:									**$0.00**		**$3,927.00**

Contract Change Totals

Number	Description	Effective Date	Amount

1	Added a 6" crosswalk line in the City of Keewatin	05/31/2024	$3,927.00

Material On Hand Additions					
Line	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line	Item	Description	Date	Added	Used	Remaining

Contract Total	**$274,762.85**

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, July 23, 2024

REQUEST FOR BOARD ACTION: RBA-2024-298

DEPARTMENT: Transportation
PRESENTER: Ryan Sutherland

TIME REQUESTED: < 5 Minutes

AGENDA ITEM:
Forest Service Stewardship Agreement

BOARD ACTION REQUESTED:
Approve the Forest Service Stewardship Agreement 24-SA-11090300-024 between Itasca County and the Chippewa National Forest Service and authorize the County Engineer to sign the agreement.

BACKGROUND:
Each year Itasca County and the Chippewa National Forest work together to deliver projects within Itasca County. The Stewardship Agreement 24-SA-11090300-024 allows for the two parties to cooperate on road maintenance activities on mutually beneficial roads in Itasca county within the Chippewa National Forest. Forest Service funding of $152,934.00 is included in this agreement through May 1, 2034 of which $55,434.00 is dedicated towards a culvert replacement project on County State Aid Highway 37.

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION:
1. 24SA11090300024 Itasca County Stewardship_For Coop Signature
2. 24SA11090300024 Itasca County Stewardship FULLY EXECUTED

07/16/2024

RESULT:	**RECOMMENDED FOR CONSENT NEXT: 07/23/2024 2:30 PM**

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Cory Smith
SECONDER:	Commissioner Burl Ives
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

FS Agreement No. 24-SA-11090300-024

Cooperator Agreement No. _____

STEWARDSHIP AGREEMENT
Between The
County of Itasca
And The
USDA, FOREST SERVICE
Chippewa National Forest

This Stewardship Agreement is hereby made and entered into by and between the County of Itasca, hereinafter referred to as "Itasca County," and the United States Department of Agriculture (USDA), Forest Service, Chippewa National Forest, hereinafter referred to as the "Forest Service," under the authority and provisions of the Agricultural Act of 2014, Pub. L. 113-79, Sec. 8205 and Wyden Amendment (Public Law 105-277, Section 323 as amended by Public Law 109-54, Section 434, and permanently authorized by Public Law 111-11, Section 3001).

Background: In 2003 Congress authorized the Forest Service and the Bureau of Land Management to enter into stewardship contracts and agreements "to achieve land management goals for the national forests that meet local and rural community needs." The primary focus of this legislation is to achieve land management goals through stewardship projects awarded under contracts or agreements. Unique to the legislation is the ability to exchange goods for services that meet the land management objectives.

The area addressed in this Stewardship Agreement is known as the Chippewa National Forest and lies within the borders of the States of Minnesota. This area includes an un-estimated number of acres to be treated during the term of this Stewardship Agreement.

This Stewardship Agreement provides a framework for cooperative road management activities between Itasca County and the Chippewa National Forest necessary to maintain and improve water quality on or near our transportation system within the Chippewa National Forest and Itasca County.

Title: Forest Service Road Improvement and Landscape Restoration in Itasca County

I. PURPOSE:

The purpose of this Stewardship Agreement is to document the cooperative effort between the parties for landscape restoration activities within the Chippewa National Forest in accordance with the following provisions and the hereby incorporated Appendices.

Appendix A	Definitions
Appendix B	Technical Proposal

Appendix C	Map of Stewardship Project Area
Appendix D	Financial Plan

II. STATEMENT OF MUTUAL BENEFIT AND INTERESTS:

The Forest Service is a land management agency dedicated to the wise use and management of National Forest System (NFS) lands, including the responsibility for maintaining and improving resource conditions.

The Chippewa National Forest manages over 290,000 acres of National Forest System (NFS) lands and many miles of roads within Itasca County.

Itasca County Highway Department is responsible for providing a safe and environmentally sound transportation system. Itasca County is also responsible for maintaining and managing many miles of roads and numerous bridges respectively that are located within the Chippewa National Forest.

The Itasca County Highway Department and the Chippewa National Forest will work together in coordinating road improvements on roads within both the Chippewa National Forest and Itasca County to address water quality, non-native invasive weed concerns, and to reduce deferred maintenance costs. The work will include but is not limited to the following:

- Hauling and placing aggregate, reshaping roadways, culvert replacements and maintenance, bridge repair and maintenance, and road washout repairs that impact water quality.

- Trimming of hazardous trees from the roadside, shoulder mowing, and full-width mowing to mitigate non-native invasive species.

- Roadway drainage restoration and installing or replacing drainage structures such as but not limited to culverts, water crossings, and AOP (Aquatic Organism Passage) projects.

Mission accomplishment for both parties will be furthered by the restoration of natural resources across the landscape.

All projects conceived under this Stewardship Agreement will undergo a collaborative process to determine specific habitat improvements. The collaborative process will ensure that the benefits of undertaking restoration activities are mutually beneficial to Itasca County and the Forest Service as well as being beneficial to a wide diversity of interests involved in collaboration.

Both parties share an interest in improving the ecosystem condition and function of the landscape. A healthy landscape provides a variety of benefits beyond the needs of a single species, and therefore benefits both parties.

It is therefore mutually beneficial for the parties to work together to implement these landscape

restoration and enhancement projects.

In consideration of the above premises, the parties agree as follows:

III. THE PARTNER SHALL:

A. LEGAL AUTHORITY. Itasca County shall have the legal authority to enter into this Stewardship Agreement, and the institutional, managerial, and financial capability to ensure proper planning, management, and completion of the project, which includes funds sufficient to pay the non-Federal share of project costs, when applicable.

B. TECHNICAL PROPOSAL. In coordination with the Forest Service, prepare and submit for review a Technical Proposal, which will be attached as Appendix B when finalized. This Technical Proposal must address agreed upon land management activities within in the Stewardship Project Area displayed in Appendix C, for the proposed operating period. The Technical Proposal must abide by all laws and regulations pertaining to the management and protection of National Forest System (NFS) lands and adhere to the National Environmental Policy Act (NEPA) document and all mitigation identified therein. The Technical Proposal will be used to make an evaluation and arrive at a determination as to whether the proposal will meet the requirements of the Forest Service. Therefore, the Technical Proposal must present sufficient information to reflect a thorough understanding of the requirements and a detailed description of the techniques, procedures, and program for achieving the objectives of the specifications/statement of work. Technical Proposals will be evaluated on the basis of the following criteria. As a minimum, the Technical Proposal must clearly provide the following:

1. A plan of operations for stewardship project work. Include a timeline and the rationale for the work activities identified to ensure activities will be completed by the expiration date of the agreement.

2. Quality control plan for stewardship projects.

The approved Technical Proposal will become part of this agreement without necessity of a formal modification.

C. BILLING. Bill the Forest Service for costs incurred on the project. *See related Provision IV. H. Payment/Reimbursement.*

IV. THE FOREST SERVICE SHALL:

A. Have the Regional Forester or authorized designee approve all stewardship project proposals.

B. Inform Itasca County of any changes in stewardship policy, law and regulations.

C. Recognize Itasca County's contribution, in a manner acceptable to both parties, in news releases, interpretive signs, photographs, or other media as appropriate.

D. SERVICE WORK. Review the Technical Proposal and work with Itasca County to make any necessary changes. *See related Provision III-B.*

E. TECHNICAL PROPOSAL EVALUATION. Evaluate the Technical Proposal on technical and cost evaluation criteria, such as, but not limited to:

1. Timber Harvest.
2. Slash Treatment - Capable of the greatest utilization of Non-sawtimber and Biomass.
3. Weed Treatment.
4. Quality Control.
5. Utilization of Local Work Force.

F. TECHNICAL PROPOSAL REVIEW. Review the Technical Proposal and work with Itasca County to make any necessary changes. *See related Provision III-B.*

G. PAYMENT/REIMBURSEMENT The Forest Service shall reimburse Itasca County for the Forest Service's share of actual expenses incurred, **not to exceed $152,934.00**,as shown in the Financial Plan. In order to approve a Request for Reimbursement, the Forest Service shall review such requests to ensure payments for reimbursement are in compliance and otherwise consistent with the terms of the agreement. The Forest Service shall make payment upon receipt of **Itasca County's Annual invoice**. Each invoice from Itasca County shall display the total project costs for the billing period, separated by Forest Service and Itasca County's share. In-kind contributions must be displayed as a separate line item and must not be included in the total project costs available for reimbursement. The final invoice must display Itasca County's full match towards the project, as shown in the financial plan, and be submitted no later than 120 days from the expiration date.

Each invoice must include, at a minimum:

1. Itasca County's name, address, and telephone number.
2. Forest Service agreement number: **24-SA-11090300-024**.
3. Invoice date.
4. Performance dates of the work completed (start & end).
5. Total invoice amount for the billing period, separated by Forest Service and Itasca County share with in-kind contributions displayed as a separate line item.
6. Display all costs, both cumulative and for the billing period, by separate cost element as shown on the financial plan.
7. Cumulative amount of Forest Service payments to date.
8. Statement that the invoice is a request for payment by "reimbursement".
9. If using SF-270, a signature is required.
10. Invoice Number, if applicable.

The invoice must be forwarded to:

EMAIL: SM.FS.ASC_GA@USDA.GOV

FAX: 877-687-4894

POSTAL: USDA Forest Service
Albuquerque Service Center
Payments – Grants & Agreements
101B Sun Ave NE
Albuquerque, NM 87109

Send a copy to: Trapper Marshall, trapper.marshall@usda.gov

V. IT IS MUTUALLY AGREED AND UNDERSTOOD BY AND BETWEEN THE PARTIES THAT:

A. PRINCIPAL CONTACTS. Individuals listed below are authorized to act in their respective areas for matters related to this Stewardship Agreement.

Principal Partner Contacts:

Ryan Sutherland 123 4th St NW Grand Rapids, MN 55744 218-327-2853 218-327-0688 FAX ryan.sutherland@co.itasca.mn.us	See Cooperator Program Contact
Title/Role/Responsibility: Cooperator Program Contact	*Title/Role/Responsibility*:

Principal U.S. Forest Service Contacts:

Trapper Marshall 200 Ash Ave NW Cass Lake, Mn, 56633 218-556-3094 218-335-8699 FAX trapper.marshall@usda.gov	Andrea Grimm 200 Ash Ave NW Cass Lake, Mn, 56633 218-481-1256 Email: andrea.grimm@usda.gov
Title/Role/Responsibility: Program Manager	*Title/Role/Responsibility*: Grants Management Specialist

B. ASSURANCE REGARDING FELONY CONVICTION OR TAX DELINQUENT STATUS FOR CORPORATE ENTITIES. This agreement is subject to the provisions

contained in the Department of Interior, Environment, and Related Agencies Appropriations Act, 2012, P.L. No. 112-74, Division E, Section 433 and 434 regarding corporate felony convictions and corporate federal tax delinquencies. Accordingly, by entering into this agreement Itasca County acknowledges that it: 1) does not have a tax delinquency, meaning that it is not subject to any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, and (2) has not been convicted (or had an officer or agent acting on its behalf convicted) of a felony criminal violation under any Federal law within 24 months preceding the agreement, unless a suspending and debarring official of the United States Department of Agriculture has considered suspension or debarment is not necessary to protect the interests of the Government. If Itasca County fails to comply with these provisions, the U.S. Forest Service will annul this agreement and may recover any funds Itasca County has expended in violation of sections 433 and 434.

C. AVAILABILITY FOR CONSULTATION. Both parties will make themselves available at mutually agreeable times, for continuing consultation to discuss the conditions covered by this Stewardship Agreement and agree to actions essential to fulfill its purposes.

D. ANNUAL MEETING. At a minimum, the parties will meet annually to discuss potential stewardship projects and jointly review the active stewardship project proposal list.

E. ENVIRONMENTAL MANAGEMENT SYSTEM (EMS). The parties will comply with the Forest Service's environmental management system (EMS) which is a systematic approach to improving environmental performance by identifying activities and environmental impacts that occur on National forest system (NFS) lands. The Forest Service will provide Itasca County with details for compliance.

F. NEPA COMPLIANCE. The Forest Service will assure that this Stewardship Agreement incorporates necessary design criteria and standards for operation to comply with the NEPA document. Itasca County will work with the Forest Service to comply with these terms on the ground.

G. LIMITATION OF FUNDS. U.S. Forest Service funds in the amount of **$ 152,934.00** are currently available for performance of this agreement through **May 1st, 2034**. The U.S. Forest Service's obligation for performance of this agreement beyond this date is contingent upon the availability of appropriated funds from which payment can be made. No legal liability on the part of the U.S. Forest Service for any payment above this amount until Itasca County receives notice of availability confirmed in a written modification by the U.S. Forest Service.

H. OVERPAYMENT. Any funds paid to Itasca County in excess of the amount entitled under the terms and conditions of this agreement constitute a debt to the Federal Government. The following must also be considered as a debt or debts owed by Itasca County to the Forest Service:

- Any interest or other investment income earned on advances of agreement funds; or

- Any royalties or other special classes of program income which, under the provisions of the agreement are required to be returned.

If this debt is not paid according to the terms of the bill for collection issued for the overpayment, the Forest Service may reduce the debt by:

1. Making an aministrative offset against other requests for reimbursement.
2. Withholding advance payments otherwise due to Itasca County.
3. Taking other action permissed by statute (31 U.S.C. 3716 and 7 CFR, Part 3, Subpart B).

Except as otherwise provided by law, the Forest Service may charge interest on an overdue debt.

H. TECHNICAL AND COST EVALUATION. Best approach determination is the evaluation method used by the Forest Service to approve stewardship agreement technical proposals. Such consideration shall primarily consider criteria other than cost. These non-price criteria include, but are not limited to:

1. The extent of mutual interest and benefit.
2. The advantages and effectiveness of mutual participation.
3. Joint expertise.
4. Past performance.
5. Technical approach.
6. Factors relevant to cost such as volunteer participation, contribution from other parties, cost sharing, etc.
7. Ability to utilize, educate and/or train a local workforce.
8. Benefits to the local community.
9. Ability to complete work in a timely manner.
10. Experience in performing similar work.
11. Ability to conduct work in an environmentally sound manner.

I. NOTICES. Any communications affecting the operations covered by this agreement given by the Forest Service or Itasca County is sufficient only if in writing and delivered in person, mailed, or transmitted electronically by e-mail or fax, as follows:

To the Forest Service Program Manager, at the address specified in this Stewardship Agreement.

To Itasca County, at Itasca County's address shown in this Stewardship Agreement or such other address designated within this Stewardship Agreement.

Notices will be effective when delivered in accordance with this provision, or on the effective date of the notice, whichever is later.

J. PARTICIPATION IN SIMILAR ACTIVITIES. This Stewardship Agreement in no way restricts the Forest Service or Itasca County from participating in similar activities with other public or private agencies, organizations, and individuals.

K. ENDORSEMENT. Any of Itasca County's contributions made under this Stewardship Agreement do not by direct reference or implication convey Forest Service endorsement of Itasca County's products or activities.

L. NON-FEDERAL STATUS FOR COOPERATOR PARTICIPANTS. Itasca County agree(s) that any of Itasca County's employees, volunteers, and program participants shall not be deemed to be Federal employees for any purposes including Chapter 171 of Title 28, United States Code (Federal Tort Claims Act) and Chapter 81 of Title 5, United States Code (OWCP), as Itasca County has hereby willingly agreed to assume these responsibilities.

Further, Itasca County shall provide any necessary training to Itasca County's employees, volunteers, and program participants to ensure that such personnel are capable of performing tasks to be completed. Itasca County shall also supervise and direct the work of its employees, volunteers, and participants performing under this agreement.

M. MEMBERS OF U.S. CONGRESS. Pursuant to 41 U.S.C. 22, no member of, or delegate to, Congress shall be admitted to any share or part of this Stewardship Agreement, or benefits that may arise therefrom, either directly or indirectly.

N. DRUG-FREE WORKPLACE.

1. Itasca County agree(s) that it will publish a drug-free workplace statement and provide a copy to each employee who will be engaged in the performance of any project/program that receives Federal funding. The statement must

   a. Tell the employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in its workplace;

   b. Specify the actions Itasca County will take against employees for violating that prohibition; and

   c. Let each employee know that, as a condition of employment under any award, the employee:

      (1) Shall abide by the terms of the statement, and

      (2) Shall notify you in writing if he or she is convicted for a violation of a criminal drug statute occurring in the workplace, and must do so no more than five calendar days after the conviction.

2. Itasca County agree(s) that it will establish an ongoing drug-free awareness program to inform employees about

   a. The dangers of drug abuse in the workplace;

   b. The established policy of maintaining a drug-free workplace;

   c. Any available drug counseling, rehabilitation and employee assistance programs; and

   d. The penalties that you may impose upon them for drug abuse violations occurring in the workplace.

3. Without the Program Manager's expressed written approval, the policy statement and program must be in place as soon as possible, no later than the 30 days after the effective date of this Stewardship Agreement, or the completion date of this Stewardship Agreement, whichever occurs first.

4. Itasca County agree(s) to immediately notify the Program Manager if an employee is convicted of a drug violation in the workplace. The notification must be in writing, identify the employee's position title, the number of each project which the employee worked. The notification must be sent to the Program Manager within ten calendar days after Itasca County learn(s) of the conviction.

5. Within 30 calendar days of learning about an employee's conviction, Itasca County shall either:

   a. Take appropriate personnel action against the employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973 (29 USC 794), as amended, or

   b. Require the employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for these purposes by a Federal, State or local health, law enforcement, or other appropriate agency.

O. NONDISCRIMINATION. The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or a part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, and so forth.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). To file a complaint of discrimination, write to USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer.

P. ELIGIBLE WORKERS. Itasca County shall ensure that all employees complete the I-9 form to certify that they are eligible for lawful employment under the Immigration and Nationality Act (8 USC 1324a). Itasca County shall comply with regulations regarding certification and retention of the completed forms. These requirements also apply to any contract or supplemental agreement awarded under this Stewardship Agreement.

Q. SYSTEM FOR AWARD MANAGEMENT REGISTRATION REQUIREMENT (SAM). Itasca County shall maintain current organizational information and the original Unique Entity Identifier (UEI) provided for this agreement in the System for Award Management (SAM) until receipt of final payment. This requires annual review and updates, when needed, of organizational information after the initial registration. More frequent review and updates may be required for changes in organizational information or agreement term(s). Any change to the original UEI provided in this agreement will result in termination of this agreement and de-obligation of any remaining funds. For purposes of this agreement, System for Award Management (SAM) means the Federal repository into which an entity must provide information required for the conduct of business as a Cooperative. Additional information about registration procedures may be found at the SAM Internet site at www.sam.gov.

R. STANDARDS FOR FINANCIAL MANAGEMENT.

1. Financial Reporting

Itasca County shall provide complete, accurate, and current financial disclosures of the project or program in accordance with any financial reporting requirements, as set forth in the financial provisions.

2. Accounting Records

Itasca County shall continuously maintain and update records identifying the source and use of funds. The records shall contain information pertaining to the agreement, authorizations, obligations, unobligated balances, assets, outlays, and income.

3. Internal Control

Itasca County shall maintain effective control over and accountability for all Forest Service funds. Itasca County shall keep effective internal controls to ensure that all United States Federal funds received are separately and properly allocated to the activities described in the agreement and used solely for authorized purposes.

4. Source Documentation

Itasca County shall support all accounting records with source documentation. These documentations include, but are not limited to, cancelled checks, paid bills, payrolls,

contract documents. These documents must be made available to the Forest Service upon request.

S. AGREEMENT CLOSEOUT. Within 120 days after expiration or notice of termination the parties shall close out the award/agreement.

Any unobligated balance of cash advanced to the Itasca County must be immediately refunded to the Forest Service, including any interest earned in accordance with 7CFR3016.21/2CFR 215.22.

Within a maximum of 120 days following the date of expiration or termination of this grant, all financial performance and related reports required by the terms of the agreement must be submitted to the Forest Service by Itasca County.

If this agreement is closed out without audit, the Forest Service reserves the right to disallow and recover an appropriate amount after fully considering any recommended disallowances resulting from an audit which may be conducted later.

T. PROGRAM MONITORING AND PROGRAM PERFORMANCE REPORTS. The parties to this agreement shall monitor the performance of activities under this Stewardship Agreement to ensure that performance goals are being achieved.

Performance reports must contain information on the following:

- A comparison of actual accomplishments to the goals established for the period. Where the output of the project can be readily expressed in numbers, a computation of the cost per unit of output, if applicable.

- Reason(s) for delay if established goals were not met.

- Additional pertinent information.

Itasca County shall **submit Annual performance reports** to the U.S. Forest Service Program Manager. These reports are due 90 days after the reporting period. The final performance report shall be submitted either with Itasca County's final payment request, or separately, but not later than 120 days from the expiration date of this Stewardship Agreement.

U. RETENTION AND ACCESS REQUIREMENTS FOR RECORDS. Itasca County shall retain all records pertinent to this Stewardship Agreement for a period of no less than three years from the expiration or termination date. As used in this provision, records include books, documents, accounting procedures and practice, and other data, regardless of the type or format. Itasca County shall provide access and the right to examine all records related to this Stewardship Agreement to the Forest Service Inspector General, or Comptroller General or their authorized representative. The rights of access in this section

must not be limisted to the required retention periond but must last as long as records are kept.

If any litigation, claim, negotiation, audit, or other action involving the records has been started before the end of the 3-year period, the records must be kept until all issues are resolved, or until the end of the regular 3-year period, whichever is later.

Records for nonexpendable property acquired in whole or in part, with Federal funds shall be retained for 3 years after its final disposition.

V. FREEDOM OF INFORMATION ACT (FOIA). Public access to Stewardship Agreement records must not be limited, except when such records must be kept confidential and would have been exempted from disclosure pursuant to "Freedom of Information" regulations (5 U.S.C. 552).

Public access to culturally sensitive data and information of Federally-recognized Tribes may also be explicitly limited by P.L. 110-234, Title VIII Subtitle B §8106 (2008 Farm Bill).

W. TEXT MESSAGING WHILE DRIVING. In accordance with Executive Order (EO) 13513, "Federal Leadership on Reducing Text Messaging While Driving," any and all text messaging by Federal employees is banned: a) while driving a Government owned vehicle (GOV) or driving a privately owned vehicle (POV) while on official Government business; or b) using any electronic equipment supplied by the Government when driving any vehicle at any time. All Cooperators, their Employees, Volunteers, and Contractors are encouraged to adopt and enforce policies that ban text messaging when driving company owned, leased or rented vehicles, POVs or GOVs when driving while on official Government business or when performing any work for or on behalf of the Government.

X. FUNDING EQUIPMENT AND SUPPLIES. Federal funding under this Stewardship Agreement are not available for reimbursement of Itasca County's purchase of equipment and supplies. Equipment is defined as having a fair market value of over $5,000 per unit and a useful life of over one year.

Y. PROPERTY IMPROVEMENTS. Improvements placed on National Forest System land at the direction or with approval of the Forest Service becomes property of the United States. These improvements are be subject to the same regulations and administration of the Forest Service as would other National Forest improvements of a similar nature. No part of this Stewardship Agreement entitles Itasca County to any interest in the improvements, other than the right to use and enjoy them under applicable Forest Service regulations.

Z. OFFSETS, CLAIMS AND RIGHTS. Any and all activities entered into or approved by this Stewardship Agreement will create and support afforestation/ reforestation efforts within the National Forest System without generating carbon credits. The Forest Service does not make claims of permanence or any guarantees of carbon sequestration on lands

reforested or afforested through Itasca County's assistance. The Forest Service will provide for long-term management of reforested and afforested lands, according to applicable Federal statute regulations and forest plans.

AA. REMEDIES FOR COMPLIANCE RELATED ISSUES. If Itasca County materially fail(s) to comply with any term of the Stewardship Agreement, whether stated in a Federal statute or regulation, an assurance, the Stewardship Agreement, the Forest Service may take one or more of the following actions:

1. Temporarily withhold cash payments pending correction of the deficiency by Itasca County or more severe enforcement action by the Forest Service;

2. Disallow (that is, deny both use of funds and matching credit for) all or part of the cost of the activity or action not in compliance;

3. Wholly or partly suspend or terminate the current Stewardship Agreement for Itasca County's program;

4. Withhold further awards for the program, or

5. Take other remedies that may be legally available, including debarment procedures under 2 CFR part 417.

BB. TERMINATION BY MUTUAL AGREEMENT. This Stewardship Agreement may be terminated, in whole or part, as follows:

- When the Forest Service and Itasca County agree upon the termination conditions, including the effective date and, in the case of partial termination, the portion to be terminated.

- By 30 days written notification by Itasca County to the Forest Service setting forth the reasons for termination, effective date, and in the case of partial termination, the portion to be terminated. If the Forest Service decides that the remaining portion of the Stewardship Agreement must not accomplish the purpose for which the Stewardship Agreement was made, the Forest Service may terminate the award upon 30 days written notice in its entirety.

Upon termination of an Stewardship Agreement, Itasca County shall not incur any new obligations for the terminated portion of the Stewardship Agreement after the effective date, and shall cancel as many outstanding obligations as possible. The Forest Service shall allow full credit to Itasca County for the Forest Service share of obligations that cannot be canceled and were properly incurred by Itasca County up to the effective date of the termination. Excess funds shall be refunded within 60 days after the effective date of termination.

CC. ALTERNATE DISPUTE RESOLUTION – PARTNERSHIP AGREEMENT. In the event

of any issue of controversy under this agreement, the parties may pursue Alternate Dispute Resolution procedures to voluntarily resolve those issues. These procedures may include, but are not limited to conciliation, facilitation, mediation, and fact finding.

DD. DEBARMENT AND SUSPENSION. Itasca County shall immediately inform the Forest Service if they or any of their principals are presently excluded, debarred, or suspended from entering into covered transactions with the Federal government according to the terms of 2 CFR Part 180. Additionally, should Itasca County or any of their principals receive a transmittal letter or other official Federal notice of debarment or suspension, then they shall notify the Forest Service without undue delay. This applies whether the exclusion, debarment, or suspension is voluntary or involuntary.

EE. MODIFICATION. Modifications within the scope of this Stewardship Agreement must be made by mutual consent of the parties, by the issuance of a written modification signed and dated by all properly authorized, signatory officials, prior to any changes being performed. Requests for modification should be made in writing, at least 30 days prior to implementation of the requested change. The Forest Service is not obligated to fund any changes not properly approved in advance.

FF. COMMENCEMENT/EXPIRATION DATE. This Stewardship Agreement is executed as of the date of the last signature and is **effective through May 1st, 2034** at which time it will expire. The expiration date is the final date for completion of all work activities under this agreement.

GG. AUTHORIZED REPRESENTATIVES. By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties are authorized to act in their respective areas for matters related to this Stewardship Agreement.

In witness whereof, the parties have executed this Stewardship Agreement as of the last date written below.

KAREN GRANDIA, County Engineer Itasca County	Date
MICHAEL STANSBERRY, Forest Supervisor U.S. Forest Service, Chippwa National Forest	Date

The authority and format of this Stewardship Agreement have been reviewed and approved for signature.

BRENDA FRENZEL Digitally signed by BRENDA FRENZEL Date: 2024.06.26 09:44:32 -05'00'	6/26/24
BRENDA FRENZEL U.S. Forest Service Grants Management Specialist	Date

Paperwork Reduction Act Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond, to a collection of information unless it displays a valid OMB control number. Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. The OMB control number for this information collection is 0596-0217. Response to this collection of information is mandatory. The authority to collect the information Section 7 of the Granger-Thye Act (16 U.S.C. 580d) and Title IV of the Federal Land Policy and Management Act of 1976 (43 U.S.C. 1751-1753). The time required to complete this information collection is estimated to average 4 hours per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: U.S. Department of Agriculture, Clearance Officer, OIRM, 1400 Independence Avenue, SW, Room 404-W, Washington, D.C. 20250; and to the Office of Management and Budget, Paperwork Reduction Project (OMB# 0596-0217), 725 17th Street NW, Washington, D.C. 20503.

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

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

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

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

The Privacy Act of 1974, 5 U.S.C. 552a and the Freedom of Information Act, 5 U.S.C. 552 govern the confidentiality to be provided for information received by the Forest Service.

APPENDIX A
DEFINITIONS

Technical and Cost Evaluation. The evaluation used by the Forest Service to award projects. Such consideration shall primarily consider criteria other than cost. These non-price criteria include, but are not limited to, extent of mutual cooperation and benefits, past performance, experience, technical approach, and benefits to the local community.

Integrated Resource Service Account. The account maintained by the Forest Service of all Itasca County's deposits, credits, payment guarantees, and charges for:

1. Timber at Timber Payment rates;
2. Brush disposal, road maintenance, and agreement scaling rates;
3. Stewardship Credits established; and
4. Other charges provided in this agreement.

Operations. Any industrial activity involving the felling, skidding, and processing of timber and biomass.

Operations Fire. An "Operations Fire" is a fire caused by Itasca County's Operations, in the course of fulfilling the agreement, other than a Negligent Fire.

agrees to reimburse Forest Service for such cost for each Operations Fire, subject to a maximum of the dollar amount stated in Appendix F.15. The cost of Itasca County's actions, supplies, and equipment on any such fire provided pursuant to **Appendix G.47 Fire Control**, or otherwise at the request of Forest Service, shall be credited toward such maximum. If Itasca County's actual cost exceeds its fire liability limit stated in Appendix F.15, Forest Service shall reimburse Itasca County for the excess.

Negligent Fire. A "Negligent Fire" is a fire caused by carelessness or fault of Itasca County's Operations, including, but not limited to, one caused by smoking by persons engaged in Itasca County's Operations during the course of their service, or during rest or lunch periods; or if Itasca County's failure to comply with the requirements of **Appendix G.46 Fire Precautions and Control** results in a fire starting or permits a fire to spread. Damages and the cost of suppressing Negligent Fires shall be borne by Itasca County.

Payment Guarantee. In lieu of establishing Stewardship Credits or establishing advanced deposits, Appendix F, for advance payment of Included Timber, Itasca County may guarantee payment by furnishing and maintaining an acceptable surety bond or deposit in a Federal Depository negotiable security of the United States. The securities shall be deposited through the Regional Fiscal Agent accompanied by a power of attorney and agreement authorizing the bond-approving officer to sell or collect such securities if payment is not made within 30 days of billing by the Forest Service. The penal sum of such surety bond or market value at time of deposit of such negotiable securities shall be the maximum amount of the payment guaranteed. In lieu of surety bond or negotiable securities as a payment guarantee, Itasca County may use an Irrevocable Letter of Credit when approved by the Forest Service.

Required Deposits. Deposits Itasca County may be required to pay for brush disposal (16 U.S.C. 490) and road maintenance (16 U.S.C. 537), erosion control, etc.

Retained Receipts. The portion of residual receipts that is deposited in the Forest Service SSCC account and retained for transfer to other stewardship contracts or stewardship agreements when approved in advance by the Regional Forester in accordance with sections FSH 2409.19, sections 67.1 and 67.3.

Stewardship Credits. Credits that are earned and established when work listed in the schedule of items has been performed and accepted.

Stewardship Project Proposal. A written request submitted by Forest and Grassland Supervisors to the Regional Forester for review and approval for proposed stewardship projects. The request for approval must include appropriate information about the proposed project, such as land management goals of the project, the total value of the project, products to be removed, the value of services to be received, the value of goods to be exchanged for services, contributed funds or work to be received, and expected residual receipts from the project.

After reviewing a proposed project, the Regional Forester shall approve or disapprove the project through a formal written reply in correspondence to the Forest or Grassland Supervisor. Only the projects and associated work activities approved by the Regional Forester with completed NEPA analysis are to be included in this Stewardship Agreement.

APPENDIX B
TECHNICAL PROJECT PROPOSAL AND PLAN OF OPERATIONS

I. General Project Description:

This technical proposal covers the coordination, plan of operations, and implementation for the road improvements within the Chippewa National Forest and Itasca County.

II. PROJECT SPECIFICS:

The Itasca County Highway Department and Chippewa National Forest will work together in coordinating improvements on roads, bridges, and other water structures/crossings to address water quality, watershed restoration, and, non-native invasive weed concerns. Annually a Plan of Operations shall be established. The work will include but is not limited to the following:

- Hauling and placing aggregate, reshaping roadways, culvert replacements and maintenance, bridge repair and maintenance, and road washout repairs that impact water quality. This work includes unplanned or "emergency" work subject to the conditions of this agreement.

- Trimming of hazardous trees from the roadside, shoulder mowing, and full width mowing to mitigate non-native invasive species.

- Roadway drainage restoration and installing or replacing drainage structures such as but not limited to culverts, water crossings, and AOP (Aquatic Organism Passage) projects.

No less than annually Itasca County and the Chippewa National Forest shall develop a plan of operations for the next "Construction Season" that includes specific work items, locations, time of operations and a plan or schedule for completion.

A. Itasca County Highway Department will:

1. Provide labor, supplies, and personnel for implementation or personnel to administer contracts for improvements to roads needing maintenance.

2. Use Best Management Practices on all maintenance work.

3. Provide updates to CNF staff on improvements made each season.

B. Term of Seasonal Operating Plan:

The project work will be completed during the entire length of this agreement, which all work shall be completed prior to May 1st 2034.

C. Payments/Reimbursements:

The Itasca County Highway Department will be responsible for billing the Chippewa National Forest monthly for the work completed.

D. 2024 Plan of Operations –

1. HWY 37 AOP Project – Replacement of 2 CMP culverts with Arch Pipes to meet AOP specification, restore natural stream velocities, and reestablish the natural stream alignment.

2. Gravel placement including material hauling, roadway reshaping, and grading for proper drainage establishment and reduction of sediment deposition on:

    (1) NFSR2033 – Rainbow Road
    (2) NFSR2151 – Mac Road
    (3) NFSR2143 – Forestry Road/Wilderness Trail
    (4) NFSR2231 – (Itasca 163/Kinghurst Rd)
    (5) NFSR2147 – Northstar Lake Road

3. Calcium Chloride Treatment for dust control on NFSR2143. This treatment stabilizes the existing gravel surface by reducing fine particle erosion and sedimentation. It also mitigates fine particulates in the air which helps maintain healthy watersheds, reduces air pollution, and the deposition of dust on adjacent vegetation.

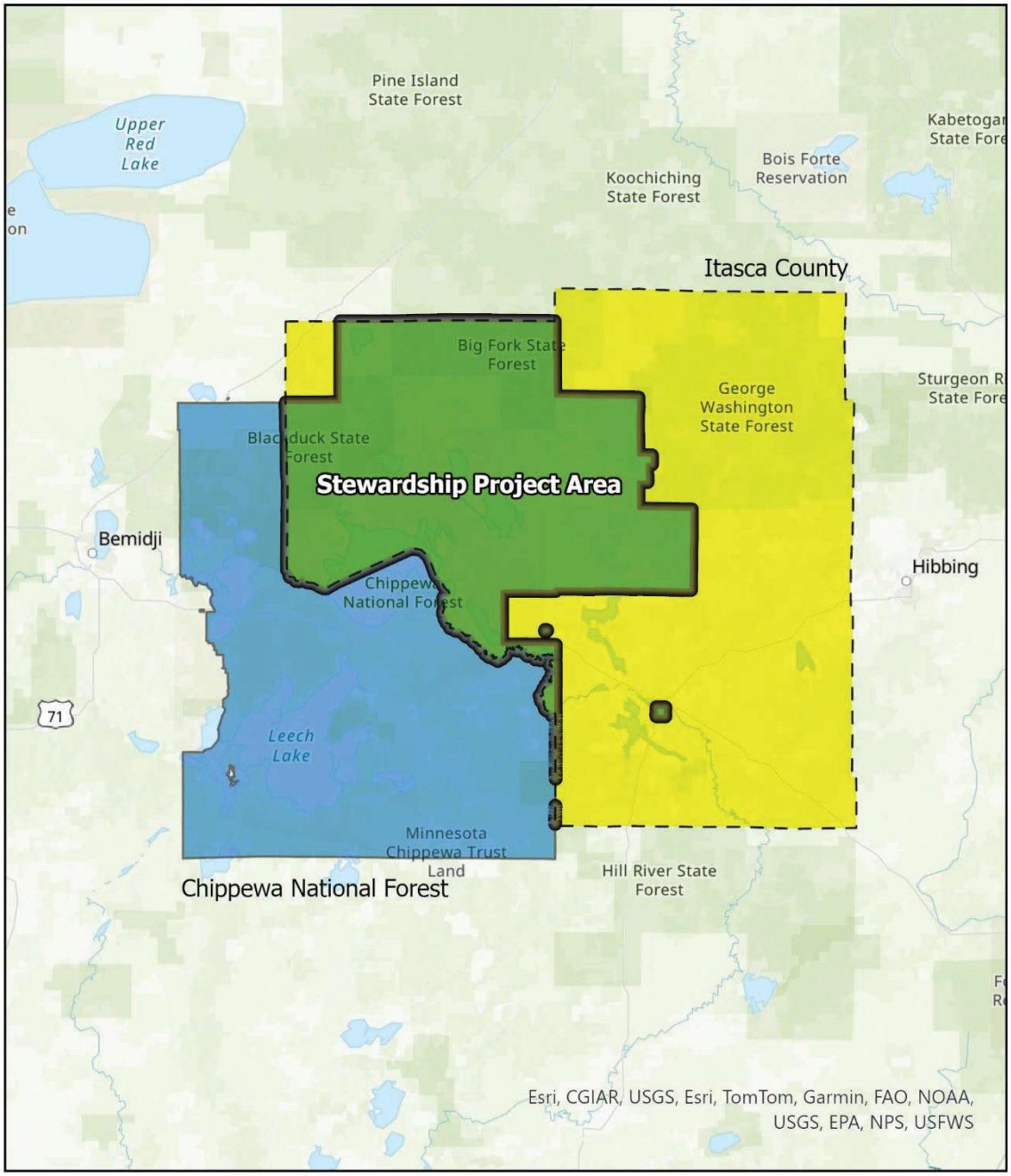
4. Other planned maintenance items as needed. Maintenance may include (but will not be limited to) culvert replacement, road washout repair, spot gravel, hazardous tree removal, mowing, and non-native invasive species management in order to continue to promote healthy forest stands and the restoration and maintenance of wildlife and fish habitat.

Subsequent years' plan of operations will be developed prior to that year's field season.

APPENDIX C
MAP OF STEWARDSHIP PROJECT AREA

Project Location:

The restoration service projects are located Forest-wide on multiple Ranger Districts. All of the proposed stewardship activities will be conducted within the Chippewa National Forest Proclamation Boundary (see map below). The Forest plans on using Wyden Amendment Authority to complete restoration work identified in the stewardship proposal that occur on non-Forest Service lands within the proclamation boundary.



U.S. Forest Service

OMB 0596-0217
FS-1500-17B

Appendix D

USFS Agreement No.: 24SA11090300024 Mod. No.:

Cooperator Agreement No.:

Note: This Financial Plan may be used when:
(1) No program income is expected and
(2) The Cooperator is not giving cash to the FS and
(3) There is no other Federal funding

Agreements Financial Plan (Short Form)

Financial Plan Matrix: Note: All columns may not be used. Use depends on source and type of contribution(s).

	FOREST SERVICE CONTRIBUTIONS		COOPERATOR CONTRIBUTIONS		
	(a)	(b)	(c)	(d)	
COST ELEMENTS	Noncash	Cash to Cooperator	Noncash	In-Kind	(e) Total
Direct Costs					
Salaries/Labor	$4,000.00	$0.00	$9,900.00	$0.00	$13,900.00
Travel	$0.00	$0.00	$0.00	$0.00	$0.00
Equipment	$0.00	$97,500.00	$41,500.00	$0.00	$139,000.00
Supplies/Materials	$0.00	$55,434.00	$0.00	$0.00	$55,434.00
Printing	$0.00	$0.00	$0.00	$0.00	$0.00
Other	$0.00	$0.00	$16,622.00	$0.00	$16,622.00
Other					$0.00
Subtotal	$4,000.00	$152,934.00	$68,022.00	$0.00	$224,956.00
Coop Indirect Costs		$0.00	$0.00		$0.00
FS Overhead Costs	$0.00				$0.00
Total	$4,000.00	$152,934.00	$68,022.00	$0.00	
Total Project Value:					$224,956.00

Matching Costs Determination	
Total Forest Service Share = (a+b) ÷ (e) = (f)	(f) 69.76%
Total Cooperator Share (c+d) ÷ (e) = (g)	(g) 30.24%
Total (f+g) = (h)	(h) 100.00%

WORKSHEET FOR

FS Non-Cash Contribution Cost Analysis, Column (a)

Salaries/Labor

Standard Calculation

Job Description		Cost/Day	# of Days		Total
Forest Engineer		$400.00	10.00		$4,000.00
					$0.00
					$0.00

Non-Standard Calculation

Total Salaries/Labor		**$4,000.00**

Travel

Standard Calculation

Travel Expense	Employees	Cost/Trip	# of Trips		Total
					$0.00
					$0.00

Non-Standard Calculation

Total Travel		**$0.00**

Subtotal Direct Costs	$4,000.00

Forest Service Overhead Costs

Current Overhead Rate	Subtotal Direct Costs			Total
	$4,000.00			$0.00
Total FS Overhead Costs				**$0.00**

TOTAL COST	**$4,000.00**

WORKSHEET FOR

FS Cash to the Cooperator Cost Analysis, Column (b)

Equipment

Standard Calculation

Piece of Equipment		Cost/Hour	# of hour		Total
Mower Tractor Combination + Operator		$115.00	100.00		$11,500.00
Rubber Tire Backhoe + Operator		$125.00	124.00		$15,500.00
Motorgrader + Operator		$125.00	250.00		$31,250.00
Dumptruck/Plowtruck + Operator		$125.00	200.00		$25,000.00
Excavator + Operator		$150.00	95.00		$14,250.00

Non-Standard Calculation

Total Equipment		**$97,500.00**

Supplies/Materials

Standard Calculation

Supplies/Materials		# of Items	Cost/Item	Total
5X1 Corrugated Steel Pipe		116.00	$316.11	$36,668.28
78" 16 Ga Arch 2 Pc Std		2.00	$385.86	$771.72
Lift Straps		4.00	$150.00	$600.00
Top & Bottom Step Bevel		4.00	$490.00	$1,960.00
Stabilization Materials		1.00	$15,434.00	$15,434.00

Non-Standard Calculation

Total Supplies/Materials		**$55,434.00**

Subtotal Direct Costs	$152,934.00

Cooperator Indirect Costs

Current Overhead Rate	Subtotal Direct Costs			Total
	$152,934.00			$0.00
Total Coop. Indirect Costs				**$0.00**

TOTAL COST	**$152,934.00**

WORKSHEET FOR

Cooperator Non-Cash Contribution Cost Analysis, Column (c)

Salaries/Labor

Standard Calculation

Job Description		Cost/Day	# of Days		Total
County Engineer		$500.00	10.00		$5,000.00
Assistant County Engineer		$350.00	14.00		$4,900.00
					$0.00

Non-Standard Calculation

Total Salaries/Labor					**$9,900.00**

Equipment

Standard Calculation

Piece of Equipment	# of Units	Cost/Day	# of Days		Total
Mower Tractor Combination + Operator		$1,200.00	5.00		$6,000.00
Rubber Tire Backhoe + Operator		$1,400.00	5.00		$7,000.00
Motorgrader + Operator		$1,500.00	10.00		$15,000.00
Dumptruck/Plowtruck + Operator		$1,200.00	5.00		$6,000.00
Excavator + Operator		$1,500.00	5.00		$7,500.00

Non-Standard Calculation

Total Equipment					**$41,500.00**

Standard Calculation

Item		# of Units	Cost/Unit		Total
Design/Engineering AOP		1.00	$6,000.00		$6,000.00
Contracting/Admin		1.00	$10,622.00		$10,622.00
					$0.00

Non-Standard Calculation

Total Other					**$16,622.00**

Subtotal Direct Costs	$68,022.00

Cooperator Indirect Costs

Current Overhead Rate	Subtotal Direct Costs			Total
	$68,022.00			$0.00
Total Coop. Indirect Costs				**$0.00**

TOTAL COST	**$68,022.00**

WORKSHEET FOR

Cooperator In-Kind Contribution Cost Analysis, Column (d)

Salaries/Labor					
Standard Calculation					
Job Description		Cost/Day	# of Days		Total
					$0.00
					$0.00
Non-Standard Calculation					
Total Salaries/Labor					**$0.00**

Travel					
Standard Calculation					
Travel Expense	Employees	Cost/Trip	# of Trips		Total
					$0.00
					$0.00
Non-Standard Calculation					
Total Travel					**$0.00**

Subtotal Direct Costs	$0.00

TOTAL COST	**$0.00**

FS Agreement No. 24-SA-11090300-024

Cooperator Agreement No. _____

STEWARDSHIP AGREEMENT
Between The
County of Itasca
And The
USDA, FOREST SERVICE
Chippewa National Forest

This Stewardship Agreement is hereby made and entered into by and between the County of Itasca, hereinafter referred to as "Itasca County," and the United States Department of Agriculture (USDA), Forest Service, Chippewa National Forest, hereinafter referred to as the "Forest Service," under the authority and provisions of the Agricultural Act of 2014, Pub. L. 113-79, Sec. 8205 and Wyden Amendment (Public Law 105-277, Section 323 as amended by Public Law 109-54, Section 434, and permanently authorized by Public Law 111-11, Section 3001).

Background: In 2003 Congress authorized the Forest Service and the Bureau of Land Management to enter into stewardship contracts and agreements "to achieve land management goals for the national forests that meet local and rural community needs." The primary focus of this legislation is to achieve land management goals through stewardship projects awarded under contracts or agreements. Unique to the legislation is the ability to exchange goods for services that meet the land management objectives.

The area addressed in this Stewardship Agreement is known as the Chippewa National Forest and lies within the borders of the States of Minnesota. This area includes an un-estimated number of acres to be treated during the term of this Stewardship Agreement.

This Stewardship Agreement provides a framework for cooperative road management activities between Itasca County and the Chippewa National Forest necessary to maintain and improve water quality on or near our transportation system within the Chippewa National Forest and Itasca County.

Title: Forest Service Road Improvement and Landscape Restoration in Itasca County

I. PURPOSE:

The purpose of this Stewardship Agreement is to document the cooperative effort between the parties for landscape restoration activities within the Chippewa National Forest in accordance with the following provisions and the hereby incorporated Appendices.

Appendix A	Definitions
Appendix B	Technical Proposal

Appendix C	Map of Stewardship Project Area
Appendix D	Financial Plan

II. STATEMENT OF MUTUAL BENEFIT AND INTERESTS:

The Forest Service is a land management agency dedicated to the wise use and management of National Forest System (NFS) lands, including the responsibility for maintaining and improving resource conditions.

The Chippewa National Forest manages over 290,000 acres of National Forest System (NFS) lands and many miles of roads within Itasca County.

Itasca County Highway Department is responsible for providing a safe and environmentally sound transportation system. Itasca County is also responsible for maintaining and managing many miles of roads and numerous bridges respectively that are located within the Chippewa National Forest.

The Itasca County Highway Department and the Chippewa National Forest will work together in coordinating road improvements on roads within both the Chippewa National Forest and Itasca County to address water quality, non-native invasive weed concerns, and to reduce deferred maintenance costs. The work will include but is not limited to the following:

- Hauling and placing aggregate, reshaping roadways, culvert replacements and maintenance, bridge repair and maintenance, and road washout repairs that impact water quality.

- Trimming of hazardous trees from the roadside, shoulder mowing, and full-width mowing to mitigate non-native invasive species.

- Roadway drainage restoration and installing or replacing drainage structures such as but not limited to culverts, water crossings, and AOP (Aquatic Organism Passage) projects.

Mission accomplishment for both parties will be furthered by the restoration of natural resources across the landscape.

All projects conceived under this Stewardship Agreement will undergo a collaborative process to determine specific habitat improvements. The collaborative process will ensure that the benefits of undertaking restoration activities are mutually beneficial to Itasca County and the Forest Service as well as being beneficial to a wide diversity of interests involved in collaboration.

Both parties share an interest in improving the ecosystem condition and function of the landscape. A healthy landscape provides a variety of benefits beyond the needs of a single species, and therefore benefits both parties.

It is therefore mutually beneficial for the parties to work together to implement these landscape

restoration and enhancement projects.

In consideration of the above premises, the parties agree as follows:

III. THE PARTNER SHALL:

A. LEGAL AUTHORITY. Itasca County shall have the legal authority to enter into this Stewardship Agreement, and the institutional, managerial, and financial capability to ensure proper planning, management, and completion of the project, which includes funds sufficient to pay the non-Federal share of project costs, when applicable.

B. TECHNICAL PROPOSAL. In coordination with the Forest Service, prepare and submit for review a Technical Proposal, which will be attached as Appendix B when finalized. This Technical Proposal must address agreed upon land management activities within in the Stewardship Project Area displayed in Appendix C, for the proposed operating period. The Technical Proposal must abide by all laws and regulations pertaining to the management and protection of National Forest System (NFS) lands and adhere to the National Environmental Policy Act (NEPA) document and all mitigation identified therein. The Technical Proposal will be used to make an evaluation and arrive at a determination as to whether the proposal will meet the requirements of the Forest Service. Therefore, the Technical Proposal must present sufficient information to reflect a thorough understanding of the requirements and a detailed description of the techniques, procedures, and program for achieving the objectives of the specifications/statement of work. Technical Proposals will be evaluated on the basis of the following criteria. As a minimum, the Technical Proposal must clearly provide the following:

1. A plan of operations for stewardship project work. Include a timeline and the rationale for the work activities identified to ensure activities will be completed by the expiration date of the agreement.

2. Quality control plan for stewardship projects.

The approved Technical Proposal will become part of this agreement without necessity of a formal modification.

C. BILLING. Bill the Forest Service for costs incurred on the project. *See related Provision IV. H. Payment/Reimbursement.*

IV. THE FOREST SERVICE SHALL:

A. Have the Regional Forester or authorized designee approve all stewardship project proposals.

B. Inform Itasca County of any changes in stewardship policy, law and regulations.

C. Recognize Itasca County's contribution, in a manner acceptable to both parties, in news releases, interpretive signs, photographs, or other media as appropriate.

D. SERVICE WORK. Review the Technical Proposal and work with Itasca County to make any necessary changes. *See related Provision III-B.*

E. TECHNICAL PROPOSAL EVALUATION. Evaluate the Technical Proposal on technical and cost evaluation criteria, such as, but not limited to:

1. Timber Harvest.
2. Slash Treatment - Capable of the greatest utilization of Non-sawtimber and Biomass.
3. Weed Treatment.
4. Quality Control.
5. Utilization of Local Work Force.

F. TECHNICAL PROPOSAL REVIEW. Review the Technical Proposal and work with Itasca County to make any necessary changes. *See related Provision III-B.*

G. PAYMENT/REIMBURSEMENT The Forest Service shall reimburse Itasca County for the Forest Service's share of actual expenses incurred, **not to exceed $152,934.00**,as shown in the Financial Plan. In order to approve a Request for Reimbursement, the Forest Service shall review such requests to ensure payments for reimbursement are in compliance and otherwise consistent with the terms of the agreement. The Forest Service shall make payment upon receipt of **Itasca County's Annual invoice**. Each invoice from Itasca County shall display the total project costs for the billing period, separated by Forest Service and Itasca County's share. In-kind contributions must be displayed as a separate line item and must not be included in the total project costs available for reimbursement. The final invoice must display Itasca County's full match towards the project, as shown in the financial plan, and be submitted no later than 120 days from the expiration date.

Each invoice must include, at a minimum:

1. Itasca County's name, address, and telephone number.
2. Forest Service agreement number: **24-SA-11090300-024**.
3. Invoice date.
4. Performance dates of the work completed (start & end).
5. Total invoice amount for the billing period, separated by Forest Service and Itasca County share with in-kind contributions displayed as a separate line item.
6. Display all costs, both cumulative and for the billing period, by separate cost element as shown on the financial plan.
7. Cumulative amount of Forest Service payments to date.
8. Statement that the invoice is a request for payment by "reimbursement".
9. If using SF-270, a signature is required.
10. Invoice Number, if applicable.

The invoice must be forwarded to:

EMAIL: SM.FS.ASC_GA@USDA.GOV

FAX: 877-687-4894

POSTAL: USDA Forest Service
Albuquerque Service Center
Payments – Grants & Agreements
101B Sun Ave NE
Albuquerque, NM 87109

Send a copy to: Trapper Marshall, trapper.marshall@usda.gov

V. IT IS MUTUALLY AGREED AND UNDERSTOOD BY AND BETWEEN THE PARTIES THAT:

A. PRINCIPAL CONTACTS. Individuals listed below are authorized to act in their respective areas for matters related to this Stewardship Agreement.

Principal Partner Contacts:

Ryan Sutherland 123 4th St NW Grand Rapids, MN 55744 218-327-2853 218-327-0688 FAX ryan.sutherland@co.itasca.mn.us	See Cooperator Program Contact
Title/Role/Responsibility: Cooperator Program Contact	*Title/Role/Responsibility*:

Principal U.S. Forest Service Contacts:

Trapper Marshall 200 Ash Ave NW Cass Lake, Mn, 56633 218-556-3094 218-335-8699 FAX trapper.marshall@usda.gov	Andrea Grimm 200 Ash Ave NW Cass Lake, Mn, 56633 218-481-1256 Email: andrea.grimm@usda.gov
Title/Role/Responsibility: Program Manager	*Title/Role/Responsibility*: Grants Management Specialist

B. ASSURANCE REGARDING FELONY CONVICTION OR TAX DELINQUENT STATUS FOR CORPORATE ENTITIES. This agreement is subject to the provisions

contained in the Department of Interior, Environment, and Related Agencies Appropriations Act, 2012, P.L. No. 112-74, Division E, Section 433 and 434 regarding corporate felony convictions and corporate federal tax delinquencies. Accordingly, by entering into this agreement Itasca County acknowledges that it: 1) does not have a tax delinquency, meaning that it is not subject to any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, and (2) has not been convicted (or had an officer or agent acting on its behalf convicted) of a felony criminal violation under any Federal law within 24 months preceding the agreement, unless a suspending and debarring official of the United States Department of Agriculture has considered suspension or debarment is not necessary to protect the interests of the Government. If Itasca County fails to comply with these provisions, the U.S. Forest Service will annul this agreement and may recover any funds Itasca County has expended in violation of sections 433 and 434.

C. AVAILABILITY FOR CONSULTATION. Both parties will make themselves available at mutually agreeable times, for continuing consultation to discuss the conditions covered by this Stewardship Agreement and agree to actions essential to fulfill its purposes.

D. ANNUAL MEETING. At a minimum, the parties will meet annually to discuss potential stewardship projects and jointly review the active stewardship project proposal list.

E. ENVIRONMENTAL MANAGEMENT SYSTEM (EMS). The parties will comply with the Forest Service's environmental management system (EMS) which is a systematic approach to improving environmental performance by identifying activities and environmental impacts that occur on National forest system (NFS) lands. The Forest Service will provide Itasca County with details for compliance.

F. NEPA COMPLIANCE. The Forest Service will assure that this Stewardship Agreement incorporates necessary design criteria and standards for operation to comply with the NEPA document. Itasca County will work with the Forest Service to comply with these terms on the ground.

G. LIMITATION OF FUNDS. U.S. Forest Service funds in the amount of **$ 152,934.00** are currently available for performance of this agreement through **May 1st, 2034**. The U.S. Forest Service's obligation for performance of this agreement beyond this date is contingent upon the availability of appropriated funds from which payment can be made. No legal liability on the part of the U.S. Forest Service for any payment above this amount until Itasca County receives notice of availability confirmed in a written modification by the U.S. Forest Service.

H. OVERPAYMENT. Any funds paid to Itasca County in excess of the amount entitled under the terms and conditions of this agreement constitute a debt to the Federal Government. The following must also be considered as a debt or debts owed by Itasca County to the Forest Service:

- Any interest or other investment income earned on advances of agreement funds; or

- Any royalties or other special classes of program income which, under the provisions of the agreement are required to be returned.

If this debt is not paid according to the terms of the bill for collection issued for the overpayment, the Forest Service may reduce the debt by:

1. Making an aministrative offset against other requests for reimbursement.
2. Withholding advance payments otherwise due to Itasca County.
3. Taking other action permissed by statute (31 U.S.C. 3716 and 7 CFR, Part 3, Subpart B).

Except as otherwise provided by law, the Forest Service may charge interest on an overdue debt.

H. TECHNICAL AND COST EVALUATION. Best approach determination is the evaluation method used by the Forest Service to approve stewardship agreement technical proposals. Such consideration shall primarily consider criteria other than cost. These non-price criteria include, but are not limited to:

1. The extent of mutual interest and benefit.
2. The advantages and effectiveness of mutual participation.
3. Joint expertise.
4. Past performance.
5. Technical approach.
6. Factors relevant to cost such as volunteer participation, contribution from other parties, cost sharing, etc.
7. Ability to utilize, educate and/or train a local workforce.
8. Benefits to the local community.
9. Ability to complete work in a timely manner.
10. Experience in performing similar work.
11. Ability to conduct work in an environmentally sound manner.

I. NOTICES. Any communications affecting the operations covered by this agreement given by the Forest Service or Itasca County is sufficient only if in writing and delivered in person, mailed, or transmitted electronically by e-mail or fax, as follows:

To the Forest Service Program Manager, at the address specified in this Stewardship Agreement.

To Itasca County, at Itasca County's address shown in this Stewardship Agreement or such other address designated within this Stewardship Agreement.

Notices will be effective when delivered in accordance with this provision, or on the effective date of the notice, whichever is later.

J. PARTICIPATION IN SIMILAR ACTIVITIES. This Stewardship Agreement in no way restricts the Forest Service or Itasca County from participating in similar activities with other public or private agencies, organizations, and individuals.

K. ENDORSEMENT. Any of Itasca County's contributions made under this Stewardship Agreement do not by direct reference or implication convey Forest Service endorsement of Itasca County's products or activities.

L. NON-FEDERAL STATUS FOR COOPERATOR PARTICIPANTS. Itasca County agree(s) that any of Itasca County's employees, volunteers, and program participants shall not be deemed to be Federal employees for any purposes including Chapter 171 of Title 28, United States Code (Federal Tort Claims Act) and Chapter 81 of Title 5, United States Code (OWCP), as Itasca County has hereby willingly agreed to assume these responsibilities.

Further, Itasca County shall provide any necessary training to Itasca County's employees, volunteers, and program participants to ensure that such personnel are capable of performing tasks to be completed. Itasca County shall also supervise and direct the work of its employees, volunteers, and participants performing under this agreement.

M. MEMBERS OF U.S. CONGRESS. Pursuant to 41 U.S.C. 22, no member of, or delegate to, Congress shall be admitted to any share or part of this Stewardship Agreement, or benefits that may arise therefrom, either directly or indirectly.

N. DRUG-FREE WORKPLACE.

1. Itasca County agree(s) that it will publish a drug-free workplace statement and provide a copy to each employee who will be engaged in the performance of any project/program that receives Federal funding. The statement must

   a. Tell the employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in its workplace;

   b. Specify the actions Itasca County will take against employees for violating that prohibition; and

   c. Let each employee know that, as a condition of employment under any award, the employee:

      (1) Shall abide by the terms of the statement, and

      (2) Shall notify you in writing if he or she is convicted for a violation of a criminal drug statute occurring in the workplace, and must do so no more than five calendar days after the conviction.

2. Itasca County agree(s) that it will establish an ongoing drug-free awareness program to inform employees about

   a. The dangers of drug abuse in the workplace;

   b. The established policy of maintaining a drug-free workplace;

   c. Any available drug counseling, rehabilitation and employee assistance programs; and

   d. The penalties that you may impose upon them for drug abuse violations occurring in the workplace.

3. Without the Program Manager's expressed written approval, the policy statement and program must be in place as soon as possible, no later than the 30 days after the effective date of this Stewardship Agreement, or the completion date of this Stewardship Agreement, whichever occurs first.

4. Itasca County agree(s) to immediately notify the Program Manager if an employee is convicted of a drug violation in the workplace. The notification must be in writing, identify the employee's position title, the number of each project which the employee worked. The notification must be sent to the Program Manager within ten calendar days after Itasca County learn(s) of the conviction.

5. Within 30 calendar days of learning about an employee's conviction, Itasca County shall either:

   a. Take appropriate personnel action against the employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973 (29 USC 794), as amended, or

   b. Require the employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for these purposes by a Federal, State or local health, law enforcement, or other appropriate agency.

O. NONDISCRIMINATION. The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or a part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, and so forth.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). To file a complaint of discrimination, write to USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer.

P. ELIGIBLE WORKERS. Itasca County shall ensure that all employees complete the I-9 form to certify that they are eligible for lawful employment under the Immigration and Nationality Act (8 USC 1324a). Itasca County shall comply with regulations regarding certification and retention of the completed forms. These requirements also apply to any contract or supplemental agreement awarded under this Stewardship Agreement.

Q. SYSTEM FOR AWARD MANAGEMENT REGISTRATION REQUIREMENT (SAM). Itasca County shall maintain current organizational information and the original Unique Entity Identifier (UEI) provided for this agreement in the System for Award Management (SAM) until receipt of final payment. This requires annual review and updates, when needed, of organizational information after the initial registration. More frequent review and updates may be required for changes in organizational information or agreement term(s). Any change to the original UEI provided in this agreement will result in termination of this agreement and de-obligation of any remaining funds. For purposes of this agreement, System for Award Management (SAM) means the Federal repository into which an entity must provide information required for the conduct of business as a Cooperative. Additional information about registration procedures may be found at the SAM Internet site at www.sam.gov.

R. STANDARDS FOR FINANCIAL MANAGEMENT.

1. Financial Reporting

Itasca County shall provide complete, accurate, and current financial disclosures of the project or program in accordance with any financial reporting requirements, as set forth in the financial provisions.

2. Accounting Records

Itasca County shall continuously maintain and update records identifying the source and use of funds. The records shall contain information pertaining to the agreement, authorizations, obligations, unobligated balances, assets, outlays, and income.

3. Internal Control

Itasca County shall maintain effective control over and accountability for all Forest Service funds. Itasca County shall keep effective internal controls to ensure that all United States Federal funds received are separately and properly allocated to the activities described in the agreement and used solely for authorized purposes.

4. Source Documentation

Itasca County shall support all accounting records with source documentation. These documentations include, but are not limited to, cancelled checks, paid bills, payrolls,

contract documents. These documents must be made available to the Forest Service upon request.

S. AGREEMENT CLOSEOUT. Within 120 days after expiration or notice of termination the parties shall close out the award/agreement.

Any unobligated balance of cash advanced to the Itasca County must be immediately refunded to the Forest Service, including any interest earned in accordance with 7CFR3016.21/2CFR 215.22.

Within a maximum of 120 days following the date of expiration or termination of this grant, all financial performance and related reports required by the terms of the agreement must be submitted to the Forest Service by Itasca County.

If this agreement is closed out without audit, the Forest Service reserves the right to disallow and recover an appropriate amount after fully considering any recommended disallowances resulting from an audit which may be conducted later.

T. PROGRAM MONITORING AND PROGRAM PERFORMANCE REPORTS. The parties to this agreement shall monitor the performance of activities under this Stewardship Agreement to ensure that performance goals are being achieved.

Performance reports must contain information on the following:

- A comparison of actual accomplishments to the goals established for the period. Where the output of the project can be readily expressed in numbers, a computation of the cost per unit of output, if applicable.

- Reason(s) for delay if established goals were not met.

- Additional pertinent information.

Itasca County shall **submit Annual performance reports** to the U.S. Forest Service Program Manager. These reports are due 90 days after the reporting period. The final performance report shall be submitted either with Itasca County's final payment request, or separately, but not later than 120 days from the expiration date of this Stewardship Agreement.

U. RETENTION AND ACCESS REQUIREMENTS FOR RECORDS. Itasca County shall retain all records pertinent to this Stewardship Agreement for a period of no less than three years from the expiration or termination date. As used in this provision, records include books, documents, accounting procedures and practice, and other data, regardless of the type or format. Itasca County shall provide access and the right to examine all records related to this Stewardship Agreement to the Forest Service Inspector General, or Comptroller General or their authorized representative. The rights of access in this section

must not be limisted to the required retention periond but must last as long as records are kept.

If any litigation, claim, negotiation, audit, or other action involving the records has been started before the end of the 3-year period, the records must be kept until all issues are resolved, or until the end of the regular 3-year period, whichever is later.

Records for nonexpendable property acquired in whole or in part, with Federal funds shall be retained for 3 years after its final disposition.

V. FREEDOM OF INFORMATION ACT (FOIA). Public access to Stewardship Agreement records must not be limited, except when such records must be kept confidential and would have been exempted from disclosure pursuant to "Freedom of Information" regulations (5 U.S.C. 552).

Public access to culturally sensitive data and information of Federally-recognized Tribes may also be explicitly limited by P.L. 110-234, Title VIII Subtitle B §8106 (2008 Farm Bill).

W. TEXT MESSAGING WHILE DRIVING. In accordance with Executive Order (EO) 13513, "Federal Leadership on Reducing Text Messaging While Driving," any and all text messaging by Federal employees is banned: a) while driving a Government owned vehicle (GOV) or driving a privately owned vehicle (POV) while on official Government business; or b) using any electronic equipment supplied by the Government when driving any vehicle at any time. All Cooperators, their Employees, Volunteers, and Contractors are encouraged to adopt and enforce policies that ban text messaging when driving company owned, leased or rented vehicles, POVs or GOVs when driving while on official Government business or when performing any work for or on behalf of the Government.

X. FUNDING EQUIPMENT AND SUPPLIES. Federal funding under this Stewardship Agreement are not available for reimbursement of Itasca County's purchase of equipment and supplies. Equipment is defined as having a fair market value of over $5,000 per unit and a useful life of over one year.

Y. PROPERTY IMPROVEMENTS. Improvements placed on National Forest System land at the direction or with approval of the Forest Service becomes property of the United States. These improvements are be subject to the same regulations and administration of the Forest Service as would other National Forest improvements of a similar nature. No part of this Stewardship Agreement entitles Itasca County to any interest in the improvements, other than the right to use and enjoy them under applicable Forest Service regulations.

Z. OFFSETS, CLAIMS AND RIGHTS. Any and all activities entered into or approved by this Stewardship Agreement will create and support afforestation/ reforestation efforts within the National Forest System without generating carbon credits. The Forest Service does not make claims of permanence or any guarantees of carbon sequestration on lands

reforested or afforested through Itasca County's assistance. The Forest Service will provide for long-term management of reforested and afforested lands, according to applicable Federal statute regulations and forest plans.

AA. REMEDIES FOR COMPLIANCE RELATED ISSUES. If Itasca County materially fail(s) to comply with any term of the Stewardship Agreement, whether stated in a Federal statute or regulation, an assurance, the Stewardship Agreement, the Forest Service may take one or more of the following actions:

1. Temporarily withhold cash payments pending correction of the deficiency by Itasca County or more severe enforcement action by the Forest Service;

2. Disallow (that is, deny both use of funds and matching credit for) all or part of the cost of the activity or action not in compliance;

3. Wholly or partly suspend or terminate the current Stewardship Agreement for Itasca County's program;

4. Withhold further awards for the program, or

5. Take other remedies that may be legally available, including debarment procedures under 2 CFR part 417.

BB. TERMINATION BY MUTUAL AGREEMENT. This Stewardship Agreement may be terminated, in whole or part, as follows:

- When the Forest Service and Itasca County agree upon the termination conditions, including the effective date and, in the case of partial termination, the portion to be terminated.

- By 30 days written notification by Itasca County to the Forest Service setting forth the reasons for termination, effective date, and in the case of partial termination, the portion to be terminated. If the Forest Service decides that the remaining portion of the Stewardship Agreement must not accomplish the purpose for which the Stewardship Agreement was made, the Forest Service may terminate the award upon 30 days written notice in its entirety.

Upon termination of an Stewardship Agreement, Itasca County shall not incur any new obligations for the terminated portion of the Stewardship Agreement after the effective date, and shall cancel as many outstanding obligations as possible. The Forest Service shall allow full credit to Itasca County for the Forest Service share of obligations that cannot be canceled and were properly incurred by Itasca County up to the effective date of the termination. Excess funds shall be refunded within 60 days after the effective date of termination.

CC. ALTERNATE DISPUTE RESOLUTION – PARTNERSHIP AGREEMENT. In the event

of any issue of controversy under this agreement, the parties may pursue Alternate Dispute Resolution procedures to voluntarily resolve those issues. These procedures may include, but are not limited to conciliation, facilitation, mediation, and fact finding.

DD. DEBARMENT AND SUSPENSION. Itasca County shall immediately inform the Forest Service if they or any of their principals are presently excluded, debarred, or suspended from entering into covered transactions with the Federal government according to the terms of 2 CFR Part 180. Additionally, should Itasca County or any of their principals receive a transmittal letter or other official Federal notice of debarment or suspension, then they shall notify the Forest Service without undue delay. This applies whether the exclusion, debarment, or suspension is voluntary or involuntary.

EE. MODIFICATION. Modifications within the scope of this Stewardship Agreement must be made by mutual consent of the parties, by the issuance of a written modification signed and dated by all properly authorized, signatory officials, prior to any changes being performed. Requests for modification should be made in writing, at least 30 days prior to implementation of the requested change. The Forest Service is not obligated to fund any changes not properly approved in advance.

FF. COMMENCEMENT/EXPIRATION DATE. This Stewardship Agreement is executed as of the date of the last signature and is **effective through May 1st, 2034** at which time it will expire. The expiration date is the final date for completion of all work activities under this agreement.

GG. AUTHORIZED REPRESENTATIVES. By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties are authorized to act in their respective areas for matters related to this Stewardship Agreement.

In witness whereof, the parties have executed this Stewardship Agreement as of the last date written below.

Karin Grandia
Digitally signed by Karin Grandia
Date: 2024.07.24 07:58:12 -05'00'

KAREN GRANDIA, County Engineer — Date
Itasca County

MICHAEL STANSBERRY
Digitally signed by MICHAEL STANSBERRY
Date: 2024.07.25 00:10:23 -05'00'

MICHAEL STANSBERRY, Forest Supervisor — Date
U.S. Forest Service, Chippwa National Forest

The authority and format of this Stewardship Agreement have been reviewed and approved for signature.

BRENDA FRENZEL
Digitally signed by BRENDA FRENZEL
Date: 2024.06.26 09:44:32 -05'00'

6/26/24

BRENDA FRENZEL — Date
U.S. Forest Service Grants Management Specialist

Paperwork Reduction Act Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond, to a collection of information unless it displays a valid OMB control number. Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. The OMB control number for this information collection is 0596-0217. Response to this collection of information is mandatory. The authority to collect the information Section 7 of the Granger-Thye Act (16 U.S.C. 580d) and Title IV of the Federal Land Policy and Management Act of 1976 (43 U.S.C. 1751-1753). The time required to complete this information collection is estimated to average 4 hours per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: U.S. Department of Agriculture, Clearance Officer, OIRM, 1400 Independence Avenue, SW, Room 404-W, Washington, D.C. 20250; and to the Office of Management and Budget, Paperwork Reduction Project (OMB# 0596-0217), 725 17th Street NW, Washington, D.C. 20503.

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

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

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

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

The Privacy Act of 1974, 5 U.S.C. 552a and the Freedom of Information Act, 5 U.S.C. 552 govern the confidentiality to be provided for information received by the Forest Service.

APPENDIX A
DEFINITIONS

Technical and Cost Evaluation. The evaluation used by the Forest Service to award projects. Such consideration shall primarily consider criteria other than cost. These non-price criteria include, but are not limited to, extent of mutual cooperation and benefits, past performance, experience, technical approach, and benefits to the local community.

Integrated Resource Service Account. The account maintained by the Forest Service of all Itasca County's deposits, credits, payment guarantees, and charges for:

1. Timber at Timber Payment rates;
2. Brush disposal, road maintenance, and agreement scaling rates;
3. Stewardship Credits established; and
4. Other charges provided in this agreement.

Operations. Any industrial activity involving the felling, skidding, and processing of timber and biomass.

Operations Fire. An "Operations Fire" is a fire caused by Itasca County's Operations, in the course of fulfilling the agreement, other than a Negligent Fire.

agrees to reimburse Forest Service for such cost for each Operations Fire, subject to a maximum of the dollar amount stated in Appendix F.15. The cost of Itasca County's actions, supplies, and equipment on any such fire provided pursuant to **Appendix G.47 Fire Control**, or otherwise at the request of Forest Service, shall be credited toward such maximum. If Itasca County's actual cost exceeds its fire liability limit stated in Appendix F.15, Forest Service shall reimburse Itasca County for the excess.

Negligent Fire. A "Negligent Fire" is a fire caused by carelessness or fault of Itasca County's Operations, including, but not limited to, one caused by smoking by persons engaged in Itasca County's Operations during the course of their service, or during rest or lunch periods; or if Itasca County's failure to comply with the requirements of **Appendix G.46 Fire Precautions and Control** results in a fire starting or permits a fire to spread. Damages and the cost of suppressing Negligent Fires shall be borne by Itasca County.

Payment Guarantee. In lieu of establishing Stewardship Credits or establishing advanced deposits, Appendix F, for advance payment of Included Timber, Itasca County may guarantee payment by furnishing and maintaining an acceptable surety bond or deposit in a Federal Depository negotiable security of the United States. The securities shall be deposited through the Regional Fiscal Agent accompanied by a power of attorney and agreement authorizing the bond-approving officer to sell or collect such securities if payment is not made within 30 days of billing by the Forest Service. The penal sum of such surety bond or market value at time of deposit of such negotiable securities shall be the maximum amount of the payment guaranteed. In lieu of surety bond or negotiable securities as a payment guarantee, Itasca County may use an Irrevocable Letter of Credit when approved by the Forest Service.

Required Deposits. Deposits Itasca County may be required to pay for brush disposal (16 U.S.C. 490) and road maintenance (16 U.S.C. 537), erosion control, etc.

Retained Receipts. The portion of residual receipts that is deposited in the Forest Service SSCC account and retained for transfer to other stewardship contracts or stewardship agreements when approved in advance by the Regional Forester in accordance with sections FSH 2409.19, sections 67.1 and 67.3.

Stewardship Credits. Credits that are earned and established when work listed in the schedule of items has been performed and accepted.

Stewardship Project Proposal. A written request submitted by Forest and Grassland Supervisors to the Regional Forester for review and approval for proposed stewardship projects. The request for approval must include appropriate information about the proposed project, such as land management goals of the project, the total value of the project, products to be removed, the value of services to be received, the value of goods to be exchanged for services, contributed funds or work to be received, and expected residual receipts from the project.

After reviewing a proposed project, the Regional Forester shall approve or disapprove the project through a formal written reply in correspondence to the Forest or Grassland Supervisor. Only the projects and associated work activities approved by the Regional Forester with completed NEPA analysis are to be included in this Stewardship Agreement.

APPENDIX B
TECHNICAL PROJECT PROPOSAL AND PLAN OF OPERATIONS

I. General Project Description:

This technical proposal covers the coordination, plan of operations, and implementation for the road improvements within the Chippewa National Forest and Itasca County.

II. PROJECT SPECIFICS:

The Itasca County Highway Department and Chippewa National Forest will work together in coordinating improvements on roads, bridges, and other water structures/crossings to address water quality, watershed restoration, and, non-native invasive weed concerns. Annually a Plan of Operations shall be established. The work will include but is not limited to the following:

- Hauling and placing aggregate, reshaping roadways, culvert replacements and maintenance, bridge repair and maintenance, and road washout repairs that impact water quality. This work includes unplanned or "emergency" work subject to the conditions of this agreement.

- Trimming of hazardous trees from the roadside, shoulder mowing, and full width mowing to mitigate non-native invasive species.

- Roadway drainage restoration and installing or replacing drainage structures such as but not limited to culverts, water crossings, and AOP (Aquatic Organism Passage) projects.

No less than annually Itasca County and the Chippewa National Forest shall develop a plan of operations for the next "Construction Season" that includes specific work items, locations, time of operations and a plan or schedule for completion.

A. Itasca County Highway Department will:

1. Provide labor, supplies, and personnel for implementation or personnel to administer contracts for improvements to roads needing maintenance.

2. Use Best Management Practices on all maintenance work.

3. Provide updates to CNF staff on improvements made each season.

B. Term of Seasonal Operating Plan:

The project work will be completed during the entire length of this agreement, which all work shall be completed prior to May 1st 2034.

C. Payments/Reimbursements:

The Itasca County Highway Department will be responsible for billing the Chippewa National Forest monthly for the work completed.

D. 2024 Plan of Operations –

1. HWY 37 AOP Project – Replacement of 2 CMP culverts with Arch Pipes to meet AOP specification, restore natural stream velocities, and reestablish the natural stream alignment.

2. Gravel placement including material hauling, roadway reshaping, and grading for proper drainage establishment and reduction of sediment deposition on:

    (1) NFSR2033 – Rainbow Road
    (2) NFSR2151 – Mac Road
    (3) NFSR2143 – Forestry Road/Wilderness Trail
    (4) NFSR2231 – (Itasca 163/Kinghurst Rd)
    (5) NFSR2147 – Northstar Lake Road

3. Calcium Chloride Treatment for dust control on NFSR2143. This treatment stabilizes the existing gravel surface by reducing fine particle erosion and sedimentation. It also mitigates fine particulates in the air which helps maintain healthy watersheds, reduces air pollution, and the deposition of dust on adjacent vegetation.

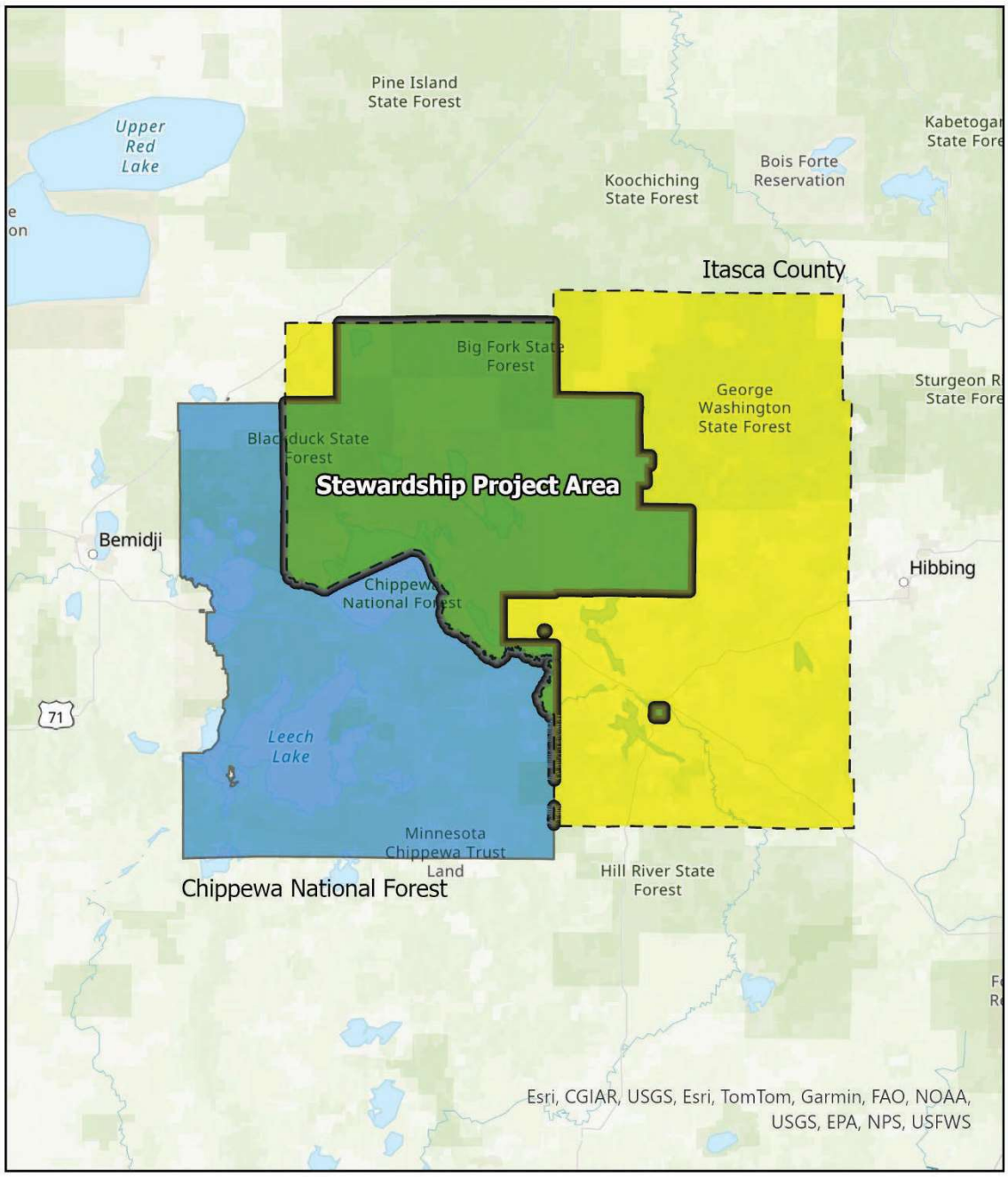
4. Other planned maintenance items as needed. Maintenance may include (but will not be limited to) culvert replacement, road washout repair, spot gravel, hazardous tree removal, mowing, and non-native invasive species management in order to continue to promote healthy forest stands and the restoration and maintenance of wildlife and fish habitat.

Subsequent years' plan of operations will be developed prior to that year's field season.

APPENDIX C
MAP OF STEWARDSHIP PROJECT AREA

Project Location:

The restoration service projects are located Forest-wide on multiple Ranger Districts. All of the proposed stewardship activities will be conducted within the Chippewa National Forest Proclamation Boundary (see map below). The Forest plans on using Wyden Amendment Authority to complete restoration work identified in the stewardship proposal that occur on non-Forest Service lands within the proclamation boundary.



U.S. Forest Service

OMB 0596-0217
FS-1500-17B

Appendix D

USFS Agreement No.: 24SA11090300024
Cooperator Agreement No.:
Mod. No.:

Note: This Financial Plan may be used when:
(1) No program income is expected and
(2) The Cooperator is not giving cash to the FS and
(3) There is no other Federal funding

Agreements Financial Plan (Short Form)

Financial Plan Matrix: Note: All columns may not be used. Use depends on source and type of contribution(s).

	FOREST SERVICE CONTRIBUTIONS		COOPERATOR CONTRIBUTIONS		
	(a)	(b)	(c)	(d)	
COST ELEMENTS	Noncash	Cash to Cooperator	Noncash	In-Kind	(e) Total
Direct Costs					
Salaries/Labor	$4,000.00	$0.00	$9,900.00	$0.00	$13,900.00
Travel	$0.00	$0.00	$0.00	$0.00	$0.00
Equipment	$0.00	$97,500.00	$41,500.00	$0.00	$139,000.00
Supplies/Materials	$0.00	$55,434.00	$0.00	$0.00	$55,434.00
Printing	$0.00	$0.00	$0.00	$0.00	$0.00
Other	$0.00	$0.00	$16,622.00	$0.00	$16,622.00
Other					$0.00
Subtotal	$4,000.00	$152,934.00	$68,022.00	$0.00	$224,956.00
Coop Indirect Costs		$0.00	$0.00		$0.00
FS Overhead Costs	$0.00				$0.00
Total	$4,000.00	$152,934.00	$68,022.00	$0.00	
Total Project Value:					$224,956.00

Matching Costs Determination	
Total Forest Service Share = (a+b) ÷ (e) = (f)	(f) 69.76%
Total Cooperator Share (c+d) ÷ (e) = (g)	(g) 30.24%
Total (f+g) = (h)	(h) 100.00%

WORKSHEET FOR

FS Non-Cash Contribution Cost Analysis, Column (a)

Salaries/Labor

Standard Calculation

Job Description		Cost/Day	# of Days		Total
Forest Engineer		$400.00	10.00		$4,000.00
					$0.00
					$0.00

Non-Standard Calculation

Total Salaries/Labor		**$4,000.00**

Travel

Standard Calculation

Travel Expense	Employees	Cost/Trip	# of Trips		Total
					$0.00
					$0.00

Non-Standard Calculation

Total Travel		**$0.00**

Subtotal Direct Costs	$4,000.00

Forest Service Overhead Costs

Current Overhead Rate	Subtotal Direct Costs			Total
	$4,000.00			$0.00
Total FS Overhead Costs				**$0.00**

TOTAL COST	**$4,000.00**

WORKSHEET FOR

FS Cash to the Cooperator Cost Analysis, Column (b)

Equipment

Standard Calculation

Piece of Equipment		Cost/Hour	# of hour		Total
Mower Tractor Combination + Operator		$115.00	100.00		$11,500.00
Rubber Tire Backhoe + Operator		$125.00	124.00		$15,500.00
Motorgrader + Operator		$125.00	250.00		$31,250.00
Dumptruck/Plowtruck + Operator		$125.00	200.00		$25,000.00
Excavator + Operator		$150.00	95.00		$14,250.00

Non-Standard Calculation

Total Equipment		**$97,500.00**

Supplies/Materials

Standard Calculation

Supplies/Materials		# of Items	Cost/Item	Total
5X1 Corrugated Steel Pipe		116.00	$316.11	$36,668.28
78" 16 Ga Arch 2 Pc Std		2.00	$385.86	$771.72
Lift Straps		4.00	$150.00	$600.00
Top & Bottom Step Bevel		4.00	$490.00	$1,960.00
Stabilization Materials		1.00	$15,434.00	$15,434.00

Non-Standard Calculation

Total Supplies/Materials		**$55,434.00**

Subtotal Direct Costs	$152,934.00

Cooperator Indirect Costs

Current Overhead Rate	Subtotal Direct Costs			Total
	$152,934.00			$0.00
Total Coop. Indirect Costs				**$0.00**

TOTAL COST	**$152,934.00**

WORKSHEET FOR

Cooperator Non-Cash Contribution Cost Analysis, Column (c)

Salaries/Labor

Standard Calculation

Job Description		Cost/Day	# of Days		Total
County Engineer		$500.00	10.00		$5,000.00
Assistant County Engineer		$350.00	14.00		$4,900.00
					$0.00

Non-Standard Calculation

Total Salaries/Labor					**$9,900.00**

Equipment

Standard Calculation

Piece of Equipment	# of Units	Cost/Day	# of Days		Total
Mower Tractor Combination + Operator		$1,200.00	5.00		$6,000.00
Rubber Tire Backhoe + Operator		$1,400.00	5.00		$7,000.00
Motorgrader + Operator		$1,500.00	10.00		$15,000.00
Dumptruck/Plowtruck + Operator		$1,200.00	5.00		$6,000.00
Excavator + Operator		$1,500.00	5.00		$7,500.00

Non-Standard Calculation

Total Equipment					**$41,500.00**

Standard Calculation

Item		# of Units	Cost/Unit		Total
Design/Engineering AOP		1.00	$6,000.00		$6,000.00
Contracting/Admin		1.00	$10,622.00		$10,622.00
					$0.00

Non-Standard Calculation

Total Other					**$16,622.00**

Subtotal Direct Costs	$68,022.00

Cooperator Indirect Costs

Current Overhead Rate	Subtotal Direct Costs			Total
	$68,022.00			$0.00
Total Coop. Indirect Costs				**$0.00**

TOTAL COST	**$68,022.00**

WORKSHEET FOR

Cooperator In-Kind Contribution Cost Analysis, Column (d)

Salaries/Labor					
Standard Calculation					
Job Description		Cost/Day	# of Days		Total
					$0.00
					$0.00
Non-Standard Calculation					
Total Salaries/Labor					**$0.00**

Travel					
Standard Calculation					
Travel Expense	Employees	Cost/Trip	# of Trips		Total
					$0.00
					$0.00
Non-Standard Calculation					
Total Travel					**$0.00**

Subtotal Direct Costs	$0.00

TOTAL COST	**$0.00**

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, July 23, 2024

REQUEST FOR BOARD ACTION: RBA-2024-311

DEPARTMENT: Land Department
PRESENTER: Rob Mattei

TIME REQUESTED: < 5 Minutes

AGENDA ITEM:
Resolution & Purchase Agreement

BOARD ACTION REQUESTED:
Adopt the Resolution Re: Approving Conveyance of Certain Property Owned by the County and the City of Grand Rapids to the Grand Rapids Economic Development Authority, which approves a Purchase Agreement between the County, City and the Grand Rapids Economic Development Authority (GREDA), and authorize necessary signatures.

BACKGROUND:
The Grand Rapids Economic Development Authority (GREDA) is very interested in purchasing a 12.5-acre parcel (91-033-4105), jointly owned by the City and County as part of the Airport. The parcel is no longer needed for Airport purposes as the crosswind runway was built to the north of its location decades after the City and County's initial purchase of this parcel for that purpose.

The addition of this parcel to the adjacent GREDA 22.5-acre tract would produce a 35-acre site that is zoned General Industrial with direct access to sanitary sewer, water, and three-phase power. As has been reinforced through our recent work on the L&M Distribution Center project, it is important to have a larger site to offer to some industrial prospects. The addition of this parcel would fulfill that part of GREDA's development site inventory.

This parcel was not originally purchased with an FAA grant, so their clearance for the sale of this property from the City and County is much less involved. The only stipulations imposed on this purchase by the FAA are that the purchase price be at a fair market value established by and appraisal and that the proceeds of the sale, received by the City and County, be used for Airport operations. A fair market value of $146,000 was established by the attached appraisal, completed and approved by the FAA last fall.

GREDA has already adopted a resolution approving the attached Purchase Agreement between the County, City and GREDA.

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION:

1. Resolution Exhibits A-D
2. 956002-v2-Purchase Agreement- City County and EDA
3. G2307012 - Grand Rapids - 12.17 acres

07/16/2024

RESULT:	**RECOMMENDED FOR CONSENT NEXT: 07/23/2024 2:30 PM**

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Cory Smith
SECONDER:	Commissioner Burl Ives
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

ITASCA COUNTY
BOARD OF COMMISSIONERS

Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, July 23, 2024

RESOLUTION 2024-35

RE: APPROVING CONVEYANCE OF CERTAIN PROPERTY OWNED BY THE COUNTY AND THE CITY OF GRAND RAPIDS TO THE GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY

BE IT RESOLVED, by the Board of Commissioners (the "Board") of Itasca County, Minnesota (the "County") as follows:

Section 1. Recitals.

1.01. The County and the City of Grand Rapids (the "City") are the owners of certain property legally described as set forth in Exhibit A (the "Property").

1.02. The Property was to be used by the City and the County for the Grand Rapids/Itasca County Airport pursuant to an Airport Joint Powers Cooperative Agreement entered into between the City and the County on October 12, 2023.

1.03. The City and the County have determined that the Property is not needed for the airport. Therefore, the City and the County intend to convey the Property to the Grand Rapids Economic Development Authority, a public body corporate and politic under the laws of Minnesota (the "EDA"), for future economic development.

1.04. The County and the City have followed applicable statutory provisions, including but not limited to, Minn. Stat. § 465.035 and Minn. Stat. § 471.64.

1.05. The County Board has determined that the conveyance of the Property as described in this resolution is in the best interest of the County and its residents.

Section 2. Sale of Property Approved; Further Proceedings.

2.01. The County Board hereby approves the conveyance of the Property to the EDA and any other documents required by the title company relating to the conveyance of the Property to the EDA including but not limited to a quit claim deed (the "Conveyance Documents").

2.02. The County Board hereby authorizes the Board Chair and County Administrator, in their discretion and at such time, if any, as they may deem appropriate, to execute the Conveyance Documents on behalf of the County, and to carry out, on behalf of the County, the County's obligations thereunder when all conditions precedent thereto have been satisfied.

2.03. County staff and officials are authorized to take all actions necessary to perform the County's obligations hereunder, including without limitation execution of the Conveyance Documents.

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Cory Smith
SECONDER:	Commissioner Burl Ives
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

STATE OF MINNESOTA
Office of County Administrator
ss. County of Itasca

I, BRETT SKYLES, Administrator of the County of Itasca, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 23rd day of July A.D. 2024 and that the same is a true and correct copy of the whole thereof.

WITNESS MY HAND AND SEAL OF OFFICE at Grand Rapids, Minnesota, this 23rd day of July A.D. 2024.

Administrator

EXHIBIT A

LEGAL DESCRIPTION OF THE PROPERTY

The property located in the City of Grand Rapids, Itasca County, Minnesota legally described as:

The Northeast Quarter of the Southeast Quarter (NE ¼ SE ¼), Section Thirty-three (33), Township Fifty-five (55), Range Twenty-five (25), lying South of the North Eight Hundred Twenty-eight feet (N. 828') and LESS the West Five Hundred Forty-five feet (W. 545') of the South Two Hundred feet (S. 200'), according to the Government survey thereof on file and of record in the office of the Itasca County Recorder.

Subject to mineral reservations, restrictions and easements as they may appear of record.

PID #91-033-4105

EXHIBIT B

LEGAL DESCRIPTION OF THE NORTH PARCEL PROPERTY

East Three Hundred Thirty Feet (E. 330') of the Southeast Quarter of the Northeast Quarter (SE1/4 NE1/4), LESS the South 30 acres, Section Thirty-three (33), Township Fifty-five (55) North, Range Twenty-five (25), West of the Fourth Principal Meridian,

AND

East Three Hundred Thirty Feet (E. 330') of the North 10 acres of the South 30 acres of the Southeast Quarter of the Northeast Quarter (SE1/4 NE1/4), Section Thirty-three (33), Township Fifty-five (55) North, Range Twenty-five (25), West of the Fourth Principal Meridian, all according to the government survey thereof, on file and of record in the office of the County Recorder of said county and state.

PID 91-033-1405

EXHIBIT C

LEGAL DESCRIPTIONS OF THE DEVELOPER PROPERTY

The South Half of the Northeast Quarter (S ¼ NE ¼), Section Thirty-three (33), Township Fifty-five (55) North, Range Twenty-five (25) West of the Fourth Principal Meridian LESS the East 330 feet thereof, Itasca County, Minnesota.

PID 91-033-1430

AND

The Southeast Quarter of the Northeast Quarter (SE 1/4 NE 1/4), Section Thirty-three (33), Township Fifty-five (55) North, Range Twenty-five (25), West of the Fourth Principal Meridian, LESS the following three (3) tracts: Tract 1: South Twenty (20) acres thereof; Tract 2: North 198 feet of West 440 feet thereof; Tract 3: East 330 feet of the North Half thereof, Itasca County, Minnesota.

Subject to easements, restrictions, or reservations of record, if any.

PID 91-033-1410

EXHIBIT D

LEGAL DESCRIPTION OF THE PROPERTY TO BE DEEDED

The East 330 feet of the SE ¼ of the NE ¼ of Section 33, Township 55 North, Range 25 West, Itasca County, Minnesota.

PURCHASE AGREEMENT

This Purchase Agreement ("Agreement") is made this _____ day of _____, 2024, by and between the City of Grand Rapids, Minnesota, a municipal corporation and political subdivision organized and existing under the Constitution and laws of the State of Minnesota and Itasca County, a public body politic and corporate under the laws of the State of Minnesota (the "Sellers"), and the Grand Rapids Economic Development Authority, a public body politic and corporate under the laws of the State of Minnesota ("Buyer").

1. PROPERTY. Sellers are the owners of property located on certain property in the City of Grand Rapids, Minnesota which is legally described on the attached Exhibit A ("Property").

2. OFFER/ACCEPTANCE. In consideration of and subject to the terms and provisions of this Agreement, Buyer offers and agrees to purchase and Sellers agree to sell and hereby grant to Buyer the exclusive right to purchase the Property and all improvements thereon, together with all appurtenances. All fixtures located on the Property on the date of this Agreement are included in the purchase of the Property.

3. PURCHASE PRICE FOR PROPERTY AND TERMS.

a. **PURCHASE PRICE:** The total purchase price for the Property is: $146,000 ("Purchase Price").

b. **DEED/MARKETABLE TITLE:** Subject to performance by Buyer, Sellers agree to execute and deliver a Quit Claim Deed conveying marketable fee simple title to the Property to Buyer to deliver the same, free and clear of any mortgages, liens or encumbrances other than matters created by or acceptable to Buyer, subject only to the following exceptions:

i. Building and zoning laws, ordinances, state and federal regulations;

ii. Reservation of minerals or mineral rights to the State of Minnesota, if any; and

iii. Public utility and drainage easements of record which will not interfere with Buyer's intended use of the Property.

4. DOCUMENTS TO BE DELIVERED AT CLOSING BY SELLERS. In addition to the Quit Claim Deed required at paragraph 3(b) above, Sellers shall deliver to Buyer at closing:

a. An affidavit from Sellers sufficient to remove any exception in the policy of title insurance for mechanics' and materialmens' liens and rights of parties in possession;

b. A "bring-down" certificate, certifying that all of the warranties made by Sellers in

this Agreement remain true as of the Closing Date;

c. Affidavit of Sellers confirming that Sellers are not foreign persons within the meaning of Section 1445 of the Internal Revenue Code;

d. A statement that Sellers do not know of any wells on the Property;

e. Any notices, certificates, and affidavits regarding any private sewage systems, underground storage tanks, and environmental conditions as may be required by state or federal statutes, rules or regulations; and

f. Any other documents reasonably required by Buyer's title insurance company or attorney to evidence that title to the Property is marketable and that Sellers have complied with the terms of this Purchase Agreement.

5. CONTINGENCIES. Buyer's obligation to purchase the Property is contingent upon the following:

a. Approval of this Purchase Agreement by Buyer's and Sellers' governing bodies;

b. Sellers' removal of all personal property, junk, and debris from the Property; and

c. Buyer's determination of marketable title pursuant to paragraph 6 of this Agreement.

Buyer shall have thirty (30) days from the date of approval of this Agreement to remove or waive the foregoing contingencies (the "Due Diligence Period"). These contingencies are solely for the benefit of Buyer and may be waived by Buyer. If Buyer or its attorney gives written notice to Sellers that all contingencies are duly satisfied or waived, Buyer and Sellers shall proceed to close the transaction as contemplated herein.

If one or more of the contingencies is not satisfied, or is not satisfied within the Due Diligence Period, and is not waived by Buyer, this Agreement shall thereupon be void at the written option of Buyer, and Buyer and Sellers shall execute and deliver to each other documentation effecting the termination of this Agreement. As a contingent Purchase Agreement, the termination of this Agreement is not required pursuant to Minnesota Statutes Section 559.21, et. seq.

6. TITLE EXAMINATION/CURING TITLE DEFECTS. Buyer shall, at its expense and within a reasonable time after Sellers' acceptance of this Agreement, obtain a commitment for title insurance ("Commitment") for the Property. Buyer shall have 10 business days after receipt of the later of the Commitment and executed Purchase Agreement to examine the same and to deliver written objections to title, if any, to Sellers, or Buyer's right to do so shall be deemed waived. Sellers shall have until the end of the Due Diligence Period (or such later date as the parties may agree upon) to make title marketable, at Sellers' cost. In the event that title to the Property cannot be made marketable or is not made marketable by Sellers within the Due Diligence Period, then this Agreement may be terminated at the option of Buyer.

7. CLOSING DATE. The date of closing shall be on the earlier of (a) seven (7) days following the satisfaction of all contingencies; and (b) _____, 2024 ("Closing Date"). Delivery of all papers and the closing shall be made at the offices of Buyer, 420 North Pokegama Avenue, Grand Rapids, MN 55744 or at such other location as is mutually agreed upon by the parties.

8. SELLERS' WARRANTIES. Sellers hereby represent and warrant to Buyer and Sellers will represent and warrant to Buyer as of the Closing Date that:

a. **Mechanics' Liens.** Sellers warrant that, prior to the closing, Sellers shall pay in full all amounts due for labor, materials, machinery, fixtures or tools furnished within the 120 days immediately preceding the closing in connection with construction, alteration or repair of any structure upon or improvement to the Property caused by or resulting from any action of Sellers.

b. **Notices.** Sellers warrant that Sellers have not received any notice from any governmental authority as to violation of any law, ordinance or regulation in connection with the Property.

c. **Tenants.** Sellers warrant that that there are no tenants or third parties in possession of the Property.

d. **Legal Proceedings.** There are no legal actions, suits or other legal or administrative proceedings, pending or threatened, that affect the Property or any portion thereof, and Sellers have no knowledge that any such action is presently contemplated.

e. **Legal Capacity.** Sellers have the legal capacity to enter into this Agreement.

f. **Methamphetamine Production.** To the best of Sellers' knowledge, methamphetamine production has not occurred on the Property.

Sellers' representations and warranties set forth in this paragraph shall be continuing and are deemed to be material to Buyer's execution of this Agreement and Buyer's performance of its obligations hereunder. All such representations and warranties shall be true and correct on or as of the Closing Date with the same force and effect as if made at that time; and all of such representations and warranties shall survive closing and any cancellation or termination of this Agreement, and shall not be affected by any investigation, verification or approval by any part hereto or by anyone on behalf of any party hereto. Sellers agree to defend, indemnify, and hold Buyer harmless for, from and against any loss, costs, damages, expenses, obligations and attorneys' fees incurred should an assertion, claim, demand or cause of action be instituted, made or taken, which is contrary to or inconsistent with the representations or warranties contained herein.

9. CLOSING COSTS/RECORDING FEES/DEED TAX. Buyer shall pay: (a) any transfer

or deed taxes and any deferred taxes due as a result of this transaction; and (b) closing fees customarily charged by the title company.

10. DEFAULT/REMEDIES. If Buyer defaults under this Agreement, Sellers have the right to terminate this Agreement by giving written notice of such election to Buyer, which notice shall specify the default. If Buyer fails to cure such default within 15 days of the date of such notice, Sellers may terminate this Agreement. The termination of this Agreement will be the sole remedies available to Sellers and Buyer, and Buyer and Sellers will not be further liable for damages.

11. NOTICE. Any notice, demand, request or other communication which may or shall be given or served by the parties, shall be deemed to have been given or served on the date the same is personally served upon one of the following indicated recipients for notices or is deposited in the United States Mail, registered or certified, return receipt requested, postage prepaid and addressed as follows:

SELLERS: City of Grand Rapids, Minnesota
420 North Pokegama Avenue
Grand Rapids, MN 55744
Attn: City Administrator

Itasca County
123 NE 4th Street
Grand Rapids, MN 55744
Attn: County Administrator

BUYER: Grand Rapids Economic Development Authority
420 North Pokegama Avenue
Grand Rapids, MN 55744
Attn: Executive Director

12. ENTIRE AGREEMENT. This Agreement, including exhibits attached hereto, and any amendments hereto signed by the parties, shall constitute the entire agreement between Sellers and Buyer and supersedes any other written or oral agreements between the parties relating to the Property. This Agreement can be modified only in a writing properly signed on behalf of Sellers and Buyer.

13. SURVIVAL. Notwithstanding any other provisions of law or court decision to the contrary, the provisions of this Agreement shall survive closing.

14. BINDING EFFECT. This Agreement binds and benefits the parties and their successors and assigns.

(the remainder of this page intentionally left blank)

IN WITNESS WHEREOF, the undersigned have executed this Agreement on the date and year above.

Buyer:

GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY

By: _____
Its: President

By: _____
Its: Executive Director

Sellers:

CITY OF GRAND RAPIDS, MINNESOTA

By: _____
Its: Mayor

By: _____
Its: City Administrator

ITASCA COUNTY

By: _____

Its: _____

By: _____

Its: _____

EXHIBIT A

Legal Description of Property

The property located in the City of Grand Rapids, Itasca County, Minnesota legally described as:

The Northeast Quarter of the Southeast Quarter (NE ¼ SE ¼), Section Thirty-three (33), Township Fifty-five (55), Range Twenty-five (25), lying South of the North Eight Hundred Twenty-eight feet (N. 828') and LESS the West Five Hundred Forty-five feet (W. 545') of the South Two Hundred feet (S. 200'), according to the Government survey thereof on file and of record in the office of the Itasca County Recorder.

Subject to mineral reservations, restrictions and easements as they may appear of record.

PID #91-033-4105

Report Type
Appraisal Report

Effective Date
August 26, 2023

Date of Inspection:
August 26, 2023

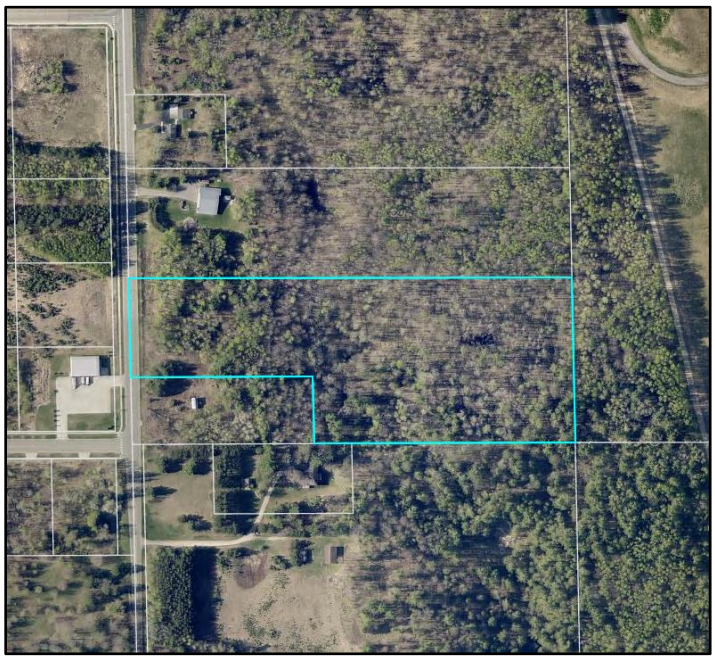
Date of Report:
September 12, 2023

Client

City of Grand Rapids
Attn: Rob Mattei, Director of Community Development
420 North Pokegama Avenue
Grand Rapids, MN 55744-2662

Subject Property

Vacant Land
XXXX 7th Avenue Southeast
Grand Rapids, Itasca County, Minnesota 55744
Owner: City of Grand Rapids
Project: n/a



File # G2307012

Prepared By:
Erin Waytas, MAI, Appraiser
William R. Waytas, Appraiser

Nagell Appraisal Incorporated
12805 Highway 55, Suite 300
Plymouth, Minnesota 55441
Tel: 952.544.8966 | Fax: 952.544.8969

NAGELL APPRAISAL INCORPORATED
12805 Highway 55, #300 **Phone: 952-544-8966**
Plymouth, MN 55441 **Fax: 952-544-8969**
Established in 1968

City of Grand Rapids
Attn: Rob Mattei, Director of Community Development
420 North Pokegama Avenue
Grand Rapids, MN 55744-2662

September 12, 2023

To Rob Mattei:

In accordance with your request, an **appraisal report** has been made on the following described property:

Subject Property: Vacant Land
XXXX 7th Avenue Southeast
Grand Rapids, MN 55744

Described below is a summary of the appraisal report contained herein.

Property Overview

The subject is a 12.17 acre site located in Grand Rapids, a community approximately 3.0 hours north of the Twin Cities Metro Area in Itasca County. Grand Rapids sits at the intersection of Highway 2 (east/west corridor) and Highway 169 (north/south corridor).

The City of Grand Rapids owns the subject site, and it is part of the City of Grand Rapids / Itasca County Airport. The City of Grand Rapids is in the process of transferring / selling the subject site to the City of Grand Rapids Economic Development Authority, who will in turn assemble the site with adjacent lots and sell to a possible end user for a larger industrial development. No reported signed purchase agreement. The purpose of the appraisal is to determine the sale price between the City of Grand Rapids (seller) and the City of Grand Rapids Economic Development Authority (potential buyer).

The subject site is currently zoned Industrial Park and is guided for a similar district in the 2040 Future Land Use Plan by the city. Public utilities are located in the street.

The appraiser verbally invited Matt Romanik, the City of Grand Rapids Airport Manager, to accompany the appraiser on the inspection. Romanik chose not to accompany the appraiser.

Overall, the subject is rated to have average industrial development appeal and to be in an average location.

Intended Use

Is for selling purposes from the City Owned Land for the airport to the Grand Rapids Economic Development Authority

Intended User(s)

City of Grand Rapids
Federal Aviation Administration (FAA)
Grand Rapids Economic Development Authority

Extraordinary Assumptions

None

Hypothetical Conditions

None

Property Rights Appraised

- *Fee Simple:* The subject is vacant land. The appraised value reflects the fee simple interest.

Property Components Appraised

- *Real Estate:* The appraised value includes the real estate value opinion.
- *Furniture, Fixtures, & Equipment (FF&E):* The appraised value does not include any values of fixtures, furnishings, and equipment. The appraised value reflects real estate only.
- *Business Value:* The appraised value does not include business value.

Highest and Best Use Conclusions

- *As Vacant:* The subject would be developed with an industrial use
- *As Improved:* Not applicable as the subject is vacant land.

Valuation Methodology

Given the highest and best use, the following approaches are used:

- *Cost Approach:* Not applied due to subjective depreciation amounts.
- *Sales Comparison Approach:* Similar land sales.
- *Income Approach:* Not applied as land like the subject is generally not rented.

The below conclusions reflect the entire subject parcel.

Market Value (as-is, effective August 26, 2023) Fee Simple Interest	**$146,000**

Exposure Time / Marketing Time

Marketing Time:	Marketing times for appropriately priced properties is generally 12 months +/-.

Our company has 10 employees, has been in business since 1968 and has sufficient knowledge, education, experience, resources and/or contacts to competently complete this assignment. The accompanying report contains data secured from my personal investigation and from sources considered to be reliable; however, correctness is not guaranteed. To the best of my knowledge and belief, the statements contained in this report are true and correct. Neither my employment to make this appraisal, nor the compensation, is contingent upon the value reported. This report has been prepared in conformity with the code of professional ethics and standards of professional appraisal practice of the Appraisal Institute and appraisal standards set forth by Uniform Standards of Professional Appraisal Practice.

The report also conforms to the standards in Uniform Appraisal Standards for Federal Land Acquisitions ("Yellow Book") and the Federal Aviation Administration Order 5100.37B Standards – Land Acquisition and Relocation Assistance for Airport Projects.

Please contact us if you have further questions.

Sincerely,

Erin Waytas, MAI
Certified General MN 40368620

William R. Waytas
Certified General MN 4000813

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SUMMARY OF IMPORTANT FACTS & CONCLUSIONS

General Description:	Land
Appraisal Report:	Appraisal Report
Current Use:	Vacant Land
Extraordinary Assumptions:	None
Hypothetical Assumptions:	None
Total Site Area:	12.52 acres (545,371 SF) – gross site area 12.17 acres (530,125 SF) – net site area
Easement Acquisition:	No easement acquisitions.
Fee Title Acquisition:	100% fee acquisition
Building Improvements:	None, the site is vacant land
Building Rights:	The upland appears to be developable at this time
Zoning:	I1, Industrial Park
Guided Land Use:	Industrial Park
Highest and Best Use:	Speculate for future industrial
Property Rights Appraised:	Fee Simple
Business Value / FF&E:	No business value or FF&E included
Market Value:	**$146,000**

VALUE TYPE, CONDITION & STABILITY OF PROPERTY

Type of Value:	This report provides an opinion of **Market Value**.
Condition of Value:	This report provides an opinion of the **as-is** value.
Occupancy:	The subject is vacant land.

INTENDED USE OF THE APPRAISAL

Intended Use:	The client intends to use the appraisal for selling purposes from the City Owned Land for the airport to the Grand Rapids Economic Development Authority. No party, other than the named client and listed intended users, may use or rely upon any part of this report without the prior written authorization of both the named client and the appraiser. This report is not valid unless it contains the original signatures in blue ink. Any unauthorized third party relying upon any portion of this report does so at its own risk. This appraisal may not be used for any other use by the named client.
Intended User(s):	**City of Grand Rapids** **Federal Aviation Administration (FAA)** **Grand Rapids Economic Development Authority**

DATE OF APPRAISAL

Effective Date:	**August 26, 2023**
Inspection Date:	**August 26, 2023**
Date of Report:	September 12, 2023

SCOPE OF THE APPRAISAL REPORT

USPAP defines Scope of Work as: The type and extent of research and analyses in an assignment.

For each appraisal, appraisal review and appraisal consulting assignment, an appraiser must:

1) Identify the problem to be solved,
2) Determine and perform the scope of work necessary to develop credible assignment results; and
3) Disclose the scope of work in the report.

1)	Provide a reasonably supported value opinion as it relates to the intended use & scope.
2)	Per assignment request (see addenda for engagement letter), the following degree of research and analysis has been made. The narrative format used is an **Appraisal Report**, which is intended to comply with the reporting requirements set forth under Standards Rule 2-2a of USPAP. See individual approaches for further detail.
3)	**The scope of work for this appraisal includes:** • **a)** *Property Identification:* Public record, plat maps, zoning maps and aerial photographs were used to identify the subject property. • **b)** *Property Inspection:* A viewing of the subject property and neighborhood by the appraiser. *Physical factors:* Based on property viewing and conversations with the client, city and county officials. Lot size is based on county information. *Economic Factors:* Consisted of gathering of information from market experts, city and/or county offices, and internet about the region, community, neighborhood, zoning, utilities, and any pending projects in the area that may affect the subject property. • **c)** *Extent of Data Researched:* Sales data of competing properties within the subject market area were given primary consideration. The most relevant data is used in this report. Sources include, appraiser data files, assessor, internet, developers, agents, MLS, periodicals, in-office library, etc. In addition, during the course of appraisal practice and of this appraisal process, the appraiser has had ongoing discussions with market participants (buyers, sellers, property managers, real estate agents/brokers, appraisers, etc.) and/or viewed market data in relation to how the current real estate market may impact the subject value. The appraiser has not researched the title or ownership records. • **d)** Type and Extent of Analysis Applied at Opinions or Conclusions: An extensive review of market data was performed. The most recent, similar and proximate data has been used. The data used will be adjusted on a grid. Reasonable and appropriate collection, verification, analysis and viewing has been performed in the valuation approaches, given the purpose and intended use of the report. A final value opinion will be discussed and correlated.

The data used was obtained from sources considered credible, yet its accuracy is not guaranteed. If found otherwise, value could differ.

PROPERTY RIGHTS APPRAISED

Real property ownership consists of a group of distinct rights. There are two primary property rights, Fee Simple and Leased Fee (as defined by The Appraisal of Real Estate, 13th Edition, Appraisal Institute).

Fee Simple Interest: Absolute ownership unencumbered by any other interest or estate, subject only to the limitations imposed by the governmental powers of taxation, eminent domain, police power, and escheat.

Note: This would typically reflect an owner-occupied property. When the property rights appraised are the unencumbered fee simple interest of the real estate, the appraised value is subject to normal easements for drainage, public streets and utilities, if any. The effect of any existing mortgage or delinquent taxes on the subject property has not been considered in this appraisal.

Leased Fee Interest: The ownership interest held by a lessor (landlord), which includes the right to the contract rent specified in the lease plus reversionary right when the lease expires. The lessor's interest in a property is considered a leased fee interest regardless of the duration of the lease, specified rent, the parties to the lease, or any of the terms in the lease contract.

A leased property, even one with rent that is consistent with market rent, is appraised as a leased fee interest, not as a fee simple interest. Even if the rent of the lease terms are not consistent with market terms, the lease fee interest must be given special consideration and is appraised as a leased fee interest. (The Appraisal of Real Estate, 13th Edition, Page 114)

Given the scope of the assignment the appraised value reflects the **fee simple interest.**

PROPERTY COMPONENTS APPRAISED

Real Estate: The appraised value includes the real estate value opinion. The methods utilized for the real estate valuation include:

- Sales Comparison Approach

FF&E: *Furniture, Fixtures, & Equipment (FF&E):* The appraised value does not include any values of fixtures, furnishings and equipment. The appraised value reflects real estate only.

Business Value: There is no business value included in the appraised value.

IDENTIFICATION

Address:	XXXX 7th Avenue Southeast, Grand Rapids, MN 55744
County PID:	91-033-4105
Legal:	NE-SE LYG S OF N 828' LESS W 545' OF S 200 Section 33 Township 55 Range 25
Fee Owner:	City of Grand Rapids
Census Tract #:	4808.03

REAL ESTATE TAXES

Taxes, per County Records		
	Payable 2023	**Payable 2024**
Tax	$0	n/a
Tax ratio	*0%*	--
Special Assessments / Solid Waste Fee / Other	$0	$0
Total Tax & Assessments:	$0	n/a
Delinquent taxes:	None noted	
COUNTY ASSESSOR'S VALUE		
	Payable 2023	**Payable 2024**
Land	$85,800	n/a
Building	$0	n/a
TOTAL	**$85,800**	**n/a**
Price per Acre	$7,050 per Acre	n/a

Typical Tax Ratios by Property Type	
Commercial (retail, office, industrial, hotel, other, etc.)	1.5% – 4.0%
Residential (multi-family, apartment, etc.)	0.9% – 1.5%
Single-family dwellings	0.8% – 1.5%

The appraised value given in this report assumes any/all special assessments, and/or liens are paid in full and that there are no delinquent taxes, fees, payments, association dues, etc. Should it be found that any of these exist the amount should be deducted from the appraised value. Appraiser did not research these items; typically, a title search would reveal any of these.

Note: The subject is owned by the City of Grand Rapids and is tax exempt.

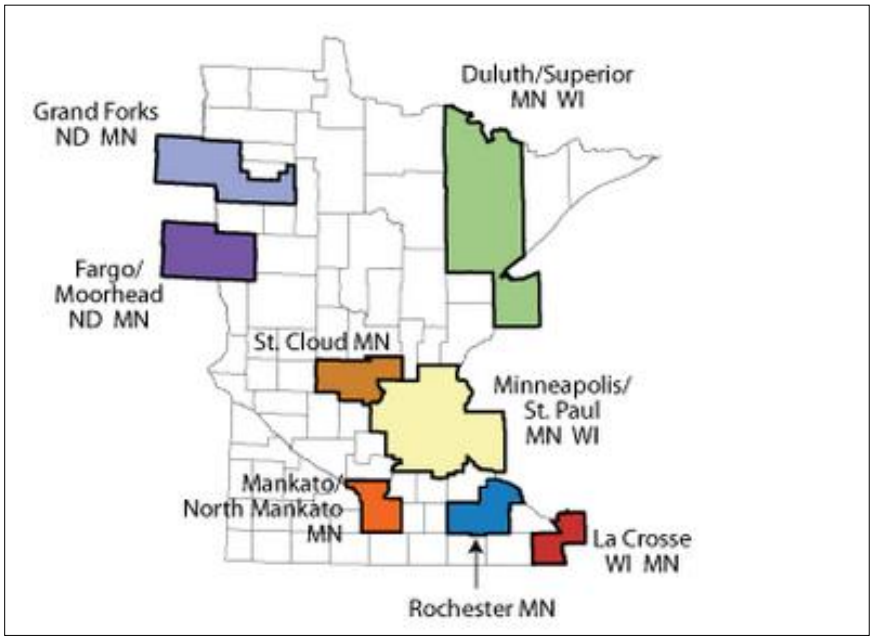
SUBJECT SALES & BUILDING HISTORY

Listing History:	The subject is not publicly listed on MLS, RediComps, CoStar, or MnCAR.	
Sales History:	***Sale Price:***	n/a
	Sale Date:	n/a
	Buyer:	n/a
	Seller:	n/a
	Terms:	n/a
	Source:	Owner
	There are no known or reported sales of the subject property within the past 10 years.	
Pending Sale:	There is a potential pending sale for the subject site by Grand Rapids Economic Development Authority. This appraisal is part of the negotiation process. The Grand Rapids EDA plans to sell the property to a potential developer for industrial.	
Building History:	The subject is vacant land and has been as such for an extended period of time.	
Lease History:	None noted	
Leasehold Interest:	None apparent.	
Association Dues:	None, the subject is not part of a common interest community.	

REGIONAL DATA

Regional HUB Twin Cities Metro Area (TCMA): Minneapolis-Saint Paul is the most populous urban area in the state of Minnesota, United States, and is composed of 186 cities and townships. Built around the Mississippi, Minnesota and St. Croix rivers, the area is also nicknamed The Twin Cities for its two largest cities, Minneapolis and Saint Paul, the former the larger and the latter the state capital.

The area is part of a larger U.S. Census division named Minneapolis-St. Paul-Bloomington, MN-WI, the country's 16th-largest metropolitan area composed of eleven counties in Minnesota and two counties in Wisconsin. This larger area in turn is enveloped in the U.S. Census combined statistical area called Minneapolis-St. Paul-St. Cloud, MN-WI with an estimated population of 3.5 million people in 2006, ranked the 13th most populous in the U.S. In both of the fully developed central cities--Minneapolis and St. Paul--the population has declined due to smaller household sizes, yet growth in other areas of their counties has been offsetting.



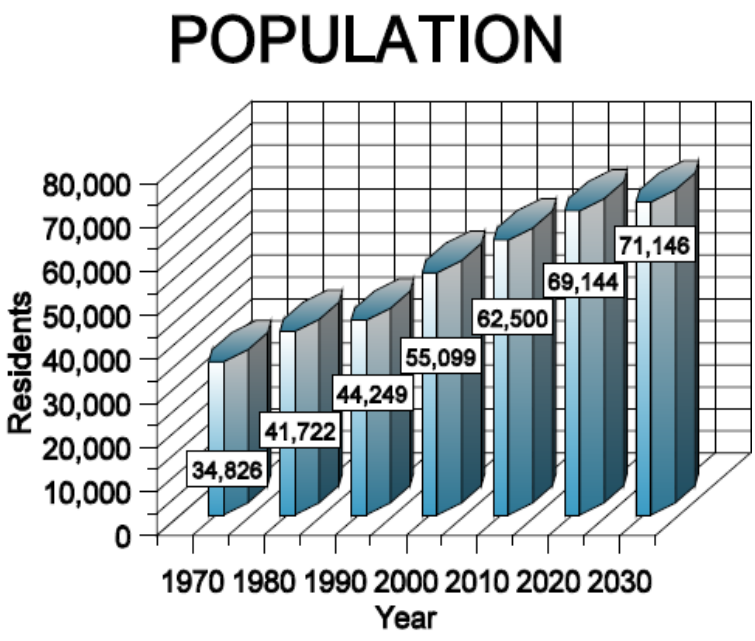
Statistical Area	Population *2021*
Minnesota	5,707,000
Minneapolis-St Paul-Bloomington, MN-WI Metro SA	3,690,512
Duluth, MN-WI Metro SA	291,638
Fargo-Moorhead, ND-MN Metro	252,136
Rochester, MN Metro SA	227,151
St Cloud, MN Metro SA	289,291
La Crosse, WI-MN Metro SA	139,211
Grand Forks, ND-MN Metro SA	104,362
Mankato, MN Metro SA	103,566

Central Minnesota: The subject is located in Grand Rapids, which is north of the "Central Lakes Region" and Brainerd/Baxter Area. The area is located about 120 miles north of the Twin Cities Metro Area (TCMA) and has average access via numerous thoroughfares; Highway 371, Highway 210, Highway 10, etc.

The Brainerd/Baxter Area is a popular vacation area for fisherman, outdoorsman and nature seekers. There are a large number of lakes, resorts, golf courses and other recreational opportunities located in the area, which provide a good base for tourism. Although the Crow Wing County area is known for its vacation, recreational and seasonal opportunities, the area also has a skilled and professional work force that should continue to provide year round economic stability into the future.

Area	Census 2000	Census 2010	Census (est) 2020	Median Income 2021
Twin Cities Metro Area	2,837,560	3,116,653	3,690,261	$87,433
Crow Wing County	55,099	62,500	66,123	$60,810
Brainerd	13,178	13,590	14,395	$41,671
Baxter	5,555	7,610	8,612	$64,634

Since 1970, Crow Wing County's population has increased by almost 60%, growing from 34,826 to 55,099 in 2000. The area's population grew approximately 13.00% between the years 2000 and 2010, with projected increases of approximately 11.63% by 2020 and 13.83% by 2030.



The Baxter/Brainerd Area includes most communities located within Crow Wing County, including Brainerd, Baxter, Breezy Point, Crosby, Crosslake, Nisswa, Pequot Lakes, etc. The area is home to the Gull Lake Chain of Lakes, Whitefish Chain of Lakes, Cross Lake, etc. Due to the seasonal demand in the area, the population increases significantly during the summer months. However, the year-round population base has increased within the last 10 years as well.

Source: Mn State Demographic Center

Regional Data – continued

Economic Trends

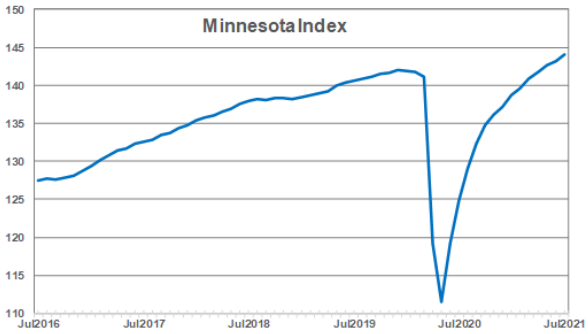
The current residential interest rates for a typical 30-year mortgage are around 7.00% to 8.50+%. Commercial rates are around 7.00% to 8.50+%. Rates may increase to continue to combat inflation.

The state of the macro economy (national, state, etc.) declined from its peak in 2006, but in 2010 began showing signs of recovery. Many economists are terming 2007 through 2009 as ***"The Great Recession".***

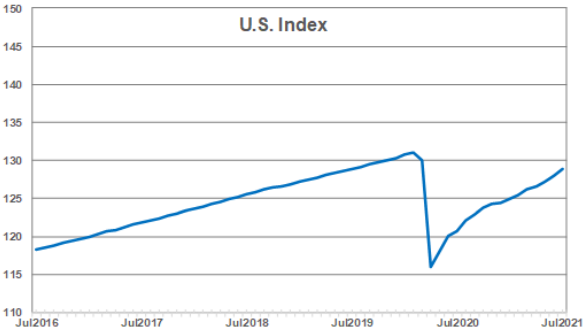
New construction labor costs have steadily increased, along with material costs as well. Overall, construction costs are less competitive to what they were 5 to 6 years ago. Generally, when vacancy is over 10%, new commercial/industrial construction is slow.

Listing prices have been increasing steadily since 2012 +/- and are starting to approach peak levels similar to the market in 2006, which was a period of high seller expectations. However, recent buyer and seller expectations regarding value and list prices appear to be trending towards equilibrium.

Although well diversified, the TCMA and surrounding Minnesota economy is not immune to the recent soft/declining trends of the overall economy.



Jul-20	124.8
Aug-20	129.0
Sep-20	132.4
Oct-20	134.8
Nov-20	136.1
Dec-20	137.1
Jan-21	138.7
Feb-21	139.5
Mar-21	140.8
Apr-21	141.7
May-21	142.6
Jun-21	143.1
Jul-21	144.0
% Change from	
Month Ago	0.6
Year Ago	15.4

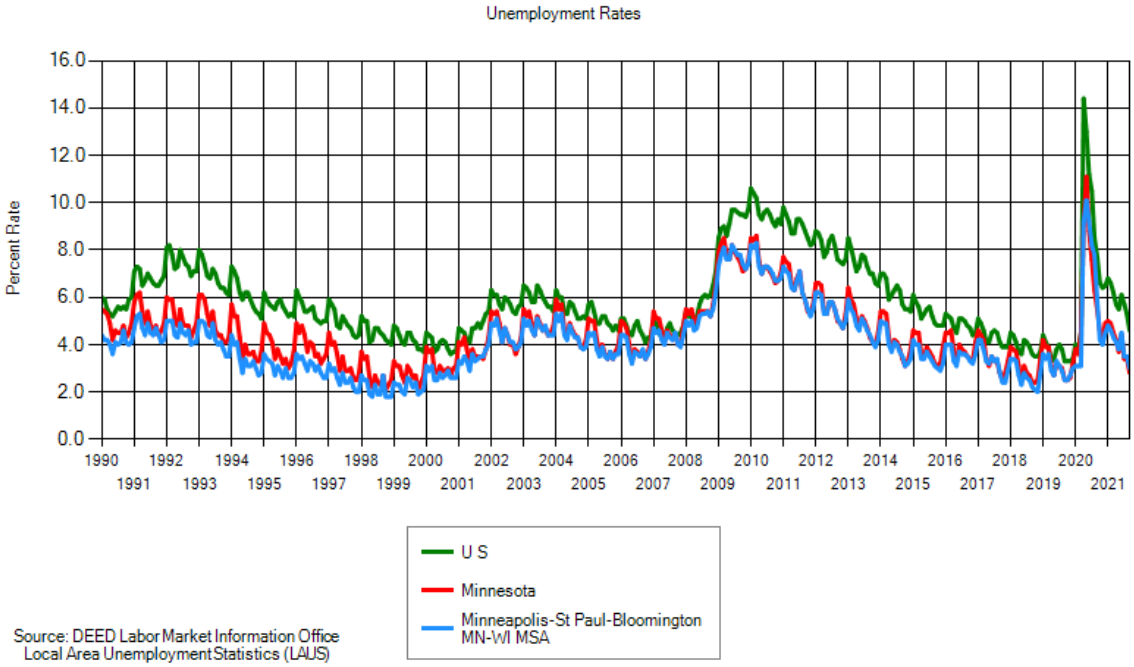


Jul-20	120.7
Aug-20	122.1
Sep-20	122.9
Oct-20	123.8
Nov-20	124.3
Dec-20	124.4
Jan-21	125.0
Feb-21	125.5
Mar-21	126.2
Apr-21	126.5
May-21	127.3
Jun-21	127.9
Jul-21	128.9
% Change from	
Month Ago	0.8
Year Ago	6.8

Source: Minnesota DEED

The recent COVID-19 pandemic created a significant drop in the economy due to high unemployment and decreased spending in early 2020. However, spending has increased, employment is recovering, and the COVID-19 vaccines have given markets stability.

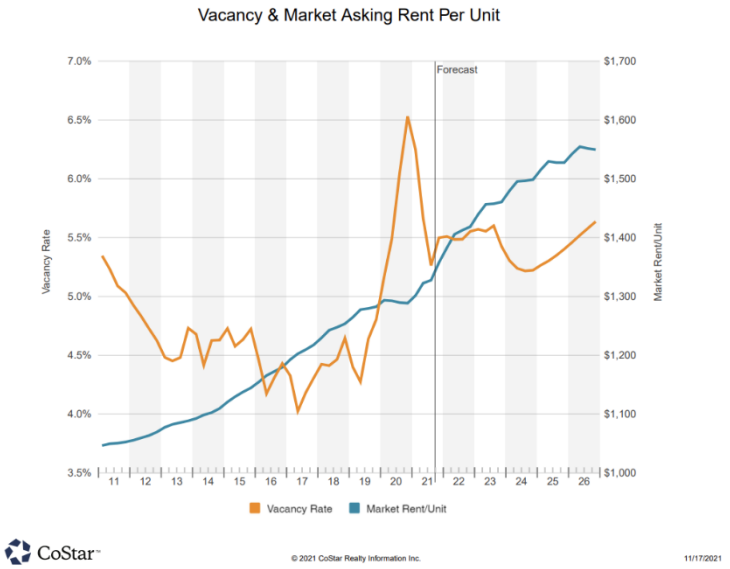
EMPLOYMENT & LABOR



Over the past ten years, unemployment rates have gone from a peak of around 7.0% to near historical lows of around 2% in late 2018. In 2020, the COVID-19 pandemic created a significant spike in the unemployment rate. The most recent data, shown below, indicates that the rate has dropped significantly and is approaching 2019 levels.

Regional Data – continued

APARTMENT MARKET

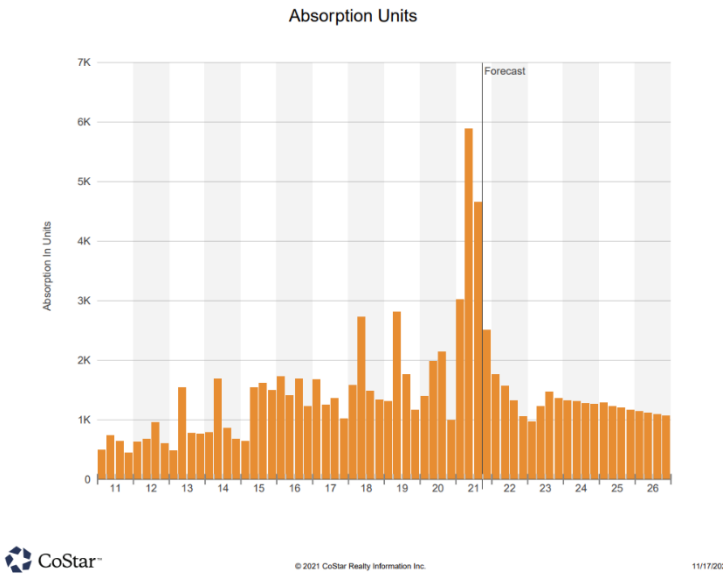


CoStar reports that rents have been trending upward consistently for the past 10+ years. The current average asking rate for an apartment unit in the Twin Cities Metro is around $1,350 per month.

Vacancy has fluctuated, but was trending downward until 2020. The COVID-19 pandemic caused a spike in vacancy, which has since been declining.

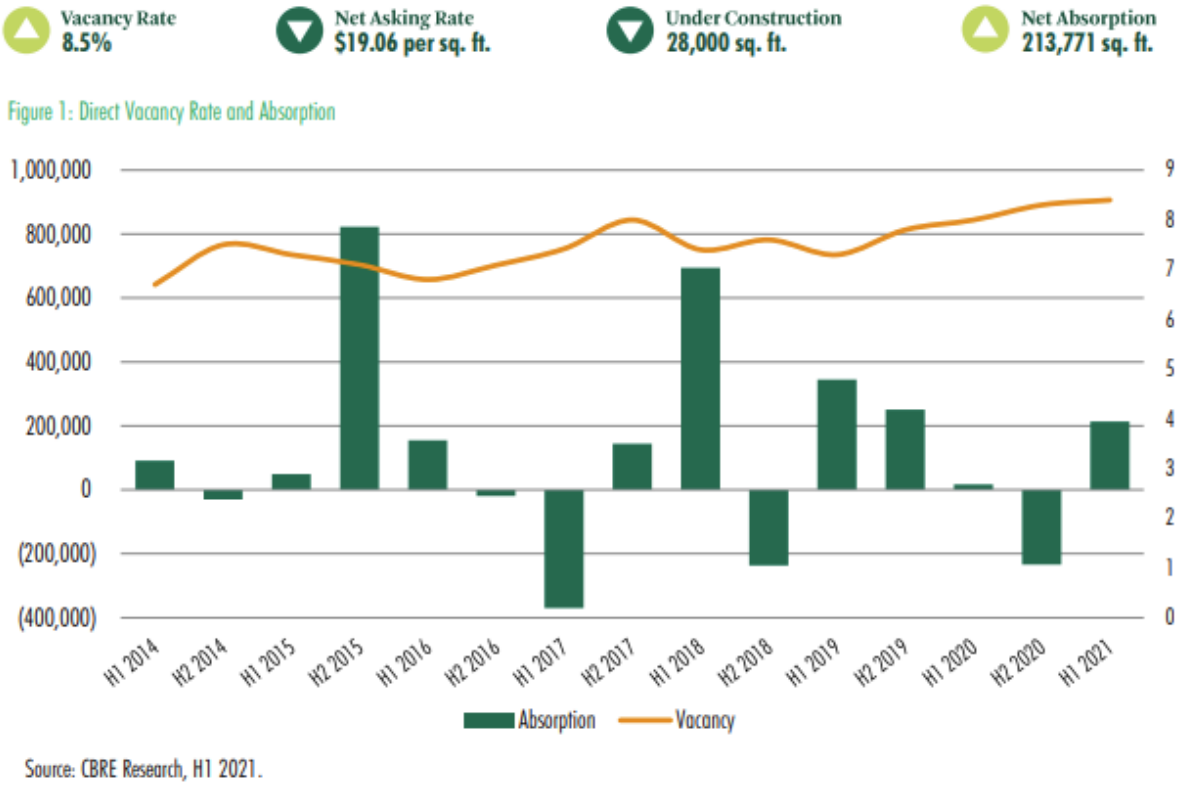
However, vacancy is higher due to significant new construction, both in Minneapolis and surrounding suburbs.

The following chart shows the annual absorption of apartment units:



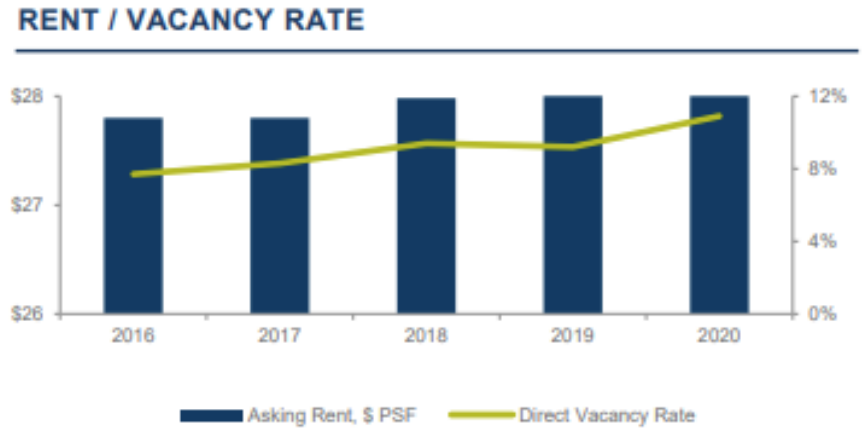
Regional Data – continued

RETAIL MARKET



CBRE indicates that current retail vacancy rates have been increasing and asking rent rates have been declining. There has been absorption of vacant space in the market, however, many developers are cautious about new retail construction. Strong locations retain typical demand; more speculative retail construction generally does not occur.

Similarly, Cushman & Wakefield also shows stagnating retail asking rents and increasing vacancy:

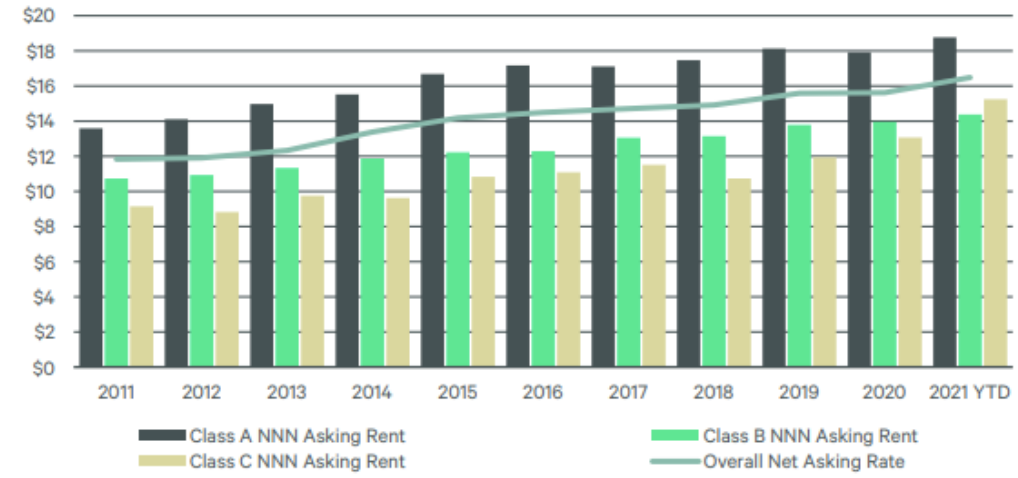


Regional Data – continued

OFFICE MARKET

CBRE data shows that asking rents for the overall office market have generally been increasing. This has also corresponded with an increase in vacancy rates as well. With the COVID-19 pandemic, many employers and workers realized that working remotely was a viable option. It is anticipated that many more companies will offer remote work full-time or part-time; this could impact office space as companies need less square footage. The counterpoint, however, is that companies might retain the same space and create social distancing opportunities in case of possible future COVID-19 flare-ups.

FIGURE 1: Historical Annual Net Asking Rates



Source: CBRE Research, Q3 2021.

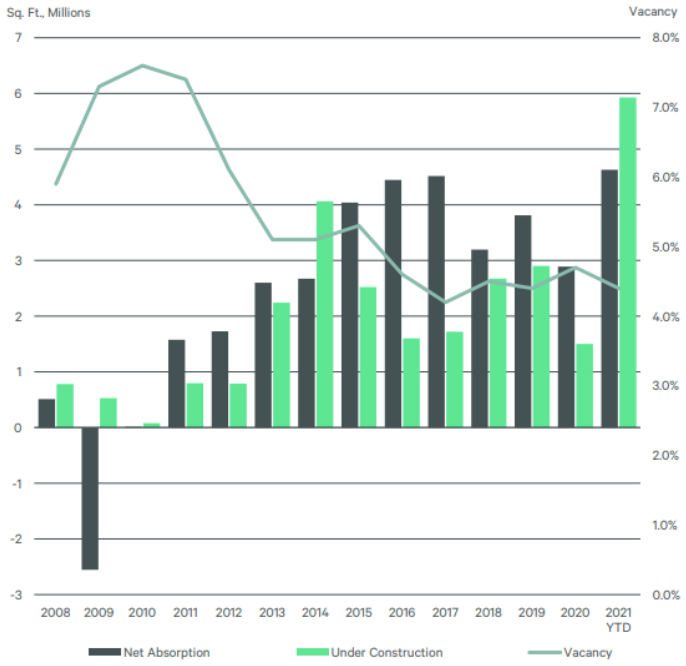
Source: CBRE Research, Q3 2021.

INDUSTRIAL MARKET

The industrial market nationwide has seen increases in rental rates and occupancy. Construction costs have been increasing as well, due to shortages created by the COVID-19 pandemic. In Minnesota the trend is similar to the country overall, vacancy has decreased, construction of new buildings is significant,

CBRE indicates that vacancy has been dropping, construction starts have increased, and absorption is significant:

FIGURE 3: Minneapolis/St. Paul Industrial Net Absorption and Under Construction Vs. Direct Vacancy

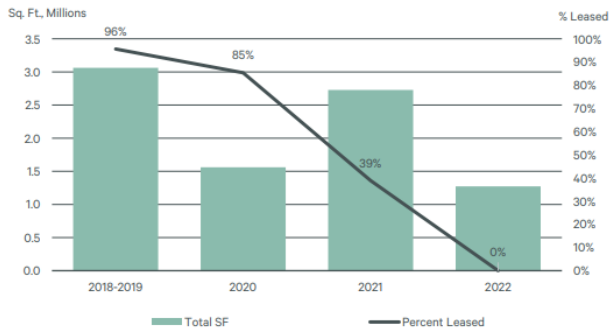


Source: CBRE Research, Q3 2021.

Speculative development, per CBRE, has been significant. For example, almost 3 million square feet of speculative construction occurred in 2018/2019; of this, 96% has been leased. In 2020 around 1.5 million square feet was constructed, around 85% is leased.

Buildings in 2021 are about 39% leased. It appears the market is supporting speculative industrial development at this time.

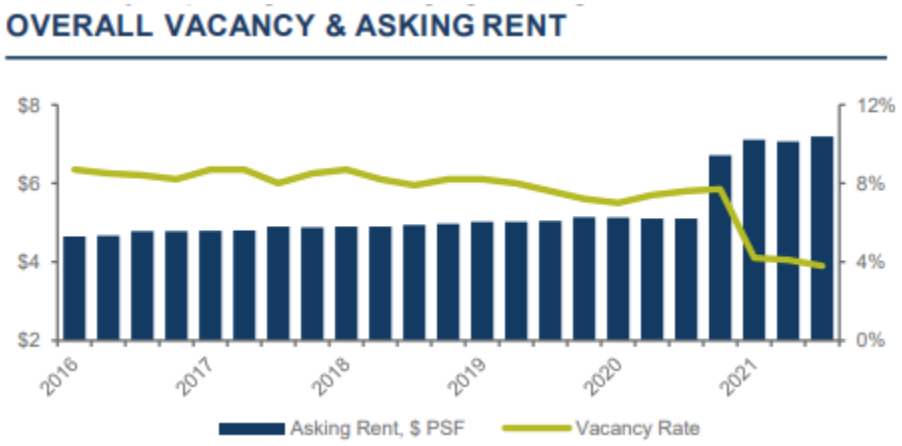
FIGURE 2: Speculative Development by Year Built and Percentage Leased



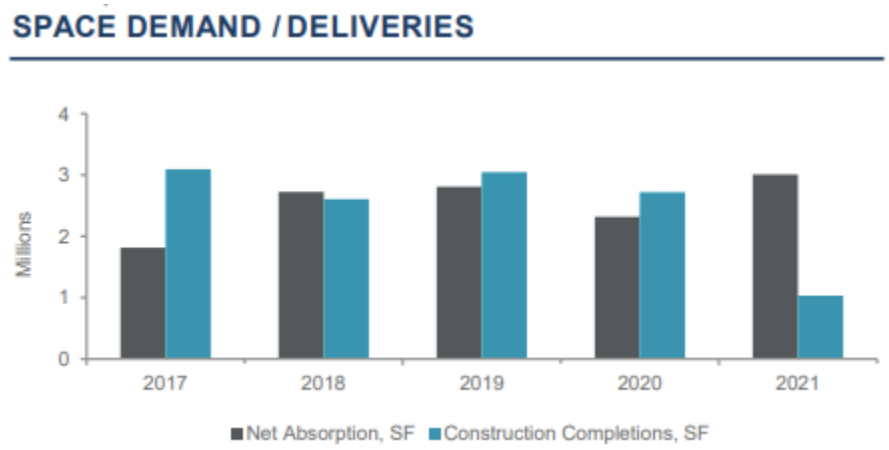
Source: CBRE Research, Q3 2021.

Regional Data – continued

Cushman & Wakefield also reports decreasing vacancy rates and significant increases in asking rates for industrial space.



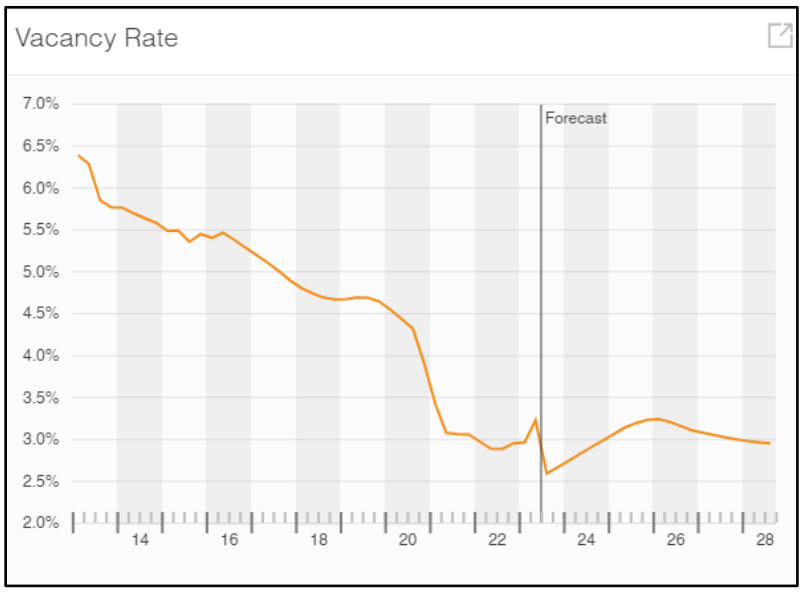
Total construction and absorption has been generally stable, but in 2021 there was significantly more absorption than construction. This would imply there is demand for more industrial space.



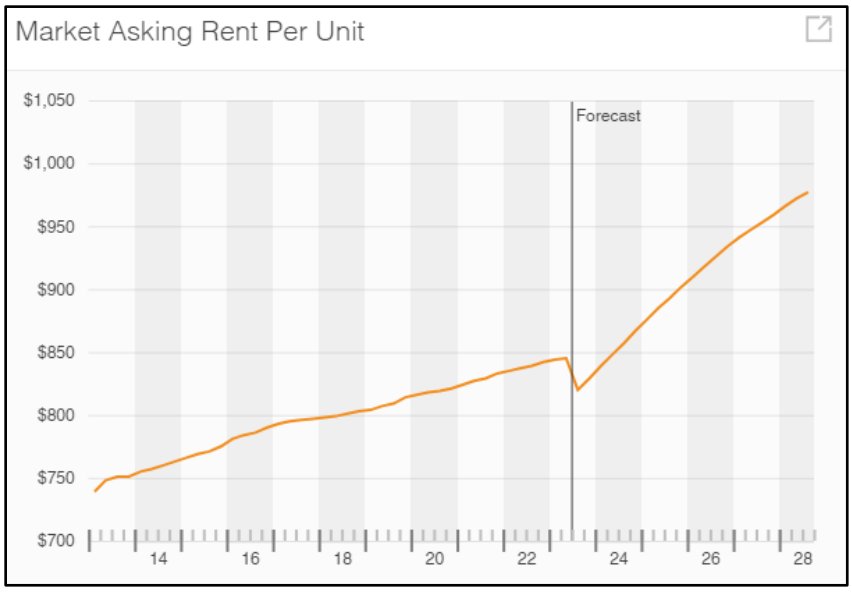
ITASCA COUNTY APARTMENT MARKET

The Itasca County apartment market, per CoStar, has seen declining vacancy rates and increasing asking rent rates.

Apartment vacancy is currently around 3.2% in Q2:



The typical asking rent rate for an apartment unit in Itasca County is $845 per month in Q2:

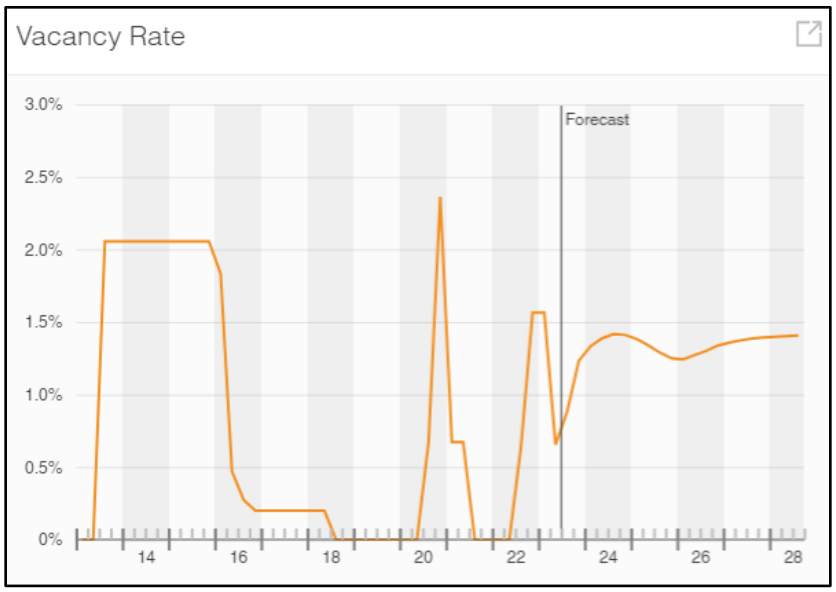


Overall, there has been limited new apartment construction and thus limited increasing rent rates. The Itasca County apartment market is considered stable with some limited new growth.

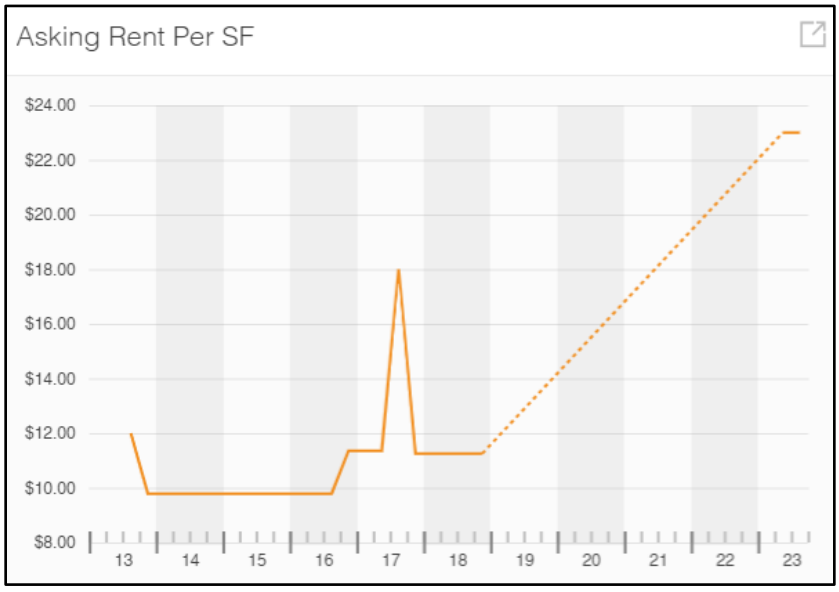
ITASCA COUNTY OFFICE MARKET

Like the overall country, the Itasca County market has been impacted by COVID-19. The current vacancy rate has seen an uptick while asking rents have declined.

Current office vacancy is 1.5 – 2.5%:



Limited asking rental data within Itasca County.



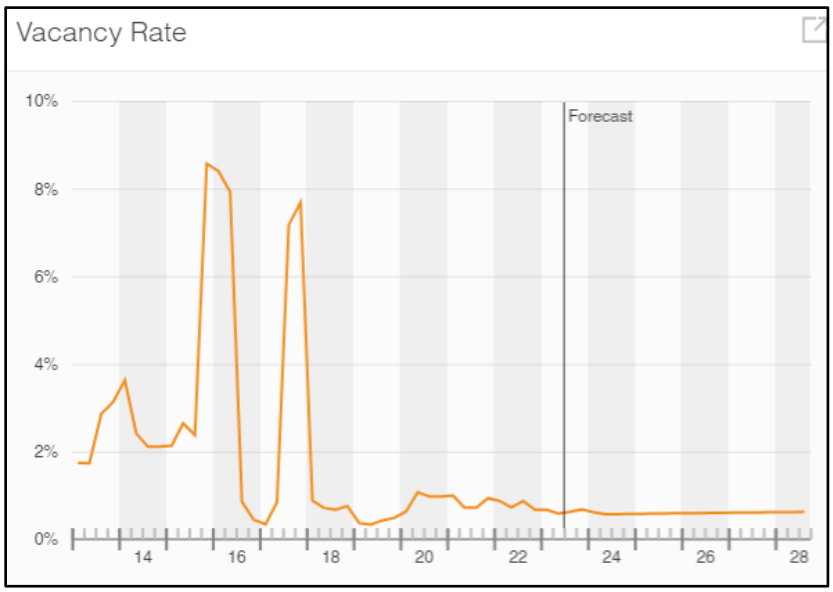
With increasing vacancy and decreasing rates, more investors are pessimistic about the office market.

Regional Data – continued

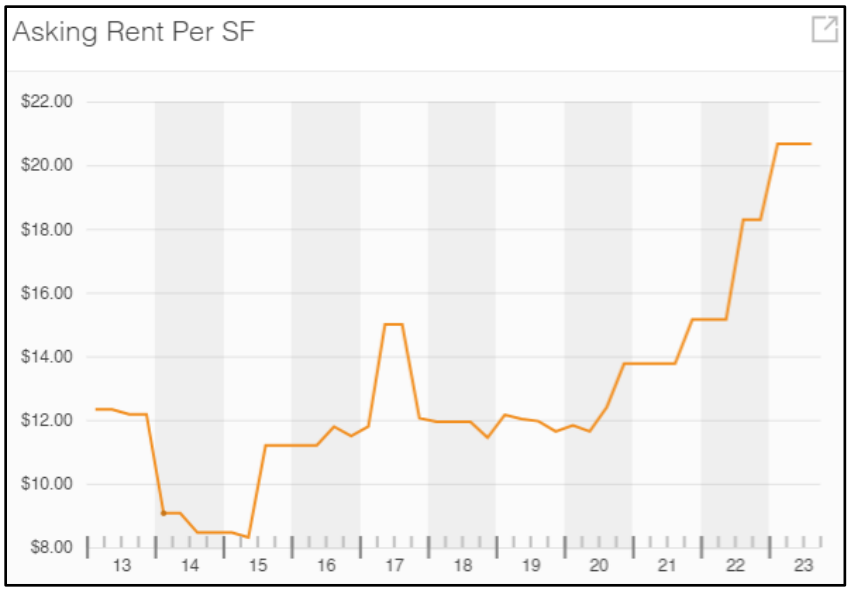
ITASCA COUNTY RETAIL MARKET

Retail has been historically fluctuating; the current COVID-19 pandemic has impacted the market. Vacancy increased sharply during the pandemic but has started to decline as retailers become more optimistic. Similarly, asking rents decreased, but have started to recover.

The current retail vacancy is 1% - 3%:



Asking rents are around $20.67 per SF:



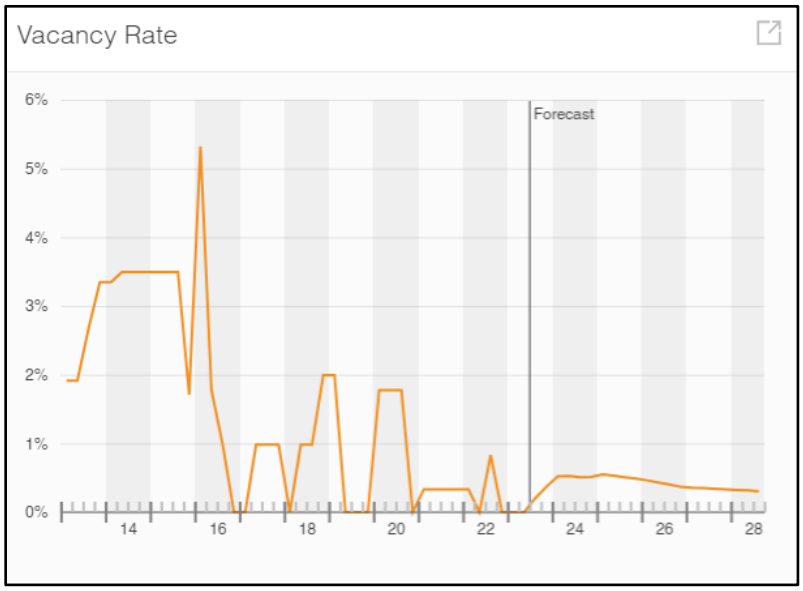
Overall, the retail market appears to be recovering. As prior to COVID-19, retail is starting to shift from goods to services as online ordering increases market share.

Regional Data – continued

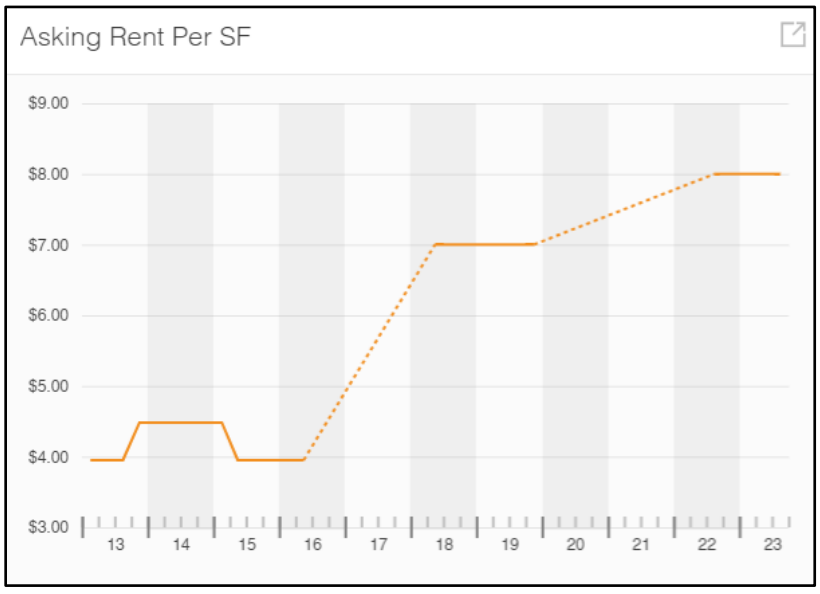
ITASCA COUNTY INDUSTRIAL MARKET

Nationwide, the industrial market has seen significant increasing in rent and decreases in vacancy. The COVID-19 pandemic has led to an increase in physical goods. Supply chain shortages have also led to increased prices.

The current vacancy rate is 1%- 5%. Limited supply of data.

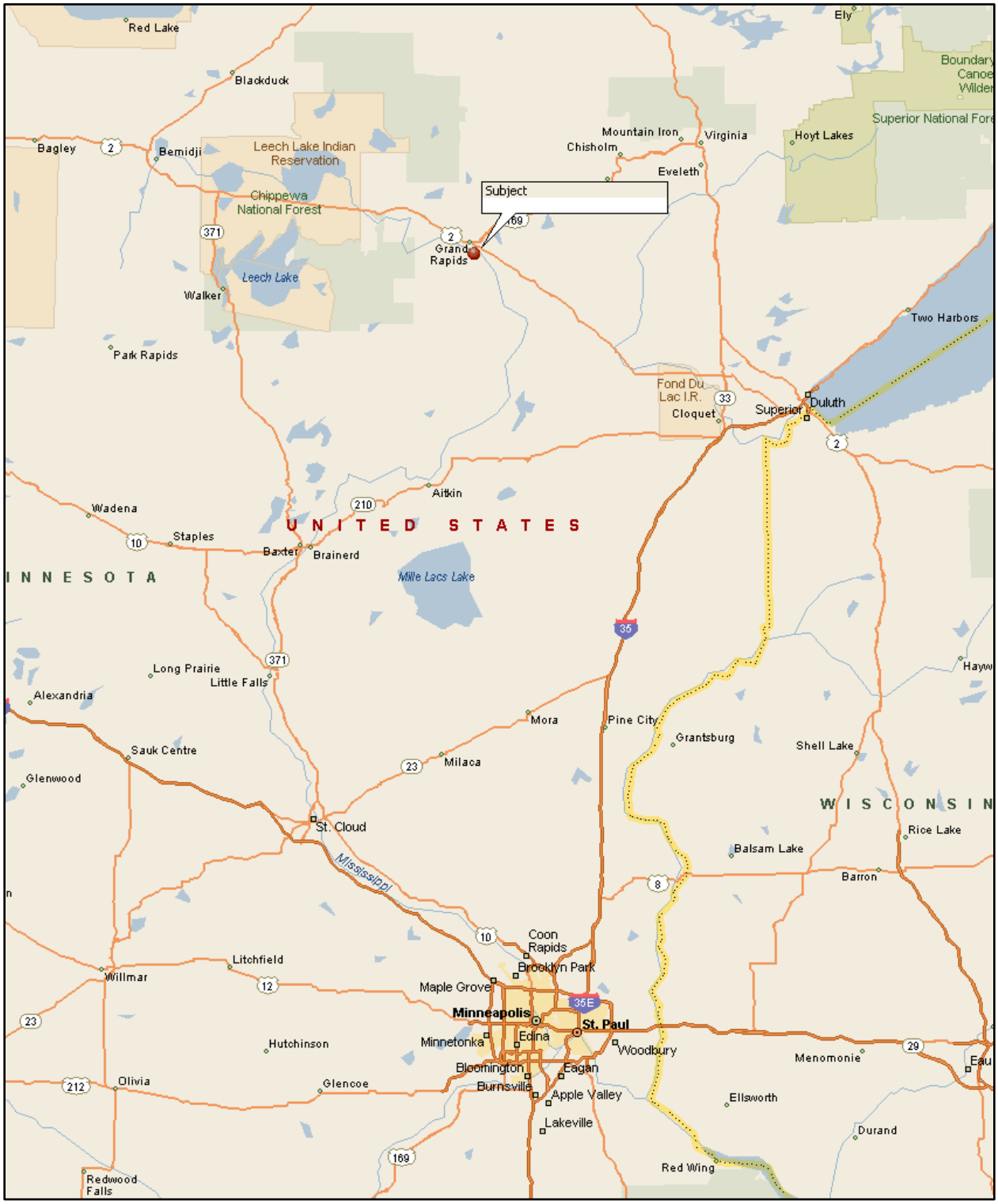


Asking rent is $8.00 per SF, which has been increasing:



The industrial market in Itasca County is considered stable, with increasing rent rates.

REGIONAL MAP



CITY & NEIGHBORHOOD DESCRIPTION

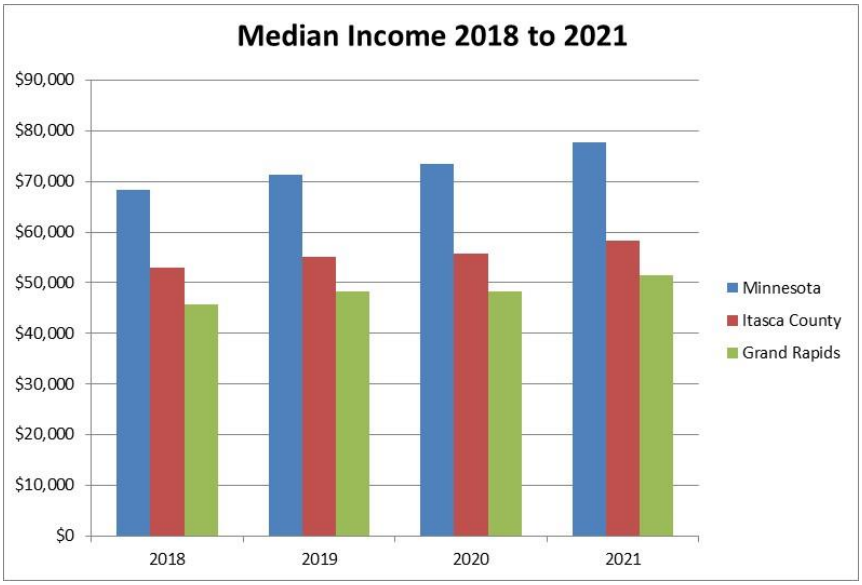
Type of neighborhood:	Mid-Size Northern Minnesota Community	
Percent built-up:	85% developed (within city limits)	
Stage of Development:	Stable	
Neighborhood boundaries:	City Limits	
Redevelopment	Limited redevelopment occurring, updating of properties is occurring	
Major Transportation:	Highway 2, Highway 169	
Predominant Type & Conformity:	*Single Family Residential*	*45%*
	Two- & Multi-Family	*10%*
	Commercial/Industrial	*30%*
	Other/Vacant/Public Land	*15%*
	Total:	*100%*
	Average conformity.	
Reputation of the area:	Average	
Typical property age:	New to 100+ years	
Single-Family Home Sales:	$50,000 to $500,00+ (lake front can be higher)	
Apartment Sales:	$25,000 to $65,000+ per Unit	
Office Property Sales:	$30 to $100+ per SF	
Retail Property Sales:	$40 to $150 + per SF	
Industrial Property Sales:	$20 to $60+ per SF	
Capitalization Rates:	8 - 12% Historic	
Subject Market:	Stable	
Neighborhood Trend:	Stable	
Detrimental influences:	No major apparent	

Area / City: Grand Rapids is considered a full-service community and a regional business center with all necessary services and businesses to support its residents located within the community, such as numerous churches, ambulance service, a volunteer fire department, police presence, educational opportunities for families, public recreational facilities and parks, financial institutions, healthcare facilities, and adequate public utilities. The business culture contains a mix of retail stores and small specialty shops. Another important feature of the economy includes forestry and its related products and activities. Grand Rapids has an airport.

Neighborhood: The subject is located in the southeastern quadrant of the community. The property is located adjacent to Grand Rapids / Itasca County Airport, surrounding uses are destination commercial, light industrial, residential, and vacant land.

Subject City:

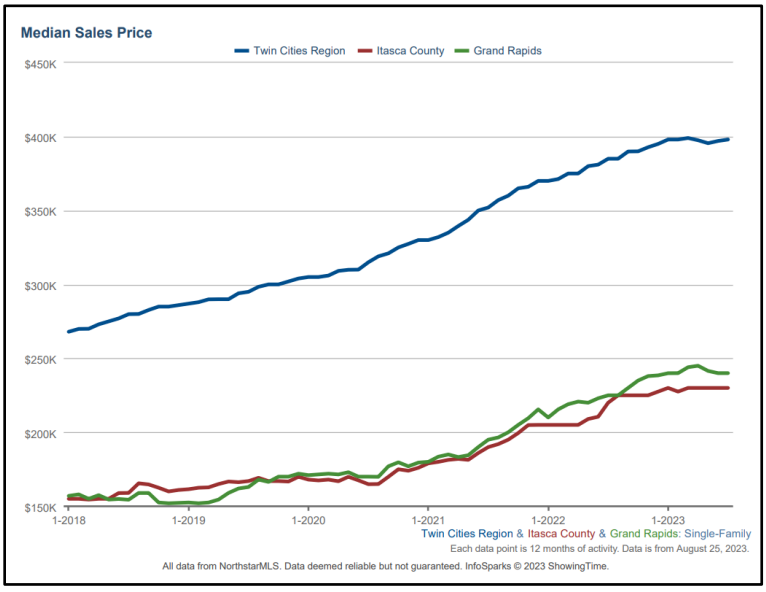
For the city of **Grand Rapids** as of the 2010 census the population was 10,866, in 2000 it was 10,330. This represents an increase of about **5.2%** from 2000 to 2010. The 2021 population estimate is 11,220, a increase of **3.3%**.



The median income for the city is below state and county levels (per Census Bureau). Income has generally increased over the time frame.

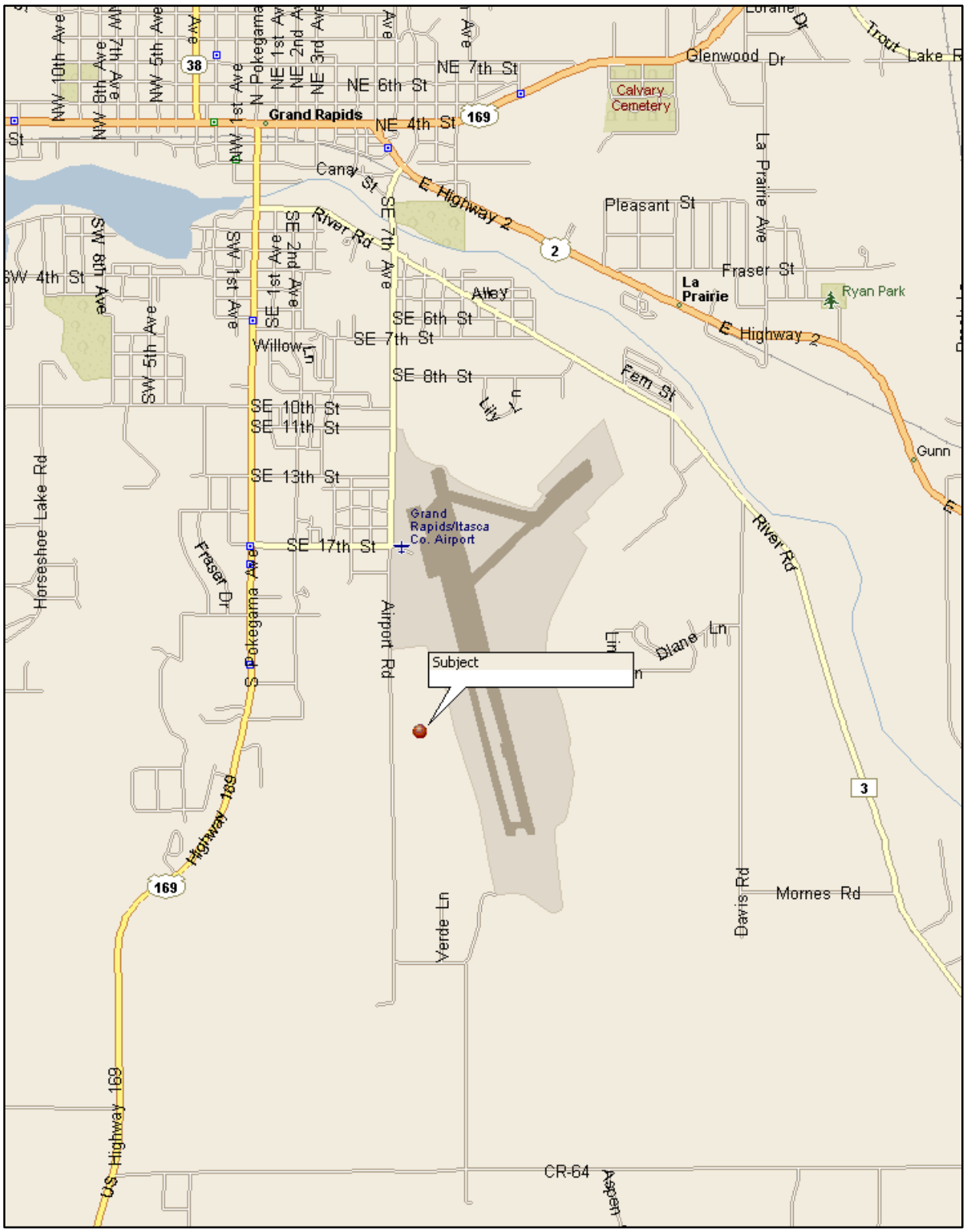
Median Home Prices: City of Grand Rapids

Source: Northstar MLS



The median house sale price in Grand Rapids has generally increased over the timeframe. The city levels are fairly even with the county levels, both are below the Twin Cities Region levels.

NEIGHBORHOOD MAP



SURROUNDING USES

The subject is located adjacent to the Airport in Grand Rapids with surrounding uses being vacant land, residential, and some light industrial/destination commercial

SITE DESCRIPTION

Dimensions:	Irregular	
Gross Site Size:	**12.52 acres (545,371 SF)**, per county, confirmed with aerial GIS measure; **12.17 acres (530,125 SF)** is considered useable, excluding the right-of-way area (see comments)	
Topography / Shape / Low:	Rolling topography / Somewhat rectangular / Two small areas of low/wetland areas, see following map, considered nominal	
Soil conditions / Drainage:	Assume Stable / Appears Average	
Utilities:		
Electricity/Gas	Yes / Yes	
Water/Sanitary Sewer	Public water / Public sewer – located in 7th Avenue Southeast	
Off-Site Improvements:		
Street/Curb/Gutter:	Bituminous / Concrete	
Sidewalk/Alley:	Yes along 7th Avenue Southeast on the western side of lot / None	
Visual Road Condition:	Average, typical wear and tear	
Street Lights / Storm Sewer:	Standard / Yes, in street	
Frontage/Access to site (#):	7th Avenue Southeast (assumed when developed adequate via 7th Avenue Southeast)	
Visibility/Exposure:	Average	
Flood hazard zone:	No flood hazard areas on the site, see following map	
Bus Line:	None apparent in the immediate area	
Apparent Easements:	Typical drainage and utility apparent; above ground power lines located along northern edge of property	
Encroachments/Conditions:	None noted	
Surplus/Excess Land:	Not applicable, vacant land	
Land to Building Ratio:	n/a	
Use / Functional Adequacy:	Vacant land / Average	
Surrounding Uses:	N – Residential	S – Residential, Vacant land (owned by Grand Rapids EDA)
	E – Grand Rapids Airport	W – Light Industrial
Distance to Major Road:	About a quarter mile west to Highway 169, north/south corridor; 2.75 miles north to Highway 2 west/east corridor	

The subject is fairly wooded with two small areas of wetland areas. The county indicates the subject has 12.17 acres of upland space and an additional 0.35 acres of road right-of-way. This appraised value will reflect the useable/upland area of 12.17 acres. Surrounding uses are vacant land, airport, residential, and some destination commercial/light industrial.

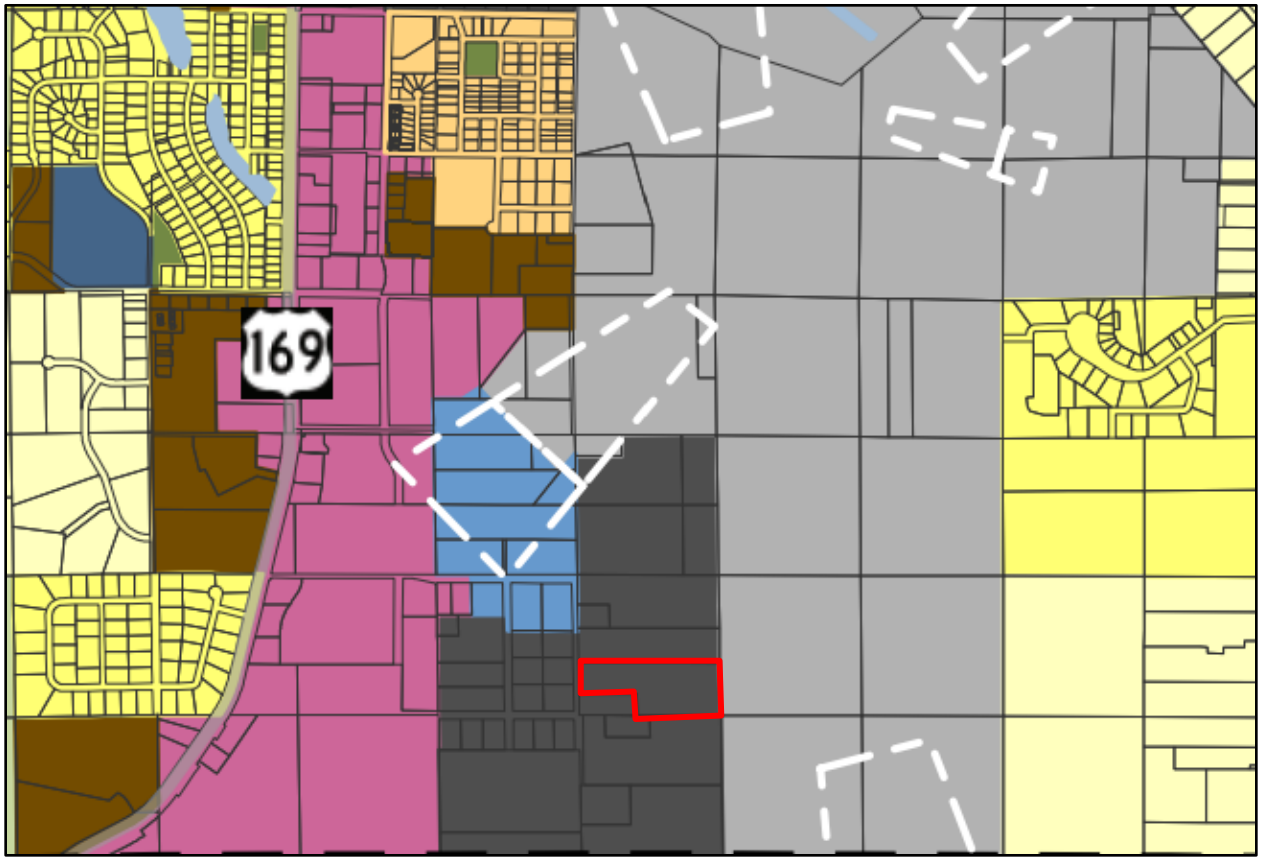
ZONING

Subject Zoning:	**I1, Industrial Park District**
Intent (city code):	I1 Industrial Park District and the SI1 Shoreland industrial park district. These are planned districts that are intended to accommodate new, modern, high performance, low impact industrial uses in a park-like setting. They allow a full range of industrial activities plus support services but allow only limited sales of goods and services directly to the public. For uses permitted by right refer to Section 30-512. SI-1 districts are also subject to shoreland management standards.
Permitted Uses:	Group homes, foster homes and residential treatment centers 7+ persons; accessory buildings to residential uses; auto-truck fleet storage; warehouse, general; warehouse mini storage; Waterhouse motor freight terminal; water sewage treatment; treatment, power substations, neighborhood parks; transportation major or minor; industrial monument work/sales; industrial military post; manufacturing light or heavy; light and heavy industrial activities; recycling center; wholesale distribution facility;
Conditional Uses:	Health care use (interim use); telecommunications tower; jail, detention center, and juvenile detention center; mining of sand and gravel
Major Restriction/ requirements in this district:	**Minimum lot size:** 1 acre **Minimum width:** 150 feet **Minimum setback:** 50 feet **Interior or street side setback:** 25 feet **Rear yard setback:** 25 feet **Maximum lot coverages:** 50 feet **Total surface percentage:** 90% **Maximum building height:** 40 feet **Minimum dimension:** 24 feet
Parking:	**Varies on use**
Use	The subject meets minimum lot size and width and is considered to be a conforming lot of record. The subject is adjacent to the airport which can have additional restrictions for improvements and uses, however, not located in a cone area, see future land use plan.
Source:	*Zoning map, zoning code*

ZONING MAP

The subject is zoned Industrial Park

- One-Family Residence
- One-Family Residence (Small Lot)
- Shoreland One-Family Residence
- One and Two-Family Residence
- Shoreland One and Two-Family Residence
- Multi-Family Residence (High Density)
- Multi-Family Residence (Medium Density)
- Shoreland Multi-Family Residence
- Muliti-Family Resiedence (High Density)
- Shoreland Muliti-Family Resiedence (High Density)
- Rural Residential
- Shoreland Rural Residential
- Recreational Commercial
- Shoreland Recreational Commercial
- Limited Business
- Shoreland Limited Business
- Central Business
- General Business
- Shoreland General Business
- Medical
- Shoreland Medical
- Business Park
- Shoreland Business Park
- Industrial Park
- Shoreland Industrial Park
- General Industrial
- Shoreland General Industrial Park
- Public Use
- Shoreland Public Use
- Conservancy
- Mining Overlay District
- Planned Unit Development
- Scenic By-Way Commercial Overlay District
- Urban Overlay
- Agricultural
- Airport



The subject is guided for Industrial Park. The subject is also in the Airport Zones also.

Figure 4.6 - Future Land Use - City Wide

0 0.5 1 2 Miles

- Highway Commercial
- Downtown Mixed Use
- Neighborhood Mixed Use
- Industrial-Traditional
- Industrial Park
- Business Park
- Institutional/Civic
- Medical Campus
- Parks and Recreation
- Resource Management
- Rural Residential
- Suburban Residential
- Traditional Neighborhood
- Multi-Family Residential
- Transportation and Utilities
- Airport Zones
- Grand Rapids City Limits
- Railroads
- Highways
- Lakes, Rivers, or Mine Pits

GROW Grand Rapids

Below is the following description of the future land use:

Industrial Park:

Description: Traditional Industrial Uses, Including High intensity warehouse and manufacturing.

Primary Land Use: Production / manufacturing, warehouse, large-scale wholesale with trucking, transfer facilities

Potential Secondary Land Uses: Office/administrative associated with primary uses. Retail outlets associated with and secondary to primary use.

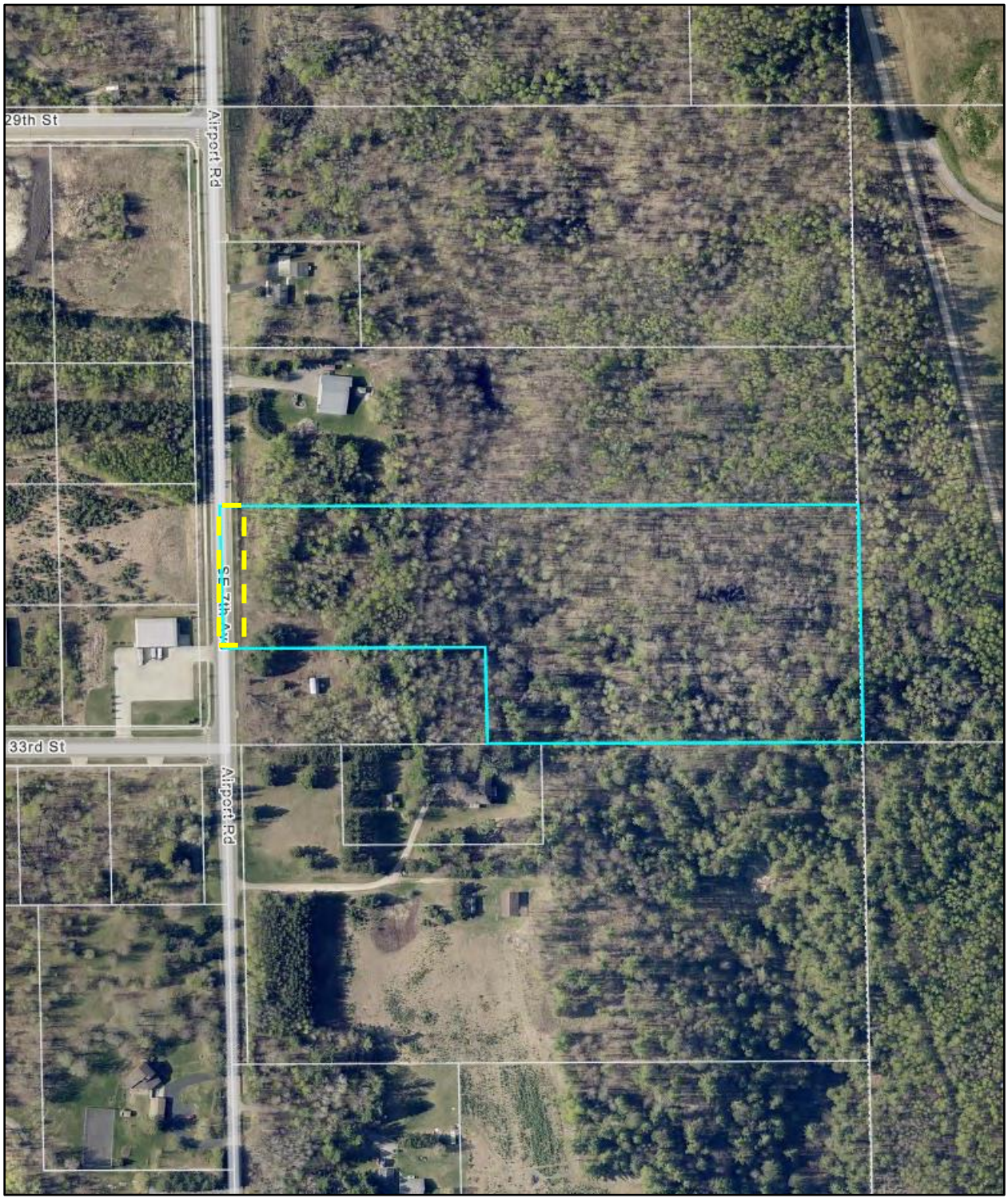
Conclusion:

The subject, along with surrounding parcels, are guided for Industrial Park which encourages predominately industrial related uses. The current zoning is I1, Industrial Park District which is compatible with the future land use plan. As such, the subject would be developed with an industrial related use given zoning and future land use plan.

FLOOD MAP

Per map, there are no flood areas on the subject site.

PLAT MAP



The blue outline reflects the gross subject site which includes right-of-way and upland/useable areas.

The yellow outline reflects the approximate right-of-way area of 0.35 acres, the remaining site is 12.17 acres.

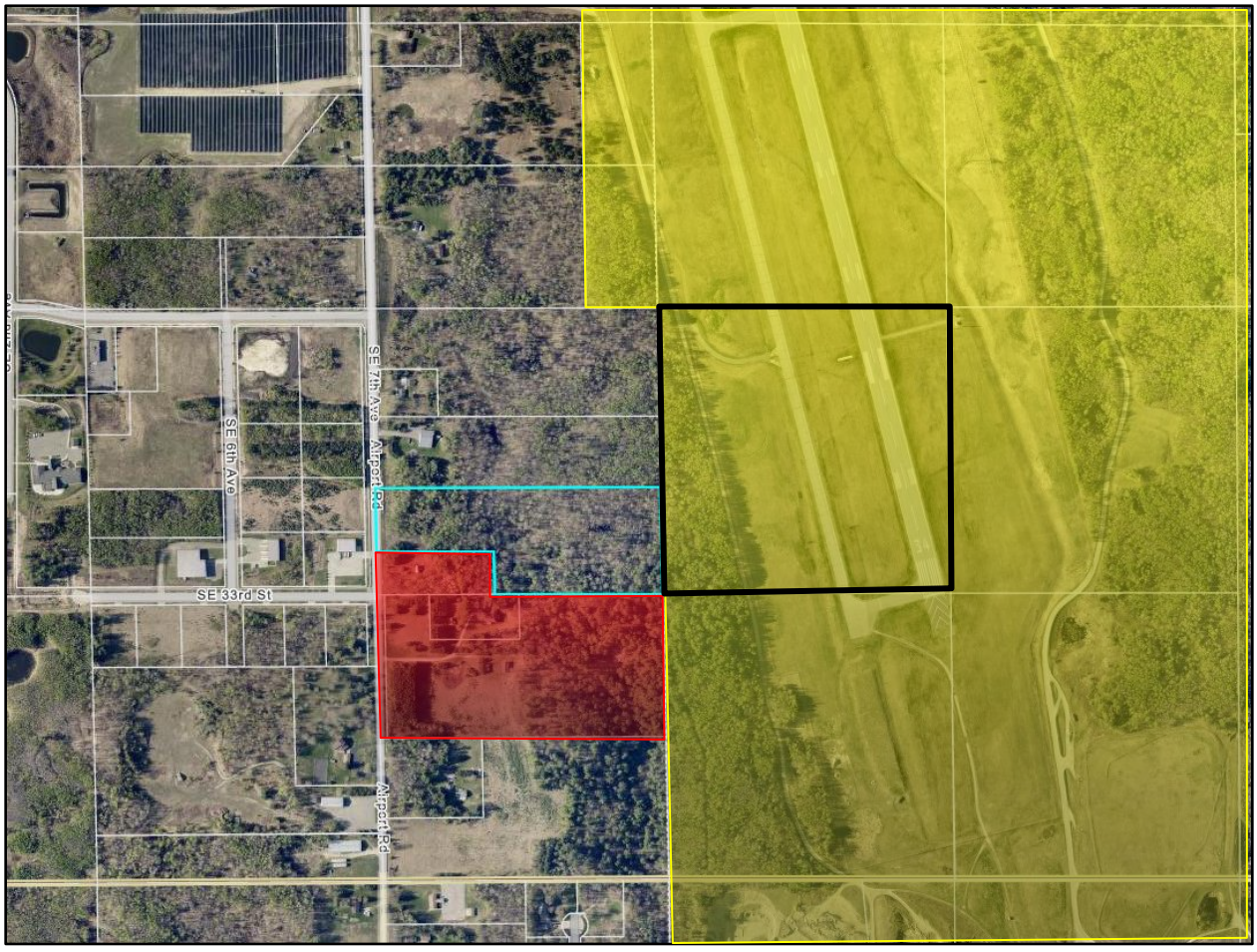
LARGER PARCEL

The larger parcel rule has three tests about whether or not to include surrounding land with the same ownership for severance purposes:

1. Unity of Ownership
2. Contiguity
3. Unity of Use

Ownership:

The subject site is owned by the City of Grand Rapids. The yellow shaded areas are owned by the City of Grand Rapids and are used for the airport, specifically the runway. The shaded red areas are owned by the Grand Rapids Economic Development Authority; although it is a related party, it is not the same owner as the subject.



Contiguity:

The properties shaded in yellow on the prior page are owned by the same owner and are contiguous, however, the only parcel that borders the subject site is the parcel outlined in black.

Unity of Use:

The subject site is vacant land. The property directly to the east (outlined in black) is 40.5 acres and it is the only parcel that borders the subject site. This parcel is used specifically for the runway of the airport and has a different highest and best use than the subject.

The subject's highest and best use is for industrial development, whereas the parcel directly to the east is considered to be airport related.

Conclusion:

The subject is adjacent to properties with similar ownership. The subject site's highest and best use is for industrial, whereas the parcel directly to the east is considered to have a different highest and best use than the subject. As such, the larger parcel is not applied.

As previously mentioned, the properties to the south are owned by the City of Grand Rapids Economic Development Authority, considered not to be the same property owner.

The subject will be appraised as a standalone site, the larger parcel does not apply.

WETLAND MAP

The below map is from the national wetland inventory website of the federal government. The highlighted areas are generally considered probable wetlands (an official wetland delineation survey would need to be completed to fully determine the exact wetland edges).

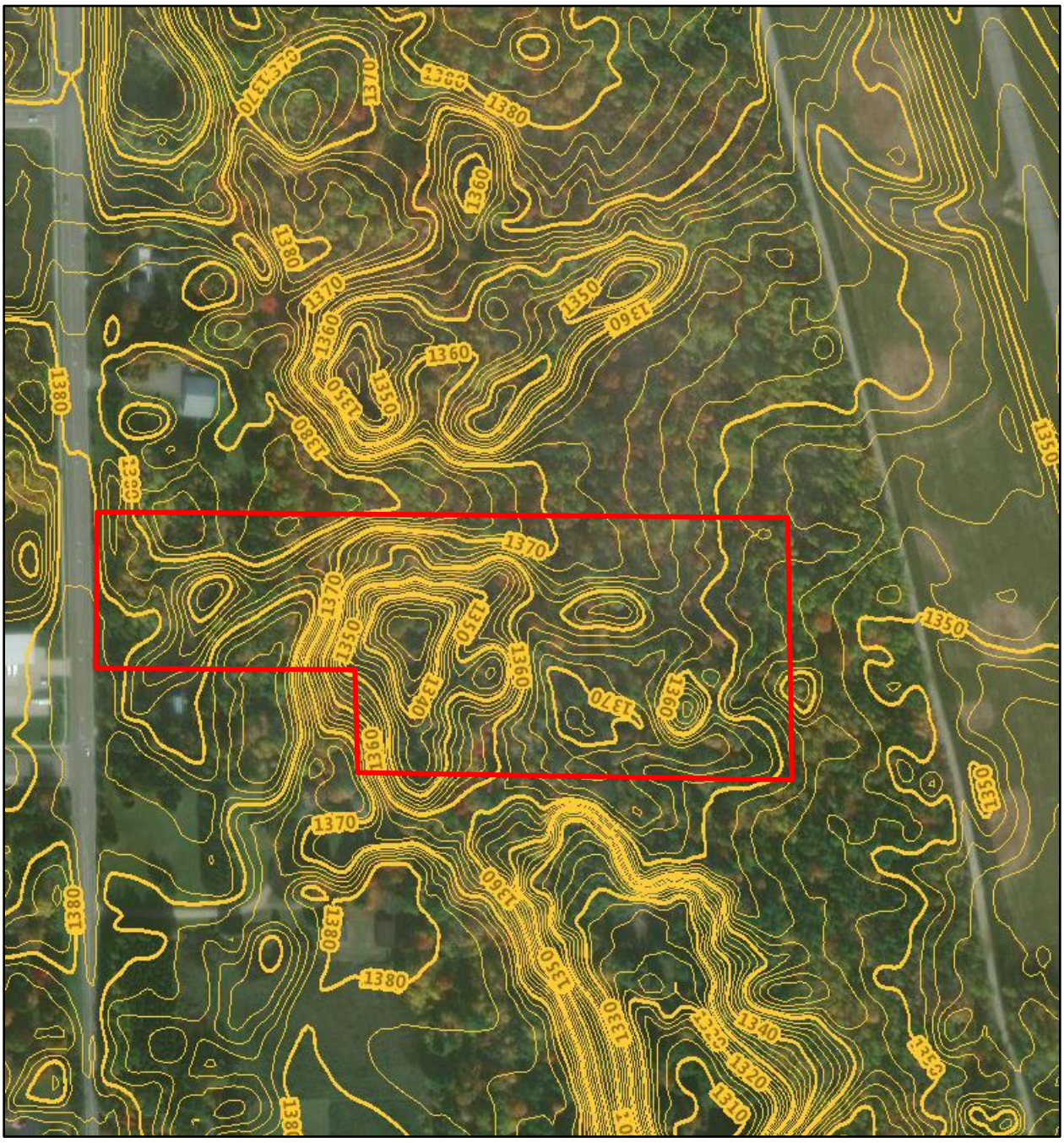
Based on the map, there are wetland areas on the site.

The red outline reflects the approximate subject area.

The wetland area on the subject site is fairly nominal.

TOPOGRAPHY MAP

The following exhibit is from the MN DNR website and reflects the subject's topography.



The red outline reflects the approximate subject site.

The subject has rolling topography based on the available topography map. Elevations range from 1,332 feet to 1,382 feet.

SUBJECT PHOTOGRAPHS

Photo #1 – Looking north on 7th Ave SE / Airport Road 8/26/2023, taken by Erin Waytas, MAI, red arrow indicates location of the subject

Photo #2 – Looking south on 7th Ave SE / Airport Road 8/26/2023, taken by Erin Waytas, MAI, red arrow indicates location of the subject

Photo #3 – Looking east into the subject site 8/26/2023, Taken by Erin Waytas, MAI

Photo #4 – Looking northeast into the subject site 8/26/2023, Taken by Erin Waytas, MAI

Photo #5 – Looking southeast into the subject site
8/26/2023, Taken by Erin Waytas, MAI

Photo #6 – Looking east into the subject site
8/26/2023, Taken by Erin Waytas, MAI

HIGHEST AND BEST USE

Highest and best use as defined in The Appraisal of Real Estate, Thirteenth Edition, by the Appraisal Institute, is: "The reasonably probable and legal use of vacant land or an improved property, that is physically possible, legally permissible, appropriately supported, financially feasible, and that results in the highest value." Highest and best use is analyzed in two ways, site as vacant and site as improved.

Typically, there are four criteria in highest and best use analysis	
Legally permissible uses	*What uses are allowed by zoning?*
Physically possible uses	*What uses are physically possible on the site?*
Financially feasible use	*Which possible and permissible uses will produce a positive return?*
Maximally productive use	*Of the financially feasible uses, which use produces the highest return warranted by the market (the ideal improvements)?*

Site as Vacant: Among all reasonable, alternative uses, the use that yields the highest present land value, after payments are made for labor, capital, and coordination. The use of a property based on the assumption that the parcel of land is vacant or can be made vacant by demolishing any improvements. *The Dictionary of Real Estate Appraisal, Fifth Edition, by the Appraisal Institute.*

Legally Permissible Uses: The current **I1, Industrial Park District** zoning allows for predominately industrial related uses such as warehouses, light industrial, and heavy industrial. There are some other specified residential uses that are allowed such as group homes, foster homes, and residential treatment centers. The subject site meets minimum lot size and minimum width requirements.

The subject is guided for **Industrial Park** which primarily allows for production / manufacturing, warehouse, large-scale wholesale with trucking, transfer facilities, etc. The future land use plan is considered to be compatible with the existing zoning district.

Physically Possible Uses: The subject site is predominately wooded throughout and based on the topography of the site there are some rolling areas, rear portion of the site appears to be more level / less rolling.

Public water and public sewer are available in 7th Avenue Southeast / Airport Road which would be available for development along with gas and electric being available as well.

Financially Feasible Uses: Typically, surrounding uses, market demand, and availability of financing drive financially feasible uses.

Surrounding Uses: The airport is located to the east of the subject. Surrounding uses are vacant land, residential, and some industrial uses. Limited new construction industrial in the immediate area, most recent structure is across street that was built in 2012 +/-.

Financing: Availability of financing is currently average. There appear to be no site conditions that would adversely impact the availability of financing. Current interest rates range from 6.50% to 8.50%. Lenders typically desire to see market demand for speculative multi-tenant industrial development prior to extending financing.

Market Demand: The subject is rated to have fair to average appeal in the market for development, larger site and topography can lengthen potential development demand. Furthermore, there is available land in the subject's market (directly across the street) and in other parts of the city. There is also available land in adjacent cities (La Prairie and Cohasset), overall demand for industrial land is rated to be softer.

Financially Feasible Uses: The subject is currently vacant and would allow for development. The site would likely appeal to a single-user or owner-occupant. Development would be financially feasible, lengthier development timing given larger site and availability of land, and market participants would likely wait for the gap between cost and value to narrow. Government programs such as TIF and various grant programs can help narrow the gap as well.

Maximally Productive Use:

A typical market participant would likely consider the following options:

1. Leave vacant
2. Develop with an industrial use

The subject is vacant land. The subject has not been openly marketed due to City of Grand Rapids ownership, there is available land in the immediate and greater area.

The subject site would likely appeal to a single-user (owner-occupant) for industrial related use. Development time is likely lengthy given the available land and size of site. Limited new construction in the immediate area, likely attributable to the gap between cost and value.

As such, the highest and best use for the subject site is to speculate for industrial-related development as market demand warrants and zoning allows. Site would likely appeal to a single-user/owner-occupant and development timing as a standalone site is now to 5+ years.

Site as Improved: The use that should be made of a property as it exists. An existing improvement should be renovated or retained as so long as it continues to contribute to the total market value of the property, or until the return from a new improvement would more than offset the cost of demolishing the existing building and constructing a new one. *The Dictionary of Real Estate Appraisal, Fifth Edition, by the Appraisal Institute.*

The subject is vacant land. This analysis is not applicable.

Most Probable Buyer: The most likely buyer of the subject would be an owner-occupant.

COST APPROACH

The subject is vacant land, the Cost Approach is not considered to be applicable.

INCOME APPROACH

The Income Approach was not applied. Specific subdivision development costs and approved number of lots are not available, rendering the Income Approach an unreliable indicator of value for the subject property.

SALES COMPARISON APPROACH

The Sales Comparison Approach to Value is predicated upon sales of properties with similar characteristics as the subject. The primary premise of this approach is that the market value of the subject is directly related to the prices of competing properties after adjustment. Adjustments are made in an effort to account for significant differences.

Supply and Demand: Sales in the market result from negotiations between buyers, sellers and lenders. Buyers reflect market demand and sellers supply. If demand is high, prices tend to increase, if it is low, prices usually decrease.

Substitution: The principle of substitution holds that the value of a property tends to be set by the price paid to acquire a substitute property of similar utility and desirability within a reasonable amount of time (The Appraisal of Real Estate, 14th Edition). The Sales Comparison Approach is less reliable if substitute properties are not available in the market. There are adequate sales to apply the sales comparison approach and formulate a reliable indication of market value.

Balance: The market tends to force a balance between supply and demand. Balance can change due to shifts in population, variations in purchasing power, consumer tastes and preference and time.

Externalities: When possible, select comparables with similar location, economic conditions and support facilities.

The Following Outline Is Used In The Sales Comparison Approach:

- A location map of the comparable sales.

- Comparable sales are listed.

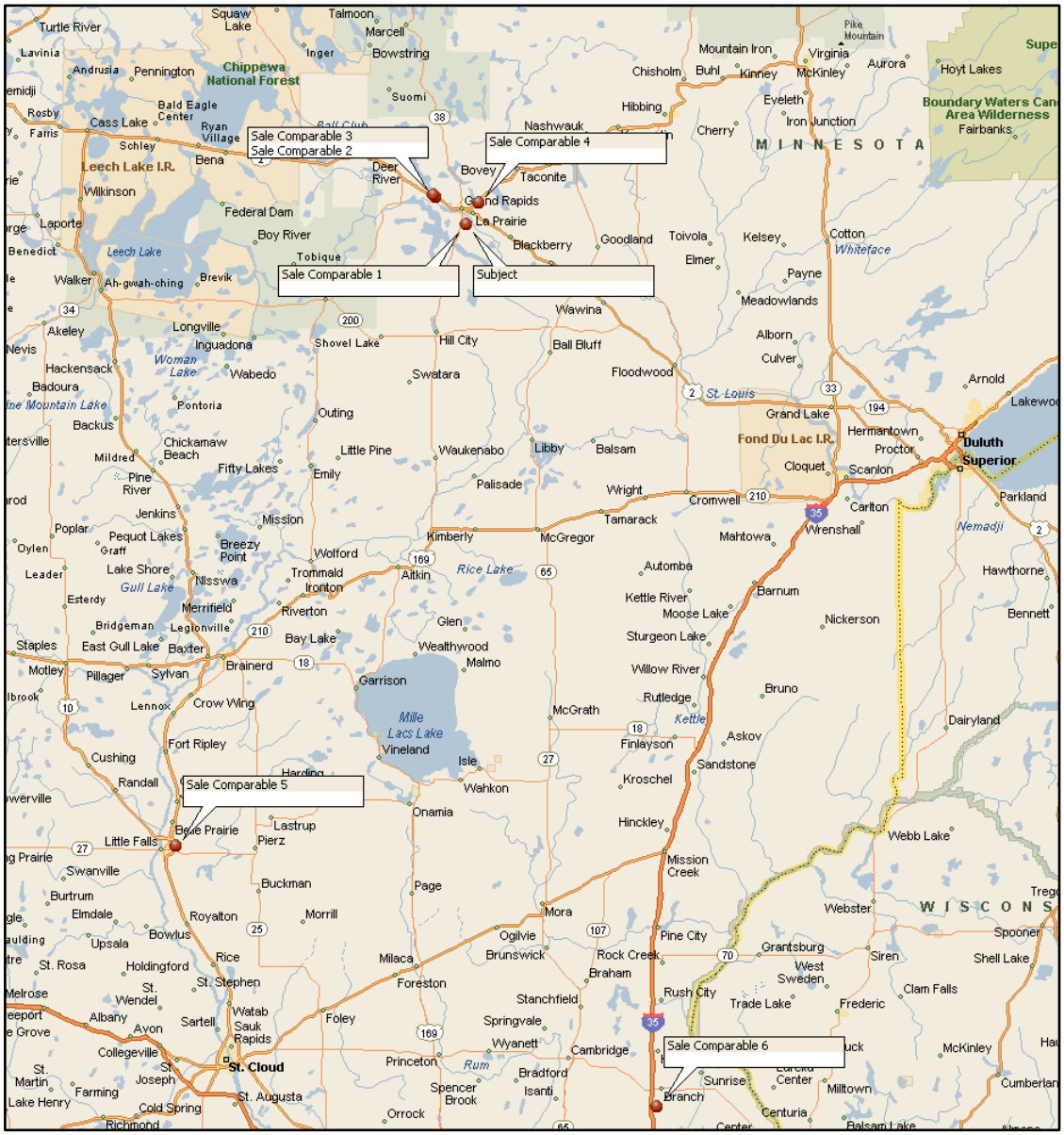
- An adjustment grid using the comparable sales.

- A discussion of adjustment and conclusion of value.

Comparable Location Map

Primary Comparable Selection/Search Criteria:

- Primary emphasis of industrial related properties, or commercial with close proximity that allows for some general light industrial uses.
- Sale date of January 1, 2019 +, older sales may be considered if appropriate
- Data from competing communities, primary consideration to the subject's community
- In some instances, older data and/or data from competing communities will be utilized due to proximity to the subject and other characteristics similar to the subject.



The comparable site photographs are indicated below and on the following page; photographs of comparables were taken from public right-of-way:

Comparable Sale #1

Comparable Sale #2

Comparable Sale #3

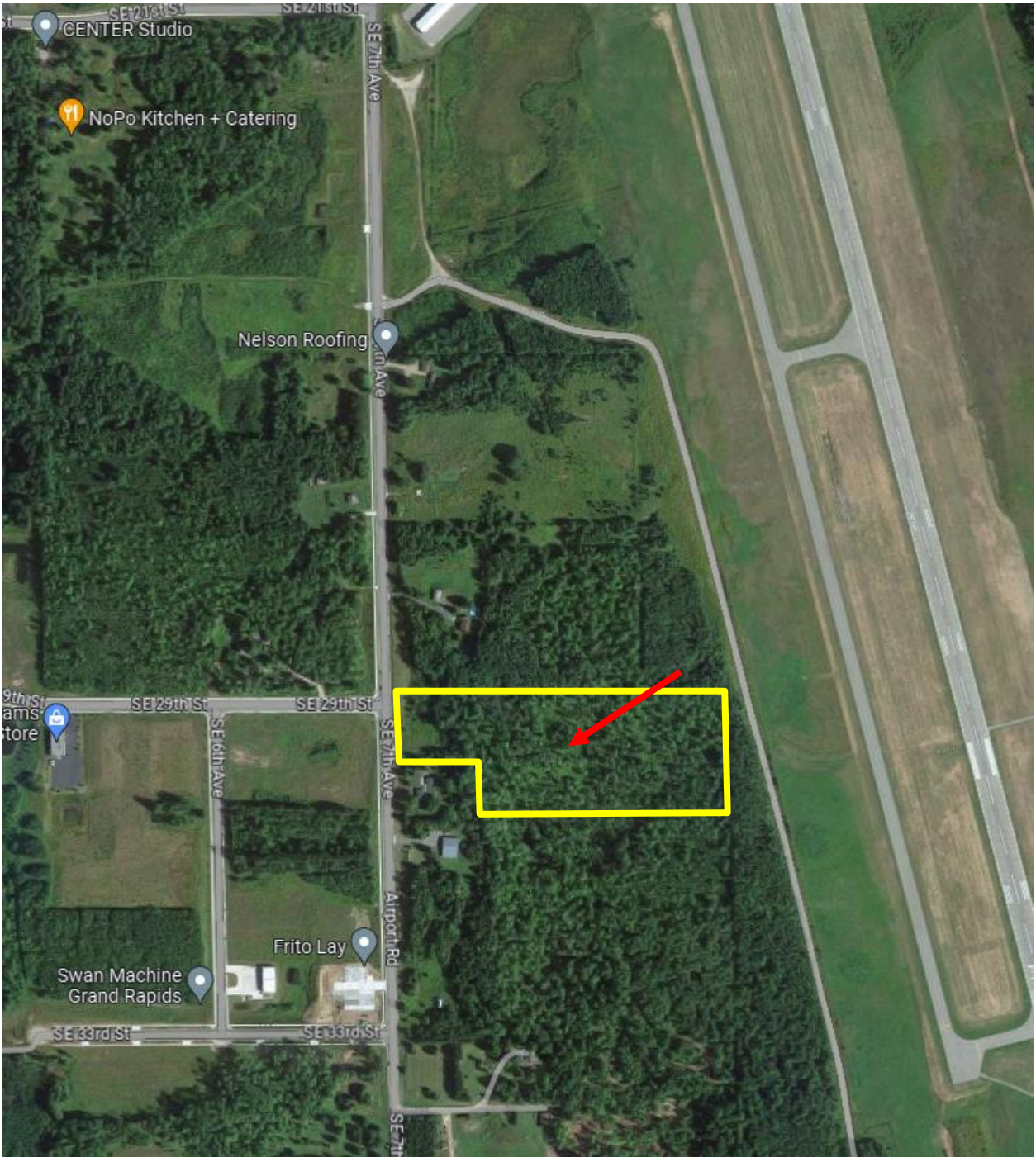
Comparable Sale #4

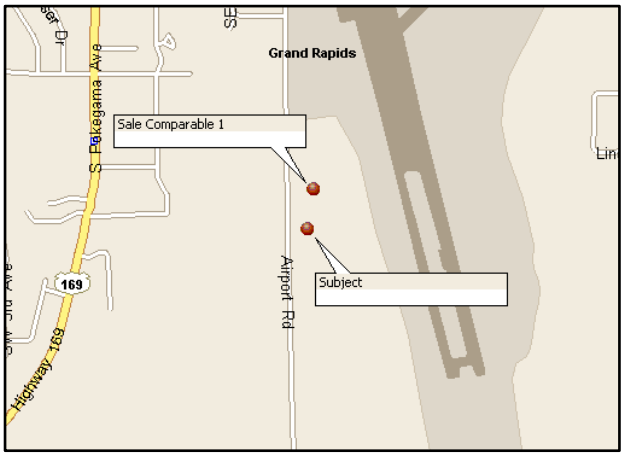
Comparable Sale #5

Comparable Sale #6

Land Sale 1 is surrounded by the airport, vacant land, industrial, and some residential uses.

The sale is indicated by the red arrow below and approximate yellow outline.



Land Sale Comparable #1	
	

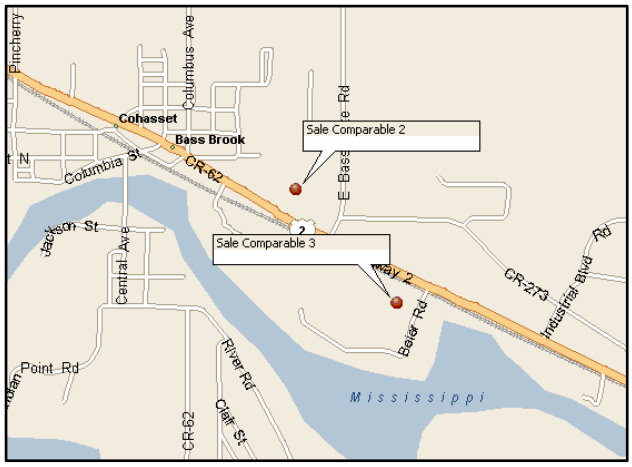
Property Data			
Address:	XXXX 7th Avenue Southeast, Grand Rapids		
PID/Legal Description:	91-033-4120		
Description:	Land parcel	**Zoning/Intended Use:**	Industrial
Physical Characteristics:	Wooded, Nominal low/wetland	**Utilities:**	Public, In street
Site Size:	13.39 acres	**Improvements:**	None
Comments:	Vacant land located in Grand Rapids with close proximity to the subject. The subject is currently zoned Industrial Park and guided for Industrial Park, which is the same district as the subject site. The site is heavily wooded with a similar rolling topography. The site area noted above excludes the reported right-of-way by county.		

Sale Data			
Sale Price:	$129,900	**Price /Acre:**	**$9,701 per Acre**
Sale/Close Date:	November 26, 2019	**Sale Terms:**	Cash
Buyer:	Michael & Mary Ives	**Sale Conditions:**	Typical
Seller:	Carol Lessin	**Source/Verification:**	MLS, CREV 1042078
Comments:	The property was listed on the open market. The listing agent, Jeffrey Dick 218-326-3411, verified the sale information.		

Land Sale 2 is surrounded by a industrial, vacant land, residential, and is located along the Highway 2 corridor.

The sale is indicated by the red arrow below and approximate yellow outline.

Land Sale Comparable #2

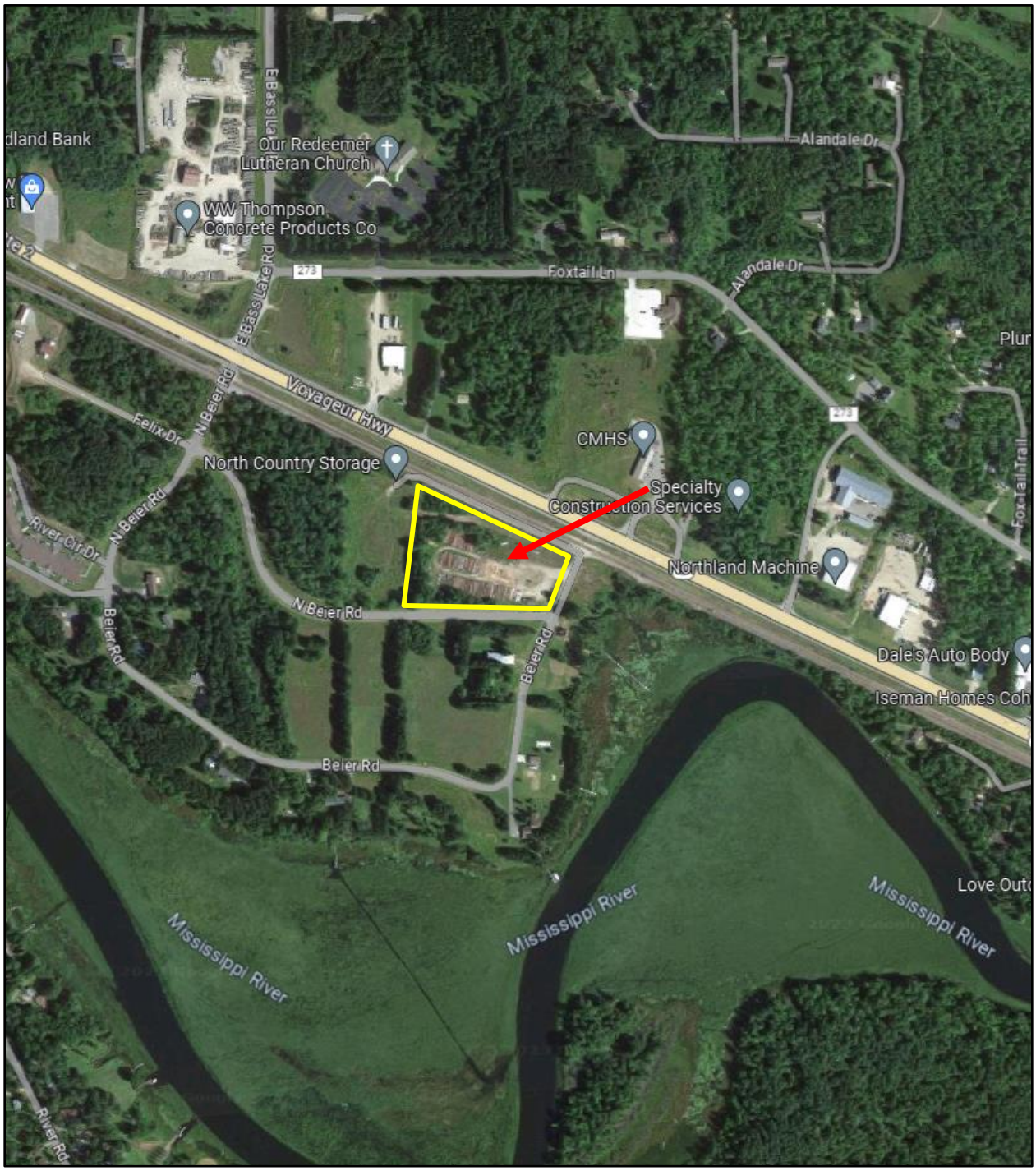


Property Data			
Address:	XXXX Highway 2, Cohasset		
PID/Legal Description:	05-470-0120, 05-470-0115		
Description:	Land parcel	**Zoning/Intended Use:**	Commercial / Ind
Physical Characteristics:	Wooded, Open Space, Nominal low/wetland	**Utilities:**	Public, In street
Site Size:	5.42 acres	**Improvements:**	None
Comments:	Property located in Cohasset along the Highway 2 corridor. Property is comprised of two parcels with sloping throughout with wooded and open areas. Public utilities are located in the street. The site is zoned General Business which allows for general commercial uses along with some light industrial including general warehouse, mini-storage, contractor uses, outdoor storage, assembly uses (small, large is allowed with a conditional use permit). The property was marketed with industrial potential. Property is used due to proximity, some industrial uses are allowed, the adjacent properties are industrial in nature.		

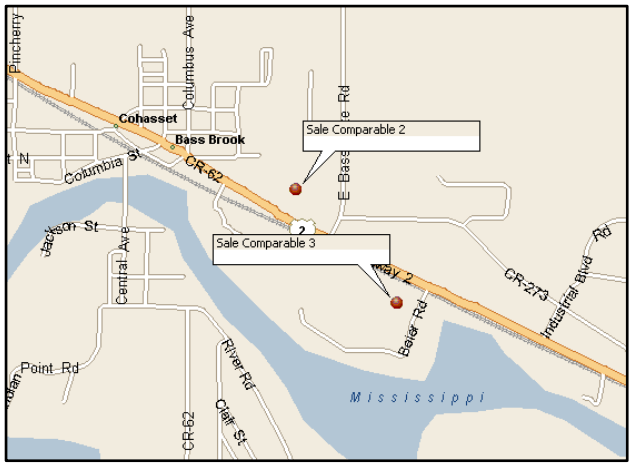
Sale Data			
Sale Price:	$100,000	**Price /Acre:**	**$18,450 per Acre**
Sale/Close Date:	August 16, 2022	**Sale Terms:**	New Mortgage
Buyer:	Daniel Martin	**Sale Conditions:**	Typical
Seller:	Evergreen Land Company	**Source/Verification:**	MLS / CREV 1454554
Comments:	The property was listed on the open market on August 2, 2021, with a price of $195,000. The property was on the market for 323 days prior to closing at $100,000. The listing agent, Jackie Lawson 218-259-4678, verified the sale information.		

Land Sale 3 is surrounded by industrial, destination commercial, residential, and is located along the Highway 2 corridor.

The sale is indicated by the red arrow below and approximate yellow outline.



Land Sale Comparable #3

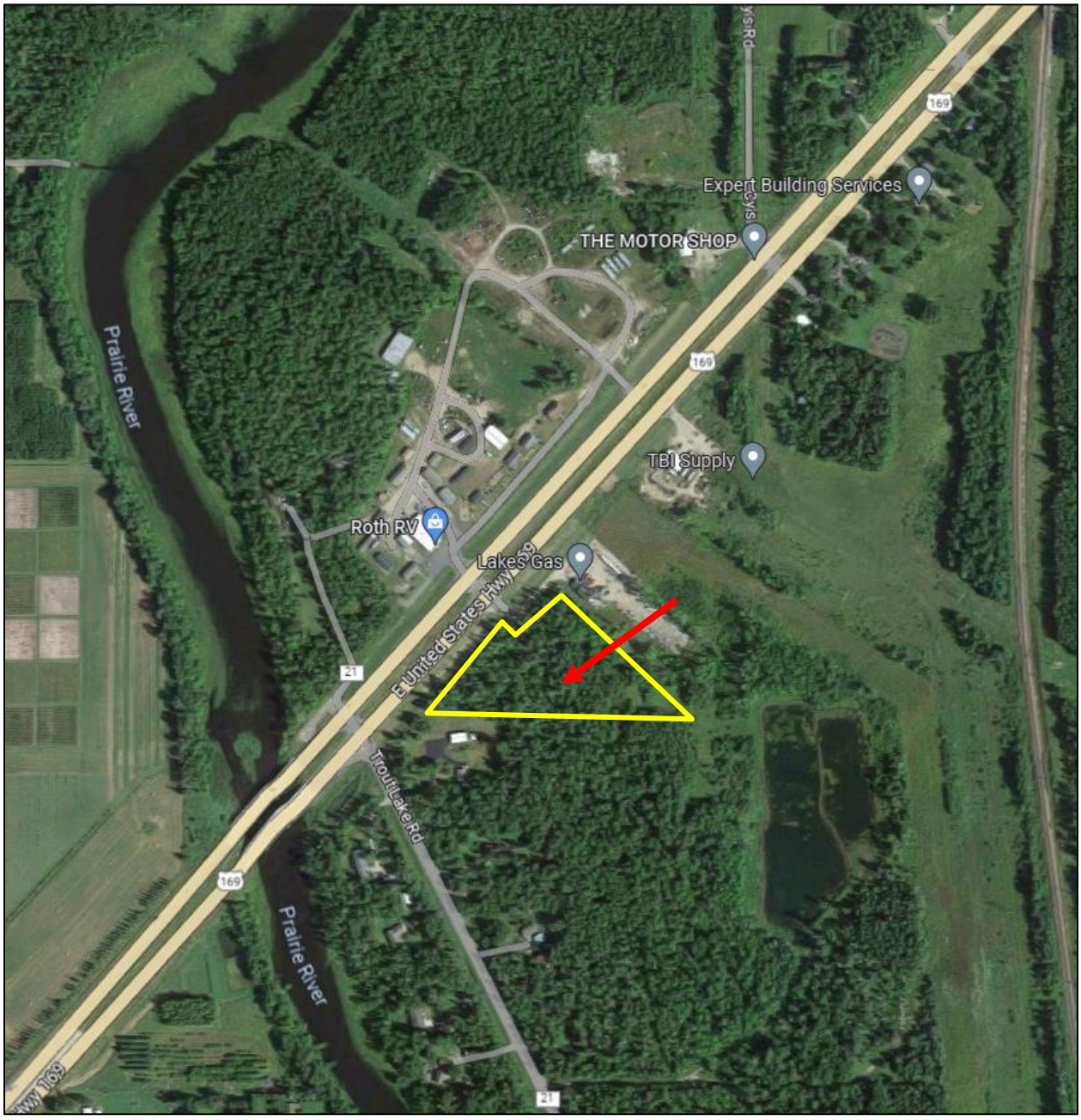


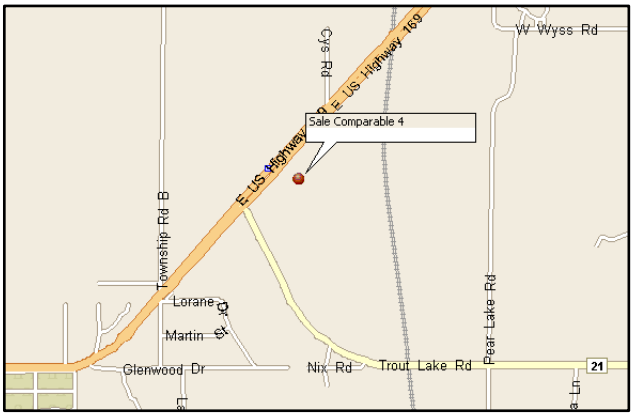
Property Data			
Address:	35462 Beier Road, Cohasset		
PID/Legal Description:	05-011-4204		
Description:	Land parcel	**Zoning/Intended Use:**	Commercial / Ind
Physical Characteristics:	Open, Wood, nominal low/wetland	**Utilities:**	Public, In street
Site Size:	4.70 acres	**Improvements:**	Small shed , Billboard
Comments:	The property is located in Cohasset along Highway 2 corridor (no direct access, circuitous access). At time of transaction there was a small shed (aerial above is after the sale buyer built a mini-storage and warehouse building). There was a billboard on the site at time of transaction, however, no reported income. The site is zoned General Business which allows for general commercial uses along with some light industrial including general warehouse, mini-storage, contractor uses, outdoor storage, assembly uses (small, large is allowed with a conditional use permit). The property was marketed with industrial potential. Property is used due to proximity, some industrial uses are allowed, the adjacent properties are industrial in nature.		

Sale Data			
Sale Price:	$90,000	**Price /Acre:**	**$19,149 per Acre**
Sale/Close Date:	August 19, 2020	**Sale Terms:**	New Mortgage
Buyer:	North Country Development, LLC	**Sale Conditions:**	Typical
Seller:	Barbara Foss	**Source/Verification:**	MLS / CREV 1166275
Comments:	The property was listed on the open market. The site was originally listed on March 6, 2019, for $100,000. The property was on the market for 310 days and closed at $90,000. The listing agent, Karyn Davidson 218-326-8200, confirmed details of the sale. The property had previously been listed on the market for about a year before expiration and being relisted and selling in August 2020.		

Land Sale 4 is surrounded by vacant land, residential, industrial, and some destination commercial uses.

The sale is indicated by the red arrow below and approximate yellow outline.



Land Sale Comparable #4	
	

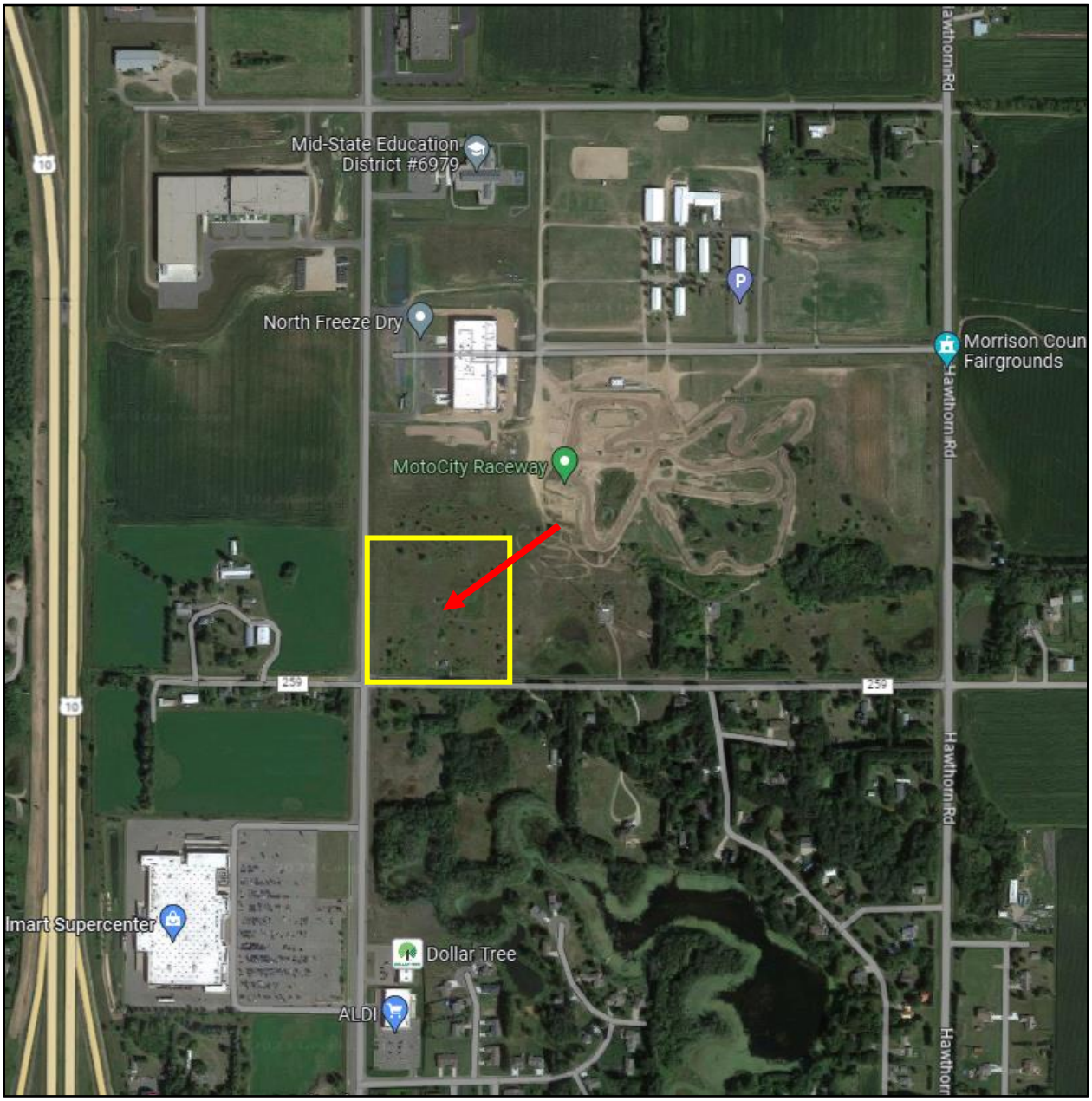
Property Data			
Address:	XXXX Highway 169, Grand Rapids		
PID/Legal Description:	88-453-0130, 88-453-0140		
Description:	Land parcel	**Zoning/Intended Use:**	Industrial
Physical Characteristics:	Wooded, Nominal low/wetland	**Utilities:**	Private
Site Size:	3.88 acres	**Improvements:**	None
Comments:	Industrial property located outside the city of Grand Rapids (mailing address is Grand Rapids). Property has general commercial and industrial potential; the property directly next door is an industrial related use. Private utility appeal only, no public sewer or water. Property is used due to proximity and fairly recent transaction.		

Sale Data			
Sale Price:	$65,000	**Price /Acre:**	**$16,753 per Acre**
Sale/Close Date:	August 3, 2022	**Sale Terms:**	Cash
Buyer:	Kyle Brekke	**Sale Conditions:**	Typical
Seller:	Evergreen Land Company	**Source/Verification:**	MLS / CREV 1449350
Comments:	The property is comprised of two parcels that were listed separately but sold together. Both parcels were listed in March 2018 and were on the market for around 1,590 days before selling for $65,000 total. The listing agent, Jackie Lawson 866-327-9889, confirmed details of the sale.		

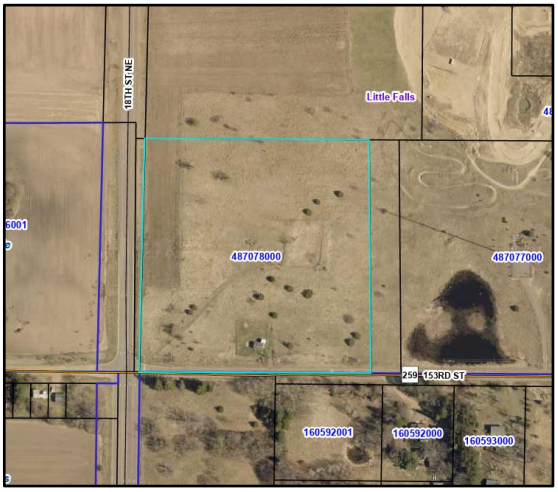
Sales Comparison Approach – Continued

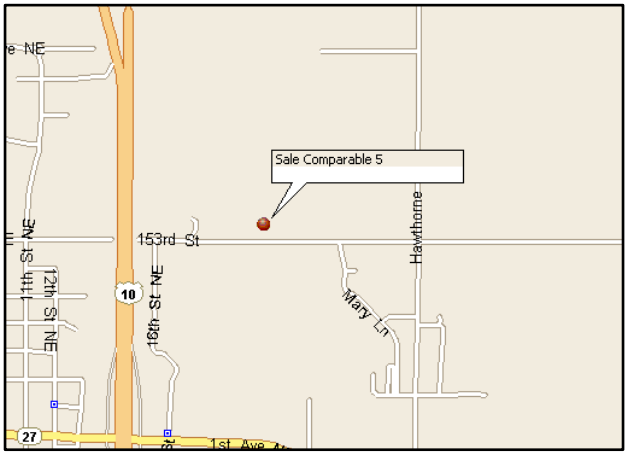
Land Sale 5 is surrounded by industrial, vacant land, residential, and commercial to the south (Walmart)

The sale is indicated by the red arrow below and approximate yellow outline.



Land Sale Comparable #5



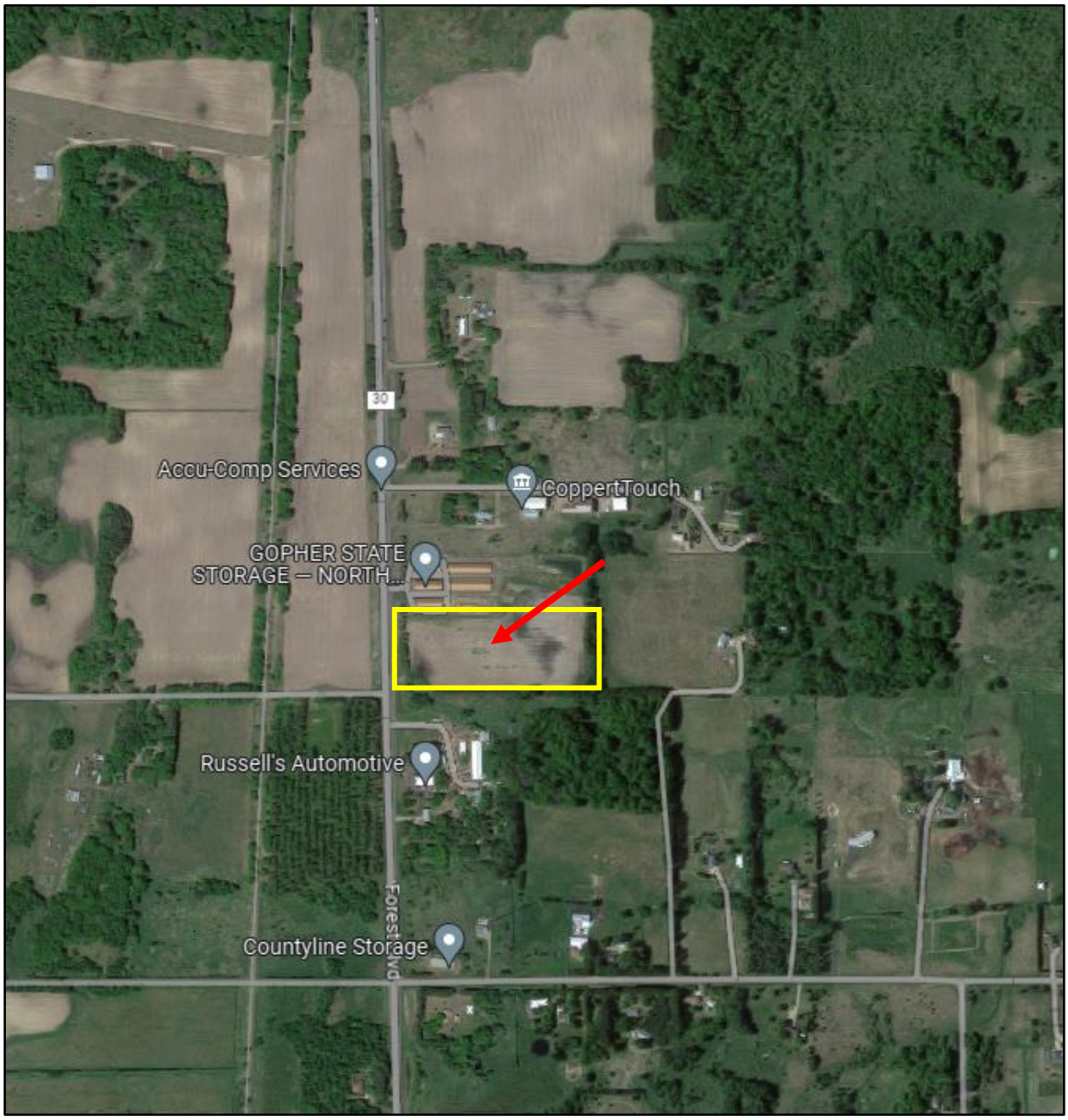


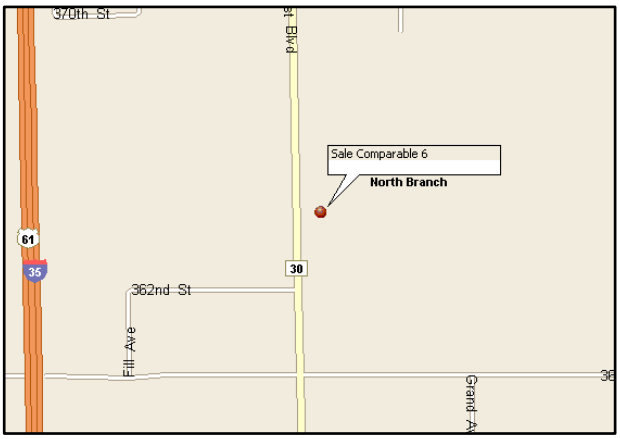
Property Data			
Address:	15616 - 153rd Street, Little Falls		
PID/Legal Description:	48-7078-000		
Description:	Land parcel	**Zoning/Intended Use:**	Industrial
Physical Characteristics:	Open space, nominal low/wetland	**Utilities:**	Public, In Street
Site Size:	9.47 acres	**Improvements:**	Small Shed
Comments:	Industrial property located in Little Falls. The property is fairly open, however, some rolling topography. Site size excludes the estimated right-of-way. Property was purchased and developed with an industrial building after transaction. Public utilities are available in the street (southwestern corner). Small shed located on the southern portion of the site, reportedly used for shed/storage.		

Sale Data			
Sale Price:	$90,000	**Price /Acre:**	**$9,504 per Acre**
Sale/Close Date:	October 17, 2022	**Sale Terms:**	New Mortgage
Buyer:	Jodi & Timothy Schneioder	**Sale Conditions:**	Typical
Seller:	Riverside Bible Church	**Source/Verification:**	MLS / CREV 1479983
Comments:	The property was listed on the open market. The original list price was $189,900 and was on the market for 234 days before closing for $90,000. The listing agent, Steven Hansen, 320-251-2200, confirmed details of the sale.		

Land Sale 6 is surrounded by residential, industrial, and agriculture properties.

The sale is indicated by the red arrow below and approximate yellow outline.



Land Sale Comparable #6	
	

Property Data			
Address:	XXXX Forest Boulevard North, North Branch		
PID/Legal Description:	11-00682-10		
Description:	Land parcel	**Zoning/Intended Use:**	Industrial
Physical Characteristics:	Open space, nominal low/wetland	**Utilities:**	Private
Site Size:	6.56 acres	**Improvements:**	None
Comments:	Vacant property located in North Branch, the property has more of a rural setting and is in the city with industrial zoning. The site size excludes the estimated right-of-way. Property is fairly level with open areas. Surrounding improved sites are predominately industrial in nature.		

Sale Data			
Sale Price:	$125,000	**Price /Acre:**	**$19,055 per Acre**
Sale/Close Date:	June 7, 2023	**Sale Terms:**	Cash
Buyer:	Heavy Iron Holdings, LLC	**Sale Conditions:**	Typical
Seller:	Maryann & Erik Wersen, Marvin Hansen	**Source/Verification:**	MLS / CREV 1545398
Comments:	The property is being used due to a recent transaction. The property was listed on the open market with an initial asking price of $125,000 and was on the market for ten days. The listing agent, Bob Muske 651-464-7070, confirmed details of the sale.		

Sales Comparison Approach -- continued

Listed below is the adjustment grid for the comparables listed on the previous pages. Comparable items of significant difference are rated either inferior, similar or superior to the subject.

Description	Subject	1	2	3	4	5	6
Address	XXXX 7th Avenue SE Grand Rapids	XXXX 7th Avenue SE Grand Rapids	XXXX Highway 2 Cohasset	35462 Beier Road Cohasset	XXXX Highway 169 Grand Rapids	15616 153rd Street Little Falls	XXXX Forest Boulevard North North Branch
Proximity	Subject	Adjacent	6.1 mi NW	5.6 mi NW	3.3 mi NE	94.4 mi SW	121 mi SE
Financing	Market	Cash	New Mortgage	New Mortgage	Cash	New Mortgage	Cash
Conditions	Typical	Typical	Typical	Typical	Typical	Typical	Typical
Market Conditions	--	Nov-19	Aug-22	Aug-20	Aug-22	Oct-22	Jun-23
Location	Average	Average	Good	Average / Good	Average	Average	Fair / Average
Zoning/Use	Industrial	Industrial	Commercial / Ind	Commercial / Ind	Industrial	Industrial	Industrial
Phys Char	Wooded, Nominal low/wetland	Wooded, Nominal low/wetland	Wooded, Open Space, Nominal low/wetland	Open, Wood, nominal low/wetland	Wooded, Nominal low/wetland	Open space, nominal low/wetland	Open space, nominal low/wetland
Development Appeal	Rolling Topography - Average	Rolling Topography - Average	Gradual sloping throughout - average/good	Level site - good	Level site - Good	Rolling Topography - Average	Level site - Good
Improvements	None	None	None	Small shed , Billboard	None	Small Shed	None
Size	--	--	--	600 SF	--	500 SF	--
Age	--	--	--	--	--	--	--
Condition	--	--	--	--	--	--	--
Utilities	Public, In street	Public, In street	Public, In street	Public, In street	Private	Public, In Street	Private
Sale Price	--	$129,900	$100,000	$90,000	$65,000	$90,000	$125,000
Site Size (ac)	12.17	13.39	5.42	4.70	3.88	9.47	6.56
Price per Acre - Site Size		**$9,701**	**$18,450**	**$19,149**	**$16,753**	**$9,504**	**$19,055**
Cond. Adj.	+/-						
Financing	Market						
Conditions	Typical						
Market Conditions	--	11.25%	3.00%	9.00%	3.00%	2.50%	0.50%
Net Cond. Adj.		**11.25%**	**3.00%**	**9.00%**	**3.00%**	**2.50%**	**0.50%**
Effective $/Acre - Site Size		**$10,793**	**$19,004**	**$20,872**	**$17,255**	**$9,741**	**$19,150**
Adjustments	+/-						
Location	Average	Similar =	Superior +2	Superior +1	Similar =	Similar =	Inferior -1
Zoning/Use	Industrial	Similar =	Superior +2	Superior +2	Similar =	Similar =	Similar =
Phys Char	Wooded, Nominal low/wetland	Similar =	Superior +1	Superior +2	Similar =	Superior +2	Superior +2
Development Appeal	Rolling Topography - Average	Similar =	Superior +1	Superior +2	Superior +2	Similar =	Superior +2
Improvements	None	Similar =	Similar =	7%	Similar =	6%	Similar =
Utilities	Public, In street	Similar =	Similar =	Similar =	Inferior -3	Similar =	Inferior -3
Site Size (ac)	12.17	Similar =	Smaller -2	Smaller -2	Smaller -3	Smaller -1	Smaller -2
Overall Rating		**Similar =**	**Superior +4**	**Superior +5**	**Inferior -4**	**Superior +1**	**Inferior -2**
Adjusted Price per Acre - Site Size		**Similar than $10,793**	**Less than $19,004**	**Less than $22,333**	**Greater than $17,255**	**Less than $10,325**	**Greater than $19,150**

The DNR "Uniform Appraisal Standards for Federal Land Acquisitions" resource, effective January 1, 2016, states the following:

> "The comparable sales should be adjusted through quantitative and/or qualitative analysis, depending on the market data available, to derive an indication of the market value of the subject Property. Quantitative adjustments should be made whenever adequate market data exist to support dollar or percentage amount adjustments. Qualitative adjustments (i.e., inferior, superior) can be made when market data is not sufficient to support reliable quantitative adjustments. Quantitative and qualitative adjustments are not mutually exclusive methodologies: because one factor of adjustment cannot be quantified by market data does not mean that all adjustments to a sale property must be qualitative. All factors that can be reliably quantified should be adjusted accordingly. When using quantitative adjustments, appraisers must recognize that not all factors are suitable for percentage adjustments. Percentage and dollar adjustment may, and often should, be combined. Each item of adjustment must be carefully analyzed to determine whether a percentage or dollar adjustment is appropriate. When both quantitative and qualitative adjustments are used, all quantitative adjustment should be made first."

The appraiser was able to reliably and credibly support adjustments for razing costs, improvement value, and market conditions. The remaining adjustments are based on a qualitative analysis, which is an approved methodology for the Uniform Appraisal Standards for Federal Land Acquisitions.

It should be noted that the positive and minus indications on the adjustment grid should not be summed, rather, each element has a different impact to a comparable property. The "Overall Rating" at the bottom of the grid reflects the appraiser's conclusion of that comparable property relative to the subject.

Elements of Comparison

Property Rights:
Refers to the ownership interest conveyed at the time of sale. Properties with leases or other encumbrances in place can sell for more or less than comparable properties that sell fee simple interest. The sale prices of the comparable properties were not impacted by existing lease terms (if any).

Financing:
The impact financing may have had on the sale price, favorable interest rate or term. All sales were cash or estimated to be near or at market rates.

Conditions of sale:
Reflects non-market conditions, which may or may not have impacted the sale price, such as differing motivations of buyer or seller (related parties, distressed or liquidation sale, listings, pending, occupancy, assemblage, etc.), impending eminent domain proceedings, influence due to tax ramifications, or lack of market exposure.

Market Conditions:
Data in the report addenda shows a 3% annual adjustment is supported. The adjustment is made to the sales accordingly.

Location:
Comparable 1 is rated to have average locational appeal, located along the same corridor as the subject.

Comparable 2 is rated to have good exposure and visibility with good access along Highway 2 (direct access).

Comparable 3 is rated to have average / good locational appeal due to Highway 2 visibility. The access is circuitous from the highway (not direct).

Comparable 4 is rated to have average locational appeal overall. Although property has some setback visibility along Highway 169, property has a more rural setting.

Comparable 5 rated to have average overall locational appeal. Adequate access and visibility from surrounding roads, located down the street from Walmart, similar to subject.

Comparable 6 rated to have slightly inferior locational appeal, although in North Branch, rural setting on low traffic corridor.

Zoning/Use:
Comparables 1, 4, 5, and 6 are all comparables with similar industrial zoning. Rated to be fairly competing, no adjustments warranted.

Comparable 2 and 3 have commercial zoning that allows for commercial and some light industrial / warehouse uses. Although the locations and surrounding uses are industrial in nature, rated to be superior.

Physical Characteristics:
Comparable 1 considered to be competing with similar wooded site appeal, limited to nil wetland.

Comparable 2 rated to be superior due to large open space and wooded area in the rear. Open space is considered more appealing, limited to nil wetland onsite.

Comparable 3 is effectively 100% open with limited wooded areas. Limited to nil wetland onsite.

Comparable 4 considered competing, site is effectively 100% wooded with limited to nil wetland onsite.

Comparable 5 is mostly open with limited wooded or wetland areas.

Comparable 6 is mostly open space with limited wooded or wetland areas.

Development Appeal: Considers the subject and comparable development appeal (topography, wetland placement, off-site infrastructure costs, etc.). The comparables are described below:

Comparable 1 has similar development appeal and potential as the subject site. The property has competing rolling topography throughout the site.

Comparable 2 has gradual sloping throughout the site, rated to be superior overall for development potential.

Comparable 3 has a fairly level site that allows for traditional development appeal and potential. Rated to be superior overall.

Comparable 4 has a fairly level site that allows for traditional development appeal and potential. Rated to be superior overall.

Comparable 5 has a rolling and sloping site, rated to be fairly competing overall with the subject.

Comparable 6 has a fairly level site that allows for traditional development appeal and potential. Rated to be superior overall.

Improvements:

Comparable 3 had a small shed on the subject site at time of closing which was eventually razed. Based on aerial GIS measure had about 600 SF a rate of $10 per SF is applied of $6,000. Concluding an adjustment of 7% rounded ($6,000 / $90,000). Costs are based on the market and Marshall & Swift Cost Manual. There was a billboard on the site, no reported income to the property owner. Appeal of billboard is considered to be offsetting.

Comparable 5 had a small shed on the subject site at time of closing. Based on aerial GIS measure had about 500 SF a rate of $10 per SF is applied of $5,000. Concluding an adjustment of 6% rounded ($5,000 / $90,000). Costs are based on the market and Marshall & Swift Cost Manual.

The remaining sales are similar to the subject, no building improvements noted.

Utilities:
Comparables 1, 2, 3, and 5 are considered competing with public utilities appeal.

Comparable 4 and 6 require private utilities for development, no public utilities in the immediate area.

Site Size: Typically, larger parcels of land sell for less per acre than smaller sites. Comparables 3, 4, 5, 6, and 7 are smaller than the subject and would indicate a downward adjustment. Comparable 1 consdiered to be competing in similar size. Comparable 2 is larger, which would indicate an upward adjustment.

Conclusion: The comparables used are rated to be the most indicative of data analyzed and bracket the subject value. Other sales reviewed were older, further and/or needed more adjustment. Adjustments are made on a qualitative basis. The comparables utilized in this analysis each have several similar characteristics in common with the subject. While none are totally identical to the subject, each represents a viable alternative to a prospective buyer of the subject property and, after adjustment, can be utilized as an indicator of market value for the subject property.

Sale Comparable Ranking:
Based on the qualitative adjustment grid on the previous page the comparable sales are ranked by the overall rating on the grid on the previous page, see discussion for additional details:

Sale 4	Sale 6	Sale 1	Sale 5	Sale 2	Sale 3
Inferior -4	Inferior -2	Similar =	Superior +1	Superior +4	Superior +5
$17,255 per acre	$19,150 per acre	$10,793 per acre	$10,325 per acre	$23,275 per acre	$22,333 per acre

The ranking of the comparables indicates the subject should land between Sale 6 and Sale 5 (inferior implies the subject is greater than, and superior the subject is less than).

Sale Comparable 4 is rated to be inferior due to private utility appeal and smaller site size. The comparable indicates the subject is **greater than $17,255 per acre.**

Sale Comparable 6 is also rated to be inferior due to a more rural setting and private utility appeal. Sale 6 indicates the subject is **greater than $19,150.** This comparable is given less weight due to location in North Branch (further away).

Sale Comparable 1 is rated to be fairly similar due to similar site size and location appeal. This comparable is given primary weight due to proximity, similar future land use plan, and proximity to the airport. Sale 1 indicates the subject is **similar to $10,793 per acre.**

Sale Comparable 5 is rated to be superior than the subject due to open space (not wooded). This comparable is given less weight due to further away location, however, indicates the subject is less than **$10,325 per acre.**

Sale Comparable 2 is rated to be superior than subject due to visibility, commercial potential, and more open space. This comparable, although in Cohasset, has fairly close proximity to the subject and indicates the subject is **less than $19,004 per acre.**

Sale Comparable 3 is rated to be superior due to visibility, commercial zoning (purchased for industrial / warehousing purposes / mini-storage), and level site. Sale 3 indicates the subject is **less than $22,333 per acre.**

Sales Comparison Approach – continued

As mentioned, primary weight is given to Comparable 1 which indicates the subject is fairly similar $10,793 per acre. Comparables 2 and 3 both have close proximity and indicate the subject is less than $19,004 and $22,333 per acre.

Below are two additional sales in the immediate area with extremely close proximity to the subject, airport, and similar zoning / future land uses.

There is a sale down the street from the subject of 15.75 acres that sold on August 22, 2019, with private utility appeal with public in the area. The sale price was $74,000 or **$4,698 per acre**. Sale was privately negotiated with a realtor. Details of sale could not be confirmed. This sale is not included on the grid, however, noted due to proximity. Appears to be somewhat of an outlier, however, brackets the lower end of the market.

The City of Grand Rapids Economic Development Authority purchased a 2.27 acre site adjacent to the subject on November 1, 2022 for $30,000 or about $**13,216 per acre**. The buyer was a government agency and owned the adjacent site, sale is noted due to proximity. Site has more rolling topography than the subject site.

Given the subject would likely range between $10,793 to $19,004, the sales noted above (especially the more recent sale in 11/2022) a rate in the mid-range is considered appropriate when looking at zoning, utility appeal, site characteristics, size, future land use plan, location, other comparables, etc. As such, a rate towards the lower end of the range is appropriate.

Value per Acre (blended)
$12,000

Acres	Value per Acre (blended)	Total
12.17	$12,000	$146,040
Sales Comparison Approach		**$146,000 rnd.**

RECONCILIATION

Indicated Value by Cost Approach	Not Applied
Indicated Value by Sales Comparison Approach	**$146,000**
Indicated Value by Income Approach	Not Applied

The **Cost Approach** to value was not considered relevant as the subject is vacant land.

The Direct **Sales Comparison Approach** to value analyzed recent sales of land as compared with the characteristics of the subject property. The sales were considered on a qualitative basis.

The **Income Approach** was not considered reliable as land like the subject is not typically leased and development costs are unknown at this time.

Conclusion: The Sales Comparison Approach was considered to be the most relevant and applicable approach to value. Therefore, the following value is concluded:

Final Value Opinion – Fee Simple	**$146,000**

EXPOSURE TIME / MARKETING TIME

Marketing Time Opinion: *12 months or less after the effective date of the appraisal.*

DEFINITIONS

Market Value per the Uniform Appraisal Standards for Federal Land Acquisitions (UASFLA):

> Market value is the amount in cash, or on terms reasonably equivalent to cash, for which in all probability the property would have sold on the effective date of value, after a reasonable exposure time on the open competitive market, from a willing and reasonably knowledgeable seller to a willing and reasonably knowledgeable buyer, with neither acting under any compulsion to buy or sell, giving due consideration to all available economic uses of the property.

The above definition requires a jurisdictional exception from USPAP regarding not providing exposure time in the appraisal. The federal definition of market value already presumes that the property was exposed on the open market for a reasonable length of time, given the character of the property and its market.

ENVIRONMENTAL & STRUCTURAL ISSUES

Regarding any adverse environmental and/or improvement structural conditions (such as, but not limited to, hazardous wastes, toxic substances, mold, construction defects or inadequacies, etc.) present in the improvements, on the site, or in the immediate vicinity of the subject property: **None are apparent**, however, appraiser is not an expert in this field. Value assumes no hazardous or structural conditions exist. Value assumes any abandoned wells will be properly sealed. If any of these conditions exist the appraised value could differ significantly.

EXTRAORDINARY ASSUMPTIONS & HYPOTHETICAL CONDITIONS

As stated by USPAP;

Extraordinary Assumption: An assumption, directly related to a specific assignment, which, if found to be false, could alter the appraiser's opinions of conclusions.

None

Hypothetical Condition: That which is contrary to what exists but is supposed for the purpose of analysis.

None

ASSUMPTIONS AND LIMITING CONDITIONS

1. The appraisers assume no responsibility for matters of a legal nature affecting the property appraised or the title thereto, nor do the appraisers render any opinion as to the title, which is assumed to be good and marketable. The property is appraised as though under responsible ownership and good management.

2. The furnished legal description is assumed to be correct.

3. Any sketch in the report may show approximate dimensions and is included to assist the reader in visualizing the property. The appraisers have made no survey of the property. It is assumed unless otherwise noted that no survey has been viewed and that all improvements are located within the legally described property.

4. The appraisers are not required to give testimony or appear in court because of having made the appraisal with reference to the property in question, unless arrangements have been previously made therefore.

5. The distribution of the total valuation in this report between land and improvements applies only under the reported highest and best use of the property. The allocations of value for land and improvements must not be used in conjunction with any other appraisal and are invalid if so used.

6. The appraisers assume that there are no hidden or unapparent conditions of the property, subsoil, or structures, which would render it more or less valuable. The appraisers assume no responsibility for such conditions, or for engineering, which might be required to discover such factors.

7. Unless otherwise stated in this report, the existence of hazardous materials, which may or may not be present on the property, was not observed by the appraiser. The appraiser has no knowledge of the existence of such materials on or in the property. The appraiser, however, is not qualified to detect such substances. The presence of substances such as asbestos, urea-formaldehyde foam insulation, radon gas, or other potentially hazardous materials may affect the value of the property. The value estimate is predicated on the assumption that there is no such material on or in the property that would cause a loss in value. No responsibility is assumed for any such conditions, or for any expertise or engineering knowledge required to discover them. The client is urged to retain an expert in this field, if desired.

8. Information, estimates, and opinions furnished to the appraisers, and contained in the report, were obtained from sources considered reliable and believed to be true and correct. However, the appraisers can assume no responsibility for accuracy of such items furnished the appraisers.

9. Disclosure of the contents of the appraisal report is governed by the Bylaws and Regulations of the professional appraisal organizations with which the appraisers are affiliated. No part of the contents of this report, or copy thereof (including conclusions as to the property value, the identity of the appraiser, professional designations, reference to any professional appraisal organizations, or the firm with which the appraiser is connected), shall be disseminated to the public through advertising, public relations, news, sales, or any other public means of communications without the prior written consent and approval of the appraisers.

Assumptions & Limiting Conditions – continued

10. The appraisers have no present or contemplated future interest in the property appraised; and neither the employment to make the appraisal, nor the compensation for it, is contingent upon the appraised value of the property. The appraisers have no personal interest or bias with respect to the parties involved.

11. The appraiser has personally inspected the subject site (unless noted otherwise). The comparable sales data has been viewed via aerial maps, photographs and/or online street views along with file pictures, when available, and viewing of comparables from the public right-of-way was also completed. To the best of the appraiser's knowledge and belief, all statements and information in this report are true and correct, and the appraisers have not knowingly withheld any significant information.

12. The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions, and is our personal, unbiased professional analyses, opinions, and conclusions. Our analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice. The appraisal is for the sole use of the named client.

13. The Americans with Disabilities Act ("ADA") became effective January 26, 1992. We have not made a specific compliance survey and analysis of the property to determine whether or not it is in conformity with the various detailed requirements of the ADA. It is possible that a compliance survey of the property, together with a detailed analysis of the requirements of the ADA, could reveal that the property is not in compliance with one or more of the requirements of the Act. If so, this fact could have a negative effect upon the value of the property. Since we have no direct evidence relating to this issue, we did not consider possible non-compliance with the requirements of ADA in estimating the value of the property.

14. No one provided significant professional assistance to the person(s) signing this report.

15. This appraisal assignment was not based on a requested minimum valuation or specific valuation or approval of a loan.

16. To the best of our knowledge and belief, the reported analysis, opinions, and conclusions were developed, and this report was prepared in conformity with the requirements of the Code of Professional Ethics and the Standards of Professional Appraisal Practice of the Appraisal Institute.

17. The appraised value opinion assumes all leases (if any) are current and paid in full as of the effective date of the appraisal.

18. Excel grids and tables may have slight deviations due to rounding, which may have a nominal impact on value.

19. The appraised value opinion assumes all formulas used in the Excel grids throughout the report are accurate.

20. Unless noted, value assumes no apparent adverse site, building or zoning issues or conditions.

21. Site and building sizes are based on public record, data services, client and/or appraiser measurement at the time of appraisal and are considered reliable, but not guaranteed. Actual sizes herein could vary if made by an engineer/surveyor/contractor.

22. Because market and property conditions may change rapidly, the appraised value set forth in this appraisal should not be relied on after thirty days from the date of the report.

23. If any of the above is found to be different, value could change.

CERTIFICATION

I certify that, to the best of my knowledge and belief:

1) The statements of fact contained in this report are true and correct.

2) The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions, and are my personal, impartial, and unbiased professional analysis, opinions, and conclusions.

3) I have no present or prospective interest in the property that is the subject of this report, and no personal interest with respect to the parties involved.

4) I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.

5) My engagement in this assignment was not contingent upon developing or reporting predetermined results.

6) My compensation for completing this assignment is not contingent upon the development or reporting of predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.

7) My analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice.

8) The reported analyses, opinions and conclusions were developed, and this report has been prepared in conformity with the requirements of the Appraisal Institute's Code of Professional Ethics and Standards of Professional Appraisal Practice, which includes the Uniform Standards of Appraisal Practice.

9) **Erin Waytas, MAI** made a personal inspection of the property that is the subject of this report. **William R. Waytas** did not inspect the property. Erin Waytas wrote and selected all the data in the report. William R. Waytas read the report, concurred with the findings, and then co-signed the report.

10) No one provided significant professional assistance to the person signing this report.

11) In accordance with the competency provision USPAP, I have verified that my knowledge, experience and education are sufficient to allow me to competently complete this appraisal. See attached qualifications.

12) As of the date of this report, William R. Waytas and Erin Waytas have completed the requirements of the continuing education program of the appraisal institute.

13) The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representative.

Certification -- Continued

14) We **have not** provided services as an appraiser, regarding the subject property within the 3-year period immediately preceding acceptance to this assignment.

15) The appraisal was developed and the appraisal report was prepared in conformity with the *Uniform Appraisal Standards for Federal Land Acquisitions*

16) The appraisal was developed and the appraisal report prepared in conformance with the Appraisal Standards Board's *Uniform Standards of Professional Appraisal Practice* and complies with USPAP's Jurisdictional Exception Rule when invoiced by Section 1.2.72 of the *Uniform Appraisal Standards for Federal Land Acquisitions;* and

17) The appraiser (**Erin Waytas, MAI)** has made a physical inspection of the property appraised and that the property owner, or [his][her] designated representative, was given the opportunity to accompany the appraiser on the property inspection.

Below is the concluded value of the subject property:

FINAL VALUE OPINION (as-is, effective August 26, 2023)	**$146,000**

Our company has 10 employees, has been in business since 1968 and has sufficient knowledge, education, experience, resources and/or contacts to competently complete this assignment. The accompanying report contains data secured from my personal investigation and from sources considered to be reliable; however, correctness is not guaranteed. To the best of my knowledge and belief, the statements contained in this report are true and correct. Neither my employment to make this appraisal, nor the compensation, is contingent upon the value reported. This report has been prepared in conformity with the code of professional ethics and standards of professional appraisal practice of the Appraisal Institute and appraisal standards set forth by Uniform Standards of Professional Appraisal Practice.

The report also conforms to the standards in Uniform Appraisal Standards for Federal Land Acquisitions ("Yellow Book") and the Federal Aviation Administration Order 5100.37B Standards – Land Acquisition and Relocation Assistance for Airport Projects.

Erin Waytas, MAI
Certified General MN 40368620
Date: see report

William R. Waytas, SRA
Certified General MN 4000813
Date: see report

QUALIFICATIONS

Appraisal Experience

Presently and since 2008, **Erin Waytas, MAI** has been employed as an employee of Nagell Appraisal Incorporated, an independent appraisal firm (10 employees) who annually prepares 1,500 +/- appraisal reports of all types. She is currently a full-time licensed certified general real estate appraiser and partner at the firm since 2020.

Properties Appraised

- **Commercial –** low and high-density multi-family, retail, office, office condos, storage units, mixed-use, industrial, restaurant, fast-food restaurant, strip-centers, gas stations (branded), convenience stores, auto- service and repair, greenhouse/landscaping properties, redevelopment land, resort, food production and distribution, churches, airplane hangars, bed & breakfasts, numerous special use properties, and subdivision analysis.
- **Residential –** single-family residences, residential with water frontage, hobby farms, townhouses, and land
- **Eminent Domain –** assisted with extensive partial and total acquisition appraisal services provided to numerous government agencies and private owners.
- **Special Assessment –**street improvement and utilities projects for both government and private owners
- **Clients –** served include banks, trust companies, corporations, governmental bodies, attorneys, and private individuals;
- **Area of Service –** most appraisal experience is in the greater Twin Cities Metro Area (typically an hour from downtown metro). Also, numerous assignments throughout Minnesota and Wisconsin.

Testimony

-- District Court, has been given
-- Arbiter

Professional Membership, Associations & Affiliations

License: Certified General, MN License #40368620
Holds the MAI designation from the Appraisal Institute
Appraisal Institute NorthStar Chapter Board of Directors 2021-2023

Education

-- Bemidji State University, Bemidji, MN
Mathematical Education, Statistics and Middle Emphasis
Summa Cum Laude Graduate

-- **General & Professional Practice Courses & Seminars**
-- Basic Appraisal Procedures
-- Basic Appraisal Principles
-- 2012-2013 15-Hour National Uniform Standards of Professional Appraisal Practice
-- The Sales Comparison Approach
-- General Appraiser Income Approach -- Part 1
-- General Appraiser Income Approach – Part 2
-- Advanced Income Capitalization
-- Real Estate Finance, Statistics, and Valuation Modeling
-- Quantitative Analysis
-- General Appraiser Report Writing and Case Studies
-- Advanced Market Analysis & Highest and Best Use
-- General Appraiser Market Analysis& Highest and Best Use
-- Advanced Concepts and Case Studies
-- General Appraiser Sales Comparison Approach
-- General Appraiser Site Valuation and Cost Approach

Appraisal Experience

Presently and since 1985, **William R. Waytas** has been employed as a full-time real estate appraiser. Currently a partner and President of Nagell Appraisal Incorporated, an independent appraisal firm (10 employees) who annually prepare 1,500 +/- appraisal reports of all types. Mr. Waytas was employed with Iver C. Johnson & Company, Ltd., Phoenix, AZ from 1985 to 1987.

Properties appraised:

- ***Commercial*** *- low and high-density multi-family, retail, office, industrial, restaurant, church, strip-mall, fast-food, convenience stores, auto-service and repair, hotel, hotel water park, bed & breakfast, cinema, marina, numerous special use properties, and subdivision analysis.*
- ***Residential*** *– single-family residences, hobby farms, lakeshore, condominiums, townhouses, REO and land.*
- ***Eminent Domain*** *– extensive partial and total acquisition appraisal services provided to numerous governmental agencies and private owners.*
- ***Special Assessment*** *– numerous street improvement and utilities projects for both governmental and private owners.*
- ***Review*** *– residential, commercial and land development.*
- ***Clients*** *- served include banks, savings and loan associations, trust companies, corporations, governmental bodies, relocation companies, attorneys, REO companies, accountants and private individuals.*
- ***Area of Service -*** *most appraisal experience is in the greater Twin Cities Metro Area (typically an hour from downtown metro). Numerous assignments throughout Minnesota.*

Professional Membership, Associations & Affiliations

License: Certified General Real Property Appraiser, MN License #4000813.
Appraisal Institute: SRA, Senior Residential Appraiser Designation,
General Associate Member
Employee Relocation Council: CRP Certified Relocation Professional Designation.
International Right-Of-Way Association: Member
HUD/FHA: On Lender Selection Roster and Review Appraiser
DNR: Approved appraiser for Department of Natural Resources

Testimony

-- Court, deposition, commission, arbitration & administrative testimony given.

Mediator

-- Court appointed in Wright County.

Committees

-- President of Metro/Minnesota Chapter, 2002, Appraisal Institute.
-- Chairman of Residential Admissions, Metro/MN Chapter, AI.
-- Chairman Residential Candidate Guidance, Metro/Minnesota Chapter, AI.
-- Elm Creek Watershed Commission, Medina representative 3 years.
-- Medina Park Commission, 3 years.

Education

-- Graduate of Bemidji State University, Minnesota. B.S. degree in Bus. Ad.
-- During college, summer employment in building trades (residential and commercial).
-- Graduate of Cecil Lawter Real Estate School. Past Arizona Real Estate License.

-- **General & Professional Practice Courses & Seminars**
-- Course 101-Introduction to Appraising Real Property.
-- Numerous Standards of Professional Practice Seminar.
-- Fair Lending Seminar.
-- Eminent Domain & Condemnation Appraising.
-- Eminent Domain (An In-Depth Analysis)
-- Property Tax Appeal
-- Eminent Domain
-- Business Practices and Ethics
-- Scope of Work
-- Construction Disturbances and Temporary Loss of Going Concern
-- Uniform Standards for Federal Land Acquisitions (Yellow Book Seminar)
-- Partial Interest Valuation Divided (conservation easements, historic preservation easements, life estates, subsurface rights, access easements, air rights, water rights, transferable development rights)

Commercial/Industrial/Subdivision Courses & Seminars

-- Capitalization Theory & Techniques
-- Highest & Best Use Seminar
-- General & Residential State Certification Review Seminar
-- Subdivision Analysis Seminar.
-- Narrative Report Writing Seminar (general)
-- Advanced Income Capitalization Seminar
-- Advanced Industrial Valuation
-- Appraisal of Local Retail Properties
-- Appraising Convenience Stores
-- Analyzing Distressed Real Estate
-- Evaluating Commercial Construction
-- Fundamentals of Separating Real Property, Personal Property and Intangible Business Assets

Residential Courses & Seminars

-- Course 102-Applied Residential Appraising
-- Narrative Report Writing Seminar (residential)
-- HUD Training session local office for FHA appraisals
-- Familiar with HUD Handbook 4150.1 REV-1 & other material from local FHA office.
-- Appraiser/Underwriter FHA Training
-- Residential Property Construction and Inspection
-- Numerous other continuing education seminars for state licensing & AI

Speaking Engagements

-- Bankers
-- Auditors
-- Assessors
-- Relocation (Panel Discussion)

Publications

-- Real Estate Appraisal Practice (book): Acknowledgement
-- Articles for Finance & Commerce and Minnesota Real Estate Journal

ADDENDA TO APPRAISAL REPORT

Market Conditions Adjustment:

The appraiser completed a search of MLS industrial land sales, 1+ acres in the State of Minnesota excluding the Metro Counties (Anoka, Carver, Dakota, Hennepin, Ramsey, Scott, Sherburne, Washington, Wright). The land sales reflect all parcels of land:

Average Price:

Year	2018	2019	2020	2021	2022
# of Sales	3	7	16	12	22
Average Price	$133,267	$167,414	$181,081	$211,975	$245,143
Average Acres	22.59	4.53	11.2	23.05	14.77
$/Acre	$5,899	$36,957	$16,168	$9,196	$16,597
% Change	--	526.45%	-56.25%	-43.12%	80.48%

Median Price:

Year	2018	2019	2020	2021	2022
# of Sales	3	7	16	12	22
Median Price	$79,900	$85,000	$83,200	$122,500	$180,000
Median Acres	61.32	2.5	3.12	2.78	3.39
$/Acre	$1,303	$34,000	$26,667	$44,065	$53,097
% Change	--	2509.36%	-21.57%	65.24%	20.50%

The median data is useful as it shows that many lots are smaller. As such, the aggregate price could be considered using the median data:

Year	2018	2019	2020	2021	2022
# of Sales	3	7	16	12	22
Median Price	$79,900	$85,000	$93,200	$122,500	$180,000
% Change	--	6.38%	9.65%	31.44%	46.94%

The most useful data is likely the aggregate median sale price. This data showed some variance in the data set. Large increase from 2021 to 2022, however, since 2020 there has been a trend upwards. The average rate is 23.60% per year. There is limited number of data which can skew data.

The appraiser also completed a search of land parcels of 1+ acres or across the state of Minnesota for the same time period. The results are shown on the following page.

Average Price:

Year	2018	2019	2020	2021	2022
# of Sales	10	21	14	24	35
Average Price	$531,770	$301,809	$357,857	$610,192	$350,407
Average Acres	16.6	6.84	10.48	20.15	11.85
$/Acre	$32,034	$44,124	$34,147	$30,282	$29,570
% Change	--	37.74%	-22.61%	-11.32%	-2.35%

The average annual increase is 0.36%.

Median Price:

Year	2018	2019	2020	2021	2022
# of Sales	10	21	14	24	35
Median Price	$219,450	$185,000	$139,700	$199,450	$180,000
Median Acres	3.25	2.5	3.86	4.43	5.22
$/Acre	$67,523	$74,000	$36,192	$45,023	$34,483
% Change	--	9.59%	-51.09%	24.40%	-23.41%

The average annual decrease of 10.13%

As this subset of data is more impacted by site size, a price per acre analysis is warranted.

The appraiser also considered a range of sales 1+ acres within the state of Minnesota, which is shown as follows:

Median Price:

Year	2018	2019	2020	2021	2022
# of Sales	10	21	14	24	35
Median Price	$219,450	$185,000	$139,700	$199,450	$180,000
% Change	--	-15.70%	-24.49%	42.77%	-9.75%

The average annual decrease is 1.79%.

Average Price:

Year	2018	2019	2020	2021	2022
# of Sales	10	21	14	24	35
Average Price	$531,770	$301,809	$357,857	$610,192	$350,407
% Change	--	-43.24%	18.57%	70.51%	-42.57%

The average annual increase is 0.82%.

The number of sales in each scenario noted above has a lot of variances due to the limited number of sale, below are some industrial sales of properties to conclude an adjustment with consideration to the charts noted above. Properties are larger than 1 acre.

35462 Beier Road, Cohasset (CREV # 631011 & 1166275)
August 2020 - $90,000
March 2017 - $80,000
Difference $10,000 or 12.5% increase (**3.66% annual increase**)

XXXX E Coney Street, Perham (CREV #1508593 & 527352, 524237)
January 2023 - $193,999
June/July 2016- $165,500
Difference $28,499 or 17.2% increase (**0.22% annual increase**)

XXXX 19th Avenue Southwest, Willmar (CREV #1427798 & 1511288)
June 2023 - $129,500
July 2022 - $100,000
Difference $29,500 or 29.5% increase (**27.2% annual increase**)

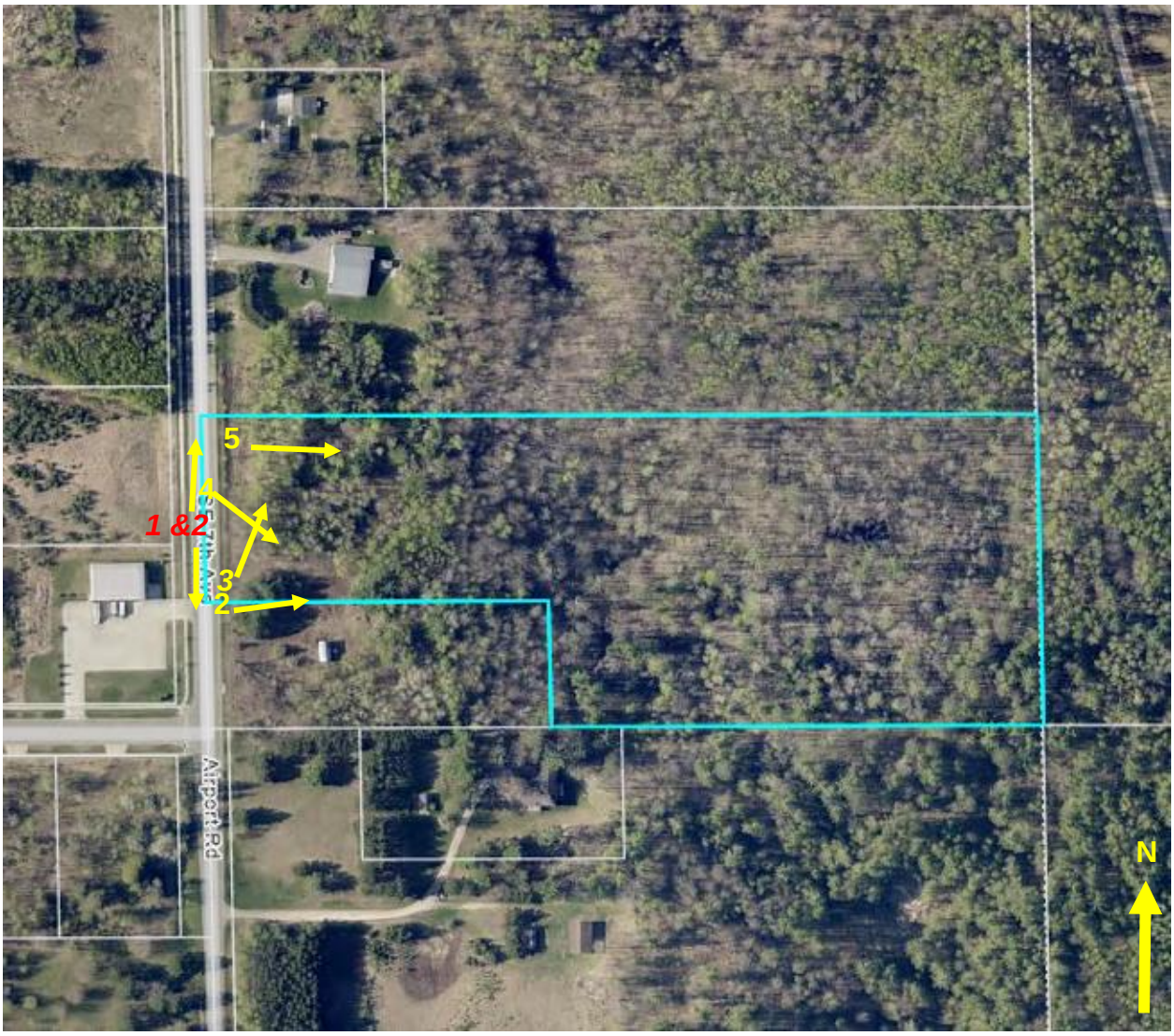
Market Conditions Conclusion:

The sales noted above have an average 10.36% annual increases. The sale in Willmar is in a large hub community, whereas the other two sales are more comparable to the subject's market, especially the Cohasset sale.

When looking at 1+ acres in Minnesota the average annual increase was 0.82% (average sale price) and the average annual increase was 1.79% (median sale price), which lines up with the sales of Cohasset and Perham properties.

When considering all available data and the subject site size, probable buyer, characteristics, etc., an appreciation rate of **3%** is concluded.

Location Map of Photos Taken on Subject Site:



The location of the number is the approximate location of the photo when taken, arrow shows the direction. Pictures 1 and 2 were taken in the street (noted red, the yellow numbers are the site pictures)

NAGELL APPRAISAL & CONSULTING

12805 Highway 55
Plymouth, MN 55441
Established in 1968

Phone: **952-544-8966**
Fax **952-544-8969**

Client: City of Grand Rapids
Attn: Rob Mattei, Dir. Of Community Dev.
420 N Pokegama Avenue
Grand Rapids, MN, 55744-2662

Dear Rob,

RE: **Engagement letter for appraisal services for land at 3XXX 7th Ave SE, Grand Rapids, MN (PID 91-033-4105)**

Per your request, below is an appraisal engagement letter with the following research and analysis.

Report Use: The report use is for selling purposes, from the City Owned Land for the airport to Grand Rapids Economic Development Authority (GREDA).

Intended Users: City of Grand Rapids and the FAA

Value Type: Current market value with one overall value for the appraisal of real estate per highest and best use per Uniform Standards of Professional Appraisal Practice and Uniform Standards for Federal Land Acquisitions (USFLA) and FAA order 5100.37B standards.

Property Description: Land 12.5 acres owned by the city.

Scope of Report: (1) View the property and neighborhood. (2) Report the physical and/or economic factors that could affect the property. (3) Appropriate research, collection, verification, analysis and viewing of pertinent market data will be conducted. (4) Report findings and conclusions. The appraiser will work with the reviewer regarding requested changes.

Report Format: An appraisal report standard narrative format. One report, *PDF copy provided.*

Fee/Timing City is responsible for payment upon receipt of appraisal.

Expert Witness: If needed, any additional meetings, testifying and preparation, report revisions/updates/upgrades are extra and billed at $175 per hour. **Ethan C. Waytas, MAI or Erin Waytas, MAI** to sign report and testify if needed.

Information needed by the appraiser: Appraised value assumes any FAA easement or likewise will be removed for the Grand Rapids Economic Development Authority (GREDA).

Our Company: Our has 10 employees and has been in business since 1968 and has sufficient knowledge, experience, education, contacts and resources to competently complete this assignment. Our services will be delivered in a manner that is independent, impartial, and objective. We do not warrant the outcome of this matter, and neither the amount nor payment of our fees is contingent on any result.

If you agree to the above terms, please sign below and return by email or mail. If you have any additional questions, please do not hesitate to contact me.

Sincerely,

William R. Waytas
Certified General MN 4000813

Signature

Date

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, July 23, 2024

REQUEST FOR BOARD ACTION: RBA-2024-307

DEPARTMENT: Sheriff
TIME REQUESTED: < 5 Minutes
PRESENTER: Joe Dasovich

AGENDA ITEM:
Memorandum of Understanding Between Cass County Sheriff's Office and Itasca County Sheriff's Office

BOARD ACTION REQUESTED:
Approve the Memorandum of Agreement between Cass County Sheriff's Office and Itasca County Sheriff's Office and authorize necessary signatures.

BACKGROUND:

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION:
1. 2024 Cass - Itasca Memorandum of Understanding
2. 2024 Cass - Itasca Memorandum of Understanding FULLY EXECUTED

07/16/2024

RESULT:	**RECOMMENDED FOR CONSENT NEXT: 07/23/2024 2:30 PM**

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Cory Smith
SECONDER:	Commissioner Burl Ives
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

MEMORANDUM OF UNDERSTANDING BETWEEN

Cass County Sheriff's Office

AND

Itasca County Sheriff's Office

THIS AGREEMENT MADE this____ day of July 2024 by and between Cass County Sheriff's Office, and Itasca County Sheriff's Office (hereinafter Facility), to provide physical facilities to support personnel who are providing EMERGENCY DISPATCH COMMUNICATIONS and or INTEGRATED PUBLIC ALERT and WARNING SYSTEM (IPAWS) Use of physical facilities or IPAWS would only come as a result of shut down of the Cass County Dispatch Center due to disaster, equipment failure or system testing.

A. DUTIES AND RESPONSIBILITIES

The Facility agrees to the following:

1. Provide facility located at:_____108 NE 5th Street Grand Rapids, MN 55744_____
(Street) (City) (State) (Zip Code)

2. Provide support to access appropriate and necessary telecommunications resources. Cass County will reimburse costs associated with the use

3. Provide access to facility/utility resources. Cass County will reimburse costs associated with use.

B. TERM.

This Contract shall be effective on the ____ day of July 2024 and shall terminate on the _____ day of July 2029.

C. OTHER CONSIDERATIONS

The parties agree to the following:

1. No modifications or changes will be made to the facility/property without the express written approval of the owner/operator.

2. Prior to occupancy, representatives of both parties will inspect the facility/property and will note any discrepancies on the inspection form, and/or this agreement.

3. Prior to vacating the facility, representatives of both parties will again inspect the facility/property to note any discrepancies on the release form.

D. NOTICE AND CORRESPONDENCE

All notices and correspondence, which may be necessary or proper for either party, shall be addressed as follows:

TO:

Cass County Sheriff's Office
Po Box 1119
Walker, MN 56484

Attention: Sheriff Bryan Welk

TO THE FACILITY:

Itasca County Sheriff's Office
108 NE 5th ST
Grand Rapids, MN 55744

Attention: Sheriff Joe Dasovich

E. INTERPRETATION

This agreement shall be interpreted according to the laws of the State of Minnesota, regardless of its place of execution. Any actions, suits, or claims that may arise pursuant to this agreement shall be brought in a court of competent jurisdiction in the State of Minnesota.

This document represents the entire Agreement between the parties. Any amendments shall be in writing and agreed upon by both parties.

IN WITNESS WHEREOF, the parties have caused this instrument to be executed as of the date and year first above written.

FOR: Cass County Commissioner Board Chair

Neal Gaalswyk _____

Date: 7-2-2024

FOR: Itasca County Commissioner Board Chair

John Johnson _____

Date: _____

MEMORANDUM OF UNDERSTANDING BETWEEN

Cass County Sheriff's Office

AND

Itasca County Sheriff's Office

THIS AGREEMENT MADE this 23rd day of July 2024 by and between Cass County Sheriff's Office, and Itasca County Sheriff's Office (hereinafter Facility), to provide physical facilities to support personnel who are providing EMERGENCY DISPATCH COMMUNICATIONS and or INTEGRATED PUBLIC ALERT and WARNING SYSTEM (IPAWS) Use of physical facilities or IPAWS would only come as a result of shut down of the Cass County Dispatch Center due to disaster, equipment failure or system testing.

A. DUTIES AND RESPONSIBILITIES

The Facility agrees to the following:

1. Provide facility located at: 108 NE 5th Street Grand Rapids, MN 55744
(Street) (City) (State) (Zip Code)

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3. Provide access to facility/utility resources. Cass County will reimburse costs associated with use.

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This Contract shall be effective on the 23rd day of July 2024 and shall terminate on the 23rd day of July 2029.

C. OTHER CONSIDERATIONS

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TO THE FACILITY:

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108 NE 5th ST
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Attention: Sheriff Joe Dasovich

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IN WITNESS WHEREOF, the parties have caused this instrument to be executed as of the date and year first above written.

FOR: Cass County Commissioner Board Chair

Neal Gaalswyk _____

Date: 7-2-2024

FOR: Itasca County Commissioner Board Chair

John Johnson _____

Date: 7/23/24

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, July 23, 2024

REQUEST FOR BOARD ACTION: RBA-2024-93

DEPARTMENT: Administrative Services
TIME REQUESTED: 10 Minutes
PRESENTER: Chair

AGENDA ITEM:
Citizen Input

BOARD ACTION REQUESTED:
Receive Citizen Input

BACKGROUND:
The Itasca County Board of Commissioners encourages citizen input. Each citizen will be allowed to address the County Board one time for up to three (3) minutes in length. Comments should be directed to the Board as a body. When addressing the Board, please state your name and address for the record. The Board will take all information under advisement. As part of County Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a County Board meeting. In addition, no political grandstanding, candidate endorsement, or other attempts to influence the outcome of an election shall be permitted. Any violation of the above statement shall result in the loss of your remaining time.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

RESULT:	**INFORMATIONAL - NO ACTION TAKEN**

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, July 23, 2024

REQUEST FOR BOARD ACTION: RBA-2024-3558

DEPARTMENT: Human Resources
TIME REQUESTED: < 5 Minutes
PRESENTER: Brett Skyles

AGENDA ITEM:
Recognition of County Employees

BOARD ACTION REQUESTED:
To recognize those employees who have either experienced a job change, given notice of leaving employment, received commendation, or to welcome any new employees.

Welcome to new employee, Kaleb Plate, Helpdesk Technician with the MIS Department, which was effective July 22, 2024.

Congratulations to Jill Day who transferred from Administrative Assistant in the Environmental Services Department to Human Resources Assistant in the HR Department, which was effective July 21, 2024.

Congratulations to Lisa Munger who transferred from Lead Eligibility Specialist to Eligibility Specialist in the HHS Department, which was effective July 21, 2024.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

RESULT:	**INFORMATIONAL - NO ACTION TAKEN**

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, July 23, 2024

REQUEST FOR BOARD ACTION: RBA-2024-121

DEPARTMENT: Auditor / Treasurer
TIME REQUESTED: < 5 Minutes
PRESENTER: Gail Guck

AGENDA ITEM:
Commissioner Warrants

BOARD ACTION REQUESTED:
Approve Commissioner Warrants with a check date of July 26, 2024, in the amount of $2,011,101.65.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Cory Smith
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, July 23, 2024

REQUEST FOR BOARD ACTION: RBA-2024-136

DEPARTMENT: Health & Human Services
TIME REQUESTED: < 5 Minutes
PRESENTER: Christine Krebs

AGENDA ITEM:
ICHHS Warrants

BOARD ACTION REQUESTED:
Approve the Itasca County Health and Human Services (ICHHS) Department Warrants for July 2024, in the amount of $1,524,516.97.

BACKGROUND:
N/A

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:
1. ICHHS Warrants - July 2024

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Burl Ives
SECONDER:	Commissioner Cory Smith
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

ITASCA COUNTY HEALTH AND HUMAN SERVICES

ITASCA RESOURCE CENTER

1209 SE 2nd Avenue, Grand Rapids, MN 55744

Hearing Impaired Number TDD: 218-327-5549

218-327-2941

Visit us at : www.co.itasca.mn.us

July 2024

Income Maint/Admin Payments	$	259,359.39
Social Services - Waivers	$	12,418.44
Social Services - Non-Waivers	$	429,323.70
Foster Care/Out of Home/FamilySupport	$	424,373.46
Relative Custody/Preventive Placement Costs/Incidentals	$	13,001.61
Public Health	$	23,094.72
Community Health Board	$	362,945.65
Total	$	1,524,516.97

Note : The above is a general description of payments made during the month indicated and is not intended to be a detailed itemization. The Community Health Board does not affect the Health & Human Services budget or levy.

July 2024
Out of Home Placement Breakdown

Foster Care/Out-of-Home/Family Support Comparison

	Actual 2024	Actual 2023	Actual 2022	Actual 2021 (COVID Yr)	Actual 2020
January	358,655.03	481,711.66	433,150.76	375,450.87	459,792.92
February	392,553.96	553,117.21	348,631.48	276,036.33	591,619.05
March	406,513.25	549,963.91	390,198.68	470,336.10	503,054.15
April	490,023.47	519,051.04	552,814.60	327,746.28	447,083.94
May	499,374.53	438,535.58	487,698.28	435,540.15	533,038.47
June	358,348.53	563,762.89	585,853.92	453,742.31	382,221.73
July	424,373.46	429,881.33	400,212.87	295,647.79	361,553.69
August		482,732.73	484,467.08	406,809.83	324,126.58
September		397,517.32	499,454.00	351,501.34	388,223.65
October		445,148.34	596,946.77	253,884.89	482,584.01
November		510,070.44	361,433.79	424,163.31	397,425.90
December		383,715.02	510,726.16	280,089.95	351,799.88
Total	2,929,842.23	5,755,207.47	5,651,588.39	4,350,949.15	5,222,523.97

Child Protection Statistics

	Maltreatment Reports	Opened for Assessment	% Opened	Children Placed	% Placed of Open
January	49	24	49%	8	33%
February	35	17	49%	11	65%
March	38	14	37%	0	0%
April	40	15	38%	10	67%
May	36	20	56%	11	55%
June	38	13	34%	6	46%
July	27	13	48%	7	54%
August			#DIV/0!		#DIV/0!
September			#DIV/0!		#DIV/0!
October			#DIV/0!		#DIV/0!
November			#DIV/0!		#DIV/0!
December			#DIV/0!		#DIV/0!
	263	116	44%	53	46%
			average		average
2023	510	275	56%	84	32%
2022	605	300	50%	96	33%
2021 (COVID Yr)	522	343	67%	95	28%
2020	573	326	56%	97	33%

July 2024

Out of Home Placement Payments by Vendor

		Rate		Invoices Paid
Northwestern MN Juvenile	-	$260-$372/day		$ 68,626
North Homes	-	$175 - $365/day		$ 67,938
The Bridge Residential Facility	-	$250/day		$ 64,906
Nexus	-	$525/day		$ 36,442
Anoka County Juvenile Center	-	$226 - $282/day		$ 17,211
Northstar	-	$128/day		$ 13,000
Northwood	-	$294-$331/day		$ 7,132
Prairie Lakes Youth Program	-	$209 - $239/day		$ 6,991
Lutheran Social Services	-	$148-$194/day		$ 6,122
Lighthouse	-	$128/day		$ 6,000
Little Sand Group Home	-	$366/day		$ 1,465
180 Degrees Inc	-			$ -
Arrowhead Juvenile Center	-	$250/day		$ -
Crow Wing Community Serv	-	$295/day		$ -
Dakota County Juvenile Serv	-	$325 - $340/day		$ -
Evergreen Shelter	-			$ -
Go Forward Group Home	-	$245/day		$ -
Heartland Girls Ranch	-	$249 - $316/day		$ -
Kidspeace Corp	-	$266/day		$ -
Kindred Family Focus	-			$ -
MCF - Redwing	-	$260/day		$ -
MN Dept of Corrections	-	$269/day		$ -
New Trails Group Home	-	$242/day		$ -
Pathfinders Children Treat	-	$106/day		$ -
Peace House	-	$115/day		$ -
Port Group Homes	-	$269/day		$ -
Serenity Christian Homes	-	$256.69/day		$ -
Snyders/Foundation for Life	-	$122/day		$ -
St Cloud Children's Home	-	$221/day		$ -
Village Ranch	-	$175 - $231/day		$ -
Volunteers of America	-			$ -
West Central Juvenile Center	-	$334/day		$ -
Woodland Hills	-	$152 - $331/day		$ -
Individuals*	-	$21 - $121/day		$ 128,541
Total				**$ 424,373**

*Individuals : Includes Foster Care & Family Support Programs

July 2024
North Homes & Northwestern Placement Breakdown

North Homes

	Assessment Evaluation	Shelter	Hawkins Home	Boys & Girls Programs	Cottage	Foster	Total
Jan	7,263.05	410.02	10,147.20	23,958.48	16,943.96	5,869.85	64,592.56
Feb	-	6,396.26	10,485.44	19,965.40	-	6,478.07	43,325.17
Mar	12,082.25	3,280.16	-	855.66	20,692.67	7,986.16	44,896.90
Apr	23,006.50	25,143.79	20,784.79	53,820.84	20,197.12	9,047.59	152,000.63
May	9,045.02	35,584.59	21,664.15	64,522.30	11,146.98	12,451.85	154,414.89
Jun	-	-	-	-	-	-	-
Jul	5,072.10	2,125.52	11,009.65	40,187.47	-	9,542.84	67,937.58
Aug							-
Sep							-
Oct							-
Nov							-
Dec							-
	56,468.92	72,940.34	74,091.23	203,310.15	68,980.73	51,376.36	527,167.73

Northwestern

		Residential	Non-Secure Detention	Secure Detention	Satellite Homes		Total
Jan		32,457.27	9,570.00	17,100.00	6,939.57		66,066.84
Feb		31,820.43	20,860.00	9,240.00	19,431.57		81,352.00
Mar		27,851.25	18,774.00	16,016.00	20,757.78		83,399.03
Apr		39,352.00	15,112.00	11,704.00	16,779.87		82,947.87
May		11,400.00	30,780.00	11,131.77	28,080.53		81,392.30
Jun		16,280.00	10,430.00	19,712.00	31,441.69		77,863.69
Jul		23,976.00	12,218.00	12,916.00	19,516.03		68,626.03
Aug							-
Sep							-
Oct							-
Nov							-
Dec							-
	-	183,136.95	117,744.00	97,819.77	142,947.04	-	541,647.76

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, July 23, 2024

REQUEST FOR BOARD ACTION: RBA-2024-146

DEPARTMENT: Health & Human Services
TIME REQUESTED: 5 Minutes
PRESENTER: Sarah Anderson

AGENDA ITEM:
IMCare Compliance Plan, Standards of Conduct and Policies and Procedures

BOARD ACTION REQUESTED:
Approve IMCare Compliance Plan, Standards of Conduct and Policies and Procedures.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:
1. 2024 IMCare Compliance Plan

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Burl Ives
SECONDER:	Commissioner Cory Smith
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, July 23, 2024

REQUEST FOR BOARD ACTION: RBA-2024-318

DEPARTMENT: Environmental Services **TIME REQUESTED:** 5 Minutes
PRESENTER: Katie Benes

AGENDA ITEM:
Schedule Public Hearing Re: Adoption of a Short-Term Rental Ordinance

BOARD ACTION REQUESTED:
Schedule a Public Hearing Re: Adoption of a Short-Term Rental Ordinance for the purpose of receiving public comment on revisions to the proposed Short-term Rental Ordinance and the adoption of the same.

BACKGROUND:
On April 2, 2024, the County Board held a public hearing to receive comments on a proposed short-term rental ordinance. Sufficient feedback was received to warrant alterations to the draft ordinance. Staff is requesting a second public hearing be held to review the proposed changes. Public notice of said hearing shall be published in the official newspaper(s) of the County at least 10 days prior to said hearing.

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION:
1. 2024.07.16 DRAFT Short Term Rentals MRA comments
2. 2024.07.16 Short Term Rental Application

Motion To: Schedule a Public Hearing Re: Adoption of a Short-Term Rental Ordinance for the purpose of receiving public comment on revisions to the proposed Short-Term Rental Ordinance and the adoption of the same to be held at the Wednesday, August 14, 2024 County Board Regular Session, which begins at 2:30 p.m.

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Casey Venema
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

Itasca County Short-Term Rental Ordinance - DRAFT LANGUAGE

Section 1 PURPOSE, SCOPE, & OBJECTIVES

1.1 Purpose

It is the purpose and intent of this ordinance to identify and regulate short-term rental units within Itasca County. To continue the allowed use of short-term rental units, but also to mitigate possible adverse impacts to the health, safety, welfare, and quality of life to surrounding properties, as well as water and environmental quality. Itasca County establishes this licensing program for the review and approval of short-term rental unit operations.

~~It is the intent of this ordinance that short-term rental units rented for 6 days or less at a time shall be licensed under the Minnesota Department of Health (MDH) and are exempt from County licensing requirements.~~

1.2 Scope

A. This ordinance is adopted pursuant to Minnesota Statute Sections 145A.05 and 375.51.

B. This ordinance adopts by reference the provisions of Minnesota Statutes, Chapters 145A, 157, 327 and Sections 375.51-375.55, 7080-7083, and Minnesota Rules 4625.0100 – 4635.2300 relating to lodging establishments, including all subsequent amendments thereto.

1.3 Objectives

To provide and enforce standards for the maintenance of short-term rental units and to provide local governance to promote the health, safety, and wellness of Itasca County citizens and users of short-term rental units.

Section 2 DEFINITIONS

2.1 Definitions

Unless specifically defined below, words or phrases used in this Ordinance shall be interpreted to give them the same meaning they have in common usage and to give this Ordinance its most reasonable application.

A. “Owner” means the property owner of record of the real estate located in Itasca County.

B. “Owner’s Authorized Agent” means a person who has written designation to act on behalf of the Owner and is available 24 hours a day, seven days a week, whenever the property is rented for short-term rental purposes.

C. “Parcel” means a unit of real property that has been given an identification number maintained by Itasca County.

DRAFT

D. "Short-term Rental Unit" means any home, cabin, condominium, or similar building that is advertised as, or held out to be, a place where sleeping quarters are furnished to the public on a nightly, weekly, or for less than a 30-day period, and is not a bed-and-breakfast, resort, hotel, or motel.

E. "SSTS" means "subsurface sewage treatment system" and is either an individual subsurface sewage treatment system as defined in subpart 41 of Rule 7080.1100 or a mid-sized subsurface sewage treatment as defined in subpart 4 of Rule 7081.0020, as applicable.

F. "Bedroom" as defined by Minnesota Rule 7080.1100, subpart 4.

Section 3 LICENSE REQUIRED

3.1 No short-term rental unit may be operated without a valid license issued pursuant to this Ordinance.

3.2 All existing short-term rental unit operations as of the enactment date of this Ordinance shall obtain a license from the County prior to January 1, ~~2025~~2026. New short-term rental unit operations as of the enactment date of this Ordinance shall obtain a license prior to commencing operations.

3.3 A separate short-term rental unit license is required for each unit on a parcel that operates as a short-term rental unit.

3.4 The short-term rental unit license is valid for three years from date of issuance.

3.5 The short-term rental license shall not be transferrable upon any change in ownership of the licensed property, or any other circumstances.

Section 4 GENERAL PROVISIONS

4.1 Severability. If any section, clause, provision, or portion of this ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby.

4.2 Jurisdiction. The provisions of this Ordinance apply to all areas within the boundaries of Itasca County.

4.3 A short-term rental unit shall meet the requirements of the Itasca County Zoning Ordinance and successor ordinances.

4.4 Short-term rental units shall be a permitted use within all zoning districts provided an

approved application meeting the following standards are met.

Section 5 LICENSE APPLICATION REQUIREMENTS

5.1 An application shall be submitted on the approved Environmental Services Department application form providing the following:

A. A current SSTS compliance inspection with design flows that are in accordance with the performance standards of the Itasca County Sanitation Ordinance and Minnesota Rules, Chapter 7080-7083.

~~i. Short-term rentals in operation as of the date of this ordinance, with existing septic systems that do not meet the above standard, may receive a temporary license providing a permit for SSTS upgrade has been obtained from Itasca County Environmental Services at the time of application. A temporary license shall be valid for a maximum of 14 months from the date of issuance. Applicants are not eligible for additional temporary licensure on the same property.~~

~~ii. Short-term rentals are not eligible for temporary licensure if SSTS is determined to be an imminent health threat.~~

B. A site plan including property line locations, dimensions of the property, structures to be licensed, parking areas, shoreland recreational areas, and SSTS.

C. Emergency contact information including but not limited to: police, fire, hospital, and septic pumper.

D. A water test from an accredited laboratory with test results in accordance with the Minnesota Department of Health Food and Lodging requirements.

E. A plan for garbage disposal.

F. Proof that the appropriate safety measures are in place (e.g., fire alarms, smoke detectors, carbon monoxide detectors, fire extinguishers) and in working order. These safety measures shall meet or exceed any applicable state standards.

G. Proof that the short-term rental unit has been registered with the applicable local, state, and other jurisdiction taxing authorities.

H. The name, mailing address, email address, and telephone number of the owner of the short-term rental unit for which the license is to be issued.

I. The name, address, telephone number, and email address of the Owner's Authorized Agent.

J. Physical address and parcel identification number

DRAFT

5.2.1 No application for initial or renewal license will be approved if there are past-due property taxes on the property described in the license application.

5.2.2 The Owner shall keep a report, detailing use of the home by recording the full name, address, and dates of stay for all guests using the property. Records must be retained for a period of one year. A report may be requested by the County at any time.

Section 6 APPLICATION PROCESS

6.1 Applications for short-term rental operations licenses may be completed on the Itasca County website. Once a complete application is received, along with supplemental information and payment of fee, Itasca County will issue or deny the license in accordance with the timelines established under Minnesota Statutes, Section 15.99 (60 days), during which time the County may contact the Owner or Owner's Authorized Agent for additional information. If the license is denied, a letter will accompany the denial explaining the reasons for the denial and the Owner or Owner's Authorized Agent may reapply once the conditions surrounding the application denial are corrected.

Section 7 PERFORMANCE STANDARDS

7.1 The following performance standards shall be adhered to:

A. The Owner shall provide adjacent property owners with the name, address, and phone number for the Owner's Authorized Agent.

B. The Owner of the short-term rental unit shall ensure that the noise standards of Minnesota Rules, Chapter 7030; or successor rules, are met.

C. No illegal fireworks.

E. On-site parking shall be contained within property boundaries.

F. The Owner shall disclose in writing the following information to renters:

1. The name, address, and phone number of the Owner's Authorized Agent. who is available 24 hours a day, seven days a week, whenever the property is rented for short-term rental purposes.

2. Emergency contact information prominently displayed including but not limited to police, fire, hospital, and septic pumper.

3. Property rules related to special features (e.g., property lines, safety concerns) of the property including but not limited to noise rules.

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4. Prominently displayed information relating to aquatic invasive species and territorial invasive species to prevent the introduction and spread. Print materials are available at the Minnesota Department of Natural Resources website.

5. A county license number~~, or MDH license number if not licensed by county,~~ shall accompany the advertising for each short-term rental unit. This shall include all print literature and all online marketing.

~~5.~~6. Permit holders must comply with all local, state, and federal laws and regulations.

G. Occupancy Standards:

1. The overnight occupancy of a short-term rental shall be limited to no more than two (2) persons per bedroom plus two (2) additional persons per principal building, or no more than the subsurface sewage treatment system is designed to handle. The maximum occupancy allowed by license shall be conspicuously displayed within the short-term rental unit.

~~2. Use of recreational vehicles (RVs), tents, accessory structures, fish houses, or other structures is prohibited. Use of said vehicles or structures for overnight or sleeping accommodations is prohibited.~~

~~3.~~2. Licensee shall not advertise the property as containing any more than the number of bedrooms and maximum occupancy on the license.

Section 8 ENFORCEMENT

8.1 Itasca County Environmental Services Department will investigate all alleged violations of this Ordinance. The County will notify the Owner or Owner's Authorized Agent and the reporter within a reasonable time. The Owner or Owner's Authorized Agent shall address substantiated violations as directed by the County. If compliance is not obtained within the period specified, or if repeat or multiple violations occur, then the license shall be subject to revocation as determined by the County.

8.2 The intentional false reporting of a violation of this ordinance shall be a violation of this ordinance. The penalty for intentional false reporting of a violation will be $250.00 for the first offense, $500.00 for the second offense, and $1,000.00 for the third or any subsequent offense.

8.3 Any license revoked under this section will not be re-instated for a period of not less than one year from the date of revocation. Short-term rental operations may resume only after a new license application is submitted to the County and approved.

8.4 The Owner or Owner's Authorized Agent shall, upon request of the Itasca County Environmental Service Department, permit access to the property and all permitted units at any reasonable time for the purpose of inspection upon the request of Itasca County.

Section 9 APPEALS

9.1 Administrative Appeal. Appeals from any order, requirement, decision, or determination made by Itasca County shall first be made in writing to the ~~County Administrator~~Planning Commission within 30 days of the determination.

9.2 Appeals from the ~~County Administrator~~Planning Commission's determination shall be brought in the District Court of Itasca County within 30 days of receipt of notice of the County Administrator's determination.

Section 10 FEES

10.1 Short-term rental unit license fees must be paid in full at the time of application. Fees are set according to a fee schedule that may be updated from time to time. Current fees can be found by visiting the Itasca County website.

10.2 Applicants who show proof of a valid short-term rental license from MDH will be subject to a reduced license fee. Fees are set according to a fee schedule that may be updated from time to time.

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Itasca County Environmental Services
123 NE 4th Street, Grand Rapids, MN 55744
(218) 327-2857 | www.co.itasca.mn.us

Short-Term Rental License Application

Thank you for complying with Itasca County's Short-Term Rental ordinance by registering your rental with us. This application is for a three-year license. License renewals shall be submitted by January 1, or prior to any rental activity. A separate application is required for each rental unit. The following materials must be submitted as part of the Short-Term Rental License Application:

- Completed application.
- Copy of a valid Certificate of SSTS Compliance.
- Copy of water test results from an accredited lab which meet the requirements of MDH's Health, Food & Lodging requirements.
- Site plan including property lines, property dimensions, structures to be licensed, parking areas, shoreland recreational areas, and SSTS.
- $450 Fee | $100 Fee for STR with valid MDH license (Fee covers a three year license)
-

Property Information

Physical Address: _____

City: _____ State: _____ Zip: _____

Parcel No.: _____

Property Owner Information

Owner Name: _____

DBA: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Owner's Authorized Agent Information

The Owner's Authorized Agent shall be available 24 hours a day, 7 days a week, whenever the property is being rented. The Owner or the Owner's Authorized Agent shall respond to any issue or complaint.

Authorized Agent's Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

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How many bedrooms are in this short-term rental unit? _____

What is the advertised occupancy of this short-term rental unit? _____

Have you notified adjacent property owners of the name, address, and phone number of the Owner's Authorized Agent? _____

Have you notified the local tax authority of the intended use? _____

Is this rental connected to a compliant septic system? _____

Does this rental unit have a holding tank? _____

If a holding tank, does the owner of this unit have an agreement with a licensed septic pumper? _____

Does this rental unit have working fire alarms, carbon monoxide detectors, and fire extinguishers that would meet or exceed any applicable state standards? _____

Do you have a plan for garbage disposal? _____

Does this rental unit have the following items prominently displayed for its renters?

Y N Emergency contact information, including police, fire, hospital, and septic pumper?
Y N Unit occupancy?
Y N Property rules, including but not limited to noise and parking standards?
Y N Information relating to aquatic invasive species and territorial invasive species?

I hereby certify that the above statements are true and correct to the best of my knowledge. Furthermore, I have read the local short-term rental ordinance and agree to comply with applicable local requirements.

Signature: _____ Date: _____

NOTE: Any pool or spa open to the public must be licensed by the MN Department of Health. The use of a pool or spa is not covered by a short-term rental license.

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ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, July 23, 2024

REQUEST FOR BOARD ACTION: RBA-2024-323

DEPARTMENT: Land Department
PRESENTER: Sara Thompson

TIME REQUESTED: < 5 Minutes

AGENDA ITEM:
SMART Off-Road Data Gathering Project

BOARD ACTION REQUESTED:
Approve submission of the Off-Road Data Gathering Project through the Strengthening Mobility and Revolutionizing Transportation (SMART) Grant through the US DOT and authorize necessary signatures.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:
1. Itasca County SMART Off-road Data Gathering Proposal

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Cory Smith
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

Overview/Project Description This project will use advanced data, technology and applications by leveraging off-road vehicles as mobile sensing systems while also evaluating needs for new electric off-road vehicle infrastructure needs around the parks, trails, and in the neighboring rural communities in Itasca County in Minnesota. The demonstration will leverage off-road vehicle (ORV) technologies such as electric and connected off-road vehicles, and apply those technologies to help understand how off-road vehicle sensing systems can provide rider safety benefits, trail assessment data, infrastructure monitoring, and analysis tools, all made available to the local and state governments for improved on/off road rider safety, trail planning and maintenance. The project will also evaluate options for infrastructure and clean energy solutions in the off-road environments. The project includes focused economic development activities and partnerships with local tourism, industry, and colleges for new technician curriculum and project related jobs; including upskilling and reskilling of the necessary project technicians in the neighboring rural communities.

Problem Understanding and Criticality

Off-road trails provide important tourism and economic development that is critical to our rural communities. Approximately *$3 million* has been invested in trail projects in Itasca County the last *five years*, and it's estimated that the trails in the county return in tourism *over $20 million annually* to the local economies surrounding the trails. At the national level, the industry yields $788 billion in economic output annually and supports 5.2 million jobs. There are a variety of important issues that are increasingly impacting parks, trails, and off-road land usage. These issues impact our rural communities and the economies that depend on the off-road trails. The top 4 issues include:

Rider safety: In 2023 in Minnesota, there were 312 total accidents involving riders, including 15 fatalities[15] and there were 498 off-highway vehicle (OHV) fatalities documented in 2023 in the nation[16]

Trail maintenance backlog: There is a significant backlog of trail monitoring and maintenance. This backlog negatively impacts every aspect of trails management, including invasive species management, wildfire fighting, and active management of the nation's public lands. Unmanaged outdoor recreation occurs when ORV's make their own trails or venture into closed areas. This can cause damage to the habitat and environment, and traditionally is a big challenge to enforce due to the terrain and vast nature of the trail systems.[12] Itasca County has invested over $375,000 in two main trails in the region, and the USDA's Forest Service hosts 30 million OHV's on their 186,000 miles of trails annually. The USDA website defines four major threats to the Nation's forests and grasslands: wildfires, invasive species, loss of open space, and unmanaged outdoor recreation.[7] $138 billion per year is spent by the United States for economic damages and associated control costs of invasive species.

Carbon emissions and infrastructure needs: It's estimated that approximately 11M tons of CO2 is released per year from recreational vehicles, but the necessary infrastructure is not yet understood and built to support a transition to fully electric off-road vehicles. Climate change has also led to unprecedented wildfires. Utilizing equipped vehicles as mobile carbon monoxide (CO) & smoke detectors for detecting early smoke from wildfires was never possible in the past due to the ever-present CO emissions of their internal combustion engines. Leveraging an EV platform eliminates this hurdle. Off-road EV's are a very nascent technology in the industry having just been released very recently so more data is needed to understand range and charging station needs.

Upskilling and job needs: With the new electrification and connectivity, off-road vehicle systems are becoming increasingly complicated for servicing and there is already a technician

shortage in the industry. This shortage is even more limited by the necessary technician training programs to support the new vehicle technologies and systems.

The SMART Off-Road Data Gathering project will seek to gather off-road data usage using the ORV's as mobile sensors and data gathering devices to address the top 4 issues for the local parks and trails. The project will also build engagement with the local rural communities for building new systems related jobs, upskilling programs, and ultimately supporting the current and future economic development for the region.

Proposed Technologies

The new off-road vehicles are already outfitted with the cellular V2X connected vehicle technologies allowing for real-time data from the vehicle. Prototype vehicles plus other volunteer rider vehicles will receive an integrated sensor suite that will include: infrared and video cameras, LiDAR, and microphone array; capable of collecting vehicular and environmental data as they traverse the trails and the transition road to trail intersections. These vehicles will utilize the onboard V2X connected vehicle technology plus the onboard GPS, time and location data and transmit this sensor data to a central data repository. This project will demonstrate that this data can be analyzed using state of the art AI and machine learning algorithms, and it will demonstrate that the data can be visualized with mapping visualization tools.

Electrifying powersports offers unique challenges for the recreation segment, especially for those riders who are looking to take their off-road vehicle on an all-day trail ride or travel longer distances. The charging infrastructure is a critical component of EV operations. In addition to assessing the viability of an electric off-road vehicle in trails usage, this project will also be able to collaborate with the Michigan Upper Peninsula and build off a current study of charging stations in the off-road to study the range and infrastructure options for Itasca County's recreational areas and surrounding communities[16] . Infrastructure technologies such as integrated, scalable charging solutions designed with solar production capability that can be grid-connected or operate completely off-grid will be prototyped and demonstrated.

If approved for Stage II funding, this data can provide riders and trail manager valuable user experience notifications and data use cases like: alerting for operations in closed or off trail areas; identifying unsafe rider locations and risk areas; hyper-local usage statistics for identifying high-use areas, underutilized areas, or opportunities for improvement; trail downed trees, storm damage or other maintenance needs; monitoring or detection of invasive species, disease, drought; location data for lost or disabled vehicles; realtime mapping integration.

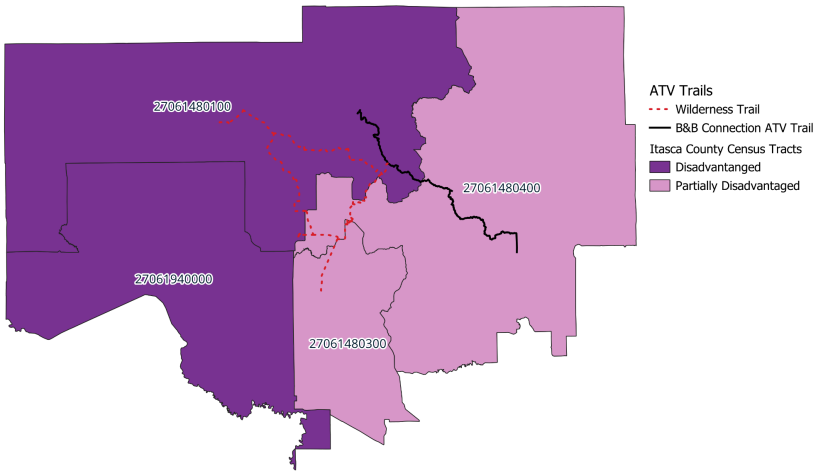
Alignment to SMART Goals & Objectives

Safety and reliability - The project will be gathering additional data toward understanding how to improve the safety of riders
Resiliency - The project will be gathering additional data toward understanding how to adapt off-road vehicles and trails systems to low/no carbon emissions including electric vehicle and chargers
Equity and access - The project will be connecting access for underserved and disadvantaged rural communities in Itasca County for economic development and the creation of new higher paying jobs
Climate - The project will include understanding infrastructure needs toward electrifying off-road vehicles specifically designed to decrease greenhouse gas emissions

Partnerships - The project will be focusing on the economic development of the region and building off the existing partnerships related to trails and tourism while building out the necessary new partnerships in industry and academia

Project Location The rural project location will include the Itasca County area in Northeastern Minnesota. If approved, the initial Stage I data gathering program will occur in the City of Bigfork and pilot testing will occur through the adjoining trail systems of the B&B Connection ATV Trail and the Wilderness Trail. This 94-mile system of trails provides an excellent pilot site. The ATV route offers a variety of environmental examples and county road to trail transitions and connections. The B&B Connection Trail is 33 miles (designated for OHM, Class 1/2 ATV) and the Wilderness Trail is a 61 mile loop (also going into the Chippewa National Forest). The local ATV Clubs currently do the maintenance and develop the trails through other limited grant programs. The County does the trail monitoring, trail design and monitoring. The ATV ordinance in Itasca County allows riders on all County roads (except County Road 75 where there is also access into a State Park). The two trails that will be used in the pilot and connect to Bigfork also connect to other trail systems in the State which ultimately continue to International Falls (near Canada) and Balsam Township allowing future pilot phases to include data gathering from Canada to Duluth (the west side of Lake Superior). All of the area surrounding the proposed trails is either disadvantaged or partially disadvantaged (see map below). Census tracts include:27061480300, 27061480400, 27061940000, 27061480100

Community Impact Itasca County and the areas of Bigfork, the trails and pilot site includes multiple census tracts which demonstrate varying types and classifications of Historically Disadvantaged Communities. People living in Census Tract 27061940000 are in tribal land and are significantly disadvantaged. Most notable is the census tract's remarkably high rank, in the 98th percentile, for the average relative cost and time spent on transportation. Many residents of this census tract are low-income and experience considerable financial strain and time burden when commuting and accessing essential services, impacting economic opportunities and overall quality of life. Census Tract 27061480100 also faces multiple disadvantages across various climate and environmental justice metrics.



The population in this census tract is low-income and a small portion is living on tribal land. The community grapples with multiple climate, energy, health and housing risks. Meanwhile, Census Tracts 27061480300 and 27061480400 also contend with some climate risks, albeit to a lesser extent. These disparities highlight the need for Off Road data gathering to support the communities in the Bigfork pilot zone. In addition to providing positive impacts within Bigfork, the regional economic development and workforce development will have a local, regional, and statewide impact especially as it relates to equity, economic recovery, jobs, and community health. The B&B and Wilderness trails also pass through 10 communities, multiple land owners (including tribal), and the U.S. Forestry Service.

Technical Merit Overview

As noted previously, the four high level problems to be solved include:
Rider safety: In 2023 in Minnesota, there were 312 total accidents involving riders, including 15 fatalities[15] and there were 498 off-highway vehicle (OHV) fatalities documented last year in the nation[16]
Trail maintenance backlog: This backlog negatively impacts every aspect of trails management, including rider safety, invasive species management, wildfire fighting, and active management of the nation's public lands.
Carbon Emissions and infrastructure needs: It's estimated that approximately 11M tons of CO2 is released per year from recreational vehicles, but the necessary infrastructure is not yet understood and built to support a transition to fully electric off-road vehicles
Upskilling and job needs: With the new electrification and connectivity, off-road vehicle systems are becoming increasingly complicated for servicing and there is already a technician shortage in the industry. This shortage is even more limited by the necessary technician training programs to support new vehicle technologies and systems.

Appropriateness of Proposed Solutions and Expected Benefits
Proposed Solutions includes the following:
1. Utilizing the off-road vehicles as mobile sensor suites
2. Utilizing fully electric off-road vehicles and associated chargers for range data gathering
3. Setting up new partnerships to support jobs and economic development

Specific potential problems to be solved	**Proposed Solutions**	**Technologies**	**Benefits**
Off-trail driving is unsafe for the riders and destroys habitat and ecosystem	Utilizing off-road vehicles as mobile sensor suites	On vehicle cellular Connectivity+GPS+Geo fencing	Alert if riding off trail or out-of-bounds. Geofencing technology accurately and immediately notifies drivers if they wander off the trail. This technology could also aid park rangers and law enforcement in logging, locating and apprehending offenders and has an incredible potential to reduce associated damages
Invasive species both plant and animal,[11] or even traces of animals (scat, nests/beds) destroy natural habitats	Utilizing off-road vehicles as mobile sensor suites	AI Image recognition models + Vision sensors, IR sensors, microphones and LiDAR sensors	Detects and monitors spread of invasive plants and animals or other trail maintenance concerns

Wildfires wreak havoc on forests, parks and grasslands	Utilizing off-road vehicles as mobile sensor suites	On vehicle cellular Connectivity +CO/ Smoke Detection	Enables early detection of potential wildfires.
Trail management burden	Utilizing off-road vehicles as mobile sensor suites	On vehicle cellular Connectivity+Image Detection+GPS	Provides geolocation of trail maintenance needs through app based reporting
Hyperlocal trail utilization statistics and heuristics	Utilizing off-road vehicles as mobile sensor suites	On vehicle cellular Connectivity+GPS	Enables data driven decision making for trail needs/mgmt
Air Quality	Utilizing off-road vehicles as mobile sensor suites	Particulate Sensor	Enables better understanding of health of environment
Disabled Vehicle	Utilizing off-road vehicles as mobile sensor suites	On vehicle cellular Connectivity + GPS	Enables on-star like service
Range understanding for electric ORV	Utilizing fully electric off-road vehicles and associated level 2 chargers for range data gathering	Connected and Electric Off-road vehicle + Level 2 chargers	Builds understanding of range and charging needs when riding
Off-road charging	Utilizing fully electric off-road vehicles and associated level 2 chargers for range data gathering	Off-road level 2 chargers with solar panel installed	Builds prototype design for potential off-road chargers. Mobile EV charging is nascent and this pilot will provide a valuable testbed to evaluate the needs.
Technician shortages and upskilling needs	Setting up new partnerships with local colleges	Implementation of a new Technician experience program for training local technicians	New program creation for current and future training of technicians plus upskilling of current technicians
Areas of Persistent Poverty, and low income or low employment in region	Setting up new partnerships with industry (dealerships and manufacturers) for new job and upskilling	N/A	4-5 new jobs created through Stage 1

Sources:

1. https://cdn2.assets-servd.host/material-civet/production/images/documents/Congressional-Voices-Call-for-RTP-Increase-in-Reconciliation.pdf
2. https://www.fhwa.dot.gov/environment/recreational_trails/overview/report/2021/
3. https://www.cleanenergyresourceteams.org/evs-range-minnesota-discovery-center-chisholm-installs-electric-vehicle-charging-station
4. https://www.americantrails.org/resources/identification-of-effective-programs-to-improve-access-to-and-use-of-trails-among-youth-from-under-resourced-communities
5. https://www.sierraclub.org/sierra/ask-mr-green/what-environmental-impact-motorized-recreation
6. https://www.whitehouse.gov/briefing-room/speeches-remarks/2022/11/11/remarks-by-president-biden-at-the-27th-conference-of-the-parties-to-the-framework-convention-on-climate-change-cop27-sharm-el-sheikh-egypt/?utm_source=link
7. https://www.fs.usda.gov/projects-policies/four-threats/#:~:text=Healthy%20forests%20make%20for%20a,and%20(d)%20unmanaged%20recreation.
8. https://www.sciencedaily.com/releases/2019/12/191203082925.htm
9. https://www.rockymountainclimate.org/website%20pictures/National-Parks-In-Peril-final.pdf
10. http://www.fhwa.dot.gov/environment/recreational_trails/funding/apportionments_obligations/
11. https://agile-giss.copernicus.org/articles/3/10/2022/agile-giss-3-10-2022.pdf
12. https://www.nps.gov/aboutus/upload/Driving-Off-Road-in-National-Parks.pdf
13. https://www.polaris.com/en-us/news/community/polaris-introduces-service-technician-education-program-step/
14. https://files.dnr.state.mn.us/enforcement/incident_reports/2023-atv-ohm-summary-fatal-accidents.pdf?v=2024.03.21-11.23.08
15. https://www.polaris.com/en-us/news/company/polaris-creates-first-of-its-kind-electric-off-road-vehicle-charging-network-partners-in-michigan/

Project Readiness Overview The Offroad data gathering project stage I planning will be conducted in 18 months through five (5) Task Orders of the following Work Plan:

Task 1: Project Management & Project Administration: The Recipient shall develop and maintain the Project Management Plan (PMP). The Recipient shall manage and implement the project in accordance with the PMP and the SMART program reporting requirements. The recipient will perform project management activities to include project planning and control, subcontractor control, financial management, data management, management of supplies and/or equipment, risk management, and reporting as required to successfully achieve the objectives.

Task 1.1- Kick-Off Meeting The Recipient will participate in a project kickoff meeting with the SMART team within 30 days of project initiation.

Task 1.2 - Quarterly Progress Reporting The Recipient will provide quarterly progress reporting and Federal Financial Reports (SF-425) to monitor the project progress and ensure accountability and transparency in the SMART grant program. The Quarterly Progress Reporting will follow the provided reporting form to summarize status updates including activities accomplished during that quarter, financial and schedule reporting, anticipated activities for the next quarter, and a description of project challenges and lessons learned.

Task 1.3 - Evaluation and Data Management Plan No later than three months after receiving the grant, the Recipient will provide the Evaluation & Data Management Plan which provides an overview of how the project will be evaluated and how the data being collected will be managed and stored. The plan will describe the anticipated impact areas (i.e., goals) of the project if implemented at scale and the methods that will be used to estimate the anticipated benefits and costs associated with implementation.

Task 2: Strategic Partnership Set-up, Partner Coordination, Engagement This task includes developing plans for generating awareness, input, support, and new partnerships, and executing those partnership plans in collaboration with the local, state, and regional stakeholders. All engagement will follow a community centered approach that includes meaningful, continuous, accessible engagement with a diverse group of public and private stakeholders; with a focus on providing access to persons with disabilities and limited English proficient individuals.

Task 2.1 - General Stakeholder Introductions and Ecosystem Mapping The Recipient and project team members will facilitate stakeholder and potential partner introductions. Ecosystem maps in the geographies of interest will be built and updated quarterly over the course of the project to better understand the stakeholders and future partner expansion opportunities.

Task 2.2 - Ecosystem Engagement & Outreach The Recipient will build the Engagement Plan including the event plan and schedule and execute outreach meetings and activities. The initial outreach will include the local local dealerships and riding clubs as well as promoting the project through destination marketing organizations for new economic development opportunities.

Task 3: Small Scale Pilot, Tech Integrations, Use Case Prioritization This task includes setting up a small scale prototype demonstration in Bigfork, Minnesota, and includes tech integrations, rapid prototyping and use case prioritization to allow for quick learnings

Task 3.1 Site Set-up The Recipient will set-up a vehicle storage location in Bigfork, Minnesota as well as acquiring applicable permits and licensing. The site considerations will include size, duration of project, location/access to trails, proximity to the charging station, etc. No special permits are anticipated however an assessment will be completed in this task.

Task 3.2 Vehicle and Infrastructure Acquisition and Set-up Within 6 months of NTP, the Recipient will acquire the two test vehicles, sensors, charger(s) and other measurement equipment, systems, and software related to testing and prototyping of the solutions presented.

Task 3.3 Pilot Testing The Recipient will execute at least 6 months of on-trail testing including rapid prototyping/adjustments throughout the pilot testing stage.

Task 3.4 Use Case Prioritization The Recipient will evaluate the 9 months of on-trail testing versus the use case and the engagement activities in Task 2, to prioritize and determine the most impactful use cases and solutions to build in Stage II.

Task 4: Workforce Development This task includes building workforce development curriculum and training partnerships with the local dealerships and schools.

Task 4.1 Technician Training Plan Within 6-12 months of the Notice to proceed, the Recipient will build the curriculum and roll-out plan for local dealership participation.

Task 4.2 Technician Recruitment The Recipient will recruit new technicians to support the delivery of the project, including working with local dealerships and existing technicians to help upskill and reskill with the new technologies.

Task 4.3 Technician Training The Recipient will train two (2) technicians in the new technology systems for support in prototyping and maintaining the vehicle sensor systems. The recipient will work with the local power company to train two (2) technicians in the off-road charging prototype.

Task 5: Stage II Planning This task includes Stage I Evaluation and Stage II Planning

Task 5.1 Stage I Evaluation & Data Management The Recipient will update the evaluation and data management plan to include robust performance metrics and targets for the at-scale implementation, a detailed description of the evaluation methods that will be used to measure the anticipated impacts, and an overview of data sharing opportunities. The updated plan will also provide more detailed information on the types of data being collected and how that data will be managed and stored (e.g., cybersecurity practices, how privacy is protected, the entities that have access to the data).

Task 5.2 Stage I Assessment During the Stage I, it's anticipated that the Recipient will uncover previously unknown institutional barriers or technical limitations. The Recipient will describe the requirements for successful implementation and assess the feasibility of an at-scale implementation.

Task 5.3 Stage II Implementation Report The Recipient will submit an implementation report that assesses the anticipated costs and benefits of the project and demonstrates the feasibility of at-scale implementation. A draft report will be submitted no later than one year after receiving the grant, and the final report shall be submitted by the end of the period of performance.

Community Engagement & Partnerships The project generated quick engagement and buy-in given the strong local interest and previous trail investments. Project partners include:

- Arrowhead Regional Development Commission (ARDC)
- Communities & Economic Development Associates (CEDA)
- Off-road manufacturers: Polaris and Arctic Cat
- The PLUM Catalyst
- Minnesota Transportation Center of Excellence and Minnesota North College
- Minnesota Power and North Itasca Electric
- Itasca County Trails Task Force
- ATV Wilderness Wheelers Club
- Destination Marketing Organizations: Visit Grand Rapids & Edge of the Wilderness Lodging Association

It is anticipated that strong engagement and new partnerships will continue throughout the course of the project including: local dealerships, other cities and tribal land owners, Middle/High Schools, U.S. Forestry/Dept of Natural Resources

Project Leadership & Qualifications The Offroad Data Gathering Project demonstrates strong relevant and necessary technical expertise of the project team by bringing together leading advanced technology and experts from the private sector with engagement specialists from Minnesota and Itasca County. The key personnel have managed numerous multi-stakeholder complex projects as shown in the attached abbreviated resumes (Appendix I).

Appendix I - Resumes

Sara Thompson
Project Manager & Contract Administrator
Itasca County Land Department, Forest Recreation Specialist. Sara Thompson has been with Itasca County for 13 years. Throughout Sara's career she has a wide variety of experience in outdoor recreation including project management, trail design, grant writing, environmental permitting, contract and plan writing, along with collaborating with multiple agencies and organizations to get projects completed. Over the course of 13 years, Sara has successfully developed and managed 9 Grant-in-Aid ATV/OHM trails, the S. Lake Multi-Use Corridor Trail, collaborated with local partners to help complete the Tioga Mountain Bike Trails and the North Country hiking trail, managed three snowmobile trail bridge replacement projects, multiple snowmobile trail reroutes, and collaborated with the St. Louis Lake Regional Rail Authority for continued maintenance and rehabilitation of the Mesabi Bike trail. Sara graduated from the University of Minnesota, Crookston in 2006 with a degree in Natural Resources Management with a Park and Recreation Management emphasis.

Tammy Meehan Russell
Deputy Project Manager & Planner
President & Chief Catalyst, The PLUM Catalyst
Tammy is an excellent communicator, program leader and mentor for implementing innovative solutions, bringing out-of- the box thinking while facilitating public/private partnerships with emerging technology companies. Tammy brings extensive knowledge of: strategic planning, agile, and innovation processes, ITS and future mobility technologies, community engagement, policy, research, and partnerships/ecosystems. Tammy founded The PLUM Catalyst in 2019 with the mission of bringing together innovative teams to support quality of life improvements through transportation technology innovations. Tammy has passions for rural, workforce development, and engagement. She has led numerous successful large-scale complex planning efforts and pilot programs such as Minnesota's Autonomous Rural Transit Initiative (goMARTI) and Connected and Automated Vehicle corridor pilot programs in Michigan, California, Texas. Tammy holds a Bachelor's Degree from the University of Minnesota and an MBA from University of St Thomas.

Sarah Carling
Task 2: Lead Strategic Partnerships, Partner Coordination, Engagement
Community and Economic Development Associates (CEDA)
Sarah Carling joined CEDA in April 2019. Sarah has a diverse work history (summer camps, parks and recreation, warehouse management, HR, and technical writing) all of which allow her to understand and communicate with diverse industries, management levels and city officials. Sarah graduated from MSU-Mankato in 2007 with a degree in Recreation, Parks & Leisure Services with an emphasis in Leisure Planning and Management. Her main passions are centered around community based support, through removing obstacles and creating an environment that is attractive to all who live, work and visit the community. Sarah is thrilled to be able to support rural communities through her position with CEDA.

Appendix I - Resumes

Tim Johnson
Task 2: Support Strategic Partnership Set-up, Partner Coordination, Engagement
Executive Director, Edge of the Wilderness Lodging Association
Tim Johnson serves in numerous roles and has worked extensively in community development, outdoor recreation, advertising & public relations, grant writing, communications, general management and administration, facility management, project management. and tourism for over twenty years. Tim has been recognized for his community development work and leadership through various awards. Tim graduated from Winona State University with a degree in Mass Communications – Advertising and Public Relations with a minor in Sociology and has also achieved a variety of other certifications and attended numerous training pertinent to his work since. Tim also serves and has served as a board member or commissioner for non-profit and local government entities. Tim strives to work to enhance the communities and organizations he serves and greatly values the collaboration and grassroots efforts it takes to accomplish things in rural communities. Tim looks forward to being directly involved in this project through his management role with the Edge of the Wilderness Lodging Association.

Justin Johnson
Task 3 Lead: Small Scale Pilot, Tech Integrations, Use Case Prioritization
Director of Technology, The PLUM Catalyst
Justin is a big picture thinker with a 20 year prolific invention history in R&D for Fortune 100 companies including over 25 issued patents. He is equally equipped to facilitate front end innovation efforts as he is to lead a panel discussion at a conference, and has presented globally at CV/AV and infrastructure related conferences. Justin has a passion for embracing technology to make the world a safer and better place, and has a deep understanding of sensors, machine vision technologies, wireless communications, and has served on V2X standards committees and held a board of directors seat toward that end. He is currently the deputy project manager for Minnesota's goMARTI autonomous vehicle pilot program. Justin has a Bachelor of Science degree in Electrical Engineering from the University of Minnesota.

Patrick Weldon
Task 3 Support: Small Scale Pilot, Tech Integrations, Use Case Prioritization
Director, Corporate Development, Advanced Technology, Polaris Inc.
Patrick leads the Corporate Development & Strategy Advanced Technology portfolio across all Polaris platforms, and directs corporate strategy in mergers and acquisitions of key technologies from startups to equity investments, partnerships, and internal research and development. In his role as principal advisor to the corporate development staff, CEO, and Board of Directors Technology Committee, Patrick is responsible for technologies meeting macro industry trends impacting the Polaris powersports brands. Patrick holds several patents and serves on multiple industry boards. He is a veteran of operations in Afghanistan and Iraq. In his off time, Patrick enjoys anything outdoors. He is an avid rider of snowmobiles and off-road vehicles and when not at work, he can be found at his cabin in northern Minnesota.

Ron Danielson
Task 3 Support: Small Scale Pilot, Tech Integrations, Use Case Prioritization and Task 4 Support: Workforce Development
Trail Coordinator, The Wilderness Wheelers ATV Club

Ron Danielson has been an active member of Wilderness Wheelers ATV Club for the last 8 years. His role within the club initially was President then moving into the Trail Coordinator role. Ron has spent countless hours on the trail with his equipment fixing washouts, brushing, and grading the trail. He retired from the Minnesota Department of Natural Resources in 2015 as the ITS 3 GIS Specialist with Minnesota IT. He has a passion for the outdoors, GIS and Mapping technology, and youth safety. When Ron isn't working on the trail, he is spending time at his lake home with his wife Rose while enjoying fishing and spending time with his grandchildren.

Brad Dolinski
Task 3 Support: Small Scale Pilot, Tech Integrations, Use Case Prioritization
CEO of North Itasca Electric Cooperative
Brad has the responsibility of running the day-to-day operations under the strategic direction of the North Itasca Electric Cooperative's Board of Directors. He is from Lake of the Woods, MN and has a little hobby farm that was his grandparents South of Baudette. He moved to North Itasca in 2017 when he started his career as CEO. He adores the service territory; countless lakes, trails, and all that Mother Nature has to offer around North Itasca is breathtaking. Brad looks forward to supporting the electric vehicle charging station efforts.

Chris Hadfield
Task 4 Lead: Workforce Development
Executive Director, Minnesota State Colleges Transportation Center of Excellence
Chris has Automotive Technology instructor experience at both a tech college and a high school, as well as administrative experience as a dean. Chris is master and advanced level ASE certified. Before teaching he worked as an automotive technician for a GM dealership, an independent shop, and he owned his own business. Chris has written 7 automotive textbooks and continues to consult. He has a Bachelor's of Science degree in Automotive Engineering Technology, with a minor in Manufacturing Engineering Technology from Minnesota State University Mankato and he has a Master's of Education degree in Community College Teaching and Learning from the University of Illinois Urbana Champaign.

Allanté Whitmore, PhD
Task 5 Lead: Stage II Planning
Equity Advisor, The PLUM Catalyst
Allanté V. Whitmore, Ph.D.'s passion and expertise brings a new voice to the advanced transportation technology community. Her research explores the environmental, equity, economic, and ethical impacts of automated and connected vehicles.

Josh Bergstead
Task 5 Support: Stage II Planning
Senior Planner, Arrowhead Regional Development Commission (ARDC)
Josh Bergstad, AICP, Principal Planner, joined ARDC in 2004. Bergstad specializes in economic development planning and city planning. Bergstad has a B.S. in geography from the University of North Dakota and a M.S. in economic development from the University of Southern Mississippi.

The proposed SMART Off-road data gathering project budget includes the total planned costs for Stage 1 including: direct labor, travel, equipment, supplies, and contractual costs totaling $2,012,000.

Funding Sources:
SMART grant federal program request: $2,000,000
Itasca County Trails Task Force request: $12,000 (to be applied for)

SMART Off-road data gathering project budget cost allocation	
50,000	**Itasca County (Applicant)**
1,962,000	**And Contractual Costs of:**
1,050,000	The PLUM Catalyst
450,000	Polaris Inc and Data Analytics support
150,000	Minnesota Power
100,000	CEDA
12,000	ATV Wilderness Wheelers Club
100,000	Destination Marketing Organizations (Visit Grand Rapids & Edge of the Wilderness)
100,000	Minnesota Transportation Center of Excellence/Minnesota North College
2,012,000	Total

Note: A portion of additional in-kind contribution from Polaris toward this initiative is approximately $1.1M. This is based on the recent successful Michigan Upper Peninsula connected and electric off-road vehicle pilot supporting Governor Gretchen Whitmer's Michigan's Economic Development EV programs[1]

1. https://www.polaris.com/en-us/news/company/polaris-creates-first-of-its-kind-electric-off-road-vehicle-charging-network-partners-in-michigan/

Total Costs by Task are broken down aligning to the proposed work plan and as follows:

Task 1: Project Administration and Project Management: $360,000
Itasca County will provide $50,000 in labor allocated evenly over the Period of Performance (18 months).
The PLUM Catalyst will provide the Prime Contract and subcontractor Project Management support of $300,000 in labor with hours allocated evenly over the Period of Performance (18 months) plus travel expenses of $8000 and $2000 of other direct expenses for a total of $310,000.
Sufficient labor hours are included to allow for the deliverables in Task 1 subtasks, as outlined in the Scope of Work including: a kick off meeting, quarterly progress reporting, and the evaluation and data management plan.

Task 2: Local Partnerships & Engagement: $200,000
CEDA will provide general strategic partnership coordination with the local stakeholders and trail task forces: $100,000 in labor divided evenly over the Period of Performance.
Destination Marketing Organizations (Visit Grand Rapids and Edge of the Wilderness) will provide economic development engagement and partnership support through $100,000 of labor hours and supplies divided evenly over the period of performance.

Task 3: Technology Build, Integrations, & Testing: $1,202,000
The PLUM Catalyst will provide subcontractor technical leadership for Task 3: $500,000 in labor; $10,000 in travel; and $65,000 in materials & services (AI/Data Analytics and Data Storage/AWS fees). Labor and travel includes site set-up, permit assessment, pilot preparations, and use case prioritizations as outlined in Task 3 subtasks.
Polaris will provide subcontractor technical support for Task 3: $207,000 in labor
Minnesota Power, Charging OEM's, and Renewable Energy Storage Companies will provide subcontractor technical support for Task 3: $100,000 in labor
The ATV Wilderness Wheelers Club will provide additional GIS mapping and rider volunteers for Task 3: $20,000.
Equipment costs are also included in Task 3: $300,000

- Two Polaris Kinetic Ranger XP fully electric off-road vehicles
- A travel trailer for hauling the vehicles
- Personal safety equipment for riding and demos
- Level 2 charging station(s) and installation costs
- Connected Vehicle and sensor-related integration software and equipment
- Visualization tools

Task 4: Workforce Development
The Minnesota Transportation Center of Excellence will work together with the Minnesota North College to provide curriculum development and workforce development support with the local technicians for Task 4: $100,000 in labor hours. Sufficient labor hours are included to allow for the deliverables in Task 4 subtasks, as outlined in the Scope of Work related to: Curriculum development, technician recruitment and training, and local dealership partnerships for upskilling.

Task 5: Stage II Planning: $150,000
The PLUM Catalyst will work in partnership with the Arrowhead Regional Development Commission (ARDC) to provide subcontractor Stage II Planning leadership for Task 4: $145,000 in labor and $5000 travel.
Sufficient labor hours are included to allow for the deliverables in Task 4 subtasks, as outlined in the Scope of Work related to: Stage 1 Evaluation and Data Management, Stage I Assessment, and Stage II Implementation Report.

The full itemized project budget and cost details are available upon request.

Forecasted Cash Needs are outlined as follows:

Task	Applicant & Lead Contractors	Total Budget Amount	Q1	Q2	Q3	Q4	Yr 2
1	Itasca County	$50,000	$8,333	$8,333	$8,333	$8,333	$16,667
1	PLUM	$310,000	$51,667	$51,667	$51,667	$51,667	$103,333
2	CEDA, Visit GR, Edge of the Wilderness	$200,000	$33,333	$33,333	$33,333	$33,333	$66,667
3	PLUM, Polaris	$1,082,000	$180,333	$180,333	$180,333	$180,333	$360,667
3	Minnesota Power	$100,000		$50,000	$50,000		
3	ATV Riders Group	$20,000		$10,000	$10,000		
4	MTCE/MN North College	$100,000		$50,000	$25,000	$25,000	
5	PLUM, ARDC	$150,000			$25,000	$25,000	$100,000
	Totals	**$2,012,000**	**$298,667**	**$408,667**	**$383,667**	**$323,667**	**$597,333**

Appendix III - Letters of Commitment

Attached are the following letters of commitment from key project partners:

1. The PLUM Catalyst
2. Polaris Inc
3. Community Economic Development Associates (CEDA)
4. Wilderness Wheelers ATV Club
5. Edge of the Wilderness Lodging Association
6. Minnesota State Colleges Transportation Center of Excellence
7. North Itasca Electric Cooperative

THE PLUM CATALYST

July 10, 2024

Dear Secretary Buttigieg,

I am writing on behalf of The PLUM Catalyst, a strategy, innovation, and program management transportation DBE consulting firm. We commit to working with Itasca County on the SMART Off-road data gathering project.

To support the project and its partners, The PLUM Catalyst team commits to the following:

- To being the Deputy Project Manager to Itasca County
- To providing Strategic Partnership, Engagement, and Workforce Development Coordination
- To providing Technical Leadership working with Polaris for the Tech Integrations and Use Case prioritizations
- To providing the Stage II Planning leadership
- And to providing staff, equipment, travel, and supplies to support these tasks

This commitment is new, specific, and measurable in the following ways:

- Relevant - The PLUM Catalyst team has the diverse skillset to support the efforts including specialities in Connected Vehicle tech integrations, workforce development, program leadership, local ecosystem understanding, and planning
- Public - The PLUM Catalyst is already supporting the region through the current goMARTI program, an 18 month autonomous shuttle pilot. This project will provide a new transportation pilot program in the region to continue to grow the local awareness of the new transportation technologies and potential benefits
- High Impact - The PLUM Catalyst strives to work on programs that provide technologies to support building vibrant rural communities. This program will not only demonstrate advanced technologies in off road vehicles. It will also allow for new economic development, job creation, local school engagement, and greater community health & equity. Communities along the trails are truly rural, and many are classified in areas of persistent poverty. This project has the potential to provide future high tech, high growth, and high wage jobs for the communities.

In conclusion, The PLUM Catalyst is committed to supporting the SMART Off-road data gathering project through the use of Connected and Electric On/Off Road Vehicles project and look forward to bringing this new technology to the local Itasca County trails and communities.

Sincerely,

Tammy Meehan Russell, President, The PLUM Catalyst

hello@theplumcatalyst.com
@theplumcatalyst
612 999 5670
.linkedin.com/company/the-plum-catalyst-llc

Dear Secretary Buttigieg,

I am writing on behalf of Polaris Inc, which is the leading manufacturer of all-terrain vehicles, headquartered in Minnesota. We commit to working with the Itasca County SMART Off-road Data Gathering project.

To support the project and its partners, Polaris commits to the following:
Technical advice, vehicle data access, independent evaluation process, workforce development & training programs, dealer/channel coordination, and research collaborations.

This commitment is new, specific, and measurable in the following ways:
• Relevant – Polaris is launching the new fully electric and connected off-road vehicles
• Public – Polaris is a local Minnesota manufacturing company with 16,000 global employees. The company is committed to technology advancements, future workforce development and a world class Diversity, Equity, and Inclusion initiative with the CEO Action Pledge, a commitment to support DE&I within our company and sharing best practices with other organizations.
• High Impact – Polaris is providing the enabling technologies on the vehicles including the new electric vehicle which will demonstrate the impacts on GHG emissions for the industry as well as the connected vehicle framework to allow for data collection and transmission from these vehicles.

Polaris is also providing in-kind contribution to this initiative equivalent to $1.1M. This is based on the recent successful Michigan connected and electric vehicle pilot supporting Governor Gretchen Whitmer's Michigan Economic Development Electric Vehicle programs. In conclusion, supporting technological advancements in the off-road segment is vital to the nation's outdoor recreation industry, which yields $788 billion in economic output annually and supports 5.2 million jobs. There is a clear benefit to ensuring the off-road vehicles participate in the clean energy transition, provide safe and healthy outdoor spaces for all communities, and encourage greater carbon-free modes of transportation.

Sincerely,

Patrick Weldon, Director, Corporate Development, Advanced Technology, Polaris Inc
July 10, 2024

Polaris Inc. | 2100 Highway 55 | Medina, MN 55340 | 1-800-765-2747 | **polaris.com**

CEDA
Community and Economic Development Associates

1500 South Hwy 52
PO Box 483
Chatfield, MN 55923
507-867-3164
www.cedausa.com

July 11, 2024

Dear Secretary Buttigieg,

I am writing on behalf of the Community and Economic Development Associates (CEDA), which provides assistance for small rural communities (under 8000 in population). We provide economic development support through contracted agreements with counties, cities, EDA's, and chambers of commerce where we provide staff support to meet the needs of their economic development goals. We commit to working with Itasca County on the SMART Offroad data gathering project.

To support the project and its partners, CEDA commits to the following:

- Community outreach, communication to volunteers and resources to the County, and staff support for other partner outreach and program management.

This commitment is new, specific, and measurable in the following ways:

- We have unique partnerships in Itasca County with 54 partnerships already established.
- We have a focus on small rural communities.
- We are supporting three of the five Local Indian Councils.
- We are a local connector of information and resources to help remove obstacles for complicated economic development activities.
- Our long-standing connections, partnerships and administrative efforts allow us to be well positioned to support the project in Itasca County.

In conclusion, CEDA is committed to supporting the Offroad Data Gathering Project and look forward to bringing this new program to our region.

Sincerely,

Sarah Carling
Northern Minnesota Regional Director
218-398-6400
Sarah.carling@cedausa.com

July 11, 2024

Dear Secretary Buttigieg,

I am writing on behalf of Wilderness Wheelers ATV Club, which provides over 90 miles of ATV riding opportunities in northern Itasca County. We are a 170-member nonprofit organization working under the umbrella of MNDNR's OHV program and sponsored by Itasca County.

To support the project with its partners, Wilderness Wheelers commits to the following:

- To support our sponsor Itasca County by being a liaison between our members, local businesses, other ATV clubs, Statewide ATV Minnesota, ATV manufacturers, and dealers.
- To provide our trail system as a testing ground for this project and provide volunteers to provide local support for all phases of this project.
- To promote this innovative project with frequent updates on our social media accounts and website.
- To keep the local communities and businesses that are served by this project informed of the project's progress and outcomes as they become available.

This commitment is new, specific, and measurable in the following ways:

- We provide a safe, well maintained trail system that allows users of all abilities to enjoy a family friendly outdoor experience while providing information on the local area and supporting businesses.
- Our monthly meeting provides information for our membership of club activities, project updates and trail conditions. We provide ATV youth safety training and certification. We participate in Itasca County ATV Alliance Meetings, Itasca Trail Task Force meetings, host rides for out state groups and belong to ATV Minnesota.
- Our public Facebook page and website are both sources of two-way communication with our users and others seeking information about all aspects of our club activities. This project will be featured prominently on both.
- Our long-term relationship with local townships, cities, county, state and federal agencies as well as local businesses position us well to support this project by communicating with them the purpose and results of this project.
- Bing a part of the ATV community we have standing relationships with manufacturers such as Polaris and Yamaha, dealerships, local and statewide ATV organizations and private contractors who support building and maintaining trails. We are well positioned to provide information to all these organizations and businesses to highlight and support this project.

In conclusion, Wilderness Wheelers is committed to supporting the Offroad data gathering project and are excited to be able to participate by providing the trail facility for this project.

Sincerely,

Ron Danielson

Ron Danielson, Trail Administrator, Wilderness Wheelers

Edge of the Wilderness Lodging Association
PO BOX 32
Marcell, MN 56657
888-754-0011

July 11, 2024

Dear Secretary Buttigieg,

I am writing on behalf of the Edge of the Wilderness Lodging Association, a non-profit destination marketing organization, which promotes Itasca County as a tourism destination through public relations, advertising, and education. We commit to working with Itasca County on the SMART Offroad data gathering project.

To support the project and its partners, the Edge of the Wilderness Lodging Association commits to the following:

- To be a liaison between the Itasca County and local land managers and Trails Task Forces and Clubs.
- To promoting the project as innovative and important to our regional economy and tourism.
- To sharing tourism information such as usage of the trails and interest in the program.
- To provide part-time staff to support these connections and provide project administration and management.

This commitment is new, specific, and measurable in the following ways:

- We have unique partnerships with both public and private entities in the trail system and have a history of collaboration, partnership, and organization with members of the trail community;
- We hold ongoing and regular meetings, which connects the various area partners and coordinates trail information and promotion, which will allow the project to reach key stakeholders;
- We host a public website that shares details on the trails and can be a source of credible information during the project;
- Our long-standing connections, partnerships and administrative efforts allow us to be well positioned to support this project for our region.

In conclusion, the Edge of the Wilderness Lodging Association is committed to supporting the Offroad data gathering project and look forward to bringing this new program to our beloved trail system.

Sincerely,

Edwin A. Olson

Edwin A. Olson

Chair, Edge of the Wilderness Lodging Association

MINNESOTA STATE
Transportation Center of Excellence

July 11, 2024

Dear Secretary Buttigieg,

I am writing on behalf of the Minnesota State Transportation Center of Excellence, which drives workforce innovation through education and industry collaboration and provides thought leadership on workforce development in the transportation industry. We commit to working with Itasca County on the SMART Offroad data gathering project.
To support the project and its partners, Minnesota State Transportation Center of Excellence commits to the following: promoting workforce development, supporting upskilling and reskilling in the local community by engaging with industry and customized training programming, enhancing education, and inspiring students through engagement activities.
This commitment is new, specific, and measurable in the following ways:

- Upskilling/Reskilling- our passion and expertise lies in identifying opportunities to improve workforce capabilities especially in advanced technology education and programming
- College Experience Programming- we provide thought leadership and vision to advance programs with customized curriculum development and help with partnerships with local industries and businesses to provide hands on training
- K12 Experience programming- we are experts in career pathway development programs and will help identify opportunities for student programs to participate in stage 2 implementation and engage in classroom education of career pathways related to the vehicle and systems technician programs to provide students with experience programs to see examples of possible new jobs in the industries.

In conclusion, the Minnesota State Transportation Center of Excellence is committed to supporting the Offroad data gathering project through the use of Connected and Electric On/Off Road Vehicles project and look forward to bringing this new technology to Itasca County and the surrounding network of schools and colleges.

Sincerely,

Chris Hadfield Ed.M.
Executive Director, Minnesota State Transportation Center of Excellence
Co-PI, National Center for Autonomous Technologies (NCAT, NSF-ATE Center)
Co-PI, Innovative Semi-Autonomous Trucks and Off-Highway Powered equipment (ISA-TOPE, NSF-ATE Project)

NORTH ITASCA ELECTRIC

OWNED BY THOSE WE SERVE

Dear Secretary, Buttigieg,

I am writing on behalf of North Itasca Electric Cooperative, which is an electric distribution cooperative that provides safe and reliable power to over 5,000 members. We are headquartered in Bigfork, Minnesota, we provide power in the Beltrami, Itasca, and Koochiching counties. We commit to working with Itasca County on the SMART Off-road data gathering project.

To support the project and its partners, North Itasca Electric commits to the following:

- Continuously following our mission statement, which is delivering value to our members and communities by providing safe, reliable and progressive energy and other services.
- Continued education to our members we serve on this innovative technology coming to our area.
- Promoting the project as innovative and important to our regional economy and tourism through our monthly newsletter.

This commitment is new, specific, and measurable in the following ways:

- We have unique partnerships with both public and private entities in the communities we serve and have a history of collaboration, partnership, and organization with those members;
- We provide a monthly newsletter that provides various information on projects in the area, connects the various area partners, which will allow the project to reach key stakeholders;
- We host a public website that provides updates of services and can be a source of credible information during the project;
- Our long-standing connections, partnerships and administrative efforts allow us to be well positioned to support this project for our region.

In conclusion, the North Itasca Electric Cooperative is committed to supporting the Offroad data gathering project and look forward to bringing this new program to a region we value and serve.

Sincerely,

Brad Dolinski
CEO

301 Main Ave S • PO Box 227 • Bigfork, MN 56628-0227
218-743-3131 • www.northitascaelectric.com
This institution is an equal opportunity provider and employer.

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, July 23, 2024

REQUEST FOR BOARD ACTION: RBA-2024-325

DEPARTMENT: Land Department
TIME REQUESTED: 15 Minutes
PRESENTER: Kory Cease, Austin Rohling

AGENDA ITEM:
Tax Forfeiture Class Action Settlement and Legislation Update

BOARD ACTION REQUESTED:
Approve Itasca County as a participating county in the Minnesota Property Tax Forfeiture Class Action Settlement.

Receive an update on new Minnesota tax forfeiture legislation.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:
1. Auditor Attestation_MN Tax Forfeiture Class Action Settlement
2. 2024 Tax Forfeiture Legislation Flowsheet

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Cory Smith
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

Revised Tax-Forfeiture Process

(2024, HF5247 - 4th Engrossment)

Property Forfeits to State of MN 2024-Forward

Repurchase rights retained, before the date of sale

County reviews forfeiture list

Real Estate Properties

Submitted to State within 30 days

State review, determine s withdrawals

Reviewed within 30 days

County prepares remaining properties for public auction

30-day notice, including diverse communities

Within 6 months, offer all properties at EMV for 30 days

All unsold properties offered at Minimum Bid

Unsold properties remain in TF Trust, managed under chapter 282

State of MN condemns property per Chapter 117, owned by State of MN

Iron bearing stockpiles, minerals, or mineral interests

State of MN purchases interest for $50

Mineral interests become part of the TF Trust; Mineral estate managed by State of MN

County notice to interested parties of sale within 60 days

Interested party disputes Valuation

State of MN defends valuation, Court determines outcome

Sold: Determine equity based on sale price

Minimum Bid deposited in Forfeited Tax Sale Fund

County publishes lists & notices of properties with equity

Within 60 days- notice to int. parties by classified mail (1st class for vacant land); 2nd notice via 1st class mail between 90-120 days.

Previous owner must make claim within 6 months of sale

Equity disputes to District Court

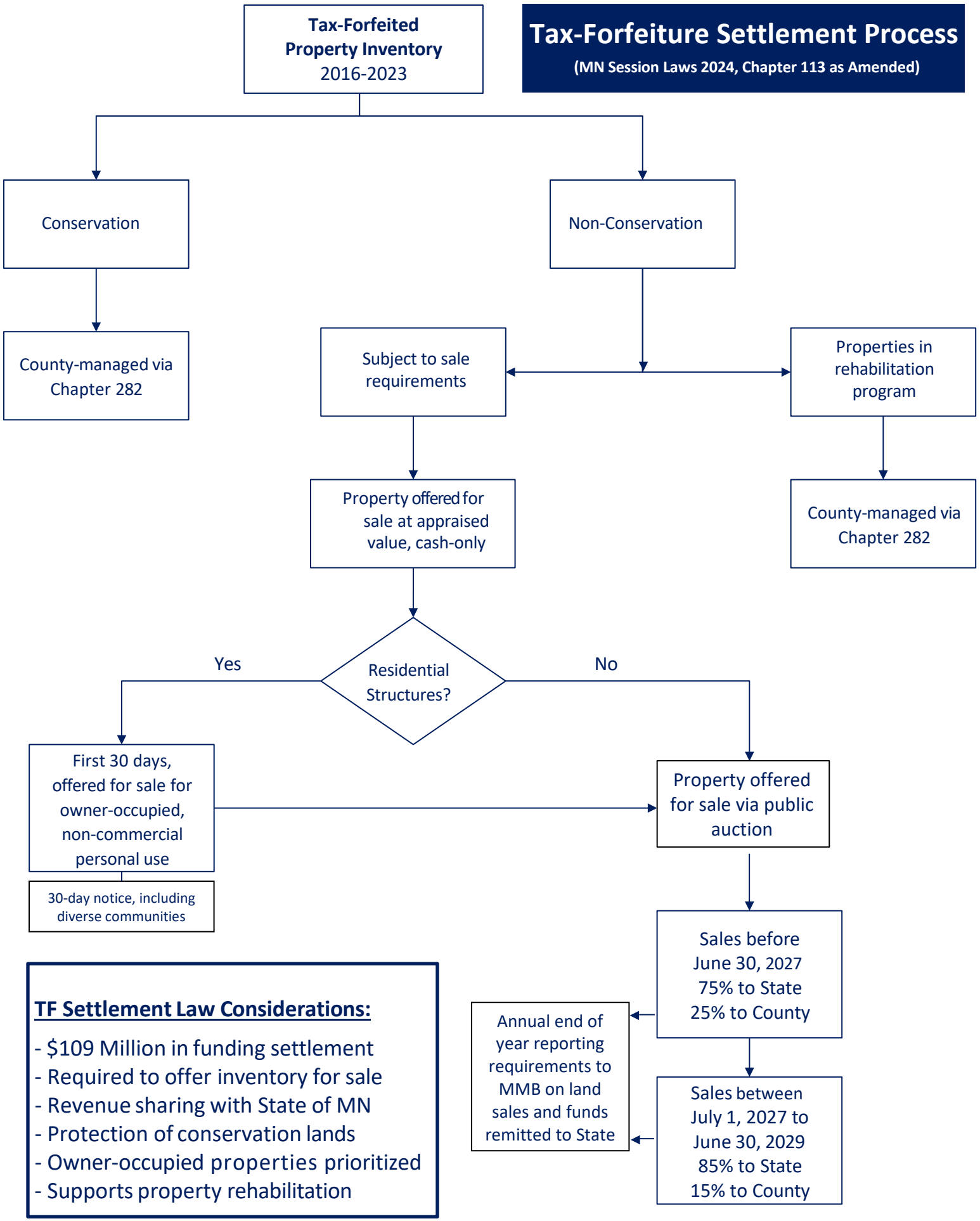
Unclaimed equity remains in the Forfeited Tax Sale Fund

TF Policy Law Considerations:

- Constitutionality, timely return of equity
- Six months to sell forfeited properties
- Six months for prior owner to claim equity
- Minerals retained, managed by State of MN
- Increased notice requirements
- Unclaimed equity returns to TF Fund
- Less ability to work w/local taxing districts

Tax-Forfeiture Settlement Process

(MN Session Laws 2024, Chapter 113 as Amended)



TF Settlement Law Considerations:

- $109 Million in funding settlement
- Required to offer inventory for sale
- Revenue sharing with State of MN
- Protection of conservation lands
- Owner-occupied properties prioritized
- Supports property rehabilitation

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, July 23, 2024

REQUEST FOR BOARD ACTION: RBA-2024-312

DEPARTMENT: Sheriff
TIME REQUESTED: < 5 Minutes
PRESENTER: Joe Dasovich

AGENDA ITEM:
Position Creation - Grade 10 Road Deputy

BOARD ACTION REQUESTED:
Authorize the creation of one (1) Grade 10 Road Deputy position under the LELS 493 Collective Bargaining Agreement in the Sheriff's Office.

BACKGROUND:
The Itasca County Sheriff's Office is requesting one additional grade 10 Road Deputy to be utilized in a floater position. Floater positions function in many capacities and allow for a reduction in overtime. Previously, Meds1 Ambulance Service transported bodies. However, with the sale of Meds1 to North Memorial, North Memorial will not continue transportation services. It is estimated that to contract that service out would cost approximately $175,000 to $200,000. The additional 1 FTE Road Deputy would provide the Sheriff's Office the capacity to provide body transports as well as reduce overtime.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

07/16/2024

RESULT:	**RECOMMENDED FOR REGULAR NEXT: 07/23/2024 2:30 PM**

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Burl Ives
SECONDER:	Commissioner Cory Smith
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, July 23, 2024

REQUEST FOR BOARD ACTION: RBA-2024-321

DEPARTMENT: Administrative Services
TIME REQUESTED: 10 Minutes
PRESENTER: Chair

AGENDA ITEM:
Canisteo Boat Landing

BOARD ACTION REQUESTED:
Discussion

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:
1. Canisteo Pit handouts

Motion To: Instruct Land Commissioner Kory Cease to go forward with seeking to return the Canisteo Boat Landing to public and emergency use.

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Burl Ives
SECONDER:	Commissioner Cory Smith
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

Minnesota Department of Natural Resources

Northeast Region • 1201 East Highway 2 • Grand Rapids MN • 55744

March 12, 2014

Itasca County Park System
Attn: Roger Clark
1177 LaPrairie Avenue
Grand Rapids, MN 55744

Re: Lease #LMIS000295
S36, T56N, R25W
Itasca County

Dear Lessee:

Per the terms of the above-noted lease, the lease expires on March 31, 2014 and is not being renewed.

Please be advised that as a result of the expiration of the lease you, as Lessee, have no further rights under the lease. This letter, however, shall not act as a waiver of any rights the State may have to enforce lease terms surviving the lease expiration.

The Department will adjust its records to reflect the expiration of Lease LMIS000295 also known as 144-012-0295.

If you have any questions regarding this lease, please call me at (218) 999-7892.

Sincerely,

Amy Marrier, Realty Specialist
DNR - Division of Lands and Minerals

cc: Dave Schuller - Forestry
Joe Rokala – Lands & Minerals
Itasca County Auditor

www.mndnr.gov
AN EQUAL OPPORTUNITY EMPLOYER
PRINTED ON RECYCLED PAPER CONTAINING A MINIMUM OF 10% POST-CONSUMER WASTE

Minnesota Department of Natural Resources
Division of Lands and Minerals

Lease Request by MagIron LLC: Canisteo Area

- Active Stockpile Lease or Request
- Active Tailings Basin Lease or Request
- In-Situ Iron Ore Lease Request
- State Residue Lease Area
- Natural Ore Mine
- Iron-Bearing Rock Stockpile
- Overburden Stockpile
- Fine Tailings Basin
- Iron Formation Subcrop

Scale 1:42,000

0 1,000 2,000 4,000 6,000 8,000 10,000 Feet

0 0.25 0.5 1 1.5 2 Miles

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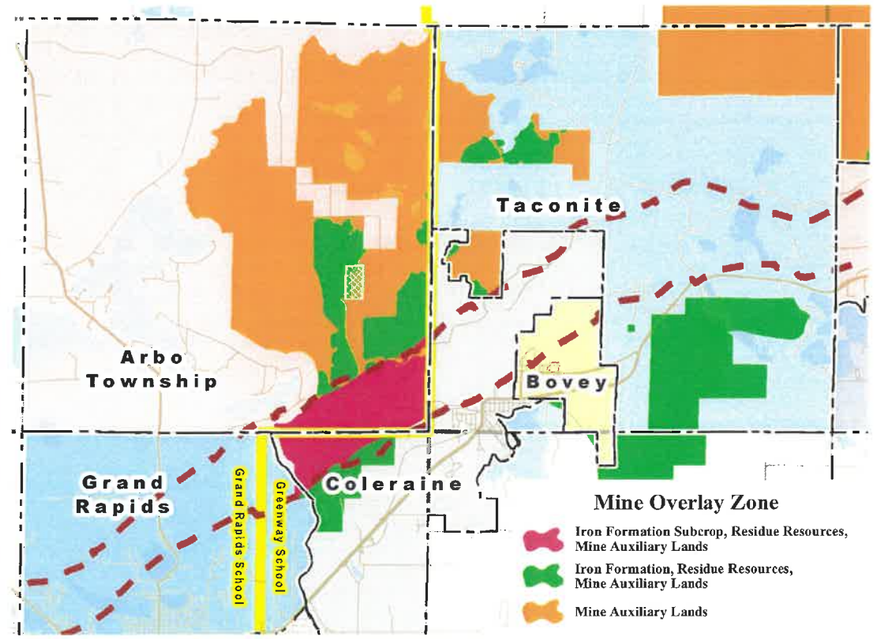
R 25 W
R 24 W
Grand Rapids School
Greenway School
Orwell Basins
Canisteo 1st Basin South
Canisteo 2nd Basin South
Hunner Basin
Seven Cities Stockpiles
Buckeye Basin 2
Buckeye Basin 1
West Hill Basin
Lind-Greenway Basin
Greenway Lot 4 Basin
Jesse Basin
Plant 4
Canisteo Mine
Buckeye Mine
West Hill Mine
Lind Mine
Greenway Mine
Jesse 1 Mine
Jesse 2 Mine
Canisteo Residue Lease Area
Hill Annex Residue Lease Area
Taconite
Iron Formation
Diamond Lake
Holman Lake
Trout Lake
Lower Prairie Lake
Arbo Township
Grand Rapids
Coleraine
Bovey
Fargo - Cloquet Reserve
Iron Formation
T 56 N
T 55 N
169



ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, July 23, 2024

REQUEST FOR BOARD ACTION: RBA-2024-326

DEPARTMENT: Human Resources
TIME REQUESTED: < 5 Minutes
PRESENTER: Brett Skyles

AGENDA ITEM:
Offer of Employment for Veterans Service Officer Position

BOARD ACTION REQUESTED:
Authorize offer of employment for the Veterans Service Officer position to John Prepodnik at Grade 11, Step 2 ($66,060.80) of the ICMA pay scale for a four-year term effective July 29, 2024 through July 28, 2028.

BACKGROUND:
There were a total of 36 applicants, of which 5 were certified finalists. The certified finalists were interviewed by a panel which consisted of County Administrator Brett Skyles, Human Resources Director Janet Borth, County Sheriff Joe Dasovich, and County Commissioner John Johnson.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Cory Smith
SECONDER:	Commissioner Burl Ives
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema