

Demolition Loan Application Submittal Checklist

Logistics

- Two complete paper copies (complete copies includes all attachments)
- One complete electronic copy (i.e., one flash drive, emailed applications will not be accepted)
- All the above submitted to DEED by 4:00 p.m. on February 1 or August 1

Application Form Content

- Applicant information cover page
- I. Site Identification and History
- II. Cost Analysis
- III. Analysis of Loan Need
- IV. Financial Information
- V. Payment Information (Applicant’s State SWIFT Vendor Number, Location Code, and Address)
- VI. Demolition Schedule
- VII. Resolutions (Statutory cities must authorize both Mayor and Clerk)
- VIII. Applicant Disclosures and Certifications (Conflict of Interest)

Application Attachments

- Project Summary
- Purchase agreement or proof of applicant’s ownership
- Appraisal or assessor’s valuation
- Site maps illustrating ALL features requested in question 7
- Site photographs
- State Historic Preservation Office confirmation (structure(s) are not historically significant)
- Site crime data
- Financial statements (last three years)
- Resolution from applicant agency (Statutory Cities **MUST** authorize Mayor and Clerk) **MUST BE SUBMITTED AT TIME OF APPLICATION**
- Resolution from municipality in which the site is located (if different from applicant agency)
- Conflict of Interest form completed and signed by the applicant
- Pre-Award Risk Assessment form completed and signed by the applicant (includes org. chart)

MINNESOTA DEPARTMENT OF EMPLOYMENT AND ECONOMIC DEVELOPMENT

651-259-7451 or toll free at 1-800-657-3858

Brownfields and Redevelopment Unit

Great Northern Building
180 East Fifth Street, Suite 1200
St. Paul, MN 55101

INSTRUCTIONS

PURPOSE/BACKGROUND:

The Demolition Loan Program was established by the 2012 legislature (through an amendment to the Redevelopment Grant Program) to assist Minnesota communities with acquiring and demolishing vacant, dilapidated structures that pose a threat to public safety and where no imminent development prospects exist. However, the community's intent should be for future site development that includes economic benefits (i.e., jobs, taxes). Minnesota Statutes §§ [116J.571](#), [116J.572](#), [116J.5761 – 116J.5765](#) gives the Minnesota Department of Employment and Economic Development (DEED) authority to award loans to assist development authorities with eligible demolition costs as defined below.

FUNDING AVAILABILITY:

Funding amounts have typically varied depending on legislative appropriation; however, DEED anticipates the availability of at least \$2 million per Redevelopment Grant round. According to legislative requirement, if sufficient eligible applications are received, at least 50 percent of the grant money will be awarded to projects located outside of the seven-county metropolitan area.

APPLICATION DEADLINES:

The Demolition Loan Program operates on the same semi-annual application cycle as the Redevelopment Grant Program. Deadlines for submitting applications are **February 1** and **August 1 by 4:00 p.m.** each year. If these days fall on a weekend, the deadline will be the following business day. **Three complete sets of application documents are required for each project: 2 paper copies and 1 electronic copy on a flash drive.** An applicant may apply for more than one project, but a separate application must be completed and submitted for each site.

NOTE: Emailed applications will not be accepted. Please fill out the entire application. All applications must be complete upon submission to qualify for a loan. This includes the fully signed, required resolutions. Applications should be in a binder or bound with attachments clearly marked and tabbed.

QUALIFYING PROJECTS:

A project qualifies for a loan if the following conditions are met:

1. The property and structures are owned by the development authority (i.e., the applicant).
2. The structures on the property have been vacant for at least one year.
3. The structures constitute a threat to public safety because of inadequate maintenance, dilapidation, obsolescence, or abandonment.
4. The structures are not listed on the National Register of Historic Places.
5. Upon completion of demolition, the development authority reasonably expects that the property will be improved, and these improvements will result in economic development benefits to the municipality.

ELIGIBLE APPLICANTS:

Eligible applicants for this program are statutory or home rule charter cities, economic development authorities, housing and redevelopment authorities, counties, or port authorities. **If the applicant is in the process of acquiring the property, ownership must be obtained and documented before the disbursement of any loan funds.**

ELIGIBLE PROGRAM COSTS:

The Demolition Loan Program can pay up to 100 percent of the acquisition and demolition costs for a qualifying site. "Demolition costs" means the costs of demolition, destruction, removal, and clearance of all structures and other improvements on the project site, including interior remedial activities, and proper disposal thereof. As used in this subdivision, "structure" has the meaning given it in [Minn. Stat. § 116G.03, subdivision 11](#). **Costs incurred before a loan agreement is fully executed are not eligible.**

TERMS:

Loans for acquisition and demolition costs may be made subject to the following terms and conditions:

1. The agreement to repay the loan shall be a general obligation of the development authority, payable primarily from a dedicated source of revenue, or other security subject to review and approval by the commissioner, and the development authority must deliver its bond or note to the commissioner to secure the loan.
2. The term of the loan may not exceed 15 years.
3. The loan shall bear interest at a rate equal to two percent, but interest will not accrue during the first two years of the loan term.
4. The development authority shall make semiannual interest payments and annual principal payments beginning in the third year of the loan until the end of the term.
5. The principal amount of a loan may not exceed \$1,000,000.
6. Loan proceeds shall be disbursed for eligible demolition costs as incurred or paid by the borrower and upon submission of invoices and other supporting documentation satisfactory to the commissioner.
7. An eligible borrower shall establish a dedicated source of revenue for repayment of the loan.

FORGIVENESS:

The commissioner may forgive principal of the loan and interest accrued but unpaid thereon, if any, up to 50 percent of the original loan amount, not to exceed the costs of demolition, upon completion of the redevelopment plan, if the project would otherwise have received grant funding in the most recent semiannual grant round, based on the priorities in [Minn. Stat. § 116J.575](#).

REQUIRED APPRAISALS OR ASSESSMENTS:

Current (as-is) and projected (pre-construction) assessed values as determined by the local assessor are required so that DEED can determine the fair market value and any business subsidy. In lieu of the assessed value, appraisals done by an independent appraiser using accepted appraisal methodology, may be submitted. Values cannot be determined in any other manner. The potential estimated value of the property after development is completed is also requested. This estimate is generally based on similar development projects in the city.

AWARDING LOANS:

DEED will award loans to projects that provide the highest return in public benefits for the public costs incurred and meet all the statutory requirements. To evaluate the applications for public benefits with respect to the costs incurred, the law specifies priorities that DEED must consider.

To fulfill this requirement of reviewing applications in an objective and fair manner, the following criteria have been assigned maximum point values to systematically award loans. All assigned scores will be relative to scores awarded to other applications.

1. The extent to which the existing property conditions threaten public safety. Maximum = 15 points
2. The length of vacancy of the property. Maximum = 5 points
3. The development potential of the property. Maximum = 10 points
4. The proximity of the property to existing sufficient public infrastructure. Maximum = 5 points
5. The applicant's financial condition and ability to repay the loan. Maximum = 15 points
6. Other public benefits, including but not limited to, health, safety, environmental benefits, blight reduction, community stabilization, crime reduction, and reduction of maintenance costs. Maximum = 5 points

Note: application review is a closed process. DEED reviewers may request clarification, but unanswered questions will not receive a score. Additional materials and required attachments will not be accepted after the application deadline without prior request or approval.



Brownfields and Redevelopment Unit

Demolition Loan Application

Applicant (Public Entity) *	City of Maplewood	
Head of Applicant Agency (e.g., Mayor) <i>Name and Title</i>	Marylee Abrams, Mayor	
Address	1830 County Road B East	
City	Maplewood	Zip Code:55109
Email of Agency Head	marylee.abrams@maplewoodmn.gov	
If the applicant is a city, what form of government?	<input type="checkbox"/> Home Rule	<input checked="" type="checkbox"/> Statutory City
Project Contact for the Public Entity	Danette Parr	
Phone	651-249-2310	
Email	danette.parr@maplewoodmn.gov	
Address	1830 County Road B East	
City	Maplewood	Zip Code:55109
Project Manager for this project from the Public Entity, in the event of an award*	Michael Martin	
Phone	1830 County Road B East	
Email	Michael.Martin@MaplewoodMN.gov	
Application Author	Danette Parr	
Phone	651-249-2310	
Email	danette.parr@maplewoodmn.gov	

*If awarded, please note that the applicant is responsible for administering the loan and ensuring all loan terms and conditions are met.

PROJECT SUMMARY

ATTACH a summary of the project including the applicant’s capacity to manage the loan in the event one is awarded. **Refer to attached November 2024 staff report, LHB Blight Report, and asbestos report.**

I. SITE IDENTIFICATION AND HISTORY

SITE INFORMATION

1. Name of site/project: Former Maplewood Moose Lodge

Site address: 1946 English Street North

City, County, or Township: Maplewood Zip code: 55109

Site acreage: 2.1

Minnesota Legislative Districts* in which **the site** is located:

A: 44A

B: 44

*The Minnesota Legislature has an online tool to look up legislative district numbers: [Legislative Website](#)

2. Provide a legal description of the site:

Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 23', 24, 25 and 26, Block 2, Gladstone, Ramsey County, Minnesota.

Together with that part of the adjacent vacated street that accrued thereto by reason of the vacation thereof.

SITE OWNERSHIP

To qualify for a loan, the property and structures must be owned by the development authority (i.e., the applicant).

3. Does the applicant own the property? Yes No

If yes, when did the applicant acquire the property? June 21, 2019

If no, when will the applicant acquire the property? [Click or tap here to enter text.](#)

What is the purchase price of the property? \$900,000

ATTACH the purchase agreement (or other evidence of intent to acquire), or proof of the applicant’s ownership.

Is it anticipated the development authority will retain ownership of the property once demolition is complete? Yes

SITE VALUATION

4. What is the current appraised or assessed value of the site? \$986,500 – three parcels

ATTACH the appraisal or assessor’s valuation.

5. What is the projected appraised or assessed value after the demolition activities have been completed?

\$986,500 - Given the condition of the building, the building is not suitable for reuse and does not add market value to the property. Therefore, the city anticipates the taxable market value of the property would remain the same. For future redevelopment, the demolition would directly reduce the development costs.

ATTACH the appraisal or assessor’s valuation.

6. If the site is subsequently redeveloped, what is the potential estimated value, should development occur on the property? \$25,000,000 - The property is guided in the city’s 2040 Comprehensive Plan for housing densities of 25 to 50 units per acre. Given the location of the site adjacent to several other development projects and the Gateway and Vento trails, the city expects a housing project to maximize residential densities. Based on recent housing projects in Maplewood, the city expects a taxable market value of \$240,000 per unit. Therefore, the taxable market value after development is anticipated to be \$25 million

MAPS AND SITE FEATURES

7. **ATTACH** accurate and legible site and location maps, showing locations of prominent and relevant site features such as buildings, retaining walls, etc. Maps must include site boundaries, a north arrow and bar scale, and show the following:
 - Current condition of the site including labeled structures.
 - Specifically, where and for what activities DEED money will apply
 - Potential development of the site including labeled structures.
8. **ATTACH** current (and historic, if available) photographs of the site. Photographs are a very important part of the DEED application review process.

HISTORY

9. Provide the timeline and history of the site. This includes, but is not limited to, when the site was first developed, former and current uses, as well as former and current occupants, etc., and describe what led to the site’s current dilapidated condition.
 The building was originally constructed in 1964 and was occupied by the Maplewood Moose Lodge until 2019. Due to declining membership and financial challenges, the Moose Lodge was unable to properly maintain the property in the last many years of their occupancy. The city’s building permit records indicate that there have been minimal improvements to the building since 2000.

The city entered into negotiations with the Moose Lodge in 2018 to purchase the property. The owner indicated that the building no longer met their operational needs and they were not able to maintain the building. In May 2019, the city purchased the property and Maplewood Moose Lodge vacated the building. The building has remained vacant since then.

The property is dilapidated and in poor condition. The property was reviewed by LHB Corporation in 2024 and determined that the building meets the definition of “substandard” as defined in Minnesota Statutes and therefore would qualify for a Redevelopment TIF District.

Since that time, the property has continued to deteriorate. The site has been subject to regular vandalism and intrusions. In 2020, a pipe burst resulting in over 9 feet of water in the basement of the structure. Intrusions into the building have resulted in theft and damage. Furthermore, the building does not have adequate fire protection systems and is a significant risk to life and adjoining properties. The city had an asbestos report completed in 2025.

CURRENT CONDITIONS

To qualify for a loan, site structures must have been vacant for at least one year.

10. How many buildings are currently on the site?

	Number of buildings	How many are occupied?	If vacant, for how long?
Industrial	0	N/A	N/A
Commercial	1	0	6 years
Residential	0	N/A	N/A

11. Year building(s) was/were constructed: 1964
12. **ATTACH** evidence that site structures to be demolished are not listed on the National Register of Historic Places. A database search from the State Historic Preservation Office may be requested by sending the property address to datarequestshpo@state.mn.us.

DEVELOPMENT POTENTIAL

13. Describe the development potential for the site. Include information such how the development authority is guiding potential development, the potential uses, size of buildings, business occupants, any previous development interest, etc. Also include information on the potential economic benefits associated with development such as jobs created or retained, and potential property tax increase, should the property be developed.

There is strong development potential for the site. In addition to a good location within Maplewood and proximity to St. Paul, regional parks, retail, jobs, and services, the site is well- served by public infrastructure. In the past several years, the city has reconstructed Frost Avenue adjacent to the site. The reconstruction has resulted in functional and aesthetic improvements to roadways and added pedestrian and bicycle infrastructure. The site is also well connected to the regional trail system. The Gateway State Trail is located immediately north of the property, and the Bruce Vento Trail is located immediately adjacent to the east. Within a half mile of this site there are nearly 400 units of housing either under construction or approved by the city providing housing for a wide-range of household incomes. This neighborhood is ripe for redevelopment and this site is a key piece to the city's plans for this area.

The property is guided for Mixed Use – Neighborhood High Density in the city's 2040 Comprehensive Plan. The following is a description of the land use district:

The City intends the Mixed Use – Neighborhood High Density district for neighborhood serving small scale buildings that serve a market at a neighborhood scale) commercial retail or service businesses, offices, and high- density housing. This district would lean residential, with at least 50 percent of development being residential in nature. Commercial and residential development may be combined vertically in the same building or horizontally on the same or adjacent sites. When uses are mixed within a building, retail, service, offices and civic uses should be focused on the ground floor, while housing should be focused on the upper floors. Parking should be in structures to maximize land development intensity. Park space should be small and intimate and may occur in the form of plazas. Higher intensities in mixed use - neighborhood high density development are encouraged to support nearby transit service.

The land use district allows for residential densities of 25 to 50 units per acre. The city expects redevelopment to maximize the residential density. Therefore, up to 105 housing units could be built as part of the redevelopment. The city will also encourage mixed use development with neighborhood retail and services incorporated into the redevelopment plan.

The city has had developer interest in the property and regularly receives unsolicited inquiries into purchasing the site for redevelopment. The city intends to issue a Request for Proposals to solicit development proposals in the fall of 2025. Based on successful RFPs issued in the past for city-owned development properties, we expect strong interest from the development community.

II. COST ANALYSIS

- 14. DEED loan request amount: \$300,000
- 15. Complete the following budget table indicating use of funds, amounts, and date activity will occur for all loan eligible costs as defined on page ii. Costs incurred before a loan agreement is fully executed are not eligible.

Demolition Uses of Funds for the Project (Budget Table)		
Use of funds (activity)	Cost	Date activity will occur
Site acquisition	\$0	N/A
Demolition	\$250,000	May 2025
Interior abatement for demolition	\$50,000	May 2025
	\$	
Total	\$300,000	

III. ANALYSIS OF LOAN NEED

- 16. How are the structures on the property a threat to public safety? Are the structures functionally obsolete, or economically unfeasible to repair?
 The property is dilapidated and in poor condition. The property was reviewed by LHB Corporation and 2018 and in 2024 (LHB report attached) and in both cases it was determined that the building meets the definition of “substandard” as defined in Minnesota Statutes and therefore would qualify for a Redevelopment TIF District.

 Since that time, the property has continued to deteriorate. The site has been subject to regular vandalism and intrusions. In 2020, a pipe burst resulting in more than 9 feet of water in the basement of the structure. Intrusions into the building have resulted in theft and damage. Furthermore, the building does not have adequate fire protection systems and is a significant risk to life and adjoining properties.
- 17. How will demolition of the site’s structures reduce blight and improve its economic vitality, functionality, and aesthetics?

 The building on the property is blighted, functionally obsolete, and has a negative impact on the surrounding neighborhood. The city receives regular complaints from neighbors about the condition of the building. Demolition of the building and site improvements will remove the blight and immediate safety issues. The demolition will also prepare the site for redevelopment that will improve the economic conditions of the property and surrounding neighborhood.
- 18. Describe the proximity and adequacy of the existing public infrastructure to the site?
 The site is adjacent to high-quality public infrastructure. Over the past several years, the city has fully reconstructed Frost Avenue to improve the functional and aesthetic aspects of the public street. The city has also added bike and pedestrian infrastructure to the street. The site is also adjacent to two regional trails – the Gateway State Trail to the north and the Bruce Vento Trail to the east. The site also has public water and sewer facilities that can accommodate future redevelopment.
- 19. **ATTACH** the most recent data on criminal activity at the site. How will demolition and potential redevelopment reduce crime?
 In the past 3 years, there have been 8 police calls to the property as a result of its vacancy. The majority of the calls were related to unauthorized intrusion into the building or activities occurring in the parking lots. In addition, because the site is a known attraction for activity, the police department made 22 proactive calls to the site. The police call record is included as an attachment. The demolition of the building and parking lots would significantly reduce crime by eliminating the improvements that generate illegal activity on the property.
- 20. How much did the applicant or development authority spend maintaining the site in the last year?

\$5,000

How much did the applicant or development authority spend maintaining the site in the last five years?

\$15,000

What maintenance costs did the applicant or development authority incur?

The ongoing safety issues from individuals breaking into the building and having to have Public Safety respond to calls or Public Works needing to replace window and door coverings to keep people out for safety reasons will no long be needed.

How will demolition reduce maintenance costs incurred by the applicant or development authority?

The city’s maintenance costs include utilities, securing the building, and exterior lawn maintenance. The demolition of the building and site improvements would eliminate the utility and security costs. The city would continue to maintain the lawn until the property is sold for redevelopment.

- 21. Describe how the community is stabilized, health is improved, or any environmental benefits are achieved by the demolition of this site.

As indicated above, the site is subject to a significant amount of vandalism, intrusion, and criminal activity, which adversely impacts the neighborhood and community. The demolition of the building and site improvements would eliminate the conditions that attract illegal activity, which would improve the conditions of the neighborhood.

The property contains a significant amount of impervious surfaces and there are no stormwater treatment facilities on the property, which degrades water quality. Demolition of the building, parking lot, and site improvements will significantly reduce impervious surfaces and improve stormwater management. Future redevelopment projects would also be required to meet the city’s current stormwater management requirements.

IV. FINANCIAL INFORMATION

- 22. **ATTACH** the applicant’s audited financial statements for the past three years. Financial statements should include balance sheets, income statements, details on existing debt, statements of financial position, and notes to the financial statements.

- 23. The maximum loan term cannot exceed 15 years. What is the proposed loan term for this request?
15 years

- 24. What dedicated source of funds will be used for loan repayment? [Click or tap here to enter text.](#)

Pursuant to [Minn. Stat. § 116J.5764, Subd. 1 \(1\)](#), the agreement to repay the loan may be a general obligation of the development authority, payable primarily from a dedicated source of revenue, or other security subject to review and approval by the commissioner, and the development authority must deliver its bond or note to the commissioner to secure the loan.

- 25. What type of bond will be issued to secure the loan? Taxable G.O. Abatement Bond

What statute authorizes the applicant’s issuance of bonds? Minnesota Statutes, Chapter 475, as amended, and Minnesota Statutes, Sections 469.1812 through 469.1815, as amended.

Provide a statement that the statutory provision authorizes the use of proceeds of such bonds to pay demolition costs and secure the loan.

Under Minnesota Statutes, Section 469.1813, the City is authorized to grant a property tax abatement on specified parcels in order to accomplish certain public purposes, including the redevelopment or renewal of blighted areas. Under Minnesota Statutes, Section 469.1814, subdivision 1, the City may issue bonds or other obligations to provide an amount equal to the sum of the abatements granted for a

property under Section 469.1813. Section 469.1814, subdivision 5 provides that such bonds may be used to reimburse the property owner for the costs of improvements made to the property.

26. What is the timeline for issuing the bond? The city would be able to issue bonds within 60 days of a loan allocation.

Name of applicant’s bond counsel: Sofia Lykke, Kennedy & Graven

V. PAYMENT INFORMATION

27. To receive payment from DEED, a SWIFT Vendor Number (with Location Code) assigned by Minnesota Management and Budget is required. For prompt payment, ensure the Vendor Number and Location Code are set up to allow electronic funds transfer (EFT) or Automated Clearing House (ACH) payment. State Vendor information may be found at: [Supplier Portal](#)

Applicant’s Financial Contact	Joe Rueb
Phone	651-249-2903
Email	joe.rueb@maplewoodmn.gov
Applicant’s SWIFT <u>Remit To</u> Vendor Number and Location Code	USBKUS44IMT
Address Associated with SWIFT Vendor Number and Location Code	1830 County Road B East Maplewood, MN 55109

VI. DEMOLITION SCHEDULE

28. Provide a detailed schedule outlining the individual tasks necessary to complete the demolition. This includes tasks and activities such as, but not limited to, site acquisition, local approvals, bond issuance, abatement and demolition start and end dates, and any other related activities.

Scheduled Tasks

Task	2025												20__												20__											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Asbestos Mitigation				X																																
Erosion Control Measures				X																																
Install sediment logs and storm sewer inlets				X																																
Assure disconnection of sewer and water lines to back of curb				X																																
Assure full disconnection of electrical				X																																
Demo					X																															
Basement fill and compaction of clean fill.					X																															
Hydro seeding					X																															
Complete remaining restorative work					X																															

Abatement or demolition start date: Late April/Early May 2025

Demolition completion date: May 2025

29. Are there any factors that could change or delay this schedule? None are anticipated.

VII. RESOLUTIONS

30. A resolution approving this application and committing the source of loan repayment is required. Resolutions must be adopted prior to the application deadline and submitted with the application. The two required elements are:

- a. A resolution from the governing body of the municipality where the demolition site is located, which approve the application.
- b. A resolution from the applicant committing the source of loan repayment and authorizing contract signatures. Note: Pursuant to Minn. Stat. § 412.201, **Statutory Cities must authorize the Mayor and Clerk to execute all contracts.**

Blank resolution templates are included on the following pages. The applicant may choose to reformat or combine them, but the adopted resolution must include all the following statements. **Resolutions that do not contain all statements will not be accepted.**

RESOLUTION #1: Municipality Approving the Application

BE IT RESOLVED that the _____ (Municipality of project location) has approved the Demolition Loan application submitted to the Department of Employment and Economic Development (DEED) on _____ (Date), by _____ (Applicant) for the _____ (Site name) site.

I certify that the above resolution was adopted by the city council on _____ (Date)

Signed: _____ (Authorized Official)

Title: _____

Date: _____

Witnessed by: _____

Title: _____ Date: _____

RESOLUTION #2: Committing Local Match and Authorizing Contract Signature

BE IT RESOLVED that _____ (Applicant) act as the legal sponsor for project(s) contained in the Demolition Loan Program application to be submitted on _____ (Date), and that _____ (Title of Authorized Official) is hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of _____ (Applicant)

BE IT FURTHER RESOLVED that _____ (Applicant) has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure adequate project administration.

BE IT FURTHER RESOLVED that the sources and amounts of the loan repayment, and the security identified in the application are committed to the project identified and the _____ (Applicant) has the authority to incur debt by resolution of the board or council authorizing issuance of a bond or note, payable to DEED to repay and secure the loan.

BE IT FURTHER RESOLVED that _____ (Applicant) has not violated any Federal, State, or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the state, _____ (Applicant) may enter into an agreement with the State of Minnesota for the above-referenced project(s), and that _____ (Applicant) certifies that it will comply with all applicable laws and regulation as stated in all contract agreements.

NOW, THEREFORE BE IT FINALLY RESOLVED that the Mayor and the Clerk (for Statutory Cities), or Title of Authorized Official(s), are hereby authorized to execute such agreements as are necessary to implement the project on behalf of the applicant.

Note: Do not include the name, only the title of the official(s).

Pursuant to Minn. Stat. § 412.201, Statutory Cities must authorize both the Mayor and Clerk to execute all contracts, whereas Home Rule Charter Cities or other public entities may differ.

I CERTIFY THAT the above resolution was adopted by the _____ (City Council, County Board, etc.)
of _____ (Applicant) on _____ (Date)

SIGNED: (Authorized Official)

WITNESSED BY:

(Title and Date)

(Title and Date)