



City Council Memorandum

To: Mayor Fasbender & City Councilmembers
From: Chris Jenkins, Parks & Recreation Director
Date: October 7, 2024
Item: James Metzen Mighty Ducks Grant Program – Hastings Civic Arena

Council Action Requested: Approve and sign the Grant Agreement Amendment, accepting an additional \$41,591.00 in grant funds to help offset costs of replacing the R-22 refrigeration system at the Hastings Civic Arena.

Background Information: The City of Hastings is replacing the R-22 refrigeration system at the Hastings Civic Arena, and applied for funds from the James Metzen Mighty Ducks Grant Program. Earlier this year, we accepted \$166,364.00 in grant funds. A grantee was unable to use some funding and the James Metzen Mighty Duck Grant Program approved distributing those funds to other projects.

Staff recommend approval.

Financial Impact: Positive financial impact on the overall \$5.2M project. Total grant funding will now equal \$207,995.00.

Advisory Commission Discussion: N/A

Council Committee Discussion: N/A

Attachments:

- James Metzen Mighty Ducks Grant Program Agreement Amendment 1.



MIGHTY DUCKS GRANT PROGRAM

Grant Agreement – End Grant (Amendment #1)

THIS grant contract, and amendments and supplements thereto, is between the State of Minnesota, acting through its Amateur Sports Commission (hereinafter STATE) and the Hastings, City of (hereinafter GRANTEE), witnesseth that:

WHEREAS, the STATE pursuant to Minnesota Statutes 2014, Chapter 240A, Section 9 is empowered to promote the development of proposals and award grants for new statewide public ice facilities and for renovation of existing ice arenas, including priority given to indoor air quality improvements and projects that eliminate R-22 and purchase of ice resurfacer; and

WHEREAS, on June 16, 2021, the STATE issued a Request for Proposals (RFP) in the State Register seeking proposals from eligible GRANTEEs interested in building or renovating public ice arenas; and

WHEREAS, the STATE approved the grant award recommendations at its March 13, 2024 Commission Meeting; and

WHEREAS, GRANTEE's proposal was among those selected to receive \$166,364 in grant funds to finance the construction, renovation of an ice arena; and

WHEREAS, on September 11, 2024, the STATE has formally recommended an additional \$41,591 to their Grant Agreement Terms of Contract due to returned funds

WHEREAS, GRANTEE represents that it is duly qualified and willing to perform the services set forth herein.

NOW, THEREFORE, it is agreed:

- I. GRANTEE'S DUTIES. GRANTEE shall construct a new public ice arena or renovate an existing public arena in accordance with the terms, conditions and specifications set forth in the STATE's RFP and GRANTEE's grant application, which shall be read together, attached hereto, and incorporated by reference as Exhibit A.
- II. CONSIDERATION AND TERMS OF PAYMENT

- a. The total obligation of the STATE for all compensation and reimbursements to GRANTEE shall be and shall not exceed two hundred and seven thousand and nine hundred and fifty-five dollars (\$207,995).
- b. Terms of Payment. Payment shall be made by the STATE promptly after GRANTEE's presentation of evidence documenting that the project has been completed and paid for with funds other than this grant award.
 - i. All funds shall be paid to GRANTEE after STATE has agreed that the Project is complete, demonstrated by a Certificate of Occupancy when applicable or an Affidavit of Project Completion (Attachment A).
 - ii. In addition, the GRANTEE shall submit copies of paid invoices for Project expenses along with a letter on GRANTEE's official letterhead (Attachment B) that will serve as GRANTEE's official invoice.
 - iii. Payment shall be made directly to the GRANTEE following review and approval of required documents. Payment shall be made within thirty (30) days from receipt of invoice.

III. CONDITIONS OF PAYMENT. All services provided by GRANTEE pursuant to this grant contract shall be performed to the satisfaction of the STATE, as determined by the sole discretion of its authorized representative, and in accord with all applicable federal, state and local laws, ordinances, rules and regulations. GRANTEE shall not receive payment for work found by the STATE to be unsatisfactory, or performed in violation of federal, state or local laws, ordinances, rules or regulations.

IV. TERMS OF CONTRACT. This grant contract shall be effective on September 11, 2024 or upon the date the final required signature is obtained by the STATE, pursuant to Minn. Stat. 16B.06, subd.2, whichever occurs later, and shall remain in effect until March 30, 2026, or until all obligations set forth in this grant contract has been satisfactorily fulfilled, whichever occurs first.

IN WITNESS WHEREOF, the parties have caused this grant contract amendment to be duly executed.

APPROVED:

GRANTEE:
Hastings, City of

STATE AGENCY:
Minnesota Amateur Sports Commission

By: _____

By:

Its: _____

Its: Executive Director

Date: 9/12/2024

Date: 9/12/2024

And: _____

Its: _____

Date: _____

Affidavit of Project Completion

This document is to be completed for projects receiving Mighty Ducks Grant funds where a Certificate of Occupancy, per Minnesota Rules 1300.0220, is not required to be issued.

I hereby certify that:

1. The facility/structure listed below is not subject to the conditions of Minnesota Rules 1300.0220
2. This document shall serve in lieu of a Certificate of Occupancy.
3. The construction of the facility is completed as outlined in grant contract with the Minnesota Amateur Sports Commission.
4. The facility is safe to be occupied by the public.

Facility Address:
 PIN (if applicable):
 Legal Description:
 Zoning District:

Owner Name:
 Address:
 City State Zip:
 Phone:
 Comments:

Name of Grant Recipient:

Name of Authorized Official (print)

Title

Signature

Date

This document is to be **included with the grant invoice processing documents** and mailed to:

Shannon Holbrook
 Minnesota Amateur Sports Commission
 1700 105th Avenue NE
 Blaine, MN 55449

MIGHTY DUCKS GRANT PROGRAM

SAMPLE REIMBURSEMENT REQUEST LETTER (Invoice)
(Submitted on Grant Recipient's Official Letterhead)

(Date)

Minnesota Amateur Sports Commission
Attn: Lynda Lynch
1700 105th Avenue NE
Blaine MN 55449

Dear Ms. Holbrook:

Please accept this letter as our formal request to receive the Mighty Ducks Grant funds in the amount of \$_____ for _____ (Project Name/Name of Grant Recipient). This letter also serves as the official notification of our acknowledgement and adherence of the language and provisions of the referenced in the executed Mighty Ducks grant agreement.

Per your request and attached for your review are copies of paid invoices totaling \$_____. These paid invoices equal or exceed our project's grant award and serves as our match requirement.

In addition, to demonstrate the project has been completed and documented as such, a copy of the Certificate of Occupancy (or Affidavit of Project Completion) is enclosed for your records.

I trust the documentation provided is sufficient for your purposes. Please feel free to contact me if you need additional information or have any questions.

Sincerely,

(Authorized/Official Signature)