

**AGENDA**  
**Special Work Session City Council Meeting**  
 Hybrid (ZOOM Video and In Person), City Hall  
 April 6, 2026, 6:30 p.m.

- |    |  |                                    |
|----|--|------------------------------------|
| 1. | <b>CALL TO ORDER/DETERMINATION OF QUORUM</b> <i>Council President</i>  | <i>Information Found On:</i>       |
| 2. | <b>PUBLIC FORUM</b> (3 minute limit)<br>Individuals may address the City Council about items on the agenda or not included on the agenda. Speakers are required to state their name and address for the Council record and limit their remarks to three minutes or fewer. Speakers are requested to frame their comments around items that fall within the authority of the City Council. Generally, the City Council will not take official action on the items discussed at this time, but may place the item on file, take the matter under advisement, refer the matter to staff or a committee for a future report or direct the matter to be placed on an upcoming agenda. |                                    |
| 3. | <b>BILLS DISCUSSION</b> <i>City Council</i>  |                                    |
| 4. | <b>CONSENT AGENDA ITEM DISCUSSION</b> <i>City Council</i>  |                                    |
| 5. | <b>COUNCIL INFORMATION ONLY ITEMS</b>  |                                    |
| a. | 2025 Local Road Improvement Program (LRIP), First Street Northeast, Project Selection and Grant Acceptance (5 min) – <i>Public Works Director/City Engineer</i>  | Pages 2-3                          |
| b. | Other  |                                    |
| 6. | <b>CONSTITUENT MESSAGE(S)</b>  |                                    |
| 7. | <b>ADJOURNMENT</b> <i>Council President</i><br>Recess to a closed City Council meeting pursuant to Minnesota State Statute 13D.05, Subdivision 3(b) due to pending or threatened litigation and consideration of settlement agreement with Oracle America, Inc.  | Immediately following Work Session |

If you need any type of reasonable accommodations to participate in this meeting, contact City Hall at (320) 616-5500 at least 72 hours prior to the meeting. Meetings are live streamed at [LITTLE FALLS CITY COUNCIL MEETING](#). A current list of meetings can be found at [Notice of Meetings](#).

March 27, 2026

Greg Kimman  
City of Little Falls  
100 Northeast Seventh Avenue  
Little Falls, MN 56345

Re: 2025 Local Road Improvement Program Project Selection

Dear Greg Kimman,

Thank you for your application submittal under the 2025 Local Road Improvement Program (LRIP) solicitation. The 1st Street Northeast project in the City of Little Falls was selected for Local Road Improvement Program funds appropriated by the legislature in 2025. We have identified up to \$1,000,000.00 in LRIP funds for this project. Also, attached is the State Fund Grantee User Guide (PDF). This document outlines the process and every step that is required for your LRIP project, from selection through project closeout.

**Your first step will be to reply to me, Rashmi Brewer via [Rashmi.Brewer@state.mn.us](mailto:Rashmi.Brewer@state.mn.us), at your earliest convenience on the following:**

- 1. Confirm receipt of this message**
- 2. Affirm your acceptance of this LRIP grant selection**
- 3. Affirm your ability to follow the required process**
  - a. All LRIP projects (including 2026 projects), are required to have followed the state aid process for plans, specs, and estimates, including prevailing wage, workforce certificate, equal pay certificate, and Equal Employment Opportunity (EEO) provisions in bid packages. As a result, 2025 LRIP funds will be withdrawn if construction started prior to selections and/or the project didn't follow the state aid process.
- 4. Email the project SAP/SP number (immediately after it is issued) and include SAP/SP number in the subject line on all LRIP project correspondence**
  - a. Note: Request a State Aid Project (SAP) number for this project if you don't already have one (or SP number if the project also includes federal funding). Please work with your district state aid engineer (DSAE) on next steps and throughout the project development process.

Next, other important notes:

- Items that are eligible for LRIP funds include reasonable elements associated with roadway construction, including basic landscaping and turf establishment. Landscaping planters, benches, bike racks, decorative fences, ornamental lighting, and other aesthetic treatments above the standard are generally not eligible. Other items that are not eligible include engineering, construction administration and inspection, right of way acquisition, and water main, sanitary sewer, or private utility work. Additionally, work on trunk highways or on trunk highway right of way is not eligible.
- Since 2025 LRIP project selections are only funded by general obligation (GO) bond funds, project proposal packages will need to include provisions for workforce certificates, equal pay certificates and Equal Employment Opportunity (EEO) specification language including workforce goals for people of color and indigenous people and women. Project funding letters will include these goals based on the location of the project as well as additional references for achieving compliance with these

requirements. The local entity will be responsible for including the required documents in their proposal packages as State Aid does not review special provisions for state-funded projects. More information on these requirements can be found at the following link: [Equity in Bonding - Workforce and Equal Pay](#).

- Your entity will be required to execute an LRIP grant agreement prior to construction, which includes certification of right of way ownership by the agency and a resolution agreeing to finance any costs in excess of the grant amount before the grant can be authorized for reimbursement.
- The plan and engineer's estimate need to be developed with a separate a column that identifies LRIP participating items only. If more than one agency will ultimately own bond funded improvements, there will need to be separate LRIP participating columns on the engineer's estimate for each agency. Additionally, if this is the case, separate LRIP grant agreements will be required with each agency that will ultimately own bond or general funded improvements.
- Design standards:
  - Work on State Aid routes are subject to State Aid standards
  - Work on non-state aid routes will need to adhere to design standards as identified in [MnDOT State Aid Rules](#), the American Association of State Highway and Transportation Official (AASHTO) A Policy on Geometric Design of Highways and Streets, or other design standards as identified by the DSAE. Please consult with your DSAE to determine the appropriate design standards for your project.
- The DSAE will need to review, approve, and sign plans prior to advertising the construction contract.
- After DSAE plan approval, you will need a funding letter from the State Aid Programs office before advertising the construction contract. The LRIP amount in the funding letter will be based on a review of eligible items in the engineer's estimate.
- The State Aid Programs office will provide additional instructions for assembling and executing the LRIP grant agreement as part of the delivery of the funding letter.
- The final LRIP amount as included in one or more LRIP grant agreements will be based on the low bid documents. The LRIP grant amount is typically capped.
- The LRIP grant agreement should be fully executed before construction begins.

If you have questions, please contact me, Rashmi Brewer at [rashmi.brewer@state.mn.us](mailto:rashmi.brewer@state.mn.us). I will be your primary contact for this LRIP grant selection.

Sincerely,

*Rashmi Brewer*

Rashmi Brewer, P.E.  
State Aid State Programs Engineer

copy: Angie Tomovic, District 3 State Aid Engineer  
Brett Stark/Kirk Allen, District 3 State Aid Assistant  
attachment: State Fund Grantee User Guide