



Bemidji

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Date: 5/12/2020

To: Nancy Malecha, City of Pequot Lakes

From: Gail Leverson, Funding Department, Widseth

RE: Funding Assistance for Heart of the Good Life Development

Current Situation: The City of Pequot Lakes would like to apply for funding to extend utilities through the Heart of the Good Life Development as a phased project. The current need is to add utilities for Phase 1.

Desired Outcome: The City will need grant funding to assist with the development of Phase 1. City Engineer, Tim Houle of Widseth, made the recommendation to apply for Greater MN Business Development Public Infrastructure (BDPI) program from DEED.

Proposal: The Funding Department at Widseth has substantial experience securing funds from the BDPI Program. We are proposing to prepare and submit a competitive BDPI application on behalf of the City of Pequot Lakes. Widseth's Funding Department is poised to work closely with the City Engineer and the City's Economic Development Representative to successfully complete this project.

Deliverables:

1. Preliminary meeting with City Administrator and project managers after May 19th.
2. Assembly of required exhibits, listed in Attachment A, with City Administrator's assistance.
3. Draft copy of the application narrative with city resolution to the City Administrator on May 26th.
4. Revise and finalize as per city discussion.
5. Submittal of final application with city resolution, to DEED by June 12th, 2020.

Cost: We will complete the project for a maximum cost of \$5,000. The City will be billed at the rate of \$95 per hour. We expect the project to take 40-45 hours.

Thank you: Thank you for reviewing this proposal. Composing persuasive and compelling grant requests is our specialty. We are excited to be considered for this important city infrastructure project.



Attachment A: Required Exhibits

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1. Project Maps
2. Conflict of Interest Disclosure, from Mayor
3. Unrecorded Declaration (with Legal Description)
4. Pre-engineering report and/or engineering report that corresponds with the project.
The documents will include an engineer's estimate of project costs.
5. Letter from County Auditor's office with current Estimated Market Value (EMV) of property and projected EMV after development.
6. Documentation of full project funding that coincides with the Public Infrastructure projects sources and uses of funds; or a bond sale resolution adopted by the application, if the applicant intends to bond for any portion of the match and/or remaining funds.
7. Attachment of commitment letters from the business(es) who intend to locate in the industrial park.
8. Local Government resolution
9. Permits – if available, or list of permits required and dates to be completed.