



CITY OF
GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

**POLICE COMMUNITY ADVISORY
BOARD MEETING MINUTES**
Thursday, July 16, 2026
4:00 PM

The Purpose of the Grand Rapids Police Community Advisory Board (The Board) shall be to establish and enhance communication between Grand Rapids residents, Police Department and City Council. Together, the Advisory Board and Police Department will identify and focus on public safety issues and collaborate with community leaders, community organizations and stakeholders in developing solutions to multi-faceted community concerns. The Board provides recommendations to the Chief of Police and City Council as to how issues should be addressed.

CALL TO ORDER: Pursuant to due notice and call thereof, the Police Community Advisory Board will hold a regular meeting on Thursday July 16th, 2026, 4:00 PM in City Hall Council Chambers at 420 North Pokegama Avenue, Grand Rapids.

Meeting called to order 4:00 PM

ROLL CALL:

Present:

Board Chair Dan Butterfield

Board Member Stephen Connolly

Board Member Jessica Malmquist

Board Member Larissa Lawson

Absent:

Board Member Cassey Casteel

Board Member Megan MacDonell

PUBLIC INPUT (if anyone wishes to address the Board): This is your opportunity to approach the Police Community Advisory Board and publicly comment and/or share a concern about your specific issue. We ask that you approach the podium and provide your name and address for the record. A timer will be set for 5 minutes of comment. We ask that members of the public not applaud, engage in

conversation, or engage in other behavior through words or action that may disrupt the following proceedings of the board. This is not a dialog, debate, or back and forth with the board but if there is something that needs to be followed up on after the meeting, we and/or City staff will do so and report back to the Police Community Advisory Board if necessary.

None

APPROVE MINUTES:

Approval of the Minutes for May 21, 2026.

Approved of Minutes for May 21, 2026

Motion made by Board Member Stephen Connolly, Seconded by Board Member Larrisa Lawson

(Modification to the Chair wording)

Motion made by Board Member Connolly, Seconded by Board Member Lawson.

Voting Yea: Board Chair Butterfield, Board Member Connolly, Board Member Malmquist, Board Member Lawson

1. Approve minutes for May 21, 2026

CORRESPONDENCE:

None

SETTING THE AGENDA:

None

BUSINESS:

2. July 24th – Rockfest – 305 and 306 are in charge of this event. There will be a posting coming out within 30 days of the event for 4 additional officers to work it

July 24th – 26th – Swap Meet and Car show at Fairgrounds

July 31st – August 2nd – Tall Timber Days weekend

August 2nd – Tall Timber Days Parade – all Officers/Sgts are expected to attend

August 4th – National Night Out – 304 is coordinating

August 19th – 23rd – Itasca County Fair

Discussion on upcoming events

3. 1st Amendment Rallies

Discussed the rallies that are happening with in the city.

UPDATES:

None

Announcements:

Announcement of the passing of Board Member Tom Neustrom

4. Acknowledge service of Thomas Neustrom.

SET AGENDA FOR NEXT MEETING:

Next Police Community Advisory Board meeting will be September 17th, 2026, at 4:00PM in the City Hall Council Chambers at 420 N Pokegama Ave

ADJOURN:

Meeting adjourned at 4:34PM

Motion made by Board Member Connolly, Seconded by Board Member Malmquist.

Voting Yea: Board Chair Butterfield, Board Member Connolly, Board Member Malmquist, Board Member Lawson

ATTEST:

MEETINGS AND ATTENDANCE

The Board shall meet at minimum, four times each year as determined by the chair. A regular meeting may be cancelled by the chair or a majority of the Board. Every Board member shall be required to attend at least 75% of all meetings each calendar year. Board members who are unable to meet the attendance requirements may be removed by a majority vote of the Board. Prior to a vote considering the potential removal of a member, the member shall be afforded an opportunity to explain his or her reason for non-attendance.

BOARD MEMBERS AND TERM EXPIRATION:

Dan Butterfield - 12/31/2026

Stephen Connolly - 12/31/2026

Cassey Casteel - 12/31/2027

Tom Neustrom - 12/31/2028

Jessica Malmquist - 12/31/2027

Megan MacDonell - 12/31/2026

Larissa Lawson - 12/31/2028

Respectfully Submitted

Jackie Heinrich, Administrative Assistant

Motion made by Board Member Connolly, Seconded by Board Member Malmquist.

Voting Yea: Board Chair Butterfield, Board Member Connolly, Board Member Malmquist, Board Member Lawson