



# Board of County Commissioners Agenda Request



**Requested Meeting Date:**

**Title of Item:**

<p>REGULAR AGENDA</p> <p>CONSENT AGENDA</p> <p>INFORMATION ONLY</p>	<p><b>Action Requested:</b></p> <p>Approve/Deny Motion</p> <p>Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i></p>	<p>Direction Requested</p> <p>Discussion Item</p> <p>Hold Public Hearing*</p>
<b>Submitted by:</b>		<b>Department:</b>
<b>Presenter (Name and Title):</b>		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b>		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b>		
<p><b>Financial Impact:</b></p> <p><i>Is there a cost associated with this request?</i>                      Yes                      No</p> <p><i>What is the total cost, with tax and shipping? \$</i></p> <p><i>Is this budgeted?</i>                      Yes                      No                      <i>Please Explain:</i></p>		



#7

## Application for Aitkin County Business Development & Recreation Grant Program January 1, 2023 - December 31, 2023

1. Grant requests should be submitted by EMAIL to: [mark.jeffers@co.aitkin.mn.us](mailto:mark.jeffers@co.aitkin.mn.us), subject line: BD&R2023 or by mail to:  
Mark Jeffers  
Aitkin County Government Center  
307 2<sup>nd</sup> Street NW, Room 316  
Aitkin, MN 56431
2. Funding recommendations will be considered at the regularly scheduled monthly meeting of the Aitkin County Economic Development Committee in June 2023. Application deadline is **May 31, 2023**.
3. Committee recommendations will be submitted to the Aitkin County Board of Commissioners for final approval.

### APPLICANT INFORMATION

#### PROGRAM INFORMATION

Project Name: *Welcome to Aitkin – Sign Project*

Date(s) of Program: *Spring/Summer 2023*

Location of Program: *City of Aitkin*

Organization/Community Name: *City of Aitkin*

Person in Charge of Project: *Jen Thompson, City Clerk*

Organization Mailing Address (Street Name or P.O. Box or Route and Box # and City and Zip Code):

*130 Southgate Drive – Ste 200, Aitkin, MN 56431*

Contact Person's Phone #: *(218) 927-2527*

Contact Person's Email: *jen@ci.aitkin.mn.us*

Description/focus/purpose of your organization:

#### FUNDING:

Amount requested from Aitkin County

**\$ 2,000.00**

(Minimum \$100.00, maximum request is 2,000.00). The Economic Development Committee may recommend to the Board of Commissioners to increase or decrease the amount awarded at their discretion. The Aitkin County Board of Commissioners grants the final approval for funding.

Amount of your organization's match

**\$ 8,600.00**

Total projected budget

**\$ 10,600.00**

**PROJECT/EVENT DESCRIPTION:** Be concise and complete; attach supporting information if needed.

**Replace 5 welcome to Aitkin signs with updated city logo & rehab foundations where necessary. \*See attached photos.**



What do you hope to accomplish, how it will be done and specifically how the grant funds will be used.

*The City of Aitkin wants to support and represent the growth and excitement happening in our community. By updating and refreshing our decade old welcome signs it shows pride in our destination community. The current foundations will be repaired and re-used. The 5 signs will be replaced and updated with the current City of Aitkin logo giving a new inviting look as you enter the city.*

Explain how your project will bring visitors to or provide a positive and sustainable economic impact on Aitkin County. *This project enhances the perception and welcoming nature of the City of Aitkin. If you come from the North or South, or the East or West, we are at the crossroads of the transportation hub that serves our region. Welcoming visitors to our community is the express purpose of having high-visibility signage that impacts our city. Highways 169, 210, 47 & County Road 1 are major arteries that serve the City of Aitkin and are the gateway to the incredible outdoor region, residential living, and thriving businesses. This signage exemplifies the pride we take in our community and represents that tradition and welcoming nature we strive to extend to residents and visitors.*

List target markets: *Cyclists, campers, snowmobilers, fisherman, hikers, outdoor recreation enthusiasts, business professionals, visitors, city & county residents.*

List target audience: *Tourists, commuters, & citizens.*

4. **PROJECT BUDGET:** in the space below, provide a budget for the entire event.

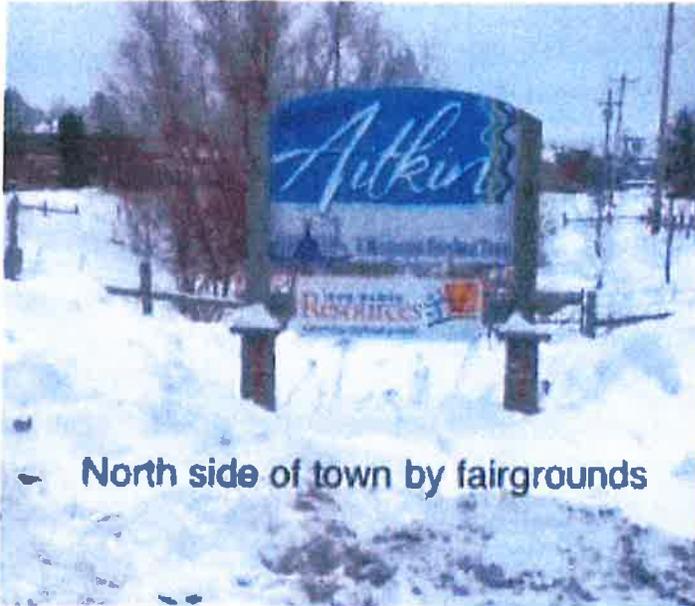
Category	Grant Funds	Applicant Funds	Total
<i>Rehab 5 Welcome to Aitkin Signs</i>	<i>\$2,000.00</i>	<i>\$8,600.00</i>	<i>\$10,600.00</i>
<b>TOTALS</b>	<b>\$2,000.00</b>	<b>\$8,600.00</b>	<b>\$10,600.00</b>

Contact Signature:

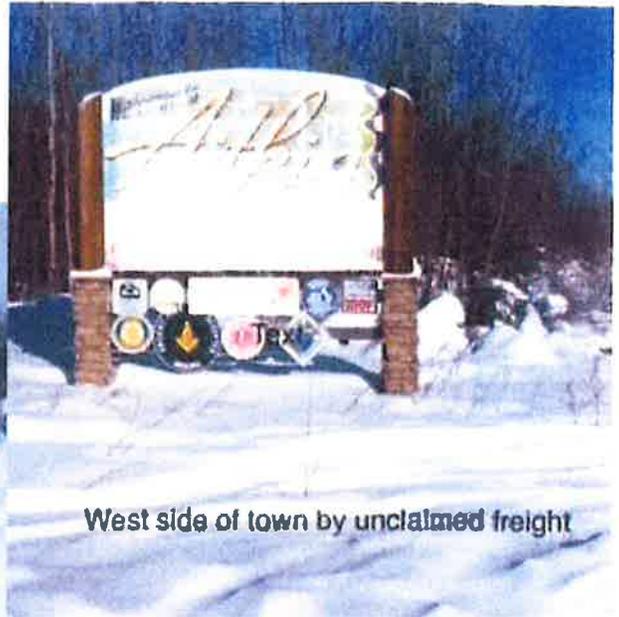
Name *Jennifer Thompson*

Date: *3/23/2023*

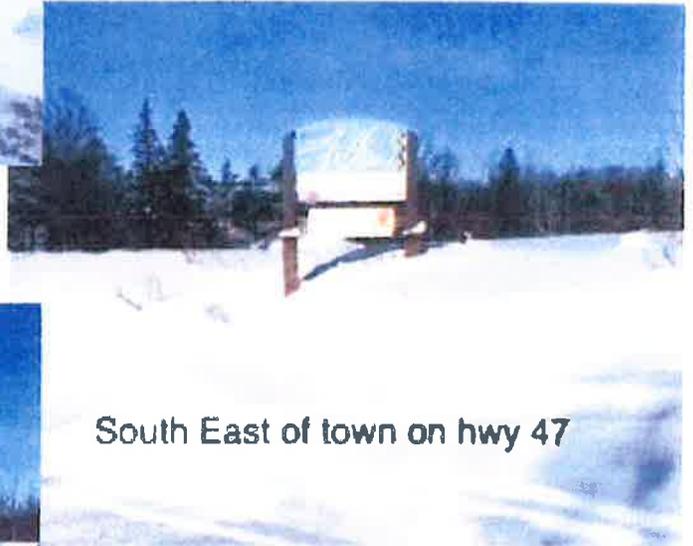
# Current Signs



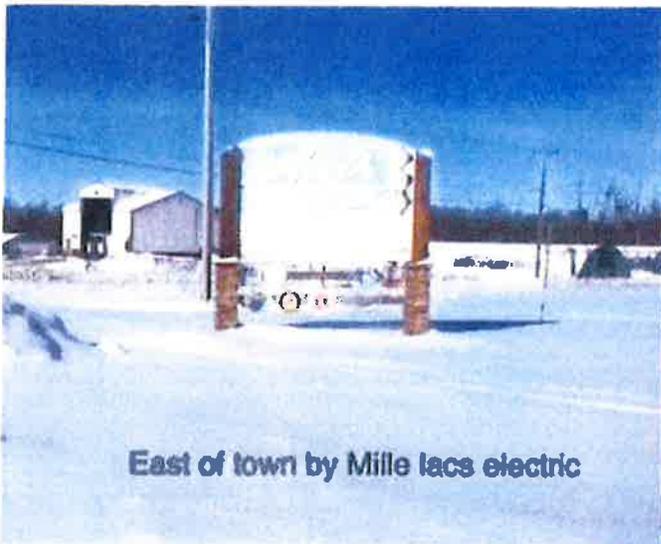
North side of town by fairgrounds



West side of town by unclaimed freight



South East of town on hwy 47



East of town by Mille lacs electric



South of town on hwy 169

Welcome to Aitkin - Sign Project

**Cost Estimate Summary & Funding Sources**

<b>Estimate #1 Jessie Jane's Signs</b>	Replace 5 Signs (Option #1)	\$5,538.75
Bid one repair but staff anticipates another>	Foundation Repair (2)	\$4,000.00
Added by City Staff>	Contingencies	\$1,000.00
	<b>TOTAL &gt;</b>	<b>\$10,538.75</b>

**Estimate #2 Tidholm Productions** Declined to bid

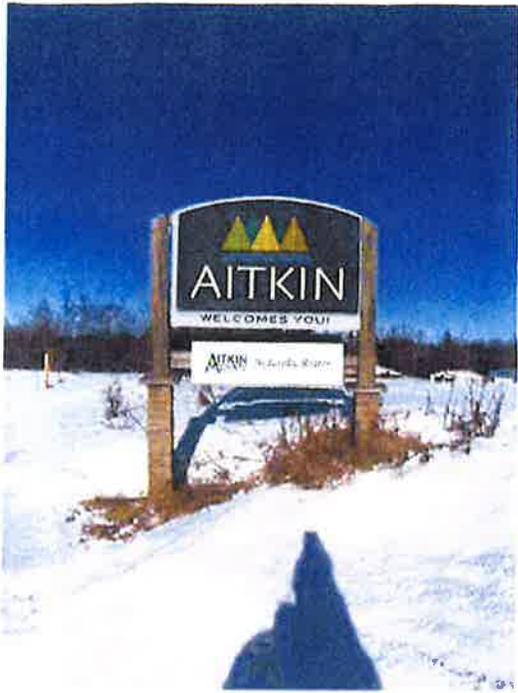
<b>Estimate #3 Upland Advertising (RECOMMENDATION)</b>	Replace 5 Signs (Option #1)	\$4,580.00
Bid one repair but staff anticipates another>	Foundation Repair (2)	\$600.00
Added by City Staff>	Contingencies	\$1,000.00
	<b>TOTAL &gt;</b>	<b>\$6,180.00</b>

\*Details added after original quote was requested.

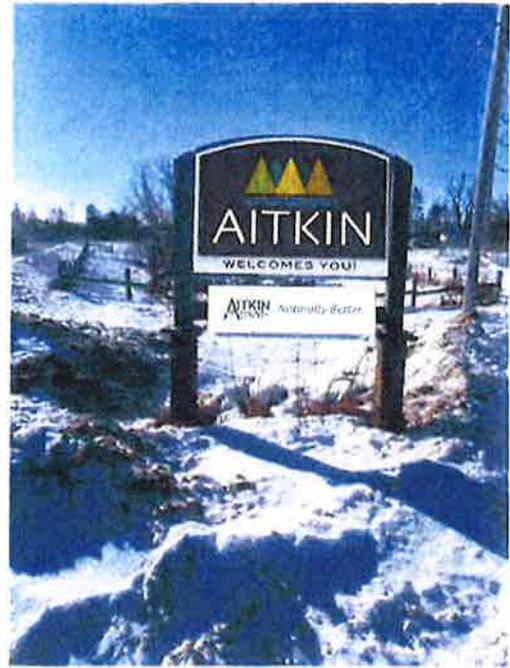
Aitkin County - Naturally Better	Additional Rider Panels	\$1,600.00
	Prep & 2 Coat Stain wood posts	\$1,200.00
	<b>TOTAL &gt;</b>	<b>\$8,980.00</b>

**WELCOME SIGN PROJECT**

<b>FUNDING SOURCE</b>		<b>Estimated Project Cost &gt;</b>	<b>\$10,600.00</b>	<b>Status</b>
IRRRB (1:1 Match)			<b>(\$3,000.00)</b>	<b>Awarded</b>
Aitkin Co. Business Development	Max amount is \$2K		<b>(\$2,000.00)</b>	<b>Pending</b>
City of Aitkin EDA ( 5/11/2023 Mtg.)	(Approximate need)		<b>(\$5,600.00)</b>	<b>Approved</b>



approx. 3'6" x 5' - aluminum laminate panel



approx. 3'6" x 5' - aluminum laminate panel



WELCOMES YOU!



aluminum laminate panels  
printed with UV clearcoat

flat panel - aluminum laminate panels - with UV clearcoat

(3) approx. 7' x 10'

(2) approx. 3.6" x 5'

- project management

- site survey/ measurements

- graphic design/ creative

- full color printing

- on 1/4" aluminum laminate panels

- UV protective clearcoat

- 7' x 10' panels ..... \$1250.00 each including installation

- 3'6" x 5' signs ..... \$415.00 each including installation

Total ..... \$4580.00

Straighten sign on Hwy. 47 SE ..... \$300.00 (2 = \$600.00)

Additional rider panels

(3) approx. 30" x 8'

(2) approx. 12" x 4'

installation

Total ..... \$1600.00 +

prep. and 2 coat stain existing wood posts

all signs ..... \$1200.00 +

**\$8,980.00**

estimate valid for 30 days

to be paid in full upon completion

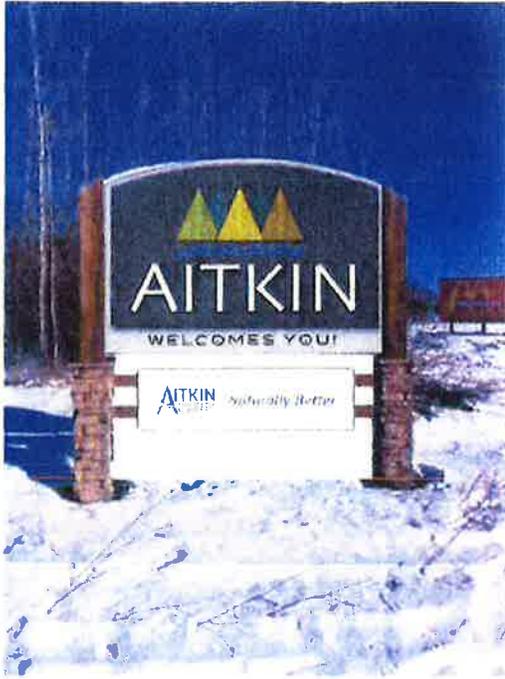


ADVERTISING & DESIGN, LLC

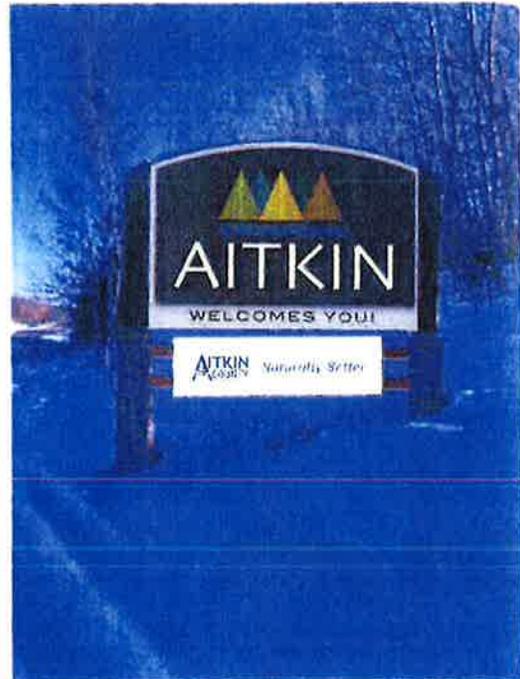
21683 Campbell Lake Rd. Merrifield, MN 56465  
218/828/9435

City of Aitkin  
5 city signs - creative/ estimate  
2/16/23

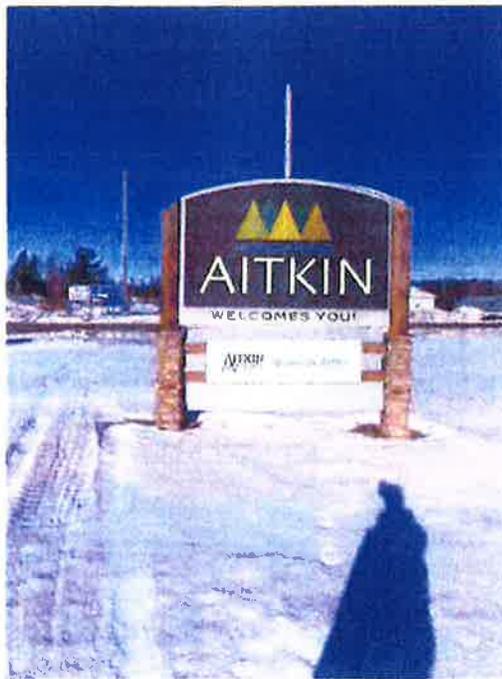
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approx. 7' x 10' - aluminum laminate panel



approx. 7' x 10' - aluminum laminate panel



approx. 7' x 10' - aluminum laminate panel

City of Aitkin  
 5 city signs - creative/ estimate  
 2/16/23

**UPLAND**  
 ADVERTISING & DESIGN, LLC  
 21685 Campbell Lake Rd. Merrifield, MN 56465  
 218/828/9435

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RESOLUTION NO. 2023-02-06C

**A RESOLUTION AUTHORIZING THE CITY OF AITKIN TO MAKE APPLICATION TO AND ACCEPT FUNDS FROM AITKIN COUNTY BUSINESS DEVELOPMENT & RECREATION GRANT PROGRAM**

Council Member Jean Haire introduced the following resolution and moved its adoption:

**WHEREAS**, the authorizing authority approves application on behalf of the City of Aitkin for an Aitkin County Business Development & Recreation Grant Program the Welcome to Aitkin Signage project, and

**WHEREAS**, the authorizing authority hereby agrees to accept funding for the underlying project if approved by Aitkin County.

**NOW THEREFORE BE IT RESOLVED** that the authorizing authority of the City of Aitkin does hereby adopt this resolution.

Council Member Jean Haire seconded the motion, and it was declared adopted upon the following vote: all members voting aye.

Office of the City Administrator     )  
City of Aitkin                             )ss.  
State of Minnesota                     )

I, Michael Skrbich, City Administrator of the City of Aitkin, do hereby certify that I have compared the foregoing with the original resolution filed in my office on February 6<sup>th</sup>, A.D., 2023, and that the same is true and correct copy of the whole thereof.

WITNESS MY HAND AND SEAL OF OFFICE at Aitkin, Minnesota, this 6<sup>th</sup> day of February, A.D., 2023.



Megan Workman  
Megan Workman, Mayor

ATTEST:

Michael Skrbich  
Michael Skrbich, City Administrator