



CITY OF GRAND RAPIDS

Meeting Agenda Full Detail City Council Work Session

Monday, June 12, 2017

3:45 PM

Conference Room 2A

CALL TO ORDER: Pursuant to due notice and call thereof a Special Meeting/Worksession of the Grand Rapids City Council will be held on Monday, June 12, 2017 at 3:45 p.m. in City Hall, Conference Room 2A, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL: On a call of roll, the following members were present:

Discussion Items

1. 17-0368 Review Riverfront Venue Feasibility Study
Attachments: [Outdoor Performance Venue Study Percent DRAFT.pdf](#)

2. 17-0371 Discussion with Greenway Recreation Board
Attachments: [Letter to Council.pdf](#)
[By-Laws for Greenway Joint Recreation Assoc.pdf](#)
[Greenway Joint Recreation Assoc. Joint Powers Agreement.pdf](#)

3. 17-0390 Legislative Update

4. 14-0789 Review 5:00 PM Regular Meeting

ADJOURN

Attest: Kimberly Gibeau, City Clerk



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

CITY OF GRAND RAPIDS

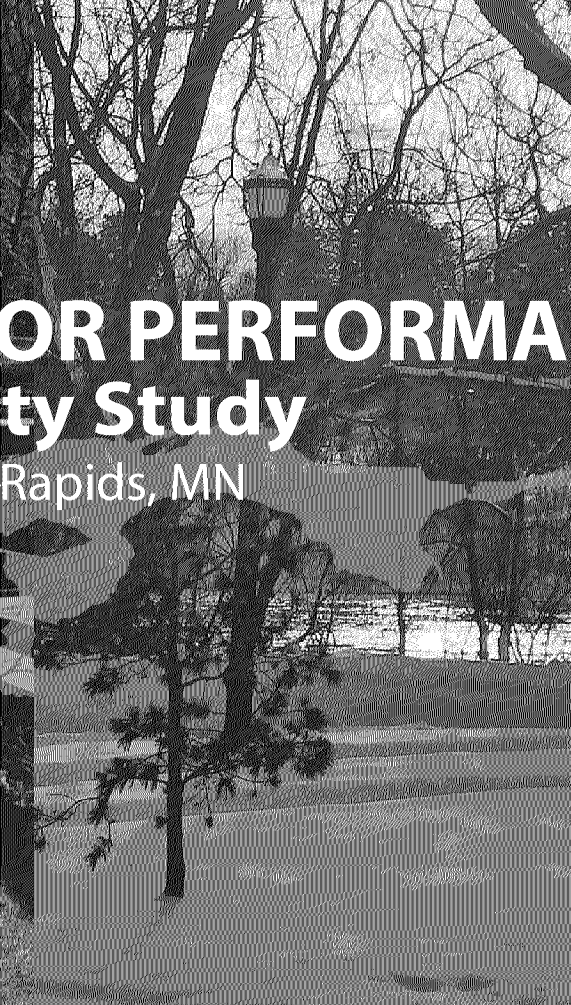
Legislation Details (With Text)

File #: 17-0368 **Version:** 1 **Name:** Riverfront Venue
Type: Agenda Item **Status:** CC Worksession
File created: 5/22/2017 **In control:** City Council Work Session
On agenda: 6/12/2017 **Final action:**
Title: Review Riverfront Venue Feasibility Study
Sponsors:
Indexes:
Code sections:
Attachments: [Outdoor Performance Venue Study Percent DRAFT.pdf](#)

Date	Ver.	Action By	Action	Result
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Review Riverfront Venue Feasibility Study

OR PERFORMANCE VENUE ty Study Rapids, MN



THE CHAIR

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EMENTS

Grand Rapids Arts and Culture Commission Working Group

John Connelly
Harry Smith
Kathy Dodge
Sojna Merrild
Amy Dettmer

Grand Rapids Arts and Culture Commissioners

Lois Bendix
Harry Smith
David Marty
Kathy Dodge
Myrna Peterson
John Connelly
David Dobbs
Karen Walker
Sonja Merrild

City of Grand Rapids

Amy Dettmer
Michelle Palkki

Special Thanks

Grand Rapids Area Library
KAXE, Northern Community Radio
Forest History Center

Consultant Team

LHB, Corp.
Donjek, Inc.
Bruce Jacobson





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over 11,000 residents and an emerging arts scene, has a rich history of arts performance.

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Image Credit: *Gems of Itasca: The Series - The Showboat Edition*, <https://www.youtube.com/watch?v=jBpEGVmpeP8&feature=youtu.be>

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Historical Record

Started in 1956 by Lois Gildemeister, the only outdoor live theater stage on the Mississippi River entertained audiences of up to 1,100 people. After serving the community for 60 years the venue closed in 2015 in a land swap between the Blandin Paper Company and the City of Grand Rapids.

The tradition of entertainment along the banks of the Mississippi in Grand Rapids is acknowledged through the desire and commitment of the Grand Rapids Arts and Culture Commission and through the feasibility study for an outdoor performance venue, to continue the legacy of performance on the river.

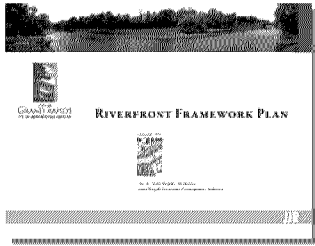


July 3, 1965 Lois Gildemeister directs the showboat, *Star Tribune* (October 17, 2015)

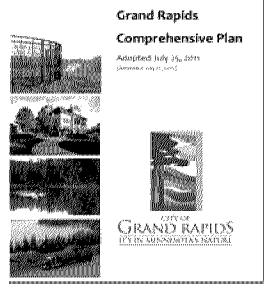
MISSION GOALS

has a rich history of arts and culture planning.

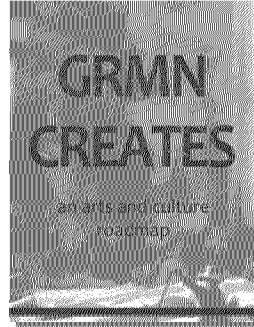
arts community plays an important economic role in the region. Arts and Culture are a core component of daily life in Grand Rapids, from the connection to cultural organizations like the Judy Garland Museum, and the Minnesota Forest History Center; to fine arts organizations like the Grand Rapids Art Center and the Reif Performing Arts Center. Art and culture events, activities and happenings occur at all scales, from individual and small group scale. City goals and policies look to foster and enhance engagement with the arts at all scales. The following city planning documents, policies and programs.



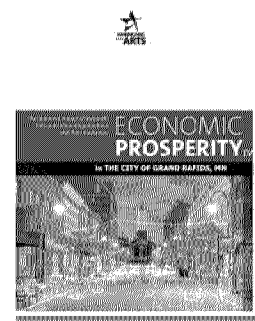
A community driven master plan providing guidance related to riverfront and adjacent economic development and redevelopment opportunities.



City goals, objectives and implementation priorities



City arts and culture planning, recommendations and implementation strategies



Economic impact analysis of the arts and culture industry in the City

2011

2011 (Amended 2015)

2015

2015

KEY THEMES

- Promote and improve the festival area and performance stage along the river.
- "Construct a riverfront amphitheater within the waterfront plaza" Also proposed budgeting \$450K for a waterfront plaza and \$185K for an amphitheater.

- Integrate the visual and natural functions of the Mississippi River into riverfront development.
- Improving the connection of the City's urban area to the natural infrastructure within and adjacent to the urban area.
- Better utilize the River as an economic asset.

- Enhance Grand Rapids' distinctive identity through arts and culture.
- Foster inclusive arts and cultural offerings and expand access.
- Use the arts to animate the physical realm and improve connectivity.

- \$5.1 million dollars in total arts-related economic activity.
- \$2.8 million dollars by nonprofit arts and culture organizations and an additional \$2.2 million dollars in event related spending by their audiences.

avors to clarify the need for an outdoor performance venue on the Grand front.

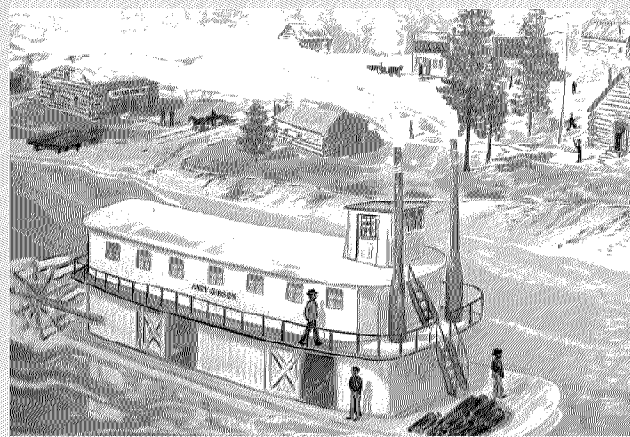


Image Credit: Gems of Itasca: The Series - The Showboat Edition, <https://www.youtube.com/watch?v=jBpEGVmpeP8&feature=youtu.be>

Foundational Work

The Feasibility Study dovetails the goals outlined in the 2015 Arts and Culture Roadmap (GRMN Creates):

- Goal 1- Enhance Grand Rapids' distinctive identity through arts and culture
- Goal 2- Expand opportunities for lifelong arts learning
- Goal 3- Foster inclusive arts and cultural offerings and expand access
- Goal 4- Use the arts to animate the physical realm and improve connectivity
- Goal 5- Foster support for artists and arts and cultural organizations



Stairwell Painting, Central School by Ted Tinquist (1958)

IVES

through the Arts and Culture Commission, sought proposals for the
study in 2016.

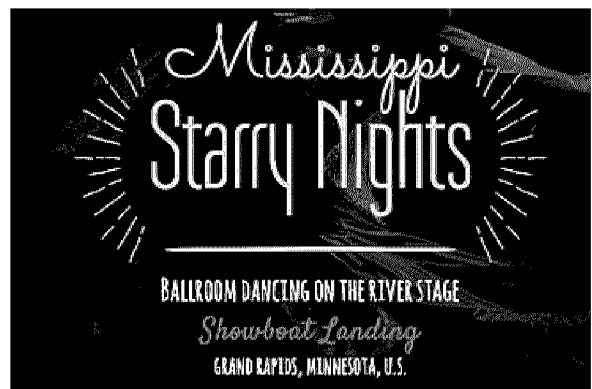
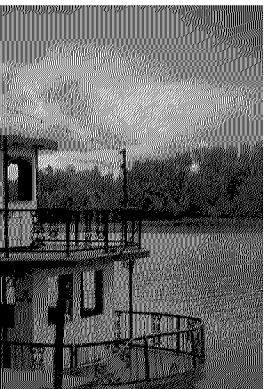
ified in the City's arts and culture plan (GRMN Creates and arts and culture roadmap) the Commission invited
to examine, evaluate, measure and summarize the need for and potential users of a new or expanded outdoor
the Grand Rapids Mississippi Riverfront. As part of the study the Commission required a public process with the
meaningful participation while fostering a sense of ownership among community members. The study divided in
following:

summarize the need for and potential users of a new or expanded outdoor entertainment venue on the Grand Rapids Riverfront.
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nt capabilities
successful facility management structures in other communities
aining to the economic benefit of similar venues

up to three site options for outdoor performance venues
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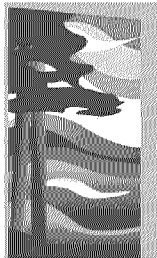


INVOLVEMENT

er is to give voice to the priorities and concerns of a community. To rest of the community.

the level of sophisticated input and engagement the project received from neighbors, organizations, business owners, and value, was the role of the Grand Rapids Arts and Culture Commission who fostered enriching opportunities for discussion, ty. The process included the creation of a Working Group, made up of five Commissioners, who provided valuable insight and throughout the process. This included affirming project goals and objectives, developing guiding principles and attendance of consultant team, community members and City staff. Indicated below are some of the many stakeholders we engaged as part

MACROSTIE ART CENTER
celebrating 50 years



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IT'S IN MINNESOTA'S NATURE



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90.5 **KBXE**



PRINCIPLES

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Reflect a broad range of community ideas and voices

Engage a broad cross-section of the community to co-create a process and design that best reflects our area.

Provide a unique Mississippi River Experience

Develop a design for a venue that strengthens our community's relationship with the river.

Ensure a financially feasible project

Ensure the scope of project is within the community's capacity to build and sustain.

Create an environmentally sustainable space

Incorporate local resources in an authentic way minimizing the impact on surrounding landscape, and showcasing the natural habitat of the Mississippi River.

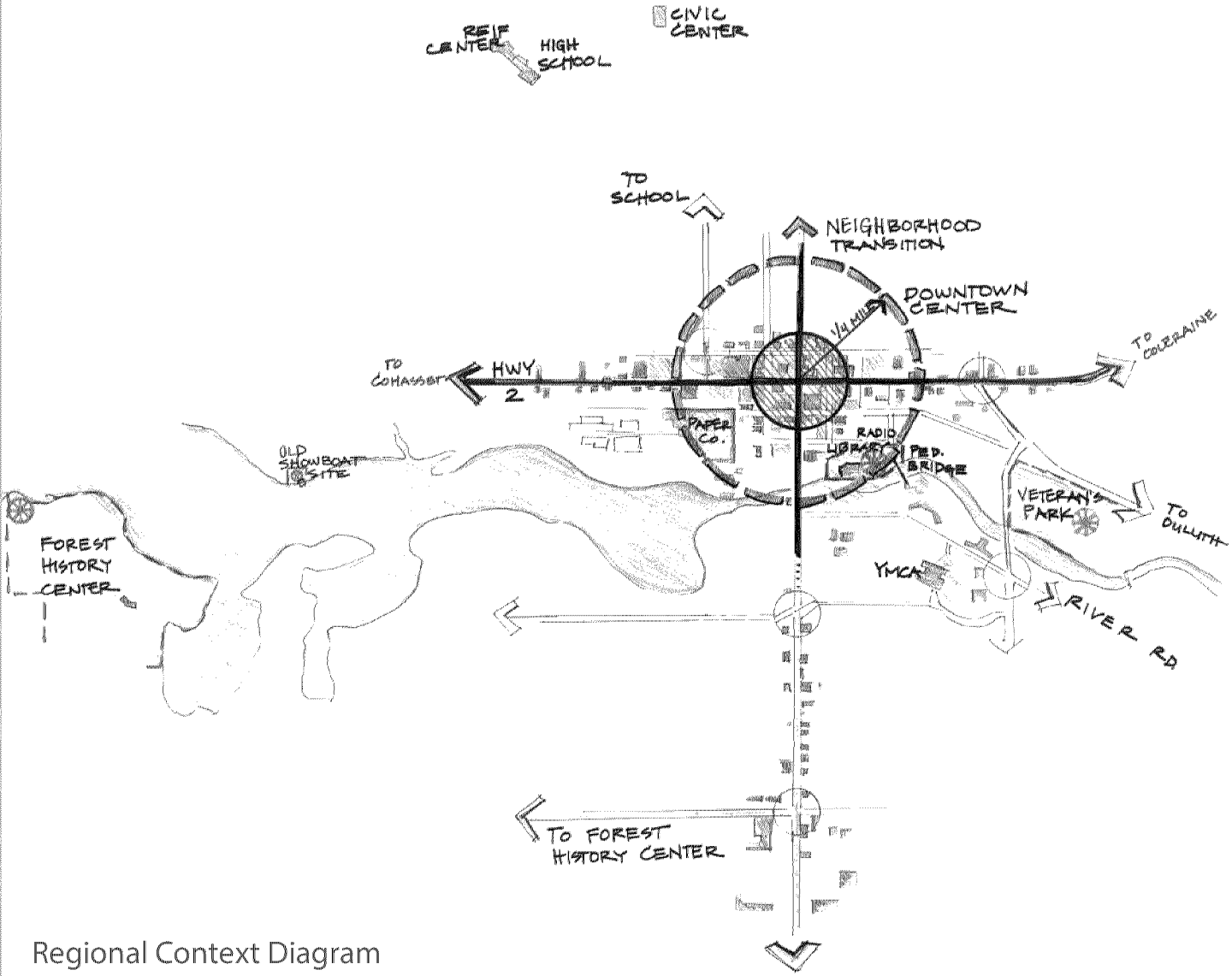
Promote economic development

Accommodate and encourage a diverse range of local and regional uses and act as a catalyst for community connections and growth.



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Regional Context Diagram

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LAND ANALYSIS

Snapshot

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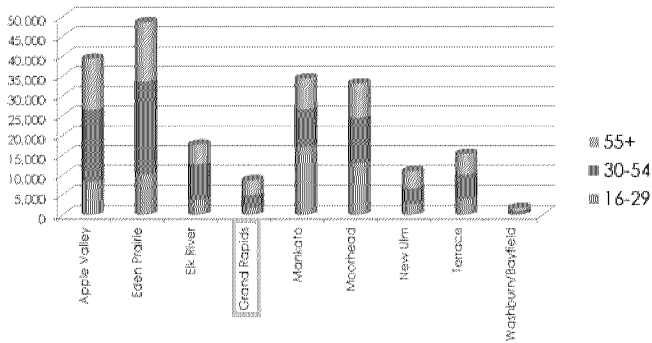
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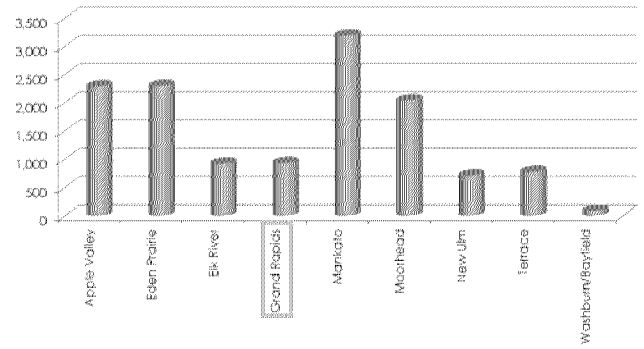
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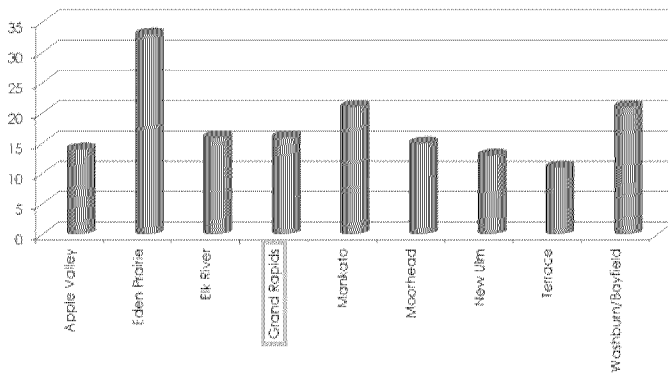
Each Community's Employment Stacked by age group



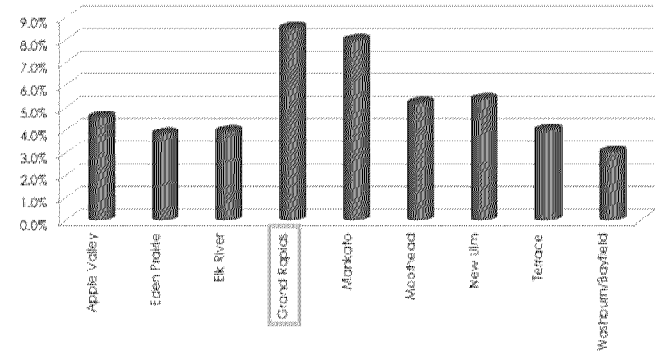
Resident Artists (By census definition)



Arts, Entertainment, Recreation Establishments



Resident Artists as proportion of population



American Community Survey, 2011-15 (latest release).

DEMAND ANALYSIS

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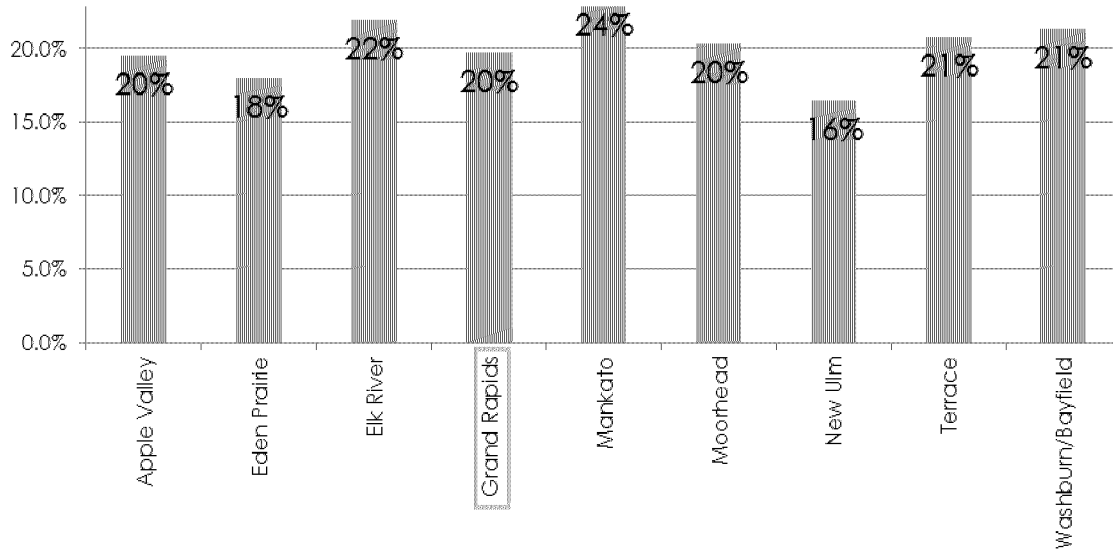
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Finance

Median Housing as percent of median income



American Community Survey, 2011-15 (latest release).

Establishments information uses data for North American Industry Classification System (NAICS) category 71: The Arts, Entertainment, and Recreation sector.



Image Credit: Gems of Itasca: The Series - The Showboat Edition, <https://www.youtube.com/watch?v=jBpEGVmpP8&feature=youtu.be>

EVALUATION

venues

Facilities in Minnesota and Wisconsin were reviewed to support the examination and study of the ability of an outdoor performance venue. In the review, features considered included the local marketplace, demography, and characteristics of the arts environment in each community.

Venue	Location	Setting	Capacity	City Population
Grand Rapids Riverfront	Grand Rapids, MN	Riverfront	Unknown	11,000
Staring Lake Amphitheater	Eden Prairie, MN	Lakeside	400	60,000
River's Edge Commons Park	Elk River, MN	Riverfront	3,000	23,500
Vetter Stone Amphitheater	Mankato, MN	Riverfront	2,000	40,000
German Park Outdoor Amphitheater	New Ulm, MN	Urban	350	13,300
Lake Superior Big Top Chautauqua	Bayfield, WI	Lakeside	950	3,000
Terrace Mill	Glenwood, MN	Riverfront	Unknown	2,530
Weesner Family Amphitheater	Apple Valley, MN	Pastoral	1,450	50,200
Bluestem Amphitheater	Moorhead, MN	Riverfront	3,000	39,400

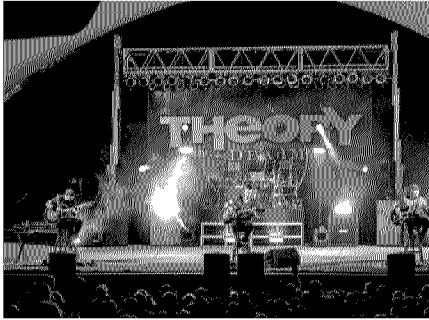
Donjek analysis and interviews.

EVALUATION

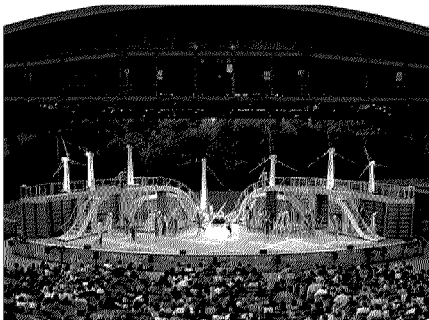
River's Edge Commons Park
Elk River



Vetter Stone Amphitheater
Mankato



Bluestem Amphitheater
Moorhead



German Park Outdoor Amphitheater
New Ulm



Terrace Mill
Willmar



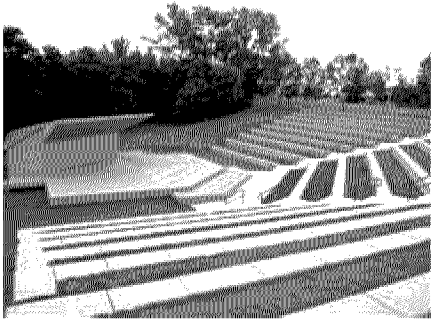
Weesner Family Amphitheater
Apple Valley



Lake Superior Big Top Chautauqua
Washburn/Bayfield, WI



Staring Lake Amphitheatre
Eden Prairie



The Showboat Landing
Grand Rapids



PURPOSE

ANALYSIS

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RECOMMENDATIONS

LAND ANALYSIS CONCLUSIONS

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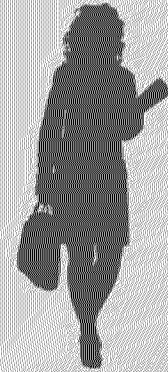
“There seems to me no lack of interest around Grand Rapids. KAXE has a nice stage and it's a good program. But it's only one week per summer they produce an event. In my view, the key question is can the site accommodate needs like food and traffic ongoing?”



“All the planning by the City and others points toward a riverfront venue. State legislators liked the Forest History Center site because parking, ticketing, restrooms, all are on site already; facilities management bandwidth already in place. An agreement with the City and others that use it – this could work well.”



“The Showboat was a big loss, but the level of interest in performance has only grown in recent years. Especially if linked up with partners like the Reif or the School District, I'm very confident a venue would be a huge success.”

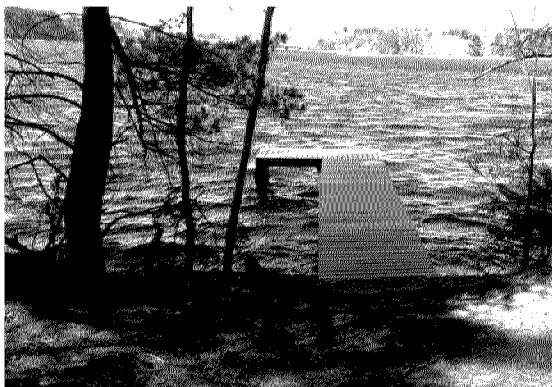


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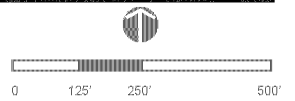
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and wetlands along the shoreline.

- Distance from existing infrastructure (parking, utilities) to new riverfront venue is considerable.
- Significant site upgrades would likely be required for river proximity and to accommodate ADA accessibility.

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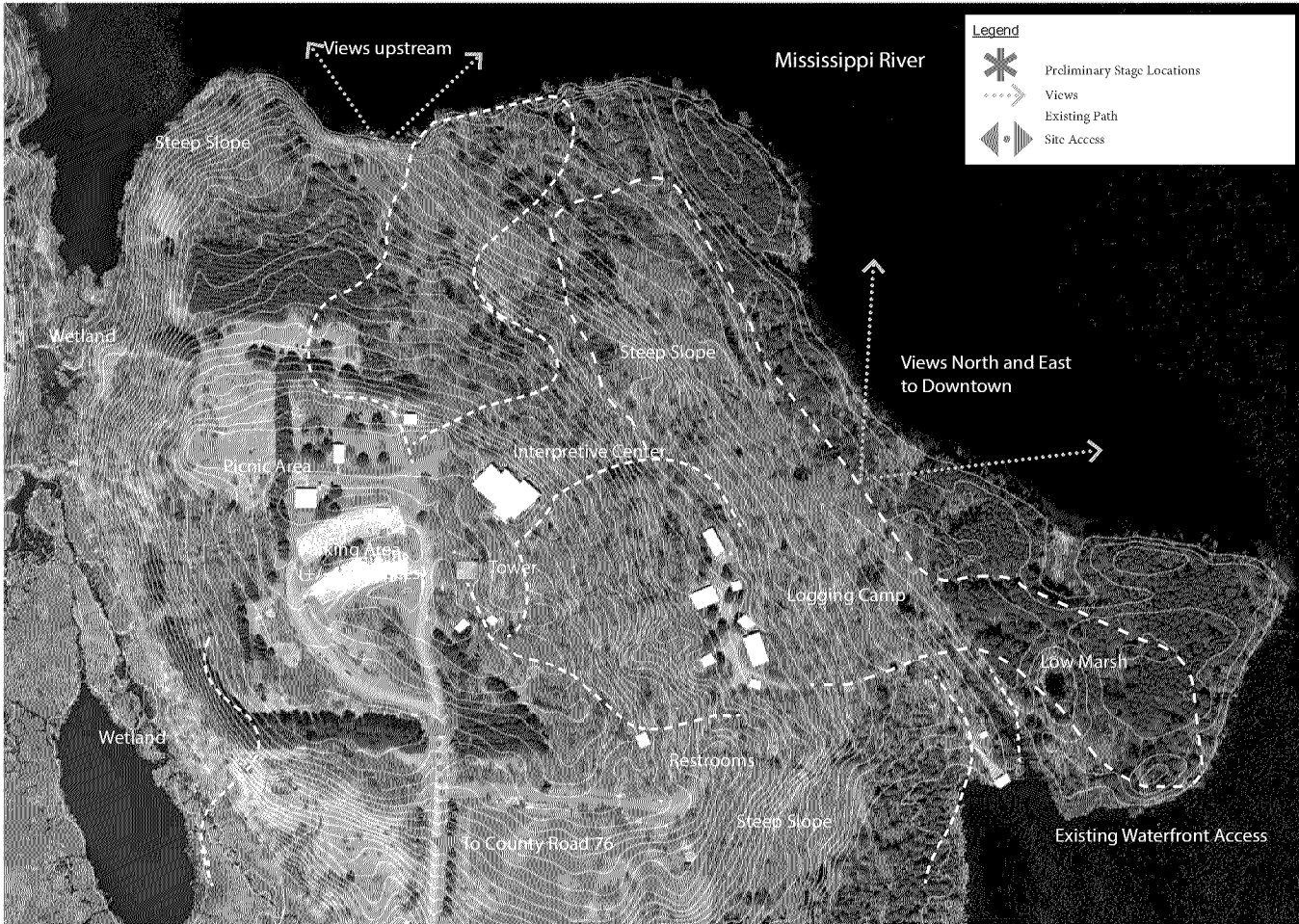
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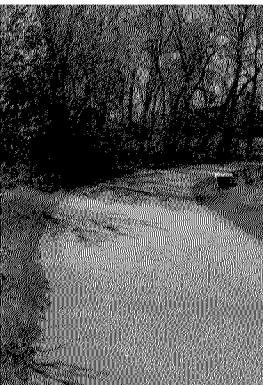
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Northern Community Radio



PURPOSE

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RECOMMENDATIONS

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COMMUNITY RADIO

Constraints



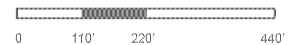
- The existing radio tower is an undesirable structure which may create a site or circulation constraint as relocating the tower may not be feasible.

COMMUNITY RADIO

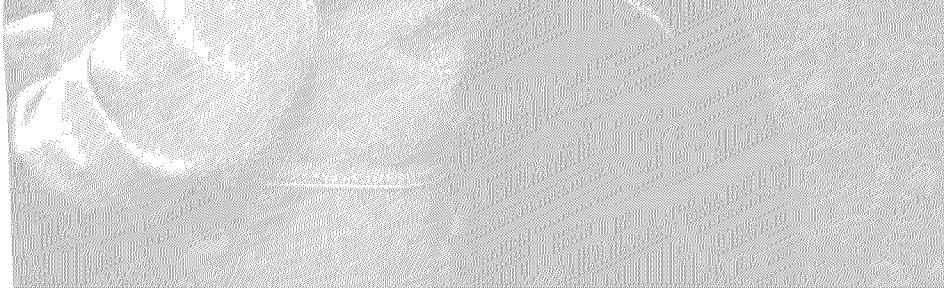
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Grand Rapids Arts and Culture Commission along with consultants hosted the first of two public meetings to report on the feasibility and need for an outdoor performance venue. Approximately 35 people attended the meetings and participated in small group discussions covering topics ranging from project values, site benefits and drawbacks, opportunities, and challenges. The following represent preliminary perspectives:

Northern Community Radio

Benefits

- Walkable from Downtown
- Potential to adapt to a range of event types
- Existing trails connect broadly to community

Drawbacks

- Radio tower location may pose a constraint to design
- Site will require additional investment in amenities
- Existing undesirable uses occurring at the site

Veteran's Memorial Park

Benefits

- Site topography could be utilized for amphitheater style seating
- Pedestrian bridge connects to Oakland Park & adjacent neighborhood
- Intimate setting

Drawbacks

- Would require site modifications that may impact existing tree canopy
- Site will require significant investment in amenities (i.e. utilities & parking lot)
- Dog Park may need relocation

Grand Rapids" complimentary Minnesota Historical Society

own economic opportunity for

potential industrial uses

segregated entrance)



Northern Community Radio

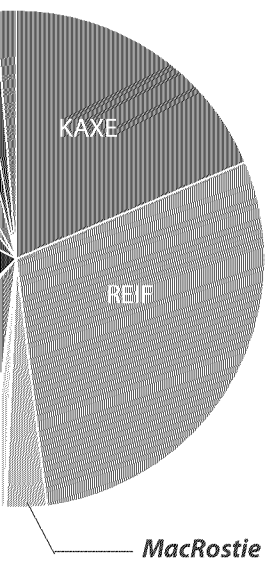


Veteran's Memorial Park

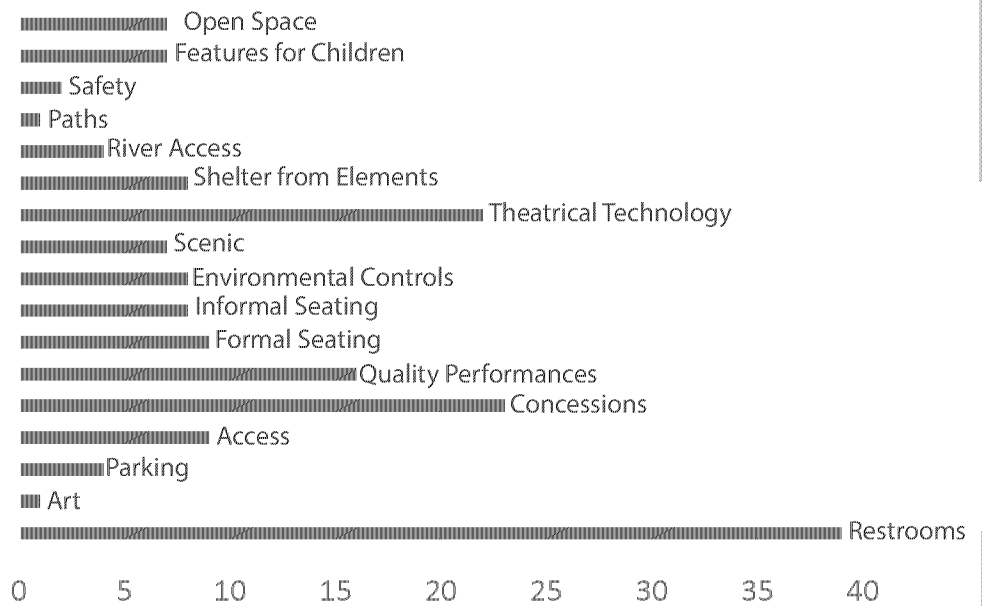
A collection of survey responses on four questions. A weblink was hosted on the Grand Rapids Arts and Culture website for a duration of eight weeks. The intention was to gather specific data on preferences, perceptions and desires for ownership and amenities desired at an outdoor performance venue. Oftentimes online surveys are used to gather input from an alternative sector of the population. The intention of the survey was not to vote on most popular features but to gain a range of perspectives from a portion of the community who may not have engaged through meetings.

Which neighborhood in town that is best suited to run and host an outdoor performance venue?

GRAND RAPIDS ARTS



What chief amenities would an outdoor performance venue host?



Survey data collected using online survey tool Survey Monkey -February 2017-April 2017.

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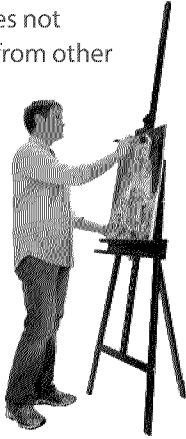
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Ability Study Grand Rapids, Minnesota

"Venue does not take away from other venues"



"Regular programming schedule"



"Ultimately contributes to quality of life of people who live here"



"People who attended leave fulfilled by the event"



"Honors the setting and the river, and enhances the community"



"Community has a sense of ownership"



"Diversity of attendees"



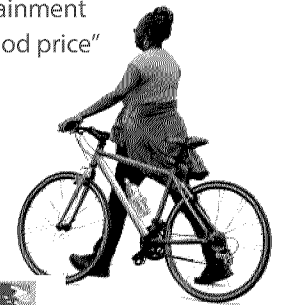
"It's a beautiful and cozy and cool place to hang out."



"We need a site that will continue to engage the broader community and our visitors"



"Quality entertainment at a good price"



PURPOSE

ANALYSIS

ENGAGEMENT

RECOMMENDATIONS

June 2017



PERFORMANCE DESIGN



April 4-5, 2017

The LHB consultant team facilitated a 2-day workshop to address operational strategies, site programming and exploration of two site options

Site Evaluation Matrix

Handwritten note: CAN YOU THINK OF OTHER CRITERIA?

SITE	Ecological Attributes				Physical Characteristics								Site Development Considerations				Political Characteristics			
	Wetlands	Shoreland	Flood Plain	Soil Pattern	Site Area	Lot Layout	Topography	Street Sitings	View	Access	Site Access	Site Access	Site Access	Site Access	Site Access	Site Access	Site Access	Site Access	Site Access	Site Access
FOREST HISTORY CENTER	+	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
NORTHERN COMMUNITY RADIO	-	-	-	-	0	+	+	0	0	0	0	0	0	0	0	0	0	0	0	0

KEY: + PLUS, - MINUS, 0 NEUTRAL



ing Session

ng session was to dig deeper into design priorities including identifying operational must-haves and exploring
els and roles. The first exercise, LHB requested the group to identify the most important features using an
matrix developed to prioritize key features and facilities as part of the outdoor venue. The Commission
of operational requirements; Facilities Program, Security/Maintenance, Management. Within the categories, the
e level of service provided for key areas or program elements. The findings include:

Security and Maintenance

- Site Security/Lighting: Must-have parking and pathway lighting
- Facility Security: Not needed-explore a modest manual lock system for stage area
- Site Maintenance Plan: Must-have: basic grounds maintenance including lawn mowing, trash service, and snow removal.

Management

- Reservation/Programming Personnel (Daily Operations): Must-have seasonal part-time staff.
- Legacy, Capital Improvements & Finance Committee (Long-term Operations): Must have-partially paid/designated position.

portable toilets, Desired-
ve-moderate furnishings
s, benches, bike racks,
e-a combination of
wn seating
have minimum of 50
spaces, explore overflow
g alternatives
flexible outdoor space
dors including an
e a canopy or cover for the

em: Must Have-stage
desired-stage with acoustic,
atures.



agement models to the Commission for discussion. The purpose was to gain consensus from the group on what for the long-term viability and ongoing operation of an outdoor performance venue.

Private

Private business, company or entity providing services to the community with the ability to derive direct financial benefit from management, operation, and promotion of a site. Management could be run by a restaurant or brewery, a performing company or a foundation.

"Friends" Group / Conservancy*

Generally, a smaller, primarily volunteer-led organization or entity responsible for space management and stewardship. Any financial benefit derived from activities on site generally go back to organization for operational expenses.

Department responsible for space and managements. Usually are funneled back to operation, and site management. Generally means the management through a city department

INCREASE PUBLIC
WELL-BEING
SUBJECT TO
POLITICIAN'S
INFLUENCE
WOULD THIS IMPACT
QUALITY OR
FLEXIBILITY

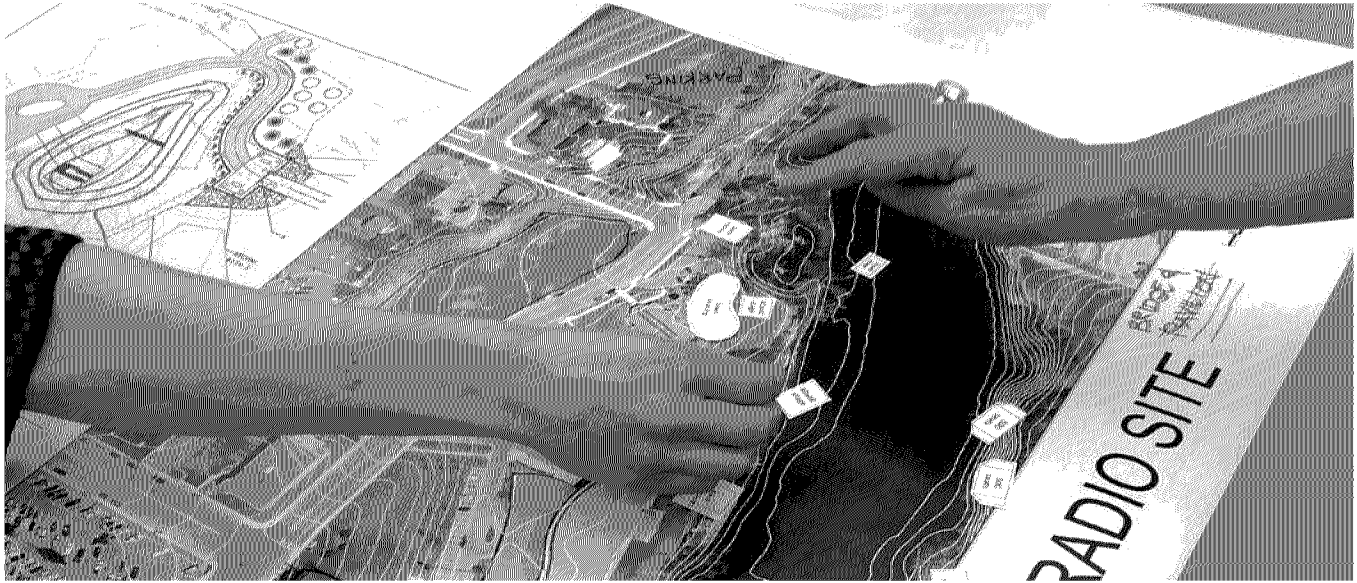
APPROPRIATE MATH
LEAVE MORE
UNLAWFUL
WILL HAVE TO BE
ABLE TO OFFER
AN UNUSUAL LEVEL
OF SERVICE
MULTI-PURPOSE
PUBLIC GOOD
FINANCING
BECAUSE
DON'T WANT TO
LOST THE LEASERS
GREENER FLEXIBILITY
- THE DESIGN
WILL BE
FOR THE
PUBLIC

RESPONSE AS A LIBRARY
OPPORTUNITY
A LOT OF INITIAL
EXCITEMENT
IF THE LEASERS
ARE NOT

CONTINGENCY
PLAN?
WHAT IS LONG
TERM STRATEGY?
CHANGE IN
LEADERSHIP /
PARTICIPANTS
WHAT IS STRUCTURE
OF ORGANIZATION?
SO ICB
HOW IS DIRECTORIAL
ARE THERE ENOUGH
"FRIENDS"
"FRIENDS" ARE ASKING

Model emerged through conversation, privately-owned public space. This model will be in the recommendations section of the document.





Key Take-Aways

Forest History Center

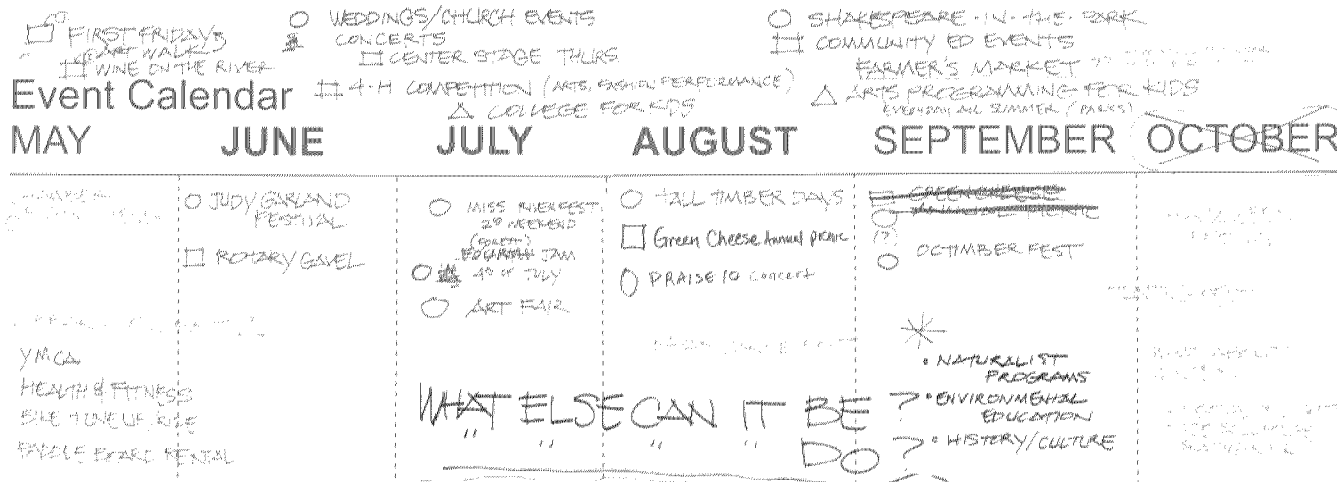
- Parking is plentiful
- Capacity to host large events
- Dovetails with Minnesota Historical Society's future planned programming at the Forest History Center.
- Would require additional infrastructural investments.

Northern Community Radio

- Location is already established as a gathering space in Grand Rapids.
- Potential for two alternative stage locations
- Can accommodate new investments for restroom and concession facilities
- Parking and traffic management would require additional coordination.



as organized in a "round-robin" style with modules for interactive participation. Participants broke into two programming, partnership and design exercises.



Events

Existing Events

- Judy Garland Festival
- Rotary Gavel
- Chamber Fishing Opener
- Mississippi Riverfest
- Forest Jam
- Tall Timber Days
- Green Cheese Annual Picnic
- Praise 10 Concert
- Octimber Fest
- Shakespeare-In-The-Park

Planned Events

- Library concerts
- YMCA health and fitness events
- Bike tune-up/rides
- Paddle board rental
- Art fair
- 4th of July festivities
- Kayak and canoe festival
- Farmer's Market
- Art programming for kids
- Community education events
- 4-H competitions
- Center Stage Thursdays
- Wedding/Religious events
- First Friday Art Walk
- Wine on the river
- Naturalist programs
- Environmental education
- History and culture conversations
- Halloween festival
- Hunting festival
- Winter Ice Sculpture
- Skating Rink
- Festival of lights

FIG #2

Provide an overview of a range of architectural features, finishes and canopy types. LHB provided the group with visual scales and comparisons against local stages in Grand Rapids. A second activity challenged the group to prioritize features at an outdoor performance venue using a selection of 36 different images formatted as small cards.



TIONS

...33
...34
...35
...36
...37
...38-39
...40-43
...44-45
...46
...47



Center and the Northern Community Potential

...ent venue, yet a preferred site did not emerge during the 2-day workshop. After further site evaluation and
...tant team, however, one site slowly rose to the top when continually measured against the project's goals,
...principles.

Radio

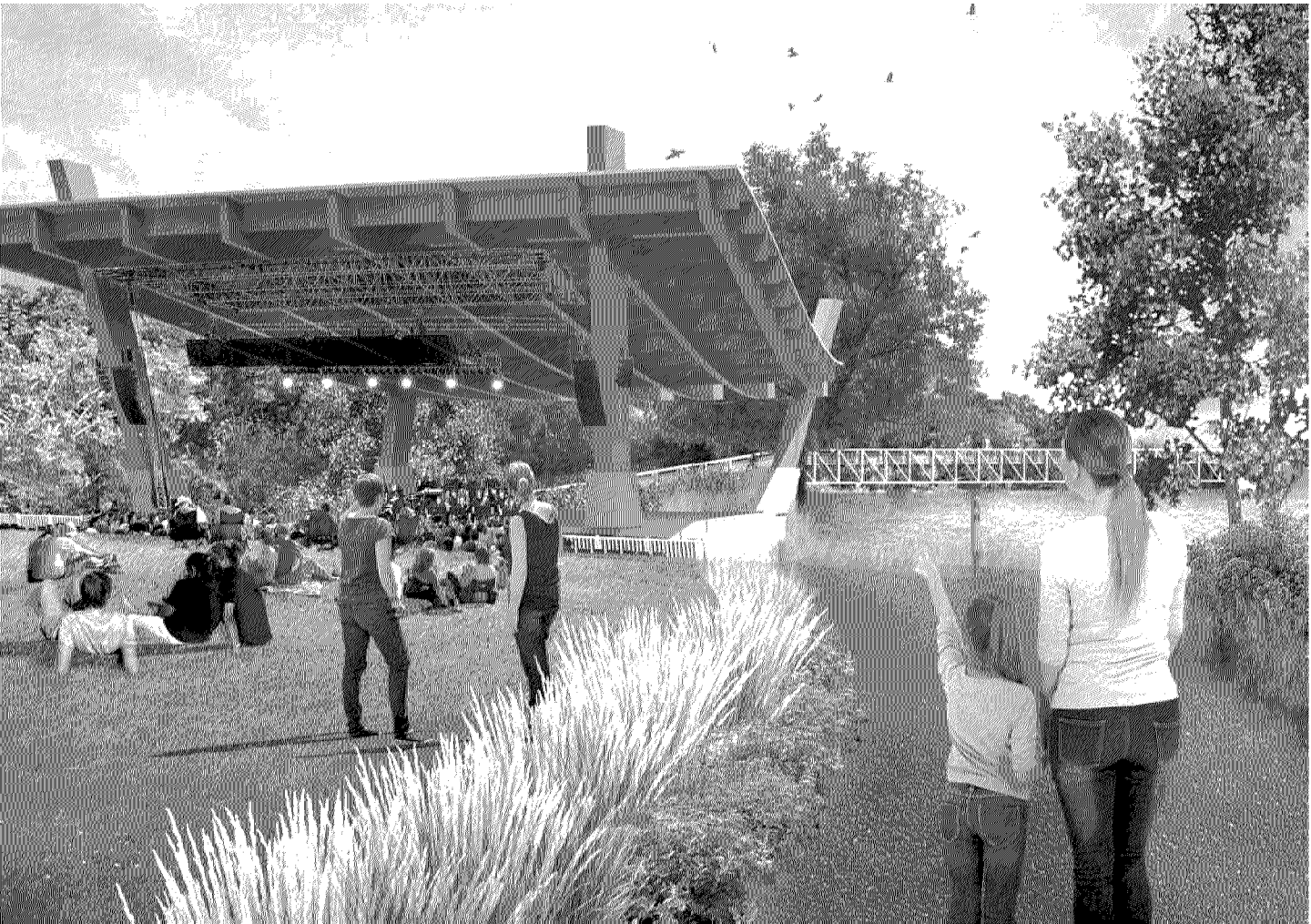
- Adjacent uses, like YMCA and library are synergistic
- Connection with river is more intimate
- Potential increase in partnership opportunities and attendance due to future hotel development
- Parking overflow can be consumed by existing downtown district
- Water and utilities are more easily accessible
- Site is currently maintained by a combination of City staff and Library staff
- Site is well known as an existing performance site
- Proposed pedestrian bridge provides additional connectivity to adjacent neighborhoods and other community organizations/assets.
- Stage could potentially be positioned in the backwater of the site, allowing for venue experience to occur from the water (by boat), while paying homage to original Showboat Landing site.



ITE PLAN- OPTION 1



Conceptual Site Plan- Option 1



with pedestrian bridge illustrated in the background.

SITE PLAN-OPTION 2



Coconceptual Site Plan- Option 2

ups, is strategically placed along the roadway to service multiple users/events.

- Additional parking for 175 spaces are located off-site but within a reasonable walking distance

of the site. There is also potential for shared parking across NW 2nd street if agreed upon by future hotel developer.



secondary stage in the background.

AL PRIORITIES

uninterrupted views to the river.

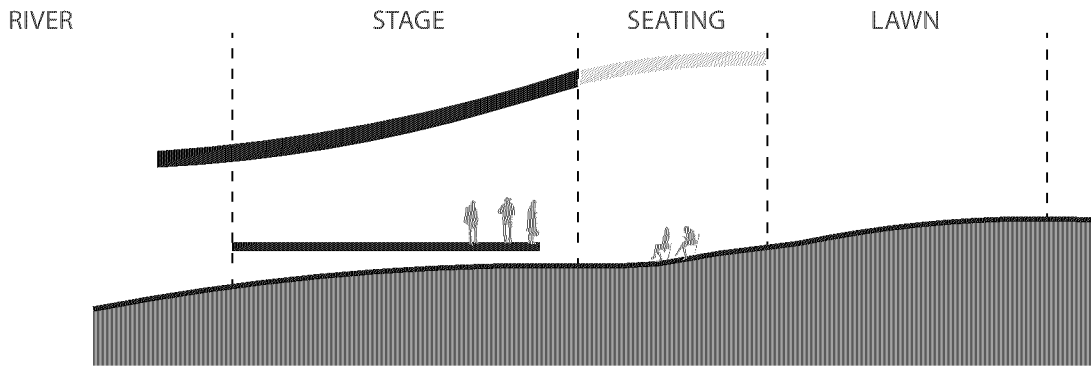
SPATIAL COMPARISON

The stage area is to be forty feet by forty feet as a basis for a formal design process. The size will allow for flexibility in programming local and touring productions of varying types.

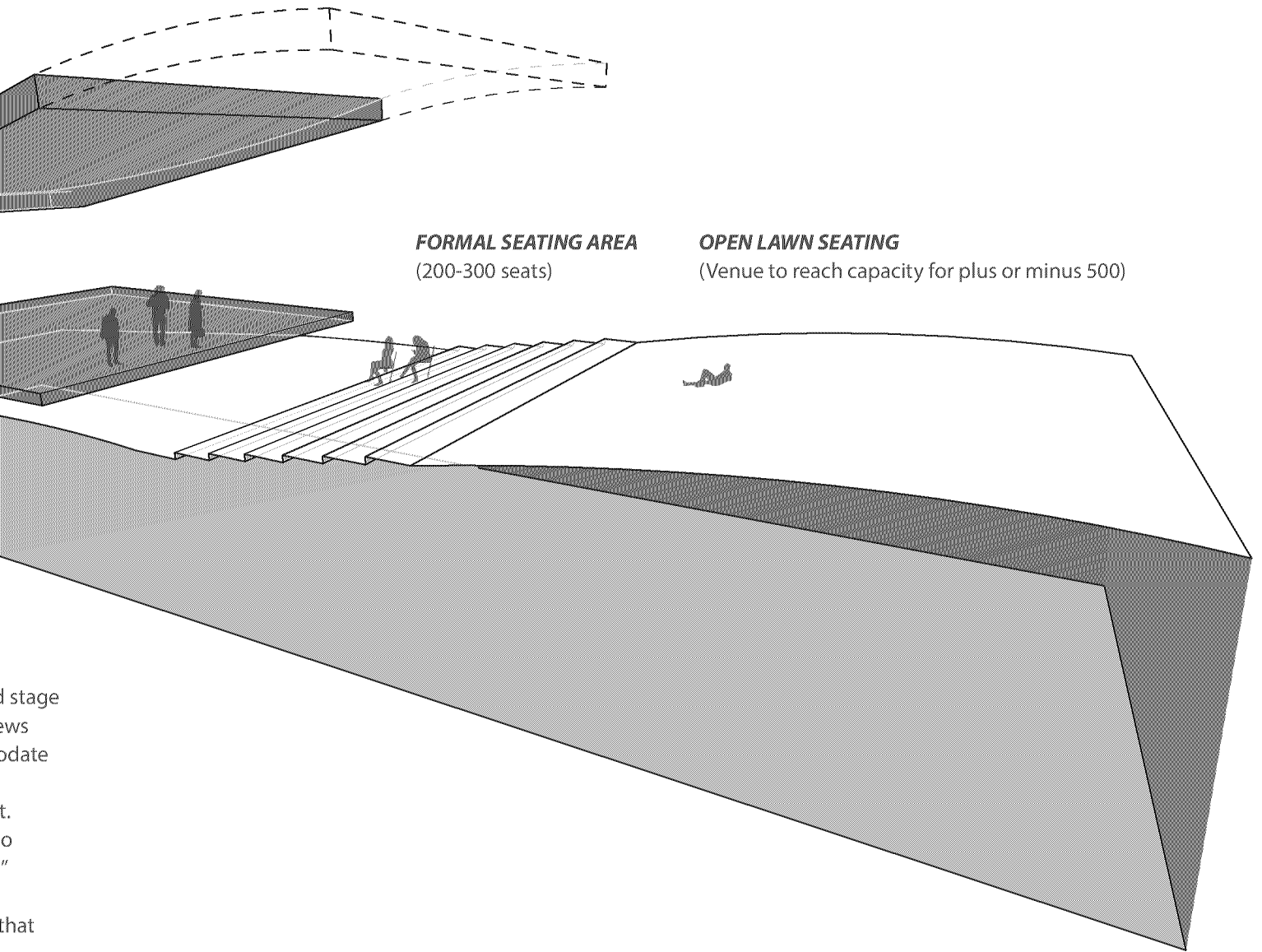
The venue must be designed to accommodate technical theatrical equipment of a professional caliber. While the extent of venue-owned equipment will be determined in the future, simple audio and basic stage lighting systems will allow for impromptu use by a larger portion of the community.

The stage will have a roof to protect from mild weather. That roof may extend over a portion of the audience in a manner similar to how the Rotary tent at KAXE can shelter an area in front of a stage. Regardless of the specific strategy, a formal design process will address the need for a covered area beyond the stage. Such an area may or may not be directly over a portion of the audience seating area, and may or may not be a permanent piece of infrastructure.

Specific material and aesthetic considerations have yet to be formally addressed.



AL PRIORITIES



FORMAL SEATING AREA
(200-300 seats)

OPEN LAWN SEATING
(Venue to reach capacity for plus or minus 500)

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PURPOSE
ANALYSIS
ENGAGEMENT
RECOMMENDATIONS

CE

of a public space have a significant impact on its success

by the community include those identified below. These features illustrate attributes the community would
ormance venue.



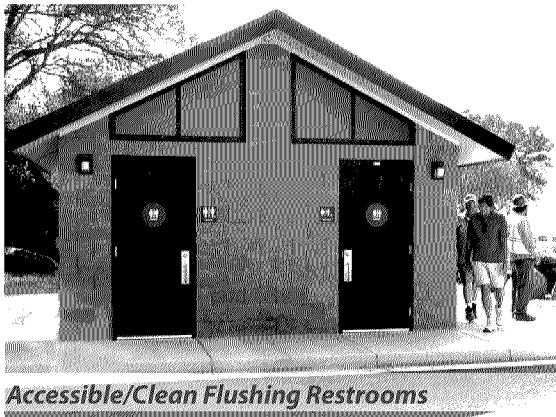
Intimate and High Quality Plantings



Subtle/Elegant Lighting



ed Stage Equipment



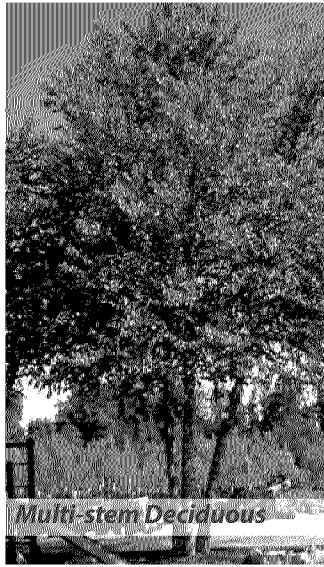
Accessible/Clean Flushing Restrooms



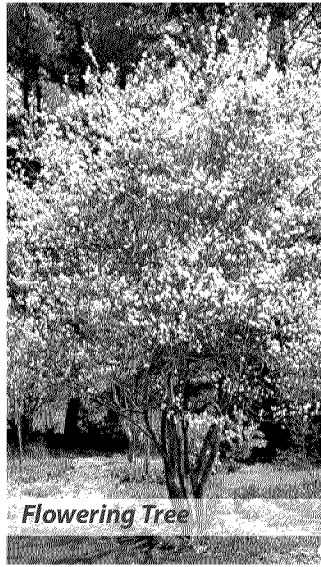
Option for Flexible Food/Beverage Concessions

Shade and Screening

Shade trees are flexible features effectively blocking harsh summer sunlight, minimizing heat loads, while transforming in the winter allowing light to warm the surface. Consider using evergreens to screen unattractive views to the north and/or as a wind break. Trees are also effective at absorbing noise as well as reducing glare.



Multi-stem Deciduous



Flowering Tree



Coniferous Hedge

Softening and Beautification

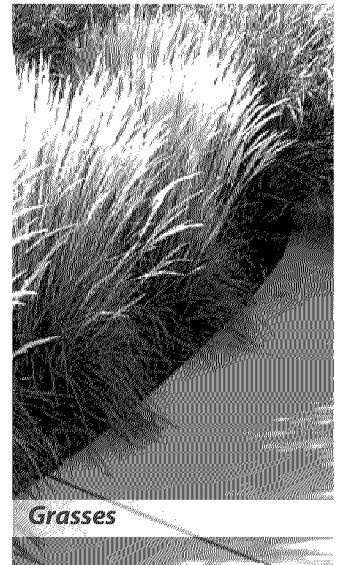
Select a planting palette that includes natives and low maintenance species with varying bloom times and textures. Recommended species include; shrub rose, bush honeysuckle, coneflowers, sedums, salvia, daylily, and a mix of ornamental grasses like prairie dropseed and feather reed grass. A well-designed planting scheme will define the space, provide a sense of intimacy, relaxation and well-being.



Perennials



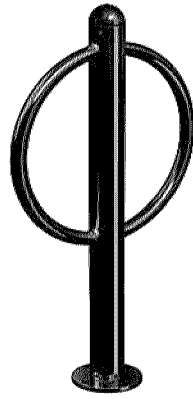
Raingarden



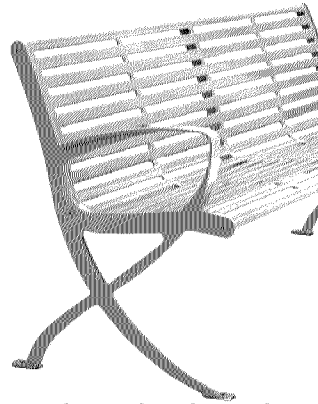
Grasses

Furnishing

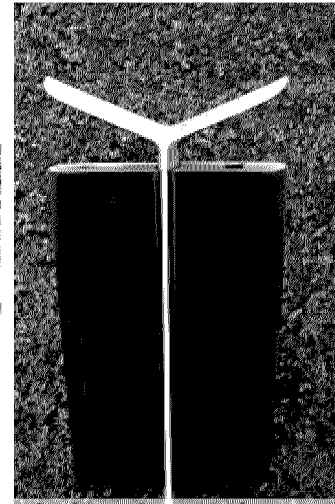
The style and materials for benches, tables, trash receptacles, bike racks and signage should be aesthetically in line with other site, yet stand out so the space is unique and easily identifiable. Dark and more natural colors, such as black or bronze, fade nicely into the landscape and don't show dirt or wear as much as lighter furnishings.



Standard Keyhole Rack



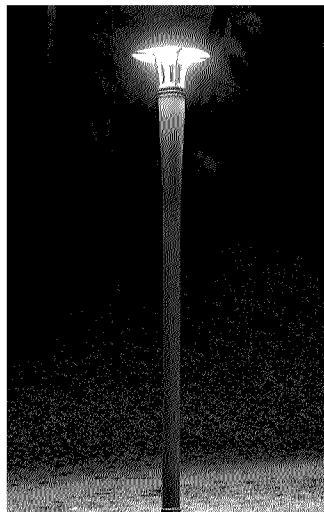
Traditional Park Bench



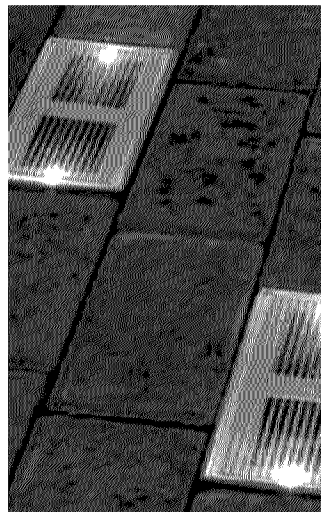
Garbage Receptacle

Lighting

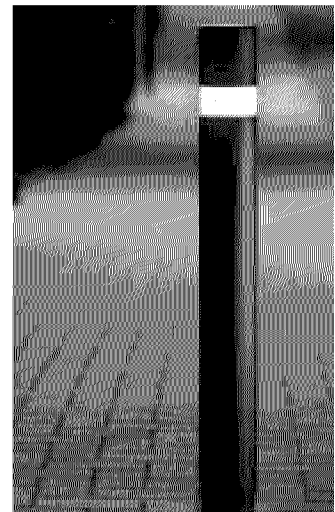
Selecting additional site lighting fixtures that match the current lightpoles in color and style will strengthen the sense of place. Bollard or integral pavement lighting are unique styles to consider for elegant pathway lighting, however they can sometimes be more expensive. Simple and classic designs are recommended as they are timeless providing flexibility with future changes.



Pole Lighting



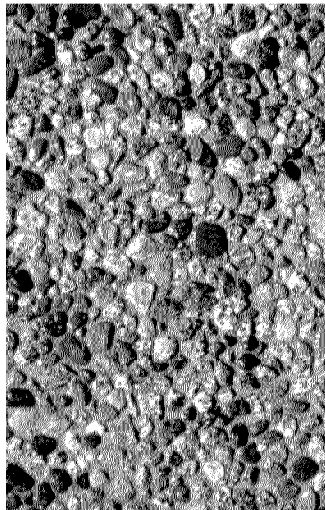
Integral Pavement Lighting



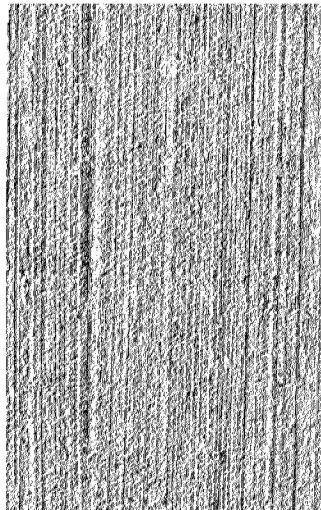
Bollard Lighting

Poured

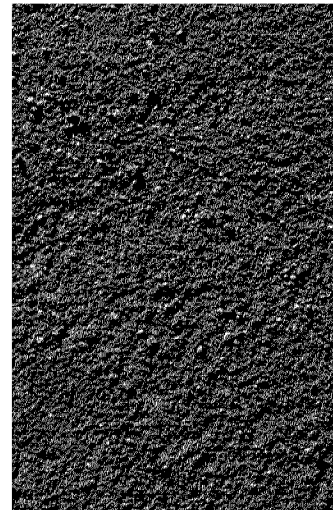
Bituminous (blacktop) or concrete are affordable and easily maintainable materials for pathways. A variety of surface treatments can be applied to concrete, adding visual interest and texture to the pathway. Poured surfaces provide for more durability, and easier mobility for strollers, bikes, and wheelchairs.



Exposed aggregate



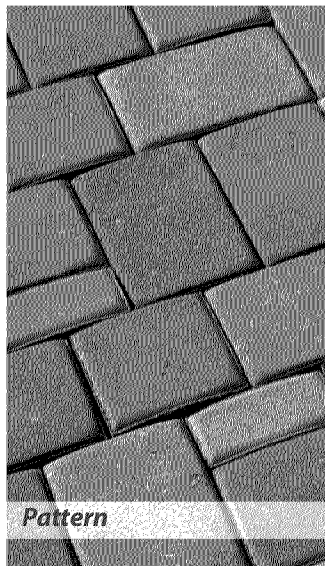
Brushed concrete



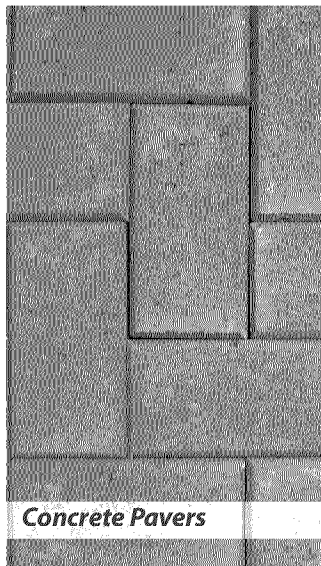
Asphalt/bituminous

Pavers

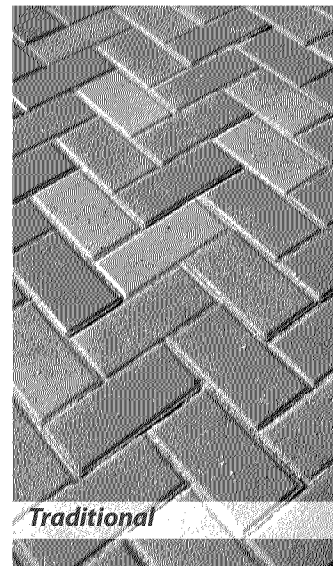
Installing a unique paver for a portion of the trail system or for a small plaza space can add character to the design. Pavers come in a variety of shapes and colors, and can even be designed to infiltrate stormwater. Though often more expensive, this option is well received by regulatory or municipal entities as there are great sustainability benefits associated with this best practice.



Pattern



Concrete Pavers



Traditional

Facility Management Recommendations

We heard from stakeholders that it may be too great a feat for just one entity to take on these responsibilities given current capacity and staffing. And we agree. Efforts to run and manage the outdoor venue space should be a shared commitment, resulting in stronger community ownership and creative programming. For these reasons, we recommend implementing a Privately-Owned Public Space (POPS) partnership model.

What is a Privately Owned Public Space (POPS)?

POPS originated in New York City as part of a zoning incentive encouraging private developers to provide spaces for the public inside or outside their buildings in exchange for greater density.

This incentive model is now active in multiple cities worldwide and commonly include plazas, small parks, and atriums.

What does it take to run a venue?

- Finances
- Booking
- Sales of Tickets
- Maintenance
- Marketing
- Traffic Management and Circulation
- Permits
- Concession Coordination
- Technology Operation
- Sanitation/ Clean-up
- Ongoing Programming/Annual programming
- Public Safety and Security
- Volunteer Coordination

Revenue Generation

With the implementation of the POPS model, our team recommends

generating revenue to put back into the long-term maintenance and operations of the site which will be essential to the sustainability of the Venue.

Sources of Revenue include:

- Concessions Agreements/Permitting
- Stage rental
- Permit & application fees
- Annual fundraising campaigns
- Donations and grants

Revenue generated through these activities should go directly to the primary provider, recommended here as Northern Community Radio. This is to ensure operational, staffing and management expenses are covered.

Facility Management Recommendations

Responsibilities

Radio

and summer concert series
 ing staff to focus on
 ment performances &
 lling
 are of property ownership

and fee collection
 ent meetings with
 calendars, review annual
 oing support measures.

Municipal Responsibilities

City of Grand Rapids and Arts and Culture Commission

- City Public Works: Continue seasonal grounds maintenance
- (mowing, snow & trash removal)
- City Parks: Community programming and educational events
- City Parks: Forestry management and landscape advisement
- City Public Works: Traffic management, site safety, and signage
- Arts and Culture Commission: Provide additional capacity and support as needed, continued support, guidance and participation in venue development and planning.

Players

- City Public Works
- City Parks
- Arts and Culture Commission

Private Partner Responsibilities

Reif Center for Performing Arts

- Provide long-term care of performance system & stage (acoustic & lighting system) equipment
- Provide mentorship and guidance to Northern Community Radio for annual fundraising campaign capitalizing on established brand & strong network in arts community
- Reif/Visit GR or Chamber: Designate ¼ staff using in-place departmental resources, assist in marketing and advertisement (webpage, posters)

Players

- MacRostie
- Grand Rapids Area Library
- Grand Rapids Arts

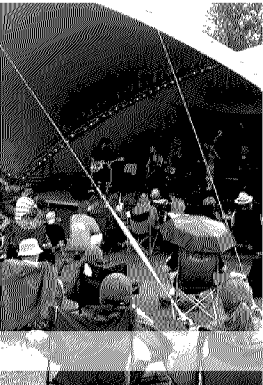


Photo Credit- City of Grand Rapids



Photo Credit- Angie Ulseth

Phase 1 (1-2 Years)

- Coordinate with City for potential State Bonding request
- Continue coordination with pedestrian bridge development and hotel development
- Form Development committee to guide Design phase of project
- Execute survey and flood plain analysis
- Develop parking agreements with the City, Grand Rapids Area Library, Northern Community Radio and Blandin Foundation
- Hire design consultant

Phase 2 (2-5 Years)

- Begin season planning for events with Development Committee
- Develop POPS agreement between City/Northern Community Radio/ and Arts and Culture Commission
- Establish online rental/permitting process for venue leasing
- Design Development of stage, auxillary buildings and surrounding landscape
- Maintenance and Operation Plan Development

Phase 3 (5 Years+)

- Construction of Stage
- Path implementation
- Wayfinding and Signage installation
- Maintenance and Operations agreement development
- Site Grading



NET PARAMETERS

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PROJECT START-UP & ASSOCIATED SOFT COSTS	
Description	Cost Opinion
Legal Entitlements/Land-Use Agreements	\$10,000.00
Site Survey	\$7,000.00
Geotechnical Investigation	\$7,000.00
Environmental Regulations	\$2,500.00
Permitting & Miscellaneous Fees	\$5,000.00
SUBTOTAL	\$31,500.00

SITE DEVELOPMENT COSTS	
Description	Cost Opinion
Sitework <i>(Includes mobilization, removals, site prep/erosion control, earthwork & grading)</i>	\$80,000.00
Stormwater Management <i>(Assumes above ground storm ponds with inlet/outlet and piping - on-site)</i>	\$35,000.00
Sidewalk Improvements/Trail Extension <i>(Assumes ADA accessibility, concrete, blacktop or gravel material)</i>	\$25,000.00
Parking Lot & Entry Drive <i>(Includes bituminous pavement, subbase and curb & gutter, assumes 75-100 spaces)</i>	\$200,000.00
Site Lighting <i>(Includes parking lot and pathway lighting)</i>	\$75,000.00
Utility Extension/Connections <i>(Includes parking lot and pathway lighting)</i>	\$40,000.00
Toilet Facility <i>(Includes parking lot and pathway lighting)</i>	\$300,000.00
Stage <i>(Includes roof structure & foundation, & performance system set-up)</i>	\$300,000.00
Site Furnishings <i>(Includes trash receptacles, benches, bike racks, & picnic tables, does not include stage seating area)</i>	\$30,000.00
Signage <i>(Includes entrance, directional wayfinding, & informational kiosk)</i>	\$15,000.00
Landscaping <i>(Includes trees, shrubs and turf establishment)</i>	\$55,000.00
SUBTOTAL	\$1,155,000.00

CONTINGENCY & DESIGN COSTS	
Description	Cost Opinion
Professional A/E Design Services <i>(assumes 10% of estimate construction value)</i>	\$115,500.00
Bidding Assistance & Construction Admin./Site Observation <i>(assumes 7% of estimate construction value)</i>	\$80,850.00
Construction Contingency <i>(assumes 20% of estimate construction value to cover unforeseen circumstances)</i>	\$231,000.00
SUBTOTAL	\$427,350.00

TOTAL PROJECT COSTS	\$1,613,850.00
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June 2017



GRAND RAPIDS
STATE HISTORICAL SOCIETY



PERFORMANCE
PROJECT DESIGN



PURPOSE

ANALYSIS

ENGAGEMENT

RECOMMENDATIONS



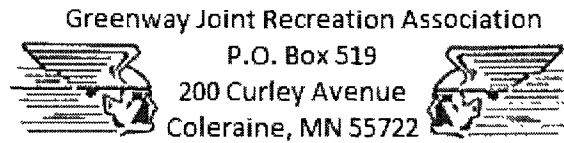
CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0371 **Version:** 1 **Name:** Greenway Recreation Board
Type: Agenda Item **Status:** CC Worksession
File created: 5/30/2017 **In control:** City Council Work Session
On agenda: 6/12/2017 **Final action:**
Title: Discussion with Greenway Recreation Board
Sponsors:
Indexes:
Code sections:
Attachments: [Letter to Council.pdf](#)
[By-Laws for Greenway Joint Recreation Assoc.pdf](#)
[Greenway Joint Recreation Assoc. Joint Powers Agreement.pdf](#)

Date	Ver.	Action By	Action	Result
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Discussion with Greenway Recreation Board



June 1, 2017

Greenway Joint Recreation Association

P. O. Box 519

Coleraine, MN 55722

Dear Grand Rapids City Council,

We, the members of the Greenway Joint Recreation Association, are writing this letter in hopes that you will reconsider withdrawing from the Greenway Joint Recreation Association. Our board represents the ten entities that are included in this association. We have one member from each of our entities that is represented on this board. Our association provides a wide variety of opportunities for recreation to all members of our school district and surrounding areas. Our taxpayers pay for their recreational services and needs and this tax is just inclusive of the residents living within the ISD 316 boundaries. By the annexation of Grand Rapids Township, you acquired some residents who are within your city boundaries but are also in the Greenway school district. By losing this financial support, we would in turn be losing about 5 percent of our taxable annual income which is an integral part in providing service to the many programs that we support. The cost for operating facilities and providing recreational programs are vital to the people of our communities. This Joint Powers agreement has been in place for nearly forty years and has been the driving force for our communities to provide recreational services for not only the residents of our school district, but also for many of our neighboring communities. Outside of our school, this is an essential resource for our area to continue to grow and prosper.

In conclusion, we hope that you recognize the importance of this issue and the impact that it will have on our Greenway Joint Recreation Association and those members that lie in this area of the City of Grand Rapids. We would like to ask that you remain with our Association and to share ideas on how we can make this beneficial to both parties moving into our future partnership together. We would like to thank you for this opportunity to meet and working to make this a great situation for all parties.

Sincerely,



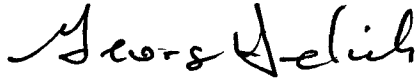
Patrick Guyer

Greenway Joint Recreation Association Director



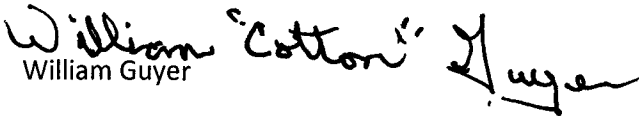
Barb Gibeau

City of LaPrairie Delegate



George Delich

City of Coleraine Delegate



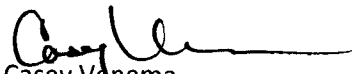
William Guyer

City of Taconite Delegate



Tom Stoll

City of Marble Delegate



Casey Venema

Lawrence Lake Township Delegate



Dwight Kessler

Trout Lake Township Delegate



Bob Lawson

City of Bovey Delegate



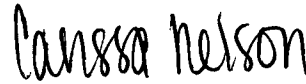
Todd Akkanen

Greenway Township Delegate



Dan Strand

City of Calumet Delegate



Carissa Nelson

Nashwauk Township Delegate

GREENWAY JOINT RECREATION ASSOCIATION

Hodgins-Berardo Arena, Coleraine, MN 55722

BY-LAWS

Revised June 15, 2015

ARTICLE I MEETINGS

SECTION 1.01 – Meetings: There shall be twelve (12) monthly meetings of the board during the course of each fiscal year. The meeting shall be held on the 3rd Monday of each month at 7:00 pm; or if that date shall fall on a holiday then on the next Monday¹. The meeting shall be held in the Hodgins-Berardo Arena in the City of Coleraine or at any other location as approved by the Executive Committee.

SECTION 1.02 – Notice Of Meetings: (a) Written notice stating the place, day and hour of the meeting shall be advertised in the official publication of the board [Scenic Range News Forum] at least ten (10) days prior to the meeting. (b) In the case of a special meeting, the place, day and hour and the purpose or purposes for which the meeting is called shall be posted at the meeting place and each board member or governmental unit shall be duly notified

SECTION 1.03 – Voting: At each meeting of the Association, each contributing municipality or governmental unit shall be entitled to one vote only by a duly appointed representative or alternate. It is the responsibility of the participating units to notify the secretary of the Association in writing confirming their official appointment.

SECTION 1.04 – Special Meetings: A special meeting of the board may be called at any time upon request of the president or by a majority of the board of directors. Business transacted at all special meetings shall be confined to the purpose for which the meeting is called.

SECTION 1.05 – Absence of Officers: In the absence of any officer, the board can designate from those in attendance, officers to conduct the business of the meeting.

SECTION 1.06 – Order of Business: The usual order of business shall be as follows:

- 1) The meeting is called to order by the president at the time and on the date of the meeting.
- 2) Roll call – quorum being present, the meeting proceeds with business.
- 3) Reading by Secretary of the minutes of previous meeting and the consideration and approval.
- 4) Treasurers report.
- 5) Report of officers.
- 6) Report of committees.
- 7) Consideration of communications.
- 8) Unfinished business.
- 9) New business.
- 10) Motion to adjourn.

¹ Implemented 1/19/2015.

ARTICLE II BOARD STRUCTURE

SECTION 2.01 – Election: The board shall annually elect a president, a vice president, a secretary, and a treasurer at its August meeting. It is not necessary for the elected officers to be a duly appointed voting representative. A nominating committee will be appointed by the board at its May meeting to submit a slate of officers for consideration to the membership.

SECTION 2.02 – Other Officers: The board may appoint such other officers and agents as it shall deem necessary from time to time who shall hold their offices for such terms and shall exercise such powers and perform such duties as shall be determined from time to time by the board.

SECTION 2.03 – Terms of Office: Officers of the Association shall hold office for one year or until their successors are chosen and qualified in their stead. President and Vice President shall serve no more than two (2) consecutive terms of the same office. Treasurer and secretary have no limit on the number of consecutive terms they can serve in the same office. Any officer elected or appointed by the board of directors may be removed by the affirmative vote of the whole board of directors with or without cause.

SECTION 2.04 – Salaries: Salaries of all officers of the Association shall be none with the exception of the secretary and treasurer. The secretary and treasurer shall be supplied with necessary equipment and supplies, reimbursed for their expenses and mileage, and given a salary if authorized.

SECTION 2.05 – President: (a) The president shall be chief executive officer of the Association; he/she shall preside at all meetings of the Board of Directors and shall see that all orders and resolutions of the board are carried into effect. (b) He/she shall execute all contracts and other legal document. (c) He/she shall be an ex officio member of all standing committees and shall have the general powers and duties of supervision and management usually vested in the office of president of an association.

SECTION 2.06 – Vice President: The vice president shall, in the absence or disability of the president, perform the duties and exercise the powers of the president, and shall perform such other duties as the Board of Directors shall prescribe.

SECTION 2.07 – Secretary: The secretary shall attend all sessions of the Board of Directors and record all votes and minutes of all proceedings in a book kept for that purpose: also shall perform like duties for the standing committees when required. He/she shall give, or cause to be given, notice of all meetings of the Board of Directors or president, under whose supervision he/she shall be.

SECTION 2.08 – Treasurer: (a) The treasurer should have the custody of the Association funds and securities, shall keep a full and accurate account of the receipts and disbursements in books belonging to the Association, and shall deposit all monies and other valuable affects in the name and to the credit of the Association, in such depositories as may be designated by the Board of Directors. (b) The treasurer shall act as liaison between the board and the professional accounting firm retained for accounting purposes. (c) He/she shall disburse the funds of the corporation as may be ordered by the board, taking the proper vouchers for such disbursements and shall render to the president and directors, at the regular meetings of the board, or whenever they may require it, an account of all his/her transactions as treasurer

and of the financial condition of the Association. (d) In case of his/her death, resignation, retirement or removal from office, all books, papers, vouchers, money and other property, of whatever kind in his/her possession or under his/her control, belonging to the Association, shall be restored to the Association.

SECTION 2.09 – Vacancies: If the office of any officer becomes vacant by reason of death, resignation, retirement, disqualification, removal from office or otherwise, the directors then in office, although less than a quorum, by majority vote, may choose a successor or successors, who shall hold office for the unexpired term in respect of which such vacancy occurred.

SECTION 2.10 – Executive Committee: The Board of Directors shall, at this August meeting, by two thirds (2/3) majority affirmative action of the board, designate five (5) or six (6), and no more than one member from any political subdivision, individuals to constitute an executive committee which shall have and exercise the authority of the board in the management of the business of the Association. Any such executive committee shall act only in the interval between meetings of the board and shall be subject at all times to the control and direction of the board. This committee shall meet at the call of any of its committee members. Due to the nature of the Association’s ongoing business, this committee shall consist of the Board President, treasurer and three (3) or four (4) additional board appointed members. The recreation director shall be the ex officio member of the board.

ARTICLE III MONIES

SECTION 3.01 – Budget and Levy: It shall be the duty of the executive committee to present to the board of directors, at the August meeting, a prepared budget for the coming fiscal year, and a proposed levy for the next calendar year. It will be the responsibility of each appointed representative of the participating governmental units to submit such proposed levy to the respective unit in time for approval prior to the levy certification deadline: September 15.

ARTICLE IV AMENDMENTS

SECTION 4.01 – Amendments to By-laws: These by-laws may be amended or altered by the vote of a majority of the whole board of directors at any meeting, provided that notice of such proposed amendments shall have been given to the directors during three consecutive meetings prior to the vote.

Revision Adopted June 15, 2015

_____ **President** _____ **date**

_____ **attest** _____ **date**

Greenway Joint Recreation Association Joint Powers Agreement

AGREEMENT OF THE CITIES OF COLERAINE, BOVEY, MARBLE,
TACONITE, CALUMET, AND LAPRAIRIE, THE TOWNS OF
GREENWAY, NASHWAUK, LAWRENCE, AND TROUT LAKE,
TO ESTABLISH A JOINT RECREATION BOARD.

This Agreement, made the first day of June, 1978, and effectively updated the first day of August, 2015, by and among the following municipal corporations of the County of Itasca, State of Minnesota: the cities of Coleraine, Bovey, Marble, Taconite, Calumet and LaPrairie, the towns of Greenway, Nashwauk, Lawrence, and Trout Lake, hereinafter called the municipalities,

Witnesseth:

Whereas, the municipalities intend to establish a joint recreation board and to set forth the powers and duties as such joint recreation board, and,

Whereas, the municipalities intend to comply with Minnesota Statutes 471.15 to 471.19, and 471.59,

Now, Therefore, the municipalities have agreed as follows:

1. A recreation board for the municipalities is created pursuant to the authority given by the Minnesota Statutes, Section 471.15 to 471.19 and 471.50.
2. The recreation board shall be known as "Greenway Joint Recreation Board".
3. The board shall consist of ten (10) members, one director to be appointed by each of the member municipalities to serve for a term of one year.
4. The fiscal year shall begin the first day of August each year and to July 31.
5. The presence in person by a majority of the members of the board, or four(4) voting members, shall constitute a quorum of the board for the transaction of business with the exception of February, May, August, and November meeting.
6. The board shall have power to operate a program of public recreation as joint agents of the municipalities. The program administered by the board may make use of public property, or private property, available for public recreation use.
7. The board may adopt bylaws for its meetings and rules governing the use of the recreation facilities under its control [attached].
8. The board may employ and fix the compensation of personnel including the employment and compensation of a director, to implement its policies.
9. The board, though not required to do so, shall have authority to do the following:
 - a) Make contracts.
 - b) Lease or own real or personal property for public recreation use.
 - c) Accept gifts of real or personal property for the public recreation purposes.
 - d) Maintaining care for public property acquired or assigned to the board for public recreational purposes.
 - e) Perform whatever other acts are reasonable and necessary to carry on a recreational program.

10. The basic revenue for the operations of the board shall be taxes levied on property situated in the territory of Independent School District No., 316 in accordance with Minnesota Session Laws 1994 amended Chapter 281 section 1.¹
11. An annual, comprehensive budget of the board, shall control the spending program within each fiscal year.
12. The revenues of the board shall be disbursed, invested and held as the revenues of the Minnesota city or township are invested, disbursed or held. Disbursements of the board shall be prepared by a certified public accountant and paid by check signed by the president and secretary – treasurer.
13. A comprehensive annual report as well as a projected budget for the next fiscal year shall be prepared.
14. An audit conducted every odd year by a certified accounting firm shall audit the prior two years.
15. This agreement shall be in full force and effect from and after the adoption by all members of a resolution authorizing the proper officers of the member municipalities to sign. The effective date shall be known as the first day of August, 2015. The term of this agreement shall coincide with the calendar year, and this agreement shall be automatically renewed unless before the end of each calendar year, a member municipality has revoked its participation.
16. The property and any surplus monies accumulated by the board, shall, upon the termination of this Agreement, the return to the members in proportion to the contributions of each. Likewise, member municipalities shall share in the liabilities of the board which may remain after the termination of this Agreement in proportion to the aggregate other contributions during the life of the Agreement.

IN WITNESS THEREOF, this Agreement is entered into by the action of the governing body of each signatory and in attestation thereof this instrument is signed in their respective names.

Revision Adopted _____, 2015 by _____
Date Member Entity

_____ Chair/Mayor _____ date

_____ attest

¹ 1994 Minnesota Session Law Sec. 33. Laws 1981, chapter 281, section 1, is amended to read:
 Section 1. [GREENWAY JOINT RECREATION BOARD TAX]
 The Greenway joint recreation board may levy a tax on the taxable property situated in the territory of Independent School District No. 316 in accordance with this act. Property in territory in the school district may be made subject to the tax permitted by this act by the agreement of the governing body or town board of the city or town where it is located. The agreement may be by resolution of a governing body or town board or by a joint powers agreement pursuant to section 471.59. If levied, the tax is in addition to all other taxes on the property subject to it permitted to be levied for park and recreation purposes by the cities and towns other than for the support of the joint recreation board. It shall be disregarded in the calculation of all other mill rate or per capita tax levy limitations imposed by charter upon them. A city or town may withdraw its agreement to future taxes by notice to the recreation board and the county auditor unless provided otherwise by a joint powers agreement. The tax shall be collected by the Itasca county auditor and treasurer and paid directly to the Greenway Joint Recreation Board.



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

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0390 **Version:** 1 **Name:** Legislative Updates
Type: Agenda Item **Status:** CC Worksession
File created: 6/6/2017 **In control:** City Council Work Session
On agenda: 6/12/2017 **Final action:**
Title: Legislative Update

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Legislative Update