



Aitkin County

Carlton County

Cook County

Itasca County

Koochiching County

Lake County

St. Louis County

---

# 2006 Annual Report

---



**Arrowhead Regional  
Development Commission  
221 West First St.  
Duluth, MN 55802**

**Phone: 218-722-5545**

**Fax: 218-529-7592**

**MN/WI Toll Free: 1-800-232-0707**

---

---

*In Memoriam...*  
**In Memoriam...**



*Clair Nelson*

*May his spirit of collaboration  
inspire us in our work  
and lives.*

*Lake County Commissioner  
ARDC Board Vice Chair*

*Also in passing...*

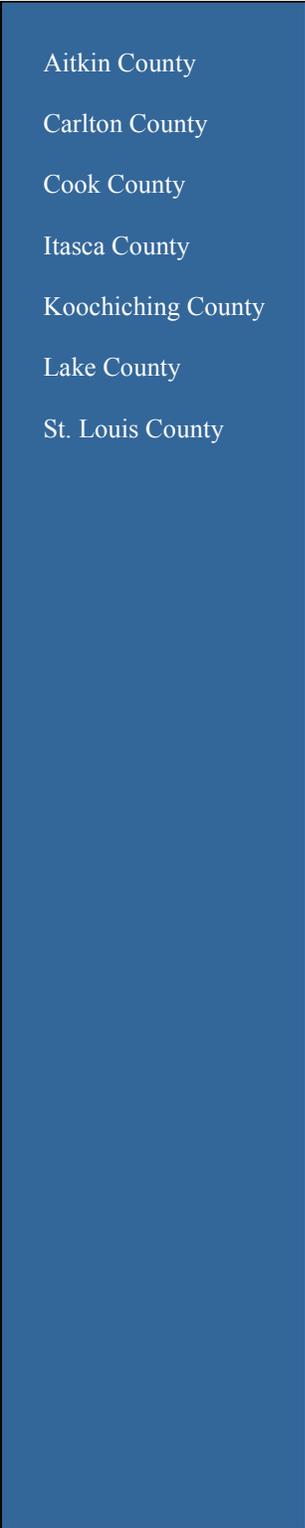
*Jon Jacoby*

*Two Harbors City Councilor  
ARDC Commission Member*





## TABLE OF CONTENTS



A Few Words From the Chair...Richard J. Brenner .....	4-5
Please Take More Than A Few Minutes...John Chell .....	6-7
America’s Byways Resource Center .....	8-11
Arrowhead Area Agency on Aging .....	12-13
Duluth-Superior Metropolitan Interstate Council .....	14-18
Arrowhead Regional Planning .....	19-21
Financial Report .....	22
Directory of Board and Commission Members .....	23-24
2006 Performance Assessment .....	25-28

*We would like to acknowledge that many of the photos throughout this report have been provided by the individual departments: Area Agency on Aging, America’s Byways® Resource Center, Metropolitan Interstate Council and Regional Planning.*



---

## A Few Words from the Chair...

---

Aitkin County  
Carlton County  
Cook County  
Itasca County  
Koochiching County  
Lake County  
St. Louis County

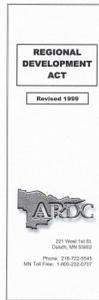
Richard J. Brenner,  
Chair

Robert Fenwick,  
Vice President

Allen Rasmussen,  
Treasurer

Peg Sweeney,  
Secretary

Every five years, the ARDC is required by statute to survey its customers to determine the effectiveness in “fulfilling the purposes of the Regional Development Act.” The 2006 Assessment and comments from our Executive Director cover the survey in some detail in other sections of our 2006 Annual Report.



But what are the statutory mandates of the Regional Development Act? I am both impressed and challenged by the specifics of the legislation. Impressed that the legislative authors in 1969 were so thoughtful and optimistic about the power of local governments working together and sharing resources. And I am challenged by the work still to be done to fulfill the expectations of this 37 year-old statute.

The original legislation (Chapter 462. 383) cites three main findings in justifying the establishment of Regional Development Commissions:

- ◇ Problems of growth and development in both urban and rural regions of the state are not confined to local political boundaries and cannot be managed by a single town, city, or township;
- ◇ Coordination of multi-jurisdictional issues is essential for effective policies and programs; and
- ◇ Intergovernmental cooperation and pooling of resources is effective in addressing common problems.

The statute challenges the Regional Development Commissions to work for and on behalf of local government to address the Economic, Social, Physical, and Governmental concerns of each region of the state. That’s quite a breadth of issues.

And is it fair to ask, “what is the ARDC doing to address the Economic, Social, Physical, and Governmental issues of the Arrowhead Region?” During this past year our Commission met



---

## A Few Words from the Chair...

---

Aitkin County

Carlton County

Cook County

Itasca County

Koochiching County

Lake County

St. Louis County

Richard J. Brenner,  
Chair

Robert Fenwick,  
Vice President

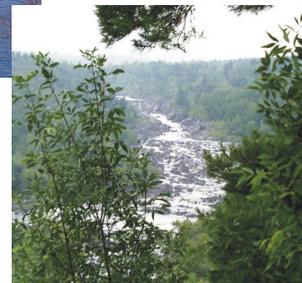
Allen Rasmussen,  
Treasurer

Peg Sweeney,  
Secretary

quarterly to discuss housing, workforce development, Tribal governance, and water resource issues of the Arrowhead. We strongly believe that informed Commission members are more effective in leading our organization as well as the local governments and organizations they represent. Our divisions-Regional Planning, Metropolitan Interstate Council, Arrowhead Area Agency on Aging and the America's Byways Resource Center-all provided coordination, planning, technical assistance and funding support for work in the economic, social, physical, and governmental issues of this region. Look through this report and see for yourself that the legislative mandate crafted over thirty years ago is still fully engaging the Commission, Board and Staff of the Arrowhead Regional Development Commission.



Richard J. Brenner, Chair



*And her majesty is seen  
in every tree, stream  
and rock...*



---

## Please Take More Than A Few Minutes....

---

Aitkin County

Carlton County

Cook County

Itasca County

Koochiching County

Lake County

St. Louis County

John R. Chell,  
Executive Director

Mary Zanoni,  
Human Services  
Director/ Board and  
Commission Coordi-  
nator

As Chairman Brenner noted in his remarks, ARDC has completed the 2006 Assessment. The assessment is appended to this annual report.

In addition to the statistical data in the Assessment, responders are encouraged to provide some written comments regarding the issues, direction, and suggested services that the Commission should investigate for future involvement. This



year's narrative comments on region-wide concerns proved to be a long list...but the list reflects the issues that are upper-most on the minds of Arrowhead respondents: *Economic Development, Transportation, Housing, Community Development, Workforce Development, In-*

*frastructure Planning, Regional Cooperative Growth, Regional Governance, Health Care, Wastewater Districts, Consolidation of Governmental Services, Living Wage, Elected Officials Training Programs, Homeland Security, Human Rights, Solid Waste, Water Quality and Shore Land Management.* These issues all fit into the **Economic, Social, Physical and Governmental** categories legislatively mandated for our work program at the ARDC.



Rather than list our responses to the issues cited by our respondents, I encourage you to read through the 2006 Annual Report to see which of these regional challenges are reflected in our work and which are not. Secondly, of those missing from the work of ARDC, ask if some other region-wide agency is addressing the problem. That's exactly what we'll be doing through the leadership and guidance of our Commissioners. And then we'll follow up with several more questions:

- ◇ Do we have the capacity (financial and professional) to affectively respond to the issue?
- ◇ What should the "deliverable" be: regional forum, report, plan, formal advisory committee to the Commission, legislation, or policy implementation?



---

# Please Take More Than A Few Minutes....

---

Aitkin County  
Carlton County  
Cook County  
Itasca County  
Koochiching County  
Lake County  
St. Louis County

John R. Chell,  
Executive Director

Mary Zaroni, Human Services Director/Board and Commission Coordinator

Our Commission is a reflection of you, the community leaders of the Arrowhead. As staff, we are confident that the direction and counsel provided by our Commission will keep the ARDC relevant to the region and focused on the Economic, Social, Physical and Governmental issues of the Arrowhead.

John R. Chell, Executive Director



Energy



Rail



Shipping



Industry



Tourism



# America's Byways® Resource Center



Michelle Johnson  
Director

Henry Hanka  
Special Projects  
Manager

Chel Ethun  
Training Manager

Leah Kohlts  
Events and Communi-  
cations Manager

Jeanine Buck  
Administrative Assis-  
tant

Jasmine Hale  
Office Assistant

Jeff Plunkett  
Technology Coordinator

Mark Conley  
Federal Lands Scenic  
Byway Coordinator

Curt Pianalto  
Byways Specialist

Susan Koschak  
Byways Specialist

Bonnie Hundrieser  
Byways Specialist

Dennis Adams  
Byways Specialist

Scott Sufficool,  
Tribal Liaison

The year 2006 was perhaps the busiest and most exciting year yet for the America's Byways Resource Center. We welcomed two new staff members, outgrew our office space, created a new Training Manager position, and began to reinvent ourselves in an effort to better serve the growing byway community. Here are some of the major initiatives that became the focus of 2006 and beyond.

## America's Byways Resource Center Website

A new America's Byways Resource Center website specifically designed for byway professionals was developed. The site, [www.BywaysResourceCenter.org](http://www.BywaysResourceCenter.org), utilizes interactive methods to connect byways, offers learning opportunities and generally provides information to byway leaders, volunteers and State coordinators to help them manage their byways and programs. The website, which will serve as a "virtual byways specialist," will go live at the 2007 National Scenic Byways Conference in May.



## Resource Center Training Package

In 2006, the Resource Center began designing a comprehensive training program for the byway community. Staff began inventorying the Resource Center's internal resources and materials, as well as the existing knowledge outside of the Resource Center in topics of interest to byways. The ultimate goal of the training program is to make training opportunities available to byways, whether they are through the Resource Center, its new website, or its partner agencies.

## Wayshowing and Navigational Initiative for Byways

The Resource Center is fulfilling a need in the byway community



---

## America's Byways® Resource Center

---



Michelle Johnson  
Director

Henry Hanka  
Special Projects  
Manager

Chel Ethun  
Training Manager

Leah Kohlts  
Events and Communi-  
cations Manager

Jeanine Buck  
Administrative Assis-  
tant

Jasmine Hale  
Office Assistant

Jeff Plunkett  
Technology Coordinator

Mark Conley  
Federal Lands Scenic  
Byway Coordinator

Curt Pianalto  
Byways Specialist

Susan Koschak  
Byways Specialist

Bonnie Hundrieser  
Byways Specialist

Dennis Adams  
Byways Specialist

Scott Sufficool,  
Tribal Liaison

by taking the lead in researching and designing resources for byways on the topic of wayshowing. The ultimate objective of the Wayshowing and Navigational Initiative for Byways is to make the experiences of byway travelers more enjoyable through the effective planning, implementation and maintenance of communications designed to support the traveler's self-navigation of America's Byways.



Resource Center staff and its consultant are developing seven need-scenarios for travelers traveling on Byways who need wayshowing assistance. These need-scenarios will help byway leaders ensure they are effectively and holistically helping travelers find their way when en route.

These scenarios include:

- ◇ Gateway applications
- ◇ Route marking
- ◇ Location of visitor/tourist information
- ◇ Exiting and entering byways
- ◇ Representing location along byway
- ◇ Location of byway sites

Research is also being conducted on existing Wayshowing systems on several byways in several states. This research and work will provide a foundation of examples that can be shared, taught, and discussed throughout the byway community.

### Public Awareness Plan

The America's Byways Resource Center sought the assistance of a professional agency in the development of a Public Awareness Plan to benefit the National Scenic Byways Program and its national marketing efforts. The firms selected and awarded the contract were Development Counsellors International and Longwoods International, based out of New York City and Toronto,



---

## America's Byways® Resource Center

---



Michelle Johnson  
Director

Henry Hanka  
Special Projects  
Manager

Chel Ethun  
Training Manager

Leah Kohlts  
Events and Communi-  
cations Manager

Jeanine Buck  
Administrative Assis-  
tant

Jasmine Hale  
Office Assistant

Jeff Plunkett  
Technology Coordinator

Mark Conley  
Federal Lands Scenic  
Byway Coordinator

Curt Pianalto  
Byways Specialist

Susan Koschak  
Byways Specialist

Bonnie Hundrieser  
Byways Specialist

Dennis Adams  
Byways Specialist

Scott Sufficool,  
Tribal Liaison

respectively. The plan will be finalized in time for the National Scenic Byways Conference in May.

Approximately \$1 million annually will be needed to leverage funds from other sources for promotional campaigns. The scale of promotional activities will be determined by the success of the early phases of leveraging funds and partners. The plan will be finalized in time for the conference so that implementation may begin as soon as possible.

### 2007 National Scenic Byways Conference

The year 2006 included much planning for the biennial National Scenic Byways Conference to be held in Baltimore, Maryland, May 20-23. The conference provides training, hands-on learning, and networking for the byway community. It offers sessions on topics important to byways and opportunities to put new concepts to work during day-long applied learning (mobile) workshops, general sessions, poster sessions, exhibits and more.



The 2007 conference will offer more than ever before. The 2007 Scenic Byway Awards will be presented by the American Association of State Highway and Transportation Officials, America's Byways Resource Center and the Federal Highway Administration, to honor eight exemplary byway projects and one outstanding leader. The first-ever Byways 2021 Symposium will



Michelle Johnson  
Director

Henry Hanka  
Special Projects  
Manager

Chel Ethun  
Training Manager

Leah Kohlts  
Events and Communi-  
cations Manager

Jeanine Buck  
Administrative Assis-  
tant

Jasmine Hale  
Office Assistant

Jeff Plunkett  
Technology Coordinator

Mark Conley  
Federal Lands Scenic  
Byway Coordinator

Curt Pianalto  
Byways Specialist

Susan Koschak  
Byways Specialist

Bonnie Hundrieser  
Byways Specialist

Dennis Adams  
Byways Specialist

Scott Sufficool,  
Tribal Liaison

---

## America's Byways® Resource Center

---

celebrate the past, present and future of byways during a two-hour exchange of ideas between special guest speakers, byway representatives and their Congressional members in Baltimore and Washington, DC.

Congressman James L. Oberstar and Former Secretary Norman Mineta will serve as Masters of Ceremonies.



### Resource Center Office Move

The America's Byways Resource Center moved to its new Canal Park office location in October of 2006. The move was prompted by staff growth, lack of space, and the expanded byways customer base with the addition of 40 new nationally designated byways in October 2005.

The new office space was designed with the needs of the byway community in mind. Webcasting, podcasting, video conferencing, audio conferencing and video-on-demand are easily accessed by the customer at virtually no expense. The Resource Center's limited staff now looks forward to an exciting future, when they will rely on these new technological capabilities to provide technical assistance, training, resources to byways, and ultimately better serve the customer.



394 Lake Avenue South  
Suite 600  
Duluth, MN 55802

Ph: 800-4by-ways/800-429-9297 x 5  
218.625.3469  
Fax: 218-625-333



# Arrowhead Area Agency on Aging



Catherine Sampson,  
Division Director

Marjori Bottila, Out-  
reach Specialist/  
Volunteer Coordinator

Barb Caskey, Sr. Plan-  
ner & Coord., EDP

Cindy Conkins, Aging  
Services Senior Planner

Kara Edwards, Division  
Secretary

Mary Hellman, Sr. Out-  
reach Specialist

Barb Highland, Sr.  
Outreach Specialist

Kristen Jansen, Aging  
Services Planner

Paula Kenemore, De-  
mentia Prog. Coord.

Deb Laine, Faith-based  
Prog. Coord., EDP

Tricia Martin, Aitkin  
Cty EDP Prog. Coord.

Bob Preston, Sr. Out-  
reach Specialist

Sara Prosen, Aging  
Services Planner

Karen Tveit, Sr. Out-  
reach Specialist,  
Koochiching Cty

## 2006 Division Highlights

The Arrowhead Area Agency on Aging awarded about **1.7 million dollars** in funding to aging services providers throughout the region to provide services such as congregate meals, meals on wheels, chore services, transportation, legal services, information and assistance, chronic disease management and caregiver support services.

### Rural Bundled Services Delivery

*Rural Bundled Services* is a delivery model that adds a number of services to the better known “meals-on-wheels” meal delivery. This program, first implemented in Aitkin County under the direction of



Tricia Martin, is a partnership between private entities and human service agencies, a number of services – prepared meals, grocery delivery, drugstore/medication pick-up, library books, etc. – are bundled together and delivered to the home of homebound seniors in rural and remote areas. In 2004, the first year of the program, 1,473 meals were delivered; 6,837 in 2005 and 10,079 through September of 2006.

### Caregiver Support ~ Nine caregiver support programs funded throughout the region with Title III-E Older Americans Act funds

- 160 caregivers received 12,100 hours of respite care
- 260 caregivers received 820 individual counseling sessions
- 700 caregivers attended 60 group counseling/education or support sessions
- 480 caregivers received 840 contacts





---

## Arrowhead Area Agency on Aging

---



Catherine Sampson,  
Division Director

Marjori Bottila, Out-  
reach Specialist/  
Volunteer Coordinator

Barb Caskey, Sr. Plan-  
ner & Coord., EDP

Cindy Conkins, Aging  
Services Senior Planner

Kara Edwards, Division  
Secretary

Mary Hellman, Sr. Out-  
reach Specialist

Barb Highland, Sr.  
Outreach Specialist

Kristen Jansen, Aging  
Services Planner

Paula Kenemore, De-  
mentia Prog. Coord.

Deb Laine, Faith-based  
Prog. Coord., EDP

Tricia Martin, Aitkin  
Cty EDP Prog. Coord.

Bob Preston, Sr. Out-  
reach Specialist

Sara Prosen, Aging  
Services Planner

Karen Tveit, Sr. Out-  
reach Specialist,  
Koochiching Cty

to assist with accessing other services to meet their care-  
giving needs

About 20 caregivers received 1800 hours of respite care under a  
consumer directed model of service made available by 2 respite  
programs.



Additionally, there are 10 Family Caregiver  
Consultant positions in the Arrowhead ~ 9 are  
generalists and 1 dementia specialist. Caregiver  
support programs and Caregiver Consultants assisted the Area  
Agency on Aging in distributing caregiver support outreach bro-  
chures and information tear-off posters to 52 clinics in 25 com-  
munities. Medical staff were reminded of the important role of  
caregivers and the importance of connecting them to community  
support.

Efforts to make NE Minnesota “dementia competent” include ear-  
lier identification of dementia, encouragement of medical assess-  
ment/diagnosis, dementia care planning for those diagnosed and  
education and support for caregivers.

In 2006 ~

- 313 community service providers (non-medical) trained  
on the early warning signs of dementia, dementia basics  
and benefits of early identification,
- 890 *Memory Loss* informational packets distributed in the  
region to be provided to families, and 175 caregivers re-  
ceived 150 hours of 1:1 consultation

### Information and Assistance

[9345](tel:9345) calls were answered by the Arrowhead Senior Linkage  
Line™ staff in 2006 who responded to a variety of requests for  
information and assistance – especially questions related to Medi-  
care and the Medicare Part D Prescription Drug benefit.



# Duluth-Superior Metropolitan Interstate Council (MIC)



Ron Chicka,  
Division Director

Andy McDonald,  
Senior Planner

Holly Butcher,  
Planner

James Gittemeier,  
Planner

Robert Herling,  
Planner

Andrea Diamond,  
GIS Specialist

Rondi Watson,  
Division Secretary

## *Guiding the Future of Transportation for the Twin Ports Area*

### Highlights of 2006 Plans & Studies

The MIC provides an inter-jurisdictional forum for issues of regional significance. General activities include neighborhood and corridor studies, regional impact studies, and involvement in harbor, transit and statewide planning initiatives. 2006 saw the completion of a couple of major projects.

### Safe Routes to School in Duluth

The purpose of this planning effort was to identify key routes to selected “walkable” elementary and middle schools in the City of Duluth and to propose measures to make them more pedestrian and bicycle friendly. The MIC Policy Board formally adopted the Final Duluth Safe Routes to School Plan in July. The plan is available to view on the MIC website, at [www.dsmic.org/srts](http://www.dsmic.org/srts).



*Two billboards were installed in three locations as part of the Public Awareness Campaign for the MIC's Safe Routes to School program in Duluth*





Ron Chicka,  
Division Director

Andy McDonald,  
Senior Planner

Holly Butcher,  
Planner

James Gittemeier,  
Planner

Robert Herling,  
Planner

Andrea Diamond,  
GIS Specialist

Rondi Watson,  
Division Secretary

---

## Duluth-Superior Metropolitan Interstate Council (MIC)

---

In early July, MIC staff completed and submitted six grant applications to Mn/DOT Central Office's Safe Routes to School coordinator for examination and consideration for funding. In August, MIC staff presented the Duluth Safe Routes to School project at the Minnesota MPO Conference in LaCrosse, WI, and in September, MIC Staff was selected to present this plan at the National Transportation Research Board (TRB) for Small and Medium Sized Communities in Nashville, TN.

### Duluth Heights Traffic Circulation Plan

The goal of this planning effort was to document the amount of cut-through traffic and to identify solutions to lessen impacts on the Duluth Heights neighborhood. This was in response to neighborhood concerns that traffic from the eastern part of Duluth and the townships just north of Duluth was using their residential streets as a shortcut to the Miller Hill Mall commercial district.



*Neighborhood residents add their comments at one of several public meetings held for the Duluth Heights Traffic Circulation Plan.*



---

## Duluth-Superior Metropolitan Interstate Council (MIC)

---



Ron Chicka,  
Division Director

Andy McDonald,  
Senior Planner

Holly Butcher,  
Planner

James Gittemeier,  
Planner

Robert Herling,  
Planner

Andrea Diamond,  
GIS Specialist

Rondi Watson,  
Division Secretary

The MIC Policy Board approved the final document in August. The final recommendations include a system of solutions, including a new roadway, temporary traffic calming, and minor improvements to current roadways. The new roadway would extend Joshua Avenue from Maple Grove Road to Arrowhead Road. This new road would be a minor arterial located approximately one mile between each of the existing parallel minor arterials. The recommended timeline is 2011-2016. Short term recommendations, to be implemented immediately, include traffic calming on the primary cut through route. The recommended methods are two half closures and one full closure. After installation of these traffic calming methods, we are recommending that neighborhood streets be monitored to measure the effectiveness and to make sure that traffic doesn't move to other local streets. The plan is available to view on the MIC website, at [www.dsmic.org/dh](http://www.dsmic.org/dh).

### Rice Lake Road

The goal of this planning effort was to identify solutions to improve safety and access on the rapidly-developing section of Rice Lake Road between Arrowhead Road and Central Entrance. The MIC Policy Board formally adopted the final plan in July. Plan implementation efforts may include presentations to the city, county, and Duluth School District.

### Harbor Planning / HTAC

The Harbor Technical Advisory Committee (HTAC) is an advisory committee to the MIC Policy Board and is made up of more than 30 port and harbor stakeholders representing state, federal, county, city, environmental, and industry interests. Its mission is to provide a forum for the discussion of harbor related issues and concerns, to promote the harbor's economic and environmental importance to the community and to provide sound planning and management recommendations to the MIC.



---

## Duluth-Superior Metropolitan Interstate Council (MIC)

---



Ron Chicka,  
Division Director

Andy McDonald,  
Senior Planner

Holly Butcher,  
Planner

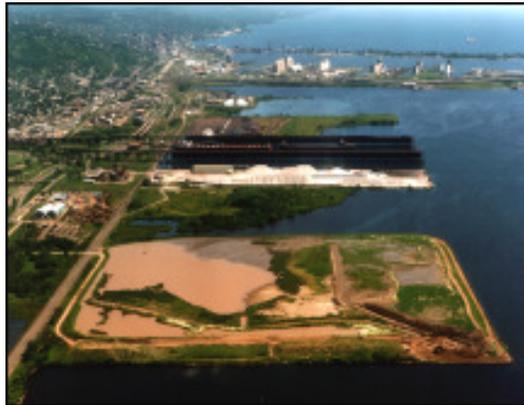
James Gittemeier,  
Planner

Robert Herling,  
Planner

Andrea Diamond,  
GIS Specialist

Rondi Watson,  
Division Secretary

The HTAC also includes several ad-hoc working groups to address specific issues identified by the member stakeholders. The **Dredging Subcommittee** began working intensively in 2006 to develop a long-term **Erie Pier Management Plan** for the harbor's confined disposal facility (CDF). The goal of this plan is to outline how Erie Pier could begin to function as a recycling facility, with strategies to market and beneficially reuse dredge materials, instead of simply disposing of them.



*The MIC is facilitating an effort to develop a management plan that would transform Erie Pier (shown in foreground) from a confined disposal facility to a facility that recycles dredge materials for beneficial re-use.*

The **Great Lakes Ports Advocacy Coalition** began with an observation by a member at an HTAC meeting in 2006 that Great Lakes ports have experienced a larger share of recent cuts in federal funding for Army Corps activities as compared to other parts of the country. Other HTAC members and local port stakeholders quickly came together as an ad-hoc working group in an effort to organize all Great Lakes ports to support the issue of equitable federal funding levels for harbor maintenance. The Coalition then decided to join forces with the Great Lakes Maritime Task Force to provide a stronger voice for Great Lakes harbor interests.



Ron Chicka,  
Division Director

Andy McDonald,  
Senior Planner

Holly Butcher,  
Planner

James Gittemeier,  
Planner

Robert Herling,  
Planner

Andrea Diamond,  
GIS Specialist

Rondi Watson,  
Division Secretary

---

## Duluth-Superior Metropolitan Interstate Council (MIC)

---

### Long Range Plan

One of the requirements of the SAFETEA-LU federal transportation bill is that a “locally developed coordinated public transit-human services transportation plan.” be developed through a process that includes representatives from public, private, non-profit transportation services, human services providers and the general public. MIC staff, in coordination with ARDC’s Regional Planning Division, conducted public involvement outreach, and developed a draft plan which Mn/DOT officially approved in late 2006. The plan can be found at:

[www.arrowheadplanning.org/documents/transit/final%20web%20copy.pdf](http://www.arrowheadplanning.org/documents/transit/final%20web%20copy.pdf).

An overview of Douglas County and City of Superior process and findings can be found at: <http://www.nwrpc.com/nwrpc/communitydev/other/Douglas%20County%20Meeting%20Information.pdf>.

### Future Planning Efforts

A number of plans and studies are currently underway that will continue into 2007. We are working with the City of Duluth in determining an alignment for the extension of the Munger Trail into Canal Park and with the City of Proctor on its Master



Trail Plan. Implementation of the Phase 2 Bike Routes project will result in wayfinding signage being placed along the route in Duluth, St. Louis County, and Proctor. Phase 3 will identify on-street bike routes in the City of Superior and will begin in 2007.

Additional requirements of the SAFETEA-LU federal transportation bill concerning expanded consultation with area stakeholders, and other federal planning factors will need to be amended into the LRTP by July 1, 2007 in order to maintain a viable plan.



Andy Hubley,  
Arrowhead Planning,  
Division Director

Bryan Anderson,  
Planner

Ellen Pillsbury,  
Planner

Josh Bergstad,  
Planner

Kara Kent,  
GIS Specialist

Ben Van Tassel,  
Planner

Leah Berg,  
Division Secretary

---

# Arrowhead Regional Planning

---

## Division Programs

The Division brought in a significant amount of funding from non-local sources to the Region, completed several planning projects, and streamlined its operations. One of the most visible successes of the Division was the development of its new website: [www.arrowheadplanning.org](http://www.arrowheadplanning.org). This site offers information about the Division, its staff and projects. Project pages include a description of the planning process, contact information for staff, meeting summaries, upcoming meeting agendas, and any draft or final project documents. The website also has links to other ARDC Divisions, a meeting calendar, and a document library search function.

## Transportation

There was strong involvement in transportation planning and programming in the Region for many years which continued into 2006 with the completion of several projects, the continuation of the RTAC Grant Program and assistance to the North Shore Scenic Drive as well as some new initiatives.

### Transportation Projects Completed in 2006

- Aitkin Trail System Plan
- Sand Lake Trail Plan
- Biwabik Township Roads Inventory
- Fond du Lac Trail Plan
- Northeast Minnesota Human Services Transit Coordination Plan



Staff continued to assist Mn/DOT with the Area Transportation Partnership and moved forward with the development of the first ATP website. The site, [www.nematp.org](http://www.nematp.org), is maintained by the Regional Planning Division and offers



---

# Arrowhead Regional Planning

---



Andy Hubley,  
Arrowhead Planning,  
Division Director

Bryan Anderson,  
Planner

Ellen Pillsbury,  
Planner

Josh Bergstad,  
Planner

Kara Kent,  
GIS Specialist

Ben Van Tassel,  
Planner

Leah Berg,  
Division Secretary

meeting notes, project application forms, and general information. ARDC also continues to administer the Transportation Enhancements funding process.

Progress continued on the North Shore Scenic Drive with byway projects, trailhead planning, cairn sign construction, marketing and wayfinding efforts as well as ARDC's staffing of the All-American Road's management council.

The Regional Planning Division took its bicycle and pedestrian planning efforts to a new level in 2006, becoming known on a national level for innovative planning processes involving active transportation projects. These innovations include the LCMR funded Regional Bike Connections Plan and the Northeast Minnesota Active Living initiative.



Also involved in the Safe Routes to School program, the Division was able to secure a grant to complete a plan for Hill City and are actively working with three other communities to secure funding.

Work has been continuing on the St. Louis River Trail. In addition to planning, assistance has been provided to help secure additional funding in the amount of \$800,000 for trail construction.

A first for the Arrowhead Region was the effort to study transit coordination. Staff led the multi-jurisdictional project and will continue to lead in the implementation of the plan in 2007.

The GIS area has been very busy with the improvement to the Region's road base map. This effort will ensure that northeast Minnesota will receive its fair share of state and federal road improvement dollars.

## Community Planning

In 2006, ARDC staff assisted several regional entities and local communities to plan ways to improve their jurisdictions. Seven



---

## Arrowhead Regional Planning

---



Andy Hubley,  
Arrowhead Planning,  
Division Director

Bryan Anderson,  
Planner

Ellen Pillsbury,  
Planner

Josh Bergstad,  
Planner

Kara Kent,  
GIS Specialist

Ben Van Tassel,  
Planner

Leah Berg,  
Division Secretary

communities began new relationships with ARDC and some communities re-established their connection with Regional Planning. These communities included Kabetogama, Moose Lake, Beaver Bay, Silver Bay, Mountain Iron, Feely Township, Biwabik Township, and Silver Creek Township.

This year's scope of work completed:

- Comprehensive Plans for Beaver Bay, Silver Bay, Rice Lake, Silver Creek
- Continuing work for Two Harbors with the Planner On Loan Program
- South Central Itasca County Wastewater Plan
- North Shore Wastewater Assessment
- Moose Lake Housing Survey
- Work with the North Shore Management Board
- Two Harbors Small Cities Development Program
- Aitkin Small Cities Development Program
- Carlton Small Cities Development Grant Application

Working with smaller communities, the Regional Planning Division has been able to show that planning in areas with low population is possible and affordable.

---

The North Shore Scenic Council hosted the State Scenic Byways Commission for a Byways meeting in Grand Portage.



Back Row:

Dan Roth-Split Rock State Park  
Grand Portage State Park

Jim Pederson-MN Historical Society  
Mark Anderson – State Scenic Byways Coordinator  
John Edmund- Director of Explore MN Tourism  
Bryan Anderson-ARDC Regional Planning  
Tim Mitchell – Federal Highways Administration

Front Row:

Frank Vecchio – Grand Portage Marketing Director  
Mary Somnis – Iron Range Resources  
Tourism Director  
Robin Valento – Mn/DOT  
Holly Slagle – Mn/DOT



## Arrowhead Regional Development Commission

### Summary of Revenues, Expenditures and Changes in Fund Balances Year Ended December 31, 2006

Aitkin County

Carlton County

Cook County

Itasca County

Koochiching County

Lake County

St. Louis County

Sr. Mary Matthew Morrisroe, Finance Director

Linda Vokes, Finance Manager

Josh Halvorson IS Specialist

Elizabeth Sarabia, Administrative Services Specialist

	General Fund	Revolving Loan Fund	Grants & Contracts	Total
<b>Revenues</b>				
Tax Levy	452,878	-	-	452,878
Grants & Contracts	-	-	6,749,677	6,749,677
Program Income	-	237,553	-	237,553
Interest Earned	15,741	-	-	15,741
Miscellaneous	11,313	-	-	11,313
<b>Total Revenue</b>	<b>479,932</b>	<b>237,553</b>	<b>6,749,677</b>	<b>7,467,162</b>
<b>Expenditures</b>				
	204,403	377,604	6,749,677	7,331,684
<b>Revenue Expenditures Over/ (Under)</b>				
Other Financing Sources (Uses)- Local Match	(171,387)	-	171,387	-
Revenue and Other Sources (Uses)- Local Match	(79,991)	(140,051)	-	(220,042)
<b>Fund Balance 1/1/2006</b>	<b>450,972</b>	<b>556,625</b>	<b>-</b>	<b>1,007,597</b>
<b>Fund Balance 12/31/2006</b>	<b>370,981</b>	<b>416,574</b>	<b>-</b>	<b>787,555</b>

#### ARDC Revolving Loan Fund Loans Approved and Disbursed in 2006

The ARDC Revolving Loan Fund is a product of its federal designation as the region's Economic Development District. The revolving loan fund is managed by the Northspan Group and is available to start-up or expanding businesses. Five loans were disbursed in 2006.

Stony Ridge on Shawaga Ltd.	\$40,000
Granite Gear, Inc.	50,000
American Peat Technologies	100,000
Guenther Enterprises	50,000
Premier Plastics	<u>100,000</u>
<b>Total</b>	<b><u>\$340,000</u></b>



- Aitkin County
- Carlton County
- Cook County
- Itasca County
- Koochiching County
- Lake County
- St. Louis County

---

## Board of Directors 2006-2007

<b>Chair</b>	Dick Brenner	<b>Treasurer</b>	Allen Rasmussen
<b>Vice Chair</b>	Robert Fenwick	<b>Secretary</b>	Peg Sweeney

---

Member	County Commissioner	Catherine McLynn	
Member	County Commissioner	Paul Bailey	
Member	County Commissioner	Scott Larson	
Member	County Commissioner	Steve Raukar	
Member	County Commissioner	Wade Pavleck	
Member	Native American Tribal Council	Jason Hollinday	
Member	At Large	Margaret Sherman	
Member	At Large	Walt Mianowski	
Member	At Large	Rev. Bogdan Zjalic	
Member	Advisory Committees	Earl Elde	
Member	Advisory Committees	Dennis Henkel	

---

## Commission Members 2006-2007

<b>County Commissioners</b>	Dick Brenner – <i>Carlton</i> Robert Fenwick – <i>Cook</i> Paul Bailey- <i>Aitkin</i> Catherine McLynn - <i>Itasca</i> Scott Larson - <i>Lake</i> Wade Pavleck – <i>Koochiching</i> Steve Raukar – <i>St. Louis</i> Peg Sweeney – <i>St. Louis</i>
<b>Township Officials</b>	Kevin Adee – <i>Koochiching County</i> Clayton Kauppila – <i>Blackhoof</i> – <i>Carlton County</i> Steven Kniefel – <i>Fayal</i> – <i>St. Louis County</i> Michael Hoops– <i>Silver Creek</i> – <i>Lake County</i> Vacant – <i>Aitkin County</i> Vacant – <i>Cook County</i> Vacant – <i>Itasca County</i>
<b>Communities under 10,000</b>	Jerry Anderson – <i>Littlefork</i> – <i>Koochiching County</i> Marlene Pospeck– <i>Hoyt Lakes</i> – <i>St. Louis County</i> Eric Howe, Sr.– <i>Palisade</i> – <i>Aitkin County</i> Randy Bolen, Jr.– <i>Two Harbors</i> – <i>Lake County</i> Dave Limmer - <i>Scanlon</i> – <i>Carlton County</i> Bill Lenz – <i>Grand Marais</i> – <i>Cook County</i> Vacant— <i>Itasca County</i>

---



---

## Commission Members 2006-2007

---

Aitkin County

Carlton County

Cook County

Itasca County

Koochiching County

Lake County

St. Louis County

### **Communities over 10,000**

Frank Bigelow – *Hibbing* – St. Louis County  
David Bjerckness - *Cloquet* – Carlton County  
Carolyn Gentilini – *Virginia* – St. Louis County  
Jim Stauber – *Duluth* – St. Louis County

### **School Boards**

Phillip Powers – *ISD #99*  
Harlan Tardy - *ISD #319*

### **Native American Tribal Council**

Jason Holliday – *Fond du Lac*  
Lorraine Wipson – *Grand Portage*  
Andy Datko – *Bois Forte*

### **At Large**

Wayne Dupuis  
Walt Mianowski  
John O’Leary  
Stephen Peterson, Sr.  
Allen Rasmussen  
Margaret Sherman  
Tom Wagner  
Rev. Bogdan Zjalic

### **Advisory Committees**

Dennis Henkel – *Advisory Committee on Aging*  
Earl Elde – *Metropolitan Interstate Council*  
Catherine McLynn – *Regional Transportation Advisory Committee*

The Arrowhead Regional Development Commission  
is an Equal Opportunity Employer.



Arrowhead Regional Development Commission  
221 West First St.  
Duluth, MN 55802

## 2006 Performance Assessment

*The mission of the Arrowhead Regional Development Commission is to serve the people of the Arrowhead Region by providing local units of government and citizens groups a means to work cooperatively in identifying needs, solving problems and fostering local leadership.*

Executive Director:  
John Chell

Phone: 218-722-5545  
MN Toll Free: 800-232-0707  
Fax: 218-529-7592  
Website: [www.ardc.org](http://www.ardc.org)

### Introduction

When the Regional Development Act was passed and regional development commissions were established, it was mandated that each commission must issue a report every five years assessing its performance in fulfilling the purposes of the Regional Development Act, Minnesota Statute 462.393, Subd. 2. The report must address whether the existence of the Commission is in the public welfare or interest. The following is an overview of ARDC's current assessment in which we demonstrate our compliance and fulfillment of the mandate. We've also included a few respondent comments as well as a list of our new divisional websites. A copy of the 2001 assessment is available on our website.

**Assessment Method**

This year we contacted ARDC’s Board of Directors and Commission members, local governments, federal and state agencies, and key stakeholders in the Arrowhead Region via email. The email letter instructed the recipient to click on a link to the survey which was to be completed on line.

We sent 948 emails and approximately 250 emails came back as undeliverable. Several came back with automated out-of-office replies or new contact information. At the close of the response period, we had 111 valid responses. The data was downloaded to a spreadsheet and analyzed.

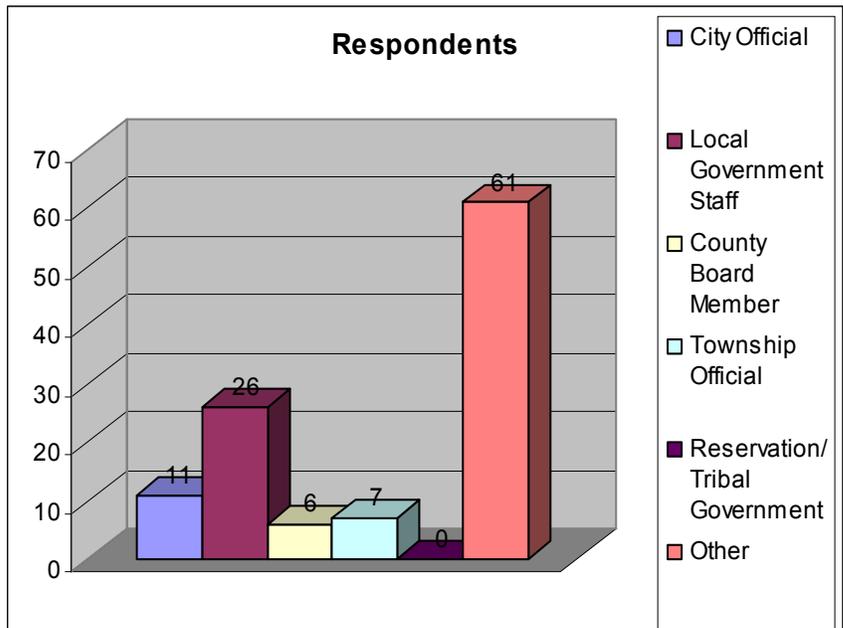
**Outcomes**

The number of responses was low, yet they still revealed a considerable amount of information as to how ARDC has been interacting with various groups and if it has been fulfilling the purposes as set forth in the Regional Development Act. It also has shown us how technology is playing a greater role in communications and how we’ve relied upon it to be accurate until tested.

The following are key areas that we feel support our ability to fulfill the purpose of the Regional Development Act.

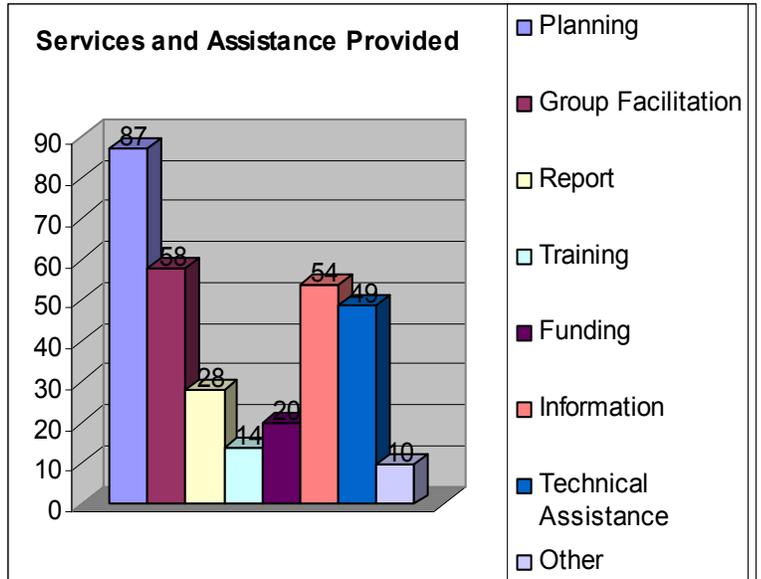
**Respondents**

The following graph indicates that most respondents are in the Other category. This was true also in 2001. Only one area did not have respondents, though we did have representation in the 2001 assessment. In reviewing the types of respondents in the Other Category, there were State and Federal Agency staff, non-profits staff, private citizens, business and industry persons.



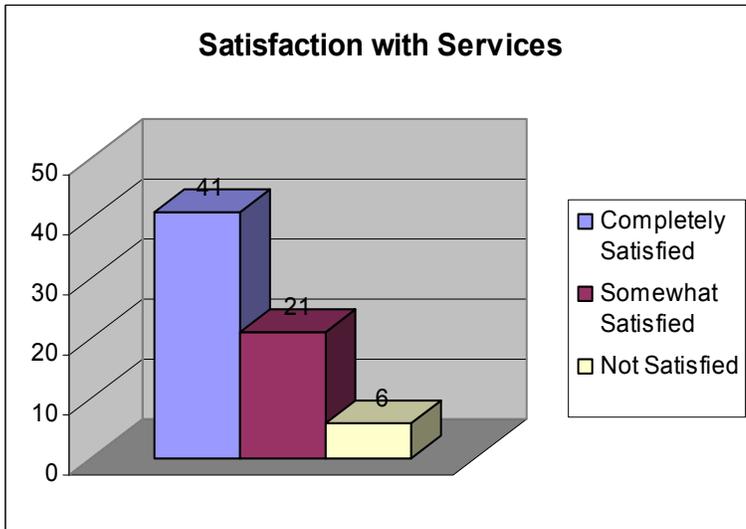
**Services and Assistance**

As in the previous assessment, planning services are used extensively. These services may have focused on transportation issues, recreational use, health and welfare or a number of other areas. ARDC has provided group facilitation, information and technical assistance in many different venues. Report preparation and assistance have also been used. Among other services there has been match funding, customized training and assistance in areas such as the JOBZ program and the North Shore Scenic Drive. Respondents also listed the services of the Small Cities Development Program, GIS, MIC, HTAC and the Laurentian Vision.



*“Exceptional service-hard to improve.”*

From Survey Responses—How to Improve Service:



**Satisfaction with Services**

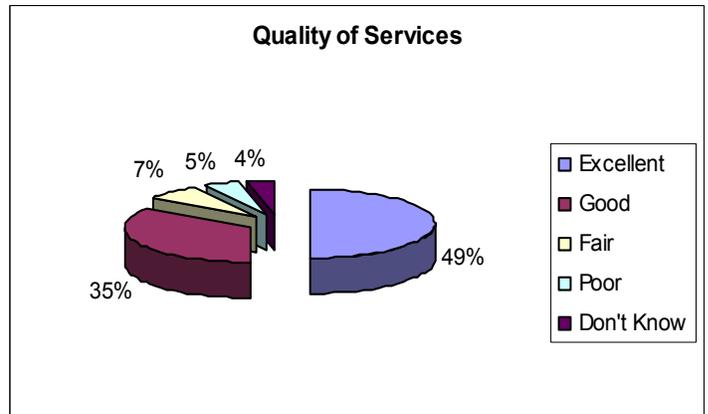
It is gratifying that 41 respondents were completely satisfied with services we have provided. However, our concern lies with those that were somewhat satisfied (24) and not satisfied (6) as well as those that chose not to respond (43). We will work with our Commission to identify areas of improvement.

*“Sometimes there seems to be a disconnect between planning and implementation. I think that more clarification on what the parties involved are expecting for outcomes from ARDC’s involvement and then specifics in what ARDC can provide would be valuable.”*

From Survey Responses—Suggestions for Other Services:

## Quality of Services

Our quality of services has improved since the assessment of 2001. Of the 431 respondents then, 34% thought quality of service was excellent while 41% rated it as good. In the 2006 survey, with 110 respondents, 49% felt the quality of services they received were excellent while 35% said they received good quality.



From Survey Responses—Suggestions for Other Services:

*“Coordinate the Aging group with the Economic Development group. Reduce the emphasis on social services and address the issues of Baby Boomer retirement and our soon-to-be-too-few available workers in the region. Economic Development is soon to be a non-issue without workers. It is a regional problem that ARDC should be in front of, not so far behind it.”*

*“Training for elected officials on planning, natural resources and development with the tough decisions that must be made with fewer dollars available. Community/regional discussion opportunities with real data from scientists regarding invasive species, the Seaway, the economy of fisheries in the area and already lost fishery with the fear of future losses in fisheries and the collapse of the Great Lakes fishery.”*

From Survey Responses—How to Improve Service:

*“Staff turn over has made it difficult to have an ongoing relationship. Quality of services was good to excellent. I also think that ARDC could be more proactive in reaching out to communities to see what gaps exist and what their needs are.”*

*“Provide more access to staff for planning initiatives in housing.”*

*“Additional resources/staff in the area of housing technical assistance and information dissemination.”*

*“ARDC could provide more two-way communication with state and feds, i.e. from area to state and feds as well as to area.”*

We have completed many projects throughout our region in the past five years. However, there is one project that is has been internal—the creation of new divisional websites. Besides our main website, each division has designed a site highlighting their projects and activities. We invite you to visit them. Their sites are:

America’s Byways® Resource Center — [www.bywaysonline.org](http://www.bywaysonline.org)

Arrowhead Area Agency on Aging — [www.arrowheadaging.org](http://www.arrowheadaging.org)

Metropolitan Interstate Council — [www.dsmic.org](http://www.dsmic.org)

Regional Planning — [www.arrowheadplanning.org](http://www.arrowheadplanning.org)