

June 17, 2025

ITEM: New Business – Resolution 06.25.05: Authorizing the Hiring of a Temporary Intern to Complete Sidewalk Inventory as Part of the Minnesota Active Transportation Planning Assistance Grant

BACKGROUND: The City of St. James was selected to receive technical assistance through the Minnesota Department of Transportation's Active Transportation Planning Assistance grant to support planning efforts that improve pedestrian and bicycle infrastructure.

City of St. James also received technical staffing support through Minnesota GreenCorps program for projects such as this. Recently, federal funding was cut to this program and our technical staffing support ended. The sidewalk inventory project has been 45% completed. The completion of the project is necessary to meet the requirements for the Active Transportation Planning Assistance grant.

City staff is requesting authorization to hire an intern not to exceed \$1,500 to complete the sidewalk inventory project. It is estimated that completion would require 80-100 hours.

STAFF RECOMMENDATION: Approve/Deny Resolution.