



# Environment and Natural Resources Trust Fund

2025 Request for Proposal

## General Information

**Proposal ID:** 2025-300

**Proposal Title:** City of Biwabik Recreation Area - Phase 2

## Project Manager Information

**Name:** Jeff Jacobson

**Organization:** City of Biwabik

**Office Telephone:** (218) 290-5326

**Email:** administrator@cityofbiwabik.com

## Project Basic Information

**Project Summary:** Updating and expanding utility service to add 51 additional campsites as well as resurfacing the roadway through the campground. Replacement of retaining wall at beach and pickleball court installation.

**ENRTF Funds Requested:** \$1,948,000

**Proposed Project Completion:** September 30, 2026

**LCCMR Funding Category:** Land Acquisition, Habitat, and Recreation (G)

## Project Location

**What is the best scale for describing where your work will take place?**

Region(s): NE

**What is the best scale to describe the area impacted by your work?**

Region(s): NE

**When will the work impact occur?**

In the Future

## Narrative

### **Describe the opportunity or problem your proposal seeks to address. Include any relevant background information.**

This area is a popular destination on Embarrass Lake for visitors from all over who come to stay at our city operated campground or other local establishments.

It is also an important amenity for local users who come to enjoy the swimming beach, fishing pier, or walking/biking trails.

The electrical and water system are not adequate to serve the current campground needs and the campground is not large enough to accommodate the current demand. The roadway within the campground is in very poor condition and it is difficult to manage with RVs and travel trailers. The beach area is delineated by a large retaining wall that is in very poor condition. Many residents and visitors are looking for more recreational opportunities and pickleball has become a popular activity for all ages. Biwabik does not currently have a pickleball court.

### **What is your proposed solution to the problem or opportunity discussed above? Introduce us to the work you are seeking funding to do. You will be asked to expand on this proposed solution in Activities & Milestones.**

We are seeking funding to reconstruct the driving surfaces throughout the recreation area and repair and expand water and electrical service to current and future campsites.

We also plan to remove an old dilapidated retaining wall at the beach with a new one.

We intend to install a pickleball court with fencing.

### **What are the specific project outcomes as they relate to the public purpose of protection, conservation, preservation, and enhancement of the state's natural resources?**

The improvements allow users of all ages to safely use the area for a variety of outdoor recreational activities. The campsites, picnic shelters and grills, beach, playground, fishing pier, boat docks, volleyball court, basketball court, and trails will be more accessible to all users whether they arrive by vehicle off HWY 135, on foot or by bicycle from the Mesabi Trail, or by boat via Embarrass Lake.

## Activities and Milestones

### Activity 1: Renovation and Reconstuction of Driving Lanes

**Activity Budget:** \$991,770

**Activity Description:**

We intend on resurfacing and properly signing the roadway to allow better access to current and future campsites

**Activity Milestones:**

Description	Approximate Completion Date
Accept engineering plans from City engineer for resurfacing driving surfaces	July 31, 2025
Advertise for bids on resurfacing driving lanes	July 31, 2025
Award bid for resurfacing of driving lanes and update contractor name in budget	August 31, 2025
Remove 1500 lineal feet of old asphalt driving lanes	September 30, 2025
Pave 1500 lineal feet of driving surface	September 30, 2025

### Activity 2: Expand and Repair Water and Electrical Service

**Activity Budget:** \$424,650

**Activity Description:**

We will update and expand water and electric service to current and future campsites as well as install a solar charging station.

**Activity Milestones:**

Description	Approximate Completion Date
Accept engineering plans from City engineer for water and electric upgrades	July 31, 2025
Advertise for bids for water and electric upgrades	July 31, 2025
complete installation of 5000 feet of watermain	July 31, 2025
Complete electrical upgrades to 51 campsites	July 31, 2025
Award bid for water and electrical upgrades	September 30, 2025

### Activity 3: Construct New Retaining wall

**Activity Budget:** \$95,000

**Activity Description:**

We will construct a new retaining wall to delineate the biwabik beach and swimming area

**Activity Milestones:**

Description	Approximate Completion Date
Approve retaining wall design as created by engineer	July 31, 2025
Advertise for Bids	July 31, 2025
Award construction bid and update name in budget field	August 31, 2025
Begin construction of retainig wall	September 30, 2025
Complete construction of retaining wall	October 31, 2025

## Activity 4: Construct Pickleball Court

**Activity Budget:** \$436,580

**Activity Description:**

We intend to construct a pickleball court with surrounding chainlink fence

**Activity Milestones:**

Description	Approximate Completion Date
Accept design plans from City engineer	July 31, 2025
Advertise for bids	July 31, 2025
Award Bid for Pickleball Court	August 31, 2025
Begin Construction of Pickleball Court	September 30, 2025

## Long-Term Implementation and Funding

**Describe how the results will be implemented and how any ongoing effort will be funded. If not already addressed as part of the project, how will findings, results, and products developed be implemented after project completion? If additional work is needed, how will this work be funded?**

The City of Biwabik will budget annually to maintain and repair the infrastructure and amenities within the recreation area.

The City's Capital Improvement Plan will include needed maintenance and upgrades.

## Other ENRTF Appropriations Awarded in the Last Six Years

Name	Appropriation	Amount Awarded
City of Biwabik Recreation	M.L. 2023, , Chp. 60, Art. 2, Sec. 2, Subd. 09k	\$1,306,000

## Project Manager and Organization Qualifications

**Project Manager Name:** Jeff Jacobson

**Job Title:** City Administrator

**Provide description of the project manager's qualifications to manage the proposed project.**

Jeff Jacobson has been City Administrator of Biwabik for the past 16 years. Jacobson has overseen over \$20,000,000 in capital projects including street and utility reconstruction, water and wastewater facility upgrades, and electrical upgrades.

**Organization:** City of Biwabik

**Organization Description:**

The City of Biwabik is a small city in Northern St Louis County. We have a census population of 969 but, as a tourism and recreation destination, our seasonal population can easily double that during peak winter and summer seasons.

## Budget Summary

Category / Name	Subcategory or Type	Description	Purpose	Gen. Ineligible	% Benefits	# FTE	Classified Staff?	\$ Amount
<b>Personnel</b>								
							<b>Sub Total</b>	-
<b>Contracts and Services</b>								
Consulting Engineer	Professional or Technical Service Contract	Firm will be responsible for design and construction administration. The engineer will be selected through a qualifications based selection process.				4		\$288,570
General Contractor Hired Through a Competitive Bid Process	Professional or Technical Service Contract	The general contractor will be responsible for all aspects of project construction.				20		\$1,442,820
							<b>Sub Total</b>	<b>\$1,731,390</b>
<b>Equipment, Tools, and Supplies</b>								
							<b>Sub Total</b>	-
<b>Capital Expenditures</b>								
							<b>Sub Total</b>	-
<b>Acquisitions and Stewardship</b>								
							<b>Sub Total</b>	-
<b>Travel In Minnesota</b>								
							<b>Sub Total</b>	-

<b>Travel Outside Minnesota</b>								
							<b>Sub Total</b>	-
<b>Printing and Publication</b>								
							<b>Sub Total</b>	-
<b>Other Expenses</b>								
		Contingency	Contingency will only be used for unforeseen expenses after approval by LCCMR					\$216,610
							<b>Sub Total</b>	<b>\$216,610</b>
							<b>Grand Total</b>	<b>\$1,948,000</b>

Classified Staff or Generally Ineligible Expenses

Category/Name	Subcategory or Type	Description	Justification Ineligible Expense or Classified Staff Request
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Non ENRTF Funds

Category	Specific Source	Use	Status	Amount
State				
			State Sub Total	-
Non-State				
			Non State Sub Total	-
			Funds Total	-

**Total Project Cost: \$1,948,000**

**This amount accurately reflects total project cost?**

Yes

## Attachments

### Required Attachments

#### *Visual Component*

File: [cf7e7412-d07.pdf](#)

#### *Alternate Text for Visual Component*

Overhead view of entire recreation area showing areas to be resurfaced, the location of the new sites and proposed pickleball court....

#### *Financial Capacity*

Title	File
Most Recent Annual Audit	<a href="#">7048b604-8c3.pdf</a>

#### *Board Resolution or Letter*

Title	File
Resolution	<a href="#">f749c78e-be8.pdf</a>

### Supplemental Attachments

#### *Capital Project Questionnaire, Budget Supplements, Support Letter, Photos, Media, Other*

Title	File
Cost Estimate	<a href="#">a466dae9-005.pdf</a>

## Administrative Use

**Does your project include restoration or acquisition of land rights?**

No

**Does your project have potential for royalties, copyrights, patents, sale of products and assets, or revenue generation?**

No

**Do you understand and acknowledge IP and revenue-return and sharing requirements in 116P.10?**

N/A

**Do you wish to request reinvestment of any revenues into your project instead of returning revenue to the ENRTF?**

N/A

**Does your project include original, hypothesis-driven research?**

No

**Does the organization have a fiscal agent for this project?**

No

**Does your project include the pre-design, design, construction, or renovation of a building, trail, campground, or other fixed capital asset costing \$10,000 or more or large-scale stream or wetland restoration?**

No

**Do you propose using an appropriation from the Environment and Natural Resources Trust Fund to conduct a project that provides children's services (as defined in Minnesota Statutes section 299C.61 Subd.7 as "the provision of care,**

treatment, education, training, instruction, or recreation to children")?

No

**Provide the name(s) and organization(s) of additional individuals assisting in the completion of this proposal:**

Jeff Jacobson City of Biwabik

