

Crookston Planning Commission Meeting

June 16th, 2015 4:30 PM- City Hall Conference Room

Members Present: Johnston, Jorgens, Kresl, Perreault, Windels

Members Absent: Robinson

Staff Present: Stassen, Johnson

M/C Present:

Johnston called the meeting to order.

1. Interviews for Comprehensive Plan Update

Interviews were held for 4 firms that submitted proposals for the Comprehensive Plan Update. KLJ, SRF, Houston Engineering, and HKGi were interviewed. Each firm had 30 minutes for presentations, followed by 4 formal questions asked to each group, and time at the end for follow-up questions. Each interview was allotted 1 hour.

2. Review and selection of firm to move into contract negotiations for the Comprehensive Plan Update.

Following the interviews, discussion was had regarding each interview, and who each commission member felt would be the best firm for this project. After some discussion, a motion was made to recommend to the City Council that KLJ be selected to complete the City of Crookston Comprehensive Plan Update.

Motion: Windels 2nd Kresl

Motion Passed

Following the vote, the cost proposal was opened for KLJ. After some discussion, a motion was made to recommend the cost proposal from KLJ of a fixed fee of \$42,000 be approved by City Council.

Motion: Jorgens 2nd Perreault

Motion Passed

Motion to adjourn: Kresl 2nd Perreault

Meeting was adjourned at 8:50 pm.

Respectfully Submitted,

Matt Johnson