

## MINUTES

Tuesday, October 21, 2025 – 4:00pm  
Grand Marais City Hall – Council Chambers  
15 North Broadway Ave, Grand Marais,

**Commissioners Present:** Peter Clissold, Howard Hedstrom, Siri Anderson, Dave Mills, Tracy Benson, Alex Beebe-Guidice, Mark Shackleton

**Commissioners Absent:** none

**Others Present:** Linda Jurek, minute taker Maggie Barnard

### 1. Call to Order

President Clissold called Regular Meeting of the Cook County/Grand Marais Joint Economic Development Authority to order at 4:08 pm.

*\*Delay due to streaming technical issues.*

### 2. Approval of Agenda

Clissold called for any additions or revisions to the agenda as presented. No additions or revisions.

**Motion to approve agenda as presented.** (Hedstrom/Shackleton) Vote: Passed: (7-0)

### 3. Public Comments

Clissold opened the public comment period and invited any public members to address the board.

Linda Jurek, Executive Director of the Cook County Chamber of Commerce, spoke. She thanked the EDA for renewing its membership with the Chamber of Commerce. She invited the members to attend upcoming Chamber events and she welcomes their input on projects for the Chamber to work on. She extended an invitation to attend the November 6<sup>th</sup> Legislative luncheon at Charlie's Bistro in Lutsen.

Hedstrom added that since he will be leaving the EDA board at the end of his term and invites other members to be a Chamber of Commerce liaison.

### 4. Approval of Meeting Minutes

- a. September 16, 2025 EDA Regular Meeting ([Pages 1-3](#))

**Motion to approve September 16, 2025 EDA Regular Meeting minutes.** (Anderson/Hedstrom) Vote: Passed (7-0)

### 5. Review of Financials

- a. Balance Sheet EDA, as of September 30, 2025 ([Pages 4-11](#))

Shackleton noted there is a healthy cash position. No questions. The final draft of the audit was signed off today. Anderson inquired about attending Northspan leadership meetings that are out of County and if travel expenses can be reimbursed. Shackleton said there is no amount budgeted right now. Anderson estimated \$500.00 to attend regional meetings and she will share the results with the board. Clissold and Shackleton approved this travel expense.

**President and members accept and forward to audit.**

- b. Bill Approval Status EDA, September Payments 2025 ([Page 12](#))

**Motion to approve September 2025 payments.** (Mills/Benson) Vote: Passed (7-0)

- c. Balance Sheet Superior National Golf Course, as of September 30, 2025 ([Pages 13-18](#))

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Shackleton said revenues were up 1.1% over last year. The cost of goods is a bit high and he is reviewing that. Financials are in good condition. Operation expense for the off season will need to be reviewed in light of impending sale. **President and members accept and forward to audit.**

- d. 2025 Business Development Fund Grant Report, information only ([Page 19](#))

### 6. New Business

- a. **2025-39** RESOLUTION ADOPTING REVISIONS TO THE BUSINESS DEVELOPMENT FUND GRANT PROGRAM AND ESTABLISHING FUNDING CYCLES AND APPLICATION DEADLINES FOR 2026 ([Pages 20-33](#))  
Clissold referred to page 25, and noted recommended revisions are reflective of the hard work of the Grant Review Committee.

Anderson had one change on page 30, #4, to name the dates/day count of cycle: 'Within X number of days of deadline, 45 days' not number of days from submission date. The board discussed and evaluated the recommendations in a memo from Bajda and the NSDC starting on page 21 of meeting packet. Members evaluated and discussed each item in detail.

Anderson advised that there be as few changes as possible at this time since all of these are new program changes. She did suggest they establish an application deadline: adopt Wednesdays at 11:59 p.m. of cycle. After extensive discussions the board decided to approve the committee's draft with the small revisions noted below:

- Applications due by "11:59 p.m. on the first Wednesday of ...".
- Budget required at time of application but not to be tracked/verified through project.
- Decal to be used "where practicable" i.e. on a store front window, not on a piece of equipment).
- Submit proof of current taxes when project directly relates to property AND self-certify for all projects.

**Motion to approve RESOLUTION 2025-39.** (Anderson/Mills) Vote: Passed (7-0)

- b. **2025-40** RESOLUTION AUTHORIZING RELEASE OF PROPERTY SUBJECT TO DEVELOPMENT AGREEMENT AND AMENDMENT TO DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS AND RELATED DOCUMENTS OF THE COOK COUNTY WORKFORCE HOUSING PROJECT- LUTSEN APARTMENTS ([Pages 34-66](#))

**Clissold summarized requested transaction and** One Roof's desire to sell a vacant parcel and have flexibility in lease practices for the established housing project, noting this was previously approved at the January 2025 meeting but lacked formal action to approve the corresponding legal documents.

**Motion to approve RESOLUTION 2025-40.** (Hedstrom/Shackleton) Vote: Passed (7-0)

- c. **2025-41** RESOLUTION AUTHORIZING EXPENDITURE FOR PROFESSIONAL SERVICES WITH BARR ENGINEERING IN AN AMOUNT NOT TO EXCEED \$7,900 ([Pages 67-68](#))

Clissold explained this relates to Superior National water access as a conceptual design plan.

**Motion to approve RESOLUTION 2025-41.** (Hedstrom/Mills) Vote: Passed (7-0)

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### 7. SBDC Report ([Page 69](#))

Included in packet, no questions or comments.

### 8. Committee/Commissioner Reports

#### a. Commission Terms and Vacancies ([Pages 70-73](#))

Hedstrom will be rolling off the board at the end of his term, this is a County appointed position. Members agree to be proactive in recruitment process and application processes with candidates.

#### b. HR Committee – Executive Director Update, establish interview committees ([Pages 74-81](#))

Question on date of closing, January 23<sup>rd</sup>, it is six weeks of position posting.

#### c. File Sharing and Collaboration Options ([Pages 82-83](#))

Reference to a memo from Bajda suggesting to use Google Drive for file sharing. Benson suggests Microsoft One Drive and Notes since Microsoft is a little more private. This may require Microsoft licenses. Request to get cost estimate for Microsoft use before making final decision.

#### d. Taconite Harbor Subcommittee – Strategic Plan Update

Everyone has been seated on the Subcommittee, 40 people applied, and first meeting is October 29<sup>th</sup> at the Schroeder Town Hall. Benson gave feedback on selections and 15 were selected to be seated.

#### e. Golf Course Committee – Sale Update

Due diligence extended to November 19<sup>th</sup> at request of the buyer. Bond payoff was clarified with Auditor Powers. \$300,000 in collection account will go toward retiring the bond. Hedstrom said the sale proceeds should have all expenses around sale covered. It was agreed EDA representatives should go before the County Board to notify acceptance of sale.

### 9. Adjourn

[Motion to adjourn meeting at 5:38 pm by Hedstrom.](#)

*Next Meeting: Tuesday, November 18, 2025*

Respectfully submitted by minute taker Maggie Barnard