



## MINUTES

Tuesday, April 15, 2025 – 4:00pm

Cook County Courthouse

411 West 2<sup>nd</sup> Street, Grand Marais, MN

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

**Absent:** Tracy Benson

**Others Present:** Heidi Krampitz, Peter Mott, minute-taker Maggie Barnard, Bruce Block, Jessica Smith, Matt Stone, Brian Larsen, Jeff Brand, Linda Jurek

### 1. Approval of Agenda

Clissold asked for a motion to approve the agenda.

[Motion to approve agenda as presented](#) (Anderson/Hedstrom) Vote: Passed (6-0)

### 2. Approval of Meeting Minutes – March 18, 2025 ([pages 2-4](#))

[Motion to approve March 18, 2025 meeting minutes](#) (Hedstrom/Shackleton) Vote: Passed (6-0)

### 3. Review of EDA Financials

#### a. Balance Sheet as of March 31, 2025 ([pages 5-6](#))

Shackleton said the EDA received a \$126,000 payment from the State of MN for the golf course and that money has been transferred to the golf course. The EDA has received \$156,000 in grant requests to date, he cautioned that finances will be tight prior to levy payment in June. President and members accept & forward to audit.

#### b. Bill Approval Status, April 2025 ([page 7](#))

[Motion to approve March 2025 payments](#) (Hedstrom/Anderson) Vote: Passed (6-0)

#### c. Superior National Golf Course 2024-2028 Capital Reinvestment Plan and 2025 Budget Recap & Projection ([pages 8-14](#)) Shackleton said the balance sheet looks healthy. Payroll expenses are higher this year with six salary employees versus two last year. Query on where golf cart inventory is listed, Shackleton will work on that. [President and members accept and forward to audit](#)

### 4. Public Comments

Request for any public members who wish to address the commissioners to come forward and state their name. Alex Beebe-Guidice spoke as a resident. He said in 2022, his family moved here and this will be their fourth summer serving ice cream at Superior Creamery. Sales are increasing and they are planning a slow and deliberate plan to enter the wholesale market. Their business is a recipient of a \$25,000 Business Development Fund grant to purchase their building and he thanked the board for this. They are most grateful. They also had a funding package was a low interest loan thru IRRRB and a traditional bank loan providing long term stability. They are looking at over \$150,000 in further renovations and improvements over the next three years in order to expand their business beyond storefront sales which are hyper seasonal. The desire is to generate income all year around. Today he wants to talk about the grant application process and express his view that there is a strong need for clear and transparent requirements and eligibility should not be flexible but be based on criteria. It was not always clear in their process if a building purchase was eligible. He suggests that the grant agreement language be standardized. Transparency in this public process is needed. It is a lot of money that is budgeted each year. Publish grant agreements and keep business financial details private. He concluded saying overall the process was a positive experience and he is extremely grateful.

Clissold closed public comments and introduced Krampitz to read a written comment that was sent to her. Krampitz received an email to be submitted for public comment from a grant applicant. She summarized the

comment and will attach the written one with the April meeting minutes. The comment was from Gina Joyce who stated that she applied for a Business Development Grant in January 2025 for Timber & Tide Cabins, a new business. The Grant Review committee did not approve the application, so the application was not shared with the full EDA Board. The request was for \$25,000 to replace two roofs. Gina is requesting the EDA approve language in the new grant guidelines that specifies what businesses are eligible to apply for grants. Roof repair was listed as an eligible project so she did not understand why her application was declined.

5. Resolutions for Approval

**a. RESOLUTION 2025-16 Approving WTIP North Shore Community Radio Annual Underwriting Contract (pages 15-17)**

Clissold said the EDA discussed this at the March meeting and agreed to move it forward. Draft of new script was shared. It was requested to look at the message at least once a month to update it. The contract is \$2,080 for a twelve month period. **Motion to approve RESOLUTION 2025-16** (Hedstrom/Mills)

Vote: Passed (6-0)

**b. RESOLUTION 2025-17 Approving Business Development Fund Grant Agreement with Unimoose Enterprises, LLC for a Total Amount Not to Exceed \$25,000 (pages 18-24)**

Matt Stone present. He had emailed an updated application with expense amounts this afternoon. Confusion between grant amount and project amount and calculating the 25% match he was responsible for. \$31,250 would be the total project amount for a \$25,000 grant plus the 25% match. Krampitz thanked Matt for his patience and cooperation. Matt reviewed the updated equipment purchase. Krampitz said this is an example of the need for clearer language in the grant guidelines and is glad the EDA's grant review committee is working on this.

Beebe-Guidice said the grant review committee is working to make the language as user friendly as possible and thanked Matt for his application and his work on it.

**Motion to approve RESOLUTION 2025-17** (Anderson/Hedstrom) Vote: Passed (5-0-1) Shackleton abstained.

**c. RESOLUTION 2025-18 Approving Business Development Fund Grant Agreement with Nunimoose Enterprises, LLC for a Total Amount Not to Exceed \$25,000 (pages 18-24)**

Jessica Smith in attendance. Her application is for a new business. Beebe-Guidice thanked her for additional information during the application process. Krampitz said this application was a referral from the SBDC.

**Motion to approve RESOLUTION 2025-18** (Mills/Shackleton) Vote: Passed (6-0)

6. SBDC Report (page 35)

Mott said he continued to visit with businesses at a brisk pace in the office with 30 client meetings, five of which are new start-up businesses. Several are existing businesses that are looking to expand or want to work with a Human Resource professional to enhance their seasonal work demand with benefits. Mott expressed appreciation for the referrals and assistance from Krampitz and the board. Campanaro still checks in with him but she has turned over all work to Mott as of April 1st.

7. Discussion Items

**a. Business Development Fund Grant Program (pages 36-37)**

Krampitz said a year ago, program guidelines were created. They did not exist prior to this date. The program is funded by about 38% of the annual EDA budget which is funded by a separate property tax levy. The EDA has received eight applicants in 2025 and the committee has met 11-12 times reviewing the applications. She reviewed the process of receiving applications. The grant review committee is made up of three commissioners. Often there are follow up questions for applicants. Krampitz contacts applicants with additional information requests. She then forwards the information to the committee. It is a time consuming process. Beebe-Guidice reviewed the guidelines introduced in 2024, and the grant review committee's suggestions to improve them are included in the board packet. Highlighted revisions and discussion were as follows:

- Make sure the grant is transferable.
- Eligible applicants demonstrate their commitment to Cook County.
- Consider adding registered business name. Are there any businesses such as short term rentals and marijuana dispensary that should be excluded in the future? Clissold said he is less inclined to exclude any type of business and therefore consider all requests.
- Eligible projects list was condensed and nothing was eliminated. Beebe-Guidice talked about the further list of recommendations and the thought process behind revisions.
- Make the match amount calculation clearer. The grant amount and match amount are dependent on total project amount not on maximum grant request amount.
- Krampitz suggests we make the process as objective as possible.
- Anderson said they should consider utilizing graduate students to audit grant reporting.

b. EDA/Drosera Holdings, LLC Office Space MOU (pages 38-39)

Krampitz said the office space has a lease through June of 2026. The space is shared with the HRA and SBDC. The HRA will propose a division of cost. It won't be the 50/50 division stated in the memo as the EDA uses two office spaces. [Motion by Mills to authorize Krampitz and Clissold to sign the MOU with any revisions noted.](#)

c. Cedar Grove Business Park Entrance Sign (pages 40-44)

Krampitz is asking is there is any new input to last month's discussion. Clissold does not think there was board consensus last month to not participate however there was feedback to that effect. He said the EDA should be involved in the signage and should participate financially with the businesses. Mills said he had been in contact with several business owners who felt it was disrespectful of the EDA to not be involved financially. He suggests making signage shown on mock up expandable if possible. Shackleton noted the sign expense amount is not a line item in the budget. It was suggested the EDA should consider paying 50% with participants paying the remainder.

d. Possible Assisted Living Project

Commissioner Hedstrom has wanted to promote this since he has been an EDA commissioner. He provided Krampitz with his folder of the past records of proposals and designs that were considered. He met with a developer who is interested in a project here.

8. Committee/Commissioner Reports

Hedstrom update on the Heights project: looking at early June ground breaking. Pre-fab units will be delivered to the site as they are built. A developer is interested in a project. The Golf Course listing went live in late March. 18 groups expressed interest to visit property and 14 additional groups are looking at it.

9. Director Reports

Taconite Harbor committee: Anderson, Mills and Benson met and released the Strategic Planner RFP on March 28<sup>th</sup>. The due date was extended two additional weeks to April 28<sup>th</sup>. Krampitz has received many follow up questions. She hopes the committee may be scoring them by May 6<sup>th</sup> and present them at the May 20<sup>th</sup> EDA meeting. Krampitz noted Commissioner Benson has offered the City Council Chamber as a meeting location and the May meeting may be moved there, she will confirm to the board. Clissold won't be present for May 20<sup>th</sup> meeting, Vice-President Hedstrom will chair the May meeting.

10. Adjourn: Motion by Hedstrom to adjourn at 6:04 pm.

Next Meeting: **Tuesday, May 20, 2025**

Respectfully submitted by minute taker Maggie Barnard.