



GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY MEETING MINUTES

Thursday, November 13, 2025
4:00 PM

President Blake called the meeting to order at 4:18 PM.

PRESENT: Commissioner Al Hodnik, President Sholom Blake, Commissioner Wayne Bruns, Council Representative Dan Mertes, Commissioner Jean MacDonell, Council Representative Rick Blake (arrived at 4:45 PM)

ABSENT: Commissioner Bill Martinetto

STAFF: Rob Mattei, Kimberly Gibeau

SETTING OF THE REGULAR AGENDA - *This is an opportunity to approve the regular agenda as presented, or to add/delete an agenda item by a majority vote of the Commissioners present .*

APPROVE MINUTES

1. Consider approval of minutes from the October 23, 2025 regular meeting.

Motion made by Council Representative Mertes, Seconded by Commissioner Bruns to approve the minutes as presented. Voting Yea: Commissioner Hodnik, President Blake, Commissioner Bruns, Council Representative Mertes, Commissioner MacDonell

APPROVE CLAIMS

2. Consider approval of claims in the amount of \$14,027.62

Motion made by Commissioner Hodnik, Seconded by Commissioner Bruns to approve the verified claims as presented. Voting Yea: Commissioner Hodnik, President Blake, Commissioner Bruns, Council Representative Mertes, Commissioner MacDonell

BUSINESS

3. 2026 Work Plan Development

Members reviewed 2025 workplan, followed by discussion to develop and refine the 2026 workplan. Mr. Mattei will provide an organized outline of items presented for consideration and distribute to members for rating.

4. Consider approval of a proposal from Braun Intertec to conduct environmental consultant services pertaining to Minnesota Department of Agriculture (MDA) regulation of known agricultural chemicals present at the former Itasca County Farm Services Co-op (GREDA Site).

Discussed proposal from Braun Intertec to conduct additional environmental consulting related to Minnesota Department of Agriculture oversight of known agricultural chemicals at the former Itasca Farm Services Co-op site. Braun Intertec already prepared a construction contingency plan for demolition of the co-op building for the MPCA's Brownfield Petroleum Division, but agricultural chemical contamination requires a separate but similar review process through the Department of Agriculture. The proposed work—estimated at \$11,200—includes site visits, an environmental site assessment, and development of a remedial plan, which would be necessary before any future redevelopment of the property.

Motion made by Council Representative Mertes, Seconded by Commissioner MacDonell to approve proposal from Braun Intertec to conduct environmental consultant services as presented. Voting Yea: Commissioner Hodnik, President Blake, Commissioner Bruns, Council Representative Blake, Council Representative Mertes, Commissioner MacDonell

5. Consider adopting a resolution approving the second amendment to the Purchase and Development Contract (PDC) between GREDA and Free-Range Food Co-op (FRFC).

Reviewed a resolution to approve the second amendment to the Purchase and Development Agreement between GREDA and the Free Range Food Co-op, primarily to extend the project timeline. The new dates would move closing to February 28, 2027, construction commencement to August 2027, and project completion to February 28 of the following year. The co-op has made strong progress in its initial community investment campaign and is pursuing additional funding sources, including IRRR support and new market tax credits, but these steps are taking longer than expected, prompting the need for deadline adjustments.

Motion made by Council Representative Blake, Seconded by Council Representative Mertes to **adopt Resolution 25-14**, approving the second amendment to the Purchase and Development Contract between GREDA and Free-Range Food Co-op. Voting Yea: Commissioner Hodnik, President Blake, Commissioner Bruns, Council Representative Blake, Council Representative Mertes, Commissioner MacDonell

6. Consider approval of a proposal from Baldwin Creative for communications services.

Reviewed proposal from Baldwin Creative to provide communication services at a cost not to exceed \$12,000 per year, which would be covered by the \$15,000 allocated annually for communications in the Blandin Foundation grant. The proposed services include analyzing the website, developing a comprehensive communications plan and strategy, creating branded templates for handouts, press releases, announcements, and social media, and preparing press releases. Staff noted that these tasks have been difficult to complete internally due to limited capacity, and Baldwin Creative has shown strong energy, capability, and positive references during prior discussions.

Motion made by Commissioner Hodnik, Seconded by Commissioner MacDonell approve proposal from Baldwin Creative for communications services. Voting Yea: Commissioner Hodnik, President Blake, Commissioner Bruns, Council Representative Blake, Council Representative Mertes, Commissioner MacDonell

7. Consider approval of a Subgrant Agreement with Grand Rapids Downtown Alliance, Inc.

Discussed subgrant agreement with the Grand Rapids Downtown Alliance, which would allow the Alliance to directly pay its payroll and operating expenses. The Blandin Foundation anticipated this structure in its funding, and the board's attorney prepared the agreement. Under

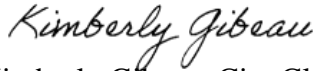
the plan, the Alliance provides a six-month budget, and the board advances the corresponding grant funds twice per year, with required documentation of expenses returned for accountability. Staff noted the process is manageable and actually less work than handling ongoing payments.

Motion made by Commissioner Bruns, Seconded by Council Representative Mertes to approve subgrant agreement with Grand Rapids Downtown Alliance Inc. Voting Yea: Commissioner Hodnik, President Blake, Commissioner Bruns, Council Representative Blake, Council Representative Mertes, Commissioner MacDonell

ADJOURN

There being no further business, the meeting adjourned at 5:13 PM.

Respectfully submitted:

A handwritten signature in cursive script that reads "Kimberly Gibeau".

Kimberly Gibeau, City Clerk