

# A G E N D A

## COOK COUNTY BOARD OF COMMISSIONERS

REGULAR MEETING COURT HOUSE, GRAND MARAIS, MN JULY 26, 2016

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Please note that all times are estimated and changes of times could occur during the meeting.

- 8:30 a.m.      1.      Call meeting to order  
                                Pledge of Allegiance  
                                Make adjustment to agenda
2.      PUBLIC COMMENT PERIOD: Opportunity for citizens to appear before  
  the County Board.
3.      Consent Agenda items: Action as a whole.  
  A. Claims  
  B. Cook County Board minutes for June 28, 2016  
  C. Raffle Permit, Mid Trail Property Owners  
  D. Satisfaction and Release of Septic System Loan  
  E. Contract for Cost Allocation Plan  
  F. EMS Performance Grant in the amount of \$15,770
- 8:45 a.m.      4.      Bill Lane, Planning & Zoning Administrator  
  A. Interim Use Permit for Cazier Properties, LLC. Action  
  B. Air Bed and Breakfast: allow or permitted? Action
- 9:05 a.m.      5.      David Betts, Engineer  
  A. Furnish and Blend Winter Sand Stockpile CP 16-05. Action  
  B. Capital Purchase Request, Armer Radio Equipment. Action
- 9:15 a.m.      6.      Braidy Powers, Auditor-Treasurer  
  A. Revolving Loan Approval. Action
- 9:25 a.m.      7.      Jeff Cadwell, Administrator  
  A. Set Public Hearing to consider Transportation Tax. Action
- 9:45 a.m.      8.      Employee Concerns  
  Commissioner Concerns  
  A. Commissioner Reports  
  B. Meetings to note  
  C. Meeting updates  
  D. WTIP interview on 7/27/2016: Commissioner Sivertson

- 10:00 a.m. 9. Correspondence – Memos:  
A. Letter to Mr. Traxler from Chairman Norman Deschampe. Re: Moose.  
Information.  
B. Cook County Higher Education meeting materials. Information.

B R E A K / R E C E S S

- 1:00-3:00 p.m. 10. City/County/EDA workshop

A D J O U R N

\* \* \* \*

**MINUTES OF THE REGULAR MEETING OF THE COOK COUNTY BOARD OF  
COMMISSIONERS**

Grand Marais, Minnesota  
June 28, 2016

The Board met in regular session this 28th day of June, 2016, at the Courthouse in Grand Marais, Minnesota.

The meeting was called to order at 8:30 a.m. with the following members present: Commissioners Doo-Kirk, Gamble, Storlie, Sivertson, and Moe. Absent: None. Also present were, County Administrator Jeff Cadwell, Auditor-Treasurer Braidy Powers, County Attorney Molly Hicken, and Office Support Specialist Bev Wolke.

County Board Chair Doo-Kirk led the Commissioners in reciting the Pledge of Allegiance.

Motion was made by Gamble, seconded by Storlie, and carried by unanimous vote to approve the agenda for the meeting as amended.

Braidie Powers, Auditor-Treasurer, appeared before the Board to present a Chipper Day Debris Hauling contract with Mc Millan Tree Service, to be paid with a 2016 DNR Firewise Grant. Motion was made by Gamble, seconded by Moe, and carried by unanimous vote to approve the Chipper Day Debris Hauling contract with Mc Millan Tree Service for the period of July 11 – July 13, 2016 at a cost not to exceed \$1,200.00 and authorizing Emergency Services Director Jim Wiinanen to sign the contract on behalf of the County.

No citizens appeared for the Public Comment portion of the meeting.

The Board considered the consent agenda consisting of numerous items that the Board may approve as a whole. County Board Chair Doo-Kirk asked if any Commissioner wanted to remove any items from the consent agenda.

- A. Claims
- B. Raffle Permit Resolution
- C. New Liquor License

Motion was made by Gamble, seconded by Moe, and approved to accept the consent agenda, including the adoption of the following resolution:

**RESOLUTION # 2016-48**

BE IT RESOLVED, that the following claims totaling \$31,315.73 having been audited and found to be true and correct claims against Cook County, are approved and the Auditor-Treasurer is hereby authorized to draw warrants in payment of said claims:

|                                   | <b><u>Revenue Fund</u></b> |
|-----------------------------------|----------------------------|
| Boreal Community Media            | 53.70                      |
| City Auto Glass                   | 458.83                     |
| Dalco                             | 199.24                     |
| Essentia Health                   | 142.94                     |
| M C I S                           | 25,599.00                  |
| My Brothers Place Auto Repair LLC | 69.03                      |
| Quinlivan & Hughes Pa             | 76.00                      |
| RELX Inc DBA Lexis Nexis          | 426.42                     |
| Retrofit Companies Inc            | 2,000.00                   |
| Routh/Joseph                      | 67.50                      |
| Steve's Sports & Auto             | 36.61                      |
| Watkins/Rowan                     | 208.56                     |
| <b><u>Airport</u></b>             |                            |

|                                    |        |
|------------------------------------|--------|
| Boreal Access                      | 29.90  |
| G & G Septic LLC                   | 125.00 |
| <b><u>Autopsy Bills</u></b>        |        |
| Bugliosi/Marcy                     | 160.00 |
| Delich/Debra                       | 103.19 |
| Fairview University Medical Center | 749.00 |
| Lakeland Pathology P A             | 810.81 |

**RESOLUTION # 2016-49**

Be It Hereby Resolved, that the Cook County Board of Commissioners hereby approves a Permit for Lawful Gambling permit application for the Gunflint Mail Run to conduct three raffles in 2016 at Trail Center Lodge.

Diane Booth, Community Center/Extension Director, Ray Block, MDA Apple project Cooperator, and Carol Dry, Donator of Apple Trees, appeared before the Board. Booth informed the Board that because of a donation of 100 apple trees from Carol Dry, Booth will be able to establish a community fruit orchard on the Law Enforcement Center grounds. Motion was made by Gamble, seconded by Moe, and carried by unanimous vote to approve the Lloyd K. Johnson Grant of \$15,909.00 for installation of fencing, water cachement system, and orchard trees/plantings on the side of the Law Enforcement Center, facing County Road 7.

Tim Nelson, Planning Director/Solid Waste Officer, appeared before the Board. Nelson presented a resolution opting out of the requirements of Chapter 111 of the 89<sup>th</sup> Legislative Session specifically regarding the regulation of specific type of temporary dwelling designed for the home health care extended family members. Commissioner Gamble moved the adoption of the following resolution and upon seconding by Commissioner Doo-Kirk was adopted by the following vote. Ayes: Gamble Doo-Kirk, Sivertson, and Storlie. Nays: Moe

**RESOLUTION # 2016-50**

Declaring Cook County's election to opt out of the requirements of Minnesota Statutes 394.307  
Whereas, it is the intent of the Cook County Board of Commissioners to protect the public health, safety and welfare of County residents and the environment of the County.  
Whereas, on May 12, 2016, the Governor of Minnesota signed into law Chapter 111 of the 89<sup>th</sup> Legislature of the State of Minnesota establishing definitions and requirements for Temporary Family Health Care Dwellings, which was introduced during the 2016 legislative session as Senate File 2555 and House File 2497; and  
Whereas, Chapter 111 amends Chapter 394 of the Minnesota State Statutes which regulates county permitting and zoning processes by establishing new rules for the placement of Temporary Family Health Care Dwellings on residential property; and  
Whereas, Cook County supports the concept of temporary family health care dwellings, but cannot support Chapter 111 due to constraints within the legislation that too narrowly defines the type and construction of an allowed temporary health care dwelling; and  
Whereas, Cook County already has a permitting mechanism in place for the review of temporary health care dwellings as an interim use permit and Chapter 111 erodes local control of the permitting process; limiting a county's ability to foster and guide development, and placing an undue burden on county staff to forego standard permitting practices; and  
Whereas, Chapter 111 includes an opt-out provision as Minnesota Statute 394.307 Sub. 9 that counties may enact through the passage of a county board resolution; now, therefore,  
Be It Resolved, Cook County does not designate Temporary Family Health Care Dwellings as permitted use under Minnesota Statute 394.307; and  
Be It Further Resolved, Cook County elects to opt out of the requirements established in Chapter 111 of the 89<sup>th</sup> Legislature of the State of Minnesota.

Jeff Cadwell, County Administrator, appeared before the Board. Cadwell presented letters to Cook County Representatives urging them to support the AMC County Program Aid recommendations, as the final tax bill did not include the formula revisions which would bring Cook County back on to a portion of the formula. Commissioner Moe expressed his concern that there was no mention in the drafted letters to include mention of IQUA. Motion was made by Moe, seconded by Gamble, and

carried by unanimous vote to approve Administrator Cadwell mailing letters urging our Cook County Representatives to support the AMC County Program Aid recommendations and for Cadwell to add a paragraph in each letter to include mention of IQUA.

Kerrie Berg, Cook County Soil & Water Conservation District Manager, appeared before the Board. Berg explained that Cook County Soil & Water had received a DNR Stream Restoration Grant for Rosebush Creek and that because it is a general obligation bond fund, a unit of government must own or have a permanent easement over the project area. Motion was made by Gamble, seconded by Storlie, and carried by unanimous vote to authorize execution of the DNR Stream Restoration Grant Declaration to be Recorded with Easement to Property known as Rosebush.

Berg then presented new job descriptions and changes for the Soil & Water Office as approved by the SWCD Personnel Committee. Berg explained that Ilena Berg would be taking over the 40 hour a week, District Manager and Water Plan Coordinator position, Theresa Oberg as the 25 hour a week, District Administrator, and a 40 hour a week Conservation Technician currently held by Philip Larson. Motion was made by Moe, seconded by Storlie, and carried by unanimous vote to approve the new job descriptions for the Cook County SWCD office.

Cadwell requested authorization to execute a County Assessor search, without Land Commissioner duties, create a committee to review and screen applicants, interview qualified candidates and make a final recommendation to the Board for hiring. Motion was made by Gamble, seconded by Moe, and carried by unanimous vote to approve the posting and hiring of a County Assessor with the understanding that the County Administrator will act at Land Commissioner until a decision is made on who will fill that role permanently.

Cadwell requested authorization to execute an Emergency Management Director search, create a committee to review and screen applicants, interview qualified candidates and make a final recommendation to the Board for hiring. Motion was made by Moe, seconded by Gamble, and carried by unanimous vote to approve the posting and hiring of an Emergency Management Director.

Judy Hill, Human Resource Specialist, introduced the newly formed LEAN Facilitator Group which gave a presentation on a two day Kaizen training course the group had taken in which they identified steps to make the parcel split process more efficient. Administrator Cadwell informed the Board that the group will continue to train and begin facilitating other LEAN processes within the County. County LEAN Facilitators include: Bill Lane, Planning & Zoning Administrator; Kyle Oberg, GIS Analyst; Rowan Watkins, IT/Radio Support Technician; Nanette Arands, Highway Accounting Clerk; Casey Fitchett, Licensor/Case Aide; Cortnee Bernier, Deputy Auditor Treasurer; Holly Schroeder, Chief Deputy Recorder; Bev Wolke, Office Support Specialist; Judy Hill, Human Resources Generalist; Leah Ekstrom, Attorney's Office Administration; Melissa Rexrode, Sheriff Administration Assistant; Todd Smith, Assistant Assessor; Betty Schultz, Assessor/Land Commissioner.

Correspondence – Memos:

- A. Grand Marais Planning Commission Public Hearing
- B. Cook County Higher Education Meeting Materials

Commissioner Storlie reported that she would attend the WTIP interview on June 29, 2016.

There being no further business, motion was made and carried that the meeting be adjourned at 9:45 a.m.

\_\_\_\_\_  
**HEIDI DOO-KIRK**, Chair  
Cook County Board of Commissioners

ATTEST: **BRAIDY POWERS**  
Auditor-Treasurer

**Cook County  
Request for Time**

e-mail form

3.c.

**Before the Board of Commissioners**

|     |   |                               |   |
|-----|---|-------------------------------|---|
| 1.  | a. Topic or Issue: (As should be listed on agenda)<br>Raffle Permit   | b. Requested Date:<br>7/26/16 | c. Amount of time with Board<br>Consent Agenda<br><input checked="" type="checkbox"/> |
| 2.  | a. Person requesting/presenting<br>Braidy Powers  | b. Phone:                     | c. Email:   |
| 3.  | a. Departments affected:<br>Auditor   | b. Department Head:           | c. Dept been contacted?   |
| 4.  | a. Has the Board addressed this before?   | b. If so, When?               | c. What was the result?   |
| 5.  | Are there other individuals or departments that will be affected by this matter and if so, who? Have they been notified?  |                               |   |
| 6.  | <b>BOARD ACTION REQUESTED</b> (detail what you seek from the board, including motion/vote):<br>Approve by Resolution a permit for lawful gambling for the Mid Trail Property Owners Association for a raffle to be held at Fire Hall #2 on August 10, 2016. |                               |   |
| 7.  | <b>BACKGROUND AND JUSTIFICATION</b> (please be clear and concise; this information will be communicated to the public; and please attach ANY relevant supporting documentation you wish the Board to consider).<br>See attached memo and resolution         |                               |   |
| 8.  | How will this request affect the County Budget?<br>NA   |                               |   |
| 9.  | Have funds been budgeted/allocated for this request?  |                               |   |
| 10. | If funds have been budget or allocated, please give details (i.e., levy, grants, general fund, department budget, or some combination; fully budgeted or partially budgeted; etc.):   |                               |   |

**COUNTY STAFF INFORMATION**

|  |   |
|--|---|
| Meeting Date Set:  | Agenda Item Number:   |
| Auditor-Treasurer Contacted:<br>YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/> | County Attorney Contacted:<br>YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/> |

# MEMO

TO: County Board of Commissioners  
FROM: Braidy Powers, Auditor-Treasurer  
DATE: July 19, 2016  
RE: Raffle permit

Please approve **by resolution** a Permit Application for Lawful Gambling Activity for the **Mid Trail Property Owners Association**, for a raffle to be held at **Fire Hall #2** on **Aug 10, 2016**. Permit Application submitted by Lee Zoft / Voni Swenson.

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF COOK COUNTY, MINNESOTA

RESOLUTION NO. 2016-\_\_\_\_\_

ADOPTED

\_\_\_\_\_ Date

By Commissioner: \_\_\_\_\_

RESOLUTION # 2016-\_\_\_\_\_

BE IT HEREBY RESOLVED, that the Cook County Board of Commissioners hereby approves Permit for Lawful Gambling Activity for \_\_\_\_\_ to conduct a raffle on \_\_\_\_\_, at \_\_\_\_\_.

Commissioner \_\_\_\_\_ seconded the motion for the adoption of the resolution and it was declared adopted upon the following vote:

Ayes:  
Nays:  
Absent:

STATE OF MINNESOTA )  
County of Cook ) ss.  
Office of County Auditor, )

I, Braidy Powers, Auditor of the County of Cook, do hereby certify that the above is a true and correct copy of the resolution adopted by the Board of County Commissioners on \_\_\_\_\_.

WITNESS MY HAND AND SEAL OF OFFICE at Grand Marais, Minnesota, this \_\_\_\_\_th day of \_\_\_\_\_, 2016.

County Auditor \_\_\_\_\_

By \_\_\_\_\_ Deputy

**Cook County  
Request for Time**

e-mail form

3.D.

**Before the Board of Commissioners**

|     |   |                               |   |
|-----|---|-------------------------------|---|
| 1.  | a. Topic or Issue: (As should be listed on agenda)<br>Satisfaction and Release of Septic System Loan  | b. Requested Date:<br>7/26/16 | c. Amount of time with Board<br>Consent Agenda<br><input checked="" type="checkbox"/> |
| 2.  | a. Person requesting/presenting<br>Braidy Powers  | b. Phone:                     | c. Email:   |
| 3.  | a. Departments affected:<br>Auditor   | b. Department Head:           | c. Dept been contacted?   |
| 4.  | a. Has the Board addressed this before?   | b. If so, When?               | c. What was the result?   |
| 5.  | Are there other individuals or departments that will be affected by this matter and if so, who? Have they been notified?  |                               |   |
| 6.  | <b>BOARD ACTION REQUESTED</b> (detail what you seek from the board, including motion/vote):<br>Approve by motion a release and satisfaction of a septic system loan by Karlo and Betty Schultz.   |                               |   |
| 7.  | <p><b>BACKGROUND AND JUSTIFICATION</b> (please be clear and concise; this information will be communicated to the public; and please attach ANY relevant supporting documentation you wish the Board to consider).</p> <p>See attached satisfaction document. the cloing and pay off is scheduled for Friday July 22 at 9:00 a. m. and should be complete at the time of the board meeting.</p> |                               |   |
| 8.  | How will this request affect the County Budget?<br>NA   |                               |   |
| 9.  | Have funds been budgeted/allocated for this request?  |                               |   |
| 10. | If funds have been budget or allocated, please give details (i.e., levy, grants, general fund, department budget, or some combination; fully budgeted or partially budgeted; etc.):   |                               |   |

**COUNTY STAFF INFORMATION**

|  |  |
|--|--|
| Meeting Date Set:  | Agenda Item Number:  |
| Auditor-Treasurer Contacted:   | County Attorney Contacted:   |
| YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/> | YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/> |

(space above line reserved for recording information)

**SATISFACTION AND RELEASE OF SEPTIC SYSTEM LOAN**

July \_\_, 2016

**THAT CERTAIN SEPTIC SYSTEM LOAN** owned by the undersigned, dated May 2, 2014, executed by Karlo Schultz and Betty Schultz, spouses married to each other, to Cook County and filed for record on July 24, 2014 as Document No. 120311 and re-recorded on August 22, 2014 as Document No. 120414, in the office of the Cook County Recorder is with the indebtedness thereby secured, fully paid and satisfied and the lien thereof is hereby released.

**COOK COUNTY**

\_\_\_\_\_  
By:  
Its:

STATE OF MINNESOTA        }  
  } ss.  
COUNTY OF COOK            }

The foregoing instrument was acknowledged before me this \_\_\_ day of \_\_\_\_\_ 2016 by \_\_\_\_\_, the \_\_\_\_\_ of **COOK COUNTY**, on behalf of the county.

\_\_\_\_\_  
Notary Public

THIS INSTRUMENT WAS DRAFTED BY:  
SWANSON & HEEREN, P.C.  
505 West Highway 61  
PO Box 819  
Grand Marais, MN 55604





July 14, 2016

Mr. Braidy Powers  
Cook County Auditor – Treasurer  
411 W 2<sup>nd</sup> Street  
Grand Marais, MN 55604

Dear Mr. Powers,

This letter will confirm our understanding of the engagement arrangements for ***Government Management Group*** to prepare Cook County's 2016, 2017, 2018, 2019 and 2020 central services cost allocation plans.

***Government Management Group*** will prepare Cook County's Central Services Cost Allocation Plans for the fiscal years ending December 31, 2016, 2017, 2018, 2019 and 2020 in conformance with Title 2 CFR Part 200 regulations. We will assist the County in negotiating the plan with the designated cognizant agency and make any revisions that may be necessary. We will monitor federal recoveries to ensure the County receives all eligible recoveries. Annually upon completion, we will deliver to the County one (1) bound paper copy and one electronic (Adobe.pdf) copy of the plan.

The fee for this service will be a fixed fee of \$3,600 (three thousand six hundred dollars) for each plan. We will invoice the County annually upon completion of the plan. This fee includes all costs incurred by us.

I am pleased to have the opportunity to serve you.

If this letter correctly expresses your understanding, please sign below and return one copy to me.

Sincerely,  
***Government Management Group***

P

Dennis Pond  
President

APPROVED:

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Cook County  
Request for Time**

e-mail form

**Before the Board of Commissioners**

3.F.

|     |  |                               |   |
|-----|--|-------------------------------|---|
| 1.  | a. Topic or Issue: (As should be listed on agenda)<br>EMS Performance Grant  | b. Requested Date:<br>7/26/16 | c. Amount of time with Board<br>Consent Agenda<br><input checked="" type="checkbox"/> |
| 2.  | a. Person requesting/presenting<br>Braid Powers  | b. Phone:                     | c. Email:   |
| 3.  | a. Departments affected:   | b. Department Head:           | c. Dept been contacted?   |
| 4.  | a. Has the Board addressed this before? YES  | b. If so, When?<br>every year | c. What was the result?<br>approve  |
| 5.  | Are there other individuals or departments that will be affected by this matter and if so, who? Have they been notified?   |                               |   |
| 6.  | <b>BOARD ACTION REQUESTED</b> (detail what you seek from the board, including motion/vote):<br>Approve by motion the 2016 Emergency Management performance grant in the amount of \$15,770 and authorize the Board Chair and Auditor to sign the agreement.  |                               |   |
| 7.  | <b>BACKGROUND AND JUSTIFICATION</b> (please be clear and concise; this information will be communicated to the public; and please attach ANY relevant supporting documentation you wish the Board to consider).<br>We will receive the grant in early 2017. This is an annual grant of general support for the EMS staff work. |                               |   |
| 8.  | How will this request affect the County Budget?  |                               |   |
| 9.  | Have funds been budgeted/allocated for this request?   |                               |   |
| 10. | If funds have been budget or allocated, please give details (i.e., levy, grants, general fund, department budget, or some combination; fully budgeted or partially budgeted; etc.):  |                               |   |

**COUNTY STAFF INFORMATION**

|  |   |
|--|---|
| Meeting Date Set:  | Agenda Item Number:   |
| Auditor-Treasurer Contacted:<br>YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/> | County Attorney Contacted:<br>YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/> |



|   |  |
|---|--|
| <b>Minnesota Department of Public Safety ("State")</b><br>Homeland Security and Emergency Management Division<br>445 Minnesota Street, Suite 223<br>St. Paul, Minnesota 55101   | <b>Grant Program:</b> Emergency Management Performance Grant 2016<br><br><b>Grant Agreement No.:</b><br>A-EMPG-2016-COOKCO-017 |
| <b>Grantee:</b><br>Cook County<br>411 West 2 <sup>nd</sup> St.<br>Grand Marais, MN 55604  | <b>Grant Agreement Term:</b><br><b>Effective Date:</b> 1/1/2016<br><b>Expiration Date:</b> 12/31/2016                          |
| <b>Grantee's Authorized Representative:</b><br>Jim Wiinanen<br>143 Gunflint Trail<br>Grand Marais, MN 55604<br>Phone: (218) 387-3059<br>e-mail: <a href="mailto:jim.wiinanen@co.cook.mn.us">jim.wiinanen@co.cook.mn.us</a>  | <b>Grant Agreement Amount:</b><br>Original Agreement \$ 15,770.00<br><br>Matching Requirement \$ 15,770.00                     |
| <b>State's Authorized Representative:</b><br>Matti Gurney<br>Homeland Security and Emergency Management<br>445 Minnesota St., Suite 223<br>St. Paul, Minnesota 55101<br>Phone: 651-201-7422<br><a href="mailto:Matti.Gurney@state.mn.us">Matti.Gurney@state.mn.us</a> | Federal Funding: CFDA 97.042<br>State Funding: none<br>Special Conditions: None  |

Under Minn. Stat. § 299A.01, Subd 2 (4) the State is empowered to enter into this grant agreement.

**Term:** Effective date is the date shown above or the date the State obtains all required signatures under Minn. Stat. § 16B.98, subd. 7, whichever is later. Once this grant agreement is fully executed, the Grantee may claim reimbursement for expenditures incurred pursuant to the Payment clause of this grant agreement. Reimbursements will only be made for those expenditures made according to the terms of this grant agreement. Expiration date is the date shown above or until all obligations have been satisfactorily fulfilled, whichever occurs first.

The Grantee, who is not a state employee will:

Perform and accomplish such purposes and activities as specified herein and in the Grantee's approved Emergency Management Performance Grant 2016 Application ("Application") which is incorporated by reference into this grant agreement and on file with the State at Homeland Security and Emergency Management Division, 445 Minnesota Street, Suite 223, St. Paul, Minnesota 55101. The Grantee shall also comply with all requirements referenced in the Emergency Management Performance Grant 2016 Guidelines and Application which includes the Terms and Conditions and Grant Program Guidelines (<https://app.dps.mn.gov/EGrants>), which are incorporated by reference into this grant agreement.

**Budget Revisions:** The breakdown of costs of the Grantee's Budget is contained in Exhibit A, which is attached and incorporated into this grant agreement. As stated in the Grantee's Application and Grant Program Guidelines, the Grantee will submit a written change request for any substitution of budget items or any deviation and in accordance with the Grant Program Guidelines. Requests must be approved prior to any expenditure by the Grantee.

**Matching Requirements:** (If applicable.) As stated in the Grantee's Application, the Grantee certifies that the matching requirement will be met by the Grantee.



**Payment:** As stated in the Grantee’s Application and Grant Program Guidance, the State will promptly pay the Grantee after the Grantee presents an invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services and in accordance with the Grant Program Guidelines. Payment will not be made if the Grantee has not satisfied reporting requirements.

**Certification Regarding Lobbying:** (If applicable.) Grantees receiving federal funds over \$100,000.00 must complete and return the Certification Regarding Lobbying form provided by the State to the Grantee.

**1. ENCUMBRANCE VERIFICATION**

*Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05.*

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**3. STATE AGENCY**

By: \_\_\_\_\_  
(with delegated authority)

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Grant Agreement No. A-EMPG-2016-COOKCO-017/ PO#3000041629

**2. GRANTEE**

*The Grantee certifies that the appropriate person(s) have executed the grant agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.*

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Distribution: DPS/FAS  
Grantee  
State’s Authorized Representative

Budget Summary (Report)

| EMPG               | Award       | Match       |  |  |
|--------------------|-------------|-------------|--|--|
| Budget Category    |             |             |  |  |
| Planning           |             |             |  |  |
| Wages and Benefits | \$15,770.00 | \$15,770.00 |  |  |
| Total              | \$15,770.00 | \$15,770.00 |  |  |
| Total              | \$15,770.00 | \$15,770.00 |  |  |
| Allocation         | \$15,770.00 | \$15,770.00 |  |  |
| Balance            | \$0.00      | \$0.00      |  |  |

Cook County

e-mail form

Request for Time

4. A.

Before the Board of Commissioners

|     |  |                                     |  |  |
|-----|--|-------------------------------------|--|--|
| 1.  | a. Topic or Issue: (As should be listed on agenda)<br>Interim Use Permit for Cazier Properties, LLC.   | b. Requested Date:<br>July 26, 2016 | c. Amount of time with Board<br>10 min | Consent Agenda<br><input type="checkbox"/> |
| 2.  | a. Person requesting/presenting<br>Bill Lane   | b. Phone:<br>3635                   | c. Email:<br>bill.lane@co.cook.mn.us   |  |
| 3.  | a. Departments affected:<br>P and Z  | b. Department Head:<br>Tim Nelson   | c. Dept been contacted?<br>Yes         |  |
| 4.  | a. Has the Board addressed this before? No   | b. If so, When?                     | c. What was the result?                |  |
| 5.  | Are there other individuals or departments that will be affected by this matter and if so, who? Have they been notified?<br>No   |                                     |  |  |
| 6.  | <b>BOARD ACTION REQUESTED</b> (detail what you seek from the board, including motion/vote):<br>Cazier Properties LLC has entered into a purchase agreement with Kevin and Karen Woodward to purchase 160-acres of land north of Pike Lake and west of the Cascade River. Upon purchase, Cazier Properties LLC will lease the land to Positive Energy Outdoors, a 501 (c)3 corporation whose goal is to establish a recreational facility for youth at risk. The Planning Commission approved the IUP request and voiced their belief that a similar action could be enacted by the Board of Commissioners. |                                     |  |  |
| 7.  | <b>BACKGROUND AND JUSTIFICATION</b> (please be clear and concise; this information will be communicated to the public; and please attach ANY relevant supporting documentation you wish the Board to consider).<br>See attached narrative by the Office of Planning and Zoning.  |                                     |  |  |
| 8.  | How will this request affect the County Budget?<br>n/a   |                                     |  |  |
| 9.  | Have funds been budgeted/allocated for this request?<br>n/a  |                                     |  |  |
| 10. | If funds have been budget or allocated, please give details (i.e., levy, grants, general fund, department budget, or some combination; fully budgeted or partially budgeted; etc.):<br>n/a   |                                     |  |  |

COUNTY STAFF INFORMATION

|   |   |
|---|---|
| Meeting Date Set:   | Agenda Item Number:   |
| Auditor-Treasurer Contacted:  | County Attorney Contacted:  |
| YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/> | YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/> |

**CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD  
COOK COUNTY, MINNESOTA**

**ADOPTED**

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**BY COMMISSIONER:**

**RESOLUTION NO.**

**COOK COUNTY BOARD OF COMMISSIONERS  
RESOLUTION OF FINDING AND RECOMMENDATION**

**BE IT RESOLVED**, that upon recommendation of the Cook County Planning Commission, and after public hearing duly held on July 13, 2016 the following **Interim Use Permit** is granted, subject to the noted conditions:

SEE EXHIBIT A FOR LEGAL DESCRIPTION

Cazier Properties, LLC: request for an Interim Use Permit to establish a recreational facility on property adjacent to Bally Creek Road and the Cascade River. Parcel IDs: 51-223-2300, -2400, -3100, -3200.

CONDITIONS ON BACK SIDE OF THIS PAGE

**BE IT FURTHER RESOLVED**, that the County Auditor is directed to file a certified copy of this resolution with the County Recorder.

Commissioner \_\_\_\_\_ seconded the motion for the adoption of the resolution and it was declared adopted upon the following vote:

Ayes:  
Nays:  
Absent:

1. All operations conducted by Cazier Properties, LLC and Positive Energy Outdoors must comply with Minnesota Rule 7080, and the Cook County Septic Ordinance.
2. All structures must conform to Cook County Zoning Ordinance criteria.
3. The use of recreational vehicles for temporary or permanent habitation shall conform to Cook County Zoning Ordinance criteria (*Section 5.12, Cook County Zoning Ordinance*).
4. Kennel management guidelines (*Section 10.06 D, Cook County Zoning Ordinance*) shall serve as a model for Positive Energy Outdoors kennel operations.
5. The property shall conform to all components of the Wetland Conservation Act.
6. Wetland resources on the southern 80-acres shall be delineated and verified by the Cook County LGU prior to site modification.
7. Extraction of sand or gravel resources for road or infrastructure improvements shall require approval of a separate Interim Use Permit and shall conform to Section 10.06 of the Cook County Zoning Ordinance.
8. All relevant guidance provided in the Cook County Zoning Ordinance for the FAR-1 zone district shall be followed.
9. This permit shall be reviewed by the OPZ 1-year following its approval, with results presented to the Planning Commission and Board of Commissioners.
10. Upon sale or transfer of the property, this Interim Use Permit shall terminate. New property owners shall have 60-days to apply for a new IUP, allowing operations established by PEO to continue.
11. This permit shall be amended as a submittal of Cazier Properties, LLC. Cazier Properties LLC shall be responsible for compliance with all conditions of this permit.

**STATE OF MINNESOTA  
COUNTY OF COOK  
OFFICE OF COUNTY AUDITOR)**

I, Braidy Powers, Auditor of the County of Cook, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2014, and that the same is a true and correct copy of the whole thereof.

**WITNESS MY HAND AND SEAL OF OFFICE** at Grand Marais, Minnesota, this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2014.

**COUNTY AUDITOR,**

**BY**

COOK COUNTY PLANNING COMMISSION REPORT TO THE BOARD OF COMMISSIONERS

Application date: June 1, 2016

Planning Commission hearing date: July 13, 2016

Property description: North ½ of the Southwest ¼ AND the South ½ of the Northwest ¼, Section 23, Township 62 North, Range 2 West.

Parcel IDs: 51-223-2300, -2400, -3100, -3200

Fee Paid: \$300.00

Case #: 2016-4CUP

Request for an Interim Use Permit to establish a recreational facility on property adjacent to the Bally Creek Road and Cascade River.

Applicant: Kevin and Karen Woodward  
730 Mount Curve Blvd.  
St. Paul, MN 55116

1. The Woodward properties include four parcels, totaling 160-acres.
2. They have entered into a purchase agreement with Blake Cazier and Stephanie Love, dba Positive Energy Outdoors, a recreational and education 501 (C) 3 organization.
3. Positive Energy's intent is to establish an outdoor recreational facility on the 160-acres, incorporating a variety of outdoor activities.

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A conditional use is an activity or use that would not be appropriate if allowed outright in any number; but which if controlled as to number, location and activity, could be consistent with the Comprehensive Plan and not be injurious to the public health, safety or general welfare. The review of each proposed use must determine that it will or will not be compatible with the standard of this article and if it is found to be, must attach conditions to insure this continued compatibility. (*Section 10.02, Cook County Zoning Ordinance*).

Any use not expressly identified as a permitted, conditional or prohibited use within this Ordinance may, at the discretion of the County, be processed as a conditional or interim use (*Section 10.03 (D), Cook County Zoning Ordinance*).

#### Application, Hearings, Decisions and Conditions

##### A. Applications

1. An application for a conditional or interim use permit shall be filed with the Planning & Zoning Administrator on a proper form provided for that purpose, and shall be submitted in a timely manner as prescribed by the Planning Commission in its rules of procedure.
2. The application shall be complete and shall be accompanied by the required fee, detailed plans drawn to scale and showing all details of the land area and proposed use, as

well as any other information hereinafter prescribed or as is necessary to make clear the nature of the request and proposed use.

3. The Planning & Zoning Administrator shall reject, and refuse to refer to the Planning Commission, any application not complying with the foregoing. Notification of rejection, along with the reason for such action, shall be given to the applicant within ten days of the decision.

#### B. Public Hearing Required

The procedure of Article 15 shall be followed in connection with each conditional use permit. Public hearings for interim use permit requests shall be processed through the same procedures outlined for conditional use permits.

#### C. Decisions

1. Decisions of the Planning Commission on all conditional and interim use permit applications shall be made according to the general requirements and criteria for such permits as listed in Sec. 10.05 of this Ordinance, and to any special requirements and criteria applicable to the particular application as listed in Sec. 10.06 of this Ordinance.

2. The Planning Commission on shall report its findings and recommendations in writing to the County Board of Commissioners within 35 days of the close of the public hearing. The vote of the Commission shall be indicated on the written report.

3. Upon receipt of the report of the Planning Commission, the County Board of Commissioners shall make a decision upon the proposal to grant or deny a conditional use permit.

4. After a conditional or interim use permit is granted, a certified copy of the permit and decision shall be filed with the County Recorder or Registrar of Titles for record. The permit shall include a legal description of the property involved. It shall be the responsibility of the Planning & Zoning Administrator to carry out this provision.

#### D. Conditions

1. In issuing any conditional or interim use permit, the County Board of Commissioners may impose such conditions or restrictions as deemed necessary to protect the public interest, including but not limited to matters relating to appearance, lighting, hours of operation and performance characteristics.

2. A conditional use permit shall remain in effect for so long as the conditions agreed upon are observed. However, whenever it is deemed advisable, a time limitation or review requirement may be placed as a condition on any permit.

3. An interim permit shall remain in effect until the termination date established through the approval process, so long as the conditions agreed upon are observed (*Section 10.04, Cook County Zoning Ordinance*).

### Sec. 10.05 General Criteria and Requirements

A. All classes of conditional use permits may be approved only upon a showing by the applicant that the standards and criteria stated in this section will be satisfied. Since by definition a conditional use is a special use not generally appropriate within the district, the applicant bears the burden of demonstrating a right to the permit by making

such a showing. Absent such a showing, the Planning Commission shall not recommend approval of the application.

B. A conditional use permit may be granted on upon finding all of the following:

1. The use conforms to the land use or comprehensive plan of the county;
2. The use is compatible with the existing neighborhood;
3. The use will not impede the normal and orderly development and improvement in the surrounding area of uses permitted by right in the zone district; and
4. The location and character of the proposed use is considered to be consistent with a desirable pattern of development for the area.

C. When in the opinion of the Planning Commission a conditional use permit may result in a material adverse effect on the environment the applicant may be requested by the Planning Commission to demonstrate the nature and extent of the effect.

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#### Section 10.06 D, Cook County Zoning Ordinance

All kennel operations that require a Conditional Use Permit shall submit a facility operations plan along with the Conditional Use Permit application. The facility operations plan shall contain the following information:

- a. Name of kennel operator(s), address, phone number, signature and date;
- b. Type of kennel operation (i.e. breeding, rescue or sled dog);
- c. Number of dogs over six months of age to be permanently housed on property;
- d. Number of dogs over six months of age to be temporarily housed on property;
- e. Site plan, to include:
  1. Property location, acreage and location of nearest neighbors within 600 feet;
  2. Location of kennel, including any alternate or temporary sites;
  3. Setback distances from kennel area to property lines, neighboring homes, wells and any protected public waters;
  4. Any existing or proposed vegetative buffer strips;
  5. Waste management area (i.e. composting site, spreading area or storage bin);
  6. Location of wells and septic systems; and
  7. Location of dwellings on property.
    - f. Waste management plan;
    - g. Noise management or mitigation plan; and
    - h. Description of supporting infrastructure, such as nearest trail system.
  2. All kennel operations, including waste management areas, shall be setback a minimum of 100 feet from all wells in accordance with the state well code Minnesota Rules Chapter 4725, herein adopted by reference.
  3. All kennel operation areas shall be setback a minimum of 100 feet from all adjoining property lines, except that kennels may be setback closer to any property lines that abut state or federal properties.
  4. A vegetative buffer strip shall be maintained at least 100 feet between any kennel operational area, including waste management areas, and any protected waters or officially

designated drainage ways that lead to protected waters. The width of the buffer strip may be increased considering the slope of the property, proximity to protected waters, and lake classification. Please reference to Soil and Water Conservation District guidance document for details.

5. The County Board, at its discretion, may impose additional setbacks on new kennel or other operational areas on a case-by-case basis upon the review of each conditional use permit request. In creating the site plan, the greatest distance from neighboring residences shall be considered by the applicant, encouraging a minimum setback distance of 600 feet from the closest residence.

6. The noise standards shall in be enforced in conformance with Minnesota Pollution Control Agency Rules Chapter 7030, herein adopted by reference.

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#### Sec. 4.05 FAR-1 Forest/Agriculture Recreation District

The principal purpose of the Forest/Agriculture Recreation (FAR-1) District is to provide for forest management, agriculture uses and recreational activity in the less developed areas of the County.

##### A. Permitted Uses:

1. Forest management facilities.
2. Forest harvesting and replanting based on a specific management plan by the appropriate Federal, State or County agency having jurisdiction.
3. Wildlife preserves.
4. Orchards, harvesting of wild crops such as marsh hay, ferns, moss, berries, tree fruits and tree seeds, collection and processing of maple syrup, and livestock grazing, all when consistent with any other existing management plan for the areas in question.
5. Kennels.
6. Single Family dwelling/manufactured homes.
7. Temporary chipping, debarking and sawmill operations.
8. Farming, including the raising of crops and livestock.
9. Home occupations.
10. Accessory uses, and one accessory structure up to 3,000 square feet without the existence of a primary structure.
11. Vacation Rental Home.
12. Temporary Recreational Vehicle.

##### B. Conditional Uses:

1. Commercial bunkhouse operation.
2. Private and public recreational facilities such as camping areas, golf courses, etc.
3. Schools, churches, and fire stations.
4. Home business.
5. Mobile homes and long term use recreational vehicle.
6. Riding Stables.
7. Bed and breakfast homes.

8. An accessory structure in excess of 3,000 square feet, or any more than one accessory structure without the existence of a primary structure.

#### C. Requirements

1. Minimum lot area 20 Acres
2. Minimum lot width 600 Feet
3. Lot line setbacks:
  - a. Rear Yard 50 Feet
  - b. Side Yard 50 Feet
4. Road Setbacks (from centerline):
  - a. State Highway 130 Feet
  - b. County Road 85 Feet
  - c. Other Public and Private Roads 65 Feet
  - d. Or 35 feet from right-of-way line, whichever is greater.
5. Maximum building height 35 Feet

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*Excerpts from the Land Use Guide Plan (LUGP) for Cook County, Minnesota, 2016*

#### This is a Special Place

##### Economics and Development: Small is Vibrant

Cook County's economy is based upon natural resources and individual talent and determination. Few businesses can be considered large and nearly all are owned by local residents. The county's highly desirable qualities attract and keep creative people capable of using their own and the area's resources to fashion household supporting livelihoods within the county's vibrant, diverse and rurally scaled economy (*LUGP for Cook County, Minnesota, 2016. Page 4.*).

Tourism dominates Cook County's economy representing 54% of wage and salary jobs and 55% of Gross Regional Product (this includes the retail sector). It is based on the county's outstanding natural resources, the arts, and North Shore culture. The next largest sector is public administration followed by health care, construction and educational services (*LUGP for Cook County, Minnesota, 2016. Page 6.*)

#### A Changing Reality

##### Roads and Land Use

The USFS has an extensive road network lacing the interior of the county. This system of approximately 22 miles of crushed aggregate surfaced roads is designated as "administrative" designed and intended to serve national forest purposes (e.g., timber management, access to federal recreation areas); they are not "public roads" in the sense of County roads and are not meant to meet general transportation needs such as providing access to privately owned land or owners to access year-round and seasonal homes (*LUGP for Cook County, Minnesota, 2016. Page 11.*).

## Cook County in 2035

### General Conditions throughout Cook County

The county's economy is healthy, resilient and growing; centered on a vibrant four-season tourism industry. It features a diverse mix of small businesses in the arts, light manufacturing, retail, services and professional enterprises taking advantage of the county's special sense of place, business clusters, and the creativity and talents of local workers and entrepreneurs. Economic activity emphasizes locally produced and supplied goods and services and tends to be small-scale, locally owned, minimally polluting, and supports young workers and families attracted to or desiring to remain in the county (*LUGP for Cook County, Minnesota, 2016. Page 19.*)

## Guiding Principles

### General Land Use

*Goal:* To have an inventory of land suitable and appropriately located for the anticipated types of land uses, compatible with natural resources, and proximity to existing infrastructure. To protect non-compatible land uses from one another (*LUGP for Cook County, Minnesota, 2016. Page 29.*)

Land uses with compelling location-specific requirements such as an industry's need to be adjacent to water and highway for shipping, special commercial facilities (such as ski hills, golf courses or resorts, or uses utilizing existing structures or sites with extraordinary limiting features) must be evaluated in light of those unique requirements or features and the uses potential adverse impacts on adjacent property and uses (*LUGP for Cook County, Minnesota, 2016. Page #7. Page 29.*)

Land ownership should not be a sole determining factor in the development or non-development of land. Overall development patterns of adjacent areas, the ability to economically provide needed public services, natural features, the land's importance or potential importance to larger ecosystems, impacts on the local economy, and other such intrinsic factors must be considered as well (*LUGP for Cook County, Minnesota, #8. Pg 29.*)

Review of conditional uses or rezoning must evaluate impacts on but not limited to: a relationship to the land use plan, benefit to the overall community, adjacent use, air and water quality, traffic generation, public safety and health, area aesthetics, and economic impact on area (*LUGP for Cook County, Minnesota, 2016. #12. Page 29.*)

### Natural Features and Environmental Concerns

Evaluate and minimize adverse impacts on air quality, surface and ground waters, wildlife habitat, ecological systems, and other natural features through land use decisions (*LUGP for Cook County, Minnesota, 2016. #16. Page 30.*)

Consider visual impact of landscape alteration in new development (*LUGP for Cook County, Minnesota, 2016. #17. Page 30*).

The value of natural features as the basis for economic activity in the county should be maintained and enhanced (*LUGP for Cook County, Minnesota, 2016. #18. Page 30*).

Encourage the conservation and preservation of unique or distinctive natural features and systems (e.g., lakes, land areas or other features of scientific, natural history, or archeological significance) in recognition of their importance to the quality of life in Cook County (*LUGP for Cook County, Minnesota, 2016. #19. Page 30*).

Evaluate the cumulative effects of land use decisions on watershed and ecoregion scales; include riparian ecosystem function and the permanent conversion of land (*LUGP for Cook County, Minnesota, 2016. #22. Page 30*).

Minimize adverse impacts of noise and night lighting on adjacent properties and land uses (*LUGP for Cook County, Minnesota, 2016. #23. Page 30*).

Maintain the function and health of the county's hydrologic cycles by protecting wetlands, riparian areas, and streambeds (*LUGP for Cook County, Minnesota, 2016. #24. Page 30*).

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## Considerations

The Woodward IUP request represents the culmination of a purchase agreement which would result in a transfer of properties to Positive Energy Outdoors (PEO), a not-for-profit recreation and educational organization focusing on environmental exploration by groups and individuals.

Positive Energy Outdoors currently is based in St. Louis County. With implementation of the property purchase, a large component of their winter-time educational offerings, including camping, dogsledding and other activities will be based in Cook County.

In reviewing the 160-acres and its appropriateness for proposed activities, the properties are positioned within one of the more remote, non-wilderness landscapes of private land in eastern Cook County. The properties are surrounded by Federal or State lands, and the nearest residential parcel is situated over 1-mile away, to the southeast. Devil Track Lake, the most prominent year-round residential area, is approximately 3-miles away from the proposed PEO site. Access is facilitated by a recently used logging road from the south; other accesses are not available or are thwarted by the Cascade River and/or wetland resources.

The property itself supports a mixed-age and mixed canopy composition and includes both xeric glacial uplands and forested and open wetlands. The Cascade River corridor has a minor presence within the northeastern 40-acres, while Swamp Creek influences the hydrology of most of the northern 80-acres.

Positive Energy Outdoors has identified a multiple-phased approach to implement its recreational and educational objectives on the former Woodward property. As a general overview, Phase 1 will include a wetland delineation of the lower, more accessible 80-acres to identify wetland resources and potential travel corridors for future build-out of the property. Once the delineation is approved, kennel locations (as per site plan) will be established. Beyond Phase 1, Positive Energy Outdoors will expand resource identification in the northern parcels, will improve the travel infrastructure and establish residential lodging and other internal facilities.

Given that access occurs along an unmaintained USFS road, PEO will need to improve that roadway, complemented by USFS Special Use Permit guidelines and allowances. The intent of PEO is to utilize gravel resources within the 160-acre tract to facilitate those road improvements, as well as construct accesses incorporated into property build-out. Because this represents "the extraction and processing of sand, gravel and other minerals (*Section 10.06 B, Cook County Zoning Ordinance*), the OPZ has advised PEO that an interim use permit will be necessary to implement extraction of the gravel resource.

The property's presence in the FAR-1 zone district affords relief from some of the more restrictive, residential zone district uses, including kennels. Because the PEO kennel operation is a permitted use in the FAR-1 zone district, it is not required to submit a facility operations plan as part to kennel operations. The OPZ nevertheless, does request this information as part of transparency throughout the permitting process.

Given the location and relative isolation of the 160-acre property, and apparent good fit with the Land Use Guide Plan zoning constraints in the FAR-1 zone district, this request appears to meet the threshold for the implementation of a private, recreational facility in Cook County.

The following conditions may be assigned to this IUP request:

1. All operations conducted by Positive Energy Outdoors must comply with Minnesota Rule 7080, and the Cook County Septic Ordinance.
2. All structures must conform to Cook County Zoning Ordinance criteria.
3. The use of recreational vehicles for temporary or permanent habitation shall conform to Cook County Zoning Ordinance criteria (*Section 5.12, Cook County Zoning Ordinance*).
4. Positive Energy Outdoors kennel management guidelines (*Section 10.06 D, Cook County Zoning Ordinance*) shall serve as a model for Positive Energy Outdoors kennel operations.
5. The property shall conform to all components of the Wetland Conservation Act.
6. Wetland resources on the southern 80-acres shall be delineated and verified by the Cook County LGU prior to site modification.
7. Extraction of sand or gravel resources for road or infrastructure improvements shall require approval of an Interim Use Permit and shall conform to Section 10.06 of the Cook County Zoning Ordinance.
8. All relevant guidance provided in the Cook County Zoning Ordinance for the FAR-1 zone district shall be followed.
9. This permit shall be reviewed by the OPZ 1-year following its approval, with results presented to the Planning Commission and Board of Commissioners.

10. Upon sale or transfer of the property, this Interim Use Permit shall terminate. New property owners shall have 60-days to apply for a new IUP, allowing operations established by PEO to continue.

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Fifteen letters of notification were sent to adjacent property owners. At the time of this narrative preparation, no comments had been received in the OPZ.

#### Planning Commission Meeting Review

Following a review of the Positive Energy Outdoors (PEO) application and OPZ narrative, Chairman Barton opened the meeting to the public. Representing PEO, Blake Cazier introduced himself and provided a brief overview of PEO, including a projection of PEO's use of the 160-acre Woodward property.

Thereafter, Mr. Barton directed the discussion to Commission members. Commissioner Tull was first to speak, stating he had "a few concerns with the land and the esker" and that he was worried about the disposition of the property "if the outpost fails." He also questioned the purchase of acreage by a non-profit organization and whether that would limit the County's ability to collect taxes on the property. Finally, he stated to Mr. Cazier that there was also "a red flag (for him) because he couldn't find any information about PEO's Board of Directors".

In response to Tull's multiple statements, Mr. Cazier suggested the esker rises nearly 70-feet above the adjacent land and it would be "an important source of material" for access and trail enhancements. Regarding PEO, Mr. Cazier stated "the non-profit was formed as Positive Energy for Youth, with an emphasis on youth at risk." He continued indicating they have a Board of Directors but it is not on the website", suggesting this is not an unusual occurrence. Finally, he stated that "this is a private purchase, and not a purchase by PEO," that "PEO would lease land from the LLC which would be purchasing the property."

Mr. Tull then added "I gotta think about this."

Commissioner LaBoda stated he was "concerned about the extraction of gravel".

Lane responded by identifying the need for an additional permit for the extraction of gravel, as per Article 10 of the Cook County Zoning Ordinance.

Commissioners Seaton and Hiniker both passed on their opportunity to comment.

Commissioner Gervais stated "if you satisfy (conditions) 1 through 10...that's a lot of compliances...I don't see any objection."

Returning to Commissioner Seaton, he asked Mr. Cazier "your LLC is purchasing the property and the leasing to PEO?"

Mr. Cazier "yes".

Mr. Seaton continued by mentioning his Hungry Jack Lake proximity to the “Adventurous Christian dogs and we hear them in the winter.”

Commissioner Hiniker stated he had “no concerns regarding the potential use of property.” Adding “I have no concerns and see no alarms.”

Tull interjected “I am still concerned about PEO when we are actually dealing with an LLC.”

County Attorney Hicken noted “Positive Energy for Youth is on the State 501 c 3 list and that if there is concern about the purchase, I would suggest an additional condition to make the LLC responsible for conditions attached to the permit.” Finally, she stated “taxation is not a purview of the Planning Commission.”

County Chair Heidi Doo-Kirk added “I think there is a lot in this permit...I understand the Planning Commissioner concerns, but these appear to be responsible applicants.”

Chair Barton stated “our concerns should be solely that the use conforms to the Ordinance and that conditions establish an obligation of responsibility on the property owners.”

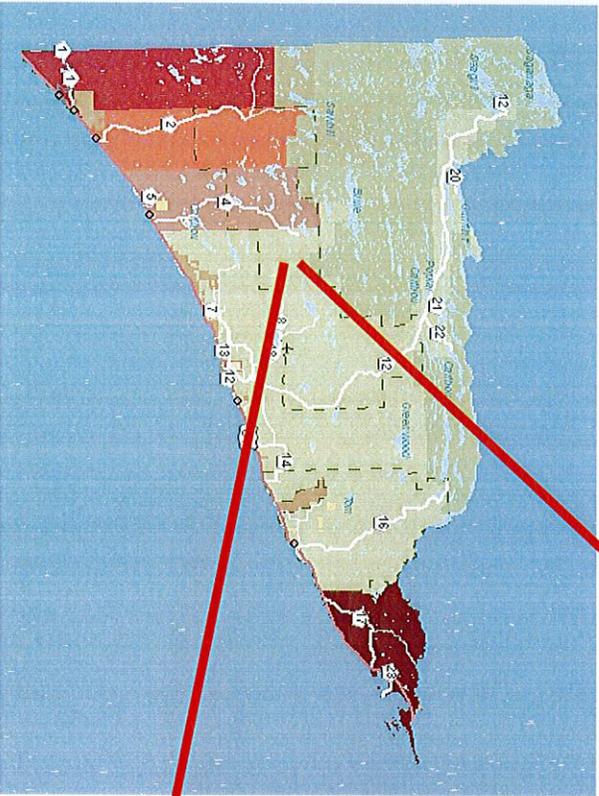
Ms. Hicken then added “there should be an additional condition that “the permit is conditional on the property transaction and that the application should be amended to the LLC of Blake Cazier and Stephanie Love.”

Sensing no additional comments, Chair Barton asked for a motion.

Commissioner Hiniker offered a motion to approve the request for the Interim Use Permit, with the added condition that the application be amended as a submittal of Cazier Properties LLC. and that Cazier Properties LLC be the responsible party for the permit.

Commissioner Gervais seconded the motion and by a unanimous voice vote, the IUP was forwarded to the Board of Commissioners with the recommendation they too approve the Cazier Property LLC’s request to establish a recreational facility on property north of Pike Lake.

Woodward/Positive Energy Outdoors: 2016-4CUP, July 13, 2016



|   |                                       |
|---|---------------------------------------|
| <b>COOK COUNTY, MINNESOTA</b><br><b>APPLICATION FOR CONDITIONAL USE/INTERIM USE PERMIT</b><br><b>FEE: \$300.00</b><br><i>Please note: There is a first of the month application deadline for inclusion on the subsequent month's Planning Commission agenda</i> | Date: 6-1-2016                        |
|   | Parcel ID: 51-223-2300/2400/3100/3200 |
|   | Case #: 2016-4CUP                     |
|   | Fee Paid: \$300.00                    |

A conditional use is an activity or use that would not be appropriate if allowed outright in any number; but which if controlled as to number, location and activity, could be consistent with the Comprehensive Plan and not be injurious to the public health, safety or general welfare. The review of each proposed use must determine that it will or will not be compatible with the standard of this article and if it is found to be, must attach conditions to insure this continued compatibility.

An interim use is a temporary use of property until a particular date, until the occurrence of a particular event or until zoning regulations no longer permits it.

**Instructions**

Prior to submitting your application, you must speak with the Office of Planning and Zoning to discuss your Conditional Use or Interim Use permit request. The application itself should be presented in a clear and concise manner, and should include a demonstration of how your request fits within Cook County Land Use Guide Plan and Zoning Ordinance constraints. In addition, you must include a *legal description* of the property (obtainable from the Cook County Recorder's Office). *All information or data requests must be filled out completely or your application will be returned as incomplete.* If you have any questions about filling out this application, please call the Office of Planning and Zoning at (218) 387-3630.

*Please fill out the following (all information must be included):*

|   |   |
|---|---|
| Property Owner: Kevin-Loren Woodward  | E-mail: kwswitch@hotmail.com                    |
| Legal Address: see attached   | Phone Number: (612) 685 8416                    |
| City: Grand Marais  | State: MN                                       |
| Local Property Address: xyz Bally Creek Rd  | Zone District of Property: FAR 1                |
| Local Phone Number: (218) 683 8777  | Parcel ID: 51-223-2300/2400/3100/3200           |
| How long have you owned the property? 13 years  |   |
| Parcel Acreage: 160 ac  |   |
| Is your property located on a lake or river? <input checked="" type="radio"/> Yes       | <input type="radio"/> No                        |
| If you answered Yes, what is the name of the lake or river? Cascade River & Swamp Creek |   |
| What is the classification of the lake or river? Cascade: R Swamp Creek: TR             |   |
| <b>Current Use of the Property (check all that apply)</b>                               |   |
| Vacant: <input checked="" type="checkbox"/>   | Business: <input type="checkbox"/>              |
| Resort: <input type="checkbox"/>  | Permanent Residence: <input type="checkbox"/>   |
| Seasonal Residence: <input type="checkbox"/>  | Recreational Use Only: <input type="checkbox"/> |

**Site Depiction**

Attach a separate map or sketch plan of the site, including *all structures* on your property and *accurate distances from property lines, roadways, and other property features.*

**Conditional Use/Interim Use Questionnaire (may be answered as a separate narrative)**

Please keep in mind that the Planning Commission members, to whom this application is being presented, may not have personal experience or understanding of your intended property use. You will want to give a **full description of the proposed use or operation** and how it will benefit Cook County.

Also, please note that a *Conditional or Interim Use Permit* may be granted only upon finding all of the following:

1. The use conforms to the land use or comprehensive plan of the county;
2. The use is compatible with the existing neighborhood;
3. The use will not impede the normal and orderly development and improvement in the surrounding area of uses permitted by right in the zone district; and,
4. The location and character of the proposed use is considered to be consistent with a desirable pattern of development for the area.

**Please describe the proposed Conditional or Interim Use:**

Please see attached narrative.

**What is the expected duration of the permitted use?**

see attached narrative.

**Where will this use or operation be conducted?**

See attached narrative.

**How will this use or operation be conducted (i.e., season of operation; hours of operation)?**

See attached narrative.

Describe what property development, building construction, and land use or other permitting will be needed to conduct this operation:

See attached narrative and site plan.

Does your permit meet criteria established by the Land Use Guide Plan of Cook County and the Cook County Zoning Ordinances? Please describe:

Yes. See attached narrative.

Will the proposed use have an adverse effect on adjacent properties?

No.

Will the proposed use impact water quality, air quality, or other shared resources?

No.

Does the proposed use require permits from other permitting sources (i.e., state, federal)?

Yes. See attached narrative.

Include any further comments that might clarify your situation to the Planning and Zoning staff and to the Planning Commission:

See attached narrative.

**Signature Page**

I hereby certify with my signature that all data on my application forms, plans, and charts are true and correct to the best of my knowledge. I understand further that falsification of this application or any attachments thereto, will render this application and subsequent permits invalid.

Signature

Authentisign



Date

5/31/2016

5/31/2016 3:25:56 PM CDT



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### Get Ready for Summer!

Join Positive Energy Outdoors for kayaking, rock climbing, voyageur canoeing and draft horse drawn wagon rides. Can't decide which sounds the most fun? Try a multi element sampler program at our private inland lake, just 15 miles north of Duluth!

Book the portable climbing wall for your community event or company picnic or join us with your group of up to 24 for canoeing in our 26'6" Rabaska voyageur canoes. For grades K-12, we offer day camps and overnight adventure programs for teens. [Click here to learn more »](#)

ABOUT US

DOG SLEDDING

SLEIGH & WAGON RIDES

KAYAKING

ROCK & ICE CLIMBING

PORTABLE CLIMBING WALL

SKIJORING

FIELD TRIPS & GROUPS

DAY CAMPS

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## Welcome to Positive Energy Outdoors!

**Our Mission:** Positive Energy Outdoors (PEO), a 501(c)3 not-for-profit founded in 2004, encourages people and animal powered exploration of the outdoors. Our programs emphasize teamwork, healthy risk taking, and positive communication, creating learning opportunities that can lead to a lifetime of active adventures.

**Our Programs:** Outdoor education blends physical skill building, positive social interactions and time spent in nature. PEO's programs help people of all ages, skill levels and income levels get outside to enjoy activities from rock climbing to dog sledding. Revenue from our public programs and tours for individuals, couples and families, as well as sampler experiences for large groups of up to 60 participants, allows Positive Energy Outdoors to provide no or low cost outdoor education programs for youth from schools and youth agencies.

**Our Supporters:** PEO has been a proud partner agency of the [Head of the Lakes United Way](#) since 2013. This partnership helps support PEO's outdoor education activities for over 1,000 children, including 500+ low-moderate income youth, annually.

Thank you to [maurices](#) for their generous, continued sponsorship of our [portable climbing wall](#) in 2016.

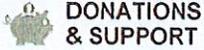
PEO is also proud to be the first recipient of the [HMI Bright Choice Scholarship](#), which allows PEO to expand our program partnerships with the [Duluth YWCA Girl Power Program](#) and the [Boys and Girls Club of the Northland Lincoln Park Branch](#) through 2018.



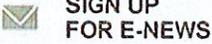
**Unplug. Connect. Grow.** Learn more about how to support PEO's important mission at [GiveMN.org](http://GiveMN.org). Gift certificates are available for all of Positive Energy Outdoors' instructional programs, tours and camps. We can also host your group event at Positive Energy Outdoors' site, located just 30 minutes from Duluth, 45 minutes from Two Harbors or 3 hours from the Twin Cities.



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Positive Energy  
Outdoors 15  
Miles North of



[Your adventure starts here »](#)



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## ABOUT US

DOG SLEDDING

SLEIGH & WAGON RIDES

KAYAKING

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## About Us

### Our Mission

Positive Energy Outdoors encourages people and animal powered exploration of the outdoors. Our programs emphasize teamwork, healthy risk taking, and positive communication, creating learning opportunities that can lead to a lifetime of active adventures. Positive Energy Outdoors activities and educational methods emphasize:

**Team Building:** Creating increased opportunities to connect cooperatively with peers, family, community and mentors through interesting and challenging activities that set high expectations for participants.

**Access:** Providing unique physical activities that not all families, individuals, organizations or schools can provide or afford.

**Experiential Learning:** Offering meaningful participation in activities through a participatory learning approach that promotes interpersonal skills, life skills, healthy choices and positive risk taking among participants.

**Leadership/Volunteer Development:** Creating leadership opportunities through participation, in service projects and community events.

### Our History

In 2004, the husband and wife team of Blake Cazier (B.A.S. Teaching Earth Science) and Stephanie Love (M.S. Experiential Education) co-founded Positive Energy Outdoors, a 501(c)3 not-for-profit outdoor education program, to provide opportunities for low-moderate income youth to experience people and animal powered outdoor activities.

Blake received his B.A.S. Teaching Earth Sciences from the University of Minnesota, Duluth. Prior to starting Positive Energy, Blake spent 13 years as a college outdoor program director, and is one of the most experienced climbing and kayaking instructors and guides in Northeast Minnesota.

Blake has owned sled dogs since 1993, and is passionate about helping people explore the natural world.



Click for Review



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Steph received her M.S. in Experiential Education from Minnesota State University, Mankato, and has led trips for the Voyageur Outward Bound School (VOBS) and directed the HighScope Institute for IDEAS, a model residential camp program for talented, disadvantaged teens. In addition, Steph is currently a consultant for the University of Minnesota Youth Work Learning Lab and the David P. Weikart Center for Youth Program Quality, where she trains youth workers from around the state and nationally on youth development best practices, coaching and program assessment, planning and improvement processes.



DONATIONS & SUPPORT



READ OUR BLOG

info@outdooredventures.org



SIGN UP FOR E-NEWS

Each year, Blake, Steph and Positive Energy Outdoors' professional staff introduce thousands of people to world class outdoor adventure activities in Duluth and on the North Shore of Lake Superior. Our incredible team of outdoor educators has over 40 years of combined professional experience as outdoor educators. Join us for dog sled tours, rock and ice climbing instruction, inland lake and Lake Superior kayak tours and skills instruction courses, as well as draft horse sleigh and wagonette rides. Thank you for participating in our public programs, which continue to provide crucial funding to help defray the direct program costs of the outdoor education experiences we provide for low-moderate income youth. Your adventure starts here!

**From Our Participants:**

My fiancé and I went dog sledding with Positive Energy Outdoors this winter and it was incredible! We felt safe, educated and trusted. Highly recommend this company if you are looking for any type of outdoor adventure that they offer. *Ryan C., Minneapolis, MN*

**Description of proposed Conditional Use:**

Sled Dog Kennel and Outdoor Education Programming at Bally Creek Road Property

**Mission:**

Positive Energy Outdoors, a Duluth based 501(c)3 not-for-profit outdoor education program founded in 2004, encourages people and animal powered exploration of the outdoors. Our programs encourage teamwork, healthy risk taking and positive communication, creating learning opportunities that can lead to a lifetime of active adventures.

**Activities and Duration of Permitted Use:**

Positive Energy Outdoors offers a variety of program activities that may take place immediately (2016), in the near future (within 2 years) or in the future (3+ years) on the Bally Creek Road property as we expand our popular outdoor education programming and opportunities to more effectively train our kennel of sled dogs when there is no snow at our Duluth location.

**Immediate activities may include:** sled dog training with an ATV and dog sledding.

**Near future activities may include:** draft horse driving lessons, sleigh and wagon rides (horses will be living off site at Lutsen Mountains), hiking, fishing along Swamp Creek or Cascade River, forest history activities, winter wall tent or yurt camping.

**Future activities may include:** short or long term cabin/dog yard rental for individuals or families, overnight bunkhouse or rustic cabin accommodation for groups of youth, adults or families

There will be periods of time in the near future when there will be no activity on the property. We anticipate initially using the property from August-December, 2016 and again in March - May, 2017 for ATV sled dog training. We may also use the property for dog sledding during the 2016/2017 winter season in addition to our Fredenberg Township location, depending on snow conditions.

**Where will this use or operation be conducted?**

We would like a permit for a kennel for up to 90 sled dogs on the Bally Creek Road property and on adjacent Forest Service roads.

**How will this use be conducted?**

Seasonal sled dog training (August-December, March-May)  
Seasonal sled dog running (November-April)  
Year round rustic cabins and outdoor education activities

Hours of operation TBD and will vary depending on activity.

**Describe what property development, building construction, and land use or other permitting will be needed to conduct this operation:**

The initial building at the Bally Creek Road site will be the equivalent of one 20' x 8' shipping container for storage. Additionally, a well, outhouse or composting toilet, renewable energy system, compost pile for animal waste and trails will be developed. Once the CUP has been granted, Positive Energy Outdoors will apply for the appropriate driveway, building permit(s), etc. A small site stormwater permit is required. Initial housing will be in one or two RVs.

In addition to a driveway and parking area for up to 10 cars and with room for a bus to turn around and park on the property, three 30 x 120 foot kennel areas will be cleared for sled dog tethering, reserving trees between kennel areas to minimize noise impact and maintain shade.

Future development on the esker may include an additional well, an additional outhouse or composting toilet, additional gray water system, 2-3 rustic guest cabins (12' x 16') or yurts, and a kitchen/gathering area (24' x 30').

See site map for more details.

**Does your permit meet criteria established by the Land Use Guide Plan of Cook County and the Cook County Zoning Ordinances?**

Yes. This property is zoned FAR1, which allows kennels with a permit for business use. In 2015, Positive Energy Outdoors was approached by Lutsen Mountains to bring its draft horses to the ski hill and work toward developing a sleigh ride program, as the providers of sleigh rides in Cook County have all retired. Having an outpost site in Cook County within easy driving distance of both Lutsen and Grand Marais will allow us to more easily partner with Lutsen Mountains, as well as the other resorts and tourism related businesses to offer winter activities (sleigh rides and dog sledding) as well as summer programming (guest cabins for the public, and an outpost site for our adventure camps for teens, some of whom come from as far away as Mexico to participate, and programming such as kayak tours, rock climbing and horse drawn wagon rides at Lutsen Mountains).

Positive Energy Outdoors' mission, vision and values are a match with Cook County's qualities that create a unique sense of place, and attracted our organization to seek out land in Cook County to expand our operations. From the Land Management Plan:

1. The Physical Setting: A Wild Land

Finding a place with no near neighbors to run and train sled dogs is becoming more and more difficult. The Bally Creek Road property is remote and surrounded by public land and not in a popular hunting area. It is an ideal location for a sled dog kennel.

2. Community: Independent and Cooperative

Positive Energy Outdoors looks forward to developing strong partnerships with Lutsen Mountains. In addition, we look forward to having the opportunity to again work with Linda Kratt at the Cook County Visitor's Bureau, and know we can support the tourism industry in the county through our outdoor education programming, which also includes opportunities for young people to participate.

3. People and Nature: The Active Life

Positive Energy Outdoors' mission encourages people and animal powered exploration of the outdoors. Cook County attracts people who share our values of living an active life in nature, and appreciate the opportunity to experience the natural world in new ways. The Bally Creek Road property will both allow us to live our lifestyle with sled dogs and continue introducing new people to outdoor education.

#### 4. Economics and Development: Small is Vibrant

While Positive Energy Outdoors has continued to grow each year, we are a small, family run not-for-profit organization. The Bally Creed Road property will allow our organization to expand its programming and provide opportunities for employment as we take advantage of new partnerships and develop new programs in a like-minded community that shares our values.

A sled dog kennel also fits with the desired future use for Inland Lakes and Forests. Starting as a seasonal residence, and then building to provide year round opportunities for outdoor education, Positive Energy Outdoors will continue to work with the Forest Service to access roads and trails in this minimally developed area. The Bally Creek Road property is accessed off an existing roadway and is 4 miles to the bus stop for our 8 year old, who will attend school for part of the year in Grand Marais when we are training sled dogs, similar to our location in Duluth.

#### **Will the proposed use have an adverse effect on adjacent properties:**

No. All adjacent properties are public land. The Bally Creek Road property is just over 1 mile from the nearest private property.

There are no close neighbors to this property. It is not a popular deer hunting area. We have also discussed our needs with the Forest Service, and do not anticipate any issues in sharing roads and trails with other users.

#### **Will the proposed use impact on water quality, air quality, or other shared resources?**

None. No dust, smoke, smells or pollution are generated by our activities. Please see description of our noise mitigation plan in the separate Kennel Permit Application.

#### **Does the proposed use require permits from other permitting sources (i.e., state, federal)?**

Positive Energy Outdoors is applying for a permit for use of Forest Service roads, land (turnaround trails) and trails through the Forest Service land. The turnaround trail authorization from the Forest Service is the most critical aspect of this process. We have met with Bruce Green who is working with us to create authorized turnaround areas for sled dogs (on ATVs and dog sleds) as well as authorize and permit our use on federal land and trails in the area for future outdoor education program activities.

#### **Include any further comments that might clarify your situation to the Planning and Zoning staff and to the Planning Commission.**

Regarding the potential of developing rustic retreat cabins: This site would be an alternative to Forest Service Campgrounds or wilderness experiences that serve as an important opportunity along the progression from day trips to multi-night wilderness trips. Consider the State of Minnesota's efforts to offer camper cabins as well as private businesses in Cook County that have experience long time success with yurts as well as the new hostel in Cook County. Positive Energy Outdoors' cabins will also support our efforts in working with youth with zero camping experience who participate in our activities, which will allow us to offer multi-day group experiences. We do envision some groups participating in multi-night wilderness trips in the BWCAW, and will use our cabins during their first and last nights.

 5/31/2016  
Authentisign  
5/31/2016 3:20:22 PM CDT

**a. Name of kennel operator(s), address, phone number, signature and date;**

Blake Cazler and Stephanie Love  
Positive Energy Outdoors  
4757 Datka Road  
Duluth, MN 55803  
218-428-5990 (Blake)  
218-391-0147 (Stephanie)

Signature:  Date: 5/31/16

Signature:  Date: 5/31/16

**b. Type of kennel operation (i.e. breeding, rescue or sled dog);**

Sled Dog Kennel

**c. Number of dogs over six months of age to be permanently housed on property;**

Up to 80, however, we do not anticipate sled dogs living at the Bally Creek Road site in the summer.

**d. Number of dogs over six months of age to be temporarily housed on property;**

Up to 80

Please note: Positive Energy Outdoors is a no breed kennel, and there is no plan to have a kennel size larger than 80 dogs, either temporarily or permanently on site. Our current kennel in Duluth is 55 sled dogs, but in the future, we may have a visiting musher who brings his or her own dogs to the site, or we may have the opportunity to expand our dog sledding tours in partnership with Lutsen Mountains.

**e. Site plan, to include:**

**1. Property location, acreage and location of nearest neighbors within 600 feet;**

XYZ Bally Creek Road is 160 acres with no neighbors within 600 feet (nearest private land is over one mile away). Legal address: SW 1/2 of the NW quarter and the N 1/2 of the SW quarter of sec 23 T62N R2W.

**2. Location of kennel, including any alternate or temporary sites;**

Main kennel location: 4757 Datka Road, Duluth, MN 55803

Please see written site plan for physical location of the kennel on the Bally Creek Road site.

**3. Setback distances from kennel area to property lines, neighboring homes, wells and any protected public waters;**

Setback will be at least 100' feet from wells, public water and neighboring homes (over 1 mile). Per conversation with Bill Lane, there will be a 50' setback from the property line (Federal) for a structure, and 50' setback for the kennel area from the property line (Federal).

**4. Any existing or proposed vegetative buffer strips;**

**g. Noise management or mitigation plan; and**

Sled dog kennel noise is generally limited to feeding, hookup time and if a stranger or loose animal comes into the dog yard. Dogs are quiet when running but some bark when the dog sled team has stopped. We are committed to doing everything we can to minimize noise and impact from all of our programs, but in particular, minimizing dog noise. We continually work to improve efficiency during feeding and hookup (as we also do not care for dog noise) and work with our employees, volunteers and the dogs themselves on reducing unwanted barking. It seems, from talking with many neighbors over the years at our Duluth site (there are approximately 20 families within 1/2 mile of our kennel of 55 sled dogs), that the dog noise is no more intrusive than shotgun shooting, low flying airplanes, snowmobile, ATV and personal watercraft use and other noises of daily living (cars, people and other dogs) in this area. We have looked for an additional kennel location for the last few years which has no close neighbors. The Bally Creek Road property has no close neighbors (over one mile to the nearest private property) and is not in a popular deer hunting area.

We have recorded the noise levels of our Duluth kennel during the noisiest times, hookup and feeding, at different locations ranging from less than 1/4 mile to 1/2 mile away and at our waterfront to attempt to provide an accurate picture of the noise the kennel makes at its loudest. Tree cover, topography, building locations and wind help to stop noise from traveling and these considerations will be incorporated into the Bally Creek Road property as well. Audio mp3 files and map of recording locations have been e-mailed to the St. Louis County Planning Department.

During the past 4 years, we have introduced 25 new dogs into our kennel. We have also had dogs retire, who live the rest of their lives in our kennel, even though they are no longer pulling sleds. It takes time for new dogs to acclimate and understand our expectations regarding barking. We will continue to introduce a few new dogs to our kennel every few years (maintaining a maximum kennel size of 90). All dogs are adopted from working kennels where the musher is downsizing or retiring--we do not breed dogs. Dogs generally become quieter as they age.

**h. Description of supporting infrastructure, such as nearest trail system.**

The property will include a trail system for the sled dogs. We have also applied for a permit from the US Forest Service to use the existing forest road system for dog sledding and fall sled dog training with an ATV. The application was approved to move forward in February, 2016 after a preliminary meeting (including a site visit with the forester and marking of turnaround trails to be created on National Forest land). Bruce Green will be communicating with the recreation specialist on June 1, 2016 regarding the status of our application.

**Legal address:** S ½ of the NW quarter and the N ½ of the SW quarter of sec 23 T62N R2W

Kennel will maintain a tree buffer (see written site plan) to assist with noise mitigation plan.

**5. Waste management area (i.e. composting site, spreading area or storage bin);**

Composting site (see written site plan).

**6. Location of wells and septic systems; and**

See written site plan.

**7. Location of dwellings on property.**

RV housing for musher/handler, future use may include up to 3 rustic guest cabins or yurts (see written site plan and CUP application).

**f. Waste management plan;**

Positive Energy Outdoors will compost dog waste. Our facility is considered a backyard compost site (Minnesota Administrative Rules 7035.2525) and no permits are required. Dog waste is allowable for backyard composting (Minnesota Pollution Control Agency). For Positive Energy Outdoors' kennel of up to 90 dogs, dog waste will be collected 1 to 2 times per day and composted in multiple rotating piles which are turned by machine. Dog waste becomes black dirt in 4-6 weeks, depending on the time of year, and appropriate organic matter is added as needed to facilitate effective composting. We have successfully composted dog waste at our Duluth site for the past 19 years. Compost piles are virtually odorless, and piles are placed away from potential sources of groundwater contamination (over 100' from wells, public water, etc.). Well water will be tested periodically for contamination. The most recent tests in July 2013 of our 60 ft wells at 4757 Datka Road and 4833 Datka Road (Fredenberg Lake) showed well water to be safe (with current composting for our kennel of 55 sled dogs).

As an outdoor education program, we are proud of our ability to virtually eliminate landfill bound waste produced on site by our program and personal activities. Positive Energy Outdoors teaches Leave No Trace ethics to program participants, including:

- Plan ahead and prepare
- Travel on durable surfaces
- Dispose of waste properly
- Leave what you find
- Respect wildlife
- Be considerate of other visitors

For the past 19 years at our Duluth property, both personally and as an important part of our business, we have sought out products that have recyclable packaging or are recyclable, purchased used products when possible (no packaging), or have chosen products that create minimal trash. Food waste is composted. Recycling and minimal trash produced by the program and personally that is not recyclable (for example, dog food bags, building materials, etc.) will be taken to North Shore Waste's Transfer Station or the Cook County Recycling Center. We do not expect to have hazardous waste (paint, etc.) on site. Hazardous waste will be taken to WLSSD's Household Hazardous Waste facility in Duluth. Participants are instructed in writing prior to participating in programs and verbally upon arrival and departure to pack out all trash. Staff and volunteers receive a thorough orientation to Leave No Trace principles and site specific expectations for minimal personal garbage with an emphasis on only purchasing products that can be reused, recycled or composted.

## **Addendum Description of Project Phases**

### **Activities and Duration of Permitted Use:**

Positive Energy Outdoors offers a variety of program activities that may take place immediately (2016), in the near future (within 2 years) or in the future (3+ years) on the Bally Creek Road property as we expand our popular outdoor education programming and opportunities to more effectively train our kennel of sled dogs when there is no snow at our Duluth location.

### **Immediate activities (2016):**

- Wetland delineation of south 80 acres (summer 2016)
- Development of sled dog kennels, including well, composting site, etc. (late summer/early fall 2016)
- Development of driveway (300 feet x 13 = 3,900 square feet of impact to reach deciduous forest on southwest 40 acre parcel included in the delineation (late summer/early fall 2016)
- Sled dog training with an ATV (fall 2016)
- Dog sledding (late fall/early winter 2016)

### **Near future and future development activities may include (2017 and beyond):**

- Wetland delineation of north 80 acres for inclusion in wetland bank program
- Development of overnight bunkhouse or rustic cabins (see site map) on esker on south west 40 acres

There will be periods of time in the near future (2017) when there will be no activity on the property. We anticipate initially using the property from August-December, 2016 and again in March - May, 2017 for ATV sled dog training. We may also use the property for dog sledding during the 2016/2017 winter season in addition to our Fredenberg Township location, depending on snow conditions.



# Positive Energy Outdoors Sled dog Kennel

## Kennel Map Detail \* Parcel # 51-223-3100 FAR-1

- \* Maximum permanent # of 80
- \* SE 40 acre parcel of Kevin Woodward 160
- \* nearest neighbor 1 mile to SE
- \* 0.4 mile West of Cascade River

K → K = Kennel stake out (circles 10ft)  
approx 20 dogs (25x100)

⊗ ⊗ ⊗ ⊗ = tree/veg.

⊙ W = well w/ handpump

⊙ P = privy/vault

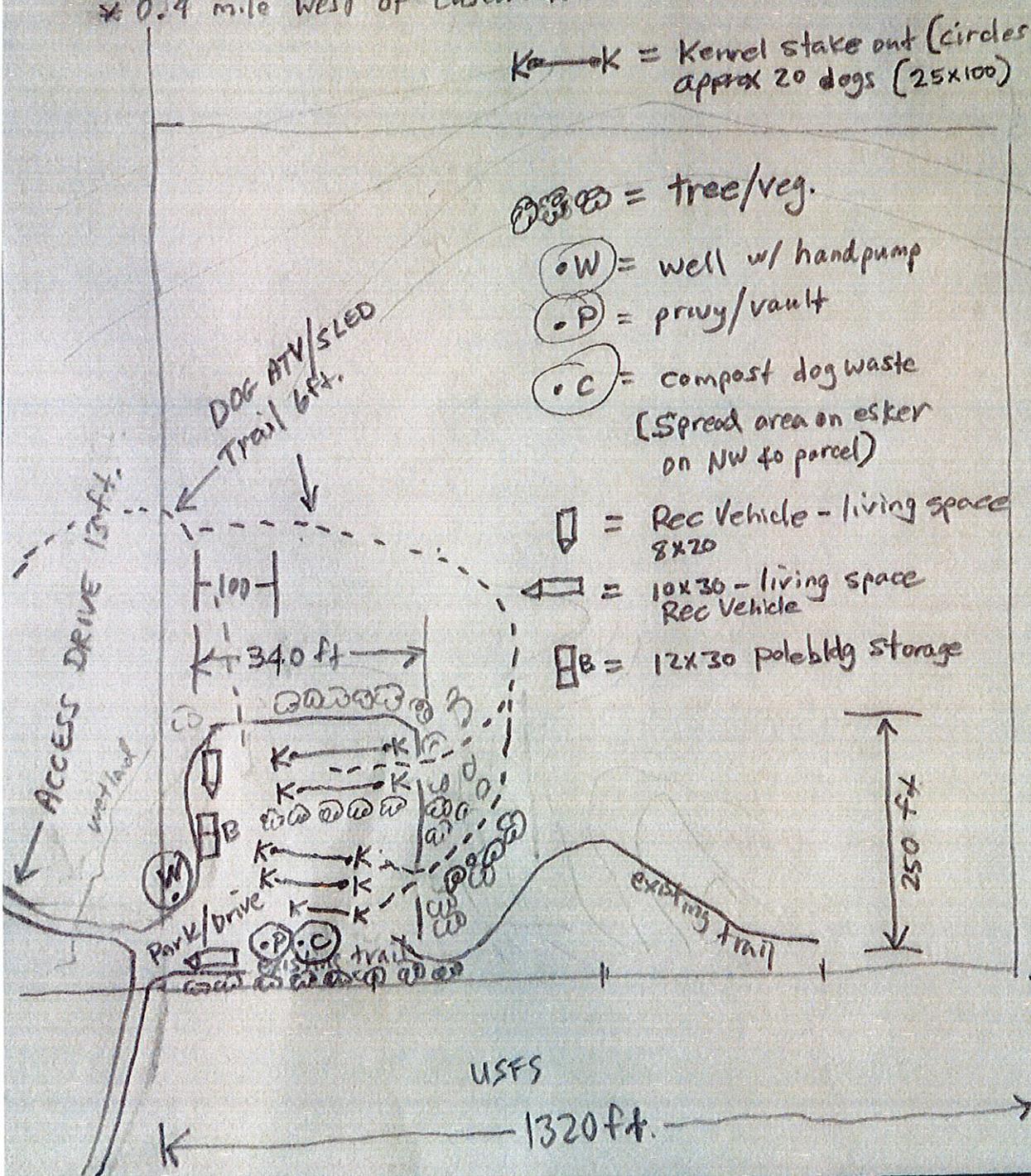
⊙ C = compost dog waste  
(Spread area on esker on NW 40 parcel)

▭ = Rec Vehicle - living space  
8x20

▭ = 10x30 - living space  
Rec Vehicle

▭ B = 12x30 pole bldg storage

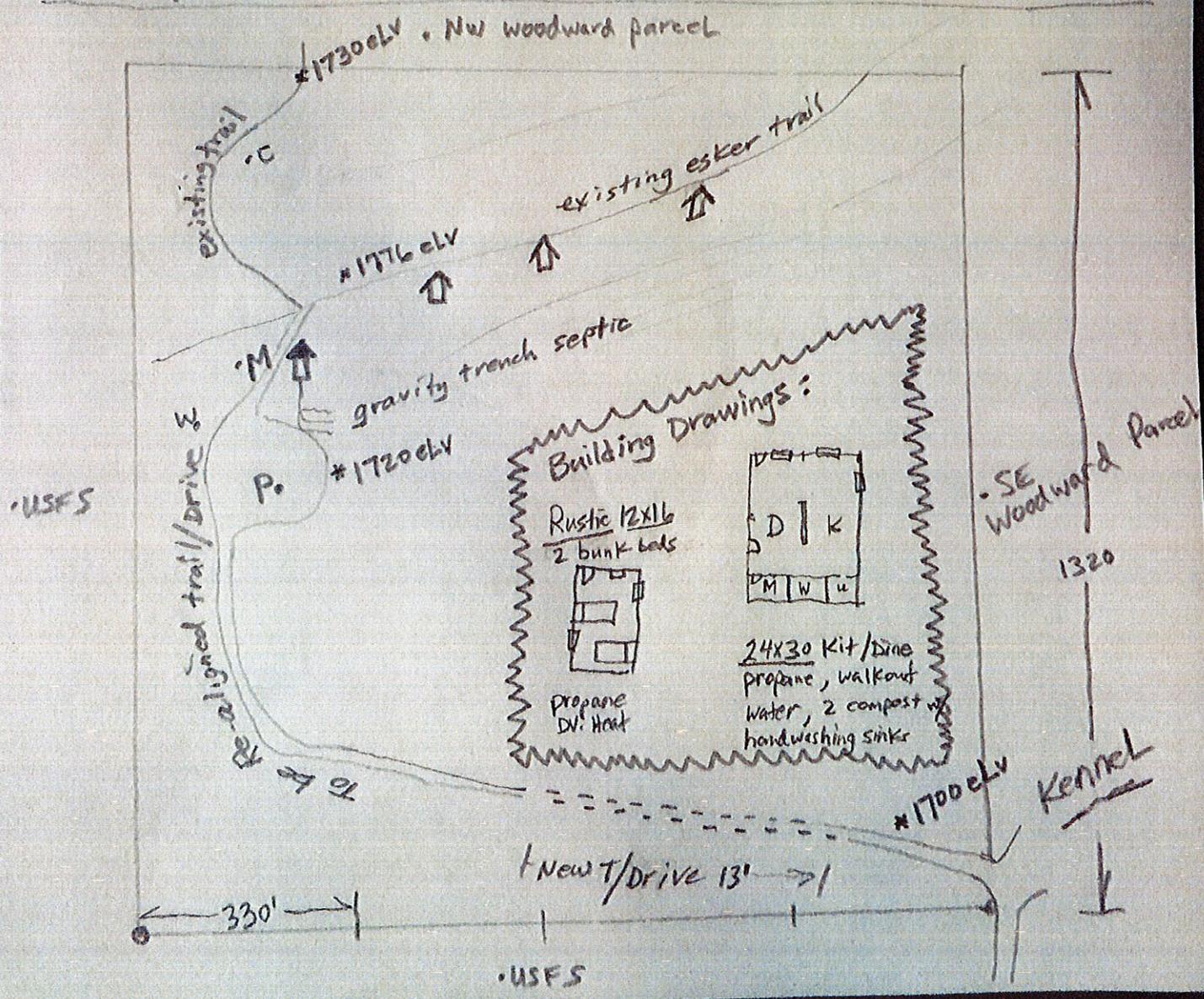
USFS



# Positive Energy Outdoors Future Rustic Cabins

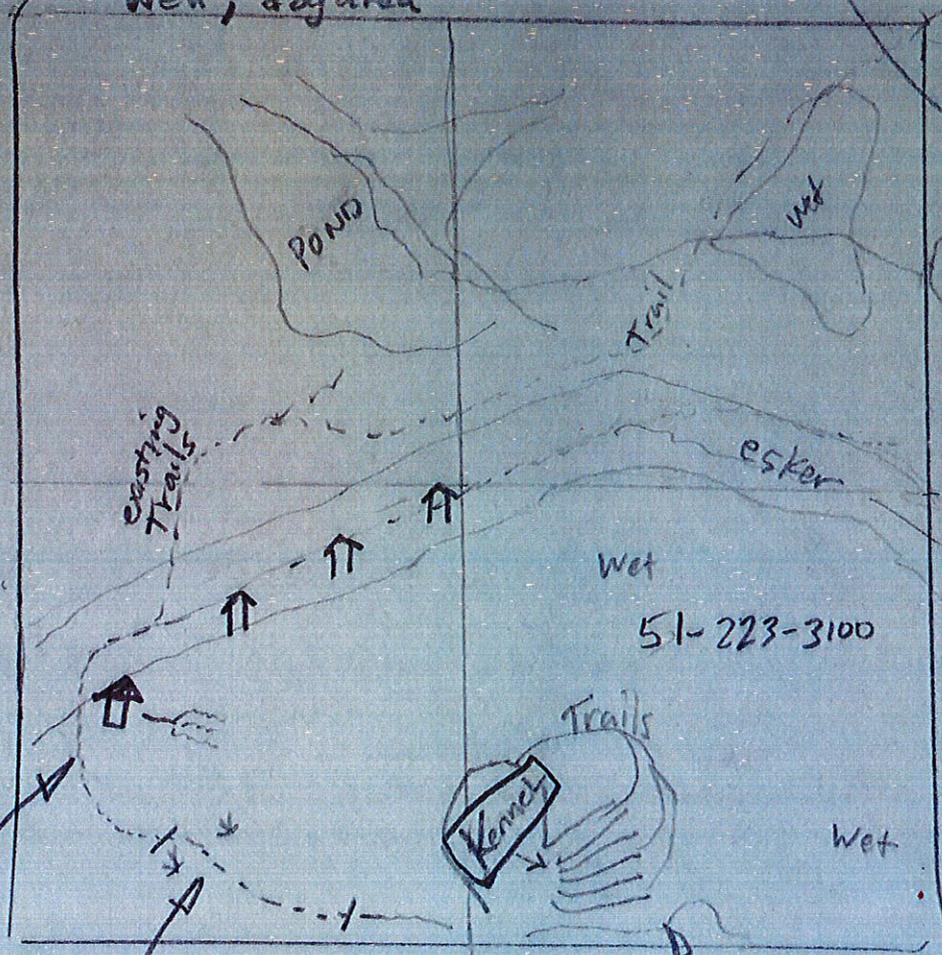
Kitchen/Dining/composting toilet

- \* SW 40 of Kevin Woodward 160 ac
  - \* Parcel 51-223-3200
  - ↑ \* 3 cabins 12x16 □ sleeps 4
  - ↑ \* 1 Kitchen/Dining 24x30 w/ composting toilet 2 seat - 2 sinks  
walkout under restroom for tanks.  
pressurized water.
- W = Well  
 \* C = Compost spread area  
 P = Parking at base of esker  
 \* M = site to grade/Exc for drive material



- ↑ Rustic 12x16 cabins
- ↑ Kitchen/Dining cabin 24x90, well, with composting toilet + grey water system
- Kennel** area - vault toilet, well, dog area

Cascade River  
 BALLY CREEK RD  
 Old Log Road



51-223-3200

existing trail

\* New Trail - 12' x 800 ft.

\* gravel for trail from esker near ↑

TO PIKE LAKE  
 ↓

USFS  
 ACCESS  
 ↑

← 350 →

State of MN  
 Wetland

**Cook County  
Request for Time**

e-mail form

4.B.

**Before the Board of Commissioners**

|     |  |                                     |  |  |
|-----|--|-------------------------------------|--|--|
| 1.  | a. Topic or Issue: (As should be listed on agenda)<br>Air Bed and Breakfast: allowed or permitted?   | b. Requested Date:<br>July 26, 2016 | c. Amount of time with Board<br>10 min | Consent Agenda<br><input type="checkbox"/> |
| 2.  | a. Person requesting/presenting<br>Bill Lane   | b. Phone:<br>3635                   | c. Email:<br>bill.lane@co.cook.mn.us   |  |
| 3.  | a. Departments affected:<br>OPZ  | b. Department Head:<br>Tim Nelson   | c. Dept been contacted?<br>yes         |  |
| 4.  | a. Has the Board addressed this before? <sup>n</sup>   | b. If so, When?                     | c. What was the result?                |  |
| 5.  | Are there other individuals or departments that will be affected by this matter and if so, who? Have they been notified?   |                                     |  |  |
| 6.  | <b>BOARD ACTION REQUESTED</b> (detail what you seek from the board, including motion/vote):<br>A recent request for an AirBnB rental was considered by the Office of Planning and Zoning and Planning Commission. In preparing for the request, the OPZ found that the proposed use was no different than a private room rental or even, a vacation rental by owner (VRBO), which is an allowed use in all Cook County Residential zone districts. Rather than subject the owner to a (perhaps) unnecessary permit, the Planning Commission instead forwarded the topic of AirBnBs to the Board of Commissioners for guidance and input on whether an AirBnB should be afforded consideration as an allowed or permitted use in Cook County. |                                     |  |  |
| 7.  | <b>BACKGROUND AND JUSTIFICATION</b> (please be clear and concise; this information will be communicated to the public; and please attach ANY relevant supporting documentation you wish the Board to consider).<br>see attached OPZ narrative.   |                                     |  |  |
| 8.  | How will this request affect the County Budget?<br>n/a   |                                     |  |  |
| 9.  | Have funds been budgeted/allocated for this request?<br>n/a  |                                     |  |  |
| 10. | If funds have been budget or allocated, please give details (i.e., levy, grants, general fund, department budget, or some combination; fully budgeted or partially budgeted; etc.):<br>n/a   |                                     |  |  |

**COUNTY STAFF INFORMATION**

|   |   |
|---|---|
| Meeting Date Set:   | Agenda Item Number:   |
| Auditor-Treasurer Contacted:<br>YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/> | County Attorney Contacted:<br>YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/> |

## COOK COUNTY PLANNING COMMISSION REPORT TO THE BOARD OF COMMISSIONERS

Submitted May 31, 2016

Planning Commission hearing date: July 13, 2016

Property Description: Part of the Southwest ¼ of the Northwest ¼, Section 23, Township 61 North, Range 1 West. 2348 County Road 7, Grand Marais, MN 55604

Parcel ID: 52-123-2320.

Fee Paid: \$300.00

Case #: 2016-3CUP

Name: Linda and Paul Harvey  
2348 County Road 7  
Grand Marais, MN 55604

Request for an Interim Use Permit to establish an “Air Bed and Breakfast” in the FAR-3 zone district, on property adjacent to County Road 7.

1. The Harvey property includes 26.2-acres with approximately 1,200 feet of frontage on Cook County Road 7.
2. The property was purchased in 1992; the residence was constructed in 2008.
3. The property is located within the Forest Agriculture Residential (FAR-3) zone district.
4. Vacation Rentals by Owner (VRBO) are identified as a permitted use in the FAR-3 zone district.
5. A Bed and Breakfast operation is identified as a conditional use in the FAR-3 zone district.

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### Background and Information Review

Bed and Breakfast Home – An establishment in a residential dwelling that supplies temporary accommodations to overnight guests for a fee where an owner or manager resides on the premises (*Section 2.06, Cook County Zoning Ordinance*).

Vacation Rental Home – A single family dwelling where the dwelling is regularly rented by the owner for periods of less than 30 days and is not occupied by its owner during rental periods (*Section 2.06, Cook County Zoning Ordinance*).

A conditional use is an activity or use that would not be appropriate if allowed outright in any number; but which if controlled as to number, location and activity, could be consistent with the Comprehensive Plan and not be injurious to the public health, safety or general welfare. The review of each proposed use must determine that it will or will not be compatible with the standard of this article and if it is found to be, must attach conditions to insure this continued compatibility. (*Section 10.02, Cook County Zoning Ordinance*).

Any use not expressly identified as a permitted, conditional or prohibited use within this Ordinance may, at the discretion of the County, be processed as a conditional or interim use (Section 10.03 (D), Cook County Zoning Ordinance).

Application, Hearings, Decisions and Conditions

A. Applications

1. An application for a conditional or interim use permit shall be filed with the Planning & Zoning Administrator on a proper form provided for that purpose, and shall be submitted in a timely manner as prescribed by the Planning Commission in its rules of procedure.
2. The application shall be complete and shall be accompanied by the required fee, detailed plans drawn to scale and showing all details of the land area and proposed use, as well as any other information hereinafter prescribed or as is necessary to make clear the nature of the request and proposed use.
3. The Planning & Zoning Administrator shall reject, and refuse to refer to the Planning Commission, any application not complying with the foregoing. Notification of rejection, along with the reason for such action, shall be given to the applicant within ten days of the decision.

B. Public Hearing Required

The procedure of Article 15 shall be followed in connection with each conditional use permit. Public hearings for interim use permit requests shall be processed through the same procedures outlined for conditional use permits.

C. Decisions

1. Decisions of the Planning Commission on all conditional and interim use permit applications shall be made according to the general requirements and criteria for such permits as listed in Sec. 10.05 of this Ordinance, and to any special requirements and criteria applicable to the particular application as listed in Sec. 10.06 of this Ordinance.
2. The Planning Commission shall report its findings and recommendations in writing to the County Board of Commissioners within 35 days of the close of the public hearing. The vote of the Commission shall be indicated on the written report.
3. Upon receipt of the report of the Planning Commission, the County Board of Commissioners shall make a decision upon the proposal to grant or deny a conditional use permit.
4. After a conditional or interim use permit is granted, a certified copy of the permit and decision shall be filed with the County Recorder or Registrar of Titles for record. The permit shall include a legal description of the property involved. It shall be the responsibility of the Planning & Zoning Administrator to carry out this provision.

D. Conditions

1. In issuing any conditional or interim use permit, the County Board of Commissioners may impose such conditions or restrictions as deemed necessary to protect the public interest, including but not limited to matters relating to appearance, lighting, hours of operation and performance characteristics.

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## FAR-3 Forest/Agriculture Residential District (Sec 4.07)

The principal purpose of the Forest/Agriculture Residential (FAR-3) District is to provide for permanent and seasonal areas at a medium density. Farming and other rural activities area also allowed.

### A. Permitted Uses:

1. Single family dwelling/manufactured homes.
2. Farming, including the raising of crops and livestock.
3. Orchards and harvesting of wild crops such as marsh hay, ferns, moss, berries, tree fruits and tree seeds, collection and processing of maple syrup.
4. Forest crop plantations and harvesting.
5. Wildlife refuges and game management habitat areas.
6. Home occupations.
7. Accessory uses, and one accessory structure up to 3,000 square feet without the existence of a primary structure.
8. Vacation Rental Home.
9. Temporary Recreational Vehicle.

### B. Conditional Uses:

1. Commercial bunkhouse operation.
2. Public and private parks, playground and recreational areas.
3. Mobile homes and long term use recreational vehicle.
4. Temporary chipping, debarking and sawmill operations.
5. Riding stables and kennels.
6. Home business.
7. Schools, churches, hospitals, rest homes and fire and police stations and government buildings.
8. 2-4 family dwelling in a single structure.
9. Livestock for commercial purposes.
10. Bed and breakfast homes.
11. An accessory structure in excess of 3,000 square feet, or any more than one accessory structure without the existence of a primary structure.

### C. Requirements:

1. Minimum lot area 5 Acres
2. Minimum lot width 200 Feet
3. Lot Line Setbacks
  - a. Rear Yard 50 Feet
  - b. Side Yard 25 Feet
4. Road Setbacks (from centerline)
  - a. State Highway 130 Feet
  - b. County Road 85 Feet
  - c. Other public and private roads 65 Feet
  - d. Or 35 feet from right-of-way, whichever is greater.
5. Maximum building height 35 F

2. A conditional use permit shall remain in effect for so long as the conditions agreed upon are observed. However, whenever it is deemed advisable, a time limitation or review requirement may be placed as a condition on any permit.
3. An interim permit shall remain in effect until the termination date established through the approval process, so long as the conditions agreed upon are observed (*Section 10.04, Cook County Zoning Ordinance*).

#### Sec. 10.05 General Criteria and Requirements

- A. All classes of conditional use permits may be approved only upon a showing by the applicant that the standards and criteria stated in this section will be satisfied. Since by definition a conditional use is a special use not generally appropriate within the zone district, the applicant bears the burden of demonstrating a right to the permit by making such a showing. Absent such a showing, the Planning Commission shall not recommend approval of the application.
- B. A conditional use permit may be granted on upon finding all of the following:
  1. The use conforms to the land use or comprehensive plan of the county;
  2. The use is compatible with the existing neighborhood;
  3. The use will not impede the normal and orderly development and improvement in the surrounding area of uses permitted by right in the zone district; and
  4. The location and character of the proposed use is considered to be consistent with a desirable pattern of development for the area.
- C. When in the opinion of the Planning Commission a conditional use permit may result in a material adverse effect on the environment the applicant may be requested by the Planning Commission to demonstrate the nature and extent of the effect.

#### Bed and Breakfast Home Standards (*Article 10, Section 10.08, Cook County Zoning Ordinance*)

- A) A maximum of five (5) bedrooms may be rented with a maximum occupancy of 10 persons at one time.
- B) Off-street parking shall be provided with a minimum of one space per guest room and one space for the operator.
- C) Bed and breakfast facilities shall meet lot size and all setback requirements for the zone district in which they are located.
- D) Signs shall be non-illuminated and limited to a maximum size of 6 square feet.
- E) The owner or manager shall be in residence when rooms are being rented by paying guests.
- F) The septic system shall be to code and sized for the proposed use.
- G) The facility shall not be used for commercial receptions, parties, etc. for other than overnight guests.
- H) A license is required by the Cook County Health Department.
- I) If ownership is transferred, an amended conditional use permit must be applied for by the new owner within 60 days of the change of ownership. The conditional use permit will terminate if the amended permit is not requested within 60 days.

---

## Considerations

The advent of Air Bed and Breakfast (AirBnB) establishments has generated significant commercial visibility over the past few years and based upon its internet presence, has established a growing position within Cook County's tourism economy.

A review of AirBnB resources suggests a parallel identity with "vacation rentals by owner" (VRBO), which are a permitted use in all of Cook County's residential zone districts. There are nevertheless, notable differences. For example, VRBOs are centered on the short-term rental of houses or cabins, without the presence of the property owner. In contrast, AirBnB facilities may exhibit a variety of uses including home rentals without a proprietor (*i.e.*, VRBO), single or multiple room rentals without meals, room rentals with meals, and an assortment of other tourism-defined property uses (guiding services, language translator, etc.).

When conversations with the Harveys were initiated, the OPZ asked itself two questions: 1) is a permit necessary? and 2) if it is, what criteria is most representative of the AirBnB use? Were the rental limited to vacant units, we would likely connect an AirBnB to VRBO restrictions and allowances. However, because of the varying use options the AirBnB, and especially the rental of proprietor-present rooms seems to fit more comfortably with the BandB criteria, identified by Section 10.08 of the Cook County Zoning Ordinance.

With that as our discovery, we recognize that some Ordinance modifications will be necessary to include the AirBnB as a component of local governance and that also, it seems pragmatic that the AirBnB be independent of both the VRBO and the BandB (*i.e.*, it be identified as either a permitted or conditional use in the Ordinance).

In the case of the Harvey request, their intent is to offer a single room with food accommodations which at first appearance appears to resemble a limited BandB operation. Moving forward from there, their application and property has been crafted to meet necessary guidelines established in Section 10.08.

If approved, the following conditions may be applied to this IUP:

1. Rental is limited to one bedroom.
2. Two parking spaces shall be reserved for the rental unit.
3. The rental property shall meet all lot size and all setback requirements for the FAR-3 zone district.
4. One permitted, non-illuminated sign, no larger than 6 square feet is allowed, provided it conforms to the Cook County Sign Ordinance.
5. The property owner shall be in residence during room rental.
6. The facility shall not be used for commercial receptions, parties, etc., for other than overnight guests.
7. The septic system(s) shall be to code and sized for the proposed use, and approved by the Cook County Environmental Health Department.

8. A license or other certification from the Minnesota Department of Public Health (MDH) shall be required to operate the AirBnB rental.
9. This Interim Use Permit shall be valid until the sale or transfer of the property. Thereafter, new ownership will have 60-days to apply for a new IUP to allow a continuation of the use.

---

Twenty-seven notices were sent to adjacent property owners. At the time of this narrative preparation, no comments had been received in the Office of Planning and Zoning.

#### Planning Commission Meeting Review

Following a brief review by the OPZ, Commission Chair Barton identified the apparent conflict between an AirBnB rental and its placement within the Cook County Zoning Ordinance. He noted that there are no AirBnB operations mentioned in the Ordinance, and that its parallel use Vacation Rentals by Owner (VRBO), are allowed without permit in all Cook County residential zone districts. To paraphrase Mr. Barton, he suggested that to have one land use allowed without a permit and a similar use allowed only through an Interim Use Permit appears to create a jurisdictional conflict where one may not be necessary. He then suggested the topic should be brought before the Board of Commissioners to allow them to determine the fit of an AirBnB and whether it warranted special mention or even, special consideration as a permitted use in Cook County. His motion to forward the AirBnB process to the Board of Commissioners was approved unanimously by the Planning Commission.



(/)

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▶ **ON AIR**

# B&B Vs. Airbnb: Competition And Common Ground Between Traditional Inns And The New Sharing Economy

By NINA FELDMAN • AUG 7, 2014

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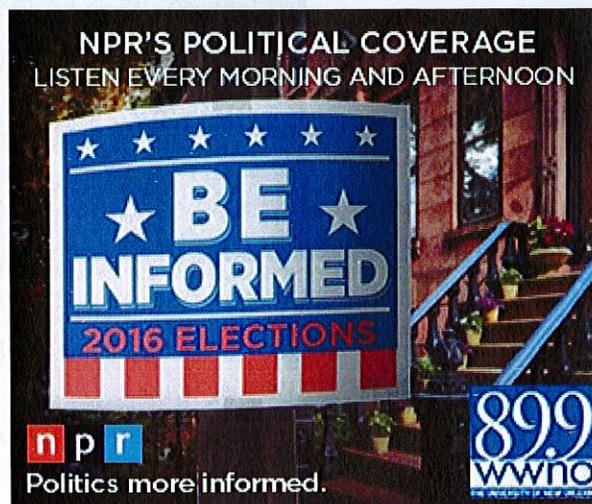
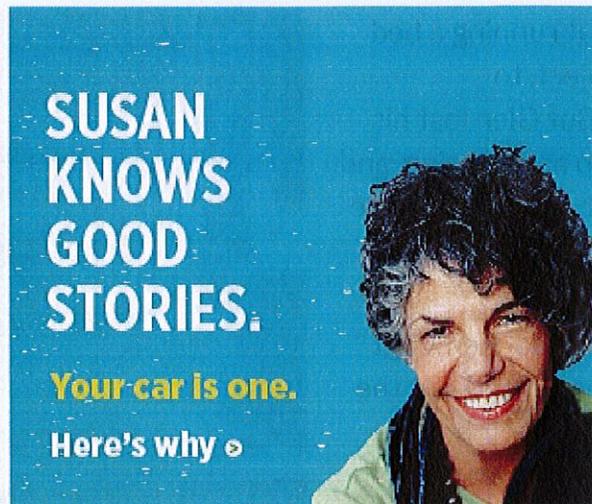
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*The common living Area at H and H Whitney House, a traditional bed and breakfast on Esplanade Avenue.*

CREDIT NINA FELDMAN / WWNO

 Listen  
4:48

*B&B Vs. Airbnb: Competition And Common Ground Between Traditional Inns And The New Sharing Economy*



The New Orleans City Council voted in July to rewrite the law regarding short-term rentals. But a lot remains to be decided about what that law should look like.

One of the biggest arguments against unlicensed vacation rentals typified by Airbnb is that they pose an unfair advantage because they're not subject to the same permitting and taxation requirements as traditional bed and breakfasts.

But what are the differences really between running a B&B and an Airbnb? What are the regulations that unlicensed rental operators are accused of skirting? Which is harder to run? Here's a look at two businesses: one traditional bed and breakfast and one unlicensed short-term rental. They're just a few houses away from each other on Esplanade Avenue, and they're not as different as you might think.

Glen Miller and his business partner Randall Saison bought their 19th Century home on Esplanade Avenue in 1998. At first, Glen and

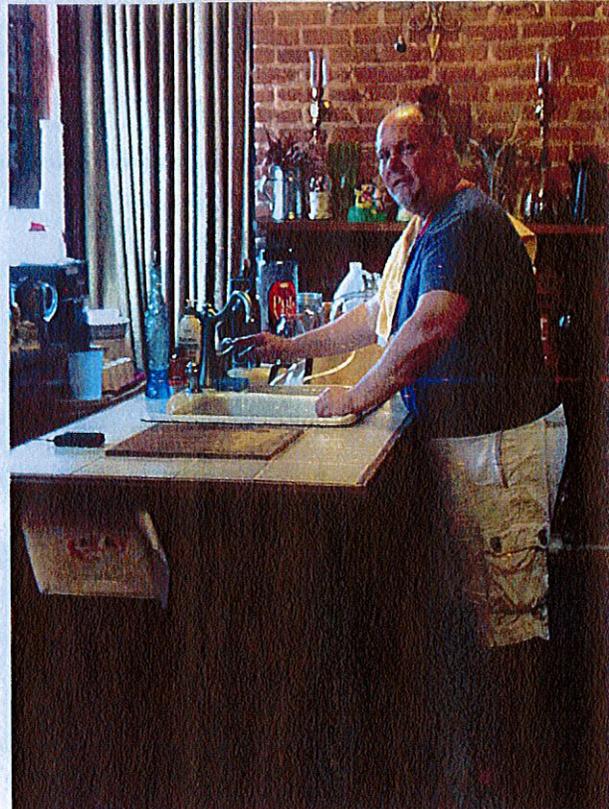
Randall were thinking about running a bed and breakfast as a side project, to supplement their income. But Glen lost his job soon after they were up and running, and for the past 17 years, he's been the full-time innkeeper at the H and H Whitney House.

Just a few blocks down the road, Ken Vogt and his wife April have been renting out the old servant's quarters behind their house. They started in February of this year, and have been doing it through Airbnb.

Ken and April are landlords for several apartments around the city. When they decided to renovate the servant's quarters, it looked like the renovation was going to cost a lot more than they had expected. So, instead of renting it as a regular apartment to a long-term tenant, they fixed it up with Airbnb guests in mind. This meant they could make a lot more from the rent — but it also meant a lot more day-to-day work: Ken cleans the unit every time guests leave, which takes about two hours. At this point, he says they have guests booked in the unit every night.

But the couple says it's worth it. They make about three times as much money from their Airbnb unit than they would from monthly rent. April is expecting a baby, and with the extra income from Airbnb she hopes she won't have to return to work. Plus, Ken Vogt says it's fun. He says their favorite thing about Airbnb is meeting all the different types of people that come through.

"The people that stand out to me the most were actually our first round of guests that we had," he says. "And it was like a week or two before Mardi Gras, which is a really cool time of year. And we all went on a second line together, we had an Endymion party that they came to. We ended up randomly running into them at Buffa's one night, so we ended up hanging out a lot."



<http://mediad.publicbroadcasting.net/p/wwno>

*Glen Miller, the full-time innkeeper at the H and H Whitney House.*

CREDIT NINA FELDMAN / WWNO



[http://mediad.publicbroadcasting.net/p/wwno/files/styles/x\\_large/public/201408/20140807/](http://mediad.publicbroadcasting.net/p/wwno/files/styles/x_large/public/201408/20140807/)

*Ken Vogt in the living room of his Airbnb unit.*

CREDIT NINA FELDMAN / WWNO

A lot of people argue that this type of experience is unique to Airbnb, an online community that's considered part of the so-called sharing economy. The thinking goes that, by signing up for Airbnb, hosts and guests are like-minded and their connection is special. But that relationship with guests is what motivates traditional B&B operators, too.

Glen's guest on the day we visited was named Pascale. She is from Switzerland, and says she and her friend Max came to New Orleans just to get a sense of the city. They found The Whitney House online.

"You don't feel like you're in a hotel, it's really friendly and calm and you meet the other people," she says. "Yeah, it's really cool"

When it comes to applying for a bed and breakfast permit, there are a lot of codes and restrictions. One of the major requirements is that owners must live on the premises. Glen has a little room just off the dining room.

"I have a little bed and office space," he says. "Usually innkeepers have the very smallest, the very messiest space."



Down the street, Kenneth and April live on the same property as their Airbnb, and Ken thinks that should be required. The couple even tried to get a regular B&B license, but because the servant's quarters that they rent are detached from the rest of their house, it technically counts as a "secondary dwelling." In New Orleans, you can't get a B&B permit for a secondary dwelling, so they were denied.

Glen from the Whitney House says a lot of the requirements traditional B&Bs are required to follow don't make sense. He understands why people would go the unlicensed route. He says the laws need fixing.

[\(http://mediad.publicbroadcasting.net/p/wwno/files/styles/x\\_large/public/201408/20140807/\)](http://mediad.publicbroadcasting.net/p/wwno/files/styles/x_large/public/201408/20140807/)

*Vogt rents his rear servant's quarters nightly on Airbnb.*

CREDIT NINA FELDMAN / WWNO

"We should all be pursuing the legal route, and granted City Hall does not make it easy," he says. "We've been trying to get the city to streamline the process to make it easier."

If you go strictly by the numbers, Ken's Airbnb is in direct competition with the nearby Whitney House. Ken charges \$85 a night for a single unit that sleeps four people. Rooms at the Whitney house start at \$125. Glen is not opposed to the competition. He just wants an even playing field.

"A lot of people — especially the people on the other side, the people who are operating these properties — think that these innkeepers want to stamp them out and curb their business, but that's the furthest thing from the truth. We've been pushing all along to have these properties licensed and regulated."

So, in the mighty battle of B&B versus Airbnb, both sides seem to want the same thing: clear rules. May the best inn win.

***This story has been revised to reflect the following correction:***

The building housing H and H Whitney House was built in the 19th Century, not the 17th.

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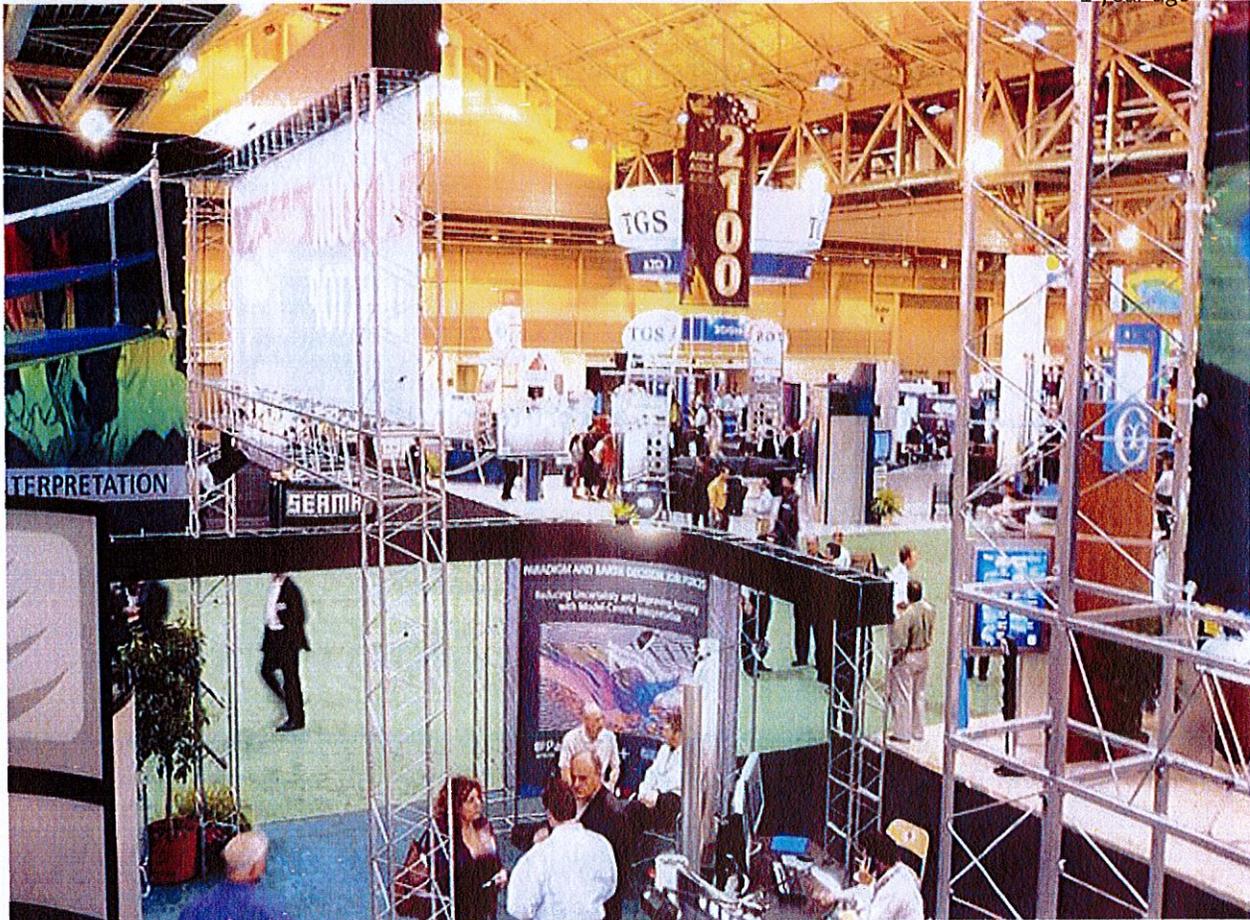
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3 Comments

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**Andy Brot** · 2 years ago

Be ready for a new UNO Study (paid for by AIRB+\$\$\$) that proves they will save us all, if we meet their demands. I say Statistics and Super Bowls look great on paper, but paper won't patch a pot hole- and should not count twice as pounds of trash collected at Mardi Grass- or as healthy growth thrown into dumpsters of houses renovated with for AirBnB \$.

What happens when the tourism slows or stops?

Our one basket of eggs breaks, our housing market collapses, and we risk any middle class job growth with a lag of high Property Taxes and City services and revenue loss. Yes change is needed, but lets also mitigate risk and do whats best for everybody here- Hurricanes = NO TOURISM!!!

And a law is only as good as enforcement, and that's not something something NOLA does well- <http://www.fox8live.com/story/...>

What ever gets written needs to take this into account, with UNO's pro AirBnB paper. Let's incisiveness and self police to penalize those who won't make tourist pay their fare share.

Best from 5110 Freret,  
Andy Brot

Reply · Share



**Bruce Kuehnle** · 2 years ago

They ARE subject to the same rules. AirBnb hosts either chose to ignore them ore plead ignorance

Reply · Share



**InnkeeperVA** · 2 years ago

SALEM — Salem city officials say they're not in a sharing mood. — unless people who offer strangers rides for pay get taxi licenses. and unless people who rent out extra

(<http://uno.edu>)

|            |             |
|------------|-------------|
| Date:      | 5-31-2016   |
| Parcel ID: | 52-123-2320 |
| Case #:    | 2016-3CUP   |
| Fee Paid:  | 300.00      |

**CONDITIONAL USE/INTERIM USE PERMIT APPLICATION**

Application Fee \$300.00 (except PUD)

NAME Paul & Linda Harvey  
 ADDRESS PO Box 1327 Grand Marais, MN 55604  
 E-MAIL ADDRESS PAUL@starbear.org HOME PHONE # 218-370-7994  
 BUSINESS OR ORGANIZATION \_\_\_\_\_  
 PROPERTY ADDRESS 2348 County Rd. 7 SECTION 23 TOWNSHIP 61.0 RANGE 1W

**PURPOSE OR KIND OF USE BEING APPLIED FOR:**

Air B&B LUP

A Conditional use is an activity or use that would not be appropriate if allowed in any number; but which, if controlled as to number, location and activity, could be consistent with the Comprehensive Plan and not be injurious to the public health, safety or general welfare. The review of each proposed use must determine that it will or will not be compatible with the standard of this Article and if it is found to be, must attach conditions to insure this continued compatibility.

- Cook County Land Use policy states that review of conditional uses or rezonings must measure impacts on:
- adjacent uses
  - air and water quality
  - area aesthetics
  - economic impact on the area
  - public safety and health
  - traffic generation.

*Zoning Ordinance, Sec. 10.05 General Criteria and Requirements:*

- A. All classes of conditional use permits may be approved only upon showing by the applicant that standards and criteria stated in this section will be satisfied. Since, by definition, a conditional use is a special use not generally appropriate within the zone district, the applicant bears the burden of demonstrating a right to the permit by making such a showing. Absent such showing, the Planning Commission shall not recommend approval of the application.
- B. A conditional use permit may be granted only upon finding all of the following:
  - 1) The use conforms to the land use or comprehensive plan of the county.
  - 2) The use is compatible with the existing neighborhood.
  - 3) The use will not impede the normal and orderly development and improvement, in the surrounding area, of uses permitted by right in the zone district.
  - 4) The location and character of the proposed use is considered to be consistent with a desirable pattern of development for the area.
- C. When in the opinion of the Planning Commission a conditional use permit may result in material adverse effect on the environment, the applicant may be requested by the Planning Commission to demonstrate the nature and extent of the effect.

**Instructions**

- A. Please attach a separate page or two of narrative that describes:
1. What the special use is and the ultimate purpose or result of the use
  2. The duration of the use
  3. Where it will be conducted
  4. How it will be conducted
  5. What development, building, or land use will be needed
  6. The justification which demonstrates that this use adheres to all of the above stated conditions of the Zoning Ordinance. Supplementary pages of evidence and facts to support this justification may be attached.

Keep in mind that the Planning Commission members, to whom this application is being presented, may not have personal experience or understanding of your particular intended use of the property. You will want to give a full description of your intended operation and how it will function, not just a title, such as "store" or "home business."

- B. Also, please attach a copy of the complete legal description of the property from the County Recorder's Office. Identify the owner of the property, if other than the name above, and any special property use arrangements such as lease agreements or rental.
- C. Also attach a copy of the map of surrounding properties and identify the zoning district in which the property lies. Your application will be considered incomplete and unacceptable without items B and C.
- D. Provide a plan drawing or photos of any development, land use, roads, traffic control, alteration of vegetation or topography, or physical appearance -- or the appearance of the existing development on the site being used if no changes are needed.

Further permits, such as Land Use, Sewage Treatment, Signage, etc., may be necessary for development.

*I certify that all information provided with this application is true and correct to the best of my knowledge:*

Paul R. Harvey signature: 5-10-16 date

## Conditional Use Narrative

Paul & Linda Harvey  
2348 County Road 7

We intend to offer a single suite as a rental accommodation for visitors to Cook County. The guest suite is comprised of one bedroom and one bathroom (en suite) within the current residence. The residence is occupied by the owners, Paul & Linda Harvey, year-round.

The goal of the endeavor is best describe in the United States and Canada as a single-suite bed and breakfast intended for one or two visitors per rental period. This will be an on-going business venture. A long-term rental in excess of two weeks is not the intended use of the space. The space will only be offered to visitors/vacationers to the area. In order to create symbiotic relationships, we will also engage local organizations such as the North House and the Art Colony to offer the guest room for their visitors and workers.

Since it is a single suite offered for one or two visitors, there will be equal or less impact to the neighborhood compared to typical visitor flow of friends and family. There are two existing car parks available for guests, adjacent or near the existing residence. The residence, driveway and car parks are relatively a small portion of our 26.2 acre land parcel. There is a row of trees at least 150 feet in depth that mask activity at the house from view along County Road 7. The nearest full-time residence to our site is 800 feet (as the crow flies). There would be no measurable environmental impact as a result of this enterprise.

This venture would be marketed thusly:

1. **Word-of-Mouth:** We would network with friends and local businesses so they could send referrals our direction.
2. **Social Media:** Said referrals would likely use social media apps to share their experiences. This networking activity would broaden the prospective client base.
3. **World Wide Web:** We would also post our offering on specific search applications such as AirBnB.com. By nature, this site continuously filters both hosts and guest, allowing only the most respected to survive reviews, comments and even metrics summarized over time. All monetary exchanges would be recorded and summarized on a ledger.

**Summary:** This venture would add to the vitality of the community without any “baggage” associated with other commercial developments. The social and environmental impact to the area would be seamless. That is, within the current scope of everyday activity.

**Footnote:** Grand Marais and Cook County generally welcome, and indeed seek out, diversity in economic development. The goal is to round-out economic endeavors and “soften” the dependence on tourism dollars. However, there can also be diversity within the tourism set.

There is a rapidly growing demographic of visitors who want an experience beyond an accommodation. This demographic encompasses many subsets, but is dominated by the “Millennial” group. These

tourists are looking to embrace the spirit of the community via hostels, rooms for rent and even work-for-board offerings. The evidence is beyond anecdotal that this group will actually be dissuaded from a travel destination if there are little or no choices for these types of accommodations.

As the County addresses the issues of compliance for vacation rental homes and units, it is paramount to devise a plan that affords an equal playing field for those offering accommodations for visitors to the area. However, it is equally important to reach-out to the new "flavor" of traveler and not encumber economic development in this arena. Indeed, the Millennial sector is becoming the next large consumer group.

Submitted: May 11, 2016

Paul Richard Harvey

*Paul Richard Harvey*

Linda Marie Harvey

*Linda Marie Harvey*

## Explanation of Warranty Deeds that Comprise the Parcel

Paul & Linda Harvey

2348 County Road 7

The parcel described in the conditional use request was created by three purchases and one conveyance. After the conveyance, the three adjacent parcels all remained below (south) of the center line on County Road 7. I have attached copies of these transactions via the warranty deeds from the Cook County Recorder. The copies are:

### **Purchase 01 – Warranty Deed**

**Conveyance 01 – Warranty Deed - Conveyance of three of thirteen acres back to the original seller**

### **Purchase 02 – Warranty Deed**

### **Purchase 03 – Warranty Deed**

Once aggregated, the entire parcel description is:

**Section 23 Township 61 Range 1W**

**The easterly 733.34 Feet of SW/NW and westerly 458.50 feet SE/NW**

**All south of County Road 7**

Instrument No. 74496

Document No. 74496

STATE OF MINNESOTA }  
COUNTY OF COOK } SS

WARRANTY DEED - INDIVIDUAL TO JOINT TENANTS

I hereby certify that the within instrument was filed in this office for record

No delinquent taxes and transfer entered; Certificate of Real Estate Value (X)filed ( )not required

November 24, 1992

Certificate of Real Estate Value No. 464

at 10:00 A and was duly recorded

November 24, 1992

in book 128 of Deeds page 545

Carol Srescynk  
County Auditor

Alice Powell  
Cook County Recorder

BY: Patrick Harvey  
Deputy

By Dusty Nelms  
Deputy

(reserved for recording data)

STATE DEED TAX DUE HEREON: \$31.35

DATE: NOVEMBER 24, 1992

FOR VALUABLE CONSIDERATION, Elizabeth Singer, a/k/a Elizabeth A. Singer, a single woman, Grantor, hereby conveys and Warrants to Paul R. Harvey and Linda M. Harvey, Grantees, as Joint Tenants, real property in Cook County, Minnesota, described as follows:

The Easterly 440 feet of the Southwest Quarter of the Northwest Quarter, Section Twenty-three (23), Township Sixty-one (61) North, Range One (1) West of the Fourth Principal Meridian, Cook County, Minnesota.

together with all hereditaments and appurtenances belonging thereto, subject to the following exceptions:

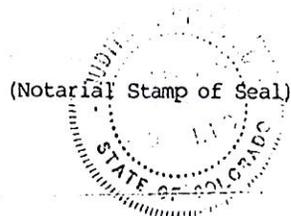
Subject to easements, restrictions and reservations of record, and further subject to easements for roads and public utilities existing on, over or under said premises.

The Seller certifies that the Seller does not know of any wells on the described real property.

Elizabeth Singer  
Elizabeth Singer

STATE OF COLORADO )  
COUNTY OF Denver ) ss.

The foregoing instrument was acknowledged before me this 6<sup>th</sup> day of November, 1992, by Elizabeth Singer, a/k/a Elizabeth A. Singer, a single woman.



Judith A. Billard  
Signature of Notary Public  
My Commission expires Oct. 5, 1993

Tax statements for the real property described in the instrument should be sent to:

This instrument was drafted by:  
James A. Sommerness  
Attorney at Law  
P. O. Box 817  
Grand Marais, Minnesota 55604

Paul R. and Linda M. Harvey  
1128 15th Street  
West Des Moines, IA 50265

Deed Tax hereon of  
\$ 31.35 Paid  
Carol Srescynk  
County Auditor  
Patrick Harvey  
Deputy

CONVEYANCE 01

338

Instrument No. 75890

Document No. 75890  
STATE OF MINNESOTA }  
COUNTY OF COOK } ss

**WARRANTY DEED - INDIVIDUALS TO INDIVIDUAL**

No delinquent taxes and transfer entered;  
Certificate of Real Estate Value  
(X) filed ( ) not required  
Certificate of Real Estate Value No. 336  
August 13, 19 93

I hereby certify that the within instrument  
was filed in this office for record  
August 12, 1993  
at 10:30A and was duly recorded  
in book 135 Deeds page 338

Carol Meserup  
County Auditor  
BY: Thud Harvey  
Deputy

Alic Powell  
Cook County Recorder  
By: Jay A. Drouillard  
(reserved for recording data)

STATE DEED TAX DUE HEREON: \$ 9.90

DATE: August 6, 1993

FOR VALUABLE CONSIDERATION, Paul R. Harvey and Linda M. Harvey, husband and wife, Grantors, hereby convey and Warrant to Elizabeth Singer, a/k/a Elizabeth A. Singer, Grantee(s), real property in Cook County, Minnesota, described as follows:

The Easterly 440 feet of the Southwest Quarter of the Northwest Quarter, Section Twenty-three (23), Township Sixty-one (61) North, Range One (1) West of the Fourth Principal Meridian, Cook County, Minnesota, EXCEPT that portion lying south of the center line of Cook County Road 7 as the same exists this date.

together with all hereditaments and appurtenances belonging thereto, subject to the following exceptions:

Subject to easements, restrictions and reservations of record, and further subject to easements for roads and public utilities existing on, over or under said premises.

The Sellers certify that the Sellers do not know of any wells on the described real property.

Deed Tax hereon of  
\$ 9.90 Paid  
Carol Meserup  
County Auditor-Treasurer  
Thud Harvey  
Deputy

Paul R Harvey  
Paul R. Harvey  
Linda M. Harvey  
Linda M. Harvey

STATE OF IOWA )  
COUNTY OF POLK ) ss.

The foregoing instrument was acknowledged before me this 2nd day of August, 1993, by Paul R. Harvey and Linda M. Harvey, husband and wife.

(Notarial Stamp of Seal)

Cynthia A. Grant  
Signature of Notary Public



Tax statements for the real property described in the instrument should be sent to:

This instrument was drafted by:  
James A. Sommersness  
Attorney at Law  
P. O. Box 817  
Grand Marais, Minnesota 55604

Elizabeth Singer  
700 Washington Street  
Apt. 501  
Denver, CO 80203

Current taxes paid  
August 12, 19 93  
Carol Meserup  
County Auditor-Treasurer  
Thud Harvey  
Deputy



Harvey Parcel via Cook County G.I.S.



Harvey Parcel via Google Earth

**Cook County  
Request for Time**

e-mail form

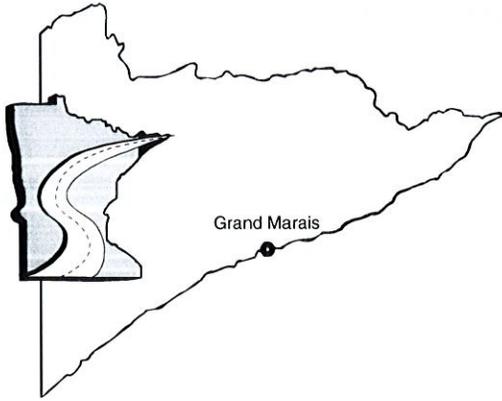
**Before the Board of Commissioners**

5.A.

|     |  |                               |   |
|-----|--|-------------------------------|---|
| 1.  | a. Topic or Issue: (As should be listed on agenda)<br>Furnish and Blend Winter Sand Stockpile CP 16-05   | b. Requested Date:<br>7/26/16 | c. Amount of time with Board<br>5 minutes |
| 2.  | a. Person requesting/presenting<br>David Betts   | b. Phone:<br>218-387-3695     | c. Email:<br>david.betts@co.cook.mn.us    |
| 3.  | a. Departments affected:<br>Hwy Dept   | b. Department Head:           | c. Dept been contacted?                   |
| 4.  | a. Has the Board addressed this before? Yes  | b. If so, When?<br>2015       | c. What was the result?<br>Awarded        |
| 5.  | Are there other individuals or departments that will be affected by this matter and if so, who? Have they been notified?   |                               |   |
| 6.  | <b>BOARD ACTION REQUESTED</b> (detail what you seek from the board, including motion/vote):<br><br>We recommend awarding the project to Isak Hansen & Sons, Inc., of Lutsen, MN.   |                               |   |
| 7.  | <b>BACKGROUND AND JUSTIFICATION</b> (please be clear and concise; this information will be communicated to the public; and please attach ANY relevant supporting documentation you wish the Board to consider).<br><br>Please see attached memo. |                               |   |
| 8.  | How will this request affect the County Budget?<br><br>Neutral   |                               |   |
| 9.  | Have funds been budgeted/allocated for this request?<br><br>Yes  |                               |   |
| 10. | If funds have been budget or allocated, please give details (i.e., levy, grants, general fund, department budget, or some combination; fully budgeted or partially budgeted; etc.):<br><br>Department Budget                                     |                               |   |

**COUNTY STAFF INFORMATION**

|   |   |
|---|---|
| Meeting Date Set:   | Agenda Item Number:   |
| Auditor-Treasurer Contacted:  | County Attorney Contacted:  |
| YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/> | YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/> |



# Cook County Highway Department

609 East 4<sup>th</sup> Ave  
Grand Marais, Minnesota 55604-2308  
Phone (218) 387-3014 Fax (218) 387-3012

## MEMO

**TO:** Cook County Board of Commissioners  
**FROM:** David L. Betts, P.E.  
County Highway Engineer *DLB*  
**DATE:** July 20, 2016  
**RE:** Furnish and Blend Winter Sand Stockpile  
CP 16-05

The Cook County Highway Department received only one bid at its July 20, 2016, bid opening for furnishing and blending 2,500 cubic yards of sand for our winter sand stockpile:

| Contractor               | Unit Price – Delivered/<br>Blended Sand | Bid Amount           | Unit Price – Sand at<br>Contractor's Location |
|--------------------------|---|----------------------|---|
| Isak Hansen & Sons, Inc. | \$32.90/Cu. Yd.                         | \$82,250.00 plus tax | \$18.00/Cu. Yd.                               |

We recommend awarding the project to Isak Hansen & Sons, Inc., of Lutsen, MN.

/nya

**Cook County  
Request for Time**

e-mail form

**Before the Board of Commissioners**

5B.

|     |   |                                     |   |
|-----|---|-------------------------------------|---|
| 1.  | a. Topic or Issue: (As should be listed on agenda)<br>Capital Purchase Request, Armer Radio Equipment   | b. Requested Date:<br>July 26, 2016 | c. Amount of time with Board<br>5 minutes |
| 2.  | a. Person requesting/presenting<br>David Betts  | b. Phone:<br>218-387-3695           | c. Email:<br>david.betts@co.cook.mn.us    |
| 3.  | a. Departments affected:<br>Highway   | b. Department Head:                 | c. Dept been contacted?                   |
| 4.  | a. Has the Board addressed this before? No  | b. If so, When?                     | c. What was the result?                   |
| 5.  | Are there other individuals or departments that will be affected by this matter and if so, who? Have they been notified?<br>No  |                                     |   |
| 6.  | <b>BOARD ACTION REQUESTED</b> (detail what you seek from the board, including motion/vote):<br><br>We are requesting approval from the Board to purchase Armer radio equipment.   |                                     |   |
| 7.  | <b>BACKGROUND AND JUSTIFICATION</b> (please be clear and concise; this information will be communicated to the public; and please attach ANY relevant supporting documentation you wish the Board to consider).<br><br>Please see attached paperwork.                   |                                     |   |
| 8.  | How will this request affect the County Budget?<br>Neutral  |                                     |   |
| 9.  | Have funds been budgeted/allocated for this request?<br>No  |                                     |   |
| 10. | If funds have been budget or allocated, please give details (i.e., levy, grants, general fund, department budget, or some combination; fully budgeted or partially budgeted; etc.):<br><br>Will be paid for from additional revenue and savings on other budgeted items |                                     |   |

**COUNTY STAFF INFORMATION**

|   |   |
|---|---|
| Meeting Date Set:   | Agenda Item Number:   |
| Auditor-Treasurer Contacted:<br>YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/> | County Attorney Contacted:<br>YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/> |

## Cook County Capital Purchase Request

**Requestor:** Dave Betts **Department:** Highway

**Vendor:** DSC Communications

**Description of Item(s) to be purchased:** **Date of Request:** 07/26/16

Four Armer Radios

**Reason for purchase:**

This is for a radio for the dozer, which has not had one, and for the van replacement, as it was not outfitted with one either. Additionally, we're purchasing two handhelds because we are short on radios for traffic control in the summer.

**Cost:**

\$9,038.02

**Is the cost budgeted for? From what fund/dept?**

No, we will be using funds from additional revenue and savings on other budgeted items.

**Detail:**

|                              |            |
|------------------------------|------------|
| Radios for Dozer and Pick-up | \$5,201.00 |
| Handheld Radios              | \$3,837.02 |
| TOTAL                        | \$9,038.02 |



Quote Number: QU0000367637  
 Effective: 28 JUN 2016  
 Effective To: 27 AUG 2016

**Bill-To:**

COOK COUNTY SHERIFF *Hwy DEPT*  
 143 GUNFLINT TRL *609 E 4th Ave*  
 GRAND MARAIS, MN 55604  
 United States

**Attention:**

**Name:** Rowan Watkins  
**Email:** rowan.watkins@co.cook.mn.us  
**Phone:** 218-387-3666

**Sales Contact:**

**Name:** MARK SMITH  
**Email:** MSMITH@DSCCOMMUNICATIONS.COM  
**Phone:** 7153922911

**Contract Number:** MINNESOTA DOT  
**Freight terms:** FOB Destination  
**Payment terms:** Net 30 Due

| Item | Quantity | Nomenclature | Description  | List price | Your price | Extended Price |
|------|----------|--------------|--|------------|------------|----------------|
| 1    | 2        | M36URS9PW1AN | APX1500 7/800                                      | \$1,504.00 | \$1,128.00 | \$2,256.00     |
| 1a   | 2        | GA01339AA    | ENH: SW P25 TRUNKING                               | \$1,070.00 | \$802.50   | \$1,605.00     |
| 1b   | 2        | GA00804AA    | ADD: APX O2 CONTROL HEAD (Grey)                    | \$492.00   | \$369.00   | \$738.00       |
| 1c   | 2        | G444AH       | ADD: APX CONTROL HEAD SOFTWARE                     | -          | -          | -              |
| 1d   | 2        | G66AW        | ADD: DASH MOUNT O2 WWM                             | \$125.00   | \$93.75    | \$187.50       |
| 1e   | 2        | G174AF       | ADD: ANT 3DB LOW-PROFILE 762-870                   | \$43.00    | \$32.25    | \$64.50        |
| 1f   | 2        | W22BA        | ADD: PALM MICROPHONE                               | \$72.00    | \$54.00    | \$108.00       |
| 1g   | 2        | G142AD       | ADD: NO SPEAKER NEEDED                             | -          | -          | -              |
| 1h   | 2        | G24AX        | ADD: 3 YEAR SERVICE FROM THE START LITE            | \$121.00   | \$121.00   | \$242.00       |
| 2    | 2        | H84UCF9PW6AN | APX 1000 7/800 MHZ MODEL 2 PORTABLE                | \$1,550.00 | \$900.00   | \$1,800.00     |
| 2a   | 2        | QA04096AA    | ENH: P25 TRUNKING                                  | \$1,070.00 | \$802.50   | \$1,605.00     |
| 2b   | 2        | H885BK       | ADD: 3 YEAR SERVICE FROM THE START LITE            | \$84.00    | \$84.00    | \$168.00       |
| 3    | 2        | WPLN4232A    | CHARGER, SINGLE-UNIT, IMPRES, 1.25A, 115VAC, US/NA | \$69.30    | \$51.98    | \$103.96       |
| 4    | 2        | PMMN4065A    | MICROPHONE,IMPRES RSM, IP57                        | \$106.70   | \$80.03    | \$160.06       |

**Total Quote in USD**

**\$9,038.02**

**THIS QUOTE IS BASED ON THE FOLLOWING:**

1 This quotation is provided to you for information purposes only and is not intended to be an offer or a binding proposal.

If you wish to purchase the quoted products, Motorola Solutions, Inc. ("Motorola") will be pleased to provide you with our standard terms and conditions of sale (which will include the capitalized provisions below), or alternatively, receive your purchase order which will be acknowledged.

Thank you for your consideration of Motorola products.

2 Quotes are exclusive of all installation and programming charges (unless expressly stated) and all applicable taxes.

**Cook County  
Request for Time**

e-mail form

6.A.

**Before the Board of Commissioners**

|     |   |                               |  |  |
|-----|---|-------------------------------|--|--|
| 1.  | a. Topic or Issue: (As should be listed on agenda)<br>Revolving Loan Approval   | b. Requested Date:<br>7/26/16 | c. Amount of time with Board<br>10 minutes | Consent Agenda<br><input type="checkbox"/> |
| 2.  | a. Person requesting/presenting<br>Braidy Powers  | b. Phone:                     | c. Email:                                  |  |
| 3.  | a. Departments affected:<br>Auditor   | b. Department Head:           |  | c. Dept been contacted?                    |
| 4.  | a. Has the Board addressed this before?   | b. If so, When?               | c. What was the result?                    |  |
| 5.  | Are there other individuals or departments that will be affected by this matter and if so, who? Have they been notified?  |                               |  |  |
| 6.  | <b>BOARD ACTION REQUESTED</b> (detail what you seek from the board, including motion/vote):<br>Approve by motion a revolving loan for improvements to convert a vacant building into rental living space.   |                               |  |  |
| 7.  | <b>BACKGROUND AND JUSTIFICATION</b> (please be clear and concise; this information will be communicated to the public; and please attach ANY relevant supporting documentation you wish the Board to consider).<br>The RLF Committee will be meeting with the applicant on Thursday morning. If the information and presentation are complete, the committee may consider supporting a request to the county board for assistance. That information will be brought to the board for consideration on Tuesday |                               |  |  |
| 8.  | How will this request affect the County Budget?<br>NA   |                               |  |  |
| 9.  | Have funds been budgeted/allocated for this request?  |                               |  |  |
| 10. | If funds have been budget or allocated, please give details (i.e., levy, grants, general fund, department budget, or some combination; fully budgeted or partially budgeted; etc.):   |                               |  |  |

**COUNTY STAFF INFORMATION**

|  |  |
|--|--|
| Meeting Date Set:  | Agenda Item Number:  |
| Auditor-Treasurer Contacted:   | County Attorney Contacted:   |
| YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/> | YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/> |

**Cook County  
Request for Time**

e-mail form

7.A.

**Before the Board of Commissioners**

|     |  |                                     |  |  |
|-----|--|-------------------------------------|--|--|
| 1.  | a. Topic or Issue: (As should be listed on agenda)<br>Set Public Hearing to consider Transportation Tax  | b. Requested Date:<br>July 26, 2016 | c. Amount of time with Board<br>10 minutes | Consent Agenda<br><input type="checkbox"/> |
| 2.  | a. Person requesting/presenting<br>Jeff Cadwell/Dave Betts   | b. Phone:<br>387-3687               | c. Email:<br>jeff.cadwell@co.cook.mn.us    |  |
| 3.  | a. Departments affected:<br>Highway  | b. Department Head:<br>Dave Betts   | c. Dept been contacted?<br>yes             |  |
| 4.  | a. Has the Board addressed this before? <b>yes</b>   | b. If so, When?<br>June 28, 2016    | c. What was the result?                    |  |
| 5.  | Are there other individuals or departments that will be affected by this matter and if so, who? Have they been notified?   |                                     |  |  |
| 6.  | <p><b>BOARD ACTION REQUESTED</b>(detail what you seek from the board, including motion/vote):</p> <p>Request that the board set a time and date for the public hearing required by statute 297A.993 in consideration of a transportation sales and use tax. Recommend setting an evening meeting the week of August 8 or August 15, 2016</p>   |                                     |  |  |
| 7.  | <p><b>BACKGROUND AND JUSTIFICATION</b> (please be clear and concise; this information will be communicated to the public; and please attach ANY relevant supporting documentation you wish the Board to consider).</p> <p>At our workshop in June we looked at the county's capacity to finance infrastructure projects. The model showed the impact that a half cent sales tax option could have in tackling many of these projects without putting all of the burden on the local property tax payers.</p> |                                     |  |  |
| 8.  | How will this request affect the County Budget?  |                                     |  |  |
| 9.  | Have funds been budgeted/allocated for this request?   |                                     |  |  |
| 10. | If funds have been budget or allocated, please give details (i.e., levy, grants, general fund, department budget, or some combination; fully budgeted or partially budgeted; etc.):  |                                     |  |  |

**COUNTY STAFF INFORMATION**

|   |   |
|---|---|
| Meeting Date Set:   | Agenda Item Number:   |
| Auditor-Treasurer Contacted:  | County Attorney Contacted:  |
| YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/> | YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/> |

**297A.993 GREATER MINNESOTA TRANSPORTATION SALES AND USE TAX.**

Subdivision 1. **Authorization; rates.** Notwithstanding section 297A.99, subdivisions 1, 2, 3, 5, and 13, or 477A.016, or any other law, the board of a county outside the metropolitan transportation area, as defined under section 297A.992, subdivision 1, or more than one county outside the metropolitan transportation area acting under a joint powers agreement, may by resolution of the county board, or each of the county boards, following a public hearing impose (1) a transportation sales tax at a rate of up to one-half of one percent on retail sales and uses taxable under this chapter, and (2) an excise tax of \$20 per motor vehicle, as defined in section 297B.01, subdivision 11, purchased or acquired from any person engaged in the business of selling motor vehicles at retail, occurring within the jurisdiction of the taxing authority.

Subd. 2. **Allocation; termination.** The proceeds of the taxes must be dedicated exclusively to: (1) payment of the capital cost of a specific transportation project or improvement; (2) payment of the costs, which may include both capital and operating costs, of a specific transit project or improvement; (3) payment of the capital costs of a safe routes to school program under section 174.40; or (4) payment of transit operating costs. The transportation or transit project or improvement must be designated by the board of the county, or more than one county acting under a joint powers agreement. Except for taxes for operating costs of a transit project or improvement, or for transit operations, the taxes must terminate when revenues raised are sufficient to finance the project.

Subd. 3. **Administration, collection, enforcement.** The administration, collection, and enforcement provisions in section 297A.99, subdivisions 4 and 6 to 12, apply to all taxes imposed under this section.

**History:** 2008 c 152 art 4 s 3; 2009 c 88 art 8 s 4; 2013 c 117 art 3 s 25,26



# 1854 Treaty Authority

4428 HAINES ROAD • DULUTH, MN 55811-1524  
218.722.8907 • 800.775.8799 • FAX 218.722.7003  
[www.1854treatyauthority.org](http://www.1854treatyauthority.org)

June 24, 2016

Charles Traxler  
Assistant Regional Director-External Affairs  
U.S. Fish and Wildlife Service  
5600 American Boulevard W. Suite 990  
Bloomington, Minnesota 55437-1458

RE: Consultation to List Moose Under the Endangered Species Act

Dear Mr. Traxler:

The 1854 Treaty Authority is a tribal organization created by the Bois Forte Band of Chippewa and the Grand Portage Band of Lake Superior Chippewa to manage and protect treaty rights and resources in the territory ceded to the United States by the Treaty of September 30, 1854. Because the rights to hunt and fish were expressly reserved in that Treaty, the Bands have authorized the Authority to regulate member activities in the Ceded Territory and manage the resources for subsistence hunting, fishing and gathering.

For nearly three decades, the Authority has regulated the taking of moose in the Ceded Territory and has conducted or participated in population surveys, habitat assessments, and habitat improvement projects that focus on the moose in the Ceded Territory. The moose is a key component of both the Bands' tradition of subsistence hunting and their culture.

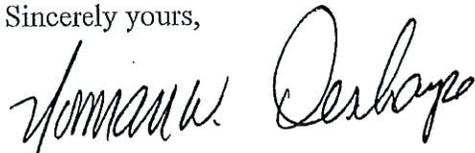
Because the proposal to list the moose as threatened or endangered clearly impacts the Bands' treaty rights and a valuable tribal trust resource, Secretarial Order No. 3206 requires consultation with the affected Bands. Both Grand Portage and Bois Forte will make government-to-government contacts with the Department, and have directed

that the 1854 Treaty Authority – the resource agency to off-reservation treaty rights and resources – be part of that consultation process.

The Authority would like to meet with the Fish and Wildlife Service and the Bureau of Indian Affairs to discuss how we will participate in the listing process as described in paragraph (B) of the Appendix to Secretarial Order No. 3206. We will contact you with possible meeting dates in early July.

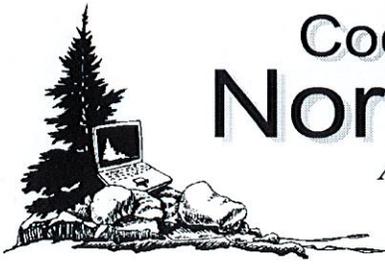
If you have any questions in the meantime, please contact Sonny Myers, Executive Director of the 1854 Treaty Authority.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Norman Deschampe". The signature is written in a cursive, flowing style.

Norman Deschampe, Chairman  
1854 Treaty Authority  
Board of Directors

C: Diane Rosen, Regional Director BIA  
Bois Forte Tribal Council  
Grand Portage Tribal Council



# Cook County Higher Education North Shore Campus

9.B.

*Advanced Education and Training on the North Shore*

300 W. 3<sup>rd</sup> Street, Po Box 57 Grand Marais, MN 55604

(218) 387-3411 email: [highered@northshorecampus.org](mailto:highered@northshorecampus.org)

## **CCHE Board of Directors Agenda**

**Monday July 25, 2016 Location: North Shore Campus, Room 114**

**Finance Committee: 3:30**

**Board Meeting: 4:00 – 5:00**

**Mission:** Provide local access and support for college education and training on the North Shore of Lake Superior.

*Education Where You Live*

**Vision:** Building a sustainable higher education and workforce training presence in Cook County that meets the needs of individual students and local organizations.

*College Prep • College Degrees • Workforce Training • Lifelong Learning*

### **A. Approval of Agenda**

4:00

### **B. Approval of Minutes** May minutes attached

### **C. Committee Reports**

**Finance:** Roger Opp – See enclosed CPA report. Opp will present a comprehensive report covering our 2016 financial outlook and 2017 preliminary budget.

4:01 – 4:40

**Executive Director:** Paula Sundet Wolf – see enclosed activity report

4:41 – 4:43

**Program:** see enclosed reports on coming events & activities

4:44 – 4:45

**Legislative:** Paula Sundet Wolf – special session being scheduled; see Exec Report

**Scholarship:** No news at this time

**Fundraising:** Donna Gestel – September 7, Afternoon Tea

4:45 – 4:50

**Outreach:** No news at this time

**Personnel:** Halbersleben will report on MnSure renewal.

4:50 – 4:55

- Board Action on Committee Reports -

### **D. Other Business**

4:55 – 5:00

**Adjourn**

5:00

**Next Meeting:** August 22, 2016 *Note: this is the 4<sup>th</sup> Monday, but not the last Monday of the month.*

[www.northshorecampus.org](http://www.northshorecampus.org)

\* An Equal Opportunity Provider \*

**Cook County Higher Education Board of Directors Meeting Minutes**  
**June 27, 2016 Board Meeting 4:00-5:15pm**  
**CCHE Classroom 114, North Shore Campus, Grand Marais, Minnesota**

**Board Members Present:** Janet Ditmanson, Roger Opp, Bob Pranis, Janice Latz, Doug Bruce, Clair Nalezny, and Donna Gestel. **Staff Members Present:** Paula Sundet Wolf

**Meeting called to order.**

**A. Approval of Agenda:**

With the addition of a Scholarship Committee report, Moved: Pranis, Second: Opp. Motion carried.

**B. Approval of March Minutes:**

Moved: Latz, Second: Nalezny. Motion carried.

**C. Board Business: Strategic Goals Meeting**

**1. Scholarship Committee:** Ditmanson reported that the scholarship committee met to review applications, and the committee recommends funding the following scholarships:

1 North Shore Health Care scholarships totaling \$500

5 Wes Hedstrom scholarships totaling \$2,500

2 Carlson scholarships totaling \$4,000

7 Lloyd K. Johnson scholarships totaling \$17,710

Opp asked about the funding sources for the scholarships. Ditmanson responded that the Lloyd K. and NSHCF scholarships are grant dependent, and the others have savings account balances from annual contributions (as opposed to endowment funds) to keep the process as simple as possible. Bruce moved to approve scholarship awards totaling \$24,710;

Second: Nalezny. Motion carried.

**2. Financial Picture:** Opp reported, walking board members through the 2014/2015 audit. Noted that the audit letter again awards CCHE a clean opinion of our fiduciary responsibilities. Opp pointed out details throughout the audit, in particular that pages 5 and 6 are used in the 990 report, which is posted publicly. He noted that over 2/3 of our expenses are used for program expenses, which is an excellent ratio for an educational services non-profit. Opp also drew attention to page 7, which shows all of our sources of cash, and where they are used. Opp also suggested we look to build our legacy giving over the coming years. Regarding the 990 report, Opp stated the information used largely comes from the audit. Opp recommended that the board accept the audit and 990 report. Moved: Bruce, Second: Pranis. Motion carried.

**3. Looking Forward – short term and long term:** Ditmanson stated that after reviewing the county funding rough draft, she felt it had vision elements that would be valuable for the board to review and asked Sundet Wolf to put this into a PowerPoint presentation for today's meeting. Sundet Wolf proceeded with the PowerPoint. Discussions centered on the following:

- **Percentages of individuals served compared to population:** According to U.S. Census data, 74% of CCHE clients should be coming from outside of Grand Marais. According to the CCHE database we are barely reaching 22%.
- **CCHE client demographics:** How are the four areas of services are represented on the pie chart? For instance, it looks as though Grand Portage is not being served well, but if we just look at enrolled students, they are highly represented. Sundet Wolf will see if she can separate out the data to provide a more detailed view.
- **Capacity to serve:** Expanding services to reach outside Grand Marais requires increased staffing and funding, which is the thrust of our county funding request. Discussed how we know there is a need in these outlying areas – Sundet Wolf

responded that we don't yet, but plan on doing some survey work which will be tied to a Northland grant proposal to be submitted soon (with approval of CCHE board). Also pointed out that the Northland grant focuses on **people in poverty**, a population that CCHE primarily serves. CCHE is making the assumption that people with limited resources would be less likely to travel to Grand Marais to our office.

- **Timeline of Increased Services:** The county grant proposal sets a goal to increase services by at least 5% to residents outside of Grand Marais. This is a one-year goal and involves establishing meeting locations throughout the county. Other one year goals include surveying area businesses, and new hires for increasing capacity. Longer timeline goals (2 to 3 year goal): establishing at least three certificates for businesses and offering more locally offered degrees and diplomas.
- **Utilizing additional \$20,000 for technology and new hire:** Board members observed that our data help us demonstrate our need, and as we tighten up the data, we can look at it in new ways. Discussed the new hire as primarily data entry initially, with some event assistance, and initially as a temp position – and entirely dependent on future funding. Immediate technology needs, such as electronic registrations meshing with our database, credit card payments at events, video testimonials, and a new web page.
- **Board Action Items:** To move forward, the board approved the following:
  - a. Preliminary 2017 budget to for county funding request: Opp moved acceptance of the proposed 2017 budget; Second: Pranis; Discussion: Latz expressed concern about fixing a budget so far in advance of the 2017 year; Opp stated the budget is a place-holder and can be revised as needed, and is an annual process required for the county grant request. Motion carried.
  - b. Utilization of additional \$20,000 from state for technology and new hire: Ditmanson moved to accept the personnel committee recommendation to utilize the \$20,000 from the state for a new hire and for technology needs: Second: Opp; Motion carried.
  - c. Submission of the Northland Foundation grant by the June 30<sup>th</sup> deadline: Moved: Nalezny; Second Gestel. Motion carried.

**Motion to Adjourn:** Moved: Nalezny, Opp seconded, Motion carried

**Next Board Meeting:** The next meeting is July 25, 2016

#### **Resolutions Accepted at the June 27, 2016 Board of Director's Meeting:**

1. **Approval of Agenda:** With the addition of a Scholarship Committee report, Moved: Pranis, Second: Opp. Motion carried.
2. **Approval of March Minutes:** Moved: Latz, Second: Nalezny. Motion carried.
3. **Scholarships:** Bruce moved to approve scholarship awards totaling \$24,710; Second: Nalezny. Motion carried.
4. **Audit and 990:** Opp recommended that the board accept the audit and 990 report. Moved: Bruce, Second: Pranis. Motion carried.
5. **2017 Budget:** Opp moved acceptance of the proposed 2017 budget; Second: Pranis; Discussion: Latz expressed concern about fixing a budget so far in advance of the 2017 year; Opp stated the budget is a place-holder and can be revised as needed, and is an annual process required for the county grant request. Motion carried.
6. **\$20,000 for technology and new hire:** Ditmanson moved to accept the personnel committee recommendation to utilize the \$20,000 from the state for a new hire and for technology needs: Second: Opp; Motion carried.
7. **Submission of the Northland Foundation grant** by the June 30<sup>th</sup> deadline: Moved: Nalezny; Second Gestel. Motion carried.

GM Accounting LLC  
PO Box 550  
Certified Public Accountant  
Grand Marais, MN 55604  
218-387-1180

To the Board of Trustees of  
Cook County Higher Education  
Grand Marais, MN 55604

I have compiled the accompanying statement of financial position of Cook County Higher Education (a non-profit organization) as of June 30, 2016, and the related statement of activities for the one month and six months then ended. We have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with accounting principles generally accepted in the United States of America.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of financial statements.

Our responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared in accordance with U.S. generally accepted accounting principles. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the organization's assets, liabilities, net assets, revenue, and expenses. Accordingly, the financial statements are not designed for those who are not informed about such matters.

I am not independent with respect to Cook County Higher Education.

  
George F. Maruska

July 19, 2016

**Cook County Higher Education  
Statement of Financial Position  
As of June 30, 2016**

**ASSETS**

**CURRENT ASSETS**

|                                    |           |                  |
|------------------------------------|-----------|------------------|
| Petty Cash                         | \$ 26.28  |                  |
| Cash in Bank - NSCU Savings #4     | 200.46    |                  |
| Cash in Bank - MM NSFCU            | 28,361.58 |                  |
| Cash in Bank - GM State Bank       | 4,943.83  |                  |
| Cash in Bank - NSCU Savings Orig   | 630.30    |                  |
| Cash in Bank - Patronage Rebate    | 2,735.90  |                  |
| Cash in Bank - Community Advantage | 10,244.96 |                  |
| <b>Total Unrestricted Assets</b>   |           | <u>47,143.31</u> |

**CURRENT ASSETS RESTRICTED**

|                                     |              |                   |
|-------------------------------------|--------------|-------------------|
| Cash in Bank - Endowment Fund       | \$ 63,759.26 |                   |
| Cash in Bank - Hedstrom Savings #3  | 6,179.33     |                   |
| Cash in Bank - Beaupre CD 1201      | 2,837.26     |                   |
| Cash in Bank - Beaupre Saving #2    | 1,153.41     |                   |
| Cash in Bank - Carlson Savings      | 10,467.06    |                   |
| Cash in Bank - EDA & NSHCF Savings  | 2,855.23     |                   |
| Cash in Bank - Hedstrom 12 Month CD | 15,314.43    |                   |
| Cash In Bank-Lloyd K Savings #5     | 10.90        |                   |
| Cash in Bank-Outpost Office         | 372.02       |                   |
| <b>Total Restricted Assets</b>      |              | <u>102,948.90</u> |

|                             |                   |
|-----------------------------|-------------------|
| <b>Total Current Assets</b> | <u>150,092.21</u> |
|-----------------------------|-------------------|

**PROPERTY AND EQUIPMENT**

|                                   |                     |                   |
|-----------------------------------|---------------------|-------------------|
| Building                          | 544,896.37          |                   |
| Furniture & Equipment             | 66,688.38           |                   |
| Less: Accumulated Depreciation    | <u>(132,586.00)</u> |                   |
| <b>Net Property and Equipment</b> |                     | <u>478,998.75</u> |

|                     |                      |
|---------------------|----------------------|
| <b>TOTAL ASSETS</b> | <u>\$ 629,090.96</u> |
|---------------------|----------------------|

**Cook County Higher Education  
Statement of Financial Position  
As of June 30, 2016  
Liabilities and Equity**

|  |    |                      |
|--|----|----------------------|
| <b>CURRENT LIABILITIES</b>             |    |                      |
| Medicare Withholding Tax               | \$ | 236.11               |
| Federal Withholding Tax                |    | 732.00               |
| FICA Withholding Tax                   |    | 1,009.57             |
| State Withholding Tax                  |    | 418.00               |
| Accrued Unemployment Tax               |    | <u>48.00</u>         |
| <b>Total Current Liabilities</b>       |    | <u>2,443.68</u>      |
| <b>LONG-TERM DEBT</b>                  |    |                      |
| Note Payable - NSFCU Mortgage          |    | 56,847.26            |
| Note Payable - Cook County             |    | <u>57,010.82</u>     |
| <b>Total Long-Term Debt</b>            |    | <u>113,858.08</u>    |
| <b>Total Liabilities</b>               |    | <u>116,301.76</u>    |
| <b>EQUITY</b>                          |    |                      |
| Restricted Fund Balance - Beaupre      |    | 3,990.67             |
| Restricted Fund Balance - LLoyd K.     |    | 10.90                |
| Restricted Fund Balance- Carlson       |    | 10,467.06            |
| Restricted Fund Balance - Hedstrom     |    | 21,493.76            |
| Restricted Fund Balance - Endowment    |    | 64,642.55            |
| Restricted Fund Balance -EDA & NSHC    |    | 2,855.23             |
| Restricted Fund Balance-Outpost office |    | 372.02               |
| Restricted Fund Balance - Building     |    | 6,491.22             |
| Unrestricted Fund Balance              |    | 433,164.82           |
| Net Income(Loss)                       |    | <u>(30,699.03)</u>   |
| <b>Total Equity</b>                    |    | <u>512,789.20</u>    |
| <b>TOTAL LIABILITIES AND EQUITY</b>    |    | <u>\$ 629,090.96</u> |

See Accountants' Compilation Report

## Cook County Higher Education INCOME STATEMENT

|                                  | 1 Month Ended<br>June 30, 2016 | 1 Month Ended<br>June 30, 2015 | 6 Months Ended<br>June 30, 2016 | 6 Months Ended<br>June 30, 2015 |
|----------------------------------|--------------------------------|--------------------------------|---------------------------------|---------------------------------|
| <b>Revenue</b>                   |                                |                                |                                 |                                 |
| Cook County Grant                | \$ 15,000.00                   | \$ 0.00                        | \$ 15,000.00                    | \$ 0.00                         |
| Project Grants                   | 0.00                           | 0.00                           | 500.00                          | 6,075.00                        |
| Other Revenue - Dividend Incom   | 0.00                           | 0.00                           | 143.85                          | 220.96                          |
| Interest Income                  | 43.02                          | 42.51                          | 272.22                          | 300.78                          |
| Workshop Fee's                   | 1,556.72                       | 1,933.31                       | 9,316.03                        | 11,207.68                       |
| Wes Hedstrom S Fund              | 0.00                           | 0.00                           | 350.00                          | 1,300.00                        |
| Student Support                  | 1,910.00                       | 985.00                         | 2,071.00                        | 5,817.76                        |
| General Operating Gifts/donor gi | 2,772.35                       | 150.00                         | 6,755.01                        | 2,109.73                        |
| Michel Beaupre S Fund            | 25.00                          | 25.00                          | 1,090.00                        | 462.00                          |
| Other Income - Facility Use Fee  | 370.00                         | 485.00                         | 2,630.00                        | 1,890.00                        |
| Endowment Contributions          | 19.01                          | 38.44                          | 123.49                          | 256.21                          |
| Other Scholarships - EDA         | 25.00                          | 0.00                           | 25.00                           | 10,000.00                       |
| Lloyd K Johnson Grant- Program   | 0.00                           | 0.00                           | 50,000.00                       | 60,000.00                       |
| Lloyd K Johnson Grant Scholars   | 0.00                           | 0.00                           | 0.00                            | 10,000.00                       |
| Carlson S Fund                   | 0.00                           | 15.00                          | 124.00                          | 86.25                           |
| Unrealized Gain/(Loss)           | 0.00                           | 0.00                           | (875.49)                        | 583.90                          |
| Outpost Office-Revenue           | 372.02                         | 0.00                           | 372.02                          | 0.00                            |
| <b>Total Sales</b>               | <u>22,093.12</u>               | <u>3,674.26</u>                | <u>87,897.13</u>                | <u>110,310.27</u>               |
| <b>Gross Profit</b>              | <u>22,093.12</u>               | <u>3,674.26</u>                | <u>87,897.13</u>                | <u>110,310.27</u>               |

See Accountants' Compilation Report

## Cook County Higher Education INCOME STATEMENT

|                                 | 1 Month Ended<br>June 30, 2016 | 1 Month Ended<br>June 30, 2015 | 6 Months Ended<br>June 30, 2016 | 6 Months Ended<br>June 30, 2015 |
|---------------------------------|--------------------------------|--------------------------------|---------------------------------|---------------------------------|
| <b>Operating Expenses</b>       |                                |                                |                                 |                                 |
| Wages - Director                | 3,354.46                       | 3,200.00                       | 21,726.76                       | 20,800.00                       |
| Wages - Other                   | 4,787.20                       | 4,544.00                       | 30,995.20                       | 30,486.00                       |
| Fundraising                     | 429.55                         | 0.00                           | 532.10                          | 0.00                            |
| Advertising                     | 756.62                         | 45.00                          | 2,064.23                        | 761.09                          |
| Mentor Support                  | 400.00                         | 0.00                           | 1,900.00                        | 390.00                          |
| Staff Development               | 0.00                           | 0.00                           | 289.91                          | 79.00                           |
| Depreciation                    | 1,637.01                       | 1,637.01                       | 9,822.06                        | 9,822.06                        |
| Employee Benefits               | 918.88                         | 836.23                         | 7,287.28                        | 5,337.16                        |
| Insurance                       | 263.92                         | 271.09                         | 3,090.62                        | 1,626.63                        |
| Insurance - Work Comp           | 0.00                           | 0.00                           | 630.00                          | 1,049.00                        |
| Interest Paid                   | 469.59                         | 748.54                         | 2,828.51                        | 3,822.00                        |
| Professional Expense            | 3,840.00                       | 235.00                         | 5,591.05                        | 1,734.44                        |
| Miscellaneous Expense           | 53.74                          | (0.01)                         | 58.30                           | 254.48                          |
| Equipment                       | 0.00                           | 0.00                           | 0.00                            | 300.00                          |
| Technology                      | 128.67                         | 13.95                          | 1,629.41                        | 438.11                          |
| Office Expense                  | 151.17                         | 104.32                         | 1,777.50                        | 1,613.96                        |
| Outside Service                 | 150.00                         | 200.00                         | 1,409.53                        | 1,200.00                        |
| Student Support                 | 6,097.27                       | 20.00                          | 8,429.14                        | 3,421.79                        |
| Postage Expense                 | 34.00                          | 29.40                          | 249.46                          | 193.52                          |
| Wes Hedstrom S. Fund            | 0.00                           | 0.00                           | 1,500.00                        | 1,600.00                        |
| Other Scholarships EDA          | 0.00                           | 0.00                           | (990.00)                        | 5,905.00                        |
| Lloyd K S. Fund                 | 0.00                           | 0.00                           | 0.00                            | 9,250.00                        |
| Carlson S. Fund                 | 0.00                           | 0.00                           | 2,000.00                        | 2,000.00                        |
| Repairs & Maintenance           | 0.00                           | 126.00                         | 1,074.90                        | 939.70                          |
| Supplies                        | 33.26                          | 12.12                          | 127.32                          | 247.36                          |
| Payroll Taxes                   | 637.70                         | 607.72                         | 4,137.25                        | 4,024.70                        |
| Telephone Expense               | 61.20                          | 100.99                         | 480.89                          | 604.57                          |
| Travel Expense                  | 188.08                         | 0.00                           | 1,055.00                        | 385.37                          |
| Workshops                       | 2,746.57                       | 1,966.21                       | 6,498.65                        | 9,621.67                        |
| Utilities                       | 236.07                         | 206.97                         | 2,821.09                        | 3,074.40                        |
| <b>Total Operating Expenses</b> | <u>27,374.96</u>               | <u>14,904.54</u>               | <u>119,016.16</u>               | <u>120,982.01</u>               |
| <b>Operating Income (Loss)</b>  | <u>(5,281.84)</u>              | <u>(11,230.28)</u>             | <u>(31,119.03)</u>              | <u>(10,671.74)</u>              |
| <b>Net Income (Loss)</b>        | <u>\$ (5,281.84)</u>           | <u>\$ (11,230.28)</u>          | <u>\$ (31,119.03)</u>           | <u>\$ (10,671.74)</u>           |

See Accountants' Compilation Report

**Cook County Higher Education  
Year-To-Date Budget Variance Activities and Functional Expenses  
Actual vs. Budget as of June 30, 2016**

|                                     | YTD<br>Actual    | Budget            | (Over) Under<br>Budget |
|-------------------------------------|------------------|-------------------|------------------------|
| <b>Revenue</b>                      |                  |                   |                        |
| Cook County Grant                   | \$ 15,000.00     | \$ 15,000.00      | 0.00                   |
| State Grant                         | 0.00             | 120,000.00        | 120,000.00             |
| Project Grants                      | 500.00           | 19,000.00         | 18,500.00              |
| Other Revenue - Dividend Income     | 143.85           | 0.00              | (143.85)               |
| Interest Income                     | 272.22           | 600.00            | 327.78                 |
| Workshop Fee's                      | 9,316.03         | 15,000.00         | 5,683.97               |
| Wes Hedstrom S Fund                 | 350.00           | 3,600.00          | 3,250.00               |
| Student Support                     | 2,071.00         | 7,600.00          | 5,529.00               |
| General Operating Gifts/donor gifts | 6,755.01         | 5,800.00          | (955.01)               |
| Michel Beaupre S Fund               | 1,090.00         | 900.00            | (190.00)               |
| Other Income - Facility Use Fee     | 2,630.00         | 3,600.00          | 970.00                 |
| Endowment Contributions             | 123.49           | 0.00              | (123.49)               |
| Other Scholarships - EDA            | 25.00            | 0.00              | (25.00)                |
| Lloyd K Johnson Grant- Programs     | 50,000.00        | 60,000.00         | 10,000.00              |
| Lloyd K Johnson Grant Scholarships  | 0.00             | 30,000.00         | 30,000.00              |
| Carlson S Fund                      | 124.00           | 2,000.00          | 1,876.00               |
| Unrealized Gain/(Loss)              | (875.49)         | 0.00              | 875.49                 |
| Outpost Office-Revenue              | 372.02           | 0.00              | (372.02)               |
| <b>Total Revenue</b>                | <u>87,897.13</u> | <u>283,100.00</u> | <u>195,202.87</u>      |
| <b>Gross Profit</b>                 | <u>87,897.13</u> | <u>283,100.00</u> | <u>195,202.87</u>      |

See Accountants' Compilation Report

**Cook County Higher Education**  
**Year-To-Date Budget Variance Activities and Functional Expenses**  
**Actual vs. Budget as of June 30, 2016**

|                                 | YTD<br>Actual         | Budget            | (Over) Under<br>Budget |
|---------------------------------|-----------------------|-------------------|------------------------|
| <b>Operating Expenses</b>       |                       |                   |                        |
| Wages - Director                | 21,726.76             | 43,608.00         | 21,881.24              |
| Wages - Other                   | 30,995.20             | 62,026.00         | 31,030.80              |
| Fundraising                     | 532.10                | 2,500.00          | 1,967.90               |
| Advertising                     | 2,064.23              | 5,000.00          | 2,935.77               |
| Mentor Support                  | 1,900.00              | 6,000.00          | 4,100.00               |
| Staff Development               | 289.91                | 1,000.00          | 710.09                 |
| Depreciation                    | 9,822.06              | 15,000.00         | 5,177.94               |
| Employee Benefits               | 7,287.28              | 16,000.00         | 8,712.72               |
| Insurance                       | 3,090.62              | 3,500.00          | 409.38                 |
| Insurance - Work Comp           | 630.00                | 1,100.00          | 470.00                 |
| Interest Paid                   | 2,828.51              | 12,600.00         | 9,771.49               |
| Professional Expense            | 5,591.05              | 8,000.00          | 2,408.95               |
| Miscellaneous Expense           | 58.30                 | 816.00            | 757.70                 |
| Technology                      | 1,629.41              | 15,350.00         | 13,720.59              |
| Office Expense                  | 1,777.50              | 4,000.00          | 2,222.50               |
| Outside Service                 | 1,409.53              | 5,000.00          | 3,590.47               |
| Student Support                 | 8,429.14              | 5,000.00          | (3,429.14)             |
| Postage Expense                 | 249.46                | 600.00            | 350.54                 |
| Wes Hedstrom S. Fund            | 1,500.00              | 3,600.00          | 2,100.00               |
| Michel Beaupre S. Fund          | 0.00                  | 900.00            | 900.00                 |
| Other Scholarships EDA          | (990.00)              | 0.00              | 990.00                 |
| Lloyd K S. Fund                 | 0.00                  | 30,000.00         | 30,000.00              |
| Carlson S. Fund                 | 2,000.00              | 2,000.00          | 0.00                   |
| Repairs & Maintenance           | 1,074.90              | 7,000.00          | 5,925.10               |
| Supplies                        | 127.32                | 700.00            | 572.68                 |
| Payroll Taxes                   | 4,137.25              | 8,500.00          | 4,362.75               |
| Telephone Expense               | 480.89                | 1,300.00          | 819.11                 |
| Travel Expense                  | 1,055.00              | 3,000.00          | 1,945.00               |
| Workshops                       | 6,498.65              | 12,000.00         | 5,501.35               |
| Utilities                       | 2,821.09              | 7,000.00          | 4,178.91               |
| <b>Total Operating Expenses</b> | <u>119,016.16</u>     | <u>283,100.00</u> | <u>164,083.84</u>      |
| <b>Operating Income</b>         | <u>(31,119.03)</u>    | <u>0.00</u>       | <u>31,119.03</u>       |
| <b>Net Income (Loss)</b>        | <u>\$ (31,119.03)</u> | <u>\$ 0.00</u>    | <u>31,119.03</u>       |

**Staff**

- **Intern/Office of Job Training hire:** Melody McClure's job training hire ended May 28<sup>th</sup>. She obtained a full time position at the Co-op. The Northeast Office of Job Training offered to find someone else to do data entry, but all of these candidates had little to no experience. I expressed an interest in hiring someone willing to do light maintenance and painting. So far there is no word on that possibility.
- **CCHE Staff:** The staff continues to meet regularly to stay on track with events, facility use, student needs, marketing, program opportunities, and grant writing needs.
- **Database:** The database has mostly been revamped – there are still a few little details to fine-tune. I advertised for a database position (part-time) – so far we have received at least four inquiries.

**Technology**

- Potential for collaborative possibilities with Boreal for tech support and resources: no update.
- **ITV** – Received a quote from Pinnaca for our ITV upgrade. It comes in about \$4,000 higher than we expected. We will have to use some of the state funding to cover the over-run. The units will be installed in the lower level (three 70" monitors– two on the West wall, one on the East), and the upstairs computer lab across from the large classroom (two 55" monitors on a cart). Both systems can be used to teach from our location, but the three monitor system is best designed for this purpose. They have plug-and-play systems, meaning someone coming in with their own laptop (mac or PC) can just plug it in and it starts. Amazingly simple.
- **PCs for People:** Lately some of our students have been having technical problems with their laptops after just a few months. One solution I have been considering: providing new laptops to low-income students through a grant process, using state funding (if we receive the large increase we will be requesting in 2017). Otherwise continuing with PCs for People, but definitely with a tech staff person to assist with student tech issues.

**Grant Updates**

- **Lloyd K. Johnson Foundation:** Sarah Stover and I met with Joan Gardner-Goodno and her aide, Sarah, and an Lake Superior College representative to walk through support services for the scholarship recipients (the ISD high school grads) so the awardees and their parents could ask questions about the support services they can count on from us, the foundation, and the colleges. It was well attended, and very worthwhile! The event was held at the YMCA on June 23<sup>rd</sup>.
- **Arrowhead Electric Cooperative/Operation Roundup:** Submitted a \$5,000 request for an air-conditioning system in the large classroom. We did not receive the grant, so I posted our need on boreal, and mentioned it when mailing out our annual report. So far we have received \$1,150 in support. Because our cooling need is so great, I went forward with the cooling system, which is in the process of being installed. It can easily be regarded as a critical maintenance expense.
- **IRRRB:** Proceeding with installation of the ITV equipment using our \$50,000 grant award from the IRRRB. It is an invoice process, so we will actually have to spend the funds before we can receive reimbursement. Thankfully our state funding will be arriving before I have to start writing checks!
- **GMATA:** Regarding the funds we received (\$500) for advertising and promotion of our guest lecture series, so far I cannot tell if the numbers are different (especially for visitors to the area), but our revenue stream is definitely higher, so I believe the word is getting out there very well.
- **Great Place Project Grant:** Collaborating with the Art Colony, Betsy Bowen Studio, the Congregational Church, and Voyageur Brewing for a signage grant proposal. CCHE may be contributing as much as \$300 toward the project. We will finally have signage on highway 61 in Grand Marais! The sign project is in process.
- **Northland Foundation:** Submitted grant request to participate in social enterprise capacity/growth project, with potential for \$60,000 grant. Will hear results in mid-August.

## Community Networking and Outreach

- **IRRRB:** Attended the final Recharge the Range event in Chisolm on June 6<sup>th</sup>. Good event, and glad to get Cook County involved, especially CCHE. Had time to chat with Representative Eklund.
- **Cook County Chamber:** Attended the chamber's annual meeting on June 14<sup>th</sup>. Great turnout, and thank you to the board members who also attended. Judy Erickson provided legislative updates. Next meeting not until August 11<sup>th</sup>. Special session details will probably be discussed, as well as plans for the 2017 legislative session.
- **North Shore Trade and Tech:** Met with Bill Crandall (Lake County and Cook County schools Superintendent and other trade tech members on May 25<sup>th</sup> to officially close out NSTTP and disperse remaining funds between the ISD campuses.
- **Legislative:** Sundet Wolf attended June 21<sup>st</sup> fundraiser for Representative Rob Eklund. Made many legislative connections (including bi-partisan contacts), and spoke to guests about CCHE and our funding goals for 2017. Also attended Congressman Nolan's fundraiser on June 27<sup>th</sup>. Thanked Nolan for his work supporting our health care system, and shared how CCHE and the health care system have economically benefited the region. He appreciated being thanked.
- **Broadband Commission:** Continuing to meet and proceed on the Blandin grant projects. The telework project had an open house event (ribbon cutting) for Office Outpost on July 12<sup>th</sup>. Over 75 people attended. Thank you to the board members who attended!
- **Taconite Harbor Community Advisory Panel (CAP):** No news at this time.
- **North Shore Health Care Foundation:** Attended board education meetings the past two months, reviewing, surveying, and following up on board assessment and education projects. I shared the survey CCHE has used. Nice to be a part of this project, and we may learn some things that could be pertinent to the CCHE board. Attended the BBQ fundraiser on June 26<sup>th</sup>, and shared the impact of NSHCF support for CCHE students entering the nursing field. Did this by going table to table with guests, along with Karl Hansen. Evidently this was well-received – Karl heard very positive reviews.
- **Alumni Football:** Janice Latz and I hosted a CCHE information table at the July 2<sup>nd</sup> Alumni Football game in Grand Marais (big thank you to Kelsey for supplying the materials and making the arrangements). Made some contacts, but not has many as hoped. Good to be out in the public eye! Janice, Kelsey, and I have ideas for improvement if the event is held again next year.
- **Blandin Foundation:** Meeting via phone conference (July 21<sup>st</sup>) with Bill Coleman and Chisago County representatives to share/discuss CCHE model and various Blandin projects and outcomes.

## Fundraising

- The Fundraising committee is finalizing plans for the afternoon tea event scheduled for September 7<sup>th</sup>. As requested, I mailed copies of the annual report to over 100 donors, along with a cover letter and our guest lecture bookmark. Got great response, and one large donation (I did NOT include a donor envelope – this was strictly an information and thank you letter). I composed the letter after attending the June 13<sup>th</sup> Best Practices in Fundraising workshop, the final in a series of fundraising workshops.

**MAY 2016****May 2016 Events:****(Attendees: 170)****(Sessions: 14)***College Prep/College Course*

1. All The Math You Need To Know (No Profit for CCHE) – Workforce Development/College Prep/Lifelong Learning (5 sessions) 6p

*Workforce Development/Lifelong Learning/College Prep*

- ~~1. Networking Luncheon: It's Good Business (possible profit) – Workforce Development/Lifelong Learning (1 session) Cancelled Low Registration~~
2. 20 Years Event Brew House (possible profit) – Lifelong Learning (1 session) Roughly 60p
3. QPR 2pm (No Profit for CCHE) – Workforce Development/Lifelong Learning (1 session) 9p
4. QPR 7pm (No Profit for CCHE) – Workforce Development/Lifelong Learning (1 session) 9p
5. Mental Health First Aid Training (No Profit for CCHE) – Workforce Development/Lifelong Learning (1 session) 10p
- ~~6. Basic Welding Open Lab (possible profit) – Workforce Development/Lifelong Learning (1 session) Cancelled Low Registration~~
- ~~7. Brown Bag Lunch: Cultivating Major Gifts (Partnership with CCCF) (No Profit for CCHE) – Workforce Development/Lifelong Learning (1 session) Instructor III~~
8. Guest Lecture: Sea Turtles, Wild Horses, and U-Boats - Oh, My! (possible profit) – Workforce Development/Lifelong Learning (1 session) 30p
9. Quickbooks I (possible profit) – Workforce Development (1 session) 10p
10. Quickbooks II (possible profit) – Workforce Development (1 session) 10p
11. ServSafe Certification (possible profit) – Workforce Development (1 session) 18p
12. ServSafe Recertification (possible profit) – Workforce Development (1 session) 8p

**May 2016 Room Rental:****(Attendees: Around 80)****(Rentals: 7)**

1. Solstice Yoga: (6 Rentals)
  - a. Mondays: 3 rentals
    - i. Easy Yoga (profit) – Room Rental/Lifelong Learning
    - ii. Yoga Flow (profit) – Room Rental/Lifelong Learning
  - b. Wednesday: 3 rentals
    - i. Beginning Yoga/Chair Yoga (profit) – Room Rental/Lifelong Learning
    - ii. Yoga Flow (profit) – Room Rental/Lifelong Learning
2. Bible Study (profit) – Room Rental (1 Rentals)
3. ~~Home Stretch Workshop AEOA (profit) Room Rental (1 Rental) Cancelled Low Registration~~

**May 2016 ITV Class:**

1. Chemical Dependency (8 Sessions) 1 student

ServSafe Full Day Certification:All the students passed! – *Jay (Instructor)*Mental Health First Aid Certification:

The instructor was knowledge with wisdom and experience.

I appreciated that there was a grant that allowed me to attend this event for free. - *Student***June 2016****June 2016 Events:****(Attendees: 85)****(Sessions: 15)***College Prep/College Course*

1. Note Taking Workshop (No Profit For CCHE) – College Prep (1 session) 1p
2. Nursing Assistant Prep Group (No Profit for CCHE) – Workforce Development (Microloan/Scholarship) (8 sessions) 7p

*Workforce Development/Lifelong Learning*

1. Alcohol Server Training (possible profit) – Workforce Development (2 sessions) 11p
2. Brown Bag Lunch (CCCF Partnership) – Workforce Development/Lifelong Learning (1 session) 14p
3. Climate Change (possible profit) – Lifelong Learning (1 session) 9p
4. Guest Lecture: Rural Health Care – Lifelong Learning (1 session) 27p
5. Afternoon Tea Series Born to be King (possible profit) – Lifelong Learning (1 session) 16p

**June 2016 Room Rental:****(Attendees: Around 60)****(Rentals: 9)**

1. Solstice Yoga: (6 Rentals)
  - a. Mondays: 3 rentals
    - i. Easy Yoga (profit) – Room Rental/Lifelong Learning
    - ii. Yoga Flow (profit) – Room Rental/Lifelong Learning
  - b. Wednesday: 3 rentals
    - i. Beginning Yoga/Chair Yoga (profit) – Room Rental/Lifelong Learning
    - ii. Yoga Flow (profit) – Room Rental/Lifelong Learning
2. Bible Study (profit) – Room Rental (2 Rentals)
3. MN Council of Non Profits (profit) – Room Rental (1 Rental)

**ACTION PHASE****July 2016 Events:****(Sessions: 12)***College Prep/College Course*

1. Textbook Reading Workshop (No Profit For CCHE) – College Prep (1 session)
2. Nursing Assistant/Home Health Aid (No Profit for CCHE) – Workforce Development/College Course (6 sessions)

*Workforce Development/Lifelong Learning/College Prep*

1. French Conversational Refresher (possible profit) – Lifelong Learning (1 session)
2. Guest Lecture: Restorative Justice (possible profit) –Lifelong Learning (1 session)
3. Afternoon Tea Series God Save the Queens (possible profit) – Lifelong Learning (1 session)
4. Climate Change (possible profit) – Lifelong Learning (2 session) 9p

**May 2016 Room Rental:****(Rentals: 9)**

1. Solstice Yoga: (5 Rentals)
  - a. Mondays: 2 rentals
    - i. Easy Yoga (profit) – Room Rental/Lifelong Learning
    - ii. Yoga Flow (profit) – Room Rental/Lifelong Learning
  - b. Wednesday: 3 rentals
    - i. Beginning Yoga/Chair Yoga (profit) – Room Rental/Lifelong Learning
    - ii. Yoga Flow (profit) – Room Rental/Lifelong Learning
2. Bible Study (profit) – Room Rental (2 Rentals)
3. Wilderness -- Room Rental (1 Rental)
4. Genzine -- Room Rental (1 Rental)

Conversational French Refresher:

Conversational French Class is great and makes for a fun Tues Date night too. Thanks so much Cook County Higher Ed and Peter Leo Barsness. C'est une bonne nuit ♥ - Judi (Student)

**TESTING March 17<sup>th</sup> to July 19<sup>th</sup>, 2016:**

**Proctored:** 20 exams – 4 were Accuplacer exams

**Total Time:** Approximately 45 hours

**Notes:**

- 127 exams have been administered to date since January 2015.
- Because of extended hours, Stover has been available to proctor exams on Fridays, weekends and evenings. This has been a benefit to several working students. In total, at least 13 different students have taken advantage of extended hours.

**SCHOLARSHIPS AND FINANCIAL AID:**

- Stover has spent considerable amounts of time working with students on applying for financial aid and assisting students with either accepting or verifying their aid.
- The deadlines for schools and for CCHE scholarships have passed. Stover will educate students about applying scholarships when the next cycle comes.

**STUDENT CONTACT March 17<sup>th</sup> to July 19<sup>th</sup>, 2016:**

**New Students:** 12

**Total Number of Students to Date (for 2016):** 75

**Direct Student Contact:** approximately 500 hours

- Stover has spent roughly 150 hours calling, texting and e-mailing students/college faculty, updating student notes, and researching for students since her last update. This is not included in the direct student contact number.

**New After Hours Key Holders:** 6

**MENTORSHIP:**

- Stover coordinated with both Rogers-Kennedy and Jean-Marie Modl to provide a basic math skills study group. It ran for 4 weeks in May.
- Stover has been working on an individual level with students to help develop math skills and test-taking skills.

**CURRENT PROJECTS:**

**Student Outreach:** Stover is holding a study skills workshop series. The first took place on June 30<sup>th</sup>; the next is scheduled for July 21<sup>st</sup>. The final workshop in the series is on August 11<sup>th</sup>. Attendance was poor at the first, with only one person in attendance.

**Community Outreach:** Stover attended the annual Grand Portage Wellness Fair on June 18<sup>th</sup>. Of the (approximately 200) people in attendance, Stover directly provided information regarding CCHE's offerings to approximately 50 people.

**PC's for People:**

- Stover has been referring community members to the online purchase option, as our staffing and volunteer status limits our provision of this service at this moment.
- CCHE has been tapering down their involvement with the program for the time being.

I have been working with a student this summer who is taking a college algebra class as a program prerequisite. When the student started the class, they sat in my office in tears, convinced they would not be able to pass the course and should drop. Knowing how intimidated this student felt (because I, too, struggled with math), I reminded them of the fact that not only are we (staff) here to help, but we have mentorship support available and we can call their professor for assistance as necessary.

The student has worked hard, came to my office almost every morning for assistance, and also met with a mentor when time permitted. I worked with the student on how to cope with test anxiety and on developing other test-taking strategies such as visualization and time management while testing. The student has consistently performed well in the class as a result of the work they put in along with the assistance they have received. They are maintaining an 86% between the homework assignments and the exams. The student is stunned – here's someone who, 8 weeks ago, did not think they would pass. The student earned a B. My student plans to continue to work with me as they prepare for the standardized entrance exam for their program later this summer.

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Another student (I mentioned in the last report) is a single parent of three and recently returned to school after a 7 year hiatus. He/She achieved a 3.5 GPA for the spring semester; the student informed me their parents were thrilled. They applied for a Lloyd K. Johnson Scholarship; upon learning that they received funds from it, they openly wept with joy and relief in my office. The student said "This is the first time in my life I have ever done this well academically and the first time I've been awarded a scholarship. I couldn't do any of this without the help of Higher Ed. Thank you!"

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I have been working with another student who has been out of the area recently due to a family emergency. The student asked for assistance with scheduling their classes, filing their FAFSA, and applying for a scholarship. Fortunately, these things were able to be completed via text message and FaceTime. The student is extremely grateful and is hoping to return to the area soon.

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I have been working with a high school senior and their mother as they go through the college application/admission/attendance process. The student applied for the Lloyd K. Johnson Scholarship at Cook County High School. I proofread their essay and wrote a letter of recommendation. The student's mother expressed worry about the cost of attendance, hoping that her child would be awarded the scholarship. I assisted the student and the mother with the Minnesota Occupational Grant Two-Year Pilot Program as a backup plan. The student was awarded the full-ride scholarship to Lake Superior College through the Lloyd K. Johnson Scholarship. Both student and mother have expressed profound gratitude for the assistance with the scholarship process. Additionally, the student and I have worked together to set up a schedule, create a time budget, look for on-campus work-study employment opportunities, and goal-setting. I also assisted the student in making connections with valuable contacts within the LSC system.

**Cook County  
Request for Time**

e-mail form

10.

**Before the Board of Commissioners**

|     |   |                                     |   |  |
|-----|---|-------------------------------------|---|--|
| 1.  | a. Topic or Issue: (As should be listed on agenda)<br>City/County/EDA workshop  | b. Requested Date:<br>July 26, 2016 | c. Amount of time with Board<br>2 hours | Consent Agenda<br><input type="checkbox"/> |
| 2.  | a. Person requesting/presenting<br>Jeff Cadwell/Mary Somnis/ Mike Roth  | b. Phone:<br>387-3687               | c. Email:<br>jeff.cadwell@co.cook.mn.us |  |
| 3.  | a. Departments affected:  | b. Department Head:                 | c. Dept been contacted?                 |  |
| 4.  | a. Has the Board addressed this before? Yes   | b. If so, When?<br>June 28, 2016    | c. What was the result?                 |  |
| 5.  | Are there other individuals or departments that will be affected by this matter and if so, who? Have they been notified?  |                                     |   |  |
| 6.  | <p><b>BOARD ACTION REQUESTED</b>(detail what you seek from the board, including motion/vote):</p> <p>1. Discuss long range goals of the EDA and support by the County and City.<br/>For example, County and City provide direction to EDA as to priorities for the EDA work plan, we establish a system of reporting and accountability, we agree on some level of funding that can be expected on an ongoing basis to get things done.</p> <p>2. Discuss current housing projects and what is needed to move forward. The County and the City should consider and commit to financial support as local match is needed in order to leverage the other funding sources.<br/>Up to \$175,000 from the City for the owner occupied housing in Grand Marais.<br/>\$1,350,000 tax abatement bond from the County for rentals in Lutsen.</p> |                                     |   |  |
| 7.  | BACKGROUND AND JUSTIFICATION (please be clear and concise; this information will be communicated to the public; and please attach ANY relevant supporting documentation you wish the Board to consider).  |                                     |   |  |
| 8.  | How will this request affect the County Budget?   |                                     |   |  |
| 9.  | Have funds been budgeted/allocated for this request?  |                                     |   |  |
| 10. | If funds have been budget or allocated, please give details (i.e., levy, grants, general fund, department budget, or some combination; fully budgeted or partially budgeted; etc.):   |                                     |   |  |

**COUNTY STAFF INFORMATION**

|   |   |
|---|---|
| Meeting Date Set:   | Agenda Item Number:   |
| Auditor-Treasurer Contacted:  | County Attorney Contacted:  |
| YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/> | YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/> |