



Board of County Commissioners Agenda Request

10B

Agenda Item #

Requested Meeting Date: 04-14-2026

Title of Item: Award Grants: Revitalization Grant Program

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only
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Submitted by: Mark Jeffers	Department: Economic Development
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Presenter (Name and Title): Mark Jeffers, Economic Development Coordinator	Estimated Time Needed: 10 minutes
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Summary of Issue:

The Aitkin County Economic Development Committee has received and reviewed grant funding requests for the Revitalization Grant Program. Grant applications and grant award summary are included.

The Committee was unanimous on the recommendation. The Committee recommends and requests approval to award the following grants at this time:

McGregor VFW	\$1,600
MacDonald Enterprises	\$5,000
Rialto Theatre	\$5,000
Petal & Leaf Nursery	\$5,000

This grant program is designed to assist local businesses in upgrading and revitalizing the exterior presence of their properties. By investing in visible improvements, we aim to support community vitality and promote economic growth. A welcoming and professional exterior image fosters pride, encourages commerce, and demonstrates a commitment to local success.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$

Is this budgeted? Yes No *Please Explain:*

Aitkin County has received Federal Fiscal Recovery Funding through the American Rescue Plan Act.

2026 Revitalization Grant

#	Facility Name	Project Name	Contact Name	Email	City	Phone	\$ requested	\$ Awarded
1	McGregor VFW	signage for building			McGregor		\$ 1,600	\$ 1,600
2	REMAX	Front of building remodel	Jared Lundgren	jaredl@remax.net	Aitkin		\$ 5,000	\$ -
3	MacDonald Enterprises	The Landing	Jim MacDonald	218-927-2569	Aitkin		\$ 5,000	\$ 5,000
4	Rialto Theatre	canopy improvement	Kirk Peysar	kripeysar@yahoo.com	Aitkin		\$ 5,000	\$ 5,000
5	Petal & Leaf Nursery	outbuilding expansion	Andrea Bohn	bohndrea@icloud.com	McGregor		\$ 5,000	\$ 5,000
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20								
21								
22								
23								
24								
25								
26								
							\$ 21,600	\$ 16,600

#1



Application for Aitkin County Business Revitalization Grant Program 2026

1. How to Apply
Submit completed applications via:
 - a. Email: mark.jeffers@aitkincountymn.gov
(Subject line: *Revitalization Grant 2026*)
 - b. Mail:
Mark Jeffers
Aitkin County Government Center
307 2nd Street NW, Room 316
Aitkin, MN 56431
2. Funding recommendations will be considered at the regularly scheduled monthly meeting of the Aitkin County Economic Development Committee.
3. Committee recommendations will be submitted to the Aitkin County Board of Commissioners for final approval.

APPLICANT INFORMATION

PROGRAM INFORMATION

Business Name: MCGREGOR JFW
Address: 80 EAST DELLING AVENUE
MCGREGOR MN

Person in Charge of Project: PAT C

Organization Mailing Address (Street Name or P.O. Box or Route and Box # and City and Zip Code):

Contact Person's Phone #:

Contact Person's Email:

Description of your organization:



Mission Statement of your organization:

OUR MISSION IS TO SUPPORT ACTIVE ; INACTIVE VETERANS ; FAMILIES

FUNDING:

Amount requested from Aitkin County \$ 1,600.00
 (Minimum \$1000, maximum request is \$5,000). The Economic Development Committee may recommend to the Board of Commissioners to increase or decrease the amount awarded at their discretion. The Aitkin County Board of Commissioners grants the final approval for funding.

Amount of the business' match \$ 1715.41

Total projected budget \$ 3315.41

PROJECT DESCRIPTION: Be concise and complete; attach supporting information if needed.

LIGHTED SIGN FOR JFW POST 2747

PROJECT BUDGET: in the space below, provide a budget for the entire project.

Category	Grant Funds	Applicant Funds	Total
TOTALS			

SEE ATTACHED SIGN QUOTE



4. **PROJECT BUDGET:** in the space below, provide a budget for the entire event.

Category	Grant Funds	Applicant Funds	Total
TOTALS			

*SEE ATTACHED
SIGNED
QUOTE*

Contact Signature:

Name *[Signature]*

Date: *21 OCT 25*

All SignMonkey Signs are Built in the USA. No Tariffs!

Signs > Sign Details

Design #412644 v1

08/27/2025 Estimated Size: 48.00" x 140.00" , 47 square feet



1600 Grant

\$3,315.41 Buy

Total Price for complete sign ready to install.

Order Today Ships FREE: 9/15/2025 *

Edit Sign

Free Design Help

Print Sign Permit Drawings

Share Sign

Description

Sign Includes

Easy Sign Installation

Your sign will come complete with everything you

#3



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APPLICANT INFORMATION

PROGRAM INFORMATION

X Business Name: *MAC DONALD Enterprises DBA The Landing*

Address: *170 SOUTH GATE DRIVE AITKIN, MN 56431*

Person in Charge of Project: *Jim MAC DONALD*

Organization Mailing Address (Street Name or P.O. Box or Route and Box # and City and Zip Code):
170 SOUTH GATE DRIVE AITKIN, MN 56431

X Contact Person's Phone #: *218-927-2669*

Contact Person's Email: *X*

Description of your organization: *Liquor OFF sale - BAR + RESTAURANT*



Mission Statement of your organization:

FUNDING:

Amount requested from Aitkin County \$ 5000.00
 (Minimum \$1000, maximum request is \$5,000). The Economic Development Committee may recommend to the Board of Commissioners to increase or decrease the amount awarded at their discretion. The Aitkin County Board of Commissioners grants the final approval for funding.

Amount of the business' match \$ 14,239.00

Total projected budget \$

PROJECT DESCRIPTION: Be concise and complete; attach supporting information if needed.

Replace siding, window trim boards, Fascia boards 1/2 Plywood siding, metal drip edge top of Blocks
 Replace other 1x4 Trim boards on building
 Then seal and paint everything. Fix brick work. Remove & replace old sign & wiring

PROJECT BUDGET: in the space below, provide a budget for the entire project.

Category	Grant Funds	Applicant Funds	Total
Materials Plywood 1x4		2,869.00	
Flashing / Screws misc		4,830.00	
Labour		2,800.00	
Painting + Labour		720.00	
Remove & replace sign			
Electric work Estimate		1,120.00	
Brick work Estimate		1,900.00	
TOTALS		\$ 14,239.00	



23 Feb 2016

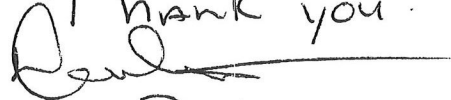
The Landing -

To take off and replace rotten siding & soffit. Take off and replace window trim & trim around edges. Put on flashing metal.

Remove and ~~put~~ replace signs. Labor and materials is estimated at \$8,419.00

Any unforeseen damage rotten boards behind siding - inner damage to soffit will be \$55.00 per hr per worker plus materials

Thank you.


Dave Paulson
36325 360th St
Aitkin MN
56431



Will your organization accept a grant if it is partially funded? Y N Explain:

Along with your application, please attach all documents that will assist the committee in their decision. Examples may include drawings or sketches of planned awning or signage upgrades, detailed quotes of work to be accomplished (if available).

Business Owner Signature:

Name James Mac Donald Date: 2-14-26

#4



Application for Aitkin County Business Revitalization Grant Program 2026

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b. Mail:
Mark Jeffers
Aitkin County Government Center
307 2nd Street NW, Room 316
Aitkin, MN 56431

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3. Committee recommendations will be submitted to the Aitkin County Board of Commissioners for final approval.

APPLICANT INFORMATION

PROGRAM INFORMATION

Business Name: [Rialto Theatre](#)

Address: [220 Minnesota Avenue N](#)
[Aitkin, MN 56431](#)

Person in Charge of Project: [Kirk Peysar](#)

Organization Mailing Address (Street Name or P.O. Box or Route and Box # and City and Zip Code):

[220 Minnesota Avenue N](#)
[Aitkin, MN 56431](#)

Contact Person's Phone #: [218-851-2453](#)

Contact Person's Email: krpeysar@yahoo.com

Description of your organization:

[The Rialto Theatre is a historic, art deco movie theatre that has been in business in its current location on Minnesota Avenue since 1937.](#)



Mission Statement of your organization:

Whether it's a first-run film or a throwback feature offered for a special engagement, the Rialto Theatre's mission has not changed in its 89 years of existence, to provide motion picture entertainment to the Aitkin and surrounding communities.

FUNDING:

Amount requested from Aitkin County \$ 5,000
 (Minimum \$1000, maximum request is \$5,000). The Economic Development Committee may recommend to the Board of Commissioners to increase or decrease the amount awarded at their discretion. The Aitkin County Board of Commissioners grants the final approval for funding.

Amount of the business' match \$29,358.77*

Total projected budget \$34,358.77*

PROJECT DESCRIPTION: Be concise and complete; attach supporting information if needed.

The canopy, one of the most defining characteristics of the theatre, was sagging and in desperate need of repair. The original project estimate was \$29,575. However, the scope and cost of the project has increased; issues uncovered during the initial work, along with drainage changes required to meet current city building codes (with the wider sidewalks installed by the city in ~~xxx~~ ²⁰²⁵ require additional engineering, sidewalk alterations, and other changes.

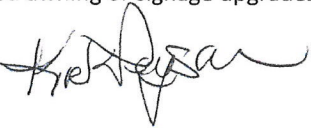
PROJECT BUDGET: in the space below, provide a budget for the entire project.

Category	Grant Funds	Applicant Funds	Total
Original proposal, dated 7/17/2025	\$5,000	\$24,575.00	\$29,575.00
Structural engineer costs		\$3,500.00	\$3,500.00
Building permit		\$659.80	\$659.80
Nor-Son fees (project mgmt)		\$623.97	\$623.97
* Additional costs are pending and will be finalized when the design is completed. While the final project cost is TBD, it will likely be approximately \$40,000. Only confirmed costs are included in this application.			
TOTALS	\$5,000	\$29,358.77*	\$34,358.77*



Will your organization accept a grant if it is partially funded? Y N Explain:

Along with your application, please attach all documents that will assist the committee in their decision. Examples may include drawings or sketches of planned awning or signage upgrades, detailed quotes of work to be accomplished (if available).

Business Owner Signature: 

Name Kirk Peysar Date: 3/1/2026

Enclosures:

- Original project estimate (2 pages)
- Exhibit A/Change order (2 pages)
- Building permit (1 page)



Proposal

Proposal No. 1157
Date: 7/17/25

Proposal Submitted To:

Work To Be Performed At:

Kirk Peysar
krpeysar@yahoo.com
218-851-2453

Rialto Theatre
200 Minnesota Ave N
Aitkin, MN 56431

We hereby propose to provide all materials, labor and equipment necessary to complete the following scope of work:

Review and diagnose sagging canopy at the Rialto Theatre in Aitkin, MN
Provide budget for corrective work at canopy
Perform corrective work at canopy

All material is guaranteed to be as specified, and the above work to be performed and completed in a substantial workmanlike manner on a cost-plus fee basis with payments, rates, and fee to be made as follows:

Net 10 days upon completion

Project Manager \$117/hr
Project Superintendent \$101/hr
Estimator \$117/hr

Fee 20%

Remove lighting
Remove and replace sagging plywood lid
Shore up structural framing
Estimate to correct unseen structural connection issues
Re-paint plywood lid following structural work
Reinstall metal flashings surrounding plywood lid
Re-roof canopy (\$7,500 allowance included which can be removed)
Supervision
Scaffolding and temporary barricades
Haul off debris

Total estimate: \$29,575.00

Nor-Son, Inc. An Integrated Consulting, Design & Construction Services Firm • 800.858.1722 toll free • www.nor-son.com

Minnesota Headquarters • 7900 Hastings Road • Baxter, MN 56425 • 218.828.1722 main • 218.828.0487 fax

Twin Cities Office • 700 East Lake Street, Suite 213 • Wayzata, MN 55391 • 612.216.1800 main • 218.828.0487 fax

North Dakota Office • 474 45th Street South, Suite B • Fargo, ND 58103 • 701.364.4071 main • 701.364.9095 fax

MN Lic: 0001969
ND Lic: 425961

Accounts not paid in full in 10 days are subject to a finance charge of 1 ½% per month (Annual percentage rate 18%)

Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control.

Owner is to carry fire, tornado, theft and other necessary insurance on described work above. Workmen's Compensation and Liability Insurance on above work will be taken out by Nor-Son, Inc.

Note: This proposal may be withdrawn by Nor-Son, Inc. if not accepted within 30 days

Submitted by	Date	Accepted By	Date
_____	_____	_____	_____
Project Manager Name		Kirk Peysar	

EXHIBIT A

NAME OF PROJECT: Rialto Theatre
ADDRESS: 220 Minnesota Ave N,
Aitkin, MN 56431
PROJECT NO.: 25.2064

Sandman Structural Engineers
7119 Forthun Rd
Baxter, MN 56425

Gregg Matlock
218-454-3543
Gregg.matlock@sandmanse.com

COMMITMENT #:25.2064 – 01.700
PHASE:01.700 Engineering Services

For project described as the Rialto Theatre. This subcontract is for the following:

The following scope clarifications and terms are included in this subcontract agreement:

General Inclusions:

1. Coordination with other trades.
2. Clean-up of work area and disposal of trash in dumpsters provided by others.
3. 100% hard hats, safety vests, and safety glasses while on project.
4. Retainage: 0%

Specific Inclusions:

1. Services to include:
 - a. Brief overview of the structure
 - b. Provide preliminary direction of scope of work
 - c. Provide Final Drawings

Cost of Work:

1. Total cost of work is \$3,500.00.
2. Costs include all necessary material, labor, equipment, fuel, tools, supervision, overhead, profit, tax, benefits, insurance, and incidentals for a complete scope of work.

Subcontractor's Initials & Date



CHANGE ORDER

PROJECT:
Realto Theatre: Canopy Replacement

CONTRACT INFORMATION:
Contract For: Kirk Peysar

CHANGE ORDER INFORMATION:
Change Order Number: 1

Date: 2/9/2026

OWNER:
Rialto Theatre
200 Minnesota Ave N
Aitkin, MN 56431

ARCHITECT:

CONTRACTOR:
Nor-Son Construction, LLC
7900 Hastings Rd
Baxter, MN 56425

THE CONTRACT IS CHANGED AS FOLLOWS:

Strutrcual Engineer Costs: \$3,500
Building Permit: \$659.80
Nor-Son Fee: \$623.97
Total: \$4,783.77

PCO No.	Description	Amount
1	Structural Engineer Engaged and Building Permit Costs	\$4,783.77

Change Order Total \$4,783.77

The original Contract Sum was	\$0.00
Net change by previously authorized Change Orders	\$0.00
The Contract Sum prior to this Change Order was	\$0.00
The Contract Sum will be changed by this Change Order in the amount of	\$4,783.77
The new Contract Sum including this Change Order will be	\$4,783.77
The Contract Time will be (increased) (decreased) (unchanged)	0 days
The new date of Substantial Completion will be:	

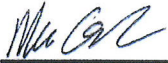
NOT VALID UNTIL SIGNED BY THE CONTRACTOR AND OWNER.

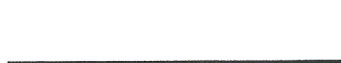
Nor-Son Construction LLC

Owner- Kirk Peysar

CONTRACTOR

OWNER





Signature

Signature

2/9/2026

DATE

DATE



130 Southgate Drive - Suite 200
Aitkin, MN 56431
Telephone: (218) 927-2527
<https://www.ci.aitkin.mn.us>

INVOICE

BILL TO

Nor-Son Construction
7900 Hasting Road
Baxter, MN56425
Dave Linder

INVOICE DATE: 01/14/2026
PERMIT #: 2026-005
PID: 56-1-114100
OWNER NAME: PEYSAR, KIRK R TRUSTEE
PROPERTY ADDRESS: 220 MINNESOTA AVE N
PROJECT DESCRIPTION: Remove interior wood, replace roof, reattach lights

DESCRIPTION	AMOUNT
Building Fees - Up to \$2000 Value	\$62.25
Building Fees - Over \$2000 Value	\$328.67
Plan Check Fee - Commercial (Valuation)	\$254.10
State Surcharge - Building (Value)	\$14.78
TOTAL DUE	\$659.80

Make all checks payable to: CITY OF AITKIN

THANK YOU FOR YOUR PROMPT PAYMENT!



#5

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Aitkin County Government Center
307 2nd Street NW, Room 316
Aitkin, MN 56431
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3. Committee recommendations will be submitted to the Aitkin County Board of Commissioners for final approval.

APPLICANT INFORMATION

PROGRAM INFORMATION

Business Name: Petal & Leaf Nursery and Landscape LLC

Address: 45621 State HWY 65
McGregor, MN 55760

Person in Charge of Project: Andrea Bohn

Organization Mailing Address (Street Name or P.O. Box or Route and Box # and City and Zip Code):
P.O. Box 231 McGregor, MN 55760

Contact Person's Phone #: 218-670-0629

Contact Person's Email: bohnandrea@icloud.com

Description of your organization: Retail Greenhouse/Landscape yard.



Mission Statement of your organization:

Petal & Leaf exists to cultivate beauty, sustainability and ~~our~~ community by providing high quality plants and gardening resources while creating a welcoming space where residents & visitors can grow with confidence.

FUNDING:

Amount requested from Aitkin County \$5,000
 (Minimum \$1000, maximum request is \$5,000). The Economic Development Committee may recommend to the Board of Commissioners to increase or decrease the amount awarded at their discretion. The Aitkin County Board of Commissioners grants the final approval for funding.

Amount of the business' match \$5,000

Total projected budget \$10,000

PROJECT DESCRIPTION: Be concise and complete; attach supporting information if needed.

Petal & Leaf is seeking grant funding to construct an outbuilding to support and expand the greenhouse. This structure will serve as a space for customer gathering, where they will check out, shop for all other gardening needs and be the welcoming face into the greenhouse.

PROJECT BUDGET: in the space below, provide a budget for the entire project.

Category	Grant Funds	Applicant Funds	Total
New outbuilding	\$5,000	\$5,000	\$10,000
TOTALS			



Will your organization accept a grant if it is partially funded? N Explain: petal & Leaf is a New business to the area and will take all the funding offered.

Along with your application, please attach all documents that will assist the committee in their decision. Examples may include drawings or sketches of planned awning or signage upgrades, detailed quotes of work to be accomplished (if available).

Business Owner Signature: *Andrea Bohn*

Name Andrea Bohn Date: 2/21/2020

PETAL & LEAF NURSERY AND LANDSCAPE

Aitkin County Business Revitalization Grant Program

February 21, 2026

Mark Jeffers

Aitkin County Board of Commissioners

Grant Application

Aitkin County Business Development & Recreation Grant Program

Applicant- Andrea Bohn

Business Name- Petal & Leaf Nursery and Landscape

Location- McGregor, MN

County- Aitkin County

Amount Requested- \$5,000

Executive Summary

Petal & Leaf is a woman-owned retail greenhouse opening May 2, 2026, in McGregor, MN. The business will provide high quality flowers, vegetable plants, gardening supplies, and seasonal decor to residents and visitors of Aitkin County.

We are requesting \$5,000 to support the construction of a permanent outbuilding to support and expand greenhouse operations. This structure will serve as a space for customers to gather, where they will check out, shop for all other gardening needs and be the welcoming face to the greenhouse.

As our business continues to grow the need for operational space becomes essential. The proposed outbuilding will create a more organized, functional environment that supports both production and retail operations.

Business Description

Petal & Leaf is a locally owned greenhouse dedicated to serving the gardening and landscaping needs of both year-round residents and seasonal visitors. Products will include:

- * Annual Flowers
- * Vegetable and herb plants
- * Hanging baskets and custom planters

- * Soil, fertilizer and planting supplies
- * Seasonal garden decor

As a small business in the Aitkin county community, Petal & Leaf is committed to community engagement, customer education, and supporting local growth.

Mission Statement

Petal & Leaf exists to cultivate beauty, sustainability and community by providing high quality plants and gardening resources while creating a welcoming space where residents and visitors can grow with confidence.

Purpose of Grant Funds

1. Main outbuilding/office space

The construction of an outbuilding is necessary to:

- * Free up greenhouse space for additional plant production and retail displays
- * Improve workflow efficiency during peak spring and summer months
- * Give customers the overall best experience when visiting/shopping

Community & Economic Impact

This investment will strengthen Petal & Leaf's long-term sustainability by improving the efficiency and increasing revenue potential. A more organized and expanded growing environment allows us to better serve local gardeners, homeowners and seasonal residents. The project will also:

- * Keep gardening dollars local
- * Provide increased access to quality plants and supplies in a rural community
- * Enhance the visual and economic vitality of the area
- * Create a stronger foundation for future educational workshops or community events

Improved signage will directly increase business visibility, drawing in both residents and the many seasonal visitors who travel through the area each year.

Funding & Financial Need

Grant funding is necessary to complete this project in a timely and financially responsible manner. As a growing small business, reinvesting revenue back into the inventory and seasonal operations limits available capital for infrastructure expansion.

In addition to grant funding, personal investment and business revenue will contribute toward site preparation, materials, and labor costs. This project represents a strategic and necessary investment in long-term stability and growth.

Long-Term Sustainability

With strong community roots and a clear seasonal sales model, Petal & Leaf is positioned for steady growth. Strategic marketing and visible branding will establish the greenhouse as a recognizable and trusted destination within Aitkin County. The requested grant funds will provide essential startup infrastructure that will support long-term revenue generation and business stability.