

BRAINERD ECONOMIC DEVELOPMENT AUTHORITY

Thursday, March 4, 2021 7:30 a.m.

City Hall Council Chambers

WebEx Teleconference Meeting

Pursuant to the call and notice thereof, President Erickson called the meeting of the Brainerd Economic Development Authority to order at 7:30 a.m.

Present were Commissioners Marie Kirsch, Gabe Johnson, Michael O'Day, Toni Bieser, and Wayne Erickson. Commissioner Bevans joined the meeting virtually at 7:50 a.m. Also present were City Administrator Bergman, Community Development Director Chanski, Finance Director Hillman, Eric Charpentier, HRA director, Tyler Glynn, BLAEDC executive director and John Schommer, HRA rehab coordinator.

Approval/Amendment of the Agenda

MOVED AND SECONDED BY COMMISSIONERS JOHNSON AND O'DAY, DULY CARRIED, TO APPROVE THE AGENDA AS PRESENTED.

Approval of Minutes

MOVED AND SECONDED BY COMMISSIONERS O'DAY AND JOHNSON, DULY CARRIED, TO APPROVE THE MINUTES FROM THE JANUARY 17, 2021 MEETING

Financial Report

MOVED AND SECONDED BY COMMISSIONERS KIRSCH AND O'DAY, DULY CARRIED, TO APPROVE THE FINANCIAL REPORT AS PRESENTED.

Updates

Executive Director

City Administrator Bergman indicated the Destination Downtown Business Coalition (DDBC) has posted the part-time position for an event coordinator and they are working on the holiday light program for the downtown area for next season. She announced there has been a transition to an Interim Public Works Department under City Engineer Sandy which includes the Parks Department, and the Park Board members are working on the Lum Park Masterplan. She said this is also Brainerd's Sesquicentennial year, which is the 150th birthday of the city. There are some activities being planned for the event by Mayor Badeaux and Visit Brainerd. City Administrator Bergman also stated the Parking Commission has regrouped and have been working on many new ideas and suggestions.

HRA

Executive Director Charpentier has been working with a new developer in downtown, who has yet to be announced. He said the HRA has been in contact with a local developer interested in property for single family housing.

Rehab Coordinator Schommer updated the Commission on the northeast Brainerd grants, as well as the Brainerd Oaks, Serene Pines, and Dalmar Estate properties.

BLAEDC Update

Executive Director Glynn stated they are finalizing the final steps of distribution of the Crow Wing County Economic Assistance grants. He gave a brief review of the dollar amounts and applications approved. The BLAEDC Annual meeting is being held virtually on Tuesday, March 9, 2021 at 7:30 a.m. with Keynote speaker Shirley Bloomfield, president, and CEO of NTCA out of Washington D.C.

Commissioner Bevans joined the meeting via WebEx.

Due to a member participating in the meeting electronically, all the following motions will be voted on by a roll call vote for accuracy.

Old Business

EDA-BLAEDC Shared Services Agreement

Community Development Director Chanski and Executive Director Glynn explained the details of the agreement.

MOVED AND SECONDED BY COMMISSIONERS O'DAY AND JOHNSON TO APPROVE THE SHARED SERVICES AGREEMENT AS PRESENTED.

Upon roll call, members Kirsch, Johnson, O'Day, Bevans, Bieser, and Erickson voted "aye". No member voted "nay". The Chair declared the motion carried.

President Erickson and Commissioner Johnson welcomed Toni Bieser to the EDA and asked her to introduce herself to the Commission and for Commissioners to do the same.

Strategic Planning

Community Development Director Chanski indicated the City Council budgeted \$5,000 towards strategic planning for the EDA to be involved in. There will be a joint EDA and City Council workshop taking place next week to start the discussion and ideas about strategic planning. He explained there were not many options in locating an organization willing to speak, but he did connect with Mr. Bruce Miles from Big River Group in St. Cloud who submitted a proposal. Mr. Chanski read the details of the proposal by Mr. Miles.

Commissioner Bieser and City Administrator Bergman both indicated they have worked with Mr. Miles in the past and the proposal is satisfactory.

MOVED AND SECONDED BY COMMISSIONERS O'DAY AND BEVANS TO APPROVE THE PROPOSAL FOR A STRATEGIC PLANNING ONE DAY RETREAT WITH MR. BRUCE MILES.

Upon roll call, members Kirsch, Johnson, O'Day, Bevans, Bieser, and Erickson voted "aye". No member voted "nay". The Chair declared the motion carried.

Commissioner Johnson and City Administrator Bergman departed to attend another meeting.

New Business

Resignation of Ed Menk

MOVED AND SECONDED BY COMMISSIONERS BEVANS AND O'DAY TO ACCEPT WITH REGRET THE RESIGNATION OF ED MENK FROM THE EDA.

Upon roll call, members Kirsch, O'Day, Bevans, Bieser, and Erickson voted "aye". No member voted "nay". The Chair declared the motion carried.

Informational

Parking Commission

Community Development Director Chanski indicated the commission has met several times and are discussing many new ideas. He stated one of the Commissioners, Chuck Marohn, will be compiling information to present to the City Council in April.

Comments/Questions

Community Development Director Chanski spoke about a potential government funding program that may be taking place.

Commissioner O'Day stated members of the walkable bikeable committee may be interested in meeting with the parking commission, as they may have similar issues.

Mr. Glynn announced there is a program that may be of interest to others to watch. A segment about CTC was highlighted on CNBC with Ted Danson aired January 23rd that is available to watch. Mr. Glynn can provide the link to anyone interested.

Adjourn to the Joint EDA-City Council Workshop on Monday, March 8, 2021 at 5:00 p.m.

The Authority adjourned at 8:30 a.m.

Secretary/Treasurer