

BRAINERD ECONOMIC DEVELOPMENT AUTHORITY

Thursday, June 3rd, 2021, 7:30 a.m.

City Hall Council Chambers

WebEx Teleconference Meeting

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

Upon roll call Commissioners Marie Kirsch, Michael O'Day, Toni Bieser, and Wayne Erickson were noted as present. Commissioner Kelly Bevans joined the meeting virtually after the approval of the Minutes. Also, present were Community Development Director Chanski, Finance Director Hillman, City Administrator Bergman, Eric Charpentier, HRA Director, and Tyler Glynn, BLAEDC.

Approval/Amendment of the Agenda- Approved

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

Approval of Minutes- Approved

MOVED AND SECONDED BY COMMISSIONERS JOHNSON AND O'DAY, DULY CARRIED, TO APPROVE THE MINUTES FROM THE MAY 6TH, 2021 MEETING AND THE MAY 18TH, 2021 STRATEGIC PLANNING RETREAT WITH THE CORRECTION OF DATE ON THE RETREAT MINUTES.

Financial Report- Approved

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

Commissioner Bevans joined the meeting virtually. Due to a member attending the meeting electronically, all motions will be voted on by a roll call vote for accuracy.

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

Updates

Executive Director

City Administrator, Jennifer Bergman, gave update on the Sesquicentennial happening September 18th-25th, 2021. The committee and staff, including the communications intern, will be meeting in June with City partners to plan events. Banners for light poles were expected to be delivered at the end of the week. The banners are available for purchase on the Visit Brainerd website. The proceeds will go toward historical markers. Commissioner Bieser inquired to see how many of the banners had been purchased. Administrator Bergman will provide update as to how many have been sold at the next meeting.

Community Development Director, David Chanski, reported that the Planning Commission had a special meeting on May 26th, 2021, to consider planning development for Country Manor. This will go before the City Council on June 7th for approval. They are in the development stage of the multi-stage process. He stated that the EDA should anticipate a financial aid request to be heard for vetting prior to going to the City Council. Parking Commission will hold a Townhall meeting on Tuesday, June 8th in the Council Chambers to hear concerns from citizens about parking. Also, the Parking Commission will be conducting a new parking study for downtown because of the significant changes since 2019.

HRA Update

Eric Charpentier, HRA Director, reported an update on Serene Pines. HRA has two job openings, one for an accounting specialist and the other for an administrative specialist. Maintenance Supervisor started on June 1st, he has a wealth of experience and has already visited all properties. Rehabilitation continues in Northeast and the HRA is still seeking applicants to aid.

BLAEDC Update

Tyler Glynn, Executive Director, reported that BLAEDC is assisting the County with needs assessment and disbursement of American Rescue Plan Act Funds. The County has received the first half of their funding and are looking at housing, broadband, and childcare as areas of need. The BLAEDC website is being updated in response to their rebranding. The unified fund has had 4 loan requests in the last month, 1 of which is a Brainerd business. Key recruitment through April 2021 has filled 4 jobs by bringing families into local communities. Marketing advertising is being updated at the Brainerd Airport.

Old Business

Strategic Planning Retreat

Community Development Director Chanski reviewed the retreat held on May 18th, 2021, with Big River Group. Based on the worksheets and work at the retreat, staff drafted a Mission statement and Goals for the EDA. He led the commission through discussion of the draft.

Discussion was held to continue to make mission and goals more specific by removing education as a part of the mission and to make goals time sensitive.

Based on discussion, staff will update the mission and goals framework so the EDA can adopt the mission and goals at the July meeting.

American Rescue Plan Update

Community Development Director, David Chanski, gave an update on the American Rescue Plan Act (ARPA) as it applies to the City of Brainerd. Brainerd is considered a “non-

entitlement” City as it has less than fifty thousand residents. Based on population of the City, considering the number of townships, and how the state chooses to distribute to these townships it is estimated that the City will receive \$1.4 million in aid. He also discussed areas of interest for the EDA when considering disbursement and the role the EDA will have in this area in line with Goals discussed.

The commission held discussion on disbursement, possible uses, and the role of the EDA in the disbursement of the monies.

Comments/Questions

1 Vacancy for EDA- Mayoral appointment. Mayor Badeaux will have them on the June 21st Agenda.

Commissioner O’Day is excited to see direction for the committee after the retreat.

Commissioner Bieser is excited about the retreat and the ARPA information and how it will help our community.

Commissioner Johnson echoes the retreat excitement, as well as the effective creation of mission and goals for the EDA.

Chair Erickson stated that this is the most active he has seen the EDA and it is exciting to see the aggressive commissioner’s mission.

Adjournment

MOVED AND SECONDED BY COMMISSIONERS JOHNSON AND O’DAY TO ADJOURN THE MEETING, DULY CARRIED.

The Authority adjourned at 8:50 a.m.


Secretary/Treasurer