

Economic Development Authority

Brainerd, Minnesota
August 5, 2021
7:30 A.M.
City Council Chambers

Member of the public may monitor the meeting via phone.
CALL TOLL-FREE: 1-844-992-4726
Access Code: 146 281 4562

1. **Call To Order**

2. **Roll Call**

K. Bevans M. O'Day G. Johnson Vacant
 T. Bieser M. Kirsch W. Erickson

3. **Approval/Amendment Of Agenda**

4. **Approval Of Minutes**

Regular Meeting Held on July 1, 2021

Documents:

[2021-07-01 Meeting Minutes.pdf](#)

5. **Financial Report**

Documents:

[EDA Financials - AUG 5 Meeting.pdf](#)

6. **Updates**

- a. Executive Director
- b. HRA
- c. BLAEDC

Documents:

[Brainerd HRA Report.pdf](#)

7. **Old Business**

A. Budget Levy And Priorities Discussion

Documents:

2022 Budget and Levy.pdf
DDBC Funding Request 2022.pdf

8. **New Business**

9. **Informational**

A. **2021-2022 Goals Update**

Documents:

EDA Goals Status - Updated 7.30.21.pdf

10. **Commissioner's Comments/Questions**

11. **Adjournment**

BRAINERD ECONOMIC DEVELOPMENT AUTHORITY

Thursday, July 1st, 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 for the beginning of the meeting. Also, present were Community Development Director Chanski, Finance Director Hillman, Eric Charpentier, HRA Director, John Schommer, HRA Rehab Coordinator, and Tyler Glynn, BLAEDC.

Due to a commissioner attending virtually, all votes are required to be roll call votes.

Approval/Amendment of the Agenda- Approved

MOVED AND SECONDED BY COMMISSIONERS BEVANS AND JOHNSON TO APPROVE THE AGENDA AS PRESENTED.

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

Approval of Minutes- Approved

MOVED AND SECONDED BY COMMISSIONERS JOHNSON AND BEVANS TO APPROVE THE MINUTES FROM THE JUNE 3RD, 2021 MEETING.

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

Financial Report- Approved

Finance Director Hillman reported that the City received seventy percent of its tax settlement. Increase to 295 fund balance. The retreat contractor has also been paid for.

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

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

Community Development Director, David Chanski, reported that the Parking Commission held a townhall on June 8th, regarding questions, concerns, comments on

parking. The commission met for regular meeting on June 17th, the commission will present to the Council in July to give an update on recommendations. The City Council approved the Ordinance to Amend the City's Food Truck Ordinance. At the Planning Commission meeting a developer presented a proposal for a mixed unit development that will also go before the City Council for a resolution of support. Zoning Code workshop for the City Council will be on July 12th at 6:00 p.m. The American Rescue Plan Act update the Council on July 6th will consider a resolution to apply for the City's first round of funds the amount of which has not been determined.

HRA Update

Eric Charpentier, HRA Director, reported that the HRA passed a resolution in support of Tax Increment Financing for the development of the mixed unit project. The Board also wrote a letter of support for the developer to use project-based vouchers as a sign of support for financing. The Crow Wing County Minnesota Housing Partnership will meet in the end of July to analyze places of development and redevelopment in order to use the trust in the best manor. Finally, the boiler and water heater project for the NorthStar Apartments has begun, the funds for this come from capital funds.

John Schommer, HRA Rehab Director, reported that work continues on the Small Cities Rehab Grant. Still looking for properties in Northeast for this purpose. Brainerd Oaks closed on four more lots, with 4 more foundations poured but with supply shortages work is slow.

BLAEDC Update

Tyler Glynn, Executive Director, reported that BLAEDC continues its retention and expansion visits to area businesses with technology as well as transparency and information about grants being barriers for businesses. The Unified Fund to date has had seventeen total loans totaling \$1.21 million dollars. In 2021 thus far two loans have been for Brainerd based businesses. Finally, the childcare study that was completed for Crow Wing County determined that in County there is a shortage of 1,100 daycare slots. BLAEDC is working with current daycare centers to determine how to close the gap.

Old Business

Commissioner Bevans left the meeting, voice vote resumes.

Adoption of Mission and Goals

Community Development Director Chanski discussed the update to the goals and mission based on discussion from June 3rd meeting. Also attached is a goals status spreadsheet as a way to track goals, gives strategies, and who is responsible for each of the goals.

MOVED AND SECONDED BY JOHNSON AND O'DAY TO ADOPT THE CITY OF BRAINERD ECONOMIC DEVELOPMENT AUTHORITY MISSION AND 2021-2022 GOALS AS PRESENTED.

New Business

2022 Budget Calendar

Community Development Director Chanski discussed the development of a Budget Calendar for setting the 2022 Budget. The levy by the EDA is set by state statute based on the City's total market value. The first half of the funds from the American Rescue Plan Act will be disbursed in late July. The Council will be approving the application to give information to the State at the July 7th meeting. The City will have until December 31st, 2024, to obligate funds, and December 31st, 2026, to spend the funds.

Informational

Sesquicentennial Update

Jessie, Communications Intern, gave an update on the events that are being planned for the Sesquicentennial. There are a large host of partners coming forward to host events for the celebration. The partners will be meeting again on July 12th.

Comments/Questions

Commissioner O'Day is excited to celebrate the 4th of July, the City will have a float which a number of Council Members will be on.

Commissioner Johnson stated that he was excited for the City to receive \$2.85 million dollars from the State budget to erect a park on the river road. This is a project that committees have been working towards for many years. Eric Charpentier commented that it would be a great amenity for the NorthStar residents.

Tyler Glynn also added that Crow Wing County passed their audit. BLAEDC will also have an intern for the fall.

Adjournment

MOVED AND SECONDED BY COMMISSIONERS O'DAY AND BIESER TO ADJOURN THE MEETING, DULY CARRIED.

The Authority adjourned at 8:23 a.m.

Secretary/Treasurer

Financial Report for EDA

As of June 30, 2021

	<u>Cash & Investments</u>	<u>Receivable Balance</u>	<u>Deferred Loans (as of 12/31/20) **</u>	<u>Awarded Grants</u>
General Funds:				
EDA Fund - #295	\$ 56,783	\$ -	\$ -	\$ -
Total	\$ 56,783	\$ -	\$ -	\$ -
CDBG (Housing/Commerical (Slum & Blight/Federal Objective)):				
Downtown - #298	\$ 48,456	\$ 23,394	\$ 497,881	\$ -
SE Brainerd - #215	44,290	-	294,046	-
NE Brainerd - #218	(52,142)	-	150,432	464,358
Willows Project - #209	-	-	37,500	-
Old Housing - #209	3,310	-	59,286	-
Local Income - #275	50,434	15,998	15,800	-
Total	\$ 94,348	\$ 39,392	\$ 1,054,945	\$ 464,358
Federal & State MIF (Commerical (Jobs)):				
Commerical - #210 ^^^	\$ -	\$ 646,427	\$ -	\$ -
Federal MIF - #296	18,301	-	-	-
Total	\$ 18,301	\$ 646,427	\$ -	\$ -
Grand Total	\$ 169,432	\$ 685,819	\$ 1,054,945	\$ 464,358

** Portion of the loan that is forgivable with the passage of time

^^^ The Receivable Balance **DOES** include the \$646,427 borrowed to pay for the industrial park land.

Fund 295 EDA FUND

GL Number	Description	PERIOD ENDED 07/31/2020	PERIOD ENDED 07/31/2021
*** Assets ***			
295-0000-10100	CASH	64,473.12	56,782.95
295-0000-10700	DELINQUENT TAX RECEIVABLE	7,330.90	7,917.80
295-0000-11500	ACCOUNTS RECEIVABLE	0.00	10,000.00
295-0000-16160	FA-LAND HELD FOR RESALE	488,252.22	488,252.22
Total Assets		560,056.24	562,952.97
*** Liabilities ***			
295-0000-20600	DEPOSITS PAYABLE	0.00	10,000.00
295-0000-22200	DEFERRED REVENUE	488,252.22	488,252.22
295-0000-22210	DEFERRED TAXES RECEIVABLE	5,521.89	4,344.68
Total Liabilities		493,774.11	502,596.90
*** Fund Balance ***			
295-0000-28900	FUND BALANCE/EQUITY ACCT	39,602.39	53,498.12
Total Fund Balance		39,602.39	53,498.12
Beginning Fund Balance		39,602.39	53,498.12
Net of Revenues VS Expenditures		26,679.74	6,857.95
Ending Fund Balance		66,282.13	60,356.07
Total Liabilities And Fund Balance		560,056.24	562,952.97

PERIOD ENDING 06/30/2021

ACCOUNT DESCRIPTION	ACTIVITY FOR		YTD BALANCE	AVAILABLE	% BGD USED	
	2021 ONTH	06/30/2021	06/30/2021	BALANCE		
	AMENDED BUDGET	EASE (DECREASE)	RMAL (ABNORMAL)	RMAL (ABNORMAL)		
Fund 295 - EDA FUND						
Revenues						
Function: Unclassified						
Dept 0000						
TAXES & PENALTIES						
31010	CURRENT AD VALOREM	133,789.00	44,179.22	47,566.15	86,222.85	35.55
31020	DELINQUENT AD VALOREM	0.00	778.41	964.60	(964.60)	100.00
	TAXES & PENALTIES	133,789.00	44,957.63	48,530.75	85,258.25	36.27
OTHER REVENUE						
36210	INTEREST INCOME	400.00	231.19	231.19	168.81	57.80
	OTHER REVENUE	400.00	231.19	231.19	168.81	57.80
Total Dept 0000						
		134,189.00	45,188.82	48,761.94	85,427.06	36.34
Total - Function Unclassified						
		134,189.00	45,188.82	48,761.94	85,427.06	36.34
TOTAL REVENUES						
		134,189.00	45,188.82	48,761.94	85,427.06	36.34
Expenditures						
Function: Unclassified						
Dept 6510 - ECONOMIC DEVELOPMENT AUTH						
SERVICES						
43300	PROFESSIONAL SERVICES	95,000.00	2,663.00	15,163.00	79,837.00	15.96
43322	POSTAGE	0.00	0.00	16.32	(16.32)	100.00
43361	INS - GENERAL LIABILITY	150.00	0.00	67.67	82.33	45.11
43430	MISCELLANEOUS	5,500.00	3,112.50	6,307.00	(807.00)	114.67
43434	ECONOMIC INITIATIVES	30,000.00	0.00	15,000.00	15,000.00	50.00
43435	BOOKS/PAMPHLETS/DUES	5,350.00	0.00	5,350.00	0.00	100.00
	SERVICES	136,000.00	5,775.50	41,903.99	94,096.01	30.81
Total Dept 6510 - ECONOMIC DEVELOPMENT AUTH						
		136,000.00	5,775.50	41,903.99	94,096.01	30.81
Total - Function Unclassified						
		136,000.00	5,775.50	41,903.99	94,096.01	30.81
TOTAL EXPENDITURES						
		136,000.00	5,775.50	41,903.99	94,096.01	30.81
Fund 295 - EDA FUND:						
	TOTAL REVENUES	134,189.00	45,188.82	48,761.94	85,427.06	36.34
	TOTAL EXPENDITURES	136,000.00	5,775.50	41,903.99	94,096.01	30.81
	NET OF REVENUES & EXPENDITURES	(1,811.00)	39,413.32	6,857.95	(8,668.95)	378.68

To: Brainerd HRA Board Members
From: Eric Charpentier, Executive Director
Date: July 28th, 2021
Re: Executive Director Report

Housing Trust Fund Update

On July 22nd Minnesota Housing Partnership was in town to help facilitate discussions with stakeholders for the purposes of educating our partners on the Housing Trust Fund as well as information sharing between the HRA and these groups to ensure we are all working towards the similar goal of maintaining and creating housing within Crow Wing County. We also gave MHP a guided tour of some of the potentially developable land within Brainerd and Baxter as well as highlighted a couple of the project areas that we have worked on in the last few years. We are hoping that through this process we will be able to identify a couple of potential sites that we can highlight to developers with the goal of being able to create a request for proposal (RFP) for future multi family or single home housing units.

Northstar Boiler and Water Heater Replacement Update

Work continues on the replacement project in the Northstar Building. The contractor has expressed that the project will likely push out until the end of September due to supply issues for some key pieces of equipment. The contractor has been on site and is working on clearing out the space in anticipation of the new equipment. Our staff continues to monitor the leak and has been doing a good job of controlling it up to this point.

Hiring Update

We have partnered with the City of Brainerd to help in our search for an accounting specialist as well as our Rehab administrative specialist. We are now able to have applicants submit their information through a site called NeoGov which has already had an impact as applications have started to come in.

MN NAHRO Leadership Conference

The MN NAHRO Summer Leadership Conference was held at Madden's on July 26th – 28th. We had the opportunity to bring this group to our downtown to show off the progress that has been made in the past few years. I was able to lead a tour of properties that the HRA has had a direct impact on and highlight the new businesses that have opened.

No Action Requested; Discussion Items

MEMO



TO: EDA Board of Commissioners
FROM: Connie Hillman, City of Brainerd Finance Director
DATE: July 30, 2021
RE: 2022 EDA Fund Budget

The preliminary levy needs to be set by the City Council by September 30, 2021. What the Council is needing at this point from the EDA Board is the preliminary EDA tax levy request. How the EDA proposes to spend the funds by line item can be determined in the upcoming months.

Attached is the current 2021 EDA budget, budget and actual information from 2020, and a requested column for 2022. Only a few of the line items have been entered for 2022 and are highlighted below:

Current Ad Volorem: Historically, the EDA Board has requested the maximum allowed by state statute (469.107 s.1). For 2022, this amount is \$145,036. It is .01813% of the previous years estimated market value of the City which was \$799,980,000. The City doesn't budget for any delinquent taxes, but rather 100% of the current year levied amount. Any delinquent taxes received in a year offsets any nonpayment of current year taxes. The City historically has over a 98% collection rate for the current year tax levy.

- **Memberships:** Historically the EDA Fund has paid for the funding request to the Initiative Foundation. Attached is the 2022 request from the Initiative Foundation for \$5,350 which is the same amount as 2021.

Please feel free to contact us if you have any questions.

EDA Fund

	2020		2021 Budget	2022 Requested Budget	Difference
	Budget	Actual			
Revenues					
Taxes & Penalties					
31010 Current Ad Volorem **	127,817	126,507	133,789	145,036	11,247
31020 Delinquent Current Ad Volorem	-	2,574	-	-	-
	127,817	129,082	133,789	145,036	11,247
Other Revenue					
36210 Interest Income	250	604	400	500	100
34102 Developer Fee	-	1,000	-	-	-
39200 Sale of Land	-	-	-	-	-
	250	1,604	400	500	100
TOTAL REVENUE	128,067	130,686	134,189	145,536	11,347
Services					
-3300 Professional Services	-	-	-	-	-
City	32,500	32,500	30,000	-	(30,000)
BLAEDC	78,500	78,500	60,000	-	(60,000)
Legal/Municipal Advisors	5,000	300	5,000	-	(5,000)
-3361 Ins. General Lib	100	141	150	-	(150)
-3430 Miscellaneous	5,500	-	500	-	(500)
Strategic Planning					
Marketing			5,000	-	(5,000)
Training/Events/Conferences					
-3434 Economic Initiatives	-		30,000	-	(30,000)
-3435 Memberships *	5,350	5,350	5,350	5,350	-
	126,950	116,790	136,000	5,350	(130,650)
-7720 Transfers Out	-	-			
TOTAL EXPENDITURES	126,950	116,790	136,000	5,350	(130,650)
NET REVENUE OVER EXPEND.	1,117	13,896	(1,811)	140,186	141,997
Fund Balance	40,719	53,498	51,687		

** Max allowed by state statute

* Initiative Foundation

(320) 632-9255
405 First Street SE
Little Falls, MN 56345



ifound.org

June 9, 2021

Jennifer Bergman, City Administrator
City of Brainerd
501 Laurel St
Brainerd, MN 56401-3595

Dear Mayor Badeaux, City Council and Ms. Bergman,

For 35 years, the Initiative Foundation has focused on building strong local economies, vibrant communities, and a lasting culture of generosity in Central Minnesota. Our grant-making, lending, and programmatic activities support for-profit and nonprofit business growth, empower new entrepreneurs, address workforce shortages, and increase access to quality childcare for the region's workforce.

In Crow Wing County, we have provided a total of \$5,603,021 in grants to support nonprofit organizations and local government projects, as well as \$9,695,864 in business loans to secure 2,000 quality jobs.

In response to the COVID-19 crisis, the Foundation moved quickly to aid our local economies. In partnership with DEED, MDE, and many regional funders, the Foundation provided \$9,090,586 in emergency relief grants and \$1,340,000 in emergency relief lending throughout our 14-county region. These actions, along with our traditional community and economic development services, made 2020 our most impactful year ever, with total regional grantmaking approximately 5x a typical year.

The Foundation has historically generated a substantial return on the investment as local contributions make it possible for us to leverage additional resources from sources outside Central Minnesota. For every dollar we raise locally, we return an average of \$3.84 to the communities we serve in the form of grants, loans, and scholarships.

Financial support from cities and counties increases our capacity to spur economic development, creating and maintaining quality jobs in the region. We sincerely appreciate your past investment and look forward to your continued support in 2022.

We respectfully request that you consider allocating \$5350 to the Initiative Foundation in your 2022 budget.

Please contact us if you have any questions or to request a presentation. We can present in person or facilitate an online option. If possible, after your budget for 2022 is finalized, please let us know your decision by signing and returning the enclosed confirmation form. Thank you for your consideration!

All the best,

A handwritten signature in black ink that reads 'Matt'.

Matt Varilek
President

A handwritten signature in black ink that reads 'Carl'.

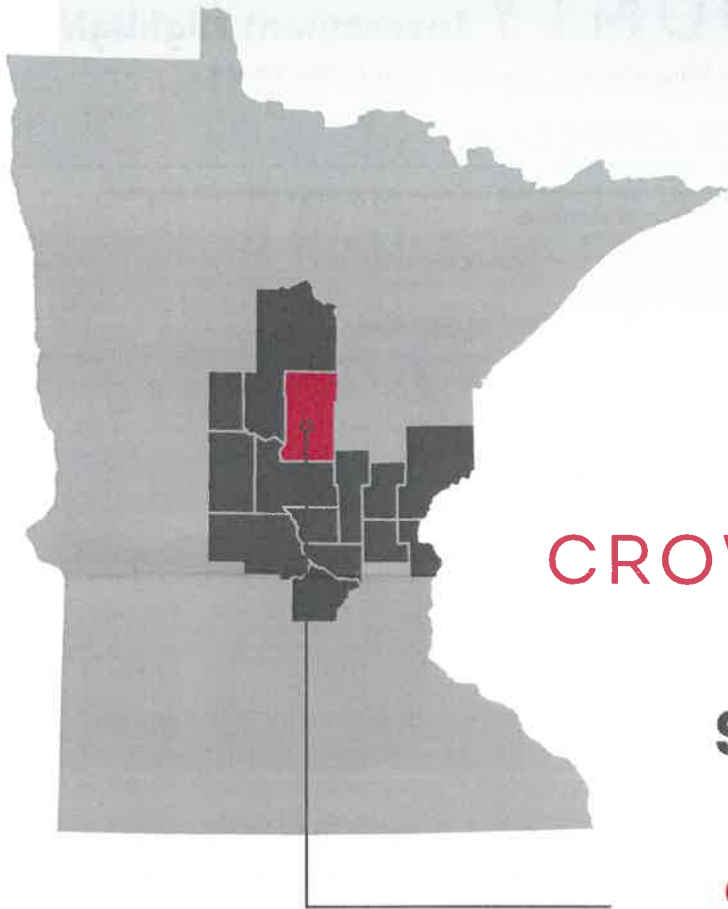
Carl Newbanks
Grants and Development Manager

The Initiative Foundation is a 501c(3) nonprofit organization. All contributions to the Foundation are tax-deductible to the extent allowed by law. The Foundation owns and manages all financial contributions for the benefit of communities served in the 14-county region of Central Minnesota.



Powering Possible

Equal opportunity lender, provider and employer.



Initiative Foundation at work in
CROW WING COUNTY

\$3.7 MILLION

in local donations to the Initiative Foundation.

\$16 MILLION

returned to Crow Wing County in grants, loans, and scholarships.

Our Mission:

To empower people to build thriving communities and a vibrant region across Central Minnesota.

405 First Street SE
Little Falls, MN 56345
(877) 632-9255
ifound.org



Powering Possible

Return on Investment

For every local dollar contributed, the Initiative Foundation has invested **\$4.23** back into Crow Wing County.

Economic Impact

[1986 to present]

- Awarded 936 grants totaling **\$5.6 million**
- Awarded 21 scholarships totaling **\$51,750**
- 187 loans totaling **\$9.69 million**
- Created or retained **2,000 quality jobs**
- **\$71.97 million** in outside capital leveraged
- Hosted **22** Partner Funds

CROW WING COUNTY Investment Highlights

For a full listing of Initiative Foundation investments in Crow Wing County, Contact us at (877) 632-9255.

Grants Thriving Economy, Thriving Communities

Healing Opportunity Provided Equally	Safe housing expenses for domestic violence clients during the COVID-19 pandemic
Brainerd Family YMCA	Essential worker and child care relief
Brainerd Lakes Area Chamber of Commerce Education Association	Virtual career exploration experience
Sexual Assault Services, Inc.	Emergency funds to support survivors of sexual violence
Crow Wing County United Way, Inc.	Emergency relief grant
Cuyuna Range Youth Center	Internship program for youth
The National Loon Center Foundation	Northern Lakes Initiative

Business Financing Local Ownership, Quality Jobs

Crow Wing Food Co-op, Brainerd	Service
Hali-Brite, Ironton	Service
Fine Line Hair Design, Brainerd*	Service
Rafferty's Pizza, Brainerd*	Service

* Indicates Minnesota Department of Employment and Economic Development Small Business Emergency Loan, funded by the federal Coronavirus Aid, Relief, and Economic Security (CARES) Act.

Charitable Funds Activating Generosity

Anderson Brothers Family Fund | Artesian Homes Charitable Fund | Corey Borg-Massanari Foundation | Nancy and Thomas Adams Family Charitable Fund | Cuyuna Lakes Education Foundation | Lake Region Christian School Education Foundation | Patriot Foundation | Pillager Education Foundation | The Lakes Area Medical Development Fund | Betty Ford Menzel Scholarship Fund | Irene Myres Memorial Endowed Scholarship Fund | Madden's Pine Beach Scholarship Fund | National Loon Center Project Fund | Pillager Scholarship Fund | Brainerd Public Schools Foundation Early Childhood Fund | Bridges Manufacturing Workforce Development Fund | Gull Chain Preservation Endowment Fund | Land and Waters Preservation Trust | Salem Community Outreach Foundation | Greater Pequot Lakes Community Foundation | Lake Region Conservation Club | CWEPA Fund

Nonprofit Assistance Helping Organizations Thrive

The Outreach Program of Brainerd Lakes	Lunchtime Learning
Brainerd-Baxter Youth Center: The Shop	Nonprofit Academy
Lakes Area Habitat for Humanity	Lunchtime Learning
Interfaith Volunteers	Lunchtime Learning

Community Action The Power of Partnership

→ Healthcare workers have been true heroes throughout the pandemic, risking their wellbeing to care for others. The Sourcewell Region 5 COVID-19 Relief Project, a new

Initiative Foundation Partner Fund, awarded a grant to Essentia Health Foundation to support wellness resources, snacks and cards of encouragement for about 400

healthcare workers. To date, the fund has awarded \$44,000 to hospitals and nonprofits throughout the five-county Sourcewell region.

RECEIVED

JUN 17 2021

5.26.21

CITY OF BRAINERD
ADMINISTRATION

July 29, 2021

City of Brainerd EDA
501 Laurel Street
Brainerd, Mn 56401

To Brainerd EDA Commissioners:

Thank you for your past support of the Destination Downtown Brainerd Coalition. In the past year, with the help of the EDA, we have been able to see steady, noticeable growth in the Downtown Business District and our organization. This growth includes:

- Hiring a part time downtown coordinator
- Implementing a weekly summer market with live music and 15+ vendors each week
- Increasing social media, website and marketing efforts
- New fundraising event-Spring Fling Weekend
- Organizing all eight of our annual events and promotions in 2021.

As we look towards 2022, our goals of developing new projects and initiatives to support downtown businesses will include:

- A downtown business façade contest partnering with building and business owners to improve the appearance of downtown storefronts
- Education programs for business owners and growing entrepreneurs to help grow existing businesses and blossom new ideas in the downtown district.

In addition to the goals of 2022, we have also identified long-term goals. One of them is the development of a stand-alone business center and incubator to be a resource for the downtown business community and place for start-up businesses to launch.

To make these new projects a reality, the DDBC is asking the EDA for a grant in the amount of \$20,000. This will help us with our top priority, which is to start the storefront revitalization program.

Again, we appreciate your support this last year. We primarily used those dollars to fund the part time coordinator, but we are committed to fundraising for staff and operations and will use the 2022 EDA grant primarily for programming.

Thank you for your consideration. We look forward to continuing the progress we have started together in making Downtown Brainerd a vibrant destination for the central lakes region and beyond. Destination Downtown Brainerd is "Here For Good."

Respectfully,

Brenda Billman-Arndt
President, Destination Downtown Brainerd Coalition
Owner, Purple Fern Bath Company



Brainerd Economic Development Authority

Goals Status

July 1, 2021 to December 31, 2022

City of Brainerd			
Goal	Strategies/Action Steps	Status	Staff Member/Dept
Create programs and seek funding to address the following needs:	Evaluate the results of BLAEDC's business interviews to assess needs and categorize them.	Pending completion of business interviews.	Community Development Director
	Develop and propose programs to address the needs identified from BLAEDC's business interviews.	Pending completion and assessment of business interviews.	Community Development Director and City Administrator
	Seek funding sources to support proposed programs.	Pending development of proposed programs.	Community Development Director and Finance Director
Create an inventory of under-used and under-developed properties and work with property owners to makret them for redevelopment.	Conduct GIS assessment of under-utilized properties.	15 different properties have been identified to date.	Community Development Director
	Identify possible uses for under-utilized properties.	The 15 properties identified to date are being assessed for future possible uses. Staff hopes to present findings in September.	Community Development Director
	Engage property owners to assess interest in participating in redevelopment program.	Pending completion of property assessment	Community Development Director
	Develop program for marketing identified properties for redevelopment.	Pending completion of property assessment, use identification, and property owner engagement.	Community Development Director
Evaluate the City's vacant industrial property for compatible non-industrial uses that would address current and future needs of the community.	Create an inventory of the City's undeveloped industrial property with an assessment of each property's surrounding uses.	An inventory of the City's vacant industrial property is underway.	Community Development Director
	Develop a list of non-industrial uses for the City's undeveloped industrial property that may be compatible with each properties surrounding uses.	Pending completion of property inventory and surrouding uses assessment.	Community Development Director



Brainerd Economic Development Authority

Goals Status

July 1, 2021 to December 31, 2022

B L A E D C			
Goal	Strategies/Action Steps	Status	Staff Member/Dept
Interview existing businesses to identify each business's individual needs to take the next step in their business development.	Complete Business Retention and Expansion visits that involve interviews and information gathering.	On-going	BLAEDC
	Summarize information gathered from Business Retention and Expansion visits and submit to Community Development Director.	Pending completion of business interviews.	BLAEDC
	Seek funding sources to support proposed programs.	Pending development of proposed programs.	Community Development Director and Finance Director
Other Community Partners			
Goal	Strategies/Action Steps	Status	Staff Member/Dept
Work with community partners to develop a cohesive marketing strategy for the community.	Identify and engage strategic community partners	The City Administrator has had discussions with Visit Brainerd regarding a potential partnership.	City Administrator
	Create marketing strategy	Pending identification and engagement of community partners	City Administrator