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