

BRAINERD ECONOMIC DEVELOPMENT AUTHORITY

Thursday, January 7, 2021 7:30 a.m.

WebEx Teleconference Meeting

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

Present were Commissioners Kelly Bevans, Wayne Erickson, Gabe Johnson, Marie Kirsch, Michael O'Day, and Jerry Sinner. Commissioner Ed Menk was noted as absent. Also present were City Administrator Bergman, Finance Director Hillman, Eric Charpentier, HRA director, Tyler Glynn, BLAEDC executive director and John Schommer, HRA rehab coordinator.

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

Approval/Amendment of the Agenda

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

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

Election of Officers

Commissioner Sinner announced he will be resigning from the EDA after this meeting concludes.

Commissioner Erickson nominated Commissioner O'Day to serve as president.

Commissioner Bevans nominated Commissioner Erickson to serve as president. He stated Michael O'Day is now a Council Member and may be serving as a Council Liaison.

Commissioner Erickson respectfully declined the nomination.

Commissioner Johnson nominated Commissioner Kirsch to serve as president.

Commissioner Sinner asked for information on the restrictions or regulations for Council Members to serve on the EDA. Community Development Director Chanski indicated Commissioner O'Day is serving as a community member, and Commissioners Bevans and Johnson are the current liaisons.

Commissioner Bevans said he feels it would not present itself well by allowing three Council Members on the board and feels a separate board would not be necessary in that case.

Commission discussion took place.

Commissioner Erickson withdrew his nomination for Commissioner O'Day and accepted the nomination to serve as president.

Upon roll call, Commissioners Bevans, Johnson, Kirsch, O'Day, and Sinner voted "aye". Commissioner Erickson abstained from voting. No member voted "nay". The Chair declared the nomination carried.

Commissioner Johnson nominated Commissioner Kirsch to serve as vice-president.

Upon roll call, Commissioners Bevans, Johnson, Erickson, O'Day, and Sinner voted "aye". Commissioner Kirsch abstained from voting. No member voted "nay". The Chair declared the nomination carried.

Commissioner Johnson nominated Finance Director Hillman to serve as secretary/treasurer.

Commissioner Johnson withdrew his nomination for Finance Director Hillman, as the Finance Director already serves as vice secretary.

Commissioner Bevans nominated Commissioner Menk to serve as secretary/treasurer for 2021.

Upon roll call, Commissioners Bevans, Erickson, Johnson, Kirsch, and O'Day voted "aye". Commissioner Sinner voted "nay". The Chair declared the nomination carried.

Approval of Minutes

MOVED AND SECONDED BY COMMISSIONERS BEVANS AND O'DAY TO AMEND THE NEXT MEETING DATE SHOWN UNDER NEW BUSINESS FROM FEBRUARY 3, 2021 TO FEBRUARY 1, 2021 AND APPROVE AS AMENDED.

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

Updates

Executive Director

City Administrator Bergman stated there is a potential downtown development project that the Brainerd HRA is working on that is currently in the first stages.

She indicated the City is currently working on labor union negotiations and hope to have these settled by the first week of February.

Community Development Director Chanski announced a Parking Commission has been reestablished to address parking concerns in the City and will be meeting monthly. The recommendations made from that Committee will be brought to the Planning Commission to discuss, and then forwarded to Council.

HRA

Mr. Eric Charpentier gave an update on the Housing Trust Fund that is being refined. He also gave a review of discussion that took place with the Destination Downtown Business Coalition (DDBC).

Mr. John Schommer gave a brief update to the progress of the SCDP NE Brainerd grant, as well as the Brainerd Oaks, Serene Pines, and Dalmar Estates projects.

BLAEDC Update

Mr. Tyler Glynn thanked Jerry Sinner for his time served on the Commission.

Mr. Glynn explained the details of another business grant program that BLAEDC is currently working on with Crow Wing County of funds received from the State for an Economic Relief Funds package.

Old Business

Shared Services Agreement

Community Development Director Chanski explained the packet contains the Shared Services Agreement between the EDA and the City for this year.

MOVED AND SECONDED BY COMMISSIONERS SINNER AND O'DAY TO ADOPT THE SHARED SERVICES AGREEMENT BETWEEN THE EDA AND THE CITY OF BRAINERD AS PRESENTED.

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

New Business

Strategic Planning

Community Development Director Chanski and City Administrator Bergman gave an update regarding the 2021 plans for strategic planning sessions. They explained this training could not take place in 2020 due to COVID but would like to proceed with plans for this year.

MOVED AND SECONDED BY COMMISSIONERS ERICKSON AND JOHNSON TO DIRECT STAFF TO MOVE FORWARD AND SCHEDULE STRATEGIC TRAINING SESSIONS IN FEBRUARY AND MARCH.

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

Informational

Anderson Brothers – Industrial Park Property Acquisition

Community Development Director Chanski announced that Anderson Brothers Construction will no longer be pursuing the purchase of the Industrial Park lots. He indicated Anderson

Brothers has entered into an agreement to purchase the property they are located on currently. He said they will be working on improvements to the property and adding staff at that location.

Comments/Questions

City Administrator Bergman and Commissioner Johnson both thanked Jerry Sinner for leading the EDA this past year and for the business expertise he has shared.

Adjournment

The Authority adjourned at 8:15 a.m.

Ed Menk, Secretary/Treasurer