

ECONOMIC DEVELOPMENT AUTHORITY
Monday, December 14, 2009

Pursuant to due call and notice thereof, President Menk called the meeting of the Brainerd Economic Development Authority to order at 8:00 A.M.

Present were Commissioners Ed Menk, Kim Ellingson, Lucy Nesheim, and Kelly Bevans. Commissioner Johnson arrived at 8:03 A.M. Commissioner Erickson arrived at 8:16 A.M.

Also present were City Administrator Vogt, Finance Director Goble, Sheila Haverkamp representing BLADC, and Mainstreet Coordinator Emily Northey.

#2 Approval/Amendment of Agenda – Approved.

President Menk asked if there were any changes or requests concerning the current agenda and as there were none, the agenda was approved as presented.

#3 Approval of Minutes – November 30, 2009 – Approved.

President Menk asked if there were any changes or requests concerning the minutes of the November 30, 2009 minutes and as there were none, the minutes were approved as presented.

#4 Approval of Financial Reports – Approved.

President Menk asked if there were any changes or requests concerning the financial report for the period ending 11/30/09 and as there were none, the financial report was approved as presented.

#5 Fund Transfer – Recommend to Council the Transfer \$172,606.77 from the Commercial Revolving Loan Fund #210 into the EDA Fund #295 as allowed per the Revolving Loan Fund Policy and Allocate Funds into the EDA Fund as Industrial Park Lots are Sold – Approved.

Per a memo from City Administrator Vogt, the EDA Fund is handling the debt service funds for the industrial parks and is projected to have a negative fund balance, due in part to these expenses, in the amount of approximately \$200,000 as of December 21, 2009. He stated that staff recommends the transfer of an amount equal to the 2009 payment to Harold Thiesse in the amount of \$128,606.77 plus the upcoming payment later this month to Bruce Isebrand in the amount of \$44,000 for a total transfer of \$172,606.77 from the Commercial Revolving Loan Fund #210 into the EDA Fund #295 as allowed per the RLF Policy. As lots are sold in the industrial parks, funds associated with the sale will be allocated back into the EDA Fund.

MOVED AND SECONDED BY COMMISSIONERS ELLINGSON AND BEVANS, DULY CARRIED, TO RECOMMEND TO THE COUNCIL THE APPROVAL OF THE TRANSFER OF AN AMOUNT EQUAL TO THE 2009 PAYMENT TO HAROLD THIESSE IN THE AMOUNT OF \$128,606.77 PLUS THE UPCOMING PAYMENT LATER THIS MONTH TO BRUCE ISEBRAND IN THE AMOUNT OF \$44,000 FOR A TOTAL TRANSFER OF \$172,606.77 FROM THE COMMERCIAL REVOLVING LOAN FUND #210 INTO THE EDA FUND #295 AS ALLOWED PER THE RLF POLICY, AND TO ALLOCATE FUNDS BACK INTO THE EDA FUND AS INDUSTRIAL PARK LOTS ARE SOLD.

Finance Director Goble stated that the City has a 2010 and a 2011 payment left for the Harold Thiesse property, and to Bruce Isebrand there is just a 2010 payment left, for a total of about \$275,000.

City Administrator Vogt stated that either the Commercial Revolving Loan or the Wausau Fund can be used.

Discussion was held on a new business that is running out of the Isebrand "Plastics Plus" building, and Ms. Haverkamp stated that she will get more information regarding that business.

#6 Industrial Park Marketing Plan – Status Report

Ms. Haverkamp stated that she and City Administrator Vogt and Commissioner/Council Member Nesheim met with area realtors to discuss Industrial Park property marketing opportunities and came up with strategies to present at an upcoming EDA meeting.

#7 Staff Reports.

City Administrator Vogt stated that the WWTP is on time and on budget. He stated that the College Drive project has been postponed until 2011, that South 8th Street is moving along as a "Turnback Project" and that the Budget Public Hearing will be held tonight at 6:00 P.M. and will be televised. He stated that the increase to the Preliminary Levy due to debt service was approved by Council in September and that the amount can be reduced but not increased.

Ms. Haverkamp distributed and reviewed information on both publicly and privately owned industrial parks located in Crow Wing County. She stated that the City is netting about \$275,000 in taxes off the industrial park businesses, which includes about 50 businesses that employ over 800 people.

Commissioner Johnson asked whether the land cost to a developer is important when comparing Brainerd to Baxter.

Ms. Haverkamp stated that each project is unique as far as what is important to the developer. She discussed various aspects of desired qualifications that different businesses may look at when it comes to deciding where to locate or grow.

Downtown Coordinator, Emily Northey summarized the past few months of activities Downtown and discussed a promotional "Brainerd-in-Bloom" that the promotional sub-committee is working on with the Brainerd Garden Club.

#8 Commissioners' Comments/Questions.

None.

#9 Adjourn.

The Chair adjourned the meeting at 8:27 A.M.

Kim Ellingson, Secretary