

BRAINERD ECONOMIC DEVELOPMENT AUTHORITY

Tuesday, May 19, 2020 6:00 p.m.

WebEx Teleconference Meeting

Official Minutes

Pursuant to the call and notice thereof, President Sinner called the meeting of the Brainerd Economic Development Authority to order at 6:00 p.m.

Present were Commissioners Ed Menk, Kelly Bevans, Jerry Sinner, Wayne Erickson, Yvette Campbell, and Gabe Johnson. Also present were City Administrator Bergman, Finance Director Hillman, Community Development Director Chanski and Tyler Glynn, BLAEDC executive director.

Approval of Agenda

MOVED AND SECONDED BY COMMISSIONERS BEVANS AND ERICKSON TO APPROVE THE AGENDA.

Upon roll call, Commissioners Menk, Bevans, Johnson, Sinner, Campbell, and Erickson voted “aye”. No member voted “nay”. The Chair declared the motion carried.

Small Business Relief Grant

Community Development Director Chanski gave a brief update of the City Council direction to the EDA regarding the request for \$90,000 that was approved at the May 18, 2020 City Council meeting. He explained the details and the requirements of the grant application that was discussed by the Council.

Commissioner Johnson questioned what determined the amount of \$3,000 for each grant application. Community Development Director Chanski stated it was an EDA motion to omit the loan process and proceed with the grant application allowing \$3,000 per business.

Commission discussion took place regarding the requirements shown in the application and the \$3,000 amount.

City Administrator Bergman stated the document being brought to the EDA this evening is a draft created by the subcommittee, and there is an opportunity to make amendments.

Community Development Director Chanski reviewed each requirement listed in the draft application and made adjustments as Commissioners discussed each item.

City Administrator Bergman indicated the application will be reviewed by legal counsel prior to inception of the program.

Community Development Director Chanski requested clarification of the approval process once applications are submitted.

MOVED AND SECONDED BY COMMISSIONERS MENK AND BEVANS TO APPROVE THE GRANT APPLICATION AND GUIDELINES WITH THE AMENDMENTS AS DISCUSSED TO BE COMPLETED BY CITY STAFF, SUBJECT TO LEGAL REVIEW AND FINAL REVIEW BY THE EDA SUBCOMMITTEE BY MAY 25TH, 2020.

Commissioner Johnson indicated he believes the dollar amount is not enough and this process is being determined too soon to predict what the outcome of COVID-19 will be.

Upon roll call, Commissioners Menk, Bevans, Sinner, Campbell, and Erickson voted “aye”. Commissioner Johnson voted “nay”. The Chair declared the motion carried.

Adjournment

The Authority adjourned at 7:33 p.m.

Wayne Erickson, Secretary/Treasurer