

ECONOMIC DEVELOPMENT AUTHORITY

City of Brainerd, Minnesota
City Hall, 501 Laurel Street, Council Chambers
Thursday, October 6 at 7:30 am

The public is invited to attend this meeting in person
Meeting is also televised on CTC Cable channel 8 and streamed live on
YouTube: www.youtube.com/CityOfBrainerdMN

1. Call To Order

2. Roll Call

___ K. Bevans ___ T. Bieser ___ M. Kirsch

___ M. O'Day ___ K. Yeager ___ G. Johnson ___ Vacant

3. Approval/Amendment Of Agenda

4. Consent Calendar

NOTICE TO PUBLIC - all matters listed are considered routine by the Commission and will all be enacted by one (1) motion. There will be no separate discussion of these items unless good cause is shown prior to the time the Commission votes on the motion to be ADOPTED BY ROLL CALL

A. **Approval Of Minutes**

Documents:

[2022-09-01 EDA Meeting Minutes.pdf](#)

B. **Financial Report**

Documents:

[EDA Financial Report.pdf](#)

C. **DDBC Report**

Documents:

[DDBC Monthly Report Form 09.2022.pdf](#)

D. **Swanson Haskamp Consulting Report**

Documents:

SHC Report .pdf

E. Visit Brainerd Report

Documents:

Visit Brainerd Monthly Report Form_09_22.pdf

5. Old Business

A. Consider Subcommittee Recommendations For The DEED Mainstreet Revitalization Program

Documents:

Main Street Subcommittee Recomm.pdf

6. New Business

A. Establish Goals And Action Steps For The EDA

Documents:

Goals Agenda Item.pdf

7. Staff Reports

Executive Director

HRA Director

Documents:

Brainerd HRA Update Report 9-29-22.pdf

8. Commissioner's Comments/Questions

9. Adjourn

BRAINERD ECONOMIC DEVELOPMENT AUTHORITY
Thursday, September 1st, 2022, 7:30 a.m.
City Hall Council Chambers

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

Upon roll call Commissioners Toni Bieser, Marie Kirsch, Mike O'Day, and Gabe Johnson were noted as present. Commissioner Yeager was noted as absent. Also, present were City Administrator Bergman, Community Development Director Kramvik, Finance Director Hillman, Eric Charpentier, HRA Director, and John Schommer, HRA Rehab Coordinator.

Approval/Amendment of the Agenda- Approved

MOVED AND SECONDED BY COMMISSIONERS O'DAY AND BIESER, DULY CARRIED, TO APPROVE THE AGENDA WITH THE ADDITION OF PUBLIC FORUM.

Approval of Minutes

MOVED AND SECONDED BY COMMISSIONERS BIESER AND O'DAY, DULY CARRIED, TO APPROVE THE MINUTES.

Public Forum

Mike Higgins, 1801 Mill & 1511 Northern Pacific Road, stated that he reached out to Council Member O'Day about the revolving loan fund through BLAEDC's Unified Fund. He wants to improve the floor at the Brainerd Industrial Center Building. He is hoping to qualify for the loan fund, at low interest, with a 5–7-year payback. The improvement would increase production floor by 80,000 square feet. He had reached out to Mr. Glynn and hadn't heard back until August 31st. He wanted to voice frustrations with the way that BLAEDC is overseeing the loan money.

He also stated that the Highway 210 project plan is a detriment to economic development and industrial manufacturing in the Brainerd Lakes Area with the addition of the roundabouts. He believes that the people who designed the project obviously do not understand the amount of semi traffic goes through the corridor on a daily basis. He wants to see the data that supports the design from MnDOT.

Old Business

Authorize the Conveyance of the Industrial Park Lots to VCV

Executive Director Bergman stated the EDA entered into a Purchase and Development Contract with VCV Digital Infrastructure Minnesota LLC (VCV) for the sale of Lot 1, Blocks 2 and 3, Brainerd Industrial Park 1st Addition VCV had 180 days to do their due diligence and satisfy conditions. Staff has spent the past month reviewing the original plans submitted by VCV for both properties.

Community Development Director Kramvik gave an overview of the development plan. The development is considered Outdoor Storage as a Principal Use which requires an Interim Use Permit in the General Industrial District. Staff worked with the design and development team for VCV to correct zoning issues and to ensure complete construction plans were submitted.

Commissioner Bieser clarified whether a SWPPP analysis has been done for watershed purposes around the property.

Chair Johnson stated that the lots have been certified as shovel ready development when the lots were originally purchased.

Commissioner O'Day asked for clarification on what the office would be used for, whether it would be for the data center.

VCV Digital clarified that the office is for 10-15 staff. The mobile data center is the storage containers.

Commissioner Bieser asked for clarification on how long the agreement for the energy block is for.

VCV Digital clarified that the transmission and service cost from BPU will be negotiated annually, however, the cost of the energy will be negotiated on a wholesale basis by American Electric Power.

Executive Director Bergman stated that all of the conditions for conveyance have been met. Finally, she stated that staff is recommending authorization of conveyance of Lot 1, Blocks 2 and 3 Brainerd Industrial Park 1st Addition to VCV Digital Infrastructure Minnesota LLC in the amount of \$227,815.

MOVED AND SECONDED BY COMMISSIONERS O'DAY AND BIESER, DULY CARRIED, TO AUTHORIZE STAFF TO CONVEY OF LOT 1, BLOCKS 2 AND 3 BRAINERD INDUSTRIAL PARK 1ST ADDITION TO VCV DIGITAL INFRASTRUCTURE MINNESOTA LLC IN THE AMOUNT OF \$227,815.

Staff Reports

HRA Director Charpentier stated that the Brainerd City Council agreed not to recertify nuisance assessments on 3 properties within the city limits that the HRA has been negotiating with Habitat for Humanity. Further that the city agreed to satisfy the outstanding mortgage from an outstanding grant. Infill of these properties is anticipated in 2023 through Habitat for Humanity.

John Schommer, Rehab Coordinator HRA, stated that they are working with two homeowners through the Minnesota Housing Finance Agency and Housing Trust Fund

both rehabs are nearing completion. There are currently 10 properties within Brainerd Oaks and Dalmar Estates that are in construction.

Executive Director Bergman stated that DW Jones closed on the Thrift White property on August 22nd. The developer is working with Community Development on a plan. They are working on a market rate, mixed housing unit. The consultants have been asked their thoughts on continuing agreements in 2023, three of the four consultants have replied that they would like to continue services. The contracts are anticipated to be on the October EDA meeting agenda. The City continues to work on the lease for the Annex with Region 5. Finally, Commissioner O'Day shared that the Mills Property in its entirety has been listed for sale. Administrator Bergman has contacted the owners via an assistant that there is an agreement with Swanson-Haskamp for development. The DEED Mainstreet grant is due on September 5th, due to the submission being electronic, the due date will remain, but the link will not be turned off until the morning of September 6th.

Commissioner Comments

Commissioner Kirsch stated that the Market went well again this year, there were some difficulties with the weather.

Adjourn

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

The Authority adjourned at 8:08 a.m.

Secretary/Treasurer

Financial Report for EDA

As of August 31, 2022

	<u>Cash & Investments</u>	<u>Receivable Balance</u>	<u>Deferred Loans (as of 12/31/21) **</u>	<u>Awarded Grants</u>
General Funds:				
EDA Fund - #295	\$ 69,446	\$ -	\$ -	\$ -
Total	\$ 69,446	\$ -	\$ -	\$ -
CDBG (Housing/Commerical (Slum & Blight/Federal Objective)):				
Downtown - #298	\$ 52,506	\$ 20,464	\$ 428,144	\$ -
SE Brainerd - #215	58,145	-	230,716	-
NE Brainerd - #218	-	-	251,426	-
Willows Project - #209	-	-	12,500	-
Old Housing - #209	3,331	-	59,286	-
Local Income - #275	52,668	14,626	13,825	-
Total	\$ 166,650	\$ 35,090	\$ 995,897	\$ -
Federal & State MIF (Commerical (Jobs)):				
Commerical - #210 ^^^	\$ -	\$ 646,427	\$ -	\$ -
Federal MIF - #296	18,417	-	-	-
Total	\$ 18,417	\$ 646,427	\$ -	\$ -
Grand Total	\$ 254,513	\$ 681,517	\$ 995,897	\$ -

** 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 08/31/2021	PERIOD ENDED 08/31/2022
*** Assets ***			
295-0000-10100	CASH	77,113.12	69,445.83
295-0000-10700	DELINQUENT TAX RECEIVABLE	7,917.80	6,578.78
295-0000-11500	ACCOUNTS RECEIVABLE	10,000.00	0.00
295-0000-16160	FA-LAND HELD FOR RESALE	488,252.22	488,252.22
Total Assets		583,283.14	564,276.83
*** Liabilities ***			
295-0000-20600	DEPOSITS PAYABLE	10,000.00	11,591.00
295-0000-22200	DEFERRED REVENUE	488,252.22	488,252.22
295-0000-22210	DEFERRED TAXES RECEIVABLE	4,344.68	4,431.78
Total Liabilities		502,596.90	504,275.00
*** Fund Balance ***			
295-0000-28900	FUND BALANCE/EQUITY ACCT	53,498.12	68,771.70
Total Fund Balance		53,498.12	68,771.70
Beginning Fund Balance		53,498.12	68,771.70
Net of Revenues VS Expenditures		27,188.12	(8,769.87)
Ending Fund Balance		80,686.24	60,001.83
Total Liabilities And Fund Balance		583,283.14	564,276.83

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REVENUE AND EXPENDITURE REPORT FOR CITY OF BRAINERD

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PERIOD ENDING 08/31/2022

ACCOUNT DESCRIPTION	ACTIVITY FOR		YTD BALANCE	AVAILABLE	% BDGT USED
	2022 MONTH	08/31/2022	08/31/2022	BALANCE	
	AMENDED BUDGET	CHANGE (DECREASE)	NORMAL	(ABNORMAL)	
Fund 295 - EDA FUND					
Revenues					
Function: Unclassified					
Dept 0000					
TAXES & PENALTIES					
31010 CURRENT AD VALOREM	145,036.00	1,365.85	78,131.51	66,904.49	53.87
31020 DELINQUENT AD VALOREM	0.00	0.00	1,634.78	(1,634.78)	100.00
TAXES & PENALTIES	145,036.00	1,365.85	79,766.29	65,269.71	55.00
OTHER REVENUE					
36210 INTEREST INCOME	460.00	0.00	338.94	121.06	73.68
OTHER REVENUE	460.00	0.00	338.94	121.06	73.68
Total Dept 0000	145,496.00	1,365.85	80,105.23	65,390.77	55.06
Total - Function Unclassified	145,496.00	1,365.85	80,105.23	65,390.77	55.06
TOTAL REVENUES	145,496.00	1,365.85	80,105.23	65,390.77	55.06
Expenditures					
Function: Unclassified					
Dept 6510 - ECONOMIC DEVELOPMENT AUTH					
SERVICES					
43300 PROFESSIONAL SERVICES	140,500.00	11,708.33	83,370.31	57,129.69	59.34
43350 PRINTING/LEGAL PUBLICATION	0.00	0.00	74.71	(74.71)	100.00
43361 INS - GENERAL LIABILITY	150.00	21.75	80.08	69.92	53.39
43435 BOOKS/PAMPHLETS/DUES	5,350.00	0.00	5,350.00	0.00	100.00
SERVICES	146,000.00	11,730.08	88,875.10	57,124.90	60.87
Total Dept 6510 - ECONOMIC DEVELOPMENT AUTH	146,000.00	11,730.08	88,875.10	57,124.90	60.87
Total - Function Unclassified	146,000.00	11,730.08	88,875.10	57,124.90	60.87
TOTAL EXPENDITURES	146,000.00	11,730.08	88,875.10	57,124.90	60.87
Fund 295 - EDA FUND:					
TOTAL REVENUES	145,496.00	1,365.85	80,105.23	65,390.77	55.06
TOTAL EXPENDITURES	146,000.00	11,730.08	88,875.10	57,124.90	60.87
NET OF REVENUES & EXPENDITURES	(504.00)	(10,364.23)	(8,769.87)	8,265.87	1,740.05

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 08/01/2022 - 08/31/2022

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 1/2

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Vendor 0078 - BRAINERD LAKES:							
JULY 2022							
72765	BRAINERD LAKES AREA DEV C	08/01/2022	08/17/2022	2,916.67	0.00	Paid	Y
	JUL 22 ECONOMIC DEVELOPMENT	piemer					08/17/2022
	295-6510-43300	PROFESSIONAL SERVICES		2,916.67			
	Total for vendor 0078 - BRAINERD LAKES:			2,916.67	0.00		
Vendor 0440 - DDBC (BRAINERD RESTORATION):							
JULY 2022							
72763	DESTINATION DOWNTOWN BRAINERD COALI	08/01/2022	08/17/2022	1,945.83	0.00	Paid	Y
	JUL 22 DESTINATION DOWNTOWN BUSINESS	piemer					08/17/2022
	295-6510-43300	PROFESSIONAL SERVICES		1,945.83			
	Total for vendor 0440 - DDBC (BRAINERD RESTORATION):			1,945.83	0.00		
Vendor 0220 - KENNEDY & GRAVE:							
168753							
72733	KENNEDY & GRAVEN	07/27/2022	08/17/2022	44.00	0.00	Paid	Y
	SALE OF INDUSTRIAL PARK LOTS - P&D	piemer					08/17/2022
	295-0000-20600	DEPOSITS PAYABLE		44.00			
	Total for vendor 0220 - KENNEDY & GRAVE:			44.00	0.00		
Vendor 3838 - SWANSON HASKAMP:							
JULY 2022							
72766	SWANSON HASKAMP CONSULTING	08/01/2022	08/17/2022	2,658.33	0.00	Paid	Y
	JUL 22 ECONOMIC DEVELOPMENT	piemer					08/17/2022
	295-6510-43300	PROFESSIONAL SERVICES		2,658.33			
	Total for vendor 3838 - SWANSON HASKAMP:			2,658.33	0.00		
Vendor 0087 - VISIT BRAINERD:							
JULY 2022							
72764	VISIT BRAINERD	08/01/2022	08/17/2022	2,937.50	0.00	Paid	Y
	JUL 22 ECONOMIC DEVELOPMENT	piemer					08/17/2022
	295-6510-43300	PROFESSIONAL SERVICES		2,937.50			
	Total for vendor 0087 - VISIT BRAINERD:			2,937.50	0.00		

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

# of Invoices:	5	# Due:	0	Totals:	10,502.33	0.00	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:				10,502.33	0.00		

--- TOTALS BY GL DISTRIBUTION ---							
	295-0000-20600	DEPOSITS PAYABLE		44.00			
	295-6510-43300	PROFESSIONAL SERVICES		10,458.33			
--- TOTALS BY FUND ---							
	295 - EDA FUND			10,502.33	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	0000 -			44.00	0.00		
	6510 - ECONOMIC DEVELOPMENT AUTH			10,458.33	0.00		

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DB: Brainerd

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
08/01/2022	GJ	Ref Num1: '1341'			
GL Trx #: 134420		PROFESSIONAL SERVICES	295-6510-43300	1,250.00	
		CASH	295-0000-10100		1,250.00
		CASH	101-0000-10100	1,250.00	
		CHARGES FOR SERVICES	101-0000-34100		1,250.00
				2,500.00	2,500.00

City of Brainerd
Economic Development Authority
Scope of Services Monthly Report
Destination Downtown Business Coalition

Report Date: 9/27/22

No Significant Updates

-
- 1. Coordinate a main street job fair where job seekers can pick-up employment applications, apply on-site for job opportunities, and have on-site interviews with participating employers.**

Update: The DDBC is currently working on two parts to gauge the needs of downtown businesses for employment resources.

1. The DDBC is creating a survey that all business owners will be encouraged to fill out that describes the need for employees in each business. Once we have received that data, we will determine the best approach for a main street hiring fair
2. We are redesigning our website to add a "Downtown Jobs" tab, and will be able to list open positions. We will have a general application and will be able to forward to the applicable businesses that the candidate is applying for.

-
- 2. Produce and distribute promotional videos featuring local business owners monthly.**

Update: DDBC Org Committee has identified the first three Business Owners that will be featured as a Business Owners Spotlight each month. From these spotlights, DDBC will produce a 3–5 minute video that can be used as a promotional video for "Why Downtown Brainerd".

Each business will be the featured Business of the Month on DDBC social media pages with various coordinated posts to coincide with the video from each business owner. The first video/social media series will begin Mid July.

-
- 3. Conduct 4 classes designed to provide instruction in areas of business operations unique to small and start-up businesses.**

Update:

The topics for each class have been coordinated with the podcast series and we are aiming to have the instructors for the classes join us as guest/experts for the podcasts.

- 4. Develop a podcast and publish 12 episodes designed to educate small businesses and further build the Brainerd business brand that Brainerd is a great city to own and operate a business in.**

Update: Since July, we have recorded and released 2 parts of our second expert series "Marketing and Branding on a Budget" and overall have released 8 episodes.

- 5. Coordinate 4 business owners socials.**

Update: The third BOS event will be held on September 21 at location tbd.

- 6. Apply for and obtain membership in the Main Street America program through the National Main Street Center on behalf of the EDA and the City of Brainerd**

Update **3/28/22**: DDBC has secured a Main St America membership. The organization committee is working towards Main Street America Accreditation for Downtown Brainerd and is currently researching the accreditation process. Brenda has had meetings with a contact from Rethos, the local Main Street America offshoot in Minnesota, and is planning on bringing them here to go over the program with the DDBC Organizational Committee, so we will be able to make steps to accreditation.

- 7. Other Misc. Updates**
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City of Brainerd
Economic Development Authority
Scope of Services Monthly Report
Swanson Haskamp Consulting

Report Date: August 24, 2022

1. Develop and implement marketing, advertising, and communications plan for identified properties within the corporate limits of the City of Brainerd.

Update:

- Meeting with EDA consultant team in July for quarterly meeting. Discussed strategy and next steps.
 - Created “interactive” business inventory for use by City and other EDA Consultants.
 - Working with BLAEDC and Downtown Brainerd to update inventory. Need to establish process for updates (conversation to be continued at quarterly consultant meeting in September).
-

2. Promote property with the corporate limits of the City of Brainerd for commercial development/redevelopment and residential development.

Update:

3. Solicit developers on behalf of the EDA.

Update:

- Continued process of obtaining numbers for high level proformas. Waiting for return messages/calls.
 - Discussed Brainerd opportunities with developers outside of Brainerd Lakes Area – some interest based on response. Will follow-up in late August.
 - Research developers and viability and interest in small-scale mixed use.
-

4. Engage identified private property owners on behalf of the EDA who have property prioritized for redevelopment.

Update:

- Working to update market data for continued listings.
-

5. Develop partnerships with local real estate agents and professionals.

Update:

6. Other Misc. Updates

Update:

City of Brainerd
Economic Development Authority
Scope of Services Monthly Report
Visit Brainerd

Report Date: 9/25/2022

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- 1. Develop and implement an advertising campaign focused on recruiting workers to find employment with business located within the corporate limits of the City of Brainerd.**

Update: No update.

-
- 2. Develop and implement an advertising campaign focused on recruiting entrepreneurs, developers, investors, and the like to start a business within the corporate limits of the City of Brainerd.**

Update: Placed ad in the Initiative Quarterly magazine.

-
- 3. Develop and implement an advertising campaign focused on recruiting existing businesses outside of Brainerd to relocate to areas within the corporate limits of the City of Brainerd.**

Update: On hold per EDA.

-
- 4. Develop and implement a summer advertising campaign designed to draw locals, seasonal/second homeowners, and visitors to shop at businesses located within the corporate limits of the City of Brainerd.**

Update: Completed.

-
- 5. Develop and implement a winter advertising campaign designed to draw locals, seasonal/second homeowners, and visitors to shop at businesses located within the corporate limits of the City of Brainerd.**

Update: Ad buying in progress.

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- 6. Other Misc. Updates**

Nothing to report.

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Brainerd Works >>

Brainerd EDA is Ready to Work for You.

- Site selection for large or small business
- Business expansion and relocation financing resources
- Referral source for business start-up assistance
- Redevelopment assistance
- Gap financing referrals
- Economic development rates on utilities

Opportunities:

- Shovel Ready Industrial Park Lots
- Green Fields in South and East Brainerd
- Downtown Redevelopment Sites



Brainerd Economic Development Authority
Jennifer Bergman, City Administrator
218.828.2307 | ci.brainerd.mn.us





TO: EDA Board of Commissioners
FROM: BLAEDC Executive Director, Tyler Glynn
DATE: September 27, 2022
RE: Approval of EDA subcommittee recommendations for grant funding

Main Street Revitalization Grant Process:

The Minnesota Department of Employment and Economic Development (DEED) is overseeing the Main Street Revitalization Program approved by the Minnesota Legislature in 2021. The Initiative Foundation (IF) was awarded \$4.5 million for Main Street Revitalization efforts throughout the region. The Initiative Foundation (IF) allocated \$765,600 to Brainerd to be used in the River to Rail Corridor and asked the Brainerd Economic Development Authority (EDA) to make recommendations on funding requests in Brainerd to the Initiative Foundation for final approval. Grant awards can cover up to 30% of a project's cost, while the remaining funds (70%) must be secured through other sources by the applicant. The Main Street Revitalization Grant Program was open July 25, 2022 – September 5, 2022. The Brainerd Lakes Area Economic Development Corporation (BLAEDC) administered the grant on behalf of the Initiative Foundation.

The marketing strategy included a variety of media outlets—social media posts, direct mailers within the River to Rail Corridor, door-to-door visits to businesses with flyers, radio, newspaper, and BLAEDC and City of Brainerd websites. **At the close of the application window, 44 applications were received totaling over \$25 million worth of projects and \$3.1 million total in Main Street Grant requests.**

The EDA Chair appointed a 5-member subcommittee: Bruce Buxton, Mary Devine-Johnson, Mayor Dave Badeaux, Kevin Yeager and Gabe Johnson. The purpose of the subcommittee was to assist with the process and score and rank applications.

Funding Breakdown:

The subcommittee is recommending 33 projects for funding. By priorities set by the EDA, it was determined to weigh decisions by priority:

1st Housing

2nd Landscaping/Lighting/Greenspace/Streetscaping

3rd Small Business and Child Care



Additional Funding through local EDA/HRA Grant:

With the number of applications received, the subcommittee determined it was best to use the local grant provided by the EDA/HRA to fund as many projects as possible instead of providing an additional matching grant to offset applicant cost. HRA funding of \$20,000 is recommended for Habitat for Humanity. EDA funding of \$80,000 is recommended to cover projects under the Small Business priority.

Subcommittee Recommendation:

The EDA recommend the following businesses to the Initiative Foundation to receive Main Street Grant funding for their proposed projects up to \$765,600. The remaining \$100,000 will be covered by the EDA/HRA local grant as stated above.

Name	Project	Priority	Subcommittee Recommended Funding
Teeny Bubbles Inc	Teeny Bubbles Inc Renovation	Child Care	\$150,000.00
Young Men's Christian Association of Brainerd, MN	Brainerd Family YMCA Early Learning Center renovation	Child Care	\$100,000.00
Eight05 Laurel LLC	Eight05 Laurel Apartments	Housing	\$199,999.00
Pueringer Investments	209-211 s 7th	Housing	\$8,608.02
Stangler Properties LLC	515 South 9th Street	Housing	\$60,000.00
Pueringer Investments	301 S 7th	Housing	\$18,191.85
Pueringer Investments	616 Front st	Housing	\$7,926.81
Pueringer Investments	214 s 7th	Housing	\$3,809.04
Pueringer Investments	201 s 7th	Housing	\$4,176.00
Pueringer Investments	1702 Norwood	Housing	\$5,057.80
Pueringer Investments	1624 oak	Housing	\$2,362.57
Pueringer Investments	1610 Maple	Housing	\$815.77
Lakes Area Habitat for Humanity	1108 Oak Street Habitat build	Housing	\$20,000.00
Brainerd American Legion Post 255	Flag Pole	Landscaping/Lighting/	\$1,018.50
Mickey's Pizza and Subs	Mickey's Exterior Improvement	Landscaping/Lighting/	\$5,511.00
The Gallery	River to Rail Store Front Gallery	Landscaping/Lighting/	\$3,460.69
MOORES PROPERTIES INC.	Historic Elks Building	Landscaping/Lighting/	\$14,400.00
Wagner Holdings LLC	Curb Appeal Project	Landscaping/Lighting/	\$11,759.96
Knotty Pine Bakery	Knotty Pine Bakery Facade Improvement	Landscaping/Lighting/	\$4,187.00
CatTale's Books & Gifts	Business Signage Update for the Elks Building	Landscaping/Lighting/	\$900.00
Brainerd Restoration, DBA Destination Downtown	Destination Downtown Blade Sign Project	Landscaping/Lighting/	\$3,366.00
CatTale's Books & Gifts	Little Free Library & Bookstore Signage	Landscaping/Lighting/	\$660.00
Yesterdays Gone, LLC	Yesterdays Gone Parking Lots Repave	Landscaping/Lighting/	\$13,632.38
Brainerd Donut Company	Brainerd Donut Company	Small Business	\$26,100.00
Music General Inc.	Building repair	Small Business	\$19,500.00
Lang Chiropractic Clinic P.A dba Lakes Chiropractic	Lakes Chiro expansion and remodel	Small Business	\$36,000.00
Copper Cat Escape Games	Escape Room Renovation and Signage	Small Business	\$6,000.00
Jcbahr enterprises DBA Anderson Dry Cleaners	Anderson cleaners remodel	Small Business	\$21,000.00
Brainerd Quick Wash	Brainerd Quick Wash	Small Business	\$15,000.00
Ya-Sure Kombucha	Ya Sure Remodel	Small Business	\$4,830.00
Adapt Family Martial Arts & Fitness LLC	Specialized Flooring	Small Business	\$3,000.00
Region Five Development Commission	Sustainable Human Centered Equitable/Economic Development	Small Business	\$50,000.00
First Impression Print & Design	Apparel Expansion	Small Business	\$44,327.61
Total			\$865,600.00

Brainerd Lakes Area Economic Development Corporation

224 West Washington
Street Brainerd, MN 56401

growbrainerdlakes.org (218) 828-0096

MEMO



TO: EDA Board of Commissioners

FROM: Executive Director, Jennifer Bergman

DATE: September 30, 2022

RE: Establish Goals and Action Steps for the EDA

In 2021, the EDA hired Bruce Miles from Big River Consulting to conduct a strategic planning session to establish goals and action steps for the EDA. As a result, the EDA adopted created goals and action steps (see attached). These were two-year goals (2021-2022) which expire at the end of the year. Attached is the status of each of the goals and actions steps.

In 2021, the EDA decided to solicit proposals from individuals or organizations who would be interested in providing economic development services in the following categories:

- Marketing
- Funding
- Property Marketing and Development
- Business Retention and Recruitment
- Business Resources, Support, and Program Development
- River-to-Rails Facilitation
- Main Street Programming

The EDA hired 4 consultants (BLAEDC, DDBC, Swanson Haskamp Consulting and Visit Brainerd) to provide the services listed above. This helped the EDA accomplish the goals and actions steps which were adopted but also additional accomplishments in addition to the adopted goals. These were reflected in the agreements with those organization (see attached scope of services for each organization) as well as their monthly reports.

Since these goals were through 2022, staff would like to revisit these goals and action steps and created new one for 2023-2024.

When I did this with the HRA, the Board typically kept their goals but created new action steps. However, you may have additional goals in mind. Attached are worksheets with the prepared goals and a blank sheet in case you have ideas for new goals. Please complete the attached worksheets and bring them to the meeting.

At the meeting, we will put the goals and action steps on white paper and each Board members will vote on which goals and actions steps you would like to the EDA to focus on in 2023 and 2024. Staff will then compile the results and present them for your consideration at the November EDA meeting.

Goals Worksheet

Please identify 2 to 3 action steps to fulfill this goals **prior** to the meeting.

Goal:

Create programs and seek funding to address identified needs

Action Steps:

1.

2.

3.

4.

Goals Worksheet

Please identify 2 to 3 action steps to fulfill this goal **prior** to the meeting.

Goal:

Evaluate the City's vacant industrial property for compatible non-industrial uses that would address current and future needs of the community

Action Steps:

1.

2.

3.

4.

Goals Worksheet

Please identify 2 to 3 action steps to fulfill this goal **prior** to the meeting.

Goal:

Evaluate the City's vacant industrial property for compatible non-industrial uses that would address current and future needs of the community

Action Steps:

1.

2.

3.

4.

Goals Worksheet

Please identify 2 to 3 action steps to fulfill this goal **prior** to the meeting.

Goal:

Interview existing businesses to identify each business's individual needs to take the next step in their business development

Action Steps:

1.

2.

3.

4.

Goals Worksheet

Please identify 2 to 3 action steps to fulfill this goal **prior** to the meeting.

Goal:

Work with community partners to develop a cohesive marketing strategy for the community

Action Steps:

1.

2.

3.

4.

Goals Worksheet

Please identify any additional goals and action steps you would like the EDA to accomplish

Goal:

Action Steps:

1.

2.

3.

4.

Brainerd EDA 2021-2022 Goals

Goal	Strategies/Action Steps	Status	Staff Member/Dept/Consultant
Create programs and seek funding to address identified needs:	Evaluate the results of BLAEDC's business interviews to assess needs and categorize them.	Waiting for results of the interviews from BLAEDC	BLAEDC
	Develop and propose programs to address the needs identified from BLAEDC's business interviews.	Pending completion and assessment of business interviews.	BLAEDC, Community Development Director and Executive Director
	Seek funding sources to support proposed programs.	Will research funding sources once we have the results from the BLAEDC interviews and propose and develop programs	Community Development Director, Executive Director, and Finance Director

Create an inventory of under-used and under-developed properties and work with property owners to market them for redevelopment.	Conduct GIS assessment of under-utilized properties.	Swanson Haskamp Consulting (SHC) presented a list of properties at the March EDA meeting and revised based on discussion and created Tier 1, 2 and 3 properties and prioritized under utilized properties. In addition, they provided maps identifying the property owners and businesses downtown and at the Washington St corridor.	Executive Director, Community Development Director and Swanson Haskamp Consulting.
	Identify possible uses for under-utilized properties.	SHC provided information on markets and trends on housing, commercial and office properties market info and trends at the June and July EDA meetings. In addition, they evaluated potential redevelopment opportunities.	Community Development Director and Swanson Haskamp Consulting

	Engage property owners to assess interest in participating in redevelopment program.	EDA directed staff to reach the property owners of the properties owned on Washington Street to see if they have any interest in marketing and redevelopment; has not been completed yet	Executive Director, Community Development Director and Swanson Haskamp Consulting
	Develop program for marketing identified properties for redevelopment.	Has not been completed yet.	Community Development Director and Swanson Haskamp Consulting
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.	Has not been completed yet.	Community Development Director and Swanson Haskamp Consulting
	Develop a list of non-industrial uses for the City's undeveloped industrial property that may be compatible with each properties surrounding uses.	SHC presented a list of Tier 1 properties to the EDA; SHC is working on developing a list of uses for the properties	Community Development Director and Swanson Haskamp Consulting

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.	EDA reviewed the BRE questions and recommended some additions; BLAEDC has conducted 14 interviews to date and will present the results of the interviews in their year end report.	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.	Awaiting results of the business interviews	Community Development Director, Executive Director, and Finance Director
Work with community partners to develop a cohesive marketing strategy for the community.	Identify and engage strategic community partners	EDA has contracted with Visit Brainerd to conduct community and business marketing on behalf of the EDA.	Visit Brainerd

	Create marketing strategy	Visit Brainerd created a marketing strategy which included campaigns for a Place to Work, Place to Shop and Place to Start a Business in development, created a landing page for "Brainerd Works," completed a summer marketing strategy "You Betcha Brainerd" and placed radio ads designed to draw locals & visitors to shop at businesses.	Visit Brainerd
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SHARED SERVICES AGREEMENT

This agreement is entered into this 3rd day of February, 2022; between Brainerd Restoration (dba Destination Downtown Business Coalition), a non-profit organization, and the Brainerd Economic Development Authority (EDA), a public body, corporate and politic.

WHEREAS, the EDA issued a Request for Proposals (RFP) for economic development consulting services; and

WHEREAS, the EDA has selected the Destination Downtown Business Coalition (DDBC) to work with downtown Brainerd and Highway 210 business owners and property owners within City of Brainerd corporate limits to develop and implement a robust main street program.

NOW, THEREFORE, IT IS HEREBY AGREED THAT:

I. Scope of Service

On behalf of the EDA, the Destination Downtown Business Coalition will provide the following services, consistent with State law and the directives of the EDA:

- a. Coordinate a main street job fair where job seekers can pick-up employment applications, apply on-site for job opportunities, and have on-site interviews with participating employers;
- b. Produce and distribute promotional videos featuring local business owners on a monthly basis;
- c. Conduct 4 classes designed to provide instruction in areas of business operations unique to small and start-up businesses;
- d. Develop a podcast and publish 12 episodes designed to educate small businesses and further build the Brainerd business brand that Brainerd is a great city to own and operate a business in;
- e. Coordinate 4 business owners socials; and,
- f. Apply for and obtain membership in the Main Street America program through the National Main Street Center on behalf of the EDA and the City of Brainerd.
- g. Participate in quarterly roundtable discussions with City of Brainerd staff and all other consultants providing services to the EDA.

II. Compensation

In consideration for the services rendered by the City, the EDA shall compensate the Destination Downtown Business Coalition \$23,350 annually, to be paid in monthly installments on the 15th of each month, February through December.

Monthly reports demonstrating execution of each service identified in the Scope of Services shall be delivered to the EDA by the 25th of each month prior to payments being made. Monthly reports shall be delivered in the format provided by the EDA.

III. Term

The term of this agreement shall be for a period of one year commencing on the 3rd day of February 2022 and terminating on the 31st day of December 2022 and may be extended in one-year increments through mutual agreement by the EDA and the Destination Downtown Business Coalition. The EDA shall determine whether to extend this contract no later than December 15 of the contract year. Either party may terminate this agreement for any reason prior to the listed expiration date upon 30-day advance written notice. In the event either party terminates this agreement before its expiration any fees owed to the Destination Downtown Business Coalition will be prorated through the last day of the 30-day termination period.

IV. Indemnification

To the fullest extent permitted by law, the Destination Downtown Business Coalition agrees to defend, indemnify and hold harmless the EDA, and its employees, officials, and agents from and against all claims, actions, damages, losses and expenses, including reasonable attorney fees, arising out of the Destination Downtown Business Coalition's negligence or the Destination Downtown Business Coalition's failure to perform its obligations under this Agreement.

V. Compliance with Laws

The EDA and the Destination Downtown Business Coalition shall abide by all Federal, State or local laws, statutes, ordinances, rules and regulations now in effect, or hereafter adopted, pertaining to this Agreement or the subject matter of this Agreement. This Agreement shall be governed by and construed in accordance with the substantive and procedural laws of the State of Minnesota without giving effect to the principles of conflict of laws. All proceedings related to this Agreement shall be venued in the County of Crow Wing, State of Minnesota.

VI. Independent Contractor Status

The Destination Downtown Business Coalition is an independent Contractor and nothing herein contained shall be construed to create the relationship of an employer and employee between EDA and Destination Downtown Business Coalition employees. The Destination Downtown Business Coalition shall at all times be free to exercise initiative, judgment and discretion as to how to best perform or provide services. The Destination Downtown Business Coalition also acknowledges and agrees that no withholding or deduction for State or Federal income taxes, FICA, FUTA, or otherwise, will be made from the payments due the Destination Downtown Business Coalition and that it is the Destination Downtown Business Coalition's sole obligation to comply with applicable provisions of all Federal and State tax laws.

VII. Authorized Representative

Notification required to be provided pursuant to this Agreement shall be provided to the following named persons and addresses unless otherwise stated in this Agreement or in a modification of this Agreement.

Destination Downtown Business Coalition

President

Brenda Billman-Arndt

P.O. Box 1216

Brainerd, MN 56401

Brainerd EDA

Chair

Gabe Johnson

501 Laurel Street

Brainerd, MN 56401

VIII. Severability

The provisions of this Agreement shall be deemed severable. If any part of this Agreement is rendered void, invalid, or unenforceable such rendering shall not affect the validity and enforceability of the remainder of this Agreement unless the part or parts which are void, invalid or otherwise unenforceable shall substantially impair the value of the entire Agreement with respect to either party.

IX. Modifications

The EDA and the Destination Downtown Business Coalition hereby acknowledge that they have read this Agreement and affirmatively states and represents that they understand its contents. Further, that the above constitutes the entire agreement by and between the EDA and the Destination Downtown Business Coalition and is binding upon themselves, their heirs, assigns and successors in interest and any alterations, variations, modifications or waivers of the provisions of this Agreement shall only be valid when they have been reduced to writing and signed by the authorized representatives of the EDA and the Destination Downtown Business Coalition.

Approved this the 25 day of JANUARY 2022.

Brainerd Economic Development Authority

By: 

GABE JOHNSON
CHAIR

Destination Downtown Business Coalition

By: 

MIKE ANGLAND
PRESIDENT, BRAINERD RESTORATION

SHARED SERVICES AGREEMENT

This agreement is entered into this 3rd day of February 2022; between Swanson Haskamp Consulting, LLC, a private, for-profit organization, and the Brainerd Economic Development Authority (EDA), a public body, corporate and politic.

WHEREAS, the EDA issued a Request for Proposals (RFP) for economic development consulting services; and

WHEREAS, the EDA has selected Swanson Haskamp Consulting, LLC to provide property marketing and development services that develop and implement marketing, advertising, and communications plans to promote property within the city limits for commercial and residential developments, including the solicitation of developers, engagement of private property owners, and partnerships with local real estate agents.

NOW, THEREFORE, IT IS HEREBY AGREED THAT:

I. Scope of Service

On behalf of the EDA, Swanson Haskamp Consulting, LLC will provide the following services, consistent with State law and the directives of the EDA:

- a. Develop and implement marketing, advertising, and communications plan for identified properties within the corporate limits of the City of Brainerd;
- b. Promote property within the corporate limits of the City of Brainerd for commercial development/redevelopment and residential development;
- c. Solicit developers on behalf of the EDA;
- d. Engage identified private property owners on behalf of the EDA who have property prioritized for redevelopment; and,
- e. Develop partnerships with local real estate agents and professionals.
- f. Participate in quarterly roundtable discussions with the City of Brainerd staff and all other consultants providing services to the EDA; and
- g. Attend the regular meeting of the EDA no less than 4 times during the duration of this contract.

II. Compensation

In consideration for the services rendered by the City, the EDA shall compensate Swanson Haskamp Consulting, LLC \$31,900 annually, to be paid in monthly installments on the 15th of each month, February through December.

Monthly reports demonstrating execution of each service identified in the Scope of Services shall be delivered to the EDA by the 25th of each month prior to payments being made. Monthly reports shall be delivered in the format provided by the EDA.

III. Term

The term of this agreement shall be for a period of one year commencing on the 3rd day of February 2022 and terminating on the 31st day of December 2022 and may be extended in one-year increments through mutual agreement by the EDA and Swanson Haskamp Consulting, LLC. The EDA shall determine whether to extend this contract no later than December 15 of the contract year. Either party may terminate this agreement for any reason prior to the listed expiration date upon 30-day advance written notice. In the event either party terminates this agreement before its expiration any fees owed to the Swanson Haskamp Consulting, LLC will be prorated through the last day of the 30-day termination period.

IV. Indemnification

To the fullest extent permitted by law, Swanson Haskamp Consulting, LLC agrees to defend, indemnify and hold harmless the EDA, and its employees, officials, and agents from and against all claims, actions, damages, losses and expenses, including reasonable attorney fees, arising out of Swanson Haskamp Consulting, LLC's negligence or Swanson Haskamp Consulting, LLC's failure to perform its obligations under this Agreement.

V. Compliance with Laws

The EDA and Swanson Haskamp Consulting, LLC shall abide by all Federal, State or local laws, statutes, ordinances, rules and regulations now in effect, or hereafter adopted, pertaining to this Agreement or the subject matter of this Agreement. This Agreement shall be governed by and construed in accordance with the substantive and procedural laws of the State of Minnesota without giving effect to the principles of conflict of laws. All proceedings related to this Agreement shall be venued in the County of Crow Wing, State of Minnesota.

VI. Independent Contractor Status

Swanson Haskamp Consulting, LLC is an independent Contractor and nothing herein contained shall be construed to create the relationship of an employer and employee between EDA and Swanson Haskamp Consulting, LLC employees. Swanson Haskamp Consulting, LLC shall at all times be free to exercise initiative, judgment and discretion as to how to best perform or provide services. Swanson Haskamp Consulting, LLC also acknowledges and agrees that no withholding or deduction for State or Federal income taxes, FICA, FUTA, or otherwise, will be made from the payments due Swanson Haskamp Consulting, LLC and that it is Swanson Haskamp Consulting, LLC's sole obligation to comply with applicable provisions of all Federal and State tax laws.

VII. Authorized Representative

Notification required to be provided pursuant to this Agreement shall be provided to the following named persons and addresses unless otherwise stated in this Agreement or in a modification of this Agreement.

<i>Swanson Haskamp Consulting, LLC</i>	<i>Brainerd EDA</i>
Owner	Chair
Jennifer Haskamp	Gabe Johnson
246 S. Albert Street, Suite 2A	501 Laurel Street
St. Paul, MN 55105	Brainerd, MN 56401

VIII. Severability

The provisions of this Agreement shall be deemed severable. If any part of this Agreement is rendered void, invalid, or unenforceable such rendering shall not affect the validity and enforceability of the remainder of this Agreement unless the part or parts which are void, invalid or otherwise unenforceable shall substantially impair the value of the entire Agreement with respect to either party.

IX. Modifications

The EDA and Swanson Haskamp Consulting, LLC hereby acknowledge that they have read this Agreement and affirmatively states and represents that they understand its contents. Further, that the above constitutes the entire agreement by and between the EDA and Swanson Haskamp Consulting, LLC and is binding upon themselves, their heirs, assigns and successors in interest and any alterations, variations, modifications or waivers

of the provisions of this Agreement shall only be valid when they have been reduced to writing and signed by the authorized representatives of the EDA and Swanson Haskamp Consulting, LLC.

Approved this the 3rd day of February 2022.

Brainerd Economic Development Authority

By: 
GABE JOHNSON
CHAIR

Swanson Haskamp Consulting, LLC

By: _____
JENNIFER HASKAMP
OWNER

SHARED SERVICES AGREEMENT

This agreement is entered into this 3rd day of February, 2022; between Visit Brainerd, a non-profit organization, and the Brainerd Economic Development Authority (EDA), a public body, corporate and politic.

WHEREAS, the EDA issued a Request for Proposals (RFP) for economic development consulting services; and

WHEREAS, the EDA has selected Visit Brainerd to develop and implement marketing, advertising, and communications plans that promote the City of Brainerd as the ideal place to live, work, start or relocated a business, and shop.

NOW, THEREFORE, IT IS HEREBY AGREED THAT:

I. Scope of Service

On behalf of the EDA, Visit Brainerd will provide the following services, consistent with State law and the directives of the EDA:

- a. Develop and implement an advertising campaign focused on recruiting workers to find employment with business located within the corporate limits of the City of Brainerd;
- b. Develop and implement an advertising campaign focused on recruiting entrepreneurs, developers, investors and the like to start a business within the corporate limits of the City of Brainerd;
- c. Develop and implement an advertising campaign focused on recruiting existing businesses outside of Brainerd to relocate to areas within the corporate limits of the City of Brainerd;
- d. Develop and implement a summer advertising campaign designed to draw locals, seasonal/second homeowners, and visitors to shop at businesses located within the corporate limits of the City of Brainerd; and,
- e. Develop and implement a winter advertising campaign designed to draw locals, seasonal/second homeowners, and visitors to shop at businesses located within the corporate limits of the City of Brainerd.
- f. Participate in quarterly roundtable discussions with City of Brainerd staff and all other consultants providing services to the EDA; and,
- g. Attend the regular meeting of the EDA no less than 4 times during the duration of this contract.

II. Compensation

In consideration for the services rendered by the City, the EDA shall compensate Visit Brainerd \$35,250 annually, to be paid in monthly installments on the 15th of each month.

Monthly reports demonstrating execution of each service identified in the Scope of Services shall be delivered to the EDA by the 25th of each month prior to payments being made. Monthly reports shall be delivered in the format provided by the EDA.

III. Term

The term of this agreement shall be for a period of one year commencing on the 3rd day of February 2022 and terminating on the 31st day of December 2022 and may be extended in one-year increments through mutual agreement by the EDA and Visit Brainerd. The EDA shall determine whether to extend this contract no later than December 15 of the contract year. Either party may terminate this agreement for any reason prior to the listed

expiration date upon 30-day advance written notice. In the event either party terminates this agreement before its expiration any fees owed to Visit Brainerd will be prorated through the last day of the 30-day termination period.

IV. Indemnification

To the fullest extent permitted by law, Visit Brainerd agrees to defend, indemnify and hold harmless the EDA, and its employees, officials, and agents from and against all claims, actions, damages, losses and expenses, including reasonable attorney fees, arising out of Visit Brainerd's negligence or Visit Brainerd's failure to perform its obligations under this Agreement.

V. Compliance with Laws

The EDA and Visit Brainerd shall abide by all Federal, State or local laws, statutes, ordinances, rules and regulations now in effect, or hereafter adopted, pertaining to this Agreement or the subject matter of this Agreement. This Agreement shall be governed by and construed in accordance with the substantive and procedural laws of the State of Minnesota without giving effect to the principles of conflict of laws. All proceedings related to this Agreement shall be venued in the County of Crow Wing, State of Minnesota.

VI. Independent Contractor Status

Visit Brainerd is an independent Contractor and nothing herein contained shall be construed to create the relationship of an employer and employee between EDA and Visit Brainerd employees. Visit Brainerd shall at all times be free to exercise initiative, judgment and discretion as to how to best perform or provide services. Visit Brainerd also acknowledges and agrees that no withholding or deduction for State or Federal income taxes, FICA, FUTA, or otherwise, will be made from the payments due Visit Brainerd and that it is the Visit Brainerd's sole obligation to comply with applicable provisions of all Federal and State tax laws.

VII. Authorized Representative

Notification required to be provided pursuant to this Agreement shall be provided to the following named persons and addresses unless otherwise stated in this Agreement or in a modification of this Agreement.

Visit Brainerd

Executive Director

Mary Devine Johnson

706 Laurel St.

Brainerd, MN 56401

Brainerd EDA

Chair

Gabe Johnson

501 Laurel Street

Brainerd, MN 56401

VIII. Severability

The provisions of this Agreement shall be deemed severable. If any part of this Agreement is rendered void, invalid, or unenforceable such rendering shall not affect the validity and enforceability of the remainder of this Agreement unless the part or parts which are void, invalid or otherwise unenforceable shall substantially impair the value of the entire Agreement with respect to either party.

IX. Modifications

The EDA and the Visit Brainerd hereby acknowledge that they have read this Agreement and affirmatively states and represents that they understand its contents. Further, that the above constitutes the entire agreement by and between the EDA

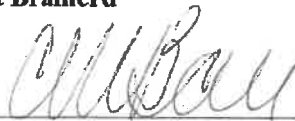
and Visit Brainerd and is binding up on themselves, their heirs, assigns and successors in interest and any alterations, variations, modifications or waivers of the provisions of this Agreement shall only be valid when they have been reduced to writing and signed by the authorized representatives of the EDA and Visit Brainerd.

Approved this the 3rd day of February 2022.

Brainerd Economic Development Authority

By: 
GABE JOHNSON
CHAIR

Visit Brainerd

By:  1/28/22
CHAIR, VISIT BRAINERD BOARD

To: EDA Board of Commissioners
From: Eric Charpentier, Executive Director
Date: September 29th, 2022
Re: Brainerd HRA Update

General Agency Update

The Brainerd HRA is in the process of terminating a minimum assessment agreement on a TIF property in downtown Brainerd located at 416 S 6th St. A new owner purchased this building in August and has requested that the HRA terminate our assessment agreement in return for payoff of our outstanding bond debt. We are working to get agreement from all 3 taxing districts that are involved with this TIF district to allow us to terminate the agreement, which will in turn allow for a normalizing of the assessed value on the property and ultimately a lowered tax burden for the new owner.

Preventative Maintenance Projects

We have been busy with some preventative maintenance projects of our properties in recent weeks. We have completed seal coating and crack sealing of our parking lots in and around the Northstar apartment building as well as our office building. We have also been out to our scattered site properties around the community to update and check on furnaces at those properties to ensure that we are ready for the heating season that is quickly approaching.

Developer Interest

We continue to receive calls from developers from all corners of the County. There is still interest in building both single family and multi family structures in Brainerd and throughout the County. We will continue working with these individual developers to hopefully bring additional housing units to the area that continue to be in high demand.