

ECONOMIC DEVELOPMENT AUTHORITY

City of Brainerd, Minnesota
City Hall, 501 Laurel Street, Council Chambers
Thursday, June 8, 2023 at 7:30 am

The public is invited to attend this meeting in person
Meetings are broadcast on CTC ch 8, Charter ch 181, YouTube, AppleTV, Roku, and
Amazon FireTV

1. Call To Order

2. Roll Call

___ K. Bevans ___ T. Bieser ___ J. Grecula ___ G. Johnson

___ M. Kirsch ___ M. O'Day ___ K. Yeager

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:

2023-04-06 EDA Meeting Minutes.pdf

B. Financial Report

Documents:

EDA Financials.pdf

C. DDBC Report

Documents:

DDBC Monthly Report Form June2nd.pdf

D. Swanson Haskamp Consulting Report

Documents:

SHC Monthly Report Mar 2023.pdf

5. Old Business

A. Consider Reallocation Of Deed Mainstreet Revitalization Grant

Documents:

DEED Grants.pdf

B. Update On Framework Progress

Documents:

Framework Progress.pdf

6. New Business

A. Discuss Marketable Property Web Page Design By Swanson-Haskamp

Documents:

Draft Properties Website Review.pdf

B. Consider VCV Revised Construction Plans For The Industrial Park Lots

Documents:

VCV Design.pdf

7. Staff Reports

8. Commissioner's Comments/Questions

9. Adjourn To EDA Workshop On July 11, 2023 At 4:00 Pm In The City Council Chambers

BRAINERD ECONOMIC DEVELOPMENT AUTHORITY
Thursday, April 6, 2022, 7:30 a.m.
City Hall Council Chambers

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

Upon roll call Commissioners Toni Bieser, Justin Grecula, Gabe Johnson, Marie Kirsch, Mike O'Day, and Kevin Yeager, were noted as present. Commissioner Bevans was noted as present at 8:05 a.m. Also, present were Executive Director Bergman (virtually), Finance Director Hillman, Community Development Director Kramvik, and HRA Director Charpentier.

Approval/Amendment of the Agenda- Approved

MOVED AND SECONDED BY COMMISSIONERS JOHNSON AND O'DAY, DULY CARRIED, TO APPROVE THE AGENDA WITH THE ADDITION OF THE OATH OF OFFICE FOR COMMISSIONER GRECULA.

Oath of Office

Community Development Director Kramvik conducted the Oath of Office for new Commissioner Grecula.

Old Business

Approve Amendment to the Visit Brainerd Shared Services Agreement

Community Development Director Kramvik stated that the framework assigned Visit Brainerd to the creation of a branding package including a slogan and logo. However, the scope of services agreed upon by Visit Brainerd did not include this action step. Visit Brainerd recommended at the last EDA meeting that "assist with creating a marketing strategy" could be replaced with "develop a branding package including an EDA logo and slogan". This proposed change would not include any additional costs to the EDA.

MOVED AND SECONDED BY COMMISSIONERS O'DAY AND BIESER, DULY CARRIED, TO APPROVE THE AMENDED SHARED SERVICES AGREEMENT WITH VISIT BRAINERD.

Update on Consultant's Framework Progress

Community Development Director Kramvik gave an overview of the services provided by the Consultants progress in the first quarter.

Commissioner Kirsch asked when the next consultant meeting is, she had e-mailed Ms. Haskamp to consolidate a directory of businesses.

Update on Reallocation of DEED Funds

Community Development Director Kramvik stated that the EDA subcommittee met on March 20th to discuss the reallocation of \$54,187 of DEED Mainstreet grant funding as two businesses declined their original offer. The subcommittee recommends a May 31st deadline for businesses to submit all required documentation to the Initiative Foundation (IF) for dispersal of funds or for the business to decline funding. The subcommittee will meet on June 2nd to recommend reallocation of the grant money to businesses that were either underfunded or not originally funded. The subcommittee would like the EDA to consider their recommendation and award the remaining funds in June. In order

to accomplish this, the subcommittee has requested the regularly scheduled EDA meeting on June 1st be moved to June 8th at 7:30 AM.

Commissioner Yeager stated that the subcommittee came up with these dates by working backwards from the deadline with the Initiative Foundation.

Commissioner Johnson stated that this deadline is a “hard-ish” deadline for those projects that have not made any progress. The larger projects have more time to progress.

Tyler Glynn stated that November 1st is the drop date from DEED to the Initiative Foundation when the funds go back to DEED if no progress has been made. All of the businesses are being communicated with regularly to encourage them to complete their work.

Commissioner O’Day stated that the property to watch is the Eight05 Laurel project, due to it being such a large portion of the funding.

Commissioner Johnson stated that if that project does not progress to breaking ground this fall, there are plenty of other projects that the EDA did not fund to reallocate to at last minute.

Eric Charpentier stated that DW Jones, Eight05 Laurel, has been in contact with the Initiative Foundation while they are awaiting funds from Minnesota Housing.

Commissioner Kirsch asked whether any of the projects may need to change the scope of their project have done that through the subcommittee.

Tyler Glynn stated that the projects are working with BLAEDC and the Initiative Foundation to adjust their project plans.

Commissioner Johnson stated that these projects are also being reviewed by the subcommittee.

MOVED AND SECONDED BY COMMISSIONERS BIESER AND O’DAY, DULY CARRIED, TO APPROVE MAY 31, 2023, AS THE AMENDED DEADLINE FOR SUBSTANTIALLY COMPLETE APPLICATION SUBMISSION TO THE INITIATIVE FOUNDATION FOR DEED FUNDING.

MOVED AND SECONDED BY COMMISSIONERS BIESER AND KIRSCH, DULY CARRIED, TO MOVE THE REGULARLY SCHEDULED EDA MEETING IN JUNE TO JUNE 8TH, 2023 TO ACCOMMODATE FOR THE NEW DEADLINE FOR DEED SUBMISSION.

New Business

Present Summary of Business Retention Evaluation Interviews

Tyler Glynn gave an overview of the business retention interviews done in 2022. Businesses outside of the downtown corridor would like to have opportunities comparable to those within the River to Rail. BLAEDC is requesting to focus on Washington Street businesses in 2023 in preparation for the Highway 210 reconstruction. They submitted a draft of the business retention questions for those businesses, BLAEDC also welcomes questions from City departments and EDA members.

Commissioner Johnson suggested working with the HRA on questions for the survey, as the HRA is working on a Small Cities grant in the corridor during the reconstruction.

Commissioner O’Day agrees that programming should expand to the main thoroughfares in the City.

Commissioner Bieser appreciated the feedback. For the Washington Street questionnaires going door to door would be suggested, with follow up via e-mail or a phone call. She asked whether the EDA could hold a workshop to review further the questionnaire results.

Commissioner Kirsch asked for a workshop and would like some of the metrics from the Business Retention Evaluations (BRE) included in this discussion i.e. where these businesses are located, how many people does the company employ, what type of companies, etc.

Commissioner Johnson questioned whether businesses were given the BRE in both 2021 and 2022.

Tyler Glynn stated that different businesses were evaluated in 2021 and 2022.

Chair Yeager stated that questions from City entities like the HRA or Community Development may be helpful. His suggestion for a question was what a business's challenge for growth on Washington Street is.

Commissioner Kirsch agrees that the focus should be on Washington Street but hopes that a few other businesses could be included in the BRE process outside of the corridor.

Community Development Director Kramvik stated that staff will be conducting ten BRE visits this summer, and the focus will be outside of the Washington Corridor.

Commissioner Bieser asked the EDA to set up a workshop.

Community Development Director Kramvik stated that the EDA could schedule a workshop in July after the next regular meeting. Staff will put together possible dates and send them out for feedback from Commissioners.

Member O'Day stated that the comment about staff or the EDA never having stepped foot into their building is a great first step to take to a tour of our largest businesses. He would like that included in the workshop items.

Discussion on Westwood Mobile Home Park

Community Development Director Kramvik stated the EDA's action steps include redevelopment of Westwood Mobile Home Park. Staff included information on how to redevelop the park. The park is currently zoned TN-2 which does not allow for the use of manufactured housing. The property is currently listed for sale and three interested buyers have contacted the Community Development Department about the property. All potential buyers have been interested in this property remaining a mobile home park. The property's legal non-conforming status is the primary question asked of Staff.

Commissioner O'Day asked how long the property has been for sale, what the price is, and where it is listed.

Community Development Director Kramvik stated that he isn't aware of where it is listed or the price. He has been fielding calls for about a month on the property.

Commissioner O'Day stated that if the property is for sale, that this should be added to the priorities of the EDA with Swanson-Haskamp Consulting. The redevelopment of the land is not illegal as long as the residents are compensated for their removal.

Commissioner Bieser asked whether the trust fund dollars would be sufficient for owners to move their homes. Also, whether the residents are interested in moving. She does not want to take away anyone's home due to the fact that the City is in a housing crisis.

Commissioner Johnson stated that the EDA wanted to target this property not what it would take to redevelop the property. He would like to see the City get prepared so that when the land is sold the City can assist the new owner with redevelopment.

Commissioner O'Day asked whether this property would be better zoned as commercial. He stated that staff or SHC should reach out to the seller of the property.

Community Development Director Kramvik stated that TN-2 does allow for a variety of mixed-use businesses. Commercial zoning would allow for auto body shops, used car lots, and other heavy commercial uses. If rezoned it wouldn't allow housing.

Chair Yeager stated that there should be a plan in place to transition the property away from a trailer park for the future owner. Also, having a future development plan in place.

Commissioner Kirsch asked what other easy wins would be pushed off if this becomes a priority.

Community Development Director Kramvik stated that the State Hospital Land would be the property that would not be focused on this year. The State also is not in favor at this time for conveying the land.

Staff Reports

Community Development Director Kramvik stated that VCV has been working with Staff to provide a revised building plan. The EDA would need to approve their new plans as a part of the land use agreement.

Eric Charpentier, HRA Executive Director, stated that they continue to discuss the development at Eight05 Laurel. Finally, as the legislative session continues to the finish line, there may be upwards of two billion dollars for housing in the State.

Adjourn

MOVED AND SECONDED BY COMMISSIONERS JOHNSON AND BEVANS, DULY CARRIED, TO ADJOURN THE MEETING.

The Authority adjourned at 8:29 a.m.

Secretary/Treasurer

Financial Report for EDA

As of April 30, 2023

	Cash & Investments	Receivable Balance	Deferred Loans (as of 12/31/22) **	Awarded Grants
General Funds:				
EDA Fund - #295	\$ 43,568	\$ -	\$ -	\$ -
Total	\$ 43,568	\$ -	\$ -	\$ -
CDBG (Housing/Commerical (Slum & Blight/Federal Objective)):				
Downtown - #298	\$ 51,406	\$ 18,799	\$ 359,515	\$ -
SE Brainerd - #215	50,067	-	149,924	-
NE Brainerd - #218	-	-	223,090	-
Willows Project - #209	-	-	47,286	-
Old Housing - #209	3,342	-	-	-
Local Income - #275	77,706	13,821	11,850	-
Total	\$ 182,521	\$ 32,620	\$ 791,666	\$ -
Federal & State MIF (Commerical (Jobs)):				
Commerical - #210 ^^^	\$ -	\$ 646,427	\$ -	\$ -
Federal MIF - #296	18,478	-	-	-
Total	\$ 18,478	\$ 646,427	\$ -	\$ -
Grand Total	\$ 244,568	\$ 679,047	\$ 791,666	\$ -

** 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 04/30/2022	PERIOD ENDED 04/30/2023
*** Assets ***			
295-0000-10100	CASH	66,114.30	43,568.32
295-0000-10700	DELINQUENT TAX RECEIVABLE	6,578.78	6,467.34
295-0000-16160	FA-LAND HELD FOR RESALE	488,252.22	460,396.74
Total Assets		560,945.30	510,432.40
*** Liabilities ***			
295-0000-20600	DEPOSITS PAYABLE	7,828.50	9,337.50
295-0000-22200	DEFERRED REVENUE	488,252.22	460,396.74
295-0000-22210	DEFERRED TAXES RECEIVABLE	4,431.78	4,202.29
Total Liabilities		500,512.50	473,936.53
*** Fund Balance ***			
295-0000-28900	FUND BALANCE/EQUITY ACCT	68,771.70	68,771.70
Total Fund Balance		68,771.70	68,771.70
Beginning Fund Balance		68,771.70	68,771.70
Net of Revenues VS Expenditures - 2022			507.93
*2022 End FB/2023 Beg FB		69,279.63	
Net of Revenues VS Expenditures - Current Year		(8,338.90)	(32,783.76)
Ending Fund Balance		60,432.80	36,495.87
Total Liabilities And Fund Balance		560,945.30	510,432.40

* Year Not Closed

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REVENUE AND EXPENDITURE REPORT FOR CITY OF BRAINERD

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PERIOD ENDING 04/30/2023

ACCOUNT DESCRIPTION	ACTIVITY FOR		YTD BALANCE	AVAILABLE	% BDGT USED
	2023 MONTH	04/30/2023	04/30/2023	BALANCE	
	AMENDED BUDGET	EASE (DECREASE)	NAL (ABNORMAL)	NAL (ABNORMAL)	
Fund 295 - EDA FUND					
Revenues					
Function: Unclassified					
TAXES & PENALTIES					
31010 CURRENT AD VALOREM	152,861.00	0.00	2,149.33	150,711.67	1.41
31020 DELINQUENT AD VALOREM	0.00	0.00	115.72	(115.72)	100.00
TAXES & PENALTIES	152,861.00	0.00	2,265.05	150,595.95	1.48
OTHER REVENUE					
36210 INTEREST INCOME	460.00	0.00	0.00	460.00	0.00
OTHER REVENUE	460.00	0.00	0.00	460.00	0.00
OTHER FINANCING SOURCES					
39101 SALE OF ASSETS	0.00	0.00	227,815.00	(227,815.00)	100.00
OTHER FINANCING SOURCES	0.00	0.00	227,815.00	(227,815.00)	100.00
Total - Function Unclassified	153,321.00	0.00	230,080.05	(76,759.05)	150.06
TOTAL REVENUES	153,321.00	0.00	230,080.05	(76,759.05)	150.06
Expenditures					
Function: Unclassified					
SERVICES					
43300 PROFESSIONAL SERVICES	137,000.00	11,492.44	34,984.90	102,015.10	25.54
43350 PRINTING/LEGAL PUBLICATION	0.00	0.00	12.96	(12.96)	100.00
43361 INS - GENERAL LIABILITY	91.00	36.45	50.95	40.05	55.99
43430 MISCELLANEOUS	10,880.00	0.00	0.00	10,880.00	0.00
43435 BOOKS/PAMPHLETS/DUES	5,350.00	0.00	0.00	5,350.00	0.00
SERVICES	153,321.00	11,528.89	35,048.81	118,272.19	22.86
OTHER FINANCING USES					
47720 TRANSFERS OUT	0.00	0.00	227,815.00	(227,815.00)	100.00
OTHER FINANCING USES	0.00	0.00	227,815.00	(227,815.00)	100.00
Total - Function Unclassified	153,321.00	11,528.89	262,863.81	(109,542.81)	171.45
TOTAL EXPENDITURES	153,321.00	11,528.89	262,863.81	(109,542.81)	171.45
Fund 295 - EDA FUND:					
TOTAL REVENUES	153,321.00	0.00	230,080.05	(76,759.05)	150.06
TOTAL EXPENDITURES	153,321.00	11,528.89	262,863.81	(109,542.81)	171.45
NET OF REVENUES & EXPENDITURES	0.00	(11,528.89)	(32,783.76)	32,783.76	100.00

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CHECK DISBURSEMENT REPORT FOR CITY OF BRAINERD
CHECK DATE FROM 01/01/2023 - 04/30/2023

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 295 EDA FUND								
01/04/2023	BB	94908	DEC 2022	BRAINERD LAKES AREA DEV C	PROFESSIONAL SERVICES	43300	6510	2,916.67
01/04/2023	BB	94910	DEC 2022	DESTINATION DOWNTOWN BRAINERD	PROFESSIONAL SERVICES	43300	6510	1,945.83
01/04/2023	BB	94916	DEC 2022	SWANSON HASKAMP CONSULTING	PROFESSIONAL SERVICES	43300	6510	2,658.33
01/04/2023	BB	94917	DEC 2022	VISIT BRAINERD	PROFESSIONAL SERVICES	43300	6510	2,937.50
02/08/2023	BB	95121	JAN 2023	BRAINERD LAKES AREA DEV C	PROFESSIONAL SERVICES	43300	6510	2,916.67
02/08/2023	BB	95183	JAN 2023	SWANSON HASKAMP CONSULTING	PROFESSIONAL SERVICES	43300	6510	2,916.67
02/08/2023	BB	95191	JAN 2023	VISIT BRAINERD	PROFESSIONAL SERVICES	43300	6510	3,333.34
03/07/2023	BB	95338	FEB 2023	BRAINERD LAKES AREA DEV C	PROFESSIONAL SERVICES	43300	6510	2,916.67
03/07/2023	BB	95346	FEB 2023	DESTINATION DOWNTOWN BRAINERD	PROFESSIONAL SERVICES	43300	6510	909.09
03/07/2023	BB	95359	172771	KENNEDY & GRAVEN	DEPOSITS PAYABLE	20600	0000	66.00
03/07/2023	BB	95383	FEB 2023	SWANSON HASKAMP CONSULTING	PROFESSIONAL SERVICES	43300	6510	2,916.67
03/07/2023	BB	95390	FEB 2023	VISIT BRAINERD	PROFESSIONAL SERVICES	43300	6510	3,333.34
03/22/2023	BB	95439	195351-1	FORUM COMMUNICATIONS COMPANY	PRINTING/LEGAL PUBLICATION	43350	6510	12.96
04/05/2023	BB	95498	MARCH 2023	BRAINERD LAKES AREA DEV C	PROFESSIONAL SERVICES	43300	6510	2,916.67
04/05/2023	BB	95507	MARCH 2023	DESTINATION DOWNTOWN BRAINERD	PROFESSIONAL SERVICES	43300	6510	909.09
04/05/2023	BB	95525	173134	KENNEDY & GRAVEN	DEPOSITS PAYABLE	20600	0000	741.00
04/05/2023	BB	95557	MARCH 2023	SWANSON HASKAMP CONSULTING	PROFESSIONAL SERVICES	43300	6510	2,916.67
04/05/2023	BB	95562	MARCH 2023	VISIT BRAINERD	PROFESSIONAL SERVICES	43300	6510	3,333.34
04/19/2023	BB	95658	40001339/1ST 2023	LEAGUE MN CITIES INS TRUS	INS - GENERAL LIABILITY	43361	6510	36.45
Total for fund 295 EDA FUND								40,632.96

TRANSACTIONS FROM 01/01/2023 TO 04/30/2023

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 295 EDA FUND							
Assets							
01/01/2023			295-0000-10100 CASH		BEG. BALANCE		82,602.91
01/24/2023	GJ	JE	TO RECORD JAN TAX SETTLEMENT	1480	2,265.05		84,867.96
01/31/2023	GJ	JE	TO RECORD SERVICES TO EDA PER BUDGET	1510		1,416.67	83,451.29
02/28/2023	GJ	JE	TO RECORD SERVICES TO EDA PER BUDGET	1558		1,416.67	82,034.62
02/28/2023	GJ	JE	TRNFR VCV SALE PROCEEDS TO GENERAL FUND	1560		227,815.00	(145,780.38)
03/31/2023	GJ	JE	TO RECORD SERVICES TO EDA PER BUDGET	1675		1,416.67	(147,197.05)
04/30/2023	GJ	JE	TO RECORD SERVICES TO EDA PER BUDGET	1705		1,416.67	(148,613.72)
04/30/2023			295-0000-10100	END BALANCE	2,265.05	233,481.68	(148,613.72)
01/01/2023			295-0000-10700 DELINQUENT TAX RECEIVABLE		BEG. BALANCE		6,467.34
04/30/2023			295-0000-10700	END BALANCE	0.00	0.00	6,467.34
01/01/2023			295-0000-15510 PREPAID OTHER		BEG. BALANCE		14.50
01/01/2023	GJ	JE	REVERSE JE FOR JAN & FEB INS.	1566		14.50	0.00
04/30/2023			295-0000-15510	END BALANCE	0.00	14.50	0.00
01/01/2023			295-0000-16160 FA-LAND HELD FOR RESALE		BEG. BALANCE		488,252.22
02/28/2023	GJ	JE	TO ADJUST LAND HELD FOR RESALE TO AC	1559		27,855.48	460,396.74
04/30/2023			295-0000-16160	END BALANCE	0.00	27,855.48	460,396.74
TOTAL Assets					2,265.05	261,351.66	318,250.36
Liabilities							
01/01/2023			295-0000-20200 ACCOUNTS PAYABLE		BEG. BALANCE		(10,458.33)
04/30/2023			295-0000-20200	END BALANCE	0.00	0.00	(10,458.33)
01/01/2023			295-0000-20600 DEPOSITS PAYABLE		BEG. BALANCE		(5,144.50)
04/30/2023			295-0000-20600	END BALANCE	0.00	0.00	(5,144.50)
01/01/2023			295-0000-22200 DEFERRED REVENUE		BEG. BALANCE		(488,252.22)
02/28/2023	GJ	JE	TO ADJUST LAND HELD FOR RESALE TO AC	1559	27,855.48		(460,396.74)
04/30/2023			295-0000-22200	END BALANCE	27,855.48	0.00	(460,396.74)
01/01/2023			295-0000-22210 DEFERRED TAXES RECEIVABLE		BEG. BALANCE		(4,202.29)
04/30/2023			295-0000-22210	END BALANCE	0.00	0.00	(4,202.29)
TOTAL Liabilities					27,855.48		(480,201.86)
Revenues							
01/01/2023			295-0000-31010 CURRENT AD VALOREM		BEG. BALANCE		0.00
01/24/2023	GJ	JE	TO RECORD JAN TAX SETTLEMENT	1480		2,109.55	(2,109.55)
01/24/2023	GJ	JE	TO RECORD JAN TAX SETTLEMENT	1480		39.78	(2,149.33)
04/30/2023			295-0000-31010	END BALANCE	0.00	2,149.33	(2,149.33)
01/01/2023			295-0000-31020 DELINQUENT AD VALOREM		BEG. BALANCE		0.00
01/24/2023	GJ	JE	TO RECORD JAN TAX SETTLEMENT	1480		114.90	(114.90)
01/24/2023	GJ	JE	TO RECORD JAN TAX SETTLEMENT	1480		0.82	(115.72)
04/30/2023			295-0000-31020	END BALANCE	0.00	115.72	(115.72)
TOTAL Revenues						2,265.05	(2,265.05)
Expenditures							
01/01/2023			295-6510-43300 PROFESSIONAL SERVICES		BEG. BALANCE		0.00
01/31/2023	GJ	JE	TO RECORD SERVICES TO EDA PER BUDGET	1510	1,416.67		1,416.67
02/28/2023	GJ	JE	TO RECORD SERVICES TO EDA PER BUDGET	1558	1,416.67		2,833.34
03/31/2023	GJ	JE	TO RECORD SERVICES TO EDA PER BUDGET	1675	1,416.67		4,250.01
04/30/2023	GJ	JE	TO RECORD SERVICES TO EDA PER BUDGET	1705	1,416.67		5,666.68
04/30/2023			295-6510-43300	END BALANCE	5,666.68	0.00	5,666.68
01/01/2023			295-6510-43361 INS - GENERAL LIABILITY		BEG. BALANCE		0.00
01/01/2023	GJ	JE	REVERSE JE FOR JAN & FEB INS.	1566	14.50		14.50
04/30/2023			295-6510-43361	END BALANCE	14.50	0.00	14.50
01/01/2023			295-9300-47720 TRANSFERS OUT		BEG. BALANCE		0.00
02/28/2023	GJ	JE	TRNFR VCV SALE PROCEEDS TO GENERAL FUND	1560	227,815.00		227,815.00
04/30/2023			295-9300-47720	END BALANCE	227,815.00	0.00	227,815.00
TOTAL Expenditures					233,496.18		233,496.18
GRAND TOTALS:					263,616.71	263,616.71	69,279.63

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

Report Date: June 2nd, 2023

1. Produce promotional videos featuring local business owners.

Update: No update.

2. Host 4 business owner networking events.

Update: Hosted the second of four business owners networking events on April 26th, 2023 at Ya Sure Kombucha. The next one is being planned for July.

3. Main Street Programming

- a. Mainstreet America Affiliate Membership**
- b. Organize/Host Kickoff Meeting with Main Street America/Rethos Staff**
- c. Attend Educational Events/Classes to Support a Main Street Program**
- d. Main Street Events**

Update:

- a. Our application for Main Street Affiliate membership was approved on May 25th, 2023. Downtown Brainerd is now officially part of the Minnesota Main Streets network as an Associate Community. The membership status is stated as Associate Community (see attached certificate). Main Street America has changed accreditation titles from affiliate to associate. No other changes were made besides the name.
- b. Meeting date/time is being discussed.
- c. Signed up for the “Advanced Principles of Effective Promotion” online class through Main Street America. Will be participating in the course throughout June 2023.
- d. 1. Hosted a downtown Spring Clean-up day on May 25th, a group of approximately 10 volunteers from various downtown businesses cleaned up garbage/weeds from sidewalks, bump-out, and parking lots.
2. Introduced a monthly business visit showcase to introduce employees, property owners, and stakeholders to attend 20-minute introductions to downtown businesses. These are

quick business visits to showcase what is here and happening. The next event will be June 15th at 5:15 & 5:45.

4. Participate in quarterly consultant meetings.

Update: No update.

5. Other Misc. Updates

Update: No update.



Minnesota Main Street

certifies that

Brainerd

has been recognized as a

2023 Main Street Associate Community



A handwritten signature in blue ink, appearing to read "Heidi Swank".

Heidi Swank
Executive Director
Rethos: Places Reimagined

A handwritten signature in black ink, appearing to read "Emily Kurash Casey".

Emily Kurash Casey
Director of Community Programs
Rethos: Places Reimagined

City of Brainerd
Economic Development Authority
Scope of Services Monthly Report

Date: March 29, 2023
From: Jennifer Haskamp, SHC
RE: Activities performed February 28, 2023 through March 29, 2023

Overview of Monthly Activities:

The month kicked off with SHC attending the special EDA meeting to discuss priorities for 2023. Through the course of the discussion the EDA determined that establishing a plan for the industrial park area (Thiesse Rd) and the Wright Extension properties would take priority in the first two quarters of the year, and a third study area would be identified in the 2nd half of 2023. After the meeting SHC continued to work with staff on the preparation of a property website where property information can be listed and worked through several other tasks as identified in the work scope below.

Activities by Scope Task:

SCOPE	TASK
a.	Create and maintain an inventory of under-utilized and/or undeveloped property.
	SHC Activities: - Follow-up meeting with staff scheduled for 3/31 to discuss a draft set of metrics so that a uniform definition of underutilized and/or undeveloped property is applied to the analysis. - Draft metrics identified for discussion to support preliminary mapping efforts.
b.	Develop strategy for marketing and promotion for identified properties established in 2023 priority.
	SHC Activities: - Draft website prepared, scheduled for discussion and comment by staff at 3/31 meeting. - Coordinating and discussing how and where the website will be housed in the interim until a full EDA website is launched in the 2nd half of 2023 or early 2024.
c.	Establish relationship with developers on behalf of the EDA.
	SHC Activities:
d.	Participate in quarterly roundtable discussions with the City of Brainerd Staff and all other consultants.
	SHC Activities:

	• Next meeting in April/May, date TBD
e.	Lead/Participate in one (1) business roundtable. Topic to address growth (location/site/physical building) and future plans in Brainerd.
	SHC Activities: • Potential date in June – consider distributing questionnaire prior to session • Coordinating with BLAEDC
f.	Attend regular meetings of the EDA (minimum of four meetings.)
	SHC Activities: • SHC attended (in-person) the March 9, 2023 meeting.

MEMO



TO: EDA Board of Commissioners

FROM: James Kramvik, Community Development Director

DATE: June 8th, 2023

RE: Consider Reallocation of DEED Mainstreet Revitalization Grants

The EDA Subcommittee for the DEED Mainstreet Revitalization Grants met on June 1st to discuss reallocation of any declined grants. The EDA directed staff to set a deadline of May 31st for all grant recipients to have all required documents submitted to the Initiative Foundation. An e-mail was sent to all recipients informing them of this deadline. BLAEDC and City Staff provided the subcommittee with an update of all grant recipients and projects. The updated spreadsheet is included in the packet.

Change in Project Scope

Brainerd Restoration dba Destination Downtown

- The original project scope included blade signs for the unification and beautification of Downtown Brainerd.
- Brainerd Restoration has asked to change the project scope to include an enhancement of the existing downtown landscape areas and potentially incorporate the freestanding round planters to accommodate seating and a table for customers of downtown businesses. The location for this proposed project is the Southeast corner of Laurel Street and 7th Street.
- Brainerd Restoration is requesting the original awarded grant of \$3,366.00 for the new project. Sketches and additional documents have been included in the agenda packet.

The Donut Company/ Big Jay's Pizza

- The Donut Company submitted an application for a tenant buildout and remodel at 215 7th St. South and was awarded \$26,100 in grant funding. The Donut Company has decided not to move forward with their project.
- Big Jay's Pizza would like to utilize the same space and has proposed a remodel of the space specifically to hold larger group parties and gatherings. A sketch of the proposed space has been included in the agenda packet.
- Big Jay's Pizza is requesting \$15,000 in grant funding, which is a difference of \$11,100 from the Donut Company request.

Available Funds

- \$59,017 – Declined funding from Ya-Sure Kombucha, Knotty Pine Bakery, and Region 5
- \$11,100 – Difference between The Donut Company request (\$26,100) and Big Jay's Pizza request (\$15,000)
- \$70,117 Total funds to re-allocate as of 6/1/2023

The EDA subcommittee recommended approval of Brainerd Restoration's revised project as well as Big Jay's tenant buildout.

The EDA subcommittee also recommended awarding the remaining \$70,117 in funds to 416 S 6th St. This project included a remodel of interior office spaces and resurfacing of the off-street parking lot. The property owners of 416 S 6th St. requested \$105,000 as part of their original application for the DEED Mainstreet Revitalization Grant.

Recommendation: The subcommittee recommends the approval of Brainerd Restorations revised project at the original funding amount of \$3,366.00, funding \$15,000 to Big Jay's Pizza at 215 S 7th St., and funding \$70,117 to 416 S 6th Street LLC.

Name	Project	Subcommittee Recommended Funding	Total Project Cost	Updates as of 5.30.23	Status
Adapt Family Martial Arts & Fitness	Specialized Flooring	\$3,000.00	\$10,000.00	Paid out full amount.	Completed
Brainerd American Legion Post 23	Flag Pole	\$1,018.50	\$3,395.00	Paperwork is in. Received full amount. Done.	Completed
First Impression Print & Design	Apparel Expansion	\$44,327.61	\$400,000.00	Paid out full amount.	Completed
Pueringer Investments	1702 Norwood	\$5,057.80	\$16,859.35	Dave received check. Paid in Full by IF.	Completed
Stangler Properties LLC	515 South 9th Street	\$60,000.00	\$200,000.00	Done. Did the work. Received full amount.	Completed
The Gallery	River to Rail Store Front Gallery	\$3,460.69	\$11,535.63	Paid end of March 2023. Done. Received full amount.	Completed
Wagner Holdings LLC	Curb Appeal Project	\$11,759.96	\$39,199.87	Done. Received full amount late March.	Completed
Jcbahr enterprises DBA Anderson	Anderson cleaners remodel	\$21,000.00	\$70,000.00	Paid out in Feb.	Completed
Ya-Sure Kombucha	Ya Sure Remodel	\$4,830.00	\$16,100.00	Emailed at least 2x, and left voicemail since last subcommittee meeting. Have not heard from him. Is he declining the funds?	Concerns
Knotty Pine Bakery	Knotty Pine Bakery Facade Improvement	\$4,187.00	\$13,958.00	Declined Funding	Declined
Region Five Development Comm	Sustainable Human Centered Equitable	\$50,000.00	\$840,000.00	Declined Funding	Declined
Lang Chiropractic Clinic P.A dba	Lakes Chiro expansion and remodel	\$36,000.00	\$120,000.00	Paid out two payments totaling \$34,000. Will need to check if he is done or if he will be requesting the last \$2000.	May have remaining funds
MOORES PROPERTIES INC.	Historic Elks Building	\$14,400.00	\$48,000.00	Paid on March 20th. Received \$13,601.09. We need to confirm at some point if project is completed. Close to the cap.	May have remaining funds
Brainerd Restoration, DBA Destin	Destination Downtown Blade Sign Project	\$3,366.00	\$11,220.00	They are submitting a new project.	Need committee approval
Brainerd Donut Company	Brainerd Donut Company	\$26,100.00	\$87,026.00	Submitted a new project within the last week - needs to be approved by subcommittee, so they can get started with IF paperwork.	Need committee approval
Copper Cat Escape Games	Escape Room Renovation and Signage	\$6,000.00	\$20,000.00	Been paid once in April \$3256. Still have money left to use.	Partial Payment
Teeny Bubbles Inc	Teeny Bubbles Inc Renovation	\$150,000.00	\$500,000.00	They are fine according to Don. Paperwork in place \$24,870 on March 20th. Don is going to follow up with the banker to check in.	Partial Payment
Young Men's Christian Association	Brainerd Family YMCA Early Learning	\$100,000.00	\$1,500,000.00	Claims he doesn't have expenses yet. Has fronted him \$50,000 in the beginning, has not been back for more money.	Partial Payment
Yesterdays Gone, LLC	Yesterdays Gone Parking Lots Repave	\$13,632.38	\$45,441.25	Alison talked with Paula/Steven 5/3. Just need grant agreement so IF can invoice DEED. They are moving forward with project. Project set to start next week.	
Brainerd Quick Wash	Brainerd Quick Wash	\$15,000.00	\$50,000.00	IF invoiced DEED, paperwork is in order. Can get reimbursed or show bids at this point.	
CatTale's Books & Gifts	Little Free Library & Bookstore Signage	\$660.00	\$2,200.00	IF has everything they need. IF is now just invoicing DEED.	

CatTale's Books & Gifts	Business Signage Update for the Elks	\$900.00	\$3,000.00	IF has everything they need. IF is now just invoicing DEED.	
Eight05 Laurel LLC	Eight05 Laurel Apartments	\$199,999.00	\$14,197,598.00	Skip talked with Brainerd yesterday, and emails back and forth with IF today 5/31. Don sent the leverage form to Skip to fill out. Sounds like the project is moving forward.	
Lakes Area Habitat for Humanity	1108 Oak Street Habitat build	\$20,000.00	\$140,800.00	HRA is the contact for funding	
Mickey's Pizza and Subs	Mickey's Exterior Improvement	\$5,511.00	\$18,370.00	Need signed grant agreement. Have completed w9 and completed leverage form. Making progress.	
Music General Inc.	Building repair	\$19,500.00	\$65,000.00	Received legerage form this week, next is w9 and grant agreement to be completed. Have not invoiced DEED yet.	
Pueringer Investments	209-211 s 7th	\$8,608.02	\$28,693.41	IF has Dave's money. Alison has worked with Dave outlining which projects need bids or receipts. Dave is working on projects and submitting documentation for reimbursement as he goes.	
Pueringer Investments	301 S 7th	\$18,191.85	\$60,000.00	IF has Dave's money. Alison has worked with Dave outlining which projects need bids or receipts. Dave is working on projects and submitting documentation for reimbursement as he goes.	
Pueringer Investments	616 Front st	\$7,926.81	\$26,422.71	IF has Dave's money. Alison has worked with Dave outlining which projects need bids or receipts. Dave is working on projects and submitting documentation for reimbursement as he goes.	
Pueringer Investments	214 s 7th	\$3,809.04	\$12,696.82	IF has Dave's money. Alison has worked with Dave outlining which projects need bids or receipts. Dave is working on projects and submitting documentation for reimbursement as he goes.	
Pueringer Investments	201 s 7th	\$4,176.00	\$13,922.56	IF has Dave's money. Alison has worked with Dave outlining which projects need bids or receipts. Dave is working on projects and submitting documentation for reimbursement as he goes.	
Pueringer Investments	1624 oak	\$2,362.57	\$7,875.24	IF has Dave's money. Alison has worked with Dave outlining which projects need bids or receipts. Dave is working on projects and submitting documentation for reimbursement as he goes.	
Pueringer Investments	1610 Maple	\$815.77	\$2,719.25	IF has Dave's money. Alison has worked with Dave outlining which projects need bids or receipts. Dave is working on projects and submitting documentation for reimbursement as he goes.	
		\$865,600.00	\$18,582,033.09		

*** **Warning:** External sender, use extreme caution with attachments and links ***

Good morning Stephanie,

I am a member of Brainerd Restoration, a local non-profit organization, and we would like to make a request for providing some additional outdoor seating within the bump outs located in Downtown Brainerd. Along with the DDBC, Brainerd Restoration was successful in securing a grant for a project downtown, and we would like to make sure that we're discussing the feasibility of this project with the appropriate people with the City of Brainerd. It was recommended to us to submit this idea to the Safety & Public Works Committee for their review and comment.

This project will be similar to what we did back in 2015 with the bike rack project, in that Brainerd Restoration paid for the bike rack, gifted it to the City of Brainerd, and it is now a decorative and functional bike rack for visitors of Downtown Brainerd, located in the road R.O.W. During the planning phase of the project, Brainerd Restoration and the CLC welding class met with city officials in order to establish a few ground rules as it related to the installation of the bike rack. Ultimately, it was decided to utilize the city's planters as a way to anchor the bike rack to the pavers in a way where it would allow the city to remove the planters during the winter months for snow removal and to not damage the pavers.

The Outdoor Seating project that we're now proposing will be to enhance the existing planter areas and potentially incorporate the freestanding round planters to accommodate seating and a table for customers of downtown businesses. I have attached a pdf that provides a visual for the proposed location, photos of our 2015 project and also some images that provide you with some potential design ideas for what the outdoor seating could be as well as how we would potentially enhance an existing planter area.

One of the exciting ideas for this project is to promote this as an opportunity for a local business or organization to "Adopt a Planter", and maintain the flowers within these enhanced areas. As we all know, it is a struggle to either have the city or local businesses maintain these areas. Our goal with this project is to enhance existing planters, provide outdoor seating for visitors and customers of downtown businesses and create ways to get people involved with beautifying our historic downtown.

We look forward to hearing your comments and would be happy to answer any questions that you may have.

Sincerely,

Mike Angland, AIA, LEED AP

Architect, VP

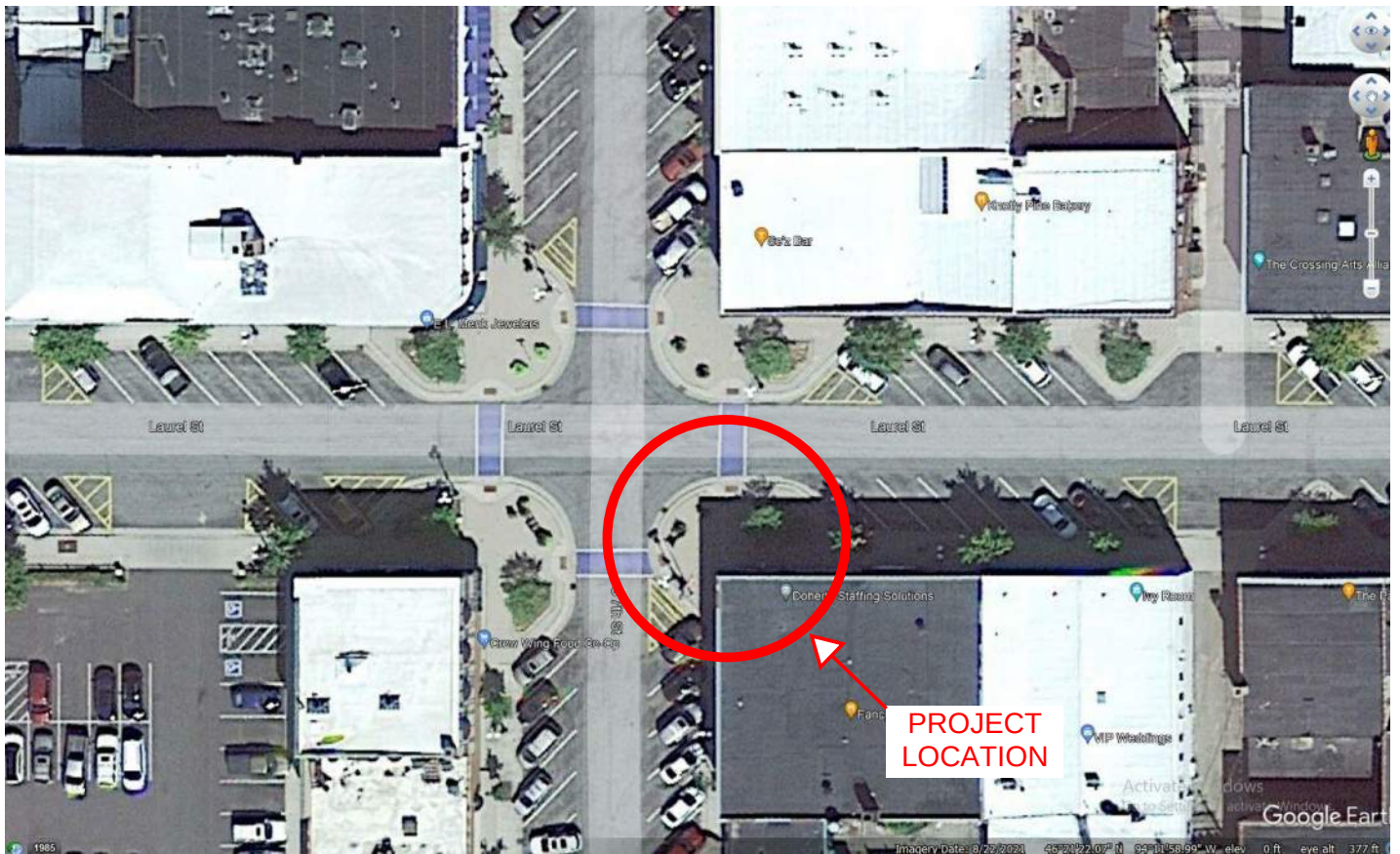
218-316-3608

7804 Industrial Park Road

Baxter, MN 56425

WIDSETH

Widseth.com



Project Location: South East corner of S 7th St and Laurel St





2015 BIKE RACK PROJECT





**BENCH CONCEPT INCORPORATING EXISTING
FREE-STANDING ROUND PLANTERS**



BENCH CONCEPT INCORPORATING EXISTING PLANTERS





BENCH CONCEPT INCORPORATING EXISTING PLANTERS



MEMO



TO: EDA Board of Commissioners

FROM: Community Development Director, James Kramvik

DATE: June 8th, 2023

RE: Update on Consultant's Framework Progress

Update on Framework Progress

Staff has reached out to the consultants for a quarterly meeting at the end of June. This will provide coordination between the consultants for completed 2nd Quarter work items. Many of the goals require collaboration between the consultants for completion by the end of 2023. City Staff will provide updates on the framework at each regularly scheduled EDA meeting. Staff does not view this as a rigid timeline, but as a guide to create collaboration between consultants to ensure all goals and objectives are completed by the end of the year.

City of Brainerd

- 1) Compiled a spreadsheet with all properties owned by the City of Brainerd.
- 2) Compiled a spreadsheet of all potentially usable tax forfeited properties within Brainerd.
- 3) Met virtually with SHC on March 31st to discuss a metric system to evaluate Brainerd Properties for development, a preliminary property web page design, and the next steps to market/ concept plan for Brainerd Industrial Properties. Finished review of metric system provided by SHC.
- 4) Completed a report regarding the future of Westwood Mobile Home Park.
- 5) Researched other surrounding EDA's and their initiative programs for economic development.
- 6) Finished compiling a list of vacant storefronts and is currently working on organization in spreadsheet form.
- 7) Provided a list of all rental units in the Mainstreet area for DDBC's application for Mainstreet America Affiliate Membership.
- 8) Compiled a list of businesses to reach out to for interviews and to assess needs for the business.

BLAEDC

- 1) Provided a summary of the 2022 BRE interviews. City Staff will use this to identify areas of need for funding and propose other programs to the EDA in Quarter 3.
- 2) Finalized the 2023 BRE interviews that target Washington St. businesses related to the upcoming MnDOT reconstruction project and will be contacting businesses.

SHC

- 1) Updated lists of City of Brainerd properties, vacant properties, and underutilized properties.
- 2) Created draft website and individual property marketing flyers.
- 3) Met virtually with City Staff on March 31st to discuss a metric system to evaluate Brainerd Properties for development, a preliminary property web page design, and the next steps to market/ concept plan for Brainerd Industrial Properties.

Visit Brainerd

- 1) Began working on the EDA website.
- 2) Worked with City Staff to amend the shared services agreement to complete all the goals set forth by the EDA. The amended contract is part of the April EDA agenda and if approved will assign Visit Brainerd to the task of developing a branding package including an EDA logo and slogan.

DDBC

- 1) Collecting data and information for Mainstreet America Affiliate Membership application.
- 2) Hosted the second of four business owners networking events on April 26th, 2023 at Ya Sure Kombucha. The next one is being planned for July.
- 3) Approved for Mainstreet America Affiliate Membership.

Recommendation

Staff recommend adding a discussion regarding the Westwood Mobile Home Park to the July 11th EDA workshop meeting.

Deliverables for EDA Workshop

- 1) City Staff will compile a summary of BLAEDC's business retention report and include information from the City's BRE interviews. Staff will also provide a memo of projects and initiatives of other EDAs. This will help facilitate discussion of potential other funding ideas or programs for the Brainerd EDA.
- 2) City Staff will provide a memo for the Westwood Mobile Home Park based on the questions from the April EDA meeting.

This report is based on City Staff interactions with the consultants regarding the framework progress and may not include all activities. Refer to the monthly report from the consultants for a list of all services provided.



MEMO

To: Members of Brainerd EDA

CC: James Kramvik, Community Development Director

From: Jennifer Haskamp, AICP, SHC

Date: June 1, 2023

RE: Draft Website – BrainerdEDAProperties.com

Background:

As established in early 2023, one of SHC's objectives is to create a web-based marketing tool to promote properties identified as a priority by the EDA. To that end, SHC has developed a draft website/webpage that focuses on properties that are available for sale or development. At the June EDA meeting, SHC will walk through and present the draft website. A summary of the website is provided as reference in advance of the meeting.

- **Website:** www.BrainerdEDAProperties.com
The website is currently password protected because it is “live.” Once the EDA reviews and provides comments, SHC will update its contents and remove the password protection. The webpage is currently hosted by SHC, but can and will be transferred to the EDA once the comprehensive EDA website is developed (anticipated in 2024).
- **Summary of pages/tabs:** The following summary of the website contents is provided for your reference. The website is laid out using the City of Brainerd standards colors (blue and green) and includes a clean serif font for the logo. The logo is intentionally simple so that once a more detailed logo is developed it can be replaced to create a unified brand for the EDA. In the interim, the logo is specific to EDA Properties.
The website is laid out with five embedded pages. Each page is summarized as follows:
HOME: The homepage provides a brief overview and description of the purpose of the website. This page is meant to grab the attention of the viewer/visitor with a catchy phrase and video graphics. Links to all other pages are found on the home page. The
WE'RE READY: The purpose of the “We’re Ready” page is to provide a brief overview of the community including a socio-economic and demographic snapshot. From our market research, we know that potential developers and investors may not be from the Brainerd Lakes Area so it is important to provide prospective businesses and developers with an overview of the area. We understand that information contained on this page will likely be included in the overall EDA website once developed, and therefore this page may be removed and/or moved in the future. However, in the meantime, the information will be available until such time as the new website is developed.
BRAINERD WORKS: The purpose of the “Brainerd Works” page is to provide an industry snapshot of the community. This page includes information regarding location/proximity within the region, housing



and important statistics. The intent is to promote the City as a great place to locate a new business or to expand/invest in an existing local business.

PROPERTIES: The purpose of the “Properties” page is to provide a list of available sites for development or redevelopment. The current page is set up to include only those properties owned by the City or another regulator agency. The strategy for promoting private property on the page will be developed in the future, or it may be determined that linking to outside sources is more manageable. This will be determined after this page is fully developed. On each property listing a link to a downloadable PDF will be provided that includes detailed information regarding the property. This will allow prospective buyers or developers to print off the information or save it for their use. Please Note: This page does not create a listing in MNCAR or within the MLS. That requires a separate process, but the website will be public and can be linked to the City’s EDA website, BLADEC, etc., for larger public consumption.

CONTACT: The contact page includes contact information for SHC, James and Jennifer Bergman as well as a contact form that automatically generates an email to all three identified contacts. Once the website is live prospective buyers or developers will have a direct contact through this page.

Objectives for June 8th EDA Meeting

SHC will present the live (but password protected) property website. The intent is to walk through the full website and for the EDA to discuss the website and determine when we can push the site “live.” Since we are in prime real estate season, the sooner we can push the site live the more activity and interest we can generate. Also, once live, the website will be continuously updated and monitored, especially the Properties page to ensure it remains current.

MEMO



TO: EDA Board of Commissioners

FROM: James Kramvik, Community Development Director

DATE: June 8th, 2023

RE: Consider VCV Revised Construction Plans for the Industrial Park Lots

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 in the amount of \$227,815. The EDA approved staff to convey the lots to VCV at the September 1st meeting. A requirement for the conveyance of the property included the Authority approving the Construction Plans for the minimum improvements. As part of the purchase agreement, any changes to the Construction Plans would have to be approved by the EDA.

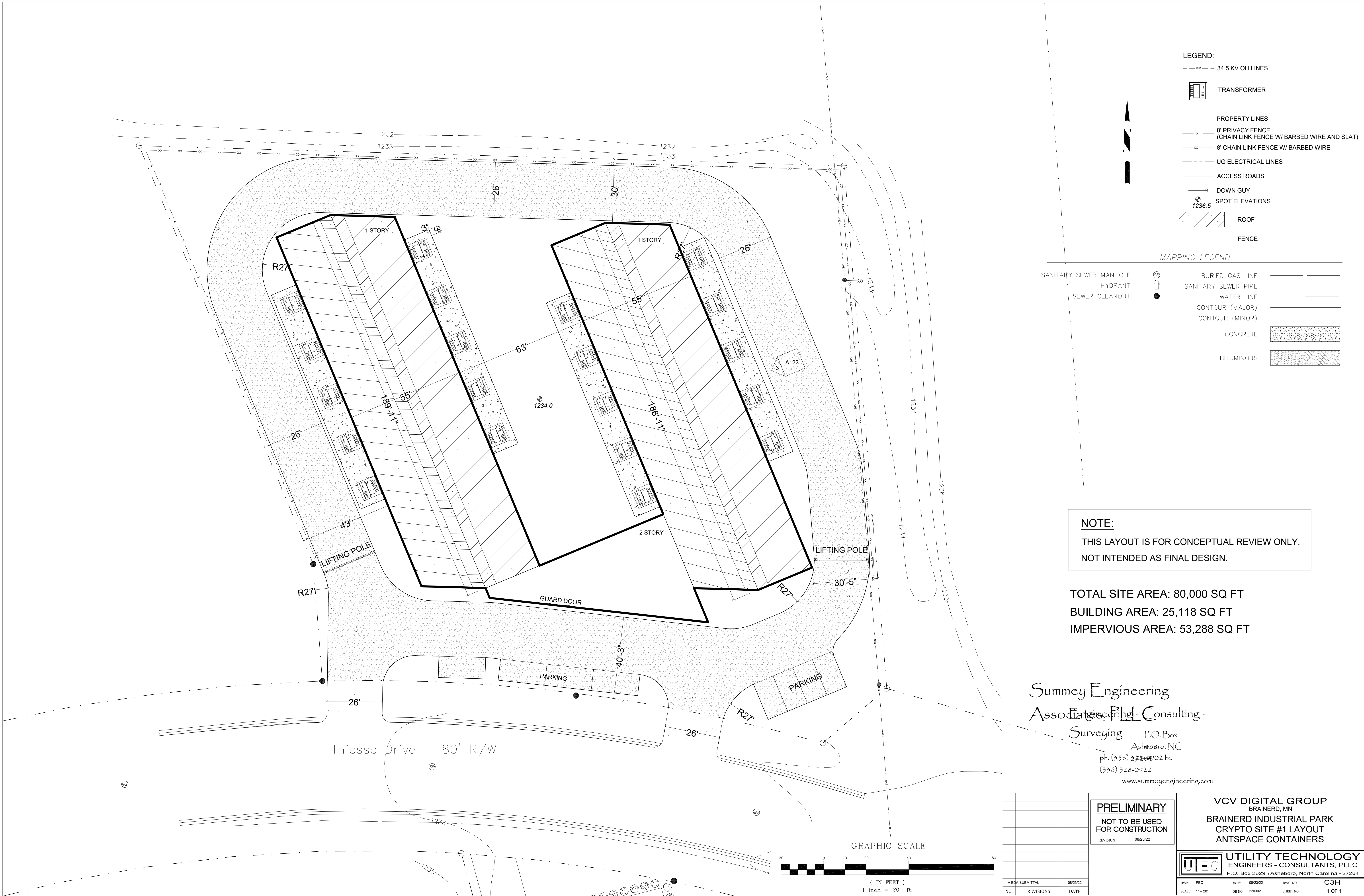
VCV originally proposed plans for both industrial park properties and included site plans for an office building, off-street parking, multiple storage containers that house crypto mining machines, and accessory cooling towers. The proposed plan was considered Outdoor Storage as a Principal Use which is an Interim Use in the General Industrial (GI) District. This required VCV to apply for an Interim Use Permit that was approved by City Council on October 3rd, 2022.

VCV has worked with staff on a redesign for 1911 Thiesse Dr. which includes office space, off-street parking, and warehousing space. The proposed use is permitted in the GI District and the site design adheres to the requirements of the Zoning Code. VCV has not proposed an alternative design for 1918 Thiesse Dr. Staff included the revised Construction Plans for the EDA to review.

- **Screening:** There is no screening requirement for the property as the proposed use is no longer Outdoor Storage. Ground mounted transformers and similar equipment shall be screened on all sides except those facing a building. The orientation and design of the building will screen the majority of the proposed transformers. A chain link privacy fence will be used on the West side of the property to screen the transformers from the right-of-way.
- **Fencing:** VCV proposes an 8' chain link fence around the property. A barbwire security arm will be placed on all fence sections that are not within the front yard which is the first 40' from the front property line in the GI District. Privacy slats will be placed on the West side.
- **Setbacks:** All structures, driveways, and off-street parking meet the setback requirements of the GI District.

- **Driveways and Parking:** The proposed plans indicate the driveways and parking lot will be covered with bituminous asphalt. The GI District is exempt from off street parking requirements.
- **Exterior Building Material:** Metal panels shall not encompass more than an average of fifty (50) percent of street side. VCV is proposing masonry and stucco on the façade of the building.
- **Landscaping Requirements:** Tree planting and parking lot landscape requirements in the GI District are only required along major thoroughfares. This property is exempt from landscaping requirements.
- **Building Official Comments:** The Building Official has no issue with the proposed development at this time. A full set of construction, mechanical, electrical, and plumbing plans will be reviewed prior to issuance of the Building Permit.
- **Fire Department Comments:** The Fire Department worked with VCV on redesigning the turning radius for the proposed driveway. The Fire Department is satisfied with both the width and turning radius of the driveway. An additional fire hydrant will most likely be required on the North side of the property and a fire suppression system will be required in the building.
- **City Engineer Comments:** The City Engineer conducted an initial review of the plans and from a stormwater perspective, there should not be any issues with the plans as presented. They are disturbing more than one acre so a MPCA Construction Stormwater permit will be required for development of the site, but they should not need to provide any additional stormwater rate control or treatment.
- **BPU Comments:** BPU has no concerns at this time with the proposed layout of the property. Utility infrastructure will most likely include overhead electrical lines.

Recommendation: Staff recommend approval of the Construction Plans for 1911 Thiesse Drive, Lot 1 Block 2 Brainerd Industrial Park First Addition.



NOTE:
THIS LAYOUT IS FOR CONCEPTUAL REVIEW ONLY.
NOT INTENDED AS FINAL DESIGN.

TOTAL SITE AREA: 80,000 SQ FT
BUILDING AREA: 25,118 SQ FT
IMPERVIOUS AREA: 53,288 SQ FT

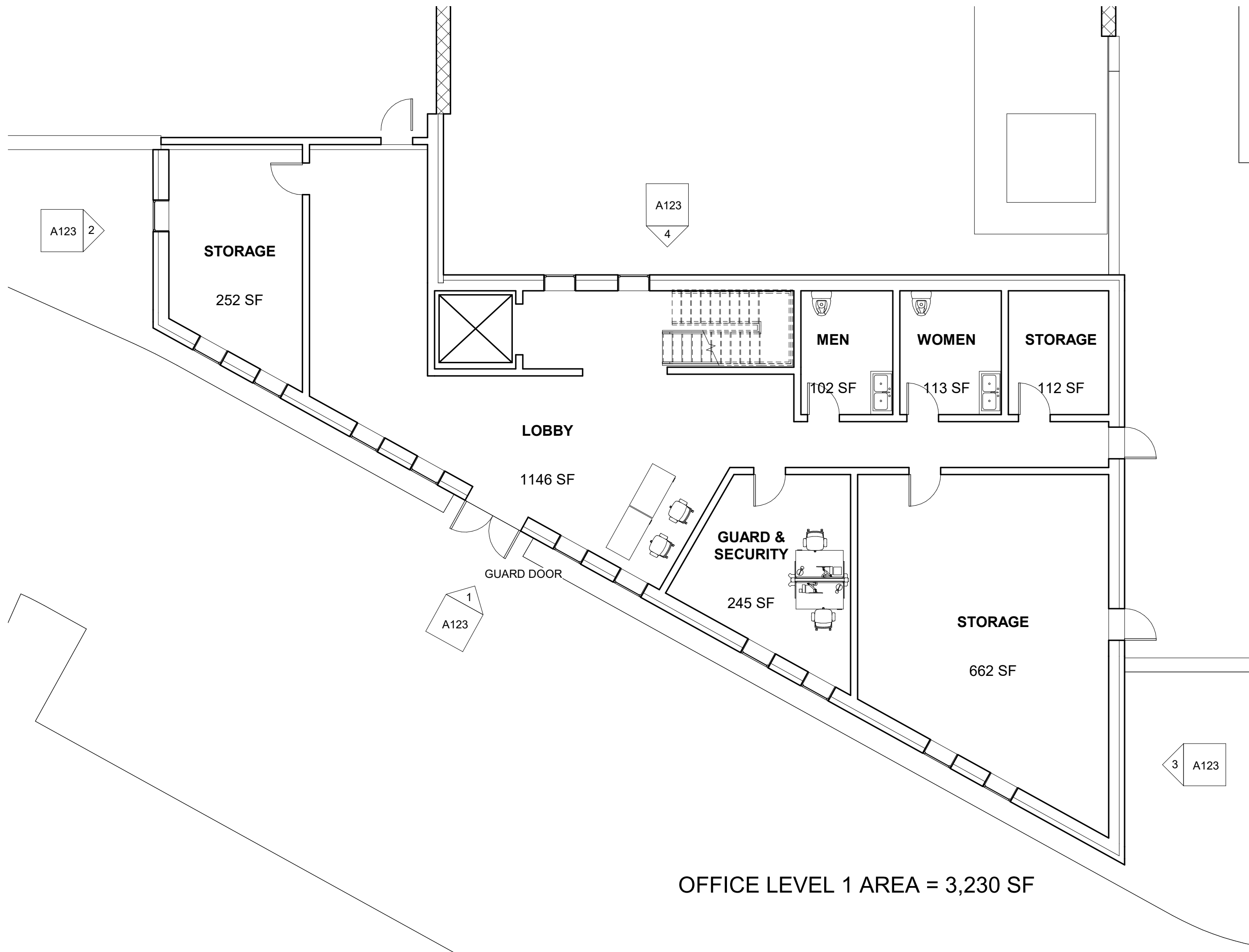
Summey Engineering
Associates, PLLC
Surveying
P.O. Box 2200
Asheboro, NC 27802
ph: (336) 328-0922
www.summeyengineering.com

PRELIMINARY NOT TO BE USED FOR CONSTRUCTION REVISION 08/23/22		VCV DIGITAL GROUP BRainerd, MN BRainerd INDUSTRIAL PARK CRYPTO SITE #1 LAYOUT ANTSPACE CONTAINERS	
A EDA SUBMITTAL NO. REVISIONS DATE		UTEC UTILITY TECHNOLOGY ENGINEERS - CONSULTANTS, PLLC P.O. Box 2629 • Asheboro, North Carolina • 27204	
DATE: 08/23/22		DWG. NO. C3H	
SCALE: 1" = 20'		SHEET NO. 1 OF 1	



				VCV DIGITAL GROUP				BRAINERD INDUSTRIAL PARK CRYPTO SITE #1 LAYOUT ANTSPACE CONTAINERS BRAINERD MN								OWNER	
SCALE: 1" = 20'-0"		DRAWN BY: Designer		CHECKED BY:		DATE: 5/26/2023 10:11:57 AM								CONSULTANT			
PROJECT NO: -		PROJECT NAME:						NO.		DATE		DESCRIPTION		STRUCTURAL ENGINEER			
														CIVIL ENGINEER			
														SURVEY			
SHEET NO: A102		SHEET TITLE: OVERALL FLOOR PLAN - LEVEL 1												SOILS/METHANE			

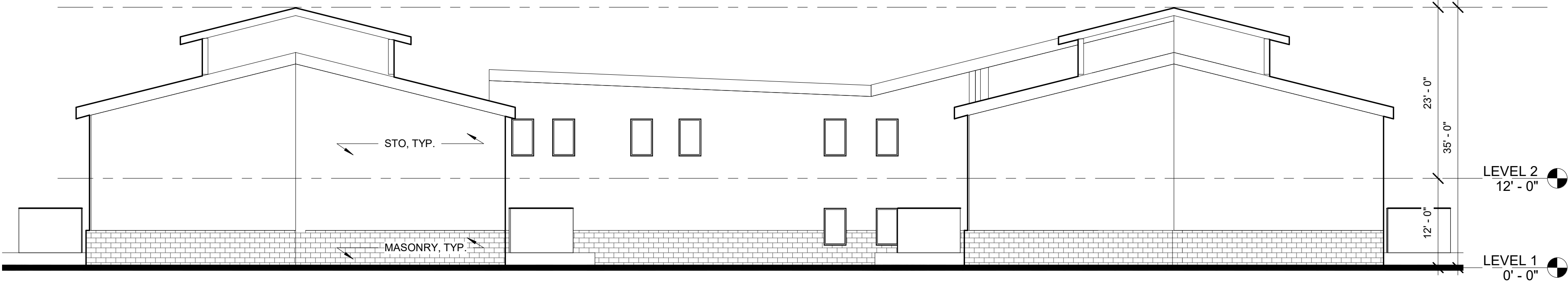
1 ENLARGED FLOOR PLAN - OFFICE LEVEL 1
1/8" = 1'-0"



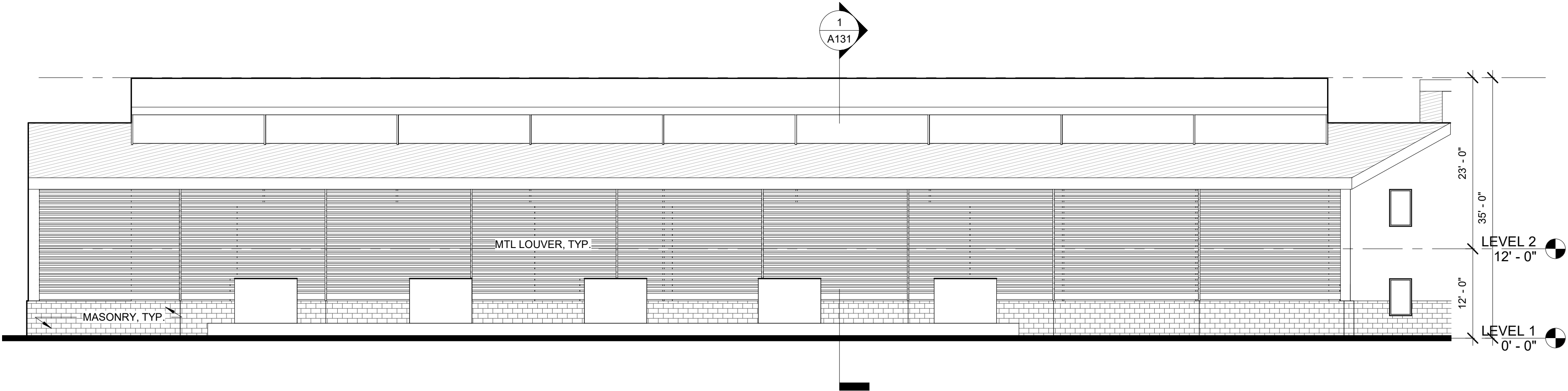
OFFICE LEVEL 1 AREA = 3,230 SF

VCV DIGITAL GROUP BRainerd INDUSTRIAL PARK CRYPTO SITE #1 LAYOUT ANTSPACE CONTAINERS BRainerd MN				CONSULTANT		OWNER	
				NO.	DATE	DESCRIPTION	
SCALE: 1/8" = 1'-0" PROJECT NO: SHEET NO: A11	DRAWN BY: PROJECT NAME: SHEET TITLE: OFFICE GROUND FLOOR	CHECKED BY: DESIGNER PROJECT NAME: SHEET TITLE: OFFICE GROUND FLOOR	DATE: 5/26/2023 10:11:57 AM			STRUCTURAL ENGINEER	
						CIVIL ENGINEER	
						SURVEY	
						SOILS/METHANE	

[illegible]



1 NORTH ELEVATION
3/32" = 1'-0"



2 WEST ELEVATION
3/32" = 1'-0"

OWNER

CONSULTANT

REVISIONS

VCV DIGITAL GROUP

BRAINER INDUSTRIAL PARK
CRYPTO SITE #1 LAYOUT
ANTSPACE CONTAINERS
BRAINER MN

SCALE:
3/32" = 1'-0"

PROJECT NO:
-

SHEET NO:
A121

SHEET TITLE:
OVERALL ELEVATIONS

DRAWN BY:
Designer

CHECKED BY:
Project Manager

DATE:
5/26/2023 10:11:59 AM

NO.

DATE

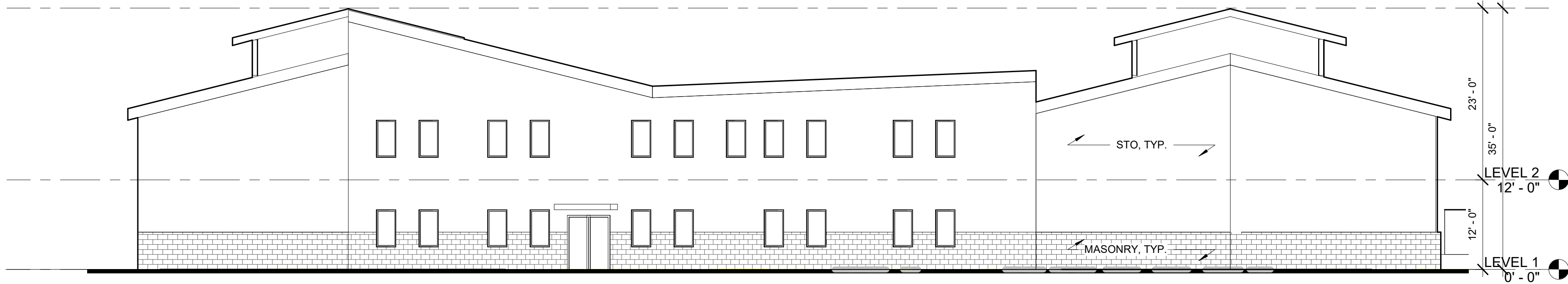
DESCRIPTION

STRUCTURAL ENGINEER

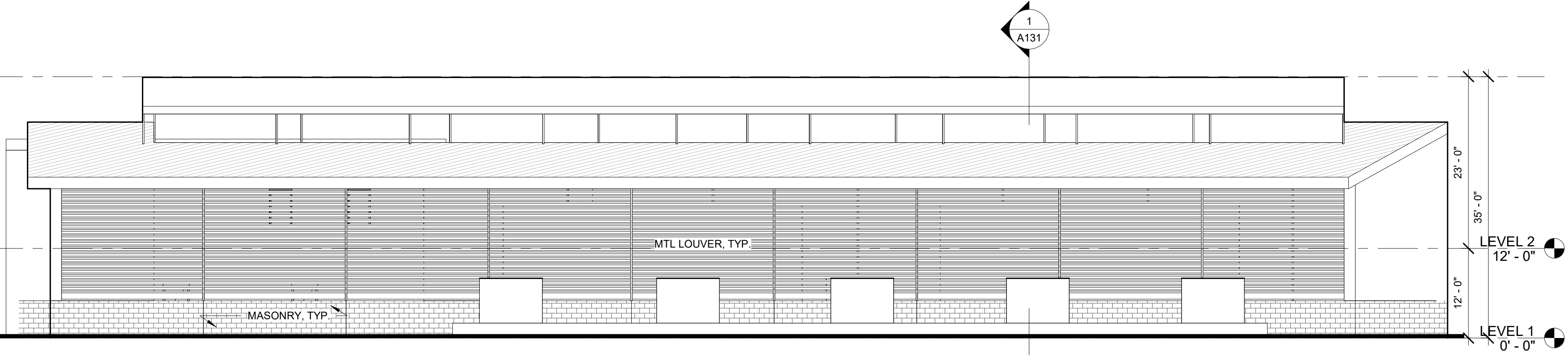
CIVIL ENGINEER

SURVEY

SOILS/METHANE



1 SOUTH ELEVATION
3/32" = 1'-0"



3 EAST ELEVATION
3/32" = 1'-0"

OWNER

CONSULTANT

REVISIONS

VCV DIGITAL GROUP

BRAINERD INDUSTRIAL PARK
CRYPTO SITE #1 LAYOUT
ANTSPACE CONTAINERS
BRAINERD MN

SCALE:
3/32" = 1'-0"

PROJECT NO:
-

SHEET NO:
A122

DRAWN BY:
Designer

CHECKED BY:
PROJECT NAME

DATE:
5/26/2023 10:11:59 AM

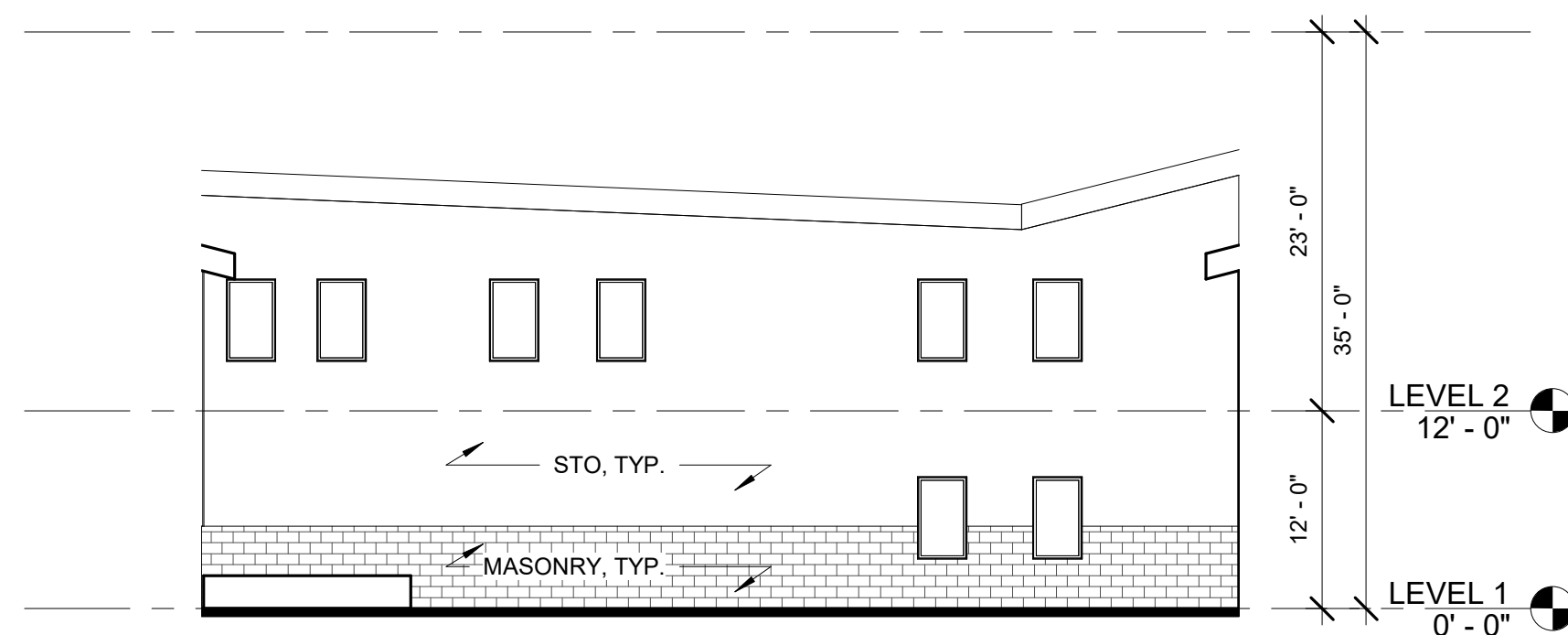
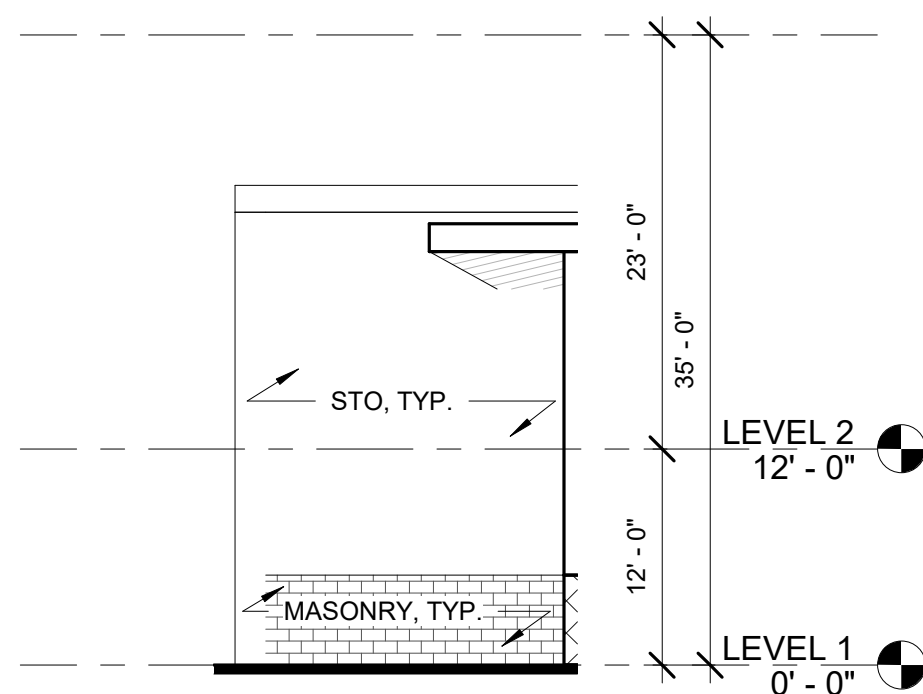
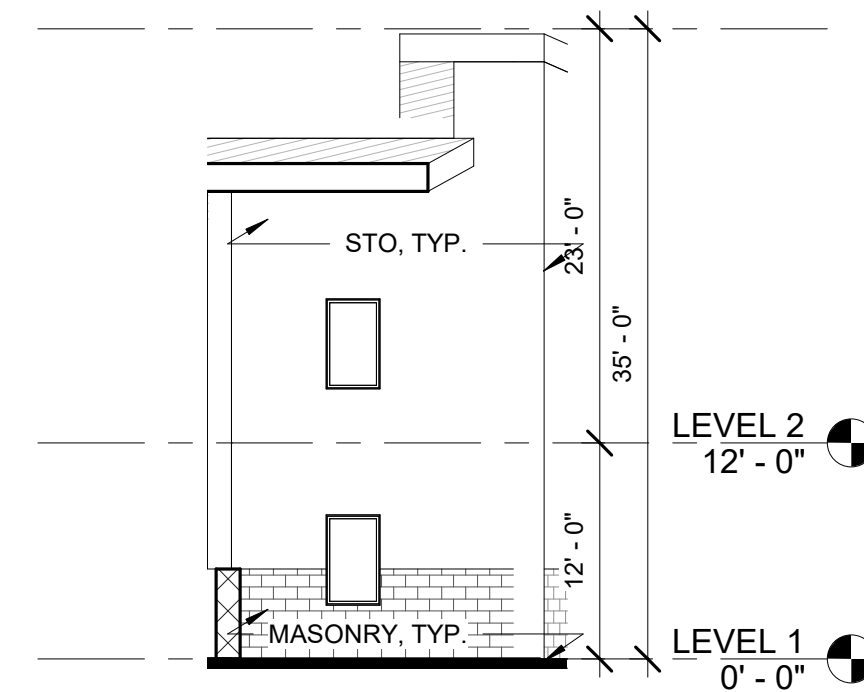
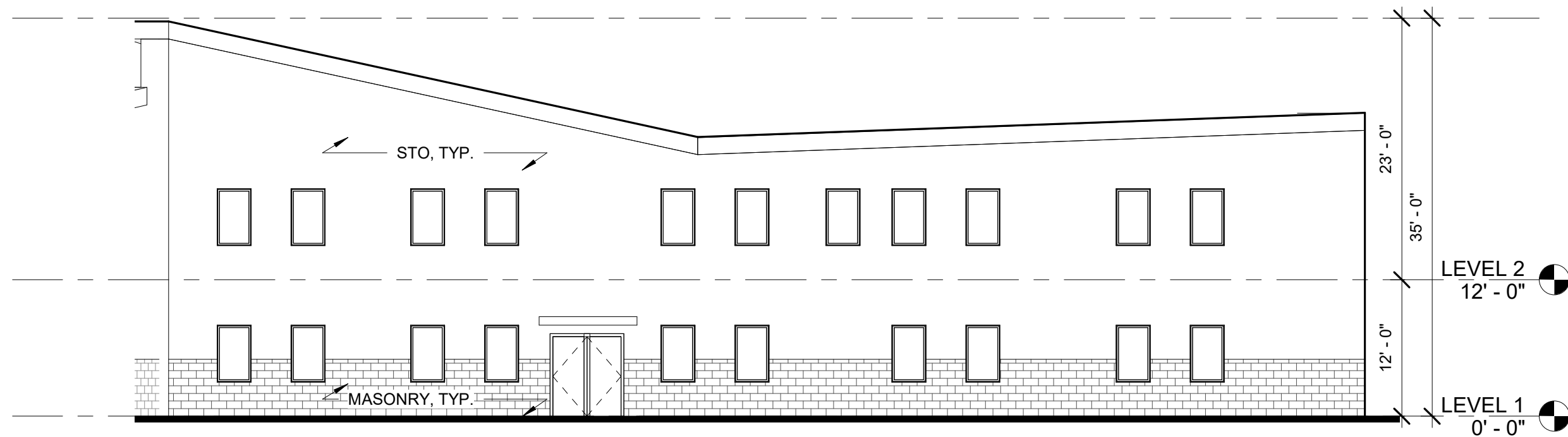
SHEET TITLE:
OVERALL ELEVATIONS

STRUCTURAL ENGINEER

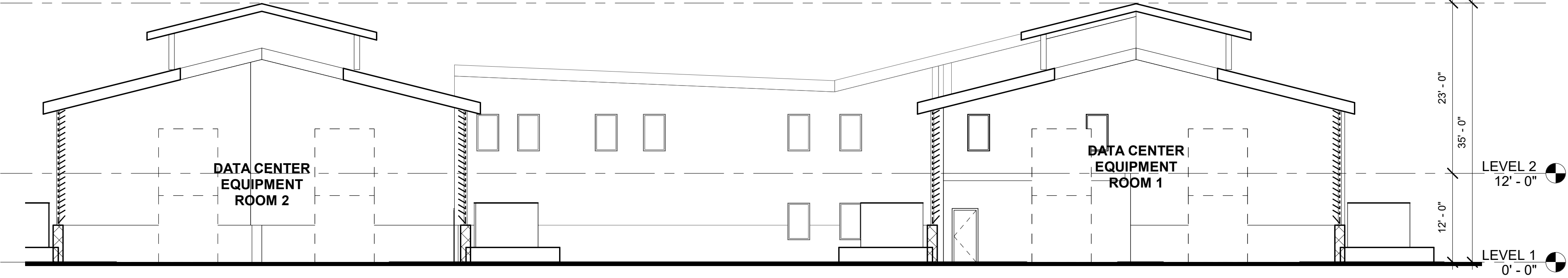
CIVIL ENGINEER

SURVEY

SOILS/METHANE

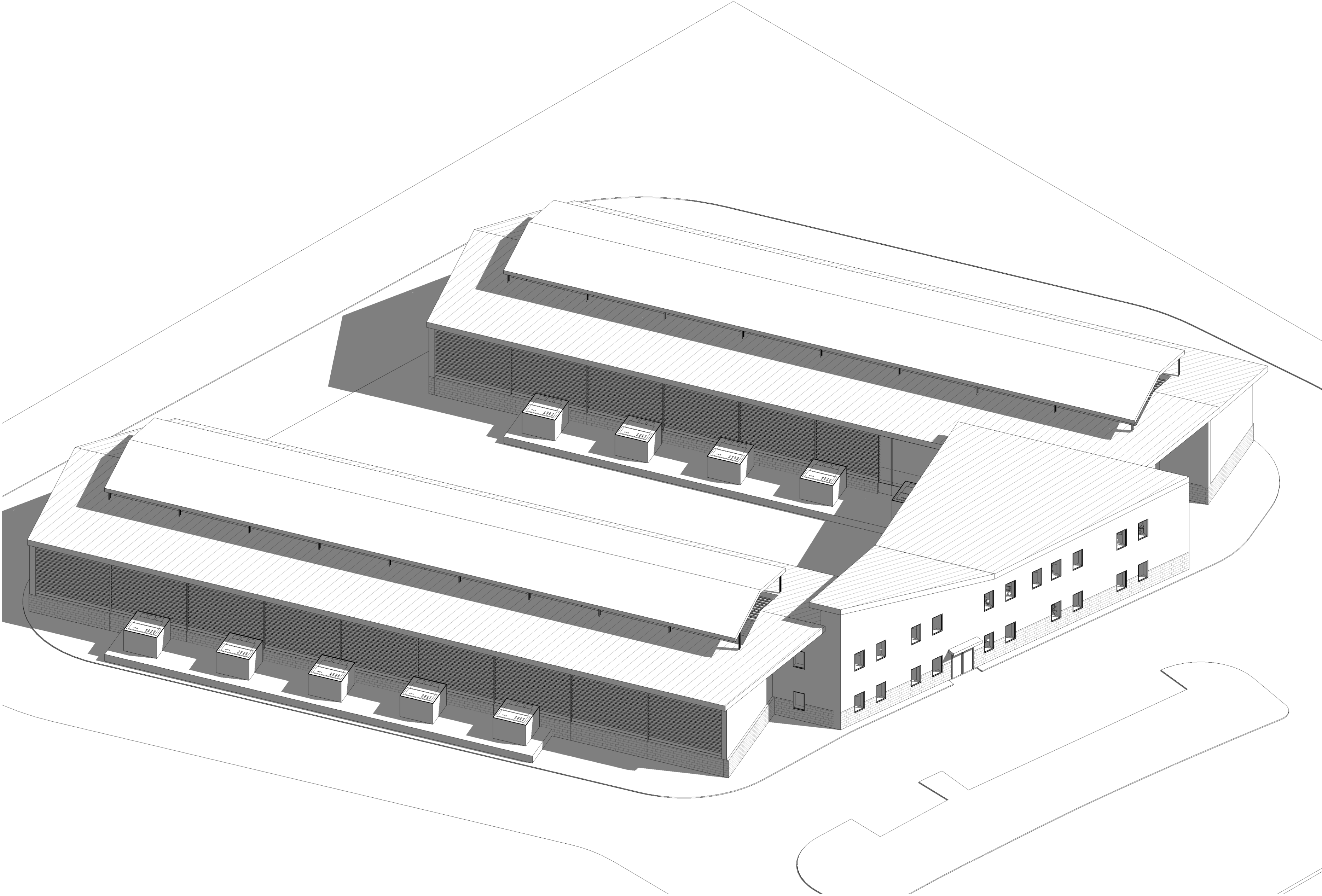


			VCV DIGITAL GROUP			BRAINERD INDUSTRIAL PARK CRYPTO SITE #1 LAYOUT ANTISPACE CONTAINERS BRAINERD MN			OWNER	
SCALE: 3/32" = 1'-0"	DRAWN BY: Designer	CHECKED BY:	DATE: 5/26/2023 10:11:59 AM	REVISIONS			CONSULTANT			
				NO.	DATE	DESCRIPTION				
PROJECT NO: -	PROJECT NAME:	CONSULTANT			OWNER					
SHEET NO: A123	SHEET TITLE: OFFICE ELEVATIONS	CONSULTANT			OWNER					



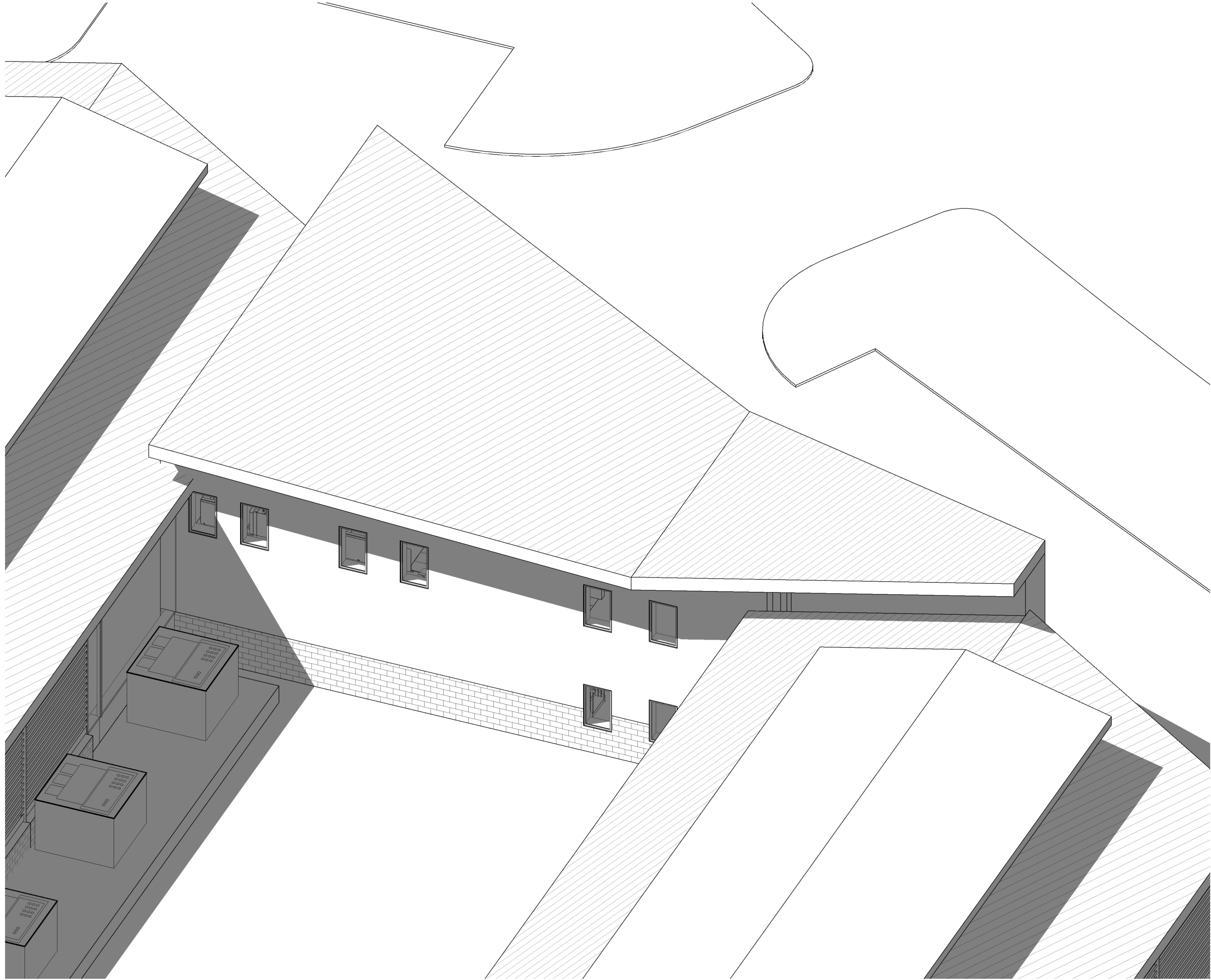
1 BUILDING SECTION
3/32" = 1'-0"

VCV DIGITAL GROUP BRAINERD INDUSTRIAL PARK CRYPTO SITE #1 LAYOUT ANTSPACE CONTAINERS BRAINERD MN				CONSULTANT		OWNER	
				REVISIONS			
				NO.		DATE	
				STRUCTURAL ENGINEER			
				CIVIL ENGINEER			
				SURVEY			
				SOILS/METHANE			
SCALE: 3/32" = 1'-0"		DRAWN BY: Designer		CHECKED BY:		DATE: 5/26/2023 10:11:59 AM	
PROJECT NO: -		PROJECT NAME:					
SHEET NO: A131		SHEET TITLE: E-W SECTION					



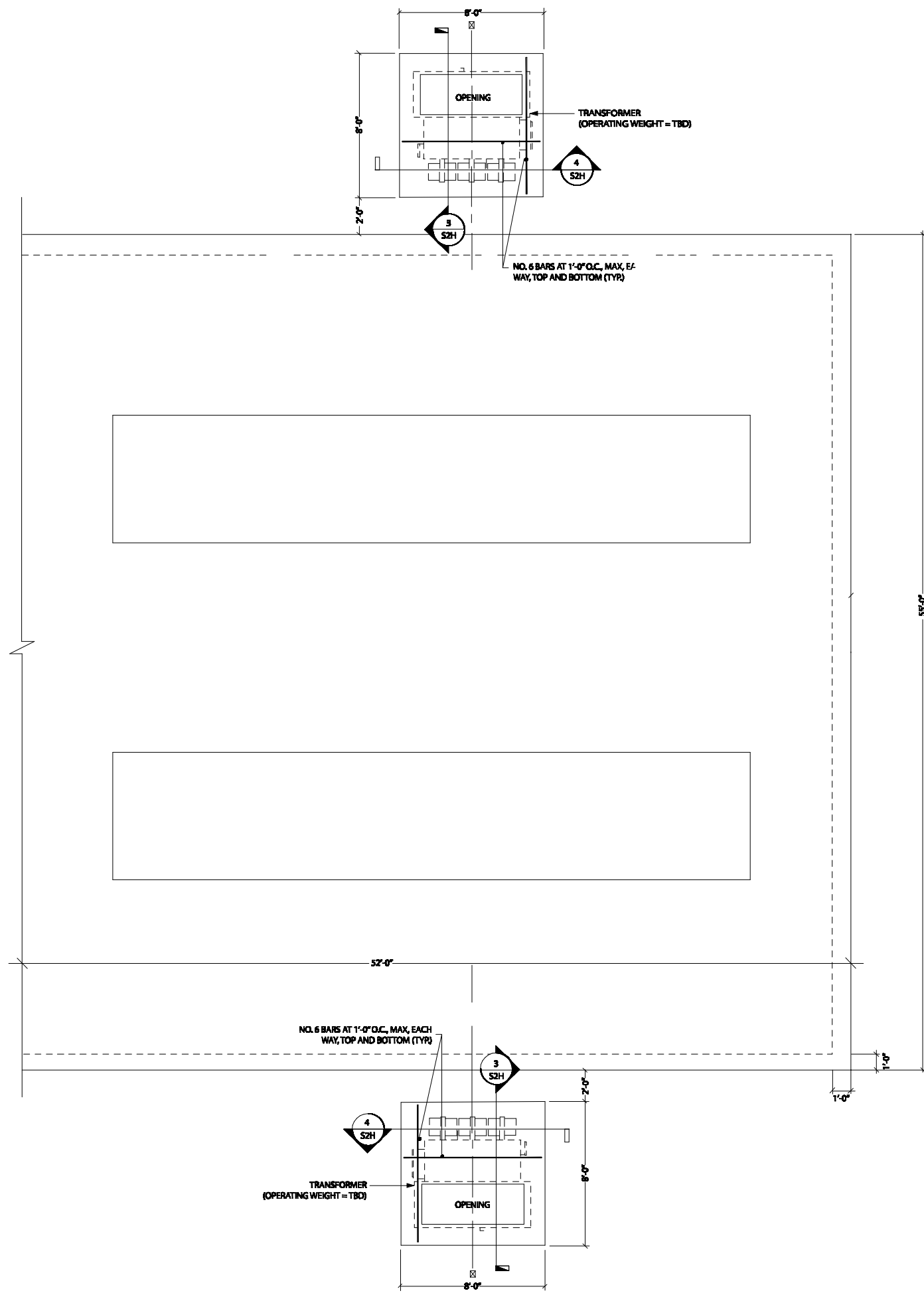
1 SOUTHWEST AERIAL VIEW

VCV DIGITAL GROUP BRainerd INDUSTRIAL PARK CRYPTO SITE #1 LAYOUT ANTSPACE CONTAINERS BRainerd MN				CONSULTANT		OWNER					
				REVISIONS							
				NO.	DATE	DESCRIPTION					
						STRUCTURAL ENGINEER					
						CIVIL ENGINEER					
SCALE: PROJECT NO: - SHEET NO: A141				DRAWN BY: Designer		CHECKED BY:		DATE: 5/26/2023 10:12:01 AM			
				PROJECT NAME							
				SHEET TITLE: OVERALL 3D VIEW							
						SURVEY					
						SOILS/METHANE					

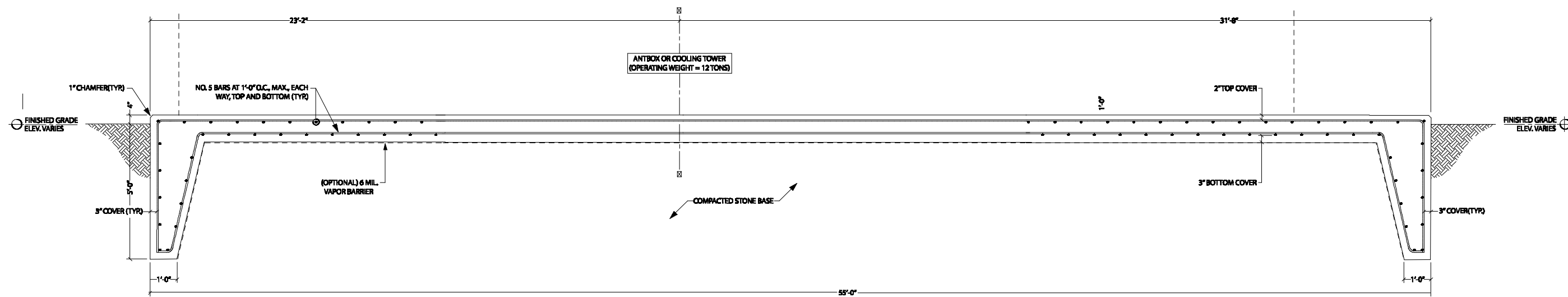


① SOUTHEAST AERIAL VIEW - OFFICE

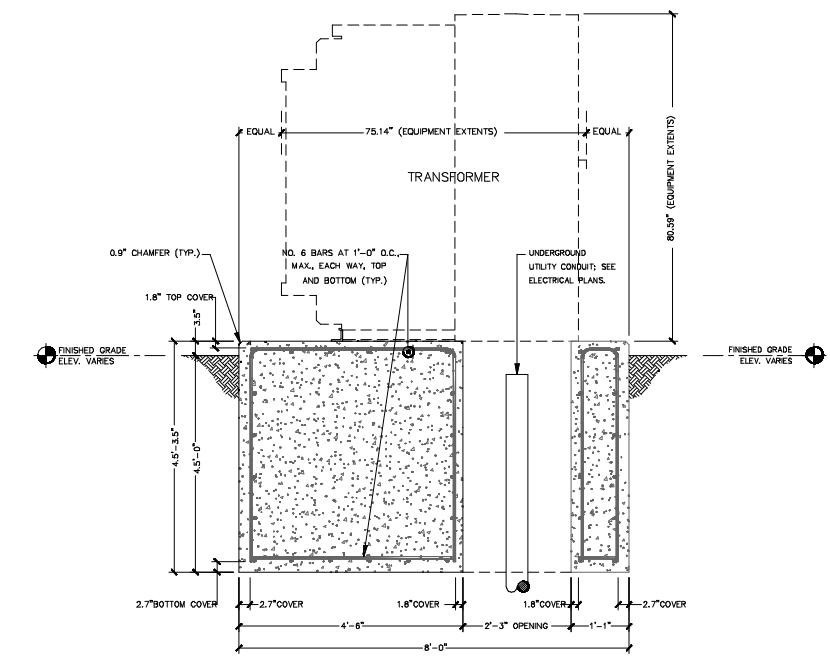
VCV DIGITAL GROUP BRAINERD INDUSTRIAL PARK CRYPTO SITE #1 LAYOUT ANTSPACE CONTAINERS BRAINERD MN				CONSULTANT		OWNER			
SCALE:	DRAWN BY:	CHECKED BY:	DATE:	NO.	DATE	DESCRIPTION	STRUCTURAL ENGINEER		
PROJECT NO:	DESIGNER	PROJECT NAME	5/26/2023 10:12:03 AM				CIVIL ENGINEER		
SHEET NO:	SHEET TITLE:						SURVEY		
A142	OFFICE 3D VIEW						SOILS/METHANE		



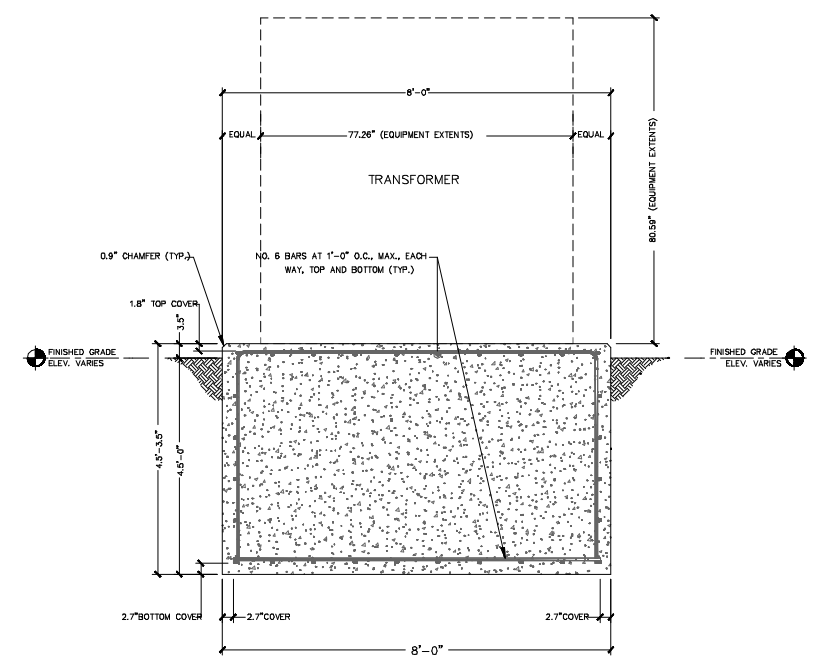
① TYP. FOUNDATION PLAN VIEW
1/8" = 1'-0"



② TYPICAL FOUNDATION SECTION VIEW
1/4" = 1'-0"



③ TRANSFORMER PAD CROSS-SECTIONAL (SIDE) VIEW
1/4" = 1'-0"



THIS PLAN IS FOR CONCEPTUAL REVIEW ONLY. NOT INTENDED AS FINAL DESIGN.

④ TYP. TRANSFORMER PAD SECTION VIEW
1/4" = 1'-0"

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SEA JOB NO. E

NO.	REVISIONS	DATE
1	REVISION	08/23/2022

PRELIMINARY
NOT TO BE
FOR CONSTRUCTION
REVISION 08/23/2022

VCV DIGITAL GROUP
BRAINERD, MN
BRAINERD INDUSTRIAL PARK
CRYPTO SITE
FOUNDATION PLAN

UTILITY TECHNOLOGY ENGINEERS - CONSULTANTS
P.O. Box 28289 • Asheboro, North Carolina • 27204

DWG. NO. **S2H**
DATE: 08/23/2022
JOB NO. 220302
SUBMIT NO. 1 OF 1