



Housing & Redevelopment Authority

Board Meeting Agenda
5:00pm Tuesday July 12th, 2022
Crow Wing County Land Services Building, Pine/Maple Meeting Room
322 Laurel St. Brainerd, MN 56401
Commissioner Craig Nathan attending via WebEx at 8986 Sugarberry Creek,
Brainerd, MN 56401

Join from browser:

<https://brainerdhra.my.webex.com/brainerdhra.my/j.php?MTID=me55bcd8894166430a3cce7bba4e7b70b>

Join by phone: 415-655-0001

Meeting number (access code): 2551 437 0249

Meeting password: TjdgE5w5fN2

"Our mission is to support the creation and preservation of affordable housing, economic development, and redevelopment projects towards a more vibrant Crow Wing County."

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. REVIEW & APPROVAL OF AGENDA**
- 4. REVIEW & APPROVE MINUTES** *(Attachment 1) Pg. 3*
 - a.** Approval of the Tuesday, June 14th, 2022, Meeting Minutes as presented
- 5. REVIEW & ACCEPT FINANCIAL STATEMENTS** *(Attachment 2) Pg. 7*
 - a.** CWC HRA Combined Balance Sheet June 2022
 - b.** CWC HRA Combined Operating Statement June 2022
 - c.** CWC HRA May June Payments
- 6. UNFINISHED BUSINESS**
- 7. NEW BUSINESS**
- 8. REPORTS/UPDATES:**
 - a.** Executive Director *(Attachment 3) Pg. 13*
 - b.** Housing Trust Fund *(Attachment 4) Pg. 15*
 - c.** Brainerd HRA/Rehab Programs *(Attachment 5) Pg. 17*
 - d.** BLAEDC/CREDI *(Attachment 6) Pg. 19*
 - e.** CWC

9. COMMISSIONER COMMENTS

10. NEXT MEETING Tuesday August 9th, 2022

11. ADJOURNMENT

CWC HRA Commissioners

Michael Aulie, Chair - District 5 (12-31-26)

Zach Tabatt, Vice Chair - District 3 (12-31-24)

Michael Morford, Secretary/Treasurer - District 2 (12-31-23)

Richard (George) Burton, Commissioner - District 1 (12-31-22)

Craig Nathan, Commissioner - District 4 (12-31-25)



Housing & Redevelopment Authority

Crow Wing County HRA BOARD MEETING MINUTES 06/14/2022

A regular meeting of the Board of Commissioners of the Housing and Redevelopment Authority (HRA) in and for the County of Crow Wing, Minnesota, was held at the Crow Wing County Land Services Building, Pine/Maple Meeting Room and via Webex video/teleconference at 5:00 p.m., Tuesday, June 14th, 2022.

1. **CALL TO ORDER:** Chair Michael Aulie called the meeting to order at 5:02 p.m.
2. **ROLL CALL:** Present: Commissioners Craig Nathan (via webex), Michael Aulie, and Michael Morford
Absent: Richard (George) Burton, and Zach Tabatt

Others present: Executive Director Eric Charpentier, Finance Director Karen Young, Rehab and Maintenance Director John Schommer, & Rehab Administrative Specialist Kristin Miller.
Absent: BLAEDC Executive Director Tyler Glynn, and Crow Wing County Administrative Services Director Deborah (Debby) Erickson.

3. **REVIEW AND APPROVE AGENDA:**

Moved and seconded by Commissioners Morford and Nathan to approve the agenda as presented for the June 14th, 2022, board meeting. All commissioners were in favor, and none were opposed. The agenda was approved.

4. **REVIEW AND APPROVE MINUTES:**

Moved and seconded by Commissioners Nathan and Morford to approve the minutes from the May 10th, 2022, board meeting. All commissioners were in favor, and none were opposed. The minutes were approved.

5. **FINANCIAL:**

- a. **REVIEW and ACCEPT FINANCIAL STATEMENTS:**

The financial information for May 2022 was presented by Karen Young.

Level Contracting Closing

Reflected in the May financial statements is the closing that took place for the purchase of the five lots - two lots in Brainerd Oaks and three lots in Serene Pines for a total of \$59,286.93 as approved at the March meeting. Of this, \$11,500 went to the City for SAC/WAC/Park Fees, \$44,271.98 went to the City in lieu of assessments, and \$1,008.15 were for closing costs. We were reimbursed for direct costs of \$2,506.80. With this closing, 78% of the total lots have been purchased by the developer.

Commissioner Nathan moved to approve the May financial statements as submitted, followed by a second from Commissioner Morford. Upon roll call, all commissioners voted in favor of the motion, and none were opposed. The motion carried.

6. UNFINISHED BUSINESS:

7. NEW BUSINESS:

8. REPORTS:

a. Executive Director:

Strategic Planning Session Update:

Our strategic planning session was held on May 19th. Thank you to our commissioners and staff that sat in on the session. There were several great ideas and I think the goals that will come out of the session are all things that we can work towards in the coming year and beyond. I am continuing to work with Bruce Miles to put together a goal sheet and will then work with staff to finalize that. I plan on presenting that at our regular July meeting.

Budget Session and Strategy:

Our yearly budget is typically presented at our August board meeting ahead of the County budget sessions where they set their preliminary levy. As we look forward to our budget planning, staff is recommending that the board hold a separate budget workshop to go through our funding for the upcoming year and discuss our levy request to the County.

b. Housing Trust Fund:

John and I recently met with the County Administrator, a couple of County Commissioners and BLAEDC to review the Housing Trust fund and give updates on projects that are in our pipeline. We received good feedback from our partners, and we are aware of the importance of getting projects funded in the short term. I will be attending a meeting with City administrators in the County at their upcoming meeting in July to educate this group on the availability of the fund and to build connections with them, so we are a first thought when developers approach them. Tyler with BLAEDC and I will be working on drafting a worksheet or checklist of ideas to help administrators and their staff field and respond to inquiries from developers that may contact them about interest in building housing. We will also be reviewing land that is available for development with each City in the coming months. These are good strategies to keep building our project pipeline to create more development opportunities.

We will be meeting with this group again in one year to discuss our progress and we are confident that we will have projects being funded by then.

I recently met with real estate lenders at Deerwood Bank to educate their staff about our down payment assistance program. There was great dialogue with their staff and excitement about the program. We continue to look for opportunities to sit down with

banks, realtors, and other organizations within the County to cross market the fund. I will be speaking with the Sertoma service organization in the coming months as well. We recently received a development request for a project that would build a number of twin homes on a 5-acre parcel that is currently owned by the Brainerd HRA. Site plans and a plat drawing has been completed by the developer and we anticipate a formal application to be submitted for our review. This would be our first formal applicant for our development program! We are optimistic about the project and will work to get this opportunity in front of this board for review in July. I recently spoke with another new developer that was referred on by one of our commissioners. We appreciate any referrals that come from our community members and our board. Thank you for keeping our programs in the front of your minds as you are out having conversations in the community.

c. Brainerd HRA/Rehab Programs:

Emily SCDD

8 Owner occupied projects complete
2 Project is construction

Garrison SCDD

1 Owner Occupied Rehab project out for bid
1 Owner Occupied Rehab reviewing Work Write Up/Contractors for Bidding
1 Owner Occupied Application is in process
3 Owner Occupied Applications mailed
1 Commercial Rehab project is waiting for owner to review the work write up
3 Commercial Application in collection of documents
1 Commercial Application Requested and Mailed

Jenkins SCDD

1 Owner Occupied Rehab reviewing Work Write Up/Contractors for Bidding
4 Owner Occupied Rehab Applications mailed

MHFA

4 Projects are in construction
1 Scheduled to sign
1 Out for Bid
4 Applications are in process
7 Applications mailed out

Housing Trust Fund

7 Owner Occupied Rehab Applications Mailed
1 Owner Occupied Rehab reviewing Work Write Up/Contractors for Bidding
2 Owner Occupied Rehab Out for Bid
4 Rental Rehab Applications Mailed
1 Down Payment Assistant Application in process per Deerwood Bank

Brainerd Oaks/Serene Pines/Dalmar Estates

Development	Total	# Sold to Developer	# Sold to End Buyer	For Sale	In Construction
Brainerd Oaks	81*	64	57	0	8
Serene Pines	23	16	16	0	0
Dalmar Estates	7	3	1	0	2

**Originally 83 lots, 2 have been merged/combined into a single parcel*

d. BLAEDC/CREDI:

Staff time billing reports were presented for May 2022.

e. CWC:

Charpentier presented Erickson overview of all happenings in Crow Wing County.

- Our budget process is starting for 2023. We are committed to bringing in a total levy request of less than 3% increase
- We received our second tranche of ARPA funding so we have received the full \$12 million. No new projects have been authorized since I last reported, but the board continues to assess where and how the funds can be deployed to provide the most impact.
- County Board of Equalization meetings are continuing this week. Typically have a few hours with 10 or less people appealing their value. This year, the board is meeting for 5 days to hear appeals from 58 people.
- Road and bridge projects continue on schedule throughout the county. The roundabout on Wise and Beaver Dam is still on schedule to be complete and the road re-opened in July.
- Filings for office closed on May 31st. There is a primary in District 3 (Barrows) with 5 candidates running for that seat. Commissioner Brekken has decided not to run for re-election; there are two people who have filed for that seat. District 4 (Franzen) has a challenger running against Commissioner Franzen. The primary election will be on August 9th and the general election November 8th.

9. HRA Commissioner Comments:

An email will go out to the commissioners to set up a Budget meeting date. (Not Mon Aug 1st)

10. NEXT MEETING: Tuesday, July 12th, 2022

11. ADJOURNMENT:

Commissioner Morford made a motion to adjourn the meeting. Commissioner Nathan seconded the motion. All commissioners voted in favor of the motion, and none were opposed. The motion was approved, and meeting was adjourned at 5:55 p.m.



Housing & Redevelopment Authority

To: CWC HRA Board Members

From: Karen Young, Finance Director

Date: July 6, 2022

Re: Review and Accept Financial Statements

Please find attached the financial information for June 2022.

CWC HRA Levy

Reflected in the June General Fund Financial Statements is the deposit of \$265,760.67 in Property Tax Revenue (levy). The second deposit of \$144,564.95 was deposited in July for total deposits of \$410,325.62. The total levy amount for 2022 is \$729,500. The second half property tax settlement will be in December.

Housing Trust Fund (HTF) – Homebuyer Assistance Program

Reflected in the June Financial Statements is the first loan out of the HTF for \$20,000. This loan is a 0% interest, 30-year term with no payments of principal required until the term of the loan or if a default should be triggered.

Tax Forfeit Property Closing

Reflected in the June Financial Statements is the closing that took place for the sale of Lot 2, Block 2 Jasperwood East in Baxter to Lakes Area Habitat for Humanity as approved at the May meeting. The total sales price received was \$2,374.84.

2023 Budget Preparation

The 2023 budget will be presented for approval at our August meeting. Staff would like to have a discussion regarding the 2023 budget and set a budget workshop date.

Action Requested: Accept the June financial statements as submitted.

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Date/Time joe
7/7/2022

8:11:38 AM

**Crow Wing County
CWC HRA Combined Balance Sheet
June, 2022**

	Cumulative
ASSETS	
550-000-1129.210 Cash Gen Fund	260,859.16
550-001-1129.210 Cash CWC SCDP	63,884.51
551-002-1129.210 Cash RLF TIF	392,697.64
556-000-1129.210 Cash Development Fund	-1,568.16
557-000-1129.210 Cash Tax Forf Property	-2,978.95
558-000-1129.210 Cash HTF	971,092.76
551-002-1141.000 Loans Rec RLF TIF	29,128.49
558-000-1141.000 HTF Loan Receivable	20,000.00
556-000-1450.000 Land Held for Resale	236,511.70
TOTAL ASSETS	<u>1,969,627.15</u>
LIABILITIES	
550-000-2112.000 A/P Other	-975.00
556-000-2600.000 Def Inflow of Res - Dev	-236,511.70
TOTAL LIABILITIES	<u>-237,486.70</u>
SURPLUS	
550-000-2700-000 Net Income	-153,852.12
550-000-2806.000 Retained Earnings	-1,578,288.33
TOTAL SURPLUS	<u>-1,732,140.45</u>
TOTAL LIABILITIES & SURPLUS	<u>-1,969,627.15</u>
Proof	0.00

Crow Wing County
CWC HRA Combined Operating Stmt
June, 2022

	Current Period	Current Year	Year To Date Budget	Variance
INCOME				
550-000-3610.000 Investment Earnings	-17.32	-46.21	0.00	-46.21
550-000-3690.000 Other Revenue	-100.00	-285.50	0.00	-285.50
550-000-3691.000 Property Tax Revenue	-265,760.67	-265,760.67	-354,500.00	88,739.33
551-002-3610.000 RLF TIF Interest Rev	-161.38	-1,022.41	-890.04	-132.37
556-000-3696.000 Development Revenue	0.00	-85,539.95	-95,599.98	10,060.03
557-000-3696.000 TFP Revenue	-2,374.84	-2,874.84	-4,999.98	2,125.14
TOTAL INCOME	-268,414.21	-355,529.58	-455,990.00	100,460.42
EXPENSE				
550-000-4110.000 Administrative Salaries	525.00	1,875.00	2,250.00	-375.00
550-000-4130.000 Legal	0.00	0.00	4,999.98	-4,999.98
550-000-4140.000 Staff Training	0.00	0.00	750.00	-750.00
550-000-4150.000 Travel	0.00	43.07	124.98	-81.91
550-000-4171.000 Auditing Fees	0.00	7,140.00	7,140.00	0.00
550-000-4172.000 Management Fees	12,500.00	75,000.00	75,000.00	0.00
550-000-4190.000 Other Administrative	0.00	0.00	100.02	-100.02
550-000-4500.000 TIF Expense	0.00	30.00	300.00	-270.00
550-000-4510.000 Insurance	0.00	2,703.00	2,600.00	103.00
550-000-4540.000 Employer FICA	40.17	143.46	175.02	-31.56
550-000-4590.000 Other General Expense	2,847.09	4,799.59	13,002.00	-8,202.41
550-001-4600.000 CWC SCDP Expense	0.00	20,000.00	13,500.00	6,500.00
556-000-4600.000 Development Expense	2,081.00	86,443.91	95,599.98	-9,156.07
557-000-4600.000 TFP Expense	648.00	907.52	4,999.98	-4,092.46
558-000-4600.000 HTF Expense	562.10	2,591.91	20,000.04	-17,408.13
TOTAL EXPENSE	19,203.36	201,677.46	240,542.00	-38,864.54
NET INCOME(-) OR LOSS	-249,210.85	-153,852.12	-215,448.00	61,595.88

**Crow Wing County HRA
June 2022 Payments**

Payment Number	Payment Date	Vendor	Description	Check Amount
903	6/17/2022	John Schommer	Mileage	\$4.10
24667	6/2/2022	Big River Group, LLC	Strategic Planning 2nd half	\$1,952.50
24675	6/2/2022	Kennedy & Graven, Chartered	Serene Pines & Jasperwood Habitat Legal Fees	\$2,729.00
24677	6/2/2022	Mickey's Pizza & Subs	Strategic Planning Lunch	\$44.59
24679	6/2/2022	Miller Testing & Consulting LLC	LBP Assessment Housing Trust Fund	\$450.00
24687	6/16/2022	Baker Tilly Municipal Advisors, LLC	Bond Reporting West Grove	\$850.00
24705	6/16/2022	Kennedy & Graven, Chartered	Housing Trust Fund Legal	\$108.00
24706	6/16/2022	Lakes Area Habitat for Humanity	Holding Costs Jasperwood	\$1,000.00
24731	6/30/2022	Edina Realty Title	Housing Trust Fund Down Payment Assistance Loan	\$20,000.00
Total				\$27,138.19

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Housing & Redevelopment Authority

To: CWC HRA Board Members
 From: Eric Charpentier, Executive Director
 Date: July 7th, 2022
 Re: Executive Director Report

Area Administrator Luncheon:

We have been invited to the area City Administrator and City Clerk group meeting on July 21st to discuss the Housing Trust Fund as well as talk about the housing shortage in general, in Crow Wing County. Tyler with BLAEDC will also be there to discuss initiatives that their agency is working towards for housing as well. We are excited to be invited to this group of administrators to peak interest in our programs as well as get feedback on what our townships and cities are struggling with and/or planning for in the next 12-24 months.

Mainstreet Revitalization Program:

The Brainerd HRA board approved using up to \$20,000 in board designated funding to be utilized as matching grants for applicants for DEED's Mainstreet Revitalization Program. DEED has given the Initiative Foundation approximately \$4.5 million dollars for their service area to infused for revitalization projects in specified project areas. Of those funds, the Initiative Foundation has authorized \$765,500 to be used for projects in Brainerd, specifically in their River to Rail corridor. These grants funds are a 30/70 match and the funds that our board has authorized using are intended to be used for businesses with projects under \$50,000 and that funding will be utilized as part of the 70% match that the business/building owner needs to infuse. The Brainerd EDA also authorized use of \$80,000 from their ARPA funds to also go towards the match. The funds from the HRA will still need to be within the scope of MN Statute 469 but the agency is excited to be able to help move some of the smaller projects forward with these grant dollars. More information will be coming out in the coming weeks for this program and BLAEDC has created the application for program. We anticipate projects being authorized and approved by early October, and

if Brainerd has more projects than can be funded, the Initiative Foundation is hopeful that they can request additional funds from the state.

Action Requested: No action requested, for informational purposes only



Housing & Redevelopment Authority

To: CWC HRA Board Members
 From: Eric Charpentier, Executive Director
 Date: July 12th, 2022
 Re: Housing Trust Fund Report

Our first Housing Trust Fund loan was scheduled to close on July 7th. This was a down payment assistance loan in the amount of \$20,000. We are thrilled to finally have our first funded project. This loan is being used to help a borrower purchase their home in Crow Wing County for a family of 4. The lead bank on this loan is Deerwood Bank which is also where we received this referral to our program from. We are finalizing the onboarding process with Mid MN Federal Credit Union for servicing and expect that to be onboarded with them in July. I am thankful for our staff in getting to this positive point in our program. A large thanks goes to John and Karen for getting the wheels going on this program and seeing it through. Another thank you goes to Kristin for working with the borrower and with the bank to get all of the paperwork we needed to verify the project before approval.

We have also approved our first owner-occupied rehab loan. We are waiting for our loan paperwork to be drafted and then we will be scheduling that closing. This will be for a household of 1 in the Crosby area with a project total around \$24,000.

There are additional loan requests in our pipeline that we continue to work through the process on and we are happy with the momentum that we are starting to build. We continue to talk with developers and landlords to get the message out about our programs as we hope to find a willing participant for our developer funds.

Action Requested: No action requested, for information only.

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Housing & Redevelopment Authority

To: Brainerd HRA Board Members
From: Kristin A. Miller, Rehab Administrative Specialist
Date: July 7, 2022
Re: Rehab Programs Report

Emily SCDP

8 Owner occupied projects are complete
1 Completion Walk Through Scheduled
1 Projects are in construction

Garrison SCDP

2 Owner Occupied Rehab project out for bid
1 Owner Occupied Application is in process
3 Owner Occupied Applications mailed
1 Commercial Rehab project is waiting for asbestos test
4 Commercial Application in collection of documents

Jenkins SCDP

1 Owner Occupied Rehab out for Bidding
4 Owner Occupied Rehab Applications mailed

MHFA

4 Projects are in construction
2 Completed Paperwork Signing
3 Applications are in process
10 Applications mailed out

Housing Trust Fund

1 Down Payment Assistance Closing 7/7/22
5 Owner Occupied Rehab Applications Mailed
1 Owner Occupied Rehab Out for Bidding
1 Owner Occupied Rehab Scheduled to Close
4 Rental Rehab Applications Mailed

Brainerd Oaks/Serene Pines/Dalmar Estates

Development	Total	# Sold to Developer	# Sold to End Buyer	For Sale	In Construction
Brainerd Oaks	81*	64	57	0	8
Serene Pines	23	16	16	0	0
Dalmar Estates	7	3	1	0	2

**Originally 83 lots, 2 have been merged/combined into a single parcel*

2022 CWC HRA BLAEDC/CREDI STAFF TIME - JUNE

Attachment 6



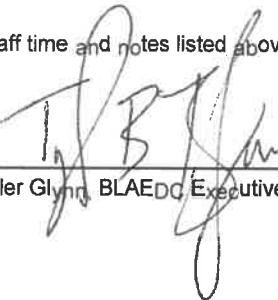
Date Range: 6/1/2022 - 6/30/2022

Project Group	Project	Date	Comment	Hours	Amount
Crow Wing County HRA					
	CWC HRA-Redev	Redevelopment Projects			
		6/3/2022	email and phone conversations with Crosby development owners and local lender to secure additional funding for project as cost have increased significantly. This particular project is for the redevelopment of an old church building. Some of the gap funding has been provided by the Unified Fund	2.00	\$300.00
		6/13/2022	Phone call with potential buyer of restaurant in Pequot Lakes, buyer needs to complete additional due diligence to purchase building for redevelopment. BLAEDC staff will work with the city and county to determine next steps in process, as building has not been open for multiple years and has issues.	1.50	\$225.00
		6/14/2022	phone conversation with Emily city clerk and potential daycare center in the city. Owner is working with IRR to secure funding to access funds that will allow her to redevelop the property to open daycare. IRR has funds to assist but must work through city staff to secure funding which city clerk has never done. BLAEDC staff will assist.	1.50	\$225.00
		6/15/2022	Phone conversation and review of application for funding through IRR has funds to assist but must work through city staff to secure funding which city clerk has never done. BLAEDC staff will assist.	1.00	\$150.00
		6/16/2022	email and phone conversations with business owner in rural Emily who would like to sell his current building to a new buyer who would redevelop it to suit his small business. Owner is currently looking at a building outside Breezy Point to move his business and redevelop it to fit his needs and move his operation closer to his residence.	1.50	\$225.00
		6/20/2022	phone correspondence with 3 local developers regarding Pequot Lakes housing opportunities.	2.00	\$300.00
		6/22/2022	email correspondence with local individuals around downtown Brainerd housing opportunities and potential use of housing trust fund dollars.	1.50	\$225.00
		6/28/2022	further communication with Emily city clerk regarding process to secure funding for demolition and redevelopment of local building for childcare center.	1.50	\$225.00
		6/30/2022	phone conversation and email correspondence with Crosby business owner who is working to secure IRR funding for building demolition and redevelopment.	2.00	\$300.00
		6/1/2022	Crosslake EDA meeting with 2 local housing developers discussing opportunities in Crosslake for multi-family housing and available land, financing options, city involvement, county involvement as well. Staff discussed all options including CWC HRA Housing Trust fund. Staff time to prepare reports and attend meeting.	3.00	\$450.00
		6/2/2022	Meeting with developer for opportunities in Crow Wing County. Review of available commercial properties to entice new companies and significant redevelopment. Site selectors were part of the meeting to discuss what is available in the area.	2.50	\$375.00
		6/3/2022	Meeting and tour of building in Baxter that has been leased and undergoing redevelopment and lease hold improvements to accommodate new business. Funding was provided to assist with costs associated with redevelopment. Tour was attended by BLAEDC staff and city staff.	2.50	\$375.00

6/6/2022	Staff presentation at the Breezy Point city council meeting. BLAEDC was asked to work with city staff to identify redevelopment and housing opportunities that are available to market inside the city limits. Staff reports, attendance and presentation to the council while working on a long term plan for the city.	3.50	\$525.00
6/7/2022	Presentation at Baxter EDA meeting. BLAEDC staff are working with the city to market opportunities for commercial developments with the city owned commercial properties for possible commercial development, housing opportunities. Staff time to prepare, present and attend.	2.50	\$375.00
6/8/2022	Housing Trust Fund meeting with Crow Wing County administrator and County Commissioners to discuss uses of the Trust Fund. Meeting for BLAEDC staff regarding housing opportunities at CLC.	4.00	\$600.00
6/10/2022	Developer meeting in Crosslake. City staff, EDA staff and potential investors from the city of Crosslake were present to hear a proposal from a developer looking to develop multi-family housing in Crosslake. Next steps will be to bring information to planning and zoning in Crosslake.	2.50	\$375.00
6/14/2022	BLAEDC staff time to prepare monthly reports for CWC HRA board meeting.	2.00	\$300.00
6/15/2022	Multiple meetings in Crosby and Ironton to tour facilities that are moving through there redevelopment projects and to meet with developer who is looking for assistance from IRR and city to redevelop and demolition costs for building. Also toured land that is being looked at for housing opportunities in Ironton. Matter is still before city council.	3.00	\$450.00
6/16/2022	Meetings with Pequot Lakes EDC staff who are handling the housing opportunities in Pequot Lakes. Toured the city to review open lots for housing and also toured a empty storefront that is open for redevelopment. Visited finished building downtown that has been redeveloped and now open for business.	2.50	\$375.00
6/20/2022	BLAEDC staff presented opportunities for funding with YMCA staff and board. Daycare center needs additional funding to continue moving forward with redevelopment of downtown Brainerd building that has been purchased. Y leadership and board are looking to secure additional funding to make project happen.	2.50	\$375.00
6/21/2022	Pequot Lakes EDC meeting. BLAEDC staff time to prepare reports, attend meeting and present. Detailed discussion surrounding the possible changes to the Heart of the Good Life development to modify original plans to allow for multi-family and single family housing opportunities. Land is currently zoned for industrial use, but the EDC will approach council to change the zoning to allow for this type of development.	3.50	\$525.00
6/22/2022	CREDI board meeting. BLAEDC staff time to present and meeting and create reports. Meeting was focused on development opportunities that are currently moving forward in the area. Staff updated the board regarding the current projects currently under redevelopment in the area. Discussion also occurred regarding the need for housing and opportunities that are currently available inside the city limits of Crosby. Also discussed the redevelopment of a school building for childcare.	3.00	\$450.00
6/24/2022	Face to face meeting with potential buyer for Pequot Lakes restaurant for redevelopment. Meeting involved financial consultant and review of business plan and financing options if sale is going to go through. Redevelopment of this property will be significant.	1.50	\$225.00

6/27/2022	BLAEDC staff attending multiple meetings with 3 different potential buyers of local buildings that all require redevelopment. 1 building in Brainerd, 1 in Baxter and the other in Crosby.	4.00	\$600.00
6/28/2022	Meeting and tour of Jenkins building that owner would like to redevelop for new tenants. Building is currently in use but owner has interested buyer who would like to redevelop the building for his own business needs.	2.50	\$375.00
6/30/2022	YMCA funding and childcare projects that also include housing discussions. Y has hired a group to review all projects and provide recommendations for funding assistance. All projects will require redevelopment of already owned properties and expansion of housing on existing footprint.	3.00	\$450.00
<hr/>			
Redevelopment Projects Subtotal		62.50	\$9,375.00
Crow Wing County HRA Subtotal		62.50	\$9,375.00
<hr/>			
Grand Total		62.50	\$9,375.00

Staff time and notes listed above have been reviewed and approved by BLAEDC Executive Director, Tyler Glynn, upon submittal of this report.



Tyler Glynn, BLAEDC Executive Director

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