CITY COUNCIL MEETING
City Hall Council Chambers
October 28, 2024

AGENDA

1. Call to Order - 7:00 p.m.

Attendees please turn off cell phones and pages during the meeting. A copy of the full meeting packet is available in the binder at the entrance to the Council Chambers.

2. Roll Call

3. Pledge of Allegiance

4. Informal Open Forum

This is an opportunity for the public to address the City Council on items that are not on the agenda. It is limited to 15 minutes. It may not be used to make personal attacks, air personality grievances, make political endorsements, or for political campaign purposes. Council Members will not enter into a dialogue with the presenter. Questions from the Council will be for clarification purposes only. It will not be used as a time for problem-solving or reacting to the comments made but for hearing the presenter for informational purposes only.

The first call will be for those that have notified the Clerk that they would like to speak during the open forum and then ask if anyone connected to this meeting would like to speak. When called upon, please indicate your name and then proceed. Please be sure to state your name before speaking.

a. Meeting Decorum

5. Invocation - Kragness

6. Approval of Agenda and Consent Agenda

These items are considered to be routine by the City Council and will be enacted by one motion. There isn't a separate discussion for these items unless a Councilmember so requests, then it is moved to the end of the Council Consideration Items.

a. Approval of Minutes

- Motion to approve meeting minutes

- *October 14, 2024, Study Session*
- *October 14, 2024, Regular Session*
- *October 14, 2024, EDA/Worksession*

b. Approval of Licenses

- Motion to approve the licenses as presented.

c. Resolution Acknowledging Awarded Funds for the Pedestrian Facilities application through the Metropolitan Council's 2024 Regional Solicitation Grant Process and Authorizing Acceptance of Grant Funds

- Motion to approve a resolution acknowledging the awarded funds for the Pedestrian Facilities application through the Metropolitan Council's 2024 Regional Solicitation process and authorizing acceptance of grant funds

d. Brooklyn Center City Council's Official Requested Initial Commitments from the Minnesota Department of Transportation Regarding the Highway 252/I-94 Project

- Motion to approve a resolution declaring the Brooklyn Center City Council's initial requested commitments from the Minnesota Department of Transportation to begin to address the anticipated impacts of the Highway 252/I-94 project.

e. Opting in to Hennepin County's CDBG Consolidated Pool

- Motion to approve resolution to opt into the Consolidated Pool for Community Development Block Grant (CDBG) program funds

7. Presentations/Proclamations/Recognitions/Donations

a. Community Development Annual Report

- Motion to accept presentation

8. Public Hearings

a. Resolution Ordering Improvements and Authorizing Preparation of Plans and Specifications for Improvement Project No. 2025-02, 67th Avenue and James Avenue Mill & Overlay

- Motion to approve a resolution ordering the Improvement Project No. 2025-02, 67th Avenue and James Avenue Mill & Overlay, and authorizing preparation of project plans and specifications

9. Planning Commission Items

a. Opportunity Site Master Plan

- Motion to recommend City Council adoption of the Opportunity Site Master Plan as the guiding policy document for future build out of the Opportunity Site Plan

10. Council Consideration Items

a. Appeals for Proposed Special Assessments for Administrative Fines/Citation Costs

- Motion to approve a Resolution Certifying Special Assessments for Administrative Fines/Citations cost to the Hennepin County Tax Roll

11. Council Report

12. Adjournment

COUNCIL MEETING DECORUM

To ensure meetings are conducted in a professional and courteous manner which enables the orderly conduct of business, all persons in attendance or who participate in such meetings shall conduct themselves in a manner that does not interfere with the ability of others to observe and, when allowed, to participate without disruption or fear of intimidation.

A. Decorum. Persons who attend meetings must avoid conduct that disrupts, interferes with, or disturbs the orderly conduct of the meeting or the ability of other attendees to observe and participate as appropriate. To that end, persons who attend meetings are subject to the following:

(1) Members of the public may only speak during meetings when allowed under Council Rules and only after being recognized by the presiding officer. The presiding officer may establish time limits for the acceptance of public comments or testimony.

(2) Public comments or testimony must be addressed to the presiding officer and not to other Council Members, staff, or others in attendance.

(3) All elected officials shall be referred to by their proper title and surname.

(4) Public comments should avoid personal accusations, profanity, or other improper content for a public meeting.

(5) Intimidating behaviors, threats of hostility, or actual violence are disallowed.

(6) Audible demonstrations intended to disrupt the meeting should be avoided, including stomping of feet, snapping of fingers, clapping of hands, and other conduct that may be intimidating or threatening to others.

(7) Holding, displaying, or placing banners, signs, objects, or other materials in any way that endangers others, prevents the free flow of individuals within the chamber, or obstructs or prevents the viewing of the meeting by others is not allowed.

B. The presiding officer shall request any person(s) who disrupt, interfere with or disturb the orderly conduct of a meeting to cease the conduct and, as necessary, shall issue an oral warning to the individual(s) found to be in violation. If the individual(s) persists in disrupting, interfering with, or disturbing the meeting, the presiding officer may have the individual(s) removed or, under appropriate circumstances, temporarily clear the gallery. If for any reason the presiding officer fails to take such action, a majority vote may be substituted for action by the presiding officer to maintain order and decorum over the proceedings.

C. The Council Chambers capacity is 76 persons per fire code.

Council Regular Meeting

DATE: 10/28/2024

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: Dr. Reggie Edwards, City Manager
BY: Barb Suciu, Assistant City Manager/City Clerk

SUBJECT: Approval of Minutes

Requested Council Action:

- *Motion to approve meeting minutes*
  - *October 14, 2024, Study Session*
  - *October 14, 2024, Regular Session*
  - *October 14, 2024, EDA/Worksession*

Background:

In accordance with Minnesota State Statute 15.17, the official records of all meetings must be documented and approved by the governing body.

Budget Issues:

- None

Inclusive Community Engagement:

- None

Antiracist/Equity Policy Effect:

- None

Strategic Priorities and Values:

Provide quality services with fair and equitable treatment

ATTACHMENTS:

Description	Upload Date	Type
10.14 Study Session	10/25/2024	Backup Material
10.14 Regular Session	10/24/2024	Backup Material
10.14 Work Session	10/24/2024	Backup Material

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL
OF THE CITY OF BROOKLYN CENTER IN THE COUNTY
OF HENNEPIN AND THE STATE OF MINNESOTA

STUDY SESSION
OCTOBER 14, 2024
CITY HALL – COUNCIL CHAMBERS

CALL TO ORDER

The Brooklyn Center City Council met in Study Session called to order by Mayor April Graves at 6:10 p.m.

ROLL CALL

Mayor April Graves and Councilmembers Marquita Butler, Kris Lawrence-Anderson, Dan Jerzak, and Teneshia Kragness. Also present were City Manager Reggie Edwards, Assistant City Manager/City Clerk Barb Suciu, Deputy City Clerk Shannon Pettit and City Attorney Siobhan Tolar.

MISCELLANEOUS COUNCIL DISCUSSION ITEMS

CODE OF CONDUCT

City Attorney Siobhan Tolar explained she made minor edits such as adding a Table of Contents and reorganizing pieces. The text is the same as proposed but this is more organized presentation. One blurb section about ethics was added regarding open meeting laws and other topics commonly addressed. Section 1 are the edits presented by the previous City Attorney with some numbering of the items.

Mayor Graves stated it was rather labor intensive to look at the past versions with the track changes so this is just a clean copy.

Councilmember Lawrence-Anderson asked if there was already a Code of Conduct. Ms. Tolar stated the previous City Attorney added a Code of Conduct to the document. Previously, the Rules of Procedure and Decorum were written.

Councilmember Lawrence-Anderson asked if it is standard for City Council's to have a Code of Conduct. Ms. Tolar stated it is standard for larger cities to have a Code of Conduct.

Mayor Graves stated between the political climate and the contention topics in Brooklyn Center, a Code of Conduct would be beneficial.

Councilmember Butler added a Code of Conduct is necessary if Councilmembers aren't willing to

hold themselves accountable. There are requirements for the public who wish to comment.

Mayor Graves stated she is unsure where the language for the decorum document came from. Councilmember Jerzak asked what the particular reason was to create a decorum document.

City Manager Reggie Edwards stated that Council actually did requested staff create a document regarding conduct after some contentious City Council meetings. The goal was to prevent or prevent any issues. The Council had concerns about safety.

Councilmember Jerzak stated that this is a follow up to the whole process from after that council meeting. He added he supports the idea, but he does have concerns about the Code of Conduct becomes individualized or weaponized. Since it is a policy, it can be amended in the future should the need arise.

Councilmember Kragness stated she had read through the track changes version but appreciates this new cleaned up version as it is much easier to read. She would like to go through and agreed there needs to be an accountability measure, but they must be measures in place so this policy is not weaponized.

Councilmember Lawrence-Anderson stated the document allows a Councilmember to report any violations to a City Manager, City Attorney, or Mayor. Mayor Graves noted the addition was a response to concerns expressed by Councilmember.

Dr. Edwards stated that even if an issue were reported to the City Manager, the City Manager doesn't have any authority over the Council. The Council would need to decide how to handle the item.

Ms. Tolar pointed out there is an investigation procedure involving fact-finding which would be required before any repercussions were implemented.

Councilmember Kragness noted the document allows for a hearing at the next meeting. However, some meetings may be over-scheduled and not have the capacity to add an item to the agenda. Mayor Graves requested Councilmember Kragness email the Council with the specific location of the aforementioned requirement.

Councilmember Jerzak explained on page five under item eight, there is a statement that Council may not attend Staff meetings without permission. In the past, Dr. Edwards was in charge of granting that permission. Dr. Edwards confirmed that was correct.

Councilmember Jerzak stated there was a zoning meeting that he attended as a private citizen and didn't provide any comment. The Code of Conduct states the mere presence of a Councilmember is influential. Ms. Tolar stated she is unsure why that provision was added as it predates her time. She stated the Council can request it be changed.

Mayor Graves asked Councilmember Jerzak to find the specific location of the concern and report back to the Council.

Councilmember Kragness pointed out the provision regarding an issue be addressed at the next hearing is on page ten, letter D. She requested the item be altered to allow for the topic to be addressed at the next Council meeting with space for the item. Ms. Tolar confirmed she would wordsmith an alternative.

Councilmember Jerzak noted there is a provision that states Council cannot surprise Staff with a topic. It is on page six, item 13. In the earlier presentation on the audit, the Council had questions that they nor the Staff could have known about in advance. Mayor Graves stated she could work on editing the provision.

Councilmember Jerzak added another provision that requires Councilmembers to make every effort to ask questions of Staff. However, he always asks the City Manager or City Clerk for information. Mayor Graves stated that would be an easy fix. Mayor Graves explained the item intends for Councilmembers to prepare for meetings and resolve some questions outside of the public meeting.

Councilmember Kragness pointed out the section mentioned by Councilmember Jerzak is on page five, number eight. On page six, item twelve, there is a requirement that Council doesn't speak negatively about other Councilmembers to Staff members. It could be simplified to require Councilmembers not to speak negatively about other Councilmembers.

CITY MANAGER MISCELLANEOUS DISCUSSION ITEMS

LEGISLATIVE AGENDA

City Manager Reggie Edwards stated at the last Study Session we had some preliminary discussions regarding Legislative Agenda and the City Council's priorities. We are coming back to have further discussion in case Councilmembers have had any other ideas to add to the Legislative Priorities.

City Manager Reggie Edwards explained Staff is working on legislation related to bonding for the Garage, prevention and intervention funding, fiscal disparities, racial equity, and other items. He asked if Council has more input on legislative priorities.

Councilmember Kragness stated she would like a more detailed document along with a shorter resource to be used as a conversation starter.

Mayor Graves noted she is interested in legislation related to sustainability and environmentalism. For example, there may be an item for tree replacement.

Councilmember Jerzak stated the Council needs to have some higher priorities to focus on. The City's representatives only have so much capacity. Dr. Edwards agreed with Councilmember Jerzak. He would like no more than three top priorities. He added some legislative items may take multiple years to get traction.

Councilmember Jerzak pointed out the Tax Increment Financing (TIF) extension is a top priority. Dr. Edwards agreed the TIF extension and funding for the Public Works Garage are top priorities.

Councilmember Lawrence-Anderson stated a presentation on the priorities would be beneficial. Mayor Graves stated one is already planned.

ONBOARDING FOR COUNCIL MEMBERS

City Manager Reggie Edwards explained at least one new Councilmember will join the Council after the next election. There is a desire for Staff to present a summary of ongoing happenings in Brooklyn Center. There could also be a presentation from the City Attorney. Staff is hoping to create a more effective, comprehensive onboarding process.

Councilmember Lawrence-Anderson pointed out there could be two new Councilmembers. She requested there be a retreat or luncheon planned to create an informal setting for the Councilmembers to get to know one another. Mayor Graves stated the Council Retreat is the next agenda item.

Councilmember Kragness stated there needs to be more training. While she appreciated her one-day training with Staff, there was so much more to learn. It is especially important for Councilmembers to know the ins and outs of formal meetings such as procedure, voting, quorum, Robert's Rules, and so on.

Mayor Graves noted there is a training offered by the Minnesota League of Cities for new Councilmembers that covers basics such as Robert's Rules of Order. Another resource for new Councilmembers would be a list of development and training opportunities. She suggested both the present and future Councilmembers be more trauma-informed. Systems can cause violence, and leaders need to know how to navigate trauma response.

Mayor Graves added informing a new Councilmember on the history of the Council would be beneficial. Understanding the history helps folks to understand the culture.

Councilmember Kragness stated it would be helpful for new Councilmembers to be briefed on ongoing items the Council is considering.

Mayor Graves pointed out basic managerial training would be an important training topic.

Dr. Edwards asked if Councilmember Lawrence-Anderson wanted a more casual meeting opportunity to meet with new Councilmembers. Councilmember Lawrence-Anderson confirmed

she wanted an opportunity outside of a formal meeting to interact with new Councilmembers.

COUNCIL RETREAT

City Manager Reggie Edwards stated December 7, 2024, and December 14, 2024, are potential dates for a retreat. Mayor Graves is unavailable on December 14, 2024.

Councilmember Lawrence-Anderson explained she would prefer a meeting in December.

Mayor Graves confirmed she is available on December 7, 2024. Councilmember Kragness agreed she would be available on December 7, 2024.

Councilmember Jerzak stated he is open to the retreat. However, he doesn't have his calendar available to confirm specific dates.

Mayor Graves explained she sent out an email from the National League of Cities to Council about the potential to join the Strong Cities Network. There is an opportunity to participate in a Prevention Academy with other smaller cities. The League received federal funding to host the Academy. The purpose is to identify threats to physical and mental safety, understand the benefits of a public health approach, and leverage resources to implement a prevention approach. It is a ten-month process for eight cities to participate. The meetings would primarily be offered remotely. The first is at an upcoming conference that both Mayor Graves and Councilmember Kragness will be attending.

ADJOURNMENT

Councilmember Jerzak moved and Councilmember Kragness seconded to close the Study Session at 6:58 p.m.

Motion passed unanimously.

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL
OF THE CITY OF BROOKLYN CENTER IN THE COUNTY
OF HENNEPIN AND THE STATE OF MINNESOTA

REGULAR SESSION
OCTOBER 14, 2024
CITY HALL – COUNCIL CHAMBERS

1. INFORMAL OPEN FORUM WITH CITY COUNCIL

The Brooklyn Center City Council met in Informal Open Forum called to order by Mayor April Graves at 6:45 p.m.

2. ROLL CALL

Mayor April Graves and Councilmembers Marquita Butler, Kris Lawrence-Anderson, Dan Jerzak, and Teneshia Kragness. Also present were City Manager Reggie Edwards, Director of Fiscal & Support Services Angela Holm, Director of Public Works Elizabeth Heyman, Community Development Director Jesse Anderson, Zoning Administrator Ginny McIntosh, Assistant City Manager/City Clerk Barb Suciu, and City Attorney Jason Hill.

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

4. INFORMAL OPEN FORUM

Mayor April Graves opened the meeting for the purpose of Informal Open Forum. She reviewed the Code of Conduct.

Gretchen E. explained she is appearing on behalf of her neighbor. She thanked the Public Works Department for their help.

Nahid K. stated she has comments on the proposed letter for the Minnesota Department of Transportation (MnDOT). Mayor Graves stated the item is on the agenda, so it cannot be addressed at Informal Open Forum. Nahid K. asked how the community can provide input. Mayor Graves stated it cannot be at Informal Open Forum. The agenda item is only a discussion and not a vote. Nahid K. asked how she could provide input. Mayor Graves pointed out input can be received by the Council through the Hwy 252 Task Force.

Dr. Edwards added anyone can provide written comments to the Council. The public may comment on the item when the letter isn't on the agenda.

Dr. Edwards stated that staff is looking for council consensus to send the letter.

Mayor Graves pointed out Staff received feedback from the Hwy 252 Task Force. Nahid K. asked how other community members can provide feedback. Mayor Graves stated folks can email the Council with a statement.

Councilmember Lawrence-Anderson noted the meeting is very packed and people are clearly passionate about the item. Perhaps Council could delay a vote. Mayor Graves stated the decision is up to the Council.

Councilmember Kragness asked what the timeline is for the letter. Zoning Administrator Ginny McIntosh explained she doesn't have the calendar for the Policy Advisory Committee, but the next meeting is scheduled to take place before the next Council meeting. MnDOT is looking for feedback from the Policy Advisory Committee at their coming meeting.

Councilmember Kragness stated the Council received additional information from the Hwy 252 Task Force after receiving the drafted letter from Staff.

Councilmember Jerzak pointed out there will be a discussion on the letter as there is an agenda item for the topic.

Nahid K. asked if the Council will make a decision on the letter at the meeting. Mayor Graves stated she wasn't sure.

Ikraan H. explained she was charged an additional $4,000 for assessments. Her notices were sent to her rental house rather than her residence. She lost her job recently and has been caring for her mother who has a tumor, so she cannot afford $4,000. She was confused about the process, and she spoke to Staff about it. There may have been some miscommunication between her and Staff. Her tenant didn't want to pay rent and any lawyers she consulted scammed her. Ultimately, she had to give up her apartment and move back into her rental home. Her tenant also left the house in disrepair.

Mayor Graves pointed out they need to be conscious of timing, though no one was keeping time for her. She requested an email be sent with the details and any documentation for a more thorough review.

Councilmember Jerzak noted certification is on the agenda. Mayor Graves stated it is unclear if the concern is being certified, so she allowed the comment to continue.

Mayor Graves asked if the item is about an assessment. Ikraan H. stated the concern is about a rental license expiring. Mayor Graves stated there would be a time for comments during the assessment hearing.

Councilmember Kragness stated this is not the first time a resident has mentioned not receiving a letter notification. She asked what efforts are made by Staff to contact folks. Dr. Edwards stated Staff can provide details on the process during the appropriate agenda item.

Councilmember Butler moved and Councilmember Jerzak seconded to close the Informal Open Forum at 7:14 p.m.

Motion passed unanimously.

5. INVOCATION

Mayor Graves noted it is Indigenous People's Day. She shared a quote from Chief Seattle, "Humankind has not woven the web of life. We are but one thread within it. Whatever we do to the web, we do to ourselves. All things are bound together. All things connect."

Mayor Graves also shared a quote by Black Elk, "What is Life? It is the flash of a firefly in the night. It is the breath of a buffalo in the wintertime. It is the little shadow that runs across the grass and loses itself in the sunset. The True Peace. The first peace, which is the most important, is that which comes within the souls of people when they realize their relationship, their oneness, with the universe and all its powers, and when they realize that at the center of the universe dwells the Great Spirit. The second peace is that which is made between two individuals, and the third is that which is made between two nations. But above all, you should understand that there can never be peace between nations until it is known that true peace, which, as I have often said, is within the souls of men."

Mayor Graves read a poem she wrote about unity and the resiliency of hope.

6. APPROVAL OF AGENDA AND CONSENT AGENDA

Councilmember Lawrence-Anderson moved and Mayor Graves seconded to approve the Agenda and Consent Agenda, and the following consent items were approved:

6a. APPROVAL OF MINUTES

1. September 23, 2024 – Study Session
2. September 23, 2024 – Regular Session

6b. LICENSES

MECHANICAL

Drew Can Do! LLC	3322 277th Ave NW Isanti 55040
Glowing Hearth and Home	5391 12th Avenue E Shakopee 55379
Hap E Homes	409 6th Street W Hastings 55033
Riccar Heating & A/C	2387 Station Parkway NW

	Andover 55304
Sayler Heating & Air Conditioning, Inc.	6520 West Lake St, St. Louis Park 55426
Total Refrigeration	949 South Concord Street South St. Paul, 55075

RENTAL

INITIAL (TYPE IV – six-month license)

5300 Colfax Avenue N	Thao Pha
7130 France Avenue N	FAYSAL SAID/ZAM ZAM ALI

INITIAL (TYPE II – two-year license)

6015 Dupont Avenue N	HOME TRS LLC

RENEWAL (TYPE IV – six-month license)

700 58th Avenue N	WILBUR HUBBARD
2606 65th Avenue N	Hpa Ii Borrower 2020-2 Llc
5713 Humboldt Avenue N	Janice Biorn
5857 Colfax Avenue N	Cel Monton Llc
6712 Beard Avenue N	Mlmjr Properties & Invst Llc
7018 Irving Avenue N	Omar A & Ayanna Adams

RENEWAL (TYPE III – one-year license)

7200 Camden Avenue N	Namaka Evergreen, LLC
5412 1/2 Fremont Avenue N	Larry Johnson

RENEWAL (TYPE II – two-year license)

3407 65th Avenue N	Soderberg Investments Llc
6109 Beard Avenue N	SIMONS REVOCABLE TRUST
7015 Brooklyn Boulevard	Willow Lane Estates Llc
5112 70th Avenue N	Ih3 Property Minnesota Lp
5535 Bryant Avenue N	E H Mendoza & E C Coto Mejia

RENEWAL (TYPE I – three-year license)

6101 Beard Avenue N	6939 Baird Llc Et Al C/o Rtg
707 69th Avenue N	SFR Borrower 2021-2 LLC
1513 Humboldt Place N	Johnson Organization Inc
2113 55th Avenue N	Ih3 Property Minnesota Lp
3141 49th Avenue N	Ccf3 Llc
5250 Great View Avenue N	Cosco Property 5 Llc
5636 Humboldt Avenue N	Gao Qiang Liu
5936 Zenith Avenue N	S Banks & D J Banks
6349 Halifax Drive	Qiang Kevin Fang
7222 Dallas Road	HERMAN CAP PARTNERS VILLC

SIGNHANGER

Kaufman Sign Company	2714 East 33rd Street Minneapolis 55406

6c. RESOLUTION APPOINTING ELECTION JUDGES FOR THE 2024 GENERAL ELECTION

6d. RESOLUTION REQUESTING ADOPTION OF THE HENNEPIN COUNTY ALL-COUNTY MITIGATION PLAN

Motion passed unanimously.

7. PRESENTATIONS/PROCLAMATIONS/RECOGNITIONS/DONATIONS

7a. PROCLAMATION RECOGNIZING OPEN HANDS, INC. FOR THEIR 25TH ANNIVERSARY ON OCTOBER 5, 2024.

Mayor Graves read in full a Proclamation recognizing Open Hands, Inc. for their 25th Anniversary.

8. PUBLIC HEARINGS

8a. PROPOSED SPECIAL ASSESSMENTS FOR NUISANCE ABATEMENT COSTS, ADMINISTRATIVE FINES/CITATIONS, TALL GRASS AND WEED

ABATEMENT COSTS, DEAD DISEASE TREE ABATEMENT COSTS, AND ADMINISTRATIVELY REGISTERED VACANT PROPERTIES

City Manager Reggie Edwards introduced the item and invited Community Development Director Jesse Anderson to make the Staff presentation.

Community Development Director Jesse Anderson explained Minnesota law allows cities to recover costs of certain types of services through special assessment of the property. The City incurs costs associated with these public service programs and activities. If unpaid, the costs may be specially assessed to the property. A public hearing is required.

Mr. Anderson noted there are five Public Hearings scheduled for October 14, 2024, to consider certification of proposed special assessments. The Notice of Public Hearing was posted in the City's official newspaper, *Sun Post*, on September 26, 2024. All potentially affected property owners have been notified by mail of the date of the Public Hearing and the amount of the proposed special assessments.

Mr. Anderson pointed out there is an increased enforcement on unlicensed rental properties. Administrative citations were issued for operating without a rental license. For administrative citations and fines, an appeal process is prescribed by City Ordinance Chapter 18. Information about the appeal process and timeframes is provided with the citation.

Mr. Anderson stated administrative citations or penalties are issued for noncompliance with City Ordinance. Notices are issued prior to citation and contact with the owner is attempted. The penalty doubles each time up to $1,000. The fee schedule was changed in 2024. Citations are issued to the property owner.

Mr. Anderson explained there are currently 64 vacant properties throughout the City. Not all properties are registered. Staff completed the process for administratively registering properties in iMS. Properties that are vacant for 30 days or more are required to register as a vacant buildings. Notice is posted on the door and mailed to the current property owner. The property cannot be occupied until an inspection is completed and a Certificate of Re-Occupancy is issued. After several notices, the registration is administratively completed and the fee is assessed. The inspection fee of $195 will need to be paid when the owner requests an inspection. Once the inspection is completed and the compliance items are completed, Staff will issue a Certificate of Re-Occupancy.

Mr. Anderson pointed out in the case of an abatement, the City bills the owner of record for the portion of costs the City incurred directly related to the abatement action. A service charge is applied to help recover administrative costs associated with the abatement process such as time spent on inspections, notifications, invoicing, overhead, and the like. The costs of the abatements are recorded as pending special assessments and this information is available to the public.

Mr. Anderson explained once an assessment roll is adopted by the Council, the owner of each

property has two options. The first is to pay the entire amount of the special assessment, without interest, by November 22, 2024. If payments are made with property taxes, the first payment will be due with taxes in 2025. Based on feedback from the City Council, Staff had a discussion with Hennepin County Staff regarding partial payments. The County has stated that after an assessment is certified partial payments can't be accepted. However, they have granted Brooklyn Center permission to accept partial payments prior to the assessments being certified to Hennepin County.

Mr. Anderson noted these fees help recover some costs the City incurs related to services provided to specific properties. For accounting purposes, special assessment fees are included in the general fund as revenue. It is anticipated that these costs recovered through special assessments will be received in 2025, and are therefore included in the 2024 budget. The levy roll for administrative fines/citations totals $164,720.00. The levy roll for weed destruction totals $18,938.75. The levy roll for dead/diseased tree removal totals $46,580.44. Also, the levy roll for abatements totals $74,057.05. Around $61,000 of the abatement levy roll is for one commercial property. Lastly, the levy roll for vacant building registration totals $440. All numbers have gone up since 2023, with the exception of administrative fines.

Mr. Anderson added Council may remove any reasonable appeal from the proposed levy roll and adopt the remaining proposed assessments. The Public Hearing can be continued for those properties. Staff will review and provide reports for appeals at upcoming City Council meetings for review by Council. October 28, 2024, is the tentative date for Council to decide on appeals. One written appeal was received by Staff. The appellant is unable to attend due to work, but a copy of their appeal was provided to Council.

Councilmember Butler moved and Councilmember Kragness seconded to open the Public Hearings concurrently.

Motion passed unanimously.

Dr. Edwards asked Mayor Graves to explain to the public the difference between the Informal Open Forum and Public Hearings.

Mayor Graves explained Informal Open Forum is an opportunity for the public to comment on items not on the agenda. The present public hearing is to handle concerns about assessments, and there will be another public hearing opportunity. She added the woman who spoke during Informal Open Forum may still email her about the concerns, but she doesn’t need to reiterate her comment during the public hearing.

Nadia K. stated that she has a car parked in her driveway with expired license plates and the previous owner of the car did not give her the title to register it. She stated that she had been out of the country and recently returned to find the citations and assessments for the car.

Mayor Graves stated that staff would follow up with her.

Councilmember Jerzak asked if the letter received needed to be read into the record.

Mayor Graves stated they have received several letters, most of which believe they shouldn't be charged a late fee based on the timing of when the bill was sent.

Dr. Edwards asked that the address be read into the record for acceptance of the document.

Mayor Graves stated the address is 6041 Bryant Avenue North, and the concern is related to water which will be addressed later. Mayor Graves also read into the record a letter received in regard to 5811 Shores Drive.

Kevin S. stated it is the responsibility of the City to remove trees in the boulevard. He asked if boulevard trees are what is being assessed. Mr. Anderson confirmed there is some shared responsibility for boulevard trees. However, the abatement is primarily for backyard trees.

Councilmember Jerzak moved and Councilmember Lawrence-Anderson seconded to close the Public Hearings.

Motion passed unanimously.

Councilmember Jerzak moved and Mayor Graves seconded to adopt RESOLUTION NO. 2024-97 Certifying Special Assessments for Administrative Citations to the Hennepin County Property Tax Rolls.

Motion passed unanimously.

Mayor Graves moved and Councilmember Jerzak seconded to adopt RESOLUTION NO. 2024-98 Certifying Special Assessments for Diseased Tree Removal Costs to the Hennepin County Property Tax Rolls.

Motion passed unanimously.

Councilmember Jerzak moved and Councilmember Butler seconded to ADOPT RESOLUTION NO. 2024-99 Certifying Special Assessments for Weed Removal Costs to the Hennepin County Property Tax Rolls.

Motion passed unanimously.

Councilmember Lawrence-Anderson moved and Councilmember Jerzak seconded to adopt RESOLUTION NO. 2024-100 Certifying Special Assessments for Abatements Costs to the Hennepin County Property Tax Rolls.

Motion passed unanimously.

Mayor Graves moved and Councilmember Lawrence-Anderson seconded to adopt RESOLUTION NO. 2024-101 Certifying Special Assessments for Administratively Registered Vacant Properties Costs to the Hennepin County Property Tax Rolls.

Motion passed unanimously.

8b. RESOLUTION CERTIFYING SPECIAL ASSESSMENTS FOR DELINQUENT 2024 PUBLIC UTILITY SERVICE ACCOUNTS AND RESOLUTION CERTIFYING SPECIAL ASSESSMENTS FOR EMERGENCY PRIVATE UTILITY SERVICE REPAIRS TO THE HENNEPIN COUNTY PROPERTY TAX ROLLS

City Manager Reggie Edwards introduced the item and invited Director of Fiscal & Support Services Angela Holm to make the Staff presentation.

Director of Fiscal & Support Services Angela Holm explained Minnesota law allows cities to recover costs of certain types of services through special assessment of the property. The City incurs costs of providing public utilities, typically recovered through user charges. If the user charges remain unpaid, the costs may be assessed to the property. A public hearing is required for the assessment.

Ms. Holm stated this process starts with a letter to the customer notifying them that their account is past due and that the amount will be certified against their property taxes. It is balances of $400 or more that are past due as of July 31, 2024. The letter details the process and the legal authority for certification. Recipients of this letter are advised they may dispute the charges at a public hearing. As of the present meeting, two formal appeals have been received.

Ms. Holm noted that 6041 Bryant's bill has been paid, so it is not on the list. Staff will contact the customer, though she will also be notified of her next bill.

Ms. Holm noted once an assessment roll is adopted by the Council, the owner has two options. First, the customer can pay the entire amount of the assessment without interest by November 22, 2024. Alternatively, the customer can pay the assessment with taxes in 2024 with interest accrued from December 1, 2024. The total principal and total interest is due in 2025.

Ms. Holm stated current unpaid charges amount to $834,932.83. There are 816 unpaid accounts. 72 percent of certifications are under $1,000. The amount is similar to the numbers in 2022.

Ms. Holm added some delinquent properties are in Brooklyn Center but receive a portion of their utilities from Minneapolis. Staff works together with Minneapolis to navigate the homes on the border. Brooklyn Center missed this payment last year, so the cost is double.

Councilmember Kragness asked if Minneapolis has higher rates than Brooklyn Center. Ms. Holm stated she is unsure about the difference in rates.

Ms. Holm stated emergency repairs are performed to ensure sewer service is maintained at a property. Resident signs an agreement to have the cost of repairs assessed to their property tax for the next year. This cannot be challenged at a public hearing. As of October 11, 2024, there are three assessments to be included on the roll.

Ms. Holm explained appellants should approach the center podium to address the Council. Appellants must provide their full name, current address, and the address of the property with the pending assessment if different than their primary residence. Additionally, appellants may state the reason they believe they should not have to pay the pending assessment costs. She requested speakers provide their contact information to Staff.

Mayor Graves asked why there was a decrease in assessments during 2023. Ms. Holm stated she is unsure. Last summer was very dry and needed more watering, and the payments may have gotten backed up by 2024.

Councilmember Butler asked if a previous owner would still be responsible for a payment should there be a new homeowner. Ms. Holm stated when a home is sold, the title company notifies the City who provides estimate billing for the title company to withhold. Depending on when the sale closes, it could change the amount that was withheld and those charges stay with the property.

Councilmember Jerzak moved and Councilmember Butler seconded to open the Public Hearing.

Motion passed unanimously.

Will M., 130 France Avenue, stated they have delinquent water charges. He explained he just got out of prison after fifteen years. He received training and certificates during his time in prison. After getting out, he believed he had a handle on everything. They have since had three kids. He lost his first job, but he is working on improving his mentality with authority. It took nine months to get another job. Once he did, he didn't actually receive a paycheck. He still hasn't received proper payment for his work. They have to file for bankruptcy and ultimately, they cannot afford $790 for water.

Miesha M. pointed out they applied for assistance through CEAP. However, it may take up to one month to receive any benefits.

Mayor Graves congratulated them on their kids and staying out of jail. She apologized for their hardship.

Lisa C., 6029 Emerson Avenue North, noted she also received a delinquent water bill. There is a new utility bill assistance program, and her application should be processed in the next week or so. Her delinquent bill is $673.06, and the program covers up to $750. Mayor Graves confirmed Staff would follow up with her.

Tylisa R., 6800 France Avenue North, stated she has a delinquent water bill. It is in the process of being paid through North Point, so she would like the assessment to be deferred.

Mustafa F., 4007 Bass Lake Road, explained he has a delinquent water bill. He was out of the country and his wife had knee surgery after he had been gone for two years visiting family and would like to appeal the charges.

Councilmember Butler moved and Councilmember Jerzak seconded to close the Public Hearing.

Motion passed unanimously.

Mayor Graves pointed out they received letters from Rosalind Keller of 6041 Bryant and Diana Pepe of 3518 Woodbine Lane.

Councilmember Kragness stated the issue with 6041 Bryant has been resolved. Mayor Graves explained the bill had been paid, but there was still a dispute regarding the late fee.

Councilmember Jerzak moved and Councilmember Lawrence-Anderson seconded to adopt RESOLUTION NO. 2024-102 Certifying Special Assessments for Delinquent Public Utility Service Accounts to the Hennepin County Property Tax Rolls.

Motion passed unanimously.

Mayor Graves moved and Councilmember Jerzak seconded to adopt RESOLUTION NO. 2024-103 Certifying Special Assessments for Emergency Private Utility Service Repairs to the Hennepin County Property Tax Rolls.

Motion passed unanimously.

9. PLANNING COMMISSION ITEMS

9a. AN ORDINANCE AMENDING SECTION 35-4103 (ALLOWED USE TABLE) OF THE CITY CODE OF ORDINANCES REGARDING PLACES FOR RELIGIOUS ASSEMBLY IN THE BUSINESS MIXED-USE (MX-B) DISTRICT - 2ND READING

Dr. Edwards introduced the item and invited Zoning Administrator Ginny McIntosh to continue the Staff presentation.

Zoning Administrator Ginny McIntosh explained at the September 23, 2024, City Council meeting, Staff presented a first reading of a request to amend the City's Unified Development Ordinance (UDO) to allow for "Places for Religious Assembly" in the City's Business Mixed-Use (B-MU) District as a conditional use. The amendment proposed by Applicant Trinity International Fellowship regarding Section 35-4103 of the City Code of Ordinances, and as outlined under Planning Commission Application No. 2024-011, would allow for Places for Religious Assembly as a conditional use within the Business Mixed-Use (MX-B) District.

Ms. McIntosh noted following the September presentation, there was a request to table consideration of the application until the October 14, 2024 meeting. As part of the request, Council asked for additional information on "Sacred Settlements," which was not provided to the Planning Commission at their September 12, 2024 meeting. There was also a request for Staff to clarify their recommendation for denial.

Ms. McIntosh pointed out there are a number of reasons for Staff's recommendation to deny the application. First, the applicant's responses to the ordinance amendment were answered specifically to one property of interest rather than addressing the potential impacts of allowing the use within the greater MX-B District, which would impact 36 properties in total. Second, is the request's non-conformity with Brooklyn Center's 2040 Comprehensive Plan including the purpose of the B-MU land designation, which substantially aligns with the City's MX-B District and the implementation strategies outlined to achieve the City's employment intensity goals under Chapter 3 and economic development and competitiveness goals under Chapter 5.

Ms. McIntosh added the proposal is misaligned with the purpose of the City's MX-B District, which is intended to accommodate land for a mix of business and light industrial uses, with allowances for supporting retail or service uses that encourage a more dynamic and connected experience for workers.

Ms. McIntosh pointed out any future applications for the use would need to meet all conditional use permit criteria under section 35-7700, which in part requires any conditional use to be in accordance with the general and specific objectives of the City's 2040 Comprehensive Plan and UDO, not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood, provide adequate measures for ingress, egress, and parking so designed to minimize traffic congestion in the public streets.

Ms. McIntosh stated when City Staff receives a request or application from a religious institution, they are required to refer to the land use provisions in the Religious Land Use and Institutionalized Persons Act (RLUIPA) of 2000. This protects "individuals, houses of worship, individuals holding prayer meetings in-home, religious schools, religious retreat centers, cemeteries, and faith-based social services provided by religious entity."

Ms. McIntosh noted common uses found at "Places for Religious Assembly" and often considered accessories include child daycares, afterschool programming, religious schools, religious camps, retreat centers, adult daycares, food shelves, emergency overnight shelters, faith-based social services, counseling, and offices, and community meeting space. Per Minnesota Statute Section 327.30 (Sacred Communities and Micro-Unit Dwellings), cities must now allow religious institutions the ability to site micro units on religious property to house chronically homeless individuals, extremely low-income individuals, and volunteers who elect to move into the settlement.

Ms. McIntosh explained beginning on January 1, 2024, cities are required to allow micro-unit dwellings on religious institution property as a permitted or conditional use no matter the zoning

district. "Places for Religious Assembly" are currently permitted by conditional use in the City's R1, R2, C, and I Districts. Tiny homes of no more than 400 square feet are to be built on a permanent chassis and anchored. Residents are to be provided access to water and electric utilities by connecting micro-units to utilities or providing access via primary use and in accordance with boarding house provisions.

Ms. McIntosh concluded Staff maintains the position that, based on the findings presented within the provided staff report, the requested ordinance amendment should be denied; however, if City Council elects to recommend approval of the request to amend Section 35-4103 (Allowed Use Table) to allow for Places for Religious Assembly as a conditional use in the Business Mixed-Use (MX-B) District, the motion language should be to approve the second reading and adopt the ordinance amendment.

Ms. McIntosh pointed out that the Planning Commission recommended approval of the requested ordinance amendment on a 3-2 vote at their September 12, 2024 meeting. No members of the public were present, nor were any comments submitted in advance of the meeting. The applicant and representation from their architect were present.

Mayor Graves asked how B-MU is different than Commercial. Ms. McIntosh noted the Commercial district is quite small with the intention of a small-use business. There was a daycare off of Shingle Creek Parkway which was C-1 district. There are a few other examples of daycares in commercial areas as they are quieter and commercial use.

Mayor Graves asked what the building was in the past. Ms. McIntosh stated the 2040 Comprehensive Plan was adopted in 2019 which set things in motion. The property of interest was re-guided to B-MU. The goal is for workers to have access to amenities and services to partake in rather than being isolated.

Mayor Graves asked when the zoning for the area changed. Ms. McIntosh stated the zoning changed in 2023. There used to be three separate chapters, and the 2023 change was an effort to consolidate the sections.

Mayor Graves asked how the applicant's interest fits into the timeline. Ms. McIntosh explained that the Staff's initial conversations were after the 2040 Comprehensive Plan was adopted but before the area was zoned to B-MU.

Councilmember Kragness asked if the application is denied, could the applicant apply through the "Sacred Settlement" provisions under a conditional use. Ms. McIntosh noted a pre-existing religious site may go through a conditional use process. Therefore, the "Sacred Settlement" provision isn't applicable to the applicant.

Councilmember Jerzak thanked the Staff for the additional information. He stated he doesn't support carve-outs as they may set a precedent. He would like to follow the Staff's recommendations.

Mayor Graves noted her agreement with Councilmember Jerzak. However, it seems unfair that Staff began working with the applicant prior to the area being zoned B-MU. Ms. McIntosh pointed out that the Comprehensive Plan was already in place as were other guiding documents. Church of the Master is guided for specific uses as denoted in blue.

Councilmember Lawrence-Anderson thanked Staff for the presentation. She asked for more information on the reasoning for the Planning Commission's close vote. Ms. McIntosh explained some Commissioners were open to see what would happen. It is important to note that it is unlikely a property would revert back to a previous use should such an application go through. Commissioners cited concerns with the truck traffic, loading docks, the lack of sidewalks, and the like as they wouldn't complement the proposed use. She added the Planning Commission didn't receive information on "Sacred Settlements."

Councilmember Lawrence-Anderson pointed out Staff worked really hard on the UDO. The UDO's intention was to decrease or eliminate one-offs and special circumstances. She asked if Ms. McIntosh had an opinion. Ms. McIntosh stated the rationale provided was primarily from Planning Staff and Community Development. The main reasoning of the recommendation was based on the proposal's compatibility with existing uses and whether the proposal has merits of interest for parties beyond just the applicant. Ordinance amendments should not be made to benefit only one entity. Also, they wanted to consider various guiding documents to ensure consistency. The guiding documents are intended to grow jobs within the City as well as the tax base.

(3:38:45) Councilmember Kragness stated she is on the fence as it is a large carve-out. She noted this is affecting 36 properties.

Mayor Graves asked if there are any religious uses with conditional use permit. Ms. McIntosh explained previous Code used special permits for religious uses, but it has recently changed to conditional use permits. The great majority of existing religious institutions within Brooklyn Center reside in the R-1 District. An exception would the mosque in the I District which was approved in 2020. The main concern in an Industrial District would be traffic implications around religious service times. However, the mosque's property is on a cul-de-sac thus mitigating the concern.

Mayor Graves asked if there is a site that might work better for the proposed use. Ms. McIntosh noted there is a huge demand for sites to be used for religious gatherings.

City staff maintains the position that, based on the findings presented within the provided staff report, the requested ordinance amendment should be denied; however, if City Council elects to recommend approval of the request to amend Section 35-4103 (Allowed Use Table) to allow for Places for Religious Assembly as a conditional use in the Business Mixed-Use (MX-B) District, the motion language should be to approve the second reading and adopt the ordinance amendment.

Councilmember Jerzak moved and Councilmember Kragness seconded to deny the zoning text amendment proposed by Applicant Trinity International Fellowship regarding Section 35-4103 (Allowed Use Table) of the City Code of Ordinances, and as outlined under Planning Commission

Application No. 2024-011, that would allow for Places for Religious Assembly as a conditional use within the Business Mixed-Use (MX-B) District.

Motion passed unanimously.

Mayor Graves stated she hopes the applicant can find another location.

10. COUNCIL CONSIDERATION ITEMS

10a. BROOKLYN CENTER CITY COUNCIL'S OFFICIAL PUBLIC COMMENT ON THE MINNESOTA DEPARTMENT OF TRANSPORTATION'S HIGHWAY 252/I-94 OVER-UNDER ANALYSIS PREFERENCE

City Manager Reggie Edwards introduced the item and invited Public Works Director Elizabeth Heyman to make the Staff presentation.

Public Works Director Elizabeth Heyman explained the Minnesota Department of Transportation (MnDOT) is at a critical juncture in the public input process. MnDOT is looking to make a decision on its evaluation. Ms. Heyman pointed out that the next MnDOT meeting is October 28, 2024, which is the reason for this presentation's timing.

Ms. Heyman stated MnDOT is in Phase 1A of the Environmental Impact Statement process. Phase 1B will involve accesses and interchanges.

Ms. Heyman showed an image of potential plans provided by MnDOT. The highway may be run over or under a local road.

Ms. Heyman noted the analysis showed there was a trade-off, and there was no clear difference ultimately. If a highway goes over a local road, there are more noise impacts. If a highway goes under a local road, there are more property impacts due to the grading needed.

Ms. Heyman stated MnDOT has engaged with community members consistently since July. Their data shows MnDOT has connected with around 2,400 people. The preference from participants was to minimize noise impacts.

Ms. Heyman pointed out Phase 1A analysis doesn't include a noise wall because the interchanges are not yet drafted. Staff has concerns about the lack of details.

Ms. Heyman stated if Hwy 252 were to go over 73rd Avenue, there would be impacts on the Environmental Justice Area (EJA). Sixteen single-family homes and one multi-family home would be impacted. In the under scenario, there would be significantly more property impacts.

Ms. Heyman stated the federal threshold for noise maximums is 66 decibels, referring to the green areas on the map. Hwy 252 going over the local road increases the area of homes experiencing noise impacts above the federal threshold.

Ms. Heyman explained the same is true at 70th Avenue, but there are even more property impacts than at 73rd Avenue. If Hwy 252 were to go over 70th Avenue, 36 residential properties within the Environmental Justice Area and one residential property. 25 homes would receive substantial noise impact. In the scenario with the highway going under 70th Avenue, more properties would be impacted physically, and fewer would be impacted in terms of noise.

Ms. Heyman pointed out that 66th Avenue is an outlier. If the highway were to go over 66th Avenue, there would be impacts to one residential and two non-residential properties within the EJA and four properties outside of the EJA. There would be significant noise impacts on 26 properties. If Hwy 252 were to go under 66th Avenue, more properties would be impacted physically and noise impacts would be roughly the same.

Ms. Heyman noted Staff drafted a letter for the Council to submit to MnDOT. There is a request for MnDOT to use a wider definition of safety and, thus, seek out more alternatives.

Ms. Heyman explained Staff's preference is for Hwy 252 to go over 70th and 73rd Avenues. It is a difficult decision. The construction and road changes are a threat to safety, security, health, and property values. There is an option for residents to receive financial payouts in the scenario where a relocation is required. However, there is no payout for folks experiencing noise impacts.

Ms. Heyman added Staff's preference is for Hwy 252 to run under 66th Avenue because the noise impacts are similar for either option and the under option has fewer property impacts. more properties would be impacted physically and fewer would be impacted in terms of noise.

Ms. Heyman stated MnDOT's engagement efforts showed a consistent preference for Hwy 252 to run over. Ultimately, noise impacts would last for the life of the facility. Plus, the noise wall policy would require affirmative votes from impacted residents and property owners. The property owners may not have a shared perspective regarding noise walls and their impacts as the folks who live in the buildings.

Ms. Heyman noted there are property tax impacts with any changes to Hwy 252. Staff recommends Council asks MnDOT for payment in lieu of lost taxes as well as zero percent cost-sharing. Under the current policy, the City would be on the hook for a percentage of the project's cost. The amount is unclear at the current stage of the process.

Ms. Heyman explained there are likely more requests Brooklyn Center will make of MnDOT as the process is early on. Also, writing a letter or making requests as suggested by Staff would not obligate the City to vote in a certain way down the line.

Mayor Graves thanked Ms. Heyman for her presentation and the effort.

Councilmember Kragness noted her appreciation of the approach presented by Staff. She asked if in scenario 252 is over 66th Avenue, is there only one residential property impacted. The financial impact would be $100,000.

Ms. Heyman explained the scenario impacts one residential and two non-residential properties within the EJA. There are also four properties outside of the EJA. The numbers are from MnDOT documents, so she can't speak to more detail. She offered to ask MnDOT how they calculated the numbers.

Councilmember Kragness pointed out the tax impacts are annual, so the change on 66th Avenue alone would cost the City $100,000 per year over and over. Ms. Heyman explained that is the reasoning for the recommendation from Staff regarding an annual payment from MnDOT.

Councilmember Butler asked what alternative option the City has to write a letter. Ms. Heyman stated if no letter is submitted, Brooklyn Center will not take a stance on the potential for Hwy 252 to go over or under local roads. MnDOT would then move forward with their preference.

Councilmember Jerzak asked if the City Attorney had provided a legal opinion on mutual consent. Ms. Tolar confirmed she emailed Ms. Heyman regarding mutual consent. Mutual consent is an opportunity for the City to agree with or deny MnDOT's ultimate proposal. Should the City vote against the proposal, MnDOT would have to reassess and present it again. There is an appeal process, but it isn't a sure thing to work in the City's favor. There isn't a way for the Council to entirely veto the project, but there are opportunities to provide input and protest.

Councilmember Jerzak expressed his support for the recommendations from Staff regarding the financial asks. However, the Resolution is premature without a complete understanding of the mutual consent process. MnDOT would likely use the Resolution to embolden their position. There doesn't appear to be any benefit to Brooklyn Center in the construction project. MnDOT will do what it want to do in the end. It is his preference to table the item until the entire Council has a full grasp of the mutual consent process. He would prefer to stay united with the Council, but he isn't prepared to support the Resolution.

Councilmember Lawrence-Anderson pointed out that people losing their homes is heartbreaking. The tax impacts are also inconvenient. Hwy 252 is terrible. She asked if it needed to be done.

Ms. Heyman stated the current step is for Council to provide input on the over or under decision. From there, MnDOT will include any input in their next presentation. After that, they will work on the interchange options and determine alternatives. MnDOT will again present to the Council all final alternatives. At that time, Council would vote on the proposal. Should the proposal be voted down, then MnDOT can make some changes and move forward. Lastly, the Council could participate in an appeal process.

Councilmember Lawrence-Anderson pointed out that many people from the impacted neighborhoods were present, and she would have liked to hear their input.

Councilmember Butler asked if Council could submit a letter without input on the over or under decision while maintaining their financial demands.

Mayor Graves believes that by making financial demands the city is giving municipal consent. She feels as though the City continues reiterating their stance to no avail.

Councilmember Jerzak offered to read an email into the record. At the end of the day, there doesn't appear to be an increase in safety in the highway proposals. There was consensus from the Council to have Councilmember Jerzak read the email from the Task Force.

Councilmember Jerzak read the email aloud. It made a number of points such as the Council is lacking relevant information. The intersection at 66th Avenue is the most dangerous one, and MnDOT's preference for over or under and the subsequent interchange makes it even more dangerous. There are also a number of health impacts for Hwy 252 to go over local roads. Approving the choice for going over local roads is a tactful way to ensure an interchange preferred by MnDOT. More information needs to be provided to the Council and for the Council to scrutinize said information prior to making any input.

Mayor Graves agreed MnDOT is trying to make the Council weigh in on things that supposedly haven't yet been decided. They don't have enough information to make an informed decision. For example, they don't know about air quality impacts. The Council must decide to participate in a flawed process or not.

Councilmember Lawrence-Anderson stated Brooklyn Center is being bullied.

Councilmember Jerzak suggested the City tell MnDOT they don't have input on the over or under, but they do have strong feelings on the need to consider alternative options. There doesn't appear to be a good reason to prematurely commit.

Mayor Graves stated whether they send a letter or not, they are taking a stance.

Councilmember Kragness agreed there isn't enough information to make an informed decision.

Councilmember Jerzak moved to table a resolution declaring the Brooklyn Center City Council's official public comment on the Minnesota Department of Transportation's Highway 252/I-94 Over/Under analysis preference.

Councilmember Jerzak retracted his motion.

Councilmember Jerzak moved and Councilmember Kragness seconded to allow Council to further consider the options and allow Staff to gather more information.

Dr. Edwards requested a point of order to clarify the motion in order to ask questions.

Ms. Tolar stated the motion may need to be withdrawn or amended.

Dr. Edwards asked what information Staff needed to gather for Council.

Mayor Graves stated Council would like information on whether the timing is appropriate to make demands of MnDOT.

Ms. Heyman stated she believes it is the right time.

Councilmember Jerzak asked why it was the right time. Ms. Heyman stated the two financial demands are outside of the norm for such projects. Asking MnDOT sooner will allow them more time to consider how to incorporate and allow for the financial requests. If the request is made later on, it might not be taken as seriously.

Councilmember Butler noted the Council needs to submit a letter with financial demands to MnDOT. There doesn't seem to be a consensus to support any input regarding the over or under.

Councilmember Kragness noted her agreement with Ms. Heyman's perspective on the timing to make aggressive demands. There needs to be time for negotiation. As for the issue of over or under for the highway, Council doesn't have enough information to make a decision.

Councilmember Jerzak stated there isn't a precedent for such demands. MnDOT may take a while to respond to the City. Ultimately, he can only vote with his conscience.

Mayor Graves asked if a unanimous vote is needed for the letter. Ms. Tolar stated only a majority is needed to pass a resolution.

Councilmember Jerzak explained a split vote may be used against the City to show a lack of union. If there is only a financial request in the letter, the Council has a stronger chance if they show a united front.

Councilmember Kragness asked if the financial demands could be included in the letter and to request the payout perspective in one of the proposed options. Ms. Heyman stated the Council can include whatever they want. She is unsure how MnDOT will respond.

Dr. Edwards stated Staff needs direction from the Council.

Mayor Graves stated it is the only thing they can agree on as of right now.

Councilmember Jerzak withdrew his motion.

Mayor Graves moved and Councilmember Lawrence-Anderson seconded to direct Staff to draft a resolution declaring the Brooklyn Center City Council's official public comment on the Minnesota Department of Transportation's Highway 252/I-94 and removing the Over/Under analysis preference.

Motion passed unanimously.

Dr. Edwards asked if the motion permission for Council to execute since Staff won't have time to

bring a draft back to the Council before the next Policy Advisory Committee meeting. Ms. Heyman stated Council can share their consensus at the Committee meeting.

11. COUNCIL REPORT

This item was not addressed.

12. ADJOURNMENT

Mayor Graves moved and Councilmember Kragness seconded adjournment of the City Council meeting at 9:18 p.m.

Motion passed unanimously.

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL/ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF BROOKLYN CENTER IN THE COUNTY OF HENNEPIN AND THE STATE OF MINNESOTA

WORK SESSION
OCTOBER 14, 2024
CITY HALL – COUNCIL CHAMBERS

CALL TO ORDER

The Brooklyn Center City Council/Economic Development Authority (EDA) met in Work Session called to order by Mayor/President April Graves at 9:25 p.m.

ROLL CALL

Mayor/President April Graves and Councilmembers/Commissioners Marquita Butler, Kris Lawrence-Anderson, Dan Jerzak, and Teneshia Kragness. Also present were City Manager Reggie Edwards, Director of Community Prevention, Health and Safety LaToya Turk, and Assistant City Manager/City Clerk Barb Suciu.

COMMUNITY SAFETY AND VIOLENCE PREVENTION COMMISSION COUNCIL DISCUSSION

Dr. Edwards stated this item has been a point of conversation for some time as related to the Public Safety Act and Civilian Review Board. He stated staff has a presentation prepared with the intent that the item would return to the next council meeting study session to deliberate and discuss more.

Director of Community Prevention, Health and Safety LaToya Turk presented information on prior presentations that have been made in regard to the resolution as well as prior to the resolution regarding advisory boards. She stated that there are 18,000 Law Enforcement agencies in the United States with 422 being in Minnesota. At the time of review in 2020, there were three review boards in the City of St. Paul, City of Minneapolis, and City of St. Cloud. She noted that the existing board members have a 3-year term, and are meeting quarterly and up to twice a month. She stated that in 2023 there was a presentation and discussion around the Public Safety Act resolution and specifically around the commission creation with a draft presented to council which was identical to what the resolution stated. She stated that staff has met and discussed current practices in the city and nationally around review boards and commissions. She stated that the recommendations Brooklyn Center has been provided are similar to what is being used nationally.

Mayor/President Graves asked if Duluth has one. Ms. Turk stated theirs is new as of 2020.

Mayor/President Graves stated she doesn't have the presented information in their packet. Ms. Turk stated the presentation is from one provided by the Brooklyn Center Police Department in 2020.

Dr. Edwards asked for clarification if the council received the presentation in the agenda packet.

Mayor/President Graves showed Dr. Edwards the only page that was provided in the packet. Dr. Edwards requested the item be addressed again at a future meeting. Mayor/President Graves asked that the previous presentation from Ms. Turk be included in the packet as well. Her presentation listed parties that could be represented on an advisory council.

Dr. Edwards stated Staff would gather information requested as well as any information on Duluth's efforts. Mayor/President Graves suggested information be collected from national partners as well.

Ms. Turk asked that if national partners are invited to the meeting, it be done in presentation form.

There was consensus from Council for Staff to create a more comprehensive presentation and include input from national partners.

ADJOURNMENT

Councilmember/Commissioner Lawrence-Anderson moved and Councilmember/Commissioner Mayor/President Graves seconded adjournment of the City Council/Economic Development Authority Work Session at 9:34 p.m.

Motion passed unanimously.

Council Regular Meeting

DATE: 10/28/2024

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: Barb Suciu, Assistant City Manager/City Clerk
BY: Shannon Pettit, Deputy City Clerk

SUBJECT: Approval of Licenses

Requested Council Action:

- *Motion to approve the licenses as presented.*

Background:

The following businesses/persons have applied for City licenses as noted. Each business/person has fulfilled the requirements of the City Ordinance governing respective licenses, submitted appropriate applications, and paid proper fees. Applicants for rental dwelling licenses are in compliance with Chapter 12 of the City Code of Ordinances, unless comments are noted below the property address on the attached rental report.

Mechanical

Advanced Climate Solutions LLC
930 Hub Court, Crown Point 46307
Liberty Comfort Systems
627 East River Rd, Anoka 55303
MN Heating and Cooling LLC
410 Pleasant Crest Cir, Annandale 55376

Budget Issues:

- None

Inclusive Community Engagement:

- None

Antiracist/Equity Policy Effect:

- None

ATTACHMENTS:

Description	Upload Date	Type
Rental Criteria	6/20/2023	Backup Material
Rentals	10/22/2024	Backup Material

Property Code and Nuisance Violations Criteria		
License Category (Based on Property Code Only)	**Number of Units**	**Property Code Violations per Inspected Unit**
Type I – 3 Year	1-2 units	0-2
	3+ units	0-0.75
Type II – 2 Year	1-2 units	Greater than 2 but not more than 5
	3+ units	Greater than 0.75 but not more than 1.5
Type III – 1 Year	1-2 units	Greater than 5 but not more than 9
	3+ units	Greater than 1.5 but not more than 3
Type IV – 6 Months	1-2 units	Greater than 9
	3+ units	Greater than 3

b. Police Service Calls.

Police call rates will be based on the average number of valid police calls per unit per year. Police incidences for purposes of determining licensing categories shall include disorderly activities and nuisances as defined in Section 12-911, and events categorized as Part I crimes in the Uniform Crime Reporting System including homicide, rape, robbery, aggravated assault, burglary, theft, auto theft and arson.

Calls will not be counted for purposes of determining licensing categories where the victim and suspect are "Family or household members" as defined in the Domestic Abuse Act, Minnesota Statutes, Section 518B.01, Subd. 2 (b) and where there is a report of "Domestic Abuse" as defined in the Domestic Abuse Act, Minnesota Statutes, Section 518B.01, Subd. 2 (a).

License Category	**Number of Units**	**Validated Calls for Disorderly Conduct Service & Part I Crimes** (Calls Per Unit/Year)
No Category Impact	1-2	0-1
	3-4 units	0-0.25
	5 or more units	0-0.35
Decrease 1 Category	1-2	Greater than 1 but not more than 3
	3-4 units	Greater than 0.25 but not more than 1
	5 or more units	Greater than 0.35 but not more than 0.50
Decrease 2 Categories	1-2	Greater than 3
	3-4 units	Greater than 1
	5 or more units	Greater than 0.50

Rental Licenses for Council Approval 10.28.24

Location Address	License Subtype	Renewal/Initial	Owner	Property Code Violations	License Type	Police CFS*	Final License Type**	Previous License Type***	Consecutive Type IV's
6100 Summit Dr	Multiple Family 1 Bldg 140 Units	Initial	LUX PROPERTY SPE LLC	113 = .81 per unit	Type II	0	Type II	N/A	N/A
4207 Lakeside Ave N #338	Condo	Initial	Julian Tamonkia Awandem	2	Type I	N/A	Type II	N/A	N/A
5754 Humboldt Ave N	Single	Initial	Chinedu Agbonghai & Igure Augustine	7	Type III	N/A	Type III	N/A	N/A
6618 Camden Dr	Single	Initial	Hussain Khan	28	Type IV	N/A	Type IV	N/A	0
5347 Brooklyn Blvd	Two Family	Renewal	Randall B Cook	2	Type I	0	Type I	Type I	N/A
1800 57th Ave N	Single	Renewal	Zenaldo Alonso Contreras/Carmela Alonso Morales	5	Type II	0	Type II	Type II	N/A
3612 Commodore Dr	Single	Renewal	Ih2 Property Illinois Lp Met Requirements	6	Type III	0	Type III	Type III	N/A
3701 Woodbine La	Single	Renewal	Rose Blalock Met Requirements	7	Type III	0	Type III	Type IV	N/A
4419 Winchester La	Single	Renewal	Easton Homes Llc	1	Type I	0	Type I	Type I	N/A
4506 71st Ave N	Single	Renewal	Obafemi Oladeji Did not meet requirements	0	Type I	0	Type III	Type III	N/A
5147 Drew Ave N	Single	Renewal	Frank Jin & Emily Zhao	2	Type I	0	Type I	Type I	N/A
5300 Queen Ave N	Single	Renewal	FOZIA ABASHAM	4	Type II	0	Type II	Type II	N/A
5301 France Ave N	Single	Renewal	Juniper Land Trust Llc Did not meet requirements	3	Type II	0	Type IV	Type IV	5
5406 Sailor Ln	Single	Renewal	JMW Investments LLC Met Requirements	5	Type II	0	Type II	Type IV	N/A
5500 Knox Ave N	Single	Renewal	Mnsf Ii W1 Llc	7	Type III	0	Type III	Type III	N/A
5524 Knox Ave N	Single	Renewal	Michael Ude	0	Type I	0	Type I	Type I	N/A
5719 Halifax Ave N	Single	Renewal	5719 Halifax Ave Llc	5	Type II	0	Type II	Type I	N/A
5807 Drew Ave N	Single	Renewal	D Kabanuk & T L Kabanuk	2	Type I	0	Type I	Type I	N/A

5849 Colfax Ave N	Single	Renewal	Bay Street Homes, LLC Did not meet requirements	8	Type III	0	Type IV	Type IV	2
5924 Dupont Ave N	Single	Renewal	J Miller & D Miller Met Requirements	2	Type I	0	Type I	Type III	N/A
5924 Washburn Ave N	Single	Renewal	R M Mcluen & L E Mcluen	1	Type I	0	Type I	Type I	N/A
6000 Bryant Ave N	Single	Renewal	RTO Investments LLC Did not meet requirments	2	Type I	0	Type III	Type III	N/A
6100 Bryant Ave N	Single	Renewal	Kurt Templin | Mary Templin	3	Type II	0	Type II	Type II	N/A
6107 Emerson Ave N	Single	Renewal	Lydia Yeboah Met Requirements	1	Type I	0	Type I	Type IV	N/A
6413 June Ave N	Single	Renewal	CEL MONTON LLC Met Requirements	8	Type III	0	Type III	Type IV	N/A
6628 Camden Dr	Single	Renewal	Wells Bovards	11	Type IV	0	Type IV	Type II	0
6721 Perry Ave N	Single	Renewal	Abebayehu Wordofa Met Requirements	0	Type I	0	Type I	Type III	N/A
7141 Newton Ave N	Single	Renewal	Ih2 Property Illinois Lp Met Requirements	13	Type IV	0	Type IV	Type IV	4

*CFS = Calls for service for renewal licenses only (Initial licenses are not applicable to CFS and will be listed as N/A

**License type being issued

***Initial licenses will not show a Type I = 3 year, Type II = 2 year, Type III = 1 year, Type IV = 6 months

All properties are current on City utilities and property taxes

Council Regular Meeting

DATE: 10/28/2024

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: Kory Andersen Wagner, Public Works Planner
BY: Elizabeth Heyman, Director of Public Works

SUBJECT: Resolution Acknowledging Awarded Funds for the Pedestrian Facilities application through the Metropolitan Council's 2024 Regional Solicitation Grant Process and Authorizing Acceptance of Grant Funds

Requested Council Action:

- Motion to approve a resolution acknowledging the awarded funds for the Pedestrian Facilities application through the Metropolitan Council's 2024 Regional Solicitation process and authorizing acceptance of grant funds

Background:

The City successfully secured a Pedestrian Facilities grant through the Metropolitan Council's 2024 Regional Solicitation process. This award will allow the City to enhance two street resurfacing projects with pedestrian improvements, which will be completed during the 2026 construction season. The projects are Humboldt Ave (65th to 69th), 65th/66th Ave to Camden Ave, and a new sidewalk on 67th Ave between Humboldt and Dupont. The vision for these improvements stemmed from a spring 2024 collaboration between Brooklyn Center Community Schools and students, who identified transportation challenges, particularly at intersections and busy street crossings, while traveling to and from school. This grant will address those concerns, enhancing safety and accessibility for pedestrians.

Additional Information:
The Regional Solicitation program is one way the Metropolitan Council prioritizes and invests in roads, bridges, transit, biking, and walking needs. Whether for existing infrastructure or new improvements, projects focus on outcomes like moving more people more effectively, managing congestion, and improving air quality. The Regional Solicitation happens once every two years and awards about $180 million in federal funds. The Metropolitan Council's Transportation Advisory Board, comprising local elected officials and resident members, is central to the solicitation process.

Budget Issues:

Budget:
The total project is estimated to be $3,701,500 and the Metropolitan Council grant will cover $2,000,000. The remaining cost will be covered by City MSA, Storm, Sanitary, Water, and Street Light funds.

Inclusive Community Engagement:

Antiracist/Equity Policy Effect:

Strategic Priorities and Values:

Maintain a strong financial position, Maintain and enhance public places, Be an effective partner with other public entities

ATTACHMENTS:

Description	Upload Date	Type
Resolution Letter	10/18/2024	Resolution Letter
Award Letter	10/18/2024	Exhibit
High Level Map of Roadway Improvements	10/18/2024	Exhibit

Member introduced the following resolution and moved its adoption:

RESOLUTION NO. _____

RESOLUTION ACKNOWLEDGING AWARDED FUNDS FOR THE PEDESTRIAN FACILITIES APPLICATION THROUGH THE METROPOLITAN COUNCIL'S 2024 REGIONAL SOLICITATION GRANT PROCESS AND AUTHORIZING ACCEPTANCE OF GRANT FUNDS

WHEREAS, the City of Brooklyn Center secured a Pedestrian Facilities grant through the Metropolitan Council's 2024 Regional Solicitation process to enhance two street resurfacing projects with pedestrian improvements; and

WHEREAS, these improvements, scheduled for completion in the 2026 construction season, include Humboldt Ave (65th to 69th), 65th/66th Ave to Camden Ave, and a new sidewalk on 67th Ave between Humboldt and Dupont; and

WHEREAS, the project stems from a collaboration with Brooklyn Center Community Schools and students, addressing transportation challenges and enhancing safety and accessibility for pedestrians.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Center, Minnesota, that:

1. Authorizes its City Manager to accept awarded funds on behalf of the City for the Metropolitan Council's 2024 Regional Solicitation Grant and to execute such agreements as may be necessary to implement the project on behalf of the City.

October 28, 2024
Date

_____
Mayor

ATTEST: _____
City Clerk

The motion for the adoption of the foregoing resolution was duly seconded by member

and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:
whereupon said resolution was declared duly passed and adopted.

Transportation Advisory Board

of the Metropolitan Council of the Twin Cities

James Hovland
Mayor of Edina
Chair

County Commissioners
Julie Jeppson
Anoka County

John Fahey
Carver County

Mary Liz Holberg
Dakota County

Debbie Goettel
Hennepin County

Mary Jo McGuire
Ramsey County

Jon Ulrich
Scott County

Stan Karwoski
Washington County

Municipal Officials
Jessica Robertson
Blaine City Council

Mark Windschitl
Mayor of Chaska

Myron Bailey
Mayor of Cottage Grove

James Hovland
Mayor of Edina

Becky Petryk
Hugo City Council

Mark Steffenson
Mayor of Maple Grove

Aurin Chowdhury
Minneapolis City Council

Kevin Burkhart
Prior Lake City Council

Jeffery Weisensel
Rosemount City Council

Hwajeong Kim
St. Paul City Council

Citizen Members - District
Doug Anderson – A

John Morast – B

Husniyah Bradley – C

Glen Johnson - D

Christopher Geisler – E

Mark Jenkins - F

William Lindeke – G

Peter Dugan - H

Agency Representatives
Deb Barber
Metropolitan Council

Khani Sahebjam
Minnesota DOT

Carl Crimmins
M.A.C.

Frank Kohlasch
M.P.C.A.

Gary Hansen
STA

Modal Representatives
Amity Foster
Transit

Chris Vaughan
Transit

George Schember
Freight

Brian Martinson
Non-motorized

October 1, 2024

Kory Andersen
Public Works Department
6301 Shingle Creek Pkwy
Brooklyn Center, MN 55430

RE: NOTICE OF AWARD
2024 Regional Solicitation Project Selection

Dear Mr. Andersen:

Thank you for submitting transportation project proposals in the 2024 regional solicitation process. A total of 127 applications to the Regional Solicitation met the qualifying criteria. Teams of transportation professionals from around the region scored the responses to the weighted criteria and ranked the projects by their total score. Fifty-nine projects were selected to receive federal funding through the Regional Solicitation. An additional 17 projects were selected to receive Active Transportation sales tax funds.

City of Brooklyn Center has been approved for Active Transportation funding for the following project and program year:

20147	Brooklyn Center High School Pedestrian Improvements	$2,000,000	2026

The selected projects are on the October 18, 2024, Transportation Advisory Board agenda for approval of the Council to enter grant agreements for the projects selected to receive Active Transportation funding.

Your grant manager is Arin Knutson, Senior Project Administrator, at Metropolitan Transportation Services, Arin.Knutson@metc.state.mn.us to arrange a meeting and begin developing your projects.

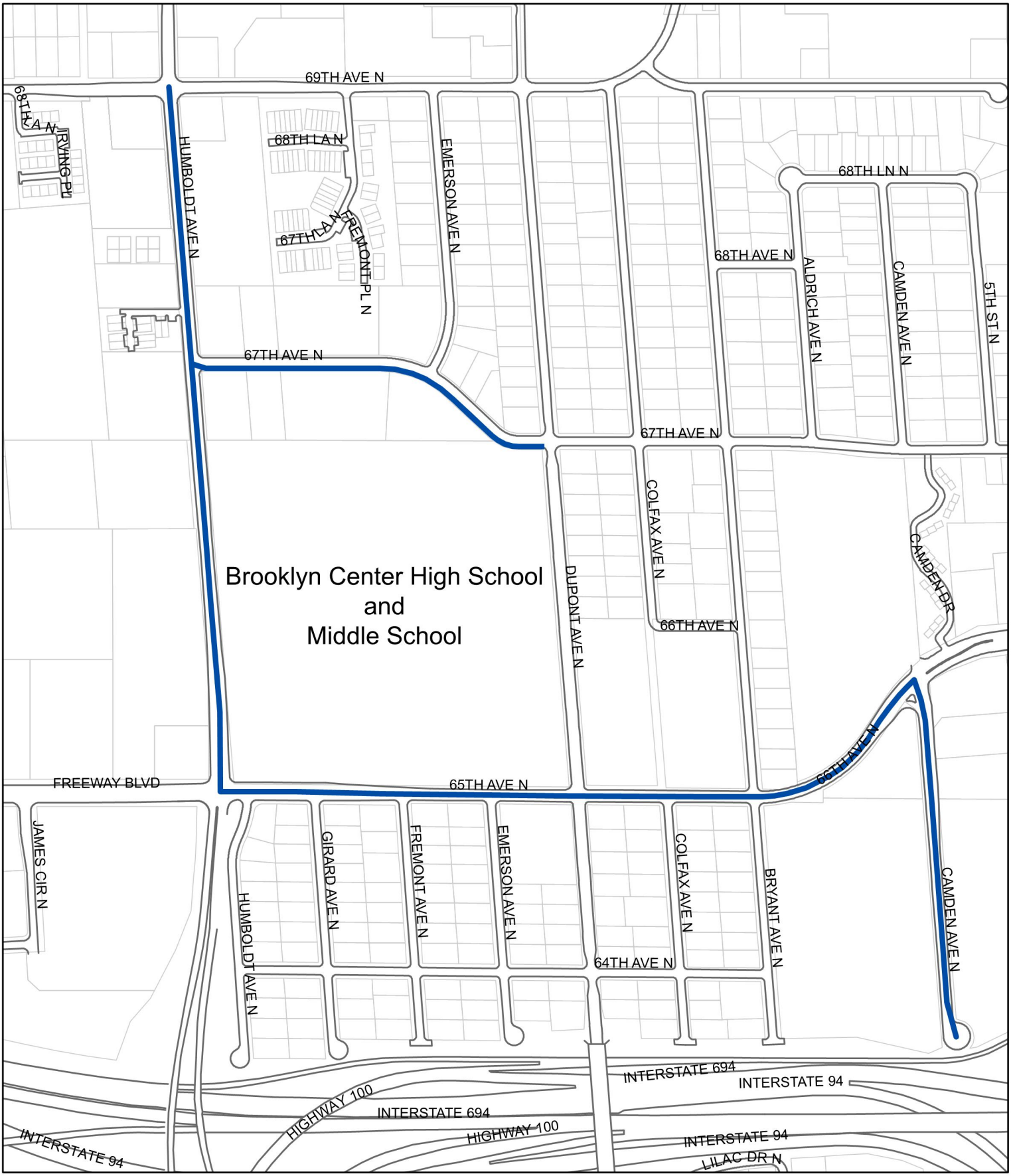
Project sponsors may need to submit a request for a scope change and/or a TIP amendment to the TAB and Metropolitan Council, which may result in a reduced award. **The TAB strongly encourages project sponsors to make every effort to get their projects ready for bid opening in the program year. Please refer to the base schedule in the attached program year policy.**

If you have any questions, please contact TAB Coordinator Elaine Koutsoukos at elaine.koutsoukos@metc.state.mn.us.

Sincerely,

James Hovland, Chair

Brooklyn Center High School
Pedestrian Improvements Project Area
2023



Council Regular Meeting

DATE: 10/28/2024

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: N/A
BY: Elizabeth Heyman - Director of Public Works

SUBJECT: Brooklyn Center City Council's Official Requested Initial Commitments from the Minnesota Department of Transportation Regarding the Highway 252/I-94 Project

Requested Council Action:

- Motion to approve a resolution declaring the Brooklyn Center City Council's initial requested commitments from the Minnesota Department of Transportation to begin to address the anticipated impacts of the Highway 252/I-94 project.

Background:

On May 8, 2023, the City of Brooklyn Center sent a letter to the Minnesota Department of Transportation (MnDOT) asking that the MN 252/I-94 Environmental Impact Statement (EIS) analysis be amended to protect human health, promote regional equity, and enhance the livability and prosperity of Brooklyn Center, while also improving corridor safety (see attached letter). To the Council's and our community's dismay, MnDOT declined to adjust the process to reflect any of the Council's recommendations. The Council believes the recommendations in the May 8, 2023 letter were a small ask compared to the large impacts of this project on the surrounding area, which is almost completely an Environmental Justice community according to the EIS process standards. The Council continues to stand firmly behind its May 8, 2023 recommendations.

While the Council's recommendations have yet to be addressed, Brooklyn Center remains committed to engaging in the EIS process. Brooklyn Center will continue to push MnDOT to answer the City's recommendations as well as find ways to mitigate the damage that only carrying freeway options forward guarantees the City. All options besides the no build-option lead to permanent loss in taxable properties within the corridor, increased pollution, and a reduction in quality of life.

To address the burden that this project disproportionately places on Brooklyn Center, the City Council requests MnDOT commit to the following:

- Payment in Lieu of Taxes (PILT): To mitigate the permanent loss of land and tax base, we request PILT. Brooklyn Center has one of the lowest per capita tax capacities in the Twin Cities metro region, and any reduction to our tax base will disproportionately impact our residents. Unlike wealthier neighboring communities, we cannot easily absorb these losses without increasing our per capita tax burden.

- Zero-Cost Share Participation: Given the guaranteed freeway approach, the City Council does not believe the potential benefits of the MN 252/I-94 corridor outweigh the impacts to Brooklyn Center

residents or businesses, specifically in relation to air quality and noise impacts – both of which were not analyzed during the Scoping Decision process. As a minority-majority community being asked to shoulder new burdens, the Council requests zero-cost share participation to acknowledge and mitigate these impacts.

Budget Issues:

N/A

Inclusive Community Engagement:

N/A

Antiracist/Equity Policy Effect:

N/A

Strategic Priorities and Values:

Maintain and enhance public places, Improve community and employee safety

ATTACHMENTS:

Description	Upload Date	Type
Council Letter to MnDOT	10/21/2024	Exhibit
Resolution	10/22/2024	Resolution Letter
May 8, 2023 Council Letter to MnDOT	10/21/2024	Backup Material

Commission Nancy Daubenberger
Minnesota Department of Transportation
395 John Ireland Blvd
St. Paul, MN 55155

October 28, 2024

Re: Brooklyn Center City Council's Official Requested Initial Commitments from the Minnesota Department of Transportation Regarding the Highway 252/I-94 Project

Dear Commissioner, Daubenberger,

On May 8, 2023, the City of Brooklyn Center sent a letter to the Minnesota Department of Transportation (MnDOT) asking that the MN 252/I-94 Environmental Impact Statement (EIS) analysis be amended to protect human health, promote regional equity, and enhance the livability and prosperity of Brooklyn Center, while also improving corridor safety (see attached letter). To the Council's and our community's dismay, MnDOT declined to adjust the process to reflect any of the Council's recommendations. The Council believes the recommendations in the May 8, 2023 letter were a small ask compared to the large impacts of this project on the surrounding area, which is almost completely an Environmental Justice community according to the EIS process standards. The Council continues to stand firmly behind its May 8, 2023 recommendations.

While the Council's recommendations have yet to be addressed, Brooklyn Center remains committed to engaging in the EIS process. Brooklyn Center will continue to push MnDOT to answer our recommendations as well as find ways to mitigate the damage that only carrying freeway options forward guarantees the City. All options besides the no build-option lead to permanent loss in taxable properties within the corridor, increased pollution, and a reduction in quality of life.

To address the burden that this project disproportionately places on Brooklyn Center, the City Council requests MnDOT commit to the following:

- Payment in Lieu of Taxes (PILT): To mitigate the permanent loss of land and tax base, we request PILT. Brooklyn Center has one of the lowest per capita tax capacities in the Twin Cities metro region, and any reduction to our tax base will disproportionately impact our residents. Unlike wealthier neighboring communities, we cannot easily absorb these losses without increasing our per capita tax burden.

- Zero-Cost Share Participation: Given the guaranteed freeway approach, the City Council does not believe the potential benefits of the MN 252/I-94 corridor outweigh the impacts to Brooklyn Center residents or businesses, specifically in relation to air quality and noise impacts – both of which were not analyzed during the Scoping Decision process. As a minority-majority community being asked to shoulder new burdens, the Council requests zero-cost share participation to acknowledge and mitigate these impacts.

We remain committed to working with MnDOT to ensure that our community's concerns are fully addressed and that negative impacts are minimized. Brooklyn Center is willing to be a partner. However, we must know that MnDOT is committed to diligently reducing the long-term inequitable burdens currently planned for our community while ensuring any new facility is demonstrably safer than the existing condition.

Thank you for your continued committed collaboration.

Sincerely,

Mayor April Graves
Council Member Marquita Butler
Council Member Teneshia Kragness
Council Member Kris Lawrence- Anderson
Council Member Dan Jerzak

_____ introduced the following resolution and moved its adoption:

RESOLUTION NO.

RESOLUTION DECLARING THE BROOKLYN CENTER CITY COUNCIL'S INITIAL REQUESTED COMMITMENTS FROM THE MINNESOTA DEPARTMENT OF TRANSPORTATION TO BEGIN TO ADDRESS THE ANTICIPATED IMPACTS OF THE HIGHWAY 252/I-94 PROJECT

WHEREAS, on May 8, 2023, the City of Brooklyn Center requested amendments to the MN 252/I-94 Scoping Decision Document to protect human health, promote equity, and enhance livability, while also improving corridor safety; and

WHEREAS MnDOT declined to adjust the scoping process based on these recommendations, despite the Council's belief that these were reasonable requests for an Environmental Justice community; and

WHEREAS the Council acknowledges the permanent loss of taxable properties due to freeway options and requests the following to address these impacts:

- **Payment in Lieu of Taxes (PILT)**: To mitigate land and tax base losses, especially given the disproportionate impacts the project will have on Brooklyn Center's already low per capita tax capacity.

- **Zero-Cost Share Participation**: As an Environmental Justice community, as defined by the Environmental Impact Statement (EIS) process, the Council requests zero-cost share participation to mitigate impacts such as air quality and noise.

WHEREAS, these requested commitments are the Council's initial requested commitments for the project; and

WHEREAS, the Council will continue to advocate for these, and potentially other design requests, as the Minnesota Department of Transportation continues the EIS process;

NOW, THEREFORE, BE IT RESOLVED that the City Council of Brooklyn Center remains committed to working with the Minnesota Department of Transportation (MnDOT) and urges MnDOT to formalize these commitments in an agreement with Brooklyn Center to reduce the long-term burdens on the community. For additional details, review the attached letter to MnDOT, which outlines the Council's recommendations in full.

_____ _____

Date Mayor

_____

City Clerk

The motion for the adoption of the foregoing resolution was duly seconded by member:

and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

Minnesota Department of Transportation
395 John Ireland Blvd
St. Paul, MN 55155

May 8, 2023

Re: City of Brooklyn Center Comments on the Highway 252/I-94 Scoping Document and Draft Scoping Decision Document

Dear Commissioner Daubenberger,

The City of Brooklyn Center appreciates the opportunity to review and comment on the Highway 252/I-94 Scoping Document and Draft Scoping Decision Document (SDD). The Highway 252 corridor is dangerous by design. According to the draft SDD, the full length of Highway 252 and I-94 within the project area have a demonstrated crash problem and that crossing Highway 252, on foot or by bike, can be difficult due to the number of lanes, crossing distances, and busy intersections. Brooklyn Center has long advocated that the safety issues along the corridor must be addressed. Therefore, the City is supportive of the Minnesota Department of Transportation (MnDOT) completing a holistic environmental review process to chart a course for improving safety in the corridor, while at the same time protecting human health, promoting regional equity, and enhancing the livability and prosperity of Brooklyn Center.

It is well known that while Minnesota is one of the healthiest states in the country, it also has some of the worst health disparities. All communities can experience poor health outcomes, but due to systemic inequities, they disproportionately occur in communities of color and the American Indian community. Research show that only 10 percent of health is influenced by clinical care, and another 10 percent by genetics. The remaining 80 percent is a result of the physical environment, health behaviors, and social and economic factors[1], making it exceedingly important to assess how plans for Highway 252/I-94 will impact resident health.

[1] Generations Health Care Initiative, "Connecting Health with Communities," ghci.us/community-health; and World Health Organization, "Health Impact Assessment: The Determinants of Health," https://www.who.int/health-topics/health-impact-assessment.

Furthermore, the majority of Brooklyn Center of residents are people of color and according to the first report from the Highway 252/94 project's Equity and Health Assessment,

> "**Compared to the typical Minnesotan, people living along the Hwy 252/I-94 corridor are at greater risk of disease, hospitalization, and death due to poor air quality.** Urban counties and counties with a higher proportion of people of color, such as Hennepin County, have higher rates of emergency room visits, hospitalizations, and deaths resulting from fine particle matter and ozone exposure. Environmental Protection Agency models put the lifetime risk of cancer from inhalation of air toxins at 31 parts per million for communities along the corridor. This risk is a function of air toxic concentration, exposure rates, and socioeconomic conditions.

MnDOT's three Hwy 252 Corridor Elements recommended for advancement in the draft SDD have the potential to deepen air quality related health inequities by introducing 34,400 – 54,500 more vehicles per day to the Highway 252 corridor; a corridor that already carries 57,000 to 66,000 vehicles per day. However, at this phase of the study, MnDOT is not assessing the air quality impacts of each alternative. Given that we know the physical environment greatly influences the health, and therefore safety, of a community, the Brooklyn Center City Council believes it is imperative to use a more holistic understanding of safety to truly carry out an equitable analysis of the impacts of the project. Removing all non-freeway options before air quality impacts are measured means Brooklyn Center residents, and residents in the entire region, will never have true holistic understanding of how each alternative performs from health and safety perspective.

Additionally, the Brooklyn Center City Council is concerned about the impact the recommended freeway options may have on the City's tax base. Brooklyn Center has among the lowest per capita tax capacity within the Twin Cities metro region. This places a higher per capita tax burden on Brooklyn Center residents compared to peer communities, including wealthier areas with a higher ability to pay. This is partially the result of national and regional changes in commercial trends that has shifted the tax burden from the city's declining commercial core to the city's modestly valued housing stock. Carrying only freeway options through to the next phase of study guarantees decreases to the City's tax base. The decreases will come not just from land taken off the tax rolls through eminent domain, but also from the property value decreases that will occur as properties directly adjacent to the proposed freeway interchanges are negatively impacted by increased traffic levels and traffic noise.

Therefore, the Brooklyn Center City Council is asking MnDOT to make the following changes to the draft SDD:

- Change the draft SDD to recommend the following Hwy 252 Corridor Elements for further evaluation in the Draft Environmental Impact Statement (EIS):
    - Six-Lane Expressway
    - Four-Lane Low Speed Arterial Roadway

- Include pedestrian and bicycle overpasses in the definition of the Six-Lane Expressway and Four-Lane Low Speed Arterial Roadway corridor elements.
- Revaluate how bicycle and pedestrian overpasses impact a corridor element's multimodal level of service.
    - The City Council understands that not all users will utilize bicycle and pedestrian overpasses. However, they find it unreasonable to accept no risk at ground-level intersections when freeway alternatives come with their own set of risks, including negative effects on health, safety, and property. In simpler terms, the Council believes that incorporating bicycle and pedestrian overpasses into non-freeway Highway 252 corridor elements should result in a higher overall multimodal level of service rating, meaning better accessibility and connectivity for various modes of transportation.
- Add project evaluation criteria that evaluate the project's effect on the City's tax base, including, but not limited to, the following:
    - Taxable property removed from the tax base
    - Projected changes in property values
    - Projected changes in business activity
- Update the project's purpose and need statement to state:
    - The purpose of the Hwy 252/I-94 Project is to improve the safe and reliable movement of people and goods across multiple modes on and across Hwy 252 and I-94 between Hwy 610 in Brooklyn Park and North 4th Street in Minneapolis, while protecting and promoting human health, community livability and equity.

Sincerely,

Mayor April Graves

Council Member Marquita Butler

Council Member Teneshia Kragness

Council Member Kris Lawrence- Anderson

Council Member Dan Jerzak

Member Butler introduced the following resolution and moved its adoption:

RESOLUTION NO. 2023-63

RESOLUTION DECLARING THE BROOKLYN CENTER CITY COUNCIL'S OFFICIAL PUBLIC COMMENTS ON THE MINNESOTA DEPARTMENT OF TRANSPORTATION'S HIGHWAY 252/I-94 SCOPING DOCUMENT AND DRAFT SCOPING DECISION DOCUMENT.

WHEREAS, the Minnesota Department of Transportation (MnDOT) is seeking public comment on the Highway 252/I-94 Scoping Document and Draft Scoping Decision Document; and

WHEREAS, the Council believes the Highway 252 corridor is dangerous by design.; and

WHEREAS, Brooklyn Center has long advocated that the safety issues along the corridor must be addressed, and therefore, the City Council is supportive of the MnDOT completing a holistic environmental review process to chart a course for improving safety in the corridor, while at the same time protecting human health, promoting regional equity, and enhancing the livability and prosperity of Brooklyn Center.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Center, Minnesota, that the attached letter serves as the Council's official public comment on the Highway 252/I-94 Scoping Document and Draft Scoping Decision Document.

May 8, 2023
Date

April Graves
Mayor

ATTEST: Barbara Suciu
City Clerk

The motion for the adoption of the foregoing resolution was duly seconded by member Jerzak
and upon vote being taken thereon, the following voted in favor thereof:
Butler, Graves, Jerzak, Kragness, Lawrence-Anderson
and the following voted against the same: None.
whereupon said resolution was declared duly passed and adopted.

Council Regular Meeting

DATE: 10/28/2024

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: N/A
BY: Jesse Anderson, Community Development Director

SUBJECT: Opting in to Hennepin County's CDBG Consolidated Pool

Requested Council Action:

- Motion to approve resolution to opt into the Consolidated Pool for Community Development Block Grant (CDBG) program funds

Background:

This memo provides an update regarding the Community Development Block Grant (CDBG) program and the upcoming changes for Program Year 2025. The U.S. Department of Housing and Urban Development (HUD) has recommended that Hennepin County's Urban CDBG Program transition to a consolidated funding pool. This shift is intended to address existing challenges and streamline the allocation of funding, ensuring more efficient use of resources across participating cities.

Overview

Currently, the Urban Hennepin County CDBG Program operates with two funding pools:

1. **Direct Allocation**: Cities like Brooklyn Center, along with six other large cities, receive non-competitive funding based on their calculated "need share."
2. **Consolidated Pool**: The remaining cities compete for CDBG funding, which is allocated based on community needs and potential impact.

Due to challenges in Hennepin County managing allocated funds, HUD recommends transitioning to a single consolidated funding pool for all cities. This approach will ensure that CDBG funds are used more effectively, reduce administrative burdens, and align with future federal CDBG policies.

Hennepin County Challenges

- **Timeliness Test Failures**: The Urban County has failed HUD's timeliness test multiple times, mainly due to delays in expending funds on homeowner rehabilitation projects and construction slowdowns caused by the pandemic.
- **Underutilization of Allocated Funds**: Large amounts of unspent funds from previous program years (2020–2023) remain an issue, complicating compliance with HUD's spending deadlines.
- **Administrative Complexity**: Managing two separate funding pools has proven inefficient, leading to duplicative agreements and higher administrative oversight requirements.

Options for Brooklyn Center

The City of Brooklyn Center must now decide between the following options:

1. **Opt in to the Consolidated Pool for Program Year 2025**: This option would allow Brooklyn Center to compete for a larger pool of funds and benefit from centralized project administration by Hennepin County.
2. **Maintain Direct Allocation Status for One More Year**: Brooklyn Center could remain under the direct allocation system for Program Year 2025 and delay joining the consolidated pool until Program Year 2026.

Next Steps

If the council chooses to opt in to the consolidated plan in program year 2025, the attached resolution can be approved and sent to Hennepin County. If the Council decides to remain as a direct allocation city for one more year, staff will notify Hennepin County, and the City Council will need to determine the allocation by the end of February 2025.

Budget Issues:

The is no effect on the City Budget.

Inclusive Community Engagement:

Antiracist/Equity Policy Effect:

Strategic Priorities and Values:

Be an effective partner with other public entities, Strengthen and diversify business development and housing

ATTACHMENTS:

Description	Upload Date	Type
Resolution	10/23/2024	Resolution Letter
Letter to BC	10/14/2024	Backup Material
Consolidation Toolkit	10/14/2024	Backup Material
Consolidation Toolkit 2.0	10/14/2024	Backup Material

Member introduced the following resolution and moved its adoption:

RESOLUTION NO. _____

RESOLUTION APPROVING TO OPT INTO THE CONSOLIDATED POOL FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM FUNDS

WHEREAS, the City of Brooklyn Center, through execution of a Joint Cooperation Agreement with Hennepin County, is cooperating in the Urban Hennepin County Community Development Block Grant (CDBG) Program; and

WHEREAS, the City of Brooklyn Center, has been notified by Hennepin County that they will no longer be continuing the Direct Allocation Community Development Block Grant program; and

WHEREAS, the city of Brooklyn Center has a population below 50,000 and is not eligible to be become CDBG entitlement city; and

WHEREAS, the city of Brooklyn Center has determined it will join the Hennepin County Consolidated Pool for community development block grant program funds starting July 1, 2025; and

BE IT FURTHER RESOLVED, that the City Council of approves opting into the Consolidated Pool starting with the 2025 program year for the Urban Hennepin County Community Development Block Grant Program.

_____ _____

Date Mayor

ATTEST: _____

City Clerk

The motion for the adoption of the foregoing resolution was duly seconded by member

and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:
whereupon said resolution was declared duly passed and adopted.

HENNEPIN COUNTY
MINNESOTA

August 26, 2024

Jesse Anderson
City of Brooklyn Center
6301 Shingle Creek Parkway
Brooklyn Center, MN 55430

Subject: Program Year 2025 Community Development Block Grant

Dear Jesse Anderson,

As previously communicated, to meet ongoing requirements of the U.S. Department of Housing and Urban Development, the Urban Hennepin County Community Development Block Grant Program (Urban County CDBG Program) is moving toward one consolidated funding pool guided by the Consolidated Plan prior to Program year 2026 (beginning July 1, 2026).

Ongoing challenges meeting CDBG program regulations preclude continued administration of the Urban County CDBG Program under two funding pools ("direct allocation", where the largest cities in the Urban County, currently totaling seven including the City of Brooklyn Center, submitted sole, non-competitive proposals for a portion of the Urban County CDBG funds; and "consolidated pool", where the remainder of cities were served via a competitive consolidated pool of funding which was awarded based on highest need and potential impact).

To achieve stronger alignment and impact in development and implementation of the 2025-2029 Consolidated Plan (due July 1, 2025), you are invited and encouraged to join the consolidated funding pool prior to the Program Year 2025 (July 1, 2025). Further details of these options were sent in July 2024.

This letter formally requests a notification regarding whether the City of Brooklyn Center will opt in to the consolidated funding pool of the Urban County CDBG Program beginning in the 2025 Program Year, or wait until Program Year 2026 for full participation. Please submit this notification by November 15, 2024.

Your City's current options:

1. Opt in to join the Urban County CDBG Program's consolidated pool beginning Program Year 2025.
2. Maintain direct allocation status for one more year.

Please direct your election notification letters or any questions to me at julia.welleayres@hennepin.us. I look forward to continuing our cooperative efforts in addressing suburban Hennepin County housing and community development needs.

Sincerely,

Julia Welle Ayres
Housing Development and Finance Director
Hennepin County | Housing and Economic Development

CDBG Consolidation Toolkit

1. **What is the CDBG timeliness test?**

HUD requires CDBG Recipients to have less than 1.5 times the current program year grant available as cash on hand 60 days before the next program year. This is HUD's method to test whether recipients are consistently and timely expending grant funds. Recipients who fail the timeliness test are required to completed Work-Out Plans for review and approval by HUD. After failing consecutive years, HUD may reduce the grant amount for future years.

2. **Why did the Urban County fail the timeliness test?**

Several factors led to the Urban County failing the timeliness test three years in a row:

- Consistently allocating more funding to the homeowner rehabilitation program at a higher level than it could spend in a program year.
- Pandemic-related construction slowdowns resulting in 3-6 month waits for essential materials such as windows.
- Increased sales of previously assisted homes benefitting from increased property values and drops in interest rates resulted in an increase in program income from an average of $300,000/year pre-2020 to $550,000 in 2020 and $700,000 in 2021.
- Insufficient and inconsistent staff capacity at the county, direct allocation cities, and vendors to ensure program delivery and compliance
- Allocation of CDBG funding through dozens of small, and often duplicative agreements requiring large administrative oversight relative to dollar amounts and resident impact. To note, the following program year allocations were still unspent at our May 1, 2024 timeliness test:
    - PY2020: $123,266
    - PY2021: $626,633
    - PY2022: 1,410,000
    - PY2023: $2,503,395

In short, prior flexibility in CDBG spending has contributed significantly to a crisis meeting HUD's required spending timelines. These unspent funds could have been helping residents with housing, basic needs, economic advancement, and great community amenities.

The Hennepin team has made great progress over the last 6 months in soliciting invoices from vendors, closing out old projects, adjusting program income allocations, improving our draw processes, significantly increasing homeowner rehabilitation productivity and spending, and identifying projects that could spend funds before our next timeliness test. And several direct allocation cities have already made hard decisions in support of these goals. But without stronger oversight and consolidation of funding to projects that can meet top community needs, we risk recreating this problem every year going forward.

3. **What is a direct allocation city?**

Hennepin County includes 45 cities, four of which are CDBG entitlement jurisdictions which receive CDBG directly from HUD, and which are solely responsible for all regulatory requirements. Entitlement cities are those with populations over 50,000 as deemed by HUD every July, and which opt to receive and fully administer that entitlement directly instead of participating in an Urban County. Current CDBG Entitlement Cities in Hennepin County include: Bloomington, Eden Prairie, Minneapolis, and Plymouth.

The remaining cities in Hennepin County are part of the Urban County and partner with the county to equitably deliver funds throughout the remainder of the communities. Under our current Joint Cooperation Agreement (JCA), the Urban County communities are defined as either "direct allocation cities" or "consolidated pool cities".

Our JCA defines a direct allocation city as those cities within Hennepin County which:

1. do not receive CDBG funds directly from HUD (i.e. entitlement cities);
2. have a "need share"* exceeding $100,000; and
3. choose to receive that need share as a direct allocation from the Urban County instead of participating in the consolidated pool.

Direct allocation cities have the option to opt-in to the consolidated pool by providing written notice to Hennepin County by November 15th annually (Section 5.E, #4 of the JCA).

* The need share is calculated by applying HUD's formula allocation (based on each city's population, poverty and overcrowding numbers) to Hennepin County's CDBG allocation after setting aside the administrative and public services portion (Section 5.E of the JCA).

4. How does funding flow in our current structure?

Our current Joint Cooperation Agreement (JCA) allocates our typical $2.9M grant in this way:

- 15% to Administration
- 15% to Public Services
- 45% to direct allocation cities
- 25% to the competitive consolidation pool

This disparate allocation strategy contributes to a mismatch of spending against our Consolidated Plan Goals.

Consolidated Plan Strategies and Goal	**Anticipated CDBG allocation**	**Average actual annual CDBG allocation**	**Average actual annual allocation of CDBG plus Program Income**
Develop or rehabilitate rental housing	15.2%	7.6%	3.7%
Develop homes for homeownership (via acquisition and rehabilitation of homes)	13.7%	11.6%	9.1%
Direct homebuyer assistance	1.6%	3.7%	2.4%
Homeowner rehabilitation	36.2%	42.6%	47.4%
Public Services	14.1%	14.7%	10.1%
Public infrastructure improvements (i.e. parks)	3.3%	4.3%	5.8%
Administration	10.6%	11.9%	9.3%
Other (code enforcement, acquisition of blight, housing for people experiencing homelessness or people with special needs)	5.3%	2.2%	1.8%

5. What would it mean to join the consolidated pool of cities?

Opting in would include:

- Opting in to the consolidated pool adds your city's CDBG allocation to the consolidated pool of funds and allows your city and projects in your city to compete for that larger pool.
- Consolidated pool cities, and projects applying from consolidated pool cities, compete for the larger consolidated pool of funding instead of only from the direct allocation.
- Hennepin County administers joint activities across all consolidated pool cities based on shared program and prioritization criteria.
- Residents from consolidated pool cities are eligible for the consolidated pool programs, such as homeowner rehab, homebuyer assistance, and creation of new homeownership opportunities.
- Residents from former direct allocation cities also remain eligible that city's prior year allocations until those contracts expire).

For example, several Urban County cities had allocations hovering just below $100,000 for several years. They are now a part of the consolidated pool where they can compete for more than $745,000 each year, allowing them to accomplish projects larger than their annual direct allocations.

6. How would consolidating all funding help residents of my city?

Hennepin County has worked with cities and with HUD for the last several years to determine the best path to consistently meeting timeliness requirements and improve resident impact. Consolidating funding is our strongest options because:

- It is the option recommended and endorsed by HUD to reduce likelihood of grant reductions; ignoring this recommendation would impair future negotiations.
- It will reduce contracts, administrative burden, and oversight complications.
- It will streamline and strengthen prioritization of funding.
- It will align with proposed federal CDBG changes, including targeting activities geographically and centralizing planning and prioritization, which will be challenging without consolidation.
- It will improve our ability to ensure residents with greatest needs have greatest access to targeted assistance.

7. What option do we have beyond joining the consolidated pool for the 2025-2026 Consolidated Plan (i.e. by July 1, 2025)?

Our goal is for all direct allocation cities to opt into the consolidated pool, effective July 1, 2025. This will allow the Urban County to set up its 2025-2029 Consolidated Plan with clear understanding of allocation methodologies, and shared prioritization of activities, populations, and geographies.

Cities with populations over 50,000 have these options as outlined in section 3.5 of CPD-24-02 (hud.gov):

- Option 1: Accept its Metropolitan City (entitlement) status and administer its own CDBG program (not participate in your Urban County for FY 2026-2028.
- Option 2: Accept its Metropolitan City (entitlement) status, but continue to participate in your Urban County under a joint agreement for FY 2026-2028.
- Option 3: Defer its Metropolitan City status (not accept entitlement status) and continue as a participating unit of general local government (UGLG) in your Urban County under a cooperation agreement for FY 2026-2028.
- Option 4: Defer its Metropolitan City status (not accept entitlement status), leave the Urban County, and participate in the State CDBG program.

NOTE: If one of your participating UGLGs becomes eligible for Metropolitan City status during your

three-year qualification period, they must wait until the qualification period ends to choose one of the four options above. They can't withdraw from your Urban County to become a Metropolitan City (entitlement) during the qualification period."

Cities with populations under 50,000 could delay joining the consolidated pool until the Urban County renewal in 2026. At that point, Hennepin County will not approve direct allocations or funding activities at levels that cannot be spent down within the Program Year (some exceptions up to 18 months based on the project-type).

8. What are the next steps to consolidating our funding and impact?

Next steps will begin right away, and Hennepin County staff will support as needed throughout.

1. Make a plan to present this change to leadership and councils, using information from this Tool Kit. Let us know what other information we can provide ahead of your presentations.
    - To opt in to the consolidated pool for the 2025 Program Year, as is our goal, City Resolutions will be required by November 15, 2024.
2. Participate in our 2025-2029 Consolidated Plan Community Engagement starting fall 2024 to modernize and strengthen our shared funding priorities.
3. Promote the new shared consolidated pool to potential projects within your cities, targeting a January 2025 Request for Proposals.
4. Respond to county notifications in spring 2025 to renew our Urban County and Joint Cooperation Agreement as one consolidated pool.

Reach out to our team to discuss questions and concerns.

Contact information

Hennepin County
Housing and Economic Development
701 Fourth Avenue S, Suite 400, Minneapolis, MN 55415
housing@hennepin.us
www.hennepin.us/housing

CDBG Consolidation Toolkit 2.0

1. **Has this decision been finalized, or is there a possibility that the current process will remain in place?**

The decision is final. The County will phase out the direct allocation structure by the end of Program Year 2025 (i.e. 6/30/2026), but we're encouraging cities to opt in prior to the Program Year 2025 to line up with the 2025-2029 Consolidated Plan.

2. **What kinds of projects could be funded in my city?**

This will largely depend on the result of our 2025-2029 Consolidated Planning process which will kick off this fall. Our 2025-2029 Consolidated Plan will outline our shared needs, goals, and priorities to guide our spending allocations.

Here are examples of projects we funded through the Consolidated Pool from 2020-2024:

- Rehabilitate rental housing
  - Robin Hotel Rehabilitation: $400,000
  - Hopkins HRA: $136,000
- Special Needs Housing Rehabilitation
  - Accessible Space, Inc.: $133,892
- Develop homes for homeownership (via acquisition and rehabilitation of homes)
  - West Hennepin Affordable Housing Land Trust: $717,000
  - Twin Cities Habitat for Humanity: $50,000
- Direct homebuyer assistance:
  - NeighborWorks Down Payment Assistance: $69,616
- Homeowner rehabilitation
  - Hennepin County Homeowner Rehab: $1,176,468
- Public infrastructure improvements
  - City of Crystal; Broadway Park: $160,850
  - City of Crystal; Twin Oaks Park: $146,000
  - City of Crystal; Lion's Park: $57,429
  - City of Osseo; sidewalk improvements: $100,000
  - City of Dayton; Land Acquisition: $101,460

3. **How will local needs and priorities be recognized in funding decisions?**

Capital and community development funding decisions are made using the same multi-step process as the Public Services funding:

a. Consolidated Plan sets the Urban County's needs, priorities, strategies, and projected funding allocations by activity. This is where localized needs would be identified.

b. RFP Evaluation Committees, made up of subject matter experts from the county, cities, and stakeholder groups, make funding recommendations based on Public Support and Consistency with the Plan, Feasibility and Organizational Capacity, Project Benefit, and Activity Completion (see full *2020-2024 RFP Evaluation Criteria*, attached).

c. Action Plans confirm or update the Consolidated Plan, and identify projects selected in the RFP to meet the Con Plan goals.

d. Hennepin County staff complete final underwriting to determine funding recommendations, subject to approval by the Hennepin County Board.

4. Could the homeowner rehabilitation program be grown to better accommodate the need and interest?

We are so proud of our homeowner rehabilitation program. Across the Urban County we have completed nearly 300 rehab projects in the last 5 program years. Of those, 30% were the home of an older adult, and 37% were for an emergency repair such as leaking roof, sewer line, or extreme water issues.

Need for our homeowner rehab far exceeds demand, as does need for affordable rental housing, assistance for first-time homebuyers, public services, and other eligible CDBG activities. Any growth in the homeowner rehabilitation program would require a different prioritization of needs and strategies in the next 2025-2029 Consolidated Plan, as well as engaging external/contracted capacity.

We plan to continue this program, serving 65-70 families each year, screening intakes for a) incomes low enough for MN Housing deferred, b) conditions of immediate health and safety that might fit in our healthy homes grant, or c) larger repairs that need priority ahead of the waitlist, and serving all others on a first come, first served based.

5. How will the administrative responsibilities change for cities going from "direct allocation city" to the consolidated pool?

For projects administered by the city, responsibilities will be the same. Cities may add costs of administration (i.e. Davis Bacon consulting) to their funding request. Projects administered by independent entities within the city (i.e. a rental property owner) will require nothing from the city.

6. What does my city need to do to communicate and codify our decision?

If your city decides to opt in to the consolidated pool for Program Year 2025:

- Inform Hennepin County via email by November 15, 2024 with approval to opt-in to the consolidated pool. Hennepin County will provide a formal "request for decision" letter that may be used as background for this request.

- Watch for further guidance from Hennepin County and HUD on steps to update our Urban County status and Cooperation Agreement for 2026-2028, which will require additional Council Action to execute.

If your city decides to keep its direct allocation city status for Program Year 2025:

- Provide a Resolution from your City Council by February 1, 2025 with your need share allocation request
- Watch for further guidance from Hennepin County and HUD on steps to update our Urban County status and Cooperation Agreement for 2026-2028, which will require additional Council Action to execute.

2020-2024 RFP Evaluation Criteria

- **Category 1: Public Support and Consistency with the Plan**
  - The project addresses a high priority need identified in the 2020-2024 Consolidated Plan.
  - The project addresses a locally identified high priority community development need.
  - The application demonstrates how projects are informed by input from the people the organization serves.
  - Proposals demonstrate evaluation of need and/or consultation and coordination with other organizations within Hennepin County that provide a like or similar service/activity.
- **Category 2: Feasibility and Organizational Capacity**
  - The applicant has the staff expertise to implement the proposed activity and expend funds within the contract term.
  - The applicant has the staff expertise to ensure compliance with federal grant regulations.
  - The organization has the financial capacity to complete the project.
  - The organization submitted program specific policies and procedures that demonstrate the approach to administering the CDBG funding for the proposed activity in a timely and compliant manner. Policies and procedures submitted with the application must include reference and associated processes for the CDBG activity proposed.
  - The project is feasible to implement, and the organization demonstrates their ability to comply with federal regulations, their ability to support the administrative requirements of the program, has the financial capacity to manage the grant funds, and has staff available to deliver the required activity and meet timeliness requirements.
  - The organization can demonstrate prior performance of compliance and timely expenditures and completion.
  - The proposal includes innovation and collaboration for service delivery (if providing public/social services in the proposal). Innovation can include cooperative agreements with other organizations that result in an increase in organization capacity and agility with service delivery. Innovations may include but are not limited to shared technology and data tracking systems, reporting and invoicing efficiencies, and payment accuracy.
- **Category 3: Project Benefit**
  - The application demonstrates that costs per household are justified and likely to result in meaningful outcomes.
  - The project provides benefit principally to low- and moderate-income persons and promotes the program to and removes access barriers for people of color.
  - The project budget appears reasonable and CDBG funds are being prudently utilized.
  - The project leverages funding from other local, state, or private sources.

    - The project provides a benefit or service that meets a growing need.
    - The project serves an area or population with a high rate of poverty, evictions, or other relevant disparities.
    - The project can demonstrate strong outcomes from previous related work.
    - The applicant provided a detailed budget that shows leverage of other resources to operate proposed activity. CDBG is not the only source of funding.
- **Category 4: Activity Completion**
    - The project/activity schedule provides milestones or benchmarks that demonstrate funding will be expended timely.
    - The project will be completed and expend funds in a timely manner. For public/social services proposals, higher ranking will be reflective of activities that can be completed within the initial contract term (12 months). For capital/community development proposals, which may take longer than 12 months, proposal schedules must include clear details on the proposed timeline for completion including due to availability of materials, contractors, sub-contractors.
    - Most or all additional funding represented in the budget has been committed from other sources in support of anticipated CDBG activity (verified with award letters).

Council Regular Meeting

DATE: 10/28/2024

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: Jesse Anderson, Community Development Director
BY: Ian Alexander, ED Mgr & Ginny McIntosh, Plan. Mgr & Xiong Thao, H & CS Mgr & Dan Grinsteinner, BO

SUBJECT: Community Development Annual Report

Requested Council Action:

- *Motion to accept presentation*

Background:

This memo provides a summary of the Community Development Department's activities, accomplishments, and initiatives in 2024/2025. Our department continues to work toward enhancing the quality of life in Brooklyn Center through careful planning, regulatory oversight, economic growth, housing, and code enforcement.

1. Department Mission
The Community Development Department's mission is to ensure balanced growth, foster economic development, and provide services to both residents and businesses. By guiding the city's development through effective planning, zoning, building oversight, economic development and code compliance, we strive to maintain Brooklyn Center as a thriving, diverse community.

2. Department Overview and Services
We oversee multiple functions, including:

- **Building and Community Standards**: Enforcing codes, managing property maintenance, conducting rental licensing inspections, and handling vacant buildings. Currently, there are 709 active rental licenses. Code enforcement staff have addressed over 2,634 code enforcement cases in 2024. These cases ranged from property maintenance violations to illegal dumping and zoning infractions.
- **Business and Economic Development**: Providing resources and support to local businesses, while promoting job creation and retention. We have worked to start a new Brooklyn Center Chamber of Commerce and we continue to work with Hennepin County's **Elevate Business** program, which offers training and resources to local entrepreneurs.

3. Housing and Rental Licensing Programs
The **Rental Licensing Program** remains critical for ensuring quality living conditions in Brooklyn Center, where rental units make up 30% of the city's housing stock (3,578 units out of 11,903). We issued rental licenses and performed inspections across the city, focusing on problem properties and those in need of compliance assistance. Updates include:

- **Property Inspections**: The department completed 2,195 inspections this year, addressing critical maintenance issues..

- **Vacant Properties**: The department continues to monitor and address 64 actively vacant properties. This includes securing buildings to prevent vandalism and illegal activity. As part of the **Vacant Building Program**, we've worked with property owners to bring vacant properties into compliance.

4. Planning and Zoning Initiatives

This year has seen significant progress in planning and zoning despite market challenges. Our **Unified Development Ordinance (UDO)** efforts aim to modernize zoning regulations to streamline development processes and support long-term growth. Here are some highlights from 2024:

- **Empire Foods**: The former Walmart site was repurposed into Empire Foods, which opened in March 2024. This project revitalized a key commercial site.
- **Dos Hermanos**: Dos Hermanos restaurant opened at the former Applebee's location. The restaurant opened in July 2024.
- **Los Campeones Gym**: This redevelopment of the former Earle Brown Bowl property is nearing completion, with an expected opening in November 2024. It's projected to draw regional visitors.
- **Wangstad Commons**: This housing development is slated for completion in December 2024.

Additionally, we are preparing for upcoming changes, including cannabis regulations set to take effect by January 2025. These regulations will require updates to zoning codes.

5. Economic Development Efforts and Future Projects

In 2024, we focused on revitalizing underutilized areas and supporting local businesses. Key initiatives included:

- **Opportunity Site**: As a primary focus of our economic development strategy, we are actively seeking development partners for the Opportunity Site, while continuing to work with Alatus. This site has immense potential for commercial, residential, and mixed-use developments that align with our long-term vision for sustainable growth.
- **Shingle Creek Daylighting Project**: This environmental and commercial revitalization goal has the potential of improving water quality while making the area more attractive for development. The project should generate interest from developers looking to invest in housing and retail opportunities.
- **Small Business Support**: Elevate Hennepin, Façade improvement programs, technical development assistances and starting a new small business association are goals focused on supporting small business.

6. Construction Activity

2024 has been a productive year for construction and redevelopment in Brooklyn Center, with multiple projects either completed or nearing completion, contributing to the city's economic growth and revitalization efforts. Below are some notable construction projects:

- **Pollo Campero**: A new fast-casual restaurant located in shingle creek crossing is nearing completion, and the restaurant is expected to open in December 2024.
- **102 Boba**: A trendy beverage shop that opened in late 2023 at Shingle Creek Crossing.
- **Los Campeones Gym**: Set to open in November 2024, this gym replaces the former Earle Brown Bowl property and is expected to attract both local and regional visitors. The facility offers a unique fitness experience.
- **Wangstad Commons**: This housing development is set for completion in December 2024.
- **Empire Foods**: Opened in March 2024, this project transformed a former Walmart building into a place for grocery and retail. Empire Foods now serves as an anchor for the surrounding retail area, attracting both residents and visitors.
- **Empire Beauty Expansion**: Located in Shingle Creek Crossing, Empire Beauty's recent expansion has doubled its footprint and added new services. The expansion is expected to attract new clientele and enhance the center's diversity of services.

The construction activity has been important to the city's ongoing growth, driving both economic and

community benefits.

7. Future Planning and Strategic Initiatives
Looking ahead, the department has several important initiatives planned for 2025 and beyond:

- **Housing Development**: The **Local Affordable Housing Act funds** will be received in 2024 and staff will be working through options for the use of those funds.
- **Cannabis Regulations**: As the cannabis industry becomes legalized, we are working to ensure that Brooklyn Center's zoning codes and business regulations are updated accordingly, to balance community safety with business opportunities.
- **Unified Development Ordinance**: Continuing our work on modernizing the UDO will allow us to further streamline the development process, encourage investment, and ensure that our land use policies align with the city's long-term vision.

Conclusion
The Community Development Department made significant progress in 2024 and remains dedicated to enhancing Brooklyn Center. From addressing housing and code enforcement issues to driving economic development and ensuring the success of major construction projects, our team remains focused on building a vibrant, resilient community. As we move forward into 2025, we will continue to seek opportunities to foster growth, and quality of life for all residents and businesses.

Budget Issues:

Inclusive Community Engagement:

Antiracist/Equity Policy Effect:

Strategic Priorities and Values:

Maintain a strong financial position, Maintain and enhance public places, Provide quality services with fair and equitable treatment, Be an effective partner with other public entities, Strengthen and diversify business development and housing

ATTACHMENTS:

Description	Upload Date	Type
Report/Presentation	10/21/2024	Presentation

Community Development Department Annual Report





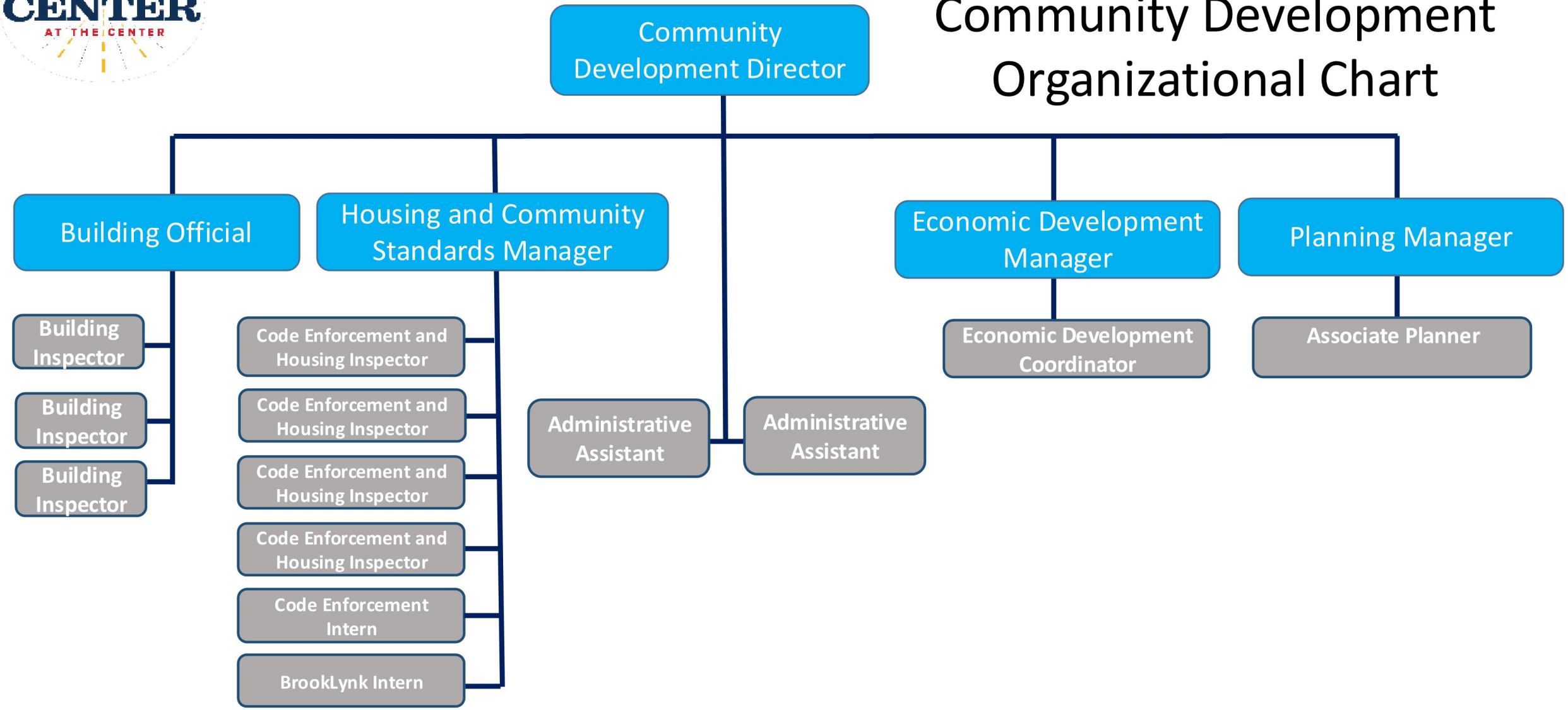


Image 5. Submitted Rendering of Overall Phase I Opportunity Site Development.

Community Development Mission

The mission of the Community Development Department is to preserve and enhance the quality of life for the residents and businesses of Brooklyn Center by guiding development of the City with effective measures of planning, design review, construction plan approval, code compliance, housing and business assistance.

Community Development Organizational Chart



Overview of Services

Building and Community Standards

- Building Construction Regulatory Program
- Rental Licensing Program
- Property Maintenance and Code Enforcement
- Vacant Building Program
- HRA/Housing Programs

Business and Development

- Planning and Zoning Services
- Long Range Strategic Planning
- EDA/Economic Development Programs
- Business Retention and Expansion Program
- Workforce Development

Overview of Services

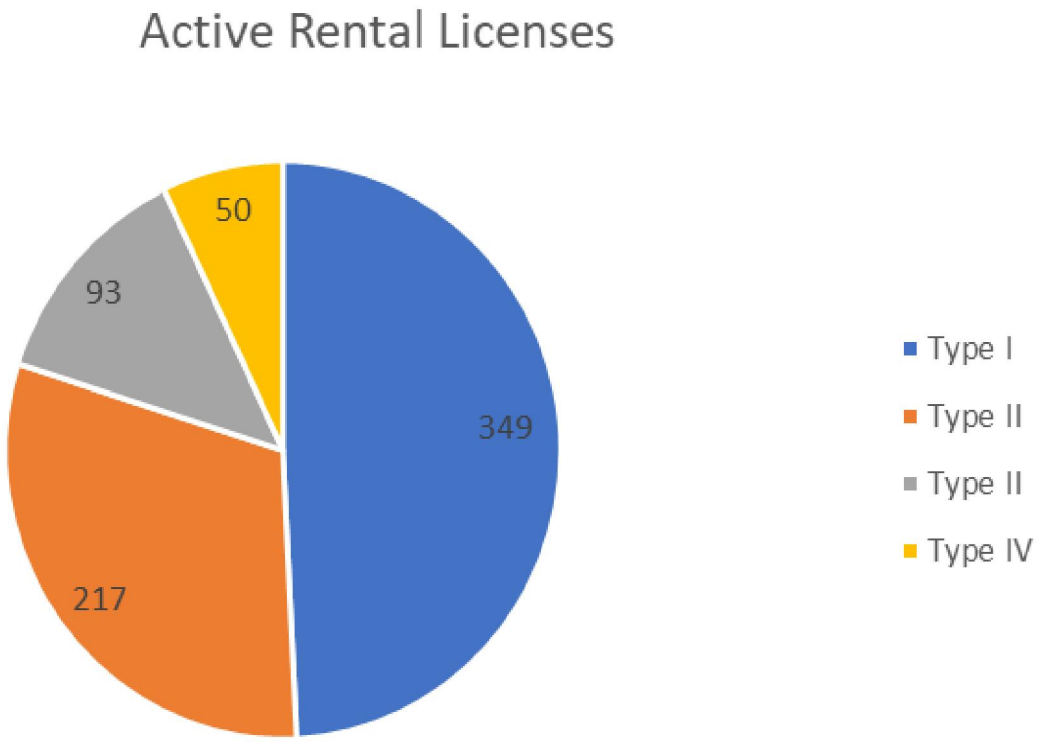
Performance-based Rental Licensing Program

- Process, track, and perform rental inspections
- City-wide resource packet to all renters
- Investigate and resolve property complaints
- Investigate and enforce unlicensed rental properties
- Provide education on Tenant Protection Ordinances
- Rental licensing administration
- CPTED Inspections
- Negotiate mitigation plans for Type III and Type IV licenses
- Inspecting 100% of multi-family units

Rental Program

Brooklyn Center Housing Data – Excluding Expired Licenses

- Out of 11,903 total housing units, approximately 3,578 rental units (30%)
  - 8,300 SF Homes/561 SF Rentals (6.8%)
- 709 Active Rental Licenses
  - 49.2% - Three-year licenses
  - 30.6% - Two-year licenses
  - 13.1% - One-year licenses
  - 7.1% - Six-month provisional licenses
- Expired Licenses: 50



Overview of Services

Property Maintenance and Code Enforcement

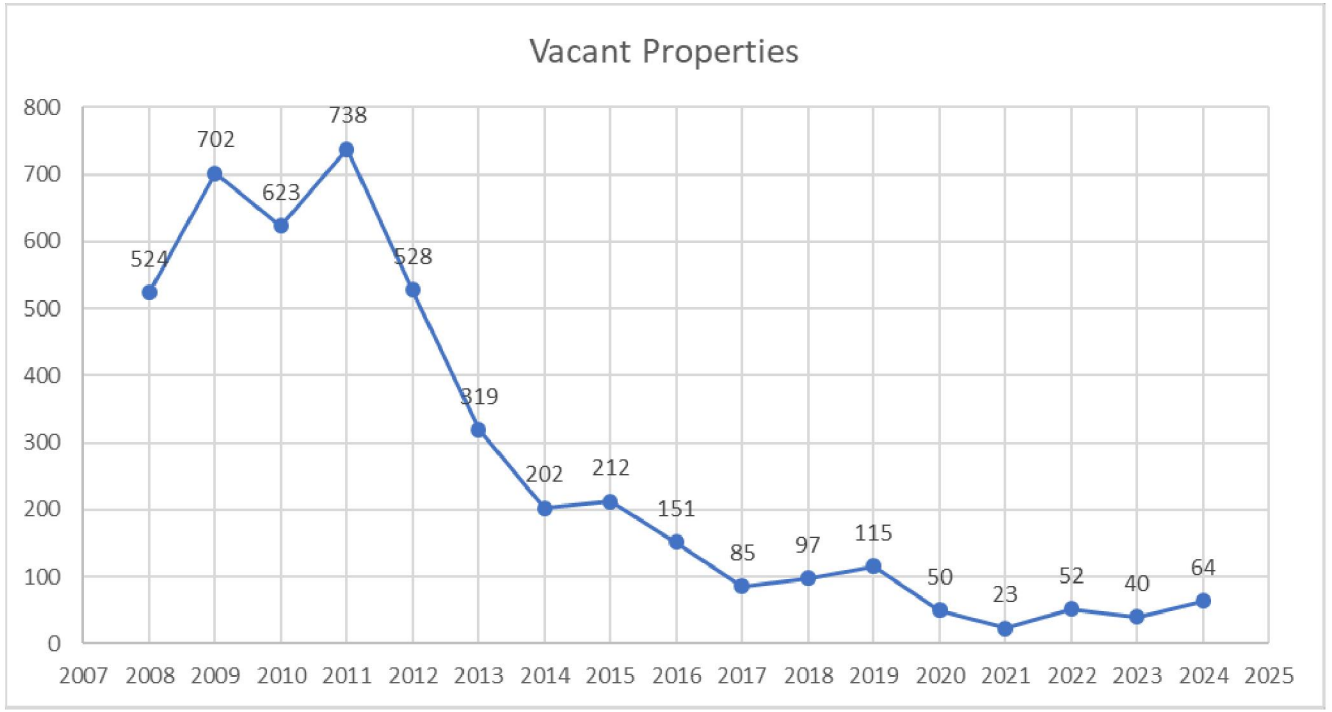
- Complaint-based Program
- Proactive Code Enforcement Program
  - Neighborhood Sweeps
  - Long grass
  - Corridor Sweeps
  - Commercial Property
- Code Enforcement Engagement Program
  - Inspection staff will knock on doors to talk to residents about code violations found at the property. Talk to residents around vacant properties.
- Administer citations and abatements

Overview of Services

Vacant Building Program

- Status:
  - 64 active vacant properties (10/18/2024)
- Commercial Vacant Properties
  - Sears has private security
  - Former Brown College continues to be a nuisance and broken into after the property has been secured
  - Target is in the process of being demolished
  - Earle Brown Bowl is in the process of being re-developed

Tall grass and weeds violations continues to be an issue. Grass violations are given 1 notice for the entire grass growing season.



2024 Code Enforcement & Rental Initiatives

Code Enforcement

- Continue pro-active code enforcement activity
  - Door knocking and providing education with a follow and a formal compliance notice
- Monitoring commercial vacant property daily for trespassers and abating trash and dumping immediately
- No Mow May
  - Posting door tags reminding properties to mow after May 31st
- Ordinance amendments and additions to Chapter 12 and Chapter 19

Rental Licensing / Inspections

- Educating new multi-family property owners and management staff on rental license inspection program and process
- Ongoing education of Tenant Protections ordinance to tenants and property owners
- Continue to improve/automate rental license program through iMS software
- Inactive Assisted Living properties: 116 properties (MDH data shows 174 BC properties)

Planning

2024 Planning Activities

- Planning Case Applications
  - 1 – Site and Building Plan
  - 5 – Conditional Use Permits
  - 2 – Subdivisions (Platting and Divisions/Combinations)
  - 1 – PUDs (Planned Unit Development) / Amendments
  - 3 – UDO/ Ordinance Amendments
  - 1– Concept Plan Review

2024 Planning Highlights

Despite market conditions, we saw some new development, the conversion of vacant property repurposed for new use, and tenant spaces re-filled

- Wangstad Commons (new construction)
- Pollo Campero (new construction)
- Former Walmart (reuse) to Empire Foods
- Former Applebees (reuse) to Dos Hermanos
- Former Big O Tires (reuse) to MN DVS Inspection Station
- Former Earle Brown Bowl (reuse) to Los Campeones Gym
- Former Discount Tire (reuse) to an expanded Icon Beauty

2025 Initiatives

Planning and Zoning

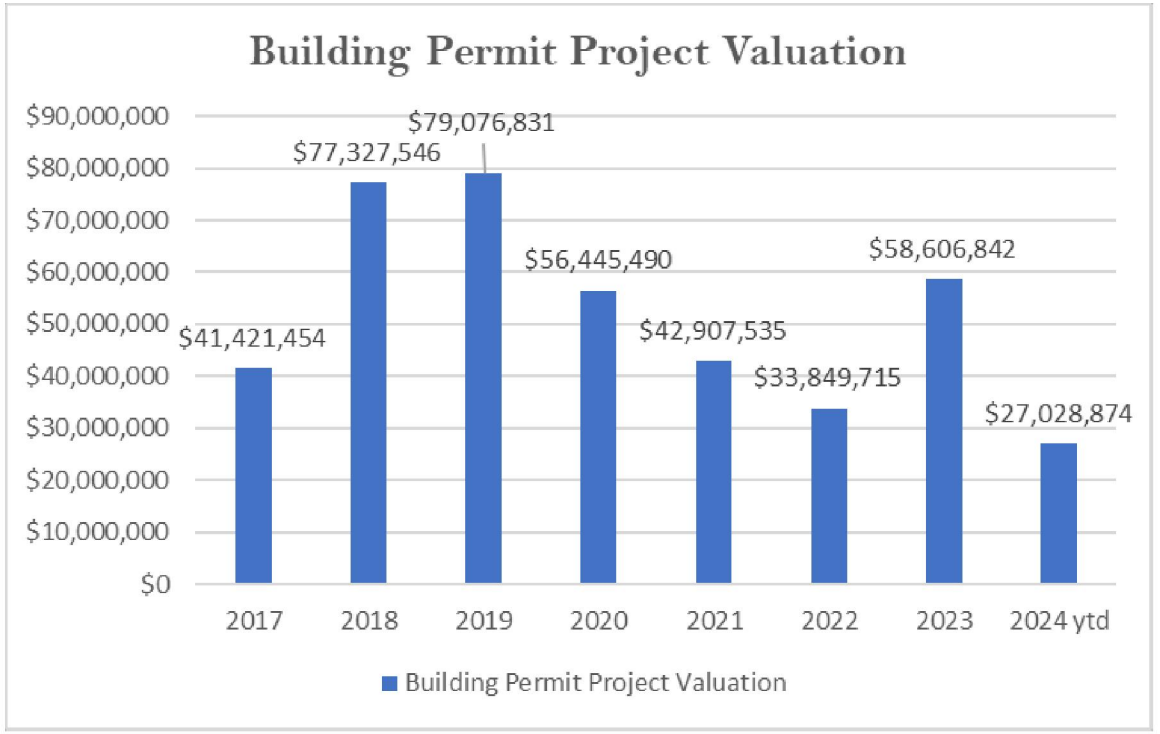
- Continue reviewing Unified Development Ordinance for opportunities to strengthen/clarify document
  - Implement cannabis regulations prior to January 2025 (verify timing)
- Monitor and be proactive in addressing ongoing "Missing Middle" legislation
  - Review opportunities to be more efficient and streamlined with development process so Brooklyn Center can be more competitive
- Housing Policy Plan
  - Local Affordable Housing Act (LAHA) + Housing Trust Fund Options
- Opportunity Site – Initial Phase Development
  - Continue to seek additional opportunities for funding and identify development opportunities elsewhere within the site.

Strengthen and Diversify Business Development and Housing Priority Areas: Former Sears, Former Target, Former Brown College, 57th and Logan, Opportunity Site Implementation, and continued build out of Shingle Creek Crossing

Construction Activity

Under Construction | Now Open

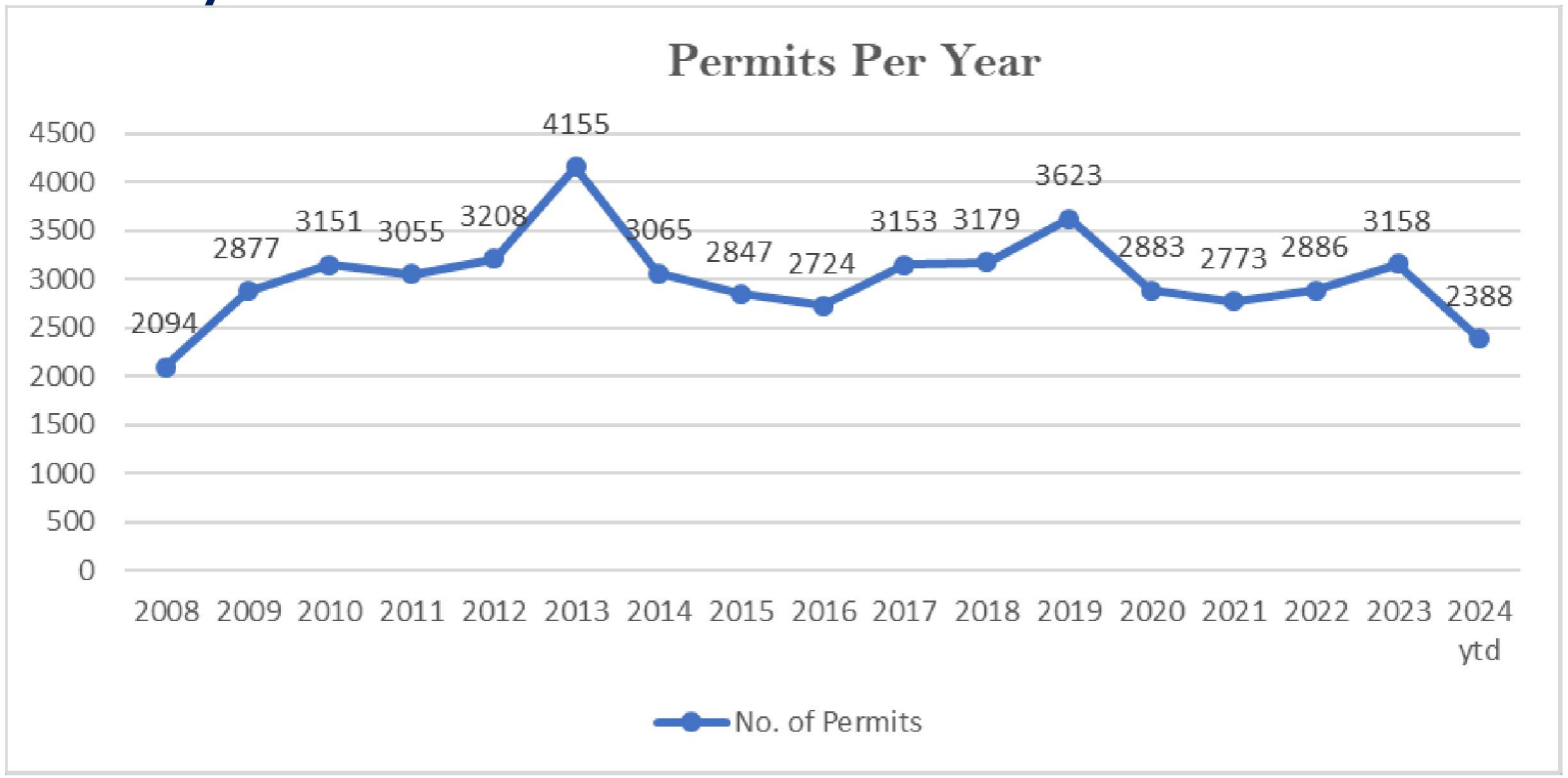
- State of MN DVS Inspection Station – September 2024
- Wangstad Commons – December 2024
- Pollo Campero Restaurant and Drive-thru – December 2024
- Los Campeones Gym – November 2024
- Icon Beauty Expansion – Winter/Spring 2025
- Empire Foods – March 2024
- Dos Hermanos Restaurant – July 2024
- San Juditas Tadeo Grocery Store – October 2024
- Vista Salon and Suites – April 2024
- Regus - October 2024
- Harold's Chicken – January 2024
- Micholandia – September 2023
- 102 Boba – December 2023
- All Taco – September 2023
- Brothers Taqueria – July 2023



Construction Activity

Under Review | Under Construction

- 6800 Humboldt
- Value Foods- Mechanical
- 6440 James Circle – Los Campeones Gym – Mechanical and Fire Alarm
- 6800 Shingle Creek Pkwy – Medtronic – Interior remodel
- 6940 Brooklyn Blvd – Carol's Kitchen - Plumbing
- 6415 James Circle – Travel Lodge - Plumbing
- 6846 Humbold Ave N – Plumbing updates
- 4 Group homes under review



2024/25 Building Division Initiatives

- Review fixed fee permit schedule
- Continue cross training in preparation for Opportunity Site
- Update handouts and brochures
- Review updated codes for 2026 adoption
- New electrical contract
- IMS permit flow update
- DOLI BO Grant Trainee
- Continuous education with DIY Property Owners and Contractors

Economic Development

Economic Growth Plan

- Area Plans – Opportunity Site & Shingle Creek Crossing
- Brooklyn Center Chamber of Commerce
- Fit Plan for Small Developers
- Loan Grant Programs
- Partnership Cultivation



Economic Development

Small Business Support

- Small business technical assistance
- Brooklyn Center Chamber of Commerce
- Resources
  - Facade improvement fund
  - Micro-loan fund
  - Elevate Business – Hennepin County
  - BrookLynk
  - CareerForce Center - HIRED



Economic Development

Funding

- Grants
- Marketing Strategy
- Partnership Cultivation



Economic Development

Financial Incentives

- 3% Funding for Developers (Loan program)
- Housing Trust Fund
- Entrepreneurial Equity Fund (Grant Program)



Economic Development

Opportunity Site

- Alatus Development/PUD Update
- Target Redevelopment
- Health Partners
- Resurrecting Faith
- Entrepreneurial Market Plaza
- Sports Facility



Economic Development

Shingle Creek

- Daylighting of the Creek
- PUD Updates/Permitting Housing/Community Building
- Sears Site/Transformco Overview



Conclusion

The Community Development Department has worked hard in 2024 addressing the City's housing, code enforcement, and economic development needs while planning for future growth. As we move into 2025, we remain committed to economic development and ensuring that Brooklyn Center is a community where residents and businesses can thrive.

Council Regular Meeting

DATE: 10/28/2024

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: Elizabeth Heyman, Public Works Director
BY: Lydia Ener, P.E., Assistant City Engineer

SUBJECT: Resolution Ordering Improvements and Authorizing Preparation of Plans and Specifications for Improvement Project No. 2025-02, 67th Avenue and James Avenue Mill & Overlay

Requested Council Action:

- Motion to approve a resolution ordering the Improvement Project No. 2025-02, 67th Avenue and James Avenue Mill & Overlay, and authorizing preparation of project plans and specifications

Background:

A public hearing is scheduled on October 28, 2024 to consider ordering improvements and authorize preparation of plans and specifications for Improvement Project No. 2025-02, 67th Avenue and James Avenue Mill & Overlay. All potentially affected property owners have been notified by mail of the date of the improvement public hearing and the amount of proposed special assessments.

An open house was held for the adjacent properties and property owners on August 29, 2024. Due to the commercial and industrial property uses, the meeting was held midday over the typical lunch hours rather than in the evening, to promote attendance of the commercial properties. Six properties provided responses, with five attending in person, representing five properties of the eleven adjacent to the project. Each attendee was able to discuss how the project would impact their business and access, as well as voice any concerns that could be addressed with the project. The majority of questions asked related to truck parking, access for shipments during construction, and the assessment process. All attendees seemed satisfied with having their questions answered, and many expressed intertest in personal follow-up when construction begins.

An assessment public hearing to consider certification of proposed special assessments for street improvements for Improvement Project No. 2025-02 will be held on December 9, 2024. A separate Notice of Assessment Public Hearing on proposed special assessments will be sent to properties that are proposed to be assessed in November 2024.

I. Explanation of Improvements

The proposed project includes roadway and minor utility improvements on 67th Avenue N and James Avenue N. On September 23, 2024, the City Council received the project feasibility report and called for a public hearing to be held on October 28, 2024, to consider these improvements.

The project feasibility report provides a description of recommended improvements for the proposed area and an estimated project budget. The proposed improvements are as follows:

1 . **Street Improvements** – Milling and overlaying of existing bituminous pavement, miscellaneous repairs of concrete curb and gutter and driveway aprons, and boulevard restoration.

2. **Storm Drainage Improvements -** The recommended storm sewer improvements consists of replacing catch basin and manhole castings.

3. **Water Main Improvements** - The recommended water main improvements include replacing approximately half of the existing valves and hydrants.

4. **Sanitary Sewer Improvements** - The recommended sanitary sewer improvements consists of replacing manhole castings.

II. Summary of Assessments

Special assessments are proposed as one of several funding sources for the improvements located within the project area. The 2025 special assessment rates for street improvements will be established in accordance with the City's Special Assessment Policy. The 2025 rates are anticipated to be established by the City Council on November 12, 2024.

The feasibility report includes a preliminary assessment roll identifying the affected properties, as well as the zoning designations and associated preliminary assessment. See attached Pending Assessment Roll and Assessment Map from the project feasibility report. The special assessments will not exceed the amounts on the attached special assessment roll.

The commercial and industrial properties within the project area are proposed to be assessed on an area basis. An "A" zone benefit includes the area abutting the street to be improved, extended to the depth of 200-feet and a "B" zone of lesser benefit for the remainder of the property area. The "A" zone rate is based on assessing 70 percent of the total street project cost deemed to benefit the property and the "B" zone rate is based on 30 percent. Based on cost estimates for the street improvements, the unit rate has been determined to be "A" zone rate of $0.3453 per square foot and a "B" zone rate of $0.1480 per square foot. It should be noted that historically the assessments have been levied based on estimated costs rather than actual costs, understanding that the project costs are levied at a reduced percentage (70 and 30 percent as indicated above). The remaining street construction costs would be funded from the Street Reconstruction Fund. A summary of the proposed special assessments for street improvements is provided in Appendix A.

III. Recommended Council Procedure

Public Hearing to Order Improvements: Staff recommends that a presentation be provided to the City Council prior to holding the improvement public hearing. Following the presentation, a public hearing to consider ordering the improvement project should be conducted to receive public comments. Public comments concerning special assessments should be deferred to the Assessment Public Hearing in December 2024. A resolution ordering the improvements and authorizing preparation of plans and specifications is provided for City Council consideration upon closing of the public hearing. A four-fifths majority vote of the City Council present for the hearing is required for the improvements to proceed.

Budget Issues:

The total project cost for the 67th Avenue and James Avenue Mill & Overlay is estimated to be $790,000. Funding sources for the project are proposed from a variety of sources as described in the feasibility report. The Draft Special Assessment Levy Roll for Improvement Project No. 2025-02 is included in Appendix A of

the feasibility report. The project funding sources, as described in the September 23, 2024 Feasibility Report, are currently estimated to be:

Special Assessments	$ 379,980.46
Sanitary Sewer Utility Fund	$ 30,000.00
Water Utility Fund	$ 90,000.00
Storm Drainage Utility Fund	$ 110,000.00
Street Reconstruction Fund	$ 180,019.54
Total	$ 790,000.00

Inclusive Community Engagement:

NA

Antiracist/Equity Policy Effect:

NA

Strategic Priorities and Values:

Maintain and enhance public places

ATTACHMENTS:

Description	Upload Date	Type
Resolution	10/21/2024	Resolution Letter
Feasibility Report with Draft Assessment Roll and Map	10/21/2024	Backup Material

Member introduced the following resolution and moved its adoption:

RESOLUTION NO._____

RESOLUTION ORDERING IMPROVEMENTS AND AUTHORIZING PREPARATION OF PLANS AND SPECIFICATIONS FOR IMPROVEMENT PROJECT NO. 2025-02, 67TH AVENUE AND JAMES AVENUE MILL & OVERLAY

WHEREAS, the Brooklyn Center City Council on September 23, 2024, accepted the feasibility report for street, storm drainage and utility improvements in the area generally described as "67th and James Mill and Overlay", more specifically described as follows: 67th Avenue N from Shingle Creek Parkway to the east cul-de-sac, and James Avenue N from Freeway Boulevard to 67th Avenue N.

WHEREAS, the City Council has received and accepted a feasibility report for said proposed improvements, as prepared under the City Engineer's supervision; and

WHEREAS, said improvements are necessary, cost effective and feasible as detailed in the feasibility report; and

WHEREAS, the City Council on September 23, 2024, adopted a resolution setting a date for a public hearing regarding the proposed improvements for the described improvement area; and

WHEREAS, ten days published notice of hearing was given and the hearing was held on October 28, 2024, at which time all persons desiring to be heard were given the opportunity to be heard thereon; and

WHEREAS, the City Council has considered all comments, testimony, evidence and reports offered at or prior to the October 28, 2024, hearing; and

WHEREAS, the City reasonably expects to spend monies from the Infrastructure Construction Fund on a temporary basis to pay the expenditures described in this resolution; and

WHEREAS, the City reasonably expects to reimburse itself for such expenditures from the proceeds of taxable or tax-exempt bonds, the debt service of which is expected to be paid from property taxes, special assessments or utility fees. The maximum amount of special assessment obligations expected to be issued for such project is $379,980.46; and

WHEREAS, the Engineering Division is prepared to develop plans and specifications for said public improvement project.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of

Brooklyn Center, Minnesota, that:

1. Improvement Project No. 2025-02, 67th Avenue and James Avenue Mill & Overlay, are hereby ordered and the Engineering Division is authorized to prepare plans and specifications for said improvements.

2. This resolution is intended to constitute official intent to issue taxable or tax exempt reimbursement bonds for purposes of Treasury Regulations and any successor law, regulation, or ruling. This resolution will be modified to the extent required or permitted by Treasury Regulations or any successor law, regulation, or ruling.

October 28, 2024 _____
Date

_____
Mayor

ATTEST: _____
City Clerk

The motion for the adoption of the foregoing resolution was duly seconded by member

and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:
whereupon said resolution was declared duly passed and adopted.

Public Works Dept
Engineering Division
Phone: 763-569-3340
FAX: 763-569-3440

FEASIBILITY REPORT

67TH AVENUE AND JAMES AVENUE MILL & OVERLAY

IMPROVEMENT PROJECT NO. 2025-02

CITY OF BROOKLYN CENTER, MINNESOTA

SEPTEMBER 23, 2024

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota

Lydia M. Ener

Lydia M Ener, P.E.
Reg. No. 57221
September 23, 2024

I. BACKGROUND

The City's Capital Improvement Program (CIP) identifies the 67th Avenue N and James Avenue N project area as a mill and overlay for 2025. The proposed project includes a bituminous mill and overlay, minor concrete curb repairs, and minor utility improvements within the project limits. The project area extends on 67th Avenue N from Shingle Creek Parkway to the east cul-de-sac, and on James Avenue N from Freeway Boulevard to 67th Avenue N.

The 2025 mill and overlay project area consists of approximately 2,063 lineal feet of roadway. Within this area, there are eleven industrial properties adjacent to the roadway.

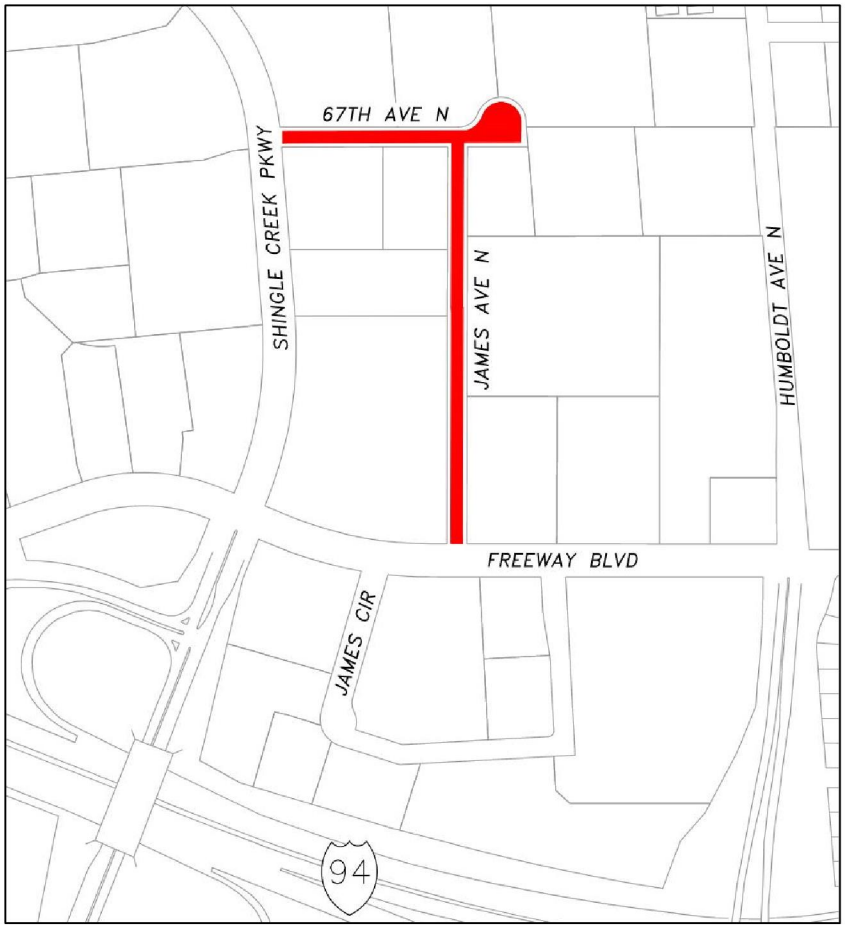


Figure 1: Project Area

II. STREET IMPROVEMENTS

A. EXISTING CONDITIONS

The proposed project area roadways, 67th Avenue N and James Avenue N, were reconstructed most recently in 1998. The existing streets are generally 44-feet wide with concrete curb and gutter. An existing pavement evaluation was conducted. Within the project, the road surface shows signs of deterioration such as lateral cracking, alligator cracking, and moderate potholes throughout the proposed improvement area.

Soil borings and pavement core measurements were conducted within the project area. These measurements revealed that the existing pavement sections within project area consist of 6 inches to 8 inches of bituminous pavement and aggregate base to a depth of 6 inches to 10 inches. The underlying pavement structure is generally stable for the majority of the roadway. Additionally, limited sections of deteriorated concrete curb and gutter were identified within the project area.

B. PROPOSED STREET IMPROVEMENTS

Based on the age, condition, and maintenance needs of the existing bituminous asphalt pavement surface, the recommended pavement improvements consist of a mill and overlay rehabilitation of the existing pavement. The existing concrete curb and gutter throughout the project area has not exceeded its life expectancy and can be suitably rehabilitated with spot repairs. Approximately 30 percent of the concrete curb and gutter and concrete driveway aprons are estimated to be replaced due to drainage issues and as warranted or impacted by other construction (e.g. public utility repairs).

Disturbed boulevard areas will be restored with topsoil and sod.

III. STREET LIGHTING SYSTEM

A. EXISTING CONDITIONS

The street improvement program has historically included the replacement of wooden free-standing street lights located within the project area, or those past their useful lifespan. Free-standing street lights are defined as lights mounted on poles which do not contain any other overhead utilities attached to them. The existing street light system throughout the project consists of fiberglass poles still in useful and working condition.

B. PROPOSED STREET LIGHTING IMPROVEMENTS

No street light improvements are proposed as part of this project.

IV. STORM DRAINAGE AND TREATMENT SYSTEM

A. EXISTING CONDITIONS

The project area is located within the Shingle Creek Watershed Management Commission area and ultimately flows to the Mississippi River. The existing storm drainage system in the project area consists of a network of storm sewer pipes installed in 1970 and 1974 and range in size from 15 to 36-inch diameter reinforced concrete pipes. Televising of the storm sewer in this area was conducted and pipes were found to be generally in good condition.

B. PROPOSED DRAINAGE IMPROVEMENTS

Storm sewer improvements will be made to the existing system that includes replacing manhole and catch basins castings and adjustments as necessary within the project area.

V. SANITARY SEWER SYSTEM

A. EXISTING CONDITIONS

The existing sanitary sewer throughout the project area is 8-inch diameter polyvinyl chloride (PVC) that was installed in 1970. All public sanitary sewer pipes were inspected with remote televising equipment and found to be in satisfactory condition.

B. PROPOSED SANITARY SEWER IMPROVEMENTS

Sanitary sewer improvements will be made to the existing system that includes replacing manhole castings and lids within the project area. The replacement of the castings with external seals will help minimize inflow and infiltration of rainwater into the sanitary sewer system.

VI. WATER SYSTEM

A. EXISTING CONDITIONS

The existing water main in the project area is 8-inch diameter cast iron pipe (CIP) installed in 1970. There is no record of water main breaks in the area and the water main is still within its useful life cycle

B. PROPOSED WATER MAIN IMPROVEMENTS

Water main improvements include replacement of approximately half the valves and hydrants in the project area.

VII. RIGHT-OF-WAY AND EASEMENTS

Generally, all public infrastructure owned, maintained and operated by the City throughout the project area is located within City easements and/or right-of-way. It is not anticipated that the City will need to obtain any additional easements for any existing or proposed improvement located within the roadway. If necessary, any identified easement needs during final design will be further coordinated with the City Attorney and the identified property owners.

VIII. PROPERTY OWNER ENGAGEMENT

An open house was held for the adjacent properties and property owners on August 29, 2024. Due to the commercial and industrial property uses, the meeting was held midday over the typical lunch hours rather than in the evening. Six property owners provided responses, with five attending in person, representing five properties of the eleven adjacent to the project. Each attendee was able to discuss how

the project would impact their business and access, as well as voice any concerns that could be addressed with the project. The majority of questions asked related to truck parking, access for shipments during construction, and the assessment process. All attendees seemed satisfied with having their questions answered, and many expressed intertest in personal follow-up when construction begins.

IX. ESTIMATED COSTS AND FUNDING CONSIDERATIONS

The total estimated cost of the proposed project is $790,000. Table 1 provides a summary of the estimated project costs and recommended funding amounts from the various sources as indicated. Funding for the project is further described below.

A. FUNDING FOR STREET IMPROVEMENTS

The estimated project cost of roadway improvements for all streets in this project area is $560,000. This preliminary estimate includes the cost for project administration, legal, engineering and construction contingency. Special assessments for street improvements are proposed in accordance with the 2025 rates. The commercial and industrial properties within the project area are proposed to be assessed on an area basis. An "A" zone benefit includes the area abutting the street to be improved, extended to the depth of 200-feet and a "B" zone of lesser benefit for the remainder of the property area. The "A" zone rate is based on assessing 70 percent of the total street project cost deemed to benefit the property and the "B" zone rate is based on 30 percent. Based on cost estimates for the street improvements, the unit rate has been determined to be "A" zone rate of $0.3453 per square foot and a "B" zone rate of $0.1480 per square foot. It should be noted that historically the assessments have been levied based on estimated costs rather than actual costs, understanding that the project costs are levied at a reduced percentage (70 and 30 percent as indicated above). The remaining street construction costs would be funded from the Street Reconstruction Fund. A summary of the proposed special assessments for street improvements is provided in Appendix A.

B. FUNDING FOR UTILITY IMPROVEMENTS

The estimated cost of storm drainage improvements is $110,000; the estimated cost of sanitary sewer improvements is $30,000; and the estimated cost for water main improvements is $90,000. As previously noted, these total cost estimates include the costs for project administration, engineering, legal and construction contingency. All costs for water and sanitary sewer improvements will be funded by their respective utility funds in accordance with established policy for such improvements.

Table 1: Cost and Funding

	Streets	Storm Drainage	Sanitary Sewer	Water Main	Estimated Total
Estimated Expenditures					
Estimated Construction Cost	$424,000.00	$80,000.00	$24,000.00	$68,000.00	$600,000.00
Contingencies (10%)	$42,000.00	$8,000.00	$2,000.00	$7,000.00	$60,000.00
Admin., Eng., Legal (20%)	$93,000.00	$18,000.00	$5,000.00	$15,000.00	$130,000.00
Total Estimated Project Costs	$560,000.00	$110,000.00	$30,000.00	$90,000.00	$790,000.00
Estimated Revenue					
Street Special Assessments	$379,980.46				$379,980.46
Storm Special Assessments		$0.00			$0.00
Sanitary Sewer Utility Fund			$30,000.00		$30,000.00
Water Utility Fund				$90,000.00	$90,000.00
Storm Drainage Utility Fund		$110,000.00			$110,000.00
Street Reconstruction Fund	$180,019.54				$180,019.54
Total Estimated Revenue	$560,000.00	$110,000.00	$30,000.00	$90,000.00	$790,000.00

X. RECOMMENDED PROJECT SCHEDULE

The proposed project is anticipated to be begin design during the winter of 2024/2025, with construction occurring during the 2025 season, the preliminary schedule for the project can be found in Table 2.

Table 2: Anticipated Project Schedule

Action	Target Date
City Council Receives Feasibility Report, Declares Cost to be Assessed and Calls for Public Hearings	September 23, 2024
City Council Holds Public Hearing, Authorizes the Project and Orders Preparation of Plans and Specifications	October 28, 2024
City Council Approves Plans and Specs and Authorizes Advertisement for Bids	January 2025
City Receives and Opens Project Bids	February 2025
City Council Considers Award of Contract	March 2025
Start Project Construction	June 2025
Construction Substantially Complete	September 2025

XI. CONCLUSIONS AND RECOMMENDATIONS

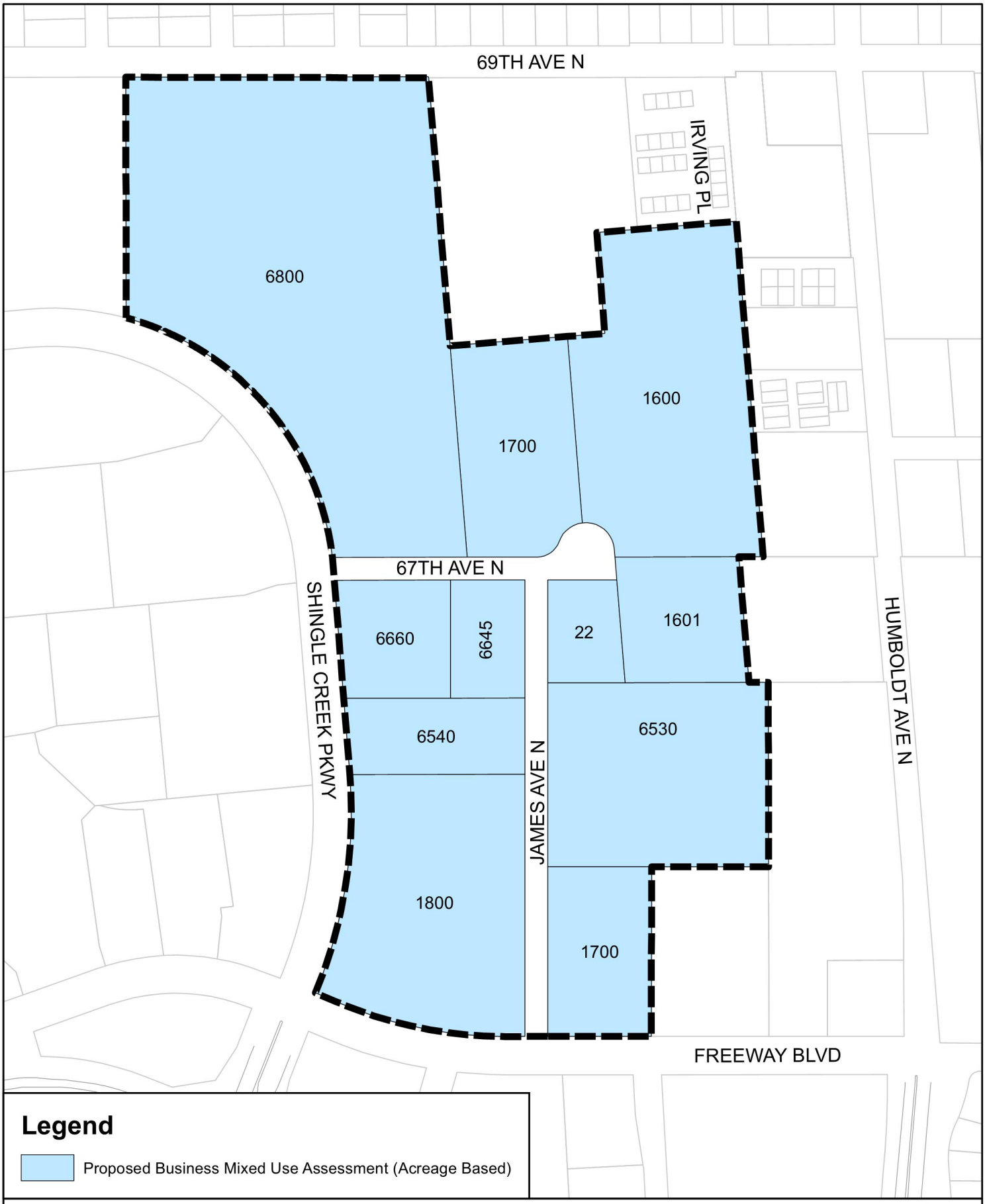
The overall condition of the City's street and utility infrastructure systems is critical to the operation, safety, welfare and economic health of the entire community. As a result of the infrastructure needs described, the proposed solutions, and the estimated costs provided in this report, the proposed project is considered to be necessary, cost effective and feasible.

Appendix A

DRAFT Proposed Pending Assessment Roll
DRAFT Proposed Assessment Map

CITY OF BROOKLYN CENTER PROPOSED PENDING ASSESSMENT ROLL
September 23, 2024
2025 67TH AND JAMES MILL AND OVERLAY PROJECT
IMPROVEMENT PROJECT NO. 2025-02

PROPERTY ID	HOUSE	STREET NAME	LEVY#	STREET	NOTES ZONING		(SF)		(SF)
3511921110012	1600	67th Avenue North	**26001**	**$ 66,888.23**	MX-B	(A)	61,450.00	(B)	308,578.00
3511921110013	1700	67th Avenue North	**26001**	**$ 38,407.76**	MX-B	(A)	67,215.00	(B)	102,692.00
3511921140014	1601	67th Avenue North	**26001**	**$ 18,220.67**	MX-B	(A)	12,031.00	(B)	95,043.00
3511921140002	22	Address Unassigned	**26001**	**$ 17,889.30**	MX-B	(A)	51,808.00	(B)	
3511921140008	1800	Freeway Boulevard	**26001**	**$ 41,698.92**	MX-B	(A)	116,264.00	(B)	10,493.00
3511921140016	1700	Freeway Boulevard	**26001**	**$ 25,128.72**	MX-B	(A)	69,002.00	(B)	8,799.50
3511921140003	6530	James Avenue North	**26001**	**$ 60,469.43**	MX-B	(A)	96,612.00	(B)	183,171.00
3511921140005	6645	James Avenue North	**26001**	**$ 20,873.39**	MX-B	(A)	60,450.00	(B)	
3511921140006	6660	Shingle Creek Parkway	**26001**	**$ 14,254.99**	MX-B	(A)	39,307.00	(B)	4,610.00
3511921120015	6800	Shingle Creek Parkway	**26001**	**$ 61,355.75**	MX-B	(A)	53,038.00	(B)	290,822.50
3511921140007	6540	Shingle Creek Parkway	**26001**	**$ 14,793.31**	MX-B	(A)	40,000.00	(B)	6,630.50
Total Assessments				**$ 379,980.46**					



Assessment Map
67th Avenue and James Avenue Improvement Project

N

9/10/2024

Council Regular Meeting

DATE: 10/28/2024

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: Jesse Anderson, Community Development Director
BY: Ginny McIntosh, Planning Manager

SUBJECT: Opportunity Site Master Plan

Requested Council Action:

- Motion to recommend City Council adoption of the Opportunity Site Master Plan as the guiding policy document for future build out of the Opportunity Site Plan

Background:

Background & Overview
The Opportunity Site represents one of the most important redevelopment sites within the City of Brooklyn Center. Recognizing this, in 2019 City staff began working on a Master Plan for the approximately 80-acre Opportunity Site. From the beginning, this Master Planning effort intended to shift expectations of development within the Opportunity Site to be more community-serving in process and outcomes. This was anchored by a three-phase, multi-year engagement approach, with an intentional effort to deliver community benefits. As such, the buildout of the Opportunity Site is to be guided by this Master Plan in a manner that reflects a community-driven, proactive vision for new neighborhoods, transportation systems, and public spaces.

The Master Plan provides guidance towards promoting a vibrant public realm, an accessible and connected multi-modal transportation network, and a mix of housing choices for the Opportunity Site. It envisions a new "downtown" for Brooklyn Center – one which is reflective of the many people and cultures that call the city home.

The Master Plan faced several delays due to the COVID-19 pandemic, civil unrest, and design uncertainties of the "Phase I" development within the Opportunity Site. Despite this, City Council and staff continued to progress key elements of the plan: In July 2021, Council adopted the Opportunity Site Infrastructure Framework; in November 2022, Council affirmed the Opportunity Site Public Realm Framework, which is included as an appendix to the final master plan; in August 2023, staff reviewed with Council additional supportive appendices to the Master Plan - a Community Benefits Template and Equitable Development Framework guide; and in October 2023 and March 2024 Council was provided updates and comment opportunities for the Master Plan.

Now, representing over four years of collaborative effort, City staff are presenting the Opportunity Site Master Plan for city adoption. The adopted plan will be a policy document to be used by City staff, to guide the future public and private build out of the Opportunity Site in a manner that seeks to deliver long-term community benefits.

A presentation was provided by Mike Thompson (Bolton & Menk) at the September 12, 2024 Planning Commission meeting where the Commissioners ultimately recommended City Council approval on a 4-1 vote. The dissenting vote was made due to a request for additional time to be allocated for discussion on the Opportunity Site Master Plan.

Master Plans

Master Plans provide guiding, authoritative, long-range visions for a defined area, while giving confidence to private development as to the type of development that will be supported. Master Plans generally establish a guiding vision and principles for an area, then ascribe (1) land development, (2) transportation systems, (3) public infrastructure and (4) public realm/space guidance in support of this vision and principles. Master plans are **not** intended to be unwaveringly prescriptive. Rather, they intend to convey the long-term parameters and a framework in which an area should change within.

Opportunity Site Master Plan

The Opportunity Site Master Plan includes:

- Area visioning and guiding principles informed by a multi-year, multi- phased public engagement process;
- A land use framework intending to foster a new inclusive, mixed-use downtown;
- A public realm network that anchors the site and provides places for all people;
- Supportive multimodal transportation and public infrastructure guidance;
- Future-oriented scenarios for opportunities on the city's horizon, such as a new city hall and transit readiness; and
- Guidance for and alignment of the "Phase 1" development site

Community-derived Guiding Principles of the Master Plan are:

- Create a vibrant and distinctive destination for the community and region
- Embrace the growing diversity of the community
- Consider sustainability in the design of development
- Produce places that bring the community together

Plan Engagement

The scale and reach of the Master Plan's engagement exceeded that of any past effort in the City's history. To conduct this effort, staff facilitated a three-phased engagement approach:

> **Spring 2019 – Spring 2020:** The initial phase of engagement centered on creating a foundation for the goals and priorities of the Opportunity Site, by identifying community existing conditions, concerns, opportunities, and desired development benefits. This phase included more than 1000 direct engagements related to the Opportunity Site Master Plan goals, principles, and vision via four facilitated stakeholder workshops, several event pop-ups, the establishment of a multicultural advisory committee, a podcast, open houses, social media, online survey, use of local student liaisons, and updates to city leadership.
>
> **Spring 2020 – Winter 2021:** The second phase of engagement unveiled and vetted the draft Master Plan to ensure it aligned with community desires and sought to proactively mitigate unintended consequences of future development. A series of community-convened, city-convened, and community-organization convened meetings, use of a custom-made "meeting in a box" toolkit for public-facilitate meetings, open houses, social media, online and paper surveys, interactive online maps, and updates to city leadership. Each sought to vet the Master Plan alignment with community desires and proactively mitigate unintended consequences of future development.

Winter 2021 – Summer 2022: The third engagement phase pivoted from the Master Plan to the Phase 1 Development Site, and the Entrepreneurial Marketplace ("EMP"). Unlike the prior two phases, this engagement phase was rooted in a community-based participatory engagement approach, in which eight local organizations facilitated outreach within their respective communities. Each organization self-determined how they should conduct outreach to be more responsive to the needs and expectations of their community members. Feedback gathered was used to refine the Phase 1 development vision.

Supportive Appendices

To support Plan implementation, the Master Plan includes three appendices:

1. **Public Realm Pattern Book:** Guide for the thematic design of the public realm and streetscape throughout the Opportunity Site
2. **Community Benefits Agreement Template:** Template for city staff to develop a community benefits agreement with developers in the Opportunity Site, whenever public subsidy or support is included with a project.
3. **Equitable Development Framework:** A functional tool to inform the design of development and infrastructure in a way that considers design equity best practices.

Plan Adoption

Adoption of the Opportunity Site Master Plan will do the following:

- Affirm the community-driven vision for the Opportunity Site, its build out, and community benefit expectations
- Provide an actionable policy document for city staff to utilize when pursuing and negotiating development within the Opportunity Site
- Signal to the development community City and Community expectations for development from the Opportunity Site, clarifying the development process and expected outcomes

Next Steps & Future Development Approvals

Adoption of this Master Plan does not guarantee development. Future development will still be required to follow the standard city design review and approval process, prior to being issued construction permits.

To fully align with the Master Plan vision, development north of John Martin Drive *may* require an amendment to the City's Comprehensive Plan for the specific development parcel. These parcels are currently zoned Commercial Mixed Use (MX-C); however, the densities and site design ranges envisioned by the Master Plan do extend beyond those of the current MX-C zoning district.

Any Comprehensive Plan approval needs will be identified by city staff to prospective developers and would be initiated by the developer as part of the development approval process. The amendment process is required by the Metropolitan Council, and must occur before construction can begin.

More information on this process can be found in the *Development Process Overview* attachment.

A copy of the last revised draft of the Opportunity Site Master Plan is included for your review.

For additional information, you may also access the Opportunity Site project website at:

https://clients.boltonmenk.com/brooklyncenter2019/opportunitysite/opportunitysite/

Budget Issues:

Adoption of the Opportunity Site Master Plan should have no immediate effect on the budget; however, the Opportunity Site Master Plan should be referenced pending future build out of the Opportunity Site for consideration of potential City staffing needs and budgeting.

Inclusive Community Engagement:

The Opportunity Site Master Plan supports the community-driven development vision of the Opportunity Site, allowing for on-going alignment with intended development goals.

Antiracist/Equity Policy Effect:

The Master Plan seeks to promote equitable, community-serving outcomes of development within the Opportunity Site, as identified in the Opportunity Site Principles & Goals.

Strategic Priorities and Values:

Strengthen community and employee engagement in key decisions, Strengthen and diversify business development and housing

ATTACHMENTS:

Description	Upload Date	Type
Opportunity Site Master Plan Memo	10/22/2024	Cover Memo
Resolution - Adoption of the Opportunity Site Master Plan	10/22/2024	Resolution Letter
Opportunity Site Master Plan with Exhibits (October 14, 2024)	10/9/2024	Backup Material
CCR No. 2021-090 - Opportunity Site Infrastructure Framework to Guide Master Plan	10/9/2024	Backup Material

DATE: October 28, 2024

TO: City of Brooklyn Center City Council

FROM: Ginny McIntosh, Planning Manager | Mike Thompson, Principal Urban Planner (Bolton & Menk)

SUBJECT: Opportunity Site Master Plan Adoption

Recommendation:
Motion to recommend City Council adoption of the Opportunity Site Master Plan as the guiding policy document for future build out of the Opportunity Site.

Background & Overview
The Opportunity Site represents one of the most important redevelopment sites within the City of Brooklyn Center. Recognizing this, in 2019 City staff began working on a Master Plan for the approximately 80-acre Opportunity Site. From the beginning, this Master Planning effort intended to shift expectations of development within the Opportunity Site to be more community-serving in process and outcomes. This was anchored by a three-phase, multi-year engagement approach, with an intentional effort to deliver community benefits. As such, the buildout of the Opportunity Site is to be guided by this Master Plan in a manner that reflects a community-driven, proactive vision for new neighborhoods, transportation systems, and public spaces.

The Master Plan provides guidance towards promoting a vibrant public realm, an accessible and connected multi-modal transportation network, and a mix of housing choices for the Opportunity Site. It envisions a new "downtown" for Brooklyn Center – one which is reflective of the many people and cultures that call the city home.

The Master Plan faced several delays due to the COVID-19 pandemic, civil unrest, and design uncertainties of the "Phase I" development within the Opportunity Site. Despite this, City Council and staff continued to progress key elements of the plan: In July 2021, Council adopted the Opportunity Site Infrastructure Framework; in November 2022, Council affirmed the Opportunity Site Public Realm Framework, which is included as an appendix to the final master plan; in August 2023, staff reviewed with Council additional supportive appendices to the Master Plan - a Community Benefits Template and Equitable Development Framework guide; and in October 2023 and March 2024 Council was provided updates and comment opportunities for the Master Plan.

Now, representing over four years of collaborative effort, City staff are presenting the Opportunity Site Master Plan for city adoption. The adopted plan will be a policy document to be used by City staff, to guide the future public and private build out of the Opportunity Site in a manner that seeks to deliver long-term community benefits.

A presentation was provided by Mike Thompson (Bolton & Menk) at the September 12, 2024 Planning Commission meeting where the Commissioners ultimately recommended City Council approval on a 4-1 vote. The dissenting vote was made due to a request for additional time to be allocated for discussion on the Opportunity Site Master Plan.

Master Plans

Master Plans provide guiding, authoritative, long-range visions for a defined area, while giving confidence to private development as to the type of development that will be supported. Master Plans generally establish a guiding vision and principles for an area, then ascribe (1) land development, (2) transportation systems, (3) public infrastructure and (4) public realm/space guidance in support of this vision and principles. Master plans are **not** intended to be unwaveringly prescriptive. Rather, they intend to convey the long-term parameters and a framework in which an area should change within.

Opportunity Site Master Plan

The Opportunity Site Master Plan includes:

- Area visioning and guiding principles informed by a multi-year, multi- phased public engagement process;
- A land use framework intending to foster a new inclusive, mixed-use downtown;
- A public realm network that anchors the site and provides places for all people;
- Supportive multimodal transportation and public infrastructure guidance;
- Future-oriented scenarios for opportunities on the city's horizon, such as a new city hall and transit readiness; and
- Guidance for and alignment of the "Phase 1" development site

Community-derived Guiding Principles of the Master Plan are:

- Create a vibrant and distinctive destination for the community and region;
- Embrace the growing diversity of the community;
- Consider sustainability in the design of development; and
- Produce places that bring the community together

Plan Engagement

The scale and reach of the Master Plan's engagement exceeded that of any past effort in the City's history. To conduct this effort, staff facilitated a three-phased engagement approach:

Spring 2019 – Spring 2020: The initial phase of engagement centered on creating a foundation for the goals and priorities of the Opportunity Site, by identifying community existing conditions, concerns, opportunities, and desired development benefits. This phase included more than 1000 direct engagements related to the Opportunity Site Master Plan goals, principles, and vision via four facilitated stakeholder workshops, several event pop-ups, the establishment of a multicultural advisory committee, a podcast, open houses, social media, online survey, use of local student liaisons, and updates to city leadership.

Spring 2020 – Winter 2021: The second phase of engagement unveiled and vetted the draft Master Plan to ensure it aligned with community desires and sought to proactively mitigate unintended consequences of future development. A series of community-convened, city-convened, and community-organization convened meetings, use of a custom-made "meeting in a box" toolkit for public-facilitate meetings, open houses, social media, online and paper surveys, interactive online maps, and updates to city leadership. Each sought to vet the Master Plan alignment with community desires and proactively mitigate unintended consequences of future development.

Winter 2021 – Summer 2022: The third engagement phase pivoted from the Master Plan to the Phase 1 Development Site, and the Entrepreneurial Marketplace ("EMP"). Unlike the prior two phases, this engagement phase was rooted in a community-based participatory engagement approach, in which eight local organizations facilitated outreach within their respective communities. Each organization self-determined how they should conduct outreach to be more responsive to the needs and expectations of their community members. Feedback gathered was used to refine the Phase 1 development vision.

Supportive Appendices

To support Plan implementation, the Master Plan includes three appendices:

1. **Public Realm Pattern Book:** Guide for the thematic design of the public realm and streetscape throughout the Opportunity Site
2. **Community Benefits Agreement Template:** Template for city staff to develop a community benefits agreement with developers in the Opportunity Site, whenever public subsidy or support is included with a project.
3. **Equitable Development Framework:** A functional tool to inform the design of development and infrastructure in a way that considers design equity best practices.

Plan Adoption

Adoption of the Opportunity Site Master Plan will do the following:

- Affirm the community-driven vision for the Opportunity Site, its build out, and community benefit expectations
- Provide an actionable policy document for city staff to utilize when pursuing and negotiating development within the Opportunity Site
- Signal to the development community City and Community expectations for development from the Opportunity Site, clarifying the development process and expected outcomes

Next Steps & Future Development Approvals

Adoption of this Master Plan does not guarantee development. Future development will still be required to follow the standard city design review and approval process, prior to being issued construction permits.

To fully align with the Master Plan vision, development north of John Martin Drive *may* require an amendment to the City's Comprehensive Plan for the specific development parcel. These parcels are currently zoned Commercial Mixed Use (MX-C); however, the densities and site design ranges envisioned by the Master Plan do extend beyond those of the current MX-C zoning district.

Any Comprehensive Plan approval needs will be identified by city staff to prospective developers and would be initiated by the developer as part of the development approval process. The amendment process is required by the Metropolitan Council, and must occur before construction can begin. More information on this process can be found in the *Development Process Overview* attachment.

Budget Issues

Adoption of the Opportunity Site Master Plan should have no immediate effect on the budget; however, the Master Plan should be referenced pending future build out of the Opportunity Site for consideration of potential City staffing needs and budgeting.

Inclusive Community Engagement

The Opportunity Site Master Plan supports the community-driven development vision of the Opportunity Site, allowing for on-going alignment with intended development goals.

Antiracist | Equity Policy Effect

The Master Plan seeks to promote equitable, community-serving outcomes of development within the Opportunity Site, as identified in the Opportunity Site Principles & Goals.

Strategic Priorities and Values

- Strengthen and diversify business development and housing
- Strengthen community and employee engagement in key decisions
- Maintain and enhance public places

Attachments

- *Draft Opportunity Site Master Plan*
- *Attachments A and B: Areas of Possible Comprehensive Plan Amendment and Development Application Process Overview*
- *City Council Resolution No. 2021-090 (Opportunity Site Infrastructure Framework to Guide the Opportunity Site Master Plan)*

Member introduced the following resolution and moved its adoption:

RESOLUTION NO.

A RESOLUTION ADOPTING THE OPPORTUNITY SITE MASTER PLAN AS THE GUIDING POLICY DOCUMENT FOR THE BUILD OUT OF THE OPPORTUNITY SITE

WHEREAS, the Opportunity Site Master Plan ("the Master Plan") is a multi-phased planning document initiated in 2019, and envisions the future redevelopment of an approximately 80-acre area known as the "Opportunity Site" to a new, mixed-use downtown; and

WHEREAS, a master plan is a big picture, values-driven plan crafted to guide future development of a specific area, and is not intended to provide specific details for development projects; and

WHEREAS, the Master Plan is comprised of two primary components:

1. An *infrastructure framework* that comprises the physical layout of the area with land use, roads, parks, trails, stormwater, utilities, and other related elements; and

2. An *implementation framework* that identifies how the physical elements will be delivered and what they are intended to achieve, as well as development goals, community benefits, financial feasibility, zoning regulations, and short and longer-term action steps; and

WHEREAS, the Master Plan process was anchored by a three-phase, multi-year engagement approach, with an intentional effort to deliver community benefits, while realizing the physical and geographic realities of the area; and

WHEREAS, the Master Plan faced several delays due to the COVID-19 pandemic, civil unrest, and design uncertainties of the Phase I development within the Opportunity Site, but City Council and staff were able to continue progressing key elements of the plan; and

WHEREAS, the Opportunity Site Infrastructure Framework was adopted by the City of Brooklyn Center City Council on July 12, 2021 under City Council Resolution No. 2021-90, as a foundational component to the Opportunity Site Master Plan process as it provided guidance regarding land use, road and public space networks, and stormwater systems, and;

WHEREAS, the Infrastructure Framework was a critical component in preserving and progressing the Opportunity Site Master Plan Process because:

- The absence of cohesive site-wide policy guidance severely limits the City from aligning private property reuse or redevelopment in the Opportunity Site with city and community goals through the development review process;

- The Infrastructure Framework ensured consistency of site-wide infrastructure planning—particularly land use, roadway, public space, and stormwater systems—which provides opportunities for more connective, efficient, sustainable, and cost-effective systems;

- City guidance on site-wide land and infrastructure use will aid City staff in their ongoing conversations with MnDOT over the future use and ownership of MnDOT held right-of-way (ROW) at John Martin Drive; and

- The Infrastructure Framework supported implementation of the City of Brooklyn Center's 2040 Comprehensive Plan, upon which the Master Plan is based; and

WHEREAS, the Infrastructure Framework and Opportunity Site Master Plan are not a final layout of the physical infrastructure elements, but rather a guide to help refine technical details of the site infrastructure, and future public and private build out of the Opportunity Site that seeks to deliver long-term community benefits; and

WHEREAS, in November 2022, City Council affirmed the Opportunity Site Public Realm Framework, which is included as an appendix to the final Master Plan; and

WHEREAS, in August 2023, City Council and staff reviewed additional supportive appendices to the Master Plan, of which included a Community Benefits Template and Equitable Development Framework Guide; and

WHEREAS, in March 2024, City Council was provided with additional updates and opportunities for comment on the Master Plan; and

WHEREAS, in September 2024, the City of Brooklyn Center Planning Commission were provided the draft Master Plan, received a presentation by City Consultant Bolton & Menk on the Master Plan, and ultimately recommended City Council approval of the Opportunity Site Master Plan; and

WHEREAS, any future development within the Opportunity Site will still be required to follow the standard City of Brooklyn Center review and approval process, and while adoption of the Opportunity Site Master Plan does not guarantee development, it will do the following:

1. Affirm the community-driven vision for the Opportunity Site, its build out, and community benefit expectations;

2. Provide an actionable policy document for City staff to utilize when pursuing and negotiating development within the Opportunity Site; and

3. Signal to the development community City and community expectations for development from the Opportunity Site, clarifying the development process, and expected outcomes.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Brooklyn Center that the Opportunity Site Master Plan be adopted as the guiding policy document for the future build out of the City of Brooklyn Center's Opportunity Site.

October 28, 2024
Date

Mayor

ATTEST: _____
City Clerk

The motion for the adoption of the foregoing resolution was duly seconded by member and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

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Opportunity Site Master Plan

Brooklyn Center, Minnesota

October 14, 2024







Prepared for
City of Brooklyn Center

Prepared by
Bolton & Menk

DRAFT

Acknowledgements

City of Brooklyn Center Leadership

Mayor April Graves
Councilmember Marquita Butler
Councilmember Dan Jerzak
Councilmember Teneshia Kragness
Councilmember Kris Lawrence-Anderson

City of Brooklyn Center Planning Commission
City of Brooklyn Center Housing Commission
Multicultural Advisory Committee

City of Brooklyn Center Staff

Dr. Reggie Edwards, City Manager
Jesse Anderson, Community Development Director
Ginny McIntosh, Planning Manager
Krystin Eldridge, Associate Planner
Liz Heyman, Public Works Director
Ahmed Omer, City Engineer
Ian Alexander, Economic Development Manager
Amy Loegering, Economic Development Coordinator

Additional Thanks

Michael Elliott, Former Mayor
Dan Ryan, Former Councilmember
Curt Boganey, Former City Manager
Meg McMahan, Former Community Development Director
Mike Albers, Former City Engineer
Andrew Hogg, Former Assistant City Engineer

African Career Education and Resources (ACER)
Alatus, LLC
BrookLynk
CAPI USA
Ehlers Public Finance Advisors
Hennepin County
Juxtaposition Arts
KimbleCo.
Liberian Business Association (LIBA)
Local Initiatives Support Corporation (LISC) Twin Cities
Opportunity Site Task Force
Metropolitan Council
NEOO Partners
Paadio Consulting
Project for Pride in Living
Resurrecting Faith World Ministries

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Executive Summary

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Background

Purpose

Brooklyn Center is a **city of the future.** The population is rich with diversity from around the world.

Brooklyn Center also brings strengths from its past. Its location is accessible and connected. And people value its stock of affordable housing with convenient access to jobs, shopping, services, and other amenities.

Transitioning from the past to the future means transitioning spaces and places built for a previous era that no longer meet current needs. It also means addressing past and current practices that excluded some people from benefitting from progress and opportunity, particularly Black, Indigenous, and other People of Color (BIPOC).

This plan faced seismic shifts in process and timeline due to the emergence of the COVID pandemic and the murders of George Floyd and Daunte Wright. The importance of this plan and the build-out of downtown took on a new importance in light of these events, and the continued systemic inequalites faced by the city's predominantly BIPOC residents.

Redevelopment of the Opportunity Site is a **once in a generation opportunity** for Brooklyn Center to seize control of its future, to grow and change on it's own terms and to celebrate all that is special about the community. Rather than re-branding a community through redevelopment, Brooklyn Center wants to grow in such a way that the **existing character is strengthened — not pushed aside for the sake of attracting new development**.

Brooklyn Center is a fully built-out city. As such, it relies heavily on redevelopment to grow and enhance its revenues, which enables it to invest in necessary services, infrastructure, and amenities which are essential to improving the quality of life of its residents.

This project is also important, because it presents an opportunity for the City to **change the way** it has done development in the past. With land control and a strong position in the market, Brooklyn Center can define the public benefits of redevelopment **— on its own terms.**

The Opportunity Site



Planning Process Goals

- Defined timeline to take advantage of development opportunity
- Consistent with City goals and principles
- Process is grounded in data and best practices
- Provides direct access and benefits for residents
- Authentic engagement to connect people with decisions
- Meaningful opportunities for the public to influence outcomes
- Transparency in decision making

Community Values Expressed in the Plan

- Diversity and inclusivity
- Community Pride
- Affordability
- Environmental Sustainability
- Health and Wellness
- Local Benefit
- Fiscal Responsibility
- Counteracting Displacement
- Flexibility

Public Engagement and Community Input

The scale and reach of engagement for this Master Plan far exceeded that of any past effort in City history. The City and its partners facilitated a three-phased, multi-year engagement effort guided by city-wide principles including authenticity, transparency, and trust building. This included an iterative, evolving approach responsive to the COVID pandemic, and murders of George Floyd and Daunte Wright. Each of these monumental events brought disproportionate impacts on communities of color within and around Brooklyn Center.

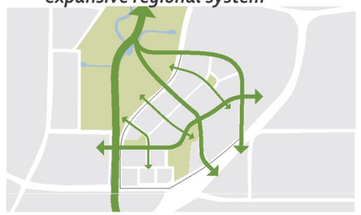
Engagement, from the beginning, was intended to support master plan visioning through an in-depth, inclusive process that connected with diverse groups of people across the city.

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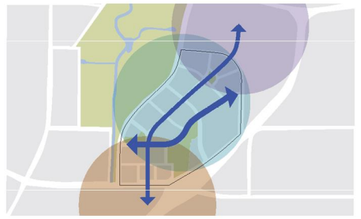
The Plan for a New Downtown Brooklyn Center

Concepts that Organize the Site

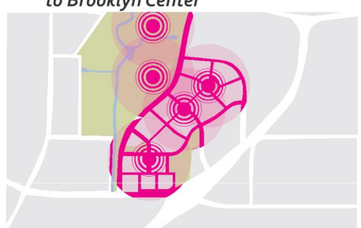
1 *Trail and park connections to the expansive regional system*



2 *A spine to organize neighborhoods*



3 *Community anchors to create a core to Brooklyn Center*



4 *Local connections to make access to Downtown easy*



Downtown Brooklyn Center will...

- ...be a place that represents ***all of what Brooklyn Center is*** and can become.
- ...present people with an attractive place to invest their time and energy in Downtown Brooklyn Center as much ***for what it is*** as for what it is near.
- ...contain a ***mix of uses*** that appeal to both current and future residents, entrepreneurs, and visitors of Brooklyn Center.
- ...have a significant amount of new medium and high density housing that helps diversify the City's housing stock - ***allowing residents to stay*** in Brooklyn Center and while attracting new residents.
- ...be a place that ***nurtures local businesses*** while also attracting new businesses that appeal locally and regionally.
- ...***generate value to the City*** by leveraging its irreplaceable assets - proximity to the Park and civic buildings, centrality to the City and its people, and access to the region.
- ...***provide benefits, opportunities, and amenities*** that are accessible and affordable to current Brooklyn Center residents.





Main Street



Parkway



BC Gateway Park



Garden Street

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Opportunity Site Master Plan Build-out Goals and Targets

Estimated Development Program						
		Estimated Residential Program Densities			Estimated Nonresidential Program Floor Areas	
Block	Area (acres rounded)	Low* (31 u/ac)	Average* (80 u/ac)	High* (130 u/ac)	Square Feet of Retail	Square Feet of Employment
1 (Phase 1)	15	743 units approved in 2022			30,000 - 40,000 (with EMP)	-
2	1	31	80	130	-	-
3	1	31	80	130	-	-
4	5	155	400	650	5,000 - 10,000	-
5	3	93	240	390	10,000 - 20,000	-
6	3.5	109	280	455	10,000 - 20,000	-
7**	7.5	75	263	450	10,000 - 20,000	-
8**	5.5	55	193	330	10,000 - 20,000	-
9**	3.5	35	123	210	-	-
10**	2.5	25	88	150	-	-
11**	3	30	105	180	-	-
12	16	-	-	-	-	200,000 - 400,000
13	4	-	-	-	-	15,000
TOTAL	70	1,382	2,595	3,818	75,000 - 130,000	200,000-400,000

*Totals are rounded for estimation purposes.

**Current zoning for this block allows for lower density ranges, of 10–60 units per acre. Development applications seeking densities higher than this range would require a comprehensive plan amendment.

***Phase 1 Alatus Development Site

****Potential Development Site Within Current MnDOT ROW (see page 43)



Targets for the Planning Process

- Documented of outcomes of project-based engagement
- Completed and approved Community Benefits agreement (Appendix 4)
- Completed and approved Equity Development Framework (Appendix 5)
- Documented mitigation measures for adverse impacts and risk factors

Targets for Transportation and Connectivity

- New off-road trail connections through the site
- Transit readiness for future transit services to the site, with enhanced bus stop/bus station facilities
- Pedestrian amenities throughout the entire site
- Sustainable funding mechanism established to maintain infrastructure and public realm

Targets for Housing and Residential Communities

- New housing units will be a mix of affordable and market rate, rental and owned, based on recommendations for the Opportunity Site Housing Framework (Appendix 7)
- Housing Framework and policies regularly reviewed and revised as development occurs
- Presence of housing types that meet needs in community
- Availability of renter/homeowner assistance for local households
- Development of housing types that support mixed income communities
- Identify and secure outside housing funding sources to leverage local investments
- Development of live-work units to support small businesses and home occupations.
- New housing includes walk up, townhome, and similarly scaled unit design

Targets for Public Realm, Public Spaces, and Environment

- Access for residents to recreational amenities
- Presence of multicultural-event spaces that are affordable and accessible to the community
- Programming for recreation, culture, arts, youth activities, etc.
- Public space design that is reflective of a multicultural community
- Funding mechanism for constructing and maintain public art, and support for incorporating art in private development (e.g. art dedication fee)

Targets for Economic Development and Employment

- Percentage and type of affordable commercial space for businesses
- Contractor hiring requirements for construction phase of projects, including DBEs
- Location of locally owned firms within the project, including small, start-up, and minority owned enterprises
- Presence of incubator space with accompanying supporting services for small businesses
- Good jobs for residents of the city, including needed placement, training, and retention services as applicable

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Expected Outcomes of the Plan

Public Realm

Downtown Brooklyn Center will feature a system of open spaces, streets, trails, and pedestrian areas that promote healthy living, social gathering, and environmental responsibility.

- An inclusive, accessible, welcoming, and dynamic public realm that becomes a social and gathering center for the entire City.
- An "inside out" City that attracts people to spend time outside together throughout all seasons of the year.
- Recreational and leisure activities for all ages and abilities
- Connecting to and leveraging the potential of Centennial Park
- A green and active stormwater system that provides health, recreational, and environmental benefits to all

Access and Connectivity

Downtown Brooklyn Center will have a transportation system that encourages walking and biking, is well connected to the region, and reduces the need to own a car by providing safe, affordable, convenient and accessible options.

- Prioritizing pedestrians to create a walkable community
- Creating a safe and connected bicycle network
- Comfortable and direct access to existing and future transit.
- Ensuring vehicular access to Downtown from throughout the City and region.
- Establishing a network of streets that enables people to get around easily without the use of a car if they chose.

Housing & Economic Development

Downtown Brooklyn Center will feature building and development patterns that are compact, sustainable, and mixed - creating nodes and neighborhoods for people to live and enjoy at any stage of life

- Life-long neighborhoods for new and existing residents of Brooklyn center to call home.
- Centers and Nodes that combine uses to become places to gather, a focus for local economic development and designed to evolve over time
- Spaces that create opportunities for local entrepreneurs and small businesses in the Downtown
- A range of buildings, development types, and land uses on a simple block pattern

BC Gateway and new greenspace destinations



The Parkway and Regional Stormwater Park



Neighborhoods for new and existing residents of Brooklyn Center



Development-Based Next Steps

FOCUS AREA 1 | Complete Environmental and Systems Planning and Design

Private Sector

- City and lender required reports – environmental, survey, traffic, and geotechnical
- Plan development for submittal

Public Sector

- Regularly review and update area zoning, infrastructure, and related policies
- TIF district determination and maintenance

Community Partnerships

- District stormwater approach with Shingle Creek Watershed
- Regional park and trail connectivity
- City Hall relocation exploration
- District energy exploration

FOCUS AREA 2 | Establish Developer Agreements for Opportunity Site

Private Sector

- City and lender required reports – environmental, survey, traffic, and geotechnical
- Community benefits and equitable development evaluations (see Appendices 4 & 5)

Public Sector

- Public finance strategy
- Execution of developer agreements
- Infrastructure design plans and construction for phase one needs – roads, utilities, lighting, public realm

Community Partnership

- Complete systems planning and improvements – stormwater, trails, transit
- Sustainable energy systems development – scope dependent on viable systems

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Background

Located at the geographic center of Brooklyn Center and at the nexus of regional trails, roads, and natural systems, Downtown Brooklyn Center will become a new social, recreational and commercial hub for the community. Most importantly, it will become a source of community pride, a place of convergence that draws on the remarkable spectrum of people who have chosen to live in and invest in Brooklyn Center.

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Brooklyn Center recognizes that, historically, development patterns have resulted in inequitable impacts, particularly against BIPOC communities. These impacts have resulted in harms, such as displacement and exclusion from the benefits of new investment. The City endeavors to reverse these disparities and enhance equitable outcomes by working towards a more responsible means of advancing development.

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Introduction

Brooklyn Center is a City of the Future.

The population is rich with diversity from around the world. There are also large numbers of children and youths who call the city home and they will be future leaders in the years to come. Diversity is the city's strength and it is centered in this plan.

Brooklyn Center also brings strengths from its past. Its location is accessible and connected, and people still value its stock of affordable housing with convenient access to jobs, shopping, and services.

But the transition from past to future is not without challenges. For the City, it means transitioning spaces and places built for a previous era that no longer meet current needs. For the people, it means addressing past and current practices that excluded some communities from benefitting from progress and opportunity, particularly people of color, people with low-incomes, and renters. Rectifying this requires addressing the potential for displacement and gentrification in the city.

The Opportunity Site project can't meet every need. But it can help. For Brooklyn Center, this means creating a new place that strives to meet the needs of residents and workers, adds value to the community, and becomes a source of community pride. For the people, this means creating an accountable process that addresses past problems and provides transparency, accountability, and benefit to existing residents.

Purpose of Redevelopment

Redevelopment of the Opportunity Site is a once in a generation opportunity for Brooklyn Center to seize control of its future - to grow and change on its own terms and to celebrate all that is special about the community.

Brooklyn Center is a fully built-out city. As such, it relies heavily on redevelopment to grow to enhance its tax base. This enables the City to invest in necessary services, infrastructure, and amenities essential to improving the quality of life of its residents. As of 2021, Brooklyn Center residents carry one of the highest per-capita tax burdens of any city in the Twin Cities metro.

This project is critical to the future of the city because it presents an opportunity for the City to change the way it has done development by bending the process towards outcomes that benefit more people in the city. With land control and a strong position in the market, Brooklyn Center can define the public benefits of redevelopment on its own terms.

This Plan defines what the expected outcomes of redevelopment are and how they can be translated into public benefits for the City. These includes:

- Economic benefit/fiscal sustainability generated by increased tax base
- Range of housing options that meet community needs
- Businesses that provide jobs and needed goods and services
- Accommodation of new places for local businesses and entrepreneurs
- Community spaces and facilities for recreation, gatherings, events, learning, etc.
- Parks, trails, and open space with social and recreational benefits
- Green and sustainable elements of buildings, site design, and systems
- Community-cooperative oversight of the area as it develops

History of the Site

At one time, the Brookdale Mall area was a regional destination and the retail/service lifeblood of the City's economy. But shopping trends changed dramatically at the beginning of the new century leading to the closure of the mall in 2009. This had economic ripple effects across the city. Since then, the City has been proactive in seeking to facilitate a transition for the area, including redevelopment of Shingle Creek Crossing and the purchase of land for the Opportunity Site.

The "Opportunity Site" is an predominantly vacant area comprising approximately 80 acres of land between Bass Lake Road/County Road 10 and Summit Drive North, and Shingle Creek Parkway to Highway 100. Approximately 49 acres of this land is owned by the City. Since the closure of Brookdale Mall and the loss of surrounding retail, the City of Brooklyn Center has strategically acquired vacant commercial sites and prepared them for redevelopment. While much of the Shingle Creek Crossing area is built-out, the Opportunity Site area (despite a 2006 master plan) has yet to see any redevelopment. However, there is now significant energy around a new development vision. General guidance for the site is included in the City's 2040 Comprehensive plan, and recently adopted Unified Development Ordinance.

In 2022, the City entered into a Preliminary Development Agreement with Alatus, LLC to master plan and develop 15 acres of the Opportunity Site. Alatus and the City share a vision that includes a dense, mixed-use, walkable "downtown," with a mix of retail, entertainment, and residential uses. Multi-family housing, and employment uses intend to provide a vibrant mix of activity that draws people to the area. A park and open space network anchors the development providing regional stormwater capacity as well as a recreation amenity.

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The People of Brooklyn Center

Brooklyn Center population: 33,782*	Youth Under age 18: 28%*	Seniors age 60 and over: 14%*
Median age: 33.1*	Female: 51%*	Asian: 19%*
Black: 28%*	Two or More Races or Some Other Race: 17%*	White: 34%*
Hispanic / Latino: 14%*	Renters 37%*	Residents Born outside the US: 22%**
Born in Africa: 10%**	Born in Asia: 5%**	Born in Latin America: 7%**

Sources:
*U.S. Census Bureau, Decennial Census, 2020.
**U.S. Census Bureau, American Community Survey 5-Year Estimates, 2022.

Portraits of Brooklyn Center



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A Public Driven Process

To truly create a vibrant and unique city center that serves all of Brooklyn Center, a values-based approach was undertaken by the project team and city staff. At the center was a community-driven engagement process enacted with a commitment to bring authenticity, transparency, trust building, and recognition of both long- and short-term wins. All this, while understanding the site's role within larger changes happening across Brooklyn Center and the region. The resulting scale and reach of this multi-phase engagement exceeded that of any past effort in the City's history.

To conduct this effort, the City facilitated a three-phase engagement approach spanning the visioning, planning, and implementation of the Opportunity Site vision.

PHASE 1: Spring 2019-Spring 2020

The initial phase of engagement centered on creating a foundation for the goals and priorities of the Opportunity Site by identifying community existing conditions, concerns, opportunities, and desired development benefits. Activities included: four facilitated stakeholder workshops, several event pop-ups, establishment of a multicultural advisory committee, a podcast, open houses, social media, online survey, use of local student liaisons, and updates to city leadership. The more than 1,000 direct engagements from Phase 1 directly informed the Opportunity Site Master Plan goals, principles, and vision.

PHASE 2: Spring 2020-Winter 2021

The second phase of engagement unveiled and vetted the draft Master Plan to ensure it aligned with community desires and sought to proactively mitigate unintended consequences of future development. Activities included: a series of community-convened, city-convened, and community-organization convened meetings, use of a custom-made "meeting in a box" toolkit for public-facilitate meetings, open houses, social media, online and paper surveys, interactive online maps, and updates to city leadership. These activities were purposefully conducted and evolved in respect to the murder of George Floyd and Daunte Wright, the latter of which occurred within the city, as well as the COVID pandemic that brought disproportionate impacts on communities of color. Feedback from Phase 2 directly informed Master Plan guidance around equity, housing affordability, environmental expectations, traffic and roadway design, financial prioritization, and desired community benefits.

PHASE 3: Winter 2021-Summer 2022

The third and final engagement phase pivoted from the Master Plan to specific development projects, specifically the Alatus Development Site and the Entrepreneurial Market. Unlike the prior two phases, the specificity of feedback necessary for Phase 3 led to a community-based participatory engagement approach, in which eight local organizations facilitated outreach within their respective communities. Each organization was provided wide latitude on how they conducted outreach in order to be more responsive to the needs and expectations of their community members. During this Phase, the Alatus development team presented their site vision and programming multiple times to both the engagement steering committee, and smaller focus groups. These meetings covered topics such as housing, financing, environmental assessments, and the development process.

Planning Process Goals

- Defined timeline to take advantage of present development opportunities
- Consistent with larger city goals and principles
- Process is grounded in data and best practices
- Outcomes provides direct access and benefits for city residents
- Authentic engagement to connect people with decisions
- Meaningful opportunities for the public to influence outcomes
- Transparency in decision making

Guiding Principles

Four guiding principles emerged from the Phase 1 community workshops that reinforce a sense of community pride in Brooklyn Center, and are the guiding lens for this plan.

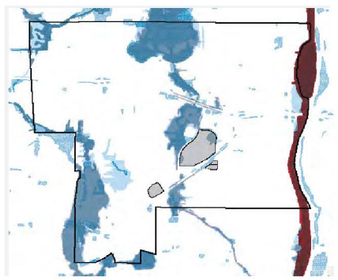


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The Opportunity Site and its Surroundings

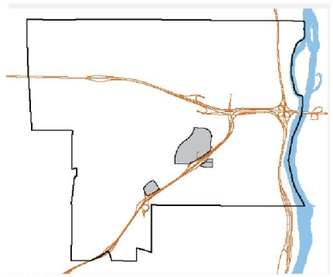
Brooklyn Center in the Region





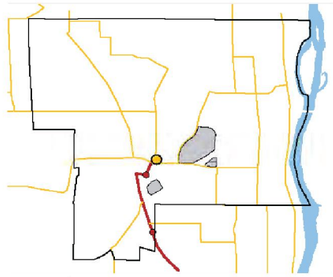
Natural Systems

The Opportunity Site is located one mile from the Mississippi River and sits adjacent to Shingle Creek. Both are part of regional recreational systems that offer significant amenities.



Highways

The Opportunity Site is located along major freeways and highways (I-694, I-94, MN-100, and MN-252). It is easily accessible from throughout the region. This Plan recommends leveraging these connections to attract residential, commercial, and recreation uses.



Transit

Metro Transit recently opened the C and D Bus Rapid Transit (BRT) Lines, both of which terminate at a charging and layover station adjacent to the Opportunity Site. This Plan recommends long term exploration of relocating the station in the Opportunity Site and making it part of a mobility hub that serves the area.

The Opportunity Site in Brooklyn Center



Neighborhoods

The area was developed in the 1960s when land uses were strictly separated. As a result, the site is separated from surrounding neighborhoods by large parks and highways.



Trails

The Site is located at the junction of two regional trails which connect to the Mississippi River to the east, and large parks and lakes to the west, north, and south. The Plan recommends leveraging these assets and creating a new trail through the Site.

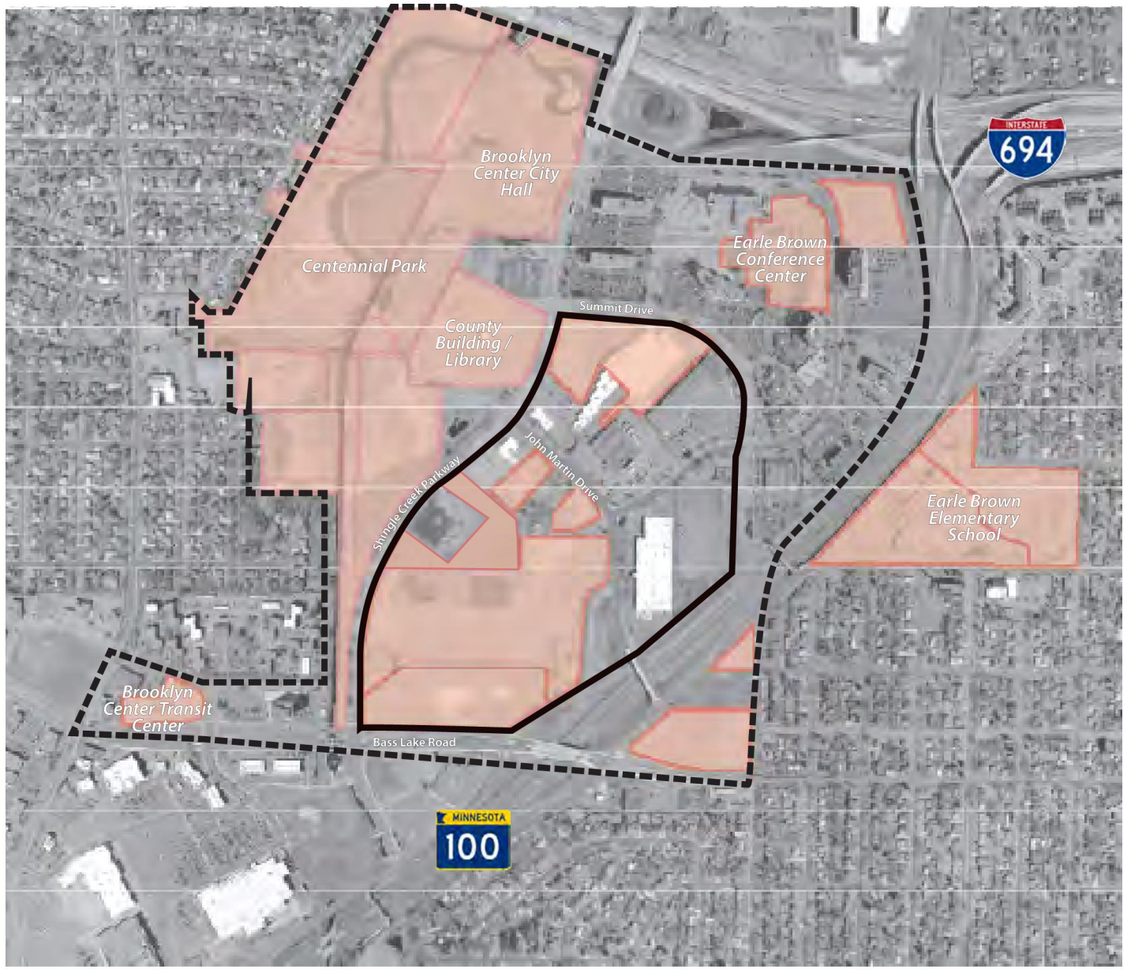


Local Roads

The Site has few local roads serving it and through it. Redevelopment of the Site will require considerable new infrastructure in order for it to be redeveloped.

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The Opportunity Site in Brooklyn Center



Existing conditions at the Opportunity Site, looking south



The Opportunity Site is approximately 80 acres, about 61% of which is owned by the City's Economic Development Authority (EDA). While this study focuses on the Opportunity Site, it took into consideration a significantly larger area because of its close relationship to the Opportunity Site.

Publicly Owned Properties

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What Makes This Different

Suburbs around the country have been finding themselves at the center of regional changes — a trend further expanded by the COVID pandemic that occurred in the middle of the planning process for the Site. As inner ring communities, such as Brooklyn Center, are re-discovered by the marketplace for their locational advantages, many are faced with the dilemma about how to change and grow in a way that benefits the existing community. Rather than re-branding a community through redevelopment, communities such as Brooklyn Center seek growth in such a way that **existing character is strengthened, not pushed aside for the sake of attracting something new**.

This project pays very close attention to guiding development in a way that it serves those who have already chosen to live in Brooklyn Center. While it undoubtedly will attract new residents and businesses, its primary purpose is to help improve the quality of life for those who call Brooklyn Center "home."

To answer this question, the project spent considerable effort listening to the existing community to better understand what inclusive development means to them (refer to Appendix 6 for more details and information on the public engagement process and results).

Between 2019 and 2022, the project had over 1,000 direct engagements with residents and community stakeholders. While participants were not asked to identify themselves directly, the majority of participants were estimated to be people of color, reflective of the minority majority composition of the city, which remains one of its greatest strengths.

Community Values Expressed in the Plan



Fiscal responsibility:

Using city resources to leverage private investment



Environmental sustainability:

Supporting long term environmental health



Affordability:

Housing, small business space, and community events



Community pride:

Creating a space that locals are proud to share



Counteracting displacement:

Ensuring project does not price out residents



Local benefit:

Ensuring that city residents are direct beneficiaries



Flexibility:

Responsive to emerging opportunities as they align with goals



Health and wellness:

Recreation, active living, public safety, and health



Diversity and inclusivity:

Multicultural and welcoming environment

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Project Goals

Neighborhood and Housing Goals

Brooklyn Center hosts a diverse population, spanning a wide range of household incomes. During the creation of its 2040 Comprehensive Plan the City outlined several housing goals to provide a critical lens under which Opportunity Site housing is being assessed. These goals were further echoed throughout the extensive community feedback sessions, and two housing studies in 2022 by the Center for Urban and Regional Affairs, and a the Urban Land Institute.

These housing goals are a priority of the Opportunity Site's development, with the over arching intent of protecting housing affordability and access for all people. This includes a commitment to providing a range of housing types and price points while being mindful of potential impacts regarding gentrification and displacement. While there is currently no housing located within the Opportunity Site, these concerns were recognized throughout the planning process by city staff, local stakeholders, and the entire project team.

Early housing scans and known best practices, discussed further in Appendix 7, suggest the need to offer a diversity of housing types, locations, ownership models, and styles. The Opportunity Site presents a remarkable opportunity to pursue this strategy while incorporating a range of housing prices throughout. As findings from formal housing studies are received, appropriate percentages of housing affordability at varying household AMI levels will be outlined and integrated into site benchmarks.

Targets for Housing and Residential Communities

- New housing units will be a mix of affordable and market rate, rental and owned, based on recommendations for the Opportunity Site Housing Framework (Appendix 7)
- Housing framework and policies will be regularly reviewed and revised as development occurs
- Presence of housing types that meet underserved needs in community
- Availability of renter/homeowner assistance for local households
- Development of housing types that support mixed income communities
- Identify and secure outside housing funding sources to leverage local investments
- Development of live-work units to support small businesses and home occupations.
- New housing includes walk up, townhome, and similarly scaled unit design

Economic Development and Employment Goals

Brooklyn Center carries a robust entrepreneurial spirit driven strongly by its diverse populations. Residents and business owners work hard every day to make the city a great place to build and grow a business. These groups were also among those hit hardest by the COVID pandemic and resulting economic impacts. This project, therefore, presents a unique opportunity for the city to help promote and grow local businesses, provide needed goods and services, and grow jobs for residents. As the city continues to grow, so too do the needs for additional and innovative job and business opportunities. Through the goals and subsequent targets, shown at the right, Brooklyn Center intends to leverage the Opportunity Site development towards facilitating accessible, affordable, and supportive business opportunities.

Targets for Economic Development and Employment

- Percentage and type of affordable commercial space for businesses
- Contractor hiring requirements for construction phase of projects, including DBEs
- Location of locally owned firms within the project, including small, start-up, and minority owned enterprises
- Presence of incubator space with accompanying supporting services for small businesses
- Good jobs for residents of the city, including needed placement, training, and retention services as applicable

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Public Realm, Public Spaces, and Environment Goals

The public realm is the "community living room," a critical component of any thriving city. As Brooklyn Center continues to grow and develop its public realm, the Opportunity Site is oriented around a series of cornerstone public spaces at varying scales and functions. Each space will continue to promote city values of celebrating and embracing community diversity, accessibility, and affordability, all the while connecting to the larger surrounding public space network.

Public Realm, Public Space and Environment Goals

- Access for residents to recreational amenities
- Presence of multicultural-event spaces that are affordable and accessible to the community
- Programming for recreation, culture, arts, youth activities, etc.
- Public space design that is reflective of a multicultural community
- People-focused design that is walkable and bikeable
- Incorporating art, culture, and community identity into the site
- Development is green and sustainable in design
- Inclusion of an indoor/outdoor market space
- Funding mechanism for construction and maintenance public art, and support for incorporating art in private development (e.g. art dedication fee)

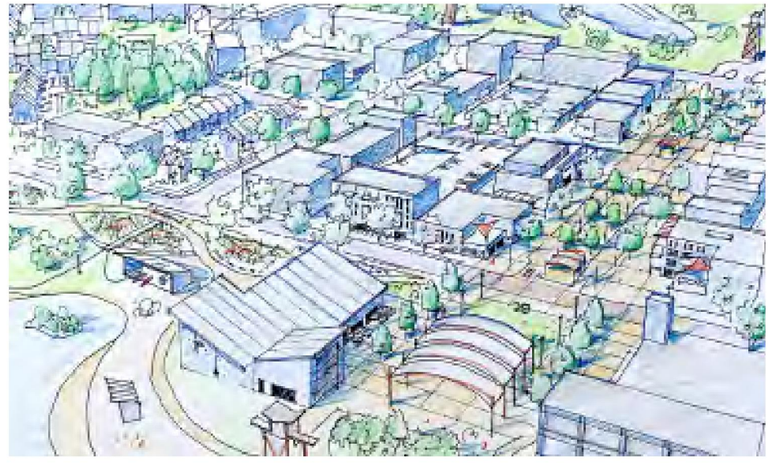
Transportation and Connectivity Goals

As local, regional, and national transportation needs evolve, so too do the ways in which Brooklyn Center should provide opportunities of equal mobility for all residents. The Opportunity Site will seek to support the attainment of City and regional transportation goals while creating a multimodal network to and through the Opportunity Site, itself. This will include consideration of and accommodation for transit, pedestrian, bicycle, and new modes. It will also establish an entirely new street grid network to facilitate comfortable and safe mobility for all.

Transportation and Connectivity Goals

- Safe, attractive, and convenient access to pedestrian, bicycle, and transit systems
- Ability to walk, bike, or ride transit to jobs, education, cultural resources, and shopping
- Convenient parking facilities, including accommodation of bicycle and pedestrian access
- Attractive, comfortable, accessible transit facilities are available
- Presence of wayfinding and systems information for all modes, as appropriate
- Development promotes traffic calming and pedestrian safety
- Accessible to all residents through a Universal Design approach
- Design and development reflect distinct identities of local cultural heritage
- New off-road trail connections through the site
- Transit readiness for future transit services to site, with enhanced bus stop/bus station facilities
- Pedestrian amenities throughout the entire site
- Sustainable funding mechanism established to maintain infrastructure and public realm

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Vision for a New Downtown

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Vision for a New Downtown Brooklyn Center

Located at the geographic center of Brooklyn Center and at nexus of regional trails, roads, and natural systems, Downtown Brooklyn Center will become a new social, recreational and commercial center for the community. It will become a source of community pride as it draws on the remarkable spectrum of people - diverse in background and age - who have chosen to live in and invest in Brooklyn Center.

The Downtown will evolve gradually over time, both in response to market forces as well as shaped by the public vision for a new Downtown. The Plan proposes a mix of uses and spaces that create neighborhoods and nodes of activity. These places within the Downtown will allow new and existing residents of Brooklyn Center to gather, recreate, work, and live.

Downtown Brooklyn Center will...

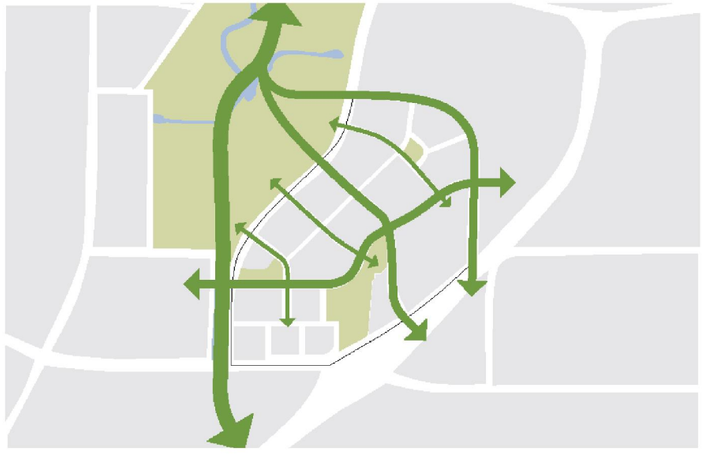
- ...be a place that represents **all of what Brooklyn Center is now and can become.**
- ...be a place where people choose to invest their time and energy in as much for **what it is as for what it is near**.
- ...contain a mix of uses that appeal to both **current and future** residents, entrepreneurs, and visitors.
- ...have a significant amount of new medium and high density housing that helps diversify the City's housing stock - allowing residents **to stay** in Brooklyn Center while **attracting new residents**.
- ...be a place that **nurtures** local businesses while attracting new businesses that appeal locally and regionally.
- ...generate value to the City by leveraging its irreplaceable **assets — proximity to the park and civic buildings, centrality to** the City and it's people, and access to the region.



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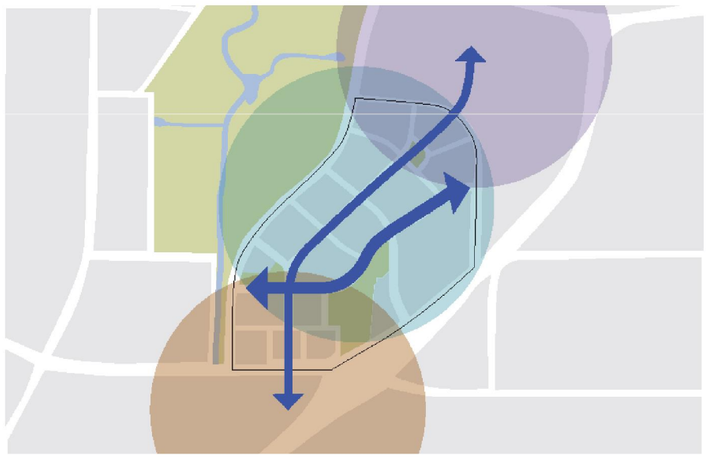
Concepts that Organize How the Site will be Developed

1 Trail and park connections to the expansive regional system



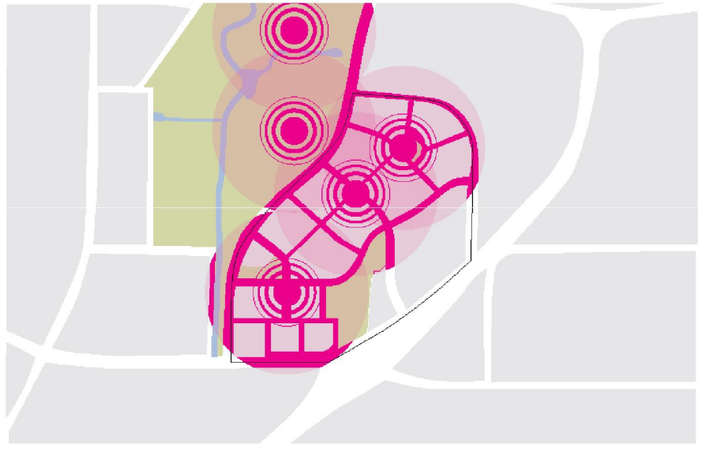
Trail and park connections between the Site and its surroundings will create recreational and public space amenities for Downtown. Connections will provide access to regional systems and will organize the shape of development within the Site

2 Two spines to organize neighborhoods



A pair of spines — one pedestrian-oriented and one multimodal street — will form the core of the downtown neighborhoods with small parklets, community spaces, and active street fronts throughout

3 Community anchors to create a core to Brooklyn Center



Though the Downtown will have a significant amount of housing, it will also contain mixed-use nodes around which nonresidential uses will cluster. These nodes will have community anchors that compliment eachother.

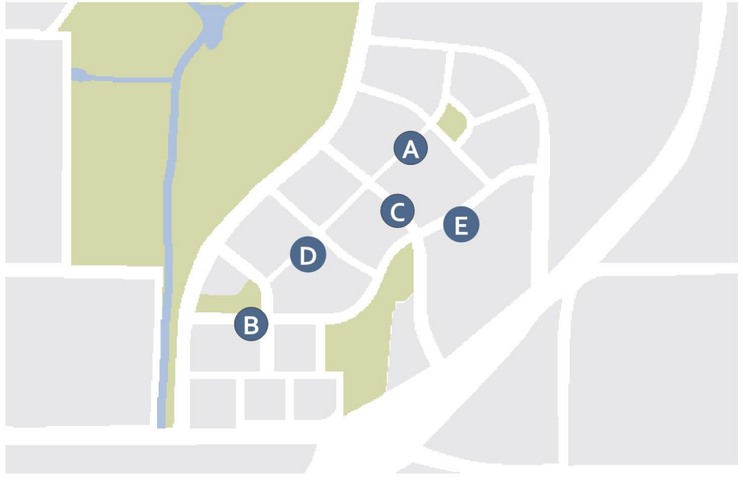
4 Local connections to make it easy to get to



Downtown will be locally accessible with improvements to surrounding streets, bridges, and intersections. The Downtown street grid will extend into surrounding areas providing many local connections for residents in Brooklyn Center to get Downtown.

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Places in Downtown Brooklyn Center





A Neighborhoods



B BC Gateway Park



C Main Street



D Garden Street



E Parkway Street

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Main Features of the Plan

The Vision for redevelopment of the Opportunity Site is to create a new and real downtown for Brooklyn Center. Like many suburban communities developed in the 1950s and 1960s, Brooklyn Center grew quickly and without an identifiable center. This pattern occurred because land was inexpensive land, suburban lifestyles became fashionable, and regional access for vehicle travel was made easier through highways. There was no recognized need, at that time, for a center of commerce, social life, recreation or government. Instead of developing outward from a center, the community grew east to west as an extension of North Minneapolis.

This Plan proposes to redevelop the geographic center of the City with a mix of uses that create a center of commerce, recreation, social life, and government, all integrated with new housing. This new downtown will be accessible, welcoming, active, and an embodiment of the best of what Brooklyn Center can offer its residents and the region. It will fulfill existing and emerging needs of the city and it will become a place of pride.

Downtown Brooklyn Center will become a connection point for the city and its existing and future assets. It can become a starting point to address the broader challenges of Brooklyn Center and a model for how other communities can use redevelopment to address their most pressing needs.

Public Realm Features

- Recreational opportunities for people of all ages and abilities to support healthy lifestyles.
- Public spaces that encourage people to socialize and to be outdoors throughout all seasons
- A green and active stormwater system that provides health, recreational, and environmental benefits
- Paths and trails that connect internally as well as to surrounding park and amenities
- A pedestrian-scaled "Garden Street" lined with lower density housing, that connects the Downtown internally
- A Parkway multimodal street offering the primary vehicle through-access with additional access to trails and public amenities, while connecting the Downtown internally

Access and Connectivity Features

- A transportation system that reduces the need to own a car by providing safe, affordable, and convenient alternatives
- Streets that are designed with comfortable sidewalks, robust landscaping, and minimal parking
- A mobility hub that offers convenient connections between BRT lines, a Park and Ride, bicycle facilities, and vehicle facilities.
- Complete pedestrian and bicycle connectivity within the Downtown and beyond to connect to the rest of the City
- Readiness for emerging transportation technologies, such as an AV circulator, drop off zones, and micro mobility,that reduce the need to use a single-occupancy vehicle for many trips within the Downtown.

Neighborhood and Economic Development Features

- Small blocks that support a range of development patterns and densities
- Between 1,500 and 2,300 new housing units that proivde a full spectrum of housing options, including market-rate and affordable rental and ownership options.
- Two new neighborhoods with neighborhood parks and amenities at their core and a Garden Street linking them
- Commercial development that is regionally attractive while helping to grow local businesses
- Approximately 100,000 to 150,000 square feet of nonresidential space
- John Martin Drive featuring restaurant and live-work buildings
- Full-service urban grocery stores or markets
- A 20,000 square foot Entrepreneurial Marketplace that supports and incubates local businesses

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Public Realm

An inclusive and accessible system of open spaces, trails and pedestrian ways that promotes healthy living, social gathering, and environmental responsibility

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Public Realm — Overview

Downtown Brooklyn Center will feature a system of open spaces, streets, trails, and pedestrian areas that promote healthy living, social gathering, and environmental responsibility.

Downtown Brooklyn Center's public realm will become the backbone of the district and an extension of surrounding natural areas, parks, and trails. It will consist of spaces and buildings that enable community pride, healthy living, social gathering and environmental responsibility. The public realm will consists of parks, streets, sidewalks, plazas, and greenways.

The public realm in the Opportunity Site include the spaces that are owned and shared by the community. As such, the public realm carries a high responsibility to ensure accessibility, inclusion, equity, and an overall welcoming posture. This will take many forms, including artistic installations that represent the diversity of the community and spaces that are welcoming and accessible.

An inclusive Downtown is one in which people from across the community can come and feel welcome. In gathering ideas for the Opportunity Site's public spaces, inspiration from across the world was gathered and studied to guide how the people from all walks of life come together, socialize, celebrate, and express themselves freely. They belong to the public and they embody the ideals of the full community. As such, public spaces in the Opportunity Site will be open, free, and easy to reach. They will facilitate socializing and gathering, and they will represent and reflect the diverse culture of the community.

Having cherished public spaces that are inclusive is an opportunity for the community to celebrate itself.

The Master Plan employs the following strategies to help promote a public realm that it inclusive, accessible, and welcoming:

- The proposed street grid and park system of are connected to other public streets and parks. This intends to define Downtown as an integrated part of the City, not an inaccessible or exclusive enclave.
- The Garden Street and Parkway will stitch together the Opportunity Site's many public spaces, including plazas, a large stormwater park amenity, and multimodal facilities interspersed amidst high-quality streetscape.
- Main Street is a lively public street lined by restaurants and shops, many of them locally owned and operated. In addition to traditional storefronts, Main Street will have opportunities for small businesses to thrive in pop-up vendor kiosks, food trucks, micro retailing, and other low cost spaces.
- Downtown will be notable for its abundant public art and the many placemaking opportunities throughout its many public spaces. Private property will also be encouraged to utilize local artists to enliven their projects and the Downtown overall.
- An indoor/outdoor entrepreneurial market - the Entrepreneurial Market Plaza (EMP), will incubate and support local businesses. The City will partner with an organization that can provide operational management for the EMP, and business support to small local businesses to help them succeed. A public-facing plaza will be located outside the EMP, and anchor the Garden Street.

Public Realm Summary

- An inclusive, accessible, welcoming, and dynamic public realm that becomes the social and gathering center for the entire City.
- An "inside out" City that attracts people to spend time outside together throughout all seasons of the year.
- Recreational and leisure activities for all ages and abilities.
- Connecting to and leveraging the potential of Centennial Park
- A green and active stormwater system that provides health, recreational, and environmental benefits to all.

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An inclusive, accessible, welcoming and dynamic public realm that becomes a social and gathering center for the entire city.

Downtown will celebrate the diversity of the community with a series of accessible public spaces in which all residents of Brooklyn Center are welcome to participate in the social life of the City — to meet both familiar faces and strangers.

- Parklets
- Parks
- Plaza
- Greenway
- Regional Stormwater Park
- Main Street Pedestrian Walkway



A Gateway Park
The southwest edge of the Opportunity Site will include an active park space that bridges the Garden Street to the EMP Plaza. The space will be located along Shingle Creek Parkway and serve as a connection to Centennial Park.

B Regional Stormwater Park
Over 60% of the Opportunity Site's stormwater needs will be serviced by a regional pond system that includes trails, plazas, and natural plants. This stormwater park will also provide be a recreational amenity and habitats for native wildlife.

C EMP Plaza & Flex Street
At the intersection of the Garden Street and Parkway, the EMP Plaza is on the north edge of the EMP marketplace. The plaza will have space for market activities, small and medium sized gatherings, and "spillover" space into the adjacent private flex street, or public Gateway Park.

D Neighborhood Park
A small neighborhood park will be located in the northeast corner of the Opportunity Site. The passive park space will offer a smaller recreation focal point, and anchor the north end of the Garden Street.

E Greenway Trail
A linear Greenway through the site will link the Downtown to the regional trails and serve as an important link in the stormwater system. The greenway will form the edge of the Regional Stormwater Park.

F Garden Street
Small parklets (one per block) are located along the neighborhood Garden Street. The parklets are designed for young children and caregivers. Amenities will include community gardening spaces and small play equipment.


Broad Street in Monrovia, Liberia


Ramblas in Barcelona


Zócalo in Oaxaca, México


Walking Street in Phuket, Thailand


Tianguis in Mexico City


Hidden Night Market

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Recreational and leisure activities for all ages and abilities

Principles and Examples of Designing Inclusive and Welcoming Spaces

6 Set Positive Rules

5 Promote Unique but not Illegible

4 Build in Sensory Variety

3 Celebrate Slowing Down

2 Foster Small Group Interactions

1 Design a Living Room, Not a Sitting Room

Successful public spaces that feel inclusive and welcoming to a broad cross section of people are often actively programmed and managed. Well managed spaces create both community and place value. Whether public or privately owned, they help create authenticity and sense of local flavor - a important defining feature of the Downtown.









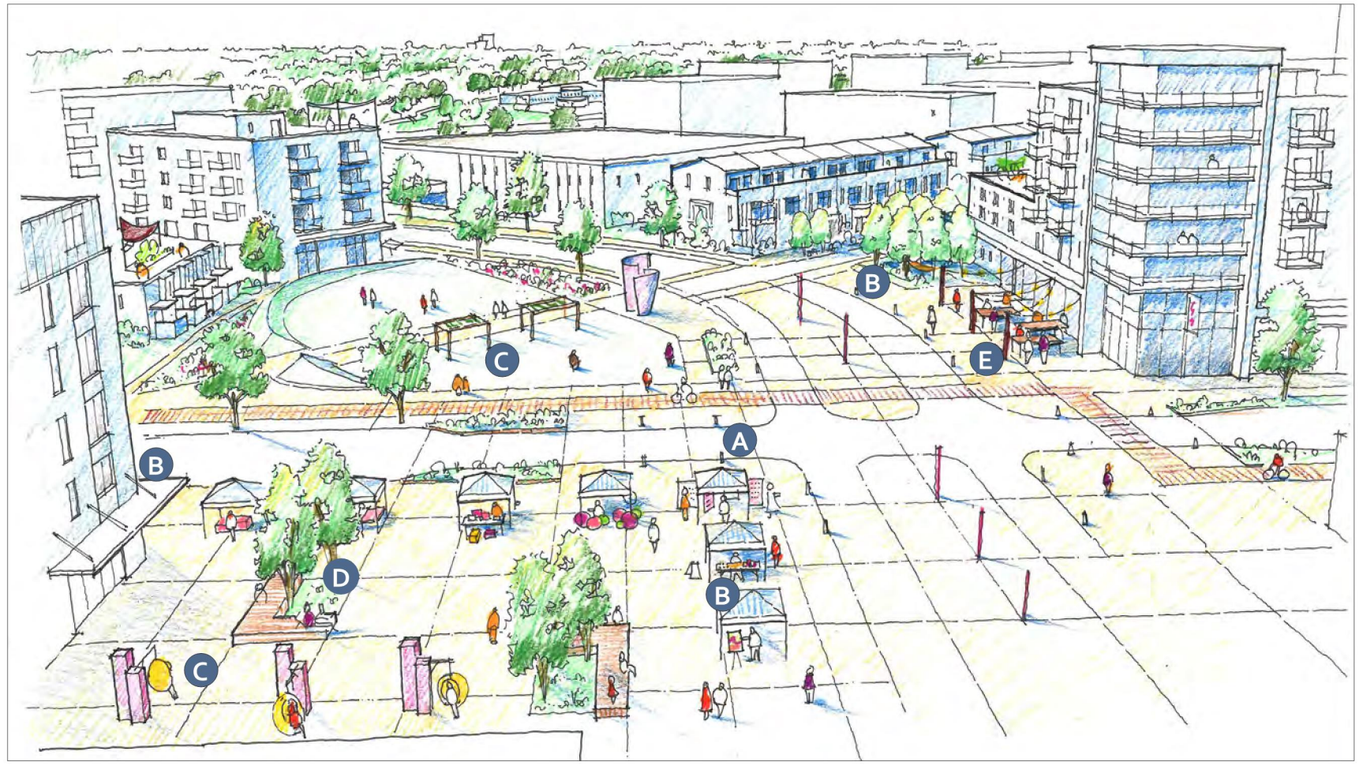




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An "inside out" city that attracts people to spend time outside together throughout all seasons of the year.

Downtown will promote healthy living and an active civic life by creating a variety of outdoor spaces that are comfortable and pleasant throughout all seasons of the year.



A Flexible Gathering and Playspaces
Simple open spaces accommodate large gatherings and celebrations and serve as simple passive playspaces

B Outdoor comfort
Awnings, canopies, and indoor/outdoor spaces provide protection from the elements throughout the year.

C Active Ground Floor Uses
Open spaces are animated with ground floor uses that are public and active throughout the day and week.

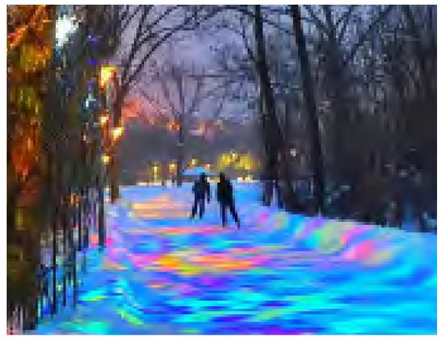
D Small Spaces within Large Spaces
Intimate spaces are within and adjacent to large spaces, allowing them to contract and expand as needed

E Indoor/Outdoor Spaces
Buildings with large openings onto public spaces create flexible areas that contribute to a safe and active public realm year round.











Deep retractable awnings and sunshades allow outdoor spaces to be semi-enclosed during the colder seasons while offering protection from the harsh summer sun.



Winters can be celebrated with outdoor activities and seasonal shelters

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A Downtown designed with winter (and fun) in mind

Principles and Examples of Designing for and Enjoying the Winter

- Bright colors to offset darkness
- Deciduous trees allow sun to reach habitable areas in the winter
- Evergreens block winter wind
- Winter gardens to create indoor microclimates
- Narrow, not broad towers to allow sunshine to penetrate down to the sidewalk and other public spaces
- Lighting that is pedestrian scaled, a warm color, and glare-free
- Parks that have southern exposure and are protected from winds
- Patios that can be converted to winter play areas or skating rinks
- Deep and retractable canopies to protect sidewalks from rain and snow, but allow sunlight to penetrate
- Temporary enclosed structures such as enclosed gazebos or clear igloos. Articulated walls and step backs that prevent harsh winds from impacting pedestrians on sidewalks
- Spaces for public fire pits and warming huts

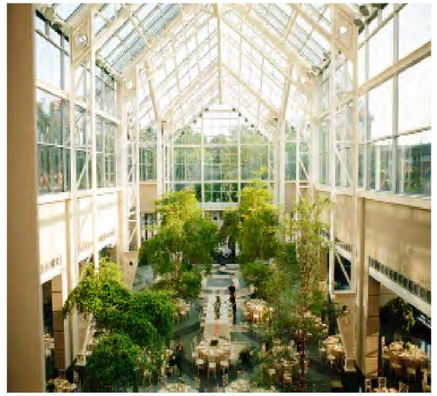
Winter Accommodations







Winter Gardens





Winter Recreation











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Park Programming and Design Framework

Downtown will feature a trio of complementary parks. The Stormwater Park will be interwoven with the designed stormwater pond system, while Gateway and Neighborhood park designs will be opportunity-driven to reflect development realities and City resources.



Opportunity-Driven Park Space Design

Major public investment as part of the Phase 1 Opportunity Site Redevelopment, for public space in the regional stormwater pond, EMP Plaza, and Parkway streetscape design.

Unlike other redevelopment sites with established blocks and road networks, the Opportunity Site is a blank slate. Rather than use the lack of existing framework to be overly prescriptive, the city intends to use this Master Plan as a guideline to inform final build-out design.

One component of this will be the final arrangement and design of the Gateway Park and Neighborhood Park.

While the Gateway Park intends to be active and event-oriented, the Neighborhood Park may be a larger space to accommodate entrepreneurial activities such as Farmer Markets, Makers Nights, or civic gatherings. Should a future city hall be built in this area (see pg 47), this larger park should consider physical and programmatic connections to the building.

As build-out occurs, the city will work with prospective developers on finalizing exact development site and roadway alignments that support the strongest park design and programming outcomes for the Opportunity Site.

A Gateway Park

Linear Park - South



Linear Park - North



Cornerstone Park

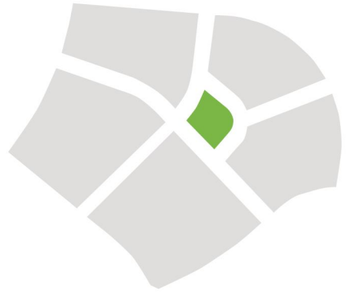


Active / Programmed Edge

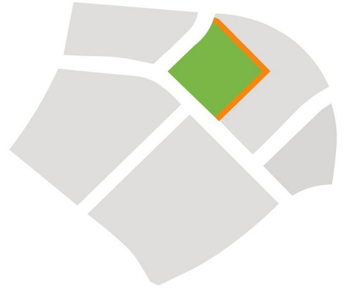
Active Greenway

B Neighborhood Park

Passive Park



Alternative Market Plaza



Passive Park



Activated Park



Farmers Market / Plaza



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Connecting to and leveraging the potential of Centennial Park

The Plan recommends highlighting Shingle Creek as a natural amenity, and providing more active features and trail connections to enhance access.

A new shared use trail through the interior of the Opportunity Site will provide bike and pedestrian connections to adjacent neighborhoods and regional trails.



A Enhanced Intersections and Crossings
Safer cross points between Downtown and Shingle Creek Regional Trail, with access to Centennial Park

B Gateway Mini Park
Creates "bridges" through greenspace into Downtown

C Interior Bike and Pedestrian Trail
Connects bikes and peds through the Opportunity Site

D Regional Trail Access
Connecting to Twin Lakes Regional Trail and West Mississippi River Regional Trail

Area Park Improvements



A Potential wetland enhancements with boardwalk, trails, and ecological improvements

B Potential expanded recreation center

C Gateway mini park, within the Downtown

D Park improvements to enhance the natural features of Shingle Creek

E Regional Recreation Attraction (see following page)

Potential Parks Design in Downtown



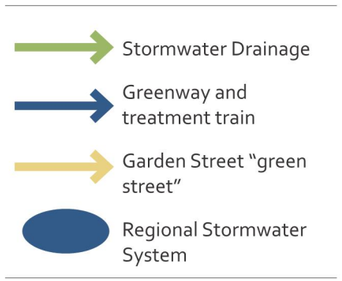




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A green and active regional stormwater system that provides health, recreational, and environmental benefits to all

Downtown will feature a regional stormwater system that manages rainwater throughout the district while also serving as a recreational and aesthetic amenity for residents and visitors.







A Neighborhood streets with stormwater drainage

Neighborhood streets in the Downtown will have enhanced stormwater drainage collectors and conveyors.

B A Garden Street with rain gardens

The north south pedestrian spine will contain rain gardens on every block with center drainage. These will also serve as small green spaces along the street.

C Regional Stormwater Park

A three-pond regional detention and treatment feature will serve approximately 60% of the Opportunity Site's stormwater management requirements. A series of trails and plazas will weaving between the ponds, offering a health-oriented feature. Native plants will support habitat restoration. Once treated, water will be conveyed back to Shingle Creek.

D Linear stormwater parkway and greenways along the edge of the large greenspace

A 50' greenway and stormwater feature is proposed along the multimodal spine road. This space can be used to convey water through a treatment train before it enters the regional ponds. The space will also be used for the shared use trail connecting regional trails to the Opportunity Site.

Phase 1 Conceptual Development, and Regional Stormwater System



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Access and Connectivity

Downtown Brooklyn Center will have a transportation system that encourages walking and biking, is well connected to the region, and reduces the need to own a car by providing safe, affordable, convenient and accessible options.

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Access and Connectivity — Overview

Downtown Brooklyn Center will have a transportation system that encourages walking and biking, is well connected to the region and reduces the need to own a car by providing safe, affordable, convenient and accessible options.

Creating strong access to and connectivity within the Downtown is essential to creating a healthy, prosperous and unique area. The transportation system for the Downtown is designed to balance modes of travel (bike, transit, walking, and cars) so the Downtown is easy to get to but also enjoyable to spend time. Over time, the Downtown will offer the opportunity to reduce the need to own a car because the transportation system within Downtown and its connections to outside downtown will be convenient, safe, connected and affordable.

The transportation system will support a healthy lifestyle for residents by ensuring all internal trips are feasible by foot or bicycle, and the Downtown has access to regional trails that connect throughout Brooklyn Center.

Streets in Downtown will have a graduated hierarchy to support varying intensities of urban activity. Wider streets will support regional attractions, while narrower streets will form the core to neighborhoods. All streets, regardless of width or adjacent development, will have wider than average sidewalks, safe crossings and streetscapes with a unique sense of character, rhythm, and comfort.

Downtown will be well connected to all of Brooklyn Center and to the region through improved bicycle, transit and vehicular connections. For example, the Plan recommends surrounding regional trails are routed through the downtowns, and the nearby BRT Terminal is relocated to within the Downtown.

The proposed Plan also considers and incorporates quickly evolving technologies that impact how people circulate through cities and move from place to place. Features such as a mobility hub that provides connections between modes, dynamic curbs that can be re-programmed daily, and embracing micro mobility (scooters, etc) are some of the ways in which this Plan anticipates a future transportation system that gradually becomes more technologically advanced.

Access and Connectivity Summary

- Prioritizing pedestrians to create a walkable community
- Creating a safe and connected bicycle network
- Ensuring vehicular access to Downtown from throughout the City and the region.
- Establishing a network of streets that enables people to get round easily without the use of a car if they chose.

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Prioritizing pedestrians to create a walkable community

The pedestrian network in Downtown Brooklyn Center is designed to provide access to daily needs within walking distance of all residents and visitors.

- Slow Zones
- Tabled Intersections
- Scramble Intersection
- Pedestrian Only
- Shared Street
- Pedestrian Trail





Slow Zone at Dam Square in Amsterdam



Painted Intersection



Scramble Intersection



Widened sidewalks

A Full pedestrian network with sidewalks on every block

Every street will have 6' sidewalks on both sides, wide enough for a person pushing a stroller to pass an individual in a wheelchair without discomfort.

B Safe crossings of Shingle Creek Parkway

Re-striped, narrowed, and painted intersections along Shingle Creek Parkway will reduce the pedestrian crossing distance by as much as 30%. Additional features such as a pedestrian countdown timer, a leading light, and well marked crosswalks will reduce barriers and increase the safety of crossing shingle Creek Parkway.

C Slow Zones that prioritize pedestrians

Slow zones at key crossing locations of The Parkway will create a seamless connection between the developed areas of Downtown and the park along its eastern edge.

D Garden Street Spine

The north south street in between Shingle Creek and The Parkway will be a "Garden Street" in which Pedestrians, bikes, and cars share the space between buildings. The street will curve gently to create usable greenspaces, rain gardens, and parklets.

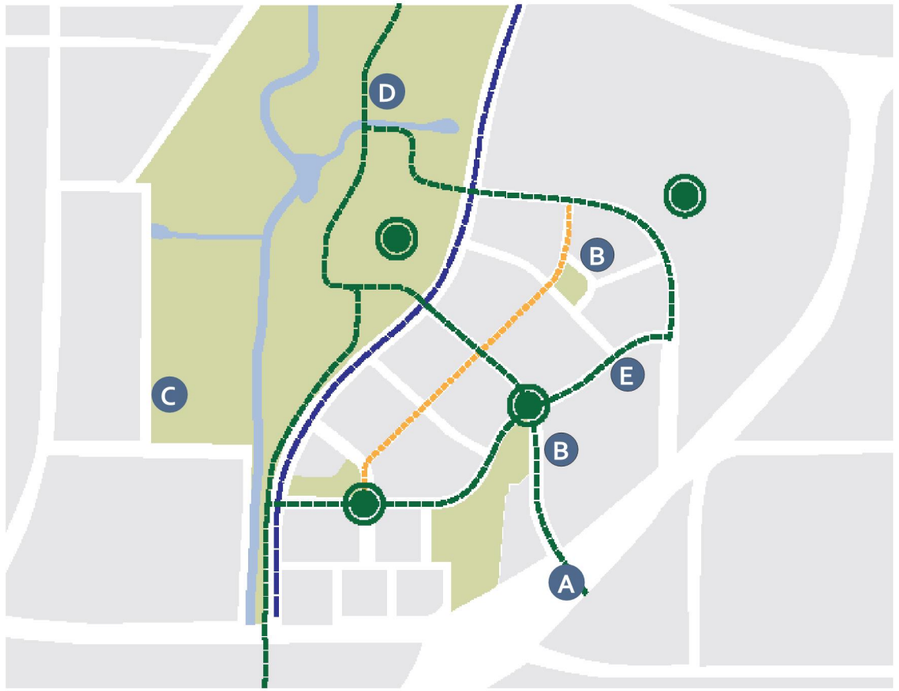


Garden Street: A street that is shared equally between pedestrians, cars, and bikes.

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Creating a safe and connected bicycle network

By connecting to regional trails and providing safe streets and appropriate support facilities, cycling can be an efficient, healthy, and environmentally friendly means of transportation for many people.



- Primary / Separated
- Secondary / Shared
- Commuter Lane
- Bike Racks and Corrals

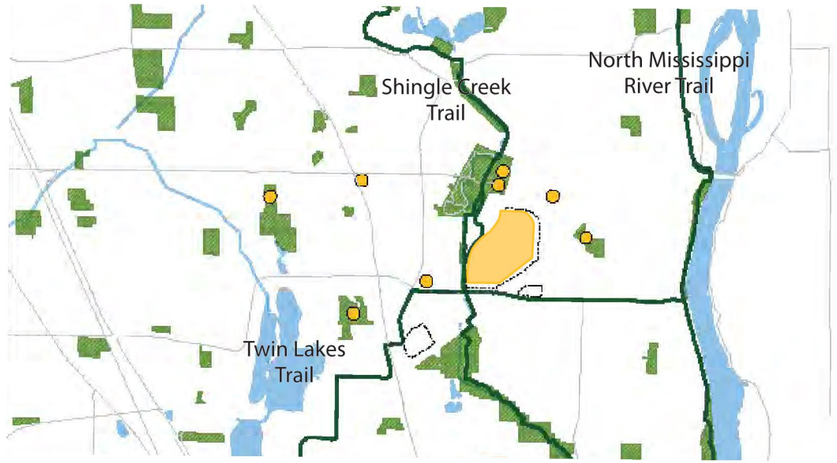
A Re-purposed bridge across Highway 100
MnDOT is considering the closure of the off ramp from Highway 100 onto John Martin Drive. The John Martin Drive bridge over Highway 100 may then be repurposed as a bike-/pedestrian-only facility, and the Twin Lakes Regional trail could be rerouted through the Site. These outcomes would require City ownership of the bridge and coordination with Three Rivers Regional Park District.

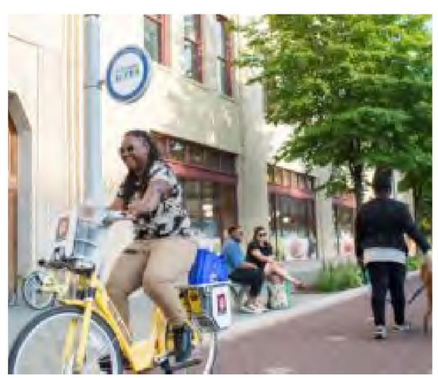
B Dedicated off-street trails through the community
Off street trails connect the two neighborhoods and Main Street via linear greenway.

C Improved connections across Shingle Creek Parkway
A bike bridge across Shingle Creek Parkway connects the Downtown to Centennial Park.

D Two-way bike lanes on Shingle Creek Parkway
A separated bike lane for commuter and non-recreational riding enables trails within the Parks to be shared with pedestrians.

E Modifications to existing bike bridge
Adding an extension to the existing ped/bike bridge across Highway 100 can provide improved connections to the Regional Stormwater Park in Downtown.





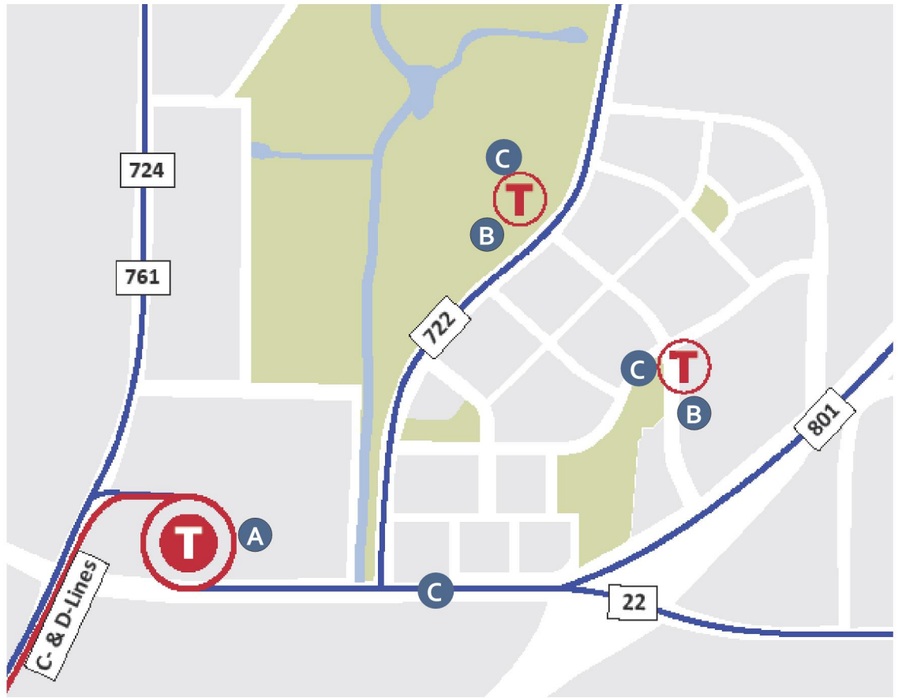


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Ensuring vehicular and transit access to Downtown from throughout the City and the region.

Downtown will be easy to get to from throughout the region. With public garages, a mobility hub, and strategically located pick-up zones, arrival to Downtown will be convenient but will not impact the design of pedestrian focused spaces.

- Local Bus
- BRT
- Transit Center
- Potential Future Relocated Transit Center





AV Circulator in Jacksonville, FL



Micro-Mobility

A Existing Transit Center

The exiting transit center is located adjacent to Bass Lake Road and serves as the terminus to the C- and D-Line BRT, which originate at downtown Minneapolis and Mall of America Station, respectively.

B Relocated Transit Center

Relocating the transit center to the intersection of John Martin Drive and Shingle Creek Parkway would enhance access to both the park and the public services of the Hennepin County Service Center / Brookdale Library. As Development occurs, the City will continue to engage with Metro Transit around future transit opportunities.

C Public Parking

Explore opportunities for more public parking in multiple locations to encourage drivers to park once and walk between destinations while in the Downtown

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Establishing a network of streets that enables people to move around easily, and without the use of a car if they choose.

Each of the streets in Downtown will be designed to ensure safety, accessibility, and comfort for all.







Neighborhood Street

Neighborhood streets will be designed as slow and safe streets whose primary purpose is to be a comfortable and shared environment for pedestrians, bicyclists, and drivers. The curb to curb area will be programmed with two way traffic, and parallel parking on both sides. Beyond the curb, street trees will help buffer a shaded 6' sidewalk. Buildings will be set near the back of the sidewalk with patios, stoops, and porches to create a comfortable pedestrian environment.

Names for each of the Neighborhood Streets can be found in Appendix A.

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Streets in Downtown Brooklyn Center



The Parkway

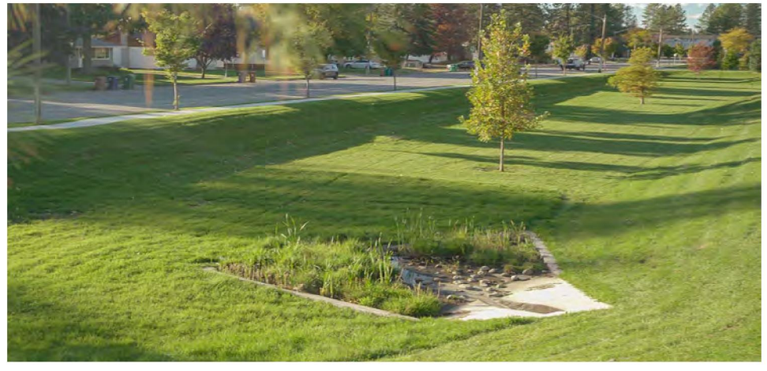
The Parkway will be the multimodal "spine" through the center of the Downtown. The road will consist of a generously buffered shared use path, sidewalk, on street parking, and two travel lanes. The 10' boulevard will be transit ready for anticipated future transit along the Parkway. The Plan recommends a 70' easement along its south edge for stormwater retention and light recreation, while establishing a greenway adjacent the stormwater park, and urban manufacturing area.

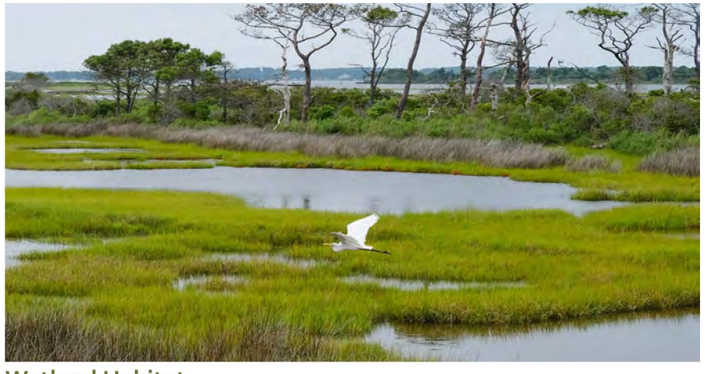
The Parkway will be called Bdote Boulevard, which means "Confluence" in Dakota. More details on street names can be found in Appendix A.





Stormwater Infrastructure

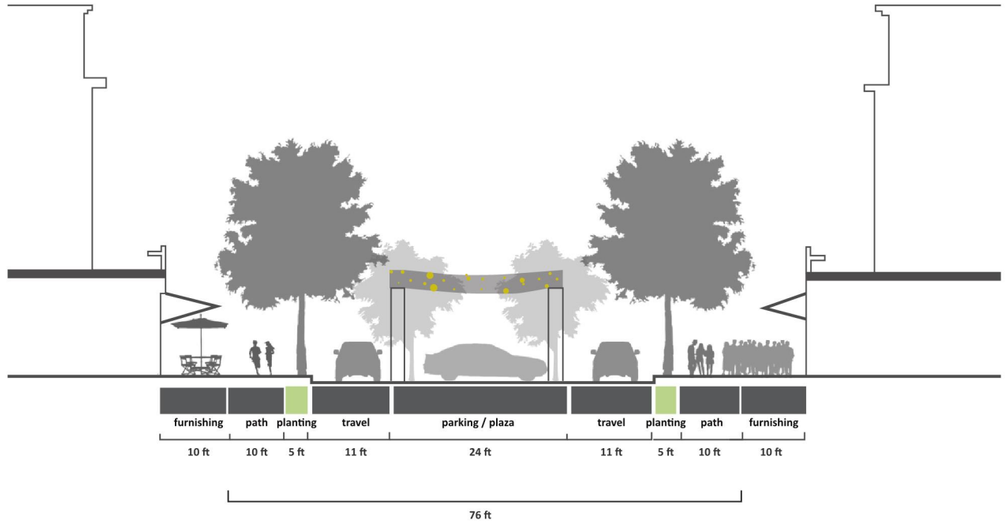




Wetland Habitat

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Streets in Downtown Brooklyn Center



Main Street

Main Street/John Martin Drive will be designed as a pedestrian- and retail-oriented street where cars are considered guests. The sidewalks are extra wide, and the center median can be used for kiosks, food trucks, or short term parking. Amenities such as public art, bike racks, fixed and moveable seating, and ample shade trees will create an environment that is pleasant for businesses and residents and visitors.

Main Street will be called "Waterside Ave", a reference to the open air Waterside Market in Monrovia, Liberia. More details on street names can be found in Appendix A.





Waterside Market, Monrovia, Liberia



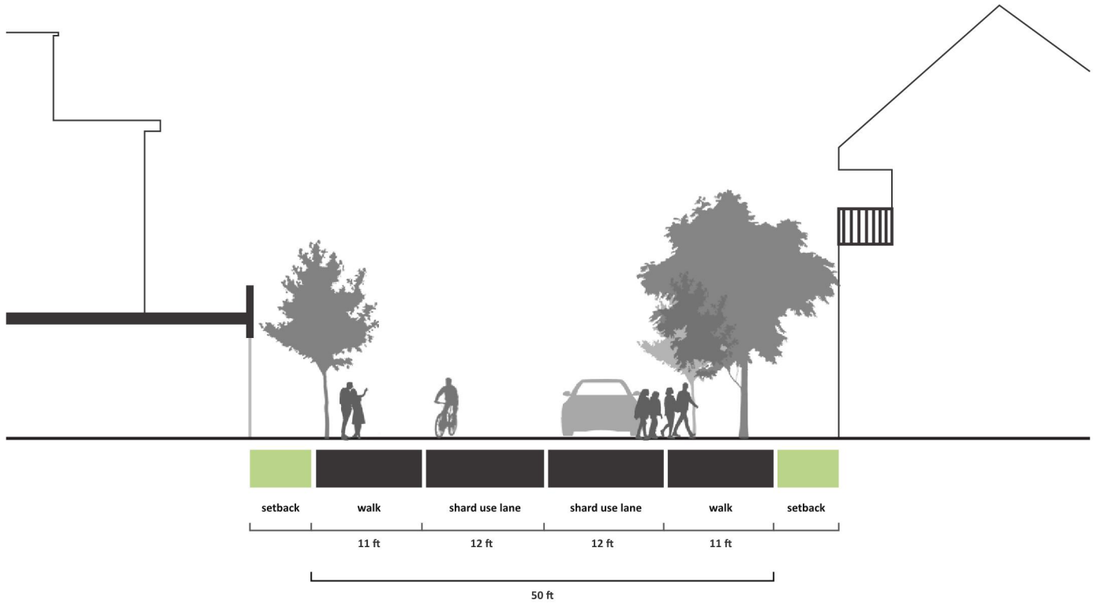
Georgia Street, Indianapolis, IN



Lancaster Boulevard, Lancaster, CA

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Streets in Downtown Brooklyn Center



Garden Street

The Garden Street is the pedestrian-oriented twin to the Parkway, and will run between the Parkway and Summit Drive. Intended to be a "shared street", it will be a slow speed, curbless pedestrian priority street lined by townhouses and lower density residences. The travel lane for vehicles may be serpentine to make room for greenspace, rain gardens, and parklets. The Garden Street will also utilize an "inverted crown" design that channels stormwater into the center of the street for collection — a common approach in curbless streets.

The Garden Street will be called Sông Ave, which means river in Vietnamese. More details on street names can be found in Appendix A.









Examples of Garden Streets

Curbless streets and spaces give visual cues that cars are guests in the space - they share the space with pedestrians, cyclists, and others who use the street for non-motorized uses. Often "garden streets" contain small playgrounds, community gardens, or places to sit. Other terms for Garden Streets are:

- Living Streets
- Woonerfs
- Curbless Streets
- Shared Streets
- Yield Streets
- Play Streets

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MnDOT Right of Way and Future Impacts

MnDOT owns a sizable portion of right of way (ROW) at the south central portion of the Opportunity Site. As the city continues to negotiate the long-term use and ownership of that land, there are several potential impacts and opportunities for the Downtown should MnDOT turn over ROW ownership.



A Existing MnDOT ROW
Future City ownership of the MnDOT ROW would allow for significant improvements to circulation and potential relocation of the northern stormwater pond to allow for multimodal connections and additional development potential.

B Potential Redevelopment
Redevelopment potential within or around the ROW could be rethought towards a more cohesive and connected development pattern.

C Highway 100 Ramps
The ramps to/from John Martin Drive would be removed, as they are redundant to those at Summit Drive and Bass Lake Road. The Highway 100 off ramp to Bass Lake Road would remain, but not provide direct access into the Opportunity Site.

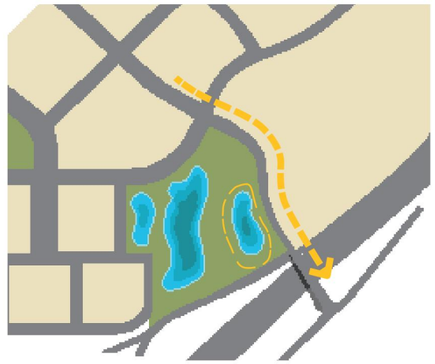
D Future of the John Martin Drive Bridge
MnDOT is considering the closure of the off ramp from Highway 100 onto John Martin Drive. The John Martin Drive bridge over Highway 100 may then be repurposed as a bike-/pedestrian-only facility. The Twin Lakes Regional trail is rerouted along this route, and the intersection with the on-ramp becomes an all-way stop. These outcomes would require City ownership of the bridge and coordination with Three Rivers Regional Park District.



Alternative 1
MnDOT right of way, ramps, and the John Martin Drive bridge stay as-is.



Alternative 2
MnDOT right of way and ramps are removed and become an additional development site. John Martin Drive, the bridge, and the stormwater park remains as-is.



Alternative 3
MnDOT right of way and ramps are removed, John Martin Drive and bridge are realigned, and the stormwater park green space expands.



Alternative 4
MnDOT right of way and ramps are removed, John Martin Drive is realigned and the bridge is removed. The stormwater park is expanded, and an access road is provided for development on the southeast portion of the Opportunity Site.

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Neighborhoods and Economic Development

Building and development patterns that are compact, sustainable, and mixed — creating places for people of all types to live and enjoy at all stages of life

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Neighborhoods and Economic Development - Overview

Downtown Brooklyn Center will feature building and development patterns that are compact, sustainable, and mixed - creating nodes of mixed use activity and neighborhoods for people to live and enjoy at any stage of life

The Plan for Downtown Brooklyn Center creates a series of simple blocks defined by a hierarchy of streets. The blocks will contain the mixture of buildings that contribute to a vibrant downtown. The Plan anticipates approximately 3500 households and up to 200,000 sf of nonresidential uses clustered in three locations. Additionally, several hundred thousand square feet of employment manufacturing could be introduced in the southeast of the Downtown.

While building a district with density is essential to accomplish many of the goals of the Plan, density alone is not the goal. Rather, a vibrant and livable center where all city residents can gather and be welcomed should be the intent of the Opportunity Site build-out. The Plan, therefore, pays close attention to the types of uses and the pattern of buildings that will eventually occupy the blocks in the Downtown.

Housing and Neighborhoods

Brooklyn Center is a built-out community and in need of additional housing of all types. The City was built quickly with almost all housing constructed in the 1950s through 1970s. As a result, there is a narrow range of housing available to residents, particularly new units or units with more than three bedrooms. This limits residents' ability to stay in the community as they age through different stages of life or grow in household size. Therefore, this Plan seeks to fill an existing housing need in the community by suggesting multiple housing types, price points, and ownership models.

Depending on the market, the Opportunity Site could see between 2,000 and 4,000 new housing units on the site. The Plan encourages a range of housing types and tenures — ranging from tall apartment buildings to low-rise townhouses, and ownership units to rental units. Non-traditional ownership models such as cooperatives and land trusts are also encouraged.

A strong residential component to Downtown is important because it creates demand for a variety of uses and the provision of goods, and services. The presence of a strong residential component also helps create a place that can be broadly owned and cared for, rather than a place that is patronized primarily by visitors.

Economic Development

A strong Downtown requires a variety of uses that serve local and regional needs, use that are active throughout the day and week, and use that are compatible and adjacent to each other.

While housing is anticipated to be a strong component of the Downtown, the Plan proposes three "nodes" of concentrated commercial and civic activity for economic development and employment. One of the nodes will begin to take shape in the Alatus Phase 1 development. The Plan does not define the specific character of the other two nodes; rather it is anticipated that the City will allow them to evolve over time and adjust to opportunities as the arise.

As build-out occurs, the Plan envisions the southeast segment of the Opportunity Site as an urban manufacturing or "maker space" for small- and mid-sized businesses. This area will anchor a jobs base for the Opportunity Site, with public-facing retail along the edge, connecting the residential core with this employment edge.

Neighborhoods and Economic Development

- Life-long neighborhoods for new and existing residents of Brooklyn center to call home.
- Centers and Nodes that combine uses to become places to gather, a focus for local economic development, and designed to evolve over time
- Spaces for creating entrepreneurs and small- and mid-sized businesses in the Downtown
- A range of buildings, development types, and land uses on a simple block pattern

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Creating life-long neighborhoods for new and existing residents of Brooklyn center to call home.

Three neighborhoods, flanking Main Street and the Parkway, will each be home to several hundred residents. The neighborhoods will have a mix of housing, ranging from small units to larger flats, owner-occupied and renter-occupied units, and affordable to market rate rents.



Neighborhood



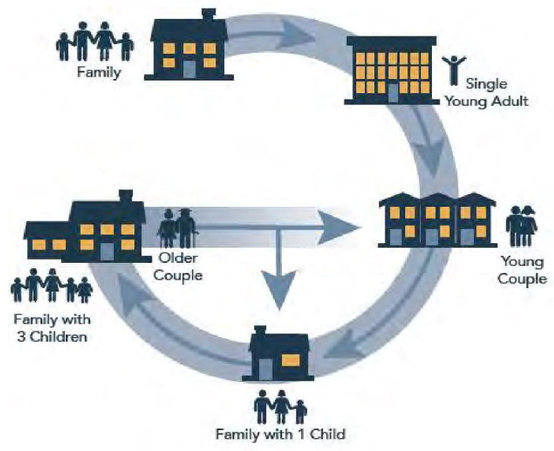
Housing for all stages of life

Brooklyn Center aspires to diversify its housing stock so people can stay in the community throughout all stages of their lives. This usually (but not always) follows a "scaling up" and a "scaling down" process. Generally, this means smaller unit (1-2 bedroom) housing for individuals and couples early or late in life, and larger (3+ bedroom) housing for groups or families living together.

This plan recommends providing the types of housing not historically prevalent in Brooklyn Center — quality deeply affordable rentals (30-60% AMI), and quality market rate multi-bedroom rental and ownership units.

More details on the Housing Framework for the Opportunity Site can be found in Appendix 7.

Traditional "Housing Lifecycle"



A Variety of housing for all stages of life
Multiple housing types and sizes help create a multi generational community of homeowners and renters. This allows people of all incomes and in all stages of life to find a safe and stable home.

B Oriented to parks
Each neighborhood will have a neighborhood park in the middle or edge. The park will be small, serving primarily the neighborhood, and will have places for rest and gentle recreation.

C Neighborhood friendly streets
Streets will be narrow and pedestrian friendly. They will have a modest amount of on street parking for visits to neighbors and shops.

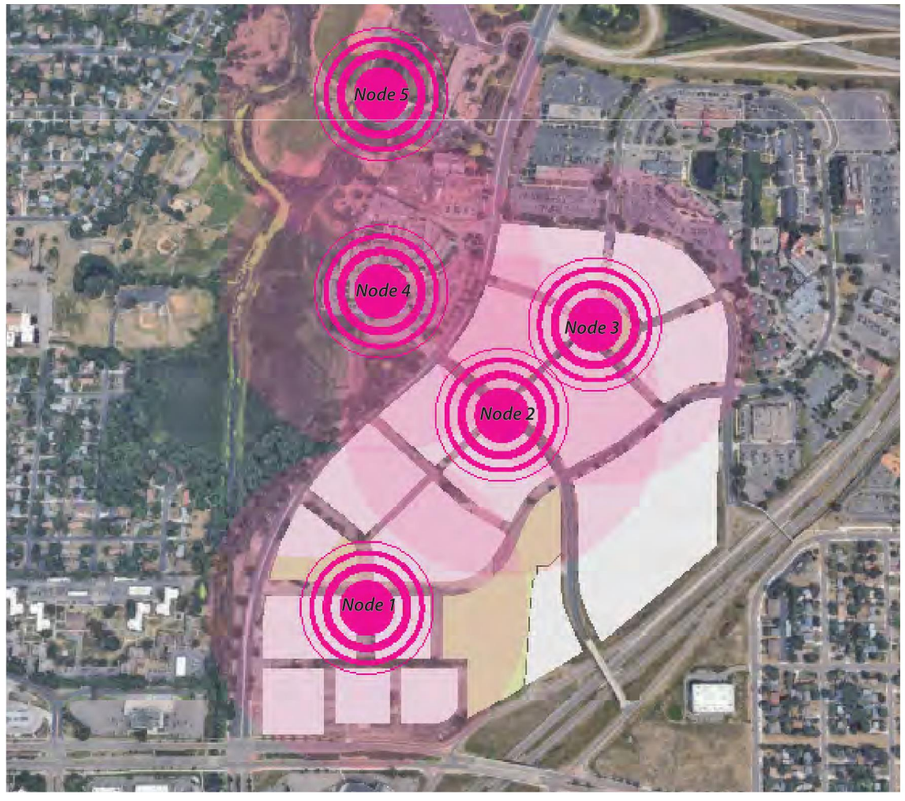
D Small neighborhood services and goods
Small nonresidential uses, such as coffee shops and small groceries will be distributed in the neighborhood. This will create gathering places and it will put daily needs within the reach of residents.

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Nodes that mix uses to become places to regularly gather, focus local economic development, and remain dynamic over time.

Downtown will feature several areas of commercial, retail, and civic activity, connected to adjacent areas, that residents of Brooklyn Center and the region will help activate throughout the week and the year.

Node
A place where several uses are combined to create activity throughout the day and into the evening. Nodes may contain uses that are both local and regional, as well as basic goods and services.



Node 1: Phase 1
» EMP Business Incubator and Plaza
» Event Center with service retail
» 700-800 units of housing
» Stormwater Park
» Space for outdoor markets, performances, and gathering
» Shared use path greenway

Node 2: Main Street
» 3-6 Restaurants
» Spaces for 2,000-5,000 sq ft retail
» Space for outdoor markets, performances, and gathering

Node 4: Hennepin County Regional Center
» County library, district court, DMV, and Services Center
» Shingle Creek Regional Trail

Node 3: Neighborhood Park
» Passive park and recreation space at the center of housing developments
» Shared use path greenway

Node 5: City Center and Park
» City Hall
» Community Center
» Centennial Park
» Shingle Creek Regional Trail



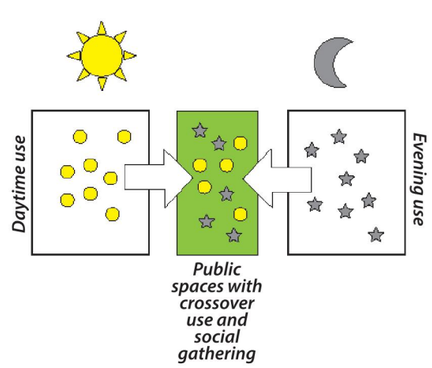
Design Features of Downtown's Nodes

Designing for flexibility and sociability
Main Street and Phase 1 will be a flexible space, able to host a variety of events, from markets, to concerts and festivals.

Activating Public Spaces
Extra wide sidewalks will accommodate outdoor cafes and restaurants, as well as ample amenities such a street trees, seating, bike racks and public art.

Creating comfortable sidewalks, year round
The buildings along Main Street will have features such as retractable facades and upper floor patios with heaters and shading that allow them to be active throughout the year.





Mix of uses, mix of people, mix of times.
Public spaces serve as places for people of different backgrounds and experiences to informally mix. Strong public spaces provide locations for all people to formally and informally gather, relax, and recreate. By strategically locating public spaces in relation to areas active day and night these spaces become more active and vibrant throughout the entire day.

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Phase 1 Redevelopment Site

A development team led by Alatus is planning and designing for the first phase of Opportunity Site redevelopment. The Phase 1 concept intends to introduce hundreds of units of housing at various price points, a small business incubator, and a conference center.

Site 1: Multifamily Housing and Business Incubator

Site 2: Conference Center

Site 3: Multifamily Mixed-Income Housing

Sites 4–7: Multifamily Housing



Phase 1 Development Site

In 2019, Brooklyn Center entered into partnership with a development team led by Alatus LLC to plan, design, and construct "Phase 1" of the Opportunity Site. The 15 acre public-private-partnership project anchors the southwest corner of the Downtown, and anticipates hundreds of units of market rate and affordable housing, the "EMP" business incubator, and a conference center with service retail.

Phase 1 will also provide foundational public transportation and stormwater infrastructure for the Opportunity Site, including the Parkway and regional stormwater ponds and park.



Images courtesy of Alatus LLC



The proposed Phase 1 development site, looking north from Bass Lake Road and Shingle Creek Parkway



The Flex Street, with the EMP to the right, and Event Center to the left



The view from Shingle Creek Parkway, looking east into the heart of the Phase 1 site

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Future City Hall

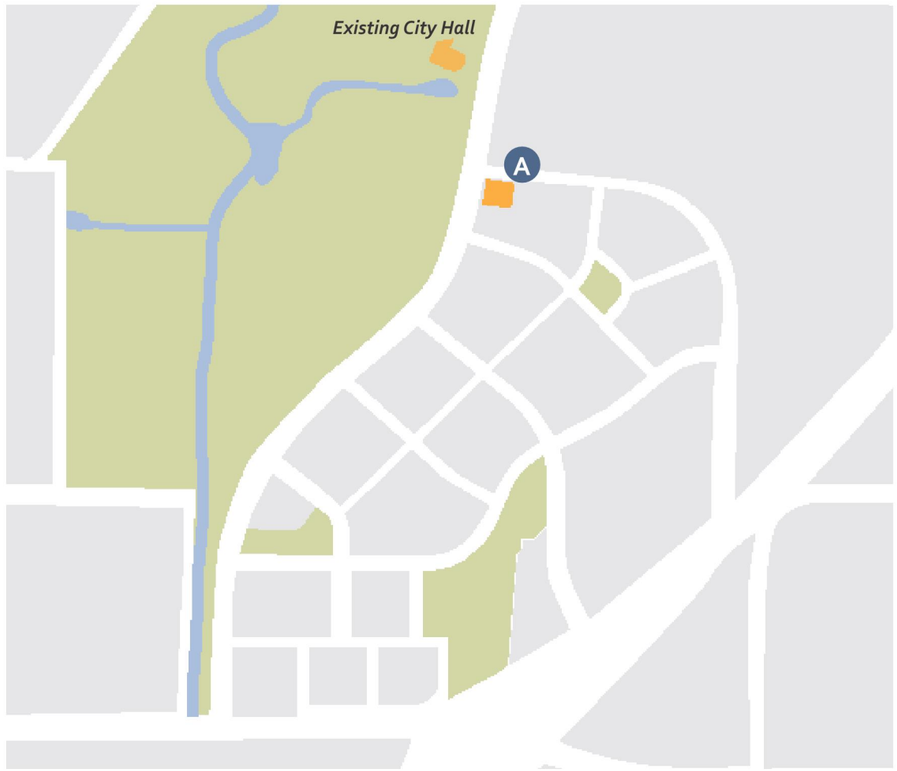
A new city hall building can leverage development interest of the Opportunity Site, while serving Brooklyn Center residents through a more centralized location and by coordinating civic development with private development.



Columbia Heights City Hall integrated with new mixed-use development.



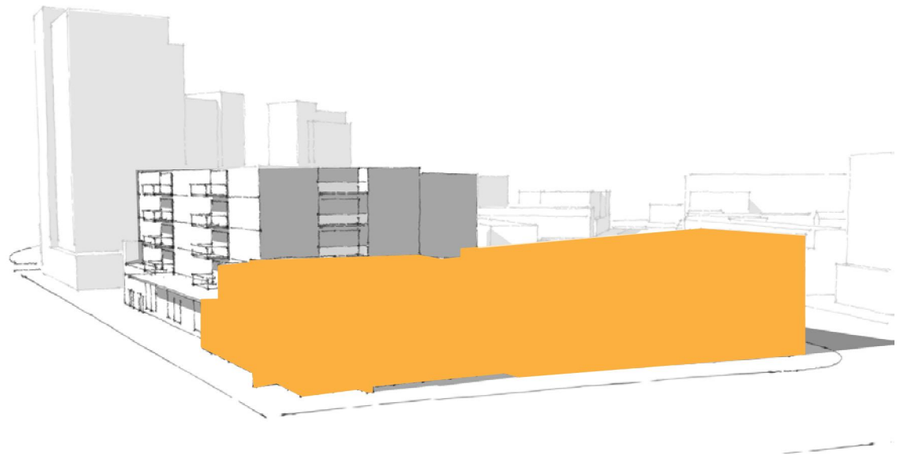
Shakopee City Hall



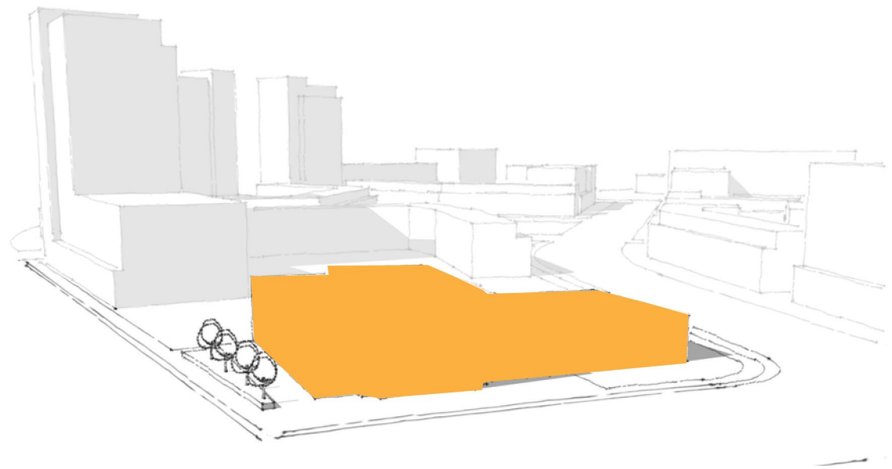
Brooklyn Center City Hall

Long desired, a larger and more modern city hall would facilitate community connection and help deliver a more efficient services to Brooklyn Center residents. The existing facility does not sufficiently meet needs of the city today — particularly concerning access and circulation, staff office space, and meeting space for both staff and public meetings.

The Opportunity Site presents a future opportunity for a new city hall, either as a public / private partnership or as a standalone facility.



A ALT 1: City hall on the northwest corner of "Block 9", at the intersection of Shingle Creek Parkway and Summit Dr, integrated with mixed-use development.



A ALT 2: City hall on the northwestcorner of "Block 9", at the intersection of Shingle Creek Parkway and Summit Drive as a stand alone building/use.

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Creating Opportunities for Entrepreneurs and Small Businesses in the Downtown

Downtown will feature spaces, buildings, and organizations that support the growth of local small businesses. Cultivating these businesses will be a defining quality of the Downtown.

Most businesses become successful through a graduated process that carefully balances cost with exposure. Very few businesses succeed by signing on to a multi year lease in their infancy. Downtown Brooklyn Center therefore will support and incubate small businesses with the following strategies.

- » Support an entrepreneurial marketplace
- » Co-locate small businesses that need foot traffic with larger generators of foot traffic.
- » Create spaces in the Plan that are designed for venders, food trucks, and other forms of micro-retailing.
- » Encourage commercial and mixed-use developers to build flexible ground floor spaces that can be scaled according to business needs.
- » Encourage developers to provide small and cost attainable space for small businesses.
- » Market and promote the Downtown with events that attract people into the Downtown throughout the year.
- » Support live-work spaces in the residential areas of the Downtown.

Entrepreneurial Market Plaza (EMP)

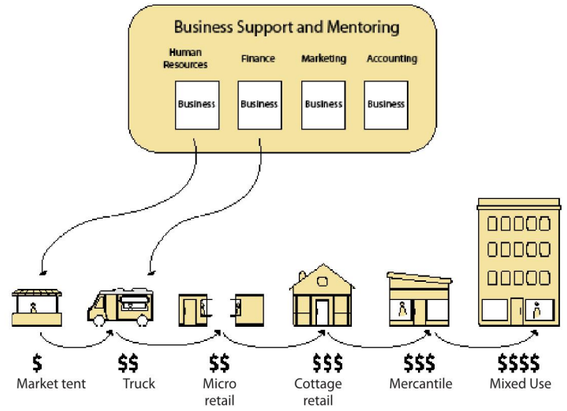
Brooklyn Center's diverse micro-business community has long expressed the need for affordable, flexible business space that offers technical and programmatic assistance. Recognizing this, the Plan recommends creating a 10,000 to 20,000 square foot small business incubator. The global marketplace concept intends to center entrepreneurial opportunities for BIPOC-, woman-, and immigrant-owned businesses. The EMP is planned for the Phase 1 development site.

This space should be operated by an entity that specializes in small business development and support. The entity would provide specialized support in finance, marketing, accounting and human resources to small business operators. The EMP will have a strong street presence in the Downtown, with an attached plaza space for events to "spill out" from the building, or host standalone events. The Plaza's location at the intersection with the Parkway will help establish a key activity node for high foot traffic.



Proposed EMP location within the Phase 1 Development Site
Courtesy of Alatus, LLC

The Entrepreneurial Downtown





Business Opportunities on Main Street
Main Street will be designed to make space for a variety of different retail types and sizes. It will be anchored on the ends by larger regional or community wide attractions that generate foot traffic - an important ingredient for success of any street-facing business.



Pop-up micro retailing



Small structured retail spaces

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Market Plaza Alternatives

North End Market Plaza

The plan envisions entrepreneurial activities generally concentrated along the Market Street and within the Phase 1 Development Site. Alternatively, the northwest corner of the Opportunity Site could provide another location for public gathering of entrepreneurial activities.

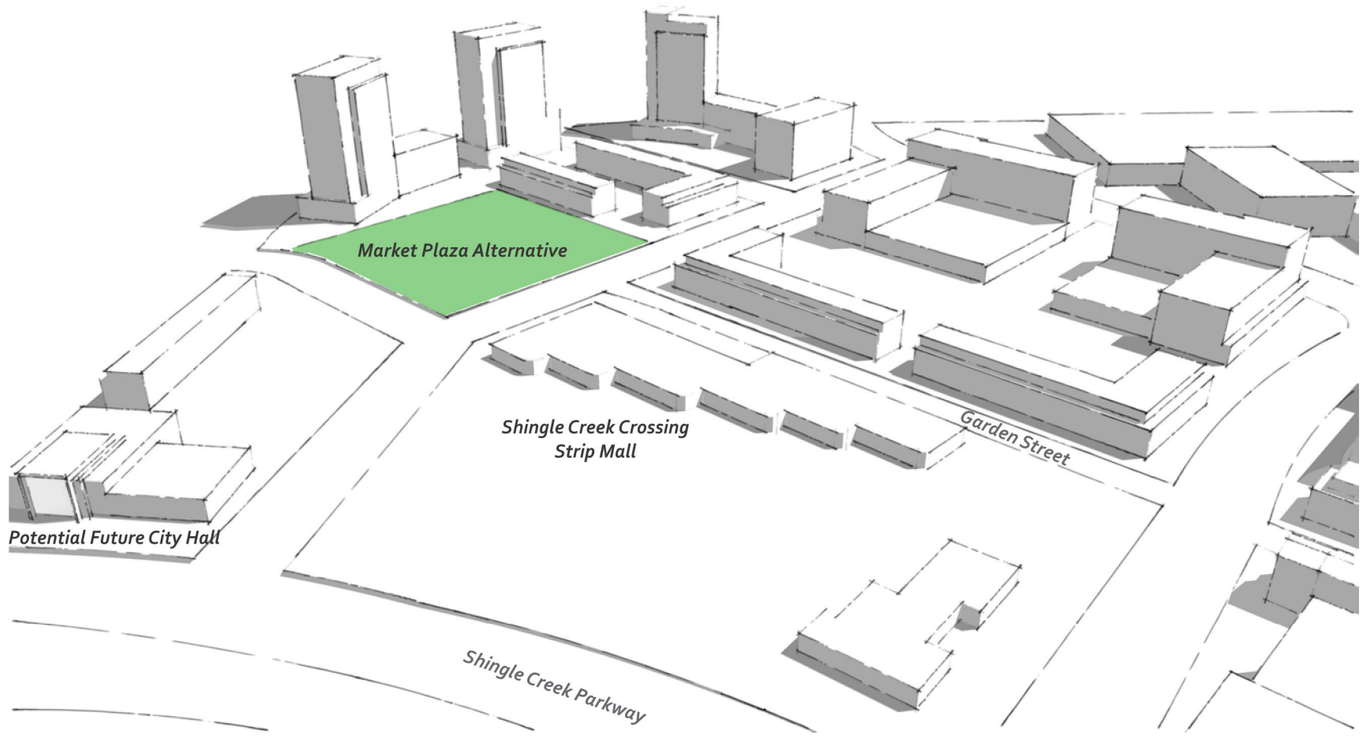
A market plaza, located in the location of the vacant Target, could provide an centralized gathering place, as a bookend to public space in Phase 1. Additionally, it would offer an outdoor place of commerce for a planned small business venue in the Shingle Creek Strip Mall.

If well located and designed, this plaza could also double as a civic plaza and gathering space adjacent a future city hall.

To ensure a successful plaza, careful design attention should be given to appropriately size and locate the plaza, offering a series of smaller spaces within the plaza that different activities can occur within. Similarly, a market and civic plaza should consider plaza edges to be activated, are easily accessible, and offer highly visible sight lines into and out of the plaza.



Opportunity SIte North End Ownership





North End Market Plaza Concept

A ALT 1: Locating a future market plaza at the terminus of the Garden Street, could also provide a centralized location for entrepreneurial activities, gathering, and civic events.

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Urban Manufacturing and Employment

Re-introducing employment uses, particularly small- and medium scale manufacturing, within the Opportunity Site is a chance to spur economic development, provide good paying jobs near housing, and supports a greater mix of uses within the Downtown. Critical to the success of employment uses will be thoughtful design that is cohesive and complementary to the adjacent TOD district, and design that leverages Downtown amenities.



Creating an urban manufacturing uses within a TOD district requires attention to use-type as well as site and building design. This leads to a more cohesive transition to and from the adjacent TOD district.

- The public entrances of buildings are human scale, oriented north along the Parkway, and when appropriate, reflect similar designs and materials from the surrounding TOD district.
- Vehicle and truck access is focused to the east and west allowing the north edge along the Parkway to remain pedestrian oriented.
- A soft northern and western edge or "seam", that creates a natural transition from residential and retail uses into the manufacturing area. This may be done with landscaping, public art, and loading public-facing supportive retail on the north edge of the manufacturing district

Blending urban manufacturing with a neighborhood



- **A** Site is oriented so trucks access regional roadways without needing to drive through the TOD district
- **B** Multistory buildings, whenever appropriate, to maximize site efficiency
- **C** Rooftop solar grids created opportunities for sustainable "closed loop" systems
- **D** Pervious pavement and BMPs encourage infiltration and mitigate pollutants from runoff
- **E** Businesses and supportive retail with a public interface are located at activity nodes that face neighborhoods
- **F** Clear, visible, and simple pedestrian connections into and across the manufacturing district are available from surrounding neighborhoods
- **G** Transit readiness and access are developed for broader employee and patron access
- **H** Green edges that promote stormwater sustainability, and amenitize the "seam" edge of the manufacturing district

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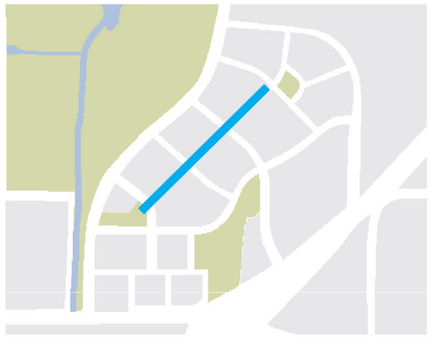
Housing along the Garden Street

The Garden Street presents a unique opportunity to create a pedestrian-focused spine connecting the north and south ends of the Opportunity Site. As a shared street with walk-up residential units, the garden street is both a connector and a destination for community gathering, recreation, and relaxation. Townhome units can also create opportunities for home ownership and lower barriers for first-time or lower-income home buyers.









Garden Street

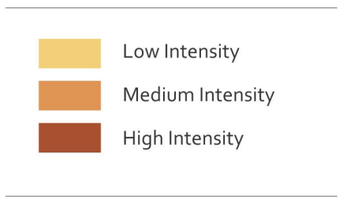


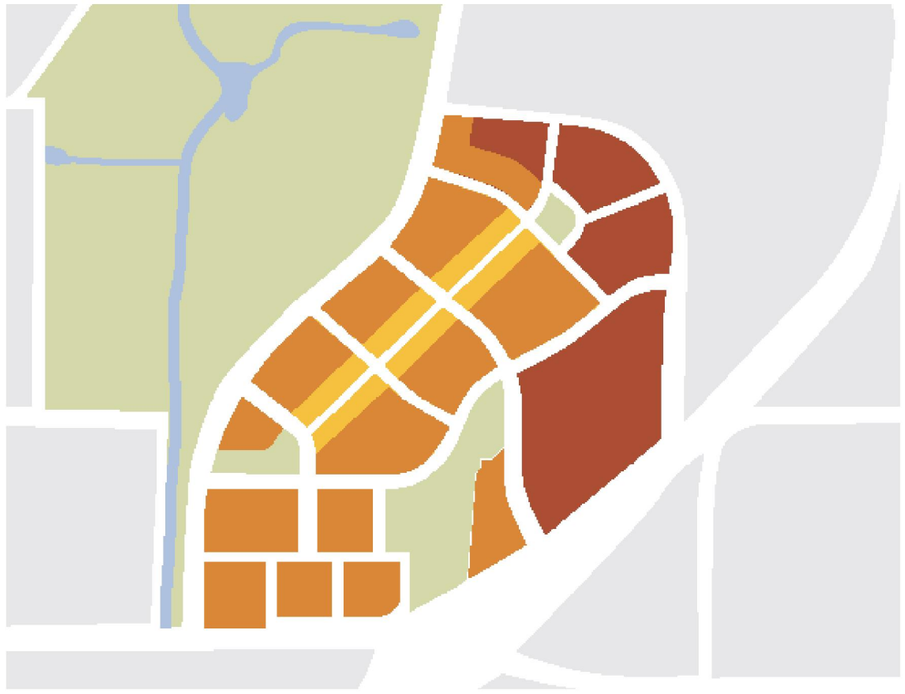
Housing along the Garden Street will include low or medium profile walk-up residential units with street-facing amenity space and activated ground floors. Housing could include owner- and renter-units, and live/work units.

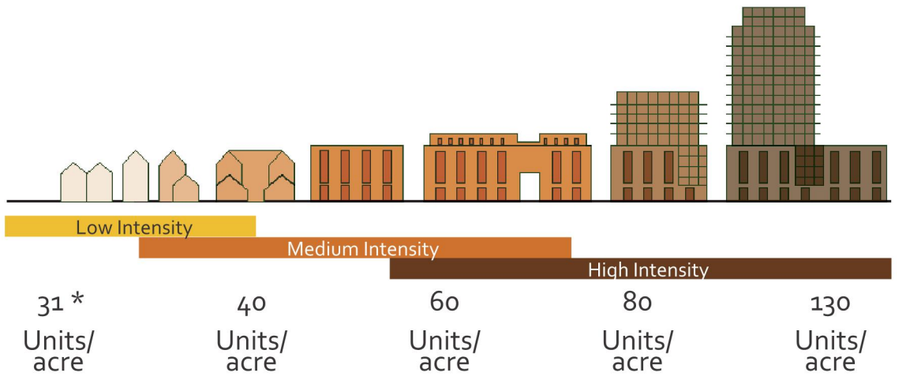
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Multiple building types and development intensities on a standard block pattern

The Downtown will have a series of similarly (though not identically) sized and shaped blocks that make up the general urban fabric. The pattern creates a series of developable blocks that are small enough to be pedestrian friendly, but large enough to have multiple building types on each block.

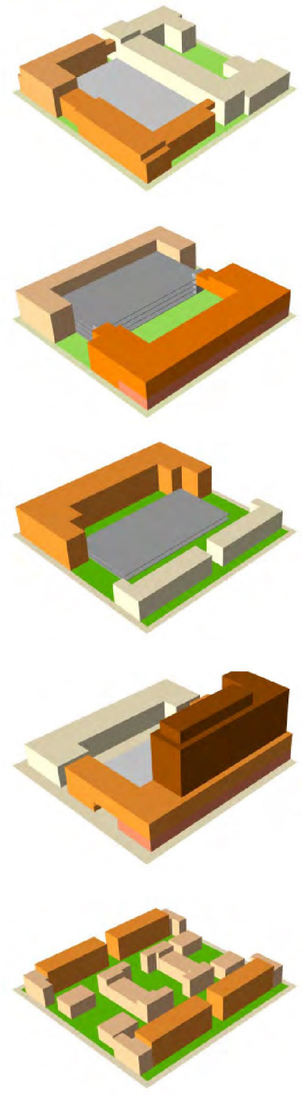






** Minimum density in MX-C district is 10 units per acre*

Multiple Building Types on each Downtown Block



Guidelines for Developments of a Downtown Brooklyn Center Block

- Blocks are between 2.5 and 5 acres, block faces should not exceed 500 feet.
- Buildings are oriented towards the perimeter of the blocks with all parking either in the middle of the block or to the side of buildings.
- Parking should be shielded from the sidewalks and structured whenever possible.
- Each block face should have multiple entries to create as much activity on the front of the building as possible.
- Ground floor residential units are set back from the sidewalk no more than 10 feet to create a small garden or patio
- Interior courtyards and passages are encouraged; however, they should not detract from creating active sidewalks and a well defined street space
- Nonresidential uses are set on or within 10' of the front property line.

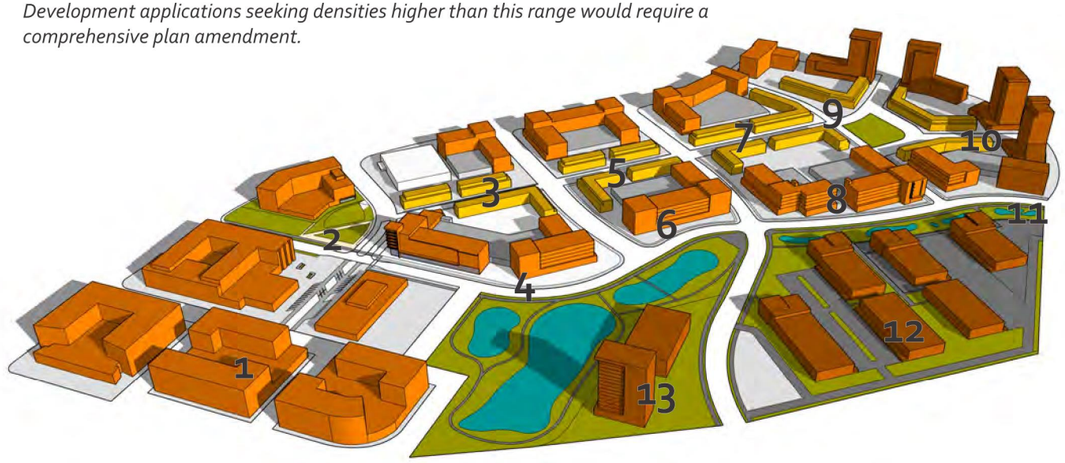
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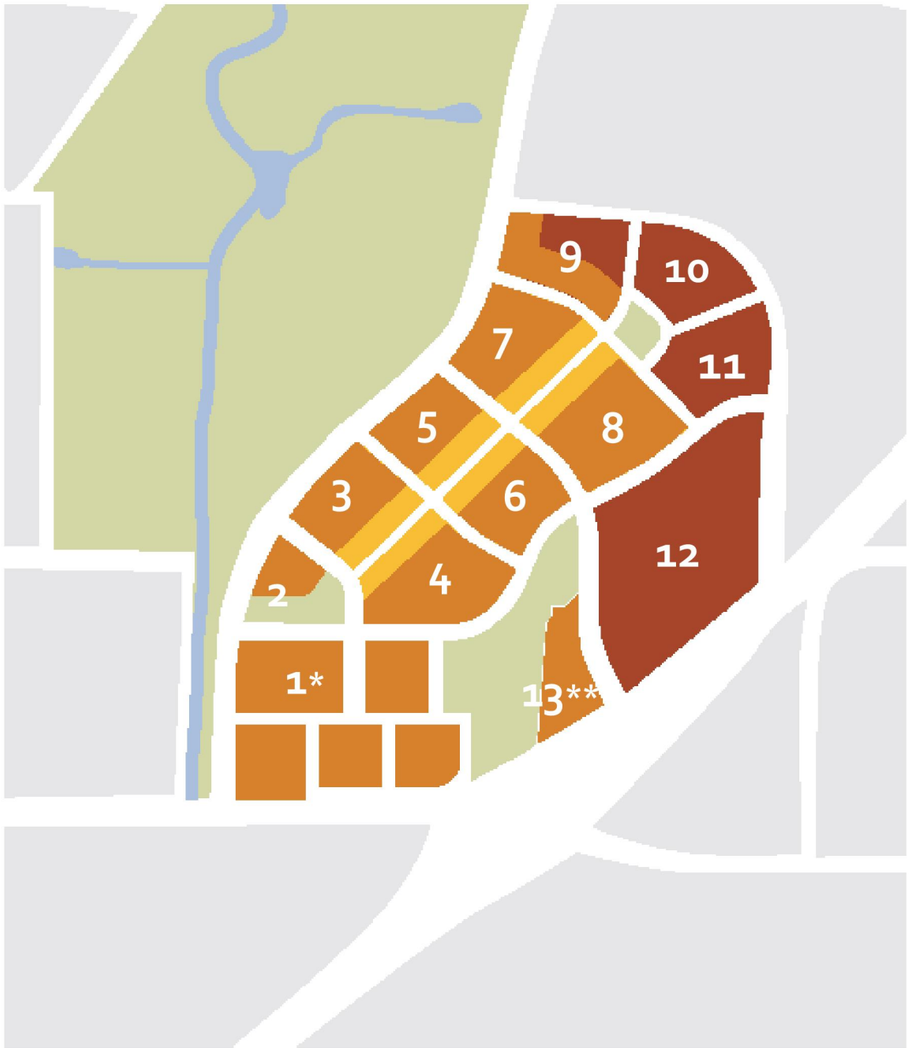
Anticipated Densities

Estimated Development Program						
		Estimated Residential Program Densities			Estimated Nonresidential Program Floor Areas	
Block	Area (acres rounded)	Low* (31 u/ac)	Average* (80 u/ac)	High* (130 u/ac)	Square Feet of Retail	Square Feet of Employment
1 (Phase 1)	15	743 units approved in 2022			30,000 - 40,000 (with EMP)	-
2	1	31	80	130	-	-
3	1	31	80	130	-	-
4	5	155	400	650	5,000 - 10,000	-
5	3	93	240	390	10,000 - 20,000	-
6	3.5	109	280	455	10,000 - 20,000	-
7**	7.5	233	600	975	10,000 - 20,000	-
8**	5.5	171	440	715	10,000 - 20,000	-
9**	3.5	109	280	455	-	-
10**	2.5	78	200	325	-	-
11**	3	93	240	390	-	-
12	16	-	-	-	-	200,000 - 400,000
13	4	-	-	-	-	15,000
TOTAL	**70**	**1,382**	**2,595**	**3,818**	**75,000 - 130,000**	**200,000-400,000**

**Totals are rounded for estimation purposes*

*** Current zoning for this block allows for lower density ranges, of 10–60 units per acre. Development applications seeking densities higher than this range would require a comprehensive plan amendment.*





*** Block 1 includes all five blocks of the Phase 1 redevelopment site**
**** pending future MnDOT ROW outcome, and roadway alignment decisions**

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Implementation

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Opportunity Site Suggested Targets

The public process around this plan emphasized the need for accountability throughout the development and implementation of the plan.

While this can be complex in the context of a multi-year, multi-stage build-out, it is important to identify how projects will be held to the standards developed through this plan. In particular, there is concern that the development's benefits accrue to Brooklyn Center residents and stakeholders, including diverse groups that in the past been excluded from benefits and/or disproportionately shouldered adverse impacts.

The targets for this plan are still in development through the community-driven process. However, the following are provided based on engagement to date – with the recognition that they are likely to change based on further input.

Targets for the Planning Process

- Documented of outcomes of project-based engagement
- Completed and approved Community Benefits agreement (Appendix 4)
- Completed and approved Equity Development Framework (Appendix 5)
- Documented mitigation measures for adverse impacts and risk factors

Targets for Transportation and Connectivity

- New off-road trail connections through the site
- Transit readiness for future transit services to the site, with enhanced bus stop/bus station facilities
- Pedestrian amenities throughout the entire site
- Sustainable funding mechanism established to maintain infrastructure and public realm

Targets for Housing and Residential Communities

- New housing units will be a mix of affordable and market rate, rental and owned, based on recommendations for the Opportunity Site Housing Framework (Appendix 7)
- Housing framework and policies regularly reviewed and revised as development occurs
- Presence of housing types that meet needs in community
- Availability of renter/homeowner assistance for local households
- Development of housing types that support mixed income communities
- Identify and secure outside housing funding sources to leverage local investments
- Development of live-work units to support small businesses and home occupations.
- New housing includes walk up, townhome, and similarly scaled unit design

Targets for Public Realm, Public Spaces, and Environment

- Access for residents to recreational amenities
- Presence of multicultural-event spaces that are affordable and accessible to the community
- Programming for recreation, culture, arts, youth activities, etc.
- Public space design that is reflective of a multicultural community
- Funding mechanism for constructing and maintain public art, and support for incorporating art in private development (e.g. art dedication fee)

Targets for Economic Development and Employment

- Percentage and type of affordable commercial space for businesses
- Contractor hiring requirements for construction phase of projects, including DBEs
- Location of locally owned firms within the project, including small, start-up, and minority owned enterprises
- Presence of incubator space with accompanying supporting services for small businesses
- Good jobs for residents of the city, including needed placement, training, and retention services as applicable

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Implementation Framework

The Implementation Plan is focused on key elements as determined by the City of Brooklyn Center. The approach is divided into three categories of strategies detailed below: private sector, public sector, and community partnership.

Private Sector: led by private sector development and investment; city role focuses on support, collaboration, review, and approval in response to private sector initiative (e.g. new commercial and residential development, land assembly, development partnerships). Considerations include:

- Profitability and potential gaps needing subsidy
- Consistency with community goals and context
- Public-private partnerships
- Defining and supporting community benefit

Public Sector – led by the city and consistent with typical public role; while additional resources may be needed, there is a relatively defined path toward implementation (e.g. new roads, sewer, parks, trails, basic governmental services). Considerations include:

- Prioritizing infrastructure improvements
- Funding and timing of improvements
- Balancing cost and innovation
- Maintenance and useful life

Community Partnership – a project or initiative that involves finding new ways to work together creatively to achieve something that is unique and adds value to the community. Successful community partnerships will include:

- Identifying project champions and leads
- Developing an implementation approach
- Fund-raising and building support
- Identifying who will own and maintain facilities

This Implementation Plan provides an overall summary of the key elements of implementation along with goals, identifies milestones known at this time, notes interdependencies and identifies challenges. Individual Implementation Plan focus areas will be tracked in greater detail on an individual project basis. Where this is overlap between categories, tasks will be associated with the lead agency, and coordination with others will be noted.

On-Going Work & Impacts

The master planning process identified the need for continued in-depth studies to inform not only the Opportunity Site redevelopment strategy, but also overall city policies and practices.

It is important to note that much of this work will extend beyond the completion of the master plan, however, the work can be scheduled to allow for outcomes that are needed to inform opportunity site development, and city wide process improvements.

Equity: The city is exploring a range of tools, including an equity development framework (see Appendix III), to assess impacts of the Opportunity Site on the well-being of community members, particularly minority and historically underrepresented groups.

Housing Affordability, Displacement, and Gentrification: Interrelated with equity, an assessment should be conducted on the potential impacts of development on current and future housing affordability and availability city-wide.

Health: The master plan suggests best practices in health-promoting community design towards maximizing public health outcomes. Pending future funding, a formal Health Impact Assessment could provide additional guidance on site build out, and open new avenaues for project funding.

Environment: Impacts on the environment are a significant consideration of the Opportunity Site's vision. The City is considering an alternative urban area wide review (AUAR), a flexible environmental assessment tool that addresses the impacts of multi-phase redevelopment scenarios and offers possible mitigation strategies.

Traffic: The impact of the development upon current traffic flows and expected new traffic generation is being utilized to inform new and updated mobility infrastructure. Additionally, the Site's traffic assessments take into consideration opportunities for future transit and multimodal service and connectivity.

Financial Analysis: A series of assessments of the City's financial position were conducted early in the master planning process, to establish as preliminary understanding of how the city might address subsidies, costs, and revenue sources. As development occurs, these models should be updated to reflect new development impacts.

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Implementation Focus Areas

Key Focus Areas	Timing	Goals and Objectives	Community Benefit
1) Continue to engage the community	Ongoing	» Establish regular communication channels to provide and gather input from the community at major development milestones » Clearly summarize feedback and communicate back to the community	» Community stakeholders have influence in their community » Developments benefit the community and are appropriate for their use and enjoyment
2) Complete environmental reviews and systems assessments	As Development Occurs	» Meet all local, state, and federal requirements » Pursue enhanced systems and facilities through community partnerships	» Improved public services and public realm, including environmental sustainability and management of impacts of development » Support for catalytic change that can generate multiple community benefits » Coordination with developers and jurisdictions to improve outcomes for all
3) Establish developer agreements for the Opportunity Site	2025-2026	» Mutually supported agreement that achieves multiple private and public goals » Clear understanding of roles relating to funding and implementation	» Development that has broad public support and achieves community
4) Develop communication strategy and materials for on-going Opportunity Site messaging	2025-2026	» Create a communications strategy and collateral materials to ensure the community and key stakeholders: » Are informed and in the know » Understand benefits » Know how to engage » Know of opportunities » Possible impact to overall city brand	» Opportunity to incorporate local partners and services in project » Public messaging around community priorities

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FOCUS AREA 1 | Continue to Engage the Community

Major Activities	Project Team	Timing & Coordination	Results and Deliverables	Additional Resources Required	Community Benefits
Private Sector					
Provide neccessary materials to review and vet development proposals, required studies	Developer in coordination with City	Prior to entitlement process	Community-reviewed and City-approved building plans and studies	None	Information and understanding of Opportunity Site build out and specific development updates
Ongoing tenant and property management	Developer	After opening of development properties	Ongoing property management	None	Well maintained property that meet community needs
Public Service					
Property inspection and monitoring	City	After opening of phase one development	Ongoing compliance	None	Well maintained property
Periodic public communication and updates on Opportunity Site development milestones, events	City in close coordination with developers, property owners	As development occurs	Public awareness of Opportunity Site build out process, milestones	None	Information and understanding of Opportunity Site build out and specific development updates
Community Partnership					
Participation and feedback on general communications, development review, and project updates	Public organizations, local stakeholders	As development and communication occurs	Public awareness of Opportunity Site build out process, milestones	None	Information and understanding of Opportunity Site build out and specific development updates

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FOCUS AREA 2 | Complete Environmental Reviews and Systems Assessments

Major Activities	Project Team	Timing & Coordination	Results and Deliverables	Additional Resources Required	Community Benefits
Private Sector					
City, and state required assessments – e.g. environmental, survey, traffic, geotechnical, etc	Developer, with review and coordination by the city	Prior to entitlement process	Required reports and findings, potential mitigation identified	Possibility of collaboration on broader scope of review for district-level assessment	Identification and mitigation of site issues and project impacts
Public Sector					
Comprehensive Plan Amendment	City	Prior to development approvals	Amended Comprehensive Plan that reflects master plan land use vision	None	Alignment of city policies with community-expressed master plan
Complete site analysis over and above developer baseline – e.g. AUAR	City, with developer and other jurisdiction coordination on joint effort	Prior to entitlement process	Technical reports and findings	Identification of additional funding for studies	Identification and addressing site issues and project impacts; support for district-level improvements
Future City Hall determination	City with financial consultant	Coordination with master planning to confirm location and plan integration	Determination of potential to relocate city hall/community center	Resources for study, design, and implementation	More accessible and public-serving city hall
Partnerships					
Traffic analysis related to Highway 100 ramps	City in coordination with MnDOT	Coordination with timing of MnDOT improvements, potential ramp removal or reconfiguration; development impacts	Traffic study and recommendations, beyond scope required for development	MnDOT participation in study and implementation	Addressing traffic flow and safety issues; possible benefit to Opporunity Site layout and connectivity
District stormwater approach with Shingle Creek	City in coordination with watershed	Coordination with watershed approval of development applications; Prior to entitlement process	Regularly updated stormwater modeling, to be attached to watershed permit applications	Identification of additional funding for implementation	Enhanced stormwater and open space improvements; environmental resiliency
Regional park and trail connectivity	City in coordination with Three Rivers Park District	Prior to infrastructure construction; coordination with Three Rivers Parks District on connection locations	Trail connections from the Opportunity Site to Shingle Creek Regional Trail	Identification of additional funding for implementation	Enhanced and safer multimodal service and connectivity
Future transit service within the Opportunity Site	City in coordination with Metro Transit	Prior to infrastructure construction; coordination with Metro Transit on internal routes and stop locations	Internal Opportunity Site transit service along the Parkway	Metro Transit participation in study and implementation	Enhanced and safer multimodal service and connectivity

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FOCUS AREA 2 | Establish Developer Agreements for Opportunity Site

Major Activities	Project Team	Timing & Coordination	Results and Deliverables	Additional Resources Required	Community Benefits
Private Sector					
Development Plan submittal	Developer, with review and coordination by the city	Prior to entitlement process	Site plans and all required elements	None	Community opportunity to review and provide feedback on development plans
Construction of phase one development	Developer, with review and coordination with the city	Initiated by 2025 (anticipated)	Project complete, certificate of occupancy	Identification of additional funding for implementation	New housing, jobs, tax base, community revitalization, etc.
Public Sector					
Public finance strategy	City with financial consultant	Prior to development agreement	Input into developer agreement	None	Appropriate use of public resources
Adopt Opportunity Site Community Benefits Agreement Template	City	2025-2026	Template for guiding the creation of community benefits agreements; project outcomes serve the communty	None at this time	
Infrastructure plans and construction for phase one needs – e.g. roads, utilities, lighting, public realm	City in collaboration with developer	By the completion of phase one (anticipated 2025-2026)	Site infrastructure design necessary to support phase one, future Opportunity Site build out	Identification of additional funding for implementation	Strong and relient public infrastructure to support development and meet public needs
Public Subsidy determinations - e.g. TIF districts	City, with financial consultant	Prior to entitlement process	Approved public subsidy notes	None	Identified funding for site improvements that benefit the community
Community Partnership					
Community feedback on development proposals, community benefit agreement	City in collaboration with local partners, stakeholders	Prior to entitlement process	Enhanced site design to support community and master plan goals; informed public that has knowledge of project developments	None	Development supports community vision; engaged and empower community

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FOCUS AREA 4 | Develop Communications Strategy and Collateral Materials For Opportunity Site Build Out

Major Activities	Project Team	Timing & Coordination	Results and Deliverables	Additional Resources Required	Community Benefits
Private Sector					
Meet with city and local stakeholders to review and vet development proposals, required studies	Developer, with assistance from City	Prior to entitlement process	Community-reviewed and City-approved building plans and studies	None	Promote consistency with master plan vision
Public Sector					
Develop site-specific development materials to advertise developable parcels	City	2025	Marketing material outlining key parcel information	None, unless product needs to be more specific to phase one development	Promote consistency with master plan vision; development of targeted parcels
Develop public communication materials for conveying information during project milestones	City	2025-2026	Unified branding and marketing materials for use in external communications of project milestones	Identification of additional funding for implementation; establish communication channels	Information and understanding of Opportunity Site build out and specific development updates
Community Partnership					
Convene project stakeholders and potential partners to communicate project details	City in coordination with developer, community organizations	As development occurs	Review and distribution of communication materials	To be determined	Promote culturally responsive dissemination of information and understanding of Opportunity Site build out and specific development updates

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Potential Funding for Community Projects

Program	Description	Max Award	Solicitation Timing
Local Road Improvement Program (LRIP)	For local road construction or reconstruction projects with local, regional, or statewide significance that cannot reasonably be funded through other revenue sources. The LRIP funds must be used outside Trunk Highway right-of-way and do not require a set local match.	County/State Aid City - $1,000,000 Small City/Township - $750,000	Fall
Regional Solicitation	For locally initiated projects that meet regional transportation needs in the seven-county metro area. Funding categories include Roadways Including Multi modal Elements, Transit and Travel Demand Management (TDM) Projects, and Bicycle and Pedestrian Facilities (including Safe Routes to School (SRTS)).	Varies widely by funding category	Every 2-years
Local Partnership Program (LPP)	Intended to pay for a portion of the Trunk Highway eligible construction costs of the project and up to 8% of the construction engineering costs (for inspection, contract administration, surveying and materials testing as applicable, based on the Trunk Highway eligible costs. Locally led projects that are not large scale enough to be led by MnDOT.	$710,000	April
Transportation Economic Development (TED)	To fund construction, reconstruction, and improvement of state and local transportation infrastructure in order to; create and preserve jobs, improve the state's economic competitiveness, increase the tax base, accelerate transportation improvements to enhance safety and mobility, and promote partnerships with the private sector.	$10,000,000	June
Transportation Economic Development Infrastructure (TEDI)	To fund public infrastructure construction that provide economic and employment benefits	$500,000	June
Corridors of Commerce	For the construction, reconstruction and improvement of trunk highways, for projects not already in the State Transportation Improvement Program, to provide additional highway capacity on segments where there are currently bottlenecks in the system and improve the movement of freight and reduce barriers to commerce.	n/a	Varies as program is funded
Minnesota Highway Freight Program (MNHFP)	For infrastructure and operational improvements to US highways, and improving safety, security, efficiency and resiliency of freight transportation. All public roads, are eligible for this money.	n/a	Varies as program is funded
Infrastructure for Rebuilding America (INFRA) -	To improve major highways, bridges, ports, and railroads around the country to better connect communities, and to enhance safety and economic growth.	n/a	September
Better Utilizing Investments to Leverage Development (BUILD)	To repair, rebuild, and revitalize significant surface transportation infrastructure projects with a significant impact in their local or regional communities including roads, bridges, transit, rail, ports or inter modal transportation.	$25M	November
Department of Employment (DEED)	Funding for Business Development, Community Development, Infrastructure, and Site Clean-up and Redevelopment projects that result in economic growth.	Varies with each program category	Varies with each program category

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Vision for a New Downtown Brooklyn Center

Located at the geographic center of Brooklyn Center and at nexus of regional trails, roads, and natural systems, Downtown Brooklyn Center will become a new social, recreational and commercial center for the community. It will become a source of community pride as it draws on the remarkable spectrum of people - diverse in background and age - who have chosen to live in and invest in Brooklyn Center.

The Downtown will evolve gradually over time, both in response to market forces as well as shaped by the public vision for a new Downtown. The Plan proposes a mix of uses and spaces that create neighborhoods and nodes of activity. These places within the Downtown will allow new and existing residents of Brooklyn Center to gather, recreate, work, and live.





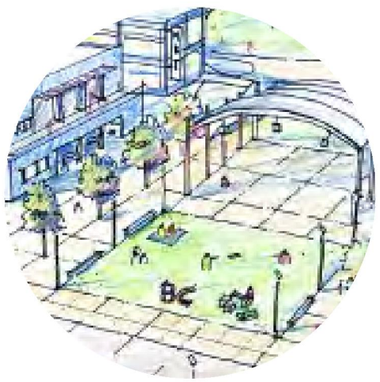
The Parkway and Regional Stormwater Park



Garden Street



John Martin Drive and a new Main Street



BC Plaza

APPENDIX A PUBLIC REALM AND ART FRAMEWORK

Brooklyn Center Opportunity Site Art Integration Strategies

Juxtaposition Arts

Overview | Background & Objectives

The Brooklyn Center Opportunity Site will be a new, 80 acre urban neighborhood at the former site of the Brookdale Mall. The City of Brooklyn Center, contracting with Bolton and Menk, envisioned that the public realm for this new neighborhood – including streets, stormwater infrastructure, and park space – would integrate artwork in a cohesive way and reflect the Brooklyn Center community.

This report establishes a theme that can be strategically integrated into street design, street furniture, and public art. The theme also sets a naming scheme for the new streets.

The art integration strategies were developed by the Environmental Design Studio at Juxtaposition Arts. The "Enviro" studio is a non-profit based in North Minneapolis that hires youth apprentices to work on professional design projects throughout the Twin Cities. Two of the youth apprentices on this project live in Brooklyn Center. The Enviro studio is led by a licensed architect and an urban planner.





Overview | Unifying Theme for the Pu

The Brooklyn Center City Council chose the theme of "Confluencia" to unify street design, street furniture, and public art pieces throughout the Opportunity Site. "Confluencia," or confluence in Spanish, uses the metaphor of rivers flowing together to represent the coming together of Brooklyn Center's many cultures.

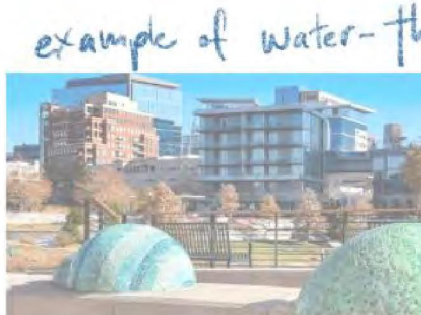
The Council chose "Confluencia" as a representation of the diversity of the Brooklyn Center community, and to celebrate Shingle Creek, which flows next to the Opportunity Site shortly before its confluence with the Mississippi River.

This report presents strategies for integrating the "Confluencia" theme into street names, street furniture, and public art to create a new urban neighborhood that is unique to Brooklyn Center. It also includes perspective views of of the theme applied holistically to the public realm.









Multilingual Street Names

Multilingual Street Names | Site Plan

Starting with the "Confluencia" theme, we developed street names that relate to water and coming together. We then translated the street names into some of the most commonly spoken languages in Brooklyn Center.

The street names for the Opportunity Site align to the use of the street. For example, Bdote, which means confluence in Dakota, is the name for the parkway that will collect traffic from all the streets in this new neighborhood.

Native speakers of the respective languages in Brooklyn Center were consulted, including high schools students at Park Center and Brooklyn Center High School.



Multilingual street names will require additional information for people to fully understand and appreciate them. The design of street signs is tightly regulated, so we propose adding artistic signage to the post to give additional information.

This artistic signage would tell the language of of the street name, its English translation, and its original spelling, as well as pronunciation.



Street Furniture

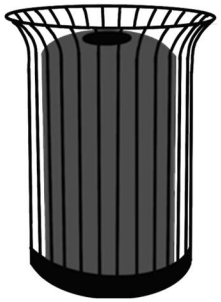
Street Furniture | City Standard

Brooklyn Center currently has a standard set of street furniture pieces. We propose integrating the "Confluencia" theme into the street furniture by modifying some of the existing pieces and adding some custom pieces. This will mitigate some of the increased maintenance costs while adding unique pieces that set the Opportunity Site apart.





Dero bike hitch



DuMor receptacle



DuMor 165-series bench



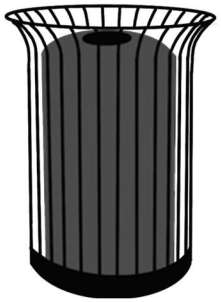
Philips lamp post

Street Furniture | Confluencia

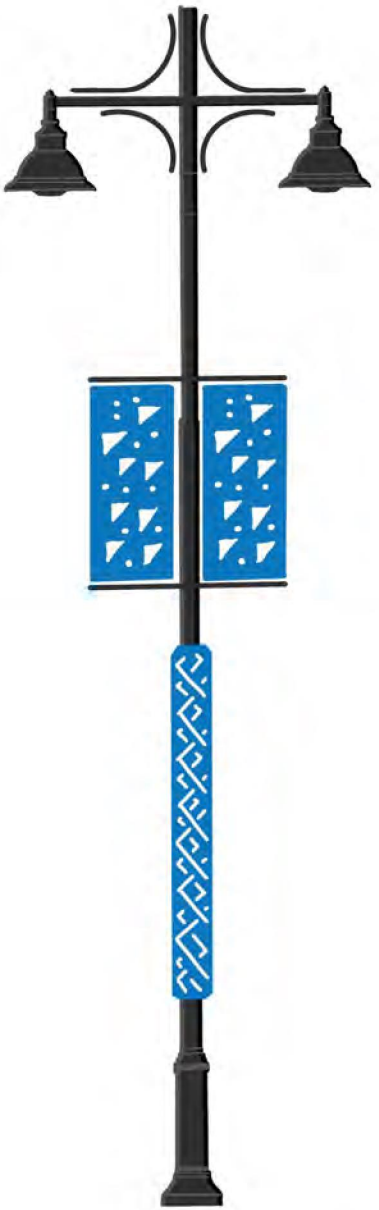
Brooklyn Center currently has a standard set of street furniture pieces. We propose integrating the "Confluencia" theme into the street furniture by modifying some of the existing pieces and adding some custom pieces that celebrate some of the iconic forms while adding new elements that reflect the Opportunity Site.



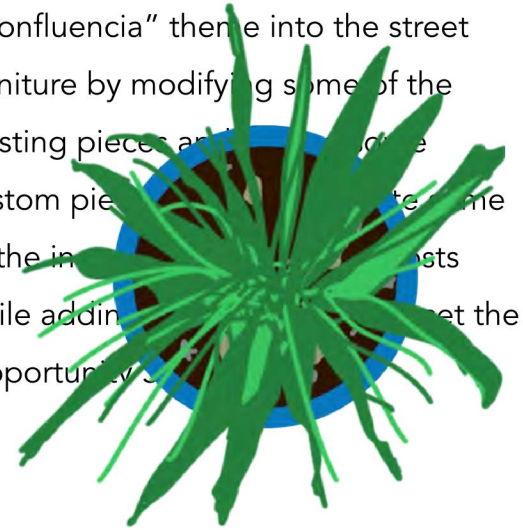
Dero custom bike rack

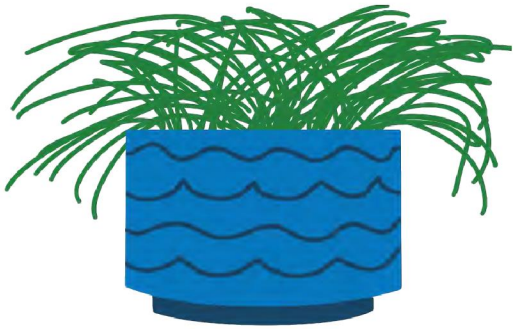


DuMor receptacle



Philips lamp post
(with banners and pole wrap)





Landscape Forms 'Lakeside' Planter



DuMor 165-series bench

Gateway Sculptures

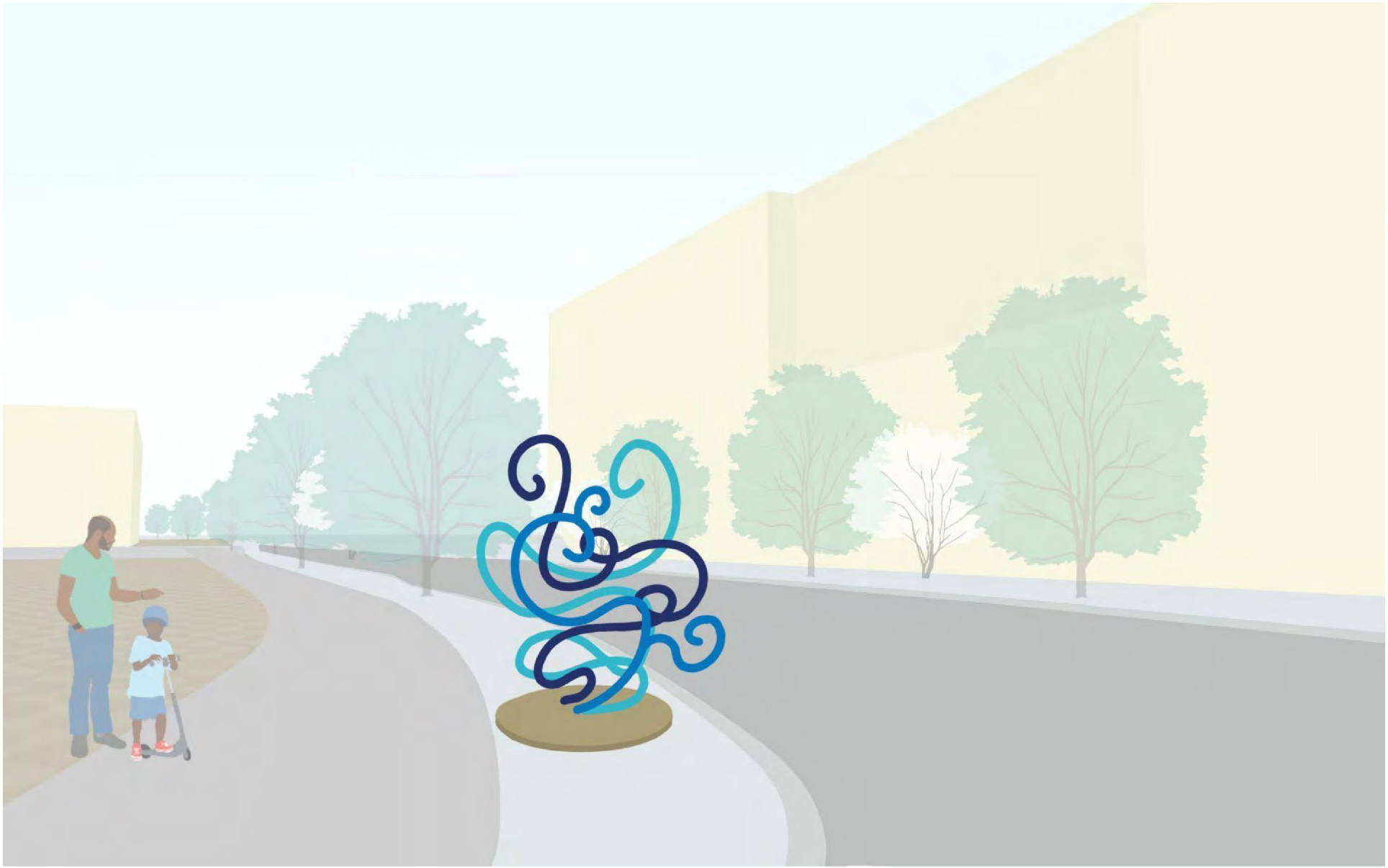
Gateway Sculptures | Design Process

Most residents and visitors to the Opportunity Site will arrive through one of three prominent intersections. We used the "Confluencia" them to design gateway sculptures for these intersections to welcome people and establish the identity for this unique neighborhood.

Youth apprentices in the Enviro studio used sketching and physical models to develop two concepts for the gateway sculptures. The first concept is a stand-alone sculpture placed along the roadway. The second concept is an arch that bridges across the roadway.



Gateway Sculpture | Stand-alone Sculpture



Gateway Sculpture | Archway



“Confluencia” streetscapes

"Confluencia" Streetscapes | Wakpa Boulevard from John Martin Drive



"Confluencia" Streetscapes | Wakpa Boulevard from Shingle Creek



APPENDIX B COMMUNITY BENFEFITS TEMPLATE

Opportunity Site Master Plan

Appendix B – Community Benefits Agreement Template DRAFT

I. Intro

The buildout of the Opportunity Site is intended to be a collaborative endeavor between the City and developers who seek to join the City in improving quality of life for all who call the Brooklyn Center home. To ensure equitable distribution of the benefits of development and to minimize unfavorable consequences to the community, the City of Brooklyn Center requires the use of a Community Benefits Agreement for all new development within the Opportunity Site that includes public subsidy or participation, including but not limited to: land write downs, fee waiver, city sponsored grants, TIF, and tax abatement..

A Community Benefits Agreement (CBA) is a legal contract between the City of Brooklyn Center (via the City's Economic Development Authority) and the development team of a private development project, that lays out how the proposed development will deliver a series of benefits to the broader community. CBAs are legally binding documents signed by both the City and the developer, which both entities can enforce. The City views these documents as the culmination of collaborative negotiations and partnership between the city and development team to realize the goals of the Opportunity Site as outlined in the Opportunity Site Master Plan [*link once ready*].

Towards this end, the City has created this CBA development tool with a template collection of community-identified benefits that City Staff and the development team can appropriately tailor on a project-by-project basis.

II. CBA Development and Approval Process.

The City recognizes that not all listed benefits are practical or necessary for every development project. However, it is the expectation that city staff and the development team partner in good faith to mutually identify a reasonable set of community benefits that can be delivered by the project. A CBA is required for any project that includes public subsidy or public participation. A draft CBA is necessary for any development application sent to the city to be considered "complete".

Creation of a draft CBA will be conducted by city staff on behalf of the City's Planning and Housing Commissions. A joint meeting of the Commissions to review and approve a draft CBA is necessary to include the CBA with the development team's development application. The City Council will then have final review and approval power as part of the standard development review process.

Upon City approval, the CBA will go into effect and be enforced according to the conditions outlined in the CBA.

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CBA Template Tool Overview

I. Select and Customize Benefits

Each CBA should be crafted in a well-balanced manner that leverages the private investment of a development project towards meeting City and community goals, while respecting the position and capacities of any one project.

To these ends, city staff and the development team should consider the following when identifying and negotiating project benefits:

1. **What is the anticipated project use type and programming?**
    a. Consider project land use type(s), anticipated residential units, anticipated commercial intensity and jobs, project footprint and scale, economic impacts, location within the opportunity site, developer background and history,

2. **How does the project intend to meet expressed local goals and policies? How can it be leveraged to more explicitly reflect these goals and policies?**
    a. Consider guidance from the Comprehensive Plan, Opportunity Site Master Plan, the Opportunity Site Public Realm Plan (JXTA).

3. **How does the project meet City/local development and design standards? How can it be leveraged to exceed the standards?**
    a. Consider policies such as the Unified Development Ordinance and the TOD Zoning district.

4. **How does the project intend to reflect community values? How can it be leveraged to more explicitly reflect these values?**
    i. Diversity and Inclusivity
    ii. Affordability
    iii. Health and Wellness
    iv. Fiscal Responsibility
    v. Flexibility
    vi. Community Pride
    vii. Environmental Sustainability
    viii. Local Benefit
    ix. Counteracting Displacement

5. **How feasible are desired benefits? Will the development team be able to deliver identified benefits? Which benefits are "non-negotiable" expectations for this project?**
    a. Consider questions such as:
        i. *Burden*. Is delivery of the benefit overly burdensome?
        ii. *Proportionality*. Is the scale of the project proportional to benefit?
        iii. *Feasibility*. Are selected benefits feasibly produced by the developer?
        iv. *Compatibility/Reality*. Are selected benefits realistic/compatible with similar projects?

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Using the CBA Template Tool

1. Complete the Project Summary section below.
2. Review and select benefits based on project type, context, and other considerations.
3. Customize selected benefits as appropriate.
4. Once confirmed, integrate selected benefits into formal CBA document(s). An example template is provided at this end of this tool.

It is anticipated that the review, selection, and customization of benefits will be an iterative process during the planning and design process of a development project. As such, collaborative completion of this CBA Template should be seen as part of the project planning & design phase of the development project.

Project Summary

Project Name: _____

Project Address: _____

Development Team: _____

_____

Project Program Summary: _____

_____

_____

_____

_____

Public Subsidy or Involvement Summary: _____

_____

_____

_____

_____

_____

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CBA TEMPLATE

This **Project Name** Community Benefits Agreement ("[**Project CBA**]") is made and executed on this [Date], by and between the **City of Brooklyn Center** as defined herein ("**BC**") and [**Developer Name**], as defined herein ("**DEV**") (**COM** and **DEV** each a "**Party**", and collectively the "**Parties**"), for the benefit of the residents of Brooklyn Center, as related to the construction by [**Developer/Contractor**] of a new product/project (the "**Project**") on a portion of the Project Site (as hereinafter defined).

RECITALS

WHEREAS, **DEV**, through its coalition members, has identified a number of significant needs of residents in the vicinity of the Project Site and more broadly residents of Brooklyn Center; and

WHEREAS, the **[Developer/Contractor]** will build the **[Project]** on a portion of the X-acre Opportunity Site located at **[Address]** (the "Project Site"); and

WHEREAS, BC and DEV desire to address some of the significant needs of local residents through this **Project CBA**.

NOW THEREFORE, in consideration of the above premises and mutual covenants and agreements herein set forth, DEV and BC do hereby agree to execute this **Project CBA** as follows:

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I Definitions

1 Affordable housing

2 Deeply affordable housing

3 Area median income (AMI)

II Responsibilities

1 Category 1: Housing and Residential Communities

2 Category 2: Economic Development and Employment Opportunities

3 Category 3: Transportation and Connectivity

4 Category 4: Public Realm, Public Space, and Public Life

5 Category 5: Sustainability, Resilience, and the Natural Environment

III Monitoring, Timelines, and Enforcement

IV BC Support Obligations

V Expenses/Terminations

APPENDIX C EQUITABLE DEVELOPMENT FRAMEWORK

I. Overview of Equity Development Framework

The Brooklyn Center Opportunity Site is 80 acres in the heart of the city, and the future location of a new downtown. Much of the site is publicly owned, meaning that the City of Brooklyn Center is a major stakeholder on new development in this area. The City deeply engaged the public during the Master Plan visioning and planning process, with the aim to establish a development process that delivers substantial public benefits. Through this, the City of Brooklyn Center aims to achieve equity and inclusivity within the Opportunity Site land use, parks and open space, and access and mobility.

Land use and Infrastructure play a foundational role in promoting and ensuring equity. Equitable and inclusive design is community focused, and considers what features stakeholders need to thrive.

The buildout of the Opportunity Site is intended to be a collaborative endeavor between the City and developers who seek to join the City in improving quality of life for all who call the Brooklyn Center home. To ensure equitable distribution of development outcomes and to minimize unfavorable consequences to the community, the City of Brooklyn Center requires the completion of this Equity Development Framework for all new development within the Opportunity Site that includes public subsidy or participation, including but not limited to: land write downs, fee waiver, city sponsored grants, TOF, and tax abatement.

Centering equity and inclusion expectations at the outset of the development process intends to yield better outcomes for everyone involved. This tool therefore provides a community-informed framework towards ensuring new development is an integral piece of progress for those who have historically been excluded from decision-making processes, suffered disparities in health and wealth, and given few to no opportunities.

II. Framework Purpose

This Equity Development Framework is an actionable process of assessing private development projects through the lens of the Opportunity Site Master Plan Principles, and practices of equitable development and environmental justice.

This framework is intended to be used primarily by city staff for evaluating a proposed development project within the Opportunity Site, during the design process. However, it is expected that the Framework is a collaborative and iterative process with prospective developers. It should be expressed to prospective developers that the equity framework will be used to assess development projects.

The Equity Development Framework is to be included for City consideration with development applications in the Opportunity Site.

III. Private Development Expectations

To ensure new development furthers the City and Master Plan vision of the Opportunity Site, all development is expected to adhere to the following expectations:

- **Land Use:** Land use in the Opportunity Site is primarily guided as Transit Oriented Development (TOD). The TOD district supports opportunities for transit-supportive and transit-oriented development, development patterns that supports walking, biking, and vibrant pedestrian activity.

- **Open Spaces:** Open spaces in the Opportunity Site contribute to and integrate with a systems-approach of the public realm, streets, trails, plazas, parks, and pedestrian areas. These spaces must be inclusive, and promote healthy living, gathering, social gathering, and environmental responsibility. New private spaces must connect to the larger system, while creating an "inside out" community that allows for year-round outdoor usage.

- **Access and Connectivity:** Access and Connectivity within the Opportunity Site contributes to a multimodal transportation system, is well connected to the region, and reduces the need to own a car by providing safe, affordable, convenient, and accessible options. Development shall prioritize pedestrians by supporting a safe and comfortable environment to walk and bike.

IV. Opportunity Site Goals for Equity & Inclusion

To ensure new development furthers City and Master Plan goals of equity and inclusion in the Opportunity Site, all development is expected to adhere to the following expectations and values. These values form the basis and organization of the framework.

- **Livability:** Livability is a combination of acknowledging the past and present harms, while working to create a better future for all. The intersection between livability and development can become the bedrock for restorative, regenerative, and healthy outcomes of historically marginalized people; promotes inclusion and belonging; and places intention and focus on the community through history, power and wellness.

- **Community Power and Engagement**: Equitable engagement and power come from practices where those community members most affected, connect with and co-create the planning and design outcomes. Community members should include BIPOC communities along with immigrants, low-wealth people, renters, families, those with disabilities, senior citizens, and other historically marginalized communities.

- **Economic and Land Use**: Equitable economic development must include and prioritize opportunities like local investment, ownership, and access to quality jobs, to drive long-term, community wealth building. Upward mobility and economic justice helps economic resiliency and strength of marginalized communities and businesses through a stronger economy at the local and neighborhood levels.

- **Housing**: Affordable, quality, and stable housing is a fundamental element of just and sustainable housing practices. When people have the housing they need, they can better make important choices regarding food, health and wellbeing, childcare, and education without sacrificing livability or quality of life.

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- **Transportation**: Physical connections to the greater community through a diversity of modal options are important to provide residents options to navigate across the neighborhood. As such, all development should be oriented to all forms of movement, including public transit, walking, bicycling, and micromobility.

- **Environment**: Equitable environmental practices must include protecting and supporting the land, water, and air. Environmental justice and community health must be a priority of new development, with the goal to promote, sustain, and regenerate the health, wellbeing, and thriving of people and places.

V. Using the Framework Card

Step #1: Fill out the Project information page. Then turn to page 5.

Step #2: Customize each Equitable Development Category's categories according to the project, as not all criteria may apply. Tailor this Framework to be relevant to your specific purpose(s) and location within the Opportunity Site. Feel free to take notes in empty spaces and add, change, or put NA (not applicable) that do not apply to the project.

Framework assessment criteria is separated into "Process" and "Outcome" steps.

Step #3: Use the "Glossary" section to clear up any questions of content or definition.

Step #4: Hold conversations with your group around each category , and include notes for comments or recommendations for each applicable category to inform design or project outcome revisions. It is expected that this Framework tool may be completed iteratively, and multiple times prior to a development application submission.

Step #5: Upon final completion of this Framework, City staff will include the completed framework with their formal staff report for a development application. While there is no specific "threshold" of Framework completion, City Planning Commission and Council will consider Framework comments as they consider a development application.

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Project Information Section

Project Name _____

Location of Project _____

Lead or Primary Developer _____

Developer Contact Information _____

Other Key Stakeholders _____

Brief Description of the Project _____

_____

Public Investments (committed and/or anticipated)

_____

_____

Developer/applicant anticipated community benefits

_____

_____

_____

Comments Summary

- Summarize key comments and recommendations from each applicable section used below

Category	Summary of Comments & Recommendations
Livability	
Community Power & Engagement	
Economic & Land Use	
Housing	
Transportation	
Environment	

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EQUITY DEVELOPMENT FRAMEWORK

LIVABILITY	
Process Considerations	**Outcome Considerations**
The project has taken proactive steps with community leaders to understand local histories, and cultural and environmental assets of the area to repair, honor, and integrate these legacies with an anti-displacement lens into the project and development process.	The developer is committed to co-creating a set of mutual agreements at the start of the project and has committed to accountability measures and long-term neighborhood relationship building beyond the design and construction of the project to address any negative outcomes and embrace community ideas.
Applicable (circle one): Y N N/A **Comments & Recommendations**	**Applicable (circle one):** Y N N/A **Comments & Recommendations**
Building from history gained from community and research, the developer has worked with community leaders and government agencies to understand the current demographics, languages, natural and human assets, and other key features of the project area to ensure development enhances the valued attributes of the area and aligns with the vision of historically and systemically marginalized people most impacted by the project.	The project design integrates physical or programmatic elements that enhance networks of community care and encourage social interaction and belonging by creating or restoring spaces for residents to connect, heal and build power with each other.
Applicable (circle one): Y N N/A **Comments & Recommendations**	**Applicable (circle one):** Y N N/A **Comments & Recommendations**
The project design seeks to establish or enhance welcoming and inclusive community access to green spaces and public gathering areas to enhance the physical, emotional, and spiritual wellbeing of current residents.	The project considers opportunities for community ownership of material and natural assets, including housing and retail units.
Applicable (circle one): Y N N/A **Comments & Recommendations**	**Applicable (circle one):** Y N N/A **Comments & Recommendations**

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Community Power and Engagement	
Process Considerations	**Outcome Considerations**
The developer involves local historically and systemically marginalized community members during the ideation phase of and throughout the planning and implementation processes to establish and ensure priorities and criteria guide the project.	Project design promotes social connectedness for a stronger community- social connections, education, health, arts, culture, and safety.
Applicable (circle one): Y N N/A **Comments & Recommendations**	**Applicable (circle one):** Y N N/A **Comments & Recommendations**
The developer is working with the community to identify potential negative impacts and the planning process and project is actively oriented to avoid or mitigate those potential harms before the project is finalized or construction begins.	Development connects to, highlights, and respects community characteristics, local history, points of interest, and key features.
Applicable (circle one): Y N N/A **Comments & Recommendations**	**Applicable (circle one):** Y N N/A **Comments & Recommendations**
Project information, materials, and meetings are communicated and available in real time in multiple formats, presentation styles, and languages that are representative of the impacted community.	
Applicable (circle one): Y N N/A **Comments & Recommendations**	

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Economic and Land Use	
Process Considerations	**Outcome Considerations**
Local community is given preference when hiring consultants, contractors, and developers for project.	New capital or investment opportunities are created to promote small business development, arts/cultural-based businesses, and entrepreneurial opportunities, especially BIPOC-, immigrant-, or women-owned businesses. Lease agreements give priority to neighborhood business opportunities.
Applicable (circle one): Y N N/A **Comments & Recommendations**	**Applicable (circle one):** Y N N/A **Comments & Recommendations**
The project will ensure that there is a community-supported plan to maintain neighborhood affordability and avoid cultural and physical displacement.	Design contributes to distinct identities of local cultural heritage through the presence, preservation, or addition of architectural assets, utilizing principles of Universal Design where able and appropriate.
Applicable (circle one): Y N N/A **Comments & Recommendations**	**Applicable (circle one):** Y N N/A **Comments & Recommendations**
The project involves or supports a diverse range of businesses and enterprises owned by people of color to sustain a strong economic base and provide job opportunities for the community. Economic impacts are data-driven, and show anticipated positive economic outcomes driven catalyzed by the project.	Project uses local workforce/education programs to connect residents to long term employment within the project and any business, organization, or property management company occupying the final development.
Applicable (circle one): Y N N/A **Comments & Recommendations**	**Applicable (circle one):** Y N N/A **Comments & Recommendations**

Housing	
Process Considerations	**Outcome Considerations**
The project positively reflects local housing needs as outlined in the Opportunity Site Housing Policy.	Project increases the number of affordable units to people at 30% - 50% of Area Median Income.
Applicable (circle one): Y N N/A **Comments & Recommendations**	**Applicable (circle one):** Y N N/A **Comments & Recommendations**
Developer commits to make units attainable via reasonable screening criteria and security deposits, and does not discriminate based on a resident's source of income.	Project supports a range of household types or life stages that are dignified, safe, and designed with durable materials. All new or renovated housing is built or retrofitted with energy efficiency to reduce utility bills for the residents, and is free from environmental hazards.
Applicable (circle one): Y N N/A **Comments & Recommendations**	**Applicable (circle one):** Y N N/A **Comments & Recommendations**
Developer commits to respectful and relational management practices that create safety from landlord harassment, including advance notice and right to cure for any resident facing eviction, and a stated just cause for the non renewal of any lease.	Housing is located near amenities (health and social services, transportation, education, and quality job opportunities) that promote walkability, livability, and community.
Applicable (circle one): Y N N/A **Comments & Recommendations**	**Applicable (circle one):** Y N N/A **Comments & Recommendations**

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Transportation	
Process Considerations	**Outcome Considerations**
Development minimizes car-oriented design by providing and increasing safe, attractive, and convenient access for pedestrian, bicycle, transit, and car sharing systems.	Presence of GPS, other wayfinding systems, and mapping information for pedestrians, bicyclists, and transit users is provided. Transit information must be available in the predominant languages used in Brooklyn Center, with multi-language signage.
Applicable (circle one): Y N N/A **Comments & Recommendations**	**Applicable (circle one):** Y N N/A **Comments & Recommendations**
Surface parking is limited, and all parking facilities accommodate bicycle daily use and secure storage and do not limit access of pedestrians.	The project supports public realm and streetscape quality by including features such as as shade trees, trash cans, places to sit, and pedestrian-scale lighting.
Applicable (circle one): Y N N/A **Comments & Recommendations**	**Applicable (circle one):** Y N N/A **Comments & Recommendations**
When located adjacent transit stops, clear and safe connections to transit is provided.	Building frontage design contributes to a safe, accessible and welcoming neighborhood streetscape by adding green spaces and public art, including public art created by local community artists.
Applicable (circle one): Y N N/A **Comments & Recommendations**	**Applicable (circle one):** Y N N/A **Comments & Recommendations**

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Environment	
Process Considerations	**Outcome Considerations**
Developer demonstrates an understanding of environmental justice and knows the local historical impact of environmental racism and takes direction from historically and systemically marginalized people to ensure a new legacy of environmental sustainability, economic prosperity and social vitality.	Both new development and repairs and improvements of existing structures use environmentally responsible, resource- and energy-efficient materials that support the health of the environment, local economy and the project's occupants and users. In addition to using environmentally-friendly and energy-efficient materials, both new buildings and buildings identified for renovation meets or exceeds Minnesota's Sustainable Building 2030 Standards to measure and track energy and water consumption.
Applicable (circle one): Y N N/A **Comments & Recommendations**	**Applicable (circle one):** Y N N/A **Comments & Recommendations**
Development promotes or maintains access to public green space with clear and safe physical and/or visual connections.	Development not only remediates past pollution and meets environmental standards on clean air, water and soil, but actively restores and improves environmental systems and habitats in the project area. The project landscaping uses native plants and grasses, while removing and/or discouraging invasive plant species, utilizing integrated, visible stormwater BMPs where possible.
Applicable (circle one): Y N N/A **Comments & Recommendations**	**Applicable (circle one):** Y N N/A **Comments & Recommendations**
Development is aligned with state, regional, and local climate resiliency goals and takes measures to reduce adverse climate impacts. The project creates opportunities for green industry to thrive in Brooklyn Center.	Building and public space design reflects distinct identities of local cultural heritage through the presence, preservation, or addition of architectural assets.
Applicable (circle one): Y N N/A **Comments & Recommendations**	**Applicable (circle one):** Y N N/A **Comments & Recommendations**

VI. Glossary and Resources

- links to city resources and dev app forms
- Opp site links

Terms

- Affordable
  - Affordable housing is defined as when a household spends 30% or less of its monthly income on housing costs.
- Area Median Income (AMI)
  - The median income for a specific area, which means that half of the people there earn above that, and half earn below. Income categories included: Extremely low income = 30% AMI; Very-low income = 50% AMI; Low-income = 60% AMI; and moderate income = 80% AMI
- Accessibility
  - In Minnesota, at least 5% of rental units that are Type A must be accessible per ANSI A117.1 Section 1003 of the 2020 Minnesota Accessibility Code.
- Community Members
  - Includes community-based organizations, neighborhoods, and cultural groups.
- Community Engagement
  - Community engagement involves residents or stakeholders, especially those who are excluded and isolated, in collective action to create a healthy community. Impacts of effective community engagement may include community healing, reclaiming a healthy identity, reconnecting with culture and spirituality, building relationships, and embracing individual and collective power.
- Community Wealth Building
  - Community wealth building aims at improving the ability of communities and individuals to increase asset ownership, anchor jobs locally, expand the provision of public services, and ensure local economic stability.
- Community Power
  - True decision-making power is given to communities that live, work, or have cultural connections to the land in the areas that will be impacted by the project.
- Cultural Heritage
  - An expression of the ways of living developed by a community and passed on from generation to generation, including customs, practices, places, objects, artistic expressions and values. Cultural Heritage is often expressed as either Intangible or Tangible Cultural Heritage.
- Displacement
  - Developers, banks, and government start to re-invest in disinvested neighborhoods, new and different businesses open, and higher income households move in. Current lower income residents can no longer afford housing and/or lose businesses and cultural resources that were important to the character and social networks of their communities.
- Economic Justice

DRAFT

- Encompasses the moral principles which guide us in designing our economic institutions. To free each person to engage creatively in the unlimited work beyond economics, that of the mind and the spirit.

- Environmental Impact
  - Possible adverse effects caused by a development, industrial, or infrastructural project or by the release of a substance in the environment.
- Environmental Justice
  - Environmental justice is the fair treatment and meaningful involvement of all people, regardless of race, color, national origin, or income, with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies.
- Equity
  - Just and fair inclusion where all can participate and prosper.
- Equitable Development
  - Happens when low-income communities and communities of color participate in and benefit from investments that shape their neighborhoods and regions, creating healthy, vibrant communities of opportunity.
- Green Industry
  - Green industry does not harm the environment and provides products or services related to renewable energy, increased energy efficiency, clean transportation and fuels, agriculture and natural (water) resource conservation, and pollution prevention or environmental cleanup.
- BIPOC
  - Black, Indigenous, and people of color.
- Living Wage
  - The amount of income needed to provide a decent standard of living. It should pay for the cost of living in any location.
- Livability
  - The sum of the factors that add up to an individual, family, and/or community's quality of life - including the built and natural environments; economic prosperity; social stability; equity and capital; educational opportunity; and cultural, entertainment and recreation possibilities.
- Public Sector
  - Government-controlled organizations, infrastructure, services, and efforts.
- Private Sector
  - Organizations, services, and efforts owned, controlled, or managed by private individuals or enterprises.
- Restorative
  - Restorative development explicitly acknowledges and seeks to repair the harms of structural racism through projects that proactively redirect power and benefits to historically and systemically marginalized communities to heal on their own terms and define their own futures.
- Regenerative

DRAFT

- Regenerative development intentionally seeds processes and practices that create health, wealth and community power in ways that are renewed, cultivated and sustained over time.

- Transit-Oriented Development (TOD)
  - Transit-oriented development creates compact, mixed-use communities near transit where people enjoy easy access to jobs and services.
- Universal Design
  - Universal design is the design of products and environments to be usable by all people, to the greatest extent possible, without the need for adaptation or specialized design.
- Upward Mobility
  - The capacity or facility for rising to a higher social or economic position.

DRAFT

Member Graves introduced the following resolution and moved its adoption:

RESOLUTION NO. 2021- 90

RESOLUTION ADOPTING AN OPPORTUNITY SITE INFRASTRUCTURE FRAMEWORK TO GUIDE THE OPPORTUNITY SITE MASTER PLAN

WHEREAS, the Opportunity Site Master Plan (Master Plan) will be a multi-phased planning document initiated in 2019, to vision the future redevelopment of the area known as the Opportunity Site in Brooklyn Center, and will include a technical assessment of the physical elements of the site, community engagement, feasibility analysis and implementation plan, and;

WHEREAS, a master plan is a big picture, values-driven plan crafted to guide future development of a specific area. Master plans are not intended to provide specific details on specific development projects, and often consist of two primary components:

1. An *infrastructure framework* that comprises the physical layout of the area with land use, roads, parks, trails, stormwater, utilities, and related elements, and;

2. An *implementation framework* that identifies how the physical elements will be delivered and what they are intended to achieve. This component may include development goals, community benefits, financial feasibility, zoning regulations, and short and longer-term action steps.

WHEREAS, the Opportunity Site Infrastructure Framework ("Infrastructure Framework") is a foundational component to the Opportunity Site Master Plan process, as it outlines guidance regarding land use, road network, public space network, and stormwater system, and;

WHEREAS, the Infrastructure Framework is critical for preserving and progressing the Opportunity Site Master Plan process because:

- The absence of cohesive site-wide policy guidance severely limits the City from aligning private property reuse or redevelopment in the Opportunity Site with city and community goals through the development review process;

- The Infrastructure Framework ensures consistency of site-wide infrastructure planning – particularly land use, roadway, public space, and stormwater systems – which will result in opportunities for more connective, efficient, sustainable, and cost-effective systems;

- It leverages and supports momentum from Three Rivers Park District, which has committed to a 4 acre "mini-regional park" within the Opportunity Site, and has amended their parks and trails master plan to include the project. Three Rivers Park District has also incorporated the park in their 2024 Capital Improvement Plan (CIP). Engagement for the park is scheduled to begin in 2021;

- City guidance on site-wide land and infrastructure use will aid city staff in their ongoing conversations with MnDOT over the future use and ownership of MnDOT held right-of-way (ROW) at John Martin Drive;

- The Infrastructure Framework supports implementation of the City of Brooklyn Center's 2040 Comprehensive Plan, upon which the master plan is based;

- It will provide a context in which to focus and continue community engagement efforts around the future of the Opportunity Site.

WHEREAS, the Infrastructure Framework is based on input from community engagement focused on community priorities for the site, as well as the physical and geographic realities of the area, and;

WHEREAS, the Infrastructure Framework is not a final layout of the physical infrastructure elements, but rather a guide to inform the continued community engagement efforts, as well as the study, design and engineering of the physical infrastructure elements, and;

WHEREAS, the City of Brooklyn Center expects continued community engagement, which will inform elements of the Opportunity Site Infrastructure Framework and help refine technical details of the site infrastructure, and;

WHEREAS, the City of Brooklyn Center affirms and commits to continued public engagement around the future Opportunity Site Master Plan, which will help refine and guide development goals, community benefits, financial feasibility, zoning regulations, and short and longer-term action steps.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Brooklyn Center as follows:

1. The Opportunity Site Master Plan Infrastructure Framework shall be used as the guiding yet flexible framework in which to progress planning efforts of the Opportunity Site.

2. The City and its partners shall continue engagement and refinement of all elements of the Opportunity Site Master Plan.

July 12, 2021
Date

Mayor

ATTEST: _____
City Clerk

The motion for the adoption of the foregoing resolution was duly seconded by member
Ryan
and upon vote being taken thereon, the following voted in favor thereof:
Butler, Graves, Lawrence-Anderson, Ryan
and the following voted against the same: None
whereupon said resolution was declared duly passed and adopted.

Council Regular Meeting

DATE: 10/28/2024

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: Jesse Anderson, Community Development Director
BY: Xiong Thao, Housing and Community Standards Manager

SUBJECT: Appeals for Proposed Special Assessments for Administrative Fines/Citation Costs

Requested Council Action:

- Motion to approve a Resolution Certifying Special Assessments for Administrative Fines/Citations cost to the Hennepin County Tax Roll

Background:

At the City Council meeting on October 14, 2024, three property owners appealed the Administrative Fines/Citation Costs during the Special Assessment Hearing. The City Council requested that staff provide additional information on these properties for the October 28, 2024, meeting.

The properties in question are:

- 7184 Unity Ave N
- 5811 Shores Drive
- 6718 Quail Ave N

Attached are the summaries for each property.

Staff recommends that the Administrative Fines/Citation Costs be upheld, with the only reduction being a $100 adjustment for 5811 Shores Drive.

Budget Issues:

The fees for these special assessments help recover some of the City costs associated with providing a service specific to a property. Administrative fines occur where voluntary compliance is not achieved and additional staff time is required to gain compliance.

Inclusive Community Engagement:

Antiracist/Equity Policy Effect:

Strategic Priorities and Values:

Maintain and enhance public places

ATTACHMENTS:

Description	Upload Date	Type
Resolution	10/18/2024	Resolution Letter
Case Summary	10/18/2024	Backup Material
Presentation	10/18/2024	Resolution Letter

Member introduced the following resolution and moved its adoption:

RESOLUTION NO. _____

RESOLUTION CERTIFYING SPECIAL ASSESSMENTS FOR ADMINISTRATIVE FINES/CITATION COSTS TO THE HENNEPIN COUNTY TAX ROLLS

WHEREAS, the City of Brooklyn Center has caused Administrative Fines/Citation costs for certain properties within the City from September 16, 2023 thru September 17, 2024 under the authority of City Ordinance Section 18-204 and Minnesota Statutes, Section 429; and

WHEREAS, on October 14, 2024, City Council had a public hearing for unpaid Administrative Fines/Citations, approved the special assessment, and heard three appeals; and

WHEREAS, City Ordinance Section 18-210 and Minnesota State Statute authorizes the certification of certain delinquent Administrative Fines/Citation accounts to the County tax rolls for collection; and

WHEREAS, pursuant to proper notice duly given as required by law, the Council has met and heard and passed upon all objections to the proposed assessment for Administrative Fines/Citation costs.

WHEREAS, staff reviewed the history of the three properties that appealed on October 28, 2024,

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Brooklyn Center, Minnesota that:

1. The amount of $700.00 will be imposed to 7184 Unity Ave N to the County tax rolls.

2. The amount of $100.00 will be imposed to 5811 Shores Dr to the County tax rolls.

3. The amount of $5,000.00 will be imposed to 6718 Quail Ave N to the County tax rolls.

RESOLUTION NO. _____

October 28, 2024 _____ _____
Date Mayor

ATTEST: _____
City Clerk

The motion for the adoption of the foregoing resolution was duly seconded by member

and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:
whereon said resolution was declared duly passed and adopted.

Property Number 1

Address: 7148 Unity Ave N	**Owner: Nadia Korti**
Appellant's Statement: Appellant spoke and stated that she did have the vehicle title and was out of the country and did not know she was receiving citation until she returned.	

Findings: During a proactive property code enforcement inspection on July 17, 2024, staff found an inoperable vehicle in the driveway of the property. Staff posted the compliance notice on the door and mailed a copy of the notice.

A follow up inspection was completed on July 23, 2024 and the property remained in violation of city code. A second compliance notice was posted to the door and mailed. .

A follow up inspection was completed on July 31, 2024 and the property remained in violation of city code. An Administrative Citation of $100 was issued for the inoperable vehicle in the driveway. The citation was mailed to the property owner at the site and a copy addressed to resident.

A follow up inspection was completed on August 12, 2024 and the property remained in violation of city code. An Administrative Citation of $200 was issued for the inoperable vehicle in the driveway. A copy of the citation was posted on the door and mailed to the property owner at the property and a copy addressed to resident was also mailed to the property.

A follow up inspection was completed on August 22, 2024 and the property remained in violation of city code. Staff spoke with an adult daughter and was informed of the inoperable vehicle violation. The daughter stated she will inform her mother of the code violation.

A follow up inspection was completed on August 28, 2024 and the property remained in violation of city code. An Administrative Citation of $400 was issued for the inoperable vehicle in the driveway. The citation was mailed to the property owner.

A follow up inspection was completed on Septemer 9, 2024 and notice that the front and rear license plates were removed. A complilance notice was posted on the front door and vehicle, and a copy was mailed.

A follow up inspection was completed on September 19, 2024 and the property was in compliance with city code.

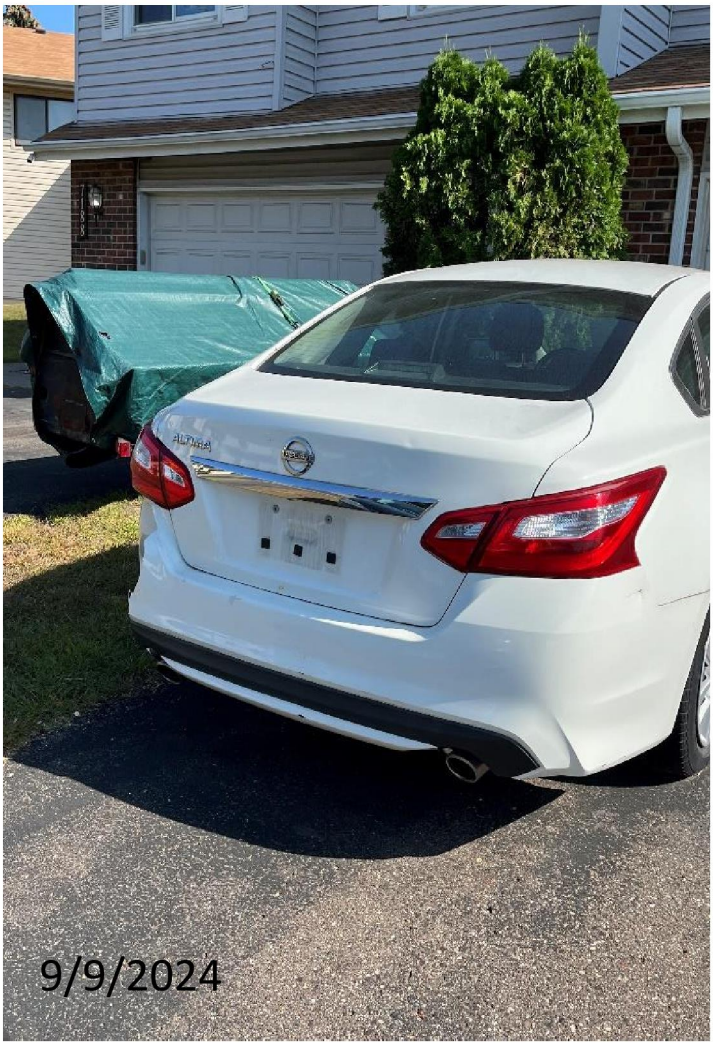
Recommendation: Administrative Citations for the inoperable vehicle was issued after notices were mailed and posted on the property. The Administrative Citations

were issued according to the city policies for an inoperable vehicle and they were not appealed by the property owner.
Staff is recommending that amount of $700.00 be imposed.
The total amount to be specially assessed is $700.00 plus the Certification fee of $40 to the property tax rolls.






9/9/2024


9/9/2024

Property Number 2

Address: 5811 Shores Dr	**Owner: Marissa Wilson**
Appellant's Statement: Appellant sent an email stating she does not have the funds to repair the siding because she had to replace her HVAC unit.	

Findings:

The City received a complaints about other properties in the townhome association and while following up on those complaints, staff found Ms. Wilson's property in violation of city code for peeling paint and rotting siding.

An inspection of the property was compelted on May 21, 2024 and the property was found in violation of city code for peeling paint and rotting siding. A compliance notice was sent.

A follow up inspection was completed on June 24, 2024 and the property was still in violation. Staff spoke with the property owner and she was informed of the code violation. Ms. Wilson asked for an extension citing that she was having financial hardships due to other home repairs, specifically having to replace a HVAC unit. An extension was granted to do the repairs and she was informed a follow up inspection will be completed at the end of August 2024. A compliance notice was sent with a new follow up date.

On September 3, 2024 a follow up inspection was completed and the property remained in violation. An Administrative Citation for $100 was issued for the peeling paint on the siding and $100 for the rotting siding.

On October 1, 2024 a follow up inspection was completed and the property remained in violation. An Administrative Citation for $200 was issued for the peeling paint on the siding and $200 for the rotting siding. This citations was after the cut off for this round of assessments. Staff can work with the property owner on the future assement pending successful completion of the repairs.

On October 4, 2024 staff received a voicemail regarding the special assessment notice. A return voicemail was left explained the appeal process.

On October 14, 2024 staff spoke with Ms. Wilson and she stated she was having difficulty paying for the repairs because she had to replace her HVAC unit. She also stated she had not received any bids for the repair work and will work on obtaining the bids. Staff informed her that she needed to submit something in writing if she wished to appeal the citations.

Staff verified that a mechanical permit was not submitted for the HVAC unit replacement. The last permit received for a HVAC unit was in 2005.

Recommendation: After several inspections and in an attempt to work with Ms. Wilson on compliance with city ordinance, the property remained in violation. Legal notification requirements were followed in issuing notices and Administrative Citations. The Administrative Citations were issued according to the city policies and they were not appealed by the property owner.

Staff is recommending that the amount of $100.00 be imposed. This would reduce the amount by $100 due to the violations be similar. The amount to be impose is $100.00 plus the Certification fees of $40 be specially assessed to the property tax rolls.






10/1/2024


10/1/2024

Property Number 3

Address: 6718 Quail Ave N	**Owner: Ikran A Hassan**

Appellant's Statement: Appellant spoke and stated that she did not receive paper or email notices to renew her rental license. Ms. Hassan stated she was informed that she will receive a longer license. She was not aware that there was a special assessment to her property taxes in 2023 until there was an increase in her mortgage. Ms. Hassan also stated she was taking care of her mom and did not get the information on renewing the license. She stated she is no longer renting the property and has moved back into the property.

Findings:

Ms. Hassan applied for and was issued a Type IV – 6 month rental license on January 9, 2023. The rental license had an expiration date of February 28, 2023. After receiving the rental license, a rental license renewal email was sent on January 29, 2023. Rental license renewal reminders/emails are sent out at 120, 90, 60, and 30 days prior to the current license expiration date. The email address that is in the rental application is used for this communication.

On March 1, 2023 a rental license renewal was sent via email and USPS to Ms. Hassan.

On March 23, 2023 a rental license renewal was sent via email and USPS to Ms. Hassan.

On April 18, 2023 a rental license renewal was sent via email and USPS to Ms. Hassan. The property was posted as an unlicensed rental property.

On May 4, 2023 a rental license renewal was sent via email and USPS to Ms. Hassan. An Administrative Citation for $300 was issued for renting without a license.

On June 6, 2023 a rental license renewal was sent via email and USPS to MS. Hassan. An Administrative Citation for $600 was issued for renting without a license.

On June 29, 2023 staff spoke with Ms. Hassan and she was informed of the Type IV – 6 month rental license and that the rental license has expired. She was informed that she needed to renew the expired rental license. The Type IV – 6 month rental license requirements were explained to her. She stated to staff that the emails were going to the junk folder and she will stop in and renew the license.

On July 13, 2023 a Administrative Citation for $1200 was issued for renting without a license. Staff conducted an occupancy check and the tenant was home. The tenant confirmed the owner's contact information and that they are renting the property. The property was reposted as an unlicensed rental property.

On August 11, 2023 a $2000 Administrative Citation was issued for renting without a license. The citations was mailed to the applicant address and a copy was mailed to the property. If the ownership address does not match the applicant address a notice is also mailed to that address. The citation was also emailed to the email on the rental application.

On October 19, 2023 a $2000 Administrative Citation was issued for renting without a license. The citations was mailed to the applicant address and a copy was mailed to the property. If the ownership address does not match the applicant address a notice is also mailed to that address. The citation was also emailed to the email on the rental application.

On November 27, 2023 a a $2000 Administrative Citation was issued for renting without a license. The citations was mailed to the applicant address and a copy was mailed to the property. If the ownership address does not match the applicant address a notice is also mailed to that address. The citation was also emailed to the email on the rental application.

On January 16, 2024 a rental license renewal was sent via email. The rental license renewal was applied for and paid. A rental license inspection notice was mailed.

On February 6, 2024 staff spoke with Ms. Hassan and she stated she had spoken with an attorney and filed an eviction for past due rent.

On February 26, 2024 the initial rental license inspection was completed and staff found 20 property code violations. The property did not pass inspection. A compliance notice was mailed.

On April 1, 2024 a follow up inspection was conduction and did not pass. The tenant was present for the inspection. A complancen notice was mailed. A $1000 Administrative Citation was issued for renting without a license.

On April 9, 2024 Ms. Hassan came to city hall stating she had just received the compliance notice and requested to reschedule the rental license inspection. The rental license inspection was rescheduled to May 9, 2024.

On May 9, 2024 A follow up inspection was completed and passed. Ms. Hassan was present for the inspection.

On May 22, 2024 staff sent an email informing Ms. Hassan that she has an outstanding utility bill and a rental license will not be issued until she is current on the utility bill.

On May 26, 2024 staff sent and email informing Ms. Hassan that she has an outstanding utility bill and a rental license will not be issued until she is current on the utility bill.

On June 12, 2024 staff verified with MDH that the property is a licensed assisted living facility. The rental license status was change to inactive because the property is listed as a licensed assisted living facility. An email was sent to Ms. Hassan informing her of the inactive rental license status due to the legislative change.

On September 9, 2024 Ms. Hassan came to city hall inquiring about a special assessment invoice. Staff explained to Ms. Hassan how the citaitons were accrued and her opportunity to appeal to an administrative hearing officer has passed. Staff explained that she can appeal during the special assessment hearing before it rolls to her property taxes.

On October 15, 2024 staff verified with MDH that the property is still a licensed assisted living facility. A rental license is not required.

Recommendation: After several notices to renew the rental license, the property remained in violation. Legal notification requirements were followed in issuing notices and Administrative Citations. The Administrative Citations were issued according to the city policies and they were not appealed by the property owner.

Staff is recommending that the amount of $5,000.00 be imposed. The amount to be impose is $5,000.00 plus the Certification fees of $40 be specially assessed to the property tax rolls.

Special Assessments for Administrative Citations/Penalties Appeals

City Council Meeting, October 28, 2024

Jesse Anderson, Community Development Director

Background

- Public hearing was conducted on October 14, 2024
- Three properties appealed
  - 7148 Unity Ave N
    - Administrative Citations for Property Nuisance Code Violations
  - 5811 Shores Dr
    - Administrative Citations for Property Nuisance Code Violations
  - 6718 Quail Ave N
    - Administrative Citations for renting without a rental license
- Property information to be brought back to Council on October 28, 2024 Council Meeting

7184 Unity Ave N - Appeal

- Appellant spoke and stated that she was out of the country and did not know she was receiving citations until she returned.

7184 Unity Ave N - Summary

- Staff found the property during proactive code enforcement sweep of the city.
- The inoperable vehicle was visible from the street.
- Staff conducted a total of 8 inspections over a 2 month span.
- A total of 3 Administrative citations were issued totaling $700.00. All citations were for unlicensed/inoperable vehicle: expired tabs on a white Nissan Altima, license plate AKW-345

7184 Unity Ave N – History Detail

- On 7/17/2024 staff found an inoperable vehicle during a proactive code enforcement inspection. Staff posted the **compliance notice** on the door. A compliance notice was sent.
- On 7/23/2024 a follow up inspection was completed and the property was still in violation. A **second compliance notice** was posted on the door. A compliance notice was sent.
- On 7/31/2024 a follow up inspection was completed and the property was still in violation. **A $100 Administrative Citation** was issued.
- On 8/12/2024 a follow up inspection was completed and the property was still in violation. **A $200 Administrative Citation was issued**. A copy of the citation was posted to the front door.

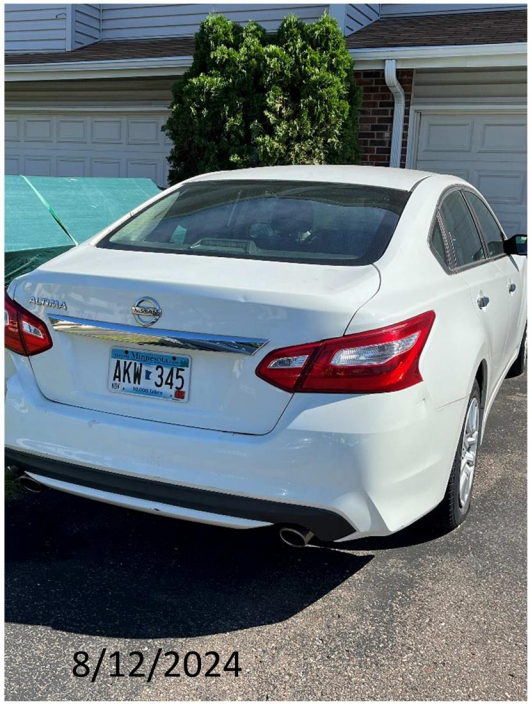
7184 Unity Ave N – History Detail

- On 8/22/2024 a follow up inspection was completed and the property was still in violation a **verbal warning was given**. Staff spoke with an adult daughter and was informed of the inoperable vehicle violation. The daughter stated she will inform her mother of the violation.
- On 8/28/2024 a follow up inspection was completed and the property was still in violation. **A $400 Administrative Citation was issued.**
- On 9/9/2024 a follow up inspection was completed and staff found the front and back license plates removed. A compliance notice was posted on the vehicle.
- On 9/19/2024 a follow up inspection was completed and **the vehicle was removed**.

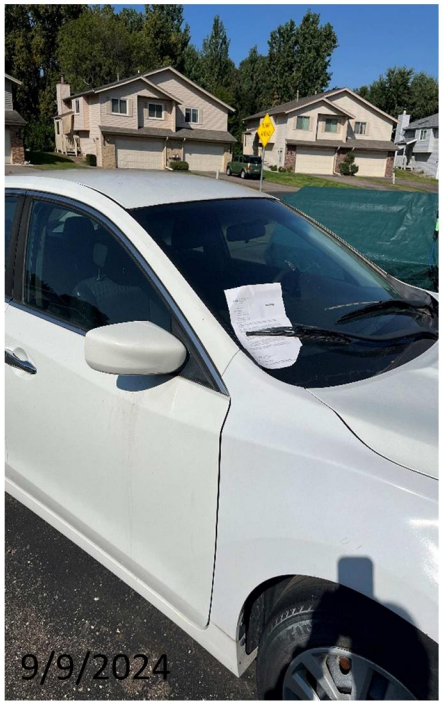
7184 Unity Ave N – Photos

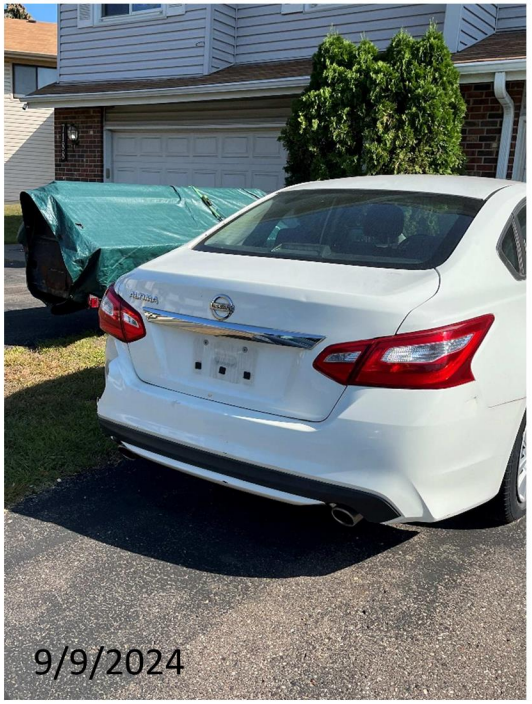


7/31/2024



8/12/2024


9/9/2024


9/9/2024

5811 Shores Dr - Appeal

- Appellant sent an email stating that she does not have the funds to repair the siding because she had to replace her HVAC unit.

5811 Shores Dr - Summary

- City received a complaint about the property conditions of a few townhomes in the association.
- Staff completed an inspection and cited the property in violation of city code.
- After a couple notices and extension, staff issued Administrative Citations for failure to comply with city ordinance.
- The city did not receive a mechanical permit for an HVAC unit replacement.
- A total of 2 Administrative citations were issued totaling $200.00.

5811 Shores Dr – Summary details

- An inspection was conducted on 5/21/2024 and a **compliance notice was sent**.
- A follow up inspection was conducted on 6/24/2024 and the property was still in violation and a **verbal warning was given**. Staff called and spoke with the property owner. Ms. Wilson was informed of the code violation and she asked for an extension due to the hardship of other home repairs. Staff granted and extension till the end of August 2024.

5811 Shores Dr – Summary details

- A follow up inspection was conducted on 9/3/2024 and a **$100 Administrative** Citation was issued for exterior siding with peeling paint and a **$100 Administrative Citation** was issued for rotting siding on the rear divider wall.
- A follow up inspection was conducted on 10/1/2024 and the property was still in violation. **$200 Administrative Citation** was issued for exterior siding with peeling paint and a **$200 Administrative Citation** was issued for rotting siding on the rear divider wall. (These Administrative Citations are not on the 2024 special assessment fee schedule.)
- On 10/4 staff received a voicemail regarding the special assessment notice. Staff returned the call and left a voicemail on how to appeal the special assessment.

5811 Shores Dr – Summary details

- Staff spoke with Ms. Wilson on 10/14/2024 and she stated that she has not completed the work because she had to replace her AC unit. She informed staff that she has not received a bid for the cost of the work. Staff informed her of the appeal process for the special assessment hearing.
- Staff verified that a mechanical permit was not receive for an HVAC unit replacement. The last permit for HVAC replacement was in 2005.

5811 Shores Dr – Photos









6718 Quail Ave N- Appeal

- Appellant spoke and stated that she did not receive paper or email notices to renew her rental license. Ms. Hassan stated she was taking care of her mom and did not get the information on renewing the license. She stated she is no longer renting the property and has moved back into the property.

6718 Quail Ave N- Summary

- Ms. Hassan applied for a rental license and was issued a Type IV – 6 month license with an expiration date of 2/28/2023.
- After several notices a rental license renewal was not submitted.
- Staff verified that the property was still occupied as a rental property and Administrative Citations were issued.
- 3 Administrative Citations were issued totaling $5,000 for this years assessments.

6718 Quail Ave N- Summary details

- A Type IV – 6 month rental license was issued on 1/9/2023 with an expiration date of 2/28/2023.
- An email reminder was sent to renew the license on 1/29/2023. Renewal reminders are sent at **120, 90, 60, and 30 days before the license expires**.
- A rental license **renewal letter and email** was sent on 3/1/2023.
- A reminder rental license **renewal letter and email** was sent on 3/23/2023.
- A reminder rental license **renewal letter and email** was sent on 4/18/2023. The property was posted as an unlicensed rental property.
- A reminder **rental license renewal letter and email** was sent on 5/4/2023. A **$300 Administrative Citation** was issued for renting without a license.

6718 Quail Ave N- Summary details

- A reminder rental license renewal letter and email was sent on 6/6/2023. A **$600 Administrative Citation** was issued for renting without a license.
- **Staff spoke with the owner** on 6/29/2023 and explained the Type IV- 6 month rental license and that the rental license is expired. She was informed that she needed to renew the license. Staff explained the Type IV license requirements and an email was sent to submit the plan. She stated that the emails were going to her junk folder and she will stop in and renew the license.
- On 7/13/2023 a **$1200 Administrative Citation** was issued for renting without a license. Staff conducted an occupancy check and the tenant was home. The tenant confirmed that they are renting the property and confirmed property owner's contact information. The property was reposted as an unlicensed rental property.

6718 Quail Ave N- Summary details

- On 8/11/2023 a **$2000 Administrative Citation** was issued for renting without a license.
- On 10/19/2023 a **$2000 Administrative Citation** was issued for renting without a license. The unlicensed rental property posting was removed.
- On 11/27/2023 a **$2000 Administrative Citation** was issued for renting without a license.
- A reminder rental license renewal was sent on 1/16/2024. The **rental license renewal fee was applied for**. A rental license inspection notice was sent out.

6718 Quail Ave N- Summary details

- On 2/6/2024 staff spoke with Ms. Hassan and she stated she has spoken with an attorney about filing an eviction for past due rent.
- An **Initial inspection was conducted** on 2/26/2024 and staff found 20 property code violations. The property did not pass the inspection. A compliance notice was sent.
- A **follow up inspection** was conducted on 4/1/2024 and did not pass. The tenant was present for the inspection. A compliance notice was sent. A $1000 Administrative Citation was issued for renting without a license.
- On 4/9/2024 Ms. Hassan came to City hall stating she just received the compliance notice and asked to reschedule the rental license inspection. The **rental license inspection was rescheduled** to 5/9/2024.

6718 Quail Ave N- Summary details

- On 5/9/2024 a follow up **rental inspection was completed** and passed. Ms. Hassan was present for the inspection.
- On 5/22/2024 staff sent an email informing Ms. Hassan that she has an **outstanding utility bill** and a rental license will not be issued until she is current on her utility bill.
- On 5/26/2024 staff sent and email informing Ms. Hassan that she has an **outstanding utility bill** and a rental license will not be issued until she is current on her utility bill.
- On 6/12/2024 staff verified with **MDH that the property is a licensed assisted living facility**. The rental license **status was changed to inactive** because the property is listed as an licensed assisted living facility. An email was sent to Ms. Hassan informing her of the inactive rental license status due to the legislative change.

6718 Quail Ave N- Summary details

- On 9/9/2024 Ms. Hassan came to City hall inquiring about a special assessment invoice. Staff explained to Ms. Hassan how the citations were accrued and her opportunity to appeal to an administrative hearing officer has passed. Staff explained that she can appeal during the special assessment hearing before it rolls to her property taxes.
- On 10/15/2024 staff verified with **MDH that the property is still a licensed assisted living facility. A rental license is not required**.

Recommended Action

7184 Unity Ave N

-Specially assess the Administrative Citations totaling $700.00 plus the Certification fee of $40.00 to the property tax rolls.

5811 Shores Dr

-Specially assess the Administrative Citations at $100.00 plus the Certification fee of $40.00 to the property tax rolls. (reducing by $100 due to citations being similar)

Recommended Action

6718 Quail Ave N

-Specially assess the Administrative Citations totaling $5,000.00 plus the Certification fee of $40.00 to the property tax rolls.

City Council Action

- *Motion to approve a resolution certifying special assessments for the properties for administrative fines and citation cost to the Hennepin County Tax Rolls*
- If the City Council prefers to adjust the amount or dismiss the administrative citations, the resolution can be amended with the motion to approve.