**Council Study Session**
VIRTUAL meeting being conducted by electronic means in accordance with Minnesota Statutes, section 13D.021 Public portion available for connection via telephone Dial: 1-312-626-6799 Meeting ID: 86505454202# Passcode: 830981#
October 25, 2021

# AGENDA

1. **City Council Discussion of Agenda Items and Questions - 6 p.m.**
2. **Miscellaneous**
   a. In-Person Meetings
   b. Nov.1 Worksession on Public Safety Resolution
3. **Discussion of Work Session Agenda Item as Time Permits**
4. **Adjourn**

**CITY COUNCIL MEETING**
VIRTUAL meeting being conducted by electronic means in accordance with Minnesota Statutes, section 13D.021 Public portion available for connection via telephone Dial: 1-312-626-6799 Meeting ID: 86505454202# Passcode: 830981#
October 25, 2021

# AGENDA

## 1. Informal Open Forum with City Council - 6:45 p.m.

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

I will first call on those who notified the Clerk that they would like to speak during open forum, and then I will ask if anyone else connected to this meeting would like to speak. When I do, please indicate your name and then proceed when I call on you. Please be sure to state your name and address before speaking.

## 2. Invocation - Graves - 7 p.m.

## 3. Call to Order Regular Business Meeting

This meeting is being conducted electronically under Minnesota Statutes, section 13D.021 due to the pandemic. For those who are connected to this meeting, please keep your microphone muted. If there is an opportunity for public comment, you may unmute and speak when called upon. Please do not talk over others and anyone being disruptive may to ejected from the meeting. The packet for this meeting is on the City's website, which is linked on the calendar or can be found on "City Council" page.

a. Council Norms

## 4. Roll Call

## 5. Pledge of Allegiance

## 6. Approval of Agenda and Consent Agenda

The following items are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember so requests, in which event the item will be removed from the consent agenda and considered at the end of Council Consideration Items.

a. Approval of Minutes

*- Motion to approve the following minutes:*

- *10.11.21-Study Session Meeting*
- *10.11.21-Regular Session Meeting*
- *10.11.21-Work Session Meeting*

b. Approval of Licenses

*- Motion to approve the licenses as presented.*

c. Resolution Accepting Work Performed and Authorizing the Release of Funds for a Certain Financial Guarantee Being Held by the City of Brooklyn Center (The Sanctuary at Brooklyn Center/Frana Companies, Inc.)

*- Motion to approve a resolution accepting work performed and authorizing the release of funds for a certain financial guarantee being held by the City.*

d. Setting a Public Hearing on Proposed Utility Rates for 2022

*- Motion to approve setting a public hearing on proposed utility rates for 2022*

e. Resolution Approving Transfer of Funds to Create Beautification Capital Project Fund

*- Motion to approve a resolution approving transfer of $50,000 from the Capital Improvement Fund and $50,000 from the Street Reconstruction fund for creation of a Beautification Capital Project Fund.*

## 7. Presentations/Proclamations/Recognitions/Donations

a. Proclamation Declaring October 25, 2021, to be Designated as Random Acts of Kindness Day

*- Motion to Adopt a Proclamation Declaring October 25, 2021, to be Designated as Random Acts of Kindness Day.*

*- Council members will take turns reading nominations*

b. Brooklynk Program Update and Annual Overview

*- Motion to accept the Brooklynk progam overview and update presentation from Catrice O'Neal, Brooklynk Program Manager*

## 8. Public Hearings

The public hearing on this matter is now open. I will first call on those who notified the Clerk that they would like to speak to this matter, then I will ask if anyone else on this meeting would like to speak during this hearing. When I do, please indicate your name and then proceed when I call on you. Please be sure to state your name and address before speaking.

a. Resolution Ordering Improvements and Authorizing Preparation of Plans and Specifications for Improvement Project Nos. 2022-01, 02, 03 and 04, Woodbine Area Street and Utility Improvements

*- Motion to approve a resolution ordering the Woodbine Area Street and Utility Improvements, Improvement Project Nos. 2022-01, 02, 03, and 04 and authorizing preparation of project plans and specifications.*

## 9. Planning Commission Items

**10. Council Consideration Items**

a. Brooklyn Center Beautification and Public Art Master Plan
*- Motion to approve the Beautification and Public Art Master Plan*

**11. Council Report**

**12. Adjournment**

# We Agree To

Internal Council Relations – Norms for 2021 – Practiced for next 90 days

- Seek to not repeat or re-iterate points that were already shared
- Engage in discussion and sharing alternate perspectives *without* weaponizing other people's words
- Recognize others with "What I heard you say is _____, with your permission, I'd like to move forward now."
- Call for consensus when it's time to make a discussion
- Allow new solutions in a time of dynamic change, process: (1) name the problem (2) find the process to resolve (3) have the discussion (4) make a decision.
- After open discussion, close down the chat during council chamber discussion (*need to vote on it).

# Council Regular Meeting

DATE: 10/25/2021

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

SUBJECT: Approval of Minutes

**Requested Council Action:**

- *Motion to approve the following minutes:*
  - *10.11.21-Study Session Meeting*
  - *10.11.21-Regular Session Meeting*
  - *10.11.21-Work Session Meeting*

**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:**

Operational Excellence

**ATTACHMENTS:**

| Description | Upload Date | Type |
|---|---|---|
| 10.11 Study Session | 10/18/2021 | Backup Material |
| 10.11 Regular Session | 10/18/2021 | Backup Material |
| 10/11 Work Session | 10/18/2021 | 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 11, 2021
CITY HALL – COUNCIL CHAMBERS

## CALL TO ORDER

The Brooklyn Center City Council met in Study Session called to order by Mayor Mike Elliott at 6:03 p.m.

## ROLL CALL

Mayor Mike Elliott and Councilmembers Marquita Butler, April Graves, Kris Lawrence-Anderson, and Dan Ryan. Also present were City Manager Reggie Edwards, Community Development Director Meg Beekman, and City Clerk Barb Suciu.

## CITY COUNCIL DISCUSSION OF AGENDA ITEMS AND QUESTIONS

City Manager Reggie Edwards stated he would like to remove item 6c, Resolution Approving Change Order Nos. 1-7, Improvement Project No. 2021-05, Brooklyn Boulevards Corridor Project Phase 2 Improvements, from the agenda. Dr. Edwards explained they have been in contact with the property owner and created a contract for tree removal and, therefore, do not need to discuss it.

Dr. Edwards stated he would like to add discussion of the Certified Special Assessment for Private Utility Service Repair to the Hennepin County Tax to 8a, Resolutions for Proposed Special Assessments for Tall Grass and Weed Abatement Costs, Dead and Diseased Tree Abatement Costs, Administrative Fines/Citations and Emergency Private Utility Service Repairs, as there was a notification given to the community that would be addressed at the Council meeting.

## MISCELLANEOUS

## WORK SESSION FOR PUBLIC SAFETY RESOLUTION DISCUSSION

Councilmember Butler stated she had asked Dr. Edwards to put this discussion on the agenda because Councilmembers keep saying they do not know what is going on. She noted she hopes this can provide clarity for staff and Council and cover what has already happened since May, what is being worked on now, and what is coming up.

Mayor Elliott stated he thinks this discussion could be integrated into a future Council meeting.

Dr. Edwards stated they have a Special Council Work Session date set aside for November 1, 2021, that is available.

Councilmember Ryan stated he is glad to hear about this upcoming Work Session and he would like to know more about the FUSE funds. He noted the Council could use a deep dive on all of what the Police Department had already been doing related to citations and summons in place of custodial arrests, what has been added, and which offenses still require custodial arrests. Councilmember Ryan added he would hope they could see some sort of strategic map about where staff expects to go with this and next steps and then the Council could weigh in on their expectations.

Mayor Elliott stated they are already getting technical support from FUSE as well as from the law enforcement assistance program. He explained the FUSE fellows are starting on November 1, so they may need to present the strategic road map at a later date.

Councilmember Butler stated she has spoken with Dr. Edwards about how they are presenting the resolution to the public. She noted she gets a lot of questions about the resolution, and she thinks the website needs to better communicate what has been done and what is in the works. Councilmember Butler stated they should add a graphic that was used in a recent presentation along with a Frequently Asked Questions section. She added they could also have similar information for the Opportunity Site to help combat misconceptions. Councilmember Butler explained if they keep that section informative and up-to-date, they could save a lot of headaches in the future.

Dr. Edwards stated there have been questions about the expectations of staff and the implementation committee, and he would like that to be addressed in a future discussion.

Mayor Elliott noted that the position of Community Engagement is to communicate with the community, but the discussion is still important.

Councilmember Lawrence-Anderson asked if the discussion for the evening had a presentation to guide them through the discussion.

Mayor Elliott stated this is a discussion around what they want to cover at an upcoming Work Session.

Councilmember Lawrence-Anderson stated she would like to know how they are going to better engage the broader community on this topic. She noted one of their strategic priorities is having a safe, secure, and stable community, and she would like to know what that means to community members. Councilmember Lawrence-Anderson asked how they are going to incorporate more voices.

Councilmember Butler stated she thinks they should have a series of community discussions, similar to what they have done in the past, hosted at different times and days to accommodate various schedules. She added they could have it structured around going through the resolution, answering common questions, then have trained facilitators guide small group discussions on topics related to the resolution.

Mayor Elliott agreed that engaging the broader community is key to a successful project. He stated one of the two FUSE fellows will be focused on doing that work, and the FUSE fellows will be starting their fellowship on November 1. Mayor Elliott noted that since the discussion about the resolution will also be on November 1, the FUSE fellows will not be prepared for that meeting, but they could push out the Work Session to have that fellow be more involved in the discussion.

Councilmember Lawrence-Anderson stated getting the buy-in from as many residents of Brooklyn Center as possible is going to be critical for the success of the project. She noted she is looking forward to further discussion at an upcoming Work Session.

## STAFF SUPPORT OF COUNCIL IN CONDUCTING MEETINGS AND DECORUM

Dr. Edwards stated the packet includes norms the Council established during their retreat addressing how they want to work as a team and as a Council. He stated there were past questions about decorum and protocol for engaging residents, so he wanted the Council's input on how staff could better support the Council and provide information about the norms and decorum in the future.

## DISCUSSION OF WORK SESSION AGENDA ITEMS AS TIME PERMITS

## SPECIAL EVENTS PERMIT

Dr. Edwards introduced the topic and invited Community Development Director Meg Beekman to present on the item.

Community Development Director Meg Beekman stated this is something that the City Clerk's Office and the Community Development Department have been working on for a while. She stated the impetus came when they started working on a new zoning code. Ms. Beekman explained they have an internal process for addressing private events that happen on private property, and it is an outdated ordinance that does not fit how they are using it. She noted it does not tie to events that occur in parks or on other types of public property or public events. Ms. Beekman anticipates that the new zoning code will be replaced by a new temporary use section of the code, so they have been thinking about a more streamlined special events process might be.

Ms. Beekman stated they get multiple requests for many types of special events throughout the year such as a park pavilion for a birthday party, a public awareness event hosted at a park, an opening party for a business, a wedding hosted at someone's home, a nonprofit hosting an event for the community on private property or events that use public rights of way such as a 5K race. She noted there is not currently a single process in place for special events and, depending on the type of event, its location, and the activities that will occur at it, an event organizer may need to go through several departments and receive more than one permit. For example, someone has to go through the City Clerk's office to handle liquor, through Hennepin County for serving certain food, tents may require a building permit, signage or parking impacts requires review from the Community Development Department, and road closures are handled by the Public Works Department. Ms. Beekman stated the process is confusing for both staff and the event organizers.

Ms. Beekman stated the zoning code has a process for administrative permits, but it only addresses certain types of one-time special events on private property. She noted there is no code for food trucks or farmer's markets. Ms. Beekman stated the goal is to streamline and centralize the process by replacing existing processes. She explained they hope to have just one point of contact, which would be in the City Clerk's Office, and that the contact person would receive the application and disseminate it to relevant departments. Ms. Beekman noted all affected departments have met twice to discuss the process and provide input on a draft special event ordinance.

Ms. Beekman stated the ordinance does not prohibit any kind of events; it focuses on processes and sharing information and provides exemptions for certain events that do not have to go through the process. The definition of a special event is a temporary, organized activity sponsored by an event organizer involving the gathering of people to attend, participate in, or observe an activity occurring entirely or partly outside on City property or private property that involves support services from the City, obstructs or interferes with roadways, includes 50 or more people, has ancillary activities such as a food truck or bounce houses, or sound amplification.

Ms. Beekman stated much of the language was borrowed from other cities which hold multiple special events throughout the year such as Hopkins. She noted that Hopkins has a very robust ordinance that they pulled from. She explained the ordinance reinforces required permits for special events, streamlines review and notification processes, and provides a consistent method to recoup City costs associated with special events.

Ms. Beekman noted there are some exemptions from the ordinance including expressive activities on public sidewalks such as demonstrations or protests, expressive activities on public property that do not interfere with the use of public rights-of-ways or require the use of City support services, funeral and wedding processions, regularly scheduled athletic events, and other governmental activities.

Ms. Beekman stated the ordinance limits the duration of events to three consecutive days and longer events or reoccurring events would be covered by the new "temporary use" section in the zoning code. She noted there will be an application process that requires applicants to share details about the event such as anticipated size and duration. The application also assists with navigating event organizers through County public health processes if necessary, identifies requests for City services, and provides for centralized review and notification to affected City departments.

Ms. Beekman added the ordinance identifies fee schedules for city support services, allows for support service fees to be waived for city-sponsored or co-sponsored events with the approval of the City Council or non-profit-hosted events, identifies criteria for permit approval if necessary, and identifies regulations and procedures for the event itself such as clean-up, adequate facilities, requirements for providing alcoholic beverages, the process for road closures, and notices to surrounding property owners.

Discussion of this item continued and concluded the October 11, 2021, Work Session.

**ADJOURNMENT**

The Study Session was adjourned at 6:47 p.m.

STATE OF MINNESOTA)
COUNTY OF HENNEPIN) ss. Certification of Minutes
CITY OF BROOKLYN CENTER)

The undersigned, being the duly qualified and appointed City Clerk of the City of Brooklyn Center, Minnesota, certifies:

1. That attached hereto is a full, true, and complete transcript of the minutes of a Study Session of the City Council of the City of Brooklyn Center held on October 11, 2021.

2. That said meeting was held pursuant to due call and notice thereof and was duly held at Brooklyn Center City Hall.

3. That the City Council adopted said minutes at its October 25, 2021, Regular Session.

_____ _____

City Clerk Mayor

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 11, 2021
CITY HALL – COUNCIL CHAMBERS

## 1. INFORMAL OPEN FORUM WITH CITY COUNCIL

### CALL TO ORDER INFORMAL OPEN FORUM

The Brooklyn Center City Council met in Informal Open Forum called to order by Mayor Mike Elliott at 6:47 p.m.

### ROLL CALL

Mayor Mike Elliott and Councilmembers Marquita Butler, April Graves, Kris Lawrence-Anderson, and Dan Ryan. Also present were City Manager Reggie Edwards, Community Development Director Meg Beekman, Deputy Director of Building and Community Standards Jesse Anderson, Interim Police Chief Tony Gruenig, City Clerk Barb Suciu, and City Attorney Troy Gilchrist.

Mayor Mike Elliott opened the meeting for Informal Open Forum.

Diane Sannes stated the old Target building has 10,000 new bikes that were dropped off by the nonprofit Free Bikes for Kids, and they will be distributed throughout the Metro area. She stated that Friday, October 15, at the Centennial Park Amphitheater, there is going to be a Mash-Up with performers, free food, and a discussion about the Opportunity Site.

Mindy stated she owns a rental property in Brooklyn Center, and they have been experiencing a lot of crime recently. She asked what Mayor Elliott will do with the Police Department to address this issue.

Mayor Elliott stated Public Open Forum is not usually an opportunity to engage in problem-solving, but he does not want to avoid the question. He asked City Manager Reggie Edwards if he had any comments or if they should circle back to it at another time. Mayor Elliott then asked Mindy if she thought that was fair.

Mindy stated it is not fair because she is losing employees and tenants due to the crime, so she wants to know how the Council will address the issue.

Mayor Elliott stated safety is at the very top of their list of responsibilities. He asked Dr. Edwards for input.

City Manager Reggie Edwards stated that staff can prepare a report to present at the next meeting about what is currently happening and what measures are being taken to address the issue. He added that the staff would like Mindy's contact information to follow up with her directly.

Mindy stated she can call to provide her contact information. She noted the Council has done a lot to build up the City, but if it continues to go down the way it has been then the City will lose a lot of businesses and property owners.

Mayor Elliott asked Mindy for specific examples of the issues she was facing.

Mindy stated robbery at gunpoint and stolen cars are a couple of the issues.

Dr. Edwards asked Mindy to share her contact information with the City Clerk.

Luther stated they appreciate the upcoming presentation on public safety, and they hope to follow up with each of the Councilmembers regarding the safety and reputation of the City. Luther noted they have seven dealerships on the Boulevard, and they have invested a lot of money into the community. Luther stated they would like the opportunity to speak with the Council offline about safety in the community.

Councilmember Lawrence-Anderson stated she spoke with a resident who asked her to read a statement on their behalf. She read, "What I want is for all of you to stand up and say, 'yes, there are problems between community and our Police Department.' These problems are intertwined with historical and present-day racism, and we need to fix that. But we also have problems with violence in our community, and we very much need our Police because that violence is also a part of the problems that exist between our community and the Police Department and we cannot solve one problem without also dealing with the other and we need to do this together."

Councilmember Ryan moved and Councilmember Butler seconded to close the Informal Open Forum at 6:59 p.m.

Motion passed unanimously.

## 2. INVOCATION

Councilmember Lawrence-Anderson restated a quote from Albert Schweitzer, "The purpose of human life is to serve, and to show compassion and the will to help others".

Mayor Elliott stated it is Indigenous People's Day and Columbus Day, so he wanted to recognize Native Americans and all that they have gone through.

## 3. CALL TO ORDER REGULAR BUSINESS MEETING

The Brooklyn Center City Council met in Regular Session called to order by Mayor Mike Elliott at 7:03 p.m.

## 4. ROLL CALL

Mayor Mike Elliott and Councilmembers Marquita Butler, April Graves, Kris Lawrence-Anderson, and Dan Ryan. Also present were City Manager Reggie Edwards, Community Development Director Meg Beekman, Deputy Director of Building and Community Standards Jesse Anderson, Interim Police Chief Tony Gruenig, City Clerk Barb Suciu, and City Attorney Troy Gilchrist.

## 5. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

## 6. APPROVAL OF AGENDA AND CONSENT AGENDA

Mayor Elliott moved and Councilmember Lawrence-Anderson seconded to approve the Agenda and Consent Agenda, as amended to remove Regular Agenda Item 6c, Resolution Approving Change Order Nos. 1-7, Improvement Project No. 2021-05, Brooklyn Boulevards Corridor Project Phase 2 Improvements; and, add discussion of Certified Special Assessment for Private Utility Service Repair to the Hennepin County Tax to Regular Agenda item 8a, and the following consent items were approved:

### 6a. APPROVAL OF MINUTES

1. September 27, 2021 - Study Session Meeting
2. September 27, 2021 - Regular Session Meeting
3. September 27, 2021 - Work Session Meeting
4. October 4, 2021 – Joint CC and FC Meeting

### 6b. LICENSES

**GASOLINE SERVICE STATIONS**

| | |
|---|---|
| Brooklyn Center Municipal Garage | 6844 Shingle Creek Pkwy<br>Brooklyn Center MN 55430 |
| Holiday Stationstore #292<br>420 66th Ave N | 4567 American Blvd<br>Minneapolis MN 55437 |

**MECHANICAL LICENSES**

| | |
|---|---|
| Albertson Mechanical LLC | 15662 137th St SE<br>Becker MN 55308 |
| Apollo Plumbing Inc | 307 Jackson Ave Ste 4<br>Elk River Mn 55330 |

**RENTAL**

*INITIAL (TYPE IV – six-month license)*

| | |
|---|---|
| 2223 Brookview Drive | Willie Mae Overstreet |
| 6807 Drew Avenue N. | John Yufani |
| 5661 Northport Drive | Allan Kembol |

| | |
|---|---|
| 6106 Quail Avenue N. | Almamy Momo Toure |
| *RENEWAL (TYPE IV – six-month license)* | |
| 5331 Camden Avenue N. | Ross Herman – missing mitigation Plan |
| 3800 Commodore Drive | Dave Koenig |
| 3007 Ohenry Road | IH3 Property Illinois LP/Invitation Homes – met plan requirements |
| 6130 Scott Avenue N. | 2017-1 IL Borrower LP |
| *RENEWAL (TYPE III – one-year license)* | |
| 4100 61st Avenue N. | Emmanuel Coker |
| 5530 Girard Avenue N. | Kim Chew |
| 5949 Vincent Avenue N. | Royal Priesthood LLC – missing CPTED and action plan |
| *RENEWAL (TYPE II – two-year license)* | |
| 3106 64th Avenue N. | 2017-1 IL Borrower LP – met Action plan |
| 5937 Abbott Avenue N. | Mark Crost |
| 6116 Aldrich Avenue N. | MNSF II W1 LLC |
| 5542 Irving Avenue N. | Cel Monton LLC/RiFive LLC |
| *RENEWAL (TYPE I – three-year license)* | |
| 5347 Brooklyn Blvd. | Randall Cook |
| 5412 Fremont Avenue N. | Gary Anakkala |
| 6315 Brooklyn Boulevard | Raymond He |
| 5643 Knox Avenue N. | Jason Flaa |
| 4419 Winchester Lane | Sara Brang |
| **TOBACCO RELATED PRODUCTS** | |
| Holiday Stationstore #292 | 4567 American Blvd |
| 420 66th Ave N | Minneapolis MN 55437 |
| Premier Tobacco Corp | 10501 Van Buren Cir NE |
| 6930 Brooklyn Blvd | Blaine MN 55434 |

**6c.** This item was removed upon adoption of the agenda.

**6d. RESOLUTION NO. 2021-123 APPROVING CHANGE ORDER NIS. 1-7, IMPROVEMENT PROJECT NO. 2021-05, BROOKLYN BOULEVARD CORRIDOR PROJECT PHASE 2 IMPROVEMENTS**

**6e. RESOLUTION NO. 2021-124 APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE CITY OF BROOKLYN CENTER ON BEHALF OF ITS CITY ATTORNEY AND POLICE DEPARTMENT**

**6f. RESOLUTION NO. 2021-125 APPROVING THE CONTRACT FOR THE LABOR AGREEMENT FOR LAW ENFORCEMENT LABOR SERVICE, INC. (LELS NUMBER 82) AND THE CITY OF BROOKLYN CENTER FOR THE CALENDAR YEARS 2022-2024**

**6g. RESOLUTION NO. 2021-126 SETTING THE 2022 EMPLOYER BENEFITS CONTRIBUTIONS FOR FULL-TIME NON-UNION EMPLOYEES**

Motion passed unanimously.

## 7. PRESENTATIONS/PROCLAMATIONS/RECOGNITIONS/DONATIONS

### 7a. EMBEDDED SOCIAL WORKER AND HENNEPIN COUNTY MENTAL HEALTH OVERVIEW PROGRAMS

City Manager Reggie Edwards summarized the item and invited Interim Police Chief Tony Grueling to present.

Interim Police Chief Tony Gruenig stated Brooklyn Center just started an embedded social worker program in May 2021. Chief Gruenig stated the embedded social worker has two primary responsibilities which are to respond to and identify mental health-related and substance abuse reports, provide the client with intervention and stabilization for people who may benefit from connections to services and resources as well as offer support to help reduce the use of 911 and coordinate service needs for community members. Chief Gruenig stated the two goals of the program are timely engagement with people who need support and increased access to community resources.

Interim Chief Gruenig noted the program began in 2019 with six suburban cities and will be expanding in 2022 to an additional 15 departments covering 29 cities in Hennepin County. He stated the program operates under a 60/40 split cost-sharing with the City paying 60% of the social worker wages. Brooklyn Center began its embedded social worker program on May 3, 2021.

Interim Chief Gruenig explained the embedded social worker does referrals that are made to them in person, via email, or through a referral form completed by an officer. He noted the social worker also reviews the prior week's mental health-related calls for service as a way to make additional referrals.

Interim Chief Gruenig stated there were 65 referrals to the social worker from May 3, 2021, to June 30, 2021. Interim Chief Gruenig noted the Police Department received 100 mental health-related calls for service during that time, and 45 were for mental health issues, nine for substance abuse issues, six were a combination of mental health and substance abuse, and nine were classified as "other" referrals. As for the referrals made by the social worker in the second quarter, 12 were for mental health services, three for substance abuse treatment services, two for housing, six for obtaining public assistance, one was for transportation, and 31 were for care coordination with other social service providers.

Interim Chief Gruenig added that 75 referrals were made for the third quarter, and they received 176 mental health service calls. He noted the breakdown for referrals is not available yet. Interim Chief Gruenig stated their goal is to have a 90% referral rate, so they have a little ways to go yet.

Director of Emergency Communications at Hennepin County Sheriff's Office Tony Martin stated he has been in public safety for 21, mainly with the City of Edina, and he has been working with the Hennepin County Sheriff's Office for two years. Mr. Martin asked for Mike Risvold, Suburban Community Engagement Liaison with the Hennepin County Sheriff's Office, to introduce himself.

Suburban Community Engagement Liaison with the Hennepin County Sheriff's Office Mike Risvold stated he is the retired Chief of Police for the City of Wayzata and has been a part of the County's behavioral health team for quite a few years, so he was asked to be a liaison between behavioral health resources, law enforcement, and the Sheriff's Office.

Mr. Martin showed a slide with a map of Hennepin County reflecting the different public safety answering points. He stated there are eight primary 911 centers in Hennepin County and noted Brooklyn Center is one of the 39 cities that the County dispatches for. Mr. Martin stated four secondary 911 centers cover Hennepin County which is primarily emergency medical service dispatchers. He added the County dispatches for 27 law enforcement agencies and 26 fire departments. Mr. Martin stated about 1.2 million people are living in Hennepin County, and they dispatch for over 523,000 residents. Their division also maintains the radio towers for public safety and has technical groups that assist with their computerized dispatch groups.

Mr. Martin stated they are primarily there to share about initiatives the Sheriff's Office is currently doing. He noted they provide a menu of services and it is not a one-size-fits-all way to fix issues in a city. The current county initiatives include the Suburban Police Department Embedded Social Workers, 911 Embedded Social Worker Pilot, 911 Mental Health Task Force, Suburban Community Engagement Liaison, and Hennepin County Behavioral Health Proposal. Mr. Martin noted these are all separate initiatives, but the work is parallel.

Mr. Risvold showed a slide of which police departments have embedded social workers. They are working on contracts with Maple Grove and Rogers/Champlin/Dayton and there are committed folks from Eden Prairie and the Lake Minnetonka Consortium. He noted the goal is for every city to have some support from the program, and it is a rapidly growing program. Many of the cities that have previously shared a social worker are looking to have their own, and Brooklyn Park is looking to add as many as three social workers.

Mr. Martin stated Sheriff David Hutchinson and Hennepin County Commissioner Irene Fernando started a pilot program for a social worker to be embedded within 911. He stated that law enforcement prefers to not respond to most mental health calls if a social worker can take the call, but not all mental health calls come in as such. For example, it may come in as a welfare check. Mr. Martin stated they have identified the need to do more as an emergency services department, so they want to increase training related to mental health.

Mr. Martin noted the desired outcomes of the embedded social worker program are to match appropriate professionals with 911 mental health-related calls, increase mental health training for dispatchers, provide officers and community members with information related to community resources, provide social service follow-up to mental health-related 911 calls.

Mr. Martin stated the program has been set up in three phases. The first phase was data collection, identifying repeat callers, and providing social worker aftercare for people identified as having been in a mental health crisis. Mr. Martin stated phase 2 will be getting off the ground shortly; for this phase, they are partnering with Golden Valley Police to provide real-time info to police officers on mental health calls where they need to respond as sharing necessary information can help provide a successful outcome. He noted that there have been some issues dealing with information sharing in terms of following state and local laws. He added to phase 3 will include routing calls that meet criteria to mental health professionals and alternative responses.

Mr. Martin stated the 911 Mental Health Task Force was a board action presented by Commissioner Irene Fernando in December 2020. He stated a big part of that is collecting and analyzing data surrounding calls involving the mentally ill or people in crisis. The task force is researching national best practices in alternative responses to people in crisis and evolving them for their own needs. Mr. Martin stated the task force is collaborating with stakeholders on community engagement surrounding response and will be providing the Hennepin County board with recommendations on responding to people in crisis. Mr. Martin showed a slide listing the current members of the 911 Mental Health Task Force that include folks from city and county personnel and community groups.

Mr. Martin stated the 911 Mental Health Task Force is looking at an alternative response proposal similar to the Denver STAR Model which also originated within the 911 department. He stated they hope for a social worker and community paramedic to respond without police and noted this would be for lower risk calls, meaning without weapons or violence. 911 call takers would screen the calls for riskiness.

Mr. Martin stated the 911 Mental Health Task Force is focusing heavily on collecting data to promote consistency across the county. He showed a slide of data examples from Denver that guides how they dispatch resources through the Denver STAR Model such as heat maps of where they responded, STAR incidents by problem type, and days and times with the most responses to ensure proper staff.

Mr. Risvold stated the plan is to pilot the alternative response with Brooklyn Park in 2022 if they receive the grant. He noted Brooklyn Park has the highest number of mental health calls that Hennepin County Sheriff's Office dispatches for. Mr. Risvold explained they have studied models from all over the country, and they are trying to mold Hennepin County's response after Denver.

Mr. Risvold stated Hennepin County Behavioral Health put together an action request for the board to approve $20 million to meet the increasing need for behavioral health services. He showed a slide listing all of the programs and projects that the money would go towards, some of which they just explained.

Councilmember Ryan asked which government entity is funding the aforementioned grant.

Mr. Risvold stated the Department of Justice would be funding the grant, so it is federal funding they would access.

Councilmember Ryan stated City law enforcement has used an app to assist them in responding to calls, and the app notifies law enforcement if a particular resident has a history of mental health issues or a behavioral deficit.

Interim Chief Gruenig stated the app is called Vitals and is a way for residents to self-identify if they are on the Autism spectrum, have a history dealing with mental health, or other things in that realm.

Councilmember Ryan stated he hopes that this app and similar information could be accessible to any responders to best serve the recipients of such services.

Mr. Martin stated as a part of the task force, they are looking to have a deliverable that is available to the public. He stated it would be a platform that residents can choose to sign up on and provide as little or as much information about themselves to include name, address, mental health history, or medical history. The only way that information can be accessed by 911 is if the resident calls from the number assigned to their account, but that information would be populated for the 911 dispatcher if that is the case. Mr. Martin stated this would be a free service for residents, and they will more closely partner with cities to ensure the resource is understood and accessible.

Councilmember Butler asked how much the Vitals app is being utilized and if it has had a positive impact.

Interim Chief Gruenig stated they have seen very low turnout with people registering their information on the platform, but all of the law enforcement have the app ready to go. He noted that is something they would like to have a campaign of some sort to increase awareness and use of the app by the community.

Councilmember Graves stated she was going to ask the same question as Councilmember Butler. She noted it is ultimately an individual's choice, but she hopes that the program can provide more individualized services in the future. Councilmember Graves asked what the cost is in each city for the social worker and if that is based on any sort of model.

Mr. Risvold stated the 60/40 model was developed in 2014 and that split is used regardless of the size of the city. He noted the way for a city to make that more equitable at this point is through the sharing of services. For example, many cities in Lake Minnetonka are sharing one social worker as they are each very small. Mr. Risvold stated the split ends up being closer to 50/50 because the county provides phone service, computers, and those types of things. He stated the County's perspective of the cost-sharing model is the cities are much more invested in the social worker and the social worker is entirely the city's for 40 hours per week.

Councilmember Graves stated she thinks it might be worth looking at moving forward not only in the city's ability to pay but also reflective of the number of calls. She explained Maple Grove and Brooklyn Park would be vastly different in what they can afford as well as the number and type of calls they receive. Councilmember Graves stated using an equity lens could be very beneficial.

Councilmember Graves stated she appreciates that the County is looking at alternative response options, and she would like to know how other cities can get on board with that. She asked if that is something they would apply for in the future through the Department of Justice or if the County would be providing some of those funds.

Mr. Martin stated they do not currently have answers to that as they are looking at the first phase still. He stated the goal is to have every city in Hennepin County utilize the service, but they do not know which funding avenues would support it yet. Mr. Martin stated everything they have researched shows that they need a good foundation for the program with measurables before implementing it elsewhere. He noted he agrees with Councilmember Graves' comment about equitable access to the programs. For example, Brooklyn Center, being that it is touching Minneapolis, is likely to need more support from social workers than a city like Corcoran.

Mr. Risvold stated this is just a test period to see how it works with the hope to fine-tune as the go. He noted the long-term goal is for this program for the entire County to access it. Mr. Risvold stated they are focusing on the process first and foremost.

Councilmember Graves stated she knows the changes can be frustrating as they are long overdue, but it is so important to be aware of the data and intention to avoid unintended consequences. Councilmember Graves asked is there was an initiative by the County to make it easier for cities to track data. She noted different cities may need to track different things, but some cities have not yet begun to track data at all. Councilmember Graves stated the data is important for applying for and accessing grant funding and increasing transparency, so she would like the County to provide resources to support that process.

Mr. Martin stated he is chairing a statewide 911 workgroup. He noted that Travis' Law was implemented earlier this year which states 911 should coordinate with a mental health team, and one of the things the workgroup is talking about is how to collect data to support such initiatives. Mr. Martin noted the importance of collecting data clearly and consistently across different entities to best respond to a mental health crisis.

Councilmember Graves asked if a call is initially coded as something other than a mental health call and ends up being a mental health call, does it end up being recorded. Councilmember Graves asked if something does get recoded, what are the requirements a call must meet to be recoded. She noted she wouldn't want the code to be misused or taken advantage of.

Mr. Martin stated calls are all about the perception of the situation by the caller. For example, callers may misrepresent or exaggerate a call to affect the 911 response. He stated it comes down to consistent coding and making sure they know what the calls are, so 911 needs more education and training. Mr. Martin noted everyone has been told to call 911 in an emergency, but they are rarely told how to call 911, so he would like there to be more community education in that area.

He noted it is very important to follow up on the recording of a call to make sure everything was properly coded.

Councilmember Graves asked if there is a way to encourage a social worker to respond to a call if, for example, someone was to call 911 as they are seeing a mental health crisis.

Mr. Martin stated there is not currently a way to do that. He stated the initiative is hoping to provide more education and ultimately an alternative response such as that. Mr. Martin noted he wants people to share the facts so dispatch can send out the appropriate response. He stated the ultimate goal is for social workers to be the fourth response on top of police, fire, and medical. Mr. Martin explained they rely on pre-built information from the system to ensure consistency from the dispatcher and to dispatch the appropriate response.

Councilmember Graves stated a large amount of homelessness is due to mental health issues. She asked if there have been conversations around homelessness and connecting folks to other organizations that can support them in that area.

Mr. Martin stated the grant proposal aims to bridge the gap between County response and community resources and to tie the services together. Mr. Martin stated they are always looking for feedback from community groups and workgroups and opportunities such as presenting to the Council to help improve programming. He stated they are working hand-in-hand with other County initiatives and community groups that are out there to best support the people they serve.

Councilmember Butler asked how the task force is addressing other cultural communities and languages.

Mr. Martin stated part of the task force is identifying those groups and how to work with them. He noted they have worked with National Alliance on Mental Illness and Communities United Against Police Brutality.

Mr. Risvold stated they are working on that. He noted that it is challenging, but they are working on it.

Hennepin County District 1 Commissioner Jeffrey Lunde noted the $20 million will be used in quite a few ways to support mental health initiatives. For example, they are in talks with community high schools and they plan to offer grants to nonprofits for mental health treatments. He noted the conversations include talks about how the services can be culturally supportive and inclusive. Mr. Lunde assured the Council that Brooklyn Center will see the effects of that investment.

Mr. Lunde stated the beautiful thing about the embedded social worker is that they have a County employee who knows about resources and services. He noted one of the first efforts by the social worker is to get people into the shelter and then can deliver additional services from there.

Mr. Lunde added, to address the topic of addressing various cultural communities, the Trusted Messenger program is used to help connect groups and encouraged anyone listening to sign up for

that program if they are interested. He stated they have the Office of Multicultural Affairs that covers every language spoken in Hennepin County, including the dialects and other language variations.

Mayor Elliott moved and Councilmember Ryan seconded a motion to accept the presentation Embedded Social Worker and Hennepin County Mental Health Overview Programs.

Motion passed unanimously.

## 8. PUBLIC HEARINGS

### 8a. RESOLUTION NOS. 2021-127, 2021-128, 2021-129, AND 2021-130 FOR PROPOSED SPECIAL ASSESSMENTS FOR TALL GRASS AND WEED ABATEMENT COSTS, DEAD AND DISEASED TREE ABATEMENT COSTS, ADMINISTRATIVE FINES/CITATIONS, AND EMERGENCY PRIVATE UTILITY SERVICE REPAIRS

Dr. Edwards summarized the item and introduced Deputy Director of Building and Community Standards Jesse Anderson to make the presentation.

Deputy Director of Building and Community Standards Jesse Anderson stated four public hearings will be held. He noted the owners have been notified of the public hearing, and it was also posted in legal notices.

Mr. Anderson stated Minnesota state law allows cities to recover costs of certain types of services through special assessment of the property. He noted the city incurs costs associated with these public service programs and activities and, if unpaid, these costs may be specially assessed to the property. He added that a public hearing is required.

Mr. Anderson stated grass and tree abasements are when properties are found to be in violation. From there, a written notice is provided, an inspection is done, the staff makes every effort to make contact with the residents to gain voluntary compliance. He noted that voluntary compliance is the preferred route. Mr. Anderson stated in certain cases, the property owner may provide a written agreement to a City-facilitated abatement. He added that the City bills the owner for the portion of costs the City has incurred including a service fee. He noted the service fee was lowered last year.

Mr. Anderson stated administrative citations and penalties are issued for non-compliance with the City Ordinance. He explained notices are issued before citation and staff attempts to make contact with the owner multiple times. Mr. Anderson stated the citation doubles each time up to $2,000, but it rarely gets to that high of an amount.

Mr. Anderson stated the City Council adopted a policy that allows the City to assist with the unexpected financial burden of emergency utility repairs. He explained repairs are related to sewer or water repairs between the house and the water main and noted that these repairs can be fairly costly. Mr. Anderson stated the assessments are for five years.

Mr. Anderson explained there are a couple of different payment options that have been tweaked over the years. They extended the grace period to the ore-certification date, so there is no interest by November 24. He noted if they don't pay by November 24, the assessment will be certified to Hennepin County, and the property owner will pay with taxes starting in 2022. He added the total principal will be payable in annual installments. Mr. Anderson pointed out that they reached out to Hennepin County and received permission to accept partial payments before the assessments being certified to Hennepin County.

Mr. Anderson showed a slide detailing the budget issues. He noted the administrative fines and citations and weed destruction are down from 2020. Mr. Anderson stated they are trying more and more to make contact with property owners. He stated that dead and diseased tree removal fees and utility repair totals are up from 2020.

Mr. Anderson stated the recommended procedure is for Council to remove any reasonable appeal from opposed levy roll and adopt remaining proposed assessments. He noted staff will review and provide a report for appeals at an upcoming City Council meeting for them to review. Tentatively, they plan to bring that back on October 25.

Mr. Anderson stated if anyone is appealing, they should state their full name and current address, provide the address of the property with a pending special assessment, and state the reason for the appeal.

Councilmember Lawrence-Anderson asked why there is such an increase in utility repair totals from 2020.

Mr. Anderson stated he believes one assessment itself was around $10,000 which accounts for a fourth of the total utility repairs. Mr. Anderson stated there was not a particular reason for the increase, but utility repairs are relatively expensive projects. Each project costs $4,000 to $10,000, so doubling the total fees would only relate to a couple of properties.

Mayor Elliott moved and Councilmember Ryan seconded a motion to open the public hearings concurrently.

Motion passed unanimously.

Matt G. stated he has had tree root people coming out every 18 months, and they have commented how it is a crime that the City put in four-inch clay pipe downsizing from his six-inch PVC pipe as that is a constriction. The three professionals stated the City always does the cheapest option. Matt G. asked if he had a problem and needed repair, would he have to pay for a mistake that the City made.

Mayor Elliott asked if the resident's concern was related to one of the properties they are discussing.

Matt G. stated it is not one of the properties in question.

Mayor Elliott asked Dr. Edwards to take note of the comment and have Public Works follow up with Matt G. on that concern.

Councilmember Graves stated she has suffered from a similar problem, and one of the suggestions she got was to put a lining inside of the pipe to prevent the roots from getting into the line.

Mayor Elliott moved and Councilmember Ryan seconded a motion to close the public hearing.

Motion passed unanimously.

Mayor Elliott moved and Councilmember Lawrence-Anderson seconded a motion to adopt RESOLUTION NO. 2021-127 Certifying Special Assessments for Administrative Citations to the Hennepin County Property Tax Rolls.

Motion passed unanimously.

Mayor Elliott moved and Councilmember Ryan seconded a motion to Adopt RESOLUTION NO. 2021-128 Certifying Special Assessments for Diseased Tree Removal Costs to the Hennepin County Property Tax Rolls.

Motion passed unanimously.

Mayor Elliott moved and Councilmember Ryan seconded a motion to Adopt RESOLUTION NO. 2021-129 Certifying Special Assessments for Weed Removal Costs to the Hennepin County Property Tax Rolls.

Motion passed unanimously.

Mayor Elliott moved and Councilmember Ryan seconded a motion to Adopt RESOLUTION NO. 2021-130 Certifying Special Assessments for Emergency Private Utility Service Repairs to the Hennepin County Property Tax Rolls.

Motion passed unanimously.

## 9. PLANNING COMMISSION ITEMS

None.

## 10. COUNCIL CONSIDERATION ITEMS

## 10a. RESOLUTION NO. 2021-131 ENDING THE DECLARATION OF A LOCAL EMERGENCY

Dr. Edwards stated there is not a formal presentation for this item and introduced City Attorney Troy Gilchrist to further explain the item.

Mayor Elliott stated he approved the local emergency when he saw the COVID-19 number increasing. He stated this was discussed at the last meeting and Council expressed interest in readdressing it.

City Attorney Troy Gilchrist stated a majority of the Council requested that this resolution be drafted and presented. He explained the resolution covers the history of the declaration and points out the emergency ordinances that the Council has adopted regarding face masks and electronic Council meetings. A declaration of a local emergency is not required for the Council to use its powers to enact an emergency ordinance. He explained that ending the local emergency does not interfere with the emergency face mask ordinance or the remote Council meetings. The only effect would be ending the declaration of a local emergency. He added this only needs a majority vote to pass.

Councilmember Graves asked what does ending the emergency does.

Mr. Gilchrist stated the enactment of the local emergency was recognizing the sharp increase in cases and getting the City ready to respond. In a couple of months since it was enacted, the City did not need to implement its emergency plan although it was ready to act. He explained that the emergency powers allowed by the local emergency declaration did not need to be exercised. Mr. Gilchrist stated ending the local emergency will not ultimately affect anything.

Councilmember Graves asked if the Mayor could enact it again if it were needed in the future.

Mr. Gilchrist confirmed that Councilmember Graves is correct.

Councilmember Ryan stated he thinks the clarification is important so the public understands the decision and that such is reflected in the record. He asked if the preventative measures would still be in place

Mr. Gilchrist said the required face coverings would still be implemented. He added that any measures such as sanitation or interaction with the public can be done without declaration. He stated it was a prudent move at the time, but it hasn't triggered the need to institute any further emergency initiatives.

Councilmember Ryan moved and Councilmember Graves seconded a motion to adopt RESOLUTION NO. 2021-131 ending the declaration of a local emergency.

Motion passed unanimously.

**10b. APPOINTMENTS TO CITY COMMISSIONS**

Dr. Edwards stated this item was discussed at the last City Council meeting and introduced City Clerk Barb Suciu to present the update.

City Clerk Barb Suciu stated the City of Brooklyn Center has four commissions: Financial Commission, Housing Commission, Park, and Recreation Commission, and Planning Commission. At the September 27 City Council meeting, the Council requested an update on the seats filled and available on each of the commissions.

Ms. Suciu stated the applications for commission members must be obtained in the City Clerk's office and be submitted in writing to the City Clerk, the City Clerk shall forward all copies of the applications to the Mayor and City Council, the Mayor shall identify and include the nominee's application form in the City Council agenda materials for the City Council meeting at which the nominee is presented, and the City Council, by majority vote, may approve an appointment at the City Council meeting at which the nominee is presented.

Ms. Suciu stated the Financial Commission consists of seven members and is an advisory body to assist the City Council in evaluating and developing fiscal policies and fiscal procedures. There are currently two vacancies on the commission, and they have three new applicants that applied in 2021. Ms. Suciu stated she contacted all of the applicants, and they are all still interested in joining the commission.

Ms. Suciu stated the Housing Commission consists of seven members and works on all matters concerning housing, they are an advisory body forte Board of Appeals for Housing Maintenance and Occupancy, and they assist the Planning Commission in redevelopment policies. Ms. Suciu noted there are not any true vacancies but three commissioners are serving with expired terms. The three commissioners that are continuing to serve have re-applied to serve on the commission. Ms. Suciu contacted the three applicants, and they are still interested in serving.

Ms. Suciu stated the Park and Recreation Commission consists of seven commissioners and acts as an advisory board to the City Council and other Brooklyn Center Advisory Commissions regarding matters relevant to the conservation, park, and recreation functions. She stated there are currently seven commissioners, three of which are serving with expired terms. The three serving with expired terms have submitted applications to be reappointed. Ms. Suciu noted they also have seven new applicants willing to serve on the commission. Ms. Suciu stated there are five park service districts and showed a map of the park service area districts. She noted they do not have any commissioners from District Five.

Ms. Suciu stated the Planning Commission consists of seven commissioners, and there is currently one vacancy on the commission. She added three residents have applied for the open seat. Ms. Suciu stated she contacted all three of the applicants, and staff has only heard back from one.

Councilmember Graves asked if Mayor Elliott had any nominees selected for the Financial Commission.

Mayor Elliott stated he would present nominees at a later meeting. He noted he has been recruiting in an attempt to diversify the commissions, and he thinks they have made some strides in that area. Mayor Elliott reiterated the importance of diversity being represented on the commissions as that is reflective of the diverse community. For example, he plans to appoint someone from the Hmong

community as that is a large section of the City, and at the last meeting, he appointed someone from the Latino community.

Councilmember Graves stated she appreciates the Mayor's efforts to diversify the commissions and added she drew attention to the makeup of the commissions to ensure a quorum. Councilmember Graves stated attendance has been an issue within the Financial Commission, which has been especially difficult in the last few months as they reviewed the budget.

Councilmember Graves stated she has reviewed the applications, and she has two that stood out. She emphasized her appreciation for the current Commissioners and added the importance of having folks with experience in accounting and finance as well as having a commission that is diverse in terms of age, race, ethnicity, and background. Councilmember Graves stated she believes Yolanda and Rose are strong candidates for nominees as they seem to be more well-versed in the areas of finance, accounting, and government. She added it is important to get the vacancies filled, and she is anxious to get more people that will show up and provide a strong eye for finance.

Councilmember Ryan stated the Financial Commission has been particularly valuable to the Council because of the expertise that previous and current members have brought to deliberations. Councilmember Ryan stated he agrees with Councilmember Graves' opinions on Rose and Yolanda as they have expertise in finance.

Councilmember Lawrence-Anderson stated the existing Housing Commissioners have brought a lot to the table and have had good attendance. She stated in 2010 when she chaired the Housing Commission, they started the New Neighbor Welcome Program, and the Commissioners at that time voluntarily added additional duties to deliver the bags personally to residents. She stated Kathie Amdahl took that program on after Councilmember Lawrence-Anderson stepped down, so she would not want to do anything to jeopardize the New Neighbor Welcome Program. She looks forward to the insight of new Commissioners, but she would like to recognize the importance of existing members as well.

Councilmember Graves stated she did not read every one of the applications, but she does recognize Mark Goodell's name from the community. Along with Councilmember Lawrence-Anderson's note on Kathie Amdahl, she thinks they should keep those two on the Housing Commission. She noted that the Commission could benefit from having a younger person on the Commission as well. Councilmember Graves stated she thinks the third member could be a new member that would help them meet an area of diversity that they have not reached before.

Councilmember Ryan stated he would concur with reappointing Mark Goodell and Kathie Amdahl from his interactions with the Housing Commission. He added that he has seen the benefits of the New Neighbor Welcome Program from the few outings he joined on, and the Commissioners deserve recognition for that.

Councilmember Lawrence-Anderson stated she would be remiss if she did not share the value that Paul Oman brings to the Housing Commission. She stated she has known Kathie for quite a while and Mark Goodell is the current Chair, but Paul Oman does bring experience with unique housing.

Councilmember Graves stated she is the liaison to the Park and Recreation Commission, and she is excited that there are so many applicants. She stated she would like to focus on the district that is not well-represented, which would be District Five in this case. Councilmember Graves stated she would suggest looking at Krissa Jackson's and Noah Jeffrey's applications as they are from District 5. She added that since there is only one representative from District Four and District Two, they should look at adding folks from those areas as well.

Councilmember Graves stated she would like the chair, Bud Sorenson, to continue as he has done a good job embracing new members and is very on top of preparing for meetings, ensures the staff has what they need for meetings, and reminds members of upcoming meetings. She added that Bud Sorenson has institutional knowledge as he has served on the Park and Recreation Commission for a while.

Councilmember Graves added that Travis has brought on programs like Boy Scouts that are interactive for the community, particularly for young people. Councilmember Graves stated he has been a balanced person and is on the younger side of the Commission.

Councilmember Graves noted she does not feel strongly about any of the applicants other than getting someone on the Park and Recreation Commission from District Five. She thinks it could be a good idea for applicants to meet with current members to learn more about the Commission and to start a possible mentorship. She added she would like to see some younger people as they have a unique stake in the parks.

Dr. Edwards stated he wanted to remind the Council about previous discussions on youth on the boards and the pilot program they are doing. He noted staff would get back to them with more information on that as it will precipitate some changes in the commissions.

Councilmember Ryan stated he would like to see the younger generation brought into the conversation, so perhaps they should discuss the number of members on each commission to both accommodate experienced commissioners and youth.

Councilmember Lawrence-Anderson stated she would like to see a change in numbers to accommodate youth. She added she would like to maintain the number of members they currently have and add youth on top of that. Councilmember Lawrence-Anderson noted the youth could learn from the legacy members.

Mayor Elliott noted he also thinks that maintaining the number of current commissioners and adding youth could be beneficial. He stated he read a study that pointed out the most effective number of people for coming to a decision is seven and every member that is added from there decreases that capacity by 10%.

Councilmember Graves stated she does not have strong feelings about the Planning Commission, but she is familiar with the applicant Randy Christensen.

Mayor Elliott stated the Planning Commission is one place that they need to look at culture and ethnicity, and there is one person from the Hmong community that is interested in a place on the

Planning Commission. He added it is a good problem to have when they have a lot of people wanting to serve. Mayor Elliott noted there is an organization that works with commissioners, particularly commissioners of color, and trains them on how to effectively serve on a board or commission. He stated they need to make sure people have the capacity and resources to be successful.

Councilmember Graves asked what the name of the program is.

Mayor Elliott stated the program is called Boards and Commissions Leadership Institute and it is a 7-month leadership program that supports, trains, and helps place people of color and other underrepresented community members on city and county publicly appointed boards and commissions that influence and impact equity in the Twin Cities Metro Area in economic development, health, housing, transit, and workforce development. He noted it is offered through Nexus.

Councilmember Graves asked if the Council would have a chance to read the application from the Hmong applicant before the appointment.

Mayor Elliott confirmed that the Council would receive a copy of the application before the appointment of the Hmong applicant.

Councilmember Ryan stated he appreciates the opportunity for the Council to discuss the applications and appointments to the commissions.

Councilmember Graves stated she agrees with Councilmember Ryan.

## 11. COUNCIL REPORT

Council did not have any Council Reports to provide.

## 12. ADJOURNMENT

Mayor Pro Tem Butler moved and Councilmember Graves seconded adjournment of the City Council meeting at 9:21 p.m.

Motion passed unanimously.

STATE OF MINNESOTA)
COUNTY OF HENNEPIN) ss. Certification of Minutes
CITY OF BROOKLYN CENTER)

The undersigned, being the duly qualified and appointed City Clerk of the City of Brooklyn Center, Minnesota, certifies:

1. That attached hereto is a full, true, and complete transcript of the minutes of a Regular Session of the City Council of the City of Brooklyn Center held on October 11, 2021.

2. That said meeting was held pursuant to due call and notice thereof and was duly held at Brooklyn Center City Hall.

3. That the City Council adopted said minutes at its October 25, 2021, Regular Session.

_____ _____

City Clerk Mayor

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 11, 2021
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 Mike Elliott at 9:21 p.m.

## ROLL CALL

Mayor/President Mike Elliott and Councilmembers/Commissioners Marquita Butler, April Graves, Kris Lawrence-Anderson, and Dan Ryan. Also present were City Manager Reggie Edwards, Community Development Director Meg Beekman, and City Clerk Barb Suciu.

## SPECIAL EVENTS PERMIT DISCUSSION (continued)

Councilmember/Commissioner Graves stated she missed part of the presentation during the Study Session so she does not have enough information to ask detailed questions.

Community Development Director Meg Beekman stated she would like to address any questions or concerns about the proposed draft ordinance and to know if the Council would like to proceed with the ordinance.

Councilmember/Commissioner Graves stated her understanding of this discussion is a consolidation of processes. Councilmember/Commissioner Graves asked if this would add any undue burden or financial obligation for the average person or average business in Brooklyn Center.

Ms. Beekman stated she would call it a consolidation. For example, if a church wanted to throw a carnival, they would go through the Community Development Department to get an administrative permit, and the church would be asked to submit a site plan showing what the parking and traffic impacts might be. She explained that is reviewed by the City Planner before giving out a permit, and there is a small fee associated with that review. Ms. Beekman stated they would then check with the host to see if they would have food trucks, alcohol, tents, or things of that nature and need any associated permits for that. She noted there are costs associated with those various permits, but consolidating the process would not increase those costs.

Ms. Beekman stated the City's processes are a bit more nebulous when there is an event on public property because it involves Public Works and occasionally the Police Department. She stated this change would allow for larger park events without going through the entire process and would

be a mechanism for offering equipment and services to event hosts Ms. Beekman noted the ordinance would potentially mitigate the events' effects on neighboring residents and business owners. She added the change would also allow for the City to recoup some of the fees associated with private events in the City. Ms. Beekman reiterated that fees are waived for City events and nonprofit events. She stated that other events could be reviewed on a case-by-case basis.

Councilmember/Commissioner Graves thanked Ms. Beekman for the information and noted she is comfortable moving forward with the ordinance.

Councilmember/Commissioner Ryan stated he would like to go ahead with the staff's recommendation on the ordinance.

Councilmember/Commissioner Lawrence-Anderson stated she defers to complying with what the staff is recommending.

Mayor Elliott stated he does not feel strongly about the proposal, but he is okay with it. Mayor Elliott asked if local businesses have been engaged in the discussion on how the process can be improved.

Ms. Beekman stated they based the ordinance on several real-life examples such as the farmer's market. She explained there had not been previously in the past to address a farmer's market, so they wanted to make sure that would be allowed and would not require additional review or costs. Ms. Beekman stated this is also a response to businesses that want to host a food truck, and staff believes the ordinance will help the Parks and Recreation Department as they host a large number of events in the parks.

Ms. Beekman stated another example of an event this would benefit is the upcoming Center Mash-Up with Minnesota Zej Zog, which is a nonprofit the City has partnered with for community engagement work around the Opportunity Site. When the organization reached out to Parks and Recreation Department, they were going to charge them a fee, but, thankfully, the organization mentioned they had already been working with another City office so the Parks and Recreation Department could waive those fees.

Diane Sannes stated each week in the summer when CAPI gives away large amounts of food, it can have up to 100 people. She noted the City calls it an event, but CAPI and the event hosts do not consider it that.

Mayor Elliott stated he is in favor of the ordinance, but he thinks it would be beneficial that staff confers with business owners.

Councilmember/Commissioner Graves stated she does not think it would be harmful to reach out and get some feedback from the organizers to make sure there is not anything that they might be missing. She noted she still does support the ordinance.

**ADJOURNMENT**

Councilmember/Commissioner Graces moved and Mayor/President Mike Elliott seconded adjournment of the City Council/Economic Development Authority Work Session at 9:36 p.m.

Motion passed unanimously.

STATE OF MINNESOTA)
COUNTY OF HENNEPIN) ss. Certification of Minutes
CITY OF BROOKLYN CENTER)

The undersigned, being the duly qualified and appointed City Clerk of the City of Brooklyn Center, Minnesota, certifies:

1. That attached hereto is a full, true, and complete transcript of the minutes of a Work Session of the City Council of the City of Brooklyn Center held on October 11, 2021.

2. That said meeting was held pursuant to due call and notice thereof and was duly held at Brooklyn Center City Hall.

3. That the City Council adopted said minutes at its October 25, 2021, Regular Session.

_____ _____

City Clerk Mayor

# Council Regular Meeting

DATE: 10/25/2021

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: N/A
BY: Alix Bentrud, 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.

**Gasoline Service Station**

| | |
|---|---|
| Metropolitan Council<br>dba Metro Transit | 6845 Shingle Creek Pkwy<br>Brooklyn Center MN 55430 |

**Mechanical Licenses**

| | |
|---|---|
| Glowing Hearth and Home | 100 Eldorado Dr<br>Jordan MN 55352 |
| Hoffman Refrigeration | 5660 Memorial Ave N<br>Stillwater MN 55082 |
| Mesp Heating & Cooling | 1901 Glenwood Ave N<br>Minneapolis MN 55443 |
| Shac LLC | 1240 Trapp Rd Ste A<br>Eagan MN 55121 |
| Total Home Solutions | 1008 Prosprct Pointe Rd<br>Jordan MN 55352 |

**Tobacco Related Products**

| | |
|---|---|
| Family Dollar Inc<br>2105 57th Ave N | 500 Volvo Pkwy<br>Chesapeake VA 23320 |
| Walgreens Inc | PO Box 901 |

| | |
|---|---|
| 6930 Brooklyn Blvd | Deerfield IL 60015 |
| Walmart Inc | Dept 8916 702 SW 8th St |
| 1200 Shingle Creek Crossing | Bentonville AR 72716-0500 |
| YD Holdings | 5710 Xerxes Ave N |
| DBA Holiday Stationstore #3808 | Brooklyn Center MN 55430 |

**Budget Issues:**

**Inclusive Community Engagement:**

**Antiracist/Equity Policy Effect:**

**Strategic Priorities and Values:**

Operational Excellence

**ATTACHMENTS:**

| Description | Upload Date | Type |
|---|---|---|
| Rental Criteria | 3/16/2021 | Backup Material |
| Rentals 10-25-2021 | 10/19/2021 | 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 on October 25, 2021 | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Property Address | Dwelling Type | Renewal or Initial | Owner | Property Code Violations | License Type | Police CFS * | Final License Type ** | Previous License Type *** |
| 2018 54th Ae N | Single | Initial | Giselle Oo | 10 | IV | N/A | IV | |
| 3101 61st Ave N | Single | Initial | Ross Herman | 0 | II | N/A | II | |
| 7243 Emerson Ave N | Single | Initial | Oscar Martinez Gavina | 11 | IV | N/A | IV | |
| 7015 Brooklyn Blvd Willow Lane Apartments | Multi 2 Bldg 58 Units | Renewal | Jason Quilling /Nicollet Flats LLC met action plan requirements | 21 (14 units Insp) 1.5 per unit | III | 0 | III | III |
| 5301 Russell Ave N Sommerset Place | Multi 2 Bldg 36 Units | Renewal | Lee Yan / Midwest GIR - met action plan requirements | 39 (9 units Insp) 4.3 per unit | IV | 0 | IV | III |
| 3012 51st Ave N | Two Family 2 Units | Renewal | Sri Lakshmi Valiveti | 6 | III | 0 | III | III |
| 2932 69th La | Single | Renewal | Mayerling Rios | 2 | I | 0 | I | I |
| 5356 71st Cir | Single | Renewal | Xiaoyan Hu | 12 | IV | 0 | IV | |
| 5411 72nd Cir | Single | Renewal | Maya Ly / Majestic - Morning Rental Property | 1 | I | 0 | I | II |
| 6013 Brooklyn Blvd | Single | Renewal | Rosa Chiqui | 0 | I | 0 | I | I |
| 2006 Brookview Dr | Single | Renewal | MNSF II W1 LLC / GOAL Properties - missing CFH cert | 13 | IV | 0 | IV | IV |
| 5201 Drew Ave N | Single | Renewal | Ahmed Omar | 0 | I | 0 | I | II |
| 5819 Dupont Ave N | Single | Renewal | Tiet Nguyen | 0 | I | 0 | I | I |
| 5906 Dupont Ave N | Single | Renewal | Bruce Goldberg | 1 | I | 0 | I | I |
| 6015 Dupont Ave N | Single | Renewal | Home SFR Borrower / HavenBrook Homes - met requirements | 4 | II | 0 | II | III |
| 5737 Emerson Ave N | Single | Renewal | Nutida Wong - missing CFH cert | 7 | III | 0 | III | III |
| 5719 Halifax Ave N | Single | Renewal | Paul Zheng/5719 Halifax Ave LLC | 2 | I | 0 | I | II |
| 5407 Irving Ave N | Single | Renewal | Mark Gonzales - missing CFH cert & CPTED | 4 | II | 0 | III | III |
| 5506 Judy La | Single | Renewal | Xian Lin / Prosperous Property | 3 | II | 0 | II | III |
| 4207 Lakeside Ave N #238 | Single | Renewal | Hussein Seman | 2 | I | 0 | I | I |
| 5350 Logan Ave N | Single | Renewal | Elbrus Mgt/ Matthew Forster Missing CFH cert & CPTED followup | 8 | III | 0 | III | III |
| 7169 Unity Ave N | Single | Renewal | Soye Chalte | 12 | IV | 0 | IV | I |
| 5924 Washburn Ave N | Single | Renewal | Ryam McLuen | 2 | I | 0 | I | I |
| | | | | | | | | |

* CFS = Calls For Service for Renewal Licenses Only (Initial Licenses are not applicable to calls for service and will be listed N/A.)

** License Type Being Issued

*** Initial licenses will not show Type 1 = 3 Year Type II = 2 Year Type III = 1 Year

All properties are current on City utilities and property taxes

# Council Regular Meeting

DATE: 10/25/2021

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: Meg Beekman, Community Development Director
BY: Ginny McIntosh, City Planner / Zoning Administrator

SUBJECT: Resolution Accepting Work Performed and Authorizing the Release of Funds for a Certain Financial Guarantee Being Held by the City of Brooklyn Center (The Sanctuary at Brooklyn Center/Frana Companies, Inc.)

**Requested Council Action:**

*- Motion to approve a resolution accepting work performed and authorizing the release of funds for a certain financial guarantee being held by the City.*

**Background:**

Nearly all development projects that take place in the City require applicants to sign a Performance Agreement, and deposit with the City a financial guarantee, which is held to ensure that specific site improvements are completed in accordance with approved plans. Financial guarantees may be in the form of cash, a letter of credit (LOC), or through issuance of a bond in favor of the City.

The Performance Agreement details the specific improvements that the financial guarantee is covering, and outline the terms under which the financial guarantees may be released or reduced by the City. Typical improvements included are site grading, landscaping, sodding, irrigation, curb and gutter, stormwater, sidewalks, ADA ramps, fencing, rooftop screening, trash enclosures, and erosion control during construction.

These are items that are at a greater risk of being left incomplete at the time a developer is seeking a certificate of occupancy (CO), and thus the financial guarantee assures that they are completed, even after a CO is issued. In the event the developer defaults and a project is abandoned, the City may also use the financial guarantee to ensure that the site is safe and secure.

For performance agreements that predate 2017, City Council action is required to reduce or release the financial guarantee. Past practice has been to hold the guarantees until property owners have requested them, thus the City is often in possession of financial guarantees that have long since been satisfied.

City staff has been in touch with representation from Frana Companies regarding a Site Improvement Bond (Bond No. 41BCSHG3231) in place since November 15, 2016 for the Sanctuary at Brooklyn Center project, which was approved under Planning Commission Application No. 2016-001 and City Council Resolution No. 2016-19 (*Resolution Regarding the Disposition of Planning Commission Application No. 2016-001, Submitted by SCA Properties, LLC Requesting Approval of a Planned Unit Development Amendment and Site and Building (Development) Plan Approval for the Sanctuary of Brooklyn Center, the 158-Unit Senior Assisted Living Housing Project)*, for the property located at 6121 Brooklyn Boulevard. The request from

them is to release the $50,000.00 site improvement bond that was intended to cover certain utilities, walkways, and road access improvements related to this development.

All of the required work has been completed as part of the approved plans and any conditions related to that approval; therefore, City staff is seeking authorization from the City Council to release the aforementioned financial guarantee in full.

**Budget Issues:**

None to consider at this time.

**Inclusive Community Engagement:**

**Antiracist/Equity Policy Effect:**

**Strategic Priorities and Values:**

Targeted Redevelopment

**ATTACHMENTS:**

| Description | Upload Date | Type |
|---|---|---|
| Resolution - Accepting Work Performed and Authorizing the Release of Funds for a Certain Financial Guarantee Being Held by the City of Brooklyn Center (The Sanctuary at Brooklyn Center/Frana Companies, Inc.) | 10/18/2021 | Resolution Letter |

Member introduced the following resolution and moved its adoption:

RESOLUTION NO.

RESOLUTION ACCEPTING WORK PERFORMED AND AUTHORIZING THE RELEASE OF FUNDS FOR A CERTAIN FINANCIAL GUARANTEE BEING HELD BY THE CITY OF BROOKLYN CENTER (THE SANCTUARY AT BROOKLYN CENTER/FRANA COMPANIES, INC.)

WHEREAS, the City requires, as a condition of approval for certain planning applications, that the Applicant enter into a Performance Agreement and submit a financial guarantee to be held by the City so as to ensure certain site improvements are completed according to the approved plans and in a timely manner; and

WHEREAS, the Performance Agreement details the specific improvements that are included, and outline the terms under which the financial guarantee may be released or reduced by the City; and

WHEREAS, the City Council may release financial guarantees upon accepting work performed, or reduce a financial guarantee based on the amount of improvements left incomplete; and

WHEREAS, the City has received a request from representatives of Frana Companies, Inc. for the full release of a certain financial guarantee in the amount of $50,000.00 (Site Improvement Bond No. 41BCSHG3231) relating to the Sanctuary at Brooklyn Center, which was approved under Planning Commission Application No. 2016-001 and City Council Resolution No. 2016-19 (*Resolution Regarding the Disposition of Planning Commission Application No. 2016-001, Submitted by SCA Properties, LLC Requesting Approval of a Planned Unit Development Amendment and Site and Building (Development) Plan Approval for the Sanctuary of Brooklyn Center, the 158-Unit Senior Assisted Living Housing Project)*, and for the property located at 6121 Brooklyn Boulevard; and

WHEREAS, City staff has inspected the property for compliance with the Performance Agreement and associated site improvement bond, of which outlines certain utility, walkway, and road access improvements, and has determined that all required site improvements have been completed and all conditions of the Performance Agreement have been fulfilled.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Center, Minnesota, that it hereby approves and accepts all of the work required to be undertaken, and agrees to release any remaining amounts of financial guarantee as it relates to the Sanctuary at Brooklyn Center project, approved under Planning Commission Application No. 2016-003.

RESOLUTION NO.

October 25, 2021 _____
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.

# Council Regular Meeting

DATE: 10/25/2021

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: N/A
BY: Andy Splinter, Interim Finance Director

SUBJECT: Setting a Public Hearing on Proposed Utility Rates for 2022

**Requested Council Action:**

*- Motion to approve setting a public hearing on proposed utility rates for 2022*

**Background:**

At the October 18, 2021 joint work session of the City Council and Financial Commission, staff presented the expected expenditures for operation of the City's utility services for 2022. The expenditures include total direct and indirect costs including depreciation of capital assets and administrative costs. Along with those costs are projections of the revenues needed for 2022 and for the next fifteen years to keep operations running smoothly and fund the infrastructure improvements needed in each of the utility systems. The cash flow analysis for each of the five utilities indicate anticipated rate changes necessary to maintain sufficient cash balances during the construction of the utility improvements associated with the City's 15-year Capital Improvement Plan (CIP).

For 2022, rate increases are proposed Water, Sanitary Sewer and Storm Sewer in order to maintain cash reserves, fund normal operations, pay for debt service and finance infrastructure improvements. Rates for the various utilities for 2022 are shown in comparison to 2021 below:

| Fund | Description | 2021 Rate | 2022 Rate | Change |
|---|---|---|---|---|
| **Water** | Base Charge - Residential (quarterly) | $17.44 | $19.01 | $1.57 / quarter |
| Consumption Charge - Residential Meters | Tier I (0 - 30 gallons) | $2.91 | $3.17 | $0.26 / 1,000 gallons |
| | Tier II (31 - 60 gallons) | 3.62 | 3.95 | $0.33 / 1,000 gallons |
| | Tier III (61 and greater) | 5.41 | 5.90 | $0.49 / 1,000 gallons |
| Consumption Charge - Non-residential | (Per 1,000 gallons) | $3.84 | $4.18 | $0.34 / 1,000 gallons |
| **Sanitary Sewer** | Base Charge (quarterly) | $93.59 | $98.27 | $4.68 / quarter |
| Consumption Charge - Non-residential | (Per 1,000 gallons) | $3.95 | $4.15 | $0.20 / 1,000 gallons |
| **Storm Sewer** | Base Charge (quarterly) | $15.52 | $15.52 | $0.45 /quarter |
| **Street Light** | Base Charge (quarterly) | $6.55 | $6.55 | No change |
| **Recycling** | Base Charge (quarterly) | $11.98 | $11.98 | No change |

The quarterly utility bill for a household using 18,000 gallons of water (considered the typical residential user) is shown in comparison to 2021 rates as follows:

| Fund | 2021 Bill | 2022 Bill | $ Change/quarter |
|---|---|---|---|
| **Water** | $69.82 | $76.07 | $6.25 |
| **Sanitary Sewer** | 93.59 | 98.27 | 4.68 |
| **Storm Sewer** | 15.52 | 15.98 | 0.45 |
| **Street Light** | 6.55 | 6.55 | - |
| **Recycling** | 11.98 | 11.98 | - |
| **Total** | $197.46 | $208.85 | $11.39 |

City Code sections 11.02 and 11.06 require a notice and hearing prior to the City Council setting new utility rates. The Public Hearing Notice will be published in the Brooklyn Center Post. A copy of the notice has been attached.

**Budget Issues:**

The proposed rates would become effective on January 1, 2022.

**Inclusive Community Engagement:**

**Antiracist/Equity Policy Effect:**

**Strategic Priorities and Values:**

Safe, Secure, Stable Community

**ATTACHMENTS:**

| Description | Upload Date | Type |
|---|---|---|
| Notice of Public Hearing | 10/19/2021 | Exhibit |

**CITY OF BROOKLYN CENTER**
**NOTICE OF PUBLIC HEARING ON PROPOSED MODIFICATIONS TO UTILITY FEE SCHEDULES**

Notice is hereby given that a public hearing will be held on the 22nd day of November 2021, at 7 p.m. or as soon thereafter as part of the regular City Council meeting. The WebEx meeting can be accessed electronically by `(link)`

We strongly encourage you to forward your comments and questions to the City Clerk at bsuciu@ci.brooklyn-center.mn.us or by phone at 763-569-3306.

These proposed fee schedules are now on file at City Hall and open to public inspection. Written or oral comments to the proposed rates will be considered at this meeting.

Auxiliary aids for persons with disabilities are available upon request at least 96 hours (4 days) in advance of the hearing. Please contact the City Clerk at 763-569-3300 to make arrangements.

_____

Barb Suciu, City Clerk
By order of the City Council

Published in the Brooklyn Center Post on November 4, 2021.

# Council Regular Meeting

DATE: 10/25/2021

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: N/A
BY: Andy Splinter, Interim Finance Director

SUBJECT: Resolution Approving Transfer of Funds to Create Beautification Capital Project Fund

**Requested Council Action:**

*- Motion to approve a resolution approving transfer of $50,000 from the Capital Improvement Fund and $50,000 from the Street Reconstruction fund for creation of a Beautification Capital Project Fund.*

**Background:**

In order to address the Council Strategic Priority of Enhanced Community Image, staff is proposing a one-time transfer of capital project funds for the creation of a Beautification Capital Project Fund. We are requesting $50,000 from both the Capital Improvement Fund and the Street Reconstruction Fund. These initial transfers are intended to fund these initial Beautification projects while a recurring funding source is researched and established. This fund will not be used for personnel, supplies, or other operation expenditures. It will solely be used for design, installation, etc., of public art and beautification projects.

**Budget Issues:**

This will create a new Capital Project fund in the 2022 Budget.

**Inclusive Community Engagement:**

**Antiracist/Equity Policy Effect:**

**Strategic Priorities and Values:**

Enhanced Community Image

**ATTACHMENTS:**

| Description | Upload Date | Type |
|---|---|---|
| Resolution | 10/19/2021 | Resolution Letter |

Member introduced the following resolution and moved its adoption:

RESOLUTION NO. _____

RESOLUTION APPROVING A TRANSFER OF FUNDS FROM THE CAPITAL IMPROVEMENT AND STREET RECONSTRUCTION FUNDS FOR CREATION OF A NEW BEAUTIFICATION CAPITAL PROJECT FUND

WHEREAS, the City Council of the City of Brooklyn Center has adopted a strategic priority of Enhanced Community image; and

WHEREAS, the City Council has been presented with a budget for 2022 that includes the creation of a new Beautification Fund with an initial budget of $100,000

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Center, that a transfer of $50,000 be made from both the Capital Improvement Fund and the Street Reconstruction Fund.

October 25, 2021
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.

# Council Regular Meeting

DATE: 10/25/2021

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

SUBJECT: Proclamation Declaring October 25, 2021, to be Designated as Random Acts of Kindness Day

**Requested Council Action:**

*- Motion to Adopt a Proclamation Declaring October 25, 2021, to be Designated as Random Acts of Kindness Day.*

*- Council members will take turns reading nominations*

**Background:**

The City of Brooklyn Center has celebrated Random Acts of Kindness since 1997. Each year the nominees by the City Council at this second meeting in October. The attached proclamation encourages residents to celebrate Random Acts of Kindness.

**Budget Issues:**

There are no budget issues to consider.

**Inclusive Community Engagement:**

**Antiracist/Equity Policy Effect:**

**Strategic Priorities and Values:**

Enhanced Community Image, Operational Excellence

**ATTACHMENTS:**

| Description | Upload Date | Type |
|---|---|---|
| Proclamation | 10/18/2021 | Proclamation |
| Presentation | 10/20/2021 | Presentation |

City of Brooklyn Center

# *Proclamation*

## *DECLARING OCTOBER 25, 2021, TO BE DESIGNATED AS RANDOM ACTS OF KINDNESS DAY*

*WHEREAS, Random Acts of Kindness are the expression of our empathy and compassion for one another; and*

*WHEREAS, the daily acts of kindness of most of the citizens of Brooklyn Center often go unrecognized; and*

*WHEREAS, by recognizing these daily acts of kindness, all citizens of Brooklyn Center will become more aware of the importance of being kind to others throughout the year; and*

*WHEREAS, the City of Brooklyn Center celebrated the first Random Acts of Kindness in 1997, and is celebrating its 25th Annual Random Acts of Kindness by encouraging schools, employees, and community groups to participate in Random Acts of Kindness.*

*NOW, THEREFORE, I, AS MAYOR OF THE CITY OF BROOKLYN CENTER, State of Minnesota, with the consent and support of the Brooklyn Center City Council, do hereby proclaim October 25, 2021, to be Random Acts of Kindness Day and urge all residents of the City of Brooklyn Center to join in celebrating and performing Random Acts of Kindness.*

*October 25, 2021*
*Date*

_____
*Mayor*

*Council Members*

_____

_____

_____

_____

*ATTEST:*_____
*City Clerk*

BROOKLYN CENTER
AT THE CENTER

# Random Acts of Kindness

City Council Meeting, October 25, 2021
Barb Suciu, City Clerk

## Random Acts of Kindness program

- Random Acts of Kindness program was established in 1997 and this year marks the 25 anniversary for the Brooklyn Center Random Acts of Kindness program.
- The focus of Random Acts of Kindness is to honor Brooklyn Center residents and/or groups who demonstrate acts to make our community a wonderful place to live and work.

# Tom Green
## nominated by Grace Green

- Tom has engaged in too many selfless acts to list, so I have chosen just one. Tom spends a generous amount of his time cleaning the city parks and streets. He picks up garbage, and cleans graffiti off the sidewalks, buildings, benches, garbage receptacles, fences, light posts, and other public structures. He has been a Brooklyn Center for over 60 years and has always been focused on keeping our city clean and safe.

3

# Diane Sannes
## nominated by Allan Hancock

- In July 2021, Diane heard of the process to apply for a grant through Hennepin County for American Rescue Plan Food Insecurity (ARP) funds. Over $15,000 was awarded in the grant to provide food for our school students. In October, $7,500 of food was delivered to 15 area schools and another 270 cases of food will be delivered to schools in November.

4

# Nicoshia Wynn
## nominated by Denise Anderson

- Nicoshia has been Denise's neighbor for 10+ years and has always been a selfless person; this past summer Nicoshia was a need in the community to provide affordable academic and enrichment summer programming for families. Nicoshia started a non-profit called Relentless Academy and implemented a tuition free 10 week SMART (Science, Math, Art, Reading, Technology) summer program for families in the community.
- Through her non-profit she ensured that families and students were prepared for school by giving away 200 backpacks filled with school supplies.
- Nicoshia has a drive for to make a difference for youth and for the BC Community.

5

# Brooklyn Center Mutual Aid Group
## nominated by Melissa Carey

- The BC Mutual Aid Group and Protestor Safety Group was made up of residents of Brooklyn Center and many folks who are invested in BC but don't live here. The residents were Matt Branch, Adrianne Gould, Alfreda Daniels.

6

# Phillip Musa
## nominated by John Solomon

- Phillip owns and operates 'The Handz On' barber shop in the Humboldt Square Plaza where he not only provides a service but he uses his location as a connection to a diversity of needs. Many stop in to attain information on important things to know about our community and to advise him of issues and concerns. He assists those in need with food and other resources. Many people stop in just to drop off things that others may need so that he can disperse them to families in need. He has been known to give free haircuts to men who need to look appropriate while going to job interviews. This summer, he collected and gave out free children's books to families and collaborated on a block party to promote safety, resources and support for businesses in Humboldt Square Plaza. Everyday he shows the spirit of what we want to see in Brooklyn Center and what we need to promote unity as a city as we learn to celebrate diversity, inclusion, and the great things we can do together to be even greater as a city.

7

# Diane/Darryl Sannes
## nominated by Allan Hancock

- Neighbors have picked up hundreds of pounds of waste in 2021 along the Mississippi River. CLEAN IT UP!
- Diane is also very active in keeping the storm drains clear so only rain water goes down the drain.

8

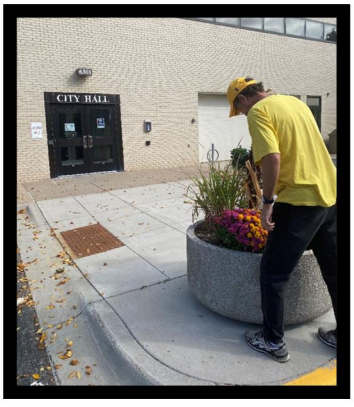
# Kathy and Don Winn
## nominated by Ginny Exel

- Kathy and Don Winn have helped many friends, neighbors, church members, and anyone who has special needs.
- When Ginny hurt her back, they brought over a cane, walker, and food.
- At church, they serve on the council, choir, and in the kitchen for funerals.
- When people are ailing, the Winn's have ran errands to help out.



# Darryl Sannes
## nominated by Allan Hancock

- Over Labor Day weekend, the planters infront of City Hall were freshened up by Darryl Sannes. He has since been watering them daily so residents, visitors, and city employees can enjoy these flowering plants as they are welcomed to our Brooklyn Center City Hall.



# Lucinda Kircher
## nominated by Danna Mickelson

- The three big planters to the entrance to the Community Center needed major attention. Lucinda not only took the time to remove all the weed that had taken over the planters, she also planted a variety of flowering plants to beautify the sidewalk to the entrance!
- Thank you Lucinda.



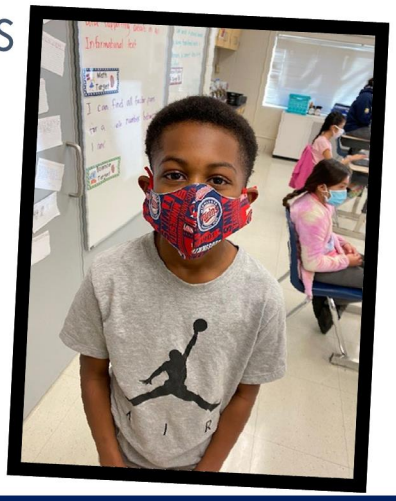
# Prophetess Victoria Toure
## nominated by Jacquline Kofa Swen

- Victoria Toure is always donating food and clothes to shelters and the homeless on the roadside. She not only gives food but she also donates blankets and hygiene supplies as well. I believe she deserves this award because she has left an impact on the people around her.

# Lois Purdham-Kidane, BUMC

## nominated by Diane Sannes

- Garden City Elementary School in the Osseo School District had a need for face masks for young children, members of the Brooklyn United Methodist Church immediately offered 125 homemade masks. The sewers at church were Lois, Alice, Carol, Diane, Jill, Kathy, Ann, and others kept making masks and were able to deliver another 100 masks fall of 2021.



13

# Apostle Samuel Toure

## nominated by Chinto Cooper, Maureen Watson, and Georgia Toe

- Mr. Toure has fed and clothed the homeless for years. He cares for everyone around him and he is willing to go above and beyond for anyone at any time.
- Mr. Toure has helped me when my car broke down multiple times. He would jump start my car multiple times. He assisted us moving into our new apartment. He always put other's needs before his own.

14

# Leon Shannon
## nominated by Ken Shallbetter

- I was out in front of my house using a 5-gallon bucket to assist me kneeling down onto a cushion to pull some weeds. While getting up, either my hand slipped or the bucket twisted and I fell head first into a wooden flower box. My glasses went flying as a result of my face hitting the edge of the planter. I tried to get up but to no avail. My cellphone was in the garage. My wife noticed me and ran and got Mr. Shannon, my neighbor, who helped lift me back into my walker and stayed with me until I was able to move on my own.

15

# Allan and Darnell Hancock
## nominated by Darryl Sannes

- Allan and Darnell helped remove litter from the banks of the Mississippi River in Brooklyn Center. Cleaning the riverbank is hard work as there is much trash and litter during the springtime high water.

16

# Pastor Moore
## nominated by Diane Sannes

- In April 2021, Pastor Moore led the community in the "Prayer for Healing" event.

# Brooklyn Center Cub Foods
## nominated by Friends of the Brookdale Library

- Over 270 cases of food funded by Hennepin County ARP Funds were ordered from the Brooklyn Center Cub with the assistance of Store Manager Jamar Hester and Assistant Store Director Dave Boudin. The BC Cub staff provided food items at the best price so more product could be purchased. Cub staff also helped delivered the food cases to areas schools.

pictured: Jake, Jamar and Dave

# Brooklyn Center Lions Club
## nominated by Friends of Brookdale Library

- Over 270 cases of food were delivered to six (6) area schools by Brooklyn Center Lions Club. Seen here are Bud and Barb Sorenson at Northport Elementary Schools. Thank you BC Lions Club.

19

# Brooklyn Center Liquor Store Employees nominated by Bobby LaRose

- This summer the employees at the Brooklyn Center Liquor Stores raised money from kind donations from customers for the Brooklyn Center Fire Department. Donations will go to outfitting firefighters with bullet proof vests. Employees were able to raise $1,671.60 and other local businesses donated a total of $32,500 for a grand total of $34,171.60. This will buy 38 vests to keep our firefighters out there. Great job BC Liquor!

BROOKLYN CENTER LIQUOR
Celebrate Responsibly at the Center

20

# Einstein Bagels Store Manager Reece Gopaul nominated by Diane Sannes

- Einstein Bagels Store Manager Reece Gopaul donates its end of the day bagels to local non-profits. Thank you Reece and Crew!

21

# Congratulations to the 2021 Random Acts of Kindness recipients

22

# Council Regular Meeting

DATE: 10/25/2021

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

SUBJECT: Brooklynk Program Update and Annual Overview

**Requested Council Action:**

*- Motion to accept the Brooklynk progam overview and update presentation from Catrice O'Neal, Brooklynk Program Manager*

**Background:**

The Brooklynk Program Manager will present an annual review of the Brooklynk Program and discuss future plans to expand the workforce development work between Brooklyn Center and Brooklyn Park.

Attached is a program update and a memo that was presented to the Brooklyn Park EDA on October 14, 2021.

**Budget Issues:**

There are no budget issues to consider at this time.

**Inclusive Community Engagement:**

**Antiracist/Equity Policy Effect:**

Brooklynk is a workforce development program that targets under represented youth and provides work readiness training, paid internships, networking, and college mentoring. It is intended to narrow the college and career gap that exists between white youth and youth of color.

**Strategic Priorities and Values:**

Resident Economic Stability

**ATTACHMENTS:**

| Description | Upload Date | Type |
|---|---|---|
| Brooklynk Status Update | 10/18/2021 | Backup Material |
| October 14, 2021 Memo to Brooklyn Park EDA | 10/18/2021 | Backup Material |

**WORKFORCE DEVELOPMENT:**

BrookLynk ended the 2020-21 program year on August 20th. Over the last year BrookLynk served over 400 youth through its Get Ready! work readiness training, summer internship program, and 6-week online training series. In its fourth year directed by the cities of Brooklyn Park and Brooklyn Center BrookLynk successfully matched 97 youth to summer internships across sixteen employer partners including Topline Federal Credit Union, Second Harvest Heartland, Osseo Area Schools, North Hennepin Community College, MN Trades Academy, Hennepin Technical College, Hennepin County, Cummins Power Systems, City of Golden Valley, City of Brooklyn Park, City of Golden Valley, City of Brooklyn Park, Brooklyn Center Community Schools, Brooklyn Bridge Alliance for Youth, Boston Scientific, Accraply, and Paadio Consulting.

This fall in partnership with Rec and Parks BrookLynk is launching a 6-week youth entrepreneurship program hosted at Zanewood Recreation Center. This program will introduce BIPOC identified youth and young adults 16-24 to business and entrepreneurship as a career pathway while empowering youth with self-identified interest in being a part of a small business and/or starting their own business to discover their natural talents, strengths, and interests. Over the last month staff have been out in the community recruiting youth and young adults who live in the Lakeland and Village Creek neighborhoods, Huntington Place, Edin Park Apartments, and Brooklyn Center Early College Academy. This program is geared towards higher barrier youth and young adults.

**MEMORANDUM**

**DATE:** October 14, 2021

**TO:** EDA Commissioners

**FROM:** Catrice O'Neal, BrookLynk Program Manager

**CC:** Kim Berggren, Executive Director
Breanne Rothstein, Economic Development and Housing Director

**SUBJECT:** Workforce Development Update

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**Overview:**

BrookLynk Youth Employment Program delivers employment and training services to youth who live or attend school in Brooklyn Park and Brooklyn Center in partnership with school districts, community organizations, and local government. Launched in 2015 using positive youth development practices BrookLynk coordinates annually the Get Ready! work readiness training, a youth job fair, summer internships, professional development workshops, employer/supervisor training, and more! The program primarily serves youth and young adults between the ages of 14 and 24 who live or attend school in Brooklyn Park and Brooklyn Center with barriers to employment. BrookLynk staff provide program participants with one-on-one job coaching, connections to jobs and networking opportunities, and resource referrals to enhance their college and career pathways.

***2021 Brooklynk Program Highlights***

In its fourth year directed by the cities of Brooklyn Park and Brooklyn Center, BrookLynk has been awarded a federal Workforce Innovations and Opportunities Act (WIOA) grant through the Hennepin-Carver Workforce Board expanding the programs reach providing services to youth and young adults ages 14-24. In 2021 BrookLynk served over 400 youth through its Get Ready! work readiness training, summer internships, and 6-week online training series and provided enhanced alumni services including one-on-one job coaching, an improved job board, and talent attraction and recruitment strategies to increase connections between BrookLynk alumni and local employers. In 2021 BrookLynk has also been awarded a Minnesota Youth Programs Grant through Hennepin County and a Department of Employment and Economic Development (DEED) Youth at Work grant through the state. BrookLynk continues to be a successful program contributing to the region's youth workforce development outcomes and innovative strategies towards connecting diverse talent to employment opportunities in the Brooklyns.

***Workforce Development***

The EDA has been successful at securing grants from the State and Hennepin County to fund its workforce development initiatives. Staff is projecting $450,000 or more in grant revenue in

2022 to support this work, not including the proposed American Rescue Plan (ARP) allocation. To date, the focus has been on running the BrookLynk program jointly with Brooklyn Center. Staff is proposing adding two staff people to the workforce team, bringing the team from four to six employees. This larger team would be able to add programming that complements BrookLynk, including:

- Expansion of alumni services to expand the jobs board and develop a talent agency format for connecting alumni with permanent jobs with employer partners
- Youth Entrepreneurship (proposed to be funded with ARP)
    - This program will be delivered in partnership with Rec and Park staff and will introduce higher barrier youth and young adults to business and entrepreneurship. The participants will be supported work readiness training, small business workshops, job coaching, paid internships, and small business start-up grants.
- Career Pathways – Construction & Trades Employment Pipeline (proposed to be funded with ARP)
    - This program will connect local job seekers to in demand high wage employment opportunities to re-employ residents who have been underemployed or have experienced job loss. Participants will be supported with skills training, internships/apprenticeships, and job placement in construction and trades or related fields.
- Community partnership sub-grants (proposed ARP and EDA funding)
    - The workforce team would assist with administering the sub-granting of ARP and EDA funds to workforce development partners in alignment with the recently approved Community Partnership Program guidelines. Recent examples of this work include the EDA's 2021 partnerships the Organization of Liberians of Minnesota and the Liberian Business Association to deliver specialized workforce development training.

This proposed expansion of workforce development activities requires the allocation of approximately $600,000 in ARP funds annually. If ARP funds are not allocated, the workforce team would include five people and the first two programs above would not move ahead unless other grant funds were secured.

**Attachments:** N/A

# Council Regular Meeting

DATE: 10/25/2021

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: Mike Marsh, Acting Public Works Director
BY: Mike Albers, P.E., City Engineer

SUBJECT: Resolution Ordering Improvements and Authorizing Preparation of Plans and Specifications for Improvement Project Nos. 2022-01, 02, 03 and 04, Woodbine Area Street and Utility Improvements

**Requested Council Action:**

*- Motion to approve a resolution ordering the Woodbine Area Street and Utility Improvements, Improvement Project Nos. 2022-01, 02, 03, and 04 and authorizing preparation of project plans and specifications.*

**Background:**

A public hearing is scheduled on October 25, 2021 to consider ordering improvements and authorize preparation of plans and specifications for Improvement Project Nos. 2022-01, 02, 03 and 04. 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 assessment public hearing to consider certification of proposed special assessments for street and storm drainage improvements for Improvement Project No. 2022-01 will be held on December 13, 2021. A separate Notice of Public Hearing on proposed special assessments will be sent to properties that are proposed to be assessed in November 2021.

***I. Explanation of Improvements***

The proposed project includes roadway, storm drainage and utility improvements for the residential neighborhood area commonly referred to as the Woodbine Area. The project was previously established by the City Council on July 12, 2021, by Resolution 2021-85. On September 27, 2021, the City Council received the project feasibility report and called for a public hearing to be held on October 25, 2021, to consider these improvements.

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

1. **Street Improvements** – Partial street reconstruction which includes full depth pavement replacement, miscellaneous repairs of concrete curb and gutter and driveway aprons, miscellaneous repairs of sidewalk and boulevard restoration. The existing concrete sidewalks within the project area on 72nd Avenue, Halifax Avenue, Noble Ave and Woodbine Lane will be repaired as needed or as impacted by utility replacements. A new 6 foot wide sidewalk is proposed along the north side of 71st Avenue from Halifax Avenue to France Avenue. New 6 foot wide sidewalks are proposed along the west side of Halifax Avenue from Woodbine

Lane to 73rd Avenue, the north side of 73rd Avenue from Halifax Avenue to France Avenue, and the east side of Noble Avenue from Woodbine Lane to Noble Court is being considered conditioned on agreement with the City of Brooklyn Park.

2. **Storm Drainage Improvements -** The recommended storm sewer improvements include replacing catch basin castings as necessary within the project areas.
3. **Sanitary Sewer Improvements** - The recommended sanitary sewer improvements includes lining all the existing vitrified clay pipe (VCP) sanitary sewer trunk lines and replacing manhole castings and lids as necessary within the project areas.
4. **Water Main Improvements** - The recommended water main improvements include replacement of all of the existing valves and hydrants, adjusting gate valve castings as impacted, replace all of the curb stops within the project area and insulating 6 water services that have been susceptible to freezing in the past.

***II. Summary of Assessments***

Special assessments are proposed as one of several funding sources for the improvements located within the Woodbine Area. The 2022 special assessment rates for street and storm drainage improvements will be established in accordance with the City's Special Assessment Policy. The 2022 rates are anticipated to be established by the City Council on November 8, 2021.

The feasibility report includes a preliminary assessment roll identifying approximately 243 residential properties that are zoned "R1" and 3 church properties that are zoned "R1". See attached Appendix B–Pending Assessment Roll and Figure 8–Assessment Map from the project feasibility report. The special assessments will not exceed the amounts on the attached special assessment roll.

<u>Assessments for Partial Street Reconstruction (Full Depth Pavement Replacement)</u>

Special assessments for non-subdividable single-family residential properties that are zoned R1 were calculated at full unit assessment rates of $3,777 for street improvements. Other R1 zoned properties that are larger than the standard single-family lot were assessed based on computing a maximum number of subdividable lots times the full R1 unit assessment amount for street improvements.

***III. Public Comments***

Public comments received prior to the approval of the feasibility report were included in the Feasibility Report (Appendix A). Subsequently, additional public comments were received, including a letter from 7201 Halifax Avenue on 10/14/21. This information is attached as amended Appendix A-Resident Comments and includes all additional comments received subsequent to the September 27, 2021, council meeting.

***IV. 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 2021. 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 proposed street and utility improvements are included in the 2022 Capital Improvement Program for the City of Brooklyn Center. The total project cost is estimated to be $7,000,000. Funding sources for the project are budgeted from sources as described in the project feasibility report previously accepted by the City Council on September 27, 2021. The funding source amounts that were included in the September 27,

2021 Feasibility Report are listed below:

| | |
|---|---|
| Special Assessments | $959,358.00 |
| Sanitary Sewer Utility Fund | $990,000.00 |
| Water Utility Fund | $1,700,000.00 |
| Storm Drainage Utility Fund | $850,000.00 |
| Street Light Utility Fund | $20,000.00 |
| Street Reconstruction Fund | $2,280,642.00 |
| Municipal State Aid Fund | $200,000.00 |
| Total | $7,000,000.00 |

**Inclusive Community Engagement:**

N/A

**Antiracist/Equity Policy Effect:**

N/A

**Strategic Priorities and Values:**

Key Transportation Investments

**ATTACHMENTS:**

| Description | Upload Date | Type |
|---|---|---|
| Resolution | 10/18/2021 | Cover Memo |
| Assessment Map | 10/18/2021 | Cover Memo |
| Proposed Draft Levy Roll | 10/18/2021 | Cover Memo |
| Feasibility Report | 10/18/2021 | Cover Memo |
| 7201 Halifax Avenue_Notice of Objection to Project and Special Assesment | 10/18/2021 | Cover Memo |

Member introduced the following resolution and moved its adoption:

RESOLUTION NO._____

RESOLUTION ORDERING IMPROVEMENTS AND AUTHORIZING PREPARATION OF PLANS AND SPECIFICATIONS FOR IMPROVEMENT PROJECT NOS. 2022-01, 02, 03 AND 04, WOODBINE AREA STREET AND UTILITY IMPROVEMENTS

WHEREAS, the Brooklyn Center City Council on July 12, 2021, authorized consideration of street, storm drainage and utility improvements in the area generally described as "Woodbine Area", more specifically described as follows: 71st Avenue N from France Avenue N to Major Avenue N; 72nd Avenue N from France Avenue N to Halifax Avenue N; 72nd Avenue N from Major Avenue N to Noble Avenue N; 73rd Avenue N from France Avenue N to Halifax Avenue N; Grimes Avenue N from 71st Avenue N to 73rd Avenue N; Halifax Avenue N from 71st Avenue N to 73rd Avenue N; Indiana Avenue N from 71st Avenue N to Woodbine Lane; June Avenue N from 71st Avenue N to Woodbine Lane; Kyle Avenue N f from 71st Avenue N to the north city limit; Lee Avenue N from 71st Avenue N to Woodbine Lane; Major Avenue N from 71st Avenue N to Woodbine Lane; Noble Avenue N from Brooklyn Boulevard to the north city limit; Wingard Lane from Noble Avenue N to Brooklyn Boulevard; and Woodbine Lane from Halifax Avenue N to Noble Avenue N; and

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 27, 2021, adopted a resolution setting a date for a public hearing regarding the proposed improvements for the Woodbine Area; and

WHEREAS, ten days published notice of hearing was given and the hearing was held on October 25, 2021, 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 25, 2021, 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 $959,358.00; and

RESOLUTION NO._____

WHEREAS, the City Engineer 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 Nos. 2022-01, 02, 03 and 04, Woodbine Area Street, Storm Drainage and Utility Improvements, are hereby ordered and the City Engineer 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 25, 2021 _____
Date

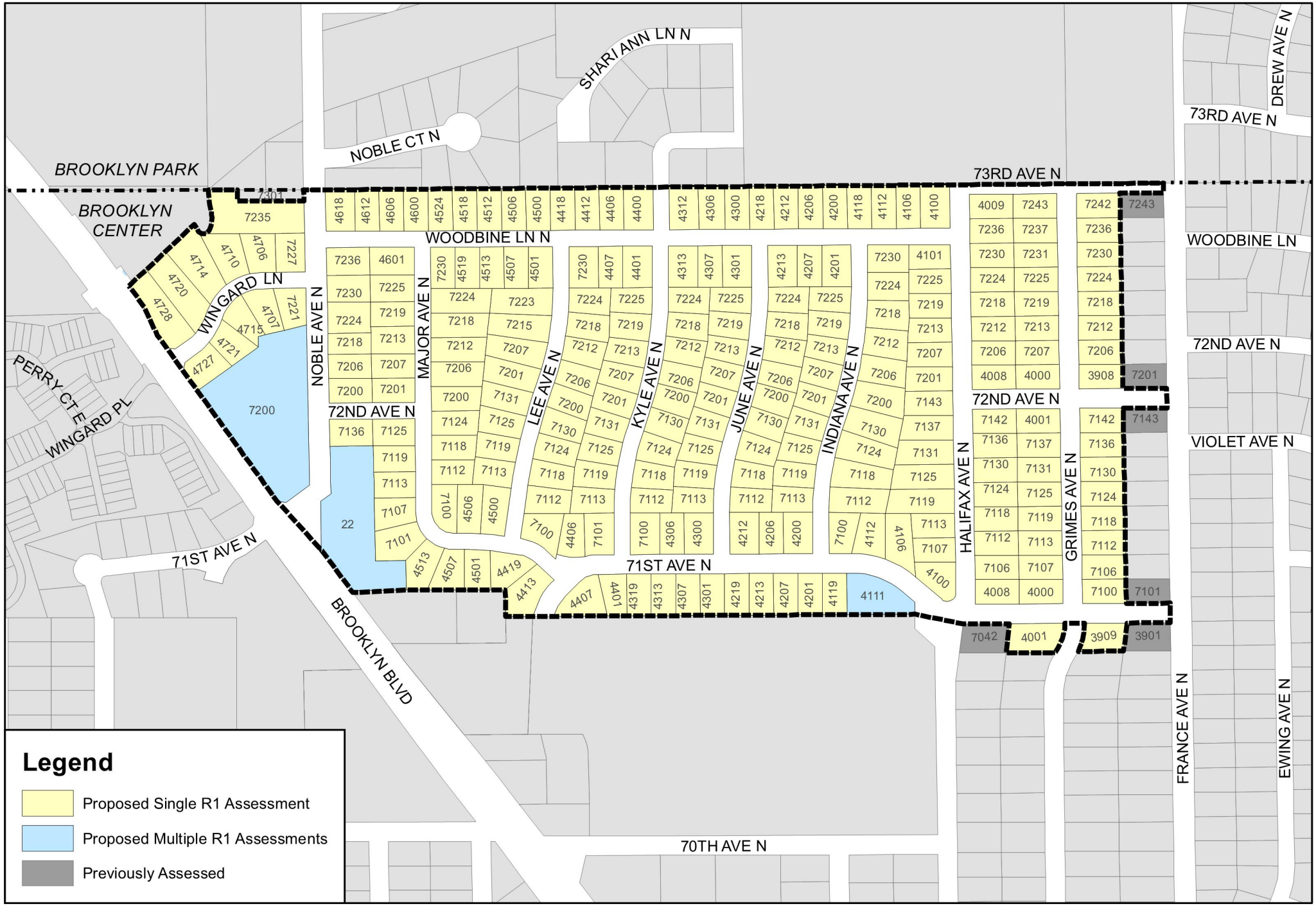
_____
Mayor

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.




# Assessment Map
## Woodbine Area Street and Utility Improvements

Figure 8

**CITY OF BROOKLYN CENTER PROPOSED PENDING ASSESSMENT ROLL**
**September 20, 2021**
**2022 WOODBINE AREA IMPROVEMENTS**
**IMPROVEMENT PROJECT NO. 2022-01**

DRAFT

| PROPERTY ID | HOUSE | STREET NAME | LEVY# | STREET | NOTES |
|---|---|---|---|---|---|
| 2711921340081 | 3909 | 71st AVE N | | $ 3,777.00 | R1 |
| 2711921310040 | 4000 | 71st AVE N | | $ 3,777.00 | R1 |
| 2711921340023 | 4001 | 71st AVE N | | $ 3,777.00 | R1 |
| 2711921310041 | 4008 | 71st AVE N | | $ 3,777.00 | R1 |
| 2711921310078 | 4100 | 71st AVE N | | $ 3,777.00 | R1 |
| 2711921310099 | 4106 | 71st AVE N | | $ 3,777.00 | R1 |
| 2711921310121 | 4111 | 71st AVE N | | $ 7,554.00 | Subdividable R1 = 2 equivalent parcels |
| 2711921310098 | 4112 | 71st AVE N | | $ 3,777.00 | R1 |
| 2711921310122 | 4119 | 71st AVE N | | $ 3,777.00 | R1 |
| 2711921310112 | 4200 | 71st AVE N | | $ 3,777.00 | R1 |
| 2711921310123 | 4201 | 71st AVE N | | $ 3,777.00 | R1 |
| 2711921310113 | 4206 | 71st AVE N | | $ 3,777.00 | R1 |
| 2711921310124 | 4207 | 71st AVE N | | $ 3,777.00 | R1 |
| 2711921320102 | 4212 | 71st AVE N | | $ 3,777.00 | R1 |
| 2711921310125 | 4213 | 71st AVE N | | $ 3,777.00 | R1 |
| 2711921320118 | 4219 | 71st AVE N | | $ 3,777.00 | R1 |
| 2711921320116 | 4300 | 71st AVE N | | $ 3,777.00 | R1 |
| 2711921320119 | 4301 | 71st AVE N | | $ 3,777.00 | R1 |
| 2711921320117 | 4306 | 71st AVE N | | $ 3,777.00 | R1 |
| 2711921320120 | 4307 | 71st AVE N | | $ 3,777.00 | R1 |
| 2711921320121 | 4313 | 71st AVE N | | $ 3,777.00 | R1 |
| 2711921320122 | 4319 | 71st AVE N | | $ 3,777.00 | R1 |
| 2711921320123 | 4401 | 71st AVE N | | $ 3,777.00 | R1 |
| 2711921320016 | 4406 | 71st AVE N | | $ 3,777.00 | R1 |
| 2711921320124 | 4407 | 71st AVE N | | $ 3,777.00 | R1 |
| 2711921320062 | 4413 | 71st AVE N | | $ 3,777.00 | R1 |
| 2711921320061 | 4419 | 71st AVE N | | $ 3,777.00 | R1 |
| 2711921320031 | 4500 | 71st AVE N | | $ 3,777.00 | R1 |
| 2711921320060 | 4501 | 71st AVE N | | $ 3,777.00 | R1 |
| 2711921320032 | 4506 | 71st AVE N | | $ 3,777.00 | R1 |
| 2711921320059 | 4507 | 71st AVE N | | $ 3,777.00 | R1 |
| 2711921320058 | 4513 | 71st AVE N | | $ 3,777.00 | R1 |
| 2711921310009 | 3908 | 72nd AVE N | | $ 3,777.00 | R1 |
| 2711921310024 | 4000 | 72nd AVE N | | $ 3,777.00 | R1 |
| 2711921310033 | 4001 | 72nd AVE N | | $ 3,777.00 | R1 |
| 2711921310025 | 4008 | 72nd AVE N | | $ 3,777.00 | R1 |
| 2711921310032 | 4009 | 73rd AVE N | | $ 3,777.00 | R1 |
| 2811921410221 | 7200 | BROOKLYN BLVD | | $ 22,662.00 | Subdividable R1 = 6 equivalent parcels |
| 2711921320004 | | Address Unassigned | | $ 11,331.00 | Subdividable R1 = 3 equivalent parcels |
| 2711921310057 | 7100 | GRIMES AVE N | | $ 3,777.00 | R1 |
| 2711921310058 | 7106 | GRIMES AVE N | | $ 3,777.00 | R1 |
| 2711921310039 | 7107 | GRIMES AVE N | | $ 3,777.00 | R1 |
| 2711921310059 | 7112 | GRIMES AVE N | | $ 3,777.00 | R1 |
| 2711921310038 | 7113 | GRIMES AVE N | | $ 3,777.00 | R1 |
| 2711921310060 | 7118 | GRIMES AVE N | | $ 3,777.00 | R1 |
| 2711921310037 | 7119 | GRIMES AVE N | | $ 3,777.00 | R1 |

**CITY OF BROOKLYN CENTER PROPOSED PENDING ASSESSMENT ROLL**
**September 20, 2021**
**2022 WOODBINE AREA IMPROVEMENTS**
**IMPROVEMENT PROJECT NO. 2022-01**

DRAFT

| PROPERTY ID | HOUSE | STREET NAME | LEVY# | STREET | NOTES |
|---|---|---|---|---|---|
| 2711921310061 | 7124 | GRIMES AVE N | | $ 3,777.00 | R1 |
| 2711921310036 | 7125 | GRIMES AVE N | | $ 3,777.00 | R1 |
| 2711921310062 | 7130 | GRIMES AVE N | | $ 3,777.00 | R1 |
| 2711921310035 | 7131 | GRIMES AVE N | | $ 3,777.00 | R1 |
| 2711921310063 | 7136 | GRIMES AVE N | | $ 3,777.00 | R1 |
| 2711921310034 | 7137 | GRIMES AVE N | | $ 3,777.00 | R1 |
| 2711921310064 | 7142 | GRIMES AVE N | | $ 3,777.00 | R1 |
| 2711921310010 | 7206 | GRIMES AVE N | | $ 3,777.00 | R1 |
| 2711921310023 | 7207 | GRIMES AVE N | | $ 3,777.00 | R1 |
| 2711921310011 | 7212 | GRIMES AVE N | | $ 3,777.00 | R1 |
| 2711921310022 | 7213 | GRIMES AVE N | | $ 3,777.00 | R1 |
| 2711921310012 | 7218 | GRIMES AVE N | | $ 3,777.00 | R1 |
| 2711921310021 | 7219 | GRIMES AVE N | | $ 3,777.00 | R1 |
| 2711921310013 | 7224 | GRIMES AVE N | | $ 3,777.00 | R1 |
| 2711921310020 | 7225 | GRIMES AVE N | | $ 3,777.00 | R1 |
| 2711921310014 | 7230 | GRIMES AVE N | | $ 3,777.00 | R1 |
| 2711921310019 | 7231 | GRIMES AVE N | | $ 3,777.00 | R1 |
| 2711921310015 | 7236 | GRIMES AVE N | | $ 3,777.00 | R1 |
| 2711921310018 | 7237 | GRIMES AVE N | | $ 3,777.00 | R1 |
| 2711921310016 | 7242 | GRIMES AVE N | | $ 3,777.00 | R1 |
| 2711921310017 | 7243 | GRIMES AVE N | | $ 3,777.00 | R1 |
| 2711921310042 | 7106 | HALIFAX AVE N | | $ 3,777.00 | R1 |
| 2711921310077 | 7107 | HALIFAX AVE N | | $ 3,777.00 | R1 |
| 2711921310043 | 7112 | HALIFAX AVE N | | $ 3,777.00 | R1 |
| 2711921310076 | 7113 | HALIFAX AVE N | | $ 3,777.00 | R1 |
| 2711921310044 | 7118 | HALIFAX AVE N | | $ 3,777.00 | R1 |
| 2711921310075 | 7119 | HALIFAX AVE N | | $ 3,777.00 | R1 |
| 2711921310045 | 7124 | HALIFAX AVE N | | $ 3,777.00 | R1 |
| 2711921310074 | 7125 | HALIFAX AVE N | | $ 3,777.00 | R1 |
| 2711921310046 | 7130 | HALIFAX AVE N | | $ 3,777.00 | R1 |
| 2711921310073 | 7131 | HALIFAX AVE N | | $ 3,777.00 | R1 |
| 2711921310047 | 7136 | HALIFAX AVE N | | $ 3,777.00 | R1 |
| 2711921310072 | 7137 | HALIFAX AVE N | | $ 3,777.00 | R1 |
| 2711921310048 | 7142 | HALIFAX AVE N | | $ 3,777.00 | R1 |
| 2711921310071 | 7143 | HALIFAX AVE N | | $ 3,777.00 | R1 |
| 2711921310070 | 7201 | HALIFAX AVE N | | $ 3,777.00 | R1 |
| 2711921310026 | 7206 | HALIFAX AVE N | | $ 3,777.00 | R1 |
| 2711921310069 | 7207 | HALIFAX AVE N | | $ 3,777.00 | R1 |
| 2711921310027 | 7212 | HALIFAX AVE N | | $ 3,777.00 | R1 |
| 2711921310068 | 7213 | HALIFAX AVE N | | $ 3,777.00 | R1 |
| 2711921310028 | 7218 | HALIFAX AVE N | | $ 3,777.00 | R1 |
| 2711921310067 | 7219 | HALIFAX AVE N | | $ 3,777.00 | R1 |
| 2711921310029 | 7224 | HALIFAX AVE N | | $ 3,777.00 | R1 |
| 2711921310066 | 7225 | HALIFAX AVE N | | $ 3,777.00 | R1 |
| 2711921310030 | 7230 | HALIFAX AVE N | | $ 3,777.00 | R1 |
| 2711921310031 | 7236 | HALIFAX AVE N | | $ 3,777.00 | R1 |
| 2711921310097 | 7100 | INDIANA AVE N | | $ 3,777.00 | R1 |
| 2711921310096 | 7112 | INDIANA AVE N | | $ 3,777.00 | R1 |

**CITY OF BROOKLYN CENTER PROPOSED PENDING ASSESSMENT ROLL**
**September 20, 2021**
**2022 WOODBINE AREA IMPROVEMENTS**
**IMPROVEMENT PROJECT NO. 2022-01**

DRAFT

| PROPERTY ID | HOUSE | STREET NAME | LEVY# | STREET | NOTES |
|---|---|---|---|---|---|
| 2711921310111 | 7113 | INDIANA AVE N | | $ 3,777.00 | R1 |
| 2711921310095 | 7118 | INDIANA AVE N | | $ 3,777.00 | R1 |
| 2711921310110 | 7119 | INDIANA AVE N | | $ 3,777.00 | R1 |
| 2711921310094 | 7124 | INDIANA AVE N | | $ 3,777.00 | R1 |
| 2711921310109 | 7125 | INDIANA AVE N | | $ 3,777.00 | R1 |
| 2711921310093 | 7130 | INDIANA AVE N | | $ 3,777.00 | R1 |
| 2711921310108 | 7131 | INDIANA AVE N | | $ 3,777.00 | R1 |
| 2711921310092 | 7200 | INDIANA AVE N | | $ 3,777.00 | R1 |
| 2711921310107 | 7201 | INDIANA AVE N | | $ 3,777.00 | R1 |
| 2711921310091 | 7206 | INDIANA AVE N | | $ 3,777.00 | R1 |
| 2711921310106 | 7207 | INDIANA AVE N | | $ 3,777.00 | R1 |
| 2711921310090 | 7212 | INDIANA AVE N | | $ 3,777.00 | R1 |
| 2711921310105 | 7213 | INDIANA AVE N | | $ 3,777.00 | R1 |
| 2711921310089 | 7218 | INDIANA AVE N | | $ 3,777.00 | R1 |
| 2711921310104 | 7219 | INDIANA AVE N | | $ 3,777.00 | R1 |
| 2711921310088 | 7224 | INDIANA AVE N | | $ 3,777.00 | R1 |
| 2711921310103 | 7225 | INDIANA AVE N | | $ 3,777.00 | R1 |
| 2711921310087 | 7230 | INDIANA AVE N | | $ 3,777.00 | R1 |
| 2711921320103 | 7112 | JUNE AVE N | | $ 3,777.00 | R1 |
| 2711921320115 | 7113 | JUNE AVE N | | $ 3,777.00 | R1 |
| 2711921320104 | 7118 | JUNE AVE N | | $ 3,777.00 | R1 |
| 2711921320114 | 7119 | JUNE AVE N | | $ 3,777.00 | R1 |
| 2711921310114 | 7124 | JUNE AVE N | | $ 3,777.00 | R1 |
| 2711921320113 | 7125 | JUNE AVE N | | $ 3,777.00 | R1 |
| 2711921310115 | 7130 | JUNE AVE N | | $ 3,777.00 | R1 |
| 2711921320112 | 7131 | JUNE AVE N | | $ 3,777.00 | R1 |
| 2711921310116 | 7200 | JUNE AVE N | | $ 3,777.00 | R1 |
| 2711921320111 | 7201 | JUNE AVE N | | $ 3,777.00 | R1 |
| 2711921310117 | 7206 | JUNE AVE N | | $ 3,777.00 | R1 |
| 2711921320110 | 7207 | JUNE AVE N | | $ 3,777.00 | R1 |
| 2711921310118 | 7212 | JUNE AVE N | | $ 3,777.00 | R1 |
| 2711921320109 | 7213 | JUNE AVE N | | $ 3,777.00 | R1 |
| 2711921310119 | 7218 | JUNE AVE N | | $ 3,777.00 | R1 |
| 2711921320108 | 7219 | JUNE AVE N | | $ 3,777.00 | R1 |
| 2711921310120 | 7224 | JUNE AVE N | | $ 3,777.00 | R1 |
| 2711921320107 | 7225 | JUNE AVE N | | $ 3,777.00 | R1 |
| 2711921320097 | 7100 | KYLE AVE N | | $ 3,777.00 | R1 |
| 2711921320017 | 7101 | KYLE AVE N | | $ 3,777.00 | R1 |
| 2711921320096 | 7112 | KYLE AVE N | | $ 3,777.00 | R1 |
| 2711921320086 | 7113 | KYLE AVE N | | $ 3,777.00 | R1 |
| 2711921320095 | 7118 | KYLE AVE N | | $ 3,777.00 | R1 |
| 2711921320085 | 7119 | KYLE AVE N | | $ 3,777.00 | R1 |
| 2711921320094 | 7124 | KYLE AVE N | | $ 3,777.00 | R1 |
| 2711921320084 | 7125 | KYLE AVE N | | $ 3,777.00 | R1 |
| 2711921320093 | 7130 | KYLE AVE N | | $ 3,777.00 | R1 |
| 2711921320083 | 7131 | KYLE AVE N | | $ 3,777.00 | R1 |
| 2711921320092 | 7200 | KYLE AVE N | | $ 3,777.00 | R1 |
| 2711921320082 | 7201 | KYLE AVE N | | $ 3,777.00 | R1 |

**CITY OF BROOKLYN CENTER PROPOSED PENDING ASSESSMENT ROLL**
**September 20, 2021**
**2022 WOODBINE AREA IMPROVEMENTS**
**IMPROVEMENT PROJECT NO. 2022-01**

DRAFT

| PROPERTY ID | HOUSE | STREET NAME | LEVY# | STREET | NOTES |
|---|---|---|---|---|---|
| 2711921320091 | 7206 | KYLE AVE N | | $ 3,777.00 | R1 |
| 2711921320081 | 7207 | KYLE AVE N | | $ 3,777.00 | R1 |
| 2711921320090 | 7212 | KYLE AVE N | | $ 3,777.00 | R1 |
| 2711921320080 | 7213 | KYLE AVE N | | $ 3,777.00 | R1 |
| 2711921320089 | 7218 | KYLE AVE N | | $ 3,777.00 | R1 |
| 2711921320079 | 7219 | KYLE AVE N | | $ 3,777.00 | R1 |
| 2711921320088 | 7224 | KYLE AVE N | | $ 3,777.00 | R1 |
| 2711921320078 | 7225 | KYLE AVE N | | $ 3,777.00 | R1 |
| 2711921320015 | 7100 | LEE AVE N | | $ 3,777.00 | R1 |
| 2711921320014 | 7112 | LEE AVE N | | $ 3,777.00 | R1 |
| 2711921320030 | 7113 | LEE AVE N | | $ 3,777.00 | R1 |
| 2711921320013 | 7118 | LEE AVE N | | $ 3,777.00 | R1 |
| 2711921320029 | 7119 | LEE AVE N | | $ 3,777.00 | R1 |
| 2711921320012 | 7124 | LEE AVE N | | $ 3,777.00 | R1 |
| 2711921320028 | 7125 | LEE AVE N | | $ 3,777.00 | R1 |
| 2711921320011 | 7130 | LEE AVE N | | $ 3,777.00 | R1 |
| 2711921320027 | 7131 | LEE AVE N | | $ 3,777.00 | R1 |
| 2711921320010 | 7200 | LEE AVE N | | $ 3,777.00 | R1 |
| 2711921320026 | 7201 | LEE AVE N | | $ 3,777.00 | R1 |
| 2711921320009 | 7206 | LEE AVE N | | $ 3,777.00 | R1 |
| 2711921320025 | 7207 | LEE AVE N | | $ 3,777.00 | R1 |
| 2711921320008 | 7212 | LEE AVE N | | $ 3,777.00 | R1 |
| 2711921320024 | 7215 | LEE AVE N | | $ 3,777.00 | R1 |
| 2711921320007 | 7218 | LEE AVE N | | $ 3,777.00 | R1 |
| 2711921320023 | 7223 | LEE AVE N | | $ 3,777.00 | R1 |
| 2711921320006 | 7224 | LEE AVE N | | $ 3,777.00 | R1 |
| 2711921320005 | 7230 | LEE AVE N | | $ 3,777.00 | R1 |
| 2711921320033 | 7100 | MAJOR AVE N | | $ 3,777.00 | R1 |
| 2711921320057 | 7101 | MAJOR AVE N | | $ 3,777.00 | R1 |
| 2711921320056 | 7107 | MAJOR AVE N | | $ 3,777.00 | R1 |
| 2711921320034 | 7112 | MAJOR AVE N | | $ 3,777.00 | R1 |
| 2711921320055 | 7113 | MAJOR AVE N | | $ 3,777.00 | R1 |
| 2711921320035 | 7118 | MAJOR AVE N | | $ 3,777.00 | R1 |
| 2711921320054 | 7119 | MAJOR AVE N | | $ 3,777.00 | R1 |
| 2711921320036 | 7124 | MAJOR AVE N | | $ 3,777.00 | R1 |
| 2711921320053 | 7125 | MAJOR AVE N | | $ 3,777.00 | R1 |
| 2711921320037 | 7200 | MAJOR AVE N | | $ 3,777.00 | R1 |
| 2711921320047 | 7201 | MAJOR AVE N | | $ 3,777.00 | R1 |
| 2711921320038 | 7206 | MAJOR AVE N | | $ 3,777.00 | R1 |
| 2711921320046 | 7207 | MAJOR AVE N | | $ 3,777.00 | R1 |
| 2711921320039 | 7212 | MAJOR AVE N | | $ 3,777.00 | R1 |
| 2711921320045 | 7213 | MAJOR AVE N | | $ 3,777.00 | R1 |
| 2711921320040 | 7218 | MAJOR AVE N | | $ 3,777.00 | R1 |
| 2711921320044 | 7219 | MAJOR AVE N | | $ 3,777.00 | R1 |
| 2711921320041 | 7224 | MAJOR AVE N | | $ 3,777.00 | R1 |
| 2711921320043 | 7225 | MAJOR AVE N | | $ 3,777.00 | R1 |
| 2711921320018 | 7230 | MAJOR AVE N | | $ 3,777.00 | R1 |
| 2711921320002 | 7136 | NOBLE AVE N | | $ 3,777.00 | R1 |

**CITY OF BROOKLYN CENTER PROPOSED PENDING ASSESSMENT ROLL**
**September 20, 2021**
**2022 WOODBINE AREA IMPROVEMENTS**
**IMPROVEMENT PROJECT NO. 2022-01**

DRAFT

| PROPERTY ID | HOUSE | STREET NAME | LEVY# | STREET | NOTES |
|---|---|---|---|---|---|
| 2711921320048 | 7200 | NOBLE AVE N | | $ 3,777.00 | R1 |
| 2711921320049 | 7206 | NOBLE AVE N | | $ 3,777.00 | R1 |
| 2711921320051 | 7218 | NOBLE AVE N | | $ 3,777.00 | R1 |
| 2811921410145 | 7221 | NOBLE AVE N | | $ 3,777.00 | R1 |
| 2711921320050 | 7224 | NOBLE AVE N | | $ 3,777.00 | R1 |
| 2811921410139 | 7227 | NOBLE AVE N | | $ 3,777.00 | R1 |
| 2711921320001 | 7230 | NOBLE AVE N | | $ 3,777.00 | R1 |
| 2811921410005 | 7235 | NOBLE AVE N | | $ 3,777.00 | R1 |
| 2711921320052 | 7236 | NOBLE AVE N | | $ 3,777.00 | R1 |
| 2811921410140 | 4706 | WINGARD LN | | $ 3,777.00 | R1 |
| 2811921410146 | 4707 | WINGARD LN | | $ 3,777.00 | R1 |
| 2811921410141 | 4710 | WINGARD LN | | $ 3,777.00 | R1 |
| 2811921410207 | 4714 | WINGARD LN | | $ 3,777.00 | R1 |
| 2811921410147 | 4715 | WINGARD LN | | $ 3,777.00 | R1 |
| 2811921410206 | 4720 | WINGARD LN | | $ 3,777.00 | R1 |
| 2811921410148 | 4721 | WINGARD LN | | $ 3,777.00 | R1 |
| 2811921410149 | 4727 | WINGARD LN | | $ 3,777.00 | R1 |
| 2811921410205 | 4728 | WINGARD LN | | $ 3,777.00 | R1 |
| 2711921310079 | 4100 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921310065 | 4101 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921310080 | 4106 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921310081 | 4112 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921310082 | 4118 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921310083 | 4200 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921310102 | 4201 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921310084 | 4206 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921310101 | 4207 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921310085 | 4212 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921310100 | 4213 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921310086 | 4218 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921320099 | 4300 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921320105 | 4301 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921320100 | 4306 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921320106 | 4307 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921320101 | 4312 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921320087 | 4313 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921320063 | 4400 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921320076 | 4401 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921320064 | 4406 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921320077 | 4407 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921320065 | 4412 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921320066 | 4418 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921320067 | 4500 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921320022 | 4501 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921320068 | 4506 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921320021 | 4507 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921320069 | 4512 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921320020 | 4513 | WOODBINE LN | | $ 3,777.00 | R1 |

**CITY OF BROOKLYN CENTER PROPOSED PENDING ASSESSMENT ROLL**
**September 20, 2021**
**2022 WOODBINE AREA IMPROVEMENTS**
**IMPROVEMENT PROJECT NO. 2022-01**

DRAFT

| PROPERTY ID | HOUSE | STREET NAME | LEVY# | STREET | NOTES |
|---|---|---|---|---|---|
| 2711921320070 | 4518 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921320019 | 4519 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921320071 | 4524 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921320072 | 4600 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921320042 | 4601 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921320073 | 4606 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921320074 | 4612 | WOODBINE LN | | $ 3,777.00 | R1 |
| 2711921320075 | 4618 | WOODBINE LN | | $ 3,777.00 | R1 |
| | **Total Assessments** | | | $ 959,358.00 | |

# Woodbine Area Street and Utility Improvements 2022
## Survey Summary Results

| Sanitary (2) | Storm (3) | Sprinkler System (4) | Water (5) | Sump Pump (6) | Draintile (7) | Sidewalk (8) | If yes, where? (8a) | Streetlights (10) | If yes, where? (10a) | Respiratory illness, health concerns, etc. (11) | Comments/Concerns/Issues re: streets, sidewalks, utilities, etc. (12) |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ***71st Avenue N*** | | | | | | | | | | | |
| No, not after we lost our big trees when the tornado went through. | No | No | Odor when they flush I guess. It's brown. | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No | | No | None |
| Had continual problems. Out land line had collapsed where it tied into the main. Had it replaced and haven't had any problems in the last 4 years. | No | No | Odor - seems to be getting better. Taste - stopped drinking unfiltered water from tap. | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No | | No | |
| Had it replaced a few years ago. | No | No | Odor yes, sometimes smells like chlorine or bleach, sometimes sulfur? | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No | | No | |
| No | No | No | No | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No | | No | NA |
| No | End of driveway and street floods in the winter and then freezes because the road was not installed properly, making it dangerous for walking, etc. | No | Smells and tastes like chlorine | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No | | No | flooding in the street and end of the driveway |
| ***72nd Avenue N*** | | | | | | | | | | | |
| When we moved in a year ago we had to get it cleaned and we haven't had a problem since then. | No problems | No | No | Unknown | Unknown | No | | Yes | My neighborhood needs more lights because at night I don't feel safe for my kids, pets, neighbors. | NA | NA |
| No | No problems | No | No | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No | | No | None |
| ***Brooklyn Blvd*** | | | | | | | | | | | |
| Yes, we have two different lines going to the main. The one line backs up almost yearly and the other one every 2 to 3 years. | No problems with water coming in the building, but during heavy down pours our back parking lot between Brooklyn Blvd and Noble has been 6" or higher. | Yes | We have had small black debris from time to time. | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No | | Since this is the Methodist Church, we have members who attend that will have these conditions. | If work is done on the Brooklyn Blvd side of our property, we would like the entrance to be narrower. It would help reduce cars cutting through the parking lot. |
| ***Grimes Avenue N*** | | | | | | | | | | | |
| No clogs. We have the line cleaned yearly due to tree in front yard. | No | Yes | No but we don't drink water straight out of the tap. It is filtered. | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | Absolutely not! | No | | No | |
| No | No | No | No | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No | | No | None - don't have sidewalks |
| Roto Rutter - about 1.5 years ago. | No | No | No | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No | | No | I have none. |
| No | No | Yes | No - we do have a kinetico softener and drinking water system | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No | | No | Don't change the elevation of the street - our driveway has been sloped from garage to street for good drainage. |
| No problems | No problems | No | No problems | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No | | No problems | None |
| Yes, I have to get it cleaned from tree roots. I had pipe replaced from curb. | No | No | No | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No answer | | No | |
| Well it happened one a year cause it has some roots. | None | No | No | Uknown | Uknown | No | | Yes | 72nd and Grimes | No | NA |
| No | No | Yes | No | No, I do not have a sump pump or do not use my sump pump. | Uknown | No | | Yes | Mid block | No | |

| Sanitary (2) | Storm (3) | Sprinkler System (4) | Water (5) | Sump Pump (6) | Draintile (7) | Sidewalk (8) | If yes, where? (8a) | Streetlights (10) | If yes, where? (10a) | Respiratory illness, health concerns, etc. (11) | Comments/Concerns/Issues re: streets, sidewalks, utilities, etc. (12) |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ***Halifax Avenue N*** | | | | | | | | | | | |
| No | No | No | No | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No | | No | |
| No | No | No | Yes - odor | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No | | No | None |
| No | No | No | No | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No | | No | They have done a good job keeping our streets clean. |
| No | No | Yes | No | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No | | No | None |
| No | Water build up at the end of the driveway especially in winter | Yes | No | No, I do not have a sump pump or do not use my sump pump. | Unknown | No | | No | | No | The block I live on loses power frequently during storms where the blocks around us do not. Utilities we are on a different grid - this gets very frustrating. |
| No, not since street were done in the 80's. | No | No | No | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No | | No answer | It seems that it wasn't that long ago that everything was torn up. |
| ***Indiana Avenue N*** | | | | | | | | | | | |
| No - our neighbors have had frequent problems, but we have not had a problem. | No | No | Not usually, but we did have a couple of days this summer when the water came out kind of orange-brown. | No, I do not have a sump pump or do not use my sump pump. | Unknown | No | | No | | No | None |
| Once | No | No | No | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No | | No | None |
| No | No | No | No | Unknown | Unknown | No | | Yes | We need street lighting on the street I live on. | No | |
| None | None | No | None | No, I do not have a sump pump or do not use my sump pump. | Uknown | Yes | | No | None | None | |
| | | | | | | | | | | | |
| ***June Avenue N*** | | | | | | | | | | | |
| No | No | Yes | Yes. Water still has strong odor of chlorine out of the tap. We are aware this will likely always be the case, but are letting you know since you asked. | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No | | No | |
| No | Yes - flooding at driveway apron to gutter/curb. | No | No | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No | | No | |
| Rarely - less than every 3 years. | No | No | No | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | Yes | on 71st Ave N | No | | No | None |
| ***Kyle Avenue N*** | | | | | | | | | | | |
| No | No | No | No | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No | | No | |
| Yes, service cleaned out to the street about 7 years ago and about a year ago. | No | No | Not that I know of | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No | | Yes, asthma | In backyard I have an evergreen tree that is grown into the cable and telephone lines that are putting stress on them. I have two driveways. I'm thinking about getting rid of one. What would I do about ten feet of curve cost? |
| about every 3 years - it blocks I've been told where the 6" pipe connects to 4" pipe to the house - connection was never properly encapsulated back when the streets were redone around 1996 or so. | Water comes in basement in NE corner. | Yes | No | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No | | No | |

| Sanitary (2) | Storm (3) | Sprinkler System (4) | Water (5) | Sump Pump (6) | Draintile (7) | Sidewalk (8) | If yes, where? (8a) | Streetlights (10) | If yes, where? (10a) | Respiratory illness, health concerns, etc. (11) | Comments/Concerns/Issues re: streets, sidewalks, utilities, etc. (12) |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ***Lee Avenue N*** | | | | | | | | | | | |
| Not yet | Yes, in basement at times. | Yes - sprinkler system | All of the above | No, I do not have a sump pump or do not use my sump pump. | Unknown | No | | No | | Allergies | Streets are in bad shape, some crumbling at times. |
| Yes, years ago | No | No | No it's good | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No | | No | None |
| No | No | No | No | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No | | No | Going south on Noble, the curve by the Church at Brooklyn Blvd is too sharp. Woodbine Lane from Noble to France is NOT wide ENOUGH! |
| ***Major Avenue N*** | | | | | | | | | | | |
| Once | No | No | No | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No | Just brighter bulbs | Yes, my husband has asthma | None |
| Yes we did have that problem many years ago but we do a preventative sewer cleaning every two years and that prevents a problem. | No | Yes | No | No, I do not have a sump pump or do not use my sump pump. | Unknown | No | | No | | No | No |
| None | None | No | NA | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No | | No | Just keeping up with resurfacing the roads. My neighborhood is fine - don't need any of this! |
| ***Noble Avenue N*** | | | | | | | | | | | |
| No | No | No | No | Unknown | Unknown | No | | No | | No | |
| Four times in the last year - to the main 2 times. 2 others were frozen pipes under the road. Had our main scoped was advised to replace or complete including 30+ feet in the road. | NA | No | Yes - lots of sediment. Must clear faucet aerators monthly. | No, I do not have a sump pump or do not use my sump pump. | Unknown | Yes | East side of noble - 2 lots do not have sidewalks, north and south of them do. | No | Light at the end of my driveway shines into my windows - could be adjusted towards the street better. | NA | Noble should have a painted shoulder. Middle and high school kids crossing at Woodbine nearly get hit daily by people going around vehicles turning or stopping for pedestrians. |
| No | No | No | No | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | Yes | On Wingard | Yes | | No | Side walk snow plow put his blade down more. I always finish cleaning. |
| ***Wingard Lane*** | | | | | | | | | | | |
| | | | | | | | | | | | |

| Sanitary (2) | Storm (3) | Sprinkler System (4) | Water (5) | Sump Pump (6) | Draintile (7) | Sidewalk (8) | If yes, where? (8a) | Streetlights (10) | If yes, where? (10a) | Respiratory illness, health concerns, etc. (11) | Comments/Concerns/Issues re: streets, sidewalks, utilities, etc. (12) |
|---|---|---|---|---|---|---|---|---|---|---|---|
| *Woodbine Lane N* | | | | | | | | | | | |
| No | No | No | No | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No | | No | None |
| No | No | No | Yes - taste and odor | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No | New lights are not as bright as the old ones. | No | 4-way stop at Woodbine and Kyle. Eliminate Woodbine stop signs. |
| No | No | No | No | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No | | No | None |
| No | No | Yes | No | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No | | No | None - we would like quote for driveway replacement. |
| Sewer line gets plugged every year. We have it cleaned out every fall. Roots snag debris and block it. | No | No | No | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No | | No | |
| We had hero check our line. They have a video where blvd tree roots came thru where the City replaced pipe years ago connect to our line - not good seal. Hero showed City employee when he was here after that. | No | No | No | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No | The lighting is not bright enough. Go back to use the old bulbs. Maybe cars would not be hitting people. | No | No |
| On two occasions, the water/sewer backed up into the shower downstairs and flooded the basement (in 20 years). | No | No | sometimes the water smells like bleach/chlorine. I have seen black flecks floating in a glass of water. | No, I do not have a sump pump or do not use my sump pump. | Unknown | No | | No | | Not in my home. My brother-in-law who lives on Major has COPD. | The streets look bad with all the patches but they are still workable/useable. |
| No | No | No | No | No, I do not have a sump pump or do not use my sump pump. | Unknown | No | | N | | No | |
| Yes, 2 times in 8 years. | Yes, flooding in basement. | No | Yes, water is cloudy and tastes/smells like chlorine. | No, I do not have a sump pump or do not use my sump pump. | Yes, it drains to the yard. | Yes | On Major Ave and on the E. side of Noble between Woodbine and Shingle Creek. | No | | No | None |
| No, we have not had any problems since we had a rooter service come out around 2015. | Yes, there are routinely problems with the drainage system where Lee Ave intersects with Woodbine Lane. This is a problem twice a year... 1) in the late summer or early fall when the leaves have fallen and then there is a large storm. The leaves clog the drainage and the water backs up onto the street until someone comes along and clears the drain (often me). 2) in the winter, when the water goes through freeze cycles and the drain freezes over. This happens 2-3 times per winter on average. | No | No. The hardness is pretty high though. | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | We have a sidewalk that runs down Woodbine for school walkers. It's fine. | | They are good. | | No | Is the City going to remove boulevard Elm trees infested with Emerald Ash borers? If so, will they be replaced? If not, what mitigation will be made to combat the known infestation in our area? Thank you for the Zoom invite to the planning meeting. |
| Every two years | No | No | No | No, I do not have a sump pump or do not use my sump pump. | No, I do not have draintile on my property. | No | | No | | No | |

To the City of Brooklyn Center in Regards to the careful 7 million dollars project you want to do:

No! We are completely against having to pay $4,000.00 of our own money for a project we did not ask for and do Not want! This should be against the law that you could ever charge us for Construction!

We are Super low income. We barely make our house payments. We have had deaths in the family from Covid with funeral expenses. We have thousands of dollars in medical Bills ourselves because of health issues. I am not well and can only work part time and have had to take "unpaid leave" due to illness. We owe the dentist, the vet for our special needs dog, the eye doctor, the chiropractor and we have two broken down vehicles we struggle to pay repairs for. We have a broken down house that needs work inside and out that we can't afford.

There are so many more reason's we are saying NO! to this Bullshit Project!

If Brooklyn Center wants it then Brooklyn Center Should be responsible to pay for it!!

Chris + Chris Pfenning
7201 Halifax Ave N
Brooklyn Center, MN 55429

One more Reason for "NO":

The construction blocking our Roads and houses and driveways and having to put up and suffer with all the noise while battling major health issues! Plus our Special Needs dog would never-

Be able to take the noise, the People (Strangers) around our house or the vibration's!

NO! I do Not - We do Not Support the Project and will not pay $4000.00 for it! We do Not have $4000.00!! You do!!

Sincerely,
Christy (Christina) Penning

# Council Regular Meeting

DATE: 10/25/2021

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: Cordell Wiseman, Recreation Director
BY: Janelle Crossfield, Recreation Supervisor

SUBJECT: Brooklyn Center Beautification and Public Art Master Plan

**Requested Council Action:**

- *Motion to approve the Beautification and Public Art Master Plan*

**Background:**

In March 2019, the City Council received a presentation on the new initiative referred to as the Brooklyn Center Beautification and Public Art Program. The City Contracted with Forecast Public Art to provide direction and guidance with the city in development of the Beautification and Public Art Master Plan. In September 2020, the City Council provided feedback on a draft version of the Master Plan.

The identified needs for the new master plan and program were:

- continue recreating a sense of identity;
- provide a game plan for the beautification and public art implementation;
- coordinate beautification and ascetic efforts of the city (i.e. city government, residents, and businesses);
- Illuminate pride in the community;
- enhance economic development assets and opportunity;
- enhance community image;
- promote targeted redevelopment;
- forward resident economic stability;
- engage residents and businesses in the city; and
- develop a cultural arts commission.

After a year of development including the following steps:

- discovery (i.e.site visits, photos of key locations, city plan reviews, etc);
- engagement (there were 1032 "touch points" with community members);
- reveal (i.e. community dialogues and event tabling, etc.);
- planning;
- infrastructure;
- finding verification report.

During the process, the City developed demonstration projects including the City Street Banner Project and the BC Counts Campaign (Census 2020). In March 2020, due to the COVID-19 Pandemic the project came to a standstill. During the pandemic, staff continued to work with the consultant to complete drafting the

master plan, which was presented to City Council. Furthermore, staff continued to working a number of goals identified in the draft master plan including:

- developing and implementing an Art on City Walls program;
- coordinating and hosting an Arts in Autumn event and art unveiling at the transit center;
- recruiting and hiring a recreation specialist - Youth and Arts Emphasis;
- painting of boards at businesses on Humboldt and BC Liquor;
- launching a Music on the Green program at Centerbrook Golf;
- Calling for artists for storm water drain murals and sportsmanship posters;
- meeting with working arts ad art professionals from other organizations;
- BCTC COVID public art display external walls and internal digital art; and
- drafting an engagement plan for Cultural Arts Commission.

**Budget Issues:**

General fund (Recreation Community Services Division)

**Inclusive Community Engagement:**

Just as engagement work was done to develop teh Ciyt of Brooklyn Center Beautification and Public Art Master Plan engagement also needs tob e conducted to launch the plan. The plan calls for the development of a four-page document summarizing the plan (in-progress) to be printed as well as posting the full plan on the City website. The plan should also be shared via promotions or presentations at City Commission meetings, community groups, schools and the community. Lastly, staff has developed an engagement plan with the goal of a wide reach in promotion of the opportunity to serve on the Cultural Arts Commission as well as to information what the make-up of that commission is: adults, youth, consulting artists, representatives from organizations such as ACER, CEAP and CAPI, all school art teachers located in BC, and more. Additionally, community members can provide insight as to whether these positions should be paid or volunteer.

**Antiracist/Equity Policy Effect:**

The plan calls for intentionality in addressing racism, reducing inequalities, and eliminating disparities, Projects such as the street banners, the Everybody Counts campaign the painted murals at Snow Many Traditions, the boards along Humboldt and the recent unveiling of artwork at BCTC have served as a visual language raising awareness about these issues.

**Strategic Priorities and Values:**

Enhanced Community Image, Inclusive Community Engagement, Safe, Secure, Stable Community

**ATTACHMENTS:**

| Description | Upload Date | Type |
|---|---|---|
| Table of Contents and Sections 1-4 | 10/19/2021 | Backup Material |
| A Plan for Beautification and Public Art | 10/19/2021 | Backup Material |
| Brooklyn Center Snapshot Planning Process | 10/19/2021 | Backup Material |
| Key Findings | 10/19/2021 | Backup Material |
| A Shared Vision for Brooklyn Center | 10/19/2021 | Backup Material |
| Implementation | 10/19/2021 | Backup Material |
| Appendix | 10/19/2021 | Backup Material |

BROOKLYN CENTER AT THE CENTER

BEAUTIFY

# BROOKLYN CENTER

## PLANNING FOR PUBLIC ART

**BUILDING OUR HOME TOGETHER**

July 2020

Prepared by Forecast Public Art

FORECAST

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# Acknowledgments


**Thanks to all who participated in the planning process for this Beautification & Public Art Master Plan!**

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Denise, CAPI
Matt Oquist, Luther Automotive
Kendall Harrell, Caribou Coffee
Omar Ansari, Surly Brewing
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Chia Lee Xiong, Three Rivers Parks
Hana Blissett, Farm to School Program
Samantha Vang, State Representative
Chris Eaton, State Senator
Tim Willson, former mayor
Bruce Ballinger, Earle Brown Heritage Center
Tamika Baskin, Planning Commission
Eric Muschler, McKnight Foundation
Michael Huber, Blue Cross-Blue Shield
Joo Hee, The Alliance
Deja Stowers, BLAQ
Sam Buffington, Springboard for the Arts
Lissa Karpe, Liberian Youth Arts Program
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Kellie Hmong, Artspace Projects
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Pastor Smith, Saint Adolphus Catholic Church
Edgard Konde, media artist
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Youth Council participants
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Jena, BCBS
Renee, BCBS
Mykella Auld, BCBS
Tashawna Williams, instructor
Chloe Cotherman, instructor
Alexandra Holter, Earle Brown Elementary
Megan Grubb, Farm to School Coordinator
Terry Peyton, Community Schools Manager
Christine Salokar, instructor
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Cheryl Clausen, North Hennepin County Community College

**This plan was overseen by Forecast Public Art, a Twin Cities-based nonprofit. The consulting team included Jack Becker, WItt Siasoco, Ashlyn Crawford and Regine Kennedy (106 Group); and Haila Maize (Bolton & Menk).**

# Beautification and Public Art Plan Summary

## *Imagine…*

**Brooklyn Center is known as a place where diverse community members can see themselves in the art that's part of their daily lives and work together to build their shared home, a home where residents and businesses thrive, actively engage in cultural activities and enjoy their quality of life. The City hosts an inclusive, equitable, people-powered beautification program focused on improving health, wellbeing and thoughtful design throughout the city.** - Excerpted from the Vision Statement (page 28)

Brooklyn Center is part of a region that is known nationally for its bountiful arts and cultural assets, yet the City is relatively new to fostering the arts and supporting cultural development. A major goal of the City was developing a master plan for beautification and public art, in response to its desire to lift up the beauty and pride of the City and to align such a desire with the rewriting of its Comprehensive Plan. Following a search process, they hired Forecast Public Art, a nationally recognized leader in the field to create this document. During the two years spent developing this plan, we heard from hundreds of Brooklyn Center residents, students, business owners and workers who believe arts and culture play an important role in improving their quality of life. Eight-four percent of people surveyed want to see their City pay more attention to what can be done in their community. They expressed their aspirations for their City, including the following quotes from interviews, focus groups and surveys:

- **I dream of a BC where neighbors know each other by name; where crime is rare and people pick up trash instead of adding to it; where people care.**
- **Public art gives people a reason to like where they live.**
- **Do something with entrances to the city that distinguishes it and tells me I'm home now.**
- **Students want more art in the city, opportunities they can participate in.**
- **I hope [the City] can develop a special identity that inspires residents and neighbors of the city and is based on the creative talents of its people.**
- **The arts give us a forum to display our differences and similarities, and the opportunity to learn about each other.**

The City of Brooklyn Center has reached a moment in its history when its exceptionally diverse community—established over the last few decades—is putting down cultural roots. These roots need nourishment and encouragement so Brooklyn Center's cultural life can grow and blossom. The resulting beautification of Brooklyn Center is a major goal of this planning document, intended to amplify the many voice, tell the many stories, and generate pride and economic vitality. This plan was created to inform and guide cultural development throughout the city, starting with public art, beautification, public space development and environmental stewardship.

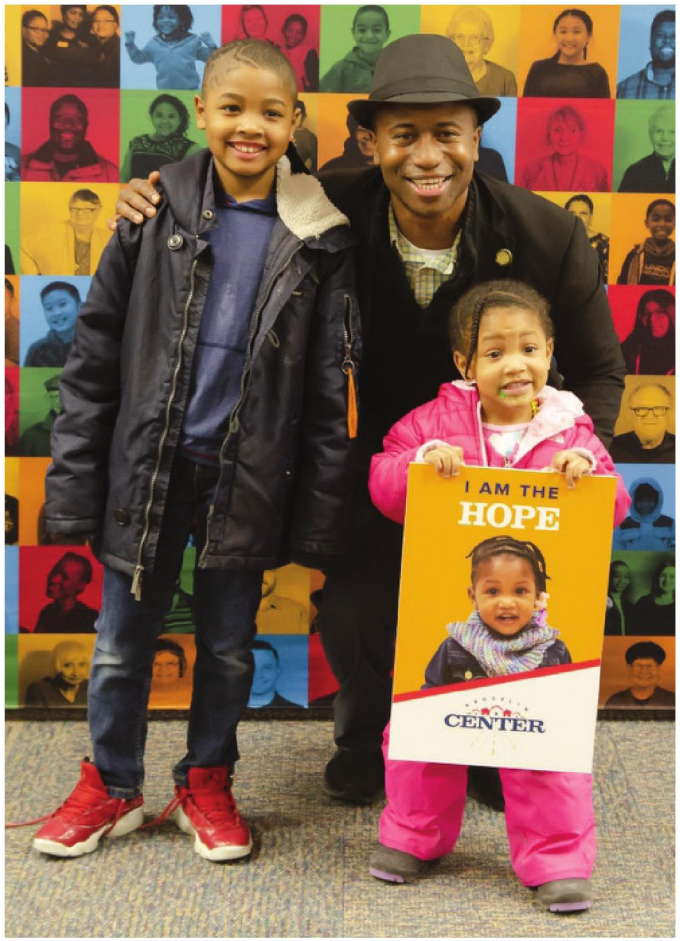
This planning document provides information about the field of public art today, along with strategies for beautifying public spaces, honoring and celebrating its diversity, enhancing its parks and trails, and taking advantage of opportunities on the horizon. This plan also provides a roadmap for the City, working in partnerships and collaboration with community members and businesses; a framework for connecting ideas and people to a program that enables them to achieve goals identified herein.

Today Brooklyn Center, as a community, has the opportunity to shape the kind of cultural support system it needs and desires. Building on its assets and the many supportive partnerships with the private sector, the City can develop support systems to grow a program that suits the needs of its vibrant and diverse community. The results could include a cultural festival, a multi-cultural facility, youth-involved mural projects that tell the stories of the people who live here, and public art that promotes civic pride and authentic community engagement.

This plan also acknowledges that we live in uncertain times, confronted by a global pandemic, severe economic hardship and a heightened awareness of our history of systemic racial injustice. Emergency preparedness, crisis management, disaster recovery and radical health services are considered critical components of every city's toolkit today. Artists, as cultural workers, have become essential service providers, helping communities grieve, heal, and deal with emotional trauma. It has become more evident today than ever that artists are a valuable resource to cities seeking new and innovative ways to raise awareness of issues, promote civic engagement, foster entrepreneurship, inspire collective problem-solving, reduce disparities and bridge cultural divides. Through beautification and public art—thoughtfully planned and professional implemented—civic pride can be boosted, environmental stewardship can be fostered, and the City can build a healthier, more resilient community.

The arts are one of the most powerful means for communication and coping we have at our disposal today. They can bring joy and beauty to neglected or uncared for spaces and inspire residents and businesses to engage in the process. And, as this plan points out, creative individuals can help address the health of Brooklyn Center, the wellbeing of the community, and even the mental and physical fitness of its residents—at a time when we most need them. I invite you pour through the pages of this plan and learn how you and your neighbors can work collectively to improve the quality of life for everyone in Brooklyn Center.

- Jack Becker, Forecast Public Art




# Letter from Mayor Mike Elliott

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Pellentesque feugiat interdum velit ac sagittis. Nam pulvinar blandit lobortis. Praesent blandit ultrices vehicula. Aenean eu rutrum leo. Donec vel ipsum at lacus varius blandit. In non cursus velit. Proin vitae luctus lorem, euismod efficitur turpis. Mauris ac risus et mauris cursus imperdiet quis non nulla.

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NOTE: THIS IS A COPY PLACHOLDER

Sincerely,

Mayor Mike Elliott

# The Role of Arts and Culture in COVID-19 Recovery and Fighting Racial Injustice

Northeast Minneapolis Justice for George Floyd March

In early March of 2020, as this plan document was getting edited, the rapid spread of the Covid-19 virus led to a global pandemic. Cities around the world were forced to take emergency actions to limit the spread of the virus. Minnesota Governor Tim Walz declared a state of peacetime emergency on March 13th, followed by local emergencies declared in cities throughout the state, including Brooklyn Center on March 17th. All but essential businesses were closed, including Brooklyn Center City Hall, the Community Center, the library, playgrounds and restaurants. The Center for Disease Control (CDC) issued safety guidelines that limited gatherings, isolated at-risk individuals, and recommended "social distancing" to keep individuals from separate households to keep at least six feet apart.

Brooklyn Center may have experienced a greater difficulties due to the disproportionate hardship of Covid-19 on its higher rate of lower-income, multi-lingual, renter and transit-dependent residents. The pandemic has caused physical, mental, social and economic hardships. As the New York Times has reported, "Research suggests that those in lower economic strata are likelier to catch the disease. They are also likelier to die from it. And, even for those who remain healthy, they are likelier to suffer loss of income or health care as a result of quarantines and other measures, potentially on a sweeping scale." The disparities experienced by a large portion of Brooklyn Center's youth and families in the areas of transit, economic opportunity, health and the impact of Covid-19 are likely to have a synergistic down-spiraling effect on the City's underserved populations.

By late May, as some restrictions were starting to lift, Minneapolis policeman Derek Chauvin was caught on video murdering George Floyd, an African-American father accused of issuing a counterfeit $20 bill, while other police officers stood by. The video of this tragedy went viral, triggering outrage, protests and rioting—in Brooklyn Center, the Twin Cities, across the country and around the world. In the metro region, dozens of buildings were burned and hundreds of businesses suffered damage, many of them small businesses owned by people of color. With demands to defund the police and undo structural racism on a national level, a racial justice uprising surged, fueling the removal of statues and monuments long considered painful to Black, Brown and Indigenous communities. At the same time, scores of murals and unsanctioned public art began covering boarded-up buildings and storefronts, along with street paintings declaring "Black Lives Matter."

As of this writing in late June, the City of Brooklyn Center and the Twin Cities region are still reeling from the collective trauma, taking stock of this unprecedented moment and sensing hope over the potential for real change to follow. Black, Brown, Indigenous and People of Color (BIPOC) are seizing the moment to center conversations around racial justice and shining a light on our country's systemic racism as another kind of pandemic, one that has been ignored for centuries. Artists are rallying to bring their creative talents and problem-solving abilities to the fore, and avail themselves of needs in the community, including healing, recovery and rebuilding.

Hennepin County Commissioners—followed by the City of Minneapolis and the State of Minnesota—recently passed a resolution declaring racism a "public health crisis" and vowed to eliminate racial disparities. Evidence was cited from national and county sources showing racism's negative impact on the health and development of children and adults who are Black, Indigenous and of color. The City of Brooklyn Center has stated that the health of its residents and its community is of great importance. The City commenced a review of its policing policies and is developing pilot projects intended to stem the tide of mental health challenges and social isolation brought on by Covid-19 and civil unrest. The City began investing in micro-business entrepreneurs, small community non-profits and cultural organizations that provide essentials resources and services, such as preparing food for newly unemployed residents or providing accessible citywide internet access for seniors as well as students.

Out of these two health crises—Covid-19 and racial injustice—we can acknowledge several positive outcomes, including:

- More people recognize we are all in this together and by working together we can reduce the threat posed by a pandemic;
- Public health issues need to be addressed in more intentional and meaningful ways;
- Residents need quality public spaces in which we can safely

connect (following CDC guidelines);
- Art can help communities heal and give meaning to our collective grief; and
- We need to center BIPOC communities and build trusting relationships to advance racial justice and reduce disparities.

Additionally, we know there is no short-term fix for our deep-rooted systemic racism, nor our battle with Covid-19—both will resurface periodically and require safety-mindedness, community triage, healing and recovery. It will also require an openness to change the way we do business, build cities and set policies.

Cultural development expert and author Arlene Goldbard has written about racism for many years. "Like every massive collective challenge," she states in a recent blog post, "racism is not just a legal problem, a moral problem, and an economic problem. It is at bottom a cultural problem, because cultural processes are the primary forces shaping consciousness. In the vast network creating and expressing culture, pernicious ideas often have staying power. And in the fertile soil of a false idea—the easy assumption that "everyone" who matters holds the same beliefs and values—racism becomes normalized. Once normalized, it is hard to uproot, but not impossible. The antidotes are plentiful: awareness, shame, and choice. But we have to use them."

The notion of employing arts and cultural development—including beautification and environmental stewardship—to improve community health and well-being was embraced by many participants in the planning process. As Brooklyn Center—like most cities—faces the challenge of recovering and healing from Covid-19, the enormous damage to the economy,

Justice for George Floyd Bannermaking

as well as the region's deep structural racism, the City will need creativity, innovation and meaningful community engagement.

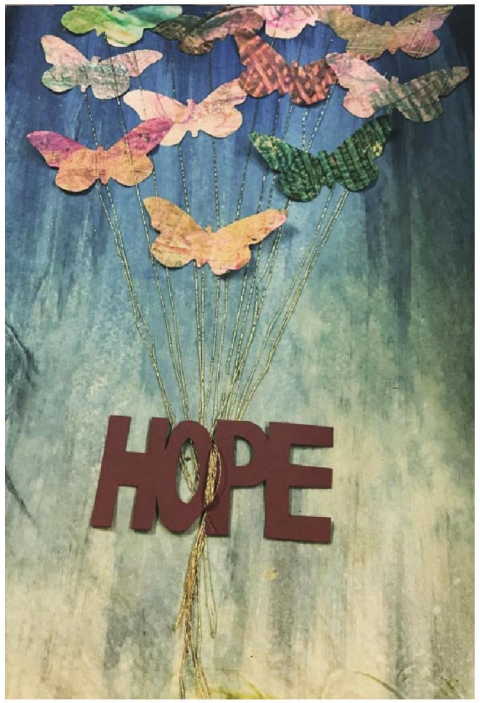
This unprecedented situation requires new and creative responses at the City level. According to the University of Florida's Center for Arts and Medicine, "arts and cultural resources are among the most powerful and readily available resources addressing problems faced by cities, including social isolation among senior citizens, communication with hard to reach populations, meeting the education and developmental needs of children, and crafting plans for safe and equitable recovery and rebuilding. The arts are one of the most powerful means at our disposal today for enabling communication, direct health benefits, and social and economic recovery." It therefore makes sense for the City to attend to its rich cultural diversity and foster the many manifestations of that diversity, such as storytelling, visual and performing arts, a multitude of crafts and a variety of rituals, celebrations and gatherings that build community.

One of the goals of this plan is to raise awareness of the importance of cultural infrastructure as an essential component of healthy communities. What does a healthy cultural infrastructure look like?

Among the key ingredients are:
- **Robust, authentic community engagement**, involving City staff and paid community liaisons, enabling real-time community feedback and idea generation systems (such as social media, forums, public-access chalkboards, Little Free Libraries, and more)
- **Support systems for diverse community cultural expressions** utilizing a mix of public and private dollars, involving businesses and philanthropic partners
- **Professional program management**, including City staff oversight, qualified contracted services, inter-agency coordination and robust reporting and evaluation
- **An active and informed governance structure (Arts & Culture Commission)** with diverse representation, able to help the City adopt policies and procedures responsive to changing community needs and concerns
- **Vibrant gathering places, open-access cultural facilities, user-friendly production spaces and multifaceted programming** serving young and old in Brooklyn Center (locally, and in partnership with arts and cultural entities in the region)
- **Education and training, skill-building and robust communications** promoting creative economies, entrepreneurship and jobs in cultural industries

In the Work Plan Action Steps section of this plan, Near-Term Tasks identified for 2020 and 2021 (starting on page 41) are intended to inform City staff leading the implementation of this Plan, as well as the members of the City's future Arts & Culture Commission (whose establishment is recommended as one of the first tasks). These include strategies for advancing Public Art and Beautification Focal Areas (listed on pages 31–37) during the immediate era of healing, recovery and rebuilding as described above.

In addition, the Appendix has been updated to include useful resources and links associated with Covid-19 safety and creative workarounds pertaining to arts and cultural work, resources pertaining to dismantling institutional bias and racism, and other relevant and timely content. Among these is a Toolkit for artists and organizations confronting cancellations or delays of projects and events due to the global pandemic, prepared by Forecast Public Art, the creators of this plan.




Susan Davies' *Butterflies for Hope*

# Beautify Brooklyn Center

## A Plan for Beautification and Public Art

The Farm to School program in Brooklyn Center's schools teach youth about gardening, food systems and healthy foods.

BEAUTIFY BROOKLYN CENTER
PLANNING FOR PUBLIC ART

## Background

n 2018, in response to its desire to lift up the beauty and pride of the City and to align such a desire with the rewriting of its Comprehensive Plan,the City of Brooklyn Center determined a need for a Beautification and Public Art Plan to guide efforts aimed at improving the way the City looks, acts and feels, and address a need identified in the plan for deeper community engagement. The City hired Forecast Public Art, a Twin Cities-based nonprofit consulting firm, to create this plan. Over a 14-month period the Forecast team oversaw an in-depth planning process that included collecting data, reviewing plans, engaging hundreds of community stakeholders, mapping strategic locations and opportunities, and identifying implementation strategies.

> ***"The arts give us a forum to display our differences and similarities, and the opportunity to learn about each other."***
>
> – Survey Respondent

NOTE: All stand-alone quotes throughout this plan are excerpted from comments made by participants in the planning process.

# Why a Plan?

One of several community engagement planning sessions with residents and City representatives.

- **Recreate a sense of identity, enhance the community's image and grow civic pride.**
- **Identify and locate opportunities for strategic investments in art.**
- **Enable the City to make informed decisions about revising or adopting new policies, procedures, governance and management systems, and identify sustainable funding mechanisms.**
- **Coordinate public and private beautification efforts.**
- **Inform and guide efforts to enhance public improvements and private development efforts.**
- **Advance the economic stability of residents and businesses.**
- **Create opportunities to showcase the City's rich cultural diversity.**
- **Engage residents and businesses in meaningful and creative ways throughout the City.**
- **Establish a stable, sustainable program, able to withstand changes in staff and elected officials, as well as shifting priorities of the City over time.**

In addition to the goals for this plan listed on the left, the *planning process* offered multiple values as well. In addition to helping the City establish systems to develop and support beautification and public art in the community, the process brought people together and fostered dialogues amongst stakeholders in the community. The dozens of in-person gatherings and conversations also helped raise awareness amongst community members about the field of public art, the work of artists and the challenges and benefits of meaningful community engagement processes. An overview of the planning process, and the findings that resulted, begins on page 18.

A key goal of the consulting team was to create an actionable plan, one that gets used and referenced as a resource. A good plan can help expand public-private partnerships and leverage both public and private investments that benefit the community. Intended to reinforce and support goals in the City's 2040 Comprehensive Plan, this plan is a tool to promote community-based arts and cultural development in Brooklyn Center—with a focus on public art—and guide the work of the City, elected officials and leaders in the community.

# What is Beautification?

## *"Beautification can be framed as a public health issue..."*

Beautification is the process of identifying and enhancing existing aesthetic conditions in the built environment, an area or a city and creating visual improvements. In addition to the beauty inherent in our natural environments, such as the bountiful natural resources found throughout Brooklyn Center and the region, beauty in our built environment has the ability to lift one's spirits, add value to otherwise drab buildings, increase usage of gathering places and serve to attract visitors, businesses and creative industries. Beauty in public spaces creates an emotional bond that increases community attachment, loyalty, and a sense of belonging. Landscape design, lighting, horticulture, and public art all play an important role in beautification efforts, as does the plan and strategy for ongoing maintenance.

Beautification can be framed as a public health issue, one that addresses mental and physical health, social wellbeing, economic health, environmental health and community cultural health. It's also about attitudes and behaviors ingrained in the minds of residents and business owners. Fostering a sense of ownership and community connection can lead to a greater sense of responsibility. Stewardship of our shared environment is something some people do naturally; for others, it needs to be taught. Behaviors learned at an early age are critically important, however it may be possible to modify the behaviors of offenders so they become good stewards of our streetscapes. These are topics Brooklyn Center and many other cities are taking on. They're also relevant to this plan.  Of course, we all know the adage "beauty is in the eye of the beholder." It's important to recognize that the definition assigned to—and value placed on—beautification efforts varies from person to person, as it does from culture to culture and generation to generation.

Youth painting Metro bus in St. Louis during a community cultural festival (photo by Jack Becker)

# What is Public Art?

Youth in Austin, MN, were invited to join in an impromptu music-making event at the city's annual festival. Photo by Hannah Rosholt

An amphitheater in Richfield, features mosaics created with youth from the community with artist Greta McLain

***"Today, artists and communities want public art that goes beyond visual enhancing public spaces..."***

**Public art is visible evidence of our shared humanity. For the purposes of this plan, a definition of public art is as follows:**

*Public art is publicly accessible original art that enriches a city and evokes meaning. It can be permanent or temporary, visual or performance-based, installations, events or social engagement activities, artist-designed infrastructure, architectural elements, functional amenities or wayfinding markers. It can tell our stories, improve the look and feel of our built environment, enhance our quality of life and improve the health of our communities.*

As the diagram on the following page suggests, there are many types of public art and many different functions it can serve. It can be temporary or fixed, visual or performance, social engagement, a festival, fireworks or a light projection on a water tower. The process—often collaborative in nature—is as important as the products that results. Today, artists and communities want public art that goes beyond visually enhancing public spaces; they seek authentic engagement with community members and stakeholders. Responding to predetermined criteria and the context of a specific site, public art can address high-level goals, such as increasing equity and inclusion or reducing disparities.

There are more than 700 public art programs around the United States. In the Twin Cities metro area, there are about a dozen programs, including the cities of Minneapolis, St. Paul, Eagan, St. Louis Park, Hopkins, and Eden Prairie, as well as Hennepin County. The Brookdale Library, located in Brooklyn Center, for example, features several art projects funded as a result of Hennepin County's "percent-for-art ordinance," adopted for its libraries in 2001. Goals of municipal programs typically include:

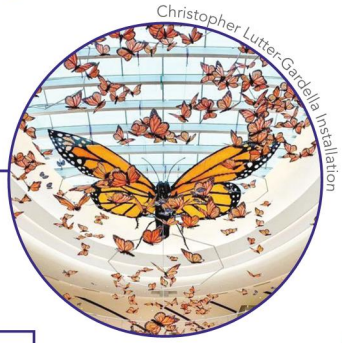
- Support economic activity
- Highlight history and diversity
- Engage and support artists
- Enrich the aesthetic quality of life
- Generate dialogue and community engagement
- Increase public awareness of and education about public art
- Humanize space

Public art is vital to building a dynamic and equitable city for everyone; it encourages dialogues across difference, inspires viewers and participants to engage more fully in their communities and fosters civic pride and stewardship. Public art is more than art in public places. It's increasingly about creating meaningful experiences for audiences of all types—creative activities that bridge difference and build social cohesion.

(See page 82 in Appendix for more information about public art and links to resources.)

# Examples of Public Art

Land Art & Eco-Art



Christopher Lutter-Gardella Installation

Community Engagement & Social Practice

Before I Die... by Candy Chang

Interactive Art & Audience Activated

Installations in Vacant Storefronts & on Rooftops

Greta McClain & Drew Peterson

Temporary Streetside Displays

Wayfinding Elements

Pimp My Carroça by Thiago Mundano

Aaron Johnson-Ortiz mural

Murals, Mosaics, & Wall Treatments

Streetside Performances

Commemorative Memorials & Markers

Light Installations & Projections

Night and Day by Jason Klimoski

Overhead Cables for Art Displays

Birds on a Wire by Jack Becker

Landmarks & Beacons

New Media & Technology Based

Sound Installations

Aaron Marx and Jim Brenner sculpture

Sculpture

Platforms & Stages for Programmed Events

Functional Street Elements

Festivals, Parades, & Spectacles

# Why Public Art?

Northern Cascade, Ray King Photo: Jack Becker

**Public art has the ability to raise awareness and amplify the goals of a city, represent cultures and values, support economic development and improve wayfinding. It can be particularly effective as a strategy to address disparities, promote inclusion, foster racial equity and promote well-being. Public art programs can also support local artists, create jobs, enhance learning opportunities in classrooms and attract cultural tourists. Apart from random pieces of art placed in accessible spaces, public art has the ability to reflect and represent the community in which it's located.**

It's important to note that beautification and public art can increase the value of properties and the built environment, perhaps unintentionally contributing to displacement or gentrification. Today, as more cities are mindful of the challenges inherent in making strategic investments meant to attract visitors, workers and residents, new strategies and methodologies are emerging to help cities avoid unwanted displacement. For example, by focusing attention on lifting local talent and telling meaningful stories of the community—instead of simply plopping artworks into spaces to impress outsiders—community members develop a sense of trust and appreciation for City-led efforts. Likewise, in contrast to a top-down approach, in which artists and community members are told what the City plans to do, a community-driven approach is employed, giving voice and power to those most affected by any changes to their neighborhood. These strategies can still add value to public and private investments without leading to unintended consequences, such as displacement.

***"A lot of people have looked down on or overlooked Brooklyn Center for too long. We need something that shows how unique and wonderful this community is. Something iconic and beautiful that people will want to see."***

# Public Art & Healthy City Strategies

*This Home is Not For Sale* by Poetry for People and Witt Siasoco

The theme of "Healthy City" emerged during the engagement phase of the planning process, offering an opportunity to connect with Brooklyn Center's efforts to offer healthy lifestyle options for its residents. Going beyond the physical, mental and emotional health of community members, community health is heavily influenced by the policies, systems and built environment in our cities. We live in communities that are designed for living, working and playing—environments like parks, housing, transportation systems and gathering places—that are major contributors to our health. The World Health Organization describes *social determinants of health* (SDOH) as "the conditions in which people are born, grow, live work and age." SDOH are the complex circumstances that impact our health. They include intangible factors such as political, socioeconomic and cultural constructs, as well as place-based conditions including accessible healthcare and education systems, safe environmental conditions, well-designed neighborhoods and availability of healthful food. The City's plan for Brooklyn Boulevard is reflective of these concerns.

A growing amount of evidence points to the benefits of integrating community-engaged arts and cultural activities with community development and public health. (See Appendix for Resources and Links.) There are also numerous case studies documenting contemporary public art projects that effectively address both physical and social environments—or ecologies—leading to significant health benefits.

Cities in transition, under construction or addressing ill-kept neighborhoods are likely to see a lack of caring along with skeptical attitudes about the future. There are, however, many ways public art can address individual, community and social health objectives. Creating meaningful engagement experiences—efforts that bridge difference—can build a sense of pride, generate social cohesion and promote cross-sector collaboration. Art and engagement can generate optimism and bring the stories of our communities into visible places. The City's Street Banner demonstration project, utilizing high-traffic corridors to showcase the faces of residents, is a good example. (See Street Banner project in Appendix on page 69.)

The number of immigrants living in Brooklyn Center has increased dramatically over the past two decades. An observation about the City's immigrant population made during the planning process pointed out that "Brooklyn Center is their home. People need to come together and build their home!" Indeed, the notion of "building our home together" could serve as a subtext for the City's beautification and public art program.

Growing evidence points to benefits derived from engaging community members in creating—or co-creating—the physical and social ecology they desire, allowing disenfranchised residents to see themselves in the art they experience in their daily lives. The Knight Foundation's Soul of the Community initiative surveyed some 43,000 people in 43 cities and found that "social offerings, openness and welcome-ness," and, importantly, the "aesthetics of a place—its art, parks, and green spaces," ranked higher than education, safety, and the local economy as a "driver of attachment." In other words, beautification and public art can help build a sense of belonging, attachment and wellbeing.

Recent research claims that "public art decreases stress, increases safety, enhances connectivity and a sense of place by showing evidence of care." A 2018 study by Americans for the Arts reveals the following statistics:

- 70 percent of Americans believe that the "arts improve the image and identity" of their community.
- Half of people with college degrees (49%) and a majority of Millennials (52%) and Generation Xers (54%) say they would strongly consider whether a community is rich in the arts when deciding where to locate for a job.
- Aesthetics is one of the top three characteristics of why residents attach themselves to a community.
- 70 percent of Americans say they experience the arts in a "non-arts" venue such as a park, hospital, shopping mall, or airport.
- 72 percent of Americans believe "the arts unify our communities regardless of age, race, and ethnicity."
- 69 percent of the population believe the arts "lift me up beyond everyday experiences."
- 73 percent of Americans agree that the arts "helps me understand other cultures better."

# Brooklyn Center Snapshot

## A Brief Scan of Brooklyn Center

Aerial Photo of Brookdale Mall

Centennial Park Photo: City of Brooklyn Center

**The City of Brooklyn Center's recently adopted the following value statement:**

*Brooklyn Center recognizes this geographic location has been the site of human activity for 10,000 years, occupied by the Wahpekute and the Anishinabe Wakiagun. As recently as 300 years ago it was the home of the Sioux Tribe of the Dakota Nation. Furthermore the City recognizes that historically efforts to develop and redevelop have resulted in disparate impacts and harm to some residents through displacement and exclusion from the benefits of that investment. This has been in part due to the exclusion and under-representation of those residents in the planning process. The City endeavors to reverse these disparities and enhance equitable outcomes by working towards reconciliation, and demonstrating a more responsible means of stewarding redevelopment.*

While there is little evidence of its pre-settlement era—Mound Cemetery was named for the Native American mounds across the street from the cemetery—for many years, up until the 1950s, Brooklyn Center was made up of truck farms and a vibrant agricultural economy. Vegetables from the area fed communities in the entire Upper Midwest. Post World War II, Brooklyn Center became a first-ring suburb of Minneapolis, well known in the 1970s and 1980s for its enclosed Brookdale Mall, a regional shopping destination. Highly accessible via a network of highways and roadways, most of the city's neighborhoods were developed between the 1950s and the 1970s. While the city has an urban street grid, enabling good access to transit, much of it is interrupted by state and county highways, large parks and lakes.

About 17 years ago, Brooklyn Center's core began to experience pressure and decline as adjacent communities like Maple Grove and Brooklyn Park began to develop. With market trends in housing and retail shifting, Brooklyn Center suddenly found itself with an abundance of vacant or underutilized properties and a void in the center of the city. The City's housing stock is highly homogenous; most houses are over 40 years old and will require ongoing maintenance in order to preserve the existing housing stock. In 2019, the City secured developers committed to creating new housing—market rate, senior and workforce housing—the first housing boom in several decades. As of this writing, there are 300 units under construction and 480 in the pipeline.

The City's location—close to downtown Minneapolis—and its abundance of affordable housing stock attracted a very diverse base of residents. Brooklyn Center is now among the most culturally diverse cities in Minnesota, and the most diverse in the Metro Area. Indeed, the diversity of its immigrant community is among the City's greatest strengths. This distinction, as well as other factors described on page X, present challenges as well as opportunities for local businesses and City government—considerations of great importance to this plan and the long-term health of Brooklyn Center's cultural life.

(See Appendix for data and information)

# Brooklyn Center Snapshot

**Based on data obtained from Brooklyn Center's 2040 Comprehensive Plan and other sources, the following contextual information was collected:**

## *Brooklyn Center is:*

A. ***Growing.*** The population in 2016 was 31,231, with modest growth projected.

B. ***Racially Diverse.*** Brooklyn Center is distinctive in its diversity. 60% of the City's residents are people of color or non-white.

C. ***Young.*** The City hosts a higher-than-average number of young families; more than 40% of the City's 11,300 households have children.

D. ***Well Served.*** Hennepin County provides Public Health services to residents of Brooklyn Center, and works with several social service organizations based in the City.

E. ***Mixed Income.*** 40% of the population is near or below poverty level (up from 8% in 2000). The median household income in 2019 was $50,000—a third lower than Hennepin County's median income.

F. ***Employed.*** Many residents work in manufacturing jobs. Some perform production, skilled craft and administrative support jobs and a small number engage in professional/technical jobs. The number of residents who self-identify as artists or creative entrepreneurs is unknown.

G. ***Access to Schools.*** Brooklyn Center is served by four school districts, including Anoka-Hennepin, Brooklyn Center, Osseo and Robbinsdale. Brooklyn Center Schools are STEAM focused, incorporating Arts and creativity into the STEM education model (Science, Technology, Engineering and Math). Students in this School District are extremely diverse: 45% are African American, 25% are Southeast Asian and 30% are Latinx. The District provides after school and summer programs that include community engagement to help students gain real-world knowledge and hands-on experiences. In addition, there are several charter schools throughout the City that serve the community, including Evergreen Park World Cultures Community School, Progeny School and New Millennium Academy, which serves Southeast Asian communities.

H. ***A Spiritual Center.*** There are many places of worship throughout Brooklyn Center, including churches, synagogues, temples and mosques. Many of these facilities serve as social and community connecting places, and offer opportunities for community engagement.

I. ***Active.*** Brooklyn Center hosts 24 local parks—one regional park, and a municipal golf course—generally distributed evenly throughout all areas of the City. There are a variety of recreational facilities providing recreation access to all residents, as well as excellent coordination of programs and facilities between parks and schools, and between parks, City and county facilities. Some parks are defined as "special use" (Arboretum, North Mississippi Regional Park and Bob Cahlander) and some are "community destination" parks (Central, Evergreen, Grandview, Kylawn, West Palmer). Most are considered "Neighborhood Parks."

Aerial of Bass Lake Rd. and Xeres Ave. N.

The City's 458 acres of parkland and 21 miles of trails are often located adjacent to existing schools in the community. The trail system provides recreational opportunities as well as interconnectivity amongst neighborhoods. Portions of the system are part of the regional bikeway system, offering alternative transportation options.

J. ***Needs Arts & Culture.*** The City lacks entertainment and cultural venues, as well as businesses focused on creative work, such as design, architecture, graphic design, environmental design, etc. There are very few studios, exhibition venues, rehearsal or performance spaces, no movie theaters or live music venues. There's a lack of arts organizations, drinking establishments and sit-down restaurants, however there's a wealth of chain restaurants and a few hotel bars.

K. ***Developing.*** The City has partnered with real estate developer Alatus to reimagine and create a vibrant new "downtown" north of the former Brookdale Mall, now referred to as the Opportunity Site. This long-term effort, a mixed-use development with a health-oriented philosophy, is slowly taking shape. Informed by a number of community engagement and public-input sessions and it holds great promise for transforming the heart of the City.

L. ***Accessible.*** The City is bisected by several high traffic roadways, including state and county highways and municipal streets. While there are numerous challenges created by physically dividing the community and safety issues due to speeding vehicles and lack of dedicated bike lanes, the City benefits from an average daily drive-by population of over half a million vehicles.

# Highlights from City's Comphrensive Plan

*"We envision Brooklyn Center as a thriving, diverse community with a full range of housing, business, cultural and recreational offerings. It is a safe and inclusive place that people of all ages love to call home and visitors enjoy due to its convenient location and commitment to a healthy environment."*

*- From the City's Vision Statement*

In 2019 the City adopted its 2040 Comprehensive Plan, in accordance with guidelines established by the Metropolitan Council, the regional governmental agency and planning organization serving the seven-county metropolitan area. A number of priority goals identified in the City's Comp Plan pertain to or offer opportunities for beautification and public art, as well as arts and cultural development:

1. **Deepen inclusive community engagement** - Efforts to engage the community will be transparent, responsive, deliberately inclusive, and culturally sensitive. Note: This is a "strategic priority."

2. **Cultivate partnerships** - Strengthen opportunities to collaborate with adjacent municipalities, agencies and the County on planning, marketing, transportation and infrastructure initiatives.

3. **Improve communications and engagement.** Identify opportunities to improve communications and engagement with the community's residents, business owners and stakeholders. Explore opportunities to utilize technology to make it easier and more convenient for residents to interact with the City.

4. **Engage the City's youth.** Explore ways to collaborate with the school districts, nonprofits and the for-profit sectors to engage the City's youth so that they are invested in the community.

5. **Create a vibrant and innovative city center and surrounding neighborhoods**. Encourage developers, staff and stakeholders to think big and creatively about redevelopment to create an interesting, vibrant and innovative city center and surrounding neighborhoods.

6. **Create unified branding, connections and visual cues**. Explore opportunities to create unified branding, connections and visual cues to reinforce Brooklyn Center's identity and relationship to existing neighborhoods. This includes:

   a. **Use public art and beautification to create community identity** - Create a city-wide beautification strategy that includes a process for creating community identity and pride through the use of public art;

   b. **Enhance gateways and entrances** - Incorporate more trees and landscaping at the City's main gateways and entrances;

   c. **Improve streetscapes and design elements** - Encourage residents, developers and stakeholders to improve streetscapes and design elements;

   d. **Incorporate enhancements in corridors** - Identify key pedestrian, bikeway, auto and transit corridors that should incorporate consistent branding and landscape themes;

   e. **Promote Diversity** - Promote Brooklyn Center's diversity through the development of flexible spaces, opportunities for pop-ups and other small business incubators.

7. **Enhance the City's community image, including:**

   a. **Promote the City** - Promote Brooklyn Center as an exceptional place for businesses, visitors and residents.

   b. **Develop strategies that reflect community** - Encourage further enhancement of the public realm through the development of a public art and beautification master plan that reflects the community, its residents and businesses.

   c. **Represent community's diversity** - Explore meaningful ways to represent the community's diversity through the City's branding, marketing and visual communications.

8. **Encourage reinvestment in infrastructure.** Encourage and promote reinvestment in the City's infrastructure—streetscapes, trails, utilities, etc.—to aid the long-term success of residents and businesses. (This would include investment in maintenance of fixed public art or beautification efforts to ensure longevity.)

9. **Increase community participation in parks & rec system**. Encourage residents and stakeholders to participate in the park and recreation system planning process.

10. **Improve and maintain quality parks.** Explore ways to incorporate design and preservation standards into the City's ordinances and policies to improve and maintain a high-quality park system.

    a. **Innovate park & rec development** - Continue to explore ways to incorporate and plan for innovative park and recreation development as the system is maintained or expanded.

    b. **Creative park design** - Encourage creative park design to develop a dynamic and diverse system. Balance function with aesthetics.

    c. **Improve parks/neighborhood connections** - Identify ways to use park design as a neighborhood improvement theme, or as a way to complement redevelopment.

11. **Maximize access and use of parks.** Support efforts to maximize the use and accessibility of the park system by local residents.

12. **Grow housing stock thoughtfully.** The City will grow its housing stock in a thoughtful way, ensuring new developments are interconnected with existing neighborhoods with access to transit, parks and trails. Note: The City is partnering with a developer to reestablish an economic core where Brookdale Ford and Brookdale Square once stood, north of the former Brookdale Mall—a hub that serves its diverse immigrant community, attracts visitors and improves the City's economic vitality, community health and cultural life.

The above goals, as well as input collected during the planning process, informed the Focal Areas and project ideas, presented on page 31.

# Planning Process

## Summary of Community

As the chart on the right indicates, there were 1032 "touch points" with community members during the planning process, including meetings, interviews, tabling at events, on site surveys and online surveys. Many more people learned about the planning process through the City's newsletter, social media platform and via local media.

**A concerted effort to seek and obtain diverse perspectives and input throughout the planning process was critical to the plan's efficacy , as evidenced in the montage of images taken during the planning process.**

The consulting team conducted a wide variety of activities, including: Listen, Observe, Tour, Inquire, Interview, Survey, Discover, Absorb, Study, Digest, and Note. Several mapping exercises were held, inviting participants to identify sites within the city that they cared about, and ones they felt needed attention or improvement. The mapping exercises helped identify places of concern or in need of attention—the Transit Center, an abundance of vacant parking lots, several large, empty buildings, etc.—as well as places of value and opportunities—the library, City parks and lakes, extensive trails, Centennial Park, the Mississippi River, etc. (See "Mapping the Pros and Cons of Places in Brooklyn Center," page 20).

*"The arts give us a forum to display our differences and similarities, and the opportunity to learn about each other."*

There was also consensus and positive response regarding the concept of the City developing a beautification and public art program of some type, as well as considering larger arts and cultural development goals. Data collected from an online survey provided helpful insights into the community's awareness, interest and understanding of public art and beautification. (See Appendix, page 58).

Brooklyn Center Community Center Event

Brooklyn Center Census 2020 Water Tower Projection

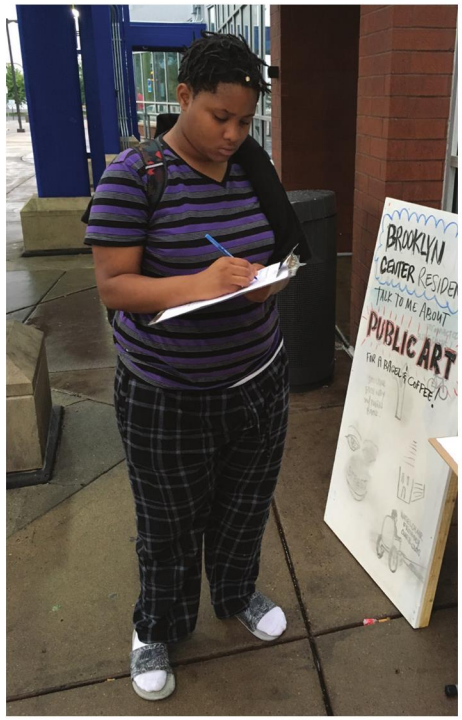
During the process the consulting team assisted and advised City staff in planning and implementing two demonstration projects: One involved replacing street banners along the City's major roadways with 230 custom-designed street banners featuring the faces of local youth, adults and elders. The second involved promoting the 2020 Census by projecting messages in multiple languages on two monumental structures: the Crest Apartment building and a City-owned water tower along Highway 100. (See summary of Street Banners and Census 2020 projects on page 69 in the Appendix.)

Based on information collected during the planning process, the team developed a collection of findings, including **Strengths, Challenges and Opportunities**, as well a **Map** identifying locations for beautification and public art opportunities.

*"[The arts] can help the people of Brooklyn Center grow and prosper] by projecting a positive image [that will] help to dispel some negative stereotypes of the town."*

A summary of preliminary short- and long-term recommendations were developed and reviewed by the three planning committees (Community, City Staff and City Council) as well as four City Commissions (Planning, Housing, Parks & Recreation and the Multicultural Advisory Committee). Based on their input, an updated and expanded draft plan was prepared.

*"[The arts] create a culture and a brand for the city that tells people who we are and demonstrates [our] values."*




Metro Transit Center Surveys

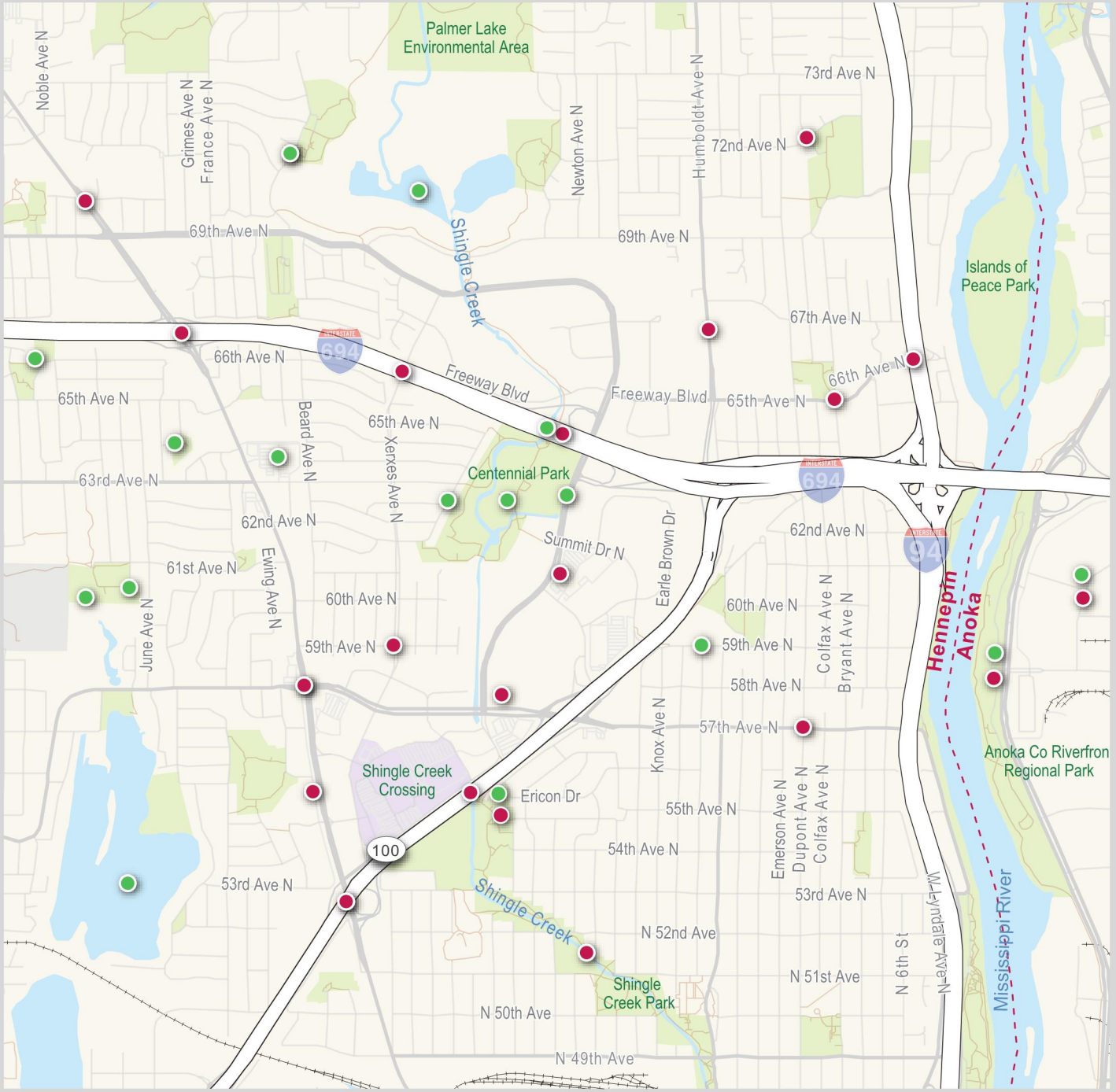
# Mapping the Pros and Cons of Places in Brooklyn Center

This map illustrates many of the places in Brooklyn Center that planning participants identified as a strength (green dots), or an area needing improvement (red dots). Respondents felt these "unhealthy" spaces needed beautification, improved safety or other enhancements.

Cenntennial Park

Transit Center

Community members participating in mapping exercise



# Key Findings

## Strengths

*"[I value] our diversity, commitment to safe neighborhoods with an emphasis on parks and outdoor spaces, and an established, beautiful city."*

1. **Diversity** - The City's cultural diversity is one of its greatest strengths and distinguishing characteristics, offering opportunities to retell the story of Brooklyn Center as a special place, a home for inclusion and equity.

2. **Location, location** - The City's location, close to the core of the Twin Cities, combined with access to several transportation systems, makes Brooklyn Center a desirable place to live or locate a business.

3. **School options** - Brooklyn Center is home to a variety of elementary and secondary school options, as well as a broad selection of faith-based organizations.

4. **Green space** - Residents value their access to nature and outdoor activities. The City has a great mix of parks and trails and it makes sense to encourage broader and more diverse use of these resources.

5. **New downtown planned** - The Opportunity Site offers a once-in-a-generation opportunity for the City to establish a downtown core, a hub of economic, community and cultural activity. The optimism generated by the potential of this development is evident, however, given the decades-long timeframe of the phased effort, it's important for the City to manage the community's expectations.

CEAP Event Photo: Jack Becker

6. **Under-recognized History -** The City's past has lots to offer in terms of stories, from its early Indigenous residents, its agricultural legacy and it diverse communities—all of which can inform meaningful public art.

7. **Alignment** - The mission of the City's Community Activities, Recreation and Services Department—"Create a sense of community and enrich the quality of life for our residents, patrons and employees by providing a variety of high quality, inclusive programs and services"—aligns well with the overall goals of beautification and public art goals. The Community Center is a valued hub for community arts and cultural activities, and there have been programs, such as ceramics classes, that suggest room for growth. Likewise, the department's Rec on the Go offers opportunities for community engagement with the arts. This department, given its active role in programming in the community, is a logical starting point in which to house the City's public art and beautification efforts.

*"We have a very generous, faithful community."*

8. **Act locally** - The City seeks to invest locally, including funds earmarked for public art and beautification. For example the City hired local photographers and designers to produce the Banner Project.

9. **Low hanging fruit** - There are numerous efforts underway or planned throughout the City that offer excellent opportunities for incorporating public art or beautification projects, including modestly-scaled projects at schools, parks, upcoming developments, the Transit Center and more.

10. **Highly visible** - The City benefits from an substantial average daily drive-by population of over half a million vehicles using major freeways and roadways bisecting and encircling the City.

11. **Strong partnerships** - The City has cultivated many valuable relationships with a variety of entities to achieve its goals and objectives over the past decade, including the library, the county, schools, social service organizations, faith-based organizations, businesses and youth groups, among others. Public-private partnerships are already a way of doing business in Brooklyn Center.

12. **Diverse leadership** - A few interview participants acknowledged that the City Council, City staff and members of some City commissions have recently begun to reflect the diversity of the City.

# Challenges

1. **Start-up** - The City has not previously invested in a program focused on beautification and public art, nor does it have staff with expertise in the arts. As a new initiative that's untested, adding an entire program would be difficult in the short term.

2. **Capacity** - The City's staff capacity is strained, limiting time that could be devoted to public art or beautification efforts.

3. **Inherent risks** - City staff are fairly risk averse and somewhat conservative. The field of public art has inherent risks, especially with untried projects.

4. **Funding required** - The City has limited resources and there are many competing priorities.

5. **Policies needed** - The City has outdated policies regarding signage that currently restrict the creation of murals.

***"I hope that our community continues to grow both in diverse population but also in its business diversity."***

6. **New methodologies** - The City's previous efforts involving community engagement—asked residents to respond to City-generated ideas—left some participants wanting a more community-driven approach: what ideas do community members have, and what issues would they want addressed by the City?

7. **Equity and inclusion** - Given the City's high poverty rate, one in which many residents work 2-3 jobs, the challenge of engaging residents in volunteer activities—to participate in community-building efforts, serve on committee, attend meetings, etc.—may limit the degree to which community members can participate. Language barriers and cultural mores may further complicate inclusiveness in City-led initiatives.

8. **Achieving diversity** - While City leaders and staff increasingly reflect the diversity of the larger community, there's a noticeable predominance of representation by African Americans and African immigrants, suggesting a need to seek a more balanced mix of cultural representation. In the case of City commissioners, with the exception of the Multicultural Advisory Committee, there is a predominance of white members and members over the age of 50, suggesting a need for greater age and racial diversity.

9. **Talent pool** - There's a lack of artists in Brooklyn Center qualified to professionally participate in public art or facilitate creative community engagement projects. Based on interviews conducted during the planning process, there is a strong interest among creative entrepreneurs in the City to find additional income streams.

10. **Unsightly spaces** - There are several blighted or abandoned buildings, including the former Target and Sears stores, along with uncared for vacant properties.

11. **Graffiti** - Unwanted graffiti tagging is a growing problem.

12. **City Hall entry** - The entrance to City Hall, including the exterior and interior, is not welcoming and does not convey a sense of what the City values.

13. **Littering** - There is evidence of undesirable behaviors, such as trash being discarded in parking lots or on sidewalks and in parks. This may indicate a lack of shared responsibility or lack of stewardship for our public realm among residents, visitors or workers. It's difficult for the community to keep public areas clean. Some local businesses don't cooperate in cleanup efforts. Note: The City is currently developing a **Environmental Stewardship initiative** in partnership with local businesses to reduce littering and modify behaviors of offenders. (See Appendix, page 71)

***"I hope that we can lower the rate of poverty in a meaningful way."***

14. **Uneven volunteerism** - The extent to which volunteers participate in neighborhood watch or clean up activities is not evenly distributed throughout the City. Some neighborhoods lack organization, which can aid in beautification efforts.

15. **Cultural venues** - Apart from the library and the Community Center, there's a lack of indoor and outdoor gathering places, arts and culture venues, entertainment centers, marketplaces and high-quality dining establishments.

# Challenges

***"I dream of a BC where neighbors know each other by name. Where crime is rare and people pick up trash instead of adding to it. Where people care."***

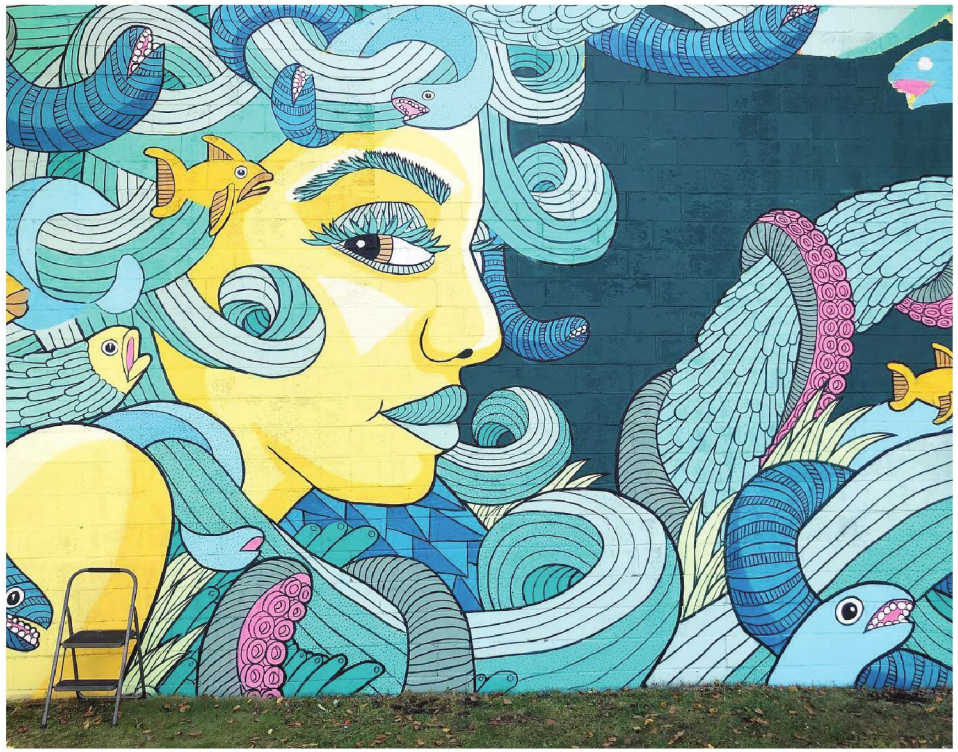
16. **Mixed blessing** - Top Golf is the most visited entertainment destination Brooklyn Center; and they employ local residents and students. However they are situated in an isolated site by highways, many of their patrons are unaware they're in Brooklyn Center and those patrons don't spend additional time or money in the City.

17. **Multiple school districts** - Brooklyn Center is served by four school districts, including Anoka-Hennepin, Brooklyn Center, Osseo and Robbinsdale. Most of the City's youth, attending 5th grade or higher, attend schools outside of Brooklyn Center. Local history and the current stories of Brooklyn Center are not part of the curriculum, and the potential for civic pride and hometeam spirit are not available.

18. **Spaces and resources** - In order to foster cultural development and bring the City's diverse cultural communities together, locally-based and community-minded arts and cultural facilities are needed. These include performance venues, work spaces, gathering places, markets, etc. Until such time, however, it's important to note that artists, arts service

Brooklyn Center City Hall

# Opportunities



Chuck U ChromaZone Mural Festival

1. **Partnerships** - The City can strengthen and cultivate partnerships with the County, neighboring cities, Metro Transit, Brooklyn Bridge Alliance for Youth, Three Rivers Park District, the Watershed District, local schools, businesses, Brookdale Library, and others—and pursue opportunities to forge new partnerships. For example, the Police Department can partner with the Brooklyn Center School District's After School program to teach graffiti offenders how to develop artmaking skills. Note: A pilot project is currently underway.

***"I would like to see all residents work together to take the time to get to know their neighbors."***

2. **Build on assets** - The City can build on its existing programs, add value to its investments and increase the impact of its efforts on communities. These include Rec on the Go, pop-up Saturday Market, Centennial Park and its Memorial Amphitheater, Earle Brown Heritage Center, the Neighborhood Liaison program and more.

3. **Building Optimism** - The Opportunity Site, a long-term effort to establish a vibrant, health-oriented downtown for Brooklyn Center, has already begun to build hope and optimism amongst residents and nearby businesses. While signage might help answer questions about what's coming to the site, public art and beautification strategies can help mitigate the negative image of the site as it currently appears, as well as during the construction phase, focusing the attention of drive-by audiences on temporary, colorful enhancements that convey a sense of excitement about what's to come.

4. **Murals allowed** - The City's sign ordinance can be improved, eliminating restrictions on mural production. Other new policies can be established, leveraging sustainable funding sources and encouraging private sector participation in community-engaged projects. (underway)

5. **Grow awareness** - Street Banner demonstration project provides a good example of a highly visible community-engaged public art project that generated civic pride and increased awareness and appreciation for public art. The City can mine the results to help educate the broader community.

***"We [need] more food options and healthier food options."***

***"I would love to see North Minneapolis and Brooklyn Center become destinations for interesting food, shops, breweries, dog parks, etc. in the same way NE Minneapolis has."***

6. **Continue demo projects** - The City's efforts to promote the 2020 Census—incorporating a community-wide lighting strategy and creative projections on enormous local landmarks, such as an apartment building and water tower—serves as a sample of potential future projects that can generate positive impressions, attract media attention and make the City more noticeable to motorists.

7. **Wealth of opportunities** - There are several planned public improvement projects and private developments underway, as well as events and festivals that can involve artists or incorporate public art of some type. These could be temporary or fixed projects which could be managed by City staff, a consultant, or a partner, such as Metro Transit, a schoolteacher, a nonprofit or a business in the community.

# Opportunities

8. **Incubate local talent** - Local artists, fabricators, designers and allied professionals can generate wealth by increasing their capacity to participate in community-engaged public art as well as commissioned projects. In order for the City to continue investing locally in beautification and public art, staff can identify, incubate and promote local talent, and partner with local workforce training programs (such as CAPI's) and programs that train artists (such as those run by Forecast and Springboard for the Arts. Likewise, Artspace Projects, a regional nonprofit, has the knowledge and expertise to help the City grow and develop cultural spaces and artist live/work buildings.

9. **Learn by doing** - The City can continue developing and implementing modestly-scaled demonstration projects, such as the Street Banner project and the Census 2020 initiative, helping staff and elected officials grow their understanding around the process and impacts of public art and beautification projects that involve the community.

10. **Promote health** - Employing the theme of "Healthy City" with a catchy tagline, like "Building Our Home Together" offers many options for connecting beautification and public art efforts with goals identified in the City's Comp Plan.

***"To develop a place where community members thrive and others want to come and belong."***

11. **Alignment with philanthropy** - Focusing efforts on authentic and meaningful community engagement, with equity and social cohesion as goals—in a City with Brooklyn Center's demographics—has potential to attract investment from regional foundations and corporate philanthropy.

12. **Playground potential** - Park improvements over the next few years, overseen by the Public Works Department, include building 20 new playgrounds in neighborhoods throughout the City, among other highly visible improvements. Public art can add value to these types of capital investments, and offer opportunities for meaningful engagement with communities.

13. **Library as cultural center** - The Brookdale Library currently serves as a defacto cultural center for the community, partly due to its sizable meeting rooms, exhibit spaces and programming. According to staff members, there may be opportunities to grow their role in this regard, such as increasing the number of exhibits displayed or arts events hosted. Note: "Brookdale" was the name of the shopping mall that closed in 2010; the name has little meaning for millenials. One idea worth considering is changing the name of the library to something like "Brooklyn Center Library & Cultural Center." After all, Brooklyn Park has its own library. How might this simple name change alter the perception of library patrons, future patrons, and generate civic pride in a tangible way? How might the City capitalize on the media stories such a change would generate?

14. **Start from scratch** - Developing a brand new program focused on public art and beautification means the City can start with a "blank slate" and isn't limited in its options or how it's "been done before." The City can take advantage of lessons learned by other cities, however, and build the kind of equitable, inclusive, community-minded, health-oriented program it desires.

15. **Drive-by visibility** - The City benefits from an substantial average daily drive-by population of over half a million vehicles traversing the major freeways and roadways bisecting and encircling the City. With cooperation from MNDOT and the County, and a modest investment of funding, the City can make itself known as a place that creatively markets itself and generates positive impressions. In addition to its water towers, one of which the City used to promote the census in March 2020, there are pedestrian bridges over the highways that can be augmented to promote Brooklyn Center and other opportunities worth considering. (See map of opportunities)

16. **Magnetic businesses** - Top Golf, a national chain, opened its only Minnesota facility in Brooklyn Center in September 2018, a 65,000 square-foot entertainment complex at the site of a former multiplex cinema near the busiest intersection in the region (Hwys 94, 694 and 100). Top Golf is considered a commercial success, serving thousands visitors per year. The Earle Brown Heritage Center, an event and convention center owned and operated by the City, hosts more than 300 events per year, serving more than 110,000 people, approximately 85% of whom are from outside the area.

***"Continue to revive with new businesses (quality over quantity) and clean public areas while staying affordable and diverse."***

17. **BC history** - Lessons or curriculum can be developed—perhaps in graphic novel form—highlighting the history and current-day stories of Brooklyn Center. This could increase student awareness and appreciation of the City and encourage them to envision what kind of city they want to live in, what stories they want to tell and show them how they can realize their visions.

18. **Youth development** - Artists skilled in working with young graffiti offenders can partner with the Police Department and local schools to offer after school workshops focused on artmaking using aerosol art, airbrush, and stencil murals, not only as a deterrent, but to nurture the budding creative talent of youth. Note: Brooklyn Center Schools, working with artist Peyton Russell, are pursuing this concept.

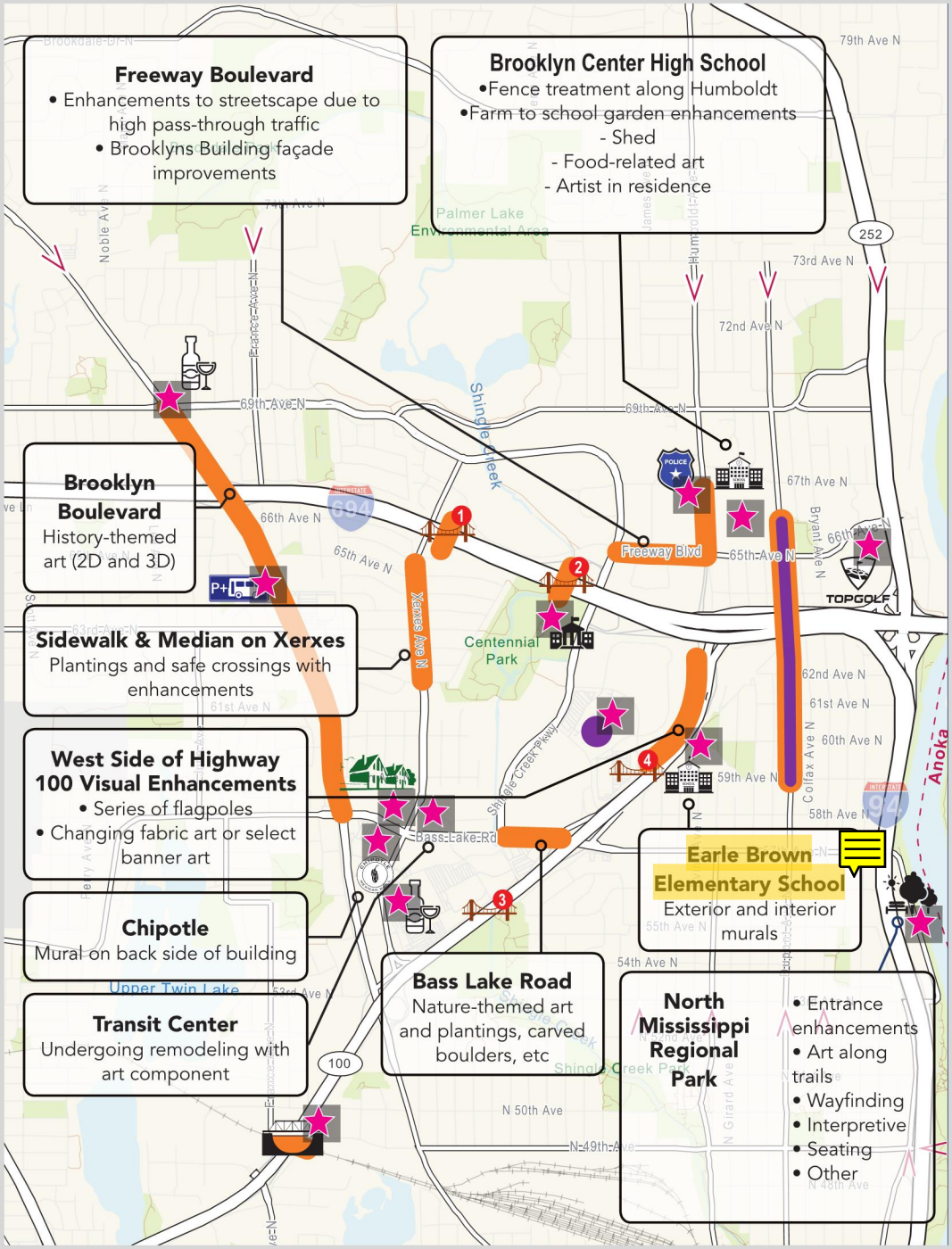
# Primary Corridors and Public Art Opportunities

This map identifies a variety of opportunities for public art and beautification efforts throughout the city, as determined during the planning process, several of which pertain to corridors, entry areas, and highly trafficked locations.

Transit Center

City Hall

Pedestrian Bridge over Hwy 100




**City-owned Liquor Stores**
- Enhancements to parking lots

**Pedestrian Bridge Over 94/694**
- Fabric weaving and lighting on fencing

**Pedestrian Bridge Over 94/694 into park**

**Pedestrian Crossing Bridge**
- Fence treatment

**Pedestrian Bridge Over Highway 100**
- Involve students in fencing enhancement

**Park & Ride Lot**
- Enhancement to bus waiting area

**Railroad Bridge Over Highway 100**
- Railing enhancements

**Police Headquarters**
- Front lawn gathering place (seating, memorial, plantings, etc.)

**Opportunity Site**
- Temporary installations, pop-up events during construction
- Gateway art/iconic monument feature
- Mural park reflecting community diversity
- Cultural/art center as part of master plan

**Public Art Opportunity**

**Corridor Enhancements Needed**

**Earle Brown Days Parade Route**
- Involve artists with youth to enhance event

**Art for New Housing Development**
- Design process underway Summer 2020.

**Top Golf**
- Opportunity for fiber art on netting

**City Hall**
- Visual enhancements to City Hall and Community Center entrances
- Increase cultural programming in park and on Millennium Stage

**Noteable Gateways**

# Values

**In order to create a shared vision for Brooklyn Center's Beautification and Public Art Initiative, it's critical to identify motivational factors that inspire and guide the work going forward. The following list was developed within input from a broad and diverse group of community members, stakeholders and participants in the planning process.**

**A. Places of beauty that encourage positive social interactions** contribute to our wellbeing and our quality of life.

**B. Engaging diverse cultural community members** in co-creating the physical and social environments in which they can thrive fosters civic pride and increases stewardship of public spaces.

**C. Public art reflects the values of the community; residents should be able to see themselves in the art** that is part of their shared daily life and feel respected and represented.

**D. If something is worth doing**, it's worth doing well; high quality beautification and public art efforts require adequate time and resources.

**E. Art and artists play an important role** in developing, beautifying and revitalizing cities, as well as promoting economic activity, generating pride, and building community.

**F. Cultural and community development** are as important as economic development.

**G. Beautification and public art are an important part of any city's arts and cultural ecology.**

**H. Reduce disparities, remove barriers** to participation and uphold values of equity, diversity and inclusion.

**I.** Beautification can elevate property values and attract businesses, artists and creative industries, however it's critical to **avoid displacement** and unwanted gentrification.

**J. Embrace all seasons** and consider every neighborhood.

**K.** People enjoy living in a community where they **make new friends and learn new things**.

**L.** It's critical to incorporate **maintenance and conservation funding** into all capital projects.

**M. Building community is good for business**, and good for Brooklyn Center.

**N. Youth development is critical** to Brooklyn Center's future, and the arts can play a critical role.

**O. Environmental stewardship** contributes to long-term sustainability.

**P. Ensure representation** on decision-making groups is inclusive, including first and second generation immigrants, individuals facing economic challenges, students and other typically underrepresented stakeholders.

**Q. Education and lifelong learning** contribute to a healthy society.

**R. Artists should be paid for their time**; they are small businesses and need support.

**S. Public art should be a forethought**, not an afterthought.

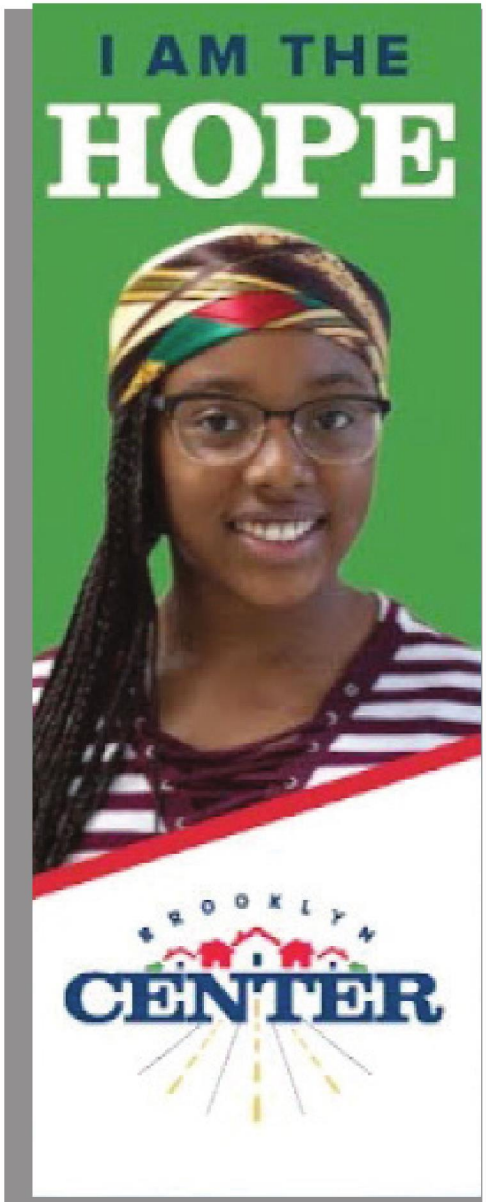
**T. The wellbeing of leaders, staff and volunteers is critical** to long-term sustainability.

**U. Creativity, innovation and collaboration are essential** to thriving, resilient communities.

**V. Honor history, people and events that came before.**

**W. Professional management, truthful communications**, mindful governance, informed decision making and accurate financial reporting are essential to successful operations.

**X. Balance top-down decision-making with community-driven empowerment.**



Brooklyn Center Street Banner

# A Shared Vision For Brooklyn Center

## *Imagine...*

**Brooklyn Center** is known as a place where diverse community members can see themselves in the art that's part of their daily lives and work together to build their shared home, a home where residents and businesses thrive, actively engage in cultural activities and enjoy their quality of life. The City hosts an inclusive, equitable, people-powered beautification program focused on improving health, wellbeing and thoughtful design throughout the city. Effectively governed, adequately funded and professionally managed, Brooklyn Center's forward-thinking public art program is recognized nationally as high quality, meaningful and impactful.

In the not-to-distant future, thanks in part to the City's vibrant beautification and public art, people want to move to and open businesses in Brooklyn Center. They invite their friends, families and colleagues to join them. They enjoy living in a community known for its "random acts of beauty" and look forward to community-engaged projects in which they get to participate, meet neighbors and co-create the way their city looks and feels. They make new friends and learn new things. They're proud of their city—its great gathering places, connective trails and parks, its vibrant social life, its family-oriented arts and entertainment offerings and its thoughtful, high quality public art.

Brooklyn Center students engaged in the Farm to School program, led by Hana Blissett Photo: Megan Grubb

# Guiding Principles

Photo station at the Banner Project celebration, held at Brookdale Library

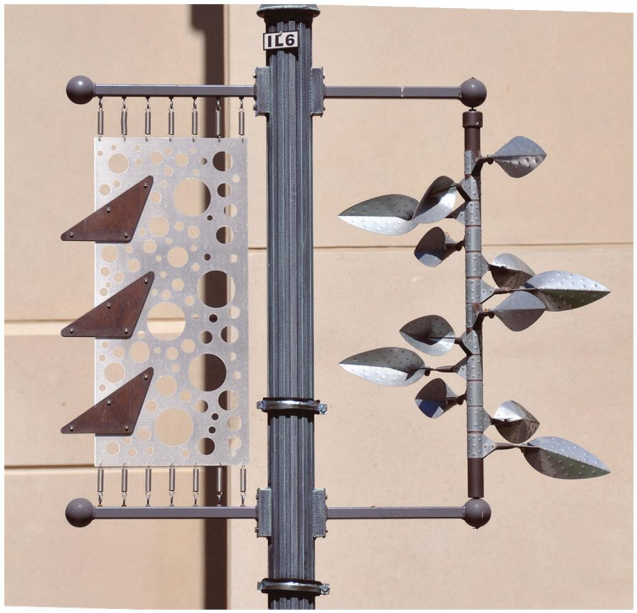
**It is critical that the goals identified in this plan are activated through the lens of the following guiding principles, distilled from the list of values identified on page 27:**

1. Welcoming, Safe and Accessible
2. Diversity, Equity, Inclusion and Sustainability
3. Youth, Family and Community Engagement
4. Citywide, with Regional Mindfulness
5. History of Place and Those Who Came Before
6. Quality Creativity, Innovation and Collaboration
7. Education and Lifelong Learning
8. Health and Wellbeing
9. Adequate Resources and Realistic Expectations
10. Professional Management, Programming and Communications

# A Sampling of Possibilities

## What Might Public Art & Beautification Look Like Over The Next 5 Years?

Based on what we heard and what we learned, the range of public art and beautification projects resulting from this plan will likely be as varied and diverse as the Brooklyn Center community. If the Shared Vision is realized, then is realized, then many significant outcomes will result. If successful, the City's diverse residents will work collaboratively to make visible their stories and their shared values. Colorful and joyful gathering places will appear—environments designed to remove the stigma of poverty and honor different cultures. Residents will be able to see themselves represented in public spaces, building on the success of the City's Street Banner and Census 2020 demonstration projects. There are many ways public art can happen in the future. The following list is just a small sampling of the types of projects that can happen in Brooklyn Center.




An example of wind-activated sculptures mounted to streetlight poles, where banners typically are seen.

A. **The City commissions artists** to incorporate art in public improvement projects, such as streetscapes, playgrounds, remodeled public buildings, etc.

B. **Private developers commission artists** to enhance housing, retail or commercial developments—including during the construction phase, to mitigate negative impacts.

C. **Residents, neighborhood groups and businesses engage artists** to develop art projects in public-facing spaces—independently, or with start-up support from the City, through mechanisms such as a micro-grant program.

D. **Training opportunities are offered to artists**—of all disciplines—living in Brooklyn Center to learn how to engage with neighbors and each other to create meaningful projects, generate income, and attract positive media attention.

E. **Artists are embedded in the City**, such as the "Rec on the Go" program, in the Community Center, in schools (engaging both students and educators), in new housing developments, at Brookdale Library and in social service organizations, among others.

F. **Community members participate in planning** and implementing cultural events and festivals, such as World Refugee Day.

G. **Functional amenities designed by artists** are dispersed around the city, such as custom-designed park benches, shade structures and trash can holders, as well as projects in neighborhoods and along trails designed to increase physical activity amongst residents.

A performance event in Centennial Park

# Focal Areas for Public Art & Beautification

**Cross Reference City Comprehensive Plan and the Beautification and Public Art Master Plan**

1. Deepen inclusive community engagement
2. Cultivate partnerships
3. Improve communications and engagement
4. Engage the City's youth
5. Create a vibrant and innovative city center and surrounding neighborhoods
6. Create unified branding, connections and visual cues
7. Enhance the City's community image
8. Encourage reinvestment in infrastructure
9. Increase community participation in parks & rec system
10. Improve and maintain quality parks
11. Maximize access and use of parks
12. Grow housing stock thoughtfully

Based on the above Brooklyn Center Snapshot, findings, overview of the public art field and other contextual information collected during the planning process, the consultants recommend the City of Brooklyn Center strive to go beyond simply placing art in public places or planting more gardens. The potential to build on the City's assets and capitalize on its opportunities offer the City the ability to gradually—and iteratively—build a forward-thinking, holistic program. As mentioned previously, public art and beautification are part of a city's larger arts and cultural ecosystem. When combined with community development and infrastructural investments they can contribute to the overall well-being of the community, as well as the physical, mental and emotional health of citizens.

It's important to note that beautification and public art projects supported by the City require an investment of time, money and people. Rather than be viewed as a frill, they should align with and support larger City goals and serve to advance priorities identified by the City. The following Focus Areas include numbers that align with goals established by the City (see page 17) and selected quotes from community stakeholders. The Focus Areas in this section of the plan are accompanied by strategies drafted for consideration and potential implementation by the City. They are not meant to be comprehensive, but offer a starting point to inform the development of projects, process and policies.

## 1. Empower Youth

***"Students want more art in the city, opportunities they can participate in."***

COMP PLAN ALIGNMENTS: 1, 2, 4, 9

A. Include youth representation on City's Arts and Culture Commission.

B. Partner with Brooklyn Center Community Schools, including their after school and summer programs, Farm to School program, and other efforts to visually enhance school buildings and property. Consider artists assisting with gardening projects at the High School, like an artful tool shed, benches and colorful plant identifiers.

C. Seek to strengthen the voices of youth, empower them to build new relationships and support community change efforts.

D. Stress projects that involve students, their parents, family members and neighbors, such as oral history projects, performance events and mural making.

E. Consider a role for youth in the effort to plan and construct new playgrounds across the City.

F. Invite participation of college students from the region to help research, develop and implement projects. Consider fine art majors as well as design, urban studies, journalism, creative writing, etc.

## 2. Amplify Voices of Under-served and Under-represented Communities

***"Revitalization that welcomes everyone who wants a safe and healthy community."***

COMP PLAN: 1, 2, 3, 4, 5, 12

A. Seek partnerships with locally-based social service organizations, State of Minnesota, Hennepin County, the Metropolitan Council and regional foundations.

B. Add public art and community engagement skill building to the current mix of workforce training programs offered by CAPI and other local social service organizations.

C. Consider projects that raise broad public awareness of issues facing those in poverty, including collecting and sharing stories through a variety of outlets, including spoken word, performance, dance, murals, etc.; creating environments that remove the stigma of poverty—places of color and joy.

D. Seek representation by underserved individuals on City's Arts and Culture Commission or advisory group.

# Focal Areas for Public Art & Beautification

## 3. Invest in Creative Economy and Entrepreneurship

***"I hope that our community continues to grow both in diverse population but also in its business diversity."***

COMP PLAN: 1, 2, 4, 5, 9

A. Partner with locally-based organizations and businesses aimed at job creation, workforce training and job referrals and offer on-the-job experiences working with artists on public art and beautification projects.

B. Add public art and community engagement skill-building to the current mix of professional development and job training programs offered by CAPI and other local social service organizations.

C. Consider incubating industries and businesses related to beautification and public art, such as fabrication, design, documentation, landscape architecture, engineering, and other creative maker businesses.etc.

D. Support paid apprenticeships, internships, mentorships and other strategies to encourage hands-on learning.

E. Consider artist-in-residence in a school, library, a community garden project, Rec on the Go, etc.

F. Offer modest micro-grants for projects partnering artists with residents or businesses, as well as leaders of cultural communities or neighborhood groups.

## 4. Capitalize on Drive-by Visibility

***"I would love to see Brooklyn Center become [a] destination for interesting food, shops, breweries, dog parks, etc."***

COMP PLAN: 2. 3, 5, 6, 7

A. Seek ways to inform motorists they are in or passing through Brooklyn Center.

B. Consider utilizing pedestrian bridges over highways 94 and 100 as opportunities for beautification and branding.

C. Seek partnership with Top Golf, the Crest apartment building and other highly visible businesses.

D. Mitigate negative impressions of the Opportunity Site from Highway 100. For example there could be a series of tall flagpoles that feature changing art displays, such as large, colorful "flags" with visual motifs reflecting the many cultures found in the community.

Brooklyn Center Water Tower

## 5. Add Value to Public Improvements, Private developments & Transit Projects

***"To me, a healthy Brooklyn Center looks like people living their lives close to home, with less need to go elsewhere"***

COMP PLAN: 1, 2, 4, 5, 6, 7, 8, 9, 10, 12

A. Explore options for visually enhancing entrances into the City, including iconic "gateway" art elements as part of the Opportunity Site redevelopment.

B. Take advantage of large county or state infrastructure efforts, such as Hwy 252 improvements at 69th Street.

C. Consider meaningful ways to engage neighborhoods, families and students in new playgrounds planned over the next three years.

D. The Transit Center on Bass Lake Road—the second-busiest in the Metro area—offers opportunities for public art and beautification (currently underway).

E. The Park & Ride lot on Brooklyn Blvd and 65th Street could be enhanced to increase wayfinding and the perception of safety.

F. Engage artists in plans for updating City Park signs, scheduled to be replaced in five years.

## 6. Maximize Impact of New Housing Developments

***"Invest in new, modern housing opportunities for young adults, families and seniors."***

COMP PLAN ALIGNMENTS: 2, 5, 8, 12

A. New multi-family housing developments can consider ways to provide more than an apartment and basic amenities, such as laundry, lounge, workout rooms, and party rooms, etc. Consider an artist in residence, working under a barter arrangement with the property owner or manager. The artist can offer workshops, classes, create art to hang in hallways, etc. in exchange for boarding, and add value to the quality of life for residents.

B. Public art can enhance the visual impact, increase sense of resident pride in place, and offer community-building programs and activities to improve the quality of life. This could include a co-working space, a playground/bbq facility, social spaces and other unique amenities. Note: Public art in private developments are already underway in Brooklyn Center. Real Estate Equities and Alatus are pursuing strategies to incorporate art in their developments. The City can encourage more of the same, as well as establish guidelines for developers seeking to integrate art into their buildings. (See Public Art & Private Development, page 54)

# Focal Areas for Public Art & Beautification

**Cross Reference City Comprehensive Plan and the Beautification and Public Art Master Plan**

1. Deepen inclusive community engagement
2. Cultivate partnerships
3. Improve communications and engagement
4. Engage the City's youth
5. Create a vibrant and innovative city center and surrounding neighborhoods
6. Create unified branding, connections and visual cues
7. Enhance the City's community image
8. Encourage reinvestment in infrastructure
9. Increase community participation in parks & rec system
10. Improve and maintain quality parks
11. Maximize access and use of parks
12. Grow housing stock thoughtfully

## 7. Improve Streetscape Experiences

***"More city pride. Less crime."***

COMP PLAN: 5, 6, 7, 8

F. Art can improve wayfinding and perception of safety for pedestrians and transit users. Artists can create seating, lighting, bike racks and other amenities that enhance the streetscape environment.

G. The City can build on its successful street banner demonstration project, support temporary treatment of vacant parking lots and roadside art.

## 8. Enhance and Amplify Environmental Improvements

***"[I want BC] to be a clean environment with little crime."***

COMP PLAN: 2, 5, 7, 8, 9, 12

A. The City is rich with natural resources, including lakes and streams that are considered "impaired," such as Shingle Creek.

B. Public art can have multiple functions, such as raising awareness of water conditions and water management or restoration; add beauty to stagnant areas of stream; and oxygenate as well.

C. Consider ways art may help to mitigate environmental impact concerns of Hwy 252 reconstruction and its proximity to the Mississippi River, and raise awareness of the river as an important asset in the City.

D. Seek partnership and support from the Shingle Creek Watershed District.

E. Consider other environmental concerns impacting the health of citizens.

## 9. Enhance or Expand Upon Existing Cultural Events

(Selected List)

***"Bring communities together through festivals and public art."***

COMP PLAN: 1, 2, 3, 4, 5, 6, 7, 9, 11

A. **Earle Brown Days and Parade** - (late June; see map on page 26 for parade route on Dupont) The City's annual summer celebration, now in its 38th year, features a community parade and a market at the Earle Brown Heritage Center.

B. **National Night Out** - (first Tuesday in August; citywide) Intended as a crime prevention tool, this event encourages neighbors to get together and pay attention to their surroundings. The more you know about your neighborhood, the more you can do to keep it safe.

C. **National Night Out Kick-off Event** - (first Monday in August; in Centennial Park) Neighbors meet neighbors and learn about neighborhood safety initiatives and techniques, meet community partners, enjoy food and beverages and join the fun.

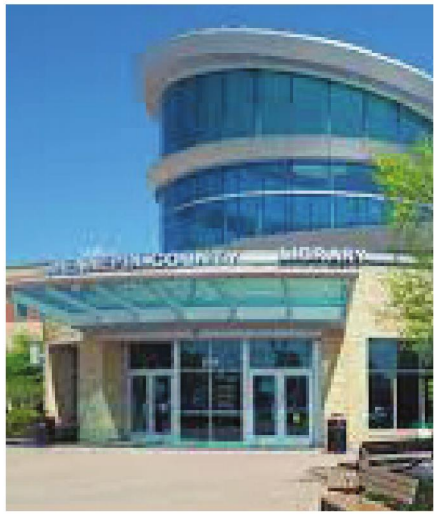
D. **Farm Fresh Fest** - (Fridays, July-November; 4-6 pm at CEAP). CEAP's annual community celebration is an opportunity for neighbors to receive fresh, in-season produce in a warm, inviting festival atmosphere. The event features live music, resource tables and more.

E. **Pop up Saturday Market** (Second Saturday in June-September in a vacant parking lot-TBD). This City-led effort is intended to offer the community an outdoor market with food, music, games and booths offering crafts, clothing and collectibles, as well as resource tables for services available to the public. Consider street painting, interactive projects, colorful banners, live performances, etc.

F. **Farmers Market** - (Held in the parking lot of Sun Foods). This popular market features fresh produce and brings the community's diverse population together weekly in the summer months. Certain items, however, are not available since the store doesn't want competitors for some of its own products. How might performances and visual enhancements animate the space and offer opportunities for sharing stories?

G. **Memorial Amphitheater** - The Recreation Department seeks to increase use of its Memorial Amphitheater in Centennial Park, including more performances, dance lessons, yoga and programming produced by community members. This concept offers a variety of low-cost opportunities to engage the broader community, such as traditional and contemporary ethnic performance groups, touring theater companies, students and amateur performers in the City. Could there be a talent night? Could the Brooklyn Bridge Youth Alliance play a role?

# Focal Areas for Public Art & Beautification



## 10. Develop new cultural events and arts facilities

***"Showcase the unique cultures and values that make up our community including business opportunities and community events (that should absolutely include art for expression and more!)"***

COMP PLAN: 1, 2, 3, 4, 5, 6, 7, 11

A. **World Refugee Day**, organized by CAPI, is planned to take place in Brooklyn Center. In addition to performances on the stage, resource tables, youth activities and educational programming, a mural is being planned as part of the event, informed by a community engagement process to identify imagery and themes.

B. **International Cultural Festival** (planning under way) is an event that features talent from the City's rich cultural community, including food, dance, music, crafts, fashions and more, as well as hands-on activities for youth and families. The City has engaged community stakeholders in the planning process, and hopes to grow this into an annual event. The Earle Brown Heritage Center is a possible venue, however the festival could consider multiple locations. The Festival of Nations program, led by the International Institute of Minnesota, could be a valuable resource, along with the Minneapolis Park & Recreation Board, which launched its own international festival in 2018.

C. **A Multi-Cultural Center** is needed long-term as an ongoing hub for community use, and to attract audiences from the region for economic benefit. A freely accessible arts and cultural facility could provide a space for people in the city "to really see themselves"—all of the creative and cultural assets that are hidden in the community. This concept could be combined with a marketplace, a youth recreational facility or an indoor arboretum concept—or all of these combined! Currently many local artists need to leave the area to exhibit, rehearse, perform or create works of art and craft. According to one resident, "There's a need for some excitement in this area—some positive excitement. It's a part of the overall scheme of building community, reducing crime, putting young people on the right path and bringing community together."

D. **Brookdale Library** currently serves as the defacto cultural center for Brooklyn Center. It is practical to consider options for expanding the library's role as a hub for cultural activities and exchanges with Hennepin County Facilities staff, as well as library programming staff. This could include upgrading meeting spaces to accommodate performances, adding large display cases, supporting artists in residence, hosting traveling exhibitions, etc. (See also Opportunities, #13 on page 25)

E. **Affordable artists live-work spaces** are in demand in the region. Repurposing underutilized buildings for artists is an effective way to attract artists to live and work in Brooklyn Center and serve the needs of local artists seeking to work outside the home. Increasing the number of talented professionals in creative fields based in the City could benefit the entire community. Consider barter arrangements of reductions in rent based on the number of hours per month artists engage with community members as part of the City's innovative program.

**Cross Reference City Comprehensive Plan and the Beautification and Public Art Master Plan**

1. Deepen inclusive community engagement
2. Cultivate partnerships
3. Improve communications and engagement
4. Engage the City's youth
5. Create a vibrant and innovative city center and surrounding neighborhoods
6. Create unified branding, connections and visual cues
7. Enhance the City's community image
8. Encourage reinvestment in infrastructure
9. Increase community participation in parks & rec system
10. Improve and maintain quality parks
11. Maximize access and use of parks
12. Grow housing stock thoughtfully

# Focal Areas for Public Art & Beautification

## 11. Promote The City's Diverse Cultural Communities and Foster Social Cohesion through Storytelling.

***"I would like to see all residents work together to take the time to get to know their neighbors."***

COMP PLAN: 1, 2, 3, 4, 5, 6, 7, 8, 10, 11, 12

A. Use story-telling as a foundational component of public art strategies, including visual, performing, media arts and events. "Arts-based community engagement practices often begin with storytelling, imagination and interactive activities, so that communities can tap into the cultural identity, knowledge, and experience of its residents." - Lyz Crane, ArtPlace America

B. Involve local historians, elders, residents and business owners (among others) to work with educators and curriculum developers to improve learning about Brooklyn Center—in schools, parks and other public places. Helping students from Brooklyn Center learn about the city could grow awareness, understanding and appreciation for their hometown or the city in which they attend school. Knowledge gained can inform the creation of a variety of community-engaged public art projects throughout the city.

C. Storytelling can inform a variety of public art projects to come, including:
- Enhancements to new neighborhood playgrounds
- Benches and seating elements along nature trails and in parks
- Storytellers embedded in the Rec on the Go program
- Exhibits and performances at the library or school auditorium
- Raw material for songwriters and musicians (a BC anthem?)

D. Brooklyn Center has stories to tell, including history to mine:
- The Earle Brown Farm was the first airfield in Minnesota.
- The City's Mound Cemetery was named for the nearby Indian mounds.
- The farming community helped feed the entire region, as far away as Chicago.
- The Community Center features an indoor Olympic-sized swimming pool.
- Earle Brown stories abound, including some controversial ones.
- Farrell's Ice Cream Parlor built the world's largest ice cream sundae in 1979.

## 12. Use City-Owned Buildings and Public Spaces for Aesthetic Enhancements and Activities

***"I hope it can develop a special identity that inspires residents and neighbors of the city, and is based on the creative talents of its people."***

COMP PLAN: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11

A. There's a sizable open space with a tree in front of the Police Headquarters on Humboldt Avenue. A placemaking project can be considered to transform the site, with some seating—an intimate story-telling setting. A memorial could be considered, honoring local police who died in service.

B. The fence outside the High School's sports fields on Humboldt could serve as a canvas for temporary art installations.

C. The City owns two liquor stores—the only liquor stores in the city, including a new one that recently opened. These are money-making ventures for the City. What role could these play in promoting a healthy city? Art, inside and outside, can play a role. For example, consider enhancing the parking lots to increase people's sense of safety. These parking lots, as well as other lots in business districts around the City, are problem areas in terms of littering. Consider creative ways to use the extra space in the new store, such as temporary exhibition space, performance space, etc.

D. The entrance to City Hall is unwelcoming and lacks character; it could benefit from a temporary facelift, such as a digital mural mounted to the wall surrounding the doorway, as well as enhancements to the lobby area. Among the criteria for the mural design could be: welcoming, multicultural, colorful and photogenic. Temporary exhibits could also enhance hallways and City Council chambers.

E. The City-owned golf course, Centerbrook, operates on a fee for service basis. Consider expanding its use as a public venue, hosting fun, family-friendly events, such as a kite-flying contest, outdoor concerts, Frisbee tournaments, Augmented Reality gaming and temporary outdoor art installations. Explore potential uses for the park in the winter, when the course is not in use, such as a giant sledding hill, a cross country ski course, snow sculptures, etc.

F. Changing art in City parks and along trails that run through neighborhoods can inspire physical exercise and reward repeat visits.

# Focal Areas for Public Art & Beautification

**Cross Reference City Comprehensive Plan and the Beautification and Public Art Master Plan**

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## 13. Maximize Communications with Community

***"I dream of a BC where neighbors know each other by name. Where crime is rare and people pick up trash instead of adding to it. Where people care."***

COMP PLAN: 1, 2, 3, 4, 6, 7

A. The City mails 9,000 statements to customers each month. Could the outside of the envelope feature art, or could artful messages be inserted in the form of discount coupons to redeem at the Community Center, the golf course, etc. An art contest could result in art by youth featured each month, along with the story of the artist.

B. The City's monthly print newsletter is an excellent platform in which to promote local talent, including poetry, graphic design, creative writing.

C. The City's website and social media platforms all offer additional opportunities for giving voice to diverse talent in the community, including youth, adults and seniors.

## 14. Build Pride and a Sense of Belonging in All 17 Neighborhoods

***"More city pride. Less crime."***

COMP PLAN: 1, 3, 4, 6, 7, 9, 10, 11

A. In Brooklyn Center, neighborhoods are named after the parks they contain. How can art, beautification and design contribute to distinguishing one neighborhood from another? Consider strategies such as signage, branding elements, playground environments, flower gardens, etc. Stories from each neighborhood's past, present (and desired future) can inform design guidelines and criteria for public art. Involving residents in the planning, design and creation of such efforts helps ensure a greater sense of stewardship, pride and sense of belonging. Consider utilizing the Rec On The Go program to facilitate the process—perhaps 2-3 neighborhoods per year.

## 15. Enliven Business Districts

***"Continue to revive with new businesses (quality over quantity) and clean public areas while staying affordable and diverse."***

COMP PLAN: 3, 5, 6, 7, 8

A. Business districts in most suburban cities typically lack character and charm, and their parking areas are uninviting, sometimes trash-strewn and occasionally populated by panhandlers. How might these spaces be transformed into colorful, welcoming spaces? In the short-term, consider stretching cables between light poles to support changing displays of colorful fabric, speakers for music and decorative lighting. See the Environmental Stewardship study summary, on page 81. Consider semi-enclosed walkways, welcoming gathering places with greenery and lush landscaping. Consider mixed uses, combining office, retail, recreation and housing adjacent to green space.

A. The Opportunity Site clearly holds the greatest promise for a new kind of downtown core for the City, however it is a long-term effort and should not preclude investments to improve shopping and commercial nodes elsewhere in the community. In fact, it makes it more important, since the Opportunity Site is likely to steal much of the attention and business away from these smaller, neighborhood-oriented nodes.

# Focal Areas for Public Art & Beautification

**Cross Reference City Comprehensive Plan and the Beautification and Public Art Master Plan**

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## 16. Enhance Thoroughfares & Gateway Entrances

***"Put us on the map as a contributor to the Metro."***

COMP PLAN: 2, 4, 5, 6, 7, 8

The consultants studied the major transit corridors bisecting, encircling and traversing Brooklyn Center, seeking to determine if they convey a distinguishable identity or character and identify what types of opportunities might serve to improve or enhance each corridor. The map above was created to identify major roadways, entranceways and key points of opportunity. While there are many points of entry into Brooklyn Center, some of them offer more opportunities to enhance than others, given the size of available roadside space as well as viewsheds from the motorist perspective. Analysis of the highest traffic roadways is summarized below.

A. **Shingle Creek Parkway**, from 694 to Bass Lake Road, already serves as a spine for a collection of civic and cultural facilities, with growth expected as the Opportunity Site develops entertainment and cultural amenities. As such, this corridor—and adjacent parks and open parking areas—has the greatest potential to host temporary and permanent art installations, outdoor events and large public gatherings.

B. **Highway 100** cuts diagonally through the City, terminating at Humboldt Avenue just north of highway 94. The corridor lacks character, but offers viewsheds of the Opportunity Site that may offer valuable visibility once the City's new downtown takes shape.

C. **Hwy 694** is essentially a trench cutting through the north half of the City, bounded by sound walls. A couple of pedestrian bridges bisecting the highway offer opportunities to brand the City in creative ways.

D. **Xerxes Avenue** has qualities that that one interviewee referred to as Brooklyn Center's "Main Street," accented by a pedestrian median that could serve as a "canvas" to enhance its role in the mix of transit experiences throughout the City.

E. **Brooklyn Blvd**, while dominated by large auto dealerships by 694, offers opportunities to tell stories of the City's rich agricultural past. ("Brooklyn Center was charming during the truck farming era with Osseo Road, later called Brooklyn Blvd. and its main street, lined with huge elm trees, fields for plants in every color and many rows of water sprinklers.") How might this corridor's past inform its future? An ongoing land use study can offer opportunities to identify locations for public art and themes which might connect the community to the corridor.

F. **Bass Lake Road**, essentially a commercial corridor, features a series of enormous power line towers that dominate the landscape. On the street level, which is not very pedestrian friendly, a wide landscaped trench down the middle of the corridor offers opportunities for visual enhancements, such as natural features, giant boulders and creative lighting that could dramatically transform the character of this corridor into something unique. Could some huge boulders be carved to resemble faces of residents?

G. **Highway 94** is the primary freeway connecting Brooklyn Center with downtown Minneapolis. As such, it plays an important role in forging impressions of the City. Since late 2018, when Top Golf opened, it became an instant landmark, one that suggests boldness and attraction, as if a circus came to town. How might the giant netting offer a "canvas" to further express the exciting potential of the City?

# Plan Implementation

## Long-Term Goals

**Based on the Vision for Brooklyn Center's Beautification and Public Art Program—informed by the Values and Guiding Principles—the following set of goals have been identified:**

Jack Becker facilitating a focus group session at the Seal Hi Rise apartments.

Support beautification and public art efforts by the Brooklyn Center community and City government according to the following aspirations:

1. **Foster civic pride and community health by:**
   - Creating and activating meaningful public gathering places
   - Enhancing connective trails and parks, and increasing usage by all
   - Nurturing a vibrant cultural life that encourages collaboration and community building
   - Offering family-oriented arts and entertainment and high quality public art experiences
2. **Increase the number of residents who become active stewards** of Brooklyn Center and feel motivated to care for the City's public spaces.
3. **Increase the number of volunteers** seeking to participate in fun and impactful beautification projects with artists, such as:
   - Painting safety crosswalks or decorative murals with neighbors
   - Creating neighborhood-themed benches in each park
   - Planting roadside flower beds and enhancing community gardens
   - Clean-up projects that result in found-object sculptures
   - Helping youth to enhance new playgrounds that give each a distinctive personality
4. **Grow the number of residents desiring engagement** in public art activities that enhance their quality of life, including:
   - Immigrant community members
   - People living in multi-family dwellings
   - School groups and youth
   - Individuals stigmatized by poverty
5. **Increase participation and leadership** by locally based artists, residents and businesses, by:
   - Supporting professional development and training for artists
   - Providing opportunities for affordable live-work space
   - Promoting artist-in-residence at schools, the library, housing developments and social service organizations.
6. **Leverage private investments** from charitable foundations and partners to warrant expansion of the program. (See funding options on pages 49–50)
7. **Build a professionally managed program** that is valued by the community, one that can evolve as a support system for larger arts and cultural development efforts, such as:
   - Annual festivals, parades and special events
   - A community cultural center, with theater, gallery and rehearsal space
   - A shared studio space or live/work space facility

# Short-Term Goals (2020–2022)

1. **Oversee Launch of Plan** within the community, including:
   - Development of a communications plan
   - Involvement of City Council and Staff in sharing information and listening to feedback and ideas from community
2. **Establish an Arts and Culture Commission** to guide further planning, advise City on:
   - Investments
   - Decision making around opportunities
   - Development and evaluation of demonstration projects
   - Development of policies, governance practices and procedures
   - Selection Committee member recruitment for projects
   - An "evaluation scorecard" to measure impacts of projects
   - A system for decision-making, documentation and record-keeping
3. **Build capacity of City staff to manage projects**—intentionally and iteratively over time—employing informed decision-making with expert guidance. Start small, producing modestly scaled projects in which quality results are likely, learn from the results and grow from there. Take into account the following strategies:
   - Build on the strengths, assets and partnerships already in place.
   - Effectively and professional staff the BCACC.
   - Take advantage of low-hanging fruit, such as projects already planned or budgeted, including public improvement efforts and private developments.
   - Recognize that every project is a demonstration project, not unlike the street banners, light projections, and community celebrations. What can be learned that can help improve the next project?
   - While focusing on near-term modest projects, begin considering future long-range efforts—4-5 years out—with time to develop concepts, generate funding, and ensure impactful results. For example:
     - The City will replace Park signs in 5 years; consider something more customized that reflects the neighborhoods that share the name of their park. Beyond the sign itself, is there an opportunity to do something more significant about manifesting the neighborhood's identity?
   - Encourage residents, businesses, schools, community groups, developers and others to initiate independent or partnership projects. Consider incentives, such as micro-grants and matching funds.
   - Engage public art consultants and curators to assist with project management, gradually building City staff capacity and independence.
4. **Consider a range of funding mechanisms** to support projects as well as an ongoing program. See list under Program Implementation on pages 49-50.
5. **Consider a range of both program administration and project management options** for implementing projects and related tasks, including: See list under Program Implementation.
6. **Reference Overlay Map and Focus Area Project Concepts** to identify areas of opportunity, such as:
   - Temporary pop-up strategies utilizing available properties that are accessible to the public.
   - Artist embedded in rec on the Go
   - Other ideas listed in the Plan
7. **Facilitate informed decision-making** by staff and BCACC using the Prioritization Checklist (See Appendix, page 80)
8. **Support partnership efforts** that can result in projects not paid for or managed by the City, such as:
   - Art for the Transit Center remodeling by Metro Transit
   - Hennepin County Public Health's effort with Hmong community
   - A mural for World Refugee Day
9. **Involve community members** to help develop projects for consideration by BCACC, such as:
   - Storytelling that helps inform public art projects
   - Talent scouting to surface artists in community
10. **Maintain City Team as a resource** to assist with program incubation and development with representatives from City department offering support, ideas and coordination.
11. **Consider incentives to grow interest** in the program, such as:
    - Micro-grants to support artists partnering with community members to generate bottom-up ideas and projects with technical assistance from City staff
    - Technical assistance for projects generated by the private sector
12. **Host educational events**, training sessions and social activities for local talent and help them learn about the program and how they can participate.
13. **Grow the community engagement skills** and effectiveness of Neighborhood Liaisons.
14. **Develop community education strategies** to broaden awareness, understanding and appreciation of contemporary public art and beautification efforts, especially ones that enhance livability.
    - Start by sharing the story of the Street Banner Project, with quotes from participants and observers, followed by a story about how and why the City is working to develop a program to build on such efforts.

# Work Plan

This Beautification & Public Art Master Plan recognizes that arts and cultural development are new to the City of Brooklyn Center. As such, the starting point for implementation of this plan focuses on establishing foundational infrastructure, such as governance, funding, project management, communications, and capacity building at the staff level. In addition, it is critical to begin informing and educating key stakeholders, elected officials, City staff, as well as the broader community. Likewise, it is essential to identify and grow the number of talented, creative residents, workers, students and design professionals throughout the city and offer them opportunities to learn, gain experience and generate revenue streams; growing the City's creative economy is one of the goals of this plan.

Given the pandemic-related challenges—Covid-19 and institutional racism—being faced today by the Brooklyn Center community, near-term programming pertaining to arts, culture, beautification and public art requires additional, careful consideration. Given this plan's focus on addressing the health of the City, arts and cultural projects should be considered as part of a larger effort to address healing, equity and well-being amongst local residents and businesses.

This Work Plan section is intended to identify high priority strategies, outline tasks for implementation, and identify Focus Areas in the plan that pertain (described in more detail on pages 31–37). Strategic areas for each section of the Work Plan include:

1. **Governance**
2. **Program/Project Management**
3. **Funding/Finances**
4. **Community Engagement**
5. **Communications and Education**
6. **Public Space Development**

# Near-Term (2020-2021) Work Plan Action Steps

## 1. GOVERNANCE

**Maintain an active and informed Arts & Culture Commission** with diverse representation, able to help the City adopt policies and procedures responsive to changing community needs and concerns.

- **Establish inaugural Brooklyn Center Arts & Culture Commission**, following City protocols to ensure a fair and equitable process. Ensure representation from City Council, the Multicultural Advisory Committee, youth and residents with strong interest/ experience in arts and cultural production. Include non-resident members with valuable expertise. Develop "job description" for commissioners (See sample of process steps in Appendix, page 107).
- **Develop Commission's charter** with involvement from newly recruited commissioners. Charter should outline purpose, goals, and procedures for meeting and decision making. Establish committees, staffing and meeting protocols, as well as record-keeping, documentation and program evaluation methodologies. Ensure chair, co-chair and secretary are elected and briefed in terms of their roles and responsibilities.
- In addition to Commissioners, **develop and maintain volunteer advisors**, project selection committees (with expertise specific to each project), and the City Team, composed of representatives from City Departments (to assist with program incubation and development, offer ideas and assist with coordination). Advisors may be project specific or offer general input and feedback. Advisors and selection committee members may be encouraged to serve on the Commission in the future. Note: Involving volunteers in leadership roles is a valuable form of community engagement; it is critical to maintain professional relationships and good communications.

## 2. PROGRAM/PROJECT MANAGEMENT

**Ensure professional program and project management**, including City staff oversight, qualified contracted services, inter-agency coordination and robust reporting and evaluation.

- With input from Commissioners, **identify priority projects to implement**, including those identified in this plan (starting with locations identified on the Opportunities Map). Note: **Prioritize pandemic recovery public art and beautification projects** that help residents heal, grieve, feel safe, become informed, and feel connected (with each other and the City). Reference Prioritization Process in Appendix on page x).
- **Provide Commissioners an overview of projects** produced during the planning process, including Street Banners, Census Projections, planning of cultural festival, and others. Inform Commissioners of projects underway, such as the Transit Center Art project (and planning done to address safety and good health practices during construction phase, as well as social distancing at bus stops, etc.), youth mural project, Hennepin Health's project with the Hmong community, and other efforts in process.
- **Determine feasibility of future project implementation**, based on human and financial resources available, as well as timing and appropriateness, due to pandemic-era conditions. Consider engaging public art consultants and curators to assist with project management, combined with hands-on training for City staff to grow familiarity, skills and abilities. Note: Consider creating a diagram of City assets and private sector relationships, with annotations to help Commissioners gain understanding of what's been done and what's possible going forward. Then add a layer of potential public-private partnerships or relationships to build.
- **Develop work plan for each project**—once selected for development or implementation—including timeline, budget, personnel, artist selection, permitting needs, communications, documentation and evaluation, etc. Note: consider prioritizing short-term, low-cost pop-up projects that involve one or more private sector partners and offer safe community engagement strategies. Consider engagement via phone, mail, social media, outdoor with distancing, etc.
- In addition to internally generated project ideas, with input from Commissioners, **invite and respond to project ideas from the community**, external requests for support, aid in securing site permissions, exhibition space, virtual forums, etc. Note: Build and maintain regular communications with community, such as monthly emails, flyers promoting opportunities, inserts in water bills, etc. (see Communications section)
- **Maintain quality record-keeping**. Record and monitor all external requests and establish a system for efficient response time, transparent communications. Note: Relationship-building will be essential to growing a positive image and pro-active identity for the program, and the City; representatives of the program should convey a welcoming and helpful persona.

# Near-Term (2020-2021) Work Plan Action Steps

## 3. FUNDING/FINANCES

**Provide support systems for diverse community cultural expressions** utilizing a mix of public and private dollars, involving businesses and philanthropic partners

- Work with appropriate staff and elected officials to **identify funding mechanisms** to support priority projects, as well as community engagement efforts, communications about program, and education/training for artists, program stakeholders and community members. Consider funding sources from various City department, general operating budgets, capital improvement funds, etc.—for projects, contracted support, program operations, etc.

- **Pursue investments from private sector partners**, such as philanthropy, federal and state sources, civic groups, area businesses, sponsorships, etc. Develop an ongoing method for researching and vetting a wide variety of potential sources, new initiatives, and one-time grants to support needs of the program and specific projects. Consider staff time, contracted services. Note: Start out by asking for support at least once every quarter. Seek input from development specialists, be selective and prioritize; it is impractical to pursue all prospective opportunities.

- **Establish and maintain accounting and financial management procedures and systems** appropriate to the program, following protocols and methods approved or used by the City. Provide quarterly financial reports to the Commission as part of regular agenda. Help commissioners gain a working knowledge of program budgets and reports, allowing them to make informed decisions and recommendations.

## 4. COMMUNITY ENGAGEMENT

**Ensure robust, equitable, authentic community engagement**, involving City staff and paid community liaisons, enabling real-time community feedback and idea generation systems

- **Establish working relationship with City's new Community Engagement (CE) specialist** and gain understanding of this job within the City. Share this plan and provide briefing around the goals and objectives to be achieved in 2020-2021. Introduce CE specialist to Arts & Culture Commissioners and discuss shared goals, objectives, and strategies for partnering on priority projects, and explore ways artists could help specialist CE goals. Consider developing a shared database of local leaders from diverse cultural communities, school districts, business associations, etc.

- **Engage Commissioners in conversations and strategy work sessions to determine effective methods** for meaningful and authentic community relationship building, such as partnering with social service organizations, the library, educational institutions, places of worship, etc. Consider healing and recovery strategies identified in this plan, such as artists participation in renovating the Transit Center, developing creative health messaging using social media platforms that are heavily trafficked by residents (such as Facebook, Instagram, Next Door, etc.), hosting online forums, installing public-access chalkboards and Little Free Libraries, etc. Note: Remain open to new ideas and approaches, given the fast-changing nature of community interactivity; recognize that funding will be critical to ensure long-term engagement efforts; work in tandem on public outreach and communications to avoid duplication of efforts and potential confusion by community members.

- **Incorporate community engagement language in criteria of projects** supported by the City, ensuring stakeholder input during planning, design and implementation. Likewise, seek project outcomes that involve community participation, interactivity, and "real time" feedback considerations. Note: Reference Appendix section on safe practices during Covid-19 recovery, CDC guidelines, and creative workarounds.

- **Identify ways to involve community members in generating art and beautification ideas**, identifying talent to spotlight, and individuals to involve in collaborative projects. Note: Consider storytelling projects as a starting point. This could include youth interviewing seniors to learn the stories of Brooklyn Center and translate them into murals, booklets, plays, songs, videos, and other forms of art that can be shared broadly.

# Near-Term (2020-2021) Work Plan Action Steps

## 5. COMMUNICATIONS AND EDUCATION

**Education and training, skill-building and robust communications** promoting creative economies and jobs in cultural industries

- **Oversee the launch of this plan** with help from the City's communications specialist. Reference "Introducing the Plan to the Community" on page 48. The launch should be part of larger **internal and external communications plans** to grow awareness and familiarity of this plan, and key content elements. Internal audiences include City Council members, City staff, Arts & Culture Commission members, and members of other City commissions. External audiences include residents and businesses, nonprofits and associations, among others. Note: Each audience member has their own learning style and is coming from a different place in terms of awareness, understanding and appreciation of arts, culture and beautification; there is no singular method for imparting knowledge. Consider focusing on youth as a starting point, and by extension, families and neighborhoods. Consider further engagement with participants in the Street Banner project, building on their experience and the resulting sense of pride.

- **Provide educational resources and learning opportunities for Arts & Culture Commission members** of artists and creative professionals, the field of public art, and the contents of this plan. Likewise, grow their familiarity with the City's efforts to reduce the spread of the virus, support vulnerable communities and review policing practices, etc. Explore ways artists can assist during Covid-19 recovery, recognizing artists are adept translators of information across language, cultures, and sectors. They communicate in ways that are emotionally engaging, memorable, and personally and culturally relevant—rendering health information more likely to stimulate behavior changes. Artists and arts organizations provide trusted platforms for urgent messages and can reach larger and different audiences than health departments and government agencies. Their partnership and assistance in health communication is vital.

- **Explore ways to employ artists** to make public health messaging more memorable and actionable through performances, artworks, and activities delivered online and in socially distanced formats. Employ artists to help ensure that Covid-19 information is relevant and available across diverse communities, cultural differences, and social norms. Note: If assistance is needed to find artist-partners, engage the Minnesota State Arts Board, the Regional Arts Council, Forecast Public Art, Juxtaposition Arts, Springboard for the Arts, and other organizations to make connections.

- **Launch the development of a database** of artists, creative professionals, cultural organizations, etc. to use as an ongoing resource in communications, announcing opportunities, conducting a needs assessment, and offering education and training opportunities. Note: This is a long-term effort, but it can start by utilizing data collected during the planning process for this plan. See survey responses in Appendix. Recognize that artists based in Brooklyn Center may not be familiar with community-engaged public art practices. Therefore, the City should be open to employing artists from the larger Twin Cities region, keeping in mind opportunities to impart their knowledge with local emerging artists via apprenticeships, workshops, and mentoring. Likewise, help local talent take advantage of regional resource organizations, such as Forecast and Springboard, offering training programs and resources to artists.

## 6. PUBLIC SPACE DEVELOPMENT

**Develop vibrant gathering places that generate pride and environmental stewardship, including open-access cultural facilities, user-friendly production spaces and outdoor spaces with multifaceted programming** serving young and old in Brooklyn Center (locally, and in partnership with arts and cultural entities in the region)

- **During recovery from Covid-19, identify and work with partners to maximize use of public spaces for safe access to food, health resources, employment, social infrastructure, environmental stewardship** and more. Consider ways to work with communities most impacted by the virus to move more everyday life and everyday needs outdoors (such as open-air markets, outdoor classrooms, etc.). Note: Reference Environmental Stewardship document in Appendix and familiarize Commissioners with its contents; consider ways to activate public spaces to influence the behaviors of careless residents and visitors discarding litter or dumping trash in business districts and along thoroughfares.

- **Maximize available resources and prioritize partnering on projects planned or underway, such as** enhancement of private developments, replacement of playgrounds, and the planning of a cultural facility. Potential allies include governments, residents, businesses, nonprofits or nongovernmental organizations, and people from a range of specialties. Note: Assume this is a long-term process; forge alliances with people and organizations with energy and enthusiasm for making healthier places, people who can create links and raise awareness. Prioritize projects that offer multiple benefits

# Mid-Term (2022-2023) Work Plan Action Steps

## 1. GOVERNANCE

**Maintain an active and informed Arts & Culture Commission** with diverse representation, able to help the City adopt policies and procedures responsive to changing community needs and concerns.

- **Continue to grow the awareness, understanding and appreciation** of public art and beautification amongst Commissioners via field trips, guest lectures, hand-on workshops, studio visits, online resources, etc. (See Resources and Links in the Appendix)
- **Evaluate the effectiveness of the Commission** over its first two years, including identifying gaps in expertise needed on the Commission. In addition to expertise, gaps may include gender, ethnicity, age, sexual preference, etc. **Perform exit interviews** with outgoing Commissioners to gain insights and feedback that will help improve effectiveness and efficiencies.
- **Update job description for Commissioners**, with input from members and advisors.
- **Review, update, amend and edit the Commission's charter** and consider other ways to improve governance. Note: Seek input from City staff who manage other commissions.
- **Oversee effort to recruit new members** for the Commission. Utilize a staggered term for Commissioners to ensure overlap of experienced members with newcomers. Involve a sub-committee of Commissioners to lead the process of identifying and recruiting new members.
- **Oversee communications about openings on the Commission** to ensure the community is aware of the opportunity to get involved.

## 2. PROGRAM/PROJECT MANAGEMENT

**Ensure professional program and project management**, including City staff oversight, qualified contracted services, inter-agency coordination and robust reporting and evaluation.

- **Build capacity of the designated City staff coordinator** of this program through professional development. This may include conferences, webinars, online resources, and networking with program managers in the region. Review documents in the Appendix pertaining to public art program management.
- **Determine what types of changes to programs, if any, are warranted**, based on the status of the City's Covid-19 recovery efforts, updated CDC guidelines, etc., and make appropriate revisions to criteria used to inform project feasibility and implementation.
- **Review and evaluate past projects**. Identify improvements needed, or gaps that exist, such as which audiences may not have been served by the program, what types of art and artists were not represented, which locations in City lacked programming, etc. Use the information to inform planning and future efforts. Note: Focus on seeking a balance, ensuring equity, and growing impact of programming.
- **Consider growing the scale of projects.** This may include larger budgets, more extended timelines, more permanent projects, or events that are (hopefully) now allowed to take place.

## 3. FUNDING/FINANCES

**Provide support systems for diverse community cultural expressions** utilizing a mix of public and private dollars, involving businesses and philanthropic partners

- **Review and evaluate funding and financial management systems and practices** utilized during the first two years and recommend improvements to increase impact and efficiencies.
- **Explore ways to grow support** from both public and private sources. Consider longer-term grant opportunities, such as the NEA's Our Town program (a federal funding program), larger grants from area foundations, such as McKnight and the Minneapolis Foundation, and corporate sponsorships for larger events, such as a cultural festival or a new cultural facility.
- **Seek input and advice from experts** in the areas of development, fundraising and sponsorship
- **Consider ways to secure City funding for ongoing staffing needs, consulting help and overhead.** Note: Project funding is secondary to maintaining professional program management, which, in turn, can leverage project support.

## 4. COMMUNITY ENGAGEMENT

**Ensure robust, equitable, authentic community engagement**, involving City staff and paid community liaisons, enabling real-time community feedback and idea generation systems

- **Review and evaluate community engagement efforts** and practices utilized during the first two years and recommend improvements to increase impact, authenticity and efficiency. With input from Commissioners, determine degree to which projects or engagement activities met goals and objectives (according to each project's listed

# Mid-Term (2022-2023) Work Plan Action Steps

goals, anticipated outcomes, etc.). Take into consideration changes in health and safety guidelines issued by the CDC and the State of Minnesota. Note: It's important to recognize that lessons are learned from every project undertaken—for artists, audiences, project managers and committees—as well as projects that went unrealized; take stock of the lessons learned in Brooklyn Center and apply knowledge gained to iteratively improve future efforts.

- **Explore ways to grow engagement efforts**, including the number of residents and businesses who participate in projects or share their ideas, input, and feedback. Note: Any effort to make improvements will benefit from good record-keeping throughout the lifetime of a project.
- **Seek input and advice from professionals** in the field of equitable and authentic community engagement, particularly as it pertains to growing civic pride, bridging difference and reducing disparities. Note: Community engagement, as a professional practice, is constantly evolving and requires monitoring on a regular basis. Consider recruiting advisor or Commissioner with such skills.
- **Consider new approaches and invite fresh ideas**, from a variety of perspectives: residents, artists, community cultural leaders, and others. Note: This should be part of a robust communications plan.

## 5. COMMUNICATIONS AND EDUCATION

**Education and training, skill-building and robust communications** promoting creative economies and jobs in cultural industries

- **Review and evaluate communications and education efforts** undertaken during the first two years, with input and comments from a variety of perspectives (Commissioners, program participants, partner entities, recipients of e-news, etc.) and recommend improvements or modifications. Update communications plan. Note: If program doesn't have a website, consider developing and maintaining one, integrating social media communications.
- **Explore ways to grow education, training and skill-building** for artists and creative professionals in the City and develop strategies to attract artists from the larger region. Note: Encourage collaboration across sectors, across disciplines, etc. to expand the pool of talent involved in the program.

**Seek input and advice from experts** in the areas of education, training and communications. Consider recruiting advisor or Commissioner with such skills.

## 6. PUBLIC SPACE DEVELOPMENT

**Develop vibrant gathering places that generate pride and environmental stewardship, open-access cultural facilities, user-friendly production spaces and multifaceted programming** serving young and old in Brooklyn Center (locally, and in partnership with arts and cultural entities in the region)

- **Review and evaluate efforts to enhance the creation, programming, use and stewardship of public spaces in the City** over the past two years and recommend improvements to increase impact and efficiencies. Consider changes in pandemic-related CDC guidelines as they pertain to programming in public spaces, design and use of cultural spaces, etc.
- **Continue efforts to develop a cultural festival and a new cultural facility.** Consider artist live/workspace, shared production facilities, co-working spaces for cultural organizations, etc.
- **Seek input and advice from experts** in the areas of cultural space design and development, such as Artspace Projects, based in Minneapolis.
- **Cultivate partnerships with shared interest in environmental stewardship**, such as Three Rivers Park District, Mississippi River Watershed District, Hennepin County, and environmental groups.
- **Continue to further the City's Environmental Stewardship initiative** in partnership with various City departments and private sector partners. Update strategies, based on what has worked to date, as well as promising new practices in the field.

# Long-Range (2024-2025) Work Plan Action Steps

## 1. GOVERNANCE

**Maintain an active and informed Arts & Culture Commission**

- **Continue cultivating familiarity of the public art field amongst Commissioners.** Develop strategies in which Commissioners learn from each other and inform program staff.
- **Develop standardized orientation packet for incoming Commissioners**, designed to bring them up to speed and get engaged within a few months. Note: Consider a "buddy" system in which veteran Commissioners mentor new recruits.
- **Develop ongoing evaluation systems to measure the effectiveness of the Commission**, allowing staff to obtain useful insights and feedback to inform improvements to the governance of the program.
- **Continue to review and update the Commission's charter** as needed to ensure the appropriateness and timeliness of this guiding document.

**WHO:** Staff person, with Commissioners
**FOCUS AREAS:** ___
**RANK:** M (Medium)

## 2. PROGRAM/ PROJECT MANAGEMENT

**Ensure professional program and project management**

- **Build capacity of the designated City staff coordinator** as the budget allows, including an administrative assistant. Determine appropriateness of program as if fits within its department, with input from City Team and City Manager.
- **Update program plans** based on past successes and availability of resources.
- **Continue to review and evaluate past projects**, identify improvements needed, or gaps that exist.
- **Continue to grow and diversify the types of projects undertaken.**

**WHO:** Staff person
**FOCUS AREAS:** ___
**RANK:** ___

## 3. FUNDING/FINANCES

**Provide support systems for diverse community cultural expressions**

- **Update as needed the funding and financial management systems** in place and recommend improvements to increase efficiencies.
- **Continue exploring ways to grow support** from both public and private sources.
- **Hire a development and sponsorship consultant**, as opportunities to grow support become evident.
- **Seek ongoing City funding for annual festival and one major commission each year.** Note: This assumes the program is considered a major success by the community and elected officials, and resources can be secured.

**WHO:** Staff person
**FOCUS AREAS:** ___
**RANK:** ___

## 4. COMMUNITY ENGAGEMENT

**Ensure robust, equitable, authentic community engagement**

- **Continue reviewing and evaluating community engagement efforts and practices** and recommend improvements to increase impact, authenticity and efficiency.
- **Explore ways to grow engagement efforts**, including ideas suggested as options in the plan, such as employing artists in residence with cultural liaisons, etc.
- **Expand efforts to incorporate public art as part of private developments**, including the Opportunity Site, remodeled City facilities, and streetscape improvements.
- **Consider offering microgrants to residents** to enhance front yards, decorate for holidays, work with neighbors on cleanup projects, etc.

**WHO:** Staff person
**FOCUS AREAS:** ___
**RANK:** ___

# Long-Range (2024-2025) Work Plan Action Steps

## 5. COMMUNICATIONS AND EDUCATION

**Education and training, skill-building and robust communications**

- **Update communications plan**, as needed.
- **Expand education for community members** lacking awareness of program and the field of public art.
- **Expand training for artists** seeking to learn creative community engagement techniques.

## 6. PUBLIC SPACE DEVELOPMENT

**Develop vibrant gathering places foster environmental stewardship, open-access cultural spaces and multifaceted programming**

- **Update plans and strategies** based on developments and impacts over the previous two years.
- **Grow annual cultural festival as a regional destination** as budget and staff capacity permit.
- **If new cultural facility is opened**, grow public programming to attract more artists and creative professionals to work in the City.
- **Grow artists' involvement in City's Environmental Stewardship initiative.** Consider sponsoring an annual Stewardship Artist Fellow as part of the program.
- **Grow programming in City parks and along trails**, fostering greater connectivity.

# Introducing the Plan to the Community

**Putting this plan into action requires thoughtful consideration and intentional action steps. Please review the Implementation Strategies and Action Steps provided in the Annual Work Plan above. The first phase, prior to commencing program implementation steps, is sharing the plan with the community and helping everyone understand what it is, how it developed, why it's important and how it will benefit the City and the community.**

A communications strategy will be helpful. For example, the City should determine who needs to know and what messages are critical to share. Should the plan "final draft" be shared with residents prior to being adopted by the City Council? If so, is input desired and helpful? If it's after the City Council adopts the plan, what's the message to residents? Can they still get involved, offer input, join a committee, etc.? Either way, the information needs to be accessible and understandable, and community members should not be concerned that they didn't get to have input; engaging the community on an ongoing basis, and adjusting/improving the program accordingly should be a key message of the plan. Here are some basic steps to consider:

- Create a brief story about the plan, not more than four pages, articulating the key findings and recommendations. This story could be told in the City's newsletter, which reaches a very broad audience. If possible, design the content as a four-page insert that can also be printed and distributed separately. This way, it could be easily distributed by schools, places of worship, Rotary meetings, at the library, inserted into others' publications, etc.

- In-person presentations and conversations are important to include in the launch of the plan. For these, develop a PowerPoint based on the content in the handout. Presentations should ideally be presented by City staff accompanied by an elected official (a mayor or City Council representative). Each City Commission should be briefed, as well as community groups and other groups the City typically convenes to share important information.

- Convey that community on an ongoing basis, and that improvements to the program is built into its structure. Develop feedback systems and periodic open meetings to cultivate the City's deepened relationship with community members. Seek feedback and input, and invite participation. Consider periodic surveys and other methods of gauging residents' interest, obtaining their concerns and ideas, and inviting their comments and connections. Invite people to indicate their personal interest in participating in some way, such as serving on a committee, helping youth build an art project, referring artists to the program, etc.

- Create a set of digital assets to promote the plan via social media platforms, such as Facebook, Instagram, and Twitter. These assets typically synthesize content from the handout copy, paired with an image from the plan. For example, there could be an image of students painting a mural near their school with the message: "Learn how the City's new Beautification & Public Art Plan encourages youth to participate in shaping a healthy Brooklyn Center." A hotlink takes the viewer to the online draft of the summary and the plan. Consider segmented audiences, such as education, business, faith, neighborhood residents, youth, regional grantmakers and cultural leaders.

# Starting a Public Art Program

The City of Brooklyn Center is a relatively young suburban City, so it is not surprising that it has not yet established an arts and culture program or a structured public art program. An advantage of developing a new program from scratch is being able to take advantage of what has worked and what hasn't among the hundreds of other public art programs across the country. For example, the definition of public art has expanded over the past two decades to include a wide array of creative possibilities; instead of simply plopping art in public places, public art is more process-oriented, taking into account the context of each site.

Most cities today are limited to "percent for art" funds drawn solely from Capital Improvement Project budgets (CIP), which can only be used to fund permanent art, not temporary projects, events or community engagement efforts, which is among the hottest trends in the field today. As more cities adopt diversity, equity and inclusion policies they need to overhaul their art selection methodologies with more diverse representation on committees and diversify the artists in their collections. An important emerging trend is connecting arts and community development efforts with health and wellbeing goals. (see page 82 for more information about this trend.) Today, cities are increasingly concerned that their public art dollars are going to more qualified out-of-state artists. They want to cultivate and train their local talent pool, yet they lack funding mechanisms and capacity to support such efforts. And, since private developments influence the perception and experience of public space, cities increasingly seek to encourage developers to include public art in their projects.

All of these factors indicate the need for an orchestrated approach guiding Brooklyn Center's public art and beautification efforts. Likewise, it's clear that the field of public art is continuing to evolve, as new technologies emerge and cultural developments occur. Current events and emerging social issues also influence trends in the field. For a survey of recent developments and trends in public art, see the Links and Resources listed on page 82 in the Appendix.

**Funding Considerations**

There are many options available to cities seeking to fund public art and beautification efforts. It's important to note that funding is needed for both program operations as well as project implementation. It's helpful to identify cost centers, including the following:

- Program management and administration
- Project coordinators
- Fees for artists
- Production expenses
- Communications
- Documentation
- Evaluation
- Community education
- Training and professional development for artists
- Development and Fundraising (grant writing, sponsorship procurement, benefits)
- Dedication events and community celebrations
- Festivals, parades, special events, fireworks, etc.

# Funding

**There are many funding mechanisms currently being employed by cities throughout the US. The City of Brooklyn Center should consider the following options for both project and program support:**

**PERCENT FOR ART:** Many cities have adopted a "percent-for-art" ordinance or policy that typically draws 1-2% of the CIP fund. Keep in mind that CIP funds are usually restricted to capital building projects, and cannot be used for many types of public art or beautification projects. As an ordinance, there is no need to request funds each year; it is automatic.

**GENERAL FUND ALLOCATION:** For many cities supporting arts and cultural programs, annual allocation from general fund dollars can support events, staff, residencies, etc. These could take various forms, such as:

- Direct allocation or appropriation: funds set aside for public art out of the capital budget or general fund determined annually or biannually; use of funds can vary, depending on source and pre-determined restrictions, including administration, education, events, and promotion.
- Department allocation: funds set aside by operating departments for projects situated within their jurisdiction; typically, these include public works, parks, and community services.

**BONDS:** Bond issues associated with capital improvement programs can be used for cultural facilities for a limited duration of time.

**COMBINATION:** The City of Duluth, MN, established a "municipal arts fund" and a "community arts set-aside" of one percent of the cost of all new building construction projects costing in excess of $5,000. Upon the approval of any such project, an amount equal to the set-aside is transferred by the City treasurer from the general fund to the municipal arts fund. However, in the event the project was funded in part by another entity, the City can seek to secure an additional one percent of such entity's contribution to the project for the municipal arts fund.

**PERCENT FOR PRIVATE DEVELOPMENT:** The City of St. Louis Park collects fees from private developers to pay for public art to be commissioned for a public-facing area of the development. Nationally there are more than 30 cities engaging private developers in supporting public art. While Minnesota cities are prohibited from mandating participation—"exaction" fees—cities like St. Louis Park simply "encourages" participation. (See more on Public Art and Private Development overview, page 54)

**SALES TAX:** Cities can designate a percentage of sales taxes or conservation taxes. The City of St. Paul established a STAR Program using ⍰ of one percent sales tax—authorized by the State in the early 1990s. The program offers grants in two categories: Cultural STAR and Neighborhood STAR.

**DESIGNATED FUND:** Establish a long-term fund, perhaps in partnership with a community foundation. This could be a donor-advised fund at a Community Foundation, such as the Minneapolis Foundation. The Public Art Endowment in Greensboro, NC, offers "buy-in" from community members, who may be fans of public art and wish to participate in educational programs and meet-the-artist events.

**TOURISM:** Regional tourism dollars—or an annual project grant—in partnership with the Northwest Minneapolis Tourism Assn. Seek alignment with the Association's program goals, such as increased visitor traffic or increased media coverage for the region.

**CORPORATE SPONSORS:** The City already benefits from a modest amount of support from local businesses, Lions Club, Rotary and other private underwriting. Public art and beautification projects are often considered desirable, high-visibility efforts that attract sponsorship. Consider strategies to build and cultivate relationships with companies based in Brooklyn Center, and develop a list of ways corporate investments can be acknowledged and promoted, such as:

- Signage with logos
- Media releases
- Events with sponsor acknowledged or allowed to speak to audience
- Acknowledgment in City's Newsletter, at City Council meetings, etc.
- Other (to be negotiated with sponsors)

**GRANTS:** There are several opportunities to obtain charitable foundation grants, government grants and investments from County, Met Council and State programs. Likewise, these funds may be in partnership with nonprofit organizations seeking to fund projects within the CIty:

- Hennepin County got a grant from SHIP (State Health Improvement Program) toward Hmong project in Centennial Park. An event is planned featuring health, art, medical advice, etc. to help reduce diabetes in Hmong families.
- CAPI can apply for grants to develop leadership in the community—training artists in community engagement, artful hands-on workshops and storytelling.
- The Shingle Creek Watershed District funds demonstration projects that raise awareness of water health and stewardship, as well as pilot projects, such as the Wenk Engineering water oxygenation art projects supported in Shingle Creek in 2015.
- AARP offers grants in MN, as well as National Community Challenge grants.
- Other sources, such as McKnight Foundation, Bush Foundation, and the Minneapolis Foundation are listed in the Resources and Links section of the Appendix (page x).

# Governance

The City of Brooklyn Center utilizes Commissions and Committees to aid elected officials and staff in making informed decisions and remain connected to members of the community. To help guide the City's investments and decision-making regarding arts and culture, a governance group is likewise needed. Since there is a need for citywide governance of arts and cultural topics and issues—of which beautification and public art are important components—the consultants recommend the City establish a Brooklyn Center Arts & Culture Commission (BCACC). If a Committee is preferred in the short-term, please note that future references to the "Commission" or "BCACC" in this document may be applied to the Committee. Either way, it's critical to commit staff time to support the BCACC's work, including communications, meeting organization, meeting minutes and more.

Building the City's capacity to manage and govern a public art program will take time and commitment. Recognizing the potential for arts and culture to be a key component of Brooklyn Center's revitalization, this plan recommends starting now to develop these management roles.

As a longer term strategy, the City should consider a public-private partnership infrastructure to support robust arts and cultural development. A public-private partnership—pairing BCACC and the City with a non-profit organization—can be established to administer and coordinate the range of art and culture opportunities in the community. This combination allows for a greater variety of public art activities to be supported and managed, and a greater amount of private sector support to be leveraged. This will help ensure that both BCACC and the growing arts and cultural community are actively engaged.

At its best, public art serves a common good, enlivens shared spaces, strengthens community bonds and connects to our sense of humanity. A belief in the significance of these outcomes informs those who commission and create art in the public realm. This is useful to keep in mind when recruiting members of BCACC. In order to offer a wide range of advice and perspectives, its membership roster should include educators, arts professionals, businesspersons, place-based designers, community developers, neighborhood representatives and elected officials with a passion for

Brooklyn Center's heritage, identity and diverse cultures. A more heterogeneous membership would enable BCACC to assume a more active role in achieving its mission. Having a council member serve on the BCACC and act as a liaison with the Council is an important consideration.

The consultant recommends the City maintain the City Team—formed during the planning phase—as a group that meets regularly to help guide and nurture the program, increase connectivity and foster collaboration amongst departments.

From a structural standpoint, it may help to determine a "home" for the program, however it's critical that the program work collaboratively with all City departments. (Insert graphics showing different structures)

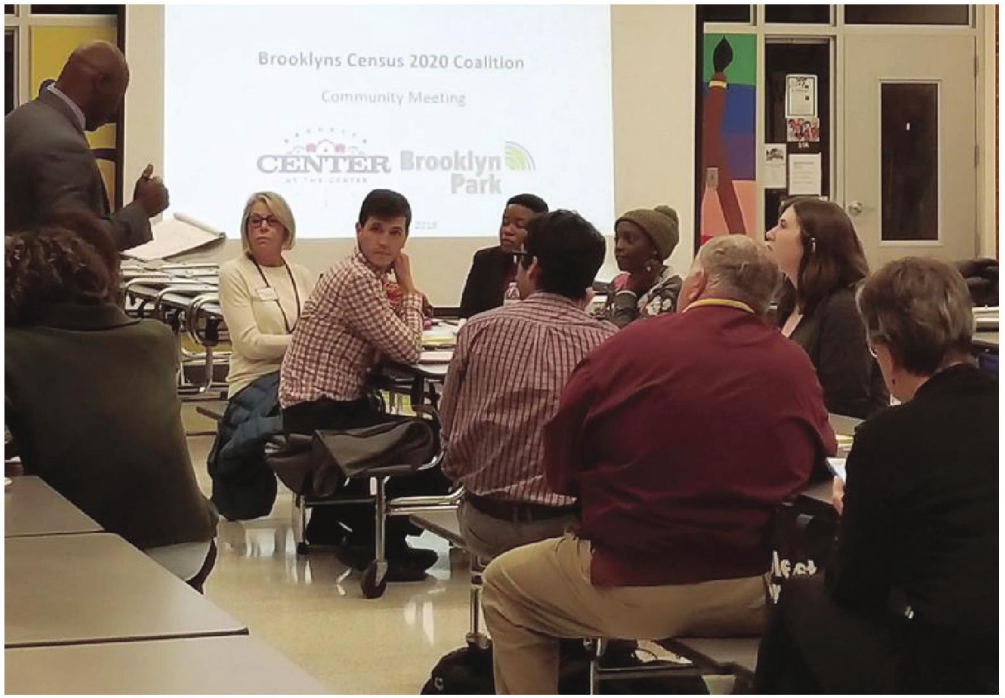
# Management

*A public art administrator manages the development and implementation of public art in their communities. They do this through the management of public art programs and the facilitation of public art projects and artworks. They work with artists, community members, local decision-makers, representatives of municipal agencies and other stakeholders to ensure public artworks are designed, installed and maintained.*

*They play a key role in each stage of a project's lifecycle and are responsible for the administrative and management tasks within public art programs. Their days may include site visits to understand how an artwork may be installed in a location, project meetings to go over details of artworks in progress, interest meetings with community members, public relations events, and engagements with artists among others.*

*Throughout their day, public art administrators may interact with artists, representatives of municipal agencies, local politicians, community members, private developers, media, and more. No two days look the same for most public art administrators. Each day is different and can range widely depending on the projects they are working on.*

– From an Overview about Public Art Administrators, published by Americans for the Arts. For additional guidance on the work performed by public art administrators, see the full document in the Appendix.




Brooklyn Center Census 2020 Planning Meeting

The administration of Brooklyn Center's Beautification & Public Art program involves both paid City staff and volunteers engaged in a variety of activities. The designated City staff administrator oversees the program and works with the Arts & Culture Commission and various committees to implement objectives on an annual basis. This administrator, or program manager, is essentially the steward of the Beautification & Public Art Master Plan. S/he is charged with guiding its implementation in a professional manner. The Work Plan section of this plan provides guidance on action steps to take, enabling the program manager to establish an annual work plan. As a critical starting point for Brooklyn Center's program, the program manager is charged with establishing the Brooklyn Center Arts & Culture Commission as the governance group authorized by the City to make decisions, provide advice, and work closely with the program manager in realizing implementation of the plan.

As the program budgets and staffing needs increase in size over time, project managers may be added to oversee specific large-scale projects or long-term efforts. These individuals may be salaried employees of the City or contracted independent consultants. Support staff may be needed as the program grows, with access to offices, a computer, a copier, supplies, etc.

Many public art programs contract for services from outside vendors, including art consultants, conservators, curators, marketing/public relations firms, writers/researchers, photographers, and planners. Some contract with non-profit agencies to provide management services for their public art programs.

Managing public art programs involves establishing and maintaining effective relationships with various public agencies and stakeholder groups, such as public works, street maintenance, the city attorney, regional arts organizations, artists, and many others. Effective management is best accomplished by a staff person familiar with the City's bureaucracy and systems. It's important to note that changes in personnel, leadership, and fund allocations can affect the long-term success of any program.

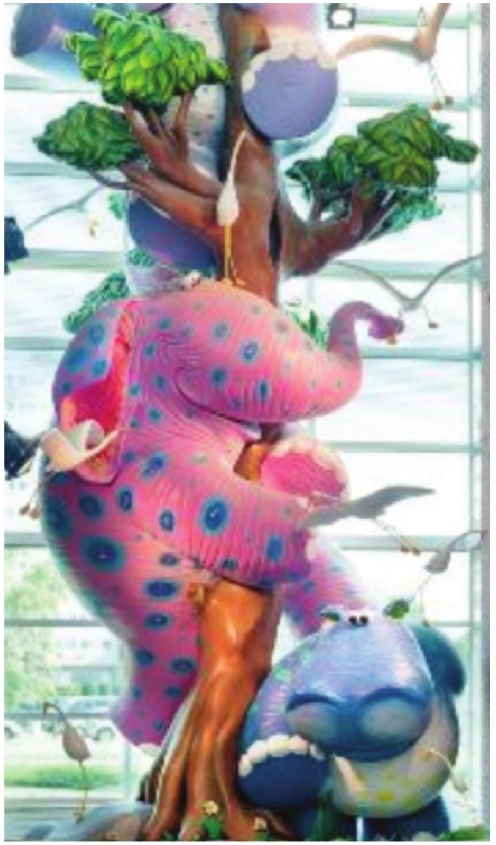
Note: Additional program management considerations, including gift policies, overseeing inter-agency agreements, and contracting with artists, are referenced in the Appendix, along with sample documents.

# Maintenance

Public art collections are growing nationally and so are the costs of maintaining them, from preventative actions to emergency repairs. Funding sources for maintenance vary from capital budgets and general funds to state heritage preservation funds and private donations. The amount of funds spent annually on maintenance or conservation varies, depending on the number of artworks in a city's collection, and the extent to which the artworks are exposed to unhealthy environments (this includes acidity in the air, salt from ice removal, or potential vandalism). A common strategy for funding maintenance is a set-aside, either from the capital budget—up to 10-15% of the art allocation—or from general funds on an as-needed basis.

Census 2020 Light Projection

As the "owner" of the art, the City is contractually obligated for maintenance and conservation. The responsibility for finding funds for maintenance and repairs is the city's, however it is critical to employ professional conservators as city maintenance crews typically don't have the expertise and will inevitably prioritize the expense lower than other projects. As Brooklyn Center begins to commission permanent works of art—art that becomes the property of the City—maintenance will become a bigger issue. It's important to note that temporary projects, such as the Street Banner project, also require maintenance during the time they are on display. Criteria for temporary projects, as well as permanent ones, should require projects to be durable and low maintenance. One way to ensure projects keep maintenance costs to a minimum is to hire a conservator to review the designs of proposed projects in advance of approval for fabrication. Conservators can make recommendations for modifications to the design that will save money in the long term. Maintenance budgets naturally increase as more artworks are commissioned. Financial hardship has forced many programs to limit their expectations of how long a project can reasonably last and establish clearer deaccessioning criteria (allowing for the removal of an artwork). Some works will be moved into storage while future restoration funds are sought, and some will require disposal. Indeed, if the cost to repair or replace is beyond the reach of current budgets, and outside help does not materialize, it makes sense to consider removing problem works. These are hard facts that most public art programs have to deal with sooner or later.



*Jungle Animals Climbing* Christopher Tully Brookdale Library

# Public Art and Private Development

Beautification and public art are increasingly desired by private developers to add value to their investments and offer advantages in a competitive marketplace. As such, several cities in the US have established "percent-for-private development" ordinances, requiring developers to contribute a percent of project construction budgets to commissioning art for public-facing areas of the development, such as plazas, entryways, planters, bike racks, landscaping and more. The City of St. Louis Park, MN, for example, has successfully cultivated partnership arrangements with private developers over the past 15 years, leveraging more than $600,000 of investment in public art that benefits the residents of the development as well as the larger community.

Whether or not cities establish an ordinance, they can negotiate with developers and create design guidelines that encourage participation on some level. Introducing developers early on to the potential benefits of public art considered early in their design process can reap rewards. Public art, for example, can engender a sense of pride and stewardship amongst residents, leading to word of mouth marketing and better cared-for rental units. Cities can encourage private property owners and developers to voluntarily participate in public art and beautification initiatives. This participation may take a variety of forms. The City may provide assistance to property owners in the selection of artworks of significance to the general public. When the property owner requests assistance, the City evaluates the request and determines how best to collaborate to assist in the selection of an artist and/or artwork. Private property owners may wish to include a public art consultant or public artist on their design team early in the overall project design process or add public art to their facilities in a variety of ways.

It's important to note that the acquisition of permanent works of public art requires a commitment by the property owner to preserve, protect, and permanently display the work of art in its original condition at the time of installation, as described on page 53. The routine maintenance, conservation, and preservation of the work of art will be the responsibility of the facility owner. There are similar considerations for the staging of temporary art installations and performance-based works, similar to maintenance procedures for architectural elements used to host a seasonal farmer's market, for example, or the care and maintenance of the City's Rec on the Go materials and equipment.

# Opportunity Site Overview

NOTE:
OPPORTUNITY SITE COPY
AND IMAGES TO GO HERE

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# Brooklyn Center Beautification and Public Art Master Plan
# Overview of Community Engagement Phase

March 6, 2020

## Community Engagement Process

Creating a relevant and responsive Beautification & Public Art Plan depends on broad and meaningful participation from community members, residents, artists, business and community leaders, and other stakeholders. Over the course of the planning process, the City of Brooklyn Center and the Forecast Public Art project team worked with several community members by hosting pop-up events, participating in a public art demonstration project utilizing street banners, administering an online survey, conducting focus groups, and one-on-one interviews.

The Forecast Public Art project team and the City of Brooklyn Center worked alongside a Community Task Force, a City Team Task Force and City Council/Mayor Team to ensure that a broad perspective of ideas, input, and expertise were reflected in the Plan. The consultant team completed over 1,000 points of engagement with a wide variety of community members in various venues.

- Meeting four times with three planning committees—Community, City staff and City Council (36)
- In-person surveys at the Transit Center, Library and pop-up Saturday Market (70)
- One-on-one telephone and in-person interviews (42)
- Two Online surveys (140 total)
- Listening sessions with groups representing education, youth, social services, library and government (80)
- Multicultural community forum at CEAP (50)
- Dialogues with four City Commissions/Committees (48)
- Tour neighborhoods, commercial areas and major roadways with City staff (4)
- Meet with apartment dwellers at Crest and the Twin Lake North (35)
- Tabling in conjunction with City-led gatherings (460)
- Mapping exercises to identify sites of concern and opportunity throughout City (55)
- Postcard-making, art activities and idea generation with residents (30)
- Support demonstration projects (attend planning meetings, offer advice, connect with artists)

### 1. Community Task Force

The 15-member Community Task Force was convened in an effort to capture an array of community input. The committee is comprised of community members who have a connection to Brooklyn Center, the arts, and showed an interest in the Beautification and Public Art Master Plan.

| Community Task Force Members |
|---|
| Sandy Christensen* |
| Carolynne Darling |
| Michael Donnelly* |

| |
|---|
| Connie Duffney |
| Quinton Johnson* |
| Lissa Karpeh |
| Nahid Khan |
| Michaela McCue |
| Corey Mills |
| Heidi Nelson |
| Ron Paine |
| Dianne Sannes |
| Carolyn Sayers |
| Serena Xiong* |
| Pang Yang* |

*Not in attendance but contacted via email

The Community Task Force met three times over the course of the planning process (plus one joint meeting with the other teams) and discussed an array of topics and ideas through presentations, workshop activities, and group discussions. The meetings were facilitated by the Forecast Public Art project team and were generally well attended with at least half of the members attending. Community Task Force meeting discussions and activities are listed below:

Community Task Force Meeting Summaries

Community Task Force Meeting 1 – April 2019

- Introduce team to Public Art and Beautification
- Discuss goals of the plan
- Identify focus group candidates and review list of questions
- Develop internal and external communications processes

Community Task Force Meeting 2 – May 2019

- Discuss key take-aways
- Discuss vision and goals of the plan
- Understand geographically where Task Force members live with a mapping activity
- Vision and goals Activity

Community Task Force Meeting 3 – October 2019

- Review high level Summary of Plan components

- Discuss expectations regarding next steps and implementation strategies
- Discuss final “joint” meeting with other Task Force teams
- Feedback provided for next draft

Notes from the Community Task Force Meetings are available upon request.

2. **Brooklyn Center City Team Task Force**

The City Team was made up of Brooklyn Center City staff. The team met three times over the course of the planning process (plus one joint meeting with the other teams) and discussed an array of topics and ideas through presentations, workshop activities and group discussions. The meetings were facilitated by the Forecast Public Art project team. Task Force meeting discussions and activities are listed below:

| City Team Task Force Members (Staff) |
|---|
| Reggie Edwards |
| Angel Smith |
| Meg Beekman |
| Ginny McIntosh |
| Tony Gruenig / Richard Gabler |
| Curt Boganey |
| Todd Berg |
| Jim Glasoe |
| Doran Cote |
| Brett Angell |
| Andrew Hogg |
| Peter Moen |
| Michael Albers |
| Joel Erickson |

City Team Task Force Meeting Summaries

City Team Task Force Meeting 1 – May 2019

- Introduce team to City staff and scope of work
- Overview about Public Art and Beautification
- Mapping Exercise

- Develop current and future stakeholders to involve
- Update on Street Banner demonstration project

City Team Task Force Meeting 2 – August 2019

- Overview about Arts and Health studies and examples
- Cut Sheet exercise – Review selection of projects, share selections and reasons why
- Survey hand out regarding What Makes a Healthy Brooklyn Center
- Expand list of key stakeholders planning team should interview

City Team Task Force Meeting 3 – October 2019

- Review preliminary high-level draft of Plan
- Discuss and suggest edits and changes to draft

Notes from the City Team Task Force Meetings are available in upon request.

### 3. City Council Study Sessions

The City Council and Mayor held three Study Sessions. The group met three times over the course of the planning process (plus one joint meeting with the other teams) and discussed an array of topics and ideas through presentations and group discussions. The meetings were facilitated by the Forecast Public Art project team. City Council Study Session discussions and activities are listed below:

| City Council Task Force Members |
|---|
| Mayor Mike Elliott |
| April Graves |
| Dan Ryan |
| Marquita Butler |
| Kris Lawrence-Anderson |

Meeting 1 August 2019

- Introduce team to City staff and scope of work
- Overview about Public Art and Beautification
- Input collected regarding current and future stakeholders to involve
- Update on Street Banner demonstration project

Meeting 2 September 2019

- Overview about Arts and Health studies and examples
- Overview of organizational structures utilized by municipal arts programs
- Update on community engagement and Task Force meetings to date

Meeting 3 October 2019

- Review preliminary high-level Plan outline
- Discuss merits of utilizing “Healthy City” or “Community Health” as a theme
- Collect feedback and suggestions for additional steps to take

**Joint Meeting**

**NOTE**: In November 2019, a joint meeting of the Community Task Force members, City Team members, the mayor and two City Council members met to review, compare notes and offer feedback.

- Introductions, with community members sharing their experience to date
- Overview of the updated preliminary Plan Outline (Process, Findings, Recommendations, etc.)
- Collect feedback, such as “deepen community engagement with communities of color.”
- Update on next steps for the Plan, and the Street Banner demonstration project.

**4. One-on-One Interviews**

Between October 2019 and February 2020, Jack Becker conducted more than 40 one-on-one interviews with community stakeholders (via phone or in-person). The participants and interview questions are listed below.

**Participants:**

Social Service Organizations

CEAP
CAPI
ACER
Lions Club

Businesses

Luther Automotive
Caribou Coffee
Surly Brewing
Alatus (developer for Opportunity Site)
Associated Bank (Community Reinvestment Program manager)
Real Estate Equity developer
Liberian Business Assn.
Liberian Consulate of MN
“The Global Mix” (MIX)
Brooklyns Building developer

Hennepin County

Brookdale Library
Hennepin County Community & Economic Development, Community Works, Hennepin Health
Three Rivers Park District

State Government
State Rep Samantha Vang
State Senator Chris Eaton

City Government
Earle Brown Heritage Center
BC Housing Commission
BC Planning Commission
Parks and Recreation Commission
Multicultural Advisory Committee
Block Watch Coordinator
Former Mayor Tim Willson

Philanthropy
McKnight Foundation
Blue Cross Blue Shield (Foundation, Center for Prevention and Ride Share program)

Nonprofits / Arts / Artists
The Alliance
BLAQ
Springboard for the Arts
Liberian Youth Arts Program
Minnesota African Women's Association
Artspace Projects

Education / Youth
Brooklyn Bridge Alliance for Youth
Brooklyn Center's Youth Council
BC School (educators and students)
Hennepin Technical College
North Hennepin County Community College

Worship
Imam Husain Islamic Center
Jehovah Jireh Ministries
Saint Adolphus Catholic Church

Interview Questions (selected):

- What does a healthy Brooklyn Center look like?
- How might arts and cultural activities in the public realm help improve the lives of residents and businesses in Brooklyn Center, and make the city healthier?
- How can we identify and lift up the creative talent that exists in Brooklyn Center?
- What role might you or your business play in a future program designed to build civic pride and contribute to BC residents' sense of belonging?
- What have you observed—positive or negative—about the City that we should take into account as part of this plan (what works and doesn't work)?

- Who else should we contact for input?

Notes from the interviews are available in upon request. Please note the names of interviewees have been removed to provide anonymity.

**5. Presenting and Tabling at Special Events**

Celebrating at community events was a meaningful and interactive way to receive community input. This was also an opportunity to inform and educate community members about the master planning process and ultimately reach more people. The following is a list of special events the project team attended:

- Sanctuary Senior Living - Postcard exercise
- Brooklyn Center Community Center – Postcard exercise
- Mapping Exercise (at LISC workshop for Opportunity Site – Brookdale Library; City staff meeting, Community Task Force session)
- CEAP – Postcard exercise

Documentation from the Special Events are available in upon request.

6. **Community Cultural Conversations** (One at CEAP in January 2020 and two at apartment buildings in February 2020)

Organized by City staff and assisted by Forecast team members Jack Becker and Witt Siasoco, the first event attracted a diverse mix of 50 community members. Utilizing the World Café meeting method, the group divided into tables of 6-8 and wrote responses to a sequence of three questions posted on the wall. Jack provided a brief overview of public art and beautification, and presented a range of examples. He also updated the gathering on the planning process and timeline. Witt created an artwork on site during the meeting, capturing comments and topics raised in response to questions asked. The second conversation took place at The Crest Apartment building; and the third conversation took place at Twin Lake North Apartments.

The three questions were:

- What does a Healthy Brooklyn Center look like?
- How could public art or beautification improve the quality of life in Brooklyn Center?
- What are ways to meaningfully and authentically engage Brooklyn Center's diverse population in beautification and public art/cultural efforts?

Feedback and images from the Open House events are available upon request.

**7. Focus Groups**

Two focus groups held at the Brookdale Library in September 2019 brought together interested members of the community to discuss their perspectives about public art, the role of artists, and considerations for leadership in public art programming.

Participants:

- September 19: Four attendees
- September 21: Five attendees

Focus group discussions:

- Sharing Perspectives: What does a Healthy Brooklyn Center look like?
- How can public art address needs of the City, and what roles can artists play in the process?
- Innovative leadership and extreme engagement; public art program directions and considerations.

Results:
Participants' responses varied, but there was consensus around cultural diversity and access to outdoor activities as markers of a healthy Brooklyn Center. Similarly, they identified that public art can help achieve a healthy community through events and cultural sharing (e.g., festivals, music events, food-centered events). The markers for success included inclusive participation, more pride and happiness among residents, and community-based, family-friendly art throughout the City.

Feedback from the Focus Groups is available upon request.

8. **On-Site Surveys at Transit Center, Library and Pop-Up Saturday Market**: (70 total over 3 days)

Prompts and Questions Asked:

- Write one or two words that sum up Brooklyn Center's identity today.
- What are your hopes or dreams for the future of Brooklyn Center?
- What public places in Brooklyn Center would you be proud to show someone that has never been to Brooklyn Center?
- List some places in Brooklyn Center where you would like to see public art.
- Please list any artists or creative individuals (or businesses) that might help make public art happen in Brooklyn Center?
- In which neighborhood in Brooklyn Center do you live or work?

Feedback from the Focus Groups is available upon request.

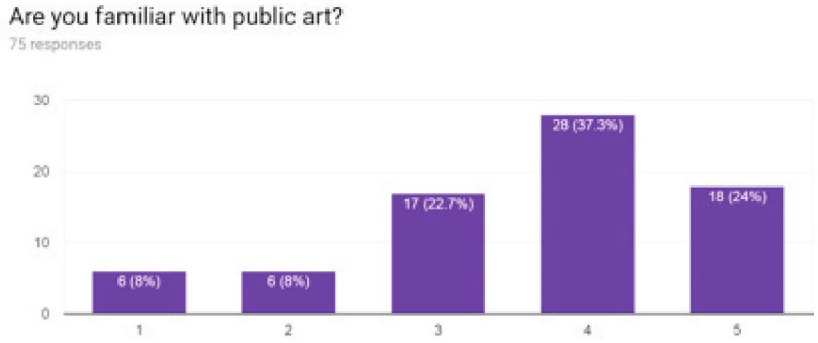
**9. On-Line Surveys** (two separate surveys asking same set of questions)

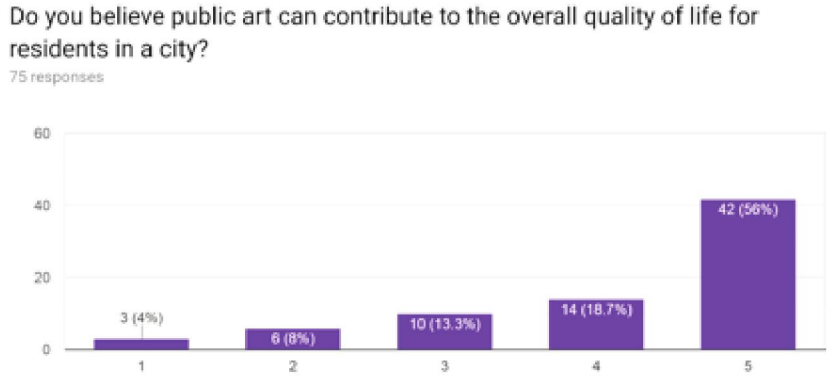
Surveys were another method of collecting input from the community. A link to the survey was provided through a variety of ways. The survey questions gathered information about familiarity and importance of public art, and encouraged participants to share their ideas.

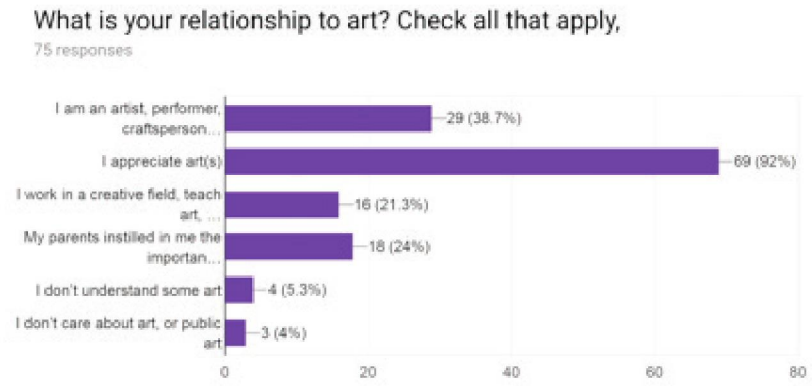
- Total responses:

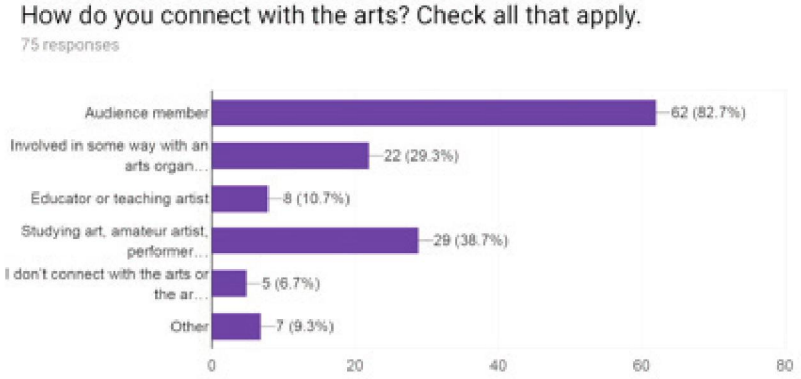
- Online survey responses: 75 for Survey #1 and 65 for Survey #2

- Selected survey questions and summary of responses for Survey #1:

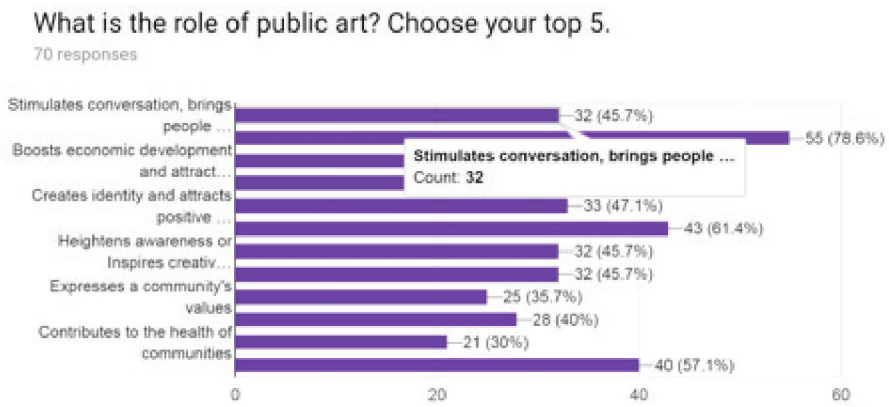


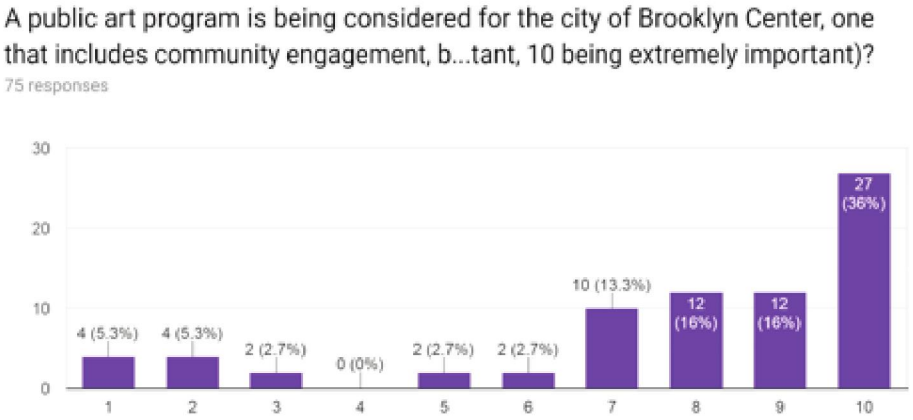






Brooklyn Center Beautification and Public Art Master Plan: Community Engagement Overview




All responses and details regarding surveys are available upon request.

**NOTE:**
**Case Study copy for Street Banners and Census 2020 will go here.**

# Demonstration Projects Developed and Produced During the Planning Process

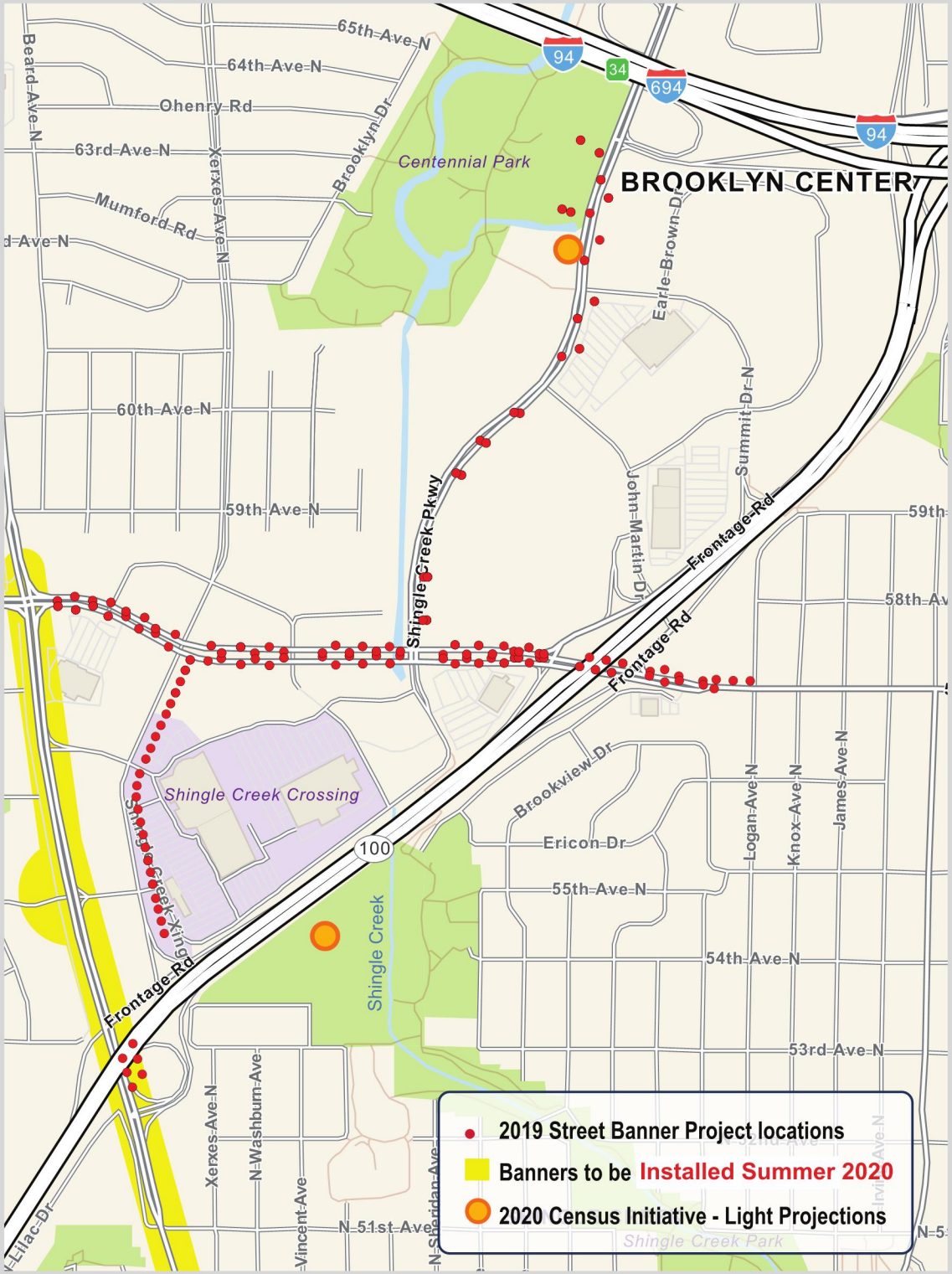
Two demonstration projects—led by City staff—were implemented during the planning process, including a custom street banner project and a light projection project promoting participation in the 2020 Census.

Street Banners

Census 2020 Night Projections

Census 2020 Night Projections

Street Banners



# City of Brooklyn Center
## Report on Environmental Stewardship in Business District Areas & Thoroughfares
*July 2020*

Over the past few years, residents and City staff members have expressed concern about increasing amounts of litter and trash left scattered in parking lots and areas surrounding businesses in the City. In March 2020, the thawing of winter snow exposed litter once again and, with the onset of the Covid-19 pandemic, the amount of trash increased due to the discarding of masks and gloves, exacerbating the problem. An increase in the number of vacant commercial properties, combined with a steep increase in the number of illegal trash dumping added to the problem. This has affected the overall environment of the City's parks, rights-of-way, land owned by the City's Economic Development Authority (EDA), as well as commercial properties.

The City's Code Enforcement program has overseen the cleanup of 44 illegal dumpings during the first half of 2020 on EDA-owned and EDA-adjacent property alone. During the pandemic, commercial property managers reported feeling overwhelmed by the increase in litter, combined with having fewer staff to help, due to the pandemic and recent civil unrest. Several of the City's larger anchor stores have seen staff reduced by more than 20% due to employees who were unwilling to come to work or simply quit their jobs.

The City has undertaken several efforts to manage the problem, including organizing cleanup days with volunteers, collecting stray shopping carts, "Knock & Talk" code enforcement, hiring contract litter removal and cleaning trash at bus stops. In spite of these efforts, the buildup of litter and trash continues to be a problem.

To improve environmental stewardship in Business District areas and along thoroughfares, City staff studied the situation from a variety of angles. Several assumptions were made during the process:

- The City would look more aesthetically pleasing without litter and trash
- The problem is beyond the capacity of the City to address alone
- At the core of the problem is the behavior of people who litter for various reasons
- Current City efforts are not sufficient to resolve the problem
- Transient visitors and motorists passing through present unique challenges

While businesses may and have been enablers of littering by providing disposable packaging or lacking on-site trash receptacles, the problem is less about businesses caretaking their property. Most commercial properties have dedicated staff who pick up litter in parking lots and surrounding boulevards,

however, they report being overwhelmed by the volume of litter and frequency of littering.

Prior to the rise of the Covid-19 pandemic, the City conducted research, gathered data, and gained an understanding of strategies employed in other cities—work done in private, public and non-profit sectors to maintain clean and aesthetically pleasing public spaces with high foot traffic, such as malls, college campuses, museums, hotels and public parks. The strategies suggested there were three problem-solving methodologies, including Patterns of Behavior, Structure, and Mindset. Research finding revealed the following sample strategies:

**Behavior**
- Shopping and getting directly into a car
- Having a large number of eyes on public spaces (by other customers, cameras, staff, etc.)
- Establishing curfews along with parent supervision

**Structure**
- Staffing for cleanup and monitoring
- Ambassador clean up and welcome program
- Unified business ownership of cleanup (such as business association, business cleanup district, etc.)

**Mindset**
- Aesthetically pleasing and pride-filled space design and public art
- Publicly established expectations of cleanliness (including signage)
- Viewed by users as one unified business area

The City developed three interconnected strategies to improve environmental stewardship in Business District areas and along thoroughfares:

1. **Create value-based spaces** (to instill a sense of pride and value)

2. **Develop litter and trash prevention measures** (including incentives for people to dispose of trash properly instead of tossing it on the ground)

3. **Employ cleanup actions** (including immediate removal of trash to avoid perception it is acceptable behavior)

The solution to the City's unsightly trash problem—and plans to grow a shared sense of environmental stewardship in the community—requires a coordinated partnership involving residents, visitors, business owners and the City. Stewardship of our shared environment is everyone's responsibility.

While execution of these strategies was slowed by the pandemic and civil unrest, which also delayed completing the City's Beautification & Public Art plan, it is expected that implementation of this plan—once adopted—in conjunction with concerted community engagement efforts and intentional, long-term partnerships will begin to reverse the situation.

FORECAST

## Public Art Overview

Public art is visible evidence of our shared humanity. It is vital to building a dynamic and equitable city for everyone; it encourages dialogues across difference and inspires viewers and participants to engage more fully in their communities.

As a field and a professional practice, it's constantly evolving and expanding as artists of all disciplines explore the world outside of traditional venues and private studios. And, as more artists participate in cross-sector collaborations—with community developers, place-based designers, city planners, social service organization and others, they realize the potential impacts public art can have on our built environment, our social infrastructure, the health of communities and our quality of life.

Beyond murals, monuments and memorials, public art today can assume a multitude of forms. It can be visual or performance-based, fixed or ephemeral, community engagement or outrageous spectacle. To better understand how community interacts with public art, it may help to categorize it into five groups: art in public space, art as public space, art in the public interest, art as platform, and art as experience.

## Types of Public Art

**a) Art in Public Space**

"Art in space" is commonly found in the public sphere, but does not necessarily serve a function, nor does it explicitly reflect the public's desire. Artworks placed in public are typically selected by curators or committees composed of art professionals or donors. Occasionally, the public embraces free-standing art in space, like the popular *Cloud Gate* (2006) by Anish Kapoor in Chicago's Millennium Park. Frequently, these works thrill the art world, but fail to evoke positive public responses because the work is selected without input from people who frequent the space.

**b) Art as Public Space**

"Art as public space" refers to art that encompasses the design of entire public spaces; it transforms the ordinary benches we sit on, the land we walk on, and the bridges we cross. These types of projects typically result from collaborations with an artist, architect, landscape architect, community developers or site owner. This type of creative placemaking—a nationally recognized trend—greatly benefits from community stakeholder engagement in the early planning and design phase, and is mindful of the social health needs of the community. For example, Lorna Jordan's *Water Works Garden* features mosaic-covered seating elements

in an intimate grotto invites contemplation, hosts storytelling events, and offers a unique wedding environment.

**c) Art in the Public Interest**

"Art in the public interest"—as defined by Miwon Kwon in *Sitings of Public Art: Integration versus Intervention*, 2002—is designed and sometimes constructed collaboratively with other artists and/or community participants. The artist invites the community into the process and the resulting work may reflect their desires, interests and experiences. Community engagement in the planning, design, creation of public art effectively empowers stakeholders to co-create the public realm they desire. This often generates civic pride and fosters greater stewardship of public art and shared public spaces.

**d) Art as Platform**

"Art as platform" is infrastructural art that enables the activation of public spaces through arts and cultural programming. Proven effective at generating a "buzz" or bringing diverse people together, these platforms include, but are not limited to: an outdoor amphitheater offering a stage for a wide variety of performances; cables stretched high above a streetscape providing a support system for fabrics, lights and audio speakers; a large digital video monitor displaying multiple types of presentations, public service announcements, audience-generated imagery and more; or a collection of ground-level concrete pads hosting rotating sculpture displays. Such platforms and other infrastructural elements enable flexible, yet meaningful community cultural programming and contribute to the vibrancy and vitality of public spaces.

**e) Art as Experience**

"Art as experience" is public art that taps into the trend of participatory culture; it's not seen as art we can consume, like art in a gallery; it's art we all can produce or at least contribute to its creation. Many kinds of public art are not meant to be passively observed; they're designed to offer immersive experiences. They may be fleeting, such as a flash mob event, festival, or a parade, or they may evolve slowly over time and reward repeated visits. Topiary art, for example, is meant to grow slowly into its intended form or perhaps decompose over time. Interactive experiences with art, such as art that responds to the physical movement of audience members, or require physical activation of the work to reveal its meaning, inspire further public space exploration and discovery.

The types of public art listed above offer direct benefits to public realm developments, as well as the public-facing surfaces of the privately-owned built environment throughout the entire city.

*Note: This information was first developed by Forecast for the Ford Site development in St. Paul*

## Notes on Community Engagement

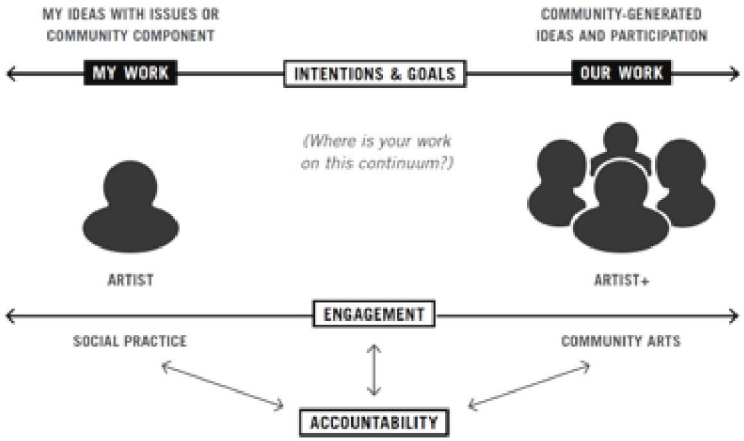
**Ways to Engage**
For examples of artist-led community engagement toward specific health goals, visit Forecast Public Art's website, including: _____

**Who and How to Engage**

- General Brooklyn Center Community
  - Bring engagement to the community (where gatherings already happen)
    - National Night Out
    - Neighborhood Clubs / Block Clubs
    - VFW meetings
    - Church gatherings
    - School events
    - Halloween
    - Voting
    - Other
- Business Community
  - Grow sense of ownership in the Beautification & Public Art program
  - Learn how they engage their customers and the community in other ways
  - Add value to their developments/properties
- Cultural Communities in Brooklyn Center
  - Research and showcase the diverse cultures in the city by telling their stories
  - Make cultural leaders and groups feel welcome and needed
- Local and Neighboring Artists
  - Make effort to find artists and attract them to do work in Brooklyn Center
    - For example, a micro-grant program would attract artists and bring fresh ideas to the City.
  - Consider creating an artist services program, like Springboard's *Ready Go Art*, and Open Eye Theater's *Driveway Project*.
- Reference Forecast's _____ for more case studies.

**Strategies to Help Plan Engagement**

- Tool Idea: Partners and Constituents – Create a constituency "constellation" map
- Develop Social Infrastructure – Build upon strategies for creating welcoming public spaces at the Opportunity Site




From "*Artists at the Community Development Table,"* by Roseann Weiss, for Americans for the Arts

**Events vs. Engagement**
Engagement goes back to the notion of active listening, co-creation, and co-conception. Artists can go where people are gathered. They can look into all corners of the community to build relationships without preconceived expectations.

A single event does not constitute community engagement. However, a single event or short-term project done well can lead to continuing engagement. Here are other points to keep in mind:

- A focus group is research, not community engagement.
- An interview with one elder is not engagement.
- Outreach is not engagement.
- If the product is the purpose, it's social practice.
- If the process is the purpose, it's community art.

Engagement is complex work. It can't be done from a desk or a studio. Engagement is not something simple you can put into a box.

**Community-engaged Public Art Project Example:** An interactive public art project that can take note of the mood of a community and let others know!

**"Public Art That Displays the Public Mood"** *(excerpted from weburbanist.com)*

What if the message of a work of public art is turned back to residents who then get to express their feelings? Residents of Waterloo Estate towers in Sydney, Australia, were given a uniquely visible voice in 2015 amidst city plans to change the neighborhood. The **#WeLiveHere2017** project gave 500 residents in two 60-story towers "mood lights" so they could express their views on the proposed future of their home.

“#WeLiveHere2017 celebrates the community of Waterloo before a large-scale redevelopment changes the area forever,” explain the project’s creators, “bringing with it swathes of high-density private dwellings and an uncertain future for the thousands of existing residents.” An estimated 3,600 elderly and low-income residents will be moved out of the way when a new metro station is added and associated reconstruction complete. Indirectly, the lighting lends a voice to people living in vulnerable low-rise structures below, which are the most likely to be demolished and replaced.

“We chose the Matavai and Turanga towers to represent the whole estate as they are the tallest and most visible,” explained one local resident of the project. “They were purpose-built for elderly residents, and I don’t think I’ve met anyone living there who is under the age of 65.” “By telling the stories of this inner-city community, the project empowers residents to participate in a collective statement of presence: a beacon to the place and the people.” It is also “a dynamic platform to generate valuable discussion around the importance of public and affordable housing, and the right of every person to a home.”

There is also a personal element to this approach — each light represents an individual and creates a spot of bright color to help people remember that, even if it looks a bit dreary on the outside, there is someone living in a tower.

The project has now wrapped up, and it remains to be seen how much it will impact development in the area, but it is certainly an intriguing template for would-be protesters in urban settings well worth looking at.

## Additional Project Ideas for Consideration

(Ideas suggested by residents or local organizations, as well as consulting team members)

**DIY Fridays at Brookdale Library**

The Brookdale Library already hosts this program, and perhaps it could be expanded. Here's how they promote it: *"Calling all makers! Get creative and crafty at the library on Fridays. Try out new projects using our materials, or bring your own project in progress. Discover new creative skills, experiment with new materials, and have fun! Something different every week."*

**Foreign Exchange**

Children from households of different cultures trade places for a week. Run program just like a foreign exchange program for students. It makes sense to find a program in the region that actually runs foreign exchange programs and ask them to develop a pilot in Brooklyn Center.

**"Shoot Back" Photography Story-Telling Project**

Downtown Kalamazoo tried this type of public art project and collected nearly 600 photos. collected 594 photographs of everyday life from July to October, 2019, inviting the public to pick up and use disposable cameras.

**BC Sister City Artist in Residence**

Brooklyn Center could host an artist from its Sister City, Garowe, Somalia, to live and practice his/her art for 3-4 months (or longer). The artist could be offered an open-access storefront studio space in which to engage with community members, exhibit art, give public presentations, etc. A stipend would be offered for travel and meals, a local family could host the artist as a guest, and an honorarium would be provided. The artist would create at least one public art project, such as a mural, a set of street banners, a performance at Centennial Park, an exhibit at Brookdale Library, etc.

**Street Painting Festival**

became an instant success. Many locals suggested Brooklyn Center should do its own version. Hire a team of artists to produce a series of temporary, large-scale street paintings or chalk drawings on vacant blacktop lots, perhaps at the Pop-Up Saturday Market site or other empty parking lots in the Opportunity Site, prior to construction. Here's an example of one creative street painting project:

**Chat Bench**

a simple idea developed in England, is a concept for combatting isolation and loneliness. A sign is placed on specific benches, indicating this is a bench where people sit who are "Happy to chat. Sit here if you don't mind someone stopping to say hello."

**Let's Beautify This!**

Kenmore's ' program, which generated GoFundMe support from community members, is easily replicable.

**Mobile Talk Show**

Pittsburgh's is a mobile TV station that travels to neighborhoods and invites residents to be guests.

**Micro-grants**

Micro-grants for temporary public art interventions around city, like this one in St. Louis Park. This program is also useful for attracting artists to work in your city.

**Story Walk**
A Story Walk can be installed along the City's trails, with signs holding sequential pages of children's books spread out 100+ yards apart. If possible, involve local authors and illustrators, and have meet-the-author event at library. Consider multiple languages and business sponsors, as well as partnership with Hennepin County Library.

**Student Art Exhibitions**
This idea features a juried High School art competition, with student art displayed at City Hall or the library (or both). Many cities have done similar projects, such as this one in Kenmore, WA. For Brooklyn Center, the exhibit could have theme around what makes a healthy community. In addition to visual art, it could include video, poetry, songwriting, performance, etc.

**Interactive Chalkboard Murals**
Candy Chang developed "Before I Die" murals in different languages you can download inexpensively and install in a variety of locations.

**Intergenerational Dance Hall**
This is only one of the events developed by Kairos Alive!, a regional nonprofit arts organization. It's a revival of the dance hall as the community intersection of artistic, physical and social involvement—designed for all ages and abilities, with elders at the center. Featuring live music, these intercultural events promote arts participation, health education and community well-being.

**Tiny Business Consortium + Incubator**
Most artists are tiny business owners. Sharon Rowe, author of *The Magic of Tiny Business*, says, "Those involved in tiny businesses are quietly changing the norm. They are where the magic is happening, where new ideas get a chance to take root and create new markets. They are businesses—only tiny, like how Etsy started." Charleston Rhizome is an inter-generational, multi-racial, grassroots collective; a local network of artists, business owners and community youth connected by shared values, collaboration, mentoring and apprenticeships and meaningful story sharing. They are working to connect and promote tiny businesses in Charleston and address economic and workforce development in traditionally under resourced communities. Their aim is to contribute to the cultural narrative of their town, challenging the status quo and creating meaningful employment across generations. They are making space for direct collaboration, encouraging the idea of reciprocity as a mode for social change.

**More Inspiration**
Visit Forecast Public Art's website for more examples of projects that may be a good fit for Brooklyn Center.

## Prioritization Tool: Considering Opportunities and Possibilities for Brooklyn Center

Given that fact that most public art and beautification opportunities involve people, time and money, it will be critical for the City and its partners to review, evaluate and prioritize projects that are timely, actionable and worthy of investment.

In order to make an informed decision about which projects, strategies or concepts the City should allow or support in some way—or prioritize as "critical" versus "maybe" or "not a good fit" —it's important to establish a process that is fair and transparent, building on the vision, goals and considerations provided in this Plan.

As recommended, the City should establish a Brooklyn Center Arts & Cultural Commission (BCACC) to govern, uphold and guide the implementation of this Plan. Utilizing an agreed-upon set of criteria, an established meeting and review schedule and decision-making process will be critical. This overview is meant to serve as a starting point to achieve this objective.

What questions and criteria can be used to prioritize ideas proposed for Brooklyn Center? Criteria will vary somewhat, based on the different types of ideas considered, as well as the context of the moment. For example, a temporary event has different goals and intended outcomes than a new work of permanent public art. Likewise, the reuse of an existing building for a cultural center requires different considerations than those used in planning a new building. And, during the recovery from the global pandemic, CDC safety guidelines are important to take into account.

These criteria are also meant to aid in the development of evaluation methodologies pertaining to completed projects and accomplishments. The BCACC, with help from the City Team of staff members, should establish reporting and evaluation procedures and use them to keep the City Council, partners, funders and other key stakeholders updated and informed. An BCAC Program Annual Report should be considered as a format for packaging and sharing such information.

As part of any review process in which new ideas are being considered, Forecast recommends the BCACC adopt a simplified, standardized form on which basic information can be provided —to be filled out by whomever is proposing a project or idea. This form would provide space for names of key project personnel, an overview of the concept, a budget (proposed sources and uses of funds), schedule of key steps to be taken, location(s) affected, and a list of goals and objectives. A simple score sheet, with criteria listed, would make it easier to compare and rank projects. Following review, the Commission would discuss top-ranking projects and then further prioritize projects or ideas for possible approval, funding recommendations and subsequent implementation and monitoring requirements.

Criteria may include:

A. Extent to which project meets perceived needs in the community, aligns with goals in this Plan and is considered appropriate.
B. Funds available or likely to be secured for project or activity.
C. Amount of City staff time required to assist, and availability of staff during proposed timeline. Consider potential for volunteer or contract help during the time period identified.
D. Ability of proposed project manager or outside consultant hired to manage project.
E. Extent to which project aligns with the City's vision, goals and objectives.
F. Timing of proposed project. Is it ready to go; a long-term effort; or something to ramp up to?
G. Is the project feasible, given existing spaces, infrastructure, equipment and resources?

H. Extent to which the project aligns with or complements other efforts or is supportive of other priorities.
I. Project's potential impact on intended audiences, including community members. It's important to consider both the quantity of people impacted and the potential quality of the intended impact(s).
J. Extent to which the project places future burdens on budget or staff capacity.
K. Extent to which the project involves or impacts existing City partnerships. If the idea is about adding new partner, additional criteria should be developed.
L. Extent to which the project is a stand-alone project or intended to coincide with or complement another event/activity. How does this activity/event/project fit with already scheduled programming?

Note: During the healing, recovery and rebuilding phase of the Covid-19 pandemic, it is critical to review projects with additional criteria. Likewise, it is important to collect input from Indigenous, Black and People of Color (IBPOC) members of the community to add criteria reflecting their needs, concerns and aspirations for racial justice, equity and community-led community development.

## Resources & Links (selected)

### Public Art, Beautification and Placemaking (organizations, articles, websites)

- , and one of their useful essays: What Makes a Successful Place?
- Public Art Network, plus numerous resources, such as Best Practices Goals and Guidelines
- Forecast Public Art
- Springboard for the Arts
- Artspace Projects
- New England Foundation for the Arts (NEFA) offers services and resources, such as Public Art Learning Grants for New England artists
- Policy Link, and one of their many offerings: Cultural Equity Resources

### Arts Community and Wellbeing Resources and Reports

- World Health Organization (WHO) Report on Arts and Public Health
- University of Florida Center for Arts and Medicine, plus their White Paper on Arts and Health
- Blandin Foundation's Nine Dimensions of Healthy Community:

### Potential Funding Sources (not comprehensive)

- Metropolitan Council: The Livable Communities grants for engagement and public art as part of development and redevelopment projects
- Metropolitan Council: The Park Equity Toolkit and grant program
- Blue Cross Blue Shield Center for Prevention
- The McKnight Foundation
- Metropolitan Regional Arts Council (MRAC)
- Minnesota State Arts Board (MSAB)
- National Endowment for the Arts (NEA)
- Associated Bank
- The Bush Foundation
- Rotary Club of Brooklyn Center
- Brooklyn Center Lions Club
- Brooklyn Center Business Association
- The Knight Foundation
- The Kresge Foundation
- The Robert Wood Johnson Foundation

# Forecast Public Art

## Site Analysis + Specificity

In the advent of land art in the 1970's and large scale public art installations, site specificity has long been defined as works of art or projects that take into account, interface with, or are otherwise informed by the surrounding environment. Like the definition of public art, we like to define "site" in a much broader sense. One way to think about it is: where and how will the artwork be situated? This includes the physical location and limitations of a site, historical meaning, and cultural context to name a few. Where is the site within a city? Where is the artwork sited within a park? Where does the artwork sit in the history of the people who currently inhabit the site in where it's located? It's much more than just the geographical or physical location [but that's still an important part].

**Physical Locational Analysis**
**Part 1: Need/Want**
Your project will probably require some very specific site conditions. There will also be conditions that you would like to have but are not imperative to the success of the project. Consider the following conditions and determine what you need or want for your project.

Access to electricity
Cover from inclement weather
Access to water
Flat ground
Access to public toilets
Garbage/recycling
Parking
ADA compliance
Lighting
Wifi/cell service
Flat wall
Seating
High visibility/usage
Other?

| Conditions NEEDED | Conditions WANTED |
|---|---|
| | |
| | |
| | |
| | |
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**Part 2: Actual Site**

Now that you have a list of conditions that you want and need, think about a site that might fulfill some of the items in the “need” category. Go to the site and use the following questions as a guide to determine if the site is conducive to the success of your artwork.

| |
|---|
| **Site:** |
| **Location:** |
| **Address:** |
| **Site Owner & Contact:** |

What is in/on the site now?

What infrastructure exists in the site?

What natural elements are present?

What borders the site? What is adjacent to it? What are the site’s boundaries?

Who owns the site? Who manages it?

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Are there people using the site? What are they using in for? Would your artwork benefit the people already in the space, or would it hinder their use of the space?

Close your eyes. What do you hear?

What do you smell?

What do you feel?

What materials are being used here?

Is there sun or shade? Is that important for your project? Where do these conditions exist?

Circle the conditions that this site has:

- Access to electricity
- Cover from inclement weather
- Access to water
- Flat ground
- Access to nearby public toilets
- Garbage/recycling
- Parking
- ADA compliance
- Lighting
- Wifi/Cell service
- Flat wall
- Seating
- Visibility
- Other?

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**Draw + Diagram + Sketch**
Draw one sketch and one diagram of your observation. A diagram is an abstract drawing that shows movement and relationships in space that is often in plan view. A sketch is a life-like drawing that captures a moment in time and space that is often in perspective view. Drawing is one of the best tools for site analysis! Depending upon the project/your artwork, there are other site factors that may come into play and have an affect on your design:
Wind direction
Sunlight
Microclimate
Flood plain
Stormwater runoff

Look at your list of needs and wants and compare those to the conditions that exist on the site [that you've circled above]. Is this site a good match? Why/why not?

**Part 3: Off Site Locational Research**

Now that you have a good idea of the physical conditions of the site you are considering, think about the history of the site and the cultural context of the site and your work. Use the following questions as a guide:

What used to be on the site?

What has happened on the site in the past? Is this a site of meaning for people? If so, assess if your project really fits within that meaning. If it doesn't, it might be worth considering a new site.

What is going to happen on the site in the future?

What people care about the site? Are there people invested in the past or the future of the site that you should be talking to? Who lives, works, plays, worships, studies, or visits this place?

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**Part 4: Off Site Cultural Contextualization**

Use the following questions as a guide to determine how and where your project is situated culturally.

What issue does your artwork investigating, and where does your work fit within that issue's arc/narrative? Does it create a new narrative?

How are you defining community for this project? What is your connection to that community? If you do not have a connection to that community, why are you the person to do this project?

What are the values and attitudes that are influencing your project?

How does your artwork reflect these values and attitudes? How does it question them? How does it oppose them?

***Be aware of cultural appropriation.

"Cultural appropriation is the adoption of certain elements from another culture without the consent of the people who belong to that culture. …cultural appropriation typically involves members of a dominant group exploiting the culture of less privileged groups. Quite often, this is done along racial and ethnic lines with little understanding of the latter's history, experience, and traditions."

From Nadra Kareem Nittle's piece titled *Introduction to Cultural Appropriation*, found here*:* *https://www.thoughtco.com/cultural-appropriation-and-why-iits-wrong-2834561*

References:
Cole, Nicki Lisa, Ph.D. "Definition of Cultural Appropriation." ThoughtCo, May. 16, 2017, thoughtco.com/cultural-appropriation-definition-3026068.

Nittle, Nadra Kareem. "Introduction to Cultural Appropriation." ThoughtCo, Sep. 13, 2017, thoughtco.com/cultural-appropriation-and-why-iits-wrong-2834561.

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# Public Art Administrators

## What is a public art administrator?

A public art administrator manages the development and implementation of public art in their communities.

They do this through the management of public art programs and the facilitation of public art projects and artworks. They work with artists, community members, local decision-makers, representatives of municipal agencies and other stakeholders to ensure public artworks are designed, installed and maintained.

They play a key role in each stage of a project's lifecycle and are responsible for the administrative and management tasks within public art programs.

## What is a day in the life of a public art administrator?

Each day is different and can range widely depending on the projects they are working on.

Their days may include site visits to understand how an artwork may be installed in a location, project meetings to go over details of artworks in progress, interest meetings with community members, public relations events, and engagements with artists among others.

Throughout their day, public art administrators may interact with artists, representatives of municipal agencies, local politicians, community members, private developers, media, and more. No two days look the same for most public art administrators.

What are the responsiblities of a public art administrator?
Program & Policy Management
• Short term and long term planning
• Budget management and development
• Create opportunities for artists
• Oversee staff
• Build and maintain relationships
Research, Planning, & Evaluation
• Research to develop programs
• Research to assist with any artist needs
• Long term program planning
• Evaluate completed projects
Collection Management & Conservation
• Review artwork donations
• Process deaccessions
• Manage maintenance and conservation of the collection
Contracts & Legal Issues
• Author and track artist contracts
• Keep consistent and accurate records
Community Engagement
• Work with community engagement campaigns
• Respond to public inquiries
Marketing
• Implement marketing campaigns
• Manage public communication
Funding for Programs & Projects
• Manage a variety of public and private funding sources
• Fundraising and grant writing
Project Management
• Manage selection panels
• Manage call for artists
• Conduct site visits
• Coordinate and facilitate meetings
• Provide project updates to stakeholders
• Run public galleries

## What are the *qualifications* for public art administrators?

### Hard Skills

- Facilitation
- Organized
- Time management
- Creative problem solving
- Conflict management
- Project management
- Detail oriented
- Critical thinking
- Public speaking/communication

### Soft Skills

- Sense of empathy
- Dedication to community service
- Being able to focus on the bigger picture
- Strong sense of teamwork
- Risk taking
- Abilitly to see different perpsectives
- Curiosity
- Patience
- Interest in visual arts
- Ability to manage criticism
- Sense of accountability
- Willingness to work with people
- Mature, even-temperament
- Willingness to learn

### Education

Americans for the Arts conducted a Baseline Demographic Survey of the Local Arts Field in 2017. Among Public Art Administrators:

- 51% have a master's degree
- 35% have a bachelor's degree
- 4% have some college
- 2% have an associate's degree

The field generally asks for a Bachelor of Arts in a related field such as:

- Fine Arts
- Art History
- Architecture
- Landscape Architecture
- Arts Administration
- Urban Planning/Design

However, experience can potentially replace a degree.

### Experience

Positions generally ask for at least three to five years of related experience which can include:

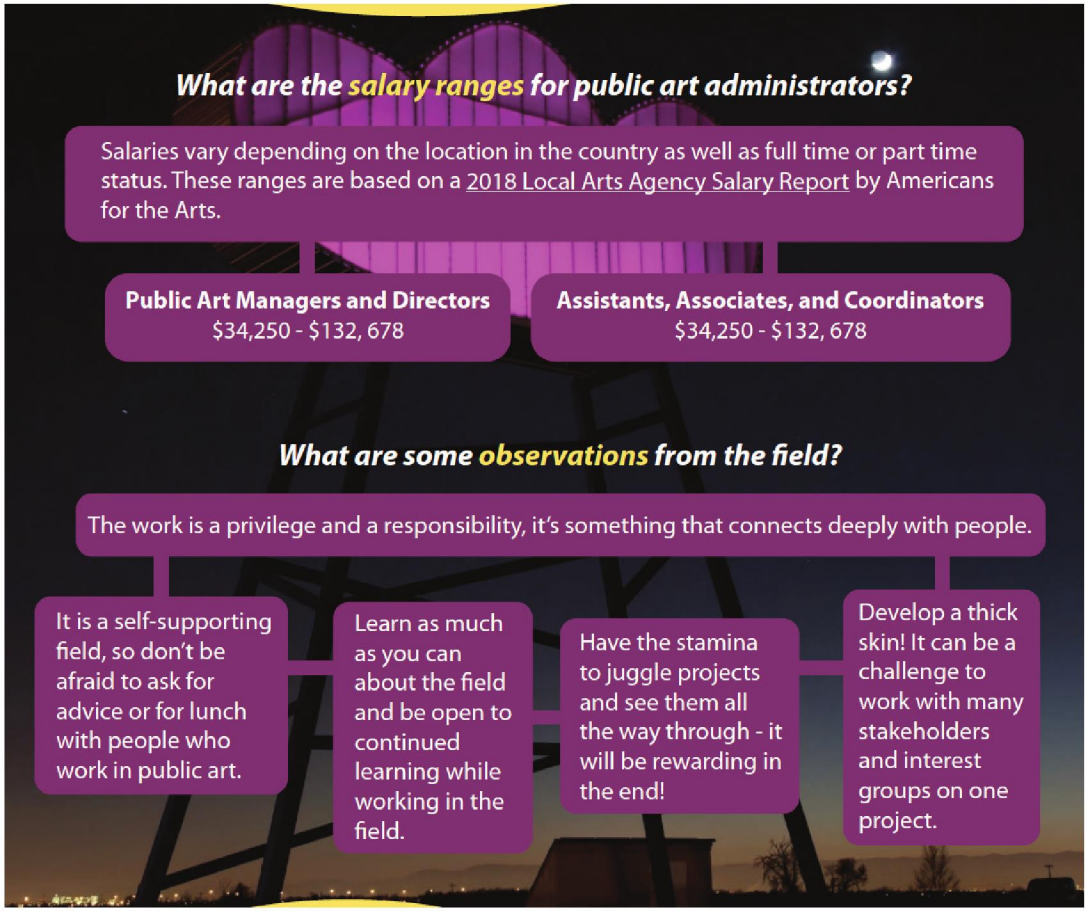
- Project managment
- Arts fundraising
- Local community work

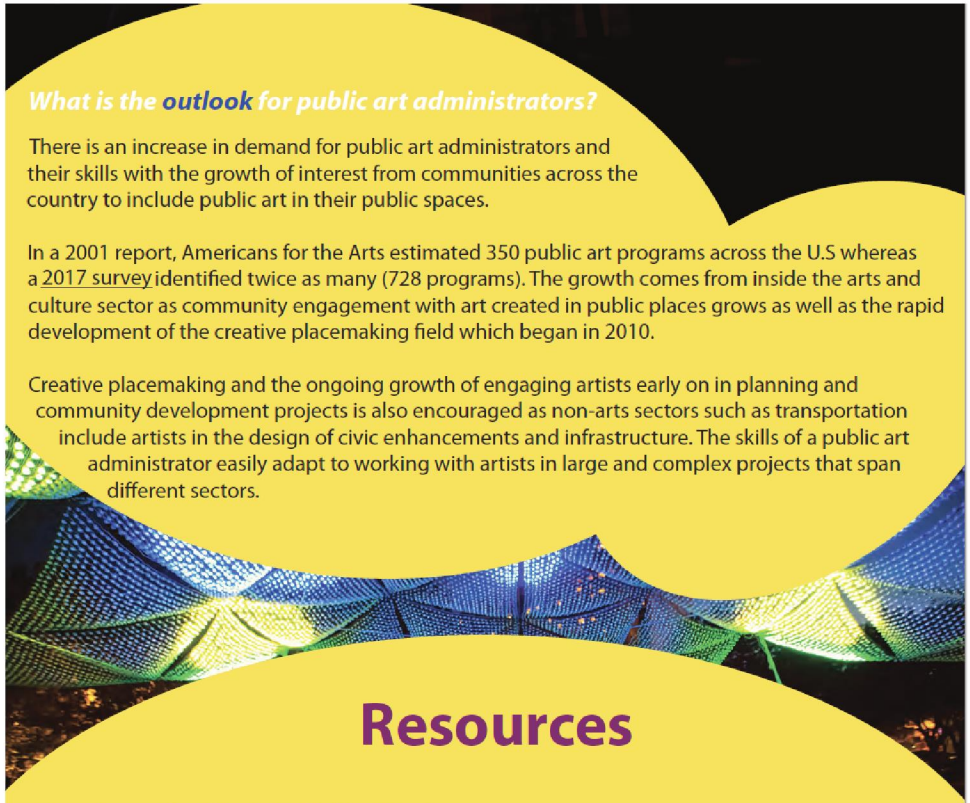
Experience in a related field:

- Practicing artist
- Art history
- Anthropology
- Curation
- Construction management
- Landscape architecture
- Placemaking/Creative Placemaking

Being knowledgable about the following areas is also beneficial:

- Visual arts
- Government financing
- Placemaking


What are the salary ranges for public art administrators?
Salaries vary depending on the location in the country as well as full time or part time status. These ranges are based on a 2018 Local Arts Agency Salary Report by Americans for the Arts.
Public Art Managers and Directors
$34,250 - $132, 678
Assistants, Associates, and Coordinators
$34,250 - $132, 678
What are some observations from the field?
The work is a privilege and a responsibility, it's something that connects deeply with people.
It is a self-supporting field, so don't be afraid to ask for advice or for lunch with people who work in public art.
Learn as much as you can about the field and be open to continued learning while working in the field.
Have the stamina to juggle projects and see them all the way through - it will be rewarding in the end!
Develop a thick skin! It can be a challenge to work with many stakeholders and interest groups on one project.



## *What is the outlook for public art administrators?*

There is an increase in demand for public art administrators and their skills with the growth of interest from communities across the country to include public art in their public spaces.

In a 2001 report, Americans for the Arts estimated 350 public art programs across the U.S whereas a 2017 survey identified twice as many (728 programs). The growth comes from inside the arts and culture sector as community engagement with art created in public places grows as well as the rapid development of the creative placemaking field which began in 2010.

Creative placemaking and the ongoing growth of engaging artists early on in planning and community development projects is also encouraged as non-arts sectors such as transportation include artists in the design of civic enhancements and infrastructure. The skills of a public art administrator easily adapt to working with artists in large and complex projects that span different sectors.

# Resources

### *Americans for the Arts Online Tools*

- ArtsU: Public Art Professional Development
- Public Art Resource Center
- Public Art Network

### *Other Online Tools*

- ArtPlace America
- Forecast Public Art
- National Endowment for the Arts' Creative Placemaking
- The National Consortium for Creative Placemaking

### *Higher Learning Opportunities*

#### *Certification Programs*

- Public Art Certificate of Achievement from the Berkeley City College
- Public Art and Placemaking Undergraduate Certificate from the University of Cincinnati

#### *Master Programs*

- Master of Planning and Master of Public Art Studies dual degree program from the University of Southern California
- Master of Art, Design and the Public Domain from Harvard University

AMERICANS for the ARTS

*Authored and designed by Sabah Rana*

*Photo credits: "Ciguapa Antellana, me llamo sueño de la madrugada. (who more sci-fi than us)" by Firelei Báez. Commissioned by Metropolitan Transportation Authority Arts & Design. | "Enchanted Promenade" by TILT, Francois Fouilhe. Commissioned by Discovery Green Conservancy. | "Cloudscape" by Christopher M. Lavery. Commissioned by Denver International Airport. | "Firmament" by Christopher Schardt. Commissioned by Discovery Green Conservancy.*

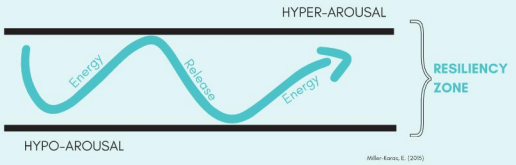
# CONSIDERATIONS FOR ARTS FACILITATION
# DURING CRISIS AND UNCERTAINTY

Artists from all over the world bring forth inspiring, comforting, and provocative works in response to crisis. When arts organizations and facilitators use **the arts as a path to health and wellness**, there are additional factors that we have a *responsibility* to consider.

## THESE ARE TIMES WHEN STRESS IS EXACERBATED

ARTS ADMINISTRATORS, FACILITATORS, **AND** PARTICIPANTS
MAY **ALL** EXPERIENCE COMBINATIONS OF THESE CONDITIONS **SIMULTANEOUSLY**:

| Worry<br>Anxiety<br>Uncertainty | Vicarious trauma<br>Acute trauma<br>Prolonged trauma | Anticipatory grief<br>Personal grief<br>Collective grief | Conflicting experiences<br>like joy during suffering<br>or shelter without safety |
|---|---|---|---|




Intentional **design** and **implementation** of arts programs and practices can help people find a **zone of resilience**

### Did You Know?

Arts processes, media, and activities can impact mood, behavior, and coping at an unconscious and body-based level *especially* during times of stress.

### For example:

- Watercolor can make people tearful or frustrated due to its fluid, hard-to-control properties.
- Head or neck movements and movements that challenge balance can cause additional de-stabilization when senses are already overwhelmed.
- Music can elicit intense emotions in unexpected ways - even music that used to be pleasurable.
- Crisis changes context so, topics that previously brought joy, like family, might now trigger thoughts of fear for a family member's health and wellbeing.
- Arts groups or prompts that tell people to "express themselves" during this time may invite painful or difficult content that is more suitable for therapy.

## ENGAGE IN SAFE AND EFFECTIVE ARTS PRACTICES

BY FRAMING PROGRAMS & ACTIVITIES AROUND THESE RESILIENCY-BUILDING GOALS
THAT WILL SUPPORT HEALTH & WELLBEING DURING UNCERTAIN TIMES

**STABILITY & SAFETY** | **CALM THE NERVOUS SYSTEM** | **CONNECT WITH OTHERS** | **BELIEF IN SELF-EFFICACY** | **GRATITUDE & MEANING**

## Participant-led engagement is the best-practice

*Use these themes and approaches to protect participants' and facilitators' emotional & physical safety*

### Themes and topics:

- Relaxation
- Skill building, mastery, and competence
- Cultivating routine and ritual
- Focus on the present (not past or future)
- Self-compassion
- Gratitude
- Inspiration and hope
- Empowerment through repurposing and up-cycling
- Connecting to community

### Approaches to facilitation:

- Offer choices within each activity
- Allow an opt-out at any time
- Keep things simple and clear
- Utilize creativity mindsets as artists' strengths
- Look to the lessons artist from the past can teach
- Reframe what "isolation" means for artists who retreat to do creative work
- Use the arts to build and strengthen community
- Remember, we **all** need grace during this time

LEAN INTO CROSS-SECTOR COLLABORATIONS IN TIMES OF EXTREME STRESS.
PARTNER AND CONSULT WITH LOCAL CREATIVE ARTS THERAPISTS & MENTAL HEALTH PROFESSIONALS.

Amy Bucciarelli, MS, ATR-BC, LMHC 2020

13. Mobilizing Arts and Cultural Assets in Response to Covid-19 (page 1 of 3)

**ADVISORY BRIEF FOR STATE AGENCIES AND LEADERS:**

# MOBILIZING ARTS AND CULTURAL ASSETS IN RESPONSE TO COVID-19

This brief is intended for governor's offices and state agencies including public health, education, mental health, community and economic development, aging, human, social and family services, and disability services.

Immediate action is needed to stop the spread of COVID-19 and to address the pandemic's short and long-term economic, health, and social impacts. State arts and cultural resources are among the most powerful and readily available resources for addressing critical problems faced by states, including social isolation among senior citizens, communication with hard to reach populations, meeting the education and developmental needs of children, and crafting plans for safe and equitable recovery and rebuilding.

**This unprecedented situation requires new and creative responses at the state level. The arts are one of the most powerful means at our disposal today for enabling communication, direct health benefits, and social and economic recovery.**

## COMMUNICATION

Artists are adept at translating information across language, cultures, and sectors.[1] They communicate in ways that are emotionally engaging, memorable, and personally and culturally relevant—rendering health information more likely to stimulate behavior changes. Artists and arts organizations provide trusted platforms for urgent messages, and can reach larger and different audiences than health departments and government agencies. Their partnership and assistance in health communication is vital.

*Examples:* In response to Ohio governor Mike DeWine's request for messages that would engage Ohio youth, Proctor & Gamble hired Tik Tok influencer Charli D'Amelio to create a #DistanceDance that urged young people to #StayHome. It has been viewed over eight billion times. At the national level, the CDC is modeling arts-based health communications with its *Watching Hands: Artists Respond to Keeping Well initiative.*

**TAKE ACTION:**

- Employ artists to make state public health messaging more memorable and actionable through performances, artworks, and activities delivered online and in socially distanced formats.
- Employ artists to help ensure that COVID-19 information is relevant and available across diverse communities, cultural differences, and social norms.
- If you are not sure how to find artist-partners, engage your state arts agency to make connections.

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UF UNIVERSITY of FLORIDA · Center for ARTS IN MEDICINE · ARTPLACE · National Assembly of State Arts Agencies · nceda

## DIRECT HEALTH BENEFITS

Arts and cultural assets, which are prevalent in communities across each state, offer immediate opportunities for mitigating the serious mental and physical health consequences associated with physical distancing. For example, artists and arts organizations are reducing loneliness and isolation through programs delivered online and in safe-distance formats. And, research has shown that engaging in the arts—even for short periods of time—reduces stress, enhances coping and emotional regulation, and increases wellbeing.[2]

*Examples.* Rhode Island Governor Gina Raimondo hired renowned street artist Shepard Fairey to create a new work to bring Rhode Islanders together, and she urged citizens to create and share their own artwork on a new website designed as a platform for well-being and connection. In Kentucky, Governor Andy Beshear has urged Kentuckians to make encouraging sidewalk art and hang art in their windows to cultivate connection. And, at daily press briefings, he featured examples of citizens' art to highlight compassion and togetherness. Boulder County in Colorado created a new website for engaging people in the arts to improve mental health.

**TAKE ACTION:**

- Educate state and local health professionals about the demonstrable health benefits associated with arts participation, so that these benefits can be integrated into response plans and offerings.
- Collaborate with your state's cultural agencies to ensure that virtual arts offerings are available to populations that need them most, including seniors who are already prone to isolation, communities of color that are being disproportionately impacted by the virus, and children, who require creative outlets and social engagement for healthy development.
- Use the arts in state press activities or social media channels to convey positivity in the face of adversity—and to model safe yet meaningful community engagement practices.
- Collaborate across sectors—including public health, mental health, social services, community development and arts and culture—to generate trauma-informed initiatives that address community needs for connection and wellbeing.[3]

## SOCIAL AND ECONOMIC RECOVERY

The COVID-19 crisis presents opportunities for states to recognize and address social determinants of health, and to reimagine and reinvent systems that have left marginalized populations more vulnerable than others to poor health outcomes. Artists are critical agents of this change, as they are adept at imagining possibilities, holding space for difficult conversations, and driving social and cultural transformation.[4] In addition, the arts and culture sector represents a significant component of state economies.[5] There are clear economic benefits to investing in your state's creative workforce, and the resulting arts-health partnerships will advance critical objectives for both public health and community revitalization.

*Examples.* The state of Colorado, among others, has appointed arts agency representatives to serve on its task force for recovery and economic redevelopment. The City of Austin harnessed the power of the arts and artists to shape political transformations taking place as a result of newly drawn council districts.

**TAKE ACTION:**

- Include state arts agencies and other cultural sector representatives in governors' task forces designed to drive recovery and address the public health, educational, and economic effects of COVID-19.
- Engage and pay artists to help you think outside the box when imagining and rebuilding systems, infrastructures, and social fabrics.
- Partner with trusted arts organizations and/or hire artists to facilitate recovery discussions and planning sessions with community members.
- Use storytelling and public art works to convey your commitment to issues such as anti-racism, social justice, equity, and inclusion in the recovery process.
- Engage arts experts to develop industry-specific recommendations to guide the safe reopening of cultural venues and community-based arts and cultural activities.
- Advocate for continuity and expansion of funding for the arts in your state.

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**"PUTTING ARTISTS TO WORK IN SUPPORT OF THE CHALLENGES YOUR STATE IS FACING NOT ONLY PUTS FORWARD PROACTIVE SOLUTIONS, IT SUPPORTS CREATIVE INDIVIDUALS AND ORGANIZATIONS DURING A TIME OF HISTORIC HARDSHIP. HIRING AND CONTRACTING LOCAL ARTISTS WILL MAKE YOUR STATE CULTURALLY STRONGER AND STRENGTHEN YOUR CREATIVE ECONOMY OVER THE LONG TERM."**

— FRANK WOODRUFF, NACEDA

***RESOURCES:***

- Find examples, collaborators, and resources in the Arts & COVID-19 Resource Repository
- Contact your state arts agency to find arts partners in your state
- Find and cite evidence using the Evidence-based Framework for Using the Arts in Public Health and the recent WHO report on arts in health
- Advise on community action using recommendations and examples in the Call for Collaboration: Mobilizing the Arts for Covid-19 Communication and Coping
- Learn more about how the arts can address collective trauma, mental health, and social isolation in the *Creating Healthy Communities through Cross Sector Collaboration* White Paper
- Generate arts-based communications using information from the CDC or the Ad Council's COVID-19 Toolkit

[1-5] Citations can be found *here.*

UF UNIVERSITY of FLORIDA | Center for ARTS IN MEDICINE UNIVERSITY OF FLORIDA / COLLEGE OF THE ARTS | ARTPLACE | National Assembly of State Arts Agencies KNOWLEDGE • REPRESENTATION • COMMUNITY | nceda

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# COVID-19 Response Resources for the Arts

*This list of resources is not extensive nor exhaustive, but it is a starting place for resources. Hopefully it will spawn ideas of where to look for support and will lead you to other resource pages, trainings, and experts.*

## UF COVID-19 RESPONSE

- Arts + COVID-19 Repository - Open-source resources with real-time projects happening in response to COVID-19. Anyone can add their projects or resources to it as well as search the repository for ideas. *Please add what you are doing to it!*
- Call for Collaboration: Mobilizing the Arts for COVID-19 Communication and Coping - offers examples and resources for using to arts to advance support communication, connection, coping and wellbeing. Invites public health, arts and culture, and community development professionals, programs and agencies to: Engage and pay artists, collaborate, source reliable information, adapt programming, facilitate connection, and think long-term
- Arts + Culture in Public Health Evidence-based Framework - Grounded in the Social Ecological model, this framework builds on the Creating Healthy Communities through Cross-Sector Collaboration white paper—which is informed by 250 thought leaders in the public health, arts and culture, and community development sectors. The arts have been shown to influence six broad areas of individual- and population-level health. This framework highlights each of these areas, and identifies outcomes that can be enhanced through arts and cultural approaches, and the mechanisms that mediate or moderate these outcomes.
- Creating Healthy Communities Through Cross-Sector Collaboration White Paper - presents the views of more than 250 thought leaders from the public health, arts and culture, and community development sectors who were convened in working groups in 2018 and 2019. Their voices are joined by over 500 participants in a national field survey and focus groups, and are supported by findings of a scoping review of arts + public health literature.
- UF Health Shands Arts in Medicine AIM to Connect – UF Health Shands Arts in Medicine Hospital-based practice adapted for COVID-19
- Call for participation in the COVID-19 Social distancing Study – Be a participant in an international Big Data study that will help researchers understand the health impacts of sheltering in place. All are welcome to participate.
- Local Governmental Advisory Brief - call to Public Health Agencies and Organizations about how to mobilize local arts and cultural assets in response to COVID-19. *Stay-tuned for a State Governmental Advisory Brief*
- Join the Creating Health Communities Network on Facebook

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ARTS ORGANIZATIONS COVID-19 RESOURCES

- Americans for the Arts Resource and Response Center
- Center for Performance and Civic Practice (CPCP) – Call to all local officials and those who serve them
- Creative Forces: NEA Military Healing Arts Network - initiative of the National Endowment for the Arts in partnership with the U.S. Departments of Defense and Veterans Affairs and the state and local arts agencies that seeks to improve the health, wellness, and quality of life for military and veteran populations exposed to trauma, as well as their families and caregivers
- National Organization for Arts in Health Resources (NOAH) including member-specific calls to action
- National Endowment for the Arts (NEA) CARES Act Funding to Support Arts Jobs and Help Sustain Organizations
- Travel and Leisure 100+ Things to do at home right now from virtual tours to animals cams and more
- Time Slips Creativity Center – tools to spark meaningful engagement with family members. Note: *Timeslips organization is thinking critically about how to deliver low-tech and no-tech arts engagement*
- TimeSlips Postcard Project – list of adult residential facilities that are requesting postcards for delivery to their residents.
- US Department of Arts and Culture Art became the Oxygen: an artistic response guide (USDAC) - A guide for artists, emergency management agencies, funders, policy makers, and communities responding to natural and civic emergencies.

CREATIVE ARTS THERAPIES COVID-19 RESOURCES

*The Creative Arts Therapies COVID-19 resources can be useful for arts in health professionals, public health professionals, and community artists as a place to find collaboration and also consultation. Many creative arts therapists are willing to help arts professionals understand how to use art materials, processes, and activities that will help protect participants physical and emotional safety during this time when stress and trauma is elevated. Check out the discipline-specific COVID-19 resources, each of which have provided training related to virtual service-delivery. You might also search their member directory for therapists in your local area.*

- American Music Therapy Association COVID-19 Resources (AMTA)
  - Music Therapy & Telehealth Webinar - (talks about some of the technology, space, and assistance considerations with delivering music virtually)
- American Dance Therapy COVID-19 Resources (ADTA)
  - Adapting Dance/Movement Therapy to Telehealth Webinar: (helpful discussion of how to create space for arts facilitation, technical competencies, conversations about virtual/screen fatigue)
- American Art Therapy Association COVID-19 Resources (AATA)
- National Coalition for Creative Arts Therapies Association (NCCATA)

OTHER RELEVANT RESOURCES

- American Psychological Association (APA) COVID-19 Information and Resources – appropriate for psychologists, healthcare workers, and the public
- American Red Cross Steps to Help Cope with Evolving Coronavirus Situation
- Care for Your Virus Anxiety Website – use this site with caution as it is not a professional association, but it is curating some good resources, articles, and self-care practices about COVID-19.
- Center for Disease Control Resources on Stress and Coping during COVID-19 (CDC)
- Coalition to End Social Isolation & Loneliness COVID-19 and Social Isolation Resources
- HIPAA and Telehealth during COVID-19
- National Alliance for Direct Support Professionals (NADSP)- direct support workforce that partners with, supports and empowers people with disabilities to lead a life of their choosing. Site has helpful videos about self-care, risks for people in helping roles, and how to grief support
- The Schwartz Center for Compassionate Healthcare – Resources for healthcare professionals and additional webinars such as: *Caring for Yourself & Others During the COVID-19 Pandemic: Managing Healthcare Workers' Stress*
- US Small Business Association Coronavirus relief options

Children

- American Academy of Pediatrics (AAP) recommendations and resources
- Child Mind Institute: Talking to Kids About the Coronavirus
- The Center for Disease Control (CDC) has some basic recommendations for parents and teachers
- HealthyChildren.org (site powered by the Academy of Pediatrics)
- National Association of School Psychologists (NASP) has some additional details for parents and teachers

Older Adults

- American Geriatrics Society Coronavirus Information Hub (AGS)– society of geriatrics healthcare professionals for improving health, independence, and quality of life of older people.
- Family Caregiver Alliance COVID-19 Resources and Articles (FCA) – supporting caregivers of adults with physical and cognitive impairments such as Parkinson's, stroke, Alzheimer's and other types of dementia

Disability Services

- Access Living CODVID-19 Resources for the Disability Community – Chicago based headquarters that supports over 400 Centers for Independent Living across the US. Core services include: advocacy, independent living skills, transition support, peer support, information and referral
- Capacity Building Toolkit for including Aging & Disability Networks in Emergency Planning
- Healthcare Access Research and Developmental Disabilities (HCARDD)– Information to support people with developmental disabilities and their families during this time
- Florida Mental Health Counselors Association (FMHCA) + Special Olympics Emotional and Mental Wellness Guide for Individuals with Disabilities While Practicing Social Distancing

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- NYConnects – Center for Independence of the Disabled sponsored resource for people living with disabilities in the New York area

Social Justice

- American Bar Association COVID-19 Series (ABA)– Section of Civil Rights and Social Justice multi-part webinar series addressing how COVID-19 highlights critical legal issues of criminal justice, civil rights, human rights, and economic concern. Strategies for advancing law and justice.
- Health Justice Strategies to Combat COVID-19 Protecting vulnerable communities during a pandemic – Article by Health Affairs

Online Learning & Education

- Florida Alliance for Arts Education (FAAE) and the Interactive Academy - initiative to provide arts education classes across Florida
- National Center for Faculty Development and Diversity – Article "The Paradox of Productivity in a Pandemic"
- Online Learning Consortium Accelerate Conference (OLC)– Creating community and knowledge around quality online, blended, and digital learning while driving innovation. *Next conference is in June, fully online*
- United States Copyright Office – answers to Intellectual Property and Copyright questions with streaming and video

City of Hopkins

# Public Art Policies & Procedures

Approved by the Hopkins City Council 4/16/13

**PURPOSE AND VALUE OF PUBLIC ART**

The City of Hopkins recognizes the value that the arts play in a vibrant community and supports public art programs and activities that meet the following objectives:

- To provide meaningful aesthetic and cultural experiences for Hopkins residents, business owners and employees, and visitors, adding to the vibrancy of the community
- To attract new residents and new visitors, including but not limited to cultural tourists
- To showcase and/or collect artwork that demonstrates the creativity and innovation practiced in the arts, stimulates discussion and exchange of ideas, honors the history and heritage of Hopkins, and/or reflects the character and diversity of Hopkins

**HOPKINS PUBLIC ART COMMITTEE**

The City of Hopkins' public art program shall be led by a Committee made up of representatives of the Planning, Public Works and Hopkins Center for the Arts staff, community volunteers, business owners and artists. This Committee shall be responsible for the oversight of all public art programs and projects undertaken by the City of Hopkins including planning, grant writing, communication, acquiring public art, and maintenance of such art works. The Committee shall meet as needed to achieve the goals of the Public Art program as determined by the Hopkins City Council.

**PURPOSE OF THIS POLICY**

The objectives of this policy are to:

- Provide uniform procedures for the review and acceptance of gifts and loans of works of art for the City of Hopkins
- Provide policies and procedures relating to the commissioning of artwork, purchase of artwork from ArtStreet or other instances of the City of Hopkins initiating the acquisition of works of art
- Maintain high artistic standards in works of art displayed in public areas of the City of Hopkins
- Charge the appropriate staff with the responsibilities to administer public art initiatives
- Facilitate planning for the placement, maintenance, and funding of works of art on City property
- Define guidelines for the retention and possible deaccession of public art works
- Facilitate appropriate recognition of artists and donors of works of art to the City of Hopkins
- Direct the use of monetary donations including art dedication payments

For purposes of this policy, **Public Art** is defined as permanent, fixed, temporary or portable artistic expressions. This may include elements integral to a public site or building indoors or outdoors; landscape elements designed as part of an architectural design; objects and amenities used in a public site that are designed by a professional artist such as but not limited to benches, lighting, tree surrounds, railings, architectural ornament, etc.; or original works of fine art by artists not associated with any building project. Examples of the latter include: sculpture (free-standing, wall-supported, suspended, kinetic, electronic, mechanical, etc.); murals; paintings; collage; earthworks; neon; glass; fiber; mosaics; clay; wood; photographs; prints; literary arts; calligraphy; film; holographic images; video; computer projections; drawings; or any hybrids/mixed media. Civic undertakings such as

historical markers, memorials and monuments may fall under these guidelines if created by a professional artist. Time-based artworks such as musical performances, theater, dance created by a professional artist or team may also fall under these guidelines.

For purpose of these guidelines, the following shall be excluded from the definition of Work of Art: mass produced objects, fountains, playground constructions, landscape elements and park amenities that are of standard design and not designed by a professional artist. Also excluded from this policy are directional or functional elements such as signage, maps and graphics that are not designed by professional artists.

**ACQUISITION OF ART WORK**

The City of Hopkins may acquire artwork through its own initiatives (ArtStreet, commissioning of work, etc.) or through the donation of artwork. Artwork purchased by the City of Hopkins should demonstrate community support including but not limited to being the result of a People's Choice of Children's Choice Award for Hopkins ArtStreet, or commissioned artwork resulting from community input. The following three sections detail the procedures and policies for the donation of artwork.

**DONATED ARTWORK, SECTION 1: PROCEDURES FOR MAKING A DONATION**

Any person, group of people or organization may request the City to accept a donation of artwork. A Donor's Guidelines for Works of Art and sample application form are attached and must be given to anyone interested in donating artwork to the City. Donations of art work most likely will be for works of art expected to last several years if not into perpetuity.

**DONATED ARTWORK, SECTION 2: ACCEPTANCE PROCESS**

The purpose of this process is to ensure an equitable system for accepting or rejecting proposed donations of artwork, to ensure that a high level of artistry is consistently achieved, and to work with donors and artists to ensure that artwork meets maintenance standards and is placed appropriately. The process is:

1. A designated staff representative of the City meets with the potential donor to discuss the gift and review the Donor's Guidelines for Works of Art. Donor then completes the application form.
2. The application is referred to the Public Art Advisory Committee for review. This group may choose to meet with the donor to clarify any issues. It may also meet with business owners, neighborhood associations, or other interested parties as potential sites are considered. The Committee then makes a recommendation to the City Council as to whether or not they feel the application should be accepted. This recommendation should include site placement and maintenance plan as well as information on the work of art.
3. The City Council may accept the gift, deny the gift, or ask the Committee for further review. If an art work is accepted, the City Council makes a resolution to accept the donation. If the donor holds a title to the work, that title should be conveyed to the City of Hopkins. If such a title does not exist, the donor should provide a signed letter clearly stating the work of art is in their ownership and is being given to the City in perpetuity and that the donor relinquishes all control over the art work.
4. The Committee and designated staff schedule the installation of the artwork, ensure the donor is recognized for the gift at the installation site, and sends a letter of thanks to the donor on behalf of the City of Hopkins. The Committee is responsible for executing the maintenance plan

for the artwork and, if it should arise, determining if an artwork should be moved, repaired or deaccessioned.

**DONATED ARTWORK, SECTION 3: SELECTION CRITERIA**

The assessment of art work can be a rather subjective endeavor. The Committee should adhere to the following basic criteria to make the process as fair as possible and to ensure a quality public art program:

- High aesthetic level (evidence of the artist's mastery of the medium; impact on the viewer; contributes to a diverse and high quality collection of artwork)
- Appropriateness to the site (size, theme, historical or cultural significance, etc.)
- Impact, positive or negative, on property use and on adjacent property owners
- Practical maintenance burden (time, materials, cost)
- Safety to passersby, children, the disabled and the environment (including but not limited to projections, materials, noise, light and odor)
- Undue susceptibility to vandalism or theft
- In no instance should the work depict subjects that are trademarked or commercially licensed
- The donor has clear title/ownership of the work being donated

**POLICY REGARDING THE COMMISSIONING OR PURCHASING OF ART WORK BY THE CITY OF HOPKINS**

The most common way in which the City of Hopkins purchases an art work is through the project, ArtStreet. Each year, the Committee has the option, but not the obligation, of purchasing one or more pieces of art from the current round. The Committee will decide if any pieces in the current round are deemed appropriate for purchase. Results of the People's Choice and Children's Choice voting shall be an important factor in making this determination. The basic criteria listed above shall also be employed.

The pricing of the artwork in relationship to the purchase fund is another key factor. If the Committee decides to purchase a piece, a Hopkins staff person will handle the transaction. In some cases, a third party may contribute to the purchase and will be recognized at the site of installation and sent an acknowledgement.

There may be an instance when the City of Hopkins wishes to commission an artwork for a specific site or purpose. In most such cases, a request for proposal will be disseminated to public artists. These will be reviewed by the Committee and staff and a recommendation made to the City Council.

**POLICY REGARDING THE IDENTIFICATION OF ART WORK**

Unless a donor asks to remain anonymous, individuals or groups will be recognized for their donation of public art through a small plaque near the donated work. Likewise, unless he/she prefers to be anonymous, in all cases the artist of the work will be recognized on the plaque along with the year in which the artwork was completed and the medium. All design and text of this plaque must be approved by the Hopkins Public Art Committee. If an artwork is for sale, such as through the ArtStreet initiative, this will be communicated through a brochure, the City's website and through QR codes on the piece if available.

**POLICY REGARDING INSTALLATION and MAINTENANCE OF ART WORK**

The City of Hopkins is responsible for installing and maintaining all pedestals, concrete pads and securing mechanisms to be used for public art. The installation of actual art work shall be arranged on a case-by-case basis but in general will be handled as follows. Any exceptions must be reviewed and approved by the Hopkins Public Art Committee.

In the case where public art work is coming directly from an artist, that artist is responsible for overseeing the installation of the work by the City of Hopkins and holds all liability for loss or damage during transport and installation of the work. In the case of a short-term loan by an artist (ex. ArtStreet), the artist is responsible for any repairs or maintenance required during the term of the loan. In addition, the artist is responsible for delivering the artwork properly prepared for installation per project guidelines or agreement (ex. steel mounting plate secured to artwork).

When public art is coming from a third-party donor, the donor is responsible for transport of the artwork to its installation site and assumes all liability for loss or damage during transport. The City of Hopkins is responsible for installation of the artwork and maintenance thereafter.

Art work that does not conform to the specifications detailed in the program or project guidelines will not be installed unless otherwise approved by the Hopkins Public Works Department representative. At the discretion of the Hopkins Public Art Committee, plans for installations of art may be sent to the City's Inspection Department for review for safety and security. (ex. a very tall artwork) The Public Art Committee is responsible for establishing a maintenance plan and schedule for all public art in Hopkins and seeing that proper maintenance and repairs are carried out.

The City of Hopkins will maintain insurance on public art other than short-term loans or temporary works. It may arise that very costly works may require an insurance rider. This will be determined by the Director of Finance of the City of Hopkins.

All public art that is to be owned by the City of Hopkins will be installed on public property. Temporary installations, such as through ArtStreet, may occur on private property if agreed to in writing by the owner of the property on which the art is installed.

<u>Public Art Maintenance Fund and Art Dedication Payments</u>

Ten percent of commissions collected from the sale of Hopkins ArtStreet art work will be deposited in a Public Art maintenance fund.

An Art Dedication Fee is not a requirement associated with any City approval for a development project but shall be accepted as a donation to the City's Public Art Program. It is the responsibility of the donor to provide direction as to how the proceeds are to be used in accordance with all City policies. It there is not a public art project associated with the development for which the fee was donated, that fee will be applied to the Public Art Maintenance Fund, unless otherwise directed by the City Council.

**POLICY REGARDING RETENTION, RELOCATION AND DEACCESSION OF ART WORK**

All art work has a life span. The City of Hopkins is cognizant that a policy must be in place to deal with art work reaching the end of its life span or in which art work has become irrelevant or no longer useful in

serving the public art goals of the City. The City of Hopkins retains the right to relocate or permanently remove an artwork from public display for any reason, at the sole discretion of the City. The City may do so for reasons such as increased hazard to public health and safety, unsightly or deteriorated conditions of the artwork, the need to access and maintain public facilities, in the interest of improving the quality of the collection, etc. In general, if such conditions do not apply art work will be retained in the public art collection so long as:

- The artwork continues to be relevant and useful for the purposes and activities of the City, is not redundant or a duplicate that no longer has value as part of the collection as a whole
- An appropriate site for public display is available
- A public safety problem is not created by the project and no adverse environmental effects are created
- The authenticity, attribution or genuineness of the work is not determined to be false or fraudulent
- Its condition remains good and represents no more than natural and proper aging of the work
- Artwork withstands exposure to the natural elements and/or public use
- Artwork can be properly and cost-effectively stored, maintained, preserved and/or used
- The item is located in an area when jurisdiction will not be transferred to another entity or made inaccessible to the public

If an artwork is going to be deaccessioned, the artist shall be contacted and have the option of reacquiring title and possession of the artwork upon permanent removal by the City.

Donated items will be deaccessioned only at the direction of the City Council, which shall consider the recommendations of the Hopkins Public Art Committee, City staff and public comment. The City will contact the donor and artist (if known) and will determine the method and manner of the deaccessioning with preference given to returning the artwork to the donor. Deaccessioned items may be disposed of by means of public sale; private sale; exchange for another work; gifting to a tax-exempt public institution; recycling or destruction. Destruction may be considered the viable alternative where the physical condition of the work is severely deteriorated or will be irreparably damaged by deinstallation.

## ESTABLISHING A PERCENT FOR ART PROGRAM

***Percent for Art Program***
A policy resolution establishing a Percent for Art program.

WHEREAS, the placement of public art throughout Columbia will significantly enhance the public environment of the City; and

WHEREAS, art placed in public places will further enhance the civic pride of the people of Columbia; and

WHEREAS, the placement of public art throughout the City will promote economic development in Columbia; and

WHEREAS, public art will improve and expand the value and use of public buildings and facilities; and

WHEREAS, public art will enrich the lives of Columbians with new opportunities to experience art, thereby enhancing the public welfare; and

WHEREAS, the City Council by Policy Resolution PR 70-97 created a Percent for Art Program in order to commission art for placement throughout the City in public places for the beautification, enhancement and benefit of the City; and

WHEREAS, the experience gained with the program over the past several years suggests the program and its administration could be improved.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF COLUMBIA, MISSOURI, AS FOLLOWS:

**Section 1.** Policy Resolution PR 70-97 is hereby repealed and replaced with this resolution.

**Section 2.** Where fiscally appropriate and legally permissible, the City shall set aside one percent (1%) of the cost of all above ground capital improvement projects which exceed $1,000,000 (including costs for architects and engineers but excluding land costs) to fund the creation and placement of public art according to the guidelines set out in this resolution.

**Section 3.** For purposes of this resolution, "capital improvement projects" mean the following:

a. construction of buildings and structures such as City offices, administration buildings, fire and police stations, airport terminals, recreation centers.
b. construction or expansion of utilities such as power plants, electric substations, water plants, water towers and above ground reservoirs, waste water treatment plants, bus stations, parking structures and lots.
c. construction or renovations to maintenance facilities for public works and utilities, recycling centers and transfer stations.

d. construction, renovations or expansions to parks, playgrounds, swimming pools, trails and playing fields.
e. capital improvement projects shall not include: wells, above ground pump stations and lift stations, streets, roads or bridges, lakes, wetland cells, storm water detention facilities or radio towers.

**Section 4.** For purposes of this resolution, "public art" includes permanent or portable pieces located on public property, arts integrated into the design of a public facility and garden landscaping.

**Section 5.** Where feasible, amounts set aside for public art in connection with a capital improvement project shall be spent on public art which enhances the project and funds set aside for public art from a utility shall be spent on art which enhances the utility. No more than three public art projects shall be initiated during any one fiscal year. Each fiscal year an adequate amount shall be budgeted for the maintenance of existing public art.

**Section 6.** There is hereby established a Commission on Cultural Affairs Standing Committee on Public Art. The Committee shall consist of two members of the Commission on Cultural Affairs chosen by that Commission, one of whom shall serve as chair; and two artists and one member of the business community appointed by the City Council. Current members of the Standing Committee on Public Art shall continue serving on the Committee until June 30, 2002. Thereafter, members shall serve three years staggered terms. In order to establish staggered terms, the Commission on Cultural Affairs shall appoint to the Standing Committee on Public Art one of its members to serve a three year term and another of its members to serve a one year term beginning on July 1, 2002. The City Council shall appoint to the Standing Committee on Public Art for terms beginning on July 1, 2002, one member to serve a three year term, one member to serve a two year term and one member to serve a one year term. After initial appointments, all members shall be appointed for three year terms, except that appointments to fill vacancies shall be for unexpired terms only. Members shall serve until their replacements are appointed.

In addition to the regular members of the Standing Committee, up to three temporary additional members may be appointed for any specific public art project to serve until the public art work has been accepted by the City. The Commission may appoint two of the additional members; one shall be a representative of the neighborhood for the proposed site and the other shall be an appropriate artist/expert. At the request of the Commission, the City Manager may appoint as one of the additional members a representative of the appropriate City department.

The Committee shall receive City staff assistance as directed by the City Manager.

**Section 7.** The City Manager and staff shall use the following process when recommending Percent for the Arts Projects:

a. The City Manager shall indicate on the Capital Improvements Plan submitted in the proposed annual budget those projects which meet the general criteria for Percent for Art.
b. The Capital Improvements Plan shall be forwarded to the Cultural Affairs

Commission and Standing Committee on Public Art for their recommendations and priorities, which shall be forwarded to the City Council.

c. The City Council, by resolution, shall determine which CIP projects shall have a Percent for Art component and will authorize City staff to begin developing the public art component.

**Section 8.** The final decision as to the type of art, location of the art, the work of art to be commissioned and the cost of the art shall rest solely with the City Council.

Policy resolution PR 47-02A adopted March 4, 2002.

# WHY PUBLIC ART MATTERS 2018

AMERICANS for the ARTS

Art in public spaces plays a distinguishing role in our country's history and culture. It reflects and reveals our society, enhances meaning in our civic spaces, and adds uniqueness to our communities. Public art humanizes the built environment. It provides an intersection between past, present, and future between disciplines and ideas. Public art matters because our communities gain cultural, social, and economic value through public art.

In this document we will explore how public art impacts five community values: Economic Growth and Sustainability, Attachment and Cultural Identity, Artists as Contributors, Social Cohesion and Cultural Understanding, and Public Health and Belonging. Each section includes a summary, reasoning statement, supporting data, and examples. This document is designed as a tool for those making the case for public art in their community. We encourage the distribution of this document and the information provided to anyone interested in this topic or in need of an educational tool.

"Why Public Art Matters (2018)" reflects on the previous green paper of the same title released in the late 2000's. The current document was developed in collaboration with the 2018 Public Art Network Advisory Council who Americans for the Arts thanks for their dedication to strengthening the public art field.

"Magic Carpet" by Candy Coated. Association for Public Art, Philadelphia, PA. Photo credit: Constance Mensh
**FRONT & BACK COVER:** "Firmament" by Christopher Schardt. Discovery Green Conservancy, Houston, TX. Photo credit: Kayla Horner

# ECONOMIC GROWTH AND SUSTAINABILITY

By engaging in public art as a tool for growth and sustainability, communities can thrive economically.

Karl Unnasch's sculpture "Ruminant (The Grand Masticator)." Installed in Reedsburg, WI as part of the Farm/Art DTour public art roadside tour, 2015.
Photo credit: Aaron Dysart.

**REASONING:**

Enhancing the identity and character of communities through public art directly supports cultural tourism and economic development strategies, which can both retain and attract residents. In addition, incorporating public art into private development can be a way for buildings to stand out as developers and managers look for renters—whether businesses or residents. The attention public art can bring to a development project can be calculated. A healthy public art ecosystem also drives the growth of new businesses.

**EXAMPLES:**

- Reston Town Center in Reston, Virginia has a less than one-half of one percent (0.5 percent) office vacancy rate in a region where the average office vacancy is 16-18 percent. Real estate broker Joe Ritchey attributes the low vacancy rate in part to the permanent and temporary public arts located in the Center. (Public Art Spurs Economic Development).
- Indianapolis, Indiana has seen the growth of two new manufacturing businesses that have either branched out or sprung up anew to handle the demand for the fabrication of public art and employing people in the process.
- The Farm/Art DTour in Sauk County, Wisconsin generated tourism in the area with an estimated 4,200 visitors—over 65% of whom traveled over 50 miles to see the installations which helped to increase the revenue of many local businesses; some of whom saw revenue increases as much as 300%.
- In Nashville, projects over $150,000 are estimated to distribute two-thirds to three-quarters of the budget back into the local economy via fabricators, installers, art handlers, electricians, landscape architects, concrete companies, and other locally-based businesses.
- Public art projects have boosted cultural tourism, including an influx estimate of $1 billion from Christo's and Jeanne-Claude's the "Gates" in New York's Central Park and the Bay Area Lights on the San Francisco-Oakland Bay Bridge—with an informal economic impact assessment conservatively estimated at $97 million dollars added to the local economy.

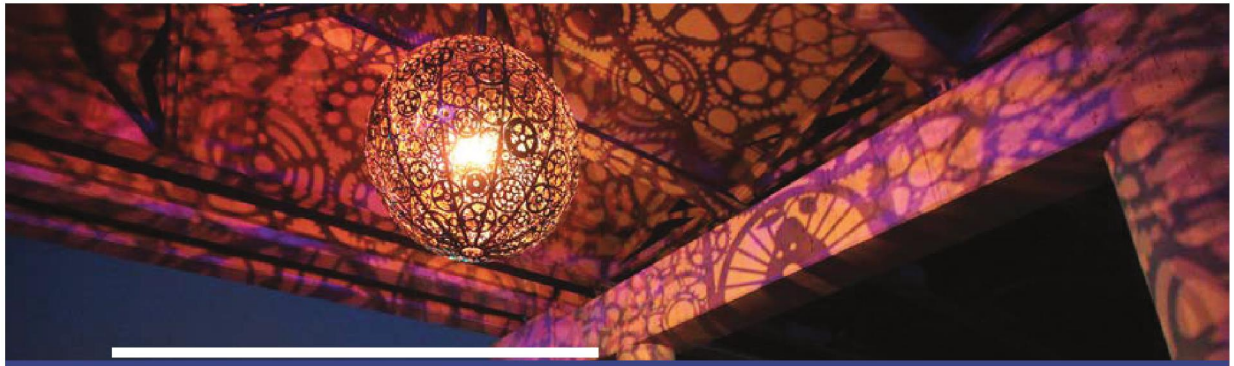
**DATA:**

**70 percent** of Americans believe that the "arts improve the image and identity" of their community.*

Half of people with college degrees **(49 percent)** and a majority of Millennials **(52 percent)** and Generation Xs **(54 percent)** say they would strongly consider whether a community is rich in the arts when deciding where to locate for a job.**

Arts, culture, and creativity can improve a community's competitive edge, attract new and visiting populations, and integrate the visions of both community and business leaders.

*Americans Speak Out About the Arts, 2018
**Americans Speak Out About the Arts, 2016



# ATTACHMENT AND CULTURAL IDENTITY

Public art directly influences how people see and connect with a place, providing access to aesthetics that support its identity and making residents feel appreciated and valued. Public art encourages attachment to a location for residents through cultural and historical understanding, and by highlighting what is unique about the places where people live, work, and play.

"Ballroom Luminoso" by Joe O'Connell and Blessing Hancock in San Antonio, TX. Commissioned by Public Art San Antonio, 2013. Photo credit: Fred Gonzales.

## REASONING:

When people see themselves reflected in their civic spaces they have a sense of attachment that allows them to feel ownership and respect. Attachment to a location, whether it be a neighborhood, town, or city is key to retention of residents and commuters alike. Public art makes places unique through the reflection of local history and culture which gives communities a sense of place and identity.

## EXAMPLES:

- In San Antonio, Texas "Ballroom Luminoso" transformed a highway underpass into a community-friendly space that helped unify and strengthen the identity of the nearby neighborhoods.
- In "Charting Pogues Run," by Sean Derry, a temporary project in Indianapolis mapped the invisible path of a local water system and indicated how the development of the city continues to change over time.
- In York, Alabama "Open House" by Matthew Mazzota addressed the lack of public gathering spaces by providing a physical location as common ground for community dialogue and activities.

Matthew Mazzotta's "Open House" was created in collaboration with the people of York, AL and the Coleman Center for the Arts, 2011. Photo credits: Matthew Mazzotta, Shana Berger, and Nathan Purath.

## DATA:

**Aesthetics** is one of the **top three characteristics** of why residents attach themselves to a community.

**70 percent** of Americans say they experience the arts in a "non-arts" venue such as a park, hospital, shopping mall, or airport.*

**70 percent** of Americans believe that the "arts improve the image and identity" of their community. *

*Americans Speak Out About the Arts, 2018*

# ARTISTS AS CONTRIBUTORS

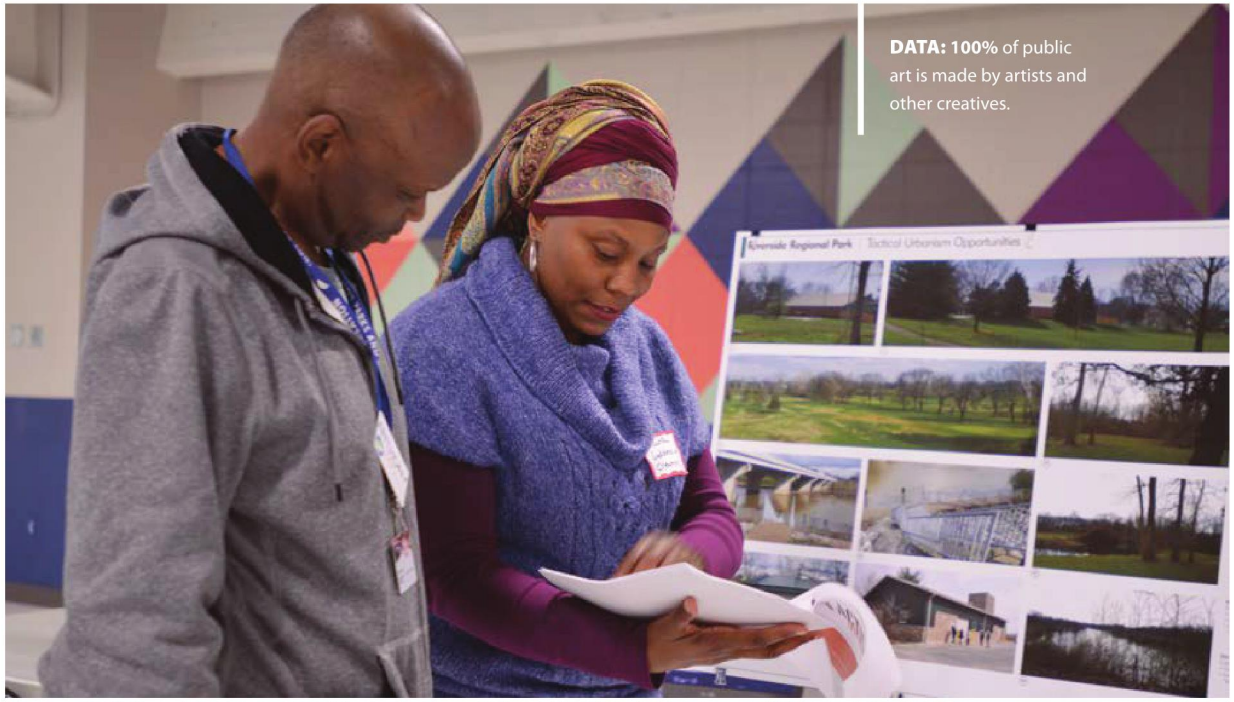
Providing a public art ecosystem supports artists and other creatives by validating them as important contributors to the community.

**REASONING:**

A public art ecosystem resonates with artists and other creatives as a visual reminder that they are embraced by a community. Artists bring innovation and problem-solving wherever they go, which strengthens America's competitiveness in the global marketplace, and plays an important role in building and sustaining a vibrant economy. Artists provide valuable contributions when they are included in the planning of public spaces and amenities with planners, engineers, designers, elected officials, and community stakeholders. Artists bring their creative skills and interpretations to each idea, site, social construct, and aesthetic potential. These conversations generate creativity in others inspiring an inventive result. Artists become civic leaders advocating through art for alternative perspectives that can challenge assumptions, beliefs, and community values.

**EXAMPLES:**

- When Indianapolis developed their 2017 Riverside Park Master Plan, an artist's contributions to the planning team worked out so well that the parks and recreations department hired another artist to be on the planning team for the Broad Ripple Park Master Plan in 2018.
- In Madison, Wisconsin The Blubber @ Madison Public Library provides the community with access to artists and art in the forms of programming, exhibitions, and more—this provides a space for learning and reflection. For example, their teen programs develop art and aim to provide "relationship building, basic skill development, and connection to the community."
- "Everyday Poems for City Sidewalk" re-imagines Saint Paul's annual sidewalk maintenance program as an ongoing publishing entity for a city-sized book of poetry. Created by one artist, it allows for the self-expression of many local artists as it addresses beautification of infrastructure.
- In Boston's Artist-in-Residence (AIR) program, artists, community members, and city employees work on projects that help reframe social conversations. These artists explore the ways they can use art and media to improve and bolster city initiatives. They also search for ways to make artistic social practice a part of government and community work.




Artist LaShawnda Crowe Storm as part of the planning team for the Riverside Park Master Plan in Indianapolis, IN. Photo credit: Ratio Architects.

**LEFT:** "47 Stories" by Shira Walinsky and Laura Deutch in Philadelphia, PA. Commissioned by Mural Arts Philadelphia in collaboration with Southeastern Pennsylvania Transportation Authority, 2017. Photo credit: Steve Weinik. **RIGHT:** "Union" by Martha Jackson Jarvis in Seattle, WA. Administered by the Seattle Office of Arts & Culture and Commissioned with Seattle Department of Transportation 1% for Art Funds, 2016. Photo credit: Spike Mafford.

# SOCIAL COHESION AND CULTURAL UNDERSTANDING

Public art provides a visual mechanism for understanding other cultures and perspectives, reinforcing social connectivity with others.

### REASONING:

Public art supports communities by providing social cohesion and encouraging civic engagement. Public art activates the imagination through visual art and storytelling to emphasize the shared humanity of civic spaces—allowing the individual to better understand strangers and neighbors alike. Public art aids communities in visualizing different perspectives through civic icons and infrastructure projects such as train stations, traffic circles, hospitals, water treatment facilities, and airports. By reinforcing the culture of a community, public art acts as a catalyst for unity and social engagement.

### EXAMPLES:

- In Philadelphia, artists Shira Walinsky and Laura Deutch utilized the 47 bus as a mobile gallery to showcase places that are important to members of diverse communities who live and work along the route. Quotations revealed what interviewees love and value about the city.
- In New York City, the project "Key to the City" provided everyday citizens a key to unlock 20 public art sites across the city's five boroughs. Participants could access cemeteries, community gardens, and police stations while initiating conversations about belonging.
- Located in a rapidly gentrifying neighborhood in Seattle's Central Area Union, serves as a gateway marker to a historically African-American community whom are becoming increasingly displaced. The artwork was designed at the request of community members who expressed an interest in both landmark and gathering areas.

### DATA:

**72 percent** of Americans believe "the arts unify our communities regardless of age, race, and ethnicity. *

**69 percent** of the population believe the arts "lift me up beyond everyday experiences."*

**73 percent** of Americans agree that the arts "helps me understand other cultures better."*

**Americans Speak Out About the Arts*, 2018

# PUBLIC HEALTH AND BELONGING

Public art addresses public health and personal illness by reducing stress, providing a sense of belonging, and addressing stigmas towards those with mental health issues.

### REASONING:

Strong social cohesion creates a positive environment, which in turn supports both physical health and mental well-being of the community. By both engaging in public artwork development and facing artwork in the environment, individuals become aware of others and their role in their community. Public artworks can address negative stigma issues towards another culture or group by providing another perspective when considering peoples of different backgrounds. Additionally, located in healing spaces such as hospitals, public art improves healthcare and the healing process by providing an aesthetically interesting place for providers to work in and for patients to heal.

### EXAMPLES:

- Mural Arts Philadelphia researched the impact of public art on mental health with their Porch Light project where they found "a promising and sustained relative decrease in stigma toward individuals with mental illness, and a relative decrease in stress."
- Mikyoung Kim's Ripple Garden at Miami Jackson Hospital in Miami, Florida was designed as an opportunity for fresh air, light exercise, therapeutic gardening, and offering covered seating to accommodate patients whose medications are adversely affected by sunlight.
- San Francisco Hospitals have a plethora of exterior and interior works of public art which provide several benefits from creating healthy environments to connecting with the community in which the hospital is situated.

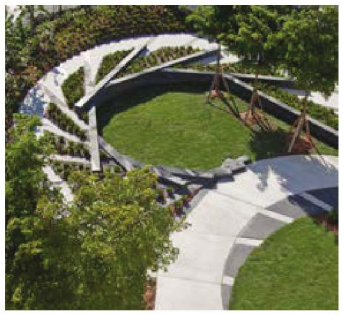
### DATA:

Public art can function as a powerful catalyst for improved mental and physical health.

Public art has been shown to have clear public health impacts including decreased stress, eliciting awe, developing shared identity, reinforcing self-efficacy, and promoting positive health behaviors.

Art located in hospitals offer major opportunities in the delivery of better health and improved experiences for patients, service users, and staff alike.

Public art is also noted as slowing pedestrians down to enjoy their space and providing a positive impact on mood.



**LEFT:** "Ethereal Bodies 8" by Cliff Garten at the Zuckerberg General Hospital and Trauma Center in San Francisco, CA. 2016. Commissioned by San Francisco Arts Commission, 2016. Photo credit: Jeremy Green. **RIGHT TOP AND BOTTOM:** "Ripple Garden" by Mikyoung Kim at the South Community Hospital in Miami, FL. Commissioned by Miami Dade County Art in Public Places, 2011. Photo credit: Robin Hill.

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**Council/EDA Work Session**
VIRTUAL meeting being conducted by electronic means in accordance with Minnesota Statutes, section 13D.021 Public portion available for connection via telephone Dial: 1-312-626-6799 Meeting ID: 86505454202# Passcode: 830981#
October 25, 2021

# AGENDA

## ACTIVE DISCUSSION ITEMS

1. City Hall Facility Assessment
2. Sales Tax Levy Discussion Update
3. Snow Emergency Discussion

   *- Looking for Council consensus on the pilot program and continuing the snow event ordinance as passed on 11/4/2018.*

## PENDING LIST FOR FUTURE WORK SESSIONS

1. Upcoming Items

# Council/EDA Work Session

DATE: 10/25/2021

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

SUBJECT: City Hall Facility Assessment

**Requested Council Action:**

**Background:**

The City has begun a master planning process for the community center. That work has involved understanding the community and regional needs for recreation facilities and programming, evaluating the City's current recreation facilities, and identifying opportunities for partnerships to expand the current community center. An initial analysis was presented to the City Council, which included schematic fit plans that were used to determine sizing and spacing needs. Some of those options required a footprint expansion which would affect the existing city hall facility which is attached to the community center.

In light of this work, it was timely to also conduct a facility assessment of the current city hall. The City contracted with Leo A Daly, an architecture firm specializing in city facilities, to review the current spacing needs of city hall and consider three options that would result in a city hall facility that better meets the needs of the city. The objective of this study is to:

- Conduct a space needs assessment, confirming the square footage required to serve the community now and into the future (20-25 years).
- Evaluate three (3) potential approaches to achieve the established need, including:
    - Renovation of the existing City Hall
    - Construction of a new stand-alone City Hall on a yet to be determined site.
    - Relocate City Hall into a multi-use development facility through a condo tenant build-out at a hypothetical development within the City.
- Provide cost estimates for each approach listed above.
- Provide objective Pros and Cons matrix for the three (3) options studied

The purpose of the work session discussion is to share the findings of the attached study and begin a discussion with the City Council on possible paths forward. The Council is not being asked to make any decisions about a path forward at this time. Rather, staff is seeking to gauge the Council's level of interest in this work, and to identify if there are any options that the Council is not interested in.

**Budget Issues:**

There are no requests related to the budget at this time.

**Inclusive Community Engagement:**

The current city hall facility does not meet the community's needs in a variety of ways. The current facility does not provide a welcoming experience, it is difficult to navigate, and it provides no community spaces for gathering, public art, or meeting rooms. While the process to design an expanded or new city hall would include community engagement work, the functionality of the building to engage the community would also improve.

**Antiracist/Equity Policy Effect:**

**Strategic Priorities and Values:**

Operational Excellence

**ATTACHMENTS:**

| Description | Upload Date | Type |
|---|---|---|
| City Hall Planning Report | 10/25/2021 | Backup Material |

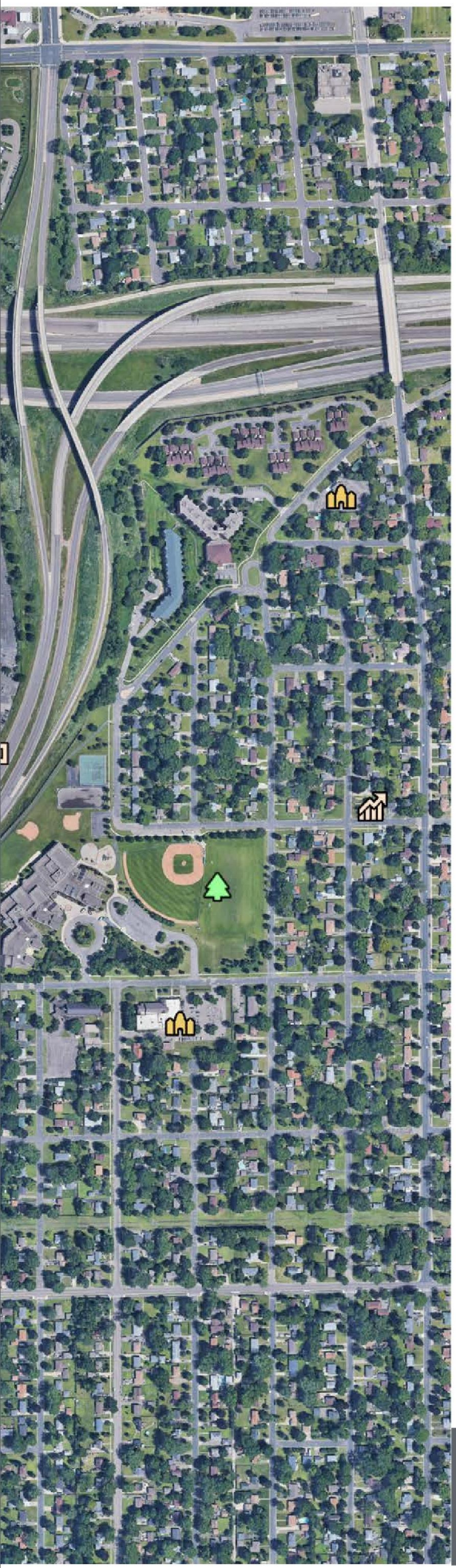
LEO A DALY

# Brooklyn Center, MN
# City Hall
# Planning Report

August 06, 2021

LEO A DALY

730 Second Avenue South, Suite 1300
Minneapolis, MN 55402



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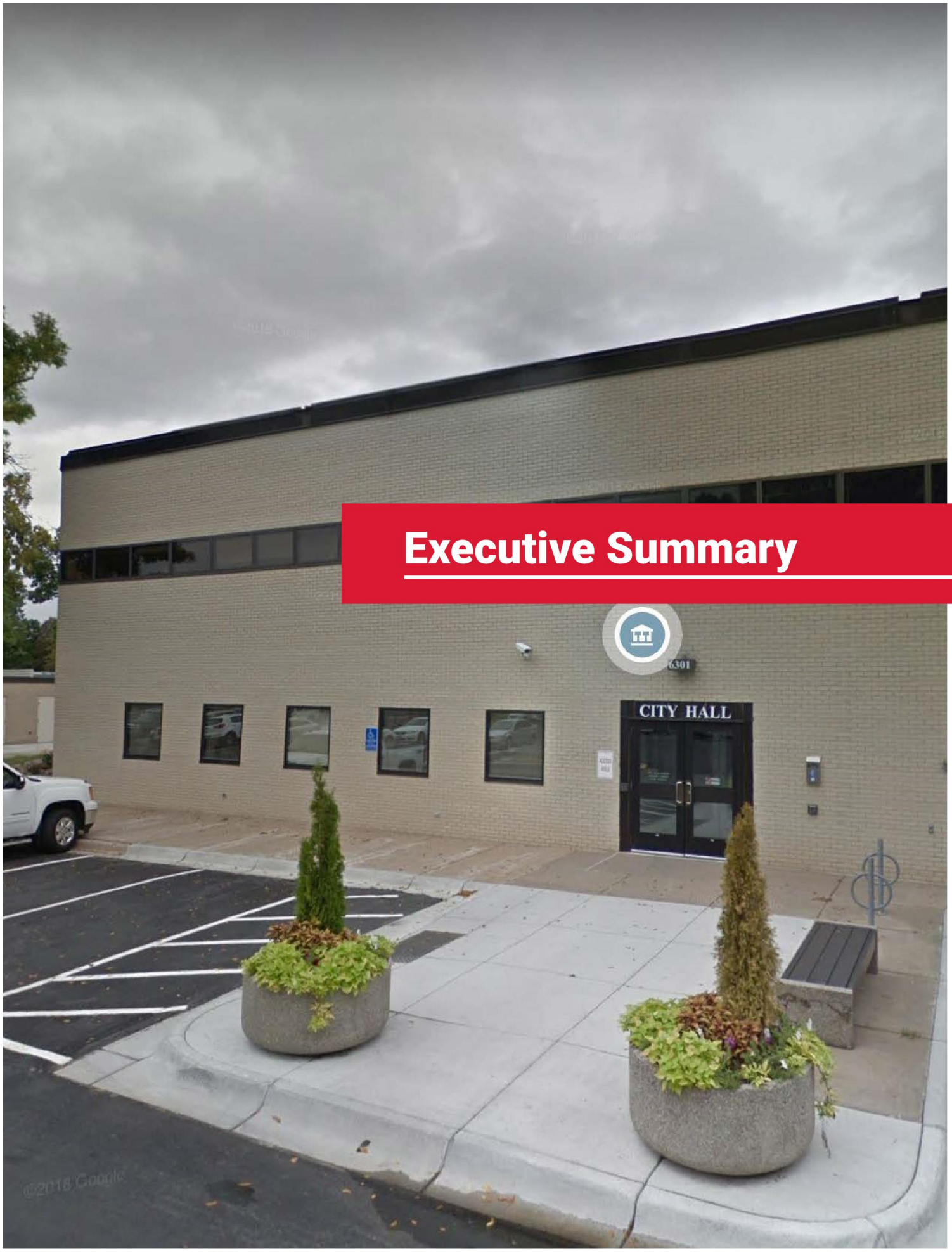
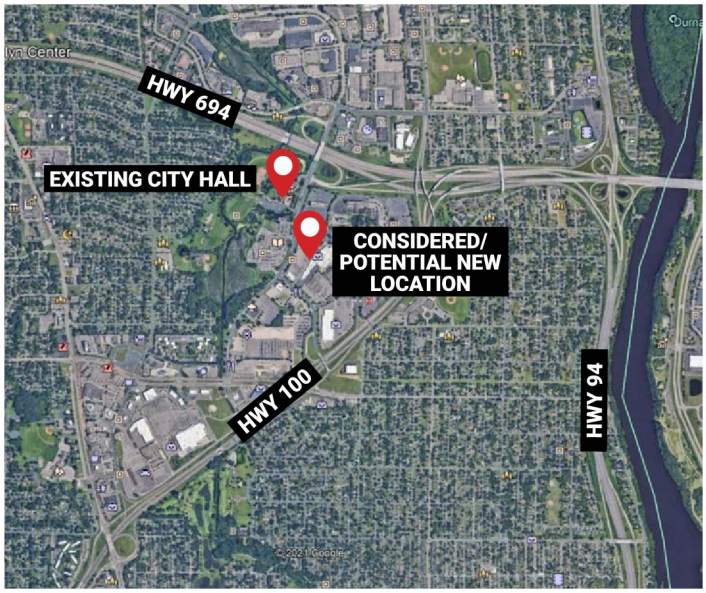



# Executive Summary



[TOP] Brooklyn Center City Hall location map. [BOTTOM] Brooklyn Center regional context in the Twin Cities metro area. [PREVIOUS PAGE] Existing City Hall main entrance.

## Study Participation

Lead City Participant:

**Meg Beekman,** Community Development Director

City Participants:

**Jesse Anderson**, Deputy Director of Community Development
**Reggie Edwards**, City Manager
**Andrew Splinter**, Acting Finance Director
**Doran Cote**, Director of Public Works
**Dessi Larsen**, IT Manager
**Joe Ericksen**, Acting Recreation Director
**Malinie Hemraj**, Utility Billing Clerk
**Tom Agnes**, Liquor Operations Manager

LEO A DALY:

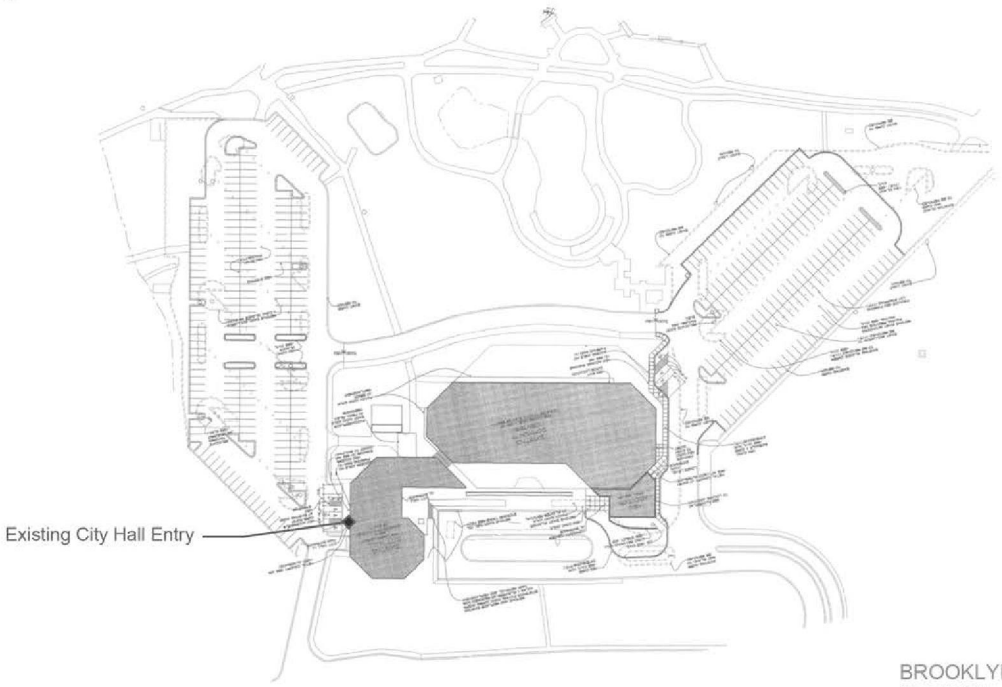
**Todd LaVold**, Senior Project Manager
**Matthew Keenan**, Senior Designer

## Project Objective

The City of Brooklyn Center desires substantive data for its City Hall space needs and possible options to accommodate those needs in the future. The objective of this study is to:

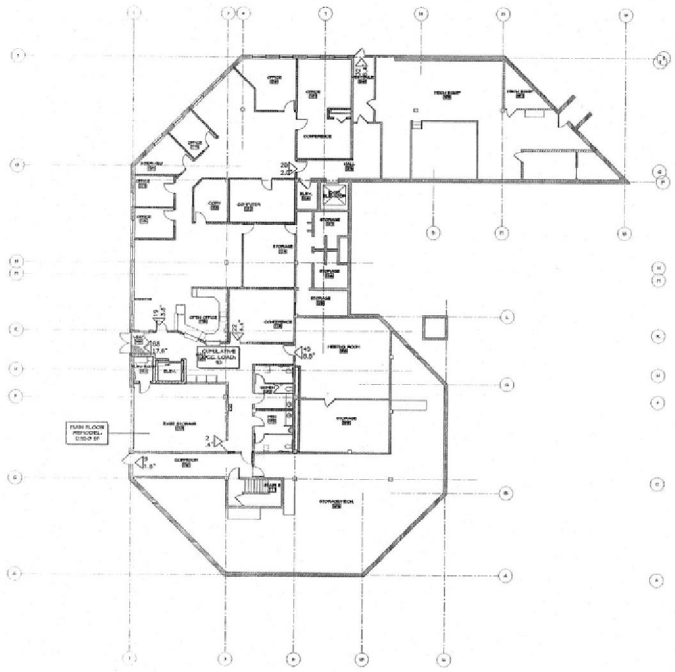
- Conduct a space needs assessment, confirming the square footage required to serve the community now and into the future (20-25 years).
- Evaluate three (3) potential approaches to achieve the established need, including:
    1. Renovation of the existing City Hall
    2. Construction of a new stand-alone City Hall on a yet to be determined site.
    3. Relocate City Hall into a multi-use development facility through a condo tenant build out via a long-term lease agreement with a developer at a hypothetical development within the City.
- Provide cost estimates for each approach listed above.
- Provide objective Pros and Cons matrix for the three (3) options studied.

# Existing Campus Site Plan

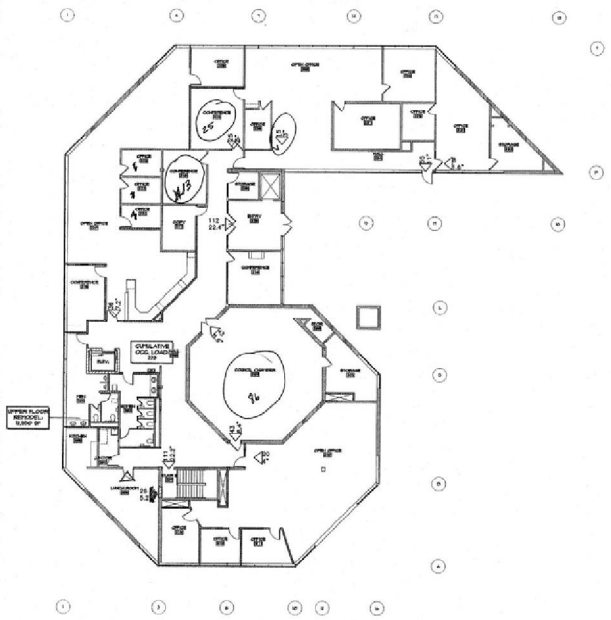



PLAN NORTH





LOWER LEVEL PLAN



UPPER LEVEL PLAN

[ABOVE] Existing City Hall Floor Plans and Campus Plan for reference of current general layout and form

## Approach

### PROGRAM DEVELOPMENT

LEO A DALY received and reviewed the City of Brooklyn Center's organization chart prior to formally meeting with core City Staff representatives via WebEx to initially review the needs of each department. Following up the initial meeting LEO A DALY followed up with a tour of the facility reviewing each department and discussing pros and cons and operational preference of City Staff for each department. From this, a draft space needs program was developed and reviewed with City Staff via a WebEx conference call.

The draft was finalized upon completion of this meeting. Due to the nature of the three (3) potential options to be investigated each option had a slightly different square footage requirement depending on whether the project was going to be a renovation of the existing City Hall, new construction, or a tenant fit out within a new development.

For instance,

- The existing Council Chambers was recently renovated; therefore, it was assumed this space was not required to be renovated whereas in the new construction or condo tenant fit out options, the Council Chambers would be designed to be larger.
- Back of House mechanical spaces within the existing facility already exist and would be prohibitively costly to reorganize or reduce while the new construction or condo fit out options require less space assuming the utilization of roof top units in the new construction option or some shared mechanical spaces in the condo tenant fit out option.

Refer to the final program for the final square footage requirements of each option.

### OPTION DEVELOPMENT

To visualize and contextualize each option, a conceptual high-level diagram was developed to convey BASIC relationships of each department. By no means do these options intend to represent thorough or exhaustive studies of how each option might optimally layout within the existing City Hall site or within the stand alone or condo tenant build out option. These diagrams were intended to only provide CONTEXT for the type relationships, orientations, and possibilities for each option.

**Option Zero**: Remain in Place - No Construction:

As is true with any planning study which typically focuses on the need for renovation of existing spaces, and/or new builds, to address existing space and operational deficiencies; there is always an option to not pursue any action, but to remain within the current facility and keep the status quo. This means that staff operations, public connection, and daily contact would remain as is and not be bettered through additional space or construction upgrades.

That said, the cost of operating in the existing facility does not come free. As noted in the City's CIP, dollars have been allocated for the following improvements and/or deferred maintenance:

- 2022: $125,000 chiller replacement.
- 2023: $331,000 community development office remodel and air handler #4 & #5 replacement.
- 2024: $429,000 roof replacement.
- 2029: $90,000 ribbon window replacement.
- 2030: $285,000 main switch gear replacement.
- 2031: $142,000 brick veneer restoration.

Total minimum cost of Option Zero = $1,402,000.

Although it can sometimes be of financial benefit to wait, this often also means that the determined needs and goals (both current and long-term) will not be met or bettered.

**Option One:** Existing City Hall Remodel:

To understand how a renovation might occur at the existing City Hall, LEO A DALY reviewed the existing spaces and categorized which spaces were:

- Anchors (vertical circulation, mechanical rooms, IT rooms).

- Recently renovated spaces not requiring renovation (Council Chambers).
- Spaces available for renovation.

It was determined an approximately 4,000 sf addition was required to accommodate the program requirements. From this an adjacency and department schematic diagram was developed to understand if the program could work. This option was reviewed, refined, and finalized with City Staff and used as the basis for cost estimating purposes.

Refer to the final Existing City Hall option for further information.

**Option Two:** New Stand-Alone City Hall:

LEO A DALY met with developers and architects who have previously studied the 9-acre site located at Shingle Creek Parkway and Summit Drive to understand what options for a new City Hall might be possible and congruent with any new possible development that may occur at this site. Again, this option was only developed to provide CONTEXT for a possible new City Hall site. This option was developed without any pretense of future, likely or probably development. It was developed solely for lending CONTEXT to this option. This option was reviewed, refined, and finalized with City Staff and used as the basis for cost estimating purposes.

Refer to the final ground up new City Hall option for further information.

**Option Three:** New City Hall Condo Tenant Build-Out:

LEO A DALY also met with the same developers and architects who have previously studied the 9-acre site located at Shingle Creek Parkway and Summit Drive to understand what options for integrating the new City Hall within possible new mixed-use development. Again, this option was only developed to provide CONTEXT for a possible new City Hall within a new development. This option was developed without any pretense of future, likely or probably development. It was developed solely for lending CONTEXT to this option. This option was reviewed, refined, and finalized with City Staff and used as the basis for cost estimating purposes.

Refer to the final Condo Tenant Build-Out option for further information.

## Cost Estimate

LEO A DALY and RJM Construction reviewed each of the three options describe above. Each option presented its own unique construction cost parameters. Each construction cost was developed on a cost per system basis with the following contingencies applied.

- Design Contingency: 15%
- Escalation: 5% to 2022
  *(add 5% per year beyond 2022)*
- Construction Contingency: 5%

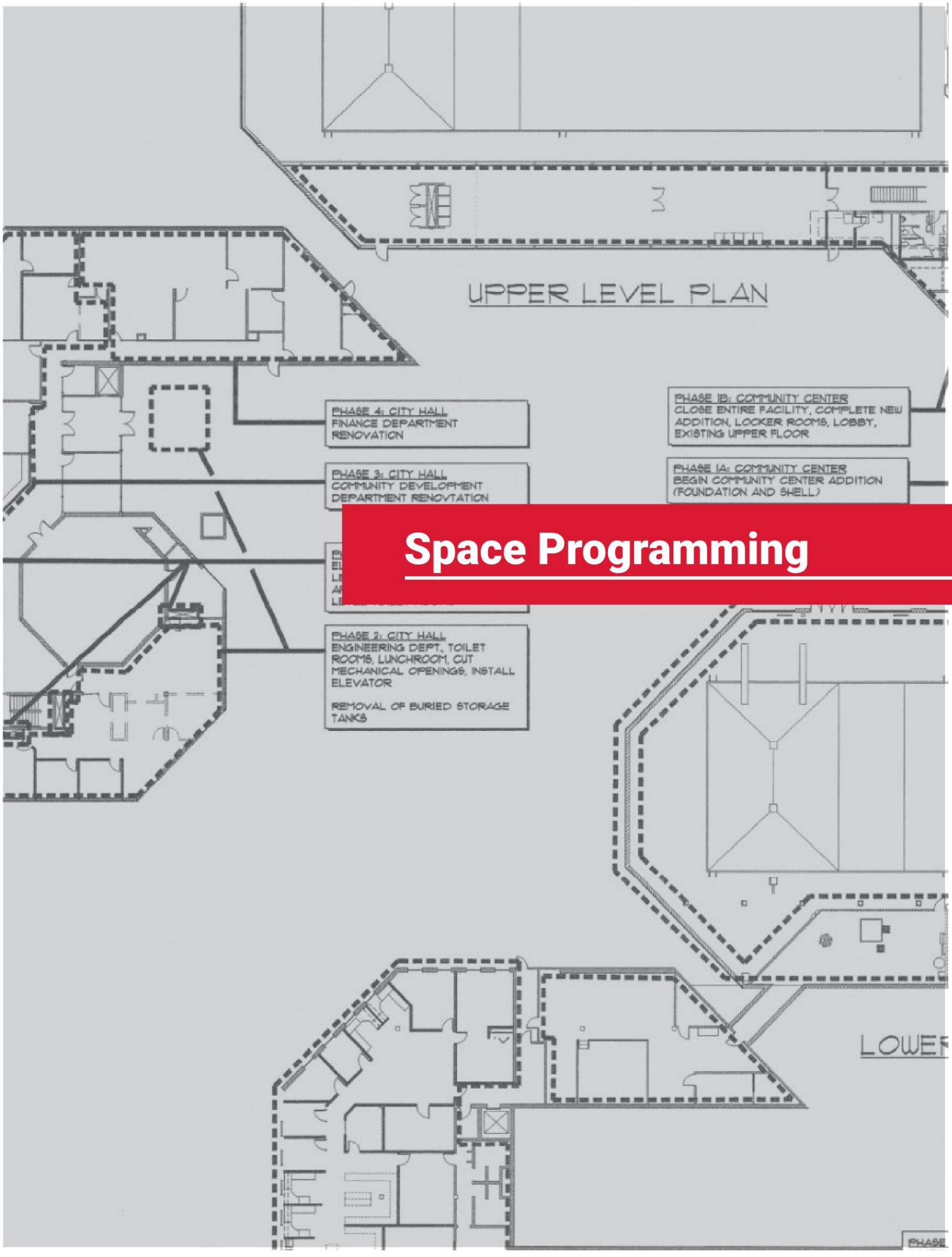
Additionally, LEO A DALY developed subsequent soft costs including a comprehensive furniture estimate to develop the total PROJECT cost of each option. It should be noted the following were not factored into the total PROJECT cost of each option.

- Option One: Renovated City Hall.
  - » Complete replacement of major HVAC, plumbing, and electrical systems. Replacement and modifications to branch equipment and lighting was factored.
- Option Two: New stand-alone City Hall
  - » Profits or liabilities associated with the abandoned City Hall.
  - » An indoor parking garage for up to 16 city vehicles was discussed and added into this option but was not considered in the construction estimate. The cost of construction for this space is estimated to be approximately $125 / SF or and additional $1,087,500.
- Option Three: New City Hall condo build
  - » Profits or liabilities associated with the abandoned City Hall.
  - » Impact of TIF as it relates to the development of this type of project.
  - » An indoor parking garage for up to 16 city vehicles was discussed and added into this option but was not considered in the construction estimate. The cost of construction for this space is estimated to be approximately $125 / SF or and additional $750,000.

Refer to RJM's construction cost estimates and LEO A DALY's furniture and overall project cost estimate spreadsheet for further information.

# Findings Matrix

| | **Option Zero:** **Remain in Place: No Construction** | **Option One:** **Renovation of City Hall** | **Option Two:** **New Stand-Alone City Hall** | **Option Three:** **New City Hall Condo Tenant Build-Out** |
|---|---|---|---|---|
| | | | | |
| **1. Cost Impact** | Minimal impact – Maintenance of existing facility still required, with no immediate paybacks. | Moderate impact – No major site costs. Building upgrades can create energy paybacks over time. Renovation cost per SF much less than new cost per SF. | Highest Impact – All new construction costs more upfront but can include equipment with payback features over time. | Moderate impact – lowest cost per SF option. |
| **2. Phasing Difficulty** | None – Not Applicable. | High Difficulty – Requires departments and public to shuffle while construction is completed. | Low Difficulty – A new facility is completely constructed prior to moving in. Allows the existing facility to remain operational during construction. | Low Difficulty – Same as Option Two, a new facility is completely constructed prior to moving in. Allows the existing facility to remain operational during construction. |
| **3. Functionality** | Poor - Existing Issue with current functionality and wayfinding/public contact remain unresolved. | Better - Allows for betterments of existing space issues and wayfinding but limited to confines of available space and expansion potential. | Best – All new allows for complete reorganization and rethinking of staff and public movement and use to best suit the City's need for decades. | Best – Similar to Option Two, however slight confines can be placed on space due to shared structure with other Tenant of Development. |
| **4. Identity/ Control Over Image** | High Control – Ownership of building allows for changes as needed. | High Control – Same as Options Zero and Two; Ownership of building allows for changes as needed. | High Control – Same as Options Zero and One; Ownership of building allows for changes as needed. | Minimal/Moderate Control – Limitation could exist in what changes can be made to the Development as the exterior is typically owned by the developer, not the Tennant. |
| **5. Community Space & Engagement** | Inadequate – Existing community spaces remain, and function does not change. | Better: Alterations allows for expansions of existing spaces and inclusion of new where footprint allows. | Best: A new facility allows for a complete rethinking of community engagement. Including new dedicated Community Rooms and space for conferences. | Better: Like Option Two, a new facility allows for a complete rethinking of community engagement and inclusion of new spaces. Some confines can exist as public entrance/exit can be dictated by the developer and non-city owner building structure. |
| **6. Project Development Complexity** | None – Not Applicable | Moderate Difficulty – As is true with any renovation project there is the inconvenience of operating a city in a construction zone for up to a year. | Minimal Difficulty – No major limitations on dept. space layouts allows for better adjacency considerations and efficiency in the design overall. Planning the City Hall on a site slated for other redevelopment poses some challenges and opportunities. | High Difficulty – Higher than Option Two as coordination with the Developer/Owner of the structure is required and funding mechanism may be more difficult than the other options. |
| **7. Energy Efficiency** | Poor: Existing inefficiencies remain. | Better: Remodeling allows for new materials and/or systems to be introduced with higher energy efficiency considerations than existing systems. Limited to only new equipment, Mechanical, Electrical, and Plumbing systems, etc. as the structure/walls, etc. would remain. | Best: a new facility allows for current energy efficiency guidelines to be considered and used from windows to wall assemblies to roofing to finishes, and all Mechanical, Electrical, and Plumbing Systems and equipment. | Best: Like Option Two, a new facility allows for current energy efficiency guidelines to be considered. In some cases, certain considerations may not be achievable if not allowed by the Developer/Owner of the Structure. |




# Space Programming

**City of Brooklyn Center, MN**
**CIty Hall**

4/27/2021

**LEO A DALY**

| | Proposed Ground Up | Proposed Renovated | Proposed Condo Suite | Comments |
|---|---|---|---|---|
| **Public Space** | **7,162** | **6,412** | **7,162** | **Net Square Feet** |
| City Hall Lobby | 800 | 800 | 800 | |
| Vestibule | 80 | 80 | 80 | |
| Service Desk | 100 | 100 | 100 | Accommodate 3 service stations with adequate distance for privacy. Min 36 linear ft. |
| Kiosk | 64 | 64 | 64 | Separate from the Service Desk, equipped with computer and monitor. |
| Small Public Conference Room | 168 | 168 | 168 | 4-6 person |
| Medium Public Conference Room | 240 | 240 | 240 | 8-10 person |
| Large Public Conference Room | 0 | 0 | 0 | See council conference room |
| Community Room | 1200 | 1200 | 1200 | 50 person classroom style |
| Kitchenette | 240 | 240 | 240 | Ability to have catering brought in. Includes refrigerator, sink, dishwasher, microwave, trash and recycling center |
| Tables and Chair Storage | 140 | 140 | 140 | A/V cabinet within storage room |
| General Storage | 60 | 60 | 60 | Misc supplies |
| Public Restroom | 600 | 600 | 600 | Non-binary restroom layout |
| Public Unisex Restroom | 90 | 90 | 90 | Required for Assembly spaces. ADA compliant. |
| **Council Chambers** | | | | |
| Council Chambers | 2200 | 1450 | 2200 | Existing currently 1450 sf. Accommodate approximately 50-60 persons + 15 staff / council. No renovation required for existing. |
| Media / AV Room | 120 | 120 | 120 | |
| Tables and Chair Storage | 140 | 140 | 140 | |
| General Storage | 60 | 60 | 60 | |
| Chambers Lobby / Overflow and Viewing | 500 | 500 | 500 | |
| Council Conference Room | 360 | 360 | 360 | 10-12 people, available to all departments |
| **Office Space** | **8,826** | **8,826** | **8,826** | **Net Square Feet** |
| **Department of Administration** | **4,964** | **4,964** | **4,964** | **Net Square Feet** |
| **Office of Mayor** | 240 | 240 | 240 | 4-6 person table, desktop printer |
| Conference Room | 0 | 0 | 0 | Utilize Council Conference room for executive meetings |
| **City Manager** | | | | |
| City Manager | 240 | 240 | 240 | 4-6 person table, desktop printer |
| Office of Inclusion and Diversity (future) | 120 | 120 | 120 | |
| Executive Conference Room | 0 | 0 | 0 | Utilize Council Conference room for executive meetings |
| Informal Meeting Area | 135 | 135 | 135 | 8 files back to back to accommodate seating or standing space. |
| **Deputy City Manager & Director of Admin** | | | | |
| Deputy City Manager | 180 | 180 | 180 | 4 person table |
| Assistant | 48 | 48 | 48 | |
| City Clerks Office | | | | |
| City Customer Support Services | 80 | 80 | 80 | Front desk customer services, with desktop printer and computer monitor |
| Deputy City Clerk | 120 | 120 | 120 | |
| City Clerk | 120 | 120 | 120 | Desktop printer |
| Elections | 200 | 200 | 200 | Election booths, gears, signs, tablet. Secure storage. |
| City Records | 200 | 200 | 200 | Archive of paper documents for all departments, City Clerk is slowing electricfying |
| Copy / Print / Inter Office Mail Center | 400 | 400 | 400 | Serves entire City Hall, large center island table for colating, mailing, assembling, etc |
| Communications and Community Engagement | | | | |
| CCCED Manager | 120 | 120 | 120 | |
| Engagement Specialist | 48 | 48 | 48 | |
| Graphic Designer and Communications | 48 | 48 | 48 | |
| Design Space | 325 | 325 | 325 | Group of 7-8 to work to develop planning, working around common table. See Neighborhood Engagement. |
| Neigborhood / Community Engagement | 300 | 300 | 300 | 5' hot desks for 10 people |
| Storage | 400 | 400 | 400 | Festival, t-shirts, give aways, backdrops, podiums, stages, media events, pop up community events, tables, tents |

**City of Brooklyn Center, MN** 4/27/2021 **LEO A DALY**
**CIty Hall**

| | | | | |
|---|---|---|---|---|
| Intern | 0 | 0 | 0 | Share space with laisons, |
| Intern | 0 | 0 | 0 | Share space with laisons, |
| Video taping studio | 200 | 200 | 200 | 1 on 1's, 3-4 people in space at most, camera, lighting, backdrop, etc. |
| Human Resources | | | | |
| HR Manager | 120 | 120 | 120 | Desktop printers |
| HR Specialist | 120 | 120 | 120 | Desktop printers |
| Payroll and Benefits | 120 | 120 | 120 | Desktop printers |
| Storage | 60 | 60 | 60 | Personnel storage. Secure. |
| HR Specialist (future) | 120 | 120 | 120 | |
| Information Technology | | | | |
| Manager | 120 | 120 | 120 | |
| Specialist | 120 | 120 | 120 | |
| Technician | 120 | 120 | 120 | |
| Technician - Future | 120 | 120 | 120 | |
| Server room | 240 | 240 | 240 | With staging bench for setting up computers |
| Computer Inventory Storage | 180 | 180 | 180 | Shipments of monitors, computers, boxes, equipment (verify size). Might double up with staging |
| **Department of Fiscal & Support Services** | **934** | **934** | **934** | **Net Square Feet** |
| **Director of Finance** | | | | |
| Director of Finance | 180 | 180 | 180 | 4 person table |
| Conference Room | 0 | 0 | 0 | 8-10 persons, see Internal Shared Conference room. Auditor will take this room over 2x year. |
| Intern | 30 | 30 | 30 | 5' bench |
| Accounting & Financial Activities | | | | |
| Assistant Finance Director | 120 | 120 | 120 | |
| Accountant | 48 | 48 | 48 | |
| Accounting Technician | 48 | 48 | 48 | |
| Vault | 0 | 0 | 0 | Located in Utility File Storage |
| Copy / Print | 16 | 16 | 16 | For finance department only, stand up copy / print with side table and paper storage |
| Hennepin County Assessor | 48 | 48 | 48 | |
| Hennepin County Assessor | 48 | 48 | 48 | |
| Utility Billing | | | | |
| Utility Technician | 48 | 48 | 48 | |
| Part-Time Technician | 48 | 48 | 48 | Possible future position |
| Utility File Storage | 180 | 180 | 180 | Continually scanning old documents, demand for space to decrease. Locate Vault in this space. Heavy duty storage shelving, work counter, and filing cabinets. |
| Liquor Stores | | | | |
| Operations Manager | 120 | 120 | 120 | |
| **Department of Community Development** | **1,912** | **1,912** | **1,912** | **Net Square Feet** |
| **Community Development Director** | | | | |
| Community Development Director | 180 | 180 | 180 | 4 person table |
| Associate Planner | 120 | 120 | 120 | Plan review table adjacent |
| Economic Development Coordinater | 120 | 120 | 120 | |
| City Planning / Zoning Administrator | 120 | 120 | 120 | |
| Storage | 60 | 60 | 60 | Shared filing, mostly electronic now - continually scanning old files, no need for homesteading, plan review electronically, community engagement boards, easels, asssembling packets, |
| Copy / Print | 64 | 64 | 64 | Shared copy, office supplies, shredder, no plotter |
| **Deputy Director of Community Development** | | | | |
| Deputy Director of Community Development | 180 | 180 | 180 | |
| Admin Assistant | 48 | 48 | 48 | Front counter to public |
| Admin Assistant | 48 | 48 | 48 | Front counter to public, desktop scanner (laser fiche) |
| Part Time Admin Assistant | 48 | 48 | 48 | Front counter to public, not requried to be at front counter though |

**City of Brooklyn Center, MN** 4/27/2021 **LEO A DALY**
**CIty Hall**

| | | | | |
|---|---|---|---|---|
| **Housing and Community Standards Supervisor** | | | | |
| Housing and Community Standards Supervisor | 120 | 120 | 120 | Phone calls regarding sensitive nature |
| Housing Inspector | 36 | 36 | 36 | In and out of the office |
| Code Enforcement and Housing Inspector | 36 | 36 | 36 | In and out of the office |
| Code Enforcement and Housing Inspector | 36 | 36 | 36 | In and out of the office |
| Code Enforcement and Housing Inspector | 36 | 36 | 36 | In and out of the office |
| Conference Room | 0 | 0 | 0 | 4-6 person. See Internal Shared Conference room. |
| Plan review station / Larger monitor | 64 | 64 | 64 | Separate room for concentration |
| Code Enforcement Technician | 30 | 30 | 30 | 5' bench |
| Code Enforcement Technician | 30 | 30 | 30 | 5' bench |
| Code Enforcement Technician | 30 | 30 | 30 | 5' bench |
| Code Enforcement Technician | 30 | 30 | 30 | 5' bench |
| Lockers | 32 | 32 | 32 | Jackets, helmets, ppe, etc, separate lockers for each (8 total). |
| Storage | 60 | 60 | 60 | Misc PPE, etc |
| Copy / Print | 12 | 12 | 12 | Shared between all inspectors, table top. End cap of cubicles |
| **Building Official** | | | | |
| Bulding Official | 180 | 180 | 180 | Accommodate plan review table |
| Building Inspector | 48 | 48 | 48 | Accommodate two 34" large monitors, electronic plan review at their desk |
| Building Inspector | 48 | 48 | 48 | Accommodate two 34" large monitors, electronic plan review at their desk |
| Building Inspector | 48 | 48 | 48 | Accommodate two 34" large monitors, electronic plan review at their desk |
| Storage | 48 | 48 | 48 | Code library, ppe lockers (4 total). |
| **Engineering** | **1,016** | **1,016** | **1,016** | **Net Square Feet** |
| Public Works Director | 180 | 180 | 180 | 4 person table |
| City Engineer | 120 | 120 | 120 | |
| Administrative Assistant | 48 | 48 | 48 | |
| Conference Room | 0 | 0 | 0 | 8-10 persons, see Internal Shared Conference room |
| Storage - | 16 | 16 | 16 | Project files, flat files with work surface top |
| Copy / Print | 100 | 100 | 100 | big table for sign making |
| **Water Resources** | | | | |
| Assistant City Engineer | 120 | 120 | 120 | |
| GIS - Engineering Technician | 48 | 48 | 48 | |
| **Design and Construction** | | | | |
| Principal Engineer | 120 | 120 | 120 | |
| Engineering Technician 4 | 48 | 48 | 48 | Dual large monitors, ppe locker in cubicle |
| Engineering Technician 3 | 48 | 48 | 48 | Dual large monitors, ppe locker in cubicle |
| Engineering Technician 3 | 48 | 48 | 48 | Dual large monitors, ppe locker in cubicle |
| Intern | 30 | 30 | 30 | 5' bench |
| Intern | 30 | 30 | 30 | 5' bench |
| Intern | 30 | 30 | 30 | 5' bench |
| Intern | 30 | 30 | 30 | 5' bench |
| **Misc Spaces** | **1,808** | **1,808** | **1,508** | **Net Square Feet** |
| Internal Large Conference Room for all Staff, no public ac | 240 | 240 | 240 | For 8-10 persons |
| Internal Small Conference Room for all Staff, no public ac | 168 | 168 | 168 | For 4-6 persons |
| Phone Room | 40 | 40 | 40 | Private room with counter and computer monitor |
| Phone Room | 40 | 40 | 40 | Private room with counter and computer monitor |
| Mother's Room / Pray Room | 60 | 60 | 60 | counter, sink, undercounter refrigerator |
| Break Room | 600 | 600 | 600 | (2) vending, (4) microwaves, (2) refrigerators, sink, dishwasher, (6) tables for four persons, coffee maker |
| Kitchnettes | | | | |
| Shared - Community Development / Engineering | 20 | 20 | 20 | Countertop, sink, undercounter refrigerator, coffee maker |
| Public Lobby | 20 | 20 | 20 | Countertop, coffee maker |
| Shared - Finance / Administration | 20 | 20 | 20 | Countertop, sink, undercounter refrigerator, coffee maker |
| Wellness Center | 0 | 0 | 0 | Utilize Community Center |
| Archive Storage | 400 | 400 | 200 | Misc files, size may be cut in Condo scenario. |
| General Storage | 200 | 200 | 100 | Misc files, paper products, toner, office supplies, etc. Size may get cut in Condo scenario. |

**City of Brooklyn Center, MN** 4/27/2021 **LEO A DALY**
**CIty Hall**

| | | | | |
|---|---|---|---|---|
| **Back of House** | **3,180** | **1,280** | **1,140** | **Net Square Feet** |
| Mechanical Room | 800 | 0 | 300 | Boiler, water heater, etc. Utilize roof top equipment in lieu of AHU's inside. Condo scenerio, utilize building's central plant & combination of stand alone boiler, water heater, etc. |
| Electrical Room | 400 | 0 | 200 | Sub electrical room in Condo scenario. |
| Maintanence Storage | 800 | 800 | 200 | Snowblower, lawn equipment, work bench, tool storage, etc. Minimal requirement in Condo scenerio. |
| Communications / Server Room | 280 | 0 | 280 | Rack, head end equipment, etc. Not counted in Remodel SF as it would remain in place. |
| Data Closet | 100 | 100 | 100 | Distance limitation of low voltage wiring |
| Sprinkler Room | 60 | 0 | 0 | No requirement in Condo scenerio. |
| Janitor Room | 60 | 60 | 60 | Mop sink, vacuum or floor scrubber, etc. |
| Main Stair | 320 | 320 | 0 | If required for new. Assume 1 story Condo unit. |
| Secondary Stair | 200 | 0 | 0 | If required for new. Assume 1 story Condo unit. Not counted in Remodel SF as it would remain in place. |
| Elevator | 80 | 0 | 0 | If required for new. Assume 1 story Condo unit. Both elevators not counted in Remodel SF as it would remain in place. |
| Elevator Equipment Room | 80 | 0 | 0 | If required for new. Assume 1 story Condo unit. Both elevators not counted in Remodel SF as it would remain in place. |
| Indoor Parking Garage (Optional) | 0 | 8700 | 6000 | Space for 16 city vehicles |
| **Subtotal** | **20,976** | **18,326** | **18,636** | **Net Square Feet** |
| Circulation / Walls / Structure (30%) | 6,293 | 4,582 | 4,659 | 25% for renovation and condo build out as exterior walls are excluded. |
| **Grand Total** | **27,269** | **22,908** | **23,295** | **Gross Square Feet** |
| **Grand Total w/ Optional Parking Garage** | **27,269** | **31,608** | **29,295** | **Gross Square Feet** |

| | | |
|---|---|---|
| **Existing City Hall** | **19,288** | Less back of house items shown as zero. |
| 2nd Floor | 12,078 | |
| 1st Floor | 7,210 | |
| **Minimum Required Addition** | **3,620** | |
| **Parking Requirements** | | **Per Section 35-704 of Zoning Code** |
| | | Total possible occupants |
| | | Daily possible occupants |
| | | Nightly possible occupants |
| | | Total possible daily staff |
| | | **Total dedicated and provided** |

[ABOVE] Current photo/condition of potential new City Hall building site (Stand Alone or Tenant Build-Out option).

Operational Planning / Test Fit
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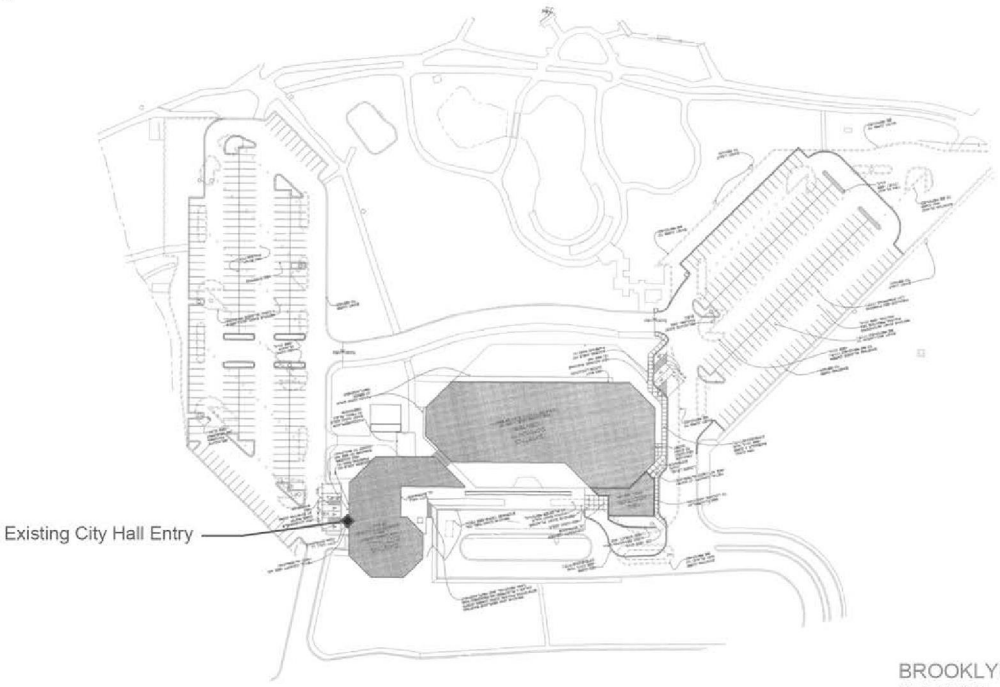
# **Option One:** Remodel of Existing City Hall

## Existing Campus Site Plan

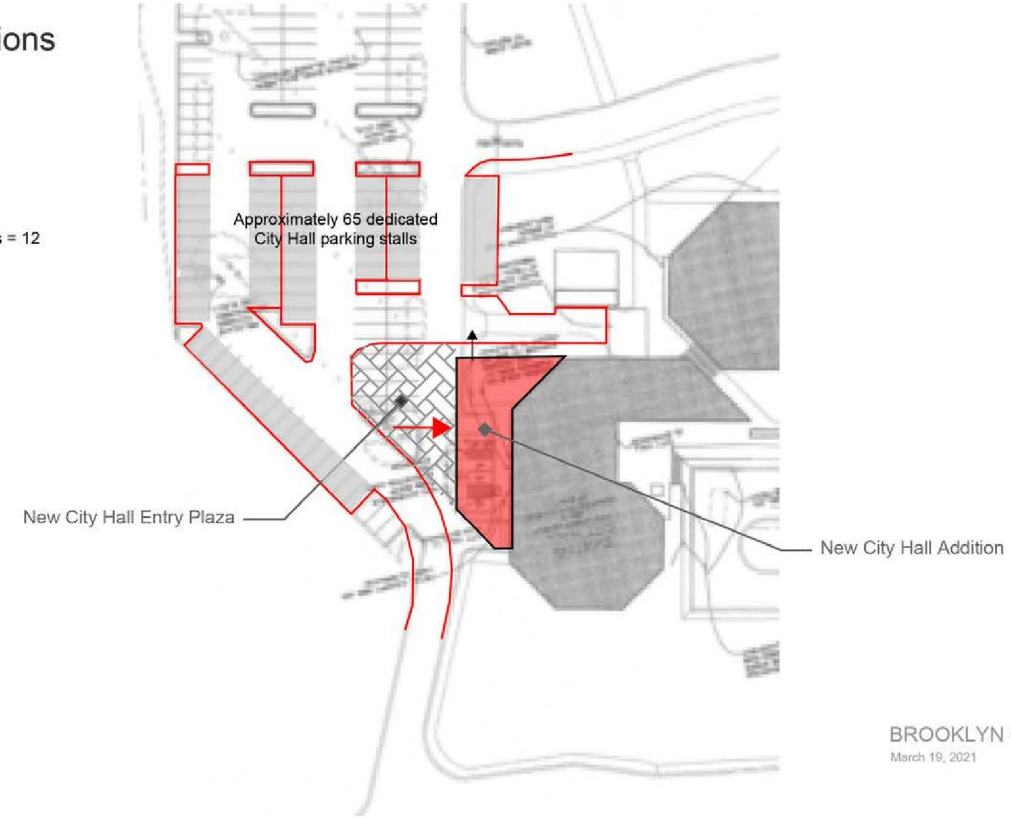



PLAN NORTH

BROOKLYN CENTER - CITY HALL
March 19, 2021 EXPANSION CONCEPT
LEO A DALY

## Site Modifications

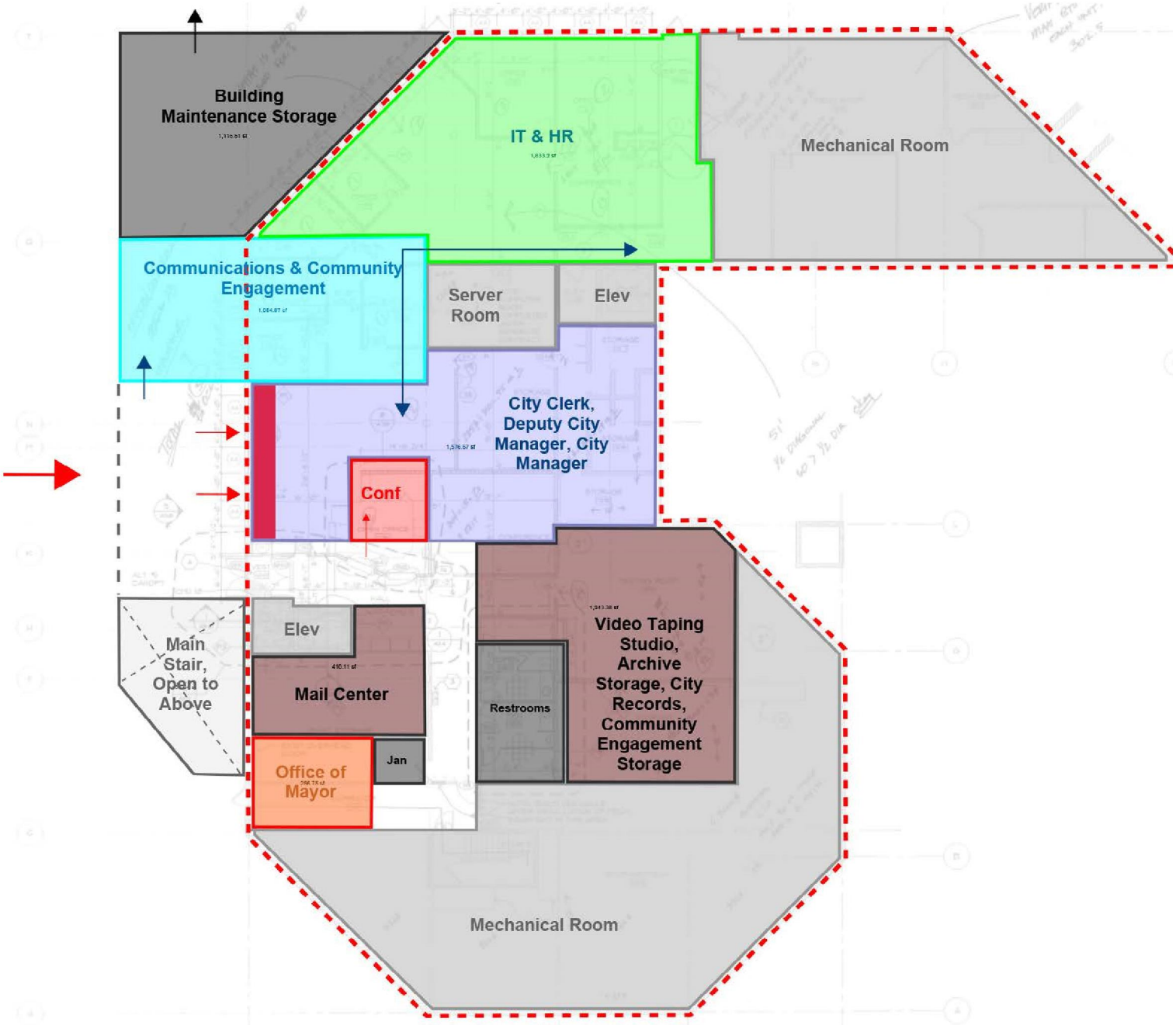
* Net Loss of Parking Stalls = 12



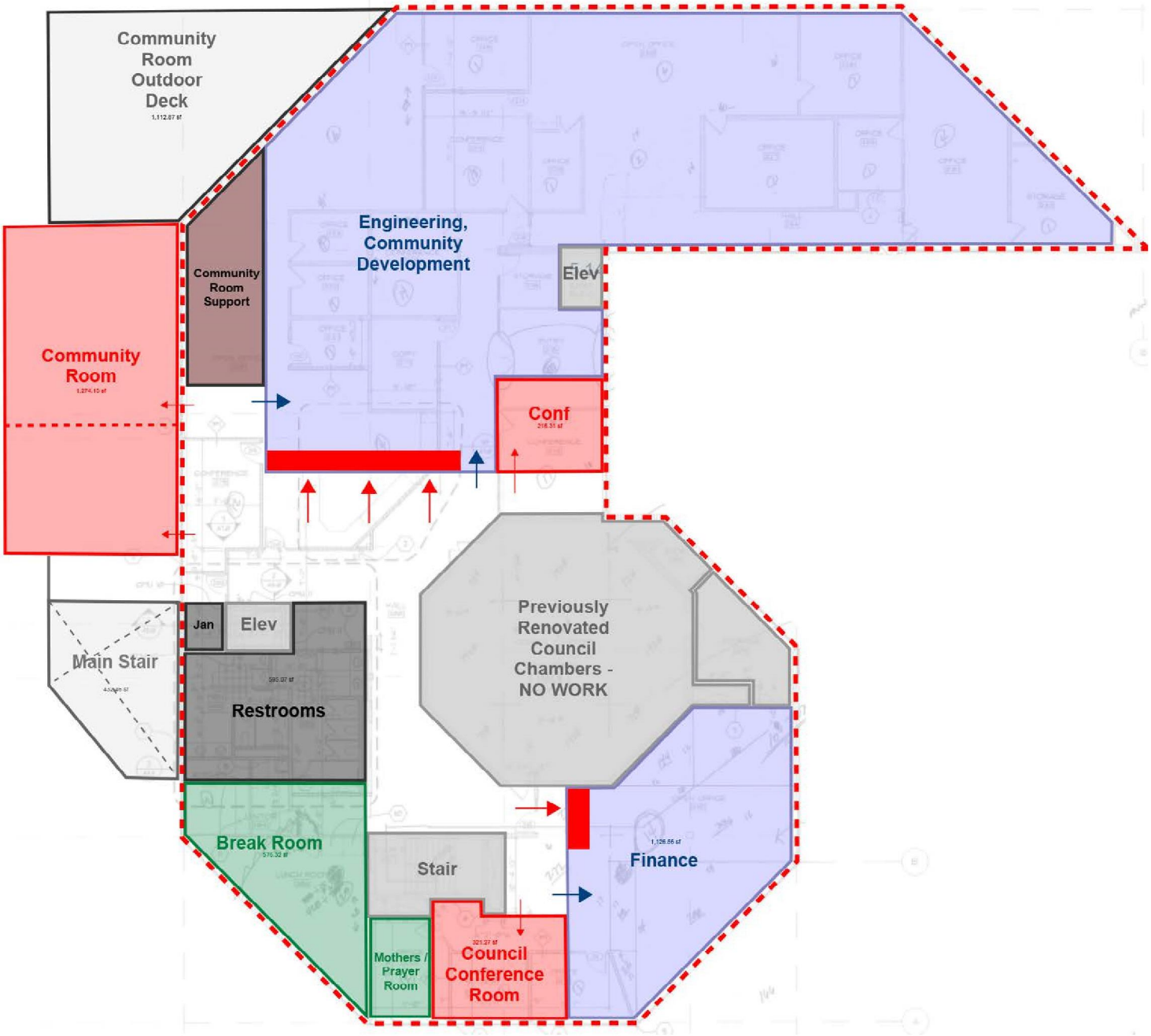

PLAN NORTH

BROOKLYN CENTER - CITY HALL
March 19, 2021 EXPANSION CONCEPT
LEO A DALY

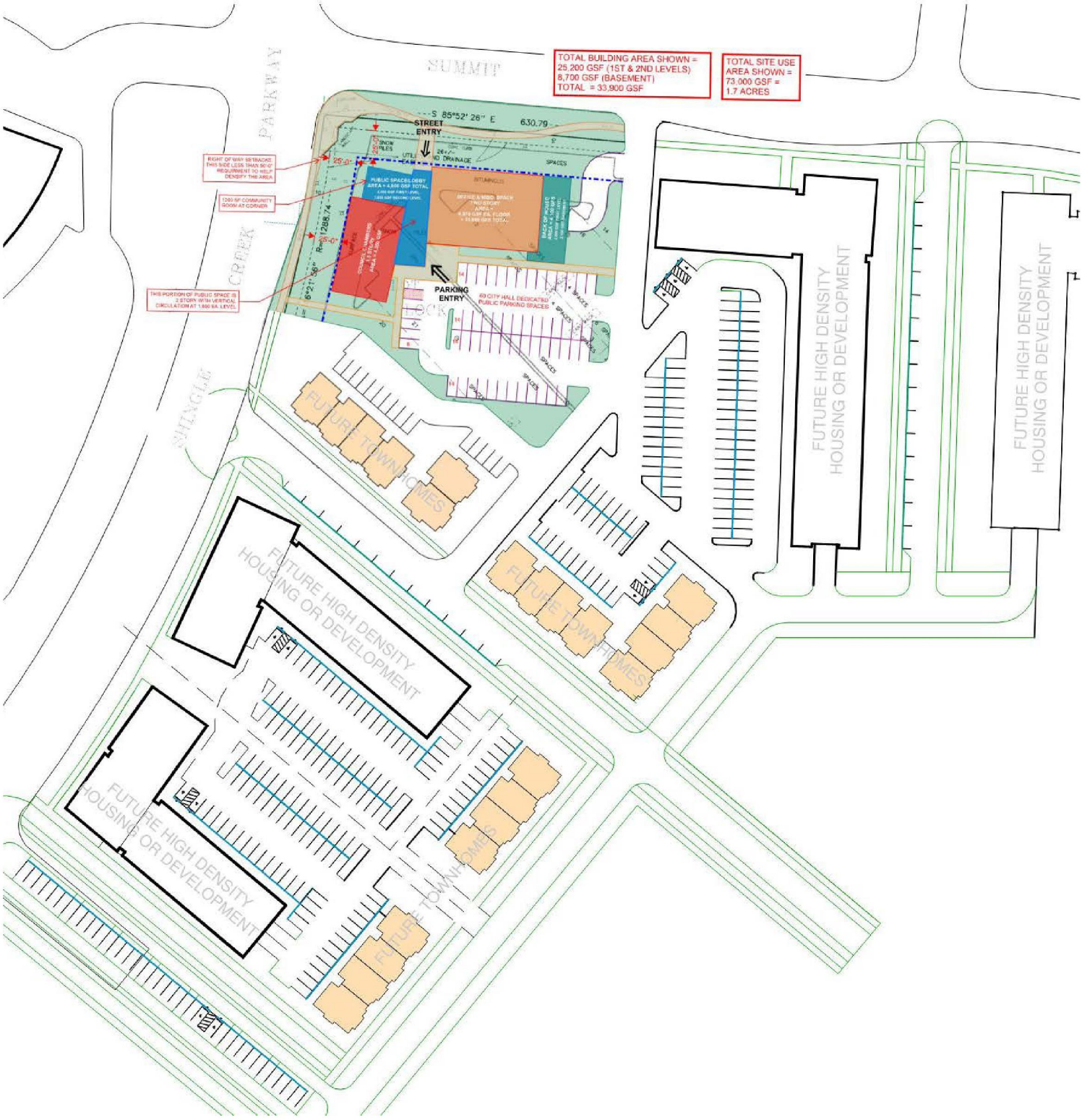
# **Option One:** Remodel of Existing City Hall - First Floor Level



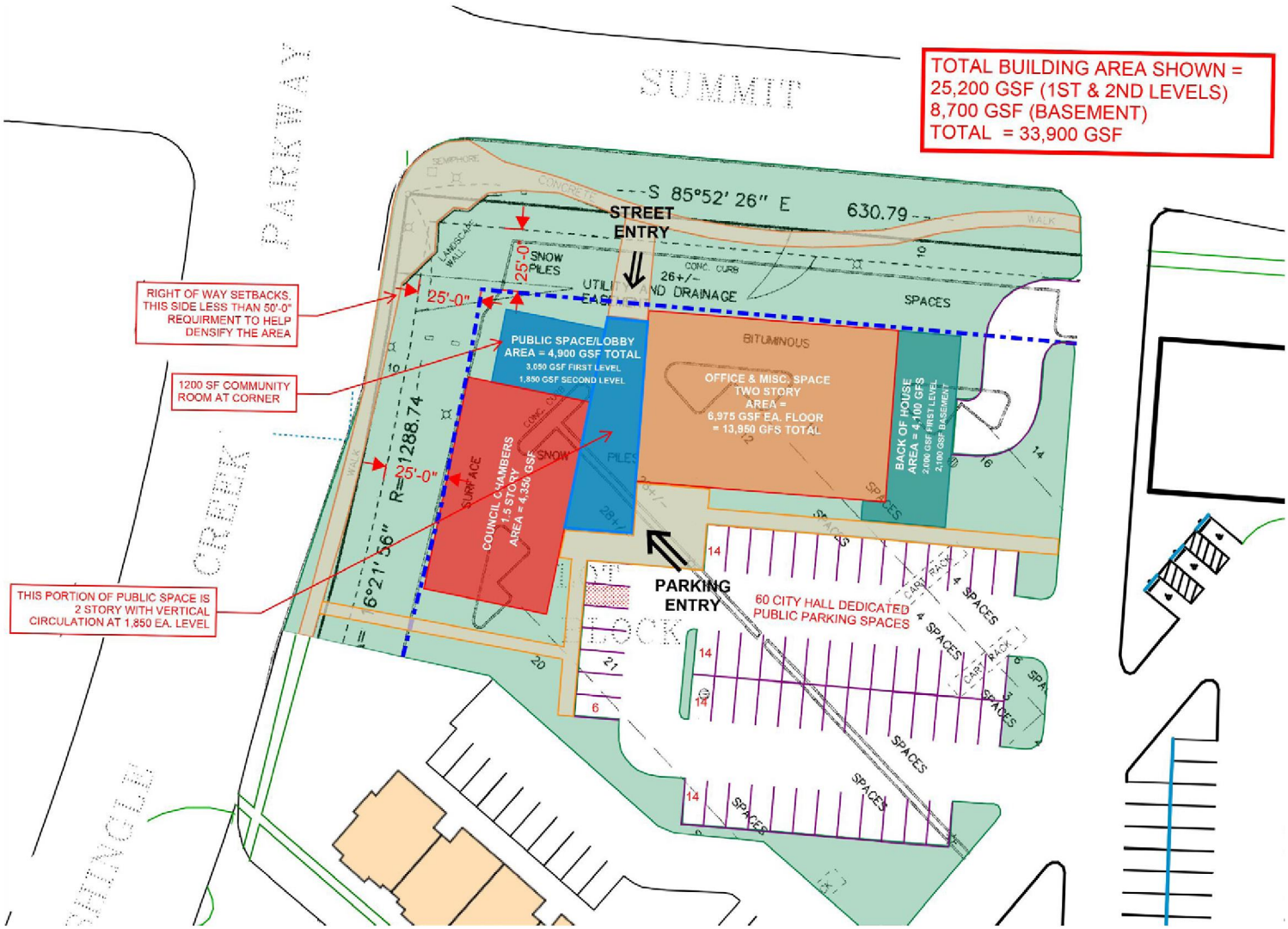
# **Option One:** Remodel of Existing City Hall - Second Floor Level



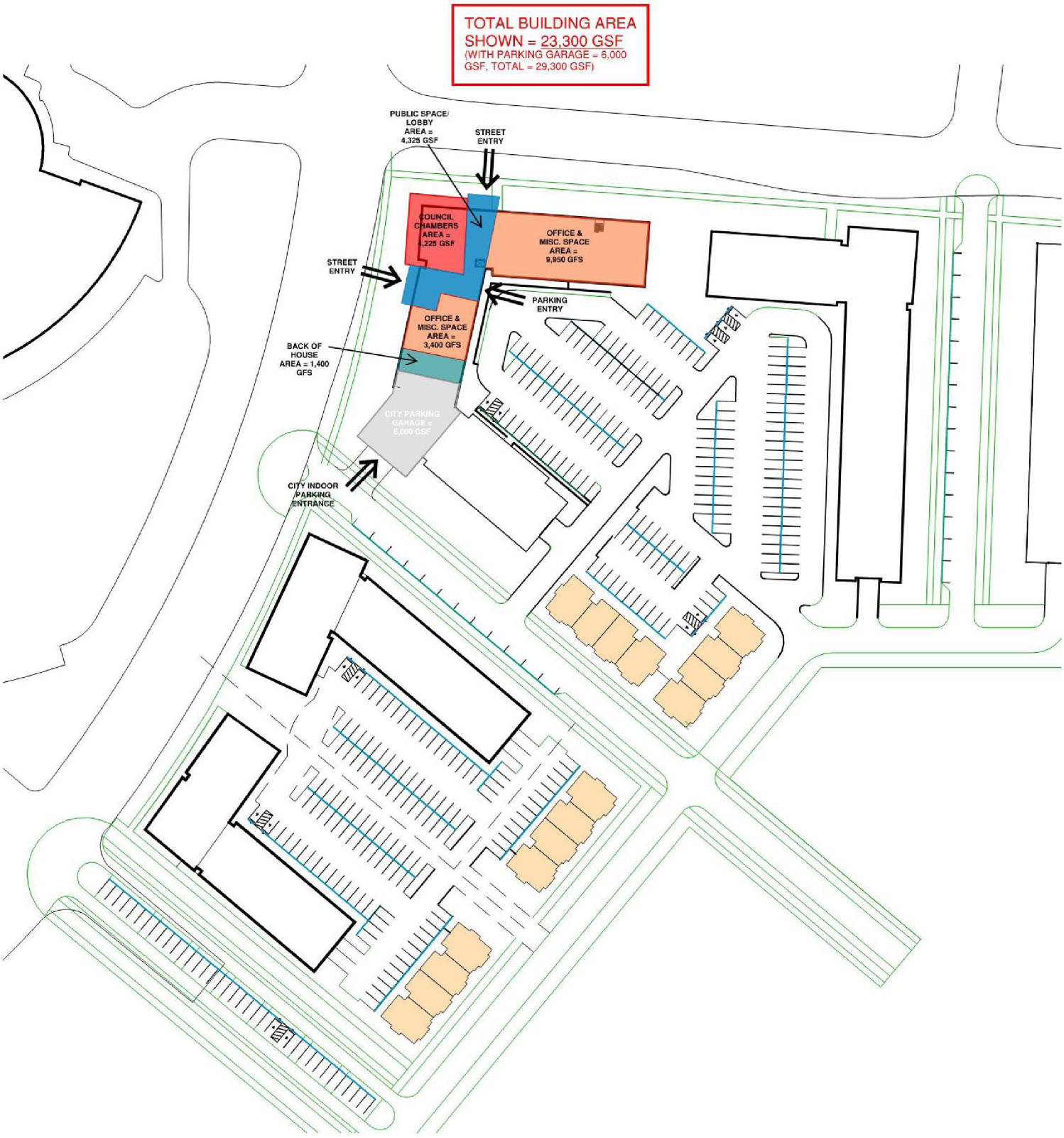
## **Option Two:** New Stand Alone City Hall - Site Graphic (With high density residential development adjacent)



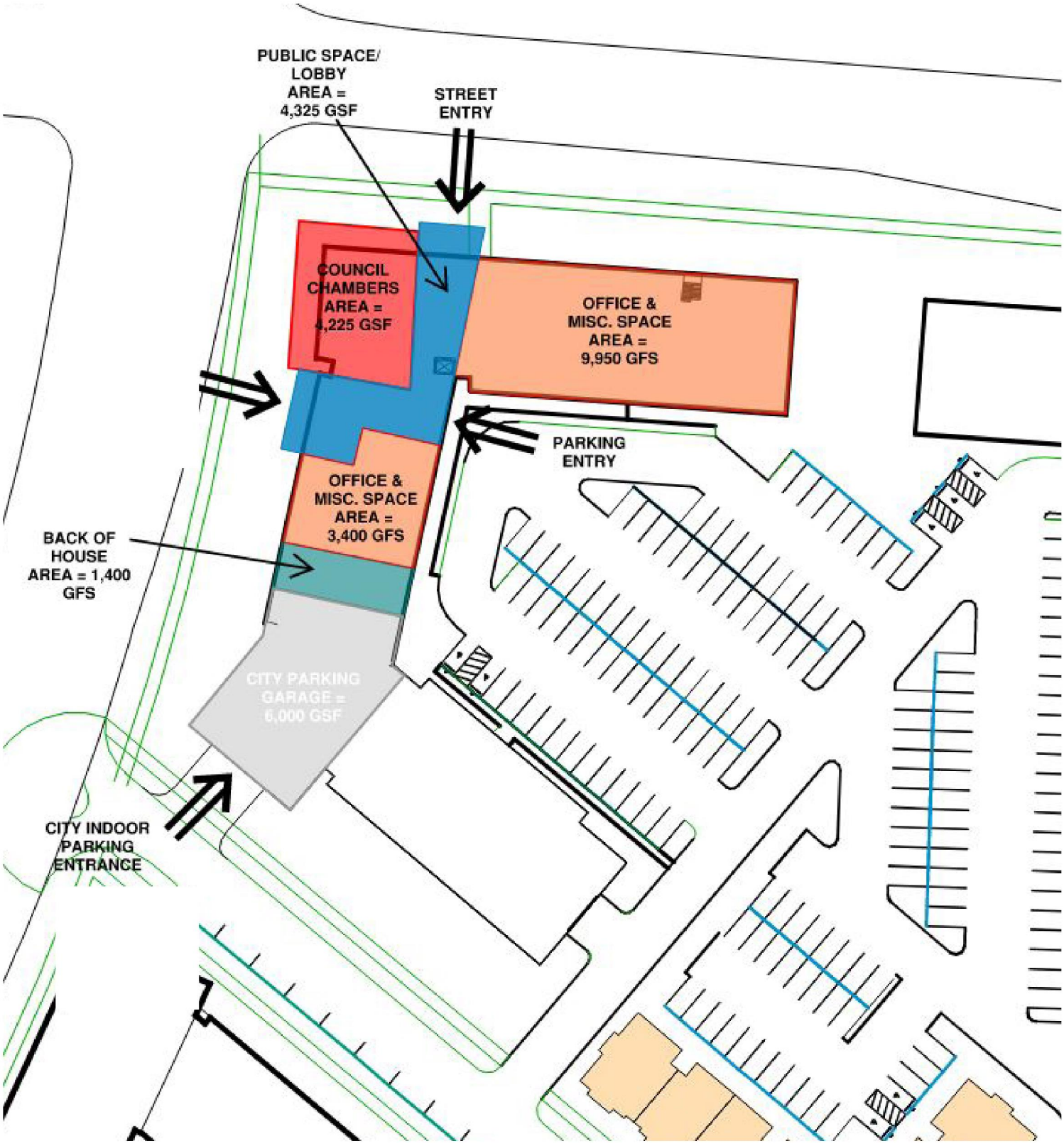
## **Option Two:** New Stand Alone City Hall - Enlarged Area Plan (Indicating major department adjacencies)

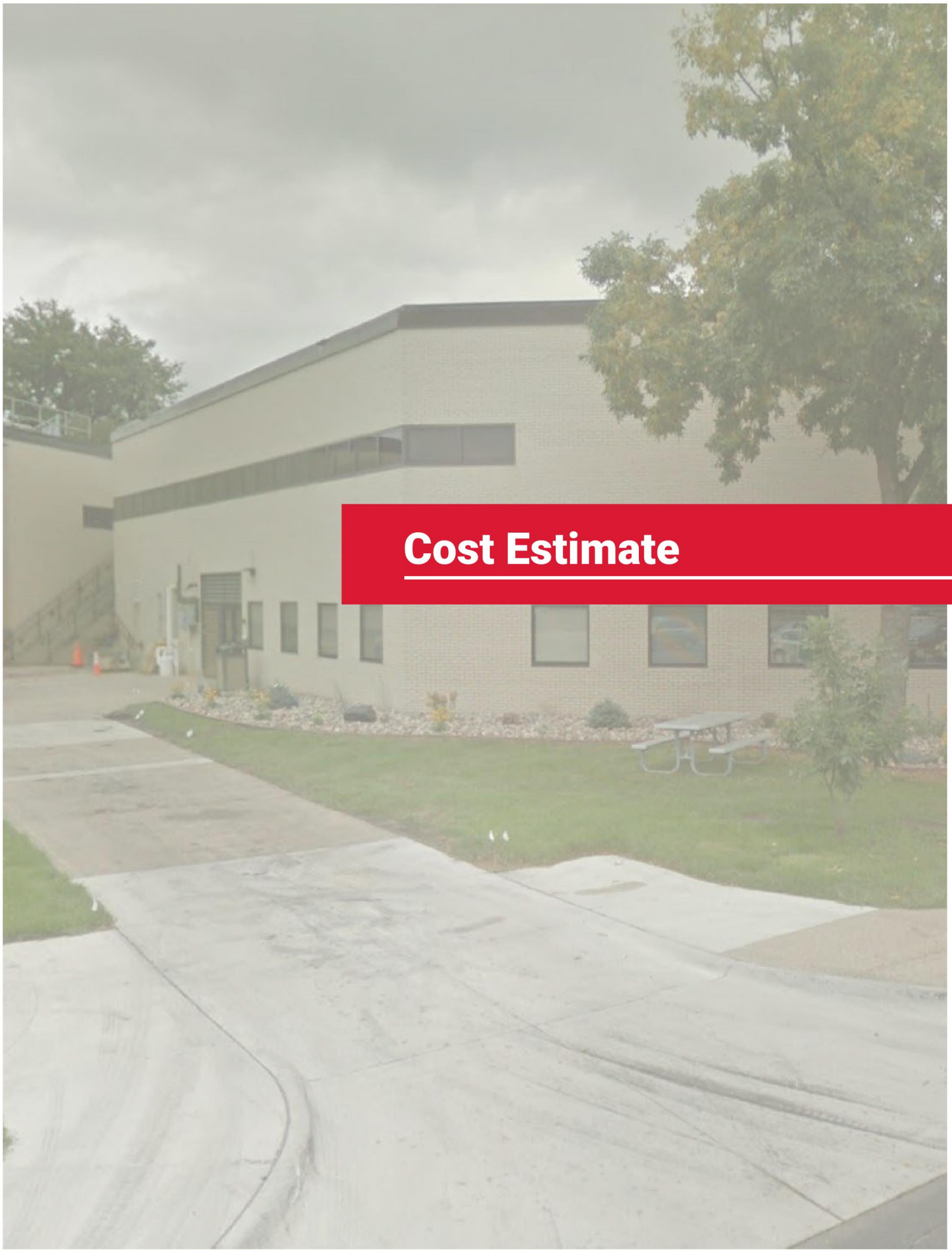


## **Option Three:** Condo Build-Out - Site Graphic (City Hall included within high density residential development)



## **Option Three:** Condo Build-Out - Enlarged Area Plan (Indicating major department adjacencies)





# Cost Estimate

# Overall Cost Estimate and Summary (An Enlarged Version can be provided upon request)

**City of Brooklyn Center**
City Hall Options

June 10, 2021
Cost Comparisions

LEO A DALY
RJM

| BUDGET CATEGORY No. | Description | % Owner's Contingency | Option 1 Existing City Hall | Option 2 New Construction | Option 3 Tenant Fit Out | Current Source of Responsibility | Current Reference Document | Notes |
|---|---|---|---|---|---|---|---|---|
| **PRE-DESIGN** | | | | | | | | |
| 1 | Legal/Title Work: | | | | | | | |
| | .1 Title Work for Replatting/Vacation of Property Lines | | $ - | $ 15,000 | $ - | BC | Estimate | If required |
| | .2 Legal Work for Replatting/Utility Easements | | $ - | $ 15,000 | $ - | BC | Estimate | If required |
| 2 | Administrative Services | | N/A | N/A | N/A | N/A | N/A | Assumes City time for this project will not be tracked and billed against this budget. |
| 3 | Real Estate Services: | | | | | | | |
| | .1 Appraissal | | N/A | N/A | N/A | BC | N/A | |
| | .2 xxx | | $ - | $ - | $ - | | | |
| 5 | Real Estate Acquisition (Target Site) | | $ - | $ 900,000 | $ - | BC | Meg | 2.0 acres of Target site (3.6 million for entire 9 acres - 25% of $3.6 million) for Option 2. |
| 6 | Land Surveying | | $ 7,500 | $ 15,000 | $ - | BC | Estimate | Paid by Developer in Option 3 |
| 7 | Subsurface (Geotechnical) Investigation: | | | | | | | |
| | .1 Soil borings | | $ 10,000 | $ 20,000 | $ - | BC | Estimate | Paid by Developer in Option 3 |
| | .2 Contaminated Soils | | $ - | $ - | $ - | BC | TBD | Unknown |
| | .3 Soil and Ground Water Analysis at Infiltration Basins | | $ 2,000 | $ 4,000 | $ - | | Estimate | Double ring test during construction documents to verify filtration rates for storm water design, Paind by Developer in Option 3 |
| 8 | Existing Building Structural Analysis | | $ - | $ - | $ - | BC | TBD | If existing drawings are not adequate to analyse modifications required of existing building |
| 9 | Hazardous Material Survey | | $ 10,000 | $ - | $ - | BC | Estimate | |
| **DESIGN** | | | | | | | | |
| 10 | Project Management/Architecture/Interior Design/Structural Engineering: | | | | | | | |
| | .1 Pre-Design Phase | | $ 25,000 | $ 25,000 | $ 25,000 | BC | TBD | If required |
| | .2 Site Due Diligence | | N/A | $ 10,000 | N/A | BC | Estimate | If required |
| | .3 Schematic Design through Construction Administration Phases | | $ 465,698 | $ 957,649 | $ 360,961 | Architect | B133 Contract | |
| | .4 Reimbursable Expenses | | $ 23,285 | $ 47,882 | $ 18,048 | Architect | B133 Contract | |
| | .5 Verification/Documentation of Existing Conditions | | $ 7,500 | $ - | $ - | Architect | B133 Contract | |
| 11 | Civil Engineering | | $ - | $ - | $ - | Architect | B133 Contract | Included in line item 10.3 |
| 12 | Landscape Architecture | | $ - | $ - | $ - | Architect | B133 Contract | Included in line item 10.3 |
| 13 | Mechanical Engineering | | $ - | $ - | $ - | Architect | B133 Contract | Included in line item 10.3 |
| 14 | Sustainable Design/B3 | | $ 25,000 | $ 40,000 | $ 15,000 | Architect | TBD | LEED or B3 |
| 15 | Fire Protection Engineering | | $ - | $ - | $ - | Architect | B133 Contract | Performance specifications included in line item 10.3 |
| 16 | Electrical Engineering | | $ - | $ - | $ - | Architect | B133 Contract | Included in line item 10.3 |
| 17 | Technology (Low-Voltage Systems) Engineering: | | $ 30,000 | $ 50,000 | $ 50,000 | BC or Architect or Consultant | Estimate | Includes line items 17.1 throught 17.9 |
| | .1 Voice/Data/Network | | $ - | $ - | $ - | BC or Architect or Consultant | | Included in line item 17 |
| | .2 Audio/Video (design) | | $ - | $ - | $ - | BC or Architect or Consultant | | Included in line item 17 |
| | .3 Sound-Masking | | $ - | $ - | $ - | BC or Architect or Consultant | | Included in line item 17 |
| | .4 Card Access | | $ - | $ - | $ - | BC or Architect or Consultant | | Included in line item 17 |
| | .5 Surveillance/Security (design) | | $ - | $ - | $ - | BC or Architect or Consultant | | Included in line item 17 |
| | .6 Fire Alarm | | $ - | $ - | $ - | BC or Architect or Consultant | | Included in line item 17 |
| | .7 Emergency Services Radio | | $ - | $ - | $ - | BC or Architect or Consultant | | Included in line item 17 |
| | .8 Fiber (comcast) | | $ - | $ - | $ - | BC or Architect or Consultant | | Included in line item 17 |
| | .9 WiFi | | $ - | $ - | $ - | BC or Architect or Consultant | | Included in line item 17 |
| 18 | Commissioning | | $ 35,000 | $ 35,000 | $ 35,000 | BC | | Beyond requirements in line item10.3 for LEED or B3 |
| 19 | Acoustical Engineering | | $ - | $ 10,000 | $ 10,000 | Architect | B133 Contract | Council Chambers design |
| 20 | Furniture, Fixtures and Equipment (FF&E Design) | | $ 45,000 | $ 45,000 | $ 45,000 | Architect | B133 Contract | Architect to provide design assistance with furniture selection and procurement through State of Mn contracts |
| 21 | Specialty Equipment (FF&E Procurement) | | N/A | N/A | N/A | N/A | N/A | Not applicable |
| 22 | Food Service - (FF&E Procurement) | | N/A | N/A | N/A | N/A | N/A | No design services required. |
| 23 | Other | | N/A | N/A | N/A | N/A | N/A | No design services required. |
| 24 | Signage - Exterior | | N/A | N/A | N/A | N/A | N/A | Included in line item 10.3 |
| 25 | Signage/Displays/Exhibits - Interior (beyond code-required) | | $ 15,000 | $ 15,000 | $ 15,000 | Architect | Estimate | Included in line item 10.3 |
| 26 | Landscape Irrigation | | N/A | N/A | N/A | N/A | N/A | Included in line item 35.1, performance specification requirements of contractor |
| 27 | Utility Rebates (EDA Program Results) | | $ (25,000) | $ (25,000) | $ (25,000) | Xcel/CenterPoint | Estimate | |
| **PRE-CONSTRUCTION** | | | | | | | | |
| 28 | Hazardous Materials Abatement | | $ 40,000 | $ - | $ - | TBD | Estimate | Cost based upon results of finding in line item 9 |
| 29 | Structure (Building) Demolition | | N/A | N/A | N/A | N/A | N/A | None anticipated |
| 30 | Site Demolition (Clearing) | | N/A | N/A | N/A | N/A | N/A | Included in line item 35.1 |
| 31 | Pre-Construction - Temp facilities during construction | | $ 80,000 | $ - | $ - | BC | Estimate | Temporary lease or temporary trailer rentals |
| 32 | Pre-Construction Moving | | $ 20,000 | $ - | $ - | BC | Estimate | Moving company |
| 33 | Authority Entitlement: | | | | | | | |
| | .1 Met. Council/BC - SAC | | $ 5,000 | $ 25,000 | $ 25,000 | BC | Estimate | $2,485 per plus city fees |
| | .2 Met. Council/BC - WAC | | $ 8,000 | $ 40,000 | $ 40,000 | BC | Estimate | $4,000 per unit |
| | .3 BCPlanning/Development - Application(s)/Review | | $ 500 | $ 500 | $ - | Developer or BC | Estimate | Paid by Developer in Option 3 |
| | .4 BC Re-Zoning - Application | | N/A | $ 1,500 | $ - | Developer or BC | Estimate | Paid by Developer in Option 3 |
| | .5 BC Re-Platting - Application (including park dedication fee) | | $ - | $ - | $ - | Developer or BC | Estimate | If combining lots |
| | .6 Watershed District - Application/Permit | | $ 500 | $ 500 | $ - | Developer or BC | Estimate | Branch Valley Watershed District waives fee for governmental agencies |
| | .7 Minnesota Dept. of Labor - Review | | $ 1,000 | $ 1,000 | $ 1,000 | BC | Estimate | Payable to DOLI |
| 34 | Preconstruction CM Services | | $ 25,000 | $ 25,000 | $ 25,000 | Contractor | Estimate | |
| **CONSTRUCTION** | | | | | | | | |
| 35 | Phase 4 Construction: | | | | | | | |
| | .1 Addition at existing City Hall | | $ 2,844,198 | $ - | $ - | Contractor | Estimate | RJM estimate dated 2021-06-10. 15% Design Contingency, 5% Escalation, 5% Construction Contingency |
| | .2 Renovation of existing City Hall | | $ 2,977,027 | $ - | $ - | Contractor | Estimate | RJM estimate dated 2021-06-10. 15% Design Contingency, 5% Escalation, 5% Construction Contingency |
| | .3 New City Hall | | $ - | $ 11,970,613 | $ - | Contractor | Estimate | RJM estimate dated 2021-06-10. 15% Design Contingency, 5% Escalation, 5% Construction Contingency |
| | .4 Tenant Fit Out | | $ - | $ - | $ 4,512,010 | Contractor | Estimate | RJM estimate dated 2021-06-10. 15% Design Contingency, 5% Escalation, 5% Construction Contingency |
| 36 | Soil Corrections | | $ - | $ - | $ - | Contractor | | Included in line item35.1, if required |
| 37 | Plan Review(s) and Permit(s) | | $ 75,000 | $ 120,000 | $ 50,000 | BC | Estimate | |
| 38 | Building Risk policy | | $ - | $ - | $ - | BC | Estimate | BC to verify if this will be waived, currently included in line items 35.1 through 35.4. |
| 39 | Technology (Low-Voltage Systems): | | | | | | | |
| | .1 Voice/Data/Network cabling and equipment | | $ 85,000 | $ 85,000 | $ 85,000 | BC or Architect or Contractor | Estimate | |
| | .2 Audio/Video | | $ 75,000 | $ 350,000 | $ 350,000 | BC or Architect or Contractor | Estimate | Conference rooms and overflow lobby space at existing / renovation. New estimates based upon Columbia Heights |
| | .3 Sound-Masking | | $ 25,000 | $ 25,000 | $ 25,000 | BC or Architect or Contractor | Estimate | |
| | .4 Card Access | | $ 50,000 | $ 50,000 | $ 50,000 | BC or Architect or Contractor | Estimate | |
| | .5 Surveillance/Security | | $ 35,000 | $ 35,000 | $ 35,000 | BC or Architect or Contractor | Estimate | |
| | .6 Emergency Services Radio | | N/A | N/A | N/A | N/A | N/A | |
| | .7 Fiber | | $ 10,000 | $ 25,000 | $ 10,000 | BC or Architect or Contractor | Estimate | |
| | .8 WiFi | | $ 15,000 | $ 15,000 | $ 15,000 | BC or Architect or Contractor | Estimate | |
| 40 | Landscape Irrigation | | $ - | $ - | $ - | N/A | N/A | Included in line item 35.1 through 35.4 |
| 41 | Electrical Site Utilities (Electrical Service) | | $ - | $ - | $ - | N/A | N/A | Assume Xcel to waive fees. |
| 42 | Back-up (Emergency) Electrical Systems | | $ - | $ - | $ - | N/A | N/A | Included in line item 35.1 through 35.4 |
| 43 | Construction Testing / Inspection | | $ 25,000 | $ 45,000 | $ 15,000 | Contractor | Estimate | |
| **OCCUPANCY** | | | | | | | | |
| 44 | (FF&E) - Procurement & Install | | $ 629,168 | $ 629,168 | $ 629,168 | BC | Estimate | Refer to separate FFE cost estimate |
| 45 | Exercise Equipment (FF&E) - Procurement & Install | | N/A | N/A | N/A | N/A | N/A | Assumes no Fitness Room |
| 46 | Equipment - Procurement/Installation | | | | | | | |
| | .1 Breakroom | | $ 6,000 | $ 6,000 | $ 6,000 | Contractor | Estimate | 2 refrigerators, 3 microwaves, dishwasher, other? |
| | .2 Kitchenettes | | $ 3,000 | $ 3,000 | $ 3,000 | Contractor | Estimate | Coffee maker, undercounter refrigerator |
| | .3 Copiers / Printers | | N/A | N/A | N/A | N/A | N/A | Assumes utilizing existing contracts/equipment |
| | .4 Plotter | | N/A | N/A | N/A | N/A | N/A | Assumes utilizing existing contracts/equipment |
| 47 | Misc FFE - Procure & Install | | N/A | N/A | N/A | N/A | N/A | |
| 48 | Signage - Exterior | | $ 50,000 | $ 50,000 | $ 50,000 | Contractor | Estimate | |
| 49 | Signage - Interior (not including code-required) | | $ - | $ - | $ - | Contractor | | Included in line item 35.1 through 35.4 |
| 50 | Displays/Exhibits/Artwork - Interior | | $ 35,000 | $ 35,000 | $ 35,000 | BC | | |
| 51 | Move-In | | $ 35,000 | $ 35,000 | $ 35,000 | BC | Estimate | Moving company |
| 52 | Record Documentation | | $ 7,500 | $ 7,500 | $ 7,500 | Architect | Estimate | |
| **PROJECT COST SUBTOTAL** | | | **$ 7,837,876** | **$ 15,759,312** | **$ 6,552,687** | | | |
| | | | | | | | | |
| **OWNER'S PROJECT CONTINGENCY** | | | | | | | | |
| A | Pre-Design Phase | 15.00% | $ 302,498 | $ 568,305 | $ 306,102 | | | Soft Cost Contingency only (Does not include construction cost or construction contingency) |
| B | Schematic Design Phase | 10.00% | | | | | | Soft Cost Contingency only (Does not include construction cost or construction contingency) |
| C | Design Development Phase | 7.50% | | | | | | Soft Cost Contingency only (Does not include construction cost or construction contingency) |
| D | Construction Documents Phase | 5.00% | | | | | | Soft Cost Contingency only (Does not include construction cost or construction contingency) |
| E | Construction Administration Phase | 5.00% | | | | | | Soft Cost Contingency only (Does not include construction cost or construction contingency) |
| **PROJECT COST** | | | **$ 8,140,374** | **$ 16,327,617** | **$ 6,858,788** | | | |

SUMMARY OF COSTS - IN 2022 DOLLARS (add 5% per year beyond 2022)

- **Option One** - Remodel of Exiting City Hall: $8,140,374 Project Cost
- **Option Two** - Stand Alone New Construction: $16,327,617 Project Cost (plus $1,087,500 if optional garage selected)
- **Option Three** - Development/Condo Build-Out: $6,858,788 Project Cost (plus $750,000 if optional garage selected)

# Construction Cost Estimate - By RJM

CONSTRUCTION

June 10, 2021

Todd LaVold
Leo A Daly
730 2nd Ave S, Suite 1300
Minneapolis, MN 55402

Re: Brooklyn Center City Hall

Dear Todd,

RJM Construction is pleased to present a preliminary budget for the Brooklyn Center City Hall Feasibility Study project. Together with the City of Brooklyn Center and Leo A Daly, we can work as a team to deliver the project goals of cost, schedule and quality. Our estimate is based upon drawings dated May 21, 2021.

| | |
|---|---|
| **Addition Estimate:** | **$2,844,198** |
| **Renovation Estimate:** | **$2,977,027** |
| **New Construction Estimate:** | **$11,970,613** |
| **Tenant Fit Out Estimate:** | **$4,512,010** |

CLARIFICATIONS: See attachment.

Thank you for the opportunity to provide this estimate. Our team is experienced and competent in your market; this applied knowledge will assist the team in obtaining the best possible project value. Please feel free to contact RJM if you have any questions or need additional information.

Sincerely,

Matt Severson
Estimator

830 Boone Avenue North
Golden Valley, Minnesota 55427 952-837-8600 RJMConstruction.com

# Construction Cost Estimate - By RJM

## OPTION ONE

| | |
|---|---|
| **ESTIMATE DATE:** | June 10, 2021 |
| **PROJECT:** | **Brooklyn Center City Hall** |
| **ARCHITECT:** | Leo A Daly |
| **DRAWING DATE:** | May 21, 2021 |

| DESCRIPTION | System Qty | Unit | $/System SF | Base Estimate | $/gsf 4,775 |
|---|---|---|---|---|---|
| ***City Hall Addition Costs*** | | | | | |
| Demolition | 1 | LS | $76,738 | $76,738 | $16.07 |
| Footings, Foundations & SOG | 3,000 | SF | $39.58 | $118,747 | $24.87 |
| Structure - Structural Steel | 4,775 | SF | $30.14 | $143,925 | $30.14 |
| Enclosure - Brick/Storefront | 4,960 | SF | $82.45 | $408,958 | $85.65 |
| Roof - Fully Adhered 60 mil EPDM | 3,000 | SF | $37.09 | $111,265 | $23.30 |
| Interiors | 4,775 | SF | $73.70 | $351,904 | $73.70 |
| Conveying Systems | 0 | ST | $0.00 | $0 | $0.00 |
| Fire Protection | 4,775 | SF | $2.68 | $12,797 | $2.68 |
| Plumbing | 4,775 | SF | $10.34 | $49,374 | $10.34 |
| HVAC | 4,775 | SF | $37.71 | $180,086 | $37.71 |
| Electrical | 4,775 | SF | $22.61 | $107,963 | $22.61 |
| Sitework | 30,000 | SF | $9.76 | $292,661 | $61.29 |
| Temp Barriers | 1 | LS | $19,425 | $19,425 | $4.07 |
| Construction Cleaning | 1 | LS | $12,687 | $12,687 | $2.66 |
| General Conditions | 4 | MO | $50,000 | $200,000 | $41.88 |
| General Liability Insurance | 1 | LS | | $31,286 | $6.55 |
| Builders Risk Insurance | 1 | LS | | $7,964 | $1.67 |
| Building Permit | 1 | LS | | $31,286 | $6.55 |
| Bond | 1 | LS | | $35,552 | $7.45 |
| ***Subtotal Costs*** | | | | ***$2,192,618*** | ***$459.19*** |
| Escalation | | | | $109,631 | $22.96 |
| Design Contingency | | | | $345,337 | $72.32 |
| Construction Contingency | | | | $115,112 | $24.11 |
| Contractor's Fee | | | | $81,500 | $17.07 |
| ***Total City Hall Addition Estimate*** | | | | ***$2,844,198*** | ***$595.64*** |

| DESCRIPTION | System Qty | Unit | $/System SF | Base Estimate | $/gsf 19,288 |
|---|---|---|---|---|---|
| ***City Hall Renovation Costs*** | | | | | |
| Demolition | 19,288 | SF | $3.36 | $64,808 | $3.36 |
| Interiors | 19,288 | SF | $55.69 | $1,074,145 | $55.69 |
| Conveying Systems | 0 | ST | $0.00 | $0 | $0.00 |
| Fire Protection | 19,288 | SF | $2.15 | $41,469 | $2.15 |
| Plumbing | 19,288 | SF | $8.32 | $160,476 | $8.32 |
| HVAC | 19,288 | SF | $14.21 | $274,082 | $14.21 |
| Electrical | 19,288 | SF | $12.11 | $233,578 | $12.11 |
| Temp Barriers | 1 | LS | $10,000 | $10,000 | $0.52 |
| Construction Cleaning | 1 | LS | $25,415 | $25,415 | $1.32 |
| General Conditions | 6 | MO | $50,000 | $300,000 | $15.55 |
| General Liability Insurance | 1 | LS | | $32,747 | $1.70 |
| Builders Risk Insurance | 1 | LS | | $8,336 | $0.43 |
| Building Permit | 1 | LS | | $32,747 | $1.70 |
| Bond | 1 | LS | | $37,213 | $1.93 |
| ***Subtotal Costs*** | | | | ***$2,295,017*** | ***$118.99*** |
| Escalation | | | | $114,751 | $5.95 |
| Design Contingency | | | | $361,465 | $18.74 |
| Construction Contingency | | | | $120,488 | $6.25 |
| Contractor's Fee | | | | $85,306 | $4.42 |
| ***Total City Hall Renovation Estimate*** | | | | ***$2,977,027*** | ***$154.35*** |

# Construction Cost Estimate - By RJM

## OPTION TWO

| DESCRIPTION | System Qty | Unit | $/System SF | Base Estimate | $/gsf 33,900 |
|---|---|---|---|---|---|
| ***New Construction Costs*** | | | | | |
| Footings, Foundations & SOG | 16,375 | SF | $35.75 | $585,488 | $17.27 |
| Structure - Structural Steel | 33,900 | SF | $25.11 | $851,125 | $25.11 |
| Enclosure - Brick/Storefront | 21,224 | SF | $74.91 | $1,589,957 | $46.90 |
| Roof - Fully Adhered 60 mil EPDM | 16,375 | SF | $16.11 | $263,775 | $7.78 |
| Interiors | 25,200 | SF | $63.49 | $1,599,901 | $47.19 |
| Conveying Systems | 6 | ST | $45,000 | $270,000 | $7.96 |
| Fire Protection | 33,900 | SF | $2.88 | $97,800 | $2.88 |
| Plumbing | 33,900 | SF | $7.49 | $253,800 | $7.49 |
| HVAC | 33,900 | SF | $31.21 | $1,058,150 | $31.21 |
| Electrical | 33,900 | SF | $22.05 | $747,450 | $22.05 |
| Sitework | 75,000 | SF | $9.16 | $686,999 | $20.27 |
| Temp Barriers | 1 | LS | $71,367 | $71,367 | $2.11 |
| Construction Cleaning | 1 | LS | $105,937 | $105,937 | $3.12 |
| General Conditions | 12 | MO | $50,000 | $600,000 | $17.70 |
| General Liability Insurance | 1 | LS | | $131,677 | $3.88 |
| Builders Risk Insurance | 1 | LS | | $33,518 | $0.99 |
| Building Permit | 1 | LS | | $131,677 | $3.88 |
| Bond | 1 | LS | | $149,633 | $4.41 |
| ***Subtotal Costs*** | | | | ***$9,228,253*** | ***$272.22*** |
| Escalation | | | | $461,413 | $13.61 |
| Design Contingency | | | | $1,453,450 | $42.87 |
| Construction Contingency | | | | $484,483 | $14.29 |
| Contractor's Fee | | | | $343,014 | $10.12 |
| ***Total New Construction Estimate*** | | | | ***$11,970,613*** | ***$353.12*** |

## OPTION THREE

| DESCRIPTION | System Qty | Unit | $/System SF | Base Estimate | $/gsf 23,295 |
|---|---|---|---|---|---|
| ***Tenant Fit Out Costs*** | | | | | |
| Interiors | 23,295 | SF | $76.81 | $1,789,329 | $76.81 |
| Fire Protection | 23,295 | SF | $2.28 | $53,065 | $2.28 |
| Plumbing | 23,295 | SF | $8.15 | $189,895 | $8.15 |
| HVAC | 23,295 | SF | $21.58 | $502,671 | $21.58 |
| Electrical | 23,295 | SF | $16.57 | $385,932 | $16.57 |
| Temp Barriers | 1 | LS | $10,000 | $10,000 | $0.43 |
| Construction Cleaning | 1 | LS | $29,159 | $29,159 | $1.25 |
| General Conditions | 7 | MO | $50,000 | $350,000 | $15.02 |
| General Liability Insurance | 1 | LS | | $49,632 | $2.13 |
| Builders Risk Insurance | 1 | LS | | $12,634 | $0.54 |
| Building Permit | 1 | LS | | $49,632 | $2.13 |
| Bond | 1 | LS | | $56,400 | $2.42 |
| ***Subtotal Costs*** | | | | ***$3,478,349*** | ***$149.32*** |
| Escalation | | | | $173,917 | $7.47 |
| Design Contingency | | | | $547,840 | $23.52 |
| Construction Contingency | | | | $182,613 | $7.84 |
| Contractor's Fee | | | | $129,290 | $5.55 |
| ***Total Tenant Fit Out Estimate*** | | | | ***$4,512,010*** | ***$193.69*** |

# Construction Cost Estimate - By RJM

CONSTRUCTION

**BUDGET CLARIFICATIONS**

| | |
|---|---|
| **ESTIMATE DATE:** | June 10, 2021 |
| **PROJECT:** | Brooklyn Center City Hall Feasibility Study |
| **ARCHITECT:** | Leo A Daly |
| **DRAWING DATE:** | May 21, 2021 |

The following is a summary of clarifications to be considered in preparing the budget for the **Brooklyn Center City Hall Feasibility Study** project per the information drafted by Leo A Daly date May 21, 2021.

## SCOPE INCLUSIONS

Footings/Foundations/SOG

a. Standard strip footings/foundations
b. 5" slab on grade with vapor barrier
c. Poured cast in place foundation walls with damproofing
d. Stoop slabs at exterior entrances

Structure

a. Steel decking, joists and beams
b. Concrete topping on metal decking

Enclosure

a. Cold formed framed walls, insulation, sheathing & air/vapor barrier
b. Modular brick veneer – 70% addition & 65% new construction - $35/sf
c. Storefront glazing systems – 30% addition & 35% new construction - $65/sf
d. Storefront entry doors and handicap operators and main entrance

Roof

a. Fully adhered 60 mil EPDM system with sheet metal coping/flashing
b. Pedestal paver system at deck
c. Roof blocking/sheathing

Interiors

a. Standard office finishes throughout, with some upgrade finishes at building entrances/circulation
b. At new council chambers locations, higher end finishes have been figured

MEP

a. Standard wet fire suppression systems at all locations – new complete systems and addition/ground up building and branching off of existing systems for renovations/fit outs
b. Hot water heating system at all locations – new complete systems and addition/ground up building and branching off of existing systems for renovations/fit outs

# Construction Cost Estimate - By RJM

c. Standard office electrical systems at all locations – upgraded fixtures at building entrances/circulation and new council chambers – assumes branching off of existing systems for renovations/fit outs

Sitework

a. Site clearing/removals/rough & finish grading
b. Excavation/backfill new footings/foundations
c. Sand cushion pads at building and new sidewalks
d. Mil and overlay existing City Hall parking lot in extents shown on the plan – work to the rest of the parking lot has not been included
e. New asphalt parking lot at new ground up building – work to rest of parking lot has not been figured
f. Concrete curb at new/reconstructed parking lot areas
g. Standard broom finished sidewalks at building entrances
h. Landscape/irrigation – allowance of $25,000 at addition and $75,000 at new ground up building
i. Site utilities – allowance of $50,000 at addition and $150,000 at new ground up building

**GENERAL CLARIFICATIONS**

a. All new structures are assumed to be constructed over standard footings – no engineered foundation systems or soil corrections have been figured.
b. All soil is assumed to be clean and clear of hazardous/contaminated debris.
c. The existing City Hall renovation and addition are figured to be completed at the same time – 2 phases have been assumed.
d. Renovation of existing City Hall & Fit Out estimate assumes branching off of the existing building MEP systems – a complete new system has not been figured.
e. Escalation has been figured at 5%.
f. Design contingency has been included at 10%.

*EXCLUDED*

a. Architectural design and engineering fees
b. Utility company charges/distributions/relocations
c. Low voltage systems
d. SAC / WAC
e. PH soil testing and remediation
f. Moisture mitigation
g. Hazardous material demo, abatement, removals etc
h. Testing and inspections
i. Owner furniture/equipment relocations
j. Appliances
k. Signage
l. TV/monitor supports/brackets
m. Storm water structures/tanks
n. Furniture, demountable partitions, etc
o. Site furnishings, benches, tables, etc.
p. Retaining walls
q. Radon or vapor mitigation systems
r. Structural soils
s. Engineered foundation systems i.e. helical piers, geo piers, etc

# FFE Cost Estimate - By Room

| ITEMIZED FF&E COST ESTIMATE | PROJECT NAME: BROOKLYN CENTER CITY HALL | | | | |
|---|---|---|---|---|---|
| | LAD Project Number: 023-10183-002 | | | | |
| **ROOM #** | **DESCRIPTION** | **MFR** | **QTY** | **UNIT COST** | **TOTAL COST** |
| | | | | | |
| **LOBBY** | MODULAR LOUNGE SEATING ARRANGMENTS | | 2 | $ 6,000.00 | $ 12,000.00 |
| | BENCHES | | 6 | $ 400.00 | $ 2,400.00 |
| | SERVICE DESK WORKSTATIONS | | 3 | $ 2,500.00 | $ 7,500.00 |
| | SERVICE DESK TASK SEATING | | 3 | $ 500.00 | $ 1,500.00 |
| | KIOSK | | 1 | $ 2,000.00 | $ 2,000.00 |
| | KIOSK SEATING | | 1 | $ 500.00 | $ 500.00 |
| **SM CONF ROOM** | CONFERENCE TABLE | | 1 | $ 500.00 | $ 500.00 |
| | CONFERENCE CHAIR | | 6 | $ 400.00 | $ 2,400.00 |
| **MED CONF ROOM** | CONFERENCE TABLE | | 1 | $ 1,500.00 | $ 1,500.00 |
| | CONFERENCE CHAIR | | 10 | $ 400.00 | $ 4,000.00 |
| **COMMUNITY** | TRAINING TABLE | | 25 | $ 500.00 | $ 12,500.00 |
| | STACKING CHAIR | | 50 | $ 250.00 | $ 12,500.00 |
| | STORAGE CARTS | | 6 | $ 400.00 | $ 2,400.00 |
| **COUNCIL CHAM.** | COUNCIL SEATING | | 15 | $ 1,000.00 | $ 15,000.00 |
| | PUBLIC CHAIRS | | 60 | $ 250.00 | $ 15,000.00 |
| | TASK CHAIR | | 1 | $ 500.00 | $ 500.00 |
| | STORAGE CARTS | | 6 | $ 400.00 | $ 2,400.00 |
| | LOBBY CHAMBER OVERFLOW VIEWING SEATING | | 25 | $ 250.00 | $ 6,250.00 |
| | TRAINING TABLE | | 14 | $ 500.00 | $ 7,000.00 |
| | STACKING CHAIR | | 32 | $ 250.00 | $ 8,000.00 |
| **COUNCIL CONF** | CONFERENCE TABLE | | 1 | $ 1,500.00 | $ 1,500.00 |
| | CONFERENCE CHAIR | | 12 | $ 400.00 | $ 4,800.00 |
| **OFFICE OF MAYOR** | CONFERENCE TABLE | | 1 | $ 800.00 | $ 800.00 |
| | CONFERENCE CHAIR | | 6 | $ 400.00 | $ 2,400.00 |
| | WORKSTATION W/ CREDENZA | | 1 | $ 3,000.00 | $ 3,000.00 |
| | TASK CHAIR | | 1 | $ 500.00 | $ 500.00 |
| **CITY MANAGER** | CONFERENCE TABLE | | 1 | $ 800.00 | $ 800.00 |
| | CONFERENCE CHAIR | | 6 | $ 400.00 | $ 2,400.00 |
| | WORKSTATION W/ CREDENZA | | 1 | $ 3,000.00 | $ 3,000.00 |
| | TASK CHAIR | | 1 | $ 500.00 | $ 500.00 |
| **INCL. DIVERSITY** | WORKSTATION W/ CREDENZA | | 1 | $ 3,000.00 | $ 3,000.00 |
| | TASK CHAIR | | 1 | $ 500.00 | $ 500.00 |
| **INFROMAL MEET** | CONFERENCE TABLE | | 1 | $ 500.00 | $ 500.00 |
| | CONFERENCE CHAIR | | 6 | $ 400.00 | $ 2,400.00 |
| **DEPUTY CITY MAN.** | CONFERENCE TABLE | | 1 | $ 800.00 | $ 800.00 |
| | CONFERENCE CHAIR | | 6 | $ 400.00 | $ 2,400.00 |
| | WORKSTATION W/ CREDENZA | | 1 | $ 3,000.00 | $ 3,000.00 |
| | TASK CHAIR | | 1 | $ 500.00 | $ 500.00 |
| **ASSISTANT** | WORKSTATION | | 1 | $ 3,000.00 | $ 3,000.00 |
| | TASK CHAIR | | 1 | $ 500.00 | $ 500.00 |
| **CITY CLERKS** | WORKSTATION W/ CREDENZA | | 2 | $ 3,000.00 | $ 6,000.00 |
| | TASK CHAIR | | 2 | $ 500.00 | $ 1,000.00 |
| **CITY CUST SUPPORT** | WORKSTATION | | 1 | $ 3,000.00 | $ 3,000.00 |
| | TASK CHAIR | | 1 | $ 500.00 | $ 500.00 |
| **ELECTIONS** | STORAGE | | 10 | $ 300.00 | $ 3,000.00 |
| **CITY RECORDS** | STORAGE | | 20 | $ 450.00 | $ 9,000.00 |
| **COPY/MAIL** | CENTER STORAGE ISLAND | | 1 | $ 800.00 | $ 800.00 |
| **CCCED MANAGER** | WORKSTATION W/ CREDENZA | | 1 | $ 3,000.00 | $ 3,000.00 |
| | TASK CHAIR | | 1 | $ 500.00 | $ 500.00 |

# FFE Cost Estimate - By Room

| ITEMIZED FF&E COST ESTIMATE | PROJECT NAME: BROOKLYN CENTER CITY HALL | | | | |
|---|---|---|---|---|---|
| | LAD Project Number: 023-10183-002 | | | | |
| **ROOM #** | **DESCRIPTION** | **MFR** | **QTY** | **UNIT COST** | **TOTAL COST** |
| | | | | | |
| **ENGAGE. SPEC.** | WORKSTATION | | 1 | $ 3,000.00 | $ 3,000.00 |
| | TASK CHAIR | | 1 | $ 500.00 | $ 500.00 |
| **GRAPHIC DESIGN** | WORKSTATION | | 1 | $ 3,000.00 | $ 3,000.00 |
| | TASK CHAIR | | 1 | $ 500.00 | $ 500.00 |
| **DESIGN SPACE** | WORK TABLE | | 1 | $ 3,000.00 | $ 3,000.00 |
| | STOOLS | | 8 | $ 500.00 | $ 4,000.00 |
| **NEIGH. COMM ENG** | HOTEL STATIONS | | 5 | $ 1,200.00 | $ 6,000.00 |
| | TASK CHAIR | | 5 | $ 500.00 | $ 2,500.00 |
| **STORAGE** | MISC STORAGE | | 10 | $ 300.00 | $ 3,000.00 |
| **VIDEO TAPING STU.** | TASK CHAIR | | 4 | $ 500.00 | $ 2,000.00 |
| **HUMAN RESOURCE** | WORKSTATION W/ CREDENZA | | 4 | $ 3,000.00 | $ 12,000.00 |
| | TASK CHAIR | | 4 | $ 500.00 | $ 2,000.00 |
| **STORAGE** | STORAGE | | 6 | $ 300.00 | $ 1,800.00 |
| **IT** | WORKSTATION W/ CREDENZA | | 4 | $ 3,000.00 | $ 12,000.00 |
| | TASK CHAIR | | 4 | $ 500.00 | $ 2,000.00 |
| **SERVER ROOM** | BENCH | | 4 | $ 2,500.00 | $ 10,000.00 |
| | STOOLS | | 4 | $ 500.00 | $ 2,000.00 |
| **STORAGE** | STORAGE | | 12 | $ 300.00 | $ 3,600.00 |
| **DIR FINANCE** | CONFERENCE TABLE | | 1 | $ 800.00 | $ 800.00 |
| | CONFERENCE CHAIR | | 6 | $ 400.00 | $ 2,400.00 |
| | WORKSTATION W/ CREDENZA | | 1 | $ 3,000.00 | $ 3,000.00 |
| | TASK CHAIR | | 1 | $ 500.00 | $ 500.00 |
| **INTERN** | HOTEL STATIONS | | 1 | $ 1,200.00 | $ 1,200.00 |
| **ACCTING / FINANCE** | WORKSTATION W/ CREDENZA | | 1 | $ 3,000.00 | $ 3,000.00 |
| | TASK CHAIR | | 1 | $ 500.00 | $ 500.00 |
| | WORKSTATION | | 4 | $ 3,000.00 | $ 12,000.00 |
| | TASK CHAIR | | 4 | $ 500.00 | $ 2,000.00 |
| **UTILITY/BILLING** | WORKSTATION | | 2 | $ 3,000.00 | $ 6,000.00 |
| | TASK CHAIR | | 2 | $ 500.00 | $ 1,000.00 |
| **UTILITY FILES** | STORAGE | | 12 | $ 400.00 | $ 4,800.00 |
| **LIQUOR STORE** | WORKSTATION W/ CREDENZA | | 1 | $ 3,000.00 | $ 3,000.00 |
| | TASK CHAIR | | 1 | $ 500.00 | $ 500.00 |
| **COMM DEV DIR** | CONFERENCE TABLE | | 1 | $ 800.00 | $ 800.00 |
| | CONFERENCE CHAIR | | 6 | $ 400.00 | $ 2,400.00 |
| | WORKSTATION W/ CREDENZA | | 1 | $ 3,000.00 | $ 3,000.00 |
| | TASK CHAIR | | 1 | $ 500.00 | $ 500.00 |
| **COMM DEV OFFICES** | WORKSTATION W/ CREDENZA | | 3 | $ 3,000.00 | $ 9,000.00 |
| | TASK CHAIR | | 3 | $ 500.00 | $ 1,500.00 |
| **STORAGE** | STORAGE | | 6 | $ 300.00 | $ 1,800.00 |
| **DEPUTY DIR COMM DEV** | CONFERENCE TABLE | | 1 | $ 800.00 | $ 800.00 |
| | CONFERENCE CHAIR | | 6 | $ 400.00 | $ 2,400.00 |
| | WORKSTATION W/ CREDENZA | | 1 | $ 3,000.00 | $ 3,000.00 |
| | TASK CHAIR | | 1 | $ 500.00 | $ 500.00 |
| **ASSISTANTS** | WORKSTATION | | 3 | $ 3,000.00 | $ 9,000.00 |
| | TASK CHAIR | | 3 | $ 500.00 | $ 1,500.00 |
| **HOUSING COMM STNDS** | WORKSTATION W/ CREDENZA | | 1 | $ 3,000.00 | $ 3,000.00 |
| | TASK CHAIR | | 1 | $ 500.00 | $ 500.00 |
| **INSPECTORS, TECHS** | BENCHING | | 8 | $ 1,500.00 | $ 12,000.00 |
| | TASK CHAIR | | 8 | $ 500.00 | $ 4,000.00 |

# FFE Cost Estimate - By Room

| ITEMIZED FF&E COST ESTIMATE | PROJECT NAME: BROOKLYN CENTER CITY HALL | | | | |
|---|---|---|---|---|---|
| | LAD Project Number: 023-10183-002 | | | | |
| **ROOM #** | **DESCRIPTION** | **MFR** | **QTY** | **UNIT COST** | **TOTAL COST** |
| | | | | | |
| **PLAN REVIEW** | WORKSTATION | | 3 | $ 3,000.00 | $ 9,000.00 |
| | TASK CHAIR | | 3 | $ 500.00 | $ 1,500.00 |
| **BLD OFFICIAL** | CONFERENCE TABLE | | 1 | $ 800.00 | $ 800.00 |
| | CONFERENCE CHAIR | | 6 | $ 400.00 | $ 2,400.00 |
| | WORKSTATION W/ CREDENZA | | 1 | $ 3,000.00 | $ 3,000.00 |
| | TASK CHAIR | | 1 | $ 500.00 | $ 500.00 |
| **INSPECTORS** | WORKSTATION | | 3 | $ 3,000.00 | $ 9,000.00 |
| | TASK CHAIR | | 3 | $ 500.00 | $ 1,500.00 |
| **STORAGE** | FILES | | 3 | $ 300.00 | $ 900.00 |
| **ENGINEERING** | CONFERENCE TABLE | | 1 | $ 800.00 | $ 800.00 |
| | CONFERENCE CHAIR | | 6 | $ 400.00 | $ 2,400.00 |
| | WORKSTATION W/ CREDENZA | | 1 | $ 3,000.00 | $ 3,000.00 |
| | TASK CHAIR | | 1 | $ 500.00 | $ 500.00 |
| **CITY ENGINEER** | WORKSTATION W/ CREDENZA | | 1 | $ 3,000.00 | $ 3,000.00 |
| | TASK CHAIR | | 1 | $ 500.00 | $ 500.00 |
| **ADMIN** | WORKSTATION | | 3 | $ 3,000.00 | $ 9,000.00 |
| | TASK CHAIR | | 3 | $ 500.00 | $ 1,500.00 |
| **STORAGE** | FILES | | 3 | $ 300.00 | $ 900.00 |
| **WATER RESOURCES** | WORKSTATION W/ CREDENZA | | 1 | $ 3,000.00 | $ 3,000.00 |
| | TASK CHAIR | | 1 | $ 500.00 | $ 500.00 |
| **TECH** | WORKSTATION | | 3 | $ 3,000.00 | $ 9,000.00 |
| | TASK CHAIR | | 3 | $ 500.00 | $ 1,500.00 |
| **DESIGN CONSTRUCTION** | WORKSTATION W/ CREDENZA | | 1 | $ 3,000.00 | $ 3,000.00 |
| | TASK CHAIR | | 1 | $ 500.00 | $ 500.00 |
| **TECH** | WORKSTATION | | 3 | $ 3,000.00 | $ 9,000.00 |
| | TASK CHAIR | | 3 | $ 500.00 | $ 1,500.00 |
| **INTERN** | BENCHING | | 4 | $ 1,500.00 | $ 6,000.00 |
| | TASK CHAIR | | 4 | $ 500.00 | $ 2,000.00 |
| **LARGE CONF** | CONFERENCE TABLE | | 1 | $ 500.00 | $ 500.00 |
| | CONFERENCE CHAIR | | 10 | $ 400.00 | $ 4,000.00 |
| **SMALL CONF** | CONFERENCE TABLE | | 1 | $ 1,500.00 | $ 1,500.00 |
| | CONFERENCE CHAIR | | 6 | $ 400.00 | $ 2,400.00 |
| **PHONE ROOM** | BENCHING | | 2 | $ 1,500.00 | $ 3,000.00 |
| | TASK CHAIR | | 2 | $ 500.00 | $ 1,000.00 |
| **MOTHERS/PRAY ROOM** | CHAIR | | 1 | $ 1,200.00 | $ 1,200.00 |
| **BREAK** | TABLES | | 6 | $ 500.00 | $ 3,000.00 |
| | CHAIRS | | 24 | $ 250.00 | $ 6,000.00 |
| **ARCHIVE STORAGE** | STORAGE | | 20 | $ 300.00 | $ 6,000.00 |
| **GENERAL STORAGE** | STORAGE | | 10 | $ 300.00 | $ 3,000.00 |
| | | | | | |
| | | Subtotal | | | $ 466,050.00 |
| | | Installation (10%) | | | $ 46,605.00 |
| | | Freight (10%) | | | $ 46,605.00 |
| | | Contingency (15%) | | | $ 69,907.50 |
| | | | | **Total Cost:** | **$ 629,167.50** |

# Council/EDA Work Session

DATE: 10/25/2021

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

SUBJECT: Sales Tax Levy Discussion Update

**Requested Council Action:**

**Background:**

At the September 27 City Council meeting, the Council discussed a possible request for special legislation to levy a sales tax. If a request to the legislature for a sales tax levy is to be submitted by the January deadline, staff will need direction early enough to prepare the request.

If a request is made and granted by the legislature, the community would then need to approve a referendum to establish the levy. The soonest a sales tax could be implemented given this timeline would be 2024.

As part of the community engagement efforts related to the 2040 Comprehensive Plan, the Opportunity Site master planning, and the Community Center Master Plan, it is clear that the community desires more robust, culturally inclusive, and accessible recreation programming and facilities. Community input has consistently indicated a desire for a regionally significant attraction on the Opportunity Site that can function as an anchor to the overall development and a gathering place and point of pride for the community. In addition, community input has indicated a need for a more diversity of recreation options for young people, young families, and seniors in the community. A sales tax levy offers an opportunity to fund public purpose projects which respond to the community's needs.

The City has been exploring public purpose projects which have the opportunity to provide broader regional significance. One such project has been an indoor/outdoor, year-round, regional recreation facility that could be located within the Opportunity Site master planning area. The City began exploring this concept three years ago as part of the overall master planning work, and in response to early community engagement, which called for a regional entertainment draw that could benefit both residents and the wider region, and create an attraction which would bring people to the community and anchor the Opportunity Site development area.

A feasibility study was completed on the concept, which found it to be financially viable. Staff began talks with an owner/operator of a similar facility located in Charlotte, North Carolina, and how a similar use might adapt to fit into Brooklyn Center and the Twin Cities region. The City began exploring funding concepts through various public, private, and philanthropic partners when the pandemic happened. The result was that the project was shelved and other options for the site began to be explored. The details of an ownership/operation model had not been sorted out at that point, and continued discussions would be

needed to determine what the best option would be for ownership of such a facility, as well as who would be best suited to operate it.

In addition to a regional recreation facility, the City has begun a master planning process to consider a new or expanded community center. Components of that process have included identifying community needs in terms of recreation and community center facilities, as well as a broader look at the surrounding market and potential regional demand for community center space. As part of the planning process, potential partners have been identified which could be leveraged to achieve a larger, more regionally significant, community and wellness center.

The City has completed an initial analysis of the spacing needs and potential partners, and is moving into a second phase to develop fit plans and more solid cost estimates. In addition, the City has submitted an application to the state for bonding dollars to support the build out of a new community center. However, regardless of whether the project receives state bonding or not, the City will have obligations in terms of the cost of the facility.

**Response to Council Questions**

At the September 27 meeting, Council raised a number of questions related to a sales tax levy. Staff has worked with Ehlers to respond to those questions. Jason Aarsvold, the City's public financial consultant with Ehlers, will be present at the work session to provide these responses. Below is a summary of the questions asked by Council.

*What is the impact to retailers in community with a sales tax levy?*
Attached is a study from the University of Minnesota which was commissioned by the City of St. Louis Park on this question. The study found that there was no measurable impact on retailer's profits or their decision on where to locate.

*What would be the impact to Brooklyn Center residents with a sales tax levy? What would the impact be to Brooklyn Center residents if the projects were funded through property tax supported debt?*
Attached is an analysis by Ehlers that identifies impact on shoppers at varying income levels and with different sales tax levies. The analysis also compares what the financial impact would also be to the average Brooklyn Center homeowner if the same amount of dollars generated by the sales tax levy were to be funded instead by property tax levies (this assumes that instead of sales taxes, the same amount is generated through property tax support debt, such as bonds). The analysis finds that the sales tax option is more favorable to Brooklyn Center residents.

*What other cities have sales tax levies, how much are they, and what do they fund?*
Attached is a list of recently approved sales tax levies in other communities, how much they were approved for, and what projects will be, or have been, funded.

*How much of the sales tax generated would be held back by the Department of Revenue to cover administration costs?*
According to the DOR, the amount would be between 1%-2% of the total amount levied. They indicated that there is a fixed cost to fund the administrative activity for all local sales taxes. This fixed cost is spread across all communities that have a local sales tax. It is based (mostly) on each city's proportional share of local sales tax collections each month. There are other factors as well, such as how many returns each community has. The amount charged monthly can vary. They indicated they are working on a more predictable and fixed model for this, but are not there yet.

There is also a “start-up” cost for a newly approved sales tax. This covers the cost of the setting it up in their system, notifying retailers and everything else that goes into initiating the tax. This is between $15,000 and $20,000 (one time) and is netted out of the first few settlements that would come to the city.
The purpose of this work session discussion is to provide responses to the Council's questions about a sales tax levy and confirm the Council's interest in moving ahead with a request.

The next step would be that staff would begin to gather information about each project in order to prepare the request. This would include documentation to demonstrate regional significance of the projects and financial information to determine the need. A resolution would be prepared and brought back to Council for the request.

**Budget Issues:**

There are no budget issues to consider at this time.

**Inclusive Community Engagement:**

If a sales tax levy is requested and approved by the state legislature, the community would then be asked to consider a referendum on the question. This phase of the work would include significant communication about the sales tax levy and the projects it would support.

**Antiracist/Equity Policy Effect:**

**Strategic Priorities and Values:**

Enhanced Community Image

**ATTACHMENTS:**

| Description | Upload Date | Type |
|---|---|---|
| Impacts of Sales Tax levies on Retailers | 10/15/2021 | Backup Material |
| Analysis on the impact to residents | 10/15/2021 | Backup Material |
| MN Dept. of Revenue Information on Local Sales Taxes | 10/15/2021 | Backup Material |
| 2021 City Sales Tax Legislation | 10/15/2021 | Backup Material |

UNIVERSITY OF MINNESOTA | EXTENSION

EXTENSION CENTER FOR COMMUNITY VITALITY

# Local Option Sales Tax Analysis for St. Louis Park, MN

## ESTIMATED CONTRIBUTIONS OF RESIDENTS AND NON-RESIDENTS TO A LOCAL OPTION SALES TAX

Authored by Ryan Pesch and Michael Darger

**PROGRAM SPONSORS**: CITY OF ST. LOUIS PARK, MINNESOTA

# Local Option Sales Tax Analysis for St. Louis Park

**ESTIMATED CONTRIBUTIONS OF RESIDENTS AND NON-RESIDENTS TO A LOCAL OPTION SALES TAX**

**December 2019**

Authored by Ryan Pesch and Michael Darger, Extension Educators, University of Minnesota Extension Center for Community Vitality

**Report Reviewers:**
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**Partners/Sponsors:**
City of St. Louis Park

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## EXECUTIVE SUMMARY

University of Minnesota Extension conducted a study to estimate overall sales tax proceeds in 2017 and the proportion of those proceeds generated by non-St. Louis Park residents. The study was designed to understand the economic dynamics of a potential local options sales tax. Using the most recent sales and use tax data available from the Minnesota Department of Revenue (MN Revenue), Extension estimated that non-residents account for 54.8 percent of taxable sales subject to a local option sales tax (LOST).

In 2017, total taxable sales in St. Louis Park were $1.09 billion. However, MN Revenue analysts estimate that approximately $1 billion would be subject to a LOST. With 54.8 percent of sales derived from non-resident spending, Extension estimated that St. Louis Park residents spent $452 million of the total $1 billion in taxable sales subject to a LOST.

A 0.5% or 0.25% local option sales tax would have garnered $5 million or $2.5 million in tax proceeds respectively if the tax were in place in 2017. St. Louis Park residents would have contributed $2.26 million in taxes and non-residents would have contributed $2.74 million at 0.5% rate. Based on these estimates, each St. Louis Park resident would have contributed an additional $46.15 on average in 2017 or $23.07 at a 0.25% rate.

The intent of this report is not to make recommendations to city officials about what actions to take, but rather to determine the estimated sales tax proceeds from a local option tax program and what proportion of those dollars will likely be paid by year-round city residents versus non-residents.

The study is based on a trade area analysis comparing actual taxable sales, based on Minnesota Revenue sales tax data[1] with a calculated "potential sales" amount. This amount was determined by multiplying the St. Louis Park population by the Minnesota average per capita sales and then adjusting for the city's income factor. This initial analysis provided an estimate of retail and service purchases made by year-round St. Louis Park residents. For each merchandise group, the estimates for two types of purchasers—city residents and others—were studied and adjusted considering the area economy. These adjustments were based on informed estimates and were aimed, in part, at reducing potential overestimates of the sales tax share attributable to non-residents. Assumptions and calculations have been included for major retail and service categories so decision makers can adjust totals if they have better local insights.

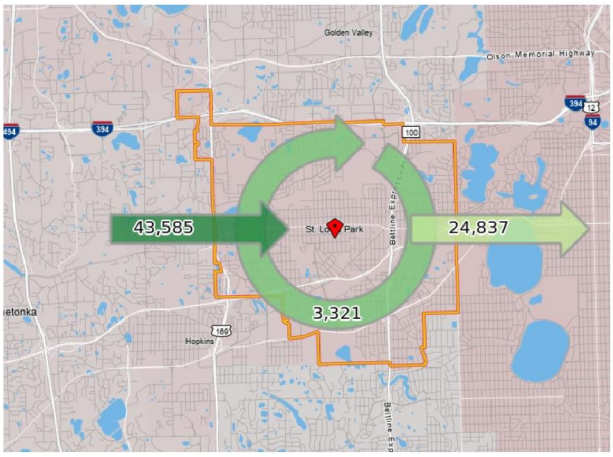
Several factors and features in the St. Louis Park economy helped frame the analysis of the different merchandise categories:

- St. Louis Park's store mix attracts residents of nearby communities to shop in the community, facilitated in part by the strong transportation network that eases travel into the city.
- Despite the local retail mix, St. Louis Park residents are pulled to other communities to shop. This is due, in part, to the number of residents that work outside of the community and the community being situated near multiple competing retail centers within reasonable driving distance.
- Because of its large job base, residents from other communities commute into St. Louis Park for work (Figure 1). We assume that these non-resident workers purchase goods and services in St. Louis Park due to convenience, especially in business categories such as groceries and general merchandise.

1. *MN City Sales Tax Statistics.* (2017). Minnesota Department of Revenue. Retrieved from http://www.revenue.state.mn.us/research_stats/Pages/Sales-and-Use-Tax-Statistics-and-Annual-Reports.aspx

Figure 2 below shows the estimated percentage of sales —across all merchandise categories— attributable to residents and non-residents. These estimates informed the *adjusted* analysis to more accurately reflect the city's economic and consumption circumstances. Based on these findings, we estimate permanent city residents represent 54.9 percent of all taxable retail and service sales ($164.7 million), and the remaining 45.1 percent ($135.3 million) are attributed to non-residents

**Figure 1: St. Louis Park worker in-flow and out-flow**




**Source: 2017 U.S. Census Bureau OnTheMap application, Longitudinal-Employer Household Dynamics Program**

The Minnesota Department of Revenue research division estimated the dollars that a 0.5 percent LOST would have been generated in 2017 and Extension estimated what residents would have paid compared to non-residents. These estimates are illustrated in Figure 3. Based on correspondence with analysts at the Minnesota Department of Revenue who reviewed the St. Louis Park's 2017 sales tax statistics, approximately **$1,000,000,000 of the total $1,094,920 taxable sales are subject to a local option sales tax** and Extension based its estimates of projected tax proceeds on this figure.

**Figure 2: Estimated taxable sales using an adjusted trade area analysis**

| | Taxable Sales Subject to LOST $millions | Percentage of Sales |
|---|---|---|
| **St. Louis Park Residents** | $451.6 | 45.2% |
| **Non-residents** | $548.4 | 54.8% |
| **Totals** | $1,000.0 | 100% |

St. Louis Park would realize up to $5 million in tax proceeds if a half-percent tax were enacted Of this $5 million, the estimated proportion of the tax total paid by non-residents is $2.7 million, and the estimated proportion paid by St. Louis Park residents is $2.3 million. At a quarter-percent tax rate, the amounts are simply half the amount (Figure 3).

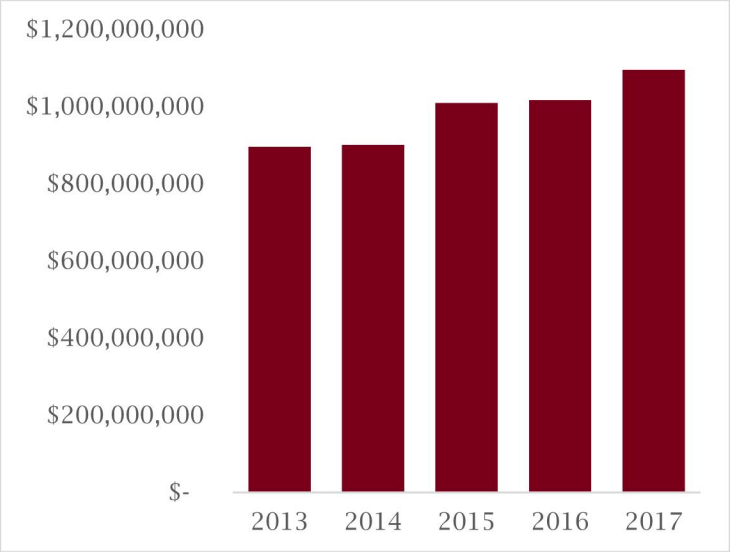
**Figure 3: Estimated tax proceeds and who pays in dollars**

| | Total Tax Proceeds | Paid by St. Louis Park Residents | Paid by Non-Residents |
|---|---|---|---|
| **@ 0.25 percent** | $2,500,000 | $1,128,881 | $1,371,118 |
| **@ 0.5 percent** | $5,000,000 | $2,257,762 | $2,742,237 |

The total taxable sales in the city have steadily increased from 2013 to 2017 (Figure 4). Total taxable sales grew nearly $200 million during this time period for a 22% increase. Since tax proceeds are calculated as a percentage of total taxable sales subject to the sales tax, this variation during the past 5 years gives some sense of stability if a tax were enacted.

*Use* taxes would also affect the estimated tax proceeds from a local option sales tax. Use taxes derive from city businesses purchasing products from out-of-state sources and in other Minnesota locations, which are often less consistent and more difficult to accurately estimate than sales taxes. Based on 2017 figures, city officials can expect an estimated additional $123,000 or $61,500 in use (not sales) tax proceeds at 0.5% and 0.25% tax rates respectively.

**Figure 4: Total taxable sales in St. Louis Park from 2013-17**




Source: Minnesota Department of Revenue

St. Louis Park policymakers are understandably concerned that enacting a sales tax in their community will cause a loss of consumer purchases to other jurisdictions. However, at a half a percent, a local option sales tax would add 50 cents to a $100 purchase. Extension examined records of 11 cities that have enacted a local option sales tax since 1999 available on the Minnesota Department of Revenue website. The records do not indicate a major purchasing change due to the additional sales tax, and most of the jurisdictions have shown continued sales growth (see Appendix A). These communities may not be comparable to St. Louis Park. All communities in the analysis are located outside of the Twin Cities metro area and may retain more shoppers than communities in the metro area where one could easily switch spending from one jurisdiction to another.

## BACKGROUND AND METHODOLOGY

Community economics educators at University of Minnesota Extension provide applied research and education to help community and business partners make better informed decisions. In recent years, Minnesota has adopted laws enabling local governments to enact a local option sales tax and Extension has assisted these administrations to estimate their potential tax proceeds and the portion of taxes paid by local residents.

This report estimates the proportion of tax proceeds generated by year-round St. Louis Park residents compared to non-residents. The most recently available state sales tax data (2017) from the Minnesota Department of Revenue (MN Revenue) is used.

### Trade Area Analysis and Calculations

Extension conducted a trade area analysis of retail and service sales in select merchandise categories, estimating the amount of taxable sales subject to sales taxes made by local residents, as well as those made by non-residents. Use tax is a much smaller portion of the total compared to sales tax proceeds. It is estimated using a different formula.

Extension calculated potential sales for the city in each merchandise category and compared this calculation to actual taxable sales from the Minnesota Department of Revenue sales tax statistics for the same category. Actual sales greater than potential sales indicates that the city attracts sales from outside its boundaries or has sales greater than one would expect from only its residents. Extension used the difference between potential and actual sales to set reasonable estimates of spending by residents and non-residents across all categories. These estimates also helped inform adjustments for each category.

Potential sales calculations are based on average statewide spending by merchandise category and the population of the city, then adjusted by the level of income in Hennepin County. Specifically, potential sales result from city population, state per capita taxable sales, and the index of income (see sidebar and Appendix B).

The section that follows, "Trade Area Analysis by Merchandise Category," details the initial and adjusted trade area calculations for all merchandise categories. The sections labeled "Analysis with Adjustments" lists the final estimate of sales generated by non-residents. A rationale for adjustments and conclusions is also included.

**Potential Sales** estimate the dollar amounts for purchases made by local residents *if* local residents spend as much as the average Minnesota resident.

Potential sales are calculated by the following formula:
(T ÷ PMn) x PB x (YHC ÷YMn) = Potential Sales

T = Total Minnesota taxable sales for a merchandise category

PMn = 2017 Population of Minnesota (5,577,487)

PB = 2017 Population of St. Louis Park (48,920)

YHC = Per capita income of Hennepin County resident ($71,067)

YMn = Per capita income of Minnesota resident ($54,359)

# TRADE AREA ANALYSIS BY MERCHANDISE CATEGORY

## Vehicles and Parts

### 2.3 percent of total taxable retail and service sales

The **11 businesses** in this retail category include repair parts, snowmobiles, boats, trailers, and recreational vehicles. *Sales of cars and other on-road vehicles are not included in this category since they are subject to a different tax.*

| | ($Millions) |
|---|---|
| Actual taxable sales | $21.66 |
| -Potential sales | $34.40 |
| = $ variance | ($12.75) |
| = as % of potential | -37.0% |

### Unadjusted Trade Area Analysis

| | |
|---|---|
| Potential taxable sales to residents | $34.40 |
| Surplus | ($12.75) |
| Total | $21.66 |
| Surplus percentage | -58.8% |

### Analysis with Adjustments

| | |
|---|---|
| Capture rate of St. Louis Park residents | 60% |
| Residents' $ share | $20.58 |
| Non-Residents' $ share | $1.08 |
| Total | $21.66 |
| Non-resident share per group | 5.0% |

### Analysis for Vehicles and Parts

The trade area analysis estimates that the city falls short of meeting potential sales. With strong evidence that residents are shopping outside of the community in this category, Extension set the non-resident share at a modest 5% of actual sales. The rationale for this modest 5% level is that it is unreasonable to assume that non-resident spending is zero even when a community experiences a net outflow of dollars in a category.

## Furniture Stores

### 2.9 percent of total taxable retail and service sales

These **26 stores** sell furniture, beds, carpeting, window coverings, lamps, china, kitchenware, and wood-burning stoves.

| | ($Millions) |
|---|---|
| Actual taxable sales | $26.88 |
| Potential sales | $17.34 |
| = $ variance | $9.54 |
| = as % of potential | 55.0% |

### Unadjusted Trade Area Analysis

| | |
|---|---|
| Potential sales to residents | $17.34 |
| Surplus | $9.54 |
| Total | $26.88 |
| Non-resident share per group | 35.5% |

### Analysis with Adjustments

| | |
|---|---|
| Capture Rate of St. Louis Park Residents | 85% |
| Residents' $ share | $14.78 |
| Non-Residents' $ share | $12.10 |
| Total | $26.88 |
| Non-resident share per group | 45.0% |

### Analysis for Furniture Stores

The data indicate that St. Louis Park is attracting a large contingent of non-residents with actual taxable sales $9.5 million above potential sales. Considering the nearby competition in close proximity such as the concentration of furniture stores in Edina, Extension increased the non-resident share to 45% up from 35.5%. This adjustment set the capture rate of St. Louis Park residents' spending down to a more reasonable 85%. This level account for residents' shopping in nearby communities while still conservatively estimating the non-resident spending in the city.

## Electronics and Appliances

### 8.6 percent of total taxable retail and service sales

These **23 establishments** primarily include household-type appliances, sewing machines, cameras, computers, and other electronic goods.

| | ($Millions) |
|---|---|
| Actual taxable sales | $80.23 |
| -Potential sales | $19.08 |
| = $ variance | $61.15 |
| = as % of potential | 320.6% |

#### Unadjusted Trade Area Analysis

| | |
|---|---|
| Potential sales to residents | $19.08 |
| Surplus | $61.15 |
| Total | $80.23 |
| Non-resident share per group | 76.2% |

#### Analysis with Adjustments

| | |
|---|---|
| Capture Rate of St. Louis Park Residents | 84% |
| Residents' $ share | $16.05 |
| Non-residents' $ share | $64.18 |
| Total | $80.23 |
| Non-resident share per group | 80.0% |

#### Analysis for Electronics and Appliances

Potential sales calculations suggest that the city brings in over three times more in taxable sales than expected based on the population of St. Louis Park and the per capita income of its residents. This surplus of 320% is extremely strong in comparison to other Minnesota communities. Key informant interviews informed Extension that the community does have some very popular stores in this category, yet not a Best Buy store. Certainly adjacent communities are pulling some portion of resident shopping outside of St. Louis Park. In this context, Extension increased the non-resident share to 80%, up from 76%.

## Building Materials

### 13.3 percent of total taxable retail and service sales

These **13 establishments** sell lumber, hardware, paint, wallpaper, tile, hardwood floors, roofing, fencing, ceiling fans, lawn equipment, and garden items.

| | ($Millions) |
|---|---|
| Actual taxable sales | $124.98 |
| Potential sales | $67.69 |
| = $ variance | $57.29 |
| = as % of potential | 84.6% |

#### Unadjusted Trade Area Analysis

| | |
|---|---|
| Potential sales to residents | $67.69 |
| Surplus | $57.29 |
| Total | $124.98 |
| Non-resident share per group | 45.8% |

#### Analysis with Adjustments

| | |
|---|---|
| Capture Rate of St. Louis Park Residents | 74% |
| Residents' $ share | $49.99 |
| Non-residents' $ share | $74.99 |
| Total | $124.98 |
| Non-resident share per group | 60.0% |

#### Analysis for Building Materials

Building materials is a strong category in St. Louis Park, accounting for over 13% of total retail sales. The collection of 13 establishments in this category are pulling in non-resident traffic with $57 million more in sales than expected. Extension increased the non-local resident spending to 60 percent of building material sales. This put the capture rate of St. Louis Park residents at 74% with the assumption that some sizable portion of sales leak to other communities in part because the community hosts a Home Depot, but not a Lowe's or Menards.

## Food and Groceries

### **18.4** percent of total taxable retail and service sales

The **29 stores** in this merchandise group include grocery stores, delis, bakeries, and butcher shops that sell food to be prepared at home. Liquor stores are also included in this group.

| | ($Millions) |
|---|---|
| Actual taxable sales | $172.57 |
| - Potential sales | $45.64 |
| = $ variance | $126.92 |
| = as % of potential | 278.1% |

#### Unadjusted Trade Area Analysis

| | |
|---|---|
| Potential sales to residents | $45.64 |
| Surplus | $126.92 |
| Total | $172.57 |
| Non-resident share per group | 73.6% |

#### Analysis with Adjustments

| | |
|---|---|
| Capture Rate of St. Louis Park Residents | 95% |
| Residents' $ share | $43.14 |
| Non-residents' $ share | $129.43 |
| Total | $172.57 |
| Non-resident share per group | 75.0% |

#### Analysis for Food and Groceries

The trade area analysis estimated a large surplus of nearly $127 million in the food and liquor category. Key informants suggested that this category was probably the strongest in the city, which is borne out in this analysis. The strong cluster of 29 stores serves to retain local residents and attract non-residents. In this context, Extension raised the non-resident share to 75%. This set the capture rate of St. Louis Park residents at 95% and allows for some modest out-shopping by residents.

## Health & Personal Items

### 1.0 percent of total taxable retail and service sales

Stores selling prescription drugs, food supplements, vision supplies, cosmetics, and hearing aids are among the **24 shops** included in this merchandise group.

| | ($Millions) |
|---|---|
| Actual taxable sales | $9.10 |
| Potential sales | $8.01 |
| = $ variance | $1.09 |
| = as % of potential | 13.7% |

#### Unadjusted Trade Area Analysis

| | |
|---|---|
| Potential sales to residents | $8.01 |
| Surplus | $1.09 |
| Total | $9.10 |
| Non-resident share per group | 12.0% |

#### Analysis with Adjustments

| | |
|---|---|
| Capture Rate of St. Louis Park Residents | 95% |
| Residents' $ share | $7.65 |
| Non-residents' $ share | $1.46 |
| Total | $9.10 |
| Non-resident share per group | 16.0% |

#### Analysis for Health and Personal Items

This is a minor category in St. Louis Park, accounting for only 1 percent of total taxable sales. Despite the size, this category does attract shoppers from outside the community with $1.1 million over the potential sales calculation. Extension set the non-resident share at 16 percent.

## Gas/Convenience Stores

### 0.4 percent of total taxable retail and service sales

This merchandise group covers **10 retailers** selling convenience items at a store that also sells fuel.

| | ($Millions) |
|---|---|
| Actual taxable sales | $4.09 |
| -Potential sales | $14.66 |
| = $ variance | ($10.57) |
| = as % of potential | -72.1% |

### Unadjusted Trade Area Analysis

| | |
|---|---|
| Potential sales to residents | $14.66 |
| Surplus | ($10.57) |
| Total | $4.09 |
| Non-resident share per group | -258.4% |

### Analysis with Adjustments

| | |
|---|---|
| Capture Rate of St. Louis Park Residents | 27% |
| Residents' $ share | $3.88 |
| Non-residents' $ share | $0.20 |
| Total | $4.09 |
| Non-resident share per group | 5.0% |

### Analysis for Gas Station/Convenience Stores

Like other categories with a deficit, Extension set the non-resident share at 5% of total taxable sales in this category. Clearly residents are shopping outside of the community in this category and key informants confirmed this.

## Apparel/Clothing

### 4.4 percent of total taxable retail and service sales

This merchandise group includes **54 stores** selling new clothing and accessories, jewelry, shoes, bridal items, clocks, and luggage.

| | ($Millions) |
|---|---|
| Actual taxable sales | $41.35 |
| Potential sales | $11.02 |
| = $ variance | $30.33 |
| = as % of potential | 275.3% |

#### Unadjusted Trade Area Analysis

| | |
|---|---|
| Potential sales to residents | $11.02 |
| Surplus | $30.33 |
| Total | $41.35 |
| Non-resident share per group | 73.4% |

#### Analysis with Adjustments

| | |
|---|---|
| Capture Rate of St. Louis Park Residents | 94% |
| Residents' $ share | $10.34 |
| Non-residents' $ share | $31.01 |
| Total | $41.35 |
| Non-resident share per group | 75.0% |

#### Analysis for Apparel/Clothing

Although not a large category (4.4% of taxable sales), clothing is obviously attracting shoppers from outside of the community with almost 3 times the amount of taxable sales than Extension's potential sales calculation. Extension raised the non-resident share to 75% which set the capture rate of St. Louis Park residents' spending at 94%.

## Leisure Goods

### 1.1 percent of total taxable retail and service sales

The **27 firms** in this merchandise group sell sporting goods, books, music, hobby items, fabrics, and toys.

| | ($Millions) |
|---|---|
| Actual taxable sales | $10.25 |
| Potential sales | $13.37 |
| = $ variance | ($3.12) |
| = as % of potential | -23.4% |

### Unadjusted Trade Area Analysis

| | |
|---|---|
| Potential sales to residents | $13.37 |
| Surplus | ($3.12) |
| Total | $10.25 |
| Non-resident share per group | -30.5% |

### Analysis with Adjustments

| | |
|---|---|
| Capture Rate of St. Louis Park Residents | 73% |
| Residents' $ share | $9.74 |
| Non-Residents' $ share | $0.51 |
| Total | $10.25 |
| Non-resident share per group | 5.0% |

### Analysis for Leisure Goods

Like other categories with a deficit, Extension set the non-resident share at 5% of total taxable sales in this category.

## General Merchandise Stores

### 9.8 percent of total taxable retail and service sales

The **11 stores** in this category sell general merchandise and are unique because they have the equipment and staff needed to sell a large variety of goods from a single location. This includes department stores, superstores, dollar stores, and variety stores.

| | ($Millions) |
|---|---|
| Actual taxable sales | $91.67 |
| potential sales | $66.38 |
| = $ variance | $25.29 |
| = as % of potential | 38.1% |

### Unadjusted Trade Area Analysis

| | |
|---|---|
| Potential sales to residents | $66.38 |
| Surplus | $25.29 |
| Total | $91.67 |
| Non-resident share per group | 27.6% |

### Analysis with Adjustments

| | |
|---|---|
| Capture Rate of St. Louis Park Residents | 80% |
| Residents' $ share | $53.17 |
| Non-Residents' $ share | $38.50 |
| Total | $91.67 |
| Non-resident share per group | 42.0% |

### Analysis for General Merchandise Stores

With only 11 stores in this category dominated by large big box stores, St. Louis Park is clearly pulling in a fair amount of sales in this category. According to the trade area analysis, St. Louis Park general merchandise stores brought in $25 million more in taxable sales than expected. This would mean that 28% of all taxable sales would come from outside the community. Extension set the non-resident share of sales at 42% to account for St. Louis Park residents shopping in nearby competing retail centers. For example, St. Louis Park does not have a Wal-Mart, and, although key informants suggested that St. Louis Park residents are not Wal-Mart shoppers in general, one could reasonably conclude that this important retailer alone is drawing some sales outside of the community. Residents who work outside the community (Figure 1) also reasonably pick up some goods in this convenience category near their place of work.

## Miscellaneous Retail

### 2.6 percent of total taxable retail and service sales

**70 establishments** are part of this group, including florists, used merchandise stores, pet supply stores, and other retailers.

| | ($Millions) |
|---|---|
| Actual taxable sales | $24.14 |
| Potential sales | $18.14 |
| = $ variance | $6.00 |
| = as % of potential | 33.1% |

#### Unadjusted Trade Area Analysis

| | |
|---|---|
| Potential sales to residents | $18.14 |
| Surplus | $6.00 |
| Total | $24.14 |
| Non-resident share per group | 24.9% |

#### Analysis with Adjustments

| | |
|---|---|
| Capture Rate of St. Louis Park Residents | 97% |
| Residents' $ share | $17.62 |
| Non-residents' $ share | $6.52 |
| Total | $24.14 |
| Non-resident share per group | 27.0% |

#### Analysis for Miscellaneous Retail

The category currently brings in $6 million more in taxable sales than one would expect. As a category with a wide mix of retail types and not a clear reason for a strong adjustment, Extension set the resident capture rate at 97% and the non-resident share at 27%.

## Amusement and Recreation

### 3.0 percent of total taxable retail and service sales

The **25 establishment**s in this group include casinos, bowling lanes, water parks, amusement parks, arcades, bingo halls, golf courses, ski slopes, marinas, dance or fitness centers, recreational clubs, ice rinks, swimming pools, roller rinks, etc.

| | ($Millions) |
|---|---|
| Actual taxable sales | $27.95 |
| Potential sales | $19.69 |
| = $ variance | $8.26 |
| = as % of potential | 41.9% |

#### Unadjusted Trade Area Analysis

| | |
|---|---|
| Potential sales to residents | $19.69 |
| Surplus | $8.26 |
| Total | $27.95 |
| Non-resident share per group | 29.5% |

#### Analysis with Adjustments

| | |
|---|---|
| Capture Rate of St. Louis Park Residents | 92% |
| Residents' $ share | $18.17 |
| Non-residents' $ share | $9.78 |
| Total | $27.95 |
| Non-resident share per group | 35.0% |

#### Analysis for Amusement and Recreation

The 25 establishments in this relatively small category are bringing in $8 million more than the potential sales calculation. Since key informants suggested that residents are attracted to other communities for amusement and entertainment, Extension adjusted the non-resident share to 35%, up from 30%.

## Accommodations

## 3.1 percent of total taxable retail and service sales

These **5 businesses** provide lodging or short-term accommodations for travelers, vacationers, and others. Included are hotels, motels, lodges, bed & breakfasts, campgrounds, fraternities, boarding houses, and dormitories.

| | ($Millions) |
|---|---|
| Actual taxable sales | $29.37 |
| Potential sales | $25.88 |
| = $ variance | $3.49 |
| = as % of potential | 13.5% |

### Unadjusted Trade Area Analysis

| | |
|---|---|
| Potential sales to residents | $25.88 |
| Surplus | $3.49 |
| Total | $29.37 |
| Non-resident share per group | 11.9% |

### Analysis with Adjustments

| | |
|---|---|
| Capture Rate of St. Louis Park Residents | 11% |
| Residents' $ share | $2.94 |
| Non-residents' $ share | $26.43 |
| Total | $29.37 |
| Non-resident share per group | 90.0% |

### Analysis for Accommodations

Logically, a significant percentage of lodging sales are from non-residents visiting the area or staying overnight for business or vacation. In keeping with past LOST analysis, Extension set the non-resident share at 90% of sales to allow for resident spending for events, facility charges, and 'staycations.'

## Eating/Drinking Establishments

### 13.0 percent of total taxable retail and service sales

These **93 businesses** sell food at full-service or limited-service establishments. The group includes cafeterias, bagel shops, ice cream parlors, snack bars, food service contractors, caterers, lunch wagons, and street vendors. It also includes bars, taverns, and nightclubs.

| | ($Millions) |
|---|---|
| Actual taxable sales | $121.88 |
| Potential sales | $107.06 |
| = $ variance | $14.82 |
| = as % of potential | 13.8% |

#### Unadjusted Trade Area Analysis

| | |
|---|---|
| Potential sales to residents | $107.06 |
| Surplus | $14.82 |
| Total | $121.88 |
| Non-resident share per group | 12.2% |

#### Analysis with Adjustments

| | |
|---|---|
| Capture Rate of St. Louis Park Residents | 74% |
| Residents' $ share | $79.22 |
| Non-residents' $ share | $42.66 |
| Total | $121.88 |
| Non-resident share per group | 35.0% |

#### Analysis for Eating/Drinking Establishments

The eating and drinking category—which includes all bars, restaurants, and other food service—is a significant category with $122 million in taxable sales. St. Louis Park pulls in 14 percent more sales to the city than expected. If this $15 million in surplus sales were assumed to be from non-residents, one would set the non-resident share of sales at 12 percent. Key informants suggested that this category in particular pulls residents to other communities to seek other dining options or simply a 'change of scenery' with many other dining options in close proximity. With this context, Extension set the non-resident share at 35%, up from 12%. This adjustment left the St. Louis Park capture rate at 74%.

## Repair and Maintenance

### 1.3 percent of total taxable retail and service sales

The **51 stores** in this group restore machinery, equipment, and other products. The group does not include plumbing or electrical repair services but does encompass auto repair, cameras, televisions, computers, copiers, appliances, lawn mowers, specialized equipment, small engines, furniture, shoes, guns, etc.

| | ($Millions) |
|---|---|
| Actual taxable sales | $12.04 |
| Potential sales | $16.11 |
| = $ variance | ($4.07) |
| = as % of potential | -25.3% |

#### Unadjusted Trade Area Analysis

| | |
|---|---|
| Potential sales to residents | $16.11 |
| Surplus | ($4.07) |
| Total | $12.04 |
| Non-resident share per group | -33.8% |

#### Analysis with Adjustments

| | |
|---|---|
| Capture Rate of St. Louis Park Residents | 71% |
| Residents' $ share | $11.44 |
| Non-residents' $ share | $0.60 |
| Total | $12.04 |
| Non-resident share per group | 5.0% |

#### Analysis for Repair and Maintenance

Like other categories with a deficit, Extension set the non-resident share at 5% of total taxable sales in this category.

## Personal Services/Laundry

1.5 percent of total taxable retail and service sales

The **110 stores** in this merchandise group include barber shops and beauty parlors, death care services, laundry and dry-cleaning services, and a wide range of other personal services, such as pet care (except veterinary), photofinishing, temporary parking, and dating services.

| | ($Millions) |
|---|---|
| Actual taxable sales | $13.69 |
| Potential Sales | $10.26 |
| =$ variance | $3.43 |
| = as % of potential | 33.5% |

### Unadjusted Trade Area Analysis

| | |
|---|---|
| Potential sales to residents | $10.26 |
| Surplus | $3.43 |
| Total | $13.69 |
| Non-resident share per group | 25.1% |

### Analysis with Adjustments

| | |
|---|---|
| Capture Rate of St. Louis Park Residents | 97% |
| Residents' $ share | $9.99 |
| Non-residents' $ share | $3.70 |
| Total | $13.69 |
| Non-resident share per group | 27.0% |

### Analysis for Personal Services/Laundry

This category includes businesses which typically serve a local market such as barbers, hair salons, and dry-cleaning operations. Extension modestly increased the non-resident share to 27%, up from 25%.

## Retail (non-store) and Other Services

This section includes taxable sales attributed to North American Industrial Classification System categories 511-813 released by MN Revenue.

| | ($Millions) |
|---|---|
| Actual taxable sales | $124.88 |
| % of total taxable retail and service sales In St. Louis Park | 13.3% |

### Analysis with Adjustments

| | ($Millions) |
|---|---|
| Residents' $ share | $62.44 |
| Non-residents' $ share | $62.44 |
| Total | $124.88 |
| Non-resident share per group | 50% |

### Analysis for Retail and Other Services

This group includes non-store retailers (such as direct selling operations), healthcare, waste management, rental/lease services, administrative support, and the performing arts. Some of these categories serve primarily a local market, whereas categories like 541 (professional and technical services) serve a non-local market. This mix of business types is too diverse to run a trade area analysis, but Extension conservatively assumes an aggregate 50 percent of these sales are to non-resident customers. The categories of sales are highlighted below:

| Category | Taxable Sales |
|---|---|
| 454 RETL -NONSTORE RETAILERS | $16,240,886 |
| 511 INFO -PUBLISHING INDUSTRY | $196,023 |
| 512 INFO -MOVIES, MUSIC IND | $9,930,100 |
| 517 INFO -TELECOMMUNICATIONS | $10,776,115 |
| 518 INFO -INTERNET SERVICE | $41,411 |
| 519 INFO -OTHER SERVICES | $668,378 |
| 522 CREDIT INTERMEDIATION | $6,009 |
| 523 SECURITIES, COMMODITIES | $10,137 |
| 524 INSURANCE CARRIERS | $21,095 |
| 531 REAL ESTATE | $1,217,211 |
| 532 RENTAL, LEASING SERVICES | $19,729,613 |
| 541 PROF,SCIENTIFIC,TECH SERV | $35,857,408 |
| 551 MGMT OF COMPANIES | $7,498 |
| 561 ADMIN, SUPPORT SERVICES | $26,077,494 |
| 611 EDUCATIONAL SERVICES | $251,162 |
| 621 HEALTH -AMBULATORY CARE | $2,795,912 |
| 623 HEALTH -NURSING,HOME CARE | $95,764 |
| 624 HEALTH -SOCIAL ASSISTANCE | $25,599 |
| 711 PERF ART, SPECTATOR SPRTS | $239,137 |

## Construction, Manufacturing, Wholesale Operations, Transportation, and Sales Suppressed for Business Confidentiality

A diverse mix of businesses fall into these non-retail categories and a portion of sales are within a suppressed or non-disclosed subcategory. These industries and services generate $158 million in taxable sales, or about 14% of total taxable sales in St. Louis Park. A significant portion of this amount would be subject to any new sales taxes, including a local option sales tax.

This category includes utilities since their sales are not broken out in the sales tax report. Utilities serve a local market and are subject to a local option sales tax. The diversity of firm types included in this category makes it difficult to understand the customer mix of these businesses; however Extension broke out each known subcategory and assigned assumptions:

| Subcategory | 2017 taxable sales | Non-local estimate |
|---|---|---|
| Construction | $5,884,656 | 50% |
| Manufacturing | $7,484,130 | 90% |
| Wholesale | $134,054,550 | 60% |
| Transportation | $2,040,989 | 60% |
| Undesignated | $8,721,731 | 30% |

Extension estimated that overall 60 percent of sales are to non-residents. The analysis assumes that some subcategories such as manufacturing sell primarily (90%) to non-resident customers, whereas subcategories like construction split their sales between resident and non-resident customers. Extension set the undesignated category at 30% since the category must include utilities, which are very local.

| | ($Millions) |
|---|---|
| Residents' $ share | $63.27 |
| Non-residents $ share | $94.91 |
| Total | $158.19 |
| Non-resident share | 60% |

# APPENDIX A: RESEARCH ON THE EFFECTS OF LOCAL OPTION SALES TAX

Policymakers are understandably concerned that enacting a local sales tax will result in a loss of consumer purchases to neighboring communities that have not adopted the tax.

The Minnesota Department of Revenue records the tax collected from a set of Minnesota jurisdictions that have had a local sales or use tax in effect for at least eight years. Most of these cities show continued sales growth. A comparison that includes eleven Minnesota cities that have adopted a .5 percent local option sales tax is offered below (see Figures 5, 6, 7, and 8). None of the example communities are in the Twin Cities metro, however, which limits the comparison value.

Policy makers must determine the best allowable method to raise revenue from a variety of options. One option is raising property taxes, which is not directly related to a household's current income and raises the financial burden of low-income or retired homeowners. Sales taxes raise revenues based on household expenditures, which excludes the basic necessities of food and clothing. However, since a sales tax raises revenues from non-residents who shop in St. Louis Park, resident contributions to tax revenues are significantly lower than a tax generated exclusively by local residents, such as a property tax. Policymakers must carefully consider these and other factors before making a decision about enacting a local sales tax.

**Figure 5: Taxable retail and service sales by communities that began collecting a local option sales tax between 1999-2006**

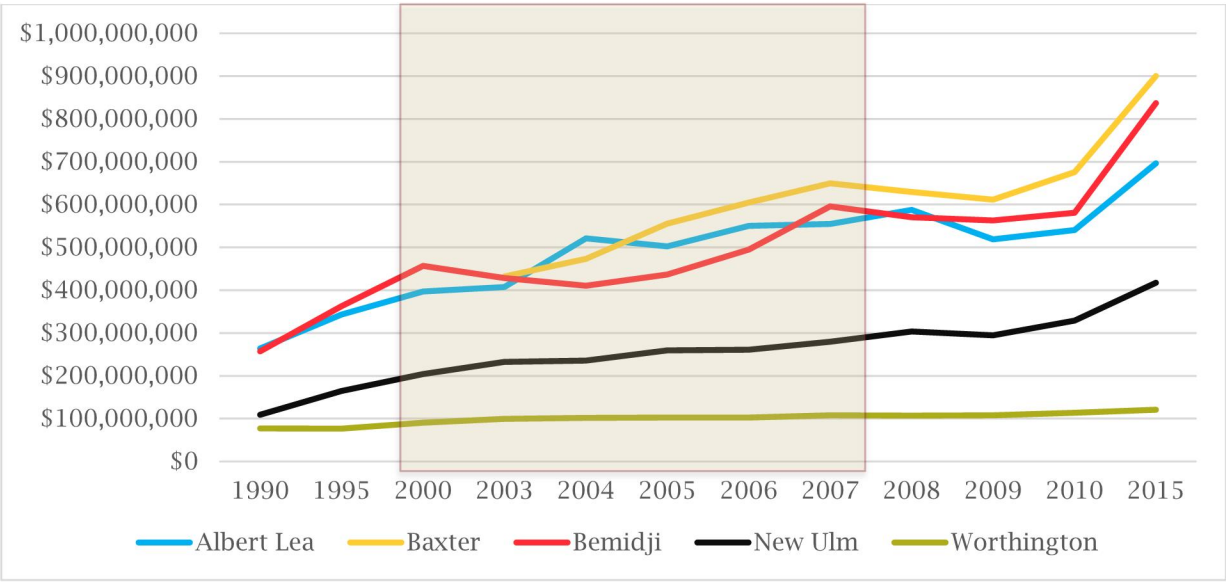



**Figure 6: Data table for example communities, taxable retail and service sales (in millions)**

| Town Name | 2015 Population | Year LOST | 90 | 95 | 00 | 03 | 04 | 05 | 06 | 07 | 08 | 09 | 10 | 15 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| *Albert Lea* | 18,356 | 2006 | $264 | $344 | $397 | $407 | $521 | $502 | $551 | $555 | $588 | $519 | $541 | $696 |
| *Baxter* | 8,065 | 2006 | | | | $432 | $473 | $556 | $605 | $650 | $630 | $612 | $676 | $900 |
| *Bemidji* | 11,917 | 2005 | $257 | $362 | $457 | $428 | $410 | $437 | $495 | $596 | $570 | $563 | $581 | $837 |
| *New Ulm* | 13,594 | 1999 | $109 | $165 | $204 | $233 | $236 | $259 | $261 | $280 | $303 | $295 | $329 | $417 |
| *Worthington* | 11,283 | 2005 | $77 | $77 | $91 | $99 | $102 | $103 | $103 | $108 | $107 | $108 | $114 | $121 |

**Figure 7: Taxable retail and service sales by communities that began collecting a local option sales tax between 2011- 2012**

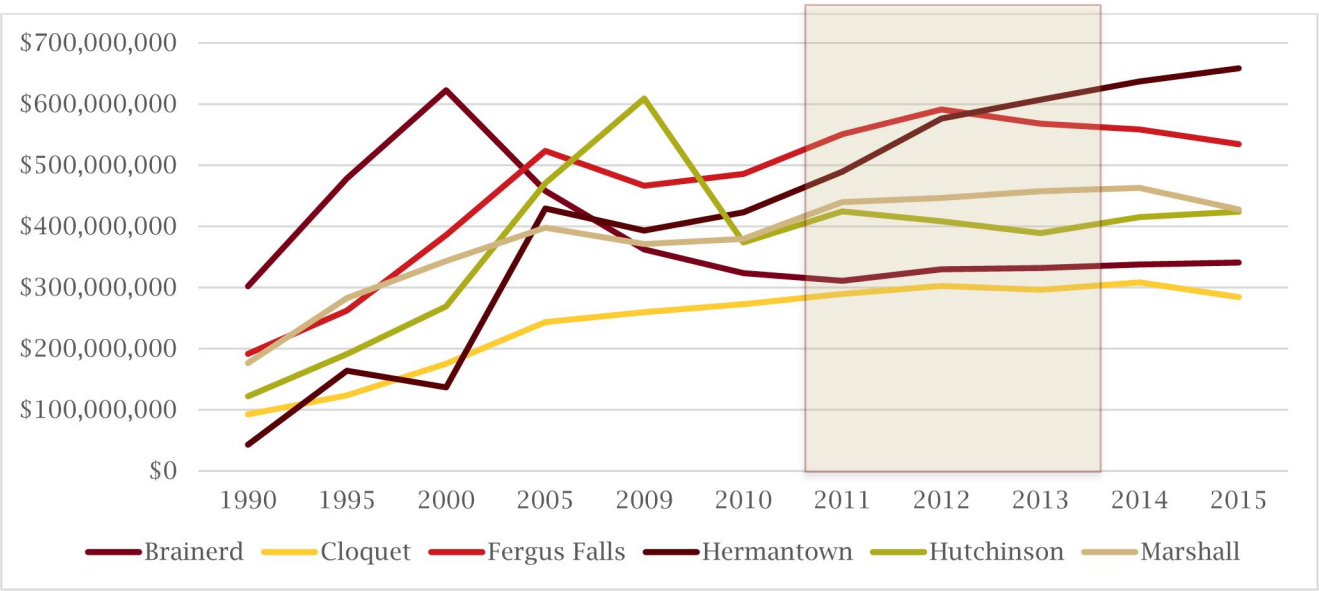



**Figure 8: Data table for example communities, taxable retail and service sales (in millions)**

| Town Name | 2015 Pop | Year LOST | 90 | 95 | 00 | 05 | 09 | 10 | 11 | 12 | 13 | 14 | 15 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| *Brainerd* | 13,178 | 2011 | $302 | $479 | $623 | $458 | $362 | $324 | $311 | $330 | $332 | $338 | $341 |
| *Cloquet* | 11,201 | 2011 | $93 | $124 | $175 | $244 | $260 | $273 | $290 | $303 | $296 | $308 | $284 |
| *Fergus Falls* | 13,471 | 2011 | $192 | $263 | $386 | $523 | $467 | $486 | $551 | $591 | $568 | $558 | $534 |
| *Hermantown* | 7,448 | 1996 - increase 2012 | $43 | $164 | $137 | $430 | $393 | $423 | $489 | $576 | $607 | $637 | $659 |
| *Hutchinson* | 13,080 | 2011 | $122 | $191 | $269 | $471 | $609 | $374 | $425 | $409 | $389 | $415 | $424 |
| *Marshall* | 12,735 | 2011 | $176 | $283 | $343 | $398 | $371 | $380 | $440 | $447 | $457 | $463 | $428 |

# APPENDIX B: DEFINITIONS OF TERMS

**Gross Sales**
Gross sales include taxable sales and exempt businesses with sales and use tax permits. This is the most inclusive indicator of business activity for the reporting jurisdictions, but it can be misleading when used in comparisons. At times, non-taxable commodity items (e.g., gasoline) can have large price variations, creating huge swings in gross sales.

**Taxable Sales**
Taxable sales are those sales subject to sales tax. Taxable sales exclude exempt items, items sold for resale, items sold for exempt purposes, and items sold to exempt organizations. For the purpose of this study, taxable sales were the focus of the analysis. For more information on what is taxed in Minnesota, see the "Minnesota Sales and Use Tax Instruction Booklet" available at http://www.revenue.state.mn.us/Forms_and_Instructions/sales_tax_booklet.pdf

**Taxable Retail and Service Sales**
In this study and other retail trade analyses conducted by University of Minnesota Extension, the term “taxable retail and service sales” refers to the North American Industry Classification System (NAICS) numbers of 441 to 454 (retail) and 511 to 812 (most service industries) released by the Minnesota Department of Revenue for a geographic area.

**Current and Constant Dollar Sales**
Current dollar (or “nominal dollar”) sales are those reported by the state. No adjustment has been made for price inflation. In general, this measure of sales is not satisfactory for comparisons over long periods of time since it does not account for changes in population, inflation, or the state's economy. Constant dollar (or “real dollar”) sales reflect changes in price inflation by adjusting current dollar sales according to the Consumer Price Index (CPI). Constant dollar sales indicate the real sales level with respect to a base year. This is a more realistic method of evaluating sales over time than current dollar comparisons, but it still does not take into consideration changes in population or the state’s economy.

**Number of Businesses**
The number of sales and use tax permit holders who filed one or more tax returns for the year.

**Index of Income**
This index provides a relative measure of income, calculated by dividing local per capita income by state per capita income. The base is 1.00. For example, a 1.20 index of income indicates that per capita income in the area is 20 percent above the state average.

**Potential Sales**
Potential sales are an estimate of the amount of money spent on retail goods and services by residents of a county or city. It is the product of city of county population, state per capita sales, and the index of income (based on the county personal per capita income). Potential sales for counties is similar to expected sales for cities. Potential sales, however, do not utilize a measure of average pulling power (like the typical pull factor used in the expected sales equation).

**Actual Sales**
For this study, the Minnesota Department of Revenue’s 2016 sales data for City of St. Louis Park provides the actual sales numbers used.

### Variance between Actual and Potential Sales

The variance between actual and expected sales is the difference in sales from the "norm" (i.e., the amount above or below the standard established by the expected sales formula). When actual sales exceed expected sales, the county has a "surplus" of retail sales. When actual sales fall short of expected sales, the county has a retail sales "leakage." Discrepancies between expected and actual sales occur for a variety of reasons. For this study, we use potential sales per merchandise group to create a first-cut estimate of residents' purchase activities.

## Cautions

### Gross Sales

Gross sales are a comprehensive measure of business activity, but it should be noted the numbers in this report are self-reported. Furthermore, gross sales are not audited by the State of Minnesota. It is believed gross sales figures are generally reliable, but there is the possibility of distortions, especially in smaller cities where misreporting may have occurred.

### Misclassification

Holders of sales and use tax permits select the North American Industry Classification System (NAICS) category that best fits their business. All sales reported by a business is attributed to that selected NAICS category. Regardless of who makes this classification, errors are occasionally made. Also, sometimes a business will start out as one type but evolve over time to a considerably different type. Misclassifications can distort sales among business categories, especially in smaller cities. For example, a furniture store that is classified as a general merchandise store will under-report sales in the furniture store category and over-report sales in the general merchandise category.

### Suppressed Data

The sales data for merchandise categories that have less than four reporting firms are not reported. This is a measure taken by most states to protect the confidentiality of sales tax permit holders. Sales for suppressed retail categories are placed into the miscellaneous retail category (NAICS 999) and included in total sales but not total sales of a typical retail trade analysis. For this report, however, all taxable sales—including NAICS 999—are part of calculating the amount of special taxes collected.

### Consolidated Reporting

Vendors with more than one location in Minnesota have the option of filing a separate return for each location or filing one consolidated return for all locations. The consolidated return shows sales made, tax due, and location by city and county for each business. Data for consolidated filers are combined with data for single-location filers to produce the figures in this report. Occasionally, consolidated reports may not be properly deconstructed, and all sales for a company may be reported for one town or city. Whenever misreporting is discovered, the Minnesota Department of Revenue is contacted to clarify the situation.

# City of Brooklyn Center

*Projected Annual Revenue From Local Sales Tax*

*October 8, 2021*

| Tax Collection Year | Taxable Retail Sales[1] | (less) Motor Vehicle Sales[1] | Net Taxable Retail Sales | Annual Sales Tax Revenue 0.25% | 0.50% | 1.00% |
|---|---|---|---|---|---|---|
| 2016 | $529,015,259 | ($32,957,619) | $496,057,640 | $1,240,144 | $2,480,288 | $4,960,576 |
| 2017 | $534,014,370 | ($34,669,949) | $499,344,421 | $1,248,361 | $2,496,722 | $4,993,444 |
| 2018 | $538,805,339 | ($36,949,720) | $501,855,619 | $1,254,639 | $2,509,278 | $5,018,556 |
| 2019 | $548,253,921 | ($43,062,535) | $505,191,386 | $1,262,978 | $2,525,957 | $5,051,914 |
| 2020 | $553,736,460 | ($43,493,160) | $510,243,300 | $1,275,608 | $2,551,216 | $5,102,433 |
| 2021 | $559,273,825 | ($43,928,092) | $515,345,733 | $1,288,364 | $2,576,729 | $5,153,457 |
| **Debt Potential[2]** | | | | **$21,000,000** | **$42,000,000** | **$84,000,000** |

[1] Source: Minnesota Department of Revenue

[2] Assumes 2% interest for 20 years

Shaded area indicates projections assuming 1% inflation from 2019

# City of Brooklyn Center

*Estimated Resident Impact - Local Sales Tax*

*October 8, 2021*

| | State of Minnesota | | | Brooklyn Center | Annual Sales Tax Impact | | |
|---|---|---|---|---|---|---|---|
| 2023 Income Decile[1] | Households[1] | Individual sales tax[1] | MN Household Avg. Sales Tax[1] | Taxable Purchases per household[2] | 0.25% | 0.50% | 1.00% |
| $46,141 & Under | 1,146,606 | $716,475,000 | $625 | $6,228 | $16 | $31 | $62 |
| **$46,142 - $71,065** | **496,818** | **$462,995,000** | **$932** | **$9,288** | **$23** | **$46** | **$93** |
| $71,066 - $96,948 | 345,259 | $428,869,000 | $1,242 | $12,380 | $31 | $62 | $124 |
| $96,949 - $123,344 | 261,738 | $408,330,000 | $1,560 | $15,549 | $39 | $78 | $155 |
| $123,345 - 154,705 | 208,560 | $381,351,000 | $1,828 | $18,224 | $46 | $91 | $182 |
| $154,706 - $198,962 | 164,830 | $355,235,000 | $2,155 | $21,480 | $54 | $107 | $215 |
| $198,963 - $276,331 | 123,739 | $322,354,000 | $2,605 | $25,965 | $65 | $130 | $260 |
| $276,332 - $417,188 | 82,452 | $283,224,000 | $3,435 | $34,236 | $86 | $171 | $342 |
| $471,189 - $1,188,381 | 41,719 | $230,612,000 | $5,528 | $55,094 | $138 | $275 | $551 |
| $1,188,382 and over | 9,173 | $170,626,000 | $18,601 | $185,391 | $463 | $927 | $1,854 |
| | **2,880,894** | **3,760,071,000** | | | | | |

[1]Source: Minnesota Department of Revenue 2021 Tax incidence Study - 2023 Income Deciles - Effective Tax Rates table 4-3

[2]Assumes Owatonna Study Methodology - 75% of taxable purchases by Brooklyn Center residents are within the City ($7.525% sales tax rate)
Median Household Income for Brooklyn Center: $59,550 - American Community Survey 2019 Estimate

# *City of Brooklyn Center, Minnesota*

***Estimated Tax Impact***

***October 8, 2021***

| BOND ISSUANCE INFORMATION | |
|---|---|
| Bond Issue Amount | $21,000,000 |
| Number of Years | 20 |
| Average Interest Rate | 2.54% |
| Estimated Bond Rating | S&P AA |
| **PROPERTY TAX INFORMATION** | |
| Actual Net Tax Capacity - Payable 2021 | $22,044,844 |
| Debt Levy @ 105% - Average | 1,433,589 |
| Estimated Tax Capacity Rate: | |
| Payable - 2021 Without Proposed Bonds | 64.740% |
| Payable - 2021 With Proposed Bonds | 71.243% |
| Estimated Tax Rate Increase | 6.503% |

**TAX IMPACT ANALYSIS**

| Type of Property | Estimated Market Value | Market Value Exclusion | Taxable Market Value | Current City Tax | Proposed Tax Increase* | Proposed City Tax |
|---|---|---|---|---|---|---|
| Residential Homestead | $ 50,000 | $ 20,000 | $ 30,000 | $ 194.22 | **$ 19.51** | $ 213.73 |
| | 75,000 | 30,000 | 45,000 | 291.33 | **29.26** | 320.59 |
| | 100,000 | 28,240 | 71,760 | 464.57 | **46.67** | 511.24 |
| | 125,000 | 25,990 | 99,010 | 640.99 | **64.39** | 705.38 |
| | 150,000 | 23,740 | 126,260 | 817.41 | **82.11** | 899.51 |
| | 175,000 | 21,490 | 153,510 | 993.82 | **99.83** | 1,093.65 |
| | 200,000 | 19,240 | 180,760 | 1,170.24 | **117.55** | 1,287.79 |
| | 223,000 | 17,170 | 205,830 | 1,332.54 | **133.85** | 1,466.40 |
| | 250,000 | 14,740 | 235,260 | 1,523.07 | **152.99** | 1,676.06 |
| | 300,000 | 10,240 | 289,760 | 1,875.91 | **188.43** | 2,064.34 |
| Commercial/Industrial | $ 100,000 | $ - | $ 100,000 | $ 594.29 | **$ 59.70** | $ 653.99 |
| | 200,000 | - | 200,000 | 1,287.63 | **129.34** | 1,416.97 |
| | 300,000 | - | 300,000 | 2,080.02 | **208.94** | 2,288.96 |
| | 400,000 | - | 400,000 | 2,872.41 | **288.53** | 3,160.94 |
| | 500,000 | - | 500,000 | 3,664.80 | **368.12** | 4,032.92 |
| | 1,000,000 | - | 1,000,000 | 7,626.75 | **766.10** | 8,392.84 |
| Apartments (4 or more units) | $ 200,000 | $ - | $ 200,000 | $ 1,618.50 | **$ 162.58** | $ 1,781.08 |
| | 300,000 | - | 300,000 | 2,427.75 | **243.86** | 2,671.61 |
| | 500,000 | - | 500,000 | 4,046.25 | **406.44** | 4,452.69 |

** The figures in the table are based on taxes for new bonded debt only, and do not include tax levies for other purposes. Tax increases shown above are gross increases, not including the impact of the state Property Tax Refund ("Circuit Breaker") program. Many owners of homestead property will qualify for a refund, based on their income and total property taxes. This will decrease the net tax effect of the bond issue for many*



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# *City of Brooklyn Center, Minnesota*

***Estimated Tax Impact***

***October 8, 2021***

| BOND ISSUANCE INFORMATION | |
|---|---|
| Bond Issue Amount | $42,000,000 |
| Number of Years | 20 |
| Average Interest Rate | 2.54% |
| Estimated Bond Rating | S&P AA |
| **PROPERTY TAX INFORMATION** | |
| Actual Net Tax Capacity - Payable 2021 | $22,044,844 |
| Debt Levy @ 105% - Average | 2,867,099 |
| Estimated Tax Capacity Rate: | |
| Payable - 2021 Without Proposed Bonds | 64.740% |
| Payable - 2021 With Proposed Bonds | 77.746% |
| Estimated Tax Rate Increase | 13.006% |

**TAX IMPACT ANALYSIS**

| Type of Property | Estimated Market Value | Market Value Exclusion | Taxable Market Value | Current City Tax | Proposed Tax Increase* | Proposed City Tax |
|---|---|---|---|---|---|---|
| Residential Homestead | $ 50,000 | $ 20,000 | $ 30,000 | $ 194.22 | **$ 39.02** | $ 233.24 |
| | 75,000 | 30,000 | 45,000 | 291.33 | **58.53** | 349.86 |
| | 100,000 | 28,240 | 71,760 | 464.57 | **93.33** | 557.90 |
| | 125,000 | 25,990 | 99,010 | 640.99 | **128.77** | 769.76 |
| | 150,000 | 23,740 | 126,260 | 817.41 | **164.21** | 981.62 |
| | 175,000 | 21,490 | 153,510 | 993.82 | **199.65** | 1,193.48 |
| | 200,000 | 19,240 | 180,760 | 1,170.24 | **235.09** | 1,405.33 |
| | 223,000 | 17,170 | 205,830 | 1,332.54 | **267.70** | 1,600.24 |
| | 250,000 | 14,740 | 235,260 | 1,523.07 | **305.97** | 1,829.05 |
| | 300,000 | 10,240 | 289,760 | 1,875.91 | **376.85** | 2,252.76 |
| Commercial/Industrial | $ 100,000 | $ - | $ 100,000 | $ 594.29 | **$ 119.39** | $ 713.68 |
| | 200,000 | - | 200,000 | 1,287.63 | **258.68** | 1,546.31 |
| | 300,000 | - | 300,000 | 2,080.02 | **417.86** | 2,497.88 |
| | 400,000 | - | 400,000 | 2,872.41 | **577.04** | 3,449.46 |
| | 500,000 | - | 500,000 | 3,664.80 | **736.23** | 4,401.03 |
| | 1,000,000 | - | 1,000,000 | 7,626.75 | **1,532.15** | 9,158.90 |
| Apartments (4 or more units) | $ 200,000 | $ - | $ 200,000 | $ 1,618.50 | **$ 325.14** | $ 1,943.64 |
| | 300,000 | - | 300,000 | 2,427.75 | **487.72** | 2,915.47 |
| | 500,000 | - | 500,000 | 4,046.25 | **812.86** | 4,859.11 |

** The figures in the table are based on taxes for new bonded debt only, and do not include tax levies for other purposes. Tax increases shown above are gross increases, not including the impact of the state Property Tax Refund ("Circuit Breaker") program. Many owners of homestead property will qualify for a refund, based on their income and total property taxes. This will decrease the net tax effect of the bond issue for many*



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# *City of Brooklyn Center, Minnesota*

***Estimated Tax Impact***

***October 8, 2021***

| BOND ISSUANCE INFORMATION | |
|---|---|
| Bond Issue Amount | $84,000,000 |
| Number of Years | 20 |
| Average Interest Rate | 2.54% |
| Estimated Bond Rating | S&P |
| | AA |
| **PROPERTY TAX INFORMATION** | |
| Actual Net Tax Capacity - Payable 2021 | $22,044,844 |
| Debt Levy @ 105% - Average | 5,734,198 |
| | |
| Estimated Tax Capacity Rate: | |
| Payable - 2021 Without Proposed Bonds | 64.740% |
| Payable - 2021 With Proposed Bonds | 90.752% |
| Estimated Tax Rate Increase | 26.012% |

**TAX IMPACT ANALYSIS**

| Type of Property | Estimated Market Value | Market Value Exclusion | Taxable Market Value | Current City Tax | Proposed Tax Increase* | Proposed City Tax |
|---|---|---|---|---|---|---|
| Residential Homestead | $ 50,000 | $ 20,000 | $ 30,000 | $ 194.22 | **$ 78.03** | $ 272.25 |
| | 75,000 | 30,000 | 45,000 | 291.33 | **117.05** | 408.38 |
| | 100,000 | 28,240 | 71,760 | 464.57 | **186.66** | 651.23 |
| | 125,000 | 25,990 | 99,010 | 640.99 | **257.54** | 898.53 |
| | 150,000 | 23,740 | 126,260 | 817.41 | **328.42** | 1,145.83 |
| | 175,000 | 21,490 | 153,510 | 993.82 | **399.30** | 1,393.13 |
| | 200,000 | 19,240 | 180,760 | 1,170.24 | **470.18** | 1,640.42 |
| | 223,000 | 17,170 | 205,830 | 1,332.54 | **535.40** | 1,867.94 |
| | 250,000 | 14,740 | 235,260 | 1,523.07 | **611.95** | 2,135.02 |
| | 300,000 | 10,240 | 289,760 | 1,875.91 | **753.71** | 2,629.62 |
| Commercial/Industrial | $ 100,000 | $ - | $ 100,000 | $ 594.29 | **$ 238.78** | $ 833.07 |
| | 200,000 | - | 200,000 | 1,287.63 | **517.35** | 1,804.98 |
| | 300,000 | - | 300,000 | 2,080.02 | **835.72** | 2,915.74 |
| | 400,000 | - | 400,000 | 2,872.41 | **1,154.09** | 4,026.50 |
| | 500,000 | - | 500,000 | 3,664.80 | **1,472.46** | 5,137.26 |
| | 1,000,000 | - | 1,000,000 | 7,626.75 | **3,064.31** | 10,691.05 |
| Apartments (4 or more units) | $ 200,000 | $ - | $ 200,000 | $ 1,618.50 | **$ 650.29** | $ 2,268.79 |
| | 300,000 | - | 300,000 | 2,427.75 | **975.43** | 3,403.18 |
| | 500,000 | - | 500,000 | 4,046.25 | **1,625.72** | 5,671.97 |

** The figures in the table are based on taxes for new bonded debt only, and do not include tax levies for other purposes. Tax increases shown above are gross increases, not including the impact of the state Property Tax Refund ("Circuit Breaker") program. Many owners of homestead property will qualify for a refund, based on their income and total property taxes. This will decrease the net tax effect of the bond issue for many*



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DEPARTMENT OF REVENUE

# Local Sales and Use Taxes

**164**

**Fact Sheet**

*Sales Tax Fact Sheet 164*

### What's New

*October 1, 2021:*

- Washington County Transit Sales and Use Tax increases to 0.5%
- Mankato will have a 3.0% Lodging Tax

*April 1, 2021:*

- Le Sueur County has a 0.5% Transit Sales and Use Tax

*January 1, 2021:*

- Lake of the Woods County has a 3.0% Lodging Tax
- Nobles County has a 0.5% Transit Sales and Use Tax

*October 1, 2020:*

- East Grand Forks will end its 1.0% Sales and Use Tax
- Lake County has a 4.0% Lodging Tax
- Two Harbors has a 1.0% Lodging Tax

## Local Sales and Use Taxes

You must collect local sales tax based on where your customer receives the taxable product or service. Local taxes apply to the same items and services as the state general rate sales tax ("state sales tax").

The Minnesota Department of Revenue administers the local taxes shown on pages 6-9. Other local sales taxes may also apply in some areas.

**Note:** If you use a freight, delivery, or postal service to send goods to areas that have local sales taxes, you must now collect those taxes. This may require you to register, collect, and remit additional local taxes.

### When to Charge Local Tax

Generally, you must charge local sales tax on all sales made in a local taxing area that are subject to Minnesota state sales tax. Charge local sales tax to customers when:

- They pick up items in the local area, even if the items are taken out of the local area.
- You perform taxable services in the local area.
- You ship taxable items into a local area.

### How to Figure the Tax Rate

To figure the tax rate, add the state and local sales tax rates. Apply the combined rate to the taxable sales price; round to the nearest full cent. For more information, see the Tax Rate Lookup Tools section.

Sales and Use Tax Division – Mail Station 6330 – St. Paul, MN 55146-6330
Phone: 651-296-6181 or 1-800-657-3777
Email: salesuse.tax@state.mn.us

This fact sheet is intended to help you become more familiar with Minnesota tax laws and your rights and responsibilities under the laws. Nothing in this fact sheet supersedes, alters, or otherwise changes any provisions of the tax law, administrative rules, court decisions, or revenue notices. Alternative formats available upon request.

Stock No. 2800164, Revised August 2021

### How to Report Local Taxes

Report local taxes when you file your Minnesota Sales and Use Tax return. Local tax amounts are reported separately from the state sales tax.

### How to Register to Collect Local Sales Taxes

You can register from your Sales and Use Tax account in e-Services. You can:

- Easily add one or more local taxes while filing your Sales and Use Tax return.
- Quickly add all Local Tax and Other Taxes at one time.

For more information, see our e-Services webpage.

## Tax Rate Lookup Tools

We offer the following tools to help you determine the tax rate:

- Sales Tax Rate Calculator – enter a street address or nine-digit ZIP code to look up a rate.
- Sales Tax Rate Map – an interactive map that allows you to search local tax rates across Minnesota.
- Sales Tax Rate Spreadsheet – download the spreadsheet and enter the nine-digit ZIP code to look up rates.
- Rates and Boundaries Data – download the index files to program rates into your point-of-sale system.

**Note:** These tools do not calculate special local taxes (lodging, entertainment, liquor, admissions, and restaurant taxes). For more information, see Special Local Taxes on page 4.

## Exemptions

Do not charge local sales tax on sales of taxable items when:

- Your customer gives you a completed Form ST3, *Certificate of Exemption.*
- You ship or deliver the items to a customer not located in a local tax area.
- You sell direct-to-home satellite (DBS) services (not cable). These services are subject to state sales tax, but not local sales tax.

### Federal Government Agencies

Federal government agencies are exempt from state and local sales and use taxes.

### Minnesota State Agencies

Minnesota state agencies use a Direct Pay authorization to buy items. They do not pay sales tax to the seller—they pay use tax directly to the state.

### Local Governments

Local governments are not required to pay general local sales taxes. An exemption certificate is not necessary. However, local governments may need to pay special local taxes. For more information, see the Government – Local Governments Industry Guide.

## Vehicle Leases

### Long-Term Leases

If you enter into a long-term lease for a vehicle that is principally based or garaged in an area with local sales tax, local sales tax applies. The local tax applies even if the leasing company is located outside the city or county.

If the lease is for a vehicle that requires an up-front payment of state sales tax, local tax is also due up-front, if the vehicle is principally garaged in the local area.

### Short-Term Rentals

Vehicles leased or rented under agreements for less than 29 days are subject to local tax if the lease agreement is

entered into in the local taxing area, even if the lessee intends to use the vehicle outside the city or county.

### Sourcing Motor Vehicle Leases

For vehicle leases or rentals, the source of the transaction for sales tax purposes depends on whether the customer pays all at once or over time:

- Single payment – sourced to the location where the customer receives the property being leased.
- Multiple payments – sourced to the primary location of the property, which may not be the same location as the business. The primary location is the address the customer provides for the property and does not change by occasional use at different locations.

**Note:** These rules do not affect how sales tax applies to lump-sum or accelerated basis leases, or to the acquisition of property for lease.

## Vehicle Excise Tax

A $20 vehicle excise tax applies to sales of motor vehicles in the cities or counties listed in the table below. Any person in the business of selling new or used motor vehicles at retail must submitted this tax to the Minnesota Department of Revenue on your Sales and Use Tax return. For more information, see the Motor Vehicle Industry Guide.

| City/County | Effective Date |
|---|---|
| Anoka County | 10/1/2017 |
| Beltrami County | 4/1/2014 |
| Carlton County | 4/1/2015 |
| Carver County | 10/1/2017 |
| Dakota County | 10/1/2017 |
| Goodhue County | 1/1/2019 |
| Hennepin County | 10/1/2017 |
| Kandiyohi County | 4/1/2018 |
| Otter Tail County | 1/1/2016 |
| Ramsey County | 10/1/2017 |
| Rogers | 10/1/2019 |
| St. Louis County | 4/1/2015 |
| Sauk Centre | 1/1/2020 |
| Scott County | 10/1/2015 |
| Transit Improvement Area | 7/1/2008 – 9/30/2017 |
| Washington County | 10/1/2017 |
| Willmar | 10/1/2019 |

**Note:** The following cities also have a $20 vehicle excise tax on sales of motor vehicles made by dealers: Baxter, Brainerd, Clearwater, Hutchinson, Mankato, New Ulm, and Rochester. Worthington's Motor Vehicle Excise Tax ended September 30, 2018. The Minnesota Department of Revenue does not administer these taxes. For more information, contact the cities directly.

## Special Local Taxes

The Minnesota Department of Revenue administers special local taxes imposed in Detroit Lakes, Giants Ridge Recreation Area (city of Biwabik), Lake County, Lake of the Woods County, Mankato, Marshall, Minneapolis, North Mankato, Proctor, Rochester, St. Cloud, St. Paul, and Two Harbors.

For more information, see:

- Local Tax Rate Guide
- Minneapolis Special Taxes Fact Sheet
- Special Local Taxes Fact Sheet

### Lodging Taxes

The Department of Revenue only administers the lodging taxes listed in the chart on pages 6-9. Many Minnesota cities, towns, counties, and areas impose a lodging tax that the Department of Revenue does not administer. For more information on those lodging taxes, contact the local government directly.

## Local Use Tax

Local use tax applies when you buy items or services for use, storage, distribution, or consumption in the local area without paying local sales tax to the seller. Use tax is similar to sales tax and the rates are identical. Use tax is based on your cost of taxable purchases. Common examples of when use tax is due include:

- You buy items outside the local area and the seller does not charge local sales tax, and you use or store the item in the local area.
- You buy a taxable item from an out-of-state seller who does not charge local sales tax.

For more information, see the Use Tax for Businesses and Use Tax for Individuals Fact Sheets.

### Credit for Local Tax Paid

If you pay local sales tax in Minnesota to one locality but use the items in another area with a local tax, you are allowed credit for the local sales tax you already paid. However, local tax paid at the time of purchase is not refundable when the item is then used in another local tax jurisdiction.

## Examples

In these examples, the Minnesota general rate sales tax always applies and local tax applies as indicated.

- A Duluth company sells and delivers items to a Hermantown business. The Duluth company is required to collect the Hermantown and the St. Louis County Transit Sales Tax.
- A contractor buys and picks up materials in a city with a local tax. The contractor uses the materials in a project located in an area without a local tax. Because the materials were picked up in an area with a local tax, the local tax is due.
- A North Dakota contractor buys materials in North Dakota and pays that states sales tax. The materials are brought into Minnesota and used at a construction site in Bemidji. The contractor owes both:
    - Bemidji Local Use tax on the cost of the materials
    - Use tax on the difference between the two states' tax rates (because North Dakota's state rate is lower than Minnesota's). Report the difference as variable rate use tax on your sales tax return.
- A person sells crafts in a city with a local tax. The seller must collect local tax whenever a customer takes possession of an item in a local tax jurisdiction at the time of sale.
- A photographer takes pictures at a site where there is no local tax. The customer picks up the photos in a city with a local tax. Local tax is due because the customer takes possession of the photos in a city with a local tax. If the photographer mails the photos to an area with a local tax, they must charge that local tax.

**Legal References**
Minnesota Statutes 297A.63, Use Taxes Imposed; Rates
Minnesota Statutes 297A.95, Coordination of state and local sales tax rates
Minnesota Statutes 297A.98, Local governments exempt from local sales taxes
Minnesota Statutes 297A.99, Local sales taxes

**Other Fact Sheets**
Minneapolis Special Local Taxes
Sales to Government
Special Local Taxes
Use Tax for Businesses
Use Tax for Individuals

**Industry Guides**
Government – Local Governments
Motor Vehicle

# Local Sales and Use Taxes (including Special Local Taxes)

| City/County | Type of Tax | Begin Date | Rate |
|---|---|---|---|
| Albert Lea | Sales and Use Tax | 4/1/06 | 0.50% |
| Anoka County | Transit Sales and Use Tax | 10/1/17 | 0.25% |
| Austin | Sales and Use Tax | 4/1/07 | 0.50% |
| Avon | Sales and Use Tax | 10/1/19 | 0.50% |
| Baxter | Sales and Use Tax | 10/1/06 | 0.50% |
| Becker County | Transit Sales and Use Tax | 7/1/14 | 0.50% |
| Beltrami County | Transit Sales and Use Tax | 4/1/14 | 0.50% |
| Bemidji | Sales and Use Tax | 1/1/06 | 0.50% |
| Benton County | Transit Sales and Use Tax | 10/1/19 | 0.50% |
| Blue Earth | Sales and Use Tax | 10/1/19 | 0.50% |
| Blue Earth County | Transit Sales and Use Tax | 4/1/16 | 0.50% |
| Brainerd | Sales and Use Tax | 4/1/07 | 0.50% |
| Brown County | Transit Sales and Use Tax | 4/1/16 | 0.50% |
| Cambridge | Sales and Use Tax | 10/1/19 | 0.50% |
| Carlton County | Transit Sales and Use Tax | 4/1/15 | 0.50% |
| Carver County | Transit Sales and Use Tax | 10/1/17 | 0.50% |
| Cass County | Transit Sales and Use Tax | 4/1/16 | 0.50% |
| Chisago County | Transit Sales and Use Tax | 4/1/16 | 0.50% |
| Clay County | Sales and Use Tax | 10/1/17 | 0.50% |
| Clearwater | Sales and Use Tax | 10/1/08 | 0.50% |
| Cloquet | Sales and Use Tax | 4/1/13 | 0.50% |
| Cook County | Sales and Use Tax<br>Transit Sales and Use Tax | 4/1/10<br>1/1/17 | 1.00%<br>0.50% |
| Crow Wing County | Transit Sales and Use Tax | 4/1/16 | 0.50% |
| Dakota County | Transit Sales and Use Tax | 10/1/17 | 0.25% |
| Detroit Lakes | Food and Beverage Tax*<br>Sales and Use Tax | 4/1/11<br>10/1/19 | 1.00%<br>0.50% |
| Dodge County | Transit Sales and Use Tax | 1/1/19 | 0.50% |
| Douglas County | Transit Sales and Use Tax | 10/1/14 | 0.50% |
| Duluth | Sales and Use Tax | 10/1/19 (1)<br>1/1/70 – 9/30/19 | 1.50%<br>1.00% |
| East Grand Forks | Sales and Use Tax | 1/1/18 – 9/30/20 | 1.00% |
| Elk River | Sales and Use Tax | 10/1/19 | 0.50% |
| Excelsior | Sales and Use Tax | 10/1/19 | 0.50% |
| Fairmont | Sales and Use Tax | 10/1/17 | 0.50% |
| Fergus Falls | Sales and Use Tax | 1/1/18<br>1/1/12 – 12/31/16 | 0.50%<br>0.50% |
| Fillmore County | Transit Sales and Use Tax | 1/1/15 | 0.50% |
| Freeborn County | Transit Sales and Use Tax | 1/1/16 | 0.50% |
| Garrison, Kathio, West Mille Lacs Sanitary District (GKWMLL Sanitary District) | Sales and Use Tax | 1/1/18 | 1.0% |
| Giants Ridge Recreation Area | Admissions and Recreation Tax*<br>Food and Beverage Tax*<br>Lodging Tax* | 7/1/11<br>7/1/11<br>7/1/11 | 2.00%<br>1.00%<br>2.00% |

| City/County | Type of Tax | Begin Date | Rate |
|---|---|---|---|
| Glenwood | Sales and Use Tax | 1/1/20 | 0.50% |
| Goodhue County | Transit Sales and Use Tax | 1/1/19 | 0.50% |
| Hennepin County | Sales and Use Tax<br>Transit Sales and Use Tax | 1/1/07<br>10/1/17 | 0.15%<br>0.50% |
| Hermantown | Sales and Use Tax | 4/1/13<br>1/1/00 – 3/31/13 | 1.00%<br>0.50% |
| Hubbard County | Transit Sales and Use Tax | 7/1/15 | 0.50% |
| Hutchinson | Sales and Use Tax | 1/1/12 | 0.50% |
| International Falls | Sales and Use Tax | 10/1/19 | 1.00% |
| Isanti County | Transit Sales and Use Tax | 7/1/19 | 0.50% |
| Kanabec County | Transit Sales and Use Tax | 1/1/20 | 0.50% |
| Kandiyohi County | Transit Sales and Use Tax | 4/1/18 | 0.50% |
| Lake County | Transit Sales and Use Tax<br>Lodging Tax | 4/1/17<br>10/1/20 | 0.50%<br>4.00% |
| Lake of the Woods County | Lodging Tax | 1/1/21 | 3.00% |
| Lanesboro | Sales and Use Tax | 1/1/12 | 0.50% |
| Le Sueur County | Transit Sales and Use Tax | 4/1/21 | 0.50% |
| Lyon County | Transit Sales and Use Tax | 10/1/15 – 6/30/20 | 0.50% |
| Mankato | Sales Tax<br>Use Tax<br>Food and Beverage Tax*<br>Entertainment Tax*<br>Lodging Tax* | 4/1/92<br>1/1/00<br>4/1/09<br>4/1/09<br>10/1/21 | 0.50%<br>0.50%<br>0.50%<br>0.50%<br>3.00% |
| Marshall | Sales and Use Tax<br>Food and Beverage Tax* | 4/1/13<br>7/1/13 | 0.50%<br>1.50% |
| McLeod County | Transit Sales and Use Tax | 1/1/20 | 0.50% |
| Medford | Sales and Use Tax | 4/1/13 | 0.50% |
| Mille Lacs County | Transit Sales and Use Tax | 1/1/17 | 0.50% |
| Minneapolis | Sales and Use Tax<br>Downtown Liquor Tax*<br>Downtown Restaurant Tax*<br>Entertainment Tax*<br>Lodging Tax* | 2/1/87<br>2/1/87<br>2/1/87<br>10/1/69<br>10/1/19 (2)<br>10/1/17 – 9/30/19 (3)<br>4/1/02 – 9/30/17 | 0.50%<br>3.00%<br>3.00%<br>3.00%<br>3.00%<br>2.125%<br>2.625% |
| Moose Lake | Sales and Use Tax | 10/1/17 | 0.50% |
| Morrison County | Transit Sales and Use Tax | 1/1/18 | 0.50% |
| Mower County | Transit Sales and Use Tax | 1/1/18 | 0.50% |
| New London | Sales and Use Tax | 10/1/17 | 0.50% |
| New Ulm | Sales and Use Tax | 4/1/01 | 0.50% |
| Nicollet County | Transit Sales and Use Tax | 1/1/18 | 0.50% |
| Nobles County | Transit Sales and Use Tax | 1/1/21 | 0.50% |
| North Mankato | Sales and Use Tax<br>Food and Beverage Tax* | 10/1/08<br>4/1/20 | 0.50%<br>0.50% |
| Olmsted County | Transit Sales and Use Tax<br>Transit Sales and Use Tax | 7/1/17 (4)<br>1/1/14 – 6/30/17 | 0.50%<br>0.25% |
| Otter Tail County | Transit Sales and Use Tax | 1/1/16 | 0.50% |

| City/County | Type of Tax | Begin Date | Rate |
|---|---|---|---|
| Owatonna | Sales and Use Tax | 4/1/07 – 6/30/11 | 0.50% |
| Perham | Sales and Use Tax | 1/1/20 | 0.50% |
| Pine County | Transit Sales and Use Tax | 1/1/17 | 0.50% |
| Polk County | Transit Sales and Use Tax | 1/1/18 | 0.25% |
| Proctor | Sales and Use Tax (5)<br><br>Food and Beverage Tax* | 10/1/17<br>4/1/00 – 9/30/17<br>4/1/15 | 1.00%<br>0.50%<br>1.00% |
| Ramsey County | Transit Sales and Use Tax | 10/1/17 | 0.50% |
| Redwood County | Transit Sales and Use Tax | 4/1/19 | 0.50% |
| Rice County | Transit Sales and Use Tax | 1/1/14 | 0.50% |
| Rochester | Sales and Use Tax (6)<br>Sales and Use Tax<br>Lodging Tax* | 1/1/16<br>1/1/93 – 12/31/15<br>9/1/71 | 0.75%<br>0.50%<br>7.00% |
| Rogers | Sales and Use Tax | 10/1/19 | 0.25% |
| St. Cloud | Liquor Tax*<br>Food Tax* | 2/1/87<br>2/1/87 | 1.00%<br>1.00% |
| St. Cloud Area (7) | Sales and Use Tax | 1/1/03 | 0.50% |
| St. Louis County | Transit Sales and Use Tax | 4/1/15 | 0.50% |
| St. Paul | Sales Tax<br>Use Tax<br>Lodging Tax less than 50 rooms*<br>Lodging Tax 50+ rooms* | 9/1/93<br>1/1/00<br>4/1/04<br>10/1/19 (9)<br>4/1/04 – 09/30/19 | 0.50%<br>0.50%<br>3.00%<br>7.00%<br>6.00% |
| Sauk Centre | Sales and Use Tax | 1/1/20 | 0.50% |
| Scanlon | Sales and Use Tax | 1/1/20 | 0.50% |
| Scott County | Transit Sales and Use Tax | 10/1/15 | 0.50% |
| Sherburne County | Transit Sales and Use Tax | 1/1/19 | 0.50% |
| Spicer | Sales and Use Tax | 10/1/17 | 0.50% |
| Stearns County | Transit Sales and Use Tax | 1/1/18 | 0.25% |
| Steele County | Transit Sales and Use Tax | 4/1/15 | 0.50% |
| Todd County | Transit Sales and Use Tax | 1/1/15 | 0.50% |
| Transit Improvement Area (8) | Sales and Use Tax | 7/1/08 – 9/30/17 | 0.25% |
| Two Harbors | Sales and Use Tax<br><br>Lodging Tax | 10/1/19 (10)<br>4/1/99 – 9/30/19<br>10/1/20 | 1.00%<br>0.50%<br>1.00% |
| Virginia | Sales and Use Tax | 1/1/20 | 1.00% |
| Wabasha County | Transit Sales and Use Tax | 4/1/16 | 0.50% |
| Wadena County | Transit Sales and Use Tax | 4/1/14 | 0.50% |
| Walker | Sales and Use Tax | 1/1/18 | 1.50% |
| Waseca County | Transit Sales and Use Tax | 4/1/19 | 0.50% |
| Washington County | Transit Sales and Use Tax | 10/1/21(11)<br>10/1/17 – 9/30/21 | 0.50%<br>0.25% |
| West St. Paul | Sales and Use Tax | 1/1/20 | 0.50% |
| Willmar | Sales and Use Tax | 10/1/19<br>1/1/06 – 12/31/12 | 0.50%<br>0.50% |
| Winona County | Transit Sales and Use Tax | 1/1/17 | 0.50% |

| City/County | Type of Tax | Begin Date | Rate |
|---|---|---|---|
| Worthington | Sales and Use Tax | 1/1/20<br>4/1/09 – 9/30/18 | 0.50%<br>0.50% |
| Wright County | Transit Sales and Use Tax | 10/1/17 | 0.50% |

(1) Duluth Sales and Use Tax increased to 1.50% (from 1.00%) effective 10/1/19.
(2) Minneapolis Lodging Tax increased from 2.125% to 3.00% effective 10/1/19.
(3) Minneapolis Lodging Tax decreased to 2.125% (from 2.625%) effective 10/1/17.
(4) Olmsted County Transit Sales and Use Tax increased to 0.5% (from 0.25%) effective 7/1/17.
(5) Proctor Sales and Use Tax increased to 1.0% (from 0.5%) effective 10/1/17.
(6) Rochester Sales and Use Tax increased to 0.75% (from 0.5%) effective 1/1/16.
(7) St. Cloud Area Tax includes the cities of St. Augusta, St. Cloud, St. Joseph, Sartell, Sauk Rapids, and Waite Park.
(8) Transit Improvement Area includes the counties of Anoka, Dakota, Hennepin, Ramsey, and Washington.
(9) St. Paul Lodging Tax increased to 7.00% (from 6.00%) effective 10/1/19.
(10) Two Harbors Sales and Use Tax increased to 1.0% (from 0.5%) effective 10/1/19.
(11) Washington County Transit Sales and Use Tax increased to 0.50% (from .25%) effective 10/1/21.

* For more information about special local taxes, see:

- Minneapolis Special Local Taxes Fact Sheet
- Special Local Taxes Fact Sheet

## 2021 City Sales Tax Legislation Approved

| City | Use | Sales Tax % | Bonding Authority |
|---|---|---|---|
| Cloquet | Repairs/expansion of ice arena and Pine Valley Park Ski Jump | 0.50% | $ 81,520,000 |
| Edina | Fred Richards Park, Baremar Park & Weber Park Improvements | 0.50% | $ 39,300,000 |
| Fergus Falls | Aquatic Center, streets/infrastructure, parks and trails | 0.50% | $ 13,000,000 |
| Grand Rapids | Reconstruction, remodeling & upgrades for IRA Civic Center | 0.50% | $ 5,980,000 |
| Hermantown | Hockey arena, trails & athletic facilities | 0.50% | $ 28,000,000 |
| Itasca County | New construction or upgrades to correctional facilities, court facilities & county offices | 1.00% | $ 75,000,000 |
| Litchfield | Construction of community wellness/recreation center | 0.50% | $ 10,000,000 |
| Little Falls | Construction of a community recreatio center | 0.50% | $ 17,000,000 |
| Maple Grove | Expansion & renovation of Community Center | 0.50% | $ 90,000,000 |
| Mill Lacs County | Public works facility | 0.50% | $ 10,000,000 |
| Moorhead | Construction & improvements to aquatic center, city hall, library & regional trails | 0.50% | $ 31,590,000 |
| Oakdale | Construction of new public works facility and expansion of police department facility | 0.50% | $ 37,000,000 |
| St. Peter | Construction of new fire station | 0.50% | $ 9,121,000 |
| St. Cloud | 4 regional roadway projects & municipal athletic complex | 0.50% | $ 21,100,000 |
| Staples | Renovations/improvements to community center | 0.50% | $ 1,600,000 |
| Wadena | Renovations to city library | 0.25% | $ 3,000,000 |
| Waite Park | Regional transportation corridors, trail connections, pubic safety facility | 0.50% | $ 27,500,000 |
| Warren | Construction of new child care facility | 0.50% | $ 1,600,000 |

# Council/EDA Work Session

DATE: 10/25/2021

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: N/A
BY: Todd Berg, Fire Chief

SUBJECT: Snow Emergency Discussion

**Requested Council Action:**

*- Looking for Council consensus on the pilot program and continuing the snow event ordinance as passed on 11/4/2018.*

**Background:**

The policy was originally developed with an emphasis on public roadway safety for our residents and visitors. Through careful and purposeful planning we developed this plan that was approved by the council on November 4, 2018. We were careful to make this as easy as possible and launched a public education campaign and asked our CSO's to use superior customer service when approaching parked car owners. We will be trying a pilot program this winter to help create more equity by providing 16 local park parking lots to our citizens to use as an option for additional off street parking during a snow event to further reduce towing and citations.

**Budget Issues:**

None

**Inclusive Community Engagement:**

Responding to community and council feedback to create additional off street parking opportunities during snow events to reduce citations and tows.

**Antiracist/Equity Policy Effect:**

Started a pilot program with increased opportunities for residents to park vehicles off street, in sixteen neighborhood park parking lots during city activated snow events.

**Strategic Priorities and Values:**

Enhanced Community Image, Inclusive Community Engagement, Customer Intimacy, Operational Excellence

**ATTACHMENTS:**

| Description | Upload Date | Type |
|---|---|---|

| | | |
|---|---|---|
| Powerpoint | 10/20/2021 | Presentation |

# Brooklyn Center
# Snow Emergency Discussion

Work Session, 10/25/2021
Todd Berg, Fire Chief

## Snow Emergency Discussion

Origination

The policy was developed with an emphasis on public roadway safety for our residents and visitors. Through careful and purposeful planning we developed this plan that was approved by the Council on November 4, 2018. We were careful to make this as easy as possible and launched a public education campaign and asked our Community Service Officers to use superior customer service when approaching parked car owners.

# Snow Emergency Actions

- Additional signage was added throughout the city with orange flags marking the new signage.
- Performed 'knock and talks' asking owners to move vehicles and informing them of the ordinance.
- Vehicles were released if the owner appeared prior to completing the tow.
- Encouraged vehicle owners and citizens to visit the website and utilize the City's 'Notify Me' platform (Now Code Red).
- Advertised the 'snow event' on community social media pages and other information outlets.

# Snow Event Data

| 2018-2019 Season | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Event 6 | Event 7 | Event 8 | *Season Totals* |
|---|---|---|---|---|---|---|---|---|---|
| Snow event start date | 12/2/2018 | 1/28/2019 | 2/7/2019 | 2/12/2019 | 2/21/2019 | 3/2/2019 | 3/9/2019 | 4/11/2019 | |
| Citations | 29 | 25 | 27 | 15 | 29 | 20 | 6 | 5 | 156 |
| Impounds/Tows | 13 | 25 | 13 | 15 | 27 | 18 | 6 | 5 | 122 |
| Saves (avoided tow) | 31 | 21 | 78 | 11 | 11 | 15 | 41 | 6 | 214 |

| 2019-2020 Season | Event 1 | Event 2 | Event 3 | Event 4 | *Season Totals* |
|---|---|---|---|---|---|
| Snow event start date | 11/26/2019 | 12/1/2019 | 12/30/2019 | 1/17/2020 | |
| Citations | 62 | 51 | 26 | 12 | 151 |
| Impounds/Tows | 23 | 0 * | 7 | 3 | 33 |
| Saves (avoided tow) | 62 | 51 | 19 | 31 | 163 |

*We didn't tow any vehicles because of limited snow that fell

| 2020-2021 Season | Event 1 | Event 2 | Event 3 | Event 4 | *Season Totals* |
|---|---|---|---|---|---|
| Snow event start date | 12/23/2020 | 12/29/2020 | 1/15/2021 | 1/24/2021 | |
| Citations | 35 | 12 | 31 | 34 | 112 |
| Impounds/Tows | n/a | n/a | n/a | n/a | 0 |
| Saves (prior to tow) | 16 | unk | 1 | 0 | 17 |

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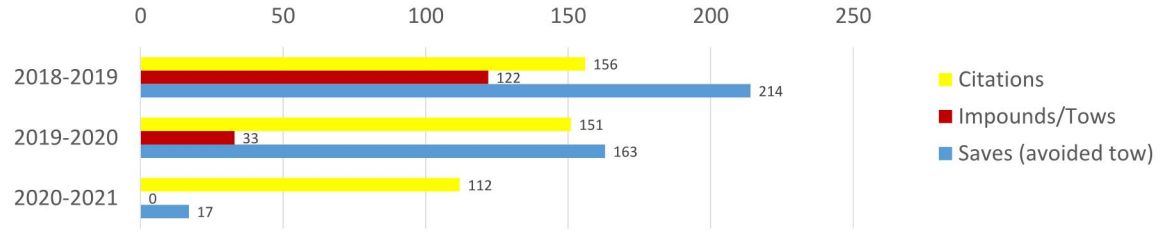
# Snow Event Annual Comparison

| | Citations | Impounds/Tows | Saves (avoided tow) |
|---|---|---|---|
| 2018-2019 | 156 | 122 | 214 |
| 2019-2020 | 151 | 33 | 163 |
| 2020-2021 | 112 | 0 | 17 |

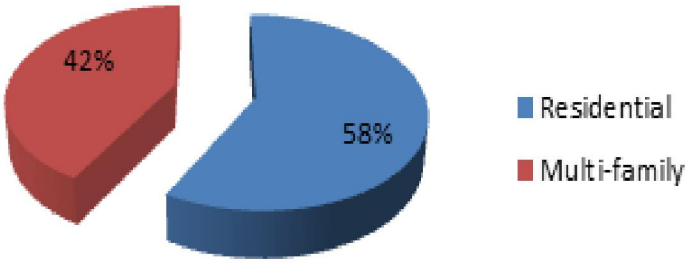


# Snow Emergency Ordinance

Benefits

- Easier for Public Works staff to maintain roadways.
- Keeps the streets clean/open for emergency personnel.
- Easier for Police staff to identify suspicious vehicles in neighborhoods.
- Citizens complaints the past few years have included 'plow- arounds,' which would be eliminated by this provision.
- Plow-arounds create hazards on roads if the plows are unable to remove the snow because of a parked vehicle.

# 2020-2021Citations by Dwelling

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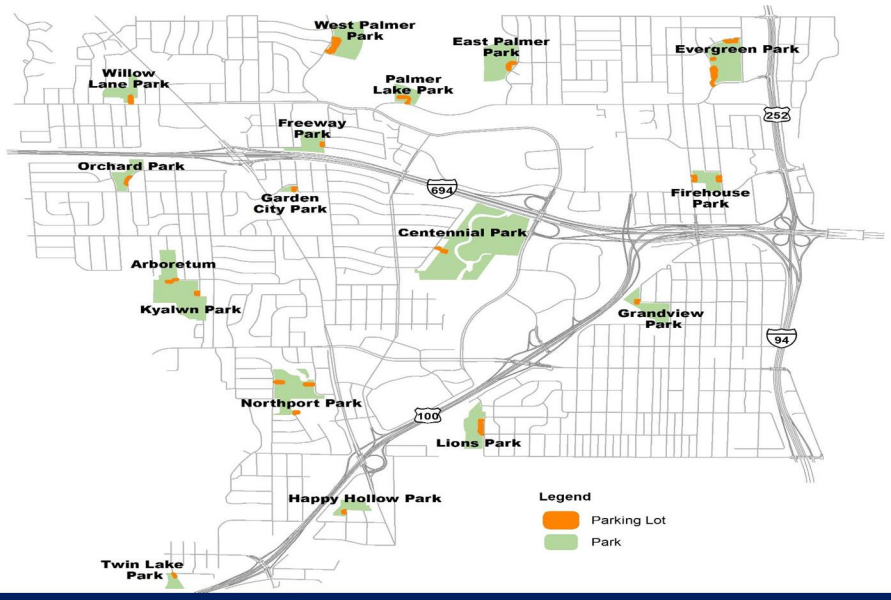
# Pilot Program




# Questions?

We respectfully request a Council consensus on the Pilot Program and continuing the Snow Event Ordinance as passed on November 4, 2018.

# Council/EDA Work Session

DATE: 10/25/2021

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: N/A
BY: Dr. Reginald Edwards, City Manager

SUBJECT: Upcoming Items

**Requested Council Action:**

- MN Northwest Tourism - 11/8
- Overnight Parking Discussion - 11/8
- MN DOPT Presentation regarding TH 252 - 11/8
- Retail Market Discussion - 11/8
- Sears Site Discussion - 11/22
- Earle Brown Name Change for Public Property - 1/10/22
- Council Policy for City Charter requirement of Mayor's signature on all contracts
- Strategic Plans for years 2018-2020 and 2021-2023
- Review Special Assessment Policy
- Tobacco Ordinance
- Emerald Ash Borer Policy Revuiew
- Civilian Discipline Review Committee
- Community-Wide Survey
- Attorney RFP Process

**Background:**

**Budget Issues:**

**Antiracist/Equity Policy Effect:**

**Strategic Priorities and Values:**