



Monday, April 20, 2020
7:00 pm

THIS MEETING WILL BE CONDUCTED BY TELEPHONE PURSUANT TO MINNESOTA STATE STATUTE 13D.021 **RATHER THAN IN-PERSON AT THE EDA'S REGULAR MEETING LOCATION AT CITY HALL, 5200 85th AVE. N., BROOKLYN PARK, MN.** PRESIDENT JEFFREY LUNDE WILL BE PRESENT IN THE COUNCIL CHAMBERS AND OTHER COMMISSIONERS WILL BE PARTICIPATING BY TELEPHONE.

Members of the public can monitor the EDA meeting by listening to it on CCX Media Channel 16 or by livestreaming it at https://nwsgcc-brooklynpark.granicus.com/ViewPublisher.php?view_id=5 Members of the public who desire to give input or testimony during the meeting may do so by texting EDA President Lunde at 763-242-1555 or email him at jeffrey.lunde@brooklynpark.org (Subject line: "EDA Testimony")

**THE BROOKLYN PARK ECONOMIC DEVELOPMENT AUTHORITY
OF THE CITY OF BROOKLYN PARK
REGULAR MEETING – AGENDA #4**

**President Jeffrey Lunde, Vice President Susan Pha, Treasurer Lisa Jacobson,
Secretary Tonja West-Hafner, Commissioners Mark Mata, Terry Parks, Wynfred Russell and
Executive Director Kim Berggren and Assistant Executive Director Jay Stroebel**

For reasonable accommodations or alternative formats, contact Theresa Freund, 763-493-8059 or email theresa.freund@brooklynpark.org.

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Our Mission: Brooklyn Park, a thriving community inspiring pride where opportunities exist for all.

Our Goals:

***Strong Neighborhoods • Adapting to Changing Demographics • Public Safety
Financial Sustainability • Community Image • Focused Redevelopment and Development***

I. ORGANIZATIONAL BUSINESS

1. CALL TO ORDER/ROLL CALL

2. PUBLIC COMMENT AND RESPONSE

This provides an opportunity for the public to address the EDA on items, which are not on the agenda. Open Forum will be limited to 15 minutes (if no one is in attendance for the Open Forum, the Regular Meeting may begin) and it may not be used to make personal attacks, to air personality grievances, to make political endorsements or for political campaign purposes. Commissioners will not enter into a dialogue with citizens. Questions from the EDA 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 citizen for informational purposes only.

2A. RESPONSE TO PRIOR PUBLIC COMMENT

2B. PUBLIC COMMENT

3. APPROVAL OF AGENDA

3A. Presentation Slides

II. STATUTORY BUSINESS AND/OR POLICY IMPLEMENTATION

4. CONSENT

- 4.1 Consider Approving EDA Meeting Minutes
 - 4.1A December 16, 2019 Meeting Minutes
 - 4.1B January 21, 2020 Meeting Minutes
 - 4.1C February 18, 2020 Meeting Minutes
 - 4.1D March 30, 2020 Meeting Minutes

The following items relate to the EDA's long-range policy-making responsibilities and are handled individually for appropriate debate and deliberation. (Those persons wishing to speak to any of the items listed in this section should fill out a speaker's form and give it to the Secretary. Staff will present each item, following in which audience input is invited. Discussion will then be closed to the public and directed to the EDA table for action.)

5. Public Hearings

5.1 None.

6. General Action Items

6.1 Consider Authorizing the Acquisition of the Former Library Site Property, an Amendment to the EDA General Fund Budget and an Interfund Loan

6.1A Resolution

6.1B Location Map

6.2 Consider Authorizing the Demolition of the Former Hennepin County Library Building and an Amendment to the EDA General Fund Budget

6.2A Resolution

6.2B Location Map

6.3 Consider Approving Rental Rehabilitation Loan Program and the Community Environmental Sustainability Program and Amending the 2020 Economic Development Authority Budget Accordingly

6.3A Resolution

6.3B Rental Rehabilitation Loan Program Guidelines

6.3C Community Environmental Sustainability Program Guidelines

6.3D Amended and Restated Consulting Agreement with CEE

6.3E Program Budget

III. DISCUSSION - These items will be discussion items, but the EDA may act upon them during the meeting.

7. Discussion Items

7.1 Status Update

7.2 Housing Update

IV. WORK SESSION

8. Work Session

8.1 Discuss Four Housing Development Opportunities in the City of Brooklyn Park

8.1A Location Map

8.1B Summary Table of Development Proposals

8.1C Site Plan – Bethesda

8.1D Site Plan – Dominion

8.1E Site Plan – George

8.1F Site Plans – Pulte And Inland

V. ADJOURNMENT

Since we do not have time to discuss every point presented, it may seem that decisions are preconceived. However, background information is provided for the EDA on each agenda item in advance from City staff; and decisions are based on this information and past experiences. If you are aware of information that has not been discussed, please raise your hand to be recognized. Please speak from the podium. Comments that are pertinent are appreciated. Items requiring excessive time may be continued to another meeting.

The Brooklyn Park Economic Development Authority's Agenda Packet is posted on the City's website.

To access the agenda packet go to www.brooklynpark.org

The Next Scheduled EDA Meeting is May18, 2020

Brooklyn Park Economic Development Authority

April 20, 2020

6.1 Consider Acquisition of Old Brooklyn Park Library (8600 Zane)

Kim Berggren, Director of Community Development

Background



- EDA work session June 2019 - discussion of purchase
- Staff directed to purchase
- \$400,000 purchase price

Zane Sports
Park

Zane Ave N

88th Cres N

88th E Cres Cir N

Kings Cir N

Edinbrook Ter N

Community Activity
Center

Adair Cir N

86th Ln N

Adair Ln N

85th Ave N



EDA Action

- Consider:
 - Authorizing Approval of Acquisition of the Old Brooklyn Park Library located at 8600 Zane and
 - Amending the 2020 Economic Development Authority Budget in the Amount of \$400,000 and
 - Approve establishment of an Interfund Loan

6.2 Consider Demolition of Old Brooklyn Park Library (8600 Zane)

Kimberly Berggren, Director of Community Development

Background



- Building re-use is cost prohibitive
- Cost to replace building systems - \$718,000
- Cost to renovate for re-use - unknown

EDA Action

- Consider:
 - Authorizing Approval of Demolition of the Old Brooklyn Park Library located at 8600 Zane and
 - Amending the 2020 Economic Development Authority Budget in the Amount of \$128,500 (includes up to \$20,000 for asbestos remediation)

6.3 Multi-Family Reinvestment Programs

Breanne Rothstein, Economic Development and Housing Director

Small Rental Housing Rehab Loan

- Program is designed for the existing licensed rental housing stock in Brooklyn Park
- Addresses the financial resources gap for small renter-occupied buildings with 16 units or less
- The goal is to improve the structural integrity and livability for these housing units
- Expand opportunities to all as the EDA already provides loan programs for homeowners and large multifamily communities
- Promote wealth creation through local real estate ownership

Rental Housing Data

Small Rental Housing Stock by Structure Type		
Type	Units	Percent
Single family, detached	1,365	46%
Townhomes and Condos (detached/attached)	974	33%
Duplexes and triplexes	546	19%
Mid-sized Multifamily (4 -16)	63	2%
Total	2,948	100%

What are the proposed loan terms?

- Loan amount of \$10,000 - \$100,000
- 10-year loan term at 0% interest rate for Brooklyn Park resident's income qualified at or less than 120% area median income OR
- Owners that keep rents affordable at 60% area median income
- 10-year term at 3% interest rate for owners that do not meet above conditions
- The loan is due in full upon sale or title transfer before maturity date
- Monthly payments required on principal and interest
- EDA may consider special requests for loans exceeding program limits
- CEE to administer the loan program

What are the eligible improvements?

- Value added improvements
 - Roofing, siding, windows, and parking lot resurfacing
 - Kitchen and bathroom upgrades
 - Mechanical and electrical works such as furnaces, water heater and central air
 - Repairs such as flooring, fascia, soffit, downspouts and painting
 - Common areas, decks, play areas and lawn sprinkler systems
 - Energy efficiency enhancements such as caulking, insulation, and appliances

Program Proposal

- \$500,000 budget amendment in 2020 from the foreclosure recovery fund to a new rental re-hab fund

Community Environmental Sustainability Program (CESP)

- Matching grant program designed for large multifamily communities
 - Provides an opportunity to leverage grant funds from other agencies
- Community engagement opportunity
- Promotes community building through landscaping and stormwater retrofitting
- Improves the outdoor spaces and quality of living through sound environmental conservation practices



How does the program work?

- Multifamily community project identification
 - Identify a viable project within a large apartment community
 - Reach out to all the partners
 - Engage residents through educational workshops and event gatherings
 - Local government funding is a huge incentive for other grant agencies
 - Work with all partners to design project concepts and plans
- Leveraging partnerships to secure grants for identified projects
 - EDA
 - Hennepin County
 - Shingle Creek Watershed Commission
 - Met Council
 - Minnesota Pollution Control Agency
 - Metro Blooms/ ACER
- Project must address stormwater and landscaping concerns
 - Outcome 1 = Reduction in quantity of water runoff
 - Outcome 2 = Increase in air quality
 - Outcome 3 = Increase in environmental conservation practices
 - Outcome 4 = Engaged and involved residents

Case Study – Autumn Ridge



Site Amenities





Residents at work

- **Raingarden Planting September 2019**

Residents and community leaders at work



Measurable outcomes – Autumn Ridge Project

- **Phase 1+2 Summary: By the Numbers**
 - 5.16 acre-feet of runoff capture annually
 - 8.75 lbs. total phosphorus captured annually
 - 2635.46 lbs. sediment captured annually
 - Chlorides in Shingle Creek reduced through Smart Salting Training
 - 2,816 square feet of pollinator habitat
 - 4 ash trees removed, replaced with 13 trees for a sustainable urban canopy
- Total Construction Cost: \$236,282.40
- Total Design + Engagement Cost: \$33,694.70
- Funding: Met Council, Henn. County, Shingle Creek Watershed, Sherman Associates, Metro Blooms, ACER.
- Number of engagement events: 12 events from 2017-2019 + ongoing steward engagement
- Number of residents and partners directly engaged: 150+

What are the proposed program guidelines?

- Eligible Projects
 - Identify a viable project within a large apartment community with 50 units or more
 - Address stormwater runoff and landscaping, erosion and flooding
 - Engage residents through educational workshops and event gatherings
 - Landscaping must include rain and pollinator gardens
 - Work with all partners to design project concepts and plans
- Grant Amount
 - \$5,000 - \$20,000
 - Grant matching of up to 70% required from owner and other grant sources
 - Applications allowed twice a year –spring and fall
 - Project timeline is 12 months
- Reporting requirements
 - Resident engagement plan with clear goals and outcomes
 - Detailed work plan with clear scope and budget
 - Formal development agreement with the EDA
 - Maintenance agreement with all funding agencies
 - EDA staff to administer program

Action Requested

- Consider Approving Rental Rehabilitation Loan Program and the Community Environmental Sustainability Program and Amending the 2020 Economic Development Authority Budget Accordingly
 - \$500,000 to Revolving Rental Re-hab Loan Fund from foreclosure recovery fund
 - \$100,000 budget allocation from TIF #3 for Community Environmental Sustainability Program

Status Update

Kim Berggren, Director of Community Development

Housing Update

Erika Byrd, Development Project Coordinator

Housing Update

- **COVID-19 Housing Work**

- Understanding housing needs and current landscape
- Creating awareness and referring residents to resources
- City emergency grant program

- **Huntington Place**

- On-site area manager and building manager positions filled
- Building neighborhood pod plan in development
- Community Resource Working Group formed (kick off meeting focused on immediate COVID-19 response and resources)

Housing Update

- **CURA Housing Study**
 - Currently on hold
 - Next phase involves data collection through interviews & focus group
- **NHCC Site (6900 85th Ave N) Development**
 - Three applicants responded:
 - Duffy Development Company, Inc
 - JO Companies LLC & Lupe Development Partners LLC
 - Saturday Properties & BKV Group
 - Next Steps: Review applications, conduct interviews, bring back to EDA

8.1 Development Opportunities

Breanne Rothstein, Economic Development & Housing Director

Overview

- The City has received several development inquiries in the past few months, and staff is seeking direction about moving forward with EDA funding and next steps for each project
 1. Bethesda senior/IDD housing at Jefferson Parkway
 2. Senior housing at Revive Church on West Broadway
 3. Devean George mixed use project at Welcome site
 4. Pulte single-family (small lot) at Regent site

Purpose of Tonight

- Introduce these projects (or provide an update) and the preliminary EDA support requested.
- Get preliminary direction on the EDA's desire to financially contribute to each of these projects in their various forms.
- Each project has its own next steps, but are contingent upon EDA financial support
- No approval or action tonight

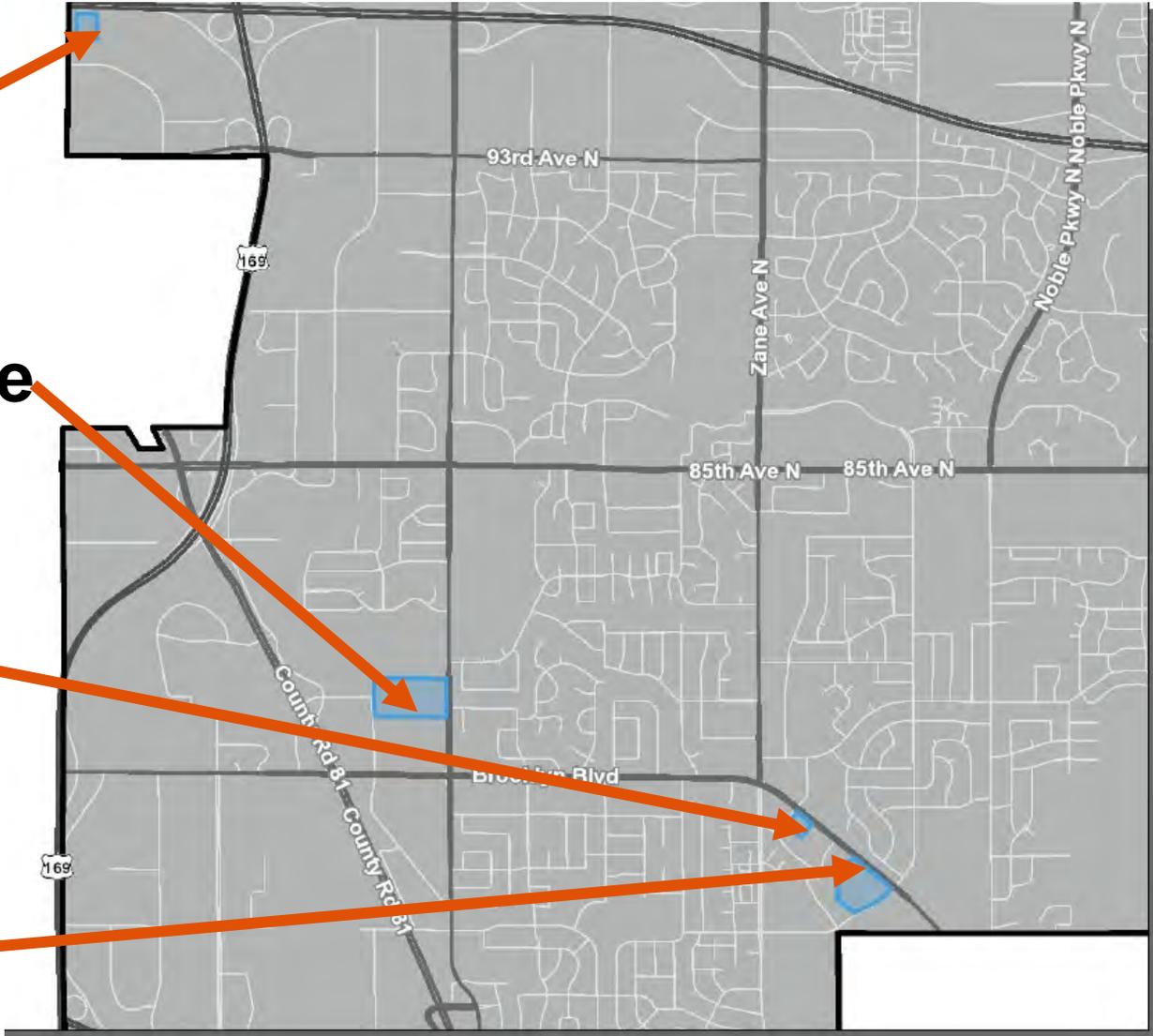
Location Map

1. Bethesda Senior Mixed Income Housing

2. Dominion Senior Affordable Housing

3. George Mixed Income Housing

4. Pulte/Inland Single Family Housing & Coffee Shop



Project #1 – Bethesda at Jefferson Parkway

- Acreage – 4.36
- Unit Type – Senior affordable and market rate
- Number of units – 130 total
 - 70 senior affordable
 - 36 market rate senior
 - 24 reserved for individuals with I/DD (10 affordable, 14 market rate)
- Per unit EDA request (preliminary) – \$24,475 (TIF and cash sources)
- Next Steps – City Council to start conduit bond issuance in May; Minnesota Housing application

Project #2 – Dominion at Revive Church (West Broadway)

- Acreage – 9 acres
- Unit Type – affordable senior
- Number of units – 240 units
- Per unit EDA request (preliminary) – \$17,800 (TIF)
- Next Steps – City Council to start conduit debt issuance in May; MN Housing application

Project # 3 – Village Creek Apts at Welcome Site

- Acreage – One acre
- Unit Type – market rate and affordable 1 and 2 bedrooms; affordable commercial
- Number of units – 83
- Per unit EDA request (preliminary) –\$36,000 per unit; \$750,000 for commercial space (TIF)
- Next Steps – EDA Term Sheet in June; Summer land use process

Project #4 – Pulte at Regent Site

- Acreage – 13 acres
- Unit Type – single family patio homes; 2.75 commercial (.6 acres of coffee shop)
- Number of units – 40 homes and 600 square feet of commercial
- Per unit EDA request (preliminary) – \$0
- Next Steps – Community Meeting; Term sheet in May/June.

Action Requested

- No formal action
- Discussion about these four projects, their merits relative to the EDA request
- Direction to proceed forward with more staff and consultant review of projects and bring forward formal actions

Next Steps

- Bethesda senior housing – City Council conduit bond issuance in May; Minnesota Housing application tax credits and tax-exempt bonds
- Dominion – City Council conduit bond issuance in May; Minnesota Housing application tax credit and tax-exempt bonds
- George's Village Creek apartments – Term sheet in June; land use process in summer
- Pulte Regent Site homes – A community meeting in May; Term Sheet in May/June; land use process in summer

City of Brooklyn Park Request for EDA Action

Agenda Item No:	4.1	Meeting Date:	April 20, 2020
Agenda Section:	Consent	Prepared By:	Theresa Freund, Program Assistant
Resolution:	N/A	Presented By:	Kim Berggren, Executive Director
No. of Attachments:	4		
Item:	Consider Approving EDA Meeting Minutes		

Executive Director's Proposed Action:

MOTION _____, SECOND _____ TO APPROVE THE DECEMBER 16, 2019, JANUARY 21, 2020 FEBRUARY 18, 2020 AND MARCH 30, 2020 EDA MEETING MINUTES.

Overview:

N/A

Primary Issues/Alternatives to Consider:

N/A

Budgetary/Fiscal Issues:

N/A

Attachments:

- 4.1A DECEMBER 16, 2019 MEETING MINUTES
- 4.1B JANUARY 21, 2020 MEETING MINUTES
- 4.1C FEBRUARY 18, 2020 MEETING MINUTES
- 4.1D MARCH 30, 2020 MEETING MINUTES

THE BROOKLYN PARK ECONOMIC DEVELOPMENT AUTHORITY
OF THE CITY OF BROOKLYN PARK
DECEMBER 16, 2019 REGULAR MEETING MINUTES

I. ORGANIZATIONAL BUSINESS:

1. CALL TO ORDER: President Jeff Lunde at 7:00 p.m.

ROLL CALL PRESENT: President Jeff Lunde, Vice President Lisa Jacobson, Treasurer Wynfred Russell and Commissioners Mark Mata, Terry Parks and Tonja West-Hafner, Executive Director Kim Berggren and EDA Secretary Theresa Freund

ABSENT/EXCUSED: Susan Pha

2. PUBLIC COMMENT AND RESPONSE:

2. A Response to Prior Public Comment: None.

2. B Public Comment: None.

3. APPROVAL OF AGENDA

MOTION WEST-HAFNER, SECOND JACOBSON APPROVING THE AGENDA AS PRESENTED. MOTION PASSED UNANIMOUSLY.

II. STATUTORY BUSINESS:

4. CONSENT:

- 4.1 Consider Approving Meeting Minutes.

MOTION WEST-HAFNER, SECOND JACOBSON TO APPROVE THE AUGUST 19, 2019 EDA MEETING MINUTES. MOTION PASSED UNANIMOUSLY.

- 4.2 Notice of Administrative Action to Issue Tax Increment Financing Note to Scannell Properties #321, LLC.

MOTION WEST-HAFNER, SECOND JACOBSON TO ACCEPT NOTICE OF ADMINISTRATIVE ACTION TO ISSUE TAX INCREMENT FINANCING NOTE TO SCANNELL PROPERTIES #321, LLC. MOTION PASSED UNANIMOUSLY.

- 4.3 Consider Approving an Amendment to the BrookLynk Cooperation Agreement between the Brooklyn Park EDA and the City of Brooklyn Center.

MOTION WEST-HAFNER, SECOND JACOBSON TO WAIVE THE READING AND ADOPT RESOLUTION #2019-32 APPROVING AN AMENDMENT TO THE BROOKLYNK COOPERATION AGREEMENT BETWEEN THE BROOKLYN PARK ECONOMIC DEVELOPMENT AUTHORITY AND CITY OF BROOKLYN CENTER. MOTION PASSED UNANIMOUSLY.

- 4.4 Consider Approving 2020 EDA Meeting Calendar.

MOTION WEST-HAFNER, SECOND JACOBSON TO APPROVE THE PROPOSED 2020 EDA MEETING CALENDAR. MOTION PASSED UNANIMOUSLY.

5. PUBLIC HEARINGS:

- 5.1 None.

6. GENERAL ACTION ITEMS:

- 6.1 Consider Accepting D'Amico Catering's Annual Business Plan.

MOTION RUSSELL, SECOND JACOBSON ACCEPTING D'AMICO CATERING'S ANNUAL BUSINESS PLAN. MOTION PASSED UNANIMOUSLY.

- 6.2 Consider Authorizing Conveyance of EDA-Owned Land to the City for Fair Oaks Park

MOTION JACOBSON SECOND PARKS, TO WAIVE THE READING AND ADOPT RESOLUTION 2019-31 AUTHORIZING CONVEYANCE OF EDA-OWNED LAND TO CITY FOR FAIR OAKS PARK. MOTION PASSED UNANIMOUSLY.

- 6.3 Consider Funding Four Additional BrookLynk Interns for the 2020 Youth Sports Initiative.

MOTION LUNDE, SECOND PARKS TO DIRECT STAFF TO FUND FOUR ADDITIONAL BROOKLYNK INTERNS FOR THE 2020 YOUTH SPORTS INITIATIVE. MOTION CARRIES (5 TO 1) WITH COMMISSIONER MATA VOTING NO.

- 6.4 Consider Approving a Preliminary Term Sheet between the EDA and Aeon BP, LLC for the Acquisition and Rehabilitation of Huntington Place Apartment Community.

MOTION LUNDE, SECOND RUSSELL APPROVING A PRELIMINARY TERM SHEET BETWEEN THE EDA AND AEON BP, LLC FOR ACQUISITION AND REHABILITATION OF HUNTINGTON PLACE APARTMENT COMMUNITY. MOTION PASSED UNANIMOUSLY.

III. DISCUSSION:

7. DISCUSSION ITEMS

- 7.1 Status Update – Kim Berggren briefly highlighted the following:

- Staff is conducting business outreach efforts right now visiting businesses. We do plan on bringing information to commissioners this winter to talk more about our business programming.
- I would like to celebrate the success of the Business Champions for Youth Breakfast that was held in partnership with several other entities including Brooklyn Bridge Alliance for Youth. Next year the

event will be held December 1, 2020. Thank you to the commissioners that were able to attend.

- Several years ago, the EDA started funding a modest store for residents to buy promotional material to celebrate Brooklyn Park. We have restocked the store with some modest purchases. The communications team is helping to set those prices, sell and market those items. This is still an ongoing effort of the EDA in that space of marketing the community.
- Avenues for Homeless Youth has changed their name to Avenues for Youth. They are one of our partners and they operate the youth shelter for the EDA.
- Staff would like to share a quick update on the Cultivate Bottineau work. Jennifer Jordan has a few slides to share with commissioners so that you are aware of what has been happening the last few years and some things we are thinking of in the future.

Jennifer Jordan, Senior Project Manager just a quick update on the wrap up of the Cultivate Bottineau effort. You have an extensive interim wrap-up report in your packet. A final report has been issued and we will get that to you when it is available. This was a two-year partnership initiative between Hennepin County, Springboard for the Arts and all the Bottineau corridor cities. The point of it was to engage local artists and learn who our local artists are. Over the course of the two-year period:

- We identified 37 official artists.
- Over 26 total projects.
- 36 artistic happenings.

This is significant because we had over 700 people participate across the corridor. In the pictures shown in this slide one of them is a Brooklyn Park resident and artist Geno, who is a muralist. We have been able to forge a good relationship with him and I think you will see more work from him in the future.

Also, as part of the effort we were able to get two different public realm pieces for our temporary plaza park at 85th Avenue North and West Broadway. The images on the slide show both pieces under construction as well as a concept plan. The one on the left is in the same boat by Mike Klein who grew up in Brooklyn Park and still has family here. The robot park by Nick Knutson who also grew up here in Brooklyn Park. Both pieces are completed and are in storage with our Operations and Maintenance staff and will be installed in the spring. Once again these are artists that we worked with extensively and I think we will see more pieces from them in the future.

Kim Berggren stated I do want to remind commissioners that the project was funded by federal and McKnight Foundation funding in partnership with the other cities.

Commissioner Lisa Jacobson stated I just want to say it is neat to see artists who grew up here come back and have an opportunity to share their art. This is what I was looking forward to with the coming of LRT to make sure that the artists have some ties to this community. So, I just want to say great work. Thank you.

- 7.2 Housing Update – Erika Byrd reported that she wanted to update commissioners on the University of Minnesota CURA, Center for Urban and Regional Affairs on Evictions and Apartment Study. The first advisory council meeting is going to be convening later this week, December 19. Kim Berggren, Breanne Rothstein and I met with the researchers a couple of weeks ago to get some updates on what they are planning. I have a list of the stakeholders that will be involved in that advisory meeting: tenants, landlords/owners, city staff, two council members, youth outreach worker, Hennepin County staff person, some representation from community housing organizations and the researchers themselves who will be facilitating it.

IV. WORK SESSION: Commissioners took a recess at 9:26 pm and reconvened at 9:31 pm. Present: President Jeff Lunde, Vice President Lisa Jacobson, Treasurer Wynfred Russell and Commissioners Mark Mata, Terry Park and Tonja West-Hafner, Executive Director Kim Berggren, EDA Secretary Theresa Freund, Economic Development & Housing Director Breanne Rothstein and Development Project Coordinator Erika Byrd were present. Absent/Excused: Susan Pha. This portion of the meeting was not televised nor videotaped but was open to the public.

8. WORK SESSION ITEMS:

- 8.1 Discuss Housing Policy in Brooklyn Park – Erika Byrd stated the EDA and Council has done a lot of work in this space in the last few years. Current and recent policy work:
- Mixed-Income Housing Policy
 - Fair Housing Policy
 - Apartment Action Plan
 - Housing Policy Matrix
 - NOAH Preservation Program
 - Tenant Notification Ordinance
 - Eviction and Housing Stability Research - CURA

EDA staff, in consultation with housing and community groups, recently updated the Matrix of Housing Strategies and Tools. When staff talked to these groups there were a few items that rose up for recommendations, they would like shared with the City Council and EDA. Their recommendations are:

- Rental assistance i.e. Kids@home
- Pre-eviction notification
- Update rental licensing practices

Following discussion, commissioners stated Huntington Place is their primary focus right now and they are concerned about staff taking on these recommendations.

- 8.2 Discuss Development of North Hennepin Community College Surplus Land for Affordable Housing – Erika Byrd stated NHCC has vacant land on the campus, north of 85th Avenue North to the east of where the Center for Innovation and the Arts is planned. This land is owned by the Minnesota State Colleges and Universities system. It was included in the corridor development initiative which was a LISC lead workshop event with developers, community members and other stakeholders.

North Hennepin Community College received permission to designate the land as surplus. This was done because they don't need this land to build future buildings. The college would like to sell the land to the city. They would like to see housing available on this site that would serve students, but not traditional student housing. If the city is not interested, they would sell the land to the private market.

Staff is proposing if commissioners are interested, to enter into an option to purchase the land but only execute the option if we were to find a developer and be able to work on the development. If the EDA would like to buy the land, this would be a year and a half process:

- Staff would talk to developers, either do a request for proposals or request for qualifications to get some development ideas.
- Come back to the EDA for a development agreement and there would likely be financing.

Commissioners and staff discussed the options listed in the report and potential funding sources. Consensus was to move forward with securing an option on the site for development of a future well site and the purpose of seeking a potential development partner.

- 8.3 Discuss Potential Business Incubator Model Options – Breanne Rothstein reported a business incubator was identified as a priority in 2019. In addition, many community members, small businesses and nonprofits have asked expressed this same desire for a small, affordable space within the community for rental or ownership options.

There are a lot of different models and there are many definitions of incubators anywhere from requiring short-term leases to just being smaller spaces, global markets, food markets and co-ops, which are shared ownership. There are a lot of different types of funding sources to help with these, though none fully fund them. Depending on the type of incubator there are tax programs to access new market tax credits. A matrix was provided in your packets with different options.

Following discussion from commissioners, staff will do further research as time allows.

V. ADJOURNMENT

Meeting adjourned at 10:46 p.m.

Respectfully Submitted
EDA Secretary Theresa Freund

THE BROOKLYN PARK ECONOMIC DEVELOPMENT AUTHORITY
OF THE CITY OF BROOKLYN PARK
JANUARY 21, 2020 ANNUAL MEETING MINUTES

I. ORGANIZATIONAL BUSINESS:

1. CALL TO ORDER: President Jeff Lunde at 7:00 p.m.

ROLL CALL PRESENT: President Jeff Lunde, Vice President Lisa Jacobson, Treasurer Wynfred Russell and Commissioners Mark Mata, Terry Parks and Tonja West-Hafner, Executive Director Kim Berggren and EDA Secretary Theresa Freund

ABSENT/EXCUSED: Susan Pha

2. PUBLIC COMMENT AND RESPONSE:

2. A Response to Prior Public Comment: None.

2. B Public Comment: None.

Economic Development & Housing Director Breanne Rothstein introduced BrookLynk Staff:

- Catrice O'Neal, BrookLynk Program Manager
- Paul Vang, BrookLynk Coordinator
- Merissa Murray, BrookLynk Specialist

3. APPROVAL OF AGENDA

MOTION WEST-HAFNER, SECOND JACOBSON APPROVING THE AGENDA AS PRESENTED. MOTION PASSED UNANIMOUSLY.

II. STATUTORY BUSINESS:

4. CONSENT:

4.1 Consider Approving Meeting Minutes.

MOTION WEST-HAFNER, SECOND LUNDE TO APPROVE THE SEPTEMBER 16, 2019 EDA MEETING MINUTES. MOTION PASSED UNANIMOUSLY.

4.2 Consider Designating US Bank as the Official EDA Depository for 2020.

MOTION WEST-HAFNER, SECOND LUNDE DESIGNATING US BANK AS THE OFFICIAL EDA DEPOSITORY FOR 2020. MOTION PASSED UNANIMOUSLY.

5. PUBLIC HEARINGS:

5.1 None.

6. GENERAL ACTION ITEMS:

6.1 Consider Election of Officers.

MOTION JACOBSON, SECOND RUSSELL TO ELECT LUNDE AS PRESIDENT OF THE BROOKLYN PARK ECONOMIC DEVELOPMENT AUTHORITY. MOTION PASSED UNANIMOUSLY.

MOTION JACOBSON, SECOND RUSSELL TO ELECT PHA AS VICE PRESIDENT OF THE BROOKLYN PARK ECONOMIC DEVELOPMENT AUTHORITY. MOTION PASSED UNANIMOUSLY.

MOTION PARKS, SECOND LUNDE TO ELECT JACOBSON AS TREASURER OF THE BROOKLYN PARK ECONOMIC DEVELOPMENT AUTHORITY. MOTION PASSED UNANIMOUSLY.

MOTION LUNDE, SECOND JACOBSON TO ELECT WEST-HAFNER AS SECRETARY OF THE BROOKLYN PARK ECONOMIC DEVELOPMENT AUTHORITY. MOTION PASSED UNANIMOUSLY.

6.2 Consider Approving Loan Agreement and Associated Documents between the EDA and Aeon BP, LLC for the Acquisition and Rehabilitation of Huntington Place Apartment Community.

MOTION LUNDE, SECOND WEST-HAFNER TO WAIVE THE READING AND ADOPT RESOLUTION #2020-1 AUTHORIZING A LOAN FOR THE HUNTINGTON PLACE APARTMENTS PROJECT AND APPROVING THE EXECUTION OF RELATED DOCUMENTS. MOTION CARRIES (5 TO 1) WITH COMMISSIONER MATA VOTING NO.

III. DISCUSSION:

7. DISCUSSION ITEMS

7.1 Status Update – Kim Berggren stated the update this month has an emphasis on entrepreneurs and small businesses.

- Plan It! Entrepreneur cohort graduation was Celebrated at the North Hennepin Community College. This is an entrepreneurship program hosted by some of our nonprofits.
- We are launching our BR&E, Business Retention and Expansion and support programs for businesses. The kickoff meeting was at the Business Forward group. They are going to be advising us on things that we could be doing to improve that work. The work will also be informed by the result of the small business survey that the Liberian Association is undertaking right now.
- The Village Creek banners are being redesigned and long overdue. There are some images of the banners in commissioners' packets. There will be a slight change to the dance image. The banners will be going up shortly in the Village area.

- The Advisory Council for the Center for the Innovation of the Arts will be kicking off on February 14. Commissioners Susan Pha and Wynfred Russell have volunteered as district members to serve on that advisory council along with several other local leaders and stakeholders. The charge of that group will be to advise the partners on both the fundraising strategies, service champions for the project and also to help ensure that the project is an inclusive project as we move forward making sure we are serving the needs of the community.

7.2 Housing Update – Erika Byrd, Development Project Coordinator highlighted the following:

- The University of Minnesota Center for Urban and Regional Affairs, also known as CURA, is doing a year-long research project in the city on renter quality of life and housing stability. Earlier this evening we had our third advisory council meeting. The group is made up of tenants, landlords, council members, city and Hennepin County staff, community and housing stakeholders and researchers. The group has been working on establishing shared values, sharing data on information and working to narrow down the scope of research questions. The group will have another subsequent meeting in February to decide on the full research questions and scope of research.

IV. WORK SESSION: Commissioners took a recess at 8:34 pm to conduct a Special Council Meeting. EDA Meeting was reconvened at 9:27 pm. This portion of the meeting was not televised nor videotaped but was open to the public. Present: President Jeff Lunde, Vice President Susan Pha, Treasurer Lisa Jacobson, Secretary Tonja West-Hafner and Commissioners Mark Mata, Terry Park and Wynfred Russell, Executive Director Kim Berggren and Economic Development & Housing Director Breanne Rothstein were present. Absent/Excused: None.

8. WORK SESSION ITEMS:

8.1 Discuss the Potential Acquisition and Redevelopment of the Villas Townhouses – Breanne Rothstein reported the Villa Townhouses are located at the northeast corner of Yates Avenue North and Brookdale Drive. The property includes six, three-bedroom rowhouses that are owned by four different owners. One is owned by two different people jointly. Four of the units are rentals. They were built in the 1960s. The property is twice as large as the development and is 1.13 acres in size total.

The property has several code enforcement violations on it. The primary issue is the driveway and the parking area, which needs total reconstruction. Another issue is that one of the units is experiencing some structural issues as the garage is caving in and the decking on the top is deteriorated. Over the years there have been some deferred maintenance items and the property needs new siding and probably windows as well.

Staff has met with all the property owners twice. The first meeting was to talk about options that the city has for rehab. At that time the owners expressed interest in potentially selling as part of a redevelopment. We convened a more formal meeting to discuss options and confirmed their interest in selling.

The preliminary cost for acquisition, relocation and demolition is \$1.1 million based on the estimated market values of the properties. If a redevelopment partnership was pursued, we are looking at fifteen owner occupied affordable three-bedroom townhomes. We know that two and three bedrooms are needed in the community. This would replace and then add nine units to the site. Staff has talked to multiple developers and Habitat was the only one interested. A variety of funding sources would have to be pursued from the county, Minnesota Housing as well as the Met Council and other possible sources.

Commissioners asked staff questions on the options presented. They also expressed discomfort about being asked for funding when the properties were not maintained.

V. ADJOURNMENT:

Meeting adjourned at 10:08 p.m.

THE BROOKLYN PARK ECONOMIC DEVELOPMENT AUTHORITY
OF THE CITY OF BROOKLYN PARK
FEBRUARY 18, 2020 REGULAR MEETING MINUTES

I. ORGANIZATIONAL BUSINESS:

1. CALL TO ORDER: Vice President Susan Pha at 7:00 p.m.

ROLL CALL PRESENT: Vice President Susan Pha, Treasurer Lisa Jacobson, EDA Secretary Tonja West-Hafner and Commissioners Mark Mata, Terry Parks, Wynfred Russell and Executive Director Kim Berggren
ABSENT/EXCUSED: President Jeff Lunde.

2. PUBLIC COMMENT AND RESPONSE:

2. A Response to Prior Public Comment: None.

2. B Public Comment: None.

3. APPROVAL OF AGENDA

MOTION MATA, SECOND WEST-HAFNER APPROVING THE AGENDA AS PRESENTED. MOTION PASSED UNANIMOUSLY.

II. STATUTORY BUSINESS:

4. CONSENT:

- 4.1 Consider Approving Meeting Minutes.

MOTION MATA, SECOND WEST-HAFNER TO APPROVE THE NOVEMBER 18, 2019 EDA MEETING MINUTES. MOTION PASSED UNANIMOUSLY.

5. PUBLIC HEARINGS:

- 5.1 None.

6. GENERAL ACTION ITEMS:

- 6.1 Consider Authorizing the Executive Director to Negotiate and Enter into an Option Agreement for the Purchase of North Hennepin Community College Surplus Land at 6900 85th Avenue North.

Erika Byrd, Development Project Coordinator introduced Jeff Williamson, Interim NHCC President to Commissioners.

MOTION RUSSELL, SECOND PHA, TO WAIVE THE READING AND ADOPT RESOLUTION #2020-2 AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND ENTER INTO AN OPTION AGREEMENT FOR THE PURCHASE OF NORTH HENNEPIN COMMUNITY COLLEGE SURPLUS LAND AT 6900 85TH AVENUE NORTH. MOTION PASSED UNANIMOUSLY.

- 6.2 Consider Authorizing Release of a Request for Proposals (RFP) for Development of a Citywide Wayfinding Plan.

MOTION PARKS, SECOND JACOBSON, TO WAIVE THE READING AND ADOPT RESOLUTION #2020-3 AUTHORIZING RELEASE OF A REQUEST FOR PROPOSALS (RFP) FOR DEVELOPMENT OF A CITYWIDE WAYFINDING PLAN. MOTION CARRIES (5 TO 2). COMMISSIONER MATA VOTED NO.

III. DISCUSSION:

7. DISCUSSION ITEMS

- 7.1 EDA 2019 Annual Report – Kim Berggren stated the annual summary report is something staff has gathered together sharing all of the actions of the EDA. We use it throughout the year to communicate to folks the role of the EDA in various capacities. I am going to go through a few highlights of the report and then would be happy to answer any questions that commissioners might have:
- The top 10 employers page is the place to look to find that data. Target, Caterpillar, North Hennepin Community College and HyVee are the top employers today. We are planning to get to 40,000 jobs by the year 2040. That is the planned goal in terms of how we talk about it related to the Met Council. We also have talked about an aspirational goal of getting to 50,000 jobs for the community.
 - There is great data in the summary about the industrial growth of Brooklyn Park. We were able to find information that tells us the city is leasing an average of 400,000 more square feet of space than was vacated. This has been happening for each of the past five years. We are one of the top places where you are seeing industrial job growth and the development of facilities.
 - We have also highlighted some of the big developments of the year: Christina's Day Care getting approved in the Village Creek area; Second Harvest moving forward and they are in the process of getting built out; the clubhouse renovations, the major improvements to that facility and the birth of the new restaurant, the Brooklyn; and also the Center for Innovation and the Arts project which also hit another milestone this last week when we kicked off the Advisory Council meeting for that project.
 - Page seven we are highlighting some of the transportation projects that the EDA works to support: Highway 252 and the new interchange up at 101st Avenue North and Highway 169. Also, several groundbreakings.
 - In your annual report you will noticed that we highlighted the EDA's strategic priorities and the efforts that were made to make progress in the Opportunity Zone and plan and promote investment in Village Creek. There were a lot of conversations about how we could activate the Opportunity Zone.
 - The Summer Blossom program you only see once a year but just concluded its 20th year activating the garden community. The EDA has been running the programs for many years and is coordinated by Theresa Freund. We celebrated those enhancements to the community.

- Page 8 is business vitality and there are some good talking points here, so I want you to notice those as you are out talking about Brooklyn Park. We are ranked fourth in the state for the number of manufacturing jobs and the city has added 1,500 in the last three years. We are tenth in the state for number of new jobs added since 2015. Third fastest job growth rate from 2015 to 2019. We are responsible for 10% of the absorption of industrial space. These are some very important indicators as we are talking about how we are doing in our business vitality.
- You will also see on this page we have highlighted some of the work that has been happening in the business incubators space, the recruitment and marketing of our restaurant community and the revamping of our business retention and expansion program. We have ramped up our businesses this past year and we will continue to focus on this going forward.
- Page 9 shows some additional work we have been doing in the business space. I would like to point out that our Business Forward Forum was the most well attended event that we have had in the eight years running it. We are definitely seeing participation grow in this space.
- In the Open to Business Program that we fund, in partnership with Metropolitan Consortium of Community Developers, we served 53 clients in that program. A notable point about that program is that it is serving 72% minority entrepreneurs.
- In the housing space, it is a notable accomplishment to have put out \$319,000 in rehabilitation loans. This was a result of the revamping that the EDA did this spring with the loan programs. Staff has run a series of workshops in the homeowners' space to help support homeownership in our community.
- There has been a lot of focus in rental housing and our biggest initiative right now and we are halfway through, is the establishment of the Center for Urban and Regional Affairs Study with the University of Minnesota to understand life as renters.
- You will see some of the other things that happened this year highlighted on page 12 including investments in the apartment communities Autumn Ridge, Brooks Landing, Brook Gardens and Huntington Place.
- We don't always talk about the other things that are happening. The EDA supports Brooklyn Avenues for Youth facility which is the shelter that provides safe housing for homeless youth or youth experiencing homelessness. This past year 104 young people in Brooklyn Park and surrounding communities were served at that facility that is owned by the EDA.
- Page 14 highlights the accomplishments of BrookLynk Program. The advisory board members are listed as well as the numbers and metrics we track around this program. Over 100 internships were coordinated, 233 participants in the alumni network, which is a focus area we want to build up to make sure participants in this program continue to go on and get access to careers. You will also see the demographic served with 93% youth of color and 80% qualify for free and reduced lunch, which is a metrics for understanding the income of the family.
- On Page 15 we highlighted the progress we have made around planning related to the light rail transit corridor, the Blue Line. As

you recall commissioners had input this past year on the branding effort along the corridor that was done in collaboration with the county and corridor cities. What is shown is the logo that emerged from that collaboration process and the name, Northwest Crossing. You will now see the use of that logo and terminology as we continue to celebrate and promote the corridor.

- On page 16 I would like to highlight some of the work that was done in the temporary plaza, which is adjacent to the North Hennepin Community College and the library. Shown are two images of art pieces that we will be seeing at that site this coming spring. They were created by local artists. An interactive tool has been created that will be able to promote development opportunities along the Northwest Crossing Corridor.

Vice President Susan Pha stated I would like to thank the staff for all the work they did this past year. I often forget how much we do until the annual report comes out. We have a lot to be proud of. Thank you to all the staff for implementing these different projects and work. As we look into what we want to do in 2020 as a priority it may these seem very ambitious for us to tackle a lot of new things as well. When I look over what we have accomplished in 2019 I know we can do anything we set our mind to.

7.2 Status Update – Kim Berggren highlighted the following:

- Christina's Child Care Center project has slowed down a little bit because the project is now accessing New Market Tax Credits, which is a program to bring additional financial support into the deal. It is only accessible to certain neighborhoods in the community. We are happy to see the banks are offering this strategy to help this business be successful long term. It has slowed down a bit but is still on track and we will see that moving forward.
- I also want to point out the Corridor Development Initiative workshops that are happening right now. Cindy Sherman our Planning Director and Sarah Abe from the Economic Development group are helping to coordinate and run that process on the EDA owned site. Please continue to attend those workshops if you are available to and promote them among your networks to make sure folks are aware. We have had pretty good attendance for the first one and we would like to keep that attendance up over the four workshops.
- Quick update on the Highway 169 / 101st Interchange project we are still finalizing the purchase agreement for the few parcels that are going to be purchased by the EDA. If you recall, we talked about the EDA taking ownership of the remnant parcels that could be used for development in the future. We are anticipating the EDA taking action on one of those parcels and we have two additional parcels that will be coming before the EDA this spring. I just wanted to keep that on your minds so that when that comes forward you will have the context for it. The good news about the interchange if you haven't heard of it already, the bids did come in lower than anticipated. The EDA has committed to funding the development gap for the interchange so that we will have a full funding package put together. The fact that the bids came in lower would reduce the amount of our contribution to the project.

- The CITA Project, Center for Innovation and the Arts had a great kickoff event for the advisory council last Friday. There was good participation from stakeholders in different categories representing all different types of stakeholder groups. We will continue convening that council on an every other month basis to help advocate for the project, fundraise and the third charge of that group is to help insure that as the project advances that the goals of equity and inclusion are being integrated into the project and planning and final design of the facility.
- Don't forget we have the 28th Annual Brooklyn Park Real Estate Forum this week. If you have an interest in attending, it will be this Thursday morning. The forum is marketed to people who are selling homes in Brooklyn Park. We have had great attendance in past years, and we are looking to continue that Thursday.
- BrookLynk

Commissioner Mark Mata asked if Christina's Day Care accessing New Market Tax Credits affect the city's portion of the property tax that would be received? Kim Berggren stated that the New Market Tax Credit does not impact the market value of the building so it should not have an impact on what the tax bill would be for that facility. It is a financing mechanism.

Commissioner Mark Mata stated North Hennepin Community College is coming to the city and asking to use our staff and knowledge to be the developer of their property. This would be a good opportunity to negotiate with them to provide a couple of two-year scholarships for BrookLynk or Avenues youth. Kim Berggren responded we do a lot to partner with the college in the spaces you are talking about. It is challenging when we try to take things from different buckets and put them into one space. Given that we are working with the centralized state college on the option agreement, North Hennepin Community College doesn't have a lot of ability to influence what that looks like because it is at the state level.

- 7.3 Housing Update – Erika Byrd, Development Project Coordinator stated she would like to highlight the study being done by Center for Urban and Regional Affairs (CURA) at the University of Minnesota. The Advisory Council has met four times. The Council has met to establish shared values, share data information, fine scope and get feedback on research questions. They also developed collaboratively a purpose statement, which I will share. The purpose statement is “The Brooklyn Park Housing Advisory Council aims to ensure that all residents who rent are engaged, informed and have equitable access to stable and dignified housing.”

The next phase is to identify and recruit participants and conduct interviews and focus groups. Several questions are being asked with attention to the knowledge of both renters and landlords that they have around rights and responsibilities, safety and stability of households. We will be doing research over the next few months on that. The council will convene in the spring to get a status update on how that is all going and to provide some additional feedback. I will also want to note that we attached a rolling list of all policies, programs and projects on the housing update. I am happy to take any questions on the CURA Study or any of the projects or programs.

Vice President Susan Pha stated Commissioner Tonja West-Hafner and I had the opportunity to be part of the Brooklyn Park Housing and Advisory Council. It was great to see so many people in our community and stakeholders coming together to come up with solutions, questions and thoughts as a community around our housing issues and how we can address them. I would like to thank the people who took the time to be part of the Advisory Council and to meet.

Commissioner Tonja West-Hafner stated I really felt that it was such a nice mix of residents/tenants. That was one of the things that stuck out to me when we were coming up with the vision and the guidance of trying to bring everything together on what the scope was going to look like as far as the study goes. Surprisingly we all kind of had the same idea and I think that no matter who you were in the room everyone wanted to get to the same place. I kept hearing how nice it was to all come together and it was really heartening to be part of it.

- IV. WORK SESSION: Commissioners took a recess at 8:01 pm and reconvened at 8:06 pm. Present: Vice President Susan Pha, Treasurer Lisa Jacobson, Secretary Tonja West-Hafner and Commissioners Mark Mata, Terry Park and Wynfred Russell. Executive Director Kim Berggren and Economic Development & Housing Director Breanne Rothstein were present. Absent/Excused: President Jeff Lunde. This portion of the meeting was not televised nor videotaped but was open to the public.

8. WORK SESSION ITEMS:

- 8.1 Discuss Proposed Multi-Family Reinvestment Programs – Kim Berggren stated there are two proposed reinvestment programs for rental communities that staff would like to talk to you about tonight. The first is a program that commissioners have been asking for which is the small rental program. The second is a program that would help continue to do some of the work that we have already been doing in some of the apartment communities related to exterior improvements. Staff is looking for your feedback on the proposed criteria for eligibility, guidelines, terms and conditions that we are proposing and any other things you want us to be doing.

Following discussion with staff commissioners provided their feedback and directed staff to draft the relevant guidelines for the proposed programs and present them for consideration at a future EDA meeting.

- 8.2 Discuss 2020 EDA Strategic Priorities - Kim Berggren stated this is a broad conversation around what the EDA would like to see for strategic priorities in 2020.

The EDA can celebrate the 2019 strategic work that has been completed, some will be ongoing. They will also be shown in our annual report:

- Restaurant week.
- NOAH Program gave out a \$5 million loan.
- Revamped our housing program. Over \$300,000 was accessed by the community.

Strategic work continuing from last spring into 2020:

- The Business Incubator.
- Village Creek development opportunities. We are continuing to talk and listen to developers about the Regent Avenue site. Continuing to focus on the Welcome site and the Villas project.

Last year we only talked about new priorities. We are continuing the BLRT advocacy work and Beyond the Rails planning effort and we are also working on the Center for the Innovation of the Arts. These are two big strategic priorities of the EDA.

We wanted to list out the other things that staff believe will be on their work plan for this year and get feedback from commissioners on which ones are the most important for you. These are listed out in your packet and we have also given you a ranking handout that is like what you did last year. At the end of this conversation I would invite you to rank your priorities and give us your handout back. We can summarize your rankings and give them to you at our next meeting or we can bring you back.

Commissioners looked over the list and commented on what jumps out to them, what they care most about, what is missing and what is not a priority. At the end of the conversation Kim Berggren stated from what I heard tonight we will come back and have another conversation on this topic.

V. ADJOURNMENT:

Meeting adjourned at 9:34 p.m.

THE BROOKLYN PARK ECONOMIC DEVELOPMENT AUTHORITY
OF THE CITY OF BROOKLYN PARK
MARCH 30, 2020 REGULAR MEETING MINUTES

I. ORGANIZATIONAL BUSINESS:

1. CALL TO ORDER: President Jeffrey Lunde at 6:30 p.m.
As previously noticed, this meeting of the Economic Development Authority is being conducted by phone pursuant to Minnesota Statutes Section 13D.021. I am physically present in the City Council Chambers. All other Commissioners are participating by phone. All Commissioners can hear one another and can hear all discussion and testimony. All votes taken during this meeting will be conducted by roll call. Members of the public are invited to comment on agenda items by emailing me at jeffrey.lunde@brooklynpark.org (Subject line: "EDA Testimony") or by texting me at 763-242-1555.

PRESENT: President Jeffrey Lunde and City Clerk Devin Montero.

VIA PHONE: Vice President Susan Pha (6:35 p.m.), Treasurer Lisa Jacobson, Secretary Tonja West-Hafner and Commissioners Terry Parks, Mark Mata, and Wynfred Russell (6:34 p.m.); EDA Attorney Jim Thomson; Executive Director Kim Berggren; Senior Project Manager Jen Jordan, Economic Development & Housing Director Breanne Rothstein, City Engineer Jesse Struve; and Operations & Maintenance Director Dan Ruiz.

ABSENT: None.

2. PUBLIC COMMENT AND RESPONSE:

2. A Response to Prior Public Comment: None.

2. B Public Comment: None.

3. APPROVAL OF AGENDA

MOTION LUNDE, SECOND JACOBSON APPROVING THE AGENDA AS PRESENTED. MOTION PASSED UNANIMOUSLY ON A ROLL CALL VOTE AS FOLLOWS: YES: WEST-HAFNER, JACOBSON, PARKS, MATA AND LUNDE. NO: NONE. ABSENT: PHA AND RUSSELL

II. STATUTORY BUSINESS:

4. CONSENT:

- 4.1 None.

5. PUBLIC HEARINGS:

- 5.1 None.

6. GENERAL ACTION ITEMS:

- 6.1 Consider Authorizing an Amendment to the EDA General Fund Budget in the Amount of \$638,084 to Transfer Funds to the City for Acquisition of Parcels 6, 7, and 8 for the 101st Avenue and Highway 169 Interchange Project, CIP 4042-19.

MOTION LUNDE, SECOND JACOBSON, TO WAIVE THE READING AND ADOPT RESOLUTION #2020-4 AUTHORIZING AMENDMENT TO THE EDA GENERAL FUND BUDGET IN THE AMOUNT OF \$638,084 TO TRANSFER FUNDS TO THE CITY FOR ACQUISITION OF PARCELS 6, 7, and 8 FOR THE 101st AVENUE AND HIGHWAY 169 INTERCHANGE PROJECT, CIP 4042-19. MOTION CARRIES ON A ROLL CALL VOTE AS FOLLOWS: YES WEST-HAFNER, RUSSELL, PHA, JACOBSON, PARKS AND LUNDE. NO: MATA.

7. DISCUSSION ITEMS

- 7.1 None.

III. WORK SESSION:

8. WORK SESSION ITEMS

- 8.1 None.

IV. ADJOURNMENT:

Meeting adjourned at 6:40 p.m.

City of Brooklyn Park Request for EDA Action

Agenda Item No:	6.1	Meeting Date:	April 20, 2020
Agenda Section:	General Action Items	Prepared By:	Jennifer Jordan, Senior Project Manager
Resolution:	X	Presented By:	Kim Berggren, Director of Community Development
No. of Attachments:	2		
Item:	Consider Authorizing the Acquisition of the Former Library Site Property and an Amendment to the EDA General Fund Budget and an Interfund Loan		

Executive Director's Proposed Action:

MOTION _____, SECOND _____ TO WAIVE THE READING AND ADOPT RESOLUTION #2020-____ AUTHORIZING THE ACQUISITION OF THE FORMER LIBRARY SITE PROPERTY, AN AMENDMENT TO THE EDA GENERAL FUND BUDGET AND AN INTERFUND LOAN.

Overview:

In 2016, Hennepin County relocated the Brooklyn Park Library from 8600 Zane Avenue to its current location at 8500 West Broadway. In 2019, Hennepin County indicated that they would like to dispose of the property and inquired about the City of Brooklyn Park's interest in acquiring the property. The City Council discussed acquisition in a work session on June 3, 2019 and directed staff to pursue purchase of the property to ensure adequate parking for the Community Activity Center (CAC) and for potential expansion of the CAC or future redevelopment for the future.

Primary Issues/Alternatives to Consider:

- **Shared use of parking lot**

Currently, the Recreation and Parks Department has a Land Use Agreement with Hennepin County for shared use of the parking lot just east of the old Hennepin County Library (see attached site map) through May 31, 2025. This library parking lot is utilized daily to support the programs, services and events (senior activities, banquets, hockey games, etc.) at the Community Activity Center (CAC). If Hennepin County chose to sell the property to an outside party, there are no assurances that there would be continuation of the Land Use Agreement for CAC parking. Purchasing the property from Hennepin County ensures that the CAC has adequate parking for the long-term and maintains the continuity of the city campus.

- **What are the budget impacts?**

The EDA retains a general fund balance that allows it to take advantage of strategic economic development opportunities as they arise. The proposed budget amendment would allocate \$400,000 from the EDA general fund to acquire the property and allow for an eventual interfund loan. This interfund loan strategy offers future flexibility in that it allows for potential payback of EDA general funds through pooled TIF if there is future activity that falls under a TIF-eligible use such as redevelopment or construction of parking.

Recommendation

The Executive Director of the EDA recommends EDA approval.

Attachments

- 6.1A RESOLUTION
- 6.1B LOCATION MAP

THE BROOKLYN PARK ECONOMIC DEVELOPMENT AUTHORITY
OF THE CITY OF BROOKLYN PARK

RESOLUTION #2020-

AUTHORIZING THE ACQUISITION OF THE FORMER LIBRARY SITE
PROPERTY, AN AMENDMENT TO THE EDA GENERAL FUND BUDGET AND AN
INTERFUND LOAN

WHEREAS, the Brooklyn Park Economic Development Authority (the "EDA") proposes to acquire the former Brooklyn Park library located at 8600 Zane Avenue (the "Property") in the City of Brooklyn Park (the "City") from Hennepin County, Minnesota (the "County") in connection with the proposed expansion of the City's Community Activity Center (the "Project"); and

WHEREAS, the EDA and the City have established Tax Increment Financing District No. 3 (the "TIF District") within Development District No. 1 (the "Development District"), and have adopted a tax increment financing plan therefor ("TIF Plan") for the purpose of financing certain improvements within the Development District, pursuant to Minnesota Statutes, Sections 469.174 to 469.1794, as amended (the "TIF Act");

WHEREAS, under Section 469.178, Subdivision 7 of the TIF Act, the EDA is authorized to advance or loan money from any fund from which such advances may be legally made in order to finance expenditures that are eligible to be paid with tax increments under the TIF Act;

WHEREAS, EDA desires to transfer funds from its general fund budget for the acquisition of the Property, a portion of which will be used for parking for the Project and eligible to be paid with tax increments under the TIF Act; and

WHEREAS, the EDA has determined that it is necessary to amend its general fund budget to provide for the acquisition of such Property;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Brooklyn Park Economic Development Authority (the "Board") as follows:

1. The EDA finds (a) that its objectives in encouraging development, redevelopment and expansion of certain property within the City would be advanced by the Project and (b) that the expenditure of EDA funds for the acquisition of the Property for the Project is necessary in order to fully redevelop that area of the City and prevent the emergence of blight.
2. The EDA hereby authorizes the expenditure of available EDA general fund dollars for the acquisition of the Property in the amount of up to \$400,000 or such amount as is determined necessary by the Executive Director of the EDA for the acquisition of the Property and authorizes and directs the Executive Director of the EDA to negotiate a purchase agreement with the County for approval by the Board; including without limitation necessary rights to be reserved by the County.
3. This resolution is evidence of an internal borrowing by the EDA in accordance with Section 469.178, subdivision 7 of the TIF Act in an amount equal to the land acquisition costs of the portion of the Property related to parking for the Project (the "Cost Advances"), and is a special, limited obligation payable solely from the TIF District pledged to the payment hereof under this resolution (the "Interfund Loan"). The EDA will reimburse itself solely from the tax increment from the TIF District for

AUTHORIZING THE ACQUISITION OF THE FORMER LIBRARY SITE PROPERTY, AN
AMENDMENT TO THE EDA GENERAL FUND BUDGET AND AN INTERFUND LOAN

Page 2

the Cost Advances together with interest at the rate of 5% per annum (which is the greater of the rates specified under Sections 270C.40 or 549.09 in accordance with Minnesota Statutes, Section 469.178, Subdivision 7); provided, however, the Executive Director of the EDA is authorized to specify a lower rate. Payments shall be applied first to accrued interest, and then to unpaid principal, unless otherwise specified by the Executive Director of the EDA. Interest accruing from the date of each Cost Advance will be compounded semiannually on February 1 and August 1 of each year and added to principal, unless otherwise specified by the Executive Director of the EDA.

4. Payments on this Interfund Loan may be subordinated to any outstanding or future bonds, notes, or contracts secured in whole or in part with available tax increment, and are on a parity with any other outstanding or future interfund loans secured in whole or in part with available tax increment. The Interfund Loan shall not be deemed to constitute a general obligation of the State of Minnesota or any political subdivision thereof, including, without limitation, the City. Neither the State of Minnesota, nor any political subdivision thereof shall be obligated to pay the principal of or interest on the Interfund Loan or other costs incident hereto except out of the TIF District. The EDA shall have no obligation to pay any principal amount of the Interfund Loan or accrued interest thereon from any other source, and such amounts may remain unpaid after the final Payment Date.
5. The City may at any time make a determination to forgive the outstanding principal amount and accrued interest on the Interfund Loan, in whole or in part, on any date from time to time, to the extent permissible under law.
6. The City and the EDA may from time to time amend the terms of this Resolution to the extent permitted by law, including without limitation amendment to the payment schedule and the interest rate; provided that the interest rate may not be increased above the maximum specified in Section 469.178. Subd. 7 of the TIF Act.
7. The EDA hereby authorizes an amendment to its budget consistent with the expenditure authorized in Section 3 hereof for the acquisition of the Property.

8600 Zane Avenue



City of Brooklyn Park Request for EDA Action

Agenda Item No:	6.2	Meeting Date:	April 20, 2020
Agenda Section:	General Action Items	Prepared By:	Jennifer Jordan, Senior Project Manager
Resolution:	X	Presented By:	Kim Berggren, Director of Community Development
No. of Attachments:	2		
Item:	Consider Authorizing the Demolition of the Former Hennepin County Library Building and an Amendment to the EDA General Fund Budget		

Executive Director's Proposed Action:

MOTION _____, SECOND _____ TO WAIVE THE READING AND ADOPT RESOLUTION #2020-__ AUTHORIZING THE DEMOLITION OF THE FORMER HENNEPIN COUNTY LIBRARY BUILDING AND AN AMENDMENT TO THE EDA GENERAL FUND BUDGET.

Overview:

In 2016, Hennepin County relocated the Brooklyn Park Library from 8600 Zane Avenue to its current location at 8500 West Broadway. In 2019, Hennepin County indicated that they would like to dispose of the property and inquired about the City of Brooklyn Park's interest in acquiring the property. The City Council discussed acquisition in a work session on June 3, 2019 and directed staff to pursue purchase of the property and the possible demolition of the property for future expansion of the Community Activity Center (CAC).

Primary Issues/Alternatives to Consider:

- **Shared use of parking lot**

Currently, the Recreation and Parks Department has a Land Use Agreement with Hennepin County for shared use of the parking lot just east of the old Hennepin County Library (see attached site map). This library parking lot is utilized daily to support the programs, services and events (senior activities, banquets, hockey games, etc.) at the Community Activity Center (CAC).

Due to its location next to the CAC, the EDA/City would use the old library property to ensure adequate parking for the CAC facility and accommodate additional future development in coordination with the CAC.

Staff worked with outside vendors to get cost estimates to better understand the cost associated with purchasing the site from two perspectives: 1) bring the facility up to code/occupancy; and 2) for demolition of the building for future redevelopment. The building needs a new roof, new boiler and mechanicals, remediation of asbestos, and replacement of the bituminous parking lot, which is shared with the CAC.

- **Preliminary Costs for Re-Use**

The preliminary cost to remodel the building to bring it up to a leasable standard was estimated in 2019 as \$663K to \$718K and included new mechanicals and roof but did not include the costs for remodeled interior (changing of walls, plumbing, painting, carpeting, and furnishings), which would be needed once the use and/or function of the space was determined.

Asbestos remediation	\$15,000-\$20,000
New roof	\$350,000
Boiler/mechanicals	\$250,000-\$300,000
Bituminous replacement	\$48,000
TOTAL	\$663,000-\$718,000

- **Preliminary Costs for Demolition**

The preliminary cost estimate for demolishing the building also includes remediation of asbestos prior to demolition of the structure.

Asbestos remediation	\$15,000-\$20,000
Demolition	\$83,500
Contingency	\$25,000
TOTAL	\$128,500

- **What are the budget impacts?**

Should the EDA choose to demolish the building, the estimated cost would be \$128,500. The EDA retains a general fund balance that allows it to take advantage of strategic economic development opportunities and pre-development costs such as demolition as they arise. The proposed budget amendment would come from the EDA general fund.

Recommendation

The Executive Director of the EDA recommends EDA approval of the demolition of the old Hennepin County library.

Attachments

- 6.2A RESOLUTION
- 6.2B LOCATION MAP

THE BROOKLYN PARK ECONOMIC DEVELOPMENT AUTHORITY
OF THE CITY OF BROOKLYN PARK

RESOLUTION #2020-

AUTHORIZING THE DEMOLITION OF THE FORMER HENNEPIN COUNTY LIBRARY
BUILDING AND AN AMENDMENT TO THE EDA GENERAL FUND BUDGET

WHEREAS, the Brooklyn Park Economic Development Authority (the "EDA") proposes to demolish the former Brooklyn Park library building (the "Building") located at 8600 Zane Avenue (the "Property") in the City of Brooklyn Park (the "City") from Hennepin County, Minnesota (the "County") in connection with the proposed expansion of the City's Community Activity Center (the "Project"); and

WHEREAS, EDA desires to transfer funds from its general fund budget for the demolition of the Building; and

WHEREAS, the EDA has determined that it is necessary to amend its general fund budget to provide for the demolition of said Building;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Brooklyn Park Economic Development Authority (the "Board") as follows:

1. The EDA finds (a) that its objectives in encouraging development, redevelopment and expansion of certain property within the City would be advanced by the Project and (b) that the expenditure of EDA funds for the demolition of the Building for the Project is necessary.
2. The EDA hereby authorizes the expenditure of available EDA general fund dollars for the demolition of the Building in an amount not to exceed \$128,500 and directs the Executive Director to execute agreements to commence this work.
3. The EDA hereby authorizes an amendment to its budget consistent with the expenditure authorized in Section 2 hereof for the demolition of the Building.

8600 Zane Avenue



City of Brooklyn Park Request for EDA Action

Agenda Item No:	6.3	Meeting Date:	April 20, 2020
Agenda Section:	General Action Items	Prepared By:	John Kinara, Housing and Redevelopment Specialist Sarah Abe, Project Facilitator
Resolution:	1	Presented By:	Breanne Rothstein, Economic Development and Housing Director
No. of Attachments:	5		
Item:	Consider Approving Rental Rehabilitation Loan Program, the Community Environmental Sustainability Program and Amending the 2020 Economic Development Authority Budget Accordingly		

Executive Director's Proposed Action:

MOTION _____, SECOND _____ TO WAIVE THE READING AND ADOPT RESOLUTION #2020-____ APPROVING THE RENTAL HOUSING REHABILITATION LOAN PROGRAM, THE COMMUNITY ENVIRONMENTAL SUSTAINABILITY PROGRAM AND AMENDING THE 2020 ECONOMIC DEVELOPMENT AUTHORITY BUDGET.

Overview:

The purpose of the rental and multi-family reinvestment programs is to provide financial incentives to the owners of residential rental properties to make physical and structural improvements. The first proposed program, Rental Housing Rehabilitation Loan, fills a gap for financial resources to small renter-occupied buildings that are 16 units or fewer to improve their structural integrity and livability. The second proposed program, Community Environmental Sustainability Grant, encourages large apartments to initiate community engagement efforts, leverage other funding sources and build greater environmental sustainability by focusing on landscaping and stormwater retrofitting projects. During the February 18 Work Session meeting, the EDA Commissioners provided their feedback and directed staff to draft the relevant guidelines for the proposed programs and present them for potential consideration at a future EDA meeting.

Rental Housing Rehabilitation Loan Program

Background:

The EDA offers several successful loan programs to homeowners and large apartment communities for rehabilitation, and this proposed program expands the EDA's services to include smaller rental properties. The Rental Housing Rehabilitation Loan Program would provide financial incentives to encourage investments in physical improvements to the city's small rental apartment housing stock. The EDA has expressed a desire to offer loans to small rental properties for a number of reasons, including 1) to improve the conditions of the city's rental housing; 2) to offer a similar loan program to smaller rentals that is currently available to homeowners; and 3) to encourage community wealth building through successful local real estate ownership.

The City of Brooklyn Park has 27,830 occupied housing units according to the American Community Survey (2018). The owner-occupancy rate in Brooklyn Park has remained stable over the last half decade. Approximately 69% (19,258) of occupied housing units are owner occupied and 31% (8,572) are renter occupied. The chart below outlines the small rentals housing stock by structure type.

Small rental housing stock by structure type		
Type	Units	Percent
Single family, detached	1,365	46%
Townhomes and condos (detached/attached)	974	33%
Duplexes and triplexes	546	19%
Mid-sized multifamily (4 -16)	63	2%
Total	2,948	100%

- **What's the criteria for eligibility?**
 - Applicant must be a residential rental property owner of a building with one to 16 units.
 - Applicant must not own in full or part more than 30 rental units in Brooklyn Park.
 - Property must be located within the City of Brooklyn Park's municipal boundaries.
 - Individual properties within Homeowners Associations and single-family detached properties are eligible.

- **What are the proposed guidelines?**
 - The applicant must have a current rental housing license for the property that has been valid for at least one year. If in the name of a business, the business must be registered with the Secretary of State for at least one year.
 - The combined loan-to-value ratio of all loans secured by the property must not exceed 100% of the property value.
 - The applicant must be current on mortgage property taxes, utility bills, and any outstanding code violations must be remedied by rehabilitation completed with the assistance of this loan.
 - The loan is not income restricted.
 - The maximum debt-to-income ratio is 50% for individual owners. There is no debt-to-income ratio requirement if the property is in the name of a business, but the property and business must show a positive cashflow from the most recent tax returns or adequate cashflow to cover loan repayments.
 - Only one loan will be provided per eligible property during the 10-year loan period.
 - A copy of the current lease must be provided.

- **What are the terms and conditions?**
 - Funds will be awarded in the form of a 10-year, zero-interest loan for:
 - Owners who are Brooklyn Park residents with a household income that is 120% of the area median income or less OR
 - Owners who keep the rent affordable at 60% area median income during the loan term through a deed restriction.
 - If the above terms cannot be met, funds will be awarded in the form of a 10-year term at a fixed interest rate of 3%.
 - If a borrower sells or transfers title of the property before the maturity date, the borrower will be responsible for repaying the loan in full at time of sale.
 - Loan amount: \$10,000 to \$100,000. Maximum amount per unit = \$15,000. The EDA may consider requests for loan amounts more than the maximum on a special case by case basis.
 - Amortizing loan that requires borrowers to make immediate, monthly payments on principal and interest.

- **What are the eligible improvements?**

- Value-added improvements, such as remodeling kitchens and/or bathrooms.
- Maintenance and repair, such as roof and siding replacement, window/door replacement, or electrical upgrades.
- Furnaces, water heaters, and central air conditioning.
- Cosmetic improvements, such as painting, flooring, fascia, soffit and downspouts.
- Improvements to common areas, outdoor seating, decks, play areas, and lawn sprinklers.
- Energy-efficiency improvements, such as insulation, caulking or air sealing and appliances.
- Solar installations or improvements.

- **What are the ineligible improvements?**

- Improvements that begin prior to the day of closing are **not** eligible for loan funds.
- Gazebos, pools, hot tubs, saunas or other exterior amenities not integral to the home.
- Funds used for working capital, debt management, or to refinance existing loans.
- Personal property items, and repairs to property used for business or trade purposes.
- Funds cannot be used to rent or to purchase equipment needed to complete the project.
- Improvements that fall under the responsibility of the Homeowner's Association.

Primary Issues/ Alternatives to Consider

- **How will the program be administered?**

Currently, Center for Energy and Environment (CEE) administers the Brooklyn Park Home Improvement Loan Programs. CEE would be responsible for qualifying borrowers, collecting and reviewing construction bids, conducting remodeler advisor visits with borrowers to prioritize repairs, preparing and recording loan documents, conducting inspections, marketing and working closely with the EDA staff to ensure that the program is implemented accordingly. Under the Amended and the Restated Consulting Agreement and amended program budget, CEE would continue to provide these services for the rental rehabilitation loan program as well as all the other programs.

- **What organization will perform loan servicing work?**

Community Reinvestment Fund (CRF) will provide a full package of necessary services to ensure all servicing aspects of the Rental Rehabilitation Loan Program are covered. Services will include: care and custody of all loan files; monthly loan billing; collection of payments due; remitting loan payments to the EDA; and processing mortgage satisfactions. CRF will provide updated monthly reports to the EDA staff listing all loan program activity and financial transactions for each outstanding loan. Currently, CRF services all the other home improvement loan programs originated by CEE. Under the existing Consulting Agreement, CRF would continue to provide these services.

- **What are the changes to the amended and restated consulting agreement?**

The Amended and Restated Consulting Agreement sets the new effective date from May 1, 2020 through December 31, 2022. The agreement also establishes a one-time program set up fee in the amount of \$1, 500.

- **How will staff monitor rent limits compliance?**

Property owners who elect the option of keeping their rent levels at 60% area median income must file an annual self-certification form that rents charged for the rental units meet these criteria. These rents must also be reflected in the lease agreement that must also be submitted to the EDA staff on annual basis. Properties that elect to

pursue this option will also be eligible for 4D property tax status, which is an estimated 40% annual property tax rate reduction. For example, a single-family home with a \$ 4,000 annual property tax bill will receive a tax reduction of about \$1,600 under the 4D tax classification.

- **What are the budgetary implications?**

Staff proposes a budget of \$500,000 for this program from the EDA general fund or the foreclosure recovery fund. This budget will be adequate to serve approximately 10 to 15 loans in 2020. Payments on the loan will begin immediately and be paid into the same account to maintain long-term financial viability for this program.

Community Environmental Sustainability Program (CESP)

Background:

The purpose of this program is to allow the Brooklyn Park EDA to partner with and incentivize property owners to initiate community engagement efforts, leverage other funding sources and build greater environmental sustainability at large apartment communities. For the past two decades, the EDA has worked with owners and property managers to improve living conditions within the communities and the greater neighborhood through a series of programs and loans. In recent years, investments have included improvements to physical structures and efforts to build a sense of community through resident and property manager engagement.

More recently, City staff from several departments are working to expand community engagement efforts by bringing residents together around a common goal. One example is the design and implementation of a landscaping and stormwater retrofit project at Autumn Ridge in 2018 and 2019. Metro Blooms is a nonprofit that specializes in ecological design, installation, maintenance and equitable engagement services to create resilient landscapes, protect clean water and sustainable habitats. Metro Blooms has worked with several stakeholders to design and implement concept plans for rain gardens, pollinator gardens, playground installations and flood prevention projects at Autumn Ridge apartments. Most landscaping ideas were provided by residents during regularly scheduled meetings and events. Some residents of the community served as project stewards after undergoing training. To date, Autumn Ridge has ten rain and pollinator gardens, a new playground and stormwater runoff systems with over \$271,000 in investment sourced from public and private partners. Because of the success at Autumn Ridge, Brooks Landing and Brook Gardens apartment communities have partnered with Metro Blooms to design and implement landscaping and stormwater retrofit projects in 2020.

These three projects are primarily funded through the property owners and grant organizations such as the Metropolitan Council, Shingle Creek Watershed Management Commission, Hennepin County, McKnight Foundation, Center for Prevention at Blue Cross Blue Shield and the Minnesota Pollution Control Agency (MPCA). Due to the success of leveraging private investment and grant dollars for these projects, this proposed Community Environmental Sustainability Program will incentivize other apartment communities to invest their dollars and pursue these grants to improve outdoor livability and environmental sustainability.

- **What are the benefits to property owners?**

- Improve the aesthetics of the property and manage stormwater runoff.
- Improve the quality of life for residents by adding amenities like gardens and playgrounds.
- Build a sense of community and ownership among residents by being part of the process to achieve these improvements.
- Provide an environmental benefit to water quality, habitat, as well as outdoor environments for the residents of Brooklyn Park.

- **What are the proposed program guidelines?**

- **Eligible projects:** Eligible improvements may include raingardens, native plantings, shoreline restoration, nature-based play areas and amenities that enhance the resident use of improved outdoor spaces according to an EDA-approved plan. This may include benches, seating areas, raised gardening beds, and walkways to access and interact with these environmental improvements. Community engagement and design associated with these enhancement projects are also eligible.
- **Locational requirements:** Proposals that are primarily located on or within view of a public street will be given most consideration when deciding to award funds.
- **Eligible recipients:** Owners or property managers of multifamily housing communities with 50 or more units on the property.
- **Grant amount:** \$5,000 to \$20,000. Up to 50% of the awarded grant can be given to the grantee up front.
- **Grant matching:** A 70% match is required (including owner, in-kind and grant sources). Proposals that have a higher level of owner match will be scored higher.
- **Application deadlines:** Two per year, one in the fall and one in the spring.
- **Individual project timeline:** Up to 12 months from the date the grant contract is signed. Any needed extension of more will be approved upon request on a case by case basis.
- **Program restrictions:** Grants are limited to one per apartment community. Property managers who manage more than one site may apply for a grant at each location.
- **Reporting requirements:** Each grantee must complete the following items:
 - Enter into a formal agreement with the EDA and a maintenance agreement with all funding agencies.
 - Submit a resident engagement plan with metrics for measuring engagement, a scope of work with a budget, concept designs and maintenance plans, and a final report with invoices and project outcomes including documentation regarding expenses to be paid. EDA staff must also conduct an inspection upon project completion.
 - Enter the City's Summer Blossom contest.
- **Program administration:** EDA staff will administer the grant directly by overseeing the process of marketing, receiving and processing applications, awarding grants and managing related payments as well as relevant compliance and reporting requirements.

- **What is the proposed program budget?**

Staff proposes a budget of \$100,000 per year for this program from the EDA TIF #3 fund. This budget will be adequate to serve approximately five to six grants per year depending on the number of the applications submitted. Presently four apartment communities have expressed a strong interest in this program. These are: Brooks Landing, Brook Gardens, Eden Park and The Willows.

- **How will staff market these programs?**

The Brooklyn Park EDA staff will deploy several marketing strategies that will create awareness and promote the utilization of the Rental Housing Rehabilitation Loan Program and the Community Environmental Sustainability Program. Strategies include direct outreach to apartment managers and owners, website advertising and social media campaigns, partnerships with program vendors and a presentation at the coalition of rental property managers meetings.

- **What are the next steps?**

If EDA would like to move forward with these programs, staff will make all the necessary preparations to launch these programs as soon as possible.

Recommendation

The Executive Director of the EDA recommends EDA approval.

ATTACHMENTS:

- 6.3A RESOLUTION
- 6.3B RENTAL REHABILITATION LOAN PROGRAM GUIDELINES
- 6.3C COMMUNITY ENGAGEMENT SUSTAINABILITY PROGRAM GUIDELINES
- 6.3D AMENDED AND RESTATED CONSULTING AGREEMENT WITH CEE
- 6.3E PROGRAM BUDGET

THE BROOKLYN PARK ECONOMIC DEVELOPMENT AUTHORITY
OF THE CITY OF BROOKLYN PARK

RESOLUTION #2020-

APPROVING THE RENTAL HOUSING REHABILITATION LOAN
PROGRAM, THE COMMUNITY ENVIRONMENTAL SUSTAINABILITY
PROGRAM AND AMENDING THE 2020 ECONOMIC DEVELOPMENT
AUTHORITY BUDGET

WHEREAS, the Brooklyn Park Economic Development Authority (“EDA”) was created pursuant to the Economic Development Authorities Act, Minnesota Statutes, Sections 469.090 to 469.1080 (the “EDA Act”), and is authorized to transact business and exercise its powers by a resolution of the City Council of the City of Brooklyn Park, Minnesota (the “City”) adopted on October 24, 1988 (the “Enabling Resolution”);

WHEREAS, the Enabling Resolution was amended by Resolution No. 1995-72 dated March 20, 1995, whereby the EDA was granted all of the powers, rights, duties, and obligations set forth in Minnesota Statutes Sections 469.001 to 469.047 (the “HRA Act”).

WHEREAS, two of the statutory purposes of the EDA are to assist in the redevelopment of blighted and underutilized properties and to provide safe, clean and sanitary dwellings; and

WHEREAS, the Brooklyn Park Economic Development Authority (the “EDA”) proposes to establish the Brooklyn Park Rental Housing Rehabilitation Loan Program (the “Housing Rehabilitation Program”) and guidelines for the implementation thereof set forth in the Request for EDA Action provided to the Board and incorporated herein by reference (the “Housing Guidelines”);

WHEREAS, the EDA proposes to establish the Brooklyn Park Community Environmental Sustainability Loan Program (the “Environmental Sustainability Program” and together with the Housing Rehabilitation Program the “Programs”) and guidelines for the implementation thereof set forth in the Request for EDA Action provided to the Board and incorporated herein by reference (the “Environmental Guidelines” and together with the Housing Guidelines the “Guidelines”);

WHEREAS, the EDA and the City have established Tax Increment Financing District No. 3 (the “TIF District”) within Development District No. 1 (the “Development District”), and have adopted a tax increment financing plan therefor (“TIF Plan”) for the purpose of financing certain improvements within the Development District, pursuant to Minnesota Statutes, Sections 469.174 to 469.1794, as amended (the “TIF Act”);

WHEREAS, EDA desires to transfer funds from the EDA general fund for the implementation of the Housing Rehabilitation Program and the TIF District for the implementation of the Environmental Sustainability Program; and

WHEREAS, the EDA has determined that it is necessary to amend its general fund budget to provide for the Programs.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Brooklyn Park Economic Development Authority (the "Board") as follows:

1. The EDA hereby approves the Programs and the Guidelines and finds, determines and declares (i) that it is in the public interest of the residents of the City that the Programs be adopted and (ii) the rehabilitation and sustainability improvements to housing facilities to be financed thereby are eligible to be paid with tax increments under the TIF Act and the HRA Act.
2. The EDA further approves any related documents necessary in connection with the Programs and the Guidelines, including without limitation all documents or certifications referenced in or attached to the Guidelines (collectively, the "Program Documents") and hereby authorizes the Executive Director of the EDA to execute the Program Documents on behalf of the EDA, and to carry out, on behalf of the EDA, the EDA's obligations thereunder when all conditions precedent thereto have been satisfied.
3. The EDA hereby authorizes the expenditure of (i) available EDA general fund dollars for the implementation of the Rental Housing Rehabilitation Program in the amount of up to \$500,000 or such amount as is determined necessary by the Executive Director of the EDA and (ii) available funds from the TIF District for the implementation of the Environmental Sustainability Program in the amount of up to \$100,000 per year or such amount as is determined necessary by the Executive Director of the EDA and authorizes an amendment to its budget consistent with the expenditures so authorized.
4. The approval hereby given to the Program Documents includes approval of such additional details therein as may be necessary and appropriate and such modifications thereof, deletions therefrom and additions thereto as may be necessary and appropriate and approved by legal counsel to the EDA and by the Executive Director of the EDA prior to their execution; and said Executive Director is hereby authorized to approve said changes on behalf of the EDA. The execution of any instrument by the appropriate officers of the EDA herein authorized shall be conclusive evidence of the approval of such document in accordance with the terms hereof. In the event of absence or disability of the Executive Director of the EDA, any of the documents authorized by this Resolution to be executed may be executed without further act or authorization of the Board by any duly designated acting official, or by such other officer or officers of the Board as, in the opinion of legal counsel to the EDA, may act on the Executive Director's behalf.
4. The authority to approve, execute and deliver future amendments to the Program Documents is hereby delegated to the Executive Director, subject to the following conditions: (a) such amendments or consents do not materially adversely affect the interests of the EDA; (b) such amendments or consents do not contravene or violate any policy of the EDA, the City or applicable provision of law, and (c) such amendments or consents are acceptable in form and substance to the counsel retained by the EDA to review such amendments. The authorization hereby given shall be further construed as authorization for the execution and delivery of such certificates and related items as may be required to demonstrate compliance with the agreements being amended and the terms of this

Resolution. The execution of any instrument by the Executive Director shall be conclusive evidence of the approval of such instruments in accordance with the terms hereof. In the absence of the Executive Director any instrument authorized by this paragraph to be executed and delivered may be executed by the officer of the EDA authorized to act in his or her place and stead.

5. The EDA hereby authorizes and directs the Executive Director and EDA staff undertake and implement the Program Terms and Program Documents as provided therein and take all actions necessary in connection therewith.

Rental Rehabilitation Loan Program

1. **Loan Amount:** Loan amounts from \$10,000 to \$100,000 (Maximum amount per unit is \$15,000, but the EDA may consider requests for loan amounts greater than the maximum on a case by case basis).
2. **Matching Requirements:** None
3. **Amortization Type:** Amortizing
4. **Loan Term:** Up to 10 years
5. **Interest Rate:** 0% if the Borrower(s) is a resident of Brooklyn Park with a household income of 120% area median income or less OR agree(s) to Rent Limitations, and 3% for all other Borrowers.
6. **Loan-to-Value ratio:** 100%
7. **Income Limit for Borrower:** None
8. **Income Limit for Business Entities:** None, but the business must have been in business for at least one year and show positive cash flow from the most recent Federal Tax Return or adequate cashflow to cover loan repayments. If a tax return hasn't been filed a Profit & Loss Statement and Budget must be provided along with current Lease and verification that rent is being received (1-month verification).
9. **Income Limit for Tenants:** None
10. **Rent Limitations:** Borrowers must agree that rents charged do not exceed 60% AMI affordability levels and will be verified annually. If the Borrower agrees to the Rent Limitations, they MUST restrict rents for 10 years from the date of closing or until the property has been sold or ownership has been transferred.
11. **Loan Security:** The loan will be secured with a mortgage in favor of the EDA, unless the borrower is a Condominium or Townhome Association.
12. **Credit / Underwriting Requirements:** All mortgages and property taxes must be current. No outstanding judgements, liens or pending Bankruptcy or Foreclosure.
13. **Debt-to-Income Ratio for Natural Persons:** 50%
14. **Debt-to-Income Ratio for Business Entities:** None, but the business must have been in business for at least one year and show positive cash flow on the most recent Federal Tax Return or adequate cashflow to cover loan repayments. If a tax return hasn't been filed and a Profit & Loss Statement and Budget must be provided along with the current Lease and verification that rent is being received (1-month verification).
15. **Eligible Borrowers:** All borrowers must be either a legal resident of the United States, as evidenced by a social security number, including U.S. citizens, permanent resident aliens and non-permanent resident alien **OR** a registered business with the MN Secretary of State. Borrower must not own more than 30 units in the City of Brooklyn Park.
16. **Ineligible Borrowers:** Homeowner Associations, applicants with no ownership interest, illegal residents or business entities not registered with the MN Secretary of State. Borrowers that own more than 30 units in the City of Brooklyn Park.
17. **Eligible Properties:** All 1-16 unit **licensed** rental properties used for residential purposes located within the City of Brooklyn Park. Individual condominium and townhome units are eligible.
18. **Ineligible Properties:** Properties with more than 16 units, co-operatives, mobile homes and properties used for commercial purposes.
19. **Eligible Improvements:** Permanent interior and exterior improvements including, but not limited to: kitchen and bath remodel, roofing/gutters, siding, window/door replacement, plumbing (including sprinkler systems), electrical, energy star rated appliances, HVAC, water heating, painting, flooring, insulation, solar, decks and improvements to common and play areas.

20. **Ineligible Improvements:** No swimming pools, hot tubs, saunas, whirlpools, furniture or funds for working capital, debt service or refinancing existing debts are allowed. CEE will refer to City Staff whenever eligibility of an improvement project is questionable. Improvements that fall under the responsibility of the Homeowner's Association are also not eligible.
21. **Sweat Equity:** Work may be performed by property owners on a "sweat equity" basis. Loan funds may be used only for the purchase of materials. Loan funds cannot be used to compensate for labor or the rental or purchase of equipment needed to complete the project. Materials must be purchased and installed prior to the disbursement of the loan proceeds. When applicable, a signed city permit must be obtained.
22. **Bids/Contractors:** 1 contract bid required. All contractors must be properly licensed and registered with the Minnesota Department of Labor (if applicable). Permits must be obtained where required by the City of Brooklyn Park.
23. **Multiple Loans:** Only one Rental Rehabilitation Loan may be open at any time.
24. **Post Install Inspection:** Prior to the release of loan proceeds, the property is subject to inspection by a CEE representative or, where a permit is required, work must be off by a City inspector.
25. **Disbursement of Funds:** Funds are held by CEE and payment is made to the contractor upon completion of work. **Down-payments may be made to the contractor or Borrower on a case by case basis as approved by the City.** An inspection will be performed by the City and/or CEE to verify completion of the work. The following items (and any additional as determined by CEE) must be received prior to disbursement of funds:
 - a. Final invoice from contractor (or receipts from supplier))
 - b. Final inspection verification by CEE (if necessary)
 - c. Completion certificate(s) signed by borrower and contractor
 - d. Lien waiver for entire cost of work and
 - e. Evidence of required city permit, where applicable
26. **Work Schedule:** All work must be completed within 120 days of the loan closing. However, when warranted, CEE may authorize extensions on a case by case basis.
27. **Borrower Fees:** 1% Origination Fee and a \$50 Document Preparation Fee, mortgage filing fees, title work, credit report, flood certification and any other applicable closing costs. All fees may be financed.
28. **Loan Administration:** The Rental Rehabilitation Loan Program will be administered by Center for Energy and Environment (CEE) in close consultation with the City of Brooklyn Park EDA staff.
29. **Loan Servicing:** The Rental Rehabilitation Loan Program will be serviced by Community Reinvestment Fund (CRF).

Community Engagement Sustainability Loan Program Guidelines

- **Eligible projects:** Eligible improvements include raingardens, native plantings, shoreline restoration, nature-based play areas and amenities that enhance the resident use of improved outdoor spaces according to an EDA-approved plan. This includes benches, seating areas, raised gardening beds, and walkways to access and interact with these environmental improvements. Community engagement and design associated with these enhancement projects are also eligible.
- **Locational requirements:** Proposals that are primarily located on or within view of a public street will be given most consideration when deciding to award funds.
- **Eligible recipients:** Owners or property managers of multifamily housing communities in Brooklyn Park with 50 or more units on the property.
- **Grant amount:** \$5,000 to \$20,000. Up to 50% of the awarded grant can be given to the grantee up front.
- **Grant matching:** A 70% match is required (including owner, in-kind and grant sources). Proposals that have a higher level of owner match will be scored higher.
- **Application deadlines:** Two per year, one in the fall and one in the spring.
- **Individual project timeline:** Up to 12 months from the date the grant contract is signed. Any needed extension of more will be approved upon request on a case by case basis.
- **Program restrictions:** Grants are limited to one per apartment community. Property managers who manage more than one site may apply for a grant at each location.
- **Application requirements:** Applications must include the following items:
 - Resident engagement plan with metrics for measuring engagement;
 - Scope of work with a budget;
 - Concept designs and maintenance plans;
 - Grantees will be required to enter into a formal agreement with the EDA and a maintenance agreement with all funding agencies after grant approval; and
 - Grantees will also be required to enter the City's Summer Blossom contest.
- **Reporting requirements:** Each grantee must complete the following items:
 - A final report with measurable project outcomes;
 - An EDA staff inspection; and
 - Documentation regarding invoices and expenses to be paid.
- **Program Administration:** The Community Engagement and Sustainability Program will be administered directly by the City of Brooklyn Park EDA staff.

AMENDMENT FIVE to the AMENDED AND RESTATED CONSULTING AGREEMENT

This Amendment, dated as of the day of , 2020, by and between the BROOKLYN PARK ECONOMIC DEVELOPMENT AUTHORITY, with offices at 5200 85th Ave N, Brooklyn Park, MN 55443, (the “Authority”), and CENTER FOR ENERGY AND ENVIRONMENT, with its offices at 212 3rd Avenue North, Suite 560, Minneapolis, Minnesota 55401 (“CEE”) amends that certain Amended and Restated Consulting Agreement, between the Authority and CEE, dated January 14, 2013 (as previously amended, “Existing Agreement”) as follows:

Section 1. Services/Scope of Work of the Existing Agreement shall be amended to reflect the Updated Program Guidelines as reflected in Exhibit 6.3B attached hereto.

This Amendment shall incorporate the Brooklyn Park Loan Program Budget in Exhibit 6.3E attached hereto.

Section 2. Compensation of the Existing Agreement shall be amended to revise the fees set forth in Section 2.1 as follows:

2.1 Unless otherwise stated in the Program Guidelines, the Authority shall compensate CEE for services provided under this Agreement according to the following schedule:

Loan Origination: Home Improvement, Senior Deferred, Code Enforcement and the Down-Payment and Closing Cost Assistance Loan Programs \$550

The Authority shall pay CEE an Origination Fee for each Home Improvement, Senior Deferred, Code Enforcement and Down-Payment and Closing Cost Assistance loan closed. The Origination Fee shall compensate CEE for assisting borrowers with loan applications, preparation of loan documents, loan closing and other direct costs of processing loans.

Loan Origination: On-Bill Repayment \$250

The Authority shall pay CEE an Origination Fee for each On-Bill Repayment loan closed. The Origination Fee shall compensate CEE for assisting borrowers with loan applications, preparation of loan documents, loan closing and other direct costs of processing loans.

Property Inspection (Prioritization/RAV) \$225

The Authority shall pay CEE a fee for each property inspection, prioritization or remodeling advisor visit performed in accordance with the applicable Program Guidelines or request by the borrower or the Authority.

Post Installation Inspection \$100

When installation verification is necessary, the Authority shall pay CEE a fee for each Installation Verification completed, not to exceed three visits for each Program loan. The Installation Verification shall be performed by a CEE representative whenever the project does not require a building permit.

One Time Set-up Fee: Rental Rehabilitation \$1,500

The Authority shall pay CEE for the creation and implementation of the Rental Rehabilitation Loan Program in CEE’s Loan Origination System, update CEE’s website and information sheets. This includes writing guidelines, attending meetings as needed to develop these programs and assist in the promotion of this program.

Annual Administration Fee \$2,500

The Authority shall pay CEE an annual Administration Fee to supply quarterly reports on loan activity, attend up to 2 meetings or events per calendar year and work with the Authority to prepare and execute Amendments to the contract as needed.

The Authority shall pay CEE for the creation and implementation of the Senior Deferred, On-Bill Repayment, Code Enforcement and the Down-Payment and Closing Cost Assistance Loan Programs in CEE’s Loan Origination System, update CEE’s website and information sheets. This includes writing guidelines, attending meetings as needed to develop these programs and assist in the promotion of these programs.

The Annual Administration Fee shall be payable on January 1st of each year the Agreement is active.

Section 5. Term and Termination of the Existing Agreement shall be amended to amend and restate the first sentence of Section 5.1 as follows:

5.1 Unless earlier terminated as provided in the following paragraphs, this Agreement shall become effective on May 1, 2020 and continue through December 31, 2022. Except as amended above, all other terms and conditions of the Existing Agreement shall remain in full force and effect. Except as otherwise defined herein, capitalized terms shall have the meanings ascribed to them in the Existing Agreement.

IN WITNESS WHEREOF, the parties hereunder set their hands as of the date first written above:

BROOKLYN PARK ECONOMIC
DEVELOPMENT AUTHORITY

CENTER FOR ENERGY AND
ENVIRONMENT

By _____
Executive Director

By _____
#3085

TAX ID 41-1647799

TOTAL PROGRAM BUDGET \$1,000,000

BROOKLYN PARK LOAN PROGRAM BUDGET

A.	Home Improvement, On-Bill Repayment and Code Enforcement	\$250,000
B.	Senior Deferred Loan	\$150,000
C.	Down Payment Assistance and Closing Cost Assistance Loan	\$100,000
D.	Rental Rehabilitation Program	\$500,000

Budget Notes:

1. Funds to be transferred between Budget Categories in this Exhibit that do not change the Total Contract Amount must be approved in writing by the City of Brooklyn Park.
2. CEE shall submit monthly invoices to the City of Brooklyn Park for the loan principal and administrative fees.
3. Loan Principal will be funded from the Total Program Budget as stated above and Administrative Fees shall be paid in accordance with the following Administrative Fee schedule.

(a) Loan Origination Fee	\$550 per loan closed
(b) On-Bill Repayment Loan Origination Fee	\$250 per loan closed
(c) Property Inspection (Prioritization/RAV)	\$225 per visit
(d) Post Installation Inspection	\$100 per inspection
(e) Annual Administration Fee	\$2,500
(f) One Time Set-up Fee: Rental Rehabilitation	\$1,500

The Annual Administration Fee shall be payable on January 1st of each year the contract is active.

4. Administrative Fees are not a part of the "Total Program Budget". Administrative Fees do not have a budget and will be paid by the City of Brooklyn Park.
5. Marketing efforts will be supported by CEE and marketing costs are not included in the Total Program Budget. Hourly rates are inclusive of all overhead expenses and will be charged only for hours directly related to the labor of all program marketing. CEE will also be reimbursed by the City of Brooklyn Park for any non-labor, out-of-pocket expenses relating to these services at a dollar-for-dollar basis.

MEMORANDUM

DATE: April 16, 2020
TO: EDA Commissioners
FROM: Kim Berggren, Executive Director
SUBJECT: Status Update

BUSINESS DEVELOPMENT**Brooklyn Park Development Corporation Annual Meeting**

The Brooklyn Park Development Corporation (BPDC) met for its first meeting of 2020 on April 9. During the meeting the Board took care of annual meeting business including appointing officers, welcoming new board members, and discussing the board's 2020 calendar. BPDC also discussed the possibility of amending the by-laws to increase the number of members from five to seven. Since BPDC incorporated in the late 80s the board has had five members made up of two elected officials, a business representative, a resident representative, and a financial representative. The proposed by-law amendment would add two members: a small business representative from a business with 50 or less employees and another financial representative. The goal of the by-law change is to make the board more representative of the community and bring more voices to the table to discuss loan programs offered in Brooklyn Park. The board will officially adopt the by-law changes at its second quarter meeting set for the end of June. At that time staff will begin advertising for the open board spots through City communication channels, connections with local businesses, and working with community partners. All board members are appointed by the City Council similar to other City commissions.

The Board also discussed the potential of deploying an emergency loan program for business affected by the COVID-19 outbreak that may not qualify for emergency funding from either the State of Minnesota Department of Employment and Economic Development (DEED) or the Federal Small Business Administration (SBA). Staff as heard from businesses and organizations working closely with businesses that though a large number of businesses may qualify for SBA and DEED programs some very small and microbusinesses may have difficulty accessing emergency funds. The intent of the proposed Emergency Deferred Loan program is to assist those businesses while not burdening them with debt in the short term knowing they may not be able to begin paying back the loan immediately. Program details are below:

- Loan Amount: up to \$7,500, applicants must show how they intend to use all funds requested
- Interest Rate and Repayment:
 - o 0% fixed rate
 - o Payments will be deferred one year from date of the award
 - o After one year applicants must apply for forgiveness if they are unable to pay back their loan or believe it would negatively impact their business
 - o All applications for forgiveness will be evaluated and approved by the BPDC
- Eligibility Businesses:
 - o Small business, microbusiness, home based business, sole proprietor, or individual contractor operating in Brooklyn Park
 - o 20 or less full time equivalent (FTE) employees
 - o Less than \$2 million annual in gross revenue
 - o Funding priority will be given to businesses that can show they are either ineligible or were denied for State and Federal emergency funding programs such as the

- SBA Paycheck Protection Program (PPP) and Economic Injury Disaster Loan (EIDL) or the DEED Small Business Emergency Loan program
- All applicants must be able to demonstrate they've been negatively impacted by the COVID-19 outbreak
- Eligible Expenses:
 - Rent/mortgage payments
 - Employee health benefits
 - Leave payments and payroll
 - Accounts payables
 - Payments due to suppliers
 - Payment of immediate debts
 - Machinery and equipment funding will be evaluated on a case by case basis and businesses requesting funding for this should be able to demonstrate the immediate business need of the machinery and equipment as it relates to the COVID-19 outbreak

The BPDC will meet again on April 21 to approve the program. If approved, an initial one-week application period will begin. During that time businesses can submit applications to the staff. Staff will give applications an initial score for funding and all application will be brought to the BPDC for final evaluation and approval. Staff plans to underwrite these funds internally by entering into loan agreements with businesses detailing a reporting and repayment criteria. The BPDC anticipates allocating \$250,000 of funds to this program which could help at least 33 businesses in the community.

March and April Business Forward Advisory Board meetings

The Business Forward Advisory Board (BFAB) held its monthly meeting on March 2 at Yasmin Hyder's Maple Grove offices. Yasmin and her family own four McDonalds franchises in Brooklyn Park and have been active on BFAB for nearly four years. At the meeting the group heard from Crime Prevention Specialist Kim Czapar. Officer Czapar gave the group an update on trainings and services offered to local businesses through the police department such as the Citizen's Academy and free site inspections to detect potential public safety issues at businesses. She also spoke to the businesses at length about small business fraud and offered some helpful tips on how to avoid being a victim to fraud.

On April 7, BFAB gathered, virtually, to give feedback on the draft Emergency Deferred Loan program for small business impacted by the COVID-19 outbreak and to begin discussing how to help businesses with marketing the community enters the COVID recovery phase. The draft emergency loan program was well received by BFAB who thought it would be specifically helpful to microbusinesses in the community. The board emphasized a need to be clear about any potential reporting criteria associated with potential forgiveness of the loan, as that could influence a business's desire to apply for the funds. Additionally, BFBA welcomed its newest member, Matt Brugger! Matt recently became the sole owner of Arbor Tree Services, a landscaping company in Brooklyn Park. Matt was interested in joining BFBA to connect with other Brooklyn Park businesses and help shape the City's various business policies and initiatives.

Opportunity Zone Summit

Daniela Lorenz attended the Opportunity Zone Summit hosted by the Minneapolis Real Estate Journal at the Golden Valley Country Club on Friday, March 6. The event brought together investors, accounting professionals, real estate professionals, and opportunity fund managers to talk about successes and challenges one year into the creation of opportunity zones. In general, it has been reported that opportunity zones have been slow to make an impact on development in Minnesota. Some projects have been completed, most notably in Saint Cloud and Fairbault but many investors and developers are still wary about how to use the funds. As of the end of 2019, the federal rules have been set by the Internal Revenue Service which has investors and fund managers confident that developers and investment groups will be more comfortable use the opportunity zone sites in 2020. Brooklyn Park has one opportunity zone that covers the land the

Economic Development Authority (EDA) owns in The Village. When a project or developer expresses interest in the area staff emphasizes the existence of the opportunity zone as a way to help fund development.

Retail and Restaurant Summit

Breanne Rothstein and Daniela Lorenz attended the Retail and Restaurant Summit hosted by the Minneapolis Real Estate Journal at the Golden Valley Country Club on Thursday, March 12. The event emphasized trends in the retail and restaurant industries including the role of online delivery systems, design of space, and the effects of Minneapolis and Saint Paul's new minimum wage ordinances on restaurants in the area. In general, the panels reported that the trends of the past few years continue. Many restaurants are switching to smaller concepts, existing restaurants are setting up for more grab and go opportunities, and large restaurant chains continue to leave the market.

Business Impact Survey results

Staff have conducted several surveys to connect with residents and businesses on the impact of the COVID-19 pandemic. Economic Development and Housing and Environmental Health staff coordinated to speak with about 50 businesses in the city and gain valuable insight on challenges and needs presented by the crisis. Three major themes rose out of the survey: businesses in Brooklyn Park are willing and eager to provide needed services to the community; the most critical need faced by most businesses and in particular micro businesses is quick access to funding for capital expenses; and businesses require technical assistance to access federal and state loan programs. The full results of the survey are attached.

WORKFORCE DEVELOPMENT

Hennepin County Workforce Connections Collaboration Forum

On March 4, Daniela Lorenz attended a Hennepin County collaboration forum centered on the workforce development resources available in the Twin Cities region. The forum featured several speakers including representatives from Real Time Talent, Minnesota's Department of Employment and Economic Development (DEED), Avivo, Hired, Hennepin County, and Twin West Chamber of Commerce. The goal of the forum was to introduce attendees to the vast resource related to workforce development in the region while also asking how the County can better facilitate connecting economic development professionals, businesses, and job seekers to available resources.

BrookLynk Get Ready! training

On March 7th BrookLynk hosted the first of what would have been two Get Ready! work readiness trainings for youth 14-21 across the North metro. The event was held at Hennepin Technical College and 131 youth attended. At the event youth participated in workshops led by BrookLynk alumni and adult trainers in a variety of work readiness skills areas from resume writing and interviewing to communication styles and diversity in the workplace. The event was a success with trainers and youth expressing what a fun and engaging day it was. Due to the recommendations set forth to combat COVID-19 the March 14th session was cancelled. An online version of this training was deployed for youth to participate remotely and has already seen good participation. Applications for summer interviews are strong and employers have mostly committed to hosting interns this summer. Two employers have dropped out, due to concerns around COVID, but internship commitments remain strong to date. BrookLynk staff are committed to delivering program events and services to ensure that youth and young adults have the resources necessary to land their next job.

OTHER

Nonprofit Emergency Fund

On March 23, the City Council approved \$30,000 of levy contingency funds to grant to nonprofit organizations providing direct services to Brooklyn Park residents. Staff reached out to nonprofit organizations across the city to invite applications and received 8 applicants. Five organizations were awarded funding: Avenues for Youth, Community Emergency Assistance Programs (CEAP), Minnesota African Task Force Against Ebola (MATFAE), Organization for Liberians in Minnesota (OLM), and West African Family and Community Services (WAFCS). Funding will be disbursed this week and expended to the community by June 1, 2020. In order to monitor funding, grantees will receive 50% of their award up front and will receive the additional 50% of funds once they can provide evidence of proper use of funds.

Real Estate Forum

The City of Brooklyn Park held its 28th Annual Real Estate Forum on Thursday, February 20th at Edinburgh USA. Themed “Brooklyn Park: Your forever home,” the forum featured keynote addresses on aging in place and housing market trends by Matt Mullins of Maxfield Research and David Arbit from the Minneapolis Area Association of Realtors. Over 120 real estate professionals, brokers as well as other participants filled the room and attended breakout sessions on city neighborhoods, public schools, development updates, recreation and parks, assessing and more. Mayor Pro Tem Lisa Jacobson and City Manager Jay Stroebel were among the speakers and Economic Development and Housing Director Breanne Rothstein served as the event host.



Center for Innovation and the Arts and Blue Line Light Rail Transit Extension Meeting

On March 11, The Twin West Chamber of Commerce in partnership with the City of Brooklyn Park and North Hennepin Community College (NHCC) hosted a meeting to talk to business community members about two major projects in Brooklyn Park; Center for Innovation and the Arts (CITA) and the Blue Line Light Rail Transit (LRT) extension. Shannon Full, Twin West’s Executive Director, greeted attendees and gave them an overview of the conversation, Jay Stroebel and Kent, Stephen from NHCC, gave an update about the CITA project including the ongoing effort to secure funding. Kim Berggren gave an update about the LRT project which centered mostly around the work happening beyond the rails. Several businesses attended including representatives from Tesla, Center Point Energy, MGK, and Second Harvest Heartland.

Center for Innovation and the Arts Advisory Council

The Advisory Council for the Center for Innovation and the Arts held a kick-off meeting on February 14, 2020 and its second meeting on April 13. The Advisory Council's purpose is to advocate for the project, advise and advance fundraising efforts, and ensure the project maintains its commitment to diversity, equity and inclusion. The February meeting was featured in local media stories on [CCX](#) and [KMSP](#).

The Center for Innovation and the Arts proposes an 83,000 square foot arts and cultural center focused on leveraging resources of multiple partners to create a facility at the northeast corner of 85th and West Broadway avenues. The facility would be jointly governed by North Hennepin Community College (HNCC), Metropolitan State University, and the City of Brooklyn Park. NHCC Interim President Jeff Williamson wrote about the project in his February Sun Post column: [Investing in asset preservation and innovation is a win-win](#).



Activity at old Park & Ride site

Three of the four community meetings to create a vision for the site at the intersection of Hwy 610 and Noble Parkway are complete! Residents have expressed their hopes and concerns, participated in a block exercise and heard from a developer panel on opportunities at that location. The final framing recommendations workshop, originally scheduled for Wednesday March 18, has been postponed. The site has been used for this purpose in the past and the workshop Advisory Committee, which is composed of nearby business owners and residents, had no objections to this use of the site.

Staff is also contracting with Metro Transit to make the site available for a State Fair shuttle from August 27 to September 7 in 2020.

Community Development Block Grant Public Services Review

On March 10, Economic Development and Housing Director Breanne Rothstein met with suburban Hennepin County cities' appointees to review and make a recommendation to the Hennepin County board on the allocation of public services dollars (approximately \$450,000 for 2020). Given 2020 is the year of the 5-year Consolidated Plan update, Hennepin County had a lot of survey data from their efforts to inform the public desires for allocation. Overall, cash emergency assistance for maintaining housing stability for tenants rose to the top of the priority list from the Plan update, as well as the discussion within the group of city appointees. Therefore, this service received most of the funding.

Public service agencies funded that specifically serve Brooklyn Park include Salvation Army off of Noble Parkway (emergency rent assistance), People Responding in Social Ministry (PRISM) to expand services to Brooklyn Park and Brooklyn Center (emergency rent assistance), Avenues for Youth (program management for youth), HOME Line (tenant advocacy), Community Mediation and Restorative Services (CMRS) for tenant support in mediation with landlords, CAPI, USA for job training, and Senior Community Services (for senior supports). Reductions in funds from previous years includes Senior Community Services, Brooklyn United Methodist Church, and the YMCA. Staff will provide a formal list upon County approval.

Attachments:

7.1A Business Impact Survey Memo

MEMORANDUM

DATE: April 8, 2020

TO: Kimberly Berggren, Director of Community Development
 Matthew Rabe, Police Officer
 Breanne Rothstein, Economic Development and Housing Director
 Josie Shardlow, Community Engagement Manager

FROM: Sarah Abe, Project Facilitator
 Daniela Lorenz, Business Development Coordinator

SUBJECT: Business Survey Summary

City of Brooklyn Park staff reached out directly to small business contacts via email or phone to hear about their experiences and needs in response to the COVID-19 pandemic. The survey was also posted on the COVID-19 business resources web page and included in a weekly business update email; however, most responses were recorded by staff over the phone.

A total of 48 responses from managers, executives and business owners were recorded across various business types. Staff made a particular effort to reach small businesses and restaurants with the expectation that these businesses were experiencing the most need. Approximately 42% of businesses reached were restaurants, and a comparison of restaurant responses with other business types showed no significant differences except that restaurants were much more likely to be facing closure – a trend which is in line with small business success rates pre-COVID-19 crisis.

Business type	Responses
Restaurant	20
Grocery	8
Manufacturing	6
Retail	5
Professional services	5
Childcare	3
Health care	1
TOTAL	48

Some key themes that emerged from the survey were:

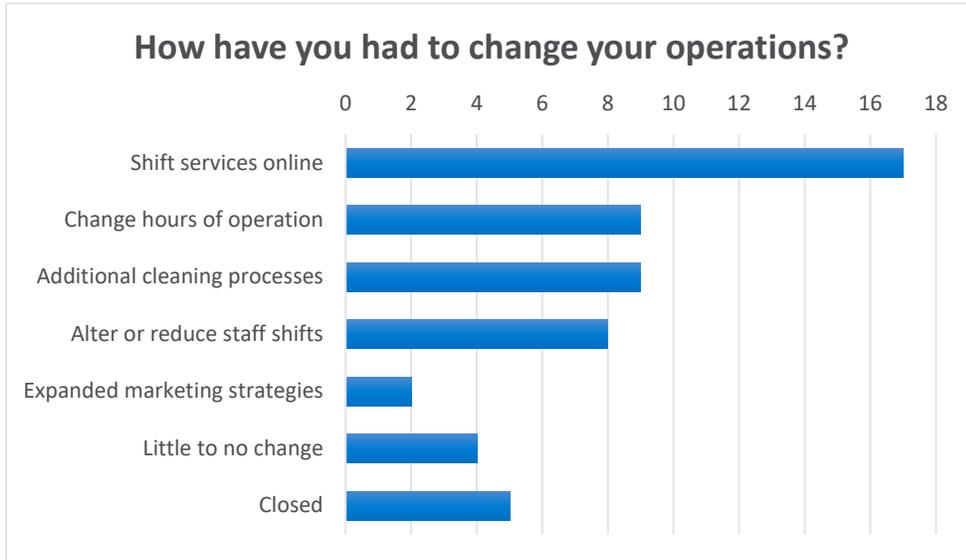
1. The businesses that have resources to share are willing and eager to share what they have with other businesses and the community;
2. By far the greatest need is for immediate financial support;
3. Though many businesses did not identify technical assistance as a critical need, the most frequently asked questions and requests for follow up were regarding technical assistance for loan applications.

Business response

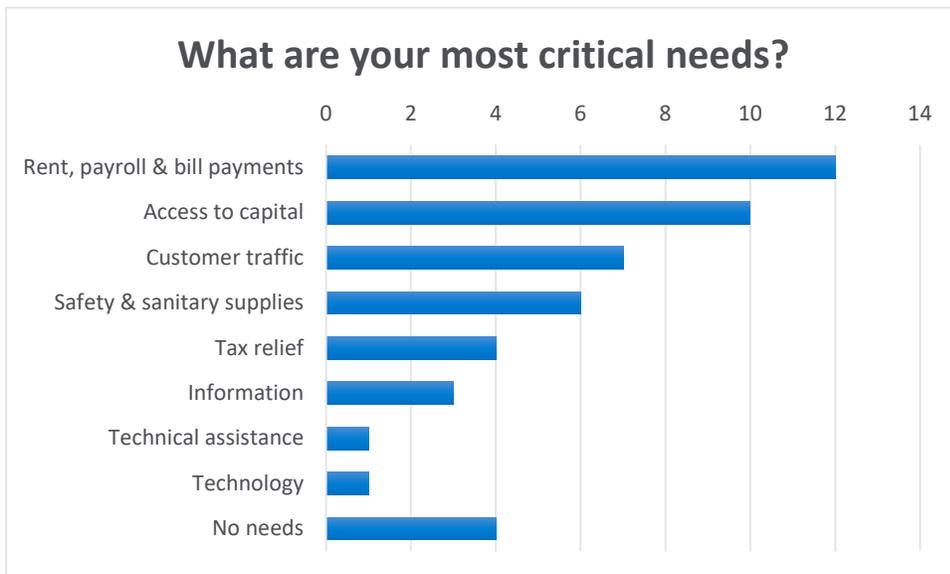
Though many businesses (35%) did not have resources to offer, those that did were eager to offer those services to the community. Many businesses were creative in offering support; some shifted their production of services to fill new needs created by COVID-19 and others offered their existing services free of charge. A full list of businesses and their available resources is below, showcasing the community spirit and connectedness of our Brooklyn Park businesses.

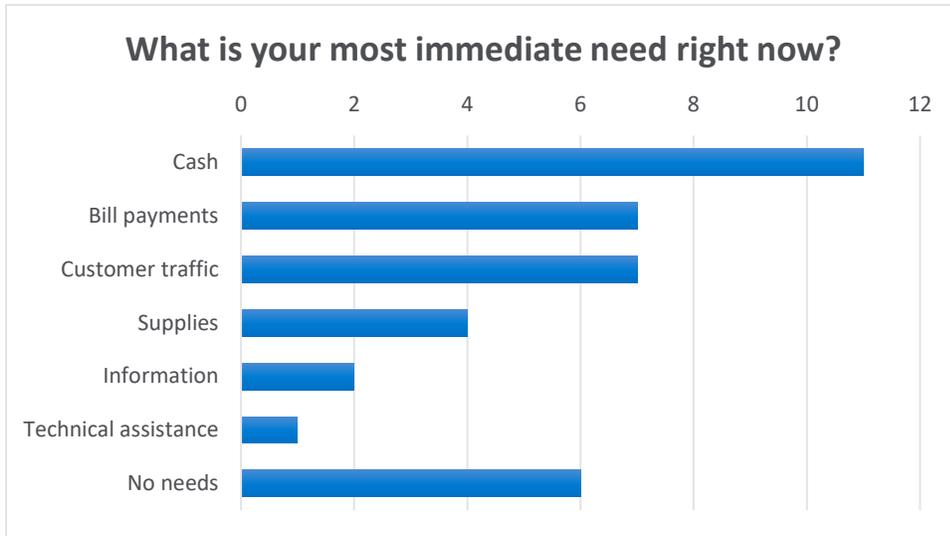
Business name	Resources available
3Rs Early Childhood Learning Center	Childcare & learning
Africa International Market	Rice donation
American Family Insurance	Insurance coverage
Assured Health Clinic	Clinic Space
Broadway Bar & Pizza	Donated all perishable food
Caribou Coffee	Coffee donations available
Chick-fil-A at Brooklyn Park	Potential food donations
Cub Foods Brooklyn Park North	Per request
Customized Accounting Solutions	Technical assistance
Down the Street Nutrition	Pay It Forward Project
DPI Creative, Inc.	Retail design
Express Realty	Mortgage support
Fast Track Products Inc	Custom embroidery
Fat Nat's eggs	Food
Godfather's pizza	Catering services
Kiekow & Sons Construction	Repair and construction services
Mai Childcare	Childcare
MGK	Cleaning products
Modern Manufacturing & Engineering, Inc.	Non-latex gloves
Thai Fusion	Food donations (partnership)
Waterside Market LLC	As needed
Zane Subs LLC DbA Jimmy John's #803	Free bread (1 day old)

Despite their willingness to offer resources, businesses have faced great obstacles due to the pandemic and have responded by shifting operations in various ways. The most common adjustments were to shift services online and encourage remote work. Other strategies included additional cleaning procedures, changing shift times or laying off staff, and adjusting marketing practices to engage with customers online. Only 8% of businesses reported little to no change in operations and 10% of responding businesses had already been forced to temporarily close.



The needs created by the pandemic were acute. Businesses reported the need for capital and support to pay essential bills as their most critical needs. They also reported a strong need for more customers and some requested safety equipment or sanitary supplies. Almost half of the responses were related to financial support, and only approximately 10% of business respondents identified no needs at all.





Finally, many businesses requested technical assistance. Most businesses (69%) were aware of state and federal loan programs and almost all (77%) were interested in pursuing them. Though businesses did not identify technical support as an immediate need in the open-ended questions, almost half (46%) requested support in applying for a loan. Additionally, when asked if they had any closing questions, over half of the questions concerned loan applications and further access to resources. Several of the questions were around specific programs for small or micro businesses, which also showed the need for programs targeting very small businesses in Brooklyn Park.

Conclusions and next steps

Businesses are overwhelmed at this time. The sheer volume of information is daunting even for an experienced business. The City can be immediately impactful by helping businesses access and understand financial resources meant to offset the impacts of the COVID-19 outbreak. In response to the requests for information at the state and federal level, City staff continue to work to connect businesses to the resources available. Weekly emails are sent to the business community and staff are available to answer questions about available programs. Staff have also heard the need for programs that provide capital and technical assistance to micro businesses that may otherwise not qualify for a state or federal loans and are exploring the potential of creating programs aimed at alleviating those needs.

City of Brooklyn Park EDA Work Session

Agenda Item No:	8.1	Meeting Date:	April 20, 2020
Agenda Section:	Work Session	Prepared By:	Breanne Rothstein, Economic Development and Housing
Resolution:	N/A	Presented By:	Breanne Rothstein, Economic Development and Housing Director
No. of Attachments:	6		
Item:	Discuss Four Housing Development Opportunities in the City of Brooklyn Park		

Overview:

In April of 2019, the Economic Development Authority identified the development of EDA-owned sites in the Village Creek/Opportunity Zone area as a strategic priority. Since then, staff has been working to recruit developers and projects for EDA consideration. In the past two months, several housing development opportunities for the development of a total of over 400 housing units (senior, affordable, and market rate) across the city have arisen. There are a series of steps each of these projects must go through to obtain financing and refine site plans and architectural details which require several future EDA/City actions and significant investment in staff time and financial investment from developers.

The purpose of this work session is for the EDA to provide direction to staff on whether to continue forward to the next steps in each of these projects, based on a preliminary analysis of EDA financial support requested and proposed development visions. No formal action is needed tonight, and more detail will be needed in evaluating and finalizing each financial framework. It is anticipated that several, incremental EDA/Council actions will be needed in future months to advance these proposed projects.

Current Proposals:

As an attachment to this agenda item, staff has summarized each of the four development projects that outlines the project's location, proposed unit number and type, proposed funding sources, and total estimated EDA contribution (Attachment 8.1B). The spreadsheet also includes the next step anticipated for each project, should the EDA direct staff and the developers to move forward.

1. Bethesda Senior and I/DD Housing (affordable and market rate) – Jefferson Parkway

Bethesda Lutheran Communities in a non-profit human service and development organization based in Wisconsin that provides homes and support, promotes awareness and advocates for seniors and people with intellectual and developmental disabilities (I/DD). Bethesda's spectrum of services includes residential support programs, community activities and day programs, integrated employment, faith supports and Bethesda College of Applied Learning. They support over 1,800 people across 13 states, including Minnesota, and have a project in Victoria, Minnesota, slated for occupancy in late summer 2020.

Site Plan and Land Use – Bethesda has developed a preliminary concept for the development of 130 apartment homes, 80 of which are affordable units, on the 4.4 acre site at approximately 9450 Decatur Drive North, the northeast corner of Jefferson Highway North and Decatur Drive North in northwest Brooklyn Park. This property is guided and zoned for Neighborhood Retail Business District and this project is consistent with those plans. There would be two wings/financing structures for this project. Building A includes the development of 36 market rate senior apartments and 24 homes reserved for those with I/DD of which 10 are affordable at 50% AMI and

14 are market rate. Building B includes the development of 70 affordable senior apartment homes. Bethesda is incorporating underground parking for 97 units, which will be a welcome amenity in the winter and is consistent with the City's multifamily design standards. The building will include ample common spaces – a multiple purpose community room with a kitchen, fitness center, nooks for small groups, a common patio and outdoor walking paths. A director of activities will customize events that appeal to the personality of the community such as classes, coffee clubs, cooking classes and group trips. A new feeder road and cul-de-sac will be used for vehicular access to this and future developments near this site.

Development Subsidy Requested – Bethesda is requesting EDA financial support to move this project forward. They are requesting the use of \$2.2 million in Tax Increment Financing, \$1M in deferred financing (effectively functioning as a grant payment) and \$111,800 in Sewer Access Charge credits from the EDA to provide the affordability proposed. The total EDA financial support they are requesting is \$3,311,800, which is \$25,500 per unit. This development would also qualify for 4D tax status. Bethesda is also asking the City Council to sponsor tax exempt bonds from the State of Minnesota and that the City apply for a Met Council Livable Communities Act (LCA) grant in the amount of \$1.7M. They are also requesting financing, low income housing tax credits and Housing Infrastructure Bonds from Minnesota Housing as well as affordable housing grants from the Federal Home Loan Bank and Hennepin County. If assisted by the EDA, this project may qualify for 4D tax status.

Analysis - There is an unmet demand for independent senior at all affordability levels, which is reflected in the high occupancy rates and waiting lists at comparable properties such as Brooks Landing Senior (1.8% vacancy rate and a waiting list of over 90 households), Creekside Gables (2.2% vacancy rate), and Celtic Crossing in Osseo (0% vacancy rate). Bethesda will partner with an approved Housing Support provider, which will allow residents with I/DD to access a monthly living allowance to help them pay rent and utilities and fills a need for affordable apartments within a mixed-income community. High construction costs, underground parking and Bethesda's goal of making this development affordable to 70% of the seniors and adults with I/DD require a significant amount of public investment.

Next Steps – Should the EDA be favorable to moving forward with this senior/IDD project and financially contributing in an actual amount to be determined later, the next step would be an application to Minnesota Housing for tax credits and City Council action in May on the conduit debt issuance. Neither of these actions bind the EDA to any level of financial participation, and a series of additional actions and further analysis will be required, should Bethesda receive the increasingly competitive tax-exempt bond allocation. Additional detailed evaluation by the EDA's financial advisor will also be required.

2. Dominium Senior Housing (affordable) – Revive Church Site

Site Plan and Land Use – Dominium Development and Acquisitions, LLC would like to develop 240 units (a mix of one, two, and three bedroom units) of affordable senior housing on the vacant 9.5 acres on the western side of the Revive Church property located at 7849 West Broadway. Revive Church would retain ownership of the eastern half of the parcel to maintain its ongoing operations. These housing units would be 100% affordable at 60% of the Area Median Income (maximum rent including utilities would be \$1,124 for a one bedroom, \$1,350 for a two bedroom, and \$1,560 for a three bedroom unit).

According to Dominium, this project would be similar its other recently completed developments and would be indistinguishable from market-rate senior apartment communities. The units would contain various high-quality finishes and an array of common area amenities such as theater, card and craft room, library, outdoor areas, clubroom, and fitness center. The property is located in the Transit Oriented Development (TOD) zoning overlay, which is guided and zoned for this use. Dominium has a purchase option from the church, and this use is consistent with the church's vision for the property.

Development Subsidy Requested – The financial request is similar to Bethesda’s request – Dominion is asking that the City Council approve a conduit bond issuance of private activity bonds. They are also requesting \$4,270,000 of Tax Increment Financing to provide the level of affordability proposed, which is a total per unit request of \$17,800.

Analysis - This development could provide needed and in-demand senior affordable housing to Brooklyn Park, and the larger Hennepin County area. The project is located off of West Broadway Avenue, which has been targeted for a future Light Rail expansion. Once constructed, the Metro Blue Line Extension would provide convenient access to residents. Additionally, this site is located within the TOD zoning district and is not immediately adjacent to existing apartments in the community.

Next Steps – Should the EDA be favorable to moving forward with senior housing on the Revive site and financially contributing, the next step would be Dominion’s City Council request for conduit bond debt issuance. This action does not bind the EDA to any level of financial participation, and a series of additional actions and further analysis will be required, should Dominion receive the increasingly competitive tax-exempt bond allocation.

3. Devean George Village Creek Apartments, Commercial Kitchen and Incubator Space – Welcome Site

Site Plan and Land Use – The EDA has been introduced and briefed on this project in the past. Devean George is proposing 83 units of mixed-income housing (80% market rate apartments and 20% affordable apartments) on the Welcome Site in the Village Creek re-development area. Additionally, the development includes 10,000 square feet of commercial kitchen space/affordable commercial space. This proposed commercial kitchen space would allow for small business owners who are currently using their home kitchens as business spaces to use this shared kitchen space. Similarly, a non-profit, Building Blocks, would be housed in this project. Building Blocks works to provide stable housing, mentorship to youth, and programming.

Development Subsidy Requested – The developer is asking for several EDA funding sources, including a \$370,000 land contribution, \$2,000,000 in upfront Tax Increment Financing (TIF) and \$1,700,000 in TIF over twenty-six years. Additionally, a \$832,000 Met Council Livable Communities Act (LCA) grant was received for this project in 2018. The total EDA contribution requested is approximately \$3,750,000, which represents approximately \$750,000 in gap funding for the 10,000 square foot commercial space and \$36,000 per unit for the mixed income housing portion.

Analysis – A preliminary evaluation by our financial advisors, Ehlers, suggests a \$1.7M contribution of EDA funds to close the gap between the commercial and residential rents would be reasonable. A more detailed evaluation of exact funding/financing strategy and amount will be refined as the project moves forward to a term sheet in May or June.

Next Steps – Staff is looking for a reaction to the financial request made in order to move forward with a term sheet. Should the EDA want to proceed, the developer would need to submit the developer application fee of \$10,000 so that formal agreements can be drafted by EDA attorneys and financial advisors for term sheet development.

4. Pulte Patio Homes – Regent Site

Site Plan and Land Use – 40 association maintained single-family homes (single-level living, small lot geared towards seniors) with 2.75 acres reserved for future commercial along Brooklyn Boulevard. There is preliminary interest from a coffee user for the northeast corner portion of the site (0.61 acres). This concept would include a very small coffeehouse building with design for drive-thru, walk-up, and carry out service but no inside seating.

Development Subsidy Requested – No direct EDA financial support requested at this time beyond discounted land. The preliminary land purchase offer is \$600,000, which is below the \$2.8M appraised value (the appraised value was based on highest and best use of multi-family housing and mixed use while this offer is based on \$15,000 per home lot). The extension of Village Creek Parkway will also be needed and details on the funding source for that road is still in discussion.

Analysis - Pulte Group has expressed interest in developing the Regent site with 40 single-family homes that would be association-maintained (detached townhomes). These homes would be considered “patio homes” (no basements) with single-level living. They are in high demand in the region, and are attractive to, and marketed to, empty nester/seniors due to the single-level living option. The submitted site plan includes the development of 40 single-family homes, the construction of a public street connecting Unity Avenue to Regent Avenue, the extension of the streetscape of Village Creek Parkway, the allocation of additional public green space along Shingle Creek, and the reservation of 2.75 acres of future commercial use along Brooklyn Boulevard.

Under the current framework, Pulte as developer would pay for and construct the public infrastructure needed to access and serve the development, including payment of associated development fees, and construction of the homes (built to suit for buyers). Pulte has completed market analysis of land values, based on per-lot purchase prices of other Pulte projects in Brooklyn Park and surrounding markets, and is offering \$15,000 per lot, or \$600,000 for the property.

Preliminary conversations and analysis of the coffeehouse suggests that the user would pay market value for the land, per our most recent appraisal.

Next Steps –If the EDA is favorable to the land use and preliminary financial framework, the next steps for this project are a neighborhood meeting and term sheet with Pulte to purchase the property. Pulte would then obtain land use approvals through Planning Commission and City Council this summer with Spring 2021 construction. There are still a number of questions related to this project including affordability levels and the Village Creek Parkway road construction costs that would be negotiated as the project advances.

Recommendation:

There is strong interest from the development community in Brooklyn Park for the construction of a variety of housing types, levels of affordability, and across geographic areas of the city. Based on a regional assessment of land values, construction costs, and development projects in other cities, the EDA should expect any housing project to need some level of financial assistance to move forward, particularly if the projects comply with the mixed income housing policy or provide a significant level of affordable housing or commercial spaces. Each of these projects include a unique and different aspect that is needed and desired within the City. The primary EDA financing source for these projects are land write-downs and Tax Increment Financing. The city’s TIF position is strong, as several districts have been de-certified recently, or will be de-certified in 2020. Furthermore, the two senior projects rely on outside funding sources that are highly competitive, therefore moving forward with these projects at this time would simply allow them to seek that state/federal funding, and they would not necessarily receive it.

If the EDA is not supportive of financially contributing through TIF, land write-downs, and deferred financing to these projects, allowing the developers to pursue state/federal funding sources is not recommended. It should be noted that there are two other developers who have also expressed interest in developing housing in the northern portion of the city as well and may be coming forward with development proposals.

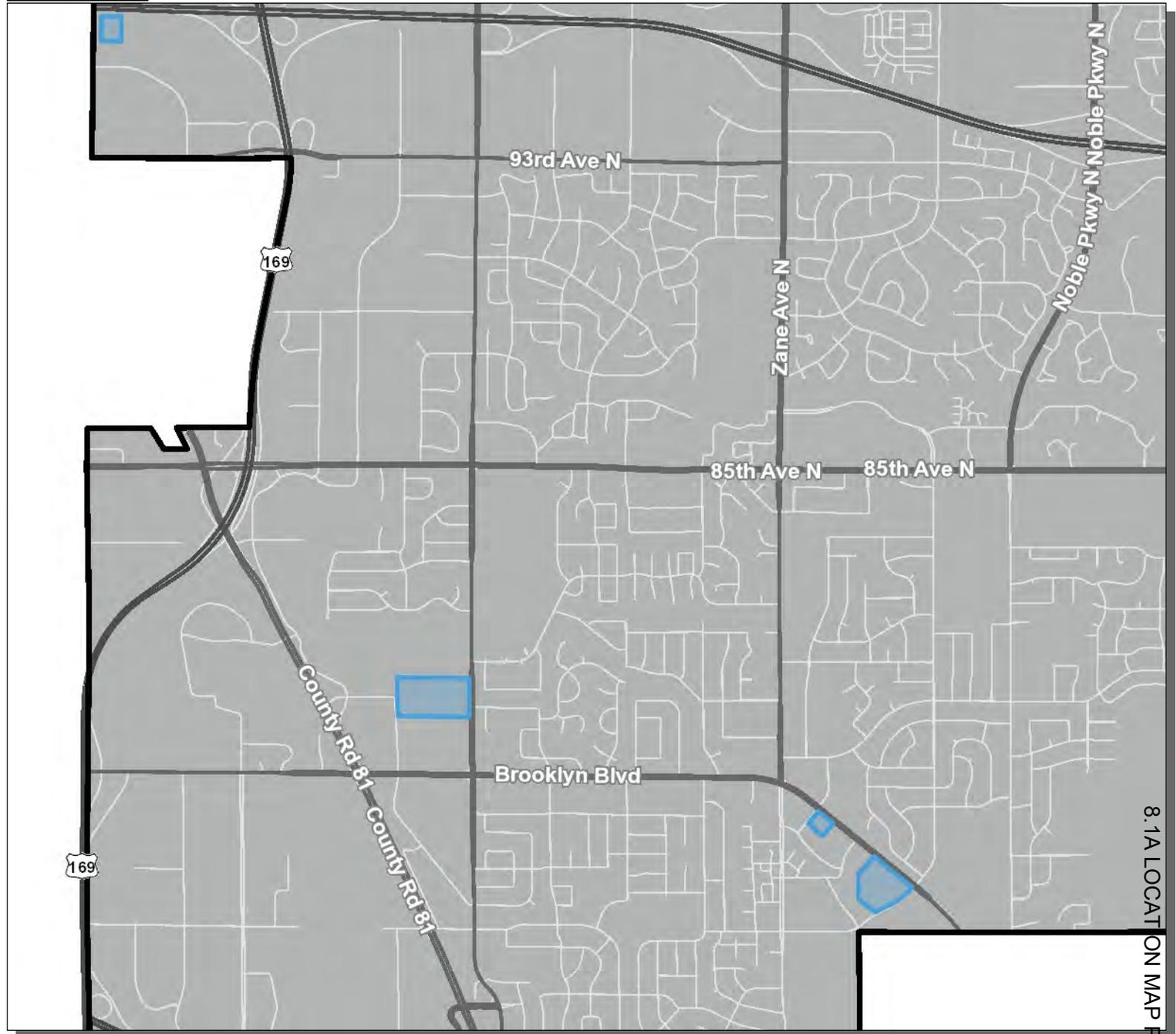
Staff recommends moving forward with all of these projects, due to the geographic dispersion, variety of types and styles of housing (and possibly commercial on the Welcome site) offered, overall funding sources proposed. Securing outside funding is the biggest hurdle to these two projects advancing, therefore it is not likely that all projects will advance to construction.

Attachments:

- 8.1A LOCATION MAP
- 8.1B SUMMARY TABLE OF DEVELOPMENT PROPOSALS
- 8.1C SITE PLAN – BETHESDA
- 8.1D SITE PLAN – DOMINIUM
- 8.1E SITE PLAN – GEORGE
- 8.1F SITE PLANS – PULTE AND INLAND

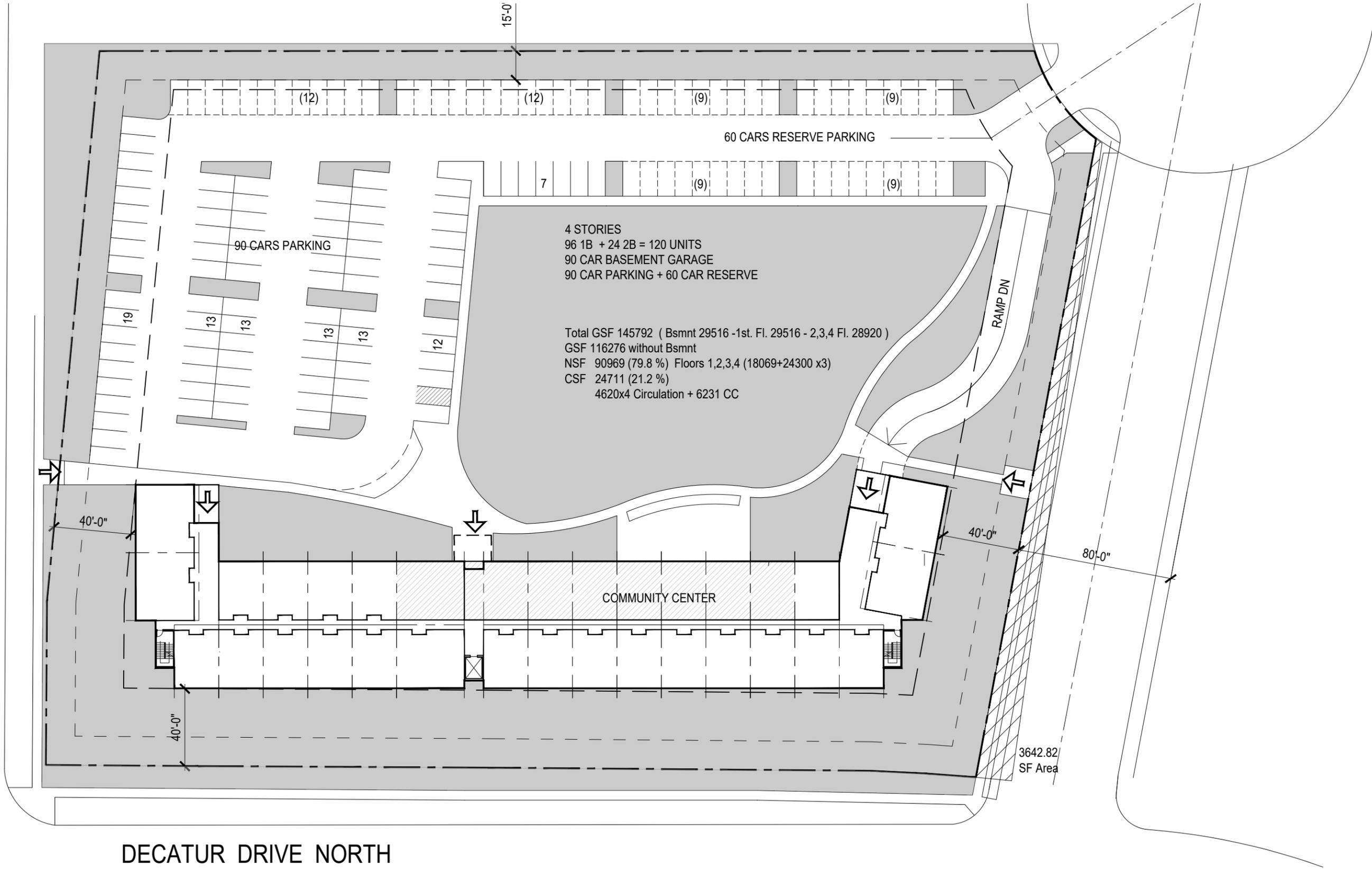
Map Scale = 1: 28,974

- City Boundary
- City Background



Label	Project Location	Project Type	Unit Breakdown	Developer	Total Per Unit EDA \$ Request	TIF Request	Deferred Financing	Tax Exempt Bonds	MN Housing Request	Land Request	Other	Next Steps
1	Jefferson Parkway	Market Rate Senior/Affordable Family (50% AMI)	130 (106 senior, 24 for adults with IDD, 80 total affordable)	Bethesda	\$25,500	\$2,200,000	\$1,000,000	Serve as conduit for tax-exempt bond request to MMB	4% Low Income Housing Tax Credits; Deferred Financing; Housing Infrastructure Bonds	None	City fee reduction of \$111,800 (SAC); \$1.7M LCDA application; County AHIF/HOME Funds; FHLB Loan; 4d tax benefit	City Council conduit bond issuance; Application to MN Housing in May
2	Revive Church site (West Broadway)	All Senior Affordable (60% AMI)	240 affordable senior	Dominium	\$17,800	\$4,270,000	deferred developer fee	Serve as conduit for tax-exempt bond request to MMB	4% Low Income Housing Tax Credits	None	4d tax benefit	City Council conduit bond issuance; Application to MN Housing in May
3	Regent Site (Village Creek)	Market Rate Detached Townhomes; owner occupied	40 townhomes small coffee shop	Pulte Inland	\$0	No	No	No	No	Land writedown TBD		Community Meeting in May; Term Sheet
4	Welcome Site	Mixed Income/mixed use	83 units. 17 affordable and 66 market-rate housing units affordable commercial	Devean George	\$36,000 per unit (housing) \$750,000 for commercial	\$3,750,000	deferred developer fee	No	No	Land writedown of \$370,000	Secured \$852,000 LCA grant; 4d tax credit on affordable portion	Term Sheet in June

JEFFERSON HIGHWAY NORTH



8.1C SITE PLAN BETHESDA Page 8



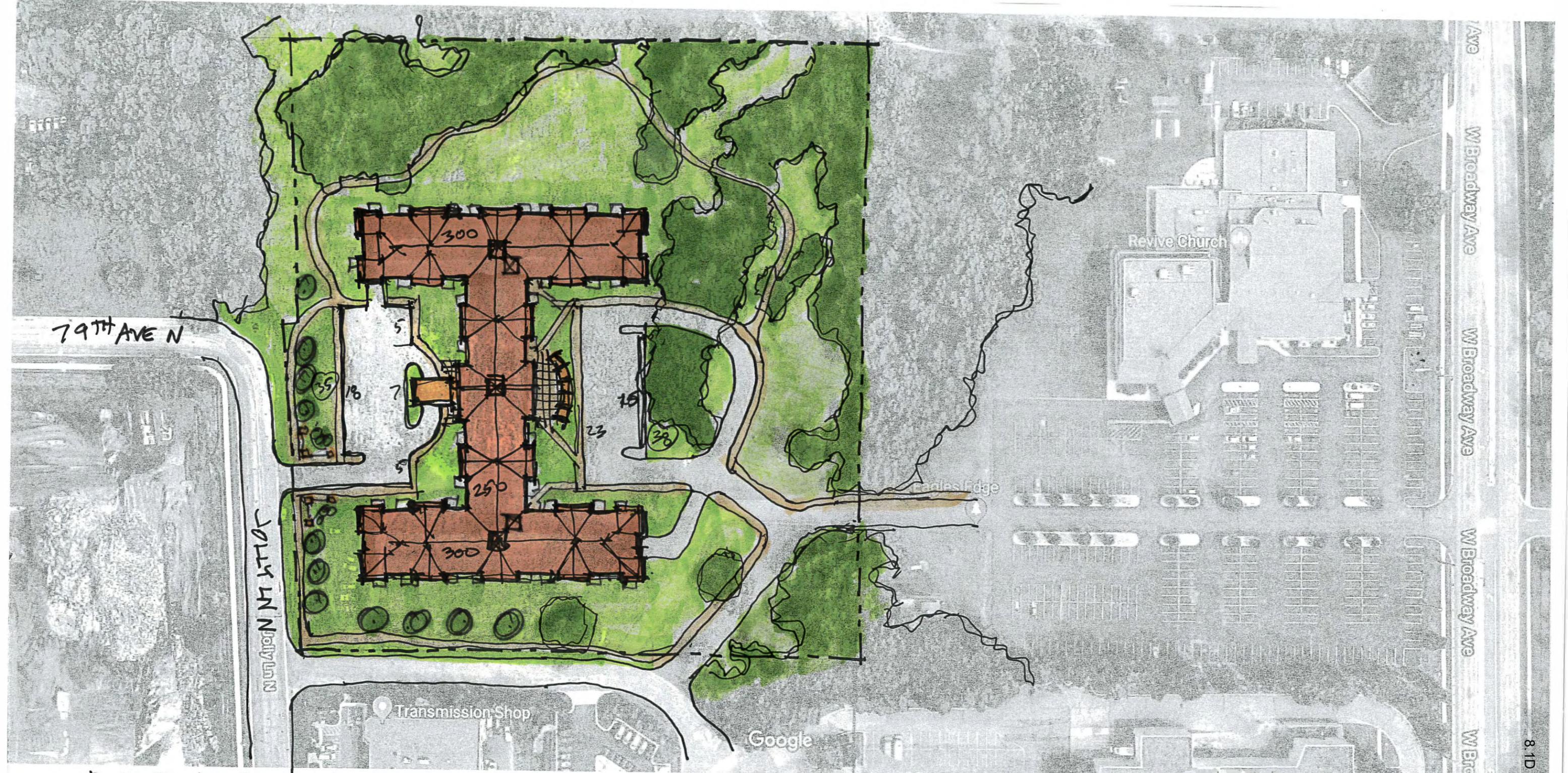
SITE AND BUILDING CONCEPT E

BROOKLYN PARK

E

030420





BUILDING SUMMARY:

$850 \text{ L.F.} \times 64' = 54,400 \text{ GSF/FL}$
 $\times 4 \text{ STORIES}$
 $217,600 \text{ GSF}$
 $\times .85 \text{ EFFICIENCY}$
 $184,960 \text{ NSF}$
 978 NSF/UNIT

189 TOTAL UNITS

PARKING

$54,400 \text{ GSF}$
 $\times 360 \text{ GSF/STALL}$
 150 STALLS
 86 SURFACE
 236 TOTAL

= 1.25 : 1 STALLS/UNIT

BROOKLYN

data ©2018 Google 100 ft



KEY

- PEDESTRIAN/WALKING & BIKING ROUTE
- BUS ROUTE
- VEHICULAR ROUTES
- ✱ INTERNAL & EXTERNAL BLDG. CONNECTIONS
- ✱ PUBLIC BIKE RACK
- ✱ VEHICULAR ENTRY
- ✱ PEDESTRIAN ENTRANCES



GROUND FLOOR USES

■	Area
■	BOH
■	CIRCULATION
■	COMMERCIAL KITCHEN
■	COMMUNITY
■	COMMUNITY ROOM
■	LIVING UNITS
■	PARKING
■	RESTROOMS
■	RETAIL
■	SENIOR HAIR SALON
■	SHARED CO-WORKING SPACE



SITE PLAN

Village Creek Development - 08.09.18



BROOKLYN BOULEVARD

UNITY AVE

PERENNIAL BEDS

EXISTING SIDEWALK

NEW RT IN/OUT

COMMERCIAL 1.01 ACRES

TRAIL EASEMENT



PROPOSED SIDEWALK

STORMWATER POND

1% CHANCE OF FLOOD PER FEMA PANEL

EXISTING TRAIL

NEW FULL ACCESS

0.2% CHANCE OF FLOOD PER FEMA PANEL

PROPOSED SIDEWALK

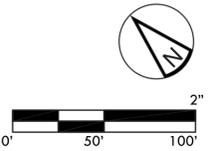
EXISTING EASEMENT

EXISTING TRAIL

REGENT AVE

SHINGLE CREEK

BROOKLYN BOULEVARD CONCEPT
BROOKLYN PARK, MN





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COFFEE DRIVE-THRU CONCEPT (0.61 ACRES)
BROOKLYN PARK, MINNESOTA




 DATE: 4-13-2020
 DRAWN BY: BTD
 SCALE: 1" = 40'-0"

