

THE BROOKLYN PARK ECONOMIC DEVELOPMENT AUTHORITY
OF THE CITY OF BROOKLYN PARK
NOVEMBER 18, 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 Terry Parks, Susan Pha and Tonja West-Hafner, Executive Director Kim Berggren and EDA Secretary Theresa Freund

ABSENT/EXCUSED: Mark Mata.

2. PUBLIC COMMENT AND RESPONSE:

2. A Response to Prior Public Comment: None.

2. B Public Comment: None.

3. APPROVAL OF AGENDA

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

II. STATUTORY BUSINESS:

4. CONSENT:

4.1 Consider Approving Meeting Minutes.

MOTION RUSSELL, SECOND WEST-HAFNER TO APPROVE THE OCTOBER 21, 2019 EDA MEETING MINUTES. MOTION PASSED UNANIMOUSLY.

5. PUBLIC HEARINGS:

5.1 None.

6. GENERAL ACTION ITEMS:

6.1 Consider Approving a Proposal for Planning Services from LISC for the Corridor Development Initiative Process for Property at 4201 95th Avenue North (Former Noble Park & Ride) and Directing the Appropriate Officers to Enter into an Agreement for Services.

MOTION PARKS, SECOND JACOBSON APPROVING A PROPOSAL FOR PLANNING SERVICES FROM LISC FOR THE CORRIDOR DEVELOPMENT INITIATIVE PROCESS FOR PROPERTY AT 4201 95TH AVENUE NORTH (FORMER NOBLE PARK AND RIDE) AND DIRECTING THE APPROPRIATE OFFICERS TO ENTER INTO AN AGREEMENT FOR SERVICES. MOTION PASSED UNANIMOUSLY.

6.2 Consider Approving the 2020 EDA Budget.

MOTION LUNDE, SECOND PHA TO WAIVE THE READING AND ADOPT RESOLUTION #2019-26 APPROVING THE 2020 ECONOMIC DEVELOPMENT AUTHORITY BUDGET. MOTION PASSED UNANIMOUSLY.

- 6.3 Consider Approving the Decertification of Tax Increment Financing District No. 1-16.

MOTION LUNDE SECOND RUSSELL, TO WAIVE THE READING AND ADOPT RESOLUTION #2019-27 APPROVING THE DECERTIFICATION OF TAX INCREMENT FINANCING DISTRICT NO. 1-16 OF THE CITY OF BROOKLYN PARK. MOTION PASSED UNANIMOUSLY.

- 6.4 Consider Authorizing EDA Staff to Execute the Conveyance of a Public Utility Easement on the Property Located at 7516 Brooklyn Boulevard N.

MOTION RUSSELL, SECOND PARKS TO WAIVE THE READING AND ADOPT RESOLUTION #2019-28 AUTHORIZING ECONOMIC DEVELOPMENT AUTHORITY STAFF TO EXECUTE THE CONVEYANCE OF A PUBLIC UTILITY EASEMENT ON THE PROPERTY LOCATED AT 7516 BROOKLYN BOULEVARD N. MOTION PASSED UNANIMOUSLY.

- 6.5 Consider Approving Revised Guidelines for the Brooklyn Park Home Improvement Loan Programs.

MOTION WEST-HAFNER, SECOND PARKS TO WAIVE THE READING AND ADOPT RESOLUTION #2019-29 APPROVING THE REVISED GUIDELINES FOR THE BROOKLYN PARK HOME IMPROVEMENT LOAN PROGRAMS. MOTION PASSED UNANIMOUSLY.

- 6.6 Consider Approval of a 3 Year Contract with Center for Energy and Environment for the Administration of Housing Loan Programs

MOTION PARKS, SECOND WEST-HAFNER TO WAIVE THE READING AND ADOPT RESOLUTION #2019-30 TO CONSIDER APPROVING THE RENEWAL OF THE AMENDED AND RESTATED CONSULTING AGREEMENT BETWEEN THE BROOKLYN PARK ECONOMIC DEVELOPMENT AUTHORITY AND THE CENTER FOR ENERGY AND ENVIRONMENT EFFECTIVE JANUARY 1, 2020 THROUGH DECEMBER 31, 2022. MOTION PASSED UNANIMOUSLY.

III. DISCUSSION:

7. DISCUSSION ITEMS

- 7.1 Status Update – Kim Berggren highlighted the following:

- Urbana Court groundbreaking was held. Commissioner Lisa Jacobson spoke at the event and they had a nice celebration for the second phase of their development. The senior housing is open and now the apartment community is under construction. This will be the second apartment community built in Brooklyn Park since the 1990s. The first being the Doran Development and this market rate project that is moving ahead.

- Daniela Lorenz has been going on our business visit program. Both her and Breanne have been working on revamping that program and being more systematic in collecting data through that program. This will help inform how we revamp our business assistance programs. This will also compliment the work that we have under contract with the folks to do the small business/micro business interviews. This work is underway in this space.
- We had a great Business Forward Forum on October 30th at the clubhouse. A photo of it was provided in commissioners' packet. Several commissioners attended and we had great attendance from the business community. Staff is always looking at new ways to engage businesses and have some ideas for ways to do that going forward.
- Staff has provided additional information on the CITA project. I mentioned during the budget presentation that we are working on a joint powers' agreement. It will be a little bit complicated to navigate what this relationship looks like because it will be long term. We are working with the attorneys and it will likely take several months to draft an agreement that we can bring before you for consideration.
- The LRT planning work, particularly along the marketing of the branding of the Bottineau Corridor has been moving ahead. We have those consultants that have been working under the funding from the federal government and they have released their short list, which I think you have seen. We have not received too much feedback from folks on their preferences, but we do anticipate some additional information coming out on that soon here. There are also small business support services that are being contracted and starting to get underway in the next month that are also under funding from the federal grant program. There is still work happening and we are having conversations about how to advance the LRT project here in Brooklyn Park.

Commissioner Susan Pha reported I am excited about the Minnesota Job Skills Partnerships. This is a program run by the State of Minnesota DEED and it really helps businesses to be able to create training programs and collaborations with accredited educational institutions. This is a great asset to be able to do this within our community. We know of these funds and not a lot of businesses do. We have two businesses Wurth Adams and Design Ready Controls who took advantage of this grant and were able to work with our local community colleges to do this. I would like our city to champion programs like this and find other businesses that could tap into these funds and programs. We want to make sure that every year we are competing for these grants that can benefit our community. I am proud of these two businesses in our city who took the lead to do this. This means that we are training our young people for the future.

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

- The Tenant Notification Ordinance was adopted by the City Council on October 28th. Staff has been working on a communications and implementation plan. We are hoping to get a lot of information out through Park Pages and the website to tenants and landlords in the coming weeks and months.

- The CURA Study work that the researchers have been doing this past month involves a lot of one on one connections and conversations with stakeholders and the community. They are looking to hold the first kickoff of the Advisory Council to convene in December.
- Staff is planning to bring a discussion item to the EDA in December around housing policy. The aim is to refresh the housing matrix we brought to commissioners last year with new information about what is happening regionally, have a conversation and get direction from the EDA on where they want staff to be directing their energy in 2020 so that we can get to work.
- Huntington Place has been an area where the city and staff have put a lot of energy. You will hear from Aeon tonight during the work session part of the meeting. There has been continued conversations with Dominion, Hennepin County, various stakeholders from housing advocacy and housing developer groups and tenants. We plan on continuing those conversations as this moves forward.

Commissioner Susan Pha I would like to thank the people that came last week for the conversation about Huntington Place that came and met with us before the council meeting and during the council meeting. I know that we still have a lot of work to do. Erika when you were talking about more housing policy conversations moving forward, I would like for us to have a community meeting where they can have this conversation with us. We can collect ideas from the community on what kind of housing policy they foresee for our city. I believe we have in the past received feedback on other city initiatives and programs. I would like us to engage the community before we talk about what that policy is going to look like as an EDA or council.

Commissioner Tonja West-Hafner stated I wasn't there but I watched the meeting and listened to the comments made. It was very clear to me that we have a lot of people that don't understand what their rights and responsibilities are as tenants. I know we are handing out the Rights and Responsibilities Handbook in the welcome packets. It seems quite clear to me that people need help understanding how to really get to the root on how they could hold their landlord responsible. In my mind there is a misunderstanding on what the city can and can't do, what we can be involved in and how we can push. We must be sort of the advocate or middle person. Ultimately the buildings are privately owned and haven't received any funding from the city and there are no strings attached other than enforcement of the current codes that are in place. I heard a lot of upset tenants, which they have a right to be if there is work that is not being fixed. I didn't hear a lot of solutions nor input on what potentially they would like. I would like to make sure that is part of the conversation and that it isn't just one-sided. I've heard similar issues with other apartments too. That tells me we need to do a better job of educating tenants about what their rights are but also what their responsibilities are to help move their landlords in that direction to fix things too.

Erika Byrd responded a couple of our efforts in the last few years has been around communications. We know we need to do more in Commissioner Pha's point about listening and to what we are providing in terms of education. We are creating a magnet that rental inspectors can leave

about the process if they have issues to contact their landlord first but also to encourage them to contact the city, if their issues aren't followed up on.

President Jeff Lunde stated my concern with CURA is we are going down a path of where I think the EDA did not want to go. Which is going to the same people to have the same conversation. I know for myself it was very focused on getting CURA to the tenants. I understand that there is a circular path, but my worry is we have the same people who speak for the tenants who are not talking to the tenants. I keep hearing that. Everything I hear about CURA is exactly where I think the EDA was very much questioning and being very assertive where we did not want it to go.

Erika Byrd stated I hear your concern. The EDA's financial contribution will be less than \$30,000 for the study, split between three entities. Staff is not driving the research, but the outline of the contract puts the bulk of the actual research interviews towards tenants themselves. I gave a list of landlords to the researchers and they have been talking to police, Community Development and a few of the elected officials as well. My understanding is that they are trying to balance it whether they are getting that right I don't have the information. Staff can certainly investigate where and who they have been connecting with and provide that information.

Kim Berggren reported it is my understanding that CURA is still in the setup mode and they will be doing the bulk of tenant interviews, but they want to make sure they are asking the right questions. They are in the process of establishing what questions should be asked of tenants so that they get good data when they do those sit downs with tenants. The tenants will be compensated for those interviews. There is an expectation that they will be interviewing many tenants and most of that work will be happening in the spring semester.

President Jeff Lunde stated so I continue since probably May I average about 3-6 tenant conversations a week and some of them are not in our city but are with Dominion. I log my calls and if the CURA study doesn't come back with pretty close to what I hear, which is half the people want stuff fixed and cleaned up. They want to feel like they are being treated with some dignity. The other half of those responses are getting rid of the knuckleheads. If the study comes back and there is no mention about people feeling victimized, taken advantage of or feeling like they are prey, then I will know it is not a real study. I want to believe in the CURA study and invest in it, but my own research data is by what people tell me and I track it.

City Manager Jay Stroebel reported I had my interview today with part of the research group that is doing the work. I had the same question. It is my understanding in terms of the process they are having some initial conversations during this time period. There will be a second phase where the advisory council will inform in terms of next steps of specific research questions they will look into. As part of our arrangement with CURA during that phase they will be doing forty interviews. Whether those are specific interviews with specific individuals or if some of those get slated for focus groups with different groups, specifically at Huntington that advisory group can provide that recommendation. I had a similar recommendation to the researcher I was speaking with. To this point I feel that we have been connecting with a small number of folks, maybe twenty to thirty in a couple

of conversations we have had. It would be great to hear from the more than 2,000 plus people we know live at Huntington. So, if there is a way of stretching out some of those forty interviews to include greater numbers of people to hear a greater breadth of voice that would be a value for the benefit of the research and all the stakeholders involved.

Commissioner Lisa Jacobson stated that I think listening has been great. We have had several listening sessions and some of us have attended all of those. What is difficult for me is when the question continues to be asked or launched at us i.e., we voted you in what you are going to do about this. Again, as several of us have stated up here we don't own the place. There is not a lot we can do in order to fix all that is wrong with our complexes. I just want to make sure that when we look to have conversations moving forward, we think about all the entities that should have a voice such as the school district. I know that they have received notice of the meeting on Tuesday and they had a canned answer like once the bell rings at the end of the school day we are not a part of it. I don't believe that is true. I think they have as much at stake here as we do. I think it is important that their voices come to the table as well as the county. We have heard different thoughts around the county placing individuals at Huntington who couldn't necessarily find housing somewhere else. I think there are so many layers of issues at just one complex, the largest complex we have. Knowing that the police and fire departments of our city are there, I would say every day and multiple times a day for some reason. We expend a lot of our resources there. We listen to the residents, the twelve that continue to show up how do we engage more of them. As City Manager Stroebel stated how do we make them truly understand that it isn't us alone that can fix all the problems going on there. I think that is critically important.

Kim Berggren I just want to make sure everyone understands that the CURA study goes beyond the Huntington Place site. There have been some challenges working with the CURA folks in that same space because there is so much attention on Huntington Place. We will be looking broader in that study.

Commissioner Tonja West-Hafner reported the update states that CURA is working to establish the advisory group. I believe we gave some direction. Do we have any idea who they are engaging for the advisory group? Erika Byrd responded I have a general sense, but I don't have the list. That is something I can look into and report back to you.

Commissioner Tonja West-Hafner stated that is going to be a key piece to this whole puzzle to make sure that people who are real advocates of tenants and making sure we bring that balanced voice to the table.

- 7.3 2020 Legislative Policy Positions – Kim Berggren reported in your packets we have a draft of the legislative initiatives document. I am just looking for feedback. If you think there are things that are missing out of this document or things that you would like to see modified or questions, I am happy to take those. This document will be incorporated into the legislative priorities document the Council will be adopting for both the city and the EDA. This document guides staff as they are talking to people in the industry whether it is at the capitol or in other conversations, we are having with people that are influencing policy. So, knowing where the EDA officially stands is very helpful. I would be happy to take questions or modifications.

Commissioner Susan Pha stated something I would like to suggest and see if it could be possible. I know that we send this document out to our representatives, but I would love an opportunity for our representatives to come visit us in a work session to talk about this face to face. Where we can state that these are the priorities for our city and you as a representative either state representative or senator for our area carry these onto the state level. I know that they are open to meeting with us and waiting for an invitation just like we are open to meeting with our constituents. Kim Berggren responded that I think we did host some meetings last winter. I imagine we will do the same this year for those who are interested in participating.

Commissioner Tonja West-Hafner asked if there were any big changes or additions from last year? Kim Berggren stated it is very similar to the document we had last year. I don't think we used track changes as we prepared this document. We did make some tweaks to the housing space as we are appreciating the desire to really promote the development of more affordable housing in the region. You will see more language regarding that in the housing section. We continue to have an emphasis on jobs and workforce development and manufacturing making sure that those DEED dollars are flowing to help support job development as they have been. There are minimal changes mostly in housing. We did add some additional language around the LRT. Overall it has the same categories and basic statements about the EDA's support. Commissioner Tonja West-Hafner stated she appreciated those additions.

President Jeff Lunde stated I has two points. Is the CareerForce Development Center looking at moving? Maybe enlisting our state legislators that a place in a parking lot that is far away from mass transit is probably not the way to help people who need job training and development. It is near nothing. Kim Berggren responded yes; we know that CareerForce's lease will be coming up. They just did an extension and they are starting to look. Our staff has been actively meeting with them to talk about options. There are various options with partnerships that are being kicked around. If you have thoughts on which sites would be preferred, staff would love to hear about that. Otherwise we are promoting the notion that they leverage transit and partnership opportunities to get the most utilization of a facility here in Brooklyn Park.

President Jeff Lunde reported I was wondering was if they could take their services on the road? Bringing services to people who may want access to those services. Maybe to churches, schools, places where they might provide services. I don't think most people even know that CareerForce exists until they have to apply for unemployment. I would love to have that discussion and I think they could be a great resource for us. One of the challenges I think they have is they have to provide the same service to everyone in the state, which means what we need here is very different to what Duluth, Thief River Falls or Rochester needs. That localization of services is a challenge for them. It would be nice to have a conversation with them about that.

President Jeff Lunde stated under the category of mass transit do you think we have covered the idea for more bus routes in the city east to west? I have had conversations with residents where they have a bus route, it

moves and suddenly their half hour commute becomes an hour and forty-five minutes because the new route comes every other hour, or they have to catch the bus somewhere else. We have talked a lot about east to west transportation and I wonder if we should really call it out. Kim Berggren responded that in the document it is not specifically called out. I will check the city's version because there might be more in there. I know that there is a transportation section there too. We will look at the notion of increased funding for transit services. President Jeff Lunde responded that is one thing he hears that he can't do anything about. When the bus route moves, lives don't become easier and it tends to become much harder.

IV. WORK SESSION: Commissioners took a recess at 8:26 pm to set up for the work session. The meeting was reconvened at 8:34 pm. Present: President Jeff Lunde, Vice President Lisa Jacobson, Treasurer Wynfred Russell and Commissioners Terry Parks, Susan Pha and Tonja West-Hafner, Executive Director Kim Berggren and EDA Secretary Theresa Freund were present. Absent/Excused: Mark Mata. This portion of the meeting was not televised nor videotaped but was open to the public.

8. WORK SESSION ITEMS:

8.1 Discuss and Provide Direction Regarding Financing Status and Options on Creekside Gables Loan – Jennifer Jordan, Senior Project Manager provided background information and an update to commissioners on Creekside Gables. Staff and representatives from BP Partners answered questions from commissioners. Commissioners gave their input and also requested information on similar projects at a future work session.

8.2 Discuss and Provide Direction Regarding Aeon's Proposal to Purchase Huntington Place – Kim Berggren, Executive Director stated Aeon and Dominion are advancing discussions around the transfer of property at Huntington. Aeon is here tonight to introduce themselves, discuss what they are doing in the metro in the NOAH preservation space and set forth their vision for Huntington Place. She introduced Bill Mague, Director of Acquisitions & Special Projects from Aeon.

Mr. Mague gave a presentation to commissioners on their mission, vision and their current portfolio. He spoke on their levels of affordability. Mr. Mague spoke about Aeon's goals and strategies for Huntington Place. Commissioners asked questions throughout his presentation.

8.3 Discuss and Provide Direction Regarding 2020/2021 CDBG Funding Allocation – Breanne Rothstein, Economic Development & Housing Director gave a brief overview of the program and the national objectives. She explained how CDBG in Hennepin County works.

Breanne Rothstein shared the purpose of this discussion is to have a brainstorming session with commissioners on what their priorities for 2020 are and provide feedback to staff. Based on last year's CDBG conversation staff has come up with some possible new program activities.

Commissioners reviewed the activities listed and also suggested other potential activities to staff. During discussion, they provided direction to

staff. In February CDBG funding and allocations will be brought to the Council.

V. ADJOURNMENT

Meeting adjourned at 10:50 p.m.

Respectfully Submitted
EDA Secretary Theresa Freund