

MONTHLY COMMISSION UPDATE

from the City Manager

September 2020

COMMISSION INFORMATION

City Boards/Commissions Reports

- **Budget Advisory Commission**
ATTACHMENTS...
 - Agenda: August 25, 2020
 - Agenda: September 10, 2020 (Joint Meeting with Community Long-range Improvement Commission)

- **Charter Commission**
ATTACHMENTS...
 - Agenda: September 9, 2020

- **Community Long-range Improvement Commission**
ATTACHMENTS...
 - Agenda: September 10, 2020 (Joint Meeting with Budget Advisory Commission)
 - Minutes: August 13, 2020 (draft)

- **Human Rights Commission**
ATTACHMENTS...
 - Agenda: September 2, 2020 Special
 - Agenda: September 17, 2020
 - Minutes: August 20, 2020 (draft)
 - Minutes: September 2, 2020 Special (draft)

- **Planning Commission**
ATTACHMENTS...
 - Agenda: September 9, 2020
 - Minutes: August 12, 2020
 - Minutes: September 9, 2020 (draft)

- **Recreation and Parks Advisory Commission**
ATTACHMENTS...
 - Agenda: September 16, 2020

Reports from Joint Commissions/Other Organizations

- **Metropolitan Airports Commission**

ATTACHMENTS...

- September 8, 2020 Agenda (Planning, Development and Environment Committee)
- Metropolitan Airports Commission's Preliminary 2021-2027 Capital Improvement Program
- Preliminary 2021 – 2027 Capital Improvement Program Overview

- **Shingle Creek and West Mississippi Watershed Management Commissions**

ATTACHMENTS...

- Agenda: September 10, 2020
- Minutes: August 13, 2020 (draft)

Meeting – Tuesday
August 25, 2020
7:00 P.M.

Regular Virtual Meeting via Microsoft Teams
[Join Microsoft Teams Meeting](#) R
[+1 218-302-5973](#) United States, Duluth (Toll)
Conference ID: 844 860 486#

AGENDA
2020 BUDGET ADVISORY COMMISSION
Meeting #195

“The Mission of the BAC is to ensure the long-term fiscal health of the City by providing strategic direction to the Council. Projections and measurements are used to establish priorities that align with the City’s Strategic Plan, ensuring resources are invested appropriately to meet the vision and mission of the City.”

If you need these materials in an alternative format or need reasonable accommodations for a Budget Advisory Commission meeting, please provide the City with 72-hours notice by calling 763-424-8000 or emailing Josie Shardlow at josie.shardlow@brooklynpark.org. Para asistencia, 763-424-8000; Yog xav tau kev pab, 763-424-8000.

MEMBERS:

Chair: Eric Pone

Vice Chair: Nancy Omondi Akeem Adeniji Shannon Gregory Heidi Ritchie
 Anthony Spears Mena Vue Teshite Wako Hollies Winston

Staff Liaison(s): LaTonia Green – Finance Director

Council Liaison: Mark Mata – Councilmember

1. CALL TO ORDER/ROLL CALL – 7:00 p.m.
2. AGENDA
2.1 Approval of agenda (7:00 – 7:05)
3. APPROVAL OF MINUTES
3.1 Approval of August 12, 2020 special meeting minutes (7:05 – 7:10)
4. OLD BUSINESS
5. NEW BUSINESS

5.a Operations and Maintenance (O&M) Presentation (7:15-8:00)
5.b. Recreation and Parks Presentation (8:00-8:45)
5.c. Department presentation debrief
6. REPORTS OF OFFICERS, BOARDS, AND STANDING COMMITTEES
7. CORRESPONDENCE/COMMUNICATIONS
8. ADJOURNMENT – 9:00 p.m.

Next meeting: Joint meeting with Citizen Long-range Improvement Committee (CLIC) - September 10, 2020 at 7:00 p.m.

Regular meeting: September 22, 2020 at 7:00 p.m.

Thursday, September 10, 2020

7:00 P.M.

**Brooklyn Park City Hall – ~~City Council Chambers~~
5200 85th Avenue North****JOINT COMMUNITY LONG-RANGE IMPROVEMENT COMMISSION (CLIC)
AND BUDGET ADVISORY COMMISSION (BAC) MEETING**

CLIC Officers: Kathy Fraser, Chair; Erik Meyers, Vice Chair

CLIC Members: Doneva Carter, Joseph Cooper, Etta Gbeizon-Bornor, Tom Hayes, Patrick Hoth, Sheila Iteghete, Yordanos Kiflu-Martin, Morgan McAdam, Amy Meuers, Brenda Reeves, Laura Sell, Robin Turner, Kaade Wallace

City: CLIC Council Liaison Susan Pha and CLIC Staff Liaison Jesse Struve

All members of the Community Long-range Improvement Commission (CLIC) will participate in the meeting by telephone pursuant to Minnesota Statutes, Section 13D.021 rather than in-person at the CLIC's regular meeting place at City Hall, 5200 85th Avenue North, Brooklyn Park, Minnesota. Members of the public can monitor the CLIC meeting by calling 1-218-302-5973 and entering Meeting ID: 627-926-785 and then pressing # when you are asked to enter a Participant ID.

Members of the public who desire to give input or testimony during the meeting may do so by emailing Jesse Struve at jesse.struve@brooklynpark.org (Subject line: "CLIC").

If you need these materials in an alternative format or need reasonable accommodations for a Community Long-range Improvement Commission meeting, please provide the City with 72-hours' notice by calling 763-424-8000 or emailing Josie Shardlow at josie.shardlow@brooklynpark.org. Para asistencia, 763-424-8000; Yog xav tau kev pab, 763-424-8000.

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

- I. ORGANIZATIONAL BUSINESS
 1. CALL TO ORDER/ROLL CALL
 2. APPROVAL OF AGENDA
- II. CLIC STATUTORY BUSINESS
 3. CONSENT
 - 3.1 Consider Approving CLIC August 13, 2020 Draft Minutes
 - 3.1A August 13, 2020 Draft Minutes
 4. GENERAL AGENDA ITEMS
 - 4.1 Capital Improvement Plan (CIP) / Capital Equipment Plan (CEP)
 - 4.1A DRAFT 2021-2025 CIP
 - 4.1B DRAFT 2021-2025 CEP
 5. STANDING ITEMS
 - 5.1 Age Friendly Brooklyn Park
 - 5.2 Communications
 - 5.3 Housing Continuum
 - 5.4 Redevelopment / Development
 - 5.5 Future Planning
 6. VERBAL REPORTS AND ANNOUNCEMENTS
 - 6.1 City Council Report: Council Member Susan Pha
 - 6.2 Staff Liaison Update: Jesse Struve
 - 6.3 Open Discussion
 7. ADJOURNMENT
 - 7.1 Adjournment

Brooklyn Park Charter Commission Meeting Agenda
Wednesday, September 9, 2020 at 7:00 p.m.
Community Activity Center
Grand Room 1
5600 85th Avenue North
Brooklyn Park, MN 55443

If you need these materials in an alternative format or need reasonable accommodations for a Charter Commission meeting, please provide the City with 72-hours' notice by calling 763-424-8000 or emailing Josie Shardlow at josie.shardlow@brooklynpark.org. Para asistencia, 763-424-8000; Yog xav tau kev pab, 763-424-8000.

1. Call to Order/Roll Call
 - 1.1 Welcome New Commissioners
2. Additions/Approval of the Agenda of September 9, 2020
3. Approval of Minutes
 - 3.1 March 11, 2020
4. Unfinished Business
5. Reports of Officers, Boards, and Standing Committees
 - 5.1 Legislative Update
6. New Business
 - 6.1 Appointment of Officers to fill vacant positions
 - 6.2 Common Cause Organization Redistricting Presentation
 - 6.3 Appointment to Redistricting Subcommittee
 - 6.4 Police Reform and Racial Justice Discussion
7. Correspondence/Communications
8. Adjournment

Commission members are asked to let Devin Montero, Staff Liaison, know if you won't be able to attend this meeting. Devin can be reached by phone (763-493-8180) or by email (devin.montero@brooklynpark.org).

Thursday, September 10, 2020

7:00 P.M.

**Brooklyn Park City Hall – ~~City Council Chambers~~
5200 85th Avenue North****JOINT COMMUNITY LONG-RANGE IMPROVEMENT COMMISSION (CLIC)
AND BUDGET ADVISORY COMMISSION (BAC) MEETING**

CLIC Officers: Kathy Fraser, Chair; Erik Meyers, Vice Chair

CLIC Members: Doneva Carter, Joseph Cooper, Etta Gbeizon-Bornor, Tom Hayes, Patrick Hoth, Sheila Iteghete, Yordanos Kiflu-Martin, Morgan McAdam, Amy Meuers, Brenda Reeves, Laura Sell, Robin Turner, Kaade Wallace

City: CLIC Council Liaison Susan Pha and CLIC Staff Liaison Jesse Struve

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

- I. ORGANIZATIONAL BUSINESS
 1. CALL TO ORDER/ROLL CALL
 2. APPROVAL OF AGENDA

- II. CLIC STATUTORY BUSINESS
 3. CONSENT
 - 3.1 Consider Approving CLIC August 13, 2020 Draft Minutes
 - 3.1A August 13, 2020 Draft Minutes

 4. GENERAL AGENDA ITEMS
 - 4.1 Capital Improvement Plan (CIP) / Capital Equipment Plan (CEP)
 - 4.1A DRAFT 2021-2025 CIP
 - 4.1B DRAFT 2021-2025 CEP

 5. STANDING ITEMS
 - 5.1 Age Friendly Brooklyn Park
 - 5.2 Communications
 - 5.3 Housing Continuum
 - 5.4 Redevelopment / Development
 - 5.5 Future Planning

 6. VERBAL REPORTS AND ANNOUNCEMENTS
 - 6.1 City Council Report: Council Member Susan Pha
 - 6.2 Staff Liaison Update: Jesse Struve
 - 6.3 Open Discussion

 7. ADJOURNMENT
 - 7.1 Adjournment

DRAFT
COMMUNITY LONG-RANGE IMPROVEMENT COMMISSION (CLIC)
City of Brooklyn Park
August 13, 2020 CLIC Meeting Minutes

I. ORGANIZATIONAL BUSINESS

1. **CALL TO ORDER:** Chair Kathy Fraser called the meeting to order at 7:04 p.m.

ROLL CALL PRESENT: Etta Gbeizon-Bornor, Patrick Hoth, Amy Meuers, Laura Sell, Tom Hayes, Erik Meyers, Robin Turner

City Staff and Council Present: Jesse Struve

ABSENT: Doneva Carter, Yordanos Kiflu-Martin, Joseph Cooper, Morgan McAdams, Kaade Wallace, Brenda Reeves, Sheila Iteghete

Guests: Chante Mitchell, Josie Shardlow

EXCUSED:

Roll Call established that a quorum did exist for CLIC.

2. **APPROVAL AGENDA**

MOTION Hayes to approve the agenda, SECOND Sell. MOTION PASSED UNANIMOUSLY APPROVING THE AGENDA.

II. STATUTORY BUSINESS

3. **CONSENT**

3.1 MOTION Fraser, SECOND Meyers APPROVING the July 9, 2020 MINUTES.

4. **GENERAL AGENDA ITEMS**

4.1 Community Survey Results/Communication Update

- Guest speaker Chante Mitchell presented city survey results
- Guest speaker Josie Shardlow presented on age friendly city work, Americans with Disabilities Act 30th Anniversary updates and compliance, and community engagement during COVID-19 including policer officer outreach and engagement of renters. Census outreach was also discussed.
- Discussion of survey results: "feeling that crime is increasing" versus actual increase in crime rates.
- The Story Map for Healthy and Safe People was shared and discussed: <https://storymaps.arcgis.com/collections/dd5c57ada179489a9a399a3b5e0963be?item=4>
- Discussion of how information is delivered to residents including grass roots (email and texts) as well as to community leaders who share information. In person gatherings have not taken place due to COVID-19.
- Additional information provided on Police Open Data which is available at <https://www.brooklynpark.org/police-2/open-data/>

- Discussion of how we engage community members about the good things that are happening in our city to help shift perception in a positive direction.
- Information will be disseminated through the Human Rights Commission.
- Continued discussion on how we engage and disseminate information so that everyone's voice is heard. How do we engage with community leaders to help reach community members?
- Discussion of correlation between reporting crime and the perception that crime is increasing.
- Stated that, "Overall numbers look great".

4.2 Police Community Relations Discussion

4.2A PowerPoint Council Presentation 8-3-20

- Review and discussion of the presentation that was done by the police department to Human Rights Commission.
- CLIC will receive updates from conversations that are taking place in the Human Rights Commission.
- Specific questions from CLIC Commissioners: Josie talked about that they will be doing some communication around what is already being done. Do you think CLIC will be engaged in what is happening there? CLIC's role is communication. Whatever result comes out of that, CLIC should be made aware of. Suggestion was made to attend HRC meetings to stay informed on this topic.

5. **STANDING ITEMS**

5.1 Age Friendly Brooklyn Park – no additional discussion

5.2 Communications – no additional updates other than to state the city is trying to adapt as quickly as possible to keep people informed.

5.3 Housing Continuum

- Question was asked about the sale of Huntington. Jesse will check for next meeting.

5.4 Redevelopment / Development

- Potential of 41 townhomes/twin homes going in by Regent and Brooklyn Blvd. which still preserves some land for retail development in the future. See story featured in the Sun Post.
- A question was raised about The Community Kitchen and daycare. No updates to provide just continued discussion.
- Discussion of Light Rail. Papers are reporting that the Light Rail is off due to railroad. Alternative routes are being considered but the effect on Brooklyn Park is minimal. Meeting was held today, August 13, 2020. Mayor Lunde shared during the meeting that this is a civil rights issue and an equity issue. No next steps to report.

5.5 Future Planning – no discussion

6. **VERBAL REPORTS AND ANNOUNCEMENTS**

6.1 City Council Report: no report

6.2 Staff Liaison Update:

- DMV is open at City Hall, but you must make an appointment.
- Discussion of COVID's impact on city budget.

6.3 Open Discussion

- Sharing about city event and social distancing and safety was done very well.

7. ADJOURNMENT

7.1 Adjournment:

MOTION Fraser, SECOND Meyers, TO ADJOURN. MOTION PASSED UNANIMOUSLY.

The meeting was adjourned at 8:30 p.m.

Respectfully Submitted,

Jesse Struve



HUMAN RIGHTS COMMISSION
Special Virtual Meeting via Microsoft Teams
Wednesday, September 2, 2020
6:30 to 8:00 p.m.

[Join Microsoft Teams Meeting](#)

[+1 218-302-5973](tel:+12183025973) United States, Duluth (Toll)

Conference ID: 903 120 739#

If you need these materials in an alternative format or need reasonable accommodations for a Human Rights Commission meeting, please provide the City with 72-hours' notice by calling 763-493-8005 or emailing Wokie Freeman-Gbogba at wokie.freeman@brooklynpark.org. Para asistencia, 763-424-8000; Yog xav tau kev pab, 763-424-8000.

AGENDA

1. Call to Order – Chair Aja King – 6:30 p.m.
2. Roll Call/Attendance –Staff Liaison Wokie Freeman-Gbogba – 6:32 p.m.
3. Approval of Agenda – All – 6:34 p.m.
4. Recognize Multicultural Advisory Committee (MAC) members present – Chair Aja King – 6:35 p.m.
5. Review of narrowed list of HRC/MAC Workplan Items – 6:38 p.m.
6. Discussion with Brooklyn Park Police Chief Craig Enevoldsen – 6:50 p.m.
7. Determine Next Steps – Chair Aja King – 7:45 p.m.
8. Review and Approval of plan to promote Domestic Violence Awareness Month – 7:50 p.m.
9. Response to Questions from Resident Regarding Human Rights Issues – 7:55 p.m.
10. Adjournment – All – 8:00 p.m.



HUMAN RIGHTS COMMISSION
Virtual Regular Meeting via Microsoft Teams
Thursday, September 17, 2020
6:00 to 8:00 p.m.

[Join Microsoft Teams Meeting](#)

+1 218-302-5973 United States, Duluth (Toll)

Conference ID: 317 346 906#

If you need these materials in an alternative format or need reasonable accommodations for a Human Rights Commission meeting, please provide the City with 72-hours' notice by calling 763-493-8005 or emailing Wokie Freeman-Gbogba at wokie.freeman@brooklynpark.org. Para asistencia, 763-424-8000; Yog xav tau kev pab, 763-424-8000.

AGENDA

1. Call to Order – Chair Aja King – 6:00 p.m.
2. Roll Call/Attendance –Staff Liaison Wokie Freeman-Gbogba – 6:02 p.m.
3. Approval of Agenda – All – 6:04 p.m.
4. Approval of Minutes from September 2, 2020 Meeting – All – 6:05 p.m.
5. Acknowledge Multicultural Advisory Committee (MAC) members present – Chair Aja King – 6:08 p.m.
6. Debrief discussion with Chief Craig Enevoldsen (from previous meeting) – All – 6:10 p.m.
7. Debrief September 8, 2020 Council Work Session – City Council Liaison Lisa Jacobson and Staff Liaison Wokie Freeman-Gbogba – 6:30 p.m.
8. Discussion about Cities United and My Brother's Keeper with Mayor Jeffrey Lunde and Antonio Smith, Youth Services Liaison & City Lead, Cities United & MBK – 6:40 p.m.
9. Determine Next Steps – Chair Aja King – 7:30 p.m.
10. City Council Liaison Report – Council Member Lisa Jacobson – 7:40 p.m.
11. City Staff Report – Staff Liaison Wokie Freeman-Gbogba – 7:45 p.m.
12. Old Business – 7:50 p.m.
13. New Business – 7:55 p.m.
14. Adjournment – All – 8:00 p.m.

Brooklyn Park

HUMAN RIGHTS COMMISSION

DRAFT MINUTES

Date of Meeting: August 20, 2020

City Hall Facility: Virtual Meeting

Time Began: 6:05 p.m.

Time Adjourned: 8:01 p.m.

Meeting Attendance—Commissioners							
Member	District	Present		Member	District	Present	
		Yes	No			Yes	No
Thomas Brooks	West	X		Mark Hostetler	West	X	
Kate Walton	East			Christian Eriksen	At-large	X	
Nausheena Hussain	East		X Excused	Cindy Shevlin-Woodcock	Central	X	
Minn Wang	Central	X		Scott Volltrauer	At-Large	X	
Aja King	At-large	X		Open	Youth		
Wokie Freeman-Gbogba City Staff Liaison		X		Lisa Jacobson	Council Member Liaison	X	

Meeting called to order by Chair Aja King and attendance taken by Staff Liaison Wokie Freeman-Gbogba.

Commissioner Brooks moved to approve the agenda. Motion seconded by Commissioner Volltrauer. Motion approved.

Commissioner Volltrauer moved to approve the minutes from July 16, July 21, and August 12, 2020. Motion seconded by Commissioner Hostetler. Motion approved.

Acknowledge Multicultural Advisory Committee (MAC) members present – Chair Aja King
None attended

Review Work Plan Items Incorporating City Council and Listening Session Feedback and Narrow List of Work Plan Items –

The City Council asked the HRC and MAC to narrow the list down. The Chair said she would like to narrow to about five buckets. A suggestion was to layer the Listening Session Feedback Themes on top of the buckets.

The Cities United Lead, Antonio Smith, sent a Reimagining Policing video to Chair Aja King, which was shared with all the commissioners. The video said the way you start is look at the percentage of calls that police responds to. It also talks about Restorative Justice programs in schools, instead of SROs. They deal with emotional intelligence and situations. “Framework for reform; improve what remains; redistribute the funds”.

Build Community Engagement is tied with the themes – Listening session and City Council (CM Russell talked about community buy-in for continuous improvement)

Question about PD presentation at last meeting. Should we ask them to present to HRC on issues on work plan? Their progress should be affirmed and commended.

Need to know what is going right.

Community member Joe Klohs made a request to meet to discuss concerns about creating a workplan with feedback from only a limited number of people in the City (who attended Listening Sessions)

Issue of SROs – Mayor Lunde stated he’s not in favor of removing SROs from schools. CM Jacobson would like to have a joint meeting with various constituencies to hear the pros and cons of having SROs in schools.

Staff Liaison Freeman-Gbogba stated that there’s interest to hear from community members most impacted (African Americans).

Need to hear from other community members – “Comment that we are not Minneapolis”

Based on feedback from Listening Sessions, here is the proposed narrowed list of workplan item – overarching category: Need more robust data to evaluate and measure.

Build an Anti-racist Culture (this one covers everything)

Reduce punitive and increase restorative

Build Community Engagement

Redistribute Funds Upstream

Enforce Accountability

Pare down the list and look at what people around the country are doing, including Washington DC.

Invite Police Chief from Columbia Heights who made changes related to community policing (Scott Nadeau, now in Maplewood)

What items can create the highest ROI? Which might be illegal?

So much of the list has to do with who our police executives are as people and are they willing to make the changes. Is there a culture of protecting marginal cops?

Commissioner Volltrauer moved to invite the Brooklyn Park Chief about what they are doing and what he cares about and to hear feedback on initial prioritization – respond to listening sessions and the condensed workplan. Commissioner Brooks seconded. The motion was approved.

Invite Antonio Smith to a future meeting to hear about Cities United and My Brother’s Keeper at the City of Brooklyn Park.

Where are the gaps and how do we fill them? Resident complaints – can HRC be inserted into the process?

Commissioners would still like to include some sort of oversight board for transparency (include under Enforce Accountability)

Not sure about how the HRC is working with MAC through this process.

Next meeting in 1st week of September.

Because of time, the commission did not address the other agenda items, below.

Assign Topics for Research and Study

Response to Questions from Resident Regarding Human Rights Issues

City Council Liaison Report – Council Member Lisa Jacobson

City Staff Report – Staff Liaison Wokie Freeman-Gbogba

Old Business

New Business

Commissioner Eriksen moved to adjourn the meeting. Motion seconded by Commissioner Hostetler. Motion approved.

Minutes respectfully submitted by City Staff Liaison Wokie Freeman-Gbogba.

Brooklyn Park

HUMAN RIGHTS COMMISSION

DRAFT MINUTES

Date of Meeting: September 2, 2020

City Hall Facility: Virtual Meeting

Time Began: 6:32 p.m.

Time Adjourned: 8:25 p.m.

Meeting Attendance—Commissioners							
Member	District	Present		Member	District	Present	
		Yes	No			Yes	No
Thomas Brooks	West	X		Mark Hostetler	West	X	
Kate Walton	East		X (Excused)	Christian Eriksen	At-large	X	
Nausheena Hussain	East	x		Cindy Shevlin-Woodcock	Central	X	
Minn Wang	Central	X		Scott Volltrauer	At-Large		X (Excused)
Aja King	At-large	X		Open	Youth		
Wokie Freeman-Gbogba City Staff Liaison		X		Lisa Jacobson	Council Member Liaison	X	

Meeting called to order by Chair Aja King and attendance taken by Staff Liaison Wokie Freeman-Gbogba.

Commissioner Hostetler moved to amend the agenda to include approval of the minutes from August 20, 2020 meeting. Motion seconded by Commissioner Brooks. Motion approved.

Commissioner Hostetler moved to approve the amended agenda. Motion seconded by Commissioner Brooks. Motion approved.

Commissioner Brooks moved to approve the minutes from August 20, 2020. Motion seconded by Commissioner Wang. Motion approved.

Acknowledge Multicultural Advisory Committee (MAC) members present – Chair Aja King

None attended

Guests – City Manager Jay Stroebel, Antonio Smith and Chief Craig Enevoldsen

Review of narrowed list of HRC/MAC Workplan Items

Interested to hear what is happening in Brooklyn Park Police Department (BPPD) and what is the preferred future. The work plan matches what the discussion was at last meeting.

Discussion with Brooklyn Park Police Chief Craig Enevoldsen

The HRC felt it was critical to hear the Chief’s process dealing with the categories of the workplan items, history with what has already been done and want to hear the Chief’s reactions to the Listening Sessions feedback.

The current reality – Chief left not surprised by what he heard. He was hoping to go deeper. The work about implicit bias training and de-escalation training was implemented after the Christine Damon incident.

From the Listening Sessions, the questions were : What would you like to see different from your police department and are there any systems changes that we need to stop some of the issues that we’re dealing with that cause the violence. Is there work we can do to stop dealing with the violence/reduce violence.

The Reimaging Community Policing video – interesting to maybe have a community/police contract. In Oakland, 30 – 35% of calls were not criminal (Police didn’t have to go to those calls, but community would have to figure out what to do). In Oakland, they piloted it first until they figured out how to deploy the model. Let the experts figure out the service delivery models, rather than the police.

The Chief would like to be part of the conversation and think through the unintended consequences. On MPR, a discussion about police in Minneapolis dealing with a murder and suicide. Would need to do the work to determine – if not BPPD to respond to certain calls, then who? Consider the cost, who, etc...

Regarding the Listening Sessions, call about people having negative interactions and BPPD has implicit bias training in place.

Current practice

Hours of implicit bias training? Legislature – agencies mandated do total of 16 hours of implicit bias, mental health and de-escalation training. 60% of BPPD officers trained on mental health de-escalation, very time-consuming and have to back fill with officers and overtime (40 hour training), have several officers per year. Need to have all curriculum accredited through POST board to do implicit bias training. Also, have some internal training. Several HRC members attended one of the trainings and it didn't go well because they began taking pictures, etc. There are opportunities to do more training. Ideally, it has credibility coming from someone who has experience with law enforcement work.

What are our officers doing differently than in Minneapolis? BPPD has been lucky. On Sunday, officers from all over the metro. Some church members came (Rev. McAfee), but some other community members came and were not helpful. We may need a community-based crisis response team. The officers showed up and provided care to the victim on Sunday. But, it depends on what information gets disseminated first.

What HRC heard, there's a long history of people feeling fearful about police. Something worth exploring is to get the accurate message out quickly. We need quick communication and transparency.

Under "Build Community Engagement", there's an item called, "Develop an inclusive and holistic communications system to build community awareness"

What are you doing as Chief about creating an anti-racist culture? Categories One and five are connected. BPPD was the first agency (not mandated) to share race and gender data on traffic stops. Implicit bias training falls within that realm. We've been doing some of that work since 2005, especially with Liberian community growing in Brooklyn Park. We have an entire department dedicated to community engagement. We're replacing the JCPP Hennepin County employee who works with the MAC. Cities United work with young Af. American men on the edge of the criminal justice system. Diversification is essential to addressing some of the issues. Our cadet classes are very diverse. It takes time because turnover is very slow. We've doubled diversity with new openings, but it's still about 16%.

If money wasn't an issue, would you hire other non-white officers? It's not all about money. The City of Mpls terminated their cadet program of 70 very diverse candidates. It may be an opportunity to recruit. Retention is something, BPPD and the city could use help. The officers treated the worse right now are the officers of color. We train them and then they move to larger agencies with more officers of color.

What do you think that means? Doesn't like the wording because it implies that police is racist. Some people will get defensive about anti-racist. What practices or policies are in place to protect against that? You have to have impartial policing policies and other policies. Duty to intercede – has been in place, hasn't changed "sanctity of life", wants to change it with the legislative decisions. As chief, I can put in more restrictions, not less. I've applied to be on the POST Board committee. I can bring that back to the HRC to talk about the changes.

Policies and culture are not always parallel. Believe Officer Rabe did a great job with the implicit bias training. Curious about the culture because of eye-rolling. What you had seen was a reaction of seeing the traffic stop data for the first time.

I believe that having some explicit biased officers would have generated an incident by now.

From the listening sessions, we heard a lot about racial bias.

A question on the language of an "anti-racist culture." Would it help to describe the culture as "community-engaged culture?"

The Police Department community engagement work is to humanize the BPPD. The only way they will trust is if people know you. You can't build a relationship in a crisis.

Reduce punitive and increase restorative category – The Chief is on board with this. There could be some ordinances the Council could appeal, but statutorily it would have to be the legislative. The cost of speeding tickets, we would have to collaborate with the court system to change them.

There's a fine line the officers have to make determinations about making arrests versus giving warnings. As chief, I can't mandate what they can or can't enforce if something is against the law. The best way to handle Category B would be to discuss with the Council and/or City/County Prosecutor.

In what ways can our BPPD address some of this? Every decision has other consequences. If I were to make a decision that BPPD would not respond to misdemeanor shoplifting. We would have businesses coming to my bosses. I've spent more time on parking issues or panhandlers because there are a lot of people who would think they're important. Not suggesting refusing to respond to calls, more so to think of ways that we don't have to rely on legislature and trust is a significant issue.

Regarding calls, how many are true to what they really are? Thinking of Domestic Violence calls being called in as a noise complaint. How they're coded is from the dispatch in Plymouth. We get calls coded to one thing and they are different circumstances.

Category C – One area BPPD has been doing a lot of work. JCPP person – the Chief plans to rehire the position. Interested to know about how the MAC and HRC can work together in the future or be more efficient. MAC was originally created to deal with immigrant issues. We've tried to recruit African American members, not so successfully.

Trust building – What are other cities doing well to build trust? The Council asked the BPPD to work on a communications campaign. Staff Liaison Freeman-Gbogba is working with Josie Shardlow and Mark Bruley and will bring drafts to HRC to give feedback.

One of the things that was troublesome from the Listening Sessions was the story of an Af. American resident whose husband was called on for biking in the neighborhood. Also, how do we build trust between our neighbors? What did the officers do after finding out the resident lived in the neighborhood? Once we had identified that the person was a neighbor, the police would call the person who reported that the person was actually a neighbor. It seems like it's work we have to do as a community. It falls into the second bucket of racial justice. Open to having community-led discussions about something like that. How do we even prevent calls like that in the first place?

Category D (Redistribute funds upstream) – This one is out of my sphere of influence. The HRC could make recommendations to the Council. I agree with the topics under the category. We should address these issues from a community perspective. The Community Response Team could cost money. But, people who would be interested, they're not in it for the money. Potentially, add it as a bullet, based upon incident on Sunday, August 30th.

Officers per capita – BPPD has fewer per capita than other cities. Is there any data about cities with comparable demographics? Not sure. Budget Advisory Commission had asked about some data, last year. Only had looked at financials not operations. If the BPPD increased mental health unit, it would be increasing funding.

Category E – What are the accountability structures? Also want to hear about a civilian board. It would be helpful to walk through what the investigations on use of force looks like and about accusations of misconduct and review process. In use of force tracking, there's an "early warning system" – a lot of arrests for something officers observe and were not 911 calls.

A civilian board would be a struggle – Current state statute, certain data is deemed private (chapter 13). A lot goes to any profession that you can't ask for certain protected data. Minneapolis' civilian board was frustrated because their decisions were based on things that the Chief couldn't give to civilians. For example, the civilian board would not be able to show body worn camera footage. We can certainly look at some models out there now, but don't want to give false expectations of what the board would be able to do. To be effective, the legislature would have to make some changes.

HRC has heard about frustrations with what the union does related to accountability, when it comes to arbitrations. There is legislation about identifying a certain number of arbitrators to do ride-alongs and get more familiar with police work. But, there is a challenge with the way they are paid.

What happens now when a person makes a complaint that "he/she was stopped because of race"? Chief would like to walk through the process. As long as the Chief renders discipline, the arbitration process begins.

Jay Stroebel, City Manager, thanked the HRC for their critical work. He thinks trust building between neighbors is a huge issue. Police Department and Code Enforcement staff are used as tools of racial discrimination. Maybe the HRC can address that and what types of community training could be done.

Trust exists from some groups with police community members and there is a break down of trust especially for Black community members. HRC should continue to ask how can we continue to build that trust.

Very important to think about what are some reforms and continuous improvement, it would be helpful to address some of the root causes so that people don't have to call 911 in the first place and how to address violence in Black and Brown communities. We should also think about racial justice issues, as well.

Antonio Smith, Cities United Lead, said thank you for allowing him to listen in on the conversation. I believe this is great work to keep a broad perspective.

Determine Next Steps – Chair Aja King

The HRC needs to have Antonio come talk about Cities United and all the work they have done. Council member Jacobsen suggests having the Mayor come also because it's the mayor's initiative and Antonio is the staff person carrying the work out. City Manager, Jay Stroebel agreed.

Review and Approval of plan to promote Domestic Violence Awareness Month –
Staff Liaison Freeman-Gbogba reported on what the City plans to do.

Domestic Violence Awareness Communication and Implementation Plan

- Light Bulbs –
 - Residents can pick up free purple light bulbs from the Community Activity Center
 - Plan to light up city facilities again (if so will use in kick off messaging)
- Park Pages/Website Community Story (and intranet our stories):
 - Recording Shellie Enright, city Domestic Violence Coordinator (will use as one of the social media posts)
 - Upload video and short write up as community story
- Social Media promoting throughout the month
- GovDelivery – (**promote** light bulbs to be picked up)

In all promotion, language should include something along the lines of “Brooklyn Park’s Human Rights Commission is raising awareness about Domestic Violence. The city has proclaimed October Domestic Violence Awareness Month...”

Also, the City is planning a Racial Healing Circle for the Community Forum on Race this October. This is one way to build trust and racial healing in the community.

Commissioner Brooks moved to approve the plan. Commissioner Shevlin-Woodcock seconded. Motion approved.

Response to Questions from Resident Regarding Human Rights Issues

Create a small team to respond to the questions from Joe Klohs. Could the HRC delegate the Chair and Vice Chair to respond? Some of the items mentioned in his questions are not in the purview of the HRC. The HRC cares about community voice and thanks residents for their voice. The Chair and Vice Chair will craft a response and send it to the Staff Liaison to send to Mr. Klohs.

Commissioner Wang moved to adjourn the meeting. Motion seconded by Commissioner Brooks. Motion approved.

Minutes respectfully submitted by City Staff Liaison Wokie Freeman-Gbogba.

Planning Commission Regular Meeting Agenda

September 9, 2020 – 7:00 pm

Council Chambers at City Hall

- 1. CALL TO ORDER**
- 2. ROLL CALL/PLEDGE OF ALLEGIANCE**
- 3. EXPLANATION BY CHAIR**

Please be advised that the public hearings are recorded and televised live on cable television and web-streamed over the internet at brooklynpark.org. The audio system will not pick up comments from the seating area. If you want to be heard and made a part of the public record, please go to the podium; speak into the microphone, stating your full name and address. Please sign the public hearing log book on the table near the entrance to ensure accuracy of name and address in the public record. Please note that the agenda for tonight's meeting indicates that the Commission Chair has the prerogative to invoke a time limit for speakers during any public hearing in the interest of maintaining focus and the effective use of time. Thank you in advance for your cooperation.

The Planning Commission consists of nine resident-volunteer members appointed by the City Council to advise the City Council on planning and land use issues. The Commission discusses and evaluates development proposals based on zoning regulations and comprehensive plan policies. The Planning Commission vote is a recommendation that is forwarded to the City Council for official and final action.

- 4. APPROVAL OF AGENDA**
- 5. CONSENT AGENDA**
 - A. Minutes – August 12, 2020

6. PUBLIC HEARING

- A. **Minnesota Muslim Community Center (John Anderson/JDA Design Architects)** – Conditional Use Permit #20-117 for a religious institution at 6001 78th Avenue North.
Presented by: Todd Larson
- B. **DataBank (Trisha Sieh/Kimley-Horn)** – Site Plan Review #20-119 for a data center building at 8111 Oxbow Creek Drive North.
Presented by: Todd Larson

- C. **WoodSpring Suites (SOTA Partners LLC)** – Rezone property to Business Park and a Conditional Use Permit #20-119 for a 4-story hotel at 9489 Winnetka Avenue North.
Presented by: Todd Larson
- D. **TOD Modifications 2020 (City of Brooklyn Park)** – Updates to Transit Oriented Development Uses.
Presented by: Cindy Sherman

7. OTHER BUSINESS (none)

8. DISCUSSION ITEMS (none)

9. INFORMATION ITEMS

- A. Council Comments
- B. Commission Comments
- C. Staff Comments

10. ADJOURNMENT

If you need these materials in an alternative format or need reasonable accommodations for a Planning Commission meeting, please provide the City with 72-hour notice by calling 763-424-8000 or emailing Josie Shardlow at josie.shardlow@brooklynpark.org.

Para asistencia, 763-424-8000

Yog xav tau kev pab, 763-424-8000.

APPROVED MINUTES

MINUTES OF THE BROOKLYN PARK PLANNING COMMISSION Regular Meeting – August 12, 2020



1. CALL TO ORDER

The meeting was called to order at 7:04 PM.

2. ROLL CALL/PLEDGE OF ALLEGIANCE

Those present were: Commissioners Herbers, Husain, Kiekow, Kisch, and Muvundamina; Planning Director Sherman; Senior Planner Larson.

Those not present were: Commissioners Aarestad, Mohamed, Morton-Spears and Vosberg; Council Liaison Russell.

3. EXPLANATION BY CHAIR

4. APPROVAL OF AGENDA

MOTION HERBERS, SECOND KIEKOW TO APPROVE THE AUGUST 12, 2020 AGENDA.

MOTION CARRIED UNANIMOUSLY.

5. CONSENT AGENDA

A. Minutes – June 10, 2020

MOTION HUSAIN, SECOND HERBERS TO APPROVE THE AUGUST 12, 2020 CONSENT AGENDA.

MOTION CARRIED UNANIMOUSLY.

6. PUBLIC HEARING

A. David Kirchoff – Waiver of Platting to subdivide the lot back to the original property lines at 10472 and 10466 Toledo Dr N.

Senior Planner Larson introduced the application for a large residential lot that was previously combined for tax purposes. The owners are looking to sell, and they would now like to divide the lot back into two. The proposal is a waiver of platting to subdivide the combined lot back to the original property lines and previous legal descriptions. The lots would meet the existing standards for the R2B zoning district, and the existing house would meet the required setbacks. Staff recommends approval and noted that Mr. Kirchoff is in the audience.

Commissioner Chair Kisch opened the public hearing.

Seeing no one approach the podium, Commission Chair Kisch closed the public hearing.

MOTION HUSAIN, SECOND HERBERS TO RECOMMEND APPROVAL OF WAIVER OF PLATTING #20-114 TO SUBDIVIDE 10472 TOLEDO DRIVE NORTH INTO TWO SINGLE-FAMILY PARCELS, SUBJECT TO CONDITIONS IN THE DRAFT RESOLUTION.

MOTION CARRIED UNANIMOUSLY.

Planning Director Sherman stated all public hearing applications are scheduled to be reviewed at the City Council meeting on August 31, 2020.

B. International Brotherhood of Electrical Workers 292 Event Hall (Andy Snope) –
Conditional Use Permit #20-115 to allow rental of the building's meeting room for events at 6700 West Broadway.

Senior Planner Larson introduced the application for the International Brotherhood of Electrical Workers Local 292 (IBEW 292) to allow for event rental of their large meeting space within their brand-new building. When the building was approved last year, the meeting space was primarily intended for use of member meetings, but there was some discussion about the possibility of renting the meeting space to outside groups in the future. Now that the building is constructed, they would like to move forward with this idea although the main purposes of the building are still office space for employee and union meetings. While they do not anticipate large meetings at this time, they do anticipate there will be a need in the future.

The larger meeting space in the northwestern portion of the building can be divided into three smaller rooms. The rooms can be set up in various ways to accommodate different capacities, such as classroom seating with an occupancy of 180 people, lecture seating at 414 people, or a banquet style at around 300 people. Available on-site parking was designed to match the occupancy of the office building and the meeting room under any of the capacity configurations. If parking proves insufficient, IBEW 292 will need to construct the areas designated for potential future parking expansions since parking is not allowed on West Broadway and staff does not believe event hall parking in the neighborhood across West Broadway is acceptable.

The proposed Conditional Use Permit is similar to Mississippi Garden's Conditional Use Permit with a few adjustments. A few conditions include that events stop at midnight, all food and alcohol must be provided by a licensed caterer, and events need to be primarily invite-only instead of open house parties though there are a few exceptions to this condition.

Andy Snope, representative of IBEW 292, assured the Commission that IBEW 292 has no intention of entering the hospitality business. However, they have an available space that could benefit the community, and they want to be proactive with obtaining a Conditional Use Permit before such a request arises. He reiterated there are no immediate plans to host events, but they foresee future events such as fundraisers and community organization events. They are not interested in hosting weddings or other hospitality event. He added that if the space were to be used as a campaign fundraiser, campaign finance standards require the space to be rented out to the candidate. He stated he will be happy to answer any questions from the public or the Commission.

Commissioner Chair Kisch opened the public hearing.

Brenda Clisso, 7600 67th Ave, commented that the new building is a beautiful addition to the community. She is concerned with the potential for overflow parking and added traffic on their street in addition to the potential for drunk driving as people are leaving the parking lot which exits on to 67th Ave. She stressed she isn't opposed to the request, but she asked for more clarity around these concerns.

Seeing no one approach the podium, Commissioner Chair Kisch closed the public hearing.

Commissioner Kiekow asked who will be monitoring the facility to ensure the conditions about catering, alcohol service, and parking will be followed.

Senior Planner Larson explained most Conditional Use Permits are enforced if staff spots a problem as well as if complaints or 911 calls from neighbors are received. Staff will take it very seriously if there are reports of an event going past midnight or violating any of the other conditions of approval.

Commissioner Kiekow asked for an example of the ramifications of breaking the rules.

Senior Planner Larson stated the first ramification is a warning letter and a second violation may be a revocation hearing in front of the Planning Commission and City Council.

Commissioner Chair Kisch asked if the Conditional Use Permit is only needed because the facility will be rented to outside organizations.

Senior Planner Larson confirmed that is correct. The facility was built for meetings for their members and gathering of employees. However, renting the space to outside organizations or unofficial functions of the business (such as a member utilizing the space for a wedding) is not allowed to happen without a Conditional Use Permit approving the use as a rental hall. While the applicant doesn't intend on entering the hospitality business, the Conditional Use Permit provides flexibility that would allow such events in addition to the foreseen day time events, such as political meetings or speakers, as all types of events fall in to the same use category.

Commissioner Chair Kisch asked for the rationale of listing specific allowable events in Item 1 with a caveat in Item 2 that prohibits general parties or public events.

Senior Planner Larson reiterated the conditions are almost identical to the conditions provided in the Mississippi Gardens Conditional Use Permit with political rallies being added to the list of approved events for IBEW 292. The rationale for Item 2 is to preemptively address concerns with other event halls that used the space to test run a night club. This caused problems for the Police Department and local neighborhood, so that type of event is specifically prohibited.

Commissioner Chair Kisch contemplated if the language in Item 1 is overly restrictive and thought Item 2 better captured the intent of Item 1. He asked the applicant if they were comfortable with the conditions as proposed in the resolution.

Andy Snope stated the long list of approved events covers the typical events they foresee being held at that union hall. He doesn't foresee the space being used for events not listed in the resolution, such as a child's birthday party. He added that they don't anticipate encountering half the events listed as approved.

Commissioner Kisch commented that the resolution does have a condition to prevent off-site parking within the neighborhood which he hopes addresses the concerns of Ms. Clisso.

MOTION MUVUNDAMINA, SECOND HERBERS TO RECOMMEND APPROVAL OF CONDITIONAL USE PERMIT #20-115 FOR AN ASSEMBLY, BANQUET, CONVENTION HALL, OR CONFERENCE CENTER AT 6700 WEST BROADWAY, SUBJECT TO CONDITIONS IN THE DRAFT RESOLUTION.

MOTION CARRIED UNANIMOUSLY.

C. Todd Miller – Variance #20-116 to residential setback to allow concrete slab within 5 feet of the property line at 8819 Prestwick Pkwy N.

Senior Planner Larson introduced the request for a residential variance to allow a concrete slab within the setbacks from the side and rear property lines. He explained 5-foot setbacks from the side and rear property lines are required for built structures. This applies to decks, patios, sheds, and other built structures excluding landscape materials and fences which can be placed up to the property line. This property has the usual 5-foot side setback but has a 10-foot setback from the property line due to a draining and utility easement as structures can't be placed in such an easement if they will prohibit the flow of water. The concrete slab in question has been in existence for a few years, but didn't come to the City's attention until recently when Todd Miller applied for a building permit for a shed that would be located on the portion of the slab that does meet the required setbacks. It was always intended that this portion of the slab would accommodate building a shed at some point and was constructed with the needed footings for the structure. The applicant submitted a letter with the request explaining the slab would not be out of character with other properties in the neighborhood, but staff was not able to locate similar patios or slabs in the neighborhood.

Staff recommends denial of the variances as there are no practical difficulties that justify the location of the slab. However, a resolution of denial was not prepared as staff felt the Commission could make their own recommendation as they see fit factoring in public input. Senior Planner Larson noted there were several letters from neighbors supporting the variance request. Staff will use the Commission recommendation to draft a resolution for City Council.

Todd Miller, the applicant, provided a more detailed history of the concrete slab/patio. His son wanted a basketball court back in 2014, but Mr. Miller didn't want to have to remove the concrete for a basketball court when his son went to college. He decided to construct the concrete slab so that it could later be used for a shed. At this time, he understood the setbacks of 5 feet and 10 feet from the side and rear property lines respectively. The fence as pictured is 1 foot from the side property line and the rear fence is roughly 20 inches from the property line. To be safe, he planned to keep the shed 5 feet from the side fence and 10 feet from the back fence. He decided a 24 x 24-foot slab would provide enough room for a 19 x 14-foot shed. He spoke with an inspector on June 18, 2014 who told him a building permit was not needed until he was ready to start construction of the shed, but the inspector instructed him to take plenty of photos. He proceeded with pouring the slab in July of 2014. He commented that the slab looked out of place so over the next couple of years he put in a retaining wall, moved all his irrigation lines, and put up a privacy fence. He said the slab is not visible from ground level unless you are directly next to his yard.

Mr. Miller submitted shed plans for a building permit on June 22, 2020. He spoke with Todd Larson for the first time on July 1, 2020 about how he could keep the slab as is through a zoning variance and an encroachment agreement. He also spoke with City Engineer Jesse Struve who confirmed there are no utilities or drainage issues in Mr. Miller's backyard. Jesse Struve didn't foresee that there would be a need to dig, but he informed Mr. Miller that if the City ever need to dig it would be Mr. Miller's responsibility to remove the slab at that time. Jesse Struve was willing to draft an encroachment agreement for Mr. Miller. After moving forward with the application for a variance request, he received a letter from Todd Larson that City Staff would not recommend approval of the request. During this time, he spoke with both Cindy Sherman and the inspector he spoke with in 2014. The inspector was not able to recall the conversation but told Mr. Miller he wouldn't have approved him to pour the concrete within the setbacks, so they had to agree there was some type of a misunderstanding. While most misunderstanding can be forgiven, Mr. Miller stated it will cost him hundreds of hours in labor and thousands of dollars in materials to remove the concrete slab. He added he works in public works, so he knew about the setbacks for the shed, but could not find anything in relation to concrete. He stressed he respects the rules in all areas of his life, and he would not have proceeded as he did if it were clear in the zoning language that the setbacks applied to the concrete as well. He asked not to be penalized for the miscommunication.

Commissioner Chair Kisch opened the public hearing.

Seeing no one approach the podium, Commissioner Chair Kisch closed the public hearing.

Commissioner Kiekow asked City Staff why they were recommending denial of the setback variance.

Senior Planner Larson explained City Code requires variances to be justified by practical difficulties. He stated zoning rules are established with the intent for land within a specified zoning district to be developed equally with the application of the same set of rules. He noted that land, by its very nature, is unique so lots will vary within a zoning district and some lots will have features that other lots do not have. At the same time, applying the rules uniformly can sometimes create an unbuildable lot. Variances are allowed under certain conditions. The first condition is if the zoning regulations prevent someone from using their property in a way that is consistent with similar properties. The second condition is that the plight of the landowner is due to circumstances unique to the property not created by the landowner. The third condition is that granting the variance will not alter the essential character of the area or neighborhood where the property is located which prevents properties from sticking out like a sore thumb. The fourth condition clarifies that economic considerations alone do not constitute practical difficulties. In other words, just because a certain way may be cheaper or easier doesn't justify a departure from following the zoning regulations. The last condition is if there is inadequate access to direct solar light for a solar energy system because Minnesotans have a constitutional right to the sun. The applicant requested the variance be granted using the third condition as justification without explaining how the setback variance wouldn't change the essential character of the area, and City Staff was unable to locate anything similar within the neighborhood. Without an explanation of how the concrete slab fit with the essential character of the neighborhood, City Staff recommends denial of the request. However, if the Planning Commission disagrees, City Staff will draft a resolution of approval as part of the findings for the variance.

Commissioner Kiekow asked if the concrete impacts the draining and utility easement other than a potential need in the future.

Senior Planner Larson explained this particular neighborhood is newer and was developed so that most of the utilities are located out front in the boulevard just behind the curb. In this instance, the easement is primarily for drainage purposes to allow drainage flow from yards and rooftops to feed into a storm drain or storm basin that ultimately feeds into the river.

Commissioner Kiekow asked if the concrete slab restricts, redirects, or alters drainage in a way that impacts a neighboring property.

Senior Planner Larson stated there have been no reported concerns, and the applicant indicated he has never seen a water backup due to the concrete slab.

Commissioner Kiekow asked the homeowner what he plans to do with the concrete portion of the slab that would not be directly underneath the shed.

Mr. Miller said it would be used as a walkway or a spot for woodworking. There are no plans for further development on top of the remaining concrete. He also thinks the concrete will provide easier access to get his snow blower from the back yard to the front yard.

Commissioner Kiekow asked for confirmation that the entire concrete slab has been around for about as long as the original portion of the slab was poured.

Mr. Miller said the entire slab has been in this location of his yard since July of 2014 after completing two weekends of pouring.

Commissioner Herbers stated his past record of strictly applying the rules of variances. The only true difficulties are time and money since the concrete slab has already been constructed, and according to the rules of variances that is not an adequate reason to grant a variance. He does not want to tell a resident to tear up their backyard and a concrete slab they installed themselves. At the same time, he stated his inclination to recommend denial of the variance request.

Commissioner Muvundamina asked the applicant to discuss his research process prior to pouring the original slab.

Mr. Miller explained he looked up information online and spoke with the City. He noted his findings for a shed included a 5-foot side setback, a 10-foot rear setback, and that a shed must be placed on a pad that is 12 inches deep and 12 inches wide with a half-inch rebar every 4 feet. He went into the city in 2014 with his plans asking for an inspector to go out to his property to take a look. He thinks this dilemma could have been avoided if the inspector had told him to move forward with the building permit in 2014 and went out to inspect his property upon approval of the permit.

Commissioner Muvundamina asked for clarification from the applicant that he poured the concrete slab based on the assumption the inspector granted him permission even without a permit.

Mr. Miller reiterated he moved forward with pouring the concrete slab because the inspector told him that all he needed to do was take pictures as he was doing the work. He was not aware

concrete could not be within the setbacks and easement. His understanding based on his research was that if anything was within the setback the City could take it out if needed.

Planning Director Sherman clarified that permits are not issued for concrete slabs. In 2014, Mr. Miller wanted to build a slab but did not want to build a shed at that time. As a result, he was informed he didn't need a building permit, and that he should take pictures if he wants to build a shed on the slab at a later date.

Todd Miller added that there is a requirement that site and footing inspections need to be approved for accessory structures and footings prior to the placement of concrete. He intended for and required this inspection to be completed prior to pouring the concrete.

Commissioner Husain asked what the next steps would be in the event of a denial or approval.

Senior Planner Larson explained the next step will be for Planning Commission to make a recommendation and provide rationale behind the decision which are then considered findings which will be drafted in the resolution that will go to City Council for further review.

Commissioner Husain asked for clarification that the applicant would need to tear out the concrete if the request is denied.

Senior Planner Larson stated that if the variance is denied, the Environmental Health division will issue a correction order that will set a deadline for the slab to be removed. He explained only the portions of the slab within the setbacks and easement would be removed. The first pour, the portion of the slab that was designated for the shed, meets the setbacks and would not need to be removed. Most likely the correction order will give the property owner 30 – 60 days to complete the work.

Commissioner Husain asked if an easement agreement would be required in the event the variance is approved.

Senior Planner Larson explained that if the Planning Commission and City Council approve the request, then the engineering department will prepare an encroachment agreement. This document specifies that the City has a right to remove or request the removal of the slab at the homeowner's expense in order to complete whatever work that needs to be done without obligating the City to replace the structure. He added there are a few encroachment agreements around town, and it is something that is recorded against the property for new buyers to be aware of the agreement.

Commissioner Chair Kisch stated his agreement with Commissioner Herbers. He has concerns with the request containing two encroachments, one being the easement and the other being the side yard setback which both have different impacts to consider. He asked the applicant if he tied the slabs together or if the slabs are independent from each other.

Todd Miller explained the slabs are tied together with rebar. He added it is over a foot thick by the fence. He agreed removal is not impossible. He stressed the removal will be difficult and will alter his landscaping.

Commissioner Chair Kisch asked if stone pavers or a small wood platform be allowed within the setback area after removal of the slab.

Senior Planner Larson explained an occasional steppingstone or sporadic wood planks as a way to get around landscaping from the front yard to the back yard or segmenting off landscaping. However, when it starts to look and act like a deck or patio, then the setbacks apply. There are a number of sport courts in town in the back corner of residential yards that utilize landscaping materials such as rock, mulch, grass, and shrubbery.

Commissioner Chair Kisch explained he is trying to determine the character of the neighborhood. He explained the portion of the slab that falls within the setback never needed to be 1 foot thick since it was never intended for a structure, so he differentiates this portion of the slab from the portion intended as the foundation for a shed. While he sees how an encroachment agreement may solve some concerns, he is hesitant to approve an instance of asking forgiveness after the fact. He stated his inclination to deny the request. He added he thinks rocks and gravel will provide attractive landscaping that fits within the character of the area while meeting the intent of the zoning code, and there will still be the structural slab for the shed as originally intended.

Todd Miller reiterated that this could have been avoided if an inspector would have went out to his property when the framing was up prior to pouring the concrete as he requested to meet the requirements of a building permit. He doesn't intend to build upon the concrete portion that won't be under the shed, he intends to use this portion of the concrete to complete small projects and move his snowblower from the front and back yards. He doesn't think rock will provide the same type of access for his snowblower.

Commissioner Muvundamina asked the applicant for the size of the original slab.

Todd Miller stated the framing was for a 24x24-foot slab with the 19x14-foot portion constructed to meet the requirements for a shed foundation.

Commissioner Muvundamina asked for the dimensions of the first pour.

Todd Miller clarified the first pour was 19x14-feet.

Commissioner Muvundamina asked to clarify that the original pour met the requirements, but it was the second pour that did not meet the requirements.

Todd Miller confirmed that was correct, but the whole slab was framed prior to the original pour.

Commissioner Muvundamina confirmed his understanding and pointed out that it appears the issue is with the second pour that is putting the applicant in this position.

Todd Miller agreed but reiterated his question as to why an inspection wasn't completed by the City to avoid this complication in the first place.

Commissioner Kisch asked the applicant to see the original drawing that was provided to the City when it was determined a building permit and inspection wasn't required for the concrete slab. He explained his belief that some of the disconnect is that there is nothing in writing as to what was shown or submitted other than the photos that show the framing that was in place.

Mr. Miller provided the original plan shown to the inspector in 2014 which was passed around to the Commissioners.

Commissioner Kisch noted that the plan provided by the applicant does not show the concrete slab within the 5' side setback nor the 10' rear setback for his property. He said considering the conversations with the City Inspector were based on the plan with the setbacks identified, the portion of the slab that was poured within the setbacks was in violation of the Zoning Code.

Mr. Miller asked the Commission if they agreed he should have been denied a building permit request when he brought this plan into the City.

Commissioner Kisch explained that if he was acting as the inspector and this was the plan that was brought in for review, he would have assumed that the slab would meet the intent of the Zoning Code since the setbacks were clearly identified. If the plan had indicated a 24x24 slab that went right up to the property line, it would have been a different conversation. He understands the applicant's perspective, but at the same time there are ordinances in place. Now that he sees what the intent was, and that it doesn't match up with the work that was completed, he can't recommend support of the variance.

Commissioner Herbers asked if there is rebar in the second portion of the slab or just where the two pads connect. He additionally asked at what point did the applicant decide on completing the second pour.

Mr. Miller confirmed there is continuous rebar around the outside diameter of the second pour. He decided on the second pour when he first framed up the location of the slab.

Commissioner Herbers explained that seeing the sketch provided to the City Inspector has provided him with more conviction to deny the variance. He explained he interprets the sketch as showing a rectangle slab meant for a structure, but then somewhere along the way a decision was made to add-on to the slab. He doesn't agree there is a practical difficulty that applies in this situation. He added the best bet for the applicant is to plead with City Council.

Commissioner Muvundamina said it appears that the applicant decided to expand the slab at some point after the June 2014 discussion with a City Inspector. He does not think it is feasible to expect that a City Inspector will be able to go out to a property within a day or so of submitting plans. He explained his agreement with the other Commissioners to deny the variance request.

Commissioner Kisch explained the Commission will only make a recommendation, and the applicant will have another chance to plead his case to the City Council for the final decision. He added he wants the original plan dated June 18, 2020 to be part of the record that goes to the City Council since it was entered into the Planning Commission's deliberation.

MOTION KISCH, SECOND HERBERS TO RECOMMEND DENIAL OF SETBACK VARIANCES FOR A CONCRETE SLAB AT 8819 PRESTWICK PARKWAY NORTH.

MOTION CARRIED UNANIMOUSLY.

7. OTHER BUSINESS (none)

8. DISCUSSION ITEMS (none)

9. INFORMATION ITEMS

A. Council Comments

Planning Director Sherman stated the City Council took action on their July 24, 2020 meeting when the Council adopted the 2020 Work Plan for the Planning Commission (previously delayed due to COVID discussions), approved the Conditional Use Permit for outdoor storage at Graybar, approved the preliminary plat for Haymaker Heights, and approved the Conditional Use Permit for The Lodge.

B. Commission comments (none)

C. Staff Comments

Planning Director Sherman stated there will be a work session on July 26, 2020 in the Council Chambers set up to comply with social distancing. The conversation will be about the Zoning Code updates which have been previously delayed due to COVID limitations.

10. ADJOURNMENT

Commissioner Chair Kisch adjourned the meeting at 8:20 PM.

Respectfully submitted,

Natalie Davis
Planning Program Assistant

UNAPPROVED MINUTES

MINUTES OF THE BROOKLYN PARK PLANNING COMMISSION Regular Meeting – September 9, 2020



1. CALL TO ORDER

The meeting was called to order at 7:00 PM.

2. ROLL CALL/PLEDGE OF ALLEGIANCE

Those present were: Commissioners Herbers, Husain, Kiekow, Kisch, Mohamed, Morton-Spears, Muvundamina, and Vosberg; Council Liaison Russell; Planning Director Sherman; Senior Planner Larson.

Those not present were: Commissioners Aarestad and Kiekow.

3. EXPLANATION BY CHAIR

4. APPROVAL OF AGENDA

MOTION VOSBERG, SECOND HERBERS TO APPROVE THE SEPTEMBER 9, 2020 AGENDA.

MOTION CARRIED UNANIMOUSLY.

5. CONSENT AGENDA

A. Minutes – August 12, 2020

MOTION HERBERS, SECOND HUSAIN TO APPROVE THE SEPTEMBER 9, 2020 CONSENT AGENDA.

MOTION CARRIED UNANIMOUSLY WITH COMMISSIONER MOHAMED ABSTAINING.

6. PUBLIC HEARING

A. Minnesota Muslim Community Center (John Anderson/JDA Design Architects) – Conditional Use Permit #20-117 for a religious institution at 6001 78th Avenue North.

Senior Planner Larson introduced the Conditional Use Permit application. He explained the building was constructed in the year 2000 as a two-story multi-tenant office building. The building sits in the middle of the lot with parking in the front and back. The request from the Minnesota Muslim Group is to convert some of the office space on the 1st floor into religious worship space. The building is located in the Village Redevelopment District where all uses are permitted with a Conditional Use Permit. Since the building was originally approved for office use, the change in use to include a religious institution requires a new Conditional Use Permit. The 2nd floor will remain unchanged at this time, and the office space will continue to be available for lease. Staff recommends updating all the lights on the building to be downcast and shielded to match the updated lighting code. The proposed use does meet all the ordinance requirements, and there is enough parking on sites to handle their needs. Staff recommends approval.

John Anderson of JDA Design Architects, representative and architect for the applicant, described the modifications to the space with the biggest changes being made to the 1st floor. A few walls will be removed to make a larger worship space of around 800 square feet, which allows 48 occupants for prayer. He stated they are a little under the parking requirements based on the assembly, business, and storage uses.

Commissioner Chair Kisch opened the public hearing.

Seeing no one approach the podium, Commission Chair Kisch closed the public hearing.

Commissioner Mohamed mentioned that there are a lot of parking lots in the area that can be used to augment the slight shortage of parking on site. He doesn't see a problem with the proposal to add religious space that anticipates 48 users.

MOTION MOHAMED, SECOND HERBERS TO RECOMMEND APPROVAL OF CONDITIONAL USE PERMIT #20-117 FOR RELIGIOUS ASSEMBLY ON THE FIRST FLOOR OF AN OFFICE BUILDING AT 6001 78TH AVENUE NORTH, SUBJECT TO CONDITIONS IN THE DRAFT RESOLUTION.

MOTION CARRIED UNANIMOUSLY.

Senior Planner Larson stated all public hearing applications are scheduled to be reviewed at the City Council meeting on September 28, 2020.

B. DataBank (Trisha Sieh/Kimley-Horn) – Site Plan Review #20-118 for a data center building at 8111 Oxbow Creek Drive North.

Senior Planner Larson introduced the application for a Site Plan Review for a business called DataBank. The location is part of the NorthPark Business Center. The application was originally for a Conditional Use Permit, however, the request is better suited as a Site Plan Review at this time. He went over the approved Development Plan for the NorthPark Business Center. The proposal site is building #4 on the Development Plan. The proposal still fits the anticipated footprint, except it is intended for the site to have two buildings on the site for data center use. He explained a data center is a very large computer room. The initial proposal for a Conditional Use Permit was to approve two buildings on one lot. However, based on the submitted plans, the 2nd building was not at the level of detail to approve it quite yet. This is why the proposal has changed to a Site Plan Review which is a requirement of the Planned Development overly in the NorthPark Business Center. It is anticipated they will come back in the future for a Conditional Use Permit when the plans for the 2nd building are ready. The initial proposal is for a building of roughly 97,000 square feet on the northwest portion of the lot. The main point of entry will be from access points on Xylon. There will be one-way circulation with some waiting room to access the business through a security fence into the secure parking lot before entering the building. The phase 1 landscaping will satisfy a portion of the lot's requirements with the remaining landscape requirements occurring as the rest of the site develops in the future. The majority of the floor plan indicates the computer server area with the rest of the building containing workspaces, such as office and cubicles for workers. Since the building is being developed for a specialized use, there are no specific parking requirements in the Brooklyn Park Zoning Code. The applicant is confident the proposed parking in the site plan will fit their needs. If they need more parking after the 1st phase, there are several more acres they can later develop for parking.

The building materials will include primarily precast concrete panels with some metal accents and large curtain walls. The building plans sent out with the Planning Commission agenda packet don't exactly reflect the intent of the City's articulation requirements. There are large wall expanses on the north side that exceed 100 feet, and the west side has a large expanse with columns that don't extend all the way up the façade. However, since the packet went out, updated plans have been submitted that incorporate columns that extend upwards on the façade, and the panels on the front of the building have an in-and-out articulation. These updated plans do meet the intent of the articulation requirement. A condition that staff added is for the landscaping plan to be modified to add more shrubs around the security fence to make the site aesthetically appealing as well as screen the parking lot behind the fence. An updated landscaping plan was received, but it still doesn't meet the intent for screening. Staff recommends approval but would like to work with the applicant on the landscaping plan further.

Craig McGahey, a representative of DataBank, introduced himself to the Commission. He explained DataBank is a privately held company based out of Dallas, TX. This will be their 3rd data center in the Twin Cities, and they have 20 data centers in 9 markets throughout the US. They are expanding in the Minneapolis market based on their success and customer demand. He explained they are working with some of the top design professionals in the data center space. They hope to have a completed building operating in about 1 year.

Trisha Sieh, a representative of Kimely-Horn, introduced herself to the Commission and reiterated that there are still design details being discussed over the architectural elevations, specifically the articulation on the north and west side of the building. They hope their updated plans meet the intent of the code while being a nice addition to the building. She explained Jason Hannah with Corgan is available by phone to answer any architectural elements of the building. She explained the landscaping plan in detail noting that the fence is needed for the high level of security required for the data center, but they are using landscaping between the street and the fence to soften the look from the street while screening from vehicle headlights. They are confident they will be able to create a landscape design that meets the intent of the code while providing a functional design that meets the needs of the facility.

Commissioner Chair Kisch opened the public hearing.

Seeing no one approach the podium, Commissioner Chair Kisch closed the public hearing.

Commissioner Mohamed brought up a previous discussion the City Council had on data centers within the last couple of years. It was stated that data centers take up a lot of space without employing a lot of people. He asked for more information on the other data centers in Minneapolis, specifically the number of employees and how it functions.

Craig McGahey stated there are 2 data centers operating in Eagan (MSP2) and Edina (MSP1). He confirmed that data centers do not require many employees due to the nature of their operations. Typically, there is a staff of 6-12 employees who are responsible for maintaining the engineering and system operation at each facility. Additionally, customers who represent their tenants will have staff that come in to the facility on an infrequent basis. He explained this is an industrial facility that are very clean in nature that contain racks of computer services. They are not operating in a dark self-managed environment, but there is consistent traffic that goes into the facility.

Commissioner Chair Kisch asked how site access and security would work with the phasing of the site plan. He pointed out an ingress and egress off of Oxbow Creek with a security gate. He asked if security access was anticipated for the 2nd building when it is constructed. He asked if the intent is to have queuing occur primarily off of Oxbow Creek Drive or will the primary entrance still be off of Xylon Ave.

Trisha Sieh confirmed the primary entrance for vehicles to access building 1 will be off Xylon Ave. There will be a reject lane on the site if someone isn't authorized to pass the security gate. South of this access point, there is a truck access point. When building 2 is operating the truck access point will remain, but truck traffic is minimal once the data center is fully operational. The primary entrances for vehicles will be off Oxbow Creek and the shared drive with NorthPark 3. She pointed out an emergency egress gate on the southeast side as well.

Commissioner Chair Kisch asked if all the cooling and heating are done through the chillers and generators on the ground with no roof-top equipment.

Craig McGayhe explained that is mostly true, but they will have 4-5 rooftop units that are about as big as a table, but all the heavy mechanical and electrical equipment is kept at grade. He added the roof-top units are kept deliberately low to meet the screening requirements.

Commissioner Chair Kisch stated his design preference was for the original plans along the west façade as he felt the columns broke down the scale vertically and horizontally while tying the building together with the banding on the front entrance. He preferred the additional articulation along Oxbow Creek Drive as it addresses the public similarly along both street frontages. However, he wants to leave the design of the west façade up to the applicant and architect.

MOTION HUSAIN, SECOND VOSBERG TO RECOMMEND APPROVAL OF SITE PLAN REVIEW #20-118 FOR A DATA CENTER BUILDING AT 8111 OXBOW CREEK DRIVE, SUBJECT TO CONDITIONS IN THE DRAFT RESOLUTION.

MOTION CARRIED UNANIMOUSLY.

C. WoodSpring Suites (SOTA Partners LLC) – Rezone property to Business Park and a Conditional Use Permit #20-119 for a 4-story hotel at 9489 Winnetka Avenue North.

Senior Planner Larson introduced the request for a hotel within the Northcross Business Center. It will be at the north end of Winnetka Ave, just south of Highway 610. The lot was created with the Northcross Business Center about 6 years ago when three other buildings were approved. These buildings now house Wurth Adams, Nilfisk, and Tesla. This lot was originally reserved for a 4-story hotel or office building in their Development Plan as it was their intention to have a building with more height along the freeway. Subsequently, this site was rezoned with the transit-oriented development design regulations. In theory, the new zoning designation as Transit-Oriented Development Employment Transition (TOD-E.T.) encourages more density, intensity, and a walkable design. He explained the problem with this is the lot was set up for the old business park setting, and the new zoning district didn't change the constraints of the lot. A hotel is permitted under the current zoning as long as it is built right up to the street which would be the little cul-de-sac of Winnetka Ave which doesn't allow for a lot of street frontage. He noted the architecture would need to be quite unusual to make a hotel work. This is why the applicant is

proposing the zoning designation be changed back to the Business Park Zoning District with a Planned Development Overlay (BP/PD).

Senior Todd Larson described the proposed hotel of roughly 13,000 square feet with 126 rooms placed in the middle of the lot with one row of parking surrounding the building. It will line up with the existing driveways for Tesla and Nilfisk. There is a nearby private roadway that contains intense landscaping maintained by the developer and businesses. The landscaping plan meets most of the requirements. However, the zoning code requires at least 50% of the building footprint foundation to have a planting bed of at least 6 feet. There was not quite enough room on the site to accommodate this requirement in addition to parking, drive aisles, and walkways. To address this, the applicant added more landscaping to the west side adjacent to the building. In theory this modification still meets the same area requirements around the building, but some areas are 3 feet instead of 6 feet. He described the exterior as similar to the precast look of the surrounding business park, but the materials are actually a brick base with masonry stucco on the top. Staff found a discrepancy with the colors in the design during review, so the applicant brought color samples to the meeting to show the Commission their intent.

Senior Todd Larson confirmed staff recommends approval of the Rezoning request. Once the site is rezoned, the hotel use is subject to a Conditional Use Permit, also recommended for approval by staff with the conditions listed in the staff report.

Pete Marrow, the civil engineer with Sambatek, introduced himself to the Commission for any questions.

Commissioner Chair Kisch opened the public hearing.

Seeing no one approach the podium, Commissioner Chair Kisch closed the public hearing.

Commissioner Mohamed asked staff how the hotel will look when driving on Highway 610. He asked if the hotel would block the Tesla and similar properties from view.

Senior Planner Larson explained the hotel will mostly block the view of Tesla, but Nesflick would still be visible from Highway 610.

Commissioner Mohamed stated he remembered a previous conversation about hotels on the corner between Broadway and 610, and since then 2 hotels have been constructed. He asked if a 3rd hotel was always planned as part of the other hotels.

Senior Planner Larson explained the Development Plan approved in 2014 did include the possibility of developing this lot for a hotel or a speculative multitenant building, but the office market is fairly light right now. He confirmed a hotel was always a possibility.

Commissioner Mohamed stated his intent to make sure the hotel looks right driving on Highway 610 as it pertains to the other properties.

Commissioner Chair Kisch asked if the need to rezone is only due to the setbacks in relation to the street or if there were other reasons to rezone the site. He stated he wants to understand if a variance was more applicable to accommodate the setbacks rather than undoing the recent zoning change.

Senior Planner Larson explained the front entrance of the building would need to be shifted east and meet the street as required.

Commissioner Chair Kisch asked if this was because the other frontage to the south is not a public road.

Senior Planner Larson confirmed this was correct. It would require several variances that are not needed if the lot is zoned back to the original district designation.

MOTION KISCH, SECOND MUVUNDAMINA TO RECOMMEND APPROVAL OF REZONING 4.85 ACRES FROM TRANSIT-ORIENTED DEVELOPMENT EMPLOYMENT TRANSITION (TOD-E.T) TO BUSINESS PARK WITH PLANNED DEVELOPMENT OVERLAY (BP/PD) AT 9489 WINNETKA AVENUE NORTH.

MOTION CARRIED UNANIMOUSLY.

MOTION KISCH, SECOND MUVUNDAMINA TO RECOMMEND APPROVAL OF CONDITIONAL USE PERMIT FOR A HOTEL AT 9489 WINNETKA AVENUE NORTH, SUBJECT TO CONDITIONS IN THE DRAFT RESOLUTION.

MOTION CARRIED UNANIMOUSLY.

D. TOD Modifications 2020 (City of Brooklyn Park) – Updates to Transited Oriented Development Uses.

Planning Director Sherman introduced the agenda item to update the TOD-E.T. District in response to businesses in the district that have raised concerns that warehousing was not an included use. She believes this was simply an oversight since it was included in the TOD-E zone as an accessory use which limits how much of the use can take up the building. With this update, the request is to allow warehousing as a permitted use to match the Business Park Zoning District. She explained most of the buildings in the district are already developed and in use, some of which include warehousing. Amending the code will provide the existing businesses a sense of comfort to have warehousing as a permitted use in the TOD-E.T. District. Staff recommends approval.

Commissioner Chair Kisch opened the public hearing.

Seeing no one approach the podium, Commissioner Chair Kisch closed the public hearing.

Commissioner Mohamed confirmed this amendment makes sense.

Commissioner Chair Kisch asked if the definition of warehousing is still based on the current definition in the zoning code or if there will be any modifications.

Planning Director Sherman stated changes have not been proposed yet, but refinements are anticipated to be presented to the Planning Commission soon. She explained distribution is listed separately in the existing chart to help clarify distribution versus warehousing.

MOTION HERBERS, SECOND MUVUNDAMINA TO RECOMMEND APPROVAL OF AN ORDINANCE UPDATING USES IN TRANSIT ORIENTED EMPLOYMENT TRANSITION DISTRICT (TOD-E.T).

MOTION CARRIED UNANIMOUSLY.

7. OTHER BUSINESS (none)

8. DISCUSSION ITEMS (none)

9. INFORMATION ITEMS

A. Council Comments

Council Liaison Russell updated the Planning Commission with recent City Council actions. On August 31, the Council approved the plat for David Kirchoff, the Conditional Use Permit for the International Brotherhood of Electrical Workers to host meeting and events with some operating hours restrictions for rental events, and the Miller Variance. He explained the variance was approved because the Council received support from the neighbor, the property is well maintained, removal of the slab would be labor intensive, and the slab has been in place since 2014 without causing a negative impact to the neighborhood.

B. Commission comments (none)

C. Staff Comments

Planning Director Sherman stated there are applications for the October regular meeting, but a decision has not yet been made as to whether there will be a work session in September as it depends on progress made with the Zoning Code update.

10. ADJOURNMENT

Commissioner Chair Kisch adjourned the meeting at 7:48 PM.

Respectfully submitted,

Natalie Davis
Planning Program Assistant

A G E N D A

If you need these materials in an alternative format or need reasonable accommodations for a RPAC meeting, please provide the City with 72-hours' notice by calling 763-424-8000 or emailing Josie Shardlow at josie.shardlow@brooklynpark.org.
Para asistencia, 763-424-8000; Yog xav tau kev pab, 763-424-8000.

1. CALL TO ORDER/ROLL CALL

2. INTRODUCTION OF NEW COMMISSIONER – Latrina Caldwell

3. OPEN FORUM-PUBLIC COMMENT AND RESPONSE

Provides an opportunity for the public to address the Commission on items which are not on the agenda. Public Comment will be limited to 15 minutes (if no one is in attendance for Public Comment, 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. Individuals should limit their comments to three minutes. Commissioners will not enter into a dialogue with citizens. Questions from the Commission will be for clarification only. Public Comment 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.

4. APPROVAL OF September 16, 2020 AGENDA

5. APPROVAL OF MINUTES FROM July 15, 2020 MEETING

6. ACTION ITEMS

N/A

7. GENERAL INFORMATION - PRESENTATIONS

1. OVERVIEW PROPOSED 2021 DEPARTMENT BUDGET
 - A. 2021 RECREATION AND PARKS GENERAL LEVY OPERATING BUDGET
 - B. SPECIAL REVENUE
 - i. BROOKLAND
 - ii. ICE ARENA
 - C. ENTERPRIZE FUNDS
 - i. EDINBURGH USA (CLUBHOUSE AND GOLF OPERATIONS)
 - ii. BP SPORTS DOME

8. OLD BUSINESS

1. DEER HUNT ADDITION OF GREENHAVEN PARK
2. PARK BUILDING ADDITIONS
 - A. AWARD OF CONTRACT
 - i. CHANGE ORDERS
 - ii. CONSTRUCTION ADMINISTRATION
3. GRANT APPLICATION FOR MISSISSIPPI RIVER SHORELINE STABILIZATION PLAN
4. PLAZA PARK DISCUSSION AND BLM

9. WRITTEN REPORTS

1. PROGRAM AND EVENTS UPDATE
 - A. UPDATE ON COVID IMPACT TO PROGRAMS
2. UPDATE ON OTHER PARK AND FACILITIES PROJECTS
3. DIRECTORS REPORT

- A. CARES FUNDING
- B. HOMELESS CAMPS IN PARKS PROTOCOL
- C. ADA ASSESSMENTS
- D. UPDATE ON MISSISSIPPI GATEWAY REGIONAL PARK/ENA
- E. UPDATE ON CITA

10. DISCUSSION ITEMS

- 1. PARK BOND REINVESTMENT UPDATE

11. VERBAL REPORTS AND ANNOUNCEMENTS

- 1. COMMISSIONER UPDATES
- 2. CITY PLANNING COMMISSION UPDATES
- 3. CITA – COMMISSIONER WILSON
- 4. KEY TOPICS FOR DISCUSSION AT THE NEXT RPAC MEETING
- 5. KEY DATES FOR FUTURE MEETINGS

12. ADJOURNMENT



Metropolitan Airports Commission

PLANNING, DEVELOPMENT AND ENVIRONMENT COMMITTEE

MEMBERS

Randy Schubring, Chair | Steve Cramer, Vice Chair | Yodit Bizen | Katie Clark Sieben
Leili Fatehi | Richard Ginsberg | Ikram Koliso | Rick King, Commission Chair
Patti Gartland, Commission Vice Chair | Don Monaco, OF&A Chair

NOTICE OF RESCHEDULED REGULAR MEETING

Tuesday September 8, 2020 at 10:30 a.m.

TELECONFERENCE ONLY

The Teleconference is open to the public. To participate, call 612-351-3093 and enter 239031

AGENDA

1. Open Forum
 - 1.1. Introductions [No Items]
 - 1.2. Public Comment on Non-Agenda Items
 - 1.3. Public Hearings [No Items]
 - 1.4. Public Presentations [No Items]
2. Consent
 - 2.1. Reports
 - 2.1.1. Change Management Policy and Project Status Report - Bridget M. Rief, Vice President - Planning and Development
 - 2.1.2. Final Payments - MAC Contracts - Heather J. Leide, Director - Airport Development
 - 2.1.2. 1. 2018 Mezzanine HVAC/AHU Replacement and Penthouse - North
 - 2.1.2. 2. 2018 Electrical Infrastructure Program Phase 10
 - 2.1.2. 3. 2018 Terminal 1 Building Remediation
 - 2.1.2. 4. 2019 EMC Plant Upgrades Phase 3
 - 2.1.2. 5. 2018 Terminal 2 and Outbuildings Miscellaneous Modifications

2.1.2. 6. 2019 Taxiway B and Q Centerline Lights

2.1.2. 7. 2020 Miscellaneous Airfield Construction

2.2. Bids Received - MAC Contracts - Heather J. Leide, Director - Airport Development

2.2.1. 2020 MSP Miscellaneous Airfield Construction Phase 3 - Taxiway L4
Decommissioning

2.2.2. 2020 MSP Plumbing Infrastructure Upgrade

2.3. Exercise Contract Extension Option - ServiceTec Frontline Services - Gregg Goudy,
Director - IT Infrastructure/Operations/Cybersecurity

3. Business

3.1. Project Budget Adjustment and MAC Contract Final Payment - 2019 Pavement Joint
Sealing - Heather J. Leide, Director - Airport Development

3.2. Preliminary 2021-2027 Capital Improvement Program

3.2.1. Program Overview - Heather J. Leide, Director - Airport Development

3.2.2. Assessment of Environmental Effects - Bridget M. Rief, Vice President - Planning
and Development

4. Information [No Items]

5. Announcements

6. Closed Session [No Items]



Metropolitan Airports Commission

6040 28th Avenue South, Minneapolis, MN 55450-2799 • 612-726-8100 • metroairports.org

September 2, 2020

RE: Metropolitan Airports Commission's Preliminary 2021-2027 Capital Improvement Program

Dear Sir or Madam:

Each year the Metropolitan Airports Commission (MAC) compiles its seven-year Capital Improvement Program (CIP) which outlines construction projects proposed for the Commission's system of airports. The projects shown in year one represent projects that have been reasonably defined for implementation in the upcoming calendar year. Staff will have authority to develop final plans and specifications and advertise for bids for these projects. Projects in year two have been identified as a need or potential need but require further study in order to properly determine the scope, feasibility, or cost of the project. Staff will have authority to develop plans and specifications for these projects to refine them for inclusion in next year's program. Projects in year three will be studied and preliminary plans prepared. The last four years of the program include projects that staff deems likely to be needed during this period. This portion of the program assists in financial planning and meets the requirements of the Metropolitan Council's investment framework.

In 1998, legislation was passed (MS 473.621, Subd. 6 as amended) concerning local review of the CIP. The legislation requires the MAC to complete a process to provide "affected municipalities" surrounding the airport the opportunity for discussion and public participation in the MAC's CIP process. An "affected municipality" is a municipality that is either adjacent to a MAC airport, is within the noise zone of a MAC airport as defined in the Metropolitan Development Guide, or has notified the MAC that it considers itself an "affected municipality." Your community has been identified as an "affected municipality" by Metropolitan Council staff based upon the criteria as defined in the statute.

The legislation requires that the MAC provide adequate and timely notice, including a description of the projects in the CIP, to each affected municipality. The notices must include agendas and meeting minutes at which the proposed CIP was to be discussed or voted on in order to provide the municipalities the opportunity to solicit public comment and participate in the development of the CIP on an ongoing basis. Comments received from the affected municipalities will be reviewed and a response developed.

September 2, 2020
Page 2

As has been done since 1999, the MAC has developed a schedule that will allow the affected municipalities the opportunity to participate in the CIP process. The implementation schedule for the 2021-2027 CIP is attached for your information. The shaded items represent actions/dates that pertain to the CIP. You will receive mailings regarding the CIP review and approval process. Once the Commission approves the preliminary CIP, you will have 60 days to provide comments on the proposed CIP to the MAC. Comments will be received until close of business on November 16, 2020. MAC staff will be available to attend any public meetings to answer questions regarding the projects in the CIP.

The Planning, Development, and Environment Committee of the Commission will be meeting on September 8, 2020 to review and make a recommendation to the full Commission on the Preliminary 2021 CIP. The approval of the Preliminary CIP will start the mandated environmental review process. Attached is the agenda for the Committee meeting, the Staff memo on the CIP, a spreadsheet showing the proposed 2021-2027 CIP, and project narratives for projects in year 2021.

All comments and questions on either the process or the CIP should be addressed to:

Heather Leide, Director of Airport Development
Metropolitan Airports Commission
6040-28th Avenue South
Minneapolis, MN 55450
Phone: 612.726.8128
E.mail: heather.leide@mspmac.org

Sincerely,



Heather J. Leide
Director of Airport Development

Attachments

HJL/lrk

c: Jenn Felger, PD&E Coordinator
Toni Howell, Manager of Environmental Affairs
Bridget Rief, VP of Planning & Development
CIP file



Metropolitan Airports Commission

TO: Planning, Development and Environment Committee

FROM: Heather J. Leide, Director – Airport Development (612-726-8128)

SUBJECT: **Preliminary 2021 – 2027 Capital Improvement Program
Program Overview**

DATE: September 2, 2020

FOR ACTION

Summary

Each year, MAC staff prepares a seven-year Capital Improvements Program (CIP) for review and approval by the full Commission. A preliminary version of the 2021-2027 CIP listing is provided in September in order to give Commissioners, Affected Municipalities and the public an opportunity to see what is planned for the upcoming seven-year program, with specifics included for the proposed projects forthcoming for construction contract award in 2021.

The seven-year CIP includes projects for both the Minneapolis-St. Paul International Airport (MSP) and the six airports in the Reliever Airport System. The majority of projects in the attached project listing focus on the rehabilitation and replacement of airport infrastructure, existing assets, and terminal systems to ensure that airport safety, security and operations are not compromised.

Fiscal Impact

No Impact Operating Budget CIP Other

The Airport Development Department works closely with Finance staff during the CIP development process to review funding for the seven-year program. Any project changes to the preliminary CIP will be reflected in the final version brought to the Commission in December for final adoption. At that time, Finance will also provide a companion funding analysis for the first three years of the program for information.

Action Requested

- 1. Recommend that the full Commission accept the attached preliminary 2021-2027 Capital Improvement Program for purposes of conducting the affected municipalities review and the Assessment of Environmental Effects (AOEE) process; and**
- 2. Authorize staff to proceed with these processes.**

Background

The 2021-2027 preliminary CIP includes the following (attached to this memo):

- (a) Anticipated CIP process schedule;
- (b) Draft listing of projects by category with proposed year and estimated cost for each;
and
- (c) Draft project narratives for the projects listed in 2021.

Applicable Legal Authority

MAC's Bylaws, Minnesota Statutes Sec. 473.621, Subd. 6 and 7.

Analysis

Due to the economic realities and uncertainties related to the global pandemic and associated reduction in air travel, this is a particularly challenging project planning cycle. Staff approached this preliminary draft by moving most of the projects that were paused in 2020 into 2021 and shifting the 2021-2026 projects approved in the 2020 program into 2022-2027. Then, the most critical projects were pulled forward identified by stakeholders. Anticipated grant funding opportunities also influenced the scheduling of projects in 2021.

In 2021, there are significant dollars associated with the major enhancements to the Terminal 1 arrivals and departures levels (continuing from previous years) via the Operational Improvements Program. This program provides benefit to the local travelers who utilize the check-in, baggage drop, baggage claim, and security-related passenger processing facilities. Also at MSP are planned major investments in the fire station portion of the Safety and Security Center and necessary pavement reconstruction.

In addition, the seven-year program includes the next phases associated with proposed runway changes at the Lake Elmo Airport as outlined in MAC's Long Term Comprehensive Plans for that facility.

The preliminary seven-year program as attached will be made available to affected municipalities for review and comment. Affected municipalities will have 60 days to review the proposed program and offer comments to MAC staff for consideration when preparing the final program recommendations for review by the full Commission in December. The 60-day comment period is anticipated to run from September 21, 2020 through November 20, 2020.

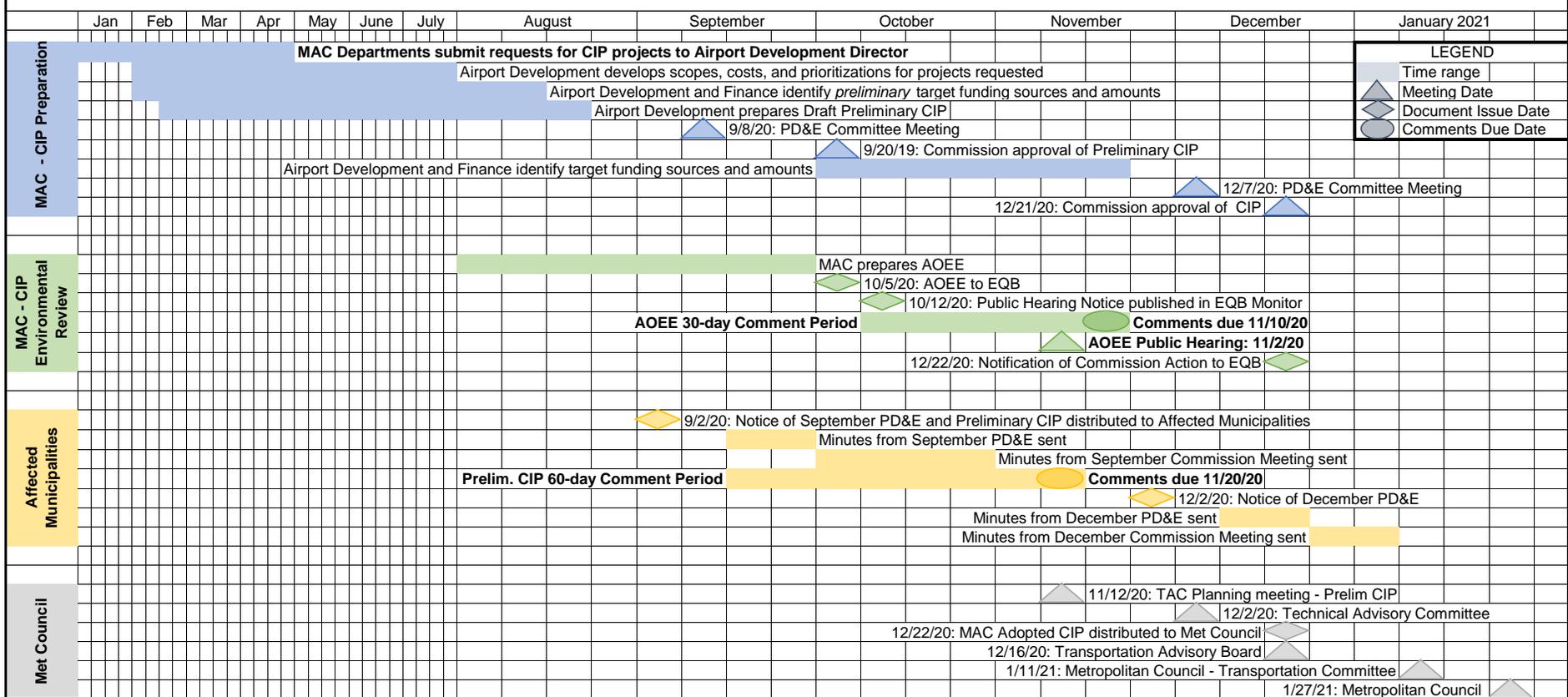
The preliminary program will also be utilized to develop the annual Assessment of Environmental Effects (AOEE) document, as outlined in the companion memorandum to this agenda item.

As required by Minnesota law, MAC's seven-year CIP must be reviewed by the Metropolitan Council. This preliminary program will be submitted to the sub-committees of the Metropolitan Council for initial review and discussion. Upon MAC's adoption of the final December version of the program, MAC will request review by the full Metropolitan Council of the adopted program in January 2021.

Looking forward, please note that the recommended action in December specific to the 2021-2027 CIP will include adoption of a proposed final CIP as well as authorize staff to:

- (a) Prepare plans and specifications and advertise for bids for the 2021 projects.
- (b) Conduct further studies to refine the scopes and costs, and to prepare plans and specifications for the 2022 projects.
- (c) Conduct studies and develop preliminary plans and specifications for the 2023 projects.
- (d) Utilize consultants as necessary in accordance with MAC's consultant use policies.
- (e) Initiate appropriate documentation to apply for federal, state, and PFC funding.
- (f) Forward the adopted 2021-2027 CIP to the Metropolitan Council for their review.

2021 - 2027 CAPITAL IMPROVEMENT PROGRAM DEVELOPMENT SCHEDULE



2021-2027 Capital Improvement Program - Preliminary Draft	2021	2022	2023	2024	2025	2026	2027
MSP End of Life/Replacement Projects							
<i>10 - Terminal 1</i>							
Concourse and Hub Tram Replacement			\$500,000			\$300,000,000	\$300,000,000
Passenger Boarding Bridge Replacements	\$4,100,000	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000
Recarpeting Program				\$7,000,000	\$7,000,000	\$7,000,000	
TSA Recapitalization		\$16,000,000					
<i>13 - Energy Management Center</i>							
Concourses E and F Bridge Heating and Cooling System Replacement			\$2,100,000	\$2,000,000	\$1,600,000		
GTC Dual-temperature Pump Improvements			\$1,800,000				
Heating Pump Upgrades		\$900,000					
Variable Air Volume (VAV) Box Replacement		\$750,000	\$750,000	\$750,000	\$750,000		
<i>21 - Field and Runway</i>							
30L EMAS Replacement						\$19,000,000	
Bituminous Shoulder Reconstruction		\$5,000,000	\$7,000,000	\$7,500,000	\$7,000,000	\$6,500,000	\$7,000,000
Airfield Snow Melter Replacement/Upgrades				\$1,400,000	\$1,400,000	\$1,400,000	\$1,400,000
Taxiway A Pavement Reconstruction	\$16,000,000					\$6,500,000	\$9,500,000
Taxiway B and Concourse G Apron Pavement Reconstruction	\$16,000,000	\$6,000,000	\$13,500,000		\$11,500,000		\$11,000,000
Taxiway P Reconstruction		\$10,000,000					
<i>26 - Terminal Roads/Landside</i>							
Lower Level Roadway Rehabilitation				\$1,100,000			
Upper Level Roadway Electrical System Rehabilitation				\$1,000,000			
Upper Level Roadway Rehabilitation				\$2,000,000			
UPS Loop Pavement Reconstruction				\$1,600,000			
Variable Message Signs Replacement, Phase 3				\$1,600,000			
<i>31 - Parking</i>							
Parking Ramp Snow Melter Replacement/Upgrades		\$1,350,000	\$1,350,000				
<i>36 - Terminal 2</i>							
Terminal 2 Recarpeting Program		\$500,000	\$500,000	\$500,000	\$500,000		
<i>39 - Public Areas/Roads</i>							
28th Avenue South Reconstruction						\$2,270,000	
East 62nd Street Reconstruction				\$3,500,000			
MSP End of Life/Replacement Projects Subtotal	\$36,100,000	\$44,500,000	\$31,500,000	\$33,950,000	\$33,750,000	\$346,670,000	\$332,900,000

2021-2027 Capital Improvement Program - Preliminary Draft	2021	2022	2023	2024	2025	2026	2027
MSP IT Projects							
<i>10 - Terminal 1</i>							
Concourse C and G Digital Directory Replacement				\$200,000			
Intelligent Monitoring and Control Systems (IMACS)	\$1,500,000	\$1,500,000					
MAC Technology Upgrades	\$8,500,000	\$10,000,000	\$10,000,000	\$10,000,000	\$10,000,000	\$10,000,000	\$10,000,000
Telecom Room Equipment Continuity (TREC)		\$1,500,000		\$1,500,000			
<i>63 - Police</i>							
Radio DAS Coverage Deficiency Resolution	\$600,000			\$500,000	\$1,500,000		
Card Access Modifications	\$200,000	\$1,300,000		\$500,000	\$1,000,000		
<i>66 - Fire</i>							
Fire Alarm System Transition (FAST)	\$1,800,000	\$1,400,000	\$1,500,000	\$2,000,000	\$1,200,000	\$1,000,000	\$1,200,000
MSP IT Projects Subtotal	\$10,800,000	\$15,700,000	\$11,500,000	\$14,700,000	\$13,700,000	\$11,000,000	\$11,200,000

2021-2027 Capital Improvement Program - Preliminary Draft	2021	2022	2023	2024	2025	2026	2027
MSP Long Term Comprehensive Plan Projects							
<i>10 - Terminal 1</i>							
Baggage Claim/Ticket Lobby Operational Improvements	\$83,700,000	\$44,900,000	\$14,300,000				
Baggage Handling System	\$36,300,000						
Checkpoint Expansion					\$11,000,000		
D-Pod Outbound Baggage System							\$5,000,000
Expand and Remodel International Arrivals Facility			\$5,000,000				
MSP Airport Layout Plan		\$800,000					
MSP Long Term Plan	\$250,000	\$750,000					
Unstaffed Exit Lanes					\$2,500,000		
<i>21 - Field and Runway</i>							
Runway 30R Parallel Taxiway				\$12,000,000	\$10,000,000		\$14,000,000
<i>36 - Terminal 2</i>							
Terminal 2 North Gate Expansion				\$100,000,000			
MSP Long Term Comprehensive Plan Projects Subtotal	\$120,250,000	\$46,450,000	\$19,300,000	\$112,000,000	\$23,500,000	\$0	\$19,000,000

2021-2027 Capital Improvement Program - Preliminary Draft

	2021	2022	2023	2024	2025	2026	2027
MSP Maintenance/Facility Upgrade Projects							
<i>10 - Terminal 1</i>							
ADO Office Expansion				\$4,000,000			
Art Display Areas	\$150,000	\$150,000	\$200,000	\$250,000			
Arts Master Plan - TBD	\$300,000	\$900,000	\$1,100,000	\$1,200,000	\$500,000	\$500,000	\$600,000
Concourse G Moving Walks				\$6,000,000			
Delivery Node Redevelopment		\$500,000	\$2,700,000	\$7,800,000	\$2,700,000	\$2,250,000	\$4,320,000
Folded Plate Repairs		\$8,900,000		\$8,900,000		\$8,900,000	
Lighting Infrastructure Technology and Equipment (LITE)			\$2,250,000		\$2,500,000		\$2,500,000
Restroom Upgrade Program			\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000
Terminal 1 Employee Breakroom		\$225,000					
Terminal 1 Mechanical Room C-1043			\$5,500,000				
Terminal 1 Public Walk Aisle Terrazzo Floor Installation				\$4,400,000	\$4,400,000	\$4,500,000	\$4,500,000
Terminal 1 Tug Door Replacement		\$540,000					
Terminal 1 Tug Drive Heater Replacement			\$900,000				
Way-Finding Sign Backlighting Replacement				\$1,600,000			
<i>13 - Energy Management Center</i>							
Chiller Plant Optimization				\$3,000,000			
Concourse B Heating System Upgrades	\$950,000	\$2,050,000					
EMC Roof Replacement and Break Room Remodel		\$8,300,000					
Energy Savings Program	\$700,000		\$2,000,000		\$2,000,000		\$2,000,000
Indoor Air Quality Monitoring System	\$700,000						
LED Lighting Conversion in Valet	\$500,000						
MAC Automation Infrastructure Program			\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000
Material Storage Building - Boiler Room Addition			\$1,000,000				
Victaulic Piping Replacement	\$1,000,000			\$2,000,000		\$2,000,000	
<i>21 - Field and Runway</i>							
Apron Lighting LED Upgrade				\$5,000,000	\$1,000,000	\$3,000,000	\$1,000,000
Runway LED Lighting Upgrade			\$1,500,000	\$1,700,000	\$2,700,000		
Taxiways B & Q Islands	\$700,000						
Taxiway T Centerline Lights		\$700,000					
Terminal 2 Glycol Lift Station/forcemain				\$1,100,000			
Tunnel Lighting LED Upgrade				\$1,100,000	\$1,000,000	\$900,000	\$400,000
<i>31 - Parking</i>							
Orange Ramp Metal Panel Replacement		\$500,000					
Parking Guidance System			\$6,500,000				
Parking Ramp Railing Refinishing		\$1,000,000		\$1,000,000		\$100,000	
<i>36 - Terminal 2</i>							
Terminal 2 Employee Breakroom		\$350,000					
Terminal 2 MUFIDS/EVIDS Millwork Upgrades				\$350,000			
Terminal 2 Gate Area Passenger Amenities				\$1,000,000			
Terminal 2 Gate Desk/Podium Replacement							\$450,000
Terminal 2 Ground Transportation Waiting Area Expansion				\$400,000			
Terminal 2 Pre-Conditioned Air (PCA) Replacement (H1-H10)		\$2,000,000					
Terminal 2 Rentable Space Build-out		\$700,000					
Terminal 2 Skyway to LRT Flooring Installation			\$800,000				
<i>39 - Public Areas/Roads</i>							
Diverging Diamond Intersection Rehabilitation				\$340,000			
Terminal 1 Ground Transportation Modifications			\$600,000				
Tunnel Fan Replacement				\$4,700,000	\$6,800,000		

MSP Maintenance/Facility Upgrade Projects continues on the next page.

2021-2027 Capital Improvement Program - Preliminary Draft

	2021	2022	2023	2024	2025	2026	2027
MSP Maintenance/Facility Upgrade Projects (cont.)							
46 - Hangars and Other Buildings							
MAC Storage Facility			\$10,000,000				
Safety and Security Center	\$30,000,000			\$90,000,000			
56 - Trades/Maintenance Buildings							
South Field Maintenance Building Wash Bay				\$3,500,000			
63 - Police							
Badging Office Relocation	\$4,100,000						
Perimeter Gate Security Improvements		\$7,500,000		\$6,500,000	\$6,500,000		
Perimeter Fence Intrusion Detection System					\$1,000,000		
Public Safety Modifications	\$1,500,000		\$1,000,000		\$1,000,000		
Terminal 1 APD Locker Room Expansion		\$1,200,000					
66 - Fire							
Campus Fire Protection		\$2,800,000		\$2,400,000		\$3,400,000	
70 - General Office/Administration							
GO Building Improvements		\$500,000					
76 - Environment							
Glycol Sewer & Storm Sewer Inspection/Rehabilitation					\$1,400,000	\$500,000	
Ground Service Equipment (GSE) Electrical Charging Stations				\$3,000,000			
Lift Station at Ponds 1 and 2			\$1,400,000				
Runway 12R-30L Glycol Forcemain Environmental Improvements			\$2,000,000				
Terminal 2 Remote Ramp Lot/Drainage Improvements				\$2,000,000			
MSP Maintenance/Facility Upgrade Projects Subtotal	\$40,600,000	\$38,815,000	\$43,450,000	\$167,240,000	\$37,500,000	\$30,050,000	\$19,770,000

2021-2027 Capital Improvement Program - Preliminary Draft

	2021	2022	2023	2024	2025	2026	2027
MSP Noise Mitigation Consent Decree Amendment	\$1,500,000	\$1,000,000	\$1,000,000	\$1,000,000			
MSP Ongoing Maintenance Programs							
<i>10 - Terminal 1</i>							
Air Handling Unit Replacement		\$6,500,000	\$6,500,000	\$6,500,000	\$6,500,000	\$6,500,000	\$3,000,000
Baggage System Upgrades	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000
Concourse G Rehabilitation	\$4,000,000	\$4,000,000	\$5,000,000	\$5,000,000	\$5,000,000	\$5,000,000	\$5,000,000
Conveyance System Upgrades		\$3,000,000			\$3,000,000		
Electrical Infrastructure Program (EIP)		\$2,000,000	\$2,500,000	\$2,500,000		\$2,500,000	\$2,500,000
Electrical Substation Replacement	\$1,400,000	\$1,400,000	\$1,400,000	\$1,400,000	\$1,200,000	\$1,200,000	
Emergency Power Upgrades	\$2,000,000		\$2,500,000	\$2,500,000		\$2,500,000	\$2,500,000
Plumbing Infrastructure Upgrade Program	\$600,000	\$600,000	\$600,000	\$700,000	\$700,000	\$700,000	\$700,000
Terminal Building Remediation Program		\$2,000,000	\$3,000,000	\$3,000,000	\$3,000,000	\$3,000,000	\$3,000,000
Terminal Miscellaneous Modifications	\$2,400,000	\$2,400,000	\$2,500,000	\$2,500,000	\$2,500,000	\$2,500,000	\$2,500,000
<i>13 - Energy Management Center</i>							
EMC Plant Upgrades (T1 & T2)		\$1,500,000	\$1,300,000			\$1,500,000	
<i>21 - Field and Runway</i>							
Airside Electrical Construction		\$4,000,000	\$2,300,000	\$2,500,000	\$2,500,000		
Airside Roadway Pavement Restoration		\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000
Glycol Tank Repairs		\$800,000					
Miscellaneous Airfield Construction	\$3,000,000	\$3,500,000	\$4,000,000				
Pavement Joint Sealing/Repair	\$1,200,000	\$800,000	\$800,000	\$800,000	\$800,000	\$800,000	\$800,000
<i>26 - Terminal Roads/Landside</i>							
Glumack Drive Reconstruction				\$2,800,000			
Tunnel Approaches Reconstruction			\$2,370,000				
Tunnel/Bridge Rehabilitation	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$120,000	\$120,000
<i>31 - Parking</i>							
Parking Structure Rehabilitation	\$3,000,000	\$3,000,000	\$3,000,000	\$3,000,000	\$3,000,000	\$3,000,000	\$3,000,000
<i>39 - Public Areas/Roads</i>							
34th Ave Sanitary Sewer Replacement						\$2,200,000	
34th Avenue Bus Area Reconstruction				\$700,000			
34th Avenue Reconstruction						\$7,000,000	\$7,000,000
Concrete Joint Repair		\$400,000	\$900,000	\$1,000,000	\$300,000	\$400,000	\$1,200,000
Landside Pavement Rehabilitation		\$500,000	\$500,000	\$500,000	\$500,000		\$500,000
Landside Utility Rehabilitation		\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	
Roadway Fixture Refurbishment	\$150,000	\$150,000	\$150,000	\$150,000			
<i>46 - Hangars and Other Buildings</i>							
Campus Building Rehab Program		\$500,000	\$1,500,000	\$1,500,000	\$1,500,000		\$1,500,000
Campus Parking Lot Reconstructions			\$650,000	\$650,000			
End of Life Campus Building Demolition			\$400,000	\$400,000			
MSP Campus Building Roof Replacements		\$1,300,000	\$2,900,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
MSP Ongoing Maintenance Programs Subtotal	\$18,350,000	\$40,900,000	\$47,320,000	\$41,650,000	\$34,050,000	\$42,370,000	\$36,020,000

2021-2027 Capital Improvement Program - Preliminary Draft

	2021	2022	2023	2024	2025	2026	2027
MSP Tenant Projects							
<i>10 - Terminal 1</i>							
Concessions Upgrades/Revenue Development		\$100,000	\$100,000	\$200,000	\$200,000	\$200,000	\$200,000
Elevator and concourse improvements related to relocated United Club			\$200,000				
Terminal 1 Pre-Conditioned Air (PCA)		\$2,000,000		\$2,000,000			
<i>46 - Hangars and Other Buildings</i>							
Ground Service Equipment (GSE) Maintenance Facility			\$200,000				
MSP Tenant Projects Subtotal	\$0	\$2,100,000	\$500,000	\$2,200,000	\$200,000	\$200,000	\$200,000

2021-2027 Capital Improvement Program - Preliminary Draft	2021	2022	2023	2024	2025	2026	2027
Reliever Airports Long Term Comprehensive Plan (LTCP) Projects							
81 - St. Paul							
STP Airport Layout Plan			\$400,000				
82 - Lake Elmo							
21D Long Term Comp Plan					\$100,000		
21D Runway 14-32 Replacement	\$5,000,000	\$3,500,000					
83 - Airlake							
LVN Long Term Comp Plan					\$100,000		
LVN Runway 12-30 Improvements			\$3,500,000				
84 - Flying Cloud							
FCM Airport Layout Plan		\$300,000					
FCM Purchase and Demolition of Hangars			\$1,300,000				
FCM South Building Area Utilities						\$600,000	
85 - Crystal							
MIC Long Term Comp Plan					\$100,000		
86 - Anoka County - Blaine							
ANE Airport Layout Plan		\$400,000					
ANE Building Area Development - Xylite St. Relocation					\$1,000,000		
Reliever Airports LTCP Projects Subtotal	\$5,000,000	\$4,200,000	\$5,200,000	\$0	\$1,300,000	\$600,000	\$0

2021-2027 Capital Improvement Program - Preliminary Draft	2021	2022	2023	2024	2025	2026	2027
Reliever Airports Maintenance/Facility Upgrade Projects							
<i>80 - Reliever Airports</i>							
Reliever Building Misc Mods	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000
Reliever Obstruction Removal			\$300,000		\$300,000		\$300,000
Reliever Pavement Rehabilitation Misc Mods	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000
<i>81 - St. Paul</i>							
STP Airport Perimeter Roads					\$500,000		
STP Cold Equipment Storage Building						\$750,000	
STP Customs and Border Patrol General Aviation Facility							\$2,000,000
STP Intelligent Monitoring and Control System (IMACS) Expansion				\$2,250,000			
STP LED Edge Lighting Upgrades	\$500,000		\$500,000	\$1,500,000			
STP MAC Building Improvements	\$400,000		\$200,000		\$200,000		\$200,000
STP Pavement Rehabilitation-Taxilanes/Tower Road						\$500,000	
STP Runway 13-31 Pavement Reconstruction			\$5,000,000				
STP Runway 14-32 EMAS Replacement							\$10,000,000
STP Runway 14-32 Reconstruction					\$5,000,000	\$5,000,000	
STP Storm Sewer Improvements				\$1,500,000			
STP Taxiway B Rehabilitation					\$800,000		
STP Taxiway Lima Rehabilitation							\$200,000
<i>82 - Lake Elmo</i>							
21D Intelligent Monitoring and Control System (IMACS)					\$1,150,000		
21D Material Storage Building				\$500,000			
21D North Building Area Pavement Rehabilitation				\$900,000			
21D North Service Roads Rehabilitation					\$500,000		
21D Northside Taxiway Reconstruction					\$600,000		
21D Runway 04-22 Pavement Rehabilitation				\$4,000,000			
<i>83 - Airlake</i>							
LVN Existing Runway 12-30 Reconstruction			\$3,500,000				
LVN Intelligent Monitoring and Control System (IMACS)						\$1,150,000	
LVN Joint and Crack Repairs	\$150,000						
LVN LED Edge Lighting			\$200,000				
LVN North Service Road Pavement Rehabilitation							\$400,000
LVN North Taxilanes Pavement Rehabilitation							\$1,000,000
LVN South Building Area Sewer and Water Expansion		\$200,000					
<i>84 - Flying Cloud</i>							
FCM Airfield Electrical Improvements - TXY D & E Lights	\$300,000						
FCM Airport Access Roads and Tango Lane						\$500,000	
FCM Electrical Vault Modifications						\$500,000	
FCM Gate Replacements					\$500,000		
FCM Intelligent Monitoring and Control System (IMACS)				\$2,250,000			
FCM MAC Building Improvements	\$520,000					\$600,000	
FCM Runway 10R-28L Pavement Rehabilitation				\$2,300,000			
FCM Underground Fuel Storage Tank Replacement				\$400,000			
<i>85 - Crystal</i>							
MIC Existing Hangar Revitalization						\$800,000	
MIC Intelligent Monitoring and Control System (IMACS)						\$1,150,000	
MIC LED Edge Lighting Upgrade	\$400,000		\$400,000				
MIC Obstruction Removal					\$300,000		
MIC Runway 6L-24R Pavement Rehabilitation							\$2,000,000
MIC Service Roads			\$1,200,000				
MIC Taxilanes Pavement Rehabilitation		\$550,000	\$750,000		\$600,000		\$600,000
MIC Underground Fuel Storage Tank Replacement				\$400,000			
<i>Reliever Airports Maintenance/Facility Upgrade Projects continues on the next page.</i>							

2021-2027 Capital Improvement Program - Preliminary Draft	2021	2022	2023	2024	2025	2026	2027
Reliever Airports Maintenance/Facility Upgrade Projects (cont.)							
<i>86 - Anoka County - Blaine</i>							
ANE Electrical Vault Improvements					\$750,000		
ANE Intelligent Monitoring and Control System (IMACS)					\$1,150,000		
ANE Pavement Rehabilitation - Taxiway A and Edge Lights			\$1,800,000				
ANE Runway 18-36 Pavement Rehabilitation							\$2,500,000
ANE Taxilanes Pavement Reconstruction	\$750,000						
ANE Underground Fuel Storage Tank Replacement				\$400,000			
ANE West Perimeter Road				\$1,500,000			
Reliever Airports Maintenance/Facility Upgrade Projects Subtotal	\$3,720,000	\$1,450,000	\$14,550,000	\$18,600,000	\$13,050,000	\$11,650,000	\$19,900,000
MSP Subtotal	\$227,600,000	\$189,465,000	\$154,570,000	\$372,740,000	\$142,700,000	\$430,290,000	\$419,090,000
Relievers Subtotal	\$8,720,000	\$5,650,000	\$19,750,000	\$18,600,000	\$14,350,000	\$12,250,000	\$19,900,000
Total	\$236,320,000	\$195,115,000	\$174,320,000	\$391,340,000	\$157,050,000	\$442,540,000	\$438,990,000

**PRELIMINARY DRAFT 2021-2027 CIP
2021 Capital Improvement Program Narratives
Metropolitan Airports Commission**

MSP End of Life/Replacement Projects

10 – Terminal 1

Passenger Boarding Bridge Replacements \$4,100,000

This project provides for the replacement of jet bridges at Terminal 1. Bridges to be replaced will be determined based on a condition assessment and input from the airlines. Aircraft parking positions will be optimized at the impacted gates and fuel pits adjusted as necessary. Podiums and door openings may also be adjusted to optimize gate hold area. It is assumed fixed walkways may need to be replaced or added to meet ADA slope requirements and all gate hold areas will be upgraded with security doors, card readers, and cameras.

21 – Field and Runway

Taxiway A Pavement Reconstruction \$16,000,000

The project provides for reconstruction of Taxiway A from Taxiway A3 to just west of the 12R-30L Tunnel. In addition, it includes a 75-foot-wide strip of the pavement within the Taxiway A safety area. Work will include removals, excavation, granular material, crushed aggregate base, concrete pavement, bituminous shoulders, pavement marking and taxiway centerline and edge lights.

Taxiway B and Concourse G Apron Pavement Reconstruction \$16,000,000

This project will reconstruct a portion of Taxiway B and the associated apron area near Gates G15 through G19. Work will include removals, excavation, granular material, crushed aggregate base, concrete pavement, bituminous shoulders, storm and glycol sewers, fuel pit, pavement marking, and taxiway centerline lights.

MSP IT Projects

10 – Terminal 1

Intelligent Monitoring and Control Systems (IMACS) \$1,500,000

This is a continuation of a multi-year program to upgrade all MAC building automation systems to an open architecture protocol so that MAC can bid maintenance and construction contracts more competitively. This project will replace sole-source controllers such as Siemens and Legacy Honeywell with controllers from Honeywell, Circon, Distech, and TAC systems that are LonMark certified products.

MAC Technology Upgrades \$8,500,000

Each year, there are a number of IT projects that are beyond the resources of MAC's staff and operating budget to accomplish. These projects are prioritized and completed either as a series of contracts or as purchase orders. Work may include Fiber Optic Cable Upgrades, MACNet maintenance and upgrades, EVIDs/MUFIDs digital signs, Wireless System enhancements, and MAC Public Address System maintenance and upgrades. The list of potential projects will be compiled and prioritized in early 2021.

Telecommunications Room Equipment Continuity (TREC) \$1,500,000

The MAC network (MACNet) carries, along with other information, credit card data collected from the landside parking revenue control system. Merchants like the MAC are required to meet credit card security standards created to protect card holder data. Among these requirements are security standards for the physical locations where MACNet equipment is located. Additionally, the network equipment itself must have added security features to prevent unauthorized network access. This multi-year program addresses these standards by providing security equipment and relevant network hardware for the 150 telecommunications rooms on the MAC campus.

63 – Police

Radio DAS Coverage Deficiency Resolution \$600,000

This project will continue past efforts to improve the public safety radio signal coverage on the MSP campus by expanding the Distributed Antenna System (DAS).

Card Access Modifications \$200,000

This is a multi-year program to refresh the inventory of card access security readers as they get to end of life, add outdoor biometric readers, add mobile card readers, add other readers as needed throughout the campus, and align card access control with other surveillance technology including IVISN.

66 – Fire

MSP Campus Fire Alarm System Transition \$1,800,000

In an effort to improve monitoring reliability and eliminate the existing single point of failure configuration, this multi-year project will include database redundant systems, device controller upgrades and the decentralization of the fire alarm master control equipment.

MSP Long Term Comprehensive Plan Projects

10 – Terminal 1

Baggage Claim/Ticket Lobby Operational Improvements \$83,700,000

This is continuation of a program that will provide the level of service requirements for short- and medium-term growth of the Origin & Destination (O&D) passengers, addressing issues of congestion and functionality in the Terminal 1 Arrivals and Departures areas. This program will complete the expansion of the east terminal façade, including walkways that meet required codes, public seating areas, curtain wall replacement, improved lighting and sight lines, east mezzanine removal/reduction, structural enhancements, improved vestibules and curbside. In the Departures Hall this program will increase the depth of the check-in area and include airline check-in facilities, ticket offices, and TSA space. The South Security Checkpoint will be expanded to eight lanes, and add an employee screening portal. The Center Mezzanine will be expanded with a cantilevered corridor, allowing security observation and facilitating future remodeling. On the Arrivals Level, baggage claim device capacity will be increased.

Baggage Handling System \$36,300,000

This project includes baggage handling system (BHS) work associated with the south half of Terminal 1 related to several phases of operational improvements between the baggage claim and ticket lobby levels. Improvements to the inbound BHS include new baggage claim devices and conveyors. The outbound BHS improvements include self-service bag drop devices, related conveyors, oversize bag screening and tub returns.

MSP Long Term Plan \$250,000

The MSP 2030 Long Term Comprehensive Plan (LTCP), previously completed in April 2010, was scheduled to be updated in 2020. While work that had already started with forecasting and gap analyses were paused earlier this year, efforts to continue work on the LTCP document is anticipated later in 2021, with more work planned in 2022.

MSP Maintenance/Facility Upgrade Projects

10 – Terminal 1

Art Display Areas \$150,000

This program is a continuation of the existing program, in partnership with the MSP Foundation, to provide opportunities and space build out for the display of permanent and temporary/rotating art exhibits.

Arts Master Plan \$300,000

This program supports procurement of commissioned art and rotating exhibits as part of the Percent for Arts program.

13 – Energy Management Center (EMC)

Concourse B Heating System Upgrades

\$950,000

This project will upgrade Concourse B's fin tube radiation and variable air volume boxes as they are inefficient, expensive to operate and at the end of their expected life.

Energy Savings Program

\$700,000

The scope of this year's project involves work at both Terminal 1 and Terminal 2 and in general includes the replacement of valves, boilers, lighting controls, and motors with high efficiency models.

Indoor Air Quality Monitoring

\$700,000

This project will install needed carbon dioxide sensors in common return air ducts, and tie all new and existing sensors into the IMACS for remote monitoring and for automatic safety ventilation. It will also provide the EMC with advanced modular indoor air quality (IAQ) sensors to install temporarily at any location that has IMACS to detect ultra-fine particles, volatile organic compounds, CO₂, CO, NO₂ and other gasses in the area if an IAQ complaint is filed, enabling the EMC to accurately assess the problem and solution.

LED Lighting Conversion in Valet

\$500,000

This project replaces light fixtures in the valet parking area with LED fixtures for improved energy efficiency in support of the MAC's Carbon Management Plan.

Victaulic Piping Replacement

\$1,000,000

This 5-year program will replace the Victaulic piping and valves in Terminal 2, and in these areas of Terminal 1: Concourse E, Concourse F, Concourse C and Concourse C Tunnel. While Victaulic pipe fittings allow for the pipe to be quickly and easily disassembled when needed, it was discovered that the joints cause leaking because the seals shrink when they cool due to shut downs and service disruptions, which occur frequently at MSP, and then don't hold tight when the system is restored to normal operation. 2021 is the second year of work under this program.

21 – Field and Runway

Taxiways B and Q Islands

\$700,000

This project will construct taxiway islands created by Taxiways A and B, C and D, and P and Q.

46 – Hangars and Other Buildings

Safety and Security Center

\$30,000,000

The project will construct a replacement fire station (ARFF #2) and relocate airfield navigational aids impacted by the whole building's planned construction. A future phase will construct a building to house a new Airport Operations Center which includes Airside Operations and the Emergency Communications Center, a dedicated primary Emergency Operations Center, and consolidated Airport Police Department facilities. This combined facility is intended to bring together the airport entities that are stakeholders in the daily operations to improve collaboration and coordination.

63 – Police

Badging Office Relocation

\$4,100,000

This project will co-locate all Airport Police Badging Office functions to the spaces currently occupied by the Rental Car Agencies in the Red/Blue parking ramp core following RAC relocation to the Customer Service Building in the Silver Ramp.

Public Safety Modifications

\$1,500,000

This program enhances the safety of the MSP campus through door hardware, signage, security controls, and other equipment to provide for egress requirements, code compliance, security conformity, and emergency responder access.

MSP Noise Mitigation Projects

Noise Mitigation Consent Decree Amendment

\$1,500,000

The Consent Decree First Amendment Program is a residential noise mitigation program that began in March 2014 under the terms of an amended legal agreement (Consent Decree) between the Metropolitan Airports Commission (MAC) and the cities of Richfield, Minneapolis, and Eagan, and approved by the Hennepin County District Court (effective until December 31, 2024). Under this program, eligibility of single-family and multi-family homes will be determined annually, based upon actual noise contours that are developed for the preceding calendar year, beginning in March 2014. This project will provide noise mitigation for those single family and multifamily homes meeting the eligibility requirements of the program.

MSP Ongoing Maintenance Projects

10 – Terminal 1

Baggage System Upgrades

\$500,000

This multi-year program will provide necessary upgrades to the inbound and outbound baggage system not covered by general system maintenance.

Concourse G Rehabilitation

\$4,000,000

This multi-year program will provide operational improvements to the existing concourse over time, including replacing elevators, modifying and replacing structural, electrical and mechanical systems.

Electrical Substation Replacement

\$1,400,000

This is a multi-year program to replace electrical substations which are at or very near end of life. This program will also improve redundancy.

Emergency Power Upgrades

\$2,000,000

A study and survey of Terminal 1 transfer switches and emergency lighting was completed in 2008. This year's project is part of a multi-year program that will continue the design and implementation of emergency power and lighting corrective work identified in this study.

Plumbing Infrastructure Upgrades

\$600,000

In 2010, MAC staff prepared a preliminary study of the reliability and maintainability of the existing plumbing infrastructure. Portions of the existing plumbing infrastructure serving Terminal 1 are over 40 years old, have systems that are undersized for today's demands, contain isolation valves that are either inaccessible or no longer functional, and utilize aging water meter systems. There are also deteriorated sections of the existing sanitary and storm water systems. This ongoing program was implemented in 2012 to upgrade the plumbing infrastructure system to meet current code requirements and MAC standards. The focus of the 2021 project is to continue the replacement of aging plumbing systems.

Terminal Miscellaneous Modifications

\$2,400,000

Each year, there is a list of maintenance projects that are beyond the resources of MAC's maintenance and trades staff to accomplish. These projects are prioritized and completed either as a series of contracts or as purchase orders. Typical work includes door replacements, emergency upgrades to mechanical, electrical, plumbing or HVAC systems, loading dock work, etc. The list of potential projects will be compiled and prioritized in early 2021.

21 – Field and Runway

Miscellaneous Airfield Construction

\$3,000,000

This program supports Part 139 Airport Certification through grading and drainage improvements within runway safety areas, airfield pavement marking modifications, and other miscellaneous airside projects that are too small to accomplish independently or arise unexpectedly.

Pavement Joint Sealing/Repair

\$1,200,000

This is an ongoing program to provide for the resealing of joints, sealing of cracks, and limited surface repairs on existing concrete pavements. The areas scheduled for sealing will be as defined in the overall joint sealing program or as identified by staff inspection in the early spring of each year.

26 – Terminal Roads/Landside

Tunnel/Bridge Rehabilitation

\$100,000

The MSP Campus has MAC-owned bridges and tunnels. Bridge and tunnel inspections are conducted each year to identify maintenance and repairs which are then implemented in a timely fashion.

31 – Parking

Parking Structure Rehabilitation

\$3,000,000

This is an annual program to maintain the integrity of the airport's multi-level parking structures. Projects typically include concrete repair, joint sealant replacement, expansion joint repairs, concrete sealing and lighting improvements.

39 – Public Areas/Roads

Roadway Fixture Refurbishment

\$150,000

Many of the light poles, clearance restriction boards, sign units, fence sections, and canopies on the airport roadways are in need of repainting and maintenance. This project provides for refurbishment of these fixtures.

Reliever Airports Long Term Comprehensive Plan Projects

82 – Lake Elmo

21D Runway 14-32 Replacement

\$5,000,000

The updated long term comprehensive plan for this airport proposes relocating and extending the primary runway northeast of its current alignment. This year's scope includes the third phase of construction for this project which focuses on construction of the new runway.

Reliever Airports Maintenance/Facility Upgrade Projects

80 – Reliever Airports

Reliever Building Miscellaneous Modifications

\$400,000

This program will address ongoing needs for repairs and modifications of MAC-owned buildings at the five of the reliever airports, excluding St. Paul. These items may include: crew rest areas, heating, air conditioning, structural repairs, and aesthetic updates. The list of potential projects will be compiled and prioritized in early 2020.

Reliever Pavement Rehabilitation Miscellaneous Modifications

\$300,000

This program will address ongoing needs for crack sealing, joint repairs, pavement rejuvenation, and pavement repairs at the six reliever airports. The list of potential projects will be compiled and prioritized in early 2020.

81 – St. Paul

STP LED Edge Lighting Upgrades

\$500,000

This program will replace taxiway edge lighting and signage with LED. The 2021 and 2023 projects will address taxiways East of Runway 14-32.

STP MAC Building Improvements

\$400,000

This is an ongoing program to provide for facility modifications to ensure continued efficient operation of MAC buildings or modifications necessary to meet the requirements of the tenants.

83 – Airlake

LVN Joint and Crack Repairs

\$150,000

This project will execute joint and crack repairs on taxiways and taxiway connectors.

84 – Flying Cloud

FCM Airfield Electrical Improvements – Txy D and E Lights

\$300,000

This project will install LED taxiway edge lighting on the remaining portions that do not have lighting.

FCM MAC Building Improvements **\$520,000**

This year's project will focus on mitigating water infiltration at the electrical vault building. Other improvement work will address the most urgent issues identified during design.

85 – Crystal

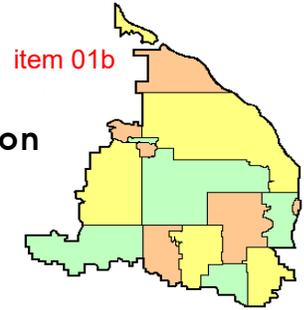
MIC LED Edge Lighting Upgrade **\$400,000**

This project will replace existing, end of life, edge lighting with LED. Airfield signage improvements are also part of this program.

86 – Anoka County - Blaine

ANE Taxilanes Pavement Reconstruction **\$750,000**

This is an ongoing program to reconstruct aircraft operational areas (runways, taxiways, aprons) through bituminous overlays, seal coats, or in some instances, reconstruction, to restore the surfaces to a smooth, even condition and improve overall operating conditions. The pavement condition index report as well as an inspection of the pavement will be completed to determine the area most in need of repair.



3235 Fernbrook Lane N • Plymouth, MN 55447
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A combined regular meeting of the Shingle Creek (SC) and West Mississippi (WM) Watershed Management Commissions will be convened Thursday, September 10, 2020, at 12:45 p.m. Agenda items are available at <http://www.shinglecreek.org/minutes--meeting-packets.html>. *Black typeface denotes SCWM items, blue denotes SC items, green denotes WM items.*

The Commissions will suspend their regular meetings at 12:45 p.m. for the purpose of conducting a public hearing on the following improvement projects: 2020-01 Shingle Creek City Cost Share Retrofit Projects; 2020-02 Connections II Stream Restoration; 2020-03 Plymouth Enhanced Street Sweeper; 2020-04 Meadow Lake Management Plan; 2020-05 Bass Creek Restoration; 2020-06 Shingle Creek Partnership Cost Share BMP Projects; 2020-07 West Mississippi City Cost Share Retrofit Projects; 2020-08 Mississippi Crossings Phase II Infiltration Vault; and 2020-09 River Park Stormwater Improvements.

To join the meeting, click <https://zoom.us/j/834887565> or go to www.zoom.us and click Join A Meeting. **The meeting ID is 834-887-565.** If your computer is not equipped with audio capability, dial into one of these numbers:

	+1 929 205 6099 US (New York)	+1 312 626 6799 US (Chicago)	+1 253 215 8782 US
	+1 669 900 6833 US (San Jose)	+1 346 248 7799 US (Houston)	+1 301 715 8592 US

-
- 1. Call to Order.
 - SCWM a. Roll Call.
 - ✓ SCWM b. Approve Agenda.*
 - ✓ SCWM c. Approve Minutes of Last Meeting.*
 - 2. Reports.
 - ✓ SC a. Treasurer’s Report and Claims** - voice vote.
 - ✓ WM b. Treasurer’s Report and Claims** - voice vote.
- Suspend regular meetings.*
- SCWM 3. Public Hearing for 2020 Capital Improvement Projects.
 - SCWM a. Staff Report.*
 - SCWM b. Commission discussion.
 - SCWM c. Open Public Meeting.
 - SCWM 1) Receive Written Comments.
 - SCWM 2) Receive Comments from Public.
 - SCWM d. Close Public Hearing.
 - SCWM e. Commission Discussion.
 - ✓ SC f. Consider Resolution SC2020-01.*
 - ✓ WM g. Consider Resolution WM2020-01.*

Resume regular meetings.

- SCWM 4. Open forum.

(over)

- 5. Project Reviews.
 - ✓ SC a. SC2020-007 Middle of the Boulevard, Brooklyn Park.*
 - ✓ SC b. SC2020-008 MAC Crystal Airport Boardwalk Phase 2, Crystal.*
 - ✓ WM c. WM2019-010 Mississippi Crossing, Champlin.*
 - ✓ WM d. Woodspring Suites Hotel, Brooklyn Park.*
 - ✓ WM e. North Park Business Center-DataBank, Brooklyn Park.*
- 6. Watershed Management Plan.
- SCWM 7. Water Quality.
- 8. Grant Opportunities.
 - SC a. Bass and Pomerleau Alum Treatment.*
 - ✓ SC 1) First Amendment to Cooperative and Subgrant Agreement.*
 - SC 2) Original Agreement.*
 - SCWM b. BWSR Watershed-Based Implementation Funding.*
 - 1) Matrix.*
- 9. Education and Public Outreach.**
 - SCWM a. Next WMWA meetings – 8:30 a.m., Tuesday, September 8, and October 13, 2020.
Virtual meetings.
- SCWM 10. Staff Report.*
 - SC a. SRP Reduction Project.
 - SC b. Crystal Lake Management Plan.
 - SC c. Bass and Pomerleau Lakes.
 - SC d. Meadow Lake Drawdown.
- 11. Communications.
 - SCWM a. Communications Log.*
- SCWM 12. Other Business.
- SCWM 13. Adjournment.



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MINUTES
Regular Meeting
August 13, 2020

(Action by the SCWMC appears in blue, by the WMWMC in green and shared information in black.
 *indicates items included in the meeting packet.)

I. A joint virtual meeting of the Shingle Creek Watershed Management Commission and the West Mississippi Watershed Management Commission was called to order by Shingle Creek Chairman Andy Polzin at 12:47 p.m. on Thursday, August 13, 2020.

Present for Shingle Creek were: Adam Quinn, Brooklyn Park; Burton Orred, Jr., Crystal; Karen Jaeger, Maple Grove; Ray Schoch, Minneapolis; Bob Grant, New Hope; John Roach, Osseo; Andy Polzin, Plymouth; Wayne Sicora, Robbinsdale; Ed Matthiesen and Diane Spector, Wenck Associates, Inc.; Troy Gilchrist, Kennedy & Graven; and Judie Anderson and Amy Juntunen, JASS.

Not represented: Brooklyn Center.

Present for West Mississippi were: Alex Prasch, Brooklyn Park; Karen Jaeger, Maple Grove; Harold E. Johnson, Osseo; Ed Matthiesen and Diane Spector, Wenck Associates, Inc.; Troy Gilchrist, Kennedy & Graven; and Judie Anderson and Amy Juntunen, JASS.

Not represented: Brooklyn Center, Champlin.

Also present were: Andrew Hogg, Brooklyn Center; Mitch Robinson, Brooklyn Park; Todd Tuominen, Champlin; Mark Ray, Crystal; Derek Ashe, Maple Grove; Liz Stout, Minneapolis; Megan Hedstrom, New Hope; Leah Gifford, Ben Scharenbroich and Amy Riegel, Plymouth; Richard McCoy and Marta Roser, Robbinsdale; and Sean Murphy, Landform Professional Services, for Project Review 2020-007.

II. **Agendas and Minutes.**

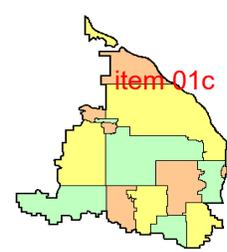
Motion by Orred, second by Schoch to approve the **Shingle Creek agenda**.* *Motion carried unanimously.*

Motion by Johnson, second by Prasch to approve the **West Mississippi agenda**.* *Motion carried unanimously.*

Motion by Jaeger, second by Schoch to approve the **minutes of the July 9, 2020 regular meeting**.* *Motion carried unanimously.*

Motion by Jaeger, second by Johnson to approve the **minutes of the July 9, 2020 regular meeting**.* *Motion carried unanimously.*

[Quinn arrived 12:50 p.m.]



III. Finances and Reports.

A. Motion by Schoch, second by Jaeger to approve the Shingle Creek **August Treasurer's Report* and claims** totaling \$46,664.28. Voting aye: Quinn, Orred, Jaeger, Schoch, Grant, Roach, Polzin, and Sicora; voting nay – none; absent: Brooklyn Center.

B. Motion by Johnson, second by Jaeger to approve the **West Mississippi August Treasurer's Report* and claims** totaling \$13,802.41. Voting aye: Prasch, Jaeger, and Johnson; voting nay – none; absent: Brooklyn Center and Champlin.

IV. Open Forum.

V. Project Reviews.

SC2020-007 Middle of the Boulevard, Brooklyn Park.* Demolition of two existing structures and construction of a parking area and associated landscaping on 11.5 acres. The project site is three parcels adjacent to 7417 Brooklyn Boulevard, bound by Brooklyn Boulevard and Regent Avenue. Following development, the site will be 85 percent impervious with 9.8 acres of impervious surface, an increase of 0.25 acres. This review is for the grading and erosion control plans for the site. Due to soils data received August 12, 2020, showing peat instead of the assumed sand, the stormwater management plan must be redesigned. Staff anticipates review of the updated stormwater plan before the September Commission meeting. A complete project review application was received on July 30, 2020.

The erosion control plan includes rock construction entrances, perimeter silt fence/bio-log, silt fence surrounding detention ponds/infiltration basins, inlet protection on existing outlets, rip rap at inlets, slope checks, and native seed specified on the pond slopes. The erosion control plan meets Commission requirements.

The National Wetlands Inventory does not identify any wetlands on site. The applicant meets Commission wetland requirements. There are no Public Waters on this site.

There is FEMA 100-year floodplain on the southern portion of this site. The FEMA 100-year flood elevation is 859.1 ft. No buildings are proposed. The proposed grading will result in a net storage increase of 722 cubic yards. The applicant meets Commission floodplain requirements.

The site is not located in a Drinking Water Management Area (DWSMA). The applicant meets Commission drinking water protection requirements.

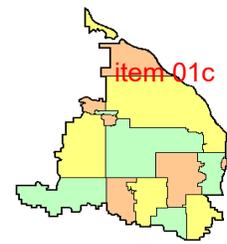
Two public hearings on the project were conducted in May 2020 as part of Planning Commission and City Council review of this project, meeting Commission public notice requirements.

A draft Operations & Maintenance (O&M) agreement between the applicant and the City of Brooklyn Park was provided.

Motion by Schoch, second by Orred to advise the City of Brooklyn Park that project SC2020-007 is approved with no conditions for the site grading and erosion control plans. *Motion carried unanimously.*

VI. Watershed Management Plan.

A. 2020 Capital Improvement Program and Feasibility Studies.* The Commissioners have previously received Feasibility Studies or Reports for the projects proposed on the 2020 Capital Improvement Program (CIP). The next step in the process is to receive and discuss those feasibility studies and call for a public hearing on those projects that the Commissions desire to move forward.



Shingle Creek Projects	Total Estimated	City/Private	Grant	Comm Share	Total Levy
Cost Share (city projects)	\$200,000	\$100,000	0	\$100,000	\$106,050
Connections II Stream Restoration	400,000	0	0	400,000	424,200
Plymouth Street Sweeper	350,000	275,000	0	75,000	79,540
Meadow Lake Management Plan	300,000	0	0	300,000	318,150
Bass Creek Restoration	400,000	0	0	400,000	424,200
Partnership Cost Share (private projects)	100,000	50,000	0	50,000	\$53,025
Subtotal	\$1,750,000	\$425,000	\$0	\$1,325,000	
5% additional for legal/admin costs				66,250	
Subtotal				1,391,250	
TOTAL LEVY (101% for uncollectable)				\$1,405,16	\$1,405,16

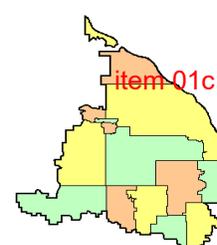
West Mississippi Projects	Total Estimated	City/Private	Grant	Comm Share	Total Levy
Cost Share (city projects)	\$100,000	\$50,000	0	\$50,000	\$53,025
Miss Crossings Phase B Infiltration Vault	400,000	300,000	0	100,000	\$106,050
River Park Stormwater Improvements	485,000	363,750	0	121,250	128,585
Subtotal	\$985,000	\$713,750	\$ 0	\$271,250	
5% additional for legal/admin costs				13,560	
Subtotal				284,810	
TOTAL LEVY (101% for uncollectable)				\$287,660	\$287,660

B. Shingle Creek Projects.

1. Commission Fund for Retrofit Cost Share (City Projects). This annual project provides cost sharing to retrofit smaller BMPs. The Technical Advisory Committee (TAC) developed policies and procedures to administer these funds and makes recommendations to the Commission on which projects should be funded. Brooklyn Park, Brooklyn Center, Minneapolis, Crystal, Robbinsdale, and New Hope have all received matching funds for small voluntary BMP projects. The annual levy is \$100,000, to be matched at least one-to-one by a member city or cities. Applications are open until funds are depleted. Potential cost-share projects for 2021 will be solicited in November-December 2020, but the program is open until all funds have been used.

2. Priority BMP Retrofits (Private Partnership Projects). The annual levy is \$50,000, and funding does not require a match. Potential cost-share projects are open year-round until the funds are depleted.

3. Connections II Stream Restoration. This project in the cities of Brooklyn Park and Brooklyn Center will restore 1,750 linear feet of stream habitat in Shingle Creek and will reduce sediment and phosphorus pollution originating from this stretch of stream by 75-80%. Stream segments upstream



and downstream of this reach have previously been improved. Completing this segment will result in an almost 2.5 mile long corridor of restored urban stream.

4. Plymouth Street Sweeper. The City of Plymouth intends to purchase a regenerative air street sweeper to enhance its street sweeping program and increase the frequency of sweeping in the vicinity of impaired waters. Street sweeping is one of the most cost-effective best management practices for improving water quality and reducing pollutant loading to streams and lakes.

5. Meadow Lake Management Plan. This project in the City of New Hope will control invasive fish and plants and regenerate the native seedbank of the lake by completing a whole lake draw down. The project will also include the installation of some fish barriers, as well as education and outreach. Once the biology is restored, an alum treatment may be completed.

6. Bass Creek Restoration. This project will improve 1,500 linear feet of stream by restoring the natural shape of the channel, adding features like gravel riffles, thinning the tree canopy, and restoring understory stream buffer vegetation. This project will also reconnect the stream to its adjacent floodplain to ensure adequate conveyance of flood flows and install a flow-through filter to remove phosphorus from water leaving the upstream wetland and entering Bass Creek. The project runs from Cherokee Dr N to I-94/694 in the City of Brooklyn Park.

C. West Mississippi Projects.

1. Commission Fund for Retrofit Cost Share (City Projects). Similar to Shingle Creek, this annual project provides cost sharing to retrofit smaller BMPs. No project applications have been received to date.

2. Mississippi Crossings Phase B Infiltration Vault. The City of Champlin will provide regional stormwater treatment for public and private redevelopment for the Mississippi Crossings at TH 169 and the Anoka-Champlin bridge. Runoff from the site will be directed toward a series of infiltration vaults under a common parking lot that serves a mixed residential-commercial development, senior housing complex, public park, amphitheater, public docks, and event center. Private developers on this site will pay a proportionate amount of the costs to construct these vaults. The Commission's share will contribute only to the portion needed to treat the public improvements to the site.

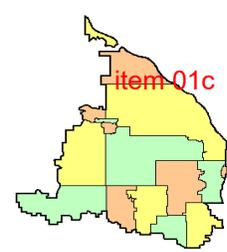
3. River Park Stormwater Improvements. The City of Brooklyn Park will incorporate a tiered, natural feeling stormwater pond into the planned improvements to River Park. The pond will treat 250 acres of runoff that currently discharges untreated directly to the Mississippi River. These improvements will remove an estimated 60% of total suspended sediments and 29% of phosphorus currently reaching the Mississippi River from this drainage area.

D. Staff Recommendation.

Staff recommends receiving their report and calling for a public hearing on the proposed projects to be held on September 10, 2020. At that time, the Commissions will also certify levies to Hennepin County, and authorize the execution of cooperative agreements with the lead cities to contract the ordered projects

Motion by Schoch, second by Grant to approve Staff's recommendation. *Motion carried unanimously.*

Motion by Jaeger, second by Johnson to approve Staff's recommendation. *Motion carried unanimously.*



A copy of the legal notice* calling for the public hearing was included in the meeting packet.

VII. Water Quality.

VIII. Grant Opportunities.

A. Clean Water Fund (CWF) Grant Applications.* BWSR is accepting applications for projects and practices through mid-August. This year there is approximately \$12 million in grant funding available and there are usually \$60 million in applications submitted. All grants require a 25% match. In 2019, grant applications were submitted for the Meadow Lake Drawdown and the Connections II projects but were not funded. Staff recommends re-submitting both projects with minor revisions and developing a grant application for the Bass Creek Stabilization project. At the July meeting the Commission authorized Staff to prepare the three grant applications at a cost of \$5,000-\$6,000.

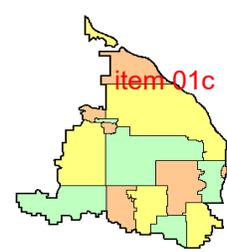
The applications for the Shingle Creek Connections II and the Bass Creek Stabilization projects are very similar. The proposed improvements and expected outcomes are also very similar. Both projects include tree thinning, buffer planting, bank stabilization, and aeration structures such as rock vanes, cover boulders, and root wads. The purpose of the projects is to reduce erosion from the banks; enhance habitat for fish and macroinvertebrates; and maximize reaeration of the stream to raise the concentration of dissolved oxygen, which is currently a stressor to aquatic life.

1. Meadow Lake Management Plan.* Meadow Lake, a small, urban lake in the City of New Hope, is listed as an impaired water for excess nutrients and suffers from nuisance levels of curly-leaf pondweed and fathead minnows. Reducing watershed phosphorus (P) loading to the lake has been a priority since implementation of the lake’s TMDL, and many BMPs have been installed; however, internal P loading to the lake is still significant and preventing improvement in the lake’s condition. In this project, internal P loading to Meadow Lake will be reduced by approximately 110 lbs/year through a lake drawdown and two aluminum sulfate treatments.

This application is for Phase II of this project, which includes water quality, sediment, fish, and submersed aquatic vegetation (SAV) monitoring following a whole-lake draw down (Phase I) in Fall 2020 and two doses of aluminum sulfate treatment to control phosphorus (P) release from lake sediments. Anticipated outcomes of the project aside from reduced lake P loading include increased water clarity, reduced chlorophyll-a concentrations, and a diverse native aquatic vegetation community. Total cost for Phase II is \$191,910. The grant request is for \$153,510, with a Commission match of \$38,400.

2. Shingle Creek Connections II.* The purpose of this project is to improve water quality and biotic integrity in Shingle Creek in the cities of Brooklyn Park and Brooklyn Center. Shingle Creek is an Impaired Water for low dissolved oxygen, excess E. coli, and an impaired macroinvertebrate community. Approximately 1,750 linear feet between Regent/Noble Avenues N and Brooklyn Boulevard will be improved by thinning trees, establishing native vegetation in the buffer and on the banks, repairing erosion, enhancing habitat, and introducing low-flow sinuosity and reaeration opportunities with rock vanes and root wads. Reaches upstream and downstream have been restored; this is a “missing link” segment that will result a continuous 2.5-mile corridor of urban stream restoration. The outcome will be enhanced habitat for aquatic and upland wildlife, improved water quality, and improved stream aeration. The total cost of this project is \$410,000, with a grant request of \$328,000 and a Commission match of \$72,000.

3. Bass Creek Restoration Project.* The purpose of the Bass Creek Restoration Project is to improve water quality and biotic integrity in Bass Creek in the City of Brooklyn Park. Bass Creek



is an Impaired Water for excess chloride and an impaired fish community. Approximately 1,400 linear feet between Cherokee Drive N and I-94/694 will be improved by thinning trees, establishing native vegetation in the buffer and on the banks, enhancing habitat, and introducing low-flow sinuosity and reaeration opportunities with rock vanes and root wads. This reach of the stream flows through Bass Creek Park with an adjacent bicycle/pedestrian trail. The project will improve aesthetics and provide an opportunity for park user education about native habitat and stream ecology. The outcome will be enhanced habitat for aquatic and upland wildlife, improved water quality, and improved stream aeration. The total cost of this project is \$420,300, with a grant request of \$336,240 and a Commission match of \$84,060.

Motion by Schoch, second by Jaeger to approve submittal of these three applications for Clean Water Grant funding. *Motion carried unanimously.*

B. BWSR Watershed Based Implementation Funding (WBIF).* Included in the meeting packet is a spreadsheet* showing the projects submitted to date on behalf of the Shingle Creek Commission. The Commission had previously authorized submitting the Meadow Lake Management Plan and the Connections II projects. Both projects are also being submitted to the BWSR Clean Water Fund grant program. Staff used the strategy of submitting as the grant request the Commission match portion of the project cost. Should both the CWF and WBIF grants be approved, the Commission would be able to fully fund those projects from grants.

Not all the partners have yet submitted their requests on the shared Google doc. The next Convene meeting is August 24, 2020 and, in order to provide adequate time for review prior to project scoring, applicants have been requested to add their projects to the matrix by Friday, August 14. No projects from West Mississippi have yet been advanced.

IX. Education and Public Outreach.

The **West Metro Water Alliance (WMWA)** met on Tuesday, August 11, 2020. The Coordinator has been working through the survey responses and seeking fresh new ways to provide virtual education. The Educators are also refreshing the website with new content and creating a clearing house for on-line home schoolers, converting classroom presentations to on-line presentations and posting to the website. The group has also received commitments from five sources to pay for the root displays. The next (virtual) WMWA meeting is scheduled for September 8.

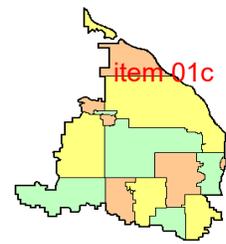
X. Staff Report.*

A. Project Review Fees. Staff is still researching alternative fee structures, including potentially simply charging the applicant the actual cost of the project review. The TAC has received the Elm Creek WMO recommended policy and will consider options at its August 27 meeting and bring a recommendation to the Commissions.

B. County Levies. The Hennepin County Board approved the Commissions' requests to set maximum levies as requested with no changes.

C. Project Updates

1. SRP Reduction Project. Monitoring is underway. As noted previously, monitoring results continue to be less pronounced than last year, but the incoming SRP concentrations are lower than last year as well.



2. Crystal Lake Management Plan. Sediment core results have been received and are being reviewed. Staff have received the DNR special permit for fisheries research to perform the carp aging study, which has not yet been scheduled but will be completed in the next several weeks.

3. Bass and Pomerleau Lakes. The second round of alum treatment is currently being bid and is expected to occur later this fall. Sediment core results have been analyzed to determine the effectiveness of the first dose and no adjustments are necessary. The filamentous algae bloom on Bass Lake this spring has mostly cleared up. Phosphorus concentrations in Bass and Pomerleau continue to be well below the state standard at both the surface and bottom samples.

4. Meadow Lake Drawdown. Staff have completed the design and are finalizing the water appropriation permit for the drawdown. They are still working with the DNR specifically in regard to a turtle conservation plan. On August 10, 2020, the New Hope City Council held the required public hearing on the drawdown. About eight residents attended the virtual meeting; most spoke in support of the drawdown. One resident submitted written comments opposing the drawdown. The Meadow Lake Watershed Association canvassed the neighborhood and received signatures of consent from 93% of the riparian property owners; state law requires a minimum of 75%.

XI. Communications.

July **Communications Log.*** No items required action.

XII. Other Business.

Motion by Schoch, second by Grant to approve an **amendment to the Bass Pomerleau Alum Treatment Agreement** adjusting the cost of the combined treatments and using funds from the Closed Project Account to fund the disparity. *Motion carried unanimously.*

XIII. Adjournment. There being no further business before the Commissions, the joint meeting was adjourned at 1:58 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Judie A. Anderson'.

Judie A. Anderson
Recording Secretary

JAA:tim

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