

THE BROOKLYN PARK ECONOMIC DEVELOPMENT AUTHORITY  
OF THE CITY OF BROOKLYN PARK  
June 15, 2020 MEETING MINUTES

I. ORGANIZATIONAL BUSINESS:

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

ROLL CALL PRESENT: President Jeff Lunde,  
VIA PHONE: Vice President Susan Pha, Treasurer Lisa Jacobson, EDA Secretary  
Tonja West-Hafner and Commissioners Mark Mata, Terry Parks and Wynfred  
Russell, Staff: Executive Director Kim Berggren, Economic Development &  
Housing Director Breanne Rothstein, Project Facilitator Sarah Abe, Development  
Project Coordinator Erika Byrd, EDA Attorney Jim Thomson and Program  
Assistant Theresa Freund.  
ABSENT/EXCUSED: None.

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

2. PUBLIC COMMENT AND RESPONSE:

2. A Response to Prior Public Comment: None.

2. B Public Comment: None.

3. APPROVAL OF AGENDA

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

II. STATUTORY BUSINESS:

4. CONSENT:

4.1 Consider Approving EDA Meeting Minutes.

MOTION LUNDE, SECOND JACOBSON TO APPROVE THE APRIL 20,  
2020 EDA MEETING MINUTES. MOTION PASSED UNANIMOUSLY ON  
A ROLL CALL VOTE AS FOLLOWS: YES: WEST-HAFNER, RUSSELL,  
JACOBSON, PARKS, MATA, PHA AND LUNDE. NO: NONE. ABSENT  
NONE.

5. PUBLIC HEARINGS:

5.1 None.

6. GENERAL ACTION ITEMS:

6.1 Consider Approving the Term Sheet Between the Brooklyn Park Economic Development Authority and George North Group for the Development of the Village Creek Apartment Project.

MOTION LUNDE, SECOND JACOBSON TO WAIVE THE READING AND ADOPT RESOLUTION #2020-9 APPROVING THE TERM SHEET BETWEEN THE BROOKLYN PARK ECONOMIC DEVELOPMENT AUTHORITY AND GEORGE NORTH GROUP FOR THE DEVELOPMENT OF THE VILLAGE CREEK APARTMENT PROJECT. MOTION PASSED UNANIMOUSLY ON A ROLL CALL VOTE AS FOLLOWS: YES: RUSSELL, JACOBSON, PARKS, MATA, PHA, WEST-HAFNER AND LUNDE. NO: NONE. ABSENT: NONE.

6.2 Consider Supporting Use of a Deferred Loan and Tax Increment Financing for Bethesda Lutheran Communities to Develop Housing for Seniors and Individuals with Intellectual or Development Disabilities on Decatur Drive.

MOTION LUNDE, SECOND JACOBSON TO WAIVE THE READING AND ADOPT RESOLUTION #2020-10 SUPPORTING USE OF A DEFERRED LOAN AND TAX INCREMENT FINANCING FOR BETHESDA LUTHERAN COMMUNITIES TO DEVELOP HOUSING FOR SENIORS AND INDIVIDUALS WITH INTELLECTUAL OR DEVELOPMENTAL DISABILITIES ON DECATUR DRIVE. MOTION PASSED UNANIMOUSLY ON A ROLL CALL VOTE AS FOLLOWS: YES: JACOBSON, PARKS, MATA, PHA, WEST-HAFNER, RUSSELL AND LUNDE. NO: NONE. ABSENT: NONE.

III. DISCUSSION:

7. DISCUSSION ITEMS

7.1 Status Update – Kim Berggren highlighted the following:

- Staff is starting a second business impact survey related to the impact of COVID19 on our businesses. We had a great showing on the first survey and we are pushing to get the word out about the second survey. This will help inform businesses of the additional programs going forward.
- We are continuing to manage the website with resources for businesses and are directing them to the link on the COVID19 page of the city's website. This is a good way for businesses to find other resources in the community they can access.
- The Twin West Chamber of Commerce has announced that it will be emerging with the Minneapolis Regional Chamber of Commerce. We have had conversations about how we want to promote the use of chambers in Brooklyn Park to have better support of our local businesses. Staff is engaging in conversations with Twin West about this topic and what the merger would like and

how it could impact and improve the situation in Brooklyn Park. If commissioners have any specific thoughts, I would be happy to connect with you related to your interest or thoughts on how the chambers could better serve our businesses.

- In the workforce development category, I would like to celebrate that despite everything that is happening and the need to do virtual work, we have been able to continue to operate the BrookLynk Program thanks to Catrice and the other staff of that program. They were able to match 30 young people into their internships and the other 90 that they had set out to serve are going to be doing a six-week paid online training series using a stipend method. That is how we have pivoted that program to address the current context. Melody Herr is a summer fellow who is joining us and will be helping with the program.
- I would like to welcome Nyoka Sewell our new EDA intern who is coming to us after graduating from North Hennepin Community College and our BrookLynk intern Sonia Limkar who has started today. We will mostly be communicating with them through the virtual platforms we have in place and you may get the chance to see them during the summer.

Commissioner Tonja West-Hafner stated I am excited that we are still bringing on interns. Thank you to staff for that.

President Jeff Lunde asked if the survey will count the businesses that are no longer in business. I think this is a very important data point. I can think of two that I know of that are not reopening and have closed. I would also be curious what their confidence level of making it twelve months out because I think that there is a lot of angst out there as we continue to lag other states in opening things up that people are giving up. Kim Berggren responded those types of questions are in the survey so we should receive some data on those if we can get businesses to complete the survey. We know that a lot of people and businesses are having survey fatigue. Any help that you can do to promote the survey would be great. Regarding your question about businesses that have closed, the survey is completely open to whoever goes in and enters data. Certainly, a business that has closed is welcome and we would encourage them to go in and provide that information to us using that survey tool. They are also welcomed to reach out to us as well if they want to connect and see if there are any resources that might be available to help them.

President Jeff Lunde asked that if staff and council hears things, can we collect data on how many businesses have closed. As a person whose father lost his business during the farm crisis, people who lose their business typically are not really interested in responding to a survey. An example is Roasted Pear that has closed. We do not want to miss businesses that have closed. Kim Berggren stated that staff has started a log of the ones we have become aware of. Thank you for the suggestion. If others know of businesses that have closed, please keep staff posted.

President Jeff Lunde stated I do not know how the two chambers merging can positively impact Brooklyn Park at all. There were only four members of the Brooklyn Park business community that were in Twin West. I do not see how merging it with Minneapolis would positively impact Brooklyn Park at all. I would love to be proved wrong. It seems more like a policy driven

chamber. I have talked before about forming our own business chamber because I do not see how it will get better by adding a bigger group. They are not reaching out to the young small business owners that we have or help them. Kim Berggren responded that is a good point. We have been hearing that from you and others. The conversation we will explore with Twin West would include asking if they could help support city specific chapter or council to create more of a local presence of a chamber here. Staff will keep down that path either with Twin West or other partners that could possibly support local businesses.

President Jeff Lunde stated it is important for us to take a stand here. I know that Brooklyn Center has a business group that gets together and we have the Business Forward group.

Commissioner Mark Mata asked what information are trying to get from surveying businesses. Kim Berggren responded the survey is an impact survey to get a sense for what business needs are. Staff continues to work with other agencies and consider opportunities for us to provide relief funds to businesses. One example of that is that we are currently talking to Hennepin County around helping the county administer the loans that are coming through using CARES Act dollars from the federal government and those will be going to Brooklyn Park businesses. The last survey helped us understand a little bit better what the local need is. In this survey we did ask some different questions more about recovery and what the different plans were and how long people thought they could sustain their situation. The point is to really understand the impact and hopefully inform our response to the EDA and to our partners.

Commission Susan Pha said how glad and grateful I am for the staff being there and making sure we can still do BrookLynk for our young people. With COVID19 I have to say our young people are the most impacted. They are the ones who can go anywhere, they do not have any of their social support that they get from school and friends. Having BrookLynk continue so that our youth in the community have something positive to do and to learn is very important. Thank you for finding a way to still have the program despite COVID19.

7.2 Housing Update – Erika Byrd highlighted the following:

- Under evictions, what I wrote in the memo was written before a few things changed. The governor's executive order that affected suspending eviction filings was set to expire June 12<sup>th</sup>. The governor's executive order has now been extended through July 13<sup>th</sup>. While rent is still due there is currently a suspension of filing. That said the legislature could act to terminate the current peacetime emergency before July 13<sup>th</sup> and would take a majority vote in each body of the state legislature. The lawmakers are currently reconvened at the state capitol for a special session this week. Staff is watching to see what will happen there.
- We are also working to connect our renters and property managers with some of the COVID19 Emergency Rent Assistance Programs at the county.
- Over the weekend news came out about what rent collection looks like during June. While rent collection was slightly down compared to the last two months it is not widely different from last year. We are seeing that in Class C apartments, which are the more

affordable apartments. Minnesota Housing is reporting that roughly 88% to 90% of renters are making their rent payments on time from their latest survey.

President Jeff Lunde stated he does appreciate hearing what the market is seeing, and the report is very useful.

Commissioner Susan Pha stated thank you for the information. I would like us to keep in contact with our apartment managers here to see if they have seen any increases in tenants being unable to pay. Also are they doing anything to help their renters who are not able to make payments.

Commissioner Tonja West-Hafner asked if the CURA Brooklyn Park Housing Research Project is on hold right now correct? Erika Byrd replied yes. We have found that the response rate among apartment managers we were trying to engage this summer is rather low. Furthermore, there was an incident with a research assistant for the project who sustained a serious injury and is no longer able to assist in the project. We may have to do a rehire so for the next two months we probably will not get that research review, or the interviews done.

Commissioner Tonja West-Hafner stated that was okay. She wanted other commissioners to know that.

Commissioner Tonja West-Hafner stated you gave an overview of the city in general; do we know what the rent collection rate is at Huntington Place? How are they doing? Erika Byrd responded midmonth we checked in with them and they said they were at 20% late but they had also been that late the month before. They were optimistic that it was not going to stay at 20% late.

Commissioner Tonja West-Hafner asked when is Huntington Place going to get started with their rehab this summer, do we have a better idea of when this summer? Erika Byrd stated she is currently putting together a memo on that. There has been a delay in interior and common area improvements due to social distancing, but the plan is to get that going. I will get more details and report back to commissioners by next month.

Commissioner Tonja West-Hafner asked if the city is helping the county advertise the emergency rental assistance through the CARES Act and CDBG funds? Erika Byrd responded staff has sent out emails to all the apartment managers and have put it on our website. We have also been working with people as they contact the city or follow-up calls to connect them to that resource. I believe there were posts on social media originally. We can certainly look at that.

Commissioner Tonja West-Hafner stated I think we should do that. The access to some of the money ends this year. The county needs to spend that money quickly. I would not want us to miss out on opportunities to help.

Commissioner Tonja West-Hafner asked if the Autumn Ridge rehab project was pretty much done? Erika Byrd stated she does not know the exact date of the rehab completing. The door project requires them to rebid the wiring portion, which slowed the rehab down.

Commissioner Tonja West-Hafner stated I sent something to the city manager about the Met Council and relooking at how they calculate our score again. A couple of things were around different policies we would need or have. Is staff planning on responding with any comments to that process. Maybe looking at our Fair Housing Policy? Kim Berggren responded we are aware of what is happening there. We have not been following it closely because the city has been scoring so high in previous years. Staff will make sure we look at it.

IV. WORK SESSION

8. WORK SESSION ITEMS:

8.1 None.

V. ADJOURNMENT:

Meeting adjourned at 8:46 p.m.