

THE BROOKLYN PARK ECONOMIC DEVELOPMENT AUTHORITY  
OF THE CITY OF BROOKLYN PARK  
NOVEMBER 23, 2020 MEETING MINUTES

I. ORGANIZATIONAL BUSINESS:

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

ROLL CALL VIA PHONE PRESENT: Vice President Susan Pha, EDA Secretary Tonja West-Hafner, Treasurer Lisa Jacobson and Commissioners Mark Mata, Terry Parks and Wynfred Russell (7:18 PM), Staff: Executive Director Kim Berggren, Economic Development & Housing Director Breanne Rothstein, Development Project Coordinator Erika Byrd, Business Development Coordinator Daniela Lorenz, EDA Attorney Jim Thomson and Program Assistant Theresa Freund.

ABSENT/EXCUSED: 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. Statement read by Vice President Susan Pha: Members of the public can monitor the EDA meeting by listening to it on CCX Media Channel 16 or by livestreaming it at Northwest Suburbs Cable Communications Commission website. Members of the public who desire to give input or testimony during the meeting may do so by texting EDA Vice President Pha at 763-600-1043 or by emailing her at susan.pha@brooklynpark.org.

2. PUBLIC COMMENT AND RESPONSE:

2. A Response to Prior Public Comment: None.

2. B Public Comment: None

3. APPROVAL OF AGENDA

MOTION MATA, SECOND JACOBSON APPROVING THE AGENDA AS AMENDED WITH ITEMS 6.3 AND 6.4 GOING BEFORE 6.1 AND 6.2. MOTION PASSED UNANIMOUSLY.

II. STATUTORY BUSINESS:

4. CONSENT:

4.1 Consider Approving EDA Meeting Minutes.

MOTION MATA, SECOND PARKS TO APPROVE THE JULY 20, 2020 EDA MEETING MINUTES. MOTION PASSED UNANIMOUSLY.

4.2 Consider Approving the Decertification of Tax Increment Financing District (TIF) No. 25.

MOTION MATA, SECOND PARKS TO WAIVE THE READING AND ADOPT RESOLUTION #2020-15 APPROVING THE DECERTIFICATION OF TAX INCREMENT FINANCING DISTRICT NO. 25. MOTION PASSED UNANIMOUSLY.

- 4.3 Consider Accepting Changes to the Clubhouse Food & Beverage Service Agreement with D'Amico Catering.

MOTION MATA, SECOND PARKS TO WAIVE THE READING AND ADOPT RESOLUTION #2020-16 ACCEPTING CHANGES TO THE CLUBHOUSE FOOD & BEVERAGE SERVICE AGREEMENT WITH D'AMICO CATERING. MOTION PASSED UNANIMOUSLY.

5. PUBLIC HEARINGS:

- 5.1 None.

6. GENERAL ACTION ITEMS:

- 6.3 Consider Authorizing a Third Amendment to Contract for Private Development for Creekside Gables Apartments Project and Approving Execution of Related Documents.

MOTION PHA, SECOND WEST-HAFNER TO WAIVE THE READING AND ADOPT RESOLUTION #2020-18 AUTHORIZING A THIRD AMENDMENT TO CONTRACT FOR PRIVATE DEVELOPMENT FOR CREEKSIDE GABLES APARTMENTS PROJECT AND APPROVING THE EXECUTION OF RELATED DOCUMENTS. MOTION PASSED UNANIMOUSLY.

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

MOTION PHA, SECOND PARK TO WAIVE THE READING AND ADOPT RESOLUTION 2020-19 ACCEPTING D'AMICO CATERING'S ANNUAL BUSINESS PLAN. MOTION PASSED UNANIMOUSLY.

- 6.1 Consider Approving the 2021 Economic Development Authority Budget.

MOTION PHA, SECOND WEST-HAFNER, TO WAIVE THE READING AND ADOPT RESOLUTION 2020-17 APPROVING THE 2021 ECONOMIC DEVELOPMENT AUTHORITY BUDGET. MOTION PASSED UNANIMOUSLY.

- 6.2 Consider Authorizing the Demolition of the Former Hennepin County Library Building at 8600 Zane Avenue North.

MOTION PHA SECOND MATA TO TABLE THIS UNTIL APRIL 1<sup>ST</sup>, 2021.

- III. DISCUSSION:

7. DISCUSSION ITEMS

7.1 Status Update – Kim Berggren highlighted the following:

- We are having our 9<sup>th</sup> annual Business Forward Forum on December 3rd which is a little bit later this year. It will be from 10 am to 12:15 pm virtually so please sign up to attend. We do have a guest speaker from the Minnesota Department of Employment & Economic Development, Deputy Commissioner Hamse Warfa. It will be a good event and we would like to encourage the commissioners to attend as well as anyone in the community who is involved in the business world and interested in participating.
- I also want to point out we were able to celebrate Cirtec's ribbon cutting event for its second facility in Brooklyn Park. We also had some great guests attend that ribbon cutting. They are planning on bringing additional 250 jobs to the community. You will recall that we have been involved in their \$800,000 grant from the State of Minnesota for that facility.
- The small business center is continuing to advance. It was slowed down a bit with our emphasis on CARES grants these past few months. We are moving through phase 1 of the program development. As you recall the work is mostly work being funded by a Livable Communities Development Act grant from the Met Council. We will be convening a steering committee. In your report we have listed the seven people from the community that have volunteered to serve on that committee. We will also be asking for a few EDA commissioners to participate as well. Staff will be getting that going in December and January and will have updates for you early next year.
- Hennepin County has launched a new business support program called Elevate HC. It is in partnership with several other groups that are working on it. The initial funding was CARES money but they will be supporting businesses and entrepreneurs with resources and technical assistance among other things through this program. If you know anyone looking for assistance, please direct them to that resource.
- You will recall that the Edinburg Centre Business District was selected as one of the eleven districts that the county selected. We had applied these districts selected and they were selected to use some CARES funding to help with marketing and promotion of businesses in that district. We have shared with you in your packet one of the graphics that the marketing consultant has come up with to celebrate and promote those businesses. There is a billboard located at about I94 & 42<sup>nd</sup> Avenue North and digital ads are being developed. This will be a great benefit to those businesses in that area and also a learning experience for how we may better support our business districts in Brooklyn Park particularly in the retail space.
- We have continued discussions with DEED regarding the potential relocation of the CareerForce Center. They are currently in Brooklyn Park. They had said they were not going to move and now they are now saying they are going to move. We are in conversations trying to encourage their site selector folks to consider locating in Brooklyn Park in one of our more active business districts to support people that would be needing to access those resources. We are also encouraging the conversation around thinking of the small business center that the EDA is

interested in advancing, if that could be paired with the CareeForce. I just wanted to share that we are having those conversations.

- I would like to report out about the CARES Relief Program and we will send you more information later. The EDA's staff with support by other folks in the organization including the Finance Department that put in a huge amount of work, was able to grant out \$2.6 million in community grants. We reached the target of:
  - 89 businesses were able to get an average of \$10,000.
  - 39 nonprofits/schools got an average of \$26,000.
  - 198 households received grants on average of \$1,700.

The program that the council most recently approved, the Homelessness Prevention, 332 households were able to have assistance for their rent in an average amount of \$1,900. Those dollars are at work in the community and we will report out in more detail at a future time.

- Interchange at Highway 169 and 101<sup>st</sup> is now open. Unfortunately, we are not planning a celebration this fall but will plan something next spring. This project had been in the works for 10-20 years.
- We had said in a recent meeting that we would try to continue the community engagement effort plan for the use of the Noble Park & Ride site up on 610 & Noble Avenue. We are now recommending that we pause that given everything with COVID we just do not feel that it is a good time to finish out that planning effort. We would like to regroup in the spring and see where we are at with community engagement and thinking about that site.

7.2 Housing Update – Erika Byrd highlighted the following:

- Cornerstone Village by Bethesda Lutheran was awarded \$2 million grant from the Met Council's Livable Communities Program Initiative. A link to the press release in this memo. In terms of next steps Bethesda Lutheran is still looking for additional funding through the Low-Income Housing Tax Credit and Housing Infrastructure Bonds from Minnesota Housing. If Bethesda Lutheran is successful in obtaining that funding, they will be coming to the EDA for full consideration of a development agreement. In June, the EDA gave some preliminary approval for tax increment financing and a deferred loan.
- At the Autumn Ridge Apartments, we have an outstanding loan for Sherman Associates. At last month's meeting we talked about how the property was for sale. They are reconsidering that. Breanne Rothstein has met with Sherman & Associates a number of times and they have told us that they are now looking at refinancing. In the next couple of months, they will be bringing us more information about that. It could potentially include a payoff of the remaining balance of our loan sooner than the loan term calls for.
- For Huntington Place both the EDA and police staff have been working with Aeon staff around the camera improvement project. This project is underway and almost half done. They are adding 200 cameras to the exterior and interior. The work that is being done is around placement and around police accessing. We have agreements in place around police to accessing the cameras. The project should now move forward. We are anticipating that Aeon will now submit for the first draw on the EDA \$5 million loan. They

have not drawn on any of the money so far. They are eligible to draw on that project as their improvements progress.

- Kim Berggren provided a nice update on the CARES work that Community Development has been doing. I have included a short update here under the Homelessness Prevention work. There has been a lot of quick turnaround to get the money into the community in about two weeks: Thirty-five rental properties, over \$600,000 was deployed to stabilize over 300 households that had their rental balances completely eliminated. A full report on CARES will be provided at the City Council next month.
- For the CURA Housing Project we had mentioned at last month's EDA meeting that the researchers at the University of Minnesota were looking at doing this hybrid model of some in person interviews and some electronic virtual interviews and focus groups. Given where COVID19 pandemic is right now, the researchers and the city have pulled back from the in-person work. Everything will be done virtually. The second and third week of December is dedicated to residents, apartment managers and staff getting them to participate in focus groups, surveys and intake forms. We are doing a lot of outreach over the next several weeks to get participants in that study.

IV. WORK SESSION

8. WORK SESSION ITEMS:

8.1 None.

V. ADJOURNMENT:

Meeting adjourned at 9:54 p.m.