

REGULAR CITY COUNCIL MEETING – AGENDA #6

If you need these materials in an alternative format or need reasonable accommodations for a City Council 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 Vision: Brooklyn Park, a thriving community inspiring pride where opportunities exist for all.

Our Brooklyn Park 2025 Goals:

• A united and welcoming community, strengthened by our diversity • Beautiful spaces and quality infrastructure make Brooklyn Park a unique destination • A balanced economic environment that empowers businesses and people to thrive • People of all ages have what they need to feel healthy and safe • Partnerships that increase racial and economic equity empower residents and neighborhoods to prosper • Effective and engaging government recognized as a leader

I. ORGANIZATIONAL BUSINESS

1. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE

2. PUBLIC COMMENT AND RESPONSE 6:00 p.m. Provides an opportunity for the public to address the Council 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. Council Members will not enter into a dialogue with residents. Questions from the Council 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 residents for informational purposes only.

2A. RESPONSE TO PRIOR PUBLIC COMMENT

2B. PUBLIC COMMENT

3A. APPROVAL OF AGENDA (Items specifically identified may be removed from Consent or added elsewhere on the agenda by request of any Council Member.)

3B. PUBLIC PRESENTATIONS/PROCLAMATIONS/RECEIPT OF GENERAL COMMUNICATIONS

3B.1 Mayor's Proclamation of February 2023 as Black History Month in the City of Brooklyn Park
A. PROCLAMATION

3B.2 Presentation of DeLois Bolden Brown Service to Community Award

3B.3 Mayor's Proclamation Proclaiming February 17, 2023 As "Dr. John F. Helling Day" In the City of Brooklyn Park

A. PROCLAMATION

II. STATUTORY BUSINESS AND/OR POLICY IMPLEMENTATION

4. CONSENT (All items listed under Consent, unless removed from Consent in agenda item 3A, shall be approved by one council motion.) Consent Agenda consists of items delegated to city management or a commission but requires council action by State law, City Charter or city code. These items must conform to a council approved policy, plan, capital improvement project, ordinance or contract. In addition, meeting minutes shall be included.

4.1 Approve the City of Brooklyn Park's Pay Equity Report for 2022 in compliance with the 1984 Local Government Pay Equity Act

A. PAY EQUITY REPORT FOR 2023

B. COMPLIANCE REPORT

4.2 Approve No Parking Prohibition Along Both Sides of Boone Avenue Between 62nd Avenue and I-94

A. RESOLUTION

B. LOCATION MAP

4.3 Approve a Joint Powers Agreement for the Police Mental Health Unit

- A. RESOLUTION
- B. AGREEMENT
- 4.4 Award the Bid for the 2023 Bituminous Project to Park Construction Company
 - A. RESOLUTION
 - B. BID TAB
 - C. MAP OF STREETS
 - D. MAP OF PARKING LOTS
- 4.5 Approve Construction of an Off-Street Trail Along the East Side of Zane Avenue Between 63rd Avenue and Brooklyn Boulevard
 - A. RESOLUTION
 - B. LOCATION MAP
- 4.6 Award a 3-Year Contract Extension for Tree Injection Services for Emerald Ash Borer Project to Rainbow Tree Care for 2023-2025
 - A. RESOLUTION
 - B. RAINBOW TREE CARE LETTER
- 4.7 Accept Bids and Award Contract for 2023 Street Reconstruction Project, CIP 4003-23
 - A. RESOLUTION
 - B. 2023 STREET RECONSTRUCTION PROJECT LOCATION MAP
- 4.8 Accept Petition and Order Public Hearing for Vacation of a Drainage and Utility Easement
 - A. RESOLUTION
 - B. PROPOSED EASEMENT VACATION AREA

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

5. PUBLIC HEARINGS

- 5.1 Public Hearing for Preliminary Allocation of Fiscal Year (FY) 2023/2024 Community Development Block Grant (CDBG) Program Funds and Appointment of Representative to CDBG Public /Human Services Selection Committee
 - A. MARKETING FLYER FOR CDBG 2023
 - B. PUBLIC HEARING NOTICE
 - C. REQUEST FOR PROPOSAL (RFP) 2023

6. LAND USE ACTIONS

None

7. GENERAL ACTION ITEMS

- 7.1 Appointments to Commissions
- 7.2 Approve Amendments to the Capital Improvement Plan and Capital Equipment Plan
 - A. RESOLUTION
 - B. CIP-CEP AMENDMENT SPREADSHEET

III. DISCUSSION – These items will be discussion items but the City Council may act upon them during the course of the meeting.

8. DISCUSSION ITEMS

- 8.1 2021-2022 Update on the Status of the American Rescue Plan Act (ARPA)
 - A. 2023 BUDGET
 - B. ARPA 2021-2022 HIGHLIGHT *(to be provided at the meeting)*

IV. VERBAL REPORTS AND ANNOUNCEMENTS

- 9A. COUNCIL MEMBER REPORTS AND ANNOUNCEMENTS
- 9B. CITY MANAGER REPORTS AND ANNOUNCEMENTS

V. ADJOURNMENT

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

City of Brooklyn Park Request for Council Action

Agenda Item:	3B.1	Meeting Date:	February 13, 2023
Agenda Section:	Public Presentations/ Proclamations/Receipt of General Communications	Originating Department:	Administration
Resolution:	N/A	Prepared By:	Dr. Marcellus Davis
Ordinance:	N/A		
Attachments:	1	Presented By:	Mayor Hollies Winston
Item:	Mayor's Proclamation of February 2023 as Black History Month in the City of Brooklyn Park		

City Manager's Proposed Action:

The Mayor shall proclaim February 2023 as Black History Month in the City of Brooklyn Park by one of the following:

1. I, Hollies Winston, Mayor of the City of Brooklyn Park, Minnesota, do hereby proclaim February 2023 as Black History Month in the City of Brooklyn Park

OR

2. By reading the proclamation.

Overview:

In the United States, the month of February is observed as the National Black History Month. It is a reminder that Black history is American history and Black culture is American culture, both essential to the evolving story of America. It is important that we recognize the invaluable contributions of African Americans to this great nation, and we must confront the injustices many Black Americans suffer.

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues: N/A

Attachments:

3.B1A PROCLAMATION

PROCLAMATION

PROCLAIMING FEBRUARY 2023 AS BLACK HISTORY MONTH IN THE CITY OF BROOKLYN PARK, MINNESOTA

WHEREAS, in the United States, the month of February is observed as the National Black History Month. It is a reminder that Black history is American history and Black culture is American culture, both essential to the evolving story of America. It is important that we recognize the invaluable contributions of African Americans to this great nation and we must confront the injustices many Black Americans suffer; and

WHEREAS, Black History Month celebrates the achievements of African Americans who have been instrumental in shaping the character, culture and economic life of our state and nation; and

WHEREAS, Dr. Carter G. Woodson, founder of the Association for the Study of African American Life and History, first launched "Negro History Week" in 1926, and is widely regarded as the father of Black History; and

WHEREAS, the 2023 National Black History Month theme, "Resistance," the City of Brooklyn Park Black History Month theme is Change your diet: Black Health is Wealth. This theme looks at how changing your diet goes beyond your food consumption, and how collective and individual Black health is wealth.

WHEREAS, African Americans are engaged throughout our society as our friends and neighbors, scholars, teachers, business people, mayors, community leaders, and contributors to our quality of life.

NOW, THEREFORE, I, Hollies Winston, Mayor of the City of Brooklyn Park, Minnesota, do hereby proclaim February 2023 as Black History Month in the City of Brooklyn Park.

Hollies Winston, Mayor



5200 85th Avenue North
Brooklyn Park, MN 55443

City of Brooklyn Park Request for Council Action

Agenda Item:	3B.2	Meeting Date:	February 13, 2023
Agenda Section:	Public Presentations/ Proclamations/Receipt of General Communications	Originating Department:	Police
Resolution:	N/A	Prepared By:	Stephanie Heiberger, Administrative Assistant
Ordinance:	N/A		
Attachments:	N/A	Presented By:	Chief Mark Bruley
Item:	Presentation of DeLois Bolden Brown Service to Community Award		

City Manager's Proposed Action:

Recognize Tekoa Cochran for her actions.

Overview:

Those who live in, work in, and spend time in the City of Brooklyn Park play essential roles in helping the Police Department address crime and livability in the community. The purpose of this agenda item is to publicly recognize Tekoa Cochran for her commitment to the City of Brooklyn Park.

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues: N/A

Attachments: N/A

City of Brooklyn Park Request for Council Action

Agenda Item:	3B.3	Meeting Date:	February 13, 2023
Agenda Section:	Public Presentations/ Proclamations/Receipt of General Communications	Originating Department:	Community Development
Resolution:	N/A	Prepared By:	Dr. Rolando Garcia, President NHCC
Ordinance:	N/A		
Attachments:	1	Presented By:	Mayor Hollies Winston
Item:	Mayor's Proclamation Proclaiming February 17, 2023 As "Dr. John F. Helling Day" In the City of Brooklyn Park		

City Manager's Proposed Action:

The Mayor shall proclaim February 17, 2023 As "Dr. John F. Helling Day" in the City of Brooklyn Park by one of the following:

1. I, Hollies Winston, Mayor of the City of Brooklyn Park, Minnesota, do hereby proclaim February 17, 2023 As "Dr. John F. Helling Day" in the City of Brooklyn Park

OR

2. By reading the proclamation.

Overview:

Former NHCC President John Helling passed away and Dr. Garcia and the college respectfully requested a proclamation in his honor.

Dr. John F. Helling was the main proponent of changing the name of North Hennepin from junior college to community college, believing that NHCC is a community institution in and of the community. Many community programs have been held at the college in partnership with the city. He established the North Hennepin Community College Foundation in 1981 to give the community more opportunities to support the education of students. He was a financial supporter of NHCC during and after his presidency and encouraged others to give.

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues: N/A

Attachments:

3B.3A PROCLAMATION

PROCLAMATION

PROCLAIMING FEBRUARY 17, 2023 AS “DR. JOHN F. HELLING DAY” IN THE CITY OF BROOKLYN PARK

WHEREAS, Dr. John F. Helling was North Hennepin Community College’s longest serving president from 1967 to 1990; and

WHEREAS, Dr. John F. Helling spent most of his life working in Minnesota education. He taught at the University of Minnesota in Minneapolis and Duluth, directed pupil services for both Brainerd’s public schools and Brainerd Junior College, and served as vocational counselor for the state education department; and

WHEREAS, Dr. John F. Helling championed the idea that Junior Colleges provided many capable and intelligent people a chance to prove themselves; and

WHEREAS, Dr. John F. Helling oversaw the massive construction of the college campus, which spanned almost his entire presidency; and

WHEREAS, Dr. John F. Helling believed that a college is more than buildings. It was for providing the education that met students’ needs from caring and talented faculty and staff; and

WHEREAS, Dr. John F. Helling was the main proponent of changing the name of North Hennepin from junior college to community college, believing that NHCC is a community institution in and of the community. Many community programs have been held at the college in partnership with the city; and

WHEREAS, Dr. John F. Helling established the North Hennepin Community College Foundation in 1981 to give the community more opportunities to support the education of students. He was a financial supporter of NHCC during and after his presidency and encouraged others to give.

NOW, THEREFORE, I, Hollies J. Winston, Mayor of Brooklyn Park, Minnesota, do hereby proclaim that Friday, February 17, 2023, shall be observed as “Dr. John F. Helling Day” in the City of Brooklyn Park in recognition and respect for the life and contributions of Dr. John F. Helling.



5200 85th Avenue North
Brooklyn Park, MN 55443

Hollies J. Winston, Mayor

City of Brooklyn Park Request for Council Action

Agenda Item:	4.1	Meeting Date:	February 13, 2023
Agenda Section:	Consent	Originating Department:	Administration
Resolution:	X	Prepared By:	Sarah Kriewall, Human Resource Director
Ordinance:	N/A		
Attachments:	2	Presented By:	Jay Stroebel, City Manager
Item:	Approve the City of Brooklyn Park's Pay Equity Report for 2022 in compliance with the 1984 Local Government Pay Equity Act		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION #2023-____ TO APPROVE THE CITY OF BROOKLYN PARK'S PAY EQUITY REPORT FOR 2022 IN COMPLIANCE WITH THE 1984 LOCAL GOVERNMENT PAY EQUITY ACT.

Overview:

In 1984, the Minnesota Legislature passed the Local Government Pay Equity Act. All local governments are required to file reports with the Minnesota Management and Budget (MMB) and are placed on a three-year reporting cycle with a third of them reporting each year.

The City of Brooklyn Park last completed a Pay Equity Report in January of 2020 using information as of December 31, 2019.

MMB developed software that calculates the results of a statistical analysis test to compare salary data to determine if female classes are paid consistently below male classes of comparable work value. The software also performs two other tests: the salary range test, which compares the average number of years it takes to move through salary ranges established for female classes compared to male classes, and the exceptional service pay test, which compares how often male classes receive longevity or performance pay above the normal salary range as compared to female classes.

The City of Brooklyn Park is in compliance on all tests. Official verification on the pay equity report requires that the report has been approved by the governing body and has been signed by the chief elected official of the jurisdiction.

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues: N/A

Attachments:

- 4.1A PAY EQUITY REPORT FOR 2023
- 4.1B COMPLIANCE REPORT

Job Class Data Entry Verification List

Case: 2023 DATA

Brooklyn Park

LGID: 491

Job Nbr	Class Title	Nbr Males	Nbr Females	Non-Binary	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pay
1	Facility Worker	1	0	0	M	100	2219.00	2851.00	8.00	0.00	
2	Custodian	0	2	0	F	324	3767.00	4840.00	8.00	0.00	
31	Firefighter	29	2	0	M	325	5078.00	6984.00	4.00	0.00	
4	Community Outreach Liaison	1	0	0	M	351	4133.00	5310.00	8.00	0.00	
3	Program Assistant II - Police	2	18	0	F	361	4057.00	5214.00	6.00	0.00	
9	Program Assistant II	2	21	0	F	361	4133.00	5310.00	8.00	0.00	
6	Finance Assistant I	1	2	0	B	361	4133.00	5310.00	8.00	0.00	
10	Lead Pre-School Teacher	0	2	0	F	372	4133.00	5310.00	8.00	0.00	
13	Digital Media Specialist	2	0	0	M	400	4497.00	5778.00	8.00	0.00	
11	Program Assistant III - Police	0	2	0	F	403	4411.00	5667.00	6.00	0.00	
12	Program Assistant III	3	14	0	F	403	4497.00	5778.00	8.00	0.00	
7	Police Cadet	7	2	0	B	406	4133.00	5310.00	8.00	0.00	
8	Firefighter - Part-time	3	1	0	B	406	4133.00	5310.00	8.00	0.00	
5	Building Maintenance Worker	3	0	0	M	408	4497.00	5778.00	8.00	0.00	
15	Public Service Worker	38	0	0	M	410	4556.00	5970.00	5.50	0.00	
33	Arts & Engagement Specialist	0	1	0	F	450	5177.00	7004.00	8.00	0.00	
27	Public Service Worker II - Bld	3	0	0	M	458	4922.00	6448.00	5.50	0.00	
30	Water Plant Operator	3	0	0	M	458	4922.00	6448.00	5.50	0.00	
18	Detention Officer	3	1	0	B	458	4766.00	6123.00	6.00	0.00	
23	Property & Evidence Technician	1	2	0	B	462	4766.00	6123.00	6.00	0.00	
28	Public Service Worker II - Str	1	0	0	M	471	4922.00	6448.00	5.50	0.00	
29	Public Service Worker II - Uti	2	0	0	M	471	4922.00	6448.00	5.50	0.00	
26	Fleet Mechanic	3	0	0	M	478	4922.00	6448.00	5.50	0.00	
24	Program Assistant - Lead	0	1	0	F	482	4864.00	6250.00	5.00	0.00	
19	Program Assistant - Lead Polic	0	2	0	F	482	4766.00	6123.00	6.00	0.00	
32	Fire Inspector	1	0	0	M	483	5960.00	7656.00	8.00	0.00	
16	Crime Analyst II	0	1	0	F	486	5119.00	6578.00	6.00	0.00	
17	Crime Prevention Specialist	0	1	0	F	486	4766.00	6123.00	6.00	0.00	
42	Appraiser I	1	1	0	B	491	5593.00	7187.00	8.00	0.00	
25	Technology Svcs Specialist	2	0	0	M	500	5227.00	6716.00	8.00	0.00	
20	Technology Svcs Specialist-Pol	1	0	0	M	500	5119.00	6578.00	6.00	0.00	
38	Lead Public Service Worker	8	0	0	M	502	5287.00	6930.00	5.50	0.00	

Job Class Data Entry Verification List

Case: 2023 DATA

Brooklyn Park

LGID: 491

Job Nbr	Class Title	Nbr Males	Nbr Females	Non-Binary	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pay
21	Domestic Violence Prev Coord	0	1	0	F	506	5119.00	6578.00	6.00	0.00	
39	Patrol Officer	70	13	0	M	513	5669.00	8622.00	4.00	0.00	Longevity
36	Lead Greenskeeper	2	0	0	M	518	5227.00	6716.00	8.00	0.00	
14	Adaptive Recreation Spec	0	1	0	F	527	5566.00	7530.00	8.00	0.00	
22	Neighborhood Relations Special	0	1	0	F	528	5227.00	6716.00	8.00	0.00	
34	Accountant I	0	1	0	F	531	5227.00	6716.00	8.00	0.00	
37	Maintenance Shop Coordinator	1	0	0	M	539	5227.00	6716.00	8.00	0.00	
35	Strategic Management Coordinat	1	0	0	M	545	5227.00	6716.00	8.00	0.00	
40	Project Coordinator - BBA	0	1	0	F	550	5593.00	7187.00	8.00	0.00	
41	Engineering Technician II	5	0	0	M	550	5593.00	7187.00	8.00	0.00	
43	Data & Quality Coordinator	1	0	0	M	561	5593.00	7187.00	8.00	0.00	
53	Field Supervisor	7	0	0	M	568	6323.00	8125.00	8.00	0.00	
54	Appraiser II	2	0	0	M	571	6323.00	8125.00	8.00	0.00	
44	Development Specialist	0	1	0	F	583	5593.00	7187.00	8.00	0.00	
46	Housing & Redevelopment Coord	1	0	0	M	600	6344.00	8582.00	0.00	0.00	
57	Senior Accountant	1	1	0	B	600	6344.00	8582.00	0.00	0.00	
61	Neighborhood Hlth Supervisor	0	1	0	F	600	6344.00	8582.00	0.00	0.00	
59	Plans Examiner	2	0	0	M	603	6344.00	8582.00	0.00	0.00	
69	Network Engineer	0	1	0	F	608	7121.00	9635.00	0.00	0.00	
48	Environmental Hlth Specialist	1	1	0	B	608	5959.00	7657.00	8.00	0.00	
49	Neighborhood Hlth Specialist	2	1	0	B	608	5959.00	7657.00	8.00	0.00	
50	Property Maintenance Inspector	4	0	0	M	608	5959.00	7657.00	8.00	0.00	
51	Building Inspector	4	0	0	M	608	5959.00	7657.00	8.00	0.00	
47	Project Facilitator	0	1	0	F	610	5955.00	8057.00	0.00	0.00	
56	Support Services Superv	0	1	0	F	612	6344.00	8582.00	0.00	0.00	
93	Police Sergeant	15	0	0	M	613	9417.00	10369.00	4.00	0.00	
58	Golf Course Supv/Bldg Maintena	1	0	0	M	618	6344.00	8582.00	0.00	0.00	
45	Fire Battalion Chief	3	0	0	M	629	8261.00	10615.00	8.00	0.00	
60	Recreation Program Supervisor	2	2	0	B	646	6344.00	8582.00	0.00	0.00	
63	Program Coordinator	0	2	0	F	649	6344.00	8582.00	0.00	0.00	
52	ERP Systems Analyst	0	1	0	F	650	6323.00	8125.00	8.00	0.00	
62	Facility Coordinator	2	0	0	M	670	6732.00	9109.00	0.00	0.00	

Job Class Data Entry Verification List

Case: 2023 DATA

Brooklyn Park

LGID: 491

Job Nbr	Class Title	Nbr Males	Nbr Females	Non-Binary	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pay
64	Senior Planner/Planner III	1	0	0	M	684	6732.00	9109.00	0.00	0.00	
65	Civil Engineer I	1	0	0	M	700	7121.00	9635.00	0.00	0.00	
67	Customer Service Manager	0	1	0	F	702	7121.00	9635.00	0.00	0.00	
71	Business Development Coordinat	1	0	0	M	703	7121.00	9635.00	0.00	0.00	
72	Development Project Coordinato	0	1	0	F	703	7121.00	9635.00	0.00	0.00	
80	Program Manager	2	0	0	M	705	7121.00	9635.00	0.00	0.00	
73	Senior Project Manager - Eng	1	0	0	M	707	7121.00	9635.00	0.00	0.00	
68	Golf Course Superintendent	1	0	0	M	718	7121.00	9635.00	0.00	0.00	
70	Human Resources Specialist	0	3	0	F	729	7121.00	9635.00	0.00	0.00	
55	GIS & Data Coordinator	1	0	0	M	744	6732.00	9109.00	0.00	0.00	
66	City Clerk	1	0	0	M	750	7510.00	10161.00	0.00	0.00	
75	Communications Manager	0	1	0	F	750	7510.00	10161.00	0.00	0.00	
78	Executive Director, BBA	0	1	0	F	750	7510.00	10161.00	0.00	0.00	
79	IT Supervisor	1	0	0	M	750	7510.00	10161.00	0.00	0.00	
76	Golf Manager	1	0	0	M	752	7510.00	10161.00	0.00	0.00	
74	Senior Project Manager - ED	1	0	0	M	756	7510.00	10161.00	0.00	0.00	
77	Admin/Environmental Svcs Manag	1	0	0	M	759	7510.00	10161.00	0.00	0.00	
92	Police Lieutenant	0	1	0	F	767	8472.00	11461.00	0.00	0.00	
81	Rental & Bus Licensing Manager	1	0	0	M	800	7899.00	10687.00	0.00	0.00	
82	Fire Marshal	1	0	0	M	800	7899.00	10687.00	0.00	0.00	
83	Community Engagement Manager	0	1	0	F	800	7899.00	10687.00	0.00	0.00	
84	Building Official	1	0	0	M	824	7899.00	10687.00	0.00	0.00	
85	Youth Services Coordinator	0	1	0	F	850	8288.00	11213.00	0.00	0.00	
87	City Assessor	0	1	0	F	856	8288.00	11213.00	0.00	0.00	
88	Manager, Recreation Services	0	1	0	F	856	8288.00	11213.00	0.00	0.00	
95	Police Inspector	2	1	0	B	873	8744.00	11830.00	0.00	0.00	
86	Project/Transportation Enginee	2	0	0	M	875	8288.00	11213.00	0.00	0.00	
89	Manager, Streets & Fleet	1	0	0	M	892	8288.00	11213.00	0.00	0.00	
90	Manager, Parks & Bldgs	1	0	0	M	892	8288.00	11213.00	0.00	0.00	
91	Superintendent, Utilities	1	0	0	M	892	8288.00	11213.00	0.00	0.00	
94	Manager, Parks & Facilities Rec	1	0	0	M	892	8288.00	11213.00	0.00	0.00	
97	Deputy Fire Chief	2	0	0	M	900	8676.00	11739.00	0.00	0.00	

Job Class Data Entry Verification List

Case: 2023 DATA

Brooklyn Park

LGID: 491

Job Nbr	Class Title	Nbr Males	Nbr Females	Non-Binary	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pay
98	Information & Technology Manag	1	0	0	M	908	8676.00	11739.00	0.00	0.00	
96	Assistant Finance Director	0	1	0	F	908	8676.00	11739.00	0.00	0.00	
102	Inspections & Env Hlth Manager	1	0	0	M	950	9065.00	12265.00	0.00	0.00	
99	Director, Planning & Developme	1	0	0	M	956	9065.00	12265.00	0.00	0.00	
100	Director, Econ Development & H	0	1	0	F	978	9065.00	12265.00	0.00	0.00	
103	Eng Division Mgr/City Engineer	1	0	0	M	1000	9454.00	12791.00	0.00	0.00	
104	Police Deputy Chief	2	0	0	M	1020	9454.00	12791.00	0.00	0.00	
101	Human Resources Director	0	1	0	F	1020	9454.00	12791.00	0.00	0.00	
105	Employment Attorney	1	0	0	M	1050	9843.00	13317.00	0.00	0.00	
106	Director, Parks & Recreation	1	0	0	M	1118	10232.00	13843.00	0.00	0.00	
107	Fire Chief	1	0	0	M	1121	10232.00	13843.00	0.00	0.00	
110	Director, Finance	0	1	0	F	1153	10620.00	14369.00	0.00	0.00	
111	Director, Operations & Mainten	1	0	0	M	1157	10620.00	14369.00	0.00	0.00	
112	Police Chief	1	0	0	M	1157	10620.00	14369.00	0.00	0.00	
108	Assistant City Manager	0	1	0	F	1162	10620.00	14369.00	0.00	0.00	
109	Director, Community Developmen	0	1	0	F	1166	10620.00	14369.00	0.00	0.00	
113	City Manager	1	0	0	M	1355	15983.00	15983.00	0.00	0.00	

Job Number Count: 113



Compliance Report

Jurisdiction: Brooklyn Park
5200 - 85th Avenue North

Brooklyn Park, MN 55443

Report Year: 2023
Case: 1 - 2023 DATA (Submitted)

Contact: Kristin Martin Phone: (763) 493-8160 E-Mail: Kristin.Martin@brooklynpark.org

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.
For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	63	39	11	113
# Employees	270	103	39	412
Avg. Max Monthly Pay per employee	8188.27	6803.07		7716.04

II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = 96.2963 *

	Male Classes	Female Classes
a. # At or above Predicted Pay	21	12
b. # Below Predicted Pay	42	27
c. TOTAL	63	39
d. % Below Predicted Pay (b divided by c = d)	66.67	69.23

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

Degrees of Freedom (DF) = 371	Value of T = 10.521
-------------------------------	---------------------

- a. Avg. diff. in pay from predicted pay for male jobs = 28
- b. Avg. diff. in pay from predicted pay for female jobs = -933

III. SALARY RANGE TEST = 95.35 (Result is A divided by B)

- A. Avg. # of years to max salary for male jobs = 6.83
- B. Avg. # of years to max salary for female jobs = 7.17

IV. EXCEPTIONAL SERVICE PAY TEST = 0.00 (Result is B divided by A)

- A. % of male classes receiving ESP = 1.59 *
 - B. % of female classes receiving ESP = 0.00
- *(If 20% or less, test result will be 0.00)

City of Brooklyn Park Request for Council Action

Agenda Item:	4.2	Meeting Date:	February 13, 2023
Agenda Section:	Consent	Originating Department:	Operations and Maintenance Engineering Services Division
Resolution:	X	Prepared By:	Jeff Holstein, City Transportation Engineer
Ordinance:	N/A		
Attachments:	2	Presented By:	Jesse Struve, City Engineer
Item:	Approve No Parking Prohibition Along Both Sides of Boone Avenue Between 62 nd Avenue and I-94		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION #2023-_____ APPROVING NO PARKING PROHIBITION ALONG BOTH SIDES OF BOONE AVENUE BETWEEN 62ND AVENUE AND I-94.

Overview:

Project CIP 4002-23 includes a mill and overlay on Boone Ave between 62nd Avenue and Northland Circle. The City's Pedestrian and Bike Plan recommends improved bike connections along Boone Avenue in this area. To accomplish the goals of the Pedestrian and Bike Plan, staff proposes to narrow a portion of Boone Avenue between 63rd Avenue and Bass Creek Park to allow for the extension of the existing off street bike trail along the west side of Boone Avenue to 63rd Avenue. Reducing the driving width will require restriping to a three-lane roadway in this area. Staff also proposes to restripe Boone Ave between 62nd Avenue and North Brook Avenue to a three-lane roadway with bikeable shoulders and to add a sidewalk connection along the east side of Boone Avenue between Modern Road and the I-94 south ramps.

The proposed plan for Boone Avenue accomplishes the Bike and Pedestrian Plan goals for this area by adding an off-street bike trail and bikeable shoulders between 62nd Avenue and Modern Road. The proposed three lane sections should improve traffic safety and hopefully lower traffic speeds. The segment between 62nd Avenue and North Brook Avenue currently allows on street parking on both sides of Boone Avenue, and segments between 63rd Avenue and I-94 are also not currently covered by on street parking prohibitions. Field observations have shown essentially no demand for on street parking along the project segment.

The proposed restriping lane geometry along Boone Avenue does not meet State Aid standards to allow for on street parking. Thus, staff is recommending Council prohibit on street parking along both sides of Boone Avenue between 62nd Avenue and I-94.

The Communications Division has sent a notice to the residents along Boone Avenue informing them of the proposed striping changes and the City Council meeting where the decision will be made. If approved, the prohibition would take effect in late 2023 after the project is completed.

Based on the information above, City Engineering staff recommend the City Council approve the no parking prohibition along both sides of Boone Avenue between 62nd Avenue and I-94.

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues: N/A

Attachments:

- 4.2A RESOLUTION
- 4.2B LOCATION MAP

RESOLUTION #2023-

RESOLUTION APPROVING NO PARKING PROHIBITION ALONG BOTH
SIDES OF BOONE AVENUE BETWEEN 62ND AVENUE AND I-94

WHEREAS, CIP 4002-23 calls for a mill and overlay on Boone Avenue from 62nd Avenue to Northland Circle; and

WHEREAS, the City's Pedestrian and Bike Plan calls for a bike path connection along Boone Avenue; and

WHEREAS, there is an existing off street bike path along the west side of Boone Avenue between Bass Creek Park and Northland Circle; and

WHEREAS, to extend the off-street trail between 63rd Avenue and Bass Creek Park, Boone Avenue will need to be narrowed and restriped to a three-lane roadway which should also improve traffic safety and possibly lower travel speeds; and

WHEREAS, Boone Avenue is also proposed to be restriped between 63rd Avenue and 62nd Avenue from a two lane roadway to a three lane roadway with narrower lanes and bikeable shoulders which should also improve safety; and

WHEREAS, Boone Avenue is a State Aid roadway and the narrowed and restriped segments do not allow adequate width to comply with State Aid requirements to allow on street parking; and

WHEREAS, these segments of Boone Avenue currently allow parking on both sides and State Aid Rules require a no parking resolution for the proposed width and restriping conditions; and

WHEREAS, field observations have shown no demand for on street parking along; and

WHEREAS, the City Engineering Division has reviewed and recommends approval of said prohibition.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Park that the City approve the prohibition of on street parking of motor vehicles at all times along both sides of Boone Avenue between 62nd Avenue and I-94 and agrees to provide enforcement for the ban of on-street parking.

CityView map

9/30/2022

CIP 4002-23 2023 MSA Mill & Overlay
Boone Avenue (62nd Ave - Northland
Dr/Cir)

Brooklyn Park
Unique.
Unifed.
Undiscovered.



Map Scale = 1: 9,600

800 ft 1 in

Map provided by the City of Brooklyn Park, MN. This map is for general reference only. It is not for legal, engineering, or surveying use. Please contact the sources of the information if you desire more details. www.brooklynpark.org

City of Brooklyn Park Request for Council Action

Agenda Item:	4.3	Meeting Date:	February 13, 2023
Agenda Section:	Consent	Originating Department:	Police
Resolution:	X	Prepared By:	Stephanie Heiberger, Administrative Assistant
Ordinance:	N/A		
Attachments:	2	Presented By:	Mark Bruley, Deputy Chief
Item:	Approve a Joint Powers Agreement for the Police Mental Health Unit		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION #2023-_____ APPROVING A JOINT POWERS AGREEMENT FOR THE POLICE MENTAL HEALTH UNIT.

Overview:

In early 2019, the Brooklyn Park City Council approved a cooperative agreement between the Brooklyn Park Police Department and Hennepin County Human Services Department (HSPHD) for the development of a Mental Health Unit. This agreement, and subsequent amendments, allowed for HSPHD Senior Social Workers (SSW) to be housed at the Police Department. Working from the Police Department, these SSW work directly with our police staff and provide tailored, timely service and/or follow-up to those experiencing a mental health crisis. By providing timely service to those in need, the Mental Health Unit works to reduce individuals' interactions with the justice system.

The current agreement expires February 28, 2023. The purpose of this joint powers agreement is to redefine the responsibilities of the two parties now that the Mental Health Unit has already been formed and extend the agreement through 2024.

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues:

The funds for this agreement were approved in December as part of the Police Department's 2023 budget. It will be funded through a combination of the general fund, Department of Justice COPS grant funds, and American Rescue Plan Act funds.

Attachments:

- 4.3A RESOLUTION
- 4.3B AGREEMENT

RESOLUTION #2023-

RESOLUTION TO APPROVE A JOINT POWERS AGREEMENT
FOR THE POLICE MENTAL HEALTH UNIT

WHEREAS, in early 2019 the Brooklyn Park City Council approved a cooperative agreement between the Brooklyn Park Police Department and Hennepin County Human Services Department; and

WHEREAS, the agreement and subsequent amendments allowed for HSPHD Senior Social Workers to be housed at the Police Department; and

WHEREAS, these social workers work directly with police staff and provide tailored, timely service and/or follow-up to those experiencing a mental health crisis; and

WHEREAS, the purpose of the proposed joint powers agreement is to redefine the parties' responsibilities and to extend the terms of the current agreement through the end of 2024; and

WHEREAS, the funds for this agreement were approved in December as a part of the Police Department's 2023 budget.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Park to approve a joint powers agreement for the Police Mental Health Unit.

**JOINT POWERS AGREEMENT
BETWEEN HENNEPIN COUNTY
AND CITY OF BROOKLYN PARK**

This Joint Powers Agreement (“Agreement”) is made and entered into by and between the County of Hennepin, State of Minnesota (“COUNTY”) on behalf of its Human Services and Public Health Department (“HSPHD”), 300 South Sixth Street, Minneapolis, Minnesota 55487, and City of Brooklyn Park (“CITY”), 5400 85th Avenue North, Brooklyn Park, Minnesota 55443, on behalf of its police department, (“POLICE DEPARTMENT”) and pursuant to the authority conferred upon them by Minn. Stat. § 471.59. The parties to this Agreement may also be referred to individually as “Party” and collectively as “Parties”.

WHEREAS, COUNTY is a political subdivision of the State of Minnesota and its Human Services and Public Health Department is empowered to provide general and emergency public services that support and protect the physical, mental and behavioral health of individuals in Hennepin County; and

WHEREAS, CITY is a governmental unit of the State of Minnesota and is empowered to provide general and emergency public services in a manner that supports and protects the physical, mental and behavioral health of individuals in Hennepin County; and

WHEREAS, the Parties desire to jointly and cooperatively coordinate their expertise and delivery of services to further the interests of providing follow up care by Senior Social Workers (SSWs) embedded with POLICE DEPARTMENT to prevent reoccurrences of in a manner that most effectively and efficiently supports and protects the physical, mental and behavioral health of individuals in Hennepin County, subject to the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the mutual promises and benefits realized by each Party, the Parties agree as follows:

1. PURPOSE

The purpose of this Agreement is to enable COUNTY to provide social work services to POLICE DEPARTMENT to further the interests of providing follow-up social services in a manner that most effectively and efficiently supports and protects the physical, mental and behavioral health of individuals in Hennepin County as detailed herein, for POLICE DEPARTMENT to secure such services from COUNTY and to establish the terms on which such services shall be provided.

2. PROJECT/PROGRAM

- A. The Parties shall cooperate and collaborate to perform services associated with the Embedded SSW Program (the “Program”), as further described and outlined in Exhibit A: Description of Services.
- B. The Parties shall perform at all times in accordance with the provisions herein, including but not limited to the data provisions.

3. TERM OF THE AGREEMENT

The term of this Agreement shall be from March 1, 2023, through December 31, 2024, unless terminated earlier in accordance with the cancellation/termination provisions of this Agreement.

4. PAYMENT

- A. POLICE DEPARTMENT shall pay (\$220,040) Two Hundred Twenty Thousand Forty dollars for the period March 1, 2023, through December 31, 2023.
- B. POLICE DEPARTMENT shall pay (\$218,118) Two Hundred Eighteen Thousand One Hundred Eighteen dollars for the period January 1, 2024, through December 31, 2024.
- C. Financial details are more fully described and outlined in Exhibit B: Financial Information.
- C. The three full-time SSWs will be hired, employed, and equipped by HSPHD and participate in supervision and training by HSPHD in accordance with local, state, federal, and professional licensure requirements.
- D. HSPHD shall submit a quarterly invoice to POLICE DEPARTMENT for the previous quarter's cost of its portion of the three full-time SSW positions. In the event the SSW positions are not staffed for a portion of the billing cycle, the payment shall be prorated accordingly.
- E. POLICE DEPARTMENT will make payment within thirty-five (35) days from receipt of the invoice. If the invoice is incorrect, defective, or otherwise improper, POLICE DEPARTMENT will notify HSPHD within ten (10) days of receiving the incorrect invoice. Upon receiving the corrected invoice from HSPHD, POLICE DEPARTMENT will make payment within thirty-five (35) days.
- F. Further, the Parties expressly agree that neither this Agreement nor either Party's performance hereunder obligates or commits either Party to enter a subsequent contract or engagement with the other.

5. LIABILITY AND NOTICE

- A. Each Party shall be liable for its own acts and the results thereof to the extent provided by law and, further, each Party shall defend, indemnify, and hold harmless the other (including their present and former officials, officers, agents, employees, volunteers, and subcontractors), from any liability, claims, causes of action, judgments, damages, losses, costs, or expenses, including reasonable attorney's fees, resulting directly or indirectly from any act or omission of the indemnifying Party, anyone directly or indirectly employed by it, and/or anyone for whose acts and/or omissions it may be liable, in the performance or failure to perform its obligations under this Agreement. The provisions of Minnesota

Statutes, Chapter 466 shall apply to any tort claims brought against COUNTY and/or POLICE DEPARTMENT as a result of this Agreement.

- B. To the fullest extent permitted by law, action by the Parties to this Agreement is intended to be and shall be construed as a “cooperative activity” and it is the intent of the Parties that they shall be deemed a “single governmental unit” for the purposes of liability, as set forth in Minnesota Statutes, section 471.59, subdivision 1a(a), provided further that for purposes of that statute, each Party to this Agreement expressly declines responsibility for the acts or omissions of the other Party to this Agreement except to the extent they have agreed in writing to be responsible for the acts or omissions of the other Party. The total liability for the Parties shall not be added together to exceed the limits on governmental liability for a single governmental unit.
- C. Duty to Notify: Each Party shall promptly notify the other Party of any actual or suspected claim, action, cause of action, administrative action, criminal arrest, criminal charge, or litigation brought against the party, its present and former officials, officers, agents, employees, volunteers, and subcontractors which arises out of this Agreement.

6. INSURANCE

Each party warrants that it has purchased insurance or utilizes a self-insurance program sufficient to meet its liability obligations and, at a minimum, to meet the maximum liability limits of Minnesota Statutes Chapter 466. This provision shall not be construed as a waiver of any immunity from liability under Chapter 466 or any other applicable law.

7. INDEPENDENT PARTIES

Notwithstanding any other formal, written agreements or contracts which may exist between COUNTY and CITY, nothing is intended or should be construed in any manner as creating or establishing the relationship of partners between the Parties hereto or as constituting either Party as the agent, representative, or employee of the other for any purpose or in any manner whatsoever. Each Party is to be and shall remain an independent contractor with respect to all services performed under this Agreement. Each Party will secure at its own expense all personnel required in performing services under this Agreement. Any personnel of a Party or other persons engaged in the performance of any work or services required by that Party shall have no contractual relationship with the other Party and will not be considered employees of the other Party. No Party shall be responsible for any claims related to or on behalf of the other Party's personnel, including without limitation, claims that arise out of employment or alleged employment under the Minnesota Unemployment Insurance Law (Minnesota Statutes Chapter 268) or the Minnesota Workers' Compensation Act (Minnesota Statutes Chapter 176), or claims of discrimination arising out of state, local, or federal law, against a Party, its officers, agents, contractors, or employees. Such personnel or other persons shall neither require nor be entitled to any compensation, rights, or benefits of any kind from the other Party, including, without limitation, tenure rights, medical and hospital care, sick and vacation leave, workers' compensation, unemployment compensation, disability, severance pay, and retirement benefits.

8. NONDISCRIMINATION

In accordance with COUNTY's policies against discrimination, POLICE DEPARTMENT shall not exclude any person from full employment rights or participation in, or the benefits of, any program, service or activity on the grounds of race, color, creed, religion, national origin, sex, gender expression, gender identity, age, disability, marital status, sexual orientation, or public assistance status. No person who is protected by applicable law against discrimination shall be subjected to discrimination.

9. NO THIRD PARTY BENEFICIARY

Except as herein specifically provided, no other person, customer, employee, or invitee of any Party or any other third party shall be deemed to be a third party beneficiary of any of the provisions herein.

10. DATA

COUNTY and POLICE DEPARTMENT, their officers, agents, owners, partners, employees, volunteers and subcontractors, shall abide by the provisions of the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, and all other applicable state and federal law, rules, regulations and orders relating to data privacy, confidentiality, disclosure of information, medical records or other health and enrollment information, and as any of the same may be amended, as well as the data and data sharing provisions set forth in Exhibit A. The terms of this paragraph shall survive the cancellation or termination of this Agreement.

11. RECORDS – AVAILABILITY/ACCESS

Subject to the requirements of Minnesota Statutes section 16C.05, subd. 5, the Parties, the State Auditor, or any of their authorized representatives, at any time during normal business hours, and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., of the Parties which are pertinent to the accounting practices and procedures of the Parties and involve transactions relating to this Agreement. The Parties shall maintain these materials and allow access during the period of this Agreement and for six (6) years after its expiration, cancellation or termination.

12. MERGER, MODIFICATION, AND SEVERABILITY

- A. The entire understanding between the Parties is contained herein and supersedes all oral agreements and negotiations between the Parties relating to the subject matter. All items that are referenced or that are attached are incorporated and made a part of this Agreement. If there is any conflict between the terms of this Agreement and referenced or attached items, the terms of this Agreement shall prevail.
- B. Any alterations, variations or modifications of the provisions of this Agreement shall only be valid when they have been reduced to writing as an amendment to this Agreement signed by the Parties. Except as expressly provided, the substantive legal terms contained in this Agreement including but not limited to Indemnification; Liability and Notice; Merger, Modification and Severability; Default and Cancellation/Termination or Minnesota Law

Governs may not be altered, varied, modified or waived by any change order, implementation plan, scope of work, development specification or other development process or document.

- C. If any provision of this Agreement is held invalid, illegal or unenforceable, the remaining provisions will not be affected.

13. DEFAULT AND CANCELLATION/TERMINATION

- A. If either Party fails to perform any of the provisions of this Agreement, fails to administer the work so as to endanger the performance of the Agreement or otherwise breaches or fails to comply with any of the terms of this Agreement, it shall be in default. Unless the Party's default is excused in writing by the non-defaulting Party, the non-defaulting Party may upon written notice immediately cancel or terminate this Agreement as to the defaulting Party or in its entirety.
- B. This Agreement may be canceled/terminated with or without cause by either Party upon thirty (30) days written notice. Either Party may immediately cancel or terminate this Agreement if the terminating party determines that the health and welfare of a member of the public is at risk. Upon cancellation/termination, property or surplus money, if any, acquired as a result of the operation of this Agreement shall be distributed to the Parties in proportion to contributions of the Parties.
- C. Either Party's failure to insist upon strict performance of any provision or to exercise any right under this Agreement shall not be deemed a relinquishment or waiver of the same, unless consented to in writing. Such consent shall not constitute a general waiver or relinquishment throughout the entire term of the Agreement.
- D. The above remedies shall be in addition to any other right or remedy available to either Party under this Agreement, law, statute, rule, and/or equity.

14. NOTICES

Unless the Parties otherwise agree in writing, any notice or demand which must be given or made by a Party under this Agreement or any statute or ordinance shall be in writing, and shall be sent registered or certified mail. Notices to COUNTY shall be sent to the County Administrator at the address given in the opening paragraph of this Agreement with copies to HSPHD as detailed below. Notice to POLICE DEPARTMENT shall be sent to the address stated in the opening paragraph of this Agreement with a copy as detailed below.

HSPHD:

Leah Kaiser
Director of Behavioral Health and Justice Strategies
Hennepin County
300 South 6th Street
Minneapolis, Minnesota 55487
leah.kaiser@hennepin.us

POLICE DEPARTMENT:

Mark Bruley
Police Chief
5400 85th Avenue North
Brooklyn Park, Minnesota 55443
Mark.Bruley@brooklynpark.org

15. SURVIVAL OF PROVISIONS

Provisions that by their nature are intended to survive the term, cancellation or termination of this Agreement do survive such term, cancellation or termination. Such provisions include but are not limited to: INDEPENDENT PARTIES; LIABILITY AND NOTICE; INSURANCE; DATA; RECORDS-AVAILABILITY/ACCESS; DEFAULT AND CANCELLATION/TERMINATION; MARKETING AND PROMOTIONAL LITERATURE; and MINNESOTA LAW GOVERNS.

16. MARKETING AND PROMOTIONAL LITERATURE

POLICE DEPARTMENT agrees that the terms, “Hennepin County” and “Hennepin County Human Services and Public Health Department”, the name of any elected official, or any derivatives thereof, shall not be utilized in any promotional literature or advertisements of any type without the express prior written consent of COUNTY.

17. MINNESOTA LAWS GOVERN

The laws of the state of Minnesota shall govern all questions and interpretations concerning the validity and construction of this Agreement and the legal relations between the Parties and their performance. The appropriate venue and jurisdiction for any litigation will be those courts located within the County of Hennepin, state of Minnesota. Litigation, however, in the federal courts involving the Parties will be in the appropriate federal court within the state of Minnesota.

(The remainder of this page intentionally left blank.)

The Parties hereto agree to be bound by the provisions set forth in this Agreement.

Reviewed for COUNTY by the County
Attorney's Office

Date: _____

COUNTY OF HENNEPIN
STATE OF MINNESOTA

By: _____
Chair of Its County Board

ATTEST: _____
Deputy/Clerk of County Board

Date: _____

By: _____
County Administrator

Date: _____

City of Brooklyn Park

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

POLICE DEPARTMENT and HSPHD staff will work collaboratively to prevent reoccurrences of crisis calls.

Roles and Responsibilities of Parties

POLICE DEPARTMENT will:

- A. Provide office space for the Senior Social Workers (SSWs);
- B. Run DSL lines at designated office space, as needed, if SSWs are otherwise unable to access to COUNTY network;
- C. Work with the HSPHD Social Work Unit Supervisor (SWUS) to establish criteria for referrals;
- D. Work with the SWUS to develop a referral process;
- E. Track referrals and repeat calls;
- F. Track mental health calls that involve weapons, use of force and transportation holds being written; and
- G. Accompany the SSWs to home visits as needed.

HSPHD will:

- A. Provide the SSWs with equipment that is necessary for completing their work. This includes, but is not limited to, laptop computer, cell phone, printer, computer monitor, docking station and office supplies;
- B. Supervise the SSWs staff providing services under this Agreement;
- C. Be responsible for transportation/mileage expenses for the SSWs. The SSWs will be responsible following the HSPHD transportation/mileage reimbursement policies;
- D. Provide short-term assistance to individuals in order to connect the individuals with internal and/or community resources to help meet their needs. Services will be provided in an ethical and culturally sensitive manner;
- E. After being assigned a case, complete a file clearance of the various systems to

determine if the individual is open to social services, county of financial responsibility, and public assistance programs;

- F. Meet the individual, assess the individual's needs, note formal and informal supports, and determine where gaps exist;
- G. Request new or updated diagnostic assessments as needed;
- H. Conduct an initial assessment that includes the risks to the safety and stability of the individual as well as the individual's ability to address such concerns. The SSWs will also evaluate the need for emergency services and if needed will assist in making those connections;
- I. Work with the individual to develop an initial plan that addresses gaps that exist in the individual's support system and will work with the individual to identify and connect with community resources. This plan will be signed by both the individual and the SSWs;
- J. Ensure that release of information forms are signed and that other paperwork is completed in a timely manner;
- K. Share individually identifiable information with law enforcement only when there is an ongoing emergency situation and the client information is necessary to protect the health or safety of the individual or other people and pursuant to applicable law. Information disclosed shall be limited to that necessary to address the emergency situation. During contact with individuals, the SSWs will make a reasonable attempt to obtain a Release of Information (ROI) signed by each individual served, in order to permit relevant information to be subsequently shared with POLICE DEPARTMENT. Without a ROI, individually identifiable information will be shared with POLICE DEPARTMENT only as previously described.
- L. Collect information needed to determine eligibility for community and/or county resources/services as needed. The SSWs will facilitate referrals to appropriate resources;
- M. Collaborate with other involved parties as indicated;
- N. Complete the necessary paperwork to transfer the individual to case management if the individual is eligible for COUNTY operated or contracted case management services;
- O. Document all client related activities; and

- P. Track Program data. Program data provided to POLICE DEPARTMENT will be aggregated and/or de-identified in a manner that ensures that no individual may be directly or indirectly identified in any manner.

Goals of the Embedded SSW Program include, but are not limited to:

- A. More timely engagement of SSWs with individuals;
- B. Increased use of community resources to support individuals;
- C. Increased use of public assistance programs;
- D. Increased use of non-urgent health care systems;
- E. Improved engagement of current service providers;
- F. Ongoing collaboration and learning between HSPHD and POLICE DEPARTMENT;
- G. Improving the quality of life for those who have encounters with law enforcement;
- H. Reducing use of force, injury or death to community members and officers;
- I. Reducing rate of arrests/prosecution of persons in mental health crisis and increase the number of persons who remain in community settings with services and supports;
- J. Creating cost-savings through reduction of incarceration and hospitalization resulting from mental health crisis;
- K. Reducing repeat calls and visits for the same issue;
- L. Improving efficacy of law enforcement response to emergency and non-emergency mental health issues; and
- M. Increasing public satisfaction with the response to mental health emergencies and other metrics developed utilizing key stakeholder and community input.

Exhibit B: Financial Information

HSPHD will invoice CITY for actual SSW expenses up to listed NTEs below for FTE funded by Justice COPS Grant.

During the period 3/1/23-12/31/23, 3.0 SSW FTE total with CITY’s budget supporting 2.0 SSW FTE and CITY’s Department of Justice COPS Grant supporting 1.0 SSW FTE

<u>Period</u>	<u># of SSW FTE</u>	<u>Not-to-Exceed Amounts (NTE)</u>
3/1/23-12/31/23	2.0	\$121,177 NTE (\$72,706 annually per SSW FTE from CITY budget)
3/1/23-12/31/23 COPS Grant)	1.0	\$98,863 NTE (from CITY’s Department of Justice COPS Grant)

During the period 1/1/24-12/31/2024, 3.0 SSW FTE total with CITY’s budget supporting 3.0 SSW FTE.

<u>Period</u>	<u># of SSW FTE</u>	<u>Not-to-Exceed Amounts (NTE)</u>
1/1/24-12/31/24	3.0	\$218,118 NTE (\$72,706 annually per SSW FTE from CITY budget)

City of Brooklyn Park Request for Council Action

Agenda Item:	4.4	Meeting Date:	February 13, 2023
Agenda Section:	Consent	Originating Department:	Operations and Maintenance
Resolution:	X	Prepared By:	Mark Becker, Street/Fleet Manager
Ordinance:	N/A		
Attachments:	4	Presented By:	Dan Ruiz, Director of Operations and Maintenance
Item:	Award the Bid for the 2023 Bituminous Overlay Project to Park Construction Company		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION #2023-____ TO AWARD THE BID FOR THE 2023 BITUMINOUS OVERLAY PROJECT TO PARK CONSTRUCTION COMPANY.

Overview:

The proposed bituminous overlay project is a continuation of the street maintenance and rehabilitation program, which began in 1993 to preserve/increase street life. The street studies by IMS, Braun-Intertec and staff and research by APWA, MnDOT, MN Local Road Research Board, counties and other cities have shown a benefit if bituminous overlays are performed when streets are in relatively fair condition. Overlays will not, however, rejuvenate a street that is in a severe problem condition.

The bituminous overlays are necessary to extend the useful life of existing streets in fair condition in Street/Utilities Maintenance District Two. The streets recommended for overlay were selected by condition study, review of other related infrastructure items and other relevant input. Approximately 13.95 miles of residential streets will be milled and overlaid along with five city parking lots, including curb, sidewalk and ADA ramp replacements. We are also assisting the Natureview Vista HOA with 0.41 miles of street rehabilitation at their expense.

The 2023 Bituminous Overlay Project O&M-SM-23-01 was advertised on January 12, 2023, in the Brooklyn Park Sun-Post. On February 7, 2023, eight (8) bids were received. The lowest responsible bid meeting specifications is from Park Construction Company in the amount of \$2,351,254.07 The project preliminary estimated cost was \$2,900,000.00.

Primary Issues/Alternatives to Consider:

- Should the Council award the bid as recommended?

This project is necessary to meet the goal to provide continuous infrastructure preservation and improvement and is recommended for contract award.

Budgetary/Fiscal Issues:

The project recommended bid cost of \$2,351,254.07 is within the preliminary estimate of \$2,900,000.00 and is included in the 2023-2027 Capital Improvement Plan. Expenditures for the street portion of this project will initially come out of the Construction Fund, but the Construction Fund will be reimbursed at the end of the year by franchise fee revenue. The Heritage Infrastructure Fund will be used to fund the five parking lot improvements.

Attachments:

- 4.4A RESOLUTION
- 4.4B BID TAB
- 4.4C MAP OF STREETS
- 4.4D MAP OF PARKING LOTS

RESOLUTION #2023-

RESOLUTION TO AWARD THE BID
FOR THE 2023 BITUMINOUS OVERLAY PROJECT
TO PARK CONSTRUCTION COMPANY

WHEREAS, the 2023 Bituminous Overlay Project was advertised in the Brooklyn Park Sun-Post on January 12, 2023; and

WHEREAS, on February 7, 2023, eight (8) bids were received; and

WHEREAS, the lowest responsible bid meeting specifications is from Park Construction Company for \$2,351,254.07; and

WHEREAS, the construction project, CIP #4001, is budgeted to be funded by the 2023 Construction Fund expenditure budget and reimbursed by franchise fee revenue at the end of the year, and the Heritage Infrastructure Fund budget for a total preliminary estimated cost of \$2,900,000.00; and

WHEREAS, the Bituminous Overlay Program is necessary to preserve/increase the useful life of existing streets and five parking lots.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Park to award the bid for the 2023 Bituminous Overlay Project to Park Construction Company in the amount of \$2,351,254.07.

CIP 4001-23 Bituminous Overlays on Various Streets and Four Parking Lots

Quest Number: 8363944

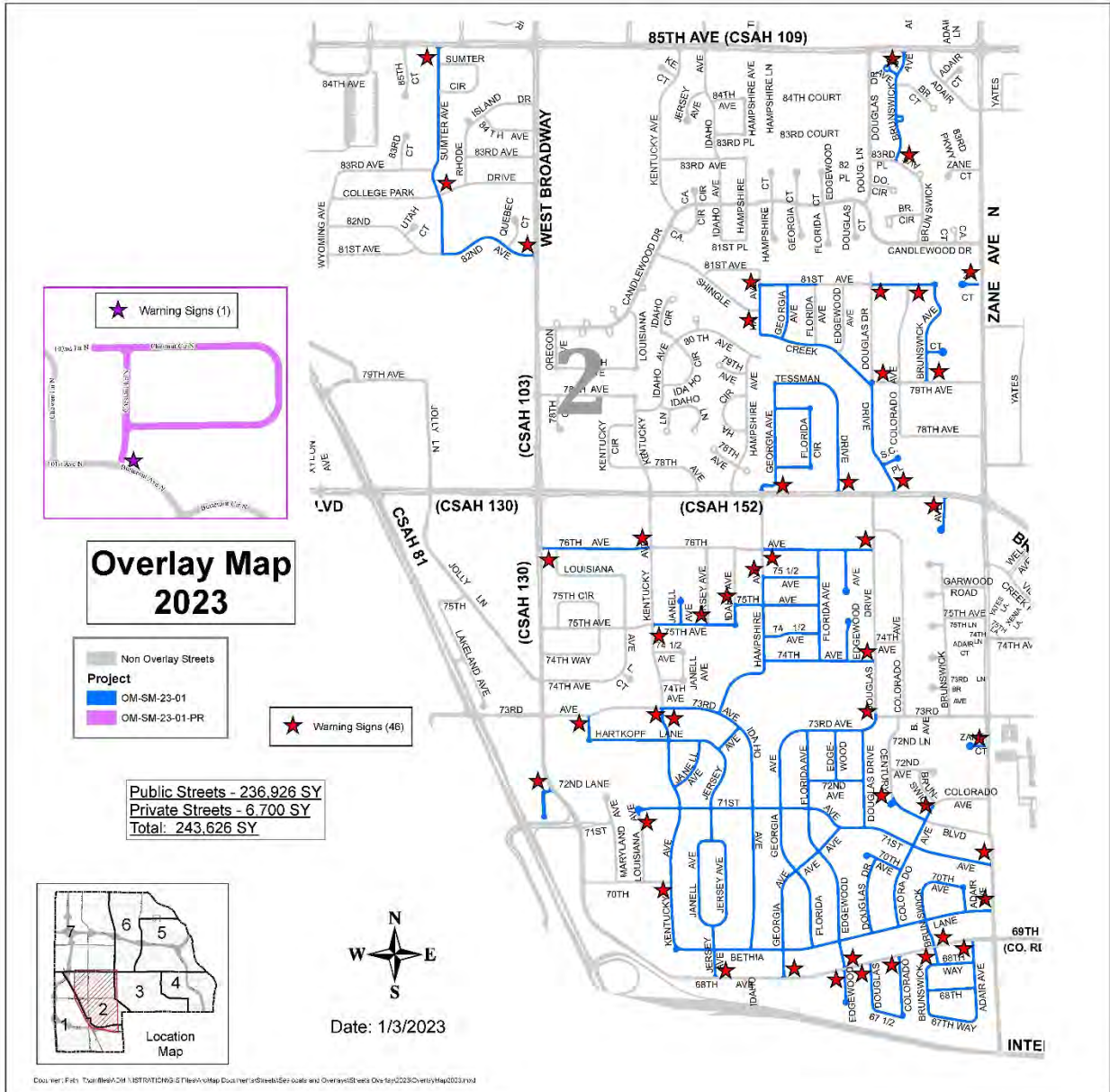
Owner Number: CIP 4001-23

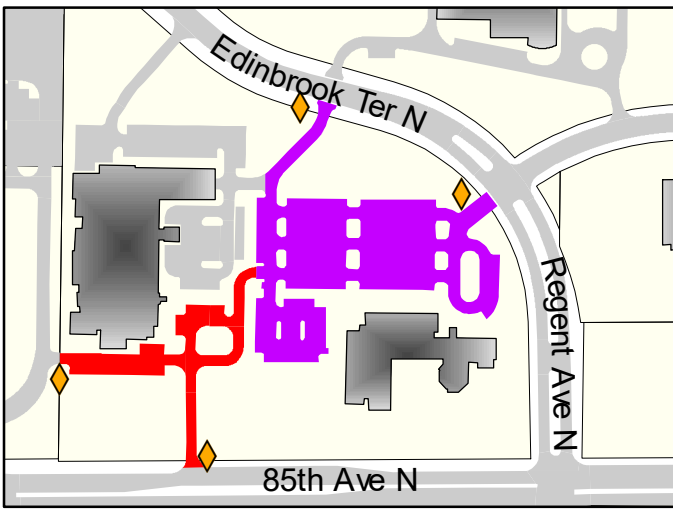
Closing Date: Tue, 02/07/2023 11:00 AM CST

Posting Type: Construction Project

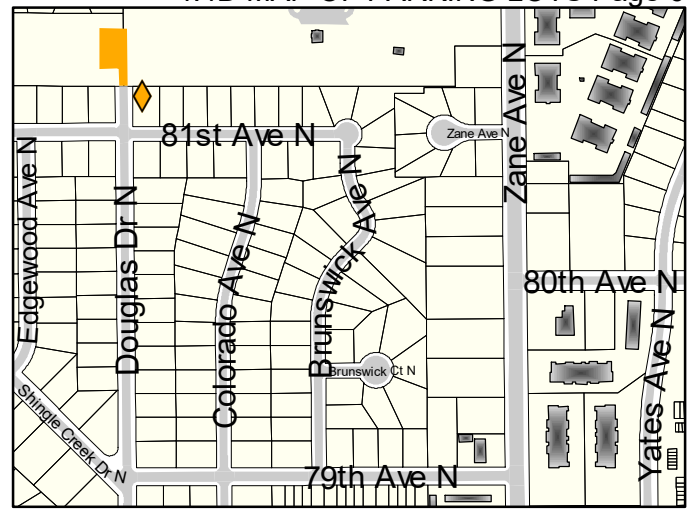
Owner Name:	Brooklyn Park MN, City of
Owner Contact:	Mr. Mark Becker
Owner Phone:	763-493-8009
Solicitor Name:	Brooklyn Park MN, City of
Contact:	Mr. Mark Becker
Email:	mark.becker@brooklynpark.org
Phone:	763-493-8009
Award Date:	
Comments:	
Award Status:	Pending
Letting Bid Tabulation:	View on vBid

Company	Contact	Phone	E-mail	Amount	Awarded	Comment
Park Construction Company	Michael Christianson	763-786-9800	estimating@parkconstructionco.com	\$ 2,351,254.07		
North Valley, Inc.	Les Bloom	763-274-2580	estimating@northvalleyinc.net	\$ 2,488,879.02		
GMH Asphalt Corporation	Estimator	952-442-5288	estimating@gmhasphalt.com	\$ 2,579,986.99		
Valley Paving, Inc	VPI Estimating	952-445-8615	estimating@valleypaving.com	\$ 2,592,205.00		
Northwest	Patty O'Reilley	952-445-1003	estimating@northwest-totalsite.com	\$ 2,662,747.38		
Asphalt Surface Technologies Corp.	Dale Strandberg	320-363-8500	astechquotes@gmail.com	\$ 2,694,091.58		
C.S. McCrossan Construction, Inc.	Estimator	763-425-4167	estimating@mccrossan.com	\$ 2,706,290.57		
OMG Midwest Inc. dba Minnesota Paving & Materials	Plan Room	763-428-8886	estimating@minnmpm.com	\$ 2,761,419.90		

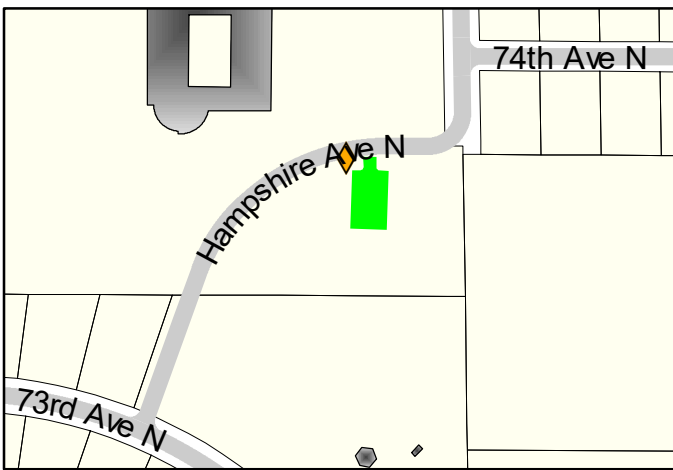




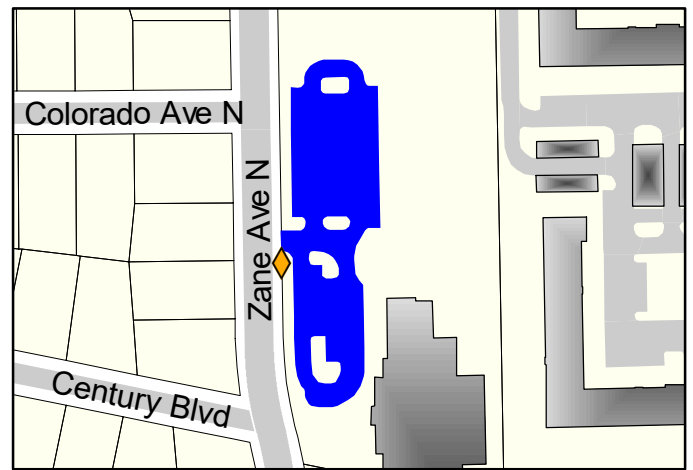
City Hall & Police Main Facility (S)



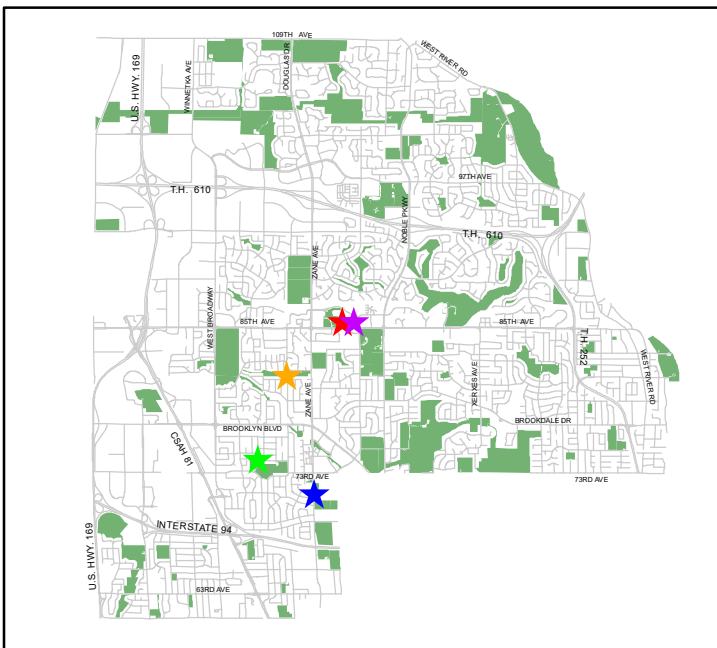
Hamilton Park (W)



Hartkopf Park (West)



Zanewood Park



CITY OF BROOKLYN PARK PARKING LOT OVERLAY 2023

Legend

- Police Main Facility (S) - 2,978 SY
- City Hall - 10,653 SY
- Hartkopf Park (West) - 718 SY
- Zanewood Park - 4,928 SY
- Hamilton Park (W) - 1,596 SY

Total for the 5 Lots - 20,873 SY

- Warning Sign Locations (7)

City of Brooklyn Park Request for Council Action

Agenda Item:	4.5	Meeting Date:	February 13, 2023
Agenda Section:	Consent	Originating Department:	Operations and Maintenance and Community Development
Resolution:	X	Prepared By:	Jeff Holstein, City Transportation Engineer
Ordinance:	N/A		
Attachments:	2	Presented By:	Jesse Struve, City Engineer
Item:	Approve Construction of an Off-Street Trail Along the East Side of Zane Avenue Between 63 rd Avenue and Brooklyn Boulevard		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION #2023-____ TO AMEND THE 2023-2027 CIP TO APPROVE CONSTRUCTION OF AN OFF-STREET TRAIL ALONG THE EAST SIDE OF ZANE AVENUE BETWEEN 63RD AVENUE AND BROOKLYN BOULEVARD.

Overview:

Zane Avenue currently includes sidewalks along both sides between 63rd Avenue and Brooklyn Boulevard with the exception of the segment between 69th and 73rd Avenues, which has an off street trail along the east side. The City's Pedestrian and Bike Plan recommends upgrading the remaining sidewalk segments along the east side of Zane Avenue between 63rd Avenue and Brooklyn Boulevard to an off-street trail. This segment is ranked as one of the highest trail priorities within the city because of the number of walkers and bikers in this area, particularly school children, and the need for equitable and alternative transportation mode choices for this underserved area.

The City applied for federal Community Project Funding (CPF) through Congressman Dean Phillips office to help accelerate and fund the construction of the Zane Avenue Trail. The City was recently notified that we were awarded \$874,400 in CPF for the trail. The trail project includes the installation of a rapid rectangular flashing beacon (RRFB) at the existing Zane Avenue / Shingle Creek Trail crossing to improve safety. The total construction cost of the trail and the RRFB is estimated as \$1,093,000.

The City is required to provide the 20% local match (\$218,600) for the construction. The City is planning to administer the project, prepare the design plans and provide the construction engineering in-house. However, the environmental document and special design expertise for the RRFB and the drainage structure near 64th Avenue are expected to cost approximately \$40,000 in consultant design fees. There will also be some right of way acquisition and legal fees required to complete the project. These are estimated at \$10,000. Thus, the unfunded portion of the Zane Avenue Trail project is currently estimated at approximately \$268,600.

Staff recommends the City Council approve funding the currently unfunded portion of the Zane Avenue Trail Project between 63rd Avenue and Brooklyn Boulevard. Most of these funds would be expected to be expended in 2024 when the trail project is constructed, but approximately \$50,000 in expenditures would be expected in 2023.

Primary Issues / Alternatives to Consider: N/A

Budgetary / Fiscal Issues:

The 2023-2027 CIP does not include funds for the construction of the Zane Avenue Trail project. Funding for this project is expected from a variety of sources with the vast majority from Municipal State Aid funds.

Attachments:

- 4.5A RESOLUTION
- 4.5B LOCATION MAP

RESOLUTION #2023-

RESOLUTION TO AMEND THE 2023-2027 CIP TO APPROVE CONSTRUCTION
OF AN OFF-STREET TRAIL ALONG THE EAST SIDE OF ZANE AVENUE BETWEEN
63RD AVENUE AND BROOKLYN BOULEVARD

WHEREAS, the City's Pedestrian and Bike Plan recommends conversion of the existing sidewalk segments along the east side of Zane Avenue between 63rd Avenue and Brooklyn Boulevard to an off-street trail; and

WHEREAS, City staff have ranked this conversion as one of the highest sidewalk and trail priorities within the City; and

WHEREAS, City staff have applied for and received federal funding for the vast majority of the project cost and staff have identified potential funding sources for providing the unfunded portion.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Park to amend the 2023-2027 CIP to approve construction of an off-street trail along the east side of Zane Avenue between 63rd Avenue and Brooklyn Boulevard.

City of Brooklyn Park Request for Council Action

Agenda Item:	4.6	Meeting Date:	February 13, 2023
Agenda Section:	Consent	Originating Department:	Operations and Maintenance
Resolution:	X	Prepared By:	Greg Hoag, Park and Building Maintenance Manager
Ordinance:	N/A		
Attachments:	2	Presented By:	Dan Ruiz, O&M Director Greg Hoag
Item:	Award a Three-Year Contract Extension for Tree Injection Services for Emerald Ash Borer Project to Rainbow Tree Care for 2023-2025		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION #2023-____ TO AWARD A THREE-YEAR CONTRACT EXTENSION FOR TREE INJECTION SERVICES FOR EMERALD ASH BORER PROJECT TO RAINBOW TREE CARE FOR 2023-2025.

Overview:

A request for bids was advertised in the Sun Post on July 12, 2018, for tree injection services for Emerald Ash Borer. Bids were opened on July 24, 2018. One bid was received from Rainbow Tree Care. Bidders were asked to provide a cost per Diameter Inch (DBH) to inject ash trees on city property, as well as provide a cost per DBH for private property owners. On August 27, 2018, the City Council Awarded the bid to the lowest responsible bidder Rainbow Tree Care at a cost of \$3.75 per DBH for trees on city property and \$5.75 per DBH for private trees. On September 28, 2020, the City Council awarded a two-year contract extension at the 2018 prices. Staff is now requesting an additional contract three-year extension to Rainbow Tree Care with pricing of \$4.05 per DBH for trees on city property and \$7.25 per DBH for private trees.

Private property owners are not required to use Rainbow Tree Care; however, if they do choose to use them, they will be eligible to receive a discounted rate for this service. Staff is recommending a three-year extension based on excellent performance from the contractor.

Primary Issues/Alternatives to Consider:

Operations and Maintenance staff is recommending Council award of a three-year contract extension to Rainbow Tree Care.

Budgetary/Fiscal Issues:

Funding for this project will come from the Heritage Infrastructure fund CIP Project No. 2060.

Attachments:

- 4.6A RESOLUTION
- 4.6B RAINBOW TREE CARE LETTER

RESOLUTION #2023-

RESOLUTION TO AWARD A THREE-YEAR CONTRACT EXTENSION FOR TREE INJECTION SERVICES FOR EMERALD ASH BORER PROJECT TO RAINBOW TREE CARE FOR 2023-2025

WHEREAS, a request for bids was advertised in the Sun Post on July 12, 2018, for tree injection services for Emerald Ash Borer; and

WHEREAS, the lowest responsible bid price was from Rainbow Tree Care with a per diameter inch (DBH) cost of \$3.75 for city trees and a cost of \$5.75 for private trees; and

WHEREAS, the bid pricing was good for two (2) years, 2019-2020, from Rainbow Tree Care; and

WHEREAS, on August 27, 2018 the City Council approved this contract; and

WHEREAS, the contract also included a provision for a two-year extension with excellent performance; and

WHEREAS, on September 28, 2020 the City Council approved a two-year contract extension; and

WHEREAS, Rainbow Tree Care has been an excellent partner with the city since 2018; and

WHEREAS, the mission of the Operations and Maintenance Department is to provide a safe, attractive, long-lived forestry program with economical operations and low-cost maintenance; and

WHEREAS, this project is identified in the 2023-2027 CIP as project No. 2060 with funding from the Heritage Infrastructure Fund.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Park to award a three-year contract extension for tree injection services for Emerald Ash Borer to Rainbow Tree Care for 2023-2025.



February 3, 2023

Greg Hoag
8300 Noble Ave. N.
Brooklyn Park, MN 55443
Sent via e-mail to:
greg.hoag@brooklynpark.org

Re: Interest in Renewal of Professional Services

Dear Mr. Hoag:

I am writing to inform you of Rainbow Treecare's interest in extending our Agreement for Professional Services with the City of Brooklyn Park, originally approved by City Council on August 27, 2018, for an additional three years (2023 - 2025). Rainbow Treecare will maintain all current Tree Injection Project elements outlined in our current contract, with updated costs. Those costs will be as follows:

- \$4.10 per diameter inch— City property ash tree injection with Emamectin benzoate
- \$7.25 per diameter inch— Private property ash tree injection with Emamectin benzoate

In addition to updated costs, Ryan Spencer will replace Jeff Hafner as supervisor for this contract.

Rainbow Treecare (RTC) has a widespread reputation as Minnesota's premier arboriculture company. No other company in the State can offer our depth of skill, experience, and knowledge of emerald ash borer (EAB). We are fully prepared to maintain our current partnership with the City of Brooklyn Park to continue this important project.

Respectfully,

A handwritten signature in black ink, appearing to read "Ryan Spencer".

Ryan Spencer
Municipal Consulting Arborist
Rainbow Treecare
952-217-9776

City of Brooklyn Park Request for Council Action

Agenda Item:	4.7	Meeting Date:	February 13, 2023
Agenda Section:	Consent	Originating Department:	Operations and Maintenance Engineering Services Division
Resolution:	X	Prepared By:	Jason Ives, Senior Project Manager
Ordinance:	N/A		
Attachments:	2	Presented By:	Jesse Struve, P.E. City Engineer
Item:	Accept Bids and Award Contract for 2023 Street Reconstruction Project, CIP 4003-23		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION #2023-____ ACCEPTING BIDS AND AWARDING CONTRACT IN THE AMOUNT OF \$2,616,241.22 TO NORTHERN LINES CONTRACTING OF HANOVER, MINNESOTA FOR 2023 STREET RECONSTRUCTION PROJECT, CIP 4003-23.

Overview:

Operations and Maintenance (O&M) staff rate the condition of city roadways on an annual basis. Based on these ratings, O&M has an extensive pavement rehabilitation program that utilizes seal coating, overlays, and mill and overlay methods to extend the life of the city's roads. Unfortunately, even with proper maintenance, roadways eventually need to be reconstructed.

Based on the annual street condition assessments, an area in the Birch Grove and Norwood neighborhoods need rehabilitation beyond the city's normal maintenance plan. The adopted 2023-2027 Capital Improvement Plan (CIP) includes this area to be reconstructed.

The plans address deficiencies in existing utilities and proposed design considerations and alternatives. Staff held two neighborhood meetings prior to bringing the plans to the Council. The first meeting was oriented toward listening to resident concerns (drainage, sight lines, etc.) and the second meeting gave staff the opportunity to communicate with the residents about the proposed plans and impacts to properties. There are concerns throughout the project with watermain breaks and road grade issues. Staff has analyzed the project and determined a full replacement of the road section along with watermain, sanitary sewer and storm sewer improvements are necessary, cost-effective, and feasible from an engineering standpoint.

Bids were opened on February 2, 2023, with ten bids received. Bids ranged from \$2,616,241.22 to a high of \$3,836,229.27. The lowest responsible bidder is Northern Lines Contracting in the amount of \$2,616,241.22. They have been a prime contractor and subcontractor on numerous projects similar in size and scope of this project. We have called references that include the City of Maple Grove, Kanabec County, and WSB consulting firm and verified they have completed similar projects. The 2023-2027 Capital Improvement Plan includes \$4,000,000 for a reconstruction project.

Staff recommends the City Council award the contract to Northern Lines Contracting.

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues:

This project is scheduled for a 2023 completion and, in accordance with City policies, these costs will be paid for utilizing the Franchise Fee Funds, Water Utility Funds, Sanitary Sewer Utility Funds and Storm Sewer Utility Funds.

Attachments:

4.7A RESOLUTION

4.7B 2023 STREET RECONSTRUCTION PROJECT LOCATION MAP

RESOLUTION #2023-

RESOLUTION ACCEPTING BIDS AND AWARDING CONTRACT
TO NORTHERN LINES CONTRACTING OF HANOVER, MINNESOTA
FOR 2023 STREET RECONSTRUCTION PROJECT, CIP 4003-23

WHEREAS, the City Engineer has prepared plans and specifications for the following improvements to wit:

CIP 4003-23: Street and Utility Reconstruction in the Birch Grove and Norwood neighborhoods.

Bids were received, opened, and tabulated according to law and the following bids were received complying with the advertisement:

<u>BIDDER</u>	<u>TOTAL AMOUNT OF BID</u>
NORTHERN LINES CONTRACTING	\$2,616,241.22
S R WEIDEMA	\$2,882,618.43
LATOUR CONSTRUCTION, INC.	\$2,919,138.54
DAVE PERKINS CONTRACTING INC.	\$2,966,207.10
NORTHWEST	\$3,135,392.16
NORTHDAL CONSTRUCTION COMPANY, INC.	\$3,180,582.27
DOUGLAS-KERR UNDERGROUND, L.L.C.	\$3,188,272.46
NEW LOOK CONTRACTING, INC.	\$3,612,088.25
PARK CONSTRUCTION COMPANY	\$3,643,300.95
MEYER CONTRACTING INC.	\$3,836,229.27
Engineer's Estimate	\$3,196,503.28

and;

WHEREAS, the City Manager recommends award of contract to Northern Lines Contracting of Hanover, MN as the lowest responsible bidder.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Park.

1. The Mayor and Manager are hereby authorized and directed to enter into a contract with Northern Lines Contracting of Hanover, MN in the name of the City of Brooklyn Park for the improvements aforesaid according to the plans and specifications thereof approved by the Council and on file in the office of the Clerk.

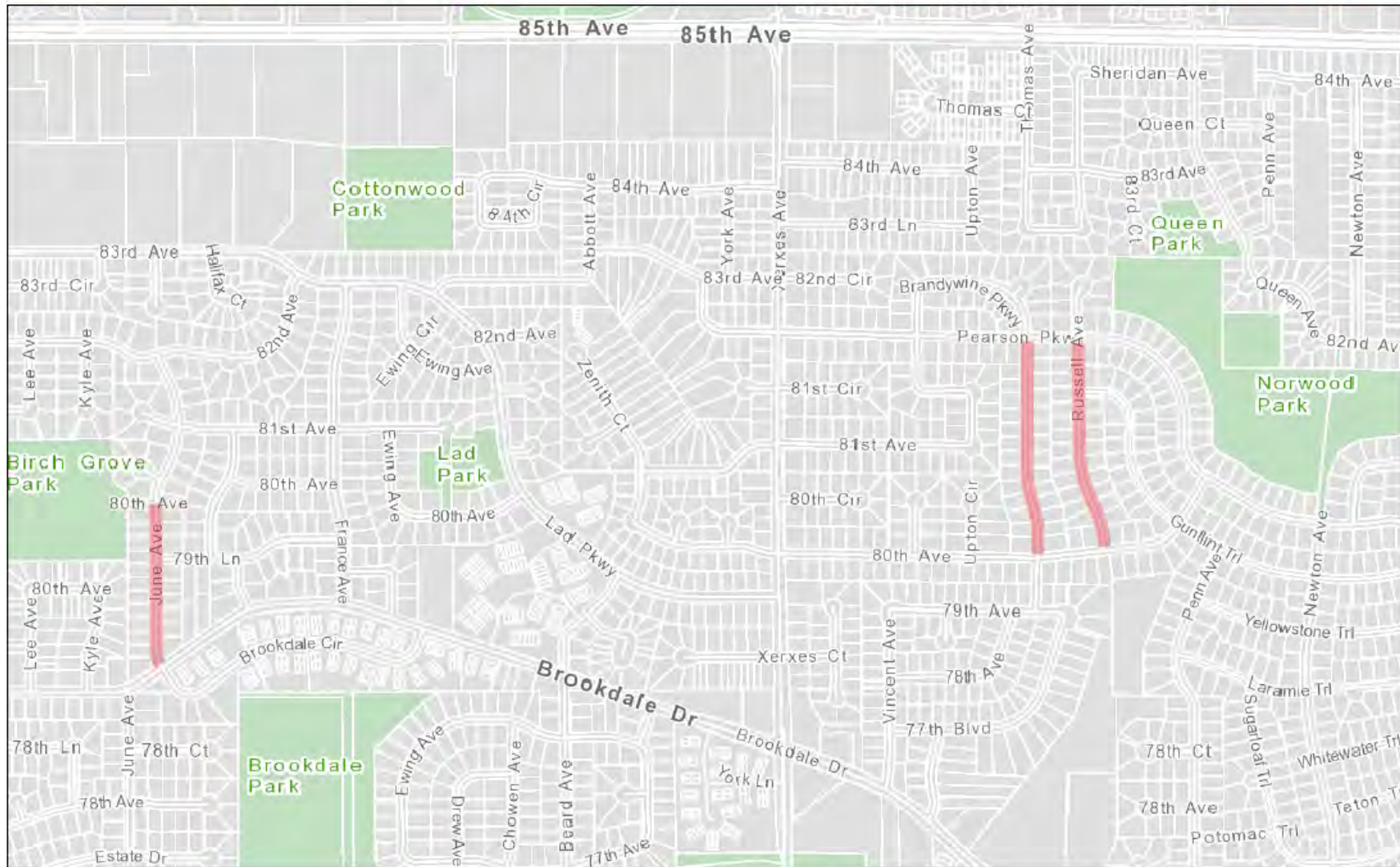
CityView map

9/21/2021

CIP 4003-23 2023 Reconstruction Project:

Russell Avenue - 80th Ave to Pearson Pkwy
Brandywine Pkwy - 80th Ave to Pearson Pkwy
June Avenue - Brookdale Dr to 80th Ave

Brooklyn Park
Unique.
Unifed.
Undiscovered.



Map Scale = 1: 9,524

794 ft  1 in

Map provided by the City of Brooklyn Park, MN. This map is for general reference only. It is not for legal, engineering, or surveying use. Please contact the sources of the information if you desire more details. www.brooklynpark.org

City of Brooklyn Park Request for Council Action

Agenda Item:	4.8	Meeting Date:	February 13, 2023
Agenda Section:	Consent	Originating Department:	Operations and Maintenance Engineering Services Division
Resolution:	X	Prepared By:	Jesse Struve, City Engineer
Ordinance:	N/A		
Attachments:	2	Presented By:	Jesse Struve
Item:	Accept Petition and Order Public Hearing for Vacation of a Drainage and Utility Easement		

City Manager's Proposed Actions:

1. MOTION _____, SECOND _____, TO RECEIVE AND PLACE ON FILE THE PETITION FOR VACATION OF A DRAINAGE AND UTILITY EASEMENT.
2. MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION #2023-_____ ORDERING A PUBLIC HEARING FOR VACATION OF A DRAINAGE AND UTILITY EASEMENT.

Overview:

Ryan Companies submitted a petition for the vacation of a drainage and utility easement located by the intersection of Colorado Avenue and 94th Avenue. Ryan Companies is replatting this parcel into two lots and will expand the easement area needed.

A public hearing is scheduled to be held on February 27, 2023, for Council's review of the proposed vacation. Prior to the hearing, staff will notify the utility companies of the petitioner's request so they can provide input on the proposed vacation.

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues: N/A

Attachments:

- 4.8A RESOLUTION
- 4.8B PROPOSED EASEMENT VACATION AREA

RESOLUTION #2023-

RESOLUTION ORDERING A PUBLIC HEARING FOR VACATION
OF A DRAINAGE AND UTILITY EASEMENT

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Park that a public hearing be held on the 27th day of February 2023 at 6:00 p.m. in the Council Chambers of City Hall at 5200 85th Avenue North to consider the vacation of a drainage and utility easement.

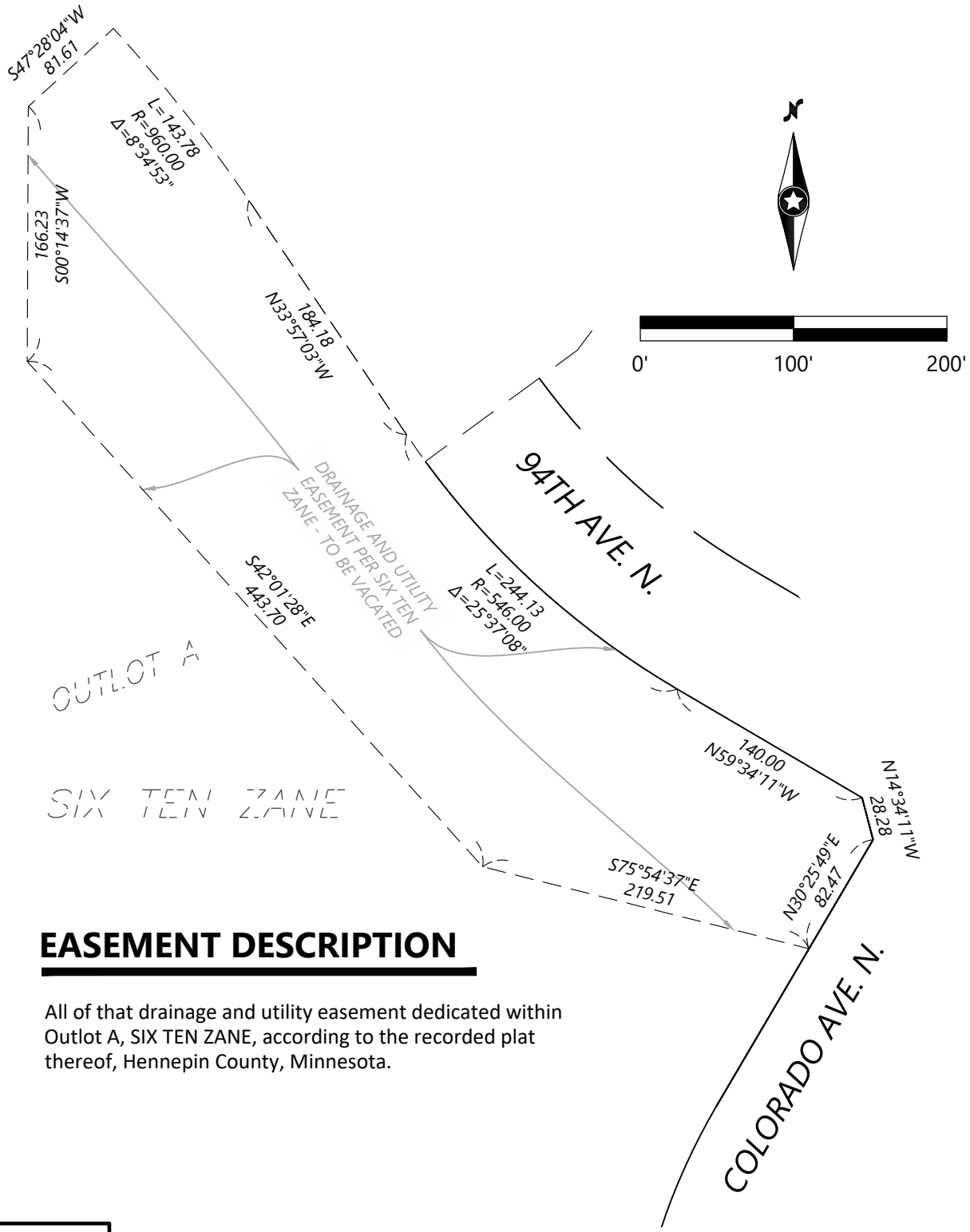
Parcel Description:

Six Ten Zane Outlot A, according to the recorded plat thereof, Hennepin County, Minnesota.

Easement Vacation Description:

Vacating all of the drainage and utility easement over, under and across that part of Six Ten Zane Outlot A, according to the recorded plat thereof, Hennepin County, Minnesota, lying south of a line described as commencing at the northwest corner of said Outlot; hence South 47 degrees 28 minutes 04 seconds West along the west line of said Outlot A a distance of 143.78 feet to the point of beginning of said line; thence North 33 degrees 57 minutes 03 seconds West a distance of 184.18 feet to the east line of said Outlot A and there terminating.

BE IT FURTHER RESOLVED that the City Clerk be directed to file the proper legal notice of such hearing in the manner required by law.



EASEMENT DESCRIPTION

All of that drainage and utility easement dedicated within Outlot A, SIX TEN ZANE, according to the recorded plat thereof, Hennepin County, Minnesota.

DESIGNED:
CHECKED:	CA
DRAWN:	AM
FIELD CREW:
FIELD WORK DATE:

Call 48 Hours before digging:
811 or call811.com
Common Ground Alliance

SIX TEN ZANE
BROOKLYN PARK, MN

Westwood

Phone (320) 253-9495 1900 Medical Arts Ave S, Suite 100
 Fax (320) 358-2001 Sartell, MN 56377
 Toll Free (800) 270-9495 westwoodps.com
 Westwood Professional Services, Inc.

EASEMENT
VACATION
EXHIBIT

SHEET NUMBER:

1 OF 1

DATE: 1/26/23

PROJECT NUMBER: 0042593.00

N:\1\0042593.00\DWG\SURVEY\0042593.00_V-ES_POND_EASEMENT VACATION EXHIBIT.DWG

City of Brooklyn Park Request for Council Action

Agenda Item:	5.1	Meeting Date:	February 13, 2023
Agenda Section:	Public Hearings	Originating Department:	Community Development
Resolution:	N/A	Prepared By:	John Kinara, Housing and Redevelopment Coordinator
Ordinance:	N/A		
Attachments:	3	Presented By:	John Kinara
Item:	Public Hearing for Preliminary Allocation of Fiscal Year (FY) 2023/2024 Community Development Block Grant (CDBG) Program Funds and Appointment of Representative to CDBG Public /Human Services Selection Committee		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO APPROVE PRELIMINARY ALLOCATION OF FISCAL YEAR 2023/2024 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM FUNDS AND APPOINTING JOHN KINARA TO REPRESENT BROOKLYN PARK ON THE HENNEPIN COUNTY CDBG PUBLIC/HUMAN SERVICES SELECTION COMMITTEE.

Overview:

The city of Brooklyn Park is part of the Urban Hennepin County Community Development Block Grant (CDBG) Program. CDBG is a population and needs based federal grant program from the US Department of Housing and Urban Development (HUD). The City's relationship with Hennepin County allows the County to administer the grants and ensure federal compliance through a Joint Cooperation Agreement (JCA) adopted between the County and the City, which is renewed every three (3) years.

The City Council sets the use of CDBG funds in two steps, a public hearing and preliminary approval and final approval in late February for the upcoming program year. HUD requires a public hearing for the purpose of soliciting comments from the community on the proposed use of these funds. The FY2023/2024 CDBG allocation available for allocation for Brooklyn Park is approximately **\$382,500** after subtracting 12-percent for Administration Fee and 15-percent for Public Services funding. In addition, it is estimated that **\$49,000** in program income generated from previously funded CDBG activities will be available to the city for reallocation.

In accordance with HUD requirements, up to 15-percent of the funds, or an estimated \$60,000, can be directed to public/human service activities. Hennepin County CDBG selection committee will allocate the public/human service activity for all communities within the Urban Hennepin County JCA. The City appoints a representative to this selection committee which is proposed as the Housing and Redevelopment Coordinator, John Kinara.

Table 1: FY2023 CDBG Funds Available

Program Funds	Estimated FY2023 CDBG Allocation
FY2023 CDBG Allocation for locally directed programming	\$382,500
FY2023 Program Income	\$49,000
Total amount available for City directed programming	\$431,500

Primary Issues/Alternatives to Consider:

- **How is the CDBG amount determined?**

HUD allocates CDBG funds to communities based on a distribution formula. HUD considers a community's population, individuals with incomes at or below the poverty level, and the number of overcrowded housing units to determine grant amounts. Poverty data is a double-weighted factor.

The City's proposed allocation of \$431,500 is an estimate provided by Hennepin County and may change, up or down, per HUD's final announcement around July 1, 2023. A provision in the final resolution will address any major change in funding.

- **How does the City allocate CDBG funds?**

The City has participated in the CDBG program for the past 41 years and historically the City Council has allocated the major portion of the funds for EDA and Council approved housing and redevelopment projects. In addition, the City Council has also supported community public/human service programs through utilization of 15-percent of CDBG funds, the maximum allowed by HUD for that purpose.

Eligible CDBG projects are those that meet at least one of three national program objectives. The objectives are activities benefiting low- and moderate-income households; activities preventing or eliminating slums or blight; and/or, projects meeting community development needs with a specific urgency.

- **How are public/ human services funds awarded?**

Per the Joint Cooperative Agreement between the City and the County, the City pools its public service funds with other cities in the County. A County-based selection committee will award funds retained for public service activities on a competitive request for proposal basis. The County will invite one representative from each Direct Allocation City under the JCA to participate on the Selection Committee. Staff requests an action by the City Council to appoint this representative. Staff recommends John Kinara to serve on this committee.

In the FY2022, \$413,242 in public service funds were available under the JCA consortium. Twenty public service agencies requested a total of \$1.1 million. The average award was \$30,000, with awards ranging from \$10,000 to \$70,000. A total of 11 organizations were funded. Six of these organizations serve the residents of Brooklyn Park and other northwestern suburbs in different programming activities.

On January 17, 2023, Hennepin County issued a Request for Proposals (RFP) for the 15-percent of CDBG directed to public/human service activities. All registered non-profit organizations operating in Brooklyn Park may submit applications for CDBG funds. The submission of applications to the County are due on March 2, 2023. The Selection Committee will meet in April to review and score all the submitted applications before making funding recommendations to the County Board for the Annual Action Plan approval expected in June 2023.

- **What locally directed programs are proposed to be funded?**

Staff recommends using the non-public service funds totaling \$431,500 for the programs described in Table 2, which details the CDBG funding allocations made in FY2022 and proposed funding allocations for FY2023. The proposed allocations for FY2023 aim to meet HUD expectations to serve multiple income groups and areas in the community as the objectives of Hennepin County's Consolidated Plan.

Table 2: FY2023 CDBG Proposed Program Activities

Program Activity	FY2022 Funds Awarded	FY2023 Proposed Funding
Home Rehabilitation Deferred Loans	\$322,500	\$314,000
Environmental Health	\$17,500	\$17,500
Teen Center	\$0	\$100,000
TOTAL	\$340,000	\$431,500

Home Rehabilitation Deferred Loan Program**\$314,000**

Staff recommends allocating \$314,000 to the Home Rehabilitation Deferred Loan Program. Administered in partnership with Hennepin County, this program provides financial resources to single-family homeowners for capital improvements and emergency repairs. The program allows homeowners who earn 80-percent of the Area Median Income or less to receive a forgivable loan to make interior and exterior improvements such as new furnaces, windows, siding as well as some kitchen renovations. The Home Rehabilitation Deferred Loan Program provides zero interest loans without any monthly payments and is entirely forgiven if the borrower maintains ownership and occupancy for 10 years.

Under the current program guidelines, qualifying Brooklyn Park homeowners receive between \$1,000 and \$20,000 in a deferred loan. In the fiscal year 2022 about \$277,000 was awarded to 24 homeowners, with 300 more homeowners still on the waiting list. The average amount awarded to qualifying homeowners was about \$15,000. The waiting list is a general entry of all homeowners looking for funding to reinvest in their homes. Some of the homeowners on the waiting list do not meet the criteria for funding, while others are directed to Minnesota Housing Finance Agency or Center for Energy and Environment for funding. The typical waiting list period is about two years because the funds are limited, and the demand is high.

Environmental Health**\$17,500**

The Environmental Health Division of Community Development continues to handle high levels of code compliance activities in the neighborhoods. From FY2011 – FY2022, the City has allocated CDBG funds for increased environmental health focus within designated census tracts of the City. The need for additional staff continues in 2023 to proactively manage the high number of code violations and to track and monitor any vacant and under-maintained properties. Staff proposes to continue using existing environmental health staff in this effort and to allocate CDBG funds for this purpose in order to allow for extra support in eligible neighborhoods. The approved 2023 budget included the anticipated use of CDBG funds in this manner.

Teen Center**\$100,000**

The Youth and Teen Recreation Center was identified as a priority of the 2018 Park Bond Referendum. The Zanewood Recreation Center has served the community for more than twenty years, but as the demand has increased, the facility is no longer large enough to support all of program needs. A new Youth and Teen Recreation Center would be a hub for youth and teen activities as well as daily drop-in activity. Positive youth development programs strengthen young people's sense of identity, belief in the future, self-regulation, and self-efficacy as well as their social, emotional, cognitive, and behavioral competence.

The concept planning and pre-design work for the expansion of the existing facility, or the construction of a new facility, started early in 2023. Creating space for arts programs, workforce development, music studio production, homework assistance, drop-in activities, fitness activities and youth outreach are all part of the vision for the new space.

While the Park Bond Referendum identified \$2M of funding for Youth and Teen Recreation Center, inflation and rising material costs have limited the amount of new or renovated space that can be created. The Recreation and Parks Department is seeking \$100,000 in Community Development Block grants to help support the envisioned reconstruction work of the existing Zanewood Center to provide additional capacity for youth programming work in the community.

Staff Analysis

The proposed CDBG allocations are designed to be a part of a comprehensive community development strategy, which includes both "bricks and mortar" projects as well as programs and projects designed to support some of the social service needs of City residents. Each of the programs offer specific benefits to low- and moderate-income households, youth, or assists in the clearance of slum and blight, as required by the national CDBG program objectives.

The City Council has discretion on suggested funding allocations. Staff will evaluate any proposed changes to the allocations presented in this report for consistency with CDBG guidelines and report any findings at the February 24 Council meeting.

Budgetary/Fiscal Issues:

The CDBG program is a federally funded program and has no impact to the City's budget, except for the budgeted City staff time needed to receive and allocate funds and administer CDBG-funded programs.

Attachments:

- 5.1A MARKETING FLYER FOR CDBG 2023
- 5.1B PUBLIC HEARING NOTICE
- 5.1C REQUEST FOR PROPOSAL (RFP) 2023

Community Development Block Grant for Social Service Organizations



Granting help to serve others

Social service providers who serve Brooklyn Park residents can now apply for 2023. Community Development Block Grant funds from Hennepin County.

Amount of grant

Minimum request of \$7,500

Requirements to apply

- Interested organizations must have 501(c)(3) status to apply
- Activities must benefit low- to moderate-income households in Brooklyn Park

Application Timeline

Applications accepted February 1 through March 2 by 3:00pm.

How to apply

- Visit Hennepin County Website [Supplier Public \(hennepin.us\)](https://www.hennepin.us)
- Complete and submit a signed application to Hennepin County
- Submit a copy of your agency/organization's 501(c)(3) letter

More information

Contact John Kinara
john.kinara@brooklynpark.org

John Kinara
Housing and Redevelopment
Coordinator
763-493-8054
john.kinara@brooklynpark.org

City of Brooklyn Park
City Hall
5200 85th Ave. N.
Brooklyn Park, MN 55443

Tonja West-Hafner
Program Analysis Supervisor
Hennepin County
612-348-2599
tonja.west-hafner@hennepin.us

Ad Proof

Not Actual Size



-Public Notice Ad Proof-

This is the proof of your ad scheduled to run on the dates indicated below. Please proof read carefully. If changes are needed, please contact us prior to deadline at Cambridge (763) 691-6000 or email at publicnotice@apgecm.com

<p>Date: 01/25/23</p> <p>Account #: 412480 Customer: CITY OF BROOKLYN PARK</p> <p>Address: 5200 85TH AVE N BROOKLYN PARK</p> <p>Telephone: (763) 493-8180 Fax:</p>	<p>Publications: SP Brooklyn Ctr/Brooklyn Park</p>
<p>Ad ID: 1289495 Copy Line: Feb 13 PH 2023 Urban Block Gra</p> <p>PO Number: Start: 02/02/23 Stop: 02/02/2023</p> <p>Total Cost: \$143.00 # of Lines: 56 Total Depth: 6.32 # of Inserts: 1</p> <p>Ad Class: 150 Phone # (763) 691-6000 Email: publicnotice@apgecm.com Rep No: SE700</p>	

**CITY OF BROOKLYN PARK
NOTICE OF PUBLIC HEARING
2023 URBAN HENNEPIN COUNTY
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

Notice is hereby given that the City of Brooklyn Park in cooperation with Hennepin County, pursuant to Title I of the Housing and Community Development Act of 1974, as amended, is holding a public hearing on **February 13, 2023, at 6.00 p.m.** in the Council Chambers located at 5200 85th Avenue North, Brooklyn Park, MN 55443.

The public hearing is on the housing and community development needs and the City's proposed use of the 2023 Urban Hennepin County Community Development Block Grant Program funding allocation of about **\$382,500**.

In addition, between July 1, 2023 to June 30, 2024, it is estimated that **\$49,000** in program income generated from previously funded CDBG activities will be available to the city.

The City of Brooklyn Park is proposing to undertake the following activities with 2023 Urban Hennepin County CDBG funds starting on or about July 1, 2023.

Proposed Program Activity	Proposed Budget
Home Rehabilitation Deferred Loan Program	\$314,000.00
Code Enforcement Program	\$17,500.00
Teen Center	\$100,000.00
Total	\$431,500.00

For additional information on the priorities, proposed activities, level of funding, and program performance contact the City of Brooklyn Park at 763-493-8054 or the Hennepin County Housing Department at **612-348-2205**.

The public hearing is being held pursuant to MS 471.59.

Members of the public who desire to give input or testimony during the meeting may do so in person or by texting City Clerk Devin Montero at 763-439-1883 or emailing him at devin.montero@brooklynpark.org (Subject line: "Council Testimony").

If you need these materials in an alternative format or need reasonable accommodations for a City Council 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

DEVIN MONTERO
CITY CLERK

Published in the
Sun Post
February 2, 2023
1289495

Ad: 1

\$143.00

**CITY OF BROOKLYN PARK
NOTICE OF PUBLIC HEARING
2023 URBAN HENNEPIN COUNTY
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

Notice is hereby given that the City of Brooklyn Park in cooperation with Hennepin County, pursuant to Title I of the Housing and Community Development Act of 1974, as amended, is holding a public hearing on **February 13, 2023, at 6.00 p.m.** in the Council Chambers located at 5200 85th Avenue North, Brooklyn Park, MN 55443.

The public hearing is on the housing and community development needs and the City's proposed use of the 2023 Urban Hennepin County Community Development Block Grant Program funding allocation of about **\$382,500**.

In addition, between July 1, 2023 to June 30, 2024, it is estimated that **\$49,000** in program income generated from previously funded CDBG activities will be available to the city.

The City of Brooklyn Park is proposing to undertake the following activities with 2023 Urban Hennepin County CDBG funds starting on or about July 1, 2023.

Proposed Program Activity	Proposed Budget
Home Rehabilitation Deferred Loan Program	\$314,000.00
Code Enforcement Program	\$17,500.00
Teen Center	\$100,000.00
Total	\$431,500.00

For additional information on the priorities, proposed activities, level of funding, and program performance contact the City of Brooklyn Park at 763-493-8054 or the Hennepin County Housing Department at **612-348-2205**.

The public hearing is being held pursuant to MS 471.59.

Members of the public who desire to give input or testimony during the meeting may do so in person or by texting City Clerk Devin Montero at 763-439-1883 or emailing him at devin.montero@brooklynpark.org (Subject line: "Council Testimony").

If you need these materials in an alternative format or need reasonable accommodations for a City Council 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

DEVIN MONTERO
CITY CLERK

Published in the
Sun Post
February 2, 2023
1289495



Hennepin County CDBG Funding Request Form 2023 Program Year DIRECT ALLOCATION

Organization Information

Agency/Organization Name: Click here to enter text.

Address: Building #, Street, City, State, Zip.

Organization Type: Government Non-Profit For-Profit Other:Click here to enter text.

Name of Primary Contact: Click here to enter text.

Title of Primary Contact: Click here to enter text.

Primary Contact Email: Click here to enter text.

Primary Contact Phone: Click here to enter text.

Unique Entity Identifier Number: Click here to enter text.

On April 4, 2022, the federal government stopped using the DUNS Number to uniquely identify entities. Now, entities doing business with the federal government will use the Unique Entity ID created in www.SAM.gov.

Activity Information

Activity Name: Click here to enter text.

Amount of 2023 CDBG Funding Request: \$Click here to enter text.

Use of CDBG Funds (e.g. acquisition, rehabilitation, construction): Click here to enter text.

Description of Activity: Click here to enter text.

Location Address (if applicable): Building #, Street, City, State, Zip.

Description of Project Service Area (if applicable): Click here to enter text.

Anticipated Accomplishments (complete a, b, or c below):

a.) Housing activities: Click here to enter text.
#Housing Units: Click here to enter text.

b.) Public Facilities activities:
List Census Block Groups served by the facility: Click here to enter text.

c.) All other activities: Click here to enter text.
#People Served: Click here to enter text.

Activity Need, Consistency with Plans, and Public Support

Who is the target clientele? What populations will benefit from the activity?

Click here to enter text.

What community needs does this activity address?

Click here to enter text.

How does the activity address a goal identified in the 2020-2024 Consolidated Plan?

Note: Specify which Strategy and Goal the activity addresses.

Click here to enter text.

How does the activity meet other locally identified community development needs?

Click here to enter text.

Describe any community or private partnership support:

Click here to enter text.

Implementation Schedule

Projects should plan to begin after July 1, 2023 and to be complete by June 30, 2024.

Note: Priority given to projects that can be completed by March 30, 2024.

TASK	Anticipated Completion Date
Click here to enter text.	Click here to enter text.

Activity Budget -- Funding Sources & Uses

Note: Projects involving the acquisition, rehabilitation, and/or construction of housing or public facilities should submit a detailed source and uses budget in Microsoft Excel format in lieu of completing this section.

SOURCES	AMOUNT	USES	AMOUNT
CDBG	Click here to enter text.	Click here to enter text.	Click here to enter text.
Other Local Government (list)	Click here to enter text.	Click here to enter text.	Click here to enter text.
Other Federal Government (list)	Click here to enter text.	Click here to enter text.	Click here to enter text.
State	Click here to enter text.	Click here to enter text.	Click here to enter text.
Private	Click here to enter text.	Click here to enter text.	Click here to enter text.
Other (list)	Click here to enter text.	Click here to enter text.	Click here to enter text.
Other (list)	Click here to enter text.	Click here to enter text.	Click here to enter text.
TOTAL			

(Attach separate pages if necessary)

Has this activity received CDBG funding in previous years? Yes No

If Yes, describe: Click here to enter text.

Staff Capacity

Describe staff capacity and experience relevant to administering this activity:

[Click here to enter text.](#)

Describe the organization's experience complying with federal grant regulations:

[Click here to enter text.](#)

Does your organization go through an independent/ third party financial audit annually? (Note: acceptance of CDBG funds require financial statements and may require organizations to have financial statements audited by a third-party auditor or a single audit annually at the expense of the organization.) [Click here to enter text.](#)

List the names, position titles, and brief qualifications of staff who will be primarily responsible for delivering this activity (attach additional pages if necessary)

[Click here to enter text.](#)

City of Brooklyn Park Request for Council Action

Agenda Item:	7.1	Meeting Date:	February 13, 2023
Agenda Section:	General Action Items	Originating Department:	Administration
Resolution:	N/A	Prepared By:	Marlene Kryder, Program Assistant
Ordinance:	N/A		
Attachments:	N/A	Presented By:	Mayor Hollies Winston
Item:	Appointments to Commissions		

City Manager's Proposed Action:

Appoint commissioners to serve on the Budget Advisory Commission, Planning Commission, and the Recreation and Parks Advisory Commission.

BUDGET ADVISORY COMMISSION (BAC)

District Change

MOTION _____, SECOND _____, TO CHANGE AKEEM ADENIJI'S CURRENT CITY AT-LARGE APPOINTMENT TO HIS RESIDING EAST DISTRICT FOR A TERM TO EXPIRE APRIL 1, 2025. (Replacing Amelia Goins)

City At-large (One appointment)

MOTION _____, SECOND _____, TO APPOINT _____ TO THE BUDGET ADVISORY COMMISSION REPRESENTING THE CITY AT-LARGE EFFECTIVE IMMEDIATELY FOR THE BALANCE OF A TERM TO EXPIRE APRIL 1, 2025. (Replacing Akeem Adeniji's City At-large seat)

PLANNING COMMISSION

East District (One appointment)

MOTION _____, SECOND _____, TO APPOINT _____ TO THE PLANNING COMMISSION REPRESENTING THE EAST DISTRICT EFFECTIVE IMMEDIATELY FOR THE BALANCE OF A TERM TO EXPIRE APRIL 1, 2025. (Replacing Nichole Klonowski)

RECREATION AND PARKS ADVISORY COMMISSION (RPAC)

West District (One appointment)

MOTION _____, SECOND _____, TO APPOINT _____ TO THE RECREATION AND PARKS ADVISORY COMMISSION REPRESENTING THE WEST DISTRICT EFFECTIVE IMMEDIATELY FOR THE BALANCE OF A TERM TO EXPIRE APRIL 1, 2024. (Replacing Jane Wilson)

Overview:

On January 30, 2023, the City Council interviewed applicants to fill commission openings.

Primary Issues/Alternatives to Consider:

Selection and appointment of commissioners.

Budgetary/Fiscal Issues: N/A

Attachments: N/A

City of Brooklyn Park Request for Council Action

Agenda Item:	7.2	Meeting Date:	February 13, 2023
Agenda Section:	General Action Items	Originating Department:	Operations and Maintenance
Resolution:	X	Prepared By:	Dan Ruiz, O&M Director
Ordinance:	N/A		
Attachments:	2	Presented By:	Dan Ruiz
Item:	Approve Amendments to the Capital Improvement Plan and Capital Equipment Plan		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION #2023-____ TO APPROVE AMENDMENTS TO THE CAPITAL IMPROVEMENT PLAN AND CAPITAL EQUIPMENT PLAN.

Overview:

Capital Improvement Plan (CIP)

There were several projects scheduled for completion in 2022 that were not completed. Amendments to the CIP are necessary to carry forward 2022 budgeted funds into the 2023 CIP and budget. No new funds are being requested. The amendments are outlined in Attachment 7.2B.

Capital Equipment Plan (CEP)

The replacement of equipment in 2022 has proven to be challenging. Several equipment orders were cancelled by our vendors and others had substantial delays. Inflation severely impacted the price of some equipment, driving the purchase price above our original 2022 budget. Additionally, we needed to make equipment changes after the 2023 CEP was approved in December 2022. Attachment 7.2B outlines the changes to equipment that require this CEP amendment.

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues:

All of the amendments to the CEP can be accommodated in the 2022 Equipment Replacement fund. The CIP amendments are moving already budgeted 2022 funds into the 2023 budget and adjusting some 2023 project budgets to align with inflation adjustments.

Attachments:

- 7.2A RESOLUTION
- 7.2B CIP-CEP AMENDMENT SPREADSHEET

RESOLUTION #2023-

RESOLUTION TO APPROVE AMENDMENTS TO THE CAPITAL IMPROVEMENT PLAN
AND CAPITAL EQUIPMENT PLAN

WHEREAS, the Capital Improvement Plan (CIP) and Capital Equipment Plan (CEP) are flexible plans for project and equipment procurement; and

WHEREAS, some CIP projects are not completed in one calendar year and funds need to be carried forward to the following year for project completion; and

WHEREAS, volatility in supply chains, and other factors have delayed projects and equipment orders; and

WHEREAS, severe inflation has driven up the cost for many equipment orders above and beyond original budgets; and

WHEREAS, it is necessary to amend the CIP and CEP to properly fund the completion of projects and procurement of equipment.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Park to approve amendments to the Capital Improvement Plan and Capital Equipment Plan as outlined in attachment 7.2B.

Project Number	Project Name	2022 Approved	2022 HI Fund Carry Forward at CIP Time	Utility Fund End of Year Additional Carry Forward (2023 CIP Amendments)	2022 EDA Fund Carry Forward (2023 CIP Amendments)	HI Fund End of Year Additional carry Forward (2023 CIP Amendments)	Bond Funding	OSLAD	Notes
2025	Historical Farm	\$125,000.00	\$10,000.00			\$5,000.00			Additional for Painting East House
1002	O&M Rehabilitation	\$100,000.00	\$40,000.00			\$25,000.00			Sewer Repairs Building A
1010	Fire Stations Rehabilitation	\$100,000.00				\$35,000.00	\$28,702,000.00		\$35,000 For Match Funds for Exhaust Grant
4005	Traffic Signals	\$50,000.00		\$50,000.00					Did not complete this project in 2022
4055	High Tech Traffic Devices	\$20,000.00				\$20,000.00			Did not complete this project in 2022
2006	Brooklyn Blvd Trail				\$17,000.00				Retainage for final payment when project is done and paperwork is received
4002	Regent Ave MSA Rehab			\$200,000.00					Retainage for final payment when project is done and paperwork is received
4003	River Park Neighborhood Recon.			\$225,000.00					Did not complete this project in 2022
3001	Watermain rehab			\$39,000.00					Retainage for final payment when project is done and paperwork is received

2022 CEP Carry Forward/Additional Funding Request

Project Number	Project Name	2021 Approved	2021 Spent	2022 Approved	Current Cost	Appropriation Needed (2022 CEP Amendments)	Carry Forward (2023 CEP Amendments)	2023 New Appropriation (CEP Amendments)	Notes
5607	Refuse Truck			\$221,065.00	\$228,233.00	\$7,168.00			Inflation drove the cost higher than budgeted
5632	Trailers			\$46,000.00			\$26,320.64		Did not receive all of the equipment in 2022
7123	Water Heaters, Boilers Etc.			\$15,000.00	\$16,734.05	\$1,734.05			Inflation drove the cost higher than budgeted
5403	Fire Sedans			\$50,000.00	\$53,548.82	\$3,548.82			Inflation drove the cost higher than budgeted
5405	Unit# 2114 (Engine 4)	\$725,000.00	\$332,283.29	\$0.00	\$709,346.17		\$377,062.88		Money was budgeted in 2021 and need to carry forward funds into 2022 to complete the equipment purchase
5819	Front End Loader							\$ 310,984.00	Scheduled for purchase in 2025, but equipment breakdowns require this to be moved up to 2023

City of Brooklyn Park Request for Council Action

Agenda Item:	8.1	Meeting Date:	February 13, 2023
Agenda Section:	Discussion Items	Originating Department:	Community Development
Resolution:	N/A	Prepared By:	Felicia Jappah, Project Coordinator, Pandemic Response
Ordinance:	N/A		
Attachments:	2	Presented By:	Kimberly Berggren, Director Community Development
Item:	2021-2022 Update on the Status of the American Rescue Plan Act (ARPA)		

City Manager's Proposed Action:

Provide an update of ARPA to date including spending approved and activities.

Overview:

The city of Brooklyn Park received a total of \$11,052,580 from the state's allocation of State and Local Fiscal Recovery Funds (SLFRF) program of the American Rescue Plan Act (ARPA). Beginning in July 2021, and after an extensive community engagement activity with community stakeholders – leaders and residents, the city of Brooklyn Park developed a framework around six guiding principles for investing the ARPA funds aimed at stabilizing the city's budget and investing in strategic programs. The city has elected the standard allowance approach, which means the city may use \$10 million of its award for government services, with streamlined reporting requirements. This stipulation in the final rule allows the city the flexibility to continue use of the ARPA funds based on the initial strategic approach.

ARPA work in the city began in late 2021 with the city staff directly implementing programs related to the strategic investments. Several of the activities directly implemented by the city have been completed and others are ongoing and expected to be completed in 2023. The city also launched a community partnership initiative aimed at empowering community-based organizations proposing a variety of programs to serve the residents of Brooklyn Park in response to the COVID health emergency. As part of this strategy, the city awarded 41 community-based organizations (including five EDA/Community Partnership Program [CPP] funded) \$10,000 - \$82,500. All 41 of our community partners under the ARPA/CPP initiative have executed their contracts and are implementing the work. As of December 2022, the city had disbursed approximately \$230,000 in payments to these organizations.

The total spending Council has approved from 2021-2023 for city funded work related to its ARPA spending strategy is \$9,007,171, leaving \$2,045,409 available for allocation now or in 2024. The total spent as of December on strategic investments is approximately \$2.6 million.

Background

In March 2021, the American Rescue Plan Act (ARPA) (H.R. 1319) was signed into law by President Biden and provides \$1.9 trillion in relief to respond to the novel coronavirus (COVID-19). According to the U.S. Department of the Treasury, the SLFRF program of the American Rescue Plan delivers \$350 billion to state, local, and Tribal governments across the country to support their response to and recovery from the COVID-19 public health emergency. The city of Brooklyn Park received a total of \$11,052,580 from the state's allocation of the SLFRF. The city has requested and received all the allocated funds.

Informed by the community engagement work between July and October 2021, the city has adopted a strategy of stabilizing the budget followed by investing in strategic programs and partnerships that respond to the public health emergency. The City's strategy focused on the below categories:

- 1) Violence interrupters and support services
- 2) Mental health services
- 3) Interventions to stabilize community
- 4) ARPA administration

Primary Issues/Alternatives to Consider:

The City has received the entire \$11,052,580 from the State of Minnesota allocation of the ARPA funds. The attached 2023 Budget (8.1A) of \$4.3M plus unspent funds from 2023 shows approval to continue investments that have proven successful including approval of unspent 2022 funds that is being rollover to 2023. Overall, the City Council has allocated a total of \$9M in 2021-2023 spending to fund the city's adopted strategy over the below period:

Timeline of the city's approved spending

Date	Funding Approved	Purpose
November 15, 2021	\$4,465,000	Funds for: Violence interruption, Violence Prevention/Community Health, and City Service Needs Also \$1M for ARPA Community Partnership Funding to partner with organizations to address the public health emergency and its negative economic impacts
April 11, 2022	Council amended, and approved funding of \$1,407,200	Amended allocation for community partnership programs: \$1,204,700. This includes EDA/CPP funding - \$202,500 (which was approval by the Economic Development Authority (EDA) on April 28).
May 23, 2022	\$195,000	Funding for additional urgent needs that were in line with the investment strategy as identified by staff
October 24, 2022	\$4,347,171	To continue implementation of its strategic investments programs and projects that have proven successful

Budgetary/Fiscal Issues:

- **What has been approved and spent to date?**

As of December 2022, the Council has approved \$9M for ARPA related expenses to support the city's strategic investments from 2021-2023. The City Council approved \$4.6M in ARPA spending from 2021-2022 and the city has spent approximately \$2.6 million as of December 2022 with the remainder on track to be spent in 2023. The ARPA 2021-2022 Highlights (8.1B) handout shows funds allocated in 2021-2022 and provides highlights of the work undertaken using ARPA funds to serve residents during that period.

Attachments:

- 8.1A 2023 BUDGET
- 8.1B ARPA 2021-2022 HIGHLIGHT (to be provided at the meeting)

City of Brooklyn Park ARPA Proposed Future Allocation 2023

Activity	Description	2023
Violence interrupters and support services	Contracted workers to interrupt violence in the field.	\$925,000
Mental Health services	Hire social workers to work with PD; split cost with Hennepin County (60 BP/40 HC)	\$240,065
Create Connections in impacted Neighborhoods	Support neighborhood leaders in community building activities in neighborhoods experiencing increased violence and economic stress. (i.e. community unity group)	\$20,000
Health on the Go	Invest in collaborative Health on the Go initiative including staff person to serve as navigator, intern hours for events, costs for trailer, supplies for events	\$132,000
Rec on the Go - expanded services	Expanded hours to support neighborhood gatherings and Health on the Go programming. (Food)	\$0
Youth Outreach Workers - expanded services	Moves from 3 to 5 days a week; focus on areas with violence; includes outreach in schools; add to lunch period 3 days per week	\$165,000
Community response proposals	Support local organizations in pandemic response program delivery (i.e. emergency assistance, food, public health, housing, business services) (RFP)	944,700
Economic Inclusion - Sub-grants for workforce development	Community Partnership - Sub-grants for workforce organizations (RFP) (Partner with Brooklyn Center)	\$325,000
Economic Inclusion - Youth Entrepreneurship	Youth Entrepreneurship Program (Partner with Brooklyn Center)	\$79,200
Economic Inclusion - Career Pathways	Career Pathways Program (Partner with Brooklyn Center)	\$82,000
Brooklyn Bridge Alliance for	1) YouthOnBoard 2) Anti-Hate Campaign	\$55,000
Cultural media advertising / communications	Connect cultural communities to COVID-19 and other resources and city info	\$50,000
Park Engagement Ambassadors	Increase number of cadets to enforce park ordinances and reduce violence (amplified sound, nuisance behavior, non-emergency calls etc.)	\$79,622
Reclassify community engagement liaison	Upgrade position to reflect work of role and to match market; increased need for engagement and services due to COVID-19	\$14,747
ARP Project coordinator (FT)	Assists with ARP projects, including sub-contracting	\$125,000
Grant Administration-Accountant (PT) Program Assist (PT)	Account and project analysis and reconciliation, financial statement/workbooks updated, internal control maintenance and regulatory reporting and some clerical assistance (primarily for ARP-related funds)	\$102,889
Communication associate - (use ARP instead of general fund for 1/2)	Add communications staff capacity to support all ARP related programs/initiatives we're adding	\$46,335
Technology Related Items	Citywide technology requests including fiber, security, emergency management software, pro services and applications	\$0
Legal / Auditor Fees for ARP		\$10,000
Financial Consultants for partners / technical assistance for Non-Profits	To provide capacity building support and training for operational effectiveness including but not limited to financial management, proposal design, program management, strategic and business planning, data collection and reporting to organizations that are funded under the city's American Rescue Plan Act (ARPA) and Brooklyn Park Economic Development Authority Community Partnership Program (CPP) community funding opportunity.	\$ 125,000
Emergency Management Support Specialist (NEW)	Focused work on emergency preparedness including continuity of operations planning and updating city preparedness plans.	<u>\$85,000</u>
Fire Department RMS	Fire department's existing records management system (RMS) is being discontinued. Department has to transition to a new vendor. Costs are additional cost projections to transition to new RMS.	\$0
Peer Wellness Youth engagement - aimed at specific youth	Connect and Coil energy through strategic individual youth engagement, making connections and providing services aimed at youth in crisis and experiencing family trauma.	<u>\$50,000</u>
Arts health and wellness (mental health)	Youth will increase self-awareness through activities that expand knowledge and importance of positive self-image, engagement in community and sharing their voice.	\$15,000
	City Benefit Fund	\$2,100,000
Total		5,771,558