

## REGULAR CITY COUNCIL MEETING – AGENDA #5

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***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 2024 as Black History Month in the City of Brooklyn Park

#### **A. PROCLAMATION**

**3B.2** Public Presentation Electric Mobility Options Background Report

#### **A. REPORT**

#### **B. POWERPOINT**

## **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** Authorizing Execution of Professional Services Agreement with Brooklyn Bridge Alliance for Youth (BBAY) for the Delivery of Tuition Free College Campaign (To be available Monday)

#### **A. RESOLUTION (To be available Monday)**

#### **B. PROFESSIONAL SERVICES AGREEMENT (To be available Monday)**

**4.2** Approval of the 2024-2025 Collective Bargaining Agreement with the International Union of Operating Engineers, Union, Local 49

#### **A. RESOLUTION**

**4.3** Approval of the 2024-2025 Collective Bargaining Agreement with the Brooklyn Park Police Federation

#### **A. RESOLUTION**

- 4.4 2023 Budget Amendments American Rescue Plan Act (ARPA)
  - A. RESOLUTION
- 4.5 Set a Public Hearing on February 12, 2024, to Consider the Issuance of an On-Sale Wine License and 3.2 Malt Liquor License for House of Kirin, Located at 8600 Edinburgh Centre Drive North
  - A. PUBLIC HEARING NOTICE
- 4.6 Approve A Professional Service Agreement with CNH Architects, to Provide Design Services and Construction Support for the Fire Station # 2 Replacement Project
  - A. RESOLUTION
- 4.7 Adopt a Resolution Appointing Election Judges for the March 5, 2024 Presidential Nomination Primary Election
  - A. RESOLUTION
  - B. EXHIBIT A
- 4.8 Public Purpose Expenditures Policy Approval
  - A. RESOLUTION
  - B. PUBLIC PURPOSE EXPENDITURES POLICY

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 Approving Preliminary Allocation of Fiscal Year 2024-2025 Community Development Block Grant (CDBG) Program Funds and Appointing John Kinara to the Hennepin County CDBG Selection Committee
  - A. RESOLUTION
  - B. MARKETING FLYER FOR CDBG 2024/2025
  - C. PUBLIC HEARING NOTICE

**6. LAND USE ACTIONS**

None

**7. GENERAL ACTION ITEMS**

- 7.1 Slow Mow May
  - A. RESOLUTION
  - B. NO MOW MAY: RESULTS REPORT

**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**

None.

**IV. VERBAL REPORTS AND ANNOUNCEMENTS**

**9A. COUNCIL MEMBER REPORTS AND ANNOUNCEMENTS**

**9B. CITY MANAGER REPORTS AND ANNOUNCEMENTS**

**V. WORK SESSION – Recess to Room A203**

- 10.1 Racial Equity Principles Discussion
  - A. UPDATED RACIAL EQUITY PRINCIPLES – REDLINE
  - B. UPDATED RACIAL EQUITY PRINCIPLES – CLEAN
- 10.2 Legislative Plan Advocacy - Economic Development Event

**VI. 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

<b>Agenda Item:</b>	3B.1	<b>Meeting Date:</b>	January 29, 2024
<b>Agenda Section:</b>	Public Presentations/ Proclamations/Receipt of General Communications	<b>Originating Department:</b>	Administration
<b>Resolution:</b>	N/A	<b>Prepared By:</b>	Dr. Marcellus Davis, REDI Manager
<b>Ordinance:</b>	N/A		
<b>Attachments:</b>	1	<b>Presented By:</b>	Mayor Hollies Winston
<b>Item:</b>	Mayor's Proclamation of February 2024 as Black History Month in the City of Brooklyn Park		

## City Manager's Proposed Action:

The Mayor shall proclaim February 2024 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 2024 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:

3B.1A PROCLAMATION

# **PROCLAMATION**

## **PROCLAIMING FEBRUARY 2024 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 2024 National Black History Month theme, "African Americans & the arts". This theme looks at how African Americans have contributed locally, nationally, and internationally to the arts. Additionally, it also examines how African American Artists have always been vital to the fight for African American/Black liberation.

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 2024 as Black History Month in the City of Brooklyn Park.

\_\_\_\_\_  
Hollies Winston, Mayor



5200 85<sup>th</sup> Avenue North  
Brooklyn Park, MN 55443

# City of Brooklyn Park Request for Council Action

<b>Agenda Item:</b>	3B.2	<b>Meeting Date:</b>	January 29, 2024
<b>Agenda Section:</b>	Public Presentations/ Proclamations/Receipt of General Communications	<b>Originating Department:</b>	Operations & Maintenance
<b>Resolution:</b>	N/A	<b>Prepared By:</b>	Tim Pratt, Recycling Manager
<b>Ordinance:</b>	N/A		
<b>Attachments:</b>	2	<b>Presented By:</b>	Tim Pratt, Recycling Manager Dustin Weigl, NREL
<b>Item:</b>	Public Presentation Electric Mobility Options Background Report		

## City Manager's Proposed Action:

Tim Pratt, Recycling Manager will give a presentation on the Electric Mobility Options Background Report.

## Overview:

The state, the country and the world are transitioning from fossil-fueled transportation toward zero-emissions mobility options. Much of the conversation to date has been around electric vehicles (EVs) and individuals purchasing those cars and trucks. Those potentially expensive options are only a portion of what's available for electrified mobility.

The City of Brooklyn Park and Hennepin County are wrapping up work on a joint project called Pathways Toward Electric Mobility. The County received a technical assistance grant from the U.S. Department of Energy's (DOE) Communities Low Energy Assistance Program (C LEAP). The program partners with low-income, energy-burdened communities that experience environmental justice challenges and/or direct economic impacts from reducing their historical reliance on fossil fuels to build community-driven action plans for clean energy-related economic development. The C LEAP coalition of the County and the City was paired with the National Renewable Energy Laboratory (NREL) for technical assistance.

Together, the C LEAP coalition, NREL, and local technical assistance providers partnered with six community-based organizations to conduct a locally informed electric mobility education and engagement campaign in climate vulnerable communities in 2023. The resulting Pathways Toward Electric Mobility report will be finalized this spring.

City staff asked NREL to also produce a background overview of electric mobility technologies, their benefits, and opportunities for use in Brooklyn Park. Dustin Weigl from NREL will be presenting on Electric Mobility Opportunities for Brooklyn Park, Minnesota.

## Primary Issues/Alternatives to Consider:

This is the first of two reports. The National Renewable Energy Laboratory developed this background report as an overview of electric mobility options and potential actions the city of Brooklyn Park could undertake to aid the transition to our electrified transportation future.

The final report "Pathways Toward Electric Mobility" will detail the results of the campaign to reach out to climate vulnerable neighborhoods in Brooklyn Park and Hennepin County. The campaign informed residents of electric mobility options and engaged residents in conversations about what they envision in our electrified transportation future. That report will be finalized this spring.

Hennepin County has applied for a planning grant to implement recommendations in the report. Brooklyn Park has provided a letter of support for that grant application.

**Attachments:**

3B.2A REPORT

3B.2B POWERPOINT



# **Electric Mobility Opportunities for Brooklyn Park, Minnesota**

January 2024

Dustin Weigl, Kaylyn Bopp, and Nicole Rosner

Produced for the U.S. Department of Energy by the  
National Renewable Energy Laboratory (NREL).

DOE/GO-102024-6138 • January 2024



# Electric Mobility Opportunities for Brooklyn Park, Minnesota

January 2024

Dustin Weigl, Kaylyn Bopp, Nicole Rosner

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This report is available at no cost from NREL at [www.nrel.gov/publications](http://www.nrel.gov/publications).

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## Notice

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## List of Acronyms

BEV	battery electric vehicle
CV	conventional vehicle
DART	Dallas Area Rapid Transit
DCFC	direct current fast charge
EV	electric vehicle
FTA	Federal Transit Administration
HEV	hybrid electric vehicle
PHEV	plug-in hybrid electric vehicle
TOU	time-of-use

## Communities LEAP (Local Energy Action Program) Pilot

### About

The U.S. Department of Energy's (DOE) Communities LEAP pilot partners with low-income, energy-burdened communities that experience environmental justice challenges and/or direct economic impacts from reducing their historical reliance on fossil fuels to build community-driven action plans for clean energy-related economic development. Through this program, DOE provides customized, high quality technical assistance to competitively selected communities to develop clean energy-related economic development pathways. In each community, coalitions of local partners, including at least one local government partner and one community-based organization, contribute to project oversight and delivery. The National Renewable Energy Laboratory (NREL) is the primary technical assistance provider, delivering technical expertise and supporting community engagement, as well as managing the overall network of TA providers.

## Executive Summary

### Context

New technologies for mobility and electric vehicle (EV) deployment have rapidly expanded, and adoption of these new options will improve transportation outcomes for communities across the United States. The current energy transition—from fossil-fueled transportation toward zero-emissions mobility options—offers communities across the country opportunities for cleaner and more-equitable environmental outcomes. As adoption of electric mobility increases, the reduction of emissions from conventional vehicles (CVs)—fueled by gasoline or diesel—will reduce the health impacts of air pollution and transportation-based contributions to carbon emissions driving climate change. Furthermore, mobility is critical for increasing equitable access to services and resources such as gainful employment, education, and entertainment. Underserved communities and low-income households typically spend an outsized share of their income and time on transportation. This report outlines key steps of expanding mobility access for residents in Brooklyn Park, Minnesota, particularly for those residents most historically underserved. Additional information on transport electrification and how these new mobility offerings can be integrated with low-emission vehicles (such as EVs and electric bikes) is also included to inform the design and rollout of mobility enhancements in Brooklyn Park.

This report will support Brooklyn Park as it navigates changes in mobility technologies and approaches to best serve the transportation needs of its communities. The content details the advantages of electric mobility, reviews electric mobility options that meet diverse needs and constraints, and maps the benefits and limitations of these options in terms of available technologies, their uses, and incentives that aim to improve accessibility and affordability. Although personal EVs provide both individual and collective advantages to residents—from lowering the total cost of ownership over the lifetime of a vehicle to improving air quality in the surrounding environment by reducing tailpipe emissions—they may still be unaffordable and/or inaccessible to some households in Brooklyn Park. Therefore, this report provides an overview of other accessible and affordable electric mobility options, including electric carshares, e-micromobility (i.e., e-scooters,

e-bikes), and on-demand services, as enabled by web-connected technologies and the proliferation of smartphones.

## Electric Mobility Technologies Overview

Following is an overview of electric mobility technologies, their benefits, and opportunities for use in Brooklyn Park.

### EVs:

**Personal EVs:** Although EVs have historically had a significantly higher upfront purchase price, their lower maintenance and operating costs can offset the higher purchase cost over the lifetime of the vehicle. In addition, new Minnesota EV tax incentives can be combined with federal incentives for up to a \$10,000 credit for new or \$4,600 for used EVs, lowering the barrier of the high purchase price.

**Electric carshares:** Carshare programs can provide supplemental mobility, especially in areas with lower personal vehicle ownership (Litman 2015). High-utilization carshare vehicles are useful targets for electrification because of lower operating and maintenance costs and a greater displacement of potential emissions from high annual mileage.

**Brooklyn Park opportunity:** EV adoption is hindered by the need for a robust public charging infrastructure network, especially for those with limited or no access to home-charging. Significant federal funding is available to incentivize building public EV chargers. HOURCAR has expanded services to include round-trip carshare services through new carshare hubs at multifamily housing complexes. Brooklyn Park is lower-density than St. Paul and Minneapolis, so it is well-suited to this hub-based carshare model (HOURCAR 2023).

### On-demand services and microtransit:

**Ride-hailing:** An on-demand transportation service that enables riders to hire a personal driver, frequently via a smartphone app (e.g., Lyft and Uber). Some transportation network companies offer incentives for drivers to lease EVs (Lyft 2023). However, there are potential downsides to expanding ride-hailing: It may not be affordable for many residents without subsidies and can increase vehicle miles traveled and congestion compared to driving a personal vehicle.

**Microtransit:** Mobility services in this category use smaller vehicles requested by smartphone app or phone call rather than traditional “fixed-route” transit, where buses are on a set route and schedule. These types of services can benefit from vehicle electrification because vehicles are highly utilized.

**Brooklyn Park opportunity:** Case studies suggest that on-demand transit service with pooled rides could play a role in Brooklyn Park in addressing mobility accessibility. Creating a dedicated on-demand transit service in Brooklyn Park (including partnering with an existing ride-hailing service such as Lyft or Uber) could supplement existing transit to expand hours, service area, and reliability.

### Electric Micromobility:

**Shared e-micromobility:** Shared-use fleets of small, partially human-powered vehicles such as e-bikes and e-scooters. They are generally rented through a mobile app or kiosk, can be picked up and dropped off in the public right-of-way or at a docking station, and are intended for short trips

(NACTO 2019). Safety improvements, expansion of bike lanes, signage, transit integration, and education campaigns will make the use of e-micromobility more attractive.

**Private e-micromobility:** Research has shown that shared e-micromobility users place the highest value on the cost and convenience of services; for those who own their e-bike or e-scooter, both can be maximized—however, the upfront cost can be a challenge (Fishman, Washington, and Haworth 2013).

**Brooklyn Park opportunity:** Deploying community-informed micromobility infrastructure (such as dedicated cycle tracks or bike lanes) could make electric micromobility more attractive for Brooklyn Park residents. The locations for safer infrastructure could be determined through stakeholder engagement meetings or an online interactive map to solicit feedback and suggestions. In May 2023, Minnesota approved a transportation omnibus bill (HF2887) that includes an electric-assisted bicycle rebate (Minnesota Legislature 2023). Outreach about e-micromobility could be paired with building awareness about this statewide incentive to Brooklyn Park residents.

## Next Steps

Transportation plans in and around Brooklyn Park provide opportunities to expand all residents' access to mobility and the region's resources. The future buildout of the Blue Line light rail extension—with five stations planned for Brooklyn Park—represents a timely opportunity to plan for first- and last-mile transportation options. Prioritizing multiple options aside from single-occupancy personal vehicles for first- and last-mile access to the future Blue Line stations would provide more equitable mobility for Brooklyn Park residents by improving accessibility for residents without reliable access to a car. On-demand services, e-micromobility options, and electric carshares are three options for first- and last-mile mobility detailed in this report.

This report highlights two steps toward expanding equitable access to clean mobility in Brooklyn Park:

**Ongoing engagement and education:** The range of policies, programs, and methods outlined in this report would have varying benefits for providing mobility access to Brooklyn Park residents while potentially reducing traffic congestion, carbon emissions, local pollutant emissions, and income spent on mobility. Ongoing engagement enables residents to provide input on which policies, programs, and methods are pursued, according to their self-identified priorities. Once implemented, these programs will be more effective if residents are aware of their existence, their benefits, and how to best take advantage of them.

**Expanding access to mobility options:** Once the community's electric mobility priorities are identified, Brooklyn Park will be able to pursue funding opportunities and partnerships to implement policies, programs, and methods that expand access to electric mobility technologies. Several resources exist, including the U.S. Department of Energy's Alternative Fuels Data Center, which tracks federal and state laws and incentives for alternative fuels and vehicles, air quality, fuel efficiency, and other transportation-related topics.<sup>1</sup> Another resource is the U.S. Department of Transportation's Urban E-

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<sup>1</sup> Find federal and state laws and incentives for alternative fuels and vehicles, air quality, fuel efficiency, and other transportation-related topics here: <https://afdc.energy.gov/laws>.

Mobility Toolkit, which tracks federal funding for EV infrastructure and certain electric-mobility-related activities and provides project implementation guidance.<sup>2</sup>

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<sup>2</sup> The Urban Electric Mobility Toolkit serves as a one-stop resource to help urban communities scope, plan, and identify ways to fund EV charging infrastructure and support diverse forms of electric mobility, including travel by personal vehicle, transit, micromobility (e.g., electric bicycles and scooters), and ride-sharing services: <https://www.transportation.gov/urban-e-mobility-toolkit>.

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## Introduction

This report provides the city of Brooklyn Park, Minnesota, with an overview of innovative mobility and electric vehicle (EV) deployment options. The current energy transition from fossil-fueled transportation toward zero-emission mobility offers communities across the United States opportunities to provide their constituents with cleaner, more equitable environmental outcomes. As electric mobility increases, reduction of emissions from conventional vehicles (CVs)—fueled by gasoline or diesel—will improve air quality and reduce the related health impacts of air pollution. Furthermore, mobility is critical for increasing equitable access to services and resources such as gainful employment, education, and entertainment. Underserved communities and low-income households typically spend an outsized share of their income on transportation (26.9% of after-tax income, compared to 10.4% for high-income households in 2021 [Bureau of Transportation Statistics 2022]). In addition, the report provides information on transport electrification and how these new mobility offerings can be integrated with low-emission vehicles (including EVs and electric bikes).

The report is organized into two primary chapters. The first provides a foundation in EV technology to illuminate the benefits of the electric mobility options. The chapter describes the advantages of vehicle electrification and how Brooklyn Park residents could most benefit from passenger EVs in the community or navigate incentive policies for purchasing their own EVs. The second chapter moves beyond private EV ownership to the accessibility of electric mobility options. It describes the latest developments in electric mobility options—including electric carshare, e-micromobility, and on-demand services—as enabled by web-connected technologies and the proliferation of smartphones. This report is not meant to present recommendations for Brooklyn Park but rather to serve as a resource to evaluate options to improve mobility in the region.

## Vehicle Electrification

Personal EVs provide individual and collective advantages to residents—from lowering the total cost of ownership over the lifetime of the vehicle to improving air quality in the surrounding environment by reducing tailpipe emissions. Currently, 93% of Brooklyn Park households have at least one vehicle (U.S. Census Bureau 2021). Appendices A and B detail types of EV and EV charging infrastructure technologies.

### Current EV and Charger Availability

Many common passenger vehicle models can be purchased as a plug-in hybrid EV (PHEV) or battery EV (BEV). PHEVs use a mid-sized battery, typically 10–25 kWh, enabling 10–40 miles of electric range. The battery is supplemented by a gasoline-powered internal combustion engine, so when the battery is depleted, the vehicle continues operating with gasoline. This flexibility can be attractive to vehicle owners with range anxiety (the concern that a vehicle has insufficient range to reach its destination) or in locations where public charging is not available. Common vehicles in this category include the Toyota Prius Prime, Chevrolet Volt (discontinued in 2019), and the Jeep Wrangler 4xe. BEVs have a motor and a large battery (~50–100 kWh), typically enabling 150–350 miles of all-electric range; BEVs are charged by plugging into a household outlet or public charging station. Common vehicles in this category include all Tesla models, the Chevrolet Bolt, and the Nissan Leaf.

Between 2016 and 2022, EV and PHEV vehicle registrations in Brooklyn Park increased an average of 52% year over year; however, they still represent less than 1% of light duty vehicles in the city (see Figure 1).

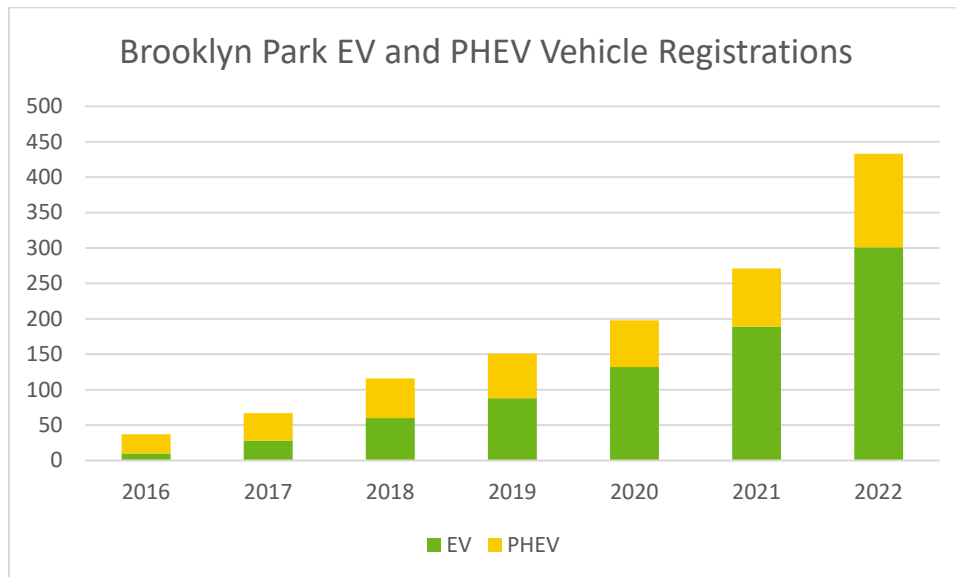


Figure 1. Number of EV and PHEV light-duty vehicle registrations in Brooklyn Park ZIP codes (55428, 55443, 55444, 55445) 2016–2022

Source: Experian Information Solutions and National Renewable Energy Laboratory 2023

Projections indicate that future vehicle models in the United States will trend toward longer-range BEVs. Responding to consumer demand in the United States for larger vehicles, automakers have released 40 electrified SUV models (including PHEVs) since 2018 (IEA 2023). This includes the Ford F150 Lightning, the fully electric version of the most popular vehicle model in the world. The breakdown in model offerings for EVs in the United States is shown in Figure 2.

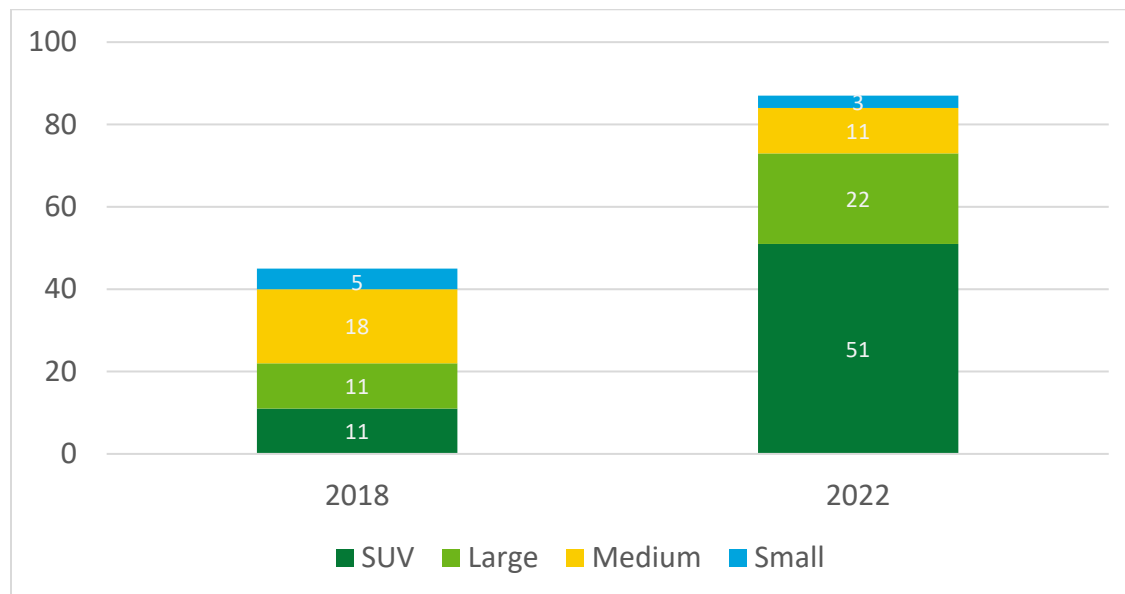


Figure 2. Number of EV models for sale in the United States in 2018 and 2022

Source: IEA 2023

The availability of home charging is a key driver of early EV adoption. At home, an EV owner can charge their vehicle while it is not in use. This can be more convenient for day-to-day driving than stopping at gas stations to refuel a CV. Charging at home generally costs less than using public charging stations, which often incur a service fee. Charging an EV at a lower power level (e.g., at home or public level 2) generally costs less than charging at a higher power level (e.g., DC fast charging [DCFC]) because of the higher cost of providing high-power charging services.

EV charging infrastructure deployment for apartment buildings or other types of multifamily housing can pose unique challenges, including electrical service access, parking access, and installation and operating costs. Although it can be expensive to upgrade electric infrastructure for the building to support multiple EV chargers, these costs can be offset by state and federal incentives. In addition, the installation of charging stations can be seen as an amenity that might attract residents. The construction of new multifamily housing can also be planned with EV charging infrastructure in mind, as it is significantly less expensive to build charging infrastructure during new construction than to add stations to an existing building.<sup>3</sup>

Access to home charging is especially critical in areas with few public stations, such as Brooklyn Park. Figure 3 shows the charging stations active as of May 2023—four of the seven stations are at car dealerships and may not be available for public use.

<sup>3</sup> Additional insights for enabling EV charging at multifamily housing are summarized on the Clean Cities website <https://cleancities.energy.gov/project-lessons-multifamily-housing/>.

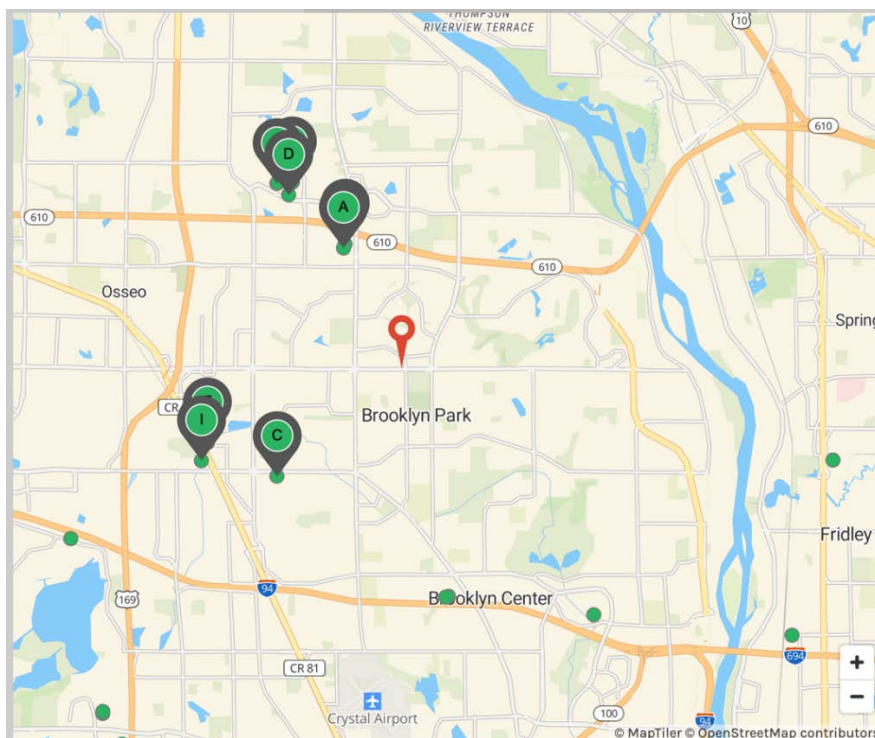


Figure 3. Map of EV charging stations around Brooklyn Park  
Source: AFDC 2023a

Curbside charging is another type of EV charging infrastructure that can enable overnight charging for residents of multifamily housing or other vehicle owners without a dedicated parking space and home charger. These chargers can be installed on streets or sidewalks and may be attached to and wired via a streetlight or electrical pole.<sup>4</sup> With flexible installation locations, curbside charging can enable charging at (or near) the home without relying on typical public charging stations or dedicated home-charging availability.

### EV Purchase Incentives

New EVs often have a higher average purchase price than similar CVs because of their expensive lithium-ion batteries, though the price of these batteries has decreased significantly in recent years—average battery costs in 2022 are 89% lower than in 2008 (Vehicle Technologies Office 2023). To make EVs more competitive in the marketplace, increase adoption, and reduce emissions from transportation, state and federal governments have enacted financial incentives.

#### Federal EV Incentives

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<sup>4</sup> A range of technical and community considerations for the installation of curbside charging based on previous projects in different U.S. locations is summarized on the Clean Cities website: <https://cleancities.energy.gov/project-lessons-curbside-charging/>.

A federal tax credit is available for the purchase of certain new or used PHEVs or BEVs. Starting in 2024, the federal tax credit will effectively become a point-of-sale rebate. Before making a purchasing decision, prospective buyers should review the tax incentive qualifications and eligibility requirements. Additional details on these qualification requirements can be found at the Alternative Fuels Data Center<sup>5</sup> or Internal Revenue Service website (IRS 2023).

Qualifications for the up-to-\$7,500 new clean vehicle federal tax credit are as follows:

- Vehicle has a battery capacity of least 7 kWh.
- Vans, SUVs, and pickup trucks must have a manufacturer's suggested retail price (MSRP) below \$80,000; sedans must have an MSRP below \$55,000.
- There are income limits of \$300,000 (joint filing), \$225,000 (heads of household), or \$150,000 (other) above which the buyer does not qualify for the tax credit.
- Vehicles that meet the critical minerals requirement can qualify for half (\$3,750) of the tax credit. Vehicles that meet the battery components requirement can qualify for the other half (\$3,750). If a vehicle qualifies on both measures, the full \$7,500 tax credit applies.

Qualifications for the \$4,000 used vehicle tax credit are as follows:

- Vehicle has a battery capacity of least 7 kWh.
- The sale price must be less than \$25,000.
- There are income limits of \$150,000 (joint filing), \$112,500 (heads of household), or \$75,000 (other) above which the buyer does not qualify for the tax credit.
- The vehicle must have a model year at least 2 years earlier than the year it is bought.
- The used vehicle must be purchased from a certified car dealer.

#### *Minnesota EV Tax Incentives*

In May 2023, the Minnesota legislature approved an energy policy omnibus bill (HF2310) with funding for a similar EV incentive at the state level. Rebate amounts will be up to \$2,500 for a new EV and \$600 for used. New EV price must be under \$55,000, used priced under \$25,000. Rebates may be applied at point of sale or lease, and there is a limit of one rebate per person or business per year. The rebate program will be administered through the Minnesota Department of Commerce; a process to administer and apply for rebates is being established (State of Minnesota Congress, House 2023). This law also establishes several other EV-related incentives and programs. First, \$1 million in grant funding is available for automotive dealers to offset the costs to obtain necessary training and equipment required by EV manufacturers to certify a dealer to sell EVs. The law also includes a provision requiring state automotive dealers that sell EVs to have at least one employee complete a Minnesota motor vehicle dealership association training course on EVs.

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<sup>5</sup> The Inflation Reduction Act of 2022 amended the Clean Vehicle Credit and added a new requirement for final assembly in North America. The amount of the credit will depend on whether the vehicle meets new critical minerals and battery components requirements for vehicles placed in service after April 17, 2023. For more information, visit: <https://afdc.energy.gov/laws/409>.

## EV Charger Incentives

EV adoption is partially hindered by the need for a robust public charging infrastructure network. However, this is a “chicken-or-egg” problem in which demand for charging by EV owners drives investment in EV charging infrastructure, but demand for EVs is partially driven by the availability of public charging. Therefore, the federal government and many states have set up policies to incentivize building public EV charging infrastructure to reach transportation electrification goals.

### *Federal EV Charging Infrastructure Policies*

The federal government has a range of incentives and grant opportunities for EV charging infrastructure deployment that are accessible to communities across the United States. The Alternative Fuel Infrastructure Tax Credit can provide individuals with up to a \$1,000 tax credit for the purchase of a qualified home EV charger (AFDC 2023b). The same regulation provides up to a 30% credit for businesses for the installation of alternative fuel infrastructure, including EV charging stations. The 2021 Bipartisan Infrastructure Law and 2022 Inflation Reduction Act created multiple new funding opportunities for EV charging infrastructure.

Two relevant funding programs from the Bipartisan Infrastructure Law are the U.S. Department of Transportation’s National Electric Vehicle Infrastructure Formula Program and the Charging and Fueling Infrastructure Discretionary Grant Program.<sup>6</sup> The National Electric Vehicle Infrastructure Formula Program allocated \$68 million to Minnesota through a formula over the 5 years of the program (2022–2026) and required an additional \$17 million nonfederal match (Minnesota Department of Transportation 2023). Program funding must be used first to deploy DCFCs every 50 miles along designated interstate highway corridors; when those are built out, funds may be used to expand community charging. Minnesota has identified three interstate exits along I-94 near Brooklyn Park at which to install a DCFC station (Minnesota Department of Transportation 2022). Separately, the Charging and Fueling Infrastructure Discretionary Grant Program allocates \$2.5 billion nationwide over 5 years to strategically deploy EV charging infrastructure and other fueling infrastructure projects in urban and rural communities in publicly accessible locations. Both programs include provisions that target the deployment of EV charging infrastructure in underserved or disadvantaged communities. The U.S. Department of Transportation allows applicants to identify disadvantaged communities using several tools, including Argonne National Laboratory’s EV Charging Justice40 Map Tool (Argonne National Laboratory 2023). Several census tracts in and near Brooklyn Park qualify, as shown in Figure 4.

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<sup>6</sup> For more information, see the National Electric Vehicle Infrastructure Program or Charging and Fueling Infrastructure Discretionary Grant Program’s website: <https://www.fhwa.dot.gov/environment/>.



Figure 4. Disadvantaged census tracts identified in the EV Charging Justice40 Map tool

Source: Argonne National Laboratory 2023

### Minnesota Charger Incentives

Incentives for the buildout of the charging network also exist at the state level in Minnesota. Rebates and incentives for EV charging infrastructure installation and time-of-use (TOU) rates are provided by several Minnesota utilities, including Xcel Energy and Minnesota Power.<sup>7</sup> In addition, the Minnesota Electric Vehicle Infrastructure Plan highlights the state's commitment to equitably prioritizing the buildout of EV stations, including direct outreach to disadvantaged communities<sup>8</sup> (Minnesota Department of Transportation 2022).

One example of the programs implemented by some utilities is providing a level 2 residential charger to EV owners in exchange for their opting into TOU electricity rates. TOU rates are set up to reflect supply and demand related to the use of electricity in each service area—when demand is high in an area, the price to charge increases—and the price goes down when demand is low. The TOU mechanism is used to reduce the impact on the electrical grid from EV charging but can also reduce the cost of residential charging for individual EV owners if they have flexibility in the time they charge their vehicle as well as awareness of the rate structure. A generalized TOU rate structure from Xcel Energy is shown in Figure 5.

<sup>7</sup> More detail on these Minnesota incentive programs, including income-qualified rebates, can be found at the Alternative Fuels Data Center's laws and incentives database: <https://afdc.energy.gov/laws>.

<sup>8</sup> Minnesota's Electric Vehicle Infrastructure Plan details where and how the state will deploy National Electric Vehicle Infrastructure Formula Program-funded stations: <https://www.dot.state.mn.us/nevi/>.

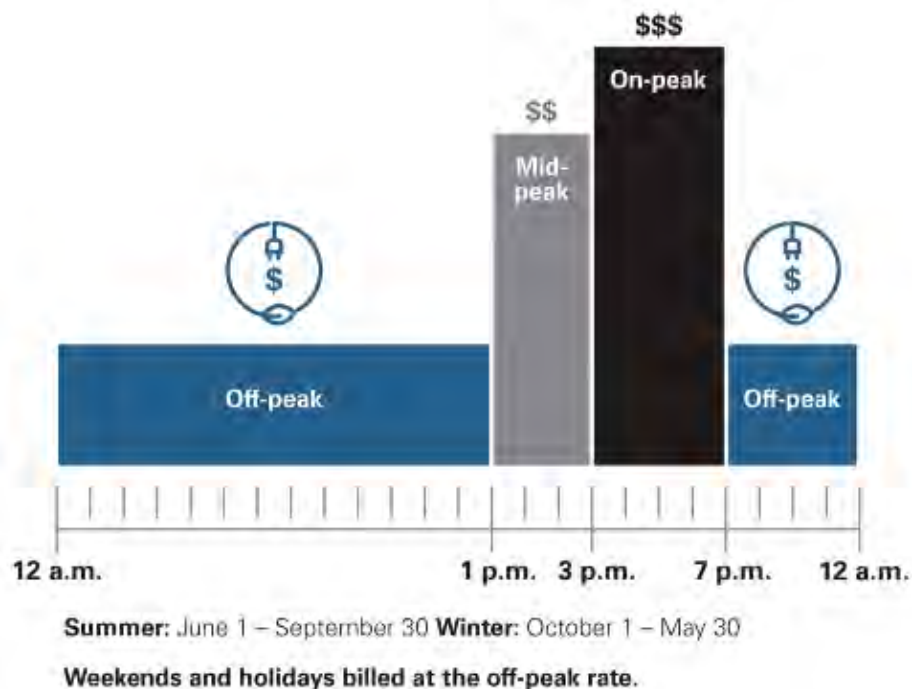


Figure 5. Xcel Energy sample TOU electricity pricing

Source: Xcel Energy 2023

## Benefits of Vehicle Electrification

Several environmental benefits are associated with vehicle electrification that are driving the international transition from fossil fuel-based transportation to EVs. However, there are also benefits to the EV owner.

### Emissions Reductions

Two types of emissions are produced by fossil fuel CV travel: 1) greenhouse gas emissions such as carbon dioxide (also more generally called carbon emissions) that contribute to global climate change and 2) local pollutants (such as sulfur dioxide) linked to adverse local health effects if above the recommended concentration. The quantity and mix of emissions produced vary based on the vehicle and fuel type; more recent model years produce less of both emissions per mile than older vehicles because of advances in combustion engine technology.

In contrast, vehicles driven using electricity do not produce tailpipe emissions. The American Lung Association estimates that a transition to 100% electrified passenger vehicle sales and renewable energy by 2035 could result in \$1.2 trillion in accumulated public health benefits between 2020 and 2050 (American Lung Association 2022). Although no emissions are produced by driving the vehicle, the production of the electricity required to charge the EV battery produces greenhouse gas emissions—as do the supply chain, manufacturing, and disposal processes associated with vehicle



production and discard. However, driving an EV results in far fewer emissions on a per-mile basis because of the transition toward renewable electricity generation and because EVs are much more efficient in their conversion of electricity into forward motion. As the grid relies less on fossil fuels for electricity production, the emissions associated with driving EVs will continue to decrease. Projections of the life cycle emissions from driving internal combustion engine vehicles, hybrid electric vehicles (HEVs), PHEVs, or BEVs under two scenarios are shown in Figure 6.

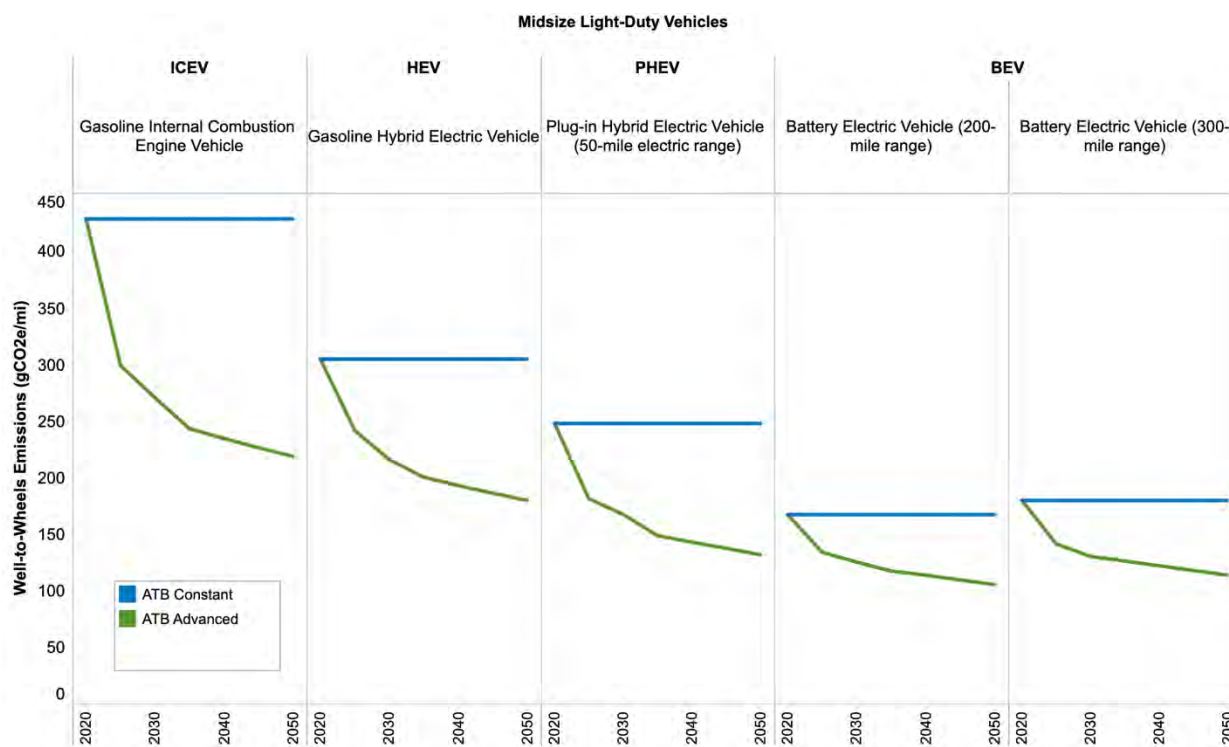


Figure 6. A projection of the emissions from the transportation Annual Technology Baseline (ATB) in which technology and electricity generation mix does not change and an advanced Annual Technology Baseline scenario in which electricity generation transitions rapidly toward renewable sources and engine technology continues to improve.

Source: NREL 2020

### Cost of Vehicle Ownership

Short-range (~200-mile) BEVs and HEVs generally have a lower cost of ownership than CVs. Although they have historically had a significantly higher upfront purchase price, their lower maintenance and operating costs can offset the higher purchase cost over the lifetime of the vehicle. A long-range 300-mile BEV averages \$0.048 and \$0.050 per mile for maintenance and fuel costs, respectively, while a gasoline CV averages \$0.094 and \$0.087 per mile for maintenance and fuel (Burnham et al. 2021). When the purchase price of the vehicle is included to calculate the total cost of vehicle ownership, a long-range BEV (300 miles+) is more expensive on a per-mile basis over its lifetime for private ownership (\$0.516/mile compared to \$0.473/mile for a CV), yet battery prices are expected to continue to decline and significantly reduce the purchase price of long-range BEVs. In comparison, BEVs with smaller batteries (~200-mile range) are already less expensive to own over their lifetime than CVs (\$0.451/mile vs. \$0.473/mile).

More details on the cost breakdowns for vehicles across different powertrains for the vehicle lifetime and on a per-mile basis are listed in Table 1 and Table 2. As mentioned, much of the cost savings that offset the higher purchase price for BEVs are realized through lower operating costs. These cost savings are realized faster for highly used vehicles, making EVs attractive for replacing CVs used as taxis or delivery vehicles that are driven much more than the average number of miles per year. Although the average private vehicle in the United States is driven 13,476 miles/year (varying across the country based on the age of the vehicle, the driver, and the location [FHWA 2022]), some vehicles are driven two to three times as much annually—these vehicles will have the shortest payback period when investing in an EV vs. a CV.

*Table 1. Projected Total Lifetime Costs of Ownership for a 2025 Model Year Small SUV*

Source: Burnham et al. 2021

Lifetime Costs	CV	HEV	PHEV50	BEV200	BEV300
Vehicle	\$26,051	\$27,419	\$34,505	\$37,621	\$46,031
Financing	\$2,884	\$3,019	\$3,584	\$3,818	\$4,672
Fuel	\$17,488	\$12,433	\$11,981	\$8,770	\$9,254
Insurance	\$13,289	\$13,376	\$12,667	\$12,349	\$12,870
Maintenance	\$16,302	\$14,518	\$13,968	\$8,920	\$8,920
Repair	\$6,990	\$6,543	\$6,959	\$5,694	\$6,808
Tax and Fees	\$5,244	\$5,460	\$6,356	\$6,991	\$7,741
Total	\$88,248	\$82,768	\$90,020	\$84,164	\$96,295

Table 2. Projected Lifetime Costs of Ownership for a 2025 Model Year Small SUV on a Per-Mile Basis

Source: Burnham et al. 2021

Per- Mile Costs	CV	HEV	PHEV50	BEV300	BEV200
Vehicle	\$0.140	\$0.147	\$0.185	\$0.247	\$0.202
Financing	\$0.015	\$0.016	\$0.019	\$0.025	\$0.021
Fuel	\$0.094	\$0.067	\$0.064	\$0.050	\$0.047
Insurance	\$0.071	\$0.072	\$0.068	\$0.069	\$0.066
Maintenance	\$0.087	\$0.078	\$0.075	\$0.048	\$0.048
Repair	\$0.037	\$0.035	\$0.037	\$0.037	\$0.031
Tax and Fees	\$0.028	\$0.029	\$0.034	\$0.042	\$0.037
Total	\$0.473	\$0.443	\$0.482	\$0.516	\$0.451

Note: Green cells show lower costs; red cells show higher comparative costs.

These values can also vary based on the charging behavior of the vehicle owner and differences in other assumptions. Researchers have estimated that savings in fuel costs from a CV to a BEV can vary from \$555 to \$16,141 over the lifetime of the vehicle based on the cost of charging equipment, the annual miles driven, the price of gasoline, and the price of electricity (Borlaug et al. 2020).

The Carbon Counter tool shown in Figure 7 is useful for evaluating differences across powertrains in terms of their carbon emissions and cost of ownership. The inputs can be changed to reflect the conditions in the state in which the vehicle is operating, including fuel prices, electricity prices, sales tax, how carbon-emission-intensive the electric grid is, and whether federal or state tax incentives for EV purchases apply. The screenshot shown is customized across these parameters for Minnesota. As an example, the Tesla Model 3 Performance BEV is highlighted (#1 red dot) and has one of the lowest carbon emissions per mile of any vehicle model. This can be compared to dot #2, the Tesla Model S Long Range Plus, which is also relatively efficient but has a high purchase price—which pushes it far to the right on the x-axis (cost per month). Finally, the Nissan Leaf is highlighted as dot #3 and has a lower purchase price than the Model 3. Note that some of the values in the tool shown will differ from those shown in Table 1 and Table 2 based on differences in assumptions. Finally, there are two dotted lines showing the 2030 and 2040 emissions targets for average vehicle on the road in the United States. Although almost every BEV falls below the 2030 target shown, the penetration of renewables in the electric grid must increase and/or other life cycle emissions must decrease (e.g., through smaller, more-efficient vehicle sizes) for more of these vehicles to meet the 2040 target.

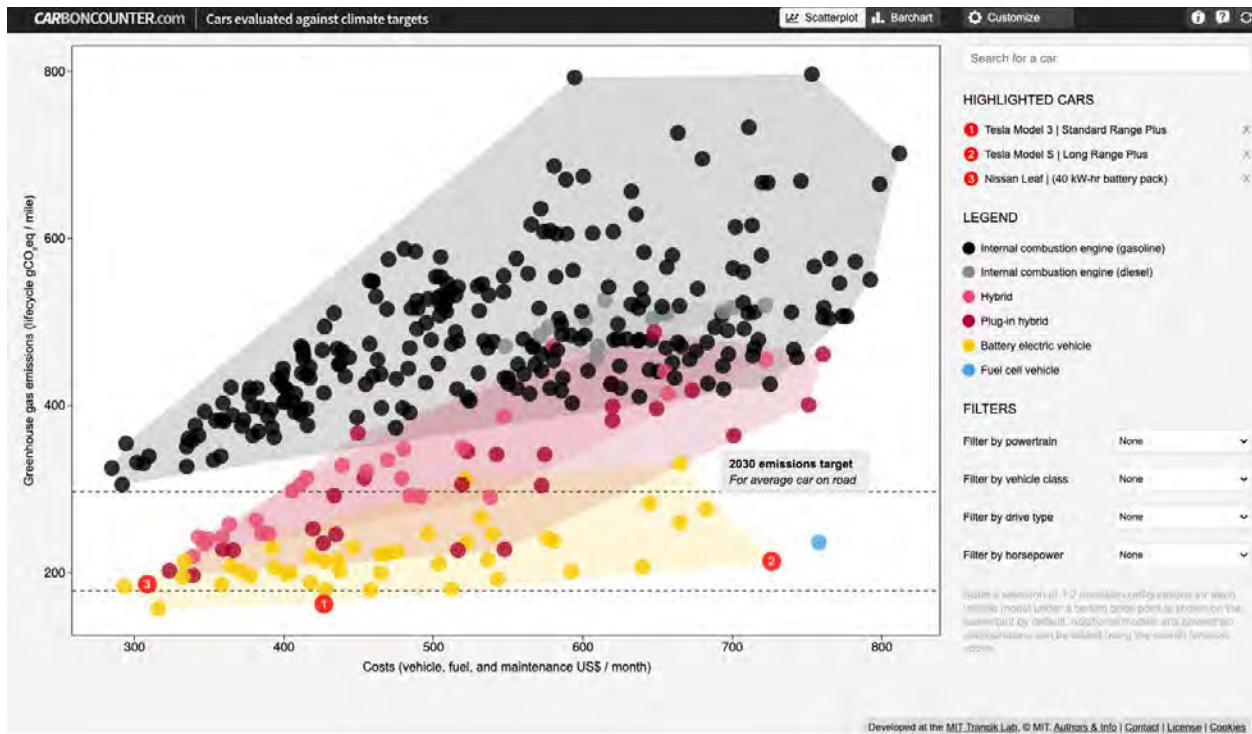
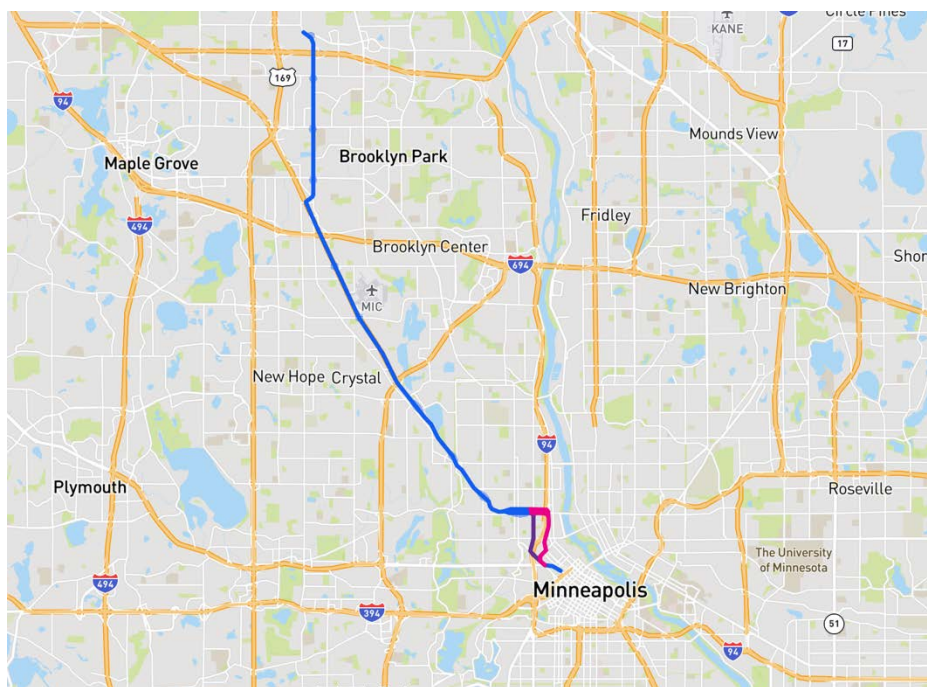


Figure 7. Screenshot from the CarbonCounter.com tool, which can be used to evaluate the greenhouse gas emissions and cost of ownership (\$/month) for a range of vehicle models and powertrains.

Source: Miotti 2021

## Increasing Mobility for Residents

In 2022, Hennepin County approved an extension of the Blue Line Metro out to Brooklyn Park. This project would enable a direct transit trip for residents for shopping trips at stores in Brooklyn Park, downtown Minneapolis, and the airport—significantly increasing access to the city’s offerings, including employment and entertainment. Five Brooklyn Park stations at the end of the Blue Line are planned for construction by 2027. Although those stations could easily be reached with a private car, prioritizing other options for first- and last-mile access would improve accessibility for residents without reliable access to a car. The options outlined in this section focus on increasing access to mobility within Brooklyn Park, including greater accessibility to the new Metro stations when they are completed (Figure 8). Although walking is not included in the modes of transportation detailed next, safe pedestrian access to and from the Metro stations and surrounding destinations will be critical to ensuring that all Brooklyn Park residents can use this new transit option.



*Figure 8. Planned route for the Blue Line Metro extension with five stations at the end of the line located in Brooklyn Park*

Source: Kimley Horn 2023

## Electric Carshare

There are significant mobility benefits to the deployment of carshare operations, as demonstrated by the proliferation of ZipCar and other carshare vehicle providers in cities across the country over the past two decades. High-utilization vehicles, such as shared cars, are great targets for electrification because of lower operating and maintenance costs, less-frequent maintenance, and a greater displacement of potential emissions from high annual mileage. Two main operational models exist for carshare: round-trip services (in which shared cars are accessed and returned to a centralized hub or charging station) and one-way services (in which shared cars are accessed and returned anywhere within a defined service area). Electrified carshare programs can provide supplemental

mobility, especially in areas with lower personal vehicle ownership (Litman 2015). Local ownership, control, and/or support of carshares can increase the odds that the services are targeted toward increasing mobility for community members who will benefit the most. These services have grown in popularity across the United States in a variety of communities.<sup>9</sup>

In addition to the benefits to the service itself from vehicle electrification, EV carshare can kickstart the buildout of new EV stations in an area, further enabling private EV adoption. Carshare vehicles are also highly visible to the public, frequently decorated with clear branding and driven by various users. Therefore, EV carshares can build consumer awareness of vehicle electrification and provide an opportunity to experience driving and charging them outside of a car dealership or ride-and-drive event.

### **EV Carshare Examples**

#### *Evie Carshare (St. Paul-Minneapolis)*

The cities of St. Paul and Minneapolis have owned a floating EV carshare program, Evie Carshare, since February 2022. The service is operated by HOURCAR, and vehicles can be driven without restriction if they are returned to a parking space inside the 35-square-mile home zone (HOURCAR 2023a). The vehicle fleet comprises 150 Chevrolet Bolt and Nissan Leaf BEVs and can charge at Evie-branded stations, which can also be used by the public to charge personal EVs (Figure 9). In months 3–6 of operations, the fleet averaged 1.7 trips per day (Streets.mn 2022). If this service area expanded to Brooklyn Park, residents could take one-way car trips into downtown Minneapolis without owning a personal car. This access to the city could be especially desirable while the Blue Line extension project is in progress. Of note, the Access Plus rate plan establishes a significantly discounted membership rate for income-qualified users (household income 50% or less of the Area Median Income) (HOURCAR 2023a). HOURCAR also runs a program called the Multifamily Electric Vehicle Carshare Pilot Project to install charging hubs and provide carshare services for qualified low-income multifamily housing units (HOURCAR 2023b). The Evie-branded charging stations, Evie Carsharing Service, and the Multifamily EV Carshare Pilot were funded, in part, by the Department of Energy's Vehicle Technologies Office through the FY 2020 competitive Funding Opportunity Announcement (DOE 2022).

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<sup>9</sup> Additional lessons learned from past EV carshare projects are summarized on the Clean Cities Coalitions website with recommendations for program models, vehicle and charging stations, equity, and community engagement: <https://cleancities.energy.gov/project-lessons-car-share/>.



*Figure 9. An Evie Chevrolet Bolt preparing to charge at a public Evie charging station.*

Photo from Evie Carshare

#### *Colorado CarShare (Denver/Boulder)*

The Colorado CarShare service is a nonprofit based in Denver and Boulder, Colorado, that allows customers to select from multiple membership plans and select from a range of vehicles, including HEVs and BEVs, parked around the downtown urban cores (Colorado CarShare 2023). Low-income residents registered in a qualified affordable housing program can also receive significantly subsidized rates. Colorado CarShare has prioritized low-income access to its membership and piloted multimodal benefits for low-income residents, such as combining CarShare memberships with transit passes.

#### *BlueLA (Los Angeles)*

BlueLA is an electric-car-sharing service based in Los Angeles and operated by Blink Mobility (owned by Blink Charging) with 40 vehicle pickup and drop-off locations around the city (Blue LA 2023). The service began in 2018 based on a grant from the California Air Resources Board and serves disadvantaged communities around Los Angeles. Membership is \$5/month plus \$0.20 per minute of vehicle use for standard customers, and income-qualified customers can be members for \$1/month and \$0.15/minute; 3- and 5-hour rental pricing is also available without membership requirements.

#### *BlueIndy (Indianapolis)*

The BlueIndy electric carshare program operated from 2015 to 2020 in downtown Indianapolis, Indiana, but failed to continue because of a lack of subscriptions and issues related to customer service quality. The carshare program began with 50 BEVs, 25 charging stations, and 125 charging ports before expanding to 280 vehicles and 85 charging stations by 2017 (Hwang and Hays 2019). The service was priced at \$8 for 20 minutes of driving plus \$0.40 for each minute beyond 20 for nonmembers, or \$9.99/month to become a member and benefit from a 50% discount. The service had 11,000 users and 180,000 rides while it was active.

## On-Demand Services

With the rapid development of connected technologies over the past decade, there has also been a boom in the spectrum of transportation options. Ride-hailing, where a vehicle can be hailed via a smartphone app, is an example of on-demand transportation service. Uber holds the largest market share in ride-hailing globally with 7.6 billion trips in 2022 (Uber 2023a); Lyft is its main competitor in the United States. Because of the relatively high expense per trip and negative externalities, such as traffic from “deadhead miles” when vehicles are driven without a passenger, pure ride-hailing is not the optimal transportation option for daily use.

However, innovative ride-hailing case studies are emerging that might provide sustainable, scalable, and affordable transportation. These options are also known as “microtransit” for their strategic use of smaller vehicles than typically used in traditional “fixed-route” transit, where buses are on a set route and schedule. In an optimized microtransit system, vehicles are in use only when requested for a trip, the system can operate more efficiently than ride-hailing because all trips can be pooled (whereas traditional ride-hailing allows for private rides), and vehicles are right-sized based on demand. These types of services tend to be highly utilized, maximizing the benefits of electrified transportation.

This section describes on-demand microtransit service designs that could be applied in Brooklyn Park to offer residents affordable mobility and first-/last-mile connections to the upcoming Blue Line stations.

### *Wilson, North Carolina, Microtransit*

The RIDE service in Wilson, North Carolina, began in September 2020 as a replacement for a fixed-transit service and provides subsidized on-demand trips for the city’s 50,000 residents (City of Wilson 2022). The service is managed by the mobility software platform Via, and residents can request a trip from a city-owned minivan through the RIDE app on their phone, booking on the web or by phone (Via 2023). The service operates from 7:30 a.m. to 5:00 p.m. Monday–Friday and 7 a.m. to 6 p.m. Saturday, providing trips for \$2.50 with discounts for qualified residents. Riders are required to opt in to having their trips pooled, increasing the efficiency per trip and lowering operational overhead costs to town without lowering the quality of service.

Since its inception, RIDE has grown significantly while meeting more than 95% of requested trips across all but 3 months of its operation (Figure 10). The city also conducted a survey in 2022 (91 participants) and found that more than half of respondents had incomes below \$25,000 and that 86% did not have access to a personal vehicle (Jones 2022). Based on these metrics and on user feedback, the RIDE service has successfully provided quality mobility service for residents. The service was established with funding from the Federal Transit Administration’s (FTA’s) Accelerating Innovative Mobility Fund and has since secured funding for continued operation and expansion from additional sources, summarized on the Shared Use Mobility Center website (SUMC 2023; FTA 2021). Independence from these one-time grant funding sources is cited as one of the largest challenges for the service.



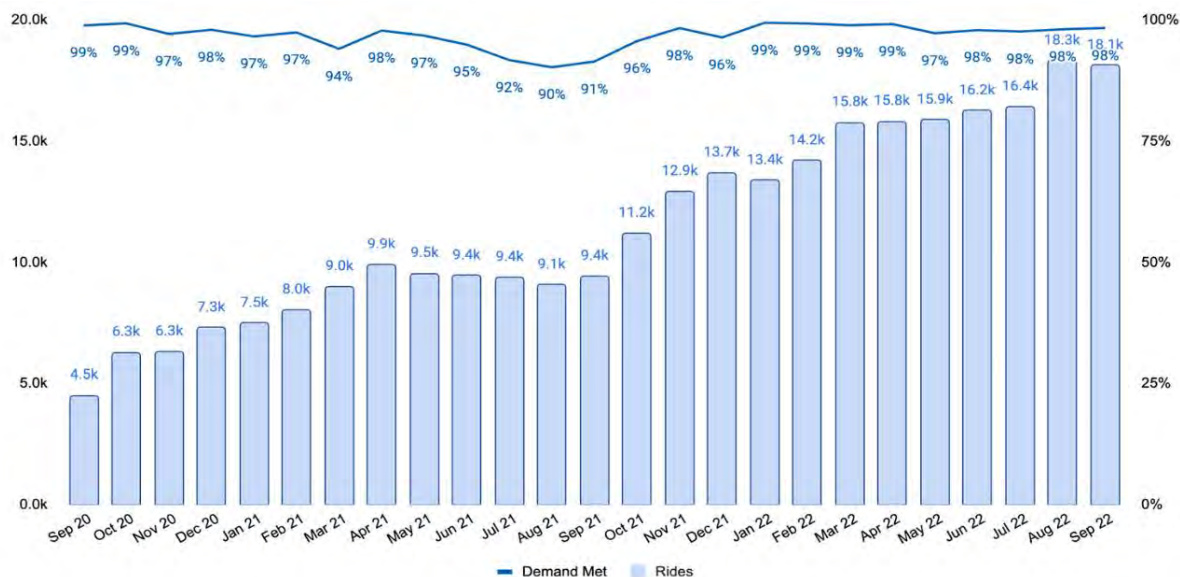


Figure 10. Number of rides per month and percentage of trip demand met by the RIDE platform from its inception through September 2022.

Source: Jones 2022

### Innisfil, Ontario, Uber Partnership

Innisfil, Ontario, is a relatively low-density town of 40,000 residents approximately 100 km north of Toronto. The town was considering implementing a one- or two-bus fixed-transit system for residents but decided to partner with Uber to provide subsidized on-demand trips. Innisfil Transit, as the service was named, began in 2017 and operated similarly to the standard Uber app, with gig workers driving their own vehicles and paid/coordinated using Uber’s algorithm. Innisfil Transit can be used through its dedicated smartphone app or a toll-free phone number and offers residents a maximum of 30 rides per month for \$4–\$6 to key destinations or a fare subsidized by \$4 to other destinations. Eligible riders can also benefit from a 50% discount on Innisfil Transit fares.

One of the most significant differences between the operation of the standard Uber service and Innisfil Transit is that all riders must opt in to having their rides pooled (although not every trip will be matched for pooling). Innisfil found that prior to the COVID-19 pandemic (November 2019), more than 50% of trips were pooled—significantly higher than the 17% match rate for traditional ride-hailing operations in Chicago, despite the larger city’s higher population density (Weigl et al. 2022). Analysis of Innisfil Transit performance compared to estimated bus system performance found that the partnership with Uber resulted in significantly higher quality of service at a lower cost and with reduced emissions per trip. These benefits will extend further when all Uber vehicles are electrified, based on the company’s commitment to 100% EVs on the platform by 2030. In addition, and in contrast to the United States, Uber drivers in Canada are beginning to receive some level of benefits with the job (United Food and Commercial Workers Canada 2023).

### Dallas Area Rapid Transit (DART) First- and Last-Mile Solution

This transit implementation is an FTA mobility on-demand demonstration project. The effort was initiated to connect missing links in the Dallas/Fort Worth bus network while maintaining service frequency with a rapidly expanding regional population. The primary change in DART service involved integrating the region’s on-demand shuttle service GoLink Uber into the DART app. The service is also integrated with Uber, and riders can be automatically matched with an Uber or GoLink vehicle based on availability. This helps seamlessly connect riders to transit stops with first-/last-mile pooled rides. According to Uber, the GoLink service is now North America’s largest operating example of microtransit (Uber 2023b). Findings during evaluation of the initial few years of these changes indicated improved customer satisfaction with DART (as seen in Figure 11), on-demand costs competitive with low-ridership fixed-route bus service, and additional benefits in terms of accessibility for disabled riders and first-/last-mile connectivity (Martin et al. 2021).

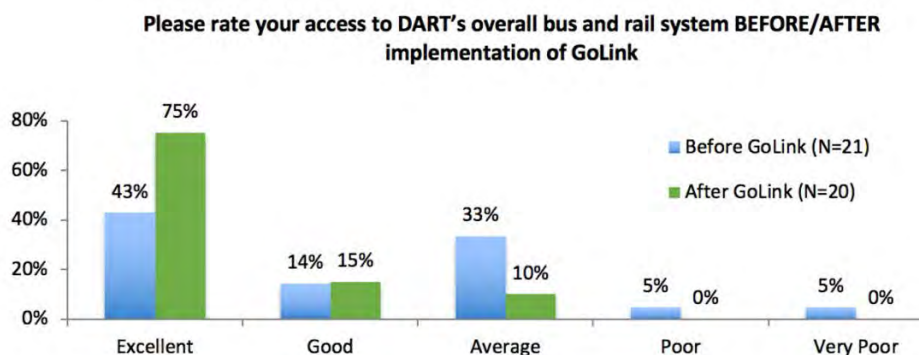


Figure 11. Reporting on the satisfaction of users with mobility devices for their access to DART services before and after the start of the GoLink on-demand shuttle integration.

Source: Martin et al. 2021

### Implications for Brooklyn Park

Metro Transit is running a 1-year pilot program for on-demand microtransit using five mini buses in a small service zone at the north end of Minneapolis (Metro Transit 2023). Trips can be ordered through the Metro Transit app or by phone and cost the same as a bus trip. Although the service area is near downtown Minneapolis and may have different operating requirements, this demonstration project could help inform a similar pilot for Brooklyn Park.

Although Innisfil and Wilson both have much lower population density than Brooklyn Park (200–400 vs. ~3,300 residents per square mile, respectively), these case studies suggest that on-demand transit service could play a role in Brooklyn Park addressing mobility accessibility challenges. Partnership with an on-demand service provider in Brooklyn Park could supplement existing transit to expand hours, service area, and frequency. Implementing an on-demand service in Brooklyn Park with appropriately sized vehicles and pooled rides could affordably and efficiently improve mobility access.

Additional findings from the 11 mobility on-demand Sandbox projects run by FTA are summarized in its report (Martin and Shaheen 2023). The primary takeaways from this investigation relate to the benefits realized following the implementation of on-demand mobility as well as the challenges

communities faced and the lessons learned. The reporting on these projects is extensive and would well inform planning an on-demand service for Brooklyn Park.<sup>10</sup>

## Electric Micromobility Opportunities

Electric micromobility includes the use of small vehicles and active transportation such as bicycles, electric scooters, e-bikes, and small mopeds. These vehicles could be privately owned, part of a shared network using docking stations, or free-floating and unlocked using a smartphone app. Micromobility is best used for short trips within the service area (approximately 3 miles or less, though longer with e-bikes), enabling convenient and affordable first- and last-mile connections to the planned new Blue Line extension stations in Brooklyn Park. Travel with e-micromobility also produces few emissions; active transportation (such as biking or push scooters) can also have health benefits, reduce traffic and car noise, and reduce demand for parking if the trips would otherwise have been made in a CV.

The National Association for City Transportation Officials (NACTO) released a guide for implementing shared micromobility with recommendations for ensuring appropriate investment in infrastructure (such as docking stations and safe routes), equitable access to service considering underserved communities, operational requirements, and public engagement, among other topics. The document highlights recommended best practices and would be useful for planning the expansion of both shared and private e-micromobility in Brooklyn Park.<sup>11</sup> NACTO also keeps statistics on micromobility usage over time, with the latest data from 2020 to 2021 showing the change in average trip price, distance, and duration from 2018 to 2021 (Figure 12). These averages can be useful for selecting the type of micromobility used in an area and guiding expectations for how those vehicles might be used. For example, docked pay-per-ride bikeshare services are most attractive for longer trips because of their relatively low cost, whereas dockless services (bike or scooter) are more convenient for shorter trips despite the higher cost per mile.<sup>12</sup>

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<sup>10</sup> Additional lessons learned from 11 mobility on-demand projects run by FTA are summarized on the FTA website: <https://www.transit.dot.gov/research-innovation/mobility-demand-mod-sandbox-program>.

<sup>11</sup> NACTO's Guidelines for Regulating Shared Micromobility outlines best practices for cities and public entities regulating and managing shared micromobility services on their streets: <https://nacto.org/sharedmicromobilityguidelines/>.

<sup>12</sup> Design guides such as NACTO's Bike Share Station Siting Guide or Urban Bikeway Design Guide may be useful when implementing micromobility-friendly infrastructure <https://nacto.org/publications/#design-guides-design-guidance>

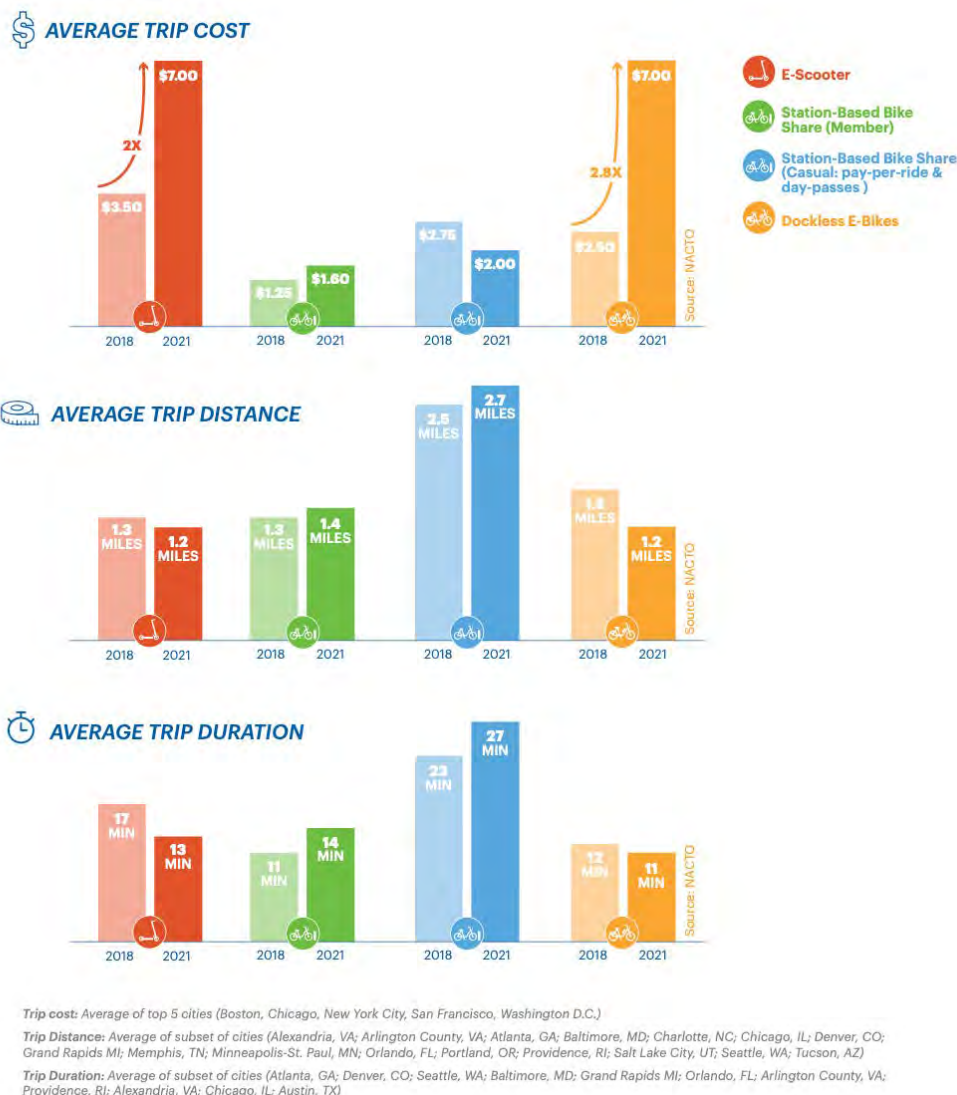


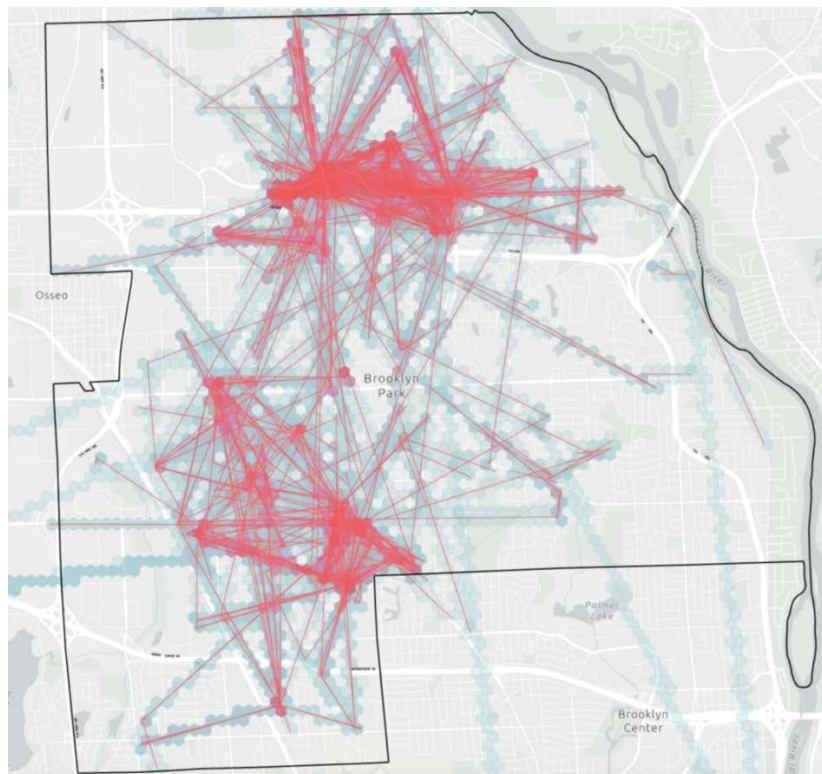
Figure 12. Average statistics for shared micromobility trips in 2018 and 2021 across some of the largest urban deployments in the United States.

Source: NACTO 2022

### Shared Micromobility and Bird Scooters in Brooklyn Park

Starting in 2021, Brooklyn Park contracted with Bird to deploy 25 shared electric scooters around the city for use within the city boundary. Although Bird filed for bankruptcy in December 2023, resulting in the removal of Brooklyn Park’s only shared micromobility service, lessons can inform deployment of future services. Usage statistics from summer and fall 2021 showed that 65% of trips started and/or ended north of Highway 610, suggesting that there are more users on the north side of the city where there is a higher median household income (Brooklyn Park 2022). Reasons for this concentration of trips could include the barrier of the 610 Highway making north-south trips much more difficult (with just 4.5% of trips making a crossing, as seen in Figure 13) or the nightly

rebalancing of scooters being skewed toward the north side of the city. Holding stakeholder engagement meetings or providing an online portal to solicit feedback on the most critical areas for developing safer infrastructure for travel by micromobility (such as dedicated cycle tracks and protected bike lanes and intersections) could also make these types of trips more attractive for all Brooklyn Park residents.



*Figure 13. Start and end points of Bird scooter trips in Brooklyn Park from July to November 2021.*

Source: Brooklyn Park 2022

Research has also shown that shared micromobility is most frequently used by those with college educations, middle- to high-income, aged 21–45 years old, without children, and with limited car access (Shaheen, Cohen, and Broader 2022). It would be useful to learn more about the usage patterns of other demographic groups in Brooklyn Park (specifically residents on the south side of Highway 610) through the data set shared by Bird or targeted surveys/interviews. Those learnings could be applied to strategically shift the service structure and provide education or other resources. For example, ensuring that qualified low-income residents are aware of the 50% trip discount could help lower the barrier to adoption for that demographic group. As mentioned in the city’s study from the first 4 months of service, the city could require that Bird’s nightly rebalancing of scooters distribute some share (e.g., 50%) of scooters in low-income areas (Brooklyn Park 2022).

Shared e-micromobility in Brooklyn Park could also grow with the introduction of new services. As shown in Figure 12, different types of shared vehicles can lend themselves to different travel patterns with trade-offs between cost, convenience, speed, and effort (electrified vs. conventional bicycles, for example). Deployment of these services in tandem with neighboring cities could also maximize connections and enable car-free travel from those cities to the Blue Line stations planned for Brooklyn Park.

### *Private Electric Micromobility*

Safety improvements, the expansion of protected bike lanes, signage, transit integration, and education campaigns will make private e-micromobility more attractive. Research has shown that shared micromobility users place the highest value on the cost and convenience of services, which can be maximized by those who own their bike or scooter (unless a one-way trip is more convenient) (Fishman, Washington, and Haworth 2013). Therefore, private ownership can be an attractive option. The same study found that most micromobility trips replaced trips by sustainable modes such as transit or walking, but that is perhaps less likely to be the case in Brooklyn Park—where most trips are car-based. Separate research in Portland, Oregon, indicates that the use of e-bikes may significantly reduce carbon emissions by shifting travel away from cars (McQueen, MacArthur, and Cherry 2020).

Although e-bikes offer an additional level of convenience for the rider, the upfront cost can be a challenge. However, in May 2023, Minnesota approved a transportation omnibus bill (HF2887) that includes an electric-assisted bicycle rebate (Minnesota Legislature 2023). This rebate is modeled after a similar e-bike rebate program in Colorado. The bill establishes rebates of 75% of eligible expenses up to \$1,500 for the individual purchase of e-bikes; the rebates will be available through June 30, 2026. An eligible individual may apply to the commission for a rebate certificate to use at eligible retailers. The rebate includes income-based requirements that must be met to qualify for the maximum rebate amount:

- 75% of expenses is reduced by 1 percentage point (down to a minimum of 50%) for each \$4,000 of the eligible individual's adjusted gross income more than \$50,000 for a married taxpayer filing jointly and \$25,000 for all other filers.
- Rebates are available beginning July 1, 2024, on a first-come, first-served basis; 40% of certifications are reserved for low-income taxpayers (married filing jointly with adjusted gross income less than \$78,000 or any other filer with adjusted gross income less than \$41,000).

According to the legislation, a qualifying individual applies to the commissioner of transportation for the rebate and then assigns the rebate certificate to an eligible retailer at the time of purchase. Rebate certificates must be used within 2 months of the certificate's issue date and cannot be transferred to other individuals. Eligible retailers must reduce the price of the electric-assisted bicycle by the rebate amount at the time of sale. These retailers then can apply to the commissioner for the rebate amount within 1 month of the date of sale. The process for an individual to apply to the commission for rebate certificates and for eligible retailers to receive the rebate from the commissioner is still being established at the time of report publication.

Denver, Colorado, began offering a similar annual rebate program for e-bike purchases in April 2022, where city residents can receive \$300 toward the purchase of an e-bike or \$500 toward an e-cargo bike. Income-qualified residents can receive rebates of \$1,200 or \$1,400 for an e-bike or e-cargo bike, respectively. The program is funded through the city's Climate Protection Fund and has been wildly popular, with the waivers claimed quickly and more than 5,500 e-bikes purchased. Of those who purchased e-bikes through the program (of whom 67% were income-qualified) and responded to a follow-up survey, 65% rode their bike daily and 90% rode weekly (City of Denver 2023). The average trip length was 3.3 miles compared to an average of 1.6 miles for the city's shared e-bike system over the same period. This finding gives some credence to different use cases for private vs. shared micromobility. At the national level, the E-BIKE Act, proposed March 2023 in the United States Congress, would provide up to \$1,500 in tax credits for the purchase of qualified e-bikes if it is passed (Panetta 2021). This program would function similarly to the tax credits for EV purchases described previously.

## Mobility Education and Equity

The mobility policies, programs, and methods outlined in this document would all benefit Brooklyn Park residents while potentially reducing traffic congestion, carbon emissions, local pollutant emissions, and income spent on mobility. However, the programs are less effective if residents are not aware of their existence or how to best take advantage of them.

The Center for Neighborhood Technology estimates that households should spend at most 45% of their income on housing and transportation combined and offers tools to calculate those costs for neighborhoods to evaluate trade-offs (CNT 2018). With mobility closely linked to gainful employment—and disadvantaged and low-income households typically spending an outsized share of money and time on transportation—it is important to inform those groups of new mobility options that might reduce that time or cost burden. Low-income households are also less likely to have a private vehicle available for use by each adult (Figure 14).<sup>13</sup>

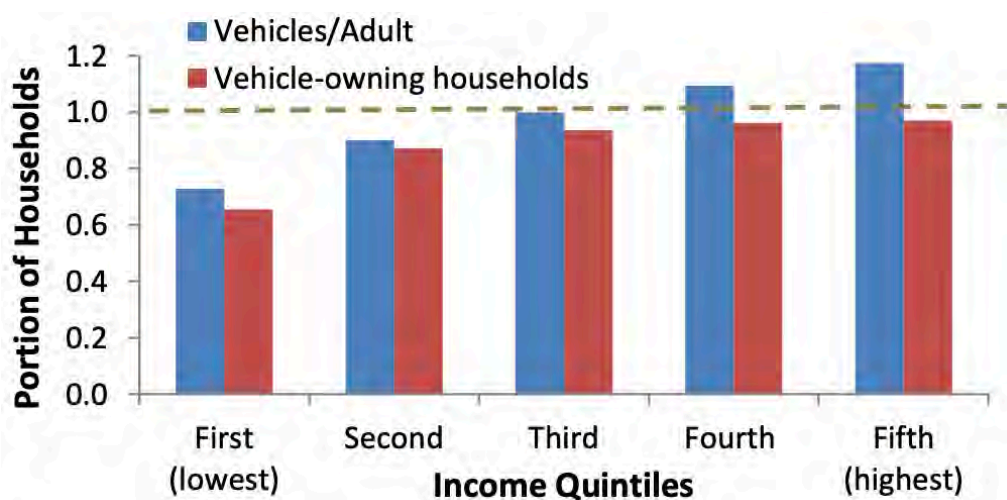


Figure 14. Measure of vehicle ownership level by income bracket (quantile).

Source: Litman 2023

Consumer awareness programs for EVs—including how they operate, their benefits over CVs at global and local levels, and their capabilities and reliability as personal vehicles—are key components driving early EV adoption (Jin and Slowik 2017). A common form of EV education is a ride-and-drive event where government fleet EVs or private vehicles from volunteer owners are shown and the public can ask questions, sit in the vehicles, and learn how EV ownership compares to CV ownership. Studies have shown that regularly scheduled events can result in as many as 15% of attendees purchasing an EV within 6 months (Jin and Slowik 2017). Additional promotional materials can be provided at these events to inform attendees of the benefits of EVs, such as emission reductions or lower cost of ownership, and educate about incentive policies such as the federal tax credit.<sup>14</sup>

<sup>13</sup> The Victoria Transport Policy Institute offers a guide on integrating transportation equity into transportation planning; the document highlights the importance of inclusive transportation planning across different types of disadvantaged individuals and communities: <https://vtpi.org/equity.pdf>.

<sup>14</sup> Drive Electric Minnesota has resources to help plan and carry out successful ride-and-drive events: <https://driveelectricmn.org/>.

Consumer awareness and educational campaigns about the safety measures and advantages of e-micromobility and on-demand transit systems would provide several benefits to Brooklyn Park and support a sustainable paradigm shift toward shared mobility. Benefits include “reducing traffic congestion, pressure on parking, and the use of raw materials and associated waste streams” (DOT 2023b) as well as reduced greenhouse gas emissions and increased affordability compared to personal CVs or even EVs (ibid). Safety awareness includes educating riders and other sidewalk and road users about safely operating and sharing infrastructure, using protective equipment such as helmets, and advocating for investment in more protected infrastructure (Shadel Fischer 2020). Social media awareness campaigns regarding on-demand transit systems have also been shown to support the use of more sustainable and accessible mobility options. Through these campaigns, the public learns that on-demand transit systems can 1) provide solutions to first- and last-mile connectivity issues for public transportation users, 2) offer services to people with disabilities, 3) develop mobile apps that integrate public and private transportation services into a singular user system to streamline transfers, and 4) provide discounts to promote more equitable access and use (Patel et al. 2022). These electric mobility on-demand and micromobility options are particularly effective when they are integrated into public transit systems to provide more access to flexible mobility options, including first- and last-mile connectivity.



## Conclusion

With the availability of new transportation technologies—including EVs, on-demand mobility services, and micromobility, many avenues can enable greater access to mobility in Brooklyn Park and strengthen connections to surrounding cities. Mobility enables access to essential and nonessential services and resources such as gainful employment, education, health care, and entertainment. Given that disadvantaged and low-income households typically spend a disproportionately higher share of their income on transportation (DOT 2022), providing new mobility options can be an important step toward reducing the time and cost burden of transportation for those households.

Existing transportation plans in and around Brooklyn Park provide opportunities to expand all residents' access to mobility and the region's resources. The future buildout of the Blue Line extension—with five stations planned for Brooklyn Park—represents an opportunity for first- and last-mile transportation options to enable residents to use the new link to downtown Minneapolis and the airport. It also offers opportunities for education, employment, entertainment, and economic development. Importantly, prioritizing first- and last-mile access to future Blue Line stations would provide more equitable mobility options for Brooklyn Park residents without reliable access to a car.

Aligning these new transportation options and opportunities with local community needs and priorities is an important next—and ongoing—step. Engaging with climate-vulnerable Brooklyn Park communities as part of the U.S. Department of Energy's Communities LEAP project will provide community-grounded direction for future projects and support. Analysis of engagement results will include community-identified electric mobility priorities that can help the city determine how to best serve its most historically underserved residents. Although the accessibility and affordability of electric mobility continue to be practical challenges for many communities, the options provided in this report—and the community-identified barriers, needs, and priorities revealed by the Communities LEAP engagement process—can ground the city as it charts pathways toward electric mobility that serve all its residents.

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## Appendix A. Types of Electric Vehicles

The term electric vehicle (EV) refers to certain categories of vehicle powertrains that are common in their use of a battery to store electric energy, which drives an electric motor. The primary categories include BEVs, PHEVs, and HEVs. These are differentiated from CVs, which are fueled by gasoline or diesel and powered by an internal combustion engine (sometimes also referred to as internal combustion engine vehicles). Hydrogen fuel cell electric vehicles are also considered EVs but are unlikely to be widely sold as passenger vehicles in the near term. HEVs are driven primarily using an engine fueled by gasoline but also have a small battery that can be charged when the vehicle brakes. This regenerative braking is also featured in other EVs, but HEVs cannot be plugged into an external charging source.

The differences between these categories are described next and shown in Figure A-1.

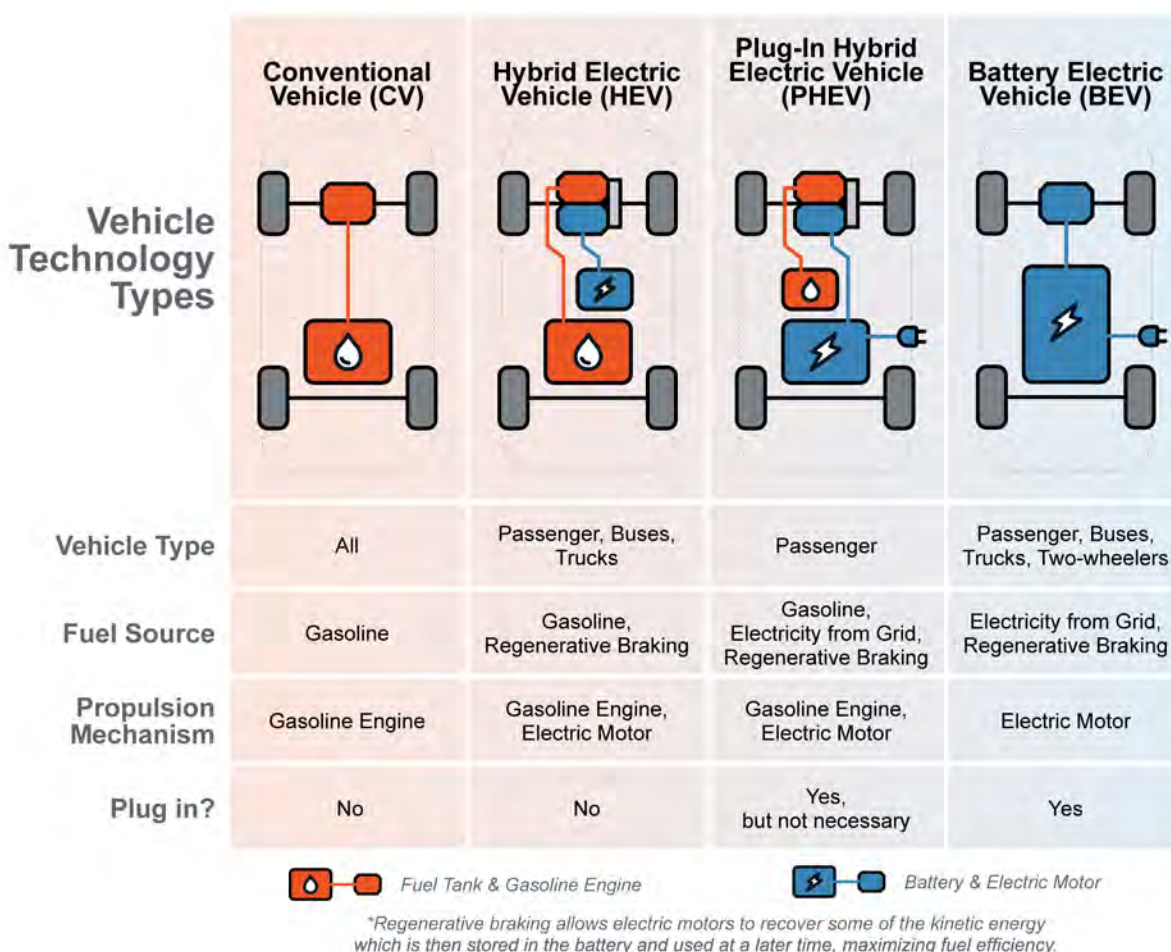


Figure A-1. Types of EV powertrains.

Illustration by Christopher Schwing, NREL

## Appendix B. Types of Electric Vehicle Chargers

EV charging infrastructure can be grouped into several categories; the most critical is how quickly it can recharge the EV battery (the power of the charger, measured in kilowatts [kW]) and its location— at home, in public, or at the workplace. More detail on the different types of chargers is given in Table B-1.

*Table B-1. Overview of Types of EV Charging Infrastructure*

Sources: DOT 2023a; Borlaug et al. 2020

	Level 1	Level 2	DCFC
Voltage	120 V AC	208–240 V AC	400–1,000 V DC
Power (kW)	1 kW	7–9 kW	50–350 kW
Estimated Driving Range Added per Hour	2–5 miles	10–20 miles	180–240 miles
Locations Chargers are Installed	Home	Home, Public, Work	Public
Purchase and Installation Cost	\$0	Home: \$1,836/plug Public/Work: \$6,000/plug	50 kW: \$58,000/plug 150 kW: \$150,000/plug

Low-power chargers (levels 1 and 2) are typically installed where an EV is likely to be parked for longer periods of time and does not need a shorter charging time. Home and workplace charging are ideal locations for these chargers because an EV is generally parked for a long period during the workday or overnight. Level 1 charging can be done directly from a standard 120-V outlet available in residential and business settings. An EV can also plug directly into a standard 240-V outlet (a circuit often used for a home washer and dryer) for level 2 charging, or a stand-alone charger device can be purchased and installed on a dedicated circuit.

DCFCs provide the added convenience of charging an EV battery in 20–30 minutes. These chargers cost more to install than levels 1 or 2 and typically cost more to use (for public chargers) because of the additional electrical generation and distribution infrastructure required. These chargers are commonly installed at desirable public locations, on long-distance travel corridors, or in high-traffic areas. Level 1 and 2 charging uses alternating current, whereas DCFC uses direct current.







# Electric Mobility Opportunities for Brooklyn Park, MN

Dustin Weigl, Nicole Rosner, Kaylyn Bopp

*National Renewable Energy Laboratory [NREL]*

January 24, 2024



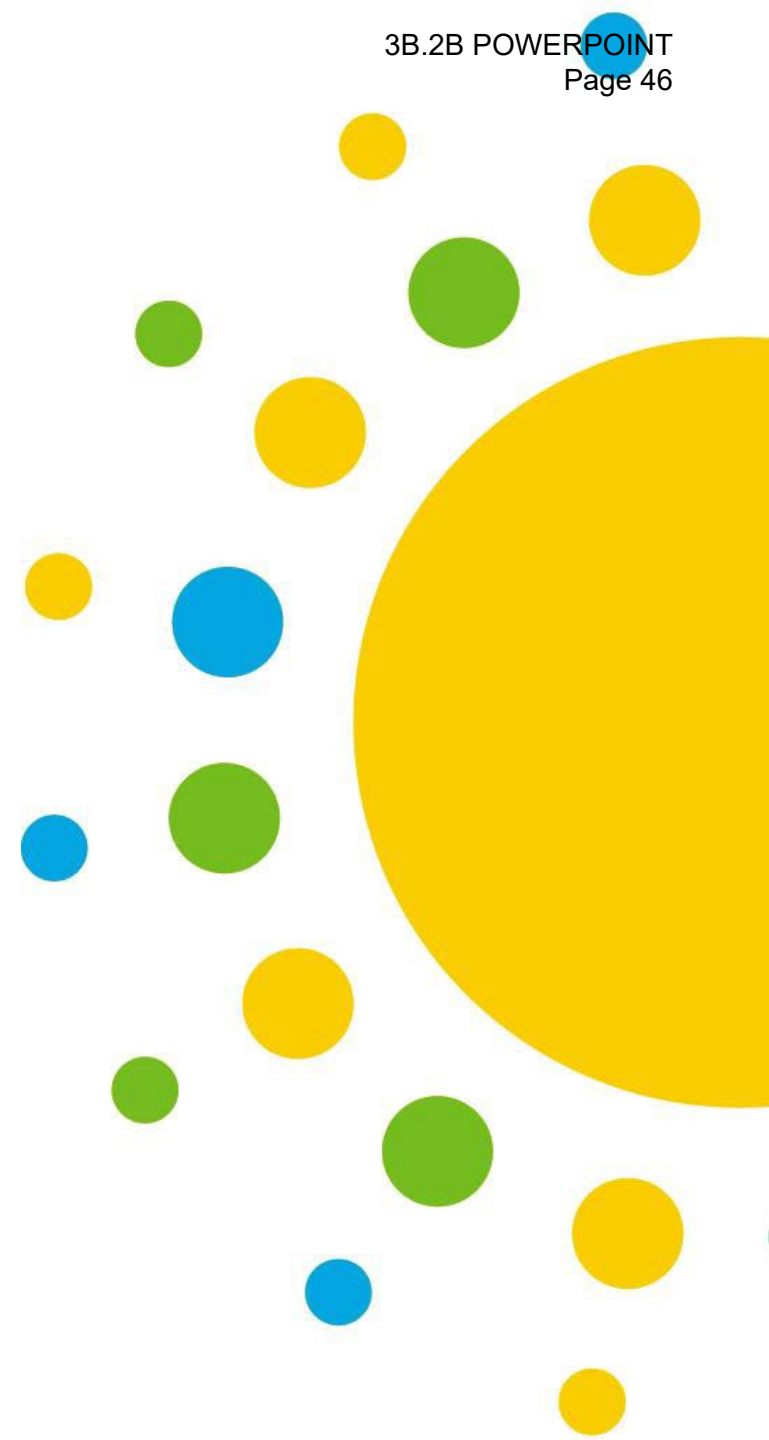
# Notice

This work was authored by the National Renewable Energy Laboratory (NREL), operated by Alliance for Sustainable Energy, LLC, for the U.S. Department of Energy (DOE) under Contract No. DE-AC36-08G028308. Funding provided by the DOE's Communities LEAP (Local Energy Action Program) Pilot.

*This work is in final form and was conducted by National Renewable Energy Laboratory (NREL) staff for use only by Brooklyn Park. The data, results, conclusions, and interpretations presented in this document should not be disseminated, quoted, or cited. The methodology, formulas, and analysis used and presented in this document and the views herein do not necessarily represent the views or endorsement of NREL, the U.S. Department of Energy, the U.S. Government, or any agency thereof.*

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**1** **Communities LEAP Overview**

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**2** **Electric Mobility Report Introduction**

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**3** **Electric Mobility Programs**

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**4** **Infrastructure Needs**

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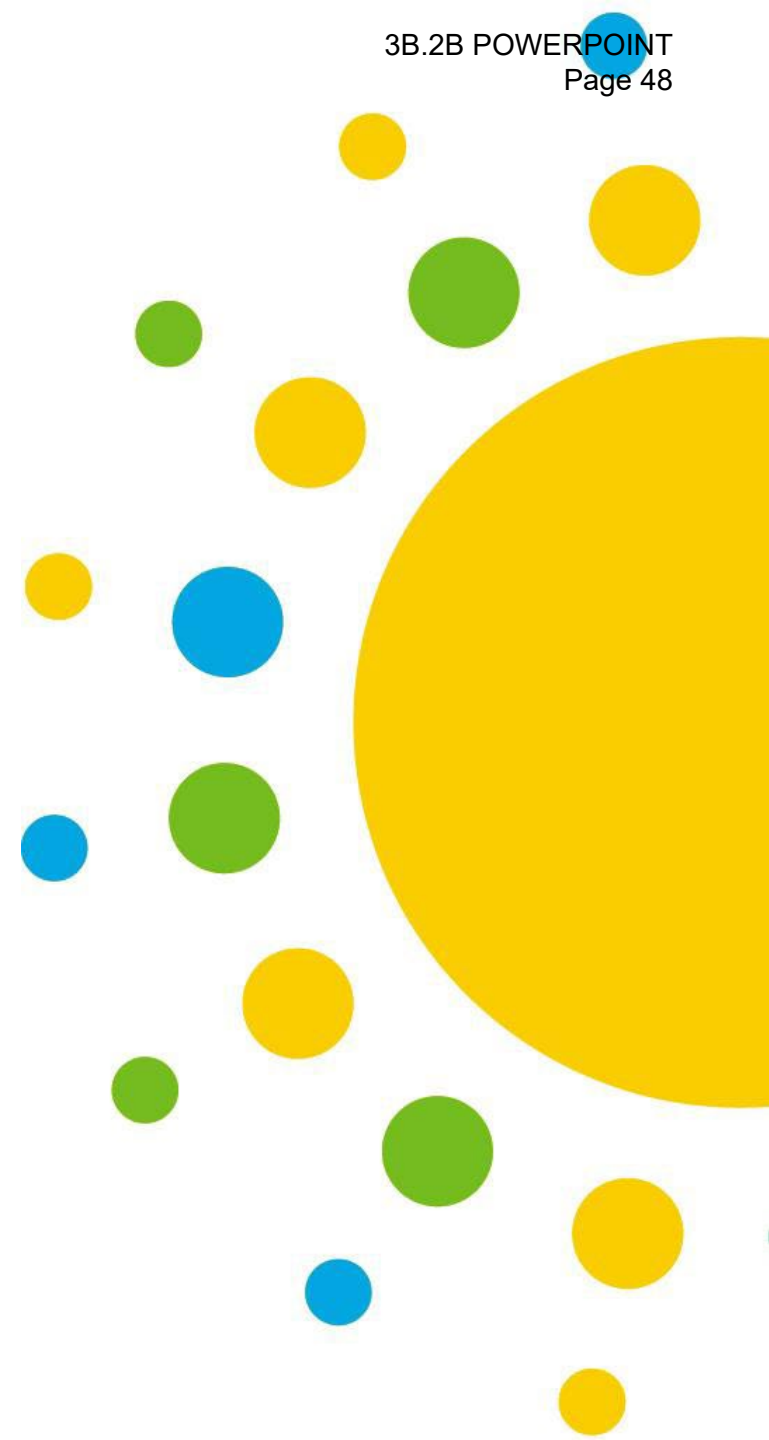
**5** **Brooklyn Park Opportunities**

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**6** **What's Next**

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# Communities LEAP Overview



# About Communities LEAP

## Local Energy Action Program

- A U.S. Department of Energy pilot program that supports community-driven action plans for clean energy-related economic development.
- This opportunity is open to low-income, energy-burdened communities that experience environmental justice challenges and/or direct economic impacts from reducing reliance on fossil fuels.
- Communities LEAP reflects the Biden-Harris Administration's climate and justice commitments.



# 24 Competitively Selected Pilot Communities



# Communities LEAP - Hennepin County

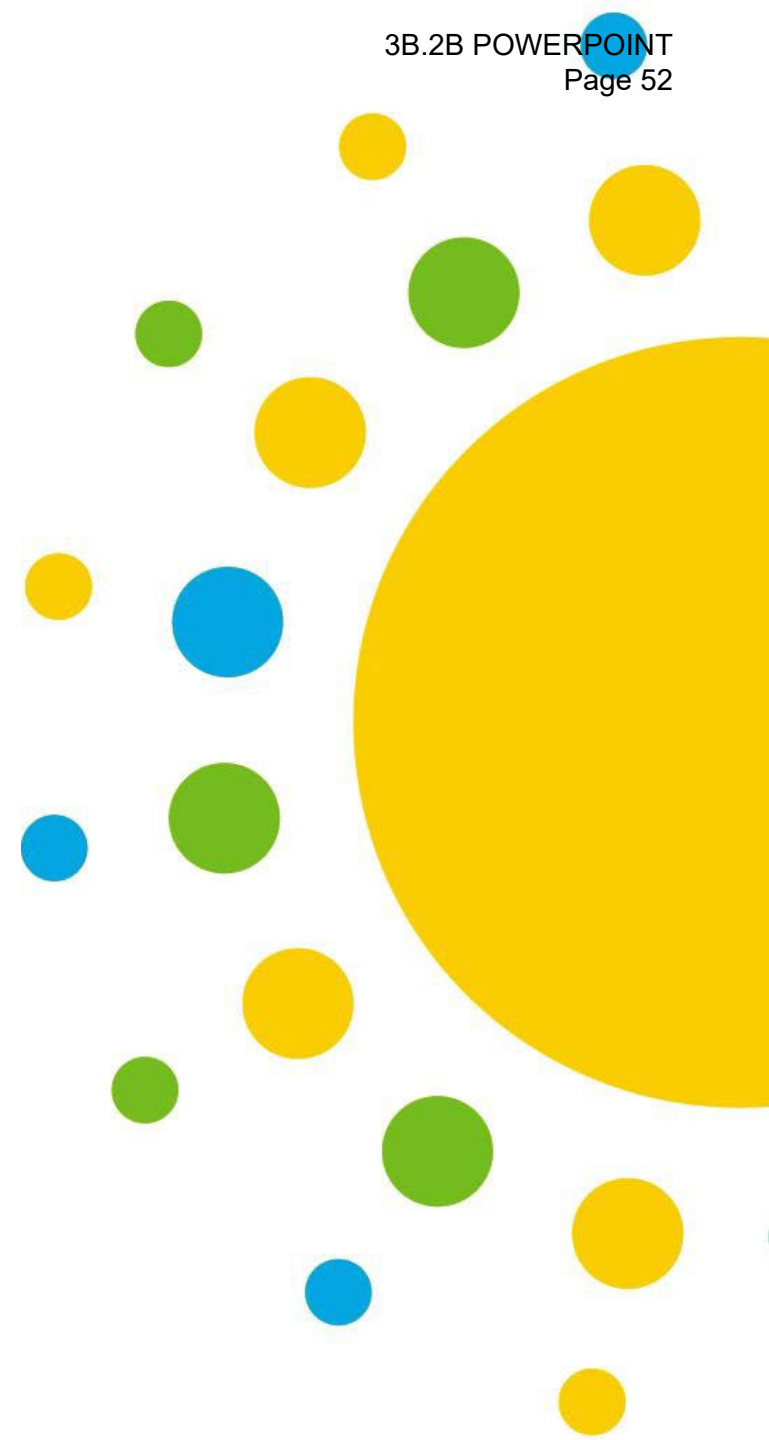
## Two Goals

- Learn what each community's priorities are and share them with the city, county, and state government to inform transportation plans and project.
- Bridge divides between government and community, building pathways for community-guided decision-making on future transportation plans.



# Electric Mobility Report Introduction

Dustin Weigl





# Report Contents

- Electric mobility technology overview
- Vehicle electrification:
  - Current electric vehicle (EV) and charger availability
  - EV purchase incentives
  - EV charger incentives
  - Benefits of vehicle electrification
- Electric mobility adoption:
  - Carshare
  - On-demand services
  - Micromobility
  - Public education
  - Equity



Photo credit Didier Bolaños Gonzalez

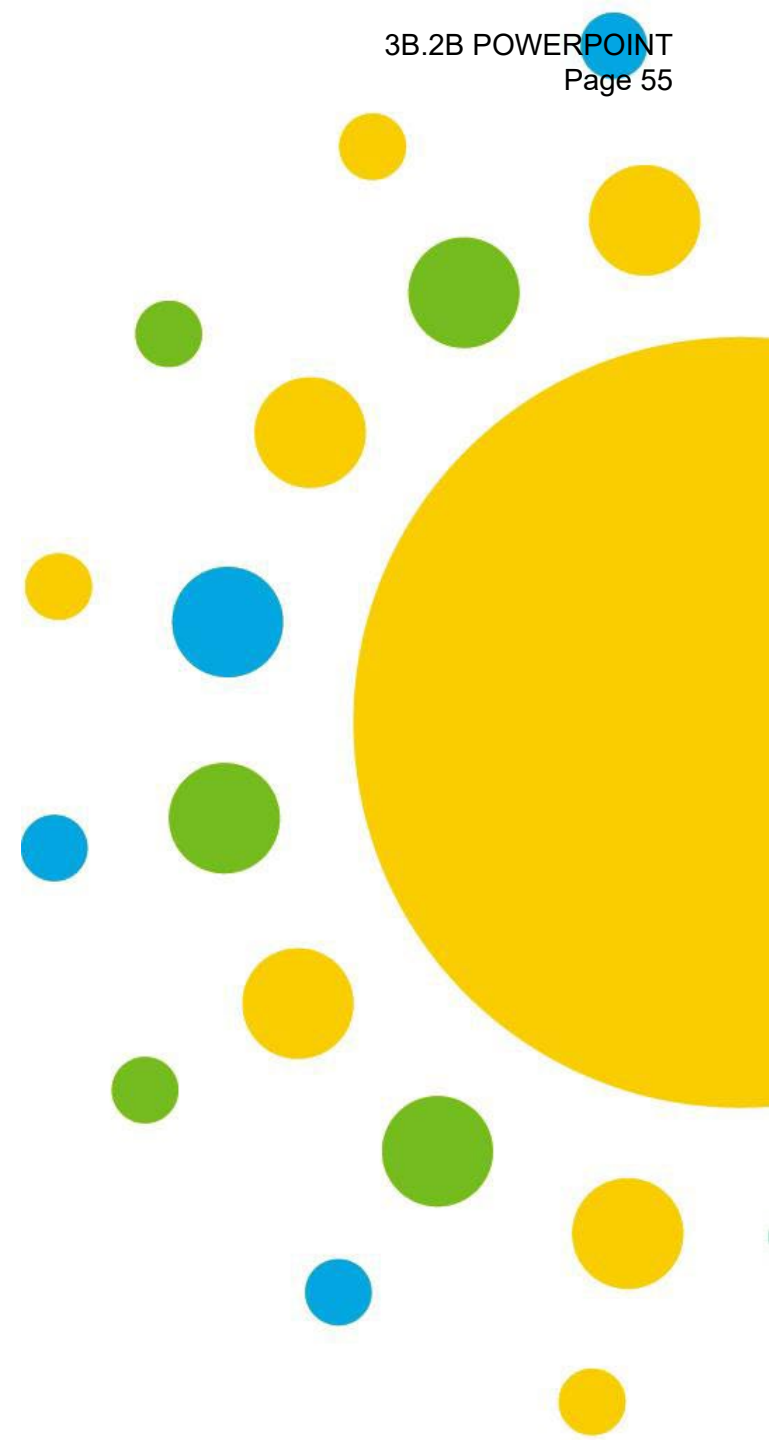
# Why Electric Mobility?



- Diverse electric mobility choices (traditional vehicles, e-bikes, scooters)
- Market-ready technology
- Significant environmental benefits
- Lower cost of vehicle ownership for some vehicle types and use cases.
- Large federal and state incentives for new and used EVs.

# Electric Mobility Programs

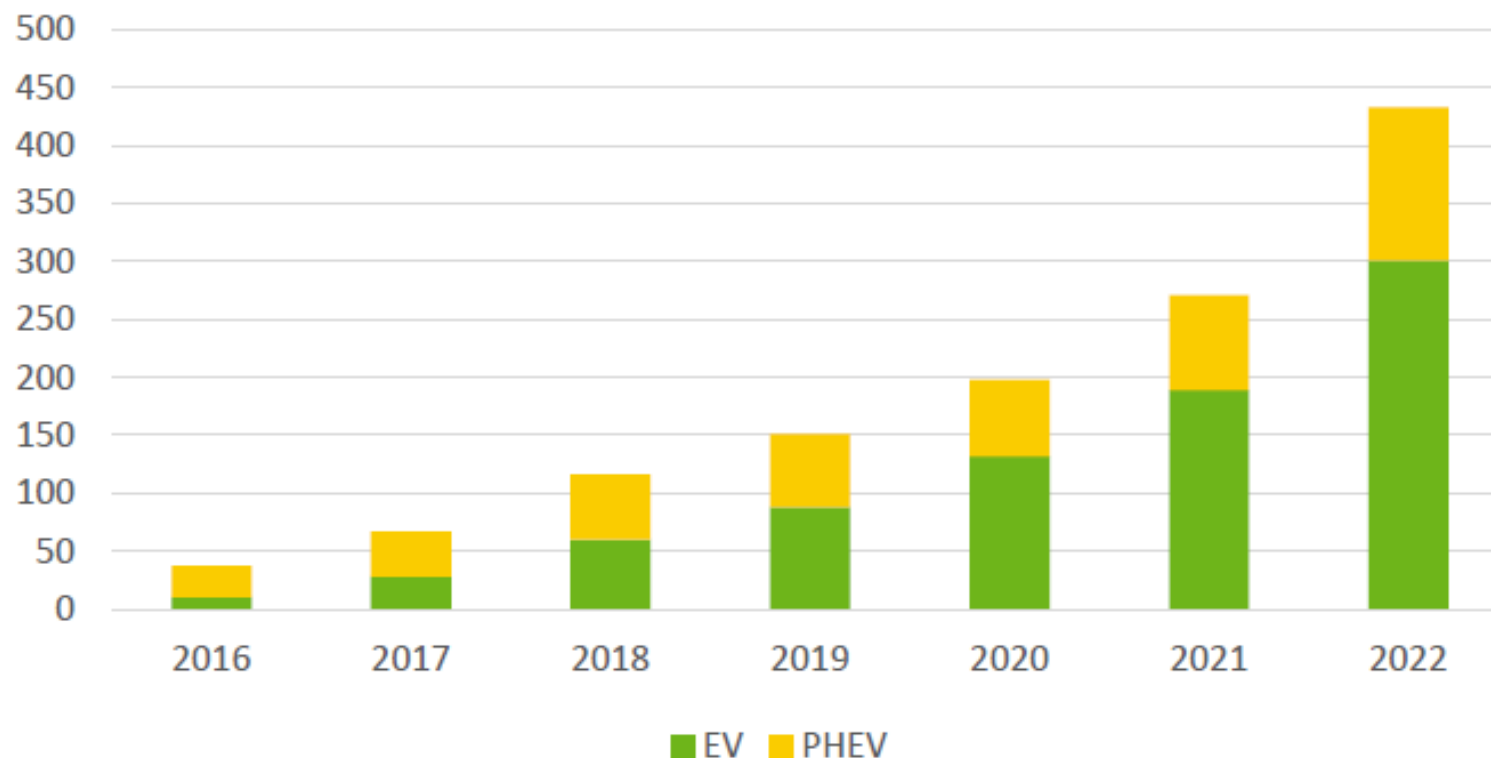
Dustin Weigl



# Personal Electric Vehicles

- 93% of Brooklyn Park households have at least 1 vehicle.
- EV registrations increasing, but total ownership is still low.
- State and federal tax incentives for new and used EVs could increase adoption.

### Brooklyn Park EV and PHEV Vehicle Registrations



# Shared Electric Mobility & Micromobility

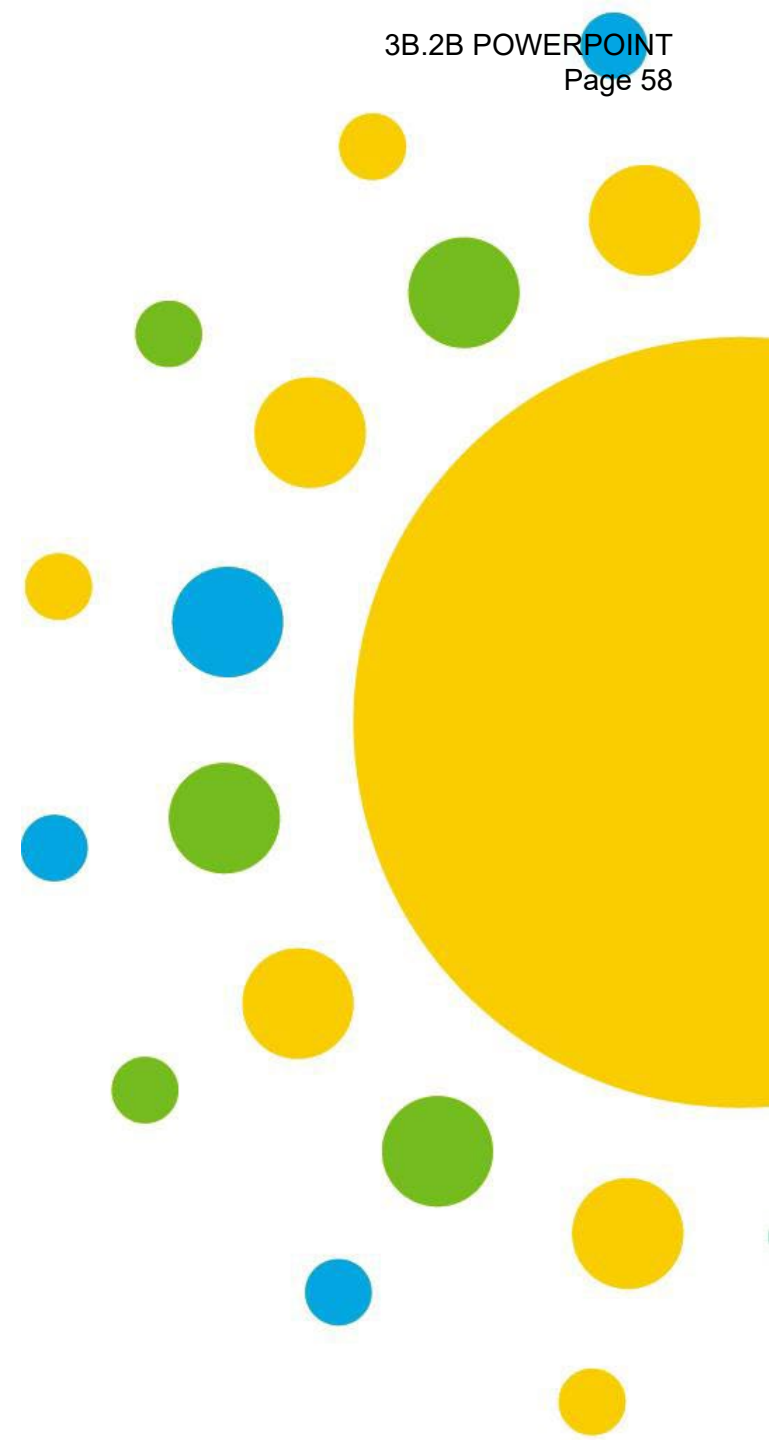
- Provide a valuable mobility alternative to a personal vehicle.
- Electric carshare case studies and benefits.
- On-demand services and microtransit.
- Shared and private electric micromobility:
  - E-bikes, electric scooters, and more.
  - Existing Bird service discontinued.



Clockwise from upper left: Photo from Evie Carshare; Photo by [Wilson, NC](#); Photo by Didier Bolaños Gonzalez; Photo from Brooklyn Park 2022

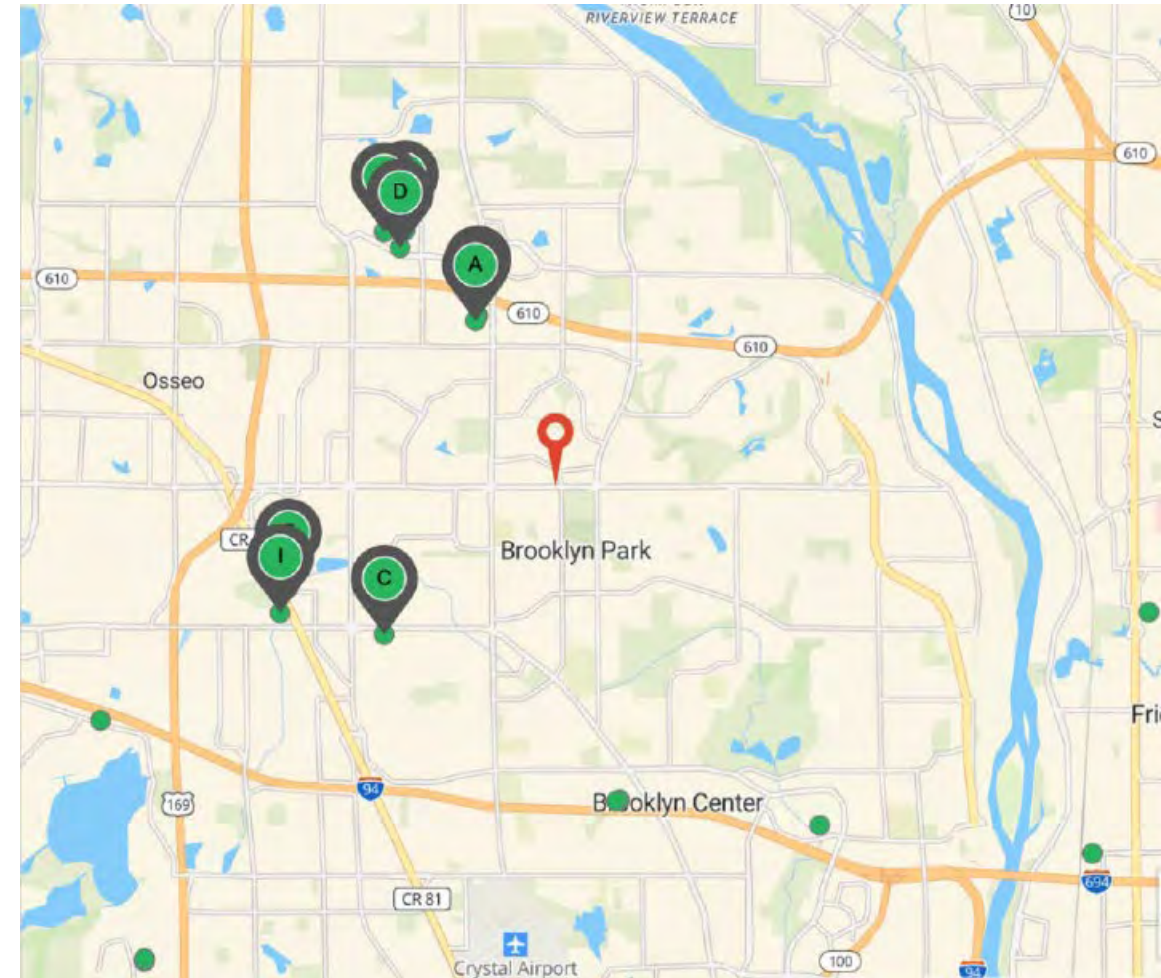
# Infrastructure Needs

Dustin Weigl



# Electric Vehicle Charging

- Home charging drives initial EV adoption but requires dedicated parking (garage) and may be costly.
- Public charging is currently limited in Brooklyn Park.
- Significant federal incentives available for installation of EV charging infrastructure.
- A DCFC charging station is planned for I-94 near Brooklyn Park.
- Charging availability is critical to encourage EV adoption



*Public charging stations in Brooklyn Park. Four of the seven stations are at car dealerships and may not be available for public use. AFDC 2023*

# Built Environment

- Community-informed design and locating of bike lanes or cycle tracks, signage, and transit integration.
- Education and awareness campaigns to encourage adoption of new mobility options and improve safety of vulnerable road users.
- Analysis to ensure complete transport network (bike lane and sidewalks) and EV charging locations



Photo from Brooklyn Park Pedestrian and Bicycle Plan (2015)



# Brooklyn Park Opportunities

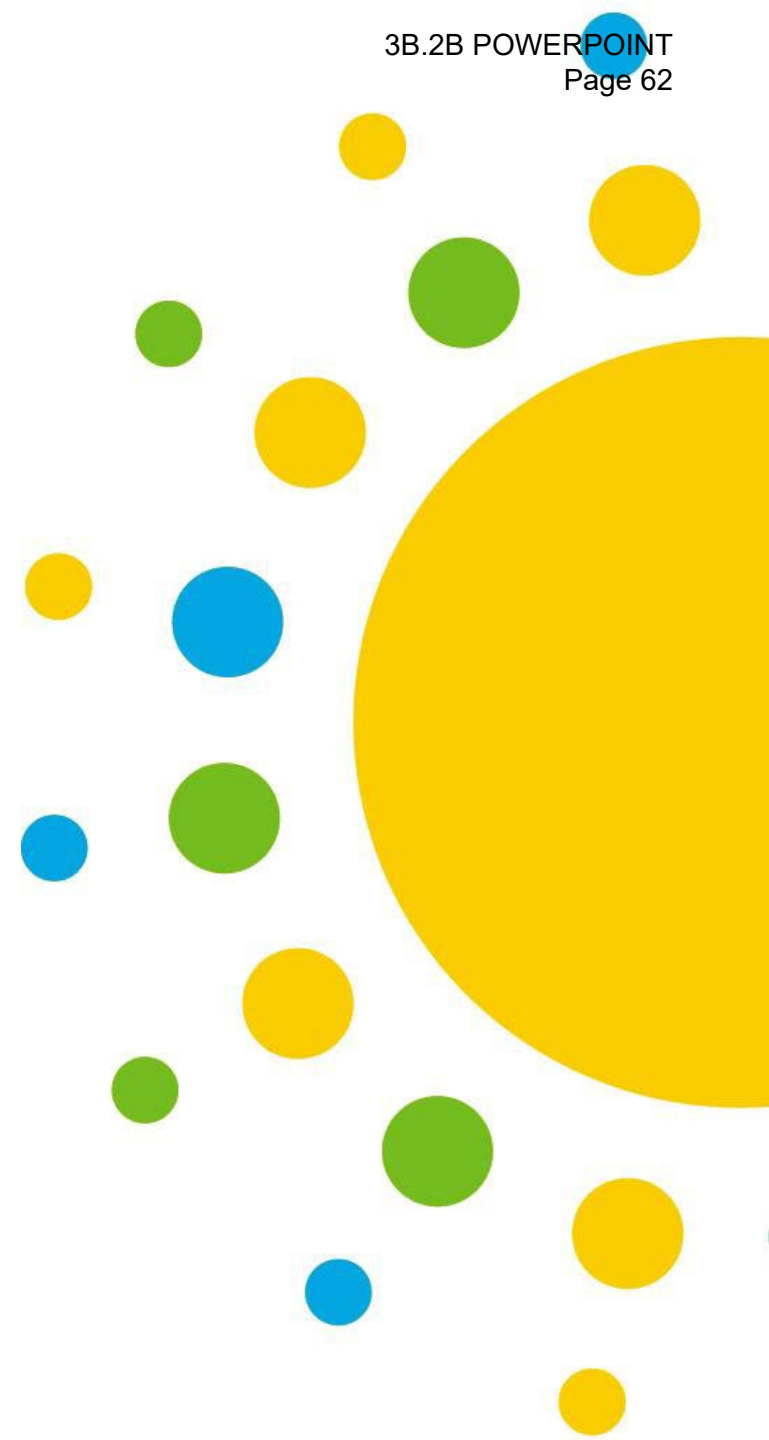
## Ongoing engagement and education:

- Promoting incentives and tax credits to individuals and businesses.
- EV education through ride-and-drive events.

## Expanding access to mobility options:

- Establish first- and last-mile mobility options for new Blue Line stations.
- Expand access to existing programs, like Evie carshare or Metro Transit's micro pilot.
- Expand charging options including at multifamily housing.

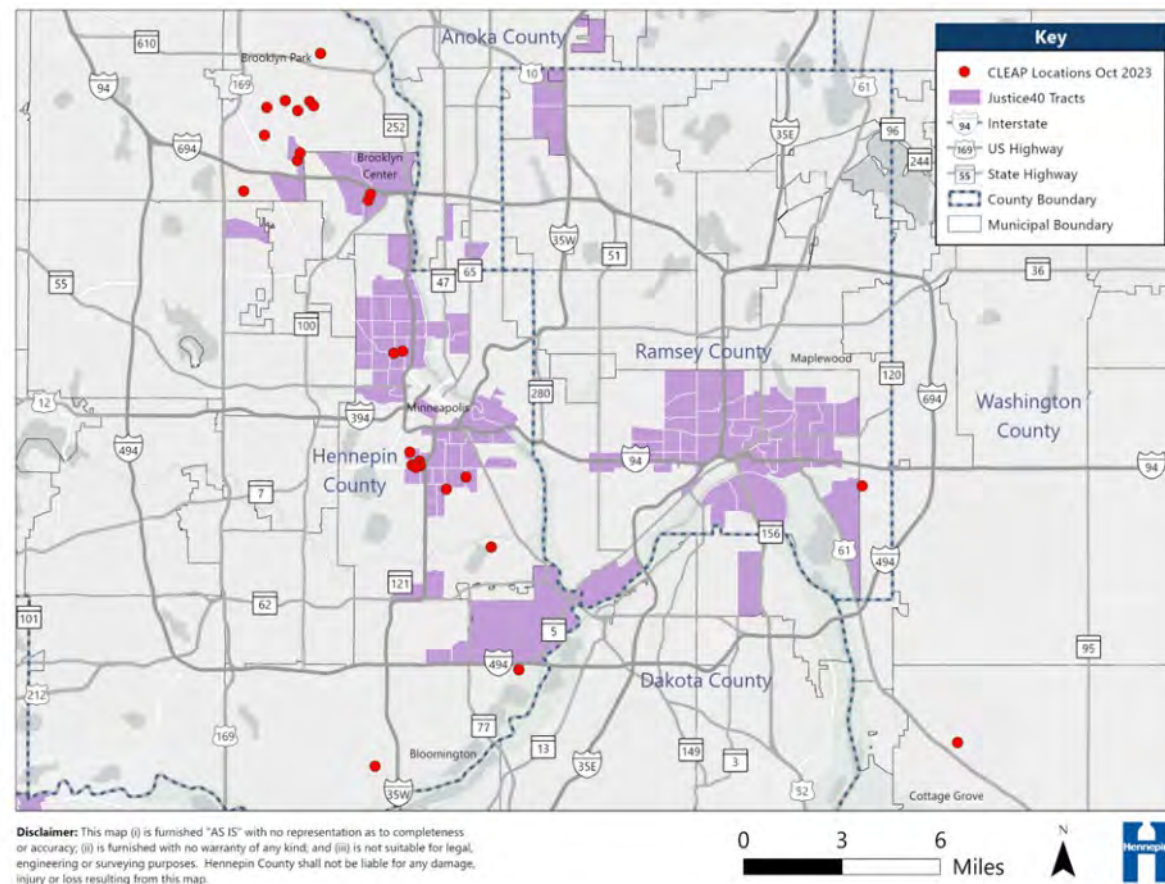
# What's Next



# March 2024

## Pathways Toward Electric Mobility report

- Proposes a set of community-determined targeted strategies.
- These include:
  - Providing financial incentives like rebates to enhance e-mobility access.
  - Informing residents of e-mobility options, benefits, and mobility programs.
  - Ensuring equitable distribution of e-mobility infrastructure across the county.





# Thank You

[www.energy.gov/communitiesLEAP](http://www.energy.gov/communitiesLEAP)

Produced for the U.S. Department of Energy  
by the National Renewable Energy Laboratory (NREL).

DOE/FS-XXXX-XXXX • Month Year

Cover Photo by [Firstname Lastname, Affiliation 12345](#)

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# City of Brooklyn Park Request for Council Action

<b>Agenda Item:</b>	4.2	<b>Meeting Date:</b>	January 29, 2024
<b>Agenda Section:</b>	Consent	<b>Originating Department:</b>	Administration
<b>Resolution:</b>	X	<b>Prepared By:</b>	Mike Freske, Employment Attorney
<b>Ordinance:</b>	N/A		
<b>Attachments:</b>	1	<b>Presented By:</b>	Jay Stroebel, City Manager
<b>Item:</b>	Approval of the 2024-2025 Collective Bargaining Agreement with the International Union of Operating Engineers, Union, Local 49		

## City Manager's Proposed Action:

MOTION \_\_\_\_\_, SECOND \_\_\_\_\_, TO WAIVE THE READING AND ADOPT RESOLUTION #2024-\_\_\_\_ APPROVING STAFF TO ENTER INTO A TWO-YEAR COLLECTIVE BARGAINING AGREEMENT WITH THE INTERNATIONAL UNION OF OPERATING ENGINEERS, LOCAL NO. 49 FOR 2024-2025.

## Overview:

City staff and union representatives from the International Union of Operating Engineers, Local 49, were able to come to a tentative agreement on a collective bargaining agreement for the period of January 1, 2024, through December 31, 2025. Terms of the contract were included under separate cover with Council packet materials for the January 29, 2024, Council meeting. Union membership voted to approve the agreement on January 3, 2024.

**Primary Issues/Alternatives to Consider:** N/A

## Budgetary/Fiscal Issues:

Funds are available in the 2024 general fund budget.

## Attachments:

4.2A RESOLUTION

RESOLUTION #2024-

RESOLUTION APPROVING STAFF TO ENTER INTO A TWO-YEAR COLLECTIVE BARGAINING  
AGREEMENT WITH THE INTERNATIONAL UNION OF OPERATING ENGINEERS, LOCAL NO. 49 FOR  
2024-2025

WHEREAS, the City of Brooklyn Park has reached a negotiated agreement with the International Union of Operating Engineers, Local No. 49 ; and

WHEREAS, section 4.02 of the Employee Handbook, dated September 2013, gives City Council sole authority to enter into a collective bargaining agreement covering City employees.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Park that the labor agreement between the City of Brooklyn Park and the International Union of Operating Engineers Union, Local No. 49 is hereby approved for the years 2024 and 2025, and the City Manager is hereby authorized to execute the same on behalf of the City.

# City of Brooklyn Park Request for Council Action

<b>Agenda Item:</b>	4.3	<b>Meeting Date:</b>	January 29, 2024
<b>Agenda Section:</b>	Consent	<b>Originating Department:</b>	Administration
<b>Resolution:</b>	X	<b>Prepared By:</b>	Mike Freske, Employment Attorney
<b>Ordinance:</b>	N/A		
<b>Attachments:</b>	1	<b>Presented By:</b>	Jay Stroebe, City Manager
<b>Item:</b>	Approval of the 2024-2025 Collective Bargaining Agreement with the Brooklyn Park Police Federation		

## City Manager's Proposed Action:

MOTION \_\_\_\_\_, SECOND \_\_\_\_\_, TO WAIVE THE READING AND ADOPT RESOLUTION #2024-\_\_\_\_ APPROVING STAFF TO ENTER INTO A TWO-YEAR COLLECTIVE BARGAINING AGREEMENT WITH THE BROOKLYN PARK POLICE FEDERATION FOR 2024-2025.

## Overview:

City staff and union representatives from the Brooklyn Park Police Federation, were able to come to a tentative agreement on a collective bargaining agreement for the period of January 1, 2024, through December 31, 2025. Terms of the contract were included under separate cover with Council packet materials for the January 29, 2024, Council meeting. Union membership voted to approve the agreement on December 19, 2023.

**Primary Issues/Alternatives to Consider:** N/A

## Budgetary/Fiscal Issues:

Funds are available in the 2024 general fund budget.

## Attachments:

4.3A RESOLUTION

RESOLUTION #2024-

RESOLUTION APPROVING STAFF TO ENTER INTO A TWO-YEAR COLLECTIVE BARGAINING  
AGREEMENT WITH THE BROOKLYN PARK POLICE FEDERATION FOR 2024-2025

WHEREAS, the City of Brooklyn Park has reached a negotiated agreement with the Brooklyn Park Police Federation; and

WHEREAS, section 4.02 of the Employee Handbook, dated September 2013, gives City Council sole authority to enter into a collective bargaining agreement covering City employees.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Park that the labor agreement between the City of Brooklyn Park and the Brooklyn Park Police Federation is hereby approved for the years 2024 and 2025, and the City Manager is hereby authorized to execute the same on behalf of the City.

# City of Brooklyn Park Request for Council Action

<b>Agenda Item:</b>	4.4	<b>Meeting Date:</b>	January 29, 2024
<b>Agenda Section:</b>	Consent	<b>Originating Department:</b>	Community Development
<b>Resolution:</b>	X	<b>Prepared By:</b>	Felicia Jappah, Project Coordinator, Pandemic Response
<b>Ordinance:</b>	N/A		
<b>Attachments:</b>	1	<b>Presented By:</b>	Felicia Jappah
<b>Item:</b>	2023 Budget Amendments American Rescue Plan Act (ARPA)		

## City Manager's Proposed Action:

MOTION \_\_\_\_\_, SECOND \_\_\_\_\_, TO WAIVE THE READING AND ADOPT RESOLUTION #2024-\_\_\_\_ TO AMEND THE 2023 AMERICAN RESCUE PLAN ACT (ARPA) BUDGET TO ALLOW TRANSFER OF FUNDS FROM THE FINANCIAL CONSULTING PROJECT TO THE LEGAL SERVICES PROJECT.

## Overview:

This action is to request City Council approval for ARPA budget increase for Legal Services using funds from the ARPA Financial Consulting project. Legal Services was underbudgeted in 2023 and Financial Consulting was overbudgeted. This transfer allows funds already in the budget to be transferred from one project to the other – no new funds are requested.

**Primary Issues/Alternatives to Consider:** N/A

## Budgetary/Fiscal Issues:

The budget amendment is necessary to increase the Legal Services 2023 project budget. This increase will provide additional revenue to ensure that the costs associated with legal services needed to administer the ARPA in 2023 are adequately covered.

The 2023 ARPA budget for Legal Services and Financial Consulting Services was set in the ARPA budget approval by City Council in 2022. This request allows the transfer of funds from the Financial Consulting project to Legal Services project for 2023 expenses.

## Attachments:

4.4A RESOLUTION



RESOLUTION #2024-

RESOLUTION TO AMEND THE 2023 AMERICAN RESCUE PLAN ACT (ARPA) BUDGET TO ALLOW TRANSFER OF FUNDS FROM THE FINANCIAL CONSULTING PROJECT TO THE LEGAL SERVICES PROJECT

WHEREAS, the 2023 the Adopted Budget included \$10,000 for Legal Services and \$125,000 for Financial Consultants for partners/technical assistance for Non-profits; and


WHEREAS, more work related to legal services was needed to administer the ARPA which drove up the cost of legal services beyond the original budget; and

WHEREAS, community partners did not access the services of the financial consultants as anticipated which resulted in less expense then anticipated for the amount allocated in the budget; and

WHEREAS, it is necessary to amend the Financial Consulting and Legal Services to properly fund the Legal Services project based on anticipated expenses for 2023; and

WHEREAS, the amendment will decrease the funds allocated to Financial Consulting services by \$10,000 and increase the funds allocated to Legal Services by \$10,000.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Park to approve 2023 budget amendments as outlined.

City of Brooklyn Park Financial Analysis			 Unique. United. Undiscovered.		
City Council Meeting Date:	January 29, 2024				
RFCA Title:	ARPA Budget amendment for legal services -- 2023				
Agenda Section/Number:	4.4				
Fiscal Analysis/Explanation for Budget Amendment:					
Transfer of funds from the Financial Consulting project budget to Legal Services project budget.					
<b>Changes to the GENERAL LEDGER Budget</b>					
<b>Changes to the PROJECT Budget</b>					
<b>Financing Changes</b>					
<u>Project Number</u>	<u>Funding Source</u>	<u>Description</u>	<u>Current Budget</u>	<u>Changes</u>	<u>Amended Budget</u>
		Total	\$ -	\$ -	\$ -
<b>Spending Changes</b>					
<u>Project Number</u>	<u>Expense Category</u>	<u>Description</u>	<u>Current Budget</u>	<u>Changes</u>	<u>Amended Budget</u>
GRFARP-PH-CRPF	Consultant	Financial consulting service	\$ 125,000.00	\$ (10,000.00)	\$ 115,000.00
GRFARP-AO-LA	Consultant	Legal services	\$10,000	\$ 10,000.00	\$ 20,000.00
		Total	\$ 135,000.00	\$ -	\$ 135,000.00

# City of Brooklyn Park Request for Council Action

<b>Agenda Item:</b>	4.5	<b>Meeting Date:</b>	January 29, 2024
<b>Agenda Section:</b>	Consent	<b>Originating Department:</b>	Rental and Business Licensing Division
<b>Resolution:</b>	N/A	<b>Prepared By:</b>	Megan Bookey, Program Assistant III
<b>Ordinance:</b>	N/A		
<b>Attachments:</b>	1	<b>Presented By:</b>	Keith Jullie, Rental and Business Licensing Manager
<b>Item:</b>	Set a Public Hearing on February 12, 2024, to Consider the Issuance of an On-Sale Wine License and 3.2 Malt Liquor License for House of Kirin, Located at 8600 Edinburgh Centre Drive North		

## City Manager's Proposed Action:

MOTION \_\_\_\_\_, SECOND \_\_\_\_\_, TO SET A PUBLIC HEARING ON FEBRUARY 12, 2024, TO CONSIDER THE ISSUANCE OF AN ON-SALE WINE LICENSE AND 3.2 MALT LIQUOR LICENSE FOR HOUSE OF KIRIN, LOCATED AT 8600 EDINBURGH CENTRE DRIVE NORTH

## Overview:

This is a new On-Sale Wine License and 3.2 Malt Liquor License for House of Kirin located at 8600 Edinburgh Centre Drive North. Lemongrass held a wine and strong beer license converted over to a full liquor license in this same location from 2010 through 2023.

Holding an on-sale wine license in conjunction with a 3.2 malt liquor license provides authorization to the business to serve wine and strong beer.

Pursuant to state statute, they must comply with state laws, local laws, and procedures. To comply with state laws, a public hearing must be held prior to City Council approval of the license required. The results of the inspections and investigations will be available at the public hearing on February 12, 2024.

**Primary Issues/Alternatives to Consider:** N/A

**Budgetary/Fiscal Issues:** N/A

## Attachments:

4.5A PUBLIC HEARING NOTICE

**NOTICE OF PUBLIC HEARING  
CITY OF BROOKLYN PARK, MINNESOTA**

NOTICE IS HEREBY GIVEN that the Brooklyn Park City Council will hold a public hearing in the City Hall Council Chambers, 5200 85<sup>th</sup> Avenue North, on Monday, February 12, 2024, at 6:00 p.m. or soon thereafter to consider the issuance of an On-Sale Wine License and 3.2 Malt Liquor License for House of Kirin, located at 8600 Edinburgh Centre Drive North.

All persons desiring to be heard are invited to attend. Written comments will be received by the Licensing Division prior to the hearing.

Devin Montero  
City Clerk

Published in the Brooklyn Park Sun Post on February 1, 2024.

# City of Brooklyn Park Request for Council Action

<b>Agenda Item:</b>	4.6	<b>Meeting Date:</b>	January 29, 2024
<b>Agenda Section:</b>	Consent	<b>Originating Department:</b>	Fire Department
<b>Resolution:</b>	X	<b>Prepared By:</b>	Shawn Conway, Fire Chief Dan Ruiz, O&M Director Greg Hoag, Park & Building Maintenance Manager
<b>Ordinance:</b>	N/A		
<b>Attachments:</b>	1	<b>Presented By:</b>	Shawn Conway
<b>Item:</b>	Approve A Professional Service Agreement with CNH Architects, to Provide Design Services and Construction Support for the Fire Station # 2 Replacement Project		

## City Manager's Proposed Action:

MOTION \_\_\_\_\_, SECOND \_\_\_\_\_, TO WAIVE THE READING AND ADOPT RESOLUTION #2024-\_\_\_\_ TO APPROVE A PROFESSIONAL SERVICE AGREEMENT WITH CNH ARCHITECTS, IN AN AMOUNT NOT TO EXCEED \$1,438,000.00 TO PROVIDE DESIGN SERVICES AND CONSTRUCTION SUPPORT FOR THE FIRE STATION # 2 REPLACEMENT PROJECT

## Overview:

The City of Brooklyn Park was awarded \$1,150,000.00 from the 2023 State Legislative Session Bonding Funds for pre-design/design work for the Central Fire Station project. On October 9, 2023, the City Council accepted these funds.

On November 30, 2023 a Request for Proposals was advertised in the Sun Post for Professional Architectural Design Services and Construction Support for the Fire Station # 2 Replacement Project.

An evaluation team was formed to evaluate the six proposals received. The evaluation team consisted of:

- Shawn Conway, Fire Chief
- Kurt Frison, Deputy Fire Chief of Operations
- Dan Ruiz, Operations & Maintenance Director
- Greg Hoag, Park & Building Maintenance Manager (O&M)
- Brad Tullberg, Recreation & Parks Director
- Sarah Abe, Development Project Coordinator, (Community Development)

Proposals were evaluated on the following criteria: design team experience, project understanding, work plan approach & schedule, past fire station design, and other relevant information. 50 points total were available from each reviewer for a possible total of 300 points per firm.

From the six proposals received, the evaluation team selected three firms to interview on January 9, 2024. Interviews were scored with each evaluator giving a 10 to their first choice, a 5 to their second choice and a 1 to their third choice for a possible total of 60 points.

The fees proposed by the firms were not revealed to the evaluation team until after the interviews.

Fees for each firm and all cumulative scores are included in the table below.

<b>Firm</b>	<b>Fee</b>	<b>Proposal Score</b>	<b>Interview Score</b>	<b>Total Score</b>
CNH	\$1,438,000.00	280	60	340
BKV	\$1,434,375.00	235	30	265
OPN	\$1,580,126.00	211	6	217

Per the City Purchasing policy for Professional Service & Consultant Contracts, a full evaluation of the proposals, interviews and costs are used to determine which firm would be best for the project. For service contracts, as opposed to construction contracts, the City is not required to go with the lowest bidder. Based on the scores from the proposals, costs and interviews the evaluation team is recommending CNH Architects as the most responsive firm to provide Design Services and Construction Support for the Fire Station # 2 Replacement Project.

**Budgetary/Fiscal Issues:**

There is \$1,150,000.00 in funding from the 2023 State Bonding award. The not to exceed cost from CNH Architects is \$1,438,000.00 which leaves a \$288,000.00 funding gap. City staff will be negotiating with CNH to lower the ultimate cost of the proposed contract and gap. Staff recommends using the Heritage Infrastructure Fund to cover this gap with a reimbursement to the Heritage Infrastructure Fund if additional Bond funds are received for this project.

**Attachments:**

4.6A RESOLUTION

RESOLUTION #2024-

RESOLUTION TO APPROVE A PROFESSIONAL SERVICE AGREEMENT WITH CNH ARCHITECTS, IN AN AMOUNT NOT TO EXCEED \$1,438,000.00 TO PROVIDE DESIGN SERVICES AND CONSTRUCTION SUPPORT FOR THE FIRE STATION # 2 REPLACEMENT PROJECT

WHEREAS, the City of Brooklyn Park was awarded \$1,150,000.00 from the 2023 State Legislative Session Bonding Funds for pre-design/design work for the Central Fire Station project; and

WHEREAS, on October 9, 2023, the City Council accepted these funds; and

WHEREAS, on November 30, 2023 a Request for Proposals was advertised in the Sun Post for Professional Architectural Design Services and Construction Support for the Fire Station # 2 Replacement Project; and

WHEREAS, the Evaluation Team reviewed and scored the six proposals received based on project understanding, work plan approach & schedule, past fire station design, and other relevant information; and

WHEREAS, the Evaluation Team selected three firms to interview; and

WHEREAS, after completing all review and interviews, the Evaluation Team recommends entering into a Professional Services Agreement with CNH Architects in an amount not to exceed \$1,438,000.00; and

WHEREAS, staff recommends using the Heritage Infrastructure Fund to cover the difference of up to \$288,000.00 not received from State Legislative Session Bonding Funds.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Brooklyn Park to approve a Professional Service Agreement for a cost not to exceed \$1,438,000.00 with CNH Architects and to authorize the Mayor and City Manager to execute the agreement.

## City of Brooklyn Park Request for Council Action

<b>Agenda Item:</b>	4.7	<b>Meeting Date:</b>	January 29, 2024
<b>Agenda Section:</b>	Consent	<b>Originating Department:</b>	Administration
<b>Resolution:</b>	X	<b>Prepared By:</b>	Devin Montero, City Clerk
<b>Ordinance:</b>	N/A		
<b>Attachments:</b>	2	<b>Presented By:</b>	Devin Montero
<b>Item:</b>	Adopt a Resolution Appointing Election Judges for the March 5, 2024 Presidential Nomination Primary Election		

**City Manager's Proposed Action:**

MOTION \_\_\_\_\_, SECOND \_\_\_\_\_, TO WAIVE THE READING AND ADOPT RESOLUTION #2024-\_\_\_\_ APPOINTING ELECTION JUDGES FOR THE MARCH 5, 2024, PRESIDENTIAL NOMINATION PRIMARY ELECTION.

**Overview:**

Minnesota State Statute, 204B.21, Subdivision 2, requires election judges for precincts in a municipality to be appointed by the governing body of the municipality at least 25 days before the election at which the election judges will serve. Attached is the list of election judges assigned to the Presidential Nomination Primary Election on March 4, 2024.

**Primary Issues/Alternatives to Consider:** N/A

**Budgetary/Fiscal Issues:** N/A

**Attachments:**

- 4.7A RESOLUTION
- 4.7B EXHIBIT A

RESOLUTION #2024-

RESOLUTION APPOINTING ELECTION JUDGES FOR THE  
MARCH 5, 2024, PRESIDENTIAL NOMINATION PRIMARY ELECTION

WHEREAS, Minnesota State Statute, 204B.21, Subdivision 2, requires election judges for precincts in a municipality to be appointed by the governing body of the municipality at least 25 days before the election.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Park, that the election judges for the March 5, 2024, Presidential Nomination Primary Election be appointed as presented by the City Clerk, per Exhibit A attached hereto and made a part hereof and further authorizing the City Clerk to appoint additional judges if and where needed.



## EXHIBIT A

Abell	Marion	Douglas	Jacalyn
Agbonkhese	Moses	Dow	Linda
Alabi	Sunday	Eickholt	Mary
Alexander	Jacqueline	Eiden	Elizabeth
Alstadt	Arlene	Enzenauer	Kirk
Anderson	Lori	Erickson	Steven
Baker	Elizabeth	Ferrel	Michelle
Batzlaff	Angela	Flugaur	Patricia
Beckman	Terrence	Francis	Deborah
Benitez	Nichole	Frederickson	Maria
Bombich	Tami	Fuller	Jeffery
Bor	Barbara	Gaffney	Annie
Bredesen	Nicole	Gale	Jerry
Brockman	Lois	Gambrel	Diane
Brom	David	Gayflor	Michel
Brown	Laurie	Gerou	Kim
Brown	Phyllis	Gigley	Dionne
Broyles	Joe	Goebel	Michael
Buggs	Sara	Golubski	Janet
Calvert	Kristi	Grady	Alice
Capra	Marcia	Greaves	Sharon
Carter	Jonathan	Greene	Lisa
Chandler	Pamela	Gutzwiller	Sandra
Cole	David	Halvorson	Kendra
Coleman	Kim	Harris	Lillie
Coller	Joanne	Harris-Ward	Andrea
Collins	Othello	Hartfiel	Carolyn
Corbett	Jennifer	Hedman	Michael
Crandall	Beth	Hedman	Sharon
Daggett	Janice	Heiskala	Julie
Dean	Jennifer	Helgeson	Dezra
Debner	Steven	Helgeson	Joel
Derhak	Stephanie	Hennen	Nancy
Derrick	Melia	Herald	Vicki
	Arthur	Herbach	Susan
Dickson	(Dana)	Holmgren	Ronald
Dickson	Ruth	Hussain	Nausheena
Doe	Wayne		

Imholte	Vicki
Janson Kelley	Robert
Johnsen	Jacqueline
Johnson	Susan M
Johnson	David
Johnson	Rachel G
Johnson	Laura G
Johnson	Eleanor
Johnson	Carla
Johnson	Reid
Jones	Jean
Jorenby	Daniel
Juntilla	Gerri
Kai	Courage
Kaliher	David
Kari	Julie
Karver	Charles
Kelly-Allen	Linda
Kern	Jackie
Kline	Nancy
Kluempke	Kirk
Knox	Lina
Kollie	Henason
Kollodge	Darryl
Kramer	Janet
Kust	Amy
LaRose	Trudi
Larson	Nancy
Lenzen	Debra
Levens	Joseph
Lewis	Joyce
Linhoff	Heidi
Love	Devona
Lung	Pamela
Maas	Kathy
Mabera	Susan
Maggi	Theresa
Malecki	Kathleen
Malecki	Robert
Mann	Joanne
Mantini	David
Marengo	Melissa
Martinez	Jorge

Matthew	Cynthia
McGarvey	SueAnn
McGehee	Barbara
McLain	John
Miller	Pamela
Miskowic	Janice
Mitchell	Theresa
Mitchell	Ebony
Moore	Sarah
Moore	Vernitta
Morales	Jeanne
Moravec	Kelly
Morris	Quincia
Mose	Anastanciah
Moses	Edwige
Moua	Andrew
Muhich	Michelle
Munsterman	Adele
Munsterman	Walter
Myers	Susan
Nelson	Cheryl
Nerud	Amanda
Norberg	Karen
Onyejekwe	Umebe
Osammor	Miriam
Otten	Tammy
Parupsky	Jeffrey
Paynter	Brenda
Paynter	Mark
Perry	Suzanne
Pettis	Barbra
Pheifer	Edward
Pietari	Jenifer
Plante	John
Plunkett	Tyrone
Pollmann	Kimberly
Purcell	Bruce
Quigley	Pamela
Qureshi	Imran
Ranelle	Michelle
Redepenning	Debra
Reickard	Chad
Reickard	Kristin

Reuter	Theresa
Ronnei	Judith
Rundquist	Celeste
Schaefer	John
Schollmeyer	Michael
Shufelt	Jeri
Sievers	Ann
Simmons	Scott
Simmons	Tammra
Sing	Neil
Sjostedt	Sven
Small	Diane
Smith	Bruce
Smith	Laurie
Spotts	Linda
Ssekyaaya	Jo
Stanislawski	Jodi
Strand	Charles
Supalla	Kassandra
Swant	Susan
Swerdlick	Thomas
Synsteliën	Mary Terese
Taylor	Eve
Thayer	Joyce
Tilong	Denis
Tischler	Megan
Todd	Neal
Tomczik	Susan
Tran	Hieu
Turtoe-Sanders	Patience
Vosika	Richard
Wagener	Timothy
Walber	Lori
Walber	James
Walker	Rebecca
Walsh	Karoll
Walton	Stanley
Ward	Teresa M
Warren	Peggy
Weese	Stanley
Welde	Robert
Welton	Bradley

Wesely	Susan
Yigan-Kohoe	Koffi Michel

# City of Brooklyn Park Request for Council Action

<b>Agenda Item:</b>	4.8	<b>Meeting Date:</b>	January 29, 2024
<b>Agenda Section:</b>	Consent	<b>Originating Department:</b>	Finance Department
<b>Resolution:</b>	X	<b>Prepared By:</b>	Dolly Lee, Assistant Finance Director
<b>Ordinance:</b>	N/A		
<b>Attachments:</b>	2	<b>Presented By:</b>	LaTonia Green, Finance Director
<b>Item:</b>	Public Purpose Expenditures Policy Approval		

## City Manager's Proposed Action:

MOTION \_\_\_\_\_, SECOND \_\_\_\_\_, TO WAIVE THE READING AND ADOPT RESOLUTION #2024-\_\_\_\_\_ ACCEPTING THE CURRENT PUBLIC PURPOSE EXPENDITURES POLICY.

## Overview:

The Public Purpose Expenditures Policy is required to be reviewed and approved annually by the City Council. The attached policy includes changes. Text with strikethrough is proposed for deletion and underlined text is proposed for insertion.

**Primary Issues/Alternatives to Consider:** N/A

**Budgetary/Fiscal Issues:** N/A

## Attachments:

- 4.8A RESOLUTION
- 4.8B PUBLIC PURPOSE EXPENDITURES POLICY

RESOLUTION #2024-

RESOLUTION ACCEPTING THE PUBLIC PURPOSE EXPENDITURES POLICY

WHEREAS, the Public Purpose Expenditures Policy is reviewed annually by the City Council; and

WHEREAS, the City Council elects to accept and implement the current Public Purpose Expenditures Policy as written in the attached policy.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Park that the attached Public Purpose Expenditures Policy be accepted.

~~Text with strikeout is proposed for deletion~~  
Underlined text is proposed for insertion

## **Public Purpose Expenditures Policy**

(Pages 9-13 of the Purchasing Manual and Procurement Policy)

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### **Purpose**

The City Council (Council) recognizes that public funds may only be spent if the expenditure meets a public purpose and the expenditure relates to the governmental purpose for which the City of Brooklyn Park (City) was created.

The meaning of “public purpose” is constantly evolving. The Minnesota Supreme Court has followed a broad approach and has generally concluded that “public purpose” means an activity that meets ALL the following standards:

- The activity will primarily benefit the community as a body.
- The activity is directly related to functions of government.
- The activity does not have as its primary objective the benefit of a private interest whether profit or not-for-profit.

This policy is intended to provide guidelines regarding which expenditures are for public purposes and authorized in accordance with the City’s annual budget process, and which expenditures are not considered to fall within the public purpose definition and are therefore not allowed. There is a public benefit in ensuring high employee productivity and morale, recruitment and retention of personnel.

### **Responsibility**

The City Manager is the responsible authority overseeing all City expenditures and as such is the chief purchasing agent for the City. Responsibility for administering this Public Purpose Expenditure Policy has been delegated to the Finance Department. Further, all officers and employees authorized by their Department to make purchases for the benefit of their respective departments are responsible for complying with this policy and corresponding procedures.

### **Policy (updated 1/09/2023)**

Expenditures of public funds must comply with the public purpose standards defined above. When reviewing an expenditure to verify the standards have been met, the City Manager, or his/her designee, should consider the time of day the event is held, the business purpose of the event, whether the event was intended to attract non-City employees, the frequency of the event, and the reasonableness of the cost. The following guidelines address specific examples of public expenditures, but examples are not meant to be all-inclusive.

The Minnesota Supreme Court further clarified that activities that promote the following objectives for the benefit of all the city’s residents further a public purpose:

- Public health
- Safety
- General welfare
- Security
- Prosperity
- Contentment

These procedures are governed by City Charter, the City Council, and State Statute. See appendix for exact references.

### **1. Permitted Expenditures for Meals, Refreshments:**

Use of City funds in reasonable amounts for meals and/or refreshments for elected and appointed city officials and employees are permitted in the following circumstances, with Department Head approval:

- a. City-sponsored events of a community-wide interest where staff are required to be present (e.g., National Night Out, Citizens Police Academy).
- b. City Council, boards and commissions meetings held during or adjacent to a meal hour
- c. Meetings related to City business at which the attendees include non-city representatives
- d. Professional association meetings, conferences and training when meals are included as part of the registration or program fee, or in accordance with the travel policy.
- e. Departmental staff or training meetings (e.g., annual department level picnic)
- f. **Annual** Employee recognition and appreciation events (e.g., service awards, food and beverage, employee recognition event, employee clean up breakfast)
- g. Annual recognition events for volunteer and non-employees
- h. City-sponsored training or work-related meetings where employees are required to participate or be available during break periods
- i. Multi-departmental meetings scheduled during or adjacent to a meal hour when no other meeting time is available
- j. Work activities requiring continuous service when it is not possible to break for meals (e.g., election days, Christmas meal, Thanksgiving meal, water main breaks, emergency snow removal, time sensitive public safety responses)
- k. Healthy snacks and incentives of moderate value provided to attendees of safety, health, and wellness programs for City employees
- l. Events recognizing completion of a significant work-related project (City Manager approval required)
- m. Events, meetings, programming, and incentives of moderate value that are supportive of the City's strategic priorities of inclusion and equity (e.g., food for attendees of training programs; attendance at events intended to increase, broaden, and engage the participation of ethnically and racially diverse communities in city matters)
- n. Bottled water **and coffee** can be provided to officials, members and staff at City association, commission and Council meetings.

### **2. Other Permitted Expenditures**

- a. Retirement and annual service awards recognition (subject to Human Resources guidelines).

Recognition Gift:

Approved up to \$25 per employee, unless part of a Council-approved employee compensation program

Recognition gift purchases over \$25 but less than \$100 per employee, such as caps, pins, rings, watches, statues, plaques, medals, awards, ribbons, and certificates will

be approved by the City Manager or his/her designee for retirement and extraordinary individual or item contributions. **Recognition gifts includes giving additional days off to employees at annual employee recognition event.**

Employee Recognition Awards:

Years of service awards for regular full and part-time employees of \$10.00 per year of service are recognized at 5-year intervals and will be awarded at the Annual Recognition Event.

Retirement Refreshments in recognition of those retiring with over 10 years of service. This amount will not exceed \$50.00.

**Recognition awards will be included in employees' paychecks.**

The Council will allow for the annual appropriation of funds within the Administration Department's budget to pay for such expenditures.

- b. Clothing and Other Sundry Items – Employees may receive clothing and other sundry items of nominal value when these items are made available to the general public or if these items are determined by the City Manager to be important to the successful involvement of employees in promoting our operational values, and special city-sponsored or city supported events (i.e. National Night Out, etc.). Employees may be supplied with clothing, boots and other gear necessary for the performance of their job
- c. Staff time and equipment use for city sponsored employee events as approved by City Council and/or City Manager as allowed by state statute and/or city charter/code (e.g., set-up for annual employee lunch)
- d. City expenditures for non-profit organizations allowed by state statute
- e. Refreshments and food for Emergency Response Staff
  - Emergency personnel are often called to perform duties for extended periods of time where refreshments are important to duty performance. Firefighters, police officers, other emergency response personnel, or other staff necessary to maintain continuity of service may be provided refreshments or food when it is deemed appropriate by the City Manager or Department Director to assure the delivery of quality emergency response service
- f. Employee Wellness Program Public funds may be expended to establish, implement, and operate a preventive health and wellness program for city employees. The nature and scope of the programs to include but not limited to: preventive health screening and assessments, health and wellness education and programming (i.e. nutrition, cardiovascular fitness, flexibility and core strengthening, stress management, tobacco cessation, etc.) and program incentives to include but not limited to cash incentives as approved by the City Council. To encourage wellness activities, the cardio fitness room, weight training room, and racquetball courts (during non-prime times) at the Community Activity Center will be available to employees during their non-work hours at no charge. Registration, proper training and signed waiver form are required before use of these facilities. **Only employees participating in the wellness program are eligible for this incentive.**
- g. **Community Events**

### 3. Prohibited Expenditures

Use of City funds for meals and/or refreshments for elected and appointed City officials



and employees are prohibited:

- a. Food and refreshments for routine work meetings. **Bottled water can be provided to officials, members and staff at City associations, Commission, and Council meetings.**
- b. Alcoholic beverages
- c. Employee functions or celebrations that are solely social in nature (e.g., birthdays, holiday luncheon)
- d. Fundraisers for non-City related events
- e. Participation in optional activities unless included as part of an overall conference registration fee (e.g., optional golf rounds, sporting events, concerts)
- f. Employee-sponsored fundraising events (e.g., charitable giving campaign)
- g. For funeral flower arrangements upon death of an employee, elected official, or one of their immediate family members. (Sunshine club administered separately covers this expense see appendix)
- h. Employee coffee and supplies, coffee services. **Coffee can be provided on a limited basis for strategic in-person meetings.**

### **Community Outreach**

Community Events and other events that involve or invite participation by the general public: Representative staff members/Council members may participate in events that directly benefit the marketing of the City. These events and any City expenditures for them require prior specific approval by the City Council and also include City expenditures for participation fees, donated gifts, door prizes, etc.

# City of Brooklyn Park Request for Council Action

<b>Agenda Item:</b>	5.1	<b>Meeting Date:</b>	January 29, 2024
<b>Agenda Section:</b>	Public Hearings	<b>Originating Department:</b>	Community Development
<b>Resolution:</b>	X	<b>Prepared By:</b>	John Kinara, Housing and Redevelopment Coordinator
<b>Ordinance:</b>	N/A		
<b>Attachments:</b>	3	<b>Presented By:</b>	John Kinara
<b>Item:</b>	Public Hearing Approving Preliminary Allocation of Fiscal Year 2024-2025 Community Development Block Grant (CDBG) Program Funds and Appointing John Kinara to the Hennepin County CDBG Selection Committee		

## City Manager's Proposed Action:

MOTION \_\_\_\_\_, SECOND \_\_\_\_\_, TO WAIVE THE READING AND ADOPT RESOLUTION #2024-\_\_\_\_ APPROVING PROPOSED USE OF FISCAL YEAR 2024-2025 URBAN HENNEPIN COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FUNDS AND AUTHORIZING EXECUTION OF SUBRECIPIENT AGREEMENT WITH HENNEPIN COUNTY AND ANY THIRD-PARTY AGREEMENTS AND APPOINTING JOHN KINARA TO REPRESENT BROOKLYN PARK TO THE HENNEPIN COUNTY CDBG 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 current agreement runs through 2026.

The City Council sets the use of CDBG funds in two steps, a public hearing and preliminary approval and final approval in 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 proposed total FY2024/2025 CDBG allocation for Brooklyn Park is approximately **\$401,679**. FY 2024 program runs from July 1, 2024, to June 30, 2025.

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 has previously been the Housing and Redevelopment Coordinator.

**Table 1: FY2024 CDBG Funds Available**

Program Funds	Estimated FY2024/2025 CDBG Allocation
FY2024 CDBG Allocation for locally directed programming	\$401,679
Unspent 2021 CDBG funds (previously for ADA improvements at Lakeland Park)	\$50,000
<b>Total</b>	<b>\$451,679</b>

## 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 \$401,679 is an estimate provided by Hennepin County and may change, up or down, per HUD's final announcement around July 1, 2024. A provision in the final resolution will address any 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?**

Funding for public/human service activities is capped at 15-percent of the grant amount. Per the JCA between the City and the County, the County will retain the full 15-percent of the grant for allocation to public/human service activities in the city. 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 Housing and Redevelopment Coordinator, John Kinara, to serve on this committee.

In the FY2023, \$436,197 in public service funds were available through Hennepin County's CDBG program. 21 proposals requesting \$1.8M were received during the 2023 CDBG Public Services RFP. A total of 10 organizations were funded. Awards ranging from \$10,000 to \$66,000 were given, and many of the organizations providing services that meet the needs of Low-Moderate income residents in Brooklyn Park and other northwestern suburbs.

On January 18, 2024, 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 February 15, 2024. The Selection Committee will meet in March to review and score all the submitted applications before making funding recommendations to the County Board for the Annual Action Plan approval expected in May 2024.

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

Staff recommends using the non-public service funds totaling \$401,679 for the programs described in Table 2 which details the CDBG funding allocations made in FY2023 and proposed funding allocations for FY2024. The proposed allocations for FY2024 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: FY2024 CDBG Proposed Program Activities**

<b>Program Activity</b>	<b>FY2023 Funds Awarded</b>	<b>FY2024 Proposed Funding</b>
Home Rehabilitation Deferred Loans	\$314,000	\$200,000
Environmental Health	\$17,500	\$17,500
Teen Center	\$100,000	\$234,179
<b>TOTAL</b>	<b>\$431,500</b>	<b>\$451,679</b>

**Home Rehabilitation Deferred Loan Program****\$200,000**

Staff recommends allocating \$200,000 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. Hennepin County has indicated that they do not have capacity to administer more than \$200,000 in loans in FY2024, which is why this amount is lower than in previous years.

The program allows homeowners who earn 80-percent of the Area Median Income or less to borrow money 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 2023 about \$280,000 was awarded to 20 homeowners, with 300 more homeowners still on the waiting list. The average amount awarded to qualifying homeowners was about \$15,000.

**Environmental Health****\$17,500**

The Environmental Health Program and Public Health Division continue to handle high levels of code violations in the neighborhoods. From FY2011 – FY2023, the City has allocated CDBG funds for increased code correction activities within designated census tracts of the City. The need for additional staff continues in 2024 to 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 to allow for extra enforcement in the neighborhoods. The approved 2024 budget included the anticipated use of CDBG funds in this manner.

**Teen Center****\$234,179**

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.

The Recreation and Parks Department is seeking \$234,179 in Community Development Block grants to help support the concept planning and design work. Additional CDBG funding could be requested in future years to support this project.

**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 12 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 RESOLUTION

5.1B MARKETING FLYER FOR CDBG 2024/ 2025

5.1C PUBLIC HEARING NOTICE

RESOLUTION #2024-

RESOLUTION APPROVING PROPOSED USE OF FISCAL YEAR 2024 URBAN HENNEPIN COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FUNDS AND AUTHORIZING EXECUTION OF SUBRECIPIENT AGREEMENT WITH HENNEPIN COUNTY AND ANY THIRD-PARTY AGREEMENTS AND APPOINTING JOHN KINARA TO REPRESENT BROOKLYN PARK THE HENNEPIN COUNTY CDBG SELECTION COMMITTEE

WHEREAS, the City of Brooklyn Park, through execution of a Joint Cooperation Agreement with Hennepin County, is cooperating in the Urban Hennepin County Community Development Block Grant Program; and

WHEREAS, the City of Brooklyn Park has developed a proposal for the use of Urban Hennepin County CDBG funds made available to it, and held a public hearing on January 29, 2024, to obtain the views of residents on local and Urban Hennepin County housing and community development needs and priorities regarding the City’s proposed use of \$401,679 from the Fiscal Year 2024 Urban Hennepin County Community Development Block Grant program.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Park to approve the following projects for funding from the Urban Hennepin County Community Development Block Grant program and authorize submittal of the proposal to Hennepin County for review and inclusion in the Fiscal Year 2024 Urban Hennepin County Community Development Block Grant Program.

FY2024 CDBG PROGRAM ACTIVITY	BUDGET
Home Rehab/Emergency Deferred Loan Program	\$200,000
Environmental Health/Code Enforcement	\$17,500
Zanewood Teen Center	\$234,179
<b>Total Allocation</b>	<b>\$451,679.85</b>

BE IT FURTHER RESOLVED that should the final amount of Fiscal Year 2024 CDBG funds available to the City be different from the preliminary amount provided to the City, the City Council hereby authorizes the Home Rehab/Emergency Deferred Loan Program activity reflect an increase or decrease in funding accordingly.

BE IT FURTHER RESOLVED that John Kinara will be appointed to the Hennepin County CDBG Selection Committee.

BE IT FURTHER RESOLVED that the City Council hereby authorizes and directs the Mayor and its City Manager to execute the Subrecipient Agreement and any required Third-Party Agreements on behalf of the City.

BE IT FURTHER RESOLVED that the City Council hereby authorizes the Mayor or its City Manager to approve such modifications to the Agreement as in their judgment is consistent with the spirit and content thereof.

# Brooklyn Park Community Development

Brooklyn Park City Hall  
5200 85th Avenue North  
Brooklyn Park, MN 55443



Scan the QR Code to Register

# Community Development Block Grant

## for Social Service Organizations

### Purpose

The Community Development Block Grant (CDBG) is a federal funding program aimed to revitalize and stabilize communities. Hennepin County distributes this funding to various organizations that offer social services to residents across the county.

**For more information**, visit <https://bit.ly/48Hj3Xc>

### Eligibility Requirements

Social services include:

- Supporting housing and suitable living environments
- Expanding economic opportunities for low- and moderately low-income households (emergency assistance, tenant advocacy, and family, and senior services)

### Application Timeline

January 18, 2024: **Applications open**

February 15, 2024: **Applications close**

### How to Apply

- Visit the Hennepin County Supplier Portal at <https://bit.ly/3S7A5GV>
- Click on the "Contracting Opportunities" button to view bidding event information.
- Select '2024 CDBG Public Services' to view the event details and application information.
- Follow the instructions listed under the 'Description' section to apply for the grant.

**Housing and Redevelopment  
Coordinator**  
763-493-8054  
[john.kinara@brooklynpark.org](mailto:john.kinara@brooklynpark.org)

**Principal Planning Analysis  
Hennepin County**  
612-348-2670  
[lori.lindberg@hennepin.us](mailto:lori.lindberg@hennepin.us)

Para asistencia, llame al **763-424-8000** y solicite un intérprete.

Yog xav tau kev pab, thov hu rau **763-424-8000** lawv mam li nrhiav ib tus neeg txhais lus rau koj.

For reasonable accommodations or alternative formats please contact Josie Shardlow at **763-493-8388** or [josie.shardlow@brooklynpark.org](mailto:josie.shardlow@brooklynpark.org).

**NOTICE OF PUBLIC HEARING  
2024 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 **January 29, 2024, at 6.00 p.m.** in the Council Chambers located at 5200 85<sup>th</sup> 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 2024 Urban Hennepin County Community Development Block Grant Program funding allocation of about **\$401,679.85**.

In addition, between July 1, 2022, to June 30, 2023, it is estimated that **\$50,000.00** in prior year CDBG funds will be available to be reallocated to new activities.

The City of Brooklyn Park is proposing to undertake the following activities in 2024 using Urban Hennepin County CDBG funds. The program year start date is estimated to begin on or about July 1, 2024.

<b>Proposed Program Activity</b>	<b>Proposed Budget</b>
Home Rehabilitation Deferred Loan Program	\$200,000.00
Code Enforcement Program	\$17,500.00
Teen Center	\$234,179.00
<b>Total</b>	<b>\$451,679.85</b>

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](mailto: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](mailto:josie.shardlow@brooklynpark.org).  
Para asistencia, 763-424-8000; Yog xav tau kev pab, 763-424-8000**

DEVIN MONTERO  
CITY CLERK



# City of Brooklyn Park Request for Council Action

<b>Agenda Item:</b>	7.1	<b>Meeting Date:</b>	January 29, 2024
<b>Agenda Section:</b>	General Action Items	<b>Originating Department:</b>	Community Development
<b>Resolution:</b>	X	<b>Prepared By:</b>	Jason Newby, Inspections and Environmental Health Manager Alex Kim, Environmental Health Specialist
<b>Ordinance:</b>	N/A		
<b>Attachments:</b>	2	<b>Presented By:</b>	Alex Kim
<b>Item:</b>	Slow Mow May		

## City Manager's Proposed Action:

MOTION \_\_\_\_\_, SECOND \_\_\_\_\_, TO WAIVE THE READING AND ADOPT RESOLUTION #2024-\_\_\_\_\_ TO SUPPORT SLOW MOW MAY INITIATIVE.

## Overview:

On September 26, 2022, the City Council passed a resolution to support No Mow May in 2023. No Mow May is a community service initiative that encourages property owners to limit lawn mowing during the month of May to provide early season foraging resources for pollinators that emerge in the spring, especially in landscapes where few floral resources are available. Pollinator populations are threatened due to habitat loss, neonicotinoid use, pathogens, and parasites.

Results from Brooklyn Park's No Mow May initiative in 2023:

- 515 households participated
- Completed resident survey in June. The survey was completed by participants and non-participants, but it is **not** a representative sample of the community.
  - The overall response was positive with 56% of participants indicating that they would be interested in participating again
  - 30% indicated they would not be interested in doing it again, and 14% were undecided
  - 69% noted that they believed the city implemented the initiative effectively
  - 20% of participants were either actively working on converting their lawns to a managed natural landscape or considering it

## Background

The City of Brooklyn Park joined the Minnesota GreenStep Cities on April 27, 2020, to set and achieve sustainability goals such as adopting ordinances and best practices focusing on climate and energy, land use, and environmental management. No Mow May aligned with *Brooklyn Park 2025* goals and demonstrates the City's commitment to beautiful spaces, safe and healthy people, and the environment through the implementation of initiatives that help increase the pollinator population.

## Primary Issues/Alternatives to Consider:

While the City continues its efforts to become a pollinator friendly city by ensuring best management practices for management of vegetation, staff is recommending moving from No Mow May to Slow Mow May based on the feedback from residents. Slow Mow May offers a more balanced approach encouraging participants to maintain their lawns at 3-4 inches high to retain soil moisture, sediment and nutrients, crowd out weeds, and buffer against a drought all summer and mowing later into May benefits pollinators.

Staff Recommendation

- Discontinue No Mow May and rebrand to focus on Slow Mow May.
- Proclaim May 1<sup>st</sup> – 31<sup>st</sup> each year as “Slow Mow May” and encourage all residents who wish to participate in this initiative to mow less frequently in the month of May to provide vital early spring flowers for bees that emerge from hibernation. Recommendation for participants: keep lawn 3-4” in height in May and throughout the summer.
- Develop a webpage for those interested in participating in this initiative, where interested parties can learn about the importance of creating and maintaining a pollinator friendly landscape.
- Partner with Metro Blooms - Connect residents interested in adding a managed natural landscape for site consultations.
- Identify partnerships to support workshops and plant sales focused on local, pollinator-friendly species.

If the City Council wants to discontinue No Mow May or Slow Mow May initiatives, staff would then focus on other sustainability initiatives, such as:

- Mayors Monarch Pledge
- Pollinator Awareness Month (June)
- Use City Communications channels to promote and distribute information related to workshops and other educational sessions pertaining to sustainable land care
- Plant/seed sales focused on local, pollinator friendly species
- Provide information on Lawns to Legumes and other grant funding programs focused on installation of native plants and landscaping projects

**Budgetary/Fiscal Issues:**

While researching other cities participating in No Mow May in 2023, or similar Slow Mow May initiatives, some cities provided signs to residents to help inform neighboring properties that they were participating in this initiative. Staff time designing the website, the online registration form, and purchasing yard signs (100 = \$730) were the direct costs associated with the initiative in 2023.

Options for signs during Slow Mow May could include:

1. Print a limited number of window signs for distribution to participants;
2. Provide an option to print signs from the city website; and/or
3. Request that all participating residents post their own signs in their yards.

**Attachments:**

7.1A RESOLUTION

7.1B NO MOW MAY: RESULTS REPORT

RESOLUTION #2024-

RESOLUTION TO SUPPORT SLOW MOW MAY INITIATIVE

WHEREAS, on September 26, 2022, the Brooklyn Park City Council passed a resolution to support No Mow May in 2023.

WHEREAS, Slow Mow May aligns with the No Mow May initiative as a community sustainability initiative that encourages property owners to limit lawn mowing during the month of May to provide early season foraging resources for pollinators that emerge in the spring, especially in landscapes where few floral resources are available; and

WHEREAS, the Brooklyn Park City Council recognizes that bees and other pollinators are integral to pollination of plants in order to grow a wide diversity of essential foods including fruit, nuts and vegetables; and

WHEREAS, pollinator populations are threatened due to habitat loss, neonicotinoid use, pathogens, and parasites; and

WHEREAS, the City of Brooklyn Park joined the Minnesota GreenStep Cities on April, 27, 2020 to set and achieve sustainability goals such as adopting ordinances focusing on climate and energy, land use, and environmental management; and

WHEREAS, the City of Brooklyn Park would like to increase pollinator-friendly habitats by encouraging pollinator-friendly lawncare practices on its own properties for the month of May; and

WHEREAS, recent research suggests that pollinators make use of undisturbed or natural growth spaces as key floral resources during early spring in the upper Midwest United States; and

WHEREAS, pollinators and floral resources have a positive relationship, where the increase in pollinators can increase the amount of flora and vice versa; and

WHEREAS, the City Council finds it is in the public interest and consistent with the adopted *Brooklyn Park 2025* goals to demonstrate its commitment to beautiful spaces, safe and healthy people, and the environment through the implementation of initiatives that help increase the pollinator population.

THEREFORE BE IT RESOLVED by the City Council of the City of Brooklyn Park that:

1. The City of Brooklyn Park will continue its efforts to become a pollinator friendly city by ensuring best management practices for management of vegetation.
2. The month of May is declared as "Slow Mow May" and residents of the city who wish to participate in this initiative are encouraged to mow less frequently in the month of May to provide vital early spring flowers for bees that emerge from hibernation.
3. City staff will develop a webpage for those interested in participating in this initiative, where participants will be required to register and where interested parties can learn about the importance of creating and maintaining a pollinator friendly landscape.

# No Mow May: Results

UWRF: ESM270

**City Of Brooklyn Park**  
**Environmental Health**  
**August 24 2023**  
**Eh Eh Paung**

# What is it and its benefits?

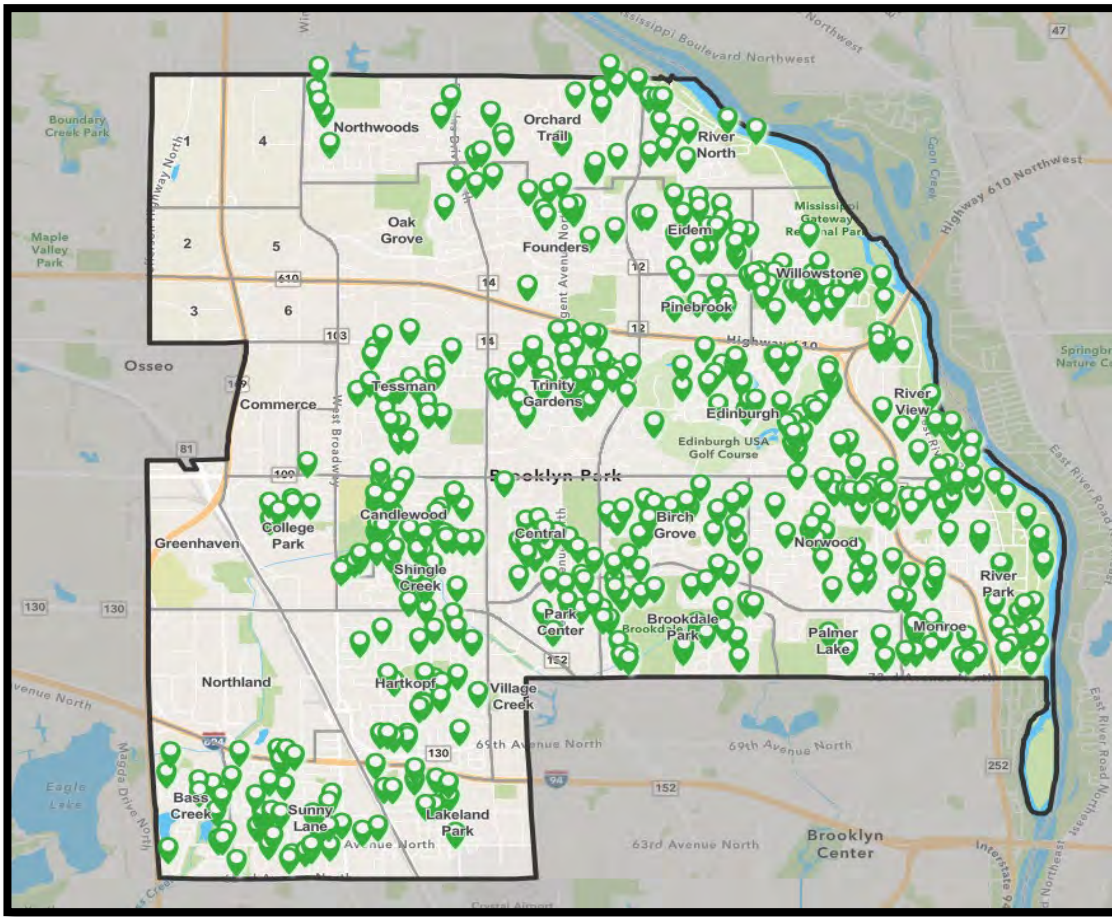
No Mow May started in 2019 as a community initiative in England. It was popularized by the Plantlife organization which eventually gained traction in the United States. The premise is to increase pollinators and their activity in the city. According to the UMN, during the month of May, bees come out of hibernation to feed themselves and their babies. No Mow May encourages the public to allow spring flowers on their lawn before mowing. These flowers include dandelions, white clover, and Creeping Charlie. This raises awareness towards the declining pollinator population and how that decline will affect our future. No Mow May hopes to not only increase our pollinators in Brooklyn Park but develop a sustainable habitat for them.



## City Of Brooklyn Park

“No Mow May has spread rapidly across Minnesota. Nearly 30 cities are participating in 2023, including Brooklyn Park! In 2022, the City Council unanimously approved a resolution of support for No Mow May in 2023. The resolution temporarily suspends the long grass and weed ordinance related to height for all registered single and two-family residential properties.”

(<https://www.brooklynpark.org/housing/lawns-and-landscaping/no-mow-may/>)



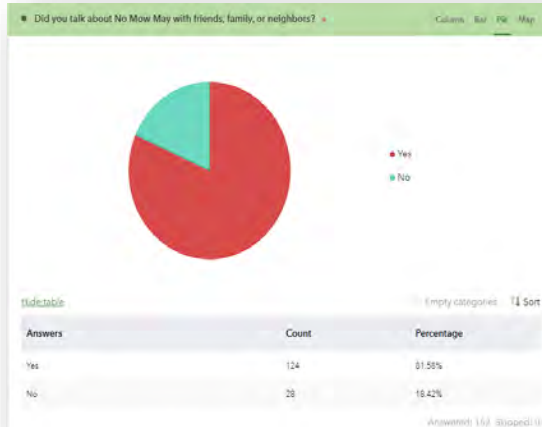
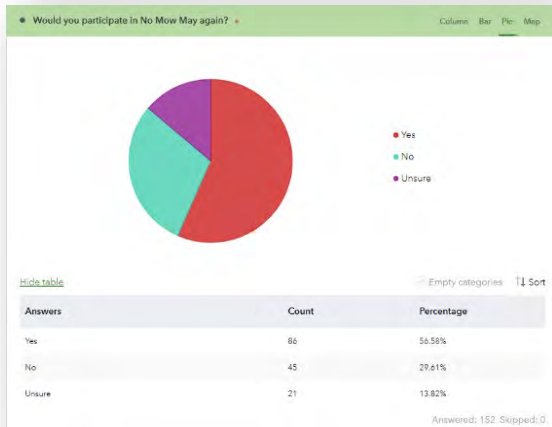
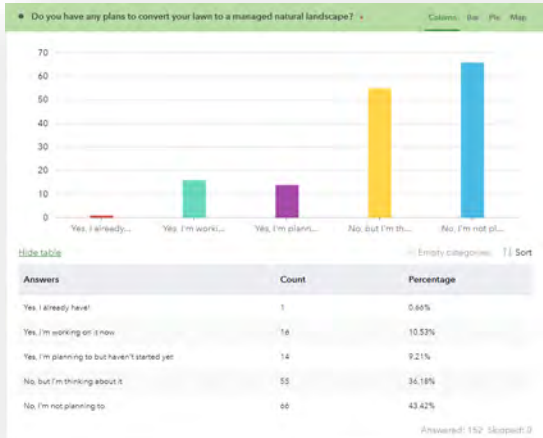
<https://brooklynpark.maps.arcgis.com/apps/instant/sidebar/index.html?appid=842159ab09df4df86eb7fce82851907>

## How Did it go?

It went smoothly. The city documented 515 households that participated. There is no fee however, residents who were interested in the program are required to register to be a part of No Mow May. There was a limited amount of “No Mow May” yard signs that participants could pick up to display on their property. The time frame was from May 1 – May 30, participants were expected to mow by the 10th of June, 2023. These rules do not apply for those who did not register, those properties will still be given notices and expected to mow their lawn during the month of May. Residents are also welcome to join in on workshops and events that help beautify their landscape. Blue Thumb offers free online learning series as well as live virtual workshops. Where participants build on skills to create their own raingardens, native plantings, and pollinator habitats.

# What was the overall reaction (using survey data)?

The city received around 150 respondents with different reactions on the questions asked by the city. Did the city implement No Mow May effectively? A significant portion said yes, 69 percent. Whereas only 30 percent said, no. When looking at individual responses and reactions to the program, there were a range of reasons why people participated. 70 percent of respondents took part to help pollinators. 44 percent chose to conserve resources. About 36 percent wanted to promote soil health, and 32 percent chose other. This ranged from not wanting to mow, wanting to see the results of not mowing, and reducing air pollution. Naturally, the discussion transitioned to natural landscape. Specifically, if residents have any plans on converting their lawn to a managed natural landscape. Less than .7 percent of people have already accomplished the conversion. About 11 percent were working on it, 9 percent were thinking about it, and 43 percent are not planning to convert their lawns. Overall, the most important question asked was would people participate again, 56 percent of the participants responded, yes. About 30 percent responded no, and the remaining ~ 14 percent were unsure. There were also mixed responses on the feedback for the program. There were respondents that held negative beliefs on No Mow May. Many asking for the termination of the program due to an increase in weeds and the impact on Brooklyn Park’s appeal. On the other hand, No Mow May also received positive feedback. Respondents expressed their appreciation and excitement for next year’s event. There were also suggestions on the No Mow May signs. Residents wished the city provided more and the pickup time window to be longer.



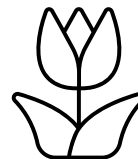
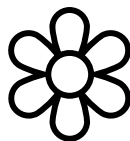
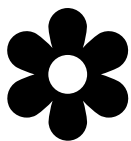
## Pros and Cons?

### Advantages

- Allowing flowers to bloom to full term
- Create less pollution (not using gas-fueled lawn mower)
- Save time and energy on lawn
- Encourages people to try natural landscape
- Growing native flowers
- Provides habitat for pollinators (bees, butterflies, insects, etc.)
- Use less water
- Provides food for pollinators
- Community strengthening
- Improve air quality
- Encourages resident to learn about the environment
- Promote soil health
- You get a No Mow May Sign
- One way to help out our ecosystem
- Save on fertilizer
- Save money
- Allow people to not mow for the whole month
- Can positively influence nature, community, and climate

### Disadvantages

- Long grass/weeds
- Allows more hiding space for critters
- More difficult to mow later
- Attracts wildlife
- May encourage the growth of invasive species
- Not enough “NMM” signs
- Dandelion seeds flying around
- Difficult to tell who is participating and not
- The city looks unkempt
- May not see any pollinators visiting
- Not much data out about No Mow May
- Residents fearing Lyme and other diseases
- May not have the equipment or tools to mow long grass







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## MOW LESS MAY:

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Although the concept is not a huge contrast from No Mow May, Mow Less May have been adopted by many cities in Minnesota. These cities include Roseville, Vadnais Heights, and New Brighton. The program is founded on the same purpose as No Mow May, however, takes a more subtle approach. It encourages residents to take a break from mowing their lawn for the month of May. This does not constitute as an opportunity to let noxious weeds grow alongside wildflowers. City of Vadnais heights calls the program, "Slow Mow May". Instead of not mowing for a whole month, the city initiates the reduction of lawn mowing practices. Encouraging their residents to look beyond the month of May to provide resources for pollinators that emerge in spring. These cities also require a registration, to not only track residences that are participating but to also see the success of the program.



### Did you know?

-City of Roseville's first pollinator program in 2022 was "No Mow May". However, in 2023, council suggested the program update to reflect the "Less Mow May" concept. This was due to increased lawn complaints and costs of late mowing.

-The city of Vadnais Heights also began with "No Mow May". A resolution passed in 2023 allowed the city to recognize "Slow Mow May" in place of its former program. Encouraging property owners to think beyond the month of May.

-Both cities suspended their city code enforcement regarding homeowner lawn care practices and public nuisance until June. The issuing of citations and abatements were also suspended.

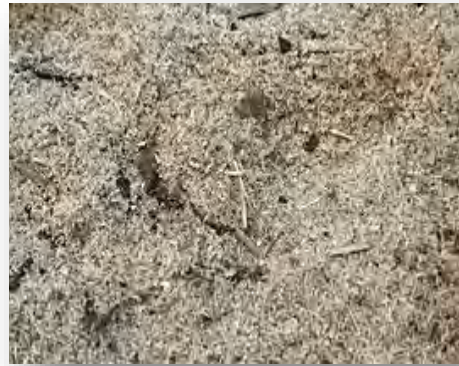
-It is believed that the events are only for homeowners

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## Encouraging the use of mulch:

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Mulching was mentioned quite often in the survey data. Many Brooklyn Park residents use mulch in their gardens and yard. Mulch is a protective layer that is spread on top of soil. They include materials such as grass clippings, straw, chips of bark, and stones. Mulch can directly support soil health by protecting soil from erosion, reducing competition with weeds, moderating temperature, and conserving water. However, the indirect benefits are just as rewarding. Mulch reduces greenhouse gas emission by sequestering carbon. It also reduces energy usage that residents will greatly appreciate financially. Mulch also reduces rain impact, help water infiltration, and reduces runoff. This ultimately improves the growth and health of plants which will improve the habitat and resources for our pollinator friends



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## Natural landscape/pollinator garden:

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Native plants are important to pollinators and our soil. The mutualistic relationship between pollinators and plants allowed for flowers to evolve over time. These flowers and plants evolve to attract pollinators, who also evolved to better feed on flowers they visit. Which makes non-native plant species undesirable and can be inedible to certain pollinators. Residents could consider adding a variety of plants such as milkweed, zinnia, daisies, salvia, and more. This will not only add color and brighten homes, but also provide important resources to the smallest workers in our ecosystem. On a side note, when constructing natural landscapes and pollinator gardens, residents should avoid using pesticides. Pesticides can harm plants, pollinators, and other insects that are beneficial to our ecosystem. Its use can also increase the stress on the pollinator population. If pesticides are needed, try to use low- impact pesticides.



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## Offer a Drink:

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For those of us who don't have lawns to create a habitat for pollinators. Or for those who are not into plants or gardening but still want to participate, puddles may be the answer. During the hot months, providing a space for fresh water can be great help. This can be done using a small container, bird bath, or a shallow dish. Make sure to change the water a couple times a week to avoid the breeding of mosquito. This simple act can be done by anyone and will directly assist and hydrate the pollinators in our community.



[This Photo](#) by Unknown Author is licensed under [CC BY-SA-4.0](#)



Sources:

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<http://www.cityvadnaisheights.com/DocumentCenter/View/3546/Resolution-23-04-058-Slow-Mow-May?bidId=>  
<https://calrecycle.ca.gov/organics/compostmulch/benefitsof/>  
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<https://www.brooklynpark.org/housing/lawns-and-landscaping/no-mow-may/>

# City of Brooklyn Park Council Work Session

<b>Meeting Date:</b>	January 29, 2024	<b>Originating Department:</b>	Administration
<b>Agenda Item:</b>	10.1	<b>Prepared By:</b>	Dr. Marcellus Davis, REDI Manager
<b>Agenda Section:</b>	Discussion	<b>Presented By:</b>	Dr. Marcellus Davis, Zach Kramka, Josie Shardlow
<b>Item:</b>	Racial Equity Principles Discussion		

## Summary:

This presentation will be a follow-up to the January 8, 2024 work session. During that meeting revisions were requested by the City Council, and the follow-up will be to share the revisions. These principles will help assure that in all development of policies, initiatives, and practices, racial equity is at the core of the design to assure that we are working towards eradicating racial inequities internally and city wide. These principles will also help with the design of the updated version of the *Brooklyn Park 2025 Community Plan* and elicit internal and external community input.

## Attachments:

- 10.1A UPDATED RACIAL EQUITY PRINCIPLES – REDLINE
- 10.1B UPDATED RACIAL EQUITY PRINCIPLES – CLEAN

## ***City of Brooklyn Park Racial Equity Guiding Principles***

“If one really wishes to know how justice is administered in a country, one does not question the policeman, the lawyers, the judges, or the protected members of the middle class. One goes to the unprotected those, precisely, who need the law’s protection most! And listens to their testimony.”

(James Baldwin)

### ***Introduction***

The City of Brooklyn Park believes that racial equity demands intentional and purposeful persistence in eradicating governmental policies and practices that deepen the on-going racial trauma from genocide, stealing of land, the legacy of enslavement, and a myriad of racialized and often deadly oppression woven into our institutions across society.

The City of Brooklyn Park ~~leads with~~centers race with the understanding that the realities of racial inequities yesterday, and presently, have eimbedded into governmental systems, and that racial inequities across all indicators for success are deep and pervasive. It is critical that government take an active role in addressing-addressing past and current racial harms. racism ***We also know that other groups of people are still marginalized, including based on gender, sexual orientation, ability and age, and religious identity. Focusing on racial equity provides the opportunity to introduce a framework, tools and resources that can also be applied to other areas of marginalization.***

The City of Brooklyn Park believes the following: (adapted from Government Alliance on Racial Equity)

- ✓ As determined by Hennepin County in 2020, Racism is a public health crisis.
- ✓ To have maximum impact, focus and specificity are necessary. Strategies to achieve racial equity differ from those to achieve equity in other areas. “One-size fits all” strategies are rarely successful.
- ✓ A racial equity framework that is clear about the difference between individual, institutional and structural racism, as well as the history and current reality of inequities, has applications for other marginalized groups.
- ✓ Race can be an issue that keeps other marginalized communities from effectively coming together. An approach that recognized the interconnected ways in which marginalization takes place with help to achieve greater unity across communities.

It’s imperative that all areas of marginalization are taken seriously and addressed by an institutional approach across the board. As the City of Brooklyn Park deepens its ability to eliminate racial inequity, it will be better equipped to transform systems and institutions impacting other marginalized groups.

***Without an intentional dismantling of structural racism, we continue to live in a culture and system of white supremacy that threatens our democracy and is ultimately divisive and detrimental for all.*** To that end, we offer the following principles ~~to guide the policy development of their platform:~~

***The City of Brooklyn Park defines racial equity as:***

1. Racial equity is the condition that would be achieved if one's racial identity no longer predicted, in a statistical sense, how one fares. When we use the term, we are thinking about racial equity as one part of racial justice, and thus we also include work to address root causes of inequities, not just their manifestation. This includes elimination of policies, practices, attitudes, and cultural messages that reinforce differential outcomes by race or that fail to eliminate them.

2. “A mindset and method for solving problems that have endured for generations, seem intractable, harm people and communities of color most acutely, and ultimately affect people of all races. This will require seeing differently, thinking differently, and doing the work differently. Racial equity is about results that make a difference and last.”

SOURCE: Center for Assessment and Policy Development. OpenSource Leadership Strategies.

***Racial Equity Principle 1: ~~Redistribute Equitably Distribute and Expand~~ Power & Resources*** - the City of Brooklyn Park recognizes that ~~to~~ To achieve racial equity within the city, we will responsibly use and grow resources and power to strengthen communities who have not previously benefited from such. ~~have to redistribute resources and power to communities that have not previously shared in power nor resources.~~

- Strive to eliminate racial predictability within the city of Brooklyn Park.
- Resources will need to be deployed equitably, ~~not equally.~~
- ~~Those with power may resist this redistribution, but we must still forge ahead.~~
- Transform Brooklyn Park’s governmental systems to achieve equitable outcomes.
- Purposefully and intentionally address the racial wealth gap by developing opportunities for wealth creation for community members impacted.

***Racial Equity Principle 2: Make Data-Informed Decisions that Center Race*** - the City of Brooklyn Park will use data to create accountability and reduce biases in evaluating results when we use these approaches.

- Disaggregate data by race, nationality and ethnicity when possible.
- Pursue a mixed methods approach (qualitative & quantitative).
- ~~Incorporate an asset-based lens when utilizing data.~~
- Protect and handle data with care.
- Use data in such a way that the inherent value and positive contributions of Brooklyn Park residents are elevated; Refrain from using data to promote negative perceptions about community members, in particular, communities of color.
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***Racial Equity Principle 3: Transform Systems Using Innovation and Courage Acknowledge and overcome fear to achieve what is best for humanity***

The City of Brooklyn Park will not let fear ~~of retribution by some~~ and resistance prevent the advancement of racial equity.

~~• Innovation and courage will be required to transform systems.~~

- The City’s vision “a thriving community, inspiring pride, where opportunities exist for all” cannot be fulfilled without making unpopular decisions that benefit the most marginalized.
- Systems need to be dismantled, and then a new system must be re-imagined and co-created.

***Racial Equity Principle 4: Prioritize Racial Healing from Racial Trauma and Commit to Racial Justice -***

The City of Brooklyn Park understands we have contributed to causing racial harm, and we have a responsibility to facilitate community healing from racial trauma.

- Some City policies and practices have led to racial harm in the community, further contributing to racial inequity.
- It is important for the City to participate in community racial healing and racial justice initiatives.

***Racial Equity Principle 5: Establish Authentic Relationships with Community Members, in Particular, Those Who Have Been Previously Ignored*** – the City of Brooklyn Park values people-centric relationships with community members, in particular, communities of color, that are not transactional, rather, relationships that commit to developing a community where multiple perspectives are valued and appreciated.

- ~~Ground-Seek~~ solutions and feedback in the experience of ~~directly from community members of color who are most impacted by eCity decisions~~ communities of color.
- Engage leaders of color with proven track records of working in tandem with communities of color.
- Authentic relationships include genuine and vulnerable communication and actions that align with commitments. This is an always-evolving process.



## ***City of Brooklyn Park Racial Equity Guiding Principles***

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- Seek solutions and feedback directly from community members of color who are most impacted by City decisions.
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- Authentic relationships include genuine and vulnerable communication and actions that align with commitments. This is an always-evolving process.

# City of Brooklyn Park Council Work Session

<b>Meeting Date:</b>	January 29, 2024	<b>Originating Department:</b>	Administration
<b>Agenda Item:</b>	10.2	<b>Prepared By:</b>	Katrina Doshier, Program Assistant
<b>Agenda Section:</b>	Discussion	<b>Presented By:</b>	Jay Stroebel, City Manager
<b>Item:</b>	Discussion Regarding Legislative Advocacy: the Economic Development Discussion Event on February 8, 2024 and Crystal Legislative Breakfast on February 3, 2024		

## Summary:

Legislative advocacy involves efforts to influence the introduction, enactment, or modification of legislation. It often includes activities such as lobbying, public education, and grassroots organizing to promote specific policies or changes in existing laws. In preparation for the upcoming 2024 Legislative Session, the city of Brooklyn Park is hosting an Economic Development event on February 8, 2024 for city-involved organizations to discuss the City's legislative priorities and how they relate to other organizations' work within the City. In addition, the City of Crystal is hosting a Legislative Breakfast on February 3, 2024 with regional legislators and city officials. This work session item will be to discuss our preparations and coordination for these two events.