Monday, April 22, 2024
6:00 p.m.

Brooklyn Park Council Chambers
5200 85th Avenue North

REGULAR CITY COUNCIL MEETING – AGENDA #18

Si usted necesita esta información en español: 763-424-8000. Yog xav tau kev pab, thov hu rau 763-424-8000 lawv mam li nrhiav ib tus neeg txhais lus rau koj. If you need this information in another language or alternative format, email access@brooklynpark.org or call 763-424-8000.

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

Our Brooklyn Park 2025 Goals:

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

I. ORGANIZATIONAL BUSINESS

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

2. PUBLIC COMMENT AND RESPONSE 6:00 p.m. Provides an opportunity for the public to address the Council on items which are not on the agenda. Public Comment will be limited to 15 minutes *(if no one is in attendance for Public Comment, the regular meeting may begin*), and it may not be used to make personal attacks, to air personality grievances, to make political endorsements or for political campaign purposes. Individuals should limit their comments to three minutes. Council Members will not enter into a dialogue with residents. Questions from the Council will be for clarification only. Public Comment will not be used as a time for problem solving or reacting to the comments made, but rather for hearing the residents for informational purposes only.

2A. RESPONSE TO PRIOR PUBLIC COMMENT

2B. PUBLIC COMMENT

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

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

- **3B.1** Mayor's Proclamation Declaring the Month of May as "Older Americans Month" in the City of Brooklyn Park
  - **A.** PROCLAMATION
- **3B.2** Asian Pacific Islander Heritage Month Proclamation
  - **A.** PROCLAMATION
- **3B.3** 2023 Police Department Annual Report
- **3B.4** CLIC Annual Verbal Report and Workplan
  - **A.** CLIC 2023-2024 ANNUAL REPORT
  - **B.** CLIC 2024 WORK PLAN

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** Accept Bids and Award Contract for the Large Valve/Main Rehabilitation Project to Dave Perkins Contracting
  - **A.** RESOLUTION
  - **B.** LOCATION MAP
- **4.2** Approve Supplemental Letter of Agreement #12 with Bolton and Menk, Inc., to Prepare Plans and Specifications for the Winnetka Avenue / Rush Creek Regional Trail Underpass Project

A. RESOLUTION
B. BOLTON AND MENK SUPPLEMENTAL LETTER OF AGREEMENT
C. LOCATION MAP
D. CONCEPTUAL LAYOUT

4.3 Approve MnDOT Agreement No. 1055158 for Infrastructure Investment and Jobs Act Discretionary Grant Assistance
A. RESOLUTION
B. GRANT AGREEMENT NO. 1055158

4.4 Consider the Second and Final Reading of the Ordinance Establishing a Local Housing Trust Fund, Authorize Staff to Submit a Request for Proposal for State Matching Funds, and Approving the Allocation of Local Housing Aid to the Local Housing Trust Fund
A. CITY OF BROOKLYN PARK LOCAL HOUSING TRUST FUND ORDINANCE
B. RESOLUTION

4.5 Approval of the 2024-2025 Collective Bargaining Agreement with the Law Enforcement Labor Services Union, Local 429
A. RESOLUTION

4.6 Maranatha Christian Academy – Planning Case #24-103 Site Plan Review for the Removal of a Portion of the Existing Parking Lot
A. SITE PLAN RESOLUTION
B. PLANNING COMMISSION MINUTES
C. LOCATION MAP
D. APPLICANT SUBMISSION
E. PLAN SET

4.7 Precision Dent Removal - Conditional Use Permit #24-104 for auto oriented repair services at 8557 Wyoming Ave
A. CONDITIONAL USE PERMIT RESOLUTION
B. PLANNING COMMISSION MINUTES
C. LOCATION MAP
D. PLAN SET

4.8 DEV24105 - Redline Athletics - Conditional Use Permit
A. CONDITIONAL USE PERMIT RESOLUTION
B. PLANNING COMMISSION MINUTES
C. LOCATION MAP
D. PLAN SET

4.9 DEV24106 - Rotation Engineering - Site Plan Review
A. CONDITIONAL USE PERMIT RESOLUTION
B. PLANNING COMMISSION MINUTES
C. LOCATION MAP
D. PLAN SET

4.10 Waterside Market Expansion – Planning Case #24-107 Site Plan Review for an Addition to an Existing Structure on a Property Zoned VR – Village Redevelopment
A. SITE PLAN RESOLUTION
B. PLANNING COMMISSION MINUTES
C. LOCATION MAP
D. PLAN SET

4.11 Consider Amending the 2024 City Budget to Reallocate APRA Project Budget Funds from Economic Inclusion to Tuition Free College Outreach Program and Accept a Transfer of Funds from the 2024 EDA Budget to the City ARPA Budget for the Tuition Free College Outreach Program
A. RESOLUTION
B. BUDGET FINANCIAL ANALYSIS

4.12 Authorize the Acceptance of First Quarter Donations/Gifts
A. RESOLUTION

4.13 Approval of Minutes
A. SPECIAL CITY COUNCIL MEETING MINUTES, JANUARY 29, 2024
B. SPECIAL CITY COUNCIL MEETING MINUTES, FEBRUARY 5, 2024
C. REGULAR CITY COUNCIL MEETING MINUTES, MARCH 11, 2024
D. REGULAR CITY COUNCIL MEETING MINUTES, MARCH 25, 2024
E. SPECIAL CITY COUNCIL MEETING MINUTES, APRIL 1, 2024
F. BOARD OF APPEAL AND EQUALIZATION MEETING MINUTES, APRIL 8, 2024
G. REGULAR CITY COUNCIL MEETING MINUTES, APRIL 8, 2024
H. SPECIAL CITY COUNCIL MEETING MINUTES, APRIL 15 2024

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

5. PUBLIC HEARINGS

5.1 Public Hearing for Vacation of Drainage and Utility Easement - Edinburgh Centre Drive

- **A.** RESOLUTION
- **B.** PROPOSED EASEMENT VACATION AREAS

5.2 NorthPark Business Center Alternative Urban Areawide Review (AUAR) Update

- **A.** RESOLUTION
- **B.** PUBLIC COMMENTS
- **C.** PUBLIC COMMENTS AND RESPONSES
- **D.** TRAFFIC ENGINEER COMMENTS

6. LAND USE ACTIONS

None.

7. GENERAL ACTION ITEMS

7.1 Changes to Public Comment

- **A.** RULES OF CONDUCT FOR BROOKLYN PARK COUNCIL MEETINGS

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. ADJOURNMENT

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

City of Brooklyn Park
Request for Council Action

Agenda Item:	3B.1	**Meeting Date:**	April 22, 2024
Agenda Section:	Public Presentations/ Proclamations/Receipt of General Communications	**Originating Department:**	Administration
Resolution:	N/A		
Ordinance:	N/A	**Prepared By:**	Marcellus Davis REDI Manager
Attachments:	1	**Presented By:**	Mayor Hollies Winston
Item:	Mayor's Proclamation Declaring the Month of May as "Older Americans Month" in the City of Brooklyn Park		

City Manager's Proposed Action:

The Mayor shall proclaim the month of May as "Older Americans 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 the month of May, 2024 as "Older Americans Month" in the City of Brooklyn Park

OR

2. By reading the proclamation

Overview:
Established in 1963, Older Americans Month (OAM) is celebrated every May. Led by the Administration for Community Living (ACL), OAM is a time for us to acknowledge the contributions and achievements of older Americans, highlight important trends, and strengthen our commitment to honoring our older citizens.

In recognition of the 60th anniversary of OAM, here are some ways that people can participate and challenge the narrative on aging:

- Embrace the opportunity to change. Find a new passion, go on an adventure, and push boundaries by not letting age define your limits. Invite creativity and purpose into your life by trying new activities in your community to bring in more growth, joy, and energy.
- Explore the rewards of growing older. With age comes knowledge, which provides insight and confidence to understand and experience the world more deeply. Continue to grow that knowledge through reading, listening, classes, and creative activities.
- Stay engaged in your community. Everyone benefits when everyone is connected and involved. Stay active by volunteering, mentoring, participating in social clubs, and taking part in community activities.
- Form relationships. As an essential ingredient of well-being, relationships can enhance your quality of life by introducing new ideas and unique perspectives. Invest time with people to discover deeper connections with family, friends, and community members.

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues: N/A

Attachments:

3B.1A PROCLAMATION

PROCLAMATION

DECLARING THE MONTH OF MAY 2024 "OLDER AMERICANS MONTH" IN THE CITY OF BROOKLYN PARK

WHEREAS, Brooklyn Park includes a growing number of older Americans who contribute their time, wisdom, and experience to our community; and

WHEREAS, communities benefit when people of all ages, abilities, and backgrounds have the opportunity to participate and live independently; and

WHEREAS, Brooklyn Park recognizes the need to create a community that offers the services and supports older adults who may need to make choices about how they age; and

WHEREAS, Brooklyn Park can work to build an even better community for our older residents by:

- Not limiting our thinking about aging,
- Exploring and combating stereotypes,
- Emphasizing the many positive aspects of aging,
- Inspiring older adults to push past traditional boundaries, and
- Embracing our community's diversity.

NOW, THEREFORE, I, Hollies Winston, Mayor of the City of Brooklyn Park, do hereby proclaim May 2024 to be Older Americans Month and urge every resident to celebrate our older citizens, help to create an inclusive society, and accept the challenge of flexible thinking around aging.

Brooklyn Park

5200 85th Avenue North
Brooklyn Park, MN 55443

_____
Hollies Winston, Mayor

City of Brooklyn Park
Request for Council Action

Agenda Item:	3B.2	**Meeting Date:**	April 24, 2024
Agenda Section:	Public Presentations/ Proclamations/Receipt of General Communications	**Originating Department:**	Administration
Resolution:	N/A	**Prepared By:**	Marcellus Davis, Racial Equity Diversity, and Inclusion (REDI) Manager
Ordinance:	N/A		
Attachments:	1	**Presented By:**	Mayor Hollies Winston
Item:	Mayor's Proclamation of May 1-May 31, 2024, as "Asian Pacific American Heritage Month" in the City of Brooklyn Park		

City Manager's Proposed Action:

The Mayor shall proclaim May 1 – May 31, 2024 as "Asian Pacific American Heritage Month" by one of the following:

1. "I, Hollies Winston, Mayor of the City of Brooklyn Park, Minnesota do hereby proclaim May 1 – May 31, 2024 to be "Asian Pacific American Heritage Month" in the City of Brooklyn Park.

OR

2. By reading the proclamation.

Overview:

Asian Pacific American Heritage Month takes place May 1 to May 31 every year as a time to recognize and celebrate the many contributions, diverse cultures, and extensive histories of the Asian Pacific American community. Beginning in 1978, Asian Pacific American Heritage Month was originally observed as "Asian Pacific American Heritage Week" under President Jimmy Carter, but it was later extended to a month during President George H.W. Bush's term in 1990.

Since then, the month has been celebrated nationwide through festivals, art shows, conferences, community gatherings, and much more. The month of May commemorates the arrival of the first Japanese immigrants to the United States on May 7, 1843, and to mark the anniversary of the completion of the transcontinental railroad on May 10, 1869. The majority of the workers who laid the tracks were Chinese immigrants. In 2013, Governor Mark Dayton proclaimed May 14 as Minnesota's Hmong American Day. These holidays also recognize the contributions from Asian Americans and Pacific Islanders who have helped shape the history of the United States.

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues: N/A

Attachments:

3B.2A PROCLAMATION

PROCLAMATION

PROCLAIMING MAY 1 THROUGH MAY 31, 2024, AS "ASIAN PACIFIC AMERICAN HERITAGE MONTH" IN THE CITY OF BROOKLYN PARK, MINNESOTA

WHEREAS, nearly 19 percent of Brooklyn Park residents are of Asian or Pacific Islander descent, according to the July 2020 United States Census Bureau; and

WHEREAS, more than 20 million people of Asian or Pacific Islander descent live in the United States, according to the 2021 American Community Survey; and

WHEREAS, the history of North America is shaped by the stories of immigrants from Asia and the Pacific and the native people of the Pacific Islands; and

WHEREAS, some of the earliest Asian immigrants arrived from China, Japan, India, and Korea; immigration reforms tied to U.S. civil rights legislation brought even more groups to the United States—such as Vietnamese, Cambodians, Laotians, Indonesians, Hmong, and other people from South and Central Asia; and

WHEREAS, Asian immigrants contributed significantly to the history of American nation-building and westward expansion; and

WHEREAS, the month of May commemorates the arrival of the first Japanese immigrants to the United States on May 7, 1843; and

WHEREAS, beginning in 1978, Asian Pacific American Heritage Month was originally observed as "Asian Pacific American Heritage Week" under President Jimmy Carter, but it was later extended to a month during President George H.W. Bush's term in 1990.

WHEREAS, in 2013, Governor Mark Dayton proclaimed May 14 as Minnesota's Hmong American Day.

NOW, THEREFORE, I, Hollies Winston, on behalf of the City Council, city staff, residents, and the community at-large, do hereby proclaim May 1 through May 31, 2024, as Asian Pacific American Heritage Month in Brooklyn Park to recognize and celebrate the many contributions, diverse cultures, and extensive histories of the Asian Pacific American community.

Brooklyn Park

5200 85th Avenue North
Brooklyn Park, MN 55443

_____
Hollies Winston, Mayor

City of Brooklyn Park
Request for Council Action

Agenda Item:	3B.3	**Meeting Date:**	April 22, 2024
Agenda Section:	Public Presentations	**Originating Department:**	Police Department
Resolution:	N/A		
Ordinance:	N/A	**Prepared By:**	Amanda Sorenson, Administrative Assistant
Attachments:	N/A	**Presented By:**	Chief Mark Bruley
Item:	2023 Police Department Annual Report		

City Manager's Proposed Action:

Chief Mark Bruley will present the 2023 Police Department Annual Report to City Council.

Overview: N/A

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues: N/A

Attachments: N/A

City of Brooklyn Park
Request for Council Action

Agenda Item:	3B.4	**Meeting Date:**	April 22, 2024
Agenda Section:	Public Presentations/ Proclamations/Receipt of General Communications	**Originating Department:**	Operations and Maintenance Engineering Services Division
Resolution:	N/A		
Ordinance:	N/A	**Prepared By:**	Mitch Robinson, Interim City Engineer
Attachments:	2	**Presented By:**	Tekoa Cochran, Community Long-range Improvement Commission Chair
Item:	Community Long-range Improvement Commission 2023-2024 Annual Report and 2024 Work Plan		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO ACCEPT THE COMMUNITY LONG-RANGE IMPROVEMENT COMMISSION 2024 WORK PLAN

Overview:

Tekoa Cochran, Community Long-range Improvement Commission Chair, will present the Community Long-range Improvement Commission's Annual Report and Work Plan.

The Community Long-range Improvement Commission (CLIC) is required to submit and have accepted by Council written and verbal reports consisting of review of work from the previous year and proposed work plan for the current year.

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues: N/A

Attachments:

3B.4A CLIC 2023-2024 ANNUAL REPORT
3B.4B CLIC 2024 WORK PLAN

ANNUAL REPORT TO COUNCIL

2023-2024

Presented by Tekoa Cochran, Chair

CLIC 2023-2024 ANNUAL REPORT TO COUNCIL

CLIC 2023-2024 OVERVIEW

1. Reporting period: March 2023–March 2024
2. Fifteen Commissioners, 1 Council Member, 1 Staff Liaison, 0 Youth Members
3. 12 monthly meetings – 11 quorums – average attendance = 10

CLIC 2023-2024 HIGHLIGHTS

1. **Friendly and Safe City for All Ages**

    - Researched youth programming available in Brooklyn Park and surrounding communities
    - Discussed involvement with Brooklyn Bridge Alliance for the Youth

2. **Housing**

    - Researched the development of Housing Commission
    - Ensure the outcomes of the CURA Housing Study are implemented

3. **Mobility**

    - Researched surrounding Cities policies on Complete Streets
        i. Will be bringing recommendation to City Council in coming weeks

4. **Future Planning**

    - Reviewed/Commented on Capital Improvement Plan (CIP)/ Capital Equipment Plan (CEP)

CLIC 2023-2024 ACTIONABLE ITEMS

1. 2024- 2028 CIP-CEP Recommendation Approvals.
2. 2024- 2025 Work Plan completed.
3. 2024 Elections: Tekoa Cochran (Chair), John Schaefer (Vice Chair), Brenda Reeves (Secretary)

CLIC 2023-2024 ANNUAL REPORT TO COUNCIL

CLIC 2024-2025 WORK PLAN (SEE ATTACHMENT)

1. **Friendly and Safe City For All Ages** - Review/Comment/Recommend/Act
    - Keep in front of the Council and continue to monitor progress of recommendations.
    - Participate in planning of Senior Center and Park System Plan Projects.
    - Review BP's Age Friendly Plan and provide recommendations to include all age groups.
    - Identify ways to stay engaged in state programs
    - Incorporate best practices outlined in the AARP Age Friendly guidelines.
    - Youth Wellbeing – improve existing programs and explore new ones.
    - Create ways to celebrate all cultures in BP

2. **Housing** - Ongoing Review/Comment/Recommend
    - Review Housing Study recommendations (CURA) and City Policy on housing.
    - Work with the HRC to ensure policies / programs are included in the housing study to promote home ownership that reflects the community.
    - Collaborate and Support the HRC in their Housing efforts.
    - Continue to explore long term housing for life transitions.
    - Look for ways to ensure safe housing for all.

3. **Mobility**– Ongoing Updates/Review/Comment/Recommend
    - Make recommendations for improved East-West Mobility (Transit, trails, & sidewalks).
    - Engage Development / transportation improvement (LRT and 252 projects) impacts on gentrification, rent levels, property taxes, & housing policy.
    - Identify best practices for bike and ped safety.

4. **Future Planning** - Ongoing Review/Comment/Recommend
    - Promote progress for increasing steps in the GreenStep program
    - Review, comment, and question how the CIP / CEP supports CLIC's work plan.
    - 2025 CLIC work plan.
    - Use results of the Census to inform future recommendations and decisions.
    - Provide input on the City's Cannabis legalization process
    - Provide input on the City's Electric Mobility project
    - Keep informed about new Community Engagement strategies and provide recommendations

CLIC 2023-2024 ANNUAL REPORT TO COUNCIL

5. **Strategic Planning** - Ongoing Review/Comment/Recommend
    - Provide input on the future goal planning for the City
        - BP Goals Refresh Steering Committee

COMMISSION INFORMATION

COMMUNITY LONG-RANGE IMPROVEMENT COMMISSION (CLIC)
City of Brooklyn Park
5200 85th Avenue North
Brooklyn Park, MN 55443

763-424-8000

http://www.brooklynpark.org/commissions/citizen-long-range-improvement/

Community Long-range Improvement Commission (CLIC) members study long-term trends and makes recommendations to the City Council on improvements to Brooklyn Park's future. CLIC is the only commission specifically mentioned in the City Charter (9.04).

Issues range from promoting business development, making transit connections, using of social media and mobile technology and partnering with groups in the community. The Community Long-range Improvement Commission also reviews the City's infrastructure planning (streets, sewers, and public buildings) where public funds will be involved.

The Community Long-range Improvement Commission studies city departments, initiatives and processes to see if anything can be improved. This committee works with all the departments.
• Make recommendations to the City Council if there are improvements that should be made to better meet the needs of the community
• When improvements are brought to the table, help the City Council determine which improvements are done first

TEKOA COCHRAN CHAIR	JOHN SCHAEFER VICE CHAIR	MITCH ROBINSON STAFF LIAISON
Tel tekoacochran@gmail.com	**Tel** Jschaefer1521@comcast.net	**Tel** 763-493-8291 Mitchell.robinson@brooklynpark.org

Workplan | Community Long-Range Improvement Commission

Mar. 2024 - Feb. 2025

Time frame	Project or Task(s)	*BP2025*	Purpose (see next page for info)	Outcome (fill in after completed)
Ongoing	**Friendly and Safe City For all Ages** ***Purpose Statement*** *People of all ages have the resources they need to feel healthy and safe.*	☒1 ☒2 ☒3 ☒4 ☒5 ☒6	☒**Report/Comment** ☒**Recommend** ☒**Act** Initiated by: ☒*Commission* ☒*Council* ☐*City Manager*	• Keep this topic in front of the Council • Participate in planning of Senior Center and Park System Plan Projects. • Review BP's Age Friendly Plan and provide recommendations to include all age groups. • Identify ways to stay engaged in state programs • Incorporate best practices outlined in the AARP Age Friendly guidelines. • Youth Wellbeing – improve existing programs and explore new ones. • Create ways to celebrate all cultures in BP
Ongoing	**Strategic Planning** ***Purpose Statement*** *Support City Council in development of future long term plan/community goals*	☒1 ☒2 ☒3 ☒4 ☒5 ☒6	☒**Report/Comment** ☒**Recommend** ☐**Act** Initiated by: ☒*Commission* ☒*Council* ☒*City Manager*	• Provide input on the upcoming future planning for the City •
Ongoing	**Housing** ***Purpose Statement*** *Advocating for creating and maintaining habitable and affordable housing for all residents.*	☒1 ☒2 ☒3 ☒4 ☒5 ☒6	☒**Report/Comment** ☒**Recommend** ☒**Act** Initiated by: ☒*Commission* ☐*Council* ☐*City Manager*	• Assess implementation of Housing Study recommendations (CURA) and City Policy on housing. • Work with HRC to ensure policies / programs are included to promote home ownership that reflects the community. • Collaborate and Support the HRC in their Housing efforts to improve housing. • Continue to explore long term housing for life transitions. • Look for ways to ensure safe housing for all. • Look for ways to provide financial assistance to homeowners for home improvements •
Ongoing	**Mobility** ***Purpose Statement*** *To improve the ped environment and infrastructure to encourage walking, biking, and transit as a safe and accessible mode of transportation in BP.*	☒1 ☒2 ☒3 ☒4 ☒5 ☒6	☒**Report/Comment** ☒**Recommend** ☒**Act** Initiated by: ☒*Commission* ☐*Council* ☐*City Manager*	• Make recommendations for improved East-West Mobility (Transit, trails, & sidewalks). • Engage Development / transportation improvement (LRT and 252 projects) impacts on gentrification, rent levels, property taxes, & housing policy. • Identify best practices for bike and ped safety.

Workplan | Community Long-Range Improvement Commission

Mar. 2024 - Feb. 2025

				• Conduct self-assessment through the Walk Friendly Communities organization. • Add BP to PlacesForBikes City Ratings program • Complete Streets Policy
2024	**Future Planning**	☒1 ☒2 ☒3 ☒4 ☒5 ☒6	☒**Report/Comment** ☒**Recommend** ☐**Act** Initiated by: ☒*Commission* ☐*Council* ☐*City Manager*	• Promote progress for increasing steps in the GreenStep program • Review, comment, and question how the CIP / CEP supports CLIC's work plan. • 2025 CLIC work plan. • Use results of the Census to inform future recommendations and decisions. • Provide input on the City's Cannabis legalization process • Provide input on the City's Electric Mobility project • Keep informed about new Community Engagement strategies and provide recommendations. •

1: United Community *2: Beautiful Places* *3. Thriving Economy* *4. Healthy & Safe People* *5. Increased Equity* *6. Effective & Engaging Gov't*

Notes:

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Main topics of concern. Sub-committees on the following projects:

1. Housing
    a. Tekoa, Brenda, Cindy
2. Friendly and Safe City for All Ages
    a. Mary, Umebe, Patrick C, Patrick H, Theo
3. Mobility
    a. Shelley, Edna, Nicholas

Workplan | Community Long-Range Improvement Commission

Mar. 2024 - Feb. 2025

Workplan Projects: What's the purpose?

Commissions can either initiate a project themselves OR be asked by the Council or City Manager to do one of the following:

Report/Comment

- Commission studies a specific issue or topic and **reports its findings or comments to the Council,** either in writing or in a Council meeting.
- Commission does not vote.
- No direct action is taken.

Example: Charter Commissioner provided a memo on the topic of Council Members being employed by the City part-time, at the Council's request.

Recommend

- Commission reviews a specific policy issue and **makes a formal recommendation** to City Council on what action to take.
- A recommendation requires a majority of the Commissioners' support.
- Individual member comments are not included.

Examples: Planning Commission recommends approval on land use actions; RPAC made a recommendation on amplified sound policy.

Act

- Commission **initiates or takes on a project**, approved by Council through their workplan.

Example: HRC partnered with a community organization on an event; City Manager requests that HRC coordinate the "All Are Welcome" sign contest.

Workplan | Community Long-Range Improvement

Brooklyn Park 2025 Community Goals

Working together to make Brooklyn Park a thriving community inspiring pride where opportunities exist for all.

We asked and you answered! Our community wants to accomplish these goals by the year 2025:

United Community

A united and welcoming community, strengthened by our diversity.

- We have connected neighbors who understand and celebrate our unique cultures.
- Brooklyn Park is unified with a strong positive identity and image.
- Our community's activities, events and services are inclusive, multi-cultural, and accessible.
- We have places and spaces for diverse communities to gather.
- Residents of every age contribute to our community.

Beautiful Places

Beautiful spaces and quality infrastructure make Brooklyn Park a unique destination.

- Modern transportation options (drive, ride, walk, bike) connect people to education, jobs, and recreation.
- Quality recreation and park amenities inspire activity for all ages and interests.
- Our rich diversity is showcased through our vibrant music, art, food, entertainment, and cultural scene.
- Attractive key corridors, corners, and city centers create destinations that meet community needs.
- Neighborhoods are well-maintained with quality housing for all ages and incomes integrated throughout the community.

Thriving Economy

A balanced economic environment that empowers businesses and people to thrive.

- People of all ages and backgrounds enjoy financial stability.
- Residents and visitors support an abundance of retail stores, restaurants, and entertainment venues.
- Our business environment inspires private investment and job growth.
- Business and organizations of all types, sizes and specialties start, stay and grow here.
- We are a leader in environmental sustainability, benefiting our economy and community.

Healthy and Safe People

People of all ages have what they need to feel healthy and safe.

- Neighborhoods are empowered and supported by strengthened positive relationships with police.
- Youth are engaged in positive and quality experiences.
- Aging adults have services and amenities to thrive and age in place.
- Everyone has access to quality healthy food options.
- People have access to quality medical and emergency care.

Increased Equity

Partnerships that increase racial and economic equity empower residents and neighborhoods to prosper.

- Each resident has access to the training and support needed to get and keep a living wage job.
- Each student graduates high school with a pathway to college or career.
- Aging neighborhoods and commercial centers are revitalized through continuous investment.
- The community provides necessary supports and services for community members to overcome life challenges such as hunger, mental illness, and homelessness.

Effective, Engaging Government

Effective and engaging government recognized as a leader.

- The City provides quality services at a reasonable cost.
- Elected officials, commissions, and City staff reflect the diversity of the community and are culturally competent.
- City information is clear, accessible, and delivered in ways that meet the community's needs.
- City laws are understandable, equitably enforced, and relevant to the community.
- The City is well-managed and recognized as a great place to work.

Goals adopted by City Council February 27, 2017

Brooklyn Park
Unique. United. Undiscovered.

A City of Brooklyn Park
Request for Council Action

Agenda Item:	4.1	**Meeting Date:**	April 22, 2024
Agenda Section:	Consent	**Originating Department:**	Operations and Maintenance
Resolution:	X		
Ordinance:	N/A	**Prepared By:**	Richard Luckow, Public Utilities Superintendent
Attachments:	2	**Presented By:**	Dan Ruiz, Director
Item:	Accept Bids and Award Contract for the Large Valve/Main Rehabilitation Project to Dave Perkins Contracting		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION #2024-_____ TO ACCEPT BIDS AND AWARD CONTRACT FOR THE LARGE VALVE/MAIN REHABILITATIION PROJECT TO DAVE PERKINS CONTRACTING.

Overview:

This request is for the approval to award a contract for the installation of 5 large watermain valves. The project was advertised in the Brooklyn Park Sun Post and on the electronic (Quest CDN) bulletin board on March 21, 2024. On April 11, 2024, four bids were received: the lowest responsible bid being from Dave Perkins Contracting, in the amount of $137,785.00. Dave Perkins Contracting is an experienced utilities contractor who has completed many projects for municipalities, including previous work for the city.

Primary Issues/Alternatives to Consider:

This project will commence this Spring and be substantially completed by October 15, 2024. Project completion date and condition reports are due November 15, 2024.

Should the Council award the bid as recommended?
The Operations and Maintenance staff recommends approval as presented.

Budgetary/Fiscal Issues:

The recommended bid proposal of $137,785.00 is within the approved 2024 Public Utilities Water Fund expenditures program budget and under the Engineers estimate of $147,675.00.

Attachments:

4.1A RESOLUTION
4.1B LOCATION MAP

RESOLUTION #2024-

RESOLUTION TO ACCEPT BIDS AND AWARD THE CONTRACT FOR LARGE VALVE/MAIN REHABILITATION TO DAVE PERKINS CONTRACTING.

WHEREAS, the need to have functioning valves in necessary to operate a water system; and

WHEREAS, the valves in question are vital to control the flow of water in the system; and

WHEREAS, the project was posted for bids on the Quest CDN electronic project board; and

WHEREAS, the project was advertised in the Sun-Post on March 21, 2024, and

WHEREAS, on April 11, 2024 (4) four bids were received as follows:

Contractor	Total
Dave Perkins Contracting, Nowthen, MN	$137,785.00
New Look Contracting, Rogers, MN	$195,760.00
Minger Construction Co. Inc., Jordan, MN	$209,730.00
Meyer Contracting, Maple Grove, MN	$210,383.52

WHEREAS, the Large Valve/Main Rehabilitation Project is recommended to be awarded to the lowest responsible bidder meeting specifications, Dave Perkins Contracting in the amount of 137,785.00; and

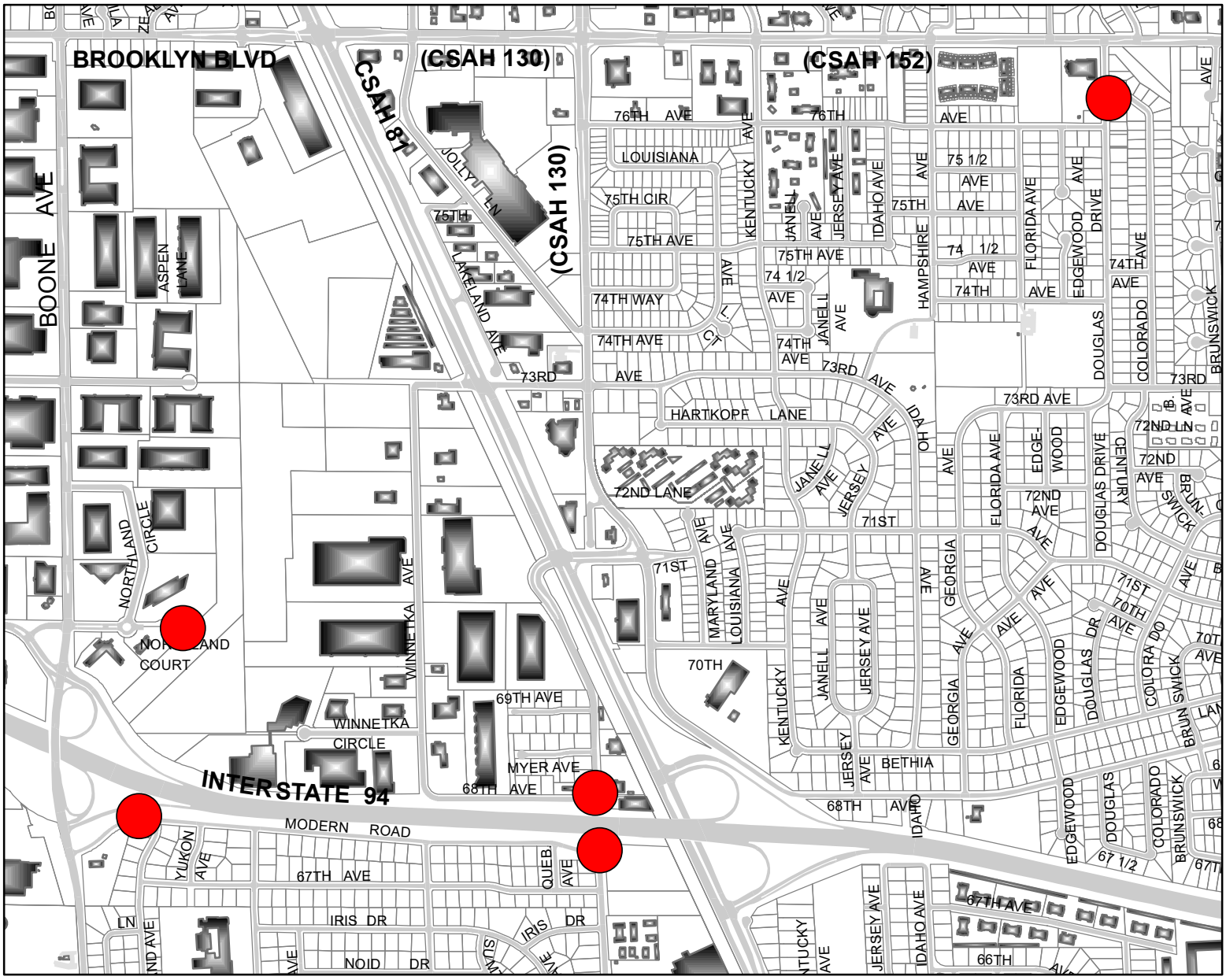
WHEREAS, the project is under the Engineers estimate of $147,675.00

WHEREAS, the project can be accommodated in the 2024 Public Utilities Water Expenditure Budget.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the city of Brooklyn Park to award the contract for the Large Valve/Main Rehabilitation Project to Dave Perkins Contracting in the amount of $137,785.00

BE IT FURTHER RESOLVED to authorize the City Manager and Operations and Maintenance Director to authorize additional expenditures if necessary to properly complete the project.

PROJECT LOCATION MAP
CIP 3001-24 WATERMAIN REHABILITATION



LEGEND

PROJECT LOCATIONS

N
W E
S

Date: 4/15/2024



City of Brooklyn Park
Request for Council Action

Agenda Item:	4.2	**Meeting Date:**	April 22, 2024
Agenda Section:	Consent	**Originating Department:**	Operations and Maintenance (O&M)
Resolution:	X		
Ordinance:	N/A	**Prepared By:**	Jeff Holstein, City Transportation Engineer
Attachments:	4	**Presented By:**	Dan Ruiz, O&M Director
Item:	Approve Supplemental Letter of Agreement #12 with Bolton and Menk, Inc., to Prepare Plans and Specifications for the Winnetka Avenue / Rush Creek Regional Trail Underpass Project		

City Manager's Proposed Action:

MOTION_____, SECOND_____, TO WAIVE THE READING AND ADOPT RESOLUTION #2024_____ TO AMEND THE 2024-2028 CIP AND THE 2024 BUDGET AND APPROVE SUPPLEMENTAL LETTER OF AGREEMENT #12 WITH BOLTON AND MENK, INC., TO PREPARE PLANS AND SPECIFICATIONS FOR THE WINNETKA AVENUE / RUSH CREEK REGIONAL TRAIL UNDERPASS PROJECT.

Overview:

The County owns, operates, and maintains Winnetka Avenue in the vicinity of the Rush Creek Regional Trail (RCRT) as County State Aid Highway 103 (CSAH 103). The RCRT is owned by the Three Rivers Park District (TRPD). The current junction of CSAH 103 and the RCRT is at-grade and considered by the City, the TRPD, the public and the County as a hazardous trail crossing due to high traffic volumes and speeds along CSAH 103, high trail usage and limited visibility.

City engineering staff have been working over the past decade to acquire the necessary funding to upgrade the existing at-grade CSAH 103 / RCRT junction to a grade separated junction consistent with the RCRT junctions at Noble Parkway, Zane Avenue/Douglas Drive, the recently completed Xylon Avenue and the soon to be completed West River Road junction. The city has applied for federal funding four times and worked to acquire other County and State funding, but was unsuccessful until recently.

The city was recently informed by Hennepin County that we were awarded $500,000 in county funding for the project. Subsequent discussions with the TRPD indicated a similar level of financial participation. All agencies expressed a desire to move forward with the grade separation project as soon as possible due to the safety concerns. This desire dictates design of the facility in 2024 with construction in 2025.

The city has Consultant Services Agreements in-place with WSB and Associates, Inc., and Bolton and Menk, Inc. City staff obtained proposals from both consultants to prepare plans and specifications to upgrade the CSAH 103 / RCRT junction. The Bolton and Menk, Inc., proposal was the lowest cost at $168,178, compared to $254,632 for WSB. Bolton and Menk has previously provided high quality engineering services for the city and the TRPD.

Staff recommends the City Council retain Bolton and Menk, Inc., to prepare plans and specifications for the Winnetka Avenue / RCRT Underpass Project.

Primary Issues / Alternatives to Consider:

1. The pending Blue Line Extension Light Rail Transit Project is planned to terminate approximately 500 feet to the south of the trail junction. The proposed project will include a trail along the west side of CSAH 103 from the junction to match into the planned trail from the BLRT Project. Ultimately, when the County upgrades the remainder of CSAH 103 from the BLRT Project up to 109th Avenue, there will be trails along both sides of CSAH 103.

Budgetary / Fiscal Issues:

The current 2024-2028 CIP includes $162,000 for Planning and Design in 2025 and $1,428,000 for construction in 2026 for the Winnetka Ave/RCRT underpass project (CIP 4056). To meet the desire of designing in 2024 and constructing in 2025, the city needs to amend the 2024-2028 CIP and the 2024 budget to include $168,178 for Planning and Design in 2024 and $1,600,000 for construction in 2025. The construction estimate has increased due to recent bids for similar projects and can be accommodated by city Municipal State Aid (MSA) fund balance.

The current total cost estimate for the project is $1,768,178. The current funding plan for the project includes $500,000 of Hennepin County funds, $600,000 of TRPD funds and $668,178 of city Municipal State Aid (MSA) funds.

Attachments:

4.2A RESOLUTION
4.2B BOLTON AND MENK SUPPLEMENTAL LETTER OF AGREEMENT
4.2C LOCATION MAP
4.2D CONCEPTUAL LAYOUT

RESOLUTION #2024 -

RESOLUTION TO AMEND THE 2024-2028 CIP AND THE 2024 BUDGET AND APPROVE SUPPLEMENTAL LETTER OF AGREEMENT #12 WITH BOLTON AND MENK, INC., TO PREPARE PLANS AND SPECIFICATIONS FOR THE WINNETKA AVENUE / RUSH CREEK REGIONAL TRAIL UNDERPASS PROJECT

WHEREAS, Hennepin County owns and maintains Winnetka Avenue as CSAH 103 in the vicinity of the Rush Creek Regional Trail (RCRT) and the Three Rivers Park District (TRPD) owns the RCRT with the junction of CSAH 103 and the RCRT located within the City of Brooklyn Park, and

WHEREAS, the City of Brooklyn Park, Hennepin County and the TRPD all consider the existing at-grade junction of CSAH 103 and the RCRT as a significant safety hazard for pedestrians and bicyclists and would like to upgrade the junction to a grade separated crossing, and

WHEREAS, the city was recently awarded Hennepin County funding ($500,000) to upgrade the junction and the TRPD has also expressed a willingness to participate up to $600,000 to this approximately $1,768,178 project, and

WHEREAS, City staff have received two consultant proposals to prepare plans and specifications for the proposed CSAH103 / RCRT grade separation and the Bolton and Menk, Inc., proposal was the lowest cost and this consultant has previously provided high quality engineering services for the city and the TRPD, and

WHEREAS, the current 2024-2028 CIP includes $162,000 for planning and design in 2025 and $1,428,000 for construction in 2026 for the CSAH 103 / RCRT grade separation project (CIP 4056).

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Park to enter into an agreement with Bolton and Menk Inc., to prepare the plans and specifications for the proposed CSAH 103 / RCRT Grade Separation Project (CIP 4056) and to amend the 2024-2028 CIP and the 2024 Budget as outlined below.

Amendment to the 2024 Budget					
Financing Changes					
Fund	Revenue Classification	Description	Current Budget	Changes	Amended Budget
Construction Fund-Use of Fund Balance - 420.5459	Use of Fund Balance	Trail Underpass Project	$ 6,566,943	$ 168,178	$ 6,735,121
		Total	$ 6,566,943	$ 168,178	$ 6,735,121
Spending Changes					
Fund	Expense Classification	Description	Current Budget	Changes	Amended Budget
Construction Fund-Infrastructure	Capital Outlay	Trail Underpass Project	$ 980,000.00	$ 168,178.00	$ 1,148,178.00
					$ -
		Total	$ 980,000.00	$ 168,178.00	$ 1,148,178.00

Amendment to the 2024-2028 Capital Improvement Plan					
Financing Changes					
Project Number	Funding Source	Description	Current Budget	Changes	Amended Budget
CIP4056 - 2024	M.S. - Municipal State Aid	Trail Underpass Project	$ -	$ 168,178.00	$ 168,178.00
					$ -
					$ -
					$ -
					$ -
		Total	$ -	$ 168,178.00	$ 168,178.00
Spending Changes					
Project Number	Expense Category	Description	Current Budget	Changes	Amended Budget
CIP4056 - 2024	Planning/Design/Engr	Trail Underpass Project	$ -	$ 168,178.00	$ 168,178.00
					$ -
					$ -
					$ -
		Total	$ -	$ 168,178.00	$ 168,178.00

BOLTON & MENK
Real People. Real Solutions.

12224 Nicollet Avenue
Burnsville, MN 55337-1649

Ph: (952) 890-0509
Fax: (952) 890-8065
Bolton-Menk.com

April 3, 2024

Mr. Dan Ruiz
Director of Operations and Maintenance
5200 85th Ave N
Brooklyn Park, MN 55443

RE: Winnetka Ave / RCRT Underpass Project – SLA #12

Dear Mr. Ruiz,

We are pleased to present the attached proposal to support the City of Brooklyn Park on the subject project. Please proceed in executing this SLA #12 under the Master Consultant Services Agreement effective June 14, 2021 through June 14, 2025.

Bolton & Menk, Inc.

David P. Martini

David Martini, P.E.
Senior Principal Engineer

We hereby accept this proposal and authorize Bolton & Menk, Inc. to proceed with this work.

Accepted by: _____ Date: _____

Printed Name: _____

Accepted by: _____ Date: _____

Printed Name: _____

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April 2, 2024

Mr. Jason Ives
Engineering – Senior Project Manager
City of Brooklyn Park
5200 85th Avenue N
Brooklyn Park, MN 55443

RE: **Engineering Services Letter Proposal *(updated)***
Rush Creek Regional Trail Underpass at Winnetka Avenue (CSAH 103) – SLA #12

Dear Mr. Ives,

Thank for you allowing Bolton & Menk the opportunity to prepare a quote to provide engineering services for the Three Rivers Park District (TRPD) Rush Creek Regional Trail Underpass at CSAH 103 (Winnetka Ave) just north of 101st Avenue. The project purpose is to provide a safe grade-separated crossing for all modes of transportation and eliminate the conflict points that exist today. This project would result in a 3.7-mile trail corridor separated from vehicular traffic. We understand the project will be funded through Regional Solicitation, Hennepin County, and other local funds and is planned for construction in 2025.

We understand Hennepin County has future projects programmed on Winnetka Avenue that must be accounted for in the design of the underpass. We will validate our assumption of a 52- to 54-foot future roadway width and verify future load requirements. With our extensive experience working with TRPD, we understand their standards and requirements and anticipate the need to maintain Rush Creek trail corridor aesthetics. This will likely involve cast-in-place culvert aprons, fencing over the headwalls, wall formliners, and lighting within the box culvert.

To limit project costs and scheduling risks, we recommend avoiding the Target Corporation-owned parcel in the southwest quadrant by realigning the trail to cross Winnetka Avenue north of the existing at grade-crossing, see Figure 1. This option allows for a straighter approach, as it eliminates a curve on the mainline trail, and allows for the flexibility to maintain trail traffic for an extended period during construction operations.

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Name: Rush Creek Regional Trail Underpass at Winnetka Avenue (CSAH 103)
Date: April 2, 2024
Page: 2

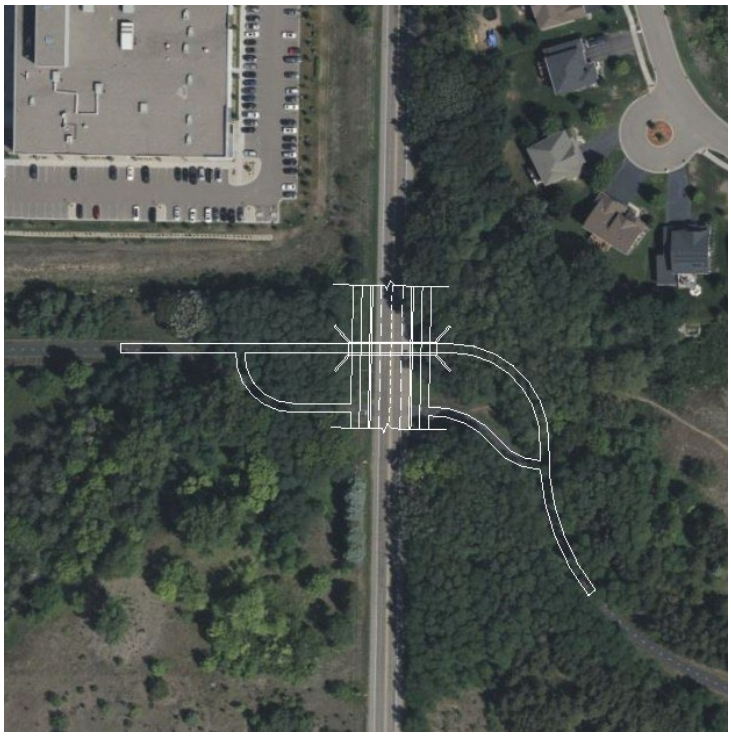


Figure 1: Possible trail realignment

The following is Bolton & Menk's work plan and assumptions by task:

Task 1: Project Management/Agency Involvement
This task includes:

- Project team meetings (up to 5)
- Project oversight (general day-to-day project management, administration, and coordination)
- Coordination with Hennepin County, TRPD, and MnDOT Federal Aid (up to 5 meetings)
- Support for City Council meetings, including project status presentations (up to 2)
- Development of a detailed milestone schedule
- Monthly progress reports, invoices, and schedule updates

Fee: $17,740

Task 2: Public Involvement
Public Involvement will consist of a public open house informational meeting to occur between 60% and 90% plan development. The event will focus on the proposed improvements and how they will impact roadway and trail users. Bolton & Menk will prepare postcard mailers/invitations that we have assumed the city will print and mail. We will also prepare a project layout and up to three presentation boards.

Fee: $3,500

Task 3: Surveying, Mapping, Right of Way, and Utilities
This task includes:

- Collecting PLSS section lines and corners

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- Defining existing right-of-way
- Obtaining ground survey of existing features and utilities as marked through Gopher State One Call
- Processing field data to create a CAD basemap for design

Per the City's request, we have included $20,000 for right-of-way acquisition.

Fee: $27,740

Task 4: Environmental/Federal Aid DCP Process
The project will involve federal funds through the Regional Solicitation. As such, an environmental review under the National Environmental Policy Act (NEPA) is required, per 23 CFR 771.117. We will prepare the Early Notification Memo (ENM) letters to MnDOT Cultural Resources Unit (CRU) for historic and cultural resources (Section 106), MnDOT Office of Environmental Stewardship (OES) for federal threatened and endangered species (Section 7), and the Minnesota Department of Natural Resources (MnDNR) for state threatened and endangered species. Information from this correspondence will further define the environmental review and documentation process. Special studies may be identified during the early notification responses and could include:

- Cultural resources
- Architectural surveys
- Biological surveys

As required by Army Corps of Engineers guidelines, a review of historical imagery will be conducted prior to completing any fieldwork (Task 7, Level 2 Wetland Delineation). Data collected as part of the analysis of wetland signatures will determine possible locations of wetlands to focus the field delineation. The collected data will be presented in the delineation report as GIS based figures.

The Project Memorandum (PM)/CATEX will document Section 106, National Historic Preservation Act determination from MnDOT CRU and Section 7, and Endangered Species Act determination from MnDOT OES. We will prepare the project needs statement following guidance from MnDOT and FHWA-Minnesota Division for NEPA documents. We will prepare the draft PM/CATEX concurrent with preliminary design and submit it to MnDOT Metro District Office of State Aid for Local Transportation (SALT), MnDOT Central Office, and FHWA for review. Following this initial review, we will revise the PM and submit it for final approval. We will document any necessary design exceptions in the design study section of the PM.

Based on the proposed improvements and anticipated impacts, we expect the project to be approved as a Class II action (categorical exclusion) under NEPA. The categorical exclusion document prepared in Minnesota through the MnDOT Office of SALT is a PM/CATEX. The PM/CATEX provides documentation the project will result in non-significant social, economic, and environmental (SEE) impacts.

Additional assessments may be required based on early coordination with state agencies. Any requested additional assessments would be above and beyond the estimated total listed above. If the proposed has this information already completed, we will review those reports and determine if any additional assessments or associated costs may be required components of the PM/CATEX.

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We are assuming the following items will need to be submitted to MnDOT Federal Aid for review as a part of the DCP process:

- Plans in conformance with State Aid Manual Plans and Proposals Chapter guidelines
- DCP 02 (Plan Submittal)
- Engineer's Estimate
- Plan Review Checklist with Federal Aid
- Lab Testing & Plant Inspection Services Request
- R/W Certificate # 1 and R/W Certificate #1 Checklist
- Utility Relocations Certificate

Fee: $15,965

Task 5: Bridge Plans – Structural Engineering
This task includes design and development of the bridge plans for the pedestrian underpass. To be wide enough to appropriately accommodate the Rush Creek Regional Trail, the underpass will statutorily be classified as a bridge in Minnesota. Plans will therefore be designed in accordance with State Aid standards and meet the requirements of the AASHTO LRFD Bridge Design Specifications and MnDOT Bridge Design Manual. Given project funding sources, underpass plans require the signature of the State Bridge Engineer prior to approval for letting. Bolton & Menk will coordinate reviews through the MnDOT State Aid Bridge Unit at the preliminary and final plan development stages and, with our established experience and working relationships with State Aid Bridge Staff on similar Fed-aid projects, ensure streamlined approval of bridge plans for letting.

We assume the structure type for the underpass will be a precast concrete box culvert with non-standard cast-in-place (CIP) headwalls on spread footings. Our scope assumes the alignments can be set such that all four wingwalls will be consistent in configuration, providing a uniform look for the crossing and simplifying design and construction. With the requirements for State approval for this type of structure, borings and geotechnical recommendations are essentially a ‘must-have’ and we have thus included them in our scope of services.

With the potential for a future LRT along Winnetka Avenue, we highly recommend considering evaluation and rating of the box culvert segments now for the AREMA Cooper/E80 loading for railways. We will perform an analysis using Eriksson Culvert and prepare special design plans for the precast box culvert elements. As part of our workflow process, we will also perform an independent design evaluation of the Eriksson Culvert analysis results using in-house developed software and a finite element-analysis model. On another recent pedestrian underpass designed by Bolton & Menk (TH 3 Trail under the CPRR in the City of Faribault), we performed this independent evaluation and found that the accuracy of Eriksson Culvert analysis for railway loading is very sensitive to stiffness assumptions and depth of fill and should be independently verified for each project.

As a further example of relevant experience, we recently completed design for another federal-aid pedestrian underpass project just northwest on the same trail system: The Rush Creek Regional Trail Underpass (Bridge 27J87) at the Mississippi Gateway Regional Park in Coon Rapids for TRPD. This project utilized CIP headwalls with inset wayfinding lettering as shown in the rendering below and haunch-mounted luminaires to light the underpass; we recommend considering both to provide a similar aesthetic and user experience for this project.

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Name: Rush Creek Regional Trail Underpass at Winnetka Avenue (CSAH 103)
Date: April 2, 2024
Page: 5



We understand the box culvert may need to be pre-ordered, therefore our scope includes development of agreement language, coordination with the city purchasing department, and facilitating a bid opening.

Fee: $33,700

Task 6: Final Design – Plan Production
The task includes the development of final plans, specifications, and Engineer's Estimate. The plans will follow:

- State Aid Standards
- MnDOT CAD Standards
- 2020 MnDOT Transport List of Bid Items
- 2020 MnDOT Specifications and Special Provisions

We will prepare and submit plans, specifications, and Engineer's Estimate for review at 60% (specification outline only), 95%, and 100% milestones. Plan sections will include title sheet, general layout, quantity tabulations, details, ADA, earthwork, utilities, alignments, existing topography, removals, typical sections, plan & profile, paving, drainage, erosion control, turf establishment, pavement markings, signage, lighting, and cross sections. Traffic Control Plans will be prepared for the project. We are assuming Xylon Avenue would be the signed detour route.

We have assumed coordination will be required with Hennepin County to determine the appropriate future roadway section of Winnetka Avenue/CSAH 103 to be accommodated by the design of the culvert. We have included incorporation of one round of Hennepin County comments per milestone submittal.

Included in our proposed fees are tasks for geotechnical services, including preparation of a geotechnical report and installation of piezometers/groundwater monitoring. At the Rush Creek Regional Trail underpass at Xylon Avenue normal groundwater elevations are approximately 10-fee below the existing roadbed. Winnetka Avenue is lower in elevation than Xylon Avenue. Groundwater monitoring will help determine how low to place the box culvert, potentially avoiding major grade changes to the roadway profile.

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Name: Rush Creek Regional Trail Underpass at Winnetka Avenue (CSAH 103)
Date: April 2, 2024
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Fee: $54,393

Task 7: Wetlands & Permits

This task includes a Level 2 delineation of wetland boundaries within the project area. The delineation will include performing transects and sampling in the vicinity of any wetlands and placing 3-foot pin flags at the limits of any wetlands found. Our delineator will use a sub-foot GPS unit to accurately locate and map each point and prepare a written report of our findings. This report will be submitted to the appropriate agencies for approval. Other expected permits include MPCA NPDES permit, Stormwater Pollution Prevention Plan (SWPPP), and Shingle Creek and West Mississippi Watershed Management Commissions Erosion Control Permit. No other permits are assumed to be required.

Fee: $15,140

Bolton & Menk's total fee is **$168,178**. Below is a summary of our cost estimate per task:

Detailed Cost Estimate

City of Brooklyn Park Rush Creek Regional Trail Underpass at Winnetka Ave		Bolton & Menk, Inc.										
Task No.	Work Task Description	Project Manager	Principal-in-Charge	Water Resources Engineer	Roadway Designer/Plan Production Lead	Traffic Lead	Environmental Specialist	Wetland Specialist	Surveyor	Clerical	Total Hours	Total Cost
1.0	Project Management/Agency Involvement	62	22	4	4	6	0	0	0	6	104	$17,740
2.0	Public Involvement	4	4	0	0	0	0	0	0	20	28	$3,500
3.0	Surveying, Mapping, Right of Way, and Utilitie	4	1	0	8	0	0	0	31	0	44	$7,740
4.0	Environmental/Federal Aid DCP Process	16	2	0	2	0	87	6	0	0	113	$15,965
5.0	Bridge Plans - Structural Engineering	12	8	12	183	0	0	0	0	26	241	$33,700
6.0	Final Design - Plan Production	28	8	56	100	48	0	0	0	12	252	$37,440
7.0	Wetlands & Permits	7	0	30	0	0	0	70	0	0	107	$15,140
	Total Hours	133	45	102	297	54	87	76	31	64	889	
	Average Hourly Rate	$170.00	$205.00	$150.00	$140.00	$155.00	$135.00	$135.00	$185.00	$100.00		
	Subtotal	$22,610	$9,225	$15,300	$41,580	$8,370	$11,745	$10,260	$5,735	$6,400		
	Subtotal Fee											**$ 131,225**
	SUBCONSULTANT (Henning Professional Services): Right-of-Way Acquisition Services											$ 20,000
	SUBCONSULTANT (American Engineering (AET)): Geotechnical Exploration and Report, Piezometers/Groundwater Table Monitoring											$ 16,953
	TOTAL INCLUDING SUBCONSULTANTS											**$ 168,178**

Please contact me at 651-341-0847 or beth.engum@bolton-menk.com if you have any questions.

Sincerely,
Bolton & Menk, Inc.

Beth A Engum

Beth Engum, P.E.
Senior Transportation Project Manager

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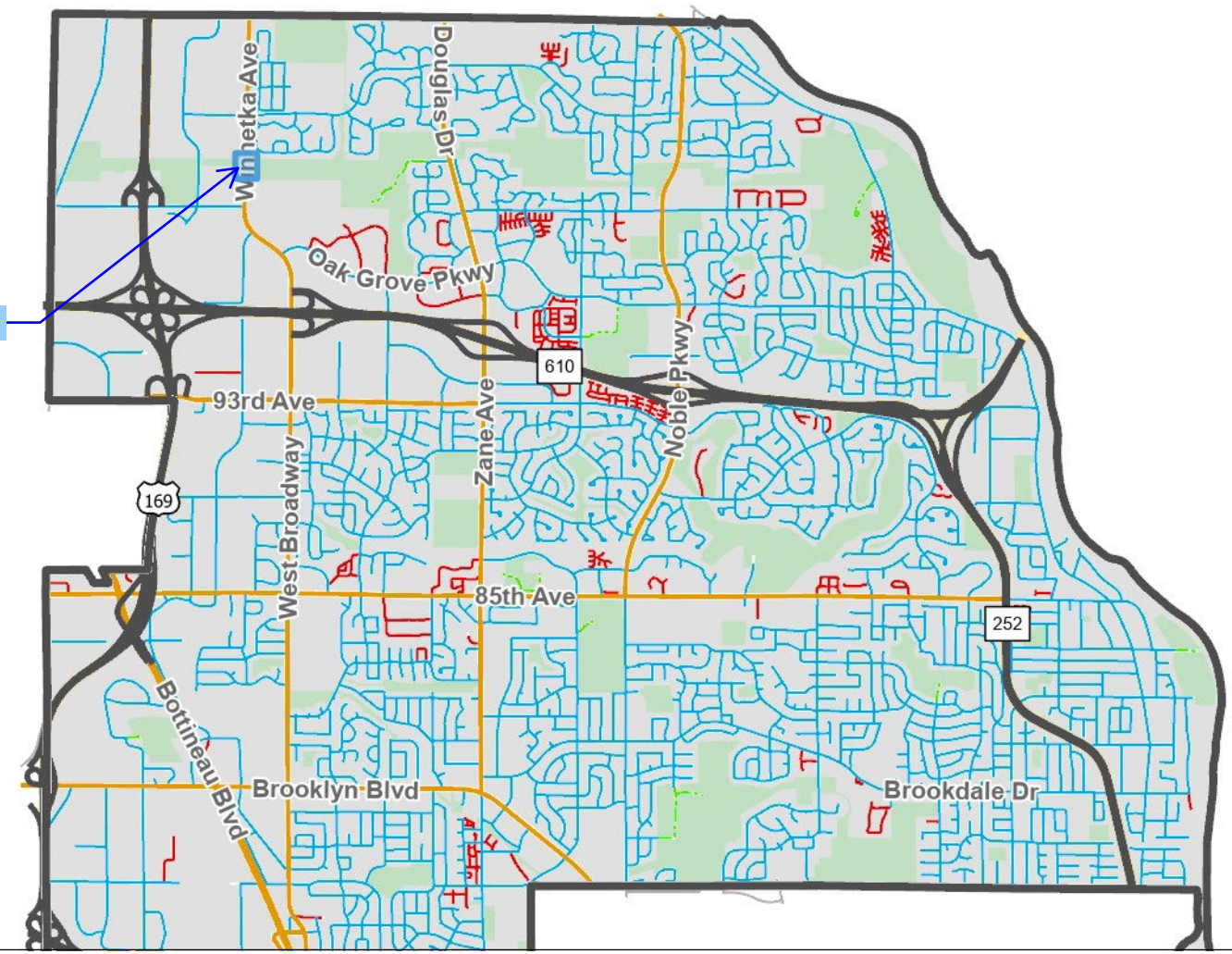
GEOTECHNICAL SERVICES FEE SCHEDULE
CSAH 103-PEDESTRAIN UNDERPASS
CSAH 103 (WINNETKA AVE N) AND RUSH CREEK REGIONAL TRAIL
BROOKLYN PARK, MN 55445

AMERICAN ENGINEERING TESTING

SERVICE DESCRIPTION	PROJECT BUDGET ESTIMATED UNITS		UNIT RATE	BUDGET AMOUNT
Layout & Utility Clearance				
Project Administrator	1	Hour	$85.00	$85.00
Drilling Technician	3	Hour	$125.00	$375.00
Company Vehicle Rental	3	Hour	$30.00	$90.00
Standard Vehicle Mileage	50	Miles	$1.30	$65.00
GPS Equipment Rental	1	Day	$210.00	$210.00
MDH Boring Notification	1	Unit	$75.00	$75.00
Section Subtotal:				**$900.00**
Geotechnical Field Exploration				
Hourly Drilling				
Drilling Technician	22	Hour	$125.00	$2,750.00
Auxiliary Vehicle Rental	11	Hour	$37.00	$407.00
Rotary Drill on All-Terrain Vehicle Rental	11	Hour	$151.00	$1,661.00
Auxiliary Vehicle Mileage	100	Miles	$1.60	$160.00
Tractor/Lowboy Trailer Mileage	100	Miles	$2.40	$240.00
Borehole Grouting - Bentonite Grout	70	Foot	$2.00	$140.00
Steel Protop	1	each	$600.00	$600.00
Section Subtotal:				**$5,958.00**
Monitoring Well Sealing				
Drilling Technician	6	Hour	$125.00	$750.00
Auxiliary Vehicle Rental	3	Hour	$37.00	$111.00
Rotary Drill on All-Terrain Vehicle Rental	3	Hour	$151.00	$453.00
Auxiliary Vehicle Mileage	50	Miles	$1.60	$80.00
Tractor with Lowboy Trailer Mileage	50	Miles	$2.40	$120.00
Section Subtotal:				**$1,514.00**
Monthly Monitoring Well Readings (12 readings)				
Drilling Technician	15	Hour	$125.00	$1,875.00
Engineer, Level I	3	Hour	$170.00	$510.00
Auxiliary Vehicle Rental	15	Hour	$37.00	$555.00
Auxiliary Vehicle Mileage	600	Miles	$1.60	$960.00
Section Subtotal:				**$3,900.00**
Laboratory				
Classification	3	Hour	$115.00	$345.00
ASTM D6913 Sieve Analysis of Soils	2	Test	$133.00	$266.00
Section Subtotal:				**$611.00**
Project Management & Reporting				
Project Administrator	2	Hour	$85.00	$170.00
Engineer I	10	Hour	$170.00	$1,700.00
Senior Engineer	10	Hour	$220.00	$2,200.00
Section Subtotal:				**$4,070.00**
	ESTIMATED BUDGET			**$16,953.00**

LOCATION MAP - Winnetka Ave / Rush Creek Regional Trail Crossing

Crossing Location

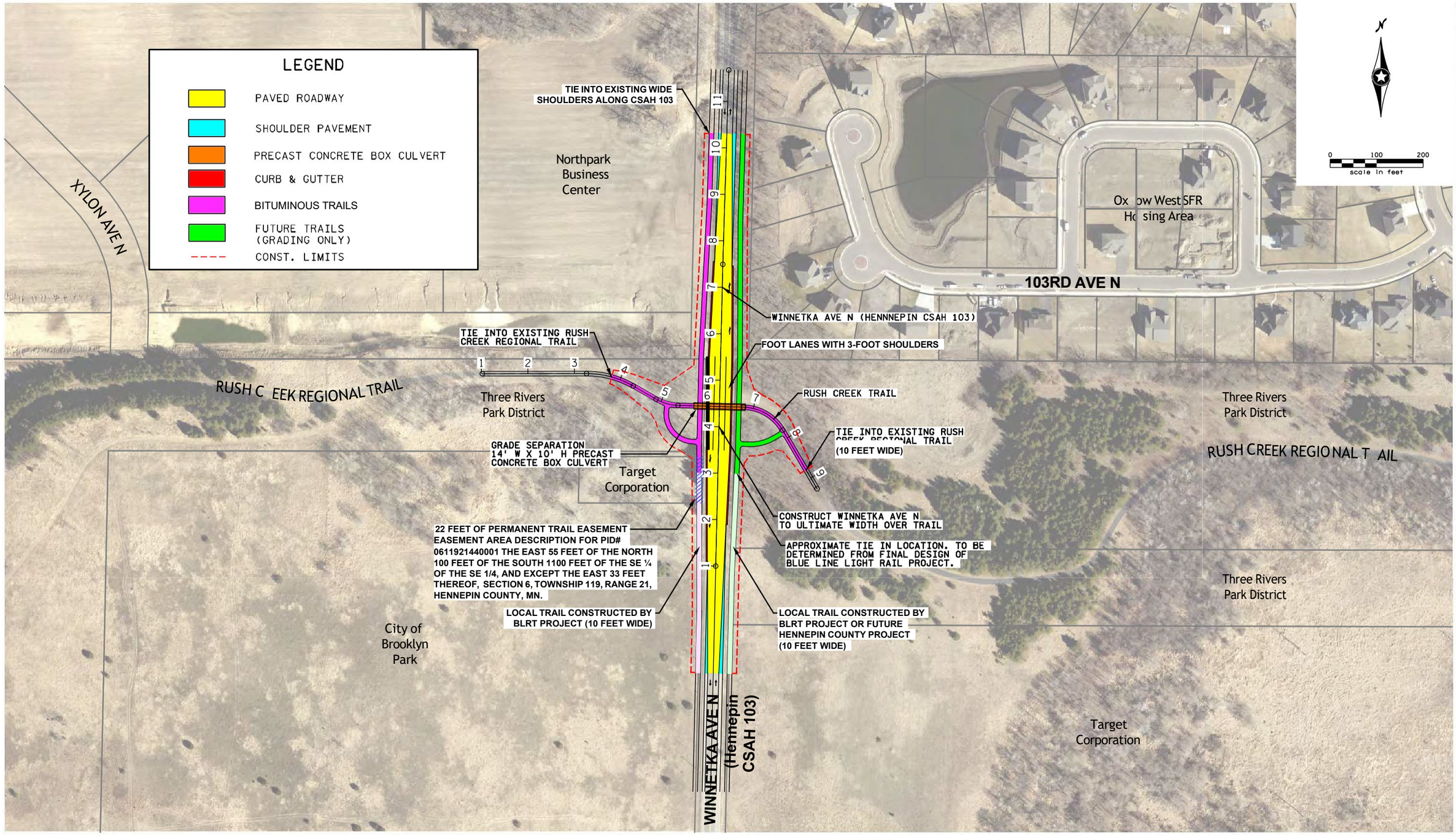


Map Scale = 1: 57,905

4,825 ft 1 in

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

CONCEPTUAL LAYOUT



Projects\8757\CAD_BIM\Graphics\8757_GRAPHIC_Rush Creek Trail_Layout_3_Nov2023.pdf

SRF
8757
12/11/2023

RUSH CREEK TRAIL

RUSH CREEK GRADE SEPARATION PRELIMINARY DESIGN - WINNETKA AVE N

CITY OF BROOKLYN PARK

City of Brooklyn Park
Request for Council Action

Agenda Item:	4.3	**Meeting Date:**	April 22, 2024
Agenda Section:	Consent	**Originating Department:**	Operations and Maintenance
Resolution:	X	**Prepared By:**	Jeff Holstein, City Transportation Engineer
Ordinance:	N/A		
Attachments:	2	**Presented By:**	Dan Ruiz, Director of Operations and Maintenance
Item:	Approve MnDOT Agreement No. 1055158 for Infrastructure Investment and Jobs Act Discretionary Grant Assistance		

City Manager's Proposed Action:

MOTION_____, SECOND_____, TO WAIVE THE READING AND ADOPT RESOLUTION #2024_____ TO APPROVE MNDOT AGREEMENT NO. 1055158 FOR INFRASTRUCTURE INVESTMENT AND JOBS ACT DISCRETIONARY GRANT ASSISTANCE.

Overview:

The federal government approved the Infrastructure Investment and Jobs Act (IIJA) in 2021. The IIJA includes several opportunities for public agencies, including the City of Brooklyn Park, to apply for federal funding for planning assistance and/or infrastructure assistance grants.

A notice of funding opportunity for IIJA Safe Streets for All (SS4A) Planning and Demonstration Grants was recently issued. City staff believe the SS4A Program offers an excellent opportunity for the city to acquire federal funding to help the city fund a comprehensive safety evaluation of all aspects of multi-modal travel within the city and identify potential remedial measures. Several other cities within the Twin Cities Metro Area have already developed a SS4A Plan. Staff requested three consultants to provide the city with cost quotes to prepare a SS4A application. The lowest cost quote was submitted by Bolton and Menk, Inc., (BMI) for $12,000. The city recently retained BMI and they are currently preparing the application.

The Minnesota Department of Transportation (MnDOT) is offering IIJA grant assistance funding to help cities and counties pay for consultants to prepare IIJA grant applications. The City applied for this funding in late 2023 and was awarded a $30,000 grant. The city is required to execute a grant agreement with MnDOT prior to receiving reimbursement from MnDOT for consultant fees associated with grant application preparation. MnDOT has prepared Agreement No. 1055158 to allow the city to be reimbursed for BMI's consultant fee of $12,000 for preparing the SS4A application for a May 16th submittal.

Staff recommend the City Council approve MnDOT Agreement No. 1055158 for Infrastructure Investment and Jobs Act discretionary grant assistance.

Primary Issues / Alternatives to Consider: N/A

Budgetary / Fiscal Issues:

The city should be reimbursed for all costs associated with BMI preparing the SS4A grant application. The total cost to prepare a SS4A Plan for the city is estimated at $400,000. The application will request $320,000 in federal funding to help fund the SS4A Plan. The city would be required to provide a 20 percent match ($80,000). However, MnDOT also has funding available to help cities provide matching funds. The city cannot apply for these funds until we submit the application.

Attachments:

4.3A RESOLUTION
4.3B GRANT AGREEMENT NO. 1055158

RESOLUTION #2024–

APPROVE MNDOT AGREEMENT NO. 1055158 FOR INFRASTRUCTURE INVESTMENT AND JOBS ACT DISCRETIONARY GRANT ASSISTANCE

Terms and Conditions
SAP 110-589-001

WHEREAS, the City of Brooklyn Park has applied to the Commissioner of Transportation for a grant from the State Program for IIJA Assistance; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this project is available; and

WHEREAS, the amount of the grant has been determined to be $12,000.00 by reason of the lowest responsible bid;

NOW THEREFORE, be it resolved that the City of Brooklyn Park does hereby agree to the terms and conditions of the grant consistent with Minnesota Laws 2023, Chapter 68, Article 1, Section 2, Subdivision 5(a), and will pay any additional amount by which the cost exceeds the estimate, and will return any amount appropriated for the project but not required. The proper city officers are authorized to execute Grant Agreement No. 1055158 and any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant.

DEPARTMENT OF TRANSPORTATION

MnDOT Agreement No. 1055158
SP or SAP No. 110-589-001

STATE OF MINNESOTA
FEDERAL TRANSPORTATION GRANTS TECHNICAL ASSISTANCE AND IIJA DISCRETIONARY MATCH GRANT AGREEMENT

This agreement is between the State of Minnesota, acting through its Commissioner of Transportation ("State"), and ("Grantee"):

Public Entity (Grantee) name, address and contact person:
City of Brooklyn Park.
5200 85th Ave N
Brooklyn Park, MN 55443

Contact: JeffHolstein

RECITALS

1. General Funds were appropriated to provide grants for technical assistance to a requesting local unit of government or Tribal government that seeks to submit an application for a federal discretionary grant for a transportation-related purpose in Minnesota Laws 2023, Chapter 68, Article 1, Section 2, Subdivision S(a).
2. General funds were appropriated to make state funded grants to a federal grant recipient in Minnesota Laws 2023, Chapter 68, Article 1, Section 2, Subdivision 5(a).
3. Grantee has been awarded Federal Transportation Grants Technical Assistance or IIJA Discretionary Grant Match funds in session law as noted above.
4. Grantee represents that it is duly qualified and agrees to perform all services described in this agreement to the satisfaction of the State. Pursuant to Minn.Stat.§16B.98, Subd.l, Grantee agrees to minimize administrative costs as a condition of this agreement.

AGREEMENT TERMS

1 **Term of Agreement, Survival of Terms, and Incorporation of Exhibits**

1.1 **Effective Date.** This agreement will be effective on the date the State obtains all required signatures under Minn. Stat.s16B.98, Subd. 5. As required by Minn.Stat.§16B.98 Subd. 7, no payments will be made to Grantee until this agreement is fully executed. Grantee must not begin work under this agreement until this agreement is fully executed and Grantee has been notified by the State's Authorized Representative to begin the work.

1.2 **Expiration Date.** This agreement will expire on **December 31, 2026,** or when all obligations have been satisfactorily fulfilled, whichever occurs first.

1.3 **Survival of Terms.** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this agreement, including, without limitation, the following clauses: 8. Liability; 9. State Audits; 10. Government Data Practices and Intellectual Property; 11. Workers Compensation; 12. Governing Law, Jurisdiction, and Venue; and 14. Data Disclosure.

1.4 **Exhibits.** Exhibit A: Sources and Uses of Funds Schedule; Exhibit B: Grant Application; and Exhibit C: Grantee Resolution Approving Grant Agreement are attached and incorporated into this agreement.

2 **Grantee's Duties**

2.1 Grantee will conduct activities in accordance with its grant application, or in the case of legislatively selected projects, in accordance with the enabling session law, which is attached to this Agreement as Exhibit B.

2.2 Grantee will comply with all required grants management policies and procedures set forth through Minn.Stat.-i16B.97, Subd. 4 (a) (1).

2.3 **Asset Monitoring.** If Grantee uses funds obtained by this agreement to acquire a capital asset, the Grantee is required to use that asset for a public purpose for the normal useful life of the asset. Grantee may not sell or change the purpose of use for the capital asset(s) obtained with grant funds under this agreement without the prior written consent of the State and an agreement executed and approved by the same parties who executed and approved this agreement, or their successors in office.

3 **Time**

3.1 Grantee must comply with all the time requirements described in this agreement. In the performance of this grant agreement, time is of the essence.

4 **Consideration and Payment**

4.1 **Consideration.** The State will pay for all services performed by Grantee under this agreement as follows:

4.1.1 **Compensation.** Grantee will be reimbursed for actual, incurred costs that are eligible under in Minnesota Laws 2023, Chapter 68, Article 1, Section 2, Subdivision 5(a). Grantee shall use this grant solely to reimburse itself for expenditures it has already made to pay for the costs of one or more of the activities listed under section 2.1.

4.1.2 **Sources and Uses of Funds.** Grantee represents to State that the Sources and Uses of Funds Schedule attached as Exhibit A accurately shows the total cost of the project and all of the funds that are available for the completion of the project. Grantee agrees that it will pay for any costs that are ineligible for reimbursement and for any amount by which the costs exceed State's total obligation in section 4.1.3. Grantee will return to State any amount appropriated but not required.

4.1.3 **Total Obligation.** The total obligation of the State for all compensation and reimbursements to Grantee under this agreement will not exceed **$12,000.00.**

4.2 **Payment**

4.2.1 **Invoices.** Grantee will submit state aid pay requests for reimbursements requested under this grant agreement. The State will promptly pay Grantee after Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services.

4.2.2 **All Invoices Subject to Audit.** All invoices are subject to audit, at State's discretion.

4.2.3 **State's Payment Requirements.** State will promptly pay all valid obligations under this agreement as required by Minnesota Statutes §16A.124. State will make undisputed payments no later than 30 days after receiving Grantee's invoices and progress reports for services performed. If an invoice is incorrect, defective or otherwise improper, State will notify Grantee within ten days of discovering the error. After State receives the corrected invoice, State will pay Grantee within 30 days ofreceipt of such invoice.

4.2.4 **Grant Monitoring Visit and Financial Reconciliation.** During the period of performance, the State will make at least annual monitoring visits and conduct annual financial reconciliations of Grantee's expenditures.

4.2.4.1 The State's Authorized Representative will notify Grantee's Authorized Representative where and when any monitoring visit and financial reconciliation will take place, which State employees and/or contractors will participate, and which Grantee staff members should be present. Grantee will be provided with at least seven calendar days of notice prior to any monitoring visit or financial reconciliation.

4.2.4.2 Following a monitoring visit or financial reconciliation, Grantee will take timely and appropriate action on all deficiencies identified by State.

4.2.4.3 At least one monitoring visit and one financial reconciliation must be completed prior to final payment being made to Grantee.

4.2.5 **Unexpended Funds.** The Grantee must promptly return to the State at grant closeout any unexpended funds that have not been accounted for in a financial report submitted to the State.

4.2.6 **Closeout.** The State will determine, at its sole discretion, whether a closeout audit is required prior to final payment approval. If a closeout audit is required, final payment will be held until the audit has been completed. Monitoring of any capital assets acquired with grant funds will continue following grant closeout.

4.3 **Contracting and Bidding Requirements.** If Grantee is a municipality as defined by Minn. Stat. § 471.345, subdivision 1, then Grantee shall comply with the requirements of Minn. Stat.§ 471.345 for all procurement under this Agreement.

5 **Conditions of Payment**

All services provided by Grantee under this agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6 **Authorized Representatives**

6.1 The State's Authorized Representative is:

Marc Briese,
Programs Engineer,
MnDOT State Aid Office
395 John Ireland Boulevard, MS 500
St. Paul, MN 55155
Office: 651-366-3802
marc.briese@state.mn.us

or his/her successor. State's Authorized Representative has the responsibility to monitor Grantee's performance and the authority to accept the services provided under this agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

6.2 Grantee's Authorized Representative is:
Jeff Holstein, City Transportation Engineer, 5200 85th Ave N, Brooklyn Park, MN 55443, 763-493-8102, jeff.holstein@brooklynpark.org If Grantee's Authorized Representative changes at any time during this agreement, Grantee will immediately notify the State.

7 **Assignment Amendments, Waiver, and Grant Agreement Complete**

7.1 **Assignment.** The Grantee may neither assign nor transfer any rights or obligations under this agreement without the prior written consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this agreement, or their successors in office.

7.2 **Amendments.** Any amendments to this agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original agreement, or their successors in office.

7.3 **Waiver.** If the State fails to enforce any provision of this agreement, that failure does not waive the provision or the State's right to subsequently enforce it.

7.4 **Grant Agreement Complete.** This grant agreement contains all negotiations and agreements between the State and Grantee. No other understanding regarding this agreement, whether written or oral, may be used to bind either party.

7.5 **Electronic Records and Signatures.** The parties agree to contract by electronic means. This includes using electronic signatures and converting original documents to electronic records.

7.6 **Certification.** By signing this Agreement, the Grantee certifies that it is not suspended or debarred from receiving federal or state awards.

8 **Liability**

Grantee and State agree that each will be responsible for its own acts and the results thereof to the extent authorized by law, and neither shall be responsible for the acts of the other party and the results thereof. The liability of State is governed by the provisions of Minn. Stat. Sec. 3.736. If Grantee is a "municipality" as that term is used in Minn. Stat. Chapter 466, then the liability of Grantee is governed by the provisions of Chapter 466. Grantee's liability hereunder shall not be limited to the extent of insurance carried by or provided by Grantee, or subject to any exclusion from coverage in any insurance policy.

9 **State Audits**

Under Minn. Stat. § l6B.98, Subd.8, the Grantee's books, records, documents, and accounting procedures and practices of Grantee, or other party relevant to this grant agreement or transaction, are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later. Grantee will take timely and appropriate action on all deficiencies identified by an audit.

10 **Government Date Practices and Intellectual Property Rights**

10.1 **Government Data Practices.** Grantee and State must comply with the Minnesota Government Data Practices

Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this grant agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this agreement. The civil remedies of Minn. Stat. §13.08 apply to the release of the data referred to in this clause by either Grantee or the State.

11 **Workers Compensation**
The Grantee certifies that it is in compliance with Minn. Stat. §176.181. Subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

12 **Governing Law, Jurisdiction, and Venue**
Minnesota law, without regard to its choice-of-law provisions, governs this agreement. Venue for all legal proceedings out of this agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

13 **Termination; Suspension**

13.1 **Termination.** The State or Commissioner of Administration may unilaterally terminate this agreement at any time with or without cause, upon written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

13.2 **Termination for Cause.** The State may immediately terminate this grant agreement if the State finds that there has been a failure to comply with the provisions of this agreement, that reasonable progress has not been made, that fraudulent or wasteful activity has occurred, that Grantee has been convicted of a criminal offense relating to a state grant agreement, or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

13.3 **Termination for Insufficient Funding.** The State may immediately terminate this agreement if:

13.3.1 It does not obtain funding from the Minnesota Legislature; or

13.3.2 If funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State will provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.

13.4 **Suspension.** The State may immediately suspend this agreement in the event of a total or partial government shutdown due to the failure to have an approved budget by the legal deadline. Work performed by the Grantee during a period of suspension will be deemed unauthorized and undertaken at risk of non-payment.

14 **Data Disclosure**
Under Minn. Stat. § 270C.65, Subd. 3, and other applicable law, Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

15 **Fund Use Prohibited.** The Grantee will not utilize any funds received pursuant to this Agreement to compensate, either directly or indirectly, any contractor, corporation, partnership, or business, however organized, which is disqualified or debarred from entering into or receiving a State contract. This restriction applies regardless of whether the disqualified or debarred party acts in the capacity of a general contractor, a subcontractor, or as an equipment or material supplier. This restriction does not prevent the Grantee from utilizing these funds to pay any party who might be disqualified or debarred after the Grantee's contract award on this Project.

16 **Discrimination Prohibited by Minnesota Statutes §181.59.** Grantee will comply with the provisions of Minnesota Statutes §181.59 which requires that every contract for or on behalfof the State of Minnesota, or any county, city, town, township, school, school district or any other district in the state, for materials, supplies or construction will contain provisions by which Contractor agrees: 1) That, in the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no Contractor, material supplier or vendor, will, by reason of race, creed or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates; 2) That no Contractor, material supplier, or vendor, will, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified in clause I of this section, or on being hired, prevent or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed or color; 3) That a violation of this section is a misdemeanor; and 4) That this contract may be canceled or terminated by the state of Minnesota, or any county, city, town, township, school, school district or any other person authorized to grant contracts for employment, and all money due, or to become due under the contract, may be forfeited for a second or any subsequent violation of the terms or conditions of this Agreement.

17 **Limitation.** Under this Agreement, the State is only responsible for receiving and disbursing funds. Nothing in this Agreement will be construed to make the State a principal, co-principal, partner, or joint venturer with respect to the Project(s) covered herein. The State may provide technical advice and assistance as requested by the Grantee, however, the Grantee will remain responsible for providing direction to its contractors and consultants and for administering its contracts with such entities. The Grantee's consultants and contractors are not intended to be third party beneficiaries of this Agreement.

18 **Additional Provisions**

18.1 **Prevailing Wages.** Grantee agrees to comply with all of the applicable provisions contained in Minnesota Statutes Chapter 177, and specifically those provisions contained in Minn. Stat.§. 177.41 through 177.435 as they may be amended or replaced from time to time with respect to the project. By agreeing to this provision, Grantee is not acknowledging or agreeing that the cited provisions apply to the project.

18.2 **E-Verification.** Grantee agrees and acknowledges that it is aware of Minn. Stat.§ 16C.075 regarding e-verification of employment of all newly hired employees to confirm that such employees are legally entitled to work in the United States, and that it will, if and when applicable, fully comply with such order.

18.3 **Telecommunications Certification.** Iffederal funds are included in Exhibit A, by signing this agreement Grantee certifies that, consistent with Section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. 115-232 (Aug. 13, 2018), Grantee does not and will not use any equipment, system, or service that uses "covered telecommunications equipment or services" (as that term is defined in Section 889 of the Act) as a substantial or essential component of any system or as critical technology as part of any system. Grantee will include this certification as a flow down clause in any contract related to this agreement.

18.4 **Title VI/Non-discrimination Assurances.** Grantee agrees to comply with all applicable US DOT Standard Title VI/Non-Discrimination Assurances contained in DOT Order No. 1050.2A, and in particular Appendices A and E, which can be found at: https://edocs-µublic.dot.state.mn.us/edocs_public/DMResultSet/download?docId=11149035. If federal funds are included in Exhibit A, Grantee will ensure the appendices and solicitation language within the assurances are inserted into contracts as required. State may conduct a review of the Grantee's compliance with this provision. The Grantee must cooperate with State throughout the review process by supplying all requested information and documentation to State, making Grantee staff and officials available for meetings as requested, and correcting any areas of non-compliance as determined by State.

18.5 **Use, Maintenance, Repair and Alterations.** The Grantee shall not, without the written consent of the State and the Commissioner, (i) permit or allow the use of any of the property improved with these grants funds (the Real Property) for any purpose other than in onjunction with or for the operation of a county highway, county state-aid highway, town road, or city street and for other uses customarily associated therewith, such as trails and utility corridors , (ii)

substantially alter any of the Real Property except such alterations as may be required by laws, ordinances or regulations, or such other alterations as may improve the Real Property by increasing its value or which improve its ability to be used for the purposes set forth in section (i), (iii) take any action which would unduly impair or depreciate the value of the Real Property, (iv) abandon the Real Property, or (v) commit or permit any act to be done in or on the Real Property in violation of any law, ordinance or regulation.

If the Grantee fails to maintain the Real Property in accordance with this Section, the State may perform whatever acts and expend whatever funds necessary to so maintain the Real Property, and the Grantee irrevocably authorizes the State to enter upon the Real Property to perform such acts as may be necessary to so maintain the Real Property. Any actions taken or funds expended by the State shall be at its sole discretion, and nothing contained herein shall require the State to take any action or incur any expense and the State shall not be responsible, or liable to the Grantee or any other entity, for any such acts that are performed in good faith and not in a negligent manner. Any funds expended by the State pursuant to this Section shall be due and payable on demand by the State and will bear interest from the date of payment by the State at a rate equal to the lesser of the maximum interest rate allowed by law or 18% per year based upon a 365-day year.

[The remainder of this page has intentionally been left blank.]

MnDOT Agreement No. 1055158
SP or SAP No. 110-589-001

GRANTEE
The Grantee certifies that the appropriate person(s) have executed the grant agreement on beha(f of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By:_____

Title:_____

Date:_____ __

B: _____

Title: _____

Date: _____

B: _____

Title: _____

Date: _____

DEPARTMENT OF TRANSPORTATION
Approval and Certifying Encumbrance

By:_____ __
(with delegated authority)

Title: State Aid Programs Manager

Date:_____ __

DEPARTMENT OF TRANSPORTATION
CONTRACT MANAGEMENT

By:_____ __

Date:_____ __

MnDOT Agreement No. 1055158
SP or SAP No. 110-589-001

EXHIBIT A

SOURCES AND USES OF FUNDS SCHEDULE

SOURCES OF FUNDS	
Enti!_y _Suppl).1._ne: Funds	**Amount**
State Funds:	
General Fund Grant	$12,000.00
SAAS Acct 413	
Other:	
	$
	$
	$
Subtotal	$12,000.00
Public Enti!Y Funds:	
Matching Funds	$0.00
Other:	
	$
	$
	$
Subtotal	$0.00
TOTAL FUNDS	$12,000.00

USES OF FUNDS	
Expenses	**Amount**
Items Paid for with	
General Fund Grant	
Funds:	
Consultant Services	$12,000.00
	$
	$
	$
Subtotal	$12,000.00
Items paid for with Non-	
General Fund	
Grant Funds:	
	$0.00
	$
	$
Subtotal	$0.00
TOTAL PROJECT COSTS	$12,000.00

MnDOT Agreement No. 1055158
SP or SAP No. 110-589-001

EXHIBITB

GRANT APPLICATION

Attach the grant application for the project

MnDOT Agreement No. 1055158
SP or SAP No. 110-589-001

EXHIBIT C

GRANTEE RESOLUTION APPROVING GRANT AGREEMENT

City of Brooklyn Park
Request for Council Action

Agenda Item:	4.4	**Meeting Date:**	April 22, 2024
Agenda Section:	Consent Item	**Originating Department:**	Community Development
Resolution:	X	**Prepared By:**	John Kinara, Housing and Redevelopment Coordinator
Ordinance:	SECOND READING		
Attachments:	2	**Presented By:**	Kim Berggren, Director of Community Development
Item:	Consider the Second and Final Reading of the Ordinance Establishing a Local Housing Trust Fund, Authorize Staff to Submit a Request for Proposal for State Matching Funds, and Approving the Allocation of Local Housing Aid to the Local Housing Trust Fund		

City Manager's Proposed Action:

MOTION _____, SECOND _____ TO WAIVE THE READING AND ADOPT ON SECOND READING ORDINANCE #2024-____ ADDING CHAPTER 42 TO THE BROOKLYN PARK CITY CODE, TITLE III, ADMINISTRATION, TO ESTABLISH A LOCAL HOUSING TRUST FUND AND AUTHORIZE STAFF TO SUBMIT A REQUEST FOR PROPOSAL FOR STATE MATCHING FUNDS.

MOTION_____, SECOND_____, TO WAIVE THE READING AND ADOPT RESOLUTION #2024_____ APPROVING THE ALLOCATION OF LOCAL HOUSING AID TO THE LOCAL HOUSING TRUST FUND.

Overview:

On April 8th, 2024, the City Council considered the first reading and approved the establishment of a Local Housing Trust Fund (LHTF.) The purpose of the motions is for the City Council to consider the final reading establishing a Local Housing Trust Fund that would authorize the city to take advantage of matching funds available from the state for housing development for individuals with incomes at or below 115% AMI and create a policy framework to accommodate the local housing aid funds.

Background:

In 2017, Minnesota became the 14th state to pass legislation to formally recognize local trust funds for housing development (Minn. Stat. 462C.16: Housing Trust Funds for Local Housing Development). In July 2021, Minnesota passed the Omnibus Housing Finance bill that includes $1 million over the next fiscal year for state matching grants (to be administered through Minnesota Housing Finance Agency) for Local Housing Trust Funds (LHTF) up to $150,000. A grantee is eligible to receive a grant amount equal to 100 percent of the public revenue committed to the LHTF from any source other than the state or federal government, up to $150,000. Depending on funding availability, the program will also match an amount equal to 50 percent of the public revenue committed to the LHTF from any source other than the state or federal government that is more than $150,000 but not more than $300,000.

In 2023, the Minnesota State Legislature committed another $2 billion in financial resources for housing investments. In one program, the legislature created a fund pool of $11 million specifically designed to provide financial resources to local municipalities that have established a Local Housing Trust Fund. Additionally, the legislature passed a metro area sales tax increase for housing investments, "Local Affordable Housing Aid" and preliminary numbers estimate that about $942,000 annually would be available to the city of Brooklyn Park for certain qualifying projects.

Primary Issues/Alternatives to Consider:

- **What is the purpose of establishing a Local Housing Trust Fund?**

Based on the guidelines provided by Minnesota Housing Partnership, LHTFs are established for the following reasons**.**

- LHTFs serve as local leverage for securing state matching funds for housing programs and developments as well as creating a policy framework for local housing aid funds.
- The most important purpose of a LHTF is its flexibility to respond to local community needs. Communities can identify funds to support their local housing needs and select specific housing priorities to be funded.
- LHTFs provide consistent, dedicated funding for housing – be it market rate, affordable, workforce, or other special housing needs.
- LHTFs serve as an economic multiplier by supporting investments in housing construction and rehabilitation, including redevelopment sites, leading to job creation and increases in the community's property tax base.
- LHTFs help to catalyze revitalization of a community via reinvestment in the existing housing stock.
- LHTFs support public health by increasing housing options for vulnerable populations in the community and improve educational outcomes for children by promoting housing stability.

- **How does the EDA fund its current housing investment programs?**

The Brooklyn Park Economic Development Authority (EDA) currently funds housing and development investments using funding from Community Development Block Grants (federal funds), Housing Set Aside (special state legislation), Tax Increment Financing (TIF), and the General EDA/HRA levy.

- **What are the funding sources of the Local Housing Trust Fund?**

Sources of funding for a Local Housing Trust Fund may include, but are not limited to the following:

- Private cash donations from individuals and corporations designated for the Local Housing Trust Fund.
- Payments in lieu of participation in current or future affordable housing programs, as allowed.
- Matching funds from a federal or state local housing trust fund; or a state program designated to fund an affordable housing trust fund.
- Principal and interest from a Local Housing Trust Fund loan repayments and all other income from Trust Fund activities.
- The sale of real and personal property.
- Federal and state grants, including Community Development Block Grant (CDBG) and American Rescue Plan Act (ARPA) funds.
- Local government appropriations, development fees and other funds as designated from time to time by the City Council.
- Tax Increment Financing (TIF).

- **What are the uses of the Local Housing Trust Fund funds?**

State law allows funds from the Local Housing Trust Fund to be used for:

- Administrative expenses (10% cap)
- Grants, loans, loan guarantees for development, rehabilitation, or financing of housing.
- Matching funds for housing projects; and
- Downpayment assistance, rental assistance, homebuyer counseling.

- **What are the reporting requirements for the Local Housing Trust Fund funds?**

Beginning in 2025, aid recipients must submit a report annually, no later than December 1 of each year, to Minnesota Housing. The report must include documentation of the location of any unspent funds distributed under this section and of qualifying projects completed or planned with funds under this section.

- **What are the income guidelines for the Local Housing Trust Fund Programs?**

Under state law, there are no affordability restrictions for LHTF's. However, the above-mentioned state matching funds do carry affordability restrictions. State match dollars must be spent to benefit households at or below 115% AMI. The Local Affordable Housing Aid funds must be spent to benefit homeownership projects with household incomes at or below 115% AMI or rental projects for households at or below 80% AMI. Local Affordable Housing Aid is paid in two equal installments in the year aid is calculated. The first half is paid on July 20 and the second half on December 26.

- **How will the Local Housing Trust Fund be administered?**

From a practical standpoint, the LHTF functions very similar to how EDA funds have been used for various housing development projects, and staff recommends that the LHTF be administered by the EDA. The EDA, with assistance from the finance department, would include some accounting changes and added restrictions for the specific use of proceeds for that fund.

- **What is the process of establishing the LHTF funded programs or projects?**

In establishing projects and programs to be financed using the Local Housing Trust Fund, the EDA shall to the extent possible:

  - Establish guidelines and criteria for each project or program to be assisted unless the project or program already exists.
  - Establish a timeframe for completing the project or program and the repayment terms to the LHTF, if applicable.
  - Prepare a financing plan for the project or program for review and approval by the Council as may be required by state law.

- **What are the next steps?**

  - Establish guidelines and criteria for each project or program to be funded at a future EDA meeting.
  - Apply for State Matching funds in July and December of 2024.

Budgetary/Fiscal Issues:

If a LHTF is established by Brooklyn Park, the EDA would be eligible to apply for matching state funds of up to $300,000. If no LHTF is established, there is no financial impact. Additionally, the city anticipates receiving an estimated $942,000 from the state of Minnesota in two installments in July 2024 and December 2024. The attached resolution dedicates these dollars to the LHTF. Funds must be spent by December 31 of the fourth year after the aid was received.

To complete the establishment of this fund and matching dollars, the EDA would create a designated accounting fund. This is very similar to what has been done with the EDA Housing Set Aside funds.

Attachments:

4.4A ORDINANCE
4.4B RESOLUTION

ORDINANCE NO. _____

AN ORDINANCE ADDING CHAPTER 42 TO THE BROOKLYN PARK CITY CODE, TITLE III, ADMINISTRATION, TO ESTABLISH A LOCAL HOUSING TRUST FUND

The City of Brooklyn Park does ordain:

Section 1. The Brooklyn Park City Code, Title III, ADMINISTRATION, is amended to add Chapter 42, Local Housing Trust Fund to read:

§ 42.01 Establishment.

Pursuant to the authority granted to the city under Minnesota Statutes, Section 462C.16, a Local Housing Trust Fund is established to support the development, rehabilitation, or financing of housing, support housing projects, to provide down payment assistance, rental assistance, and home buyer counseling services, and for any other purposes authorized by law.

§ 42.02 Funding sources.

Pursuant to Minnesota Statutes, Section 462C.16, subd. 4, and as determined by the city council, the Local Housing Trust Fund may be funded from multiple sources, which may include, but are not limited to the following:

(a) Budgeted allocation of funds from the city's Economic Development Authority (EDA) or Housing and Redevelopment Authority levy as approved by the Economic Development Authority and the city council.

(b) Private cash donations from individuals, organizations, and businesses designated for the Local Housing Trust Fund.

(c) Grants and loans from a federal, state, or local government or other private sources.

(d) Bond proceeds.

(e) Payments in lieu of participation in current or future affordable housing programs.

(f) Matching funds from a federal or state Local Housing Trust Fund; or a state program designated to fund a Local Housing Trust Fund.

(g) Principal and interest from Local Housing Trust Fund loan repayments and all other income from Local Housing Trust Fund activities, including but not limited to investment earnings.

(h) The sale of real and personal property as approved and as designated by the city council.

(i) Local government appropriations, development fees and other funds as designated from time to time by the city council.

(j) Tax Increment Finance (TIF) pooled funds.

(k) Other sources of funding approved by the city council.

§ 42.03 Use of funds.

Pursuant to Minnesota Statutes, Section 462C.16, subd. 3, funds in the Local Housing Trust Fund may only be used for the following:

(a) Making grants, loans, and loan guarantees for the development, rehabilitation, or financing of housing.

(b) Matching other funds from federal, state, or private resources for housing projects.

(c) Providing down payment assistance, rental assistance, and home buyer counseling services.

(d) Payment of administrative expenses of the Local Housing Trust Fund in the maximum amount of ten percent of the balance of the Local Housing Trust Fund.

(e) Financing the acquisition, demolition, and disposition of property for housing projects.

(f) Financing construction of public improvements and utilities to aid proposed residential developments.

(g) Financing the rehabilitation, remodeling, or new construction of housing.

(h) Interim financing of public costs for housing projects in anticipation of a permanent financing source (i.e., construction financing, bond sale, etc.)

(i) Other uses as permitted by law and approved by the city council.

§ 42.04 Administration of Local Housing Trust Fund.

(a) The Economic Development Authority in and for the City of Brooklyn Park (the “EDA”) shall administer the Local Housing Trust Fund on behalf of the city.

(b) Terms and Conditions of Repayment. The EDA shall determine the terms and conditions of repayment of loans and grants from the Local Housing Trust Fund, including but not limited to, the appropriate security and interest, if any, should repayment be required. Interest on loans and grants shall be as established by the EDA from time to time or at the time of approval of a specific project or program.

(c) Annual Report. The EDA shall report annually to the city on the use of the Local Housing Trust Fund, including the number of loans and grants made, the number and types of residential units assisted, and the number of households provided rental assistance and down payment assistance.

This Ordinance shall take effect thirty days after its publication.

Adopted by the City Council of the City of Brooklyn Park, Minnesota, this ____ day of _____ 2024.

ATTEST:

_____ _____

City Clerk Mayor

RESOLUTION #2024-

RESOLUTION APPROVING THE ALLOCATION OF LOCAL HOUSING AID TO THE LOCAL HOUSING TRUST FUND.

WHEREAS, Minn. Stat. § 297A.9925 imposes a metropolitan regional sales and use tax at a rate of .25 percent on retail sales made in the metropolitan counties or to a destination in the metropolitan counties; and

WHEREAS, 25% of the revenue from such tax is to be distributed to the metropolitan city aid account in the housing assistance fund under Minn. Stat. § 477A.37 (the "Local Housing Aid") and

WHEREAS, local housing aid is to be appropriated to cities under Minn. Stat. § 477A.35; and

WHEREAS, local housing aid must be spent on "qualifying projects" by December 31, in the third year following receipt of the aid, but is considered spent on a qualifying project if the city demonstrates that it cannot spend the aid as required by Minn. Stat. § 477.35, subd. 4 by the deadline due to factors outside its control and that the funds have been transferred into a local housing trust fund; and

WHEREAS, the city of Brooklyn Park has established a local housing trust fund; and

WHEREAS, the city of Brooklyn Park will receive annual allocations of local housing aid; and

WHEREAS, the city of Brooklyn Park wishes to designate its local housing aid as a dedicated source of funds for the local housing trust fund;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Brooklyn Park directs that local housing aid, upon receipt, be directly deposited into the local housing trust fund to be used according to the requirements of Minn. Stat. § 477A.35; and be it

BE IT FURTHER RESOLVED, that the City Council further directs that, beginning in 2025, the EDA submit an annual report, no later than December 1 of each year, to the Minnesota Housing Finance Agency including all required documentation related to the expenditure of local housing aid; and be it

BE IT FINALLY RESOLVED, that the City Council directs that the EDA perform all other necessary tasks to administer the local housing aid and comply with the requirements of the Minnesota Housing Finance Agency.

City of Brooklyn Park
Request for Council Action

Agenda Item:	4.5	**Meeting Date:**	April 22, 2024
Agenda Section:	Consent	**Originating Department:**	Administration
Resolution:	X	**Prepared By:**	Mike Freske, Employment Attorney
Ordinance:	N/A		
Attachments:	1	**Presented By:**	Jay Stroebel, City Manager
Item:	Approval of the 2024-2025 Collective Bargaining Agreement with the Law Enforcement Labor Services Union, Local 429		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION #2024-_____ APPROVING STAFF TO ENTER INTO THE 2024-2025 AGREEMENT WITH THE LAW ENFORCEMENT LABOR SERVICES UNION, LOCAL 429.

Overview:

City staff and union representatives from the Law Enforcement Labor Services Union, Local 429, 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 April 22, 2024 Council meeting. Union membership voted to approve the agreement on March 21, 2024.

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues:

Funds are available in the 2024 general fund budget.

Attachments:

4.5A RESOLUTION

RESOLUTION #2024-

RESOLUTION APPROVING STAFF TO ENTER INTO THE 2024-2025 AGREEMENT WITH THE LAW ENFORCEMENT LABOR SERVICES UNION, LOCAL 429

WHEREAS, the City of Brooklyn Park has reached a negotiated agreement with the Law Enforcement Labor Services Union, Local No. 429 (Police Supervisors); 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 Law Enforcement Labor Services Union, Local No. 429 (Police Supervisors) 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

Agenda Item:	4.6	**Meeting Date:**	April 22, 2024
Agenda Section:	Consent	**Originating Department:**	Community Development
Resolution:	X	**Prepared By:**	Erin McDermott, Associate Planner
Ordinance:	N/A		
Attachments:	5	**Presented By:**	Paul Mogush, Planning Director
Item:	Maranatha Christian Academy – Planning Case #24-103 Site Plan Review for the Removal of a Portion of the Existing Parking Lot		

City Manager's Proposed Action:

MOTION _____, SECOND _____ , TO WAIVE THE READING AND ADOPT RESOLUTION 2024- ___ FOR THE APPROVAL OF SITE PLAN REVIEW FOR THE REMOVAL OF A PORTION OF THE EXISTING PARKING LOT AT 9201 75TH AVENUE.

Overview:

Planning Commission:

The Planning Commission held a public hearing for this request at the April 10, 2024 Planning Commission Regular Meeting. No members of the public came to speak on this matter. The Planning Commission voted unanimously (6-0) to recommend the approval of the resolution as proposed.

Summary:

The applicant is seeking to remove the southern portion of the existing parking lot at 9201 75th Avenue to restore this area to greenspace. The removal of the parking lot and re-establishment of grass in this area will expand outdoor space to be used by students as well as patrons to other uses within the building.

Land Use Plan	Institutional
Current Zoning	PI – Public Institution
Proposed Zoning	No proposed change
Site Area	18.2 acres
Conforms to:	
Land Use Plan	Yes
Zoning Code	Yes
Subdivision Ordinance	Yes
Notification	Legal notice was published in the Sun Post, 18 Notices were mailed to properties within 500 feet, Proposed Development Sign was placed on the property, A Neighborhood email was sent to the Shingle Creek neighborhood.
60- and 120- Days (§15.99)	May 5, 2024; July 4, 2024

Previous Approvals:

In 1991 a CUP was approved for a place of worship, which expired as required conditions were not met. In 1994 the property owner resubmitted the application proposed in 1991. Due to a change in ordinance, additional conditions were imposed, and a parking variance was necessary for the approval of the CUP. As part of Planning Case 11-133, the site was replatted to absorb and rezone 5 residential properties with frontage on Mendelssohn Avenue, as well as to grant a variance to allow for an additional monument sign along Mendelssohn Avenue.

Current Conditions:

This site contains a 276,537 square foot structure that is occupied by the applicant, Marantha Academy, as well as the property owner, Living Word Christian Center. The existing parking lot abuts the structure, with additional parking area connecting the site to 73rd Avenue.

Land Use/Zoning (and Overlay):

This property is zoned PI – Public Institution and is guided Institutional by the 2040 Comprehensive Plan. The proposed change of intensity from parking to greenspace are permitted within the PI zoning district, as both are accessory uses to the principal use of religious institution and private school. Development in the PI zoning district is required to follow all B3 – General Business development standards, which include the standards for lighting, pedestrian circulation, parking, screening, landscaping and architectural standards as addressed below.

Proposed Development:

The applicant is proposing the removal of 136 parking spaces, approximately 48,400 square feet of paved surface, for the establishment of a grass playfield for the school's use.

Site Plan Review:

Site plans must be reviewed against the evaluation criteria required by the Code (§ 152.033).

Lighting:

The lighting of the parking lot proposed to remain for the site is consistent with code requirements. With the removal of the proposed parking area, all associated lighting will be removed.

Pedestrian Circulation:

The pedestrian circulation existing on site meets the zoning requirements. Section 152.132 states that sidewalks must be provided within all developments except single- or two- family residential in locations that provide convenient, safe pedestrian access as determined by the city between principal uses and must be as direct as possible to minimize distance and other impediments to walking. This site is served by sidewalk on the eastern property line, which connect internally for safe access to the structure. There is existing striping from the sidewalks abutting the structure to the greenspace to allow for safe access for school use.

Parking:

After the removal of the proposed 136 parking spaces, this request maintains 699 parking spaces on-site. The use-based parking calculations require a total of 1,522 parking spaces. The applicant provided a parking analysis, which can be reviewed in Attachment C. This proposal includes potential agreements with other property owners within the city totaling 1,086 additional spaces, for an overall total of 1,785 parking spaces. Prior to the removal as proposed, a condition of approval is furnishing the City with copies of legal agreements with all property owners to ensure adequate parking to this site. This is in line with the original CUP approvals

of this site.

Enclosures and Screening:

There is no additional development proposed. No additional screening is required.

Landscaping:

This proposal includes the replacement of the parking lot to be removed with the restoration of grass in that area. This change does not require any additional landscaping to be provided.

Architectural Standards:

There is no proposed change to structures on this property.

Roadways:

This site has access points on 75th Avenue, Northland Drive, and 73rd Avenue. This proposal will remove the access on 73rd Avenue. Staff review determined that is adequate access for this property.

Grading and Drainage:

The removal of the paved area requires a grading permit, at which time grading and drainage will be reviewed by the Engineering Division to ensure consistency with City, State and Watershed requirements.

Utilities:

The removal of paved surface will not impact utilities on this site, as there will be no changes to the structure.

The required findings of § 152.033 have been addressed and Staff recommends approval of the Site Plan Review.

Conditions of Approval:

Staff recommends the adoption of this resolution subject to the following conditions as listed in Section 5 of the resolution:

5.01. Copies of all parking agreements with other property owners within the City to meet the minimum number of parking spaces (1,332) as required by Conditional Use Permit 1994-0203 must be provided to the City prior to beginning the removal of the parking lot.

Primary Issues/Alternatives to Consider:

1. Recommend approval of the site plan as presented.
2. Recommend approval of the site plan with modifications.
3. Recommend denial of the proposal based on certain findings.

Budgetary/Fiscal Issues:

There are no budgetary or fiscal impacts anticipated by this application.

Attachments:

4.6A SITE PLAN RESOLUTION
4.6B PLANNING COMMISSION MINUTES
4.6C LOCATION MAP

4.6D APPLICANT SUBMISSION
4.6E PLAN SET

RESOLUTION #2024-

RESOLUTION FOR THE APPROVAL OF SITE PLAN REVIEW FOR THE REMOVAL OF A PORTION OF THE EXISTING PARKING LOT AT 9201 75TH AVENUE.

WHEREAS, an application has been made by Marantha Christian Academy for a Site Plan Review under the provisions of the City Code on properties legally described as:

Lot 1, Block 1 of Clearview Division, Hennepin County, Minnesota

WHEREAS, the zoning of the property is PI – Public Institution –in which parking lots are an accessory use; and

WHEREAS, the effect of the proposed use upon the health, safety, and welfare of surrounding lands, existing and anticipated traffic conditions, and its effect on the neighborhood have been considered; and

WHEREAS, the matter has been referred to the Planning Commission who held the public hearing on April 10, 2024.

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

The Site Plan Review for the removal of a portion of the existing parking lot is hereby approved with the following conditions:

1.00 DRAWINGS

1.01 Site, landscaping, and grading plans for the property on file in the City Clerk's office dated February 2, 2024 are approved, subject to conditions listed below.

2.00 BONDS, ESCROWS AND DIRECT PAYMENTS

2.01 A Development Contract and bonding shall be required as a development bond or letter of credit in the amount of **$252,800.00**, a cash bond in the amount of **$13,300.00**, and a developer's escrow in the amount of **$7,900.00** as required by Chapter 152. The developer's escrow must be posted with the City to cover engineering, legal and administrative costs incurred by the City. If this account becomes deficient, it shall be the developer's responsibility to deposit additional funds. This must be done before final bonding obligations are complete.

3.00 REQUIRED DOCUMENTS

3.01 All utility construction, drainage, grading and development plans must be approved by the City Engineer prior to receiving a building permit.

4.00 GENERAL CONDITIONS

4.01 It shall be the developer's responsibility to keep active and up to date the developer's contract and financial surety (Letter of Credit, bonds, etc.). These documents must remain active until the developer has been released from any further obligation by City Council motion received in writing from the Engineering Department.

4.02 Before final bonding obligations are released, a certificate signed by a registered engineer must be provided. This certificate will state that all final lot and building grades are in conformance to drainage development plan(s) approved by the City Engineer.

4.03 No burying of construction debris shall be permitted on the site.

4.04 Dust control and erosion measures must be in place to prevent for dust and erosion including, but not limited to, daily watering, silt fences, and seeding. The City Engineer may impose measures to reduce dust and run-off.

4.05 Adequate dumpsters must be on site during construction. When full, they must be emptied immediately or replaced with an empty dumpster.

4.06 Signs must conform to the requirements of Chapter 150. The sign plans will be approved by staff to verify code compliance at time of building permit.

5.00 CONDITIONS

5.01. Copies of all parking agreements with other property owners within the City to meet the minimum number of parking spaces (1,332) as required by Conditional Use Permit 1994-0203 must be provided to the City prior to beginning the removal of the parking lot.

UNAPPROVED MINUTES

MINUTES OF THE BROOKLYN PARK PLANNING COMMISSION
Regular Meeting – APRIL 10, 2024

6. PUBLIC HEARING

A. Planning Case #24-103 (Maranatha Christian Academy) – Site Plan Review at 9201 75th Avenue

Associate Planner McDermott introduced the application for a site plan review from Maranatha Christian Academy. They provided an overview of the request which would remove a portion of the parking lot to create additional greenspace for students. They provided information on the site and adjacent uses and identified the portion of pavement proposed for removal. They stated that the applicant has asked that condition 5.01 be modified from 1,522 to 1,322 parking spaces as it is not anticipated that both the school and religious institution would ever operate all full capacity simultaneously. They stated that staff believes that to be a reasonable request and recommends approval with that revised condition.

The applicant was present should there be any questions.

Commission Chair Cavin opened the public hearing.

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

Commission Chair Cavin asked for staff to identify the area of the parking lot that would be converted to greenspace.

Associate Planner McDermott identified the area that would transition to greenspace.

Commissioner Wako asked for clarification on the total number of parking spaces.

Associate Planner McDermott stated that there will be a total of 669 spaces along with the parking agreements for shared parking that exists between the adjacent uses. They noted that would make up for the removed spaces and staff does not have any concerns. They stated that there have been no issues with parking on this site.

Commissioner Arah referenced the parking spaces that will be removed to create greenspace. He noted the church and school, which are separate organizations, and asked how there would be sufficient parking if both uses were to hold events on the same day.

Associate Planner McDermott confirmed that was a scenario reviewed by staff and the traffic engineers. They noted that church events are typically held outside of typical business hours and therefore many businesses agree to allow shared parking outside of business hours. They noted that the school and church work closely together to plan events. They stated that parking counts were recorded from last year in preparation for this request to show that there would not be an issue.

Commission Chair Cavin commented that Maranatha is one of the brightest gems in the community and turns out excellent students.

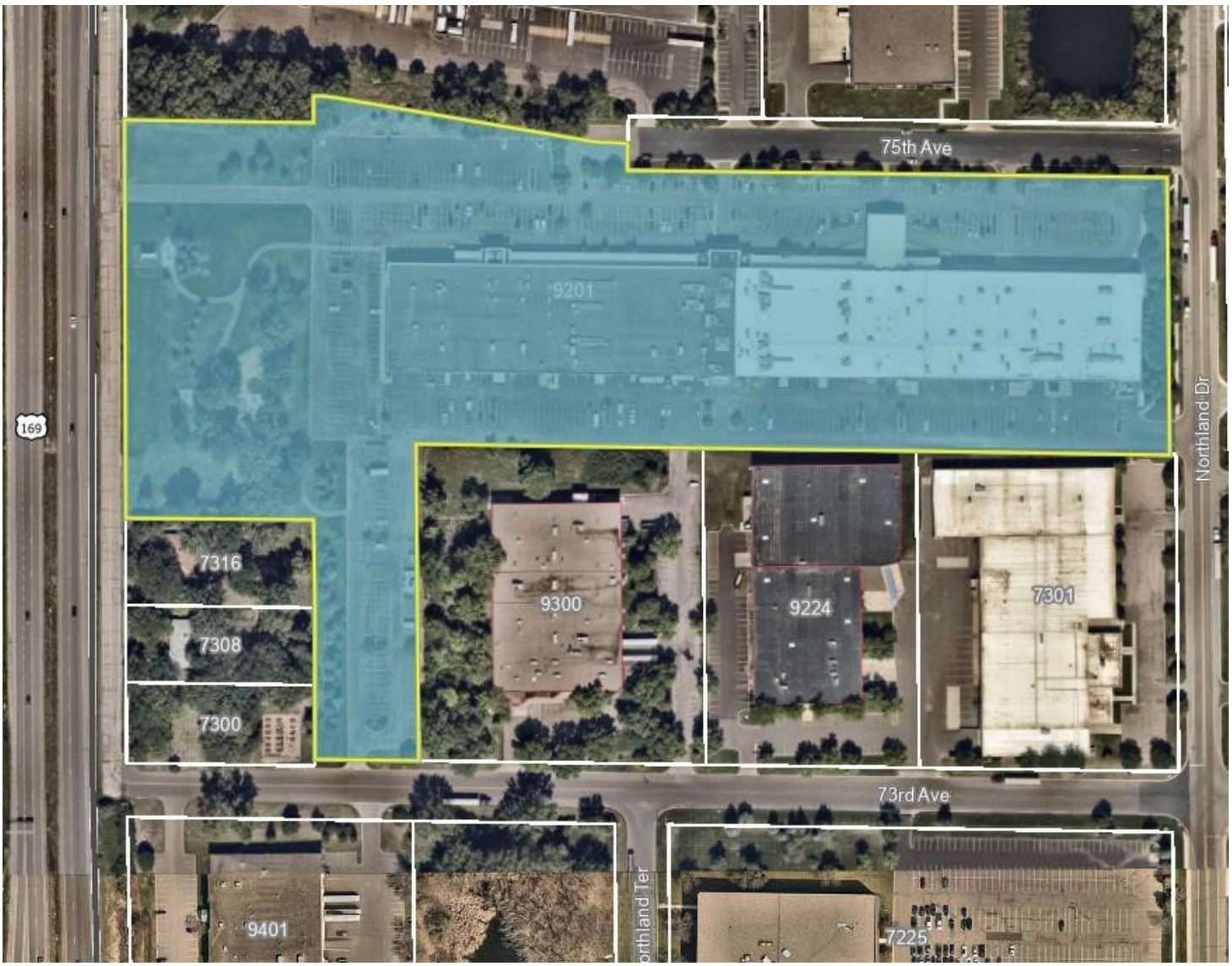
Commissioner Udomah asked for more information on how the greenspace will be used.

Associate Planner McDermott replied that the space will be sodded, and that area will be used for play and learning.

MOTION WAKO, SECOND UDOMAH, TO RECOMMEND APPROVAL OF SITE PLAN REVIEW FOR THE REMOVAL OF A PORTION OF THE EXISTING PARKING LOT AT 9201 75TH AVENUE, SUBJECT TO CONDITIONS IN THE DRAFT RESOLUTION AS REVISED.

MOTION CARRIED UNANIMOUSLY.

Planning Director Mogush stated the public hearing item is scheduled to be reviewed at the City Council meeting on April 22, 2024.



Site Plan Review
Case #24-103 – Maranatha Christian Academy
Area of Request (August 2023 Air Photo)
9201 75th Ave N

Brooklyn Park



Living Word Christian Center (LWCC) & Maranatha Christian Academy (MCA)

Parking Requirements per Zoning Code Section 152.142.02

Figure 152.142.02 Minimum Required Parking Spaces for Assembly, Institutional and Community Uses	
Use	**Minimum Number of Spaces Required**

Figure 152.142.02 Minimum Required Parking Spaces for Assembly, Institutional and Community Uses

Use	**Minimum Number of Spaces Required**
Athletic Facilities, Amphitheaters, Stadiums	1 space for each 4 seats (one seat equals 22 inches of pew or bench space) of design capacity and/or 10 seats for each field and/or 20 seats for each ball diamond. A percentage of the parking may be provided in grass lots provided those lots are used not more than 5 times per year.
Cemeteries	1 space for each full-time employee
Religious institutions, clubs, mortuaries, and assembly, banquet, or convention halls	1 space for each 2.5 seats (one seat equals 22 inches of pew or bench space) based on the design capacity in the main assembly area, plus parking figured separately for additional gymnasiums, banquet rooms, meeting rooms, offices, and other multi-use spaces
Schools-Elementary and Junior High	1 space for each classroom plus 1 for each 100 students of design capacity
Schools-High School, College, Trade, etc.	1 space for each 5 students of design capacity, plus 1 space for every classroom
Social Clubs	1 space per each person based on the maximum occupancy allowed by the fire code

LWCC & MCA USES:

- RELIGIOUS INSTITUTIONS: The Living Work Christian Center (LWCC) sanctuary maximum seating capacity — 2767 seats
  - 2767/2.5 = 1,106.8 parking spaces -> = 1,107 parking spaces

- ATHLETIC FACILITIES: MCA Gymnasium(s) typical event seating capacity — 637 seats
  - 637/4 = 159.25 parking spaces -> = 160 parking spaces
    - 16 Row bleachers, End bleachers sections (2 in total) are 109.5'' in length each with the middle bleacher sections at 219'' in length each (3 in total) [Total length of bleachers: 14,016"/22" = 637 seats]
    - Gymnasium occasional larger event potential use rated at maximum 1100 occupied capacity. (1100/4 = 225 parking spaces)

- LWCC Sanctuary & MCA Typical Gymnasium Use = ± 1,267 parking spaces (1107 + 160)
- LWCC Sanctuary & MCA Gymnasium Max Event Capacity = ± 1,332 parking spaces (1107 + 225)

- SCHOOLS: Elementary & Middle (Junior High) School Student Design Capacity (k-8):
  - Required Parking = 27 + 61 = 88 spaces
    - Classrooms and/or any specialty rooms. — 27 classrooms (including specialty)
    - Current total and maximum total of students — Currently, 543 with a design capacity of 610 -> (610/100 = 61)

- SCHOOLS: High School Student Design Capacity (9-12):
  - Required Parking = 36 + 60 = 96 spaces
    - Classrooms and/or any specialty rooms. 36 rooms (including specialty)
    - Current total and maximum total of students — Currently 270 with a design capacity of 300 -> (300/5 = 60)

- UNDEFINED – SCHOOLS: Pre-K/Early Childhood Student Design Capacity:
  - Required Parking = 3 rooms x 2 staff/room = 6 spaces
    - Classrooms and/or any specialty rooms — 3 classrooms (including specialty)
    - Current total and maximum total of students — Currently, 59 students with a design capacity of 60
    - Staff per room—2 adults per classroom

- School Year Monday – Friday Daily Parking Use = ± 190 parking spaces (88 + 96 + 6)

LWCC & MCA Remaining Parking Spaces Available After South Parking Lot is Removed = 699 Spaces

- **Memorandum of Understanding Regarding Parking:**

  - LWCC/MCA has canvassed a few of the surrounding property owners for access to neighboring parking facilities for LWCC/MCA large event overflow parking use.
    - *See enclosed* "Memorandum of Understanding Regarding Parking" agreements.
      - Pending signature anticipated prior to Planning Commission Meeting.
    - As of 02/09/2024 LWCC/MCA has secured 100 + offsite/overflow parking usage.

  - LWCC/MCA is continuing to canvas the surrounding property owners for access to neighboring parking facilities for LWCC/MCA large event overflow parking use.
    - Additional Memorandum of Understanding Regarding Parking with surrounding property owners anticipated prior to Planning Commission Meeting.

- **Site Use Attendance & Hours of Operation:**
  - Living Word Christian Center Services: (See enclosed 2023 Attendance Records)
    - Wednesday – 7:00 pm
    - Saturday - 5:30 pm
    - Sunday - 9:00 am & 11:00 am
  - LWCC work week employees = 145 full time & 50 part time
  - LWCC Sunday Service Employee/Volunteers = ± 100

  - Maranatha Christian Academy School Year:
    - August – May (M-F) – 8:00 am to 3:15 pm
    - Staff = 145 during school year – less during summer months

Memorandum of Understanding Regarding Parking

Parties:

- Living Word Christian Center/Maranatha Christian Academy: A Minnesota non-profit, religious organization located at 9201 75th Ave N. Brooklyn Park, MN 55428.
- Qualus: A Minnesota corporation located at 9200 75th Ave N Suite 100 Brooklyn Park, MN 55428.

Purpose:

- This Memorandum of Understanding ("MOU") outlines the mutual agreement between Living Word Christian Center/Maranatha Christian Academy and Qualus concerning the use of parking spaces at Qualus's property located at 9200 75th Ave N Suite 100 Brooklyn Park, MN 55428.

Terms:

- Number of Spaces: Qualus agrees to make approximately 30 parking spaces available for use by Living Word congregants. The specific location of these spaces have been mutually agreed upon and are documented in an addendum to this MOU.
- Advance Notice: Living Word/Maranatha Christian Academy agrees to provide Qualus with at least 72 hours prior written notice of any anticipated need for use of their parking spaces.
- Use of Spaces: The parking spaces are for the sole purpose of additional parking for Living Word/Maranatha Christian Academy personnel congregants and guests during weekend church services or special church events that do not interfere with standard 9am-5pm Monday through Friday business hours. Subletting or assigning spaces is strictly prohibited without Qualus's written consent.
- Compliance with Rules: Living Word/Maranatha Christian Academy is responsible for ensuring its staff, volunteers, and guests comply with all Qualus parking regulations and property rules.
- Term and Termination: This MOU is effective immediately and will continue indefinitely unless terminated by either party upon 30 days' written notice. Qualus reserves the right to terminate this agreement immediately if Living Word violates any terms or poses a safety or security risk.
- Dispute Resolution: Any disputes arising from this MOU will be resolved through good faith negotiation. If an agreement cannot be reached, the dispute will be submitted to binding arbitration in accordance with the rules of the American Arbitration Association.

Additional Considerations:

- A diagram depicting the location of the allocated parking spaces will be attached as an addendum to this MOU.
- This MOU does not constitute a formal lease agreement and does not confer any exclusive rights to the parking spaces.
- Both parties agree to act in a cooperative and respectful manner throughout the duration of this MOU.

Signatures:
This MOU is effective as of the date first written below.

Living Word Christian Center
By: Rick Bruce
Title: Chief Financial Officer - LWCC

Signature: _____

Date: _____

Rbruce@lwcc.org
763-315-7000

Qualus
By: Jim Neilsen
Title: Area Manager, Operations – Midwest

Signature: _____

Date: _____

Maranatha Christian Academy
By: John Szwaja
Title: Chief Business and Operations Officer - MCA

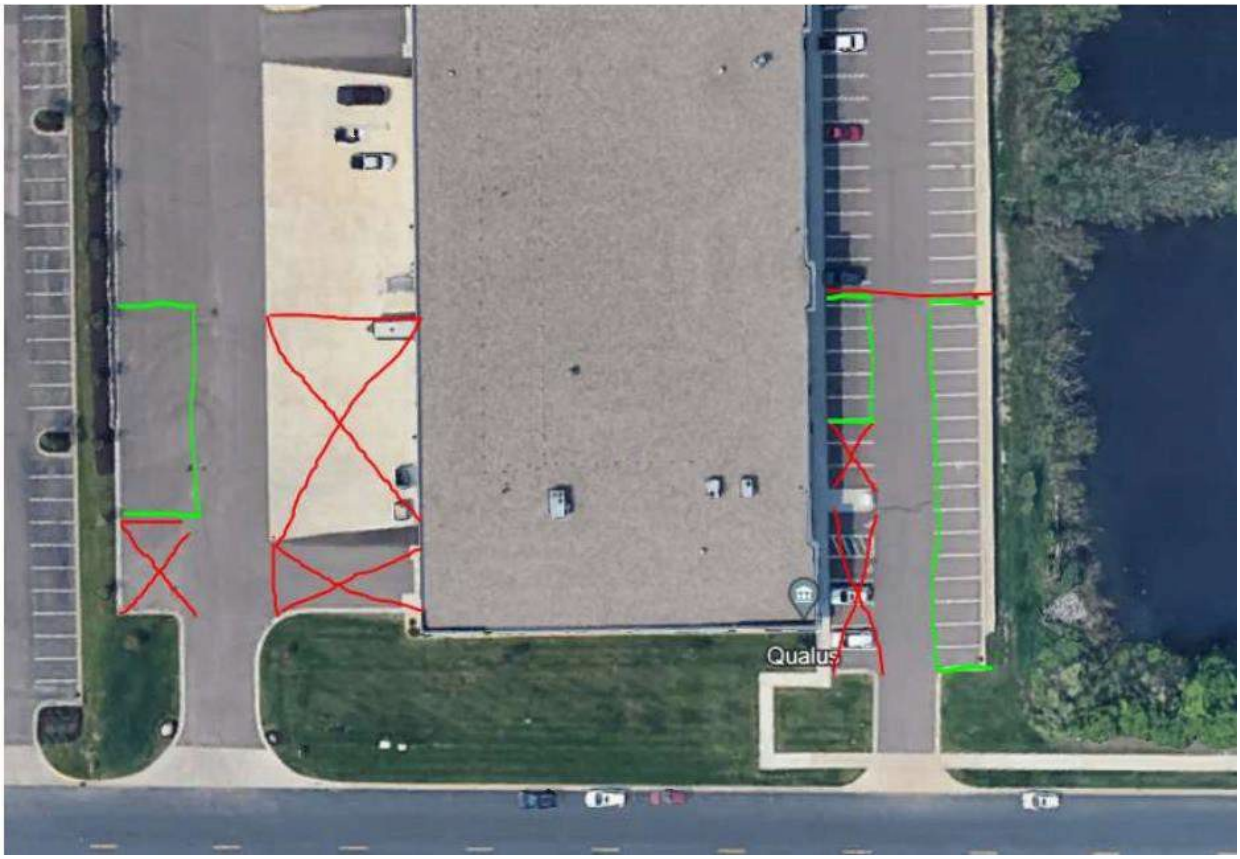
Signature: _____

Date: 2-16-2024

John.szwaja@mcamustangs.org
763-315-7904

Addendum

Parking Space Location Diagram


Qualus

Memorandum of Understanding Regarding Parking

Parties:

- Living Word Christian Center/Maranatha Christian Academy: A Minnesota non-profit, religious organization located at 9201 75th Ave N. Brooklyn Park, MN 55428.
- Nystrom Building Products: A Minnesota corporation located at 9300 73rd Ave N. Brooklyn Park, MN 55428.

Purpose:

- This Memorandum of Understanding ("MOU") outlines the mutual agreement between Living Word Christian Center/Maranatha Christian Academy and Nystrom Building Products concerning the use of parking spaces at the property located at 7500 Mendelsohn Ave N. Brooklyn Park, MN 55428.

Terms:

- Number of Spaces: Nystrom Building Products agrees to make approximately 75 parking spaces available for use by Living Word congregants. The specific location of these spaces have been mutually agreed upon and are documented in addendum A to this MOU.
- Number of Spaces: Living Word Christian Center/Maranatha Christian Academy agrees to make approximately 30 parking spaces available for Nystrom Building Products employees to use Monday-Friday from 7:30AM - 5:00PM. The specific location of these spaces have been mutually agreed upon and are documented in addendum B to this MOU.
- Advance Notice: Living Word/Maranatha Christian Academy agrees to provide Nystrom Building Products with at least 72 hours prior written notice of any anticipated need for use of their parking spaces.
- Use of Spaces: The parking spaces are for the sole purpose of additional parking for Living Word/Maranatha Christian Academy personnel congregants and guests during weekend church services or special church events that do not interfere with standard 9am-5pm Monday through Friday business hours. Subletting or assigning spaces is strictly prohibited without Nystrom Building Products written consent.
- Compliance with Rules: Living Word/Maranatha Christian Academy is responsible for ensuring its staff, volunteers, and guests comply with all Nystrom Building Products parking regulations and property rules.
- Term and Termination: This MOU is effective immediately and will continue indefinitely unless terminated by either party upon 30 days' written notice. Nystrom Building Products reserves the right to terminate this agreement immediately if Living Word violates any terms or poses a safety or security risk.
- Dispute Resolution: Any disputes arising from this MOU will be resolved through good faith negotiation. If an agreement cannot be reached, the dispute will be submitted to binding arbitration in accordance with the rules of the American Arbitration Association.

Additional Considerations:

- A diagram depicting the location of the allocated parking spaces will be attached as an addendum to this MOU.
- This MOU does not constitute a formal lease agreement and does not confer any exclusive rights to the parking spaces.
- Both parties agree to act in a cooperative and respectful manner throughout the duration of this MOU.

Signatures:

This MOU is effective as of the date first written below.

Living Word Christian Center
By: Rick Bruce
Title: Chief Financial Officer - LWCC

Signature: _____

Date: _____

Rbruce@lwcc.org
763-315-7000

Nystrom Building Products
By:
Title:

Signature: _____

Date: _____

Maranatha Christian Academy
By: John Szwaja
Title: Chief Business and Operations Officer - MCA

Signature: _____

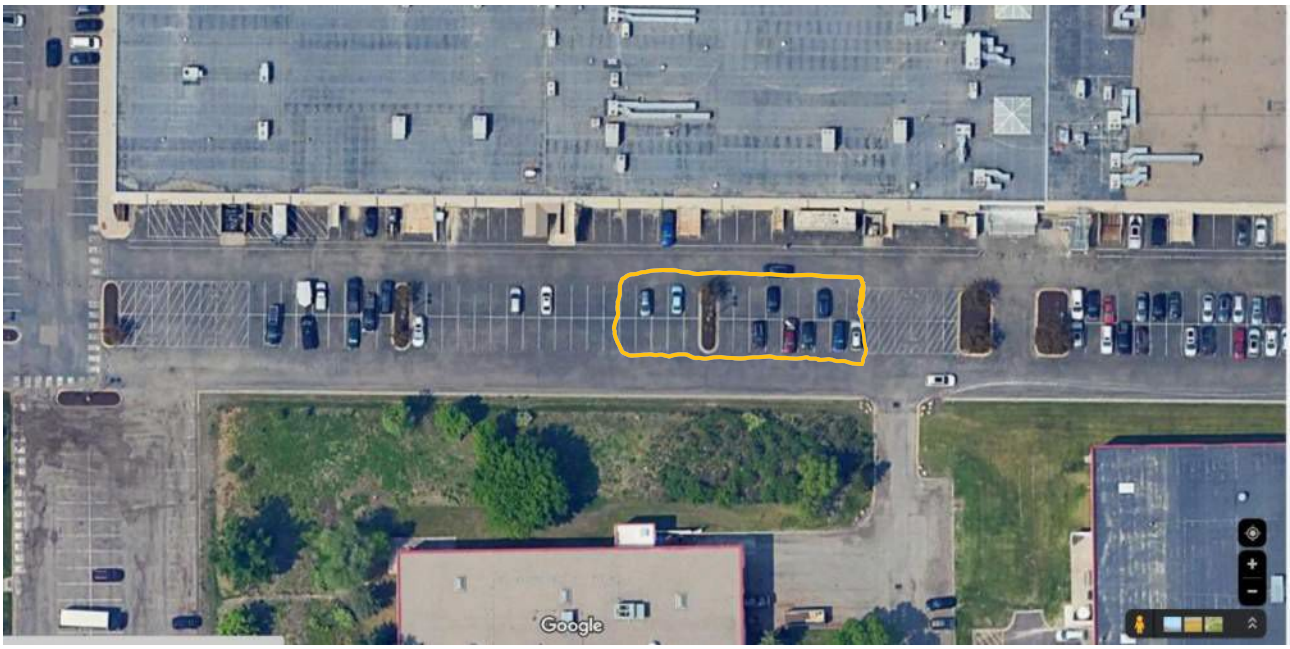
Date: _____

John.szwaja@mcamustangs.org
763-315-7904

Addendum A
Parking Space Location Diagram



Addendum B
Parking Space Location Diagram


Google

LIVING WORD CHRISTIAN CENTER
&
MARANATHA CHRISTIAN ACADEMY
LARGE EVENT ALTERNATE PARKING NARRATIVE

Living Word Christian Center/Maranatha Christian Academy (LWCC/MCA) located at 9201 75th Ave N, Brooklyn Park, MN 55428, is currently working towards adding green space on the west end of our property for the use of physical recreation for our youth/students. While we are excited about this project, we are proactively addressing a potential parking shortfall.

LWCC/MCA is committed to responsible development and minimizing our impact on the surrounding community. We are currently exploring several options to secure additional parking beyond the designated spaces within our current building plan.

We are in ongoing conversations with two neighboring businesses in the Northland Business Park:

- **Hennepin Technical College (HTC):** Located approximately 1 mile (17-minute walk) from LWCC/MCA. We have requested the use of 300 parking spaces at HTC for larger events. In this scenario, LWCC/MCA would utilize our five 12-passenger buses to provide shuttle services between the two locations.
- **Northland Corporate Center (NCC):** Located approximately .5 miles (6-minute walk) from LWCC/MCA, with no major roads to cross. We have requested the use of 681 parking spaces at NCC. Given the close proximity, shuttles would not be necessary.
- **Qualus Corp (QC):** Located approximately 700 feet (4-minute walk) from LWCC/MCA. We have an MOU submitted for review with QC requesting the use of 30 parking spaces. Given the close proximity, shuttles would not be necessary.
- **Nystrom (N):** Located approximately 900 feet (7-minute walk) from LWCC/MCA. We have an MOU submitted for review with Nystrom requesting the use of 75 parking spaces. Given the close proximity, shuttles would not be necessary.

In addition to the above requests, the planned SW green space will be designed with surmountable curbs. This design allows for the temporary use of the space for overflow parking during events hosted at LWCC/MCA that draw larger attendance.

LWCC/MCA is committed to finding a sustainable solution to our parking needs. We are actively engaged with our neighbors and believe these collaborative efforts will ensure sufficient parking is available without placing undue burden on the surrounding area.

January 2023

Date	Day	Time	Mtg	Comp	B-3	4-K	G 1-5	Youth	Span	Sanc	TTL	Speaker	Total All Main Services	Online Viewing
12/28	Wed	7 p.m.	0	0	5	6	3	0	2	101	117	P. Ryan Watkins		62(978)
12/28	NW	7 p.m.	0	0	0	0	0	0	0	29	29	P. Lauren - Stacy Larson		
12/30	Fri	9 p.m.	0	0	0	0	0	0	0	143	143	New Years Eve Folu & Tammara		30 (138)
12/31	Sat	4 p.m.	0	0	9	8	30	0	0	323	370	P. Jim	1,413 (22)	168 (1502)
1/1	Sun	9 a.m.	17	0	18	16	33	0	0	355	439	P. Jim		254 (1067)
1/1	Sun	11 a.m.	0	14	39	42	107	119	117	517	955	P. Jim	1,764	191 (987)
1/1	NW	11 a.m.	0	0	10	10	15	0	0	180	215	P. Adam Krube	2,268	
1/4	Wed	7 p.m.	2	0	4	4	9	0	0	76	95	P. Dustin Sherry		150 (1366)
1/4	NW	7 p.m.	0	0	0	0	0	0	0	0	0	Canceled due to Snow	1970(22)	
1/7	Sat	5 p.m.	0	0	13	8	32	0	0	382	435	P. Jim		286 (3154)
1/8	Sun	9 a.m.	0	0	28	18	73	0	0	437	556	P. Jim		488 (1912)
1/8	Sun	11 a.m.	0	19	43	56	137	181	194	583	1,213	P. Jim	2,204	316 (1461)
1/8	NW	11 a.m.	0	0	11	15	16	0	0	188	230	P. Ryan and Angela Watkins	2,529	
1/11	Wed	7 p.m.	0	3	8	10	35	0	84	155	295	Pastor Dustin		67 (666)
1/11	Wed	7 p.m.	0	0	0	0	0	32	0	0	32	Pastor Lauren	1973 (22))	
1/14	Sat	5 p.m.	0	0	12	10	37	0	0	349	408	Pastor Jim		184 (1109)
1/15	Sun	9 a.m.	17	0	31	19	48	0	0	463	578	Pastor Mac		303 (1025)
1/15	Sun	11 a.m.	0	14	51	51	137	164	204	602	1,223	Pastor Mac	2,209	154 (647)
1/15	NW	11 a.m.	0	0	10	19	19	0	0	238	286	Pastor Jim	2,822	
1/18	Wed	7 p.m.	15	2	7	12	32	0	72	212	352	Pastor Dustin		74 (759)
1/18	NW	7 p.m.	0	0	0	0	0	32	0	0	32	P. Lauren - Stacy Larson	1852 (22)	
1/21	Sat	5 p.m.	0	2	11	12	27	0	0	365	417	Dennis Burke		204 (1100)
1/22	Sun	9 a.m.	0	0	29	24	57	0	0	439	549	Dennis Burke		300 (999)
1/22	Sun	11 a.m.	0	17	62	56	142	165	194	703	1,339	Dennis Burke	2,305	170 (670)
1/22	NW	11 a.m.	0	0	10	13	14	0	0	182	219	P. Jim	2,908	
1/25	Wed	7 p.m.	0	3	7	9	21	0	63	141	244	P. Josh Coan		63 (804)
1/25	NW	7 p.m.	0	0	0	0	0	32	0	0	32	P. Lauren - Stacy Larson	2322 (22))	
1/28	Sat	5 p.m.	0	0	5	10	35	0	0	347	397	P. Jim		199 (1266)
1/29	Sun	9 a.m.	0	0	30	12	45	0	0	418	505	P. Jim		302 (1041)
1/29	Sun	11 a.m.	0	14	59	52	145	156	204	583	1,213	P. jim	2,115	167 (862)
1/29	NW	11 a.m.	0	0	8	13	13	0	0	223	257	Pastors Brandon & Heidi	2,648	

4 Week Attendance	1/8	1/15	1/22	1/29	4 Week Average Attendance
	2,529	2,822	2,908	2,634	2,723

4 Week Average for this

2022 2582
2021 2547

LWCC/MCA Brooklyn Park Campus:
After SW parking area is removed the site will have 699 parking spaces available on site.
The LWCC Sancturary seating capacity = 2,767 (2767/2.5=1,107 req. prking)

Max Attendance Available to Parking
699 spaces x 2.5 = 1,748

	Visitors				
Date	Main	NW	Wed		TTL
1/1	6	0	0		6
1/8	6	0	0		6
1/15	6	0	0		6
1/22	11	0	0		11
1/29	2	0	0		2
	31	0	0		31

LWCC - Brooklyn Park Campus Ave Attendance
739

February 2023

Date	Day	Time	Mtg	Comp	B-3	4-K	G 1-5	Youth	Span	Sanc	TTL	Speaker	Total All Main Service	Online Viewing
2/1	Wed	7 p.m.	9	0	7	10	28	0	81	169	304	P. Dustin		60 (722)
2/1	Wed	7 p.m.	0	0	0	0	0	0	0	20	20	P. Lauren Stacy-Larson		
2/4	Sat	5 p.m.	0	0	19	10	43	0	0	433	505	P. Mac - Experience Wknd	2164 (22)	196 (1071)
2/5	Sun	9 a.m.	0	0	30	20	51	0	0	449	550	P. Mac - Experience Wknd		277 (1073)
2/5	Sun	11 a.m.	0	18	54	62	166	173	216	689	1,378	P. Mac - Experience Wknd	2,433	155 (661)
2/5	NW	11 a.m.	0	0	14	14	13	0	0	177	218	P. Brandon & Heidi	2,975	
2/8	Wed	7 p.m.	0	0	10	13	50	0	65	170	308	P. Dustin		50 (611)
2/8	Wed	7 p.m.	0	0	0	0	0	30	0	0	30	P. Lauren Stacy-Larson		
2/11	Sat	5 p.m.	0	0	15	14	39	0	0	387	455	P. Jim	2263 (22)	177 (958)
2/12	Sun	9 a.m.	0	0	35	24	66	0	0	485	610	P. Jim		303 (1319)
2/12	Sun	11 a.m.	0	14	54	57	151	169	205	849	1,499	P. Jim	2,564	150 (611)
2/12	NW	11 a.m.	0	0	14	20	16	0	0	185	235	P. Brandon & Heidi	3,137	
2/15	Wed	7 p.m.	0	0	5	8	37	0	80	162	292	P. Ryan		66 (541)
2/15	Wed	7 p.m.	0	0	0	0	0	0	0	0	0	P. Lauren Stacy-Larson		
2/18	Sat	5 p.m.	0	0	28	19	44	0	0	737	828	Rick Renner	2132 (22)	354 (1751)
2/19	Sun	9 a.m.	0	0	37	26	71	0	0	726	860	Rick Renner		512 (1905)
2/19	Sun	11 a.m.	0	20	55	59	154	160	192	909	1,549	Rick Renner	3,237	461 (1718)
2/19	NW	11 a.m.	0	0	6	13	10	0	0	166	195	Pastors Brandon & Heidi	3,724	
2/22	Wed	7 p.m.	0	0	3	3	5	0	13	110	134	P. Dustin		0 (0)
2/22	Wed	7 p.m.	0	0	0	0	0	0	0	0	0	Canceled		
2/25	Sat	5 p.m.	0	0	14	14	45	0	0	444	517	P. Jim	2394 (22)	208 (1813)
2/26	Sun	9 a.m.	0	0	31	21	62	0	0	467	581	P. Jim		282 (1132)
2/26	Sun	11 a.m.	0	16	66	50	167	130	218	702	1,349	P. Jim	2,447	170 (1074)
2/26	NW	11 a.m.	0	0	12	25	21	0	0	212	270	Pastor Mac Hammond	2,851	

4 Week Attendance	2/5	2/12	2/19	2/26	4 Week Average Attendance
	2,975	3,137	3,724	2,851	3,172

Visitors				
Date	Main	Wed	NW	TTL
2/5	35	0	0	35
2/12	8	0	0	8
2/19	14	0	0	14
2/26	4	0	0	4
	61	0	0	61

LWCC - Brooklyn Park Campus Ave Attendance	4 Week Average Attendance for this week in:	
	2022	2853
995	2021	2465

March 2023

Date	Day	Time	Mtg	Comp	B-3	4-K	G 1-5	Youth	Span	Sanc	TTL	Speaker	Total All Main Service	Online Viewing
3/1	Wed	7 p.m.	0	2	10	13	38	0	60	184	307	P. Dustin		79 (755)
3/1	Wed	7 p.m.	0	0	0	0	0	34	0	0	34	P. Lauren Stacy-Larson		
3/4	Sat	5 p.m.	0	0	16	13	34	0	0	453	516	Pastor Jim	1895 (22)	187 (1075)
3/5	Sun	9 a.m.	0	0	37	21	57	0	0	591	706	Pastor Mac		341 (958)
3/5	Sun	11 a.m.	0	13	48	65	131	154	184	678	1,273	Pastor Mac	2,495	173 (684)
3/5	NW	11 a.m.	0	0	8	13	12	0	0	145	178	Pastors Brandon & Heidi	3,014	
3/8	Wed	7 p.m.	21	3	8	12	28	0	69	131	272	P. Dustin		81 (655)
3/9	Wed	7 p.m.	0	0	0	0	0	39	0	0	39	P. Lauren Stacy-Larson		
3/11	Sat	5 p.m.	0	0	12	5	37	0	0	325	379	Pastor Jim	2233 (22)	241 (1131)
3/12	Sun	9 a.m.	0	0	22	20	46	0	0	336	424	Pastor Mac		355 (1071)
3/12	Sun	11 a.m.	0	13	39	34	154	139	140	558	1,077	Pastor Mac	1,880	230 (848)
3/12	NW	11 a.m.	0	0	10	21	10	0	0	157	198	Pastors Brandon & Heidi	2,389	
3/15	Wed	7 p.m.	13	0	8	8	28	0	30	169	256	P. Dustin		67 (762)
3/15	Wed	7 p.m.	0	0	0	0	0	25	0	0	25	P. Lauren Stacy-Larson		
3/18	Sat	5 p.m.	0	0	10	7	20	0	0	321	358	Pastor Mac	2323 (22)	216 (1075)
3/19	Sun	9 a.m.	0	0	30	22	59	0	0	444	555	Pastor Mac		321 (958)
3/19	Sun	11 a.m.	0	16	63	65	158	171	183	750	1,406	Pastor Mac	2,319	183 (827)
3/19	NW	11 a.m.	0	0	16	24	8	0	0	199	247	Pastors Brandon & Heidi	2,847	
3/22	Wed	7 p.m.	0	0	0	0	0	0	0	0	0	No Service		
3/23	Wed	7 p.m.	0	0	0	0	0	28	0	0	28	P. Lauren Stacy-Larson		
3/24	Fri	7 p.m.	0	0	20	14	47	0	0	896	977	P&P Conference/Heidi Baker		283 (3174)
3/25	Sat	10 a.m.	0	0	0	0	0	0	0	477	477	P&P Conference/Joseph Harris		301 (1812)
3/25	Sat	5 p.m.	0	0	25	18	50	0	0	765	858	P&P Conference/Leif Hetland	3605 (22)	389 (2084)
3/26	Sun	9 a.m.	0	2	36	24	68	0	0	884	1,014	P&P Conference/Leif Hetland		458 (1628)
3/26	Sun	11 a.m.	0	17	90	39	179	0	218	1217	1,760	P&P Conference/Heidi Baker	3,632	396 (1473)
3/26	NW	11 a.m.	0	0	8	12	17	0	0	181	218	Pastors Brandon & Heidi	5,332	

4 Week Attendance	3/5	3/12	3/19	3/26	4 Wk Avg. Attendance
	3,014	2,389	2,847	5,332	3,396

LWCC - Brooklyn Park Campus Ave Attendance
982

4 Week Average Attendance for this week in:	
2022	3237
2021	2887

	Visitors			
Date	Main	NW	Wed	TTL
3/5	8	1	0	9
3/12	4	0	0	4
3/19	20	0	0	20
3/26	45	0	0	45
	0	0	0	0
	77	1	0	78

April 2023

Date	Day	Time	Mtg	Compass	B-3	4-K	G 1-5	Youth	Span	Sanc	TTL	Speaker	Total All Main Services	Current and Total Online Viewing
3/29	Wed	7 p.m.	18	2	10	10	37	0	69	132	278	P. Dustin		77 (814)
3/29	Wed	7 p.m.	0	0	0	0	0	27	0	0	27	P. Lauren Stacy-Larson		
4/1	Sat	5 p.m.	0	0	9	12	22	0	0	324	367	Pastor Jim	2270 (22)	233 (1141)
4/2	Sun	9 a.m.	0	0	37	21	53	0	0	439	550	Pastor Jim		293 (1179)
4/2	Sun	11 a.m.	0	14	64	49	149	147	190	642	1,255	Pastor Jim	2,172	178 (672)
4/2	NW	11 a.m.	0	0	12	24	14	0	0	206	256	Pastors Brandon & Heidi	2,733	
4/5	Wed	7 p.m.	0	0	0	0	0	0	0	0	0	No Service		9 (30)
4/5	Wed	7 p.m.	0	0	0	0	0	31	0	0	31	P. Lauren Stacy-Larson		
4/8	Sat	5 p.m.	0	0	36	37	109	0	0	763	945	Easter Service	2321 (22)	229 (1399)
4/9	Sun	9 a.m.	0	2	57	36	109	0	0	924	1,128	Easter Service		343 (1202)
4/9	Sun	11 a.m.	0	18	98	116	258	0	341	1355	2,186	Easter Service	4,259	167 (1045)
4/9	NW	11 a.m.	0	0	10	18	22	0	0	308	358	Pastors Brandon & Heidi	4,648	
4/12	Wed	7 p.m.	14	0	11	9	28	0	44	136	242	P. Dustin		144 (756)
4/12	Wed	7 p.m.	0	0	0	0	0	37	0	0	37	P. Lauren Stacy-Larson		
4/15	Sat	5 p.m.	0	0	7	9	32	0	0	392	440	P. Jim	4101 (22)	201 (1212)
4/16	Sun	9 a.m.	0	0	26	21	63	0	0	432	542	P. Jim		329 (1374)
4/16	Sun	11 a.m.	0	18	52	51	134	141	171	539	1,106	P. Jim	2,088	202 (687)
4/16	NW	11 a.m.	0	0	16	25	13	0	0	185	239	Pastors Brandon & Heidi	2,606	
4/19	Wed	7 p.m.	21	0	10	19	40	0	38	633	761	YRN w/James Tan		133
4/19	Wed	7 p.m.	0	0	0	0	0	0	0	0	0	No Service/ Attended YRN		
4/22	Sat	5 p.m.	6	0	8	15	23	0	0	343	395	P. Jim	3888 (22)	212 (1176)
4/23	Sun	9 a.m.	0	0	25	15	56	0	0	471	567	P. Jim		295 (953)
4/23	Sun	11 a.m.	0	17	60	64	137	170	201	636	1,285	P. Jim	2,247	149 (538)
4/23	NW	11 a.m.	0	0	11	13	0	0	0	214	238	Pastors Brandon & Heidi	3,246	
4/26	Wed	7 p.m.	0	0	21	14	3	0	0	689	727	P. Jim / Vol Appreciation		34 /77
4/26	Wed	7 p.m.	0	0	0	0	0	0	0	0	0	No Service/ Attended V.A.N.		
4/29	Sat	5 p.m.	0	0	13	14	26	0	0	407	460	P. Jim	2231 (22)	213 (1270)
4/30	Sun	9 a.m.	0	0	30	26	63	0	0	480	599	P. Jim		260 (953)
4/30	Sun	11 a.m.	0	19	66	66	132	152	185	618	1,238	P. Jim	2,297	178(679)
4/30	NW	11 a.m.	0	0	13	25	11	0	0	213	262	Pastors Brandon & Heidi	3,286	

4 Week Attendance	4/7	4/16	4/23	4/30	Week Average Attendanc
	4,648	2,606	3,246	3,286	3,447

LWCC - Brooklyn Park Campus Ave Attendance
976

4 Week Average Attendance for this week in:	
2022	4404
2021	2898

	Visitors			
Date	Main	NW	Wed	TTL
4/2	10	0	0	10
4/9	43	0	0	43
4/16	12	0	0	12
4/23	17	0	0	17
4/30	15	0	0	15
	97	0	0	97

May-23

Date	Day	Time	Mtg	Comp	B-3	4-K	G 1-5	Youth	Span	Sanc	TTL	Speaker	Total All Main Service	Car Count	Online Viewing
5/3	Wed	7 p.m.	14	0	12	14	30	62	52	397	581	Joan Hunter			211 (1490)
5/3	Wed	7 p.m.	0	0	0	0	0	26	0	0	26	P. Lauren			
5/6	Sat	5 p.m.	0	0	14	14	24	0	0	385	437	Pastor Jim	2430 (22)		195 (1051)
5/7	Sun	9 a.m.	17	0	33	18	45	0	0	470	583	Pastor Jim			304 (1017)
5/7	Sun	11 a.m.	0	16	64	61	132	149	180	679	1,281	Pastor Mac	2,301		164 (771)
5/7	NW	11 a.m.	0	0	15	20	1	0	0	138	174	P. Brandon & Heidi	3,082		
5/10	Wed	7 p.m.	1	0	7	9	24	52	50	123	266	Pastor Dustin			80 (771)
5/10	Wed	7 p.m.	0	0	0	0	0	0	30	0	30	Pastor Lauren			
5/13	Sat	5 p.m.	0	0	14	11	68	0	0	464	557	Pastor Jim	1912 (22)		184 (1265)
5/14	Sun	9 a.m.	0	0	26	24	97	0	0	467	614	Pastor Jim			251 (1041)
5/14	Sun	11 a.m.	0	19	62	59	223	151	186	702	1,402	Pastor Jim	2,573		147 (502)
5/14	NW	11 a.m.	0	0	15	25	15	0	0	198	253	P. Brandon & Heidi	3,122		
5/17	Wed	7 p.m.	13	0	6	8	17	55	55	84	238	Pastor Dustin			78 (545)
5/17	Wed	7 p.m.	0	0	0	0	0	0	31	0	31	P. Lauren			
5/20	Sat	5 p.m.	9	0	10	14	0	28	1	297	359	Pastor Jim	2,164 (22)		172 (1236)
5/21	Sun	9 a.m.	0	0	36	17	60	0	0	549	662	Pastor Jim			277 (917)
5/21	Sun	11 a.m.	0	17	57	62	155	153	181	620	1,245	Pastor Jim	2,266		151 (543)
5/21	NW	11 a.m.	0	0	16	22	14	0	0	195	247	P. Brandon & Heidi	2,782		
5/24	Wed	7 p.m.	7	0	5	12	22	43	62	116	267	Pastor Dustin			60 (594)
5/24	Wed	7 p.m.	0	0	0	0	0	0	28	0	28	P. Lauren			
5/27	Sat	5 p.m.	0	0	9	10	23	0	0	277	319	Russell Kalenberg	1722 (22)		182 (880)
5/28	Sun	9 a.m.	0	0	28	14	44	0	0	430	516	Russell Kalenberg			259 (842)
5/28	Sun	11 a.m.	0	17	64	46	149	133	175	572	1,156	Russell Kalenberg	1,991		141 (723)
5/28	NW	11 a.m.	0	0	9	16	10	0	0	150	185	P. Brandon & Heidi	2,471		

4 Week Attendance	5/7	5/14	5/21	5/28	4 Week Average Attendance
	3,082	3,122	2,782	2,465	2,863

LWCC - Brooklyn Park Campus Ave Attendance
824

4 Week Average Attendance for this week in:	
2020	2777
2021	3014

	Visitors			
	Main	NW	Wed	TTL
5/1	15	0	0	15
5/8	3	0	0	3
5/15	14	1	0	15
5/22	38	0	0	38
5/29	10	3	0	13
	80	4	0	84

June 2023

Date	Day	Time	Mtg	Compass	B-3	4-K	G 1-5	Youth	Span	Sanc	TTL	Speaker	Main Services	*Online
5/31	Wed	7 p.m.	7	0	5	11	25	55	62	73	238	P. Dustin		73 (478)
5/31	Wed	7 p.m.	0	0	0	0	0	25	0	0	25	P. Lauren		
6/3	Sat	5 p.m.	0	0	16	8	22	0	0	325	371	Pastor Jim	2182 (22)	205 (989)
6/4	Sun	9 a.m.	0	0	31	16	44	0	0	503	594	Pastor Jim		273 (931)
6/4	Sun	11 a.m.	0	15	58	65	142	157	167	586	1,190	Pastor Jim	2,155	166 (560)
6/4	NW	11 a.m.	0	0	9	22	15	0	0	186	232	P. Brandon and Heidi	2,650	
6/7	Wed	7 p.m.	0	0	14	25	50	91	48	1517	1,745	Jonathan Cahn		538 (4854)
6/7	Wed	7 p.m.	0	0	0	0	0	22	0	0	22	P. Lauren		
6/10	Sat	5 p.m.	0	0	11	9	22	0	0	288	330	Pastor Jim	2079 (22)	238 (1088)
6/11	Sun	9 a.m.	0	0	25	17	40	0	0	442	524	Pastor Jim	2,077	327 (1166)
6/11	Sun	11 a.m.	0	18	66	64	132	161	179	603	1,223	Pastor Jim		175 (611)
6/11	NW	11 a.m.	0	0	9	21	13	0	0	170	213	P. Brandon and Heidi	4,057	
6/14	Wed	7 p.m.	13	0	3	9	31	68	55	121	300	P. Dustin		71 (571)
6/14	Wed	7 p.m.	0	0	0	0	0	18	0	0	18	P. Lauren		
6/17	Sat	5 p.m.	0	0	7	10	19	0	0	305	341	Pastor Jim		190 (924)
6/18	Sun	9 a.m.	0	0	31	15	39	0	5	472	562	Pastor Jim	2001 (22)	230 (1138)
6/18	Sun	11 a.m.	0	18	55	55	129	141	170	622	1,190	Pastor Jim	2,093	175 (557)
6/18	NW	11 a.m.	0	0	14	23	13	0	0	184	234	P. Brandon and Heidi	2,645	
6/21	Wed	7 p.m.	12	0	5	10	31	69	107	123	357	P. Dustin		66 (574)
6/21	Wed	7 p.m.	0	0	0	0	0	21	0	0	21	P. Lauren		
6/24	Sat	5 p.m.	0	0	10	13	32	0	0	390	445	Pastor Jim	2069 (22)	199 (1215)
6/25	Sun	9 a.m.	0	0	20	20	49	0	0	414	503	Pastor Jim (Baptism)		280 (1130)
6/25	Sun	11 a.m.	0	17	62	72	144	139	217	694	1,345	Pastor Jim (Baptism)	2,293	197 (814)
6/25	NW	11 a.m.	0	0	10	17	12	0	0	162	201	P. Brandon and Heidi	2,872	

4 Week Attendanc	6/4	6/11	6/18	6/25	4 Week Average Attendance
	2,650	####	2,645	2,868	3055

LWCC - Brooklyn Park Campus Ave Attendance	# Below Represents the Months Average of the 5 Largest Events
810	961

4 Week
Average Attendance
For this week in:
2022 3234
2021 3593

Visitors				
	Main	NW	Wed.	TTL
6/4	11	1	0	12
6/12	11	3	0	14
6/18	10	0	0	10
6/26	10	10	0	20
	42	14	0	56

####

July 2023

Date	Day	Time	Mtg	Comp	B-3	4-K	G 1-5	Youth	Span	Sanc	TTL	Speaker	Total All Main Service	Online Viewing
6/28	Wed	7 p.m.	11	0	7	12	30	58	50	129	297	P. Dustin		76 (699)
6/28	NW	7 p.m.	0	0	0	0	0	30	0	0	30	P. Lauren	1860 (22)	
7/1	Sat	5 p.m.	0	0	13	10	19	0	0	383	425	Pastor Jim	2,075	90 (1029)
7/2	Sun	9 a.m.	0	0	29	16	38	0	0	420	503	Pastor Jim		302 (1608)
7/2	Sun	11 a.m	0	18	58	51	133	127	174	586	1,147	Pastor Jim		185 (723)
7/2	NW	11 a.m	0	0	8	15	10	0	0	123	156	P. Brandon and Heidi	2,558	
7/5	Wed	7 p.m.	0	0	0	0	0	0	0	0	0	No Service week of 4th		
7/5	Wed	7 p.m.	0	0	0	0	0	0	0	0	0	No Service		
7/8	Sat	5 p.m.	0	0	11	8	26	0	0	360	405	P. Jim	2147 (22)	32 (1574)
7/9	Sun	9 a.m.	0	0	32	24	57	0	0	549	662	P. Mac	2,222	72 (1234)
7/9	Sun	11 a.m	0	14	61	69	103	127	215	566	1,155	P. Mac		228 (1004)
7/9	NW	11 a.m	0	0	11	18	15	0	0	180	224	P. Brandon and Heidi	2,446	
7/12	Wed	7 p.m.	4	2	8	13	22	65	60	120	294	Pastor Dustin		72 (577)
7/12	Wed	7 p.m.	0	0	0	0	0	29	0	0	29	Pastor Lauren		
7/15	Sat	5 p.m.	0	0	6	6	25	0	0	293	330	Pastor Jim	2200 (22)	30 (1245)
7/16	Sun	9 a.m.	0	0	37	20	44	0	0	414	515	Pastor Jim	2,062	75 (1121)
7/16	Sun	11 a.m	0	17	53	62	139	159	201	586	1,217	Pastor Jim		167 (751)
7/16	NW	11 a.m	0	0	12	20	11	0	0	143	186	Pastor Brandon	2,571	
7/19	Wed	7 p.m.	0	0	7	9	20	64	73	117	290	P. Dustin		85 (733)
7/19	Wed	7 p.m.	0	0	0	0	0	29	0	0	29	Pastor Lauren		
7/22	Sat	5 p.m.	0	0	8	9	26	0	0	333	376	Pastor Jim	1995 (22)	09 (1267)
7/23	Sun	9 a.m.	0	0	30	22	54	0	0	488	594	Pastor Jim	2,215	92 (1315)
7/23	Sun	11 a.m	0	21	67	61	138	137	219	602	1,245	Pastor Jim		167 (665)
7/23	NW	11 a.m	0	0	7	12	14	0	0	188	221	P. Brandon	2,755	
7/26	Wed	7 p.m.	0	0	10	10	31	63	49	114	277	P. Trent		69 (576)
7/26	Wed	7 p.m.	0	0	0	0	0	23	0	0	23	Pastor Lauren		
7/29	Sat	5 p.m.	0	0	10	13	16	0	0	337	376	P. Jim		239 (1453)
7/30	Sun	9 a.m.	17	0	20	21	42	0	0	472	572	P. Mac	2,184	59 (1411)
7/30	Sun	11 a.m	39	19	72	71	151	138	181	565	1,236	P. Mac		185 (816)
7/30	NW	11 a.m	0	0	11	18	13	0	175	0	217	P. Brandon	2,701	

7/9	7/16	7/23	7/30	4 Week Average Attendance
####	2,571	2,755	2,701	2,618

LWCC - Brooklyn Park Campus Ave Attendance
779

4 Week Average Attendance for this week in:

2022	3053
2021	3017

Visitors

Date	Main	NW	Wed	TTL
7/2	7	1	0	8
7/9	12	0	0	12
7/16	9	2	0	11
7/23	6	5	0	11
7/30	1	5	0	6
	35	13	0	48

August 2023

Date	Day	Time	Mtg	Compass	B-3	4-K	G 1-5	Youth	Span	Sanc	TTL	Speaker	Total All Main Service	Online Viewing
8/3	Wed	7 p.m.	1	0	9	13	26	137	58	128	372	P. Dustin		54 (748)
8/3	NW	7 p.m.	0	0	0	0	0	16	0	0	16	Pastor Lauren		
8/5	Sat	5 p.m.	0	0	14	12	17	0	0	365	408	Pastor Jim	2109 (22)	251 (1702)
8/6	Sun	9 a.m.	0	0	33	22	47	0	0	531	633	Pastor Mac	2,171	375 (1226)
8/6	Sun	11 a.m	0	16	57	66	145	0	172	674	1,130	Pastor Mac		242 (1090)
8/6	NW	11 a.m	0	0	11	20	13	0	0	175	219	P. Brandon	2,778	
8/9	Wed	7 p.m.	5	0	5	10	19	0	82	129	250	P. Folu		106 (856)
8/9	NW	7 p.m.	0	0	0	0	0	0	0	0	0	Closed for Camp		
8/12	Sat	5 p.m.	0	0	13	9	27	0	0	359	408	Pastor Jim	2111 (22)	255 (1546)
8/13	Sun	9 a.m.	17	0	33	21	40	0	0	424	535	Pastor Mac	2,203	388 (1260)
8/13	Sun	11 a.m	0	14	54	61	139	139	217	636	1,260	Pastor Mac		209 (1048)
8/13	NW	11 a.m	0	0	12	19	13	0	0	183	227	P. Brandon	2,680	
8/16	Wed	7 p.m.	3	3	22	30	42	131	52	471	754	Dr. Jerry Savelle		391 (3252)
8/16	NW	7 p.m.	0	0	0	0	0	20	0	0	20	Pastor Lauren		
8/17	Thurs	7 p.m.	0	0	19	17	27	0	0	407	470	Dr. Jerry Savelle		427 (2635)
8/18	Fri	7 p.m.	0	2	17	25	39	0	0	586	669	Kenneth Copeland		503 (3648)
8/19	Sat	5 p.m.	0	2	0	0	62	0	0	733	797	Dr. Jessie Duplanis		581 (4274)
8/20	Sun	9 a.m.	0	0	38	33	44	0	0	845	960	Dr. Jessie Duplanis	3119 (22)	489 (2599)
8/20	Sun	11 a.m	0	21	68	61	123	124	184	966	1,547	Dr. Jessie Duplanis	3,304	431 (2124)
8/20	NW	11 a.m	0	0	11	23	11	0	0	172	217	P. Brandon	5,434	
8/23	Wed	7 p.m.	2	0	10	10	30	75	64	128	319	P. Dustin		88 (907)
8/23	NW	7 p.m.	0	0	0	0	0	16	0	0	16	Pastor Lauren		
8/26	Sat	5 p.m.	0	0	8	8	20	0	0	341	377	Pastor Jim	2215 (22)	276 (1775)
8/27	Sun	9 a.m.	0	0	41	20	45	0	0	483	589	Pastor Mac	2,270	340 (971)
8/27	Sun	11 a.m	0	15	59	38	132	156	268	636	1,304	lac (Spanish Church picnic off site)		180 (840)
8/27	NW	11 a.m	0	0	18	24	27	0	0	255	324	P. Brandon	2,929	

4 Week Attendance	8/6	8/13	8/20	8/27	4 wk Avg
	2,778	2,680	5,434	2,929	3,455

Visitors				
Date	Main	NW	M.Wed	TTL
8/6	12	3	0	15
8/13	9	0	0	9
8/20	16	5	0	21
8/27	9	0	0	9
	0	0	0	0
	46	8	0	54

4 Week Attendance	Average for this week in:
2021	3960
2022	3389

LWCC - Brooklyn Park Campus
Ave Attendance
938

September 2023

Date	Day	Time	Mtg	Compass	B-3	4-K	G 1-5	Youth	Span	Sanc	TTL	Speaker	Total All Main Services	OnLine Viewing
8/30	Wed	7 p.m.	0	0	7	6	28	67	45	128	281	P. Dustin		86 (827)
8/30	NW	7 p.m.	0	0	0	0	0	26	0	0	26	P. Lauren		
9/2	Sat	5 p.m.	0	0	6	4	19	0	0	367	396	P. Jim	2087 (22)	261 (1680)
9/3	Sun	9 a.m.	0	0	29	18	50	0	0	519	616	P. Jim	2,085	342 (1215)
9/3	Sun	11 a.m	0	10	45	43	111	152	162	550	1,073	P. Jim		173 (837)
9/3	NW	11 a.m	0	0	9	12	9	0	0	179	209	P. Brandon Lyles	2,601	
9/6	Wed	7 p.m.	0	0	12	6	22	57	61	267	425	Rev Joseph Morris		238 (1313)
9/6	NW	7 p.m.	0	0	0	0	0	28	0	0	28	Pastor Lauren		
9/9	Sat	5 p.m.	0	0	14	12	34	0	0	378	438	P. Mac	2468 (22)	236 (1472)
9/10	Sun	9 a.m.	0	2	34	16	49	0	0	532	633	P. Mac	2,401	334 (1315)
9/10	Sun	11 a.m	0	15	58	64	141	168	214	670	1,330	P. Mac		152 (892)
9/10	NW	11 a.m	0	0	13	12	10	0	0	172	207	P. Brandon Lyles	3,061	
9/13	Wed	7 p.m.	5	2	9	6	25	60	60	127	294	P. Dustin		87 (822)
9/13	NW	7 p.m.	0	0	0	0	0	18	0	0	18	Pastor Lauren		
9/16	Sat	5 p.m.	0	0	12	9	27	0	0	607	655	Billye Brim	2392 (22)	709 (3978)
9/17	Sun	9 a.m.	0	0	35	20	47	0	0	568	670	Billye Brim	2,681	535 (2371)
9/17	Sun	11 a.m	7	18	50	42	128	176	191	744	1,356	Billye Brim		367 (1859)
9/17	NW	11 a.m	0	0	7	11	14	0	0	175	207	P. Brandon Lyles	3,201	
9/20	Wed	7 p.m.	6	2	5	6	24	69	50	98	260	P. Dustin		79 (820)
9/20	Wed	7 p.m.	0	0	0	0	0	0	0	0	0	astor Lauren (no numbers yet)		
9/23	Sat	5 p.m.	0	0	12	9	49	0	0	348	418	P. Jim	2140 (22)	269 (1608)
9/24	Sun	9 a.m.	17	0	33	22	62	0	0	434	568	P. Mac		311 (1579)
9/24	Sun	11 a.m	0	17	63	46	200	187	206	646	1,365	P. Mac	2,351	208 (843)
9/24	NW	11 a.m	0	0	14	25	13	0	0	168	220	P. Brandon	2,831	

4 Week Attendance	9/3	9/10	9/17	9/24	Week Avg Attendanc
	2,601	3,061	3,201	2,831	2,924

LWCC - Brooklyn Park Campus Ave Attendance
846

	Visitors			
Date	Main	NW	Wed	TTL
9/3	11	6	0	17
9/10	4	0	0	4
9/17	15	2	0	17
9/24	20	5	0	25
	50	13	0	63

4 week average for this week in:	
2021	2944
2022	2997

October 2023

Date	Day	Time	Mtg	Compass	B-3	4-K	G 1-5	Youth	Span	Sanc	TTL	Speaker	Total All Main Services	Online Viewing
9/27	Wed	7 p.m.	9	0	11	8	28	67	97	133	353	P. Dustin		103 (899)
9/27	Wed	7 p.m.	0	0	0	0	0	21	0	0	21	P. Lauren Stacy Larson		
9/30	Sat	5 p.m.	0	0	12	11	14	0	0	334	371	P. Lynne	2245 (22)	299 (1467)
10/1	Sun	9 a.m.	0	0	25	17	40	0	0	577	659	P. Lynne		610 (1277)
10/1	Sun	11 a.m.	0	18	50	41	142	158	204	621	1,234	P. Lynne	2,264	263 (959)
10/1	NW	11 a.m.	0	0	9	14	23	0	0	158	204	P. Brandon & Heidi Lyles	2,842	
10/4	Wed	7 p.m.	0	0	0	0	0	0	0	0	0	No Service (Flashpoint)		4 (11)
10/4	NW	7 p.m.	0	0	0	0	0	27	0	0	27	P. Lauren Stacy Larson		
10/5	Thur	7 p.m.	0	0	0	0	0	0	0	2841	2,841	Flashpoint Live		
10/6	Fri	7 p.m.	0	0	0	0	0	0	0	1563	1,563	Flashpoint Live		
10/7	Sat	5 p.m.	0	0	21	12	22	0	0	358	413	P. Jim	2077 (22)	263 (1832)
10/8	Sun	9 a.m.	0	0	32	15	48	0	0	535	630	P. Mac		409 (1408)
10/8	Sun	11 a.m.	0	17	60	45	170	189	251	688	1,420	P. Mac	2,463	227 (1247)
10/8	NW	11 a.m.	0	0	12	28	18	0	0	177	235	P. Brandon & Heidi	7,129	
10/11	Wed	7 p.m.	1	0	5	9	27	82	52	111	287	P. Dustin Sherry		65 (823)
10/11	NW	7 p.m.	0	0	0	0	0	20	0	0	20	Pastor Lauren Stacey larson		
10/14	Sat	5 p.m.	0	0	10	13	25	0	0	509	557	Mark Hankins	2497 (22)	346 (2505)
10/15	Sun	9 a.m.	0	0	28	15	39	0	0	481	563	Mark Hankins		406 (1822)
10/15	Sun	11 a.m.	0	16	54	52	138	153	330	631	1,374	Mark Hankins	2,494	243 (1467)
10/15	NW	11 a.m.	0	0	8	11	14	0	0	160	193	P. Brandon & Heidi	2,994	
10/18	Wed	7 p.m.	7	2	12	8	29	75	65	132	330	P. Dustin Sherry		64 (796)
10/18	NW	7 p.m.	0	0	0	0	0	22	0	0	22	Pastor Lauren Stacey larson		
10/21	Sat	5 p.m.	0	0	6	10	14	0	0	228	258	P. Mac	2133 (22)	237 (1650)
10/22	Sun	9 a.m.	17	0	34	19	48	0	0	420	538	P. Mac		271 (1108)
10/22	Sun	11 a.m.	0	17	73	52	166	165	243	689	1,405	P. Mac	2,201	168 (1089)
10/22	NW	11 a.m.	0	0	8	11	14	0	0	163	196	P. Brandon & Heidi	2,749	
10/25	Wed	7 p.m.	0	0	7	5	22	56	74	103	267	P. Heather Sibinski		97 (1005)
10/25	NW	7 p.m.	0	0	0	0	0	28	0	0	28	Pastor Lauren-Stacy Larson		
10/28	Sat	5 p.m.	0	0	16	18	31	0	0	299	364	P. Mac	2214 (22)	226 (1559)
10/29	Sun	9 a.m.	0	0	26	25	60	0	0	473	584	P. Mac		348 (1264)
10/29	Sun	11 a.m.	0	20	65	63	182	165	222	616	1,333	P. Mac	2,281	159 (1086)
10/29	NW	11 a.m.	0	0	6	13	15	0	0	165	199	P. Brandon & Heidi	2,775	

4 Week Attendance	10/8	10/15	10/22	10/29	4 Week Average Attendance
	7,129	2,994	2,749	2,775	3,912

4 Week Average week in:
2021: 2901
2022: 2768

Visitors

Date	Main	NW	Wed	TTL
10/1	16	0	0	16
10/8	16	0	0	16
10/15	20	0	0	20
10/22	13	0	0	13
10/29	19	3	0	22
	84	3	0	87

LWCC - Brooklyn Park Campus Ave Attendance

899

1,271

Above # Represents the Months Average of the 7 Largest Events

November 2023

Date	Day	Time	Mtg	Compass	B-3	4-K	G 1-5	Youth	Span	Sanc	TTL	Speaker	Total All Main Services	Online Viewing
11/1	Wed	7 p.m.	7	3	10	6	30	72	82	132	342	P. Dustin Sherry	2689 (22)	82 (785)
11/4	Sat	5 p.m.	0	0	14	11	21	0	0	231	277	P. Mac	2,321	208 (1376)
11/5	Sun	9 a.m.	0	0	34	20	55	0	0	511	620	P. Mac		302 (1221)
11/5	Sun	11 a.m.	0	16	54	53	175	166	265	695	1,424	P. Mac		126 (998)
11/5	NW	11 a.m.	0	0	15	17	18	23	0	200	273	P. Brandon & Heidi	2,936	
11/8	Wed	7 p.m.	11	2	10	10	84	76	65	118	376	P. Baltimore		88 (893)
11/11	Sat	5 p.m.	0	0	8	9	12	0	0	270	299	P. Mac	2076 (22)	244 (1434)
11/12	Sun	9 a.m.	0	0	29	21	56	0	0	393	499	P. Mac		319 (1399)
11/12	Sun	11 a.m.	0	20	59	47	157	180	243	589	1,295	P. Mac	2,093	146 (721)
11/12	NW	11 a.m.	0	0	7	8	19	23	0	180	237	P. Brandon & Heidi	2,706	
11/15	Wed	7 p.m.	7	3	11	11	73	64	57	130	356	P. Dustin Sherry		69 (770)
11/18	Sat	5 p.m.	0	0	10	13	28	0	0	263	314	P. Mac		160 (1274)
11/19	Sun	9 a.m.	17	0	31	17	47	0	0	493	605	P. Mac	1842 (22)	285 (1052)
11/19	Sun	11 a.m.	0	18	60	51	129	168	251	683	1,360	P. Mac	2,279	138 (816)
11/19	NW	11 a.m.	0	0	9	12	11	27	0	148	207	P. Brandon & Heidi	2,842	
11/22	Wed	7 p.m.	0	0	0	0	0	0	73	226	299	Dr. James Tan		102 (562)
11/25	Sat	5 p.m.	0	0	13	12	22	0	0	673	720	Dr. James Tan Youth Service	2474 (22)	237 (859)
11/26	Sun	9 a.m.	0	0	27	19	50	0	0	491	587	Dr. James Tan		398 (634)
11/26	Sun	11 a.m.	8	16	46	47	138	0	202	647	1,104	Dr. James Tan	2,411	185 (536)
11/26	NW	11 a.m.	0	0	4	22	10	13	0	155	204	P. Brandon & Heidi	2,914	

4 Week Attendance	11/5	11/12	11/19	11/26	eek Average Attenda
	2,836	2,706	2,818	2,914	2,819

	Visitors			
Date	Main	Wed	NW	TTL
11/5	12	0	0	12
11/12	8	0	0	8
11/19	13	0	0	13
11/26	13	0	0	13
	0	0	0	0

4 Week Average Attendance for this week in:	
2021:	2972
2022:	2799

LWCC - Brooklyn Park Campus Ave Attendance
900

December 2023

Date	Day	Time	Mtg	Compass	B-3	4-K	G 1-5	Youth	Span	Sanc	TTL	Speaker	Main Services	Online
11/29	Wed	7 p.m.	0	0	0	0	0	0	0	0	0	No Service due to Christmas Show?		
12/2	Sat	5 p.m.	0	0	2	14	3	0	0	1397	1,416	Christmas Show Jovonta Patton	3059 (22)	104 (411)
12/3	Sun	11 a.m.	0	20	70	51	5	0	232	1489	1,867	Christmas Show Jovonta Patton	3,283	238 (483)
12/3	NW	11 a.m.	0	0	7	16	13	13	0	165	214	P. Brandon & Heidi	3,497	
12/6	Wed	7 p.m.	6	2	8	9	35	55	66	116	297	P. Sean Miller		93 (180)
12/9	Sat	5 p.m.	0	0	9	6	17	0	0	347	379	P. Jim	2228 (22)	260 (1821)
12/10	Sun	9 a.m.	0	0	26	19	53	0	0	326	424	P. Mac		370 (1321)
12/10	Sun	11 a.m.	8	17	41	42	134	141	187	578	1,148	P. Mac	1,951	215 (993)
12/10	NW	11 a.m.	0	0	12	14	12	28	0	163	229	P. Brandon & Heidi	2,477	
12/13	Wed	7 p.m.	7	0	6	4	26	50	66	120	279	P. Dustin Sherry		81 (804)
12/16	Sat	5 p.m.	0	0	14	10	76	0	0	413	513	P. Mac	2041 (22)	226 (1411)
12/17	Sun	9 a.m.	17	0	31	23	104	0	0	593	768	P. Mac		324 (1386)
12/17	Sun	11 a.m.	0	17	61	46	164	153	214	695	1,350	P. Mac	2,631	195 (987)
12/17	NW	11 a.m.	0	0	12	17	15	32	0	205	281	Pastor Brandon & Heidi	3,191	
12/20	Wed	7 p.m.	0	0	5	4	16	62	67	88	242	P. Treena Haase		89 (1109)
12/23	Sat	5 p.m.	0	0	11	11	14	0	0	318	354	P. Jim	1842 (22)	201 (1784)
12/24	Sun	2 p.m.	0	0	0	0	0	0	284	1247	1,531	Christmas Eve Candlelight		104 (1031)
12/24	Sun	4 p.m.	0	0	0	0	0	0	0	1120	1,120	Christmas Eve Candlelight	3,005	127 (520)
12/24	NW	11 a.m.	0	0	0	0	0	0	0	0	0	No Service	3,247	
12/27	Wed	7 p.m.	0	0	0	0	0	0	0	0	0	No Service		00 (000)
12/30	Sat	4 p.m.	0	0	7	11	21	0	0	272	311	P. Jim	1842 (22)	251 (1882)
12/31	Sun	9 a.m.	17	0	24	19	22	0	0	291	373	P. Jim		331 (1256)
12/31	Sun	11 a.m.	0	18	61	46	115	127	202	635	1,204	P. Jim	1,888	228 (969)
12/31	NW	11 a.m.	0	0	13	12	13	14	0	121	173	P. Brandon	2,061	

4 Week Attendance	12/10	12/17	12/24	12/31	4 Wk Avg Attend
	2,477	3,191	3,247	2,061	2,744

LWCC - Brooklyn Park Campus Ave Attendance
1,153

4 Week Average Attendance for this week in:	
2023	2340
2022	3154

Visitors

Date	Main	Wed	NW	TTL
12/3	21	0	0	21
12/10	10	0	0	10
12/17	8	0	2	10
12/24	8	0	0	8
12/24	10	0	0	10

February 2024

Date	Day	Time	Mtg	Comp	B-3	4-K	G 1-5	Youth	Span	Sanc	TTL	Speaker	Total All Main Services	Online Viewing
1/31	Wed	7 p.m.	22	2	8	10	33	66	62	124	327	Worship Night		95 (1280)
2/3	Sat	5 p.m.	0	0	8	12	41	0	0	419	480	P. Jim	2433 (23)	254 (1599)
2/4	Sun	9 a.m.	0	0	40	21	64	0	0	491	616	P. Jim		352 (1411)
2/4	Sun	11 a.m.	0	20	61	50	142	0	293	822	1,388	P. Jim	2,484	210 (851)
2/4	NW	11 a.m.	0	0	12	19	16	12	0	155	214	P. Brandon	3,025	
2/7	Wed	7 p.m.	0	3	7	8	31	79	67	138	333	P. Baltimore		105 (1291)
2/10	Sat	5 p.m.	0	0	10	8	27	0	0	407	452	P. Jim	2564 (23)	114 (522)
2/11	Sun	9 a.m.	0	0	36	16	45	0	0	514	611	P. Jim		168 (592)
2/11	Sun	11 a.m.	0	16	57	45	132	152	228	726	1,356	P. Jim	2,419	116 (485)
2/11	NW	11 a.m.	0	0	12	21	14	18	0	156	221	P. Brandon	2,973	
2/14	Wed	7 p.m.	6	2	6	9	22	39	49	104	237	P. Baltimore		101 (755)
2/17	Sat	5 p.m.	0	0	10	10	22	0	0	386	428	P. Jim	3237 (23)	280 (1562)
2/18	Sun	9 a.m.	0	0	36	16	57	0	0	465	574	P. Mac		382 (1476)
2/18	Sun	11 a.m.	0	0	51	54	155	165	223	715	1,363	P. Mac	2,365	200 (975)
2/18	NW	11 a.m.	0	0	13	24	17	24	0	206	284	P. Brandon	2,886	
2/21	Wed	7 p.m.	5	3	16	19	40	74	58	598	813	erri Savelle Foy		235 (1342)
2/24	Sat	5 p.m.	0	30	13	18	37	0	0	416	514	P. Jim	2447 (23)	243 (1328)
2/25	Sun	9 a.m.	17	0	29	21	50	0	0	472	589	P. Mac		337 (880)
2/25	Sun	11 a.m.	0	17	62	51	157	158	281	716	1,442	P. Mac	2,545	198 (868)
2/25	NW	11 a.m.	0	0	14	19	7	21	0	176	237	P. Brandon	3,595	

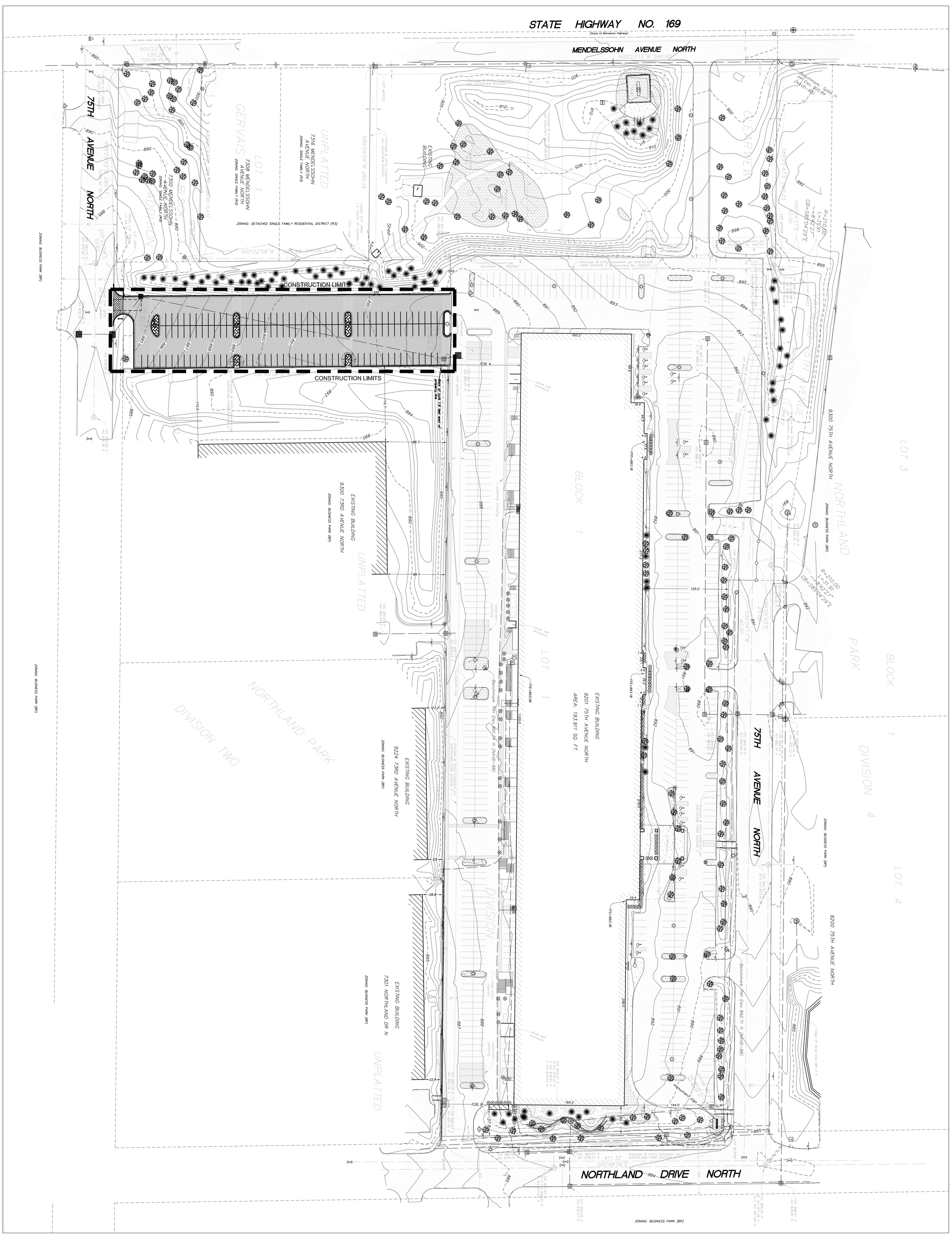
4 Week Attendance	2/4	2/11	2/18	2/25	4 Week Average Attendance
	3,020	2,973	2,886	3,595	3,119

4 Week Average Attendance for this week in:	
2022	3118
2021	2785

LWCC - Brooklyn Park Campus Ave Attendance

1001

	Visitors			
Date	Main	Wed	NW	TTL
2/4	4	0	0	4
2/11	7	0	0	7
2/18	16	6	6	28
2/25	17	0	0	0
	44	6	6	



1 L1.0 OVERALL SITE & CONSTRUCTION LIMITS
SCALE: 1"=50'

ATS&R
ARCHITECTURE ENGINEERING
PLANNING TECHNOLOGY
INTERIOR DESIGN LANDSCAPE ARCHITECTURE
8501 GOLDEN VALLEY ROAD
SUITE 300
MINNEAPOLIS, MINNESOTA 55427
TEL: 763 . 545 . 3731
FAX: 763 . 525 . 3289
WEB: www.atsr.com

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CONSULTANTS

REVISIONS

Play Field Conversion at L-Parking Lot

Maranatha Christian Academy
Living Word Christian Center

9201 75 th Avenue North
Brooklyn Park, Minnesota 55428

SIGNATURE / SEAL

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KEYPLAN

DRAWN BY
RJS

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CONSTRUCTION DOCUMENTS

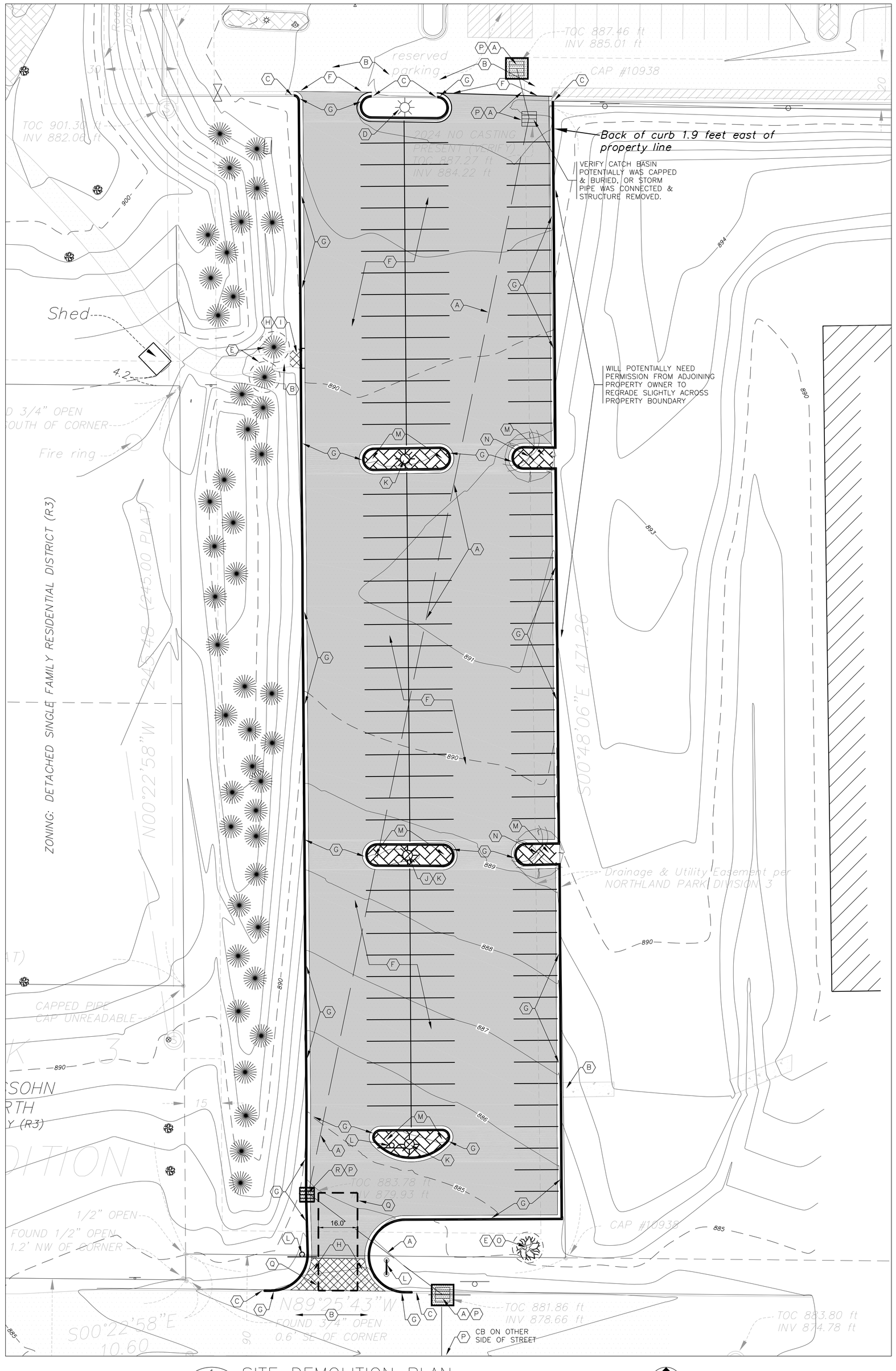
ISSUE DATE
FEBRUARY XX, 2024

SHEET NAME
OVERALL SITE AND CONSTRUCTION LIMITS PLAN

ATS&R PROJECT NO.
2 3 0 6 4

REVISION NO.

SHEET NUMBER
L1.0



1 L1.1 SITE DEMOLITION PLAN
SCALE: 1"=20'

0' 10' 20' 40'

SITE DEMOLITION GENERAL NOTES

THE EXISTING CONDITIONS SHOWN ON THIS DRAWING ARE PROVIDED BY THE OWNER AND REPRODUCED FOR REFERENCE ONLY FROM AN ORIGINAL SURVEY BY WESTWOOD PROFESSIONAL SERVICES INC., PROJECT No. 0005727, DATED 3/25/2015.

IN ACCORDANCE WITH STATE LAW, PRIOR TO EXCAVATION OR GRADING ON ANY SITE: UTILITIES MUST BE LOCATED. CALL GOPHER STATE ONE CALL AT 1-800-252-1166 OR 651-454-0002 TO SCHEDULE UTILITY LOCATIONS FOR THIS SITE. [MS 216D.01-216D.07]

CONTRACTOR SHALL HAVE ALL UNDERGROUND PUBLIC AND PRIVATE UTILITIES LOCATED PRIOR TO CONSTRUCTION. ALL OVERHEAD/UNDERGROUND UTILITIES NOT INDICATED TO BE REMOVED SHALL REMAIN.

CONTRACTORS SHALL BE RESPONSIBLE TO VISIT THE SITE AND BE COMPLETELY FAMILIAR WITH EXISTING SITE CONDITIONS, SITE FEATURES, AND SITE ACCESS. NO ADDITIONAL COMPENSATION WILL BE PROVIDED BY THE OWNER FOR THOSE ELEMENTS, FEATURES AND ACCESS ISSUES, IF SUCH SHOULD ARISE AND THAT ARE READILY KNOWN THROUGH A SITE VISIT.

CONTRACTOR TO COORDINATE ALL WORK IN THE R.O.W. WITH THE CITY OF BROOKLYN PARK, MN. CONTRACTOR TO FOLLOW CITY OF BROOKLYN PARK STANDARD SPECIFICATIONS IN THE R.O.W.

DO NOT BEGIN ANY CONSTRUCTION ACTIVITIES UNTIL RELATED TEMPORARY SITE EROSION CONTROL MEASURES ARE IN PLACE, AND HAVE BEEN INSPECTED BY GOVERNING AUTHORITY IF REQUIRED. (2 L1.1) (4 L1.1)

CONTRACTOR SHALL PROTECT EXISTING VEGETATION AND SITE FEATURES WHICH ARE TO REMAIN. ALL SITE FEATURES DAMAGED BY CONTRACTOR, NOT SCHEDULED TO BE REMOVED, SHALL BE REPAIRED/REPLACED BY CONTRACTOR TO OWNERS SATISFACTION AT NO ADDITIONAL COST TO THE OWNER. (3 L1.1)

PROTECT ALL EXISTING TREES WITHIN THE CONSTRUCTION OR STAGING AREAS TO REMAIN AT TREES DRIPLINE TO KEEP ALL MATERIAL AWAY AND OUT FROM BEING LOCATED ON TOP OF TREE ROOT ZONE. (3 L1.1)

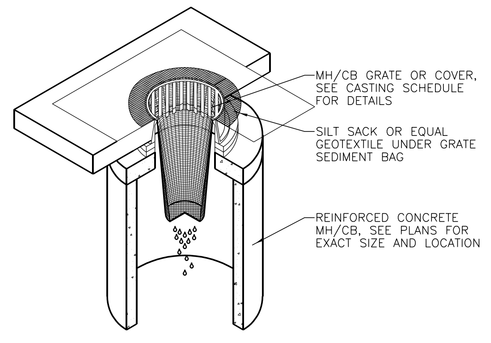
REMOVAL OF PAVEMENTS AND/OR CURBS SHALL INCLUDE REMOVAL OF FULL DEPTH BASE AGGREGATE MATERIAL, UNLESS OTHERWISE NOTED, OR AS APPROVED BY OWNER'S SOIL TESTING ENGINEER.

DEMOLITION PLAN KEYNOTES

- (A) PROTECT EXISTING ABOVE GRADE AND UNDERGROUND UTILITIES.
- (B) PROTECT EXISTING PAVEMENT TO REMAIN.
- (C) PROTECT CURB & GUTTER TO REMAIN.
- (D) PROTECT EXISTING LIGHT POLE TO REMAIN.
- (E) PROTECT EXISTING TREE(S) TO REMAIN. (3 L1.1)
- (F) SAWCUT AND REMOVE EXISTING BITUMINOUS PAVEMENT. REMOVE FULL DEPTH BITUMINOUS PAVEMENT AND AGGREGATE BASE MATERIAL.
- (G) REMOVE EXISTING CONCRETE CURB AND GUTTER. REMOVE FULL DEPTH BASE MATERIAL.
- (H) REMOVE EXISTING CONCRETE PAVEMENT TO NEAREST CONSTRUCTION JOINT. REMOVE EXISTING FULL DEPTH CONCRETE PAVEMENT AND AGGREGATE BASE MATERIAL.
- (I) REMOVE AND RECYCLE CAST IRON TRUNCATED DOME METAL PLATES.
- (J) REMOVE EXISTING SECURITY CAMERA – SEE ELECTRICAL PLAN – DELIVER ANY UNUSED SECURITY CAMERA COMPONENTS BACK TO OWNER.
- (K) REMOVE LIGHT POLE AND CONCRETE FOOTING. SALVAGE LIGHT POLE AND FIXTURE AND DELIVER TO OWNER.
- (L) REMOVE AND DISPOSE OF SIGN POST AND CONCRETE FOOTING(S), IF PRESENT. SALVAGE SIGN PANEL(S) AND/OR SIGNS AND DELIVER TO OWNER.
- (M) REMOVE AND DISPOSE OF BARK MULCH MATERIAL.
- (N) REMOVE TREE(S) AND VEGETATION – INCLUDING ALL STUMPS AND ROOTS.
- (O) PRUNE OFF WATERSPOUT GROWTH FROM BOTTOM OF TREE TRUNK, REMOVE AND DISPOSE OF TRIMMINGS.
- (P) PROVIDE STORM SEWER STRUCTURE INLET PROTECTION (2 L1.1)
- (Q) PROVIDE TEMPORARY ROCK CONSTRUCTION ENTRANCE (4 L1.1)
- (R) REMOVE CATCH BASIN CURB INLET STRUCTURE – SALVAGE TOP CASTING FOR REUSE INTO PROJECT PROVIDE NECESSARY CONCRETE RINGS OR TOP COVER – SEE L2.0

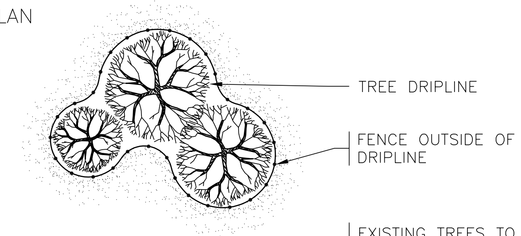
DEMOLITION LEGEND

- PROTECT TREES (3 L1.1)
- TREE REMOVALS
- CURB REMOVALS
- CONCRETE REMOVALS
- BITUMINOUS PAVEMENT REMOVALS
- EROSION & SEDIMENT INLET PROTECTION (2 L1.1)

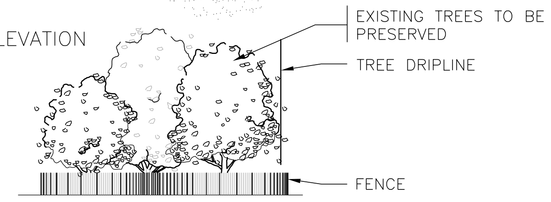


2 L1.1 EROSION & SEDIMENT CONTROL @ CATCH BASIN
NOT TO SCALE

PLAN

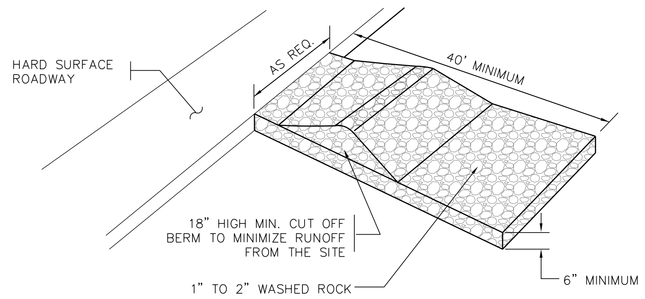


ELEVATION



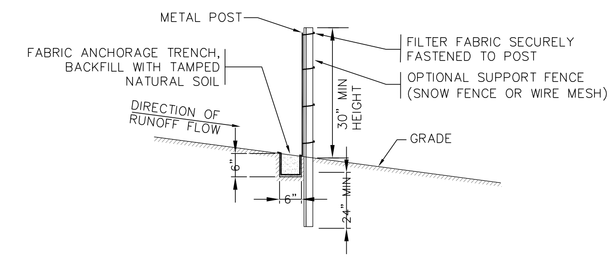
ERECT PROTECTIVE FENCE PRIOR TO ANY CONSTRUCTION ACTIVITY. DO NOT STORE ANY EQUIPMENT OR MATERIALS WITHIN THE PROTECTED AREA. REMOVE THE FENCE ONLY AFTER CONSTRUCTION OPERATIONS ARE COMPLETED.

3 L1.1 TREE PROTECTION
NOT TO SCALE



NOTE: SEPARATOR GEOTEXTILE FABRIC SHALL BE PLACED UNDER ROCK TO STOP FINE MATERIAL MIXING WITH ROCK

4 L1.1 TEMPORARY ROCK ENTRANCE
NOT TO SCALE



5 L1.1 SILT FENCE HEAVY DUTY
NOT TO SCALE

ATSR
ARCHITECTURE ENGINEERING
PLANNING TECHNOLOGY
INTERIOR DESIGN LANDSCAPE ARCHITECTURE
8501 GOLDEN VALLEY ROAD
SUITE 300
MINNEAPOLIS, MINNESOTA 55427
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FAX: 763.525.3289
WEB: www.atsr.com
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CONSULTANTS

REVISIONS

Play Field Conversion at L-Parking Lot
Maranatha Christian Academy
Living Word Christian Center
9201 75 th Avenue North
Brooklyn Park, Minnesota 55428

SIGNATURE / SEAL

FOR REFERENCE ONLY

NOT FOR CONSTRUCTION

KEYPLAN

DRAWN BY
RJS

CHECKED BY
DSB

ISSUED FOR
CONSTRUCTION DOCUMENTS

ISSUE DATE
FEBRUARY XX, 2024

SHEET NAME
SITE DEMOLITION PLAN

ATS&R PROJECT NO.
23064

REVISION NO.

SHEET NUMBER
L1.1



1 L2.0 SITE LAYOUT AND GRADING PLAN
SCALE: 1" = 20'

0' 10' 20' 40'

SITE LAYOUT GENERAL NOTES

ALL DIMENSIONS ARE TO THE BACK OF CURB UNLESS OTHERWISE NOTED. ALL COORDINATES ON RADII ARE TO CENTER OF RADIUS.

IF SHOWN, DIMENSIONS ARE TO PROPERTY LINE INTERSECTIONS, NOT IRONS SET OR FOUND.

ALIGN EDGES OF WALKS WITH BLDG. WALLS AND/OR STOOPS AS SHOWN UNLESS OTHERWISE NOTED.

SEE GRADING & UTILITY PLAN, FOR PAVEMENT GRADES AND SPOT ELEVATIONS.

INSTALL GUTTER SLOPES TO MATCH PAVEMENT GRADE.

CONTRACTOR TO COORDINATE ALL WORK IN THE R.O.W. WITH THE CITY OF BROOKLYN PARK. CONTRACTOR TO FOLLOW CITY OF BROOKLYN PARK STANDARD SPECIFICATIONS AND STANDARD DETAIL PLATES IN THE R.O.W.

CONTRACTOR SHALL HAVE ALL UNDERGROUND PUBLIC AND PRIVATE UTILITIES LOCATED PRIOR TO CONSTRUCTION.

DO NOT BEGIN CONSTRUCTION UNTIL RELATED TEMPORARY SITE EROSION CONTROL MEASURES ARE IN PLACE AND HAVE BEEN INSPECTED BY GOVERNING AUTHORITY, IF REQUIRED.

PROTECT ALL EXISTING TREES TO REMAIN FROM CONSTRUCTION ACTIVITY. INSTALL TREE PROTECTION MEASURES AROUND ALL TREES IN IMMEDIATE VICINITY OF CONSTRUCTION ACTIVITY.

COOPERATION WITH UTILITIES: THE PLANS SHOW ALL KNOWN UTILITIES LOCATED WITHIN AND ADJACENT TO THE LIMITS OF CONSTRUCTION ACCORDING TO INFORMATION OBTAINED FROM THE SURVEY, AND/OR THE OWNER, AND/OR THE VARIOUS UTILITY COMPANIES. THE ACCURACY OF THE PLANS IN THIS RESPECT IS NOT GUARANTEED. FOR UTILITIES AFFECTED BY THE WORK, THE CONTRACTOR SHALL LOCATE, IDENTIFY, DESCRIBE, AND SUBMIT RECORD DRAWINGS TO THE ARCHITECT/ENGINEER AND THE AFFECTED UTILITY COMPANY SHOWING LOCATIONS OF UTILITIES DIFFERING FROM THE PLANS OR DISCOVERY OF UNCHARTED UTILITIES.

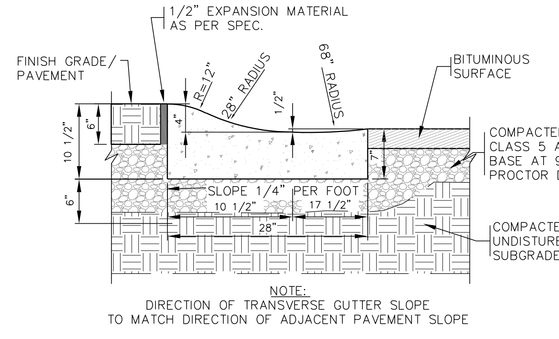
WATER LINES, SEWERS, GAS LINES, WIRE AND FIBER OPTIC LINES, SERVICE CONNECTIONS METER BOXES, VALVE BOXES, LIGHT STANDARDS, CABLEWAYS, SIGNALS, MANHOLES AND ALL OTHER UTILITY APPURTENANCES, INCLUDING ABOVE AND BELOW GRADE STRUCTURES, WITHIN THE LIMITS OF THE PROPOSED CONSTRUCTION WHICH ARE TO BE RELOCATED OR ADJUSTED ARE TO BE MOVED BY THE CONTRACTOR AT THEIR EXPENSE, EXCEPT AS NOTED ON THE PLANS, OR IN ACCORDANCE WITH THE UTILITY SUPPLIER REQUIREMENTS. THE CONTRACTOR SHALL PROVIDE COORDINATION FOR THE PROPER SEQUENCE OF RELOCATION, ADJUSTMENT OR REMOVAL.

LOCATIONS OF UTILITY SERVICES FROM THE POINT OF SUPPLY TO THE POINT OF CONNECTION WITH METERS, TRANSFORMERS OR OTHER PROJECT FACILITY SERVICE CONNECTION POINTS, EXCEPT SEWERS AND WATER, IF SHOWN, ARE SCHEMATICALLY LOCATED. THE CONTRACTOR SHALL PROVIDE COORDINATION FOR DETERMINATION OF FINAL LOCATIONS, AND SEQUENCE OF INSTALLATION, DIRECTLY WITH THE AFFECTED UTILITY COMPANY.

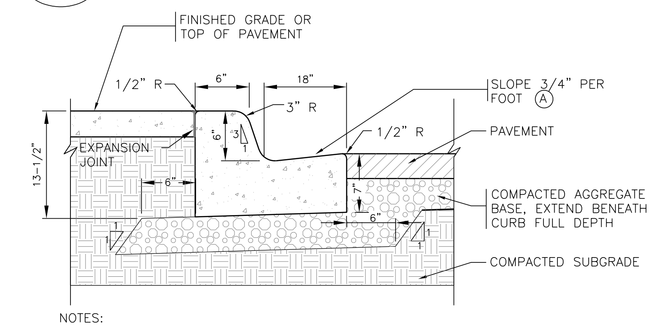
NO ADDITIONAL COMPENSATION WILL BE ALLOWED FOR COORDINATION AND SEQUENCING, DELAYS, INCONVENIENCE OR DAMAGE SUSTAINED BY THE CONTRACTOR DUE TO INTERFERENCE FROM THE UTILITIES AND APPURTENANCES OR THE OPERATIONS OF MOVING OR INSTALLING THEM.

SITE LAYOUT KEY NOTES

1. SURMOUNTABLE CONCRETE CURB AND GUTTER (2 L2.0)
2. B-618 CONCRETE CURB & GUTTER PER CITY STANDARDS MATCH EXISTING CURB TYPE & PROFILE (3 L2.0)
3. BITUMINOUS PAVEMENT INFILL/OVERLAP (4 L2.0)
4. EXPANSION JOINT (5 L2.0)
5. CONTRACTION JOINT (6 L2.0)
6. CONCRETE CURB TRANSITION TAPERED SECTION (7 L2.0)
7. RESTRIPE ANY AFFECTED PAVEMENT STRIPING
8. RECONSTRUCT INLINE CURB CATCH BASIN – PROVIDE NEW CONC. RINGS & TOP COVER AS NECESSARY – REINSTALL SALVAGED ROUND METAL CASTING
9. 6' HIGH CHAIN LINK FENCE
10. PROVIDE A MINIMUM OF 4-INCHES TOP SOIL, AND SOD ALL DISTURBED SITE AREAS AFFECTED BY THIS PROJECT.



2 L2.0 SURMOUNTABLE CURB & GUTTER
NOT TO SCALE



NOTES:

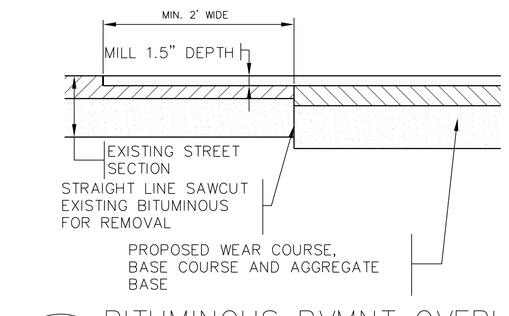
(A) DIRECTION OF TRANSVERSE GUTTER SLOPE TO MATCH ADJACENT PAVEMENT SLOPE. REVERSE LATERAL SLOPE TO MATCH PAVEMENT GRADE AT OUTFALL GUTTER.

(B) PROVIDE EXPANSION JOINTS AT 30' O.C. MAX., UNLESS OTHERWISE SHOWN.

(C) PROVIDE CONTRACTION JOINTS AT 10' O.C., MAX. MATCH ADJACENT STRUCTURES AND PAVEMENTS.

(D) ALL DIMENSIONS ARE TO BACK OF CURB UNLESS OTHERWISE NOTED.

3 L2.0 CONCRETE BARRIER CURB & GUTTER
REFER TO CITY STNDRD PLATE DTL NOT TO SCALE



4 L2.0 BITUMINOUS PVMNT OVERLAP
NOT TO SCALE

GRADING GENERAL NOTES

ALL SOILS TRACKED ON TO PAVED SURFACES ON SITE AND ROADWAYS SHALL BE REMOVED DAILY.

CONTRACTOR SHALL OBTAIN AND COMPLY WITH ALL NECESSARY GRADING AND EROSION CONTROL PERMITS. CONTRACTOR SHALL PROVIDE EROSION CONTROL MEASURES IN ACCORDANCE WITH THE BEST MANAGEMENT PRACTICES IN THE STATE OF MINNESOTA POLLUTION CONTROL AGENCY MANUAL "PROTECTING WATER QUALITY IN URBAN AREAS."

STOCKPILE SOILS FOR EARTHWORK OPERATIONS AS DIRECTED BY ARCHITECT OR OWNER'S REPRESENTATIVE. ALL STOCKPILING SHALL BE STABILIZED TO PREVENT EROSION.

CONTRACTOR SHALL HAVE ALL UNDERGROUND PUBLIC AND PRIVATE UTILITIES LOCATED PRIOR TO CONSTRUCTION.

DO NOT BEGIN GRADING UNTIL EROSION PROTECTION DEVICES ARE IN PLACE. MAINTAIN EROSION PROTECTION DEVICES UNTIL CONSTRUCTION IS COMPLETE AND PERMANENT TURF IS ESTABLISHED.

ALL AREAS VOID OF CONSTRUCTION ACTIVITY FOR MORE THAN 14 DAYS MUST BE TEMPORARILY SEEDED AND MULCHED.

MAINTAIN CONSTRUCTION FENCE UNTIL ALL WORK IS COMPLETED. CONTRACTOR SHALL PROVIDE PROPOSED LAYOUT OF CONSTRUCTION FENCE FOR REVIEW BY OWNERS REPRESENTATIVE, PRIOR TO CONSTRUCTION.

ROCK ENTRANCE TO BE PLACED AT ALL CONSTRUCTION ENTRANCES. CONTRACTOR SHALL PROVIDE PROPOSED LAYOUT OF CONSTRUCTION ENTRANCES FOR REVIEW BY OWNERS REPRESENTATIVE, PRIOR TO CONSTRUCTION. SEE (4 L1.1)

CONTRACTOR SHALL PROVIDE TREE PROTECTION FENCING AROUND ALL EXISTING VEGETATION WITHIN GENERAL CONSTRUCTION LIMITS AND MAINTAIN UNTILL ALL SITE WORK IS COMPLETED. NO EQUIPMENT, STORAGE OR STOCKPILING SHALL BE PERMITTED WITHIN THE DRIP LINE OF ANY EXISTING TREE ON-SITE. SEE (3 L1.1)

CONTRACTOR SHALL PROPERLY CLEAN PAVEMENT, AND ALL PAVEMENT AREAS SHALL BE DEEMED MARK FREE PRIOR TO TURNING OVER AREAS TO THE OWNER.

CONTRACTOR SHALL CLEAN STORM SEWER STRUCTURES AND PIPES OF SEDIMENT/DEBRIS PRIOR TO SUBSTANTIAL COMPLETION IF FOUND TO HAVE BEEN UNPROTECTED DURING ANY PORTION OF THE SITE CONSTRUCTION.

ALL SPOT ELEVATIONS ARE TO GRADE OR TOP OF PAVEMENT, UNLESS OTHERWISE NOTED, TC INDICATES TOP BACK OF CURB.

SEE SPECIFICATIONS FOR PAVEMENT HOLD-DOWNS AND SITE DIMENSION PLAN FOR LOCATIONS OF EACH PAVEMENT TYPE.

COOPERATION WITH UTILITIES: THE PLANS SHOW ALL KNOWN UTILITIES LOCATED WITHIN AND ADJACENT TO THE LIMITS OF CONSTRUCTION ACCORDING TO INFORMATION OBTAINED FROM THE SURVEY, AND/OR THE OWNER, AND/OR THE VARIOUS UTILITY COMPANIES. THE ACCURACY OF THE PLANS IN THIS RESPECT IS NOT GUARANTEED. FOR UTILITIES AFFECTED BY THE WORK, THE CONTRACTOR SHALL LOCATE, IDENTIFY, DESCRIBE, AND SUBMIT RECORD DRAWINGS TO THE ARCHITECT/ENGINEER AND THE AFFECTED UTILITY COMPANY SHOWING LOCATIONS OF UTILITIES DIFFERING FROM THE PLANS OR DISCOVERY OF UNCHARTED UTILITIES.

WATER LINES, SEWERS, GAS LINES, WIRE AND FIBER OPTIC LINES, SERVICE CONNECTIONS METER BOXES, VALVE BOXES, LIGHT STANDARDS, CABLEWAYS, SIGNALS, MANHOLES AND ALL OTHER UTILITY APPURTENANCES, INCLUDING ABOVE AND BELOW GRADE STRUCTURES, WITHIN THE LIMITS OF THE PROPOSED CONSTRUCTION WHICH ARE TO BE RELOCATED OR ADJUSTED ARE TO BE MOVED BY THE OWNERS OF THE UTILITIES AT THEIR EXPENSE , EXCEPT AS NOTED ON THE PLANS. THE CONTRACTOR SHALL PROVIDE COORDINATION FOR THE PROPER SEQUENCE OF RELOCATION, ADJUSTMENT OR REMOVAL.

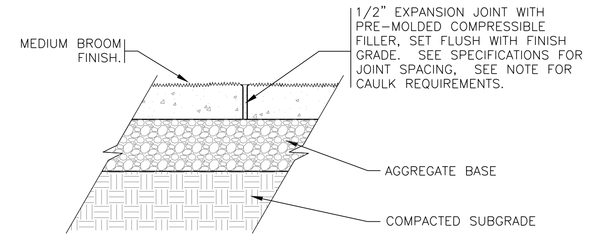
LOCATIONS OF UTILITY SERVICES FROM THE POINT OF SUPPLY TO THE POINT OF CONNECTION WITH METERS, TRANSFORMERS OR OTHER PROJECT FACILITY SERVICE CONNECTION POINTS, EXCEPT SEWERS AND WATER, IF SHOWN, ARE SCHEMATICALLY LOCATED. THE CONTRACTOR SHALL PROVIDE COORDINATION FOR DETERMINATION OF FINAL LOCATIONS, AND SEQUENCE OF INSTALLATION, DIRECTLY WITH THE AFFECTED UTILITY COMPANY.

NO ADDITIONAL COMPENSATION WILL BE ALLOWED FOR COORDINATION AND SEQUENCING, DELAYS, INCONVENIENCE OR DAMAGE SUSTAINED BY THE CONTRACTOR DUE TO INTERFERENCE FROM THE UTILITIES AND APPURTENANCES OR THE OPERATIONS OF MOVING OR INSTALLING THEM.

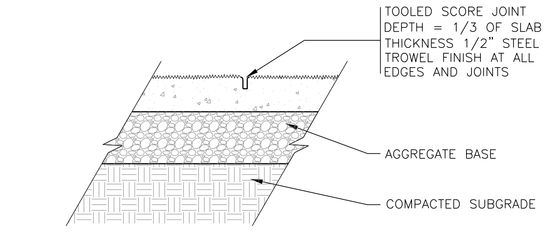
LEGEND

890	EXISTING CONTOUR
887	PROPOSED CONTOUR
HP	HP – HIGH POINT
LP	LP – LOW POINT
GB	G.B. – GRADE BREAK
ME	ME – MATCH EXISTING
886.00–TC 885.50–GL	TC – TOP CURB ELEVATION GL – GUTTER LINE ELEVATION
2%	DRAINAGE FLOW & PERCENT SLOPE
FFE=900.70	FFE – FINISH FLOOR ELEVATION
896.00–TW 892.50–BW	TW – TOP RETAINING WALL ELEVATION BW – WALL ELEVATION AT DESIGN GRADE

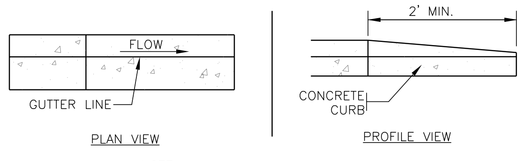
NOTE:
CAULK ALL EXPANSION JOINTS AT LOCATIONS ADJACENT TO BUILDING, CONCRETE STOOPS, AND COLUMNS, OR AS CALLED OUT IN THE SPECIFICATIONS. RECESS 1/2" FROM FINISHED GRADE, COVER TOP IF CAULKED.



5 L2.0 EXPANSION JOINT
NOT TO SCALE



6 L2.0 CONTRACTION JOINT
NOT TO SCALE



NOTE:
SPECIAL CURB SECTION SHALL BE USED AT THE END OF ALL CURBS.

7 L2.0 CONCRETE CURB & GUTTER
TRANSITION TAPERED SECTION NOT TO SCALE

ATSR
ARCHITECTURE ENGINEERING
PLANNING TECHNOLOGY
INTERIOR DESIGN LANDSCAPE ARCHITECTURE
8501 GOLDEN VALLEY ROAD
SUITE 300
MINNEAPOLIS, MINNESOTA 55427
TEL: 763.545.3731
FAX: 763.525.3289
WEB: www.atsr.com

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CONSULTANTS

REVISIONS

Play Field Conversion at L-Parking Lot
Maranatha Christian Academy
Living Word Christian Center
9201 75 th Avenue North
Brooklyn Park, Minnesota 55428

SIGNATURE / SEAL

FOR REFERENCE ONLY

NOT FOR CONSTRUCTION

KEYPLAN

DRAWN BY
RJS

CHECKED BY
XXX

ISSUED FOR
CONSTRUCTION DOCUMENTS

ISSUE DATE
FEBRUARY XX, 2024

SHEET NAME
SITE LAYOUT AND GRADING PLAN

ATS&R PROJECT NO.
23064

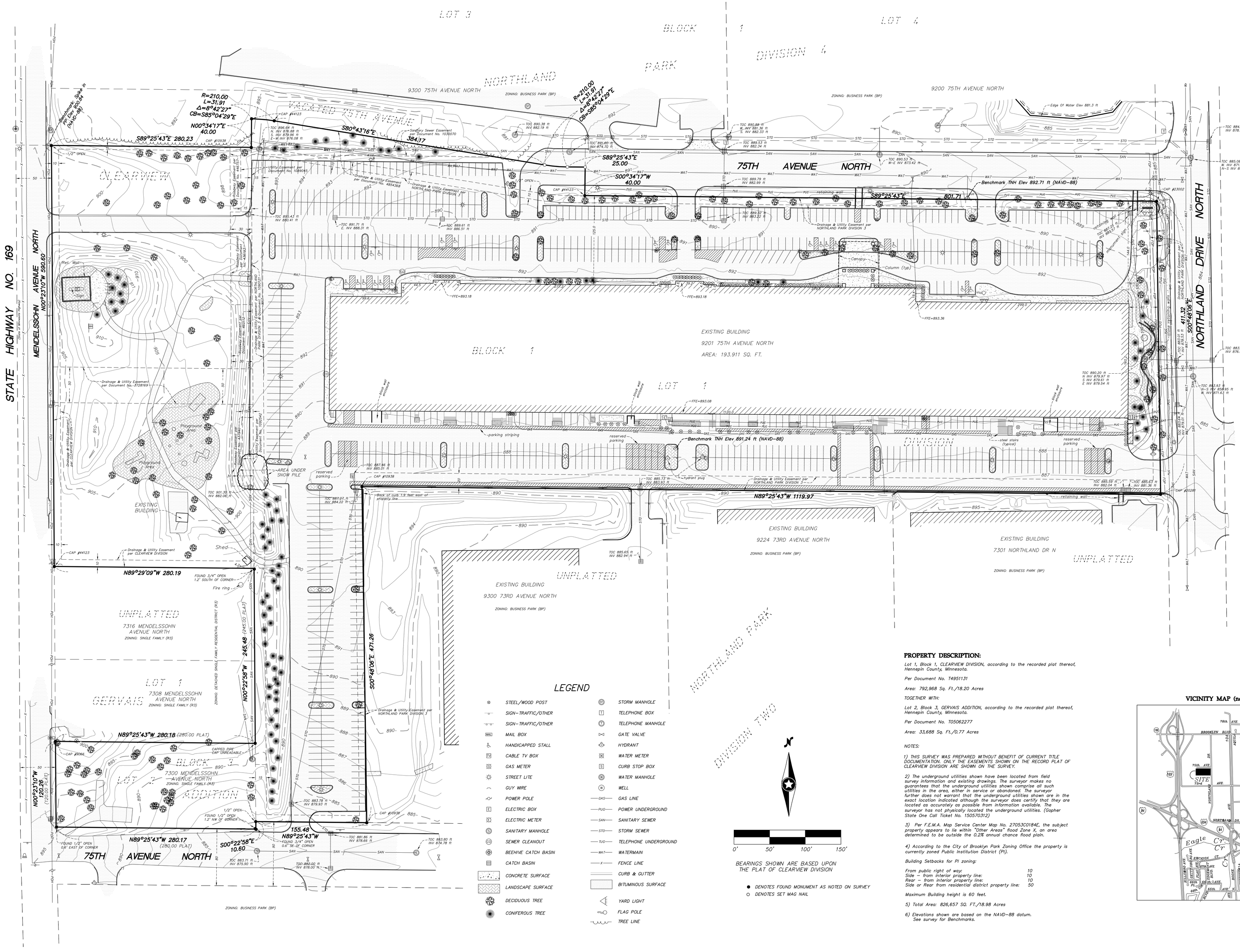
REVISION NO.

SHEET NUMBER
L2.0

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

SHEET INDEX
PAGE 36



LEGEND

STEEL/WOOD POST	STORM MANHOLE
SIGN–TRAFFIC/OTHER	TELEPHONE BOX
SIGN–TRAFFIC/OTHER	TELEPHONE MANHOLE
MAIL BOX	GATE VALVE
HANDICAPPED STALL	HYDRANT
CABLE TV BOX	WATER METER
GAS METER	CURB STOP BOX
STREET LITE	WATER MANHOLE
GUY WIRE	WELL
POWER POLE	GAS LINE
ELECTRIC BOX	POWER UNDERGROUND
ELECTRIC METER	SANITARY SEWER
SANITARY MANHOLE	STORM SEWER
SEWER CLEANOUT	TELEPHONE UNDERGROUND
BEEHIVE CATCH BASIN	WATERMAIN
CATCH BASIN	FENCE LINE
CONCRETE SURFACE	CURB & GUTTER
LANDSCAPE SURFACE	BITUMINOUS SURFACE
DECIDUOUS TREE	YARD LIGHT
CONIFEROUS TREE	FLAG POLE
	TREE LINE

0' 50' 100' 150'

BEARINGS SHOWN ARE BASED UPON THE PLAT OF CLEARVIEW DIVISION

● DENOTES FOUND MONUMENT AS NOTED ON SURVEY
○ DENOTES SET MAG NAIL

PROPERTY DESCRIPTION:

Lot 1, Block 1, CLEARVIEW DIVISION, according to the recorded plat thereof, Hennepin County, Minnesota.

Per Document No. T4951131

Area: 792,968 Sq. Ft./18.20 Acres

TOGETHER WITH:

Lot 2, Block 3, GERVAIS ADDITION, according to the recorded plat thereof, Hennepin County, Minnesota.

Per Document No. T05062277

Area: 33,688 Sq. Ft./0.77 Acres

NOTES:

1) THIS SURVEY WAS PREPARED WITHOUT BENEFIT OF CURRENT TITLE DOCUMENTATION. ONLY THE EASEMENTS SHOWN ON THE RECORD PLAT OF CLEARVIEW DIVISION ARE SHOWN ON THE SURVEY.

2) The underground utilities shown have been located from field survey information and existing drawings. The surveyor makes no guarantees that the underground utilities shown comprise all such utilities in the area, either in service or abandoned. The surveyor further does not warrant that the underground utilities shown are in the exact location indicated although the surveyor does certify that they are located as accurately as possible from information available. The surveyor has not physically located the underground utilities. (Gopher State One Call Ticket No. 150570312)

3) Per F.E.M.A. Map Service Center Map No. 27053C0184E, the subject property appears to lie within "Other Areas" flood Zone X, an area determined to be outside the 0.2% annual chance flood plain.

4) According to the City of Brooklyn Park Zoning Office the property is currently zoned Public Institution District (PI).

Building Setbacks for PI zoning:

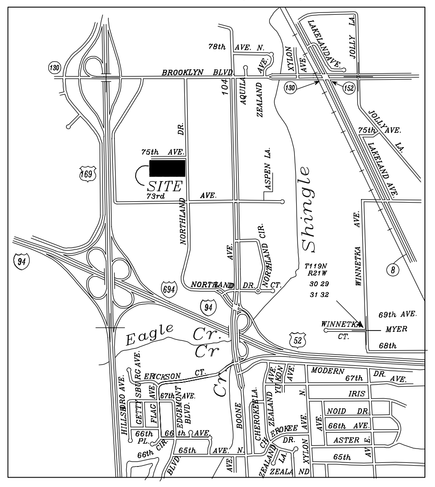
From public right of way:	*10*
Side – from interior property line:	*10*
Rear – from interior property line:	*10*
Side or Rear from residential district property line:	*50*

Maximum Building height is 60 feet.

5) Total Area: 826,657 SQ. FT./18.98 Acres

6) Elevations shown are based on the NAVD–88 datum. See survey for Benchmarks.

VICINITY MAP (no scale)



0005727.00SURV.dwg

Date: 3/25/15
Sheet: L1.0

Westwood
Phone (320) 253-9495 3701 12th Street North, Suite 206
Fax (320) 253-8737 St. Cloud, MN 56303
Toll Free (800) 270-9495 westwoodps.com
Westwood Professional Services, Inc.

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed LAND SURVEYOR under the laws of the State of Minnesota.
Terry T. Strus
Terry T. Strus
Date: 3/25/15 License No. 50319

Revisions:

Crew: RAW/JMP
Checked: TTS
Drawn: NAS
Record Drawing by/date:

Prepared for:
Living Word Christian Center

Lot 1, Block 1 CLEARVIEW DIVISION & Lot 2, Block 3 GERVAIS ADDITION
Brooklyn Park, MN

Topographic Survey





















City of Brooklyn Park
Request for Council Action

Agenda Item:	4.7	**Meeting Date:**	April 22, 2024
Agenda Section:	Consent	**Originating Department:**	Community Development
Resolution:	X	**Prepared By:**	Erin McDermott, Associate Planner
Ordinance:	N/A		
Attachments:	4	**Presented By:**	Paul Mogush, Planning Director
Item:	Precision Dent Removal - Conditional Use Permit #24-104 for auto oriented repair services at 8557 Wyoming Ave		

City Manager's Proposed Action:

MOTION _____, SECOND _____ TO WAIVE THE READING AND ADOPT RESOLUTION 2024-____ FOR THE APPROVAL OF A CONDITIONAL USE PERMIT FOR AUTO ORIENTED REPAIR SERVICES AT 8557 WYOMING AVENUE N # 4.

Overview:

Planning Commission:

The Planning Commission held a public hearing for this request at the April 10, 2024 Planning Commission Regular Meeting. No members of the public came to speak on this matter. The Planning Commission voted unanimously (6-0) to recommend the approval of the resolution as proposed.

Summary:

Precision Dent Repair is a company specializing in paintless dent repair. The application is for a Conditional Use Permit (CUP) for auto oriented repair services, which is allowed within the Business Park zoning district with a CUP (§ 152.342). The process of paintless dent repair does not involve repainting the vehicles being worked on, and does not utilize chemicals in this process. The applicant is not proposing auto body work, or repair services other than dent removal.

Previous Approvals:

This property was platted and developed in 1995 as part of the CIC NO. 1604 Wyoming Office Condo plat. The site is a condo development with each tenancy under individual ownership. The development went through site plan approvals at that time. There have been no additional applications on this site since the initial development.

Current Conditions:

The subject property is 1.3 acres, and is located north of 85th Avenue, between Highway 169 and Wyoming Avenue. The building was developed as a multitenant business park development, with office uses and professional services. There are 6 tenancies in this building, with shared parking and interior waste storage.

Future Land Use Plan	Business Park
Current Zoning	BP - Business Park
Proposed Zoning	BP - Business Park
Neighborhood	Commerce
Site Area	1.3 Acres

Conforms to:	
Land Use Plan	Yes
Zoning Code	Yes
Notification	Legal notice was published in the Sun Post, 24 Notices were mailed to properties within 500 feet, Proposed Development Sign was placed on the property, A Neighborhood email was sent to the Commerce neighborhood.
Timeline (MN §15.99) 60-day 120-day	 April 27, 2024 July 2, 2024

Land Use/Zoning and Overlay:

The site is zoned Business Park District (BP) and is within the Commerce neighborhood. The future land use for the property is Business Park. The adjacent properties to the north, south, east, and west are zoned Business Park. The site is not impacted by any overlay districts.

Conditional Use Permit:

Auto oriented repair services are considered a conditional use in the BP District (§ 152.342.01). Conditional uses must be reviewed against the standards of the Code (§ 152.035). The proposed use is evaluated below:

(D) Review Standards. The request may address the following factors, although the City Council, the Planning Commission, and city staff has the authority to request additional information from the applicant concerning operational factors pertaining to the proposed use or to retain experts with the consent and at the expense of the applicant concerning operational factors, when necessary to establish performance conditions to effect the intent of this chapter.

(1) Comprehensive Plan. Compliance with the Comprehensive Plan, public facilities and capital improvement plans, and all sections of the City Code.

The Future Land Use of the Brooklyn Park 2040 Comprehensive Plan guides the property as Business Park. Auto oriented repair services are consistent with the Comprehensive Plan.

(2) *Traffic*. The generation and characteristics of the traffic associated with the use and its impact on the traffic volumes of and safety associated with driveway location on adjacent roads, sidewalks and trail connections.

Vehicular access to the site is provided from two existing access points along Wyoming Avenue, with a drive aisle to the rear of the building. The applicant provided anticipated traffic numbers, which have been reviewed by staff.

(3) *Parking.* The characteristics of the parking area of the use, including the number and design of parking spaces, landscaping, traffic circulation, drainage, and lighting. The city may require additional parking above that required in § 152.140 through 152.146.

This property is under condo ownership, with each property owner owning 7 parking spaces. Due to the nature of this business requiring the vehicles being worked on to be within the building during the repairs, the applicant has demonstrated that the spaces provided on site adequately serve the employees and customers on site.

(4) ***City services*. The provision of adequate public facilities and services to the site where the use is proposed and the ability of the existing infrastructure to absorb the additional demand for city services.**

There will be no change to the existing utilities serving the facility.

(5) ***Screening and landscaping*. The ability to screen and buffer incompatible off-site impacts of the proposed use on adjacent property and the surrounding neighborhood. The city may require additional landscaping or screening above that required in the specific zoning district.**

There will be no change to the exterior of the facility and this proposal will not require any change to the screening or landscaping. There is currently no outdoor waste enclosure, or alternative waste enclosure arrangement approved for this site. If outdoor waste storage is added, a waste enclosure is required, and must meet the requirements outlined in 152.150 Trash and Waste Enclosures.

(6) ***Architectural standards*. The degree that the site or building associated with the proposed use meets or exceeds the architectural design and landscaping standards for the district in which it is located. The city may require additional architectural standards above those required in the specific zoning district.**

There will be no new architectural development to the facility, and any modifications to the interior of the facility will be permitted accordingly prior to any construction.

(7) ***Other sections of the city code*. The applicant may be required to submit additional information demonstrating that the development is able to comply with any other applicable section of this chapter or the city code.**

There are no additional sections of the code applicable to this application request.

The required findings of § 152.035 have been addressed and Staff recommends approval of the CUP.

Conditions of Approval:

Staff recommends the adoption of this resolution Approving a Conditional Use Permit for auto oriented repair services at 8557 Wyoming Ave. with the following conditions:

1. All vehicles parked on this property must be parked on a paved surface.
2. Outdoor storage of tires and parts is not permitted.
3. The storage of vehicles for the sole purpose of salvage or recycling of parts is prohibited.
4. Parking of any vehicles associated with the business must be on site. On-street parking is prohibited. Double parking of vehicles is prohibited.
5. Deliveries and vehicle drop-offs must occur within designated loading areas on the property, on-street loading or deliveries are prohibited.
6. All vehicular repairs must occur within the building, screened from public view.
7. Vehicle sales are prohibited on this property.
8. The property must remain compliant with the property maintenance code.
9. The property must remain compliant with all fire safety protocols.
10. Prior to using the space for auto oriented repair services, applicant must work with the Brooklyn Park Building Department and Brooklyn Park Fire Department to obtain all necessary building permits in accordance with all applicable building codes and requirements.
11. Signage must comply with all requirements of City Code Chapter 150: Signs.
12. Waste storage must be in conformance with 152.150 Trash and Waste Enclosures, if outdoor waste storage is to be added, an enclosure must be constructed meeting the requirements of that section.

Primary Issues/Alternatives to Consider:

1. Approve the Conditional Use Permit as presented.
2. Approve the Conditional Use Permit with modifications.
3. Deny the Conditional Use Permit based on certain findings.

Budgetary/Fiscal Issues: N/A

Attachments:

4.7A CONDITIONAL USE PERMIT RESOLUTION
4.7B PLANNING COMMISSION MINUTES
4.7C LOCATION MAP
4.7D PLAN SET

RESOLUTION #2024-___

RESOLUTION FOR THE APPROVAL OF A CONDITIONAL USE PERMIT FOR AUTO ORIENTED REPAIR SERVICES AT 8557 WYOMING AVENUE N # 4.

Planning Commission File #24-104

WHEREAS, Precision Dent Removal has made application for a Conditional Use Permit under the provisions of Chapter 152 of the City Code on property legally described as:

CIC NO.1604 WYOMING OFFICE CONDOMINIUM, Hennepin County, Minnesota.

WHEREAS, the proposed development is consistent with the purposes of the Zoning District and the Comprehensive Plan; and

WHEREAS, the matter has been referred to the Planning Commission public hearing and who have given their advice and recommendation to the City Council; and

WHEREAS, the effect of the proposed use upon the health, safety and welfare of surrounding lands, existing and anticipated traffic conditions, and its effect on the neighborhood have been considered.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Park that a Conditional Use Permit is hereby approved for an auto oriented repair facility on the above-described parcel, subject to the following:

1. All vehicles parked on this property must be parked on a paved surface.
2. Outdoor storage of tires and parts is not permitted.
3. The storage of vehicles for the sole purpose of salvage or recycling of parts is prohibited.
4. Parking of any vehicles associated with the business must be on site. On-street parking is prohibited. Double parking of vehicles is prohibited.
5. Deliveries and vehicle drop-offs must occur within designated loading areas on the property, on-street loading or deliveries are prohibited.
6. All vehicular repairs must occur within the building, screened from public view.
7. Vehicle sales are prohibited on this property.
8. The property must remain compliant with the property maintenance code.
9. The property must remain compliant with all fire safety protocols.
10. Tenancies must be clearly marked with business names, hours and contact number.
11. All previously approved conditional use permits are hereby rescinded and replaced with this conditional use permit.
12. Waste storage must be in conformance with 152.150 Trash and Waste Enclosures, if outdoor waste storage is to be added, an enclosure must be constructed meeting the requirements of that section.

The petitioner shall be required to record a copy of this resolution with the Hennepin County Recorder and to pay all fees for said recording. Proof of said recording shall be filed promptly with the City.

UNAPPROVED MINUTES

MINUTES OF THE BROOKLYN PARK PLANNING COMMISSION
Regular Meeting – APRIL 10, 2024

6. PUBLIC HEARING

B. Planning Case #24-1104 (Precision Dent Removal) – Conditional Use Permit at 8557 Wyoming Avenue

Associate Planner McDermott introduced the application for a Conditional Use Permit (CUP) request from Precision Dent Removal. They stated that Staff recommends approval of the request with the noted conditions. They reviewed details of the site and adjacent uses, zoning, and proposed site plan.

Commission Chair Cavin opened the public hearing.

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

Commissioner Wako asked the number of employees as there are only seven parking space and street parking is not allowed. He asked if there would be sufficient space for the vehicles being repaired.

Associate Planner McDermott replied that the applicant has stated that there are three employees and all vehicles there to be repaired are in drivable condition and could park in the remaining four spaces, but all vehicles being repaired would be inside the building. They stated that the business has stated that this is adequate for the volume of vehicles they are repairing.

MOTION FRASER, SECOND UDOMAH, TO RECOMMEND APPROVAL OF A CONDITIONAL USE PERMIT FOR AUTO ORIENTED REPAIR SERVICES AT 8557 WYOMING AVENUE N #4, SUBJECT TO CONDITIONS IN THE DRAFT RESOLUTION.

MOTION CARRIED UNANIMOUSLY.

Planning Director Mogush stated the public hearing item is scheduled to be reviewed at the City Council meeting on April 22, 2024.



Conditional Use Permit
Case #24-104 – Precision Dent Removal
Area of Request (August 2023 Air Photo)
8557 Wyoming Ave N

Brooklyn Park



4.7D PLAN SET
PAGE 8

PROJECT INFORMATION

The property located at 8557 Wyoming Avenue N, Suite 4, Brooklyn Park, Minnesota is applying for a conditional use permit allowing a change of use from S-1 (Contractor Storage) to S-1 (Auto Body Repair). The property is a +/- 2,300 square foot, single-story, sprinkled building. The new tenant will be a paintless dent removal shop. The layout of the space will remain unchanged and no hazardous materials will be stored on site.

ACCESSIBLE ROUTES

2020 MINNESOTA ACCESSIBILITY CODE
SECTION 403 - WALKING SURFACES

403.5.1 General.
The clear width of an accessible route shall be 36 inches (915 mm) minimum.

Exception: The clear width shall be permitted to be reduced to 32 inches (815 mm) minimum for a length of 24 inches (610 mm) maximum provided the reduced width segments are separated by segments that are 48 inches (1220 mm) minimum in length and 36 inches (915 mm) minimum in width.

All accessible routes are compliant.

DOOR AND DOORWAYS

2020 MINNESOTA ACCESSIBILITY CODE
SECTION 404 - DOORS AND DOORWAYS

404.2.2 Clear width.
Doorways shall have a clear opening width of 32 inches (815 mm) minimum. Clear opening width of doorways with swinging doors shall be measured between the face of door and stop, with the door open 90 degrees. Openings more than 24 inches (610 mm) in depth at doors and doorways without doors shall provide a clear opening width of 36 inches (915 mm) minimum. There shall be no projections into the clear opening width lower than 34 inches (865 mm) above the floor. Projections into the clear opening width between 34 inches (865 mm) and 80 inches (2030 mm) above the floor shall not exceed 4 inches (100 mm).

All existing doors are compliant.

EXIT ACCESS

2020 MINNESOTA BUILDING CODE
SECTION 1017 - EXIT ACCESS TRAVEL DISTANCE

1017.2 Exit Access Travel Distance.
Occupancy S-1 (Storage), with sprinkler system.
Maximum exit access travel distance = 250 feet.

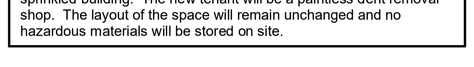
All travel distances are compliant - See schedule below.

TRAVEL DISTANCE SCHEDULE

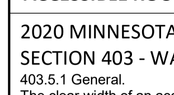
PATH	TRAVEL DISTANCE
PATH A	121' - 5"
PATH B	117' - 3"

CODE TAG AND PATTERN LEGEND

CODE ROOM TAG (1 HR)



CODE WALL RATING PATTERNS



RQUIRED SEPARATION OF OCCUPANCIES

Per Table 508.4, there is no separation required between S-1 and B occupancies.

OCCUPANT LOAD & MEANS OF EGRESS

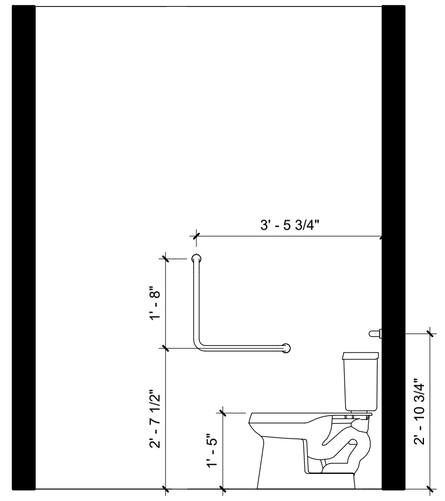
The total occupant load of Precision Dent Removal will be 33 occupants. The Conference Room and Reception area are set to B (Business) occupancy type for assembly. Both will consist of unconcentrated tables and chairs that are not fixed, allwoing for 15 square feet per occupant.

EXITS:

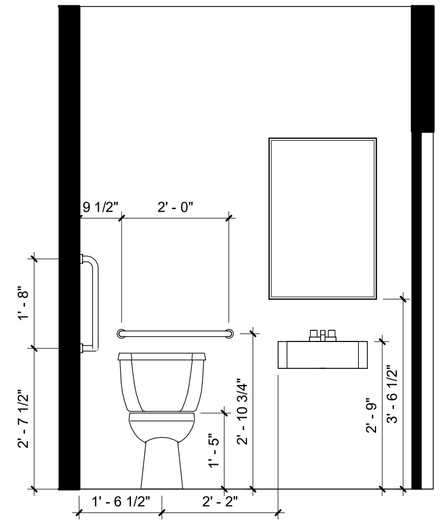
Occupant load per story between 1 and 500 occupants require two (2) exits per story

The minimum number of exits required for Precision Dent Removal is two (2).

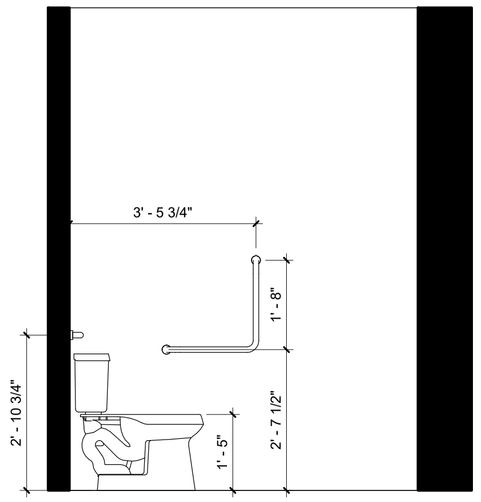
Exit requirements are met.



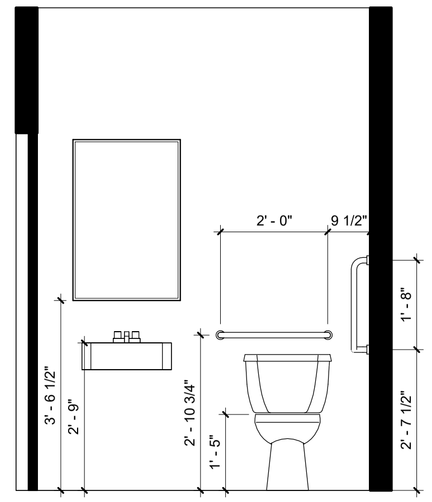
2 AC1.1 **RESTROOM 1 - GRAB BAR ELEVATION**
1/2" = 1'-0"



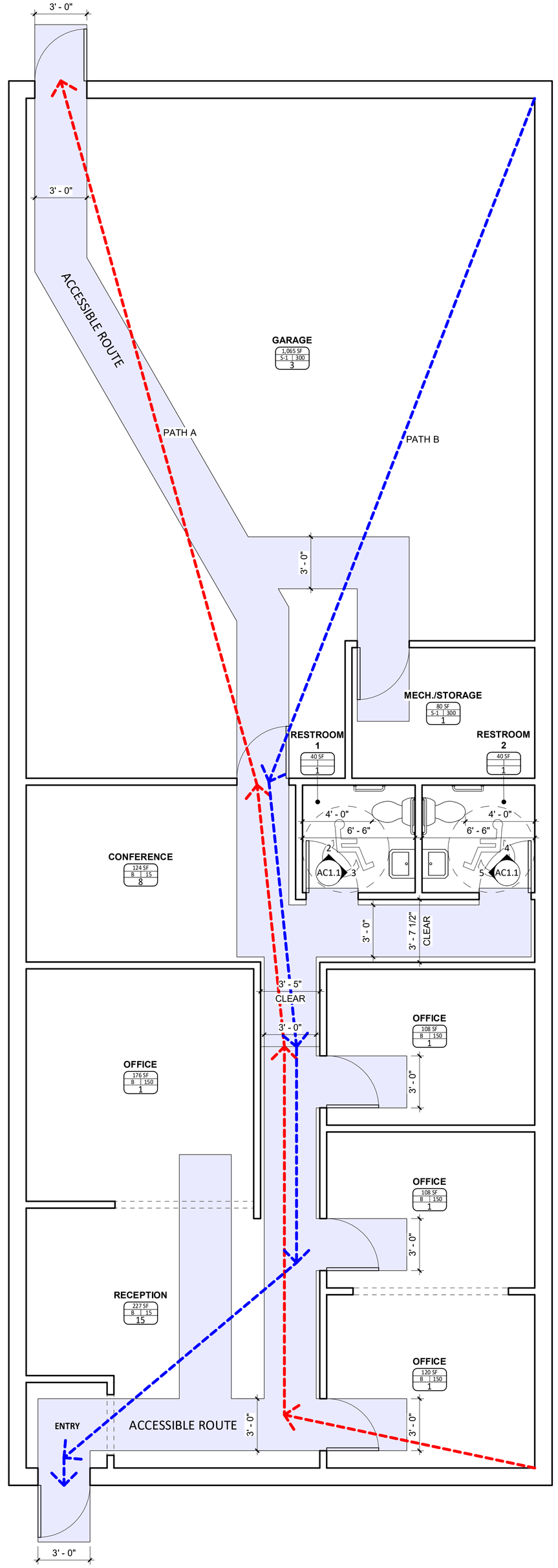
3 AC1.1 **RESTROOM 1 - LAVATORY ELEVATION**
1/2" = 1'-0"



4 AC1.1 **RESTROOM 2 - GRAB BAR ELEVATION**
1/2" = 1'-0"



5 AC1.1 **RESTROOM 2 - LAVATORY ELEVATION**
1/2" = 1'-0"



1 AC1.1 **MAIN FLOOR PLAN**
1/4" = 1'-0"

Scale: As indicated

PLAN NORTH

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Architect under the laws of the state of Minnesota.
Signature: Erik M. Hall
Typed or Printed Name: Erik M. Hall
Date: 02.16.2024 License Number: 61224

RESERVED

IRONWOOD ARCHITECTURE

02.16.2024

PROJECT DIRECTOR/CONST. ADMIN.:
N/A

DESIGNER:
N/A

Interior
N/A

PREPARED BY:
Erik Hall
IronWood Architecture LLC
erikhall@emharchitecture.com
(630) 400-5115

SHEET INDEX:
- AC1.1 - MAIN FLOOR CODE PLAN

Precision Dent Removal

8557 Wyoming Avenue N, Suite 4
Brooklyn Park, MN 55445

AC1.1
ARCHITECTURAL CODE PLAN

City of Brooklyn Park
Request for Council Action

Agenda Item:	4.8	**Meeting Date:**	April 22, 2024
Agenda Section:	Consent	**Originating Department:**	Community Development
Resolution:	X	**Prepared By:**	Erin McDermott, Associate Planner
Ordinance:	N/A		
Attachments:	4	**Presented By:**	Paul Mogush, Planning Director
Item:	**Redline Athletics** - Conditional Use Permit #24-105 for a Commercial Indoor Recreational Facility Over 2,450 Square Feet at 7115 Northland Terrace.		

City Manager's Proposed Action:

MOTION _____, SECOND _____ TO WAIVE THE READING AND ADOPT RESOLUTION 2024-___ FOR THE APPROVAL OF A CONDITIONAL USE PERMIT FOR A COMMERCIAL INDOOR RECREATIONAL FACILITY OVER 2,450 SQUARE FEET AT 7115 NORTHLAND TERRACE.

Overview:

Planning Commission:

The Planning Commission held a public hearing for this request at the April 10, 2024 Planning Commission Regular Meeting. No members of the public came to speak on this matter. The Planning Commission voted unanimously (6-0) to recommend the approval of the resolution as proposed.

Summary:

Redline Athletics is an athletic franchise that is planning to occupy a vacant tenant space in an existing building north of Highway 694 on the western border of Brooklyn Park. The application is for a Conditional Use Permit (CUP) for a commercial indoor recreational facility over 2,450 square feet, which is allowed within the zoning district with a CUP (§ 152.342). The applicant is proposing a performance center focused on specialized performance training programs.

Previous Approvals:

This property was platted in 1999 as part of the Northland Interstate Business Center 3rd Addition. The development went through site plan approvals at that time. There have been no additional applications on this site since the initial development.

Current Conditions:

The subject property is 4.84 acres, and is located north of Highway 694, between Highway 169 and Northland Terrace. The building was developed as a multitenant business park development, with office uses and professional services.

Future Land Use Plan	Business Park
Current Zoning	BP - Business Park
Proposed Zoning	BP - Business Park
Neighborhood	Northland
Site Area	4.84 Acres
Conforms to:	

Land Use Plan	Yes
Zoning Code	Yes
Notification	Legal notice was published in the Sun Post, 9 Notices were mailed to properties within 500 feet, Proposed Development Sign was placed on the property, A Neighborhood email was sent to the Northland neighborhood
Timeline (MN §15.99) 60-day 120-day	 April 26, 2024 July 1, 2024

Land Use/Zoning and Overlay:

The site is zoned Business Park District (BP) and is within the Northland neighborhood. The future land use for the property is Business Park. The adjacent properties to the north, south and east are zoned Business Park, with MNDOT right-of-way to the west.

Conditional Use Permit:

A commercial indoor recreational facility over 2,450 square feet is considered a conditional use in the BP District (§ 152.342.01). Conditional uses must be reviewed against the standards of the Code (§ 152.035). The proposed use is evaluated below:

(D) Review Standards. The request may address the following factors, although the City Council, the Planning Commission, and city staff has the authority to request additional information from the applicant concerning operational factors pertaining to the proposed use or to retain experts with the consent and at the expense of the applicant concerning operational factors, when necessary to establish performance conditions to effect the intent of this chapter.

(1) Comprehensive Plan. Compliance with the Comprehensive Plan, public facilities and capital improvement plans, and all sections of the City Code.

The Future Land Use of the Brooklyn Park 2040 Comprehensive Plan guides the property as Business Park. The Business Park uses include businesses and limited commercial. The commercial indoor recreational facility is consistent with the Comprehensive Plan.

(2) *Traffic*. The generation and characteristics of the traffic associated with the use and its impact on the traffic volumes of and safety associated with driveway location on adjacent roads, sidewalks and trail connections.

Vehicular access to the site is provided from one existing access points along Northland Terrace, with a shared drive to the abutting property to the south. During peak hours the applicant anticipates 30 vehicles per hour. The applicant provided anticipated traffic numbers, which has been reviewed by staff, and found to be sufficient.

(3) *Parking.* The characteristics of the parking area of the use, including the number and design of parking spaces, landscaping, traffic circulation, drainage, and lighting. The city may require additional parking above that required in § 152.140 through 152.146.

The applicant provided anticipated numbers of vehicles on site at 5-15 vehicles during sessions. Due to the nature of the services provided being outside of daytime hours, there is minimal overlap anticipated with adjacent tenants as those spaces are primarily employment based. There are 189 parking spots on this property of shared parking. There are no anticipated parking concerns.

(4) ***City services*. The provision of adequate public facilities and services to the site where the use is proposed and the ability of the existing infrastructure to absorb the additional demand for city services.**

There will be no change to the existing utilities serving the facility. Redline will continue to use water, electricity and gas, as required to support the health and welfare of the customers and employees on site.

(5) ***Screening and landscaping*. The ability to screen and buffer incompatible off-site impacts of the proposed use on adjacent property and the surrounding neighborhood. The city may require additional landscaping or screening above that required in the specific zoning district.**

There will be no change to the exterior of the facility and this proposal will not require any change to the screening or landscaping.

(6) ***Architectural standards*. The degree that the site or building associated with the proposed use meets or exceed the architectural design and landscaping standards for the district in which it is located. The city may require additional architectural standards above those required in the specific zoning district.**

There will be no new architectural development to the facility, and any modifications to the interior of the facility will be permitted accordingly prior to any construction.

(7) ***Other sections of the city code*. The applicant may be required to submit additional information demonstrating that the development is able to comply with any other applicable section of this chapter or the city code.**

Commercial indoor recreational facilities have additional standards required by Code (§ 152.344). These standards require adequate parking facilities for off-street parking, as well as conformance with lighting and pedestrian standards, the Sign code, and the Comprehensive Plan. Existing conditions of the site are consistent with these requirements.

The required findings of § 152.035 have been addressed and Staff recommends approval of the CUP.

Conditions of Approval:

Staff recommends the adoption of this resolution Approving a Conditional Use Permit for a Commercial Indoor Recreational Facility over 2,450 Square Feet at 7115 Northland Terrace with the following conditions:

1. Prior to using the space as an indoor recreation facility, the applicant must work with the Brooklyn Park Building Department to obtain all necessary building permits in accordance with all applicable building codes and requirements.
2. Signage must comply with all requirements of City Code Chapter 150: Signs.

Primary Issues/Alternatives to Consider:

1. Approve the Conditional Use Permit as presented.
2. Approve the Conditional Use Permit with modifications.
3. Deny the Conditional Use Permit based on certain findings.

Budgetary/Fiscal Issues: N/A

Attachments:

4.8A CONDITIONAL USE PERMIT RESOLUTION
4.8B PLANNING COMMISSION MINUTES
4.8C LOCATION MAP
4.8D PLAN SET

RESOLUTION #2024-___

RESOLUTION FOR THE APPROVAL OF A CONDITIONAL USE PERMIT FOR A COMMERCIAL INDOOR RECREATIONAL FACILITY OVER 2,450 SQUARE FEET AT 7115 NORTHLAND TERRACE.

Planning Commission File #24-105

WHEREAS, Nicholas Lucca of Redline Athletics has made application for a Conditional Use Permit under the provisions of Chapter 152 of the City Code on property legally described as:

Lot 1 Block 1 of Northland Interstate Business Center 3rd Addition, Hennepin County, Minnesota.

WHEREAS, the proposed development is consistent with the purposes of the Zoning District and the Comprehensive Plan; and

WHEREAS, the matter has been referred to the Planning Commission public hearing and who have given their advice and recommendation to the City Council; and

WHEREAS, the effect of the proposed use upon the health, safety and welfare of surrounding lands, existing and anticipated traffic conditions, and its effect on the neighborhood have been considered.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Park that a Conditional Use Permit is hereby approved for a commercial indoor recreational facility over 2,450 square feet on the above described parcel, subject to the following:

1. Prior to using the space as an indoor recreation facility, a new Certificate of Occupancy for the correct occupancy type must be obtained from Building Department in accordance with all applicable building codes and requirements.
2. Signage must comply with all requirements of City Code Chapter 150: Signs.

UNAPPROVED MINUTES

MINUTES OF THE BROOKLYN PARK PLANNING COMMISSION
Regular Meeting – APRIL 10, 2024

6. PUBLIC HEARING

C. Planning Case #24-105 (Redline Athletics) – Conditional Use Permit at 7115 Northland Terrace

Associate Planner McDermott introduced the application for a Conditional Use Permit (CUP) request from Redline Athletics. They provided information on the proposed location for a commercial indoor recreational facility, noting that Staff recommends approval of the CUP with conditions. They provided details on the site, its zoning, adjacent property uses, and of the site plan.

Nick Lucca (the applicant), introduced himself and stated that they are excited to become a part of the Brooklyn Park community.

Commission Chair Cavin opened the public hearing.

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

Commissioner Borer asked the type of recreation that would be inside the building and the anticipated traffic levels.

Mr. Lucca replied that they would provide youth athletic training for those eight to 18, estimating that ten to 12 vehicles would be onsite during the busiest time of operations. He noted that most parents drop their kids off for the session and come back for pickup. He stated that the parking will be more than ample as their prime time for business is after typical business hours.

Commission Chair Cavin thanked the applicant for bringing this concept to the community, noting that this is a great location, and he is excited to have the new business.

MOTION UDOMAH, SECOND BORER, TO RECOMMEND APPROVAL OF A CONDITIONAL USE PERMIT FOR A COMMERCIAL INDOOR RECREATIONAL FACILITY OVER 2,450 SQUARE FEET AT 7115 NORTHLAND TERRACE, SUBJECT TO CONDITIONS IN THE DRAFT RESOLUTION.

MOTION CARRIED UNANIMOUSLY.

Planning Director Mogush stated the public hearing item is scheduled to be reviewed at the City Council meeting on April 22, 2024.



Conditional Use Permit
Case #24-105 – Redline Athletics
Area of Request (August 2023 Air Photo)
7115 Northland Terrace N

Brooklyn Park



February 26, 2024

Conditional Use Permit Plan

Site Location:

7115 Northland Terrace, Suite 150, Brooklyn Park, MN, 55428
6,749 square feet

Business Description:

Redline Athletics – TC Northwest will be a franchised performance center offering specialized programs to develop core stability, speed improvement, running form and agility, and strength training. Our core offering is semi-private, instructor lead classes that focus on injury prevention, speed/agility, age-appropriate strength development, and recovery, while developing the work ethic and character of the athletes we train. We will also provide skills instruction for various sports, including baseball, softball, football, hockey, lacrosse, and more.

Development Plan:

To enable the effective operation of the sports performance center, there will be some minor construction required for the interior of the suite, with no impact on the structure of the building. The buildout process will include the raising of some interior drop-ceilings, and installation of turf flooring for the agility training space and rubber tiling for the strength training area (as shown in Exhibit 1 below). In the strength training section, we will be installing weight racks for free weight storage and training. Based on the building's established requirements, we will install compliant signage to the front façade of the facility, with no other exterior changes to be made. Once open, the facility will support four to eight semi-private and private performance training sessions for individuals and athletic teams in and around the Brooklyn Park area.

Anticipated Impacts

1. *Traffic*. This is expected to serve between 60-100 members per day, equating to 10-30 additional vehicles each hour during training sessions. See Exhibit 2 for the hourly estimates for vehicle and employee traffic.

2. *Parking*. The parking available to the business center at 7115 Northland Terrace N will adequately support the additional vehicle traffic for the employees and members attending training sessions. As our performance center specializes in the development of youth performance, we anticipate only 5-15 parking during a session at any time.

3. *City services.* There will be no change to the existing utilities servicing the facility. Redline will continue to use water, electricity and gas, as required to support the health and welfare of the customers and employees on site.

4. *Screening and landscaping.* There will be no change to the exterior of the facility and will not require any change to the screening or landscaping.

5. *Architectural standards.* There will be no new architectural development to the facility, and any modifications to the interior of the facility will be permitted accordingly prior to any construction.

Nicholas Lucca
Redline Athletics - TC Northwest
Franchise Owner

Exhibit 1: Anticipated Buildout Design

Square Footage: 6,749 ft^2

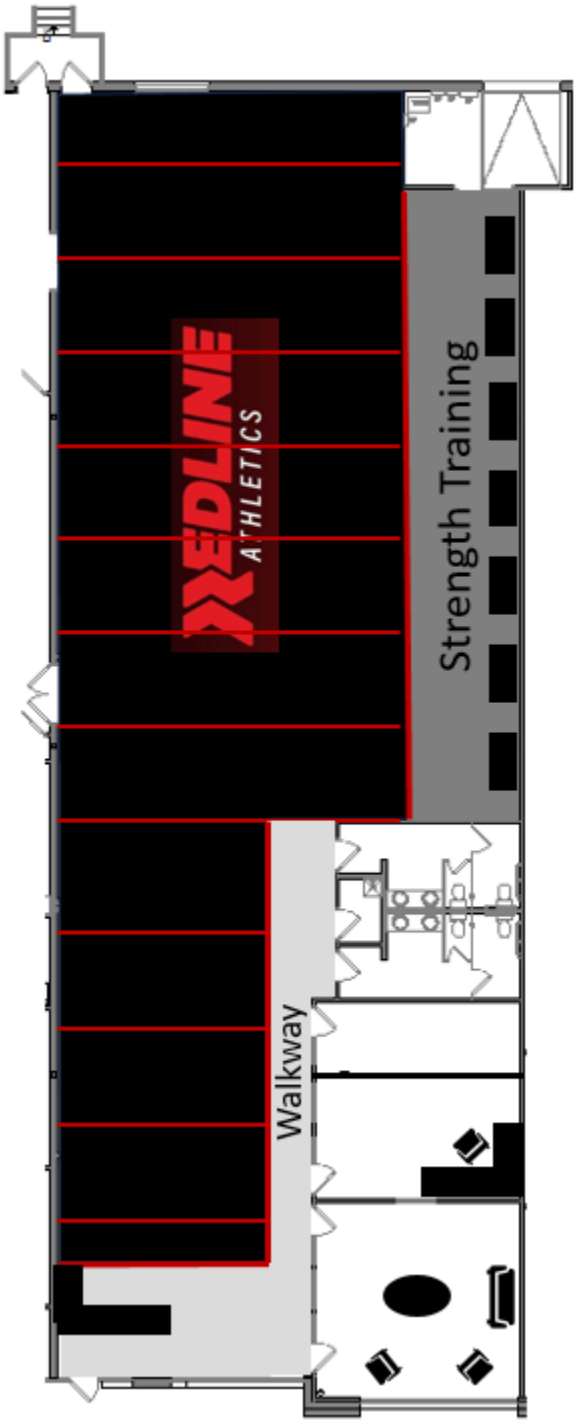
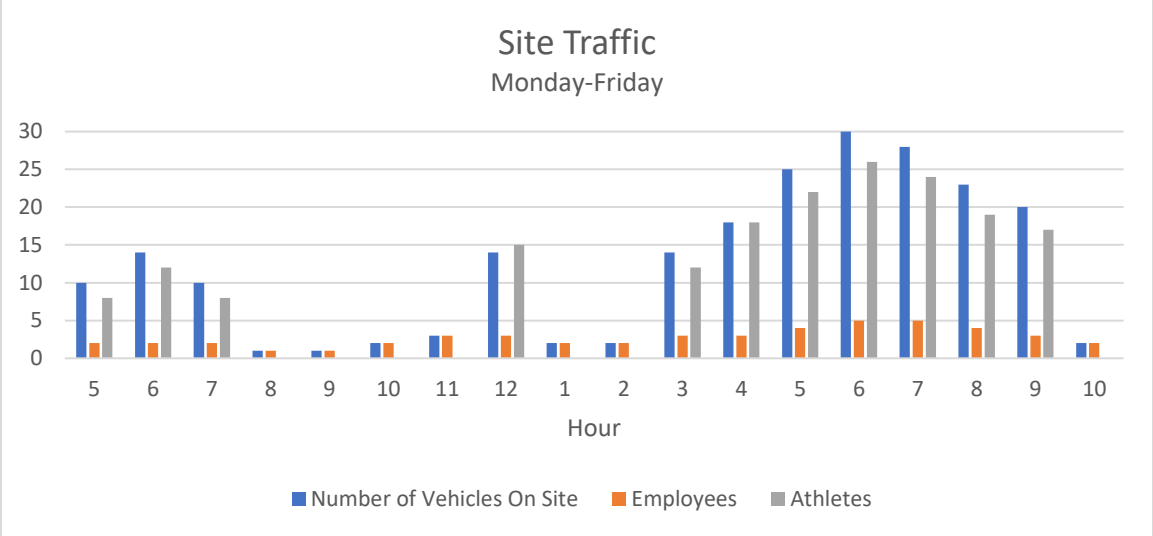
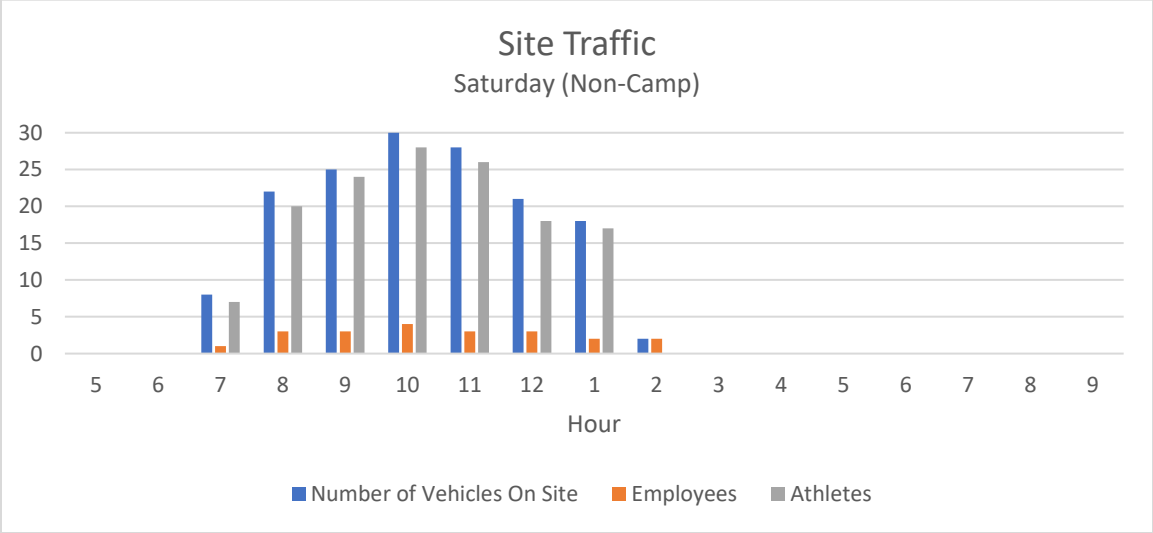
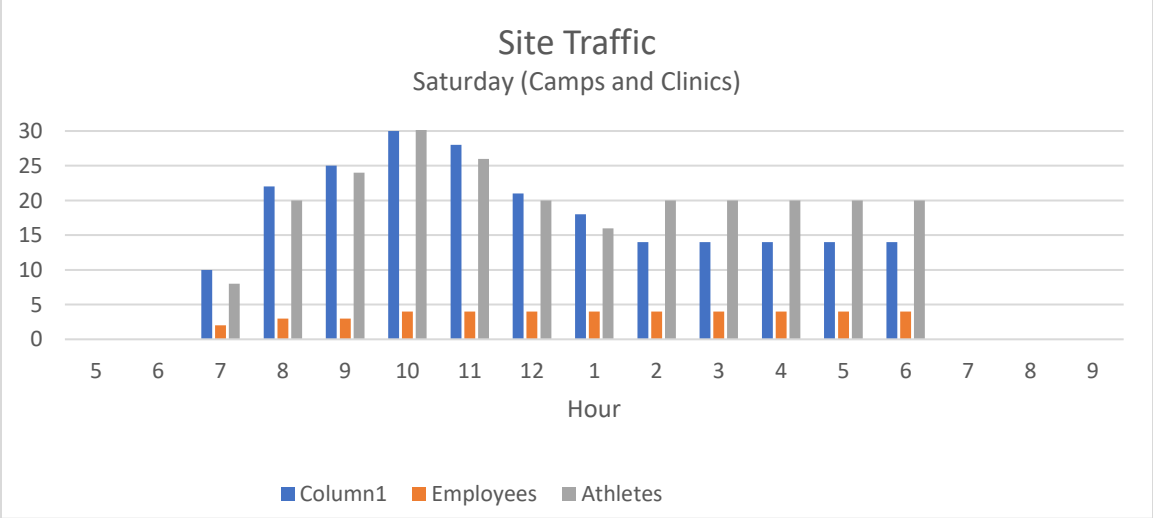


Exhibit 2: Estimated Traffic Rates







City of Brooklyn Park
Request for Council Action

Agenda Item:	4.9	**Meeting Date:**	April 22, 2024
Agenda Section:	Consent	**Originating Department:**	Community Development
Resolution:	X	**Prepared By:**	Erin McDermott, Associate Planner
Ordinance:	N/A		
Attachments:	4	**Presented By:**	Paul Mogush, Planning Director
Item:	**Rotation Engineering** – Planning Case #24-106 Site Plan Review for an Addition to an Existing Restaurant on a Property Zoned BP – Business Park.		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION 2024-___ FOR THE APPROVAL OF SITE PLAN REVIEW FOR THE CONSTRUCTION OF AN ADDITION TO THE EXISTING STRUCTURE AT 8800 XYLON AVE N.

Overview:

Planning Commission:

The Planning Commission held a public hearing for this request at the April 10, 2024 Planning Commission Regular Meeting. No members of the public came to speak on this matter. The Planning Commission voted unanimously (6-0) to recommend the approval of the resolution as proposed.

Summary:

This request is for the construction of an addition to the existing structure located at 8800 Xylon Avenue. This addition will expand the existing structure to the north, increasing the footprint of the structure by 26,928 square feet.

Land Use Plan	Business Park
Current Zoning	BP – Business Park
Proposed Zoning	No proposed change
Site Area	3.19 acres
Conforms to	
Land Use Plan	Yes
Zoning Code	Yes
Subdivision Ordinance	Yes
Notification	Legal notice was published in the Sun Post, 28 Notices were mailed to properties within 500 feet, Proposed Development Sign was placed on the property, A Neighborhood email was sent to the Shingle Creek neighborhood.
60- and 120- Days (§15.99)	April 29, 2024; June 28, 2024

Previous Approvals:

This property was subdivided as part of the Enterprise Park Plat in 1991. The property went through site plan review and the existing 38,273 square foot building was constructed in 1993. At the time of the original site plan approval, an addition was approved as part of a development plan. Due to the time elapsed, it was determined that a site plan was necessary. The proposal is in line with the previously approved development plan.

Current Conditions:

This site is developed with the existing 38,273 square foot building, with existing parking to the south and west of the property, as well as a staging area with outdoor storage to the south.

Land Use/Zoning (and Overlay):

This property is zoned BP – Business Park and is guided Business Park by the 2040 Comprehensive Plan. Warehouses are a permitted use within the BP zoning district, and this conforms to the Comprehensive Plan. This proposal meets all district setback requirements.

Proposed Development:

The applicant is proposing a 28,928 square foot addition with additional loading dock on the north side of the structure. The applicant provided ghost parking in the event that additional parking is needed, however, the applicant also provided proof of parking that the existing parking lot is adequate for the anticipated expansion.

Site Plan Review:

Site plans must be reviewed against the evaluation criteria required by the Code (§ 152.033).

Lighting:

A lighting plan was provided with light specifications showing the lighting of the addition will meet lighting requirements (§ 152.111)

Pedestrian Circulation:

This site does not currently meet Code requirements to necessitate sidewalks. Future improvements to adjacent roadways may necessitate the installation of sidewalks. (§ 152.131)

Parking:

This site has 80 existing parking stalls, 4 accessible stalls, and will add 4 additional parking spaces on the north side of the proposed structure. The parking code calculations for the site indicate 22 spaces are required for office space, 34 are required for the existing manufacturing space, and the spaces required for warehousing including both existing and proposed warehouse space requires a total of 78 spaces. The proposed total of 84 spaces meets code requirements. The applicant provided an additional 7 spaces in the proof of parking spaces that will not be constructed until a time when it is necessary. The existing structure has 3 loading docks, as required by code for the size of the existing structure. This addition exceeds the threshold requiring the addition of one loading dock, as proposed on the north side of the building.

Enclosures and Screening:

The proposed site has an existing waste enclosure which meets screening requirements for waste. The existing structure has a legally non-conforming unscreened rooftop HVAC unit. All rooftop HVAC units that are placed in different locations from the existing, or new rooftop HVAC units are required to meet screening requirements.

Landscaping:

The landscaping plan provided meets all prescribed landscaping requirements (§ 152.373). The site currently has 14 overstory trees, 53 shrubs, and 5 evergreen trees. This site requires 12 overstory trees, 344 shrubs, and 12 evergreen trees. This proposal indicates the installation of 7 evergreen trees, which satisfies the evergreen requirement as well as street tree requirement, as well as the addition of 292 shrubs to meet landscaping requirements.

Architectural Standards:

The proposed addition matches the existing structure and is composed of architecturally textured precast panels, which are Class I materials. All facades visible from the right of way include windows, doors, and a decorative stripe consistent with the existing building to mitigate the appearance of blank walls (§ 152.392).

Roadways:

The site is located on the corner of 89th and Xylon avenues, with two access points on Xylon Avenue and a proposed entrance on 89th Avenue.

Grading and Drainage:

There are no proposed changes to grading or drainage on the site, however, it was determined that additional drainage considerations are necessary for the construction of the proof of parking concept. Upon determination of the necessity to expand parking, the drainage requirements will be reviewed by the City.

Utilities:

The existing structure is already serviced by utilities, and the expansion of this restaurant can be supported.

The required findings of § 152.033 have been addressed and Staff recommends approval of the Site Plan Review.

Conditions of Approval:

Staff recommends the adoption of this resolution subject to the following conditions as listed in Section 5 of the resolution:

5.01 At the time additional parking is necessary, a review of the stormwater management is required to be approved by the City Engineer.

Primary Issues/Alternatives to Consider:

1. Recommend approval of the site plan as presented.
2. Recommend approval of the site plan with modifications.
3. Recommend denial the proposal based on certain findings.

Budgetary/Fiscal Issues: N/A

Attachments:

4.9A SITE PLAN RESOLUTION
4.9B PLANNING COMMISSION MINUTES
4.9C LOCATION MAP
4.9D PLAN SET

RESOLUTION #2024-

RESOLUTION FOR THE APPROVAL OF SITE PLAN REVIEW FOR THE CONSTRUCTION OF AN ADDITION TO THE EXISTING STRUCTURE AT 8800 XYLON AVE N.

Planning Commission File #24-106

WHEREAS, an application has been made by Shaw Construction for a Site Plan Review under the provisions of the City Code on properties legally described as:

Lot 2, Block 2 of Enterprise Park, Hennepin County, Minnesota

WHEREAS, the zoning of the property is BP – Business Park –in which warehouses are a permitted use; and

WHEREAS, the effect of the proposed use upon the health, safety, and welfare of surrounding lands, existing and anticipated traffic conditions, and its effect on the neighborhood have been considered; and

WHEREAS, the matter has been referred to the Planning Commission who held the public hearing on April 10, 2024.

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

The Site Plan Review for the construction of an addition to the existing structure is hereby approved with the following conditions:

1.00 DRAWINGS

1.01 Site, landscaping, and grading plans for the property on file in the City Clerk's office dated February 2, 2024 are approved, subject to conditions listed below.

2.00 BONDS, ESCROWS AND DIRECT PAYMENTS

2.01 A Development Contract and bonding shall be required as a development bond or letter of credit in the amount of **$_____.00**, a cash bond in the amount of **$_____.00**, and a developer's escrow in the amount of **$_____.00** as required by Chapter 152. The developer's escrow must be posted with the City to cover engineering, legal and administrative costs incurred by the City. If this account becomes deficient, it shall be the developer's responsibility to deposit additional funds. This must be done before final bonding obligations are complete.

3.00 REQUIRED DOCUMENTS

3.01 All utility construction, drainage, grading and development plans must be approved by the City Engineer prior to receiving a building permit.

4.00 GENERAL CONDITIONS

4.01 It shall be the developer's responsibility to keep active and up to date the developer's contract and financial surety (Letter of Credit, bonds, etc.). These documents must remain active until the developer has been released from any further obligation by City Council motion received in writing from the Engineering Department.

4.02 Before final bonding obligations are released, a certificate signed by a registered engineer must be provided. This certificate will state that all final lot and building grades are in conformance to drainage development plan(s) approved by the City Engineer.

4.03 No burying of construction debris shall be permitted on the site.

4.04 Dust control and erosion measures must be in place to prevent for dust and erosion including, but not limited to, daily watering, silt fences, and seeding. The City Engineer may impose measures to reduce dust and run-off.

4.05 Adequate dumpsters must be on site during construction. When full, they must be emptied immediately or replaced with an empty dumpster.

4.06 Signs must conform to the requirements of Chapter 150. The sign plans will be approved by staff to verify code compliance at time of building permit.

5.00 CONDITIONS

5.01 At the time additional parking is necessary, a review of the stormwater management is required to be approved by the City Engineer.

UNAPPROVED MINUTES

MINUTES OF THE BROOKLYN PARK PLANNING COMMISSION
Regular Meeting – APRIL 10, 2024

6. PUBLIC HEARING

D. Planning Case #24-106 (Rotation Engineering) – Site Plan Review at 8800 Xylon Avenue North

Associate Planner McDermott introduced the application from Rotation Engineering for a site plan review. They provided details on the site location and the request which would provide additional space for the existing business. They reviewed the proposed addition plans and a new access point for the loading dock. They stated that staff recommends approval subject to the conditions within the staff report.

The applicant was present to answer any questions that made come forward.

Commission Chair Cavin opened the public hearing.

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

Commissioner Udomah referenced the statement that this site does not meet Code requirements for pedestrian connection and asked how that would be addressed.

Associate Planner McDermott replied that there are planned improvements for 89th which will provide a sidewalk for everyone rather than a segment that would go nowhere.

Planning Director Mogush explained that this is not a subdivision request and therefore a sidewalk within the public right-of-way cannot be required.

Commission Chair Cavin commented that this is a pretty large expansion to the building and asked if any sustainability measures were incorporated.

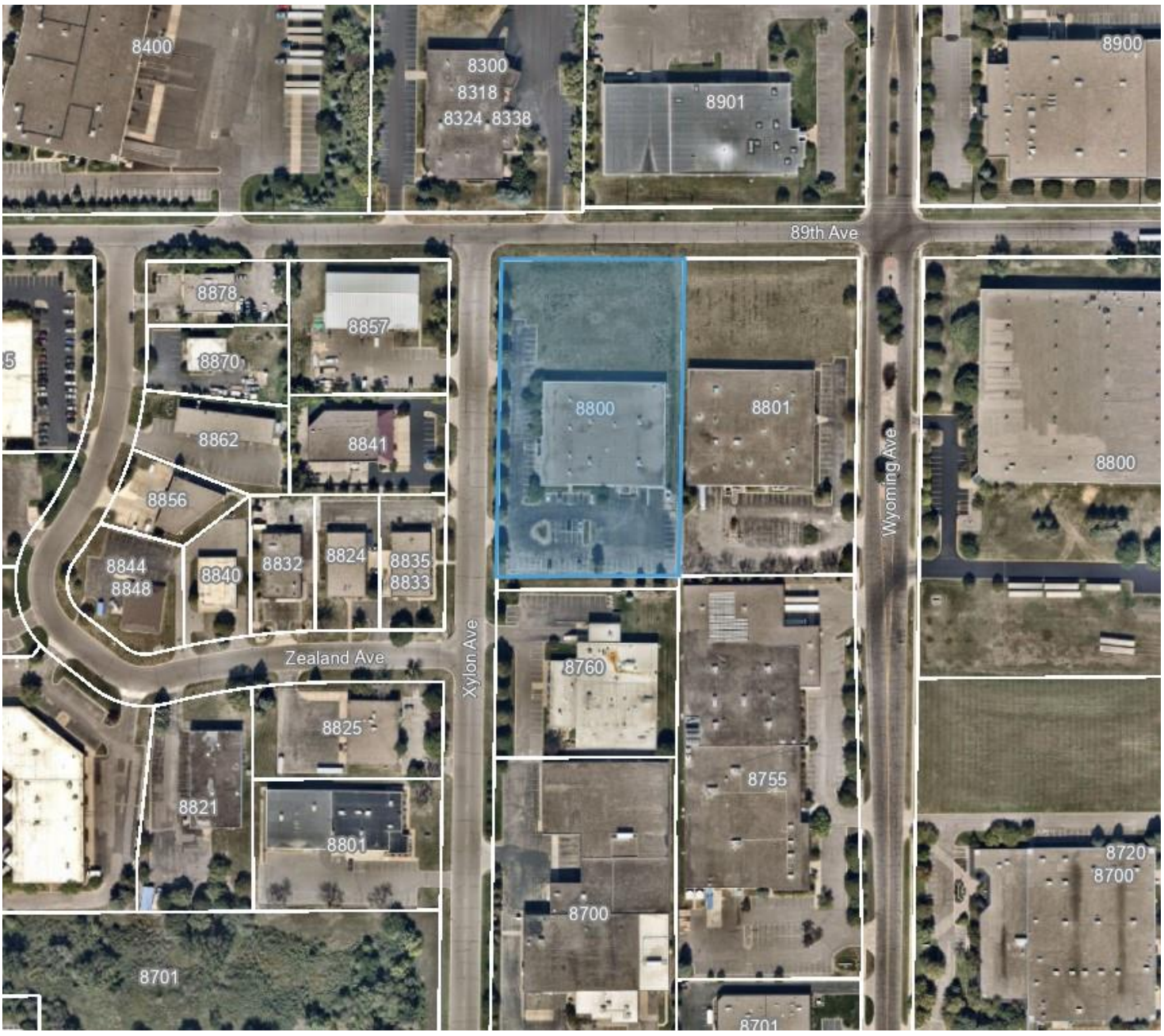
Associate Planner McDermott replied that the Code does not require those types of improvements, although Staff does encourage those elements.

Commissioner Arah asked if the additional business space would equate to additional semitruck traffic coming to and from the site to transport the additional products.

Associate Planner McDermott replied that the traffic engineer did review the site for additional semi-trucks traffic and determined the site and roads would be sufficient. They stated that this business is original to the site 30 years ago and the expansion has always been planned, therefore, an increased level of traffic was always anticipated for this site.

MOTION BORER, SECOND WAKO, TO RECOMMEND APPROVAL OF A SITE PLAN REVIEW FOR THE CONSTRUCTION OF AN ADDITION TO THE EXISTING STRUCTURE AT 8800 XYLON AVENUE N, SUBJECT TO CONDITIONS IN THE DRAFT RESOLUTION.

MOTION CARRIED UNANIMOUSLY.



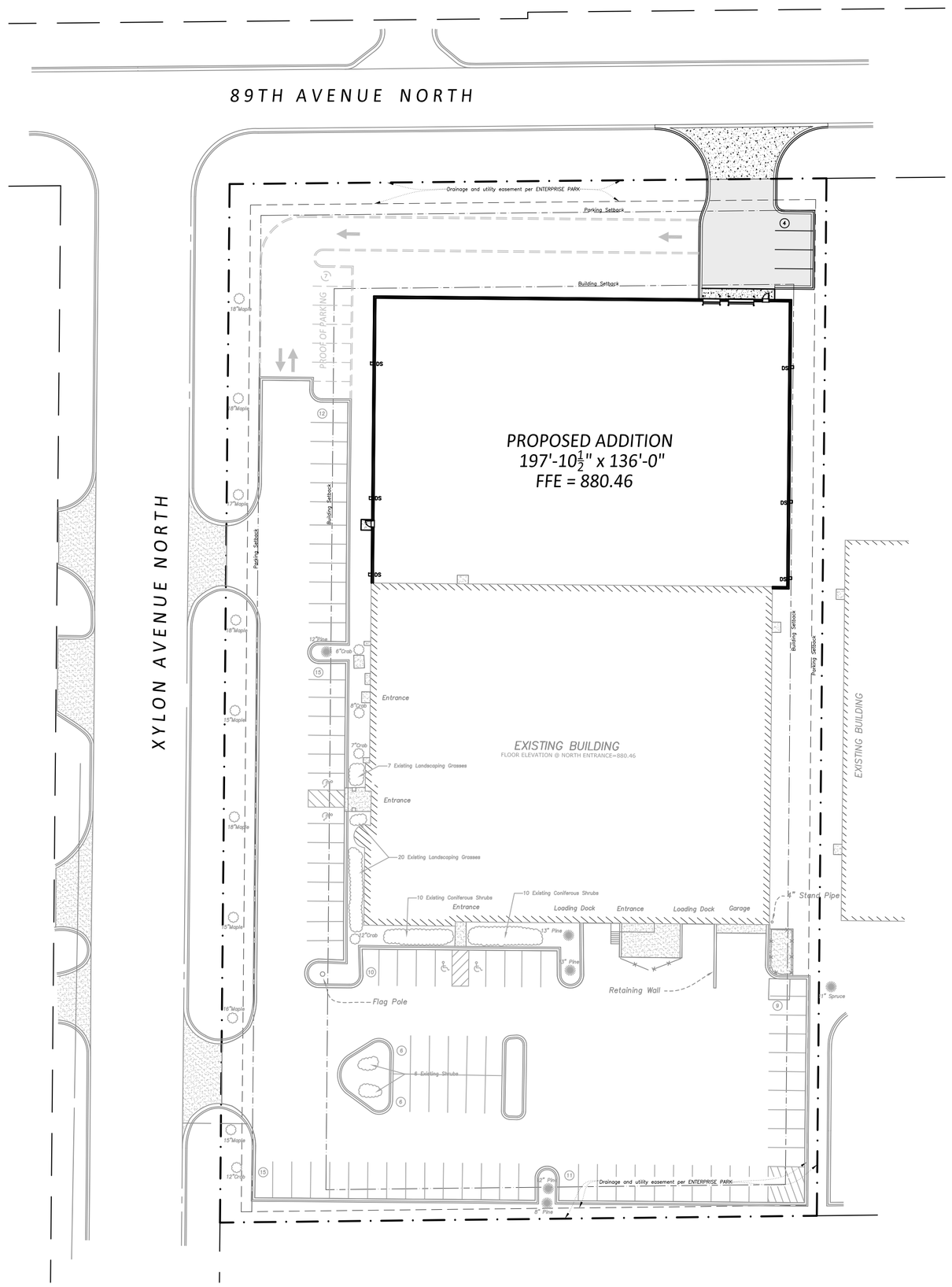
Site Plan Review
Case #24-106 – Rotation Engineering
Area of Request (August 2023 Air Photo)
8800 Xylon Ave N

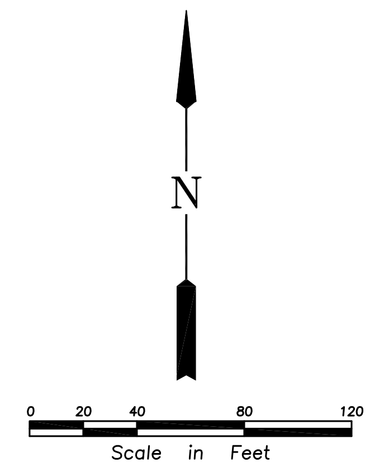
Brooklyn Park



ROTATION ENGINEERING ADDITION

8800 XYLON AVENUE NORTH
BROOKLYN PARK, MN 55445





SHEET INDEX

TITLE	SHEET NO.
COVER SHEET	C0
SITE DEMOLITION PLAN	C1
SITE DIMENSION PLAN	C2
GRADING, DRAINAGE & EROSION CONTROL PLAN	C3
UTILITY PLAN	C4
DETAILS & SPECIFICATIONS	C5
LANDSCAPE PLAN	L1

SHAW
CONSTRUCTION
7685 Corporate Way
Eden Prairie, MN 55344-2021
952-937-8214
952-934-9433 Fax
www.shawconstruct.com

REHDER & ASSOCIATES, INC.
Civil Engineers & Land Surveyors
3440 Federal Drive, Suite 110
Eagan, MN 55122
Telephone: 651-452-5051
www.rehder.com

PROJECT NO.: 241-2552.031 DRAWING NO.: 2552031.DWG

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

PRELIMINARY

Name Nicholas P. Adam Date Reg. No. 43856

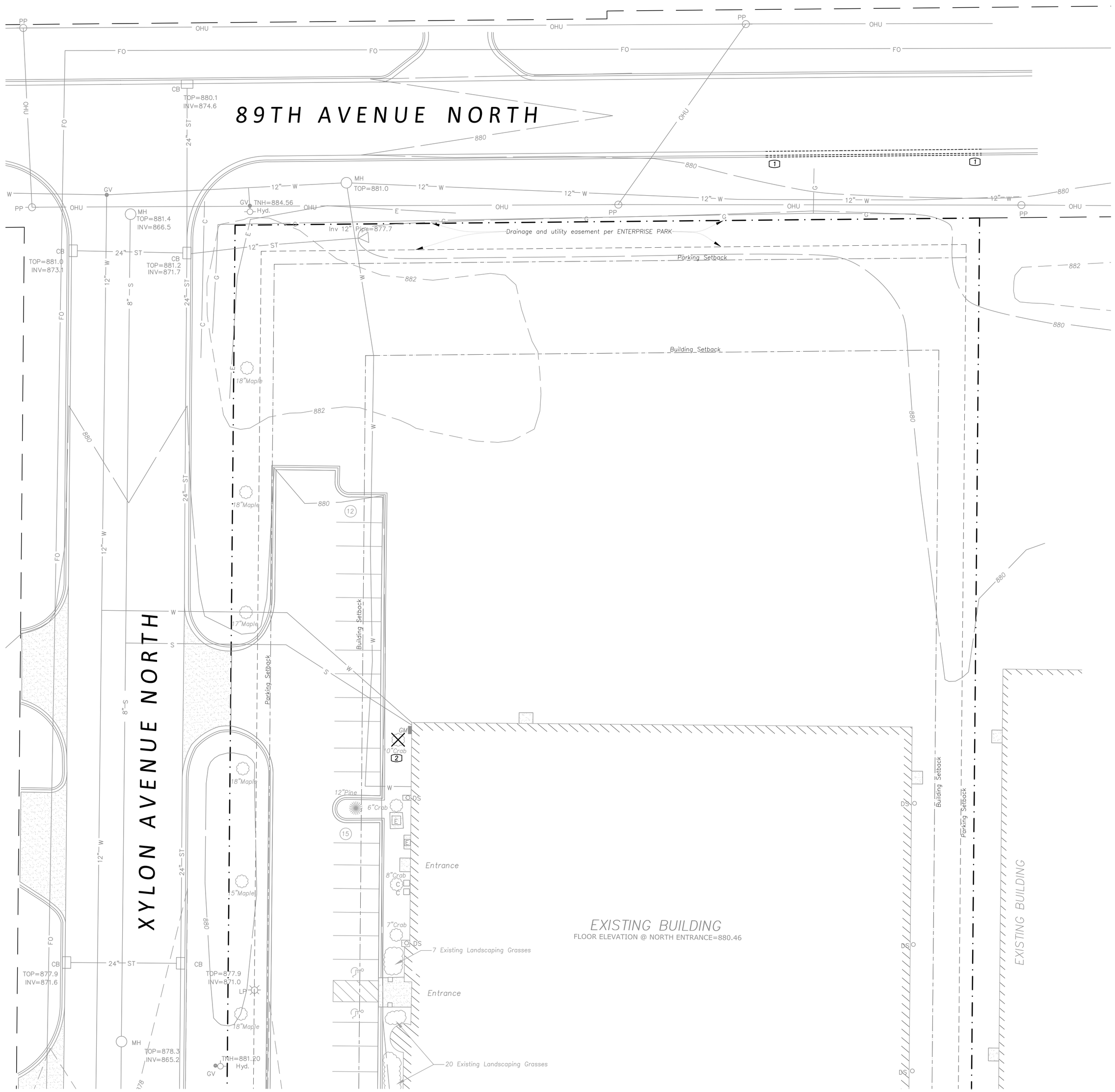
Issued

SITE PLAN SUBMITTAL	2-29-24

COVER SHEET
ROTATION ENGINEERING ADDITION
CITY OF BROOKLYN PARK

SHEET NUMBER

C0



DEMOLITION NOTES

1 – Remove concrete curb & gutter
2 – Remove existing tree

LEGEND

- BOUNDARY/ROW/BLOCK LINE
- EASEMENT
- BUILDING/PARKING SETBACK LINE
- W — EXISTING WATERMAIN
- S — EXISTING SANITARY SEWER
- ST — EXISTING STORM SEWER
- FO — EXISTING BURIED FIBER OPTIC
- G — EXISTING BURIED GAS LINE
- E — EXISTING BURIED ELECTRIC LINE
- C — EXISTING BURIED COMMUNICATION LINE
- 980 — EXISTING CONTOUR
- x 995.50 EXISTING ELEVATION

N

0 10 20 40 60
Scale in Feet

GOPHER STATE ONE CALL

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TWIN CITY AREA 651-454-0002
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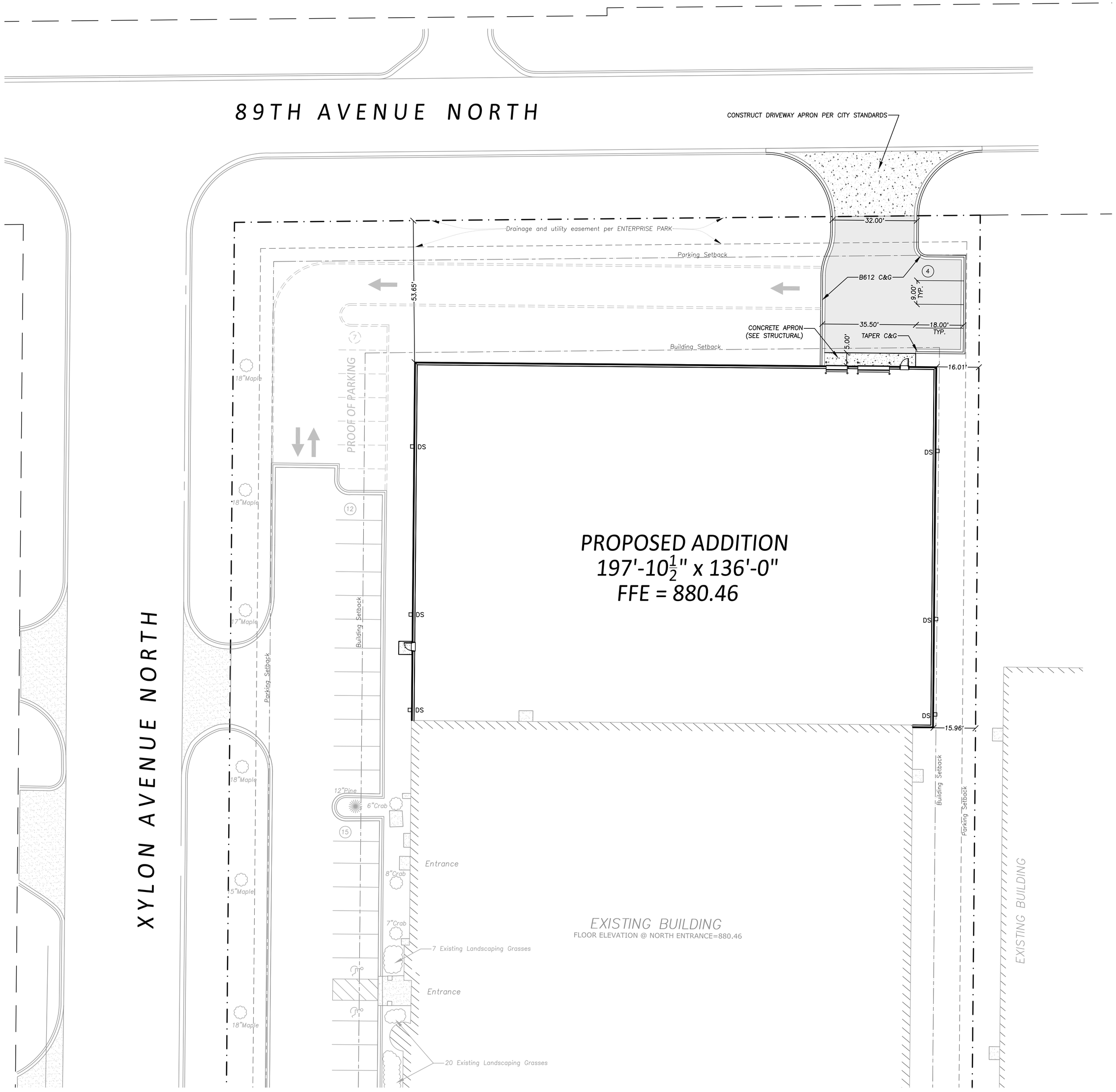
PRELIMINARY

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Issued
SITE PLAN SUBMITTAL 2-29-24

SITE DEMOLITION PLAN
ROTATION ENGINEERING ADDITION
CITY OF BROOKLYN PARK

SHEET NUMBER
C1



ZONING SUMMARY

ZONING DISTRICT = BP
PROPOSED USE = MANUFACTURING & WAREHOUSE
PARKING SETBACK = 15' FRONT, 5' SIDE
BUILDING SETBACK = 50' FRONT, 15' SIDE

SITE SUMMARY

SITE AREA = 3.19 ACRES
DISTURBED AREA = 0.97 ACRES
EXISTING IMPERVIOUS AREA = 1.72 ACRES (54%)
POST CONSTRUCTION IMPERVIOUS AREA = 2.40 ACRES (75%)
POST CONSTRUCTION IMPERVIOUS AREA W/PROOF OF PARKING = 2.54 ACRES (80%)
POST CONSTRUCTION BUILDING FOOTPRINT = 1.32 ACRES (57,545 S.F.)

PARKING STALLS REQUIRED

EXISTING OFFICE 5,526/1000/4 =	22
EXISTING MANUFACTURING 12,000/400 + 4 =	34
EXISTING + PROPOSED WAREHOUSE 43,655/2,000 =	22
TOTAL	78

PARKING STALLS PROVIDED

EXISTING STANDARD STALLS	80
EXISTING ACCESSIBLE STALLS	4
PROPOSED STANDARD STALLS	4
PROOF OF PARKING STALLS	7
TOTAL	95 (INCLUDES PROOF OF PARKING)

LEGEND

- PROPOSED CONCRETE
- PROPOSED BITUMINOUS
- BOUNDARY/ROW/BLOCK LINE
- EASEMENT
- BUILDING/PARKING SETBACK LINE

N

0 10 20 40 60
Scale in Feet

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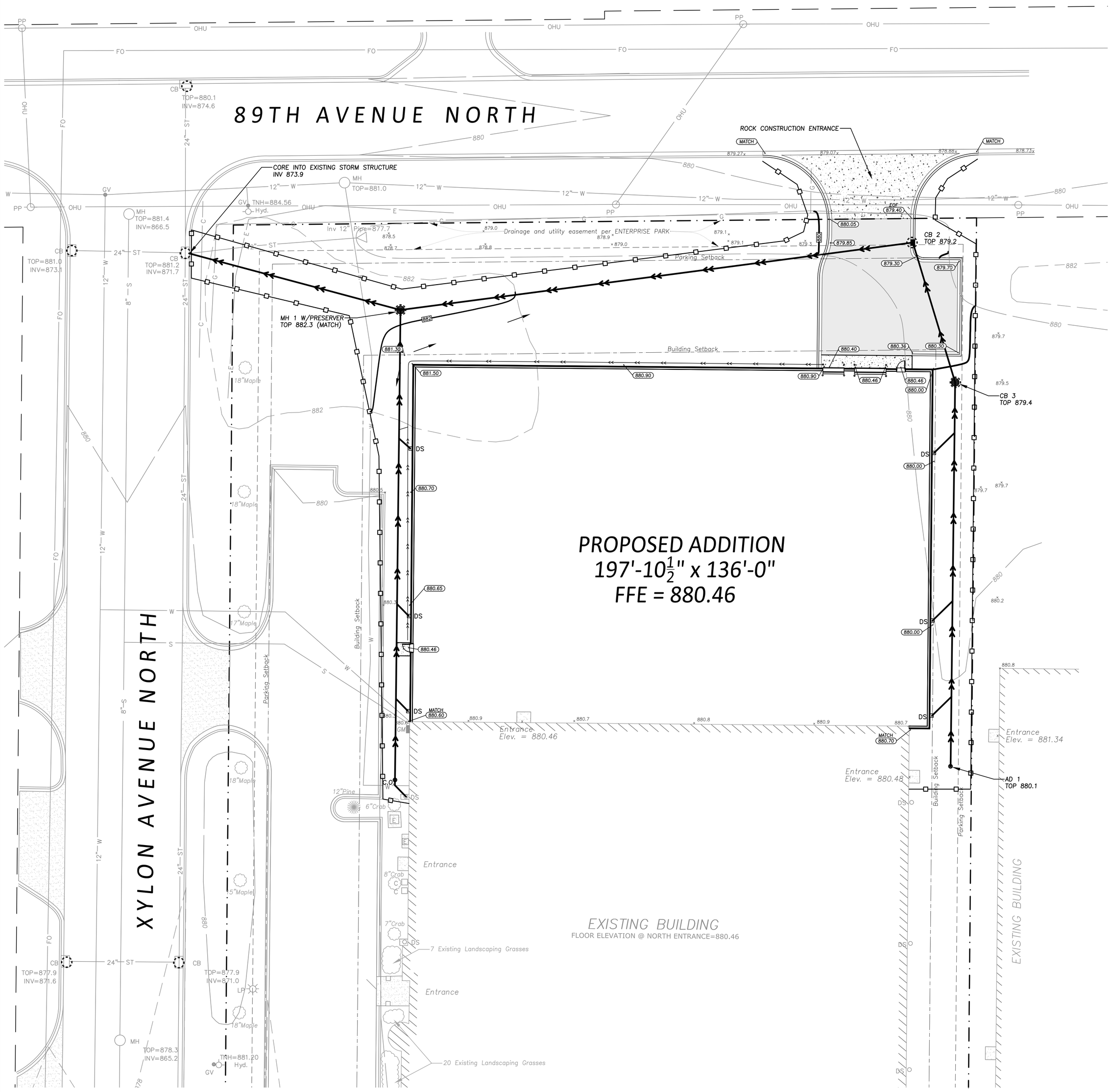
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Name Nicholas P. Adam Date Reg. No. 43856

PRELIMINARY

Issued
SITE PLAN SUBMITTAL 2-29-24

SITE DIMENSION PLAN
ROTATION ENGINEERING ADDITION
CITY OF BROOKLYN PARK

SHEET NUMBER
C2



GRADING NOTES

1 – All elevations shown are to final surfaces.
2 – Contractor is responsible for obtaining all required permits from the City.

EROSION CONTROL NOTES

1 – Contractor is responsible for all notifications and inspections required by General Storm Water Permit.
2 – All erosion control measures shown shall be installed prior to grading operations and maintained until all areas disturbed have been restored.
3 – Sweep paved public streets as necessary where construction sediment has been deposited.
4 – Each area disturbed by construction shall be restored per the specifications within 14 days after the construction activity in that portion of the site has temporarily or permanently ceased.
5 – Temporary soil stockpiles must have silt fence around them and cannot be placed in surface waters, including storm water conveyances such as curb and gutter systems, or conduits and ditches.
6 – Excess concrete/water from concrete trucks shall be disposed of in portable washout concrete basin or disposed of in a contained area.

LEGEND

- PROPOSED MANHOLE/CATCH BASIN
- PROPOSED CLEANOUT
- PROPOSED CATCH BASIN
- PROPOSED STORM SEWER
- PROPOSED DRAINTILE
- PROPOSED CONCRETE
- PROPOSED STD. DUTY BITUMINOUS
- (1050) PROPOSED CONTOUR
- (1023.54) PROPOSED ELEVATION
- SILT FENCE
- INLET PROTECTION DEVICE
- BOUNDARY/ROW/BLOCK LINE
- EASEMENT
- BUILDING/PARKING SETBACK LINE
- DRAINAGE ARROW
- W EXISTING WATERMAIN
- S EXISTING SANITARY SEWER
- ST EXISTING STORM SEWER
- FO EXISTING BURIED FIBER OPTIC
- G EXISTING BURIED GAS LINE
- E EXISTING BURIED ELECTRIC LINE
- C EXISTING BURIED COMMUNICATION LINE
- 980 EXISTING CONTOUR
- x 995.50 EXISTING ELEVATION

N

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Scale in Feet

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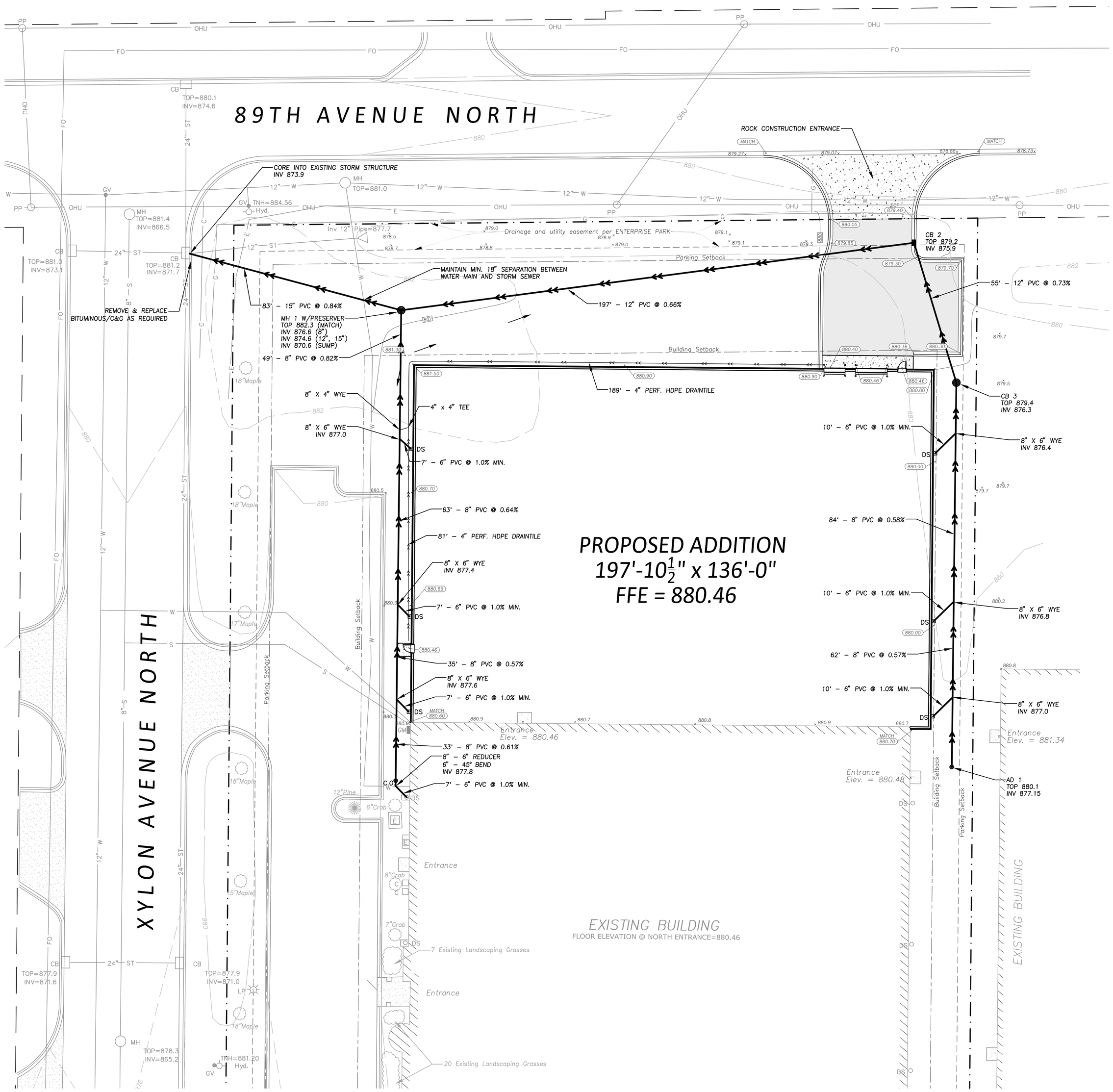
PRELIMINARY

Name Nicholas P. Adam Date Reg. No. 43856

Issued
SITE PLAN SUBMITTAL 2-29-24

GRADING, DRAINAGE & EROSION CONTROL PLAN
ROTATION ENGINEERING ADDITION
CITY OF BROOKLYN PARK

SHEET NUMBER
C3



CATCH BASIN/MANHOLE SCHEDULE

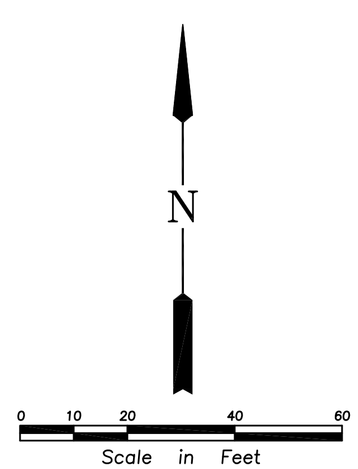
STRUCTURE NO.	BARREL SIZE	NEENAH CASTING NO.
MH 1	48"	R–1642B
CB 2	48"	R–3067V
CB 3	48"	R–2573–1C

AREA DRAIN SCHEDULE

STRUCTURE NO.	NYLOPLAST BASIN TYPE	NYOPLAST GRATE
AD 1	8" INLINE DRAIN (2708AG06X)	8" ROUND (0899CGS)

LEGEND

- PROPOSED MANHOLE/CATCH BASIN
- PROPOSED CLEANOUT
- PROPOSED CATCH BASIN
- PROPOSED STORM SEWER
- PROPOSED DRAINTILE
- PROPOSED CONCRETE
- PROPOSED STD. DUTY BITUMINOUS
- BOUNDARY/ROW/BLOCK LINE
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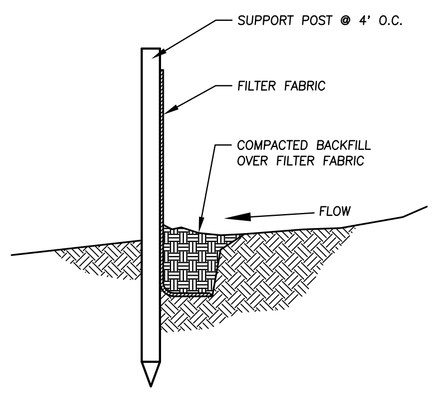
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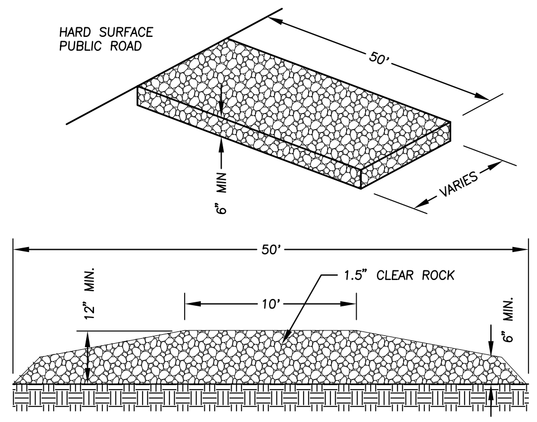
Issued
SITE PLAN SUBMITAL 2-29-24

UTILITY PLAN
ROTATION ENGINEERING ADDITION
CITY OF BROOKLYN PARK

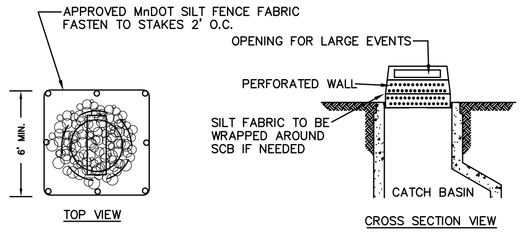
SHEET NUMBER
C4



1/C5 SILT FENCE
NO SCALE

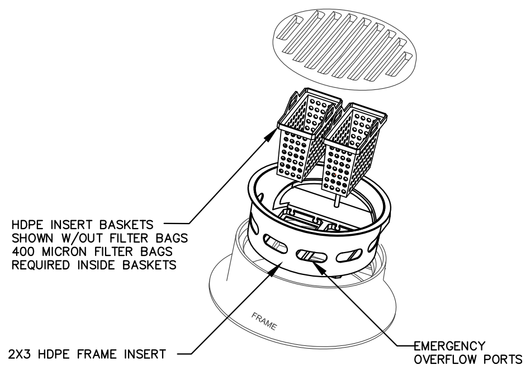


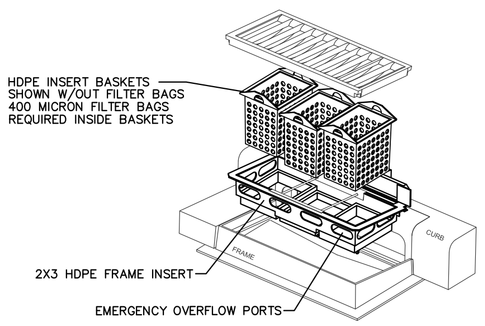
2/C5 ROCK CONSTRUCTION ENTRANCE
NO SCALE



NOTE: USE THIS TYPE OF INLET PROTECTION BEFORE THE CASTING IS INSTALLED.

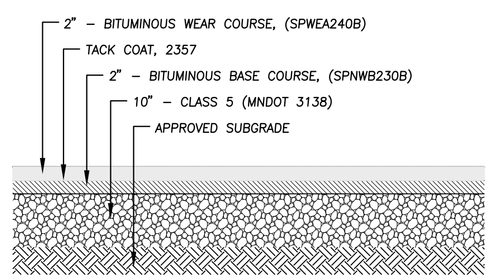
3/C5 INLET PROTECTION (INFRASAFE OR EQUAL)
NO SCALE





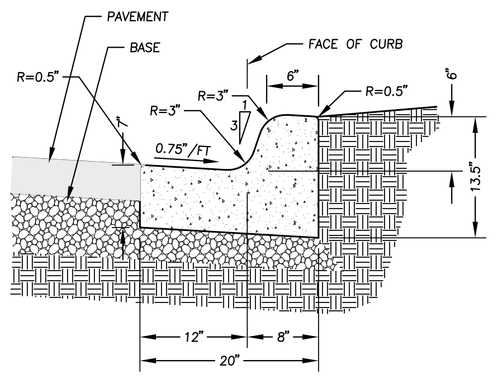
NOTE: USE THIS TYPE OF INLET PROTECTION AFTER THE CASTING IS INSTALLED.

4/C5 INLET PROTECTION (INFRASAFE OR EQUAL)
NO SCALE



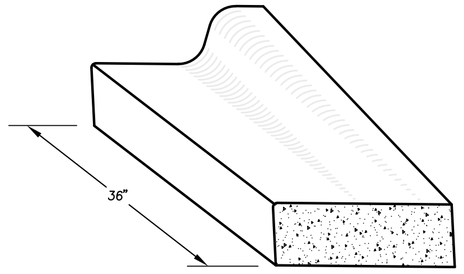
NOTE: PAVEMENT RECOMMENDATION PROVIDED BY BRAUN INTERTEC, PROJECT NO. B2311641.

5/C5 PAVEMENT SECTION
NO SCALE



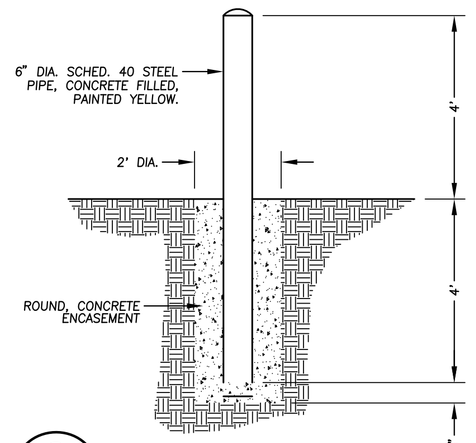
Note: Where contours indicate, ignore 0.75"/ft slope indicated above and match adjoining pavement slope to prevent gutter from "ponding".

6/C5 B612 CONCRETE CURB & GUTTER
NO SCALE

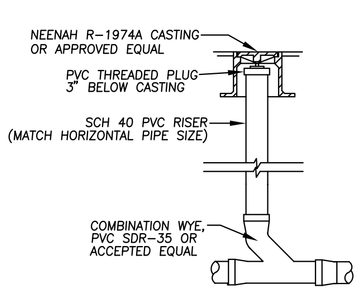


Note: Curb type B612 shown; similar for other curb types.

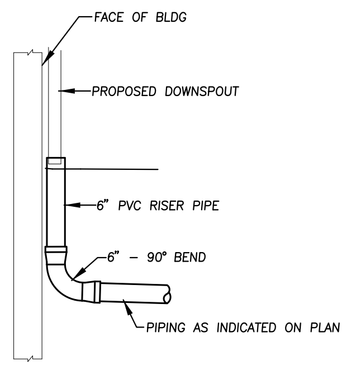
7/C5 CURB & GUTTER BEAVERTAIL
NO SCALE



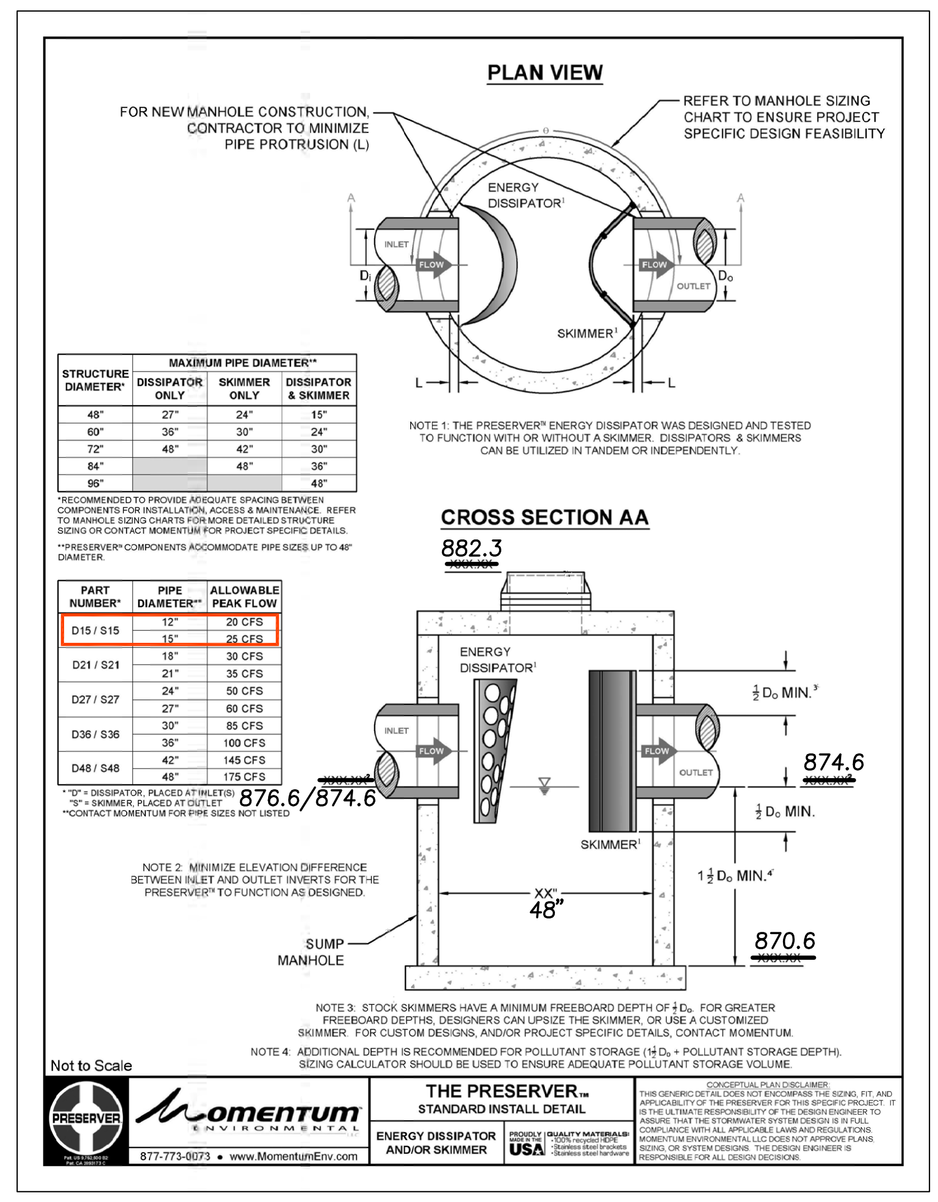
8/C5 BOLLARD
NO SCALE



9/C5 STORM SEWER CLEANOUT
NO SCALE



10/C5 CONNECTION AT DOWNSPOUT
NO SCALE

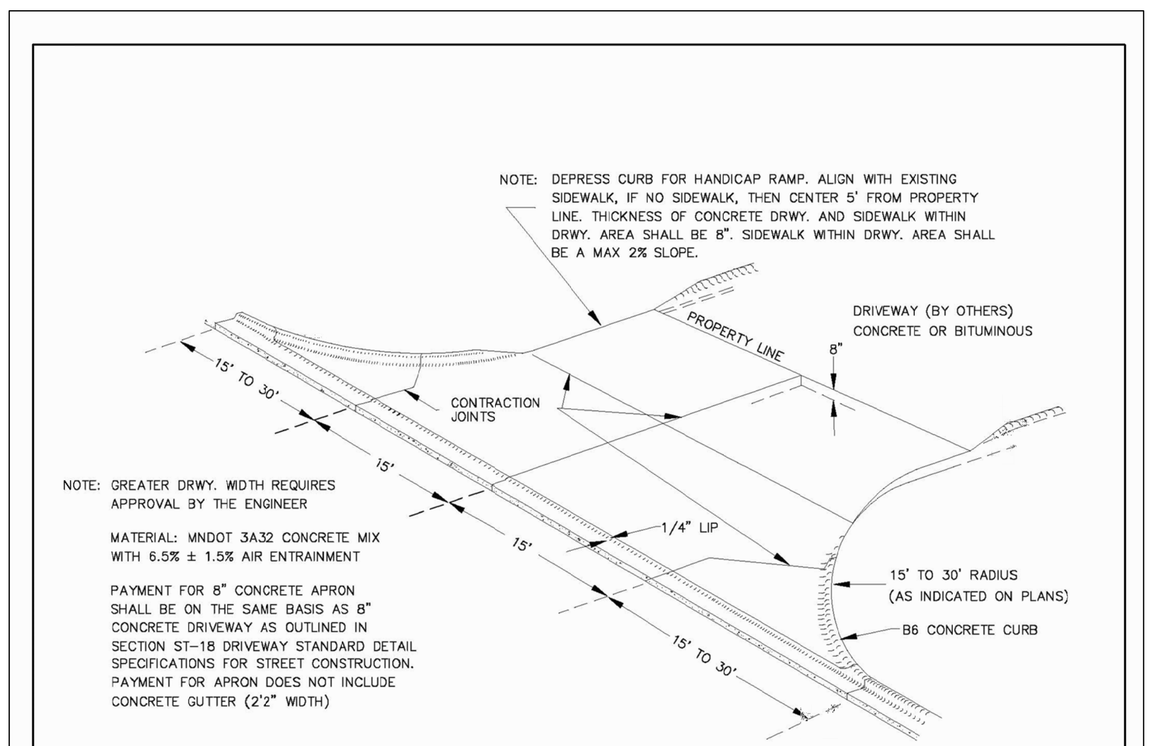


STRUCTURE DIAMETER*	MAXIMUM PIPE DIAMETER** DISSIPATOR ONLY	SKIMMER ONLY	DISSIPATOR & SKIMMER
48"	27"	24"	15"
60"	36"	30"	24"
72"	48"	42"	30"
84"		48"	36"
96"			48"

*RECOMMENDED TO PROVIDE ADEQUATE SPACING BETWEEN COMPONENTS FOR INSTALLATION, ACCESS & MAINTENANCE. REFER TO MANHOLE SIZING CHARTS FOR MORE DETAILED STRUCTURE SIZING OR CONTACT MOMENTUM FOR PROJECT SPECIFIC DETAILS.
**PRESERVER® COMPONENTS ACCOMMODATE PIPE SIZES UP TO 48" DIAMETER.

PART NUMBER*	PIPE DIAMETER**	ALLOWABLE PEAK FLOW
D15 / S15	12"	20 CFS
	15"	25 CFS
D21 / S21	18"	30 CFS
	21"	35 CFS
D27 / S27	24"	50 CFS
	27"	60 CFS
D36 / S36	30"	85 CFS
	36"	100 CFS
D48 / S48	42"	145 CFS
	48"	175 CFS

*"D" = DISSIPATOR, PLACED AT INLET(S)
"S" = SKIMMER, PLACED AT OUTLET
**CONTACT MOMENTUM FOR PIPE SIZES NOT LISTED



TYPICAL DRIVEWAY OPENING COMMERCIAL OR INDUSTRIAL
DETAIL DRAWING ST-8
CITY OF BROOKLYN PARK

NOT TO SCALE
1-2016
12-2016

SPECIFICATIONS

GENERAL

I. GENERAL
A. Before construction begins, the Contractor will contact all utility companies, both public and private and have them locate all utilities within the construction limits.
B. The Contractor shall be responsible for arranging all required inspections with the governing authority that has jurisdiction over the work that is to be performed.
C. The Contractor shall stay within the construction limits unless approved otherwise by the Owner and or Engineer. Construction limits are defined by the property boundary unless shown different on the plan.
D. The Contractor shall be responsible for protecting all existing structures, utilities, trees, etc. from damage during construction.
E. The Contractor shall be responsible for correcting any damage (at Contractor's expense).
F. Any discrepancies found on the site that affect the proposed work shall be reported to the Owner and/or Engineer before the completion of any additional work.
G. Soils report and pavement recommendation provided by Braun Intertec, Project B2200823.00
H. Existing Topography and Boundary Survey provided by Rehder & Associates, Inc.

SITE CLEARING

I. GENERAL
A. Remove trees, shrubs, grass, and other vegetation or obstructions, as required, to permit installation of improvements shown on the Plans.
II. EXECUTION
A. Trees and stumps shall be hauled from the site. Burial on-site or burning of trees and stumps will not be allowed.
B. Where existing trees are indicated to remain, leave existing topsoil in place within drip lines to prevent damage to root system.
C. Topsoil shall be stripped from disturbed areas and stockpiled in piles not exceeding 8-feet in depth.
D. Remove all back dirt and unsuitable material from under drives and roadways within 3-feet of final pavement subgrade.
E. Remove all waste materials and unsuitable or excess topsoil from Owner's property.

GRADING, EROSION CONTROL, AND TURF ESTABLISHMENT

I. GENERAL
A. All grading, erosion control and turf establishment shall be according to the materials, workmanship, and other applicable requirements of the Minnesota Department of Transportation "Standard Specifications for Construction", latest edition, unless otherwise specified.
B. All erosion control measures shown on the plans must be installed prior to commencement of grading operations and maintained until all areas altered on the site have been restored.
C. All areas disturbed by construction shall be restored with seed and disked mulch, sod, wood fiber blanket, or be hard surfaced within two weeks of substantial completion of construction.
D. Provide approved borrow soil materials from off-site when sufficient approved soil materials are not available from excavations. Remove all excess and unsatisfactory material from the site.
E. Protect structures, utilities, sidewalks, pavements, and other facilities from damage caused by settlement, lateral movement, undermining, washout, and other hazards created by earthwork operations.
F. Compaction shall not be less than the following percentages of maximum dry density according to ASTM D 698:
i. Under structures, building slabs, steps, and pavements, compact the top 12 inches below subgrade and each layer of backfill or fill material at 100 percent maximum dry density.
ii. Under walkways, compact the top 6 inches below subgrade and each layer of backfill or fill material at 100 percent maximum dry density.
iii. Under lawn or unpaved areas, compact the top 6 inches below subgrade and each layer of backfill or fill material at 95 percent maximum dry density.
G. Grades as shown on the plan are to finished grade.
H. Backfill trenches involving utilities under building slabs to be designed by Others (per their requirements).
II. PRODUCTS
A. Satisfactory soils include ASTM D 2487 soil classification groups GW, GP, GM, SW, SP, and SM; free of rock or gravel larger than 2-inches in any dimension, debris waste, frozen materials, vegetation and other deleterious matter.
B. Unsatisfactory soils include ASTM D 2487 soil classification groups GC, SC, ML, MH, CL, CH, OL, OH, and PT.
C. All backfill and fill materials must be satisfactory soil materials.
D. Topsoil shall be per ASTM D 5268, free of stones 1" or larger.
E. Subbase and base material must be a naturally or artificially graded mixture of natural or crushed gravel, crushed stone, and natural or crushed sand meeting MNDOT Specifications for Class 5 gravel.
F. Spring/Summer temporary turf establishment: seed shall be MNDOT Mixture 110 @ 100 lbs/acre and mulch shall be MNDOT Type 1.
G. Winter temporary turf establishment: seed shall be MNDOT Mixture 100 @ 100 lbs/acre and mulch shall be MNDOT Type 1.
H. Commercial turf establishment: seed shall be MNDOT Mixture 25-131 @ 220 lbs/acre, fertilizer shall be 10-10-10 (NPK) commercial grade, and mulch shall be MNDOT Type 1.
III.EXECUTION
A. Fill under buildings shall be compacted to meet Soil Engineer's recommendations.
B. Place 4-inches of topsoil over all areas to be re-established with turf.
C. Provide erosion control measures to prevent erosion or displacement of soils and discharge of soil-bearing water runoff or airborne dust to adjacent properties and walkways.
D. Place inlet protection devices in catch basins and maintain until all areas disturbed have been restored.
E. Wherever construction vehicle access routes intersect paved public roads, provisions must be made to minimize the transport of sediment (mud) by runoff or vehicles tracking onto the paved road surface. Where sediment is transported onto a public road surface, the roads shall be cleaned thoroughly at the end of each day. Sediment shall be removed by shoveling or sweeping and be transported to a sediment controlled disposal area. Street washing shall be allowed only after sediment is removed in this manner.

BITUMINOUS PAVEMENT

I. GENERAL
A. Provide hot-mix asphalt pavement according to the materials, workmanship, and other applicable requirements of the Minnesota Department of Transportation "Standard Specifications for Construction", latest edition, unless otherwise specified
B. Conform to applicable standards of authorities having jurisdiction for asphalt paving work on public property.
II. PRODUCTS
A. Use coarse and fine aggregate materials and gradations that have performed satisfactorily in previous installations.
B. Provide a base and wear course as indicated on the plan unless otherwise specified.
C. Provide a tack coat as indicated on the plan unless otherwise specified.
III.EXECUTION
A. Verify that the subgrade is dry and in suitable condition to support paving and imposed loads.
B. The Contractor shall furnish a tandem truck loaded with a minimum of 14-tons to check the completed subgrade and/or aggregate base for soft spots prior to placement.
C. Machine place hot-mix asphalt on prepared surface, spread uniformly, and strike off. Place asphalt mix by hand to areas inaccessible to equipment in a manner that prevents segregation of mix. Place each course to required grade, cross section, and thickness, when compacted.
D. Begin compaction as soon as placed hot-mix paving will bear roller weight without excessive displacement.
E. Provide an average density of 96 percent of reference laboratory density according to ASTM D 1559, but not less than 94 percent nor greater than 100 percent
F. Tolerances: Base course thickness shall be plus or minus 0.5-inches and surface course shall be plus or minus 0.25-inches.

PORTLAND CEMENT CONCRETE PAVEMENT

I. GENERAL
A. Provide Portland cement concrete pavement for roads, curbs, walks and exterior slabs according to the materials, workmanship, and other applicable requirements of the Minnesota Department of Transportation "Standard Specifications for Construction", latest edition, unless otherwise specified.
II. PRODUCTS
A. Portland cement concrete for curb and gutter and sidewalk shall be 4000 psi, 28-day compressive strength, 5.0% air entrainment, and 3-inch slump.
B. Curing compound shall be solvent-borne, liquid membrane-forming ASTM C309, Type I or approved equal.
III. EXECUTION
A. The Contractor shall furnish a tandem truck loaded with a minimum of 14-tons to check the completed subgrade and/or aggregate base for soft spots prior to pavement placement.
B. Comply with requirements and with ACI 304R for measuring, mixing, transporting, and placing concrete.
C. Comply with the Concrete Reinforcing Steel Institute's recommended practice for "Placing Reinforcing Bars" for placing and supporting reinforcement.
D. Preformed expansion joints using 0.5-inch thickness shall be placed at each end of curb radius, at intersections, and approximately every 200-feet.
E. Contraction joints shall be placed at minimum 10-foot intervals in the curb and gutter and at 5-foot for walks.
F. Provide a medium to fine broom finish perpendicular to traffic flow.
G. Protect freshly placed concrete from premature drying and excessive cold or hot temperatures using moisture curing, moisture-retaining-cover curing, curing compound or a combination of these.

STORM SEWER

I. GENERAL
A. Storm sewer shall comply with all local regulations pertaining to storm sewer systems including materials, installation, and testing. If no regulations exist, comply with "Standard Utilities Specifications" by the City Engineers Association of Minnesota, latest edition.
II. PRODUCTS
A. Storm sewer pipe indicated on the plan as PVC shall be polyvinyl chloride pipe, ASTM D 3034, SDR 35, for solvent-cemented or gasket joints.
B. Storm sewer indicated on the plan as HDPE shall be dual wall corrugated polyethylene pipe with soil tight fittings per the Corrugated Polyethylene Pipe Association (CPPA) standard specification 100-97.
C. Storm sewer catch basins and manholes shall be precast structures with at least two and at the most five adjusting rings.
D. Storm sewer castings indicated on the plan shall be from the Neenah Foundry or approved equal.
III.EXECUTION
A. The plans indicate the general location and arrangement of underground storm sewer systems. Location and arrangement of piping take into account many design considerations. Install piping as indicated on the plans, to the extent practical.
B. PVC & HDPE sewer pipe shall be bedded in accordance with ASTM F 2306, "Standard Specification for Annular Corrugated Profile-Wall Polyethylene (PE) Pipe and Fittings for Gravity-Flow Storm Sewer and Subsurface Drainage Applications".

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Phone: 651-452-5051
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PROJECT NO.: 241-2552.031 DRAWING NO.: 2552031.DWG

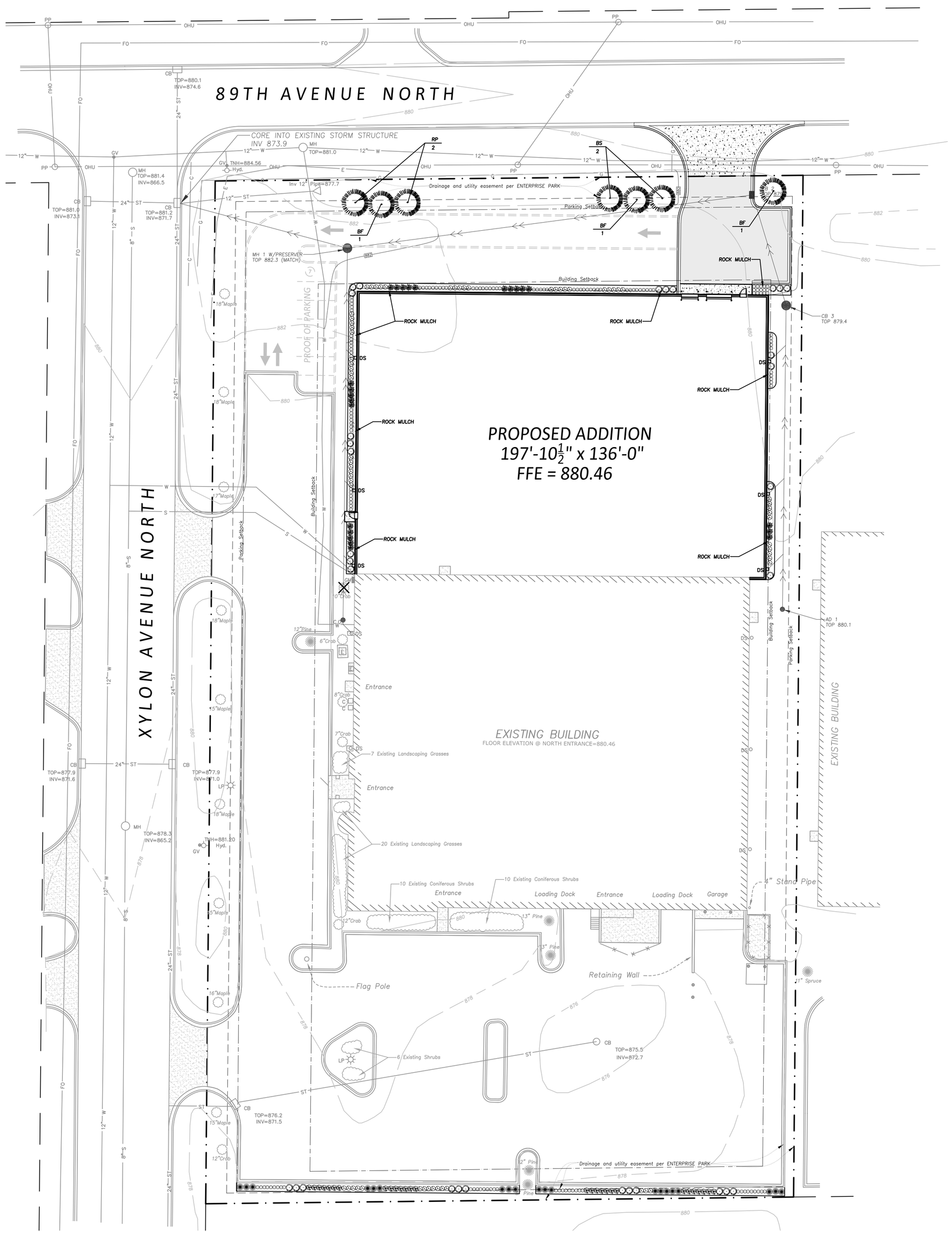
I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
Name Nicholas P. Adam Reg. No. 43856 Date

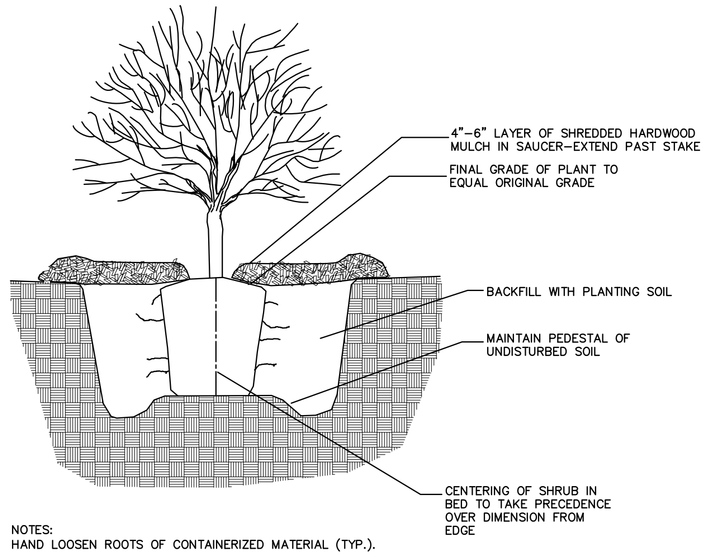
PRELIMINARY

Issued
SITE PLAN SUBMITTAL 2-28-24

DETAILS & SPECIFICATIONS
ROTATION ENGINEERING ADDITION
CITY OF BROOKLYN PARK

SHEET NUMBER
C5

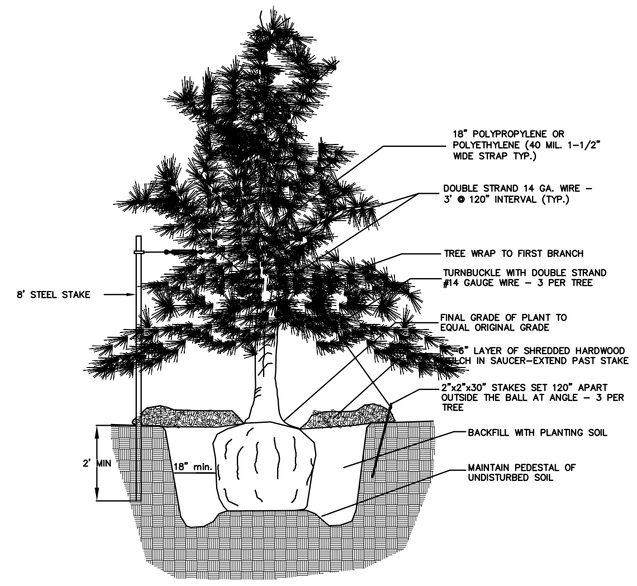




NOTES:
HAND LOOSEN ROOTS OF CONTAINERIZED MATERIAL (TYP.).

SCARIFY BOTTOM AND SIDES OF HOLE PRIOR TO PLANTING.

SHRUB PLANTING DETAIL



NOTES:
TWO ALTERNATE METHODS OF TREE STAKING ARE SHOWN.

IT IS THE CONTRACTOR'S OPTION TO STAKE TREES: HOWEVER, THE CONTRACTOR IS RESPONSIBLE FOR THE MAINTAINING TREES IN A PLUMB POSITION THROUGHOUT THE GUARANTEE PERIOD.

SCARIFY BOTTOM AND SIDES OF HOLE PRIOR TO PLANTING.

CONIFER TO HAVE SHREDDED HARDWOOD MULCH UNLESS OTHERWISE NOTED.

NO MULCH TO BE IN CONTACT WITH TRUNK.

CONIFEROUS TREE PLANTING DETAIL

SITE COVERAGES

TOTAL SITE AREA:	3.19 AC	
SITE IMPERVIOUS AREA:	2.40 AC	
TOTAL SITE OPEN AREA:	0.79 AC	
SITE OPEN AREA FOR LANDSCAPE REQUIREMENTS:	0.79 AC	34,412 S.F.

PLANTING UNIT	REQUIRED UNITS RATE	UNITS REQUIRED	EXISTING UNITS TO REMAIN	POST CONSTRUCTION UNITS PROVIDED
OVERSTORY TREES	1 TREE/3000 S.F.	12 TREES	14 TREES	14 TREES
SHRUBS	1 SHRUB/100 S.F.	344 SHRUBS	53 SHRUBS	345 SHRUBS
EVERGREEN TREES	1 TREE/3000 S.F.	12 TREES	5 TREES	12 TREES

CANOPY COVER LANDSCAPING:		
PARKING LOT AREA	2,175 S.F.	
MINIMUM PARKING LOT AREA GREEN SPACE (10%)	217 S.F.	
REQUIRED LARGE TREES (1 TREE / 360 S.F.)	1 TREE	
STREET TREES:		
FRONTAGE ROAD LENGTH	283 S.F.	
REQUIRED TREES (1 TREE / 70 L.F.)	4 TREES	

PLANT, SHRUB AND TREE LIST

PLANTS & SHRUBS

SYMBOL	QTY	SCIENTIFIC NAME	COMMON NAME	SIZE/ROOT
⊙	128	Calamagrostis acutiflora	Karl Forester Feather Reed Grass	1 gallon
⊛	62	Hosta 'Blueberry Muffin'	Large Hosta	2 Gallon
◌	31	Juniperus x pfitzeriana 'Sea of Gold'	Sea of Gold Juniper	5 Gallon
✹	23	Viburnum opulus 'Nanum'	Dwarf European Viburnum	2 Gallon
✻	28	Hemerocallis 'Stella de Oro'	Stella de Oro Daylily	1 Gallon
✺	20	Physocarpus opulifolius	Ninebark	2 Gallon
TOTAL	292			

TREES

SYMBOL	QTY	SCIENTIFIC NAME	COMMON NAME	SIZE/ROOT
BS	2	Picea glauca 'Densata'	Black Hills Spruce	6' B&B
BF	3	Abies balsamea	Balsam Fir	6' B&B
RP	2	Pinus resinosa	Red Pine	6' B&B
TOTAL	7			

N

0 15 30 60 90
Scale in Feet

GOPHER STATE ONE CALL

CALL 48 HOURS BEFORE YOU DIG
TWIN CITY AREA 651–454–0002
MN. TOLL FREE 1–800–252–1166

NOTE: UNLESS OTHERWISE NOTED, ALL DISTURBED AREAS TO REMAIN PERVIOUS SHALL BE RESTORED WITH MNDOT SEED MIX 25–131 AT A RATE OF 220 LBS/ACRE, WITH COMMERCIAL GRADE FERTILIZER 10–10–10 (NPK), AND MNDOT TYPE 1 MULCH.

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PROJECT NO.: 241-2552.031 DRAWING NO.: 2552031.DWG

Issued
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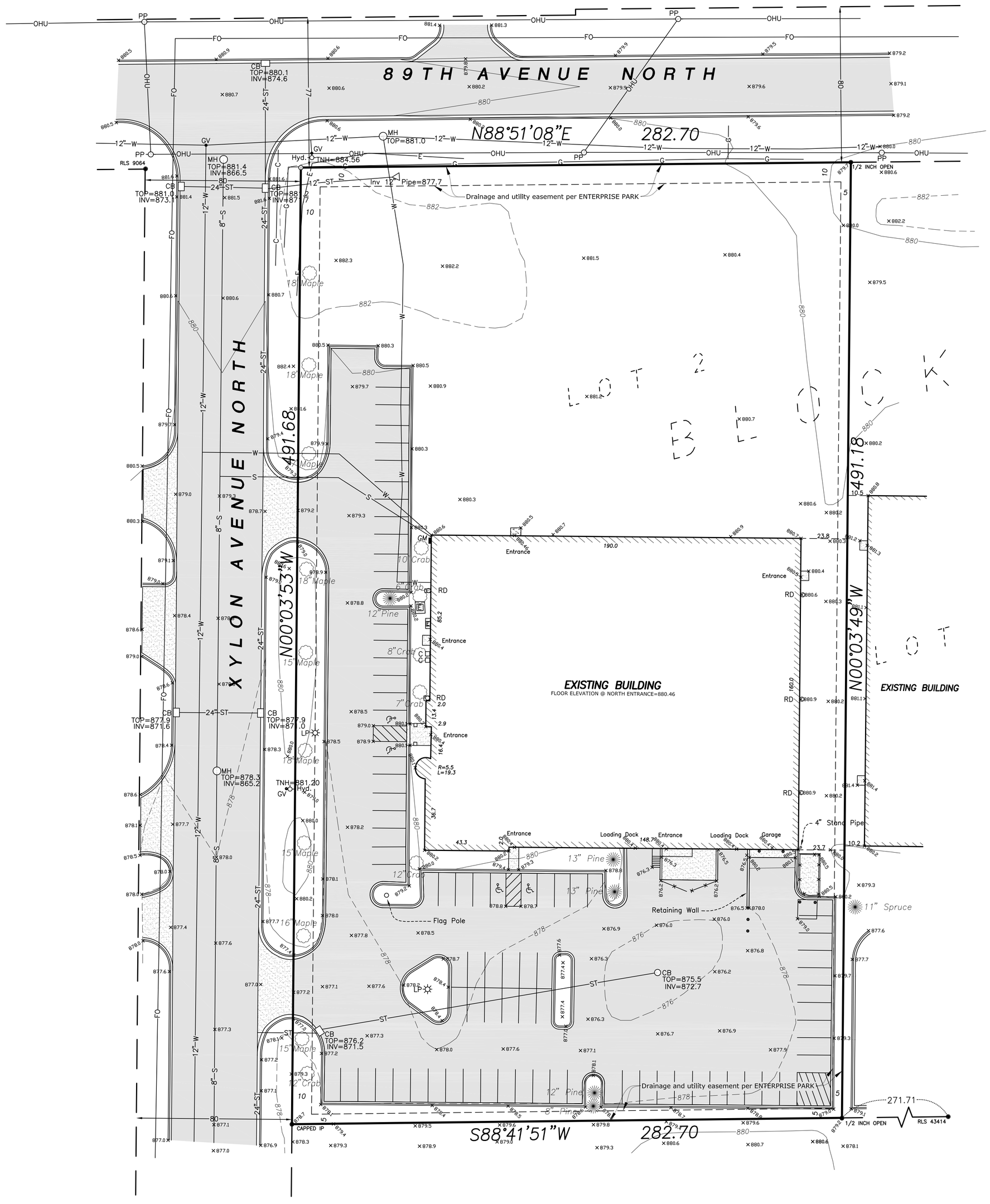
LANDSCAPE PLAN
ROTATION ENGINEERING ADDITION
CITY OF BROOKLN PARK

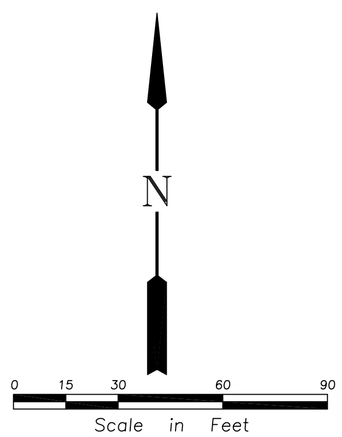
SHEET NUMBER
L1

Boundary and Topographic Survey for:

SHAW CONSTRUCTION

at 8800 Xylon Avenue North, Brooklyn Park, Minnesota





PROPERTY DESCRIPTION

Lot 2, Block 2, ENTERPRISE PARK, Hennepin County, Minnesota.

SURVEYOR'S NOTES

1. Orientation of the bearing system used for this survey is based on the NAD 83(1986) coordinate projection for Hennepin County, Minnesota. Vertical Datum: NAVD 88.
2. As shown on this survey map, underground utility lines and structures are shown in an approximate way only, according to observations made in the field. Excavations were not made during the process of this survey to locate underground utilities and/or structures. The surveyor does not guarantee that the information provided was either complete or accurate or that there are no other underground utility lines and structures, active or abandoned, on or adjacent to the subject property.
3. Area = 69,488 square feet or 1.60 acres as surveyed.

LEGEND

- Iron Monument Found
- Iron Monument Set
- S — Sanitary Sewer
- ST — Storm Sewer
- W — Watermain
- Hyd. — Hydrant
- GV — Gate Valve
- MH — Manhole
- CB — Catch Basin
- Inv. — Invert Elevation
- Guard Post
- PP — Power Pole
- LP — Light Pole
- Electrical Transformer
- C — Communications Pedestal
- Concrete Surface
- Bituminous Surface
- G — Buried Gas
- C — Buried Communications
- E — Buried Electric
- FO — Buried Fiber Optic
- GM — Gas Meter
- RD — Roof Drain

CERTIFICATION

I hereby certify that this survey was prepared by me or under my direction and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Dated this 12th day of January, 2024
REHDER & ASSOCIATES, INC.

Gary C. Huber, Land Surveyor
Minnesota License No. 22036

REHDER & ASSOCIATES, INC.
Civil Engineers & Land Surveyors
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JOB: 234-2552.032

A MANUFACTURING / WAREHOUSE ADDITION FOR:

ROTATION ENGINEERING

8800 XYLON AVE N
BROOKLYN PARK, MN 55445

INDEX OF DRAWINGS - SITE PLAN SUBMITTAL

T1	TITLE SHEET, ADA STANDARDS, INDEX OF DRAWINGS, GENERAL NOTES				
			ARCHITECTURAL		STRUCTURAL
	CIVIL	T1	TITLESHEET		
C0	COVER SHEET	A1	FLOOR PLAN - BUILDING ADDITION		
C1	SITE DEMOLITION PLAN	A1.2	ROOF PLAN - BUILDING ADDITION		
C2	SITE DIMENSION PLAN	A2	EXTERIOR ELEVATIONS - BUILDING ADDITION		
C3	GRADING, DRAINAGE AND EROSION CONTROL PLAN				
C4	UTILITY PLAN				
C5	DETAILS AND SPECIFICATIONS				
L1	LANDSCAPE PLAN				

CONSTRUCTION GENERAL NOTES

1. WHERE NON BEARING WALLS EXTEND UP TO ROOF STRUCTURE ABOVE PROVIDE SLIP TRACK.
2. NOTES APPEAR ON VARIOUS DRAWINGS FOR DIFFERENT SYSTEMS AND MATERIALS. REVIEW ALL SHEETS AND APPLY NOTES TO RELATED BUILDING COMPONENTS
3. DO NOT SCALE THE DRAWINGS.
4. WHERE MATERIALS ARE APPLIED TO, OR ARE IN DIRECT CONTACT WITH WORK INSTALLED BY ANOTHER SUBCONTRACTOR, COMMENCEMENT OF WORK IMPLIES ACCEPTANCE OF THE SUBSTRATE AS SUITABLE FOR THE APPLICATION INTENDED.
5. EFFECTIVELY ISOLATE DISSIMILAR METALS TO AVOID MOLECULAR BREAKDOWN.
6. OPENINGS IN RATED WALL, FLOOR, CEILING AND ROOF ASSEMBLIES SHALL BE SEALED WITH PENETRATION SEALANT SYSTEMS MEETING OR EXCEEDING THE REQUIRED FIRE RESISTIVE RATINGS.
7. MAINTAIN THE FIRE RATING OF CONSTRUCTION AROUND CABINETS, PANELS, AND BOXES RECESSED IN FIRE RATED WALL, FLOOR, AND CEILING ASSEMBLIES.
8. FULLY LAY OUT WALL, AND OPENING PLACEMENT IN AN AREA PRIOR TO START OF PARTITION CONSTRUCTION. VERIFY THAT DIMENSIONS ARE CONSISTENT WITH REQUIREMENTS INDICATED IN THE DOCUMENTS.
9. PARTITIONS LOCATED BY DIMENSION STRING ARE DIMENSIONED TO THE FINISHED FACE OF THE WALL OR THE CENTERLINE OF THE PARTITION UNLESS NOTED OTHERWISE.
10. MAINTAIN DIMENSIONS NOTED AS "MINIMUM" OR "CLEAR".
11. AT ALL NEW DOOR OPENINGS, THE HINGE SIDE OF DOOR JAMBS SHALL BE SPACED 4" FROM THE ADJACENT WALL.
12. FIELD MEASURE AND GUARANTEE DIMENSIONS FOR OWNER-PROVIDED EQUIPMENT AND FURNISHINGS. CONFIRM EQUIPMENT DIMENSIONS WITH OWNER PRIOR TO FABRICATION/CONSTRUCTION.
13. PROVIDE STIFFENERS, BRACING, BACKING PLATES AND BLOCKING REQUIRED FOR SECURE INSTALLATION OF DOORS AND DOOR HARDWARE INCLUDING WALL-MOUNTED DOOR STOPS, HANDRAILS, WALL-MOUNTED SHELVES, OPERABLE PARTITIONS, MISCELLANEOUS EQUIPMENT, AND SUSPENDED MECHANICAL AND ELECTRICAL EQUIPMENT.
14. FINISH FLOOR ELEVATIONS ARE TO TOP OF CONCRETE TOPPING UNLESS OTHERWISE NOTED.
15. CAULK WALL OUTLETS IN GYP. BOARD WALLS WITH AN ACOUSTIC SEALANT.
16. DO NOT INSTALL OUTLET OR J-BOXES BACK-TO-BACK ON OPPOSITE SIDES OF GYPSUM BOARD WALLS. BOXES MUST BE SEPARATED BY A STUD.
17. FLOORING TRANSITIONS TO OCCUR AT CENTERLINE OF DOORS IN CLOSED POSITION.
18. CONTRACTOR TO PATCH/REPAIR ALL ROOF PENETRATIONS TO EXTERIOR. PENETRATION DETAIL TO BE DESIGN/BUILD BY CONTRACTOR PER MANUFACTURERS RECOMMENDATIONS; COORDINATE WITH MECHANICAL.

PROJECT DIRECTORY

GENERAL CONTRACTOR

PROJECT MANAGER:
EARL GEBAUER

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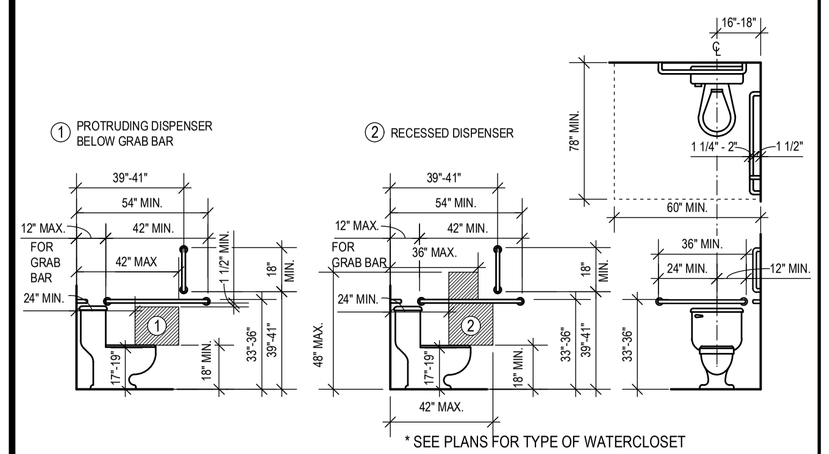
STRUCTURAL

ENGINEER OF RECORD :
ERIC McELRATH, P.E.

ENGINEERED SUPPLY

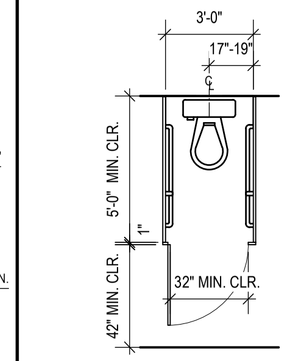
201 2nd Ave S.
Bayport, MN 55003
PHONE # 651-342-1009
FAX #
EMAIL ADDRESS:
emcelrath@engineeredsupply.com

ACCESSIBLITY STANDARDS



* SEE PLANS FOR TYPE OF WATERCLOSET

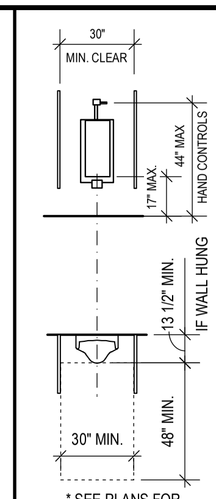
WATER CLOSETS ①



* SEE PLANS FOR TYPE OF WATERCLOSET

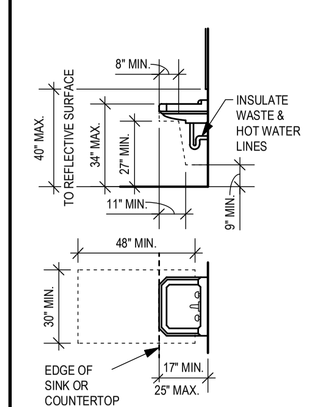
** SEE ACCESSIBILITY STANDARDS DRAWING #1 WATER CLOSETS FOR SIDEWALL GRAB BAR & TOILET TISSUE DISPENSER LOCATION REQUIREMENTS

AMBULATORY ACCESSIBLE COMPARTMENT ②



* SEE PLANS FOR TYPE OF URINAL

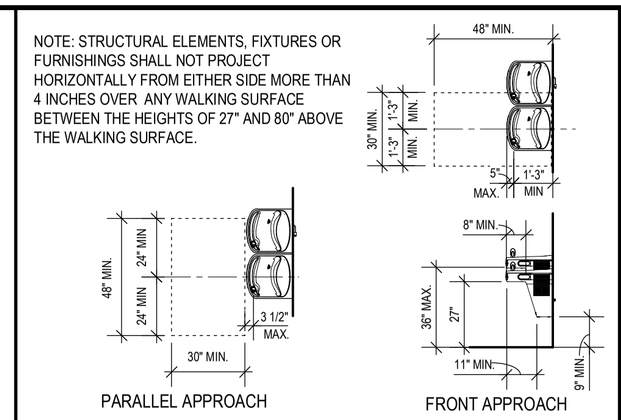
URINALS ③



* SEE PLANS FOR TYPE OF LAVATORY

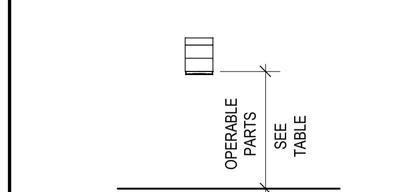
LAVATORIES ④

NOTE: STRUCTURAL ELEMENTS, FIXTURES OR FURNISHINGS SHALL NOT PROJECT HORIZONTALLY FROM EITHER SIDE MORE THAN 4 INCHES OVER ANY WALKING SURFACE BETWEEN THE HEIGHTS OF 27" AND 80" ABOVE THE WALKING SURFACE.



* SEE PLAN FOR TYPE OF APPROACH.
INSTALL TWO UNIT HIGH-LOW DRINKING FOUNTAINS:
SPOUT OUTLETS OF WHEEL CHAIR ACCESSIBLE DRINKING FOUNTAINS SHALL BE 36" MAX. ABOVE FLOOR. SPOUT OUTLETS OF DRINKING FOUNTAINS FOR STANDING PERSONS SHALL BE 38" MIN. AND 43" MAX. ABOVE THE FLOOR

DRINKING FOUNTAIN ⑤

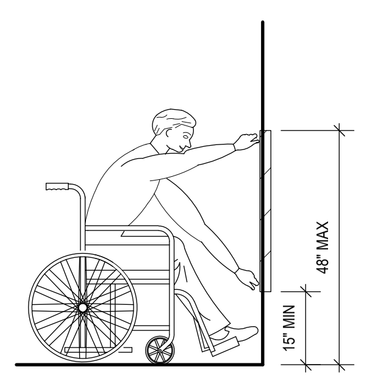


TOWEL DISPENSERS & HAND DRYERS - ACCESSIBLE REACH HEIGHTS

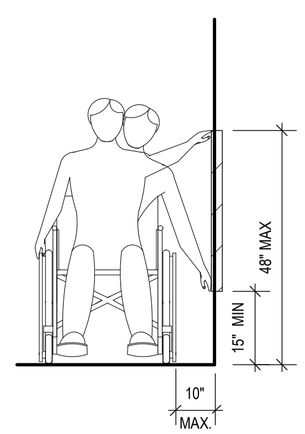
TABLE 603.6

MAX. REACH DEPTH	1/2"	2"	5"	6"	9"	11"
MAX. REACH HEIGHT	48"	46"	42"	40"	36"	34"

TOWEL DISPENSERS & HAND DRYERS ⑥



UNOBSTRUCTED FRONT REACH ⑦



UNOBSTRUCTED SIDE REACH ⑧

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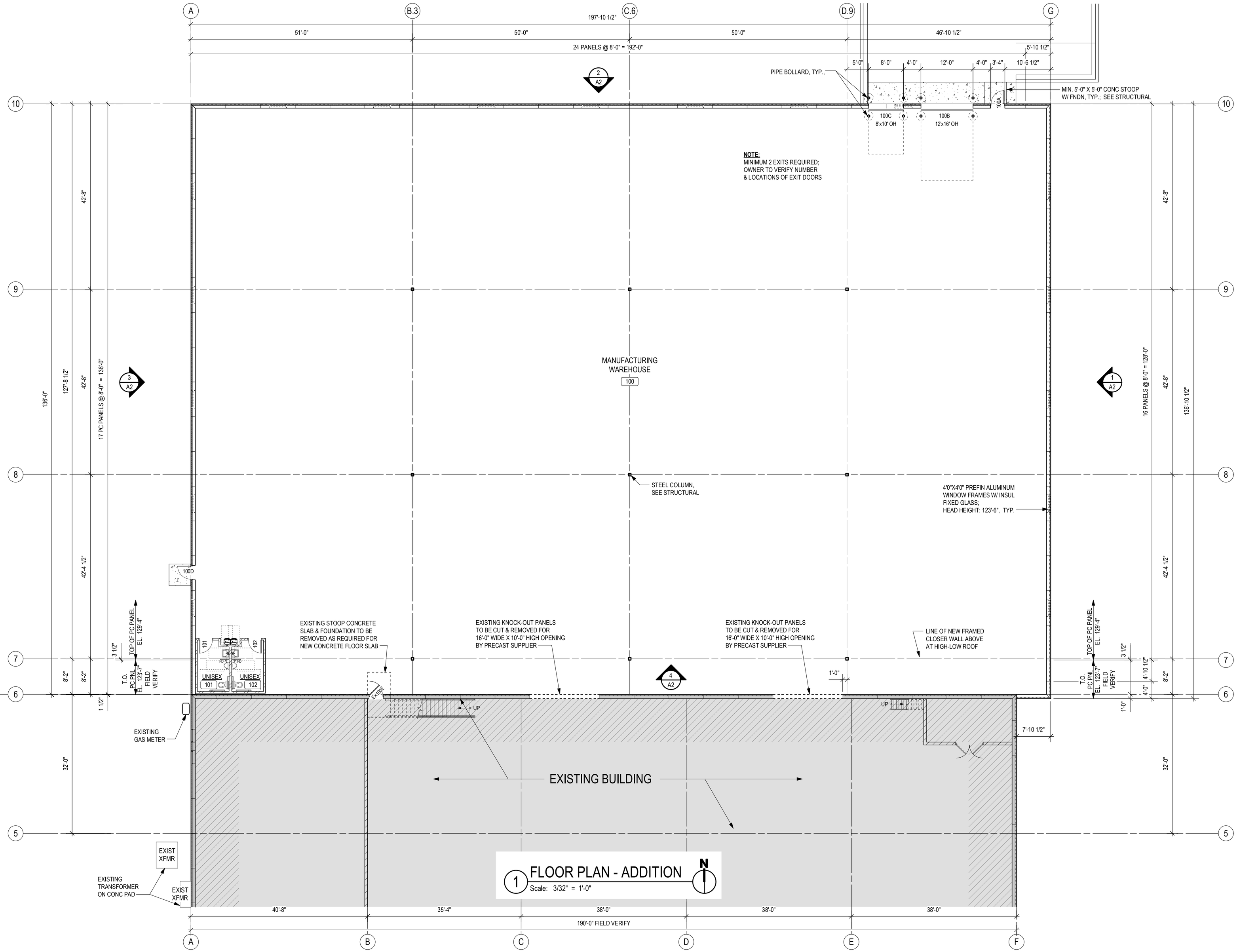
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EMAIL: lmorschen@linnermorschenarchitects.com

SITE PLAN SUBMITTAL
NOT FOR CONSTRUCTION
2-29-24

A MANUFACTURING / WAREHOUSE ADDITION FOR:
ROTATION ENGINEERING
8800 XYLON AVE N
BROOKLYN PARK, MN 55445

Revisions

Drawn
C.A.W.
Checked
L.M.
Date
2-29-24
Job Number
2354
Sheet
T1



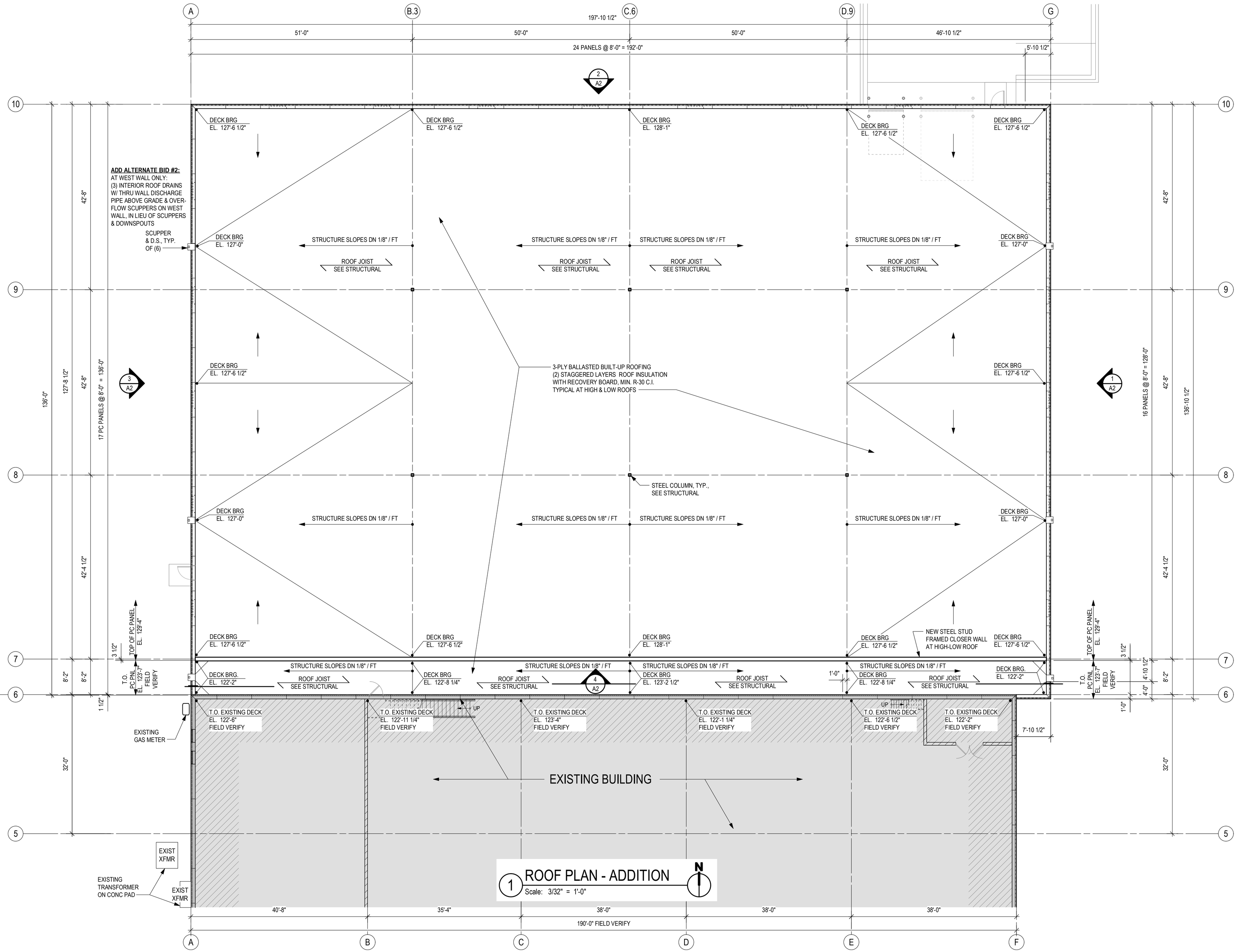
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Sheet
A1



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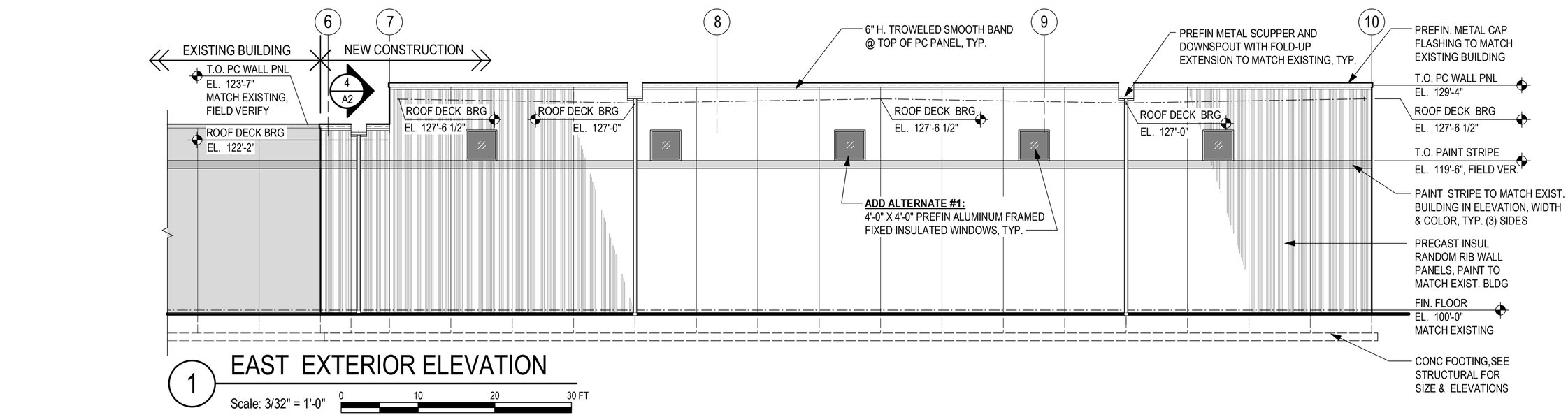
A MANUFACTURING / WAREHOUSE ADDITION FOR:
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BROOKLYN PARK, MN 55445

ROTATION ENGINEERING

Revisions

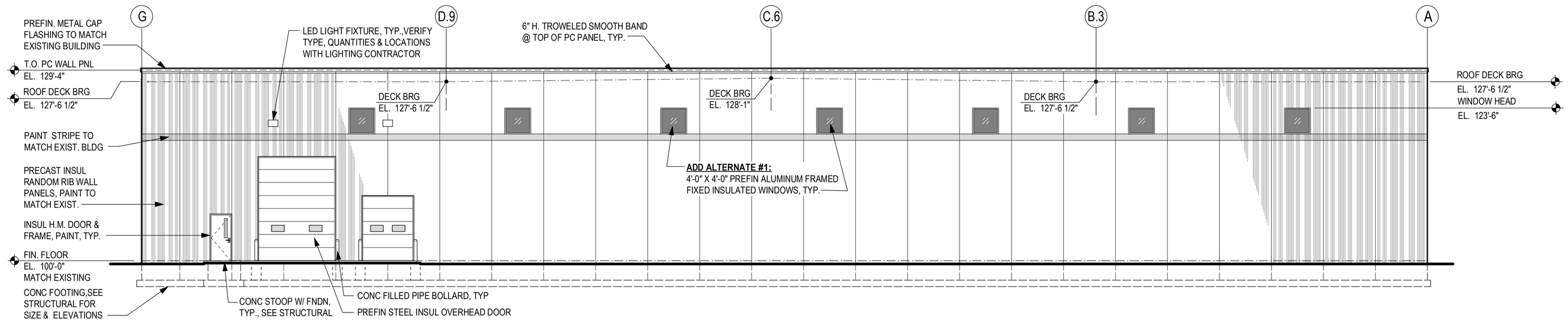
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Checked	L.M.
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4.9D PLAN SET
PAGE 19



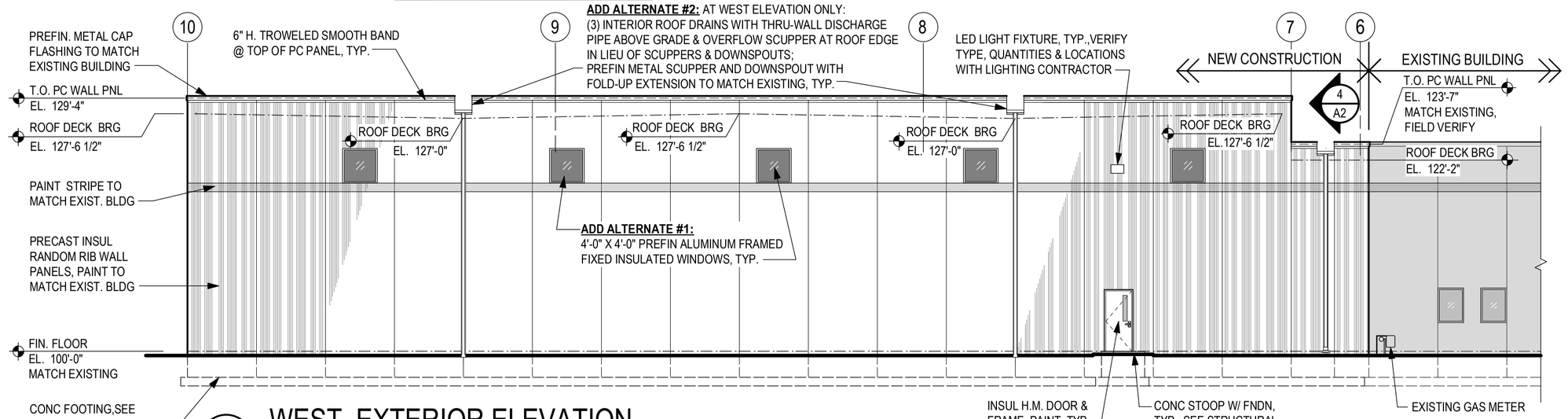
1 EAST EXTERIOR ELEVATION

Scale: 3/32" = 1'-0" (0, 10, 20, 30 FT)



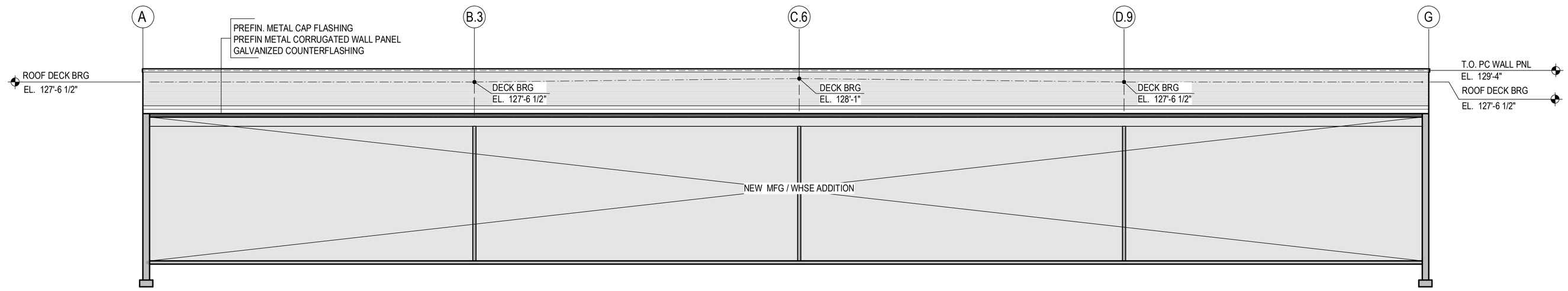
2 NORTH EXTERIOR ELEVATION

Scale: 3/32" = 1'-0" (0, 10, 20, 30 FT)



3 WEST EXTERIOR ELEVATION

Scale: 3/32" = 1'-0" (0, 10, 20, 30 FT)



4 SOUTH EXTERIOR ELEVATION - NEW EXTERIOR CLOSER WALL AT HIGH-LOW ROOF GRID 7

Scale: 3/32" = 1'-0" (0, 10, 20, 30 FT)

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PHONE: (952) 934-4455
EMAIL: lmorschen@linnermorschenarchitects.com

SITE PLAN SUBMITTAL
NOT FOR CONSTRUCTION
2-29-24

A MANUFACTURING / WAREHOUSE ADDITION FOR:
ROTATION ENGINEERING
8800 XYLON AVE N
BROOKLYN PARK, MN 55445

Revisions
Drawn: C.A.W.
Checked: L.M.
Date: 2-29-24
Job Number: 2354
Sheet: A2

4.9D PLAN SET
PAGE 20

City of Brooklyn Park
Request for Council Action

Agenda Item:	4.10	**Meeting Date:**	April 22, 2024
Agenda Section:	Consent	**Originating Department:**	Community Development
Resolution:	X	**Prepared By:**	Erin McDermott, Associate Planner
Ordinance:	N/A		
Attachments:	4	**Presented By:**	Paul Mogush, Planning Director
Item:	Waterside Market Expansion – Planning Case #24-107 Site Plan Review for an Addition to an Existing Structure on a Property Zoned VR – Village Redevelopment		

City Manager's Proposed Action:

MOTION _____, SECOND _____TO WAIVE THE READING AND ADOPT RESOLUTION 2024- ___ FOR THE APPROVAL OF SITE PLAN REVIEW FOR THE CONSTRUCTION OF AN ADDITION TO THE EXISTING STRUCTURE AT 7500 BROOKLYN BLVD N.

Overview:

Planning Commission:

The Planning Commission held a public hearing for this request at the April 10, 2024 Planning Commission Regular Meeting. No members of the public came to speak on this matter. The Planning Commission voted unanimously (6-0) to recommend the approval of the resolution as proposed.

Summary:

This request is for the construction of an addition to the existing structure located at 7500 Brooklyn Blvd N. This addition will include a 20ft by 100ft dry storage and merchandise addition as well as a 30ft by 100ft freezer addition. Currently the property owner is renting storage space offsite, including freezer space, and this addition is needed to continue business operations.

Land Use Plan	Employment
Current Zoning	VR – Village Redevelopment
Proposed Zoning	No proposed change
Site Area	1.17 acres
Conforms to	
Land Use Plan	Yes
Zoning Code	Yes
Subdivision Ordinance	Yes
Notification	Legal notice was published in the Sun Post, 58 Notices were mailed to properties within 500 feet, Proposed Development Sign was placed on the property, A Neighborhood email was sent to the Shingle Creek neighborhood.

60- and 120- Days (§15.99)	April 30, 2024; June 29, 2024

Previous Approvals:

This property was originally developed in 1966, prior to the adoption of the Brooklyn Park Zoning Code. It has operated as a commercial structure since its construction. In 2013 the City received a CUP application for tire installation and light auto repair, which was withdrawn during the process by the applicant, after which it continued to operate as a commercial location.

Current Conditions:

This site contains a 13,035 square foot commercial building that operates a grocery store and cafe.

Land Use/Zoning (and Overlay):

This property is zoned VR – Village Redevelopment. All uses in this zoning district are conditional, however, this property has been utilized as a commercial space since its construction in 1966.

Proposed Development:

The applicant is requesting an addition to the site that will include a 20ft by 100ft dry storage and merchandise on the east side of the existing structure, as well as a 30ft by 100ft freezer addition to the north side of the existing structure.

Site Plan Review:

Site plans must be reviewed against the evaluation criteria required by the Code (§ 152.033).

Pedestrian Circulation:

The pedestrian circulation existing on site meets the zoning requirements. Section 152.132 states that sidewalks must be provided within all developments except single- or two- family residential in locations that provide convenient, safe pedestrian access as determined by the city between principal uses and must be as direct as possible to minimize distance and other impediments to walking. This site is served by sidewalk on Brooklyn Blvd.

Parking:

The VR zoning district does not articulate parking minimums for this zoning district as the Village Redevelopment Plan indicates the desire for walkability. The property owner has indicated that the current striping is not practical and will be restriping in a manner that makes parking in the rear yard more feasible, while maintaining adequate fire lanes.

Enclosures and Screening:

The site currently stores waste containers indoors. If the business were to move the storage of waste outdoors, a waste enclosure must be constructed to meet the requirements of Zoning Code Section 152.357. The existing structure has a legally non-conforming unscreened rooftop HVAC unit. All rooftop HVAC units that are placed in different locations from the existing, or new rooftop HVAC units are required to meet screening requirements.

Landscaping:

The landscaping requirements of the VR district require all areas not occupied by buildings, parkways, driveways, sidewalks or other hard surface to be sodded or mulched and landscaped with approved ground cover, flowers, shrubbery and trees. There is no impact to greenspace with this request, and there are no

proposed changes to the landscaping plan.

Architectural Standards:

The proposed addition matches the existing structure and is composed of materials that meet the requirements outlined in the Village Redevelopment Plan.

Roadways:

The site is located on Brooklyn Boulevard, with two access points to the site.

Grading and Drainage:

There are no proposed changes to grading or drainage on the site.

Utilities:

The existing structure is already serviced by utilities, and the expansion of this restaurant can be supported.

The required findings of § 152.033 have been addressed and Staff recommends approval of the Site Plan Review.

Conditions of Approval:

Staff recommends the adoption of this resolution subject to the following conditions as listed in Section 5 of the resolution:

5.01 Bonding and escrow estimates must be provided prior to issuance of building permits.

Primary Issues/Alternatives to Consider:

1. Recommend approval of the site plan as presented.
2. Recommend approval of the site plan with modifications.
3. Recommend denial of the proposal based on certain findings.

Budgetary/Fiscal Issues: N/A

Attachments:

4.10A SITE PLAN RESOLUTION
4.10B PLANNING COMMISSION MINUTES
4.10C LOCATION MAP
4.10D PLAN SET

RESOLUTION #2024-

RESOLUTION FOR THE APPROVAL OF SITE PLAN REVIEW FOR THE CONSTRUCTION OF AN ADDITION TO THE EXISTING STRUCTURE AT 7500 BROOKLYN BLVD N.

Planning Commission File #24-107

WHEREAS, an application has been made by Shaw Construction for a Site Plan Review under the provisions of the City Code on properties legally described as:

UNPLATTED 28 119 21, *COM AT A PT ON S LINE OF LOT 1 BLK 6 DONNAYS BROOKDALE ESTATES 5TH DIS 230 FT E FROM SW COR OF BLK 5 SAID ADDN TH CONT E 150 FT TH S AT RIGHT ANGLES TO N LINE OF STATE HWY NO 152 TH NWLY ALONG SAID HWY LINE TO A PT DUE S FROM BEG TH N TO BEG, Hennepin County, Minnesota*

WHEREAS, the proposed development is consistent with the purposes of the Zoning District and the Comprehensive Plan; and

WHEREAS, the effect of the proposed use upon the health, safety, and welfare of surrounding lands, existing and anticipated traffic conditions, and its effect on the neighborhood have been considered; and

WHEREAS, the matter has been referred to the Planning Commission who held the public hearing on April 10, 2024.

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

The Site Plan Review for the construction of an addition to the existing structure is hereby approved with the following conditions:

1.00 DRAWINGS

1.01 Site, landscaping, and grading plans for the property on file in the City Clerk's office dated February 18, 2024 are approved, subject to conditions listed below.

2.00 BONDS, ESCROWS AND DIRECT PAYMENTS

2.01 A Development Contract and bonding shall be required as a development bond or letter of credit in the amount of **$_____.00**, a cash bond in the amount of **$_____.00**, and a developer's escrow in the amount of **$_____.00** as required by Chapter 152. The developer's escrow must be posted with the City to cover engineering, legal and administrative costs incurred by the City. If this account becomes deficient, it shall be the developer's responsibility to deposit additional funds. This must be done before final bonding obligations are complete.

3.00 REQUIRED DOCUMENTS

3.01 All utility construction, drainage, grading and development plans must be approved by the City Engineer prior to receiving a building permit.

4.00 GENERAL CONDITIONS

4.01 It shall be the developer's responsibility to keep active and up to date the developer's contract and financial surety (Letter of Credit, bonds, etc.). These documents must remain active until the developer has been released from any further obligation by City Council motion received in writing from the Engineering Department.

4.02 Before final bonding obligations are released, a certificate signed by a registered engineer must be provided. This certificate will state that all final lot and building grades are in conformance to drainage development plan(s) approved by the City Engineer.

4.03 No burying of construction debris shall be permitted on the site.

4.04 Dust control and erosion measures must be in place to prevent for dust and erosion including, but not limited to, daily watering, silt fences, and seeding. The City Engineer may impose measures to reduce dust and run-off.

4.05 Adequate dumpsters must be on site during construction. When full, they must be emptied immediately or replaced with an empty dumpster.

4.06 Signs must conform to the requirements of Chapter 150. The sign plans will be approved by staff to verify code compliance at time of building permit.

5.00 CONDITIONS

5.01 Bonding and escrow estimates must be provided prior to issuance of building permits.

6. PUBLIC HEARING

E. Planning Case #24-107 (Waterside Market) – Site Plan Review at 7500 Brooklyn Boulevard North

Associate Planner McDermott introduced the application from Waterside Market and provided details on the site location noting that the applicant is seeking approval for an addition which would provide additional storage and freezer space. They provided details on the zoning and adjacent uses. They reviewed the site plan noting that the existing parking lot would also be restriped to use that space more efficiently. Staff recommends approval of the request subject to the conditions within the draft resolution.

Commission Chair Cavin opened the public hearing.

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

Commission Chair Cavin asked for details on the type of business.

Associate Planner McDermott replied that this is a grocery store and deli.

Commissioner Wako commented that this is a busy street and is within walkable distance to residential areas, but believed most people would be driving to and from. He asked if there is adequate space for parking.

Associate Planner McDermott replied that the Code requirements do not have parking requirements within this zoning district because of the walkability of this area. They stated that public transportation is used by many customers to reach this business. They recognized that this is a challenging site but there is no additional space, which is why the parking lot is going to be restriped to encourage safer traffic patterns. They stated that the traffic engineer did review the plan as did the transportation department for the County.

Commissioner Udomah asked and received confirmation that the business already exists and operates in this location, therefore they have found a way to exist on this site. He noted that the expansion would provide additional storage space and would not increase the size of the customer area.

Associate Planner McDermott commented that the business is currently renting storage and freezer space offsite and therefore this would consolidate that onto this site.

Commissioner Arah asked if this is enough space for the business.

Associate Planner McDermott replied that the applicant did approach the City in the past in attempt to purchase the adjacent lot but there was already a pending purchase agreement for that site, so this is the space available at this time.

Commissioner Wako asked how the business handles the issue of parking at this time.

John Anderson, representing the applicant, commented that they have been working with the parcel to the west and they have provided ingress and egress traffic passageways. He stated that they have also worked with the Fire Department to develop these plans and the proposed layout provides ample room for parking and traffic circulation.

MOTION FRASER, SECOND BORER, TO RECOMMEND APPROVAL OF A SITE PLAN REVIEW FOR THE CONSTRUCTION OF AN ADDITION TO THE EXISTING STRUCTURE AT 7500 BROOKLYN BOULEVARD N, SUBJECT TO CONDITIONS IN THE DRAFT RESOLUTION.

MOTION CARRIED UNANIMOUSLY.

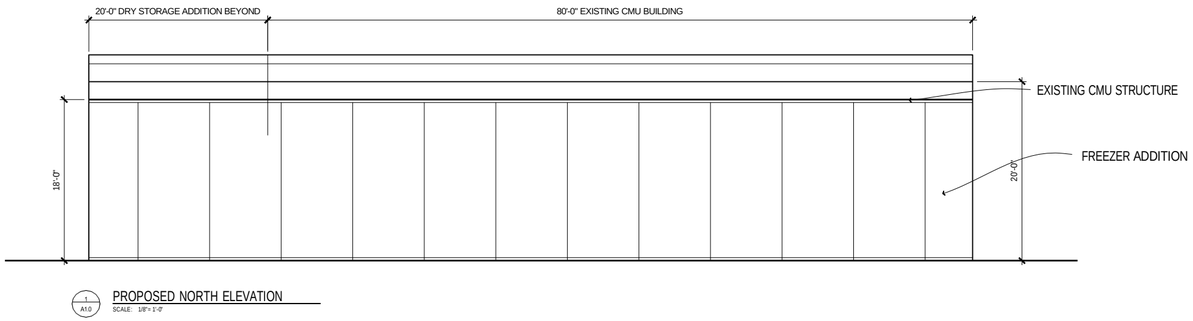
Commissioner Chair Cavin had to leave the meeting. Commissioner Fraser took over as Acting Commission Chair.



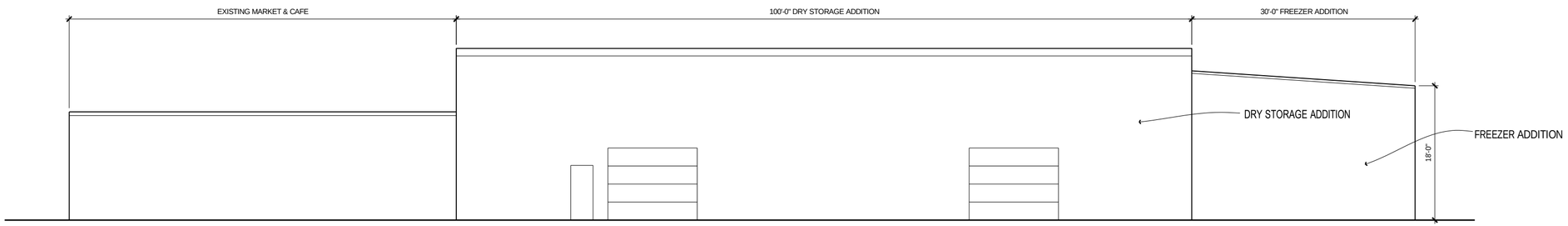
Site Plan Review
Case #24-107 – Waterside Market
Area of Request (August 2023 Air Photo)
7500 Brooklyn Blvd

Brooklyn Park





1 / A1.0 PROPOSED NORTH ELEVATION
SCALE: 1/8" = 1'-0"



2 / A1.0 PROPOSED EAST ELEVATION
SCALE: 1/8" = 1'-0"

PRELIMINARY DRAWING
NOT FOR CONSTRUCTION

JDA
DESIGN ARCHITECTS
Minnetonka, Minnesota 55343
Telephone: 612.817.0050
www.jdadesign.com
John@jdadesign.com

CONSULTANTS:

Additions to
Waterside Market

7500 Brooklyn Park
Brooklyn Park, Mn

CERTIFICATION:
I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly ARCHITECT under the laws of the State of Minnesota.

signature date

name registration number

REVISION HISTORY:

description	date

ISSUED FOR:
DESIGN REVIEW

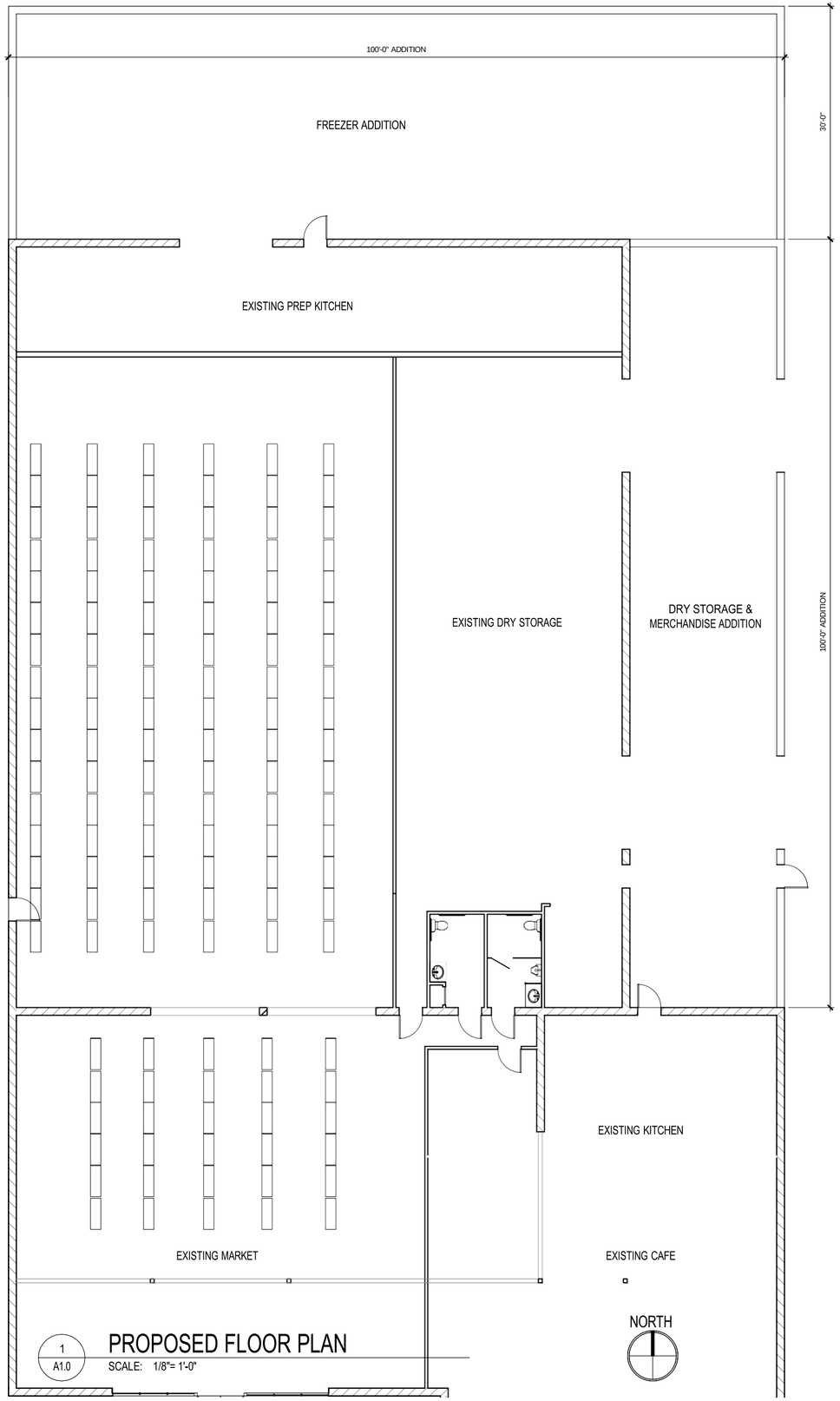
ISSUE DATE:
February 18 2024

DRAWN BY: MGE / JDA
CHECKED BY: JDA

SHEET TITLE:
EXTERIOR ELEVATIONS

SHEET NUMBER:
A2.0

© JDA DESIGN ARCHITECTS



1
A1.0

PROPOSED FLOOR PLAN

SCALE: 1/8"= 1'-0"

PRELIMINARY DRAWING
NOT FOR CONSTRUCTION

JDA
DESIGN ARCHITECTS

Minnetonka, Minnesota 55343
Telephone: 612.817.0050
www.jdadesign.com
John@jdadesign.com

CONSULTANTS:

Additions to
Waterside Market

7500 Brooklyn Park
Brooklyn Park, Mn

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signature date

name registration number

REVISION HISTORY:

description date

ISSUED FOR:
DESIGN REVIEW

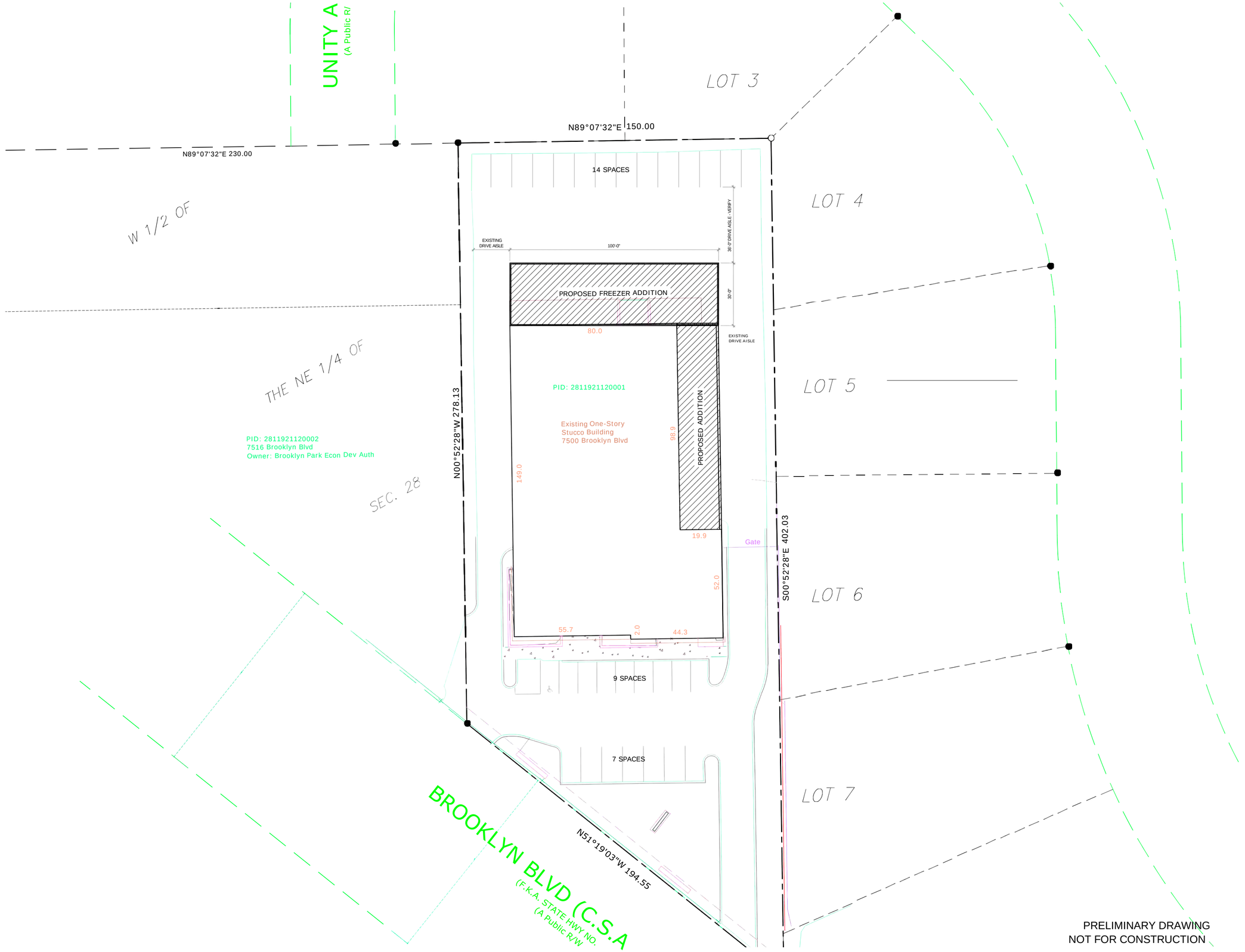
ISSUE DATE:
February 18 2024

DRAWN BY: MGE / JDA
CHECKED BY: JDA

SHEET TITLE:
PROPOSED
FLOOR PLAN

SHEET NUMBER:
A1.0

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PRELIMINARY DRAWING
NOT FOR CONSTRUCTION

JDA
DESIGN ARCHITECTS
Minnetonka, Minnesota 55343
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www.jdadesign.com
John@jdadesign.com

CONSULTANTS:

Additions to Waterside Market

7500 Brooklyn Park
Brooklyn Park, Mn

CERTIFICATION:
I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly ARCHITECT under the laws of the State of Minnesota.

signature | date

name | registration number

REVISION HISTORY:

description	date

ISSUED FOR:
DESIGN REVIEW

ISSUE DATE:
February 18 2024

DRAWN BY: MGE / JDA
CHECKED BY: JDA

SHEET TITLE:
PROPOSED
SITE PLAN

SHEET NUMBER:
S1.0

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City of Brooklyn Park
Request for Council Action

Agenda Item:	4.11	**Meeting Date:**	April 22, 2024
Agenda Section:	Consent	**Originating Department:**	Administration
Resolution:	X	**Prepared By:**	Catrice O'Neal, Workforce Development Program Director Felicia Jappah, Project Coordinator, Pandemic Response
Ordinance:	N/A		
Attachments:	2	**Presented By:**	Kim Berggren, Executive Director
Item:	Consider Amending the 2024 City Budget to Reallocate APRA Project Budget Funds from Economic Inclusion to Tuition Free College Outreach Program and Accept a Transfer of Funds from the 2024 EDA Budget to the City ARPA Budget for the Tuition Free College Outreach Program		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION #2024-_____ TO AMEND THE 2024 CITY OF BROOKLYN PARK BUDGET TO REALLOCATE APRA PROJECT BUDGET FUNDS FROM ECONOMIC INCLUSION TO TUITION FREE COLLEGE OUTREACH PROGRAM FOR $59,040 AND ACCEPT $30,000 TRANSFER FROM THE EDA WORKFORCE DEVELOPMENT BUDGET TO THE CITY'S ARPA BUDGET FOR THE TUITION FREE COLLEGE OUTREACH PROGRAM.

Overview:

On April 15, the EDA approved an amendment to the 2024 EDA Budget to transfer $30,000 from the 2024 Workforce Development Budget to the City of Brooklyn Park for the Tuition Free College Outreach Program.
In February 2024, the city approved the Tuition Free College Outreach Program led by BrookLynk and the Brooklyn Bridge Alliance for Youth (BBAY) with funding from Brooklyn Center American Rescue Plan Act (ARPA) and Brooklyn Park ARPA. This action is to request approval to reallocate $59,040 from the City's ARPA Economic Inclusion budget and accept the transfer from the EDA Brooklyn Center ARPA Workforce Development budget to the City's Brooklyn Park ARPA budget for the Tuition Free College Outreach Program. This budget amendment allows funds already in the budget to be reallocated and transferred from one budget to another – no new funds are requested.

Background:

This budget amendment is necessary to fund the Tuition Free College Outreach Program approved by the City of Brooklyn Park City Council using career pathways ARPA funds from both cities. The reallocation and transfer will allow the Tuition Free College Outreach Program to be funded using existing Workforce Development career pathways ARPA funds from the City of Brooklyn Park and the City of Brooklyn Center.

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues:

The Brooklyn Center ARPA workforce development funding was adopted by the EDA in the 2024 Workforce Development budget. This request allows the city to accept the transfer of $30,000 from the EDA Brooklyn

Center ARPA funds to the City's Brooklyn Park ARPA fund. The city will reallocate $59,040 of APRA project budget funds from Economic Inclusion to the Tuition Free College Outreach program.

Attachments:

4.11A RESOLUTION
4.11B BUDGET FINANCIAL ANALYSIS

RESOLUTION #2024-_____

RESOLUTION TO AMEND THE 2024 CITY OF BROOKLYN PARK BUDGET TO REALLOCATE APRA PROJECT BUDGET FUNDS FROM ECONOMIC INCLUSION TO TUITION FREE COLLEGE OUTREACH PROGRAM FOR $59,040 AND ACCEPT $30,000 TRANSFER FROM THE EDA WORKFORCE DEVELOPMENT BUDGET TO THE CITY'S ARPA BUDGET FOR THE TUITION FREE COLLEGE OUTREACH PROGRAM.

WHEREAS, the City of Brooklyn Center and the Brooklyn Park Economic Development Authority (EDA) entered into a Joint Powers Agreement (JPA) to work cooperatively to implement joint workforce development programs using American Rescue Plan Act (ARPA) funds for the residents of Brooklyn Center; and

WHEREAS, the City of Brooklyn Park approved $100,000 in ARPA funding from the two cities for the delivery of the Tuition Free College Outreach program led by BrookLynk and the Brooklyn Bridge Alliance for youth; and

WHEREAS, staff has requested and the EDA has approved the amendment to transfer ($30,000) from the 2024 Brooklyn Center ARPA funds for the Tuition Free College Program; and

WHEREAS, staff is requesting to amend the 2024 ARPA budget to reallocate APRA project budget funds from Economic Inclusion to Tuition Free College Outreach program for $59,040 and accept the transfer of $30,000 of the Brooklyn Center ARPA funds from the EDA to the Brooklyn Park ARPA Tuition Free College fund; and

NOW, THEREFORE, BE IT RESOLVED the City budget is amended to reallocate ARPA project budget funds from Economic Inclusion to Tuition Free College Outreach program and accept the $30,000 in the 2024 ARPA budget as follows:

Changes to the GENERAL LEDGER Budget

Financing Changes

Fund	Revenue Classification	Description	Current Budget	Changes	Amended Budget
206	Transfers In	Transfer from BC ARPA JPA	$ -	$ 30,000.00	$ 30,000.00
					$ -
		Total	$ -	$ 30,000.00	$ 30,000.00

Spending Changes

Fund	Expense Classification	Description	Current Budget	Changes	Amended Budget
206	Contractual Services	ARPA Workforce Devolopment Tuition Free Program	$ 99,000.00	$ 30,000.00	$ 129,000.00
					$ -
		Total	$ 99,000.00	$ 30,000.00	$ 129,000.00

Changes to the PROJECT Budget

Spending Changes

Project Number	Expense Category	Description	Current Budget	Changes	Amended Budget
GRFARP-NI-TFC	Contractual Services	BBA Professional Services Contract	$ -	$ 89,040.00	$ 89,040.00
GRFARP-NI-EICP	Contractual Services	Reduce Economic Inclusion Budget for TFC	$ 84,000.00	$ (59,040.00)	$ 24,960.00
					$ -
		Total	$ 84,000.00	$ 30,000.00	$ 114,000.00

City of Brooklyn Park Financial Analysis

Brooklyn Park
Unique. United. Undiscovered.

City Council Meeting Date: April 22 2024

RFCATitle: ARPA Budget Amendment for Career Pathways

Agenda Section/Number: 4.11

Fiscal Analysis/Explanation for Budget Amendment:

Reallocate APRA project budget funds from Economic Inclusion to Tuition Free College Outreach program for $59,040 and accept $30,000 transfer from the EDA workforce development budget to the City's ARPA budget for the Tuition Free Collee Outreach Program.

Changes to the GENERAL LEDGER Budget

Financing Changes

Fund	Revenue Classification	Description	Current Budget	Changes	Amended Budget
206	Transfers In	Transfer from BC ARPA JPA	$ -	$ 30,000.00	$ 30,000.00
					$ -
			Total $ -	$ 30,000.00	$ 30,000.00

Spending Changes

Fund	Expense Classification	Description	Current Budget	Changes	Amended Budget
206	Contractual Services	ARPA Workforce Devolopment Tuition Free Program	$ 99,000.00	$ 30,000.00	$ 129,000.00
					$ -
			Total $ 99,000.00	$ 30,000.00	$ 129,000.00

Changes to the PROJECT Budget

Spending Changes

Project Number	Expense Category	Description	Current Budget	Changes	Amended Budget
GRFARP-NI-TFC	Contractual Services	BBA Professional Services Contract	$ -	$ 89,040.00	$ 89,040.00
GRFARP-NI-EICP	Contractual Services	Reduce Economic Inclusion Budget for TFC	$ 84,000.00	$ (59,040.00)	$ 24,960.00
					$ -
			Total $ 84,000.00	$ 30,000.00	$ 114,000.00

City of Brooklyn Park
Request for Council Action

Agenda Item:	4.12	**Meeting Date:**	April 22, 2024
Agenda Section:	Consent	**Originating Department:**	Finance
Resolution:	X	**Prepared By:**	Cheryl Keene, Finance Assistant I
Ordinance:	N/A		
Attachments:	1	**Presented By:**	LaTonia Green, Finance Director
Item:	Authorize the Acceptance of First Quarter Donations/Gifts		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION #2024-_____ AUTHORIZING STAFF TO ACCEPT GIFTS OF REAL AND PERSONAL PROPERTY PURSUANT TO MINNESOTA STATUES, SECTION 465.03.

Overview:

Minnesota Statute 465.03 allows for the acceptance of donations and gifts by resolution of the City Council. Gifts with a value of $15,000 or less can be included in a report to Council.

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues: N/A

Attachments:

4.12A RESOLUTION

RESOLUTION #2024-

RESOLUTION AUTHORIZING STAFF TO ACCEPT GIFTS OF REAL AND PERSONAL PROPERTY PURSUANT TO MINNESOTA STATUES, SECTION 465.03

WHEREAS, the City of Brooklyn Park is generally authorized to accept donations of real and personal property pursuant to Minnesota Statute, Section 465.03; and

WHEREAS, the following entities have offered to contribute gifts/donations as set forth below to the city:

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Park that staff be authorized to accept the donations.

		2024 Donations - 1st Quarter			
		Name of Recipient	**Name of Entity**		
Qt	**Date**	**Department**	**Making Donation**	**Description of Donation**	**Total $ Value**
1st	1/31/2024	Recreation & Parks	Collette Guyot-Hempel	Pizza donation for chess club	$ 100.00
1st	2/15/2024	Recreation & Parks	Collette Guyot-Hempel	Cash donation for chess club	$ 100.00
1st	2/21/2024	Police	Anonymous community members	80 scarves, 75 pairs gloves, 46 packs of socks	$ 1,005.00
1st	2/1/2024	Administration	Café Donuts - Champlin	Misc. Donuts for team members	$ 25.00
1st	3/21/2024	Recreation & Parks	Callette Guyott-Hempel	Donation for chess club	$ 200.00
1st	3/15/2024	Police	Anonymous	Chipotle gift card	$ 25.00
1st	24-Mar	Comm Devel	Stearns Bank	Small Business Center Operations	$ 5,000.00
		Total			**$ 6,455.00**

City of Brooklyn Park
Request for Council Action

Agenda Item:	4.13	**Meeting Date:**	April 22, 2024
Agenda Section:	Consent	**Originating Department:**	Administration
Resolution:	N/A		
Ordinance:	N/A	**Prepared By:**	Devin Montero, City Clerk
Attachments:	8	**Presented By:**	Devin Montero
Item:	Approval of Minutes		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO APPROVE THE MINUTES OF THE BROOKLYN PARK SPECIAL CITY COUNCIL MEETING OF JANUARY 29, 2024 AS PRESENTED BY THE CITY CLERK.

MOTION _____, SECOND _____, TO APPROVE THE MINUTES OF THE BROOKLYN PARK SPECIAL CITY COUNCIL MEETING OF FEBRUARY 5, 2024 AS PRESENTED BY THE CITY CLERK.

MOTION _____, SECOND _____, TO APPROVE THE MINUTES OF THE BROOKLYN PARK CITY COUNCIL MEETING OF MARCH 11, 2024, AS PRESENTED BY THE CITY CLERK.

MOTION _____, SECOND _____, TO APPROVE THE MINUTES OF THE BROOKLYN PARK CITY COUNCIL MEETING OF MARCH 25, 2024 AS PRESENTED BY THE CITY CLERK.

MOTION _____, SECOND _____, TO APPROVE THE MINUTES OF THE BROOKLYN PARK SPECIAL CITY COUNCIL MEETING OF APRIL 1, 2024 AS PRESENTED BY THE CITY CLERK.

MOTION _____, SECOND _____, TO APPROVE THE MINUTES OF THE BROOKLYN PARK BOARD OF APPEAL AND EQUALIZATION MEETING OF APRIL 8, 2024 AS PRESENTED BY THE CITY CLERK.

MOTION _____, SECOND _____, TO APPROVE THE MINUTES OF THE BROOKLYN PARK CITY COUNCIL MEETING OF APRIL 8, 2024 AS PRESENTED BY THE CITY CLERK.

MOTION _____, SECOND _____, TO APPROVE THE MINUTES OF THE BROOKLYN PARK SPECIAL CITY COUNCIL MEETING OF APRIL 15, 2024 AS PRESENTED BY THE CITY CLERK.

.**Overview:** N/A

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues: N/A

Attachments:

4.13A SPECIAL CITY COUNCIL MEETING MINUTES, JANUARY 29, 2024
4.13B SPECIAL CITY COUNCIL MEETING MINUTES, FEBRUARY 5, 2024
4.13C REGULAR CITY COUNCIL MEETING MINUTES, MARCH 11, 2024
4.13D REGULAR CITY COUNCIL MEETING MINUTES, MARCH 25, 2024
4.13E SPECIAL CITY COUNCIL MEETING MINUTES, APRIL 1, 2024

4.13F BOARD OF APPEAL AND EQUALIZATION MEETING MINUTES, APRIL 8, 2024
4.13G REGULAR CITY COUNCIL MEETING MINUTES, APRIL 8, 2024
4.13H SPECIAL CITY COUNCIL MEETING MINUTES, APRIL 15 2024

SPECIAL BROOKLYN PARK CITY COUNCIL MEETING

Monday, January 29, 2024
5:35 p.m.

Brooklyn Park City Hall
Room A203
5200 85th Avenue North

CALL TO ORDER – Mayor Hollies Winston

PRESENT Mayor Hollies Winston; Council Members, Christian Eriksen, Xp Lee, Nichole Klonowski, Maria Tran, and Tony McGarvey; City Manager Jay Stroebel; Police Chief Mark Bruley; HR Attorney Mike Freske, HR Director Sarah Kraabel, Operations and Maintenance Director Dan Ruiz,, and City Clerk Devin Montero.

ABSENT: Council Member Boyd Morson (excused)

2.1 To Close the Meeting Pursuant To Minnesota Statutes, Section 13d.03 Subdivision 1(B) To Discuss And Consider Matters Relating To Labor Negotiations And Strategies. The Meeting Is Closed Pursuant to MS Section 13D.03 Subdivision 1(B).

2.1 MOTION WINSTON, SECOND KLONOWSKI TO CLOSE THE MEETING PURSUANT TO MINNESOTA STATUTES, SECTION 13D.03 SUBDIVISION 1(b) TO DISCUSS AND CONSIDER MATTERS RELATING TO LABOR NEGOTIATIONS AND STRATEGIES. MOTION PASSED UNANIMOUSLY.

At 5:35 p.m. the Mayor and Council met in a closed session.

HR Attorney Freske briefed the Council on the labor negotiations with the Brooklyn Park Police Federation and International Union Of Operating Engineers (IUOE), Local No. 49.

At 6:00 p.m. the Mayor and Council ended the closed session and reconvened the special meeting.

The meeting adjourned at 6:00 p.m.

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HOLLIES WINSTON, MAYOR

_____
DEVIN MONTERO, CITY CLERK

SPECIAL BROOKLYN PARK CITY COUNCIL MEETING

Monday, February 5, 2024
6:10 p.m.

Brooklyn Park Police Department
Training Room
5400 85th Avenue North

CALL TO ORDER – Mayor Hollies Winston

PRESENT: Mayor Hollies Winston; Council Members Christian Eriksen, Maria Tran, Xp Lee, Nichole Klonowski and Tony McGarvey; City Manager Jay Stroebel; and Facilitators Assistant to the City Manager Zach Kramka and Community Engagement Manager Josie Shardlow.

ABSENT: Council Member Boyd Morson (excused)

Also Present: Assistant City Manager Dr. Angel Smith, Deputy Police Chief Bill Barritt, Fire Chief Shawn Conway, Finance Director LaTonia Green, Operations and Maintenance Director Dan Ruiz, Community Development Director Kim Berggren, Recreations and Parks Director Brad Tullberg, Communications Manager Risikat Adesaogun; Racial Equity Diversity and Inclusion Manager Marcellus Davis, HR Director Sarah Kriewall; IT Manager Keith Ehrlichman, City Clerk Devin Montero.

At 6:10 p.m. City Manager Stroebel welcomed everyone and provided the meeting purpose and goals; and would focus on the 2024 BP 20025 Citywide Strategic Projects and 2024 Department Director Priorities.

At 6:18 p.m. Facilitator Shardlow provided the Agenda, Meeting agreements, and an ice breaker question. She stated they would reflect on the 2023 Accomplishments, with a priority setting workshop and a wrap up discussion.

Facilitator Shardlow started off with an ice breaker question.

At 6:29 p.m. Facilitator Shardlow asked the participants to reflect on the **2023 Accomplishments**:

- Land value study moratorium
- Legislative Victories
- Steps to Fair Contracting
- Understanding city issues-commercial property values and addressing it
- Expansion of Cadit Program
- Public Safety – good reputation and community relations
- Racial Equity-Resident-take opinions-Communities (Results)
- Small Business Center
- Infrastructure Projects
- National Night Out
- ART
- Community Engagement-Townhalls
- Recognizing Black History Month
- Public Safety Manager Position

At 6:36 p.m. Facilitator Shardlow stated they would start on a environmental scan exercise and asked the council to pair up and share their thoughts on **Strengths, Opportunity Areas, Challenges and Results.** She stated after that she would do a full group conversation with those items.

At 6:37 p.m. the council paired up in groups and discussed the environmental scan categories.

At 6:50 p.m. the Facilitator Shardlow reconvened the meeting with all the groups and discussed the **Strengths, Opportunity Areas, Challenges and Results.**

STRENGTHS:

- Staff Depth
- Diversity
- Strong will and resilience
- Size of the city
- Commitment
- Big Vision
- Undeveloped land (Opportunity Area)
- Big part of Northwest region
- Location/Geography
- Green Space
- Council-Skill Sets
- Colleges
- Young Workforce
- Immigrant population

OPPORTUNITY AREAS:

- Undeveloped land
- Joint Powers
- Regional Roles Leveraging
- Speeding up of opening business plans
- Bring diverse population together
- Bolster creative artistic
- Employer opportunity grows more jobs
- More higher market rate apartments
- Jollof Rice leader

CHALLENGES:

- Money
- Lack of cooperation
- Disengagement with Government – Residents
- Interest Rate
- Courage to Face negativity
- People’s social well being
- LGA Formula
- More youth activities/entertainment space

- Public Safety
- Joint Powers-Working with other governments, school districts
- Racial Disparities
- HOA Challenges
- Apartments-dignified housing

RESULTS:

- Procurement of Diversity Programs
- Lowering property taxes
- Low crime
- Increase unity
- 10,000 jobs gain
- Lowering violent crime
- Development of a score card
- More community engagement in council meetings
- Accessibility to council
- A traveling council
- Less litter in the city

At 7:08 p.m. Facilitator Shardlow asked the participants what takeaways, insights, or themes came to mind on the environmental scan.

- Economic Issues
- Lack of investment in the city
- Region underinvested
- Nonprofit sectors need help
- How to support nonprofits to survive

At 7:13 p.m. Facilitator Shardlow called for a recess.

At 7:21 p.m. Facilitator Shardlow reconvened the meeting. She stated the next exercise was on the Council/SMT prioritization discussion. She briefed on the next part of the council retreat with council and staff.

- Goal conversations – getting input from Council on priorities.
- Group prioritization dotmocracy

At 7:22 p.m. Ms. Shardlow conducted a Goal Prioritization with the staff and council. Designated staff were assigned to the 6 goals and asked questions to council members visiting each goal station and wrote answers on a flipchart on the council's priority.

1. Which strategies/projects are you glad to see listed that you want to affirm or show support for? (Underline/circle on the inventory)

2. Which strategies/projects do you have questions or concerns about? (Answer the questions/concerns as you can, note outstanding pieces on the inventory or here)

3. What's missing? What current or potential strategies/projects would be impactful that you don't see on the list?

4. When thinking about the community's needs in this goal area, with which strategies/projects can we make the biggest impact as a city? These could be from the inventory list or new items.

At 8:13 p.m. staff and council returned to their chairs and staff reported on their conversations with the council and their priority items written on the flip chart.

Goal 1: United Community
- Expand community event offerings and promotion to reach new residents
- Positive image through centralized communication
- Community hashtag campaign #BPPride/#BPStrong
- Increase staff cultural competency
- Neighborhood strategies

Goal 2: Beautiful Places
- Leverage EDA land to create beautiful spaces and cultural places
- Create destination amenities (Ex. international square, arts, sculptures, fountains)
- Cultural education and awareness
- Livable and safe neighborhoods

Goal 3: Thriving Economy
- Worker protections and fair pay towards economic inclusion
- Biotech innovation district
- NW Tourism re-boot
- Promote healthier restaurants for public health

Goal 4: Healthy & Safe People
- Promote community connection – Break down silos in neighborhoods
- Re-imagining public safety – garbage cleanups
- Adopt Youth Group Violence Intervention (YGVI) strategies to decrease violent crime in BP and region
- Education with police department regarding wage theft investigations to deter and prevent in community
- Gauge community tolerance of tax impacts for community needs and amenities
- Hire public safety manager and create new vision of public safety in BP

Goal 5: Increased Equity
- Adopt Racial Equity Principles
- Youth intervention programs
- Workforce development strategies (with a youth lens)
- Develop procurement program

Goal 6: Effective, Engaging Government
- Continuous improvement initiative
- Connect with hard to reach residents
- Respectful workplace policy update
- Executing legislative priorities

At 8:31 p.m. staff and council members placed dots on items written on the flip charts as a final prioritization.

SUBGOAL/PROJECT/INITIATIVE	TOTAL VOTES	STAFF/COUNCIL BREAKDOWN
Biotech innovation district	10	Council – 4; Staff – 6
Respectful workplace policy update	8	Council – 1; Staff – 7
Youth Group Violence Intervention	6	Council – 1; Staff – 5
Racial equity principles	5	Council – 1; Staff – 4
Reimagining public safety	5	Council – 2; Staff – 3
Youth intervention programs	4	Council – 0; Staff – 4
Expand community event offerings and promotion to reach new residents	3	Council – 1; Staff – 2
Workforce development (Youth perspective)	2	Council – 0; Staff – 2
Procurement program	2	Council – 1; Staff – 1
Promote community connection	2	Council – 1; Staff – 1
Leverage EDA land	2	Council – 1; Staff – 1
Destination amenities	2	Council – 1; Staff – 1
Executing legislative priorities	1	Council – 1; Staff – 0
Gauge community tolerance of tax impacts for community needs/amenities	1	Council – 1; Staff – 1
Neighborhood strategies	1	Council – 1; Staff – 0
Increase staff cultural competency	1	Council – 0; Staff – 1
Community hashtag	1	Council – 1; Staff – 0
Positive image through centralized communication	1	Council – 0; Staff – 1

At 8:35 p.m. discussions were held on the placement of the dots.

At 8:57 p.m. Mayor Winston thanked everyone for their participation and engagement in the retreat activities.

ADJOURNMENT - With consensus of the Council, Mayor Winston adjourned the meeting at 9:02 p.m.

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HOLLIES WINSTON, MAYOR

_____
DEVIN MONTERO, CITY CLERK

REGULAR BROOKLYN PARK CITY COUNCIL MEETING

Monday, March 11, Date, 2024
6:00 p.m.

Brooklyn Park Council Chambers
5200 85th Avenue North

CALL TO ORDER - Mayor Hollies Winston

PRESENT Mayor Hollies Winston; Council Members Boyd Morson, Xp Lee, Christian Eriksen, Tony McGarvey and Nicole Klonowski; City Manager Jay Stroebel; City Attorney Tolar Siobhan; Community Development Director Kim Berggren; Finance Director LaTonia Green; Operations and Maintenance Director Dan Ruiz; Recreation and Parks Director Brad Tullberg; Police Chief Mark Bruley and City Clerk Devin Montero.

ABSENT: None.

REMOTE ATTENDANCE: Council Member Maria Tran (Scheduled to attend at 7pm)

Mayor Winston read a statement regarding a Council member participating by telephone or other electronic means.

Mayor Winston opened the meeting with the Pledge of Allegiance.

2A RESPONSE TO PRIOR PUBLIC COMMENT

City Manager Stroebel stated there were three public comments at the last council meeting. Collette Guyott Hempel provided input and suggestions on amenities needed in the community; Cindy Hill thanked everyone for the Black History Month event; and Mr. Howard Dotson and none of them needed a formal response.

2B PUBLIC COMMENT

1. Howard Dotson, 14103 68th Pl, Maple Grove. He stated it was twice now there was a situation where rules read by the mayor were not followed when he was giving public comment.

Mayor Winston stated his comments were of a personal grievance and encouraged Mr. Dotson to move on to other items or other council members would correct him too.

Mr. Dotson stated he had concerns about campaign finance, conflicts of interest with MIB and with Restoration Ministries. He stated he saw there was a news story about a new program on violence interrupters in the police station and he hoped that no one in that program was connected to those groups he had concerns about. He stated he found it a double standard where two could go to Japan on the city's dime and Council Member Morson couldn't go to Washington DC and he should be in Washington DC with the League of Cities. He asked what the benefit of the mayor and city manager going to Japan was.

Mayor Winston stated there needed to be a discussion by the council where people who were not residents of the city continued to make personal attacks and not have the capacity to understand the rules and stated if Mr. Dotson continued with the personal grievances, he would be cut off sooner and it would go to another level.

2. Collette Guyotte Hemple, 9277 Trinity Gardens. She requested the council put a referendum forward this fall on the November ballot. She realized typically a referendum took 8 months to prepare as stated at last week's meeting. She stated the pain between the ice rinks and basketball courts and the division in the city was almost getting to a boiling point. She stated she provided the council with information regarding what other cities comparable to the city were doing. She stated the city of Brooklyn Center, one third the size of the city, was trying to get a sales tax referendum passed to create two gyms and asked why the city couldn't get three and ask for a swimming pool. She stated Brooklyn Center had a swimming pool and Brooklyn Park residents had been asking for one for decades. She stated she would like to see a business write out a check for $10 million but wouldn't see it.

   She stated it was going to be on everyone to put some skin in the game and decide everyone was of equal value and the needs of every citizen was important. She stated it should be the voter's decision in November with the two questions. The fact it had been made clear, $13 million was needed to add basketball courts and keep the ice rinks. Another $5 to $10 million was needed for a teen center promised in 2018, Another $5 to 7 million was needed for the senior center. She stated if they totaled all of them and did a swimming pool, they needed $80 million and should be the tax payer's decision. She stated she got her property assessment today and $6,000 was added to her property and cut the homestead credit again. She stated everyone needed to work together to unite the community or the violence was going to keep going and people were still going to keep being offended. She stated asked the council to review the survey from April 2022, the September 5, 2023, work session on and the November work session at the council meeting, and they would see the need.

3. Andrea Perez Maikulla; 5147 95th way. She stated two weeks ago on Monday, February 26 the council voted to table indefinitely the discussion brought by the Human Rights Commission to work on a cease fire resolution on Gaza. She stated the council said, HRC needed to focus on things in the city. She wanted to tie things to the city related to the resolution. They had a genocide being livestreamed 24/7 to the entire world. They were becoming desensitized to violence and had come to expect inaction from politicians. When they heard gun shots in the streets, they had also expected inaction. She stated they would become if not already, desensitized to the violence in the communities and asked what that did to their mental health. She asked if they were not willing to demand an immediate cease fire and put an end to the genocide happening right before their eyes, was the council increasing mental health and community resources on the city's dime to all residents of the city or were they going to continue to pretend everything was business as usual.

   She also thought of the enlisted service people who lived those lives and worked in the city who might be deployed to fight alongside one of the most powerful and sophisticated military in the world, to perpetuate a genocide against people without an army. She asked about them and about the families they would leave behind.

   She stated as witnessed in the aftermath of the murder of George Floyd by the Minneapolis police in 2020, worldwide protests erupted in all seven continents. Articles were written about the global impact that one event in Minneapolis had. She asked to image if other councils around the country and their counter parts around the world would have chosen to stay silent because it did not happen in their backyard. She stated

one article mentions the activists saw George Floyd's death as a symbol of the intolerance and injustice they faced at home.

She stated that was what they were advocating for, and it was narrow minded to think that a cease fire resolution was out of bounds for the city's Human Rights Commission. She stated, one, the taxpayer dollars were funding a genocide in Gaza. Two, there were human rights everywhere. She stated the lives of people in Brooklyn Park mattered more nor less than the lives of people in Gaza and quoted a passage from Lilla Watson, Aboriginal elder and activist.

She stated when she thought of her children in a few years' time, the genocide of the Palestinian people and US government's involvement would be permanently inked in their history class textbooks. When they asked her, what did she do in 2023/2024 to prevent that from happening, she stated she would lift her head up high and tell them that she used her voice to advocate for Gaza. That she spoke with the elected officials and gave them an opportunity to do the right thing. Instead of listening they used their political power to silence their recommendation, squashed it before the work session, and worried about optics rather than doing the humane thing.

4. Kari Palestino, 5237 Kings Circle N. She stated she lived behind the water treatment plant for 22 years. She stated it was the first year that she had to pick up at least of 1 to 2 bags of garbage every single day and was just insane. She didn't know where to go or what to do about it and wanted to start with the council. She wanted to know what the city, county and state were doing about all the garbage everywhere. She stated driving down I94 into Minneapolis, there was more and more garbage. She stated she should not have to pick up garbage every single day and had gotten out of hand. She stated in years past there was a spring cleaning and she would pick up trash around and that was that. This year she had to pick up 1 to 2 bags of garbage every single day. She stated she grew up with a commercial on the air where there was a Native American crying and talking about not littering and that was very impactful for her. She stated she didn't litter and didn't get why other people did it. She stated it was not just littering and the area was a wind tunnel and windy there all the time.

   She thought there should be a garbage monitor when there was one when she first moved into her house. They would come around and put nasty grams on their garbage cans if they were not following the rules. She stated she didn't see that happening anymore and people's garbage was overflowing on garbage day and with the wind picking up, it just blew it everywhere. She stated people did not have enough garbage cans to handle their garbage. With the guys taking down the library, it was windy while they were doing it and all the sudden there was trash in the field behind her house. She stated she had heard that some states were fining corporations, for example, if someone found a Pepsi bottle littered, Pepsi corporation would be fined to encourage people to not litter. She stated it would be nice if something like that could happen and asked if the city got rid of the garbage monitor.

3A. MOTION KLONOWSKI, SECOND MCGARVEY TO APPROVE THE AGENDA AS SUBMITTED BY THE CITY CLERK.

Council Member Eriksen made a friendly amendment to the motion to move items 10.1, 10.2 and 10.3 to the Discussion Items as 8.1, 8.2 and 8.3.

Council Members Klonowski and McGarvey accepted the friendly amendment to the motion.

Mayor Winston called for a roll call vote.

3A THE MOTION PASSED ON A ROLL CALL VOTE AS FOLLOWS: YES-KLONOWSKI, LEE, ERIKSEN, MORSON, MCGARVEY AND WINSTON; NO-NONE.

3B PUBLIC PRESENTATIONS/PROCLAMATIONS/RECEIPT OF GENERAL COMMUNICATIONS

3B.1 Introduction of New Employees.

Finance Director Green introduced Mike Kaehler and Kevin Dinh as new employees to the finance department.

Community Development Michelle Peterson introduced Christopher George as a new employee to the Community Development Department.

3B.2 Human Rights Commission Annual Report and 2024 Work Plan.

Dr. Marcellus Davis introduced briefed the council and introduced Andre Perez Maikkula, Commissioner. She presented the Human Rights Commission Annual Report and 2024 Work Plan.

3B.2 MOTION WINSTON, SECOND LEE TO ACCEPT THE HUMAN RIGHTS COMMISSION 2024 WORK PLAN.

Mayor Winston called for a roll call vote.

3B.2 THE VOTE ON THE MOTION PASSED ON A ROLL CALL VOTE AS FOLLOWS: YES-KLONOWSKI, LEE, ERIKSEN, MORSON, MCGARVEY AND WINSTON; NO-NONE.

3B.3 Mayor’s Proclamation to Recognize and Honor the Month of March 2024 as Women’s History Month in the City of Brooklyn Park.

Mayor Winston stated Council Member Klonowski would read the proclamation.

Council member Klonowski read a proclamation to recognize and proclaim the Month of March, 2024 as a “Women’s History Month” in the city of Brooklyn Park.

At 6:58 p.m. Council Member Tran joined the meeting.

Mayor called for a break to take pictures.

At 6:59 p.m. Mayor Winston reconvened the meeting.

3B.4 Arts and Engagement Update, Re-Beautification Survey, and 2023 Photo Contest Winners Presentation.

Recreation and Parks Director Brad Tullberg introduced Tashawna Williams, Arts and Engagement Specialist, and she gave an Arts and Engagement update, Re-Beautification Survey,

and the 2023 Photo Contest Winners.

4.0 MOTION ERIKSEN, SECOND MCGARVEY TO APPROVE THE FOLLOWING ADMINISTRATIVE CONSENT ITEM:

4.1 TO FULLY RELEASE THE WESTERN SURETY COMPANY BOND #30127231 ($1,825,900.00), TO FULLY RELEASE THE WESTERN SURETY COMPANY BOND #30112019 ($1,044,000.00), TO FULLY REALEASE THE WESTERN SURETY COMPANY BOND #30127230 ($1,362,400.00) FOR SUBSTANTIAL COMPLETION OF THE “610 COMMERCE CENTER 5TH” PROJECT #21-113.

4.2 TO WAIVE THE READING AND ADOPT RESOLUTION #2024-38 TO ACCEPT BIDS AND AWARD THE CONTRACT FOR THE 2024 MSA CRACK SEAL PROJECT TO ALLIED BLACKTOP COMPANY.

4.3 TO APPROVE THE SUMMARY OF ORDINANCE #2024-1299 DETERMINING THAT IT CLEARLY INFORMS THE PUBLIC OF THE INTENT AND EFFECT OF THE ORDINANCE.

4.4 TO WAIVE THE READING AND ADOPT RESOLUTION #2024-39 TO APPROVE AMENDMENTS TO THE CAPITAL IMPROVEMENT PROJECT BUDGET TO INCLUDE CIP4053.

4.5 TO RECEIVE AND PLACE ON FILE THE PETITION FOR VACATING ALL THAT PART OF THE DRAINAGE AND UTILITY EASEMENTS ON LOTS 3, EDINBURGH CENTRE THIRD ADDITION (EXCEPTING THE SOUTHEASETERLY 10 FEET THEREOF), ACCORDING TO THE RECORDED PLAT THEREOF, HENNEPIN COUNTY, MINNESOTA

4.5 TO WAIVE THE READING AND ADOPT RESOLUTION #2024-40 ORDERING A PUBLIC HEARING FOR THE VACATING ALL THAT PART OF THE DRAINAGE AND UTILITY EASEMENTS ON LOTS 3, EDINBURGH CENTRE THIRD ADDITION (EXCEPTING THE SOUTHEASETERLY 10 FEET THEREOF), ACCORDING TO THE RECORDED PLAT THEREOF, HENNEPIN COUNTY, MINNESOTA

Mayor Winston called for a roll call vote.

4.0 THE MOTION PASSED UNANIMOUSLY ON A ROLL CALL VOTE AS FOLLOWS: YES-LEE, ERIKSEN, MORSON, MCGARVEY, TRAN, KLONOWSKI, AND WINSTON; NO-NONE.

5. PUBLIC HEARINGS-None.

6. LAND USE ACTIONS-None.

7. GENERAL ACTION ITEMS.

At 7:21 p.m. Council Member Morson departed the Chambers.

7.1 Appointments to Commission.

BUDGET ADVISORY COMMISSION (BAC).

7.1 MOTION WINSTON, SECOND ERIKSEN TO:

REAPPOINT NAHASHAN MOBISIA TO THE BUDGET ADVISORY COMMISSION REPRESENTING THE CITY AT-LARGE EFFECTIVE APRIL 1, 2024 FOR A THREE-YEAR TERM TO EXPIRE APRIL 1, 2027.

APPOINT WOLF MADSEN-FORREST TO THE BUDGET ADVISORY COMMISSION REPRESENTING THE CENTRAL DISTRICT EFFECTIVE APRIL 1, 2024 FOR A THREE-YEAR TERM TO EXPIRE APRIL 1, 2027.

REAPPOINT TERRI MERRILL TO THE BUDGET ADVISORY COMMISSION REPRESENTING THE WEST DISTRICT EFFECTIVE APRIL 1, 2024 FOR A THREE-YEAR TERM TO EXPIRE APRIL 1, 2027.

Mayor Winston called for a roll call vote.

7.1 THE MOTION PASSED ON A ROLL CALL VOTE AS FOLLOWS: YES-ERIKSEN, MCGARVEY, TRAN, KLONOWSKI, LEE AND WINSTON; NO-NONE.

COMMUNITY LONG-RANGE IMPROVEMENT COMMISSION (CLIC).

7.1 MOTION WINSTON, SECOND LEE TO:

APPOINT CINDY JOHNSON TO THE COMMUNITY LONG-RANGE IMPROVEMENT COMMISSION REPRESENTING THE CITY AT-LARGE EFFECTIVE APRIL 1, 2024 FOR A THREE-YEAR TERM TO EXPIRE APRIL 1, 2027.

APPOINT PATRICK HOTH TO THE COMMUNITY LONG-RANGE IMPROVEMENT COMMISSION REPRESENTING THE CITY AT-LARGE EFFECTIVE APRIL 1, 2024 FOR A THREE-YEAR TERM TO EXPIRE APRIL 1, 2027.

APPOINT THEO HARRIS TO THE COMMUNITY LONG-RANGE IMPROVEMENT COMMISSION REPRESENTING THE CITY AT-LARGE EFFECTIVE IMMEDIATELY FOR THE BALANCE OF A TERM TO EXPIRE APRIL 1, 2025.

REAPPOINT MARY HOOGHEEM TO THE COMMUNITY LONG-RANGE IMPROVEMENT COMMISSION REPRESENTING THE CENTRAL DISTRICT EFFECTIVE APRIL 1, 2024 FOR A THREE-YEAR TERM TO EXPIRE APRIL 1, 2027.

APPOINT NAILAH HENDRICKSON TO THE COMMUNITY LONG-RANGE IMPROVEMENT COMMISSION REPRESENTING THE EAST DISTRICT EFFECTIVE APRIL 1, 2024 FOR A THREE-YEAR TERM TO EXPIRE APRIL 1, 2027.

REAPPOINT EDNA MCKENZIE TO THE COMMUNITY LONG-RANGE IMPROVEMENT COMMISSION REPRESENTING THE WEST DISTRICT EFFECTIVE APRIL 1, 2024 FOR A THREE-YEAR TERM TO EXPIRE APRIL 1, 2027.

Mayor Winston called for a roll call vote.

7.1 THE MOTION PASSED ON A ROLL CALL VOTE AS FOLLOWS: YES-MCGARVEY, TRAN,

KLONOWSKI, LEE, ERIKSEN, AND WINSTON; NO-NONE.

HUMAN RIGHTS COMMISSION (HRC).

7.1 MOTION WINSTON, SECOND KLONOWSKI TO:

APPOINT VICKIE RICHARDSON, TO THE HUMAN RIGHTS COMMISSION REPRESENTING THE CITY AT-LARGE EFFECTIVE APRIL 1, 2024 FOR A THREE-YEAR TERM TO EXPIRE APRIL 1, 2027.

APPOINT NEHENIAH GARLEY, TO THE HUMAN RIGHTS COMMISSION REPRESENTING THE CENTRAL DISTRICT EFFECTIVE APRIL 1, 2024 FOR A THREE-YEAR TERM TO EXPIRE APRIL 1, 2027.

APPOINT LACY MYRMAN, TO THE HUMAN RIGHTS COMMISSION REPRESENTING THE WEST DISTRICT EFFECTIVE APRIL 1, 2024 FOR A THREE YEAR TERM TO EXPIRE APRIL 1, 2027.

Mayor Winston called for a roll call vote.

7.1 THE MOTION PASSED ON A ROLL CALL VOTE AS FOLLOWS: YES-MCGARVEY, TRAN, KLONOWSKI, LEE, ERIKSEN, AND WINSTON; NO-NONE.

At 7:26 p.m. Council Member Morson returned to the chambers.

PLANNING COMMISSION.

7.1 MOTION WINSTON, SECOND KLONOWSKI TO:

REAPPOINT LIAM CAVIN TO THE PLANNING COMMISSION REPRESENTING THE CITY AT-LARGE EFFECTIVE APRIL 1, 2024 FOR A THREE-YEAR TERM TO EXPIRE APRIL 1, 2027.

APPOINT ABDOKOROSSO TO THE PLANNING COMMISSION REPRESENTING CENTRAL DISTRICT EFFECTIVE APRIL 1, 2024 FOR A THREE-YEAR TERM TO EXPIRE APRIL 1, 2027.

APPOINT ARAH CHUKWUNDEDA TO THE PLANNING COMMISSION REPRESENTING THE WEST DISTRICT EFFECTIVE APRIL 1, 2024 FOR A THREE-YEAR TERM TO EXPIRE APRIL 1, 2027.

Mayor Winston called for a roll call vote.

7.1 THE VOTE ON THE MOTION PASSED UNANIMOUSLYAS FOLLOWS: YES-TRAN, KLONOWSKI, LEE, ERIKSEN, MORSON, MCGARVEY AND WINSTON; NO-NONE.

RECREATION AND PARKS ADVISORY COMMISSION (RPAC).

7.1 MOTION WINSTON, SECOND KLONOWSKI TO:

APPOINT JOSHUA ULOTH TO THE RECREATION AND PARKS ADVISORY

COMMISSION REPRESENTING THE CITY AT-LARGE EFFECTIVE APRIL 1, 2024 FOR A THREE-YEAR TERM TO EXPIRE APRIL 1, 2027.

APPOINT DOUG CRANDALL TO THE RECREATION AND PARKS ADVISORY COMMISSION REPRESENTING THE CITY AT-LARGE EFFECTIVE APRIL 1, 2024 FOR A THREE-YEAR TERM TO EXPIRE APRIL 1, 2027.

REAPPOINT MIRIAM OSAMMOR TO THE RECREATION AND PARKS ADVISORY COMMISSION REPRESENTING THE EAST DISTRICT EFFECTIVE APRIL 1, 2024 FOR A THREE-YEAR TERM TO EXPIRE APRIL 1, 2027.

REAPPOINT MERCY MATTHEWS TO THE RECREATION AND PARKS ADVISORY COMMISSION REPRESENTING THE WEST DISTRICT EFFECTIVE APRIL 1, 2024 FOR A THREE-YEAR TERM TO EXPIRE APRIL 1, 2027.

REAPPOINT ARIA REICKARD TO THE RECREATION AND PARKS ADVISORY COMMISSION AS A YOUTH LIAISON REPRESENTING THE CITY AT-LARGE EFFECTIVE APRIL 1, 2024 FOR A ONE-YEAR TERM TO EXPIRE APRIL 1, 2025.

Mayor Winston called for a roll call vote.

7.1 THE VOTE ON THE MOTION PASSED UNANIMOUSLYAS FOLLOWS: YES- KLONOWSKI, LEE, ERIKSEN, MORSON, MCGARVEY, TRAN AND WINSTON; NO-NONE.

8. DISCUSSION ITEMS.

8.1 (10.1) Land Usage – Code Update

Paul Mogush, Planning Director, briefed the council on the scope, timeline, and next steps for the land usage code update.

Council Member Morson asked if the language as it stood currently, the planning commission was enhancing it or in disagreement with the language, where were they at with the existing language and idea of the planning commission.

Planning Director Mogush stated they had done one work session discussions with the Planning Commission last month and focusing on the February 28 group. He stated it was not much the planning commission disagreed with staff with or disagreed amongst themselves but was more on clarifications. He stated what would likely change to some degree when they got to the Standards Section, the Land Use Performance standards and development standards, which were things like, architectural standards and setbacks and would be more discussions there. He stated most people on the council and planning commission didn't spend days in the zoning because it was a complex and long ordinance. He stated a lot of the discussion was around what was already in there and that generated conversations about things that ought to be changed in the future that were not part of that scope. He stated that was one of the outcomes on the process and would be a list that staff generated of potential issues to tackle in the future. He stated when it was over he would be looking to the planning commission and council for guidance on what to prioritize for future changes.

Council Member Morson asked if the zoning had any connection with the Charter Commission and acceptance of what the planning commission identifies as a need to change and incorporated in the Charter.

Planning Director Mogush stated any Charter changes had not been part of the discussion and most land use items dealt with are in the zoning code and not in the Charter.

Council Member Morson stated Planning Director Mogush mentioned the city had to adopt language from surrounding cities and the airport zoning, the city had to accept that.

Planning Director Mogush stated on the airport zoning, it was a process led by the Metropolitan Airports Commission that began in the fall of 2021 and concluded this past fall. He stated they put together a Joint Airport Zoning Board made up of representatives from all of the communities surrounding the Crystal airport as well as the Metropolitan Airports Commission and other agencies. He stated he served on that board along with Council Member Tran. He stated that board was responsible for conducting a process to put together that ordinance which applied to all communities surrounding the airport. He stated that under state statute all those communities had to adopt that ordinance and was a very long technical ordinance that did not have a practical effect on the city's properties.

8.2 (10.2) Northwest Area Planning Scope.

Paul Mogush, Planning Director, briefed the council on the Request for Proposals (RFP) for consulting services to conduct a small area planning process for the northwest corner of the city.

At 8pm City Attorney Tolar departed.

Mayor Winston stated he was comfortable with him outlining the goals deliberated a lot on the council and didn't need to continue to revisit it when they had a $3.5 billion gap between the city and Bloomington. He stated when it came to engagement, Option 3, land use, urban design plan, transportation plan and open space plan especially the land use and urban design plan did think that council had to be involved in that and had to get in front of the community. He stated it needed to be more collaborative but part of his concern was as they closed the $3.5 billion gap, he didn't want to run into NIMBY and the community didn't sit through all the meetings. He thought the council had to be there to explain the reasoning for the goals and let them know why they advocated for some of the positions that they were advocating for, otherwise people would come in a vacuum and not know where the council was coming from.

He stated as far as the committee he was putting forward, suggested there should be one person form the council and the mayor. He stated it was one of the priorities they all agreed as the council. He stated his input moving forward on this was he thought they got the goals down. It was the next steps and needed to be at the table as a council helping people understand why they were moving in a particular direction and what they were up against as a city and looking to create the overall vision and understand where the council was coming from.

Council Member Lee asked if the plan would include the bike/pedestrian plan.

Planning Director Mogush stated the bike and pedestrian plan would be an important consideration in the transportation plan. He stated there was an existing bike/pedestrian plan for the city but would want to be looking more specifically at the area in conjunction with putting

together the framework for the street network as the choices they made about land uses they were serving those land uses appropriately with multi-model transportation.

Council Member Lee stated on the Engagement options, he liked Option 3. To the mayors point, the council had a lot of goals and could be set ahead of time. He thought land use, transportation, especially bike/ped and open space could be what they put out for engagement. He stated that in the next steps, it might be a little bit ambitious in terms of the nine month plan and asked if there were deadlines or time constraints that they had to meet or what happened if they had to push it beyond what Mr. Mogush was thinking.

Director Mogush stated the time constraint was motivation to try to move things along and get development started to increase the taxbase. He stated there was nothing from a legal standpoint.

Council Member Klonowski stated she was comfortable with Engagement Option 3 and requested to be that other council member because of her work on the legislative advocacy around the biotech and understanding the work in the development field. She also liked the approximate timeline of 7 months with the goal of increasing taxbase. She stated Development itself took its time with getting the land prepared in that time frame was very helpful. She thanked the team on the code updates as it took a special person to do that and she was not one of them.

Council Member Eriksen stated he seconded Council Member Klonowski being on the team. He also supported Option 3 and thought it was an efficient use of time and Mr. Mogush had time to respond back to the council on their expectations.

Director Mogush stated he had one question and looking for feedback. He would take the list and translate it into a detailed Request for proposals. The selection itself of the consultant and entering into a contract with the consultant was an item that would go before the council. He stated an optional item would be for the council to review and vote on the RFP document itself before it went out and wanted to give the council that option if that was something they were looking for.

Council Member Winston stated he didn’t think they needed to slow that down on working backward from the goals the council had said. He stated the person that had the skill set to help implement it, thought if they kept that in mind throughout the whole process. He stated that he also understood the council’s requirements which was outside the scope, women owned businesses and just reflecting the diversity within the city in terms of a subcontractor and making those opportunities available. He stated if that was all kept in mind, thought the council would be supportive of it.

Council Member Eriksen agree with staff doing the request for proposal. He reminded the council members that multiple times in the last year, they second guessed the RFP process after the fact. He stated if they were going to let staff do it, he just wanted to make the council members were in agreement of letting staff do it.

Council Member Lee stated he was okay with staff doing RFP and the council not looking it over. He stated it looked straight forward in terms of it was not a granting program but more of a consultation for the development work. He agreed with the mayor in terms of making sure the council was checking boxes and taking intentional action for equitable procurement and requests and communications to be able to get a solid range of applicants.

Mayor Winston stated there seemed to be a consensus by the council and good to see it moving forward and any questions the council was available.

8.3 (10.3) BLRT Update.

Kim Berggren, Director of Community Development and Paul Mogush, Planning Director gave an update on the METRO Blue Line Light Rail Transit (LRT) Extension project.

She stated that because the project had now selected a new route running on Plymouth Avenue, two stops at Lyndale and James Avenue, in Minneapolis and that route had now been selected Metro BLRT was moving forward with a process that would require a municipal consent for the different cities and happened once before several years ago. He stated they would be coming back to the council for the municipal consent. She stated it was important the council was up to speed on the project and could ask questions and have their concerns addressed before they get to that point this summer. She stated the timeline had construction starting as early as 2026.

She briefed on the following: Five Stations, 63rd Avenue Station, Brooklyn Boulevard station, 85th Avenue station, 93rd Ave station, Oak Grove Station, 2024 Design Considerations, Few changes to plan, West Broadway Streetscape, Arts Plaza, Image, TOD Zoning, infill Development Opportunities, Oak Grove Station – Park and Ride facility Adjacent Development Site Plan, Preliminary Scale and Massing Oak Grove Station and Grand Boulevard, Oak Grove: future Roadway Network, Operations and Maintenance Facility, City Signature event area Park, Design of rooms for activity and space for amplified sound, Private Fencing, City's proposed residential fencing strategy (2018), Anti-Displacement Work Group, Beyond the Rails Projects Possible Sources and Uses and Next Steps.

Council Member Morson stated he didn't see the conversation on transportation from east/west/central or buses to that location.

Director Berggren stated they continue to tell metro transit that the community wanted better east west connections. She stated that has been a constant feedback they were giving to the metro transit and they continued saying they were having trouble expanding their services because of limited resources. She stated what they had said was when the project became more certain and timing was more aligned, they would start to revisit all bus networks. When the train opened, the bus network was feeding into the train in a way it didn't today. She stated they did anticipate those conversations and just hadn't gotten to that level of a detail around adjustments to the transit network. She stated they had been asking for a better connection between the Starlight station down to the Brooklyn Center transit hub and connect that to the rapid bus transit for faster service.

Council Member Morson stated that with the conversations with metro transit, they would explore on reinvigorating transportation routes once the project was ready to go.

Director Berggren stated what they shared was, when they knew service would start on the LRT stations a year before that they would make plans for adjusting bus routes to better feed the LRT station and would be a study process they would undertake.

Council Member Morson state that with people were trying to get east/west/central and back and forth asked if the transit would be in the in 2030 and when were the plans for breaking ground.

Director Berggren stated that the graphic showed it anticipates opening 2030. She stated they had final design in 2024/2025 with construction in 2026 or 2027. She stated there were a series of steps and they were in the environmental phase. She stated that assuming everything could proceed as planned, then they would make it to the opening date in 2023. She stated there was always opportunities for thing to get hung up in the environmental phase. She stated in the Brooklyn Park area, they already had most of the project designed and should not be design challenges in the city but might be some challenges in some of the new areas where the routes have been adjusted.

Council Member Morson asked if there were any barriers or challenges placed on the residents and if they were committed to any further advancement to the project financially or seeking community input. He stated there were 52 homes being taken out of those homeowners and asked the alternatives were for those 52 homes.

Director Berggren stated the 52 was the number of fences impacted. She stated there was a time when the project was talking of more impacts to properties but they narrowed the corridor down a lot. She stated that because of the construction zones could creep into the fence area many of the fences will be impacted.

Council Member Morson asked if there were residents impacted, what was the city doing for those residents that were impacted.

Director Berggren stated several years ago the county did acquire one of the buildings at Maplebrook Townhomes that was impacted by a traffic light. She stated the county did acquire that and paid fair price for the site and relocation. She stated that impact already happened a while back and were a few properties along the corridor that were tight and the county and project office will be negotiating with the homeowners about the impact. She stated she couldn't tell what would happen throughout the negotiations and could be a case where the property owner refused to sell and there were few number of properties.

Mayor Winston stated it has been known that there had been a fair amount of number of meetings that were publicly made available. He stated there was anti-displacement work being done to speak to that point and reported out on a regular basis. He stated there were resources being put together to address that and anyone interested and figuring out what the affects might be and resources available to mitigate that, were welcomed to go many of those meetings and had been reporting out on it for some time.

Council Member Morson asked if the hours of operations had been established. He asked if it would run 24 hours a day.

Director Berggren stated it had been awhile since she had seen the operational plan and guessing they would put out a new one and it might or might not be what it was once before. She stated they did hope to have service every 10 to 15 minutes and slowing down overnight and not as frequent overnight. She stated the 24 hours a day had been the plan all along and hadn't heard that the plan changed. She stated they would get the information again as the plans got solidified.

Council Member Lee asked if it was too early to say the big parking ramp needed to have more color. He stated it had a lot of blank silver space, silver was cool but liked the metal stretches. He stated if they could get something similar to the target center that had wind installments

which would be cool. He thought there was a lot more opportunities there for more pop and didn't know what the colors of the buildings were going to be around there because silver didn't look good.

Director Berggren stated at the time they did the planning work they went through several iterations including talking a lot about the color and design of a park and ride. She stated if the council was interested in that topic, they could ask their architects to come and present on the architecture and show some of the colors and iterations they explored before they landed on that one. She stated that might be a starting point for the conversation because there was a lot of review that went into that particular design.

Council Member Lee stated it was a good slate but if they were saying the first iteration and there was more to come did appreciate the different textures to try to keep it from looking like the concrete ramp.

Director Berggren stated they talked a lot of the selection of that particular material, a rippling material and caught the sunlight. She stated some of it was opaque and some not as well as what their were doing on the ground floor which was more transparency for safety at ground level. She stated they put a lot into the selection of the material so I will want to give them a chance to share it because it was hard to see on the screen;

Council Member McGarvey asked about the Oak Grove Parkway station and of the line. He asked about the parking ramp if those residential units proposal showed were near the parking.

Director Berggren presented the Oak Grove Station picture and said the parking structure was the big box in the middle and showed the concept that would include two bigger buildings on the ends and a smaller building between the ramp and train stations.

Council Member McGarvey asked if it was only speculation at this point and didn't know if they would be residential. He asked if they were planning to make it a paid parking structure to keep people who were living in the residential areas, visitors, etc. He stated the city currently had an issue with less than courteous parking ideas already in the city and wondered if that would be another problem there where everyone's friends were parking at the ramp and commuters could not.

Director Berggren stated she recalled it was free parking for transit users and would be some systems in place to monitor people leaving cars there for too long. She stated the responsibility would be on metro transit. She stated what they designed, people that lived in the housing had the option to go down into the secured parking area. She stated even if they build underground parking in the housing units, there still was not enough parking for the housing and there was extra parking for the housing and would be a cooperative agreement.

She stated it took a lot of pushing for the metro transit to entertain that idea but was critical for the development. She stated that was currently being planned, the housing residents would have access to some parking tied to their unit and would be limited amount for guest housing users. She stated there was overflow parking lot planned as an interim strategy if there was not enough parking over time, then they would have to manage that parking need over time with some of the land in that area. She stated they talked extensively of parking demands Metro Transit had scaled the park and ride for a lot of demand and did not anticipate it would be full immediately. She stated it was scaled to meet parking into the future and unlikely there would be an issue with not enough parking.

Council Member McGarvey asked about the operations and maintenance building. He asked if it was owned by the city or EDA, how was it going to transferred to Metro Transit, did they take it over, did they build the building and does the city lease the land to them.

Director Berggren stated it would be a big land swap in the area because the city owned a parcel in that area. She stated Target owned part of it along with the rest of the land and there would be a land exchange and had some of that initiated in terms of working through the details. She stated Metro Transit would be buying the land from the city and Target in order to put in that facility. She stated the city would also be looking at acquiring some land from Target to make up the balance of the park geography.

Council member Klonowski asked why would the city would have the residents maintain the fence and asked if it would be costly for the city.

Director Berggren stated it was costly and the other agencies would not take it on or consider taking on the maintenance of the private fencing. She stated when they looked at the costs to maintain the fence and currently they were privately owned fences and privately maintained. She stated it was not a change for the residents in the sense they would be getting a brand new fence and asked to continue to maintenance the fence.

Council Member Klonowski asked if the city would be budgeting for long term maintenance for the fences if, for example a big hole gets put in a fence and the owner did not choose to or have the financial means to replace it.

Director Berggren stated they did explore some options and laid out some options for the council to consider and never got through that decision making. She stated they could bring those option back, for example, the city could keep panels at the operations and maintenance facility and residents could buy panels from the city so they didn't have to figure out how to buy the materials. She stated all those fences were privately maintained and if someone got a hole in the fence, the city issued correction orders and are asked to fix the hole in their fence and that framework would not change.

Council Member Klonowski stated she knew they were working to arrange a bus tour with Commissioner Lunde's office of the sites the council could go see them all while looking at the future plans and have discussions.

Director Berggren stated they were debating between the end April or early May in terms of finding a date to do the tour. She stated the tour would be the whole corridor including into Minneapolis.

Council Member Klonowski asked to that tour on her radar and with a lead time to make sure the council members could attend the tour.

Mayor Winston stated it was not just Commissioner Lunde's office but other commissioners had expressed interest in going on the tour and see how they could assist the city. He stated it was a good opportunity to bring resources to the city.

Council Member Morson stated the ridership statistics currently for the metro transit line had been decreasing and asked about the ridership.

Director Berggren stated they primarily were using a different model for projecting ridership that resulted in fewer rides and those models always under predicted ridership in Minnesota by 20 to 30 percent. She stated there was a lot of thought that the current projections for ridership were under predicting ridership given the performance on the blue line and green line that already existed. She stated she had a slide deck that was going to be shown to the CMC next week and gave more details on those two different models they used to predict ridership and how it affected the numbers and was something she could share.

Council Member Morson asked how the safety and security for the residents and ridership impacted the police department in attending to any issue that might occur on the blue line. He asked if there was joint project with the police department and metro transit and how that security piece worked for the residents and riders.

Director Berggren stated the project office and metro transit shared in the past, they had their own police service in metro transit and coordinated with the local police departments. She stated that in terms of response to incidents on the train or at a station area, knew there was a public safety committee that convened and had not been meeting that much because the focus had been on the route selection. She stated as they started advancing that work again, those conversations would ramp up with public safety concerns the community might have and coordination with agencies.

Council Member Morson stated it was important to have those conversations ongoing as well as the east/west/central transportation conversations.

Mayor Winston stated he had been attending those meetings on a regular basis and the east/west transportation had been brought up. He stated understanding with the conversations the establishment of the light rail would help with the justification to increase the east/west transportation. He stated there was a formula they used and as they used the light rail, some of the ridership of public transportation went up was a greater need for people to connect. He stated one of the reasons it was so important, if they were going to use their formula, that would help bring the east to west transportation. He stated the other thing was public safety, and had been brought up as a key concern not only for Brooklyn Park but the other cities surrounding the light rail and wanted to make sure it was safe. He stated the other things people forgot was Brooklyn Park was not a victim here, even though people wanted to put the city in that place. He stated the city had a police department and there were ways for to work with the police department to ensure that the city was doing its part to make sure the city was safe.

He stated he received an email from a resident and was upset about their property taxes had increased asked why it increased. HE stated they had a long discussions, and that the city didn't have the taxbase that similar cities had. He stated all the council voted seven to zero to do what was needed in terms of property taxes to have the basic services they needed as a city. He stated the light rail was a strategic part of beginning to slow down the increase of those property taxes. He stated when they saw how much of the development that would be coming along with the light rail that also fed into other areas of the northwest corridor and other parts of the city they had been discussing for some time. He stated there were somethings they were beginning to propose as a city on how to capture some of that value and use it to incentivize people to come to the city and closing some of that gap. He stated the city had ha $2 billion commercial property values. The city was number 5 in size, Bloomington was number 4 with $5.5 billion. He stated when they talked about property taxes there was a $3.5 billion gap in terms of the value they had in the city.

He stated wherever that gap failed, they were turning to residents to pay that difference and the council had to do their due diligence in terms of public safety and make sure displacement was minimal and make sure people in the city benefitted from it. He stated it was strategic the city had to have to close that gap to slow down property taxes.

He stated no one liked to get the emails and own up to saying for those taxes, reality when looking at budget, looked at American Rescue Plan dollars flowing out or falling off, the council had to make a decision for the basic public safety and other needs of the city. He stated there was some due diligence they needed to do in terms of public safety and anti-displacement. He stated they had the big voice in terms of how the police department worked and as it went further along there were some leverage points, the city would have to say as it moved forward they needed some assurance that public safety was going to be handled, however they determined it needed to be how it was handled.

He stated at some point it was very easy to point out problems with everything but what they had been doing for the past year, they had to turn around and say where they were going to actually close that gap and what it looked like. He stated it was a piece of that in addition to the moratorium and many other thing the had done as a city in terms of this was how close the $3.5 billion commercial gap and that gap represented 5,000 to10,000 jobs.

9A COUNCIL MEMBER REPORTS AND ANNOUNCEMENTS

Council Member Morson said happy Ramadan to the Muslim community. He stated he sent a couple emails to the city manager and was his understanding, when the council asked the city manager questions he was supposed to respond to the council. He stated it had been 3 months since he asked him a question and had not given him a response back. He stated recently within a week or so, he asked questions and to a couple more people and the city manager had not responded to those questions as well.

Mayor Winston stated the council could not call out staff which, was against their code of conduct. He stated it Council Member Morson would like to have a private conversation with the city manager, that would be great. He stated there was a code of conduct the council agreed to. If he had a problem with the mayor and how he did it, have conversation with the Mayor. He stated that as he facilitated the meeting, he was going to ask Council Member Morson to honor the code of conduct and from a power perspective, not pick on staff and not bully staff who were in an ill-suited position to fight back against an elected official.

Council Member Morson stated they were asking the mayor to do the same.

Mayor Winston stated it was duly noted and since he wanted to have the conversation, Council Member Morson had sent a number of emails regarding that as well. He stated he knew it was the campaign season and what to grandstand. He stated if a resident asked him a question and pulled him into a conversation, he would reserve the right to respond to that and protect his reputation. He stated what he would never do given his position of influence and power, he would never pick on those, who as a council, had the power to hire an employ. He stated he would never bully people in that situation and if he invited him into a conversation, he asked for it. He stated the city staff was not asking Council Member Morson to call them out in public.

Council Member Morson stated he was asking the city staff to do their job and their job was to respond to his emails and the city manager didn’t respond to his emails.

Mayor Winston stated he could ask the city manager offline and had other tools in place. He stated Council Member Morson was elected and held to a certain standards which, meant in his campaign season and vigor, there were seven of them up at the diais, and would need three votes to seriously consider that. He stated that didn't mean to go against the code of conduct to pick on those who did not have the same power he had in that situation. He stated bullying wasn't a word to toss around because it was something popular. He stated it was something council member Morson was consistently doing to the employees. He stated the city manager would probably speak for himself but on this one, he was sure there were a number of council members who would very much prefer that if council member Morson had issues with staff, given the situation he was in, to ask them offline and obey and respect that code of conduct even though it was an election year.

Council Member Morson stated the mayor should make sure he adhered to the same principles he was talking about because he violated each one of those codes the last several meetings.

Mayor Winston stated in this situation, there was room for interpretation in what he had done. He thought Council Member Morson suffered from the same thing, Mr. Dotson did in that there was a comprehension issue in terms of what those rules meant. He stated he would be happy to have conversations at the retreat about those. He stated Council Member Morson was invited to a number of retreats and he refused to go to those retreats. He stated Council Member Morson was not interested in going to those retreats so they could come to an understanding of what it exactly looked like. no one is demeriting his character and no one was inviting him into a conversation. He stated staff never invited him to do what he was doing. He stated if he had a resident come up and invite him to speak to them, he would speak to them. I they didn't invite him to speak to them and didn't go against the rules on personal grievances then he would not have much to say to them. He stated it was a comprehension thing and difficult to hear that because they all wanted to feel they could comprehend something, but sometimes they had to look at the rules and ask attorneys what was going on.

He stated as a city council, they had and they would continue to make a commitment because they had seen that happen too many times, to ensure that if there were grievances or concerns, those were being addressed with Council Member Morson through email or offline. He stated he knew that type of environment, made Council Member uncomfortable to have those conversations, but in a city like Brooklyn Park, those conversation needed to happen and wanted to make it clear.

9B CITY MANAGER REPORTS AND ANNOUNCEMENTS

City Manager Stroebel stated the steering committee for the BP 2025 refresh would kickoff its meeting on Thursday and looking forward to that work.

He stated during the meeting tonight, he sent out a note to Commissioner Lunder on identifying dates for the bus tour of the BLRT. He stated they were striving for late April early May when there was a legislative break so it can include not only the local elected officials but also some of the state representatives.

Mayor Winston stated he attended the Mississippi River Cities and Towns Initiative and was not finance by the city. He recommended the city get involved in the initiative. He stated everyone knew about the iconic Mississippi river, which was important to the commerce. He stated it was a river under attack. In New Orleans there were areas where the water was running so low that sea water was going in and pushing it further down and constantly under attack in terms of

commerce occurring along the Mississippi. He if that line clogged up, they would lose upwards of $20 to $30 billion a year along that corridor. He stated it was also under attack because there were cities willing to spend $40 to 50 billion to build aqueducts and take the Mississippi water and give it to their cities because they did not have access to the type of fresh water the city did. He stated the Mississippi river and great lakes region, in the next 50 to 60 years make the upper Midwest one of the preeminent regions in terms of agriculture and opportunities for commerce. He stated it was something they were looking for the Mississippi river on how they could create it compact so that people could not touch water and dirty that water. He stated the same way that existed for the Great Lakes region, where state law and federal law existed and needed that along the Mississippi. He stated it was an important initiative the city needed to be involved in and have voice in this conversation.

He stated because he was at the initiative meeting, he missed the CAC meeting and wanted to tell the residents, from what he was hearing, the option they wanted to keep was the rinks and have the basketball courts. He stated the residents should look forward to communications or outreach in term of how they could reach out to the legislators and understand it was not an issue that should be dividing the city and should be bringing the city together. He stated the city was very diverse and that meant the group that was not seeing diversity meant it was also diverse as well. He stated it was an opportunity to come together as a city and let legislators know about it. He stated the city would come out with some guidance around that. He stated that residents, should not divide into camps and had some that wished to divide into camps as they felt it would help them out. He stated that in terms of making an argument, the best argument was what was in the best interest of the youth, how did they grow it for everybody and how did they those resources, the state level elected officials, and other resources to bring what was needed for the city so everyone could have what they needed.

ADJOURNMENT - With consensus of the Council, Mayor Winston adjourned the meeting at 9:12 p.m.

_____
HOLLIES WINSTON, MAYOR

_____
DEVIN MONTERO, CITY CLERK

REGULAR BROOKLYN PARK CITY COUNCIL MEETING

Monday, March 25, 2024
6:02 p.m.

Brooklyn Park Council Chambers
5200 85th Avenue North

CALL TO ORDER - Mayor Pro Tem Xp Lee

PRESENT: Mayor Pro Tem Xp Lee; Council Members Boyd Morson, Maria Tran, Christian Eriksen, Tony McGarvey and Nicole Klonowski; City Manager Jay Stroebel; City Attorney Tolar Siobhan; Community Development Director Kim Berggren; Finance Director LaTonia Green; Operations and Maintenance Director Dan Ruiz; Recreation and Parks Director Brad Tullberg; Deputy Police Chief Bill Barritt and City Clerk Devin Montero.

ABSENT: Mayor Hollies Winston (excused)

Mayor Pro Tem Lee opened the meeting with the Pledge of Allegiance.

2A RESPONSE TO PRIOR PUBLIC COMMENT

City Manager Stroebe stated there were 4 public comments at the last council meeting. 1. Kari Palistino, had concerns around garbage along city, county and state roadways. He stated Michelle Peterson, Environmental Health, was in attendance and spoke with Ms. Palistino with regard to how the city was going about addressing it as well as individual actions she could take, like notifying the city to make sure it was on top of the locations she was seeing the garbage. 2. Andrea Perez Maikulla from the Human Rights Commission, provided some feedback to the council with regard to HRC's request for a cease fire resolution on Gaza and wanting to give her perspective and tie how she felt like that resolution was responsive to the city. 3. Collette Guyot Hempel was encouraging the council to consider putting a referendum on the ballot this fall related to investing in various amenities in the city, examples, basketball courts, senior center, etc. 4. Mr. Dotson, and his comment did not need additional response this evening with regard to that comment.

2B PUBLIC COMMENT

1. Collette Guyott-Hempel, 9277 Trinity Gardens. Asked the council again to place a referendum question on the ballot for amenities this fall. She stated there was no time to waste in order for residents to vote in November. She stated the park referendum in 2018 was not sufficient funding to complete the promises of amenities made. She stated at the March 7 community meeting, there were some things mentioned about matching funds. She asked the following questions:
    a. Does that mean the city needs to provide matching funds equal to what has been provided by the state bonding?
    b. What resources has the city investigated for their matching amount?
    c. If the city is unable to secure their match, what happens to the $5 million funding received from the state of Minnesota.
    d. Will the state of Minnesota keep the funding available until the city is able to match it?
    e. Is there a timeline from the state of Minnesota of when this needs to be done by?
    f. Since all the options for the community activity center renovation include the entrance way, does the city have the funding needed to complete this project?

g. If not, what funding sources has the city applied for or will apply for to fill in the gap? To include the swimming pool and senior center.

She stated there was a Star Tribune article in March, Brooklyn Park was not the only city asking for funds from the state and many showed the need for city referendums and sales tax and state input.

1. Valeda Huff, 8451 Fairfield Road. She stated that to help her, Brooklyn Park residents and others have a clear understanding of the chain of events that transpired from when the city submitted the original funding request for the Community Activity Center improvements of where they were presently, she had the following questions.
    a. Did the council vote on the original language and the fund request before Senator John Hoffman submitted the initial bill?
    b. Did the original language precisely outline the what and the why of the funds you requested and if so, please reiterate the details of those specifications.
    c. What subsequently prompted the council to ask Senator Hoffman to change the language in its initial bill to be more flexible?
    d. What did you mean by flexible regarding the conversion of rink #1 into basketball courts?
    e. Do Brooklyn Park residents have the right to gain access to how individual city council members voted on policy issues impacting our city? For instance, for each council member voting on past and future Community Activity Center improvement recommendations, and if so, what is the process to request such information?
    f. What is the proper protocol for the council members to respond to emails and phones messages from Brookyn Park residents? Is there presently a protocol or expectations that I can have as Brooklyn Park resident when I reach out to my council members because based on my past experiences and believe the experiences of other residents, we do not get responses at all or only a few other council members are responding which is leaving me to feel I'm not valued, my voice does not matter on the concerns I present to the city council.
    g. If there is no expectations or protocols, again based on my personal experience, I would recommend that you please put or establish some in place so I can know and others can know what we can expect for our city council who reach out to you.
2. Howard Dotson, Minneapolis. Stated he brought concerns about transparency and accountability. He stated three times now he had been attacked and maligned for asking valid questions. He asked the council to consider censuring mayor Winston for his continued violation of their rules that is read before he gave public comment. He stated where it all began for him was, a few months ago with Minnesota Acts Now and the concerns about the wage theft of former employees of that vendor. He stated he then found the mayor intervening and undermining the current vendor who has now termed out. He stated the mayor's housemate, Nicko was working for Village BP and it was undermining the current vendor. He stated he had an email from the city manager saying that mayor Winston was directed not to interfere with the internal affairs of one of the current vendors. He stated he knew about the inauguration event and the intended recipient of those funds that only got $350. He stated they wanted to see the donor lists, wanted to see the accounts, and wanted to see the accounting of that inauguration event. He stated that was transparency and accountability. He stated he also knew about a campaign manager who was stiffed by mayor Winston, and he was turning it over to the media and feds. He stated he had emails from the city manager regarding Village BP and had Council member Xp Lee's email about the mayor being counseled about violating the standing rules, He stated that twice after that, he was attacked and

maligned. He stated for the residents of Brooklyn Park, when they saw a city official operating that way, asked if they thought people would want to give public comment. He asked if they thought it might be stifling the voice of their residents and the democratic process, He stated he still had questions about the double homicide at 73rd Avenue and Zane Avenue on Halloween, the Purple Shirts, Restoration Ministries, who were in Huntington Place and not Village BP, the current vendor at that time, the mayors relationship to Restoration Ministries; his relationship to MIB, and the mayor advocating for MIB that have the contract instead of Village BP. He stated the mayor's housemate Niko, was working for Village BP and undermining the vendor. He stated the mayor compromised public safety in the days leading up to a double homicide and was time for the council to censure him or for the residents of Brooklyn Park to recall Mayor Winston.

3A. MOTION KLONOWSKI, SECOND TRAN TO APPROVE THE AGENDA AS SUBMITTED BY THE CITY CLERK. MOTION PASSED UNANIMOUSLY.

3B PUBLIC PRESENTATIONS/PROCLAMATIONS/RECEIPT OF GENERAL COMMUNICATIONS

3B.1 Mayor's Proclamation Declaring May 4, 2024 as "Arbor Day" and the Month of May as "Arbor Month" in the City of Brooklyn Park.

Mayor Pro Tem Lee read the proclamation declaring May 4, 2024 as "Arbor Day" and the Month of May as "Arbor Month" in the city of Brooklyn Park.

3B.2 Planning Commission Annual Report and 2024 Work Plan.

Planning Commission Chair Liam Cavin presented the 2023 Planning Commission Annual Report and the 2024 Work Plan.

Council Member Tran asked if they could look at the international residential rental housing like the guidelines in the city of Crystal rental regulations so they could adopt something for the residents like the flexibility.

Planning Director Mogush stated that was probably a reference to the International Property Maintenance Code, which, most cities adopted, and Brooklyn Park had adopted that too. He stated Crystal had it and was using it as a guiding code for housing rules and enforcing livable conditions in rental housing. He stated it was outside the prevue of the Planning Commission but was the ordinance the city had adopted.

Council Member Tran stated there was a housing shortage and asked if the city could adjust it, like permits, like one bedroom or two and maybe add one more and try something so the family was not divided. She stated something temporary at the time it was constructed. She stated this housing shortage was not just locally, and found out at the national conference she attended, that all other states had the same problem. She stated they had to come up with a way to deal with it something temporary while waiting for more new buildings.

Planning Director Mogush stated there was a housing shortage both locally and nationally and why it was encouraging as they saw more housing being built in the city and region as a whole. He stated there was a need for multi bedroom units for families and saw some of those in the Decatur north and south building that Chair Cavin presented. He stated that was something they

keep encouraging developers to build when approaching staff, Planning Commission and the Council with development proposals because it was an huge and important need.

Council Member Tran asked how the housing code protected renters from neighbor's abuse. She stated marijuana was legalized everywhere and should put in code on rentals, just like tobacco where no one could smoke and smoking areas to protect the population like children, pregnant women, and elderly.

Planning Director Mogush stated it was still in the early days when it came to sorting out what all the regulations were going to be for legalized marijuana in Minnesota. He stated there was a lot more to come both at state level and discussions with the council on how it will be regulated. He stated the planning commission's prevue there would be to make recommendations related to land uses and zoning whether that intersected with marijuana dispensaries and other land uses that might show up in the zoning codes. He stated when it came to the important issues of regulation, that would happen through the proper channels and not the Planning Commission.

Council Member Morson asked if they chronicled businesses that came to the city, wanted to operate and build their business and rejected and if planning was still in contact with them in any means to try to resurrect their vison for the city.

Planning Director Mogush stated once the proposal got to the Planning Commission and council it was staff's intent, they had done whatever they could to work with the applicant to get the application to a point the council felt comfortable approving. He stated they didn't always get there but always did. He stated they were not seeing a lot of denials for those applications from the planning commission or the council. He stated what they also tried to do was bring forward as staff and some examples were, Chair Cavin shared on the regulations. Sometimes a business might not be able to do what they wanted to do, something not allowed by the zoning code. He stated staff was always looking for those opportunities to proposed to the council and planning commission to change a rule to make it easier to do business in Brooklyn Park, examples were outdoor storage and accessory structures they worked on last year, so they were not having to say no to something that a business wanted to do that seemed reasonable to the community and council.

Council Member Morson stated he recalled a minority business that approached the council with a plan to build a dentist office and was turned away. He asked if he had intentions to build in the community and turned away by council if efforts were being exhausted to revisit his opportunity to build in the city.

Planning Director Mogush stated that example, the council denied the waiver from the moratorium that was in place at the time and that moratorium was no longer in effect and development could move forward in that area. He stated they had received a contact from the from property owner looking to get something going there again.

Council Member Tran stated there were a lot of old apartments in the city and were missing the sprinkler system. She asked if they could update them for the resident's safety.

Planning Director Mogush stated the sprinklers was another safety measure and important and would love it if property owners took that step to provide those additional safety mechanisms. He stated those were now required for new construction and in the case of buildings in place for decades, once they received a certificate of occupancy for their building permit back then, under the law, cities couldn't impose new building code requirements on them.

3B.2 MOTION KLONOWSKI, SECOND MCGARVEY TO ACCEPT THE PLANNING COMMISSION 2024 WORK PLAN. MOTION PASSED UNANIMOUSLY.

3B.3 Budget Advisory Commission 2024 Workplan.

Teshite Wako, Budget Advisory Commission Chair and Akeem Adeniji, Budget Advisory Commission Vice Chair presented the 2023 Budget Advisory Commission Annual Report and the 2024 Work Plan.

Council Member Morson asked about the mission statement. He stated he didn't see where it said equitable and equity in spending in the city for variety of diverse projects and ongoings in the community. He asked if there was a reason why equity and equitable was not included in the mission statement to support and substantiate transparency and equity across all lines of what the city did in the community with the taxpayer dollars that was diverse.

Chair Wako stated in terms of the mission they had for the commission, it came from the charter commission and the BAC didn't set their mission. He stated the reviewed their bylaws and how to govern their meetings. He stated that in terms of mission, that was something the council should look into or charter commission look into and was not within their domain to look into the mission. He stated as he understood, the mission was given to them.

Mayor Pro Tem Lee asked if the council could keep the questions to the scope of presentation tonight and thought that would be the best and more efficient use of their time.

Council Member Tran stated recently the state had set a new level for the homestead credit, from $345,000 to $550,000. She stated with a lot of residents in the city, their homes were older and less value and lost credit for many years paying taxes. She asked what could be done to help them.

Finance Director Green stated that would be for the 2025 values and not for 2024. She stated the 2024 values were already in place. She stated when the council was going through the budgeting process for 2025, the homesteads would be calculated on the new calculated maximums for the homestead credits.

Council Member Tran stated that meant this year they would not get the credit refund and hard on them to pay taxes. She stated a lot of people relied on that refund to pay for the present years. She stated it would be hard; because we have a lot of housing in city; owned and less valued than that level; most are elderly and seniors not working anymore

Finance Director Green stated that was something the city was aware and the city did not have power to make those changes. She stated if it happened at the state, the state gave the city authority to sets the values and the state was the one that determined what the homestead credits would be.

Council Member Tran asked if the council should think about making a loan to provide for those homeowners, seniors, and elderly who were having problems. She stated this year they lost credit refunds to pay for this year and asked the council to think about it.

Finance Director Green stated she was not aware if that would be a public purpose and would look into it and have the city attorney look into it and get back to the council with that information.

3B.2 MOTION MORSON, SECOND KLONOWSKI TO ACCEPT THE BUDGET ADVISORY COMMISSION 2024 WORK PLAN. MOTION PASSED UNANIMOUSLY.

4.0 MOTION KLONOWSKI, SECOND MCGAREY TO APPROVE THE FOLLOWING ADMINISTRATIVE CONSENT ITEMS:

4.1 TO REMOVE OMOSOLA OLALEYE FROM THE HUMAN RIGHTS COMMISSION.

4.2 TO WAIVE THE READING AND ADOPT RESOLUTION #2024-41 APPROVING THE REVOCATIONS AND DESIGNATIONS OF MUNICIPAL STATE AID STREETS IN THE CITY OF BROOKLYN PARK.

4.3 TO WAIVE THE READING AND ADOPT RESOLUTION #2024-42 APPROVING THE BID AWARD FOR THE 2024 SHORT-TERM IMPROVEMENTS TO THE CITY OF BROOKLYN PARK SIGNAL LIGHT SYSTEMS TO KILLMER ELECTRIC COMPANY INC.

4.4 TO WAIVE THE READING AND ADOPT RESOLUTION #2024-43 TO APPROVE AN AGREEMENT WITH INCONTROL FOR SCADA OPERATIONAL IMPROVEMENTS AT THE WATER TREATMENT PLANT.

4.5 TO WAIVE THE READING AND ADOPT RESOLUTION #2024-44 APPOINTING CRAIG RUNNAKKO AS DIRECTOR AND KEEPING LATONIA GREEN AS ALTERNATE DIRECTOR OF THE SUBURBAN RATE AUTHORITY FOR 2024.

4.6 TO WAIVE THE READING AND ADOPT RESOLUTION #2024-45 TO APPROVE THE BID AWARD FOR THE 2024 STREET TRAFFIC CENTERLINE STRIPING PROJECT ON CITY STREETS TO WARNING LITES.

4.7 TO APPROVE A TEMPORARY ON-SALE LIQUOR LICENSE FOR BROOKLYN PARK LIONS FOR THEIR SMELT FRY TO BE HELD APRIL 24-26, 2024, AT THE ARMORY GYMNASIUM, 5500 85TH AVENUE NORTH.

4.8 TO WAIVE THE READING AND ADOPT RESOLUTION #2024-46 APPOINTING TARA VANDEVORT AS DEPUTY REGISTRAR FOR THE CITY OF BROOKLYN PARK.

4.9 TO WAIVE THE READING AND ADOPT RESOLUTION #2024-47 TO APPROVE PROFESSIONAL SERVICES AGREEMENT WITH DESIGN BY MELO FOR CONSTRUCTION DOCUMENT DEVELOPMENT IN THE AMOUNT OF $287,910 FOR ZANEWOOD RECREATION CENTER.

4.10 TO WAIVE THE READING AND ADOPT RESOLUTION #2024-48 APPROVING THE FINAL PLAT “CHANSOMARY ESTATES” AT 7016 DUTTON AVENUE.

4.11 TO WAIVE THE READING AND ADOPT RESOLUTION #2024-49 TO ACCEPT BIDS AND AWARD A CONTRACT FOR THE CONSTRUCTION AND REFURBISHING OF WELLHOUSE #10 BUILDING, PIPING AND RELATED EQUIPMENT TO AMERICAN LIBERTY CONSTRUCTION

4.12 TO WAIVE THE READING AND ADOPT RESOLUTION #2024-50 APPROVING THE BID AWARD FOR THE SHORT-TERM IMPROVEMENTS TO THE CITY OF

BROOKLYN PARK CITY OWNED SIGNAL LIGHT SYSTEMS TO PREMIER ELECTRICAL CORPORATION.

4.13 TO WAIVE THE READING AND ADOPT RESOLUTION #2024-51 TO ACCEPT A COMMUNITY CRIME INTERVENTION AND PREVENTION PROGRAM GRANT FROM THE MINNESOTA DEPARTMENT OF PUBLIC SAFETY AND AMEND THE 2024 GRANT FUND.

4.14 TO WAIVE THE READING AND ADOPT RESOLUTION #2024-52 SUPPORTING PROPOSED LEGISLATION THAT ESTABLISHES A BIOTECH INNOVATION DISTRICT AND VALUE CAPTURE AND TAX INCREMENT FINANCE DISTRICTS.

MOTION PASSED UNANIMOUSLY.

5. PUBLIC HEARINGS-None.

6. LAND USE ACTIONS-None.

7. GENERAL ACTION ITEMS.

7.1 Appointments to the Human Rights Commission

7.1 Mayor Pro Tem Lee briefed the Council on the appointments to the Human Rights Commission.

7.1 MOTION LEE, SECOND KLONOWSKI TO APPOINT JULIA DAMMER TO THE HUMAN RIGHTS COMMISSION REPRESENTING THE CITY AT-LARGE EFFECTIVE IMMEDIATELY, FOR THE BALANCE OF A THREE-YEAR TERM TO EXPIRE APRIL 1, 2025. (REPLACING AJA KING)

7.1 MOTION LEE, SECOND KLONOWSKI TO APPOINT MALLORY KNIPE TO THE HUMAN RIGHTS COMMISSION REPRESENTING THE EAST DISTRICT EFFECTIVE IMMEDIATELY, FOR THE BALANCE OF A THREE-YEAR TERM TO EXPIRE APRIL 1, 2026. (REPLACING OMOSOLA OLALEYE)

8. DISCUSSION ITEMS – None.

9A COUNCIL MEMBER REPORTS AND ANNOUNCEMENTS

Council Member Eriksen wanted to address a frequent public commenter at the council meetings. He stated Mr. Howard Dotson appeared a number of times before the council, addressed the council and departed. He wanted to give the public some context and make a request of Mr. Dotson. He stated Mr. Dotson had emailed the council over 40 times and in the last 4 months, presented weekly at council meetings, and cast numerous dispersions against the mayor and maybe staff. He stated Mr. Dotson had insinuated the council of being negligent in not holding the mayor accountable for those things. He encouraged Mr. Dotson, if he had evidence he claimed to have, and claimed to share it with the FBI and Justice Department and wanted the council to do something about it, that he shared the evidence with the council. He stated he didn’t think the council was prepared to act against anyone without evidence. He thought it was unfair for anyone whether, they sat at the dais or in the audience to make accusations against anyone without evidence being presented to the authorities that were in the

power to investigate those things. He stated whether it was campaign finance, abuse of power or fraud or simple misconduct against a council member, they didn't make unfounded accusations against each other and that included anyone who walked in the chambers. He stated it was a fair standard to expect Mr. Dotson, to share the evidence or asked Mr. Doston to stop distracting the council from its business.

Council Member Morson stated that he asked the city manager for a couple of responses he didn't get via his email. He stated one of those emails was asking him what the word belittling meant, if that was attacking him and then asked him what the process was for council members when they had a complaint against the mayor and mayor Pro Tem. He stated those were the two questions he had been waiting on.

Had stated he had an outstanding time at Zanewood the other week for game night and families showed up. He stated he had seen so many things that transpired at Zanewood that required the council act responsibly for the diverse desires of the community. He stated there was a young lady walking through hall, Saphi, playing her flute, wasn't playing hockey or basketball and she just wanted to learn how to play music. He stated there was bingo and prizes given away form the city and excited about those prizes. He stated pizza was here to eat and thanked those who were serving and gave kudos to staff working at Zanewood that night.

He stated at the conclusion of the evening, there was a discussion amongst staff and he was able to sit and be part of that and was about brainstorming on what happened that day, takeaways and things to look forward to the future and build upon it, programming for youth outside hockey/basketball. He stated that was the reason for a multipurpose facility needed now for those that needed those outlets to use, such as music, skateboarding or just a matter of the city providing a multipurpose use facility to provide a safe haven for the kids that lived in the community to provide them with an outlet to be kids.

He stated he got a report from the chief that supported and substantiated the crime rate amongst kids not involved in after school and out of school programming, who didn't have fair and equitable facilities to allow them to be kids and was staggering. He stated he would present that before the council to let them know that kids that did not have things to do in community were are subject to increased crime violence within the community and in neighborhoods.

He stated there was also an incident where someone was disrespecting someone's religion. The girl got so upset and he took her to the Zanewood Center because someone was trying to pull her hijab, as she was Muslim and was Ramadan. He stated she was mad and held by staff from her going after the guy. He stated he had a conversation with Director Tullberg and staff, to think of something for that kid pulling on the hijab, to not come back to the center because he wouldn't leave. He gave kudos to staff on how they handled it and resolved without incident. He stated he reach out to the police department and spoke to Officer Becker who followed up with the girl. He stated at that point she was ready to go home and wanted to get her brothers and go back to Zanewood for that guy and didn't want anything to manifest in the city. He stated Officer Becker reached out to the girl and family and told him everything was okay and thankful for the follow up and the incident didn't happen within the city. He stated everyone needed to be mindful of the kids when around different people, of different religion and races.

Council Member Tran stated she got an email from a resident regarding the recent hot topic on the ice rink and basketball courts. She stated the resident stated there was too much emphasize on basketball and needed to be balanced. She stated the child development was not just about the physical but also about mental and academics and needed to balance both mental and

physical and should try to find a way to deal with a solution. She stated they didn't need to divide the residents and should unite them. She stated if they didn't have enough funds, that it would take time and needed to be strong to deal with whatever was facing the city. She thanked the resident for the email. She stated if children miss a day to play basketball was no problem, they could make up another time but could not miss a day at school and thought parents should encourage children to invest more into academics to dream big to implant in their mindset. She stated there was need in lawyers, doctors, teachers and the academic level and encouraged children to read and put more time in the academics than just focusing on the physical or sports; and needed to be balanced.

She stated she attend the congressional city conference, March 11 through 13 and had a good time learning and met some legislators. She stated that public safety and shortage on housing was not just a local problem. It was a national problem as other states had the same issues like the city. She stated she spoke to other elected officials and could have someone come to the city and talk about the how they were dealing with the housing shortage.

Council Member Tran stated with the economy going down, it affected public safety and the high crime affecting the shortage of housing. She stated a lot of the population instead of working, paying taxes and living independently, gave up on the job and lived on welfare and housing. She stated the high crime not only hurt the victim but hurt the system and nation and have to be aware of the deep root cause and not just the affect. She stated other elected officials shared at the conference was public safety, housing shortage, female especially of color, why females still struggled with sexism and racism nationwide in their work environments. She stated after the women suffrage's movement and the adopted 19th amendment in August 18, 1920, asked how far had they gone after a century since the 19th amendment was adopted.

Council Member Morson wanted to give a big kudos to Denise of Task Force Inc. as he was at the food distribution the past weekend and cars were wrapped around her building. He stated she served 150 families needing food services and showed the council they couldn't forget people who fit that category because they were part of community. He stated she provided boxes of apples, oranges, beef sticks, cheese and he had some food in his truck to drop off at Zanewood for after school snacks for the kids. He stated she was also one of the recipients of the ARPA dollars from the city to reach out to the diverse population she served in the city.

Council Member Lee reminded the council members that any questions or comments or criticisms of staff should not be aired to the council. He stated there were different channels and those should be the way they handled it. He stated it was not something they should do publicly at the council meetings.

He agreed with Council member Eriksen's comments around Mr. Dotson and believed in freedom of speech and why the public comment was for. He stated the attacking was repeated and asked the attorneys at what point it became harassment or slander from the member of the public to come and abuse their public comment section to continuously go after an elected official.

City Attorney Thomson stated as he indicated there were first amendment rights that needed to be protected and why there was an open forum. He stated it was possible for them to go too far and would need to look into it. He stated many things Mr. Dotson addressed were not within the purview of the council such as campaign finance violations. He stated whether a council member or individual had allegedly done some other activities outside the realm of the city, it was not the realm of the council. He stated on the issue a with council member speaking or

responding to a person during public comment was not a code of conduct issue, it was a policy they had on the agenda. He stated there were times when council members had asked questions to people who had presented at the open forum and most of the topics Mr. Dotson was covering and concerned about during public comment was not within the purview of the council to respond to. He stated Mr. Dotson had made allegations to federal agencies and state agencies and free to do that but did not see what role the council had on any of the topics he brought up at the council meetings.

Mayor Pro Tem Lee he would be interested in figuring out what the council could do to protect themselves and focus on that part where he thought Mr. Dotson was abusing the public comment of the council meetings.

Council Member Morson stated he agreed with Mayor Pro Tem Lee and Council Member Eriksen. He stated it surprised him when it first started off last year and kept saying to the mayor about when people who came to the podium and going after Mr. Bishop Harding Smith. He stated it was no different when going after him when I told him to stop that and allowing it to happen. He stated it amazed him no one had concerns when Mr. Dotson and others were going after Mr. Smith. The conversation at that point was allowing them to tell the truth. He stated he recalled that being said without any documents. He stated he supported the city attorney saying some of those things might not be relevant to the council. He stated that even if Mr. Dotson challenged him and wrote to the council about him being disrespectful and violating those things. It didn't provide the council an opportunity not to equally and equitably respond to or consider what he was saying but they didn't do the same thing when they were up there week after week attacking Mr. Smith and no one had anything to say. Tonight they were defending someone coming up and allowing the platform be utilized for their public display and now was of concern.

Council Member Klonowski stated she supported what Council Member Eriksen and Mayor Pro Tem Lee said. She stated at one point it was harassment and felt it was abusing the rules. She stated if there were places Mr. Dotson needed to make his accusations to present to federal government, state election board, how did they encourage him to do that and move on. She felt it was becoming harassment of the council and mayor. She asked at what point was it liable and harassment because he had come up repeatedly and accusations of any one of the council members over and over without proof. She stated on the issues happening around MN Acts Now, the council was emailed things and conversations were happening behind the scenes and there was no proof that had been provided.

City Attorney Thomson stated liable and slander was a personal claim and the individual made against someone and not a claim a group or body could make. He stated he understood the point on harassment and stated he would spend some time looking into that on what an appropriate action the council should take if they felt the public comment portion of meeting was being abused by an individual.

9B CITY MANAGER REPORTS AND ANNOUNCEMENTS

City Manager Stroebel stated he wanted to reiterate that the Council Chambers was not a place for public criticism of city staff including himself and why the mayor intervened at that last meeting. He clarified, Council Member Morson's questions that he did send an email requesting him to define the word belittle. City Manager Stroebel stated he replied back to Council Member Morson requesting him to give him a call so they could discuss that and the call was not placed and did not hear from Council Member Morson. He stated that on what was the process to

report the concerns against the mayor, mayor pro tem or any member of the council, the council approved the city council code of conduct at the beginning of each year. He stated that could be placed as a formal complaint and would come before the mayor, city manager and city attorney to initiate that complaint.

He stated Ms. Palistino was one of the public comments from last meeting who was in attendance tonight. He stated he had a chance along with Director Berggren and Director Ruiz to speak with her in the lobby. He stated Michelle Peterson, Environmental Health team did provide some information and answered some of her questions last week and not all questions were addressed, and they took the opportunity tonight to answer her questions, around the sentence to serve resources that the city had in her in community as well to address concerns she had on Highway 610 and 94 to Minneapolis. He stated they also provided resources with regard to how she could report a complaint in the complaint portal for Environmental Health and contact information for Ms. Peterson, Director Berggren and Director Ruiz.

He sated at the council retreat around prioritization issues, some council members did raise question on concerns on the uptick on litter. He stated it had been a winter where there had been very little snow. He stated the communications team, Operations and Maintenance staff, and Environmental Health staff; were developing a campaign to address litter like adopting a street program. He stated they already had adopt a park program and the campaign should be finalized shortly so they could get it out there because it was a concern they had heard from community members and council members.

City Manager Stroebel stated on Friday, from 5pm to 7pm was Movies in Brooklyn Park at the community activity center.at no cost. He stated it was a great opportunity for families to take on a free movie night.

Mayor Pro Tem Lee stated he along with the Mayor, city manager, Director Berggren were at Iftar dinner last week at the Brooklyn Park Islamic Center and said happy Ramadan to everyone celebrating it. He stated it was educational and one of two mosques in city. They had a great dinner and a good time to connect and learn more about other culture and religions in the city.

ADJOURNMENT - With consensus of the Council, Mayor Winston adjourned the meeting at 7:33 p.m.

_____
XP LEE, MAYOR PRO TEM

_____
DEVIN MONTERO, CITY CLERK

SPECIAL BROOKLYN PARK CITY COUNCIL MEETING

Monday, April 1, 2024
6:05 p.m.

Brooklyn Park City Hall Room A203
5200 85th Avenue North

CALL TO ORDER – Mayor Hollies Winston

PRESENT Mayor Hollies Winston; Council Members Xp Lee, Christian Eriksen, Tony McGarvey, and Nicole Klonowski; City Manager Jay Stroebel; City Attorney Jim Thomson; Deputy Police Chief Bill Barritt and City Clerk Devin Montero.

ABSENT: Boyd Morson.

PARTICIPATING REMOTLEY: Council Member Maria Tran.

2.1 Close the Meeting Pursuant to MS Section 13D.05 Subdivision 2(B) For Preliminary Consideration Of Allegations Or Charges Against An Individual Subject To The City Council's Authority.

2.1 MOTION WINSTON, SECOND KLONOWSKI TO CLOSE THE MEETING PURSUANT TO MS SECTION 13D.05 SUBDIVISION 2(B) FOR PRELIMINARY CONSIDERATION OF ALLEGATIONS OR CHARGES AGAINST AN INDIVIDUAL SUBJECT TO THE CITY COUNCIL'S AUTHORITY.

Mayor Winston called for a roll call vote.

2.1 THE MOTION PASSED ON A ROLL CALL VOTE AS FOLLOWS: YES-KLONOWSKI, LEE, ERIKSEN, MCGARVEY, WINSTON; NO-NONE; ABSTAINED: TRAN.

At 6:09 p.m. the Mayor and Council met in a closed session.

Mayor Winston and city attorney briefed the council and discussions were held.

At 6:53 p.m. Council Member Tran departed the room and returned at 6:56 p.m.

At 7:15 p.m. the Mayor and Council ended the closed session and reconvened the special meeting.

The meeting adjourned at 7:15 p.m.

ADJOURNMENT - With consensus of the Council, Mayor Winston adjourned the meeting at 7:15 p.m.

_____
HOLLIES WINSTON, MAYOR

_____
DEVIN MONTERO, CITY CLERK

BOARD OF APPEAL AND EQUALIZATION MEETING

Monday, April 8, 2024
6:05 p.m.

Brooklyn Park Council Chambers
5200 85th Avenue North

CALL TO ORDER – Chair Winston

PRESENT: Mayor Hollies Winston, Council Members Christian Eriksen, Tony McGarvey, Xp Lee, Boyd Morson; Nichole Klonowski; City Manager Jay Stroebel; Finance Director LaTonia Green; City Assessor Tracy Bauer-Anderson; County Assessor Janene Hebert and City Clerk Devin Montero

ABSENT: None.

Chair Winston read a statement regarding Meeting by Interactive Technology.

PARTICIPATING REMOTELY: Council Member Maria Tran

Chair Winston read a statement regarding the Board of Appeals and Equalization.

B. ASSESSOR'S REPORT

B.1 Assessor's Presentation

City Assessor Bauer-Anderson briefed the council on the 2024 Property Valuation with a PowerPoint presentation. She briefed on: Assessing Division, Board Power and Limits, Appraising vs Assessing, Factors that make up the valuation, Estimated Market Value, Mass appraisal sales analysis, Sales Verification, What isn't Arms-Length, Ratio Study Guidelines, Sales Ratio Analysis, The Quintile Inspection, Us Vs Them, Time Trends, Property Value and Property Tax, Explaining the Effect of Assessed Value Changes on Budget Driven Systems Table 1, Explaining the Effect of Assessed Value Changes on Budget Driven Systems Table 2, What does the data tell us, Who is involved in Process, Why are my taxes so high, EMV vs TMV, Continuing the Appeal, Most Common Question, Property Type Value Change, 2023 Sales by property type, 2023 North and west metro home sales, Residential value growth.

Chair Winston stated the board would hear from residents appealing their valuations and the Board would reconvene on April 22, 2024.

C. PROPERTY OWNER'S TESTIMONY WITH DOCUMENTATION

City Assessor Bauer-Anderson stated the list they provided to the Board would be part of the owners' testimony and documentation. The list provided to the Board outlined each of the property owners that wanted to appeal their properties. She stated they also asked them whether they would be addressing the Board. She read the property addresses and asked if the property owners were present to address the Board.

1. 3100 Brookdale Dr. N. – Robin Kozar addressed the Board.
2. 4600 85th Ave N. – Emile Nguimfack addressed the Board.
3. 10356 Quail Cir N. – Pavel Koltsov addressed the Board.

City Assessor Bauer-Anderson read into the record the additional properties appealing and were not present to address the board.

1. 3201 85th Ave N.
2. 9399 West Broadway
3. 8500 Edinburgh Centre Dr.
4. 8517 Jefferson Ln. N.
5. 9349 Zane Ave N.
6. 10700 Xylon Ave N.
7. 10750 Xylon Ave N.
8. 10351 Xylon Ave N.
9. 7326 63rd Ave N.
10. 8401 West Broadway
11. 4512 83rd N.
12. 9303 West Broadway
13. 10700 Noble Ave N.
14. 7656 Lee Ave N.
15. 7333 Drew Ave N.
16. 7335 Zane Ave N.

City Assessor Bauer-Anderson stated the following property owners signed up tonight prior to the Board of Appeal and Equalization meeting.

1. 8819 Jersey Avenue North – Did not address the Board.
2. 7212 72nd Lane N. #217 – Yelena Kurdyumova addressed the Board.

D. APPROVAL OF VALUATION AGREEMENTS

City Assessor Bauer-Anderson stated the following properties had valuation agreements made within the 10-day window and read the properties and recommendations into the record.

1. 6471 102nd Ave N., 2024 Market Value-$494,700; adjusted to $486,900.
2. 2500 Pearson Pkwy N., 2024 Market Value-$383,900; adjusted to $378,900
3. 6771 Boone Ave N., 2024 Market Value-$2,520,400; adjusted to $2,200,000.
4. 10301 Quail Ave N., 2024 Market Value-$567,400; adjusted to $548,300.
5. 1916 Edinbrook Ct. N., 2024 Market Value-$580,400; adjusted to $565,200.
6. 8328 Fairfield Rd., 2024 Market Value-$552,600; adjusted to $510,000.
7. 10356 Yates Dr. N., 2024 Market Value-$489,900; adjusted to $447,600.
8. 7111 West Broadway, 2024 Market Value-$1,914,000; adjusted to $1,850,000.
9. 10345 Quail Cir N., 2024 Market Value-$593,700; adjusted to $527,400.
10. 4818 103rd Ave N., 2024 Market Value-$570,800; adjusted to $533,000.

11. 7409 Kentucky Ave N., 2024 Market Value-$457,400; adjusted to $433,800.

Board Member Tran spoke on behalf of 7335 Zane Ave. She stated her son was serving in Germany. She stated inspectors were at the property and did work and would provide documents on the work done and would provide it to the assessor's office.

D.1 MOTION MORSON, SECOND KLONOWSKI TO ACCEPT THE CITY ASSESSOR'S VALUATION AGREEMENTS BETWEEN MARCH 30, 2024, AND APRIL 8, 2024.

Chair Winston called for a roll call vote.

D.1 THE MOTION PASSED UNANIMOUSLY ON A ROLL CALL VOTE AS FOLLOWS: YES-TRAN, KLONOWSKI, LEE, ERIKSEN, MORSON, MCGARVEY, WINSTON; NO-NONE.

Chair Winston stated the next process was staff would get information on the properties that appealed. The information on the properties would be presented to the Board in two weeks when the Board reconvened.

E. SET DATE FOR RECONVENED BOARD OF APPEAL AND EQUALIZATION MEETING.

E.1 MOTION ERIKSEN, SECOND LEE TO RECONVENE THE BOARD OF APPEAL AND EQUALIZATION MEETING ON APRIL 22, 2024.

Chair Winston called for a roll call vote.

E.1 THE MOTION PASSED UNANIMOUSLY ON A ROLL CALL VOTE AS FOLLOWS: YES-KLONOWSKI, LEE, ERIKSEN, MORSON, MCGARVEY, TRAN, WINSTON; NO-NONE.

F. RECESS MEETING TO RECONVENED DATE

RECESS – at 6:54 p.m. with consensus of the Board, Chair Winston recessed the meeting to April 22, 2024.

_____
HOLLIES WINSTON, CHAIR

_____
DEVIN MONTERO, CITY CLERK

REGULAR BROOKLYN PARK CITY COUNCIL MEETING

Monday, April 8, 2024 Brooklyn Park Council Chambers
6:55 p.m. 5200 85th Avenue North
(Following the Board of Appeals and Equalization Meeting)

CALL TO ORDER - Mayor Hollies Winston

PRESENT Mayor Hollies Winston; Council Members Boyd Morson, Xp Lee, Christian Eriksen, Tony McGarvey and Nicole Klonowski; City Manager Jay Stroebel; City Attorney Tolar Siobhan; Community Development Director Kim Berggren; Finance Director LaTonia Green; Operations and Maintenance Director Dan Ruiz; Recreation and Parks Director Brad Tullberg; Police Chief Mark Bruley and City Clerk Devin Montero.

ABSENT: None.

PARTICIPATING REMOTELY: Council Member Maria Tran.

Mayor Winston read a statement regarding Meeting by Interactive Technology

Mayor Winston opened the meeting with the Pledge of Allegiance.

2A RESPONSE TO PRIOR PUBLIC COMMENT

City Manager Stroebel stated there were three public comments at the last meeting. Ms. Guyott-Hemple, encouraged a referendum this fall for additional amenities in the community; had questions related to the $5 million bonding resources the city received for the CAC improvements. Recreation and Parks Director Tullberg, provided a response to Ms. Guyott-Hempel and the council will get those responses; Ms. Huff, had questions around understanding the funding on the original request for the CAC with the same resources from the state. Rec and Parks Director Tullberg provided a response to Ms. Huff. She also asked about the protocol on council getting back to residents related to emails and phones. Mr. Dotson also provided some comments.

2B PUBLIC COMMENT

1. Tracy Winters, 4404 83rd Circle N. Concerns on restrictions on rental properties. She recently purchased an additional property in the hopes of renting that property to offset her new mortgage. Stated with the current rental restrictions she was unable to rent out that property causing financial strains, forcing to pay two mortgages and utilities on the property and limited her to provide housing for a family with the hopes of moving in soon in the upcoming month. She asked the council if they could lift the restrictions on that home.

2. Collette Guyott-Hempel, 9277 Trinity Gardens. Was at the work session and now hearing about chickens again. She stated it would cost $125,000 per staff person. It would cost for animal control that not supposed to be police the last time the issue was wrapped up. She stated it had been on all national news regarding the bird flu in mammal; and milk supply across the country. She stated 600,000 chickens were destroyed last week in Texas bringing up egg prices up. There were cows bringing it into the humans and are getting it too. She stated chickens were known for bringing up 4

different diseases including salmonella, e coli, a fungus that could be fatal to people with asthmas and other allergens and that was brought up through the air. She asked how the city could afford to have a $200,000 budget cost that was not planned for this year for backyard chickens when there were gunshots within a block and half from car to car from a group home and from her house. She stated there were park resources belong shot up an destroyed and damaged severely with the risks of residents in the neighboring area and gun shots in their homes. She stated there was a bullet in a house a block from her house from those gunshots last weekend. She stated it wasn't the cops fault as they were trying their best and thanked them for getting the guns off the street. She stated if there was $200,000, she would rather have signs posted in the parks saying marijuana was not acceptable usage like the alcohol and other drugs in the parks where kids went. She stated the city didn't have a swimming pool and gyms. She stated she was grateful for the bonding item and wished there was a referendum and sales tax she had been asking since January to bring up the issue with questions. She stated it was necessary to get those resources and amenities and mentors for the community. She stated the residents know they would pay additional taxes.

Mayor Winston read a statement regarding Mr. Dotson and his public comments.

3. Howard Dotson, Minneapolis. The residents of Brooklyn Park might be informed of a recall campaign that has begun because I've tried for months to get his answers to his multiple questions. Reasons he repeats himself because I don't get answers. He stated the reason he repeats himself was because he didn't get answers and had times where people offline gave him answers because he didn't get it from the people he ask directly. He stated he had been asked for evidence of his allegations.

   Mayor Winston stated he was referring to items he was told not to refer to and would give him one more opportunity or would cut him off if he went down that path again.

   Mr. Dotson stated he sent correspondence asking for a censure. He held up a sign to recall the mayor.

3A. MOTION WINSTON, SECOND ERIKSEN TO APPROVE THE AGENDA AS SUBMITTED BY THE CITY CLERK MOVING ITEM 8.1 AHEAD OF ITEM 5.1.

Mayor Winston called for a roll call vote.

3A THE MOTION PASSED UNANIMOUSLY ON A ROLL CALL VOTE AS FOLLOWS: YES-KLONOWSKI, LEE, ERIKSEN, MORSON, MCGARVEY, WINSTON; NO-NONE; ABSTAINED-TRAN.

3B PUBLIC PRESENTATIONS/PROCLAMATIONS/RECEIPT OF GENERAL COMMUNICATIONS

3B.1 Introduction of New Employees

Recreation and Parks – Director Brad Tullberg introduced Amanda Beischas a new employee to the Recreation and Parks Department.

Community Development – Director Kim Berggren introduced Michelle Basham as a new employee to the Community Development Department.

4.0 MOTION LEE, SECOND ERIKSEN TO APPROVE THE FOLLOWING ADMINISTRATIVE CONSENT ITEM:

4.1 TO WAIVE THE READING AND ADOPT RESOLUTION #2024-53 APPROVING POLLING PLACE CHANGES FOR PRECINCTS CENTRAL-4, EAST-1, AND WEST-4 IN THE CITY OF BROOKLYN PARK FOR THE AUGUST 13 AND NOVEMBER 5, 2024 ELECTIONS.

4.2 TO FULLY RELEASE THE BRIDGEWATER BANK IRREVOCABLE LETTER OF CREDIT NO. 634 DATED: MAY 6, 2021 ($641,700.00) FOR SUBSTANTIAL COMPLETION OF THE “PARK PLACE PROMENADE” PROJECT #21-105.

4.3 TO WAIVE THE READING AND ADOPT RESOLUTION #2024-54 TO ACCEPT A MINNESOTA DEPARTMENT OF PUBLIC SAFETY TRAFFIC SAFETY GRANT AND AMEND THE 2024 GRANT AND FORFEITURE FUND BUDGETS.

4.4 TO WAIVE THE READING AND ADOPT RESOLUTION #2024-55 ACCEPTING BIDS AND AWARDING CONTRACT IN THE AMOUNT OF $1,180,149.19 TO PARK CONSTRUCTION COMPANY OF SPRING LAKE PARK, MINNESOTA FOR ZANE AVE TRAIL, CIP2006.

4.5 TO WAIVE THE READING AND ADOPT RESOLUTION #2024-56 ACCEPTING BIDS AND AWARDING CONTRACT IN THE AMOUNT OF $1,090,190.41 TO PARK CONSTRUCTION COMPANY OF SPRING LAKE PARK, MINNESOTA FOR 63RD AVE TRAIL AND MUNICIPAL STATE AID (MSA) MILL AND OVERLAY, CIP 4044.

Mayor Winston called for a roll call vote.

4.0 THE MOTION PASSED UNANIMOUSLY ON A ROLL CALL VOTE AS FOLLOWS: YES-KLONOWSKI, LEE, ERIKSEN, MORSON, MCGARVEY, TRAN, WINSTON; NO-NONE.

8. DISCUSSION ITEMS

8.1 Consideration of Changes to Public Comment at City Council Meetings.

City Manager Stroebel briefed the council on possible changes to the public comment portion of the council meetings.

Discussion was held by the council:

Council Member Lee stated he was on board with residency qualification or business ownership qualification, those individuals had a vested interest in the city. He would not open up to everyone or anyone from outside who wanted to come in. On the public comment period, didn’t have to provide a public comment for items not on the agenda. He understood that it was good to hear from residents on what might be on their minds but for efficiency and effectiveness, they could do that anytime with a phone call or email and many did. He stated for the sake of time management, effectiveness or efficiency, leaned toward making it part of the agenda and focused on the agenda. He stated it could be residents came and talked about what was on the agenda that night or previous agenda and was agenda focused, otherwise they could call or send an email. He stated at the public comment tonight, on the rental restriction issue, the resident didn’t have to come tonight for public comment to get staffs attention. He suggested

resident or business owner of the city and focused on the agenda items, whether that night or on previous agenda items.

Council Member Tran stated she saw this as denying people the right to speak and classify people like business owners was not very good to the public. She stated the council would be violating the constitution. She stated she talked to the city attorney about this and he said that law was to protect the people except in the case when they got violent, yelled or use swear words or threaten. She stated the advice she got from the city attorney, if the council member felt uncomfortable or was abused there was no law to protect the council members. She stated the law was to protect the people and could sue that person in the individual courts but couldn't bar people from speaking at public comment.

Attorney Tolar stated what Council Member Tran was talking about was the first amendment right for free speech, however, the government did have the authority to limit the public forum. She stated the actions they were discussing passed the constitution muster and what they were discussing was not unconstitutional.

Council Member Morson stated he wanted to add to the first amendment, the freedom of speech, was the Article 19 of the Human Rights Declaration. He stated it read, "everyone has a right for freedom of opinion and expression and that right includes freedom to hold opinions without interference to seek partial information and ideas through any media regardless of frontier". He stated that Declaration said that everyone had a right to their opinion, expressed freely, regardless of if anyone didn't like it or not, they still had that right.

He stated what the attorney said about the first amendment and its content, he supported it because it still provided people with that freedom. He stated those are the reasons why he served the country and put on the council, to allow people an opportunity to express themselves whether or not people liked it or not.

He stated eliminating the public comment was a disservice to the public and it limited the residents or anyone to share good news or news they felt was important for the city or news people did not want to hear. He thought when the council tried to delve into somethings of that magnitude, diminished who they were and the values of the people by limiting them to not be able to speak their opinions and minds. He stated he was not in support of eliminating any right to public comment. He asked how long public comment had been on the agenda. Also, if there was some context the reason why they put in public comment back then.

City Manager Stroebel stated he would research the agendas to find out how long public comment had been on the agenda.

Mayor Winston stated he didn't think the inclination was to get rid of the public comment. He stated if they continued with the public comment, see what other cities had with public comment, and what it looked like for the city. He stated he would tend to go with the Constitution before any other document. He stated it was not to get rid of public comment but what it would look like and how it honored the residents and people who did business in the city.

Council Member Klonowski asked the city attorney if they were able to bar a particular person who continually disobeyed the rules from public comment because their behavior continually abused the rules. She asked if they addressed it in a broader group to deal with the issue if they chose to make it about the residents and business owners.

Attorney Tolar stated what she heard was if the limitation had to be broader than one singular person and stated that was correct.

Council Member McGarvey asked if they moved the public comment section to a different time, such as prior to the meeting, would those comments be recorded into the record and responded to later as done now. He asked if residents needed to make public comment such as Ms. Fericho tonight on an agenda item if it would change or adjust the public comment where it was in the meeting.

City Manager Stroebel stated Bloomington's public comment period was held prior to the formal council meeting, and gave an example, using Room A203 or another conference room where some members of the council and staff would be present and be part of the record. He stated it would be included in the meeting minutes just like the current public comment period and staff would get back to them if they needed additional response and would be part of the public record.

He stated if the council's intent was to retain speaking on an agenda item, it could be specified on the potential changes the council might wanted to make. He stated it had been a historical practice, that any comments specific to an agenda item was taken during that agenda item. He stated earlier the mayor said if Ms. Fericho wanted to speak earlier because of her schedule, different mayors accommodated that in different ways.

Mayor Winston stated he liked that approach but concerned with several people trying to game the system, example, on agenda items 7.1 or 8.1, they might try to speak during that. He stated there needed to be some ability to facilitate that and shut that down, when they said, they wanted to speak on a particular issue but really had a personal issue and tried to use it that way. He didn't think they should remove public comment. He stated there had been comments that had been helpful from residents speaking on a particular issue. He stated there needed to be some type of compromise and flexibilities, so the city was generally hearing as much as possible from residents or business owners. He stated there also needed to be some flexibility from interested parties who wanted to come and speak on a specific issue. He stated many times the city got pulled in or used for other agendas, political or other, for those who didn't have anything to do with the city. He stated that was one of the main concerns the council had been talking about and just wanted to do the business of the city.

8.1 MOTION ERIKSEN, SECOND KLONOWSKI TO RESTRICT PUBLIC COMMENT SECTION 3B1 TO RESIDENTS, BUSINESS OWNERS, EMPLOYEES, OR BOARD MEMBERS OF BROOKLYN PARK BUSINESSES OR ORGANIZATIONS OR IMMEDIATE APPLICANTS FOR BUSINESS PERMITS IN THE CITY BROOKLYN PARK.

Council Member Lee asked about the volunteers. He stated they were not employees or board members of businesses or organizations.

Mayor Winston stated the volunteers who did the work in the city spoke on specific issue such as Ms. Fericho. He stated there would be volunteers who were involved and follow the agenda and ask to speak to a specific item on the agenda and not game the system. He stated he wanted to make sure the council was not cutting people off in terms of speaking to specific issues. He thought that approach gave latitude for that. They could complete a form and during the public comment, they had to fit those buckets and if they wanted to speak to specific agenda item, would fill out a form and let them speak to the issue. He stated it would allow for that level of flexibility.

Council Member Eriksen clarified that he specifically named Section 3B1 in the motion because that would not preclude anyone from speaking to any other agenda item. He stated the reason for the additions of staff, etc., gave an example, having a church congregation in the city and the pastor lived in Anoka and they were speaking on an issue. He stated the council would want to invite them to be part of it, they were not an owner but invested stakeholders in the community. He stated he wanted to try and make it inclusive of different kinds of stake holders.

Attorney Tolar stated pastors were not necessarily board members of an organization and was making sure the council paid attention to what they were trying to do and who that should include. She stated if the council wanted Kennedy and Graven to advise them legally about it to let them know.

Council Member Klonowski stated they needed to be clear, asking people to sign a blue sheet and check a box, and fill one of the requirements. She stated there would be some level of discretion with person chairing the meeting and could tell if they were local and lived in the city to make the discretionary decision related to a topic. She liked that approach rather than trying to include everyone because that could get away far from what they were trying to accomplish.

Council Member Eriksen asked if the suggestion was to make the language less limiting, something like an active stakeholder in the Brooklyn Park community which seemed less tangible.

Attorney Tolar stated she should take it back and help the council think through it on it how it worked and a few steps deeper. She thought limiting it caused problems and broadening it also caused problems and why the first amendment was so nuance. She stated what was suggested was a good start and something she could take back, discuss it and research it further. She stated it would take longer to figure out when they started to cross legal boundaries.

Mayor Winston asked if there was a concern with moving forward with the motion and working with legal to come up with something clearer. He asked if they should hold off on the motion in front of the council.

Attorney Tolar stated they could go ahead and move what the council wanted to move but was suggesting legal would wordsmith some things.

Council Member Eriksen stated he was confused on how legal would handle that procedurally if they made a motion and pass it. He stated they couldn’t go back and change language after that. He asked if they could appoint a subcommittee to draft language and bring back to the council in two weeks in cooperation with the city attorney.

Mayor Winston stated they could move in that direction.

Council Member Lee suggested taking more time to think of the exact wording and agreed it was a great start. He recommended an amendment to that to set a work session and bring back a motion in a couple of weeks.

Council Member Klonowski stated she supported the language by Council Member Eriksen and was not in support of Council Member Lee’s suggestion related to the volunteers. She asked if the attorney could present some language and consequences for the council to think about before they went down that road to help the council facilitate a better conversation.

Mayor Winston asked Council Member Eriksen if he would like to withdraw the motion or continue forward with the motion.

8.1 MOTION ERIKSEN, TO WITHDRAW THE MOTION AND BRING IT BACK TO THE NEXT REGULAR COUNCIL MEETING SO THE CITY ATTORNEY HAS TIME TO OFFER COUNCIL SOME LANGUAGE.

Mayor Winston stated Council Member Klonowski also had rescinded her second to the motion.

City Manager Stroebel stated most of the discussion was focused on who could participate and wanted clarification if there was any additional feedback on the timing and council's preference to keep it in the current placement on the agenda or proposed changes to that.

Mayor stated it made sense for it to be at its current place on the agenda. He stated what he heard from the council members was at the next regular meeting to have language to consider along the lines Council Member Eriksen said and input from other council members. He stated he did not want to move it to the end or before the beginning of the meeting. He thought if they limited it to residents, businesses, and stakeholders, they were not going to have to worry about the agenda and a lot of other issues.

Council Member Lee stated at the beginning of the meeting was good wanted people to come and say what they had to say, leave if they needed to and not stay for the agenda item. He stated the other thing to answer was, who, when and what. He stated he was for limiting public comment to agenda items and all other topics could be addressed through other forms of communications. If that was not the consensus of the council so, be it.

City Manager Stroebel stated he noticed that Council Member Tran might need to be departing at her current location and she had one item specific to her on the agenda. He stated if they were close to wrapping the discussion suggested they move to that agenda item while she was still present.

Council Member Eriksen stated they should keep public comment at the beginning of the meeting and should be official and on the record. He stated he was not in favor of limiting the content given that Ms. Winters came tonight to address something that was not on the agenda; but hoping someone on staff could help her with. He stated she had now learned how to do that and did not want to limit a person's ability to use the forum for that purpose.

At 7:49 p.m. Mayor Winston stated he was departing as he was not feeling well. He stated Mayor Pro Tem Lee would take over the meeting.

Mayor Pro Tem Lee convened the meeting.

City Manager Stroebel briefed the council on moving to Item 7.2 regarding Council Member Tran's request to attend a conference and would have to amend the agenda since the agenda was approved earlier.

3A. MOTION ERIKSEN, SECOND MORSON TO AMEND THE AGENDA TO MOVE TO ITEM 7.2.

Mayor Pro Tem Lee called for a roll call vote.

3A. THE MOTION PASSED UNANIMOUSLY ON A ROLL CALL VOTE AS FOLLOWS; YES-LEE, ERIKSEN, MORSON, MCGARVEY, TRAN, KLONOWSKI; NO-NONE.

7.2 Request by Council Member Tran to Travel to and Attend the National League of Cities Congressional City Conference from November 12-17, 2024.

Jay Stroebel, City Manager, briefed the council on the request by Council Member Tran to travel to and attend the National League of Cities Congressional City Conference from November 12-17, 2024.

Council Member Tran stated by attending those kind of conference trainings, found out about a lot of benefits and opportunities for the city, how to get more funding from the government and was entrusted in serving the city and residents.

Council Member Klonowski asked if that additional travel was beyond what was specified in the travel policy.

City Manager Stroebel stated the travel policy called for the mayor or Mayor Pro Tem and three council members alternating had the opportunity to travel out of state domestically one time annually pending council approval. He stated the request being made would be an additional travel request. He stated the travel policy also said if necessary and if approved by council, additional out of state travel could be approved for the mayor and Mayor Pro Tem or council members using unused travel budget resources or other funding resources. He stated that was the provision Council Member Tran was making the request. He stated it was early April and uncertain if additional council resources for travel would be used or not for the remainder of the year.

Council Member Klonowski clarified it was outside of the travel policy and had to ask for a special request to travel more than twice in one year. She stated they recently discussed alternating it and gave an example, it shouldn’t be her and Council Member Lee going every year to a conference, should be shared and didn’t think Council Members McGarvey and Eriksen traveled out of state to a conference.

City Manager Stroebel stated this year was where Council Member Tran could travel, which had taken place. He stated Council Members McGarvey and Eriksen and other council members traveled last year. He stated that was the alternating language and the travel policy said some council members might choose not to travel and were dollars remaining within the travel budget and the travel policy allowed for the council to approve the mayor or council member to travel if resources allowed it.

Council Member Klonowski stated with the registration deadline being November 11, suggested in the spirit of fairness to everyone, as the request was asking to use extra money and was only April, to postpone or table it until later in year to see what was left before spending any reserve so early in the year. She suggested waiting until it was closer to November and if there was reserve money to take it up at that point. She stated it was also in the spirit of fairness to the other council members who have not traveled this year to take that course of action.

Council Member Tran agreed with Council Member Klonowski regarding the registration timeline. She stated registering early would save $400 and if registering closer to November it would cost more.

Mayor Pro Tem Lee stated he was leaning toward wanting to figure out when the deadline date was and hold off until the next council meeting before making a decision to see if there was interest from the other council members.

7.2 MOTION KLONOWSKI, SECOND ERIKSEN TO TABLE THE COUNICL MEMBER TRAN TRAVEL REQUEST TO AND FROM THE NATIONAL LEAGUE OF CITIES CONGRESSIONAL CITY CONFERENCE IN TAMPA FL, FROM NOVEMBER 12 THROUGH 17, 2024 UNTIL THE NEXT COUNCIL MEETING WHEN WE CAN HAVE THE DETAILS ON EARLY BIRD REGISTRATIONS.

Council Member Eriksen stated at the last meeting when it was discussed on council travel, they discussed about any travel having a strategic benefit to the city. He stated when the mayor and city manager went to Japan they presented during a work session on what they learned there, what they gained from the travel and what city needed to do going forward. He stated he would encourage the council to try do that whenever the council members traveled, to take 10 to 15 minutes during a work session and share what they learned so it would help them make better decisions on how they spent the travel money. He stated if they were going to spend the money, they should make sure the city was getting something from it.

City Manager Stroebel stated the early bird registration deadline was June 15 and could potentially bring it back to the council at first meeting in June.

Council Member Morson stated he supported Council Member Klonowski's suggestion, however in the motion, it did not allow for the extra money in June for people to travel by end of the month. He stated if they were looking at how much was left over for people to travel and basing it on the budget they had or was it using extra money. He stated he supported Council Member Tran's travel.

7.2 MOTION KLONOWSKI, SECOND ERIKSEN TO AMEND THE MOTION TABLING THE ITEM UNITL OCTOBER SO WE CAN ASSESS WHAT BUDGET IS LEFT IN CONSIDERATION WHAT WAS DISCUSSED TONIGHT.

At 8:05p.m., Council Member Eriksen called a point of order. He stated it appeared Council Member Tran was no longer in her publicly posted location and was excluded from voting.

Mayor Pro Tem Lee remined Council Member Tran that since she was no longer at the public location, she was not able to participate in their vote. He stated she could continue to observe the meeting tonight.

Mayor Pro Tem Lee stated he would like to save $400 and thought they could table it to June and give Council Member Eriksen time to think and find a conference if he would like to make that commitment at some point in the rest of the year. He stated they could find out what his budget was and then look at Council Member Tran's request. He stated he had no interest in using the reserve this year and a good time to bring that up if the council members might be interested. He stated they talked about having a travel budget and saw the total cost of the travel between $3,365 to $3,485. He asked how much take from the overall travel budget reserve.

City Manager Stroebel stated the travel budget for the council was a little over $20,000. He stated there had been some costs already expended toward that, an estimated $9,000 this year. He stated that the recent retreat costs were included in that and needed to get clarification

whether the retreat costs should be counted against that. He stated the council had $11,000 left in that budget.

He clarified on the conference registrations rates. He stated there was a window from March 11 to April 15, $640 for NLC members and the city was a NLC member; early bird rate, from March 11 to June 15, $690; advance rate, from June 16 to September 1, $800; regular rate, from September 2 to November 11, $920 and to register on site, from November 12 to November 15, $1,035.

Mayor Pro Tem Lee stated it was $50 past the first deadline and $100 after that and was not like it jumped $400 after one deadline. He stated October might be too late and thought June or maybe the first council meeting in May. He stated it would give ample time to those interested in the reserve money and should also be thinking about their travel plans now. He asked if they could go back to original motion and giving it to the first council meeting in May.

Council Member Eriksen stated he was not going to be looking for opportunities to spend city funds on travel. He stated it was incumbent on any council member who wanted to spend city funds to present a robust strategic good the city gained from their travel. He stated there was no strategic goal listed on the agenda item and incumbent on the council who wanted to travel to present that. He stated they still had not received feedback on the past trip from Council Member Tran and was incumbent on any council member who traveled to present the findings. He suggested any council member who wanted to travel to present a robust strategic good to their council colleagues before they traveled. He stated it was not a job perk they go look for opportunities to travel, it was a policy that allowed council members to add value to the city and to the council as a whole.

Council Member Klonowski stated there was no need to spend the money if it was not for the best benefit of the city. She stated one of the things they had been talking about on the legislative committee was the lack of resources the city had for a lot of the funding needs it currently had. She stated she knew the travel funding was not a lot of money but every dollar spent should be in the best interest of the city.

She called the question to move to the previous motion.

Mayor Pro Tem Lee stated Council Member Klonowski called the question and asked Council Member Klonowski to repeat the motion.

Council Member Klonowski repeated the motion.

7.2 MOTION KLONOWOSKI, SECOND ERIKSEN TO TABLE COUNCIL MEMBER TRAN'S TRAVEL TO AND ATTEND THE NATIONAL LEAGUE OF CITIES CONGRESSIONAL CITY CONFERENCE IN TAMPA FL, FROM NOVEMBER 12 THROUGH 17, 2024 TO THE FIRST COUNCIL MEETING WE HAVE IN OCTOBER.

Mayor Pro Tem called for a roll call vote.

7.2 THE MOTION PASSED ON A ROLL CALL VOTE AS FOLLOWS: YES-ERKSEN, MORSON, MCGARVEY, KLONOWSKI; NO-LEE.

5. PUBLIC HEARINGS

5.1 Consider First Reading of the Ordinance Establishing a Local Housing Trust Fund for the City of Brooklyn Park.

Kim Berggren, Director of Community Development briefed the council on establishing a Local Housing Trust Fund for the City. She stated the public hearing was held on December 4, 2023.

5.1 MOTION ERIKSEN, SECOND KLONOWSKI TO WAIVE THE READING AND ADOPT ON FIRST READING AN ORDINANCE ESTABLISHING A LOCAL HOUSING TRUST FUND FOR THE CITY OF BROOKLYN PARK. MOTION PASSED UNANIMOUSLY.

6. LAND USE ACTIONS-None.

7. GENERAL ACTION ITEMS.

7.1 2024 Bonding Project Support for Community Activity Center Phase 2 Funding, Central Fire Station, and Zanewood Recreation Center.

Brad Tullberg, Recreation and Parks Director, briefed the council on the bonding project support for Community Activity Center Phase 2 funding, Central Fire Station, and Zanewood Recreation Center.

The following individuals addressed the council:

1. Sarah Fericho. Thanked the council for the additional funding for the expansion of the community activity center to include the basketball courts and keep the ice rinks. She stated she supported the amendment. She asked if a needs assessment was done for the courts and sustainable building practices.
2. Collete Guyott-Hempel, 9277 Trinity Gardens. Thanked the Recreation and Parks staff and city manager for their efforts for trying to get additional bonds.

7.1 MOTION ERIKSEN, SECOND KLONOWSKI TO WAIVE THE READING AND ADOPT RESOLUTION #2024-57 AUTHORIZING THE CITY MANAGER TO FILE AN UPDATED APPLICATION WITH THE MINNESOTA MANAGEMENT AND BUDGET OFFICE FOR 2024 STATE APPROPRIATIONS FUNDED FROM STATE GENERAL OBLIGATION BONDS. THE MOTION PASSED UNANIMOUSLY.

9A COUNCIL MEMBER REPORTS AND ANNOUNCEMENTS

Council Member Morson stated that a couple of weeks ago he reported he attend game night at Zanewood and failed to mention that Ms. Guyotte-Hemple and her husband were there and participated in a variety of activities and her husband played chess with the youth. He stated he delivered more food to Zanewood, snacks for youth for after school and out of time school donated by his friends at Task Force Inc., who had been providing food for several weeks and he had been dropping off the food. He stated on Saturday he went to Zanewood and it was closed and let in by the janitor, who helped him unload the snacks and brought it into Zanewood to provide the youth with some type of snacks. He stated his other friends were donating $25 gift certificates every week to families in the community for food. He stated he did this every weekend since last year, went to communities and randomly choosing anyone to give the $25 gift cards to get food from Cub Foods.

He stated every Thursday he gave away 10 steak dinners from his friends at HyVee and had been going on since last year. He stated it was 40 dinners they gave out every month to people in the community to let them know there were people here who cared about who they were in the community to participate in a steak dinner. He stated if they didn't get a free dinner, they were only $10 with two sides every Thursday from HyVee. He stated he appreciated the friends who were gifting the blessings for the community that was deserving and in need. He thanked Task Force Inc. for the donations to the youth at Zanewood.

9B CITY MANAGER REPORTS AND ANNOUNCEMENTS

City Manager Stroebel announced that Brooklyn Youth Alliance was successful in getting a $1.7 million grant for youth in Brooklyn Park and Brooklyn Center.

ADJOURNMENT - With consensus of the Council, Mayor Winston adjourned the meeting at 8:45 p.m.

_____
HOLLIES WINSTON, MAYOR

_____
DEVIN MONTERO, CITY CLERK

SPECIAL BROOKLYN PARK CITY COUNCIL MEETING

Monday, April 15, 2024
6:00 p.m.

Brooklyn Park Council Chambers
5200 85th Avenue North

CALL TO ORDER – Mayor Hollies Winston

PRESENT Mayor Hollies Winston; Council Members Xp Lee, Christian Eriksen, Tony McGarvey, and Nicole Klonowski; City Manager Jay Stroebel; City Attorney Jim Thomson; Police Chief Bill Barritt and City Clerk Devin Montero.

Mayor Winston read a statement regarding meeting via interactive technology.

PARTICIPATING REMOTELY: Council Member Maria Tran.

ABSENT: Council Member Boyd Morson

7.1 Resolution to Censure Council Member Boyd Morson for Violating the City's Respectful Workplace Policy, the Brooklyn Park Elected Officials Code of Conduct Policy and 2022 Censure Resolution.

City Attorney Thomson briefed the Council on the resolution to censure Council Member Boyd Morson for Violating the City's Respectful Workplace Policy, the Brooklyn Park Elected Officials Code of Conduct Policy and 2022 Censure Resolution.

Mayor Winston read the resolution of censure for the record.

Council Member Tran stated she would like to hear from Council Member Morson the reason why he was not there tonight to speak for himself. She thought that given the time of the action on the things that had been filed from last year and now the actions after he spoke about her abuse at work in March. She stated Council Member Morson didn't explain anything about it and should give him a chance before the Council went to the motion.

Mayor Winston stated the Council gave him multiple opportunities on the day they discussed it and they were also giving him an opportunity today. He stated there was ample time for Council Member Morson to prepare some type of a written statement.

Council Member Lee stated it was a disturbing pattern of behavior and thought it was the appropriate action from the Council. He stated it was unbecoming of a Council Member and hoped Council Member Morson took advantage of the opportunities that had been given to him to take the trainings and remedy the situation. He stated even in the past censure, Council Member Morson didn't show up and didn't show up for tonight's process. He thought it was the correct course of action, was disappointing and very unbecoming of a city Council Member.

Council Member Eriksen wanted people to be aware there was ample opportunities and methods for Council Members to address concerns about the conduct of city employees. He stated he had and assumed other Council Members had too, gone to the city manager and voiced concerns and received feedback in response from the city manager. He stated that was the appropriate way any concern a Council Member had about city staff. He stated none of the other options were right and probably not legal. He stated all Council Members had the ability to request the review of the city manager's contract with the city and there was a process for that

too and was not followed by Council Member Morson. He stated the Council Members had ample opportunity to address the behavior of anyone employed by the city through the appropriate channels. He stated Council Member Morson had not, refused to do so and carried out behavior like that put the city at great risk. He stated for that reason he was supportive of adopting the resolution tonight.

Council Member McGarvey stated the Brooklyn Park Elected Officials Code of Conduct in part, ensured that Brooklyn Park city staff had a respectful and safe workplace, free of harassment and in general, unpleasantness. He stated that as the individual with the most time and service on the Council and a veteran of the United States military, expected Council Member Morson to know and adhere closely to the Brooklyn Park Elected Officials Code of Conduct. He stated the evidence provided with tonight's agenda item and Council Member Morson's failure to follow through with remedies proposed in his 2022 censure, believed and proved that Council Member Morson appeared to have no qualms about violating the Brooklyn Park Elected Officials Code of Conduct regardless of how it affected the city staff, affected the perception of the city and the Council. He stated he had no qualms in supporting and voting to approve that measure as unpleasant that was.

Council Member Tran stated he was a veteran before they did anything. She stated he served in military for the nation, instead of punishing, the Council should study more about the veteran and post war PTSD. She stated after the Vietnam war there was lot of veterans having PTSD but society was still unfamiliar with it. She stated that just recently those veterans started to have a lot of things going on and not needed to be punished. She stated it was unfamiliar to society on the violence when they got back to society by the veterans and Council should think about that before the Council wanted to punish Council Member Morson for something he did not own. She stated the Council owed it to him because of his service. She stated he had something he was not aware of and the Council should help. She believed that even the time of that action, doubted it was not something called constructive criticism or discipline. She stated it looked like the things he spoke about her abuse in March and was not transparent of that action. She stated they should think more about if he needed help, he was on the Council and not treat him like they were pushing him out. She stated the Council needed to help him and give him a hand.

Council Member Klonowski stated the word service meant a lot. She stated she would like to recognize that public service and itself was a calling and was not a calling to run and get elected but also a calling among the people who chose a vocation. Going to school for it, studying for years and pass, had student loans, and came here and worked hard every day to make the city prosperous, safe and a wonderful place to raise children and have a family. She stated those staff deserved to have their service acknowledge and honored and should not be torn down on anyone's social media account for cheap political gain. She stated they worked hard and deserved a safe atmosphere to come to work in. She stated it was the council's duty and responsibility to ensure that. She stated service came in multiple different forms and not just being a veteran, and there were other veterans on the Council behaved appropriately and treated staff with respect. She stated the Council had been offered multiple opportunities to engage in team building and communications skills and the people that didn't show up were the people that specifically that could have benefitted the most from it. She stated there had been no lack of opportunity to remedy behaviors and looking at the previous censure, counseling was offered, modifications were offered to that previous censure if those conditions were met. She stated they had not been met and the council had seen continuous abuse of the staff. She stated what struck her when the council was having the conversations recently about the censure, in particular, was the city manager, who had worked hard in his career to get where he

had gotten to a position he had earned and was well respected. She stated he chaired an important board, his reputation was on the line and livelihood and for what, because someone didn't want to do the right thing and follow the proper processes. She stated if a council member had an issue with anything, had a question of the Council packet or any concerns, city manager and the Director of EDA called the council every Monday before the Council meeting to make sure if the council had any questions about the content, they could get them answered and listened to. She stated some people chose not to take that opportunity to do that and ignore those phone calls and show up at the council meetings and tried to embarrass people. She stated that was not respectful and if they were the worst employee at the city, even that person didn't deserve public beration and humiliation from an elected official. She agreed what the council members had said and the conduct was not befitting of an elected official for the city of Brooklyn Park. She stated she supported the censure.

Council Member Eriksen stated he would like to reread one of the items in the resolution to address concerns raised by Council Member Tran. The former censure from March 7 2022 still being in affect, meant there was an opportunity for the city to provide training, education and counseling for Council Member Morson. He stated if what Council Member Tran suggested that Council Member Morson did suffer from some service related mental health concerns that he would take advantage of that. He stated the city would support that choice on his behalf, which leads to the closing statement of the resolution, "Be it further resolved that the city Council sincerely hopes that Council Member Morson can modify his statements and behavior so that he can become an effective and productive Member of the Brooklyn Park city Council." He stated no one on the council denied the seriousness of mental health or disparages any military service but their actions regardless of a mental health conditions had consequences and that was what the council was discussing this evening.

Mayor Winston stated if Council Member Morson was struggling with any of those issues, his instinct would be, that would be something for him to speak to. He stated he would not wish for someone to speak that on his behalf. He stated when considering the censure, there were a couple of factors that pushed it. The first one, when a staff member made a complaint; the Council took that seriously. The other one was, working in safe work place. He stated he didn't that everybody knew what a lot of staff dealt with, and everyone thought their job was hard. He stated the council was there on a Monday and many staff would be here and they were sometimes there from 9, 10 or 11 p.m. and didn't mean on a Friday they took off the extra 6 hours. He stated the staff put in long hours and expected to attend the meeting tonight to maintain that type of commitment to a job. He stated the Council had to make it as safe as possible for employees and were responsible for that. He stated then, there was the legal liability. If they didn't address those issues, didn't take them seriously, opened themselves for legal liability as a city that could have financial implications. He stated the council addressed those things primarily for those reasons.

He stated one of the things about the censure that had not been brought up that made sense was that if, to Council Member Tran's point if Council Member Morson was struggling with things, it allowed for a 3 month review, meaning help could be sought, behavior could be changed, the censure could be lifted or reconsidered. He stated the process had been transparent. The staff brought forward the complaint, that complaint was considered in a work session and all evidence was brought to bear in terms of the resolution. He stated there was no special investigation needed as it was all on Facebook. He stated the council was not creating words, those were words that were publicly posted by Council Member Morson. He stated anyone could go on Facebook and look it up and if it had been taken down there were screen shots and people had evidence of it. He stated the Council, the vast majority, valued the staff;,

valued the city manager or employees, in the city of Brooklyn Park. He stated he wanted to make it clear to staff the council valued them and thought they operated at a high level. He stated there was a ton of complaints, people that were consistently unhappy that were going to continue to complain and staff had to deal with that on a regular basis, just like the council did but staff were the ones working through the complaints at a high level. He stated if people the staff was easy to come by it was not easy to find staff of that caliber for what they did. He stated he would make the motion.

7.1 MOTION WINSTON, SECOND LEE, TO WAIVE THE READING AND ADOPT RESOLUTION #2024-58 TO CENSURE COUNCIL MEMBER BOYD MORSON FOR VIOLATING THE CITY'S RESPECTFUL WORKPLACE POLICY AND THE BROOKLYN PARK ELECTED OFFICIALS CODE OF CONDUCT POLICY AND 2022 CENSURE RESOLUTION.

Mayor Winston called for a roll call vote.

7.1 THE MOTION PASSED UNANIMOUSLY ON A ROLL CALL VOTE AS FOLLOWS: YES-KLONOWSKI, LEE, ERIKSEN, MCGARVEY, WINSTON; NO-TRAN.

ADJOURNMENT - With consensus of the Council, Mayor Winston adjourned the meeting at 6:39 p.m.

_____
HOLLIES WINSTON, MAYOR

_____
DEVIN MONTERO, CITY CLERK

City of Brooklyn Park
Request for Council Action

Agenda Item:	5.1	**Meeting Date:**	April 22, 2024
Agenda Section:	Public Hearings	**Originating Department:**	Operations and Maintenance – Engineering Services Division
Resolution:	X		
Ordinance:	N/A	**Prepared By:**	Mitch Robinson, Interim City Engineer
Attachments:	2	**Presented By:**	Mitch Robinson, Interim City Engineer
Item:	Public Hearing for Vacation of Drainage and Utility Easement - Edinburgh Centre Drive		

City Manager's Proposed Actions:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION #2024-_____ VACATING ALL THAT PART OF THE DRAINAGE AND UTILITY EASEMENT AS SHOWN ON LOT 3, BLOCK 1, EDINBURGH CENTRE THIRD ADDITION (EXCEPTING THE SOUTHEASTERLY 10 FEET THEREOF), ACCORDING TO THE RECORDED PLAT THEREOF, HENNEPIN COUNTY, MINNESOTA

Overview:

Jay Malenke is requesting the vacation all that part of the drainage and utility easements on vacating all that part of the drainage and utility easement as shown on Lot 3, Block 1, Edinburgh Centre Third Addition (excepting the southeasterly 10 feet thereof), According to the Recorded Plat Thereof, Hennepin County, Minnesota. The property is located at 8595 Edinburgh Centre Driver with a PID number of 1411921440034. The easement vacation is needed to facilitate the construction of a car wash facility (Planning Commission File #24-101) previously approved by the City Council at the February 27th, 2024 meeting.

Prior to the hearing, staff notified the utility companies of the petitioner's request, and none of them objected.

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues: N/A

Attachments:

5.1A RESOLUTION
5.1B PROPOSED EASEMENT VACATION AREA

RESOLUTION #2024-

RESOLUTION VACATING ALL THAT PART OF THE DRAINAGE AND UTILITY EASEMENT AS SHOWN ON LOT 3, BLOCK 1, EDINBURGH CENTRE THIRD ADDITION (EXCEPTING THE SOUTHEASETERLY 10 FEET THEREOF), ACCORDING TO THE RECORDED PLAT THEREOF, HENNEPIN COUNTY, MINNESOTA

WHEREAS, Section 14.07 of the City Charter provides that the City Council may by resolution vacate any street, alley, public grounds, or public way, or any part thereof, when it appears in the interest of the public to do so; and

WHEREAS, the City of Brooklyn Park has drainage and utility easements over the following described land:

Parcel Description

Lot 3, Block 1, Edinburgh Centre Third Addition (excepting the southeasterly 10 feet thereof)

Easements to be Vacated:

To vacate all that part of the drainage and utility easement as shown on Lot 3, Block 1, Edinburgh Centre Third Addition (excepting the southeasterly 10 feet thereof), According to the Recorded Plat Thereof, Hennepin County, Minnesota.

WHEREAS, a public hearing was held on April 22, 2024 as required by law; and

WHEREAS, it has been determined that good area planning requires that these easements be vacated and that it would be in the public interest to do so.

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

1. That the sidewalk, trail, drainage and utility easements over the above described properties be vacated except those portions of these easements as described in of this Resolution.

2. A certified copy of this resolution shall be prepared by the City Clerk and shall be a notice of completion of the proceedings and shall be recorded in accordance with the provisions of Section 14.07 of Brooklyn Park City Charter.

RESOLUTION #2024-

RESOLUTION VACATING ALL THAT PART OF THE DRAINAGE AND UTILITY EASEMENT AS SHOWN ON LOT 3, BLOCK 1, EDINBURGH CENTRE THIRD ADDITION (EXCEPTING THE SOUTHEASETERLY 10 FEET THEREOF), ACCORDING TO THE RECORDED PLAT THEREOF, HENNEPIN COUNTY, MINNESOTA

WHEREAS, Section 14.07 of the City Charter provides that the City Council may by resolution vacate any street, alley, public grounds, or public way, or any part thereof, when it appears in the interest of the public to do so; and

WHEREAS, the City of Brooklyn Park has drainage and utility easements over the following described land:

Parcel Description

Lot 3, Block 1, Edinburgh Centre Third Addition (excepting the southeasterly 10 feet thereof)

Easements to be Vacated:

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WHEREAS, a public hearing was held on April 22, 2024 as required by law; and

WHEREAS, it has been determined that good area planning requires that these easements be vacated and that it would be in the public interest to do so.

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

1. That the sidewalk, trail, drainage and utility easements over the above described properties be vacated except those portions of these easements as described in of this Resolution.

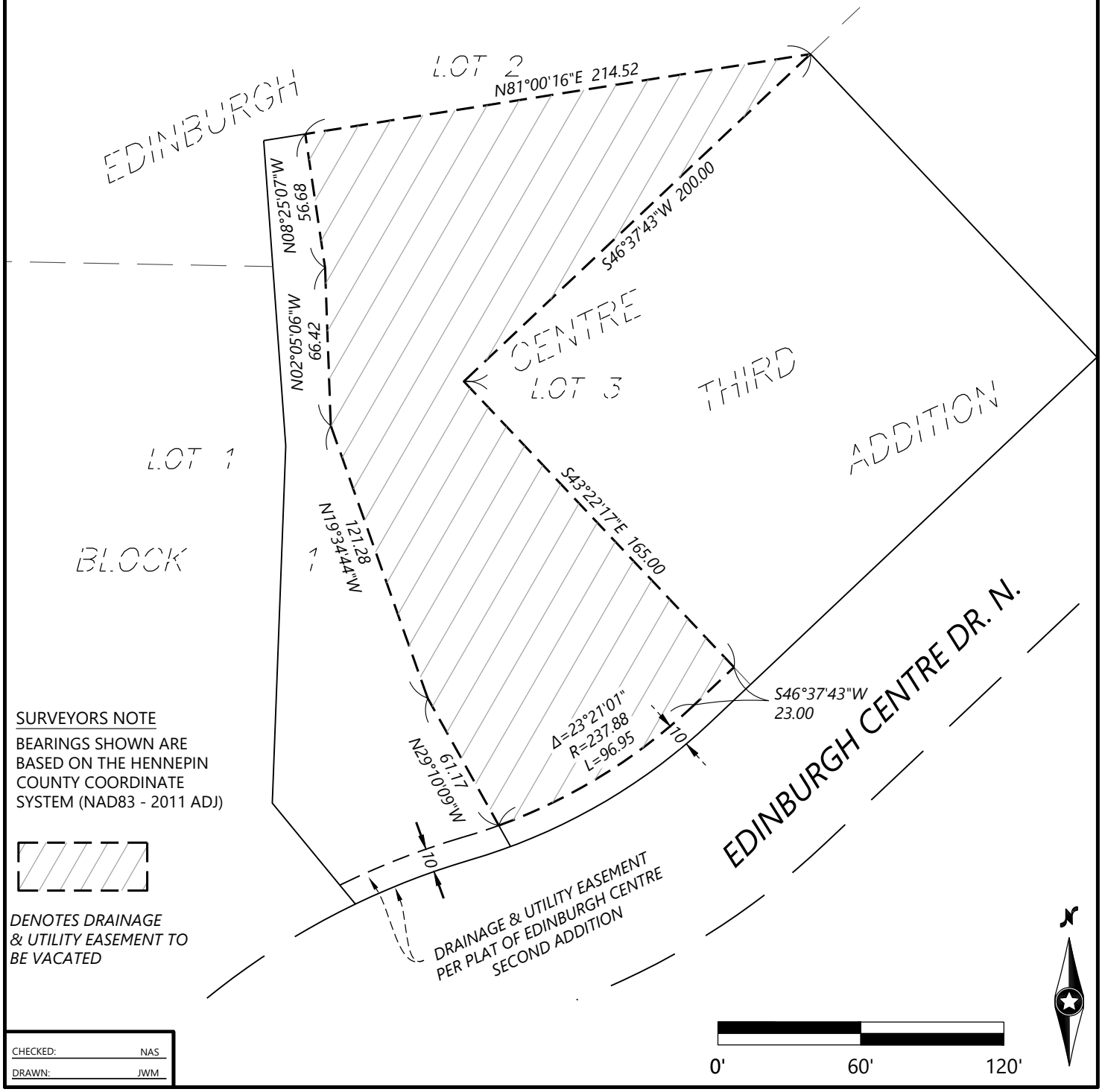
2. A certified copy of this resolution shall be prepared by the City Clerk and shall be a notice of completion of the proceedings and shall be recorded in accordance with the provisions of Section 14.07 of Brooklyn Park City Charter.

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EASEMENT VACATION DESCRIPTION

ALL THAT PART OF THE DRAINAGE AND UTILITY EASEMENT AS SHOWN ON LOT 3, BLOCK 1, EDINBURGH CENTRE THIRD ADDITION, ACCORDING TO THE RECORDED PLAT THEREOF, HENNEPIN COUNTY, MINNESOTA

EXCEPT THE SOUTHEASTERLY 10 FEET THEREOF.



CHECKED: NAS
DRAWN: JWM

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EDINBURGH CENTRE

BROOKLYN PARK, MN

Westwood

Phone (952) 937-5150
Fax (952) 937-5822
Toll Free (888) 937-5150
12701 Whitewater Drive, Suite #300
Minnetonka, MN 55343
westwoodps.com

Westwood Professional Services, Inc.

EASEMENT VACATION EXHIBIT

SHEET NUMBER: 1 OF 1

DATE: 02/06/2024

PROJECT NUMBER: 0041626.02

City of Brooklyn Park
Request for Council Action

Agenda Item:	5.2	**Meeting Date:**	April 22, 2024
Agenda Section:	Public Hearing	**Originating Department:**	Community Development
Resolution:	X		
Ordinance:	N/A	**Prepared By:**	Amber Turnquest, Principal Planner
Attachments:	4	**Presented By:**	Paul Mogush, Planning Director
Item:	NorthPark Business Center Alternative Urban Areawide Review (AUAR) Update		

City Manager's Proposed Action:

MOTION _____, SECOND _____ TO CONTINUE THE PUBLIC HEARING REGARDING THE FINAL ALTERNATIVE URBAN AREAWIDE REVIEW (AUAR) UPDATE FOR NORTHPARK BUSINESS CENTER UNTIL MAY 28, 2024 AT 6:00 P.M. IN THE CITY COUNCIL CHAMBERS.

Overview:

The NorthPark Business Center Alternative Urban Areawide Review (AUAR) study area is bounded to the west, north, and east by U.S. Highway 169, 109th Avenue, and Winnetka Avenue N respectively. The 227-acre area extends southward to the Three Rivers Park District's Rush Creek Regional Trail Corridor. The initial AUAR was adopted in 2013 and updated in 2018 to comply with state regulations requiring AUAR updates every five years until all development has received final approval. AUARs are used for large properties where development is expected to be phased over several years and studies multiple development scenarios that anticipate the total development, roadway networks, surrounding land uses, and mitigation strategies for impacts.

The Minnesota Environmental Quality Board (EQB) describes AUARs as a planning tool for cities to:

> "…Understand how different development scenarios will affect the environment of their community before the development occurs. The process is designed to look at the cumulative impacts of anticipated development scenarios within a given geographic area."

Approval of an AUAR does not confer approval of a specific development proposal. Development applications must follow the City's standard development review process with the Planning Commission holding a public hearing and a vote by the City Council.

A notice of the AUAR was published in the State's official publication, *EQB Monitor*, on February 13, 2024 (Volume 48, Number 7); the City sent a notification through GovDelivery, which is designated as an official publication for public notices; and the full text of the AUAR was made available on the City's website for public review and comment.

A public hearing notification was published in the Sun Post on April 11, 2024.

Comments received are provided as Attachment B.

Primary Issues/Alternatives to Consider:

1. Approve the AUAR as recommended by staff.
2. Reject the AUAR and order an Environmental Impact Statement based on certain findings.

Budgetary/Fiscal Issues: N/A

Attachments:

5.2A RESOLUTION
5.2B PUBLIC COMMENTS
5.2C PUBLIC COMMENTS AND RESPONSES
5.2D TRAFFIC ENGINEER COMMENTS

2024 NORTHPARK BUSINESS CENTER AUAR UPDATE (AVAILABLE ONLINE)

RESOLUTION #2024-___

RESOLUTION TO ADOPT THE 2024 NORTHPARK BUSINESS CENTER ALTERNATIVE URBAN AREA-WIDE REVIEW (AUAR) UPDATE

WHEREAS, an Alternative Urban Area-Wide Review (AUAR) for the NorthPark Business Center (Project) was completed in 2013 and is required to be updated every five years until all development in the study area has received final approval; and

WHEREAS, the proposed development site is situated in the southwest quadrant of the Trunk Highway 610 and Trunk Highway 169 intersection, with the western and southern study area boundaries defined by Jefferson Highway North and 93rd Avenue N respectively; and

WHEREAS, an AUAR Update for the Project has been completed pursuant to Minnesota Rules, part 4410.3610, subpart 7; and

WHEREAS, notice of the availability of the AUAR Update was published in the EQB Monitor on February 13, 2024, posted on the City's website at www.brooklynpark.org/2024-northpark-business-center-alternative-urban-areawide-review-auar-update/, and emailed through GovDelivery to the City’s distribution lists; and

WHEREAS, the 2040 Comprehensive Plan is within the assumptions of the above scenario for the study area; and

WHEREAS, the NorthPark Business Center AUAR Update was distributed for one 10-day comment review; and

WHEREAS, the comments received on the NorthPark Business Center AUAR Update have generated information adequate to determine mitigation measures associated with the potential development in this area, and

WHEREAS, the comments received are included in the public record for the NorthPark Business Center AUAR Update; and

WHEREAS, comments received on the AUAR Update were addressed in accordance with Minnesota Rules, part 4410.3610.

WHEREAS, no objections were received to the AUAR Update; and

NOW, THEREFORE, BE IT RESOLVED that the City of Brooklyn Park herby adopts the AUAR Update for the NorthPark Business Center dated February 2024.

Amber Turnquest

From: Riley, Stephen Anthony (Steve) CIV USARMY CEMVP (USA) <Stephen.A.Riley@usace.army.mil>
Sent: Wednesday, February 21, 2024 9:31 AM
To: Roess, Madeline
Cc: Amber Turnquest; Brown, Meghan J CIV USARMY CEMVP (USA)
Subject: RE: MVP-2015-00890-KBH [Non-DoD Source] Notice of Availability for the Northpark Business Center AUAR Update - City of Brooklyn Park, Hennepin County, MN

Hello,

The Corps of Engineers St. Paul District Regulatory Division (the Corps) recently received a request for a Alternative Urban Areawide Review (AUAR) for the Northpark Business Center.

Our office is committed to efficient, helpful service. It is unclear if your project will have impacts to jurisdictional waters. If your project will have impacts to aquatic resources, please submit a permit application with the impacts clearly identified and we can assist you through our permit review process if authorization is required.

You may also request a pre-application meeting to discuss your project prior to submitting a permit application. You can find more information on our permit program and our joint application here: https://www.mvp.usace.army.mil/Missions/Regulatory/Permitting-Process-Procedures/. **Be sure to select the pre-application box on the joint application.*

Please note this recommendation is only pertaining to the Corps process and does NOT indicate whether a review is required from the state or local authorities.

If we do not receive a response from you within 3 business days we will assume nothing further is needed from our office.

Thanks,
Steve Riley
Environmental Protection Technician
U.S. Army Corps of Engineers
10867 East Gull Lake Drive
Brainerd, MN 56401

From: Roess, Madeline <Madeline.Roess@kimley-horn.com>
Sent: Monday, February 12, 2024 11:27 AM
Cc: Amber Turnquest <Amber.Turnquest@brooklynpark.org>
Subject: SEND EAW EMAIL CC MJB (update to be AUAR rather than EAW) 2015-00890-KBH No action needed? D/L saved to Y [Non-DoD Source] Notice of Availability for the Northpark Business Center AUAR Update - City of Brooklyn Park, Hennepin County, MN

Good morning,

On behalf of the City of Brooklyn Park, please find the link here https://www.brooklynpark.org/2024-northpark-business-center-alternative-urban-areawide-review-auar-update/ for the Alternative Urban Areawide Review (AUAR) Update for the Northpark Business Center development. The City will accept comments on the AUAR Update through **February 28, 2024 at 4:00 PM**, directed to:

Amber Turnquest
Principal Planner, City of Brooklyn Park
Amber.Turnquest@brooklynpark.org

The AUAR Update will be published in the **February 13** publication of the EQB monitor.

Thank you,
Madeline Roess

Madeline Roess
Kimley-Horn | 767 Eustis St., Suite 100, St. Paul, MN 55114
Direct: 612 315 1076

Amber Turnquest

From: Johnny Hoang <jblaze1801@gmail.com>
Sent: Wednesday, February 21, 2024 2:12 PM
To: Amber Turnquest; Xp Lee; Jeffrey Lunde
Subject: CR 103 & Oxbow Creek Drive - Brooklyn Park 2024 NorthPark Business Center Alternative

Dear Commissioner Lunde, Councilmember XP Lee, Planner Turnquest.

According to the Northpark AUAR updates there will be a significant amount of traffic on Winnetka with a potential of 19,900 daily trips.

We along with approximately 300 households live to the immediate east of Winnetka (CR 103.)

There have been multiple accidents on this road within the past couple years since the completion of Northland Business Park.

Are there any plans for traffic and accidents mitigation at CR 103 on Oxbow Creek?
According to MnDOT studies, having a round-a-bout significantly reduces congestions and accidents. If that is not feasible, a stop light would be a much safer at controlling traffic than the current stop sign.

Thank you,

METROPOLITAN COUNCIL

February 27, 2024

Amber Turnquest, Principal Planner
City of Brooklyn Park
5200 85th Ave N.
Brooklyn Park, MN 55443

RE: City of Brooklyn Park – Alternative Urban Areawide Review Update (AUAR) –NorthPark Business Center
Metropolitan Council Review File No. 21068-5
Metropolitan Council District No. 2

Dear Amber Turnquest:

The Metropolitan Council received the City of Brooklyn Park's NorthPark Business Center AUAR Update on February 12, 2024. The AUAR represents the 5-year update required under environmental rules for a study area of approximately 227 acres located south of 109th Avenue North, between U.S. Highway 169 (US 169) and Winnetka Avenue North in Brooklyn Park. Metropolitan Council staff completed its review of the NorthPark Business Center AUAR Update to determine its accuracy and completeness in addressing regional concerns. Staff concludes that the AUAR Update is complete and accurate with respect to regional concerns and does not raise major issues of consistency with Council policies. However, staff offers the following comments for your consideration:

Transportation *(Joe Widing, 651-602-1822)*
The AUAR Mitigation Summary notes an in-progress Travel Demand Management (TDM) plan for the site. The TDM plan should consider future nearby transit service, specifically the planned Oak Grove Parkway Blue Line LRT station to be located at County Road 103 and Oak Grove Parkway. This station area should be accessible to the AUAR site with non-motorized connections to enable employee access to the site from the future Blue Line LRT service.

Forecasts *(Todd Graham, 651-602-1322)*
The development scenarios from 2018 include 3.0 million to 4.1 million square feet of mostly industrial/office/warehousing space. Scenario C adds a high-density residential development as well. The 2024 AUAR Update adds a new Scenario D that recognizes the AUAR area is now mostly developed. Scenario D includes 2.6 million square feet of mostly industrial/office/warehousing space and no residential uses.

The Council may need to adjust Transportation Analysis Zone (TAZ) forecast allocations. TAZ forecasts were included in the City's 2040 Comprehensive Plan. The City expects TAZ #845 to gain +970 households, +2,600 population, and +2,570 jobs (employment) during 2020-2040. TAZ #845 expands from the City's northern boundary to Highway 610.

If Scenarios A or B are pursued, the Council finds the households and population allocations in TAZ #845 can be lowered, and the difference re-allocated to other parts of Brooklyn Park. If Scenario D is pursued, the households, population and employment allocations in TAZ #845 can be lowered. These adjustments are being deferred until a later time.

Climate *(MacKenzie Young-Walters, 651-602-1373)*
Metropolitan Council staff encourages the project proposer to explore using native plants and trees to reduce the stormwater runoff from the development and minimize impervious surfaces' contribution to the urban heat island effect.

Council staff also encourages the project proposer to consider utilizing EV ready design to facilitate the transition to electric vehicles and help offset the greenhouse gas emissions from the proposed commercial development and motor vehicle fuel station covered by the AUAR update.

The Council will not take formal action on the AUAR Update. If you have any questions or need further information, please contact Eric Wojchik, Principal Reviewer, at 651-602-1330 or via email at eric.wojchik@metc.state.mn.us.

Sincerely,

Raya Esmaeili for:

Angela R. Torres, AICP, Senior Manager
Local Planning Assistance

CC: Tod Sherman, Development Reviews Coordinator, MnDOT - Metro Division
Reva Chamblis, Metropolitan Council District No. 2
Judy Sventek, Water Resources Manager
Eric Wojchik, Sector Representative/ Principal Reviewer
Reviews Coordinator

DEPARTMENT OF NATURAL RESOURCES

Division of Ecological and Water Resources
Region 3 Headquarters
1200 Warner Road
Saint Paul, MN 55106

Transmitted by Email

February 28, 2024

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

Dear Amber Turnquest,

Thank you for the opportunity to review the NorthPark Business Center Alternative Urban Areawide Review (AUAR) Update located within the City of Brooklyn Park in Hennepin County. The DNR respectfully submits the following comments for your consideration:

1. Section 3.2.2. Water Quality – Stormwater Runoff. The project area is located within a Wellhead Protection Area and a Drinking Water Supply Management Area that is extremely sensitive to pollution due to the excessively drained sandy soils in the area. The planned increase in impervious surfaces will also increase the amount of road salt used in the project area. Chloride released into local lakes, streams, and groundwater does not break down, and instead accumulates in the environment, potentially reaching levels that are toxic to aquatic wildlife and plants. Consider promoting local business and city participation in the Smart Salting Training offered through the Minnesota Pollution Control Agency. There are a variety of classes available for road applicators, sidewalk applicators, and property managers. More information and resources can be found at this website. Many winter maintenance staff who have attended the Smart Salting training — both from cities and counties and from private companies — have used their knowledge to reduce salt use and save money for their organizations.

   We encourage the City of Brooklyn Park to consider requiring that developments significantly increasing impervious surfaces develop a chloride management plan that outlines what BMP's and strategies will be used to reduce chloride use within the project area and include this plan within Operations and Maintenance Agreements. We also encourage cities and counties to consider how they may participate in the Statewide Chloride Management Plan and provide public outreach to reduce the overuse of chloride. Here are some educational resources for residents as well as a sample ordinance regarding chloride use.

2. Section 5, Mitigation Summary and Update:

   a. Please note that a Natural Heritage Review to determine if a project is likely to impact state-listed species is only considered current for 12 months because the Natural

Heritage Information System (NHIS) is constantly being updated as we obtain more data regarding rare features. Therefore, a new query of the NHIS database is necessary to determine if the remaining project yet to be completed is likely to impact state-listed species that are protected by law. This may be done using a current NHIS license or by submitting the project to Minnesota Conservation Explorer.

Please be aware that the status of some federally-listed species has changed since 2018. To ensure compliance with federal law, please conduct a federal regulatory review using the U.S. Fish & Wildlife Service's online Information for Planning and Consultation (IPaC) tool.

b. We recommend that the developer utilize native, pollinator-friendly vegetation in landscaping and stormwater ponds as much as possible. The Board of Water and Soil Resources' Lawns to Legumes website has many excellent resources related to selecting seed mixes and establishing pollinator habitat. Please also see this statewide Pollinator Plan and consider how the City of Brooklyn Park can incorporate pollinator-friendly practices and ordinances into local projects. Stormwater features provide an excellent opportunity to replace standard turf with a diverse plant mix that provides greater wildlife and water quality benefits.

c. Please note that a DNR Water Appropriation Permit is required if the water pumped exceeds 10,000 gallons in a day, or one million gallons in one year. The DNR General Permit for Temporary Appropriation, with its lower permit application fee and reduced time for review, may be used for the dewatering if the dewatering volume is less than 50 million gallons and the time of the appropriation is less than one year.

Thank you again for the opportunity to comment on this document. Please let me know if you have any questions.

Sincerely,



Melissa Collins
Regional Environmental Assessment Ecologist | Ecological and Water Resources
Minnesota Department of Natural Resources
1200 Warner Road
St. Paul, MN 55106

Equal Opportunity Employer

February 28, 2024

Amber Turnquest
Principal Planner, City of Brooklyn Park
5200 85th Avenue N
Brookly Park, MN 55443

Re: Northpark Business Center AUAR update

Ms. Turnquest:

Please consider the following county staff comments regarding the AUAR update for the Northpark Business Center. This AUAR update focused on development that has occurred to date, updated development scenarios, environmental analysis and mitigation. The Northpark Business Center directly abuts the County State Aid Highway (CSAH) 103 (Winnetka Avenue).

General
The AUAR refers to Winnetka Avenue as CSAH 103 and CR 103 interchangeably. The AUAR should be updated to reflect Winnetka Avenue as CSAH 103 throughout the document.

Section 3.2.2
Water Quality – Stormwater Runoff
Please confirm whether the water quality and stormwater runoff has been reviewed and approved by the local watershed management organization. If approval is needed, the letter or approval or the completed permit should be included in the appendix.

Attachment B NorthPark Business Center Traffic Analysis Report
Section 4.2 Future Traffic Forecasting
2040 No-Build Volume Development
Please confirm whether all buildings were in use when the daily traffic generation forecasts data was collected for the updated traffic volumes.

Section 5.3 Existing Conditions Level of Service Analysis
Table 9
Please update Table 9 to include intersections that the AUAR lists as mitigation no longer needed, including Winnetka Avenue (CSAH 103) and 114th Avenue, Winnetka Avenue, north of TH 610 and south of Oak Grove Parkway.

Section 5.6 Year 2028 Mitigation Level of Service Analysis
Table 13
Please confirm which leg of the Winnetka Avenue and Oxbow Creek Drive intersection has a LOS E as this will impact mitigation measures.

Section 5.9 Year 2040 Mitigation Level of Service Analysis
CSAH 103 & Oxbow Creek Drive
County staff recommend completing a traffic signal warrant analysis for the Winnetka Avenue and Oxbow Creek Drive intersection. The results of the analysis should be included in the AUAR update.

CSAH 103 & Oak Grove Parkway
Please review mitigations proposed. Oak Grove Parkway has dual left turn lanes. Please confirm whether the analysis reflects both the development as well as the BLRT.

Section 6.2 Trip Generation & Traffic Development
The text states that overall trip generation is anticipated to be lower than shown in the 2018 and 2013 AUAR traffic analyses. Please include a table confirming these values. Please provide context explaining why the AM and PM peak hours have less trips anticipated. Also please confirm whether buildings were occupied and in use for the analysis and the percentage of vacant buildings.

Section 6.7 Mitigation Plan
2021 No-Build Conditions (Recommendations for the 2018 AUAR)
The Winnetka Avenue and 114th Avenue northbound left-turn lane is identified as a mitigation needed, but the intersection was not included in the Intersection Analysis (page 11). The intersection analysis should be incorporated into the updated AUAR and include necessary mitigation measures.

2021 Build Conditions (Recommendations for the 2018 AUAR)
The BLRT project and related impacts should be included in in Table 6 in the main document of the AUAR.

Please contact me at 612-596-0359, ashley.morello@hennepin.us for any further discussion of these items.

Sincerely,



Ashley Morello
Transportation Planner
Hennepin County Public Works

DEPARTMENT OF TRANSPORTATION
Metropolitan District
Waters Edge Building
1500 County Road B2 West
Roseville, MN 55113

March 4, 2024

Amber Turnquest
Principal Planner
City of Brooklyn Park
5200 85th Ave. N.
Brooklyn Park, MN 55443

SUBJECT: MnDOT Review #**AUAR24-002**
NorthPark Business Center AUAR
SE Quad US 169 & 109th Avenue North
Brooklyn Park, Hennepin County

Dear Ms. Turnquest:

Thank you for the opportunity to review the **NorthPark Business Center AUAR.** MnDOT has reviewed the documents and has the following comments:

Water Resources:
A drainage permit will be necessary for this development. There is a known flooding and capacity issue to the north. The drainage permit will need to demonstrate that the new development will not make the drainage issue worse. Any projects adjacent to MnDOT ROW or connecting to MnDOT drainage facilities will require a MnDOT drainage permit to ensure that current drainage rates to MnDOT right-of-way will not be increased. The drainage permit application, including the information below, should be submitted online to: https://dotapp7.dot.state.mn.us/OLPA/.

The following information must be submitted with the drainage permit application:

1) A grading plan showing existing and proposed contours.
2) Drainage area maps for the proposed project showing existing and proposed drainage areas. Any off-site areas that drain to the project area should also be included in the drainage area maps. The direction of flow for each drainage area must be indicated by arrows.
3) Drainage computations for pre and post construction conditions during the 2, 10, 50 and 100 year rain events.
4) Time of concentration calculations.
5) An electronic copy of any computer modeling used for the drainage computations.
6) See also the attached Drainage Permits Checklist for more information.
Once a drainage permit application is submitted, a thorough review will be completed and additional information may be requested. Water Resources Engineering will work with the applicant to ensure acceptable outlets to the ROW.

Please direct questions concerning drainage issues to Jason Swenson, MnDOT Metro Water Resources at 651-234-7539 or Jason.Swenson@state.mn.us.

Permits:
In addition to any permits mentioned above, any use of, or work within or affecting, MnDOT right of way will require a permit.

Permits can be applied for at this site: https://olpa.dot.state.mn.us/OLPA/. Please upload a copy of this letter when applying for any permits.

Please direct questions regarding permit requirements to Buck Craig of MnDOT's Metro Permits Section at 651-775-0405 or Buck.Craig@state.mn.us.

Review Submittal Options
MnDOT's goal is to complete reviews within 30 calendar days. Review materials received electronically can be processed more rapidly. Do not submit files via a cloud service or SharePoint link. In order of preference, review materials may be submitted as:

1. Email documents and plans to metrodevreviews.dot@state.mn.us. Attachments may not exceed 20 MB (megabytes) per email. Documents can be zipped as well. If multiple emails are necessary, number each email.

2. Files over 20 MB can also be uploaded to MnDOT's Web Transfer Client site: https://mft.dot.state.mn.us. Create an account and folder, upload documents to that folder, then check the folder and share to metrodevreviews.dot@state.mn.us. Please send an accompanying email with a narrative for the development.

If you have any questions concerning this review, please contact me at (651) 234-7797.

Sincerely,

Cameron Muhic
Senior Planner

Copy sent via E-Mail:
Buck Craig, Permits
Jason Swenson, Water Resources
Ryan Wilson, Area Manager
Michael D. Nelson, Surveys
Amrish Patel, Transit
Sara Dunlap, Ped/Bike
Lance Schowalter, Design
Eric Lauer-Hunt, Traffic
Ben Klismith, Area Engineer
Doug Nelson, Right-of-Way
Mike Kowski, Maintenance
Joe Widing, Metropolitan Council

1. Hennepin County

Comment	Response
General	
The AUAR refers to Winnetka Avenue as CSAH 103 and CR 103 interchangeably. The AUAR should be updated to reflect Winnetka Avenue as CSAH 103 throughout the document.	Comment noted. The AUAR update has been updated to reflect Winnetka Avenue as CSAH 103.
Section 3.2.2. Water Quality	
Please confirm whether the water quality and stormwater runoff has been reviewed and approved by the local watershed management organization. If approval is needed, the letter or approval or the completed permit should be included in the appendix.	This has been added as a mitigation item to **Table 7.** Approval letters from the Shingle Creek/West Mississippi Watershed Management Commission for buildings 8-11 of the development have been added to the attachments.
Attachment B NorthPark Business Center Traffic Analysis Report	
Section 4.2 Future Traffic Forecasting **2040 No-Build Volume Development** Please confirm whether all buildings were in use when the daily traffic generation forecasts data was collected for the updated traffic volumes.	See **Table 2** in the Traffic Study attachment of the AUAR update. Most buildings are fully occupied but two (2) buildings totaling 277,000 SF were completed recently and were not in use. Trips to these buildings were considered when developing the 2028 No-Build traffic volumes.
Section 5.3 Existing Conditions Level of Service Analysis **Table 9** Please update Table 9 to include intersections that the AUAR lists as mitigation no longer needed, including Winnetka Avenue (CSAH 103) and 114th Avenue, Winnetka Avenue, north of TH 610 and south of Oak Grove Parkway.	These intersections were studied in the traffic study for the 2018 AUAR but were not included in the scope of the 2023 AUAR Traffic Study due to the anticipated impacts being lower than was initially anticipated.

Comment	Response
Section 5.6 Year 2028 Mitigation Level of Service Analysis **Table 13** Please confirm which leg of the Winnetka Avenue and Oxbow Creek Drive intersection has a LOS E as this will impact mitigation measures.	The westbound left turn movement operates at LOS E in this scenario during the AM Peak period.
Section 5.9 Year 2040 Mitigation Level of Service Analysis **CSAH 103 & Oxbow Creek Drive** County staff recommend completing a traffic signal warrant analysis for the Winnetka Avenue and Oxbow Creek Drive intersection. The results of the analysis should be included in the AUAR update.	Since this mitigation is recommended as a long-term (2040) improvement, it is recommended that this warrant analysis should be completed further in the future, possibly in conjunction with the completion of the BLRT project.
CSAH 103 & Oak Grove Parkway Please review mitigations proposed. Oak Grove Parkway has dual left turn lanes. Please confirm whether the analysis reflects both the development as well as the BLRT.	Two left turn lanes currently exist but the proposed layout for the BLRT project shows only one. A more detailed analysis utilizing Vissim for multi-modal consideration is being conducted at this intersection as part of the BLRT Traffic Study.
Section 6.2 Trip Generation & Traffic Development The text states that overall trip generation is anticipated to be lower than shown in the 2018 and 2013 AUAR traffic analyses. Please include a table confirming these values. Please provide context explaining why the AM and PM peak hours have less trips anticipated. Also please confirm whether buildings were occupied and in use for the analysis and the percentage of vacant buildings.	See **Tables 5 and 6** of the Traffic Study attachment of the AUAR update. Added text references to those tables for clarity purposes.
Section 6.7 Mitigation Plan **2021 No-Build Conditions (Recommendations for the 2018 AUAR)** The Winnetka Avenue and 114th Avenue northbound left-turn lane is identified as a mitigation needed, but the intersection was not included in the Intersection Analysis (page 11). The intersection analysis should be incorporated into the updated AUAR and include necessary mitigation measures.	This intersection was studied in the traffic study for the 2018 AUAR but was not included in the scope of the 2023 AUAR Traffic Study due to the anticipated impacts of the project being lower than was initially anticipated.

Comment	Response
2021 Build Conditions (Recommendations for the 2018 AUAR) The BLRT project and related impacts should be included in in Table 6 in the main document of the AUAR.	The BLRT Traffic study is currently ongoing, and the full extent of its impacts are not yet known.

2. Metropolitan Council

Comment	Response
Transportation	
The AUAR Mitigation Summary notes an in-progress Travel Demand Management (TDM) plan for the site. The TDM plan should consider future nearby transit service, specifically the planned Oak Grove Parkway Blue Line LRT station to be located at County Road 103 and Oak Grove Parkway. This station area should be accessible to the AUAR site with non-motorized connections to enable employee access to the site from the future Blue Line LRT service.	Comment noted. The City and the Northpark Developer have constructed Xylon Avenue from 101st Avenue to 109th Avenue with pedestrian accommodations on both sides. This work also included construction of a new grade separation at the Xylon Avenue / Rush Creek Regional Trail (RCRT) junction. The City is working with Hennepin County and the Met Council to upgrade the roadway system in the Oak Grove (end of planned BLRT line) Parkway Station area to include pedestrian accommodations along both sides of all roadways, including 101st Avenue between CSAH 103 and TH 169. The City is also working with Hennepin County to construct a new grade separation of CSAH 103 at the RCRT junction. This work coupled with the BLRT project work will result in multiple pedestrian connections between Northpark Business Center and the BLRT Oak Grove Station Area. Lastly, the City and Hennepin County are planning to add pedestrian accommodations along both sides of CSAH 103 from the RCRT to 109th Avenue in the future as CSAH 103 is reconstructed.

Comment	Response
Forecasts	
The development scenarios from 2018 include 3.0 million to 4.1 million square feet of mostly industrial/office/warehousing space. Scenario C adds a high-density residential development as well. The 2024 AUAR Update adds a new Scenario D that recognizes the AUAR area is now mostly developed. Scenario D includes 2.6 million square feet of mostly industrial/office/warehousing space and no residential uses. The Council may need to adjust Transportation Analysis Zone (TAZ) forecast allocations. TAZ forecasts were included in the City's 2040 Comprehensive Plan. The City expects TAZ #845 to gain +970 households, +2,600 population, and +2,570 jobs (employment) during 2020-2040. TAZ #845 expands from the City's northern boundary to Highway 610. If Scenarios A or B are pursued, the Council finds the households and population allocations in TAZ #845 can be lowered, and the difference re-allocated to other parts of Brooklyn Park. If Scenario D is pursued, the households, population and employment allocations in TAZ #845 can be lowered. These adjustments are being deferred until a later time.	Comment noted. The City will coordinate with the Metropolitan Council to modify TAZ allocations, if needed. Noted
Climate	
Metropolitan Council staff encourages the project proposer to explore using native plants and trees to reduce the stormwater runoff from the development and minimize impervious surfaces' contribution to the urban heat island effect.	Comment noted.
Council staff also encourages the project proposer to consider utilizing EV ready design to facilitate the transition to electric vehicles and help offset the greenhouse gas emissions from the proposed commercial development and motor vehicle fuel station covered by the AUAR update.	Comment noted.

3. Minnesota DNR

Comment	Response
Section 3.2.2. Water Quality	
Water Quality – Stormwater Runoff. The project area is located within a Wellhead Protection Area and a Drinking Water Supply Management Area that is extremely sensitive to pollution due to the excessively drained sandy soils in the area. The planned increase in impervious surfaces will also increase the amount of road salt used in the project area. Chloride released into local lakes, streams, and groundwater does not break down, and instead accumulates in the environment, potentially reaching levels that are toxic to aquatic wildlife and plants. Consider promoting local business and city participation in the Smart Salting Training offered through the Minnesota Pollution Control Agency. There are a variety of classes available for road applicators, sidewalk applicators, and property managers. More information and resources can be found at this website. Many winter maintenance staff who have attended the Smart Salting training — both from cities and counties and from private companies — have used their knowledge to reduce salt use and save money for their organizations. We encourage the City of Brooklyn Park to consider requiring that developments significantly increasing impervious surfaces develop a chloride management plan that outlines what BMP's and strategies will be used to reduce chloride use within the project area and include this plan within Operations and Maintenance Agreements. We also encourage cities and counties to consider how they may participate in the Statewide Chloride Management Plan and provide public outreach to reduce the overuse of chloride. Here are some educational resources for residents as well as a sample ordinance regarding chloride use.	Comment noted.

Comment	Response
Section 5. Mitigation Summary and Update	
Please note that a Natural Heritage Review to determine if a project is likely to impact state-listed species is only considered current for 12 months because the Natural Heritage Information System (NHIS) is constantly being updated as we obtain more data regarding rare features. Therefore, a new query of the NHIS database is necessary to determine if the remaining project yet to be completed is likely to impact state-listed species that are protected by law. This may be done using a current NHIS license or by submitting the project to https://mce.dnr.state.mn.us/ Please be aware that the status of some federally-listed species has changed since 2018. To ensure compliance with federal law, please conduct a federal regulatory review using the U.S. Fish & Wildlife Service's online Information for Planning and Consultation (IPaC) tool.	A review of the NHIS database (LA 1074) was completed and a natural heritage review request was submitted to the DNR in March 2024.
We recommend that the developer utilize native, pollinator-friendly vegetation in landscaping and stormwater ponds as much as possible. The Board of Water and Soil Resources' Lawns to Legumes website has many excellent resources related to selecting seed mixes and establishing pollinator habitat. Please also see this statewide Pollinator Plan and consider how the City of Brooklyn Park can incorporate pollinator-friendly practices and ordinances into local projects. Stormwater features provide an excellent opportunity to replace standard turf with a diverse plant mix that provides greater wildlife and water quality benefits.	Comment noted. Incorporation of pollinator-friendly vegetation and landscaping will be evaluated in further design stages.
Please note that a DNR Water Appropriation Permit is required if the water pumped exceeds 10,000 gallons in a day, or one million gallons in one year. The DNR General Permit for Temporary Appropriation, with its lower permit application fee and reduced time for review, may be used for the dewatering if the dewatering volume is less than 50 million gallons and the time of the appropriation is less than one year.	A DNR Water Appropriation Permit has not been required for the development to date. The permit will be applied for if water appropriation exceeds the threshold amount.

4. Minnesota Department of Transportation (MnDOT)

Comment	Response
A drainage permit will be necessary for this development. There is a known flooding and capacity issue to the north. The drainage permit will need to demonstrate that the new development will not make the drainage issue worse. Any projects adjacent to MnDOT ROW or connecting to MnDOT drainage facilities will require a MnDOT drainage permit to ensure that current drainage rates to MnDOT right-of-way will not be increased. The drainage permit application, including the information below, should be submitted online to: https://dotapp7.dot.state.mn.us/OLPA/. The following information must be submitted with the drainage permit application: 1) A grading plan showing existing and proposed contours. 2) Drainage area maps for the proposed project showing existing and proposed drainage areas. Any off-site areas that drain to the project area should also be included in the drainage area maps. The direction of flow for each drainage area must be indicated by arrows. 3) Drainage computations for pre and post construction conditions during the 2, 10, 50 and 100 year rain events. 4) Time of concentration calculations. 5) An electronic copy of any computer modeling used for the drainage computations. 6) See also the attached Drainage Permits Checklist for more information. Once a drainage permit application is submitted, a thorough review will be completed and additional information may be requested. Water Resources Engineering will work with the applicant to ensure acceptable outlets to the ROW. MnDOT Metropolitan District, Waters Edge Building, 1500 County Road B2 West, Roseville, MN 55113 Please direct questions concerning drainage issues to Jason Swenson, MnDOT Metro Water Resources at 651-234-7539 or Jason.Swenson@state.mn.us.	Comment noted. A drainage permit will be submitted for future development.

Comment	Response
In addition to any permits mentioned above, any use of, or work within or affecting, MnDOT right of way will require a permit. Permits can be applied for at this site: https://olpa.dot.state.mn.us/OLPA/. Please upload a copy of this letter when applying for any permits. Please direct questions regarding permit requirements to Buck Craig of MnDOT's Metro Permits Section at 651-775-0405 or Buck.Craig@state.mn.us.	Comment noted.

5. US Army Corps of Engineers

Comment	Response
Hello, The Corps of Engineers St. Paul District Regulatory Division (the Corps) recently received a request for an Alternative Urban Areawide Review (AUAR) for the Northpark Business Center. Our office is committed to efficient, helpful service. It is unclear if your project will have impacts to jurisdictional waters. If your project will have impacts to aquatic resources, please submit a permit application with the impacts clearly identified and we can assist you through our permit review process if authorization is required. You may also request a pre-application meeting to discuss your project prior to submitting a permit application. You can find more information on our permit program and our joint application here: https://www.mvp.usace.army.mil/Missions/Regulatory/Permitting-Process-Procedures/. *Be sure to select the pre-application box on the joint application. Please note this recommendation is only pertaining to the Corps process and does NOT indicate whether a review is required from the state or local authorities. If we do not receive a response from you within 3 business days we will assume nothing further is needed from our office.	Comment noted, thank you for your review.

6. Public Comments

Comment	Response
Johnny Hoang	
According to the Northpark AUAR updates there will be a significant amount of traffic on Winnetka with a potential of 19,900 daily trips. We along with approximately 300 households live to the immediate east of Winnetka (CR 103.) There have been multiple accidents on this road within the past couple years since the completion of Northland Business Park. Are there any plans for traffic and accidents mitigation at CR 103 on Oxbow Creek? According to MnDOT studies, having a round-a-bout significantly reduces congestions and accidents. If that is not feasible, a stop light would be a much safer at controlling traffic than the current stop sign.	See **Exhibit 15** of the Traffic Study. A traffic signal is being proposed as a long-term mitigation at this intersection due to poor side-street operations which are anticipated in the future. Alternative forms of traffic control such as all-way stop or roundabouts could also be considered, pending further analysis. The February 2024 Northpark Business Center AUAR Update includes Table 3, which shows the previously (2018) expected amount of vehicle trips (19,900 daily) to and from the Business Center under a certain land use development scenario (B) for the Center. This scenario is no longer valid and included roughly 4 million square feet of development within the center. The current estimate of total development is approximately 2.6 million square feet, which results in significantly less traffic generation to and from the site (see Table 5 of the AUAR update). Please note the traffic generation numbers documented in Table 5 do not mean all of the traffic to and from the site will use Winnetka Avenue. The vast majority of site traffic is expected to use Xylon Avenue and access Highway 169 via the new interchange. The city required the development to pay for the construction of all roadways within the Center (including Xylon Avenue and Oxbow Creek Drive west of Winnetka Avenue), the left and right turning lanes on Winnetka Avenue and 109th Avenue and a portion of the interchange costs. Please see the expected directional orientation of traffic to and from the site (Exhibit 4) of the Traffic Impact Study appended to the AUAR. The data indicate only 10% of the site traffic to and from the Center is expected to use Winnetka Avenue south of Oxbow Creek Drive, which will bring the total traffic demand on Winnetka Avenue from roughly 7,000 vehicles per day to 9,000 vehicles per day. Winnetka Avenue is currently a two lane arterial roadway designed to accommodate up to 12,000 vehicles per day, including some heavy truck traffic.

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	The crash data show there have been 10 reported vehicle crashes at the Winnetka Avenue / Oxbow Creek Drive intersection over the past five years. This equates to a crash rate of 0.61 crashes per million vehicles entering the intersection. This rate is slightly higher than an average rate for four legged intersections with side street stop control. However, it is not indicative of a crash problem. The signalized intersection of Douglas Drive and Oxbow Creek Drive also has a crash rate higher than the average rate. The plan for this intersection is to continue to monitor and install a traffic signal when the conditions meet the requirements of the Minnesota Manual on Uniform Traffic Control Devices (MMUTCD) and a signal is allowed by the County. Note that Hennepin County owns, operates and maintains Winnetka Avenue as County State Aid Highway #103 and the current traffic volumes and recent crash experience at the intersection does not meet the requirements of the MMUTCD to allow for a signal to be installed. If you or your neighbors do not feel comfortable turning left from Oxbow Creek Drive to go south on Winnetka Avenue during peak traffic demand periods, then I would encourage you to consider either turning right onto northbound Winnetka Avenue, left onto 109th Avenue and then left at either Xylon Avenue or Highway 169 or diverting to the Douglas Drive / Oxbow Creek Drive intersection. For your information, please know Hennepin County will be overlaying and restriping Winnetka Avenue between 101st and 109th Avenues this summer, so the pavement conditions should significantly improve and the striping should be more consistent in this segment, including the Oxbow Creek Drive intersection. The City, County and Three Rivers Park District are also planning to upgrade the Rush Creek Regional Trail crossing of Winnetka Avenue to a grade separation (trail underpass) in 2025.

MEMORANDUM

DATE: February 23, 2024

TO: Amber Turnquest, City Principal Planner

FROM: Jeff Holstein, City Transportation Engineer

SUBJECT: Northpark Business Center 2023 / 2024 AUAR Update – December 2023 Traffic Analysis

The purpose of this memorandum is to summarize my comments relative to the above Subject document prepared by Kimley-Horn Associates. The following points outline my conclusions and recommendations.

1) The study contains all the required elements of a traffic impact study. The overall conclusion is the expected traffic to and from the site should be adequately mitigated if the improvements outlined in the study are implemented. Note that several of the roadway and traffic control improvements have already been constructed.

2) The study analyzes a single land use scenario as most of the business center is currently constructed or approved and pending construction. The study is an update from the previous 2018 Northpark AUAR, which analyzed three land use scenarios, including one from the original AUAR and traffic study in 2013. The study is based on the most intense land use expectations for the undeveloped northwest portion of the site, which results in higher expected traffic generation and greater impacts. The forecasts also do not assume internal vehicle trips within the site. Thus, the resulting traffic forecasts and analyses should be conservative.

3) The currently proposed overall land use scenario includes 2,461,000 s.f. of light industrial space, 140,000 s.f. of commercial retail and a 10 pump gas station. The total square footage of development is less than earlier assumed in all previous scenarios from both the 2013 and 2018 AUAR's. The resulting traffic generation to and from the current development scenario is also significantly less than what was forecast in 2013 and 2018. The current land use results in peak hour forecasts of 1071 AM peak hour trips and 1602 PM peak hour trips. The 2018 Scenario B (most likely land use) forecast 2275 AM peak hour trips and 3775 PM peak hour trips and the 2013 Scenario 2 (most likely land use) forecast 2661 AM peak hour trips and 3321 PM peak hour trips.

4) The traffic forecasts are also conservatively high because they do not account for trip generation reductions due to internal trips or Transportation demand management (TDM) measures such as carpooling, flexible work hours, telecommuting, bike, bus, or the future BLRT project to the nearby south. The TDM measures are a requirement for this development.

5) The resulting traffic impacts and necessary mitigating roadway and traffic control improvements are similar to the earlier 2013 and 218 AUAR traffic analyses, but less due to the reduced traffic generation.

6) The majority of the traffic impacts identified in the study are the result of the general growth of traffic in this area and would be needed with or without the development. However, the development should contribute, and as noted below has already contributed, towards the following:

- 100% of a future signal at 109th Avenue / Xylon Avenue (expected in 2025)
- 50% of a future signal at Winnetka Avenue / Oxbow Creek Drive
- 25% of future signal modifications at the Winnetka Avenue / 109th Avenue intersection (expected in 2025)
- 25% of future signal modifications at the TH 169 / 109th Avenue intersection (expected in 2026)
- Exclusive right turn lanes off 109th Avenue at Xylon Avenue and any other site access along 109th Avenue (already constructed by the development)
- Exclusive left turn lane off 109th Avenue to Xylon Avenue (already constructed by the development)
- Dedication of Right of Way for future improvements to 109th Avenue and Winnetka Avenue (already provided by the development)
- All costs associated with constructing Xylon Avenue from 101st Avenue to 109th Avenue, including right of way dedication and utilities, and over the Rush Creek Regional Trail (already provided by the development)
- All costs associated with constructing Oxbow Creek Drive from Winnetka Avenue to Xylon Avenue, including right of way and utilities (already provided by the development).
- The addition of left and right turn lanes at the Winnetka Avenue intersections with Oxbow Creek Drive (with the exception of the NB RTL) and 107th Avenue (already provided by the development).
- The addition of a Southbound right turn lane at the Winnetka Avenue / 101st Avenue intersection (already provided by the development).

It should be noted the development and the city have already processed a Traffic Signal Assessment Agreement to legally require development participation for the first four traffic signal related points noted above.

7) The development should also be required to execute an access modification assessment agreement with the city to cover any future costs that MAY arise if a new access drive to the NW corner of the development is allowed and this access results in safety and/or operational issues along 109th Avenue. The agreement would require the development to fund the necessary improvements to mitigate the safety or operational issues. The City Engineer would make the decision on if an issue would need to be resolved.

8) The development will also benefit significantly from the recently constructed TH 169 / 101st Avenue interchange and has been assessed for its fair share.

9) The development should be required to implement TDM measures and strategies, such as carpooling, transit incentives, bike storage facilities, telecommuting opportunities, flexible work hours and schedules and off-peak truck and service scheduling.

10) The proposed Northpark Business Center should be required to do whatever they can to direct trucks to and from the center to use Xylon Avenue and the TH 169 / 101st Avenue Interchange for access.

11) The recommended mitigation is dependent upon several key assumptions. Future travel demand may vary significantly from the forecasts due to emerging technologies, telecommuting, changes in travel behavior or land use and network changes different from those assumed.

City of Brooklyn Park
Request for Council Action

Agenda Item:	7.1	**Meeting Date:**	April 22, 2024
Agenda Section:	Discussion Items	**Originating Department:**	Administration
Resolution:	N/A		
Ordinance:	N/A	**Prepared By:**	Jim Thomson, City Attorney
Attachments:	1	**Presented By:**	Jim Thomson, City Attorney
Item:	Consideration of Changes to Public Comment at City Council Meetings		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO APPROVE UPDATES TO THE COUNCIL MEETING CODE OF CONDUCT AND UPDATE THE PUBLIC COMMENT LANGUAGE ANNOUCEMENT AT THE START OF CITY COUNCIL MEETINGS.

Overview:

Multiple members of Council have requested a discussion about possible changes to the public comment portion of the City Council meeting. Possible changes were discussed at the April 8, 2024 City Council Meeting. Councilmembers wanted more information from the City Attorney.

There is no uniform set of procedures local elected bodies use to take public comment during government meetings. While providing an opportunity for public input on certain Council actions is required per State law and local ordinances, there is no requirement for a government body to provide a general comment period for items not on the agenda. In an informal review of how other suburban communities handle public comment periods, some elect not to have a designated public comment item on their agendas (Maplewood), some provide a public comment period ahead of the formal Council meeting that is not televised (Bloomington), some hold a public comment period at the end of their Council meetings (Coon Rapids, Champlin), and others conduct public comment periods similar to Brooklyn Park (Brooklyn Center).

Another consideration for the City Council in deciding who can participate during the public comment period. While the current public comment period is open to residents and non-residents of Brooklyn Park, the City Attorney has provided guidance that if desired, the Council could require that to speak at the public comment period, you would need to be a resident or business owner in Brooklyn Park.

Primary Issues/Alternatives to Consider:

Proposed language:

PUBLIC COMMENT STATEMENT

"PUBLIC COMMENT AND RESPONSE 6:00 p.m. Provides an opportunity for Brooklyn Park residents and business owners in Brooklyn Park to address the Council about matters relating to City business not otherwise on the agenda. Public Comment will be limited to 15 minutes and may not be used to make personal attacks, to air personality grievances, to make political endorsements, or for political campaign purposes. Council Members will not engage in a dialogue with speakers. 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 informational purposes only. Comments are limited to three minutes."

Attachments:

7.1A RULES OF CONDUCT FOR BROOKLYN PARK COUNCIL MEETINGS

Brooklyn Park Administration

RULES OF CONDUCT FOR BROOKLYN PARK COUNCIL MEETINGS

1. The public is encouraged to attend Council meetings and to provide their input during the scheduled input time and during public hearings. However, certain rules need to be established and must be observed regarding public attendance at, and participation in, meetings to ensure that others have an opportunity to speak and to allow the City Council to conduct its business without disruption. Those who attend Council meetings shall comply with these rules and failure to comply with these rules may result in the person being asked to leave the meeting. These rules apply to all public meetings held by the City Council and, to the extent practicable, meetings held by the City's commissions and boards.

2. Although not required to do so, the City Council has chosen to include a Public Comment section on the agenda for its regular Council meetings. The purpose of Public Comment is to provide an opportunity for Brooklyn Park residents and business owners in Brooklyn Park to address the Council as a group about a matter relating to City business that is not otherwise on the agenda. Non-residents may address the City Council on an agenda item during which input from the public is allowed. Non-residents of the City are free to address questions or concerns relating to City business by contacting Council Members via phone or by email. The Council Members' contact information is available on the City's website. Public Comment will be limited to 15 minutes and may not be used to make personal attacks, to air personality grievances, to make political endorsements, or for political campaign purposes. Council Members will not engage in a dialogue with speakers. 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 informational purposes only. Comments are limited to three minutes.

3. Unless addressing the City Council, or entering or leaving the meeting room, all persons in the audience shall remain seated in the seats provided in their current location. No person shall stand or sit in the aisles unless permitted by the Mayor or Mayor Pro Tem. No person shall block any doorways or interfere with those attempting to speak at open forum or during a public meeting. No person, other than Councilmembers and staff, shall enter the area behind the dais in the Council Chambers during Council meetings.

4. Any actions, such as cheering, yelling, finger snapping, whistling, handclapping or foot stomping that disrupts, disturbs, or otherwise impedes the orderly conduct of the Council meeting is prohibited.

5. Members of the audience and speakers shall not wear or display signs, placards, banners, or similar items at any time that impedes or obstructs the view of other audience members. In no event shall signs, placards, banners or similar items be larger than 8½ by 11 inches, be illuminated, or be attached to any pole, stick, or other device.

6. Speakers shall not make personal attacks, air personality grievances, make political endorsements, or make political campaign statements.

7. Members of the audience shall respect the rights of others. No person in the audience at a Council meeting shall engage in conduct that disrupts the orderly conduct of the meeting, including, but not limited to, the utterance of loud, threatening or abusive language, whistling, clapping, stamping of feet, repeatedly waiving of arms or other disruptive acts or gestures.

8. Photographs, audiotapes, and videotapes may be taken from any seat available to the public in the meeting room or from the rear of the meeting room. Except when presentations are being made, photographs, audiotapes and videotapes may not be taken from the side or middle aisles or from the front of the Council Chambers because such practices disrupt and disturb the audience, public speakers, and Councilmembers and interfere with the orderly conduct of the meeting. Photographs, audiotapes, and videotapes shall not be taken in any manner that disturbs or disrupts the audience, speakers, or Councilmembers or otherwise disrupts the Council meeting.

9. Animals are prohibited in the Council Chambers, except for trained K-9 police dogs and trained service animals as defined under State and Federal law.

10. The Mayor or Mayor Pro Tem, with the assistance of law enforcement, shall be responsible for maintaining the order of the meeting. These rules shall be enforced as follows:

a. The Mayor or Mayor Pro Tem has the authority to issue a verbal warning to a person violating these rules;
b. If the person issued a warning continues to violate the rules and disrupt the meeting, the Mayor or Mayor Pro Tem will direct the person to be excluded from the meeting room; and
c. The exclusion shall be for the remainder of the meeting at which the violation of these rules occurred.

11. Repeated violations of these Rules of Conduct may result in the exclusion of a person from future City Council meetings for a time period specified by the City Council.