

## REGULAR CITY COUNCIL MEETING – AGENDA #46

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

### *Our Brooklyn Park 2025 Goals:*

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

## I. ORGANIZATIONAL BUSINESS

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

**2. PUBLIC COMMENT AND RESPONSE 6:00 p.m.** Provides an opportunity for 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 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. Public Comment will be limited to 15 minutes and individual comments are limited to three minutes.

#### **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 to Recognize and Honor December 10, 2024 Human Rights Day in the City of Brooklyn Park

#### **A. PROCLAMATION**

## II. STATUTORY BUSINESS AND/OR POLICY IMPLEMENTATION

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

**4.1** To Transfer Funds from National Opioid Settlements to the Police Department Community Health Unit and Alternative Response Team (ART)

#### **A. RESOLUTION**

**4.2** Approve the Reallocation of Unspent ARPA Funds for the Purchase of Emergency (Police) Vehicles in 2024 and Workforce Development Programs in 2025

#### **A. RESOLUTION**

**4.3** Approve a Tetrahydrocannabinol (THC) and Tobacco License for High Cloud Smoke Shop LLC dba High Cloud - Tobacco, Located at 8521 Zane Ave N, Brooklyn Park, MN 55443

**4.4** Appointing Human Rights Commissioner to the West District

**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** Truth in Taxation

**5.2** Public Hearing and Approving City Code Appendix Fee Resolution Table Amendments to Recycling Utility Service Charges

**A.** RESOLUTION

**6. LAND USE ACTIONS**

None.

**7. GENERAL ACTION ITEMS**

**7.1** Approval of the 2025 Council and EDA Meeting Dates

**A.** 2025 MEETING CALENDAR WITH PROPOSED CHANGES

**B.** 2025 MEETING CALENDAR PER ORDINANCE AND SCHEDULE

**C.** 2025 CALENDAR

**7.2** Appointment to the Northwest Suburbs Cable Communications Commission

**7.3** Authorize City Manager Compensation Adjustment

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

**8. DISCUSSION ITEMS**

**8.1** Discuss Legislative Agenda for 2025

**A.** 2024 BROOKLYN PARK FEDERAL AND STATE LEGISLATIVE PRIORITIES

**8.2** Discussion Related to Changes to the Elected Officials Rules of Procedures and Code of Conduct to Establish Guidelines for Attendance by Interactive Technology

**A.** RESOLUTION 2024-107 ADOPTED ON JULY 22, 2024

**B.** REMOTE ATTENDANCE POLICY WITH DRAFT CHANGES

**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

|                        |   |                                    |                               |
|------------------------|---|------------------------------------|-------------------------------|
| <b>Agenda Item:</b>    | 3B.1  | <b>Meeting Date:</b>               | December 2, 2024              |
| <b>Agenda Section:</b> | Public Presentations/<br>Proclamations/Receipt of<br>General Communications                                 | <b>Originating<br/>Department:</b> | Administration                |
| <b>Resolution:</b>     | N/A   | <b>Prepared By:</b>                | Marcellus Davis, REDI Manager |
| <b>Ordinance:</b>      | N/A   |                                    |                               |
| <b>Attachments:</b>    | 1   | <b>Presented By:</b>               | Mayor Hollies Winston         |
| <b>Item:</b>           | Mayor's Proclamation to Recognize and Honor December 10, 2024 Human Rights Day in the City of Brooklyn Park |                                    |                               |

## City Manager's Proposed Action:

The mayor shall recognize and proclaim December 10, 2024, as the internationally recognized "Human Rights Day" by one of the following:

1. "I, Hollies Winston, Mayor of the city Brooklyn Park, Minnesota do hereby recognize and proclaim the day of December 10, 2024, to be a "Human Rights Day" in the city of Brooklyn Park.

OR

2. By reading the proclamation.

## Overview:

The inception of the internationally recognized Human Rights Day came about in 1950 after the assembly passed resolution 423 (v) inviting all States and interested organizations to adopt December 10 of each year as Human Rights Day ([www.ochlr.org](http://www.ochlr.org)).

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

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

## Attachments:

3B.1B PROCLAMATION

# **PROCLAMATION**

## **THE CITY OF BROOKLYN PARK CELEBRATES AND RECOGNIZES HUMAN RIGHTS DAY ON DECEMBER 10, 2024**

WHEREAS, on this day, December 10, 2024, we celebrate the 76th anniversary of the Universal Declaration of Human Rights, a transformative document that proclaimed the inalienable rights of every human being—regardless of race, color, religion, sex, language, political or other opinion, national or social origin, property, birth, or other status. This Declaration has inspired movements, laws, policies, and actions across the globe that have advanced the dignity, freedom, and justice of all people; and

WHEREAS, we acknowledge the ongoing challenges and threats to human rights in the 21st century, including the impacts of pandemics, armed conflicts, systemic inequalities, White supremacy, fascism, corporate exploitation, climate change, and abuses of unchecked power. In the face of these challenges, we reaffirm our unwavering commitment to uphold the principles and values of the Universal Declaration and to protect and promote human rights for everyone, everywhere; and

WHEREAS, we call on all governments, civil society, businesses, media, and individuals to embrace their shared responsibility to stand up for human rights in their own spheres of influence. We encourage all to learn about their rights and responsibilities and to act with respect, solidarity, and compassion toward one another; and

WHEREAS, we envision a future where human rights are fully realized and enjoyed by all, ensuring no one is left behind. We pledge to work collectively to turn this vision into reality—locally, in Brooklyn Park, and globally—and to honor the achievements of past, present, and future advocates for human rights; and

WHEREAS, Human Rights Day 2024 provides an opportunity to reflect on our common humanity and to renew our collective commitment to the ideals of dignity, freedom, and justice for all; and

NOW, THEREFORE, I, Hollies Winston, on behalf of the City Council, city staff, residents, and the Brooklyn Park community at large, do hereby proclaim December 10, 2024, as Human Rights Day. Let us celebrate 76 years of the Universal Declaration of Human Rights and continue to champion its principles in our community and around the world.



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

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

# City of Brooklyn Park Request for Council Action

|                        |   |                                |   |
|------------------------|---|--------------------------------|---|
| <b>Agenda Item:</b>    | 4.1   | <b>Meeting Date:</b>           | December 2, 2024  |
| <b>Agenda Section:</b> | Consent   | <b>Originating Department:</b> | Finance   |
| <b>Resolution:</b>     | X   | <b>Prepared By:</b>            | Tina Anell, Accountant/Financial Analyst<br>Cheryl Keene, Finance Assistant 1<br>Stephanie Heiberger, Police Administrative Assistant |
| <b>Ordinance:</b>      | N/A   |                                |   |
| <b>Attachments:</b>    | 1   | <b>Presented By:</b>           | LaTonia Green, Finance Director   |
| <b>Item:</b>           | To Transfer Funds from National Opioid Settlements to the Police Department Community Health Unit and Alternative Response Team (ART) |                                |   |

## City Manager's Proposed Action:

MOTION \_\_\_\_\_, SECOND \_\_\_\_\_, TO WAIVE THE READING AND ADOPT RESOLUTION #2024-\_\_\_\_\_ AUTHORIZING THE CITY OF BROOKLYN PARK TO UTILIZE FUNDS FROM THE OPIOID SETTLEMENT FUND IN THE FISCAL YEAR 2025.

## Overview:

In July 2021, the Minnesota Attorney General's Office joined a multistate, multibillion-dollar settlement with pharmaceutical distributors and opioid manufacturers. In December 2021, the Minnesota Attorney General's Office reached an agreement with Minnesota cities and counties on how funds from these settlements will be allocated. The memorandum of agreement between the State of Minnesota and Minnesota cities and counties details how funds can be used to combat the opioid crisis.

In December 2022, the Minnesota Attorney General's Office joined five additional multistate multibillion-dollar settlements with opioid manufacturers and retail pharmacy chains. The memorandum of agreement between the State of Minnesota and Minnesota cities and counties was amended to include the additional settlements.

## Primary Issues/Alternatives to Consider:

Since 2019, the Brooklyn Park Police Department has allocated resources to the Community Health Unit to support this work including assigning a detective that leads the unit, a Data Analyst to help with project analysis and case assignments, and a Senior Social Worker to provide collaboration between agencies, knowledge and understanding of mental health issues associated with the opioid crisis, and connections to appropriate resources. Without the approval of this funding, the initiative would revert back to one Senior Social Worker, eliminating some of the most important elements of the project. Without the Alternative Response Team (ART), low risk 911 calls would continue to be handled with a police response, preventing staff from assisting with higher level calls.

## Budgetary/Fiscal Issues:

Reducing the current fund balance for the Opioid Settlement Grant.

## Attachments:

4.1A RESOLUTION

RESOLUTION #2024-

RESOLUTION AUTHORIZING THE CITY OF BROOKLYN PARK TO UTILIZE FUNDS FROM THE OPIOID SETTLEMENT FUND IN THE FISCAL YEAR 2025.

WHEREAS, on December 13, 2021, the City of Brooklyn Park chose to participate in the 2021 Opioid Settlement Agreement offered by the Minnesota Attorney General's Office; and

WHEREAS, on March 27, 2023, the MN City of Brooklyn Park chose to participate in the 2022 Opioid Settlement Agreement offered by the Minnesota Attorney General's Office; and

WHEREAS, the City of Brooklyn Park has received \$335,890.17 in funds as of November 20, 2024; none of which said funds have been distributed; and

WHEREAS, the Minnesota State Subdivision Memorandum of Agreement (MOA) requires that the City pass a Resolution authorizing the expenditure of Opioid Settlement funds and the specific activities and monetary amounts that will be funded; and

WHEREAS, The City of Brooklyn Park Police Department would like to request resources from the Opioid Settlement Fund be used to fund two (2) Senior Social Workers (formerly funded by ARPA in 2024) and one (1) Alternative Response Team (ART) position through our current partnership with Hennepin County. These positions would total \$274,923 (including scheduled increases); and

WHEREAS, the City of Brooklyn Park has developed a proposal for the use of the Opioid Settlement funds in the fiscal year 2025 as follows.

| MOA Strategy Number | Use of Funds Description  | Amount Dedicated up to:       | Period of Time |
|---------------------|---|-------------------------------|----------------|
| A.11                | Scholarships/Supports for certified licensed clinical social workers, licensed mental health counselors or other mental and behavioral health practitioners or workers... | \$1,200                       | 2025           |
| B.15                | Hire or train behavioral health workers to provide or expand any of the services listed above   | \$91,241<br>(for 3 positions) | 2025           |
| D.1                 | Support pre-arrest or pre-arraignment diversion and deflection strategies for persons with OUD and any co-occurring SUD/MH conditions...                                  | \$91,241<br>(for 3 positions) |                |
| I.1                 | Law enforcement expenditures related to the opioid epidemic   | \$91,241<br>(for 3 positions) | 2025           |
| TOTAL:              |   | \$274,923                     |                |

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

1. Approves of the transfer of funds from the Opioid Settlement Fund to be used for funding the two (2) Social Workers and one (1) Alternative Response Team member for the Police Department as indicated above. Such funds are to be used for the fiscal year 2025.

# City of Brooklyn Park Request for Council Action

|                        |   |                                |  |
|------------------------|---|--------------------------------|--|
| <b>Agenda Item:</b>    | 4.2   | <b>Meeting Date:</b>           | December 2, 2024   |
| <b>Agenda Section:</b> | Consent   | <b>Originating Department:</b> | Administration   |
| <b>Resolution:</b>     | 4.2A  | <b>Prepared By:</b>            | Felicia Jappah, Pandemic Response Project Coordinator;<br>Catrice Oneal, Workforce Development Director;<br>Greg Hoag, Park and Building Maintenance Manager |
| <b>Ordinance:</b>      | N/A   |                                |  |
| <b>Attachments:</b>    | 1   | <b>Presented By:</b>           | Jay Stroebel, City Manager   |
| <b>Item:</b>           | Approve the Reallocation of Unspent ARPA Funds for the Purchase of Emergency (Police) Vehicles in 2024 and Workforce Development Programs in 2025 |                                |  |

## City Manager's Proposed Action:

MOTION \_\_\_\_\_, SECOND \_\_\_\_\_, TO WAIVE THE READING AND ADOPT RESOLUTION #2024-\_\_\_\_ TO APPROVE THE REALLOCATION OF UNSPENT AMERICAN RESCUE PLAN ACT (ARPA) FUNDS FOR THE PURCHASE OF EMERGENCY (POLICE) VEHICLES IN 2024 AND WORKFORCE DEVELOPMENT PROGRAMS IN 2025.

## Overview:

The City of Brooklyn Park received a total of \$11,052,580 from the state's allocation of the State and Local Federal Recovery Fund (SLFRF) under the American Rescue Plan Act (ARPA) signed into law by President Biden in March 2021. Following extensive outreach and engagement with the community, staff developed a framework and adopted a strategy for use of the funds aimed at stabilizing the city's budget and investing in strategic programs, projects, and partnerships. This action is to request Council's approval for reallocating unspent ARPA budget funds. Following a review of ARPA spending and informed by the city's ARPA strategic focus, staff recommend spending unspent ARPA funds on Police vehicles and equipment to help the City's emergency response and violence intervention initiatives and to sustain Workforce Development programs in 2025. The City has determined that these projects are critical city services and fall within the City's original strategic focus for use of the ARPA funds. The estimated budget for this request for Workforce Development is \$75,000 and emergency Police vehicles are \$500,000 and up to \$1,122,157.

## Workforce Development

In 2022 City Council approved the use of ARPA funds to provide programs and services to youth, adults, and businesses that promote economic empowerment and decreases individual, community, and systemic barriers to employment caused by the pandemic. Over the last two years, BrookLynk, the city's shared workforce development division with the City of Brooklyn Center has successfully launched a Career Pathways/Pipeline to Public Works program with a goal to connect young adults ages 18-24 to careers in construction and trades as well as a Youth Entrepreneurship Program (YEP) that introduces youth ages 16 to 24 to business and entrepreneurship.

The \$75,000 of reallocated ARPA funds will help to sustain BrookLynk's Youth Entrepreneurship Program, Career Pathways, and existing summer internship and work readiness programs in 2025.

**Emergency (Police) Vehicles and Equipment**

The reallocation of ARPA funds for the purchase of Police Department Emergency vehicles would go to the 2024 expenses incurred in the Equipment Replacement fund using cash on hand. The fund has seen a substantial increase in cost to build a police vehicle since 2019. The average cost to purchase a police vehicle and build it up with all the needed equipment in 2019 was \$39,500. Buying and building the same vehicle in 2024 now costs \$63,500. A difference of \$24,000, or a 60.76% increment. To date \$1,122,157 has been expended from the fund. Up to \$1,122,157.96 in ARPA dollars will be allocated to vehicles purchased in 2024 which includes covering pending invoices totaling \$55,055 that are due by December 31, 2024.

**Primary issues/alternatives to consider:**

If approved, unspent 2024 ARPA budgeted funds will be reallocated to these city service projects. These are not new funds.

**Budgetary/Fiscal Issues:**

ARPA funds must be obligated by December 31, 2024, and expended by December 31, 2026. Treasury has released instructions that any unspent or unobligated funds must be returned to the Treasury. The city anticipates that all funds allocated under the ARPA budget will be spent by end of 2024. However, if any funds are unspent, this recommendation will ensure that these funds are used for needed projects that are aligned with the city's ARPA strategy. The recommended amount of up to \$1,122,157 for emergency (Police) vehicles will be for 2024. The recommended amount of \$75,000 for Workforce Development will be expended in 2025. As a reminder, on September 23, Council approved two other projects for the use of unspent ARPA funds - Fiber Conduit Installation and an Asset Management System.

**Attachments:**

4.2A RESOLUTION

RESOLUTION #2024-

RESOLUTION TO APPROVE THE REALLOCATION OF UNSPENT ARPA FUNDS FOR THE  
PURCHASE OF EMERGENCY (POLICE) VEHICLES IN 2024 AND WORKFORCE  
DEVELOPMENT PROGRAMS IN 2025

WHEREAS, the City of Brooklyn Park received a total of \$11,052,580 from the state's allocation of the State and Local Federal Recovery Fund (SLFRF) under the American Rescue Plan Act (ARPA) signed into law by President Biden in March 2021; and

WHEREAS, following extensive outreach and engagement with the community, staff developed a framework and adopted a strategy for use of the funds aimed at stabilizing the city's budget and investing in strategic programs, projects; and

WHEREAS, based on a review of ARPA spending to date and informed by the city's strategic focus, staff recommend allocating unspent ARPA funds for Emergency (Police) vehicles and equipment to help the City's emergency response and violence intervention initiatives and to sustain Workforce Development programs in 2025; and

WHEREAS, approval is necessary to ensure that the city is compliant with ARPA funding requirements. Treasury has released instructions that any unspent or unobligated funds must be returned to the Treasury and to be compliant with this requirement, recipients must submit a report at the end of 2024; and

WHEREAS, Council approval will ensure that unspent ARPA funds are used for needed projects that are aligned with the city's ARPA strategy. The recommended amount of up to \$1,122,157 is for emergency Police vehicles in 2024 and \$75,000 for Workforce Development will be expended in 2025; and

WHEREAS, on September 23, 2024, Council approved two other projects for the use of unspent ARPA funds - Fiber Conduit Installation and an Asset Management System and this request is aligned with the strategy to ensure unspent ARPA funds are used in keeping with Treasury's requirement to obligate all funds by December 31, 2024.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Brooklyn Park approves reallocation of unspent ARPA 2024 budget as outlined

- Up to \$1,122,157 for Emergency (Police) vehicles and equipment in 2024.
- \$75,000 for Workforce Development will be expended in 2025.

# City of Brooklyn Park Request for Council Action

|                        |  |                                |   |
|------------------------|--|--------------------------------|---|
| <b>Agenda Item:</b>    | 4.3  | <b>Meeting Date:</b>           | December 2, 2024                                    |
| <b>Agenda Section:</b> | Consent  | <b>Originating Department:</b> | Community Development                               |
| <b>Resolution:</b>     | N/A  | <b>Prepared By:</b>            | Megan Bookey, Program Assistant III                 |
| <b>Ordinance:</b>      | N/A  |                                |   |
| <b>Attachments:</b>    | N/A  | <b>Presented By:</b>           | Keith Jullie, Rental and Business Licensing Manager |
| <b>Item:</b>           | Approve a Tetrahydrocannabinol (THC) and Tobacco License for High Cloud Smoke Shop LLC dba High Cloud - Tobacco, Located at 8521 Zane Ave N, Brooklyn Park, MN 55443 |                                |   |

## City Manager's Proposed Action:

MOTION \_\_\_\_\_, SECOND \_\_\_\_\_, TO APPROVE A TETRAHYDROCANNABINOL (THC) LICENSE FOR HIGH CLOUD SMOKE SHOP LLC DBA HIGH CLOUD - TOBACCO, LOCATED AT 8521 ZANE AVE N, BROOKLYN PARK, MN 55443

MOTION \_\_\_\_\_, SECOND \_\_\_\_\_, TO APPROVE A TOBACCO LICENSE FOR HIGH CLOUD SMOKE SHOP LLC DBA HIGH CLOUD - TOBACCO, LOCATED AT 8521 ZANE AVE N, BROOKLYN PARK, MN 55443

## Overview:

High Cloud Smoke Shop LLC is taking over the space that was previously Maddie's Liquor. Due to the change in ownership and license types, tobacco and THC licenses are required. These license approvals will increase the total number of licenses issued in this council district.

The first action is for approval of a THC license under new ownership at 8521 Zane Avenue North. The THC license application has been approved and the police department has completed their investigation of the applicant. The second action is for approval of a tobacco license under new ownership at 8521 Zane Avenue North. The tobacco license application has been approved and the police department has completed their investigation of the applicant. The Community Development Department approved the application on November 25, 2024. The Police and Community Development Departments recommend approval of THC and Tobacco Sales licenses.

## Background:

On July 1, 2022 the Minnesota legislature legalized the sale of limited amounts of Tetrahydrocannabinol (THC), which is the intoxicating component within the hemp plant. THC can be extracted from the plant and added to edibles and beverages for consumption. State law requires that these products contain no more than 0.3% of any THC total, no more than five milligrams of THC per serving, and no more than 50 milligrams of THC per package. The law prohibits the sale of edible THC products to anyone under the age of 21 and contains several requirements regarding labeling and packaging.

## Ordinance Requirements:

The THC ordinance and licensing requirements include regulations from State law and City code including:

- Businesses must have a license approved by the city council to sell THC products effective March 1, 2023.

- Customers must be 21 years old to purchase THC products, and it is a petty misdemeanor violation for anyone under 21 to possess licensed products.
- Customers must provide a valid government issued photo identification for purchase upon request.
- Products must be located behind a counter or in a locked case requiring store employees to access.
- License applicants must pass a background check prior to license approval.
- Compliance checks and business inspections are required to ensure compliance with regulations.
- Annual license fee of \$1,000 and background check fee of \$500
- The total number of THC licenses allowed in the city proposed at 15 per each of three city council districts (east, central, west) and 45 total licenses allowed in the city based on discussion with the city council during the first reading.
- THC licenses are allowed in all retail areas except within 300 feet of a school.
- Penalties for violations and appeal processes are comparable to tobacco compliance processes.

THC Business Locations:

| Business Name                   | Location                    | Council District | West | Central  | East |
|---------------------------------|-----------------------------|------------------|------|----------|------|
| A&J Tobacco                     | 8058 Brooklyn Blvd          | West             | X    |          |      |
| A1 Smokes and Vapes             | 3015 85th Ave N             | East             |      |          | X    |
| Boone Tobacco                   | 6284 Boone Ave N            | West             | X    |          |      |
| BP Smoke Shop                   | 7654 Brooklyn Blvd          | East             |      |          | X    |
| BP Smoke Shop                   | 7642 Brooklyn Blvd          | East             | X    |          | X    |
| Brooklyn Grocery                | 6321 Zane Ave N             | West             | X    |          |      |
| Cellar's Wine & Spirits         | 7944 Brooklyn Blvd          | West             | X    |          |      |
| E-Cig Market                    | 8413 West Broadway          | West             | X    |          |      |
| E-Vapor and Tobacco (new owner) | 4658 85th Ave N             | Central          |      | X        |      |
| Fast N Fresh                    | 6321 Zane Ave N             | West             | X    |          |      |
| Good Zen                        | 8509 Jefferson Ln           | West             | X    |          |      |
| <b>High Cloud (new)</b>         | <b>8521 Zane Ave N</b>      |                  |      | <b>X</b> |      |
| Ike's Wine & Spirits            | 9682 Colorado Ln            | West             | X    |          |      |
| Kwik Trip                       | 5801 96 <sup>th</sup> Ave N | Central          |      | X        |      |
| Kwik Trip                       | 9495 Noble Pkwy             | Central          |      | X        |      |
| Love is an Ingredient           | 6276A Boone Ave N           | West             | X    |          |      |
| Love is an Ingredient           | 8505 Jefferson Ln           | West             | X    |          |      |
| New Superette                   | 6290 Boone Ave N            | West             | X    |          |      |
| Palmer Lake VFW                 | 2817 Brookdale Dr           | East             |      |          | X    |
| Pixie Liquor                    | 1512 Brookdale Dr           | East             |      |          | X    |
| Speedy Market & Tobacco         | 7401 Regent Ave N           | East             |      |          | X    |
| Tobacco for Less                | 9334 Zane Ave N             | Central          |      | X        |      |
| Tobacco Plus                    | 1436 - 85th Ave N           | East             |      |          | X    |
| Up North Liquor                 | 9570 Noble Pkwy N           | Central          |      | X        |      |
| Winner Gas                      | 1500 Brookdale Dr           | East             |      |          | X    |
|                                 |                             |                  |      |          |      |

|  |  |        |    |   |   |
|--|--|--------|----|---|---|
|  |  | Totals | 12 | 6 | 8 |
|--|--|--------|----|---|---|

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

**Budgetary/Fiscal Issues:**

THC license fee of \$1000 will be added to the general fund for 2025.  
Tobacco license fee of \$200 will be added to the general fund for 2025.

**Attachments:** N/A

# City of Brooklyn Park Request for Council Action

|                        |   |                                |                                    |
|------------------------|---|--------------------------------|------------------------------------|
| <b>Agenda Item:</b>    | 4.4   | <b>Meeting Date:</b>           | December 2, 2024                   |
| <b>Agenda Section:</b> | Consent   | <b>Originating Department:</b> | Administration                     |
| <b>Resolution:</b>     | N/A   | <b>Prepared By:</b>            | Katrina Doshier, Program Assistant |
| <b>Ordinance:</b>      | N/A   |                                |                                    |
| <b>Attachments:</b>    | N/A   | <b>Presented By:</b>           | Hollies Winston, Mayor             |
| <b>Item:</b>           | Appointing Human Rights Commissioner to the West District |                                |                                    |

## City Manager's Proposed Action:

MOTION \_\_\_\_\_, SECOND \_\_\_\_\_, TO APPOINT MALLORY KNIPE TO THE HUMAN RIGHTS COMMISSION SERVING THE WEST DISTRICT FOR THE BALANCE OF A TERM ENDING APRIL 1, 2027

## Overview:

Commissioner Knipe was appointed to the HRC on March 25, 2024, serving the East District, for a balance of a term ending April 1, 2026. Commissioner Knipe lives in the West District and has expressed an interest in being appointed to her district if there is an opening.

Lacy Myrman resigned from the HRC in September, opening a West District seat. Commissioner Knipe would like to be appointed to the open seat in the West District in which they live.

After this appointment, the opening for the East District seat will be advertised to be filled.

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

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

**Attachments:** N/A

# City of Brooklyn Park Request for Council Action

|                        |                   |                                |   |
|------------------------|-------------------|--------------------------------|---|
| <b>Agenda Item:</b>    | 5.1               | <b>Meeting Date:</b>           | December 2, 2024  |
| <b>Agenda Section:</b> | Public Hearings   | <b>Originating Department:</b> | Finance   |
| <b>Resolution:</b>     | N/A               | <b>Prepared By:</b>            | Cheryl Keene, Finance Assistant 1                             |
| <b>Ordinance:</b>      | N/A               |                                |   |
| <b>Attachments:</b>    | N/A               | <b>Presented By:</b>           | Jay Stroebel, City Manager<br>LaTonia Green, Finance Director |
| <b>Item:</b>           | Truth in Taxation |                                |   |

## City Manager's Proposed Action:

No action is required to be taken tonight. After a short presentation on the 2025 Amended Budget recommendation, the Council will hold a Truth in Taxation public hearing. Council action on adopting the final budget is scheduled for December 9, 2024.

## Overview:

On September 23, 2024, the Council was presented with the 2025 Preliminary General Fund and Debt Service Fund budgets, along with a proposed property tax levy increase of 11.00%. On the same day, the council approved the proposed 2025 property tax levy at the maximum rate of 11.00%

The 2025 Amended Budget with a property tax levy of 10.50% was presented to the City Council for evaluation on Monday, November 18, 2024. The presented budgets include the General Fund, Special Revenue Funds, Debt Service Funds, Capital Funds, Enterprise Funds, and Internal Service Funds.

## Primary Issues/Alternatives to Consider:

Staff continue to seek direction from Council relative to specific questions and analyses required as part of the budget process.

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

**Attachments:** N/A

# City of Brooklyn Park Request for Council Action

|                        |  |                                |                              |
|------------------------|--|--------------------------------|------------------------------|
| <b>Agenda Item:</b>    | 5.2  | <b>Meeting Date:</b>           | December 2, 2024             |
| <b>Agenda Section:</b> | Public Hearing   | <b>Originating Department:</b> | Operations & Maintenance     |
| <b>Resolution:</b>     | X  | <b>Prepared By:</b>            | Tim Pratt, Recycling Manager |
| <b>Ordinance:</b>      | N/A  |                                |                              |
| <b>Attachments:</b>    | 1  | <b>Presented By:</b>           | Tim Pratt, Recycling Manager |
| <b>Item:</b>           | Public Hearing and Approving City Code Appendix Fee Resolution Table Amendments to Recycling Utility Service Charges |                                |                              |

## City Manager's Proposed Action:

MOTION \_\_\_\_\_, SECOND \_\_\_\_\_, TO WAIVE THE READING AND ADOPT RESOLUTION #2024-\_\_\_\_\_ TO APPROVE CITY CODE APPENDIX FEE RESOLUTION TABLE AMENDMENTS TO RECYCLING UTILITY SERVICE CHARGES.

## Overview:

This request is for approval of City Code Appendix fee resolution table amendments to recycling charges to adequately fund the curbside recycling collection and the Curbside Bulky Waste Cleanup program within the residential recycling program in the City.

In November 2022 the Council agreed to award the recycling contract to Waste Management under which the rate charged to the City will go up by the rate of inflation or 4.5% whichever is lower per year.

Also, in November 2023 the Council approved a contract extension for the Curbside Bulky Waste Cleanup. Under the contract extension fees to collect and dispose of unwanted items will increase by approximately the rate of inflation each year.

The Recycling program is an enterprise fund. Continuation of both curbside recycling and the Bulky Waste Curbside Cleanup program require additional revenue to cover the program costs.

After a thorough review of the program expenses, staff is recommending \$.25 per household per month increase in the recycling fee to fully fund the recycling program. Staff is recommending a \$.05 per unit per month increase in the Multifamily rate to cover recycling collection cost increases. Multifamily properties are not included in the Bulky Waste Curbside Cleanup program.

## Primary Issues/Alternatives to Consider:

The City Council has the following options:

1. Approve the amendment as recommended (staff recommendation)
2. Do nothing

## Budgetary/Fiscal Issues:

The \$.25/hh/mo (\$.75/hh/qtr.) single family and \$.05/unit/mo (\$.25/unit/qtr) amendment to the recycling utility service charge will provide additional revenue. The additional revenue is necessary to cover the estimated increased contractual expenses from the curbside recycling contract and the Bulky Waste Curbside Cleanup contract extension. Upon approval, the fee adjustment will begin appearing on utility bills in January.

## Attachments:

5.2A RESOLUTION

RESOLUTION #2024

APPROVE CITY CODE APPENDIX FEE RESOLUTION TABLE AMENDMENTS  
TO RECYCLING UTILITY SERVICE CHARGES

WHEREAS, on November 14, 2022, the City Council authorized the Mayor and City Manager to enter into a four-year agreement with Waste Management for curbside recycling services under which the charge to the City will increase by approximately 4.5% per year; and

WHEREAS, at the November 13, 2023, meeting, the City Council authorized the Mayor and City Manager to enter into a three-year agreement with Republic Services for the Curbside Bulky Waste Cleanup program under which the charge to the City will increase by 4.5% or the cost of inflation (whichever is lower); and

WHEREAS, the following City Code Appendix fee resolution table amendments to Recycling Utility Service Charges table are recommended to adequately fund the recycling program:

**RECYCLING SERVICE CHARGES**

| <b>Quarterly Recycling Service Charges</b> |   |                                    |                  |
|--|---|------------------------------------|------------------|
| <b>Year</b>                                | <b>Single-Family through Eight Residential Unit</b> | <b>Multi-Family Units</b>          | <b>Reference</b> |
| <u>January 1, 2025</u>                     | <u>\$16.50 per unit per quarter</u>                 | <u>\$9.45 per unit per quarter</u> | 98.39            |

WHEREAS, a public hearing concerning the amendments was held on December 2, 2024.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BROOKLYN PARK to approve City Code Appendix fee resolution table amendments to the Recycling Service Charges table as proposed within this resolution.

# City of Brooklyn Park Request for Council Action

|                        |  |                                |                                    |
|------------------------|--|--------------------------------|------------------------------------|
| <b>Agenda Item:</b>    | 7.1  | <b>Meeting Date:</b>           | December 2, 2023                   |
| <b>Agenda Section:</b> | General Action Items                               | <b>Originating Department:</b> | Administration                     |
| <b>Resolution:</b>     | N/A  | <b>Prepared By:</b>            | Katrina Doshier, Program Assistant |
| <b>Ordinance:</b>      | N/A  |                                |                                    |
| <b>Attachments:</b>    | 3  | <b>Presented By:</b>           | Jay Stroebel, City Manager         |
| <b>Item:</b>           | Approval of the 2025 Council and EDA Meeting Dates |                                |                                    |

## City Manager's Proposed Action:

MOTION \_\_\_\_\_, SECOND \_\_\_\_\_, TO APPROVE THE COUNCIL AND EDA MEETING DATES FOR 2025 WITH THE FOLLOWING PROPOSED CHANGE TO THE REGULAR MEETING SCHEDULE:

1. CHANGE THE JANUARY WORK SESSION TO A REGULAR MEETING
2. CANCEL THE JULY 7 COUNCIL WORK SESSION
3. CHANGE THE DECEMBER 1 WORK SESSION TO A REGULAR MEETING
4. CANCEL THE DECEMBER 22 REGULAR COUNCIL MEETING

## Overview:

Currently, the City Council work session is held on the first Monday of the month, the regular City Council meetings are held on the second and fourth Mondays, and the EDA meetings are held on the third Monday of each month.

City Code states:

### **§ 30.15 MEETINGS.**

The Council has regular meetings on the first, second and fourth Mondays of each month commencing at 6:00 p.m. If any of the Mondays falls on a holiday, the Council will have its regular meeting on the following day and adjourned special meetings at any other time the Council may deem proper. All meetings are held in the City Hall or elsewhere as designated by the Council.

The attachments show the 2025 regular meeting date calendar per City Code and a calendar with proposed changes for approval by the City Council.

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

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

## Attachments:

- 7.1A 2025 MEETING CALENDAR WITH PROPOSED CHANGES
- 7.1B 2025 MEETING CALENDAR PER ORDINANCE AND SCHEDULE
- 7.1C 2025 CALENDAR

**CITY OF BROOKLYN PARK**  
**2025 REGULAR CITY COUNCIL, COUNCIL WORK SESSION, AND EDA MEETING DATES**

Meetings begin at 6:00 p.m. – 1<sup>st</sup> four Mondays of the month

Brooklyn Park City Hall, 5200 85<sup>th</sup> Avenue North

Ph. 763-424-8000 Fax 763-493-8391

ALL DATES ARE SUBJECT TO CHANGE

| <b>JANUARY</b>  | <b>FEBRUARY</b>   | <b>MARCH</b>   | <b>APRIL</b>   |
|---|---|--|--|
| 6 – Council<br>13 – Council<br>21 – EDA (Tues)*<br>27 – Council<br>*Martin Luther King, Jr. Day - 20                                      | 3 – Council Work Session<br>10 – Council<br>18 – EDA (Tues)*<br>24 – Council<br>*Presidents' Day - 17           | 3 – Council Work Session<br>10 – Council<br>17 – EDA<br>24 – Council<br>31 – 5 <sup>th</sup> Monday – No Meeting | 7 – Council Work Session<br>14 – Council<br>21 – EDA<br>28 – Council   |
| <b>MAY</b>  | <b>JUNE</b>   | <b>JULY</b>  | <b>AUGUST</b>  |
| 5 – Council Work Session<br>12 – Council<br>19 – EDA<br>27 – Council (Tues)*<br>*Memorial Day Observed - 26                               | 2 – Council Work Session<br>9 – Council<br>16 – EDA<br>23 – Council<br>30 – 5 <sup>th</sup> Monday – No Meeting | <del>7 – Council Work Session</del> (Cancelled)<br>14 – Council<br>21 – EDA<br>28 – Council                      | 4 – Council/Commission Work Session<br>11 – Council<br>18 – EDA<br>25 – Council  |
| <b>SEPTEMBER</b>  | <b>OCTOBER</b>  | <b>NOVEMBER</b>  | <b>DECEMBER</b>  |
| 2 – Council Work Session (Tues)*<br>8 – Council<br>15 – EDA<br>22 – Council<br>29 – 5 <sup>th</sup> Monday – No Meeting<br>*Labor Day - 1 | 6 – Council Work Session<br>13 – Council<br>20 – EDA<br>27 – Council  | 3 – Council Work Session<br>10 – Council<br>17 – EDA<br>24 – Council   | 1 – Council<br>8 – Council<br>15 – EDA<br><del>22 – Council</del> (Cancelled)<br>29 – 5 <sup>th</sup> Monday – No Meeting<br><br>Next meeting – Monday, Jan. 5, 2026 |
| S:\Administration\Council Calendars\Meeting Dates for the Year\DATES 2025 Council - EDA Proposed.docx                                     |   |  | <b>PLEASE POST</b>   |

**CITY OF BROOKLYN PARK**

**2025 REGULAR CITY COUNCIL, COUNCIL WORK SESSION, AND EDA MEETING DATES**

Meetings begin at 6:00 p.m. – 1<sup>st</sup> four Mondays of the month

Brooklyn Park City Hall, 5200 85<sup>th</sup> Avenue North

Ph. 763-424-8000 Fax 763-493-8391

**Note: CHANGES WERE MADE TO THE REGULAR SCHEDULE; ALL DATES ARE SUBJECT TO CHANGE**

|  |   |   |  |
|--|---|---|--|
| <p align="center"><b>JANUARY</b></p> <p>6 – Council Work Session<br/>         13 – Council<br/>         21 – EDA (Tues)*<br/>         27 – Council<br/>         *Martin Luther King, Jr. Day - 20</p>                                    | <p align="center"><b>FEBRUARY</b></p> <p>3 – Council Work Session<br/>         10 – Council<br/>         18 – EDA (Tues)*<br/>         24 – Council<br/>         *Presidents' Day - 17</p>      | <p align="center"><b>MARCH</b></p> <p>3 – Council Work Session<br/>         10 – Council<br/>         17 – EDA<br/>         24 – Council<br/>         31 – 5<sup>th</sup> Monday – No Meeting</p> | <p align="center"><b>APRIL</b></p> <p>7 – Council Work Session<br/>         14 – Council<br/>         21 – EDA<br/>         28 – Council</p>   |
| <p align="center"><b>MAY</b></p> <p>5 – Council Work Session<br/>         12 – Council<br/>         19 – EDA<br/>         27 – Council (Tues)*<br/>         *Memorial Day Observed - 26</p>  | <p align="center"><b>JUNE</b></p> <p>2 – Council Work Session<br/>         9 – Council<br/>         16 – EDA<br/>         23 – Council<br/>         30 – 5<sup>th</sup> Monday – No Meeting</p> | <p align="center"><b>JULY</b></p> <p>7 – Council Work Session<br/>         14 – Council<br/>         21 – EDA<br/>         28 – Council</p>   | <p align="center"><b>AUGUST</b></p> <p>4 – Council/Commission Work Session<br/>         11 – Council<br/>         18 – EDA<br/>         25 – Council</p>   |
| <p align="center"><b>SEPTEMBER</b></p> <p>2 – Council Work Session (Tues)*<br/>         8 – Council<br/>         15 – EDA<br/>         22 – Council<br/>         29 – 5<sup>th</sup> Monday – No Meeting<br/>         *Labor Day - 1</p> | <p align="center"><b>OCTOBER</b></p> <p>6 – Council Work Session<br/>         13 – Council<br/>         20 – EDA<br/>         27 – Council</p>  | <p align="center"><b>NOVEMBER</b></p> <p>3 – Council Work Session<br/>         10 – Council<br/>         17 – EDA<br/>         24 – Council</p>   | <p align="center"><b>DECEMBER</b></p> <p>1 – Council<br/>         8 – Council<br/>         15 – EDA<br/>         22 – Council<br/>         29 – 5<sup>th</sup> Monday – No Meeting<br/><br/>         Next meeting – Monday, Jan. 5, 2026</p> |
| <p>S:\Administration\Council Calendars\Meeting Dates for the Year\DATES 2025 Council - EDA Proposed.docx</p>   |   |   | <p align="center"><b>PLEASE POST</b></p>   |

# 2025 Calendar

| January |    |    |    |    |    |    |
|---------|----|----|----|----|----|----|
| S       | M  | T  | W  | T  | F  | S  |
|         |    |    | 1  | 2  | 3  | 4  |
| 5       | 6  | 7  | 8  | 9  | 10 | 11 |
| 12      | 13 | 14 | 15 | 16 | 17 | 18 |
| 19      | 20 | 21 | 22 | 23 | 24 | 25 |
| 26      | 27 | 28 | 29 | 30 | 31 |    |

| February |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|
| S        | M  | T  | W  | T  | F  | S  |
|          |    |    |    |    |    | 1  |
| 2        | 3  | 4  | 5  | 6  | 7  | 8  |
| 9        | 10 | 11 | 12 | 13 | 14 | 15 |
| 16       | 17 | 18 | 19 | 20 | 21 | 22 |
| 23       | 24 | 25 | 26 | 27 | 28 |    |

| March |    |    |    |    |    |    |
|-------|----|----|----|----|----|----|
| S     | M  | T  | W  | T  | F  | S  |
|       |    |    |    |    |    | 1  |
| 2     | 3  | 4  | 5  | 6  | 7  | 8  |
| 9     | 10 | 11 | 12 | 13 | 14 | 15 |
| 16    | 17 | 18 | 19 | 20 | 21 | 22 |
| 23    | 24 | 25 | 26 | 27 | 28 | 29 |
| 30    | 31 |    |    |    |    |    |

| April |    |    |    |    |    |    |
|-------|----|----|----|----|----|----|
| S     | M  | T  | W  | T  | F  | S  |
|       |    | 1  | 2  | 3  | 4  | 5  |
| 6     | 7  | 8  | 9  | 10 | 11 | 12 |
| 13    | 14 | 15 | 16 | 17 | 18 | 19 |
| 20    | 21 | 22 | 23 | 24 | 25 | 26 |
| 27    | 28 | 29 | 30 |    |    |    |

| May |    |    |    |    |    |    |
|-----|----|----|----|----|----|----|
| S   | M  | T  | W  | T  | F  | S  |
|     |    |    |    | 1  | 2  | 3  |
| 4   | 5  | 6  | 7  | 8  | 9  | 10 |
| 11  | 12 | 13 | 14 | 15 | 16 | 17 |
| 18  | 19 | 20 | 21 | 22 | 23 | 24 |
| 25  | 26 | 27 | 28 | 29 | 30 | 31 |

| June |    |    |    |    |    |    |
|------|----|----|----|----|----|----|
| S    | M  | T  | W  | T  | F  | S  |
| 1    | 2  | 3  | 4  | 5  | 6  | 7  |
| 8    | 9  | 10 | 11 | 12 | 13 | 14 |
| 15   | 16 | 17 | 18 | 19 | 20 | 21 |
| 22   | 23 | 24 | 25 | 26 | 27 | 28 |
| 29   | 30 |    |    |    |    |    |

| July |    |    |    |    |    |    |
|------|----|----|----|----|----|----|
| S    | M  | T  | W  | T  | F  | S  |
|      |    | 1  | 2  | 3  | 4  | 5  |
| 6    | 7  | 8  | 9  | 10 | 11 | 12 |
| 13   | 14 | 15 | 16 | 17 | 18 | 19 |
| 20   | 21 | 22 | 23 | 24 | 25 | 26 |
| 27   | 28 | 29 | 30 | 31 |    |    |

| August |    |    |    |    |    |    |
|--------|----|----|----|----|----|----|
| S      | M  | T  | W  | T  | F  | S  |
|        |    |    |    |    | 1  | 2  |
| 3      | 4  | 5  | 6  | 7  | 8  | 9  |
| 10     | 11 | 12 | 13 | 14 | 15 | 16 |
| 17     | 18 | 19 | 20 | 21 | 22 | 23 |
| 24     | 25 | 26 | 27 | 28 | 29 | 30 |
| 31     |    |    |    |    |    |    |

| September |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| S         | M  | T  | W  | T  | F  | S  |
|           | 1  | 2  | 3  | 4  | 5  | 6  |
| 7         | 8  | 9  | 10 | 11 | 12 | 13 |
| 14        | 15 | 16 | 17 | 18 | 19 | 20 |
| 21        | 22 | 23 | 24 | 25 | 26 | 27 |
| 28        | 29 | 30 |    |    |    |    |

| October |    |    |    |    |    |    |
|---------|----|----|----|----|----|----|
| S       | M  | T  | W  | T  | F  | S  |
|         |    |    | 1  | 2  | 3  | 4  |
| 5       | 6  | 7  | 8  | 9  | 10 | 11 |
| 12      | 13 | 14 | 15 | 16 | 17 | 18 |
| 19      | 20 | 21 | 22 | 23 | 24 | 25 |
| 26      | 27 | 28 | 29 | 30 | 31 |    |

| November |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|
| S        | M  | T  | W  | T  | F  | S  |
|          |    |    |    |    |    | 1  |
| 2        | 3  | 4  | 5  | 6  | 7  | 8  |
| 9        | 10 | 11 | 12 | 13 | 14 | 15 |
| 16       | 17 | 18 | 19 | 20 | 21 | 22 |
| 23       | 24 | 25 | 26 | 27 | 28 | 29 |
| 30       |    |    |    |    |    |    |

| December |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|
| S        | M  | T  | W  | T  | F  | S  |
|          | 1  | 2  | 3  | 4  | 5  | 6  |
| 7        | 8  | 9  | 10 | 11 | 12 | 13 |
| 14       | 15 | 16 | 17 | 18 | 19 | 20 |
| 21       | 22 | 23 | 24 | 25 | 26 | 27 |
| 28       | 29 | 30 | 31 |    |    |    |

# City of Brooklyn Park Request for Council Action

|                        |  |                                |                                       |
|------------------------|--|--------------------------------|---------------------------------------|
| <b>Agenda Item:</b>    | 7.2  | <b>Meeting Date:</b>           | December 2, 2024                      |
| <b>Agenda Section:</b> | General Action Items   | <b>Originating Department:</b> | Administration                        |
| <b>Resolution:</b>     | N/A  | <b>Prepared By:</b>            | Katrina Doshier,<br>Program Assistant |
| <b>Ordinance:</b>      | N/A  |                                |                                       |
| <b>Attachments:</b>    | N/A  | <b>Presented By:</b>           | Mayor Hollies Winston                 |
| <b>Item:</b>           | Appointment to the Northwest Suburbs Cable Communications Commission |                                |                                       |

## City Manager's Proposed Action:

Appoint a commissioner to serve on the Northwest Suburbs Cable Communications Commission.

## NORTHWEST SUBURBS CABLE COMMUNICATIONS COMMISSION

City At-large (One appointment)

MOTION \_\_\_\_\_, SECOND \_\_\_\_\_, TO APPOINT \_\_\_\_\_ TO THE NORTHWEST SUBURBS CABLE COMMUNICATIONS COMMISSION REPRESENTING THE CITY AT-LARGE EFFECTIVE JANUARY 1, 2025 FOR A ONE-YEAR TERM TO EXPIRE DECEMBER 31, 2025. (Reappointing Hasit Parmar)

## Overview:

On November 25 2024, the City Council interviewed applicants to fill commission openings.

## Primary Issues/Alternatives to Consider:

Selection and appointment of commissioners.

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

**Attachments:** N/A

# City of Brooklyn Park Request for Council Action

|                        |  |                                |  |
|------------------------|--|--------------------------------|--|
| <b>Agenda Item:</b>    | 7.3  | <b>Meeting Date:</b>           | December 2, 2024                           |
| <b>Agenda Section:</b> | General Action Items                           | <b>Originating Department:</b> | Administration                             |
| <b>Resolution:</b>     | NA   | <b>Prepared By:</b>            | Sarah Kraabel,<br>Human Resources Director |
| <b>Ordinance:</b>      | NA   |                                |  |
| <b>Attachments:</b>    | NA   | <b>Presented By:</b>           | Hollies Winston, Mayor                     |
| <b>Item:</b>           | Authorize City Manager Compensation Adjustment |                                |  |

## City Manager's Proposed Action:

MOTION \_\_\_\_\_, SECOND \_\_\_\_\_, AUTHORIZING A MERIT AND MARKET PAY ADJUSTMENT FOR THE CITY MANAGER IN THE AMOUNT OF \$107.63 PER HOUR OR \$223,870 ANNUALLY EFFECTIVE STARTING THE DECEMBER 1, 2024 PAY PERIOD, AND A FIVE PERCENT MARKET ADJUSTMENT EFFECTIVE JULY 1, 2025.

## Overview:

On October 28, 2024, the City Council held a performance review for City Manager Stroebel. In preparation for the discussion a 360-degree feedback tool was used to gather feedback regarding the city manager from the City Council, direct reports, and community partners. A 360-degree feedback provides a complete picture of the participant's performance from all angles, like a mirror. 360-degree feedback can help leaders and organizations identify their strengths and weaknesses, discover blind spots in their working relationships, get honest feedback from their colleagues, managers, and other stakeholders, build trust and rapport with their colleagues and create a more positive and productive work environment.

Using 360-degree feedback for [performance reviews](#) is an effective way to drive results and to measure how individuals are performing in their jobs. Research has shown that employees prefer multi-rater feedback (i.e., asking several people for their input) because they believe it offers a more complete picture of their performance.

The feedback provided to the city manager both via the 360-degree process and during the October 28 discussion was very positive. Some of the strengths noted of the city manager included his responsiveness, his evident care for the city, his support of the relatively new Council in their education, and his consistently calm and professional presence. He was described as being awesome all around by multiple members of Council. Looking into the future, a few opportunities highlighted include efforts around more positive communications and branding of the city, previewing long-term agenda items two to three or more months ahead of time, seeking opportunities for additional innovation and cutting-edge work for the city, and ensuring accountability of staff.

Given the strength of the City Manager Stroebel's performance, and given market pressures caused by the removal of the Governor's Salary cap in the spring of 2023, the Council is recommending a merit and market adjustment of 10 percent for the city manager's salary effective the nearest pay period following Council action and an additional market adjustment of 5 percent effective July 1, 2025.

For comparative purposes, following the market and merit adjustment of 10 percent in December of 2024, the recommended \$223,870 total compensation amount would rank as number nine in comparison to the city manager/administrator compensation in the cities of Eden Prairie, Bloomington, St. Louis Park, Edina, Burnsville, Lakeville, Woodbury, Minnetonka, Plymouth, Eagan and Maple Grove. The range of total compensation in 2024 for that group is \$213,929 to \$250,000.

**Budgetary/Fiscal Issues:**

Resources to cover this adjustment will be accommodated in the 2024 and 2025 budget. Per contract, the city manager is also entitled to any cost-of-living adjustment approved by the City Council for non-represented staff.

**Attachments:** N/A

# City of Brooklyn Park Request for Council Action

|                        |                                     |                                |                            |
|------------------------|-------------------------------------|--------------------------------|----------------------------|
| <b>Agenda Item:</b>    | 8.1                                 | <b>Meeting Date:</b>           | December 2, 2024           |
| <b>Agenda Section:</b> | Discussion Items                    | <b>Originating Department:</b> | Administration             |
| <b>Resolution:</b>     | N/A                                 | <b>Prepared By:</b>            | Jay Stroebel, City Manager |
| <b>Ordinance:</b>      | N/A                                 |                                |                            |
| <b>Attachments:</b>    | 1                                   | <b>Presented By:</b>           | Jay Stroebel, City Manager |
| <b>Item:</b>           | Discuss Legislative Agenda for 2025 |                                |                            |

## City Manager's Proposed Action:

Discuss the City's Legislative Priorities.

## Overview:

Each year, the City of Brooklyn Park and Brooklyn Park Economic Development Authority adopt legislative priorities for staff and elected officials to focus on with policymakers at the federal, state and county levels. Additionally, these priorities provide staff the direction needed to work with other local units of government, project partners and our legislative partners (e.g., Collective Efforts, North Metro Mayors Association, Metro Cities and League of Minnesota Cities) to advance key projects and policies.

This discussion will be the first step in updating the City's *2024 Brooklyn Park Federal and State Legislative Priorities* (attached) document adopted by the City Council on January 8, 2024. The City's *2025 Brooklyn Park Federal and State Legislative Priorities* document will be updated and brought back for adoption at the December 9, 2024 meeting.

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

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

## Attachments:

8.1A 2024 BROOKLYN PARK FEDERAL AND STATE LEGISLATIVE PRIORITIES

# 2024 Federal and State Legislative Priorities and Positions

**Brooklyn Park**   
Unique. United. Undiscovered.

---

# 2024 State Legislative Priorities and Positions

## *City of Brooklyn Park*

### Overview

Brooklyn Park works together with its partners to support proposals for new legislation in Minnesota designed to strengthen the community. The following list of legislative priorities and positions, along with those prepared by the Brooklyn Park Economic Development Authority (EDA), constitute Brooklyn Park's legislative agenda for the 2024 legislative session.

### I. Diversity, Equity and Inclusion

The City of Brooklyn Park, with our rich racial, ethnic and demographic diversity, is committed to supporting local, state and federal policies and investments that advance the goals of eliminating racial and economic disparities in areas such as housing, employment, transportation, health care, safety, etc., and works towards a more inclusive economy. Many of the detailed policies advocated for in this document strive to achieve these goals.

### II. Transportation Infrastructure

Investments in transportation infrastructure can often result in multiple benefits to a community, a more efficient and safer multi-modal transportation system and a stimulus for economic growth. In addition to state funding to support the municipal state aid road network, two specific projects that have the potential to be impacted by legislative actions include improvements to highway 252 and the Blue Line Light Rail extension project.

- **Trunk Highway 252**

#### *Background*

Highway 252 provides a vital high speed / high volume link between Minneapolis and the northern suburban areas. The congestion and safety issues experienced at the at-grade signalized intersections along the four mile corridor rank among the worst in the state under both categories. The City of Brooklyn Park is currently working with the City of Brooklyn Center, Minneapolis, MnDOT and Hennepin County to upgrade highway 252 to a freeway while maintaining or enhancing transit service along the corridor.

#### *Position*

In the 2018 Legislative Session, partial funding was granted for conversion of highway 252 to a freeway with construction expected to start in 2025 or shortly thereafter. This project has been delayed as a more thorough Environmental Impact Statement (EIS) of the reconstruction options are being considered. The City seeks to work with project partners to secure the additional funding necessary for this project to advance. In addition, the local communities along the line may

have some shared financial responsibility for the costs to improve the interchanges and any local roads that would be impacted by the project. The City supports expanded access to federal, state, regional and county grant dollars that would alleviate local taxpayer burden for these costs. The City also supports the investment in temporary safety measures until final design and construction is complete.

- **Blue Line Light Rail Transit**

*Background*

The Blue Line Light Rail Transit (BLRT) Extension Project will extend the existing light rail line from Target Field in Minneapolis through four communities (Minneapolis, Robbinsdale, Crystal and Brooklyn Park) to Oak Grove Parkway, locating five stations in Brooklyn Park. Bringing LRT to the northwest suburbs will improve mobility and access to jobs and will ensure the northwest portion of the region remains competitive.

*Position*

The City of Brooklyn Park supports policies, laws, and funding (federal, state, regional and local) to finalize planning and move to the construction and operation phases of the BLRT extension project. Additionally, we support efforts around anti-displacement of businesses and residents that may be impacted by the construction and establishment of the line.

- **East – West Busing Connections**

*Background*

As a community of 86,000 plus residents our public transportation needs have far outpaced the services provided in our city. While some bus services exist within Brooklyn Park, most are oriented to bringing people in and out of the community, mainly running north - south, versus mobility within the community.

*Position*

The City of Brooklyn Park supports resources and change in service delivery models that provides east – west busing services to our residents without reducing the services that exist today.

- **Increase Municipal State Aid (MSA) to Cities**

*Background*

The City has 55 miles of MSA streets. Many of these streets have degraded prematurely and are only lasting 15-20 years instead of 30 years before needing overlays (resurfacing). Over the next five years, we have funding needs of over \$30 million on our MSA streets, but we are only scheduled to receive about half of our needs or approximately \$15 million.

*Position*

The City believes MSA funding should be increased 100% (doubled) to help cities address street repair needs and premature street degradation on MSA streets and

local streets. This would require a change of MSA eligibility funding to include reimbursement for local streets.

### III. Sustainable Government Funding

The City of Brooklyn Park's financial position and property tax burden on businesses and residents are greatly influenced by actions taken at the state legislature. Historically, legislative changes to various funding formulas, aids, and imposition of statutory limits have impacted the City's ability to predict state sources of income, created unexpected community-level budget challenges, and resulted in increased tax burden on local taxpayers. Brooklyn Park supports efforts for more stable and predictable revenue sources and the reduction of the local property tax burden.

- **Levy Limits**

*Background*

Brooklyn Park advocates maintaining reliable, sustainable funding for desired city services and having the ability to control city levies at the local level. Enacting levy limits would remove this control from the City Council and may lead cities to adopt higher than desired tax levies in the short-term to maintain future levy capacity.

*Position*

Brooklyn Park supports a position that control of local levies remain at the local level.

- **Park Fee for Redevelopment**

*Background*

Currently, state law allows for collection of a park dedication fee to support the establishment and improvement of parks within a community when a parcel is initially subdivided for development. Fees are not currently allowed when that parcel is redeveloped. As Brooklyn Park currently has both greenfield development and redevelopment taking place, it would be beneficial to our ongoing improvement of our park system to allow the collection of fees in both development phases.

*Position*

Propose amending the state law allowing for park dedication fees to be collected for the initial development and redevelopment of parcels.

- **TIF/Value Capture strategies and cash investment to stimulate development**

*Background*

The market often times fails to produce the types of development that our community is seeking. This can lead to undeveloped land sitting idle for years and being unproductive from a property tax standpoint. Examples of this would include in our Village Creek neighborhood, and Oak Grove and Zane Ave areas.

*Position*

To incentivize private investment that aligns with our development vision and helps support public infrastructure investments, the City is seeking state resources

and flexibility in tax increment finance provisions to overcome market forces and attract private investment.

- **Local Government Aid (LGA)**

*Background*

Cities apply LGA in their finance structure for various purposes and rely on the receipt of these funds for those purposes. In the past, Local Government Aid has been used by the state legislature as a budget balancing measure by reducing or eliminating this funding in times of economic stress, causing funding shortfalls to local governments. In order to be effective, cities need to have reliable sources of funding. In 2023, the LGA formula reduced the state's allocation to Brooklyn Park from roughly \$1.45M in 2022 to \$0 in 2023. In the 2023 Legislative session the formula was modified and Brooklyn Park is scheduled to receive roughly \$900,000 in 2024.

*Position*

Brooklyn Park supports a position that state aids to local governments must remain a stable, reliable and sustainable funding source now and into the future. Brooklyn Park also believes the LGA formula should be adjusted to better account for a local government's ability to pay and related costs of core services. There is currently a significant imbalance in how the formula works relative to need and ability to generate local revenues. As an example, Duluth and Brooklyn Park have nearly identical populations and similar property tax bases per capita, yet Duluth is slated to receive over \$35M in LGA in 2024, while Brooklyn Park is scheduled to receive just over \$900k.

- **Public Safety Benefit Account Reimbursement**

*Background*

In recent years, there has been an increase in police officers leaving their professions for medical-related reasons. The ongoing liability of contributing toward departing public safety employees' health insurance costs until retirement is a significant burden on our local taxpayers. The state has only been partially reimbursing for these costs to date.

*Position*

Support fully funding the Public Safety Benefit Account on an ongoing basis to reimburse employers for providing continued health insurance to police officers and firefighters injured in the line of duty and dependents of those killed.

- **Fiscal Disparities**

*Background*

Due to infrastructure development (airports, highways, light rail, etc.) and other economic stimuli, certain parts of the Metropolitan Area are at a greater advantage for economic development and tax base growth. The Fiscal Disparities program was designed to distribute a portion of this growth to cities that don't have the same economic advantages. This distribution of value serves to mitigate the property tax disadvantage to those communities.

*Position*

Brooklyn Park supports the Fiscal Disparities program and would support changes to stabilize the benefits of the program to metropolitan cities.

- **Sales Tax Exemption**

*Background*

The process for using the sales tax exemption on construction materials is complicated, burdensome and risky to contractors and cities. Because of this, we are not aware of any city that has decided to use this exemption.

*Position*

Brooklyn Park supports the simplification of the current sales tax exemption for construction materials. An estimated savings of \$150,000 to \$200,000 annually for construction projects would be realized by the city if the sales tax exemption process was simplified. Absent the State simplifying process, the City will request an exemption on sales taxes for projects such as improvements at the Community Activity Center, expansion of Zanewood Teen Center, or like projects.

- **Social Security Disability Insurance (SSDI) and Social Security Taxes**

*Background*

Rising costs tied to inflation and changes in the economy have been especially hard on residents on fixed incomes. In addition, how social security disability insurance benefits are calculated for individuals with work limitations due to disabilities needs review. In the 2023 Legislative session, changes were made so single filers making \$78,000 or less will not pay state income tax on Social Security benefits. For married filing jointly, income must be \$100,000 or less for Social Security income to be tax-exempt.

*Position*

Brooklyn Park supports the full removal of state taxes on social security recipients and an improved methodology for how SSDI is calculated that is not punitive for disabled Minnesotans.

## IV. Comprehensive Plans and Environmental Review

*Background*

State law requires cities to develop comprehensive plans every ten years to guide growth and development in conjunction with a region-wide planning process administered by the Metropolitan Council. A separate law requires environmental review for certain individual development projects to ensure that development does not harm the environment. Recent court rulings have blurred the lines between these two processes, potentially creating a situation in which comprehensive plans would be required to include a full multi-decade citywide environmental review that would be impractical for cities to complete and that would not accurately assess the environmental impacts of development.

*Position*

Propose amending state law to clarify any ambiguity between the requirements for comprehensive plans and environmental review for individual development projects.

## V. Youth

- **Out-of-school Time**

*Background*

High-quality afterschool and summer learning programs provide hands-on learning experiences that narrow the opportunity and achievement gaps, build critical 21st century skills, and support working families by ensuring their children are safe and engaged in learning outside of school. Minnesota needs to ensure a bright future for our young people and our state by investing in afterschool programs to expand access for all young people. Minnesota currently has no state public funding accessible to the broad range of afterschool programs.

*Position*

Establish new state resources to provide competitive afterschool program grants. These funds would prioritize programs primarily serving youth below 185 percent of the federal poverty line (youth eligible for free and reduced-price lunch).

- **Youth Mental Health**

*Background*

Our youth and young adults have experienced a pronounced and pro-longed amount of trauma in recent years given issues such as COVID-19, racial tensions, increase in crime, and financial hardship.

*Position*

Support resources that make existing mental health systems more accessible and culturally responsive, and support community driven solutions for mental health and well-being.

## VI. Voting and Governance Laws

- **Voting**

*Background*

In recent years, the state has changed voting rules that have reduced barriers to voting for residents. This includes the 46 day absentee voting timeline before an election by eliminating the requirement to provide an excuse to vote absentee. Additionally, the state now has in place fixed dates for when an election can take place, a specific day in the following months – February, April, May, August and November. These rules apply to both special and general elections.

*Position*

Brooklyn Park would like the state to consider changes to the current voting rules that place an undue financial burden on cities with a 46 day absentee voting

window and to consider changes that allow for a more expeditious election cycle to replace vacancies on a local board or council.

- **Open Meeting Law Flexibility**

*Background*

During the COVID pandemic, greater flexibility was allowed for participation by elected and appointed officials in gatherings governed by the open meeting law (e.g. city council, boards and commissions, etc.) With the removal of the emergency provisions allowing for that flexibility, there has been an increased call by our local elected and appointed officials to preserve that flexibility previously allowed.

*Position*

Request changes to open meeting law (statute 13D.02) that would allow greater flexibility by elected and appointed officials for remote participation in meetings governed by the open meeting law.

## VII. Emerald Ash Borer (EAB)

*Background*

EAB was discovered in Brooklyn Park in August 2017 and is expected to spread through the city as well as all of Minnesota over the next few years. There are more than 4,500 city owned ash trees and thousands more on private property. Removing and replanting these trees would cost more than \$4,000,000. Chemical treatment of ash trees is an option but is expensive (\$200 per tree every two years) and a long-term commitment. Untreated trees will die.

*Position*

The EAB epidemic is a state-wide problem and a threat to the forest system in Minnesota. The City requests the state legislature provide funding for cities to address the removal and replanting of trees to maintain a healthy and diverse forest system.

## VIII. Public Safety

- **School Resource Officers (SROs)**

*Background*

During the last legislative session, Minnesota Statute was revised to prohibit the use of prone restraints and certain pressure based holds against all students by employees and agents of public school districts. See *Minn. Stat. § 121A.581*. In addition, the revised statute indicates that the prohibition includes “a school resource officer, security personnel, or police officer *contracted with the district.*” The Amendment also revises Minnesota Statutes section 121A.582 to provide that: (1) teachers and principals may use reasonable force “to correct or restrain a student to prevent imminent bodily harm or death to the student or another”; and (2) other school employees, agents, and bus drivers may use reasonable force “to restrain a student to prevent bodily harm or death to the student or another.”

*Position*

Use of force by police officers is regulated by the current Minnesota stat 609.06. All police officers are required to understand and test each year their competency in this standard to maintain their POST license. To add another use of force statute that conflicts with the current use of force standard only brings confusion for when police officers should use force. Furthermore, the new standard is extremely ambiguous and cannot be interpreted consistently by the State Attorney General or the Hennepin County Attorney. This exposes our children in schools to unsafe environments and our police officers to criminal and civil liability. We request to strike all SRO language from the corporal punishment and prone restraint laws and rely on the already existing use of force laws for police officers.

- **Address Rise in Violent Crimes**

*Background*

Over the last few years, the country, state, region and Brooklyn Park community have experienced a significant increase in certain types of violent crimes, especially those involving guns and crimes against persons. Repeat offenders of these types of crimes has also been cited as a growing concern. This increase in crimes has led to increased loss of life and injury, decreased livability of neighborhoods, and led some businesses and residents to leave or consider leaving our city. In 2023, the Minnesota Legislature did provide some one-time resources and competitive grant opportunities to support crime prevention strategies.

*Position*

The City of Brooklyn Park supports legislative efforts and funding strategies that financially supports on an ongoing basis violence prevention, intervention and interruption work that address this rise in crime, including measures to ensure offenders of violent crimes are held accountable. We also support rehabilitative resources and strategies that support proven alternative approaches for youth and young adults involved in low-level criminal activities that may not be best served by the traditional criminal justice system. Additionally, we support strategies to address the underlying root causes of community violence including economic and housing stability, educational opportunity, health security, etc.

- **Capital Support for Fire and Regional Training and Emergency Operations Facility**

*Background*

The rapid decline in volunteerism combined with a significant increase in fire/medical emergency responses led the city to transition from a paid on-call department to a full-time staffed career fire department. The city's four firehouses were never designed for career firefighter accommodations or for a diverse workforce living together for 24+ hours at a time. The current stations also do not provide adequate systems, including building-wide ventilation systems and decontamination showers, to protect firefighters from exposure to carcinogenic particulates because of their job. A third-party study identified that all of Brooklyn Park's fire stations require significant renovations and, in some cases, need to be completely rebuilt. In addition to serving the 86,000+ residents of Brooklyn Park, the fire department regularly responds to assist neighboring communities through

long-established mutual aid agreements, and our facilities have served as a regional emergency operations center (EOC). The 2023 Legislature provided \$1.1M in resources for the design of a facility that would serve as a central fire station and regional training and emergency operations facility.

*Position*

Other communities have received capital support for fire and other municipal facilities. The City of Brooklyn Park is seeking state bonding in the amount of \$12.7M to support the construction of a new central firehouse which will also serve as a multi-agency Emergency Operations Center (EOC) and regional training facility.

- **Officer Well-Being and Officer Accountability**

*Background*

During the summer of 2020, the Minnesota Legislature took some initial steps to examine opportunities for improvement in the law enforcement profession. With police officers being asked to do an ever-expanding set of responsibilities it's important they have the necessary tools and resources to effectively do their jobs. Some of those supports, including enhanced training opportunities, were included in the actions of the Legislature, but more opportunities exist. Similarly, while some initial steps were taken to improve the arbitration system for police misconduct, it's doubtful those changes will result in long-term change.

*Position*

Brooklyn Park supports the continued examination of opportunities for improvement in both providing the needed supports for our officers to be successful in their profession and ensuring accountability for when officer misconduct does occur.

- **Mental Health Resources to Support Community Need**

*Background*

Brooklyn Park's Police Department has seen a growing incidence of mental health-related calls in recent years. These calls range from the most serious of violent crime situations to simple requests of coordinating mental health services for residents in need. We are currently piloting out both a co-responder and alternate response model to respond to mental health related calls. A vast majority of the simple requests are coming from employees of group homes that are either insufficiently trained or do not have the resources to deal with their clients' needs. We receive hundreds of these 911 calls per year that simply do not belong in the law enforcement arena.

*Position*

Brooklyn Park encourages the state to not only support local (city and county) law enforcement and social service entities in providing additional mental health resources to meet the need, but additionally to more meaningfully examine how can we rethink the mental health systems that are too often failing our residents. We support stricter licensing of group home providers so that proper training of their staff is completed and sufficient and proper resources are dedicated and available for the needs of their clients and to support better compensation for the professionals providing client services.

## IX. Projects Leading to Regional Assets

### ▪ Capital Support for Water Quality Improvements (PFAS AND HARD WATER)

#### *Background*

Brooklyn Park is the 6<sup>th</sup> largest city in Minnesota with over 86,000 residents. The city's water is sourced through a shallow aquifer that is some of the hardest water in the metro area and recently has been found to contain per-and polyfluoroalkyl substances (PFAS). This hard water and PFAS containing water causes significant issues within our community. Hard water requires residents to have home water softening units. Unfortunately, many of our low-income residents cannot afford to install these systems in their homes. By not having water softening units in their homes, the hard water prematurely degrades appliances like water heaters, dish washers, and leads to buildup in the internal piping of homes. Having to replace these appliances causes significant financial strain on our residents. Providing a city-wide softening plant will dramatically improve the water quality going to homes, reduce damage to piping and appliances, and eliminates the need for home water softening equipment. Potential treatment for PFAS in our water supply could cost upwards of \$70 million to construct and millions more per year to operate.

#### *Position*

The state has historically supported water treatment because it directly benefits low-income residents and improves the lives of our community. Brooklyn Park will explore all state and federal funding to support this important development.

### ▪ Zanewood Teen Center Expansion

#### *Background*

Constructed 2003, the existing Zanewood Recreation Center can no longer physically support the robust portfolio of programs and respond to the current community need for access to high quality youth, teen and young adult programs, recreation activities, youth and family events, art and wellness programs, intervention and other wrap around youth service opportunities. The City of Brooklyn Park is seeking \$4 million in state funds to design, construct and furnish the renovation and expansion of the Zanewood Recreation Center to expand program and workforce development opportunities for young people and families in Brooklyn Park, Brooklyn Center, north Minneapolis and surrounding communities.

#### *Position*

Request \$4 million in state bonding funds to support the renovation and expansion of the Zanewood Recreation Center to better serve young people and families in Brooklyn Park.

### ▪ Community Activity Center Enhancements

#### *Background*

The Brooklyn Park Community Activity Center was originally built in 1983 to serve the northwest suburbs as a hub for hockey and banquet/meeting activities. Over the years, the need for recreation amenities in the area has shifted from hockey to

filling the gap in space for indoor court activities like basketball, volleyball and pickleball. The City of Brooklyn Park is considering the possibility of converting one ice arena to a gymnasium with three multi-sport courts. The addition of gymnasium would further diversify the Community Activity Center as a regional destination for sports and meetings. In 2023, the Minnesota Legislature provided \$5M for the ice rink conversion project. The City Council is currently weighing multiple options for improvements at the Community Activity Center and would like to amend the 2023 approved language to provide additional flexibility in how the \$5M provided could be used.

*Position*

Request to amend the language to provide additional flexibility in the \$5M already approved by the 2023 Legislature for expansion of the Community Activity Center to include basketball, volleyball and pickle ball.

- **Capital Support for Water Quality Improvements**

*Background*

Brooklyn Park has over 1,000 acres of land ready for development in the northwest part of the city. This area is one of the last green field development sites in the metropolitan area. The development of this area will create thousands of jobs, provide additional housing, and increase the tax base for one of the most diverse communities in the state of Minnesota. To begin development, the city needs to extend two connections under TH 169, one connection under Highway 610, and install a new water tower. To install all of this infrastructure, it would require significant increases in rates to all of our residents, many of whom are low income. State bonding to help cover some of these expenses will create jobs, reduce the impact to our residents, and increase the tax base in this area. The increased tax base and jobs will directly benefit the State of Minnesota as well.

*Position*

The state has historically supported infrastructure expansion because it directly benefits the tax base, increases jobs, and benefits the region as a whole. Brooklyn Park will explore all state and federal funding to support this important development.

- **Capital Support for Fencing Consortium**

*Background*

Over 30 public entities, including Brooklyn Park, have agreed to form a Fencing Consortium Joint Powers Agreement. The intent of the Fencing Consortium is to provide anti-scale fencing within hours, not days, around potentially impacted government building(s) in response to a critical incident. The goal of the anti-scale fencing is to de-escalate the potential tensions and try to reduce/eliminate the non-tangibles associated with civil unrest

*Position*

State funding to support this multi-agency emergency response and training effort will result in the purchase of anti-scale fencing which will not only considerably reduce the on-going cost to Brooklyn Park and Fencing Consortium members

(improving equitable access to this de-escalation tool), but also allow for multiple facilities to have fencing at the same time.

## X. Local Control

- Retail Food Licensing and Inspection – Support continued retail food licensing and inspection delegation to cities and counties from the Minnesota Department of Agriculture (MDA) under a new agreement that builds a better local-state partnership. Related, we encourage the Minnesota Departments of Agriculture and Health to consolidate and simplify retail food establishment licensing to increase efficiency.

## XI. Home Owners Associations

- Home Owners Association (HOA) Reform

### *Background*

Brooklyn Park is home to a significant number of home owner associations (HOAs). In recent years, there have been a growing number of complaints reported to City officials regarding disputes between HOAs and residents within HOAs. Examples of issues that have arisen include lack of transparency by HOAs to using HOA by-laws in punitive and manipulative ways. Local government has minimal ability to resolve many of the disputes that arise given the laws that govern HOAs are established by the State of Minnesota.

### *Position*

Brooklyn Park recommends changes in laws that govern HOA that provide more protections for the residents of HOAs, greater transparency requirements for the HOAs to residents, and improved pathways to resolve disputes that arise between HOAs and their residents. Additionally, the state should provide resources and technical assistance when homeowners have conflicts with HOA boards.

## XII. Other areas of support

- Poverty – Brooklyn Park and a growing number of other suburbs have an expanding share of the metropolitan area's residents living in poverty. Historically, state recognition and resources to address poverty have been focused on Minneapolis and St. Paul. Recognition and resources to combat poverty should be focused on all concentrated areas of poverty, not just in the urban core.
- Active and Engaged Seniors – Brooklyn Park strives to be an age-friendly community for all our residents. We support resources and services that support our aging residents, especially those that are often hard to connect with, supporting their ability to thrive and live healthy and productive lives. Of particular note is the need for additional mobility and transit services.
- Affordable access to Broadband Internet Services – Brooklyn Park supports the state and federal efforts that encourages private and public investments making broadband internet accessible and available to all residents.

- Clean Energy and Addressing Climate Change - Locally and globally, we are seeing the negative impacts of climate change on our built and natural systems. Brooklyn Park has been a leader in addressing these impacts through efforts such as the installation of the largest city-led solar installation in the state. Brooklyn Park supports efforts to reduce the impacts of climate change and provide the resources and supports at the state, local and individual levels to continue making strides that will slow and hopefully reduce the impact of climate change.
- Emergency Assistance – The state needs to review the criteria for when resources can be distributed for individuals that are in need of emergency assistance.
- Policy Partners – Brooklyn Park’s partner organizations have advanced several additional legislative proposals that would enhance the livability, economic vitality, and financial condition of the city. While not identified as the city’s top priorities, Brooklyn Park may support these initiatives as well.

## Partners

- Metro Cities
- League of Minnesota Cities
- North Metro Mayors Association

## **2023 Legislative Policy Positions**

### ***Brooklyn Park Economic Development Authority***

#### **Overview**

The Brooklyn Park Economic Development Authority (EDA) supports many of the legislative policies of its partner organizations, including policies that help the City manage through difficult times and improve livability in the community.

For 2024, the Brooklyn Park EDA is focusing on investments to attract development and tax base growth, housing funding, small business supports, and shifting economic development and housing efforts towards reducing racial wage, wealth, and employment gaps among black, indigenous, and people of color (BIPOC) populations within the city and the region.

#### **I. Development and Tax Base Growth**

- Development and Tax Base Growth

The City strives to ensure the development of vacant and under-utilized parcels brings tax base growth that allows the city to sustain quality of life and city services while improving regional equity. State resources are needed to assist in attracting this desired and needed development, which would include higher densities that support economic vitality and community amenities.

*Position*

- Approve special adjustments to TIF regulations that will provide for increased resources in three critical development area – Village Creek, Oak Grove and Zane, and along the BLRT corridor
- Invest in the proposed Brooklyn Park Bio-Tech Innovation District concept
- Stable and secure funding sources for economic development are critical to the community’s long-term success. The State should support economic development funding and continue to enhance local development tools.
- Increase resources for the Mainstreet Program and modify the program to include acquisition as an eligible use, remove funding cap and reduce match, and allow cities to participate.
- Increase strategies and financial resources to support anti-displacement of small businesses
- Continue competitive funding for the Minnesota Investment Fund and the Job Creation Fund, including focus on local hiring and hiring of BIPOC.
- No changes that would further restrict the use of Tax Increment Financing (TIF) to accomplish the community’s development/redevelopment objectives.
- Changes to the TIF statute that treat energy efficient and/or alternate energy technologies, sustainable site design and other “green” development alternatives as qualified development costs.
- The extension, clarification, and broadening of the Opportunity Zone and New Markets Tax Credit programs to further encourage and incentivize investment in these areas.
- Change to the TIF statute to allow use for re-habilitation of existing buildings and

- other displacement prevention initiatives.
- Change to the Minnesota Department of Employment and Economic Development (DEED) Workforce Development Fund and associated programs to focus on employer engagement and workforce development strategies that specifically seek to close the wage and employment gap for communities of color.
- Change to DEED programs that provides appropriate training for employers to increase their cultural competency and encourages employers to be employers of choice for BIPOC.

## II. Neighborhood Vitality

Aging housing and infrastructure in areas with declining private investment strains local government resources and threatens to destabilize neighborhoods. The State of Minnesota needs to continue to take actions that provide the tools necessary to manage areas of disinvestment. While this problem requires additional resources, the State can take policy actions to alleviate some of the local impacts without stressing the State's budget.

### *Position*

- Increase flexibility of Tax Increment Financing (TIF) pooling for specialized uses, such as housing rehabilitation.
- Eliminate regulatory language that creates barriers to using the funds to reinvest in areas of disinvestment.
- Secure state and federal resources and provide financing tools for cities to help pay for costs associated with neighborhood reinvestment.

## III. Economic Inclusion

The City is committed to advancing policies and programs that specifically advance populations who have historically had unequal access to the economic benefits and opportunities in our community. The State of Minnesota should support efforts to acknowledge this unequal access and reverse it. Specifically, the following policies should be considered:

### *Position*

- Support anti-displacement investments and initiatives for the BLRT project to prevent direct displacement as well as economic displacement of lower income community members and cultural communities (see the attached coordinated proposal)
- Add Brooklyn Park as an eligible area in the Promise Act legislation, which would open up funding for grants and/or loans to businesses, non-profit organizations, and developers in communities that have been adversely affected by structural racial discrimination, civil unrest, lack of access to capital, a loss of population or an aging population, or a lack of regional economic diversification.
- Support for BIPOC and local community members to become developers to keep and grow wealth in the community, preferencing local and BIPOC developers in funding formulas for development subsidy programs
- Support for BIPOC and local community members to access financing to purchase and improve residential and commercial investment properties in their community, similar to the NEON Commercial Loan Program in North

#### Minneapolis

- Create more protections for tenants within commercial properties, with a focus on small lower-income businesses who are at greater risk of displacement.
- Requirements in state economic development subsidy programs for local and BIPOC hiring Increase workforce training funding options for local solutions including state funding for youth and adult workforce development programs with a priority on high unemployment census tracts.
- Continue funding for the Job Skills Partnership, DEED youth and adult workforce programs, youth employment programs and other workforce training programs administered by the state that led to jobs that provide a living wage and benefits and help address racial disparity gaps in employment and educational attainment.
- Establish innovative workforce programs and partnerships that foster workforce readiness, including state funding for youth and adult programs, the Minnesota State University System, and DEED Workforce Centers and its programs.
- Create a payroll tax credit for job training programs that invest in employees.

### IV. Improved Multi-Modal Transportation Access and Mobility

Capturing the full economic development potential of new development and redevelopment in Brooklyn Park requires improved transportation investments in the region. Mobility is a major barrier to access to opportunities for many of our residents.

#### *Position*

- *Provide State resources to leverage the federal funding for the METRO Blue Line Extension LRT (BLRT) project, which will bring five LRT stations to Brooklyn Park.*
- *Increase funding and maximum grant award amount for the Transportation Economic Development (TED) Program or similar programs to support strategic infrastructure investments that promote economic development.*
- *Add east-west bus connections and suburban circulator routes for better transit mobility.*
- *Increase funding for regional and local trail connections, especially in aging neighborhoods that lack connectivity, to improve pedestrian and bike connections within and across communities.*

### V. Support Career Pathways in High Demand, High Wage Professions

Brooklyn Park promotes the growth of the manufacturing, IT, and healthcare sectors within the community and throughout the state. These sectors provide an excellent opportunity for future economic growth and employment and should continue to be supported. Brooklyn Park supports programs that provide incentives for business to expand and continue to contribute toward increasing economic competitiveness for the state.

#### *Position*

- Continue and expand investment tax credits and other tax incentives for investing in the life science, medical device, and precision manufacturing, healthcare, and IT industries.

- Continue and expand venture capital funding pools for emerging companies.
- Modify Tax Increment Financing (TIF) pooling uses to support manufacturing, IT, and healthcare investments in communities with high poverty and/or unemployment

## VI. Affordable Housing

Housing affordability and stability is a growing concern within the community, especially at the 30% Area Median Income (AMI) level. With the rising cost of housing, many of our residents are priced out or housing cost burdened. In addition, efforts need to be focused on reducing racial disparities in homeownership and housing cost burdens. More resources for getting pipelined affordable and attainable housing projects in the suburbs approved is critical in furthering opportunities and access to suburban communities for low- and moderate-income households.

### *Position*

- Policy that results in better oversight of Homeowners' Associations.
- Reduce barriers to and promote fair housing and equal opportunity.
- Increase tax-exempt bond allocation to maximize and expand the development of affordable housing opportunities within the pipelined affordable housing projects in the suburbs.
- Increase investment in the preservation of Naturally Occurring Affordable Housing through re-habilitation and long-term affordability programs, including expansion of TIF for this purpose.
- Consider a statewide mixed- income housing policy to increase the number and dispersion of affordable housing in the state and provide resources through Minnesota Housing to develop such housing.
- Expand the project-based Housing Choice Voucher program regionally to support 30% AMI housing.
- Expand TIF to allow use for 30% AMI housing at a smaller percentage than the 20 percent of each project (i.e., 10% affordable at 30% AMI being eligible)
- Consider "just cause" eviction changes at state level
- Increase resources for programs and services for people experiencing homelessness

## 2024 Policy Partners

- Metro Cities
- League of Minnesota Cities
- Economic Development Association of Minnesota
- Urban Land Institute Minnesota
- Minnesota Housing Partnership
- National Association of Housing and Redevelopment Officials
- Minnesota Chapter of the American Planning Association
- Mpls Regional Chamber
- North Metro Mayors
- Connect Blue Line Now Coalition! and Blue Line Coalition
- Center for Economic Inclusion

- Center for Urban and Regional Affairs at the University of Minnesota

# 2024 Federal Legislative Priorities and Positions

## *City of Brooklyn Park*

### **Overview**

Brooklyn Park works together with its partners to support proposals for new legislation in Washington DC designed to strengthen the community. The following list of federal priorities and positions constitute Brooklyn Park's federal agenda for 2023.

### **I. Permanent Residency for Liberians in a DED and TPS Status**

#### *Background*

Many Brooklyn Park residents immigrated from Liberia and were given a temporary protected status (TPS) when they originally moved to the United States. This legal residency status has been extended several times since 2007.

#### *Position*

The City supports continued efforts to assist Liberians and other residents on their pathway to citizenship.

### **II. Blue Line Light Rail Transit**

#### *Background*

The Blue Line Light Rail Transit (BLRT) Extension Project will extend the existing light rail line from Target Field in Minneapolis through four communities (Minneapolis, Robbinsdale, Crystal and Brooklyn Park) to Oak Grove Parkway, locating five stations in Brooklyn Park. Bringing LRT to the northwest suburbs will improve mobility and access to jobs and will ensure the northwest portion of the region remains competitive.

#### *Position*

The City of Brooklyn Park supports policies, laws, and funding (federal, state, regional and local) to finalize planning and move to the construction and operation phases of the BLRT extension project.

### **III. Housing Policy and Resources**

#### *Background*

Access to quality affordable housing is a growing problem in the nation impacting the stability of families in Brooklyn Park. Federal housing policies have a huge impact on the availability of affordable housing through programs and funding mechanisms that

impact housing construction, housing rehabilitation, and homeowner lending. Data show households of color experience significantly lower homeownership rates and have more difficulties in finding quality affordable rental housing.

*Position*

The City supports programs and policies that improve the availability of quality affordable homeownership and rental housing, including reducing racial disparities in housing. For example, the Section 8 voucher program needs additional resources.

Attachments:

- A) Proposal for coordinated legislative strategy/advocacy

# City of Brooklyn Park Request for Council Action

|                        |   |                                |                            |
|------------------------|---|--------------------------------|----------------------------|
| <b>Agenda Item:</b>    | 8.2   | <b>Meeting Date:</b>           | December 2, 2024           |
| <b>Agenda Section:</b> | Discussion  | <b>Originating Department:</b> | Administration             |
| <b>Resolution:</b>     | N/A   | <b>Prepared By:</b>            | Jay Stroebel, City Manager |
| <b>Ordinance:</b>      | N/A   |                                |                            |
| <b>Attachments:</b>    | 2   | <b>Presented By:</b>           | Hollies Winston, Mayor     |
| <b>Item:</b>           | Discussion Related to Changes to the Elected Officials Rules of Procedures and Code of Conduct to Establish Guidelines for Attendance by Interactive Technology |                                |                            |

## City Manager's Proposed Action:

Discussion relating to further changes to the Elected Officials Rules of Procedures and Code of Conduct to Establish Guidelines for Attendance by Interactive Technology

## Overview:

The City Manager was requested to draft a Remote Attendance Policy based on the direction of Council. The City seeks to ensure that the use of interactive technology to conduct City business is done in accordance with applicable laws and regulations.

At the July 22, 2024 City Council meeting, the Council adopted Resolution 2024-107 authorizing changes to the Elected Officials Rules of Procedures and Code of Conduct to establish guidelines for attendance by interactive technology under Section 2. Rules of Procedures.

At the October 7, 2024 Work Session, Council Members expressed interest in further updates to the Rules and Procedures to allow Councilmembers to participate remotely because of their safety concerns regarding the Council Chambers during meetings.

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

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

## Attachments:

- 8.2A RESOLUTION 2024-107 ADOPTED ON JULY 22, 2024
- 8.2B REMOTE ATTENDANCE POLICY WITH DRAFT CHANGES

RESOLUTION #2024-107

RESOLUTION AUTHORIZING CHANGES TO THE BROOKLYN PARK ELECTED OFFICIALS  
RULES OF PROCEDURES AND CODE OF CONDUCT TO ESTABLISH GUIDELINES FOR  
ATTENDANCE BY INTERACTIVE TECHNOLOGY  
UNDER SECTION 2. RULES OF PROCEDURES

Whereas, the City Council of Brooklyn Park wishes to adopt a policy to establish guidelines for City Councilmembers to attend public meetings using interactive technology; and

Whereas, the City Council recognizes that from time to time, individual Councilmembers may have circumstances that prevent them from being physically present at meetings; and

Whereas, the City Manager was requested to draft an interactive technology meeting attendance policy (Exhibit A) based upon request of Councilmembers; and

Whereas, the City Council has determined that attendance at Council meetings by use of interactive technology can interfere with the efficiency of Council meeting; and

Whereas, the City Council has determined that attendance at Council meetings by interactive technology was intended to be used only on an infrequent basis and only when a Council Member is not otherwise available to physically attend a Council meeting; and

Whereas, the City Council finds that adoption of the policy to establish guidelines for attendance via interactive technology by City Councilmembers is in the best interest of the City.

NOW THEREFORE, BE IT RESOLVED by the City Council of Brooklyn Park to authorize changes to the Brooklyn Park Elected Officials Rules of Procedures and Code of Conduct, Section 2. Rules of Procedures, to establish guidelines for remote attendance and hereby adopts the Interactive Technology Meeting Attendance Policy attached hereto as Exhibit A.

The foregoing resolution was introduced by Council Member Lee and duly seconded by Council Member Eriksen.

The following voted in favor of the resolution: Lee, McGarvey, Eriksen, and Winston.

The following voted against: None.

The following were absent: Klonowski, Morson and Tran.

Where upon the resolution was adopted.

ADOPTED: July 22, 2024

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HOLLIES WINSTON, MAYOR



## **Exhibit A**

### **City of Brooklyn Park Interactive Technology Attendance Policy**

This policy addresses attendance by Councilmembers at City Council Meetings using interactive technology.

A Councilmember seeking to attend a Council meeting using interactive technology must submit a request to do so in writing to the City Manager or City Clerk no later than noon on the Friday prior to the meeting. The request must contain the location and address from which the Councilmember will be attending the meeting.

The Councilmember's location must be open and accessible to the public.

The Councilmember attending through interactive technology must be plainly visible via video.

Members of the public present at the regular meeting location of the City Council must be able to hear and see all discussion, testimony and votes from remote participants.

All votes are conducted by roll call so each member's vote can be identified and recorded.

Each Councilmember may attend Council meetings by interactive technology means no more than three times per calendar quarter and no more than six times per calendar year. This limitation does not apply if:

1. A Councilmember is serving in the military and is attending a required drill, deployment, or is on active duty;
2. A Councilmember has been advised by a health care professional against being in a public place for personal or family medical reasons; or
3. A Councilmember is unable to personally attend a Council meeting in order to care for a family member.

## **City of Brooklyn Park Interactive Technology Attendance Policy**

Underlined text is proposed to be added

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4. The Council determines that a Councilmember should meet remotely for the safety of an individual Councilmember or while considering the safety of the Council Chambers as a whole.
5. The City Council may grant exceptions to this policy when a council member demonstrates a valid reason for not attending council meetings in person.