

Monday, April 14, 2025

6:00 p.m.

(Following the Board of Appeal and Equalization Meeting)

Brooklyn Park Council Chambers

5200 85th Avenue North

REGULAR CITY COUNCIL MEETING – AGENDA #14

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

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

I. ORGANIZATIONAL BUSINESS

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

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

2A. RESPONSE TO PRIOR PUBLIC COMMENT

2B. PUBLIC COMMENT

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

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

3B.1 Presentation of Police Department Community Awards

3B.2 Mayor's Proclamation Declaring May 3, 2025 as "Arbor Day" and the Month of May as "Arbor Month" in the City of Brooklyn Park

A. PROCLAMATION

3B.3 Budget Advisory Commission 2025 Workplan

A. WORKPLAN

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 Authorize the Renewal of the Microsoft Enterprise Agreement

A. RESOLUTION

B. QUOTE

4.2 Approve Revocation and Designation of Selected Municipal State Aid Streets

A. RESOLUTION

B. LOCATION MAP

4.3 Chapter 103 Ordinance Amendment – MN State Plumbing Code

A. ORDINANCE

4.4 Approve Professional Services Agreement with Rum River Consultants LLC for Plumbing, Building Review and Inspection Services

A. CONTRACT

B. RESOLUTION

4.5 Intoxicating Liquors Ordinance Amendment

A. ORDINANCE

B. IMMIGRATION POLICY

- 4.6 DEV24-102 Amendment: Summary of Ordinance
 - A. SUMMARY OF ORDINANCE
- 4.7 Joint Powers Agreement Regarding the Minnesota Human Trafficking Investigators Task Force
 - A. RESOLUTION
 - B. AGREEMENT
- 4.8 Approve a Subgrant Agreement with Hennepin County for Justice Assistance Grant (JAG) Funding
 - A. RESOLUTION
 - B. AGREEMENT
- 4.9 Approving Adjusting Levy 25126 to Correct a Missorted File Submission to the County and to Align with Resolution 2024-168
 - A. RESOLUTION
 - B. AMENDED TAX CERTIFICATION ROLL
- 4.10 Approval of Minutes
 - A. REGULAR CITY COUNCIL MEETING MINUTES, JANUARY 27, 2025
 - B. REGULAR CITY COUNCIL MEETING MINUTES, FEBRUARY 10, 2025
 - C. REGULAR CITY COUNCIL WORK SESSION MINUTES, MARCH 17, 2025
 - D. SPECIAL CITY COUNCIL MEETING MINUTES, MARCH 24, 2025
 - E. REGULAR CITY COUNCIL MEETING MINUTES, MARCH 24, 2025

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 Approve an On-Sale Intoxicating Liquor License for Si Senor Kitchen LLC, Doing Business as Si Senor Kitchen, Located at 8582 Edinburgh Center Drive N. Contingent on Completion of all Remaining Fire Code Issues
 - A. LIQUOR LICENSE LIST

6. LAND USE ACTIONS

None

7. GENERAL ACTION ITEMS

- 7.1 Alternate Council Liaison Charter Commission

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 Reimagining Public Safety

IV. VERBAL REPORTS AND ANNOUNCEMENTS

9A. COUNCIL MEMBER REPORTS AND ANNOUNCEMENTS

9B. CITY MANAGER REPORTS AND ANNOUNCEMENTS

V. ADJOURNMENT

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

City of Brooklyn Park Request for Council Action

Agenda Item:	3B.1	Meeting Date:	April 14, 2025
Agenda Section:	Public Presentations/ Proclamations/Receipt of General Communications	Originating Department:	Police
Resolution:	N/A	Prepared By:	Stephanie Heiberger, Administrative Assistant
Ordinance:	N/A		
Attachments:	N/A	Presented By:	Chief Mark Bruley
Item:	Presentation of Police Department Community Awards		

City Manager's Proposed Action:

Police Department Community Awards recognizing Jeffrey Vang, Joseph Vang, Brenda Kennelly and Monica Habia.

Overview:

Those who live in, work in, and spend time in the City of Brooklyn Park play essential roles in helping the Police Department address crime and livability in the community. For a number of years, the Police Department has recognized these community members in award ceremonies.

The purpose of this agenda item is to publicly recognize Jeffrey Vang and Joseph Vang for their actions on September 3, 2024, and to recognize Brenda Kennelly and Monica Habia for their continued commitment to the City of Brooklyn Park.

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues: N/A

Attachments: N/A

City of Brooklyn Park Request for Council Action

Agenda Item:	3B.2	Meeting Date:	April 14, 2025
Agenda Section:	Public Presentations/ Proclamations/Receipt of General Communications	Originating Department:	Administration Operations and Maintenance
Resolution:	N/A	Prepared By:	Devin Montero, City Clerk Greg Hoag, Manager Park and Building Maintenance Manager
Ordinance:	N/A		
Attachments:	1	Presented By:	Hollies Winston, Mayor
Item:	Mayor's Proclamation Declaring May 3, 2025 as "Arbor Day" and the Month of May as "Arbor Month" in the City of Brooklyn Park		

City Manager's Proposed Action:

The Mayor shall proclaim May 3, 2025 as "Arbor Day" and the Month of May as "Arbor Month" in the City of Brooklyn Park by one of the following:

1. "I, Hollies Winston, Mayor of the City of Brooklyn Park, Minnesota, do hereby proclaim May 3, 2025 as "Arbor Day" and the Month of May as "Arbor Month" in the City of Brooklyn Park."

OR

2. By reading the proclamation.

Overview:

In April and May, communities throughout the United States will celebrate the importance of trees to our landscape, community aesthetics and environmental health by hosting Arbor Day Celebrations. This year's national celebration is on Friday, April 25.

In 2005, and again in 2013, many trees in Brooklyn Park were lost to storms and disease which led the city to promote replanting and re-growth through the annual sale of bare-root trees at a reduced cost. Currently Emerald Ash Borer will take many ash trees from the landscape. This year's sale will take place on May 3. Our residents and the entire community benefit from buying and planting these trees in their own yards.

A formal Arbor Day observance and proclamation is one of the requirements for designating the City of Brooklyn Park as a Tree City USA by the National Arbor Day Foundation.

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues: N/A

Attachments:

3B.2A PROCLAMATION

PROCLAMATION

DECLARING MAY 3, 2025 AS "ARBOR DAY" AND THE MONTH OF MAY AS "ARBOR MONTH" IN THE CITY OF BROOKLYN PARK

WHEREAS, In 2025 in the United States, Arbor Day will be celebrated on April 25; and

WHEREAS, Brooklyn Park will be celebrating Arbor Day by having its annual tree sale on May 3; and

WHEREAS, Arbor Day reminds us all of the significance of trees and forests, acknowledging their role in the economy, culture, history and future of our communities; and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and

WHEREAS, the health and longevity of Minnesota's trees are being affected by changing temperatures and precipitation, more extreme weather events, and increasing pressure from pests, diseases, and invasive species; and

WHEREAS, Minnesota is at risk to lose over one billion ash trees due to emerald ash borer; and

WHEREAS, a healthy tree canopy decreases temperatures along streets providing cooler spaces in the summertime for recreation and commerce; and

WHEREAS, careful management of our trees and forests protects drinking water and reduces the cost of water treatment; and

WHEREAS, planting and maintaining trees is a natural and easy way to keep our water clean.

NOW, THEREFORE, I, Hollies Winston, Mayor of the City of Brooklyn Park, Minnesota, do hereby proclaim May 3, 2025, as "Arbor Day" and the month of May as "Arbor Month" in Brooklyn Park.

BE IT FURTHER RESOLVED that the Mayor and Council Members urge residents to become more aware of the importance of trees to the well-being of their neighborhoods.

Hollies Winston, Mayor



5200 85th Avenue North
Brooklyn Park, MN 55443

City of Brooklyn Park Request for Council Action

Agenda Item:	3B.3	Meeting Date:	April 14, 2025
Agenda Section:	Public Presentations/ Proclamations/Receipt of General Communications	Originating Department:	Finance
Resolution:	N/A	Prepared By:	Molly Lopez, Assistant Finance Director
Ordinance:	N/A		
Attachments:	1	Presented By:	Henry Blake, BAC Chair William Petty, BAC Vice Chair
Item:	Budget Advisory Commission 2025 Workplan		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO ACCEPT THE BUDGET ADVISORY COMMISSION 2025 WORKPLAN.

Overview:

Chair Henry Blake, and Vice Chair William Petty of the Budget Advisory Commission will present the Budget Advisory Commission 2025 workplan.

The Budget Advisory Commission is required to submit and have accepted by Council written and verbal reports consisting of a review of work from the previous year and the proposed workplan for the current year.

The Commission consists of the following members as of April 1, 2025: Chair Henry Blake, Vice Chair William Petty, Nahashon Mobisa, Amy Meuers, Erica Walker, Farquema Cokie, Michael Mattox, and Patrina Green.

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues: N/A

Attachments:

3B.3A WORKPLAN

2025 FINAL Workplan | Budget Advisory Commission (BAC)

Time frame	Project or Task(s)	BP2025	Purpose (see next page for info)	Outcome (fill in after completed)
Regular January 1/28/25	Member introductions Election of Officers Annual Bylaw Review Develop Workplan for 2025	<input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input checked="" type="checkbox"/> 6	<input type="checkbox"/> Report/Comment <input type="checkbox"/> Recommend <input type="checkbox"/> Act Initiated by: <input type="checkbox"/> Commission <input type="checkbox"/> Council <input type="checkbox"/> City Manager	
Regular February 2/25/25	Finalize workplan for 2025 Assign Committee Members for 2025 - Determine what topics committees (task force) will cover & who will be on each committee	<input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input checked="" type="checkbox"/> 6	<input checked="" type="checkbox"/> Report/Comment <input type="checkbox"/> Recommend <input type="checkbox"/> Act Initiated by: <input type="checkbox"/> Commission <input type="checkbox"/> Council <input type="checkbox"/> City Manager	<u>Current 2024 Committees:</u> Sales Tax Employee Retention Report Benefit Fund
Regular March 3/25/25	Develop template & questions for departments to use for Budget presentations to the BAC. (3 metrics per dept)	<input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input checked="" type="checkbox"/> 6	<input type="checkbox"/> Report/Comment <input type="checkbox"/> Recommend <input type="checkbox"/> Act Initiated by: <input type="checkbox"/> Commission <input type="checkbox"/> Council <input type="checkbox"/> City Manager	
Special April 2 5:45-8:30pm	<u>BP New Commissioner Orientation</u> Optional for existing Commissioners, required for new Commissioners	<input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input checked="" type="checkbox"/> 6	<input type="checkbox"/> Report/Comment <input type="checkbox"/> Recommend <input type="checkbox"/> Act Initiated by: <input type="checkbox"/> Commission <input type="checkbox"/> Council <input type="checkbox"/> City Manager	<ul style="list-style-type: none"> Meet in Council Chambers Dinner/Presentations/Meeting
Special 4/14/25 6:00 pm	<u>City Council Meeting</u> Present Final Workplan to Council (Chair/Vice Chair)	<input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input type="checkbox"/> 5 <input checked="" type="checkbox"/> 6	<input type="checkbox"/> Report/Comment <input type="checkbox"/> Recommend <input type="checkbox"/> Act Initiated by: <input type="checkbox"/> Commission <input type="checkbox"/> Council <input type="checkbox"/> City Manager	<ul style="list-style-type: none"> Blake & Petty to present, other commissioners should also attend if available
Regular April 4/22/25	<u>New Chairs begin Assignments</u> Zach Kramka – BP Comm. Goals Jay Stroebel to submit information to BAC Continue work on template & questions for departments to use for Budget presentations to the BAC. (3 metrics per dept)	<input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input checked="" type="checkbox"/> 6	<input type="checkbox"/> Report/Comment <input type="checkbox"/> Recommend <input type="checkbox"/> Act Initiated by: <input type="checkbox"/> Commission <input type="checkbox"/> Council <input checked="" type="checkbox"/> City Manager	<ul style="list-style-type: none"> Create templates based on feedback from Council Jay and Zach will be in attendance
Regular May 5/20/25 New Date	Tim Gladhill – EDA Presentation (Regular and Bio Tech) Sarah Kraabel - HR Presentation re: Staff Retention Task Force Scope/Plan of Action	<input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input checked="" type="checkbox"/> 6	<input type="checkbox"/> Report/Comment <input type="checkbox"/> Recommend <input type="checkbox"/> Act Initiated by: <input type="checkbox"/> Commission <input type="checkbox"/> Council <input type="checkbox"/> City Manager	<ul style="list-style-type: none"> Staff send invitations to Department Heads for presentations
Regular June 6/24/25	Revenue meeting - Guiding principles and assumptions Task Force Committee Check-in	<input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input checked="" type="checkbox"/> 6	<input type="checkbox"/> Report/Comment <input type="checkbox"/> Recommend <input type="checkbox"/> Act Initiated by: <input checked="" type="checkbox"/> Commission <input type="checkbox"/> Council <input type="checkbox"/> City Manager	

2025 FINAL Workplan | Budget Advisory Commission (BAC)

Regular August 8/26/25	BP Community Goals Presentation All Departments submit presentations by Aug Task Force Committee Reports External Audit Findings (by Director Green)	<input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 5	<input type="checkbox"/> 2 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 6	<input type="checkbox"/> Report/Comment <input type="checkbox"/> Recommend <input type="checkbox"/> Act Initiated by: <input checked="" type="checkbox"/> Commission <input type="checkbox"/> Council <input type="checkbox"/> City Manager	
CLIC September 09/11	Joint meeting with Capital Long Range Improvement Commission (CLIC)	<input type="checkbox"/> 1 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 5	<input type="checkbox"/> 2 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 6	<input type="checkbox"/> Report/Comment <input type="checkbox"/> Recommend <input type="checkbox"/> Act Initiated by: <input type="checkbox"/> Commission <input type="checkbox"/> Council <input type="checkbox"/> City Manager	• Joint meeting with CLIC 9/11 at 6:00 pm (Date/Time tentative) per Mitch R
September Meeting #1 TBD	<u>Department Presentations:</u> Review Recreation and Park Budget Review Fire Budget Review Police Budget	<input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 5	<input type="checkbox"/> 2 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 6	<input type="checkbox"/> Report/Comment <input type="checkbox"/> Recommend <input type="checkbox"/> Act Initiated by: <input type="checkbox"/> Commission <input type="checkbox"/> Council <input type="checkbox"/> City Manager	• Special Meeting added for department presentations
September Meeting #2 TBD	<u>Department Presentations:</u> Review Operations & Maintenance Budget Review Administrative Budget Review Finance Budget Review Community Development Budget	<input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 5	<input type="checkbox"/> 2 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 6	<input type="checkbox"/> Report/Comment <input type="checkbox"/> Recommend <input type="checkbox"/> Act Initiated by: 1. Commission <input type="checkbox"/> Council <input type="checkbox"/> City Manager	• Special Meeting added for department presentations
Regular September 9/23/25	Review City Manager's Council Present & Budget Recommendations for Levy Maximum Draft Council Presentation Committee Reports	<input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 5	<input type="checkbox"/> 2 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 6	<input type="checkbox"/> Report/Comment <input type="checkbox"/> Recommend <input type="checkbox"/> Act Initiated by: <input type="checkbox"/> Commission <input type="checkbox"/> Council <input type="checkbox"/> City Manager	
Special October 10/14	Review City Manager's Council Present & Budget Recommendations for Levy Maximum Finalize & Send Council Presentation to Council Committee Reports Shared w/Commission	<input type="checkbox"/> 1 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 5	<input type="checkbox"/> 2 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 6	<input type="checkbox"/> Report/Comment <input checked="" type="checkbox"/> Recommend <input type="checkbox"/> Act Initiated by: <input type="checkbox"/> Commission <input type="checkbox"/> Council <input type="checkbox"/> City Manager	• Special Meeting to finalize Council Presentation & send for feedback prior to November meeting (before 10/28 BAC)
Regular October 10/28/25	Review, answer questions and finalize presentation for Final Report to Council	<input checked="" type="checkbox"/> 1 <input type="checkbox"/> 3 <input type="checkbox"/> 5	<input type="checkbox"/> 2 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 6	<input type="checkbox"/> Report/Comment <input type="checkbox"/> Recommend <input type="checkbox"/> Act Initiated by: <input type="checkbox"/> Commission <input type="checkbox"/> Council <input type="checkbox"/> City Manager	
Council November 11/24/25	BAC Report to Council	<input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 5	<input type="checkbox"/> 2 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 6	<input type="checkbox"/> Report/Comment <input type="checkbox"/> Recommend <input type="checkbox"/> Act Initiated by: <input type="checkbox"/> Commission <input type="checkbox"/> Council <input type="checkbox"/> City Manager	• Council meeting, Chair, Vice Chair and Staff Liaison to attend
Regular November 11/25/25	Most likely canceled – final annual meeting will be the Council meeting	<input checked="" type="checkbox"/> 1 <input type="checkbox"/> 3 <input type="checkbox"/> 5	<input type="checkbox"/> 2 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 6	<input type="checkbox"/> Report/Comment <input type="checkbox"/> Recommend <input type="checkbox"/> Act Initiated by: <input type="checkbox"/> Commission <input type="checkbox"/> Council <input type="checkbox"/> City Manager	• Staff still need to post a meeting cancellation notice

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

City of Brooklyn Park Request for Council Action

Agenda Item:	4.1	Meeting Date:	April 14, 2025
Agenda Section:	Consent	Originating Department:	Finance/ITS
Resolution:	X	Prepared By:	Keith Ehrlichman, IT Manager
Ordinance:	N/A		
Attachments:	2	Presented By:	Keith Ehrlichman
Item:	Authorize the Renewal of the Microsoft Enterprise Agreement		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION #2025-____ AUTHORIZING THE RENEWAL OF THE MICROSOFT ENTERPRISE AGREEMENT FOR A THREE-YEAR TERM IN THE AMOUNT OF \$196,261.57 PER YEAR FROM INSIGHT PUBLIC SECTOR THROUGH THE NATIONAL ASSOCIATION OF STATE PROCUREMENT OFFICIALS (NASPO) PROCUREMENT PROGRAM.

Overview:

The City standardized Microsoft as our base software platform back in 2004 when we entered into an Enterprise Agreement with Microsoft. The City has been renewing the agreement since 2004 with the latest three-year renewal taking place in 2022. This request is for another three-year renewal which will cover our Microsoft needs from 2025 to 2028.

The Microsoft Enterprise Agreement offers the following benefits:

- Microsoft Server software subscription required to run our core business applications including Financials, HR/Payroll, Utility Billing, Permitting, Licensing and Police Records to name a few.
- Windows Operating System and Office Suite software subscription for all staff computers.
- Microsoft 365 hosted applications for email, Teams collaboration, Office products and data storage allowing for a more mobile and connected workforce.
- Security and Compliance Center features for litigation holds, FOIA requests, retention policies and advanced threat analytics for improved security protection.
- 24x7 technical support, planning services and technical training.
- Volume discount pricing which reduces overall Microsoft related costs.
- Fixed pricing over the term of the contract.
- Simplified license management through a single corporate account versus individual licensing.

Primary Issues/Alternatives to Consider:

This renewal promotes the City's strategic vision of moving to more cloud-based solutions, which reduces our reliance on large capital purchases. Not renewing this contract would result in an increase in licensing costs and staff hours required to maintain Microsoft licenses at an individual level.

Budgetary/Fiscal Issues:

The Microsoft Enterprise Agreement is offered to the City under the State of Minnesota's enrollment in the National Association of State Procurement Officials (NASPO) program. This program allows the City to take

advantage of pre-negotiated pricing. Funding is allocated in the 2025 technology operating budget to cover the costs of renewing the Microsoft Enterprise Agreement.

Attachments:

4.1A RESOLUTION

4.1B QUOTE

RESOLUTION #2025-

RESOLUTION AUTHORIZING THE RENEWAL OF THE MICROSOFT ENTERPRISE AGREEMENT
FOR A THREE-YEAR TERM IN THE AMOUNT OF \$196,261.57 PER YEAR FROM INSIGHT PUBLIC
SECTOR THROUGH THE NATIONAL ASSOCIATION OF STATE
PROCUREMENT OFFICIALS (NASPO) PROCUREMENT PROGRAM

WHEREAS, the City has standardized on Microsoft technologies; and

WHEREAS, the City recognizes the need to stay current on technology platforms to meet business objectives; and

WHEREAS, the City Council approved the 2025 budget with funding allocated to renew the Microsoft Enterprise Agreement; and

WHEREAS, the ITS Division recommends the renewal of the Microsoft Enterprise Agreement.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Park to authorize the renewal of the Microsoft Enterprise Agreement for a three-year term in the amount of \$196,261.57 per year from Insight Public Sector through the National Association of State Procurement Officials (NASPO) Procurement Program.



City of Brooklyn Park

Quotation: 0325-City of Brooklyn Park1-MSEA-MAR
Date: March 28, 2025
Enrollment: 76508626
Contract: CTR060025 / 222281

Part Number	Item Name	Quantity	Unit Price	Extended Price
Additional Products				
9GS-00135	CIS Suite Datacenter Core ALng SA 2L	44	\$ 183.70	\$ 8,082.80
7NQ-00292	SQL Server Standard Core ALng SA 2L	17	\$ 647.47	\$ 11,006.99

Part Number	Item Name	Quantity	Term Price	Extended Price
Enterprise Products				
AAD-34700	M365 G3 Unified FSA Renewal GCC Sub Per User	474	\$ 328.49	\$ 155,704.26
AAD-34704	M365 G3 Unified FUSL GCC Sub Per User	26	\$ 386.43	\$ 10,047.18
AAL-45735	M365 G5 GCC Sub Per User	3	\$ 611.85	\$ 1,835.55
Additional Products				
AAA-35418	Azure Monetary Commitment Provision	1	\$ -	\$ -
4ES-00001	EOA Exchange Online GCC Sub Per User	42	\$ 28.30	\$ 1,188.60
3MS-00002	Exchange Online P1 GCC SU Exchange Online Kiosk Per User	30	\$ 15.00	\$ 450.00
AAD-63092	M365 F3 Unified GCC Sub Per User	42	\$ 83.31	\$ 3,499.02
105-00001	Power Automate Premium GCC Sub Per User	1	\$ 161.01	\$ 161.01
DDJ-00001	Power BI Pro GCC Sub Per User	34	\$ 91.12	\$ 3,098.08
NYH-00001	Teams AC with Dial Out US/CA GCC Sub Add-on	542	\$ -	\$ -
HWT-00001	Visio P1 GCC Sub Per User	1	\$ 45.62	\$ 45.62
P3U-00001	Visio P2 GCC Sub Per User	3	\$ 136.86	\$ 410.58
EP2-24658	M365 Copilot GCC Sub Add-on	2	\$ 365.94	\$ 731.88

1 Year Total: \$ 196,261.57

3 Year Total: \$ 588,784.71

City of Brooklyn Park Request for Council Action

Agenda Item:	4.2	Meeting Date:	April 14, 2025
Agenda Section:	Consent	Originating Department:	Operations and Maintenance – Engineering Division
Resolution:	X	Prepared By:	Marc Culver, City Engineer
Ordinance:	N/A		
Attachments:	2	Presented By:	Marc Culver, City Engineer
Item:	Approve Revocation and Designation of Selected Municipal State Aid Streets		

City Manager’s Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION #2025-_____ APPROVING THE REVOCATIONS AND DESIGNATIONS OF MUNICIPAL STATE AID STREETS IN THE CITY OF BROOKLYN PARK.

Overview:

The City of Brooklyn Park receives annual funding (over \$3,000,000 in 2024) from the Minnesota State Aid Program for roadway construction and maintenance. The city is allowed to designate up to 20% of our municipal mileage for state aid needs. The more needs mileage you designate, the more State Aid funding you receive. The annual allotment is based on the population of the city and the amount of traffic on the designated state aid roadways. Cities with higher population and higher traffic demands on their designated mileage receive more state aid funds.

The city currently has the segments of Logan Ave (82nd Ave to 85th Ave – 0.35 miles), Sierra Parkway (Brookdale Drive to 82nd Ave – 0.63 miles) and 82nd Ave (Logan Ave to Sierra Parkway – 0.07 miles) designated as MSAS roadways. The city expects to receive additional state aid funding if we revoke these designations and instead designate Jefferson Highway (Elm Creek Boulevard to 85th Ave) as a state aid roadway. This is due to the expected larger traffic demand on the latter roadway segments.

For a large portion of the segment designated, Jefferson Highway lies on the border of Brooklyn Park and Maple Grove; the remaining length is entirely in Maple Grove. Therefore, we are working with the City of Maple Grove to jointly designate Jefferson Highway as a Municipal State Aid Route recognizing the higher volumes of traffic on this roadway. Brooklyn Park’s share of mileage to be designated is 0.30 miles.

The total revoked mileage is 1.05 miles. Due to some errors discovered in Brooklyn Park’s Municipal State Aid system, we currently have designated 0.38 miles more than we are allowed given the total mileage in the City. This combined with the 0.30 miles of designation leaves a balance of 0.37 miles of available state aid mileage that we can designate in 2026. City engineering staff recommend these state aid changes be approved to maximize the city’s state aid funding.

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues:

There are no budget impacts to the proposed changes to the Municipal State Aid system. Designating mileage on higher volume roadways such as Jefferson Highway, should lead to slightly higher State Aid distributions in the future.

Attachments:

- 4.2A RESOLUTION
- 4.2B LOCATION MAP

RESOLUTION #2025-

RESOLUTION APPROVING THE REVOCATIONS AND DESIGNATIONS OF MUNICIPAL
STATE AID STREETS
IN THE CITY OF BROOKLYN PARK

WHEREAS, it appears to the City Council of the City of Brooklyn Park that the streets described hereinafter should be revoked and others designated as Municipal State Aid Streets under the provisions of Minnesota Law.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Park, Hennepin County, Minnesota, that the streets described as follows, to-wit:

- Part of MSAS 170 Logan Avenue from 82nd Ave N to 85th Avenue North
- MSAS 168 Sierra Parkway from Brookdale Drive to 82nd Avenue North
- MSAS 169 82nd Avenue North from Logan Avenue to Sierra Parkway

be, and hereby are revoked as Municipal State Aid Streets of the City of Brooklyn Park, Hennepin County, subject to the approval of the Commissioner of Transportation of the State of Minnesota, AND

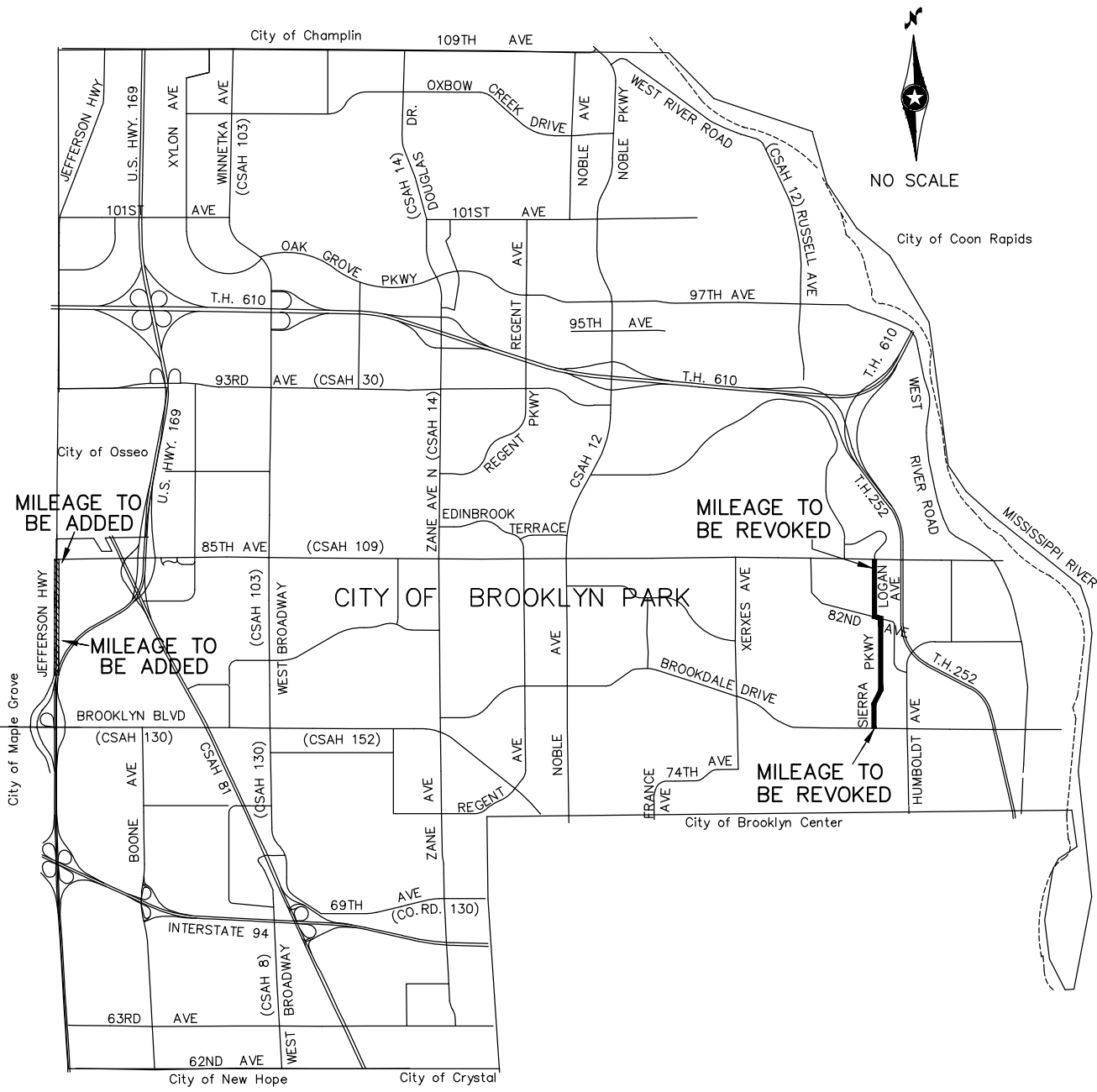
- Jefferson Highway from 0.60 miles south of 85th Avenue North to 85th Avenue North


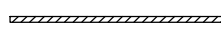
be, and hereby are established, located and designated Municipal State Aid Streets of the City of Brooklyn Park, Hennepin County, subject to the approval of the Commissioner of Transportation of the State of Minnesota.

BE IT FURTHER RESOLVED by the City Council of the City of Brooklyn Park that the City Clerk is hereby authorized and directed to forward two certified copies of this resolution to the Commissioner of Transportation for his/her consideration and that upon his/her approval of the revocation and designation of said roadway segments or portion thereof, that same designations be constructed, improved and maintained as Municipal State Aid Streets of the City of Brooklyn Park to be numbered and known as Municipal State Aid Streets as indicated.

LOCATION MAP

PROPOSED MUNICIPAL STATE AID REVOCATIONS AND DESIGNATIONS



-  SEGMENT TO BE REVOKED
-  DESIGNATION SEGMENT



City of Brooklyn Park Request for Council Action

Agenda Item:	4.3	Meeting Date:	April 14, 2025
Agenda Section:	Consent	Originating Department:	Community Development
Resolution:	N/A	Prepared By:	Jason Klema, Building Official
Ordinance:	FIRST READING		
Attachments:	1	Presented By:	Jason Newby, Inspections & Environmental Health Manager
Item:	Chapter 103 Ordinance Amendment – MN State Plumbing Code		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT ON FIRST READING AN ORDINANCE AMENDING CHAPTER 103 OF THE BROOKLYN PARK CITY CODE PERTAINING TO ADOPTION OF THE MINNESOTA STATE PLUMBING CODE AND PLUMBING STANDARDS

Overview:

The City of Brooklyn Park currently performs plumbing plan review and inspections for public and commercial buildings and review of state buildings through a special delegation agreement with Minnesota Department of Labor and Industry (DOLI).

A review of the city's existing ordinance has revealed that it does not contain the necessary language required by the state under Minnesota Statute 326B.43 to conduct plumbing plan reviews and inspections for public and commercial buildings. A code amendment has been drafted and included for City Council consideration.

Primary Issues/Alternatives to Consider:

- Approve the ordinance as presented
- Amend and approve the ordinance
- Make no changes to the ordinance

Budgetary/Fiscal Issues: N/A

Attachments:

4.3A ORDINANCE

ORDINANCE #2025-__

ORDINANCE AMENDING CHAPTER 103 OF THE BROOKLYN PARK CITY CODE
PERTAINING TO ADOPTION OF THE MINNESOTA STATE PLUMBING CODE AND
PLUMBING STANDARDS

Underlined text is proposed for insertion

The City of Brooklyn Park Does Ordain:

Section 1. Chapter 103 of the Brooklyn Park City Code is amended to add the following provisions:

PLUMBING STANDARDS

§ 103.10 PLUMBING CODE.

The Minnesota State Plumbing Code (“MSPC”), latest revision, as published by the International Association of Plumbing and Mechanical Officials and published by the Office of the Revisor of Statutes as Minnesota Rules, Chapter 4714, is hereby adopted by reference. The Minnesota State Plumbing Code is hereby fully incorporated in this section.

§ 103.11 REVIEW OF PLUMBING PLANS.

- (A) Review. Plumbing plans and specifications for any plumbing infrastructure proposed for installation in the City must be submitted to the City for review and must be approved by the City prior to implementation.
- (B) Exceptions. This requirement does not apply to the following types of projects, which will be forwarded to the State for review:
 - (1) State-licensed facilities as defined in Minnesota Statute 326B.103, Subd. 13;
 - (2) Public buildings as defined in Minnesota Statute 326B.103, Subd. 11; and
 - (3) Projects of a special nature for which additional review is requested by either the City or the State.

§ 103.12 PLUMBING INSPECTIONS AND CODE ENFORCEMENT.

- (A) Inspections. The City is authorized to perform plumbing inspections as required by the Minnesota State Plumbing Code.
- (B) Enforcement. The City is authorized to enforce the Minnesota State Plumbing Code in its entirety, except that the City shall not revoke, suspend, or place restrictions on any plumbing license issued by the State.

City of Brooklyn Park Request for Council Action

Agenda Item:	4.4	Meeting Date:	April 14, 2025
Agenda Section:	Consent	Originating Department:	Community Development
Resolution:	X	Prepared By:	Jason Klema, Building Official
Ordinance:	N/A		
Attachments:	2	Presented By:	Jason Newby, Inspections & Environmental Health Manager
Item:	Approve Professional Services Agreement with Rum River Consultants LLC for Plumbing, Building Review and Inspection Services		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION #2025-____ APPROVING PROFESSIONAL SERVICE AGREEMENT WITH RUM RIVER CONSULTANTS FOR PLUMBING, BUILDING PLAN REVIEW AND INSPECTIONS SERVICES.

Overview:

The City of Brooklyn Park currently performs plumbing plan review and inspections for public and commercial buildings and review of state buildings through a special delegation agreement with Minnesota Department of Labor and industry (DOLI). The city retains this delegation authority based on the training and certifications of our Commercial Plans Examiner. This employee will be retiring in the coming months and staff is in the process of replacing this position. Recruitment is underway and finding a candidate with the necessary qualifications to retain this delegation agreement has been challenging.

In preparation for these changes, city staff recommends the following course of action to maintain uninterrupted services and ensure compliance with state regulations and delegation requirements:

- **Temporary contract with Rum River Consultants:** We propose entering into a contract with Rum River Consultants for plumbing, building plan review and inspection services. This contract will serve as a temporary measure to ensure that the city can continue to perform the required services until a qualified individual can be hired to permanently take over these responsibilities.
- A review of the city's existing ordinance has revealed that it does not contain the necessary language required by the state under Minnesota Statute 326B.43 to conduct plumbing plan reviews and inspections for public and commercial buildings. A code amendment has been drafted and will be presented to the City Council for consideration.

Primary Issues/Alternatives to Consider:

It is imperative that the city maintains delegation authority during this transition period. The customer service benefits of maintaining the city's special delegation status with DOLI are significant for both permit applicants and residents. If the city chooses not to adopt the proposed ordinances and approve the contract with RRC, the state will take over plumbing plan review and inspections for public and commercial buildings which will have a negative impact on the budget and construction timelines for all commercial and public buildings.

Currently, the state is 10 to 14 weeks behind on plumbing plan reviews, resulting in considerable delays for construction projects. Rum River Consultants has indicated its ability to review plumbing plans in half the time, which would greatly expedite the review process. By maintaining Brooklyn Park's special delegation, the city will be able to ensure that projects begin and conclude more swiftly, addressing the needs of our residents and

developers in Minnesota's demanding construction climate. This will not only streamline the permitting process but also reduce delays, ultimately benefiting the entire community.

Budgetary/Fiscal Issues:

Any permit fees collected and associated with the projects RRC will be providing services for will cover the costs associated with this temporary agreement. Personnel savings will also be available due to vacancies in the positions that would typically support this work.

Maintaining special delegation from DOLI will benefit the City of Brooklyn Park by preserving its current revenue projections. While the exact financial impact is uncertain due to the variability of future remodels and new commercial construction, sizable public and commercial projects have the potential to significantly impact revenue. By maintaining the special delegation agreement, the city will be well-positioned to capitalize on the economic activity generated by these developments, thus supporting the city's long-term fiscal health.

City staff feel maintaining special delegation status from DOLI and ensuring that plumbing, building plan review, and inspection services continue without disruption is essential. It will also provide us with the time needed to hire a qualified replacement for the retiring staff member.

Attachments:

4.4A RESOLUTION

4.4B RUM RIVER CONSULTANTS CONTRACT

RESOLUTION #2025-

RESOLUTION APPROVING PROFESSIONAL SERVICE AGREEMENT WITH RUM RIVER CONSULTANTS
FOR PLUMBING, BUILDING PLAN REVIEW AND INSPECTIONS SERVICES

WHEREAS, the State of Minnesota Department of Labor and Industry (DOLI) conducts plumbing plan reviews for permits in Brooklyn Park, as stipulated in Minnesota Rules 1300.0215, Subpart 6.; and

WHEREAS, Minnesota Statutes 326B.43, Subdivision 2, permits the delegation of authority for plumbing plan review for public and commercial projects to municipalities, or their designee, by agreement; and

WHEREAS, this delegation agreement and the addition of plumbing, building plan review services will benefit the City of Brooklyn Park by generating additional revenue that the State of Minnesota usually retains by conducting these reviews; and

WHEREAS, customer service benefits for permit applicants and residents are significant as the state is behind on plan review, causing considerable delays in construction; and

WHEREAS, the City of Brooklyn Park contracts with Rum River Consultants (RRC) for building official services; and

WHEREAS, Rum River Consultants has indicated its capacity to review plumbing and building plans; and

WHEREAS, Brooklyn Park Staff supports Rum River Consultants as our designee to perform plumbing and building plan review and inspection services for the City.

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

1. Approve the contract and agreement with the Rum River Consultants in order for the City of Brooklyn Park to provide plumbing plan review services locally as presented and direct staff to file the agreement with the Minnesota Department of Labor and Industry.

BE IT FURTHER RESOLVED that this agreement may be terminated with or without cause on 90 days written notice to Rum River Consultants and the Minnesota Department of Labor and Industry Commissioner.

**CITY OF BROOKLYN PARK
HENNEPIN COUNTY
STATE OF MINNESOTA**

AGREEMENT FOR BUILDING OFFICIAL SERVICES

This Agreement for Building Official Services (“Agreement”) is entered into on this 14th day of April 2025, by and between the City of Brooklyn Park, a Minnesota municipality, 5200 85th Ave N, Brooklyn Park, MN 55443 (“Jurisdiction”) and Rum River Ventures, LLC DBA Rum River Consultants, a Minnesota limited liability company, 23306 Cree Street NW, Suite 103, St. Francis, Minnesota 55070 (“Contractor”). The Jurisdiction and the Contractor may hereinafter be referred to separately as a “party” or collectively as the “parties.”

RECITALS

WHEREAS, the Jurisdiction needs professional services to fulfill the needs of building, mechanical, and commercial plumbing plan review and inspection services pursuant to Minn. Stat. § 326B.133; and

WHEREAS, the Contractor has substantial experience as a Building Official and providing building department services implementing the State Building Code and is otherwise qualified to assist the Jurisdiction on an as needed basis for the same; and

WHEREAS, the Jurisdiction desires to contract with the Contractor to act as a Building Official and provide the needed building, mechanical, and commercial plumbing plan review and inspection services for the Jurisdiction; and

WHEREAS, the Contractor is engaged in an independent business and has complied with all federal, state, and local laws regarding business permits and licensing of any kind that may be required to carry out said business and the tasks as set forth in this Agreement; and

WHEREAS, the Contractor is an independent contractor and may be engaged to perform the same or similar activities for other municipalities during the Term of this Agreement and the Contractor shall not work solely on behalf of the Jurisdiction.

NOW, THEREFORE, for the reasons set forth above, and in consideration of the mutual promises and covenants made herein, it is agreed as follows:

1. **Services.** The Contractor shall provide building, mechanical, and commercial plumbing plan review and inspection services to the Jurisdiction on an as requested basis for the prices set forth in Exhibit A attached hereto (the “Services”). The Contractor shall perform the Services in the capacity of a Certified Building Official, at the direction of the Building Official, under Minn. Stat. §326B.133, in accordance with the Minnesota State Building Code, applicable Jurisdiction Ordinances, and applicable Minnesota law. The parties understand that all transportation expenses incurred while performing the Services shall be the responsibility of the Contractor. The Contractor reserves the right to change the prices and services offered in Exhibit A. The Contractor shall provide the Jurisdiction sixty (60) days written notice in advance of any such proposed changes. The Jurisdiction agrees that while performing the Services, the Contractor is acting as a public official on the Jurisdiction’s behalf.
2. **Term.** This Agreement shall commence on the date written above and be renewed automatically each calendar year (referred to herein as the “Term”), unless terminated as provided herein. With the execution of this Agreement, it is the intention of the Contractor and the Jurisdiction to review this Agreement annually.
3. **Jurisdiction’s Responsibilities.** The Jurisdiction will be responsible for:
 - a) Training Contractor and any appropriate staff to use the Jurisdiction’s application and plan review software.
 - b) Providing Contractor with a schedule of inspections to be performed by the Contractor.
 - c) Issuing any and all permits. The Contractor understands that they do not have the authority to issue permits on behalf of the Jurisdiction.
4. **Contractor Responsibilities.** The Contractor will be responsible for:
 - a) Designating appropriate staff to attend Jurisdiction training on application and plan review software.
 - b) Notifying Jurisdiction when a plan review is complete.
 - c) Promptly providing all inspection records and relevant documents to city upon completion of inspection.
5. **Performance.** The Contractor shall complete the performance of Services in accord with the conditions described in this Agreement. The Contractor shall maintain licenses by the State of Minnesota as a Certified Building Official and by the Minnesota Pollution Control Agency as a Certified Inspector for on-site septic systems. The Contractor shall perform the Services in a manner consistent with that of a reasonable and prudent Building Official. If any work is

requested outside of the scope of the Services set forth in Exhibit A, such work shall not commence until the parties agree to the terms, scope, price, and other details in writing (including via email). Such additional work shall be subject to the terms and conditions of this Agreement.

- 6. Indemnification, Hold Harmless, and Defend.** Any claims that arise against the Contractor, its agents, or employees as a consequence of actions arising out of the Agreement shall in no way be the obligation or responsibility of the Jurisdiction. The Contractor shall indemnify, hold harmless, and defend the Jurisdiction, its officers, agents, and employees against any and all liability, loss, costs, damages, expenses, claims, or actions, including attorney fees which the Jurisdiction, its officers, agents, or employees may hereafter sustain, incur, or be required to pay, arising out of services performed under this Agreement and/or by reason of any act of negligence, gross negligence or malice of the Contractor, its agents, or employees, in the execution, performance, or failure to adequately perform the Contractor's obligations pursuant to this Agreement.

This Agreement to hold harmless and indemnify shall not apply to any claim arising out of a situation where the Contractor notifies the Jurisdiction of a failure by an owner or permit applicant to comply with the appropriate code and the Jurisdiction fails to enforce the code.

Nothing in this Agreement shall constitute a waiver by the parties of any statutory limits or immunities from liability, including but not limited to MN Rules 1300.0110, Subpart 9, and Minnesota Statute §466.04.

- 7. Independent Contractor.** The Contractor shall perform the Services as an independent contractor of the Jurisdiction, and not as an employee. No withholdings or deductions shall be made from payments due to the Contractor. The Contractor shall not be eligible for benefits, workers compensation, or unemployment benefits. To the extent allowable by law, the Contractor may subcontract the performance of certain administrative or other duties under the Agreement. The Contractor shall be responsible for the performance of all subcontractors.
- 8. Insurance.** During the entire term of this Agreement, the Contractor shall maintain the following and will provide the Jurisdiction with evidence of the same upon request: (1) Commercial general liability insurance coverage with a policy limit of at least \$1,500,000 per occurrence; \$2,000,000 in aggregate; (2) Business automobile liability coverage with a total liability limit of at least \$1,500,000; and (3) Workers' compensation insurance. If the Contractor is not required by law to carry workers' compensation insurance, in place of proof of workers' compensation, the

Contractor may provide a written statement of exemption specifying the particular provision of Minn. Stat. §176.041 that exempts the Contractor from having to carry such coverage. If the Contractor is required by law to carry workers' compensation insurance, the Contractor shall, at the time of execution of this Agreement, furnish evidence satisfactory to the Jurisdiction that the Contractor maintains insurance coverage pursuant to the terms of this Agreement. Jurisdiction shall be named as an additional insured on the commercial general liability insurance policy, providing proof of the same to Jurisdiction upon request.

- 9. Warranty of Workmanship and Timely Completion.** The Contractor warrants that all work completed for and within the Jurisdiction shall be done in a workmanlike and timely manner in accordance with applicable industry standards. If the Jurisdiction receives complaints or comments regarding inadequate performance, the Jurisdiction is to inform the Contractor in writing as soon as practical and allow the Contractor the ability to address and answer to said complaint or comment.
- 10. Amendments.** Any alterations, variations, modifications, or changes of any provisions of this Agreement shall only be valid when they have been reduced to writing and signed by the parties.
- 11. Regulatory Compliance.** The Contractor shall abide by all federal, state, and local laws, statutes, ordinances, rules, and regulations now in effect or hereinafter adopted pertaining to this Agreement or to the facilities, programs, and staff for which the Contractor is responsible. The Contractor shall procure, at the Contractor's expense, all licenses, or other rights required for the provision of the Services. Any violation of federal, state, or local laws, statutes, ordinances, rules, or regulations, as well as loss of any applicable license, permit, or certification by the Contractor shall constitute a material breach of this Agreement, regardless of the reason and whether or not intentional, and shall entitle the Jurisdiction to terminate this Agreement effective as of the date of such violation, failure, or loss.
- 12. Data Practices Compliance.** The Contractor will have access to data collected or maintained by the Jurisdiction to the extent necessary to perform the Contractor's obligations under this Agreement. The Contractor agrees to maintain all data obtained from the Jurisdiction in the same manner as the Jurisdiction is required under the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13. The Contractor will not release or disclose the contents of data classified as not public to any person except at the written direction of the Jurisdiction. Upon termination of this Agreement, the Contractor agrees to return all data pertaining to the Jurisdiction within sixty (60) days of Agreement termination.

- 13. Termination.** Either party may terminate this Agreement by providing sixty (60) days written notice to the other party. In the event of a material breach, the Agreement may be terminated with ten (10) days written notice to the other party. In the event the Jurisdiction elects to terminate based upon an alleged material breach, the Contractor shall have ten (10) days (or the least amount of time reasonably necessary if longer than ten (10) days) to cure the breach.
- 14. Billing and Payment.** Invoices shall be submitted periodically (customarily monthly) and are due and payable within thirty-five (35) days of receipt by the Jurisdiction. Past due balances may accrue interest at a rate of 1.0% per month (or the maximum rate of interest permitted by law).
- 15. Choice of Law and Venue.** This Agreement is being executed in and is intended to be performed in the State of Minnesota and shall be construed and enforced in accordance with Minnesota law. The parties hereto consent and agree that any legal action arising from or related to the Agreement shall be in Hennepin County District Court, State of Minnesota.
- 16. Severability.** The provisions of this Agreement shall be deemed severable. If any part of this Agreement is rendered void, invalid, or otherwise unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this Agreement.
- 17. Merger.** The Parties acknowledge and represent that no promise or representation not contained in this Agreement has been made to them and acknowledge and represent that this Agreement contains all terms and conditions between them.
- 18. Assignment.** This Agreement may not be assigned by either party.
- 19. Conflict of Interest.** The Contractor agrees that it will not, during the term of this Agreement, enter into a contract or otherwise accept employment for the performance of any work or service with any individual, business, partnership, corporation, governmental unit, or any other organization that would create a conflict of interest in the performance of its obligations under this Agreement.
- 20. Subject to Audit.** In accordance with Minnesota law, the Contractor agrees that all books, records, documents, and accounting practices directly related to the use of public funds under this Agreement are subject to examination by the Jurisdiction and either the Legislative Auditor or State Auditor, as applicable, for a period of at least six (6) years from the termination of this Agreement. If the Jurisdiction requests the State Auditor to perform the audit, the Jurisdiction

shall bear the cost. If the Contractor requests the State Auditor to perform the audit, the Contractor shall bear the cost.

21. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original but all of which shall constitute one and the same instrument. For purposes of this Agreement, the use of email, or other electronic medium shall have the same force and effect as an original signature.

IN WITNESS WHEREOF, the parties hereto have signed and executed this Agreement, both in duplicate, on the day and year first above written.

JURISDICTION

Hollies J. Winston, Mayor

ATTEST:

Devin Montero, City Clerk

CONTRACTOR

Andy J. Schreder, Chief Building Official & Owner

Exhibit A
Fees and Scope of Service

1. Inspection and Plan Review Service Fees.

- i. Fees for plan reviews and audits of plumbing installations performed by the Contractor, under delegation from the Commissioner of Labor and Industry, shall be calculated at the rates detailed below and billed to the Jurisdiction: Systems with both water distribution and drain, waste, and vent systems and having:
 - a. 25 or fewer drainage fixture units, \$150.
 - b. 26 to 50 drainage fixture units, \$250.
 - c. 51 to 150 drainage fixture units, \$350.
 - d. 151 to 249 drainage fixture units, \$500.
 - e. 250 or more drainage fixture units, \$3 per drainage fixture unit to a maximum of \$4,000.
 - f. Interceptors, separators, or catch basins, \$70 per interceptor, separator, or catch basin design.
 - g. Single fixture projects, \$75.

- ii. Building sewer service only, \$150.

- iii. Building water service only, \$150.

- iv. Building water distribution system only, no drainage system, \$5 per supply fixture unit or \$150, whichever is greater.

- v. Storm drainage system, a minimum fee of \$150 or:
 - h. \$50 per drain opening, up to a maximum of \$500.
 - i. \$70 per interceptor, separator, or catch basin design.

- vi. Manufactured home park or campground, one to 25 sites, \$300.

- vii. Manufactured home park or campground, 26 to 50 sites, \$350.

- viii. Manufactured home park or campground, 51 to 125 sites, \$400.

- ix. Manufactured home park or campground, more than 125 sites, \$500.

- x. Revision to previously reviewed or incomplete plans:
 - j. Review of plans for which the plan reviewer has issued two or more requests for additional information, per review, \$100 or ten percent (10%) of the original fee, whichever is greater.
 - k. Proposer-requested revision with no increase in project scope, \$50 or ten percent (10%) of original fee, whichever is greater.
 - l. Proposer-requested revision with an increase in project scope, \$50 plus the difference between the original project fee and the revised project fee.

B. Fees for plumbing installation inspections performed by the Contractor, under delegation from the Commissioner of Labor and Industry, shall be calculated at the rates detailed below and billed to the Jurisdiction:

- i. A standard inspection fee of \$125 per inspection, as mutually determined and agreed upon by the plans examiner and permit applicant, based on the project’s scope and the total number of inspections required.
- ii. Any additional inspections required beyond those initially agreed upon shall incur an additional inspection fee.
- iii. The minimum inspection fee is \$350. However, for permits involving a single plumbing fixture, the fee shall be reduced to \$125.

C. Fees for administration of permits for building and/or mechanical system installations performed by the Contractor, under delegation from the Commissioner of Labor and Industry, shall be calculated according to the rates specified in the fee table below and billed directly to the Jurisdiction. These rates also apply when the Contractor acts as the “administrative authority,” as defined by Minnesota Statute 299F.011, for the inspection of new and remodeled commercial fire sprinkler and alarm systems. Permits for such work are required as detailed in Section 105 of the Minnesota State Fire Code. Additionally, the fees outlined below apply when the Contractor is requested to administer project-assigned inspections related to residential building permits.

Total Valuation	RRC Service Fee
\$125.00 Permit Fee Minimum	
\$2,001 to \$25,000	\$72.25 for the first \$2,000 plus \$14.07 for each additional \$1,000 or fraction thereof, to and including \$25,000

\$25,001 to \$50,000	\$394.53 for the first \$25,000 plus \$10.20 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 to \$100,000	\$649.53 for the first \$50,000 plus \$7.18 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 to \$500,000	\$1,008.65 for the first \$100,000 plus \$5.74 for each additional \$1,000 or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000	\$3,303.65 for the first \$500,000 plus \$4.68 for each additional \$1,000 or fraction thereof, to and including \$1,000,000; and
\$1,000,001 and up	\$5,641.15 for the first \$1,000,000 plus \$3.83 for each additional \$1,000 or fraction thereof

D. Fees for plan reviews and audits of building and/or mechanical system installations performed by the Contractor, under delegation from the Commissioner of Labor and Industry, shall be 65% of the permit inspection fee as identified in the fee table and calculated in (C) above. These rates also apply when the Contractor acts as the “administrative authority,” as defined by Minnesota Statute 299F.011, for the plan review of new and remodeled commercial fire sprinkler and alarm systems. Additionally, 65% of the permit inspection fee as identified in the fee table and calculated in (C) above apply when the Contractor is requested to administer project-assigned inspections related to residential building permits.

2. Project-Assigned Inspection and Plan Review Services.

- A. The Contractor has the authority to determine project valuation for the purposes of establishing applicable plan review and permit fees for projects assigned. Valuation data may be referenced from the State of Minnesota, the International Code Council, or Exhibit B (“Rum River Consultant’s Building Valuation Data Table”) attached hereto.
- B. The Contractor will submit invoices for Plan Review and Permit Fees following the issuance of the permit by the Jurisdiction.
- C. The Contractor will receive 100% of investigation fees, re-inspection fees, site inspections (typically no charge for project development inquiries), repetitive plan reviews (as identified by MN Rules 1300.0160, Subpart 5), moved-in building fees, manufactured home fees, temporary certificate of occupancies, reissued permits, copying, postage, and hourly fees.
- D. No additional charge to meet twice with property owners or developers, either in-person or virtually, regarding building codes in preparation of an impending application for building

inspection services. If additional meetings are required after two meetings, an hourly rate of \$95.00 per hour will be billed to the Jurisdiction. 2-hour minimum if meetings are in-person. 1-hour minimum if meetings are held virtually. Contractor will receive written approval from the Jurisdiction before attending additional meetings.

E. All projects for which the Contractor has been paid will be the responsibility of the Contractor for all site inspections and documentation required until the completion of the work and satisfactory inspections so long as the permit is valid.

3. **As-Needed Supplemental Inspection Services.** On-call and as needed general inspection services during normal business hours unrelated to project-assigned services will be billed at a rate of \$95.00 per hour. The Contractor reserves the right to charge additional hourly fees to become familiar with projects. Inspection-related time will include necessary review of the project file and travel time to the various inspection(s) while within the jurisdiction limits.

4. **Minimum Permit and Plan Review Fees.**

A. A minimum fee of \$125.00 shall be payable to the Contractor for a permit of any type where the Contractor involvement is required, unless otherwise noted.

B. Where plan review is performed on any permit, a minimum plan review fee of \$81.25 shall be payable to the Contractor, unless otherwise noted.

5. **After Hours Work and/or Emergency Response Services.** Inspections and/or other meetings requested outside of normal business hours (Monday through Friday, 8:00 am to 4:30 pm), or agreed upon work schedules, will be billed at \$150.00 per hour with a 2-hour minimum. These terms can be applied to emergency disaster response and the evaluation of buildings after natural or manmade disasters.

6. **Jurisdiction Meeting Attendance Provisions.** Up to one (1) staff meeting monthly without incurring charges to the Jurisdiction.

A. Beyond the aforementioned provisions, additional meetings will incur charges at a rate of \$95.00 per hour. A minimum charge of two (2) hours applies for in-person meetings and one (1) hour for virtual meetings.

7. **Transportation Costs.** The Contractor shall provide transportation to meetings and site inspections within the Jurisdiction at no additional cost in situations where the Contractor has received a percentage of the permit fee. When projects are billed at an hourly rate, transportation costs will include travel time to the various inspection(s) while within the jurisdiction limits.
8. **Other Services Not Identified.** If the Contractor is requested for a service not identified in “Exhibit A”, the rate charged is \$95.00 per hour. Fees for administration of the following permits performed by the Contractor for residential mechanical projects for structures regulated under the Minnesota Residential Code shall be calculated according to the rates specified in the table below and billed directly to the Jurisdiction.

New construction mechanical (includes HVAC system, mechanical ventilation system, and gas lines)	\$120 per dwelling unit
Addition, alteration, remodel, or replacement mechanical	\$100
Basement finish mechanical	\$100
Furnace, fireplace, air conditioner units, garage heater, gas lines, miscellaneous mechanical appliance, or other minor mechanical work	\$100 per unit, each
Furnace, fireplace, air conditioner units, garage heater, gas lines, miscellaneous mechanical appliance, or other minor mechanical work installed and inspected, simultaneously	\$148 per dwelling unit

9. Fees for administration of the following permits performed by the Contractor for residential plumbing projects for structures regulated under the Minnesota Residential Code shall be calculated according to the rates specified in the table below and billed directly to the Jurisdiction.

New construction plumbing	\$120 per dwelling unit
Addition, alteration, remodel, or replacement	\$100 per unit, each
Basement finish plumbing	\$100

Water heater, water conditioning system, municipal sewer connection, municipal water connection, irrigation system, backflow prevention, or minor plumbing work	\$100 per unit, each
Water heater, water conditioning system, municipal sewer connection, municipal water connection, irrigation system, backflow prevention, or minor plumbing work installed and inspected simultaneously	\$148 per dwelling unit

10. Fees for administration of the following permits performed by the Contractor for all other permits and fees specified in the table below will be billed directly to the Jurisdiction.

Residential accessory structures	Refer to the table identified in (C) above 65% plan review may apply Max fee: \$850, includes plan review
Structure additions, alterations	Refer to the table identified in (C) above 65% plan review may apply
Structure remodel	Refer to the table identified in (C) above 65% plan review may apply
Basement finishes	Refer to the table identified in (C) above 65% plan review may apply Max fee: \$500, includes plan review
Deck	Refer to the table identified in (C) above 65% plan review may apply
Fence over 7 feet high	Refer to the table identified in (C) above 65% plan review may apply
Residential structure moving	\$200 Add'l fees if over 60 miles from jurisdiction
Residential roofing	\$100 per dwelling unit
Residential siding	\$100 per dwelling unit
Residential window same size replacement	\$100 per dwelling unit
Commercial demolition	Refer to the table identified in (C) above 65% plan review may apply
Residential demolition	\$160 65% plan review may apply
Manufactured home set-up	\$140 Foundations and connections only
Solar/Photovoltaic Systems Residential (up to 3.5kW)	\$140

Solar/Photovoltaic Systems Residential (over 3.5kW)	Refer to the table identified in (C) above 65% plan review may apply
Solar/Photovoltaic Systems Commercial	Refer to the table identified in (C) above 65% plan review may apply
Association, commercial, industrial, multi-family plumbing irrigation system	Refer to the table identified in (C) above 65% plan review may apply
Miscellaneous commercial or residential building permits for which no fee is specifically indicated	Refer to the table identified in (C) above 65% plan review may apply
Non-Residential Temporary Heating Equipment	\$120
Inspections which no fee is specifically indicated	\$95 per hour One (1) hour minimum
Additional plan review required by changes, additions, or revisions to previously approved plans	\$95 per hour One (1) hour minimum
Re-inspection fees	\$95 per hour One (1) hour minimum
Temporary Certificate of Occupancy	Residential - \$250 Commercial - \$450
Inspections outside normal business hours	\$150 per hour Two (2) hour minimum
Change of Use/Occupancy	Refer to the table identified in (C) above 65% plan review may apply \$300 minimum fee

Exhibit B
Rum River Consultant's Building Valuation Data

Residential Permit Calculator

Use	Value Per Square Foot
Slab on Grade	\$17
Crawl Space	\$22
Unfinished Basement (new home or addition)	\$31.50
Basement Full Finished (new home)	\$56.50
Finished Basement Existing Home	\$25
Main/First Floor Area	\$150
Second Floor Area	\$125
Attached Garage	\$75
Detached Garage	\$60
Post & Beam Accessory Structure, Interior Finish	\$60
Post & Beam Accessory Structure, Unfinished Shell	\$25
Lean-to	\$25
Carport/Gazebo	\$50
Garage Conversion to Living Space	\$75
Porch, Open	\$55
Porch, 3-Season	\$130
Porch, 3-Season on Existing Deck	\$100
Porch, Screen Porch or Breezeway	\$90
Solarium	\$145
Deck	\$45
Deck, Screen-In & Roof Over Existing	\$50
In-Ground Pool	\$40
Above-Ground Pool	\$15
Remodel, Repair, Alteration, Other	Depends on the Scope of Work

City of Brooklyn Park Request for Council Action

Agenda Item:	4.5	Meeting Date:	April 14, 2025
Agenda Section:	Consent	Originating Department:	Community Development
Resolution:	N/A	Prepared By:	Keith Jullie, Rental and Business Licensing Manager
Ordinance:	SECOND READING		
Attachments:	2	Presented By:	Jason Newby, Inspections and Environmental Health Manager
Item:	Intoxicating Liquors Ordinance Amendment		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT ON SECOND READING AN ORDINANCE REMOVING SECTION 112.032, PARAGRAPH (D) (1) OF THE BROOLYN PARK CITY CODE PERTAINING TO US CITIZENSHIP REQUIREMENTS

Overview:

At its regular meeting on March 24, 2025, the City Council approved the first reading of this ordinance amendment.

Background:

At its regular meeting on February 24, 2025, the City Council adopted the Employee Authority in Immigration Matters Policy. The purpose of the policy is to clarify the city's relationship with the United States Department of Homeland Security and other federal agencies with respect to the enforcement of federal immigration laws and to provide direction to city employees in matters related to immigration while providing general city services and public safety services.

Review of the city's various business licensing ordinances found the citizenship language within Chapter 112: Intoxicating Liquors. This code amendment will bring the city into compliance with the Council's immigration policy.

Primary Issues/Alternatives to Consider:

- Approve the ordinance as presented
- Amend and approve the ordinance
- Make no changes to the ordinance

Budgetary/Fiscal Issues: N/A

Attachments:

- 4.5A ORDINANCE
- 4.5B IMMIGRATION POLICY

ORDINANCE 2025-

AN ORDINANCE AMENDIING SECTION 112.0322, PARAGRAPH (D)(1) OF THE
BROOKLYN PARK CITY CODE PERTAINING TO US CITIZENSHIP REQUIREMENTS

~~Text with strikeout is proposed for deletion~~

Underlined text is proposed for insertion

The City of Brooklyn Park does ordain:

Section 1. Section 112.032, Paragraph (D)(1) of the City Code is amended to read as follows:

(D) The Council, in its sole discretion and for any reasonable cause, may refuse to grant any license. Licenses will not be issued to a person who has any of the following:

~~—(1) Is not a United States citizen;~~

(2) (1) Has a felony conviction;

(3) (2) Who has previous convictions in the past five years of illegal sales of alcohol or alcoholic beverages, including but not limited to sales to minors;

(4) (3) Has not properly filed personal and/or business tax returns;

(5) (4) Has had a liquor license from any city, county, or state revoked within five years of the pending license application.

7.19 Employee Authority in Immigration Matters Policy

Purpose and Policy

This purpose of this policy is to clarify the city's relationship with the United States Department of Homeland Security and other federal agencies with respect to the enforcement of federal immigration laws and to provide direction to our employees in matters related to immigration while providing general city services and public safety services.

The city works cooperatively with all state and federal agencies, but the city does not operate its general city services and public safety services for the purpose of enforcing federal immigration laws. The Department of Homeland Security has the legal authority to enforce immigration laws in the United States, in Minnesota and in the city.

City employees shall not discriminate against any current or potential service users based on immigration status. All residents are equally entitled to protection, and all residents should be able to access city services to which they are entitled, without regard to their immigration status under federal law.

General City Services

In determining eligibility for, and providing general city services, city employees should not inquire into the immigration status of any person or request any documents or information verifying immigration status unless specifically required to do so by law or program guidelines as a condition of eligibility for the service.

Where presentation of a state driver's license is accepted as adequate evidence of identity, presentation of a photo identity document issued by the person's nation of origin, such as a driver's license, passport, or consulate-issued document, or a photo identity document issued by any Minnesota county, shall not subject the person to an inquiry into their immigration status. This paragraph does not apply to I-9 forms.

The Human Resource Division must complete I-9 forms as required by federal law and may question a person regarding the I-9 form and documents supporting the I-9 form and may allow homeland security to audit the I-9 forms as allowed by law.

Information about immigration status in the possession of or known to city employees, shall not be maintained or recorded except as otherwise required by law. The confidentiality of such information shall be maintained in compliance with the laws of the United States and the Minnesota Government Data Practices Act.

City employees shall not use city resources for the purpose of detecting or apprehending persons whose only violation of law is or may be being undocumented, being out of status, or illegally residing in the United States (collectively "undocumented").

Nothing in this policy prohibits city employees from responding to a properly issued subpoena.

Public Safety Services

When providing public safety services, employees in the police and fire departments are accountable to the operations policies established by the Police Chief and the Fire Chief.

Complaints and Discipline

All employees are expected to comply with this policy, violation of this policy may result in disciplinary action up to and including termination of employment.

City of Brooklyn Park

City Council Approved 2/24/2025

City of Brooklyn Park Request for Council Action

Agenda Item:	4.6	Meeting Date:	April 14, 2025
Agenda Section:	Consent	Originating Department:	Community Development
Resolution:	1	Prepared By:	Erin McDermott, Senior Planner
Ordinance:	N/A		
Attachments:	1	Presented By:	Paul Mogush, Planning Director
Item:	DEV24-102 Amendment: Summary of Ordinance		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO APPROVE THE SUMMARY OF ORDINANCE #2025-1310 DETERMINING THAT IT CLEARLY INFORMS THE PUBLIC OF THE INTENT AND EFFECT OF THE ORDINANCE.

Overview:

The City Council adopted Ordinance 2025- on second reading at the March 24, 2025 Regular Meeting. To complete the adoption of these ordinance changes, a summary of the ordinance must be adopted and published.

Primary Issues/Alternatives to Consider:

1. Approve the summary of ordinance as presented.
2. Approve the summary of ordinance with modifications.
3. Decline to approve the summary of ordinance.

Budgetary/Fiscal Issues: N/A

Attachments:

4.6A SUMMARY OF ORDINANCE

The City Council has determined that pursuant to its City Charter, Ordinance #2025-____ should be published in summary form.

SUMMARY OF ORDINANCE #2025-____

ORDINANCE AMENDING CHAPTER 152 OF THE BROOKLYN PARK CITY CODE FOR CONSISTENCY WITH THE
2040 COMPREHENSIVE PLAN

Ordinance #2025-____, amends Chapter 152, Sections 152.107, 152.303, 152.706, 152.1004, 152.1013, 152.1018 and 152.1019 Pertaining to Definitions, Site Plan Review, Mixed Use District Lot Area and Dimensional Requirements, Mixed Use Building and Site Design, Nonresidential Landscaping Standards, Outdoor Storage and Parking respectively.

Changes to §152.107 Definitions

This section adds additional terms for clarity.

Changes to §152.303 Site Plan Review

The change in this section allows for minor site plan improvements to be reviewed administratively for commercial projects.

Changes to §152.706 Mixed Use District Lot Area and Dimensional Requirements

The changes in this section includes the adoption of a minimum floor area ratio requirement for all mixed use development over 1 acre in size.

Changes to §152.1004 Building and Site Design, Mixed Use

The changes in this section include the reintroduction of architectural requirements in the Mixed Use zoning district, and renumbering of all subparts and tables within the section for accuracy.

Changes to §152.1013 Landscaping Standards, Nonresidential

The change in this section reconciles percentages with greenspace requirements in other sections of the chapter.

Changes to §152.1018 Outdoor Storage

The changes in this section include the addition of requirements for the B1 and B2 zoning districts, as well as requirements for the Mixed Use zoning districts. Intermodal shipping container standards were added consistent with previous amendments.

Changes to §152.1019 Parking

The change in this section includes the reintroduction of language prohibiting vehicles to be parked in locations that are not paved.

This summary of Ordinance #2025-____ has been approved by the City Council on April __, 2025 and the city Council has determined that the title and text of the summary clearly informs the public of the

intent and effect of the ordinance. A printed copy of the full text of the ordinance is available for public inspection in the office of the City Clerk.

City of Brooklyn Park Request for Council Action

Agenda Item:	4.7	Meeting Date:	April 14, 2025
Agenda Section:	Consent	Originating Department:	Police
Resolution:	X	Prepared By:	Stephanie Heiberger, Administrative Assistant
Ordinance:	N/A		
Attachments:	2	Presented By:	Chief Mark Bruley
Item:	Joint Powers Agreement Regarding the Minnesota Human Trafficking Investigators Task Force		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION #2025-____ APPROVING THE JOINT POWERS AGREEMENT REGARDING THE MINNESOTA HUMAN TRAFFICKING INVESTIGATORS TASK FORCE.

Overview:

The Brooklyn Park Police Department desires to renew a Joint Powers Agreement (JPA) with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to utilize applicable state and federal laws to investigate and prosecute human trafficking and sexual exploitation of children.

The Human Trafficking Investigators Task Force uses a three-pronged approach to combat human trafficking and sexual exploitation of children: prevention, education and enforcement. The BCA will provide a Senior Special Agent who will serve as the Commander of the Task Force.

Through this JPA, the Brooklyn Park Police Department agrees to provide a liaison officer to serve as a point of contact and work on Brooklyn Park-related cases of human trafficking and sexual exploitation of children. This agreement provides the Department access to state and federal resources to investigate and prosecute such crimes which often cross jurisdictional lines.

Primary Issues/Alternatives to Consider:

Budgetary/Fiscal Issues:

There is no cost to the City of Brooklyn Park to enter into this JPA.

Attachments:

- 4.7A RESOLUTION
- 4.7B AGREEMENT

RESOLUTION #2025-

RESOLUTION APPROVING THE JOINT POWERS AGREEMENT REGARDING THE MINNESOTA HUMAN
TRAFFICKING INVESTIGATORS TASK FORCE

WHEREAS, the Brooklyn Park Police Department desires to renew a Joint Powers Agreement with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to utilize applicable state and federal laws to investigate and prosecute human trafficking and sexual exploitation of children; and

WHEREAS, the Human Trafficking Investigators Task Force will use a three-pronged approach to combat human trafficking and sexual exploitation of children: prevention, education and enforcement; and

WHEREAS, through this agreement, the Brooklyn Park Police Department agrees to provide a liaison officer to serve as a point of contact to work on Brooklyn Park-related cases of human trafficking and sexual exploitation of children; and

WHEREAS, there is no cost to the City of Brooklyn Park to enter into this Joint Powers Agreement.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Park to approve the Joint Powers Agreement regarding the Minnesota Human Trafficking Investigators Task Force.



STATE OF MINNESOTA

HUMAN TRAFFICKING INVESTIGATORS TASK FORCE

JOINT POWERS AGREEMENT

This Joint Powers Agreement (“Agreement”) is between the State of Minnesota, acting through its Commissioner of Public Safety on behalf of the Bureau of Criminal Apprehension (“BCA”), **and the City of Brooklyn Park on behalf of its Police Department 5400 85th Ave N Brooklyn Park, MN 55443** (“Governmental Unit”). The BCA and Governmental Unit may be referred to jointly as “Parties”.

Recitals

Under Minnesota Statutes § 471.59, the BCA and the Governmental Unit are empowered to engage in agreements that are necessary to exercise their powers. The Parties wish to work together to investigate and prosecute human trafficking, which includes sex and labor trafficking. The Governmental Unit wants to participate in the Minnesota Human Trafficking Investigators Task Force (“MNHITF”) as an Affiliate member.

Agreement

1. Term of Agreement

- 1.1 **Effective Date.** This Agreement is effective on the date BCA obtains all required signatures pursuant to Minnesota Statutes § 16C.05, subdivision 2.
- 1.2 **Expiration Date.** This Agreement expires five (5) years from the Effective Date unless terminated earlier pursuant to clause 12.

2. Purpose

The Governmental Unit and BCA enter into this Agreement to make the Governmental Unit part of the MNHITF that will use a three-pronged approach to combat human trafficking, which includes sex and labor trafficking: **prevention, education, and enforcement**. The BCA will provide an Assistant Special Agent in Charge (ASAIC) who will serve as the Commander of the Task Force (Commander) and who reports to a Special Agent in Charge (SAIC). The Governmental Unit will provide to the Task Force an affiliate member(s) (“Members”).

3. Standards

The Governmental Unit will adhere to the MNHITF Standards identified below.

- 3.1 Members will investigate human trafficking crimes committed by organized groups or individuals, with a priority on minors being trafficked.
- 3.2 Members will participate in pro-active human trafficking operations and recover victims of human trafficking, having a priority focus on minors, with the goal of identifying their traffickers.
- 3.3 Members will follow state and/or federal laws in obtaining arrest warrants, search warrants and civil and criminal forfeitures.
- 3.4 Members will follow proper legal procedures in securing evidence, including electronic devices.
- 3.5 Members will understand and use appropriate legal procedures in the use of informants including documentation of identity, monitoring of activities, and use and recordation of payments.
- 3.6 Members will use, as appropriate, a broad array of investigative technologies and techniques.
- 3.7 Members will interview and prepare reports of victim recoveries and direct those victims to appropriate public and private resources to help ensure their safety and integration back into

society.

- 3.8** Members must be willing to respond and/or work jointly on human trafficking crimes within their jurisdiction and complete their assigned duties for the duration of the term of this Agreement.
- 3.9** Members must be licensed peace officers.
- 3.10** Members will investigate cases involving multi-jurisdictional, complex and/or organized groups involving human trafficking, which may require travel to neighboring jurisdictions as investigations expand.
- 3.11** Members will prepare an operational briefing sheet for each active operation related to the MNHITF investigations and activities, to be approved by the Commander.
- 3.12** Members will prepare investigative reports related to the MNHITF investigations and activities to be submitted to the Commander.
- 3.13** Members must submit statistics to the Commander on a quarterly basis.
- 3.14** Members are assigned to their home agencies and may request assistance and resources on a case-by-case basis as approved by the Commander.
- 3.15** Members will utilize a deconfliction system to share and receive information to promote deconfliction with other agencies.

4. Responsibilities of the Governmental Unit and the BCA

4.1 The Governmental Unit will:

- 4.1.1** Conduct investigations in accordance with provisions of the MNHITF Standards, identified in clause 3 above, and conclude such investigations in a timely manner.
- 4.1.2** Maintain accurate records of prevention, education, and enforcement activities, to be collected and forwarded quarterly to the BCA for statistical reporting purposes.
- 4.1.3** Continue to directly supervise Members that are assigned to the MNHITF. Members remain under the employ of the Governmental Unit while assigned to and performing MNHITF assignments. All services, duties, acts or omissions performed by Members will be within the course and duty of the Members' employment and therefore covered by the Workers Compensation and other compensation programs of then Governmental Unit including fringe benefits.
- 4.1.4** Make a reasonable good faith attempt to be represented at all scheduled MNHITF meetings in order to share information and resources among members of the MNHITF.
- 4.1.5** Participate fully in any audits required by the MNHITF.
- 4.1.6** Upon request, provide the BCA with a copy of any body worn camera footage that was captured while working within the capacity of the MNHITF under this Agreement. Said footage must be turned over to the BCA within 48 hours via a secured cloud storage service or thumb drive, as directed by the Authorized Representative for inclusion in the BCA's case files. The copy of the footage will be maintained in the BCA's system.
- 4.1.7** Consult the BCA in advance of any release of body worn camera footage to allow the BCA to consider and consult any private, not public, or confidential data that may require redaction. Any release of data captured in the course of MNHITF operations must adhere to state and federal laws.
- 4.1.8** Adhere to MNHITF's operations plans or other operational guidance issued by the SAIC and ASAIC, including new procedures governing the MNHITF while conducting MNHITF investigations and activities.
- 4.1.9** Comply with the use of force provisions of their home agency's policies and procedures. Members must also comply with directives issued by the SAIC and ASAIC. In the event of a conflict between the use of force requirements of the Members' home agency policy, and the policies or directives of the MNHITF, the policies and procedures of the home agency shall govern. Prior to deployment in the field, Members will confer with the SAIC or ASAIC to identify any potential use of force policy conflicts and work to resolve them in advance of operational activities.
- 4.1.10** Promptly submit to the Authorized Representative any and all investigation reports and supplementary reports created and generated while conducting MNHITF activities.
- 4.1.11** Report any performance measure data collected related to MNHITF to the Authorized Representative on a quarterly basis each year for the duration of this Agreement.
- 4.1.12** Generate quarterly expense reports covering previously approved expenses incurred

within that quarterly period. Requests for reimbursement for that quarter's expenses must be submitted to the ASAIC in the requested format for reimbursement within fourteen (14) days from the end of each quarter.

- 4.1.13** Submit requests for reimbursement within fourteen (14) days of notification of the grant's expiration, otherwise, the Governmental Unit will forfeit its reimbursement.

4.2 The BCA will:

4.2.1 Provide an ASAIC who will serve as the Commander of the Task Force.

4.2.2 Review and approve or decline reimbursement requests under clause 5.1 within three (3) business days of the reimbursement request. To process the request for reimbursement will require fourteen (14) business days upon receipt of the approved request.

- 4.3** Nothing in this Agreement shall otherwise limit the jurisdiction, powers, and responsibilities normally possessed by a member as an employee of the Governmental Unit.

5. Payment

5.1 The Governmental Unit must make a written request for funds and receive approval from the Commander or designee.

5.2 The Governmental Unit must supply original receipts to be reimbursed on pre-approved requests. Approved reimbursement will be paid directly by the BCA to the Governmental Unit within thirty (30) calendar days of the invoice date with payment made to the Governmental Unit Authorized Representative's address listed below.

6. Authorized Representatives

The BCA's Authorized Representative is the following person or her successor:

Name: Rachel Pearson, Commander of BCA-led MNHITF
 Address: Department of Public Safety; Bureau of Criminal Apprehension
 1430 Maryland Street East
 Saint Paul, MN 55106
 Telephone: 651.793.7000
 E-mail Address: Rachel.Pearson@state.mn.us

The Governmental Unit's Authorized Representative is the person below or his/her successor:

Name: Mark Bruley, Police Chief
 Address: 5400 85th Ave N
 Brooklyn Park, MN 55443
 Telephone: (763) 493-8222
 E-mail Address: bppolice@brooklynpark.org

If the Governmental Unit's Authorized Representative changes at any time during this Agreement, the Governmental Unit must immediately notify the BCA's Authorized Representative in writing by email.

7. Assignment, Amendments, Waiver, and Agreement Complete

7.1 Assignment. The Governmental Unit may neither assign nor transfer any rights or obligations under this Agreement.

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

7.3 Waiver. If the BCA fails to enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.

7.4 Agreement Complete. This Agreement contains all negotiations and agreements between the BCA and the Governmental Unit. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

8. Liability

The BCA and the Governmental Unit agree each party will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of any others

and the results thereof. The BCA's liability shall be governed by provisions of the Minnesota Tort Claims Act, Minnesota Statutes § 3.736, and other applicable law. The Governmental Unit's liability shall be governed by provisions of the Municipal Tort Claims Act, Minnesota Statutes §§ 466.01-466.15, and other applicable law.

9. Audits

Under Minnesota Statutes § 16C.05, subdivision 5, the Governmental Unit's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the BCA and/or the State Auditor and/or Legislative Auditor, as appropriate, for a minimum of six (6) years from the end of this Agreement.

10. Government Data Practices

The Governmental Unit and the BCA must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, and other applicable law, as it applies to all data provided by the BCA under this Agreement and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Governmental Unit under this Agreement. The civil remedies of Minnesota Statutes § 13.08 apply to the release of the data referred to in this clause by either the Governmental Unit or the BCA.

If the Governmental Unit receives a request to release the data referred to in this Clause, the Governmental Unit must immediately notify the BCA. The BCA will give the Governmental Unit instructions concerning the release of the data to the requesting party before the data is released.

11. Venue

The venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

12. Expiration and Termination

12.1 Either party may terminate this Agreement at any time, with or without cause, upon 30 days written notice to the other party. To the extent funds are available, the Governmental Unit shall receive reimbursement in accordance with the terms of this Agreement through the date of termination.

12.2 Upon expiration or earlier termination of this Agreement, the Governmental Unit shall provide the Commander all investigative equipment that was acquired under this Agreement.

13. Continuing Obligations

The following clauses survive the expiration or cancellation of this Agreement: 8, Liability; 9, Audits; 10, Government Data Practices; and 11, Venue.

The remaining balance of this page intentionally left blank.

The parties indicate their agreement and authority to execute this Agreement by signing below.

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes §§ 16A.15 and 16C.05.

Signed: _____

Date: _____

SWIFT PO Number: 3000101894

**3. DEPARTMENT OF PUBLIC SAFETY;
BUREAU OF CRIMINAL APPREHENSION**

By: _____

(with delegated authority)

Title: _____

Date: _____

2. GOVERNMENTAL UNIT

Governmental Unit certifies that the appropriate person(s) has(have) executed this Agreement on behalf of the Governmental Unit and its jurisdictional government entity as required by applicable articles, laws, by-laws, resolutions or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

4. COMMISSIONER OF ADMINISTRATION

As delegated to the Office of State Procurement

By: _____

Date: _____

City of Brooklyn Park Request for Council Action

Agenda Item:	4.8	Meeting Date:	April 14, 2025
Agenda Section:	Consent	Originating Department:	Police
Resolution:	X	Prepared By:	Stephanie Heiberger, Administrative Assistant
Ordinance:	N/A		
Attachments:	2	Presented By:	Police Chief Mark Bruley
Item:	Approve a Subgrant Agreement with Hennepin County for Justice Assistance Grant (JAG) Funding		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO WAIVE THE READING AND ADOPT RESOLUTION #2025-____ APPROVING A SUBGRANT AGREEMENT WITH HENNEPIN COUNTY FOR JUSTICE ASSISTANCE GRANT (JAG) FUNDING.

Overview:

The 2024 Edward Byrne Memorial Justice Assistance Grant (JAG) has been awarded by the United States Department of Justice to disparate jurisdictions in Hennepin County. The grant provides funds to support all components of the criminal justice system and is a formula grant that is awarded based on population and part 1 crime rate.

Hennepin County is the fiscal agent for the award. The City of Brooklyn Park has been sub-granted \$31,024.15.

The Brooklyn Park Police Department will use these funds to purchase license plate reader (LPR) technology and mobile camera technology. This technology provides an objective intelligence-gathering and alerting mechanism that significantly enhances our ability to investigate past crimes and intervene in ongoing criminal activity.

The City of Brooklyn Park is requesting to accept the federal grant funds and enter a subgrant agreement with Hennepin County. The agreement attached to this request for council action is labeled "review only" since the agreement will be signed electronically.

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues: N/A

Attachments:

- 4.8A RESOLUTION
- 4.8B AGREEMENT

RESOLUTION #2025-

RESOLUTION APPROVING A SUBGRANT AGREEMENT WITH HENNEPIN COUNTY
FOR JUSTICE ASSISTANCE GRANT (JAG) FUNDING

WHEREAS, Hennepin County has been awarded the 2024 Edward Byrne Memorial Justice Assistance Grant; and

WHEREAS, this grant provides funds to support all components of the criminal justice system, from multi-jurisdictional law enforcement, prosecution and court, prevention and education, corrections and community corrections, drug treatment and enforcement, planning evaluation and technology improvement, crime victim and witness, and mental health programs; and

WHEREAS, Hennepin County is serving as the fiscal agent for this award and will share the grant funds with several disparate jurisdictions, including an allocation of \$31,024.15 to the City of Brooklyn Park, Police Department; and

WHEREAS, Hennepin County is requesting the City of Brooklyn Park enter into the subgrant agreement for these funds; and

WHEREAS, the grant funds will be used by the Brooklyn Park Police Department to support and promote public safety.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Park that the City enter into an agreement with Hennepin County and authorize the city manager to execute the necessary contract to accept this grant.

City of Bloomington	PR00006798
City of Brooklyn Center	PR00006795
City of Brooklyn Park	PR00006799
City of Minneapolis	PR00006800
City of Richfield	PR00006820

AGREEMENT

This Agreement is between the COUNTY OF HENNEPIN, STATE OF MINNESOTA, (the “COUNTY”), the City of Bloomington, the City of Brooklyn Center, the City of Brooklyn Park, the City of Minneapolis, and the City of Richfield (“CITIES”) (COUNTY and/or CITIES may be individually called a “PARTY” and collectively called “PARTIES”).

WHEREAS, the PARTIES, authorize the COUNTY to submit a grant application to the United States Department of Justice for the FY24 Edward Byrne Memorial Justice Assistance Grant (the “GRANT”) (The Catalog of Federal Domestic Assistance - CFDA number for this grant is 16.738.) on behalf of the PARTIES and to serve as fiscal agent for the PARTIES; and

WHEREAS, the PARTIES recognize the need to set forth the duties and obligations of the PARTIES with respect to the administration of the Grant;

NOW, THEREFORE, in consideration of mutual undertakings and agreements hereafter set forth, the PARTIES hereby agree as follows:

1. TERM

This Agreement shall become effective upon approval by all PARTIES on October 1, 2023 and shall continue through September 30, 2027, or the completion of the services provided hereunder, whichever is earlier, unless terminated earlier in accordance with the provisions herein.

Any Party may cancel this Agreement immediately if the Party reasonably believes there has been a failure to comply with the provisions of this Agreement, or failure to comply with the terms of the Grant award, rules, or guidelines or failure to comply with applicable law.

2. SERVICES TO BE PROVIDED

Hennepin County will submit the FY24 Edward Byrne Memorial Justice Assistance Grant application 15PBJA-24-GG-05353-JAGX (“Grant”).

In the event all Grant funds are received, each local unit of government will receive grant funds in the following amounts:

BLOOMINGTON	\$ 25,403.00
BROOKLYN CENTER	\$ 15,722.50
BROOKLYN PARK	\$ 31,024.15
MINNEAPOLIS	\$ 276,015.00
RICHFIELD	\$ 10,912.65
HENNEPIN COUNTY DEPARTMENTS	\$ 208,221.84
HENNEPIN COUNTY FOR ADMINISTRATION	\$ 29,857.85
Total	\$ 597,156.99

If the Grant funds are less than \$597,157.00, the parties shall distribute the actual funds received in proportion to the table above less the costs of administration set forth herein.

If any Grant funds are received, Hennepin County shall serve as the fiscal agent on behalf of the above-named local units of government. The COUNTY shall provide financial administrative services necessary for the administration of the grant, including but not limited to the following:

- Satisfy financial and administrative grant requirements.
- Submit financial, programmatic and similar reports required under the grant.
- Work with the Department of Justice to resolve administrative issues.
- Comply with grant conditions regarding financial administration of the grant including but not limited to reporting, data collection and evaluation requirements prescribed by the grant.
- Coordinate compliance with the organization audit requirements attached to the grant.
- Manage grant funds.
- Pursuant to applicable accounting standards and procedures, maintain financial and accounting books and records as shall be necessary, appropriate and convenient for the proper administration of the grant.

For serving as fiscal agent hereunder, COUNTY shall be paid an administrative fee equal to five percent (5%) of the Grant Funds, to be paid upon receipt of the Grant Funds.

3. DUTIES OF THE PARTIES

The PARTIES, individual and collectively, acknowledge that COUNTY will be administering the Grant on their behalf and agree to cooperate fully with COUNTY in all matter with respect to such grant administration so as to allow COUNTY to satisfy the grant requirements, including but not limited to the following acts:

- a. Comply with the provisions of the Grant award, rules, and guidelines and comply with applicable law including, as applicable, but not limited to the Single Audit Act Amendments of 1996 as amended and Office of Management and Budget Circular A-133.
- b. Maintain books and records relating to the receipt and expenditure of grant funds for six (6) years after expiration of this Agreement.
- c. Report on performance measurement goals to the other PARTIES on a quarterly basis.
- d. Upon request, report the receipt and expenditures to the other PARTIES on a quarterly basis, then report a final accounting, pursuant to applicable accounting standards, upon expiration of this Agreement.
- e. Supply full and complete information, as requested by COUNTY, so as to allow COUNTY to satisfy the grant conditions and requirements.
- f. Work together with COUNTY to ensure that all grant conditions and requirements are met.
- g. Provide COUNTY with data and information sufficient for COUNTY to meet its reporting, data collection and evaluation requirements as prescribed by the grant.
- h. Eligible expenditures under this grant contract must be incurred by the grantee by the expiration date of the grant agreement.
- i. Abide by the provisions of the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13 (MGDPA), the Health Insurance Portability and Accountability Act and implementing regulations, if applicable, and all other applicable state and federal laws, rules, regulations and orders relating to data privacy or confidentiality.

4. LIABILITY AND INDEMNIFICATION

Each PARTY agrees that it will be responsible for its own errors, acts and omissions and the results thereof to the extent authorized by law and shall not be responsible for the errors, acts and omissions of any other PARTY and the results thereof. CITIES agree to defend, indemnify and hold harmless COUNTY from all liabilities, claims, demands, losses, costs, expenses and causes of action of any kind or character, including the cost of defense thereof, resulting from or related to COUNTY'S role as fiscal agent hereunder.

The PARTIES liability is governed by the provisions of Minnesota Statutes, Chapter 466. Under no circumstances shall a PARTY be required to pay on behalf of itself and other PARTIES any amounts in excess of the limits on liability established in Minnesota Statutes Chapter 466 applicable to any one

PARTY. The statutory limits of liability for some or all of the PARTIES may not be added together or stacked to increase the maximum amount of liability for anyparty.

5. COUNTERPARTS

This agreement may be executed in several counterparts, each of which shall be regarded as an original and all of which shall constitute but one and the same Agreement.

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Review only

COUNTY BOARD AUTHORIZATION

Reviewed for COUNTY by
the County Attorney's Office:

COUNTY OF HENNEPIN
STATE OF MINNESOTA

By:

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Reviewed for COUNTY by:

ATTEST:

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Board Resolution No:

By:

{{*BoardResolution_es_:signer5:brs}}

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Document Assembled by:

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CONTRACTOR

CONTRACTOR warrants that the person who executed this Agreement is authorized to do so on behalf of CONTRACTOR as required by applicable articles, bylaws, resolutions or ordinances.*

By:

{ {Sig_es_ :signer2:signature} }
{{userstamp2_es_ :signer2:stamp}}
{{ ttl_es_ :signer2:title}}

By:

{ {Sig_es_ :signer3:signature} }
{{userstamp3_es_ :signer3:stamp}}
{{ ttl_es_ :signer3:title}}

*CONTRACTOR represents and warrants that it has submitted to COUNTY all applicable documentation (articles, bylaws, resolutions or ordinances) that confirms the signatory's delegation of authority. Documentation is not required for a sole proprietorship.

SUBRECIPIENT COMPLIANCE ADDENDUM

SUBRECIPIENT shall comply with the Single Audit Act, OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). SUBRECIPIENT shall maintain a system of internal control over all programs in order to demonstrate compliance with the Single Audit Act, Uniform Guidance and other pertinent laws and regulations. SUBRECIPIENT shall respond to audit findings, questioned costs or other compliance measures issues which may include taking requisite corrective action, executing necessary documents and other requirements;

If SUBRECIPIENT is a nonprofit organization, SUBRECIPIENT's signature on this Agreement assures and certifies it has met federal, state and local requirements regarding SUBRECIPIENT's financial management system.

SUBRECIPIENT is hereby notified of the following Federal Award Identification Information:

1. Subrecipient name (must match registered name in SAM.gov): **City of Brooklyn Park**
2. Subrecipient's UEI number (see 2 CFR Part 25 UNIVERSAL IDENTIFIER AND SYSTEM FOR AWARD MANAGEMENT): **MUTWF37ZH2D5**
3. Unique Federal Award Identification Number (FAIN): **15PBJA-24-GG-05353-JAGX** [Click here to enter text.](#)
4. Federal Award Date (see § 200.39 Federal award date): **12/06/2024**
5. Subaward Period of Performance Start and End Date: **10/1/2023 – 9/30/2027**
6. Amount of Federal Funds Obligated by this action: **\$31,024.15**
7. Total Amount of Federal Funds Obligated to the subrecipient: **\$31,024.15**
8. Total Amount of the Federal Award: **\$597,157.00**
9. Budget Approved by Hennepin County: **Yes**
10. Total Approved Cost Sharing or Matching, when applicable: **N/A**
11. Federal award project description, as statutory requirements for example Federal Funding Accountability and Transparency Act (FFATA): **Edward Byrne Memorial Justice Assistance Grant (JAG) Program**
12. Name of Federal awarding agency, pass-through entity (Hennepin County), and contact information for Hennepin County representative: : **Department of Justice, Hennepin County, Carole Kroening**
13. CFDA Number (Catalog of Federal Domestic Assistance) and Grant Name; the pass-through entity must identify the dollar amount made available under each Federal award and the CFDA number at time of disbursement: **16.738 - BJA FY 24 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation**
14. Identification of whether the award is R&D: **N/A**
R&D means Research and Development. OMB Uniform Grant Guidance defines "Research" as the systematic study directed toward fuller scientific knowledge or understanding of the subject studied. "Development" is defined as the systematic use of knowledge or understanding gained from research.
15. Indirect cost rate for the Federal award (including if the de minimis rate is charged per § 200.414 Indirect (F&A) costs) and: **N/A**
16. Identification of whether the award is used as loans or loan guarantees: **N/A**

As applicable, SUBRECIPIENT shall confirm in writing that SUBRECIPIENT did not expend \$750,000 or more in total federal funds in a fiscal year. If SUBRECIPIENT expends \$750,000 or more of federal funds in a fiscal year, SUBRECIPIENT shall complete financial and compliance audits in accordance with the Single Audit Act and/or OMB Uniform Grant Guidance, as applicable. SUBRECIPIENT shall cooperate fully in the following:

1. During the term of this Agreement and as necessary after the expiration of this Agreement, to ensure compliance with applicable law, SUBRECIPIENT agrees to provide an annual audit report

consistent with the provisions of the Single Audit Act and/or OMB Uniform Grant Guidance in accordance with government auditing standards, as applicable, within nine (9) months after SUBRECIPIENT's fiscal year-end. The cost of an audit is not reimbursable from funds received through this Agreement.

2. SUBRECIPIENT shall provide all information requested by COUNTY and report as directed by COUNTY.

As applicable, SUBRECIPIENT shall maintain property records that include a description of the applicable property, a serial number or other identification number, the source of the property, who holds title, the acquisition date and cost of the property, the percentage of federal participation in the cost of the property, the location, use and condition of the property, and any ultimate disposition data, including the date of disposal and sale price of the property. SUBRECIPIENT shall make said records available to COUNTY within five (5) business days of COUNTY's written request.

Failure to comply with the above requirements may result in forfeiture of funds. Without limiting any other remedies available at law, COUNTY reserves the right to recover from SUBRECIPIENT the full amount of any funds found to be improperly expended or otherwise disallowed.

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION INELIGIBILITY AND VOLUNTARY
EXCLUSION – LOWER TIER COVERED TRANSACTIONS:**

The prospective lower tier participant (SUBRECIPIENT) certifies, by submission of this grant contract, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this grant contract.

City of Brooklyn Park Request for Council Action

Agenda Item:	4.9	Meeting Date:	April 14, 2025
Agenda Section:	Consent	Originating Department:	Finance
Resolution:	X	Prepared By:	Chris Kuecker, Accountant
Ordinance:	N/A		
Attachments:	2	Presented By:	LaTonia Green, Director of Finance
Item:	Approving Adjusting Levy 25126 to Correct a Missorted File Submission to the County and to Align with Resolution 2024-168		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO APPROVE THE RESOLUTION ADJUSTING LEVY 25126 WITH HENNEPIN COUNTY TO CORRECT A MISSORTED FILE SUBMISSION TO THE COUNTY AND TO ALIGN WITH RESOLUTION 2024-168.

Overview:

On October 28, 2024, the City Council approved Resolution 2024-168, certifying special assessment under levy 25126. However, due to a sorting error in the file submitted to Hennepin County, the assessment allocations were incorrect. The necessary adjustments are as follows:

- REDUCTION OF 44 ACCOUNTS OF \$37,745.00
- CANCELLATION OF 45 ACCOUNTS TOTALING \$7,065.00
- RETENTION OF 13 ACCOUNTS AND 44 CORRECTED ACCOUNTS TOTALING \$10.300, AS ORIGINALLY APPROVED

Since the county requires a new resolution to process corrections, Council action is necessary.

Property owners of the deleted accounts will have an opportunity to pay their delinquent balances to the City before the 2026 special assessment certification process. Any unpaid balances will be reassessed and added to the 2026 property tax bill.

Primary Issues/Alternatives to Consider:

Staff recommends approval of the resolution to ensure accurate special assessment certification with Hennepin County.

Budgetary/Fiscal Issues:

This adjustment does not change the total originally approved assessment but corrects its distribution. The city will still have the ability to collect outstanding amounts through voluntary payment or reassessment in 2026.

Attachments:

- 4.9A RESOLUTION
- 4.9B AMENDED TAX CERTIFICATION ROLL

RESOLUTION #2025-

TO APPROVE THE RESOLUTION ADJUSTING LEVY 25126 WITH HENNEPIN COUNTY TO CORRECT A MISSORTED FILE SUBMISSION TO THE COUNTY AND TO ALIGN WITH RESOLUTION 2024-168.

WHEREAS, THE City Council of Brooklyn Park previously approved resolution 2024-168, certifying special assessments under Levy 25126; and

WHEREAS, while Resolution 2024-168 correctly outlined the assessment, the file submitted to Hennepin County contained a sorting error, resulting in incorrect account allocations; and

WHEREAS, Hennepin County requires a new resolution to correct the submission and ensure proper assessment certification; and

WHEREAS, the necessary adjustments to Levy 25126 are as follows:

- Reduction of 44 accounts totaling \$37,745.00,
- Cancellation of 45 accounts totaling \$7,065.00
- Retention of 13 accounts and 44 corrected accounts totaling \$10,300.00, as originally certified in Resolution 2024-168

WHEREAS, the accounts being removed from the special assessment list will have an opportunity to pay their delinquent balances before the 2026 special assessment certification process; and

WHEREAS, if these balances remain unpaid by the 2026 process, they will be reassessed and included in the 2026 property tax bill for the respective properties.

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

1. The adjustments to Levy 25126, as outlined above, are hereby approved to align with Resolution 2024-168.
2. City staff is directed to submit the corrected file to Hennepin County to ensure accurate assessment processing.
3. Property owners of the removed accounts are granted the opportunity to settle their outstanding balances before the 2026 special assessment certification process.

Levy	ParcelNumber	Incorrect File total	CORRECT File total	DIFFERENCE/ CANCEL	Action	Remaining cretified amount
25126	0911921230008	215.00	75.00	(140.00)	reduction	75.00
25126	0911921230011	305.00	75.00	(230.00)	reduction	75.00
25126	1011921240017	1250.00	75.00	(1,175.00)	reduction	75.00
25126	1411921330017	705.00	250.00	(455.00)	reduction	250.00
25126	1411921440015	850.00	75.00	(775.00)	reduction	75.00
25126	1511921140016	165.00	75.00	(90.00)	reduction	75.00
25126	1511921330008	165.00	75.00	(90.00)	reduction	75.00
25126	1611921120036	250.00	165.00	(85.00)	reduction	165.00
25126	1611921130074	165.00	75.00	(90.00)	reduction	
25126	1711921230011	125.00	75.00	(50.00)	reduction	75.00
25126	1811921330029	250.00	125.00	(125.00)	reduction	125.00
25126	1811921340048	250.00	75.00	(175.00)	reduction	75.00
25126	1811921420022	165.00	100.00	(65.00)	reduction	100.00
25126	2011921110067	395.00	165.00	(230.00)	reduction	165.00
25126	2011921110301	165.00	75.00	(90.00)	reduction	75.00
25126	2011921120103	250.00	105.00	(145.00)	reduction	105.00
25126	2011921310089	395.00	165.00	(230.00)	reduction	165.00
25126	2011921330003	250.00	100.00	(150.00)	reduction	100.00
25126	2011921340080	250.00	75.00	(175.00)	reduction	75.00
25126	2011921420057	165.00	75.00	(90.00)	reduction	75.00
25126	2111921130079	18910.00	75.00	(18,835.00)	reduction	75.00
25126	2111921130096	280.00	250.00	(30.00)	reduction	250.00
25126	2111921210121	1435.00	75.00	(1,360.00)	reduction	75.00
25126	2111921220129	280.00	165.00	(115.00)	reduction	165.00
25126	2111921230027	450.00	75.00	(375.00)	reduction	75.00
25126	2211921110038	250.00	165.00	(85.00)	reduction	165.00
25126	2211921230048	1650.00	450.00	(1,200.00)	reduction	450.00
25126	2211921230074	280.00	165.00	(115.00)	reduction	165.00
25126	2211921240040	1415.00	250.00	(1,165.00)	reduction	250.00
25126	2211921320013	450.00	105.00	(345.00)	reduction	105.00
25126	2211921420100	165.00	75.00	(90.00)	reduction	75.00
25126	2211921430059	650.00	200.00	(450.00)	reduction	200.00
25126	2311921120067	280.00	250.00	(30.00)	reduction	250.00
25126	2311921330061	2760.00	775.00	(1,985.00)	reduction	775.00
25126	2411921220099	740.00	215.00	(525.00)	reduction	215.00
25126	2411921330025	650.00	75.00	(575.00)	reduction	75.00
25126	2411921420058	765.00	75.00	(690.00)	reduction	75.00
25126	2511921140015	740.00	250.00	(490.00)	reduction	250.00
25126	2811921210022	820.00	75.00	(745.00)	reduction	75.00
25126	2911921110066	3050.00	740.00	(2,310.00)	reduction	740.00
25126	2911921140021	395.00	280.00	(115.00)	reduction	280.00

25126	2911921220011	250.00	75.00	(175.00) reduction	75.00
25126	2911921420075	1250.00	165.00	(1,085.00) reduction	165.00
25126	3211921310065	850.00	650.00	(200.00) reduction	650.00
25126	1411921330116	250.00	250.00	- keep - no Change	250.00
25126	1811921340049	75.00	75.00	- keep - no Change	75.00
25126	2111921430097	250.00	250.00	- keep - no Change	250.00
25126	2211921410069	165.00	165.00	- keep - no Change	165.00
25126	2211921440028	450.00	450.00	- keep - no Change	450.00
25126	2311921310032	250.00	250.00	- keep - no Change	250.00
25126	2311921410033	75.00	75.00	- keep - no Change	75.00
25126	2811921130020	75.00	75.00	- keep - no Change	75.00
25126	2811921330025	280.00	280.00	- keep - no Change	280.00
25126	3011921420001	75.00	75.00	- keep - no Change	75.00
25126	3111921340007	280.00	280.00	- keep - no Change	280.00
25126	3211921330069	250.00	250.00	- keep - no Change	250.00
25126	3311921310010	75.00	75.00	- keep - no Change	75.00
25126	0911921340008	75.00	250.00	(75.00) cancel	-
25126	0911921440049	235.00	250.00	(235.00) cancel	-
25126	1111921330004	250.00	850.00	(250.00) cancel	-
25126	1511921330040	75.00	125.00	(75.00) cancel	-
25126	1611921310053	75.00	250.00	(75.00) cancel	-
25126	1711921210076	450.00	850.00	(450.00) cancel	-
25126	2011921110045	250.00	280.00	(250.00) cancel	-
25126	2011921110244	75.00	280.00	(75.00) cancel	-
25126	2011921430102	75.00	250.00	(75.00) cancel	-
25126	2111921220028	165.00	395.00	(165.00) cancel	-
25126	2111921310006	75.00	395.00	(75.00) cancel	-
25126	2111921310030	305.00	395.00	(305.00) cancel	-
25126	2111921340019	280.00	650.00	(280.00) cancel	-
25126	2111921340045	75.00	165.00	(75.00) cancel	-
25126	2111921340094	165.00	395.00	(165.00) cancel	-
25126	2111921420083	165.00	250.00	(165.00) cancel	-
25126	2211921410160	250.00	280.00	(250.00) cancel	-
25126	2311921120095	75.00	235.00	(75.00) cancel	-
25126	2311921130006	105.00	3,050.00	(105.00) cancel	-
25126	2411921220033	75.00	305.00	(75.00) cancel	-
25126	2411921340067	250.00	820.00	(250.00) cancel	-
25126	2611921130013	450.00	1,250.00	(450.00) cancel	-
25126	2711921110055	200.00	450.00	(200.00) cancel	-
25126	2811921220042	395.00	2,690.00	(395.00) cancel	-
25126	2811921330026	105.00	250.00	(105.00) cancel	-
25126	2911921110036	75.00	740.00	(75.00) cancel	-
25126	2911921110037	250.00	765.00	(250.00) cancel	-
25126	2911921110091	75.00	105.00	(75.00) cancel	-

25126 2911921120039	100.00	165.00	(100.00) cancel	-
25126 2911921140032	250.00	305.00	(250.00) cancel	-
25126 2911921210061	75.00	250.00	(75.00) cancel	-
25126 2911921240089	105.00	280.00	(105.00) cancel	-
25126 2911921310006	165.00	1,650.00	(165.00) cancel	-
25126 2911921310192	75.00	165.00	(75.00) cancel	-
25126 2911921310216	165.00	250.00	(165.00) cancel	-
25126 2911921420049	250.00	450.00	(250.00) cancel	-
25126 3011921110009	125.00	250.00	(125.00) cancel	-
25126 3011921120009	75.00	165.00	(75.00) cancel	-
25126 3111921140095	75.00	450.00	(75.00) cancel	-
25126 3111921320069	75.00	1,435.00	(75.00) cancel	-
25126 3111921430039	100.00	165.00	(100.00) cancel	-
25126 3111921430069	75.00	1,250.00	(75.00) cancel	-
25126 3211921310029	110.00	1,450.00	(110.00) cancel	-
25126 3211921410002	75.00	18,910.00	(75.00) cancel	-
25126 3211921420052	75.00	250.00	(75.00) cancel	-
	55,110.00	55,110.00	(44,810.00)	10,300.00

City of Brooklyn Park Request for Council Action

Agenda Item:	4.10	Meeting Date:	April 14, 2025
Agenda Section:	Consent	Originating Department:	Administration
Resolution:	N/A	Prepared By:	Devin Montero, City Clerk
Ordinance:	N/A		
Attachments:	5	Presented By:	Devin Montero
Item:	Approval of Minutes		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO APPROVE THE MINUTES OF THE BROOKLYN PARK CITY COUNCIL MEETING OF JANUARY 27, 2024, AS PRESENTED BY THE CITY CLERK.

MOTION _____, SECOND _____, TO APPROVE THE MINUTES OF THE BROOKLYN PARK CITY COUNCIL MEETING OF FEBRUARY 10, 2024, AS PRESENTED BY THE CITY CLERK.

MOTION _____, SECOND _____, TO APPROVE THE MINUTES OF THE BROOKLYN PARK CITY COUNCIL WORK SESSION OF MARCH 17, 2024, AS PRESENTED BY THE CITY CLERK.

MOTION _____, SECOND _____, TO APPROVE THE MINUTES OF THE BROOKLYN PARK CITY COUNCIL SPECIAL MEETING OF MARCH 24, 2025, AS PRESENTED BY THE CITY CLERK.

MOTION _____, SECOND _____, TO APPROVE THE MINUTES OF THE BROOKLYN PARK CITY COUNCIL MEETING OF MARCH 24, 2025, AS PRESENTED BY THE CITY CLERK.

Overview: N/A

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues: N/A

Attachments:

- 4.10A REGULAR CITY COUNCIL MEETING MINUTES, JANUARY 27, 2025
- 4.10B REGULAR CITY COUNCIL MEETING MINUTES, FEBRUARY 10, 2025
- 4.10C REGULAR CITY COUNCIL WORK SESSION MINUTES, MARCH 17, 2025
- 4.10D SPECIAL CITY COUNCIL MEETING MINUTES, MARCH 24, 2025
- 4.10E REGULAR CITY COUNCIL MEETING MINUTES, MARCH 24, 2025

REGULAR BROOKLYN PARK CITY COUNCIL MEETING

Monday, January 27, 2025
6:00 p.m.

Brooklyn Park Council Chambers
5200 85th Avenue North

CALL TO ORDER - Mayor Hollies Winston

PRESENT Mayor Hollies Winston; Council Members Christian Eriksen, Amanda Cheng Xiong, Nicole Klonowski, Shelle Page, Tony McGarvey and Maria Tran; City Manager Jay Stroebel; City Attorney Jim Thomson; Community Development Director Tim Gladhill; Finance Director LaTonia Green; Acting Operations and Maintenance Director Greg Hoag; Recreation and Parks Director Brad Tullberg; Police Chief Mark Bruley and City Clerk Devin Montero.

ABSENT: None.

Mayor Winston opened the meeting with the Pledge of Allegiance.

2A RESPONSE TO PRIOR PUBLIC COMMENT

City Manager Stroebel stated there were two public comments at the last Council meeting. Ms. Guyott Hempel, recognizing MN Chill and Thielen Foundation for their donation for the Zanewood Recreation center project and raised concerns on community education programs; Mr. Clave raised concerns on the flat rate charges for sewer billing and did not get water service and has been in contact with the Water Superintendent.

2B PUBLIC COMMENT

1. Daniel Quinones, 8220 Newton Ave N. Asked why the police chief publicly humiliate Council member Tran and infringing on her first amendment rights. He asked why the Council didn't censure the Mayor for breaking the rules of the Council.

Mayor Winston told Mr. Quinones he was breaking the rules of the Council meeting and if he continued, he would be asked to stop and to respect the rules of the Council.

Mr., Quinones asked if he had a right to make comments and continued being disrespectful.

Mayor Winston asked Mr. Quinones to step down and called the next individual waiting to address the Council.

2. Joshual Uloth, 8457 Sumter Circle N. He stated he knew the city was reluctant to engage in national politics. He stated the Target Corporation who worked with the city closely on their reversal of the DEI initiatives was troublesome and worrisome. He stated it was obscene in their comprehensiveness and how it was issued. He stated it also presented a complete betrayal of everything the city stands for. He stated the city was the most diverse city in Minnesota and didn't have the luxury of remaining silent on the issue. He stated he and the neighbors deserved a response from the city and definite action to preserve the things the city tried to build, to preserve the diversity and the equity it had tried to build and the inclusiveness he saw on the Council.
3. Peggy Larkin, 3404 74th Circle N. Talked about Brooklyn Park Police Department policy 4.13, related to immigration enforcement. She stated Section 4.13.4 allowed for the Brooklyn Park police to detain individuals and alert federal immigration authorities. She

BROOKLYN PARK REGULAR COUNCIL MEETING; JANUARY 27, 2025...Page 2

stated she emailed police chief Bruley and understood he was working on the review of the policy and asked the Council's support in chief Bruley's efforts to review the policy along with the CMAT team and asking the Council to support the Chief in his efforts to review the policy. She stated she would like a public statement similar to the statement the attorney general, Hennepin County Sheriff's office and Minneapolis Police Department gave giving support to the immigrant community and letting them know they were there for them and not to detain them. She stated the Minneapolis Police Department Policy provided they would not detain or detect the status of individuals. She stated the Brooklyn Park policy did not read the same and would like the police to read the same. She stated there was another policy with the St. Anthony Police Department, that also had policy 413; modeled the same as Brooklyn Park, however, their policy specifically said, they would not detect status or detain and does not have 4.13.4 that allows for detention and notification in certain circumstances. She thanked Police Chief Bruley for taking the initiative and taking it on in support of the community. The city has a large immigrant community and important they felt safe and there was no chilling effect about public safety because they were worried about being detained in the community with the assistances of the police department. She stated the city should leave enforcement of immigration laws to the federal authorities.

4. Paula Weakly, 7517 Xerxes Ave N. Expressed there would be a lot of support for the community to protect the immigrant population in the city. She stated it seemed the police chief started on a new revision of the policy that existed to make it more like Minneapolis or other cities that were taking the position that immigration was a federal matter and not a matter for the city police departments.
5. Heather Zemien, 6240 Winnetka Ave N. She stated she supported what had been said by Ms. Larkin and Ms. Weakly and supported amending the policy 413 and not to detect the status or detain individuals based on their status and leave the enforcement to the federal authorities.
6. Bernice, 9205 Prestwick Circle N. In support of what had been said. Said she is a social worker and volunteer with the Human Rights Council and CMAT. She stated she was an ambassador for the community and saw firsthand experiences of the fears the community was going through.

3A. MOTION KLONOWSKI, SECOND ERIKSEN TO APPROVE THE AGENDA AS SUBMITTED BY THE CITY CLERK WITH ITEM 4.1 PULLED FROM THE CONSENT AGENDA AND ADDING ITEM 8.1. MOTION PASSED UNANIMOUSLY.

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

3B.1 Resolution in Recognition of Service by Former Mayor Grace M. Powelson (Arbogast) to the City of Brooklyn Park.

Mayor Winston read a resolution recognizing former Mayor Grace M. Powelson (Arbogast) for her service to the community.

3B.1 MOTION WINSTON, SECOND KLONOWSKI TO READ AND ADOPT RESOLUTION #2025-14 IN RECOGNITION OF SERVICE TO THE CITY OF BROOKLYN PARK BY FORMER MAYOR GRACE M. POWELSON (ARBOGAST). MOTION PASSED UNANIMOUSLY.

Mayor Winston recused himself from voting on the Consent items because there was an item regarding THC. Mayor Pro Tem Eriksen continued with the meeting.

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4.0 MOTION ERIKSEN, SECOND MCGARVEY TO APPROVE THE FOLLOWING ADMINISTRATIVE CONSENT ITEMS (Item 4.1 was removed for separate consideration):

4.2 TO WAIVE THE READING AND ADOPT RESOLUTION #2025-15 APPROVING A SITE PLAN REVIEW FOR THE FOR THE CONSTRUCTION OF AN ADDITION TO THE EXISTING STRUCTURE AT 7831 BROOKLYN BLVD.

4.2 TO WAIVE THE READING AND ADOPT RESOLUTION #2025-16 ADOPTING FINDINGS OF FACT FOR THE APPROVAL OF A VARIANCE REQUEST FOR A BUILDING ADDITION SETBACK OF 32 FEET, A DEVIATION OF 18 FEET FROM THE REQUIRED 50 FEET FROM AN ADJACENT RESIDENTIAL USE AT 7831 BROOKLYN BLVD.

4.3 TO WAIVE THE READING AND ADOPT RESOLUTION #2025-17 AMENDING RESOLUTION #2024-119 APPROVING A SITE PLAT FOR A 192-UNIT MULTIPLE DWELLING AT 6001 94TH AVENUE NORTH.

4.4 TO WAIVE THE READING AND ADOPT RESOLUTION #2025-18 AMENDING RESOLUTION #2024-121 APPROVING A SITE PLAN FOR 44-UNIT MULTIPLE DWELLING AND TOWNHOUSE DEVELOPMENT AT 5800 69TH AVE NORTH.

4.5 TO WAIVE THE READING AND ADOPT RESOLUTION #2025-19 TO RENEW AN AGREEMENT WITH CORNERSTONE TO PROVIDE VICTIMS AND FAMILIES EXPERIENCING DOMESTIC VIOLENCE WITH ADVOCACY SERVICES.

4.6 TO WAIVE THE READING AND ADOPT RESOLUTION #2025-20 TO APPROVE THE PURCHASE OF EDINBURGH USA EQUIPMENT FROM D'AMICO CATERING IN THE AMOUNT OF \$75,000.

4.7 TO APPROVE A TETRAHYDROCANNABINOL (THC) LICENSE FOR AMCON INC. DBA GO FOR IT GAS, LOCATED AT 7840 LAKELAND AVE N, BROOKLYN PARK, MN 55445.

4.8 TO WAIVE THE READING AND ADOPT RESOLUTION #2025-21 TO ACCEPT HENNEPIN YOUTH ACTIVITIES GRANT FOR THE ZANEWOOD RECREATION CENTER PROJECT IN THE AMOUNT OF \$300,000.

4.9 TO WAIVE THE READING AND ADOPT RESOLUTION #2025-22 TO ACCEPT A \$100,000 DONATION FROM THE THIELEN FOUNDATION FOR THE ZANEWOOD RECREATION CENTER PROJECT.

4.10 TO APPROVE THE MINUTES OF THE BROOKLYN PARK CITY COUNCIL MEETING OF JANUARY 6, 2025, AS PRESENTED BY THE CITY CLERK.

4.10 TO APPROVE THE MINUTES OF THE BROOKLYN PARK CITY COUNCIL MEETING OF JANUARY 13, 2025, AS PRESENTED BY THE CITY CLERK.

MOTION PASSED UNANIMOUSLY.

Finance Director LaTonia Green briefed the Council on the donations.

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Council Member McGarvey pointed out the contributions to the police department 10/29/24 for the Halloween extravaganza. He stated he attended that event and thanked the vendors for their items and stated it was a wonderful event. He recognized Ms. Collette Guyotte Hempel, who was frequently at the Council meetings and gave public comment because of her ongoing and tireless efforts to make the city a better place to live in.

4.1 MOTION WINSTON, SECOND MCGARVEY TO WAIVE THE READING AND ADOPT RESOLUTION #2025-23 AUTHORIZING STAFF TO ACCEPT GIFTS OF REAL AND PERSONAL PROPERTY PURSUANT TO MINNESOTA STATUTES, SECTION 465.03. MOTION PASSED UNANIMOUSLY.

5. PUBLIC HEARINGS-None.

6. LAND USE ACTIONS

6.1 DEV21-120 (8708 Green Haven Dr. N.) Subdivision of Property into Three Single-family Lots at 8708 Green Haven Dr. N.

Planning Director Paul Mogush briefed the Council on the Subdivision of Property into Three Single-family Lots at 8708 Green Haven Dr. N.

6.1 MOTION KLONOWSKI, SECOND ERIKSEN TO WAIVE THE READING AND ADOPT RESOLUTION #2025-24 APPROVING A PRELIMINARY PLAT SUBDIVIDING 8708 GREEN HAVEN DR. N. INTO THREE SINGLE FAMILY LOTS. MOTION PASSED UNANIMOUSLY.

7. GENERAL ACTION ITEMS.

7.1 Conduct a Periodic Review of the City Council's June 10, 2024 Censure of Council Member Maria Tran.

Mayor Winston briefed the Council on the Periodic Review of the City Council's June 10, 2024 Censure of Council Member Maria Tran. He read the recitals from the resolution and stated he would give a history on what occurred.

Council Member Tran addressed the Council with a statement.

Mayor Winston asked the city attorney where the power laid to issue censures.

City Attorney Thomson stated the Council had the right to govern Council members like the state legislators and other county boards. He stated, in this case, the Council had a written code of conduct that granted that power to the Council, and certain parameters had to be met, but in addition to having inherent power to regulate activity as a Council member, they had the expressed power in the code of conduct.

Mayor Winston stated the complaint came out of disrespect of an employee. He stated the initial censure came out of an employee complaint. An employee was accused of some things and found to be unsubstantiated. He stated it was one thing to believe an employee was doing something incorrectly but to publicly attack and go after an employee's reputation was an example of the Council that could not be fired, punching down on someone who could easily get fired by the city manager. He stated attacking the reputation of employees who relied on it if they left the city or wished to move up within the city. He stated the other piece discussed was

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when Council Member Tran wanted to continuously say that the Council went off on the mental health aspect. He stated the Council thought they had an agreement with her at the Council meeting and voted on it. He stated she agreed to a certain understanding and then it was rescinded and was on tape and not manufactured.

Mayor Winston stated that as the Council began to hear about Council Member Tran accusing staff, himself, and other Council members, who had shown no inclination to want to harm her, then saying she wanted to do certain things, put the Council on alarm. He stated the Council said not only was she harming the reputation of employees and now making the Council nervous. He stated there was a concern for her safety and the safety of Council and made it clear and why they went through a process. He stated that trying to change the narrative or create some revisionist history that did not come out of a complaint from an employee, did not come out of statements made that were out of alignment to what they knew they had said and shown on a regular basis didn't think that was fair to the Council. He understood the political theater I but it was not fair to the Council because at every step and during various outburst where people had been insulted, disrespected, the Council members had remained calm, shown respect, and overall had been patient.

He stated the police chief was important when working with the residents, who was respected and had a repour with the community but to publicly attack went against the code of conduct not only put the city at risk, also attacked the reputation of someone who was held in a very high esteem within the Council. He stated the decision they made was based on inherent powers by the Council and did not invent it. He stated they reviewed and looked at the code of conduct to see where things had gone against the code of conduct. He stated in that case when they put a censure in place, the first time, overwhelmingly was because what was done to an employee. He stated the Council then said they would review it in 6 months and then Council Member Tran again said she was going to attack the police chief.

He stated he didn't see a reason to remove the censure and didn't think she should be representing the city when it came to a commission or publicly when it came to travel because of what she would say about the police chief or other employees who couldn't protect themselves the way an elected official could. He stated when she attacked employees, they couldn't respond publicly, and they would just get a lawyer or go to union to get represented and not in the best interest of employees and city. He stated had she stopped attacking employees he would have considered raising the censure. He stated he had been attacked publicly by her and wouldn't attack back and was not interested in the discussion about that. He stated when it came to employees who couldn't defend themselves and looking to city leadership to protect them was unfair and was not right to him and the residents wouldn't look kindly on that.

He stated he was not in favor of removing the censure and didn't think the lesson had been learned or behavior had been changed. He stated that even if she said she would change they had been in situations where she told the Council she agreed, and then the next Council meeting, it was a different outcome. He stated he was not in favor of lifting it now and thought over the next 6 months if the behavior had changed then he was in favor of lifting it. He stated it did not make sense to have a Council member out on the residents' dime traveling and representing the city and throwing staff under the bus. He stated it seemed unfair and did a disservice to the city and attacked the trust the residents had in staff which was a reason they had a code of conduct.

Council Member Eriksen quoted from the statement Council Member Tran read, "sadly the actions of this Council and this administration has served to isolate me and my constituents,

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today that must end". He stated Council Member Tran accused multiple staff of all sorts of things and those had been investigated and found to be unfounded. He stated she had filed police reports and made accusations against multiple Council members and city staff. He stated he had been investigated by multiple law enforcement agencies and found it to be without merit. He told Council Member Tran; she had isolated herself and had isolated her constituents and she was right that today that must end. He stated he would not be voting to lift the censure.

Council Member Tran stated she made her statement today and already said everything. She stated she was not there to go back and forth as it was useless, because they had another process to go through. She asked if the Council had seen anyone make up a story, go to court, pay for a lawyer and then prove themselves in court. She stated if they did not believe in themselves, what were they doing or didn't have evidence, never going to find a lawyer and go to court. She stated no one was stupid like that, had too much money or what did they think her statement she said today spoke about. She stated she would not say anything tonight and they would say what they wanted to say. She stated it was useless to speak there, and she made her statement and that was it. She stated she sent the statement to the residents and Council colleagues and would be leaving.

Council Member McGarvey agreed with the first part of her statement. He stated isolation was one of the worst punishments for a human being. It caused many social problems, decreased the strength of anything that required many people to come together especially a country which delayed human progress. He thought some of Council Member Tran's characterizations in the statement were false. He stated the code of conduct was not being used as a weapon but being used for what it was written for, to hold Council members accountable as they dealt with the staff when they looked to them for the vision and direction of the city. He stated when and if a city employee veered from that path, it was up to the city manager to deal with it. He stated if they were the ones that saw that, it was their duty to go to the city manager and was written in the code. He stated she did not do that, did it from the dais and was why the censure came. He stated she did agree that she had done that and later changed her position. He stated in the next sentence, second line of that, said that the Council accused her of mental illness. He stated it was false. The Council requested, based on information they were given, she get a mental health evaluation and was not an accusation. He stated that in light of the subject matter, it was for everyone's safety in the room and at the meetings.

Also in the same paragraph, she accused the Council of labeling a Council member as mentally ill and he stated they did not do that. He stated she was correct in her statement, there should be no room for tolerance for fraud waste, and abuse in public finance and his short time on the Council had not witnessed any of it. He stated he had tried to follow the clues she laid out, the evidence she brought and reiterated what Council Member Eriksen said, there was no evidence to back up the claims. He stated the code of conduct and Robert's rules, their parliamentary procedures, all those things were in place for a number of reasons. He stated Robert's rules were in place to allow for effectively and economically run meetings and also there to protect them from exposing their weaknesses or getting out of line in general. He stated the purpose of the code of conduct, if he was to say something, he would refer to the code of conduct and determine whether he should say it or not. He stated those rules in place were not weapons, they were there to protect each one of them in those positions from getting the city in trouble. He stated he read Council Member Tran's Facebook post about the whistleblower, the \$11,000. He stated the \$11,000 was to investigate it and was a drop in bucket to what the city would have to pay had a grieved employee was to sue the city for her statements. He stated the investigation was justified and the Council did not accuse her of having a mental illness or labeling her as such. He stated based on what she said tonight he would vote in favor of

continuing or extending the censure.

Council Member Page stated as the newly elected Council member took Council Member Tran's claim seriously. She stated she was supportive of the investigations that were done by the various agencies, the Council members, the mayor and city manager and not one person had suggested that she was the problem. She stated it had been business as usual of them working together. She stated she had to go to the Council's statement of values and looked at it from her position, the mayor's position and everyone else who had been involved from the beginning, and she was not. She stated she looked at that and was concerned from both sides of the censure if everything she said was true. She stated what was best for the city was not happening now. She thought there was time they had to understand, they were delaying important matters that were not being discussed, not being brought to the Council and there was the public opinion now. She referenced social media, regarding Council Member Tran's page and she could say whatever she wanted. She stated she had not seen her West District residents come in there with support. She had not seen any truth to the accusations, not seen or heard anyone disrespect her. She stated she had seen the utmost professionalism, and was looking for cracks to support her because she wanted to and couldn't find it. She stated the closest they got to it was, the frustration from a lot of the Council members for many reasons. She stated the Council was not doing the business of city and there was a point where they had to say enough was enough and had to move on.

She stated they all had to agree and needed to look at those items, *honesty and integrity*, which she believed Council Member Tran had. She believed her perception was different than what was happening. She stated respect was not happening when not following the meeting rules and they all had to respect it. She stated they all made mistakes and had to be educated on what the rules were and understand them. She stated there was a disregard for those rules as she had seen. On *teamwork*, they were struggling there with their relationship with the Council. She stated the information they valued was correct and timely. She stated they were struggling with the information being correct and she was looking for misinformation to support her. She stated it was okay to disagree and there was not a lot to say about that. She went back to what was best for the city and stated it was the interest of each Council member and staff member to do what was best for the city and uphold the city charter. She stated it was assuring accessible government was not a conspiracy theory, fiscal responsibility and blaming people for things that were not true. She stated a *spirit of professionalism, excellent service*, they were not their best Council and concerned her and wanted to get back to each of the Council members taking pride in the community and working for the residents. She stated she wanted to get back to everyone having trust and some of them didn't like each other. She stated there was a huge amount of respect but thought the matter of the city business had been put on the back burner for too long and was not sure how to get them back on track or what to do to get them back on track. She stated she had to value the expertise of the Council members and staff that had come before her. She stated she also could not vote to remove that censure with regret.

Council Member Klonowski stated the city's business had not been on the back burner. She acknowledged the hard work of the staff, city manager and Council members that had continued to show up and rustle through some of the challenges they had and still met the needs of the city. She stated nothing had been delayed or pushed off, they just worked overtime and had special meetings.

She stated she wanted to talk about one thing in the letter, which was accountability and wondered if Council Member Tran was able to acknowledge the accountability needed from her perspective or her seat regarding the accusations she had made against a particular man of

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color on staff. She stated Council Member Tran accused a black man of using drugs at city hall because she thought so, accused that black man of impersonating himself at city events and in front of the entire Council and his colleagues, accused that black man of doing a poor job and shouldn't have his position. She stated those were the reasons; the city manager had hired an investigator because that man felt targeted and understood why he did that. She stated their code of conduct had pathways for her to have resolutions for her concerns. She stated the pathways were to contact the city manager and contact other Council members. If she felt the city manager was not responding to her request or her needs were not being met, she had an attorney. She stated that was at the heart of all of it and why they continued to have those discussions.

Council Member Klonowski stated nothing had been about her personally, about her as a woman or about a Vietnamese woman and none of it had anything to do with that but accountability was and acknowledging when they had done harm to someone. She stated Council Member Tran's letter talked about isolation and people needing to be loved and things that haunted people. She stated she couldn't imagine what it felt like to be a staff person accused of doing drugs at work because Council member Tran thought they did because she smelled cologne. She stated it would haunt her, would tarnish her reputation with her colleagues, would embarrass her and would make her so uncomfortable. She stated she might have residents believing that because a Council member said that so it had to be verified. She stated everyone had to do better, expected to do better and why they had a code of conduct and a process for those things.

She stated the review had nothing to do with Council Member Tran posting anything on social media regarding a book review. She stated it was a scheduled 6-month review and another one in 6 months. She stated regardless of what she posted, if she posted negative things about staff that would be considered in the review of the censure, but she could post about the books she read, her beliefs, political opinions and as much as she pleased.

She wanted to make sure that was clear, and it was not up to Council Member Tran today to let any of the Council members speak regarding the censure she alluded to letting them speak. She stated all of them had a right and duty to speak on those matters because those were matters before the city. She acknowledged it was hard on Council Member Tran to have those conversations and thankful she stayed to continue to have the dialogue and didn't leave. She thought it was important they worked together even when it was challenging, showed each other respect and could be honest with each other.

She stated she hoped to see Council Member Tran acknowledge the heart of it was an attack on a staff person and that was the problem they had, stemming from that had come accusations against Council members and some had police go to their work and questioned in front of their colleagues about police reports and claims made about wanting to harm her. She stated that haunted people too.

She stated every action they took had reactions around them and when they took actions like that, they were harming people and regardless if that was Council Member Tran's intent or not it did harm people. To tell police that people wanted to hurt her when they never said that. She stated those were the things she was asking about the accountability from her on. She stated if Council Member Tran had clear evidence of things, if she thought there was something happening, misconduct, or fraud, to follow the proper process and had a lot of resources as an elected official. Many of them she was able to access and find on her own, but she had resources internally too. She stated Council Member Tran had a right to make her claims and

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had a right to have them investigated. She stated the Council also had the responsibility to do it in a professional way that didn't harm the city.

Council Member Klonowski stated she hated to see terms derogatory and mental illness go together. She stated it was in Council Member Tran's letter feeling that people were being derogatory toward her because of concerns about some mental health concerns or Council Member Morson requesting a mental health evaluation because of their fear of some of the things that came out.

Council Member Tran stated her concern was the false inference about her being a threat to others. She stated everyone attacked her by calling for a mental evaluation by the false inference of being a threat to others. She stated if she had something to share, didn't feel safe or something, she should talk to other Council members and she did in 2024. She tried to ask for a closed meeting between the Council members to share with Council, and she felt stuck in the chambers and felt intimidation. She stated there was an intention to try to stop her from the closed meeting, when the Council agreed and then said no. She stated someone said the closed meeting if later had to be reported to public and the public would get mad and asked why they would get mad. She stated she wanted to report to the Council, to tell the Council about her intimidation still going on in the cold weather. She stated she had to park the car far away and walk to city hall because her car was not safe in the city parking lot. She stated it was vandalized twice and the parking lot camera had somebody in another car parked next to her, and didn't want to provide her with the vehicle license plate. She stated she didn't feel safe every time she came to city hall. She stated she tried to go there in the cold weather and tried to deal with the intimidation to do her job serving people. She stated she didn't make up the stories. She stated it was something now was not clear in future but would be clear and she hoped someday everything would come to the public's eyes.

Council Member Xiong stated that as an API woman but also a Southeast Asian woman, thought the entire censure was emotional for her especially when she looked at Council Member Tran. She stated Council Member Tran reminded her like an aunt and mother and thought that was why it hurt more. She stated that even before coming on the Council, she felt afraid and being on the Council now, she still felt afraid for some reason too. She stated there was a part of her that felt guilty for being afraid because when she looked at Council Member Tran, reminded her of family but then there was a part of her that was afraid to talk to Council Member Tran too. She stated she really wanted to root for Council Member Tran because she represents her as a Southeast Asian woman. She remembered when she had won, and was happy even though she didn't reside in her district. She stated she was happy for the API and women sitting on the Council but also thought it was very concerning that as she came to realize that if she had already that much fear prior to coming on to the Council and sitting on the Council now, how staff must felt too when they put them in that sort of harsh light and thought that was where the other Council members were coming from. She stated the censure was not correlated to who Council Member Tran was as person but correlated to the actions that were toward the city staff member. She stated at the end of day; the censure was emotional for her and thought at one point she wanted to abstain her vote because it felt almost personal as if she knew Council Member Tran personally and looked like her.

She stated the Council was diverse and loved that for it but it did hit a little bit different when someone who looked like her was in a position such as this because she really did want to root for her, but when it came down to it when they were talking about the safety of Council members, staff and city reputation. She stated because of the multiple censures the city currently had seen as very sour and sad, also thought at this point didn't know where she was

going with it and what she wanted to say further but would end with, she was rooting for Council Member Tran to honestly build strong relationships with the Council and as she looked at her she saw herself and being an API woman, South East Asian woman and youth as well. She stated she had come to the Council and enjoyed it and apologized that it hadn't been the same for Council Member Tran and hoped going forward, even if the censure was to continue, they continue working on building relationships and mending what might have gone wrong on either ends in the past and work to represent the city and do what they were intended and elected to do in first place.

City Attorney Thomson stated before the Council tonight was not the renewal of the censure. He stated the censure was enacted by the Council as result of past conduct and not future conduct and they couldn't undo that. He stated what they could undo was the remedy they put forth in the censure resolution. He stated what was before the Council tonight would take an affirmative vote to change one or all of those things, but it was not renewing the censure and not taking another censure vote. He stated the Council was considering whether to remove any remedies they put forth in that censure resolution.

Mayor Winston stated there had been other censures in the past and those censures were related to employees. He stated he knew there was a perception the Council got caught up in discussions and given where they were as a country and as a city, discussions were not always easy. He thought they needed to make it clear, employees were valued within the city and employees were protected within the city.

He stated one of their responsibilities was to protect the employees and not set the example of punching down but protecting them who couldn't protect themselves in those situations. He stated the censure came out of that and as referenced in some of the allegations made by Council Member Tran and heard she was leaning into the language of not feeling safe again. He stated other police departments investigated it because of the conflict of interest if the police department investigated it. He stated they came up with the facts they found and came to a determination that nothing was there.

He stated he didn't know where to go beyond what the police departments had said. He stated when people saw the Council interact with one another, the Council was doing their best to show a level of respect and understanding. He stated the business of the Council was getting done, bio tech district, alternative response team, community intervention specialists and the conversations they were going to have tonight. He stated there had been a lot of work done and what they were doing with bio tech district, might feel like the sun was moving slow but in other cities that was 4-year process and they made it happen within 2 years because the Council saw there was an emergency the city was dealing with. He stated the Council had moved quickly when it came to the police department, procuring funds for the fire department, or coming up with solutions for the teen center and community activity center. He stated they moved quickly as a Council and didn't put things on the back burner and not much left on the backburner.

Mayor Winston stated he didn't hear from a majority of the Council that anyone wanted to lift the provisions or add new ones and would review the censure again six months from now.

7.2 Request by Councilmember Maria Tran to Register for the National League of Cities Data Literacy for Electeds Self-guided Course and the League of MN Cities Elected Leaders Institute from February 21-22, 2025.

City Manager Stroebel briefed the Council on the request by Council Member Tran to register

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for the National League of Cities Data Literacy for Electeds Self-guided Course and the League of MN Cities Elected Leaders Institute from February 21-22, 2025.

Mayor Winston asked if it was online or in person courses.

City Manager Stroebel stated the first item, the National League of Cities Data Literacy for Electeds Self-guided Course was a self-guided course from January 30 to March 7. He stated there were no travel costs and it was more of a virtual experience at a cost of \$500.

Council Member Page asked if it was a budget request because in the staff report other expenses were noted in 2025. She asked if it was a budget request, because of the censure or neither.

City Manager Stroebel asked about the censure and trying to understand from the Council's perspective, did those requests fall under the censure provision or not. He stated whenever there was a request for Council travel or educational item like that, they did get approved by the Council. He stated that the one exception to that was typically the LMC training on the basic and advanced trainings which was the second request, the League of MN Cities Elected Leaders Institute, would be the advanced option they provided for Council members as part of their learning experience. He stated he was trying to get clarity for Council Member Tran if that fell under the censure provision that would prohibit expending any funds on that type of training opportunity.

Council Member Page asked if the provision stated restricting of the funds.

City Manager Stroebel stated it was on Item 7.1, Number 5, on Page 4 and said, "no further expenditures of public funds are allowed for Council Member Tran to participate in, or to travel to, conferences or events on behalf of the City."

Council Member Eriksen stated that based on his understanding of the two events, the Data Literacy for Electeds course looked like it was self-directed online and no real sense of representation of the city. He stated the LMC elected leader institute, because of the nature of conversations and networking that happened there, and all who went to that were in a very real way representing the city said the second one fell under the censure Item #5.

Council Member Klonowski asked about the Data Literacy course, if that was truly self-guided or a group of people meeting virtually or clicking through a module.

City Manager Stroebel stated his understanding was closer to the latter of what she described. He stated there was a window by which an individual participating in the course could go through the course, January 30 through March 7 and it was largely self-guided and not any cohort participation.

Council Member Klonowski asked what the due date for the registration was. She stated that looking at the travel policy it did recognize elected official travel as being within the state or out of the state for workshops, conferences, events and others. She felt that transferred over to the censure, travel, anytime there was representation of the city at workshops, conferences, or events. She stated if they could find out the one was truly self-guided, she would be in approval for Council Member Tran pursuing that course because it was very much of interest to her and not violating the censure. She stated if they couldn't find out that information today, maybe they would table that vote until they had the information that it was truly self-guided. She stated she

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would vote down the other two because they were representing in person and representing the city and in violation of censure.

City Manager Stroebel stated the last date to sign up was February 13 and there would be a Council meeting on February 10.

7.2 MOTION KLONOWSKI TO TABLE A VOTE ON THE NLC DATA LITERACY FOR ELECTED OFFICIALS COURSE AS REQUESTED BY COUNCIL MEMBER TRAN FOR LMC UNTIL OUR NEXT COUNCIL MEETING UNTIL WE CAN HAVE A CLEARLY DEFINED ANSWER ON IF IT IS TRULY SELF GUIDED.

Council Member Klonowski asked if she had to specify to vote no on the other events.

City Attorney Thomson suggested voting on the tabled motion and if she wanted to request another action, she could make a separate motion for that.

72 MOTION KLONOWSKI, SECOND ERIKSEN TO TABLE A VOTE ON THE NLC DATA LITURACY FOR ELECTED OFFICIALS COURSE UNTIL OUR NEXT COUNCIL MEETING MOTION PASSED. (6 TO 0) COUNCIL MEMBER TRAN ABSTAINED.

7.2 MOTION KLONOWSKI, SECOND ERIKSEN TO NOT APPROVE COUNCIL MEMBER TRAN TO REGISTER FOR THE LMC ELECTED LEADERS INSTITUTE AND LMC DAY ON CAPITOL HILL DUE TO THE CENSURE. MOTION PASSED. (6 TO 0) COUNCIL MEMBER TRAN ABSTAINED.

7.3 Resolution Amending Fee Resolution #2000-202 Adopting a Schedule of Fees and Charges for Various Services, Licenses and Permits for the City of Brooklyn Park, Minnesota.

Mayor Winston recused himself from this item. He gave the gavel to Mayor Pro Tem Eriksen.

At 8:22 p.m. Mayor Winston departed the chambers.

Community Development Director Gladhill briefed the Council on the fees and charges for various services, licenses and permits for Cannabis Businesses.

Council Member Page asked what made it a retailer, microbusiness, mezzo business and medical with retail and if it was the classification.

Director Gladhill stated it was all defined by state statute. He stated the retail came down to selling the product and saw a lot of the low potency. The THC stores were already out there from a previous ordinance and as they got into the micro and mezzo, it started to break down where they could grow, manufacture and produce. He stated they saw more of the retail aspect of it and saw very little of the producing, manufacturing and was prescribed by state statute and would not notice the difference driving down the road.

Council Member Page asked if they were just approving the license fees.

Director Gladhill stated the fees tonight as the ordinance itself, the policy implications was done at the end of last year. He stated they were waiting for better guidance from the state on the fees and still had not gotten that yet and wanted to make sure they didn't fall behind. He stated those were the fees and not the policies, rules and regulations behind adult use cannabis.

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Council Member Page asked what the state fees were for each one of those.

Director Gladhill stated what she saw in the Council packet was what they could charge for retail registration fees. He stated the state hadn't decided what their own fees were going to be yet and was part of the rule making process going on.

Council Member Page asked how the Council could make that decision if they didn't know what the state fee was, if it was going to be half of that whichever was less.

Director Gladhill stated the statute said, for the city's registration, for example, they could go up to \$500. If the state charges \$1,000, then they would be in compliance with that. He stated the reason they had words or "half of, whichever is less" if the state was to charge \$500, the city's would be automatically half of that at \$250 and gave the city flexibility to match what they were doing without coming back for an ordinance amendment.

7.3 MOTION MCGARVEY, SECOND TRAN TO WAIVE THE READING AND ADOPT RESOLUTION #2025-25 AMENDING FEE RESOLUTION #2000-202 ADOPTING A SCHEDULE OF FEES AND CHARGES FOR VARIOUS SERVICES, LICENSES AND PERMITS FOR THE CITY OF BROOKLYN PARK, MINNESOTA. MOTION PASSED. (6 TO 0) COUNCIL MEMBER PAGE ABSTAINED.

Mayor Pro Tem Eriksen stated they would be discussing an item upstairs related to immigration. He stated they would do the Council and City Manager Reports and Announcements.

9A COUNCIL MEMBER REPORTS AND ANNOUNCEMENTS

Council Member Tran stated with the shootings last Monday and the previous week in the city, the Zanewood community center needed donations and funds from the state legislature when they distributed funds, and they should think about the population. She stated every city had different needs with the economy with malls, businesses booming and incomes with the fund distributions. She stated smaller cities of 30,000 should not get more funding than the city of 87,000 and needed to work on the transparency so the legislators could invest more in the city.

Council Member Klonowski thanked the residents who made comments on the importance of diversity. She stated they brought up a good point about Target Corporation. She stated the city had a large corporate campus in the city and was the second most diverse city in the entire state, being 60% BIPOC, with Brooklyn Center being more diverse. She stated it was interesting to have Target in the back yard and then rescind any of the important work on DEI so quickly into the new administration. She stated she couldn't imagine how that felt to so many people impacted by that and was a slap in the face to the city, which, always had a positive approach with Target. She stated the city had worked hand in hand with them when they had needs. She stated Target Corporate had done very little to show up for the city and didn't invest in youth programs and never gave a sizable donation of any type to parks and recreation to support the diverse community. She stated she would like to call on Target to speak to the Council about why DEI was not important anymore. She stated DEI and belonging was important, and the work didn't end when a new President came in or any President. She stated the work was meaningful for the community and asked everyone to try to make Target do better if they could.

Council Member McGarvey stated he had the privilege of attending the legislative breakfast on Saturday and how excited it was to be in that room. He stated to know that the city was part of the coalition of the Northwest Metro, where they were struggling and striving to move the cities

forward. He stated the ideas that came out of the room, ideas that went into that room and then were talked about in the room were encouraging. He stated he looked forward to the results that would eventually come out of meetings and in coalitions like that.

Council Member Eriksen wanted to address the change in the administration in Washington, DC. He stated he knew there were many of the city's residents who were afraid and who were uncertain. He stated he had been pondering as it related to their role as Council. He stated he worked for a small graduate school and spent a lot of hours last week wrestling with the consequences of the executive orders. He stated it was affecting a lot of areas in a small institution with a very limited budget and was not sure how many impacts of the executive orders would have on a municipality like Brooklyn Park. He stated he just wanted to offer and encouraged the Council to be attentive to and supportive of staff as they sorted through the consequences and regulatory burdens as the changes were coming in the next few months. He asked to reach out to the Council with any support needed as they wrestled with the complexity of all of it. He stated it would be a very challenging couple of months and try to be patient as they worked through them but also commit work with a sense of urgency as they served the residents through a very uncertain period.

9B CITY MANAGER REPORTS AND ANNOUNCEMENTS

City Manager Stroebel stated on the Highway 252 project, the next community engagement opportunity MNDOT was providing was in two evenings from now. He stated they were holding a virtual table talk discussion, from 5:30 to 7:30 p.m., didn't have the link to that meeting but he Googled "252 table talk discussion" and came up with that information and link.

At 8:34, Mayor Pro Tem Eriksen called for a recess and stated they would be reconvening upstairs in Room A203 for the work session.

8. DISCUSSION ITEMS

At 8:43 p.m. Mayor Winston reconvened the meeting in Room A203.

8.1 Discussion of the potential impacts to the city by the recent Presidential Executive Order Related to Immigration.

City Manager Stroebel provided an outline for the discussion and there were staff in the room and online that would help with the conversation tonight. He gave a background related to the federal changes enacted in the last week related to immigration and had caused a lot of angst and concerns. He stated there had been a lot of misinformation within the community and potentially some truth being shared as well. He stated he wanted to identify that as a starting point in the conversations.

He stated the next piece he would have the police chief walk through the existing policy that was referenced tonight during the public comment period. He stated the chief would also cover the training and practices that happened in the police department.

He stated he brought copies of previous Council actions related to topics such as immigration and also had a presentation from the Human Rights Commission. He stated there was also representation from the Multicultural Advisory Commission. He stated they also identified a handful of potential actions they wanted to discuss.

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He stated he knew that the mayor and the police chief had already begun discussions with some of the community cultural leaders and other Council members. He stated it was sharing when questions had been posed in terms of what was true in terms of awareness. He stated that was one way to continue the pathway of engaging the special multicultural community and leaders to share updated information.

He had a draft of a Q&A document the communications manager had been pulling together and provided the draft to share assembled with information the communications manager received from the police chief and others regarding common questions they were getting.

He stated the city also had a Q&A, Community Resource section on the website, updating the page with immigrant and human rights resources to refer to people.

He asked the Council what types of messaging expectations the Council had for staff regarding the community.

Police Chief Bruley stated in 2016 they had similarly dealt with the president's intent of stepping up immigration. He stated they did a review of the policy and processes around the Police Department and the policy was not as clear as it could be and heard the resident's comment about it tonight. He stated he had been working on the policy and doing research and thought it could be stronger.

He stated he had a CMAC meeting, an advisory group and introduced Lou, who was an expert on immigration and knew the feeling of the community. He stated she understood how communities were feeling and dealing with it and was tense as it was in 2016.

He stated they talked about opportunities to get out to the groups specifically to an event at St. Alphonsos Church to let them know they police department did not do immigration laws. They didn't go with ICE to do searches, didn't report people from the jail to ICE and didn't ask out in the street in interactions, if they were there legally or not. He stated there was one caveat, which was when the crime itself involved some component of potential illegals. He gave an example, of human trafficking, and was appropriate for them to connect with ICE to help track that crime, figure out who was coming and where they were crossing the border. He stated there were some elements where the crime itself, where they would have an interest in investigating it and be involved with individuals who were illegals and ICE would be the best resource. He stated that it was exceptionally rare and only when dangerous crimes were investigated. He stated those were the conversations they had at the CMAC meeting. They also had policy work and planned to start working with the community.

He stated there were some Facebook postings accusing them of going out with ICE and rounding up illegal immigrants. He stated he was getting a lot of emails and phones calls from community members he had built relationships with over a long period of time and that included representatives asking what was going on in the city.

He stated that he put everything at the fast pace to figure out on what to communicate and settle the community down. He stated they expedited the policy review because the community was concerned. He stated there were some things they could take off, like the role of the police department, and show where they stood on it. He stated the policy amendments were almost done and his goal was to bring it back to the CMAC because they were great partners and had history of reviewing the policy and bring it to the Council.

He introduced Luz Segal and would give her perspective of what she was experienced in the community and some of the things she was doing to help the community, and how she felt the Council and city roles could be to help.

Ms. Segal stated she had been a resident for almost 15 years and had worked for a local church and the majority were Latino immigrants. She stated she had a lot of friends and neighbors contacted her and were fearful and concerned. She stated what she was seeing was a lot of parents were not sending the kids to school and staying home because they were afraid, they were going to get caught and go into the schools.

She stated that about 98% of the people she worked with at the church were immigrant families and the majority of them were here for survival, looking for better jobs, and better lives of their children.

She had been a part of MAC for 10 years and wanted to be a voice in the city especially for folks that were afraid of the cops or afraid with anything that connected with a uniform in the country especially the police and fire departments or anyone working for the government. She stated if they were caught, they would be asked about their status and a majority of them were illegally here to survive to do better and bring kids to a country where they had more opportunities they didn't have in their countries.

She stated a lot of it was word of mouth where people that had been here would go back and say to go to the United States where their kids would make it and prosper and do better.

She stated she was partnering with the church and now the archdiocese was partnering with Pueblo Lucha Esperanza, an organization working with immigrant families. She stated they were working on getting all of the neighboring parishes in the cities to know about how they could come together and create awareness around it to help the families feel safe. She stated that a lot thinks that the church was a safe haven for a lot of those people and went there to feel safe.

She stated last Sunday, there was a church in Minneapolis that did an event and was standing room only. She stated she heard the city was involved, the mayor and lieutenant governor and other people of political background were there, as well as community members, and different organizations. She stated the idea of bringing people together from the different parts of the community was a good way of showing the families they could contact them if they needed resources, help or looking to understand the law and their rights.

She stated one idea they had was at St. Alphonsos, where she was previously employed, to come together and hold seminars to bring people together to show the concern and the support. She stated when they talked about it at the CMAC meeting, Chief Bruley was willing to be part of it. She asked how the Council could be more present with the families and help them understand they were there to support them.

Council Member Klonowski stated a lot of them wanted to find ways to be supportive and proud of the police and fire departments and everyone else who was going out to make sure they knew what they were saying. She stated when she heard about the church in Minneapolis, her first concern was how to protect the group and had a lot of people vulnerable if the word got out and asked how that was navigated.

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Ms. Segal stated before holding the meeting at the local church, it wasn't promoted and was word of mouth in the parish. She stated the same thing would happen in St. Alphonso's and was not going to be promoted. She stated they wanted the people already there to know they had trust, relationship, was a place of security and safety for them and would be done very carefully.

She stated there were lawyers at the meeting they had and gave a certainty of litigation, explained what their rights were and what they had as security. She stated Pueblos had been around for a while, a nonprofit immigration organization and they knew what the laws allowed and the rules. She stated they were heading it and came to them to be part of it. She stated she used to work for a parish in Brooklyn Center and there were 24 Latino ministries and the only one in the area. She stated the next one was St. Stephens in Anoka that served Latino families. She stated they go folks from New Hope, Coon Rapids, Blaine, Crystal and all the neighboring cities that went to that parish including Brooklyn Park and Brooklyn Center. She stated they came because they felt the support, relationship and connection and a safe place to be by word of mouth.

Brenda Blackhawk, Human Rights Commission, stated they had been talking about it for the last couple of weeks. She stated what was clear in their conversations, they wanted to protect and care for the families of immigrants, whether, documented or not. She stated they also wanted to help make the community feel safer and more secure. She stated they didn't want people to be afraid of calling for help in emergencies.

She stated the commission supported the Council having a work session and trying to come up with preventative measures to help in those instances. She stated something that needed to be done, that it was clear communication to the public about where the city stood on immigration and the resources that were available to help people.

REDI Manager Davis stated some of the conversations the Commission had was to provide an educational platform, education apparatus or forum where some of the information could be shared to quell some of the concerns. He stated that whether it was a forum or some type of brief they could send out through all the social media platforms to continue reiterating what it was and what it was not. He also stated the conversation had to be expedited and needed to include the schools. He stated the schools and city were exploring things in uncharted waters they had never explored before. He stated the more they could be in conversations with the people who were trying to figure out ways to communicate with the community members, the closer they would be to broach some semblance of an answer.

Mayor Winston stated there were two pieces to discuss, policy and outreach. He suggested discussing the actions on what the policy looked like and then what the outreach would look like.

Police Chief Bruley stated their policy didn't clearly state that an officer would not ask or seek out whether a person was here illegally. He stated it implied that if the officer was made aware they were here illegally and investigating a crime they could do it. He stated it said because there was US Code 8.13, that said an official, a Council, police chief an official cannot make a rule or prohibit in any way from another who's going to reach out to ICE. He stated that he applied to him as a police chief could not require his officer to not reach out to ICE. He stated Minneapolis had better language than the city. He stated it was under review by attorneys that nothing in that federal law said he couldn't prohibit the officer from even asking, couldn't develop the probable cause of the connection, never have reasonable suspicion and they couldn't ask the question if the person was there illegally. He stated they would only ask, and where Minneapolis had the right language, that talked about the only time an officer or detective could

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ask about it was if the crime itself was a component of being there illegally or illegally transporting, example, human trafficking, where the officer could explore it with ICE. He agreed in circumstances like that it would be appropriate for that to be explored. He stated the US law stated they couldn't prohibit any of their staff from reaching out to ICE if they chose to. He stated that still existed today, if the police officer wanted to do it, he couldn't discipline them. He stated they didn't reach out to ICE, had not happened and not their practice. He stated the officers did not know that law existed even when it was cited in their policy or referenced in their policy.

He thought they could do a better job of cleaning up the policy to do what they all wanted, and that was to protect the men and women that were in the city, from the city being a part of or perceived as part of ICE or immigration.

He stated his goal was to make sure the language was done, make sure the attorneys agreed with it, which was similar to Minneapolis, and knew they had a robust review process. He would also bring it to CMAC to review it through their lens to see if something was missing and then bring it to the Council for review.

Mayor Winston asked how soon he and the city attorney could get it to the Council.

Police Chief Bruley stated, he would wait for the next CMAC meeting or have a special meeting or at least meet online to review the policy. He thought about two to three weeks to have it before the Council.

City Manager Stroebel stated next week was the Council work session and March 10 was the next Council meeting.

Police Chief Bruley stated he would try to have it by March 10.

Council Member Klonowski stated that in the Pioneer Press today, St. Paul passed an ordinance where no city employee was allowed to ask about immigration status.

Police Chief Bruley stated he was going to propose in his policy, that they couldn't prohibit an employee from calling, but could prohibit them from asking the question. He stated that was why Minneapolis and St. Paul enacted that ordinance to say, no city employee could ask. He stated he could write a policy that said, they didn't ask and if they did, they would be disciplined and didn't know if the ordinance did much more and deferred to the city attorney on that.

Council Member Klonowski stated the ordinance would cover fire and all city services.

Mayor Winston asked if they could put disciplinary language in the ordinance.

City Attorney Thomson stated they could do that as a citywide policy or a resolution. He stated the police department wanted their own because they had specific reasons to do it. He stated they could discipline the employee that didn't comply with the policy and would want that in the employee handbook.

City Manager Stroebel stated they would also want to put in the police manual as they had a whole set of guidelines above and beyond the employee handbook.

Mayor Winston stated he liked that approach because it kept other folks that might have their own agenda going in and causing issues.

Council Member Tran stated she heard from the Hmong community last week, that after inauguration day, people were already asking for IDs and asked if they came to the city hall could they do that.

Mayor Winston stated he didn't know if the feds could go anywhere and start asking for IDs or license from people without some probable cause.

Council Member Klonowski stated according to the news federal investigators were barred from the school and ICE could not be barred. She stated they were allowed to go into churches, schools and hospitals. She stated she wanted the Human Rights Commission, residents and other Council members to know that the conversations they had tonight, the Council started talking about it behind the scenes in November and December, about the need to for a policy and understood what they had done in the past because they knew it was coming. She stated it wasn't because of a false allegation on Facebook they suddenly were hearing.

She stated false allegations on Facebook could have ended up in people being harmed. She stated there was a story recently where some faith leaders in the twin cities specifically said not to spread false information about raids because all it did was scare people. She stated the city did not need people afraid of the police and fire, it needed people to be safe and knew they had community and didn't want people fleeing police for any issues and not be harmed. She asked everyone to make sure the information they were sharing was real and not thrown out scary things about raids.

Council Member Klonowski stated some of the conversations were about kids coming home to find their families gone. She asked what the city was going to have in place, how that was going to be worked, and if there would be some type of tip line.

CEI Cindy Devonish, stated she was a former child protection social worker and was adamant to educate the community on the delegation of parental rights, DOPA, where a legal parent or guardian could sign over their legal rights to someone they knew for a period of time. She stated she asked Advocacy for Legal Rights, if that document could be valid for people who might not be legal and they said it would be. She stated there was a lot of fear about where the children would go but at least they would know where their child was going to do.

Council Member Klonowski asked how they would get in front of that, in a newsletter or one of the city pages, or a phone number that people could put on their refrigerator for a child. She asked what the city was going to do if a child came home and no one was there, who would they call.

Police Chief Bruley stated the proposed Q&A and resource guide the city was proposing to put on the website might be appropriate for that type of resource.

Council Member Klonowski suggested it also be sent out as people didn't always look at the city's website and hoped they had it at home when a kid came home. She stated the information could also be presented at events.

Mayor Winston also thought there needed to be a deep level of outreach and organizing the city didn't do to different communities. He stated if there were 15 or 25 meetings it would take more Council time. He stated people needed to be put at ease and knew what they needed to do if those situations came up and knew their rights, and being able to communicate that to their

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neighbors. He stated it would be with trusted partners and was not broadcast all over the world because people knew people and pulled people into what was necessary. He stated if they were doing 20 to 25 touches, some of it might be with the schools and every school district was going to be different. He thought the word would get out in much more authentic fashion and spread easier than having one big meeting because the information didn't get out the way it needed to get out.

Council Member Eriksen stated when COVID was first spreading, a few countries, during Saturday morning had cartoons, a 15-minute press conference where they talked about COVID with the kids. He suggested making a kid-friendly version of the Q&A to distribute to the schools because kids would bring it home and talked to their parents about it more than parents would read it in the news.

Council Member McGarvey stated in talking with his colleagues, whose memberships were made up of a lot of Latinos, they were putting together one- or two-page documents; "when is your lease up, who is your garbage carrier, where do your bills go" as an example. He stated it was terrifying and thanked Luz and Brenda for the work they were doing because it was terrifying.

Council Member Xiong stated that on top of conversations with kids, was ending the birthright citizenship too and not just families getting targeted but kids. She stated kids themselves were getting blamed and targeted. She asked what they could do with the school districts. She stated there had been bills in the legislature that didn't get passed where it prohibited schools from providing the students with information and that was how ICE got the information. She stated once they requested it, the schools had to give it because they were a federal group. She asked what response there would be for the students and didn't think there was going to be a response if ICE went into the schools and daycares while their parents were not around.

Police Chief Bruley stated he had talked to ICE agents, and they were dads and mothers too. His understanding was they were not going into the schools. He stated that if ICE wanted the school rostered, they would never ask the school, they would get a search warrant and take the computer, modem, everything and had that authority to do that.

He stated he had seen it in 2016, that if the city sent something home to kids and imply, they were going to be taken, they would not go to school. It would be causing fear at a level that was panic mode, going to see kids get pulled from school and going to affect their education. He didn't believe they were going to be taking kids from school because they were illegals, and the city could be part of the problem too cause parents pulling their kids out of school or parents doing things that were irrational because of that fear. He stated the city putting something out, it would get noticed and people were going to take it seriously. He stated that it had all been criminals identified through the system and now for the first time were picking them up.

Mayor Winston stated they knew what they could control and that was going to be the initial meetings, initial outreach to partners they had worked with in the past and working with Council Member Xiong's organization she was working with. He stated that it needed to be done, as soon as possible and also needed to get on the policy as quickly as possible. He liked the idea of making it city-wide but also noted there were consequences for an employee because it was against who the city was. He stated there needed to be conversations with some of the school board members first to see where they were because some of it was encroaching on their territory. He stated that would be the first step with the schools before sending out literature to the schools.

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Council Member Klonowski asked about the kids coming home and the parents were gone. She stated a lot of immigrant children had one parent and if that parent was removed, asked what the child could do. She suggested at community meetings to have some type of phone number to call.

Mayor Winston stated when they had the community meetings to have something youth friendly and for the parents. He stated it could have talking points and language saying what number to call, and who they talked to. He stated it should be without alarming folks and causing those alarming issues.

Council Member Page stated it was mentioned the school districts needed to be brought to the table to see what their positions were. She thought they were like the city and didn't really know. She stated they talked about it before the inauguration and some people wanted to wait and were concerned about targets in the city and would like to hear more about it. She asked if there was the possibility of having an open conversation with outlets to say, the city didn't have all the answers but listening, the city understood people were concerned and working on solutions. She stated the people who came to the meeting tonight felt the Council was not talking about it. She stated the Council had been having those conversations and had been worried about the residents.

Mayor Winston stated he was comfortable at some of the meetings to say, the Council was working on it, what they had and finding the best solutions. He was more concerned about the effectiveness of how they were going to get the solution out without making undue enemies or putting a spotlight on it. He stated it needed to come out during those meetings where people were attending with partners that knew people and people could trust them so they could deliver the message.

Council Member Xiong asked how active ICE was in the state now because she had been seeing things online about ICE being spotted in Minneapolis and did not know if that was true. She asked if there was a way of knowing how active ICE was in Minnesota.

Police Chief Bruley stated ICE had been focused on violent offenders and would cross paths with the police department when they would call to do a search warrant at a house, and they would support ICE. He stated ICE would have search warrants ordered by a judge to pick up the violent offenders. He stated it had been four years since they had seen ICE. He stated years ago they knew certain agents and supervisors and now didn't know anyone because they had been absent. He stated one thing he knew would change, ICE was ramping up to do more of picking up those illegal immigrants that had committed crimes and didn't know if it would go beyond that.

Council Member Xiong stated she was trying to get a grasp on what timeline the Council would have. She stated other Attorney Generals from other states were trying to sue President Trump. She stated she was trying to find a level playground to avoid that panic and explain that to the residents. She also connecting with AG Ellison to see where the case was at and what progress it was making and communicating that to the residents. She stated then they could slowly roll out the policies that didn't bring too much panic or attention to the city.

Mayor Winston liked that approach and getting the policy, 4.13, where they were saying employees couldn't do it and if they did, they would be accountable. He stated that was an as soon as possible thing and having meetings with residents so they knew the city understood,

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involved and trying to get some information. He stated they needed to meet with the school districts and the city needed to do its own due diligence on other things.

Police Chief Bruley asked if they needed to explore the idea of having an ordinance that prohibited employees from asking. He stated if the police department was going to do it then they could bring both to the Council their policy and the ordinance change to take up at the same time.

Council Member McGarvey asked what ICE's requirements were when they came to the city.

Chief Bruley stated they had none and would not call the police department if it was for nonviolent individuals. He stated they only would call, when they were fearful, didn't have resources, and didn't have access to a SWAT team. He stated if there were dangerous individuals that were wanted for murder, etc., they would need to do it safely but if it was a low level pick up, they wouldn't tell the police department.

Council Member Klonowski thought the community meetings were essential to get going sooner than later and knew they had a lot of work to do. She stated it benefited everyone, and they also actively listened to the community and not just come in and give a piece of paper but encourage the residents to ask questions, ask what the Council could do, ask what should the Council be doing, what helped them, and what they were seeing. She stated she didn't think the AG's lawsuit was going to stop ICE at all. She stated they had the power to come to the city and enforce whatever they needed to enforce. She stated what the AG was suing on was that the state of Minnesota would not assist.

Discussion was also held on the birthright issue; the AG was suing to overturn the birthright and was unrelated to ICE.

Council Member Page stated she supported the policy because the police department and first responders were highly regarded in the city. She stated that by working on it, it gave more security to the citizens and residents and made a difference. She stated it was key and thought that was the first thing that was worked on because it showed the support of the first responders.

City Manager Stroebel handed out a few items to the Council. He stated back in 2017, then Council member Susan Pha proposed a resolution that was eventually amended in March of that year and adopted a resolution of support declaring the support for the rich diversity of the community.

In 2020, there was a great risk of deportation for the Hmong and Lao citizens nationwide, Council member Pha led the Council to pass a resolution of support. In 2021 during COVID, when Asian American Pacific Island community members were being threatened on a regular basis, tied to COVID. There was a resolution of support the Council passed.

He stated those were examples of Council Member Klonowski had asked what historically was done by the Council and when Council Member Page was elected, she had the similar question. He stated those were examples if the Council had any interest along those lines. He stated as they learned more they would be adding to the Q&A or the fact sheet and was just a starting point to disseminate at community meetings, one on one with community members, and through the website or other mechanisms.

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He summarized what he heard in terms of action he felt the Council was supportive of.

- Bringing back on February 10 the policy prohibiting all city employees from asking about immigration status. On the police and fire department policies would get put in place by the chiefs of those departments. Bring those to the Council too to get clarity on their policies.
- The development of a Q&A fact sheet that could be used on the website to be distributed.
- An outreach plan including various community meetings, identifying community connections for organizational leaders, for the mayor and police chief to connect with.
- An interest on how to engage with the school districts and get a sense of what they had going on and if there was any way to partner with them.
- When the Q&A was done, knowing it was immigration law in-depth but to create a version that was youth friendly.

City attorney Thomson clarified the executive order relating to the birthright discussion.

Mayor Winston stated the city manager had the understanding that the sooner the better with the meetings and understood they had to find organizations and their leaders to get the word out. He stated if Council members had people, they thought would be good in those spaces that had a shared acquaintance, it would be good. He stated they should get that information to the city manager as quickly as possible to start having a list of people and organizations that could help with setting up those meetings.

City Manager Strobel stated they would be having conversations tomorrow and already had many involved in putting the items together, including Cindy Devonish, Dr. Davis, Dr. Smith and communications manager Risikat. Also involved, the police chief and HR Director with regard to the policy and the employees around immigration status. He stated they would be working with the city attorney and would put it all together for a Council update at the work session next Monday and then bring it forward to the Council on February 10 for adoption.

Mayor Winst stated the language that would be created they discussed would send a clear message to communities that might be affected, that the city had their backs and cared about them as residents of the city and the outreach meetings would help do the rest.

ADJOURNMENT - With consensus of the Council, Mayor Winston adjourned the meeting at 9:51 p.m.

HOLLIES WINSTON, MAYOR

DEVIN MONTERO, CITY CLERK

REGULAR BROOKLYN PARK CITY COUNCIL MEETING

Monday, February 10, 2025
6:00 p.m.

Brooklyn Park Council Chambers
5200 85th Avenue North

CALL TO ORDER - Mayor Hollies Winston

PRESENT Mayor Hollies Winston; Council Members Christian Eriksen, Shelle Page, Tony McGarvey and Maria Tran; City Manager Jay Stroebel; City Attorney Jim Thomson; Community Development Director Tim Gladhill; Finance Director LaTonia Green; Acting Operations and Maintenance Director Greg Hoag; Recreation and Parks Director Brad Tullberg; Deputy Police Chief Shane Dupaul and City Clerk Devin Montero.

ABSENT: Council Members Nichole Klonowski (excused) and Amanda Xiong (excused)

Mayor Winston opened the meeting with the Pledge of Allegiance.

2A RESPONSE TO PRIOR PUBLIC COMMENT

City Manager Stroebel stated there were several people that spoke at the last Council meeting at public comment in terms of those that did not break the public comment code of conduct. Mr. Joshua Uhloth, who had comments and concerns regarding Target's decision to back away from their DEI work; and several community members who made comments regarding supporting the police department in their work and slightly revising the immigration policy for the sworn police officers and thanked chief Bruley for that work. He stated the individuals who spoke in favor were Ms. Larkin, Ms. Weakly, Ms. Zimein and Bernice.

2B PUBLIC COMMENT-None.

3A. MOTION WINSTON, SECOND TRAN TO APPROVE THE AGENDA AS SUBMITTED BY THE CITY CLERK WITH REMOVAL OF ITEM 7.3 TO MARCH 10, 2025. MOTION PASSED UNANIMOUSLY.

3B PUBLIC PRESENTATIONS/PROCLAMATIONS/RECEIPT OF GENERAL COMMUNICATIONS

3B.1 Introduction of New Employees

Director Gladhill introduced Asma Jihad to the Community Development Department.

Manager Jason Newby introduced Eliza Perkins to the Community Development Department.

Director Green introduced Molly Lopez to the Finance Department.

Deputy Police Chief Shane Depaul introduced Mari Cranbrook-Meyer, Kham "Xai" Vang, Daryl Brown, Denise Washington Khadija Frazier, Brock Ajuwon, Charne Henery to the Police Department.

Acting Director Greg Hoag introduced Mitch Robinson who was promoted to city engineer to the Operation and Maintenance Department.

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Director Tullberg introduced Roxann Maxey and Dystany Gatiln to the Recreation and Parks Department.

3B.2 Mayor's Proclamation of February 2025 as Black History Month in the City of Brooklyn Park.

Mayor Winston read the proclamation proclaiming February 2025 as Black History Month in the City of Brooklyn Park.

4.0 MOTION MCGARVEY, SECOND TRAN TO APPROVE THE FOLLOWING ADMINISTRATIVE CONSENT ITEM:

4.1 TO WAIVE THE READING AND ADOPT ON SECOND READING ORDINANCE #2025-1308 ESTABLISHING A FRANCHISE AGREEMENT WITH CENTERPOINT ENERGY RESOURCES CORP, A MINNESOTA CORPORATION, D/B/A CENTERPOINT ENERGY MINNESOTA GAS ("CENTERPOINT ENERGY"), ITS SUCCESSORS AND ASSIGNS, FOR PROVIDING GAS ENERGY WITHIN THE CITY OF BROOKLYN PARK.

4.2 TO WAIVE THE READING AND ADOPT RESOLUTION #2025-26 APPROVING A FINAL PLAT SUBDIVIDING 8708 GREEN HAVEN DR. N. INTO THREE SINGLE FAMILY LOTS.

4.3 TO WAIVE THE READING AND ADOPT RESOLUTION #2025-27 TO ACCEPT BIDS AND AWARD A CONTRACT FOR THE CONSTRUCTION AND INSTALLATION OF ONE AERATION PUMP, PIPING AND RELATED EQUIPMENT AT THE WATER TREATMENT PLANT TO MINNESOTA MECHANICAL SOLUTIONS AND TO AUTHORIZE THE MAYOR AND CITY MANAGER TO EXECUTE THE CONTRACT.

4.4 TO WAIVE THE READING AND ADOPT RESOLUTION #2025-28 AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH MARCO TECHNOLOGIES LLC FOR THE LEASE OF MULTIFUNCTION PRINTING DEVICES

4.5 TO WAIVE THE READING AND ADOPT RESOLUTION #2025-29 TO APPROVE AN AMENDMENT TO THE INTENSIVE COMPREHENSIVE PEACE OFFICER EDUCATION AND TRAINING GRANT FROM THE MINNESOTA DEPARTMENT OF PUBLIC SAFETY AND AMEND THE 2025 GRANT FUND.

4.6 TO APPROVE THE MINUTES OF THE BROOKLYN PARK CITY COUNCIL MEETING OF MAY 13, 2024, AS PRESENTED BY THE CITY CLERK.

4.6 TO APPROVE THE MINUTES OF THE BROOKLYN PARK CITY COUNCIL MEETING OF MAY 28, 2024, AS PRESENTED BY THE CITY CLERK.

4.6 TO APPROVE THE MINUTES OF THE BROOKLYN PARK CITY COUNCIL MEETING OF OCTOBER 28, 2024, AS PRESENTED BY THE CITY CLERK.

4.6 TO APPROVE THE MINUTES OF THE BROOKLYN PARK CITY COUNCIL SPECIAL MEETING OF NOVEMBER 18, 2024, AS PRESENTED BY THE CITY CLERK.

4.6 TO APPROVE THE MINUTES OF THE BROOKLYN PARK CITY COUNCIL SPECIAL

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MEETING OF DECEMBER 16, 2024, AS PRESENTED BY THE CITY CLERK.

MOTION PASSED UNANIMOUSLY.

5. PUBLIC HEARINGS

5.1 Public Hearing for Preliminary Allocation of Fiscal Year (FY) 2025/2026 Community Development Block Grant (CDBG) Program Funds and Appointment of Representative to CDBG Public /Human Services Selection Committee.

John Kinara, Housing and Redevelopment Coordinator, briefed the Council on the Preliminary Allocation of Fiscal Year (FY) 2025/2026 Community Development Block Grant (CDBG) Program Funds and Appointment of Representative to CDBG Public /Human Services Selection Committee.

Council Member Tran asked how they would make sure the distribution of loans would go out fairly to all in the community and district population.

Coordinator Kinara stated the first process on the proposed activities intended to fund would need to get Council approval. He stated they had a process in place on how each program was operated. The home rehab loan program was administered through Hennepin County and they had program guidelines for qualifying criteria for each individual applying for those funds. He stated they had to be a homeowner in the city, current on mortgage payments, current on property tax payments, not defaulted on any payments in the last 12 months, must meet income requirements and annual income could not be more than 80% of area median income as stipulated in the program guidelines. He stated once that criteria was met and depending on available funds, they were funded. He stated they did that throughout the community, and everyone was eligible to apply but had to qualify to be funded. He stated by following those guidelines and the framework in place all people were served equally and equitably.

Council Member Tran asked if they looked into the districts or neighborhoods to make sure the work was in every district equally.

Coordinator Kinara stated they didn't look at neighborhoods because they were serving the entire community and wherever the application came from, they had the obligation to look at it, qualified or disqualified, regardless of the neighborhood. He stated it was an income restricted program and possible some homeowners from certain neighborhoods might not qualify because their incomes could be much higher than what the program required.

Council Member Tran asked how many applications there were for the past two years and how many applications were received and how many were approved.

Coordinator Kinara stated he would be happy to provide the details and in 2024 they qualified 24 homeowners and spent \$290,000.

Council Member Tran asked of the 24 homeowners awarded, how many applications were received.

Coordinator Kinara stated they had many applications received and on waiting list. He stated Hennepin County qualified the applications was to go through the waiting list, Hennepin County reviewed the waiting list; and the names kept moving up on the list and followed the list and

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qualify individuals until all funding available was exhausted and then wait for new allocation of funding.

Council Member Tran asked about those on the waiting list, would they let the people know they were not eligible or be on the waiting list for ever.

Coordinator Kinara stated for those not eligible were notified immediately when they submitted their names to be put on the waiting list. He stated there were prequalifying criteria and looked at their income because they had to state how much money they made. He stated if it was more than the income guidelines they were eliminated from the waiting list and notified by a letter from the county.

Council Member McGarvey asked about the 8 independent organizations, like the salvation army, and others, if they were anticipating any kind of family type crisis they had not experienced before, or RFPs taken into consideration with the new political situation in the country they might be experiencing different types of crisis beyond clothing. He asked if that was being taken into consideration and was the money all directly generated or came from or originated at Hennepin County. He asked if there was any federal funding involved that might be in jeopardy under the new political situation they were in the country.

Coordinator Kinara stated there was a change in the funding climate in the communities across the U.S. He stated it was a new development, and a lot of organizations were trying to figure out what was happening and the impact. He stated that due to the freezing of potential funds from other sources many organizations in the communities would ask for more funding through the RFPs. He stated the problem was that the city might not have funding they were asking for because they were capped at 15% because it was a federal guideline. He stated that on the freezing of funding, it was still a developing story and didn't know the impacts when the announcement was made two weeks ago. He stated a lot of cities were worried of the CDBG program was not funded and didn't have a clear guideline on it. He stated Hennepin County's direction was to keep doing what they always did, plan activities, get the Council approval and resolutions and move forward and see what happened. He stated those were federal funds and came from the Department of Housing through pt of housing through Hennepin County.

Mayor Winston opened the public hearing to consider the Preliminary Allocation of Fiscal Year (FY) 2025/2026 Community Development Block Grant (CDBG) Program Funds.

The following Individuals addressed the Council – None.

Mayor Winston closed the public hearing and returned the item back to the table for consideration.

5.1 MOTION ERIKSEN, SECOND MCGARVEY APPROVING PRELIMINARY ALLOCATION OF FISCAL YEAR 2025/2026 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM FUNDS AND APPOINTING JOHN KINARA TO REPRESENT BROOKLYN PARK ON THE HENNEPIN COUNTY CDBG PUBLIC/HUMAN SERVICES SELECTION COMMITTEE. MOTION PASSED UNANIMOUSLY.

5.2 Public Hearing for Vacation of Easement Documents No. 3559368 and No. 3727273.

Marc Culver, City Engineer, briefed the Council on the Vacation of Easement Documents No. 3559368 and No. 3727273 and the continuation of the public hearing.

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Mayor Winston opened the public hearing to consider Vacation of Easement Documents No. 3559368 and No. 3727273.

The following individuals addressed the Council – None.
Mayor Winston continued the public hearing.

5.2 MOTION TRAN SECOND MCGARVEY TO CONTINUE THE PUBLIC HEARING TO MARCH 10, 2025 FOR VACATING EASEMENT DOCUMENTS NO. 3559368 AND NO. 3727273, HENNEPIN COUNTY, MINNESOTA. MOTION PASSED UNANIMOUSLY.

6. LAND USE ACTIONS-None.

7. GENERAL ACTION ITEMS.

7.1 Immigration Action Items Update.

Jay Stroebel, City Manager, gave an update on immigration action items.

He stated the Council had a work session and conversations in the last two meetings regarding the federal immigration actions and implications of those in the community. He gave an update on some actions they had taken as the results of those conversations with the Council.

He stated on the external things they had been involved included a news release on the city's position relative to the immigration enforcement actions especially with encouragement of encouraging the residents to continue to work with the city on the basic services the city provided, especially reaching out to the city or calling 911 where there were emergency situations, whether fire or police. He stated there were small instances where the police department did have to inquire regarding immigration status, were situations where there were violent crimes or in the event where someone arrested led to a jail where the offense was serious enough to that case. He stated in most instances where the police officers were interacting with the community the police officers did not inquire about immigration status per the policy, that would be against what they should be doing.

He stated they also put on the Human Rights webpage, Immigration set of Frequently Asked Questions and could get some additional clarity and found on that page as well as they had a Community Resources page that had a variety of community resources and set of immigration resources in terms of people getting legal guidance.

City Manager Stroebel stated there were a variety of events being held both by the community this week and other events taking place including the mayor and police chief both doing podcasts reaching out to thousands of people.

He stated there would also be two city specific hosted events, The first one coming up next week, Wednesday, February 19 from 6-8pm. He stated details would be sorted out and then again on Thursday, March 20, and planning a follow up conversation. He stated there would be more information and would send it out via social media. wo

He stated there had been a number of internal actions taken relative to staff. The Human Rights division was working on finalizing specific language but on a preliminary basis, guidance out to staff in terms of how to handle situations where federal immigration authorities might come into

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public places and not interfering with federal immigration officials. If there were federal immigration officials in more private places, places behind security, how those matters got handled, would be to call 911 and the police department to ensure everything was expected on the protocols from the federal officials.

He stated they were also providing a staff learning opportunity as they got a lot of questions from city staff, city inspectors, other staff, police officers, firefighters, and others in terms of the overall immigration education, the legal process, and how best to get the education. He stated the other internal piece going on was the review of any instances where they might be asking about the immigration status where they didn't need to be and if they needed to be asking, how long they held on to that data.

He stated the proposed Council action tonight was to formally put in place a city policy for all city staff, in terms of directing the city manager and staff to review the city services and bring back an employee policy outlining city staff's limitations and restrictions on soliciting immigration information or inquiring about immigration status during the course of their duties.

He stated the police department recently revised their policy and the fire department also revised their policy to be clear around their direction in those cases. He stated the proposed citywide policy would apply to all city employees and would be aligned with the recent updates the police and fire departments had already made

Council Member McGarvey clarified that the city was not proactively going after people on immigration status in any way through the police department, DMV and other services and was not happening in the city.

City Manager Stroebel stated there were some specific unique circumstances within the police department where they had to follow the law where they had to inquire about immigration status. He stated outside of those limited circumstances, as a matter of policy and practice, policy of the police department and fire department and if directed a policy for all city staff, the policy would go into effect. He stated it was only limited to circumstances specifically to the police department. He stated staff were surveying if there were any other instances in the city work where they inquired about immigration status. He stated the HR Director talked about that in the work session when they did the hiring process and tried to get clarity on that and thought it was limited in scope.

Council Member Tran asked if the custom border patrol came to the city and were looking for people that were reported with criminal history, if the police chief had to cooperate with them.

Deputy Police Chief Dupaul stated if ICE were to come to the city, they would cooperate as far as helping them in cases where a situation developed where they needed support, i.e., it turned into a riot, peacekeeping type of things. He stated it was not in their power to go out and enforce civil immigration law and it was not what they did as a police department. He stated they would assist them if there was some kind of public disorder that happened would work on that peacekeeping effort.

Council Member Page stated Council had received a lot of emails and calls and asked for clarification that the city was not asking emergency services to do something different, it was what they had always done, managed the emergency calls, managed those situations where needed, i.e., if someone got in car accident, was injured and going into ambulance, the emergency services staff was not saying "are you documented." She thought that had been

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the biggest thing was the conversation the city was not doing what it was supposed to do or not following federal guidelines. She stated the city was basically continuing what it had been doing to keep employees and emergency services safe and doing what they were designated to do.

City Manager Strobel stated it had never been a matter of practice for city staff, whether police, fire, community development, or any other to inquire about the immigration status, except for the few circumstances dealing with significant crimes or the arrest was where a jailing took place where they were required by law. He stated if there were an auto accident and police and fire showed up, no one would ask about their immigration status.

Council Member Page stated staff were doing what they did before, maintaining their response times and continuing to help those in need and not asking that question and never asking that before.

City Manager Stroebel stated as the deputy police chief Depaul highlighted, it was not the city's role or responsibility as local enforcement or any other city employee to enforce federal immigration laws. He stated it was left up to the federal immigration authorities and they were active throughout the country and knew within Minnesota there had been people picked up by immigration authorities where the police chief had firsthand knowledge but had not been tasked to participate in any of those situations they had gone to identify and retain individuals based on prior criminal conduct.

Council Member Page stated the experts in immigration were taking care of that and the city was taking care of the residents and staff as it had always been doing.

City Manager Stroebel stated their biggest concern was that a resident was fearful of calling 911 in case of an emergency, a fire emergency or police emergency if they didn't have that confidence, they could call 911, respond and not inquire about the immigration status. He stated their focus was helping them from a public safety standpoint and not inquiring about the status of immigration. He stated their concern was that if people were hesitant to call 911 then it perpetuated a situation where it made them targets of violent crime because people might perceive they wouldn't call 911 to address the situation. He stated the mayor, police chief and others had been active in gatherings, podcasts and other opportunities of disseminating information to the community of trying to provide that assurance, if they were calling on a 911 matter, their first response was to help address the situation they were in and not there to inquire about the immigration status.

Mayor Winston stated there had been emails, calls, internet chatter on the approach the city was trying to protect criminals or racialization of it. He stated it needed to be addressed and was wrong to say that and wrong to look at the police department say the police department should be actively going out there and doing the work of something that was the direct responsibility of the federal government, which was immigration. He stated the police department was not to be used for political purposes or political agendas which was out of fear. He stated his concern was some of the rhetoric the Council had addressed effectively in terms of talking about the practicality of what was going on. He stated the practicality was the city had limited resources in the police department. He stated the police department was doing a good job of pushing down crime for a number of years and pushed it down in areas where it had not gone down for some time and done that effectively and building good repour with the community in doing that.

He stated it was important for people to realize the city resources were to be used for the city and residents, to protect and take care of them. He stated then there was federal government or

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other parts of government that looked into other issues. He stated the city was focused on pushing down crime within the city and making it as safe a city as possible.

He appreciated that approach from the Council and police department and encouraged everyone to continue to lean into that. He stated there would be more questions once the Council came back and had a full discussion on what the actual policy looked like as a city.

City Manager Stroebel thanked staff involved with helping with the response and were in attendance tonight: REDI Manager; HR Director; Communication Manager; Assistant City Manager; Community Experience Engagement Manager, staff and the police chief not in attendance. He stated he knew there had been great interest by the community and Council in terms of being responsive and applauded the work of the staff with coordination with the community and Council on that effort.

Council Member Eriksen stated he shared all of the public announcements that had come out of the city, the first one, pointed people to FAQs and city resources; the second, with the fire and police chiefs statements and third, with the mayor's statement. He stated he had gotten a lot of feedback both good and bad from residents locally but a lot of people he knew in networks around the country were impressed by the thoughtfulness, the city approached it. He thanked the Communications Manager and staff involved on those efforts to get the information out. He stated it was affective, professional and attentive to some of city's neighbors who were fearful.

7.1 MOTION ERIKSEN, SECOND MCGARVEY TO DIRECT THE CITY MANAGER TO REVIEW CITY SERVICES AND BRING BACK AN EMPLOYEE POLICY OUTLINING CITY STAFF'S LIMITATIONS AND RESTRICTIONS ON SOLICITING IMMIGRATION INFORMATION OR INQUIRING ABOUT IMMIGRATION STATUS DURING THE COURSE OF THEIR DUTIES.MOTION PASSED UNANIMOUSLY.

7.2 Request by Mayor Winston to Travel to and Attend the Mississippi Rivers and Towns Initiatives 2025 Capitol Meeting from March 5-7, 2025.

Jay Stroebel, City Manager, briefed the Council on the request by Mayor Winston to travel to and attend the Mississippi Rivers and Towns Initiatives 2025 Capitol meeting from March 5-7, 2025.

7.2 MOTION ERIKSEN, SECOND MCGARVEY TO APPROVE MAYOR WINSTON TO TRAVEL TO AND ATTEND THE MISSISSIPPI RIVERS AND TOWNS INITIATIVES 2025 CAPITOL MEETING IN WASHINGTON D.C. FROM MARCH 5-7, 2025. MOTION PASSED. (4 TO 0) WINSTON ABSTAINED.

8. DISUCSSION ITEMS – None.

9A COUNCIL MEMBER REPORTS AND ANNOUNCEMENTS

Council Member McGarvey thanked Deputy Police Chief Bill Barritt for his years of service at the city as he recently retired. He also congratulated the officers being promoted and recognized at the Police awards banquet.

9B CITY MANAGER REPORTS AND ANNOUNCEMENTS

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City Manager Stroebel stated the first city-led meeting would be held on February 19, from 6 to 8 p.m. and more details would be provided via social media and would be online. He stated that February 17 was President's Day holiday, and the city offices would be closed. He stated the EDA meeting would be held on Tuesday.

ADJOURNMENT - With consensus of the Council, Mayor Winston adjourned the meeting at 7:33 p.m.

HOLLIES WINSTON, MAYOR

DEVIN MONTERO, CITY CLERK

SPECIAL BROOKLYN PARK CITY COUNCIL WORK SESSION

Monday, March 17, 2025
6:00 p.m.

Brooklyn Park City Hall
Room A203
5200 85th Avenue North

CALL TO ORDER – Mayor Hollies Winston

PRESENT: Mayor Hollies Winston; Council Members Shelle Page, Tony McGarvey, Maria Tran; Amanda Cheng Xiong, Nichole Klonowski; City Manager Jay Stroebel; Community Development Director Tim Gladhill; Planning Director Paul Mogush, Senior Planner Erin McDermott, Recreation and Parks Director Brad Tullberg, City Attorney Joe Sathe, and Deputy City Clerk Jennifer Gooden

ABSENT: Council Member Christian Eriksen (excused)

PARTICIPATING REMOTELY: Assistant City Manager Dr. Angel Smith

GUESTS PRESENT: Bolton & Menk Consultants Mike Thompson and Haila Maze

Planning Director Mogush called roll for the Planning Commission members.

PLANNING COMMISSION MEMBERS PRESENT: Liam Cavin, Maggie Borer, Kathy Fraser, Phillip Gaye-Bai, Abdo Korosso, and Shereese Turner

PLANNING COMMISSION MEMBERS ABSENT: Teshite Wako, Chuwunedu Arah, and Christopher Udomah

A. CALL TO ORDER

B. DISCUSSION ITEMS/GENERAL ACTION ITEMS

B.1 Northwest Growth Area Plan – Planning Commission Joint Session

Planning Director Mogush reported that the City issued a request for proposals on May 13, 2024, to initiate the Northwest Growth Area Plan project the creation of a small area plan, Alternative Urban Areawide Review (AUAR) and Development Implementation Strategy. He stated that at the August 24, 2024, meeting City Council approved the proposal by Bolton and Menk, Inc. at which time they began working on the project.

Mr. Mogush reported that an Open House was held at the Brooklyn Park Small Business Center on January 22, 2025, with a survey following the material presented. He stated that the survey was also made available with all presented materials to the city website and was available to the public from January 22 through March 10, 2025. He stated that consultants from Bolton and Menk, Inc. will be presenting survey results as well as three scenarios resulting from public input at this joint session with the Brooklyn Park Planning Commission.

Bolton and Menk Consultant Maze reported that the area that is being considered for development is approximately 700 acres. She stated that Bolton and Menk reviewed the project goals and processes along with key opportunities and issues. She reported that an open house was held with 120 attendees and a survey was sent to the residents of Brooklyn Park. She

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stated that 696 total responses were received with 559 from Brooklyn Park residents and over 20 stakeholder outreach meetings were held.

Ms. Maze reviewed the key themes that were discovered in the results of the outreach. She stated that the key themes are vision and privatism as well as an interest in diversity of employment options, housing options and public street options.

Bolten and Menk Consultant Thompson presented three development type possibilities. The models included transit development, a community with low and medium density residency and a medium to high density residential development.

Mr. Thompson explained the importance of having constants and variables in the development plan. He stated that stormwater management is very important and a needed constant. He explained that trails would be considered a variable in the plans.

Mr. Thompson presented the three models. Package number one includes a neighborhood to the North with a Biotech industry in the South. He stated that there is a strong separation between these two areas because of the Three Rivers Park trail. He stated that the neighborhood would be traditional with walkable paths and dense housing. He stated that the Biotech area would be a traditional campus with entrances to the East and West. He stated that there could possibly be a city park.

Mr. Thompson explained package number two to include greenway trails, green space in the middle area and the Biotech area near the West with offices and research to be on the East side of the development.

Mr. Thompson presented package number three stating it is an urban village with a dense center and the density is less as it progresses further out. He stated that it would be set up for institutional use such as a library, community center, school or police station. He stated that it would be a blending of housing and a less presence of stormwater.

Mayor Winston reported that this project is a Brooklyn Park led project, and previous discussions were held and found that there was not the need for several car washes and fast-food restaurants in the area. He stated that in comparison to larger metro cities, it is important to develop this parcel carefully with a modest budget in mind. He stated that he sees this as an opportunity for residents to give their input and for the city to be proactive to lower property taxes.

Council Member Page stated she feels the importance of bringing back previous Brooklyn Park residents. She stated that she sees a need for senior housing option for active older adults who want to have a smaller home in the community. She inquired as to why the plans showed housing to build around the border of the parcels.

Mr. Thompson reported the neighborhood along 101st Avenue will be convenient for LRT travel and with the neighborhood option along 109th Avenue there will be easy access to Highway 169 for residents.

Planning Commissioner Cavin inquired if the city is aware of the goals of the Greater MSP (Medtech 3.0). He stated the importance of groundwater and stormwater management with the Biotech area. He stated that ground water management needs to be noted well in the development plans and the infrastructure needs to be capable of handling it.

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Mayor Winston stated 200 acres are designated for the Biotech area. He stated that TIF funds are being researched to be used to attract business into the area. He reported that the area will be created to bring Biotech organizations needs and to be well recognized for the industry. He stated that the city is aware of the Greater MSP goals and is working with them.

Community Development Director Gladhill reported that the city is moving forward onto Phase II of consulting with Biotech implementation and finalizing contracts.

Council Member Klonowski stated that she understands and supports the constants and variables that have been presented. She stated that she likes the green space options as well as the parks and trails. She stated that she is disappointed not seeing a downtown area but could see the urban village option creating a downtown atmosphere.

Commissioner Borer stated that she is in favor of option number two that was presented and did not care for option three. She stated that she sees green space as a need and a nature feel is important.

Mayor Winston stated that the population is growing in the city and transportation options will happen. He is in favor of option number two with the green space.

Commissioner Fraser reported that she feels that option number two brings together the trails and green space making it flow easily. She stated that she hopes the area will not be overbuilt.

City Manager Stroebel stated that the land to the South is owned by Target Corporation. He inquired if it was possible to see an option including the Target Campus incorporating a downtown campus and the LRT system.

Mr. Thompson reported that Target Corporation is on board with a robust area around their campus with the area to the South with commercial demand for restaurants and the possibility of the build out of the existing apartments. He stated that they are going to retain the Target Corporation property and will develop it with the LRT and retail in mind.

Mr. Mogush stated that the original plan from Target Corporation from 2016 realigns streets with the LRT platform and retail lined areas. He stated that Target has the same vision and wants amenities for its employees.

Commissioner Borer stated that more entertainment options are needed and inquired as to whether an amphitheater is still in the plans for this area.

Recreation and Parks Director Tullberg reported that originally the plan in 2016 included an amphitheater, however it was never built, and the thought process has changed. He noted that surrounding cities have built amphitheaters, and the city does not see that one would be utilized with others in the area. He stated that the space could be a preferred picnic space with amplified sound.

Commissioner Korosso inquired if a market study had been complete to design the three scenarios presented and what the process was to complete. He expressed the importance that the scenarios should be most beneficial to the city.

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Ms. Maze reported that a market study has been done and is being researched, and the recommendations presented are the results from the market study. She stated that talking with future developers will reflect what the market study shows and what is best for the city.

Mr. Thompson stated that there has been a deep dive into a market study. He stated that it has not been determined how long the development is going on and on what terms businesses will be built. He stated that it will depend on what the developers have built and want to build. He stated it depends on how long the vision is and that it will make a difference on what is presented.

Commissioner Gaye-Bai inquired what the tax burden will be and what impact this development will have on the city.

Mr. Thompson stated that with all the elements in all three options, they will be host of benefits that will deliver to the city. He stated that there will be many factors such as much employment is created, how much green space, and housing. He stated that the final will be a hybrid vision of all these elements.

Council Member Tran inquired as to which option has more economic values relating to property taxes and housing.

Mr. Thompson reported that the research has not been completed yet. He stated that the next step is to start the analysis and calculations.

Commissioner Turner stated that she feels affordability will be a critical key in this development. She suggested that language be put into the development plans to include hiring within Brooklyn Park and offer community-based benefits.

Mayor Winston stated that affordable housing will be researched and the need for equality for fairness. He stated that the Council had previously agreed on a lean market rate and work force. He reported that programs are in place such as BrookLynk for job placement, training and opportunities. He stated that TIF money is being researched and feels that there will be availability to help put programs in place.

C. ADJOURNMENT

ADJOURNMENT – With consensus of the Council, Mayor Winston adjourned the meeting at 7:14 p.m.

HOLLIES WINSTON, MAYOR

JENNIFER GOODEN, DEPUTY CITY CLERK

SPECIAL BROOKLYN PARK CITY COUNCIL MEETING

Monday, March 24, 2025
5:30 p.m.

Brooklyn Park City Hall Room A203
5200 85th Avenue North

CALL TO ORDER – Mayor Hollies Winston

PRESENT Mayor Hollies Winston; Council Members Christian Eriksen, Tony McGarvey, Amanda Cheng Xiong, Shelle Page, and City Manager Jay Stroebel; City Attorney Jim Thomson; Police Chief Mark Bruley; HR Attorney Mike Freske and City Clerk Devin Montero.

ABSENT: Council Members Nicole Klonowski and Maria Tran

PARTICIPATING VIA INTERACTIVE TECHNOLOGY: Council Member Shelle Page

2.1 Close the Special Meeting Pursuant to MS Section 13D.05 Subdivision 1(B) to Discuss and Consider Matters Relating to Labor Negotiations and Strategies.

2.1 MOTION WINSTON, SECOND MCGARVEY TO CLOSE THE MEETING PURSUANT TO MINNESOTA STATUTES SECTION 13D.03 SUBDIVISION 1(B) TO DISCUSS AND CONSIDER MATTERS RELATING TO LABOR NEGOTIATIONS AND STRATEGIES.

Mayor Winston called for a roll call vote.

2.1 THE MOTION PASSED UNANIMOUSLY ON A ROLL CALL VOTE AS FOLLOWS: YES-ERIKSEN, XIONG, PAGE, MCGARVEY, WINSTON; NO-NONE.

At 5:33 p.m. the Mayor and Council met in a closed session.

HR Attorney Mike Freske briefed the Council on the labor negotiations.

At 6:01 p.m. the Mayor and Council ended the closed session and reconvened the special meeting.

ADJOURNMENT - With consensus of the Council, Mayor Winston adjourned the meeting at 6:01 p.m.

HOLLIES WINSTON, MAYOR

DEVIN MONTERO, CITY CLERK

REGULAR BROOKLYN PARK CITY COUNCIL MEETING

Monday, March 24, 2025
6:00 p.m.

Brooklyn Park Council Chambers
5200 85th Avenue North

CALL TO ORDER - Mayor Hollies Winston

PRESENT Mayor Hollies Winston; Council Members Christian Eriksen, Amanda Cheng Xiong, Shelle Page, Tony McGarvey and Maria Tran; City Manager Jay Stroebel; City Attorney Jim Thomson; Community Development Director Tim Gladhill; Finance Director LaTonia Green; City Engineer Marc Culver; Recreation and Parks Director Brad Tullberg; Environmental Health Manager Jason Newby; Police Chief Mark Bruley and City Clerk Devin Montero.

ABSENT: Council Member Nicole Klonowski

PARTICIPATING VIA INTERACTIVE TECHNOLOGY: Council Member Shelle Page.

Mayor Winston opened the meeting with the Pledge of Allegiance.

2A RESPONSE TO PRIOR PUBLIC COMMENT

City Manager Stroebel stated there was one public comment at the last meeting from Mr. Uloth expressing his appreciation for having Dr. Stacy Patterson speak during the Black History Month celebration and the deeper understanding he had after hearing the presentation from Dr. Patterson regarding the importance of ensuring the children have a safe place learn and grow.

2B PUBLIC COMMENT

1. Robert Klave, 6280 Forest Ave N. He addressed the council regarding his water and sewer billing usage for his residence and felt there needed to be some type of adjustment made. He felt it was unfair that he was being charged for over usage of his sewer. He brought examples of utility bills what he had to deal with. He stated he didn't have city water and found out in his examples that compared to his neighbors, in the same situation, where it was just one occupant in the household, he was being charged almost three times as much on sewer. He stated it was being justified by taking all residents and doing a percentage of it and it came out that was the way he was charged. He felt that his household did not compare to the other residents and their situation came somewhat close and reasonable. He stated he was not looking for a major justification or lowering of his utility bill, but something reasonable to what he should be paying compared to his neighbors. He stated it could be done not through all the residents in the city but maybe in a certain area that households were compared to his area. He asked someone to look into that and get an adjustment made that would be fair to him and other residents in the city that were facing that situation and hopes someone got back to him on it.

3A. MOTION WINSTON, SECOND MCGARVEY TO APPROVE THE AGENDA AS SUBMITTED BY THE CITY CLERK WITH ITEM 4.6 PULLED FROM THE CONSENT AGENDA FOR SEPARATE DISCUSSION AND REMOVING ITEM 3B.4.

Mayor Winston called for a roll call vote.

BROOKLYN PARK REGULAR COUNCIL MEETING; MARCH 24, 2025...Page 2

3A. THE MOTION PASSED UNANIMOUSLY ON A ROLL CALL VOTE AS FOLLOWS: YES-ERIKSEN, XIONG, PAGE, MCGARVEY, TRAN, WINSTON; NO-NONE.

3B PUBLIC PRESENTATIONS/PROCLAMATIONS/RECEIPT OF GENERAL COMMUNICATIONS

3B.1 Metropolitan Mosquito Control Public Presentation.

Shawn Partyka, Field Operations Supervisor, Metropolitan Mosquito Control District, briefed the council on the Metropolitan Mosquito Control District activities in the city.

3B.2 Planning Commission Annual Report and 2025 Work Plan.

Paul Mogush, Planning Commission Director, briefed the council on the Planning Commission Annual Report and 2025 Work Plan.

3B.2 MOTION WINSTON, SECOND ERIKSEN TO ACCEPT THE PLANNING COMMISSION 2025 WORK PLAN.

Mayor Winston called for a roll call vote.

3B.2 THE MOTION PASSED UNANIMOUSLY ON A ROLL CALL VOTE AS FOLLOWS: YES-XIONG, PAGE, MCGARVEY, TRAN, ERIKSEN, WINSTON; NO-NONE.

3B.3 Community Long-range Improvement Commission 2023-2024 Annual Report and 2025 Work Plan.

Tekoa Cochran, Community Long-range Improvement Commission Chair, briefed the council on the Community Long-range Improvement Commission 2023-2024 Annual Report and 2025 Work Plan.

3B.3 MOTION WINSTON, SECOND MCGARVEY TO ACCEPT THE COMMUNITY LONG-RANGE IMPROVEMENT COMMISSION 2025 WORK PLAN

Mayor Winston called for a roll call vote.

3B.3 THE MOTION PASSED UNANIMOUSLY ON A ROLL CALL VOTE AS FOLLOWS: YES-PAGE, MCGARVEY, TRAN, ERIKSEN, XIONG, WINSTON; NO-NONE.

3B.4 (REMOVED)

4.0 MOTION ERIKSEN, SECOND WINSTON TO APPROVE THE FOLLOWING ADMINISTRATIVE CONSENT ITEM:

4.1 TO APPOINT LONG DANG TO THE RECREATION AND PARKS ADVISORY COMMISSION REPRESENTING THE WEST DISTRICT EFFECTIVE APRIL 1, 2025, FOR THE BALANCE OF A THREE-YEAR TERM TO EXPIRE APRIL 1, 2028. (REPLACING DWAIN ERICKSON)

4.2 TO WAIVE THE READING AND ADOPT RESOLUTION #2025-48 TO AWARD THE BID FOR THE 2025 MSA CRACK SEAL PROJECT TO SEAL PROS OF HOPKINS, MN

BROOKLYN PARK REGULAR COUNCIL MEETING; MARCH 24, 2025...Page 3

AND TO AUTHORIZE THE MAYOR AND CITY MANAGER TO EXECUTE THE CONTRACT.

4.3 TO WAIVE THE READING AND ADOPT RESOLUTION #2025-49 TO AUTHORIZE THE APPLICATION FOR GRANT FUNDING THROUGH THE MN DNR OUTDOOR RECREATION GRANT FOR HISTORIC EIDEM FARM.

4.4 TO SET A PUBLIC HEARING TO CONSIDER THE APPROVAL OF AN ON-SALE INTOXICATING LIQUOR LICENSE FOR SI SENOR KITCHEN LLC, DOING BUSINESS AS SI SENOR KITCHEN, LOCATED AT 8582 EDINBURGH CENTRE DRIVE NORTH.

4.5 TO APPROVE A TEMPORARY ON-SALE LIQUOR LICENSE FOR BROOKLYN PARK LIONS FOR THEIR SMELT FRY TO BE HELD APRIL 23-25 2025, AT THE ARMORY GYMNASIUM, 5500 85TH AVENUE NORTH.

4.7 TO WAIVE THE READING AND ADOPT ON FIRST READING AN ORDINANCE REMOVING SECTION 112.032, PARAGRAPH (D) (1) OF THE BROOKLYN PARK CITY CODE PERTAINING TO US CITIZENSHIP REQUIREMENTS.

4.8 TO WAIVE THE READING AND ADOPT ON SECOND READING ORDINANCE #2025-1310 AMENDING CHAPTER 152 OF THE BROOKLYN PARK CODE FOR CONSISTENCY WITH THE BROOKLYN PARK 2040 COMPREHENSIVE PLAN.

4.9 TO WAIVE THE READING AND ADOPT RESOLUTION #2025-50 APPROVING STAFF TO ENTER INTO A MEMORANDUM OF AGREEMENT TO AMEND THE COLLECTIVE BARGAINING AGREEMENT WITH THE BROOKLYN PARK POLICE FEDERATION FOR 2024-2025.

4.10 TO AUTHORIZE STAFF TO ISSUE A REQUEST FOR QUALIFICATIONS FOR CONSULTANT SERVICES TO PROVIDE LAND USE/PLANNING, RECREATION AND PARKS AND ENGINEERING SERVICES.

4.11 TO WAIVE THE READING AND ADOPT RESOLUTION #2025-51 ACCEPTING BIDS AND AWARDING THE CONTRACT TO PEMBER COMPANIES, INC., OF MENOMONIE, WI IN THE AMOUNT OF \$371,884.24, FOR THE INSTALLATION OF A PERMANENT TRAFFIC SIGNAL SYSTEM AT THE ZANE AVENUE / 71ST AVENUE INTERSECTION; CIP #4005-24.

4.12 TO WAIVE THE READING AND ADOPT RESOLUTION #2025-52 TO AWARD THE BID FOR THE 2025 TRINITY GARDENS TRAIL OVERLAY PROJECT TO PARK CONSTRUCTION COMPANY AND TO AUTHORIZE THE MAYOR AND CITY MANAGER TO EXECUTE THE CONTRACT.

4.13 TO WAIVE THE READING AND ADOPT RESOLUTION #2025-53, ACCEPTING BIDS AND AWARDING CONTRACT IN THE AMOUNT OF \$4,162,549.97 TO NORTHDAL CONSTRUCTION COMPANY, INC. OF ALBERTVILLE, MINNESOTA FOR 2025 STREET RECONSTRUCTION PROJECT, CIP 4003-25.

4.14 TO WAIVE THE READING AND ADOPT RESOLUTION #2025-54 TO APPROVE THE RAILROAD CROSSING AGREEMENT BETWEEN THE CITY OF MAPLE GROVE, THE CITY OF BROOKLYN PARK AND BNSF RAILROAD.

4.15 TO WAIVE THE READING AND ADOPT RESOLUTION #2025-55 TO APPROVE THE BID AWARD FOR THE 2025 STREET TRAFFIC CENTERLINE STRIPING PROJECT ON CITY STREETS TO WARNING LITES.

4.16 TO WAIVE THE READING AND ADOPT RESOLUTION #2025-56 TO SUPPORT DNR OUTDOOR RECREATION GRANT PROGRAM APPLICATION FOR CIP 3713 SHINGLE CREEK BROOKDALE PARK NATURAL CHANNEL PROJECT.

Mayor Winston called for a roll call vote.

4.0 THE MOTION PASSED UNANIMOUSLY ON A ROLL CALL VOTE AS FOLLOWS: YES-PAGE, MCGARVEY, TRAN, ERIKSEN, XIONG, WINSTON; NO-NONE.

4.6 Approve a Tetrahydrocannabinol (THC) and Tobacco License for Puff Puff Smokes LLC, dba Puff Puff Smokes, Located at 7642 Brooklyn Blvd N, Brooklyn Park, MN 55443.

Environmental Health Manager Jason Newby briefed the council on the Tetrahydrocannabinol (THC) and Tobacco license for Puff Puff Smokes LLC, dba Puff Puff Smokes, located at 7642 Brooklyn Blvd N, Brooklyn Park, MN 55443.

Mayor Winston asked the city attorney about some of the underlining context and some of the outlines that the legislature put in place and what did the city have to honor or not have to honor.

City Attorney Thomson stated what was before the council was a THC license and not a cannabis license which were distinguishable. He stated that location already had a THC and tobacco license and was a change in ownership and the licenses would be issued to the new owners at the same premise that already had the tobacco and THC licenses and nothing related to cannabis.

Mayor Winston stated he just wanted to make that distinction because when those came up, it was confusing with that. He stated in terms with THC there was also some guidelines what the city could and could not accept and felt every time when the license came up the were revisiting it. He stated that determination was at the state level and if they wanted to discuss the legality of THC, they would have to petition the state and wanted to change the overarching law in terms of what was legal.

City Attorney Thomson stated THC was allowed by state law but it was not cannabis. He stated THC was allowed in the city as the city previously passed an ordinance limiting the number of licenses to 15 in each district. He stated the council placed a limitation on THC licenses and not on cannabis as it was a different issue. He stated the city already regulated it and was a lawful use and had the ability to license it as it sees fit.

Mayor Winston stated he just wanted to see it outlined and seemed in many ways they were still fighting that fight, THC was legal and the at city already put regulations on it and at the state level said it was legal. He stated every time THC came to the council they were attempting to relegislate it and were a couple of places they might have to relegislate not only at the city level but the state level if there was concerns about the overall legality. He stated he just wanted to make sure they had an understanding and was also not cannabis. He stated that was a different item at the state.

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He stated he would be recusing himself from the item and gave the gavel to Mayor Pro Tem Eriksen.

At 8:22 p.m. Mayor Pro Tem Eriksen took over the meeting and Mayor Winston departed the chambers.

Council Member Tran stated she found three locations in the West District but were in the Central District. She wanted to clarify if they had the correct numbers of the districts. She asked about 9495 Noble Parkway, as the location was in 55443, in Central and asked if that was correct.

Manager Newby stated he would have to look at the council districts to verify them and were not at the 15 limit level. He stated they could be switched if they were geographically misplaced. He stated they could come back with a response to make sure they were correct and could offer to map it.

Council Member Tran also asked about 9334 Zane Ave, 9570 Noble Parkway and 7642 Brooklyn Boulevard and just wanted to make sure the total numbers, districts were correct and limited to 15.

4.6 MOTION TRAN, SECOND MCGARVEY, TO APPROVE A TETRAHYDROCANNABINOL (THC) LICENSE FOR PUFF PUFF SMOKES LLC, DBA PUFF PUFF SMOKES, LOCATED AT 7642 BROOKLYN BLVD N, BROOKLYN PARK, MN 55443 AND APPROVE A TOBACCO LICENSE FOR PUFF PUFF SMOKES LLC, DBA PUFF PUFF SMOKES, LOCATED AT 7642 BROOKLYN BLVD N, BROOKLYN PARK, MN 55443.

Mayor Pro Tem Eriksen called for a roll call vote.

4.6 THE MOTION PASSED UNANIMOUSLY ON A ROLL CALL VOTE AS FOLLOWS: YES-MCGARVEY, TRAN, ERIKSEN, XIONG, PAGE; NO-NONE.

At 8:27 p.m. Mayor Winston returned to the chambers and reconvened the meeting.

5. PUBLIC HEARINGS-None.

6. LAND USE ACTIONS-None.

7. GENERAL ACTION ITEMS.

7.1 Resolution Ordering the Abatement of Hazardous Property and Public Nuisance Located at 9115 Irving Avenue North.

Michelle Peterson, Neighborhood Health Supervisor, briefed the council on the resolution ordering the abatement of hazardous property and public nuisance at 9115 Irving Avenue North.

Mayor Winston asked the property owner if he agreed with the abatement order.

The following individual addressed the council:

1. Max Faust, 9115 Irving Ave N. Mr. Max Faust stated he had been working on getting the property cleaned up and his next court date was May 12 in district court.

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Mayor Winston asked Supervisor Peterson how long they had been having those conversations.

Supervisor Peterson stated it was approaching 8 years at the end of April this year. She stated the court date Mr. Faust referred to, there was also a criminal court process occurring at the same time as the civil process and his next criminal court date was May 12.

Council Member Page asked if the council adopted the resolution and allowed the order of abatement to proceed and it all went through, did that remove the civil action for the May 12 court date.

Supervisor Peterson stated if they moved forward with resolution, they could make a request the criminal charges be dismissed.

Council Member Page asked the homeowner how far he wanted it to go. She stated it had been since 2017 and was sure there were a lot of layers to it and there were good reasons. She stated that it was a place where the city could step in to help. She asked what his goal was by keeping it going what his goal had been for not complying sooner so she could understand where his direction was.

Mr. Faust stated his goal was to have everything done by the next date so everything would get dropped at that point the way he understood it.

Council Member Page asked if he had given other dates in the past where he said by a date he would get it done and prolonged that over and over.

Mr. Faust stated he had been trying to make progress over the years and did make a big improvement. He stated what happened was that his parents passed away and that was when it all started, since 2016.

Council Member Xiong stated she saw that he didn't agree with the court process and what was offered, where a social worker was to assist with the voluntary clean up. She asked when that was and when it was denied.

Supervisor Peterson stated the court offer was through the current criminal court formal complaint and it was refiled in August. She stated there were several different court hearings for the restorative court with some extensions in December that Mr. Faust did not accept the restorative court and that was no longer an option.

Mayor Winston stated the city had been having discussions with littering in the community and moving in a bigger direction. He stated his understanding was if they did adopt the resolution, it gave Mr. Faust leeway to get it cleared up by the time he had gotten it done and would get dropped or if substantial progress had been made maybe get some leeway on things. He thought there needed to be something that was pushing Mr. Faust to move the process along because the city had been working with him and given more leeway than normal and brought in some outside resources. He stated he was inclined to have the resolution with the understanding Mr. Faust would have time to get things in order before action was taken.

7.1 MOTION WINSTON, SECOND MCGARVEY TO WAIVE THE READING AND ADOPT RESOLUTION #2025-57 ORDERING THE ABATEMENT OF HAZARDOUS PROPERTY AND PUBLIC NUISANCE LOCATED AT 9115 IRVING AVENUE NORTH.

Mayor Winston called for a roll call vote.

BROOKLYN PARK REGULAR COUNCIL MEETING; MARCH 24, 2025...Page 7

7.1 THE MOTION PASSED UNANIMOUSLY ON A ROLL CALL VOTE AS FOLLOWS: YES-TRAN, ERIKSEN, XIONG, PAGE, MCGARVEY, WINSTON; NO-NONE.

8. DISUCSSION ITEMS – None.

9A COUNCIL MEMBER REPORTS AND ANNOUNCEMENTS

Council Member Tran stated that on Friday, she went to an event, Metropolitan Interfaith Culture on Affordable Housing and listened to the work the housing committee had been doing for homeless people. She stated she would post the results of the work they had done on the 2025 policy on Facebook. She thanked those organizations and the legislator who were working on behalf of homeless people. She stated also in the evening, she went to Zanewood, for the Violent for the Youth event and the youth were having a good time. She stated they played bingo and other games and thanked Cindy Hill, Meshia, and other community leaders there to volunteer to help the kids. She stated there was also a representative from the Hennepin County Attorney's office. She thanked everyone for being there that day and loved to be with the kids so much that she decided she would try to be there once a week, from 3 to 4 p.m. to help with their homework in the future.

Council Member Page extended her gratitude for city staff on their diligence for addressing matters and continued responsiveness to the needs of residents as well as to the requests of the council. She also expressed her support for the protocol and respect to the Mayor and council members for their earned offices. She stated she had respect to the offices they were elected to and gave her support for their statements.

She also thanked the council members that spent extra time on calls as they had many calls in the last week over important decisions and for taking the time to answer her questions and taking her calls and appreciated that synergy.

Council Member McGarvey stated that being an old rocker, Joseph Charles Mullen (Joey Mullen) was born in Liverpool England and was a member of the band, Bad Finger, which happened to be the very first band that was assigned to the Beatles' Apple label. Council Member McGarvey stated he died and lived in St. Louis Park and his funeral was held in Brooklyn Park, last Friday. He stated he was 77 years old and the city had a piece of rock and roll history; in the city.

He stated he was also honored to be invited to the celebration his holiness Dahli Lama's 90th birthday celebration, a ceremony that took place at the capitol. He stated he attended as council member from Brooklyn Park and thanked those that made it possible and wish his holiness a very 90th happy birthday.

Council Member Xiong stated Friday, March 28, was Black Youth Mental Health Day at capitol and being led by Brooklyn Bridge Alliance for Youth. She stated she and the Mayor would be there uplifting identified policy priorities from the reimagined black youth mental health initiatives and those policies would disrupt black youth suicides and improve mental health wellbeing. She stated on the same day was the National Youth Leadership Council at the River Center and would be highlighting some of the empowering youth throughout the nation. She stated it would be a big week for the youth.

Council Member McGarvey stated he also meant to send condolences to the Mullen family and around the world to all the fans of Bad Finder.

BROOKLYN PARK REGULAR COUNCIL MEETING; MARCH 24, 2025...Page 8

Mayor Winston stated it was Iftar for many and knew folks had touched on it and had gone to a few Iftar celebrations. He stated it was a time for reflection but also when the fast was broken, it also a time for the community to come together and celebrate in their prosperity. He stated for the city, the council had to do a lot of reflection, Huntington Place was one example but in terms of the biotech district, the prosperity they were trying to bring, trying to take people out of poverty was a cycle so they could have a much larger middle class, and more success throughout the city. He stated that came out of their reflection as a council and thought coming together and understanding everyone had a place within the city was important. He stated everyone should have an opportunity at that prosperity and they didn't guarantee outcomes, but the equal opportunity they wanted people to have.

9B CITY MANAGER REPORTS AND ANNOUNCEMENTS

City Manager Stroebel reminded the council and community, Mayor Winston would be presenting at the State of City address on April 8 at Edinburgh USA. He stated the program would start at 6pm with the doors opening at 5:30 pm. He stated there would be light snacks from Rays Restaurant and it would be great to hear an update from the mayor at the State of the City address.

He also reminded the council and community, there was no council meeting next week as it was the 5th Monday.

ADJOURNMENT - With consensus of the Council, Mayor Winston adjourned the meeting at 8:54 p.m.

HOLLIES WINSTON, MAYOR

DEVIN MONTERO, CITY CLERK

City of Brooklyn Park Request for Council Action

Agenda Item:	5.1	Meeting Date:	April 14, 2025
Agenda Section:	Public Hearing	Originating Department:	Rental and Business Licensing Division
Resolution:	N/A	Prepared By:	Keith Jullie, Rental & Business Licensing Manager
Ordinance:	N/A		
Attachments:	1	Presented By:	Jason Newby, Inspections and Environmental Health Manager
Item:	Approve an On-Sale Intoxicating Liquor License for Si Senor Kitchen LLC, Doing Business as Si Senor Kitchen, Located at 8582 Edinburgh Center Drive N. Contingent on Completion of all Remaining Fire Code Issues		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO APPROVE AN ON-SALE INTOXICATING LIQUOR LICENSE FOR SI SENOR LLC, DOING BUSINESS AS SI SENOR KITCHEN, LOCATED AT 8582 EDINBURGH CENTER DRIVE NORTH, CONTINGENT ON COMPLETION OF ALL REMAINING FIRE CODE ISSUES

Overview:

This is a new On-Sale Intoxicating Liquor License for Si Senor Kitchen LLC, doing business as Si Senor Kitchen, located at 8582 Edinburgh Center Drive N. This restaurant was previously Tacos El Paraiso and opened as Si Senor Kitchen in March of 2025.

This business location has a few minor Fire Code issues including missing ceiling tiles, blocked access to the electrical panel, emergency lights not working, unapproved plugs in outlets, and a missing key for the FD lockbox. The business owner has been very cooperative and must have all issues resolved within 20 business days. Once it is verified that all issues are corrected, the liquor license will be issued out.

Staff recommend approval of this liquor license contingent upon completion of the code issues described herein.

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues: N/A

Attachments:

5.1A LIQUOR LICENSE LIST

Business Name	Address	Business Type	On / Off Sale	Liquor Type
AMOCO	8050 LAKELAND AVE N	Gas - Food	Off-sale	3.2
HOLIDAY STATIONSTORE	8500 EDINBURGH CTR DR N	Gas - Food	Off-sale	3.2
KWIK TRIP	9495 NOBLE PKWY N	Gas - Food	Off-sale	3.2
KWIK TRIP	5801 96TH AVE N	Gas - Food	Off-sale	3.2
HOLIDAY	9500 NOBLE PKWY N	Gas - Food	Off-sale	3.2
SPEEDWAY	7601 JOLLY LN N	Gas - Food	Off-sale	3.2
SPEEDWAY	9300 ZANE AVE N	Gas - Food	Off-sale	3.2
CUB FOODS	9655 COLORADO LN N	Grocery	Off-sale	3.2
FESTIVAL FOODS	8535 EDINBURGH CTR DR N	Grocery	Off-sale	3.2
HY-VEE FOOD STORE	9409 ZANE AVE N	Grocery	Off-sale	3.2
BIG LIQUOR WAREHOUSE	8022 BROOKLYN BLVD N	Liquor Store	Off-sale	Full
BROOKLYN LIQUORS	6256 BOONE AVE N	Liquor Store	Off-sale	Full
BROOKLYN PARK LIQUOR BARREL	8520 EDINBURGH CTR DR N	Liquor Store	Off-sale	Full
CELLARS WINES & SPIRITS - BROOKLYN PARK	7944 BROOKLYN BLVD N	Liquor Store	Off-sale	Full
CITY LIQUOR	5716 BROOKDALE DR N	Liquor Store	Off-sale	Full
HY-VEE WINE & SPIRITS	9409 ZANE AVE N SUITE B	Liquor Store	Off-sale	Full
IKE'S WINE & SPIRITS	9682 COLORADO LN N	Liquor Store	Off-sale	Full
KELLY'S LIQUOR	3210 BROOKDALE DR N	Liquor Store	Off-sale	Full
PARK LIQUOR OUTLET	6315 ZANE AVE N	Liquor Store	Off-sale	Full
PIXIE LIQUOR	1512 BROOKDALE DR N	Liquor Store	Off-sale	Full
TM LIQUORS	9318 ZANE AVE N	Liquor Store	Off-sale	Full
UP NORTH LIQUOR	9570 NOBLE PKWY N	Liquor Store	Off-sale	Full
BOWLERO	7545 BROOKLYN BLVD N	Bowling Alley	On-sale	Full
HEAVY ROTATION BREWING	9801 XENIA AVE N	Brewery	On & Off sale	Brewery
PALMER LAKE VFW	2817 BROOKDALE DR N	Club	On-sale	Full
SKAALVENN DISTILLERY	8601 73RD AVE N #14	Distillery	On-sale	Distillery

Business Name	Address	Business Type	On / Off Sale	Liquor Type
BUASAVANH	7324 LAKELAND AVE N	Event Center	On-sale	Full
LEOPOLD'S MISSISSIPPI GARDENS	9500 WEST RIVER RD N	Event Center	On-sale	Full
BROOKLAND EXECUTIVE NINE GOLF	8232 REGENT AVE N	Golf	On-sale	3.2
HAMPTON INN	9470 WEST BROADWAY N	Hotel	On-sale	3.2
MINNEAPOLIS MARRIOTT NORTHWEST	7025 NORTHLAND DR N	Hotel	On-sale	Full
BROADWAY PIZZA	8525 EDINBURGH CTR DR N	Restaurant	On-sale	Full
CAM'S BAR & EATERY	8517 63RD AVE N	Restaurant	On-sale	Full
DOS HERMANOS MEXICAN GRILL AND BAR	1408 85TH AVE N	Restaurant	On-sale	Full
HOUSE OF KIRIN	8600 EDINBURGH CTR DR N	Restaurant	On-sale	Wine
HY-VEE MARKET GRILLE	9409 ZANE AVE N SUITE A	Restaurant	On-sale	Full
MAD JACKS SPORTS CAFE	8078 BROOKLYN BLVD N	Restaurant	On-sale	Full
MC'S TAP HOUSE	9690 COLORADO LN N	Restaurant	On-sale	Full
ORO BANQUET - BAR & RESTAURANT	2875 BROOKDALE DR N	Restaurant	On-sale	Full
PLUSH	8578 EDINBURGH CTR DR N	Restaurant	On-sale	Full
REYES RESTAURANT BAR AND BREAKFAST	7901 BROOKLYN BLVD N	Restaurant	On-sale	Full
SI SENOR KITCHEN	8582 EDINBURGH CTR DR N	Restaurant	On-sale	Full
SKY LOUNGE & BISTRO	8515 EDINBURGH CTR DR N	Restaurant	On-sale	Full
SOKE BBQ & HOT POT	8586 EDINBURGH CTR DR N	Restaurant	On-sale	Wine
TAVERN AT EDINBURGH	8700 EDINBROOK CROSSING N	Restaurant	On-sale	Full
TOKYO SUSHI ALL YOU CAN EAT	9750 SCHREIBER TER N	Restaurant	On-sale	Wine

City of Brooklyn Park Request for Council Action

Agenda Item:	7.1	Meeting Date:	April 14, 2025
Agenda Section:	General Action Items	Originating Department:	Administration
Resolution:	N/A	Prepared By:	Katrina Doshier, Program Assistant
Ordinance:	N/A		
Attachments:	N/A	Presented By:	Hollies Winston, Mayor
Item:	Appointment of an Alternate Council Liaison to the Charter Commission		

City Manager's Proposed Action:

MOTION _____, SECOND _____, TO APPOINT _____ AS THE ALTERNATE COUNCIL LIAISON TO THE CHARTER COMMISSION FOR THE YEAR 2025.

Overview:

Council Liaisons need to be appointed to be in compliance with Resolution #2019-46 Establishing Standards for City Boards and Commission, Section 11d. Liaisons. "The Mayor must annually appoint one Council member as an ex-officio member without voting rights to each advisory commission who shall serve as liaison between the Council and the Commission."

On occasion, Council liaisons are assigned to other task forces/committees by the Mayor as needed.

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues: N/A

Attachments: N/A

City of Brooklyn Park Request for Council Action

Agenda Item:	8.1	Meeting Date:	April 14, 2025
Agenda Section:	Discussion Items	Originating Department:	Administration
Resolution:	N/A	Prepared By:	Zach Kramka, Asst to the City Manager
Ordinance:	N/A		
Attachments:	N/A	Presented By:	Representatives from Administration, Community Development, Police, and Recreation & Parks
Item:	Reimagining Public Safety		

City Manager's Proposed Actions:

Discuss the City's updated Reimagining Public Safety Plan.

Overview:

The City of Brooklyn Park continues to be at the forefront of implementing innovative public safety strategies. This presentation will detail the comprehensive approaches coordinated across several departments to contribute to a safe community, with a particular focus on connecting with youth.

Primary Issues/Alternatives to Consider: N/A

Budgetary/Fiscal Issues: N/A

Attachments: N/A