I. ORGANIZATIONAL BUSINESS:

1. CALL TO ORDER: President Jeffrey Lunde (7:00 p.m.)
   ROLL CALL PRESENT: President Jeffrey Lunde, Vice President Peter Crema, Treasurer Bob Mata, Commissioners Rich Gates, John Jordan, Elizabeth Knight and Michael Trepanier, Executive Director Kim Berggren, Assistant Executive Director James Verbrugge and EDA Secretary Theresa Freund. ABSENT/EXCUSED: None.

2. PUBLIC COMMENT AND RESPONSE:
   2.A Response to Prior Public Comment: None.
   2.B Public Comment: None.

3. APPROVAL OF AGENDA
   MOTION GATES, SECOND CREMA APPROVING THE AGENDA AS PRESENTED. MOTION PASSED UNANIMOUSLY.

II. STATUTORY BUSINESS:

4. CONSENT:
   4.1 None.

5. PUBLIC HEARINGS:
   5.1 None.

6. GENERAL ACTION ITEMS:
   6.1 Consider Election of Officers.
   MOTION LUNDE, SECOND GATES TO ELECT LUNDE AS PRESIDENT OF THE BROOKLYN PARK ECONOMIC DEVELOPMENT AUTHORITY. MOTION PASSED UNANIMOUSLY.
   MOTION LUNDE, SECOND GATES TO ELECT CREMA AS VICE PRESIDENT OF THE BROOKLYN PARK ECONOMIC DEVELOPMENT AUTHORITY. MOTION PASSED UNANIMOUSLY.
MOTION LUNDE, SECOND GATES TO ELECT PARKS AS TREASURER OF THE BROOKLYN PARK ECONOMIC DEVELOPMENT AUTHORITY. MOTION PASSED UNANIMOUSLY.

MOTION LUNDE, SECOND GATES TO ELECT FREUND AS SECRETARY OF THE BROOKLYN PARK ECONOMIC DEVELOPMENT AUTHORITY. MOTION PASSED UNANIMOUSLY.

6.2 Consider Authorizing Robert Engstrom Capital Management, LLC to Utilize the Tax Increment Financing District 15 Housing Set-aside to Continue Housing Recovery Work in Brooklyn Park and Authorizing Execution of Related Agreements.

MOTION TREPANIER, SECOND CREMA TO WAIVE THE READING AND ADOPT RESOLUTION #2015-1 AUTHORIZING ROBERT ENGSTROM CAPITAL MANAGEMENT, LLC TO UTILIZE THE TAX INCREMENT FINANCING DISTRICT 15 HOUSING SET-ASIDE TO CONTINUE HOUSING RECOVERY WORK IN BROOKLYN PARK, AND AUTHORIZING EXECUTION OF RELATED AGREEMENTS. MOTION PASSED UNANIMOUSLY.

III. DISCUSSION:

7. DISCUSSION ITEMS:

7.1 Status Update – Kim Berggren highlighted the following:
- The Interstate Commerce Center project has moved ahead. In the Star Tribune today there was an article on Clearfield, which is one of the tenants of the space. Good Will is also moving into the facility. Both of the businesses will be open in early 2015.
- Staff did have an appraisal of the property at 4128 – 85th Avenue North, Mr. T’s Auto Body done in house by the city assessors. Staff did sit down with the owner and initiated some preliminary discussions. Staff has not heard back from the property owner.

7.2 Foreclosure Recovery Update – Emily Carr highlighted the following:
- To date over 178 homes have been touched by our acquisition and rehab program. There is one home at 8017 Noble Avenue North that is for sale.
- Minnesota Compass Housing Report outlined a few current housing trends in Minnesota, including the proportion of cost burdened households is decreasing somewhat. The trends are not all positive though as renters are more than twice as likely to pay too much for housing as owners.
7.3 Branding Update – Alisha Gray reported that over the last month, staff worked with Spong to develop the brand manual. The brand manual is the set of guidelines or brand standards that explain how the brand works. It provides a starting point for staff to start implementing the brand and it evolves over time. Ms. Gray went over what this typically includes:

- An overview of your brand’s description, brand voice and tone, brand pyramid
- Logo set-up specifications - including tagline usage
- Visual examples of correct and incorrect logo treatments
- Your chosen color palette
- Your chosen type style(s) – fonts
- Business card and letterhead design and other applications

Next steps:

- Staff working teams: letterhead, business cards, logo wear and newsletter templates.
- City Manager communicating brand internally at department staff meetings.
- Planning for kick-off event in 2015.

7.4 Metro Blue Line Update – Emily Carr highlighted the following:

- The City is currently seeking community members to serve on a Community Working Group for the proposed Brooklyn Boulevard station. To date eight applications have been received. The deadline is Monday, January 19th. This is only the first station that is going through the process. There will be lots of future engagement opportunities.
- The Bottineau Project Office is planning on establishing a Community Advisory Committee (CAC) and a Business Advisory Committee (BAC) along the corridor. They are hoping to get this established in the next few months. The City Council will be responsible for appointing three community members to serve on the CAC and two members on the BAC. The time commitment for these committees is once a month for a few months and there is meeting material that they will need to review prior to the meetings.
- The January CMC meeting has been cancelled.
- The Bottineau LRT Project Office staff and Hennepin County Bottineau Community Works staff are scheduled to give a presentation at the City Council meeting on February 2nd.
- Current field activities are listed.
Staff established the lrt@brooklynpark.org email address. Community members who would like updates on the LRT project can email their contact information there to get on the distribution list.

7.5 Youth Homeless Shelter Update – Kim Berggren reported on the timeline of the project:
- Fall of 2013 EDA started working with Avenues for Youth.
- In April 2014 EDA approved new construction at 76th Avenue site.
- In August 2014 construction bid awarded to Ebert Construction.
- In October 2014 construction started. This was a tight timeline for construction and she thanked all those involved including Ebert Construction. She also thanked Kathy Wetzel-Mastel from PRG who was hired under contract to manage the project and she has done a great job in keeping things moving in the right direction.
- Expected completion and occupancy is January 16, 2015.
- The grand opening is scheduled for January 30th for the neighborhood and the public open house is the afternoon of January 31st.
- Avenues for Youth will start providing services the first week of February 2015.
- We are on track with the budget.

Commissioner Trepanier inquired on how to make a donation. Ms. Berggren responded that donations should be made out to Avenues for Homeless Youth and they have an office in Minneapolis. President Lunde suggested adding “Brooklyn Avenues” to the memo line on checks and you can also make the check out to Brooklyn Avenues for Homeless Youth.

President Lunde reported that Avenues for Youth set up different grand openings to help reduce traffic in the area and are also offering parking offsite with bus shuttles. On their website they have suggested items to donate. Restaurants are donating one meal a month.

Commissioner Parks reported the Minneapolis Elks #44 will be taking care of the lawn and snow removal at the facility. They are putting together furniture together and will be delivering on Wednesday.
7.6  Transitional House Update – Matthew Ides highlighted the following:
   • The EDA has been the owner of the 4-plex located at 7600 – 69th Avenue North since the mid-90s.
   • Since fall 2012 the EDA has contracted with Simpson Housing Services, a non-profit organization to operate the on-site transitional housing program with Premier Housing Management to oversee the management at the property.
   • From September 2012 through September 2014: The property income is $59,013.34, operating expenses of $47,533.33 and capital improvements and repairs of $9,760.89. There is a positive cash flow of $11,480.01. The property has been running fine.

IV. ADJOURNMENT

Meeting adjourned at 7:34 p.m.

Respectfully Submitted
EDA Secretary Theresa Freund