



**New Brighton City Council  
Business Meeting Agenda  
ELECTRONIC MEETING  
New Brighton City Council Chambers  
May 25, 2021 6:30 PM**

***Due to COVID-19 and pursuant to Minnesota Statutes Section 13D.021, the City Council meeting is taking place virtually via Zoom and at New Brighton City Hall in the Council Chambers. Some members of the Council may be present at the meeting and others may attend electronically.***

- ***Watch the meeting electronically:*** To observe the meeting electronically, visit [www.newbrightonmn.gov](http://www.newbrightonmn.gov) or tune into CTV Channel 8023 (CenturyLink) or Channel 16 (Comcast).
- ***Join the meeting electronically:*** Due to the limitations of our meeting software, we kindly ask that you join the meeting electronically only if you need to interact with our elected officials or staff. To join the meeting electronically using your browser (no app needed), please visit: <https://us02web.zoom.us/j/81434133551?pwd=Tnh1bzJoZGRmdFJaVVo3NENERIVrQT09> or use your Zoom app to join by entering: Meeting ID: 814 3413 3551 and Passcode: 014014.
- ***Attend the meeting in Person:*** Members of the public may attend the meeting in person but will be required to wear masks and comply with social distancing parameters as determined by the City.

**I. Call to Order and Roll Call**

\_\_\_\_\_ Mayor Niedfeldt-Thomas  
\_\_\_\_\_ Councilmember Allen  
\_\_\_\_\_ Councilmember Dunsworth  
\_\_\_\_\_ Councilmember Stegora Axberg  
\_\_\_\_\_ Councilmember Abdulle

**II. Pledge of Allegiance**

**III. Public Comment Forum**

**IV. Approval of Agenda**

**V. Special Order of Business**

**VI. Consent Agenda**

1. Consider Approval of Payments of Electronic Funds Transfer (EFT) 13515-13533, ACH Payments 13503-13530, & Vouchers 159786-159803 for a total of \$1,710,742.24.
2. Consider Approval of City Council Minutes
  - a. May 11, 2021 City Council Worksession Minutes

- b. May 11, 2021 City Council Meeting Minutes
- 3. Accept Receipt of Commission Minutes - None
- 4. Consider Request for Exemption from Lawful Gambling License – New Brighton Stockyard Days, Inc.
- 5. Consider appointment of Public Safety Commission Chair and Vice-Chair.
- 6. Consider Resolution Appointing Dan Judd to the Public Safety Commission

**VII. Public Hearings:**

**VIII. Council Business**

- 1. Consider Resolution Accepting Bids and Award of Contract for City Project 21-1, 2021 Street Rehabilitation
- 2. Consider Approval of Ordinance 884: An Ordinance to Rezone Properties to MHC and to Update Regulations Relating to Manufactured Homes
- 3. Consider Resolution of Summary Publication for Ordinance 884
- 4. Consider Approval of Ordinance 885: An Ordinance Amending Article 4 of City Code Establishing New Brighton Inclusion Commission
- 5. Consider Resolution of Summary Publication for Ordinance 885

**IX. Commission Liaison Reports, Announcements, and Updates**

City Manager Devin Massopust  
Councilmember Graeme Allen  
Councilmember Emily Dunsworth  
Councilmember Pam Stegora Axberg  
Councilmember Abdullahi Abdulle  
Mayor Kari Niedfeldt-Thomas

**X. Adjournment \***

**\*Note: Annual EDA Meeting to commence immediately following the City Council meeting.**

**VII\_1 APPROVAL OF PAYMENTS**

## CHECK DISBURSEMENT REPORT FOR CITY OF NEW BRIGHTON

Check Date	Check #	Payee	Description	Amount
<b>CHECK NUMBER 13515 - 13533</b>				
04/30/2021	13515(E)	MN DEPT OF TRANSPORTATION	ACH SWEEPS APRIL 2021	13,060.19
04/30/2021	13515(E)	MN DEPT OF TRANSPORTATION	ACH SWEEPS APRIL 2021	1,151,845.83
04/30/2021	13515(E)	MN DEPT OF TRANSPORTATION	ACH SWEEPS APRIL 2021	1,316.00
				1,166,222.02
04/30/2021	13516(E)	PAYMENTECH - EFT	PAYMENTECH FEES APRIL INVOICE CLOUD	37.16
04/30/2021	13516(E)	PAYMENTECH - EFT	PAYMENTECH FEES APRIL INVOICE CLOUD	1,448.46
04/30/2021	13516(E)	PAYMENTECH - EFT	PAYMENTECH FEES APRIL INVOICE CLOUD	396.67
04/30/2021	13516(E)	PAYMENTECH - EFT	PAYMENTECH FEES APRIL INVOICE CLOUD	396.67
04/30/2021	13516(E)	PAYMENTECH - EFT	PAYMENTECH FEES APRIL INVOICE CLOUD	198.34
				2,477.30
05/03/2021	13531(E)	EBSO	SOURCEWELL HEALTH INSURANCE FOR MAY	100,588.86
05/03/2021	13531(E)	EBSO	SOURCEWELL HEALTH INSURANCE FOR MAY	5,076.82
05/03/2021	13531(E)	EBSO	SOURCEWELL HEALTH INSURANCE FOR MAY	3,992.99
				109,658.67
05/03/2021	13532(E)	HEALTH PARTNERS- EFT	DENTAL MAY	5,931.11
05/03/2021	13532(E)	HEALTH PARTNERS- EFT	DENTAL MAY	454.15
				6,385.26
05/04/2021	13533(E)	PEPSI-COLA	POP/GATORADE	685.86
		TOTAL - ALL FUNDS	TOTAL OF 5 CHECKS	1,285,429.11
<b>CHECK NUMBER 13503 - 13530</b>				
05/07/2021	13503(A)	ALEXANDER-SUSENS, TIFFANY	DEALER RUN 4.20.21	7.22
05/07/2021	13504(A)	BARRON, SEAN	MILEAGE REIMBURSEMENT FOR SEWER TRAINING	84.90
05/07/2021	13505(A)	DAVIDS HYDRO VAC, INC	POTHOLING AT 10TH ST NW & OLD HWY 8 NW	1,434.00
05/07/2021	13506(A)	IN CONTROL, INC	OUTLET VALVE SERVICE AND IT SERVICE	1,861.50
05/07/2021	13507(A)	JACOBSON ENVIRONMENTAL, PLLC	CITY HALL POND TREATMENT - CURLYLEAF PONDV	530.00
05/07/2021	13508(A)	KEVIN AHLERS ELECTRIC	TROUBLESHOOT ISSUES WITH POWER TO LAKE PU	180.00
05/07/2021	13509(A)	L.E.L.S	POLICE/SERG UNION DUES FOR MAY	1,587.50
05/07/2021	13510(A)	LAKETOWN ELECTRIC CORP	PROJECT 20-4 STREET LIGHTING IMPROVEMENTS,	123,562.74
05/07/2021	13511(A)	METROPOLITAN COUNCIL	MAY WASTE WATER SERVICES	132,992.25
05/07/2021	13512(A)	MN REC & PARK ASSOCIATION	MRPA/USSSA ADULT SOFTBALL LEAGUE TEAM REC	900.00

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## CHECK DISBURSEMENT REPORT FOR CITY OF NEW BRIGHTON

Check Date	Check #	Payee	Description	Amount
05/07/2021	13513(A)	RBC GLOBAL ASSET MANAGEMENT, INC.	Q2 2022 INVESTMENT MANAGEMENT FEE	10,056.47
05/07/2021	13514(A)	RICHARD WIEBER	BIKE STUNT SHOW FOR EDVENTURES	199.00
05/14/2021	13517(A)	AEM FINANCIAL SOLUTIONS, LLC	PROFESSIONAL SERVICES - APRIL 2021	12,200.00
05/14/2021	13518(A)	COVERALL OF THE TWIN CITIES	CLEANING SERVICES FOR BUILDING - MAY 2021	2,616.00
05/14/2021	13519(A)	ECOTHYNK	UTILITY BILL PRINTING MAILING FOR APRIL 2021	442.22
05/14/2021	13519(A)	ECOTHYNK	UTILITY BILL PRINTING MAILING FOR APRIL 2021	442.21
05/14/2021	13519(A)	ECOTHYNK	UTILITY BILL PRINTING MAILING FOR APRIL 2021	221.11
				1,105.54
05/14/2021	13520(A)	KILLMER ELECTRIC CO, INC	LIGHTING AND PRESSURE SENSOR FOR IRRIGATION	1,886.06
05/14/2021	13521(A)	KIMLEY-HORN & ASSOCIATES, INC	OLD HWY 8 CONCEPTS FOR SERVICES THRU 3/31/21	44,520.00
05/14/2021	13522(A)	KODET ARCHITECTURAL GROUP, LTD	PROJECT 19-7 PW WARM STORAGEEEEEEE IMPRO	3,479.94
05/14/2021	13523(A)	MADISON NATIONAL LIFE INSUR. CO,INC	LIFE INSURANCE JUNE	1,212.80
05/14/2021	13523(A)	MADISON NATIONAL LIFE INSUR. CO,INC	LTD FOR JUNE	1,600.70
05/14/2021	13523(A)	MADISON NATIONAL LIFE INSUR. CO,INC	LIFE INSURANCE JUNE	8.56
05/14/2021	13523(A)	MADISON NATIONAL LIFE INSUR. CO,INC	LIFE INSURANCE JUNE	143.40
				2,965.46
05/14/2021	13524(A)	MCCRAY EXPRESS NETWORK	SOFTBALL LEAGUE UMPIRE PAY 5/3-5/6	806.00
05/14/2021	13525(A)	METROPOLITAN COUNCIL	MARCH 2021 SAC CHARGES	29,820.00
05/14/2021	13526(A)	MN TEAMSTERS #320	MAINTENANCE DUES MAY	1,168.00
05/14/2021	13527(A)	RAMSEY COUNTY	DISPOSAL OF HAZARDOUS ITEMS	498.10
05/14/2021	13528(A)	RAMSEY COUNTY EMCOM	911 DISPATCH SERVICES - APRIL 2021	13,044.52
05/14/2021	13528(A)	RAMSEY COUNTY EMCOM	FLEET SUPPORT SERVICES - APRIL 2021	486.72
				13,531.24
05/14/2021	13529(A)	US BANK	INVESTMENT ADMIN FEE QTR#1 2021	2,943.47
05/14/2021	13530(A)	YANG, JENNIFER	2021 APRIL MILEAGE REIMBURSEMENT	24.09
05/14/2021	13530(A)	YANG, JENNIFER	2021 APRIL MILEAGE REIMBURSEMENT	2.85
				26.94
		TOTAL - ALL FUNDS	TOTAL OF 26 CHECKS	390,962.33



VII\_1 APPROVAL OF PAYMENTS

CHECK DISBURSEMENT REPORT FOR CITY OF NEW BRIGHTON

Check Date	Check #	Payee	Description	Amount
<b>CHECK NUMBER 159786 - 159803</b>				
05/06/2021	159786	CUDDIHY, CONNIE	UB refund for account: 212480	6.98
05/06/2021	159786	CUDDIHY, CONNIE	UB refund for account: 212480	0.44
05/06/2021	159786	CUDDIHY, CONNIE	UB refund for account: 212480	22.07
05/06/2021	159786	CUDDIHY, CONNIE	UB refund for account: 212480	14.05
05/06/2021	159786	CUDDIHY, CONNIE	UB refund for account: 212480	8.46
				52.00
05/06/2021	159787	DATA PRACTICES OFFICE	J BOYD - REG FEES FOR LE DATA PRACTICES WORK	500.00
05/06/2021	159788	ROGER SCHMIDT	EDVENTURES MAGICIAN PAYMENT	200.00
05/13/2021	159789	AMG - NB LLC	UB refund for account: 219998	921.63
05/13/2021	159790	BEINE, KATHRYN	UB refund for account: 223313	8.06
05/13/2021	159790	BEINE, KATHRYN	UB refund for account: 223313	53.39
05/13/2021	159790	BEINE, KATHRYN	UB refund for account: 223313	16.22
05/13/2021	159790	BEINE, KATHRYN	UB refund for account: 223313	9.77
				87.44
05/13/2021	159791	CUSTOM CHOICE INC	BD Payment Refund	3.19
05/13/2021	159791	CUSTOM CHOICE INC	BD Payment Refund	178.00
05/13/2021	159791	CUSTOM CHOICE INC	BD Payment Refund	17.00
				198.19
05/13/2021	159792	DAVID, DELPHINE	5/1 SUNNY SQUARE DEPOSIT REFUND	200.00
05/13/2021	159793	FLEMING, LANCE	REFUND FOR OVERPAYMENT	10.50
05/13/2021	159794	HALL, DOUGLAS	UB refund for account: 202671	3.30
05/13/2021	159794	HALL, DOUGLAS	UB refund for account: 202671	10.57
05/13/2021	159794	HALL, DOUGLAS	UB refund for account: 202671	15.15
05/13/2021	159794	HALL, DOUGLAS	UB refund for account: 202671	6.64
05/13/2021	159794	HALL, DOUGLAS	UB refund for account: 202671	4.00
				39.66
05/13/2021	159795	KIRCHOFF, DAN	UB refund for account: 313288	9.89
05/13/2021	159795	KIRCHOFF, DAN	UB refund for account: 313288	0.93
05/13/2021	159795	KIRCHOFF, DAN	UB refund for account: 313288	31.23
05/13/2021	159795	KIRCHOFF, DAN	UB refund for account: 313288	19.94
05/13/2021	159795	KIRCHOFF, DAN	UB refund for account: 313288	12.01
				74.00
05/13/2021	159796	KUKOWSKI, NATASHA	UB refund for account: 312579	2.29
05/13/2021	159796	KUKOWSKI, NATASHA	UB refund for account: 312579	11.46
05/13/2021	159796	KUKOWSKI, NATASHA	UB refund for account: 312579	16.42
05/13/2021	159796	KUKOWSKI, NATASHA	UB refund for account: 312579	4.61
05/13/2021	159796	KUKOWSKI, NATASHA	UB refund for account: 312579	2.77
				37.55

# **VII\_1 APPROVAL OF PAYMENTS**

## CHECK DISBURSEMENT REPORT FOR CITY OF NEW BRIGHTON

Check Date	Check #	Payee	Description	Amount
05/13/2021	159797	LMCIT	CLAIM WC 457012 - VANNER	277.25
05/13/2021	159797	LMCIT	CLAIM GL 108670 - SETTLEMENT OF FILE	30,000.00
				30,277.25
05/13/2021	159798	OGBONNAYA, IJEOMA	6/5 COMMUNITY ROOM CANCELLATION REFUND	700.00
05/13/2021	159799	RON RADEMACHER	FISH FOR LAKE DIANE POND	550.00
05/13/2021	159800	SHEA, TIMOTHY	UB refund for account: 305730	12.40
05/13/2021	159800	SHEA, TIMOTHY	UB refund for account: 305730	39.09
05/13/2021	159800	SHEA, TIMOTHY	UB refund for account: 305730	24.97
05/13/2021	159800	SHEA, TIMOTHY	UB refund for account: 305730	14.98
				91.44
05/13/2021	159801	TRENT, LANA	UB refund for account: 203745	30.86
05/13/2021	159801	TRENT, LANA	UB refund for account: 203745	5.18
05/13/2021	159801	TRENT, LANA	UB refund for account: 203745	97.43
05/13/2021	159801	TRENT, LANA	UB refund for account: 203745	62.11
05/13/2021	159801	TRENT, LANA	UB refund for account: 203745	37.42
				233.00
05/13/2021	159802	USPS	ACTIVE LIFE NESLETTER POSTAGE	154.06
05/13/2021	159803	WHITTIER, LISA OR MICHAEL	UB refund for account: 212217	1.92
05/13/2021	159803	WHITTIER, LISA OR MICHAEL	UB refund for account: 212217	15.98
05/13/2021	159803	WHITTIER, LISA OR MICHAEL	UB refund for account: 212217	3.86
05/13/2021	159803	WHITTIER, LISA OR MICHAEL	UB refund for account: 212217	2.32
				24.08
		TOTAL - ALL FUNDS	TOTAL OF 18 CHECKS	34,350.80
		<b>TOTAL PAYMENTS</b>		<b>\$ 1,710,742.24</b>



# COUNCIL PROCEEDINGS THE CITY OF NEW BRIGHTON

Pursuant to notice thereof, a regular meeting of the New Brighton City Council was held Tuesday, May 11, 2021 at 6:30 pm in the New Brighton Council Chambers. Due to the COVID-19 pandemic this hybrid meeting was held both virtually and in person.

**Present:** Mayor Niedfeldt-Thomas, Councilmembers Abdulle, Allen, and Axberg  
**Absent:** Councilmember Dunsworth

**Also Present:** Devin Massopust-City Manager, Sarah Sonsalla-City Attorney, Gina Smith-Interim Finance Director, Ben Gozola-Assistant Director of Community Assets and Development

## Call to Order

Mayor Niedfeldt-Thomas called the meeting to order at 6:30 pm.

## Pledge of Allegiance

Mayor Niedfeldt-Thomas led the Council in the Pledge of Allegiance.

## Public Comment Forum

Mayor Niedfeldt-Thomas opened the Public Forum for comments from the public.

## Approval of Agenda

Approval of the May 11, 2021 Council Agenda.

**Motion by Councilmember Allen, seconded by Councilmember Abdulle to approve the agenda as submitted.**

**A roll call vote was taken.**

**4 Ayes, 0 Nays-Motion Carried**

## Special Order of Business

None.

## Consent Agenda

1. Consider Approval of Payments of Electronic Funds Transfer (EFT) 13305–13502, ACH Payments 13297-13326 & Vouchers 159762-159785 for a total of \$634,521.42.
2. Approve City Council Minutes:
  - a. April 27, 2021 City Council Worksession Meeting Minutes.
  - b. April 27, 2021 City Council Meeting Minutes.

## Call to Order

## Pledge of Allegiance

## Public Comment Forum

**Approval of Agenda**  
Approval of the  
May 11, 2021 Agenda.

## Special Order of Business

**Consent Agenda**  
1. Consider Approval of  
Payments of EFT 13305–  
13502, ACH Payments  
13297-13326 & Vouchers  
159762-159785.  
2. Approve City  
Council Minutes:  
a. April 27, 2021 City  
Council Worksession.  
b. April 27, 2021 City  
Council.

3. Accept Receipt of Commission Minutes:
  - a. PREC Minutes from April 7, 2021.
4. Consider Authorization to Enter into an Opiate Antagonists Sub-Grant Agreement with the MESB.
5. Consider a Resolution Authorizing a Transfer from the General Fund to the Community Reinvestment Fund and Amending the 2021 General Fund Budget for the Transfer.
6. Consider Quote and Award City Project 21-2, 2021 Reclamite Maintenance Project.
7. Consider Application for Massage Salone and Personal Service License (Therapeutic Massage) for Massage for Health LLC.
8. Consider Resolution Approving Settlement Agreement and Release in the Matter of Kevin Olson vs. City of New Brighton Case No. 62-CV-20-4030, Ramsey County District Court.
9. Approve Committee Members of New Brighton Zoning Steering Committee.
10. Consider Professional Services Agreement with Bolton & Menk, Inc. and Authorize Plans and Specs for CP 21-4, 2021 Sewer Lining.
11. Consider Resolution Accepting Bids and Award Contract for City Project 20-6, Old Highway 8 Intersection Improvements and Consider Professional Services Agreement with E.G. Rud & Sons, Inc. and American Engineering and Testing, Inc.

**Motion by Councilmember Axberg, seconded by Councilmember Abdulle to approve the Consent Agenda as presented.**

**A roll call vote was taken.**

**4 Ayes, 0 Nays - Motion Carried**

### **Public Hearing**

None.

### **Council Business**

1. Consideration of a Resolution for the Issuance of Revenue Bonds by the Duluth Economic Development Authority for Benedictine Health Systems.

City Manager Massopust stated Benedictine is in the process of restructuring the outstanding indebtedness of the Member Organizations and affiliates, which is comprised, primarily, of tax-exempt bonds and notes. Benedictine is working with H.J. Sims to structure and place a financing to refund the Minnesota bonds and notes, pay the cost of capital improvements to the facilities, and finance costs of issuance, in a public offering of tax-exempt bonds to be issued

3. Accept Receipt of Commission Minutes:  
a. PREC Minutes from April 7, 2021.

4. Authorization to Enter into an Opiate Antagonists Sub-Grant Agr. with the MESB.

5. Consider Resolution Authorizing a Transfer from the General Fund to the Community Reinvestment Fund and Amending the 2021 General Fund Budget for the Transfer.

6. Consider Quote and Award City Project 21-2.

7. Consider App. for Massage Salone and Personal Service Lic. for Massage for Health LLC.

8. Consider Resolution Approving Settlement Agreement and Release in the Matter of Kevin Olson vs. City of New Brighton Case No. 62-CV-20-4030, Ramsey County District Court.

9. Approve Committee Members of New Brighton Zoning Steering Committee.

10. Consider Prof. Services Agr. with Bolton & Menk, Inc. and Authorize Plans and Specs for CP 21-4.

11. Consider Res. Accepting Bids and Award Contract for City Project 20-6.

### **Public Hearing**

### **Council Business**

1. Consideration of a Resolution for the Issuance of Revenue Bonds by the Duluth Economic Development Authority for Benedictine Health Systems.

by the Duluth Economic Development Authority (“DEDA”) in an estimated principal amount of not to exceed \$150,000,000 (the “2021 Bonds”). Approximately 22 series of bonds and notes issued by 13 different issuers are proposed to be refunded, including obligations of the City of Lauderdale issued to finance or refinance a project located in the City. Benedictine will be forming an obligated group in conjunction with the refinancing which will be comprised of the Member Organizations and affiliates that own the facilities to be refinanced. Benedictine is the sole corporate member of each of the owner-affiliates. Included in the \$150,000,000 is \$5,500,000 to finance and reimburse all or a portion of the costs for the construction, improving, renovating, furnishing, and equipping senior housing, other than independent living facilities, for the Benedictine Care Center in New Brighton. Benedictine has requested that the Minnesota Agricultural and Economic Development Board (the “Ag Board”) hold a hearing to allow the 2021 Bonds to comply with the public approval requirements of Section 147(f) of the Code (the “TEFRA Hearing”), which requires that a governmental unit with jurisdiction over the area in which any facility financed or refinanced is located must hold a public hearing and provide its approval of the issuance of such bonds. Since all the facilities to be financed and refinanced by the 2021 Bonds are in Minnesota, a hearing by the Ag Board meets this requirement. If the Ag Board did not hold the public hearing, Benedictine would need to request that hearings be held in 13 different jurisdictions. By having the Ag Board hold the TEFRA Hearing, it will allow the 2021 Bonds to be issued in a more cost-effective manner, with the benefit passed along to each project financed or refinanced. Minnesota law provides that because the Project is in the City, the City Council must consent to the issuance by DEDA of the 2021 Bonds allocated to financing or refinancing the Project.

Mia Thibodeau, Fryberger Law Firm, thanked the Council for considering this request. She reported Benedictine Health Systems was a non-profit corporation that has 26 wholly owned subsidiaries that operate across the State of Minnesota. She explained Benedictine was in the process of restructuring their outstanding debt. She requested the Council approve the refinancing for Benedictine Health Systems.

Councilmember Axberg asked how the debt will change. Ms. Thibodeau explained the debt would no longer be held by the City of Lauderdale, but rather would be held by the Duluth EDA. She reported the Duluth EDA would have no responsibility for this debt as the responsibility would rest solely on Benedictine Health Systems.

**Motion by Councilmember Allen, seconded by Councilmember Axberg to adopt a Resolution for the Issuance of Revenue Bonds by the Duluth Economic Development Authority for Benedictine Health Systems.**

Councilmember Allen asked if cities had a limit to how much conduit debt they could issue. Ms. Thibodeau discussed the purpose limits that were in place.

**A roll call vote was taken.**

**4 Ayes, 0 Nays-Motion Carried**

2. Consideration of Acceptance of the City’s Comprehensive Annual Financial Report, Auditor Communication Letter, and Schedule of Expenditures of Federal Awards and Reports on Compliance with Government Auditing Standards and Legal Compliance for fiscal year ending December 31, 2020.

City Manager Massopust indicated Interim Finance Director Smith would be presenting this item to the Council.

Interim Finance Director Smith stated preparation of the City’s Comprehensive Annual Financial Report (ACFR) for the year ending December 31, 2020, has been completed. BerganKDV, our

2. Consideration of Acceptance of the City’s Comprehensive Annual Financial Report, Auditor Communication Letter, and Schedule of Expenditures of Federal Awards and Reports on Compliance with Government Auditing Standards and Legal Compliance for fiscal year ending December 31, 2020.

independent auditing firm, has completed their audit of our accounting records and financial statements. It was noted BerganKDV has issued an unqualified, or clean, opinion that our financial statements are presented fairly in all material respects. The auditors also have issued a Communications Letter and Schedule of Expenditures of Federal Awards and Reports on Compliance with Government Auditing Standards and Legal Compliance. She commented further on the fourth quarter financials and recommended acceptance of the Comprehensive Annual Financial Report for year ending December 31, 2020.

Andrew Grice, Audit Partner with BerganKDV, thanked the New Brighton finance team for all of their great work during the recent audit. He reported the City received an unmodified or clean opinion which meant all financial statements were fairly presented in all material respects. He discussed the single compliance audit that had to be completed for the Coronavirus Relief Funds the City received from the federal government. He commented on the performance of the General Fund over the past five years and described how COVID impacted the General Fund in 2020.

Councilmember Allen stated in years past the City's audits have come back clean with a note regarding the separation of duties due to the small size of the finance department. He questioned why this note was not made within the 2020 audit. Mr. Grice discussed how the finance department segregated its duties and commended the City on its efforts to put additional processes in place. Further discussion ensued regarding how staff was working to avoid material misstatements.

Councilmember Axberg asked what unique tests were done within the audit for 2020. Mr. Grice discussed the special and unpredictable testing that was done within the 2020 audit.

Mayor Niedfeldt-Thomas understood there were challenges in 2020 due to the pandemic. She questioned how the audit was impacted by the pandemic. Mr. Grice stated process changes and risk assessment were further reviewed in 2020 due to the pandemic.

Councilmember Allen inquired how New Brighton compared to other cities with respect to the City's financial outlook. Mr. Grice stated he could present per capita numbers next year, noting he did not have any specific numbers to draw from at this time. He commended the City on having a clean, unmodified report with no findings, indicating this only happens 5% to 10% of the time.

Mayor Niedfeldt-Thomas asked what comparable challenges were in place, due to the fact 2020 was an anomaly. Mr. Grice stated this was a concern when considering year to year data. He explained the budget was the best tool to consider when looking at finances critically. He reported the minimum fund balance policies were also key for the City to have in place.

Councilmember Allen commented with the CARES funding and recently approved federal funding the General Fund was in a different place than it could have been. He indicated he appreciated the federal funding and how it has helped New Brighton weather the pandemic and keep essential City services in place.

Mayor Niedfeldt-Thomas thanked Interim Finance Director Smith for her great work on behalf of the City of New Brighton.

**Motion by Councilmember Axberg, seconded by Councilmember Allen to accept the Comprehensive Annual Financial Report, audit Communications Letter, and Schedule of Expenditures of Federal Awards and Reports on Compliance with Government Auditing Standards and Legal Compliance for fiscal year ending December 31, 2020.**

**A roll call vote was taken.**

**4 Ayes, 0 Nays-Motion Carried**

3. Consider Approval of Contract with CultureBrokers, LLC for Inclusion Initiative Startup Consulting Services.

3. Consider Approval of Contract with

City Manager Massopust stated the City of New Brighton is committed to working towards inclusion and equality for all. The City Council has expressed a desire to ensure as an organization and community we are taking the necessary steps to address and achieve issues and goals related to diversity, equity, and inclusion. The plans that have been laid out to embark on this journey include the hiring of a professional consultant that can ensure we have a proper framework created for sustainable and change across the organization and community. Specifically, the consultant will assist us in developing our equity philosophy, creating a charter and parameters for a new Commission including the creation of it, clear next steps on how to develop and implement an equity action plan in partnership with our new staff position, and check-ins on implementation. Staff are recommending that the City partners with CultureBrokers, LLC to assist us. Staff found CultureBrokers LLC to understand and fit the scope of work that we need to be successful in this work.

Lisa Tabor, CultureBrokers, introduced herself to the Council and discussed how her company would assist the City in setting up a governance structure and management function that helps the City achieve racial equity now and going forward into the future. She stated her mission was to build inclusive environments by influencing behaviors individually, socially and structurally. She described how she would deliver a framework that would address philosophy, governance and management. She commented on the importance of creating an equity statement and a charter for the DEI Commission. She reported she would be focused on helping the City see real results right away through integrated systems, proper systems of thought and expedited high performance. She reviewed a sample equity statement with the Council and stated she was looking forward to working with the City of New Brighton.

Councilmember Axberg reported the Council was excited to be starting this work and she looked forward to advancing this work on behalf of the community. She questioned why City Manager Massopust selected CultureBrokers. City Manager Massopust explained he received great references for CultureBrokers and noted in his conversations with Lisa he got the sense they understood the need for change and how to implement this type of work at a level that was a good fit for New Brighton.

Councilmember Abdulle thanked Ms. Tabor for her presentation. He understood the City has done some work in this area, but he was looking forward to the City moving forward with these concrete recommendations. He wanted to make sure that as the City creates a DEI Commission that it is successful. He explained he was looking forward to working with Ms. Tabor.

Councilmember Allen questioned the work timeline would be. Ms. Tabor estimated all work would be done in the next five or six months. She understood staff wanted to release the job description for the DEI position in July. She recommended the philosophy and equity statements be in place at that time.

Mayor Niedfeldt-Thomas asked if work for the Council would be identified in the next five or six months. Ms. Tabor reported community engagement should happen when it needs to happen. She stated it would be important for this engagement to deliver actionable information for staff.

Mayor Niedfeldt-Thomas requested further information regarding the balance scorecard. Ms. Tabor commented further on the racial equity impact analysis and described how the numbers or data was analyzed.

Councilmember Allen stated equity in society does not exist. He discussed there were things New Brighton could do to be more inclusive and equitable with services. However, there was a reality that there was an inequality in society. He questioned what New Brighton could do to counteract the problems that exist in society. Ms. Tabor indicated this was a good question. She reported this question would be addressed as the City creates its equity strategic plan. She noted the City would have to focus on the things it can control.

Councilmember Abdulle asked if this process would be grounded in community input and an

understanding of the community's needs. He stated he would also like to see a team created to assist with the hiring of the DEI position. Ms. Tabor commented she liked to have as many stakeholders involved as possible as appropriate when making decisions. However, in order to make good decisions, good input has to be provided. She indicated the difficulty comes in when determining who should be involved. She reported she tends to lean to vetting suggestions versus only allowing certain members of the community to comment. Mayor Niedfeldt-Thomas discussed the work that was done by an inclusive community task force several years ago and asked how the work completed by this group would be integrated and wholistic. Ms. Tabor explained the data would have to be segmented for all groups. She discussed how racism was defined as being so broad and hard to counteract and encouraged the City to focus on eliminating or reducing disparities by race. Councilmember Axberg requested further information on the scope of work and how data will be collected. Ms. Tabor reported the scope of work for New Brighton does not include data analysis or setting up data. She indicated this would be a function of developing an equity strategic action plan and operationalizing the City's philosophy.

**Motion by Councilmember Abdulle, seconded by Councilmember Allen to approve the contract with CultureBrokers, LLC for Inclusion Initiative Startup Consulting Services.**

**A roll call vote was taken.**

**4 Ayes, 0 Nays-Motion Carried**

### **Commission Liaison Reports, Announcements and Updates**

#### **Devin Massopust**

City Manager Massopust reported staff has had conversations with metro transit about enhancing transit options in New Brighton and requested representatives attend a future worksession meeting. He stated Public Safety Commissioner Tonya Kessler stepped down from her position because she would be moving out of New Brighton. He explained the Council would be looking to make an appointment for this vacant position at their next meeting. He commented staff has received details regarding the American Rescue Plan (ARP) from the Treasury Department. He stated he would be putting together an internal committee to provide oversight of the ARP funds. He anticipated it would be several weeks until the City sees this funding. He reported the Planning Commission would be holding a Public Hearing on May 18<sup>th</sup> to address a zoning code update regarding manufactured homes. He discussed the return to office transition for City staff noting all staff members would be back at City Hall on June 1<sup>st</sup>. He indicated the City received five proposals for the Midtown Village park and these plans were being reviewed by staff. He encouraged residents to consider getting their COVID vaccine at the New Brighton Community Center on Wednesday, May 12<sup>th</sup>.

#### **Graeme Allen**

Councilmember Allen reported the Public Safety Commission met on Monday, May 10<sup>th</sup> where the group discussed traffic stop data, the factors that led to the demographics of the individuals being pulled over, and the Commission thanked staff for the recent training opportunity. He noted the Public Safety Department was hiring right now and applications would be accepted through Thursday, May 13<sup>th</sup>. He wished mothers a belated Happy Mother's Day and encouraged residents to get their COVID vaccine.

#### **Pam Axberg**

Councilmember Axberg reported the EDC did not meet in May. She noted she had the opportunity to visit with PREC at their meeting on Wednesday, May 5<sup>th</sup>. She explained this

**Commission Liaison  
Reports,  
Announcements and  
Updates**



group discussed a facility naming policy and began planning for the Midtown Village playground.

**Mayor Niedfeldt-Thomas**

Mayor Niedfeldt-Thomas reported she visited several area businesses and has heard from them there was a need for the City to promote its small businesses. She explained she attended a fire relief association meeting and commended this group for managing their finances so well. She discussed the worksession meeting that was held last week jointly between the City Council, EDC and Planning Commission with the Urban Land Institute. She indicated she connected with an environmental group that was looking into solar projects and commended the City for having a great solar model in place. She noted she attended the recent New Brighton Historical Society meeting and encouraged volunteers to assist with selling rhubarb on June 5<sup>th</sup> and 6<sup>th</sup>. She discussed a City Manager and Mayor meeting she attended with neighboring communities where these cities discussed how to return to in person meetings. Lastly, she encouraged all residents to participate in the citywide garage sale which would be held Thursday, May 13<sup>th</sup> through Sunday, May 16<sup>th</sup>. She noted the citywide cleanup day would be held on Saturday, May 22<sup>nd</sup> at the Public Works Facility.

**Adjournment**

Mayor Niedfeldt-Thomas adjourned the meeting at 8:23 p.m.

**Adjournment**

The meeting adjourned at 8:23 p.m.

\_\_\_\_\_  
Kari Niedfeldt-Thomas, Mayor

ATTEST: \_\_\_\_\_  
Terri Spangrud, City Clerk





Council Worksession  
May 11, 2021  
5:00 pm

Present: Mayor Kari Niedfeldt-Thomas  
Councilmember Abdullahi Abdulle  
Councilmember Graeme Allen  
Councilmember Pam Axberg  
Absent: Councilmember Emily Dunsworth

Staff in Attendance: Devin Massopust

Guests in Attendance: Kari Collins, Mary Jo McGuire

Due to the COVID-19 pandemic this meeting was held both virtually and in person.

Ramsey County HRA Presentation and Discussion

Massopust reported the goal to tonight's meeting was to listen and chat with representatives from Ramsey County to discuss their economic and inclusion plans regarding their HRA and affordable housing plans.

Kari Collins, Director of Community and Economic Development for Ramsey County, thanked the Council for their time. She stated she looked forward to discussing the County's role in economic development and future role in housing and redevelopment. She described how the County was working to strengthen the region and would be moving to be proactive with respect to economic development. She stated prior to the pandemic Ramsey County launched RamseyCountyMeansBusiness.com in order to identify businesses that may want to grow or locate in the County. However, three months later COVID started and this initiative was retooled to assist businesses that were struggling through the pandemic. She noted 52 businesses in New Brighton were assisted through Small Business Relief Grants from CARES Act Funding. She described the County's Economic Inclusion Infrastructure. She commented further on the engagement sessions that were held and discussed the surveys that were sent to gather data for Ramsey County. She reviewed the goals for the County going forward which included cultivating economic prosperity and enhancing access to opportunity and mobility for all residents and businesses. She discussed what an HRA levy would mean for the County, which would include raising up to \$11.6 million a year to fund affordable housing and redevelopment projects. She reported the County plans to pursue an HRA levy in 2022. She stated the HRA funds would be targeted towards housing infrastructure, environmental funding, redevelopment planning and innovation funding.

Mayor Niedfeldt-Thomas explained she attended a session with the County on the new HRA plan and she appreciated all of the information provided regarding how this plan would be implemented. She asked if the County understood New Brighton's percentage of homeownership versus rental compared to other cities in Ramsey County. She estimated owner occupied in New Brighton was 60% and rental was at 40%. Ms. Collins stated the County had this information broken down by community and could provide this information to the Council. She discussed the formula that would be used for the HRA levy and estimated median value homes would pay \$45 per year. She commented further on how all members of the County would benefit from building out an array of programming.

Councilmember Allen thanked the County for the presentation and believed the County was moving in the right direction. He stated he was impressed by the work being done. He understood there were details that still had to be sorted out and asked how the grant process will work. Ms. Collins explained before the County could fund a project through levy dollars consent would have to be granted by the municipal body. She reported the County intends to work with City staff to locate areas of focus, to be a partner and to create opportunities for future redevelopment. She discussed how long it took to get affordable housing projects off the ground and how different paths would be created for the County's grant programs.

Councilmember Abdulle thanked the County for their time and thoughtful approach to the HRA levy. He requested further information regarding the path forward with respect to affordable housing. Ms. Collins stated the HRA would be used to advance affordable housing due to the significant housing crisis Ramsey County was facing. She explained a full continuum of housing would be considered across all areas of the County. She commented further on how the HRA budget would be determined noting this would be based upon the Resolutions of Support the County receives.

Mayor Niedfeldt-Thomas requested further information regarding the transportation plans the County has in place. Ms. Collins stated she could not speak to the regional rail authority's plans or budget. She indicated the County was going to be considering transit oriented development in order to create greater housing and job opportunities.

Ramsey County Commissioner Mary Jo McGuire commented she was grateful to be a part of this meeting. She reported this was important work and she was proud of the County's efforts. She explained the County would be working to coordinate with the City and the Met Council to get more transit in New Brighton.

Councilmember Abdulle indicated he was glad this conversation was being held. He stated for many families, transportation expenses were their second highest expense after housing. He believed there was a lack of coordinated efforts between all the different government/transportation agencies. He supported there being more transit options along Old Highway 8.

Ramsey County Commissioner McGuire explained she served on a Transportation Advisory Board with the Met Council and these types of projects were being discussed. She encouraged New Brighton to continue to look at grants from the Met Council for these types of projects. She talked about how important it was for the City and its businesses to come together to request more transit options.

Councilmember Allen agreed additional transportation options were needed in the community.

Mayor Niedfeldt-Thomas asked what kind of expectations would be placed on City staff when applying for gap financing and grant opportunities for affordable housing. Ms. Collins explained collaboration would be critical. She discussed the partnership the County had with Minnesota Housing and encouraged projects to go through this process. She noted this process would allow County and State dollars to be leveraged. She commented the County would want to work with City's to ensure the programs are working with each community and that targets were being hit. She anticipated annual reports would be created to assist in holding the County accountable. She reported the County was not intending to run public facilities but rather would be providing gap financing to non-profit housing developers.

Councilmember Abdulle stated he appreciated the fact that an annual report would be created. He asked what other performance measures would be in place. Ms. Collins commented a variety of performance measures would be studied including housing related targets and other benchmarks within the vision plan.

Councilmember Axberg thanked the County for the detailed presentation. She questioned how the County work to find a balance for future projects. Ms. Collins stated the County would want to ensure it was serving the residents that were most in need. She indicated the County would need to channel its energy to ensure it was focused on those efforts.

Mayor Niedfeldt-Thomas inquired what social services would be provided across the suburbs with the increasing demands for housing and public services. Ms. Collins reported she understood there was no shortage in terms of need. She discussed how the County was working to evolve its programs to better meet the needs of the community.

Ramsey County Commissioner discussed the transitioning systems that were being put in place. She explained the stability of families was a major goal for the County. She understood the County was the major provider of social services for all residents within Ramsey County. She commented on how the County was learning from the pandemic and would be changing the way it was working with the community.

Mayor Niedfeldt-Thomas encouraged the County to properly inform the public regarding the HRA levy. Ms. Collins thanked Mayor Niedfeldt-Thomas for this feedback.

Councilmember Abdulle recommended the County consider posting their information in other languages, besides English, in order to make services more accessible to all residents in the community.

Ms. Collins thanked the City Council for their feedback and encouraged the Council to reach out to her with any other comments or questions they may have.

Worksession adjourned at 6:09 pm

Respectfully submitted,

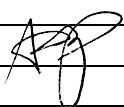

Terri Spangrud  
City Clerk





Report Number:	4
Agenda Section:	Consent
Report Date:	05/18/21
Council Meeting Date:	05/25/21

## REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION: Consider Request for Exemption from Lawful Gambling License – New Brighton Stockyard Days, Inc.	
DEPARTMENT HEAD'S APPROVAL: Anthony S. Paetznick, Director of Public Safety	
CITY MANAGER'S APPROVAL:	
No comments to supplement this report <u>    </u> Comments attached <u>    </u>	

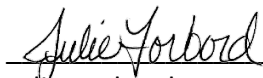
**Recommendation:** To take no action.

**Legislative History:** Minnesota State law requires the city to sign the form before the applicant can submit their application to the Gambling Control Board.

**Financial Impact:** There are no additional fees paid to the city.

**Explanation:** New Brighton Stockyard Days, Inc. is applying for exemption from the state lawful gambling license to hold a raffle on August 15, 2021 in conjunction with Stockyard Days at Long Lake Regional Park.

If Council wishes to approve the license for New Brighton Stockyard Days, Inc., no action is needed.



Julie Forbord  
Office Supervisor

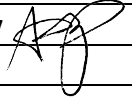







Report Number:	6
Agenda Section:	Consent
Report Date:	May 19, 2021
Council Meeting Date:	May 25, 2021

## REQUEST FOR COUNCIL CONSIDERATION

<b>ITEM DESCRIPTION:</b> Consider appointing Geoff Hollimon as the Public Safety Commission Chair and Karen Wagner as Vice-Chair for the upcoming year	
<b>DEPARTMENT HEAD'S APPROVAL:</b> Anthony S. Paetznick, Director of Public Safety	
<b>CITY MANAGER'S APPROVAL:</b>	
No comments to supplement this report	Comments attached

**Recommendation:** Accept the Public Safety Commission's recommendation to appoint Geoff Hollimon as the Public Safety Commission chairperson and Karen Wagner as vice-chair for the upcoming year.

**Legislative History:** May 10, 2021: Commissioner Wagner nominated Commissioner Hollimon to serve as chairperson for the next year. Commissioner Hollimon nominated Commissioner Wagner to service as vice-chair for the next year. No other nominations were received. The vote passed unanimously.

**Financial Impact:** n/a

**Explanation:** In accordance with City Code Section 2-63 (1), the Public Safety Commission recommended chair and vice-chair appointments for the upcoming year at their May 10, 2021 meeting. Both Commissioners recommended meet the criteria of City Code Section 2-63 (2). Both Commissioners Hollimon and Wagner indicated their willingness to serve in these capacities over the next year, should the Council accept these recommendations.




Anthony S. Paetznick  
Director of Public Safety





<b>Agenda Section:</b>	Consent
<b>Report Date:</b>	5/20/2021
<b>Council Meeting Date:</b>	5/25/2021

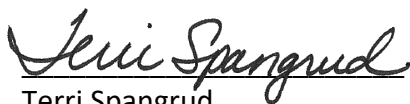
## REQUEST FOR COUNCIL CONSIDERATION

<b>ITEM DESCRIPTION:</b> Consider Resolution Appointing Dan Judd to Serve on the Public Safety Commission
<b>DEPARTMENT HEAD'S APPROVAL:</b>
<b>CITY MANAGER'S APPROVAL:</b>
<b>No comments to supplement this report</b>  <b>Comments attached</b> ____

**Recommendation:** Approve Resolution Appointing Dan Judd to Serve on Public Safety Commission

**Explanation:** Public Safety Commissioner Tanya Kessler submitted her resignation as she is moving out of New Brighton and is no longer eligible to serve.

Dan Judd, who applied for this commission and interviewed with the City Council in March, is interested in serving the remainder of her term which expires 3/31/2022.



Terri Spangrud  
City Clerk

Daniel Judd



New Brighton, MN 55112

Terri Spangrud, City Clerk  
City of New Brighton  
803 Old Hwy 8 NW  
New Brighton, MN 55112

January 30, 2021

Greetings Ms. Spangrud:

Please accept my application for a seat on the New Brighton Public Safety Commission. I have over 30 years of experience in the human services sector including employment in the nonprofit, county, and state government arenas. I want to use my skills in reaching out to the local community, becoming better acquainted with our public safety issues, and brainstorm on how to continuously improve the already excellent services provided by New Brighton staff.

Thank you for your consideration and please contact me if you need additional information. I look forward to discussing my qualifications with you in more detail.

Regards,

Daniel Judd



## Advisory Commission Application

Date: 1/30/21

### General Information:

Name: Judd Daniel  
Last First

Address: [REDACTED]

City: New Brighton State: MN Zip: 55112

Home Phone: [REDACTED] Cell Phone: [REDACTED]

Email Address: [REDACTED]

Please indicate which of these commissions you are most interested in applying for:

- ☐ Economic Development Commission (Meets the 1<sup>st</sup> Wednesday of the month at 7:30am)
- ☐ Parks, Recreation and Environmental Commission (Meets the 1<sup>st</sup> Wednesday of the month at 6:30pm)
- ☐ Planning Commission (Meets the 3<sup>rd</sup> Tuesday of the month at 6:30pm)
- ☒ Public Safety Commission (Meets the 2<sup>nd</sup> Monday of the month at 6:30pm)

Availability (Please list specific days or times you are not available):

I'm typically unavailable during business hours but can make plans with a week's notification

### Personal Information (attach additional pages as needed):

Please list related work, volunteer and educational experience:

30 years experience in social/human services including non-profit, county and state government. I am

currently employed by Hennepin County Health and Human Services, supervising a software support team.

I've served on many advisory boards including Rochester Habitat for Humanity and Crisis Nursery. I have been

on board for Pike Lake Manors Association and active member of New Brighton United Church of Christ.

**Please list any civic, professional and / or community organizations in New Brighton that you are involved with:**

Active member of New Brighton United Church of Christ for 18 years. Board member of Pike Lake Manors

Association. Formerly active with area Cub Scouts. Parent of Irondale student and active with Football

Booster Club. Neighborhood Night Out Organizer for Pike Lake Manors

**Why do you want serve on a City Commission?**

I want to utilize my skills/abilities for the continuous improvement of my community. I am accustomed to working with diverse mindsets and people and have the ability to mediate this diversity into common goals. I enjoy researching issues and gathering facts/data for decision making purposes.

**What skills, strengths or abilities are you are most proud of?**

Many of my strengths include interpersonal relationships and implementation efforts. I can successfully plan a project and see it through implementation. I know how to connect with others, make them heard, and most importantly, validate their thoughts and opinions.

**Additional Comments:**

I have a unique skill set which includes social work, IT, and finance. This brings with it the ability to address issues from varied perspectives.

**References:**

- |    |                     |                        |                             |
|----|---------------------|------------------------|-----------------------------|
| 1. | Linda Widstrand     |                        |                             |
|    | <small>Name</small> | <small>Address</small> | <small>Phone Number</small> |
| 2. | Pat Yahnke          |                        |                             |
|    | <small>Name</small> | <small>Address</small> | <small>Phone Number</small> |
| 3. | Jan Truchan         |                        |                             |
|    | <small>Name</small> | <small>Address</small> | <small>Phone Number</small> |

Please return this **completed form** along with a **letter of interest** and your **resume** to:

Terri Spangrud, City Clerk  
City of New Brighton  
803 Old Hwy 8 NW  
New Brighton MN 55112

Email: [Terri.Spangrud@NewBrightonMN.Gov](mailto:Terri.Spangrud@NewBrightonMN.Gov)

Phone: 651-638-2045 Fax: 651-638-2044

**DEADLINE: February 9, 2021**

# DANIEL JUDD

[REDACTED]  
New Brighton, MN 55112

Cell: [REDACTED]

Email: [REDACTED]

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## EXPERIENCE

MAY 2017 - PRESENT

### PROFESSIONAL SERVICES SUPERVISOR, HENNEPIN COUNTY HEALTH AND HUMAN SERVICES

Supervise a software support team for SSIS (Social Services Information System), a major state system used by counties for client case management purposes. Hennepin has over 2000 SSIS users, including 35 contracted agency staff.

FEBRUARY 2002 – APRIL 2017

### STATE PROGRAM ADMINISTRATIVE DIRECTOR, MN IT/MN DEPARTMENT OF HUMAN SERVICES

Directed the quality assurance functions of SSIS (Social Services Information System) to ensure that system functions operated without error and at optimal performance. Other duties included supervising Help Desk staff, coordinating pilots with county human service agencies, and compiling user communications.

Awarded two DHS Achievement Awards which are given for outstanding work on a specific project.

I also worked as a social worker and foster care program manager at Olmsted County Community Services, 1995 – 2002.

## EDUCATION

1990-1991

### GRADUATE STUDIES IN COMMUNITY COUNSELING, WINONA STATE UNIVERSITY

1985-1989

### BA COUNSELING, CROSSROADS COLLEGE (CUM LAUDE)

## **SKILLS**

- Project Management
- Person Centered Thinking strategies
- Public Speaking
- Continuous Improvement processing
- Strengths with implementation efforts
- Meeting facilitation

## **ACTIVITIES**

Adult Education facilitator for New Brighton United Church of Christ.  
Former board member of Pike Lakes Condo Association – New Brighton  
Formerly active with New Brighton area Cub Scouts  
Organizer of Pike Lakes Neighborhood Night Out  
Member of Irondale Football Booster Club

Past member of Olmsted County Advisory Council  
Past member of Rochester Civitan Club  
Past member of Sheriff's Youth Programs Advisory Council  
Past member of Olmsted County Cultural Child Care Recruitment Committee

Adoptive parent and former Ramsey County foster parent



RESOLUTION NO. \_\_\_\_\_

STATE OF MINNESOTA

COUNTY OF RAMSEY

CITY OF NEW BRIGHTON

**RESOLUTION APPOINTING INDIVIDUAL TO MUNICIPAL ADVISORY COMMISSION**

**WHEREAS**, Public Safety Commissioner Tanya Kessler submitted her resignation from the Public Safety Commission due to a relocation; and

**WHEREAS**, the City Council reviewed application materials and interviewed advisory commission applicant Dan Judd in March; and

**WHEREAS**, Dan Judd is willing and able to serve the remainder of Commissioner Kessler's term;

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of New Brighton that Dan Judd be appointed to the Public Safety Commission effective immediately:

**ADOPTED** this 25<sup>th</sup> day of May, 2021 by the New Brighton City Council with a vote of \_\_\_\_\_ ayes and \_\_\_\_\_ nays.

\_\_\_\_\_  
Kari Niedfeldt-Thomas, Mayor

ATTEST:

\_\_\_\_\_  
Devin Massopust, City Manager

\_\_\_\_\_  
Terri Spangrud, City Clerk





<b>Report Number:</b>	
<b>Agenda Section:</b>	<b>Business</b>
<b>Report Date:</b>	<b>5/19/2021</b>
<b>Council Meeting Date:</b>	<b>5/25/2021</b>

## REQUEST FOR COUNCIL CONSIDERATION

<b>ITEM DESCRIPTION: CONSIDERATION OF BIDS AND AWARD OF CONTRACT FOR CITY PROJECT 21-1, 2021 STREET REHABILITATION</b>	
<b>DEPARTMENT HEAD'S APPROVAL: Craig Schlichting, Director of Community Assets and Development</b> <i>CS</i>	
<b>CITY MANAGER'S APPROVAL:</b>	
<b>No comments to supplement this report</b> <i>[Signature]</i>	<b>Comments attached</b> <u>      </u>

**Recommendation:** To accept all bids and adopt the attached Resolution awarding a contract for City Project 21-1, 2021 Street Rehabilitation to the lowest responsible bidder, GMH Asphalt Corporation, in the amount of \$1,450,170.40.

### Legislative History:

January 12, 2021	City Council adopted a resolution ordering staff to prepare a Feasibility Study for City Project 21-1, 2021 Street Rehabilitation.
February 18, 2021	A neighborhood informational meeting was held with residents to be affected by the project.
March 9, 2021	City Council accepted the Feasibility Study for Project 21-1, 2021 Street Rehabilitation and set Public Improvement Hearing for March 23, 2021.
March 23, 2021	Public Improvement Hearing held. Council adopted a resolution ordering project 21-1, 2021 Street Rehabilitation as proposed in the Feasibility Study.
April 13, 2021	City Council approved project plans and specifications and authorized advertisement for bids.
May 18, 2021	Bids opened by Staff.

**Financial Impact:** The following eight bids were received and opened by staff at 1:00 p.m. on May 18, 2021:

1.	GMH Asphalt Corporation	\$1,450,170.40
2.	North Valley, Inc.	\$1,450,883.29
3.	Bituminous Roadways, Inc.	\$1,496,962.86
4.	Minnesota Paving and Materials	\$1,521,484.99
5.	Douglas-Kerr Underground, LLC	\$1,528,578.21
6.	T.A. Schifsky & Sons, Inc.	\$1,550,429.25
7.	Forest Lake Contracting, Inc.	\$1,613,613.00
8.	Park Construction Company	\$1,683,360.55

A bid tabulation has been completed by the Department of Community Assets and Development and all bid totals were verified. The low bid of \$1,450,170.40 submitted by GMH Asphalt Corporation is fifteen percent below the engineer's estimate of \$1,713,052.00.

If awarded, the contract requires project completion by September 30, 2021.

**Explanation:** This project consists of the reconstruction of approximately 2.11 miles of residential streets by the reclamation of the existing bituminous surface and base material, removal and replacement of sections of concrete curb and gutter, storm sewer improvements, hydrant replacement, sanitary sewer improvements, street grading, bituminous surfacing, and boulevard repair on the following streets:

Longview Drive	-	Silver Lake Road to Cedar Drive
Cedar Drive	-	Longview Drive to 17 <sup>th</sup> Avenue NW
Brighton Lane	-	Longview Drive to Sunnyside Terrace
17 <sup>th</sup> Avenue NW	-	Longview Drive to County Road H
Sunbow Lane	-	Sunnyside Terrace to County Road H
Sunnyside Terrace	-	Sunbow Lane to Long Lake Road
Rainbow Lane	-	Sunnyside Terrace to County Road H
Oriole Lane	-	Sunnyside Terrace to County Road H
Long Lake Court	-	Long Lake Road to cul-de-sac
14 <sup>th</sup> Avenue NW	-	25 <sup>th</sup> Street NW to County Road H

**Costs and Funding:** This project, if approved, would be funded from a combination of City of New Brighton general taxes, special assessments, and utility improvement funds.



Craig G. Schlichting, P.E.  
Director of Community Assets & Development

Attachments: Bid Award Resolution

Resolution No. 21-

State of Minnesota  
County of Ramsey  
City of New Brighton

**RESOLUTION AWARDING THE BID FOR PROJECT 21-1, 2021 STREET REHABILITATION**

**WHEREAS**, pursuant to advertisement in the *Pioneer Press and Finance and Commerce*, and online at <http://www.QuestCDN.com>, bids for the above mentioned improvement were received, opened, and read aloud by the City Administration at 1:00 p.m., May 18, 2021 complying with the advertisement; and

**WHEREAS**, the lowest bidder meeting bid specifications was found to be **GMH Asphalt Corporation** with a total bid of **\$1,450,170.40**.

**NOW THEREFORE BE IT RESOLVED** by the City Council of the City of New Brighton:

1. That the Mayor and City Manager are hereby authorized and directed to enter into a contract with GMH Asphalt Corporation in the name of the City of New Brighton for City Project 21-1, 2021 Street Rehabilitation Project.

**Adopted** this 25th day of May, 2021, by the New Brighton City Council with a vote of \_\_\_\_\_ ayes and \_\_\_\_\_ nays.

\_\_\_\_\_  
Kari Niedfeldt-Thomas, Mayor

ATTEST:

\_\_\_\_\_  
Devin Massopust, City Manager

\_\_\_\_\_  
Terri Spangrud, City Clerk





Department of Community Assets and Development

## PROJECT 21-1, 2021 STREET REHABILITATION

May 25, 2021 Consideration of Bids and Award of  
Contract



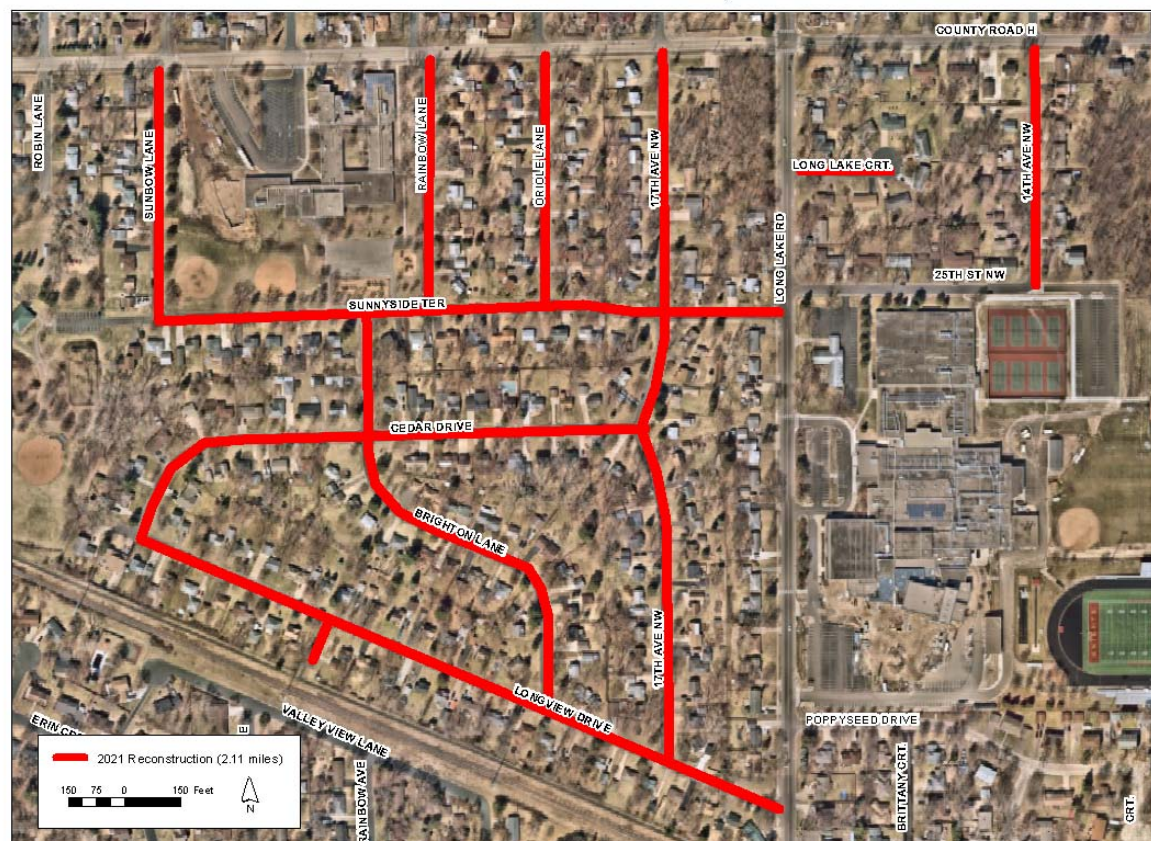
## PROJECT 21-1 SCHEDULE





BID TABULATION (Eng. Estimate \$1,713,052.00 )

Contractor	Bid Total
GMH Asphalt Corporation	\$1,450,170.40
North Valley, Inc.	\$1,450,883.29
Bituminous Roadways, Inc.	\$1,496,962.86
Minnesota Paving and Materials	\$1,521,484.99
Douglas-Kerr Underground LLC	\$1,528,578.21
T.A. Schifsky and Sons, Inc.	\$1,550,429.25
Forest Lake Contracting, Inc.	\$1,613,613.00
Park Construction Company	\$1,683,360.55



PROJECT CONSTRUCTION COSTS

IMPROVEMENT	ESTIMATED COST
Street Improvements	\$881,568.90
Storm Sewer Improvements	\$284,499.60
Watermain Improvements	\$228,531.66
Sanitary Improvements	\$55,570.24
<b>TOTAL</b>	<b>\$1,450,170.40</b>

## RECOMMENDATIONS

1. Accept all bids
2. Adopt Resolution awarding a contract for City Project 21-1, 2021 Street Rehabilitation in the amount of \$1,450,170.40



Questions?

Craig Schlichting, P.E.

651-638-2056

[Craig.Schlichting@newbrightonmn.gov](mailto:Craig.Schlichting@newbrightonmn.gov)










<b>Agenda Section:</b>	<b>VIII</b>
<b>Item:</b>	<b>2</b>
<b>Report Date:</b>	<b>5/20/21</b>
<b>Council Meeting Date:</b>	<b>5/25/21</b>

## REQUEST FOR COUNCIL CONSIDERATION

<b>ITEM DESCRIPTION:</b>	<b>Consider Approval of Ordinance 884: An Ordinance to Rezone Properties to MHC and to Update Regulations Relating to Manufactured Homes</b>
<b>DEPARTMENT HEAD'S APPROVAL:</b>	
<b>CITY MANAGER'S APPROVAL:</b>	
<b>No comments to supplement this report</b>	<b>Comments attached</b>

**15.99 Deadline:** n/a

**Recommendations:** ▪ **The Planning Commission and Staff are both recommending approval of Ordinance 884 based on the following:**

- Ordinance 884 will implement the changes approved by Ordinance 881, and will ensure our oversight of manufactured homes remains unchanged from previous decades.
- Failure to approve this ordinance essentially ends activity within our manufactured home parks unless variances are both applied for and granted, thereby increasing both cost and review time to complete projects within the existing parks.
- Resident requests to create new standards for manufactured home parks (i.e. city enforced separation requirements for units beyond MN Department of Health minimums) is not appropriate at this time, but could be considered as part of the upcoming zoning code rewrite project. Adding new regulations is not the intent of Ordinance 884.

**Legislative History:** ▪ None. In early March, it came to the City's attention that the combination of Chapter 16 of the City Code and the underlying zoning districts for the City's two manufactured home parks basically prevent all activity from occurring in either park without a variance. The combination of Ordinances 881 and 884 will ensure the City's manufactured home park residents will see NO disruption or changes in how the City has historically reviewed and approved permits for their homes.

**Financial Impact:** ▪ Significant to our manufactured home parks and our residents living in these parks. Without these changes, costs to do anything will be substantially higher and will take substantially longer due to the need for variances.

**Summary:** Main aspects of the revised ordinance include:

- The Lakeside Manufactured Home Park will be rezoned from R-3B to MHC
- The Oak Grove Manufactured Home Park will be rezoned from R-2 to MHC.
- Chapter 16 is being further updated to ensure development of new parks or expansion areas of existing parks results in overall densities consistent with historic expectations.

**Attachments:** 1) *Staff Report*  
2) *Ordinance 884*  
3) *Presentation Slides*

A handwritten signature in black ink, appearing to read 'Ben Gozola', is positioned above a horizontal line.

Ben Gozola, AICP,  
*Assistant Director of Community Assets and Development*



**Ordinance 884: Manufactured Home Parks  
Rezoning and Code Updates**

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To: **City Council**

From: Ben Gozola, *Assistant Director DCAD*

Meeting Date: **5-20-21**

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**INTRODUCTION/BACKGROUND**

In April, the Planning Commission and City Council were introduced to a host of problems in the City Ordinance relating to existing and future manufactured home parks. Existing codes had guided the City's manufactured home parks for decades without issue, but a recent complaint prompted an in-depth examination of our regulations, and staff agreed that historic practices could not continue given how code was written. Without immediate action, this discovery was poised to have a significant impact on ALL manufactured home owners (over 360 homes) in the form of increased permit costs (\$350+) and permit review times (+40 days). To protect these residents and to maintain past practices, staff immediately published notice for Ordinance 881 to update the City Code and Zoning Code as needed to eliminate the newly identified problems. On April 27<sup>th</sup>, 2021, Ordinance 881 was approved, but will not be effective until the City's Manufactured Home Parks are rezoned to the newly created Manufactured Home Community (MHC) zoning district. Ordinance 884 will complete the rezonings, and will make minor amendments to the language approved in Ordinance 881 in response to feedback from the Planning Commission and Council last month.

**Note for Residents:** The intent of both Ordinance 881 and Ordinance 884 is to ensure you see NO disruption or changes in how the City has historically reviewed and approved permits for your home. The end result of all the changes being made are intended to be imperceptible to you as a manufactured home owner. Fees, review times, and standards that have been enforced for more than thirty years will continue to exist moving forward without change. Absent these ordinances, you would be unfairly subject to higher permit costs and lengthy permit review times.

In preparing these ordinances, it has come to staff's attention that some residents may wish to see the City implement *NEW* standards within our manufactured home parks that have never been enforced at the City level. While such changes are worthy of future discussion, they do not fit with the intent of this particular Ordinance. Ordinance 884 fixes the immediate problem to avoid significant impacts to you and your neighbors. Starting next month though, the City is beginning the process to update the entire zoning ordinance, and that will be the appropriate time to contemplate NEW standards and regulations throughout the City. Any comments requesting new park standards will be recorded at the upcoming public hearing, and will be considered as part of that zoning code update project. Staff is not recommending that any new standards be adopted at this time.

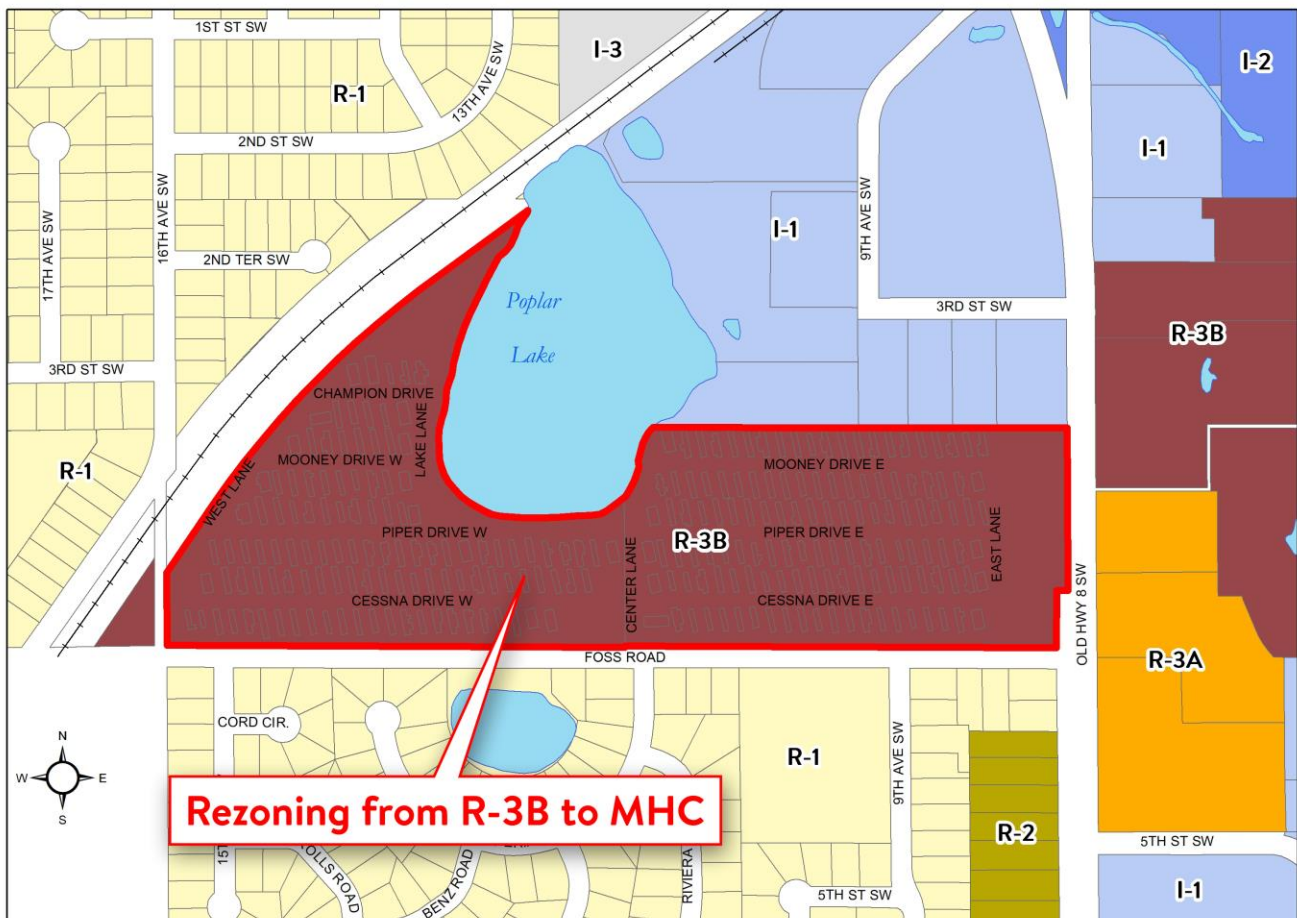
## **ORDINANCE 884 OVERVIEW**

Ordinance 884 is broken down into three main components. The first two sections will complete the rezoning of the Lakeside and Oak Grove Manufactured Home Parks, and Section 3 will implement further updates to Chapter 16 of City Code to ensure expansion of existing parks will match historic expectations for new parks.

### **Section 1: Rezoning of the Lakeside Manufactured Home Park from R-3B to MHC**

- **Lines 17 – 19 (pages 1-7). Lakeside Rezoning from R-3B to MHC.** These pages will officially rezone all property within the Lakeside Manufactured Home Park to MHC per Exhibit A in the Ordinance.

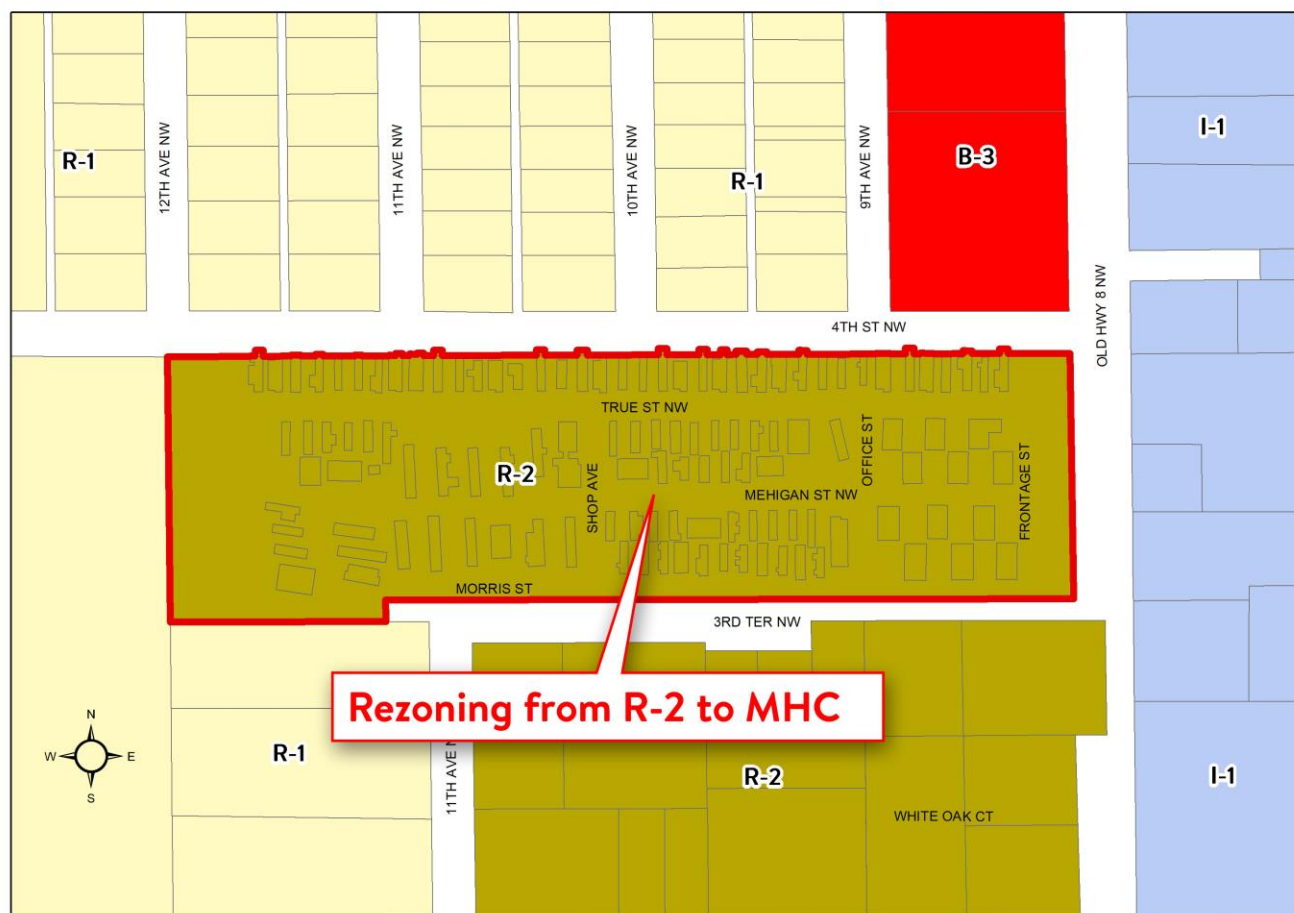
**ORD 884 EXHIBIT A: REZONING LAKESIDE MANUFACTURED HOME PARK FROM R-3B TO MHC**



## Section 2: Rezoning of the Oak Grove Manufactured Home Park from R-2 to MHC

- **Lines 20 – 22 (pages 7-10). Oak Grove Rezoning from R-2 to MHC.** These pages will officially rezone all property within the Oak Grove Manufactured Home Park to MHC per Exhibit B in the Ordinance.

### ORD 884 EXHIBIT B: REZONING OAK GROVE MANUFACTURED HOME PARK FROM R-2 TO MHC



### **Section 3: Updates to Chapter 16 of City Code**

In reviewing and approving Ordinance 881 which updated language in Chapter 16 relating to the creation of new manufactured home parks, the Planning Commission and City Council wanted to know if staff had analyzed the historic parameters for new park development to ensure they would work as intended if implemented today. Staff indicated that all existing parameters were accepted “as is,” but we would seek to undertake such an analysis in the future. Given Ordinance 884 gives us a second bite at the apple, staff spent time in May analyzing the Lakeside Manufactured Home Park to determine how that land would develop today under the present standards. The results of our analysis suggested that further clarity was needed to ensure densities within new parks or expansion areas met historic expectations. The proposed updates to Chapter 16 are as follows:

- **Lines 25 – 29.** These lines preserve existing language in Articles 1 & 2 that would be unchanged as a result of this ordinance.
- **Lines 30 – 41. Minimum Area and Maximum Density.** As part of Ordinance 881, this is where staff coordinated various existing provisions of code relating to the calculation of allowable density in a new manufactured home park. This language would now be moved into an expanded framework as outlined below.
- **Lines 42 – 51. Minimum Area.** The first clarification proposed by staff would be to acknowledge the statutory minimum size for manufactured home parks as a site that could accommodate at least two (2) manufactured homes if provided by the necessary facilities. In subsection (b), we state that expansion areas for existing parks can be ANY size, but such land can only be used for new homes if the new land isn’t needed to meet recreation or storm shelter needs for the existing park.
- **Lines 52 – 79. Maximum Density and Unit Count in New Parks.** Staff’s analysis of Lakeside indicated that further clarification was needed to calculate the net amount of land that could be considered when calculating an allowed density for a new manufactured home park. Starting with the gross acreage of land being developed, the following deductions would be followed to establish the net acreage for new units.
  - Lines 55 – 56. First all unbuildable areas would be removed: open water areas, protected wetlands, and any other areas/features prohibited from development by Code.
  - Lines 57 – 60. After unbuildable land has been removed, a minimum of 2% of the remaining land must then be set aside for recreational purposes.
  - Lines 61 – 66. On the remaining land, the developer must then identify all areas for required community facilities and amenities (i.e. storm shelters, management offices, large vehicles storage areas, community meeting spaces, etc). All such lands and areas within 10 feet of those lands must then be removed from development consideration.

- Lines 67 – 68. Finally, all land for the local private roadway system must then be removed from development consideration.
- Lines 69 – 79. Subsection (b) then tell us how many units can be placed in a manufactured home park given the remaining net land.
  - Lines 69 – 71. For every 3600 square feet of the remaining net land, one unit can be created provided initial minimum spacing of units is followed. Minimum initial spacing ensures that each unit can grow and expand over time as may be needed, and provides space for sheds and other improvements following initial park set up.
  - Line 72. The primary long sides of two proposed units shall be separated by at least 25 feet.
  - Line 73. The primary short sides of two proposed units shall be separated by at least 10 feet.
  - Line 74. Short sides of a proposed home facing the long side of a proposed home shall be separated by at least 10 feet.
  - Line 75. Perimeter setbacks of 30 feet from public roads must be met.
  - Lines 76 – 77. Perimeter setbacks of 30 feet from adjacent residential lands not zoned MHC must be met.
  - Lines 78 – 79. Perimeter setbacks of 5 feet from adjacent Commercial or Industrial lands must be met.

Staff's analysis suggests this revised framework would result in a park similar to the existing Lakeside Park as presently developed. Separations between units can and will shrink over time as homes are replaced and as porches and additions are added, but overall unit count would not go up as that number would be capped by the special use permit authorizing the development.

- **Lines 80 – 97. Maximum Density and Unit Count in Expansion Areas of Existing Parks.** Staff is proposing a separate “expansion” regulations as such areas must serve the existing park’s needs first before being used for additional units. Existing parks may be legal nonconforming to minimum standards currently, but those nonconformities are not protected in the event of expansion.
  - Lines 81 – 87. Subsection (a) basically says once you add land to an existing manufactured home park, the City will conduct the same analysis we would do if the entire park as a whole is new. The new gross land area would first be reduced by unbuildable areas, and would then be reduced by the minimum 2% of land area required for recreation facilities. If adequate storm shelter facilities exist to serve both the existing and proposed areas, the remaining (new) net land can be used to calculate allowable new units.

If providing required recreation areas or storm shelters takes up the entirety of the expansion area, then no new units will be allowed.

- Lines 88 – 97. The same spacing requirements for new parks would apply to expansion areas of existing parks.
- **Lines 98 – 100.** These lines would preserve the remaining existing language in Articles 2 & 3. These provisions would remain unchanged as a result of this ordinance.

### **PUBLIC HEARING**

Only two speakers participated in the public hearing at the Planning Commission meeting on May 18<sup>th</sup>.

- Steve Barns (1400 Piper Dr) – Mr. Barns says the former owner of the Lakeside Manufactured Home Park told him the City enforced 25' setbacks between the long sides of homes, and he doesn't believe that approving this ordinance is an urgent matter. He firmly disagrees with staff and believes this is a change in policy at the municipal level, and the City should take an active role in requiring and maintaining larger setbacks in manufactured home parks. In his opinion, the City is taking actions that will result in residents losing 50% or more of their yards depending on management decisions. He also feels the public hearing was not accessible, and there should be a dial in number for interested residents to participate in the public hearing.
- Kurtis Williams (1200 Foss Rd) – Mr. Williams introduced himself as the regional manager for Riverstone Communities who owns the Lakeside Manufactured Home Park. He indicated they purchased the community in 2016 from a husband and wife who ran the park in a particular way resulting in the development seen today: larger spacing, one tree per unit, on-site unit sales, etc. Riverstone has chosen to maintain as many aspects of previous management as they can to maintain and grow the value of the park. He addressed Mr. Barns concerns in stating it is bad business to not continue the policies that make Lakeside unique, and the units they've brought in since buying the park show their commitment to maintaining the historic look and feel of the park. He also indicated that existing utility installations protect existing yards as it is far too cost prohibitive to move all gas, electric, water, and sewer lines just to accommodate a slightly larger unit.

### **RECOMMENDATION**

The Planning Commission considered the information presented by staff and the comments at the public hearing, and **unanimously recommended APPROVAL of Ordinance 884 based on the following:**

- Ordinance 884 will implement the changes approved by Ordinance 881, and will ensure our oversight of manufactured homes remains unchanged from previous decades.
- Failure to approve this ordinance essentially ends activity within our manufactured home parks unless variances are both applied for and granted, thereby increasing both cost and review time to complete projects within the existing parks.

- The resident requests to consider the creation of new separation standards for units in manufactured home parks can be considered as part of the upcoming zoning code rewrite project.

**Staff concurs with the Planning Commission recommendation.**

**ATTACHMENTS:**

- 1. Ordinance 884*
- 2. Presentation Slides*

ORDINANCE NO. 884

STATE OF MINNESOTA  
COUNTY OF RAMSEY  
CITY OF NEW BRIGHTON

**AN ORDINANCE TO REZONE PROPERTIES FROM R-3B AND R-2 (THE  
LAKESIDE AND OAK GROVE MANUFACTURED HOME PARKS) TO MHC  
(MANUFACTURED HOME COMMUNITY), AND TO UPDATE REGULATIONS  
RELATING TO MANUFACTURED HOMES IN CHAPTER 16 OF CITY CODE  
AND CHAPTER 4 OF THE ZONING CODE**

THE CITY OF NEW BRIGHTON ORDAINS:

**SECTION 1.** Pursuant to Chapter 8, Article 3 of the New Brighton City Zoning Ordinance, and as illustrated in **Exhibit A**, the official zoning map for the City of New Brighton is hereby amended to rezone the following properties from **R-3B to MHC**:

<b><u>Parcel ID</u></b>	<b><u>Site Address</u></b>
1363M00016	1000 CESSNA DR
1363M12300	1001 CESSNA DR
1363M15520	1020 CESSNA DR
1363M20525	1021 CESSNA DR
1363M29650	1030 CESSNA DR
1363M11620	1031 CESSNA DR
1363M15700	1050 CESSNA DR
1363M00017	1051 CESSNA DR
1363M07200	1070 CESSNA DR
1363M00018	1071 CESSNA DR
1363M17380	1080 CESSNA DR
1363M02160	1081 CESSNA DR
1363M04600	1090 CESSNA DR
1363M12950	1091 CESSNA DR
1363M05200	1100 CESSNA DR
1363M17500	1101 CESSNA DR
1363M22400	1120 CESSNA DR
1363M10500	1121 CESSNA DR
1363M00019	1130 CESSNA DR
1363M00020	1131 CESSNA DR
1363M00021	1150 CESSNA DR
1363M36200	1151 CESSNA DR
1363M00500	1170 CESSNA DR



<b><u>Parcel ID</u></b>	<b><u>Site Address</u></b>
1363M25000	1171 CESSNA DR
1363M02100	1180 CESSNA DR
1363M00022	1250 CESSNA DR
1363M04750	1270 CESSNA DR
1363M05630	1280 CESSNA DR
1363M30100	1281 CESSNA DR
1363M20550	1290 CESSNA DR
1363M00100	1291 CESSNA DR
1363M00023	1300 CESSNA DR
1363M17000	1301 CESSNA DR
1363M27650	1320 CESSNA DR
1363M00024	1321 CESSNA DR
1363M08650	1330 CESSNA DR
1363M33800	1331 CESSNA DR
1363M31550	1350 CESSNA DR
1363M29400	1351 CESSNA DR
1363M29150	1370 CESSNA DR
1363M22300	1371 CESSNA DR
1363M20905	1380 CESSNA DR
1363M11425	1381 CESSNA DR
1363M00025	1390 CESSNA DR
1363M23700	1391 CESSNA DR
1363M23250	1400 CESSNA DR
1363M00026	1401 CESSNA DR
1363M00027	1420 CESSNA DR
1363M00028	1421 CESSNA DR
1363M13930	1430 CESSNA DR
1363M01500	1431 CESSNA DR
1363M33750	1450 CESSNA DR
1363M16890	1451 CESSNA DR
1363M03150	1470 CESSNA DR
1363M03125	1471 CESSNA DR
1363M29100	1480 CESSNA DR
1363M09100	1481 CESSNA DR
1363M27640	1490 CESSNA DR
1363M18790	1491 CESSNA DR
1363M25200	1500 CESSNA DR
1363M33300	1501 CESSNA DR
1363M00029	1520 CESSNA DR
1363M06415	1521 CESSNA DR

<b><u>Parcel ID</u></b>	<b><u>Site Address</u></b>
1363M00030	1530 CESSNA DR
1363M29470	1531 CESSNA DR
1363M19900	1550 CESSNA DR
1363M18450	1551 CESSNA DR
1363M11020	1570 CESSNA DR
1363M15850	1571 CESSNA DR
1363M32200	1580 CESSNA DR
1363M15100	1581 CESSNA DR
1363M03400	1590 CESSNA DR
1363M06650	1591 CESSNA DR
1363M00031	1601 CESSNA DR
1363M25010	880 CESSNA DR
1363M00048	881 CESSNA DR
1363M00012	890 CESSNA DR
1363M03350	891 CESSNA DR
1363M00013	900 CESSNA DR
1363M26100	901 CESSNA DR
1363M24190	920 CESSNA DR
1363M05900	921 CESSNA DR
1363M00014	930 CESSNA DR
1363M25500	931 CESSNA DR
1363M11350	950 CESSNA DR
1363M33100	951 CESSNA DR
1363M04500	970 CESSNA DR
1363M34670	971 CESSNA DR
1363M26700	980 CESSNA DR
1363M00015	981 CESSNA DR
1363M18425	990 CESSNA DR
1363M25650	991 CESSNA DR
1363M27850	1390 CHAMPION DR
1363M27500	1400 CHAMPION DR
1363M05100	1401 CHAMPION DR
1363M27600	1420 CHAMPION DR
1363M17300	1421 CHAMPION DR
1363M03900	1430 CHAMPION DR
1363M31475	1431 CHAMPION DR
1363M08500	1450 CHAMPION DR
1363M34880	1451 CHAMPION DR
1363M21200	1471 CHAMPION DR
1363M21405	1481 CHAMPION DR

<b><u>Parcel ID</u></b>	<b><u>Site Address</u></b>
323023240008	1200 FOSS RD
323023230002	1200 FOSS RD
1363M06430	1000 MOONEY DR
1363M16050	1001 MOONEY DR
1363M19000	1020 MOONEY DR
1363M24200	1021 MOONEY DR
1363M14825	1030 MOONEY DR
1363M14960	1031 MOONEY DR
1363M16700	1050 MOONEY DR
1363M17825	1051 MOONEY DR
1363M37200	1070 MOONEY DR
1363M00047	1071 MOONEY DR
1363M18375	1080 MOONEY DR
1363M29300	1081 MOONEY DR
1363M31800	1090 MOONEY DR
1363M03325	1091 MOONEY DR
1363M21100	1100 MOONEY DR
1363M36700	1101 MOONEY DR
1363M26200	1120 MOONEY DR
1363M30400	1121 MOONEY DR
1363M33775	1130 MOONEY DR
1363M35500	1131 MOONEY DR
1363M12940	1150 MOONEY DR
1363M28850	1151 MOONEY DR
1363M35300	1170 MOONEY DR
1363M21300	1171 MOONEY DR
1363M00033	1400 MOONEY DR
1363M33225	1401 MOONEY DR
1363M15175	1420 MOONEY DR
1363M22485	1421 MOONEY DR
1363M50000	1430 MOONEY DR
1363M22500	1431 MOONEY DR
1363M34615	1450 MOONEY DR
1363M02200	1451 MOONEY DR
1363M09400	1470 MOONEY DR
1363M16850	1471 MOONEY DR
1363M00200	1480 MOONEY DR
1363M33400	1481 MOONEY DR
1363M33900	1490 MOONEY DR
1363M00034	1491 MOONEY DR

<b><u>Parcel ID</u></b>	<b><u>Site Address</u></b>
1363M14900	1500 MOONEY DR
1363M05000	1501 MOONEY DR
1363M18840	1521 MOONEY DR
1363M19650	1531 MOONEY DR
1363M10400	880 MOONEY DR
1363M18500	881 MOONEY DR
1363M06600	890 MOONEY DR
1363M31400	891 MOONEY DR
1363M04430	900 MOONEY DR
1363M28400	901 MOONEY DR
1363M24900	920 MOONEY DR
1363M25100	921 MOONEY DR
1363M00032	930 MOONEY DR
1363M34700	931 MOONEY DR
1363M12400	950 MOONEY DR
1363M14200	951 MOONEY DR
1363M17725	970 MOONEY DR
1363M34285	971 MOONEY DR
1363M03700	980 MOONEY DR
1363M26550	981 MOONEY DR
1363M25025	990 MOONEY DR
1363M09600	991 MOONEY DR
1363M11050	1000 PIPER DR
1363M33000	1001 PIPER DR
1363M35050	1020 PIPER DR
1363M18200	1021 PIPER DR
1363M32700	1030 PIPER DR
1363M00001	1031 PIPER DR
1363M30525	1050 PIPER DR
1363M18550	1051 PIPER DR
1363M14950	1070 PIPER DR
1363M19770	1071 PIPER DR
1363M36900	1080 PIPER DR
1363M16600	1081 PIPER DR
1363M02400	1090 PIPER DR
1363M06675	1091 PIPER DR
1363M13301	1100 PIPER DR
1363M32180	1101 PIPER DR
1363M29200	1120 PIPER DR
1363M22600	1121 PIPER DR

<b><u>Parcel ID</u></b>	<b><u>Site Address</u></b>
1363M35705	1130 PIPER DR
1363M24025	1131 PIPER DR
1363M00037	1150 PIPER DR
1363M00038	1151 PIPER DR
1363M00039	1170 PIPER DR
1363M18760	1171 PIPER DR
1363M23800	1180 PIPER DR
1363M04800	1181 PIPER DR
1363M31465	1221 PIPER DR
1363M20500	1231 PIPER DR
1363M14740	1251 PIPER DR
1363M10550	1271 PIPER DR
1363M23300	1281 PIPER DR
1363M28825	1291 PIPER DR
1363M12975	1301 PIPER DR
1363M00040	1321 PIPER DR
1363M00041	1331 PIPER DR
1363M00042	1351 PIPER DR
1363M14990	1371 PIPER DR
1363M32000	1380 PIPER DR
1363M34900	1381 PIPER DR
1363M28600	1390 PIPER DR
1363M16430	1391 PIPER DR
1363M00050	1400 PIPER DR
1363M23100	1401 PIPER DR
1363M34300	1420 PIPER DR
1363M34070	1421 PIPER DR
1363M24198	1430 PIPER DR
1363M00044	1431 PIPER DR
1363M01800	1450 PIPER DR
1363M15000	1451 PIPER DR
1363M00045	1470 PIPER DR
1363M17880	1471 PIPER DR
1363M26000	1480 PIPER DR
1363M04450	1481 PIPER DR
1363M25900	1490 PIPER DR
1363M34875	1491 PIPER DR
1363M19825	1500 PIPER DR
1363M00046	1501 PIPER DR
1363M30500	1520 PIPER DR

<u><b>Parcel ID</b></u>	<u><b>Site Address</b></u>
1363M30300	1521 PIPER DR
1363M27775	1530 PIPER DR
1363M16680	1531 PIPER DR
1363M23600	1551 PIPER DR
1363M36550	1571 PIPER DR
1363M16470	1581 PIPER DR
1363M11330	880 PIPER DR
1363M07800	881 PIPER DR
1363M06300	890 PIPER DR
1363M08150	891 PIPER DR
1363M00035	900 PIPER DR
1363M18650	901 PIPER DR
1363M16300	920 PIPER DR
1363M25400	921 PIPER DR
1363M33600	930 PIPER DR
1363M00700	931 PIPER DR
1363M27700	950 PIPER DR
1363M15500	951 PIPER DR
1363M08480	970 PIPER DR
1363M19350	971 PIPER DR
1363M32993	980 PIPER DR
1363M19940	981 PIPER DR
1363M05701	990 PIPER DR
1363M00036	991 PIPER DR

20 **SECTION 2.** Pursuant to Chapter 8, Article 3 of the New Brighton City Zoning Ordinance, and as illustrated in  
21 **Exhibit B**, the official zoning map for the City of New Brighton is hereby amended to rezone the  
22 following properties from **R-2 to MHC**:

<u><b>Parcel ID</b></u>	<u><b>Site Address</b></u>
1463M12200	201 MEHIGAN ST NW
1463M00001	204 MEHIGAN ST NW
1463M13775	207 MEHIGAN ST NW
1463M36360	208 MEHIGAN ST NW
1463M08100	209 MEHIGAN ST NW
1463M00003	210 MEHIGAN ST NW
1463M15120	211 MEHIGAN ST NW
1463M34250	212 MEHIGAN ST NW
1463M11000	213 MEHIGAN ST NW

<b><u>Parcel ID</u></b>	<b><u>Site Address</u></b>
1463M77489	214 MEHIGAN ST NW
1463M12690	216 MEHIGAN ST NW
1463M36250	217 MEHIGAN ST NW
1463M23750	218 MEHIGAN ST NW
1463M23275	219 MEHIGAN ST NW
1463M77490	301 MEHIGAN ST NW
1463M70001	304 MEHIGAN ST NW
1463M14850	307 MEHIGAN ST NW
1463M04525	308 MEHIGAN ST NW
1463M27750	309 MEHIGAN ST NW
1463M36000	310 MEHIGAN ST NW
1463M22800	311 MEHIGAN ST NW
1463M70003	312 MEHIGAN ST NW
1463M70004	313 MEHIGAN ST NW
1463M00005	314 MEHIGAN ST NW
1463M70005	324 MEHIGAN ST NW
1463M00006	325 MEHIGAN ST NW
1463M12600	326 MEHIGAN ST NW
1463M00011	101 MORRIS ST NW
1463M00900	104 MORRIS ST NW
1463M12800	107 MORRIS ST NW
1463M70006	109 MORRIS ST NW
1463M70007	110 MORRIS ST NW
1463M24300	111 MORRIS ST NW
1463M12650	112 MORRIS ST NW
1463M01150	113 MORRIS ST NW
1463M14500	114 MORRIS ST NW
1463M15900	115 MORRIS ST NW
1463M03000	116 MORRIS ST NW
1463M08975	117 MORRIS ST NW
1463M00007	118 MORRIS ST NW
1463M26500	119 MORRIS ST NW
1463M06900	120 MORRIS ST NW
1463M13500	121 MORRIS ST NW
1463M14100	122 MORRIS ST NW
1463M22950	123 MORRIS ST NW
1463M14720	124 MORRIS ST NW
1463M13625	125 MORRIS ST NW
1463M12350	130 MORRIS ST NW
1463M09000	131 MORRIS ST NW

<u><b>Parcel ID</b></u>	<u><b>Site Address</b></u>
1463M21120	132 MORRIS ST NW
1463M11100	133 MORRIS ST NW
1463M03127	134 MORRIS ST NW
1463M01000	135 MORRIS ST NW
1463M23900	136 MORRIS ST NW
293023310044	390 OLD HIGHWAY 8 NW
1463M00008	401 TRUE ST NW
1463M17800	404 TRUE ST NW
1463M70008	407 TRUE ST NW
1463M70009	408 TRUE ST NW
1463M19300	409 TRUE ST NW
1463M12900	410 TRUE ST NW
1463M13350	411 TRUE ST NW
1463M01700	412 TRUE ST NW
1463M21195	413 TRUE ST NW
1463M20000	414 TRUE ST NW
1463M03450	415 TRUE ST NW
1463M04650	416 TRUE ST NW
1463M25810	417 TRUE ST NW
1463M70010	418 TRUE ST NW
1463M77491	419 TRUE ST NW
1463M00009	420 TRUE ST NW
1463M05400	421 TRUE ST NW
1463M19777	422 TRUE ST NW
1463M36500	423 TRUE ST NW
1463M11700	424 TRUE ST NW
1463M03695	425 TRUE ST NW
1463M13340	429 TRUE ST NW
1463M70011	430 TRUE ST NW
1463M77492	431 TRUE ST NW
1463M22490	432 TRUE ST NW
1463M27000	433 TRUE ST NW
1463M07600	501 TRUE ST NW
1463M05475	502 TRUE ST NW
1463M70012	503 TRUE ST NW
1463M16250	504 TRUE ST NW
1463M00250	505 TRUE ST NW
1463M14700	506 TRUE ST NW
1463M04550	507 1/2 TRUE ST NW
1463M31500	507 TRUE ST NW



<u>Parcel ID</u>	<u>Site Address</u>
1463M00010	508 TRUE ST NW
1463M34200	509 TRUE ST NW
1463M23200	510 TRUE ST NW
1463M35000	511 TRUE ST NW
1463M05800	512 TRUE ST NW
1463M10950	513 TRUE ST NW
1463M32400	514 TRUE ST NW
1463M36600	515 TRUE ST NW
1463M33200	516 TRUE ST NW
1463M16450	517 TRUE ST NW
1463M17600	518 TRUE ST NW
1463M14940	519 TRUE ST NW
1463M24195	520 TRUE ST NW
1463M16900	521 TRUE ST NW
1463M01760	522 TRUE ST NW
1463M22200	523 TRUE ST NW
1463M23225	524 TRUE ST NW
1463M08600	525 TRUE ST NW
1463M32800	526 TRUE ST NW
1463M08200	527 TRUE ST NW
1463M77493	528 TRUE ST NW
1463M34635	529 TRUE ST NW
1463M29800	530 TRUE ST NW
1463M36400	531 TRUE ST NW
1463M05300	532 TRUE ST NW
1463M77494	533 TRUE ST NW
1463M31900	534 TRUE ST NW
1463M13215	535 TRUE ST NW
1463M33650	536 TRUE ST NW
1463M15950	537 TRUE ST NW

23 **SECTION 3.** Chapter 16 of the Code of Ordinances of the City of New Brighton, Minnesota, is hereby  
24 amended as follows:

25 ARTICLE 1. GENERAL CONDITIONS shall be restated and remain unchanged

26 ARTICLE 2. MANUFACTURED HOME PARKS

27 Divisions 1 & 2 shall be restated and remain unchanged.

Division 3. Site Requirements

Section 16-39 Drainage shall be restated and remain unchanged.

**Sec. 16-40. Minimum Area and Maximum Density.**

~~The size of a manufactured home park base lot shall determine the maximum number of manufactured homes that can be placed within the park. Steps to make this determination are as follows:~~

- ~~a) At least two percent of the proposed base lot shall be devoted to a recreation area which must be established, constructed, and maintained for the benefit of the manufactured home park residents. This recreation area shall be excluded from land eligible for manufactured homes.~~
- ~~b) The location(s) for an on-site community storm shelter shall be identified along with locations for on-site management facilities (if proposed). All land within 10 feet of such facilities shall be excluded from land eligible for manufactured homes.~~
- ~~c) For every 3,600 square feet of land available after establishment of the required recreation area, storm shelters, and on-site management facilities; one manufactured home may be located within the newly proposed park or park expansion area.~~

**(1) Minimum Area**

- a) All new manufactured home parks shall be large enough to accommodate a minimum of two (2) manufactured homes after required land set asides for recreation, an on-site storm shelter, storage, and other facilities serving the park.
- b) Expansion areas for existing manufactured home parks can be any size provided the minimum recreation area has been maintained since establishment of the original park, and adequate storm shelter facilities are provided for all existing and proposed units. If minimum standards for either recreation area or storm shelters are not being met by the original park, any expansion area shall be devoted to addressing existing park deficiencies before being utilized for new units.

**(2) Maximum Density and Unit Count in New Parks**

- a) The maximum density within a new manufactured home park shall be based on the net base lot area after the following deductions:
  - i. First, all non-buildable areas such as open water, wetlands, and any other areas prohibited from building by code shall be removed.

ii. With non-buildable areas removed, at least two percent of the remaining base lot shall then be devoted to a recreation area which must be established, constructed, and maintained for the benefit of the manufactured home park residents. This recreation area shall be excluded from land eligible for manufactured homes.

iii. Next, the location(s) for required and optional community facilities shall be identified and excluded from the land area eligible for manufactured homes. These areas shall include but are not limited to the required on-site community storm shelter, on-site management facilities, storage areas, and other amenities serving the proposed community. All land within 10 feet of such facilities shall also be excluded from land eligible for manufactured homes.

iv. Finally, all areas for private roads shall be excluded from land eligible for manufactured homes.

b) For every 3,600 square feet of land available after removal of land in accordance with subsections (a) above, one manufactured home dwelling unit may be located within the newly proposed park provided the following initial spacing can be met between structures:

i. Long sides of two adjacent manufactured homes shall not be closer than 25 feet.

ii. Short sides of two adjacent manufactured homes shall not be closer than 10 feet.

iii. A long side of one home may be 10 feet to the short side of an adjacent home

iv. All sides of homes shall be 30 feet from adjacent public rights-of-way.

v. All sides of homes shall be 30 feet from all adjacent residentially zoned property having a different zoning classification than the manufactured home park.

vi. All sides of homes shall be 5 feet from all adjacent commercial or industrial zoned property.

### **(3) Maximum Density and Unit Count in Expansion Areas of Existing Parks**

a) The maximum density within an expansion area to an existing manufactured home park shall be based on the net expansion area after removal of all land as may be needed to accommodate the minimum recreation area and storm shelter needs for the proposed new park boundaries as a whole. Minimum recreation space shall be 2% of the total net base lot area after removal of open water, wetlands, and any other areas prohibited from building by code. Adequate storm shelter space shall be based upon MN Department of Health guidelines for the new park boundary as a whole

b) For every 3,600 square feet of expansion land available after removal of land in accordance with subsections (a) above, one manufactured home dwelling unit may be located within the newly proposed expansion area provided the following initial spacing can be met between structures:

i. Long sides of two adjacent manufactured homes shall not be closer than 25 feet.

ii. Short sides of two adjacent manufactured homes shall not be closer than 10 feet.

iii. A long side of one home may be 10 feet to the short side of an adjacent home

iv. All sides of homes shall be 30 feet from adjacent public rights-of-way.

v. All sides of homes shall be 30 feet from all adjacent residentially zoned property having a different zoning classification than the manufactured home park.

vi. All sides of homes shall be 5 feet from all adjacent commercial or industrial zoned property..

Sections 16-41 through 16-71 shall be restated and remain unchanged.

ARTICLE 3. ACTIVITIES OUTSIDE OF A MANUFACTURED HOME PARK shall be restated and remain unchanged

**SECTION 3. Effective Date**

This ordinance shall take effect upon its adoption by the City Council, its publication in the City's official newspaper.

ADOPTED this 25<sup>th</sup> day of May 2021, by the New Brighton City Council with a vote of \_\_\_ ayes and \_\_\_ nays.

\_\_\_\_\_  
Kari Niedfeldt-Thomas, Mayor

\_\_\_\_\_  
Devin Massopust, City Manager

110

ATTEST:

111

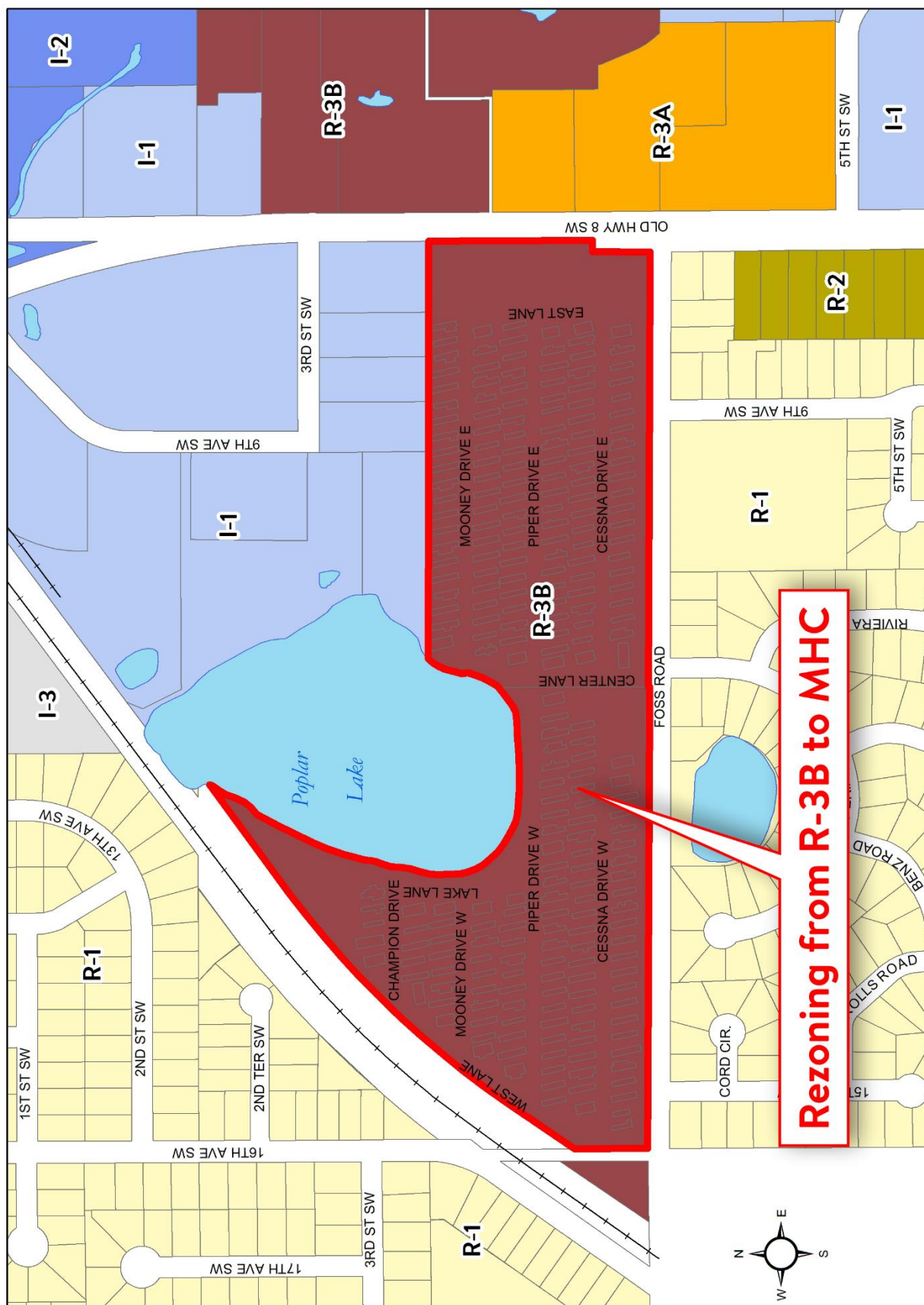
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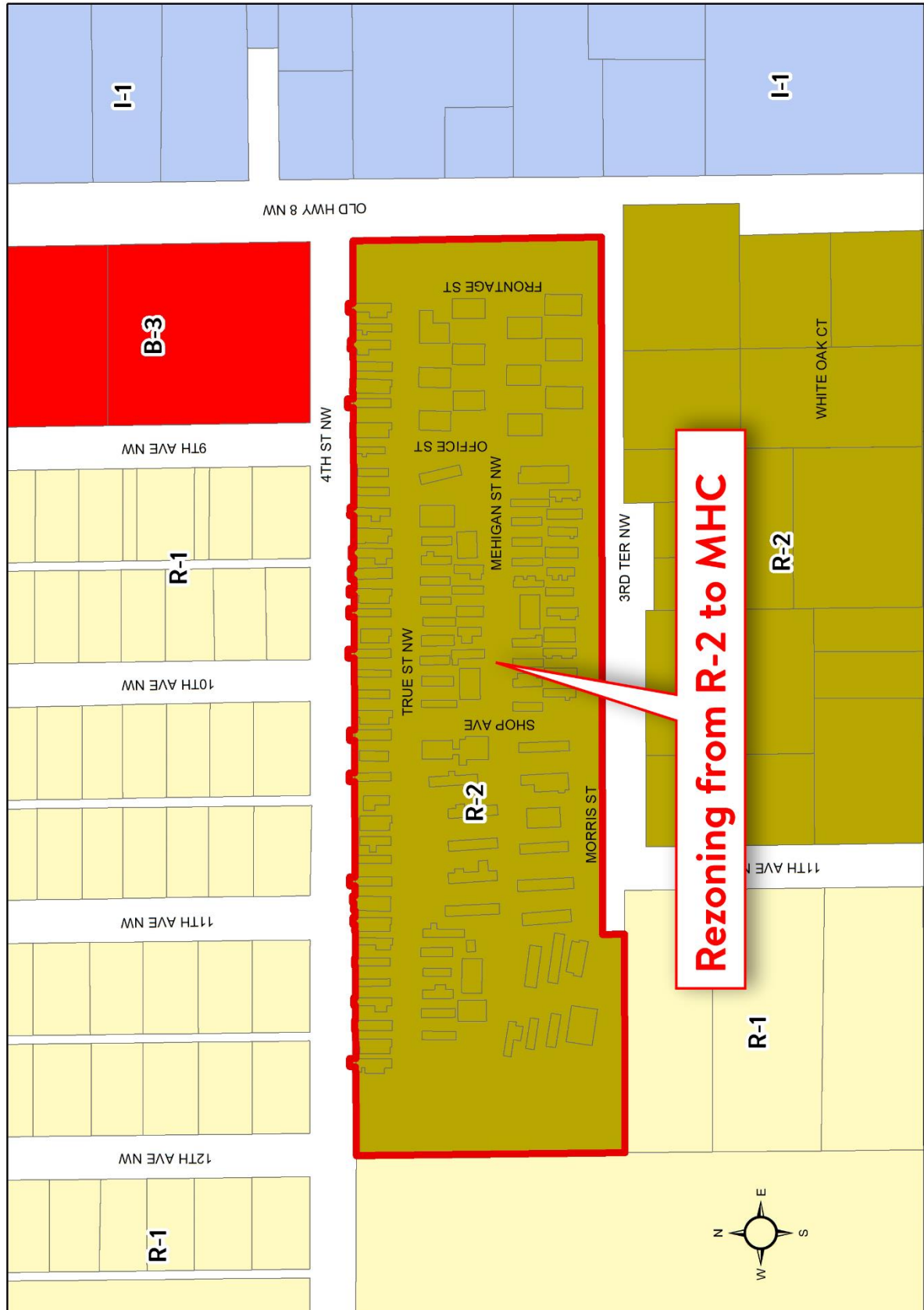
Terri Spangrud, City Clerk

113

**ORD 884 EXHIBIT A: REZONING LAKESIDE MANUFACTURED HOME PARK FROM R-3B TO MHC**



ORD 884 EXHIBIT B: REZONING OAK GROVE MANUFACTURED HOME PARK FROM R-2 TO MHC









# City Council Meeting 5-25-21



**Ordinance 884:  
Manufactured Home Park  
Regulations and Rezoning of  
Lakeside & Oak Grove**

**5/18/21**



## Origin of Ordinances 881 & 884

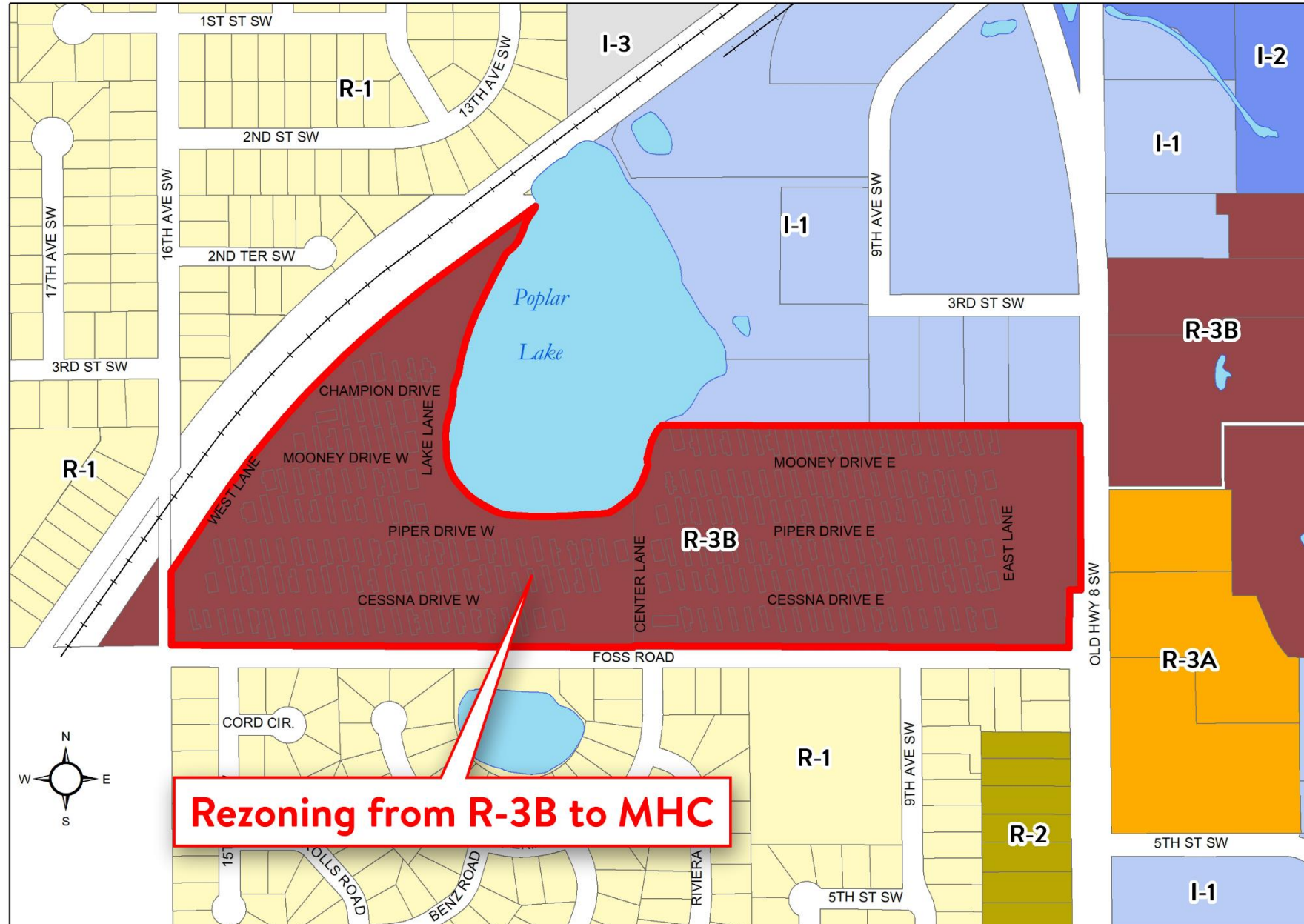
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- Both ordinances are needed to overcome serious existing code problems and long-standing zoning issues
- Not approving Ord 884 will mean many activities in our manufactured home parks can only move forward if authorized by variance
- Approval restores the permit application & review process that's been used for decades

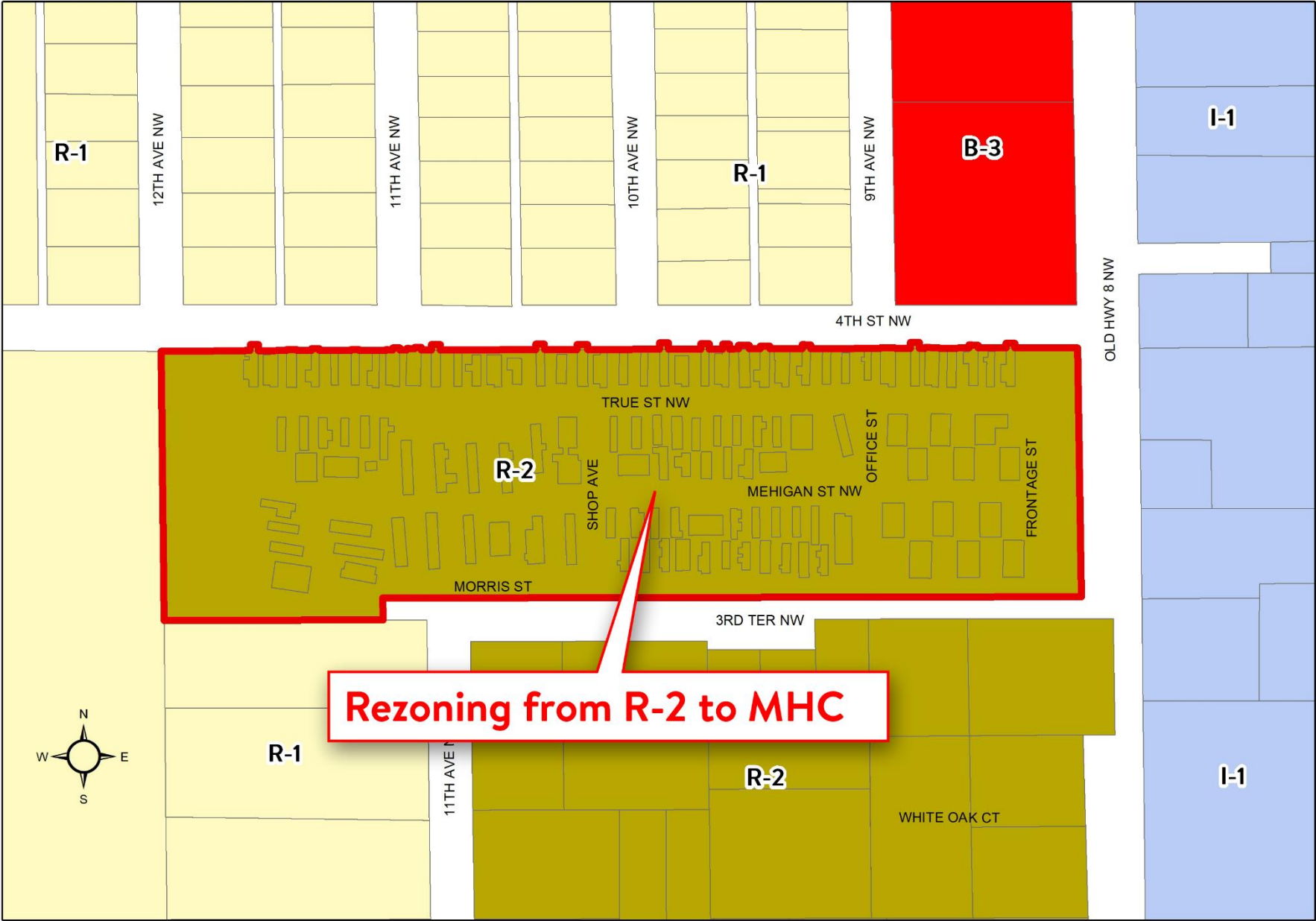


# ORD 884 EXHIBIT A: REZONING LAKESIDE MANUFACTURED HOME PARK FROM R-3B TO MHC



**Rezoning from R-3B to MHC**

ORD 884 EXHIBIT B: REZONING OAK GROVE MANUFACTURED HOME PARK FROM R-2 TO MHC



## Proposed Updates to Chapter 16

---



- Chapter 16 updates meant to ensure that **NEW** parks or expansion areas meet desired initial standards
- Is the resulting density appropriate? Will initial spacing allow for changes over time?
- How would one of our parks look if it were just being developed today?







**Land  
Available for  
Manufactured  
Homes:**

**45.65 acres**





**Land  
Available for  
Manufactured  
Homes:  
  
45.65 acres**





**Land  
Available for  
Manufactured  
Homes:**

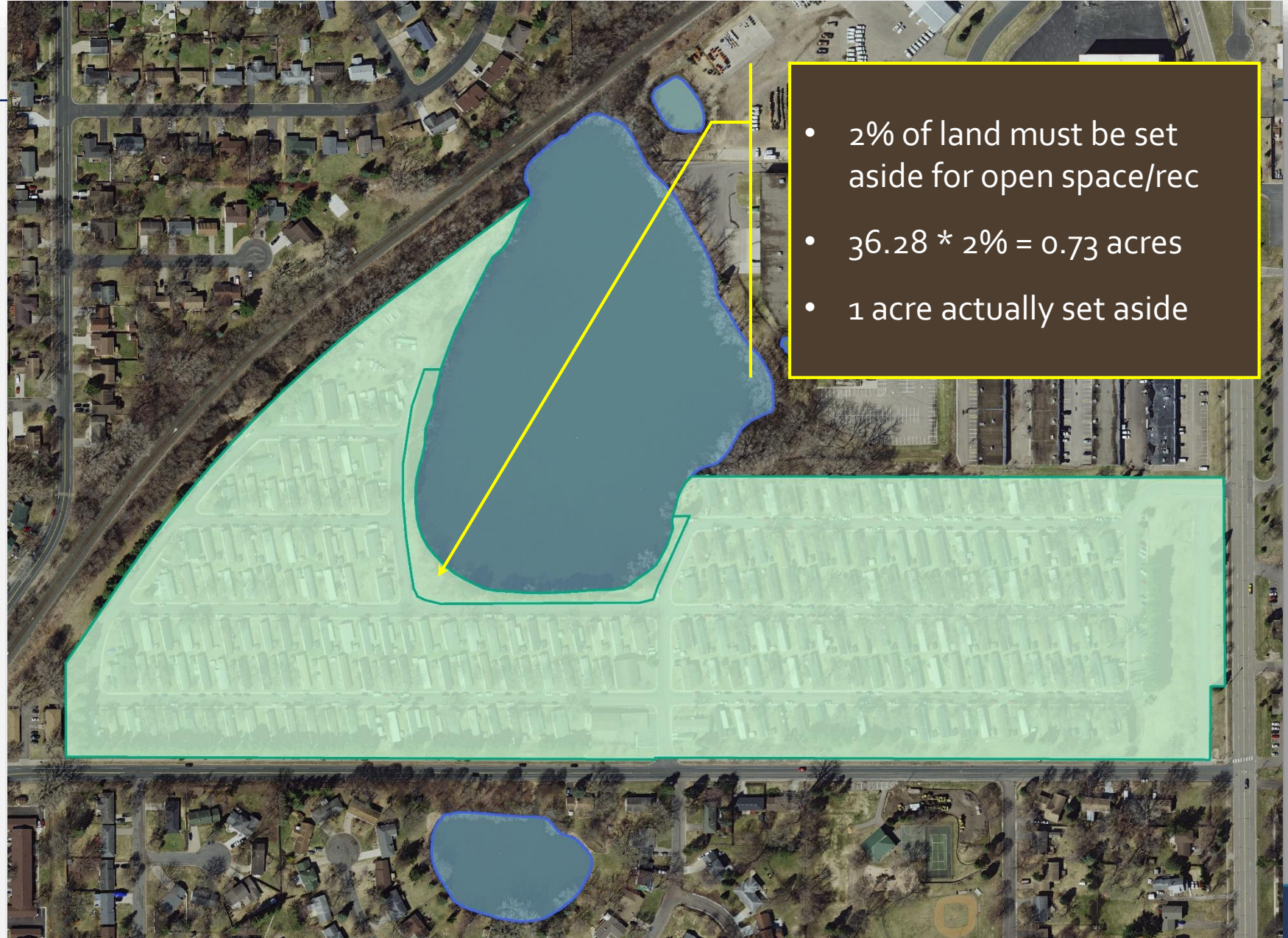
**36.28 acres**





# Land Available for Manufactured Homes:

36.28 acres





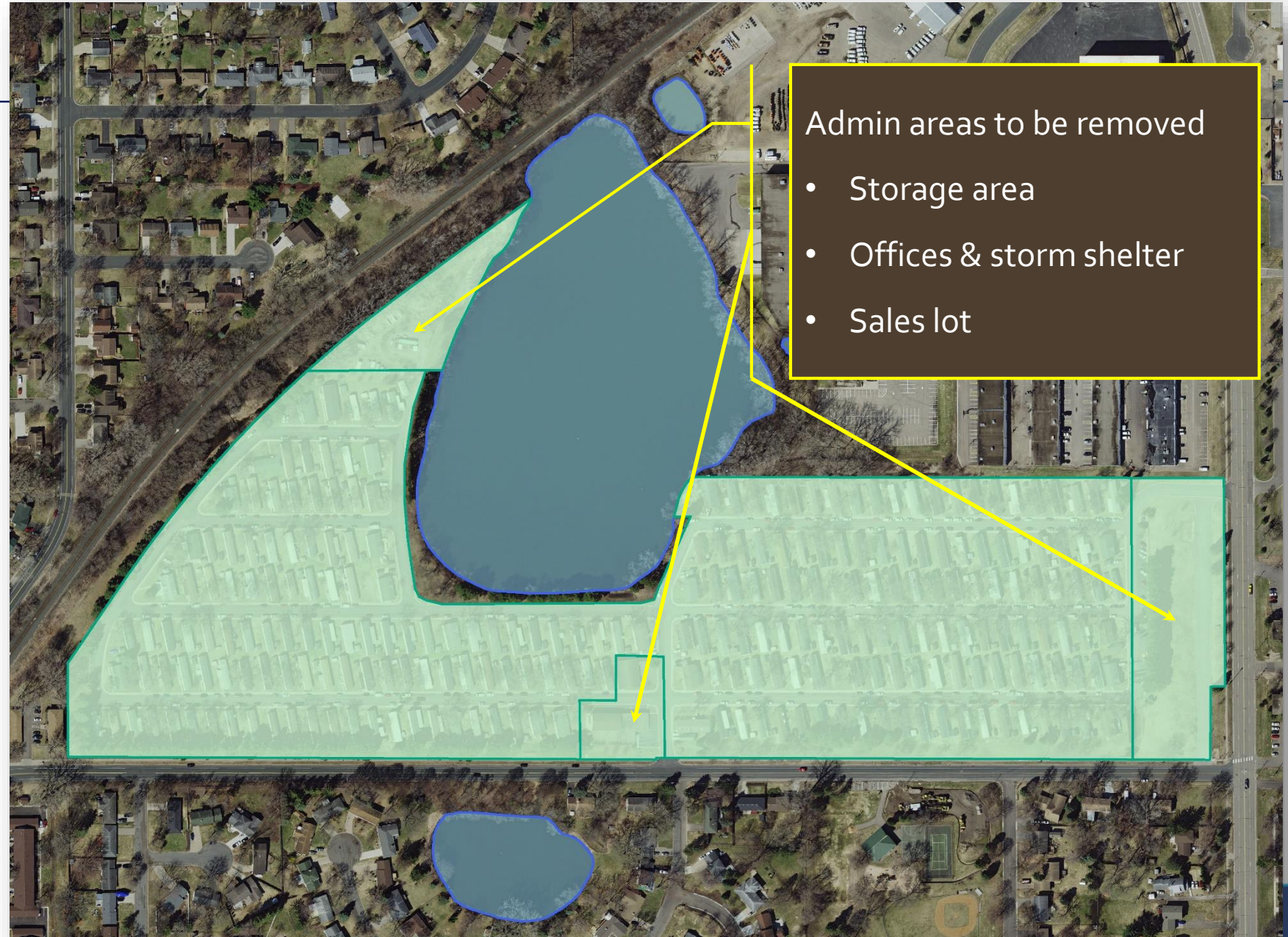
**Land  
Available for  
Manufactured  
Homes:**

**35.28 acres**





**Land  
Available for  
Manufactured  
Homes:  
  
35.28 acres**





Land  
Available for  
Manufactured  
Homes:

30.27 acres

14

SLIDE





**Land  
Available for  
Manufactured  
Homes:  
  
35.28 acres**





**Land  
Available for  
Manufactured  
Homes:**

**25.37 acres**

**16**

**SLIDE**





25.37 acres =  
1,105,117 sq ft

3600 sq ft  
required per unit

306 units allowed

245 actual units  
driven by extra  
spacing  
requirements to  
allow for unit  
improvements,  
areas for sheds,  
parking, etc.











28 Division 3. Site Requirements

29 Section 16-39 Drainage shall be restated and remain unchanged.

30 **Sec. 16-40. Minimum Area and Maximum Density.**

31 ~~The size of a manufactured home park base lot shall determine the maximum number of manufactured~~  
32 ~~homes that can be placed within the park. Steps to make this determination are as follows:~~

33 ~~a) At least two percent of the proposed base lot shall be devoted to a recreation area which must be~~  
34 ~~established, constructed, and maintained for the benefit of the manufactured home park residents.~~  
35 ~~This recreation area shall be excluded from land eligible for manufactured homes.~~

36 ~~b) The location(s) for an on-site community storm shelter shall be identified along with locations for~~  
37 ~~on-site management facilities (if proposed). All land within 10 feet of such facilities shall be~~  
38 ~~excluded from land eligible for manufactured homes.~~

39 ~~c) For every 3,600 square feet of land available after establishment of the required recreation area,~~  
40 ~~storm shelters, and on-site management facilities, one manufactured home may be located within~~  
41 ~~the newly proposed park or park expansion area.~~

42 **(1) Minimum Area**

43 → a) All new manufactured home parks shall be large enough to accommodate a minimum of two (2)  
44 manufactured homes after required land set asides for recreation, an on-site storm shelter,  
45 storage, and other facilities serving the park.

46 b) Expansion areas for existing manufactured home parks can be any size provided the minimum  
47 recreation area has been maintained since establishment of the original park, and adequate  
48 storm shelter facilities are provided for all existing and proposed units. If minimum standards  
49 for either recreation area or storm shelters are not being met by the original park, any  
50 expansion area shall be devoted to addressing existing park deficiencies before being utilized for  
51 new units.

52 **(2) Maximum Density and Unit Count in New Parks**

53 a) The maximum density within a new manufactured home park shall be based on the net base lot  
54 area after the following deductions:

55 i. First, all non-buildable areas such as open water, wetlands, and any other areas prohibited  
56 from building by code shall be removed.

Matches Statutory  
Threshold

Existing deficiencies  
must be addressed  
prior to any new  
units being  
authorized

# Ord 880



Minimum area and  
enhanced spacing  
standards

- 57 ii. With non-buildable areas removed, at least two percent of the remaining base lot shall  
58 then be devoted to a recreation area which must be established, constructed, and  
59 maintained for the benefit of the manufactured home park residents. This recreation area  
60 shall be excluded from land eligible for manufactured homes.
- 61 iii. Next, the location(s) for required and optional community facilities shall be identified and  
62 excluded from the land area eligible for manufactured homes. These areas shall include  
63 but are not limited to the required on-site community storm shelter, on-site management  
64 facilities, storage areas, and other amenities serving the proposed community. All land  
65 within 10 feet of such facilities shall also be excluded from land eligible for manufactured  
66 homes.
- 67 iv. Finally, all areas for private roads shall be excluded from land eligible for manufactured  
68 homes.
- 69 b) For every 3,600 square feet of land available after removal of land in accordance with  
70 subsections (a) above, one manufactured home dwelling unit may be located within the newly  
71 proposed park provided the following initial spacing can be met between structures:
- 72 i. Long sides of two adjacent manufactured homes shall not be closer than 25 feet.
- 73 ii. Short sides of two adjacent manufactured homes shall not be closer than 10 feet.
- 74 iii. A long side of one home may be 10 feet to the short side of an adjacent home
- 75 iv. All sides of homes shall be 30 feet from adjacent public rights-of-way.
- 76 v. All sides of homes shall be 30 feet from all adjacent residentially zoned property having a  
77 different zoning classification than the manufactured home park.
- 78 vi. All sides of homes shall be 5 feet from all adjacent commercial or industrial zoned  
79 property.
- 80 (3) **Maximum Density and Unit Count in Expansion Areas of Existing Parks**
- 81 a) The maximum density within an expansion area to an existing manufactured home park shall be  
82 based on the net expansion area after removal of all land as may be needed to accommodate the  
83 minimum recreation area and storm shelter needs for the proposed new park boundaries as a  
84 whole. Minimum recreation space shall be 2% of the total net base lot area after removal of open  
85 water, wetlands, and any other areas prohibited from building by code. Adequate storm shelter  
86 space shall be based upon MN Department of Health guidelines for the new park boundary as a  
87 whole

# Ord 880



Same  
standards as  
new parks

- 88     b). For every 3,600 square feet of expansion land available after removal of land in accordance with  
89     subsections (a) above, one manufactured home dwelling unit may be located within the newly  
90     proposed expansion area provided the following initial spacing can be met between structures:
- 91     i. Long sides of two adjacent manufactured homes shall not be closer than 25 feet.  
92     ii. Short sides of two adjacent manufactured homes shall not be closer than 10 feet.  
93     iii. A long side of one home may be 10 feet to the short side of an adjacent home  
94     iv. All sides of homes shall be 30 feet from adjacent public rights-of-way.  
95     v. All sides of homes shall be 30 feet from all adjacent residentially zoned property having a  
96     different zoning classification than the manufactured home park.  
97     vi. All sides of homes shall be 5 feet from all adjacent commercial or industrial zoned property..
- 98     Sections 16-41 through 16-71 shall be restated and remain unchanged.
- 99     ARTICLE 3. ACTIVITIES OUTSIDE OF A MANUFACTURED HOME PARK shall be restated and  
100     remain unchanged
- 101     **SECTION 3. Effective Date**  
102     This ordinance shall take effect upon its adoption by the City Council, its publication in the City's  
103     official newspaper.  
104     ADOPTED this 25<sup>th</sup> day of May 2021, by the New Brighton City Council with a vote of \_\_\_ ayes  
105     and \_\_\_ nays.

106     \_\_\_\_\_  
107     Kari Niedfeldt-Thomas, Mayor

108     \_\_\_\_\_  
109     Devin Massopust, City Manager



# Lakeside 2020



## Lakeside 1953





## Lakeside 1974





## Lakeside 1985

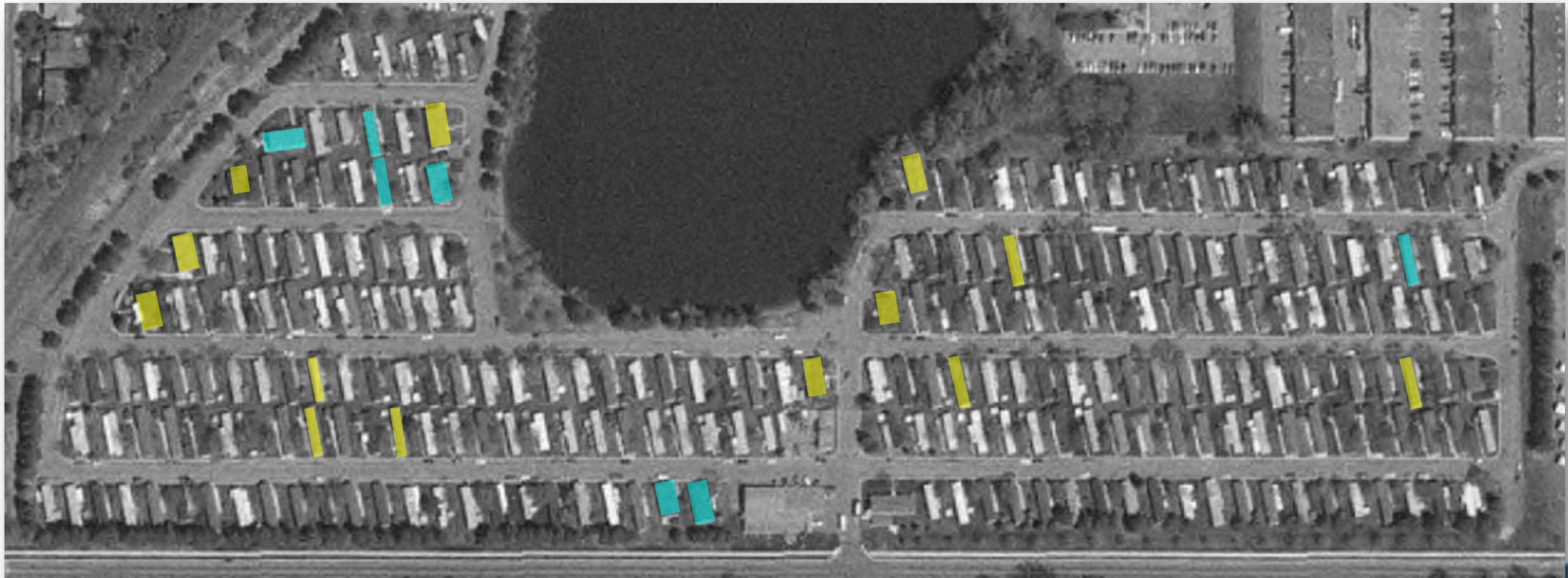


# Lakeside 1998

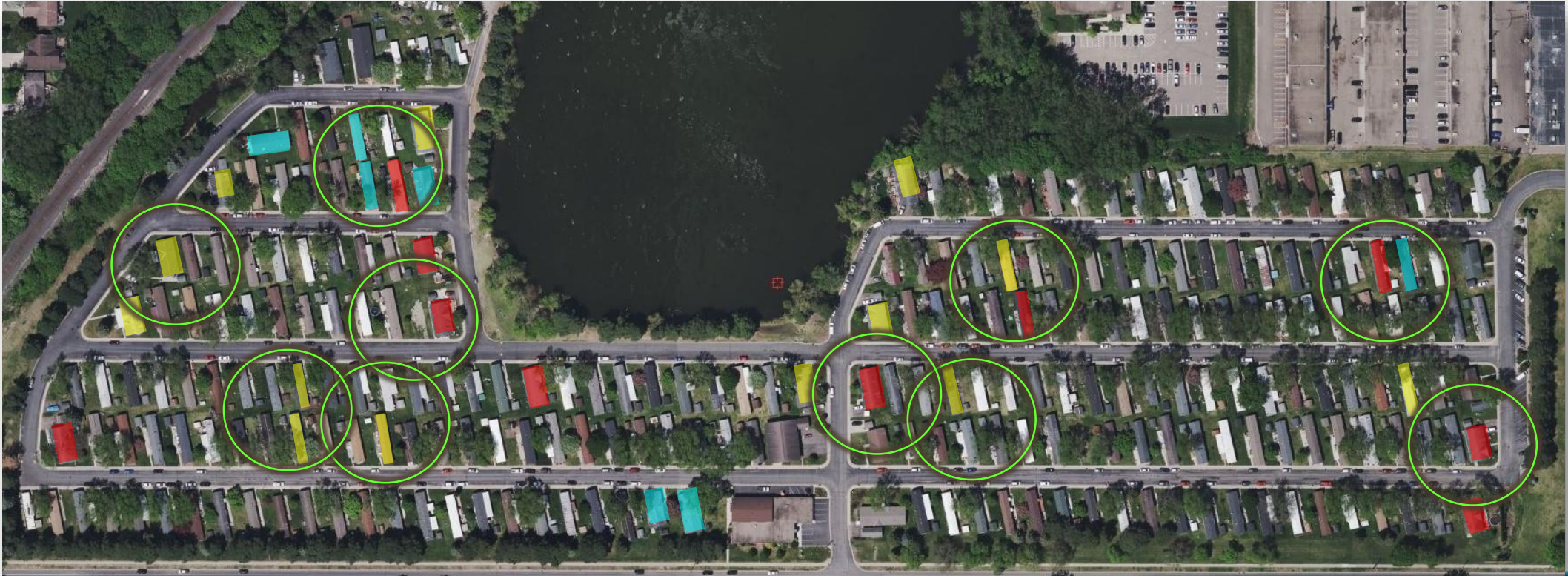




# Lakeside 2000

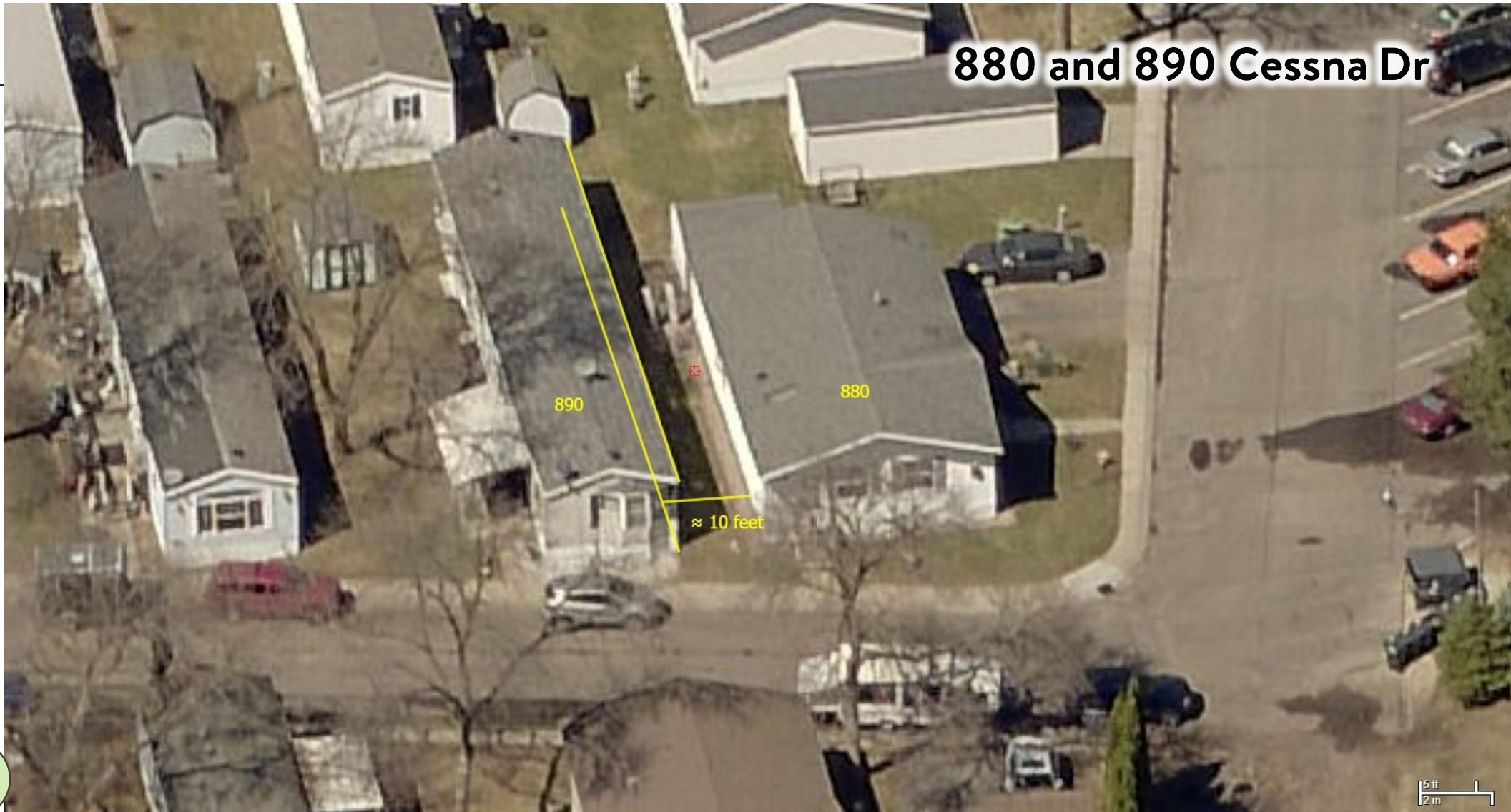


# Lakeside 2015





# 880 and 890 Cessna Dr



## 920 Cessna Dr and 901 Piper Dr

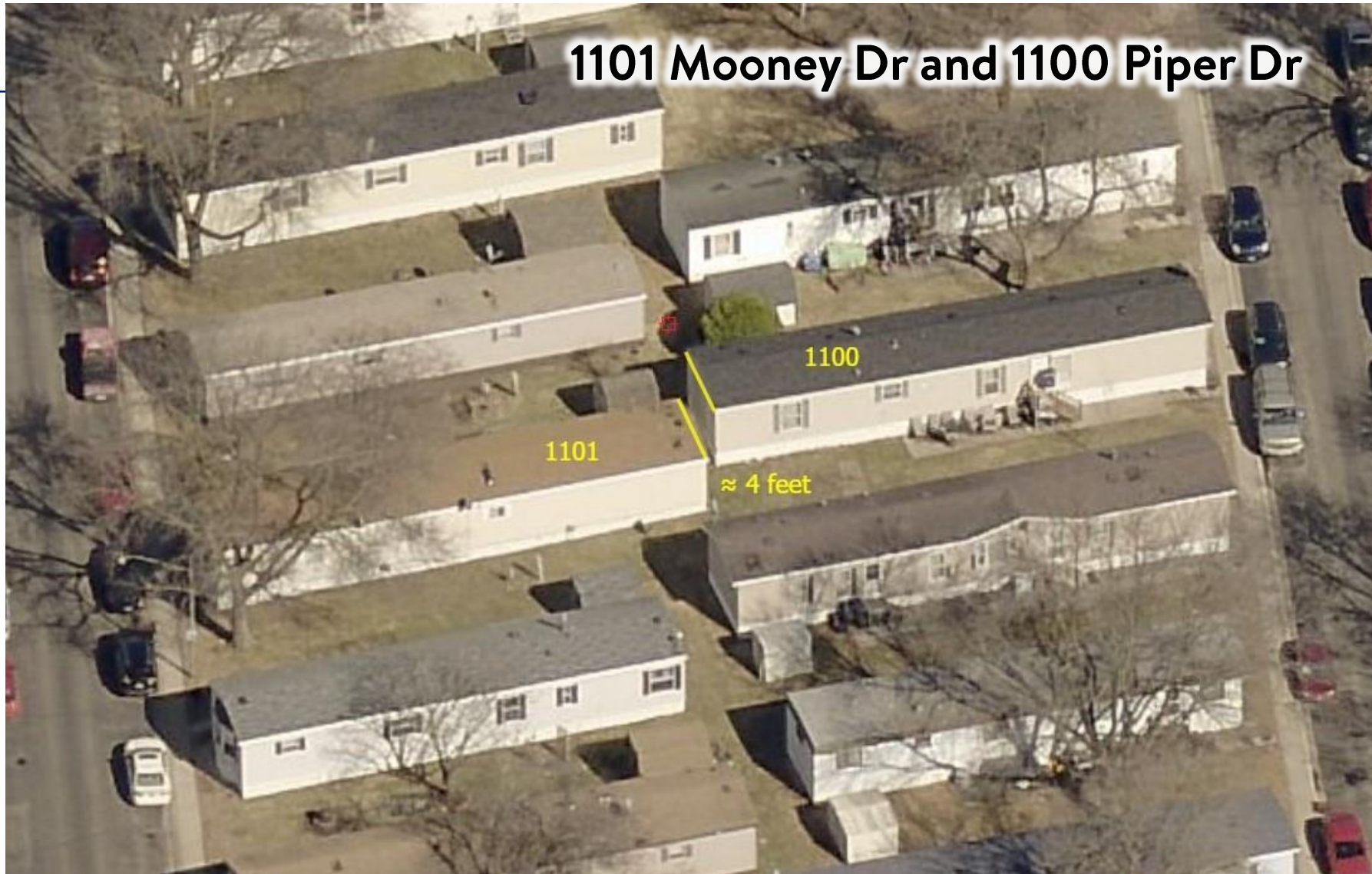




# 921 Mooney Dr and 920 Piper Dr



## 1101 Mooney Dr and 1100 Piper Dr





Click text location.

# 1120 Cessna Dr and 1121 Piper Dr



# 1171 and 1181 Piper Dr





# 1380 to 1400 Piper Dr (2008)



# 1380 to 1400 Piper Dr (2020)





# 1421 Piper Dr and 1430 Cessna Dr





# 1421/1431 Champion and 1420/1430 Mooney Dr







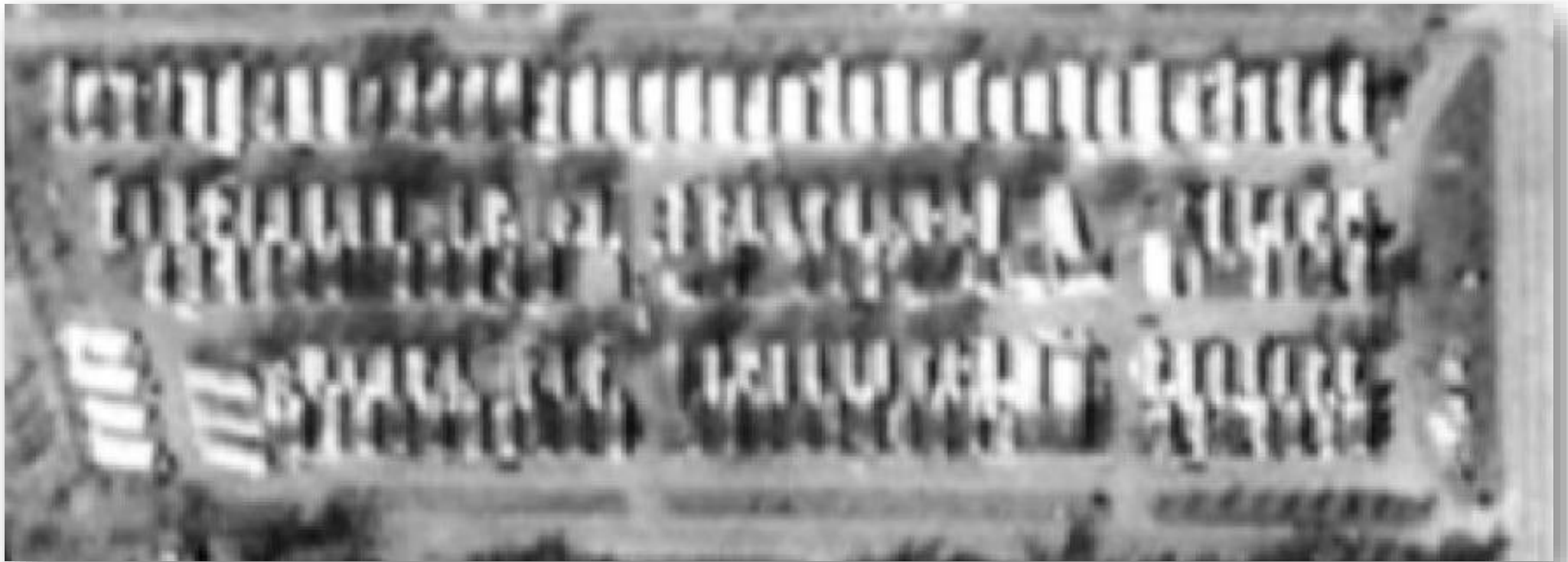
# 1521 and 1531 Mooney Dr



## Oak Grove 1953



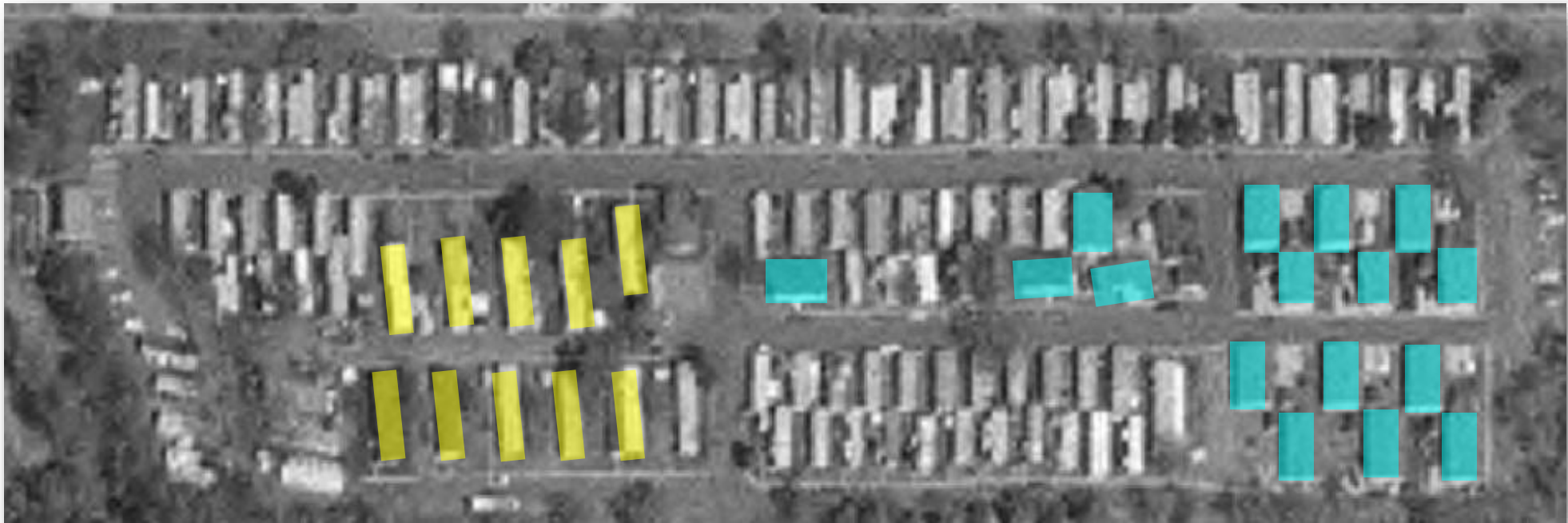




## Oak Grove 1985



## Oak Grove 2000



44

SLIDE

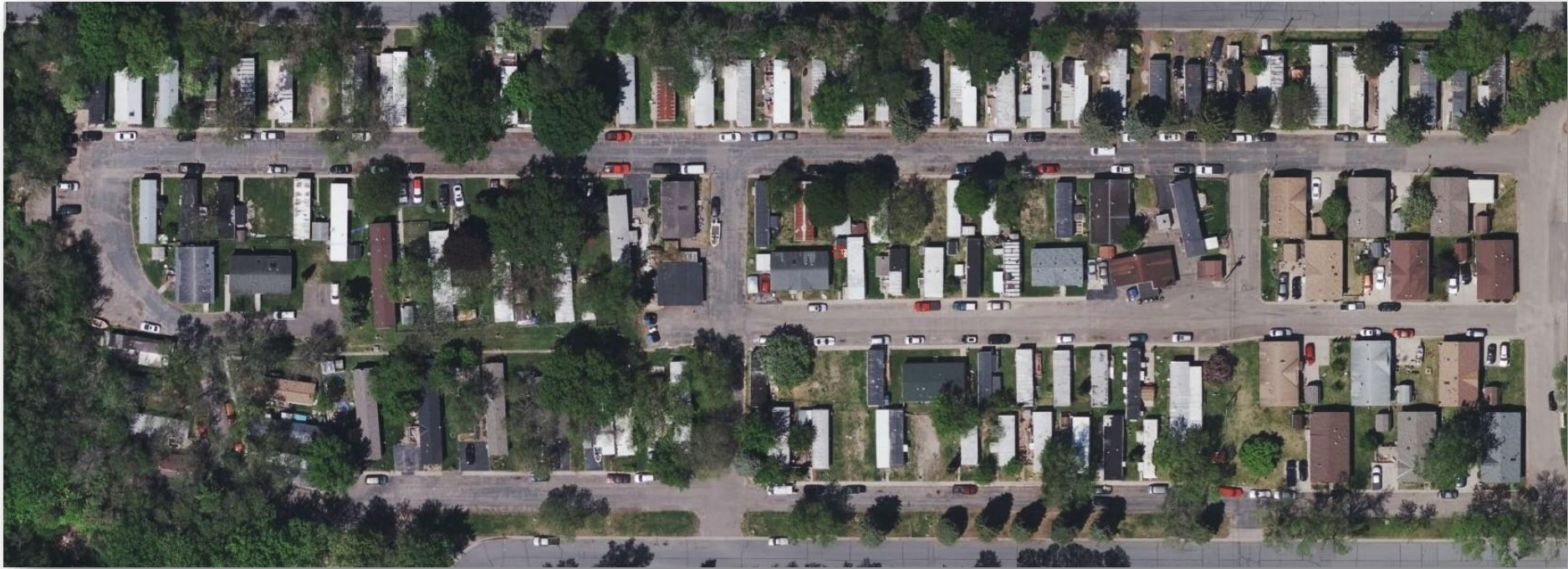


# Oak Grove 2015

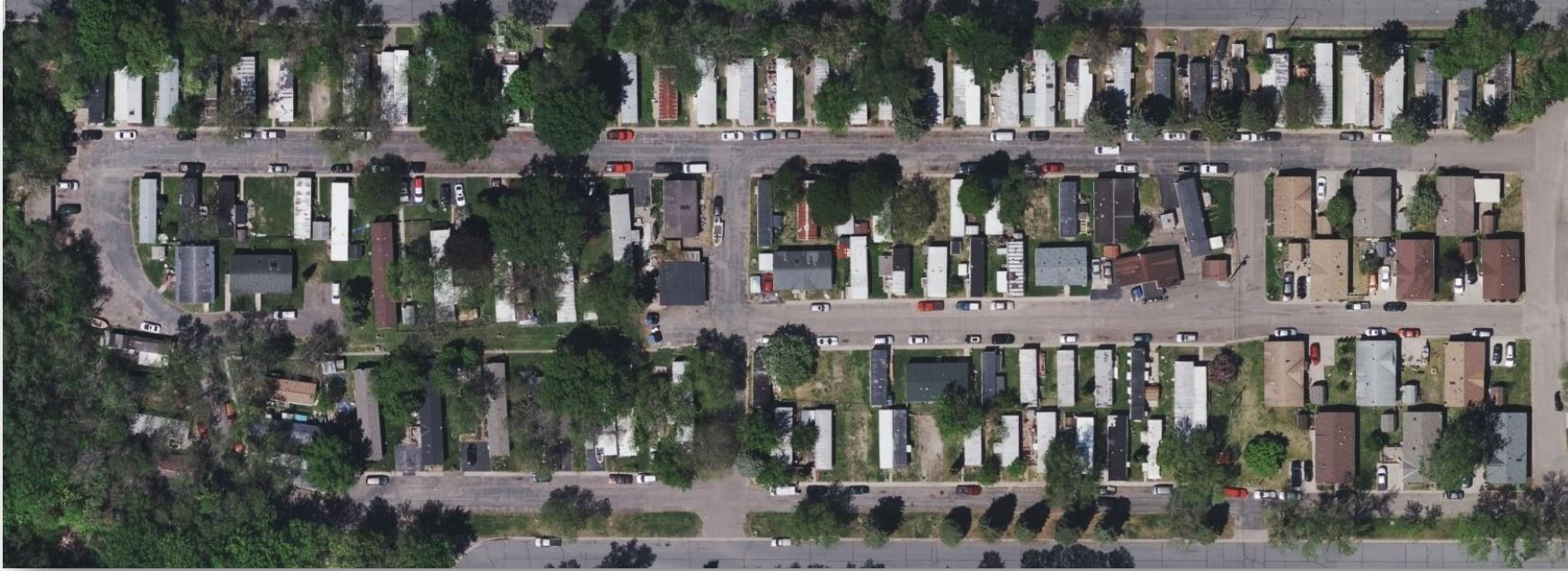




# Oak Grove 2020

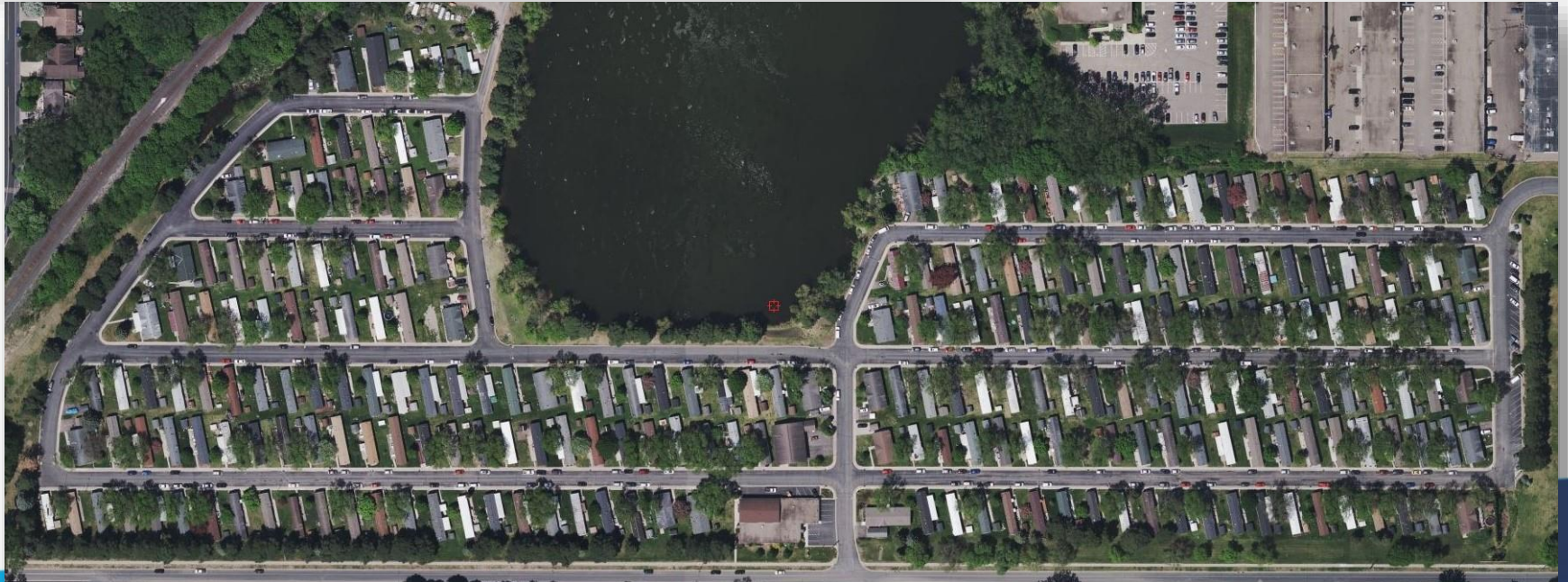






Oak Grove 2020

Lakeside 2020





# Lakeside 2020



# PUBLIC HEARING Feedback



TIMER

- Two speakers provided comment on the Ordinance
- One resident in Lakeside believes enhanced setbacks have been enforced by the City. Is concerned residents will lose their yards due to these changes.
- The manager for Lakeside spoke to the park's desire to maintain the historic aesthetic created by the previous owner, and showed how their actions since 2016 have been consistent with the original vision for the park





- Questions to Staff
- Proposed changes, amendments, or additions
- Action on Ordinance 884
- If approved, consideration of the resolution of summary publication



<b>Agenda Section:</b>	<b>VIII</b>
<b>Item:</b>	<b>3</b>
<b>Report Date:</b>	<b>5/20/21</b>
<b>Council Meeting Date:</b>	<b>5/25/21</b>

## REQUEST FOR COUNCIL CONSIDERATION

<b>ITEM DESCRIPTION:</b>	<b>Consider Resolution of Summary Publication for Ordinance 884: An Ordinance to Rezone Properties to MHC and to Update Regulations Relating to Manufactured Homes</b>
<b>DEPARTMENT HEAD'S APPROVAL:</b>	
<b>CITY MANAGER'S APPROVAL:</b>	
<b>No comments to supplement this report</b>	<b>Comments attached</b>

**Recommendations:** ▪ **Approval of the Resolution of Summary Publication**

- Legislative History:**
- April 20, 2021: Planning Commission holds public hearing on Ordinance 881 and recommends Council approve the language as proposed.
  - April 27, 2021: Council approves final version of Ordinance 881.
  - May 18, 2021: Planning Commission holds public hearing on Ordinance 884 and recommends Council approve the language as proposed.

**Financial Impact:** ▪ A summary publication resolution allows the City to significantly cut down on Ordinance publication fees whenever ordinances are long or contain maps. Given the length of Ordinance 884 and it's use of maps, a summary publication is advised.

**Summary:** ▪ In approving this summary publication resolution, Council finds that the summary penned by staff will adequately inform the public about the content of the new Ordinance

**Attachments:** 1) *Resolution of Summary Publication for Ordinance 884*

Ben Gozola, AICP,  
Assistant Director of Community Assets and Development





**RESOLUTION \_\_\_\_**  
**CITY COUNCIL**  
**CITY OF NEW BRIGHTON**

**RESOLUTION AUTHORIZING PUBLICATION OF  
ORDINANCE NO. 884 BY TITLE AND SUMMARY**

**WHEREAS**, the city council of the City of New Brighton has adopted Ordinance No. 884, an ordinance rezoning property within the City and amending Chapter 16 of the New Brighton city code regarding manufactured homes and manufactured home communities; and

**WHEREAS**, the ordinance is lengthy and contains maps; and

**WHEREAS**, Minnesota Statutes, section 412.191, subd. 4, allows publication by title and summary in the case of lengthy ordinances or those containing charts or maps; and

**WHEREAS**, the City Council believes that the following summary would clearly inform the public of the intent and effect of the ordinance.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of New Brighton, that the City Clerk shall cause the following summary of Ordinance No. 884 be published in the official newspaper in lieu of the entire ordinance:

**Public Notice**

The City Council of the City of New Brighton has adopted Ordinance No. 884 which updates the City's zoning map and amends the City's regulations governing new and existing manufactured home communities. The Lakeside Manufactured Home Park is hereby rezoned from R-3B (High Density Residential) to MHC (Manufactured Home Community). The Oak Grove Manufactured Home Park is hereby rezoned from R-2 (Two Family Residential) to MHC. Both parks will now be governed by the same standards all manufactured home communities in the community have been regulated under for decades, and this change eliminates all inconsistencies with the prior underlying zoning classifications. Chapter 16 of the City Code is also updated to provide greater detail on the allowed number of units that can be created in new manufactured home parks, and on expansion areas of existing parks. The full ordinance text is available for inspection at City Hall during regular business hours, and will be emailed or sent to any party upon request.

---

Mayor Kari Niedfeldt-Thomas

**BE IT FURTHER RESOLVED** by the City Council of the City of New Brighton that the City Clerk keep a copy of the ordinance at city hall for public inspection, and that a full copy of the ordinance be posted in a public place within the city.

**Adopted this 25<sup>th</sup> day of May, 2021** by the City of New Brighton City Council with voting as follows:

Mayor Kari Niedfeldt-Thomas: \_\_\_\_\_

Abdullahi Abdulle: \_\_\_\_\_

Emily Dunsworth: \_\_\_\_\_

Graeme Allen: \_\_\_\_\_

Pamela Axberg: \_\_\_\_\_

\_\_\_\_\_  
Kari Niedfeldt-Thomas, Mayor

\_\_\_\_\_  
Devin Massopust, City Manager

ATTEST:

\_\_\_\_\_  
Terri Spangrud, City Clerk



<b>Agenda Section:</b>	<b>Business</b>
<b>Report Date:</b>	<b>5/20/21</b>
<b>Council Meeting Date:</b>	<b>5/25/21</b>

## REQUEST FOR COUNCIL CONSIDERATION

<b>ITEM DESCRIPTION:</b> Consider Approval of Ordinance 885 Amending: An Ordinance Amending Article 4 of City Code Establishing New Brighton Inclusion Commission	
<b>DEPARTMENT HEAD'S APPROVAL:</b>	
<b>CITY MANAGER'S APPROVAL:</b>	
<b>No comments to supplement this report</b>	<b>Comments attached</b> <u>    </u>

**Recommendation:** If Council desires, approve Ordinance 885 establishing New Brighton Inclusion Commission

### Legislative History:

- April 2018 – January 2019 – New Brighton City Council creations Inclusive Community Task Force. The Task Force meets and makes formal recommendations to the City Council including the creation of a long-standing Commission to address issues of inclusion. Also recommends the hiring of full-time staff person devoted to this work.
- 1/9/21 – City Council participates in annual team-building meeting where efforts focused on diversity, equity, and inclusivity within the community are identified as a key priority.
- 2/23/21 – City Council participates in a work session to identify plans for completing this work. Three key goals were identified for 2021 that consisted of consultant work, formally create New Brighton Inclusion Commission, and complete the hiring process for Inclusivity Coordinator.
- 5/11/21 – City Council approves contract with CultureBrokers, LLC to assist the City of New Brighton in creating its equity statement and philosophy, as well as to create the charter and structure of the New Brighton Inclusion Commission.

### Financial Impact:

As of this time there are no financial impacts from the creation of the Commission. In the future there may be certain initiatives that the Commission wishes to address that may have a financial component to them. These would need to be addressed through the annual budget process and/or have Council approval to move forward.

### Explanation:

The City Council has expressed a desire to ensure as an organization and community we are taking the necessary steps to address and achieve issues and goals related to diversity, equity, and inclusion. At the February 23, 2021 work session three goals were identified for 2021. These were hiring a



consultant to assist us in setting a foundation and framework, creating and establishing an on-going Commission, and completing the hiring process of a full-time employee devoted to this work.

At the last City Council meeting the Council approved a contract with CultureBrokers, LLC to assist in the consulting work. By formally creating and establishing the Commission it allows us to move forward with setting out the charter and guidelines for it. It will also allow us to move forward with seating the Commission when the time comes. The exact work and scope of the Commission will be explored and established with the help of CultureBrokers.

City Code currently says that the Public Safety Commission will address issues of Human Rights, including “participation in regional human rights organizations and endeavors” and to “monitor and advise the City Council on efforts to create equal opportunity and eliminate discrimination”. Staff believe that with the creation of this new Commission those duties should be brought from Public Safety to the Inclusion Commission as it will be more focused on such efforts.

Attachments:

- Chapter 2, Article 4 of the City Code
- Ordinance 885
- Resolution Approving Summary Publication

A handwritten signature in black ink, appearing to read "Devin Massopust", written over a horizontal line.

Devin Massopust  
City Manager

## **Article 4. Commissions**

### *Division 1 - General Conditions*

#### **Sec. 2-56. General.**

The purpose of this Article is to establish various advisory commissions. The commissions are intended to utilize members of the community in an advisory capacity to assist the City Council and staff with achieving goals and objectives for the City and to ensure that the ideas of citizens are well represented in the policy making process. Commissioners serve at the pleasure of the City Council. As City Council make up changes from time to time, it is appropriate that the membership of each commission changes to reflect the direction of the City Council. The general operating principles in this Division shall apply to all commissions. (Ord. No. 610, 12-13-94; Code of 2001; Ord. 854, 9.26.2017)

#### **Sec. 2-57. Name.**

All boards, committees, and commissions will be named “commissions”. (Ord. No. 610, 12-13-94; Code of 2001)

#### **Sec. 2-58. Commission Size.**

All commissions will have a maximum of nine members with the exception of the Public Safety Commission. The Public Safety Commission shall be comprised of nine members. Council may appoint student members to any commission from time to time. (Ordinance No. 813; 04-24-2012; Ord. No. 854, 9.26.2017)

#### **Sec 2-59. Appointment.**

Commission members will be appointed by the City Council. (Ord. No. 610, 12-13-94; Code of 2001)

#### **Sec. 2-60. Removal from a Commission.**

Any member of a commission may be removed from office by a majority vote of the City Council. (Ord. No. 610, 12-13-94; Code of 2001)

#### **Sec. 2-61. Compensation.**

Commission members shall serve without compensation. (Ord. No. 610, 12-13-94; Code of 2001)

#### **Sec. 2-62. Terms for Commission Members.**

(1) New commission members will be appointed to a term of three years. Council may choose to shorten or modify a commissioner’s term length for any reason at any time.

(2) The time period for each three year term will be April 1<sup>st</sup> to March 31<sup>st</sup>.

(3) In the event of death, removal, or ineligibility of a commission member to participate on an appointed body, the Mayor shall declare a vacancy in the position and shall appoint a person to fill the

vacancy as soon as conveniently possible for the remainder of the term subject to approval by a majority vote of the City Council present.

(4) To the extent practical, Commission appointments will be varied so the terms of approximately 1/3 of the members of each commission shall expire every year. (Ord. No. 610, 12-13-94; Ord. No 617, 11-14-95; Code of 2001; Ord. No. 854, 9.26.2017)

#### **Sec. 2-63. Chairperson and Vice-Chairperson.**

(1) Each commission shall annually recommend a chairperson and vice-chairperson to the Council for formal approval. The City Council may appoint any member, regardless of the Commission's recommendation. The City Council shall annually confirm a chairperson and vice-chairperson to represent each commission.

The chairperson will be expected to provide leadership for the commission and to facilitate the conduct at regular meetings. The vice-chairperson is expected to prepare for a future chairperson role and to fill-in for the current chairperson in the event of an absence.

(2) All the following criteria shall be met when selecting the chairperson and vice-chairperson:-

A.. The member has demonstrated in-depth knowledge of the Commission's roles and responsibilities or has an applicable background that demonstrates an ability to lead a commission

B. If the member has previously served on the commission or any commission, the member has a good attendance record and expects to be able to make all meetings while serving as chairperson or vice-chairperson.

C. The member has demonstrated leadership and involvement in past activities of the commission or has other applicable experiences that would qualify them to lead a commission.

D. The member has demonstrated the ability to understand and further the City Council's overall mission, specifically relating to the commission's responsibilities.

E. A chairperson or vice chairperson understands and agrees to manage commission business in a fair and impartial fashion and in a manner consistent with any training provided by staff or Council directives.

(3) A commission chairperson or vice-chairperson that is appointed by the Council shall serve one year in this capacity, and may be reappointed.

(4) Any chairperson or vice-chairperson may be removed from office by a majority vote of the City Council. (Ord. 856, 9.26.2017)

#### **Sec. 2-64. Recruitment of Commissioners.**

(1) Under the City Manager's direction, the City Clerk will advertise for new members at least once per year to create a candidate pool for future vacancies.

(2) All commission candidates are required to complete a City application form in order to be considered for a commission appointment.

(3) In order to attract qualified members, existing commissioners will assist the City in identifying

knowledge, skills, and abilities important to accomplishing its assigned duties and responsibilities. In addition, the City Council will strive to make appointments that reflect the diversity of the community. (Ord. No. 610, 12-13-94; Code of 2001)

(4) Formal interviews are not required but may be used by the City Council when appointing individuals to a particular commission.

(5) When conducting recruitments for the City's various commissions, members of the City Council will place an emphasis on variety of individual skills, aptitudes, and geographic location throughout the City when evaluating the individual applications.

(6) Unless otherwise specifically provided, each member of any Commission shall be a resident of the City during their term of service.

(7) The City Council will evaluate the application materials submitted by each candidate. There is no implied guarantee of appointment or reappointment to any City Commission or task force. The sole responsibility for appointment resides with the City Council as the confirming authority. (Ord 781, 7-14-2009)

#### **Sec. 2-65. Council Representation.**

The City Council shall appoint one of its members as an ex officio member of the commission for a term of one year. This member shall have full rights of discussion but will not be a voting member of the commission. At its discretion, the Council also may appoint other ex officio members. (Ord. No. 610, 12-13-94; Code of 2001)

#### **Sec. 2-66. Reports.**

The chairperson of each commission shall make a report to the City Council once a year. The report will be made at a regular Council meeting and will include a summary of issues and accomplishments of the commission during the past year. Also, the report shall preview future issues and projects. (Ord. 811, 03-27-2012)

#### **Sec. 2-67. Rules and Procedures.**

(1) Each commission shall follow and adhere to the commission code of conduct.

(2) The rules, directives or codes of conduct may be amended from time to time by the City Council.

(3) All meetings shall comply with-Minnesota's open meeting laws.

#### **Sec. 2-68. Absence of Members.**

Attendance at meetings is of the utmost importance in carrying out the work of a commission. If a member misses four of the scheduled meetings during the commission calendar year (April through March), the member's seat may become vacated and the City Council can begin the process of filling the vacated seat. The City Manager shall be responsible for notifying the member of the intended and resulting action. (Ord 781, 7-14-2009, Ord. 797, 03-22-2011, Ord. 811, 03-27-2012))



**Sec. 2-69. Leaves of Absence.**

For a variety of reasons, commission members may need to take a leave of absence for period of time. Members of any commission or committee may request in writing to the City Council a leave of absence not to exceed four months from their appointed position. Leaves of absence will be granted at the discretion of the City Council. (Ord 781, 7-14-2009)

**Sec. 2-70. Record of Action.**

Each commission will keep a public record of its resolutions, transactions, and findings. Minutes will be kept of each meeting and forwarded to the City Council upon approval by a majority of a quorum of the commission. (Ord. No. 610, 12-13-94; Code of 2001)

**Sec. 2-71. Task Forces and Subcommittees.**

(1) With prior approval of the City Council, a commission may organize a task force to study and report to the Commission, and ultimately the City Council, on specific matters. After reporting its findings to the City Council, the task force shall terminate unless the City Council directs further action by the task force. A task force may include members of-commissions, as well as other qualified citizens or business representatives.

(2) Commissions may appoint a subcommittee consisting only of its members to complete special assignments. Reports of the subcommittee must be approved by the full commission before recommendations are made to the City Council.

(3) The City Council may appoint a task force to study and report on specific matters.

**Sec. 2-72. Commissioner involvement with City business/contracts**

(1) Commission members shall refrain from bidding or entering into any contracts, agreements, or other engagements with the City while serving on a commission or creating or participating in any situation where a real or perceived conflict of interest may exist. (Ord. No. 735, 1-24-06, Code of 2001; Ord. 854, 9.26.2017)

**Sec. 2-73. Student Commissioners**

The City Council may appoint student members to each commission. Student commission members will be appointed to a term of one year that begins in April 1<sup>st</sup> and ends March 31<sup>st</sup>. Students are voting members of each commission except for the Planning Commission. The student member of the Planning Commission shall act as an ex officio member of the commission. The member shall have full rights to discussions and opinions, but shall not be a voting member. (Ord. No. 856, 11.14.2017; Ord. No. 882, 4.8.2021)

**Secs. 2-74--2-79. Reserved.**

*Division 2 - Parks, Recreation, and Environmental Commission*

**Sec. 2-80. Established.**

A Parks, Recreation, and Environmental Commission shall be established for the City. (Ord. No. 610, 12-13-94; Code of 2001)

**Sec. 2-81. Purpose.**

The purpose of this Commission is to advise the City Council on:

- (1) The proper use and care of the parks and the natural environment.
- (2) Policies covering recreation activities. (Ord. No. 610, 12-13-94; Code of 2001)

**Sec. 2-82. Duties and Responsibilities.**

The duties and responsibilities of this Commission shall be to:

- (1) Oversee the activities of public and private agencies in New Brighton with concern for their effects on the quality of the parks and environment.
- (2) Raise issues and concerns for staff and the City Council to consider regarding these activities.
- (3) Consider current and proposed plans and operations of municipal activities as they affect or concern parks, the environment, and recreation activities.
- (4) Seek community opinion as appropriate on recommendations to improve plans and operations.
- (5) Monitor the condition of park property and community environmental conditions and practices and evaluate and recommend actions for improvement.
- (6) Keep the School District informed and seek its participation and cooperation in the use of schools and park land, buildings, and equipment.
- (7) Perform other duties as directed by the City Council. (Ord. No. 610, 12-13-94; Code of 2001)

**Secs. 2-83--2-99. Reserved.**

*Division 3 - Economic Development Commission*

**Sec. 2-100. Established.**

An Economic Development Commission shall be established for the City. (Ord. No. 610, 12-13-94; Code of 2001)

**Sec. 2-101. Purpose.**

The purpose of this Commission shall be to advise the City Council on matters concerning industrial and commercial development in the City. (Ord. No. 610, 12-13-94; Code of 2001)

**Sec. 2-102. Members of the Commission.**

The Commission shall consist of:

- (1) The Economic Development Commission shall consist of nine (9) members appointed by the City Council. The membership may be open to any resident or non-resident affiliated with a New Brighton business who is interested in the business climate and economic direction of the City. There shall at least five (5) New Brighton residents represented on the Commission.
- (2) The City's Community Development Director shall serve as ex officio members of the Commission. (Ord. No. 610, 12-13-94; Ord. No. 653, 1-26-99; Ord. No. 666, 1-25-00; Code of 2001, Ord 781, 7-14-2009)

**Sec. 2-103. Duties and Responsibilities.**

The mission of the Economic Development Commission is:

- (1) Assist and advise the City in preparing economic development marketing plans, business retention programs, and developing different strategies that could be utilized in attracting real estate development opportunities to the City.
- (2) Aid the City Council and Planning Commission in the proper strategic development of areas suitable for real estate development. Recommend long and short range plans and strategies for real estate development.
- (3) Confer with and advise the City Council, Planning Commission, and staff of the Community Development Department on all matters concerning real estate development.

The duties and responsibilities of this Commission shall be to:

- (1) Assist with and provide insight on developing, compiling, coordinating, and publicizing information on matters concerning industrial and commercial development. Provide advice and assist with the collection of data and information pertinent to the economic well being of the City.
- (2) Assist in the preparation and implementation of plans and strategies for business retention.

(3) Cooperate with and coordinate activities with New Brighton business organizations.

(4) Perform other duties as directed by the City Council. (Ord. No. 610, 12-13-94; Code of 2001, Ord 781, 7-14-2009)

**Secs. 2-104--2-119. Reserved.**



#### *Division 4 - Planning Commission*

##### **Sec. 2-120. Established.**

A Planning Commission shall be established for the City. (Ord. No. 610, 12-13-94; Code of 2001)

##### **Sec. 2-121. Purpose.**

The purpose of this Commission shall be to advise the City Council on all land use planning matters. (Ord. No. 610, 12-13-94; Code of 2001)

##### **Sec. 2-122. Members of the Commission.**

- (1) The Planning Commission shall be composed of seven persons.
- (2) Members will be appointed for a term of three years.
- (3) All Planning Commission members shall be selected by the City Council.
- (4) The City Council may require the drafting of minimum standards which must be met for a person to be eligible to serve as a member of the Planning Commission.
- (5) An appointee shall hold office until a successor is appointed and qualified. (Ord. No. 610, 12-13-94; Code of 2001)

##### **Sec. 2-123. Chairperson.**

During the annual organization meeting, the City Council shall appoint a member of the Planning Commission to serve as the chairperson giving consideration to the criteria of Section 2-64. The term of the chairperson shall be one year. (Ord. No. 610, 12-13-94; Code of 2001)

**Sec. 2-124. Duties and Responsibilities.**

The duties and responsibilities of this Commission shall be to:

- (1) Develop, maintain, and review the comprehensive plan and make recommendations on this document prior to its submission to the City Council.
- (2) Review all planning matters as required by the which the City Code. The Planning Commission shall report the results of such reviews to the City Council by means of a resolution making findings of fact and recommending action to be taken.
- (3) Further review and make recommendations on other planning matters when so directed by the City Council.
- (4) Maintain ongoing relationships with and awareness of the activities of the Economic Development Commission including agendas, discussions, and actions through attendance at meetings, staff updates, and sharing of meeting minutes.
- (5) Perform other duties as directed by the City Council. (Ord. No. 610, 12-13-94; Code of 2001)

**Sec. 2-125. State Law.**

The operations and procedures of the Planning Commission shall be carried out in compliance with Minnesota Statutes, Sections 462.351 through 462.365. (Ord. No. 610, 12-13-94; Code of 2001)

**Secs. 2-126--2-129. Reserved.**

*Division 5- Public Safety Commission*

**Sec. 2-130. Established.**

A Public Safety Commission shall be established for the City. (Ord. No. 610, 12-13-94; Code of 2001)

**Sec. 2-131. Purpose.**

The purpose of this Commission shall be to advise the City Council on matters that relate to the goals, policies, and operation of public safety functions and human rights issues, and maintain a liaison with the Police Civil Service Commission. (Ord. No. 610, 12-13-94; Ord. No. 626, 2-11-97; Code of 2001)

**Sec. 2-132. Duties and Responsibilities.**

The duties and responsibilities of this Commission shall be to:

- (1) Assist the Public Safety Department in assessing community attitudes towards and concerns about public safety services.
- (2) Assist the Public Safety Department in developing long range strategic plans.
- (3) Assist the Public Safety Department in developing and monitoring achievement of performance measures regarding strategic plan goals and objectives.
- (4) Perform other duties as directed by the City Council. (Ord. No. 610, 12-13-94; Code of 2001)

**Sec. 2-133. Members of the Commission.**

The Public Safety Commission shall consist of ten (10) members appointed by the City Council. One of the council appointees to the Public Safety Commission shall be a current member of the Volunteers in Public Safety (VIPS). (Ord. No. 610, 12-13-94; Ord. No. 626, 2-11-97; Code of 2001. Ordinance No. 813; 04-24-2012))

**Sec. 2-134. Human Rights.**

Up to three members of the Commission shall be appointed to assume the duties and responsibilities necessary to oversee human rights issues for the City including:

- (1) Participation in regional human rights organizations and endeavors on behalf of New Brighton, particularly with the Minnesota League of Human Rights Commission.
- (2) Monitor and advise the City Council on efforts to create equal opportunity and eliminate discrimination. (Ord. No. 610, 12-13-94; Code of 2001)

**Secs. 2-135--139. Reserved.**

**ORDINANCE NO. 885**  
**STATE OF MINNESOTA**  
**COUNTY OF RAMSEY**  
**CITY OF NEW BRIGHTON**

**AN ORDINANCE ESTABLISHING THE INCLUSION COMMISSION**

THE CITY COUNCIL OF THE CITY OF NEW BRIGHTON ORDAINS as follows:

Section 1. New Brighton City Code Chapter 2, Article 2 is amended as follows:

Sections 2-56 through 2-133 are hereby restated and incorporated herein unchanged.

Section 2-134 is amended as follows:

~~**Sec. 2-134. Human Rights.**~~

~~Up to three members of the Commission shall be appointed to assume the duties and responsibilities necessary to oversee human rights issues for the City including:~~

~~(1) Participation in regional human rights organizations and endeavors on behalf of New Brighton, particularly with the Minnesota League of Human Rights Commission.~~

~~(2) Monitor and advise the City Council on efforts to create equal opportunity and eliminate discrimination. (Ord. No. 610, 12-13-94; Code of 2001)~~

**Section 2-134. Reserved.**

Section 2-135 - 149 is added as follows:

*Division 6 – Inclusion Commission*

**Sec. 2-135. Established.**

An Inclusion Commission shall be established for the City. **Sec.**

**2-136. Purpose.**

The purpose of this Commission is to advise the City Council on:

(1) Issues and goals related to diversity, equity and inclusion.

**Sec. 2-137. Duties and Responsibilities.**



The duties and responsibilities of this Commission shall be to:

(1) Advise the Council regarding diversity, equity and inclusion initiatives in the City of New Brighton.

(2) Address issues of Human Rights including: \_\_\_\_\_

(a) Participating in regional human rights organizations and endeavors; and

(b) Monitoring and advising the City Council on efforts to create equal opportunities and eliminate discrimination in the City of New Brighton.

(3) Perform other duties as directed by the City Council.

Sec. 2-138 – Sec. 2 - 149. Reserved.

This ordinance shall be in full force and effect from and upon its adoption and publication according to law.

Adopted this 25th day of May, 2021 by the New Brighton City Council with a vote of \_\_\_\_\_ ayes and \_\_\_\_\_ nays.

\_\_\_\_\_  
Kari Niedfeldt-Thomas, Mayor

ATTEST:

\_\_\_\_\_  
Devin Massopust, City Manager

\_\_\_\_\_  
Terri Spangrud, City Clerk

**RESOLUTION No. \_\_\_\_\_**  
**STATE OF MINNESOTA**  
**COUNTY OF RAMSEY**  
**CITY OF NEW BRIGHTON**

**RESOLUTION APPROVING A SUMMARY PUBLICATION FOR  
ORDINANCE No. 885 ESTABLISHING THE INCLUSION COMMISSION**

**WHEREAS**, the City Council of the City of New Brighton has adopted the above referenced ordinance establishing an Inclusion Commission; and

**WHEREAS**, Minnesota Statutes, section 412.191, subdivision 4 allows publication by title and summary in the case of lengthy ordinances or those containing maps or charts; and

**WHEREAS**, the City Council believes that the following summary would clearly inform the public of the intent and effect of Ordinance No. 885;

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of New Brighton that the following summary of Ordinance 885 shall be published in the official newspaper in lieu of the entire ordinance:

**SUMMARY PUBLICATION**

**Ordinance No. 885**  
**AN ORDINANCE ESTABLISHING THE INCLUSION COMMISSION**

Ordinance No. 885 was adopted by the City Council of the City of New Brighton on May 25, 2021 establishing an Inclusion Commission to advise the City Council on issues and goals related to diversity, equity and inclusion. The full ordinance is available for review at New Brighton City Hall, 803 Old Highway 8 NW, New Brighton, Minnesota, 55112 during regular office hours or by contacting City Clerk Terri Haarstad at [terri.spangrud@newbrightonmn.gov](mailto:terri.spangrud@newbrightonmn.gov) or 651-638-2045.

**ADOPTED** this 25<sup>th</sup> day of May, 2021 by the New Brighton City Council with a vote of \_\_\_\_\_ ayes and \_\_\_\_\_ nays.

\_\_\_\_\_  
Kari Niedfeldt-Thomas, Mayor

ATTEST:

\_\_\_\_\_  
Devin Massopust, City Manager

\_\_\_\_\_  
Terri Spangrud, City Clerk