



Experience LIFE in the Park

Diversity, Equity, and Inclusion Policy

This policy promotes the inclusion of under-represented persons and businesses in development projects receiving public financing through the Economic Development Authority (“EDA”) and City of St. Louis Park (“City”) to meet the city council’s strategic priority of being a leader in racial equity and inclusion in order to create a more just and inclusive community for all.

The city recognizes the importance of creating opportunities for communities of color and indigenous people to participate more equitably in the workforce and benefit from wealth building opportunities. It is recognized that historical and institutional discrimination and racism has disproportionately created challenges for women, Black, Indigenous, and People of Color (BIPOC), and Asian American and Pacific Islander (AAPI) communities. Women and BIPOC/AAPI individuals and businesses have faced discrimination and disadvantages in employment and business opportunities which have resulted in significant disparities in wealth building opportunities.

The goal of this policy is to address these disparities and to promote inclusive and equitable opportunities for women and BIPOC/AAPI individuals and businesses to build wealth.

The goals set forth in this policy further the city’s racial equity priorities. These goals are intended to provide an incentive for developers to seek greater participation by women and the BIPOC community in development projects funded with EDA/city financial assistance.

The reporting requirements in this policy will allow the EDA/city to monitor participation of women and BIPOC/AAPI individuals and businesses in the EDA/city development contracts. That way, the EDA/city can determine current overall participation rate and track the participation rate over time. When compared to availability data, these statistics will allow the EDA/city to measure the success of this policy and inform potential changes to this policy. In addition, monitoring outreach to women and BIPOC/AAPI workforce and businesses, and which methods are most successful will provide helpful anecdotal information to increase the effectiveness of this policy.

These goals are included in the list of minimum qualifications for projects seeking tax increment financing (TIF) and other financial assistance from the St. Louis Park Economic Development Authority.

This policy shall be used in conjunction with the established Diversity, Equity, and Inclusion Policy User Guide which provides further guidance on reporting requirements and EDA/city expectations.

1. Applicability and minimum project size

New construction, renovation or reconstruction projects receiving EDA/city financial assistance

This policy applies to development projects that receive \$200,000 or more in financial assistance from the EDA/city and includes:

- a) New construction, renovation, or reconstruction of commercial developments
- b) New construction, renovation, or reconstruction of Industrial developments
- c) New construction, renovation, or reconstruction of multi-family rental or for-sale housing developments
- d) New construction, renovation, or reconstruction of mixed-use developments

The development must comply with the Diversity, Equity, and Inclusion Policy in effect at the time of the application date of planning and zoning applications and/or a signed preliminary development agreement. If building permits have not been issued within two years of application approvals or the building permits have expired or been canceled, the project must comply with updates to this policy. The EDA/city council may grant an extension of time beyond two years if a written request for a time extension is submitted to staff and approved by the economic development authority and/or city council. Requests for extension of time must be submitted to staff before the termination date.

2. Definitions

A) *Financial Assistance*: The Diversity, Equity & Inclusion Policy applies to all new and renovated commercial and multifamily residential buildings receiving EDA/city financial assistance.

Financial Assistance is defined as funds derived from EDA/city and includes, but is not limited to, the following:

- 1) Tax Increment Financing (TIF) and/or Tax Abatement
- 2) Land write-downs
- 3) EDA grants and loans
- 4) Affordable Housing Trust Fund (AHTF) grants and loans
- 5) Community Development Block Grant (CDBG) funds
- 6) Housing Rehabilitation funds
- 7) Revenue Bonds (private activity bonds are negotiable)
- 8) Housing Authority (HA) Funds
- 9) City of St. Louis Park funds

- B) *Business Organization*: the developer’s business organization, including subsidiaries and parent company.
- C) *Business Enterprises*: the contractor(s) and sub-contractor(s) hired by or on behalf of the developer for the project.
- D) *Workforce*: Employees of contractor(s) and sub-contractor(s) working on the Project
- E) *Peripheral Enterprise(s)*: consultants and other businesses hired by the developer, or with whom the developer has a relationship, in conjunction with the project. This includes, but is not limited to, attorneys, financial consultants, financial institutions, suppliers, accountants, etc.
- F) *Project*: The development project as defined in the development agreement between the EDA and the developer.

3. Diversity, Equity, and Inclusion participation goals

General requirements

A development that is subject to this policy shall be subject to the following diversity, equity, and inclusion participation business and workforce participation goals:

Participation Goals	Women	BIPOC/AAPI
Business Organization	10%	13%
Business Enterprises	6%	13%
Workforce	20%	32%
Peripheral Enterprises	6%	13%

The developer will agree to use reasonable efforts to meet these business enterprise, workforce, and peripheral enterprise participation goals for women and Black, Indigenous and People of Color (BIPOC)/AAPI in conjunction with construction, renovation, or reconstruction of the development.

Participation goals will be measured according to the developer’s project as a whole and pertain to the total amount of construction and related contracts. Developer must provide and use reasonable efforts to cause its contractors/subcontractors to provide certain information and resources to prospective contractors/subcontractors before bidding; to implement procedures designed to notify women and BIPOC/AAPI about contracting opportunities; to document steps taken to comply with participation goals and the results of actions taken; and to provide compliance report(s). Refer to the Diversity, Equity, and Inclusion Policy User Guide for more information regarding performance and compliance.

4. Agreements

A development agreement or other agreement shall be executed between the EDA and the developer, in a form approved by the EDA or City legal counsel, which formally sets forth development approval and diversity, equity, and inclusion goals in accordance with this policy. A failure to meet the goals will not result in an event of default under the development agreement.

5. Reporting Requirements

The developer will be required to provide written reports to the EDA on a quarterly basis from the date the development agreement is entered into until six months after the project receives its certificate of occupancy from the city. The established Diversity, Equity, and Inclusion Policy User Guide provides further guidance on reporting requirements. At a minimum, the reports must include the following information:

- 1) Total number of construction-related business enterprises (e.g. general contractor, subcontractors) with
 - a) percentage of women-owned enterprises
 - b) percentage of BIPOC/AAPI-owned enterprises
 - c) percentage of total development dollars paid to women-owned enterprises
 - d) percentage of total development dollars paid to BIPOC/AAPI-owned enterprises

- 2) Total number of construction workforce employees with
 - a) percentage of women construction workforce employees
 - b) percentage of BIPOC/AAPI construction workforce employees
 - c) percentage of total construction hours women construction workforce employees worked
 - d) percentage of total construction hours BIPOC/AAPI construction workforce employees worked

- 3) List of peripheral enterprises with self-reported total number of employees, percentage of women and percentage of BIPOC/AAPI employees

- 4) Summary of efforts made to reach participation goals and ongoing efforts to reach and/or maintain participation goals, highlighting outreach methods that were most effective and outreach methods that were least effective