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Thursday, March 14, 2019

Brooklyn Park City Hall – Steve Lampi Room

7:00 P.M.

5200 85<sup>th</sup> Avenue North

**COMMUNITY LONG-RANGE IMPROVEMENT COMMISSION (CLIC)**

CLIC Officers: Kathy Fraser, Chair; Kaade Wallace, Vice Chair

CLIC Members: Doneva Carter, Sarah Dettmann, Cory Funk, Etta Gbeizon-Bornor, Trelawny Grant, Tom Hayes, Heidi Heinzl, Devale Hodge, Sheila Iteghete, Yordanos Kiflu-Martin, Erik Meyers, Laura Sell, Robin Turner

City: CLIC Council Liaison Terry Parks and CLIC Staff Liaison Jon Watson

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

*Our Goals:*

*Strong Neighborhoods • Adapting to Changing Demographics • Public Safety  
Financial Sustainability • Community Image • Focused Redevelopment and Development*

I. ORGANIZATIONAL BUSINESS

1. CALL TO ORDER/ROLL CALL
2. APPROVAL OF AGENDA

II. CLIC STATUTORY BUSINESS

3. CONSENT

- 3.1 Consider Approving CLIC January 10, 2019 Draft Minutes
- 3.1A January 10, 2019 Draft Minutes

4. GENERAL AGENDA ITEMS

- 4.1 City Communications and Website Discussion

5. STANDING ITEMS

- 5.1 Age Friendly Brooklyn Park
- 5.2 Communications
- 5.3 Housing Continuum
- 5.4 Redevelopment / Development
- 5.5 Future Planning

6. VERBAL REPORTS AND ANNOUNCEMENTS

- 6.1 City Council Report: Council Member Terry Parks
- 6.2 Staff Liaison Update: Jon Watson
- 6.3 Open Discussion

7. ADJOURNMENT

- 7.1 Adjournment

**City of Brooklyn Park  
Community Long-Range Improvement Commission**

<b>Agenda Item:</b>	3.1	<b>Meeting Date:</b>	March 14, 2019
<b>Agenda Section:</b>	CONSENT	<b>Originating Department:</b>	Staff Liaison
<b>Resolution:</b>	N/A	<b>Prepared By:</b>	Jesse Struve
<b>Ordinance:</b>	N/A		
<b>Attachments:</b>	N/A	<b>Presented By:</b>	Jon Watson
<b>Item:</b>	Consider Approving CLIC January 10, 2019 Draft Minutes		

**Proposed Action:**

Consider Approving CLIC January 10, 2019 Draft Minutes.

**Overview:**

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**DRAFT**  
**COMMUNITY LONG-RANGE IMPROVEMENT COMMISSION (CLIC)**  
**City of Brooklyn Park**  
**January 10, 2019 CLIC Meeting Minutes**

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I. ORGANIZATIONAL BUSINESS

1. **CALL TO ORDER:** Chair Fraser called the meeting to order at 7:01 p.m.  
ROLL CALL PRESENT: Etta Gbeizon-Bornor, Sarah Dettmann, Kathy Fraser, Cory Funk, Trelawny Grant, Tom Hayes, Heidi Heinzl, Devale Hodge, Sheila Iteghete, Yordanos Kiflu-Martin, Laura Sell, Robin Turner, Kaade Wallace.

**City Staff and Council Present:** Erika Byrd, Rich Gates, Jesse Struve

**Guest:** Gordy Aune, Jr. (Charter Commission)

**ABSENT:** Doneva Carter

**EXCUSED:** Deval Hodge, Erik Meyers

Roll Call established that a quorum did exist.

2. **APPROVAL OF AGENDA**

MOTION Fraser, SECOND Funk, TO AMEND THE AGENDA TO SWITCH 4.1 AND 4.3.  
MOTION PASSED UNANIMOUSLY approving the agenda as amended.

II. STATUTORY BUSINESS

3. **CONSIDERATION OF MINUTES**

MOTION Heinzl, SECOND Dettmann, APPROVING THE DECEMBER 13, 2018 MINUTES.  
MOTION PASSED UNANIMOUSLY with no edits.

4. **GENERAL AGENDA ITEMS**

4.1 Economic Development Authority (EDA) Update

- Erika Byrd, Community Development staff member, provided power point presentation.
- Review of "WELCOME PROJECT" proposed by the George North Group which would be part of a \$832,000 grant received from the Metropolitan Council as part of Innovative Developments. Some enhancements included a solar canopy, public art, electric car charging stations, and rain gardens. NEXT STEP is to host community and neighborhood meetings.
- OPPORTUNITY ZONES as defined by the State of Minnesota was discussed. There are 200+ statewide with Brooklyn Park having one located from Zane Avenue on the west to Noble Parkway on the east, and 85<sup>th</sup> Avenue on the north to Brooklyn Boulevard on the south, including the creek and border with Brooklyn Center. Discussion was about the census tract, the 2017 Tax Cuts & Jobs Act, which includes a 10-year hold for tax incentives.
- Wallace asked if anything along the Blue Line LRT line could be considered for an Opportunity Zone to be used for Housing Continuum and Byrd answered No, not at this time, but would also be subject to specific developer and lawyer discussions.

- CENTER FOR INNOVATION & THE ARTS (CITA) is a collaboration with the Brooklyn Park Economic Development Authority (EDA), North Hennepin Community College (NHCC), Metropolitan State University, Hennepin County, and the Osseo ISD 279 School District. It involves the replacement of the current Fine Arts Center at NHCC with a multi-use building on the north side of 85<sup>th</sup> Avenue North. Timeline is as follows:
  - Vision work completed 2017
  - Collaboration and Pre-design started November 2018
  - Feasibility Study to begin March 2019
- Funk asked if there had been any interest in the Opportunity Zone area, specifically open land available in the Village Creek area along Brooklyn Boulevard. While an interesting thought, Byrd said there was no discussion. Struve mentioned it would be entirely up to NHCC to decide on location.
- BROOKLYN BOULEVARD TRAIL PROJECT – PHASE TWO was mentioned and is set to begin in 2020 and is within the Opportunity Zone. Struve added that this trail will eventually head west to Highway 81 Bottineau Boulevard.

#### 4.2 Election of Officers

- CHAIR = Kathy Fraser
- VICE CHAIR = Kaade Wallace
- SECRETARY = Cory Funk

MOTION Gbeizon-Borner, SECOND Kiflu-Martin, TO APPROVE THE RE-ELECTION OF OFFICERS FOR ONE YEAR TERMS. MOTION PASSED UNANIMOUSLY.

#### 4.3 CLIC Charter and Guidelines Discussion

##### 4.3A CLIC Charter

- Discussion with Aune Jr., Charter Commission member, about potential changes to the current wording took place. Specifically located in Section 9.04 of the City Charter document.
- Aune Jr. noted that no other commissions are mentioned in original City Charter except for the Charter Commission and Citizen Long Range Improvement Committee (CLIC), which has since been changed to “Community Long Range Improvement Commission (CLIC).”
- Funk noted that C: Duties Number 4 should include “Work Plan” and that “budgetary items by July 1” be revised.
- Struve added that the due date should be “by March 31<sup>st</sup> or end of 1<sup>st</sup> Quarter.”
- Fraser confirmed that the D: Contents of Report could remain unchanged.
- Funk requested that “if applicable” or “if requested” could be added to E: Response by Council.
- Struve noted that he doesn’t recall ever receiving written responses.
- Parks mentioned that the usual reporting is usually an overview and that additional follow-up or work needs to be done.
- Fraser noted that perhaps “written” should be removed from D: Contents of Report.
- Discussion centered on A: where mayor appointed youth liaison and that it has not happened in most people’s memory. Decision to leave as is was made.
- Discussion occurred on B: Term of Office, specifically the middle section broken into three groups of five members is difficult to understand. Struve said he would take it to other Staff to discuss.

- Aune Jr. concluded discussion with noting that CLIC is unusual because it is essentially the only Commission with specifically assigned duties – we are free to discuss any and all topics. He also thanked us for our input and suggestions.

#### 4.3B CLIC Guidelines

- Struve led discussion on supplied red lined “Operational Guidelines” document with instructions to change to “Bylaws.” Most changes are from “committee” to “commission” and others are to provide updated to match the new Commission task force changes on absences and election of officers.

MOTION Sell, SECOND Heinzel, TO APPROVE THE CLIC BYLAWS AS REVISED WITH RED LINED CHANGES AS PROVIDED. MOTION PASSED UNANIMOUSLY.

### 5. STANDING ITEMS

#### 5.1 Age Friendly Brooklyn Park

- Recreation and Parks Commission (RPAC) has suggested a joint meeting to discuss the Age Friendly initiatives as it relates to the Park Plan, along with the “CITA” and performing arts facility as it relates to North Hennepin Community College.
- Meeting date of January 16, 2019 was cancelled and rescheduled for Wednesday, February 20<sup>th</sup> at 6:30 p.m., requiring the potential cancellation of CLIC’s normal Thursday, February 14<sup>th</sup> meeting.

MOTION Funk, SECOND Turner, TO CANCEL CURRENTLY SCHEDULED CLIC THURSDAY, FEBRUARY 14, 2019 7 P.M. MEETING DATE AND REPLACE WITH A JOINT CLIC / RPAC MEETING WEDNESDAY, FEBRUARY 20, 2019 AT 6:30 P.M. MOTION PASSED UNANIMOUSLY.

#### 5.2 Communications

- No further discussion, other than invitation to new Communications Coordinator to be extended for future meeting – possibly March 2019.

#### 5.3 Housing Continuum

- Summary discussion from section 4.2 and 4.3 of the December minutes were overviewed along with the topic name change to add OUTLOOK as it relates to the current work the Human Rights Commission (HRC) is beginning.
- Wallace asked if eventually there should be a collaboration with HRC or joint meetings and to connect with staff. Struve said he would reach out to staff and the HRC Chair.

#### 5.4 Redevelopment / Development

- No discussion beyond what Erika Byrd provided in 4.1 above.
- Highway 252 - now fully funded to convert to a freeway through additional bonding dollars and not the regional Metropolitan Council solicitation.
- No further discussion on LRT and railroad - remains an issue. Project startup in 2022?
- No further Village Creek discussion other than what Erika Byrd mentioned on EDA.
- No further discussion on other ongoing or new projects.

## 5.5 Future Planning

- Project Hotdish remains on hold and delayed by the Developer. AUAR is approved. City continues discussions with Champlin on 109<sup>th</sup> reconstruction.
- 2040 Comprehensive Plan submitted to the Met Council for final evaluation.
- CIP and CEP plans – approved by City Council.
- New website components to be revealed soon.
- Citywide Park System Plan – planning is ongoing.
- Naming and Memorial Donation Policy – no items to discuss.
- Resilient Communities Project (RCP) – City department updates as needed, UMN to conduct Five Year Review in 2022.

## 6. **VERBAL REPORTS AND ANNOUNCEMENTS**

6.1 City Council Report: Council Member Terry Park's discussion centered on the Council work with the Highway 252 project, Blue Line LRT and the railroad, two new City Council Members, and thanking the commissioners for the work they are doing.

6.2 Staff Liaison Update: Jesse Struve

- No new discussion.

6.3 Open Discussion

- No new discussion.
- Previous discussion on Youth Liaison for appointment to CLIC will need to be taken up with Mayor Lunde.

## 7. **ADJOURNMENT**

7.1 Adjournment:

MOTION Fraser, SECOND Dettmann, TO ADJOURN. MOTION PASSED UNANIMOUSLY.

The meeting was adjourned at 9:03 p.m.

Respectfully Submitted,  
Cory Funk

**City of Brooklyn Park**  
**Citizen Long-Range Improvement Committee**

<b>Agenda Item:</b>	4.1	<b>Meeting Date:</b>	March 14, 2019
<b>Agenda Section:</b>	GENERAL AGENDA ITEMS	<b>Originating Department:</b>	Staff Liaison
<b>Resolution:</b>	N/A	<b>Prepared By:</b>	Jesse Struve
<b>Ordinance:</b>	N/A		
<b>Attachments:</b>	N/A	<b>Presented By:</b>	Camille Hepola
<b>Item:</b>	City Communications and Website Discussion		

**Proposed Action:**

**Overview:**

The City's new Communication Director, Camille Hepola will provide an overview of internal communications and provide an update about the city's website redesign. Included in the packet is the 2017 Communication Plan Report that was discussed February 2018.

Attachment:

## City of Brooklyn Park Community Long-Range Improvement Commission

<b>Agenda Item:</b>	5.1	<b>Meeting Date:</b>	March 14, 2019
<b>Agenda Section:</b>	STANDING ITEMS	<b>Originating Department:</b>	Staff Liaison
<b>Resolution:</b>	N/A	<b>Prepared By:</b>	Jesse Struve
<b>Ordinance:</b>	N/A		
<b>Attachments:</b>	N/A	<b>Presented By:</b>	Jon Watson
<b>Item:</b>	Age Friendly Brooklyn Park		

**Proposed Action:**

No Action Required

**Overview:**

Discuss steps the city is doing to become a more age friendly city. Items identified on CLIC's 2019 work plan include:

- Formation of Advisory Group to work with staff.
- Ways to keep this in front of the City Council.
- Have a designated employee to lead projects.
- Work toward Brooklyn Park to be designated as an Age Friendly City by the World Health Organization.
- Review the Park System Plan to make sure age friendly items are being incorporated.



# City of Brooklyn Park Community Long-Range Improvement Commission

<b>Agenda Item:</b>	5.2	<b>Meeting Date:</b>	March 14, 2019
<b>Agenda Section:</b>	STANDING ITEMS	<b>Originating Department:</b>	Staff Liaison
<b>Resolution:</b>	N/A	<b>Prepared By:</b>	Jesse Struve
<b>Ordinance:</b>	N/A		
<b>Attachments:</b>	N/A	<b>Presented By:</b>	Jon Watson
<b>Item:</b>	Communications		

**Proposed Action:**

No action required.

**Overview:**

CLIC has been interested in ways the City communicates both internally and externally. This is an opportunity for CLIC to discuss ways the City can be more effective in this communication and provides CLIC an opportunity to weigh-in on how the City can incorporate branding into projects. Items called out on CLIC's 2019 work plan include:

- Review and comment on website redesign.
- Review, comment, and provide recommendations on how communication is used and presented internally and externally.
- Discuss the design and branding presented for the water tower by Brookdale Dr.

## City of Brooklyn Park Community Long-Range Improvement Commission

<b>Agenda Item:</b>	5.3	<b>Meeting Date:</b>	March 14, 2019
<b>Agenda Section:</b>	STANDING ITEMS	<b>Originating Department:</b>	Staff Liaison
<b>Resolution:</b>	N/A	<b>Prepared By:</b>	Jesse Struve
<b>Ordinance:</b>	N/A		
<b>Attachments:</b>	N/A	<b>Presented By:</b>	Jon Watson
<b>Item:</b>	Housing Continuum		

**Proposed Action:**

No action required.

**Overview:**

CLIC is looking for ways for Brooklyn Park to meet the housing needs of a wide range of people. Items included in CLIC's 2019 work plan include:

- Review City's newly adopted policy on housing.
- Form a task force to look at housing affordability.

# City of Brooklyn Park Community Long-Range Improvement Commission

<b>Agenda Item:</b>	5.4	<b>Meeting Date:</b>	March 14, 2019
<b>Agenda Section:</b>	STANDING ITEMS	<b>Originating Department:</b>	Staff Liaison
<b>Resolution:</b>	N/A	<b>Prepared By:</b>	Jesse Struve
<b>Ordinance:</b>	N/A		
<b>Attachments:</b>	N/A	<b>Presented By:</b>	Jon Watson
<b>Item:</b>	Redevelopment / Development		

## Proposed Action:

No action required.

## Overview:

CLIC has expressed interest at looking how zoning drives redevelopment and development. Items included in CLIC's 2019 work plan include:

- Review and recommend a layout for proposed 252 Reconstruction.
- Look at long term effects of light rail, gentrification, effects on rent levels, and connection to the system (east-west mobility).
- Village Creek and redevelopment of the area.

# City of Brooklyn Park Community Long-Range Improvement Commission

<b>Agenda Item:</b>	5.5	<b>Meeting Date:</b>	March 14, 2019
<b>Agenda Section:</b>	STANDING ITEMS	<b>Originating Department:</b>	Staff Liaison
<b>Resolution:</b>	N/A	<b>Prepared By:</b>	Jesse Struve
<b>Ordinance:</b>	N/A		
<b>Attachments:</b>	N/A	<b>Presented By:</b>	Kathy Fraser
<b>Item:</b>	Future Planning		

## Proposed Action:

No action required.

## Overview:

CLIC would like to review and comment on long range planning for the City. Items in CLIC's 2019 work plan include:

- Review and Comment on 2040 Comprehensive Plan.
- Review and comment on Capital Improvement Plan (CIP) and Capital Equipment Plan (CEP).
- Keep updated with progress of BP 2025.
- Review and Comment on Park System Plan.
- Facility Naming and Memorial Donation Policy.
- 1 year Review of Resilient Communities Project.

**City of Brooklyn Park  
Community Long-Range Improvement Commission**

<b>Agenda Item:</b>	6.1	<b>Meeting Date:</b>	March 14, 2019
<b>Agenda Section:</b>	VERBAL REPORTS AND ANNOUNCEMENTS	<b>Originating Department:</b>	Staff Liaison
<b>Resolution:</b>	N/A	<b>Prepared By:</b>	Jesse Struve
<b>Ordinance:</b>	N/A		
<b>Attachments:</b>	N/A	<b>Presented By:</b>	Council Member Terry Parks
<b>Item:</b>	City Council Report: Council Member Terry Parks		

**Proposed Action:**

Hear Council Report.

**Overview:**

Each month the Committee will receive an update from the Council Liaison.

**City of Brooklyn Park  
Community Long-Range Improvement Commission**

<b>Agenda Item:</b>	6.2	<b>Meeting Date:</b>	March 14, 2019
<b>Agenda Section:</b>	VERBAL REPORTS AND ANNOUNCEMENTS	<b>Originating Department:</b>	Staff Liaison
<b>Resolution:</b>	N/A	<b>Prepared By:</b>	Jesse Struve
<b>Ordinance:</b>	N/A		
<b>Attachments:</b>	N/A	<b>Presented By:</b>	Jon Watson
<b>Item:</b>	Staff Liaison Update: Jon Watson		

**Proposed Action:**

Hear Staff Liaison Update.

**Overview:**

**City of Brooklyn Park  
Community Long-Range Improvement Commission**

<b>Agenda Item:</b>	6.3	<b>Meeting Date:</b>	March 14, 2019
<b>Agenda Section:</b>	VERBAL REPORTS AND ANNOUNCEMENTS	<b>Originating Department:</b>	Staff Liaison
<b>Resolution:</b>	N/A	<b>Prepared By:</b>	Jesse Struve
<b>Ordinance:</b>	N/A		
<b>Attachments:</b>	N/A	<b>Presented By:</b>	Kathy Fraser
<b>Item:</b>	Open Discussion		

**Proposed Action:**

Open Discussion.

**Overview:**

Allow for discussion about future agendas topics and what other CLIC members would like more information about.

**City of Brooklyn Park  
Community Long-Range Improvement Commission**

<b>Agenda Item:</b>	7.1	<b>Meeting Date:</b>	March 14, 2019
<b>Agenda Section:</b>	ADJOURNMENT	<b>Originating Department:</b>	Staff Liaison
<b>Resolution:</b>	N/A	<b>Prepared By:</b>	Jesse Struve
<b>Ordinance:</b>	N/A		
<b>Attachments:</b>	N/A	<b>Presented By:</b>	Jon Watson
<b>Item:</b>	Adjournment		

**Proposed Action:**

MOTION \_\_\_\_\_, SECONDED BY \_\_\_\_\_, TO ADJOURN THE MARCH 14, 2019 MEETING OF CLIC.

**Overview:**