
COMMUNITY LONG-RANGE IMPROVEMENT COMMISSION (CLIC)

City of Brooklyn Park

March 14, 2019 CLIC Meeting Minutes

I. ORGANIZATIONAL BUSINESS

1. **CALL TO ORDER:** Chair Fraser called the meeting to order at 7:05 p.m.

ROLL CALL PRESENT: Etta Gbeizon-Bornor, Sarah Dettmann, Kathy Fraser, Cory Funk, Heidi Heinzl, Sheila Iteghete, Robin Turner, Kaade Wallace.

City Staff and Council Present: Camille Hepola, John Nerge, Jon Watson

Guest: unnamed person attending wrong meeting – looking for Toastmasters, departed.

ABSENT: Doneva Carter, Devale Hodge, Laura Sell

EXCUSED: Councilmember Terry Parks, Trelawny Grant, Tom Hayes, Yordanos Kiflu-Martin, Erik Meyers.

Roll Call established that a quorum did exist.

2. **APPROVAL OF AGENDA**

MOTION Dettmann, SECOND Turner, TO APPROVE THE AGENDA. MOTION PASSED UNANIMOUSLY APPROVING THE AGENDA as presented.

II. STATUTORY BUSINESS

3. **CONSIDERATION OF MINUTES**

MOTION Funk, SECOND Dettmann APPROVING THE JANUARY 19, 2019 MINUTES. MOTION PASSED UNANIMOUSLY with no edits.

February 20, 2019 joint meeting with CLIC and Recreation and Parks Advisory Commission (RPAC) was postponed due to weather. Rescheduled Monday, February 25, 2019 prior to the City Council Meeting was UNOFFICIAL and will not have minutes for consideration. Notes taken by RPAC Staff Liaison Jody Yungers for distribution.

4. **GENERAL AGENDA ITEMS**

4.1 City Communications and Website Discussion

- John Nerge (GIS Coordinator), accompanied by Camille Hepola (Communications Manager).
- Hepola provided a brief overview of her 4 months so far including the following observations: brand image is key, passionate people work for the City of Brooklyn Park, focus is to remain “on brand” in all areas – using lenses to view the impact on such things like youth, safety, and aging. Hepola reports directly to the Assistant City Manager (also Brand Manager) and indicated there are ongoing discussions about centralized communications.
- Nerge provided a power point presentation and overview of the current website re-design work including timeline, vendor selection, heat mapping of current website, age of current website (6 years) and expected new website to be live June/July 2019 earliest.

- Nerge spoke that the new website is focused on service orientation – customer portal – with limited “government speak” in favor of more plain language.
- Nerge shared attainable goals of 90%+ favorability among other indicators, with a “what action do you want to take” design approach.
- Hepola noted that the Hub-Spoke design approach is defined by 3 distinct personas: resident, business, and visitors.

5. STANDING ITEMS

5.1 Age Friendly Brooklyn Park

- Recreation and Parks Advisory Commission (RPAC) 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 ended up more as a discussion and was not an official meeting.
- Turner indicated that Aging needs to have a Staff member driving the discussions.
- Chair Fraser spoke of an Elder Care Committee with a Staff member assignment.
- Heinzl mentioned that a number of involved Task Force members remain active, while others are leaving due to commission term limits.
- Funk spoke that the City can remain Age Friendly focused, but that eventually the discussions need to transition to Dementia Friendly as recommended by Mayor Lunde during the CLIC annual review, which would involve more resources and most likely Hennepin County.
- Chair Fraser noted that the City Manager is focused on the Age Friendly discussions, especially when noting the use of “age” in BP2025 documentation.

5.2 Communications

- Funk, Heinzl and Wallace engaged in a discussion of Development / Re-Development notification systems currently in place by the Planning Department. Notably that the system of signage, flyers, selective postcard mailings, phone calling, message retrieval and verbal response, along with website postings, is in need of review and updating.
- “Best Management Practices” as Watson put it is something the City is working on improving, including the use of newer methods and technologies.
- ***Topic will be directed to City management for next direction – future meeting.

5.3 Housing Continuum

- Human Rights Commission (HRC) is beginning discussions on this topic but to date, nothing was noted in monthly meeting minutes for 2019.
- Wallace to work with Struve to reach out to Assistant City Manager and HRC Chair.

5.4 Redevelopment / Development

- Project Hotdish withdrawn by developer.
- Charter school project on West Broadway not approved – heavy citizen involvement.
- Website shows new restaurants added to north of 610 area around Zane Avenue N.
- Second Harvest food bank moving from Golden Valley to larger Brooklyn Park location, will have a groundbreaking event in the near future.
- No further discussion on Hwy 252 reconstruction and timeline. Project startup TBD.
- No further discussion on LRT and railroad - remains an issue. Project startup in 2022?
- No further Village Creek discussion.

5.5 Future Planning

- 2040 Comprehensive Plan submitted to the Met Council for final evaluation.
- CIP and CEP plans – no new discussions.
- BP2025 – no new discussions.
- Citywide Park System Plan – planning continues. Construction TBD.
- 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. ***Note: need to update standing items document for 5-year review.

6. VERBAL REPORTS AND ANNOUNCEMENTS

6.1 City Council Report: Council Member Terry Parks was on vacation. No report.

6.2 Staff Liaison Update: Jon Watson

- Snow Plowing – was a brutal year, but parking restrictions worked.
- Number of homes with frozen pipes (10 to date).
- Pot holes – work to be started very soon.
- Water tower repainting to startup in Spring 2019 with T-Mobile / Verizon equipment removal.
- Water plant repairs and maintenance – getting ready for the Spring.
- Expect more valve replacements this summer on Zane Avenue N. from Brooklyn Boulevard to Highway 610.

6.3 Open Discussion

- Kathy Fraser and Cory Funk both appointed to the METRO Blue Line Extension Community Advisory Committee. Meetings are TBD at this time. More info to come.
- Commissioner Orientation to be held on April 3rd. RSVP your attendance.
- ***Youth Liaison for appointment to CLIC needs to be taken up with Mayor Lunde.
- Chair Fraser will not be able to attend the normally scheduled April and May meetings due to other commitments. May meeting will be held on the normal 2nd Thursday of the month. April meeting date discussion on moving to 4/4 or 4/10.

MOTION Fraser, SECOND Funk, TO MOVE THE THURSDAY, APRIL 11, 2019 MEETING TO WEDNESDAY, APRIL 10, 2019. MOTION PASSED UNANIMOUSLY with no further discussion, subject to meeting room location.

7. ADJOURNMENT

7.1 Adjournment:

MOTION Funk, SECOND Iteghete, TO ADJOURN. MOTION PASSED UNANIMOUSLY.

The meeting was adjourned at 9:20 p.m.

Respectfully Submitted,
Cory Funk