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Thursday, February 13, 2020

7:00 P.M.

Brooklyn Park City Hall – City Council Chambers  
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, Tom Hayes, Heidi Heinzl, Devale Hodge, Sheila Iteghete, Yordanos Kiflu-Martin, Amy Meuers, Erik Meyers, Laura Sell, Robin Turner

City: CLIC Council Liaison Susan Pha and CLIC Staff Liaison Jesse Struve

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If you need these materials in an alternative format or need reasonable accommodations for a Community Long-range Improvement Commission meeting, please provide the City with 72-hours' notice by calling 763-424-8000 or emailing Josie Shardlow at [josie.shardlow@brooklynpark.org](mailto:josie.shardlow@brooklynpark.org). Para asistencia, 763-424-8000; Yog xav tau kev pab, 763-424-8000.

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

### 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 9, 2020 Draft Minutes
- 3.1A CLIC January 9, 2020 Draft Minutes

#### 4. GENERAL AGENDA ITEMS

- 4.1 Greenstep Cities 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 Susan Pha
- 6.2 Staff Liaison Update: Jesse Struve
- 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>           | February 13, 2020 |
| <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>Item:</b>           | Consider Approving CLIC January 9, 2020 Draft Minutes |                                |                   |

**Proposed Action:**

Consider Approving CLIC January 9, 2020 Draft Minutes.

**Overview:**

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**DRAFT**  
**COMMUNITY LONG-RANGE IMPROVEMENT COMMISSION (CLIC)**  
**City of Brooklyn Park**  
**January 9, 2020 CLIC Meeting Minutes**

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I. ORGANIZATIONAL BUSINESS

1. **CALL TO ORDER:** Chair Kathy Fraser called the meeting to order at 7:02 p.m.  
ROLL CALL PRESENT: Etta Gbeizon-Bornor, Doneva Carter, Sarah Dettmann, Cory Funk, Tom Hayes, Sheila Iteghete, Yordanos Kiflu-Martin Amy Meuers, Erik Meyers, Laura Sell, Robin Turner, Kaade Wallace.

**City Staff and Council Present:** Jesse Struve

**ABSENT:** Susan Pa

**EXCUSED:** Heidi Heinzl, Devale Hodge,

Roll Call established that a quorum did exist for CLIC.

2. **APPROVAL AGENDA**

MOTION Funk to approve the agenda, SECOND Carter. MOTION PASSED UNANIMOUSLY APPROVING THE AGENDA.

II. STATUTORY BUSINESS

3. **CONSENT**

3.1 MOTION Hayes, SECOND Sell APPROVING the December 12, 2019 MINUTES as presented as item 3.1A.

4. **GENERAL AGENDA ITEMS**

4.1 Election of Officers

Secretary – Amy Meuers nominated herself 1-Hayes 2-Meyers -motion passes unanimously.

Vice Chair – Erik Meyers was nominated and accepted 1-Sell 2-Carter -motion passes unanimously.

Chair – Kathy Fraser was nominated and accepted 1-Iteghete 2-Carter -motion passes unanimously.

4.2 2020 Work Plan Discussion

4.1A 2019 Work Plan provided for review

- Chair Fraser led the discussion while Struve updated the Workplan live.
- Group finalized the 2020 work plan

Motion Iteghete to adopt 2020 work plan, Second Dettmann. Motion passes unanimously.

## 5. STANDING ITEMS

### 5.1 Age Friendly Brooklyn Park

- No Report.

### 5.2 Communications

- No Report.

### 5.3 Housing Continuum

- Wallace asked “What has taken place with Huntington and where is the sale at?”
  - Once people move out and the place is remodeled, can they move back in after and what effect on rent will there be.
- Brooks Landing – is the City contributing to the remodel? What does this mean and what has taken place.

### 5.4 Redevelopment / Development

- No Report.

### 5.5 Future Planning

- 2040 Comprehensive Plan – no discussions.
- CIP and CEP plans – no discussion
- BP2025 – no discussion.
- Citywide Park System Plan – no discussion.
- Facility 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. No Discussion.

## 6. VERBAL REPORTS AND ANNOUNCEMENTS

### 6.1 City Council Report:

- No Report

### 6.2 Staff Liaison Update:

- Struve mentioned to turn in applications if your term is coming up and you want to remain on the Commission.

### 6.3 Open Discussion

- No Discussion

## 7. ADJOURNMENT

### 7.1 Adjournment:

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

The meeting was adjourned at 8:45 p.m.

Respectfully Submitted,  
Jesse Struve

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

|                        |                             |                                |                   |
|------------------------|-----------------------------|--------------------------------|-------------------|
| <b>Agenda Item:</b>    | 4.1                         | <b>Meeting Date:</b>           | February 13, 2020 |
| <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>           | Diana McKeown     |
| <b>Item:</b>           | Greenstep Cities Discussion |                                |                   |

**Proposed Action:**

**Overview:**

Minnesota GreenStep Cities is a voluntary challenge, assistance and recognition program to help cities achieve their sustainability and quality-of-life goals. This free continuous improvement program, managed by a public-private partnership, is based upon a menu of 29 optional best practices. Each best practice can be implemented, as decided by city elected officials, staff and community members, by completing one or more actions at a 1, 2 or 3-star level, from a list of four to eight actions. These voluntary actions are tailored to all Minnesota cities, focus on cost savings and energy use reduction, and encourage civic innovation.

# City of Brooklyn Park Community Long-Range Improvement Commission

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|------------------------|----------------------------|--------------------------------|-------------------|
| <b>Agenda Item:</b>    | 5.1                        | <b>Meeting Date:</b>           | February 13, 2020 |
| <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>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 2018 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

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|------------------------|----------------|--------------------------------|-------------------|
| <b>Agenda Item:</b>    | 5.2            | <b>Meeting Date:</b>           | February 13, 2020 |
| <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>           | Jesse Struve      |
| <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

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|------------------------|-------------------|--------------------------------|-------------------|
| <b>Agenda Item:</b>    | 5.3               | <b>Meeting Date:</b>           | February 13, 2020 |
| <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>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

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|------------------------|-----------------------------|--------------------------------|-------------------|
| <b>Agenda Item:</b>    | 5.4                         | <b>Meeting Date:</b>           | February 13, 2020 |
| <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>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

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|------------------------|-----------------|--------------------------------|-------------------|
| <b>Agenda Item:</b>    | 5.5             | <b>Meeting Date:</b>           | February 13, 2020 |
| <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

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|------------------------|---|--------------------------------|--------------------------|
| <b>Agenda Item:</b>    | 6.1   | <b>Meeting Date:</b>           | February 13, 2020        |
| <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 Susan Pha |
| <b>Item:</b>           | City Council Report: Council Member Susan Pha |                                |                          |

**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

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|------------------------|------------------------------------|--------------------------------|-------------------|
| <b>Agenda Item:</b>    | 6.2                                | <b>Meeting Date:</b>           | February 13, 2020 |
| <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>Item:</b>           | Staff Liaison Update: Jesse Struve |                                |                   |

**Proposed Action:**

Hear Staff Liaison Update.

**Overview:**

# City of Brooklyn Park Community Long-Range Improvement Commission

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|------------------------|----------------------------------|--------------------------------|-------------------|
| <b>Agenda Item:</b>    | 6.3                              | <b>Meeting Date:</b>           | February 13, 2020 |
| <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>           | February 13, 2020 |
| <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>           | Jesse Struve      |
| <b>Item:</b>           | Adjournment |                                |                   |

**Proposed Action:**

MOTION \_\_\_\_\_, SECONDED BY \_\_\_\_\_, TO ADJOURN THE FEBRUARY 13, 2020 MEETING OF CLIC.

**Overview:**