MONTHLY COMMISSION UPDATE
from the City Manager
November 2020

COMMISSION INFORMATION

City Boards/Commissions Reports

- **Budget Advisory Commission**
  ATTACHMENTS…
  - Cancellation Notice: November 24, 2020
  - Agenda: October 27, 2020
  - Minutes: October 14, 2020

- **Charter Commission**
  ATTACHMENTS…
  - Cancellation Notice: November 11, 2020

- **Community Long-range Improvement Commission**
  ATTACHMENTS…
  - Agenda: November 12, 2020
  - Minutes: October 8, 2020 (draft)

- **Human Rights Commission**
  ATTACHMENTS…
  - Agenda: November 19, 2020
  - Minutes: November 5, 2020 (draft)

- **Planning Commission**
  ATTACHMENTS…
  - Meeting Cancellation Notice: November 12, 2020
  - Meeting Cancellation Notice: November 25, 2020
  - Agenda: October 28, 2020
  - Minutes: October 14, 2020 (draft)

- **Recreation and Parks Advisory Commission**
  ATTACHMENTS…
  - Agenda: November 18, 2020
  - Minutes: October 21, 2020

Reports from Joint Commissions/Other Organizations

- **Metropolitan Airports Commission**
  ATTACHMENTS…
  - Letter: October 20, 2020

- **Shingle Creek and West Mississippi Watershed Management Commissions**
  ATTACHMENTS…
  - Agenda: November 12, 2020
  - Minutes: October 8, 2020 (draft)

* * N O T I C E * *

CITY OF BROOKLYN PARK

THE

BUDGET ADVISORY COMMISSION

MEETING

HAS BEEN CANCELLED

FOR

TUESDAY, NOVEMBER 24, 2020

AT 7:00 P.M.

BROOKLYN PARK CITY HALL
COUNCIL CHAMBERS
5200 85TH AVENUE NORTH
BROOKLYN PARK, MN 55443

NEXT MEETING
TO BE DETERMINED

Posted:
November 4, 2020

Meeting – Tuesday
October 27, 2020
7:00 P.M.

Regular Virtual Meeting via Microsoft Teams
Join Microsoft Teams Meeting
+1 218-302-5973 United States, Duluth (Toll)
Conference ID: 956 886 948#
R

AGENDA
2020 BUDGET ADVISORY COMMISSION
Meeting #198

"The Mission of the BAC is to ensure the long-term fiscal health of the City by providing strategic direction to the Council. Projections and measurements are used to establish priorities that align with the City's Strategic Plan, ensuring resources are invested appropriately to meet the vision and mission of the City."

If you need these materials in an alternative format or need reasonable accommodations for a Budget Advisory Commission meeting, please provide the City with 72-hours notice by calling 763-424-8000 or emailing Josie Shardlow at josie.shardlow@brooklynpark.org. Para asistencia, 763-424-8000; Yog xav tau kev pab, 763-424-8000.

MEMBERS:

Chair:	Eric Pone			
Vice Chair:	Nancy Omondi	Akeem Adeniji	Shannon Gregory	Heidi Ritchie
	Anthony Spears	Mena Vue	Teshite Wako	Hollies Winston

Staff Liaison(s): LaTonia Green – Finance Director
Council Liaison: Mark Mata – Councilmember

1. CALL TO ORDER/ROLL CALL – 7:00 p.m.

2. AGENDA
   2.1 Approval of agenda (7:00 – 7:05)

3. APPROVAL OF MINUTES
   3.1 Approval of October 14, 2020 special meeting minutes (7:05 – 7:10)

4. OLD BUSINESS

5. NEW BUSINESS

   5.a Review presentation draft (7:10-7:45)
   5.b Finalize presentation Council (7:45-8:30)
   5.c Memo and presentation assignments and schedule (8:30-8:55)
   5.d Discussion BAC regular meeting, 11/24/20.

6. REPORTS OF OFFICERS, BOARDS, AND STANDING COMMITTEES

7. CORRESPONDENCE/COMMUNICATIONS

8. ADJOURNMENT – 9:00 p.m.

Next meeting: Presentation to Council, Monday, November 16, 2020 at 7:00 p.m.
Regular meeting: November 24, 2020 at 7:00 p.m.

Wednesday, October 14, 2020
7:00 P.M.

Regular Virtual Meeting via Microsoft Teams
Join Microsoft Teams Meeting
+1 218-302-5973 United States, Duluth (Toll)
Conference ID: 974 033 72#

Minutes of Special Meeting
2020 BUDGET ADVISORY COMMISSION
Meeting #197

"The Mission of the BAC is to ensure the long-term fiscal health of the City by providing strategic direction to the Council. Projections and measurements are used to establish priorities that align with the City's Strategic Plan, ensuring resources are invested appropriately to meet the vision and mission of the City."

Eric Pone, Chair	Present	Anthony Spears	Absent
Nancy Omondi, Vice-Chair	Present	Meno Vue	Present
Akeem Adeniji	Present	Teshite Wako	Present
Shannon Gregory	Present	Hollies Winston	Present
Heidi Ritchie	Present		

Council Liaison, Mark Mata	Absent
Staff Liaison - LaTonia Green	Present
Staff – Jeanette Boit-Kania	Present
Staff – Renée Manning	Present

1. **CALL TO ORDER/ROLL CALL – 7:05 p.m.**

2. **AGENDA**
   2.1 Approval of agenda
   Motion: Shannon Gregory
   Second: Akeem Adeniji
   Motion passed unanimously

3. **CONSIDERATION OF MINUTES**
   3.1 Approval of August 25, 2020 special meeting minutes
   Motion: Heidi Ritchie
   Second: Shannon Gregory
   Motion passed unanimously

4. **OLD BUSINESS**
   None

5. **NEW BUSINESS**

   5.a Review and short discussion on City Manager memo.
   5.b Review of discussion held during the August 25th meeting (no quorum) regarding the content of the commission presentation to council.
   5.c Discussed the direction, content and development of the recommendation to include in the council presentation.
   5.d Vice-Chair Omondi and Commissioner Gregory volunteered to develop the draft presentation with the following points:
   - Public safety and partnerships
   - Budget alignment
   - Racial equity/diversity

6. REPORTS OF OFFICERS, BOARDS, AND STANDING COMMITTEES
   None

7. CORRESPONDENCE AND COMMUNICATIONS
   None

8. ADJOURNMENT
   8.1 Extend meeting for additional five minutes
   Motion: Teshite Wako
   Second: Heidi Ritchie
   Motion passed unanimously

   8.2 Motion to adjourn meeting at 9:08
   Motion: Heidi Ritchie
   Second: Shannon Gregory
   Motion passed unanimously

Respectfully Submitted,

Renée Manning
Senior Accountant

Meeting Cancellation Notice

The Brooklyn Park Charter Commission meeting scheduled for November 11, 2020 has been cancelled.

Devin Montero, City Clerk
November 6, 2020

Thursday, November 12, 2020 **VIRTUAL MEETING VIA MICROSOFT TEAMS**
7:00 P.M.

COMMUNITY LONG-RANGE IMPROVEMENT COMMISSION (CLIC)

CLIC Officers: Kathy Fraser, Chair; Erik Meyers, Vice Chair
CLIC Members: Doneva Carter, Joseph Cooper, Etta Gbeizon-Bornor, Tom Hayes, Patrick Hoth, Sheila Iteghete, Yordanos Kiflu-Martin, Morgan McAdam, Amy Meuers, Brenda Reeves, Laura Sell, Robin Turner, Kaade Wallace
City: CLIC Council Liaison Susan Pha and CLIC Staff Liaison Jesse Struve

All members of the Community Long-range Improvement Commission (CLIC) will participate in the meeting by telephone pursuant to Minnesota Statutes, Section 13D.021 rather than in-person at the CLIC's regular meeting place at City Hall, 5200 85th Avenue North, Brooklyn Park, Minnesota. Members of the public can monitor the CLIC meeting by calling 1-218-302-5973 and entering Meeting ID: 627-926-785 and then pressing # when you are asked to enter a Participant ID.

Members of the public who desire to give input or testimony during the meeting may do so by emailing Jesse Struve at jesse.struve@brooklynpark.org (Subject line: "CLIC").

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. Para asistencia, 763-424-8000; Yog xav tau kev pab, 763-424-8000.

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 October 8, 2020 Draft Minutes
3.1A October 8, 2020 Draft Minutes

4. GENERAL AGENDA ITEMS
4.1 Communication Update
4.2 Speed Limit Policy 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

DRAFT
COMMUNITY LONG-RANGE IMPROVEMENT COMMISSION (CLIC)
City of Brooklyn Park
October 8, 2020 CLIC Meeting Minutes

I. ORGANIZATIONAL BUSINESS

1. CALL TO ORDER: Chair Kathy Fraser called the meeting to order at 7:01 p.m.

ROLL CALL PRESENT: Etta Gbeizon-Bornor, Patrick Hoth (late), Amy Meuers, Kaade Wallace, Laura Sell, Tom Hayes, Erik Meyers, Robin Turner, Sheila Iteghete, Brenda Reeves

City Staff and Council Present: Jesse Struve, Tim Pratt, Councilmember Susan Pha

ABSENT: Doneva Carter, Yordanos Kiflu-Martin, Joseph Cooper, Morgan McAdams

EXCUSED:

Roll Call established that a quorum did exist for CLIC.

2. APPROVAL AGENDA

MOTION Fraser to approve the agenda, SECOND Gbeizon-Bornor. MOTION PASSED UNANIMOUSLY APPROVING THE AGENDA.

II. STATUTORY BUSINESS

3. CONSENT

3.1 MOTION Meyers, SECOND Wallace APPROVING the September 10, 2020 MINUTES with the single edit to move Shawn O'Hanessey from committee member to "Others in Attendance".

4. GENERAL AGENDA ITEMS

4.1 Green Step Cities Update

- Presented by Tim Pratt.
- Brooklyn Park has been designated a Green Step City.
- Green Step is on back order, when it arrives there will be a virtual ceremony.
- There are five steps: the city is now working on step two.
- City will ask for assistance in identifying priorities for step three.

4.2 Speed Limit Policy Discussion

- Presented by Jesse Struve.
- Overview of presentation for City Council Meeting on October 5, 2020.
- New legislation allows for cities to set own speed limits through set policy.
- Three policy options were presented.
- Estimated cost $15-20,000 every 14 years.
- Councilmember Pha shared City Council discussion on need for city-wide policy.

- Discussion of CLIC recommendation for City Council:
    - Majority CLIC members are in favor of lowering neighborhood speed limit to 25mph on residential roads and class II roads (red and blue).
    - Majority of CLIC members are in favor of using the 50th percentile for class II roadways.
    - Majority of CLIC members are in favor of using the 50th percentile for arterial roadways.
- CLIC recommends care in community outreach and communications.

7. ADJOURNMENT

7.1 Adjournment:

MOTION Fraser, SECOND Meyers, TO TABLE OTHER DISCUSSIONS and ADJOURN. MOTION PASSED UNANIMOUSLY.

The meeting was adjourned at 9:10 p.m.
Respectfully Submitted,
Jesse Struve

HUMAN RIGHTS COMMISSION

Virtual Regular Meeting via Microsoft Teams

Thursday, November 19, 2020

6:00 to 8:00 p.m.

Join on your computer or mobile app

Click here to join the meeting

Or call in (audio only)

+1 218-302-5973 United States, Duluth

Phone Conference ID: 977 525 296#

If you need these materials in an alternative format or need reasonable accommodations for a Human Rights Commission meeting, please provide the City with 72-hours' notice by calling 763-493-8005 or emailing Wokie Freeman-Gbogba at wokie.freeman@brooklynpark.org. Para asistencia, 763-424-8000; Yog xav tau kev pab, 763-424-8000.

A G E N D A

1. Call to Order – Vice Chair Mark Hostetler – 6:00 p.m.
2. Roll Call/Attendance –Staff Liaison Wokie Freeman-Gbogba – 6:02 p.m.
3. Approval of Agenda – All – 6:04 p.m.
4. Approval of Minutes from November 5, 2020 Meeting – All – 6:05 p.m.
5. Acknowledge Multicultural Advisory Committee (MAC) members present – Vice Chair Mark Hostetler – 6:08 p.m.
6. Debrief HRC Report to City Council on November 16, 2020 and Discuss Council Feedback – All – 6:10 p.m.
7. Identify Costs Associated with Preliminary Recommendations – Staff Liaison Wokie Freeman-Gbogba – 6:35 p.m.
8. Discuss pursuing Human Rights Training with MAC – Staff Liaison Wokie Freeman-Gbogba – 7:15 p.m.
9. Determine Next Steps – Vice Chair Mark Hostetler – 7:30 p.m.
10. City Council Liaison Report – Council Member Lisa Jacobson – 7:40 p.m.
11. City Staff Report – Staff Liaison Wokie Freeman-Gbogba – 7:45 p.m.
12. Old Business – 7:50 p.m.
13. New Business – 7:55 p.m.
14. Adjournment – All – 8:00 p.m.

HUMAN RIGHTS COMMISSION

DRAFT MINUTES
Date of Meeting: November 5, 2020
City Hall Facility: Virtual Meeting
Time Began: 6:02 p.m.
Time Adjourned: 7:15 p.m.

Meeting Attendance—Commissioners							
		Present				Present	
Member	District	Yes	No	Member	District	Yes	No
Thomas Brooks	West	X		Mark Hostetler	West	X	
Kate Walton	East		X	Christian Eriksen	At-large	X	
Nausheena Hussain	East		X (Excused)	Cindy Shevlin-Woodcock	Central	X	
Minn Wang	Central	X		Scott Volltrauer	At-Large	X	
Aja King	At-large	X		Open	Youth		
Wokie Freeman-Gbogba City Staff Liaison		X		Lisa Jacobson	Council Member Liaison		X

Meeting called to order by Chair Aja King and attendance taken by Staff Liaison Wokie Freeman-Gbogba.

Commissioner Volltrauer moved to approve the agenda. Motion seconded by Commissioner Brooks. Motion approved.

Commissioner Volltrauer moved to approve the minutes from October 15, 2020 with a correction on top of 3rd page to remove the hanging sentence. Motion seconded by Commissioner Brooks. Motion approved.

Recognize Multicultural Advisory Committee (MAC) members present – Chair Aja King
None attended

Discussion about Proposed Preventative Strategies for Policing and Community Engagement (Developed by Staff) – Brooklyn Park City Manager Jay Stroebel, Police Chief Craig Enevoldsen, Recreation and Parks Director Jody Yungers - 6:08 pm
A couple of weeks ago, several staff leaders (City Manager Jay Stroebel, Chief Enevoldsen, Deputy Chief Bruley, Deputy Chief Millburn, Brad Tullberg, Pam McBride, Josie Shardlow, Camille Hepola, and Wokie Freeman-Gbogba- facilitated by Chanté Mitchell) got together to think about some preventative strategies for policing and wanted to present them to the HRC for consideration.

If we're able to be more specific to discuss what specific issues we're trying to resolve, it would be helpful to develop the solutions. Also, what are the expectations of the community?

There is some perception/feeling that the City should be doing some things now and waiting for the results of the evaluation may be too long.
Question about African American Police Academy- This idea came out of a reflection on the demographic of who shows up now to the Police Academy now. This would be a targeted engagement opportunity.

Officer wellbeing – the focus for years has been mostly on physical wellbeing. Now there's a lot of anxiety in officers now about COVID, the results of the case against the officer involved with George Floyd's death. Right now, officers only get one psychological evaluation when they start with the department. There is a lot of trauma that officers are experiencing. Is there an opportunity to engage officers after every critical incident?

Where would these ideas fit in the HRC buckets? Where do we focus? Could there be some priorities?

Appreciates that this list was created and presented to the HRC.

The three critical questions are important. Maybe consider - What does a lack of success look like?

Staff is trying to determine where to apply funding to specific initiatives.

The HRC needs to look at the data to determine what types of calls the PD is getting before making a recommendation. Is there an opportunity for the PD to not go to certain calls?

Some items have a higher price tag – like mental health team. An idea is possibly to have a "Mental Health Corps" where mental health professionals are paid a stipend a month.

There are going to be short-term and long-term solutions. Some of these items won't be fixed overnight. Our current mental health staff works for Hennepin County and because of COVID, is working from home. The Council may need to set some funding aside.

Looking at the recommendation of doing mental health assessment of arrestees in the BP jail could be done with telehealth.

Antonio Smith also was at the meeting and spoke about some items that are taking place in other Cities United cities like VCOP – a virtual community policing (Flock Safety) and a license plate reader on a light pole (Ring Neighbor) – Dekalb County, GA. It's focused on crime deterrence.

A question to Chair King about where would she allocate funding as a mental health professional. Would have more mental health professionals working alongside police officers. Mental health can be acute and it can be chronic. This is related to restorative justice and the mental health court.

One of the biggest hurdles now is the exchange of information. Other things have to be changed before we can make progress. Something has to be interrupted in the process.

A Mental Health Co-response model was brought to the HRC a couple years ago. This may be something to bring back to look at to determine if there are parts that could be incorporated.

The City staff recommended holding about $480,000 for police reform recommendations. Don't be shy about

Determine Next Steps – Chair Aja King

The thoughts are to cross-reference and incorporate them into the recommendations. The commissioners are in favor of doing that, short of the mental health recommendation. There needs to be more discussion about it.

Commissioner Brooks made a motion for Chair King and Commissioner Eriksen to consolidate the lists and create the presentation. Motion seconded by Commissioner Hostetler. Motion approved.

Commissioner Eriksen moved to adjourn the meeting. Motion seconded by Commissioner Brooks. Motion approved.

Minutes respectfully submitted by City Staff Liaison Wokie Freeman-Gbogba.

Brooklyn Park
Community Development

5200 85th Avenue North
Brooklyn Park, MN 55443
763-493-8056

Planning Commission Regular Meeting Agenda

November 12, 2020 – 7:00 pm

City Hall Council Chambers

THERE WILL BE NO MEETING ON THURSDAY, NOVEMBER 12, 2020.

If you need these materials in an alternative format or need reasonable accommodations for a Planning Commission meeting, please provide the City with 72-hour notice by calling 763-424-8000 or emailing Josie Shardlow at josie.shardlow@brooklynpark.org.

Para asistencia, 763-424-8000

Yog xav tau kev pab, 763-424-8000.

PLANNING COMMISSION

Work Session Meeting Agenda

5200 85TH AVENUE NORTH BROOKLYN PARK MN 55443
PHONE (763) 424-8000 FAX (763) 493-8391

Wednesday, November 25, 2020 – 7:00 P.M.
Council Chambers

If due to a disability, you need auxiliary aids or services during a Public Hearing Meeting, please provide the City with 48-hour notice by calling 763-493-8012.

THERE WILL BE NO MEETING ON WEDNESDAY, NOVEMBER 25, 2020.

If you need these materials in an alternative format or need reasonable accommodations for a Planning Commission meeting, please provide the City with 72-hour notice by calling 763-424-8000 or emailing Josie Shardlow at josie.shardlow@brooklynpark.org.

Para asistencia, 763-424-8000

Yog xav tau kev pab, 763-424-8000.

PLANNING COMMISSION

Work Session Meeting Agenda

5200 85TH AVENUE NORTH BROOKLYN PARK MN 55443
PHONE (763) 424-8000 FAX (763) 493-8391

Wednesday, October 28, 2020
7:00 P.M.
Council Chambers

If due to a disability, you need auxiliary aids or services during a Public Hearing Meeting, please provide the City with 48-hour notice by calling 763-493-8012.

1. **CALL TO ORDER**

2. **DISCUSSION ITEMS**
   - **A.** Zoning Code Updates

3. **INFORMATION ITEMS**
   - **A.** None

4. **OTHER BUSINESS**
   - **A.** Approve September 23, 2020 Minutes

5. **ADJOURNMENT**

If you need these materials in an alternative format or need reasonable accommodations for a Planning Commission meeting, please provide the City with 72-hour notice by calling 763-424-8000 or emailing Josie Shardlow at josie.shardlow@brooklynpark.org.

Para asistencia, 763-424-8000

Yog xav tau kev pab, 763-424-8000.

UNAPPROVED MINUTES

MINUTES OF THE BROOKLYN PARK PLANNING COMMISSION
Regular Meeting – October 14, 2020

1. CALL TO ORDER

The meeting was called to order at 7:02 PM.

2. ROLL CALL/PLEDGE OF ALLEGIANCE

Those present were: Commissioners, Husain, Kiekow, Kisch, Mohamed, Muvundamina, and Vosberg; Planning Director Sherman; Senior Planner Larson.

Those not present were: Commissioners Aarestad, Herbers, Morton-Spears and Vosberg; Council Liaison Russell.

3. EXPLANATION BY CHAIR

4. APPROVAL OF AGENDA

MOTION VOSBERG, SECOND HUSAIN TO APPROVE THE OCTOBER 14, 2020 AGENDA.

MOTION CARRIED UNANIMOUSLY.

5. CONSENT AGENDA

A. Minutes – September 9, 2020

B. Christina's Child Care – Time Extension for Conditional Use Permit #19-122 at 7516 Brooklyn Blvd.

MOTION VOSBERG, SECOND MUVUNDAMINS TO APPROVE THE OCTOBER 14, 2020 CONSENT AGENDA.

MOTION CARRIED UNANIMOUSLY.

6. PUBLIC HEARING

A. N1 Motion (Rakim Anim) – Conditional Use Permit #20-122 for a commercial indoor recreational facility over 2,450 square feet at 8376 89th Avenue North.

Senior Planner Larson introduced the application to allow an indoor recreational facility of about 9,200 square feet within the Quantronics Business Park. The zoning code allows for this type of use of this size with a Conditional Use Permit. The space is mostly contained in one level, but there is a small second level mezzanine used for some small workout classes. A site visit revealed several dumpsters misplaced throughout the business park, but staff will be working with the business park property owners to resolve this concern. Staff recommends approval.

Commissioner Chair Kisch opened the public hearing.

Seeing no one approach the podium, Commissioner Chair Kisch closed the public hearing.

Commissioner Kiekow asked where outdoor workout classes be held.

Rakim Anim, the applicant and owner of N1 Motion, explained outdoor classes will be held on the backside of the building near the truck and loading docks where there is open space and low amounts of traffic. They don't anticipate hosting a lot of outdoor classes.

MOTION MOHAMED, SECOND HUSAIN TO RECOMMEND APPROVAL OF CONDITIONAL USE PERMIT #20-122 FOR A COMMERCIAL INDOOR RECREATION FACILITY OVER 2,450 SQUARE FEET AT 8376 89TH AVENUE NORTH, SUBJECT TO CONDITIONS IN THE DRAFT RESOLTUION.

MOTION CARRIED UNANIMOUSLY.

Planning Director Sherman stated all public hearing applications are scheduled to be reviewed at the City Council meeting on October 26, 2020.

B. Raising Cane's (Ben Johnson/Kimley-Horn) – Conditional Use Permit #20-121 for a restaurant with a drive-thru at 5625 96th Avenue North.

Senior Planner Larson introduced the application for a new restaurant that will utilize the rest of the site from the recently developed Panera. The building for Raising Cane's will be similar in size at just under 3,400 square feet with a drive-thru that starts at the southeast corner, wraps around, and exits at the northwest corner. The site and landscaping plan do meet all the zoning requirements. Staff recommends extension of the pedestrian walkway on the site to meet walkability and connectivity intent of the Town Center Zoning District. There is a potential walkway and driveway expansion shown on the plans to the east, but there are no guarantees as to how the neighboring land will develop. If it is a business type use that comes in, a developed pedestrian walkway will give employees a reason to walk over to the restaurant. Zane Avenue borders the site and is up a little higher than the site as it goes over Highway 610, so having a connection to Zane requires a way to move down to the site. There are two walkway connections shown in the site plan, a ramp that meets accessibility slopes and a flight of stars recommend by MN DOT. The applicant does not want to deal with the maintenance of the stairs and prefers to focus on the ramp which is sufficient for City Staff. Staff recommends approval.

Ben Johnson, a civil engineer with Kimley-Horn, introduced himself and Raising Cane's to the Planning Commission.

Commissioner Chair Kisch opened the public hearing.

Seeing no one approach the podium, Commission Chair Kisch closed the public hearing.

Commissioner Vosberg ask for clarification about the ramp and stairs off of Zane down into the parking lot.

Senior Planner Larson explained the ramp along Zane Ave meets ADA slope requirements where it is not too steep, and then the stairs offer a second way to get to the site from Zane Ave. He added the stairs are redundant, and Raising Cane's is not interested in the extra maintenance for

the stairs particularly in the winter. He noted staff agrees the ramp alone is sufficient, so the stairs would be removed from the site plan.

Commissioner Vosberg pointed to condition 4.07 that requires the street trees along Zane Ave must be moved to the east of the sidewalk instead of in the Boulevard. She asked why this would be required.

Senior Planner Larson explained Zane Ave is a Hennepin County roadway with a relatively higher speed limit, and at that speed limit Hennepin County doesn't like trees in the boulevard due as it can be a potential collision hazard. Moving the trees to the east of the sidewalk would be consistent with the other developments along Zane Ave.

Commissioner Vosberg asked about condition 4.09 requiring a future driveway and pedestrian connection in the southeastern portion of the site must connect to future development. She asked if the paperwork will require this to occur, or will it only occur if the proposed development is conducive to a proposed connection.

Senior Planner Larson reiterated that it is unclear as to what type of development could neighbor the restaurant. It may be a medical office user or other retail or restaurants. Instead of requiring something to be built to the property line today that could be placed in the wrong spot, the requirement puts the onus on whatever comes in to build the connection whether it is roadway and walkway or just a walkway. Within the entire 610 Crossings area from Panera all the away over to the townhomes there is a blanket cross-access agreement amongst all the businesses, so the connection doesn't need to be narrowly defined in the Conditional Use Permit, it is just clarifying the right for a connection if it makes sense.

Commissioner Vosberg asked if Raising Cane's would be required to add a sidewalk in 5 years after development is otherwise complete.

Senior Planner Larson clarified the new development would need to put in the connection.

Commissioner Vosberg asked if there is crosswalk to facilitate pedestrians from the nearby townhomes other than the crosswalk at the traffic light.

Senior Planner Larson said the crosswalk is at the light or up at Oak Grove Parkway. He explained land to the west of the site is still undeveloped and the townhomes are to the east connected by sidewalks along 96th Ave. Right now, to the west, there is just a field part of Park Place Promenade that may have an application for development as soon as this winter. Further west is the 610 West Apartments and the Liberty Oaks Townhomes are north of Oak Grove Parkway.

Commissioner Chair Kisch pointed out an existing sidewalk that connects to 96th by the Panera site, he recommended addition a condition to connect the Raising Cane's site by extending the existing sidewalk to the east and to the north. This would reinforce the pedestrian connectivity in the area. He asked if there were bike racks on the site

Senior Planner Larson identified the bike racks on the plans.

Commissioner Mohamed asked if the ramp will be widened further since there won't be stairs.

Senior Planner Larson explained the ramp would be about 5-6 feet wide which is typical of connections in the area. He stated people could try to ride their bikes down the ramp, but it isn't necessarily designed for this to feel comfortable.

Commissioner Mohamed stated his sons are very excited for Raising Cane's. However, he received some feedback that there is a little problem with the drive-thru design with the Maple Grove location. He asked if these difficulties have been addressed with the design for the Brooklyn Park location.

Ben Johnson explained the proposed double drive-thru is a completely different design than the Maple Grove site which allows for more car stacking. Since this site is tucked away on a corner, substantial stacking would be accommodated before having to overflow to the Panera site. He is unaware of specific issues with the Maple Grove drive-thru other than the problems that are common among all drive-thrus at this time. However, the double drive-thru is a design solution to accommodate high demand.

MOTION HUSAIN, SECOND MUVUNDAMINA TO RECOMMEND APPROVAL OF CONDITIONAL USE PERMIT #20-121 FOR A RESTAURANT WITH A DRIVE-THRU AT 5625 96TH AVENUE NORTH, SUBJECT TO CONDITIONS IN THE DRAFT RESOLUTION.

Commissioner Chair Kisch made a friendly amendment to add sidewalk language, as discussed, be added to the resolution.

Commissioners Husain and Muvundamina approved the friendly amendment.

MOTION CARRIED UNANIMOUSLY.

7. OTHER BUSINESS (none)

8. DISCUSSION ITEMS

A. BP 2025 Goals

Josie Shardlow, Community Engagement Manager at the City, presented the Brooklyn Park 2025 plan. In 2016, several community plans were running concurrently, and the City decided to correct for this to get everyone, including Brooklyn Park residents, moving in the same direction. In the summer of 2016, over 900 residents were engaged during the envisioning stage, and the steering committee then drafted the 6 goals identified as BP 2025 with the help of city staff facilitation. The draft goals received feedback that fall from over 1600 people, and the City Council approved the plan in February of 2017. After this, city staff went to work in realigning department strategic plans aligned with BP 2025 and identifying indicators to measure progress towards achieving the goals.

In total, over 2500 people were engaged in the process which was the most community engagement completed up to that point, and this has served as a building point for additional engagement initiatives. 69% of received community input was the result of city staff of going out to meet people in the community such as events, meeting with faith and civic groups, whiteboards up at city buildings and restaurants around town. There was also an online forum and other traditional methods. The other 31% of input was received through 6 community cafes that Brooklyn Park residents received an invitation to in the mail. This allowed for in-depth

conversations among residents as to challenges and solutions to improve and grow the City by 2025. These 6 goals now organize all city work including staff, commissions, and City Council:

- Goal 1: A united welcoming community, strengthen by our diversity.
- Goal 2: Beautiful spaces and quality infrastructure make Brooklyn Park a unique destination.
- Goal 3: A balanced economic environment that empowers businesses and people to thrive.
- Goal 4: People of ages have what they need to feel healthy and safe.
- Goal 5: Partnerships that increase racial and economic equity empower residents and neighborhoods to prosper.
- Goal 6: Effective and engaging government recognized as a leader.

The progress on these goals is updated annually on https://www.brooklynpark.org/brooklyn-park-2025/ which includes story maps, future work, and statistics for each goal. The City also conducts a survey every two years, and in 2019 the survey asked residents for their perception of how the City is doing in achieving these goals, and the aim is to see positive perceptions increase in the upcoming 2021 survey.

Planning Director Sherman added that she plans to start identifying how planning applications and other planning updates fit in to various BP 2025 goals for the Planning Commissions consideration.

Commissioner Chair Kisch asked if staff reports could note and address each goal for future applications.

Planning Director Sherman confirmed this could be added. She also highlighted a few relevant goals for the Planning Commission from the final 2040 Comprehensive Plan that support BP 2025 goals:

- Land Use
    - Attention to nature and recreation
    - Jobs! Jobs! Jobs!
    - Many housing options
    - Integrated ways to get around the City
    - Flexible framework for intentional growth
    - Distinct and inviting community places
    - Design matters!
    - Food and fun

- Housing
    - Housing preservation
    - Affordable and supportive housing
    - Housing services
    - LRT Corridor

- Transportation
    - Providing for multi-modal integrated transportation system that will serve the needs of City residents, employers, workers and visitors.

    - Support the City's development and redevelopment plans
    - Compliment the metropolitan transportation system that lie within the City's boundaries

- Economic Development
    - Promote robust local restaurant, retail, bioscience, precision manufacturing, and services markets
    - Explore opportunity for new business development, especially within historically underserved communities
    - Support human capital development efforts that reinforce workforce, job quality and density goals in Brooklyn Park
    - Identify opportunities to implement community wealth building strategies

9. INFORMATION ITEMS

A. Council Comments

Planning Director Sherman confirmed the Muslim Community Center, DataBank, WoodSpring Suites, and TOD changes to allow warehousing were all approved by the City Council.

B. Commission comments (none)

C. Staff Comments

Planning Director Sherman confirmed there will be a work session October 28 to continue discussion around the zoning code. There are no public hearing items for the November 12 meeting, which is a Thursday night due to Veterans day on November 11. If the Commission decides additional conversations are needed at the time of the October work session, then the November 12 meeting will be reserved to do this.

Senior Planner Larson added that building permits are already being reviewed for DataBank and the new hotel which indicates they will be getting started right away.

Commissioner Kiekow asked if the November 25 work session will be cancelled.

Planning Director Sherman confirmed this is correct as it is typically cancelled since it is the night before Thanksgiving. December also does not typically have a work session.

10. ADJOURNMENT

Commissioner Chair Kisch adjourned the meeting at 7:55 PM.

Respectfully submitted,

Natalie Davis
Planning Program Assistant

Wednesday, November 18, 2020 Recreation & Parks Advisory Commission
6:30 PM
VIRTUAL MICROSOFT TEAMS

A G E N D A

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

1. **CALL TO ORDER/ROLL CALL**

2. **OPEN FORUM-PUBLIC COMMENT AND RESPONSE**

Provides an opportunity for the public to address the Commission on items which are not on the agenda. Public Comment will be limited to 15 minutes (if no one is in attendance for Public Comment, the regular meeting may begin), and it may not be used to make personal attacks, to air personality grievances, to make political endorsements or for political campaign purposes. Individuals should limit their comments to three minutes. Commissioners will not enter into a dialogue with citizens. Questions from the Commission will be for clarification only. Public Comment will not be used as a time for problem solving or reacting to the comments made, but rather for hearing the citizen for informational purposes only.

3. **APPROVAL OF November 18, 2020 AGENDA**

4. **APPROVAL OF MINUTES FROM October 21, 2020 MEETING**

5. **ACTION ITEMS**
    1. WORK PLAN APPROVAL
    2. COOPERATIVE AGREEMENT WITH TRPD ON MGRP / ENA

6. **GENERAL INFORMATION - PRESENTATIONS**
    1. UPDATE ON COVID IMPACT TO WINTER RECREATION PROGRAMS AND SERVICES

7. **OLD BUSINESS**
    1. COUNCIL WORK SESSION ON 2021 BUDGET

8. **WRITTEN REPORTS**
    1. PROGRAM AND EVENTS UPDATE
    2. UPDATE ON PARK BOND REINVESTMENT PROJECTS
    3. UPDATE ON OTHER PARK AND FACILITIES PROJECTS
    4. DIRECTORS REPORT

9. **DISCUSSION ITEMS - NA**

10. **VERBAL REPORTS AND ANNOUNCEMENTS**
    1. COMMISSIONER UPDATES
    2. CITY PLANNING COMMISSION UPDATES
    3. CITA – COMMISSIONER WILSON
    4. KEY TOPICS FOR DISCUSSION AT THE NEXT RPAC MEETING
    5. KEY DATES FOR FUTURE MEETINGS
        A. NO DECEMBER MEETING

11. **ADJOURNMENT**

Wednesday, October 21, 2020
City Council Chambers and Virtual TEAMS Meeting
Recreation & Parks Advisory Commission
Minutes

1. **CALL TO ORDER/ROLL CALL - The Recreation & Parks Advisory Commission meeting was held in in person and virtually and was called to order by Chairperson, Monica Dillenburg at 6:35 P.M.**

   Commission Members present:
   Monica Dillenburg, (Chair)
   Mark Nolen, At-large (Vice Chair)
   Maggie Borer, At-large
   Latrina Caldwell, At-large
   Dwain Erickson, West
   Colleen Groebner, At-large
   Aslam Tajim Hayat, At-large
   Francis Killen, At-large
   Cindi Matthew, Central
   Taylor Murray, East
   Christy Sandberg, East
   Jane Wilson, West

   Terry Parks, City Council Liaison
   Marshell Spears, Planning Commission Liaison

   Brooklyn Park Staff present:
   Jody Yungers, Director of Recreation and Parks
   Brad Tullberg, Parks and Facilities Manager, Recreation and Parks
   Greg Hoag, Parks and Buildings Manager, Operations and Maintenance
   Jeanine Machan, Program Assistant

2. **OPEN FORUM-PUBLIC COMMENT AND RESPONSE**
   None to report.

3. **APPROVAL OF October 21, 2020 AGENDA**
   A Motion was made to approve the October 21, 2020 agenda, Commissioner Erickson; Second: Commissioner Murray. Motion unanimously approved.

4. **APPROVAL OF MINUTES FROM September 16, 2020 MEETING**
   A Motion was made to approve the September 16, 2020 minutes as presented. Commissioner Matthew; Second: Commissioner Killen. Motion unanimously approved.

5. **ACTION ITEMS**
   1. PROGRAM FACILITY ACCESS - POTENTIAL LEASE NORTHWIND PLAZA
      Director Yungers gave a brief update on the continued impact of COVID status of recreation programs and services. Director Yungers noted that one of the biggest impacts is our lack of access to School District facilities (gyms, classrooms, cafeterias) due to school closures and social distance space needs for the school districts.

      She further noted that the decision was made by the City Council not to move forward with investing any money to use the Old Hennepin County Library as a potential temporary program

site. She indicated that all programs need to move inside and the need to address social distancing and cleaning protocol has further complicated the issue, as more space is needed for each class. Currently the staff is focusing on hosting a majority of the programs at the CAC and Zanewood which impacts both the number of classes that can be held and community access to the CAC for space rental.

Director Yungers shared that staff within the Community Development Department made us aware of a retail property within the Northwind Plaza, that at one time was a fitness center. A team from the Recreations and Parks Department has toured the facility and has determined that it is a very viable option and we can use CARES dollars to conduct an assessment of the facilities to determine repairs or construction required to become a temporary useable space for our recreation programming.

Questions:

- Commissioner Erickson asked what this facility would be called? Director Yungers responded that it would be referred to as a temporary recreation center.
- City Councilmember Parks asked where this facility is located? Director Yungers responded it is at the northeast corner of Brooklyn Boulevard and West Broadway.
- Chairperson Dillenburg asked where does the CARES dollars come from? Director Yungers responded that CARES is a Federal funded recovery stimulus money in response to COVID-19. It was designated to help cities respond to COVID unanticipated expenses and to provide economic support to residents and businesses.
- City Councilmember Parks explained why the Old Hennepin County Library was not used due to the amount of money needed to fix it up was too extensive for the return on investment.
- Commissioner Matthew asked what is the deadline to make a decision to use the CARES dollars? Director Yungers responded the CARES monies must be identified and purchased by November 15 and delivered by December 15th.
- Chairperson Dillenburg commented that the city youth has been greatly impacted by COVID and the isolation. It is affecting their social-emotional growth and learning.
- Commissioner Borer commented there is a lot of talk that an increase in air borne diseases are possible for the future and it is wise that we are looking at alternatives to be prepared.

6. GENERAL INFORMATION - PRESENTATIONS

1. PARK PROJECT HIGHLIGHTS – RIVER PARK
   Director Yungers provided an update of the construction progress at River Park with a PowerPoint presentation (see attached). A projected Grand Reopening is anticipated for August 1st, 2021.
   Questions or Comments:
   - Commissioner Borer stated that the additions look incredible.
   - Chairperson Dillenburg asked if the park is closed? Director Yungers responded yes, it was necessary due to the heavy equipment and materials and a couple of close calls safety incidents with residents, therefore the decision was made to close.

7. OLD BUSINESS

1. MEMORIAL OF RON WELDE - NOBLE TENNIS COURT
2. OAKGROVE TRAIL CONNECTION AGREEMENT
3. FIRE SURPRESSION CHANGE ORDER FOR NORTH WOODS

4. AARP NETWORK OF AGE FRIENDLY STATE AND COMMUNITIES APPLICATION
5. PURCHASE OF OLD HENNEPIN COUNTY LIBRARY

Questions or Comments:

- Chairperson Dillenburg asked if the Ron Welde Memorial was approved by the City Council? Director Yungers responded yes.
- Chairperson Dillenburg asked if there will be difficulty in applying for the AARP Network of Age Friendly State and Communities recognition? Director Yungers responded the application has changed due the President's decision to sever ties with the World Health Organization. With it being strictly an AARP program that has been simplified and the department staff having already completed a lot of the requirements, it should be awarded.

8. WRITTEN REPORTS

1. PROGRAM AND EVENTS UPDATE
2. UPDATE ON PARK BOND REINVESTMENT PROJECTS
3. UPDATE ON OTHER PARK AND FACILITIES PROJECTS
4. DIRECTORS REPORT
   A. NPS - ALTERNATIVE TRANSPORTATION GRANT ENVIRONMENTAL NATURE AREA
   B. ACTIVE LIVING HENNEPIN COMMUNITIES - $10,000 RACIAL EQUITY GRANT
   C. GRANT APPLICATION LEGACY HISTORICAL PRESERVATION GRANT FOR HISTORIC EIDEM FARM

Questions or Comments:

- Operations Manager Hoag reported that the State Bonding Bill passed that included the Three Rivers Park Mississippi Gateway reconstruction ($5 M). However, CITA did not.
- Commissioner Murray asked is there is a temporary crossing from ENA to the MGRP until the tunnel is constructed? Director Yungers indicated that if we do not receive the grant funding for the tunnel that we would be sure to have some controls at the crossing, while yet to be decided, could include a controlled beacon activated light.
- Commissioner Erickson ask about the status of CITA? Director Yungers responded that the requested State funding did not pass this year. The committee is looking to hire a fund developer to put together a campaign to raise funds and to get the community involved.
- Commissioner Erickson asked if Metro State backed out? Director Yungers responded yes.
- Commissioner Wilson stated that it is not unusual for requested funds not to make it through the state the first time or even the second request.

9. DISCUSSION ITEMS

1. RPAC WORK PLAN 2021

Director Yungers shared the 2020 Department Work Plan that RPAC approved last year. Commission members identified priority items that they wanted staff to focus on. Director Yungers noted that the Mayor and Council wanted Commission to identify up to three to four goals of focus that the Commissions would work to support.

Director Yungers opened the discussion for feedback from the Commission on these policies or other areas the commissioners would want to see advanced:

- Chairperson Dillenburg stated that with COVID we learned other ways to offer programming, are we going to continue to provide some of these options? Director Yungers gave the example of the drive-in movies as a program that will continue.
- Commissioner Murray stated that he would request that more opportunities for local police involvement in recreation programming be explored. Director Yungers stated that

the City Manager, Police Chief, Director Yungers and Youth Services Manager McBride, met to discuss what Recreation and Park's role in police reform might be. One of the keys areas of police reform that has been identified is upstream programs that prevent youth violence and / or stop the racial inequity within certain systems.

- Commissioner Killen asked what a reconsideration of amplified sound might look like? Director Yungers responded that the issue with amplified sound is the clash between neighbors and the communities that want to have sound at park gatherings. Oak Grove Park was designated as a primary location where controlled amplified sound is approved. However, gatherings with sound are happening at several parks. As more housing development has occurred, the Oak Grove neighborhoods are requesting the city to develop a policy.
- Commissioner Groebner asked if more recreation activities can be moved outdoors this winter? Director Yungers responded that the Recreation team is working to provide more activities for the winter and that it has been recognized as a priority.
- Chairperson Dillenburg would like to see Age-Friendly activities with COVID restrictions planned for all seasons. Including involvement of all ages of our community.
- Commissioner Erickson is concerned about the seniors in the community and the isolation they are experiencing with COVID. Also, of concern is the partnership we have with D'Amico at the US Edinburgh restaurant. How are they doing? Director Yungers replied the staff have been meeting with D'Amico management. D'Amico will be presenting to the EDA (Council) at its November meeting a summary of 2020 season and recommendation for any new initiatives in 2021.
- Commissioner Borer stated there is interest in combining old and young in programming. Possibly even virtual programming. Director Yungers replied that there is a plan to provide intergenerational programming. However, COVID has delayed this. The idea of virtual programming is a great suggestion.
- Commissioner Erickson ask if we could do an open forum to provide ideas for discussion? Operations Manager Hoag responded that based on open meeting rules the public would have to be involved, which would be logistically impossible so it cannot be a "reply all". It was decided that Secretary Machan would send an email requesting the commissioners to reply only to her with their top 3 items from the list that was complied; Age-Friendly community, program facility access, amplified sound, encroachment, programming around racial equity and police reform.

The resulting discussion among Commission Members identified the following priorities: Age-Friendly, Programming Facility Access, Program Racial Equality, Police Reform, Sound Amplified, Encroachment. These will be reported to the commission for final action and consensus at the November meeting.

10. VERBAL REPORTS AND ANNOUNCEMENTS

1. COMMISSIONER UPDATES
   None reported
2. CITY PLANNING COMMISSION UPDATES
   City Council Member Parks reported that the City Council is working on the 2021 Budgets, November 2020 elections, Police Reform measures. Brooklyn Park is the site for a new COVID testing site.
3. CITA – COMMISSIONER WILSON
   Current information was covered earlier.
4. KEY TOPICS FOR DISCUSSION AT THE NEXT RPAC MEETING

APPROVAL OF RPAC WORK PLAN 2021

City Council Member Parks stated the City Council requested the city departments limit their 2021 Work Plan goals to 3 – 4. It is more important to complete goals versus have a large list of uncompleted items.

5. KEY DATES FOR FUTURE MEETINGS

   It was decided that there will not be a December meeting.

11. ADJOURNMENT

A MOTION WAS MADE BY Commissioner Matthew TO CLOSE THE MEETING, SECOND BY Commissioner Murray. Motion unanimously approved. Adjourned by Chair Dillenburg was at 8:22 PM

Metropolitan Airports Commission

6040 - 28th Avenue South, Minneapolis, MN 55450 • 612-726-8100 • metroairports.org

October 20, 2020

RE: 2021-2027 CAPITAL IMPROVEMENT PROGRAM
METROPOLITAN AIRPORTS COMMISSION (MAC)

Dear Interested Parties:

The minutes of the September 2020 Commission meeting were approved at the October 19, 2020 Commission meeting. These minutes include the approval of the preliminary 2021-2027 Capital Improvement Program.

MAC meetings are now videotaped and can be downloaded and viewed by going to: https://metroairports.org/airport-authority/metropolitan-airports-commission/public-meetings.

Meeting archives are arranged by date, with the most recent at the top of the list. Click **Video** to watch the meeting with documents or **Agenda / Minutes** to view just the documents. You can also search available documents for specific topics by typing keywords into the Search box. Videos can be viewed on most computers and on a range of popular mobile devices. For additional information about viewing videos from this website, please read the minimum system requirements, which are also found on the above-listed link.

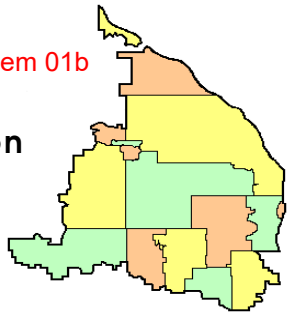
Sincerely,

Heather J. Leide
Director of Airport Development

lrk

c: Bridget Rief, MAC
Jenn Felger, MAC
Toni Howell, MAC
CIP File

item 01b



Shingle Creek Watershed Management Commission

West Mississippi Watershed Management Commission

3235 Fernbrook Lane N • Plymouth, MN 55447
Tel: 763.553.1144 • Fax: 763.553.9326
Email: judie@jass.biz • Website: www.shinglecreek.org

A combined regular meeting of the Shingle Creek (SC) and West Mississippi (WM) Watershed Management Commissions will be convened Thursday, November 12, 2020, at 12:45 p.m. Agenda items are available at **http://www.shinglecreek.org/minutes--meeting-packets.html**. *Black typeface denotes SCWM items, blue denotes SC items, green denotes WM items.*

To join the meeting, click https://zoom.us/j/834887565 or go to www.zoom.us and click Join A Meeting. The meeting ID is **834-887-565.** The passcode for this meeting is **water.**

If your computer is not equipped with audio capability, dial into one of these numbers: +1 929 205 6099 US (New York) | +1 312 626 6799 US (Chicago) | +1 253 215 8782 US | +1 669 900 6833 US (San Jose) | +1 346 248 7799 US (Houston) | +1 301 715 8592 US

		1.	Call to Order.
	SCWM	a.	Roll Call.
√	SCWM	b.	Approve Agenda.*
√	SCWM	c.	Approve Minutes of Last Meeting.*
		2.	Reports.
√	SC	a.	Treasurer's Report and Claims** - voice vote.
√	WM	b.	Treasurer's Report and Claims** - voice vote.
		3.	Open forum.
	SC	a.	Brooks Landing – presentation.
		4.	Project Reviews.
		5.	Watershed Management Plan.
		6.	Water Quality.
√	WM	a.	Replace Datalogger.*
	SC	b.	Ryan Lake Outlet - presentation.
	SC	c.	City of Crystal Street Flooding Modeling - presentation.
	SC	d.	Meadow Lake Drawdown - update.
		7.	Grant Opportunities.
	SCWM	a.	Hennepin County Opportunity Grants.*
√	SC	1)	Robbinsdale project.**
	SC	b.	SRP Reduction Project
		1)	Final results and next steps.*
√	SC	2)	Authorize Hennepin County Opportunity Grant Application.*
		a)	Grant Program.*
		8.	Education and Public Outreach.**
	SCWM	a.	Next WMWA meeting – 8:30 a.m., Tuesday, December 8, 2020. *Virtual meeting at* https://us02web.zoom.us/j/922390839?pwd=RU95T2ttL3FzQmxHcU9jcFhDdng1QT09 Meeting ID: 922 390 839 | Passcode: water | or by phone: +1 301 715 8592.
	SCWM	9.	Staff Report.*
		a.	Crystal Lake Management Plan.
		b.	Bass and Pomerleau Lakes.
		c.	Education and Outreach.
		10.	Communications.
	SCWM	a.	Communications Log.*
		11.	Other Business.
		12.	Adjournment.

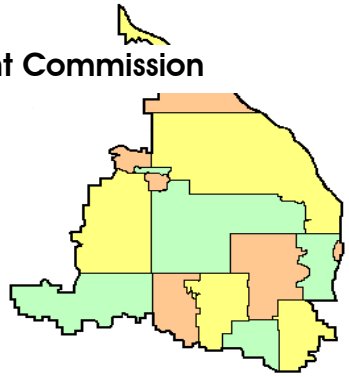
Z:\Shingle Creek\Meetings\Meetings 2020\11 Agenda Regular meeting .docx

* In meeting packet or emailed ** Supplemental email / Available at meeting

Previously transmitted * Available on website √ Item requires action

Shingle Creek Watershed Management Commission
West Mississippi Watershed Management Commission

3235 Fernbrook Lane N • Plymouth, MN 55447
Tel: 763.553.1144 • Fax: 763.553.9326
Email: judie@jass.biz • Website: www.shinglecreek.org



REGULAR MEETING MINUTES
October 8, 2020
(Action by the SCWMC appears in blue, by the WMWMC in green and shared information in black.
*indicates items included in the meeting packet.)

I. A joint virtual meeting of the Shingle Creek Watershed Management Commission and the West Mississippi Watershed Management Commission was called to order by Shingle Creek Chairman Andy Polzin at 12:45 p.m. on Thursday, October 8, 2020.

Present for Shingle Creek were: David Vlasin, Brooklyn Center; Burton Orred, Jr., Crystal; Karen Jaeger, Maple Grove; Ray Schoch, Minneapolis; Bill Wills, New Hope; John Roach, Osseo; Andy Polzin, Plymouth; Wayne Sicora, Robbinsdale; Ed Matthiesen, Wenck Associates, Inc.; Troy Gilchrist, Kennedy & Graven; and Judie Anderson and Amy Juntunen, JASS.

Not represented: Brooklyn Park.

Present for West Mississippi were: David Vlasin, Brooklyn Center, Alex Prasch, Brooklyn Park; Gerry Butcher, Champlin; Karen Jaeger, Maple Grove; Harold E. Johnson, Osseo; Ed Matthiesen, Wenck Associates, Inc.; Troy Gilchrist, Kennedy & Graven; and Judie Anderson and Amy Juntunen, JASS.

Also present were: Mitch Robinson, Brooklyn Park; Derek Asche, Maple Grove; Bob Grant and Megan Hedstrom, New Hope; Ben Scharenbroich and Amy Riegel, Plymouth; Richard McCoy and Marta Roser, Robbinsdale.

II. Agendas and Minutes.

Motion by Schoch, second by Jaeger to approve the **Shingle Creek agenda.*** *Motion carried unanimously.*

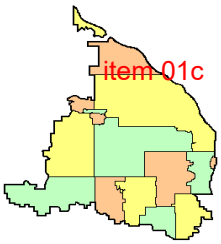
Motion by Butcher, second by Prasch to approve the **West Mississippi agenda.*** *Motion carried unanimously.*

Motion by Jaeger, second by Schoch to approve the **minutes of the September 10, 2020 regular meeting and public hearing.*** *Motion carried unanimously.*

Motion by Johnson, second by Jaeger to approve the **minutes of the September 10, 2020 regular meeting and public hearing.*** *Motion carried unanimously.*

III. Finances and Reports.

A. Motion by Schoch, second by Orred to approve the Shingle Creek **October Treasurer's Report* and claims** totaling $79,957.07. Voting aye: Vlasin, Orred, Jaeger, Schoch, Wills, Roach, Polzin, and Sicora; voting nay – none; absent: Brooklyn Park.



B. Motion by Butcher, second by Jaeger to approve the **West Mississippi October Treasurer's Report* and claims** totaling $11,612.35. Voting aye: Vlasin, Prasch, Butcher, Jaeger, and Johnson; voting nay – none.

IV. Open Forum.

Orred inquired about the status of the MAC Boardwalk expansion (Project Review SC2020-008, approved last month). Three Rivers Park District stated they were uncertain when the next phase of this project will occur. They reported that the lumber bids came in over budget and with a long lead time. The District is planning to rebid the project in late winter/early spring when, hopefully, lumber prices have come back down. This will give the contractors enough lead time to order the materials and allow for the opportunity of a January/February 2022 installation.

V. Project Reviews.

A. SC2020-009 Bass Lake Shoreline Restoration, Plymouth. The proposed project is the shoreline restoration of a private property on Bass Lake. Existing shoreline boulders will be moved and lined underneath with MnDOT 3733 fabric liner. A buffer with landscaped wetland vegetation is proposed on the west side of the property. No increase in impervious surface is proposed. The complete project review application was received on September 21, 2020.

The erosion control plan includes a silt fence along the lake shoreline and construction limits. The erosion control plan meets Commission requirements.

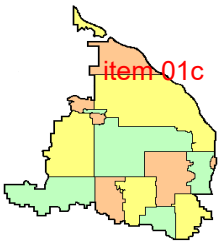
The site is located on the shoreline of Bass Lake, a DNR Public Water. Bass Lake is impaired for nutrients. The proposed project is not anticipated to negatively impact the lake's impairment status. The applicant meets Commission Public Waters requirements.

There is a FEMA-regulated floodplain on this site; however, no floodplain fill is proposed. The applicant meets Commission floodplain requirements.

Motion by Schoch, second by Orred to advise the City of Plymouth that project SC2020-009 is approved with no conditions. *Motion carried unanimously.*

B. Revised Project Review Fee Schedule.* As part of the 2021 budget process Staff looked at the project review fees to see if they are adequately covering costs. The fee structure is intended to *on average* recapture the costs of undertaking the reviews, which may include meetings with agency or applicant representatives and special analyses such as hydrologic and hydraulic modeling or floodplain calculations. The intent is to limit both undercharging and overcharging individual projects. (The project review fees were last revised effective October 2014.)

The Technical Advisory Committee (TAC) has discussed the project review fee structure, looking at the schedules for Bassett Creek and Elm Creek for comparison. Staff also looked more closely at the effort to complete the last few years of reviews where the cost exceeded the fee received or where the fee greatly exceeded the cost to review. There was no one reason why, but projects with floodplain impacts, stream crossings, or complicated, lengthy highway projects generally required more effort to review. In addition, there are some projects that require the applicant to rework and resubmit details, quickly increasing the time required to review. And many of the largest projects at the top tier were in the Arbor Lakes or the Highway 610 corridor, where regional stormwater management simplifies the analysis required for the project review.



The TAC previously discussed two options: (1) a structure that charges a base fee and adds additional fees for specialized reviews such as Bassett; and (2) an escrow structure where the applicant pays the actual cost to complete the review such as Elm Creek. The TAC leaned toward the first option.

1. Condense the top two tiers for both residential and commercial sites to a single tier.

2. Separate city street and county/state linear projects into separate tiers. County and state projects often require one or more meeting with those agencies at various design stages, requiring more work than city projects.

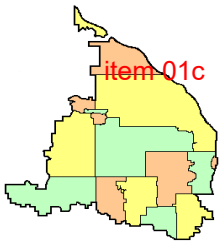
3. Linear projects impacting multiple jurisdictions such as light rail or major highway projects should be determined by negotiation.

4. Add separate add-on fees for projects needing analysis of manufactured treatment devices, floodplain impacts or crossings that may require H & H modeling and verification.

The following table shows the current fee structure and Staff/TAC recommendations.

Project Fees		Current	Suggested
Single Family Lot		$300	$300
Single Family Residential Development, density less than 3 units per acre			
	Total Site <15 acres	1,500	1,800
	Total Site 15+ acres	1,800	2,000
All Other Development			
	Total Site <5 acres	1,700	1,800
	Total Site 5-9.99 acres	2,200	2,200
	Total Site 10+ acres	2,200	2,500
Variance Escrow		2,000	2,000
City street or utility project		1,100	1,100
County or state highway project			2,000
Linear project impacting multiple jurisdictions			Negotiated fee
Additions to Base Fee			
Projects using Manufactured Treatment Devices (fee per type of device)			500
Projects with floodplain impacts			300
Projects with stream crossings			1,000
Wetlands:			
Wetland delineation review		300	300
Wetland replacement plan escrow		1,500	1,500
Monitoring and reporting deposit		1,500	1,500
Wetland replacement escrow		varies	varies

Motion by Schoch, second by Orred to approve the Shingle Creek project review schedule as revised, effective January 1, 2021. *Motion carried unanimously.*



Motion by Butcher, second by Jaeger to approve the West Mississippi project review schedule as revised, effective January 1, 2021. *Motion carried unanimously.*

VI. Watershed Management Plan.

VII. Water Quality.

VIII. Grant Opportunities - BWSR Watershed Based Implementation Funding (WBIF).

Included in the meeting packet are the notes* from Meeting #4 held on September 23, 2020. The purpose of the meeting was to review the projects submitted and ranked by the partnership. Diane Spector, Wenck Associates, represented the SC/WM Commissions.

The Shingle Creek Commission submitted the Meadow Lake Management Plan ($40,000) and the Connections II ($70,000) projects. Since both projects were also submitted to the BWSR Clean Water Fund grant program, Staff submitted as the WBIF grant request the Commission match portion of the projects' costs. Should both the CWF and WBIF grants be approved, the Commission would be able to fully fund those projects from grants. The Commission has also certified a levy for both projects. Levy funds received that are not necessary to fund the projects will be transferred to the Closed Projects Account and become available to fund other projects. No projects from West Mississippi were submitted for WBIF funding.

The available WBIF grant funds total $874,153.

The partnership developed a scoring process. Each of the twelve partners scored each project from 1 (low) to 5 (high) for its water quality benefits and secondary benefits. The water quality score was weighed at 70% of the total score for the project, and the secondary benefits score was weighed at 30%. The scores were averaged across the twelve partners and the projects ranked by total average score.

The Meadow Lake project earned the highest total score (4.43); the Connections II project ranked fifth, earning a total score of 3.73. The funding recommendations for both projects were the total amounts requested.

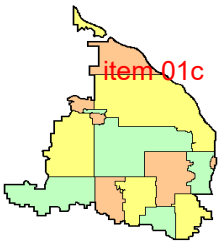
Also included in the meeting packet was Staff's memo* recommending acceptance of the grants and authorization to submit works plans for the two projects. Motion by Schoch, second by Wills to approve Staff's recommendation to accept the grants and authorize them to submit the work plans for these two projects. *Motion carried unanimously.*

IX. Education and Public Outreach.

The **West Metro Water Alliance (WMWA)** will meet on Tuesday, October 13, 2020. The WMWA Zoom number is https://us02web.zoom.us/j/922390839 or call in at any of these numbers using **meeting ID: 922 390 839:** (1) +1 301 715 8592 US (Germantown); (2) +1 312 626 6799 US (Chicago); (3) +1 929 205 6099 US (New York); or (4) +1 253 215 8782 US (Tacoma) The WMWA meeting **passcode is 545059.**

X. Staff Report.*

A. Lake and Stream Monitoring. The final lake monitoring for the year has been completed. Stream monitoring will continue biweekly through the end October. Stream chloride sampling will continue monthly through the winter. Two DO longitudinal studies have been completed on Bass and Shingle Creeks, one in late July and one in late August. The goal of a longitudinal study is to assess the DO conditions across the entire stream in rapid succession. At 6 a.m. the field technician starts at the most upstream site, in this case Bass Creek just west of I-494, and takes a DO reading, then moves downstream to the next site and takes a reading, and so on until she reaches the confluence with the Mississippi River just after 9 am. These readings are early in the day, after DO has been depleted overnight and the values



are at their lowest. She returns at 3 p.m. and repeats the process after photosynthesis in the stream has raised DO and the values are at their highest. This provides both a snapshot of overall conditions as well as an understanding of the daily range of DO concentrations. The state standard for streams such as Shingle Creek is to maintain a minimum concentration of 5 mg/L of D. Except for a few locations, most of the 22 sites tested fell below 5 mg/L in the early morning, with the lowest concentration 0.4 mg/L of DO. All the sites were above 5.0 mg/L by midafternoon. Staff will be working on the Shingle and Bass Creeks DO and Biotic TMDL 5 Year Review this winter.

B. SRP Reduction Project. The conditions have been dry these days so not much water sampling has occurred. Samples of the media were collected and sent to a lab for P-saturation analysis to determine whether the media can still adsorb P. The results show none of the media are fully saturated yet.

C. Crystal Lake Management Plan. In the past few weeks Staff undertook a Crystal Lake carp population assessment This is done using a standardized method to sample the population and an equation to convert the results of the survey into an estimate of population and total biomass. While those final calculations haven't been completed yet, Staff caught between 20-40 carp on each transect totaling about 60-80 carp in one hour. Most of the fish were 1-4 pounds and appear to be from a similar recruitment year. To refine the estimate and age distribution, 50 of the fish were euthanized and had their otoliths (inner ear structures) extracted for aging analysis. These samples were preserved and have been sent to a subcontractor for an aging analysis. Once the results come back, the Commission will have an estimate of the biomass, population, and age structure for the carp in Crystal Lake.

D. Bass and Pomerleau Lakes. The second alum treatment will occur the week of October 12 and will be completed by the end of the week. Next spring, Staff will take final sediment cores to determine if the sediment release has been successfully reduced to the goal rate. Staff will also survey the curly-leaf pondweed and complete a third treatment.

E. Meadow Lake Drawdown. Wenck conducted a fisheries and turtle survey, collected zooplankton and phytoplankton samples, and completed the fall SAV (submersed aquatic vegetation) survey. The fisheries survey found over 30,000 fathead minnows and no other fish species. Also captured were a few invasive rusty crayfish and a handful of painted turtles. The SAV survey was encouraging. Elodea (Canadian waterweed) dominated the biomass and was found throughout the lake. Staff also observed narrowleaf pondweed, coontail, multiple duckweed species, and arrowhead growing along the shore. Staff completed the feasibility report that will be submitted to the DNR with the water appropriation permit and it is currently being reviewed by the city and the lake association.

XI. Communications.

September Communications Log.* No items required action.

XII. Other Business.

XIII. Adjournment. There being no further business before the Commissions, the joint meeting was adjourned at 1:46 p.m.

Respectfully submitted,

Judie A. Anderson, Recording Secretary
JAA:tim

Z:\Shingle Creek\Meetings\Meetings 2020\October 8 2020 minutes.docx