COMMISSION INFORMATION

Events/Other Attachments


City Boards/Commissions Reports

- **Budget Advisory Commission**
  ATTACHMENTS…
  - Cancellation Notice: November 24, 2020
  - Minutes: October 27, 2020 (draft)

- **Charter Commission**
  ATTACHMENTS…
  - Agenda: January 13, 2021
  - Minutes: September 9, 2020 (draft)
  - Minutes: October 14, 2020 (draft)
  - Minutes: December 9, 2020 (draft)

- **Community Long-range Improvement Commission**
  ATTACHMENTS…
  - Agenda: January 14, 2021
  - Minutes: December 10, 2020 (draft)

- **Human Rights Commission**
  ATTACHMENTS…
  - Minutes: December 17, 2020 (draft)

- **Planning Commission**
  ATTACHMENTS…
  - Cancellation Notice: December 23, 2020
  - Agenda: January 13, 2021

- **Recreation and Parks Advisory Commission**
  ATTACHMENTS…
  - Cancellation Notice: December 16, 2020
  - Agenda: January 20, 2021
Reports from Joint Commissions/Other Organizations

- Shingle Creek and West Mississippi Watershed Management Commissions
  ATTACHMENTS…
    - Agenda: January 14, 2021
    - Minutes: December 10, 2020 (draft)
<table>
<thead>
<tr>
<th>Commissioner</th>
<th>Term Expire (June)</th>
<th>1/28</th>
<th>2/25-C</th>
<th>03/05 (No Quorum)</th>
<th>3/24-C</th>
<th>4/28-C</th>
<th>5/26-C</th>
<th>6/23</th>
<th>Special Meeting 7/15</th>
<th>Special Meeting 8/12</th>
<th>8/25</th>
<th>9/22 (No Quorum)</th>
<th>10/14</th>
<th>10/27</th>
<th>11/24</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adeniji, Akeem</td>
<td>4/1/2022</td>
<td>X*</td>
<td>C</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Gregory, Shannon</td>
<td>4/1/2022</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
<td>X</td>
<td>A</td>
<td>A</td>
<td>A</td>
<td>X</td>
<td>X</td>
<td>A</td>
</tr>
<tr>
<td>Murphy, Kathryn</td>
<td>4/1/2020</td>
<td>A</td>
<td>C</td>
<td>A*</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
<td>A*</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Omondi, Nancy (Vice-Chair)</td>
<td>4/1/2023</td>
<td>X</td>
<td>C</td>
<td>A*</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Pone, Eric (Chair)</td>
<td>4/1/2022</td>
<td>X</td>
<td>C</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Ritchie, Heidi</td>
<td>4/1/2023</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td></td>
<td></td>
<td></td>
<td>X**</td>
<td>X**</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Spears, Anthony</td>
<td>4/1/2023</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
<td>A*</td>
<td>A</td>
<td>A</td>
<td>A</td>
<td>A</td>
<td>A</td>
<td>A</td>
</tr>
<tr>
<td>Vue, Mena Xiong</td>
<td>4/1/2021</td>
<td>X</td>
<td>C</td>
<td>A*</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
<td>A*</td>
<td>X</td>
<td>A</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Wako, Teshite</td>
<td>4/1/2021</td>
<td>A*</td>
<td>C</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Winston, Hollies</td>
<td>4/1/2021</td>
<td>X</td>
<td>C</td>
<td>A*</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
<td>A*</td>
<td>A</td>
<td>X</td>
<td>A</td>
<td>X</td>
<td>X</td>
<td>A</td>
</tr>
</tbody>
</table>

**Legend**

- **X** = Present
- **X** = Came Late
- **X** = Left Early
- **R** = Resigned
- **C** = Canceled
- **S** = Special
- **NA** = Appointed After This Meeting
- **A** = Absent
- **CC** = Liaison
- **Staff**

Meeting canceled.
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Barbara Bor</td>
<td>X</td>
<td>A</td>
<td>X</td>
<td>C</td>
<td>C</td>
<td>C</td>
<td>C</td>
<td>C</td>
<td>X</td>
<td>X</td>
<td>C</td>
<td>A</td>
</tr>
<tr>
<td>Gordy Aune</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>A</td>
<td>A</td>
<td>A</td>
<td>A</td>
<td>A</td>
<td>R</td>
<td>A</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mary Ann Bishman</td>
<td>A*</td>
<td>X</td>
<td>X</td>
<td>N</td>
<td>N</td>
<td>N</td>
<td>N</td>
<td>A</td>
<td>N</td>
<td>N</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Teferi Fufa</td>
<td>-</td>
<td>-</td>
<td>X</td>
<td>C</td>
<td>C</td>
<td>C</td>
<td>C</td>
<td>C</td>
<td>X</td>
<td>X</td>
<td>C</td>
<td>X</td>
</tr>
<tr>
<td>John Hultquist</td>
<td>X</td>
<td>A*</td>
<td>X</td>
<td>E</td>
<td>E</td>
<td>E</td>
<td>E</td>
<td>E</td>
<td>X</td>
<td>X</td>
<td>E</td>
<td>E</td>
</tr>
<tr>
<td>John Irvin</td>
<td>A</td>
<td>X</td>
<td>X</td>
<td>L</td>
<td>L</td>
<td>L</td>
<td>L</td>
<td>L</td>
<td>X</td>
<td>X</td>
<td>L</td>
<td>A</td>
</tr>
<tr>
<td>Susan Mabera</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Andrew Schmid</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dennis Secara</td>
<td>X</td>
<td>X</td>
<td>A*</td>
<td>D</td>
<td>D</td>
<td>D</td>
<td>D</td>
<td>D</td>
<td>X</td>
<td>X</td>
<td>D</td>
<td>X</td>
</tr>
<tr>
<td>Scott Simmons</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>David Williams</td>
<td>A*</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Evans Odhiambo</td>
<td>A</td>
<td>A</td>
<td>A</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Beatrice Otieno</td>
<td>A*</td>
<td>A</td>
<td>A*</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| COUNCIL AND STAFF LIAISONS | | | | | | | | | | | |
|-----------------------------| | | | | | | | | | | |
| CM Tonja West-Hafner        | X | A* | X | | | | | | | | |
| Devin Montero, Staff        | X | X | X | | | | | | | | |

X = In Attendance  
A* = Notified Absent  
A = Absent  
R = Resigned
## 2020 Attendance - COMMUNITY LONG-RANGE IMPROVEMENT COMMISSION

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Etta Gbeizon-Bornor</td>
<td>At Large</td>
<td>4/1/2021</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Doneva Carter</td>
<td>West</td>
<td>4/1/2022</td>
<td>A</td>
<td>A</td>
<td>A</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Joseph Cooper</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>A</td>
<td>A</td>
<td>A</td>
<td>A</td>
<td>A</td>
<td>A</td>
</tr>
<tr>
<td>Kathy Fraser</td>
<td>Central</td>
<td>4/1/2022</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tom Hayes</td>
<td>East</td>
<td>4/1/2021</td>
<td>X</td>
<td>AE</td>
<td>AE</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Patrick Hoth</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Sheila Iteghete</td>
<td>East</td>
<td>4/1/2022</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Yordanos Kiflu-Martin</td>
<td>At Large</td>
<td>4/1/2022</td>
<td>X</td>
<td>A</td>
<td>AE</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Morgan McAdams</td>
<td>At Large</td>
<td>4/1/2022</td>
<td>X</td>
<td>AE</td>
<td>AE</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amy Meuers</td>
<td>At Large</td>
<td>4/1/2022</td>
<td>X</td>
<td>AE</td>
<td>AE</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Erik Meyers</td>
<td>West</td>
<td>4/1/2021</td>
<td>AE</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Brenda Reeves</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Laura Sell</td>
<td>Central</td>
<td>4/1/2021</td>
<td>X</td>
<td>AE</td>
<td>AE</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Robin Turner</td>
<td>At Large</td>
<td>4/1/2020</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kaade Wallace</td>
<td>West</td>
<td>4/1/2020</td>
<td>X</td>
<td>A</td>
<td>AE</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cory Funk</td>
<td>East</td>
<td>4/1/2020</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>AE</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sarah Dettmann</td>
<td>At Large</td>
<td>4/1/2020</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>AE</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Heidi Heinzel</td>
<td>Central</td>
<td>4/1/2020</td>
<td>AE</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Devale Hodge</td>
<td>At Large</td>
<td>4/1/2021</td>
<td>AE</td>
<td>A</td>
<td>R</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Susan Pha</td>
<td>CC Liaison</td>
<td></td>
<td>A</td>
<td>AE</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
<td>A</td>
<td>X</td>
<td>X</td>
<td>A</td>
<td>A</td>
</tr>
<tr>
<td>Jesse Struve</td>
<td>Liaison</td>
<td>n/a</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Jon Watson</td>
<td>Liaison</td>
<td>n/a</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
</tbody>
</table>

**LEGEND**

- X = Present
- A = Absent
- A/E = Notified Absence
- R = Resigned

- **Cancelled**

- **R = Resigned**
## HUMAN RIGHTS COMMISSION
### 2020 Attendance Record

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Christian Eriksen</td>
<td>X</td>
<td>X</td>
<td>C</td>
<td>C</td>
<td>C</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Aja King</td>
<td>X</td>
<td>A*</td>
<td>C</td>
<td>C</td>
<td>C</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>A*</td>
</tr>
<tr>
<td>J. Mark Hostetler</td>
<td>X</td>
<td>X</td>
<td>C</td>
<td>C</td>
<td>C</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Nausheena Hussain</td>
<td>A*</td>
<td>X</td>
<td>C</td>
<td>C</td>
<td>C</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>A*</td>
<td>X</td>
<td>X</td>
<td>A*</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Cindy Shevlin-Woodcock</td>
<td>A*</td>
<td>X</td>
<td>C</td>
<td>C</td>
<td>C</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>A*</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>A*</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Minn Wang</td>
<td>X</td>
<td>A*</td>
<td>C</td>
<td>C</td>
<td>C</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Kate Walton</td>
<td>X</td>
<td>X</td>
<td>C</td>
<td>C</td>
<td>C</td>
<td>A*</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>A*</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>A</td>
</tr>
<tr>
<td>Thomas Brooks</td>
<td>X</td>
<td>X</td>
<td>C</td>
<td>C</td>
<td>C</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>A*</td>
<td>A*</td>
<td>A</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td><strong>Council and Staff Liaisons</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lisa Jacobson,</td>
<td>X</td>
<td>X</td>
<td>C</td>
<td>C</td>
<td>C</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>A</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Council Liaison</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wokie Freeman-Gbogba,</td>
<td>A*</td>
<td>X</td>
<td>C</td>
<td>C</td>
<td>C</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Staff Liaison</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- X = In Attendance
- A* = Notified Absent
- S = Special Meeting
- XL = Present Late
- A = Absent
- C = Cancelled
- V = Substitute In Attendance
- R = Resigned
# PLANNING COMMISSION
## 2020 Attendance Record: October – December

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Commissioner</strong></td>
<td><strong>Residing District</strong></td>
<td><strong>Present (P)</strong></td>
<td><strong>Excused (E)</strong></td>
<td><strong>Absent (X)</strong></td>
<td><strong>Late (L)</strong></td>
<td><strong>No meeting (X)</strong></td>
</tr>
<tr>
<td>Herbers, Christopher</td>
<td>East Representing Central</td>
<td>E</td>
<td>P</td>
<td>X</td>
<td>X</td>
<td>P</td>
</tr>
<tr>
<td>Husain, Syed</td>
<td>Central Representing At-Large</td>
<td>P</td>
<td>P</td>
<td>X</td>
<td>X</td>
<td>P</td>
</tr>
<tr>
<td>Kiekow, John</td>
<td>Central Representing At-Large</td>
<td>P</td>
<td>P</td>
<td>X</td>
<td>X</td>
<td>P</td>
</tr>
<tr>
<td>Kisch, Michael</td>
<td>Central</td>
<td>P</td>
<td>P</td>
<td>X</td>
<td>X</td>
<td>P</td>
</tr>
<tr>
<td>Mohamed, Hassanen</td>
<td>West</td>
<td>P</td>
<td>P</td>
<td>X</td>
<td>X</td>
<td>P</td>
</tr>
<tr>
<td>Morton-Spears, Marshall</td>
<td>Central Representing At-Large</td>
<td>E</td>
<td>P</td>
<td>X</td>
<td>X</td>
<td>E</td>
</tr>
<tr>
<td>Muvundamina, Christian</td>
<td>West</td>
<td>P</td>
<td>P</td>
<td>X</td>
<td>X</td>
<td>P</td>
</tr>
<tr>
<td>Vosberg, Carol</td>
<td>East</td>
<td>P</td>
<td>P</td>
<td>X</td>
<td>X</td>
<td>P</td>
</tr>
<tr>
<td><strong>COUNCIL LIAISON</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wynfred Russell</td>
<td>City Council</td>
<td>E</td>
<td>P</td>
<td>X</td>
<td>X</td>
<td>P</td>
</tr>
<tr>
<td><strong>CITY STAFF</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Larson, Todd</td>
<td>Senior Planner</td>
<td>P</td>
<td>P</td>
<td>X</td>
<td>X</td>
<td>P</td>
</tr>
<tr>
<td>Sherman, Cindy</td>
<td>Planning Director</td>
<td>P</td>
<td>P</td>
<td>X</td>
<td>X</td>
<td>P</td>
</tr>
</tbody>
</table>

P (Present) – E (Excused) – A (Absent) – L (Late) – X (No meeting)
<table>
<thead>
<tr>
<th>MEETING DATE</th>
<th>J an 15</th>
<th>Feb 19</th>
<th>Mar 18</th>
<th>Apr 16</th>
<th>May 20</th>
<th>Jun 17 Virtual Meeting</th>
<th>Jul 15</th>
<th>Aug</th>
<th>Sep 16</th>
<th>Oct 21</th>
<th>Nov 18</th>
<th>Dec 16</th>
</tr>
</thead>
<tbody>
<tr>
<td>ATTENDED</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td>Jan 15</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td>Feb 19</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td>Mar 18</td>
<td>CANCELLED</td>
<td></td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td>Apr 16</td>
<td>CANCELLED</td>
<td></td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td>May 20</td>
<td>CANCELLED</td>
<td></td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td>Jun 17</td>
<td>Virtual Meeting</td>
<td></td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td>Jul 15</td>
<td>Virtual Meeting</td>
<td></td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td>Aug</td>
<td>No Meeting</td>
<td></td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td>Sep 16</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td>Oct 21</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td>Nov 18</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td>Dec 16</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>NO</td>
</tr>
</tbody>
</table>

**MEMBER NAME**

- **MONICA DILLenburg** (com expires 4/1/20)
  - Central
  - X
  - X
  - P= Prior notice
  - U = Unexcused

- **P AtiCIA DOnIÜGÜEZ-MáJA** (com expires 4/1/2021)
  - East
  - Resigned

- **TAYLOR MURRAY** (com expires 4/1/2021)
  - East
  - Appointed 3/23/2020 - Replaces Patricia Dominguez Majia
  - X
  - X
  - P= Prior notice
  - U = Unexcused

- **DEB EVERSON** (com expires 4/1/2022)
  - At-Large
  - Appointed 3/23/2020 - Replaces Deb Everson
  - Dropped out 6/15

- **LATRINA CAlDWELL**
  - At-Large
  - Appointed 8/17/2020 – Replaces Timothy Christman
  - X
  - X
  - P= Prior notice

- **COLUMEN GROBNER**
  - At-Large
  - Term expired

- **FRANCIS KILLen**
  - At-Large
  - Term expired

- **CINDI MATTHEW**
  - Central
  - X
  - X
  - P= Prior notice
  - U = Unexcused

- **MARK NOLen**
  - At-Large
  - X
  - X
  - P= Prior notice
  - U = Unexcused

- **CHRISTY SANDBERG**
  - At-Large
  - Term expired

- **LANG VANG**
  - At-Large
  - Appointed 3/23/2020 – Replaces V. Lang
  - X
  - X
  - X

- **MAGGIE BORER**
  - At-Large
  - Term expired

- **DwAIN ERICkson**
  - At-Large
  - Term expired

- **ASLAM TAJIM HAYAT**
  - At-Large
  - Term expired

- **JANE WILSON**
  - At-Large
  - Term expired

- **TERRY PArKS**
  - City Council Liaison
  - Term expired

- **MARESHELL SPEARS**
  - Planning Co. Liaison

**PT = Parks Tour 5:30-8:30 Bus**

**O&M= O&M Tour 6:00-8:30 O&M Conference Room**

**C = Cancelled**
* * NOTICE * *

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
Minutes of Special Meeting
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.”

<table>
<thead>
<tr>
<th>Eric Pone, Chair</th>
<th>Present</th>
<th>Anthony Spears</th>
<th>Absent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nancy Omondi, Vice-Chair</td>
<td>Present</td>
<td>Meno Vue</td>
<td>Present</td>
</tr>
<tr>
<td>Akeem Adeniji</td>
<td>Present</td>
<td>Teshite Wako</td>
<td>Present</td>
</tr>
<tr>
<td>Shannon Gregory</td>
<td>Absent</td>
<td>Hollies Winston</td>
<td>Absent</td>
</tr>
<tr>
<td>Heidi Ritchie</td>
<td>Absent</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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 – 8:05 p.m.

2. AGENDA
   2.1 Approval of agenda
       Motion: Nancy Omondi
       Second: Akeem Adeniji
       Motion passed unanimously.

   2.2 Motion to amend the agenda and add 5.d.
       Motion: Akeem Adeniji
       Second: Nancy Omondi
       Motion passed unanimously.

3. CONSIDERATION OF MINUTES

   3.1 Approval of October 14, 2020 special meeting minutes
       Motion: Akeem Adeniji
       Second: Nancy Omondi
       Motion passed unanimously.

4. OLD BUSINESS
   None

5. NEW BUSINESS

   5.a Review and discussion of the draft presentation
   5.b Finalized the presentation with recommendations on the areas below. A motion was made to approve the presentation as completed.
   I. Public Safely
   II. Budget alignment
   III. Racial Equity.
Approval of presentation
  Motion: Nancy Omondi
  Second: Akeem Adeniji
  Motion passed unanimously.

5.c Discussion and assignment of the slides that each member will present to council.

5.d Discussion and cancellation of the BAC regular meeting for November 24, 2020.
  Motion to cancel meeting:
  Motion: Teshite Wako
  Second: Nancy Omondi
  Motion passed unanimously.

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

7. CORRESPONDENCE AND COMMUNICATIONS
  None

8. ADJOURNMENT
  8.1 Motion to adjourn meeting at 8:54
      Motion: Nancy Omondi
      Second: Akeem Adeniji
      Motion passed unanimously.

Respectfully Submitted,

Renée Manning
Senior Accountant
Brooklyn Park Charter Commission Meeting Agenda
Wednesday, January 13, 2021, 7:00 p.m.

This meeting will be held by telephone or other electronic means.

All members of the Commission will participate in the meeting by telephone pursuant to Minnesota Statutes, Section 13D.021 rather than in-person at the Charter Commission’s regular meeting place at City Hall, 5200 85th Avenue North, Brooklyn Park, Minnesota. Members of the public can monitor the Commission meeting by calling into the Conference Call Number: Dial 1-218-302-5973; Meeting ID: 335 165 611. After you join, press # when you are asked to enter a Participant ID.

If you need these materials in an alternative format or need reasonable accommodations for a Charter 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.

1. Call to Order/Roll Call

2. Additions/Approval of the Agenda of January 13, 2021

3. Approval of Minutes
   3.1 September 9, 2020
   3.2 October 14, 2020
   3.3 December 9, 2020

4. Old Business
   4.1 Special Election Update
      4.1A CITY ATTORNEY MEMO, RE: SPECIAL ELECTIONS

5. Reports of Officers, Boards, and Standing Committees
   5.1 Treasurer’s Report
      5.1A TREASURER’S REPORT
   5.2 Redistricting Subcommittee Update

6. New Business
   6.1 Election of Officers
      6.2A CURRENT OFFICERS
   6.2 Review of By-Laws
      6.2A CHARTER COMMISSION BY-LAWS
   6.3 Charter Commission 2021 Meeting Dates
      6.3A 2021 CHARTER COMMISSION MEETING DATES
   6.4 Review Work Plan
      6.4A CHARTER COMMISSION WORK PLAN
   6.5 Review of Proposed Charter Changes
      6.5A PROPOSED CHARTER CHANGES (CHAPTER 4)

7. Correspondence/Communications

8. Adjournment

Commission members are asked to let Devin Montero, Staff Liaison, know if you won’t be able to attend this meeting. Devin can be reached by phone (763-493-8180) or by email (devin.montero@brooklynpark.org).
Brooklyn Park Charter Commission Meeting Minutes
Wednesday, September 9, 2020 at 7:00 p.m.
Community Activity Center, Grand Room 1

1. Call to Order/Roll Call

Chair Simmons welcome the Commissioners to the in-person meeting since the March meeting. He stated everyone received the electronic Charter meeting packet but the paper packet was not received by the Commissioners.

Chair Scott Simmons called the meeting to order at 7:00 p.m. Members present were: Barbara Bor, Teferi Fufa, John Hultquist, John Irvin, Susan Mabera, Beatrice Otieno, Dennis Secara, Andrew Schmid, Scott Simmons, David Williams, Council Liaison Tonja West-Hafner and Staff Liaison

Absent: Evans Odhiambo, (excused)

Chair Simmons stated he would welcome the new Commissioners after the Redistricting presentation and would like to move Item 6.2 ahead of item 1.1.

He introduced Nick Harper, Civic Engagement Director, League of Women Voters, who connected virtually to the meeting and would be presenting on redistricting.

2. Additions/Approval of the Agenda of September 9, 2020

Motion Commission John Irving, second Commission Williams to approve the agenda as amended. The motion carried unanimously.

6.2 Common Cause Organization Redistricting Presentation

Chair Simmons stated the Charter Commission was responsible for drawing of the district boundaries for the Council districts following a census. He stated the data the Commission received and City Manager’s Report, the Commission had a responsibility to work on the lines for future Council Member districts.

He stated Commissioner Secara was the Chair of the Redistricting Subcommittee and would need to make appointments to fill some vacancies on the subcommittee. He thought it was timely to have the presentation since the League of Women Voters and Common Cause and other partners were talking about it, what the process was and how to drawing lines not only for City Council but for Legislative and Congressional seats.

Chair Simmons introduced Nick Harper, Civic Engagement Director, League of Women Voters and he gave a presentation on Redistricting, Democracy and Census; What is Redistricting.

Commissioner Schmid asked about the community of interest principle and how it applied to redistricting. He stated it was heavily weighed but also seemed the most subjective of all of the principles. He asked how it was weighed in the ability to be used compared to the other two principles, contiguity and compactness.

Mr. Harper stated most redistricting principles had some kind of mathematical objective standard it was measure against. He stated compactness tested dozens of mathematical formulas, even
things like partisanship and developed mathematical formulas to figure out whether a district was too partisan or not or gerrymandering.

He stated with communities of interest, it was the eye of the beholder, was subjective and that was why the transparency piece of the participation was important to the redistricting process. He stated they couldn’t just say yes to want to use the communities of interest principle. He stated it had to be defined what the communities of interest was and had different definitions and not just point to an area or district and say it looked like a community of interest. He gave an example, for the Congressional District 8, those individuals in the community all shared a lot of the same natural resources because it was in the same water basin and had a lot of mining industries. He stated the important piece of communities of interest was to name that but still difficult to objectively measure it.

Commissioner Hultquist stated that the legislature being partisan they would protect their self-interests but also saw in other states problems with other citizen Commissions weren’t nonpartisan, such as what happened in California. He asked what was wrong with just having the Supreme Court put together a redistricting panel of judges who were nonpartisan judges to draw the maps like it was done in Minnesota in 2000 and 2010.

Mr. Harper stated there were instancing of going through growing pains in figuring out how to make sure the process was clear and fair to get uses where they could learn on some of those things and build in fail safes to not encounter some of the same problems. He stated that in terms just relying on the system now, the problem was, it was relying on a broken system and didn’t want to be doing anything that was underhanded and contrary to what it should be doing. He stated the system was essentially saying, it wanted the legislature to fail every 10 years and wanted to engage in expensive litigation the State had to pay for and wanted there to be violations that had to be litigated in order to get good maps.

He stated that didn’t make good sense and there were people who were in favor of having a judicial panel. He stated that was not what the League of Women Voters and Common Cause was working for. He thought judges would have an opinion on that and redistricting was a legislative or a policy making role and not the role of judges in terms of their constitutional duties and why a lot of people were resistance to the judge approach. He stated if they wanted to do that judge approach, his advice was to advocate for that and put into law and make it the actual process rather than relying on a rogue process and expensive litigious process.

Chair Simmons stated one of the federal principles was equal populations about districts of the same size and asked if Mr. Harper if he could talk about it. He stated they often talked about as equal as practicable being the standard in the Charter Commission and asked if there was case law on a standard percent deviation.

Mr. Harper stated it was not clearly defined but historically for Minnesota with the court panels usually meant about two percent and at the legislative level but at the congressional level they tried to make it equal and deviate by one percent and that was not as equal as practicable it was just equal. He stated that equal as practicable definition tended to be around two percent but for local redistricting courts had found it that they could go up to five percent or 10% if it had good reasons to do it. He gave an example, relying on a community of interest or insuring they were not diluting the vote of an ethnic or racial minority. He stated it allowed for more deviation at the local level and was one of the tradeoffs when discussing principles, to 2%, 1%, or 4% and those were some of the discussions that the Commission would have when it sets the principles to be operating from.
Commissioner Secara asked about the community of interest principle example for the 8th congressional district, and asked for an example of that principle in action in a city or township.

Mr. Harper stated that an example of a community of interest in an urban setting might be an area that used the same grocery store. He stated sometimes communities of interest would be a cross of racial and ethnicity plus some other divided characteristic such as socioeconomic status and might cross it with individuals of a certain ethnicity and a certain economic threshold. He stated if there were a significant number of people in the geographic area that shared both characteristics, they might call that a community of interest.

He stated in Texas there was a situation where they drew a district and ended up being a racial gerrymandering because they paired up Latinos from two different urban areas and had very little in common with each other in terms of economic status. He stated in that Texas court case, said it saw they were trying to make a community of interest but didn’t do a good job and ended up being racial gerrymandering. He stated the Commission would have to be careful with that sometimes and needed to be race or ethnicity plus something. He stated there was also the Voting Rights Act, which, protected the racial and ethnic minorities.

He stated there also might be areas that shared an industry of some kind where a city had a lot of people who worked in a certain field or a certain business type that they might see in some locations. He stated they talked about congressional districts and agricultural but could get more fined tune, to say they could see that at the state legislative level, were looking at individuals that worked at manufacturing or packing facilities and those were the set of individuals they relied on the manufacturing business and a lot of them were employed in that business and that could be a community of interest.

Chair Simmons stated once the Commission got the subcommittee going, they might use his resources for some assistance and explanations and would reach out to Mr. Harper. He thanked Mr. Harper for his presentation.

1.1 Welcome New Commissioners

Chair Simmons stated a majority of Commissioners were present tonight and asked the Commissioners to introduce themselves and went around the room. He stated new members were Andrew Schmid, Susan Mabera and Teferi Fufa.

3. Approval of Minutes

Commissioner Hultquist stated he had some minor corrections and passed them on to the Staff Liaison.

Motion Commissioner Hultquist, second Commissioner Fufa to approve the minutes as corrected. The motion carried unanimously.

4. Unfinished Business – None.

5. Reports of Officers, Boards, and Standing Committees

Chair Simmons stated that former Charter Commissioner Mary Ann Bishman passed away this past summer unexpectedly on June 3. He stated she was a loyal, committed, kind person, was helpful to the Commission and served the Commission us well. He stated the City Council did a motion for adjournment in her honor shortly after they received news of her passing. He asked
the Commissioners to honor her commitment and service to the Charter Commission with a brief moment of silence. A moment of silence was held by the Commissioners.

Chair Simmons stated the Commissioners might have read in the paper of the ongoing saga of the Bloomington Charter regarding organized collection they put on the ballot with a question of organized collection which was the result of litigation involving the community of Brooklyn Park following the Charter. He stated the Bloomington Council was going to do the organize collection but there was a lawsuit and litigation saying no it had to obey the Charter. He stated there was a question on the November ballot to determine if the city would move toward organized garbage collection or not. He stated Charters did matter, the process mattered and the citizens were right to make note of it and pursue those changes through the appropriate vehicles, and putting it up on a referendum.

5.1 Legislative Update

Chair Simmons stated the Commission discussed previously and ended supporting legislation pto Senate File 3298 and a letter was sent to the senate Senator Dan Hall, Chair of the Committee and Senator David Senjem, who was the author of the bill. He stated it was the bill that moved appointments away from city Councils if the district judge failed to appoint within a certain time period. He stated all of the responsibility for appointing Commissioners in Charter Cities was now the responsibility of the district judge. He stated it was passed into law and was effective august 1, 2020.

He stated he testified in a Zoom meeting on April 28 with senator Senjem, and another person from another community and the bill passed without discussion and moved on to the rules committee and ultimately to the Senate floor.

He stated the House passed the other bill, House Bill 1513, that set a threshold for city funding of Charter amendments and wasn’t controversial. He stated the Charter Commission also discussed it and supported it. The House passed that bill and Senate the other bill and they were merged into law and both provisions passed. He stated the Charter Commission took action on it and had an effect and impact.

Commissioner Hultquist stated the bill stated that Commission members could be reappointed and previously it was not in the statutes and they could have questioned any of the reappointments.

6. New Business

6.1 Appointment of Officers to fill vacant positions

Chair Simmons stated the Commissioners needed to appoint officers because of some resignations. The vacant positions were First vice chair and a Secretary/Treasurer and the current officers were the Chair Simmons and Second Vice Chair Secara.

He stated that on the Secretary position, the City Clerk actually did the administrative work for the Commission, such as minutes and notices. He stated the Treasurer gave a report on funds that were expended by the Charter Commission and historically the report on that was zero dollars expended.

He asked for nominations to the First Vice Chair position and asked if Second Vice Chair Secara wanted to move up to First Vice Chair or if anyone wanted to seek that position.
Commissioner Hultquist stated the bylaws said the terms were two years and in January 2021 there would be elections. He asked if Chair Simmons would be term limited.

Chair Simmons stated the remaining term did not count against any future term and only for the remainder of 2020. He stated there would be new elections of officers at the first meeting in January 2021. He stated after December it would be the end of his second full term of two year terms and the terms were defined in the bylaws.

Commissioner Hultquist stated it was typical that the First Vice Chair often times would then become the Chair at the next meeting if that weighed in if someone wanted to be the First Vice Chair and didn’t have to run for Chair.

Commissioner Hultquist stated he would nominate Commissioner Secara for First Vice Chair and in Robert’s Rules, didn’t need seconds for nominations. He asked if there were other nominations for First Vice Chair. There were no other nominations for First Vice Chair.

Chair Simmons moved to a vote and the vote on the nomination carried unanimously to elect Commissioner Secara as the First Vice Chair.

Chair Simmons stated the Second Vice Chair was now vacant and asked for nominations.

Commissioner Hultquist asked Commissioner Bor was interested and willing to be the Second Vice Chair. Chair Simmons asked Commissioner Bor if she was elected would she serve as Second Vice Chair. Commissioner Bor stated she would serve as Second Vice Chair if elected.

Chair Simmons asked for other nominations for Second Vice Chair. There were no other nominations for Second Vice Chair. He moved to a vote and the vote on the nomination carried unanimously to elect Commissioner Bor as Second Vice Chair.

Chair Simmons asked for nomination for Secretary/Treasurer.

Commissioner Fufa nominated himself.

Chair Simmons asked if there were other nominations for Secretary/Treasurer. There were no other nominations for Secretary/Treasurer. He moved to a vote and the vote on the nomination carried unanimously to elect Commissioner Fufa as Secretary/Treasurer.

6.3 Appointment to Redistricting Subcommittee

Chair Simmons stated the Commission had standing committee on redistricting, which had three members and Commissioner Secara was the Chair.

Commissioner Secara stated Commissioner Williams replaced Commissioner Aune, Jr. and needed one more person on the subcommittee.

Chair Simmons stated it did involve some work and extra meetings and communications with the city, GIS team and was an ongoing process. He asked if anyone was interested in serving on the subcommittee.

Commissioner Secara stated the subcommittee was formed to look into redistricting issues and that function was covered under Chapter 2, Section 2.04 of the City Charter. He stated being on the subcommittee involved meeting with the City GIS staff and looking at how to configure the
three wards or districts so they were as equal as practicable and presenting that information to the Charter Commission for consideration and a recommendation to the Council.

He stated every two years the Charter Commission received a demographic report and population report from the City Manager that broke down the population in each district and gave some key demographic information. He stated at that time they could decide whether or not to send a redistricting recommendation to the city Council for consideration. Once the Council received it they must take action, either up or down. He stated in the past several years the Commission declined to action to send a report to the Council on the grounds that it was pending the Census data and felt the districts were about as equal as practicable. He stated they received new census data in April, they would be looking at that issue. He stated one other way that could happen was that the city could receive a redistricting order from the Secretary of State or County, to redraw the city’s district boundaries in which case would have to comply and would have to send that back to the Council with an explanation for approval.

He stated it mentioned the percent deviation and how far apart the districts had to be in terms of population and how equal they had to be. He stated the Charter was silent on that particular point and had been a stumbling block for the Commission. He stated that was the reason the Commission made a change to Section 2.04 that if the Commission felt the districts were not as equal as practicable that it could send a redistricting report to the Council. He stated the information was not precise or 100 percent clear. There was case law they could refer to and state statute concerning how districts should be drawn and how they should look. He stated that for local governments there was a lot of grey areas and latitude and that latitude sometimes led to the grey area.

Commissioner Schmid stated he would be interested in joining the subcommittee.

Commissioner Williams stated he would like the subcommittee to be represented by the community’s diversity and with the three on the committee it was not. He stated he was willing to give up his position on the subcommittee if someone else wanted to represent the diversity in the community. He stated they should have the diversity on the subcommittee.

Chair Simmons stated if anyone else wanted to consider themselves for appointment could speak now or let him know later. He stated it was a work in progress and not set in stone who the members were.

Commissioner Fufa asked if had to be three members or could it be more than three members on the subcommittee.

Chair Simmons stated it didn’t have to be three members but the issue was not creating an issue with a quorum and was in the bylaws.

Commissioner Hultquist stated the bylaws said:

“13. Committees. The Chair shall designate and appoint any committee he/she feels is necessary to conduct the business of the Commission. The membership of the committee shall be made up of members of the Commission only, and the Chair may designate one of the committee members to serve as Chair. A committee so designated shall report its recommendations to the Charter Commission, which has the power to either accept, reject, or modify said recommendations.

The Commission may appoint a subcommittee and or task force(s) as it deems necessary to facilitate investigations and research for the Commission. These members serve in an advisory capacity only to the Commission. Subcommittees and or task force(s) shall not contain a quorum of the Commission.”
He stated as with any committee it couldn’t have a majority of Charter Commissioners serve on a committee or attend their meetings because it would run into quorum problems.

Chair Simmons stated they couldn’t have 6 Commissioners if the Commission only had nine members, then that number was 6. He stated it was the number that occupied seats of the Commission at the time when evaluating what a quorum was. He stated he didn’t see why they should limit involvement on subcommittees if people were interested and didn’t object to having more than three members.

Commissioner Fufa stated the reason he asked was because he didn’t think it was fair for Commissioner Williams to resign but if someone stepped up and there were four on the subcommittee it would be good for the Commission. Commissioner Fufa stated he would think about being on the subcommittee.

Commissioner Hultquist suggested to accept Commissioner Schmid’s offer to serve on the subcommittee and then if Commissioner Fufa or other Commissioners who represent the diversity of the community would like to attend a meeting to see what they do before saying yes or commit now and then two months later question why they joined.

Chair Simmons agreed and stated the meetings were open to the public and anyone could attend but had to be cautious about the quorum issue. He stated he would be happy to appoint Commissioner Schmid to the Redistricting Subcommittee. He stated they would let the next Chair readdress it in January, February or March but would appoint Commissioner Schmid to the subcommittee.

6.4 Police Reform and Racial Justice Discussion

Chair Simmons stated the Council had a standing item on the agenda at its meetings and had for a few months on the issue for police reform. He stated he had asked Council Liaison West-Hafner on the things the Council would be talking about. He stated one of the Council members had proposed to create an independent entity within the city. He stated if the city was creating government entities within the city, the Charter Commission should be aware and have knowledge about it, if not participating in the creation of it. He stated there was an editorial on that in the Sun Post and wanted the Commissioners to be aware of it that it was being proposed and where it ended up.

He stated after Council Liaison West-Hafner’s update, he would ask whether the Charter Commission should be involved or not.

Council Liaison West-Hafner stated that after the George Floyd issue and having to put in place curfews in the city, the Council started talking about, if there were reforms needed to the police department and where if any, where to go and look at the whole picture. She stated the Human Rights Commission (HRC) and Multicultural Advisory Committee (MAC) hosted four sessions to hear from the community about what things they would like to see, their experiences and what they would like to see changed in the police department. She stated three were in person and one was virtual over June, July and August. She stated they got a lot of input and those comments were compiled into different categories and the Council tasked HRC/MAC to come up with things they would like to see changed in the police department.

She stated the first version of that report was a lengthy list of thing and what came to the forefront from a lot of people was that people didn’t understand what things the police department did and
She stated they didn’t do the warrior training or the choke holds. She stated they had already implemented six of seven items that were in the My Brother’s Keeper and felt the department was ahead of Minneapolis on some of those things.

She stated right now the HRC was being educated on what things were already in place in the police department, what they did and didn’t do. She stated the HRC went back and cut down the list of things that potentially could be worked on and was still a lengthy list of things. She stated there were Council members that wanted to be in a hurry to do things and the hard part was that the Council was not sure what to do because a lot of the things that were in place would of prevented a George Floyd incident from happening in the city. She stated she and a couple of other Council members had taken the approach that the Council needed to understand what they were doing not fix things that were not broken. She thought it would take longer than what the Council wanted.

She stated last night where it ended up landing was the Council put it back to staff to come up with some kind of plan that puts in place some actions, the first of which, would be, communication.

She stated that was one of the things she was pushing last night was that the Council needed to get that communication going when things happened that and not only was there a Tip411 system but could also sign up for the city’s email blast so it was not just hanging out there and close the loop and people would know what was happening and what is being worked on.

She stated they didn’t have any plans to do what the the city of Minneapolis said about defunding the police department. She stated the Council was not saying that at all and thought the Council could do other things without defunding the police department.

She stated the other item on the agenda last night was the budget with COVID, and reduction in income and whether people would be able to pay their taxes or not and could have a huge impact on what the Council was able to do next year and what they would have to do on potential tax increase. She stated it all tied together because part of the City Manager’s proposal to the Council was the need for a 1% increase in taxes just to keep going what the city has now and his other recommendation was another 1% to work on any police reform issues that came out and another 1% to do miscellaneous work. She stated not all Council was on board with the 3% increase and guessing he would try to hold it to a 1% increase. She stated $400,000 was 1% of budget and not a huge amount of money in the scope of what they could potentially be doing.

She stated the next step staff was taking it back to HRC/MAC and have them get help to write some kind of plan or staff would help them with the plan. She stated a few Council members were wanting some kind of a plan to move forward and have some direction. She stated the communication and educating people on what the police department was doing and what they didn’t do, was to start doing that now while the other things might dig deeper. She stated that was where the plan came in with a timeline and a thought process on how to implement the things that came out of there. She stated it might be another meeting and didn’t think that was something that would happen in the next few months and could be a six month process to get the Council to a point where they started to dig into things other than the communication and education piece.

Chair Simmons asked if the creation of a new entity, a new governing authority, came up at all.

Council Liaison West-Hafner stated it was on the list and the Council hadn’t talked more about it other than it being on the list that came out of those four sessions. She stated there were two different schools of thought on it, on the Council. She thought it would be something that if they
created it, not required by the state, they would have to figure out how to put that into their process, into the Commissions and into Council. She stated in her opinion, that body was the Council and didn’t know whether or not creating another layer was going to help anything and the other side of that coin was that it might bring more of a resident voice to it and help alleviate anything coming along or people were having trouble reporting something. She stated that was where she could see it helping the police department and staff were it felt it couldn’t report some harassment or something they were going through that was happening. She stated that could be a place for them to do that and not have to come to the Council and go to the next body. She stated that was going to take the longest to sort things out and figure out if they were going to do that or not. But if they were told by the state, they had to do it, they would do it. She thought it wasn’t high on the list yet, and to her it was the communication, education and seeing it there were things the Council needed to get at right now.

Chair Simmons stated he attended one of the sessions held in each of the Council districts and asked if the comments and input from those sessions were given to the HRC and Council.

Council Liaison West-Hafner stated the summaries were given to the Council.

Commissioner Williams stated he attended one in the Central district and thought it was a very good meeting. He stated he had been wondering what was going on in the past public meeting and believed it wasn’t something that should take 6 months to do. He thought putting in place changes would take 6 months but because it was a national issue, thought there was a big part of the community that was waiting and to see what the city was going to do. He stated having some kind of communication, on just the status, to start off with, like what does the police department did and didn’t do; what kind of great practices they had which he knew they had and people should be happy that were living in the community rather than a lot of other communities and why the community didn’t see the kinds of things that went on in Minneapolis. He stated he didn’t think the residents knew that and they don’t know if there was another issue waiting to happen in the city. He thought it was vital and need to get some kind of communication out about, what the police department did. He stated it was a complicated situation and was going to take some time. He stated it could be an opportunity for the city to put their role in the state or in the country as a showcase. He stated the police department had a lot of good practices performs tremendously.

Council Liaison West-Hafner stated that hopefully the Council heard that last night and would send an email to the City Manager and reiterate what the Charter Commission said too.

Commissioner Bor stated that making it understood to have an outcome that was measurable that people really knew some progress was being made. She thought it was critical and worried when it began and all of the Minneapolis Charter discussion did not want that to come to the city and thought there was work to be done by everyone.

Commissioner Schmid stated that actions spoke a lot louder than words and the people were expecting some sort of action. The longer the delay the less, that telling them that they needed to educate themselves, would have an impact on them.

Council Liaison West-Hafner stated Council had it as a standing item on the agenda for very meeting and last night was a work session but it was still on there. She stated they were back in the chambers on tv and could now tune in and watch it anytime or watch the recorded meetings. She stated they were saying exactly what the Council said last night, was the need to do something even if that was just communicating what the Council was planning to do or what they were working on, or what work was done and keep reiterating what had been happening.
She stated it spoke of what Commission Williams said that the fact that city could be looked as more of a showcase, that the city figured things out and was better than other cities. She stated that part of it was in My Brother’s keeper and Cities United work the Mayor had been doing and bringing all that into the city and getting it put into the police department. She stated there was a list of 10 things that could be a change about the police department and already doing all of them but one of them. She appreciated the feedback and there was also an open forum during Council meetings if they wanted to come say anything to get on record, email Council members or call and talk to them too.

Chair Simmons stated the consensus was knowing of where the city was at. He stated he got emails on park planning and playground equipment a lot but had not heard anything on it. He stated if she could communicate that to the City Manager that might be helpful for the community.

Commissioner Fufa stated the feeling out in the community was that the police accountability wasn’t there and sometimes they got investigated themselves. He stated there was no trust there and part of the information that needed to satisfy the concern was the procedure for police accountability, what procedure they were using, and was independent or was it trustworthy. He stated that was why he thought the people asked for an independent group to come in and do it but that information, on what was there, working and reliable would be sufficient to say they didn’t need that or maybe do something else.

Council Liaison West-Hafner stated the police procedures were on the city’s website and HRC had gone over the procedures but didn’t know how it was written about police accountability and who reported to who.

She stated police chief had spoken and maybe some of the legislation changes that were made to the police would help some of that but one of the things he had said was that they were hamstrung when it came to getting rid of bad apples. She stated if the mediators didn’t decide that was bad enough then they got to stay and had to keep them. She stated that was part of the police reform that was in there and didn’t know if it was in the final version and thought it wasn’t completely there in the final version that was passed.

Chair Simmons stated there were arbitration issues that were an impairment to accountability.

Commissioner Hultquist stated the proposal that legislatures considered was rejected was moving it out of the arbitration all together and into the office of administrative hearings where an administrative law judge, nonpartisan heard it, instead, they took a hybrid of the current system which would be a panel of arbitrators that only heard law enforcement grievance cases. He stated there is no striking of an arbitrator, so there was no financial incentive and was a step in the right direction for the chiefs but it was not what cities wanted because there was still a potential they would be hamstrung by an arbitrator who said that it didn’t rise in their opinion to the level of dismissal so the officer was reinstated.

Chair Simmons stated with regard to the agenda item and the entity, thought the best course of action was to monitor the workings of the Council and where the Commission saw it going forward and what the consensus was of the policy makers. He stated if the Commissioners sensed the Commission should engage in it thought it was appropriate for the Commission to have a say in the creation of a government entity in the city. He stated he would bring it back immediately to the Commission if they saw it moving forward in any fashion and report on it in future meetings unless they saw something, they would keep it on the table if that was a position the Charter Commission finds acceptable, to monitor and bring it back should the need arises. He stated the Council
Liaison could come back to the next meeting to give an update.

Council Liaison West-Hafner stated she was curious on what happened with the census data and when the Charter Commission would be working on it, with how much the data changed things for just the state overall, whether the state would lose a congressman or not and how that would work.

Chair Simmons stated he hadn't heard a lot about the partnership with Brooklyn Center or being active in terms of whether the Census work had been shut down or was continuing work.

Council Liaison West-Hafner stated they were back working and extended through September or end of the month to give them more time. She stated they were out talking to people while being socially distant but knew they had a decent turnout already in the city and Brooklyn Center. She stated most of the reporting was electronic and online and was instantaneously reported and hoping the information would be much easier to collate and bring together.

Chair Simmons stated he hoped the report was not delayed because of the current delay because the affect would be horrendous.

7. Correspondence/Communications

Chair Simmons stated the City Clerk provided a copy of the Legislative Summary through the end of the third session and starting the fourth session later this week.

8. Adjournment

Motion Commissioner Fufa, second Commissioner Irvin to adjourn the meeting. The motion carried unanimously. The meeting adjourned at 9:11 p.m.
At 7:00 P.M. a quorum of the Charter Commission was not present.

City Attorney Thomson suggested making a statement that the Charter Commission was gathered and didn’t have a quorum, however, the Commissioners were there to get a presentation and would go ahead and hear from the Fire Chief and City Attorney. If the Commissioners get a quorum in the middle of the presentations, the Chair would call the meeting to order and go from there. He stated that was better than calling the meeting to order when there was not a quorum of the Charter Commission.

Chair Simmons stated it was 7:07 p.m. and given the members of the Charter Commission present and would dispense with approving the agenda until the Commission got a quorum.

He stated there were quest speakers present to talk about two items, one was to understand the emergency powers and how the city had powers and interrelated with the state’s ability to call an emergency executive order and how the city operationally took its authority and proceeded with that locally.

He stated City Attorney Jim Thomson and Fire Chief John Cunningham, were virtually present for the presentation.

He stated the Commissioners received information regarding the resolution the city Council passed and the city attorney would give a background on how the city drew its powers, statutes, the benefit those where and how they put them into operation from the fire chief and then open it up for questions.

6.1 Executive Emergency Powers and City Emergency Powers

City Attorney Thomson stated that in his memo the authority for a city to declare an emergency came from state law, Statute 12.29. He stated an emergency could happen city wide, for example, there was a huge underground pipe near Interstate 694 that ruptured over the weekend and was causing significant damage and needed to act right away. There was a special meeting and declared an emergency. Under the state law allowed them to quickly get contracts, get it going, get it fixed, and that was an example where it was truly a local emergency and that particular city and the city Council acted according to that statute.

He stated in Brooklyn Park it was the same statute but, in this case, there was a preexisting statewide emergency issued by the government. He stated it did prompt the city Council and the mayor to declare an emergency by resolution by the statute that states to be in effect for three days had to be approved by the Council and happened. He stated the local emergency was because of the covid19 pandemic and the resolution was still in effect. He stated the local emergency was still in effect and was not contingent on the statewide emergency. He stated the city Council could rescind the local emergency, even though the statewide emergency remained in effect. He stated if that was to happen the powers under state law would still not change because those powers existed because of a statewide emergency already. He stated the city’s
local powers got changed if the local emergency was rescinded and that was where the authority came from. He stated even after that one was adopted the city adopted a later local emergency when they had the unrest and the protest that turned violent and adopted another emergency which resulted in curfews being established in Brooklyn Park for a few days while that was taking place.

Chair Simmons stated it was 7:10 p.m. and now had a quorum and would formalize the meeting after the presentation.

Chair Simmons asked if the second local emergency had been discontinued.

City Attorney Thomson stated there had not been a formal action to discontinue it but all that resolution did was give authority to grant curfews. He stated those curfews were issued and no longer in affect and at some point, they would probably go back to the Council on that but there was still enough of uncertainty about things, he knew and talked to Chief Cunningham and although he had not talked to the police chief, but would suspect that they would think it was premature to rescind it. He stated it was a Council decision and not a staff decision and was still in affect but not doing anything because there were no curfews in affect.

Chair Simmons stated the resolution that was passed on March 23 and the Mayor’s declaration was a prior Monday, March 16, 2020, but if the state law said the Mayor’s resolution was three days, there was a gap there. He asked how they accounted for the passage of the Council resolution after the three-day declaration of the Mayor.

City Attorney Thomson stated it might have been four days there but wasn’t an emergency but by adopting a resolution the Council had ratified it and the resolution was in affect and not the mayors declaration.

Chair Simmons stated technically the Council didn’t continue the resolution and just initiated one and there was a four-day gap and was checking the dates on that form of the documentation.

Commissioner Irvin asked how the Governor or Mayor could say they could only have six people in a room or something like that when the first amendment to the Constitution said they had freedom of assembly and they also forced all churches to close. He stated the Constitution prohibited any government official from doing it.

Chair Simmons stated it was a broad question that went above and beyond the city’s authority. He asked the city attorney the Governors drive power to limit the size of groups particular when it was against first amendment rights for both religion and for other purposes.

City Attorney Thomson stated he understood the question but that was a governor issue and was being challenged in Minnesota and across the country and some had been successful, and some hadn’t.

He stated the motivating factor of the city Council and staff’s recommendation to the Council to adopt that emergency resolution was to ensure that any funding sources to reimburse the city and was not about CARES Act funding but about emergency funding for emergencies to make sure the declaration also came from the local city just in case it was a box it needed to check off to get emergency type funding. He stated that was the motivation for the Council to do that to add that funding available if it became available.
Chair Simmons asked Fire Chief Cunningham about his role and how he took his orders and put them into operation.

Chief Cunningham stated there were two prongs to it. From emergency management day to day work and then keeping a pulse on the emergency operations plan, contingency plans and operationalizing that when they needed too. He stated that involved standing up their emergency Operations Center to monitor activities related to COVID in the country that were relevant to the State. He stated then there was the emergency declaration. When looking at other disasters, which, was experienced at the local level County and then statewide, i.e., tornadoes, floods, winter storms and other natural disasters that come through. He stated those were limited in size and scope and typically a smaller geographical region. He stated they would see a lot more local and regional disaster declarations to open up the avenues of potential reimbursements for either state dollars, federal dollars. He stated a lot of it tied back to the ability to receive reimbursements at either state or federal level and sometimes it just existed at the county level. He stated when a disaster is made fa lot of times those jurisdictions don’t meet those thresholds and want to look at the County to declare that emergency.

He stated COVID was unique and had a disaster declaration existing essential at all levels of the city right now. He stated from a financial reimbursement, they had CARES funding, that was one bucket that they had which was much broader and included community spending they focused on. He stated there was the FEMA reimbursement model and they were working with finance to submit eligible emergency operating expenses and that was just submitted last week. He stated they were documenting everything and tracking everything appropriately. He stated there were some other financial benefits especially on the procurement side of declaring the disaster declaration because it sped up some of the processes especially for procurement when securing bids and entering contracts.

He stated the language stated that they didn’t need to enter into the contracts that was typically done and from an emergency management standpoint they still did that because the last thing they wanted to do was to have a “he said/she said” situation at the end of the day. He stated that unfortunately price gouging and other things still happened even during an emergency and having those agreements even if it was on a simple piece of paper was important.

He stated that on the powers on the local emergency management level they operated the command system today and was on a broader scale while COVID was on a much larger level. He stated it stood up the emergency operations plan when the activate the local state of emergency and just put that plan into place. He stated they did operate on a regional plan within the County and had a north plan group with other cities surrounding Brooklyn Park. He stated that was for area emergency operations and was a high-level overview on what the emergency declaration did at the local level.

He stated as emergency managers at the city focused a lot on relying on subject matter experts. He stated they were not public health officials and was not the space they operated in. He stated they relied heavily on the Department of Health, Hennepin County Department of Health to provide that guidance. He stated there were two arms to it, the County had their own emergency management arm, their Emergency Operations Center, coordinating with local entities, like Brooklyn Park but then there was the Hennepin County Health Group that handled its own emergency management structure. He stated they had weekly meetings with those groups and saw yesterday, there was the standup of Brooklyn Park COVID19 testing site and that was a
multi-agency and collaboration project they had been involved in. He stated that was some of the benefits for having their local emergency management powers but at the end of the day it came down to collaboration and cooperation.

Chair Simmons asked about the price gouging if they became aware of that allegation, would they refer that to the Attorney General or deal with locally.

Fire Chief Cunningham stated there was a State hotline reporting for it and they saw that in every disaster. He stated they notice early on when the supply chains were short on M95 masks and gowns for public safety and getting phone calls from other countries trying to sell the city goods and do wire transfers to offshore accounts. He stated those things did come up.

Chair Simmons stated the Chief mentioned some revenue streams and asked how active the Council was in allocating those revenues for relief for emergency management. He asked if that was something he worked with the Council or was that something he had discretion on.

Fire Chief Cunningham stated that aside from CARES, that was something the Council was actively involved in on determining what kind those buckets were and what packages would be allocated to. He stated there were two buckets, one was year date expenses and for future expenses. He stated of the $1.5 million in the future bucket a large majority of it was allocated to community spending and the Council was actively involved in and delegated to staff to implement the community outreach program. He stated internally when it came to the emergency management day to day functions that rested on the emergency management director and to make emergency purchases as needed but with the city’s purchasing policy that was just updated, spelled out what the thresholds were, and it didn’t change that much from the spending authority. He stated they still wanted the Council to obtain necessary approval even with an emergency declaration if it reached a certain threshold. He stated the City Manager could only authorize so much. He stated for any disaster declaration accepted that risk. He thought the police chief mentioned that at a Council meeting on civil unrest, where they still had resources and still assisted under the mutual aid and could asked for reimbursement but not guaranteed it. He stated that was something the emergency management directors would spend a lot of time focusing on and making sure any expenditures, expenses they incurred, were confident they could get reimbursed.

Commissioner Bor stated last week they submitted some of their costs for reimbursements and guess it was like the FEMA model. She asked if there was an after-action response or summary given with that application for funding. She asked if that was available publicly to the residents.

Fire Chief Cunningham stated they believed in after action reporting and did that on a regular basis either on a fire scene or disaster. He stated the pandemic was unique, especially the way FEMA handle reimbursements. He stated usually they waited until the end and everything was closed out and they were not there yet. He stated it was the first round and got the applications in for FEMA and submitted everything by a certain date with the hope of getting reimbursements under FEMA. He stated that since they submitted that, had become aware that the reimbursement criteria had gotten more stringent. He stated the first wave was trying to figure out what PPE and how much was needed, the overtime it was going to be and those type of factors. He stated it was a lot critical and had been taken back considerably. He didn’t think they would have a challenge going forward and the door was still open for future reimbursements. He stated they were planning with the County what their demobilization phase was and not there yet after that everyone would assemble their after action reports and would be a lot of lessons learned after it
with interagency cooperation, resource deployment, PPE and just on their internal workings on the decision they had to make from the Fire Department to Police department on how they protected staff and keep them isolated. He stated that once they got there it would be public information.

Chair Simmons stated the resolution that was passed by the Council was necessarily vague and it talked about entering into necessary agreements, appropriate documents, any and all steps and actions. He stated it was broad and vague and assumed was purposeful.

City Attorney Thomson stated he would call it more unnecessary but, it was general because they wanted to make sure that it covered everything that could be done. He stated the statute, MS 12.37 listed more specific things. He stated it was general to make sure they gave all the authority they could. He stated that similar to the question that was raised earlier about the governor’s power how far he could go, that someone could make a challenge on some action the city took under its emergency powers and claim it wasn’t an emergency.

He stated that even though the Council gave itself broad authority every step the city would normally take in a contract situation believed it happened even if they had the emergency in affect. He gave an example where he was asked by the Operations and Maintenance Director, he had a concern about entering into a contract that he thought would exceed the competitive bidding threshold and wanted to know whether or not he could do that. He stated it turned out the contract didn’t exceed the competitive bidding threshold, nevertheless, that contract went to the Council for a purchase of a trailer and medical apparatus and the total price didn’t exceed the competitive bidding laws but the Council acted on it.

He stated if it had exceeded the competitive bidding laws, staff would have still brought to Council for action and pointed it out that it exceeded the competitive bidding laws but because of the emergency they didn’t have time too comply with those laws. He stated the resolution clearly gave the Council that authority and the Statute would clearly give that authority because the Statue allowed them to do work without entering into any contract. He stated that someone could challenge it and could say, they should have followed the competitive bidding laws and the emergency resolution didn’t give them that authority. He stated the reality was that every process staff typically would follow has been followed even though there was a an emergency. He stated he had not been asked to give an opinion by staff.

Chair Simmons thought the presentation would be helpful to the Commissioners to understand how the city played into it and where it came from and how it was executed operationally. He thanked the City Attorney and Fire Chief Cunningham for their presentations.

6.2 City Special Elections

Chair Simmons stated he knew the Commission spent a lot of time on succession and what they did when the Council had vacancies for Mayor and Council. He stated that given there could be the reality of the Mayor could be elected to the Hennepin County Commission, creating a vacancy asked how that played with the state law that set limits on all cities whether they were a statutory or home rule Charter from holding elections on certain dates. He stated the City Attorney gave a memo describing it and election laws. He stated he was seeking to see if the Mayor was elected how it would play out and whether they could do the primary and special elections and still satisfy the Charter and state law.
City Attorney Thomson stated he confirmed with the city clerk that for a special election there would not be a primary and only for the general election. He stated when they had Mayor Lampi vacancy, and was checking the statutory authority for that and sure they would not need a primary, per Charter Section 2.06 if there were 365 days or more; and determines to be a vacancy that the Council must within 45 days after the declaration order a special election. He stated the other section of the Charter skipping the primary said if there was no primary the election needed to be held within 75 days in Section 2.06.

He stated he added a rough timeline with the assumption the Mayor was elected to the County board didn’t know when their terms of office took place and guessing it was the first week in January. He stated if the Mayor stayed on as Mayor as long as he could because once he was sworn in as a County official he now held an incompatible office and be an automatic vacancy. He stated that typically what happened in those situations, the Mayor submitted a resignation letter effective the day before being sworn in. He stated that assuming the Council declared the vacancy on January 4, the first Monday in January; the Council needed to order the election by February 15 (45 days) after January 4 and then the election needed to be held within 75 days of that date. He stated with the recent state law looked like the only date that would work for the special election would be the second Tuesday in April (April 13) and that would be 57 days assuming the Council ordered the election on February 15.

He stated that per state law the first available date would be the second Tuesday in February unless the Mayor submitted a letter of resignation well in advance of taking office in the office of Commissioners and doubted it would happen. He stated it would be a 6 member Council while the Council would be adopting the budget and significant decisions. He thought the most likely vacancy would happen in early January which would make the second Tuesday in April the most likely date that would comply with state law and it wouldn’t comply with all Charter provisions.

He stated he remember when they changed these dates in the Charter that was before that statute was enacted. He stated the statute put another layer over the Charter that needed to comply with. He thought it was feasible to comply both with the Charter provision and state law. He stated there was enough flexibility in ordering an election and enough flexibility within the 75 days that his guess was most likely that they could comply with the statutory requirement of holding an election on one of those days and also comply with the current provisions in the Charter but thought the 75 days gave the flexibility. He stated the Council would have to order the special election to comply with both Charter and new statutory requirement to only have the election on certain dates.

Chair Simmons stated it was consistent with his reasoning as well and with the latest scenario where the Mayor resigns until the day he was sworn in as County Commissioner. He stated if the Council acted on it in the first meeting in January then they would be looking at an election in the second Tuesday in April and thought it was worth refreshing the Commission’s memories especially when they had a real reasons to deal with it.

At 7:40 p.m. Chair Simmons called the meeting to order.

1. Call to Order/Roll Call

Members present were: Barbara Bor, Teferi Fufa, John Irvin, Susan Mabera, Dennis Secara, Scott Simmons, Council Liaison Tonja West-Hafner and Staff Liaison Devin Montero.

Absent: John Hultquist (excused), Evans Odhiambo, Beatrice Otieno (excused); Andrew Schmid
2. Additions/Approval of the Agenda of October 14, 2020

Motion Commissioner Fufa, seconded Commissioner Secara to approve the agenda as presented. The motion carried unanimously;

3. Approval of Minutes – None.

4. Unfinished Business

5. Reports of Officers, Boards, and Standing Committees

7. Correspondence/Communications

7.1 Charter Commission Work Plan

Chair Simmons stated he asked the Staff Liaison put the work plan discussion on the agenda, and the work plan was a standing document. He stated there was the item on Ranked Choice Voting (RCV) and the Commissioners discussed it a couple of years ago and Commissioner Williams who was absent tonight was an advocate for it and was chairing the subcommittee on RCV. He asked the Commissioners what they thought about renewing the discussion about RCV and since Commissioner Williams was absent didn’t know if they wanted to make a conclusion on it. He suggested bringing it back in December so Commissioner Williams could participate as long as it was on the agenda. He stated in December they could look ahead to next year and would have a new Chair and was important what they wanted to do on the Work Plan in 2021. He stated the item was high on the list and had new Commissioners since they talked about it.

Commissioner Secara stated in the absence of Commissioner Williams they should not remove it from the Work Plan. He stated that for the new members, perhaps they should invite someone from St. Louis Park which also used RCV to do a presentation. He stated the last time they discussed RCV they had someone from Minneapolis. He stated with St. Louis Park, they could give a perspective on a smaller suburban community and their experience with that and would be beneficial for the new members, formulate some opinions and maybe get a perspective on how that could work in the city if at all.

Council Liaison West-Hafner asked if the Council would approve it and added to the Charter. She asked if it was on a ballot at one point or was being talked about putting it on a ballot.

Chair Simmons stated there were number of ways things could become operational law in the city. If it was a governance issue a Charter was a conduit for local elections and how RCV ended up here. He stated it started here by Commissioners who wanted to bring it up as a topic and not from the Council handing it off to the Commission to study it and bring back to the Council. He stated sometimes that happened and the attorney or members of the Council do that and was a way of how the Commission built their agendas. He stated the RCV item came internally within the Commission to talk about it and acted on it and their result was passed onto the Council, the Council discussed it and his recollection was that it was 0-7 decision of the Council not to go forward with it. He stated a Charter change required a unanimous vote and didn’t remember the vote coming out of the Charter Commission. He stated they could research when they last discussed it and if they decide to go forward with it.
Council Liaison West-Hafner asked if it was something the Commission brought to Council and Council had to vote on it and then changed the Charter or was it something to be voted on by putting it on a referendum.

Chair Simmons stated the Charter Commission could put something on the ballot or the city could make it an ordinance without it going to the voters but had to be unanimous.

Commissioner Bor asked if those that had history with the discussion with that form of election was there a strong interest in the city to pursue RCV. She stated at her first meeting Commissioner Williams spoke on why they should consider it but she didn’t see or hear that in the community on their interest.

Chair Simmons stated engaging the community on whether there was interest was a hard thing to nail down.

Commissioner Bor stated if it went to a referendum, the Charter Commission was the one to formulate that and wanted to know that RCV was desire of the community and to know that would be done by a survey. She stated she would want to know if that was in the best interest for the residents.

Commissioner Fufa stated when the issue was debated in Minneapolis, at that time there was a problem specifying in elections that rank choice elections would solve and that was where you had contested elections and would go through ballot after ballot and the people end up staying until 1 a.m. end up deciding. He stated it might not be in the interest of the real majority and in order to avoid that to have one election and rank them. If the first choice didn’t make it you have second choices and so forth and the voters had voted and now going home and didn’t have to stay until the election was over. He stated he had been involved in the city elections since he moved to the city and didn’t remember elections lasting through the night. He stated he didn’t know if there was that demand and if it was going to answer a question for the Commission and solve a problem and deal with it if it didn’t.

Chair Simmons stated the question was if there was a problem recognized by the community such that there was a ground swell or interest of the community in doing that. He stated those were valid questions. He stated the last time they discussed RCV there was no community member that came forward and there were people from Minneapolis that appeared before the Council but no community leadership other than Commissioner Williams. He stated that based on his last experience there wasn’t a willingness of the public to come forward to say it was the right thing to do. He stated he didn’t want to get into the merits on it before they got a consensus on going forward with it and had it as a work plan item. He stated then they could debate if I did solve a problem or not and those kind of things on the merits. He stated it was up to the Commission on how they approached it.

Commissioner Secara stated they could eliminate the primary altogether and just have a regular election and could have all candidates listed and that would be that. He suggested that as a compromise alternative to installing an RCV systems. He recalled that it was voted down and no interest in it by the Commission and maybe that could be back on for the discussion in addition to or in place of RCV.

Chair Simmons stated that was correct for a local municipal election and didn’t need a primary
and could change the Charter, like they did for special elections. He stated there were 11 candidates after the passing of Mayor Lampi and the Commission could that right now and was an alternative to RCV which also didn’t have a primary. He stated inviting people who were knowledge in the operations about RCV and talking about pros and cons who were well versed on how it operated. He stated the Commission had the Minneapolis City Clerk twice.

Staff Liaison Montero stated the other issue was the ballots during an even year election which could possibly have two ballots to be voted on. He stated the other RCV cities had their election during the odd years and the city of Bloomington would have a question on their ballot this year on whether to implement RCV and would be a good indication on other larger cities going to that process.

Chair Simmons stated that even year municipal elections there were a lot of campaign signs in Bloomington about RCV. He stated that would be the test case for Bloomington but St. Louis Park did their elections in the odd year and legislators hadn’t passed a law to allow statutory cities to do it and only allowed Charter cities to adopt that method of voting. He stated that might change as they were building a consensus now and thought it wouldn’t be long before it happenen.

Commissioner Irvin asked if there were resources that studied ranked choice voting.

Chair Simmons stated there were organizations that were solely dedicated to the promotion of RCV and an advocated for it, like FairVote Minnesota and there were people out there who didn’t like it so much and didn’t know if there was an organization that existed to oppose it.

Commissioner Irvin asked if they were trying to solve a problem that existed in the city or looking at it because it a hot new thing.

Chair Simmons stated it was back to the question of the merits and they polled everyone in the room they would have a different answer. He stated that on the comment of did it solve a problem, didn’t know if it was a yes or no question. He stated his opinion would be different than Commissioner Williams opinion and that was they had a discussion. He stated that and unless Commissioners suggested to have the discussion before they took it on as an ongoing agenda item because it would take more than one meeting to flush it out. He stated he wanted to hear both sides if it was something worth pursuing and was model of conducting elections different from what the city had and had benefits and downsides.

Commissioner Bor asked if there was an action item they would speak on to keep it on the Work Plan and then move forward with the discussion in December. She asked if that was what they were recommending is going to a discussion and get Commissioner Williams to call in.

Chair Simmons stated it was on the work plan and whether to raise it to an agenda item. He stated it was there and asked if they would discuss it in 2021 or set it aside and take it off the Work Plan or keep it tabled. He stated that was the discussion they we needed to have and was not going to put it on as an item on an agenda unless there was agreement by the Commission to do that. He stated it was an exercise the three Commissioners had undertaken and the Council had deliberated on it and there was a majority of the Council on now that wasn’t there when it was last discussed.

Council Liaison West-Hafner stated the time she had been on the Council no one had said anything about it. She stated if Bloomington had it on their ballot as a referendum, it would be a
good indication if it didn’t pass that it probably wouldn’t pass in the city either.

Chair Simmons stated they were the largest suburb, and the Brooklyn Park was the second largest suburb and were both Charter cities. He stated they had an increasing diverse population and Brooklyn Park was a lot bigger. He stated the Commission didn’t have a November meeting could see what happens with the vote and could have it as a discussion item for December.

Commissioner Mabera stated she would like to have it on the agenda to get more information and would look at the community before she said to do it. She stated she didn’t have enough information tonight and would like it to come back for discussion.

Chair Simmons stated it would be put on the December agenda and Commissioner Williams could Zoom in or call in.

He asked to go back to Item 5, Reports of Officers, Boards, and Standing Committees. He stated Commissioner Secara wanted to address a redistricting issue.

Commissioner Secara stated after the presentation at the last meeting the subcommittee was intrigued by a communities of interest principle especially as it pertained to Charter cities and their redistricting. He stated he reached out to the city attorney to get an opinion to the extent which that principle applied within Charter city redistricting decisions if it did at all, and gave an example, if they got a redistricting order or if they decided to redistrict would they be able to draw boundaries around a community of interest. He stated he read just the precinct boundary and or ward boundary to encompass a community of interest; or make a change to avoid splitting one; can this principle be used in Charter city redistricting just as it is used in state legislation redistricting and congressional redistricting

He stated he did some research and was inconclusive and looked at the 2011 redistricting document put out by the Secretary of State and was available, that on page 13 and 14 stated that “communities of interest principle was one of 7 nonstatutory principles that was used in redistricting meaning it was not law per say, it “must” do it, and said it “may.” He stated that in the interest of having as much information in front of Commission as possible as they went forward on the redistricting next year, he would like to get an opinion if possible.

Chair Simmons asked Council Liaison West-Hafner for an update on Council items. He stated he did ask her prior to the meeting about the piece they talked about at the last meeting on the establishment of a civilian review board for police conduct. He stated it was one of the recommendations of the HRC/MAC who was working on police reform to see if that was going anywhere.

Council Liaison West-Hafner stated that last week instead of having an update on police reform work, they considered approving to put out an Request For Proposal to get someone in to help the HRC/MAC with the work they were doing. She stated they got to a certain point and then weren’t able to sort of go past that and the original scope was pretty long, like A-J and now was down to A through D because they had funneled things out. She stated that one of the things still on there was the idea of a citizen review board and nothing been voted on or approved by the Council yet. She started they wanted to understand the bigger picture and what they approved on Monday was getting the RFP so they could hire someone probably from a school research based approach in helping them dig into each one of those items and compared it to what the police department had already done for change. She stated the department started years ago
and what things still need to be tweaked and would use more of the research lens to help them hone in on creating a plan for any kind of reform and the Council would approve. She stated the Minneapolis citizen board had shut down and didn’t know if it was because all of the things they were working on or not just didn’t work out. She stated that one was still on the table because they didn’t think the Council wanted to be driving the ship and wanted that input by the community when they looked at it which was why HRC/MAC were working on it first before it came back to the Council. She stated the RFP was put out this week and it also would help with writing a plan and would see what happened with the RFP to hire someone to help HRC/MAC to work on that list.

She stated the hardest part of CARES Act money was that the state got it from the federal government at the beginning of the year and it took them until August because it had to go through the legislature to figure out how they were going to get the money out. She stated the city ended up with their allocation in August and had to have it spent by November and what Chief Cunningham said was used to fund things that cost the city extra money, funding staff and extra emergency items. She stated one of the things they approved in the plan was the city’s expenses first and then the community where businesses in the community could come in and request funds. She stated one of the things they approved for purchasing was a truck and a travel trailer that could be a health on the go system to get out in the community and to get into apartment buildings where people had less access to transportation and could do COVID testing, bring in PPE, do immunizations and would be similar to the Rec on the Go but Health on the Go and need a different piece of equipment to do that.

Commissioner Irvin stated the civilian review board in Minneapolis, the reason it died was that if someone wanted to put a complaint in, it had to go through their internal affairs and then they decided if the case would be complaint. He stated the city had that complaint review with the civil service Commission because they were empowered to do it.

Commissioner Bor stated Chief Cunningham said they submitted their costs and expectations but the criterial for having the funding and how you use it had changed with much more details. She stated the state issued that relatively late and why people were feeling pressure like with PPE, where they couldn’t just say how much they needed because they had to actually calculate the burn rate because people were allocating it in a much different way than what the manufacture recommended. She stated there was a lot of work to it and more details being asked which was good and the logistic people were not keeping good records as they went along and became even more difficult.

Commissioner Fufa stated that when it came to redistricting, they should have a common understanding of what was a good, what redistricting looked like and what were the criteria that made it good so the working group had an idea on how to go about and have the best outcome.

Commissioner Secara stated that was one of the reasons he contacted the city attorney for something like that and hopefully avoid problems to get a thorough understanding of what was expected. He stated from there they would proceed and wanted the subcommittee to have all info rmation so they could proceed confidently and produce an excellent outcome.

8. Adjournment

Motion Commissioner Bor, second Commissioner Fufa to adjourn the meeting. The motion carried unanimously. The meeting adjourned at 8:26 p.m.
Respectfully Submitted,

Devin Montero
Staff Liaison
Brooklyn Park Charter Commission Meeting Minutes
Wednesday, December 9, 2020 at 7:00 p.m.
This meeting was held by telephone or other electronic means.

1. Call to Order/Roll Call

Chair Scott Simmons called the meeting to order. Commissioners present: Dennis Secara, Teferi Fufa, Beatrice Otieno, John Hultquist, Evans Odhiambo, Dennis Secara, Scott Simmons, Andrew Schmid David Williams, Council Liaison Tonja West-Hafner and Staff Liaison Devin Montero.

Absent: Commissioners Barbara Bor, (excused), John Irvin

2. Additions/Approval of the Agenda of December 9, 2020

Motion Commissioner Hultquist, second Commissioner Fufa to approve the agenda as submitted.

Chair Simmons called for a roll call vote.

The vote on the motion carried unanimously on a roll call vote as follows: Yes-Fufa, Hultquist, Mabera, Odhiambo, Otieno, Secara, Schmid, Simmons, Williams; No-None.

3. Approval of Minutes – None.

4. Unfinished Business – None.

5. Reports of Officers, Boards, and Standing Committees

Commissioner Hultquist asked for a Council update on the budget and the Council liaisons for Commissions.

Council Liaison West-Hafner stated they didn’t do the Council liaison appointments until the first meeting in January. She stated the Council members were submitting their preferences to the Mayor and he would make the appointments.

She stated the budget was passed Monday night and approved a 0.33% increase in the levy there was and no increase to the HRA levy or EDA levy. She stated to get to that number, they cut almost 10 full time positions and last summer didn’t hire Code Enforcement staff. She stated the Council tried to get to zero but couldn’t make it work and still make sure everything was covered, the basic needs were handled and putting some funds aside for any potential police reform work that might come out of the study the Council ordered.

She stated there was a meeting on December 14 and the speed limit discussion was on the agenda and the EDA meeting was canceled. She stated the Council would also accept the resignation of Mayor Lunde and declare a vacancy at the December meeting as the result of him being elected to the Hennepin County Commissioner position. She stated at the January 4, 2021 meeting the Council will order the special election.

Commissioner Williams stated he read in the Star Tribune newspaper the city entered into a contract with a consultant to do a study on police reform. He asked when the information on that
study would be available.

Council liaison West-Hafner stated the Council just approved an agreement with the Wilder Foundation to do some analytical work and gathering conversation information to help the Council with the potential police reform work they were trying to get to the bottom of and what it was the Council needed to do, what needed to be done and when. She stated the information would be available in the spring. She stated the Wilder Foundation would also talk to people and look at data, policies and procedures to see if anything they needed to recommend to the Council to still do.

6. New Business

6.1 Charter Commission Work Plan

Chair Simmons stated he wanted to get a consensus on how they wanted to deal with Ranked Choice Voting (RCV) issue. He asked Commissioners if they had input on whether or how they would go forward with that issue. He stated it was the last meeting for the year and there would be a new Chair next year and for the good of the Commission needed to have some consensus on where the Commission wanted to go on the issue.

He stated the Commissioners received information along with some editorial types-pros and cons. He stated Minnetonka and Bloomington were having a referendum and asked the Commissioners how they wanted to go forward on the RCV issue.

Commissioner Williams stated the RCV report from 2015 was a good review and he looked for any updates and there were not many. He thought the issues and methods, pros and cons were current and he was not interested, unless the rest of the Commissioners wanted to proceed with it. He stated the Commissioners went through a 3- or 4-year process between 2002 and 2015 and the fatal flaw in it was that it seemed to be that they did not have very much political support and to put that kind of change into the City Charter it would require a significant political support.

He stated that even if the Commission said yes to pursue it there would be political opposition that would come out. He stated he supported the whole process in the way they voted in the city and it needed to go, not to the Charter Commission and might end up coming back to the Commission which was a good vehicle. He stated his opinion was that they needed to go back and find out or seek political support in the city for it.

He thought RCV was a wonderful way to vote and but thought it was just an improvement, for example, people used rotary phones and now moved on to cell phone technology and smart phones. He stated RCV was a better way to bring out the voice of the people. He stated there would be a special election for the Mayor and that would require a special primary and special election and could avoid that with one election. He stated that was the way they looked at RCV in the first place was based on the City Manager saying, was that something they should do based on a special election for the Mayor. He stated it was a good system and didn’t know what kind of political support there was for it and maybe more than in 2015 when there was no support on the Council for it. He stated there was very little understanding and support in the community and thought the Commission put together a good story and shouldn’t have gone forward because something basic of a change and improvement in the city needed to have political support.

Chair Simmons stated that was the failure then and didn’t have a barometer now to judge what
the support was from the community and didn’t seem to be a lot of attention unlike Bloomington and Minnetonka and the communities that passed it. He stated it was a drawn out fight in those communities and lots of editorializing and input and hadn’t seen the groundswell in Brooklyn Park to move forward on it. He stated if it became an amendment then it would be something to vote on through a referendum and would then attract a lot of attention. He stated he didn’t don’t see a groundswell for it going forward right now politically in the community. He stated it would also take more of an activist Council that had an interest in it. He stated in 2015 the Council voted against it and weren’t interested in it and now there were a few new Council members and didn’t know who was talking about it.

Commissioner Fufa asked what the actual voters thought about RC and did they have a way of polling or having a hearing on it. He asked how they knew if there was public support or not without having a mechanism which they gathered an opinion.

Chair Simmons stated that on social media, he didn’t see an outcry to say to do it. He didn’t see letters to the editor and candidates knocking on peoples doors when they were running for office and didn’t see the households telling those candidates that they wanted to do it. He stated there was no formal mechanism he was aware of and the best poll was the referendum when it came down to that. He stated he didn’t see a groundswell for it if talking about a formal mechanism, the city hadn’t done that. He stated there were some survey monkeys on political issues but that was not until it reached the Council level and had not seen it. He stated the community engagement staff could put it on the website but that was not scientific.

Council Liaison West-Hafner stated she could bring that to the Council now on potential costs; to a change to that. She stated the Council was struggling to trying to find a little bit of money to put aside to do the potential police reform. She stated she was not sure there was money to do that kind of change and didn’t think they had gone out and asked the residents through community engagement. She thought next year when they did the citywide survey there could be a question they asked on RCV. She stated she had not heard RCV talked about lately because most people understood how to get out and vote based on the last election where it had the biggest turnout of voting ever. She stated that if the Commission felt strongly about it she could ask the City Manager to get a question on the city wide survey.

Chair Simmons stated that was one way to get a more formal response and the Council was dealing with allocating limited funds and didn’t know if they would have the appetite for it. He stated there was one new Council member starting in January. He stated it was about how they proceeded on it unless the Commission was waiting for a more substantive formal response before the Commission went forward or not.

Commissioner Fufa stated that when the Commission said there was no appetite, they needed to have actual data or some sort. He stated they needed to think about those mechanisms for the future if they didn’t have it now, otherwise, they could say the Council wasn’t interested now or could just debate it in the Commission. He stated he didn’t have a specific position himself and when he was in Minneapolis, he voted for it and would vote for it if it came up but was not going to push it at tonight’s meeting that to go ahead with it.

Commissioner Mabera stated she supported putting out the survey to the residents before the Commission continued discussing the issue and wanted to hear how the residents felt about it. She stated if the residents were not in agreement with Ranked Choice, and stated the Africans in the community were not interest in that ranking, would find out next year in the survey.
Chair Simmons stated that was an idea to get it included in some sort of a more formal survey to the residents to get a more scientific based response. He stated he would leave it up to the Commission on the consensus where it was going to go. He stated if that was something they wanted to work toward, aspire to have it part of a more formalized survey, because a lot of those questions were political questions, the Council and the Commission decided on those things because the Commissioners were appointed and decided on behalf of the community on what they thought was the best approach. He stated it didn’t always come down governance by survey either and not inclined to govern by a survey. He stated he would leave that to the rest of the Commissioners to hear their thoughts where they would like to go with RCV.

Commissioner Schmid stated he echoed what the rest of the Commissioners had stated so far and get a poll of the community and see where they were thinking. He stated another way he saw it was the purpose of instituting RCV was to get an absolute majority of votes. He wondered how many instances something like that had come into place where they would use it within the last 10-15 years where utilization of RCV would have solved an issue they had in the past. He asked if anything would have played out differently then it had, had the RCV been in place. He stated there were other methods that worked very similar to RCV, the two round voting system, where it had two unambiguous votes where the RCV system was confusing and would require some training and informing of the public on how it worked and how they would do it whereas, if they just did two rounds of voting that was unambiguous because they were just voting for one person each time.

Council Liaison West-Hafner stated that whatever they decided as a Commission, she would take it back to the City Manager and talk about the city survey, community engagement and or even a work session where the Council and the Commission could engage on the Council's thoughts on it next year some time.

Commissioner Secara stated the Charter Commissions in both Bloomington and Minnetonka advised against RCV primarily based on costs, implementing it and also because there was a lack of clear-cut evidence that it would be better or worse than the current system. He stated the reason the city could not do RCV at the current time was because the elections were on even years where both Bloomington and Minnetonka had their municipal elections on odd years. He stated that if RCV was to have a future here, thought they needed to look at moving the municipal elections to odd years but to do that they needed to amend Section 4.02. He stated it would require amending it that was made back in the 80s, in which, the city decided to move all its elections to the regular cycle and not have elections every year. He stated they would have to amend Section 4.02 to move elections to odd years and saw it as putting the horse in front of the cart. He thought they should look at municipal elections in odd numbers years and could use the special election coming up next year as a basis for possible turnout or they could just eliminate the primary too.

Chair Simmons stated he did not follow the Charter Commissions in Bloomington, Minnetonka; or St. Louis Park which adopted it. He stated the St. Louis Park Commission might have wanted it and all three had odd year municipal elections and that would require a second ballot and was another issue.

He stated he heard a couple of things, there were alternative voting methods, the Georgia method of having a second runoff elections and hadn’t delved into that. He stated that as RCV stands, if they wanted to get their arms around the municipal interest, thought the Council when it organized
itself in January could talk about adding it to a survey. He stated he didn’t like to see survey
monkeys on a website because that was not scientific. He stated the survey methodology the city
used was formal and consistent and had some reputation to it and more comfortable with the
results going that direction if that was what the decision was going to be because they used that
polling entity for years and had credibility and wouldn’t object to that.

He stated that as far as putting it on the agenda for 2021 with the political will and support behind
it, he didn’t know if they wanted to put it on the agenda again in the short run. He stated that once
the political interest and will was there, thought it could come back if there was consensus to
suggest to the Council Liaison to talk to the City Manager to see if it was something that could be
incorporated in the survey.

Council Liaison West-Hafner stated she would check with the City Manager when the survey
would be sent out and let the Commission know that.

Chair Simmons stated that if she could find out when it would be sent out and let the Commission
know because the survey was about the livability in the city and asked the same questions every
cycle and that was the survey they were talking about to just add a question to it. He stated if
there was objection to that he appreciated hearing that and open to it and asked if that was
acceptable to Commissioner Williams to seek that out.

Commissioner Williams agreed and thought they should go and see what the community
information was and not so sure it was so simple in talking about. He stated it was such a new
idea to most people that to have an opinion on it that a certain amount of education was needed
to go with it. He stated he some misunderstanding tonight, it was different and didn’t think it was
complicated but was a different way to vote. He stated if they were to put out a survey and make
it meaningful, there would have to be some sort of education piece to it. He stated he was also
interested on who had a good pulse on the politics of the city Council and maybe the Council
Liaison could poll the Council on it and see where they stood on it. He stated that in 2015 there
wasn’t one Council Member including the Mayor who was supportive of it.

Commissioner Fufa stated people who might be disappointed of the current system are the voters
who wanted someone in there who thought they might have a ranked choice that had the system
might be different, their person might be there. He stated people who needed to give input were
the people who were active in the primary system and didn’t know how they would gauge that
because the majority of the people just came out and voted, then went home and not involved in
the primary system.

Chair Simmons thought Council Member West-Hafner could find a forum in which she could raise
the question to the Council Members and didn’t know it rose to the level of a work session because
it didn’t have the depth behind it. He suggested asking about the survey and how that worked.

Council Liaison West-Hafner stated she would check with the City Manager and see if he wanted
to put out an information poll of the Council, talk about the survey and get some information to
the Commission. She stated the Commission also would have a new Council Liaison next year
too.

Chair Simmons asked that she pass on the information to the next Charter Commission Council
Liaison and thanked Council Liaison West-Hafner for attending the meetings, participating and
sharing her thoughts.
He stated the RCV wouldn’t be pulled off as it was a placeholder on the Work Plan to the extent Commissioners wanted to bring it back and always able to do that working through the next Chair to bring it back for a follow up conversation.

6.2 Charter Section 4.03 Proposed Amendment

Chair Simmons stated he initiated the item because of a conversation he had with the city attorney prior to last Monday’s Council meeting. He stated the city attorney was giving the Council an update on how the vacancy worked with the special election for the upcoming vacancy of Mayor. He stated they noted there was a gap in the Charter which was unintentional in 2014 when the Charter was amended on how to deal with vacancies. He stated it was a housekeeping issue and an unintentional oversight which occurred him and the City Attorney Thomson while discussing it two weeks ago.

He stated in the first sentence of Section 4.03, it said:

“The Council shall, whenever there are *****such primary election shall be held on a date not less than 25 days prior to the general election.”

Chair Simmons stated it should be “special or General election.”

He stated because when the Commission amended the Charter in 2014 they did not eliminate the primary. He stated if it was a special election it would also have a special primary but the language in Section 4.03 was missing the word “special” and that was an inadvertent oversight. He stated that Section 4.03 and Section 2.06, Council Vacancies, went hand in glove and worked in tandem. He stated Section 4.03 was missing words referring to the special primary and that was where he wanted to add those two words and read:

“The Council shall, whenever there are more than two candidates filing for any city wide office or for resident Council member of any district, provide through ordinance or resolution for a primary election to be held city wide or in any particular district, and such primary election shall be held on a date not less than 25 days prior to the special or general election.”

He and the city attorney noticed there was some confusion in the charter early on whether or not there would be a primary for the vacancy of Mayor and in fact the Commissioners had decided there would be a primary for vacancies with a term remaining over a year. He stated he was asking the Commissioners to add those two words to Section 4.03.

Commissioner Hultquist stated he was the Chair of the Commission at that time when then Steve Lampi passed away and there were 12 candidates on the ballot and Council Member Lunde received the plurality of the votes but not a majority of votes and there was not a primary election at that time. He stated the Charter Commission looked at it at that time and said yes, whether it was a general election where it already had a primary if there were more than two candidates or in a primary of a special election they would want to have a primary to narrow it down so the eventual vote getter in the general or special election would have at least 50% of the vote. He stated he supported what Chair Simmons was suggesting being added to the Charter because that was the spirit and the intent of what the Commissioners wanted to do back in 2014.

Motion Chair Simmons, Second Commissioner Hultquist to amend Charter Section 4.03 to add the words, “special or” in the sentence to read:
The Council shall, whenever there are more than two candidates filing for any city wide office or for resident Council member of any district, provide through ordinance or resolution for a primary election to be held city wide or in any particular district, and such primary election shall be held on a date not less than 25 days prior to the special or general election.

Chair Simmons called for a roll call vote.

6.2 The motion passed unanimously on a roll call vote as follows: Yes-Fufa, Hultquist, Mabera, Odhiambo, Otieno, Secara, Schmid, Williams, Simmons; No-None.

Chair Simmons stated he didn’t know if they wanted to bank the amendment in anticipation of something else and the Staff Liaison to check with the City Attorney on the amendment.

7. Correspondence/Communications

Commissioner Hultquist stated he didn’t know if they were limiting the Work Plan discussion to only RCV or was an open invitation to discuss other items on the Work Plan.

Chair Simmons stated he didn’t anticipate any other discussions but was framed as an open ended discussion item. He stated the Commissioners would get the Work Plan in January along with electing officers. He stated if there was input on going forward to discuss the Work Plan now they could discuss it.

Commissioner Hultquist stated they could discuss it tonight or wait until January. He wanted to raise the attendance of Council member meeting attendance discussion and Council and part time city employment on the Work Plan and whether the Commissioners wanted to keep them on the Work Plan. He stated it was fine with him if they wanted to wait until January to discuss it.

Chair Simmons stated he did not contemplate going through those items and cleaning it up and only wanted to discuss ranked choice voting.

8. Adjournment

Motion Commissioner Fufa, second Commissioner Williams to adjourn the meeting.

Chair Simmons called for a roll call vote. The motion carried unanimously on a roll call vote as follows: Yes-Commissioners Hultquist, Mabera, Odhiambo, Otieno, Secara, Schmid, Williams, Fufa, and Chair Simmons. No-None. The meeting adjourned at 8:06 p.m.

Respectfully Submitted,

Devin Montero
Staff Liaison
COMMUNITY LONG-RANGE IMPROVEMENT COMMISSION (CLIC)

CLIC Officers: Kathy Fraser, Chair; Erik Meyers, Vice Chair
CLIC Members: Doneva Carter, Joseph Cooper, Elta 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 Terry Parks 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 December 10, 2020 Draft Minutes
   3.1A December 10, 2020 Draft Minutes

4. GENERAL AGENDA ITEMS
   4.1 Election of Officers
   4.2 2021 Work Plan Discussion
   4.2A Draft 2021 Work Plan
   4.3 Dementia Friendly Discussion

5. STANDING ITEMS
   5.1 Age Friendly Brooklyn Park
   5.2 Communications
   5.3 Housing Continuum
   5.4 Redevelopment / Development
   5.5 Future Planning

6. VERBAL REPORTS AND ANNOUNCEMENTS
   6.1 City Council Report: Council Member Terry Parks
   6.2 Staff Liaison Update: Jesse Struve
   6.3 Open Discussion

7. ADJOURNMENT
   7.1 Adjournment
I. ORGANIZATIONAL BUSINESS
   1. CALL TO ORDER: Chair Kathy Fraser called the meeting to order at 7:02 p.m.

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

   City Staff and Council Present: Staff Liaison Jesse Struve

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

   EXCUSED:

   Roll Call established that a quorum did exist for CLIC.

   2. APPROVAL AGENDA

   MOTION Fraser to approve the agenda, SECOND Meyers. MOTION PASSED UNANIMOUSLY APPROVING THE AGENDA.

II. STATUTORY BUSINESS

   3. CONSENT

   3.1 MOTION Sell, SECOND Turner to APPROVE the November 12, 2020 MINUTES. MOTION PASSED UNANIMOUSLY APPROVING the November 12, 2020 MEETING MINUTES.

   4. GENERAL AGENDA ITEMS

   4.1 2021 Work Plan
       • Review of 2020 workplan projects, goals, and outcomes
       • Discussion of new goals and outcomes
         o Interchange over 169 is now open after 10 years of planning
         o No sustainable funding for trails and sidewalks
         o Solar farm currently covers city usage
         o Water tower needs north of 610

   5. STANDING ITEMS

   5.1 Age Friendly Brooklyn Park
       • No new updates

   5.2 Communications
       • No new updates

   5.3 Housing Continuum
       • No new updates

   5.4 Redevelopment / Development
       • The City Hall project is wrapping up and should be completed shortly
5.5 Future Planning
   • No new updates

6. VERBAL REPORTS AND ANNOUNCEMENTS

6.1 City Council Report: Council Member Susan Pha
   • Not available for meeting
6.2 Staff Liaison Update: Jesse Struve
   • No new updates
6.3 Open Discussion
   • Question was raised regarding the timeline of the elections for new Mayor. If a primary election is required, it will be held this spring. General election will be held in summer. The positions will be open until filled.

7. ADJOURNMENT

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

The meeting was adjourned at 8:36 p.m.
Respectfully Submitted,
Jesse Struve
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 Hostetler. Motion approved.

Commissioner Volltrauer moved to approve the minutes from November 19, 2020. Motion seconded by Commissioner Brooks. Motion approved.

Acknowledge Multicultural Advisory Committee (MAC) members present – None

City Council Budget Update – Council Member Lisa Jacobson - The Council approved a budget at a 0.33% levy increase. Real people did lose their jobs with the budget. Staff worked really hard to lessen the impact on residents. The Wilder Research Police Evaluation/Assessment was funded. The Council voted for a place holder of $100,000 and there was talk of finding money along the way in other places. Also the DEI position may serve as the liaison to the HRC. Good synergies with the HRC.

The median-valued home will see a decrease in taxes. A slightly higher valued home would see a decrease or a flat tax bill.

Recommendation for 1 or 2 HRC, and CLIC and Recreation & Parks members to participate in the search process for the DEI position. How do you really measure equity and that the work is effective, with D&I work. We want the position to be successful. Where would they have benchmarks of success?

These are good things that we’re doing at the City. We should be communicating all the things we are implementing and working on.

Discuss HRC participation with Wilder Research consultants – Staff Liaison Wokie Freeman-Gbogba – 6:35 p.m.
Commissioner Volltrauer moves to nominate Commissioners Brooks and Wang to serve on the Advisory Committee with the Wilder Research Consultants. Commissioner Hostetler seconded. Motion approved.

Discuss Response to Email from Resident – Chair Aja King  
We want to make sure that the resident understands what the HRC is trying to do. He may not understand that we have a racial equity and bias problem in our community and we’re trying to address it. It was problematic that he singled out Dr. King and not the entire HRC. We should make sure that we respond as one united voice as a commission. That has to be very clear in the response. The work of the HRC is going to offend some people. Make sure that we stand by the work of the HRC.

Commissioners Hostetler, Eriksen and King and Hussain will draft the response to the resident.

Discuss Training for HRC Issues – Chair Aja King  
The Commission talked about this at the last meeting. Commissioner Shevlin-Woodcock was going to reach out to the MN Human Rights Department to see what they come up with.

We want to know how we can be the most effective as commissioners. How do we bring attention to the issue of bias with our neighbors? What are things we can do?

This is the reason behind the founding of the Hub (Brooklyn Park Community Foundation). The Hub is truly intended to bring people together. How do we get in front of a community response – bring people together and focus on how we’re more alike than we are different. There’s a Steering Committee – Curtis Bell, Darlene Bell, Pat Milton, Brenda Reeves, Josh Polanko.

The Community Forum on Race focused on racial healing circles. The hope is to have more racial healing circles in Brooklyn Park. People who attend will tell others and eventually they will come.

Maybe the DEI Manager could have a campaign on surface level reach – “being a good neighbor”.

Could the HRC learn how to do racial healing circles? Staff Liaison Freeman-Gbogba will reach out to Dr. Watts to see if we could have training for the HRC commissioners in facilitating racial healing circles. We have to be cognizant of what we’re asking of individuals who experience trauma in these experiences.

Determine Next Steps – Chair Aja King – 7:30 p.m.  
The City Council recognized that the HRC is putting in the work and meeting multiple times each month. The HRC has a lot on our plates and push through the work. Maybe squeeze in some training. At the next meeting, pull out the list of tasks that the HRC has identified.

City Council Liaison Report  
Council Member Lisa Jacobson is working on filling out Council liaison appointments. She said this will be her last meeting. She wants to make sure the person who’s appointed to the HRC will “show up”. She anticipates serving on the Wilder Advisory Committee. She said that she has had a great experience as the liaison to the

City Staff Report  
Staff Liaison Wokie Freeman-Gbogba pointed out that three of the Commissioners’ terms will be expiring on April 1, 2021 – Minn Wang, Mark Hostetler and Scott Volltrauer.

Old Business – None

New Business – Commissioner Wang mentioned that his employer, General Mills, is hosting a Martin Luther King Day event. He will share the info about it. Dr. Berniece King, Ambassador Andrew Young and the General Mills CEO will be speaking.

The work of the HRC matters. We did this all during a pandemic!
Commissioner Hussain moved to adjourn the meeting. Motion seconded by Commissioner Brooks. Motion approved.

Minutes respectfully submitted by City Staff Liaison Wokie Freeman-Gbogba.
Work Session Meeting Agenda

Wednesday, December 23, 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, DECEMBER 23, 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 Regular Meeting
Agenda
January 13, 2021 – 7:00 pm
City Hall Council Chambers via Zoom Conference Call

1. CALL TO ORDER
2. ROLL CALL/PLEDGE OF ALLEGIANCE
3. EXPLANATION BY CHAIR
   Please be advised that the public hearings are recorded and televised live on cable television and web-streamed over the internet at brooklynpark.org. The audio system will not pick up comments from the seating area. If you want to be heard and made a part of the public record, please go to the podium; speak into the microphone, stating your full name and address. Please sign the public hearing log book on the table near the entrance to ensure accuracy of name and address in the public record. Please note that the agenda for tonight’s meeting indicates that the Commission Chair has the prerogative to invoke a time limit for speakers during any public hearing in the interest of maintaining focus and the effective use of time. Thank you in advance for your cooperation.

The Planning Commission consists of nine resident-volunteer members appointed by the City Council to advise the City Council on planning and land use issues. The Commission discusses and evaluates development proposals based on zoning regulations and comprehensive plan policies. The Planning Commission vote is a recommendation that is forwarded to the City Council for official and final action.

4. APPROVAL OF AGENDA
5. ORGANIZATIONAL MEETING
   A. Election of Officers
      a. Chair
      b. Vice Chair
      c. General Officer
      d. Recreation and Parks Advisory Commission Liaison
   B. Adoption of Bylaws

6. CONSENT AGENDA
A. Friends of Excell Academy (Karen Stovall) – Variance #20-126 to place monument sign 9 feet closer to the 65th Avenue right-of-way at 5800 65th Avenue North. Continue until the February 10, 2021, meeting.

B. Minutes – December 09, 2020

7. PUBLIC HEARING

A. Twin Cities Orthopedics (Frauenshuh, Inc. – Ross Hedlund) – Development Plan Amendment, Conditional Use Permit, and Plat #20-127 for a 39,080 square foot 2-story medical office building at 5601 96th Avenue North.

Presented by: Todd Larson

8. OTHER BUSINESS (none)

9. DISCUSSION ITEMS

A. 2021 Work Plan

10. INFORMATION ITEMS

A. Council Comments
B. Commission Comments
C. Staff Comments

11. ADJOURNMENT

All members of the Planning Commission will participate in the meeting by telephone pursuant to Minnesota Statutes, Section 13D.021 rather than in-person at the Planning Commission’s regular meeting place at City Hall, 5200 85th Avenue North, Brooklyn Park, Minnesota. Members of the public can monitor the Commission meeting by watching it on CCX Media Channel 16 or by livestreaming it at https://nwsccc-brooklynpark.granicus.com/ViewPublisher.php?view_id=5

Property owners who want to address the Commission regarding an agenda item may do so by calling 763-290-0134 or emailing natalie.davis@brooklynpark.org by 4:30 PM on December 9, 2020. You will be asked to provide your name, address, email and phone number. You will then receive the call-in number and meeting ID. Public comments can also be submitted in advance in an email to Senior City Planner Larson at todd.larson@brooklynpark.org.

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.
RECREATION AND PARKS COMMISSION

The December 16, 2020–Recreation and Parks Commission Meeting has been canceled.

The January Recreation and Parks Commission Meeting will be held on January 20, 2021 from 6:30 – 8:30 p.m. as a virtual meeting.
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 January 20, 2021 AGENDA

4. APPROVAL OF MINUTES FROM November 18, 2020 MEETING

5. ACTION ITEMS
   1. ELECTION OF OFFICERS

6. GENERAL INFORMATION - PRESENTATIONS
   1. ALLIANCE YOUTH TO YOUTH SURVEY

7. OLD BUSINESS
   1. COUNCIL APPROVAL OF THE COOPERATIVE AGREEMENT
   2. APPROVAL OF THE 2021 BUDGET
   3. APPROVAL OF THE CIP

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
      • RACIAL EQUITY LENS ON PROGRAMS AND SERVICES

9. DISCUSSION ITEMS – NA
   1. RPAC WORK PLAN VS DEPARTMENT WORK PLAN

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

11. ADJOURNMENT
A combined regular meeting of the Shingle Creek (SC) and West Mississippi (WM) Watershed Management Commissions will be convened Thursday, January 14, 2021, 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.
   WM b. Treasurer’s Report and Claims** - voice vote.

3. Open forum.
   SC a. Presentation by Stephen Mastey, Crescent Cove Partnership Cost Share project.

4. Project Reviews.
   SC a. SC2020-013 Wild Wings Western Wetland Improvement Project, Plymouth.*

   SCWM c. Consider responses to solicitation of Interest Proposals.*
   SCWM d. Annual Appointments.
      1) Official newspaper, Osseo-Maple Grove Press  3) Deputy Treasurer, Judie Anderson
      2) Official depositories, US Bank, the 4M Fund  4) Auditor, Johnson & Company, Ltd.
   SCWM e. Name Nominating Committee. Election of officers will take place at the February meeting.
      Currently:  
      Chair: Andy Polzin  Gerry Butcher
      Vice Chair: Wayne Sicora  David Vlasin
      Secretary: Karen Jaeger  Karen Jaeger
      Treasurer: Harold Johnson*  Karen Jaeger
      *Johnson is no longer a SC Commissioner

7. Grant Opportunities.
8. Education and Public Outreach.
   SCWM a. WMWA Update.**
   SCWM b. Next WMWA meeting – 8:30 a.m., Tuesday, February 9, 2021. Virtual meeting at https://us02web.zoom.us/j/922390839?pwd=RU95T2ttL3FzOmxHcU9jcFhDdng1QT09  
      Meeting ID: 922 390 839 | Passcode: water | or by phone: +1 301 715 8592.
   SCWM 9. Staff Report.*
   10. Communications.
      SCWM a. Communications Log.*
      SCWM b. Request for statements of economic interest.*

9. Other Business.
10. Adjournment.
    * In meeting packet or emailed  ** Supplemental email / Available at meeting
    ***Previously transmitted  **** Available on website  v Item requires action
I. A joint virtual meeting of the Shingle Creek Watershed Management Commission and the West Mississippi Watershed Management Commission was called to order by West Mississippi Chairman Gerry Butcher at 12:46 p.m. on Thursday, December 10, 2020.

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

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, Diane Spector, and Katie Kemmitt, Wenck Associates, Inc.; Troy Gilchrist, Kennedy & Graven; and Judie Anderson and Amy Juntunen, JASS.

Also present were: Andrew Hogg, Brooklyn Center; Mitch Robinson, Brooklyn Park; Todd Tuominen, Champlin; Mark Ray, Crystal; Derek Asche, Maple Grove; Liz Stout, Minneapolis; Bob Grant and Megan Hedstrom, New Hope; Ben Scharenbroich and Amy Riegel, Plymouth; Richard McCoy and Marta Roser, Robbinsdale; Erick Megow, Wenck Associates; and Professor John Chapman, University of Minnesota.

II. Agendas and Minutes.

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

Motion by Jaeger, second by Vlasin to approve the West Mississippi agenda.* Motion carried unanimously.

[Sicora arrived 12:48 p.m.]

Motion by Schoch, second by Sicora to approve the minutes of the November 12, 2020 regular meeting.* Motion carried unanimously.

Motion by Roach, second by Butcher to approve the minutes of the November 12, 2020 regular meeting.* Motion carried unanimously.
III. Finances and Reports.

A. Motion by Jaeger, second by Schoch to approve the Shingle Creek December Treasurer's Report* and claims totaling $165,591.20. Voting aye: Vlasin, Quinn, Orred, Jaeger, Schoch, Wills, Roach, Gifford, and Sicora; voting nay – none.

B. Motion by Jaeger, second by Butcher to approve the West Mississippi November Treasurer's Report* and claims totaling $17,715.57. Voting aye: Vlasin, Prasch, Butcher, Jaeger, and Roach; voting nay – none.

Motion by Jaeger, second by Roach to approve the Mississippi Watershed Management Organization invoice for the 65th Avenue monitoring in the amount of $10,996.76. This invoice was included in the claims. Motion carried unanimously.

[Johnson arrived 12:50 p.m.]

IV. Open Forum.

A. Professor John Chapman presented, "What can we learn from urban stormwater manhole sumps?" Using inspection and clean-out records for 150 structures in the Twin Cities and 19 structures in St. Cloud from 2009 to 2019, his team was able to determine that inspection and clean-out twice/year allowed for a greater chance of full sediment capture. When modeling, a PSD coarser than NURP50 may be needed to represent an urban site. A sediment concentration of 400 mg/l may also better represent urban sites.

Chapman is an Assistant Research Professor for the University of Minnesota Department of Bioproducts and Biosystems Engineering and also serves as the Director of the Erosion and Stormwater Management Certification Program. He holds a Ph.D. in Civil Engineering and is a registered engineer in Minnesota and Colorado. He also conducts workshops for engineers, contractors and other professionals on stormwater management technology and regulations. His presentation will be uploaded to the Commissions’ website at http://www.shinglecreek.org/uploads/5/7/7/6/57762663/12-20-s_mtg_pkt_scwm.pdf.

B. Matthiesen announced that Wenck Associates has been purchased by Stantec, effective January 1, 2021. No changes in the role of Wenck as the Commissions’ technical advisor are anticipated.

V. Project Reviews.

A. SC2020-010 Hartkopf Park, Brooklyn Park.* The proposed project is park improvements including parking lot replacement, the addition of prefabricated restrooms, a large, multi-purpose grass field area, and new trails on a 25.3-acre city park parcel located at 7300 Florida Avenue North. 8.7 acres will be disturbed. There is no increase in impervious surface proposed. A complete project review application was received on November 20, 2020.

To comply with the Commission’s water quality treatment requirement, the site must provide ponding designed to NURP standards with dead storage volume equal to or greater than the volume of runoff from a 2.5” storm event, or BMPs providing a similar level of treatment - 85% TSS removal and 60% TP removal. Infiltrating 1.3-inches of runoff, for example, is considered sufficient to provide a similar level of treatment. If a sump is used the MnDOT Road Sand particle size distribution is acceptable for 80% capture.

Runoff from the parking lot is routed to two catch basins that will be outfitted with 4-foot sumps to treat runoff before it is discharged to the city storm sewer. A filtration basin on the east side of the new basketball courts will filter runoff from the courts before it is discharged to city storm sewer. A shallow infiltration basin on the east side of the park will infiltrate runoff from the sports field and existing trail. It will be outfitted with an overflow structure that flows to city storm sewer during the 10 and 100-
Grassed areas adjacent to paved trails provide additional infiltration and water quality treatment. The grassed trail areas, infiltration basin, and filtration basin have the capacity to infiltrate 1.3 inches of runoff from the impervious area within the disturbed project area. The applicant meets Commission water quality treatment requirements.

Commission rules require that site runoff is limited to preddevelopment rates for the 2-, 10-, and 100-year storm events. Runoff from the site is routed to a filtration basin, infiltration basin, and to vegetated buffers to reduce peak runoff. The applicant meets Commission rate control requirements.

Commission rules require the site to infiltrate 1.0 inch of runoff from new impervious area within 48 hours, but the applicant proposes to infiltrate 1.3 inches of runoff to meet the water quality requirements. The new and reconstructed impervious area on this site is 1.19 acres, requiring infiltration of 5,601 CF within 48 hours. The applicant proposes that the filtration basin, infiltration basin, and grassed trail areas have the capacity to infiltrate 6,505 CF within 48 hours. The applicant meets Commission volume control requirements.

The erosion control plan includes rock construction entrances, perimeter fabric fence and bioroll, silt fence surrounding infiltration and filtration basins, inlet protection, and native seed specified in the filtration basin. The erosion control plan meets Commission requirements.

The National Wetlands Inventory does not identify any wetlands on site. The applicant meets Commission wetland requirements. There are no Public Waters on this site. The applicant meets Commission Public Waters requirements. There is no FEMA-regulated floodplain on this site. The applicant meets Commission floodplain requirements.

The eastern side of the site is located in a Drinking Water Management Area (DWSMA) but is outside of the Emergency Response Area. The applicant proposes to infiltrate runoff through a vegetated filtration basin and a vegetated infiltration basin containing 18 inches of MNDOT biofiltration soil and seed and 6 inches of drainage. The applicant meets Commission drinking water protection requirements.

Door knocking, in-person public engagement events, and surveys were conducted between January and February 2020 for the project. Mailers were sent out to the park’s surrounding neighborhoods. The applicant meets Commission public notice requirements.

An Operations & Maintenance (O&M) agreement for stormwater BMP maintenance is not needed since the project is owned by the City.

A project review fee of $2,200 is being sent to the Commission by the City.

Motion by Schoch, second by Roach to advise the City of Brooklyn Park that project SC2020-10 is approved conditioned that the applicant can demonstrate by double ring infiltrometer or witness test that the filtration and infiltration basins can meet the design infiltration rate of 0.80 inches/hour. Motion carried unanimously.

B. SC2020-011 Lakeland Park, Brooklyn Park.* Park improvements including parking lot mill and overlay, replacement of a concrete picnic pad, two new basketball courts, a new paved trail loop, and regrading to create a new grass field area. The site is 10.03 acres. The project, located at 6901 66th Avenue North, will disturb 7 acres and result in a 0.48-acre increase to the impervious area. A complete project application was received on November 20, 2020.
To comply with the Commission’s water quality treatment requirement, the site must provide ponding designed to NURP standards with dead storage volume equal to or greater than the volume of runoff from a 2.5” storm event, or BMPs providing a similar level of treatment - 85% TSS removal and 60% TP removal. Infiltrating 1.3 inches of runoff, for example, is considered sufficient to provide a similar level of treatment. If a sump is used the MnDOT Road Sand particle size distribution is acceptable for 80% capture.

Runoff from the site is proposed to be routed to a 1-foot deep infiltration ditch surrounding the newly constructed multi-use fields and an infiltration basin north of the building and existing playground outfitted with an overflow structure that flows to city storm sewer during 2-, 10-, and 100-year events. Parking lot runoff drains directly to city storm sewer. Grassed areas adjacent to the new trails provide additional infiltration. The grassed trail areas, infiltration basin, and infiltration ditch have the capacity to infiltrate 1.3 inches of runoff from the impervious area within the disturbed project area. The applicant meets Commission water quality treatment requirements.

Commission rules require that site runoff is limited to predevelopment rates for the 2-, 10-, and 100-year storm events. Runoff from the site is infiltrated on site by an infiltration basin, infiltration ditch, and vegetated buffers. Site runoff for the 2-year event exceeds the pre-existing rate due to the additional impervious area that drains to the existing parking lot. The applicant meets Commission rate control requirements.

Commission rules require the site to infiltrate 1.0 inch of runoff from new impervious area within 48 hours, but the applicant proposes to infiltrate 1.3 inches of runoff to meet the water quality requirements. The new impervious area on this site is 1.52 acres, requiring infiltration of 7,170 CF within 48 hours. The applicant proposes an infiltration ditch and basin that have the capacity to infiltrate 7,170 CF within 48 hours. The infiltration ditch is outside of the paved trail and should not have compaction due to foot traffic. The applicant meets Commission volume control requirements.

The erosion control plan includes rock construction entrances, perimeter silt fence and bioroll, silt fence surrounding the infiltration pond and bordering the infiltration basin, and inlet protection. The erosion control plan meets Commission requirements.

The National Wetlands Inventory identified an emergent wetland on site; however, a field wetland delineation determined that there are no wetlands on-site. The applicant meets Commission wetland requirements. There are no Public Waters on this site. The applicant meets Commission Public Waters requirements. There is no FEMA-regulated floodplain on this site. The applicant meets Commission floodplain requirements. The site is not located in a Drinking Water Management Area (DWSMA). The applicant meets Commission drinking water protection requirements.

Door knocking, in-person public engagement events, and surveys were conducted between January-February 2020 for the project. Mailers were sent out to the park’s surrounding neighborhoods. The applicant meets Commission public notice requirements.

An Operations & Maintenance (O&M) agreement for stormwater BMP maintenance is not needed because the project is owned by the City.

A project review fee of $2,200 is being sent to the Commission by the City.

Motion by Schoch, second by Jaeger to advise the City of Brooklyn Park that project SC2020-11 is approved conditioned that the applicant can demonstrate by double ring infiltrometer or witness test that the infiltration basin can meet the design infiltration rate of 0.45 inches/hour. Motion carried unanimously.
In response to a concern expressed by Commissioner Gifford, following the meeting Matthiesen determined that the infiltration ditch is outside of the trail and there should be little to no foot traffic through it.

C. SC2020-012 Norwood Park, Brooklyn Park.* Park improvements including a new park building, reconstructed parking lot, a new basketball court, a small concrete pad, and new trails on a 32-acre city park parcel located at 8100 Newton Avenue North. 8.3 acres will be disturbed. There will be no net increase in impervious area. A complete project application was received on November 20, 2020.

To comply with the Commission’s water quality treatment requirement, the site must provide ponding designed to NURP standards with dead storage volume equal to or greater than the volume of runoff from a 2.5” storm event, or BMPs providing a similar level of treatment - 85% TSS removal and 60% TP removal. Infiltrating 1.3 inches of runoff, for example, is considered sufficient to provide a similar level of treatment. If a sump is used the MnDOT Road Sand particle size distribution is acceptable for 80% capture.

Runoff from the north side of the parking lot is routed to a catch basin that will be outfitted with 4-foot sump to treat runoff before it is discharged to the City storm sewer. The south portion of the parking lot, a portion of the building roof, and the existing pickleball courts drain to a proposed infiltration basin that overflows to City storm sewer during the 10- and 100-year events. Vegetated areas adjacent to the newly constructed trails will provide further infiltration. The grassed trail areas, and infiltration basin have the capacity to infiltrate 1.3 inches of runoff from the impervious area within the disturbed project area. The applicant meets Commission water quality treatment requirements.

Commission rules require that site runoff is limited to predevelopment rates for the 2-, 10-, and 100-year storm events. Runoff from the site is infiltrated on site by an infiltration basin and vegetated trail buffer. The applicant meets Commission rate control requirements.

Commission rules require the site to infiltrate 1.0 inch of runoff from new impervious area within 48 hours. The applicant proposes to infiltrate 1.3 inches of runoff to meet the water quality requirements. The disturbed impervious area on this site is 1.1 acres, requiring infiltration of 5,209 CF within 48 hours. The applicant proposes an infiltration ditch and basin that have the capacity to infiltrate 5,326 CF within 48 hours. The applicant meets Commission volume control requirements.

The erosion control plan includes rock construction entrances, perimeter silt fence and bioroll, silt fence surrounding the infiltration basin, native seed in the infiltration basin, inlet protection, and turf transition mat at the trench drain inlet to the infiltration basin. The erosion control plan meets Commission requirements.

The National Wetlands Inventory identified potential wetlands on site; however, a field wetland delineation determined that there are no wetlands on site. The applicant meets Commission wetland requirements. There are no Public Waters on this site. The applicant meets Commission Public Waters requirements. There is no FEMA-regulated floodplain on this site. The applicant meets Commission floodplain requirements. The site is not located in a Drinking Water Management Area (DWSMA). The applicant meets Commission drinking water protection requirements.

Door knocking, in-person public engagement events, and surveys were conducted between January-February 2020 for the project. Mailers were sent out to the park’s surrounding neighborhoods. The applicant meets Commission public notice requirements.

An Operations & Maintenance (O&M) agreement for stormwater BMP maintenance is not needed because the project is owned by the City.
A project review fee of $2,200 is being sent to the Commission by the City.

Motion by Schoch, second by Gifford to advise the City of Brooklyn Park that project SC2020-12 is approved conditioned that the applicant can demonstrate by double ring infiltrometer or witness test that the infiltration ditch and the infiltration basin can meet the design infiltration rate of 0.45 inches/hour. *Motion carried unanimously.*

VI. Watershed Management Plan.

Staff’s December 4, 2020 memo* provides an assessment of the progress made toward the goals of the Commissions’ 2020 Work Plan. The Third Generation Watershed Management Plan states that the Commissions will annually review progress toward Third Generation goals and that this evaluation will become part of the Annual Report.

The purpose of the annual review is to determine progress towards the goals and to be sure the Commissions stay on track to reach them. The annual review is also an opportunity to discuss whether the goals and actions in the Plan still make sense or if they should be modified or enhanced, perhaps to add new priorities. Ideally, this annual review is also an opportunity to start thinking about the 2021 work plan. Some highlights of the past year include:

ROUTINE BUSINESS

- Shingle Creek completed 12 reviews of development/redevelopment projects. The Commission acted as the WCA LGU for three wetland delineation/wetland type reviews; one no or incidental loss determination; and one exemption.
- West Mississippi completed seven reviews of development/redevelopment projects. The Commission acted as the WCA LGU for one wetland delineation/wetland type review; and two no or incidental loss determinations.
- Completed routine flow and water quality monitoring on Shingle and Bass Creeks at three locations, the Environmental Preserve (WM), contracted with MWMO at the 65th Avenue outfall (WM) and partnered with the USGS to maintain the USGS Shingle Creek real-time site.
- Undertook water quality monitoring on Eagle and Pike Lakes; Bass and Pomerleau Lakes; and Crystal Lake.
- Performed aquatic vegetation surveys and sampled zooplankton and phytoplankton on Crystal, Eagle, Pike, and Meadow Lakes, and curly-leaf pondweed delineations on Bass, Pomerleau, and Upper Twin Lakes.
- Completed a carp survey on Crystal Lake and a turtle survey on Meadow Lake.
- Watershed PREP classroom lessons were on hold due to COVID.

STUDIES

- The Shingle Creek Commission continued to work with the DNR to update the Special Flood Hazard Areas in the watershed (“the HUC8 Study”).
- Compiled data and completed two DO longitudinal surveys on Bass and Shingle Creeks for the Biotic and DO TMDL 5 year review.
- Worked with the City of New Hope and Meadow Lake Watershed Association to prepare and submit a Clean Water Fund grant application and to prepare a water appropriation permit to draw down Meadow Lake.
- Completed work on a subwatershed assessment for that part of Minneapolis that is within the Shingle Creek watershed.
PROJECTS

- Undertook year two of the SRP Reduction Project treatment system and monitored effectiveness.
- Worked with the City of Plymouth to undertake alum treatments on Bass and Pomerleau Lakes.
- Prepared and submitted Clean Water Fund grant application for the Shingle Creek Connections II and Bass Creek stream restoration projects.
- The Shingle Creek Commission received $110,000 Watershed-Based Implementation Funding for the Meadow Lake and Connections II projects.

Tables attached to Staff’s memo show each Third Generation Plan goal, noting progress to date and expected completion. Each of the strategic actions identified for the goal areas are also shown, noting work completed in 2020 and to date, as well as expected completion as general status. For the most part the Commissions are on track to meet goals, with the following exceptions:

- Work has not yet begun on the “sustainable water budget” project. Staff have had discussions with USGS staff about this but have not yet identified a funding source for this project.
- While Lower Twin, Ryan, and Schmidt Lakes have been delisted from the draft Impaired Waters list, you have a stretch goal of achieving delisting for Bass, Eagle, Crystal, and Middle Twin Lakes. The alum treatments on Bass and Pomerleau Lakes have already significantly improved water quality in those lakes and Staff hope to achieve a similar result in Crystal Lake. However they have not accumulated data for a long enough period for the lake to be delisted prior to the expiration of the Third Generation Plan.
- The Commissions have a goal to have completed subwatershed assessments for at least 25% of that part of the watersheds that developed prior to Commission rules in 1984. West Mississippi is on track to complete this goal but only 14% of pre-1984 development Shingle Creek will have been completed when the Minneapolis Subwatershed Assessment is completed. A more achievable goal would be 15%.
- The Commissions have a goal of maintaining the functions and values of priority wetlands but have not established a process by which that would be evaluated.

  Motion by Jaeger, second by Schoch to adopt the 2020 review. Motion carried unanimously.

  Motion by Johnson, second by Butcher to adopt the 2020 review. Motion carried unanimously.

VII. Water Quality.

Staff presented an overview of the 2020 monitoring activities on Crystal Lake. Tasks included bi-weekly water quality monitoring, collection of sediment cores, a spring vegetation survey, a carp population and age study, and zooplankton and phytoplankton monitoring. The purpose of the monitoring is to provide comprehensive baseline conditions prior to undertaking the 2021 alum treatment.

  The sediment core data showed high potential phosphorus release from lake sediments.
  Water quality (chlorophyll-a, TP, and Secchi depth) in 2020 did not meet State standards.

  Little or no aquatic vegetation was found, resulting in a low Lake Floristic Quality Index (FQI). Two aquatic plant species were found during the Submerged Aquatic Vegetation (SAV) survey – curly-leaf pondweed and white water lily.

  The DNR fisheries survey did not occur in 2020 due to COVID-19. Seventy-nine carp were captured in the Carp Abundance and Biomass Survey, equating to 311 lbs/acre. (The water quality impairment threshold is 89 lbs/acre.)
Preliminary data from the Otolith (fish aging) survey showed two distinct age classes – 6-9 years old and 13-16 years old.

Cyanobacteria were observed in the lake in August and dominated the summer phytoplankton community. The zooplankton community was dominated by taxa commonly seen in eutrophic lakes.

Staff will continue to interpret the data collected and begin preparing for the Spring 2021 alum treatment.

VIII. Grant Opportunities.

A. Included with Staff’s December 4, 2020 memo* are the final versions of the two Hennepin County Opportunity Grant applications for the SRP Channel Extension and Ryan Lake Shoreline Stabilization projects.

1. **SRP Channel Extension.** This $125,000 project would fill approximately 400 linear feet of the channel downstream of the Wetland 639W overflow weir with “cells” of iron-enhanced sand (IES). The cells are separated by a short clay berm that allows the flow to pool and filter through the IES to a drain tile at the bottom of the channel. It is estimated that this project will remove about 50 pounds of soluble reactive phosphorus (SRP) from the outflow discharging directly to Upper Twin Lake. SRP is the form of phosphorus that is most readily taken up by plants, and fuels algae blooms. The grant request is for $75,000, with $50,000 in match proposed from the Closed Projects Account.

2. **Ryan Lake Shoreline Stabilization.** Advanced by the City of Robbinsdale, this resiliency project would target ten private properties on the lake that currently are experiencing erosion and instability due to changed precipitation patterns, and would protect them from any further damage that might occur when emergency overflow pumping form Crystal Lake occurs. This grant request is for $50,000, matched $50,000 from the Partnership Cost Share program. Participants will be required to agree to maintain the buffers for at least ten years.

3. Also included in the meeting packet is an email* from Kris Guentzel from Hennepin County outlining the timeline for the Opportunity Grant application review process. Funding recommendations are anticipated around January 15, 2021.

B. The Commission has been informed that both the Connections II and Meadow Lake alum projects have been approved for funding with Clean Water Grants. Since both of these projects were also submitted for Watershed-based funding, Staff is working with Board of Water and Soil Resources (BWSR) staff to best leverage these funds or, alternatively, to substitute the Bass Creek project for WBIF funding.

IX. Education and Public Outreach.

A. The West Metro Water Alliance (WMWA) will meet on Tuesday, January 12, 2021. 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 passcode is water.

B. Watershed PREP and Education and Outreach Events.* Sharon Meister, one of the WMWA educators, has converted classroom Lesson #1 into a virtual, on-line learning experience. The lesson is posted to the WMWA website and to YouTube where it is available to educators, students, and the general public. She will also be sending out a link to the video to the teachers that she and the other educators have worked with in the classroom. The video can be viewed at westmetrowateralliance.org/.
C. **Roots Display.** The new tabletop native plants roots displays have been completed and been delivered to the various groups that joined in on WMWA’s order. Photos of the display are included in Staff’s December 10, 2020 memo.* They are much more lightweight than the old versions and much easier to transport. WMWA is creating a checkout system and the display will be available for use by any of the cities in the four watersheds and potentially other parties.

D. **NPDES Education and Outreach.** Several staff from the cities in the four watersheds are banding together to prepare a checklist of requirements in the newly reissued NPDES General Permit. One of the subgroups is focusing specifically on the new or expanded education and outreach requirements in the permit and where there are gaps or where there may be a benefit to developing regional resources. WMWA is updating its catalog of resources that may be applicable to the new requirements. The cities and WMWA will work together over the next few months to jointly and cooperatively meet this need.

E. **Website/Social Media.** Website Google Analytics for the last 11 months are also included in Staff’s memo. From January 1 – December 7 there were 9,233 page views, of which 7,383 were unique views. The difference between the two is this: if a user lands on the home page, then jumps to a content page, then back to the home page, that would count as three page views, but only 2 unique page views. The behavior flow chart shows the most common landing page was the home page, followed by the meeting minutes, where the notice of availability includes a direct link to the page. Other popular landing pages were the Twin Lake Carp and the Biochar Filters projects, both of which were promoted on social media. The TAC meeting page with 115 direct clicks as well as clicks on other pages are lumped together in the grouping (57 more pages). So, while the website is used mainly to access meeting and application materials, it is a good forum for sharing specific project information and gets decent traffic on other more general interest pages.

Metrics for the Facebook page are also shown. *Facebook Impressions* is the number of times a post came up in a person’s feed; *reach* is the number of times a post was viewed in a feed; and *engagement* is an action – a click, comment, share, or reaction. The site gained 56 new followers in 2020. The most engaging post was a repost of a CCX news story on the upcoming Crystal Lake improvements. This post was shared to the Birdtown Club page, an interest group focused on happenings in Robbinsdale.

F. **Hennepin County Chloride Initiative (HCCI).** Staff’s December 4, 2020 memo* provides an update on the initiative. The eleven WMOs in Hennepin County elected to set aside 10 percent of the BWSR Watershed-Based Funding from the 2018 Pilot Program, or $101,800, specifically for joint, countywide chloride reduction initiatives. The Hennepin County Chloride Initiative is comprised of one representative designated by each WMO. Ben Scharenbroich represents Shingle Creek and Andrew Hogg represents West Mississippi. The Riley-Purgatory-Bluff Creek Watershed District serves as coordinator and fiscal agent for the Hennepin County Chloride Initiative (HCCI).

Since that time the HCCI has been primarily engaged in better understanding barriers to chloride reduction BMPs and assessing training needs. The group has been partnering with the MPCA on one of the identified training needs – outreach and training opportunities for property managers. A training workshop has been developed and an accompanying handbook has recently been made available on the MPCA’s website at: [https://www.pca.state.mn.us/water/salt-applicators](https://www.pca.state.mn.us/water/salt-applicators). The handbook is intended to accompany the workshop, not replace it.

Attached to Staff’s memo are the notes from the December 1, 2020 HCCI meeting. As noted, MPCA will be translating the manuals and training materials into Spanish and may make other languages available if there is demand. The grant funding that the MPCA and other WMO partners used
to subsidize the training cost per person has been expended, so the cost to offer a Smart Salt workshop is now $2,000. Neither Shingle Creek nor West Mississippi has in the past partnered with the MPCA to offer local Smart Salt training. Shingle Creek did work with the MPCA and Fortin Consulting to offer workshops that preceded the development of the Salt Smart training after the Shingle Creek chloride TMDL was first approved. Most of the attendees were city staff. The West Metro Water Alliance (WMWA) may elect to offer one or more workshops in the future but has no plan to do so at this time.

Most of the HCCI grant funding is still available for implementation. One potential demonstration project that is in the initial stages of discussion is the Parkers Lake Chloride Reduction Project that is a partnership with Bassett Creek and the City of Plymouth, also shown in Staff’s memo. That project would take a commercial/industrial area and search for willing partners to implement chloride reduction BMPs to see what it would take to make a measurable reduction in chloride in runoff. This is in the early stage of discussion and the city and Bassett are developing some specifics for consideration at a future meeting.

X. Staff Report.

No report this month.

XI. Communications.

November Communications Log.* No items required action.

XII. Other Business.

A. Staff announced that the biannual solicitation of letters of interest for legal, technical, and administrative consultants will be published in the December 14, 2020 edition of the State Register. Deadline for responses is January 5, 2021. Responses will be considered at the Commission’s January 14, 2021 meeting.

B. The next Technical Advisory Committee meeting is scheduled for 10:30 a.m., Wednesday, January 20, 2021.

XIII. Adjournment. There being no further business before the Commissions, the joint meeting was adjourned at 2:44 p.m.

Respectfully submitted,

Judie A. Anderson,
Recording Secretary

JAA:tim