

Thursday, February 8, 2024  
6:00 P.M.

Brooklyn Park City Hall – Meeting Room A203  
5200 85<sup>th</sup> Avenue North

## COMMUNITY LONG-RANGE IMPROVEMENT COMMISSION (CLIC)

CLIC Officers: Tekoa Cochran (Chair), John Schaefer (Vice Chair), Brenda Reeves (Secretary)  
CLIC Members: Andrea Boyle, Nicholas Campbell, Patrick Chittester, Etta Gbeizon-Bornor, Mary Hoogheem, Cindy Johnson, Shelley Marbut, Edna McKenzie, Amy Nop, Beauty Ojo, Umebe Onyejekwe, John Pharr

City: CLIC Council Liaison XP Lee and CLIC Staff Liaison Mitch Robinson

If you need these materials in an alternative format or need reasonable accommodations for a Community Long-range Improvement Commission meeting, please provide the City with 72-hours' notice by calling 763-424-8000 or emailing Josie Shardlow at [josie.shardlow@brooklynpark.org](mailto:josie.shardlow@brooklynpark.org). Si usted necesita esta información en español, llame al 763-424-8000 y solicite un intérprete; Yog xav tau kev pab, 763-424-8000.

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

- I. ORGANIZATIONAL BUSINESS
  - 1. CALL TO ORDER/ROLL CALL
  - 2. APPROVAL OF AGENDA
- II. CLIC STATUTORY BUSINESS
  - 3. CONSENT
    - 3.1** Consider Approving CLIC January 11, 2024 Draft Minutes
      - 3.1A** CLIC January 11, 2024 Draft Minutes
  - 4. GENERAL AGENDA ITEMS
    - 4.1** 2024 Draft Work Plan
      - 4.1A** Draft Work Plan
    - 4.2** Sub-Committee Discussion
  - 5. STANDING ITEMS
    - 5.1** Community Engagement
    - 5.2 Future Planning
  - 6. VERBAL REPORTS AND ANNOUNCEMENTS
    - 6.1** City Council Report: Council Member XP Lee
    - 6.2 Staff Liaison Update: Mitch Robinson
    - 6.3 Open Discussion
  - 7. ADJOURNMENT
    - 7.1 Adjournment

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**DRAFT**  
**MEETING OF THE COMMUNITY LONG-RANGE IMPROVEMENT COMMISSION (CLIC)**  
**City of Brooklyn Park**  
**January 11, 2024, CLIC Meeting Minutes**

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**I. ORGANIZATIONAL BUSINESS**

- 1. CALL TO ORDER:** Chair Brenda Reeves called the meeting to order at 6:02 p.m.

**ROLL CALL PRESENT:** Brenda Reeves, Chair

**PRESENT:** Nicholas Campbell, Patrick Chittester, Tekoa Cochran, Mary Hoogheem, Cindy Johnson, Shelley Marbut, Edna McKenzie, Beauty Ojo, John Schaefer

**City Staff and Council Present:** Staff Liaison Mitch Robinson

**EXCUSED:** Etta Gbeizon-Bornor, Amy Nop, John Pharr

**ABSENT:** Andrea Boyle, Umebe Onyejekwe, Council Liaison XP Lee

Roll Call established a quorum did exist.

- 2. APPROVAL AGENDA**

2.1 MOTION COCHRAN, SECOND JOHNSON TO APPROVE JANUARY 11, 2024, AGENDA, MOTION PASSED UNANIMOUSLY

**II. CLIC STATUTORY BUSINESS**

- 3. CONSENT**

3.1 MOTION MARBUT, SECOND OJO TO APPROVE DECEMBER 14, 2023, MINUTES. MOTION PASSED UNANIMOUSLY APPROVING THE DECEMBER 14, 2023, MEETING MINUTES

- 4. GENERAL AGENDA ITEMS**

4.1 Election of Officers

MOTION CAMPBELL, SECOND MARBUT TO ELECT TEKOA COCHRAN AS CHAIR OF THE BROOKLYN PARK COMMUNITY LONG-RANGE IMPROVEMENT COMMISSION.  
MOTION PASSED UNANIMOUSLY

MOTION CAMPBELL, SECOND JOHNSON TO ELECT JOHN SCHAEFER AS VICE CHAIR OF THE BROOKLYN PARK COMMUNITY LONG-RANGE IMPROVEMENT COMMISSION.  
MOTION PASSED UNANIMOUSLY

MOTION JOHNSON, SECOND OJO TO ELECT BRENDA REEVES AS SECRETARY OF THE BROOKLYN PARK COMMUNITY LONG-RANGE IMPROVEMENT COMMISSION.  
MOTION PASSED UNANIMOUSLY

4.2 2024 Draft Work Plan

- Ideas presented for 2024 included:
  - o Continue Mobility, Housing, and Friendly and Safe City for All Ages work
  - o Task force/sub committee for cannabis legalization
    - Tekoa and John S to research
  - o Senior citizens work for city/county to pay property taxes
    - Mary to research

- Financial assistance for aging homes
- Electric Mobility
  - Converting city vehicles to electric vehicles and public use chargers
  - Solar panels for new and existing developments
- Strategic Planning
  - CLIC to assist with goal planning for the City
  - Community Engagement move to a bullet point underneath

#### 4.3 Sub-Committee Discussion

##### Mobility – Nicholas, Shelley, Edna

- Presented Complete Streets Policy powerpoint

MOTION COCHRAN, SECOND OJO TO RECOMMEND COMPLETE STREETS POLICY BE PRESENTED TO THE CITY COUNCIL.

MOTION PASSED UNANIMOUSLY

##### Housing – Tekoa, Cindy, Beauty, Brenda

- No update

##### Friendly and Safe City for All Ages – Mary, Etta, Umebe, Tekoa, Andrea

- Brooklyn Bridge Alliance for the Youth to present at March CLIC meeting

## 5. **STANDING ITEMS**

### 5.1 Community Engagement

- Move to a bullet point under Strategic Planning

### 5.2 Future Planning

- Updated draft work plan

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

### 6.1 City Council Report: Council Member XP Lee

- Councilmember not in attendance

### 6.2 Staff Liaison Update by Mitch Robinson

- No update

### 6.3 Open Discussion

## 7. **ADJOURNMENT**

### 7.1 Adjournment

MOTION COCHRAN, SECOND JOHNSON . MOTION PASSED UNANIMOUSLY

Meeting ended at 7:40 p.m.

Respectfully Submitted,  
Mitch Robinson

# City of Brooklyn Park Community Long-Range Improvement Commission

<b>Agenda Item:</b>	4.1	<b>Meeting Date:</b>	February 8, 2024
<b>Agenda Section:</b>	GENERAL AGENDA ITEMS	<b>Originating Department:</b>	Staff Liaison
<b>Resolution:</b>	N/A	<b>Prepared By:</b>	Mitch Robinson
<b>Ordinance:</b>	N/A		
<b>Attachments:</b>	1	<b>Presented By:</b>	Mitch Robinson
<b>Item:</b>	2024 Workplan Discussion		

## Proposed Action:

Discuss and draft 2024 Workplan.

## December 2023 Ideas:

- Cannabis task force
  - o City staff waiting on model ordinances
    - Recent panel at City Council work session
    - <https://cannabis.mn.gov/>
- Senior citizens work for City/County to pay property taxes
  - o <https://www.revenue.state.mn.us/property-tax-deferral-senior-citizens>
- Financial assistance for aging home infrastructure
  - o City housing loan programs
    - <https://www.brooklynpark.org/housing/home-improvements/>
- City conversion to EV
  - o Public use chargers
    - Electric Mobility
    - <https://www.brooklynpark.org/cleap/#project-background>
    - Being present to Planning Commission in January
- Solar panel installation
  - o Existing buildings and new developments
    - State statute prevents requiring solar panels with new development
    - Incentive programs available through state/federal government
    - <https://programs.dsireusa.org/system/program/mn>

## Attachments:

- Draft CLIC Workplan

# Workplan | Community Long-Range Improvement Commission

Mar. 2024 - Feb. 2025

Time frame	Project or Task(s)	BP2025	Purpose (see next page for info)	Outcome (fill in after completed)
Late 2024	<b>Friendly and Safe City For all Ages</b>  <u><b>Purpose Statement</b></u> <i>People of all ages have the resources they need to feel healthy and safe.</i>	<input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input checked="" type="checkbox"/> 6	<input checked="" type="checkbox"/> <b>Report/Comment</b> <input checked="" type="checkbox"/> <b>Recommend</b> <input checked="" type="checkbox"/> <b>Act</b> Initiated by: <input checked="" type="checkbox"/> <i>Commission</i> <input checked="" type="checkbox"/> <i>Council</i> <input type="checkbox"/> <i>City Manager</i>	<ul style="list-style-type: none"> <li>Keep this topic in front of the Council</li> <li>Participate in planning of Senior Center and Park System Plan Projects.</li> <li>Review BP's Age Friendly Plan and provide recommendations to include all age groups.</li> <li>Identify ways to stay engaged in state programs</li> <li>Incorporate best practices outlined in the AARP Age Friendly guidelines.</li> <li>Youth Wellbeing – improve existing programs and explore new ones.</li> <li>Create ways to celebrate all cultures in BPbroo</li> <li>Research options for alternatives for senior citizens to pay for property taxes</li> <li>Create ways to celebrate all cultures in BP</li> </ul>
Late-2024	<b>Strategic Planning</b>  <u><b>Purpose Statement</b></u> <i>To promote resident engagement that supports inclusion, decision making, and diversity.</i>	<input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input checked="" type="checkbox"/> 6	<input checked="" type="checkbox"/> <b>Report/Comment</b> <input checked="" type="checkbox"/> <b>Recommend</b> <input checked="" type="checkbox"/> <b>Act</b> Initiated by: <input checked="" type="checkbox"/> <i>Commission</i> <input checked="" type="checkbox"/> <i>Council</i> <input checked="" type="checkbox"/> <i>City Manager</i>	<ul style="list-style-type: none"> <li>Form a subcommittee to provide input on the upcoming future planning for the City</li> </ul>
Late-2024	<b>Housing</b>  <u><b>Purpose Statement</b></u> <i>Advocating for creating and maintaining habitable and affordable housing for all residents.</i>	<input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input checked="" type="checkbox"/> 6	<input checked="" type="checkbox"/> <b>Report/Comment</b> <input checked="" type="checkbox"/> <b>Recommend</b> <input checked="" type="checkbox"/> <b>Act</b> Initiated by: <input checked="" type="checkbox"/> <i>Commission</i> <input type="checkbox"/> <i>Council</i> <input type="checkbox"/> <i>City Manager</i>	<ul style="list-style-type: none"> <li>Review Housing Study recommendations (CURA) and City Policy on housing.</li> <li>Work with HRC to ensure policies / programs are included to promote home ownership that reflects the community.</li> <li>Collaborate and Support the HRC in their Housing efforts to improve housing.</li> <li>Continue to explore long term housing for life transitions.</li> <li>Look for ways to ensure safe housing for all.</li> <li>Look for ways to provide financial assistance to homeowners for home improvements</li> </ul>
ongoing	<b>Mobility</b>  <u><b>Purpose Statement</b></u> <i>To improve the ped environment and infrastructure to encourage walking, biking, and transit as a safe and accessible mode of transportation in BP.</i>	<input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input checked="" type="checkbox"/> 6	<input checked="" type="checkbox"/> <b>Report/Comment</b> <input checked="" type="checkbox"/> <b>Recommend</b> <input checked="" type="checkbox"/> <b>Act</b> Initiated by: <input checked="" type="checkbox"/> <i>Commission</i> <input type="checkbox"/> <i>Council</i> <input type="checkbox"/> <i>City Manager</i>	<ul style="list-style-type: none"> <li>Make recommendations for improved East-West Mobility (Transit, trails, &amp; sidewalks).</li> <li>Engage Development / transportation improvement (LRT and 252 projects) impacts on gentrification, rent levels, property taxes, &amp; housing policy.</li> <li>Identify best practices for bike and ped safety.</li> </ul>

# Workplan | Community Long-Range Improvement Commission

Mar. 2024 - Feb. 2025

Future Planning		<input checked="" type="checkbox"/> Report/Comment <input checked="" type="checkbox"/> Recommend <input type="checkbox"/> Act
Initiated by:		
<input checked="" type="checkbox"/> Commission <input type="checkbox"/> Council <input type="checkbox"/> City Manager		
2024	<input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input checked="" type="checkbox"/> 6	<ul style="list-style-type: none"> <li>• Conduct self-assessment through the Walk Friendly Communities organization.</li> <li>• Add BP to PlacesForBikes City Ratings program</li> <li>• Complete Streets Policy</li> <li>• Promote progress for increasing steps in the GreenStep program</li> <li>• Review, comment, and question how the CIP / CEP supports CLIC's work plan.</li> <li>• 2025 CLIC work plan.</li> <li>• Use results of the Census to inform future recommendations and decisions.</li> <li>• Provide input on the City's Cannabis legalization process</li> <li>• Provide input on the City's Electric Mobility project</li> <li>• Keep informed about new engagement strategies.</li> <li>• Provide recommendations for improvement with the Community Engagement Team.</li> </ul>

1: United Community    2: Beautiful Places    3. Thriving Economy    4. Healthy & Safe People    5. Increased Equity    6. Effective & Engaging Gov't

Notes:

December 2023 Ideas List:

- Cannabis task force
  - o Future planning
  - o John S, Tekoa for sub committee?
- Senior citizens work for City/County to pay property taxes
  - o Find out more information
  - o Reach out to Rec/Park
  - o Mary to look into the program of other cities
  - o Friendly and Safe City for All Ages
- Financial assistance for aging home infrastructure
- City conversion to EV
  - o Combine with solar panel
  - o Future planning
  - o Public use chargers

# Workplan | Community Long-Range Improvement Commission

Mar. 2024 - Feb. 2025

- Solar panel installation
  - o Existing buildings and new developments
- Move important Community Engagement bullet points elsewhere
- Connect new neighbors

Main topics of concern. Sub-committees to form on the following projects:

1. Housing
  - a. Beauty, Cindy, Tekoa, Brenda
2. Friendly and Safe
  - a. Mary, Umebe, Amy, Etta, Cindy
3. Mobility
  - a. Shelley, Edna, Nicholas

## Workplan Projects: What's the purpose?

# Workplan | Community Long-Range Improvement Commission

Mar. 2024 - Feb. 2025

Commissions can either initiate a project themselves OR be asked by the Council or City Manager to do one of the following:

## Report/Comment

- Commission studies a specific issue or topic and **reports its findings or comments to the Council**, either in writing or in a Council meeting.
- Commission does not vote.
- No direct action is taken.

*Example: Charter Commissioner provided a memo on the topic of Council Members being employed by the City part-time, at the Council's request.*

## Recommend

- Commission reviews a specific policy issue and **makes a formal recommendation** to City Council on what action to take.
- A recommendation requires a majority of the Commissioners' support.
- Individual member comments are not included.

*Examples: Planning Commission recommends approval on land use actions; RPAC made a recommendation on amplified sound policy.*

## Act

- Commission **initiates or takes on a project**, approved by Council through their workplan.

*Example: HRC partnered with a community organization on an event; City Manager requests that HRC coordinate the "All Are Welcome" sign contest.*



# Brooklyn Park 2025 Community Goals

**Working together to make Brooklyn Park a thriving community  
inspiring pride where opportunities exist for all.**

We asked and you answered! Our community wants to accomplish these goals by the year 2025:

### **United Community**

**A united and welcoming community, strengthened by our diversity.**

- We have connected neighbors who understand and celebrate our unique cultures.
- Brooklyn Park is unified with a strong positive identity and image.
- Our community's activities, events and services are inclusive, multi-cultural, and accessible.
- We have places and spaces for diverse communities to gather.
- Residents of every age contribute to our community.

### **Beautiful Places**

**Beautiful spaces and quality infrastructure make Brooklyn Park a unique destination.**

- Modern transportation options (drive, ride, walk, bike) connect people to education, jobs, and recreation.
- Quality recreation and park amenities inspire activity for all ages and interests.
- Our rich diversity is showcased through our vibrant music, art, food, entertainment, and cultural scene.
- Attractive key corridors, corners, and city centers create destinations that meet community needs.
- Neighborhoods are well-maintained with quality housing for all ages and incomes integrated throughout the community.

### **Thriving Economy**

**A balanced economic environment that empowers businesses and people to thrive.**

- People of all ages and backgrounds enjoy financial stability.
- Residents and visitors support an abundance of retail stores, restaurants, and entertainment venues.
- Our business environment inspires private investment and job growth.
- Business and organizations of all types, sizes and specialties start, stay and grow here.
- We are a leader in environmental sustainability, benefiting our economy and community.

### **Healthy and Safe People**

**People of all ages have what they need to feel healthy and safe.**

- Neighborhoods are empowered and supported by strengthened positive relationships with police.
- Youth are engaged in positive and quality experiences.
- Aging adults have services and amenities to thrive and age in place.
- Everyone has access to quality healthy food options.
- People have access to quality medical and emergency care.

### **Increased Equity**

**Partnerships that increase racial and economic equity empower residents and neighborhoods to prosper.**

- Each resident has access to the training and support needed to get and keep a living wage job.
- Each student graduates high school with a pathway to college or career.
- Aging neighborhoods and commercial centers are revitalized through continuous investment.
- The community provides necessary supports and services for community members to overcome life challenges such as hunger, mental illness, and homelessness.

### **Effective, Engaging Government**

**Effective and engaging government recognized as a leader.**

- The City provides quality services at a reasonable cost.
- Elected officials, commissions, and City staff reflect the diversity of the community and are culturally competent.
- City information is clear, accessible, and delivered in ways that meet the community's needs.
- City laws are understandable, equitably enforced, and relevant to the community.
- The City is well-managed and recognized as a great place to work.

# City of Brooklyn Park Community Long-Range Improvement Commission

<b>Agenda Item:</b>	4.2	<b>Meeting Date:</b>	February 8, 2024
<b>Agenda Section:</b>	GENERAL AGENDA ITEMS	<b>Originating Department:</b>	Staff Liaison
<b>Resolution:</b>	N/A	<b>Prepared By:</b>	Mitch Robinson
<b>Ordinance:</b>	N/A		
<b>Attachments:</b>	X	<b>Presented By:</b>	Mitch Robinson
<b>Item:</b>	Sub-Committee Update		

## Proposed Action:

### Overview:

Sub-committee to help facilitate ideas for community participation in:

- Friendly and Safe City for All Ages
- Housing
- Mobility
- At the January 22<sup>nd</sup> meeting, City Council decided to establish a task force comprised of a sub committee from CLIC (6 members), one member from each other City commission, three City Council members, and 4-8 City staff.
  - o Will meet during a portion of 4-5 CLIC meetings in 2024