

Thursday, May 16, 2024
7:00 P.M.

Brooklyn Park City Hall – Meeting Room A206
5200 85th 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, Theo Harris, Nailah Hendrickson, Mary Hoogheem, Patrick Hoth, Cindy Johnson, Shelley Marbut, Edna McKenzie, 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 access@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 April 11, 2024 Draft Minutes
 - 3.1A** CLIC April 11, 2024 Draft Minutes

 4. GENERAL AGENDA ITEMS
 - 4.1** Racial Equity Principles Update
 - 4.2** Commission Bylaws
 - 4.3** Emerging Leaders Participation

 5. STANDING ITEMS
 - 5.1** Sub-Committee Discussion

 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

City of Brooklyn Park Community Long-Range Improvement Commission

Agenda Item:	4.1	Meeting Date:	May 16, 2024
Agenda Section:	GENERAL AGENDA ITEMS	Originating Department:	Staff Liaison
Resolution:	N/A	Prepared By:	Mitch Robinson, Staff Liaison
Ordinance:	N/A		
Attachments:	N/A	Presented By:	Marcellus Davis, Racial Equity and Diversity Inclusion Manager
Item:	Racial Equity Principles		

Overview:

Follow up on CLIC's contributions to the recently established Racial Equity Principles

City of Brooklyn Park Community Long-Range Improvement Commission

Agenda Item:	4.2	Meeting Date:	May 16, 2024
Agenda Section:	GENERAL AGENDA ITEMS	Originating Department:	Staff Liaison
Resolution:	N/A	Prepared By:	Mitch Robinson, Staff Liason
Ordinance:	N/A		
Attachments:	1	Presented By:	Mitch Robinson, Staff Liason
Item:	Commsions By-law Review		

Proposed Action:

Review the CLIC current by-laws and consider changing the meeting time to 7 PM for 2024

Overview:

At the April 11th CLIC meeting, commissioners were in favor of changing the official meeting time to 7 PM. The by-laws should be updated to reflect this change along with any other Commission recommendations.

**CITY OF BROOKLYN PARK
COMMUNITY LONG-RANGE IMPROVEMENT COMMISSION (CLIC)
BYLAWS**

- 1. This Community Long-Range Improvement Commission shall exercise those duties, privileges and responsibilities as provided in the Charter.**
- 2. Meetings shall be scheduled on the second Thursday of the month at 6:00 p.m. The chair or five (5) members may call special meetings in accordance with the open meeting law.**
- 3. Attendance records will be reported to the City Council each quarter.**

a. Excused absences:

Excused absences are defined as a member informing the Chair, Vice-Chair or Staff Member Liaison of his or her absence in advance of the meeting. This is to affirm the members' continued interest and ability to serve. As excused absences can also be abused, the commission may vote on the issue of sending a recommendation to the City Council for replacement of a member who is absent 25% or more (excused or not) during a calendar year.

b. Unexcused absences:

After two consecutive unexcused absences, the committee may vote to send a recommendation to the City Council for replacement of that member.

c. Leave of Absence:

Upon request to and approval of the commission, a member may be granted a three-month leave of absence from the commission. No more than two consecutive leave of absences may be granted.

d. Implementation:

These rules shall not be interpreted to imply automatic removal upon meeting a threshold listed above. The committee will retain the right to consider any special circumstances a member may wish to present.

- 4. A quorum consists of seven (7) members.**
- 5. Commission Officers shall consist of a Chair, Vice-Chair, and Secretary. Officers may only be elected from the voting membership of the commission. The Chair shall preside over all attended regular and special meetings of the membership. The Vice-Chair shall assume these duties in the absence of or upon request of the Chair. In the absence of Chair, Vice-Chair, and Secretary, the committee shall appoint a presiding officer for that meeting from the membership in attendance.**

6. Election of officers shall be scheduled for the first scheduled January meeting, for a term of one year or until a successor is elected. In the event of a vacancy in an office, the committee shall have an election to fill the term of the vacancy at the next meeting of the committee.

7. Robert's Rules of Order are adopted as the procedural rules for conducting meetings. Anyone addressing the commission should endeavor to keep remarks as brief and concise as possible.

8. Formal recommendations from this committee to the Council shall be in writing and state the attendance of the membership on the vote, the results of the vote, and also include a record of all pertinent information and discussion. Any member(s) may prepare and submit a minority report as an accompanying document for consideration.

9. Subcommittees shall be utilized as needed but shall not contain a quorum of the membership except in case of a committee-of-the-whole meeting. Task forces shall be utilized as necessary to facilitate investigations and research for the committee. Task force members shall serve in an advisory capacity to the committee.

10. Bylaws may only be amended by a two-thirds vote of the members present at each of two consecutive regularly scheduled meetings. Each amendment shall be a specific agenda item for the second meeting with notice of the meeting, agenda and specific language of the proposed amendment(s) delivered to each member of the commission prior to its consideration.

11. No member may vote on any matter without being present at the meeting at the time the vote is taken.

Established: 5/24/95

Last Amended: 01/28/99 (Reference CLIC Minutes, 01-28-99)

Last Amended: 03/09/99 (Reference CLIC Minutes, 03/09/99)

Last Amended: 03/13/00 (Reference CLIC Minutes, 03/13/00)

Last Amended: 02/13/03 (Reference CLIC Minutes, 03/13/03)

Last Amended: 07/10/03 (Reference CLIC Minutes, 07/10/03)

Last Amended: 06/21/07 (Reference CLIC Minutes, 06/21/07)

Last Amended: 01/09/19 (Reference CLIC Minutes, 01/09/19)

Last Amended: 03/10/22 (Reference CLIC Minutes, 03/10/22)

City of Brooklyn Park Community Long-Range Improvement Commission

Agenda Item:	4.3	Meeting Date:	May 16, 2024
Agenda Section:	GENERAL AGENDA ITEMS	Originating Department:	Staff Liaison
Resolution:	N/A	Prepared By:	Mitch Robinson, Staff Liaison
Ordinance:	N/A		
Attachments:	X	Presented By:	Mitch Robinson, Staff Liaison
Item:	Emerging Leaders Participation		

Proposed Action:

Overview:

At the April 11th CLIC meeting, commissioners were interested in youth participation in the commission. CLIC is the only commission called out in the City Charter. In order to have youth members, CLIC would have to request the City Council to remove CLIC from the City Charter. The number of seats in the commission could then be changed at that time.

City of Brooklyn Park Community Long-Range Improvement Commission

Agenda Item:	5.1	Meeting Date:	May 16, 2024
Agenda Section:	STANDING ITEMS	Originating Department:	Staff Liaison
Resolution:	N/A	Prepared By:	Mitch Robinson, Staff Liaison
Ordinance:	N/A		
Attachments:	X	Presented By:	Mitch Robinson, Staff Liaison
Item:	Sub-Committee Update		

Proposed Action:

Overview:

Sub-committee discussion/updates for:

- Friendly and Safe City for All Ages
 - o Umebe, Mary, Patrick C, Patrick H, Theo, (Tekoa?)
- Housing
 - o Tekoa, Brenda, Cindy
- Mobility
 - o Shelley, Edna, Nicholas