

Thursday, May 8, 2025  
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), Jorge Martinez (Vice Chair), Brenda Reeves (Secretary)  
CLIC Members: Stephanie Cole, Ashyante Gill, Mark Hayes-Regan, Nailah Hendrickson, Mary Hoogheem, Patrick Hoth, Cindy Johnson, Shelley Marbut, Edna McKenzie, Jared Momanyi, Umebe Onyejekwe, John Schaefer

City: CLIC Council Liaison Christian Eriksen and 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](mailto: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 Draft Minutes
      - 3.1A** CLIC April 10, 2025 Draft Minutes
  4. GENERAL AGENDA ITEMS
    - 4.1** By Law Review
  5. STANDING ITEMS
    - 5.1 Sub-Committee Discussion
  6. VERBAL REPORTS AND ANNOUNCEMENTS
    - 6.1 City Council Report: Council Member Christian Eriksen
    - 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**  
**April 10, 2025, CLIC Meeting Minutes**

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I. ORGANIZATIONAL BUSINESS

1. **CALL TO ORDER:** Vice Chair Jorge Martinez called the meeting to order at 7:10 p.m.

**ROLE CALL PRESENT:** Stephenie Cole, Mary Hoogheem, Patrick Hoth, Jorge Martinez, Edna McKenzie, Jared Momanyi

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

**EXCUSED:** Tekoa Cochran, Mark Hayes – Regan, Cindy Johnson, Shelley Marbut, Umebe Onyejekwe, Brenda Reeves, John Schaefer

**ABSENT:** Ashyante Gill, Nailah Hendrickson, Council Liaison Christian Eriksen

Roll Call established a quorum did not exist.

Meeting was adjourned at 7:12 PM.

Ashyante Gill arrived at 7:17 PM

MOTION MARTINEZ, SECOND MCKENZIE TO RECONVENE THE APRIL 10<sup>th</sup> CLIC MEETING.  
MOTION PASSED UNANIMOUSLY.

- CALL TO ORDER:** Vice Chair Jorge Martinez called the meeting to order at 7:18 p.m.

**ROLE CALL PRESENT:** Stephenie Cole, Mary Hoogheem, Patrick Hoth, Ashyante Gill, Jorge Martinez, Edna McKenzie, Jared Momanyi

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

**EXCUSED:** Tekoa Cochran, Mark Hayes – Regan, Cindy Johnson, Shelley Marbut, Umebe Onyejekwe, Brenda Reeves, John Schaefer

**ABSENT:** Nailah Hendrickson, Council Liaison Christian Eriksen

Roll Call established a quorum did exist.

2. **APPROVAL AGENDA**

Vice Chair Jorge Martinez requested the agenda be updated with current CLIC commissioners

Staff Liaison Mitch Robinson added item 4.3 By Law Discussion

2.1 MOTION MARTINEZ, SECOND HOTH TO APPROVE APRIL 10, 2025, AGENDA AS AMENDED,  
MOTION PASSED UNANIMOUSLY

II. CLIC STATUTORY BUSINESS

3. **CONSENT**

3.1A MOTION MCKENZIE, SECOND MOMANYI TO APPROVE FEBRUARY 13, 2025, MINUTES. MOTION PASSED UNANIMOUSLY

**4. GENERAL AGENDA ITEMS**

4.1 Housing Initiatives Update

- Tim Gladhill gave a broad overview of different housing initiatives the City is working on
- Staff liaison to send out prestaton to commissioners

4.2 2025 Draft Work Plan

- Plan was presented at March 24th council meeting
- Staff liaison to send out work plan for new commissioners

4.3 Review of By Laws

MOTION MCKENZIE, SECOND MOMANYI TO MOVE MEETING START TIME TO 6 PM, MOTION PASSED UNANIMOUSLY

**5. STANDING ITEMS**

5.1 Sub Committee Discussion

Mobility – Shelley, Edna

- No updates

Housing – Brenda, Cindy, Tekoa

- No updates

Friendly and Safe City for All Ages – Mary, Umebe, Patrick H

- No updates

**6. VERBAL REPORTS AND ANNOUNCEMENTS**

6.1 City Council Report: Council Member Christian Eriksen

- Council member no in attendance

6.2 Staff Liaison Update by Mitch Robinson

- Northwest Growth Area Open House – May 7<sup>th</sup> from 5 to 7 PM at the small business center
- 109<sup>th</sup>/Winnetka closure starting in the near future

6.3 Open Discussion

MOTION HOTH, SECOND MARTINEZ TO MOVE MAY 8, 2025 START TIME TO 6 PM. MOTION PASSED UNANIMOUSLY

**7. ADJOURNMENT**

7.1 Adjournment

MOTION MCKENZIE, SECOND MOMANYI. MOTION PASSED UNANIMOUSLY

Meeting ended at 8:10 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>	May 8, 2025
<b>Agenda Section:</b>	GENERAL AGENDA ITEMS	<b>Originating Department:</b>	Staff Liaison
<b>Resolution:</b>	N/A	<b>Prepared By:</b>	Mitch Robinson, Staff Liaison
<b>Ordinance:</b>	N/A		
<b>Attachments:</b>	1	<b>Presented By:</b>	Mitch Robinson, Staff Liaison
<b>Item:</b>	Commissions 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 10<sup>th</sup> 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 7:00 p.m. The chair or five (5) members may call special meetings in accordance with the open meeting law. The date and time may be changed via approved motion of Commission. Notification of meeting changes shall be published 3 days prior as required by 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)*

*Last Amended: 06/13/24 (Reference CLIC Minutes, 06/13/24)*