

Brooklyn Park Charter Commission Meeting Minutes
Wednesday, February 12, 2025, 7:00 p.m.
City Hall Room A203

1. Call to Order/Roll Call

Present: Commissioners Sunday Alabi, Barbara Bor, Amy Hanson, Peggy Larkin, LaDawn Severin, Scott Simmons, Gregory Szach.

Absent: Commissioners Dennis Secara (excused) Susan Maberera (excused), and Council Liaison Nichole Klonowski (excused); Shamara Freeman

Staff Liaison Present: Devin Montero, City Clerk

Vice Chair Bor asked for a current list of commissioners on the Charter Commission.

Vice Chair Bor asked about Council Liaison Klonowski attendance and if she was reappointed as Council Liaison to the Charter Commission.

Staff Liaison Montero stated that Council Liaison Klonowski would not be in attendance tonight and did not ask for an alternate because of how light the agenda was.

2. Public Comment – None.

3. Additions/Approval of the Agenda of February 12, 2025

Motion Commissioner Hanson, Second Commissioner Szach to approve the agenda as presented. The motion passed unanimously.

4. Approval of Minutes

4.1 December 11, 2024, Meeting Minutes

Motion Commissioner Larkin, Second Commissioner Szach, to approve the December 11, 2024, meeting minutes as presented. The motion passed. Commissioners Alabi and Hanson abstained.

4.2 January 8, 2025, Meeting Minutes

Motion Commissioner Alabi, Second Commissioner Larkin to approve the January 8, 2025 meeting minutes as amended. The motion passed. Commission Simmons abstained.

5. Old Business

5.1 Charter Commission Officers for 2025

Staff Liaison Montero presented the updated officers appointed at the January 8 meeting. Vice Chair Bor and Commissioners confirmed the appointments of officers.

Motion Commissioner Alabi, Second Commissioner Larkin to confirm the appointment of officers. Motion passed unanimously.

5.2 Charter Commission By-Laws

Staff Liaison Montero presented the updated Charter Commission By-Laws as amended at the January 8 meeting. He updated the by-laws regarding the unexcused absences, officer terms and duties as discussed and approved at the last meeting.

Vice Chair Bor asked about the quorum numbers as discussed at the last meeting.

Staff Liaison Montero briefed the council on the quorum numbers for full membership, 10 members with one vacancy, 9 members with two vacancies and 8 members with three vacancies.

Discussions were held on the unexcused absences conflicting with state statutes. Staff Liaison Montero stated he sent the proposed by-laws amendment to the city attorney and he was okay with the change.

Motion Commissioner Hanson, Second Commissioner Alabi to approve the By-Laws as amended on January 8, 2025. Motion passed unanimously.

6. Reports of Officers, Boards and Standing Committees-None.

7. New Business

7.1 Review of Charter Commission 2024 Annual Report

Vice Chair Bor and Commissioners reviewed the 2024 Annual Report. Staff Liaison Montero stated the verbal report to the council would be held at the February 24, 2025, council meeting.

Chair Bor stated the amendment didn't pass at the second reading and the commissioners decided to wait until the council had new representation. She stated they should look at the amendment at a separate meeting because the commissioners were moving the same version forward and making it clear to the council what it was they were looking at.

Staff Liaison Montero stated the Charter Commission would be presenting the council vacancies to the council at its next work session on April 7, 2025. He stated it would give him time to prepare documents the commission needed for the presentation.

Vice Chair Bor stated they would need to put that on the March agenda to read what they had in writing, the process and where the commission would go if they had the opportunity to go to the April 7 work session. She stated if the amendment moved forward to the council, it would have a better chance of being understood.

Staff Liaison Montero stated if the council wanted to go forward with the amendment at the work session, it would have to start over with a public hearing, first reading and second reading.

Commissioner Larkin asked if there was a Powerpoint presentation in the past so they could have something to look at before the work session.

Staff Liaison Montero stated he would bring everything at the March meeting on what the commissioners presented last year for review.

Vice Chair Bor requested putting that on the March agenda to review the documents that were created last year and prepare for the April 7 work session.

She asked if the annual report should go as it read because it was tedious in the format.

Staff Liaison Montero stated when presenting the annual report, they only summarized it and didn't need to read it verbatim.

Vice Chair Bor stated they could also reference the work the commissioners were planning to do on looking at the amendment again.

Motion Commissioner Hanson, Second Commissioner Larkin to accept the Charter Commission 2024 Annual Report as written. The motion passed unanimously.

8. Correspondence/Communications

Staff Liaison Montero stated according to the Charter, the Commissioners would be receiving the city manager's population report in March. He stated each odd year, the Commissioners would review the populations within each council district and determined if they were equally balanced. He stated the Commissioners used a five percent deviation as their standard. He presented the population report and deviation chart from 2023.

Vice Chair Bor thanked Commissioner Simmons for being on the commission and asked him if he could share some highlights of his time on the commission.

Commissioner Simmons gave a summary of being on the council, the budget advisory commission, planning commission, charter commission, and working in the community with BPAA and the schools. He stated he was leaving the city on Friday and moving to Florida. He stated it was a pleasure to serve on the charter commission and of all of the commissions, the charter commission served his interests and has been the longest serving charter commissioner.

9. Adjournment

Motion Commissioner Simmons, second by Commissioner Larkin to adjourn the meeting. The motion carried unanimously.

The meeting adjourned at 7:36 p.m.

Respectfully submitted,

Devin Montero
Staff Liaison