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**MINUTES**  
**Citizens Long-range Improvement Committee (CLIC)**  
**Regular Meeting**

**August 13, 2009**

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<b>Chair:</b>	Tonja West-Hafner	<b>P</b>	<b>Council Liaison:</b>	Steve Lampi	<b>P</b>
<b>Vice Chair:</b>	Mark McNamer	<b>EA</b>	<b>Staff Liaison:</b>	Keith Jullie	<b>P</b>
<b>Recorder:</b>	Sy Knapp	<b>P</b>		Dan Ruiz	<b>P</b>
			<b>Youth Liaison:</b>	Nehwoen Luogon	<b>P</b>

**MEMBERS:**

Adejuwon, S.	<b>P</b>	Durey, D.	<b>EA</b>	Fraser, K.	<b>P</b>	Kalla, P.	<b>P</b>
Maas, A.	<b>P</b>	Robertson, J.	<b>A</b>	Smith, S.	<b>P</b>	Sundy R.	<b>P</b>
Sutphen, C.	<b>P</b>	Townsend-Anderson, R.	<b>P</b>	Vosberg, C.	<b>A</b>	Williams, D.	<b>A</b>

**GUESTS:** None

1. **CALL TO ORDER/ROLL CALL**

Chair West-Hafner called the meeting to order at 7:02 p.m. Roll Call established that a quorum existed.

2. **APPROVAL OF AGENDA**

Chair West-Hafner offered an amendment to the agenda to add a new item 4.1-Discussion of the Open Meeting Law, Rules and Regulations, and to change former item 4.1 to item 4.2 etc.

**MOTION RICHARD TOWNSEND-ANDERSON, TO APPROVE THE AGENDA AS AMENDED. MOTION PASSED UNANIMOUSLY.**

3. **CONSIDERATION OF MINUTES**

Motion made by Chair West-Hafner to approve the July 9, 2009 meeting minutes.  
**MOTION PASSED UNANIMOUSLY.**

4. **AGENDA ITEMS**

**4.1 Discussion of Open Meeting Law, Rules and Regulations**

City Manager Jamie Verbrugge called the attention of the members to the requirements of Minnesota's Open Meeting Law, distributing copies of an article from the Minnesota Cities October 2004 newsletter entitled "Open Meeting Law and Electronic Communications". He also again introduced staff members Keith Jullie and Dan Ruiz. They are the CLIC staff liasons.

Points covered in subsequent discussion included:

- So long as our subgroups are identified as committees or subcommittees, the open meeting law applies. If, alternatively, members meet informally, those rules do not apply.
- Meetings can be held anywhere... in a home, in a coffeehouse, or other... so long as proper public notice is given.
- To assure that proper public notice will be given, subcommittee chairs can notify either Keith Jullie or Dan Ruiz early enough to allow them to post the notice at least 72 hours prior to their meeting. They will then post the notice on the City's bulletin board and on the City's website.

- After various options were discussed, it was agreed to continue functioning as subcommittees for now.
- Chair West-Hafner, as chair of the Efficiency in Government subcommittee, encouraged all subcommittee chairs to consider setting regular schedules for their meetings (Ex. 6:30 on the 2<sup>nd</sup> Wednesday of each month).

## **4.2 Report from CLIC subcommittees**

### **Natural Resources Committee (David Williams, chair, Sy Knapp, Charles Sutphen, Kathy Fraser & Nehwoen Luogon)**

No report from committee

### **Ethnic Diversity-Livability (Richard Townsend-Anderson, chair, David Durey, Mark McNamer & Paul Kalla)**

Chair Townsend-Anderson reported they had not held any meeting. However, he did note that a night-out meeting in his neighborhood was very successful.

### **Efficiency in Government (Tonja West-Hafner, chair, Charles Sutphen, Ann Maas & Robert Sundy)**

Chair West-Hafner reported that she and Ann meet to talk more about how the subcommittee may fit into the City's Strategic Goals and the Work Plan, and other items now under consideration by the City Council, but it was determined that they would need to wait and see where staff think we fit in and try to get us connected to the work group(s).

## **4.3 Strategic Goals Work Plan**

City Manager Verbrugge, along with our staff liaisons Keith Jullie and Dan Ruiz provided printed information, including an Outline, "Fact Sheet", and a "Frequently Asked Questions" sheet regarding the City's Strategic Goals Work Plan. Manager Verbrugge reviewed the development of that plan to-date in detail, and the schedule for its final completion. He also noted that the 6 "goals" defined by the work plan focused on and were complementary to the foci of our subcommittees.

The draft of the Organization Assessment Report will be presented to the City Council on Monday, August 17<sup>th</sup> and is available on line in the Council packet, Manager Verbrugge encouraged CLIC members to attend that meeting, or to watch it "live" or on the repeats of that meeting on Channel 12.

Manager Verbrugge emphasized that the City's primary Strategic Goal is to focus on a mission-oriented organizational structure, which will be the key to the implementation of any organizational changes and they want to involve the committees and commissions.

## **4.4 Reorganization Update**

Manager Verbrugge emphasized that the City's primary Strategic Goal does not focus on reorganizing the City's structure for governance, or to evaluate the performance of its current staff. Rather, it focuses on creating an efficient structure which will still be able to provide a high level of Customer Service.

## **5. OTHER ITEMS**

### **5.1 Old Business**

None

## **5.2 City Council Report – Mayor Steve Lampi, Council Liaison**

Mayor Lampi emphasized that the “end result” of the Work Plan will result in a “totally different way of providing public services”. The Council’s intent is to complete this transition by 2011.

Mayor Lampi also noted that the bids for construction of T.H. 610 (from T.H. 169 to T.H. 81) will be opened tomorrow (August 14) with completion in 2011.

## **5.3 Staff Report**

Dan Ruiz and Keith Jullie reported on the following items:

- City crews have completed the street sealcoating portion of their scheduled street improvement program. They are now proceeding with the “overlay” portion of the 2009 program.
- As noted in the last Park Pages, the City’s annual “curbside pickup” of discarded items will be conducted in the area south of 85<sup>th</sup> Avenue and East of Noble Avenue.
- The Tater Daze float received the 1<sup>st</sup> place award in the Minneapolis Aquatennial Parade.
- Jon Thiel received an award from the Minnesota Public Works Association for his work in establishing the City’s ongoing maintenance programs.

Provided copies of the flyer announcing the Open House #2 in the Shingle Creek/Huntington Pointe Study. The Mayor suggested that at least one member of the Natural Resources subcommittee attend this meeting

## **6. FUTURE AGENDA ITEMS/MEETINGS**

Capital Improvement Plan (CIP) and Capital Equipment Plan (CEP) review  
Next CLIC Meeting: September 10, 2009

## **7. ADJOURNMENT**

Motion to adjourn was by Robert Sundy.  
*MOTION PASSED UNANIMOUSLY.*  
The meeting was adjourned at 8:20 p.m.

Respectfully Submitted,

Sy Knapp, Secretary