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

September 10, 2009

1. CALL TO ORDER/ROLL CALL

Vice Chair McNamer called the meeting to order at 7:04 p.m.

Attendance: P = Present A = Absent EA = Excused Absence

Chair:	Tonja West-Hafner	EA	Council Liaison:	Steve Lampi	P
Vice Chair:	Mark McNamer	P	Staff Liaisons:	Keith Jullie	P
Recorder:	Sy Knapp	P		Dan Ruiz	P
			Youth Liaison:	Vacant	

MEMBERS:

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

GUESTS: Jon Thiel, Director of Operations & Maintenance, Kevin Larson, Acting City Engineer, and Steve Lawrence, Central Services

Roll Call established that a quorum did exist.

2. APPROVAL OF AGENDA

Commissioner Maas requested that the following item be included in Item 5 of the published agenda: Noting the recent article in the Star-Tribune about the City's Youth Opportunity Coalition, featuring our Chair, Tonja West-Hafner.

MOTION TO APPROVE THE AGENDA, WITH THE INCLUSION OF THE ITEM SUGGESTED BY COMMISSIONER MAAS, BY COMMISSIONER TOWNSEND-ANDERSON.

MOTION PASSED UNANIMOUSLY.

3. CONSIDERATION OF MINUTES

Commissioner Smith noted that she was present at the August 13, 2009, meeting and asked that the draft minutes of that meeting be corrected to note her presence at the meeting.

Commissioner Maas noted that she was not present at the August 13, 2009, meeting and that she had an excused absence. She asked that the draft minutes of that meeting be changed to reflect that.

MOTION TO APPROVE THE DRAFT MINUTES OF THE AUGUST 13, 2009,

MEETING MINUTES NOTING COMMISSIONER SMITH'S ATTENDANCE AND COMMISSIONER MAAS'S EXCUSED ABSENCE BY COMMISSIONER TOWNSEND-ANDERSON.
MOTION PASSED UNANIMOUSLY.

4. AGENDA ITEMS

4.1 Capital Improvement Plan (CIP) and Capital Equipment Plan (CEP) review:
Jon Thiel and Steve Lawrence provided paper copies along with an audio-visual presentation of the City's 2010-14 Capital Improvement Plan, noting that the CIP is updated annually, and that:

- about 40 city employees are actively involved in the preparation of this document
- the estimated total costs of the 5-year CIP is about \$71.5 million, including facilities in the following four categories, i.e: General Public Buildings, Parks and Recreation, Public Utilities and Transportation
- These costs represent only the City's share of the total costs of these projects
- Eighteen funds are utilized to provide for these costs
- Although not included in this budget, the City applied for, and received, Federal Stimulus funding to employ a consultant, the McKistry Group, to conduct an Energy Efficiency study of the City's buildings. It is expected this will identify numerous opportunities to reduce energy usage and provide very significant cost savings

Thiel and Lawrence also provided paper copies and an audio-visual presentation of the City's 2010-14 Capital Equipment Plan (CEP), noting that:

- the estimated total costs for 2010 are \$1,9 million, for 2011 about \$1.3 million, and for 2011-2014 \$7.3 million, in the categories of: Vehicles and Equipment, ITS support equipment and Misc. equipment
- Twelve funds are utilized to accomplish these purchases

MOTION BY COMMISSIONER MCNAMER TO PLACE FURTHER CONSIDERATION ON AND APPROVAL OF THE CIP AND CEP ON THE AGENDA FOR THE OCTOBER 8, 2009 CLIC MEETING.
MOTION PASSED UNANIMOUSLY.

4.2 Report of CLIC subcommittees:

Natural Resources Committee – (David Williams, Chair, Sy Knapp, Charles Sutphen, Kathy Fraser)

Committee Chair Williams reported that he and Sy Knapp have met and developed the following suggested work plan:

- re: Water Conservation: review the recommendations of the Minnesota DNR and the Board of Health regarding water use reduction, then develop recommendations for the City's compliance
- re: Energy Conservation: identify ways the City and the entire community can reduce energy usage and its costs, with the goal of creating a model for other cities to follow. Williams noted that the Energy Efficiency study currently being done for the City by the

McKistry Group should provide a base for accomplishing this objective. CLIC should request a presentation by McKistry at a future meeting

- focus on energy efficiency and alternative energy sources, to project a positive image for the City
- create an Energy Efficiency model for other cities to follow
- Sy Knapp will request information from the League of Minnesota Cities regarding these and other programs they have adopted regarding the conservation of Natural Resources

Williams noted that the Natural Resources Committee will meet regularly at 6:00 p.m. in advance of the monthly CLIC meetings. Next meeting will be on October 8, 2009

Ethnic Diversity-Livability – (Richard Townsend-Anderson, Chair, David Durey, Mark McNamer, Paul Kalla)

Chair Townsend-Anderson advised that Commissioner Sam Adejuwon will join this committee

Efficiency in Government – (Tonja West-Hafner, Chair, Charles Sutphen, Ann Maas, Robert Sundy, and Carol Vosberg)

Commissioner Mass reported the next regular meeting of the committee will be held on Wednesday, September 16

5. OTHER ITEMS

5.1 Old Business

Keith Jullie reminded all CLIC members that official notice of our Committee meetings must be given, so get your information to him well in advance so he can post the required notices more than a week before any committee meeting.

5.2 City Council Report – Mayor Steve Lampi, Council Liaison

Mayor Lampi presented an update on the T.H. 610 project and the City Council's progress regarding the City's 2010 budget

Mayor Lampi also noted that there is currently a vacancy for a Youth Liaison member of CLIC. He asked for suggestions and nominations for a youth to fill this position, and for others to fill other positions on CLIC and other city commissions

5.3 Staff Report – Keith Jullie, Dan Ruiz, Staff Liaisons

Strategic Goals Work Plan and Reorganization Update

Staff members Jullie, Ruiz and Thiel presented and discussed the development and function of the Strategic Goals Work Plan and its relationship to the Reorganization Plan

Jon Thiel noted that:

- the Reorganization Plan will be finalized by the City Council in the near future
- the plan eliminates the position of Director of Engineering; the City Engineer will now be assigned to the Operations & Maintenance Department
- the Building Inspections Division will be combined with the Community Development Department

Commissioner Maas asked whether the title “Manager” has the same connotation as the title “Director”.

Jon Thiel commented that the Reorganization Plan “is not a change in structure, but rather it changes the way we work, i.e. our style of operation”

Dan Ruiz will send copies of the Reorganization Plan to CLIC members

Commissioner Williams asked that this matter be reviewed by the Efficiency in Government committee

5.4 Other

Commissioner Maas noted the recent Minneapolis Star Tribune article about the City’s Youth Opportunities Coalition (YOC), featuring our Chair, Tonja West-Hafner and her son Austen.

Go to www.brooklynparkyouth.com for more information on the YOC.

Commissioner Williams asked that this matter be reviewed by the Efficiency in Government committee

6. FUTURE AGENDA ITEMS

- Water Treatment Plant Expansion/Tour
- Shared Services presentation by staff in October or November
- Industrial Development presentation by Bob Schreier, Community Development Director
- City Energy Efficiency Study by the McKistry Group

Next CLIC Meeting: October 8, 2009

7. ADJOURNMENT

**MOTION TO ADJOURN WAS MADE BY COMMISSIONER MAAS
MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 9:40 p.m.
Respectfully Submitted,

Sy Knapp CLIC Recorder

CLIC9-10-09draft