



**New Brighton City Council
Work Session Agenda
New Brighton City Hall | Council Chambers
803 Old Hwy 8 NW, New Brighton , MN 55112
5:00 PM May 13, 2025**

To participate in this meeting, members of the public may:

- **Attend the meeting in person.**
- **Watch the meeting electronically.** Tune into CTV Channel 8023 (CenturyLink) or Channel 16 (Comcast). To observe the meeting as a livestream or a webcast, visit www.newbrightonmn.gov and click on "I Want To View a Public Meeting."
- **Join the meeting electronically.** Members of the public who need to interact with our public officials about agenda items, City Administration, and matters that are otherwise of public concern to the City Council but are unable to or not comfortable attending the meeting in person, may join the meeting electronically at: <https://newbrightonmn.gov/zoom> (no app needed), by scanning the QR Code on the right, or by using their Zoom app to join and entering: Meeting ID 898 6240 2361, Passcode 867530



I. Work Session Item

1. *2025-2026 Commission Work Plans*



Agenda Section:	Work Session Item
Report Date:	05/07/2025
Meeting Date:	May 13, 2025

REQUEST FOR COUNCIL CONSIDERATION – EXECUTIVE SUMMARY

ITEM DESCRIPTION: *2025-2026 Commission Work Plans*

Action Requested:

Public Hearing	Motion
<u>Discussion</u>	Informational

Form of Action:

Resolution	Ordinance
Contract/Agreement	<u>N/A or Other</u>

Votes Needed:

3 Votes	4 Votes
5 Votes	<u>N/A</u>

Summary Statement:

Five citizen advisory Commissions play an important role in assisting the City Council and staff with achieving goals and objectives. Each Commission is also supported by a staff liaison and City Council liaison.

The May 13th Work Session is a joint meeting between the City Council and Commission Chairs/Vice Chairs to review annual work plans, excluding Planning Commission since their work is clearly directed by Council and statutory requirements.

The Chair/Vice Chair of each Commission will share highlights from last year plus the anticipated upcoming meeting topics for their respective

	Commission. Presenters will rotate every 15 minutes. Public Safety Commission will present first, followed by PREC, EDC, and Equity Commission. To develop the 2025-22026 work plan, draft ideas from staff, a prior conversation with all Commissioners, and staff/budgetary capacity were considered. While Council will be discussing high-level topics during the work session, a more detailed work plan template will be posted to Commission web pages later this month.
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Recommendations:	Provide feedback to capture clarifications and comments on high priority topics.
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Applicable Deadlines:	Per City Code, each Commission provides an annual update to the City Council.
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Community Impact:	Advisory commissions help keep the Council informed about discussions while respecting the commissions' independence. Strengthening these connections by coordinating work plan strategy helps build trust and ensure local policies reflect the combined interests of Council, residents, businesses, and visitors.
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Legislative History:	None.
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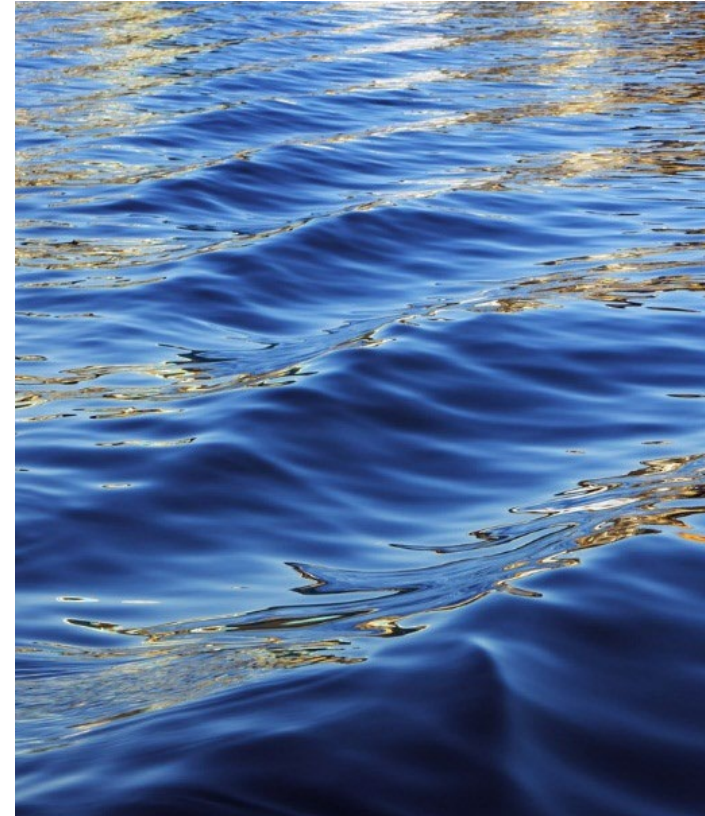
Strategic Priority:	Financial Sustainability	Staff Capabilities
	Economic Development	Community Engagement & Belonging
	City Assets	<u>Operational Effectiveness</u>
		N/A

Fiscal Impact:	Financial Impact: Is there a financial consideration?		<u>No</u>	Yes \$
	Financing Sources:	Budgeted	Budget Modification	
	New Revenue	Use of Reserves	Other	



2025-2026 Commission Work Plans

May 13, 2025



Tonight's Goal

- Rotating updates from each Commission

Meeting Structure

- Each Commission Chair & Vice Chair presents two slides:
 - 2024-2025 Completed Work Plan
 - Planned 2025-2026 meeting topics
- Initiatives related to Council's Strategic Priorities are identified in **green**
- Rotate to next Commission after 15 minutes
 1. Public Safety Commission
 2. Parks, Recreation, and Environmental Commission
 3. Economic Development Commission
 4. Equity Commission

Public Safety Commission

Chair Mark Jansen

Vice Chair Kevin Dostal Dauer

Staff Liaison Tony Paetznick, Public Safety Director

Council Liaison Councilmember Jeanne Vint Frischman

Public Safety Commission Work Plan

2024-2025

TOPIC

COMMISSION TASK

April – June 2024	- Orientation Training & Commission Overview - Work Plan Approval * Community engagement framework* - Organizational Assessment & Staffing Study Report	→ Meet new members & understand city government → Learn Commission history & role → Identify/update Commission interests → Receive and respond to DEI Coordinator presentation → Receive and respond to consultant presentation
July – Sept 2024	- School Resource Officer (SRO) updates, including Northeast Youth & Family Services (NFYS) diversion & referrals - Multiple-dwelling & single-family rental licensing program to include municipal partners from Department of Community Assets & Development (DCAD)	→ Receive and respond to Public Safety staff presentations on community-oriented programming to ensure safe & livable city
Oct – Dec 2024	- Visit Emergency Communications Center - Visit Allina Ambulance North Metro Operations Base - Ramsey County 911 Appropriate Responses Initiative (ARI)	→ Engage with public safety partners for service delivery awareness
Jan – March 2025	- Annual calls for service and crime stats update - Conduct annual traffic stop data collection review - Follow up on pertinent/active topics that are still on-going - Begin new work plan visioning for upcoming year	→ Analyze trends for prevention/education opportunities → Perform yearly review of stats → Finalize 2024/25 work items or set them up for work in 2025/26 → Review year and identify ways to be better in the coming year → Identify work products for the coming year

* Anticipated Commission action item | **Bold text** indicates Council Strategic Priority | ^[C] indicates Commission initiated

COMMISSION MEETING TOPICS

- Automatic License Plate Recognition (ALPR) technology
- Parking ordinance review
- Cannabis update
- Hot-spot policing / crime trends
- Biennial police Body Worn Camera (BWC) audit
- Visit Emergency Communications Center
- Ramsey County 911 Appropriate Responses Initiative Update
- Annual calls for service, fire incidents, crime stats, drone/UAV deployments, etc. update
- Annual traffic stop data collection review
- Policing partnerships overview (i.e., traffic safety initiative, emergency response teams, etc.)

Parks, Recreation & Environmental Commission (PREC)

Chair Julia O'Rourke

Vice Chair Abe McEathron

Staff Liaison Jennifer Fink, Parks & Recreation Director

Council Liaison Councilmember Graeme Allen

Parks, Recreation & Environmental Committee Work Plan

2024-2025

TOPIC

COMMISSION TASK

FUTURE TOPICS

April – June 2024	- Orientation Training, Commission Overview - Work Plan Approval * - Parks and Recreation Staff Overview[C] - Youth and Senior Programming [C] - Hansen Park Inclusive Playground Plans - Special Events Overview	→ Meet new members & understand city government → Learn Commission history & role → Identify/update Commission interests → Receive Information to make future decisions → Provide feedback on potential designs
July – Sept 2024	Ribbon Cuttings Park Project Updates - DCAD Presentation - Sports and Aquatics Program Overview[C] - Phase 2 of the Parks Plan Finance Plan Feedback*	→ Receive Information → Act as information ambassador → No July Meeting
Oct – Dec 2024	- Work Plan Check In - Community Center Overview[C] - Parks and Forestry Presentation - Community Center and Membership/Fitness presentation	→ Provide Feedback → Receive Information
Jan – March 2025	Climate Action Plan Updates ^[C] Park Project Updates - Begin new work plan visioning for upcoming year	→ Finalize 2024/25 work items or set them up for work in 2025/26 → Review year and identify ways to be better in the coming year → Identify work projects for the coming year

- Any Climate Action Plan/Partners in Energy Plan items
- 2040 Comp Plan refresh
- Public Safety Update
- Cannabis

ADDT'L TOPICS

- Reviewed Park Ordinance Language for Updates
- Golf Operations Update
- Public Use of Cannabis in Public Spaces

* Anticipated Commission action item | **Bold text** indicates Council Strategic Priority | ^[C] indicates Commission initiated

POTENTIAL COMMISSION MEETING TOPICS

- Brightwood Hills Project
- Green Building Policy
- Climate Action/Partners in Energy Plan Update
- Public Art
- Interpretive Signage
- Parks Maintenance/Forestry Update
- Jones Lake
- Disc Golf Group
- Ribbon Cuttings

Economic Development Commission (EDC)

Chair (proposed) – Brian Krohn

Vice Chair (proposed) – Victoria Prasek

Staff Liaison – Ben Gozola, Assistant Director DCAD

Council Liaison – Councilmember Jason Steffenhagen

Economic Development Commission Work Plan

2025-2026

TOPIC

COMMISSION TASK

FUTURE TOPICS

April – June 2025	- Commissioner Duties Review ^[C] - Work plan development ^[C] - City Data examination & discussion ^[C] - Commitment to Business Outreach - TIF 101 & TIF Districts Review (Baker Tilly)	→ Study data to understand current city challenges → Establish personal connections with 1 or more businesses → Provide feedback to Council on health of current TIF districts	• Identification of new housing initiatives or programs • Promote transit options and expansion of services to NB when opportunities arise • Work with the North Chamber's Manufacturing cohort on better connecting schools with local employers • Event/Identity Tourism • Encourage local businesses to enroll in energy efficiency programs (CAP goal)
July – Sept 2025	Climate Action Plan Implementation Items and Strategy OR Housing Assistance Program - Final zoning code overview	→ Act on easy CAP implementation goals, and set foundation for longer-term work → Understand how new zoning regulations will support economic development and housing creation moving forward; ID recommended updates	
Oct – Dec 2025	Climate Action Plan Implementation Items and Strategy OR Housing Assistance Program - One or a combination of the following: event tourism, monument signs, partnering with schools, or tariff impacts/rising prices	→ Make recommendations on ways to support housing development and/or to preserve natural occurring affordable units → Ideally identify funding mechanism to implement new entry monument signage at strategic locations	
Jan – March 2026	- Follow up on pertinent/active topics that are still on-going - Open to Business year end report - Begin new work plan visioning for upcoming year	→ Follow up on priority items from 2025/26 → Finalize 2025/26 work items or set them up for work in 2026/27 → Review year and identify ways to be better in the coming year → Identify work products for the coming year	

* Anticipated Commission action item | **Bold text** indicates Council Strategic Priority | ^[C] indicates Commission initiated

POTENTIAL COMMISSION MEETING TOPICS

- Commitment to the Business Outreach Program
- Rising Prices / local ways to combat impacts
- **Promote housing programs**
- Encourage local food sourcing
- TIF District annual review
- Climate Action Plan Implementation
- Final zoning code review
- Promote transit options and expansion of services
- Connect businesses & schools
- Event/Identity Tourism
- Open To Business year end report
- Development reviews as needed
- Entry Monuments
- Establish subcommittees if needed
- Promote energy efficiency programs

Equity Commission

Vice Chair Kami Miller

Staff Liaison Hue Schlieu, DEI Coordinator

Council Liaison Emily Dunsworth

Equity Commission Work Plan

2024-2025

TOPIC

COMMISSION TASK

FUTURE TOPICS

April – June 2024	• Orientation Training • Commission Overview • Work Plan Approval * • Accessory Dwelling Units (ADUs) • Community Engagement Next Steps ^[C]	→ Understand City government → Understand Commissioner Role → Identify/update Commission interests → Review and Advise → Discuss and Advise	• Additional Policy Review
July – Sept 2024	• Procurement Policy • Affordable Housing ^[C] • Ramsey County Elections & Impacts on Residents ^[C] • Farmers Market • Bdóte Tour	→ Learn and Understand → Discuss and Advise → Learn through staff presentation → Volunteer via tabling → Attend and Learn	
Oct – Dec 2024	• Tobacco Ordinance • Equity Efforts in Education ^[C] • Youth Community Connectors Program • GIS Equity Mapping Next Steps ^[C] • Equity Strategic Action Plan (ESAP) Ideation	→ Learn and Understand → Learn and Understand → Review and Advise → Review and Advise → Review, Discuss, and Advise	
Jan – March 2025	• Metro Area Commission Forum ^[C] • Transportation, Busing, & Accessibility ^[C] • Work Plan Visioning for 2025-2026 • Community Iftar	→ Learn, Share, and Elevate relevant strategies and best practices → Discuss and Advise → Review year and Finalize 2024/25 work items → Attend and Learn	

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POTENTIAL COMMISSION MEETING TOPICS

- Community Engagement
- Procurement Policy
- Housing Policy
- Youth Community Connectors
- Equity Strategic Action Plan
- Transportation and Busing
- Communications Plan
- Childcare
- Program Scholarships
- Attend/Volunteer: Farmers Market, National Night Out, Uplift Traditional Knowledge, Community Lunches, Community Iftar, 2nd Annual Commissioner Forum

