

Minneapolis Neighborhood Revitalization Policy Board

MINUTES OF THE REGULAR MEETING OF

November 21, 2005

Present and Voting: Debbie Evans, Sean Wherley, Carol Pass, Jeffrey Strand, Mark Stenglein, Peter McLaughlin, David Fey (Alternate, Mayor's Office), Paul Ostrow, Ken Kelash (Alternate, Central Labor), Diane Hofstede and Rep. Joe Mullery, chair, presiding.

Alternates Attending: Nicholas Kakos

Absent: Gail Dorfman, R.T. Rybak, Jon Olson, Lydia Lee, Emmett Carson, Byron Laher, Bill McCarthy, Todd Klingel

Staff: Bob Miller, Joe Horan, Stacy Sorenson, Carsten Slostad

Others Present: Rae Ann Vanderputte, Sylvia Fine, Leonard Lang, Jacqueline Bailey, Tracy Kill, Larry Hiscock, Jennifer Gates Borger, Mitch Thompson, Ann King, Shirley Yeoman, Mary Rolfsmeier

I. CALL TO ORDER

Vice-chair, Jeffrey Strand called the meeting to order at 4:48 p.m. in Conference Room C-2350 in the Hennepin County Government Center. A quorum was not present but it was the consensus of the members present to hear the presentation of Neighborhood Phase II Action Plans in the hope that a quorum would be present in time for voting. Rep. Joe Mullery arrived at 5:00 p.m. and chaired the meeting from that point forward. A quorum of members was reached at 5:15 p.m.

II. APPROVAL OF THE AGENDA

Upon a motion by David Fey and seconded by Paul Ostrow the agenda was adopted.

III. APPROVAL OF THE MINUTES

Upon a motion by Ken Kelash and seconded by Paul Ostrow the minutes of the October 24, 2005 meeting were adopted.

IV. ACTION ITEMS

1. Linden Hills Neighborhood NRP Phase II Neighborhood Action Plan

Sylvia Fine and Leonard Lang, co-chairs of the plan's development steering committee, presented the process that was used to develop the Linden Hills Phase II Neighborhood Action Plan and highlighted the plan's significant strategies.

Upon a motion by Paul Ostrow and seconded by Ken Kelash, the following resolution was adopted with Debbie Evans abstaining from voting.

WHEREAS: On April 19, 2004 the Minneapolis Neighborhood Revitalization Program (NRP) Policy Board (“Board”) approved a Phase II allocation for the Linden Hills neighborhood of \$530,161, based on the Phase II revenues projected for NRP;

WHEREAS: The neighborhood conducted a Phase II neighborhood planning process that began in 2004 and has submitted a Linden Hills NRP Phase II Neighborhood Action Plan that requests a Phase II allocation of \$530,161;

WHEREAS: The Linden Hills neighborhood has allocated at least 70% of their Phase II Neighborhood Action Plan to housing programs, projects, services and activities;

RESOLVED: That the Minneapolis Neighborhood Revitalization Program Policy Board (Board) hereby accepts and adopts the Linden Hills NRP Phase II Neighborhood Action Plan;

RESOLVED FURTHER: That the Board hereby authorizes the Director to request the City Council and Mayor [a] amend the 2005 General Appropriation resolution by increasing the Community Planning and Economic Development Department agency Fund CNR – NRP Program Fund (CNR0-890-3550) by \$500,715.50 and [b] authorize the appropriate City officers to enter into any contracts or agreements necessary to implement the activities above;

RESOLVED FURTHER: That up to 70 percent of the amount approved for this plan (\$371,113) shall be available for obligation in the first three (3) years after approval of the appropriation for this plan.

2. Standish Ericsson Neighborhood NRP Phase II Neighborhood Action Plan

Ann King, Molly Rolfsmeier, Jodi Sarles and Shirley Yeoman presented on behalf of the neighborhood. They highlighted their plan development process and significant strategies in their Phase II Neighborhood Action Plan. Upon a motion by Mark Stenglein and seconded by Ken Kelash the following resolution was adopted.

WHEREAS: On April 19, 2004, the Minneapolis Neighborhood Revitalization Policy Board (Board) established the Phase II allocation available for the Standish and Ericsson neighborhoods at \$1,087,274 based on the Phase II revenues projected for NRP,

WHEREAS: The Standish and Ericsson neighborhoods have conducted an extensive and inclusive Phase II plan development process,

WHEREAS: the submitted Standish-Ericsson NRP Phase II Neighborhood Action Plan requests an allocation of \$1,087,274 and dedicates 81% of that allocation to housing programs, projects, services and activities,

BE IT RESOLVED: That the Minneapolis Neighborhood Revitalization Policy Board (Board) hereby accepts and adopts the Standish-Ericsson Phase II Neighborhood Action Plan dated November 21, 2005,

RESOLVED FURTHER: That the Board hereby authorizes the Director to: 1) request the City Council and Mayor [a] amend the 2005 General Appropriation Resolution by increasing the Community Planning and Economic Development Department agency Fund CNR – NRP Program Fund (CNR0-890-3550) appropriation by \$1,000,551, and [b] authorize the appropriate City officers to enter into any contract or agreements necessary to implement the activities above, and

RESOLVED FURTHER: That up to seventy percent (70 %) of the amount approved for this plan (\$761,092) shall be available for obligation in the first three (3) years after approval of the appropriation for this plan.

3. Harrison Neighborhood NRP Phase II Neighborhood Action Plan

Jacqueline Bailey, Mitch Thompson, and Tracy Kill presented the Harrison NRP Phase II Action Plan. In addition to talking about the strategies in their plan, a presentation on the neighborhood's goal to include everybody in the decision making process and their strategies for undoing racism was presented. Upon a motion by Mark Stenglein and seconded by Diane Hofstede the following resolution was adopted.

WHEREAS: On April 19, 2004 the Minneapolis Neighborhood Revitalization Program (NRP) Policy Board ("Board") approved a Phase II allocation for the Harrison neighborhood of \$846,641, based on the Phase II revenues projected for NRP;

WHEREAS: The neighborhood conducted a Phase II neighborhood planning process that began in 2005 and has submitted a Harrison NRP Phase II Neighborhood Action Plan that requests a Phase II allocation of \$846,641;

WHEREAS: The Harrison neighborhood has allocated at least 70% of their Phase II Neighborhood Action Plan to housing programs, projects, services and activities;

RESOLVED: That the Minneapolis Neighborhood Revitalization Program Policy Board (Board) hereby accepts and adopts the Harrison NRP Phase II Neighborhood Action Plan;

RESOLVED FURTHER: That the Board hereby authorizes the Director to request the City Council and Mayor [a] amend the 2005 General Appropriation resolution by increasing the Community Planning and Economic Development Department agency Fund CNR – NRP Program Fund (CNR0-890-3550) by \$806,983.50 and [b] authorize the appropriate City officers to enter into any contracts or agreements necessary to implement the activities above;

RESOLVED FURTHER: That up to 70 percent of the amount approved for this plan (\$592,649) shall be available for obligation in the first three (3) years after approval of the appropriation for this plan.

4. NRP Fiscal Year 2006 Administrative Budget

Bob Miller presented the 2006 Administrative Budget for approval. He noted, in his remarks, that the only change that was made to the budget presented at the October meeting was the addition of funding for Hennepin County contract services in the professional services line item. Upon a motion by Ken Kelash and seconded by Debbie Evans the following resolution was adopted. “Attachment A & B” referred to in the resolution are an attachment to these minutes.

RESOLVED: That the Minneapolis Neighborhood Revitalization Program (NRP) Policy Board (Board) approves and adopts the Neighborhood Revitalization Program Administrative Budget for Fiscal Year 2006, in the amount of \$1,512,293 as detailed in “Attachment A” to the November 16 Administrative Budget Proposal memorandum which is incorporated herein by reference;

RESOLVED FURTHER: That the Board authorizes the Director to spend up to \$1,512,293 in FY 2006 on administrative expenses generally in accordance with Attachment A, with total expenditures in the “Compensation” (4000-4900 and 7800-7860 account codes) and “Non-Compensation” categories to be limited to the amounts indicated in that budget, but with discretion to adjust amounts among the specific “Non-Compensation” line items as needed and between “Compensation” and the “Non-Compensation” category for “Professional Services” without further approval from this Board; and appropriates \$1,512,293 of NRP Program Moneys for administrative expenditures in 2006;

RESOLVED FURTHER, That the Director is hereby authorized and directed to request that the City Council, City of Minneapolis, appropriate \$ 1,512,293 to Fund CNR0-890-3550 for the purposes herein authorized, and to request that CPED immediately transfer \$1,512,293 to the NRP’s City of Minneapolis Fund 230; and,

RESOLVED FURTHER, That the Director is hereby authorized to negotiate and sign any Professional Services Agreements or Memorandums of Understanding needed to secure the services in "Attachment B" to the November 16 Administrative Budget Proposal memorandum.

5. Contingency Funds to Support Jobs Program with Allina

A revised report was distributed to the members present. Bob Miller then carefully described the process and the negotiations conducted to construct this loan agreement with Allina and the link to jobs provided to neighborhood residents in the neighborhoods participating in the agreement. He further explained the need to use NRP Administrative Contingency funds to assist in funding this loan agreement. Ken Kelash moved adoption of the recommendation and Debbie Evans seconded the motion. Paul Ostrow expressed concern that some mechanism be in place to allow other neighborhoods to participate and moved to amend the resolution by adding to the resolution "that any neighborhoods wishing to be added to this agreement after the date of execution must invest a minimum of \$5,000 in the loan pool." and "that any investments will be deducted from the amount invested by NRP." David Fey seconded his amendment. The amendment was adopted and then the following resolution was adopted with Sean Wherley voting against.

RESOLVED: That the Minneapolis Neighborhood Revitalization Program (NRP) Policy Board ("Board") supports the Job Relocation, Resident Recruitment, and Community Stabilization Agreement Between the Allina Health System, NRP and the Neighborhoods of South Minneapolis ("Agreement") as detailed in the Attachment;

RESOLVED FURTHER: That the Board approves the reallocation of up to \$120,000 from the Phase II administrative cost contingency fund established through NRP/PR #2004-17 as an NRP commitment to the relocation loan offered under this Agreement to the Allina Health Systems;

RESOLVED FURTHER: That the NRP commitment will be processed only if it is requested in a strategy in a neighborhood action plan or is being included in an action plan modification;

RESOLVED FURTHER: That the Board views this reallocation as a one time event and an extraordinary exception to meet a high priority neighborhood need and request and that it shall not be viewed as a precedent for depleting the administrative contingency fund;

RESOLVED FURTHER: That resolution NRP/PR#2004-17 is amended to reduce the "\$1.5" in the resolution by the final amount, if any, used to support this loan;

RESOLVED FURTHER: That any neighborhoods wishing to be added to this agreement after the date of execution must invest a minimum of \$5,000 in the loan pool.

RESOLVED FURTHER: That any investments will be deducted from the amount invested by NRP.

RESOLVED FURTHER: That the Board authorizes the Director to spend up to \$120,000 for this loan and negotiate and sign any Agreements needed to transfer these funds without further approval from this Board; and

RESOLVED FURTHER: That the Board hereby authorizes the Director to request that the City Council and Mayor [a] amend the 2005 General Appropriation Resolution by increasing the Community Planning and Economic Development Department agency Fund CNR-NRP Program Fund (CNR0-890-3550) appropriation by the amount needed for this loan, up to a total of \$120,000, and [b] authorize the appropriate City officers to enter into any contracts or agreements needed to implement the activities above.

V. PRESENTATIONS & REPORTS

1. Neighborhood Representative Election Results

The results of the Neighborhood Representative Election held on November 17th were read into the record. The League of Women Voters of Minneapolis conducted the candidate forums and the election process. They have certified the official results of the voting and they are as follows:

At-Large Representative	Debbie Evans
At-Large Alternate	<i>Open Seat</i>
Protection Representative	Jeffrey Strand
Protection Alternate	Nicholas Kakos
Revitalization Representative	Dorothy Titus
Revitalization Alternate	Ryan Marth
Redirection Representative	Thomas Bissen
Redirection Alternate	Carol Ann Pass

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VI. ADJOURNMENT

The meeting was adjourned at 6:35 p.m.

Carsten Slostad, Secretary Pro Tem

ATTEST: Joe Mullery, Chair

		FY 2006						Attachment A		
		NRP Administrative Budget (Proposed)								
Codes	Description	2000 Actual ¹	2001 Actual	2002 Actual	2003 Actual	2004 Actual	2005 Budget	2005 Current ²	2006 Proposed	% Change 2006 vs 2005
4000-4900	Salaries	\$ 593,473	\$ 624,882	\$ 641,691	\$ 637,004	\$ 649,288	\$ 654,836	\$ 473,652	\$ 619,091	-5.46%
7800-7860	Fringe Benefits	\$ 117,529	\$ 111,281	\$ 127,811	\$ 131,919	\$ 136,104	\$ 141,764	\$ 102,980	\$ 150,303	6.02%
	Personnel Subtotal	\$ 711,002	\$ 736,163	\$ 769,503	\$ 768,923	\$ 785,392	\$ 796,600	\$ 576,632	\$ 769,394	-3.42%
5010	Advertising & Publications ³	\$ 17,051	\$ 5,238	\$ 7,833	\$ 27,484	\$ 23,195	\$ 21,000	\$ 38,924	\$ 18,000	-14.29%
5011	City Benefit Admin Fee ⁴	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,300	\$ 960	\$ 2,300	
5017	Phone Charges ⁵	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,600	\$ 6,360	
5020	Communications	\$ 19,338	\$ 15,748	\$ 17,850	\$ 19,475	\$ 15,347	\$ 11,000	\$ 7,074	\$ 10,000	-9.09%
5050	Printing	\$ 16,138	\$ 20,000	\$ 7,803	\$ 11,753	\$ 11,407	\$ 9,500	\$ 6,901	\$ 10,000	5.26%
5070	Professional Services	\$ 900,836	\$ 915,497	\$ 752,194	\$ 641,932	\$ 657,836	\$ 512,500	\$ 146,969	\$ 514,500	0.39%
5080	Rent/Office Furniture ⁶	\$ 71,951	\$ 74,212	\$ 87,282	\$ 91,056	\$ 87,449	\$ 82,562	\$ 72,518	\$ 85,039	3.00%
5130	Miscellaneous	\$ 20,242	\$ 34,784	\$ 7,250	\$ 10,484	\$ 3,797	\$ 4,000	\$ 897	\$ 2,500	-37.50%
6020	Legal Settlements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,750	\$ -	0.00%
6030	Cash Management	\$ -	\$ 1,935	\$ 164	\$ -	\$ -	\$ 10,000	\$ -	\$ -	-100.00%
6040	Transportation/Parking	\$ 336	\$ 303	\$ 189	\$ 440	\$ 421	\$ 300	\$ 451	\$ 1,700	466.67%
6050	Education ⁷	\$ 1,139	\$ -	\$ 39,155	\$ 26,850	\$ 48,750	\$ 15,000	\$ 15,750	\$ 17,500	16.67%
6060	Travel Expense	\$ 5,730	\$ -	\$ 529	\$ 2,501	\$ -	\$ 750	\$ -	\$ 750	0.00%
6080	Insurance ⁸	\$ 38,461	\$ 38,905	\$ 42,991	\$ 51,413	\$ 62,992	\$ 64,000	\$ 62,356	\$ 62,000	-3.13%
6100	Administrative Supplies	\$ 7,618	\$ 8,771	\$ 11,997	\$ 9,828	\$ 8,211	\$ 6,000	\$ 451	\$ 3,000	-50.00%
7880	Workers Comp ⁹	\$ 40	\$ 10,280	\$ -	\$ 3,927	\$ 3,414	\$ 4,400	\$ -	\$ 4,500	2.27%
8020	Equipment	\$ 2,600	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ -	\$ 1,000	0.00%
8025	Hardware	\$ 21,190	\$ 15,384	\$ 5,168	\$ 17,814	\$ -	\$ 4,000	\$ 1,599	\$ 3,000	-25.00%
8035	Software	\$ 1,733	\$ 704	\$ 575	\$ 53	\$ 137	\$ 1,000	\$ -	\$ 750	-25.00%
	Non Personnel Subtotal	\$ 1,124,403	\$ 1,141,761	\$ 980,979	\$ 915,011	\$ 922,956	\$ 749,312	\$ 361,200	\$ 742,899	-0.86%
	Totals	\$ 1,835,405	\$ 1,877,924	\$ 1,750,482	\$ 1,683,934	\$ 1,708,348	\$ 1,545,912	\$ 937,832	\$ 1,512,293	-2.17%
¹ Expenditures in 2000 for Workers Comp were low because the majority of the premium was paid in December 1999.										
² Expenditures as of 10/12/2005										
³ Expenditures in 5010 and 5050 in 2003, 2004, 2005 and 2006 include Home Tour advertising, publications, printing and professional services.										
⁴ Added as a 2005 line item.										
⁵ Added as a 2006 line item. Previously paid to City under the MOU.										
⁶ Code 5080 includes surface parking charges, office rent and operating expenses.										
⁷ Beginning in 2002 Code 6050 includes support for the Community Leadership Institute at St. Thomas.										
⁸ Code 6080 includes D&O Insurance for neighborhoods and the NRP Policy Board. The D&O premium for 2005 covered 66 neighborhood organizations (for \$ 56,443) and the NRP Policy Board (for \$ 2,229).										
⁹ Workers Comp payment in 2001 includes payment for 2002.										
Note: Expenses for the Home Tour in 2003, 2004, 2005 and 2006 are included. Revenues from the Home Tour are not. In 2004 these revenues were \$35,778.75.										
Rev:11/16/05										

**FY 2006
NRP Administrative Budget
Contracts for Professional Services**

	FY 2006 (Proposed) Amount	FY 2005 Amount	\$ Change	% Change
Professional Services				
CPED (Formerly MCDA)	\$ 40,000	\$ 10,000	\$ 30,000	300.00%
City of Minneapolis ¹	\$ 190,000	\$ 180,000	\$ 10,000	5.56%
Office of Minnesota State Auditors	\$ 125,000	\$ 160,000	\$ (35,000)	-21.88%
Minneapolis Park Board	\$ 10,000	\$ 20,000	\$ (10,000)	-50.00%
Hennepin County	\$ 12,500	\$ -	\$ 12,500	
The Gavzy Group (PlanNet NRP)	\$ 7,500	\$ 15,000	\$ (7,500)	-50.00%
Kennedy and Graven	\$ 40,000	\$ 35,000	\$ 5,000	14.29%
Mike Wilson & Associates (Auditors)	\$ 30,000	\$ 30,000	\$ -	0.00%
MTN (Video Communications)	\$ 15,000	\$ 20,000	\$ (5,000)	-25.00%
I-Systems (PlanNet NRP and network support)	\$ 10,000	\$ 15,000	\$ (5,000)	-33.33%
County Computer Support Services	\$ 7,500	\$ 9,000	\$ (1,500)	-16.67%
Other Consultants	\$ 19,000	\$ 7,500	\$ 11,500	153.33%
CURA Training Program for Organizers	\$ -	\$ 2,500	\$ (2,500)	-100.00%
Web Site Design/Support	\$ 3,000	\$ 3,000	\$ -	0.00%
Eve Borenstein (Attorney)	\$ 2,000	\$ 1,500	\$ 500	33.33%
Minneapolis League of Women Voters	\$ 3,000	\$ 4,000	\$ (1,000)	-25.00%
Total	\$ 514,500	\$ 512,500	\$ 2,000	0.39%

¹ The functions in this line item are performed under a Memorandum of Understanding between NRP and the City.