

Minneapolis Neighborhood Revitalization Policy Board

MINUTES OF THE REGULAR MEETING OF

November 18, 2002

Present and Voting:

Ron Ravensborg, Julia Burman, Carol Pass, Jeffrey Strand, Mark Stenglein, Peter McLaughlin, Gail Dorfman, R.T. Rybak, Barret Lane (Alternate, City Council), Byron Laher (Alternate, United Way), Bill McCarthy and Diane Hofstede, chair, presiding.

Alternates Attending:

Judy Schwartz, Greg Bastien, Nicholas Kakos, Erik Takeshita, Steve Claypatch

Absent:

Paul Ostrow, Rep. Joe Mullery, Bob Fine, Catherine Shreves, Emmett Carson, James Colville, John Powell, Louise Dickmeyer

Staff:

Bob Miller, Peg Mountin, Carsten Slostad

Others Present:

Gary Arntsen, Steve Brandt, Marian Biehn, Becky Olson, Jeff Langaard, Edna Herlitz, Tom Bissen, Mohamud Noor, Mike Gainor, Suzi Kim.

I. CALL TO ORDER

Diane Hofstede, chair, called the meeting to order at 4:45 p.m. in Conference Room C-2350 in the Hennepin County Government Center.

II. APPROVAL OF THE AGENDA

Upon a motion by Jeffrey Strand and seconded by Julia Burman the agenda was adopted.

III. APPROVAL OF THE MINUTES

Upon a motion by Mark Stenglein and seconded by Gail Dorfman the minutes of the October 21, 2002 meeting were adopted.

IV. POLICY ITEM

1. Policy Board Meeting Calendar for 2003

[NRP / PR#2002-16]

Upon a motion by Judy Schwartau and seconded by Mark Stenglein the following dates were selected for Policy Board Meetings in 2003.

January 27	July 21
February 24	August 18
March 24	September 22
April 21	October 20
May 19	November 17
June 23	December 15

Briefing meetings for neighborhood representatives and other members will be held on the Wednesday before the Policy Board meeting.

V. ACTION ITEMS

1. Hale, Page, Diamond Lake Phase II Amendment

[NRP / FR#2002-23]

Upon a motion by Jeffrey Strand and seconded by Gail Dorfman the following resolution was adopted. Ron Ravensborg abstained from voting.

RESOLVED: That the Minneapolis Neighborhood Revitalization Policy Board (Board) hereby approves amending the Hale, Page, and Diamond Lake Phase II Participation Agreement and authorizes a \$69,620 expenditure increase for a new total of \$106,190 of Minneapolis Neighborhood Revitalization Program funds from the Phase II Plan Development Advance Fund to Hale, Page, and Diamond Lake Community Association for Phase II Plan development activities.

2. Whittier Phase II Neighborhood Action Plan

[NRP / FR#2002-24]

Whittier's presentation of their Phase II Neighborhood Action Plan began with Marian Biehn, chair of the Whittier Alliance, having the Whittier presenters introduce themselves. She then reviewed findings from the neighborhood's Phase I Review. Becky Olson, vice-chair and NRP Steering Committee chair, presented the safety and youth section of the plan. Tom Bissen presented the housing portion of the plan. Over 50% of the dollars in the plan are allocated for housing and of that amount 20% have been set aside for low-income programs and projects.

Because of a possible conflict of interest, Jeffrey Strand recused himself and asked that Nicholas Kakos, Protection Neighborhood Alternate, participate in the discussion and voting. Nicholas Kakos then moved the following resolution, which was seconded by Bill McCarthy. The resolution was then adopted.

RESOLVED: That the Minneapolis Neighborhood Revitalization Policy Board (Board) hereby accepts and adopts the Whittier Phase II Neighborhood Action Plan dated September 25, 2002;

RESOLVED FURTHER: That the Board hereby authorizes the Director to: 1) request the City Council and Mayor [a] amend the 2003 Minneapolis Community Development Agency (MCDA) appropriation resolution by increasing the NRP Program Fund CNR0 by \$1,328,006 and [b] authorize the appropriate MCDA officers to enter into any contracts or agreements necessary to implement the activities above;

RESOLVED FURTHER: That the Board hereby recommends that the City Council and the Mayor direct the MCDA to establish dedicated reserve funds for the Whittier Phase II Neighborhood Action Plan within the NRP Program Fund CNR0 and assign \$6,037,994 of such reserve funds for future year expenditures on the Whittier neighborhood Phase II Neighborhood Action Plan;

RESOLVED FURTHER: That the Policy Board shall, as approved in the Phase II Neighborhood Allocation Process adopted July 24, 2000, authorize the expenditure of up to \$561,713 of Whittier's Phase II allocation for non-housing related expenditures and hold the remaining balance of their non-housing expenditures until such time as the Board determines that the housing obligation of the NRP program will be satisfied.

RESOLVED FURTHER: That the Whittier Neighborhood will target its affordable housing resources to those with metro median incomes of 50% or less to the maximum extent possible and feasible;

RESOLVED FURTHER: That the final appropriation for this neighborhood, and the amounts in clauses 2, 3, and 4 above, will be adjusted (either upward or downward) based on the final neighborhood allocations adopted by the Policy Board and appropriate adjustments approved by Whittier to this approved plan.

RESOLVED FURTHER: That the allocation approved for implementing the Whittier Phase II Neighborhood Action Plan assumes full funding of the Neighborhood Revitalization Program.

3. NRP Fiscal Year 2003 Administrative Budget [NRP / FR#2002-25]

Upon a motion by Ron Ravensborg and seconded by Jeffrey Strand the following resolution was adopted. A copy of "Attachment A", the budget detail, is attached to these minutes.

RESOLVED: That the Minneapolis Neighborhood Revitalization Policy Board approves and adopts the Neighborhood Revitalization Program Administrative Budget for Fiscal Year 2003, in the amount of \$1,743,355 as detailed in "Attachment A" which is incorporated herein by reference; authorizes the Director to spend up to that amount in 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 \$1,743,355 of NRP Program Moneys for administrative expenditures in 2003; and

RESOLVED FURTHER: That the Director is hereby authorized and directed to request that the City Council, City of Minneapolis, appropriate \$1,743,355 to MCDA Fund CNR0 for the purposes herein authorized, and to request that the MCDA immediately transfer \$1,743,355 to the NRP's City of Minneapolis Fund 2300.

4. Seward Neighborhood Phase II Early Access Request [NRP / PR#2002-17]

Bob Miller explained that these funds were approved by the Policy Board in June 2001 and were frozen in response to the revenue impacts of the 2001 State Legislature. The request is to now release these funds. Upon a motion by Peter McLaughlin and seconded by Ron Ravensborg the following resolution was adopted.

RESOLVED: That the Minneapolis Neighborhood Revitalization Policy Board (Board) authorizes the release of up to \$177,000 in approved (Resolution NRP / FR#2001-10) Phase II Early Access funds for Seward Neighborhood Group's housing programs and its ongoing NRP implementation support;

RESOLVED FURTHER: That the Seward Neighborhood Group will target its affordable housing resources to those with metro median incomes of 50% or less to the maximum extent possible and feasible;

RESOLVED FURTHER: That the Director proceed with the action necessary to process this approval.

4. Release of Affordable Housing / Commercial Area Development Reserve Funds
[NRP / PR#2002-18]

Bob Miller, based upon the request of the Policy Board at previous meetings, presented a recommendation for the development of a Request for Proposal (RFP) for release of Affordable Housing and Commercial Corridor reserve funds. For discussion purposes the following resolution was moved by Byron Laher and seconded by Jeffrey Strand.

RESOLVED: *That the Minneapolis Neighborhood Revitalization Policy Board (Board) hereby approves the development of a Request for Proposal (RFP) for up to \$2 million from the Affordable Housing Reserve Fund as Year 2 of that Fund;*

RESOLVED FURTHER: *That the NRP Staff meet with staff from Hennepin County, MCDA and the Minneapolis Planning Department to review the RFP issued for Year 1 of the Affordable Housing Reserve Fund and make recommendations to the board for any modifications that they believe will improve the RFP for Year 2;*

RESOLVED FURTHER: *That the Board hereby approves the development of an RFP for up to \$1 million from the Commercial Area Development Fund as Year 1 of that fund;*

RESOLVED FURTHER: *That NRP staff meet with appropriate staff from Hennepin County, MCDA and the Minneapolis Planning Department to develop an RFP for Year 1 of the Commercial Area Development Reserve Fund for approval by the Board;*

RESOLVED FURTHER: *That NRP staff provide their recommended RFP's for the Affordable Housing Reserve Fund and the Commercial Area Development Fund to the Board by February 15, 2003;*

RESOLVED FURTHER: *That the Board act on the recommended recipients of both of the reserve funds by no later than September 30, 2003;*

RESOLVED FURTHER: *That NRP staff work with the MCDA and Minneapolis Planning Department to: review the MCDA's quarterly project review process and the eligibility and selection criteria; determine if, and how, NRP funding of Affordable Housing Reserve Fund projects can be coordinated with or integrated into this process; and provide the Board with recommendations for how integration can be accomplished.*

Peter McLaughlin then moved to amend by deleting resolving clauses 3 & 4 and increasing the Affordable Housing Reserve Fund to \$3 million. Byron Laher seconded the amendment. After discussion Peter McLaughlin withdrew his amendment and proposed the following amendment that was seconded by Gail Dorfman.

Amend as follows: *1st clause, change 2 million to 4 million and in the 5th clause change it to read "That NRP staff provide their recommended RFP's for the Affordable Housing Reserve Fund and the Commercial Area Development Fund to the Board **for its approval and authorization for issuance** by February 15, 2003;"* The substitution of this amended language was then adopted.

Barret Lane then moved to amend the 3rd clause by changing *1 million to 2 million*. Bill McCarthy seconded the amendment. The amendment carried with Carol Pass, Byron Laher and Peter McLaughlin voting against it.

A vote on the motion as amended was then taken and the motion carried. The final version of the resolution is as follows:

RESOLVED: That the Minneapolis Neighborhood Revitalization Policy Board (Board) hereby approves the development of a Request for Proposal (RFP) for up to \$4 million from the Affordable Housing Reserve Fund as Year 2 of that Fund;

RESOLVED FURTHER: That the NRP Staff meet with staff from Hennepin County, MCDA and the Minneapolis Planning Department to review the RFP issued for Year 1 of the Affordable Housing Reserve Fund and make recommendations to the board for any modifications that they believe will improve the RFP for Year 2;

RESOLVED FURTHER: That the Board hereby approves the development of an RFP for up to \$2 million from the Commercial Area Development Fund as Year 1 of that fund;

RESOLVED FURTHER: That NRP staff meet with appropriate staff from Hennepin County, MCDA and the Minneapolis Planning Department to develop an RFP for Year 1 of the Commercial Area Development Reserve Fund for approval by the Board;

RESOLVED FURTHER: That NRP staff provide their recommended RFP's for the Affordable Housing Reserve Fund and the Commercial Area Development Fund to the Board for its approval and authorization for issuance by February 15, 2003;

RESOLVED FURTHER: That the Board act on the recommended recipients of both of the reserve funds by no later than September 30, 2003;

RESOLVED FURTHER: That NRP staff work with the MCDA and Minneapolis Planning Department to: review the MCDA's quarterly project review process and the eligibility and selection criteria; determine if, and how, NRP funding of Affordable Housing Reserve Fund projects can be coordinated with or integrated into this process; and provide the Board with recommendations for how integration can be accomplished.

VI. PRESENTATIONS & REPORTS

Due to the loss of a quorum the remaining items on the agenda (presentations and reports) were postponed until the next meeting of the Board.

VI. ADJOURNMENT

The meeting was adjourned at 6:45 p.m.

Carsten Slostad, Secretary Pro Tem

ATTEST: Diane Hofstede, Chair