

Minneapolis Neighborhood Revitalization Policy Board

MINUTES OF THE REGULAR MEETING OF

November 17, 2003

Present and Voting:

Ron Ravensborg, Cam Gordon, Carol Pass, Nicholas Kakos, Mark Stenglein, Peter McLaughlin, R.T. Ryak, Paul Ostrow, Rep. Joe Mullery, Byron Laher (Alternate for United Way), Ken Kelash (Alternate for Central Labor Union) and Diane Hofstede, chair, presiding.

Alternates Attending:

Julia Burman, Zachary Korb, Debbie Evans, David Fey

Absent:

Gail Dorfman, Bob Fine, Sharon Henry-Blythe, Emmett Carson, James Colville, Bill McCarthy, Angela Sterns

Staff:

Bob Miller, Barb Lickness, Carsten Slostad

Others Present:

Jeff Schneider, Gary Arntsen, Jim Grabek, John Slack, Tom O'Neil

I. CALL TO ORDER

Diane Hofstede, chair, called the meeting to order at 4:38 p.m. in Conference Room C-2350 in the Hennepin County Government Center.

II. APPROVAL OF THE AGENDA

Upon a motion by Ken Kelash 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 20, 2003 meeting were adopted.

IV. ACTION ITEMS

1. Warehouse District / North Loop Phase I Neighborhood Action Plan

[NRP / FR#2003-30]

Jim Grabek and Tom O'Neil presented the plan on behalf of the neighborhood. Upon a motion by Ken Kelash and seconded by Mark Stenglein the follow resolution was adopted unanimously.

RESOLVED: That the Minneapolis Neighborhood Revitalization Policy Board (Board) hereby accepts and adopts the North Loop Neighborhood Action Plan dated August 2003.

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 \$107,500 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 North Loop Neighborhood Action Plan within the NRP Program Fund CNR0 and assign \$85,500 of such reserve funds for future year expenditures on the North Loop Neighborhood Action Plan.

2. Powderhorn Park Phase II Advance Fund Request

[NRP / FR#2003-31]

Upon a motion by Ken Kelash and seconded by Mark Stenglein the following resolution was adopted unanimously.

RESOLVED: That the Minneapolis Neighborhood Revitalization Policy Board hereby approves the use of up to \$75,000 from the Phase II Plan Development Advance Fund to provide support for implementation of the Powderhorn Park Phase II Neighborhood Action Plan.

3. NRP Fiscal Year 2004 Administrative Budget

[NRP / FR#2003-32]

Bob Miller reviewed the revisions made to the budget since his first presentation at the October meeting. Mark Stenglein moved and Ken Kelash seconded adoption of the Budget. During the discussion concerns were raised about the costs for audits. Nicholas Kakos then moved with Peter McLaughlin seconding an amendment to the resolution by asking the Director to explore other audit options and report back to the Policy Board. The amendment was adopted and then the resolution as amended was adopted. The following is the final adopted resolution.

RESOLVED: That the Minneapolis Neighborhood Revitalization Policy Board approves and adopts the Neighborhood Revitalization Program Administrative Budget for Fiscal Year 2004, in the amount of \$1,612,098 as detailed in "Attachment A" which is incorporated herein by reference; authorizes the Director to spend up to that amount 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 \$1,612,098 of NRP Program Moneys for administrative expenditures in 2004;

RESOLVED FURTHER: That the Director is hereby authorized and directed to request that the City Council, City of Minneapolis, appropriate \$1,612,098 to Fund 2300 for the purposes herein authorized, and to request that MCDA/CPED immediately transfer \$1,612,098 to the NRP's City of Minneapolis Fund 2300; and,

RESOLVED FURTHER: That the Director is hereby authorized to negotiate and sign any Professional Services agreements needed to secure the services in "Attachment B".

RESOLVED FURTHER: That the administrative staff explore other audits options and report back to the Policy Board by May 1, 2004.

4. Housing Program Collaborations

[NRP / PR#2003-18]

Bob Miller reported on collaborative efforts between NRP and CPED's Housing Division to develop two initiatives to address housing issues in the city. The first is a property acquisition program, which will allow neighborhoods to participate in a \$1.2 million matching program with CPED. The second is a major effort to develop a coordinated affordable housing request for proposals. Ken Kelash then moved with Paul Ostrow seconding the following resolution which was adopted.

RESOLVED: That the Minneapolis Neighborhood Revitalization Policy Board (Board) hereby authorizes the Director to work with Minneapolis Community Planning and Economic Development (CPED) staff on a program whereby CPED would reserve up to \$1.2 million to match, on a one for one basis, any neighborhood dollars committed to the purchase and redevelopment of lots in their neighborhood; and

RESOLVED FURTHER: That the Minneapolis Neighborhood Revitalization Policy Board (Board) hereby authorizes the Director to work with Minneapolis Community Planning and Economic Development (CPED) staff on a 2004 coordinated affordable housing RFP that provides a minimum of three and one half months between the date of RFP issuance and the proposal submission deadline; and

RESOLVED FURTHER: That participation in a 2004-coordinated affordable housing RFP is subject to prior authorization by the Minneapolis Neighborhood Revitalization Policy Board (Board) that makes Affordable Housing Reserve Fund dollars available in 2004.

V. **POLICY ITEMS**

1. **2004 Minneapolis & Saint Paul Home Tour**

[NRP / PR#2003-19]

Based upon the successful experience of coordinating the 2003 Home Tour, Bob Miller recommended that the Policy Board approve NRP coordination of a 2004 Home Tour. Upon a motion by Nicholas Kakos and seconded by Ron Ravensborg the following resolution was adopted.

RESOLVED: That the Minneapolis Neighborhood Revitalization Policy Board (Board) agrees that the NRP should be the coordinator for the 2004 Minneapolis & Saint Paul Home Tour; and

RESOLVED FURTHER: That the Board authorizes the Director to: (1) enter into any contracts or agreements needed to implement the 2004 Home Tour; (2) expend funds from the approved 2004 Administrative Budget for this purpose; (3) create the accounts and files needed to document the revenues received and the expenses incurred for the Home Tour; and (4) use the NRP name, logo and Web site to promote and advertise the Home Tour; and

RESOLVED FURTHER: That the Director shall provide a full report on the revenues and expenditures, attendance and other relevant matters to the Board by July 31, 2004.

2. **Phase II Task Force**

[NRP / PR#2003-20]

A revised draft on a charge for this task force was distributed. Ken Kelash moved that the task force focus on the items in the charge related to funds, item numbers 3,4,6, and 8. Cam Gordon seconded the motion. During the discussion, consensus was reached that a more general interpretation of the task force's charge was needed. Cam Gordon suggested language that reflected this and after additional discussion he

agreed to move his suggestion as a substitute motion. Paul Ostrow seconded the substitute motion and the following resolution was then adopted.

RESOLVED: That the Minneapolis Neighborhood Revitalization Policy Board establish a task force to review all Phase II funding allocations and housing hold-backs in light of funding reductions in 2003.

Ken Kelash then moved that a deadline be set for this task force to report back to the Policy Board. He then moved the following resolution, which was seconded by David Fey and adopted.

[NRP / PR#2003-21]

RESOLVED: That the Phase II Funding Allocations Task Force report back to the Policy Board for the March 2004 meeting.

3. Bylaws Review Task Force

[NRP / PR#2003-22]

Cam Gordon indicated that what he really wished to accomplish was to find a replacement member for the Institute of Race & Poverty on the Policy Board and expand the membership to include a community interest group that would represent renters. He did not feel that reviewing the work of the previous Bylaws committee was necessary to accomplish his goal. It was determined that the current Bylaws allow replacement of community interest members and that the Board should proceed in doing just that. The Task Force could help research a suggestion for a replacement member. Joe Mullery then moved and Paul Ostrow seconded the following resolution, which was adopted.

RESOLVED: That the Minneapolis Neighborhood Revitalization Policy Board request the Chair notify the Institute for Race & Poverty that they will no longer have a seat on the Policy Board.

RESOLVED FURTHER: That the Chair convene a small group to provide a recommendation for a replacement for this open seat.

4. Community Oriented Public Safety Initiatives Reserve Fund

Bob Miller pointed out that a procedure for accessing these funds was needed. He also indicated that a clarification was needed as to how these funds would be deducted from the allocations for the neighborhoods. Paul Ostrow moved approval of the draft proposal "Procedures for Accessing the NRP Community Oriented Public Safety Initiatives Reserve Fund" and added a 7th condition to the proposal as follows: "Proposals that represent collaborations of neighborhoods are encouraged so long as they satisfy the procedural requirements above." David Fey seconded the motion. The procedures are as follows:

1. The funds must be used for community oriented public safety initiatives that are over and above the level included in the approved City budget for public safety services
2. The expenditure must be approved by the neighborhood organization Board of Directors and the NRP Policy Board
3. The expenditure will be for community oriented services such as: expansion of current levels of CCP/SAFE activities, bike patrols, foot patrols, and community-based and directed police presence.
4. The expenditure must be approved by the local precinct commander.
5. The request for approval must specify the Phase II neighborhood action plan strategy that the funds will be used for, how much is being requested, the type of costs that will be covered, and the time frame for expending the funds. The request should be transmitted with a letter signed by the neighborhood and the police precinct commander.
6. The activity being funded will be included in a neighborhood's Phase II action plan.
7. Proposals that represent collaborations of neighborhoods are encouraged so long as they satisfy the procedural requirements above.

Because of legal questions that were raised and the lateness of the meeting, Nicholas Kakos moved to table this item until the next meeting and requested that staff obtain a legal opinion prior to that meeting. Carol Pass seconded the motion and it was adopted.

5. Policy Board Meeting Schedule for 2004

[NRP / PR#2003-23]

Upon a motion by Peter McLaughlin and seconded by Ken Kelash the following resolution setting the meeting schedule for 2004 was adopted.

RESOLVED: That the Minneapolis Neighborhood Revitalization Policy Board sets the following dates for meetings in 2004.

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|-------------|-----------|--------------|
| January 26 | May 17 | September 27 |
| February 23 | June 21 | October 25 |
| March 22 | July 26 | November 22 |
| April 19 | August 23 | December 20 |

VI. PRESENTATIONS & REPORTS

1. City Attorney Memorandum on NRP Policy Board Powers

This document was received and filed without discussion.

2. Board Agendas / Minutes Online

This report was postponed for presentation at the December meeting.

VII. ADJOURNMENT

The meeting was adjourned at 6:48 p.m.

Carsten Slostad, Secretary Pro Tem

ATTEST: Diane Hofstede, Chair