

## **Minneapolis Neighborhood Revitalization Policy Board**

### **MINUTES OF THE REGULAR MEETING OF**

**December 15, 2003**

#### **Present and Voting:**

Ron Ravensborg, Cam Gordon, Carol Pass, Nicholas Kakos, Peter McLaughlin, Gail Dorfman, David Fey (Alternate, Mayor's Office), Rep. Joe Mullery, Bob Fine, Joanne Walz (Alternate, Minneapolis Foundation), Byron Laher (Alternate, United Way), Ken Kelash (Alternate, Central Labor Union) and Diane Hofstede, chair, presiding

#### **Alternates Attending:**

Julia Burman, Greg Bastien, Zachary Korb, Debbie Evans

#### **Absent:**

Mark Stenglein, R.T.Rybak, Paul Ostrow, Emmett Carson, James Colville, Bill McCarthy, Angela Sterns

#### **Staff:**

Bob Miller, Stacy Sorenson, Joe Horan, Carsten Slostad

#### **Others Present:**

Jeffrey Strand, Sean Wherley, Steven Miller, Jackie Cherryhomes, Diane Tibador, Steven Seidel, Darlene Walser, Ellie Webster, Michele Wiegand

### **I. CALL TO ORDER**

Diane Hofstede, chair, called the meeting to order at 4:41 p.m. in Conference Room C-2350 in the Hennepin County Government Center.

### **II. APPROVAL OF THE AGENDA**

Upon a motion by Nicholas Kakos and seconded by Ken Kelash the agenda was adopted.

### **III. APPROVAL OF THE MINUTES**

Upon a motion by Ken Kelash and seconded by Nicholas Kakos the minutes of the November 17, 2003 meeting were adopted.

**IV. ACTION ITEMS**

Upon a motion by Peter McLaughlin and seconded by Bob Fine the following items on the consent portion of the agenda were adopted.

**1. Bancroft Neighborhood Phase II Participation Agreement [NRP / FR#2003-33]**

**RESOLVED:** That in accordance with the Minneapolis Neighborhood Revitalization Policy Board (Board) Phase II Guidelines, approved on July 24, 2000, the Board hereby approves the Bancroft Neighborhood Association Phase II Participation Agreement, dated November 14, 2003 and authorizes the Bancroft neighborhood to begin its NRP Phase II plan development activities;

**RESOLVED FURTHER:** That the Board hereby authorizes the use of up to \$19,825 from the Phase II Plan Development Advance Fund for Phase II plan development activities in the Bancroft neighborhood.

**2. Whittier Neighborhood Phase II Plan Development Advance Request [NRP / FR#2003-34]**

**RESOLVED:** That the Minneapolis Neighborhood Revitalization Policy Board (Board) hereby approves the use of up to \$30,000 from the Phase II Plan Development Advance Fund for the Whittier Neighborhood to revise their Phase II Neighborhood Revitalization Plan dated September 25, 2002, and to provide support for implementation of the Whittier Phase II Neighborhood Action Plan.

**3. Linden Hills Phase II Participation Agreement [NRP / FR#2003-35]**

**RESOLVED:** That in accordance with the Minneapolis Neighborhood Revitalization Policy Board (Board) Phase II Guidelines, approved on July 24, 2000, the Board hereby approves the Linden Hills Neighborhood's Phase II Participation Agreement, as submitted on December 3, 2003 and authorizes the Linden Hills neighborhood to begin its NRP Phase II plan development activities.

**4. Audubon Park Phase II Participation Agreement [NRP / FR#2003-36]**

**RESOLVED:** That the Minneapolis Neighborhood Revitalization Policy Board (Board) hereby approves the Audubon Park Neighborhood Phase II Participation Agreement and authorizes an expenditure of up to \$10,500 from the Phase II Plan Development Advance Fund to the Audubon Neighborhood Association for administrative support associated with Phase II plan development activities.

**5. Authorization of VEBA Administrator**

[NRP / PR#2003-24]

Bob Miller explained to the Policy Board that in order to control health care benefit costs the City has developed new health care benefit plans. Establishing a Voluntary Employee Beneficiary Association (VEBA) is one of the new additions. NRP obtains its employee benefits services from the City and will be providing a VEBA benefit to its employees as an employer paid benefit. For convenience and cost savings, the City has selected a third party administrator to manage these accounts. Since NRP is an independent employer, authorization is needed from the Policy Board to enter into contractual agreements with this third party administrator. Upon a motion by Ken Kelash and seconded by Bob Fine the following resolution was adopted.

**RESOLVED:** That the Minneapolis Neighborhood Revitalization Policy Board ("Board") hereby adopts the NRP Voluntary Employee Beneficiary Association (VEBA) Plan; authorizes the NRP Director to enter into and execute the Plan and Trust documents; and further authorizes the NRP Director to execute any agreements necessary to ensure that eligible NRP employees are covered by the Voluntary Employee Beneficiary Association (VEBA) Plan and Trust, and Flexible Spending Account (Minneflex) programs of the City of Minneapolis.

**V. POLICY ITEMS**

**1. Affordable Housing Reserve Fund / Allocations Determinations**

[NRP / FR#2003-37]

Bob Miller distributed some additional materials along with a letter of support from Council President Paul Ostrow, who was unable to attend the meeting. He then briefly reviewed each of the proposals with the Policy Board. He thanked Joe Horan, who led the technical review team, for the team's hard work in reviewing these proposals. Upon a motion by Nicholas Kakos and seconded by Ken Kelash the following resolution was adopted.

**RESOLVED:** That the Minneapolis Neighborhood Revitalization Policy Board (Board) authorizes the Director to request: that the City Council appropriate \$2,361,500 to the Minneapolis Community Development Agency's Fund CNRO (NRP Program Fund) to fund the NRP's 2002 Affordable Housing Reserve Fund; and

**RESOLVED:** That the Minneapolis Neighborhood Revitalization Policy Board (Board) hereby approves the recommendations of the NRP Director and the Affordable Housing Reserve Fund Technical Review Team for the use of \$ 2,361,500 of NRP program funds from the Affordable Housing Reserve Fund; and

**RESOLVED FURTHER:** That these funds be awarded to the following projects, contingent upon their being able to comply with all appropriate regulatory requirements and close on the project no more than eighteen (18) months from the date of this approval:

- \$188,000 to the Cecile Newman Plaza Project,
- \$ 10,000 to the Kingfield Public Housing Duplex Project,
- \$500,000 to the Hiawatha Commons Project,
- \$189,000 to Heritage Park Phase III Project,
- \$539,500 to Habitat Homes at Heritage Park Project,
- \$285,000 to the Little Earth Property Improvement Phase IV Project,
- \$350,000 to the St. Anne's Senior Housing Project,
- \$100,000 to the Lutheran Social Services Housing Opportunities Project,
- \$100,000 to the Agape Child Development Center Project, and
- \$100,000 to the New Village Limited Partnership Project

**RESOLVED FURTHER:** That the Board authorizes the Director to request that the City Council and the MCDA Board of Commissioners authorize the appropriate City and MCDA officers to execute any needed contracts to implement this action; and

**RESOLVED FURTHER:** That the Board commits to making up to \$3,297,770 available for projects that will be solicited through a final AHRF RFP that will be issued in May 2004.

## **2. Community Oriented Public Safety Initiatives Reserve Fund**

This item was postponed for consideration at the January meeting of the Policy Board.

## **VI. PRESENTATIONS & REPORTS**

### **1. Year End Review**

Bob Miller distributed a summary of highlights of accomplishments for 2003 and briefly commented on each one as a review of the year's activity.

### **2. Neighborhood Representative Election Results**

The Election of Neighborhood Representatives and Alternates to the 2004 Policy Board was held on November 20, 2003 and the following persons were duly elected.

At-Large Representative At-Large Alternate	Debbie Evans Sean Wherley
Protection Representative Protection Alternate	Nicholas Kakos Jeffrey Strand
Revitalization Representative Revitalization Alternate	Cam Gordon Steven Miller
Redirection Representative Redirection Alternate	Zachary Korb Carol Ann Pass

Diane Hofstede congratulated the newly elected members and then officially thanked outgoing members, Ron Ravensborg, Julia Burman, and Greg Bastien for their contribution of service on the Policy Board.

### **3. Minneapolis Youth Coordinating Board**

A report requested by the Policy Board was received and filed without comment.

### **4. January 2004 Committee Date**

Diane Hofstede announced that the date for the first meeting of the Phase II Funding Allocations Task Force and a group to provide a recommendation for replacing the Institute for Race & Poverty's seat on the Policy Board would be Thursday, January 8, 2004 at 4:30 p.m. Crown Roller Mill Building, CPED conference room #3. Any member of the Policy Board is welcome to be a part of these committees.

### **5. Board Agendas/ Minutes Online**

Bob Miller reported that NRP has independently made this service available through the NRP website [www.nrp.org](http://www.nrp.org). Policy Board members will be sent e-mail notification when the agenda and the supporting materials are available on-line. He requested that members indicate if they wished to continue receiving paper copies of the meeting materials.

**VI. ADJOURNMENT**

The meeting was adjourned at 5:22 p.m.

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Carsten Slostad, Secretary Pro Tem

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**ATTEST:** Diane Hofstede, Chair