

## DOWNTOWN MINNEAPOLIS NEIGHBORHOOD ASSOCIATION

Minutes from the Board Meeting on Monday, November 16, 2015  
*Mill City Museum, 6th Floor ADM Room*  
710 South 2nd Street, Minneapolis, MN 55415

### I. Call to Order and Introductions

Since the previous board chair did not run for re-election and the previous vice chair was absent, Nick Cichowicz called the board meeting to order at 5:47 p.m.

Other board members in attendance were:

Dan Collison  
Kevin Frazell  
Pamela McCrea  
Matt McNeill  
Joseph Tamborino  
Carletta Sweet

Board member Laurie Jones was absent.

Staff members Joan Bennett and Christie Rock Hantge were also present.

Guests in attendance included:

Gwen Campbell, People Serving People  
Doug Cousins, Stone Arch Lofts  
Jacob Frey, 3rd Ward Council Member  
Rachael Frizell, Bridgewater Lofts  
Roland Froyen  
Jake Gale, People Serving People  
Cam Gordon, 2nd Ward Council Member  
Mallory Haugen, People Serving People  
Ramji Kamakoli, Park Avenue Lofts (didn't hear his introduction)  
Dana Kirkemo, Stone Arch Lofts  
Randy Manthey, The Carlyle Condominiums  
Tom Novak, American Trio Lofts  
Bob Oliveira, The Carlyle Condominiums  
Dee Oliveira, The Carlyle Condominiums  
Ben Rosholt, Stonebridge Lofts  
Tom Schmid, Washburn Lofts  
Steve Shephard, American Trio Lofts  
Sue Shephard, American Trio Lofts  
Amy Sweasy, Metropolitan Lofts  
Doug Verdier, RiverWest Condominiums  
Dale White, RiverWest Condominiums  
Conrad Zbikowski, Stonebridge Lofts  
Mary Zbikowski, Stonebridge Lofts

## II. Consideration of the Agenda

*Sweet moved and McCrea seconded a motion to approve the November 16, 2015, board meeting agenda. Cichowicz called for discussion. The motion passed.*

## III. Public Comment

Responding to Conrad Zbikowski's inquiry as to whether the developers' projects would go before both the Livability and Land Use Committees, Randy Manthey advised he would present the discussion held at the last LUC meeting at the appropriate time on the agenda, i.e., developing its relationship with the board and to streamline the process.

Roland Froyen from Bridgewater Lofts shared his positive experience with the recently launched Downtown Community Choir.

Manthey also requested that going forward to list board members' name on the agenda for the convenience of the audience.

## IV. Consideration of the Consent Agenda

*Sweet moved and Frazell seconded a motion to approve the Consent Agenda that included the board meeting minutes from September 21, 2015; the Finance Coordinator's staff report (Invoice 010) for October 2015; and the Outreach and Engagement Coordinator's staff report (Invoice 010) for October 2015. Cichowicz called for discussion. The motion passed.*

## V. Financial Report

**A. Fiscal Year 2015 Budget versus Actual as of October 31, 2015.** Hantge highlighted the fact that the DMNA's primary funding source is from the Community Participation Program ([http://www.minneapolismn.gov/ncr/programs/cpp/ncr\\_community-participation](http://www.minneapolismn.gov/ncr/programs/cpp/ncr_community-participation)) and advised funds first must be allocated and then she'll file a payment request to the Neighborhood & Community Relations Department of the City of Minneapolis for reimbursement.

The DMNA is on target and under budget on a number of line items. The biggest expenses in 2015 have been for staff, sponsorships, and administration. The balance to date in the CPP is \$76,000 that will roll over into 2016 and then the DMNA will receive an additional \$44,650 for its administrative budget.

**B. Neighborhood Revitalization Program Funds as of October 31, 2015.** Hantge gave a status update on the NRP funds. After the funding awards the DMNA board made at its September 2015 board meeting, the balance remaining is \$85,809.26 that sits across four strategic areas: Arts, Culture and Education; Crime and Safety; Downtown Development; and Housing.

She then explained money earmarked for future spending. In 2014, the DMNA allocated \$60,000 for a St. Stephens Housing Services outreach worker with the stipulation that if they raise the money for the second and third years it would receive an additional \$60,000 from the DMNA in the fourth year.

The same process was used for YouthLink, i.e., an initial allocation of \$85,000 for two

support staff for the first year (2017) with the stipulation that if YL raises the money for a second year, the DMNA would contribution an additional \$85,000 for two support staff in the third year (2019). She will go into additional detail regarding DMNA's funding sources, including NRP at the November 23rd board financial orientation.

*Sweet moved and Cichowicz seconded a motion to receive and file the financial report. Cichowicz called for discussion. The motion passed*

## **VI. Community Development Update**

***People Serving People Security Camera Proposal.*** Gwen Campbell, Development Director at PSP, introduced herself and her co-workers Mallory Haugen, Volunteer and Events Manager, and Jake Gale, Director of Operations.

Campbell advised they are presenting a funding proposal for \$6,600 for two security cameras; one to be placed on the bus shelter along South 3rd Street in front of the entrance to PSP, and the other on the American Trio Lofts building immediately to the south. PSP has two key partners financially supporting this proposal: ATL, home to private homeowners and Magna Fitness, and Clear Channel Communications that maintains a billboard on the southwest corner of South 3rd Street and Portland Avenue and has agreed to allow PSP to tap into its billboard's power supply.

This project will achieve four goals: (1) improve the safety and welfare of the guest volunteers, community partners and staff who visit; (2) reduce the incidence of loitering and destructive behavior outside neighboring buildings; (3); enhance the opportunity to collaborate with entities around public safety by expanding participation in the Downtown Improvement District's Downtown Camera Watch program; and (4) encourage public safety and livability in the neighborhood.

PSP already has 24/7 security monitoring cameras in and around their building, but these two cameras would capture some of the blind spots where there have been incidences of destructive behavior and where there's a lot of interaction with the public who walk along South 3rd Street. Since Jake Gale has come on board, for the last 6 to 8 months, he's been working with local law enforcement, livability organizations and neighborhoods to find solutions to safety concerns in the neighborhood.

Cichowicz shared the email sent that afternoon by Laurie Jones that laid out an alternative proposal for funding the bus shelter camera only for \$2,920 and to continue to work with PSP to bring in other partners and funding sources. Given the current balance of \$85,000 in NRP funds, the amount of PSP's request equals nearly 8% of the remaining funds. Cichowicz then asked the board whether they were interested in choosing Jones' alternative proposal.

Responding to McNeill's inquiry regarding precedence, Hantge advised she shared this request with Robert Cooper of the City's Finance Department and gatekeeper of all NRP funds who gave his consent for this project.

Sweet advised this project was discussed and forwarded to the board by the Livability Committee, but because the vote was so close to the annual meeting, the board was split between those who wanted to vote immediately and those who wanted to allow the new board

to make the decision (herself included).

Gale described the special issues PSP has encountered (e.g., loitering outside neighboring buildings, harassing PSP neighbors' residents and customers, repeated domestic assaults against PSP guests or otherwise undermining the public safety environment in Downtown East) and how he will be working in partnership with ATL to resolve those issues. ATL will purchase and install the wiring and power source for the cameras and pay any ongoing monthly power expenses over and beyond the requested \$6,600. Gale then described the DID's Camera Watch program (<http://www.minneapolisdid.com/page/show/608067-did-fusion-center>) and how these cameras will be a part of the fusion center system.

After some discussion,

*Tamborino moved and McNeill seconded a motion to approve a contribution in the amount of \$6,676 to People Serving People for the purpose of purchasing two security cameras. Cichowicz called for discussion. The motion passed.*

## **VII. Committee and Board Leadership Elections**

Bennett advised that over the past year the DMNA decided to restart some committees as a way to engage community members in decision making as well as a way to get some work done and alleviate stress on the board. As such, the Land Use Committee and Livability Committee were formed. The process for which is any one can propose a committee or task force through a board member via a template that was created outlining its purpose, members, decision-making process, and recruitment strategy. Then Bennett gave an overview of the LUC committee.

Thereafter, Sweet nominated Randy Manthey as chair of the LUC; he declined. Sweet then nominated Kevin Frazell who declined but agreed to serve as a liaison. After some discussion, Manthey agreed to continue to serve as the unofficial chair/interim consultant until one is secured and then expressed his concern over not having an established way to limit membership since the Bylaws are silent on this issue.

Cichowicz clarified that the intention for both committees in this early period was to build structure around its purpose and allow people to attend to determine their interest then have them fill out an application to find out what skills they'll bring to the committee.

Bennett then gave an overview of the Livability Committee which was given a broad charge in order to dig into its purpose; it may form multiple task forces or subgroups. Last year it spent a lot of time evaluating potential projects eligible for NRP funding and making recommendations to the board. Now that funding has dwindled, the LC needs to think about its new purpose. At the next meeting it will dig into the committee purpose document what it would look like for the next year.

Conrad Zbikowski, a member of the LC, shared his perspective on this committee. He believes it was a good sign to have those longer discussions about funding for different programs and finding compromises (e.g., St. Stephen's Human Services, YouthLink) at the committee level because if done at the board level it turns into a 3-hour meeting. Also, the LC's current purpose doesn't encompass what they've been doing with homelessness; it's more of a community, social, youth- or people-oriented issue, not a public realm/sidewalk issue and then he

suggested refining its purpose to include not only public realm but social and culture work (e.g., the Downtown Community Choir) and make it more inclusive toward those issues to differentiate it from land use.

McNeill commented that numerous issues (i.e., the framework of committees, whether transportation, homelessness and livability issues fall under one or more task forces, governance structure and equal neighborhood representation over how decisions are made and how dollars are being allocated) are a conversation the board needs to have at a board retreat to discuss what achievable objectives the board can accomplish over the next 2 years. He then suggested that since everyone has to travel over the holidays for all committee work to take a break and come back in January.

Tamborino agreed to postponing the next LC meeting until January and it's his understanding that they will then establish its function, create its structure and then it would move along on its own.

Responding to an audience question, Cichowicz advised that in early discussions, from a governance perspective, the board wanted a board co-chair with a non-board co-chair taking the lead on the committees with several other board members serving to ensure a strong board presence and having a strong community presence as well. He noted that a lot of these issues will be discussed at the December 10th board retreat.

After discussion, Zbikowski offered to chair the December 14th LC meeting.

*Sweet moved and Frazell seconded a motion to appoint Conrad Zbikowski as the temporary chair of the Livability Committee. Cichowicz called for discussion. The motion passed.*

## **VIII. Ward 3 Update**

After congratulating and welcoming the new board, Council Member Jacob Frey reported on:

- The fundraising effort for the Downtown East Commons is coming along well, the design is in place, and they're rallying for funding. The total capital costs range between \$15 and \$16 million but there are also soft costs associated with the project; they are looking for a buffer for operations and maintenance. Greening Downtown Minneapolis is the entity that will head up the operations and maintenance of the park. A consultant who has run Bryant Park in New York City (<http://bryantpark.org/>) has been temporarily hired and he has brought a wealth of information to the table.
- The relighting of the Pillsbury's Best Flour sign and the affordable, multi-building A-Mill Artist Lofts complex (<http://a-millartistlofts.com/>) that will obtain a small amount of hydroelectricity generated from the Mississippi River to feed its energy. Both the sign and the redeveloped structures are historic amenities.
- An RFP for 205 Park Avenue will probably be released in the next 4 months; he's happy to take input on what people would like to see on the parcel.
- Mortenson is moving ahead with its combination hotel, restaurant and office space development on the 800 Washington Avenue South Guthrie Theater Liner Parcel.

- The 3rd Avenue South redesign project coming in the ext couple years. It models the vision of former Mayor Sharon Sayles Belton’s Avenue of the Arts that didn’t come to fruition. However, they did install landscaped medians. Expected improvements include removing medians, expanding greenery on both sides, widening the sidewalks, and adding a protected bike lane for most of the length of downtown.
- The Nicollet Mall reconstruction project is underway.
- Proposed developments across the river include:
  - Alatus’ redevelopment of the Washburn McGreavy site; and
  - Mortenson’s mixed-use project at 333 East Hennepin Avenue currently the site of a U.S. Bank branch and a Papa John’s restaurant;
- To encourage members of his Ward to visit other neighborhoods, he recommended the audience to check out the Ritz Theater which has survived serious financial struggles (<http://www.theaterlatteda.com/>). Since that financial crisis, the RT’s main tenant, Theater Latté Da (<http://www.theaterlatteda.com/>), has come in and refurbished major portions of it and produced well attended events.
- Working very hard on facilitating a fully connected riverfront along the east side of the river.
- There are plans for green space for the North Loop neighborhood.

Frey then entertained questions from the audience, some of which included Zbikowski’s inquiry about pet relief areas in the new park. Frey advised there are no plans for specific dog relief areas in the park and he’ll continue to promote / support a dog relief area as part of the redevelopment of 205 Park Avenue. Zbikowski also asked whether there would be utility upgrades made as part of the Third Avenue reconstruction project. Frey advised that any time there is significant street reconstruction the goal is to combine it with below surface utility upgrades with new resurfacing.

Randy Manthey noted that he is presenting a letter of support to the board on behalf of the LUC later on the agenda to request that the City add dog relief areas in the new park. Manthey also inquired about the need to get a permit from the MPRB to take photos on the Stone Arch Bridge. Frey noted that there is an un-enforced ordinance and he doesn’t know how the MPRB could enforce it.

Lastly, Tamborino complemented Frey on how he handled the Working Families Agenda both at the DMNA’s annual meeting and what he has put out of his office.

## IX. Land Use Update

- *Overview of Proposed Changes to City’s Shelter Ordinance.* Bennett explained that 2nd Ward Council Member Cam Gordon was asked to present on this matter because he co-authored a proposal with 10th Ward CM Lisa Bender to amend the zoning ordinances that govern where homeless shelters can be located in Minneapolis.

Using a slide presentation, Gordon advised they are trying to meet the needs of the City for more shelter space. According to data obtained from Hennepin County Human Services, the median number of homeless people in Hennepin County each night over the last year was 2,156. Of that group, 296 were families (1,196 people), 902 single adults, and 59 were youth. Gordon then displayed a map created by CPED of the existing facilities throughout Minneapolis with overnight beds (reference his Overnight Shelters Zoning Code Text Amendment document dated November 2, 2015) and noted those facilities within the DMNA boundary.

To meet the growing need for more shelter space, since late 2014 they

- Created a steering committee comprised of shelter operators, nonprofit organizations, and the Office to End Homelessness;
- Conducted homeless shelter forums with homeless individuals to discuss conditions of the shelter, access to transit and services; and
- Conducted three community meetings.

Throughout the public process, they heard from some of the shelter operators and users that certain needs are not being met and a need for more culturally and gender-specific services.

This proposal is now coming forward to the City Council for approval. It is going before Planning and Zoning on December 11th. Within the proposed amendment, they created an additional category of shelters called “emergency shelters” to alleviate the concentration of shelters in certain parts of the city and to open it up to more areas as a lower-density accommodation. A map displayed where these emergency shelters could be located throughout the city.

They are also proposing that overnight shelters of principal use be allowed in more areas of the city, i.e., high commercial areas in downtown and in the industrial overlay districts currently allowing living. Both proposed amendments would require a conditional use permit.

Regarding overnight shelters of accessory use, the proposal would allow them to keep operating and be grandfathered in if they have lost their religious institution.

Gordon explained the difference between an emergency shelter and an overnight shelter and advised he is also working on a companion ordinance in their housing code because he wants emergency shelters to obtain a license through the health department. Thereafter, he entertained questions from the board and audience.

For more information, below are two links to the City’s staff reports prepared by Senior City Planner Shanna Sether regarding the proposed zoning code text amendment to allow for emergency and overnight shelters as a principal use in certain zoning districts:

<http://www.ci.minneapolis.mn.us/www/groups/public/@cped/documents/webcontent/wcms1p-149697.pdf>

<http://www.ci.minneapolis.mn.us/www/groups/public/@cped/documents/webcontent/wcms1p-150970.pdf>

- ***Consideration of Letter of Support for 903 Washington Avenue.*** Randy Manthey advised that the LUC is in the process of getting organized and has met two times. Headway has been made in establishing an approach to/protocol for working with the board. Keeping in mind the world of development is constantly turning, the LUC is trying to respond as quickly as possible during a developer's review process with the City. As a consequence, the LUC crafted a questionnaire to send to developers to fill out in advance of its presentation to the LUC meeting. For more detailed information about this project, view Board Members Only online documents under Land Use.

Manthey then presented a letter of support for the proposed 10-story, 136-room Stone Arch Hotel (<http://www.thestonearchhotel.com/>) to be erected on a triangle-shaped parking lot at 903 Washington Avenue South. The owner of the land, Mike Roess, is a local real estate developer who has done a lot of work in the Warehouse District. He is self funding this proposed boutique hotel.

The letter of support is asking that the project be respectful of the historical context of the Sanctuary building as well as to look for opportunities to connect to skyways if neighboring development occurs.

As this is the LUC's first letter of support, Manthey sought feedback on how much of a presentation is wanted by the board, i.e., should he submit a packet like that used at the Planning Commission versus when it's purely a consent item. Further, from a legal perspective, the only requirement of the land use application is that the developer sends a notification explaining the scope and nature of the project to the neighborhood and its councilmember. The neighborhood is under no obligation to offer any letters of support, but discussions have been had with developers and they seem to want them to take back to the Planning Commission. We as an organization need to determine to what degree we want to be a part of the City's development review process.

Discussion ensued regarding the need for a consistent framework to use moving forward through the process, and how projects are being advertised to the community to receive broader input. Also, Frazell requested that 9th Street be changed to 9th Avenue under the sixth and eleventh bullets within the letter. Thereafter,

*Tamborino moved and Frazell seconded a motion to approve the letter of support for the proposed 903 Washington Avenue project. Cichowicz called for discussion. The motion passed.*

- ***Consideration of Letter of Support for 101, 121 and 125 Washington Avenue North.*** Manthey presented a letter of support for the proposed renovation of this three-building project being purchased by Minneapolis-based Falcon Ridge Partners. Two of the buildings in the development will be converted into a multi-tenant office and restaurant space with Sex World remaining in a smaller format in the annex along 2nd Avenue North.

The goal of the LUC was to help turn this into a community-oriented development by supporting street activity created through large glass windows replacing storefront concrete walls, greening, and street lighting. For more information, view Board Members Only online



documents under Land Use.

*Collison moved and Sweet seconded a motion to approve the letter of support for 101, 125 and 129 Washington Avenue. Cichowicz called for discussion. The motion passed*

- **Consideration of Letter of Support for Addition of a Dog Relief Area in Downtown East Commons Park.** Manthey advised that the topic of dog relief areas continues to be a growing issue within the neighborhood. And since there was no mention of including DRAs in the Downtown East Commons at the October 14th presentation given at the Central Library, Manthey queried Mary Margaret Jones of Hargreaves; Tom Whitlock of Damon Farber Associates; Hilary Dvorak, the City's Principal Planner involved; Brian Schaffer, a Principal Planner at the City, and they all said there is no specific plan for DRAs in the DEC.

The City needs to get their arms around this issue and put in place a forward thinking strategy to create these spaces. The urgency for this letter is because the construction documents are being developed at this time and the window of opportunity to inject this into them is now. After a brief discussion,

*McCrea moved and Sweet seconded a motion to provide a letter of support for the addition of a dog relief area in the new Downtown East Commons Park.*

## **X. Election of Board Officers**

### **Chair**

*Sweet moved and McCrea seconded a motion to nominate Nick Cichowicz to the position of board chair. Cichowicz accepted the nomination.*

*Tamborino moved and Cichowicz seconded a motion to nominate himself to the position of board chair.*

Both Cichowicz and Tamborino summarized their reasons for running for board chair. Cichowicz wants to improve the transparency and openness of board decision making. What he's most excited about for 2016 is the opportunity to bring more people in from Downtown West and engage more people from Downtown East and for residents, workers and property owners to have a voice in the community. In his 3 years of service, he's been a voice of consensus and hopes to have that continue.

Tamborino, who has lived in the neighborhood since January of 2015, believes the board chair should be a resident of downtown and he would like the neighborhood group to focus on building participation from its residents. Thus far he has a short but proven track record by being instrumental in preventing the neighborhood organization from being divided in two, a violation of its own Bylaws.

Bennett then distributed and collected the ballots. The board selected Cichowicz as its new chair.

### **Vice Chair**

*Sweet moved and Collison seconded a motion to nominate Tamborino to the position of vice chair. Tamborino accepted the nomination. Cichowicz called for discussion. The motion passed.*

### **Secretary**

*McNeill moved and Frazell seconded a motion to nominate Sweet to the position of secretary. Sweet accepted the nomination. Cichowicz called for discussion. The motion passed.*

### **Treasurer**

*Sweet moved and McCrea seconded a motion to nominate McNeill to the position of treasurer. McNeill accepted the nomination. Cichowicz called for discussion. The motion passed*

## **XI. East Downtown Branding Initiative**

Collison provided a summary of the East Downtown Branding Initiative; it is a joint collaboration of the Minneapolis Downtown Council, East Downtown Council, Minneapolis CPED, the McKnight Foundation, and PadillaCRT. A study has been conducted to explore a district identity that would celebrate the Downtown East and Elliot Park neighborhoods which have a new centerpiece of a park and stadium, and more importantly, a thriving and holistic community that is worthy of being marketed regionally, nationally and internationally.

In this moment of investment beyond the billion dollar stadium and other emerging development in each neighborhood, there is sort of a non-cohesive feel between each neighborhood that merits exploration of district branding and promoting all that is happening in the area. As a result, the EDC has been reached the point where the EDC is committed to changing its name if an idea comes forward that can celebrate both the neighborhoods and create a sense of place that can be marketed.

Collison then proposed conducting a 15-minute presentation with PadillaCRT at the next DMNA board meeting to dig into this topic. The process is heading toward producing three ideas and full community engagement.

## **XII. Upcoming DMNA Meetings and Planning Sessions**

- The board financial orientation will take place on Monday, November 23rd, 5:30 p.m. at a location TBD.
- The board retreat / strategic planning session will take place on Thursday, December 10th, 5:00-9:00 at a location TBD. Rock Hantge has obtained one facilitator proposal thus far, and is hoping to get at least one more for the board to consider at the financial orientation on November 23rd.
- Since the December board meeting falls during the week of the Christmas holiday on Monday the 21st, consideration should be given to either keeping or moving the date. Bennett will Doodle poll the board on the best date for a December board meeting.
- The next Land Use Committee meeting is scheduled for December 2nd, 6:00 p.m., at Emanuel Housing.

- The next Livability Committee meeting is scheduled for December 14th, 6:00 p.m., at Open Book.

**XIII. Adjournment**

*Being no further business, Tamborino moved and McNeill seconded a motion to adjourn the meeting. Cichowicz called for discussion. The meeting adjourned at 8:25 p.m.*

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary