

## **DOWNTOWN MINNEAPOLIS NEIGHBORHOOD ASSOCIATION**

Minutes from the Board Meeting on Tuesday, January 17, 2017  
*Mill City Museum*  
704 South 2nd Street, 6th Floor ADM Conference Room  
Minneapolis, MN 55401

### **I. Call to Order and Introductions**

Chair Joe Tamburino called the Board meeting to order at 5:46 p.m.

Other Board members in attendance were:

Jennifer Bernhardt  
Kevin Frazell  
Stephanie Hill  
Pamela McCrea, Vice Chair  
Travis Nordgaard  
Tomek Rajtar  
Carletta Sweet, Secretary  
Dianne Walsh, Treasurer

Staff member Christie Rock Hantge was also present.

Guests in attendance included:

Gwen Campbell, People Serving People  
Dan Collison, East Town Business Partnership  
Tom Erickson, Boarman Kroos Vogel (BKV) Group  
Paul Glaser, HNTB Corporation  
Steven Hay, City of Minneapolis  
Robin Mooney, BKV Group  
Tom Novak, American Trio Lofts  
Christopher Palkowitsch, BKV Group

### **II. Consideration of the Agenda**

*Hill moved and McCrea seconded a motion to approve the agenda. Tamburino called for discussion. The motion passed.*

### **III. Consideration of the Consent Agenda**

*Sweet moved and Hill seconded a motion to approve the Board meeting minutes dated November 28, 2016; the November and December Neighborhood Coordinator / Finance Coordinator staff reports; the November and December financials; and the FY 2017 General Operating Budget. Tamburino called for discussion. The motion passed.*

### **IV. 8th Street Reconstruction Project**

Steven Hay, Transportation Planner at the City's Public Works Department, introduced himself as the Project Manager, and Paul Glaser from HNTB Corporation (<http://www.hntb.com/>) as one of the team of consultants (which also includes Alliant Engineering, Inc.) working with them on the

preliminary streetscape design. Hay explained the City will reconstruct 8th Street across the bulk of the downtown core from Hennepin Avenue to Chicago Avenue, a priority pedestrian and transit corridor (not a bicycle corridor), from building face to building face. The primary driving forces for undertaking this project are to:

- Improve the condition of the infrastructure for vehicles, transit, and pedestrians;
- Improve the safety and pedestrian realm by upgrading pedestrian infrastructure including lighting and landscaping; and
- Improve transit operations through the corridor through implementation of enhanced transit infrastructure at select locations.

Hay explained they are just figuring out construction staging which will occur in spring 2019 and continue throughout 2020 but utility relocation work will begin in late 2018. There has been a lot of public engagement with almost all of the building owners and property managers along the corridor and have had a series of open houses; now they are beginning to meet with neighborhood organizations. They are gathering all public input in order to bring a geometric layout before the City Council for approval by the end of February. Once approved, they will shift into the detailed design phase.

Glaser then reviewed the preliminary layout and streetscape design, including plantings and furnishings. A copy of the presentation is available on the DMNA's website at [8th Street Reconstruction PowerPoint presentation](#).

Thereafter, Hay and Glaser entertained questions from the audience. For more information, visit the City's website at <http://www.8thstreetproject.com/>.

## **V. Park and Portland Vision Study**

Former DMNA Board member Dan Collison introduced himself as Executive Director for East Town Business Partnership and Director of Partnerships for the Minneapolis Downtown Council, and explained East Town is another layer on the cake and many who recently served on the DMNA were aware of the multi-year conversation about elevating the identity of the neighborhoods and collaborating together to help provide a regional marketing sense of place for all things on the east side of downtown. One piece of the work related to land use, in partnership with the MDC, is studying the corridors that cross sect through multiple neighborhoods within East Town that are considered essential for residential growth. Due to Kraus-Anderson's full block, mixed-use project with a 17-story apartment building and Jim Stanton's 17-story Portland Tower condominiums, focus was initially on Portland Avenue. As more development occurs along Park Avenue (e.g., 1400 Park Avenue, 205 Park Avenue) it seemed appropriate to include this corridor in the vision study as well, thus the Park and Portland Vision Study, a BKV pro bono effort to, among other things, understand the Park and Portland corridors, expand and improve the public realm, and engage the neighborhoods within the study area. This is the first DMNA listening session and they will present again before its Land Use Committee on February 7th. After conducting these listening sessions with downtown stakeholders, they'd like to present their findings to DMNA's constituents.

Robin Mooney, Business Development Associate at BKV Group (<http://bkvgroup.com/>), thanked Collison for asking them to be a part of this study. They are a full-service architecture, interior design, and engineering firm who have the expertise needed for this opportunity. The most notable and closest projects they have worked on are Mill District City Apartments, Abiitan, and Mill City

Quarter and with their expertise they hope to continue to help grow and develop an incredibly activated community.

Christopher Palkowitsch, Senior Associate and Project Architect at BKV Group, advised a number of studies have occurred within Elliot Park and Downtown East and now East Town is this new piece they are looking at in a different way. Along with the MDC's *Intersections: Downtown 2025 Plan*, these studies have all come together and created the current vision study task they have undertaken. East Town is thriving with all the cranes up over the past several years and development is moving south providing an opportunity to update and implement previous plans which they have done through mapping and identification of opportunity sites with the goal toward aiding and generating interest of developers. Some of the overall goals are to increase residential development; study the Park and Portland corridors as connectors; expand and improve the public realm; create a website platform that shares what BKV Group and others have done (e.g., ESG's recently completed Portland Avenue Residential Corridor Public Realm Vision Study, City's East Downtown Public Realm Augmentation Study); identify a 10-year plan; and engage downtown stakeholders to work toward creating a better environment.

Tom Erickson explained the question they addressed was how to aid development, developers and businesses within the area, and orient them to East Town and the Park and Portland Avenue corridors. It began as a mapping study in which the area was broken into four character zones: (1) Mill District; (2) The Commons; (3) High Density; and (4) Medium Density. He described the existing land use, zoning, building height, circulation and transit, and opportunity site within each zone.

Thereafter, Collison and the BKV Group team entertained questions from the audience during which Mooney noted that Ben Shardlow of the Minneapolis Downtown Improvement District is a part of the team and they are well aware of the City's public realm guidelines. A copy of their presentation is available on the DMNA website at [Park and Portland Avenue Vision presentation](#).

## **VI. Financial Update**

### **A. People Serving People NRP Phase II Funding Request**

Gwen Campbell, Development Director from People Serving People, presented her request for NRP Phase II funding to help replace nine exterior security cameras. The existing cameras operate on an analog system. PSP would like to replace these cameras with new Axis networked cameras, featuring high-quality video images and functionalities such as remote operation, pan/tilt/zoom to capture a wider area of focus. The new cameras will help increase security at PSP and in the adjacent area, as well as provide better quality images for local law enforcement when requested. The total cost of the project is estimated to be over \$22,000. There are no other funding partners at this time. The DMNA's contribution will allow PSP to replace half of the existing exterior cameras, while searching for other funding sources.

After some discussion regarding the number of cameras, the total budget and whether to make the DMNA contribution contingent on securing additional funding to meet the total project cost,

*McCrea moved and Frazell seconded a motion to approve the \$10,000 NRP Phase II funding request from People Serving People to purchase new security cameras. Tamburino called for discussion. The motion passed with Sweet opposing clarifying she would prefer it be contingent on their securing/leveraging funds secured from other stakeholders in the community.*

## **B. Consideration of NRP Phase II Plan Modification**

Rock Hantge explained in order to fund the People Serving People contribution from the NRP Phase II Crime and Safety strategy, the DMNA Board needs to approve a plan modification to reallocate monies from the NRP Phase II Housing Opportunities Fund.

*Nordgaard moved and McCrea seconded a motion to approve a plan modification moving \$5,700 from the NRP Phase II Housing Opportunities Fund to the NRP Phase II Crime and Safety Nuisance Crime Reduction strategy. Tamburino called for discussion. The motion passed.*

## **C. Consideration of Fiscal Sponsorship Agreement with Friends of the Skyway Commons Pocket Park**

Rock Hantge explained she met today with Brenda Hoppe, Minneapolis Skyway Commons Pocket Park and a trainer for the NCR Department to discuss the status of the project and what they are seeking from the DMNA. She believes we will reach an agreement but we're not there yet. The proposed site is owned by MnDOT and the intent they would not continue to own it once the park is built and since the DMNA would not own the property, they need to come to an agreement with the Minneapolis Park and Recreation Board to assume ownership of the site while the Minneapolis DID would manage and maintain it as in the case of The Commons.

Until these matters are resolved, this item was tabled until more information is available.

## **VII. Land Use Committee Report**

Kevin Frazell reported on the following three LUC meetings:

### **A. December 6, 2016**

- YMCA sign variance applications
- Randle's Class B liquor license application
- Metro Transit Orange Line presentation
- 800 Washington Avenue South update
- 205 Park Avenue South update
- Samatar Crossing update

### **B. December 20, 2016**

This was a special meeting to review updates to the 205 Park Avenue streetscape / site greening plan. The DMNA provided a letter to Shane LaFave at Sherman Associates, indicating that the project team presented an updated conceptual site greening plan to the Land Use Committee. The letter was also submitted to City staff and Council Member Frey's office ([DMNA letter dated 12/28/2016 to Shane LaFave regarding 205 Park Avenue Greening Plan](#)).

### **C. January 3, 2017**

- CSM Corporation's Depot Minneapolis expansion project

- Upstairs Circus' Class E liquor license application
- Byte's Class B liquor license application
- Metro Transit C line presentation

Hill added that the LUC expressed a strong plea for more guidance/definition from the DMNA on what its role should be. Tamburino advised the Board worked on a description and recommended adding it to next Board meeting's agenda.

McCrea then raised issues related to possible violation of Open Meeting Laws; she did not attend the last LUC meeting because it would have more than half the Board in attendance. Tamburino referenced Minnesota Statute 13D.01 (<https://www.revisor.mn.gov/statutes/?id=13D.01>) and asked to be put in touch with the City for clarification.

## VIII. Old, New or Other Business

- A. Consideration of Grievance Policy.** Rock Hantge reviewed the draft Grievance Policy ([DMNA Grievance Policy](#)) and explained that the basics of it came from examples provided by Robert Thompson, the DMNA's NCR Specialist at the City of Minneapolis. Sweet noted that under #2 it should read Board Chair instead of Board President.

*Sweet moved and Bernhardt seconded a motion to approve the draft Grievance Policy as amended. Tamburino called for discussion. The motion passed.*

- B. Crime and Safety Public Forum Update.** Tamburino reviewed his outline for the Crime and Safety Public Forum scheduled for March 20th, 5:30 p.m., at the New Century Theatre. He has met with Tom Hoch of the Hennepin Theater Trust who is hosting the meeting; Reneé Allen, Crime Prevention Specialist for the 1st Precinct; Lieutenant Christopher House of the 1st Precinct; and Shane Zahn, Executive Team Leader Assets Protection at Target. Tamburino would like to give the community exposure to what the public safety issues are (e.g., prevalence of guns, youth unemployment, 1st Precinct staffing issues, surface parking lots, public cameras) in Downtown West, specifically from Nicollet Mall to 1st Avenue and North 3rd Street to Peavey Plaza.

Tamburino will serve as the moderator for a guest panel to potentially include those mentioned above plus potentially MDC President and CEO Steve Cramer, a representative from the Mayor Hodges' office and 3rd Ward Council Member Frey's office, and some solution-based service providers (possibly Restorative Justice Community Action?). He welcomes additional suggestions as to who should be invited.

Hill requested that the event not be tied into the mayoral race. Tamburino guaranteed that the purpose of the forum is to provide information and facts to the public about crime in the downtown community and those behaving to the contrary would be shut down. He and Rock Hantge will secure presenters and start promoting the event; more information to come.

Since this forum would occur on the regularly scheduled Board meeting date, it was recommended to move the Board meeting to the following Monday on March 27, 2017. Rock Hantge will send out a "save the date" notification to the membership. McCrea and Tamburino will contact the Mill City Times to help spread the word.

**C. Minneapolis Downtown Council Annual Meeting.** Rock Hantge will prepare a Doodle poll to find out which DMNA Board members would like to attend this event on Thursday, February 9, 2017 at the Minneapolis Convention Center. Once she knows who plans to attend, she will register them online.

**IX. Consideration of Exploratory Committee to Hire FTE Executive Director**

Tamburino explained his interest and reasoning for establishing a committee to explore / research the possibility of hiring a full-time executive director (reference his suggested duties document on the DMNA’s Website under Board Members Only).

*McCrea moved and Frazell seconded a motion to establish a committee to explore the possibility of hiring a full-time executive director. Tamburino called for discussion. The motion passed.*

Tamburino then suggested the committee be made up of four Board members.

*Bernhardt moved and Frazell seconded the motion to establish the committee with four Board members. Tamburino called for discussion. The motion passed.*

Jen Bernhardt, Kevin Frazell, Pam McCrea, and Travis Nordgaard expressed an interest in sitting on the committee.

*Sweet moved and Rajtar seconded a motion to approve having Bernhardt, Frazell, McCrea, and Nordgaard serve on the committee to explore the possibility of hiring a full-time executive director. Tamburino called for discussion. The motion passed.*

This committee was then tasked with establishing its duties to be presented at the February 27, 2017 Board meeting. McCrea suggested a timeline of 12 to 18 months to make a recommendation.

**X. Downtown Partnerships Update**

For a complete listing of the organizations and committees in which the DMNA is engaged, please reference the Outreach and Collaboration Chart prepared by Sweet included in the January 2017 Board materials on the DMNA’s Website under Board Members Only.

**XI. Adjournment**

There being no further business,

*Sweet moved and Frazell seconded a motion to adjourn the meeting. Tamburino called for discussion. The meeting adjourned at 7:53 p.m.*

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary