

DOWNTOWN MINNEAPOLIS NEIGHBORHOOD ASSOCIATION

Minutes from the Board Meeting on Monday, January 28, 2019
Mill City Museum Mill Ruins Building
710 South 2nd Street, 6th Floor ADM Conference Room

I. Call to Order and Introductions

Chair Joe Tamburino called the Board meeting to order at 5:45 p.m.

Other Board members in attendance were:

Max Erickson
Kevin Frazell
Stephanie Hill
Pam McCrea, Vice Chair
Tomek Rajtar
Joey Senkyr
Carletta Sweet, Secretary
Dianne Walsh, Treasurer

Staff member Christie Rock Hantge was also present.

Guests in attendance included:

Michael Abata, The Legacy Condominiums
Alison Gordon, RiverWest Condominiums
Stacy Kiven, University of Minnesota
Dale White, RiverWest Condominiums

II. Consideration of Agenda

Rajtar moved and Frazell seconded a motion to approve the Board meeting agenda as submitted. Tamburino called for discussion. The motion passed.

III. Consideration of Consent Agenda

Dianne Walsh reviewed the financial documents and found no issues.

Sweet moved and Erickson seconded a motion to approve the consent agenda which included the Board meeting minutes dated November 19, 2018 and December 11, 2019; the F2018 Budget vs. Actual for the period ending November 30, 2018 and December 31, 2018; the Neighborhood Coordinator / Finance Coordinator staff report for November 2018 (Invoice #047) and December 2018 (Invoice #048), all of which was made available online for advance review. Tamburino called for discussion. The motion passed.

IV. Neighborhood and Community Engagement Commission

Nick Cichowicz, NCEC Chair and Commissioner for District 5, thanked the DMNA for inviting him and, for those unfamiliar, advised he served on its Board from 2012-2016, the latter two of which he served as its Chair. Then he gave a brief overview of the NCEC which was adopted by the City of Minneapolis with advisory responsibilities to the Mayor, City Council, and City departments on community participation policies and processes; it replaced the Neighborhood Revitalization Program in 2011 (<http://www.minneapolismn.gov/www/groups/public/@ncr/documents/webcontent/wcmsp-184100.pdf>).

Next, he summarized the presentations he gave before the DMNA this past year:

- At its March 19, 2018 meeting, he gave an overview of Neighborhoods 2020 (<http://www.ci.minneapolis.mn.us/ncr/2020>), a roadmap to developing a brand new neighborhood

system by 2020 with recommendations on how Minneapolis neighborhood organizations could be funded in the future. This document was in response to a City Council request for recommendations for future funding.

- At its September 17, 2018 meeting, he gave an overview of the three Work Groups established to help shape the future of neighborhood programming and funding, governance and engagement policies: (1) Program Guidelines, Funding and Implementation; (2) Governance Advisory Structure for Neighborhood and Community Engagement; and (3) Citywide Community Engagement Policy. Cichowicz served on Work Group 2, and each group came up with recommendations, a process which took almost 5 months.

Cichowicz has now returned to advise the Board what has taken place since his September visit and what is expected going forward. The Neighborhood & Community Relations Department has now synthesized the Work Groups' recommendations into one document which he hasn't yet had time to review (<http://www.minneapolismn.gov/www/groups/public/@ncr/documents/policydocument/wcmssp-216785.pdf>), but encouraged everyone to read and follow up with comments to Ward 5 Council Member Steve Fletcher and NCR (<http://www.ci.minneapolis.mn.us/ncr/staff>), either on behalf of the DMNA or individually, as it will guide the process going forward. The 45-day comment period begins today, January 28th, and runs through March 31st (<https://content.govdelivery.com/accounts/MPLS/bulletins/22b620f>).

Since the Work Groups thought their recommendations would make it directly to the City Council, for the past 2 weeks they have been reacting to this synthesized document; however, the direct language from their recommendations is expected to make it to the City Council as an addendum to the new citywide document.

The NCEC has begun evaluating the Work Groups' recommendations as well as the synthesized/new citywide document and hope to have them amended and approved by the middle of February.

Cichowicz highlighted some of the recommendations which included: a base level of programmatic funding of \$10 million per year; a pooled services model; opt-in neighborhood organization funding allocated toward base, impact and discretionary purposes; community-based organization (CBO) funding to address City-identified priorities; and Neighborhood Revitalization Program funding for organizations with remaining NRP funds in order to align them with the vision and goals of Neighborhoods 2020.

Cichowicz then entertained questions from the Board during which he advised concern has been expressed by NCEC Commissioners sharing this pot of money (i.e., \$10 million) with non-neighborhood organizations; there is political pressure for it to be a less competitive and more collaborative process.

Clarifying whether the DMNA could issue a Request for Proposal, Hantge advised, based on conversations she's had with Bob Cooper, Manager of Finance at the City, the DMNA cannot appear to be a grant making organization or it could jeopardize its 501(c)(3) status and public funding. However, the DMNA could develop a letter outlining the goals and priorities it's trying to achieve with its NRP Housing funds and send them to specific nonprofits.

Cichowicz believes the City doesn't like using terms describing them as a grantor or using a grant process. It would be more accurate to say the City is granting these funds and acting as the funder, but it's not the current language it wishes for them to use.

Cichowicz concurred with Frazell that the \$10 million annual appropriation would be a significant increase and the DMNA might end up getting the same "entitlement" amount and then all kinds of new funding streams for which to compete, and added what we don't know, apart from running some tests,

is if the \$10 million were to change how it would impact the funding. With this program, there is nothing on the table to deal with the unspent funds, but you can't say what a new City Council may do in the future. For the time being, any unspent funds are still available for use.

All funding will be allocated through the City Council, but it's up in the air as to whether it will go through the NCR; however, since the City Council won't have anything to do with the work of the neighborhoods, the NCR will continue to fulfill a similar role. Based on what he's read, Cichowicz believes competitive funding will be based around buckets of topics, not geography; it's a good discussion to have in terms of neighborhood feedback.

Then he announced the annual Community Connections Conference on Saturday, February 2nd (<http://www.minneapolismn.gov/ncr/CommunityConnectionsConference>). It's a great opportunity to come together with other community members – the vast majority of which are from cultural communities and nonprofits – and attend workshops on a variety of topics. There will be a lot of discussion, broad and specific, about Neighborhoods 2020.

Lastly, he advised the 16-member NCEC is the current governance structure for engaging and advocating for the neighborhoods and community in their deliberations with the City, but as a result of Work Group 2's recommendations, there will be a new governance structure on which we may want to serve. He stressed the importance of having a governance body advocating for neighborhood associations and residents, and keeping track of different programs and funding opportunities as these grassroots efforts add value not only to the work of the neighborhoods but its staff as well.

V. State of the Downtown Forest

While using a slide presentation (<https://www.thedmna.org/wp-content/uploads/2019/01/2019-1-28-DMNA-Greening-Lab-Update-small.pdf>), Beth Shogren, Executive Director of Green Minneapolis, provided an update on the Downtown Forest/Greening Lab project (<http://www.greenminneapolis.org/projects/greening-lab/>) since her last presentation in March 2018. This was their second year of supporting the downtown forest through the work of an intern assessing and monitoring all downtown street trees in the Downtown Improvement District boundary and parts of the DMNA boundary.

They discovered establishment of new trees by expending the time, energy and effort to water, is more important than planting additional trees and the tree planting details have changed. Over the years the City has planted them in tree grates on the sidewalks, now they are eliminating tree grates which allows for additional plantings. The Minneapolis Park and Recreation Board, which is responsible for the maintenance and care of all City-owned trees, planted 6,500 in 2018 and are working to diversify the urban forest in response to Emerald Ash Borer infestation.

The Greening Lab (<https://www.mplsdid.com/greeninglab>) is a partnership between the Minneapolis Downtown Improvement District, MPRB, and GM established to improve the downtown forest; it receives additional funding from the DMNA and Mississippi Watershed Management Organization. Then Shogren provided an overview of the Supplemental Tree Water Project implemented to support the watering of trees through its establishment period, i.e., according the MPRB, during its first summer, and the real-time tracking system, but there was an incredible die-off that occurred due to a harsh 2017 winter and an early spring thaw. Because our climate is becoming more variable and unpredictable is why GL's work to support the resiliency of trees is so important.

Shogren discussed the Tree-riage Program, Tree Tag Program, and scope of work for 2019. Coincident to GL's goals for 2019, the MPRB recently funded a forestry outreach position in its 2019 Budget (<https://www.minneapolisiparks.org/wp-content/uploads/2019/01/2019-Annual-Budget.pdf>) to proactively manage the tree canopy in downtown.

Lastly, Shogren thanked the DMNA for its prior support; she will come back in the near future to make

a request to support the Supplemental Tree Watering Program.

Thereafter, she entertained questions from the Board during which she advised much of their progress is attributable to their community partnerships with, e.g., the former Superintendent [Jayne Miller] and are hopeful about the new Superintendent Alfred Bangoura; Ralph Sievert, Director of Forestry at MPRB (<https://www.linkedin.com/in/sievert-ralph-8678379>); Jeremy Barrick, Assistant Superintendent of Environmental Stewardship at MPRB (<https://www.linkedin.com/in/jeremy-barrick-70993323>) who completed the Million Trees campaign in Manhattan (<https://www.milliontreesnyc.org/>).

VI. Mill City Farmers Market

After distributing a 2-sided color document titled *Educational & Food Access Programming Impacts in 2018* and a 2-sided document titled *Sponsorship Agreement*, Brenda Langton, chef, restaurateur and founder of the Mill City Farmers Market, commented on days like today they're busy accepting applications for the 2019 outdoor market. They rarely take on new vendors because many of the previous years' vendors are happy and want to return.

This past Saturday she was at the Winter Market (<https://millcityfarmersmarket.org/event/indoor-winter-market-1-26/>) which was terrific with about 1,500 in attendance. Commerce is critical for vendors and farmers during this season to help them make it through the winter; they still had fresh produce and meats available. While there they sampled from the Power of Produce (<https://millcityfarmersmarket.org/learn/power-of-produce-pop/>) program where children earn a \$2 market token that can be used to purchase produce at the market, and the kids danced to music provided by Mary DuShane on the fiddle, who was accompanied by a gourd-tapping drummer. Music has brought so much vitality to the market.

Langton believes their mission is to get and keep our people and community healthy by building a local, sustainable and organic food economy, cooking classes, educational programming and events. Music, which runs from 10 a.m. to 1 p.m., helps to set the tone and increases sales.

This year the Greens for Good (<https://millcityfarmersmarket.org/learn/greens-for-good/>) program donor Delta Dental increased its contribution by \$5,000 allowing MCFM to pay the farmers who donated the produce \$1 a pound. They will be asking DD an additional \$5,000 on top of its \$10,000 to continue the program.

They work really hard to have a diverse mix of vendors and are considered leaders in providing unique opportunities for farmers via the Farmer Grant Program.

After receiving accolades from Board members about the value the MCFM brings to the community, Tamburino commented the only thing missing are water bottles; no one's selling water. Langton advised they provide water at the Information booth in free throw away cups, but because they are zero waste, it's a big question about what they can do.

McCrea led a brief discussion about distributing reusable water bottles at the market on a few different Saturdays over the season with an insert promoting the work of the DMNA. The water bottles could have the DMNA as well as the MCFM logo on them. McCrea and Rock Hantge will work with Langton and Market Director Martha Archer to come up with some options, as well as get an estimate for the cost of the printed insert.

Lastly, Langton made her official request for sponsorship of the MCFM 2019 season in the amount of \$10,000. Thereafter,

Hill moved and Tamburino seconded a motion to sponsor the MCFM 2019 season in the amount of \$10,000. Tamburino called for discussion. The motion passed.

VII. Land Use Committee Report

Frazell reported on the following projects presented at the January 8th LUC meetings and, stemming therefrom, the recommended letters of support:

- A. **830 Hennepin Avenue.** Manie Petamar (<https://www.linkedin.com/in/manie-petamar-a9450082>) presented an application for a Permanent Expansion of their On-Sale Liquor with Sunday Sales, General Entertainment License for The Saloon (<http://www.saloonmn.com/>), adding 40 square feet to their existing sidewalk café. Petamar explained she presented at the Economic Development and Regulatory Services Committee earlier in the day and the application was approved. Because the application was already approved by the City, no action was required by the LUC.

Walsh recommended engaging with Petamar in consideration of her as a prospective Board member.

- B. **314 1st Avenue North.** Matthew Kruntorad, Principal at MSR Design (<https://msrdesign.com/team/#matt-kruntorad>), presented the application for Certificate of Appropriateness to allow fire escape and window/door opening modifications and new balconies on the Kingman Building, a contributing building in the historic Warehouse District. The primary use of the building has been storage, but the plan is to convert the upper levels to office space. The ground floor proposal is for retail or a restaurant. Kruntorad explained the owners previously applied and received approval but did not complete the work, therefore the application expired. He reviewed architectural drawings that showed the placement of the new fire escape and the improvements to the windows.

The LUC recommended approval of the Certificate of Appropriateness application for 314 1st Avenue North (<https://www.thedmna.org/wp-content/uploads/2019/01/DMNA-Letter-of-Support-314-1st-Avenue-North-Certificate-of-Appropriateness.pdf>).

- C. **708 South 3rd Street.** Adam Herbranson, General Manager and *Chief Enthusiast* of the Canopy Hotel, presented the On-Sale Liquor License and General Entertainment License application, and reviewed the Canopy Hotel's business plan, including the alcohol server training plan, hours of operation, security plan, and community impact plan. He also described the design and feel of the hotel; it will be a natural extension of the neighborhood with local food, drink and culture. Finally, he reviewed the types of special events that the hotel might host such as weddings, birthday parties, and events connected to larger events like the NCAA Final 4. A few committee members expressed concern about noise due to the proximity of the hotel to adjacent residential buildings. Herbranson stated there is no plan for outdoor space and that all events will take place inside the hotel.

The LUC recommended approval of the license application for the Canopy Hotel (<https://www.thedmna.org/wp-content/uploads/2019/01/DMNA-Letter-of-Support-Canopy-Hotel-at-Thresher-Square.pdf>).

- D. **700 South 4th Street.** Joseph Peris, Development Manager at Ryan Companies (<https://www.linkedin.com/in/josephperis>), presented this residential project on the Liner Parcel adjacent to the Mills Fleet Farm Ramp overlooking The Commons before the LUC on two occasions: November 13, 2018; and on January 8, 2019. The project is the final phase of Ryan Companies Downtown East Phase 5 Block 1 redevelopment plan. It is a 25-story, 345-unit residential building with 120 parking stalls and over 250 bike parking stalls. The site is ideally located near U.S. Bank Stadium's LRT Station and the city's trail system, which should give residents the option to not have a vehicle.

Peris also reviewed the site plan and architectural drawings. The design is an intentional blend of modern and traditional and will have great views of the downtown skyline, the Mill District, and the river. The tower includes a mix of units including micro, studio, one- and two-bedroom apartments and penthouses. Amenities include a rooftop pool deck, pet exercise area, bike kitchen and lockers, and multiple outdoor amenity areas. The building will connect to the city's skyway system.

Peris indicated they updated the exterior design since their first presentation to the LUC and, based on the committee's strong recommendation, scaled back the cap of the building. In addition, they hired a lighting consultant to create a lighting plan. He also noted the landscaping plan was just preliminary and that there are more details to come and will come back to the LUC to show the final drawings.

Peris concluded his presentation by noting Ryan Companies submitted the land use application associated with this project to the City in December and it included a CUP for Phase 5 of a PUD, a Site Plan Review, and a Site Subdivision. They anticipate presenting to the Planning Commission in February and hope to start construction in mid-2019.

The committee has a strong interest in the public realm and wants to see the developer meet or exceed the guidelines established in the Downtown Public Realm Framework. The committee also suggested doing something to conceal the pet exercise area from the street view to make it look less obvious. The committee discouraged the use of benches in the public realm, due to the fact that skateboarders seem to do a lot of damage to them.

After some questions and discussion, the LUC recommended providing a letter of support for this proposed residential development at 700 South 4th Street (<https://www.thedmna.org/wp-content/uploads/2019/01/DMNA-Board-letter-of-support-Ryan-Companies-700-S-4th-Street.pdf>).

Frazell moved and Sweet seconded a motion to approve the above-mentioned letters of support. Tamburino called for discussion. The motion passed.

E. Land Use Committee Goals and Process. Frazell reviewed the 1-page Goals and Processes document the LUC approved (<https://www.thedmna.org/wp-content/uploads/2019/01/LUC-goals-11-13-18-1-1.pdf>); it provides a cohesive framework and prism through which to review projects. The last bullet point the LUC will spend more time on developing in the future, i.e., on existing circumstances where a developer doesn't come to present but we ourselves recognize as an opportunity for development and apply the same criteria to reviewing those.

McCrea moved and Tamburino seconded a motion to approve the LUC Goals and Processes. Tamburino called for discussion. The motion passed.

The next Land Use Committee meeting is Tuesday, February 5, 2019, at the Mill City Museum.

VIII. Old / New / Other Business

A. FY2019 Budget. After Tamburino and Hantge gave a brief explanation of this document, which has been available for review on the Board Members Only page since the December 11th Work Session,

Sweet moved and McCrea seconded a motion to approve the FY2019 Budget. Tamburino called for discussion. The motion passed.

- B. Neighborhoods 2020.** Tamburino recommended reviewing the documents Hantge forwarded via email and encouraged Board members to attend the annual Community Connections Conference on Saturday, February 2nd (<http://www.minneapolismn.gov/ncr/CommunityConnectionsConference>). Both he and Frazell plan to attend and then tentatively at the February Board meeting both Bob Cooper and NCR Policy Specialist Stephen Gallagher will come and discuss it further.
- C. Gold Medal Park.** Hantge provided a summary of her conversation about crime and safety issues at GMP she had with long-serving Ward 7 Council Member Lisa Goodman who spearheaded the City securing the 50-year lease with GMP.
- Hantge, who shared this information with Tamburino, advised she was told the MPD is responsible for patrolling the park, but not to expect much action being taken by the GMP Conservancy; call 911 or 311 if suspicious activity is observed. Nevertheless, some members on the Board expressed frustration over the situation and felt owed a logical face-to-face dialogue with appropriate private and public stakeholders with authority (e.g., CM Steve Fletcher) about how to work together to manage this important asset of the neighborhood. Tamburino will follow up with CM Goodman and report back at the February Board meeting.
- D. 2019 Goals and Priorities.** Walsh advised she and Hantge exchanged emails concerning how to proceed on outreach and Hantge subsequently followed up with Bob Cooper who advised the DMNA could not perform granting. However, to make what they want to do work, i.e., housing and safety, he recommended targeting the unique needs of the Downtown East/West neighborhoods as in the case with updating the security cameras at People Serving People. Walsh believes the best way to pursue this activity is to construct a letter and run it by Cooper to ensure it is consistent with what's possible and reach out to those we're targeting. Since she'll be gone for 2 months, Walsh is hoping to get Cooper to come in and work with us in more detail by April 2019. It would be great to have more than one concept in mind as we put these proposals together as well as a list of programs and activities of not-for-profits in the DMNA area.
- E. Next Board Meeting Date.** After a brief discussion, the Board landed on Monday, March 25, 2019.

IX. DMNA Outreach and Collaboration

- **Minneapolis Downtown Council Annual Meeting.** Hantge advised this event is scheduled for Wednesday, February 13th, 11:30 a.m. to 1:30 p.m., at the Armory. She inquired whether anyone wanted to attend to which Frazell, Hill, McCrea and Rajtar expressed an interest. Hantge will register the aforementioned Board members and cautioned them any no-shows would be required to reimburse the Board. Tamburino will be attending on behalf of his law firm, Caplan & Tamburino, and Sweet will be attending on behalf of the East Town Business Partnership.
- **Other Updates.** 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 2019 Board materials on the DMNA's website.

X. Adjournment

There being no further business,

Sweet moved and Hill seconded a motion to adjourn the meeting. Tamburino called for discussion. The meeting adjourned at 8:00 p.m.

Signed this _____ day of _____, 2019.

Chair

Secretary