

Northside Greenway Council Meeting Notes
Tuesday, March 3, 2015, 6:00 – 7:30 PM
North Regional Library

Attendees: Daniel L. Maddox (North Minneapolis Bicycle Advocacy Council (NMBAC)), Harry Maddox (NOC, NMBAC), Nate Pentz (NMBAC), Sarah Stewart (Minneapolis Health Department (MHD)); Georgianna Yantos (resident); Alexis Pennie (NMBAC); Alicia Holder (NMAC); Darrow Jones (Venture North); Will Lumpkins (NMBAC, Northside Residents Redevelopment Council); Cathy Spann (Jordan Area Community Council); Charles English (Ward 5 office representative); Tina Whittaker (Webber-Camden resident); Ebony Adedayo (Alliance for Metropolitan Stability); David Kang (independent consultant); Anthony Johnson (MHD), Bill Fellows (Minneapolis Public Works)

1. Introductions (Alicia Holder)

- Everyone in attendance introduced themselves at the meeting stating their name, who/what you're representing, existing priorities, what you can bring to the table, how can you contribute to reaching our goals?, How do you see yourself/your organization/ your neighbors being involved in this?, what are your lingering questions or concerns?

2. Outreach applications update and help needed

- Sarah and Ebony gave an overview of the engagement funding opportunities that are currently out. A brief outline of the funding opportunities and timelines is available at the end of these notes; all are also available online
here: http://www.metrostability.org/news/article.php?sid=Announcing_Two_Funding_Opportunities
- The three funding opportunities are intended to ensure that culturally diverse communities' voices are heard in the project. We want to make sure the host organization microgrants and community connectors reflect the representation of the communities in which we are trying to target.
- The community connectors will work to engage specific communities; the goal is to contract with individuals who have meaningful ties in the community. The host organization will administer the community connector program. is to use their relationships to help fill gaps in previous year's engagement. The connectors will be individuals who get a stipend of approximately \$2,500. The host organization will receive \$25,000 to administer the program and provide stipends to connectors.
- Community organizations can also apply for microgrants of up to \$10,000; organizations must be a nonprofit OR must work with a nonprofit fiscal agent.
- An information session for all three opportunities will be held at North Commons Park: on March 4, 3:30-5:00 p.m.
- The review process will be similar to last year, when we put together a team of community review members who were able to weigh the merits of the proposals and make decisions about

funding. We value the relationships of people who are involved in the community. We are looking for people who are willing to volunteer their time to sit on the microgrant and community connectors review committees.

- If you know people outside of this group, it would be great for people who are not coming to the meetings regularly but can participate to make a shorter time commitment.
- The review process will address conflicts of interest; all committee members will be asked to complete a conflict of interest form before the review meeting. Review committee members will not review applications for which they have conflicts of interest and they will leave the room while those applications are discussed.
- Ebony asked if anyone was interested with sitting on the committee and reviewing the grants (Darrow volunteered; Will volunteered; Alicia Volunteered; Nate volunteered; Harry Volunteered; Daniel volunteered)
- Alicia asked members to help reach out to organizations to make sure they know about the funding opportunity; the group reviewed a list of organizations (see first attachment) and volunteered to reach out to groups.

3. North First event/identifying spokespeople (Alexis Pennie)

- Alexis asked if the Northside Greenway Council should be represented at the next North First event, which is focused on health equity. The event will take place on Tuesday, April 28 at Emerge from 6-8 PM. Tabling is also an option. Deadline for applying is Monday March 9 by midnight; notified by Friday March 13. Looking for presentations/performances/etc. 3 minute presentations. NMBAC is interested in speaking about biking and health equity generally.
- The group decided that NMBAC will do a general presentation; NGC will do a second presentation and be represented by Darrow and Alexis. NGC has not taken a position on the greenway so we want it to be balanced, neutral, provide accurate information. We want to focus on welcoming more people in the conversation. Alicia will table. Alexis will submit the proposal. Neighborhood orgs will be represented as well.
- NCG is also looking for people to be designated spokespersons for the project – no experience is required to be a spokesperson. Spokespeople will be available to represent the project at community meetings (like North First), in media, and other opportunities to speak about the project. They will receive some training and will also be given a copy of the key messages to use when they talk about the project. Daniel, Darrow, Will, and Alicia, are all interested in being spokespersons.

4. Discussion of draft bylaws (Alexis Pennie)

- The group discussed some draft bylaws that have been developed over the last several months (see second attachment).
- Alexis reviewed the bylaw sections and then asked if the group was interested in adopting the bylaws at this meeting.

- The group decided not to adopt the bylaws at this meeting and to dedicated significant time to discussing them at the next meeting; we will also consider electing officers at the next meeting.
 - People need more time to understand what they mean and how they apply. It is a serious process – bylaws and officers should not be a rushed process.
 - Committee members should be notified well in advance that bylaws will be discussed so they can be sure to attend the meeting and review them beforehand
 - We should also have job descriptions for leadership positions prior to electing officers so that people can understand the positions and what is required.
 - The group discussed putting the bylaws on google docs as a way for people to work on them but decided not to do this; not everyone is comfortable using google docs, and an in-person discussion of bylaws will be important.

Upcoming meetings:

- Outreach and Communications Subcommittee (second Mondays)*: 3/9/15, 1:30-3:00, Sumner Library
- Technical Subcommittee (second Wednesdays)*: 3/11/15, 9:00-10:00, City of Lakes, 309 2nd Ave S (location tentative)
- Northside Greenway Council (first Tuesdays): 4/37/15, 6:00-7:30 PM, North Regional Library

**Meeting dates, locations and times may change based on the availability of members who are interested in participating. All members will be notified of changes with a minimum of a 24-hour notice.*

Northside Greenway 2015 Funding Timeline

| Application name | Community Connector Host Organization | Community Connector (stipended positions) | Engagement Microgrants |
|-----------------------------|--|--|--|
| Who can apply | Organizations (one will be selected) | Individuals (six will be selected) | Organizations (8+ organizations will be selected) |
| Scope of work | Administer community connector program, including providing oversight, support, and stipends to the six community connectors | Gather input and general feedback around the proposed greenway project in the following demographic groups in north Minneapolis: African and African Americans, Asian American and Pacific Islanders, Latinos, Native Americans, People who do not speak English as a first language, other cultural communities, people with limited or no access to a vehicle, and people with disabilities. | Share information and gather input from the following specific target groups of north Minneapolis residents along the proposed greenway. Engagement will be focused on gathering qualitative input and facilitating conversations among residents. |
| Timeline for work | April – August | May-August | May-August/Sept (groups not required to work the entire time) |
| \$ available | \$25,000 for one organization | \$2,550 stipend for 6 individuals | Grants up to \$10,000; \$51,000 total available |
| Information session | March 4, 3:30-5:00, North Commons Park | | |
| Application deadline | March 16 | March 27 | March 27 |
| Selection process | March 17-23 | March 30 – April 8 | March 30-4/11 (review session tentatively scheduled for 4/11 from 1-5) |
| Interviews | N/A | April 9-April 14 | N/A |
| Final decisions made | March 24 | April 20 | April 20 |
| Contracts begin | Early April | May 4 | Early May |

Attachment 1: Application outreach
(updated to include ideas from Outreach Subcommittee meeting on 3/9/15)

| Greenway Application Outreach | | |
|---|---------------------------------|-----------------------------------|
| Organization | Contact Person | Who will reach out to them |
| Seniors | | |
| Minneapolis Highrise Residents Council | Barb Harris | Sarah |
| | | |
| Youth | | |
| YMCA | Charie Gill | Ebony |
| North High School | Kowanna Powell-Anderson | Darrow |
| Boys and Girls Club | Albert Greene | Cathy |
| Hospitality House | T Foster | |
| Venture North | Pastor Kelly | Darrow |
| JUXTA | Kristin Martin | Ebony |
| Minneapolis Peace Collaborative/Urban Youth Conservation | Ferome Brown | Alexis |
| Plymouth Youth Center | Anne Long | Cathy |
| Hmong International Academy | Greg Bayer | David |
| | | |
| African American residents | | |
| Minneapolis Urban League | Mitchell Davis | Sarah |
| Major Taylor | Louis Moore | Sarah |
| Masjid An-Nur | Aasim Shabazz | |
| New Salem Church | Valerie Hutchinson | |
| Sub Zero Collective | Tammy | Harry |
| One Step Family Shop | | |
| African American Leadership Forum | Mary Randall | Ebony |
| | | |
| Latino residents | | |
| CLUES | Karla Bachmann | |
| Church of the Ascension | Marilyn Ochoa | Sarah |
| Latino Economic Development Center | Ramon Leon | |
| | | |
| SE Asian residents | | |
| Lao Assistance Center of Minnesota | Sunny Chanthanouvong/Linda | David |
| CAPI | Pa Lee Yang | David |
| AEDA/Hmong American Partnership | David Kang | David |
| HAMMA | Willy Yang, Bao Vang | David |
| Asian Media Access | Mai Lee Yang | Sarah |
| | | |
| East African residents | | |
| African Immigrant Services | | |
| Ka Joog | | |
| African Development Center | | |
| Wellshare International | | |
| | | |
| Businesses | | |
| West Broadway Business Coalition/West Broadway Farmers Market | Erin Jerabek/DeVon Nolan/Shaina | Sarah |
| NEON/Neighborhood Development Center | Ashley Bennett | |
| Camden Business Association | | |
| Lowry Corridor Business Association | Joni | Alexis |
| | | |
| Neighborhood organizations | | |
| Harrison Neighborhood Association | Shauen Pearce | Darrow |
| Heritage Park Neighborhood Association | Terra Cole | |
| NRRC | Ishmael Israel/Will Lumpkins | Will |
| Jordan Area Community Council | Cathy Spann | Cathy |
| Folwell Neighborhood Association | Roberta Englund/Alexis Pennie | |
| Webber-Camden Neighborhood Organization | Roberta Englund | |
| | | |

For more information, visit the project website at www.minneapolismn.gov/health/living/northminneapolisgreenway

| Other orgs | | |
|--------------------------------|----------------|--------|
| NorthPoint Health and Wellness | LaTrisha Vetaw | |
| Minneapolis Bicycle Coalition | Laura Kling | |
| NOC | Harry Maddox | Harry |
| Northside Fresh | DeVon Nolen | |
| Shiloh Temple | the bishop | Cathy |
| HIRED | | |
| Camden Neighborhood Center | Lisa Dunlap | Sarah |
| Appetite for Change | Princess Titus | Cathy |
| Project Sweetie Pie | Michael Chaney | Ebony |
| Camden Lions Club | Jim Skoog | Alexis |
| Northside Arts Collective | | Alicia |

Attachment 2:

DRAFT – 2/24/15

Bylaws of the Northside Greenway Council

ARTICLE 1 ORGANIZATION

The name of the organization is Northside Greenway Council. The organization may change its name by a 2/3 majority vote of the Council.

ARTICLE 2 PURPOSES

The following is the purpose for which this organization has been organized: to engage communities in a collaborative planning process that results in a Northside Greenway that meets local needs.

ARTICLE 3 MEETINGS

Regular Meetings:

The Council shall meet at least monthly, at an agreed upon time and place. Five members or designated representatives present and voting shall be sufficient for transaction of business of the corporation at all meetings of the Council, but a smaller number may discuss business of the organization and make recommendations which may be considered; decisions can subsequently be made via email to include at least five voting members or designated representatives.

Special Meetings:

Special meetings of this organization may be called either (1) by the Executive Subcommittee, or (2) at the request of three members of the Council, the chair shall cause a special meeting to be called. In either case, meeting notice must be made in writing at least ten (10) days before the requested scheduled date. Notices of such meeting shall be sent to all committee members. Such notice shall state the reasons that the meeting has been called, the business to be transacted at such meeting and by whom it was called.

No other business but that specified in the notice may be transacted at a special meeting without the unanimous consent of all present at the meeting.

ARTICLE 4 VOTING

At all meetings, all votes shall be by voice. For election of officers, ballots shall be provided. In meetings where fewer than five voting members are present, votes of those not present may be cast by email.

ARTICLE 5 VOTING MEMBERS

Voting members are representatives of geographic and cultural communities in north Minneapolis. Voting members are nominated by the Executive Subcommittee and confirmed by the full Council.

ARTICLE 6 BOARD OF DIRECTORS

The business of this organization shall be managed by council members consisting no fewer than nine (9) voting members. Members shall serve one-year terms and may serve multiple terms. Meetings of the Board of Directors are open to the public and attendance of meetings is open to all.

The Council may make rules and regulations covering its meetings as it determines is necessary.

The members to be chosen for the ensuing term, or to fill vacancies, may be nominated by any council member and confirmed by the Council by a ballot vote.

Council member participation is crucial for to the success of this Council. A council member may be dropped for excess absences from the Council if he or she has two unexplained absences from Council meetings in a year. A member of the Council will attempt to contact any member who may be removed from the Council in order to understand their interest in continued participation. This interest will be considered by the Council before the member is removed. A council member may be removed for other reasons by a 2/3 vote of the remaining members.

No member shall be entitled to receive any salary or compensation for duties as a council member, however participation in the committee does not bar a council member from receiving compensation for paid activities related to the Greenway proposal. For example, staff of community organizations may serve on the Council and receive stipends for other work related to the Greenway.

ARTICLE 7 OFFICERS

The Chair shall convene monthly Council meetings and shall preside or arrange for other members to preside at each meeting. The Chair shall send out meeting announcements and distribute minutes and agendas to each council member.

The Vice-Chair shall act in the Chair's absence at all meetings of the Council and the Executive Subcommittee. In the event of the resignation, incapacitation, or death of the Chair, the Vice-Chair shall then become Chair for the remainder of that term of office.

The Secretary shall be responsible for keeping records of Council actions, including overseeing the taking of minutes at all committee meetings, and assuring that records are maintained and available publically online.

All Officers and Subcommittee Chairs shall deliver to their successors all records, correspondence and other property belonging to the organization.

ARTICLE 8 SUBCOMMITTEES

The permanent subcommittees shall be:

Executive Subcommittee:

Except for the power to amend the Bylaws, the Executive Subcommittee will have all of the same powers and authority as the Council, subject to the direction and control of the Council. The Executive Subcommittee is comprised of at least the three officers, with additional members to be assigned at the discretion of the Council.

Other Subcommittees:

Additional subcommittees of this organization may be appointed by the Council as needed.

The Chair appoints all subcommittee chairs. Subcommittee chairs must be members of the Council. Subcommittee members may include a combination of council members and other volunteers.

ARTICLE 10 AMENDMENTS

Changes to the Bylaws may be made at any meeting of the Council by a two thirds vote of those present, after a minimum of ten (10) days written notification of the proposed changes to voting members.

Northside Greenway Council
Outreach Subcommittee Notes
2/9/15, 1:30-3:00
Sumner Library

Attendees: Laura Kling, Debra Stone, Jim Skoog, Will Lumpkins, Anthony Johnson, Ebony Adedayo, Sarah Stewart

1. Review and finalize microgrant and Community Connector applications

- **Discussion of selection process for microgrants and community connectors:**
 - Microgrants will be selected in a similar process to last year, with a review committee comprised mostly of community residents. This committee will review all of the applications and make funding recommendations.
 - Community connectors will also be selected by a review committee that will include community members. There was discussion about whether everyone who applies should get an interview; the group decided that ideally, yes, but realistically, there will need to be a selection process prior to interviews. The review committee would review all applications and make recommendations for interviews. Review committee members may also participate in interviews. This process will be revisited once all applications come in. The host organization will lead the process.
- **Discussion of community connector application:**
 - The group decided that resumes will not be part of the application; instead, the application will include a question similar to “What past experience do you have in community organizing, including education, training, work, and/or volunteering?”
 - Add some specificity to some questions:
 - In the “target community applying for...” make the last part a question. E.g., “Describe your experience working with this community and how you are connected to it.”
 - Replace “Transit-dependent” to People with limited or no access to a vehicle”
 - Drop the numbers that are in parentheses after each target group listed on the first page
 - Consider broadening the list of possible connectors, e.g., adding Latino or people who do not speak English as a first language
 - Under “possible roles,” add more detail/define the pilot project more. Also, change the wording from “pilot” to “demonstration”
 - We discussed whether there could be more than 6 connectors. Right now, the total number of connectors is limited by funding.
- **Discussion of microgrant application**
 - Work south of Plymouth, since it’s just kicking off, will take more time than is currently allocated. These contracts can be extended beyond September if needed, and additional funding may be available for outreach after this time.
 - Several community and neighborhood organizations are doing outreach around the LRT. It’s possible that groups could connect their work around other transportation projects to the greenway. We do not want to direct groups to do this if it doesn’t make sense, however. We will add a question to the application asking how the proposed work fits in and complements existing work, and whether there are opportunities to tie it to their

existing work. We started talking about how the Northside Greenway Council could play a role in connecting with other transportation planning projects. **This will be a topic of discussion at a future meeting.**

- The group decided that north of Plymouth, the primary targets for outreach will be people living directly on the route. However, the greenway affects the larger Northside community, so the whole Northside community will still be targeted with outreach. The application will be updated to reflect this. Add the following questions about target groups – “How will you target people on the route? How will you target people from the larger Northside community?”
- Door knocking will still be an important activity, but the primary goal of this round of outreach will be to create opportunities for dialogue for community members. Door knocking will still be an important strategy, but should also be connected to an event or meeting. Door-knockers will invite people to participate. The application will add language about the goal of creating dialogue, including examples.
- We may want to see if it’s possible to hear from a large majority of households on a block as part of this outreach.
- The outreach should help people understand what’s possible on a greenway, e.g., gardening opportunities, etc.
- The application should talk about engagement, not outreach.
- It makes sense for the NGC to preprogram some community meetings and events, and have community connectors and others invite people to those events. We should reserve about \$2,000 of the budget for these events.

2. Discuss holding an information session about both applications

- Ebony will send out a Doodle poll to find a date that works.

3. Discuss a plan for promoting both applications in the community

- Sarah will email people with a list of groups to reach out to; committee members will help conduct outreach.

See the next page for some 2014 survey data showing differences in response by the type of survey that was conducted.

| Race/ethnicity by survey type | | | | | | | | | | |
|--------------------------------------|----------------------|-------------|--------------|-------------|----------------------|-------------|---------------|-------------|--|-------------|
| | Door Knocking | | Event | | Mailed survey | | online | | All surveys Total Count of race/eth simplified2 | |
| | n | % | n | % | n | % | n | % | n | % |
| American Indian or Alaska Native | 7 | 1.7% | 12 | 1.8% | 0 | 0.0% | 7 | 0.8% | 26 | 1.4% |
| Asian | 20 | 4.8% | 206 | 31.2% | 0 | 0.0% | 14 | 1.7% | 240 | 12.6% |
| Black or African American | 222 | 53.7% | 196 | 29.7% | 0 | 0.0% | 33 | 4.0% | 455 | 23.8% |
| Hispanic or Latino | 49 | 11.9% | 50 | 7.6% | 0 | 0.0% | 12 | 1.4% | 111 | 5.8% |
| White | 102 | 24.7% | 148 | 22.4% | 1 | 100.0% | 736 | 88.8% | 987 | 51.8% |
| Two or more races/ ethnicities | 14 | 3.4% | 45 | 6.8% | 0 | 0.0% | 26 | 3.1% | 85 | 4.5% |
| Grand Total | 413 | 100% | 661 | 100% | 1 | 100% | 829 | 100% | 1904 | 100% |

| Support by survey type (note, people who responded to surveys via door-knocking are much more likely to live on the greenway route compared to people who completed other surveys) | | | | | | | | | | |
|---|----------------------|-------------|--------------|-------------|----------------------|-------------|---------------|-------------|--------------------|----------------|
| | Door Knocking | | Event | | Mailed survey | | online | | Total Count | Total % |
| Strongly Support | 143 | 36% | 193 | 43% | 1 | 100% | 297 | 63% | 634 | 48% |
| Support | 105 | 27% | 129 | 29% | | 0% | 53 | 11% | 287 | 22% |
| Neutral | 73 | 19% | 79 | 18% | | 0% | 18 | 4% | 170 | 13% |
| Oppose | 30 | 8% | 21 | 5% | | 0% | 37 | 8% | 88 | 7% |
| Strongly Oppose | 43 | 11% | 25 | 6% | | 0% | 65 | 14% | 133 | 10% |
| Grand Total | 394 | 100% | 447 | 100% | 1 | 100% | 470 | 100% | 1312 | 100% |

Northside Greenway Council
Technical Subcommittee Meeting Notes
2/11/15, 3:30 P.M., City of Lakes Building

Attendees: Bill Fellows, Matthew Hendricks, Alexis Pennie, Sam Rockwell, Sarah Stewart, Mackenzie Turner Bargaen

I. Scheduling Future Meetings

- a. The next Technical Subcommittee meeting will be on 3/11/15 at 9am, tentatively at the City of Lakes Building (309 2nd Ave S); meetings will be scheduled on the 2nd Tuesday of the month at 9am

II. Greenway Demonstration Project Proposal

- a. The group reviewed proposal documents drafted by Bill and Sam.
- b. Bill led a discussion about a scope for a technical consultant to work on the demonstration project; the scope would include things like exploring treatment options and developing maintenance plans. Approximately \$35,000 in the current budget is dedicated to the demonstration project. Bill will draft a scope and send it out for feedback.
- c. Budget: about \$50,000 is available in the current BCBS project budget to cover expenses related to a demonstration project. The following are the anticipated cost categories for the project: 1) a planning consultant, 2) resident engagement (perhaps via a consultant), 3) materials (signage, paint, etc.), 4) programming (e.g., JXTA), and 5) evaluation.
- d. Matthew has a draft sign plan for the demonstration project that he will send out.
- e. We will need to determine if there are handicap spaces on the blocks proposed for the demonstration project; if so, we will need a plan for accommodating these and to evaluate how well these accommodations work
- f. The northern and southern ends of a demonstration project should in some way indicate what the full extent of the greenway plans are and what the full proposed route is. This could be done with signage and maps at both ends of the demonstration, and/or through some sort of indicator along the rest of the route (e.g., paint on the street, signs).
- g. In a demonstration, access to the street would need to be restricted to emergency vehicles, with some potential allowances for residents with handicap spaces. A consultant could look for other models of streets like this across the world and the policies/procedures for managing this.
- h. The suggested timeframe for the demonstration is 6 months, which would allow us to explore feasibility both in summer and winter months. We want to build some flexibility into the actual length of time. Communicating about this will be challenging, and Steve Kinsella could provide some TA on this. Lacy may also have suggestions.
- i. Permitting issues will be discussed at Public Works internal meeting on Feb 20.
- j. In the proposal document, remove the references to the New York and Paris projects; instead, just refer to the NACTO guidelines.

- k. Under “Methods and Evaluation” the reference to a high response rate will be removed; instead, this section will simply describe the response rate.
- l. On page 3 of the proposal, the sentence that refers to timeframe will be changed from 1 year to 6 months, and something will be added to indicate that the timeframe will allow the use for the demonstration space to stabilize.
- m. Bill will edit the proposal document and add the appendices that Sam wrote; Sam will add the programming ideas, and everyone else will send feedback to Bill by end-of-day on Friday.

III. Exploring the southern route options

- a. SRF proposed several options for a greenway route south of Plymouth Ave; engagement work this summer will also focus on engaging residents and getting input on where a southern route could go.
- b. Matthew will take a look at the options proposed in the SRF report to see which seem most feasible and could be used in resident outreach.