

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

Attendees: Daniel L. Maddox (North Minneapolis Bicycle Advocacy Council (NMBAC)), Harry Maddox (NOC, NMBAC), Sarah Stewart (Minneapolis Health Department (MHD)); Alexis Pennie (NMBAC); Alicia Holder (NMAC); Darrow Jones (Venture North); Will Lumpkins (NMBAC, Northside Residents Redevelopment Council); Ebony Adedayo (Alliance for Metropolitan Stability); David Kang (independent consultant); Anthony Johnson (MHD), Jim Skoog (NMBAC), Sam Rockwell (Center for Prevention at Blue Cross and Blue Shield of Minnesota), Princess Titus (Appetite for Change), Matthew Hendrix (Twin Cities Greenways), Christopher David (south Minneapolis resident)

I. Welcome and introductions (Alexis Pennie)

- Each person at the meeting stated their name, organization, and why they are here today.

II. Report from communications and outreach subcommittee and update on granting processes (Alexis Pennie and subcommittee members)

- Sarah reviewed the content of the March Outreach Subcommittee meeting, which focused mostly on boosting the membership of the Northside Greenway Council (NGC) and getting the word out about the different funding opportunities for the project (see Attachment A for notes). This month (at the April 13 meeting) will focus on two things: 1) what data/info do we want to collect from residents in the next round of engagement, and how do we want to collect it? 2) Honing our key messages for the project. All are invited to attend! We have key messages that need to be defined and separated from last year's communications key messages.
- Ebony gave an update on all three application processes:
 - Community connector host organization: Eight applications were received, and it was a highly competitive process. A community review committee selected Northside Residents Redevelopment Council as the recipient of the fund because of their past work on the greenway, their current staff capacity, and their ability to manage staff and volunteers. They can step in and hit the ground running on the project.
 - Community connectors: Fourteen people applied. About 6 community members have been involved in reviewing the applications; the review session will be held on April 8. NRRC will do the hiring for the community connectors. Among the current applicants, we are missing some of the cultural diversity that is present in north Minneapolis. Most of the applicants were African American and many said they would reach transit users and people with disabilities. No applicants were from the Latino community and other cultural constituencies. Ebony spoke with NRRC about hiring four community connectors now and working to recruit two additional community connectors.
 - Microgrants: There were 22 applicants. We ended up getting an additional \$20,000 dollars in grant money from Blue Cross related to additional funding from the demonstration

project. Now there is approximately \$71,000 available for microgrant funds. A community review committee will be meeting on Saturday to discuss the proposals

- Jim Skoog suggested that engagement efforts this summer should still focus on people living directly on the greenway route since they would be most impacted. This could be done by allocating some of the extra \$20,000 on this, by deploying community connectors to work on this, or in other ways. Jim would also like to see data collection focus on support and opposition at specific addresses along the route.
- The group discussed the fact that some of the outreach will focus on renters, but renters may move before a greenway is built. We will continue to ask people if they are renters in data collection – it will be important to hear from this constituency even if some people may move.

III. Report from technical subcommittee (Alexis Pennie)

- Alexis reviewed the 4/1/15 Technical Subcommittee Meeting discussion topics, including the demonstration project (which has new funding) and the possible greenway routes south of Plymouth Ave (see Attachment B for notes). The demonstration project will be the focus of the next technical subcommittee meeting on 5/13/15. The group decided that another meeting should be held before May; Sarah will send out a doodle poll to schedule another April meeting. Note, the technical report is available on the main greenway project website).
- Alexis asked if people know or are connected with people who live on the demonstration blocks, and if so, to share that information via a sign-up sheet that was passed around.
- Sarah Stewart said that City staff members have scheduled a meeting with Council President Johnson and Council Member Yang for next Thursday, April 16 to talk about the demonstration project.

IV. Discussion of Northside Greenway Council structure (Ebony Adedayo and Sarah Stewart)

- Sarah gave some background on the bylaws and why they've been developed.
 - History of the Northside Greenway Council/steering committee
 - Group started meeting in October 2014 as a loosely structured group of stakeholders involved in the greenway engagement efforts. People have come in and out of the group; membership has included neighborhood groups, community members interested in the project, recipients of 2014 microgrants, City staff, AMS, Blue Cross, and others.
 - After the 2014 engagement efforts, the group identified some issues with its structure, including:
 - Lack of an established decision-making process
 - No definition of membership and lack of clarity about who was a member.
 - This led to the decision to a strategic planning retreat – we wanted to determine where to go from here in terms of strategies and tactics, but we also wanted to clarify what the group was, what its mission was, who was a member of the group (and who should be a member of the group) and how we make decisions

- What came out of the retreat – ideas for tactics and strategies going forward, a desire to expand the membership of the steering committee, a desire to formalize the committee. Bylaws are the way we decided to formalize the group.
 - Why are we considering bylaws?
 - To clarify who is a member of the group
 - To clarify a decision-making process for the group – very important to have a legitimate process so that when the group makes decisions the process is not criticized (we don't want an unclear process to call the group's decisions into question)
 - To move the group from being agency-led to community-led
 - To build capacity for a longer term coalition or group that will ensure the community is engaged and input is incorporated into the project
 - The funding for this project will continue to go directly to the City and the Alliance for Metropolitan Stability, who will work with the NGC to determine how these funds can best be spent. However, there are also other decisions beyond funding that this group will be involved in, and it will be important to have a structure in place to make these decisions. Examples:
 - How do we decide when we have enough engagement?
 - How do we decide when the greenway should be built?
 - History of bylaw development:
 - Subgroup of the steering committee has met off and on since November, when initial bylaws were drafted by this group
 - These bylaws were presented to and considered by the steering committee in December; the group decided to become the Northside Greenway Council
 - At the January (inaugural) and February meetings of the Northside Greenway Council, we discussed the one-pager about the committee structure, which reflects the bylaws. In February, members were invited to participate in a subgroup that would meet to refine the bylaws based on these conversations.
 - A subgroup met in late February and made revisions to the bylaws, leading to the current version.
 - The bylaws were brought to the NGC for adoption at the March meeting, but there was not enough time for a full discussion; there were also some concerns expressed that that meeting.
- Sarah reviewed the content of the bylaws (see Attachment C).
- Ebony led a discussion of the bylaws
 - What are the benefits of moving forward in this way (adopting bylaws)? What are your concerns about this?
 - **Benefits (from group discussion):**
 - They set us up for having capacity in the future; provides a structure for community members to continue meeting regularly after funding dries up.
 - Decision-making without bylaws is really difficult, which makes it hard to move forward on anything. We need to clarify how and who makes decisions.
 - They give us more structure, and they are written in a friendly way that is accessible to new potential members
 - They are written to be really inclusive and open and make it very easy to add people.
 - Bylaws help give the group credibility
 - **Concerns (from group discussion):**
 - The concern in the prior meeting was that we were trying to vote on adopting the bylaws without having taken the time to go over them like we are now.

- After money dries up, if there are bike trails and other projects we do not abandon them.
- We should think about including youth in the group
- Picking a chair will be really important, since this person will need to dedicate a significant amount of time to the group, will need to do member recruitment, monitor subcommittees, etc.
- Ebony asked: what specifically should be changed about the bylaws language? The group came up with the following suggestions and questions:
 - Consider changing the language about how many people are required to make a decision – make it somewhat dependent on total number of members (e.g., 2/3 or simple majority)
 - Clarify the officer terms – how long are they? When are elections held of the year terms of the officers?
 - The “Voting members” and “board of directors” seem like the same thing. Consider consolidating these sections and/or using the same terms across both. Language should be consistent across the document.
 - Do we want to have a minimum age for participation or membership?
 - There’s a contradiction about how people are nominated to the committee in Article 5 and Article 6.
 - We should be clear about member expectations – maybe in bylaws or in a separate document
 - We need to be careful about the language we use – jargon can make it hard for people to feel like they can participate, especially for youth.
- The group decided to use the following process to move forward:
 - Send out bylaws to NGC members and ask for specific feedback on them by Tuesday, April 14.
 - Hold another conference call of a subgroup of people who will make adjustments to the bylaws
 - Send out the amended bylaws to the full council prior to the next meeting
 - At the May meeting of the NGC, briefly review the changes that were incorporated into the bylaws and then vote to adopt them.

V. Closing and organization announcements

- North First will be happening on April 28th from 6-8:30 at Emerge; NGC will be tabling and Alexis will speak about the greenway as a member of NMBAC. If you are interested in helping to table, please contact Anthony (Anthony.johnson@minneapolismn.gov) or Sarah (sarah.stewart@minneapolismn.gov).
- Health department will be holding a walk for National Public Health week; all are invited to attend. Meet at 5:45 on Wednesday, April 8 at Mill Ruins Park.
- Next NMBAC meeting will be on Saturday, April 18, from 12:00 p.m. to 2:00 p.m. at North Regional Library (2nd floor Conference Room), 1315 Lowry Ave N, Minneapolis, MN 55411.
- **EBONY – ADD INFO HERE ABOUT NEXT WEEK’S ROUNDTABLE EVENT**
- Upcoming community meetings will be held about the new Webber Park Library: at the Folwell Park gym, 1615 Dowling Ave. N., on Tuesday, April 15, from 6 to 7:30 pm and Saturday, May 10, from 9:30 to 11 a.m.

Upcoming NGC meetings and events:

- North First: Tuesday, 4/28/15, Emerge Career and Technology Center, 1834 Emerson Ave N, 6:00-8:30. Greenway will be featured in a presentation and at a table.
- Outreach and Communications Subcommittee (second Mondays)*: 4/13/15, 1:30-3:00, Sumner Library
- Technical Subcommittee (second Wednesdays)*: 5/13/15, 9:00-10:00, City of Lakes, 309 2nd Ave S (location tentative; April meeting held on 4/1/15)
- Northside Greenway Council (first Tuesdays)*: 5/5/15, 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.*

Attachment A:
Northside Greenway Council
Outreach and Communications Subcommittee
Meeting Notes
March 9, 2015, 1:30-3:00
Sumner Library

Attendees: Sarah Stewart, Ebony Adedayo, David Kang

- 1) NGC membership outreach – revisiting outreach completed and gaps that remain

The group reviewed the spreadsheet for reaching out to residents and community groups to invite them to join the Northside Greenway Council. We will follow-up with these groups/people:

- Ebony will:
 - Reach out to Will Lumpkins to talk about who is representing NRCC; also Latino representation
 - Reach out to Alexis to see who is representing Folwell
 - Touch base with Willie Yang about HAMA and about finding a youth rep
 - Check in with the YMCA
 - Connect with Native American org on West Broadway
 - Ask Terra Cole about East African orgs that serve North Minneapolis residents
- Sarah will:
 - Check in with Louis Moore about his outreach to NorthPoint
 - Check in with Ward 5 office (or ask constituent to check in) about appointing a member to the NGC
 - Check-in with the MPRB
 - Check in with WBBC/Shaina
 - Ask Anthony to check in with the Youth Coordinating Board
 - Ask Darrow about finding a youth rep
 - Check in with Lisa Dunlap
 - Email Mai Lee Yang at Asian Media Access
 - Follow up with coworker about connecting with Church of the Ascension
- David will
 - Follow up with an administrator at Hmong International Academy
 - Consider a possible youth rep from Beacons program at Henry

- 2) Outreach for microgrant application – what gaps need to be filled?
See table below; Sarah will ask the full Outreach Committee for help filling in the gaps. East African orgs have been added to this list.

- 3) Outreach for community connector application
Ideas:

- Share application materials with NEON, Summit Academy, business organizations, NorthPoint (Sarah will ask Louis); send out via e-democracy (Ebony will do), create flier and put up in the community (send electronically to partners and ask them to post it)
- 4) Process for discussing bylaws; electing officers
- Sarah will schedule a conference call with the structure subcommittee to discuss this; outreach subgroup members will also be included
 - Idea – elect temporary officers to serve until the NGC structure is formalized
- 5) Update on communication planning
- Sarah and Anthony have started brainstorming communication tactics based on all of the upcoming activities; this will be shared at the next meeting
 - In the interim, the old key messages will be shared with the group for review and discussion at the next meeting
 - At the next full NGC meeting, we will share the themes from the existing key messages and ask for what new themes should be added or what old themes should be removed; then the Outreach and Communications Subcommittee can use that to develop a revised version of the key messages in April

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	
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 B:
Northside Greenway Council
Technical Subcommittee Meeting Agenda
4/1/15, 9:00 AM, Public Service Center

I. Discussion of route alternatives south of Plymouth Ave. (see pages 4-6 pf the [Technical Investigation Report](#))

- It will be important to ask where people want to go. This is a wide swath of options, and it matters where people would be going. Going too far west might make people go really far out of their way if people are going to downtown, for instance.
- People are interested in connecting to:
 - North Commons Park
 - Lake of the Isles/chain of lakes via Cedar Lake Trail
 - Downtown via Plymouth/7th protected bikeway; Plymouth will have protected bikeways
 - Theodore Wirth to Lake of the Isles (via Plymouth?)
 - Also – How does Van White link to this? (connects to Cedar Lake Trail)
- Potential criteria for decision making:
 - Transportation benefits/utilitarian benefits
 - Recreational benefits
 - Connections to destinations (considering where people want to go)
 - Planned future connections (Southwest LRT; Bottineau LRT; 7th St. and Plymouth protected bikeways; Penn Ave project; 26th Ave N trail; W. Broadway Ave streetcar/bus rapid transit (CAC will start soon))
 - Technical feasibility (e.g., driveways, curb-cuts)
 - Other auxiliary benefits (connections to greenspace, environmental benefits)
 - Where should it stop? (Ultimately, what is the final connection?)
- Goal: Come up with something that could be run through a community feedback process. This could take two steps:
 - Start with the decision-making criteria – what’s most important to residents? Could do a dot voting process with community members, for example. Integrate this into all community engagement.
 - Ask people to look at a map and consider routes
- We’ll need to pull together this additional information:
 - Figuring out where the driveways are: **Bill will follow up on this.**
 - Draw out the planned future connections – with a key about whether they are definitive or theoretical.

II. Updates and next steps on the greenway demonstration project

- The Health Department has received approval for funds to help with the implementation of a demonstration project (\$85,000 for planning, community engagement, rental of materials, and evaluation)

- Public Works review is continuing; talking with maintenance folks, fire; considering enforcement, etc. Mackenzie Turner Borgen came up with a drawing. How do you enforce it? No firm answer yet if this will move forward. Will likely eventually go through City Council.
- In the interim, we should start trying to gather support of those affected by it – the residents themselves. Good idea to start meeting with those people and explaining what the vision is, the pros and cons to be aware of. A process for doing this should include:
 - Create communication materials, script for talking about the demonstration (Sam will take a first stab at the script)
 - Identify people we know on that route, start with them; snow-ball from there – ask at the meeting on the 7th who knows people on the proposed demonstration route; develop a sign-up sheet for people to sign up for who they can contact.
 - Outreach to list of people interested in volunteering for this project to see if people would be interested in door-knocking
 - Reach out to block club leaders; find out when their meetings are and if we can participate
 - Door-knock and invite people to an event to talk more about the demonstration
 - Hold an event: idea – late May, close a couple of blocks; invite people to come to that and talk about the demonstration

Attachment C

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.