



***NRP Policy Board***  
DRAFT Meeting Minutes  
Tuesday, November 19, 2013  
Crown Roller Mill

**Call to Order**

Chair Jeffrey Strand called to order the regular meeting of the NRP Policy Board at 5:04 pm on November 19, 2013 at the Crown Roller Mill, Conference Room 3.

**1. Introductions**

The following Board Members were present: Commissioner Gail Dorfman, Park Board Commissioner Liz Wielinski, Council Member Kevin Reich, School Board Member Josh Reimnitz, Kirk Roggensack and Jeffrey Strand.

The following Board Members were absent: Senator Jeff Hayden, and Jeremy Hanson Willis.

The following staff members were present: David Rubedor, Robert Thompson, Howard Blin, Stacy Sorenson, Jack Whitehurst and Cheyenne Brodeen.

Policy Board Chair Strand reminded NCR Department staff of the need for the Minneapolis House delegation to fill its vacant seat on the Policy Board

**2. Approval of Agenda**

Policy Board Chair Strand added Item 4A2 at the request of NCR Department staff

Motion by Wielinski, seconded by Roggensack, to approve the agenda. Motion carried unanimously.

**3. Approval of September Minutes**

Motion by Reich, seconded by Reimnitz, to accept the September minutes. Motion carried unanimously.

**4. Plan Reviews**

**A1.) Kenny, Lynnhurst, Tangletown, Windom Neighborhood Organizations' Neighborhood Priority Plan:**

Ruth Olson, Matt Perry, Amanda Vallone and Brian Fisher were in attendance to present the Priority Plan to the NRP Policy Board.

The four neighborhoods worked with the Ward 11 and 13 offices to develop the South Lyndale Corridor Master Plan, which was approved by the City in January, 2006. The Master Plan focuses on long-term changes rather than short-term improvements. Three of the four neighborhoods included implementation of the

South Lyndale Corridor Master Plan in their Phase II Neighborhood Action Plans, and have dedicated NRP Phase I and Phase II funds to this project.

In the 54<sup>th</sup> and Lyndale Neighborhood Priority Plan, the four neighborhood organizations identify the following goals:

1. Establish and nourish a connection with Public Works in order to obtain the information that Nicollet East Harriet Business Association (NEHBA) needs in a timely manner;
2. Encourage Public Works to be more pro-active in their communications and outreach not only on this project, but with all projects and partnerships;
3. Maintain communication with the Hennepin County representatives to ensure the continued availability of REPP grant funds which would otherwise expire at the end of 2013; and
4. Work with Public Works and the Minneapolis City Council to loosen the restrictions on a specific date to establish a special service district (SSD).

In addition to identifying their goals for implementing a streetscape plan for 54<sup>th</sup> and Lyndale, this Neighborhood Priority Plan identifies some of the barriers neighborhood organizations have faced towards accomplishing these goals.

Once this process of Neighborhood Priority Plans was created, the neighborhoods felt that they were able to get their issues resolved quickly. It has been a great experience.

Comments:

- Will there be new council members that you will be working with in 2014 and do you feel like you will get the necessary help from their office to carry this plan forward?
  - o Ward 13 will have a new Council Member. There hasn't been any contact with the Council Member Elect regarding this project yet.

School Board Member Reimnitz moved, seconded by Commissioner Wielinski to approve the following resolution :

**WHEREAS:** On March 30, 2012, the Minneapolis City Council approved the revised Community Participation Program (CPP) guidelines, including an allocation of \$203,086 for the four neighborhood organizations;

**WHEREAS:** On July 19, 2012 the NCR Director, in accordance with the CPP guidelines, approved the Community Participation Plan for Kenny Neighborhood Association, including \$5,000 set aside for Neighborhood Priorities;

**WHEREAS:** On August 20, 2012 the NCR Director, in accordance with the CPP guidelines, approved the Community Participation Plan for Lynnhurst Neighborhood Association, including \$7,255 set aside for Neighborhood Priorities;

**WHEREAS:** On August 30, 2012 the NCR Director, in accordance with the CPP guidelines, approved the Community Participation Plan for Tangletown Neighborhood Association, including \$9,722 set aside for Neighborhood Priorities;

**WHEREAS:** On September 28, 2012 the NCR Director, in accordance with the CPP guidelines, approved the Community Participation Plan for Windom Community Council, including \$26,621.64 set aside for Neighborhood Priorities;

**WHEREAS:** The four neighborhood organizations have conducted a community engagement process as identified in the approved 2012 Community Participation Plan, leading to neighborhood approval of support for the 54<sup>th</sup> and Lyndale Neighborhood Priority Plan as a neighborhood priority;

**WHEREAS:** The Kenny Neighborhood Phase 2 Neighborhood Action Plan, the Lynnhurst Neighborhood Phase 2 Plan, and the Tangletown Neighborhood Phase 2 have strategies related to implementation of the South Lyndale Corridor Master Plan, and have dedicate funds to that purpose;

**BE IT RESOLVED:** That the Minneapolis Neighborhood Revitalization Policy Board hereby accepts and adopts the 54<sup>th</sup> and Lyndale Neighborhood Priority Plan,

**RESOLVED FURTHER:** That the Minneapolis Neighborhood Revitalization Program Policy Board hereby authorizes the NCR Director to request that the City Council and Mayor [a] approve the 54<sup>th</sup> and Lyndale Neighborhood Priority Plan and [b] authorizes the appropriate City officers to enter into any contracts or agreements necessary to implement the activity above.

The resolution was approved unanimously

**A2.)** Robert Thompson, Neighborhood Support Manager gave an update on Neighborhood Priority Plans; there is another Neighborhood Priority Plan coming through the process that involves seven neighborhoods in south Minneapolis. The focus on their priority plan will be multi-family housing, equity and parks.

**B.) Holland Neighborhood Phase II Plan:**

Jack Whitehurst, NCR Staff, Sean O’Neill, Holland Staff and Adelheid Koski from the Holland Neighborhood Board attended to present on the Holland

Neighborhood Phase II Plan. He noted that “is” should have been “was” in reference to the phrase “Holland was a working-class settling place for European immigrants.” in view of the neighborhood’s increasing diversity.

Like many other Northeast neighborhoods, Holland is a working-class settling place for European immigrants. In 1924, Minneapolis developed a comprehensive zoning plan for the city that allowed industrial factories and a wide range of housing options to develop in the Holland neighborhood, with more multi-unit housing in close proximity to the railroad and factories. This zoning and much of the neighborhood layout still reflects those past decisions. Large shifts in demographics have taken place in recent years. In 1980, 97% of residents were white and all other racial/ethnic groups made up less than 1% of the population each. In 2010, black and Latino residents comprised 42% of the neighborhood and other ethnic groups made up another 5% of the population. Further, 29% of residents five years or older speak a language other than English at home according to the 2010 American Community Survey.

HNIA facilitated the formation of a steering committee in the spring of 2012, and the committee began planning the Phase II outreach strategy shortly thereafter. They outlined the approach that would ensure broad participation by residents, businesses, and stakeholders in the formation of the Phase II Action Plan. Several public meetings, two focus group meetings facilitated by NCR, a number of community events, and a neighborhood-wide survey distributed to each household were used to gain input on priorities for Holland’s NRP Phase II plan.

The result is a draft plan that allocates 80% of the NRP funds for housing activities – a combination of home improvement, home buyer assistance and housing development programs. The remaining 20% of NRP funds would be spread across a variety of neighborhood initiatives, including the Green Campus project, open space initiatives, livability efforts, artistic promotions, and health and wellness programs.

Adelheid also mentioned that Holland is looking to do more small business loan programs to continue to spur revitalization among the businesses on Central Avenue.

Comments:

- Council Member Reich commented that the NRP Program was a game changer for the Holland Neighborhood and other Lower Northeast Neighborhoods.
- Adelheid was asked to share information about the NE Green Light Project. This is a project that was made possible by many years of dreaming and visioning and the stars seemed to align perfectly all at once to make the project possible. The Neighborhood found out about a grant that connects local businesses with artists for projects that

create green energy. The neighborhood applied and was awarded \$50,000 for a light sculpture that will change colors as more and more energy gets conserved.

Council Member Reich moved, Commissioner Wielinski seconded, to approve, the following resolution:

**WHEREAS:** On April 19, 2004, the Minneapolis Neighborhood Revitalization Policy Board established the Phase II allocation available for the Holland neighborhood at \$684,021.00 based on the Phase II revenues projected for NRP,

**WHEREAS:** The Holland neighborhood has conducted a Phase II plan development process,

**WHEREAS:** The submitted Holland NRP Phase II Neighborhood Action Plan requests an allocation of \$684,021.00 and dedicates eighty percent (80.26%) of that allocation to housing programs, projects, services and activities,

**BE IT RESOLVED:** That the Minneapolis Neighborhood Revitalization Policy Board hereby accepts and adopts the Holland Phase II Neighborhood Action Plan,

**RESOLVED FURTHER:** That the Minneapolis Neighborhood Revitalization Program Policy Board hereby authorizes the Director to request that the City Council and Mayor [a] approve the Holland NRP Phase II Neighborhood Action Plan, and specifically those parts of the Plan that fall under City jurisdiction, for their Phase II allocation of up to \$684,021.00; [b] consistent with the staff direction set out in footnote “p” of the 2011 General Appropriation Resolution adopted by the Council on December 13, 2010, as later amended, to amend the 2013 General Appropriation Resolution by increasing the Community Planning and Economic Development Department (CPED) agency Fund 01 CNR 8900-800 (the NRP fund) by \$451,571.86 from existing fund balance; and [c] authorize the appropriate City officers to enter into any contracts or agreements necessary to implement the activities above.

The resolution was approved unanimously.

### **C. Marshall Terrace Phase II Plan:**

Stacy Sorenson, NCR Staff and Shari Seymour attended to present the Marshall Terrace Phase II plan.

Located in northeast Minneapolis, Marshall Terrace is named after Minnesota's fifth governor, William R. Marshall, who served from 1866 to 1870. The

neighborhood is bounded on the north by St. Anthony Parkway, on the east by University Avenue Northeast, on the south by Lowry Avenue Northeast and on the west by the Mississippi River. Large tracts of land in this neighborhood are used for industry, railroad tracks and utilities. Neighborhood housing units are evenly split between owners and renters. With just 1,381 residents and 655 households, Marshall Terrace is one of the least populous neighborhoods in Minneapolis. About 65% of the neighborhood's residents are white, 12% are black or African American and 9% are Hispanic or Latino. A slightly higher percentage of Marshall Terrace residents are 65 or older than Minneapolis as a whole.

In the fall of 2012, the Concerned Citizens of Marshall Terrace (CCMT) formed an NRP Steering Committee and began reviewing the Marshall Terrace NRP Phase I Plan and other plans affecting the neighborhood, including the Above the Falls Master Plan, the City's Bicycle Master Plan, and the Minneapolis Park and Recreation Board's plans for the neighborhood. A survey was delivered to all Marshall Terrace residents and businesses in February 2013, and a focus group was held with Hmong gardeners using Marshall Terrace's community garden in April. The Steering Committee presented the draft strategies at a community meeting in June, then spent the summer months fine-tuning the strategies. The draft Plan was circulated to key city and jurisdictional staff and was presented at the October CPED East Sector meeting. The Plan was reviewed by legal counsel, and all strategies were found to be qualifying activities and expenditures under the NRP Law. The final Plan was approved by the Marshall Terrace neighborhood on October 17.

Comments:

- Is there money in the plan for Park Improvements?
  - o A lot of the funds that have been dedicated for park improvements have been used, but there still is \$50,000 left for improvements to Marshall Terrace Park.

Commissioner Wielinski moved, seconded by Commissioner Dorfman/School Board Member Reimnitz to approve the following resolution:

**WHEREAS:** On April 19, 2004, the Minneapolis Neighborhood Revitalization Policy Board established the Phase II allocation available for the Marshall Terrace neighborhood at \$363,456.00 based on the Phase II revenues projected for NRP,

**WHEREAS:** The Marshall Terrace neighborhood has conducted a Phase II plan development process,

**WHEREAS:** The submitted Marshall Terrace NRP Phase II Neighborhood Action Plan requests an allocation of \$363,456.00 and dedicates eighty percent (80.28%) of that allocation to housing programs, projects, services and activities,

**WHEREAS:** On March 30, 2012, the Minneapolis City Council approved the revised Community Participation Program (CPP) guidelines, including a 2012-13 allocation of \$60,086 for the Marshall Terrace neighborhood,

**WHEREAS:** On September 7, 2012, the NCR Director, in accordance with the CPP guidelines, approved the Concerned Citizens for Marshall Terrace's Community Participation Plan, including \$51,500 for community engagement activities and \$8,586 reserved for future Neighborhood Priority Plans,

**WHEREAS:** The Concerned Citizens of Marshall Terrace has conducted a community engagement process as identified in the approved 2012 Community Participation Plan, leading to neighborhood approval of support for the 27<sup>th</sup> Avenue Northeast Greenway as a neighborhood priority,

**BE IT RESOLVED:** That the Minneapolis Neighborhood Revitalization Policy Board hereby accepts and adopts the Marshall Terrace NRP Phase II Neighborhood Action Plan, and the 27<sup>th</sup> Avenue Northeast Greenway Neighborhood Priority Plan contained within,

**RESOLVED FURTHER:** That the Minneapolis Neighborhood Revitalization Program Policy Board hereby authorizes the Director to request that the City Council and Mayor [a] approve the Marshall Terrace NRP Phase II Neighborhood Action Plan, and specifically those parts of the Plan that fall under City jurisdiction, for their Phase II allocation of up to \$363,456.00; [b] consistent with the staff direction set out in footnote "p" of the 2011 General Appropriation Resolution adopted by the Council on December 13, 2010, as later amended, to amend the 2013 General Appropriation Resolution by increasing the Community Planning and Economic Development Department (CPED) agency Fund 01 CNR 8900-800 (the NRP fund) by \$239,943.66 from existing fund balance; and [c] authorize the appropriate City officers to enter into any contracts or agreements necessary to implement the activities above.

The resolution was approved unanimously

## **5. Grievance Task Force Report**

Howard Blin, NCR Staff reviewed the process that the Grievance Task Force used in response to a grievance brought forward to the Cedar Riverside NRP Neighborhood Organization. The Grievance Task Force met on October 14<sup>th</sup> at the Crown Roller Mill Building. The resident of the Cedar Riverside NRP

Neighborhood bringing forth the grievance attended the meeting, a representative of the neighborhood did not, but the organization did send a letter describing the actions taken to address the grievance. The Task Force made the following recommendations to the Cedar Riverside NRP Neighborhood:

The Task Force recommends that the NRP Policy Board forward to the CRNRP Board of Directors the set of actions listed below to address the issues raised in this grievance. Failure to comply with these actions could result in loss of NRP funding for the CRNRP. These actions are based on the principal that participation of residents in developing neighborhood plans is a core principle of NRP. To fully participate in plan development, residents must be informed about meetings and activities of the neighborhood organization.

1. The amount of information provided on the CRNRP website must be expanded to include the dates and locations of upcoming board meetings, meeting agendas, meeting minutes, names of board members and other information necessary to inform residents of CRNRP activities.
2. The CRNRP must provide regular financial reports to residents. These reports are to be available at board meetings and available on the website.
3. The CRNRP should develop a set of principles and a strategy to ensure that diverse populations are engaged with the neighborhood organization.
4. The CRNRP should ensure that all meetings be conducted in a manner so that all those in attendance, regardless of language spoken, are able to participate in the meetings.
5. The CRNRP should consider producing a newsletter, or other form of communication, to inform residents of organization activities.
6. Ms. Wickstrom and CRNRP should consider participating in face to face mediation to discuss the concerns raised.
7. The CRNRP must report to the NRP Policy Board no later than May 1, 2014 on progress made to comply with these recommendations.

Commissioner Wielinski moved to receive and file the report from the Grievance Task Force, Commissioner Dorfman seconds the motion, Motion carried unanimously.

**6. Grievance Policy Revision Update**

NCR staff reported that the grievance policy revision is still out for the 45 day review period to neighborhood organizations. The deadline for comments is Monday, December 9<sup>th</sup>, 2013.

**7. NCR Report**

The Department hired Michelle Chavez to fill the vacant Neighborhoods Specialist Position. Michelle comes from the City's Public Works department highly regarded.

The City is in the final stages of the Budget process for 2014. The final budget should be adopted on Wednesday, December 4<sup>th</sup>.

**Next Meeting**

The Policy Board members consensus was no need for a meeting in December 2013. The next NRP Policy Board will be held on Tuesday, January 21, 2014 at 5:00p.m.

**8. Adjourn**

Motion by Wielinski, seconded by Roggensack, to adjourn at 6:17p.m. Motion carried unanimously.

Minutes submitted by: Cheyenne Brodeen

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ATTEST: Commissioner Gail Dorfman,  
NRP Policy Board Secretary