



**Neighborhood and Community Engagement Commission
Tuesday, February 25, 2014 Meeting Minutes
Minneapolis Central Library**

NCEC member attendees: Matthew Barthelemy, Doron Clark, Matthew Dobratz, Henry Jimenez, Andy Hortillosa, Denis Houle, Ishmael Israel, Kenya McKnight, Carol Pass, Jeffrey Strand and Tessa Wetjen.

NCEC members excused: Brittany Lewis, Kirk Roggensack, Francisco Segovia and Sacido Shaie.

NCEC members absent:

Commission staff: David Rubedor, Howard Blin, Cheyenne Brodeen and Robert Thompson

Guests: Council Member Cam Gordon, John Smoley, CPED, and Aisha Gomez, Ward 9 Council Office.

Agenda Item

Content

1. Public

Comment

No members of the public were present to give their comments.

2. Introduction

(Action)

The meeting was called to order at 5:21pm with Israel in the Chair beginning with discussion items until a quorum is present. A quorum was present at 5:40pm with 10 members

A. Agenda.

Motion: Clark moves to approve the agenda by switching agenda items 4 and 5, Strand seconds the motion. Motion carried unanimously.

3. Executive Committee Reports

Reports

(Informational and Action)

Secretary Report:

A. Minutes.

Motion: Commissioner Strand moves to approve the minutes, Barthelemy seconds the motion. Motion carried unanimously.

B. Attendance Report: Commissioner Strand reported on attendance. Commissioners Lewis and Roggensack reported their attendance. Others are excused due to the weather conditions.

**5.Conservation
District Ordinance**
(Discussion)

Summary: John Smoley of CPED attended to present information on the proposed Conservation District Ordinance. He shared that in response to development pressures in some neighborhoods, the Community Planning and Economic Development Department (CPED) has drafted a Conservation District Ordinance. This proposal would create land use controls that conserve notable visual character in a manner that offers more protections than the zoning code, but fewer protections than historic district design guidelines.

John also shared that Staff is currently in the process of gathering comments on the proposal. The timing for City Council consideration of the ordinance has yet to be determined.

Comments:

- Commissioner Clark asked why the notice regarding proposed changes is limited only to property owners. We have had discussions in the past about why only property owners are notified of zoning changes.
 - The intent is rooted in the fact that the ordinance would regulate alterations to personal property.
- Commissioner Houle asked if this could be used as a preemptive strike against someone who wants to build something that others don't like, but doesn't go against the zoning code.
 - 1/3 could not of property owners could not, 2/3rds of property owners could with council approval. However, the design guidelines have to follow the notable character of the area. The design guidelines would make development predictable to the area.
- Commissioner Israel asked when comments are taken through and if the technical support team is available to contact if CPED staff could share the contact list for the technical team with the full commission.
 - Comments are taken through Feb. 4th but are welcoming any comments anyone would like to make, and they are not restricted to homeowners. John will forward the contact list to NCR staff to distribute to the full commission.
- Commissioner Strand asked if this proposed ordinance change could be compared to a planned community.
 - Staff explained that a planned community works

- with new development. In Minneapolis, most projects involve redevelopment.
- Commissioner Barthelemy explained that he shares concerns about renters being left out of the notification prices. Developments play a huge role in rental prices. He also asked if every neighborhood applied for conservation district, how staff would handle it.
 - Staff would review each application and neighborhoods would be involved in the review process.
 - Commissioner Pass stated that her neighborhood is 85% renters and it would be good for them to have a say.

4. NRP Policy Board Report
(Informational)

Summary: Commissioner Strand as NRP Policy Board Chair reported that there was no February 2014 NRP Policy Board meeting. The next meeting will be held on Tuesday, March 18th at 5:00p.m. in the Crown Roller Mill Building.

6. Guides for Neighborhood Organizations
(Discussion)

Summary: Robert Thompson, NCR Staff shared that back in 2010 when NCR and the NCEC were developing the Community Participation Guidelines. A frequent request was for NCR to gather and share “best practices.” These requests were also heard in follow up focus groups and meetings in 2011 and 2012.

In response to these requests from neighborhood organizations, NCR staff has developed a number of draft guides to best practices for neighborhood organizations, and are preparing several more. These guides can be used as handouts, or an online reference for neighborhood organizations in response to governance, management, legal or program questions or concerns. These guides are based on NRP legal advisories, historical documentation, research conducted by NCR staff, and precedent of past guidance given to neighborhood organizations by NRP, MCDA and the NCR. NCR staff also seeks outside consultation with attorneys experienced with nonprofit tax and nonprofit law.

NCR staff would like to consult regularly with NCEC while developing these guides for neighborhood organizations. We

propose to bring one guide per month for review and feedback from the NCEC on the content and form of the guides. In addition to consultation with NCEC, NCR staff will also be consulting as necessary with City staff, external attorneys, auditors, and other individuals or groups with expertise in subject matters.

Robert Thompson shared the Bylaws Guidebook. Please email Robert Thompson with any additional ideas.

Commissioner Comments:

- Commissioner Pass asked if there were examples of bylaws available for Neighborhoods to use. She also mentioned that each neighborhood is different and one size doesn't fit all neighborhoods.
 - Robert Thompson responded and said that there are examples of bylaws available.
- Commissioner Israel asked if there was an online place where neighborhoods could go to access this information and other resources, such as standards of meeting conduct form.
 - Robert Thompson responded and said that that is something that the department will get put together.

7. Committee and Task Force Reports (Action and Informational)

A. Committee of the Whole: The February meeting was cancelled due to the weather.

B. One Minneapolis Fund Committee: The One Minneapolis Fund RFP is now open and it has been distributed broadly. There will be a pre-proposal conference on March 13th at 3:00pm at the Crown Roller Mill Building. The RFP is open until April 7th. The committee is now in the process of finalizing the formatting of the evaluation and will share that with the full commission when it is complete. Committee Vice-Chair Hortillosa reported on the proposal review tool and the work of the committee. Commissioner Wetjen arrived at the meeting. Committee Chair Wetjen further updated about the committee work, the 2013 awards, and synergies that have taken place with neighborhood organizations (e.g. Shingle Creek). Mr. Blin commented on the pre-proposal meeting and outreach to organizations like the Minnesota Council on Nonprofits.

C. City Department Engagement Task Force: Task Force Chair Clark provided a detailed report including that the Task Force is currently reviewing the City's best-practices checklist and guidebook on Community Engagement. So far they have noticed that they are lacking in engagement to underrepresented communities. Commissioner Pass requested that task force documents be shared. Commissioner Clark agreed that the NCR staff will send out the current guidebook to all commissioners. Commissioner McKnight arrived at the meeting.

D. Community Connections Conference: Director Rubedor gave an update to the commission on the current planning process. Registration is open and commissioners should register early and encourage neighborhoods and other organizations to attend the conference. Commissioners Roggensack and Lewis are participating on the planning committee, but were not present at the meeting. Director Rubedor provided an overview of the conference's workshops. The NCR has been stressing that the conference is FREE to all. The conference organizing has been going extremely well.

**8. NCR
Report/Proposed
Listening Sessions
(Informational)**

Summary: Council Member Cam Gordon shared with the commission his plans to organize two listening sessions in March and April to get feedback from the community on the City's current engagement practices. CM Gordon proposed these listening sessions to be a joint effort between the new Health, Environment and Community Engagement Committee and the NCEC. He is ready to move ahead with the dates and get the word out and would like to get the NCEC's approval.

Aisha Gomez from Council Member Cano's office attended and shared that CM Cano was unable to attend due to an annual meeting of a neighborhood in her ward. CM Cano met with a few commissioners last night. She wanted to ensure that we contextualize the meetings in the broader goals of community engagement and racial equity. Perhaps bringing together a larger group of stakeholders including groups that are doing the ground work. She suggests pushing back the meeting a few weeks in order to get the buy in from communities of color, the low income community, and communities of renters. Suggestion that it makes sense to make use of the

Community Connections Conference by having a flyer developed and bring in some of the nonprofits and community groups that are doing the work. The suggestion was made to push back the first meeting to the existing second meeting date.

Commissioner Comments:

- Commissioner Barthelemy then followed up with some of the discussion from the meeting the previous evening. He mentioned bringing in folks who are not engaged to understand what might help them get engaged. He suggested be more intentioned about who comes in.
- Commissioner McKnight asked about an integrated strategy. She was unclear why these meetings were happening? She asked about the end goal and how the information will be used. How will this work be connected to previous work done by the commission, and current work into this process? She asked if this information be used to develop a different strategy for the City or for neighborhoods.
- Commissioner Hortillosa spoke against the motion in favor of proceeding.
- Commissioner Jimenez spoke about the need to bring the right people to the meeting.
- Commissioner Wetjen said there already is an opportunity for people to address the City Goals. She really supports the motion.
- Chair Israel called for the question. The vote was held and there were 6 votes in favor and 2 votes against. Motion carried.

Motion: McKnight moves to postpone the March Listening Session meeting and set up a committee of the NCEC and H, E &CE to frame the purpose and outcomes of the meetings, Wetjen Seconds the motion, Motion carries with a vote of 6 commissioners in favor and 2 not in favor.

Members of the Listening Session Committee are:
Barthelemy, Jimenez, McKnight and Pass.

Adjourn

The February 25, 2014 meeting was adjourned by Chair Israel at 7:21p.m.