

Meeting Minutes *Unapproved*

Committee of the Whole February 17, 2016 at Crown Roller Mill

Meeting attendees: Denis Houle, Ishmael Israel, David Zaffrann, David Boyd,

Others Present: Gary Arntsen, Waite Park Community Council, Robert Thompson and Howard Blin, NCR Staff

Chair Israel opened the meeting at 5:10 PM.

Agenda Item 1 - Agenda

The agenda was approved.

Agenda Item 2 – Review of Draft Revisions to Community Participation Program Guidelines

Thompson described the process being followed in revising the Community Participation Program (CPP) guidelines. He then walked the Committee through the proposed changes. Points of discussion and comments from commissioners were as follows:

- 1) Under Section III B Ineligible Expenses, it was asked whether previous legal opinions which prohibited use of CPP funds for food and entertainment were still valid. Thompson responded that nothing had changed. It was noted that the Neighborhoods 2020 Committee has suggested finding a way to allow funding to neighborhoods for food.
- 2) Also under Section III B Ineligible Expenses, clarification was sought on the prohibition on “Donations to other organizations and sponsorships”. Thompson responded that donations by neighborhood organizations are not allowed under City policy under any circumstance. Sponsorships may be allowed under certain circumstances.
- 3) Under Section IV B Evaluation/Recommendation discussion centered on whether the NCEC should become more involved in approving CPP applications. There was concern from the NCEC about the manner in which approval of CPP applications was removed from the NCEC when the program was revised in 2012. An active role in the CPP by the Commission would provide a way for commissioners to become more involved with neighborhood organizations, particularly those commissioners elected from neighborhood districts. Thompson described some of the difficulties experienced when the NCEC was approving CPP applications, such as commissioners questioning the operations of neighborhood organizations.

It was noted that the Neighborhoods 2020 Committee has suggested submitting the applications for review to the NCEC district representative for that neighborhood. This would be a means of enhancing the staff review of CPP applications. Thompson asked if that approach might be burdensome for commissioners and slow down the process.

It was suggested that the guidelines include a more extensive description of the process and timing of review of applications.

- 4) The Committee discussed Section VI Standard and Expectations. It was suggested that the guidelines should replace the term neighborhood “member’ with “resident” Thompson explained how those terms are defined in state law. Since members of neighborhood organizations can include business owners in addition to residents, the more general term is used.
- 5) The Committee discussed Section VI D NCR Initiated Review of Neighborhood Organization Adherence with Guidelines. It was suggested that clarification be provided on how and why and outside party would be used to conduct “some or all of the reviews.

Agenda Item 3 – Discussion on How the Commission Does Future Community Outreach

Discussion on this item was continued.

The meeting adjourned at 6:45 PM

Submitted by Howard Blin