

## Standish-Ericsson Neighborhood Association

### Board Meeting Minutes

Monday, November 14, 2016

#### **ATTENDANCE:**

#### **APPROVED AS PRESENTED**

**Community Members:** Council Member Andrew Johnson; Katrina DeWitt, resident

**Board Members Present:** Erik Baxstrom, Betsy Born, Megan Dawson, Katherine Pederson DeLong, Susan Fall, David Kaplan, Molly McCartney, Luis Morales, Kelly Morrell, Emily Resseger, Nathan Shepherd

**Board Members Absent** (excused) Kassie Church, Andy Fuller, Paul Kolodge

**Board Members Absent** (unexcused): Marcie Golden

**Staff:** Bob Kambeitz, Shirley Yeoman

Molly McCartney, President, called the meeting to order at 7:02 p.m.

Everyone introduced themselves.

#### **Consent Agenda Items -- Items Previously Sent To the Board**

Motion was made by David and seconded by Nathan to approve the consent agenda, which includes the minutes of the October 10, 2016 meeting. Motion approved. Add Cedar & 47<sup>th</sup> to agenda.

**Elected Officials and Guests – Forum for City Council/County Commissioners/State Sen. or Reps or other officials to update on issues related to the neighborhoods**

- **CM Andrew Johnson**

- Election impacts on city are not yet known. Could be a loss of funding – LGA could be cut. Described rationale for LGA. Also idea of city not being a sanctuary city. Spoken pretty load and clear that that status won't be changing.
- Congrats to Ilhan Omar (his former policy aide) on her election
- SAC fees stalled at DFL Senate – maybe something will happen on that
- Groundbreaking for 38<sup>th</sup> & 28<sup>th</sup> happened – wrecking permits came through today. Demolition should start happening soon.
- Things moving forward with Met Council on 38<sup>th</sup> Station development
- Crosby place reopening – neighbors opposed – he wants to have a community meeting
- ? Anything you want from SENA - Nathan
  - We could host a meeting if we want.
- Working on retail space at 46th St Oak Station space – if you know interested businesses let him know
- Community meeting in Longfellow in January regarding 46<sup>th</sup> & Snelling. Plans are for new development including a grocery store - No specific grocer identified. Working with them on development. Working with owner of Falls Liquor. Possibility of streetcar on 46<sup>th</sup>. Met with CP RR – on getting tracks taken out – replaced with greenway
- ? Has met with HiLine people – connected them with Michael Lander
- We need to be thinking about industrial zoning – what does it mean for the city that our industrial zoning areas are shrinking
- ? Molly – Steve Frenz & Zorbalis mess – Updates?
  - City is taking adverse license removal – could take 4-5 years
- ? Bob – asked about old Rainbow site on Minnehaha
  - Purchased by David and Steve Wellington – Blue Line Flats;. Trying to get tenants right now. (Outside of ward 12)

## Action items

- **Approval of 2017-2019 CPP Proposal w/Budget** – we are approving the latest version of the proposal, not the one included in the Board packet.

### Discussion:

- David – how hard will it be to amend this plan if it is needed. Shirley – changes can be approved by the SENA Board and submitted to NCR. [See Attachment A](#)

Motion was made by Emily and seconded by Luis to approve the CPP Proposal as presented. Motion approved.

- **BDT – 42<sup>nd</sup> Street Traffic Concerns & 47<sup>nd</sup> & Cedar Development Concerns**
  - **42<sup>nd</sup> Street discussion** – crossing 42<sup>nd</sup> has been a neighborhood concern for a long time. Finally got bollards put in for traffic calming. Had a meeting last Thursday including city and county staff to talk about how it's working. About 15 people at the meeting to give input.
    - Biggest concerns location of stop sign at Nokomis. One block east is an intersection that leads to schools. Engineers didn't understand why there is a stop sign there now. Will do traffic counts and it could possibly mean stop sign is removed, rather than moved.
    - Engineers push back on stop sign between Cedar & 28<sup>th</sup>. The street is designed to move traffic through the neighborhoods.
    - Megan – thinks we should decide what we want and ask for it.
    - A lot of detailed discussion about the safety issues on 42<sup>nd</sup> St.
    - Are they going to do a speed study? There seems to be a difference in what city & county said about when that will happen.

**BDT is encouraged to continue working on this and engaging with concerned residents. BDT should come up with an action plan**

- **47<sup>th</sup> & Cedar concerns** – Proposed new development on the SW corner has raised concerns about the traffic patterns in this area. The proposal includes a drive-thru which has the potential to cause traffic snarls during already congested times.

BDT Committee is bringing a motion from committee that SENA approve sending a letter of support to Andrew Johnson regarding a traffic study at 47<sup>th</sup> & Cedar (because of new proposed development with drive-thru.) Motion approved. Amend to include CM Quincy.

## Financial Reports

- Current Financials – see the reports
  - Shirley reviewed the end-of-the-year projections report. Board action will be required in December to “rearrange” CPP line item balances.
  - Emily – We will have budget at December meeting

## Strategic Planning Update

At the Board retreat on Saturday, Nov. 5<sup>th</sup> Board Members were given an assignment to think about SENA's committee structure and discuss further tonight.

Molly reviewed some of discussion from the retreat, and then there was some general discussion about the current structure and how that could be changed.

Molly thinks we will need a 2<sup>nd</sup> mini retreat in January. She will try to get something scheduled before Thanksgiving. We may need to look at rescheduling the annual meeting.

Strategic Planning Committee should meet prior to the December Board meeting.

**Project updates:**

- Welcome Committee – putting together lists of resources
- SkillShare Events – done for this year. (Remove from agenda)
- Lake Hiawatha/Minnehaha Creek Water Quality project – Emily – she and Bob met with a consortium of people working on water quality. Shared information. Partnered with Hamline – they fliered every house in the neighborhood with information about the Adopt-A-Drain program. Anyone interested can contact them. A number of SENA residents have adopted drains. May apply again for next round
- Dokken Bldg Mural project - dedication this weekend – Molly suggested heaters. Baked goods from Baker’s Wife – might make a cake based on the mural. They are working on leasing Randy’s space for an ice cream shop. Molly asked Bob if he needed help on Saturday. Probably not.
- Façade Improvement Grants – application for new funds is in. Will most likely hear after the first of the year.
- Neighborhood Engagement – called Rob at Chris & Rob’s – next Happy Hour set for January 12<sup>th</sup> – not sure if it’s ready for postcard

**Other topics**

Nathan – other issues we might be able to engage people on are the Hiawatha Corridor and Cedar Corridor. Wondered how we would make a connection with other neighborhood groups. Shirley explained that that connection is already made through SUN and encouraged the Board to continue SENA’s involvement with SUN. Then you can get things on the SUN agenda and work together on things.

Friends of Roosevelt library board meeting

Holiday tree lighting coming up on December 4<sup>th</sup>. Are volunteers needed?  
Will need at least another 3-4 volunteers, more would mean less time demand for those who do volunteer.

Adjournment: Betsy moved; Emily seconded – adjourned at 8:35.

Minutes submitted by: Shirley Yeoman  
Shirley Yeoman, staff

Minutes approved, Dec 12, 2016 Molly McCartney  
Molly McCartney, President

Next regular meeting:  
December 12, 2016  
7:00 p.m. – SENA office

**SENA Mission Statement:**

The Standish-Ericsson Neighborhood Association brings neighbors together to build on the strengths of the Standish and Ericsson neighborhoods – stability, diversity and concern for others.

2017-2019 COMMUNITY PARTICIPATION PROGRAM  
Standish Ericsson Neighborhood Association Application

CONTACT INFORMATION:

Organization Name:	SENA – Standish Ericsson Neighborhood Association
Address:	1830 East 42 <sup>nd</sup> Street Minneapolis MN 55407
Website url:	www:standish-ericsson.org
Organization email:	office@standish-ericsson.org
Federal EIN:	41-1735421
Board Contact:	Name: Molly McCartney, President Phone: 612-220-8132 Email: <a href="mailto:mc_mccartney@yahoo.com">mc_mccartney@yahoo.com</a> Address: 3933 27th Ave S 55406
Staff Contact:	Name: Bob Kambeitz Phone: 612-721-1601 Email: <a href="mailto:bobk@standish-ericsson.org">bobk@standish-ericsson.org</a> Address: 1830 East 42 <sup>nd</sup> Street Minneapolis MN 55407

Who should be the primary contact for this application? Bob Kambeitz

Date of Board review and approval: November 14, 2016

## FUNDING ACTIVITIES.

Use the following questions as a guide for your application. For questions 1-8, please limit each response to no more than 3 paragraphs.

1. **Eligibility.** If your organization has not previously been funded through the Community Participation Program, please provide evidence of the organization's eligibility, as identified in Section II of the Guidelines.

SENA has received prior funding through the CPP program. We meet all of the eligibility criteria as outlined in Section II, A of the CPP guidelines. SENA:

- Represents the Standish and Ericsson neighborhoods of south Minneapolis in their entirety.
- Anyone who lives, works or owns property in the Standish or Ericsson neighborhood is welcome to participate (including voting) in SENA activities.
- No membership dues or attendance requirements are imposed.
- SENA holds monthly Board meetings which are open to the public, as well as additional special-focused meetings as the need arises. All committee meetings are open to the public. The only exception to open meetings would be in cases of employee or legal disputes, which to-date, have not occurred.
- SENA is legally incorporated in the state of Minnesota as a 501(c)(3) non-profit corporation. We have adopted by-laws, grievance procedures, conflict of interest policies, EOE/AA Plan, a Sexual Harassment Policy and Procedures, a Diversity Statement and an ADA plan and policy.
- A board of directors provides governance for the organization. Directors are elected annually at the SENA Annual Meeting. At this point all directors are neighborhood residents. The only non-residents who would be eligible to serve on the Board would be people who either own a business/property in the neighborhoods or who work in the neighborhoods.
- SENA has demonstrated we have excellent capacity for managing the funds. All reports are submitted in a timely manner. There are no reports due.
- SENA strives to represent the concerns of all segments of our population.

2. **Community participation efforts.** Describe proposed outreach activity in the neighborhood, and methods to involve residents and other stakeholders in one or more of the three key program purposes. How will you engage residents and other stakeholders of their neighborhood in developing a Neighborhood Priority Plan?

All of the activities SENA engages in are designed to identify and act on neighborhood priorities. That's what we do; it's our purpose as a neighborhood organization.

At the writing of this application SENA is in the middle of comprehensive strategic planning activities. We plan to have a fully developed plan ready to present to residents at our Annual Meeting in February. This means we cannot give details on all of our plans, but we do know we will continue to:

- Utilize available social media, Facebook, twitter, and our web page to distribute information, build community and increase the number of people we connect with.
- Use the Minneapolis *Standish Ericsson Neighbors Forum* on e-democracy.com and Nextdoor.com. Although these are not SENA-managed forums, they are effective

methods of communication among a wide mix of neighbors. We use the forums to notify neighbors of meetings or events, to solicit information or opinions and to pass on pertinent information that we receive in our office.

- Welcome all residents at SENA Board meetings to bring their neighborhood concerns to the governing body of the organization.
- Maintain contacts with Roosevelt High School and Northrop Urban Environmental Learning Center (K-5) and Folwell Performing Arts Magnet (K-8). We work cooperatively with the schools whenever possible.
- Rely on our long-term working relationships with staff at both neighborhood parks – Sibley Park and Lake Hiawatha Park.
- Be a partner with the Southside Star Community Garden.
- Support the West of the Rail Business Association as its parent organization, providing staff and partial funding for administration, grant writing, and event coordination.

3. **Building organizational capacity.** How will you work to: (1) provide opportunities for the direct involvement of members, (2) build your membership and volunteer base, (3) encourage and develop new leadership, and (4) expand the organization's capacity through self-assessment and other activities?

Since our membership is defined by the geographic boundaries of our neighborhood, we are really not able to see an increase in membership, although we do work towards seeing more involvement from those who make up our membership.

We are always working to increase our volunteer base. We are a volunteer-driven organization and we cannot continue to serve our neighborhoods without the involvement of those who live and work here. Neighbors who bring their concerns to SENA are supported in a variety of way, such as organizing and convening meetings, door knocking, and other advocacy.

Our current strategic planning process has, so far, involved a neighborhood online survey, identified stakeholder interviews and will be presented to the community at our annual meeting this winter. We will publish the results and will follow up those that provided their contact information in the survey with these results.

4. **Building neighborhood relationships.** Describe your outreach, networking and inclusivity efforts to: (1) build a sense of a whole neighborhood among residents, (2) build bridges among neighbors and diverse communities within the neighborhood, (3) work with other neighborhoods and organizations on issues of common interest, (4) build partnerships with private and public entities, and (5) benefit the neighborhood as a whole.

SENA continues to be an active partnering with six other neighborhood organizations in the “The SUN Project”. This project has already strengthened our connections with the neighboring organizations. We are excited to continue this collaboration.

Our connections with schools, churches and parks are defined elsewhere in this document.

We look forward to more direction to come from our Strategic Planning activities, coordinated by Roger Meyer Consulting, Inc. and their final report which we will present to the neighborhoods at our Annual Meeting in February.

- 5. Work with City departments and other jurisdictions.** Discuss your efforts to connect with City of Minneapolis departments and other jurisdictions on behalf of your community and in support of your neighborhood priorities. Please also discuss how the NCR Department can help with this work.

In the last year, SENA has worked on a number of issues that we have connected with the City of Minneapolis and other organizations. One topic is water quality of Lake Hiawatha and Minnehaha Creek. Last winter, SENA worked with the City of Minneapolis, Minneapolis Park and Recreation Board, and Minnehaha Creek Watershed District to convene a neighborhood meeting about neighbors' concerns about water quality. Staff from these organizations attended, presented information, and answered questions about the different roles and responsibilities these organizations have in keeping surface water clean. SENA was able to secure a Hennepin County Green Partners grant as a result of the community identifying water quality as a priority.

The NCR could help with this type of work by creating an inventory of neighborhood issues with contact information for further help. Creating a roadmap of government contacts for neighborhoods would be a great way to demystify bureaucratic organizations and reduce the time and effort that neighborhood groups put into this work.

- 6. Involvement of under-engaged stakeholders.** Discuss which stakeholder groups are typically un-engaged or under-engaged in your work, and how you will work to involve those groups. Please also discuss how the NCR Department can help with this work.

The 2000 and 2010 census figures show our neighborhoods to be very stable with little significant change over the decade. The 2010 census shows an owner-occupancy rate of nearly 80%.

Although it may not show up in census statistics for several years, we know that one area of change in our neighborhood statistics will be an increase in renters. Three new apartment complexes have opened in the last three years (The Waters of Minnehaha, Station 38 Apartments, Oaks Station Place). Another will be breaking ground this fall. These units bring nearly 300 new residences to our neighborhoods.

The 2010 Census also shows an increase in the Latino population in our neighborhoods. Because our neighborhood schools' boundaries go outside of Standish and Ericsson, our student population is more diverse than the population that lives in the neighborhoods. There are opportunities to partner with our schools for better engagement on issues important to all Minneapolis.

We anticipate that our Strategic Planning will provide direction to help us work to involve these under-engaged residents.

7. **Unused funds.** Discuss how you plan to use unused funds from the previous cycle for community engagement or implementation of neighborhood priorities  
SENA may have a very small amount (less than \$5,000) remaining of our 2014-16 funds. If there are funds remaining we would like to move those into the 2017 portion of this budget cycle to be used to cover staff time or engagement around the strategic plan.
  
8. **Policies and other documents.** Applications should include copies of required policies and documents, if changed since your previous application. This should include bylaws, grievance procedures, personnel procedures and policies, EOE or AA plan, ADA plan and policy, and a current board list (Contact your Neighborhood Support Specialist at NCR if you have questions or need samples).  
  
SENA By-Laws were amended on January 11, 2016. A copy of the amended by-laws are attached. Other documents are unchanged.
  
9. **New organizations.** If your organization was not funded in the previous year, a report on the previous year's activities must be included with your application.
  
10. **Budgets.** Please use this budget template when submitting your Community Participation Plan for approval. Your budget should show how Community Participation Program funds will support the organization's community participation work and an amount set-aside, if any, for implementation of Neighborhood Priority Plans. An annual budget for the organization should also be provided.

Please note that not all expenses are eligible for reimbursement. Expenses related to neighborhood celebrations and events are only eligible if the event's purpose is to increase neighborhood awareness and involvement in the organization's planning and implementation efforts. Expenses such as pony rides, food and entertainment are not eligible for funding and will not be reimbursed.

Expenses related to projects may only be eligible if they are related to implementation of an approved Neighborhood Priority Plan, and are identified in a CPP, NPP or NRP contract.

Contact your Neighborhood Support Specialist at NCR for further details.



ESTIMATED BUDGET						
	76420	2017	2018	2019		
Staff Expenses		\$ 47,960	\$ 49,460	\$ 50,460		
Salary & Taxes	\$ 47,000		\$ 48,500	\$ 49,500		
Payroll service	\$ 960		\$ 960	\$ 960		
Employee Benefits		\$ 5,400	\$ 5,400	\$ 5,400		\$ 5,400
Health reimbursement	\$ 5,400		\$ 5,400	\$ 5,400		\$
Professional Services		\$ 2,000	\$ 2,000	\$ 2,000		\$ 2,000
WRBA Coordination	\$ 2,000		\$ 2,000	\$ 2,000		
Occupancy		\$ 12,000	\$ 12,000	\$ 12,000		\$ 12,000
Rent	\$ 9,600		\$ 9,600	\$ 9,600		
Utilities & Phone	\$ 1,400		\$ 1,400	\$ 1,400		
Insurance	\$ 1,000		\$ 1,000	\$ 1,000		
Communications/Outreach		\$ 5,600	\$ 4,600	\$ 4,060		\$ 4,060
Mailings/Postcards	\$ 5,600		\$ 4,600	\$ 4,060		
Supplies and Materials		\$ 600	\$ 600	\$ 600		\$ 600
Directors & Officers Insurance thru NCR		\$ 900	\$ 900	\$ 900		\$ 900
Festivals and events		\$ 1,960	\$ 1,460	\$ 1,000		\$ 1,000
Community meetings TBD	\$ 1,960		\$ 1,460	\$ 1,000		
Development (staff time included above)		\$	\$	\$		\$
Fundraising (activities and training)						
Other Services		\$	\$	\$		\$
Neighborhood Priorities						
TOTAL:		\$ 76,420	\$ 76,420	\$ 76,420		\$ 76,420
			3-year total			\$ 229,260

**Notes:**

- Staff expenses should include payroll, FICA, and withholding, and contract staff.
- Employee benefits should include any health insurance, retirement, or other benefits.
- Professional services should include the cost of temporary contractors, bookkeepers, accountants, etc.
- Occupancy should reflect costs related to rent, utilities, phone, websites and email expenses, and other similar expenses.
- Each neighborhood organization is required to acquire General Liability Insurance and provide a certificate of insurance to the City of Minneapolis. Please contact your Neighborhood Support Specialist for details on required coverage and limits.
- NCR organizes bulk purchase of Directors and Officers Liability insurance for most neighborhood organizations. An additional \$900 is allocated to each neighborhood organization to cover the cost.
- Communications/Outreach should include costs of publications, printing, postage, delivery, flyers, etc.

- Translation, interpretation and ADA support should be included as part of the neighborhood organization's budget, and could include the cost of contract services for translation and interpretation, or accommodations required under the ADA.
- Supplies and materials should include office supplies as well as expenses for supplies related to ongoing programs such as block patrols, etc.
- Meetings and community building events can include those costs related to community meetings and events (excluding food and entertainment).
- Development expenses could include costs related to training, education, recognition, or orientation for board, staff and volunteers.
- Fundraising could include any costs related to fundraising for your organization (hiring of consultants, costs of materials, postage, events, etc.).