



PPA Community Meeting

Regular Meeting: May 22, 2017, 6:30-7:30pm

Prospect Park United Methodist Church, 22 Orlin Avenue SE

Board of Directors Present:

1. *Richard Adams*
2. *Eric Amel*
3. *Phil Anderson*
4. *Jeff Barnhart*
5. *Viswa Challa*
6. *John Cushing*
7. *Dick Gilyard*
8. *Del Hampton*
9. *Ken Hampton*
10. *Martha Joy*
11. *John Kari*
12. *Lydia McAnerney*
13. *Vince Netz*
14. *John Orrison*
15. *Reed Polakowski*
16. *Dick Poppele*
17. *Serafina Scheel*
18. *John Wicks*

Board of Directors Absent:

1. *Judy Britton*
2. *Tony Garmers*
3. *Tamara Johnson*

4. *Dick Kain*
5. *Eric Lueneburg*
6. *Sarah Nassif*
7. *Peggy Rejto*
8. *Robert Roscoe*
9. *Ladan Yusuf*

Community Members Present:

1. *Julie Wallace, Land Use Committee member*
2. *Trina Porte, Land Use Committee member*
3. *Taylor Vraney, MN Daily*
4. *Meredith Poppele, PPA member*
5. *Preston Mosser, Prospect Park Properties*
6. *Aloida Zaragez, PPA member*
7. *Jesse Zaragez, PPA member*
8. *Elizabeth Sandberg, PPA member*
9. *Kate Needleman, PPA member*
10. *Julie Parry, PPA member*
11. *Doug Parry, PPA member*
12. *Jim Erickson, PPA member*
13. *Michelle Carter, PPA member*
14. *Charles Jorgensen, PPA member*
15. *Cam Gordon, Ward 2 City Council Member*
16. *Jessica Buchberger, PPA Program Manager*

1. **Call to Order and Welcome.** *Vince Netz*, Chair and PPA President, convened the meeting at 6:34pm and reviewed the agenda with the attendees.
2. **Announcements:**
 - A. **Summer Concert Series in Prospect Park.** *Lydia McAnerney*, a PPA Director, announced that the first Summer Concert—a Sing-along with *Linda Breitag* and *Ray Mekeever* took place last week on May 9, 2017 (Prospect Park Methodist Church). Upcoming community concerts will be held the second Tuesday of each summer month: June 13, 2017 (Pratt Elementary Amphitheater) Machinery Hill; July 11, 2017 (Pratt Elementary Amphitheater) Firefly Forest;

August 8, 2017 (Luxton Park) *Siama Matuzungidi*, a Congelese performer and drummer plus other activities including a musical instrument petting zoo, dancing, food trucks, and children's activities, annual school supplies, and community resources tables.

The series is supported by the community and neighborhood businesses.

- B. **SE Senior Taste of Southeast Fundraisers.** *Lydia McAnerney*, a PPA Director, announced opportunities remaining in fundraising events offered at the April 29, 2017 Taste of Southeast event. They are: a Surly Destination Brewery back of house tour, June 5; a wine tasting on Bastille Day, July 14; and a wine and cheese tasting event at *John and Nan Kari's* in July.
- C. **Pratt Ice Cream Social Volunteers Needed:** *Jessica Buchberger*, PPA Community Outreach Coordinator, announced a request for volunteers for the Pratt Ice Cream Social to be held on Friday, June 2, 2017.
- D. **Prospect Park Home Tour:** *Jessica Buchberger* announced that planning has just begun for the 2nd annual Prospect Park Home Tour on Saturday, October 7, 2017. An invitation to join the task force was extended. Contact *Jessica Buchberger* or *Lydia McAnerney*.
- E. **Good Neighbor Fund Update:** *Vince Netz*, PPA representative to the University of Minnesota Good Neighbor Fund, announced three selections for funding were sponsored by PPA. They are:
 - 1. **Marketing for Southeast Seniors:** Banners, runners, and lawn signs to help SE Seniors raise community awareness about their health services and provide a professional look at fundraising events. Thanks to *Marji Miller*, *Jessica Buchberger*, and *Lucas Sorbo*. Local partners are PPA, and Tierney Brothers.
 - 2. **Hanging Gardens of Prospect Park:** 40 plus planters sprucing up the "Television Building" ramp facing Prospect Park LRT station. The green wall will serve as a teaching opportunity for students and a demonstration project for storm water reuse in the new 4th Street Towerside Innovation District system. Architectural design by *Dick Gilyard*, landscape design by *Del Hampton*, boxes by *Willie Willette*, installation by students and volunteers. Local partners are 2829 University LLC, Prospect Park Community Gardens, Prospect Park Garden Clubs, Willette Works, Venture Academy, and Barr Engineering.
 - 3. **University Avenue Bike Racks and Fix-it Stations:** Twelve Prospect Park themed racks at four business locations, including two fix-it stations on each neighborhood end of University Ave. Thanks to *Jeff Barnhart*, *Derek Graham*, *Clay* and *Mia Lambert*, *Tina Rexing*, and especially *Jessica Buchberger* for managing the various requirements. Local partners are Dero Works, Prospect Park Properties, Metro Petro, Signature Cafe, and T-Rex Cookies.

Thanks was expressed to the proposers for their effort followed by applause by those present.

- 3. **Towerside and PP2020 Presentation.** *Vince Netz*, introduced the neighborhood development update presentation. Projects are underway all around the neighborhood. Past updates have been open-house style at Surly Destination Brewery. Although these may well continue, tonight's primer and update is intended to fill the interim. The remarks are structured in three parts: status

today, how we got here, and how four organizations came to be: PPA Land Use Committee, PP2020, Towerside Innovation District, and University District Alliance (UDA).

Part 1: Status Today. *John Kari*, a PPA Director, led off remarks with the ‘where we are today’ segment and addressing questions such as: What is this big building? What is going on here? With constant change afoot, how did we as a neighborhood help guide the change that is going on. Basis. The neighborhood association does not have deep pockets. We only have ability to say yes or no to represent our position. For instance, with proposed LRT in the early 2000’s, the realization was that it’s coming regardless. If we opt not to give guidance as to what we as a community wanted, then developers would do what they wished with their parcels. *Mr. Kari* walked the community through a series of developments and indicated what is reflected in the original vision.

A case study of the LRT station area was presented. On the site of the former Overflow Café, The Rise housing development and grocery store are under construction.

The PP2020 “daisy” diagram was displayed. It worked to define what was our neighborhood vision for neighborhood expansion north of University Avenue SE. Petals of the daisy include lifelong learning, diversity and equity, economic competitiveness, research and innovation, active lively public realm, health living, environmental resilience and sustainability, and a culture of creativity.

A map of the neighborhood was shown. Starting with the core of new development possible at the Prospect Park LRT station, the neighborhood wanted this new urban village to be different from other parts of the city, to be woven into the historic old part of the neighborhood, and to improve the neighborhood’s overall quality of life.

First, the neighborhood needed a grocery store that fits the character of the neighborhood. A consultant said we had enough neighborhood size to support a convenience store—and that is what we have with SuperAmerica, Metro Petro, CVS, and Schneider Drug. The full-scale grocery store type required more people and thus more housing. Nearly a thousand new units at last count are in the works—The Rise being one of them. Prospect Park also benefits from St. Paul growth as well as University of Minnesota growth. Importantly, residential types are mixed: families, seniors, luxury, market rate, and affordable. For instance, Aeon’s developer proposal is affordable for workforce. The Oppidan proposal is market rate for seniors, assisted living, and memory care. In sum, the neighborhood did not have a check book, we had a vision.

Second, more green space was envisioned as a framework for livability. The question was how to achieve a green, more resilient, and sustainable neighborhood. Green Fourth—a green street from Malcolm Avenue SE. to the university campus at 23rd Avenue SE—is planned to handle stormwater without runoff. Working with the Mississippi Watershed Management Organization (MWMO), how to accomplish the vision? PPA created the process of the memorandum of understanding (MOU) with developments along the street and which frames how we get development to match the values we defined. Triangle park: community garden planted a stake in the ground. Then Green Fourth was made denser. Car parking was determined to be hidden below grade adding cost to the projects, but an urban development goal. Transitway crossing and better connection to the Surly side was a goal. Assuring that the north area would have sidewalks and be a walkable neighborhood was a goal. Comment was that University Avenue SE does not present as a walkable street. 4th Street SE is intended to be more the focus.

Third: more jobs. The area was a part of the Southeast Minneapolis Industrial area (SEMI). The industry here used to provide jobs. The economy has changed. The rail is reshuffling. We switched aim to technology jobs. In crafting our development MOUs, how do we transition into development that supports jobs? For example, the historic Harris Machinery Building: PPA stood up to keep, the developer is working to make a diverse a food court. Also, the Midwest Climbing Academy climbing wall project will contribute jobs and activity to the neighborhood. We seek housing, green space, resilience, and jobs.

Part 2: How We Got Here. A brief recap of how the Association got here was shared.

PPA (Prospect Park Association) > 1901, 2006. Historic neighborhood, LRT Planning, etc.

UDA (University District Alliance) > 2008, formed by the Legislature, focused on common issues at the University of Minnesota.

PP2020 (Prospect Park 2020) > Proactively advance community-endorsed vision to support the PPA and work on a daily basis to get partners to do the things that the Association wants. Works with Public Works and Ward 2 Councilmember *Cam Gordon*.

PP North (2015) > Towerside (2016) formed by PP2020 to get the big infrastructure. The Stormwater, the road, etc. Formed with partners as a 501.c.3 at the district scale from the University of Minnesota east to Minnesota State Hwy 280.

Part 3: Going Forward. *Dick Gilyard*, a PPA Director and PP2020 President, explained:

A) Towerside Innovation District Partnership is “the Hardware.” It offers the clout we need to get systems and infrastructure, and to hold the city to those agreements.

B) PP2020 (Prospect Park 2020) is the “the Software.” Lifelong learning, arts and culture, health, etc. are envisioned.

C) UDA (University District Alliance) is the University of Minnesota interface. Joint planning around common issues at the seams

D) PPA (Prospect Park Association) is the official community voice comprised of homeowners, renters, students, nonprofits, and businesses.

Christina Larson, PPA Past President, wrote a memorandum to the City defining the goals we want. PP2020 was formed to handle the day to day development. PPA knew that the neighborhood needed to be proactive: recruited *Omar Ansari* and Surly Destination Brewery, Cornerstone Development, and then Prospect Park Properties (PPP).

The big systems require the county, the city, the developers. The Green Fourth project betterments are numerous. All the premiums to be paid for from sources other than the city. The design made and paid for by PP North. The properties are bound to the street via legal agreement in perpetuity.

We knew development would extend into Saint Paul and to Hwy 280. A MOU with 35 partners formed a vision statement. A catalytic environment. Development specialist. When presented to the city, it does not follow the rules. So, a new construction was proposed in the City of Minneapolis as an Innovation District. The City of Saint Paul passed a similar resolution and

together bundled a larger district together that straddled city boundaries. Now called the Towerside Innovation District, a national model for a thriving, equitable urban community.

Textile Center: an arts institution the neighborhood wants to keep. And the Textile Center wants to stay, yet they need parking and want to enlarge. The Textile Center has hired *David Salmela*, FAIA, to transform the existing facility.

Dominium Development: The Land Use Committee is looking at the property and potential development east of Emerald Street SE in Saint Paul together with Saint Anthony Park neighborhood. Plans have been seen, and the current status is not liked at all. The community is fine with the density, but it is currently a 500-foot-long building. Dominium is characterized as a challenging developer with which to collaborate, yet the Association hopes to influence the design.

Dick Gilyard concluded with forward-looking thoughts about the big opportunity to influence the master framework. EXPO 2023 for instance. If it were to occur in Prospect Park, then the rush will be to design toward a World's fair, whereas we need to plan beyond the fair's closing.

The floor was opened to the community for discussion and comments: *Trina Porte*, a Land Use Committee member, asked how can folks be involved and heard in the process. *Vince Netz* added that a piece to touch on in a reboot mode. The PPA Board has nominated *Eric Amel*, PPA Secretary, to participate on a joint planning task force with the University of Minnesota. There representatives have come to a land use committee meeting. *Mr. Netz* is excited to be on the ground floor. The Land Use Committee is the only official community engagement platform recognized by the City. *Richard Adams*, a PPA Director, echoed that it is all amazing given that we control no funding on development. *Mr. Gilyard* stated that this due to our work. It must be integrated, it must serve the whole of Prospect Park. *Mr. Kari* asked rhetorically how do we bind new housing units with the existing neighborhood? The ability to safely cross University Ave SE and the desired walkability experience are issues. Events will be harness to bring together the whole neighborhood. Looking toward once a month. *Serafina Scheel*: Venture Academy. *Julie Wallace*, a Land Use Committee member, commented on the Fourth Street SE that is already part of the Towerside area—could we look again at what our vision is as there are many other developments potential in the future, and what is the plan? *Trina Porte*, a Land Use Committee member, commented on the discussion. *Viswa Challa*: defends easy access. Has not been barred. *Aloida Zaragez*, a PPA member, said this was the first she had heard of the Aeon project, etc. How does it fit in. *Cam Gordon*, Ward 2 City Councilmember, thinks we have leverage as they want something from the city. *Jessica Buchberger* talked about the importance of inviting people into the room and into the discussion. *Dick Gilyard* said this is the time that the city is redoing the comprehensive plan and interprets this as the time to do further study and engagement. *John Wicks*, a PPA Director and Chair of the Land Use Committee, said he recalled that what has been shown has been planned and approved years ago, and that this is all implementation over many years. And it is private land. *John Orrison* recalls townhouses were a housing type discussed for Fourth Street SE. But the land is so valuable, it went bigger. Why is not possible to stay at four stories per zoning? *Vince Netz* concluded that the meetings are open, per requirements, they are advertised, and sometimes the folks do not show up. *Gilyard* closed the discussion period saying the neighborhood is fortunate to have significant design talent engaged in Prospect Park projects.

4. **Adjourn.** The meeting adjourned at 7:49pm.



PPA Board of Directors

Regular Meeting: May 22, 2017, 7:30-8:30pm

Prospect Park United Methodist Church, 22 Orlin Avenue SE

1. **Call to Order and Regular Agenda.** *Vince Netz*, Chair and PPA President, called the meeting to order at 7:56 pm. A quorum of the Board of Directors attended. *Mr. Netz* introduced the published Regular Agenda for consideration. Motion to approve *John Orrison*. Second *Dick Poppele*.
2. **Consent Agenda.** *Vince Netz* presented the Consent Agenda for approval consisting of:
 - Committee Reports/Minutes
 - Neighborhood Relations and Outreach (NROC) Committee, May 11, 2017
 - Management Council, May 15, 2017
 - Transit and Safety Committee, April 18, 2017
 - Livability Committee, April 25, 2017
 - Midwest Climbing Academy MOU, May 9, 2017

Richard Adams moved to approve the Consent Agenda. Seconded. The Consent Agenda was approved by acclamation.

3. Organizational Business

- A. **Ice Cream Social: Memorandum of Understanding.** *Vince Netz* updated the board on the current Ice Cream Social organizational business:
 1. **Signed MOU.** MOU with Pratt PTO Council is agreed to and signed.
 2. **Volunteer Recruitment.** Volunteers to help with the event are sought. PPA is in charge of food and need folks for cleanup. Posters are printed. Help is needed stapling to telephone posts, distributed to businesses, and take to student residences for posting by staff.
 3. **Advertising.** An influx of visitors is taking place and attractive to bringing on local business partners to help sponsor the annual event.
- B. **Office Space / Rent Task Force Report.** *Richard Adams* reported that PPA has all the leases signed, except Towerside, for the shared office space at 2828 University Avenue SE, Suite 200. Rent is covered fully through the end of June, 2017. Then to stave off the other \$500 per month obligation agreed to by the Board of Directors, the Association needs to arrange some additional tenants. There are some lines in the water. Improvements to the office space are planned to occur in the near term. No questions regarding the update were noted.

C. **Development Task Force Report.** *Serafina Scheel*, PPA Treasurer, presented recommendations of the Development Task Force. The task force included *Dick Poppele*, *Viswa Challa*, *Del Hampton*, and *Martha Joy*. There are two challenges both involving a framework for fundraising. With the city changing the funding model in 2020, we need to be proactive, so the Association is not relying on one main funder. A third challenge: the fund campaign Prospect Park Forward funds and what to do with that \$18,000. A summary of the findings:

1. **Create a Strategic Plan.** Appoint a board member to lead a three-month process (July-August 2017) to create a strategic plan outlining neighborhood priorities. Incorporate existing survey and NRP priorities process. Engage a variety of neighbors in a variety of ways, aligning with the Neighborhood Relations and Outreach Committees outreach efforts. *Serafina Scheel* has volunteered to do this should no one else step forward.
2. **Create a Development Committee.** The committee would be charge with executing the Development Framework:
 - Diversify funding to include individual giving, events, corporate sponsorships, foundation grants, and government funding.
 - Community events leads to connections which leads to increased support.
 - Meet at least quarterly, include committee chairs and volunteers with specific skills and relationships to work the framework with a coordinated fundraising schedule/plan
 - Targeted individual giving campaign at end of 2017.
3. **Explore donating Prospect Park Forward fund to the Legacy Fund.**
 - Was \$18,000 but not enough to build the intended endowment.
 - Fits project base goals and priorities of the donors.
 - The Legacy Fund is currently funding projects in Prospect Park, and we do not have to create a new process.
 - Requires a Memorandum of Understanding outlined.

Dick Poppele moved:

Resolved, the Prospect Park Association accepts the findings of the PPA Development Task Force Recommendations Report dated May 10, 2017.

Seconded. Discussion: *Eric Amel*, PPA Secretary, asked about the coordinated fundraising campaign which seemed important. *Serafina Scheel* responded that is included in the longer documents. Discussion ended, and a vote was taken. The motion was approved by acclaim.

D. **Summer Concert Series Update.** *Lydia McAnerney* groused the concert series. How do we get folks to attend? I would love for people to come and bring their neighbors. *Viswa Challa* commented on social media. Someone mentioned food. *Vince Netz* asked if this was a hint about board participation. *Lydia McAnerney* wants folks to come. *Del Hampton* talked about coordinated means for announcing the concerts. The Neighborhood Relations and Outreach Committee may want to review from a strategy standpoint. *John Wicks* is extremely busy on Tuesday nights, thus maybe another night would be good. *Dick Gilyard* commented that there is so much going on. Is it the right product? World changing so fast. Is it what is wanted?

- E. **Staff Report.** *Jessica Buchberger*, PPA Community Outreach Coordinator, briefed the board on the Neighborhoods 2020 World Café.
- F. **Staff Performance Review.** *Vince Netz* said that prior resolution directed that *Jessica Buchberger*, PPA Community Outreach Coordinator, participate in a performance review prior to Board approval of increased salary. *Mr. Netz* outlined the review process first, and said if the Board wished to go into detail, a closed meeting to discuss would be appropriate.

The conducted Employee Review Process took stock of the employee's base job duties and results; additional job duties and accomplishments; and "360-degree feedback" from key leaders: 15 questions in standardized areas from the Minnesota Council of Nonprofits, twelve surveys sent with eight returned, and feedback organized around themes. A salary comparison was completed and job functions were listed. The 360-degree feedback identified leadership, interpersonal skills, problem solving, motivation, and efficiency.

Netz views process favorably, is satisfied on how it was conducted, and views the Board's obligation prior to giving a raise in salary as complete. The raise would be retroactive in the wake of this process.

The floor was opened for discussion: *John Wicks* commented that performance goals do not appear to be established. *Netz* responded that goals are somewhat embedded. *John Kari* asked if a motion is needed to accept the findings. *Richard Adams* spoke against a motion; that this is merely reporting back on a past resolution. *Lydia McAnerney* asked for a summary conclusion whether the review was deemed positive. "Yes," *Netz* responded.

Netz then introduced a proposal to promote *Jessica Buchberger* to Program Manager for the Association, making the case that *Ms. Buchberger* is tasked with many functions: maintaining the website; the fiscal management component; and event planning, which was at first the annual meeting, and now more: the home tour, and Pratt Ice Cream Social. And in one of *Buchberger's* key roles as representing the Association, a promotion raises her profile both within the organization, and outside the organization.

Richard Adams moved:

Whereas, Jessica Buchberger has worked with our organization for the past four years as Community Coordinator and demonstrated a clear commitment to the complex needs of the neighborhood we serve. And whereas during this time, she has also taken on increasingly important roles in project management, finance, and organizational leadership,

Resolved, the Prospect Park Association promotes Jessica Buchberger to the position of Program Manager of Prospect Park Association.

Second. Discussion. *John Wicks* contends the title is vague. *Dick Poppele* suggested to include "Community" to read "Community Program Manager." *Martha Joy* said it is important to acknowledge "Manager." Previously, *Ms. Buchberger* was Events and Communications Manager at Longfellow Community Council. Looking forward, the Board needs to form job descriptions all around. *Del Hampton* asked about pay grade as a means of defining the role. This level of detail or consideration has not been established. When asked directly to confirm that she is great, *Jessica*

Buchberger confirms that she is great. *Jeff Barnhart* supports the role. Several board members spoke up to support the common professional parlance of “Program Manager.”

John Kari called the question. All were in favor of ending debate and calling for a vote on the motion. A vote was called on the original motion: For—17, Against—1 (*John Wick's*), Abstained—1 (*Vince Netz*). Applause followed the vote affirming appreciation of *Jessica Buchberger's* role and importance to the Association. *Vince Netz* will issue a press release announcing the promotion.

4. **Other Business.** Looking ahead:

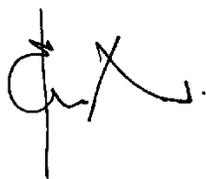
A. **Finance 990 Penalty.** *Vince Netz* said the 990 non-filing penalty was waived thanks to calls made by *Jessica Buchberger*. An extension will be filed. News was shared that the PPA accountant is ill. A replacement should be considered. *Serafina Scheel* gave more comments on documents going forward.

B. **Articles of Incorporation.** *Vince Netz* said necessary revisions to the organization’s Articles of Incorporation is set for the June regular meeting agenda. Old. An item required by government is missing. The document is boilerplate but we need to re-incorporate. This is up-coming business.

C. **Financial Policies.** *Vince Netz* said a financial policies discussion and resolution is set for the July regular meeting agenda. This business is about the 2016 Procedural Audit and the subsequent February 27, 2017 board resolution to form a task force to complete needed procedural and policy improvements identified in the audit. The task force’s draft policy document titled “Prospect Park Association Draft Financial Policies” was submitted in this meeting’s board packet to allow extended review by members of the board.

1. **Adjourn.** *Richard Adams* moved to adjourn the meeting. Seconded by *Martha Joy*. Unanimously approved on a voice vote. The meeting adjourned at 8:51 pm.

Respectfully submitted:



Eric Amel
Prospect Park Association Secretary

APPROVED by the Board of Directors, September 10, 2018.