



PPA Community Meeting

Regular Meeting: February 26, 2018, 6:30-7:30pm

Prospect Park United Methodist Church, 22 Orlin Avenue SE

Board of Directors Present:

1. *Eric Amel*
2. *John Cushing*
3. *Del Hampton*
4. *Claire Haskell*
5. *Dick Kain*
6. *Susan Larson-Fleming*
7. *Lydia McAnerney*
8. *Vince Netz*
9. *Robert Roscoe*
10. *Serafina Scheel*
11. *Johnathan Schuster*
12. *Isabelle Wattenberg*
13. *John Wicks*

Board of Directors Absent:

1. *Phil Anderson*
2. *Jeffrey Barnhart*
3. *Susan Larson-Fleming*

Community Members Present:

1. *Dick Gilyard, PPA member*
2. *Richard Adams, PPA member*
3. *John Orrison, PPA member*
4. *Julie Wallace, PPA member*
5. *Susan Anderson, PPA member*
6. *Dan Marshall, PPA member*
7. *Sigrid D. Coats, PPA member*
8. *David A. Coats, PPA member*
9. *Jerika Eppet, PPA member*
10. *Joe Ring, PPA member*
11. *Kari Simonson, PPA member*
12. *Jay Williams, PPA member*
13. *Chris Meyer, District 1 Parks Commissioner*
14. *Adam Barsness*
15. *Stephen Klimek, Towerside Innovation District*
16. *Preston Mosser, Prospect Park Properties*
17. *Steve Zimmer, Luxton Park Rec Center, Dir.*
18. *George Abdullab, Minnesota Student Assoc.*
19. *[Illegible]*
20. *Jessica Buchberger, PPA Program Manager*

1. **Welcome, Review Agenda.** *Vince Netz*, Chair and PPA President, convened the meeting at 6:30 pm. and reviewed the agenda with the attendees.
2. **Announcements.** *Vince Netz* and *Jessica Buchberger*, PPA Program Manager, made several announcements.
3. **Minneapolis Parks & Rec Board District 1 Representative.** *Vince Netz* introduced *Del Hampton*, Environment Committee Chair, and *Chris Meyer*, newly elected representative for the Minneapolis Parks and Recreation Board District 1.
4. **Adjourn.** The community meeting adjourned at approximately 7:30 pm.



PPA Board of Directors

Regular Meeting: February 26, 2018, 7:30-8:30pm

Prospect Park United Methodist Church, 22 Orlin Avenue SE

1. **Call to Order.** *Vince Netz*, Chair and PPA President, called the meeting to order at approximately 7:30 pm. A quorum of the Board of Directors attended.
2. **Consent Agenda.** *Mr. Netz* presented the Consent Agenda for approval consisting of:
 - Committee Reports/Minutes
 - PPA Land Use Committee, August 3, 2017; September 12, 2017; October 3, 2017; November 6, 2017; December 5, 2017.
 - PPA Neighborhood Relations & Outreach Committee (NROC), Dec. 14, 2017.
 - PPA Environment Committee, December 12, 2017.
 - PPA Livability Committee, January 10, 2018.
 - PPA Management Council, January 15, 2018.

Approval of the Consent Agenda was moved by *John Kari* and seconded. Discussion: *Dick Kain* made a plea for better committee meeting minutes citing misspellings, incomplete names, need of addresses for Land Use Committee minutes, etc. Discussion closed, and a vote taken. The Consent Agenda was approved by acclamation.

3. **Regular Agenda.** *Vince Netz* presented the Regular Agenda for approval as published. *Serafina Scheel*, PPA Treasurer, asked to add a new item under the treasurer's report regarding formation of a board elections task force. *Jessica Buchberger*, PPA Program Manager, asked to modify her staff report. Approval of the Regular Agenda was moved and seconded as amended. No discussion. The Regular Agenda was approved as amended by acclamation.

4. Organizational Business.

A. Letters Regarding Development. *Mr. Netz* introduced

1. **Response to Prime Place Issue.** (117 27th Ave SE). *Jane Burnham*, Livability Committee Chair, introduced *George Abdullah*, Local Government and Legislative Affairs Coordinator, Minnesota Student Association, who requested a resolution by the board in support of a lease reform bill providing bona fide lease details and prohibiting binding arbitration in residential leases being co-sponsored by the Minnesota Students Association, *Ilban Omar*, Minnesota House Representative District 60B, and *Kari Dziedzic*, Minnesota Senator District 60. Motion by *John Kari*, a PPA Director:

Resolved, the Prospect Park Association approves and supports the following:

A Resolution to support Lease Reform Legislation.

Whereas: *The stated mission of the Prospect Park Association is to promote the health, safety, and general welfare of the Prospect Park neighborhood.*

Whereas: *74 percent of the Prospect Park neighborhood is consisted of community members who rent their living space.*

Whereas: *A lack of transparency among landlords has culminated to construction, occupancy, and leading issues around “The Arrow”;*

Whereas: *The issues have led to an unsafe and unstable living environment among many Prospect Park residents.*

Whereas: *The lease reform legislation sponsored by Representative Ilban Omar and Senator Kari Dziedzic will seek to address the concerns raised by requiring landlords to:*

- 1) Provide a written lease that identifies the specific unit the residential tenant will occupy before the residential tenant signs the lease;*
- 2) Provide a written lease that must identify the date a tenant can occupy and take possession of a residential unit and the date the tenant must vacate the residential unit;*
- 3) Indicate on the lease whether or not the rent is prorated if the lease requires the tenant to move in or out of the residential unit on a date other than the first or last day of the month;*
- 4) Provide, on the first page of the lease, the information stated in lines 2 and 3;*
- 5) Require that the lease be initialed by every tenant renting the residential unit;*
- 6) A lease provision requiring a tenant to use binding arbitration is contrary to public policy and void.*

Therefore, be it resolved: *That the Prospect Park Association supports legislation that seeks to improve the safety of tout renter population.*

Be it further resolved, *that the Prospect Park Association supports the lease reform bill sponsored by Representative Ilban Omar and Senator Kari Dziedzic.*

Seconded by *John Cushing*. Discussion: *Robin Garwood*, Policy Aide Ward 2, will take to city governmental review for information, potential consideration. Discussion closed, and a vote taken. Motion passed by acclamation.

2. **Dominium Development Memorandum of Understanding (MOU).** (Weyerhaeuser site on Emerald Street, the eastern border of Prospect Park, in St. Anthony Park, St. Paul). *John Kari*, Land Use Committee Co-Chair, introduced a memorandum of understanding (MOU) dated January 18, 2018 drafted between the Land Use Committee and Dominium Development stating, “it is the position of the Prospect Park Association that the massing, configuration and design of the proposed development will not adversely affect the historic character of the National Register-listed Prospect Park Residential Historic District.” Motion by *John Cushing*, a PPA Director:

Resolved, *the Prospect Park Association approves a Memorandum of Understanding (MOU) with Dominium Development regarding understandings in the development of the Weyerhaeuser property adjacent to National Register-listed Prospect Park Residential Historic District.*

Seconded. Discussion: none. Motion passed by acclamation.

B. **Treasurer's Report.** *Serafina Scheel*, PPA Treasurer, presented the following business:

1. **Board Elections Task Force.** *Ms. Scheel* indicated that there are concerns over some irregularities in previous election. (Earlier findings by the board include that the Association did not issue a full list of candidates 30 days prior to the election because the list was not yet known.) *Scheel* wants to employ an absentee ballot system for five to seven days prior for early voting. Details were described and discussed. No action was taken.
2. **Balance Sheet for FY2017.** *Ms. Scheel* and *Jessica Buchberger*, PPA Program Director, jointly presented the fiscal year balance sheet as published in the packet. Specific items of note: a formal agreement will be made with the Prospect Park Choir to serve as fiscal agent as the previous 2008 agreement is out of date; Prospect Park FORWARD restricted fund with \$17,971.46 available was previously determined to be applied as matching funds for other grant opportunities.
3. **Proposed Budget for FY2018.** *Ms. Scheel*, distributed a proposed budget for fiscal year 2018. Income was reviewed. Association fundraising was not as much as hoped. A goal of the treasurer is to have more financial giving by board members. Expenses were reviewed. Motion by *John Kari*, a PPA Director:

Resolved, the Prospect Park Association approves the fiscal year 2018 budget.

Seconded by *John Cushing*. Discussion: a question was asked about a meeting at Cabrini Church. Discussion closed, and a vote taken. Motion approved by acclaim.

The business of securing professional accounting services for PPA was raised. *Ms. Scheel* reported that three accountants were interviewed. *Jon Pettengill* of Ignition Business Advisors is recommended as PPA accountant. Motion by *John Cushing*, a PPA Director:

Resolved, the Prospect Park Association selects Ignition Business Advisors to provide professional accounting services and directs the Treasurer to draft an agreement and scope of services for review of the Board of Directors.

Seconded. Discussion. *Del Hampton* inquired about cost. All pricing was reported as similar. Ignition, with *Mr. Pettengill* overseeing, is looking to make about same price as last year. Discussion closed, and a vote taken. Motion approved by acclaim.

4. **Good Neighbor Fund.** *Vince Netz* introduced current proposals for the University of Minnesota Good Neighbor Fund grant program. With Minnesota United soccer playing at TCF Stadium this year, there will be \$50,000 to \$70,000 available for distribution. Three proposals for board approval in advance of March 9, 2018 deadline are:
 - a. *Mr. Netz* presented an \$8,000 proposal for a Harvest Festival opening of Greening Forth this fall. *Netz* is also requesting a matching grant of \$2,500 from PPA, Towerside Innovation District and PP Forward will also be approached to match. With pre-existing donors such as Surly, Textile Center, the effort will accumulate a \$22,000 aggregated budget. *John Kari* described the activities in planning for the event.

The project will reach out to the Glendale Townhomes community. The festival will use vegetables from the Prospect Park Community Garden.

- b. *Lydia McAnerney* presented an \$8,200 grant proposal by Southeast Seniors that bundles resources of three neighborhoods—Seward, Como, and Prospect Park—to assemble and document oral histories. The funding would hire a facilitator, translator as needed, facilitate workshop(s), standardize documentation, and submit the record to the Hennepin County Library. SE Seniors is also requesting an in-kind matching grant of \$1,000 from PPA in the form of staff labor by *Jessica Buchberger*, PPA Program Manager. Other funding from the Prospect Park Co-op Legacy Fund, and a state legacy fund is sought. *Netz* recommends \$1,000 for the PPA in-kind contribution.
- c. *Del Hampton* presented a \$2,500 proposal for a Wildflower Project at the Towerside Community Garden site to grow wildflowers, a demonstration garden, and signage to make a teaching garden. The proposal is in partnership with University of Minnesota Bee Center with a total budget \$4500. No funding ask is made of PPA. The proposal uses Community Garden resources.

Motion by *John Kari*, a PPA Director:

Resolved, the Prospect Park Association supports the following proposals being made to the 2018 University of Minnesota Good Neighbor Fund program:

- 1) a Harvest Festival grand opening with a PPA matching grant of \$2,500,
- 2) a SE Senior oral history project with a PPA in-kind matching grant of \$1,000, and
- 3) a Community Garden wildflower project with a PPA letter of support.

Seconded. Discussion: *Mr. Netz* announced that pressure on Council Member *Cam Gordon*, Ward 2, brought back funding for SE Seniors. Discussion closed, and a vote was taken. Motion passed by acclamation.

- B. **Board Work Plan Update.** *Vince Netz*, PPA President, presented a slide deck outlining the PPA Annual Work Plan with three overarching goals—Expanding our community engagement, Enhancing our financial health, and Modernizing our organization—each with several subtopics:

i. Expand our community engagement

1. Enlarge our membership through outreach to:
 - a. Resident (homeowners, renters, students)
 - b. Nonprofits (educational and religious institutions)
 - c. Businesses (commercial and home-office)
2. Increase volunteer participation
3. Better engagement with government agencies
4. Better engagement with community partners

ii. Enhance our financial health

1. Improve financial systems and reporting
2. Improve fiscal oversight and control
3. Right-size the organization's staff and expenses
4. Engage in community-wide fundraising

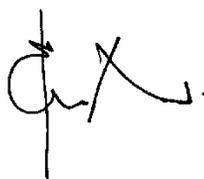
5. Pursue project-based grants
6. Set a fundraising goal of \$30K

iii. Modernize our organization

1. Fill new student and business seats
2. Adopt new articles of incorporation
3. Restructure committees to meet community needs
4. Refresh our value proposition to the community
5. Train directors, staff in nonprofit best practices
6. Refresh policies & procedures
7. Conduct year-end review of effectiveness

- D. 2017 CPP Grant Review.** *Vince Netz* updated the board that the 2017 Community Participation Program Annual Report formwork is in the process of being filled out by staff. PPA will leverage this required grant submission as basis for a PPA 2017 annual report.
- E. Southeast Seniors Support Update.** During the Good Neighbor Fund business above, *Vince Netz* announced that pressure on Council Member *Cam Gordon*, Ward 2, brought back funding for SE Seniors.
- F. Staff Report.** *Jessica Buchberger*, PPA Program Manager, presented the following items:
1. **PPA 2017 Annual Report.** Staff is currently drafting the PPA 2017 Annual Report, as required by the City of Minneapolis Neighborhood & Community Relations (NCR) Community Participation Program (CPP) grant, for preliminary review next month.
 2. **Mississippi Watershed Management Organization (MWMO) Grant.** PPA has been asked to serve as fiscal agent for the Mississippi Watershed Management Organization (MWMO) and the Yorth Group to do a project in Towerside Innovation District. They seek a grant of approximately \$150,000 from the Pisces Foundation. The grant is in progress, and the full proposal will only be presented to the board if the grant is approved.
5. **Adjourn.** *Vince Netz* asked for a motion to adjourn the meeting. Moved and seconded by numerous concurrent voices, and unanimously approved on a voice vote, the meeting adjourned at 9:10 pm.

Respectfully submitted:



Eric Amel
Prospect Park Association Secretary

APPROVED, by the Board of Directors, July 16, 2018.