

# Staff Report

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**Agenda Item:** St. Anthony East Plan Modification Approval  
**Title:** St. Anthony East Phase II Plan Mod #5 request – Staff Report  
 Action     Discussion     Information  
**Date:** July 9, 2019  
**Prepared By:** Jack Whitehurst, Neighborhood Support Specialist  
**Attachments:** St. Anthony East Neighborhood Plan Modification Form and Spreadsheet

## Requested Action

Approve Plan Modification #5 to the St. Anthony East NRP Phase II Neighborhood Action Plan.

## Background

In accordance with the policy on *Changing Approved Neighborhood Plans*, and as a result of community engagement efforts this past year, the St. Anthony East neighborhood approved an NRP Phase II plan modification request in conjunction with recently approved CPP Neighborhood Priorities to partner on projects with Webster School and to complete Phase 3 of improvements to Community Commons Park.

## Discussion

The St. Anthony East Phase II plan modification proposes to shift underutilized funds from various strategies in the plan to Strategy 4.1 – ***Outreach and Communications***. This will enable the neighborhood to continue the organizational capacity it has developed for its partnerships with Webster School, the Broadway Street Task Force and multiple governmental agencies and other organizations; and for the array of projects currently underway on renters' rights, Community Commons Park, etc.

## Recommendation

We have reviewed the proposed Action Plan modification, and have found that:

1. The modification reallocates more than \$200,000 between existing plan strategies.
2. The St. Anthony East Neighborhood Association has followed the process required by the NRP Policy on "Changing Approved Neighborhood Plans" (amended July 19, 2013).
3. The St. Anthony East Neighborhood Association board and St. Anthony East residents approved the plan modification on March 25, 2019.

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For reasonable accommodations or alternative formats please contact the Neighborhood and Community Relations Department at 612-673-3737. People who are deaf or hard of hearing can use a relay service to call 311 at 612-673-3000. TTY users call 612-673-2157 or 612-673-2626.

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3. The request is the result of lessons learned during implementation of the Neighborhood Action Plan and responds to the continuing and reaffirmed priorities of the neighborhood.
4. The proposed modification is an appropriate and reasonable use of the funds.
5. The proposed modification does not change the amount of NRP dollars committed to the neighborhood for its Neighborhood Action Plan.

Given these findings, we recommend the following resolutions to the NRP Policy Board for action at its July 9, 2019 meeting:

**BE IT RESOLVED:** That the Neighborhood Revitalization Program Policy Board hereby accepts and adopts Plan Modification #5 to the St. Anthony East Phase II Neighborhood Action Plan.



# NCR Approval/Modification Form

## Neighborhood

**St. Anthony East**

**FOR NCR OFFICE USE**

NCR staff review: \_\_\_\_\_ date: \_\_\_\_\_

PM Coordinator review: \_\_\_\_\_ date: \_\_\_\_\_

DFD review: \_\_\_\_\_ date: \_\_\_\_\_

NRP Phase I Modification #: \_\_\_\_\_

NRP Phase II Modification #: 5

CPP Phase III Modification #: \_\_\_\_\_

**Plan Mod Form revised: 6/30/2015**

### Approval Process Checklist

On the checklist below please indicate the type of approval/modification you are requesting (Section IV, on the following page, will help you calculate the total dollars affected by this Plan Modification). This will determine the approval process the neighborhood must follow. See the Policy on "Changing Approved Neighborhood Plans " for more information.

Type of Modification (check all that apply)	21 Day Notice	Neigh. Bd. Vote	Broad-based Support	Legal Review	Final Approval
Makes a minor language revision to an existing plan priority or strategy, rolls an existing Phase I strategy to the approved Phase II Plan or rolls an existing Phase II strategy to create a priority in a Neighborhood Priority Plan -- no funding reallocation	Those affected	Yes	No	No	NCR Director
Reallocates \$25,000 or less between existing plan priorities or strategies	Those affected	Yes	No	No	NCR Director
Reallocates between \$25,000 and \$100,000 between existing plan priorities or strategies	Broad notice	Yes	Yes	No	NCR Director
<input checked="" type="checkbox"/> Reallocates more than \$100,000 of the total plan allocation between existing priorities or strategies	Broad notice	Yes	Yes	No	NCR Director <small>(may request PB)</small>
Substantially revises an existing strategy	Broad notice	Yes	Yes	Yes	NCR Director <small>(may request PB)</small>
Creates a new priority or strategy within the total existing plan allocation ( <u>regardless of the \$ amount</u> ) (unless rolled forward from an existing priority or strategy from the previous Phase or Cycle)	Broad notice	Yes	Yes	Yes	PB & CC
Requests an increase in funding to the total existing NRP plan allocation	Broad notice	Yes	Yes	No	PB & CC

### Approvals

Consistent with the policy on "Changing Approved Neighborhood Plans" (approved by the Minneapolis City Council July 19, 2013), approval is granted for the specific changes included in your request. Signature by the NCR Director, after all necessary approvals have been given, constitutes formal approval of your plan modification request.

<p><b><u>NEIGHBORHOOD</u></b></p> <p>Signed: <u>see attached</u> Date: <u>5/13/2019</u></p> <p>Title: _____</p> <p><b>NEIGHBORHOOD BOARD APPROVAL</b> Date: <b>3/25/2019</b></p>	<p><b><u>NEIGHBORHOOD AND COMMUNITY RELATIONS</u></b></p> <p>Signed: _____ Date: _____</p> <p>NCR Director</p> <p>If required:</p> <p><b>NRP POLICY BOARD</b> Date: _____ <b>MPLS. CITY COUNCIL</b> Date: _____</p>
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**Proposed Modification** (Briefly describe the modification, indicating any required plan text changes -- if necessary, attach additional documentation):

**Rationale for Modification** (Briefly describe why the neighborhood is requesting the proposed modification):

<u>From:</u>		
Phase II	1.1 – Revolving Loan and Grant Program	(\$58,068.51)
Phase II	1.1 – Revolving Loan and Grant Program	(\$241,748.70)
Phase II	2.2 – Neighborhood Park improvements	(\$5,062.31)
Phase II	<u>3.1 – Increase Safety Street Lighting</u>	<u>(\$30,000.00)</u>
		(\$334,879.52)
<u>To:</u>		
Phase II	<u>4.1 – Outreach and Communications Activities</u>	<u>\$334,879.52</u>
		\$334,879.52

This reallocation will enable the neighborhood support staffing and operational expenses associated with implementing the NRP plan and CPP engagement efforts.

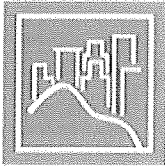
**Proposed Approval/Reallocation of Funds** (List below any increases/decreases in funds for plan strategies that will result through a reallocation of funds under this approval/modification. Please consult with your NCR neighborhood specialist to complete this section):

Plan Location			Goal, Objective, Priority or Strategy	Year	Current Allocation	Proposed Change		Proposed New Allocation
Phase	Section	Page				+	-	
II	1		1.1 - Revolving Loan and Grant Program	Ph II	\$211,891.00		(\$58,068.51)	\$153,822.49
II	1		1.1 - Revolving Loan and Grant Program	Ph II PI	\$248,338.47		(\$241,748.70)	\$6,589.77
II	2		2.2 – Neighborhood Park Improvement	Ph II PI	\$131,190.00		(\$5,062.31)	\$126,127.69
II	3		3.1 – Increase Safety Street Lighting	Ph II	\$30,000.00		(\$30,000.00)	\$0.00
II	4		4.1 – Outreach and Communications	Ph II	\$43,960.00	\$88,068.51		\$132,028.51
II	4		4.1 – Outreach and Communications	Ph II PI	\$55,000.00	\$246,811.01		\$301,811.01
<b>* Total Funds affected by request</b>								
<i>Total Funds under "Proposed Change: (+)" should equal Total Funds under "Proposed Change: (-)"</i>						\$334,879.52	(#334,879.52)	

**Demonstration of Broad Neighborhood Support** (If required by the policy on "Changing Approved Neighborhood, Plans" indicate by checking at least one of the boxes below how and when broad based neighborhood support was achieved. Attach appropriate documentation such as approved resolutions, sign-in sheets, meeting notices, copy of survey/interview, survey results, etc.):

- Neighborhood-Wide Meeting** (with twenty-one day notice) Date 3/25/2019  **Three or More Focus Groups** (representative of neighborhood) Dates \_\_\_\_\_
- Survey** (with min. 20% response of all households) Date \_\_\_\_\_  **Random Interview/Survey** (min. 350 households, 75% response) Date \_\_\_\_\_

Proposed Approval/Reallocation of Funds (List below any increases/decreases in funds for plan strategies that will result through a reallocation of funds under this approval/modification. Please consult with your NCR neighborhood specialist to complete this section):



ST. ANTHONY EAST  
NEIGHBORHOOD ASSOCIATION

May 13, 2019

RE: St. Anthony East NRP Phase II Plan Modification #5  
St. Anthony East CPP Modification #1  
St. Anthony East Neighborhood Priority Plan

- Webster School Building Improvements and Programming
- Community Commons Park Improvements – Phase 3

David Rubedor, Director  
City of Minneapolis – Neighborhood & Community Relations  
105 Fifth Ave. S. – Suite 425  
Minneapolis, MN 55401

Dear Mr. Rubedor,

On Monday, March 25, 2019, St. Anthony East neighborhood residents and the Saint Anthony East Neighborhood Association (SAENA) Board of Directors voted to request approval of two new neighborhood priorities under the 2017-19 Community Participation Program (CPP) for the St. Anthony East neighborhood and approval to modify the St. Anthony East Phase II Neighborhood Action Plan (NAP) and Community Participation Program.

The St. Anthony East Neighborhood Association (SAENA) Board of Directors would like to recognize two neighborhood priorities and designate funds to them via the Neighborhood Priority Plan:

- **Webster School Building Improvements and Programming** (\$20,000 Neighborhood Priority Funds)
- **Community Commons Park Improvements – Phase 3** (\$9,286 Neighborhood Priority Funds)

**Webster School** - SAENA has been conducting community engagement and interest regarding a partnership with Webster Elementary. At the September 2018 community meeting, residents voted for SAENA to focus on the Webster partnership for our 2019 projects. Thus, Webster Elementary and SAENA will accomplish two goals:

- Install patio/outdoor seating space at South end of the school building for classroom activities.
- Create music program. Webster will hire music educators to work with teachers to provide music programming in the classroom.

**Community Commons Park** - SAENA and the Park Committee have worked since October 2016 to update and improve Community Commons Park facilities. At the September 2018 Community meeting, residents voted to pursue a final phase of projects in 2019. In this final phase, SAENA will install a rain garden at the North end of the park to prevent snowmelt and rain water from pooling, and install a fruit forest at the South end of the park.

The following proposed plan modification is designed to realign St. Anthony East NRP and CPP funding to enable ongoing outreach and engagement and complete the Priorities outlined above – it would reallocate following NRP and CPP funds:

From:

Phase II	1.1 – Revolving Loan and Grant Program	(\$58,068.51)
Phase II	1.1 – Revolving Loan and Grant Program	(\$241,748.70)
Phase II	2.2 – Neighborhood Park improvements	(\$5,062.31)
Phase II	3.1 – Increase Safety Street Lighting	(\$30,000.00)
CPP	2.1.1 – Reserve	(\$29,286.00)
		<hr/>
		(\$364,165.52)

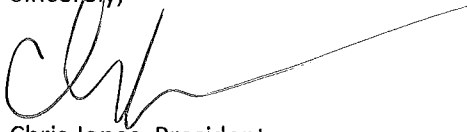
To:

Phase II	4.1 – Outreach and Communications Activities	\$334,879.52
CPP	NEW - 2.1.2 – Neighborhood Priority Webster School	\$20,000.00
CPP	NEW - 2.1.3 – Neighborhood Priority Community Commons Park	\$9,286.00
		<hr/>
		\$364,165.52

This reallocation will enable the neighborhood to provide support for building improvements and programming at Webster School, continue a three-phase improvement plan to renovate Community Commons Park, and support staffing and operational expenses associated with implementing the NRP plan.

Thank you for your review and approval of this request.

Sincerely,



Chris Jones, President  
St. Anthony East Neighborhood Association

CC: Christina Perfetti, SAENA  
Jack Whitehurst, NCR  
Bob Cooper, DFD

## ST. ANTHONY EAST NEIGHBORHOOD PHASE II ACTION PLAN

ACTIVITY	EARLY ACCESS		ACTION PLAN		NRP	PROGRAM INCOME	PHASE I ROLLOVER	CHANGES
	NRP HOUSING	NRP OTHER	NRP HOUSING	NRP OTHER	PHASE II TOTAL			
<b>HOUSING (page 6)</b>								
1.1. Revolving Loan Program			153,822.49		153,822.49	6,589.77		2, 3, 5
1.2. Last Resort Deferred Loan Program			41,884		41,884			
<b>LAND USE, DEVELOPMENT, AND BEAUTIFICATION (page 8)</b>								
2.1. St. Anthony East Neighborhood Master Plan				30,000	30,000			
2.2. Neighborhood Park Improvement				2,000	2,000	126,127.69	11,452.31	1, 2, 3, 5
<b>SAFETY AND LIVABILITY (page 9)</b>								
3.1. Increase Safety Street Lighting				0	0			5
<b>COMMUNITY OUTREACH (page 11)</b>								
4.1. Outreach and Communications Activities				132,028.51	132,028.51	301,811.01	10,881.97	3, 4, 5
4.2. Neighborhood Events and Direct Engagement				2,800	2,800			
<b>RESERVE FUNDS (page 13)</b>								
5.1. Clare Apartments		see * below			-			
5.2. Public Safety Initiatives		see * below			-			
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>195,706</b>	<b>166,829</b>	<b>362,535</b>	<b>434,528.47</b>	<b>22,334.28</b>	
<b>TOTAL ACTION PLAN REQUEST</b>	<b>0</b>		<b>362,535</b>		<b>362,535</b>			
APPROVED AFFORDABLE HOUSING FUND *	90,000				90,000			
APPROVED COPSI RESERVE FUND **	6,240.73				6,240.73			
ADMINISTRATIVE FUNDS IN PLAN	0		134,829		134,829	37.19%		
ADMINISTRATIVE FUNDS FOR HOUSING					115,881			
<b>TOTAL HOUSING ALLOCATION</b>					<b>311,587</b>	<b>85.95%</b>		

\* - Clare Apartments (Reserve Funds 5.1.) is funded through the NRP Affordable Housing Reserve Fund for \$90,000. As such, it is considered an Early Access project. However, the allocation is not included in the total Action Plan Request, nor is it included in the calculation of the neighborhood's Housing Allocation.

\*\* - The Audubon Park, Bottineau, Holland, Nicollet Island/East Bank, Northeast Park, St. Anthony East, Waite Park and Windom Park Community Oriented Public Safety Initiative (Reserve Funds 5.2.) was funded through the NRP Community Oriented Public Safety Initiatives Reserve Fund (COPSIRF) for a total of \$58,875; St. Anthony East's portion of the allocation is \$7,321.88. Final expenditures for this initiative are \$49,925.84; St. Anthony East's share of these expenditures is \$6,240.73. Since the allocation is from the Community Oriented Public Safety Initiatives Reserve Fund, the allocation is not included in the total Action Plan Request calculated above, nor does it count against the neighborhood's Phase II allocation.

**CHANGES:**

- On December 9, 2011, the NRP Director approved a plan modification to reallocate \$11,452.31 in Phase I funds to Phase II strategy, Neighborhood Park Improvement (Land Use, Development, and Beautification 2.2.). (This is Phase I Plan Modification #8 and Phase II Plan Modification #1.)
- On October 4, 2017, the NCR Director approved a plan modification to reallocate \$20,000 in Program Income from Revolving Loan Program (Housing 1.1.) to Neighborhood Park Improvement (Land Use, Development, and Beautification 2.2.).
- On May 9, 2018, the NCR Director approved a plan modification to reallocate \$166,190 in Program Income from Revolving Loan Program (Housing 1.1.) to the following strategies: (1) \$111,190 in Program Income to Neighborhood Park Improvement (Land Use, Development, and Beautification 2.2.); and (2) \$55,000 in Program Income to Outreach and Communications Activities (Community Outreach 4.1.). The modification also revises the wording of Revolving Loan Program (Housing 1.1.) to include grants and home security improvements.
- On June 25, 2018, the NCR Director approved a plan modification to reallocate \$10,881.97 of Phase I funds to Phase II strategy, Outreach and Communications Activities (Community Outreach 4.1.). (This is Phase I Plan Modification #9 and Phase II Plan Modification #4.)
- PENDING:** On July 9, 2019, the NCR Director requested Policy Board approval for a plan modification to reallocate a total of \$334,879.52 (\$88,068.51 in Action Plan Funds and \$246,811.01 in Program Income) to Outreach and Communication Activities (Community Outreach 4.1.). The funds are reallocated from the following strategies: (1) \$299,817.21 (\$58,068.51 of Action Plan Funds and \$241,748.70 of Program Income) from Revolving Loan Program (Housing 1.1.); (2) \$5,062.31 of Program Income from Neighborhood Park Improvement (Land Use, Development, and Beautification 2.2.); and (3) \$30,000 from Increase Safety Street Lighting (Safety and Livability 3.1.).

## ST. ANTHONY EAST NEIGHBORHOOD PHASE II ACTION PLAN

ACTIVITY	Comments				Contract Administrator			
<b>HOUSING (page 6)</b>								
1.1. Revolving Loan Program					DFD			
1.2. Last Resort Deferred Loan Program					DFD			
<b>LAND USE, DEVELOPMENT, AND BEAUTIFICATION (page 8)</b>								
2.1. St. Anthony East Neighborhood Master Plan					CPED, NRP			
2.2. Neighborhood Park Improvement					DFD			
<b>SAFETY AND LIVABILITY (page 9)</b>								
3.1. Increase Safety Street Lighting					Public Works			
<b>COMMUNITY OUTREACH (page 11)</b>								
4.1. Outreach and Communications Activities					NRP			
4.2. Neighborhood Events and Direct Engagement					NRP			
<b>RESERVE FUNDS (page 13)</b>								
5.1. Clare Apartments					CPED			
5.2. Public Safety Initiatives					Police			

St. Anthony East Neighborhood Phase II Action Plan (St. Anthony East 2.xls)  
 Date Prepared: October 17, 2011  
 Last Revision: June 12, 2019  
 Prepared By: Robert Cooper, Finance 673-5239