



***NRP Policy Board***  
DRAFT Meeting Minutes  
Tuesday, September 17, 2013  
Crown Roller Mill

**Call to Order**

Chair Jeffrey Strand called to order the regular meeting of the NRP Policy Board at 5:17 pm on September 17, 2013 at the Crown Roller Mill, Conference Room 3.

**1. Introductions**

The following Board Members were present: Commissioner Gail Dorfman, Park Board Commissioner Liz Wielinski and Jeffrey Strand.

At the August meeting of the NCEC the following members were newly elected as the commission's representation on the NRP Policy Board: Kirk Roggensack, Mariah Levison and Henry Jimenez. Each new member introduced themselves. Jeffrey Strand was re-elected.

The following Board Members were absent: Council Member Kevin Reich, Senator Jeff Hayden, School Board Member Josh Reimnitz and Jeremy Hanson Willis.

The following staff members were present: Robert Thompson, Howard Blin and Cheyenne Brodeen.

**2. Approval of Agenda**

Motion by Wielinski, seconded by Dorfman, to approve the agenda.  
Motion carried unanimously.

**3. Approval of July Minutes**

Motion by Wielinski, seconded by Roggensack, to accept the July minutes. Motion carried unanimously.

**4. Establish Grievance Committee**

NCR staff explained that a resident in the Cedar Riverside area brought a grievance against the Cedar Riverside NRP organization. The resident is now appealing the Cedar Riverside NRP's decision to the NRP Policy Board.

Under the existing policy, the grievance is to be referred to the Policy Board's Implementation Committee, which was then to form a Task Force to hear the grievance. Since the Implementation Committee no longer exists, it is suggested that the full board appoint a three member Grievance Task Force. The Task Force would meet to hear from the person bringing the grievance forward and the neighborhood organization, then report back to the Policy Board within 60 days.

Motion by Wielinski, seconded by Roggensack, to form a 3 person grievance committee consisting of Policy Board members Dorfman, Levison and Wielinski, to meet and review the grievance and report back to the NRP Policy Board within 60 days. Motion carried unanimously.

Discussion on Establish a Grievance Committee:

- Would staff think that one session would be sufficient to review the grievance and issue a decision?
  - Staff feels that one session would be sufficient.
- Is this a onetime panel or would this commitment be ongoing?
  - This is a onetime panel. Should another grievance be appealed to the NRP Policy Board another grievance committee would be established.

**5. Authorize Revision to Grievance Policy**

Motion by Roggensack, seconded by Wielinski to authorize revision to the Grievance Policy and send out for a 45-day review period. Motion carried unanimously.

Discussion on Authorize Revision to Grievance Policy:

If there is a formal grievance that could be acted upon and if there are recommendations from the NCR department to update the grievance policy, it should be brought back to the NRP Policy Board's next meeting for action.

Motion by Hanson-Willis, seconded by Reich, to request NCR Staff to bring an updated grievance policy for the NRP Policy Board to review and approve at their next meeting. Motion Carried unanimously.

**6. Neighborhood Priority Plan Update**

NCR staff reported that to date, nine neighborhoods have submitted Neighborhood Priority Plans for approval, committing a total of \$96,220 in CPP funds to 19 strategies. Of these, funds for 12 of these priorities have been contracted, for a total of \$54,390. A description of each is shown in the attachment.

There are at least four neighborhood priority plans in process of neighborhood approval:

Bottineau – Bottineau Park Improvements - \$13,000

*Work with the Park Board to implement improvements to Bottineau Park – specifically installing park benches near the children's play area*

Marshall Terrace – 27<sup>th</sup> Ave NE Greenway - \$8,586 + \$22,000 Phase I rollover funds

Part of Marshall Terrace NRP Phase II plan – expected approval by Marshall Terrace in October and NRP Policy Board in November.

*Support the development of a 27<sup>th</sup> Avenue Greenway. This proposed greenway was included in Marshall Terrace’s NRP Phase I plan, and is currently part of the City’s Bicycle Master Plan. The proposed greenway begins at the River, travels along 27<sup>th</sup> Ave NE, and crosses the railroad tracks.*

Sheridan – 13<sup>th</sup> Avenue NE shared parking signage - \$10,000  
Expected approval by SNO on September 23.

*Work with area businesses and Public Works to cooperate on parking issues along 13<sup>th</sup> Avenue and in the Arts District.*

Southwest neighborhoods – South Lyndale Streetscape – Funding to be determined

Four neighborhoods are working collaboratively on a plan for and implement streetscape improvements at Lyndale Ave S and W 54<sup>th</sup> St.

In addition, 48 neighborhood organizations have set aside funding for Neighborhood Priorities, for a total of \$821,674.

## 7. **Neighborhood Plan Mod Update**

NCR staff explained that in 2013, NCR approved 19 Neighborhood Plan modifications in accordance with the NRP Policy on Changing Approved Action Plans. Of these 19:

- 14 were modifications of \$25,000 or less.
- 1 was between \$25,000 and \$100,000
- 1 was greater than \$100,000.
- 2 were only for minor language changes to the plans.

The plan modifications total \$359,995.02 in reallocations, with an average reallocation of \$22,499.69.

### Discussion on Neighborhood Plan Mod Update:

- Do items such as the Citizens for a Loring Park Community (CLPC) come through the NRP Policy Board?

- It does not come to this body. It will go to the City's Planning Commission, then the City Council's Zoning and Planning Committee then to full Council for Approval. Then it must go to the Met Council for approval.

**Next Meeting**

The next NRP Policy Board will be held on Tuesday, October 22<sup>nd</sup> at 5:00p.m.

**8. Adjourn**

Motion by Wielinski, seconded by Roggensack, to adjourn at 5:51p.m. Motion carried unanimously.

Minutes submitted by: Cheyenne Brodeen

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ATTEST: Commissioner Gail Dorfman,  
NRP Policy Board Secretary