



District 10 Community Council Board Meeting
Historic Street Car Station
1224 Lexington Parkway, St. Paul, MN 55108
Tuesday, Dec. 20, 2016
7:00 PM
MINUTES

Special election meeting called to order at 7:10 pm

MOTION: *Approve election procedures. Passed.*

MOTION: *Use ranked choice voting during the election. (Masoudi/Medeiros) Passed.*

Candidates running for At Large seat: Wesley Farrow, Andrea McKennan, Sarah Wein

Elected: Wesley Farrow

Special meeting adjourned 7:29 pm

I. Call to order:

Chair Ryan Flynn called the meeting to order at 7:29 pm

II. Board introductions:

Present: João Medeiros, Amy Perna, Tim Post, Jon Heyer, David Sorenson, Maggie Zimmerman, Erin Dooley, Mike Ireland, Darius DeBoer Massoudi, Kevin Dahm, Adina Florea Weseman, Melissa Finnegan, Brandon Heffron, Melissa Liu, Wesley Farrow

Absent: Debra Pursley

Staff: Michael Kuchta

III. Review, amend agenda:

MOTION: *Approve the agenda. Passed.*

IV. Community section:

A. Special presentations:

- Matt Kramer, president of the St. Paul Area Chamber of Commerce, gave the board a rundown of the various efforts the Chamber is involved in.
- Mark Helgerson, with the St. Paul Winter Carnival, offered the board a preview of upcoming winter celebration.
- Paul Larsen and Theresa Neil from Como Park High School presented plans to renovate the school.

B. Board chair report: Ryan Flynn reports that interviews of four applicants for the grant-funded intern position to do a neighborhood business study will take place in January. The executives are still looking for a new host for the website, Amazon is at the top of the list, and that expense would need to be put into the 2017 budget.

ACTION ITEM: *Authorize the board chair to draft a letter to the St. Paul Zoning department regarding cases where D10 does not have time to adequately take up zoning requests. (Dahm/Finnegan) Passed*

C. Treasurer's report: Amy Perna reports that finances look good, but that expenses are currently larger than revenue. That's because a lot of grant money comes in during the months of December and January. She doesn't anticipate that D10 will go into the red however. Michael is creating a list of items that should be purchased before the end of the year.

D. Other community concerns: None.

V. Board Business Section

A: Review/Amend/Approve Minutes and Financial Statements:

MOTION: *Approve November 2016 meeting minutes and financial statements. (Sorenson/Dahm) Passed.*

B. Officers' meeting report:

ACTION ITEM: *Ratify the appointments of Kevin Dahm as chair of District 10's Land Use Committee, and Melissa Liu as chair of District 10's Neighborhood Relations and Safety Committee. Passed.*

C. Committee updates

Environment (Mike Ireland)

This year's curbside cleanup prevented 13 pounds of phosphorous from reaching Como Lake, a 20 percent increase over last year.

Land Use (Kevin Dahm)

The owner of Gabe's By the Park is selling his business. The new owners are asking D10 for a waiver on the 45-day waiting period for a liquor license. Citizens would still have the option to contest the permit after the fact.

Action item: *Approve the request by Big Operation LLC to waive the 45-day waiting period. Passed*

Representatives from the Metro Deaf School came to the committee to discuss their need for a parking variance in order to continue allowing staff to park on Pascal and Jessamine. The school is currently using all available parking space and has made several unsuccessful efforts to find other options in the area.

Action item: *Draft a letter of support to the City of St. Paul for the Metro Deaf School parking variance request. Passed*

Hmong College Prep Academy presented their proposed expansion plan to the committee. The expansion includes additional buildings, an inflatable sports dome, elevated parking, and, if costs permit, a track and football/soccer field. The City of St. Paul is asking for the plans to include a sidewalk on the south side of Wynne. Hmong Academy would prefer to only have emergency exits on that side of the building and not build a sidewalk. While a sidewalk is considered to be best practice for fire purposes, it is not a current requirement. There is positive community feedback for the proposal. **Action item:** *Write a letter of support for the expansion and expressing opposition to the need for a sidewalk on Wynne. Passed*

Neighborhood Relations and Safety (Melissa Liu)

Action item: *District 10 will host two financial workshops in 2017, presented by Topline Federal Credit Union. Workshop topics are expected to share advice with individuals on reducing debt and improving their credit score. The workshops will be at the Historic Streetcar Station. They are tentatively scheduled for March 22 and October 8. (Liu-Dahm) Passed*

D. Staff Report (Michael Kuchta)

Most of what Michael has been working on was represented in the executive meeting notes. D10 hosted recent presentation on the Wheelock Parkway reconstruction. Michael reminds D10 members to come to the Neighborhood Honor Roll presentation later in the month if possible.

E. New Business

MOTION: *The District 10 Community Council shall plan to host five Sunday Series presentations between January 1, 2017 and June 2017. Furthermore, District 10 will prioritize the topics as indicated in the 2016 Sunday Series survey results. (Post/Heyer) Passed.*

MOTION: *The District 10 Community council adopts the following ranking of potential projects which aim to improve Como Park and Como community integration and collaboration.*

Priority 1 Create a safe, direct crossing or connection for bicycles and pedestrians across Lexington Parkway between the Lakeside Pavilion and the Golf Clubhouse / Ski Chalet.

Priority 2 Study and reconfigure as necessary the intersections at Victoria / Wheelock / Maryland / Como Ave. / East Como Lake Drive / East Como Blvd. / Nagasaki.

Priority 3 The routing of the Grand Round bicycle and pedestrian path through the park between Victoria and Hamline. Improve the condition of paved trails for pedestrians and bicyclists. Establish a dog exercise area in the park.

Priority 4 An equity assessment of the park's attractions to underrepresented populations. Assess and mitigate the impact of State Fair events on parking and congestion in and around the park. Review the effectiveness of the transportation improvement plan. Assess effectiveness and enforcement of the seasonal resident parking permit area west of the park

Priority 5 Improve the directional signs and route markings for bicycles and pedestrians through the park and to key attractions. The shuttle, including establishing a permanent parking lot. Establish maps, routes and materials that cross-promote amenities in one part of the park from other parts of the park.

Priority 6 The future of the Hmong J4 Festival. The future of the golf course. The impact of noise from Como Town and other park attractions and events on the residential neighborhood.

Be it further moved that the adopted list be provided to District 10's representatives on the Como Regional Park Advisory Committee with the purpose that they strive to enact these priorities.

(Finnegan/ Medeiros) Passed.

MOTION: *Approve the 2017 Budget. Passed.*

Community members submitted 10 nominees for this year's Neighborhood Honor Roll. The D10 Board selected Paul Seeba, Debra Pursley, and the neighbors who steward the Churchill gardens. A ceremony honoring winners from throughout St. Paul will be held Friday Jan. 27 at St. Thomas University.

VI. Adjourn Meeting adjourned 9:18 pm.

Respectively submitted by Tim Post, Secretary. These minutes are not official until approved.

Como Community Council Officers Meeting

January 11, 2017, Historic Streetcar Station

The meeting began at 7:02 pm.

Present: Ryan Flynn, chair; Joao Medeiros, vice chair; Amy Perna, treasurer; Michael Kuchta, staff.

Events

- **Sunday Series** is shaping up to be one event per month from February through June. The likely lineup: State Fair History with general manager (and District 10 resident) Jerry Hammer in February; Como Woodlands Outdoor Classroom with Teri Heyer etc. in March; University of Minnesota Monarch Lab with Sarah Weaver in April; Landscape and Garden Design in May; and Como Lake with Capital Region Watershed District in June. Exact dates and locations for most events still need to be determined.
- **Neighborhood Honor Roll** celebration is Friday Jan. 27 at the Anderson Student Center on the campus of the University of St. Thomas, 5:30-7:30 p.m. We have filled two tables with honorees and guests; Michael will send links to board members to order their tickets personally, and make sure organizers have a third table lined up for D10.
- Environment Committee is hosting a **community presentation and discussion** led by Eureka Recycling on waste reduction on Jan. 25, 6 p.m., at the Streetcar Station. Eureka will provide food; monthly committee meeting will follow.
- We have confirmed the **2017 Citywide Dropoff** at the State Fair will be Saturday Oct. 7.

Community

- Michael will schedule interviews for intern candidates for the Como/Snelling business district study. Goal will be Saturday Jan. 21 from 2-4 p.m.; officers expect to conduct the interviews, which will last half an hour. One candidate who is not available on Jan. 21 will be scheduled for Jan. 14. Because businesses are the purview of Neighborhood Relations, Melissa Liu will be invited to join the officers in conducting the interviews.
- Metro Deaf School received its parking variance.
- City has told Hmong College Prep Academy that it will be required to build a sidewalk on south side of Wynne as part of its expansion. The school intends to appeal the decision, and is likely to ask for D10's support in the appeal.
- Michael reported that Land Use is looking at scheduling meetings concerning the parking impact of State Fair events, and is finalizing a survey for residents to weigh in on the Lexington Parkway issues that the full board assigned to the committee in August 2016.

Communication

- Panod Klongtruatroke has taken initial steps to transfer existing website files from its current server to Amazon Web Services. He expects to make more progress later in January. He believes D10 will qualify for 12 months of free hosting, which will give us time to develop a long-term evaluation of the website and give us more accurate data on website usage. Officers committed to make sure we express gratitude to Panod for his volunteer efforts.

Financials

- Michael reported on end-of-year expenses under the city grant. It appears we have about \$2,200 unclaimed at this point; however, we have not filed for the employer portion of payroll taxes, which total about \$3,200, based on information provided by our bookkeeper.
- It appears the only other outstanding revenue from 2016 is \$700 for Tier II activities under our recycling grant with the city. That report is due Jan. 31.
- Michael and Amy will schedule a meeting with our bookkeeper to get a better handle on how grant revenue and expenses that straddle calendar years is handled, and if there is a better way of doing so.
- Michael will draft our 2017 work plan for the City Engagement grant, based on 2016's plans. He will share these with committee chairs in time so they can discuss and revise during their February meetings.
- Michael reported that Neighborhood Relations discussed the role that fundraising plays in D10 initiatives, and would like clarification and guidance as to how much and how often committees and the board should try to raise money for D10. Consensus of officers is that fund-raising will be most effective if we name a specific cause or mission for which the money will be used.
- Michael reported that in an informational call to CenturyLink, he was informed that District 10 has a second phone line for which we pay \$40 a month (plus taxes). Currently, this line also needs repair. Michael will cancel this line immediately and try to get refunds for past months.

Organizational Business

- Ryan has drafted committee appointments of recently elected board members. After verifying with the individuals, he will announce the appointments and Michael will update the website.
- Ryan will sign the letter regarding the lack of adequate notification on zoning matters, and Michael will send it this week.
- A leadership meeting will be scheduled after the April elections, but Ryan will contact committee chairs to find out if there are issues they need addressed.

Board Meeting Jan. 17

- The agenda seems routine. Michael will contact our representatives on the Como Regional Park Advisory Committee to see if they are available to give the board an update.

Staff Report

- Michael reported on the saga of Sanimax failing to service the organics recycling site for 18 days.
- Officers granted authorization for Michael to attend website training Feb. 21 as part of the Minnesota Council of Nonprofits' annual communications and technology conference. Cost is \$159 if paid by Jan. 20.

Other Business

- Logistics of upcoming April elections were discussed. Goal is to have procedures in place to handle:
 - The possibility of preferential (ranked-choice/instant runoff) voting or multiple ballot voting for board positions, including for At-Large positions
 - An amendment to the Articles of Incorporation to legally include Subdistrict 4
 - Having separate elections for At-Large vacancies, so that unsuccessful candidates for officer or subdistrict seats will know their results and be able to run as write-in candidates for At-Large positions
- Joao will draft initial language, or forward procedures outlined in Robert's Rules, so logistics can be in place no later than March.
- Ryan reported that because of work requirements, he may not be able to chair the February board meeting.

The meeting ended at 8:20 p.m.

Notes by Michael Kuchta

**District 10 Environmental Committee Meeting
1224 Lexington Parkway N, Saint Paul, MN 5510**

Wednesday, January 4, 7:00 pm

Minutes

1. Call to order

2. Committee member and guest introductions

Mehr Aslani , Amanda Wilber, Janna Caywood, Mike Ireland, Terri Alberico, Susan Jane Cheney, David Sorenson, Michael Kuchta, Erin Dooley

3. District 10 board meeting summary – Erin, Michael and Mike

D10 awards @ St Thomas on January 27th.

4. Capitol Region Watershed District annual awards – Janna

3 awards from District 10 this year. Lifetime, 10-year, and citizen of the year.

5. Eureka Recycling – hosting a community conversation January 25 at 6 pm on recycling and waste reduction (food, presentation and Q&A opportunity) with our regular committee meeting to follow

Inviting neighbors to look at reducing waste in general. Presentation and gaining feedback on how the new system is working (after 1 pick up).

We will meet here at 6:00 to help out with the presentation and/or answer any questions about what D10 is doing to further reduce waste (organic composting, curbside clean-up, etc.).

6. Bethel Lutheran Church community outreach – Mike

The church is in the process of calling a new pastor and wants to us this transition period as a way to better reach out to our local neighborhood. Rich Gall, their outreach volunteer, will be meeting with Mike before the next meeting and will update.

7. Como Curb Cleanup final results – Janna

Final results are in and grant report has been submitted -- 13.7 lbs of phosphate were prevented from entering local waters. There is a local underground system to prevent phosphorus that prevents 12 lbs per year out. The report will be on the Como Active Citizen Network website and Michael will link it to the D10 website.

This year, they surpassed 108 demonstration houses, plus neighbors who were inspired to clear leaves on their own. Future: more grass-roots, based on the 108 demonstration houses. The 3 coordinators are looking into a) making the clean up more self-sustaining, and b) looking for next steps. Social media will probably play a role.

8. Pollinator and Traffic Triangle Garden Update – Maren Swenson, Sandara Peterson, and Bonnie Youngquist

9. CWOC – Teri Heier and Susan Jane Cheney

Their December meeting had a small agenda, they are wrapping up the guide book and re-visited the brain-storming session from last summer to get out the word about CWOC. The group is very much looking forward to the Sunday Series (target dates – March 19th or 26th). They are also working on an Audobon event about birding in the woodland. It was done last summer, and could be more often, if there is interest and a “Bio Blitz,” where students/volunteers would collect ecological data for a 12-hour period.

Teri Heier is also looking into a grant to invite 4th graders to CWOC.

10. Clean Energy Resource Team – Bill Devroy

- Adding related items to the District 10 website

11. Como Compost Subcommittee – Michael Kutcha

The site now has more bin capacity and usage is more than keeping up. Between the word getting out, less back yard composting, the leaf sites having more limited hours, etc., the bins are filling or nearly filling every week. Unfortunately, the hauler missed our site (and another) last week, resulting in a LOT of compost and overflow. The hauler says that they will clean all of the overflow, but the county is also looking for an alternative hauler. The current hauler did not contact anyone.

Unfortunately, this puts the site outside of the provisional permit parameters. With luck, the issue will be resolved by this time tomorrow.

Michael will send out an e-mail setting up a compost bag re-stock rotation.

12. Leveraging Transition activities, resources and people within District 10

Many members went to the website and looked at some of the resources that they recommended and were very impressed. We will keep this as an agenda item for a while to reflect on. They now have an article in the Bugle each month.

13. Sunday Series – Erin, Michael and Mike

Discussing a plan for content, materials, people to present or anything else
We have the topics, now we need to look into the logistics.

- **History of the Minnesota State Fair** – Jerry Hammer will present, we need to narrow the topic. Como Dockside will probably host -- February
- **Landscape and Garden Design** – This one is one that Michael will need more assistance. Susan suggested that local landscape architect Eric Olsen may be willing to present, another suggestion: looking at different ways to do home gardening. We can also advertise the community garden and reach out to Garden Skillshare resources and Harvest Exchange group.
Perhaps having an overall, umbrella presentation about garden landscaping and then having small presentations, fair style, on local gardens that tie into the main topic. Michael will contact Frank, the Como Park Conservatory, and maybe Ramsey County.
Perhaps hold the presentation at the Conservatory?? Or at the Streetcar Station?
– May
- **Como Outdoor Woodland Classroom** – Topics are set, target dates are: March 19th or 26th. Hopefully St. Timothy’s Church will host. History, volunteer recruitment, the new guide book/app will be discussed.

- **Shallow Lake Ecology** – Cap Region is looking at a new presentation and we could be their first presentations – June dates could take place at the lakeshore. Como Active Citizen Network is willing to coordinate.
- **U of M Monarch Butterfly Lab** – May have a pre-set presentation, Michael is waiting to her back. April

14. Community section – open for community input

Garten tour came up in the Neighborhood Relations meeting. This event will probably take place, but may be co-sponsored by more than one committee.

15. Updates from community partners (if present) and ongoing reminders

- a. Capital Region Watershed District update - Mike MacDonald
- b. Como Woodland Outdoor Classroom update - Susan Jane Cheney
- c. Como Active Citizen Network - Janna Caywood
- d. Como Lake Pollinator Garden - Angie Sechler
- e. “CARS” Update - Cathy Velasquez
- f. Garden Skillshare and Harvest Exchange - Dawn Lamm and Allison Goetzman
- g. Como Lake Cleanup - Jacki Morrison
- h. Sunday Series Update – Mike Ireland
- i. Upcoming events:
 - Sunday series

16. Adjournment

17. Next Meeting: January 25 at 7:00 p.m. (the last Wednesday of each month)

**Como Community Council--District 10
Land Use Committee
Monday Jan. 9, 2017
Streetcar Station**

NOTES

Present: Bill Sylvester, Jon Heyer, Melissa Finnegan, Maggie Zimmerman, Michael Kuchta (staff)

Absent: Kevin Dahm, Wesley Farrow

Call to Order: Because the meeting did not have a quorum of appointed board members, no official business was conducted.

Agenda: There was no formal agenda, so those present discussed the following topics:

- Metro Deaf School received its requested parking variance from BZA.
- City staff told Hmong College Prep Academy they will be expected to install a sidewalk along the south side of Wynne. School administrator Pao Yang has indicated the school intends to appeal the decision.
- The new owners of Gabe's have begun the liquor license transfer process.
- The Massage School is up and running on Front.
- The Falls Event Center in Bandana Square expects to begin the permitting process with St. Paul in March and open by the end of 2017.
- Articles in the Pioneer Press and Star Tribune have indicated that Como Park Senior High School intends to install additional bleachers and other equipment as part of the upgrade of its athletic field. Todd Larson from Saint Paul Public Schools facilities says the district itself only intends to install synthetic turf. Additional equipment would have to come through private support arranged by the school, and still would need central office approval. He intends to meet with the school's athletic director on Jan. 10 to clarify the school's plans. He promises to keep District 10 informed.
- The need to lock down a date, as previously discussed, in late July or early August for a community information meeting about what is and is not allowed, and where, as a result of State Fair overlay districts on parking and vending.
- The need to schedule a "summit" meeting this winter of D10, State Fair management, elected officials, key city departments, and relevant institutions to discuss minimizing the traffic and parking impact on the neighborhood of large events at the State Fairgrounds. Topics could include assessing whether the current range of one-sided parking is effective and adequate (Public Works has supplied us a map of current restrictions); establishing a consistent protocol of who makes those decisions and when those restrictions should be in effect; parking and traffic enforcement; and pursuing arrangements so as many companies and institutions as possible make their off-street parking available.
 - Consensus seemed to be that D10 representatives should meet with neighbors ahead of time to ensure that we bring all relevant issues to the summit, and possibly to present a few specific proposals for neighbors to weigh in on. Consensus also seemed to be that a review of the parking overlay district should not be part of this discussion.
- Whether to invite Mark Lindeberg from MnDOT to discuss draft proposals for enhanced pedestrian and bicycle access to the Snelling Ave. bridges between Midway Parkway and Hamline University. Whether to invite Brian Pulford from Judd Commercial to discuss potential uses of the Uniforms Unlimited site and Front and Dale.

Michael also presented a draft survey to gather community feedback on the Lexington Parkway issues that were assigned to the committee in August. Members suggested a few wording changes, and strongly suggested trying to include relevant photos with each question so respondents can more easily picture the location being discussed.

Next Meeting: Monday Jan. 30 at the Streetcar Station.

Future meeting dates: Feb. 27, April 3, May 1, June 5, *July 10, July 31, *Sept. 5, Oct. 2, Oct. 30, Dec. 4. *Dates marked with * are rescheduled because of a conflicting holiday.*

Notes compiled by Michael Kuchta
These notes are not official until approved.

draft

District 10 Como Community Council

MINUTES

Neighborhood Relations, Safety, and Outreach Committee

Tuesday, January 3, 2017

Present: Melissa Liu (Chair), Michael Kuchta, Janna Caywood, Sarah Wein, Jack Rossbach, Mike Dougherty, Wesley Farrow, Haley Fruen, Tom Fruen, Emily Barrett, Angela Schneider, Deb Pursley, Andy Johnson, Carrie Anderson

Previous Minutes: not available

INTRODUCTIONS

For this, our inaugural meeting in 2017, Melissa asked for introductions and for folks to share information on our “spheres of influence” – any groups, organizations, institutions we are connected to, members of, or work with. As our committee coalesces, we’ll want to draw on resources we each can leverage.

NRSO COMMITTEE – NEW CHAIRPERSON

- Melissa Liu, D10 Board member, is newly appointed chair to this committee.
- Eager to get to know members, learn together.
- Willingness of neighbors to volunteer their time is huge.
- Membership of this committee has been small in the past. Pleasing to see a large group tonight.
- **Ground rule for this committee is mutual respect** – respecting the opinions of one another and respecting the time of everyone here.

OLD BUSINESS

Problem property forum:

“Stop for me” event

Dog Park: This issue has been transferred to D10’s Land Use committee

NEW BUSINESS - BRAIN STORMING

District 10’s comprehensive plan, which lasts 10 to 15 years, was updated recently and approved by the City in 2015. The plan includes several sections, divided topically. “Jurisdictions” for each section were developed by the Board. For example, “institutions” are under Land Use; “safety” is under NRSO.

This committee was asked to review this plan (available [HERE](#)) and highlight items that seem to be within NRSO’s role.

- Foci of NRSO: neighborhood relations, safety and outreach – how do we define each?

- As we set our agenda for the year, do we want to form and work through subgroups? Having 3 or 4 subgroups per year seems doable.
- NRSO does not yet have a work plan – this is a priority

Brainstorming:

TOPICS: Aging, Gardening, Como Regional Park Advisory Committee

EVENTS: Fundraising, Ice Cream Social, Safety Events, Como Lake 5Ks, Block Parties, Parades

Summary:

- Whatever NRSO chooses to spend time on should advance at least 2, preferably 3 “purposes.” (relations, safety, outreach).
- Let’s divide our work by season – examples: spring (fundraising events), summer (block parties; parades), fall (bonfire, etc.)
- Potential 2017 work plan items based on tonight’s conversation:
 - Pedestrian crosswalk safety, traffic calming
 - Bike safety/biking in general/increased biking as mode of transit
 - Continued exploration of problem properties and proactive responses
 - Event organizing (& be conscious of having non-food related events)
 - NNO and other block parties – perhaps develop a how-to-guide
 - Outreach to apartments

Next Steps:

- Identify specific work plan items for 2017
- Decide – do we use subcommittee structure? How will this work exactly?
- Review priorities picked by Board from CRPAC brainstorming
- Develop work plan

Post Meeting

- D10 has a grant for \$500 to sponsor a community building event in Subdistrict 4
- Many of the attendants of the NRSO meeting were from sub district 4. They are working together to plan an event that includes social, community building, and an education component. Fund raising may be included in this if needed.

Next Meeting:

- First Tuesday of the month
- Tuesday, February 7, 2017, 7 to 8:30pm, Streetcar Station