

# Minutes

Tuesday, February 15, 2022  
**D10 Como Community  
Council Board Meeting**



*This meeting will take place via video conferencing and telephone access, access details below.*

**I. Call to Order** **7:02**

**II. Land Acknowledgement**

- A. "We are standing on the ancestral lands of the Dakota People. We want to acknowledge the Ojibwe, the Ho Chunk, and the other nations of people who also called this place home. We pay respects to their elders past and present. Please take a moment to consider the treaties made by the tribal nations that entitle non-Native people to live and work on traditional Native lands. Consider the many legacies of violence, displacement, migration, and settlement that bring us together here today. And please join us in uncovering such truths at any and all public events." - *Excerpt from the acknowledgement given in the USDAC Honor Native Land Guide - edited to reflect MN tribes.*

**III. Introductions (name and neighborhood) ([Sub-district Map](#))** **7:00-7:05**

Board Members Present: Matt Keliher, Ben Kowalsky-Grahek, Jenne Nelson, Kevin Commerford, Jennifer Victor-Larsen, Maggie Zimmerman, Rachel Bowers, Mike Ireland, Morgan Weinert, Alex Zikmund, Dan Edgerton, Sarah Reuter

Community Members Present: Melissa Liu, Tseganesh Selamead, Matthew Cain, Deepa Nirmal, Richard and Kathy Zieman

Staff Present: Shevek McKee

**IV. Approve Agenda** **7:05**

**Motion to approve; seconded; passed.**

**V. Community**

**A. Community Input (open floor)** **7:05-7:15**

None.

**B. 2021 Honor Roll** **7:15-7:30**

- Kathy & Rick Zieman (*Mike Ireland*)
- Melissa Liu & Deepa Nirmal (*Janna Caywood*)
- Tseganesh Selameab & Matthew Cain (*Ben KG*)

## VI. Board Business

7:30-9:00

### A. Financial Report (*Mike Ireland, Treasurer*)

#### January Treasurer Update

##### Notable Revenue

On the Community Garden line item under Environment Committee Initiatives, \$225 was received for 9 plots following their annual meeting

##### Notable Expenses

On the Accounting line, the \$415.50 includes \$215.50 for annual report compilation and 990 tax preparation. \$400 was budgeted for March. The Community Garden line item under Environment Committee Initiatives is \$100 for stump grinding. Sales tax of \$7.88 was overlooked on the invoice and will be reported in February financial reporting. \$150 was forecasted for March

##### Other Highlights

As of January 31, our checking account balance was \$53,188.70. Accounts receivable reimbursements were received for expenses incurred in 2021 but reimbursed in January. These were from the City for our November and December Community Engagement Grant (\$10,807), for the All In Recycle Grant (\$1,500) and for the Capitol Region Watershed District's Partner Grant (\$2,536.87). Our December financial statements will need to be revised. Once completed, our 990 tax form will be filed.

**Motion to approve the financial report; seconded by Rachel Bowers; passed.**

### B. Approval of Board and Committee Minutes

**Motion to approve; seconded; passed.**

### C. Board Chair and Officers Report (*Ben Kowalsky-Grahek, Vice-Chair*)

- Board Retreat: was great! Lots of generative conversation and excellent ideas for better board and neighborhood engagement. More coming from the officers soon.
- Sunday Series ([Action Item](#))
  - a) **We will need a volunteer for each event** to host the zoom (on D10 account): admit people into meeting, press record, welcome everyone, introduce the presenter, moderate the Q and A portion if appropriate, and make a concluding statement. **Dates left for hosting are March 6th and March 20th.**
  - b) **Moved, the Como Community Council will host and promote a 2022 Sunday Series on Zoom. Seconded by Morgan Weinert; passed.**
- Special Events Ordinance Response update: the letter went through revisions by the full board, and was sent by Shevek McKee on Tuesday 2/15 stating our concerns with this ordinance.

- 2022 Election/Recruiting: many open seats and leadership opportunities with this next election. Check in with Shevek, and recruit your neighbors to run!
- Amir Locke Statement.
  - a) **Moved, the Como Community Council will write a statement commenting on the killing of Amir Locke and publish it in the District 10 Newsletter on Friday, February 18th, 2022. Seconded by Jennifer Victor-Larsen; passed.**
- 2022 Capital Improvement Budget (CIB): we will revamp our most recent submissions with a CPTED lens, and resubmit those submissions for this round of funding.

#### D. Committee Updates

- **Environment** (*Jennifer Victor Larsen, Committee Chair*)
  - a) Action Item: [Lawns to Legumes Grant](#) ([application](#))
    - (1) **Moved, the Como Community Council authorizes staff, on behalf of the Como Community Council, to submit a Lawn to Legume Grant application. Seconded by Alex Zikmund; passed.**
  - b) Action Item: [Co-Host Regional Parks Clean-Up](#) (Como Park, Apr. 23, 9-11:30am)
    - (1) **Moved, the Como Community Council provides their non-financial endorsement of the annual City-led Regional Parks Cleanup on April 23, 2022, from 9-11:30am and, in conjunction with the St. Paul Parks and Rec department, will co-host the event held at Como Regional Park. Seconded by Morgan Weinert; passed.**
- **Land Use** (*Maggie Zimmerman, Committee Chair*)
  - a) The last Land Use meeting was a virtual community engagement session co-hosted by the D10 Land Use Committee, the Hamline Midway Coalition, the North End Neighborhood Organization, and the City Planning & Economic Development Staff about Phase 2 of the 1-4 Unit Housing Study. This study is evaluating the potential to create more smaller, neighborhood-scale housing types that are missing across the city. These housing types are a key component to maintaining current housing needs and meeting future demand. Examples include duplexes, triplexes and fourplexes; townhomes; cluster/cottage homes.

Phase 2 of the study is focused on evaluating additional zoning flexibility to support greater housing diversity in more places as well as facilitating more types of single-family homes, such as

cottage homes clustered around a common courtyard or green space, townhomes, and accessory dwelling units (ADUs).

b) The March Land Use meeting will be rescheduled to March 14th.

c) Land Use hopes to partner with the Hamline Midway Coalition on similar community engagement around transportation and pedestrian infrastructure development along Snelling.

■ **Neighborhood Relations** (*Sarah Reuter, Committee Chair*)

a) Action Item: [Sd3 Event \(North Dale Rec. Apr. 30\)](#)

**(1) Moved, the Como Community will support and endorse an event at North Dale Rec Center on Saturday, April 30th in partnership with Parks and Rec. Seconded by Matt Keliher; passed.**

(2) Sarah will send out information about volunteering. The event will be from 10:30-12pm.

b) Dates for the other three anchoring subdistrict events: Sd4 (Orchard Rec, May 28), Sd2 (Ice Cream Social, July 8), Sd1 (Tilden area, Sept. 10).

c) [Awesome Grant!](#) Send ideas to Sarah Reuter.

**E. Staff Report** (*Shevek McKee, Executive Director*)

- Board Job Board: this is a document created by Shevek to articulate volunteer roles throughout the year that need board member participation. This can help us refine our board member responsibilities and better share the load of the events led and carried out by D10. Dan Edgerton offered to help Shevek with the development of this resource.
- 2022 Work Plan for our city contract is due on March 4th. It is available for review by the board.

**F. New Business** (*Board members*)

Morgan Weinert thanked the board for choosing their clinic as the recipient of the most recent Neighborhood Relations Donation Drive. Sarah Reuter reported that a total of 50 cars stopped by with donations.

## VII. Adjourn

8:05

**Motion to adjourn by Dan Edgerton; seconded by Jennifer Victor Larsen; passed at 8:05.**



## Join Meeting Info

**Zoom Meeting Link:** <https://us06web.zoom.us/j/97780538375>

Call in number: +1 312 626 6799, Meeting ID: 977 8053 8375

Times are approximate, draft agenda subject to change.

*Next board meeting: March 15, 2022*

### **Upcoming D10 Events/Opportunities**

- Sunday Series -
  - Feb 27 - State Fair History - Jerry Hammer
  - Mar 6 - Master Gardener Pruning Class - Ramsey Co. Master Gardeners
  - Mar 13 - Mapping Prejudice Update - St. Kate's students/Faculty
  - Mar 20 - The Justice System - Hon. Edward Sheu
  - Mar 27 - Booth Memorial Hospital History - Kim Heikkila (Author of Booth Girls)
- April 23 - Co-Host Regional Parks Cleanup - Como Park
- April 30 - Sd3 Event - NorthDale Rec
- May 28\* - Sd4 Event - Orchard Rec (Date not confirmed)
- Como Garage Sale - May/June?
- June 25 - Tree Trek
- July 8 - Sd2 Event - Streetcar Station (Ice Cream Social)
- Aug 13 Eco Fair (Partner Org - *Donate Good Stuff*)
- Sept 10\* - Sd1 Event - Tilden Area (tentative)

# Committees

**Como Community Council: Officers Meeting**  
**March 9, 2022, 7 p.m.**  
**Zoom: <https://us06web.zoom.us/j/98188636464>**  
**Agenda**

Attendance: Jill Henricksen, Ben Kowalsky-Grahek, Mike Ireland, Jenne Nelson, Chad Smith, Shevek McKee

1. Old Business Part 1

○ **Hybrid Meetings**

- Mike, Chad, & Shevek tested an [Owl](#).
  1. 360-Camera, 8 direction microphone/speaker
  2. competitors are cheaper but a much less quality product, “glorified webcams”
  3. D10 already has projector, portable screen that will be compatible w/ owl
  4. Might need to play with lighting, tweak meeting set-up
  5. Worst case we need some adapters or cables, not expensive
- Shevek checked in with other districts
  1. Most deferring hybrid decisions until at least June, some hoping to remain on zoom for regular meetings forever.
  2. D2 Greater Eastside planning to meet at a bar that has its own hybrid tech.
  3. D15 Highland has an Owl, their ED speaks highly of it so far but they haven’t used it a lot and only with a couple people in person at a time so far.
- Concerns about wifi range in larger streetcar room
- Should expect a learning curve, might need to limit wifi usage in meetings to reduce bogging down.
- Jenne’s work uses Owl, the biggest text was 17 in person and 17 more remote, audio and wifi were an issue.
- Extended Warranty, Owl seems to have discontinued this. Baseline warranty is 30 days full refund (allegedly), 2 year hardware warranty (doesn’t cover accidental damage)
- **Action Item** for purchasing the Owl and, pt. 2, “tech evaluation Committee to do testing”

2. Board Meeting ([March 15](#)) ([W/ changes](#))

- Brooke Blakey invited (New Office of Neighborhood Safety Director)
  - Brooke will come and give an introduction
- Board Agenda Formatting ([alternative proposed agenda format](#))
  - Consent agenda and elimination of regular committee updates
  - Committees would still present action items and important items
  - Financial updates quarterly instead of monthly except important items
    1. Concern about fiduciary responsibility becoming slacked.
    2. Exploring ways to make budget tracking more accessible for board members, including links to gSheet with notes in board packet.
    3. Will still need to spend time at EOY budgeting
  - A matter of trying things out, getting feedback, tweaking
  - Need to create space for people to talk in small groups
    1. In the discussion section?
    2. Officers come up with a discussion topic (current events, things from committees)
    3. Current format hard for new members to jump in the conversation
    4. Need to intentionally give people opportunities to enter the conversation, time to respond
  - Pre-zoom had more before/after mtg interaction
- **Treasurer Report** - what do you want discussed? Approve the financials before or at the board meeting?
- **Action Items**
  - **Officers** - [City Community Engagement Grant \(full packet - 72 pg\)](#)
  - **Environment** - [City Recycling and Drop-Off \(full agreement\)](#)



### 3. Old Business Part 2

#### ○ **2022 Election**

- Postcards should be in the mail already or soon.
- Ballots can now be requested on our website.
  1. Should we consider offering an in-person voting option of some kind?
- 3 applications in so far (including 1 incumbent), 3 more have indicated they would submit.
- [Election Procedures](#)
- Need 2 Election Tellers
- Need to clarify officer selection timing/process
  1. Election for incoming board of directors
  2. Majority vote for new officers
  3. Vote and confirm open seats
  4. Could table the officer elections until May, logistics issues on April and May Check requests.
- Recruiting:
  1. Jenne's Sd3 neighbor is interested
  2. Discussion of the eligibility of a Como student who doesn't live in neighborhood serving on our board, bylaws require the school approve them as representative
  3. Matt K interested in Treasurer, Dan E interested in Vice Chair. Jenne N interested in Chair.
- **Annual Meeting**
  1. Annual report
  2. Michael had written a script for people
  3. Shevek can compile the numbers from different efforts
    - a. Committee Chairs, Jill, Mike, and Shevek could give short presentations
    - b. Reach out to committee chairs
    - c. Do we have a visual component? Slideshow vs. powerpoint
  4. Want to be respectful of time re: long meeting

#### ○ **Amir Locke Letter**

- 2 supportive emails, 1 supportive voicemail

#### ○ **Special Event Ordinance Letter**

- Only Ward 2 responded: *"Thank you for working with the D10 board in reviewing the draft ordinance. The community has raised many valid concerns, and we will be working with the city attorney to address them before sharing another draft with you and others."*

#### ○ **[Sunday Series](#)**

- 2 down, 3 to go.
- [Feb 27 - State Fair History](#) had 17 attending

#### ○ **CIB 2022**

#### ○ **Board Retreat follow-up**

### 4. New Business

- Mike out of town last week of March
- Has created a Mike Ireland exit tasklist, would appreciate feedback

Confirm next meeting: Wednesday, April 13, 7 p.m. at Gabes?

### 5. Adjourn

## Upcoming D10 Dates (*\*tentative*)

- **Sunday Series -**
  - Mar 13 - Mapping Prejudice Update - St. Kate's students/Faculty
  - Mar 20 - The Justice System - Hon. Edward Sheu
  - Mar 27 - Booth Memorial Hospital History - Kim Heikkila (Author of Booth Girls)
- April 19 - Annual Meeting and Elections
- April 23 - Co-hosting Regional Parks Clean-Up Day - Como Park
- April 30 - Celebrate Spring! Event at North Dale Rec - 10:30am-Noon
- \*May 21 - Como Lake Clean-Up, 9-Noon
- May 26 - Como Blood Drive
- \*May 28 - Spring Clean-up (and festival?) at Orchard Rec
- \*May/June - Como Garage Sale weekend
- June 25 - Como Tree Trek
- \*June 28 - Como Lake Clean-Up, 6pm
- July 8 - Ice Cream Social at Streetcar Station, 5:30-8pm
- \*July 26 - Como Lake Clean-Up, 6pm
- August 2 - Como Blood Drive
- \*Sept 10 - Harvest Festival at Tilden Park (area)
- Sept 17 - Citywide Drop-Off at Fairgrounds
- \*Oct 8 - Como Lake Clean-Up, 9-Noon
- \*Oct ? - Fall Tree Trek?
- Oct - Halloween Decoration Contest
- Oct/Nov - Como Curb Clean-up
- Nov - Thanksgiving Meal Drive
- Dec - Holiday Decoration Contest
- \*Jan/Feb - North Dale Winter Event (maybe Northwest Como?)
- \*Feb ? - Winter Clothing Drive? (merge with above?)

**District 10 Como Community  
Council Neighborhood Relations  
Committee**

**COMMITTEE MEETING** *Tuesday,  
march.1, 2022 @ 7:00pm Online*

**Neighborhood Relations Recurring Zoom Link**

<https://us06web.zoom.us/j/93258084399>

**Meeting ID:** 932 5808 4399

**One tap mobile:** +13126266799,,93258084399#

**Call in to meeting:** +1 312 626 6799

**I. ADMINISTRATIVE**

A. Minute Recorder , Sarah Reuter, Darcy Rivers, Mike Ireland, Betsy Wehrwein, Jessica Willman, Kevin Commerford, Shevek McKee\*, Laura Oyen, Mark Machacek, Dawn Lamm, Matt Keliher

**II. OPENING**

A. Call to order B. Community Concerns

**III. NRC BUSINESS**

- 1) [Neighborhood winter drive](#) for the unhoused Feb. 12- 13th, follow up.
- 2) Volunteer sign up form, Flyering dates
- 3) North Como Event, April 30th- what is the material, size of pot, parade of masks, seed ball
- 4) Ice Cream social, July 8th - Kiwanis Club update
- 5) [Como Blood Drive](#) Update- could we use this as a way to create healthy competition among the sub-districts?
  - Dates: Tues, 3/1/22; Thurs, 5/26/22, Tues, 8/2/22, 9am-3pm- mention that having a board member present could be helpful
  - Volunteer shifts 9am-Noon and Noon-3pm, we're covered for 3/1, and halfway there on others.
- 6) Awesome Grant check in
  - a) <https://www.awesomefoundation.org/en/chapters/stpaul>
- 7) [Know Your Como](#) update
- 8) Neighborhood garage sale
- 9) Owl mascot- owl ask in the newsletter friday

**V. NEXT MEETING**

Tuesday, April,5th , 2021 @ 7:00pm - Online

## Notes

- Winter drive
  - Remember to sign up for winter drive
- North como event (north dale)
  - Darcy Rivers with st. paul with park & rec present to answer questions
  - Consider early feb for next year, weather is more predictable
  - 10-Noon for North Como event
  - North Dale Spring event last saturday in april (april 30th)
    - Move our event date from March 5th to April 30th?
    - Work with park & rec to produce event
    - There seems to be a lot of overlap
  - Crafts for kids
    - bring your own crafts
    - Flower masks
    - Recycled art
    - Lawn decorations
    - Potting soil and seeds
  - Include land use, offer them a table at event
    - Place on agenda for environment committee
  - Know your como table
  - Do a D10 specific table
  - Ask other orgs to bring their own table?
- Awesome Grant - What ideas do we have to apply for this?

Owl mascot, 3 events for food where is the food going to be served, Electrical box wrap, bus stop snow removal (sponsor a bus stop), mural, public art

- <https://www.awesomefoundation.org/en/chapters/stpaul>

- Dates- Ice cream social - July 8th, Spring clean up- May 28th, Harvest festival- sept 10th

## Notes 3/1/22

- Winter drive recap
  - Shevek - it would be great to find a partner for the event (next time), great way to get more reach
  - Sarah to reach out about ski event
- Garden spring themed event w/ north dale (april 30th)
  - Morgan will bring pots
  - Still need soil
  - Owl masks, or flower thing (something printable) - This is on Jessica's intern list
  - Jessica will reach out to seed library
  - Seed art, seed balls
  - Meeting with North dale on March 22nd
- Ice cream social (july 8th)
  - Kiwanis club might be charging for malts next year
- Owl mascot
  - Take submissions from the community for the graphic?
  - Owl mascot costume
  - Create a poll
- Blood drive

- Everything has been going smooth
- Awesome grant
  - A lot of non profits are going for this
  - We would need to have a stand out idea to be competitive
  - Owl treasure hunt
  - Sponsor a bus stop
  - Seed art- project
  -

## District 10 Environmental Committee Meeting Agenda

Tuesday, March 8, 2022, 7:00 – 8:00 p.m. Zoom

Zoom Link: <https://zoom.us/j/95701783379?pwd=QVppN2QrR09uNXFUL2ZEMmNwSzh5UT09> Dial in:  
312 626 6799 Meeting ID: 957 0178 3379 Passcode: 134640

Attendance: Jennifer Victor Larsen, Mindy Keskinen, Tracy Kugler , Alex McLane, Claire Klien, Janet Pope, Ted Pope, Gordon Wrobel, Rachel Bowers, Dawn Lamm, Mark Machacek, Mark Karaffa, Jessica Willman, Shevek McKee

### WELCOME & INTRODUCTIONS

Land Acknowledgement

### COMMUNITY SECTION

No topics or concerns

### SPEAKERS / GUESTS

**Mindy Keskinen and Tracy Kuegler from Transition Town ASAP** - Introduction to the group about what they have done, and their ongoing activities. Regular planning group meets monthly on the second Wednesday in the evening (open to public/on zoom), More information:

Communications@TransitionASAP, For newsletter: [mindykeskinen@comcast.net](mailto:mindykeskinen@comcast.net)

### ACTION ITEMS

**All-In Recycling and Citywide Drop Off Agreement** (September 17<sup>th</sup>)

The action item gives permission to sign the contract.

[https://docs.google.com/document/d/1fBpXushSq9lcOTYufaGaL\\_Qa\\_OjKq\\_7zxVcJel\\_013s/edit?usp=sharing](https://docs.google.com/document/d/1fBpXushSq9lcOTYufaGaL_Qa_OjKq_7zxVcJel_013s/edit?usp=sharing)

The event will again be scaled back this year – although they are considering some expansion.

Maggie will again be the lead from D10. Jennifer will again lead the 'Re-Use' area, if they have it.

### FOLLOW UP & REPORT BACKS

- Shevek – City/County Public Works and Watershed. Como Watershed plan – (Link) Survey and Draft - <https://www.surveymonkey.com/r/ComoLakeshoreReview>
- Lawns to Legumes – grant for demonstration neighborhood update? Expect to hear back sometime in March – will know by next month.
- 2022 Little Free Library seed collection locations, We're in process of adding pop up dates to our calendar so if anyone is interested in hosting a CCSL popup for an event, community garden, or for their neighbors, just have them contact me at [DLamm@comoseedlibrary.org](mailto:DLamm@comoseedlibrary.org). Facebook page will have the locations.  
Contact

**Open discussion:** & topics for future presentations & discussion - None

**STANDING UPDATES** (no further updates)

- Como Education
  - Woodland Classroom (Sara Jane Cheney or rep)
  - Trees & Tours/Tree Trek
  - MNSeed (Dawn Lamm)
- Como Community Garden (Shevek)
- ARWG updates (Mike Ireland, Shevek)
- Organics (Shevek)
- Mayor Carter's Climate Justice Advisory Board (Shevek)
- Van Slyke Triangle Garden
- CRWD Partner Grant (Mike Ireland)
- Como Steward Program (Jennifer VL)
- Clean Up Events (Mike Ireland)
- Future Events/Ideas (Jennifer VL)

#### **UPCOMING**

**March 9<sup>th</sup>** - Shared by guest, Tracy Kugler:, St. Paul's United Church of Christ, organized a 5-part series starting tomorrow about Land Acknowledgements

<https://www.dropbox.com/s/1pgxfjh1y1rci7w/Lenten%20Schedule%20Booklet%20-%20FINAL%20copy.pdf?dl=0>

D10 Sunday Series continuing next 3 Sundays: <https://district10comopark.org/sundayseries/>

D10 Elections also coming up in April, if you're interest in joining the board (or signing up for a ballot), you can do either here on our website: <https://district10comopark.org/elections/>

**April 30<sup>th</sup>** - Celebrate Spring neighborhood event at N Dale Rec center. Looking for gardening-related tabling. 10:30 AM. Games, activities for kids. Indoor and outdoor. More information here:

<https://district10comopark.org/sd3event/>

#### **Next Committee Meeting Time**

Tuesday, April 12th, 7:00 p.m. – Zoom

# Land Use Committee – Minutes

District 10 Community Council

Monday March 14, 7pm

Location: Zoom

## Attendees

Board and staff: Maggie Zimmerman, Chad Smith, Alex Zikmund, Shevek McKee

## Committee Business

### Call to Order

- The committee was called to order at 7:05pm. All participants attended via Zoom.

### New Business

- Proposed City Ward Redistricting
  - 5 options are under consideration for new St. Paul ward boundaries, with a potential 6<sup>th</sup> in the works. The city wants it approved by the end of the month, so any comments are needed ASAP.
  - We've historically had better responsiveness from Wards 4 and 5 than Ward 1, so it's worth considering how much of D10 will fall into the new Ward 1.
  - Option 3 poorly reflects the city's natural boundaries and cedes a large amount of D10 to Ward 1
  - Will put our thoughts in the form of a motion against Option 3, noting that natural boundaries are better reflected in the other options.
  - **Motion:** *Moved that the Como Community Council recommends against Option 3 in the proposed City of St Paul Ward Redistricting map. Natural neighborhood boundaries are better reflected in Options 1, 2, 4, and 5.*
    - Maggie Zimmerman moves, Alex Zikmund seconds. Motion passes

Community Space – open to all discussion topics

None

### Updates

- Duke's Auto Notice of Violation (Second)
  - Initially some concerns, but after many discussions had a good year of solid compliance. Owner is essentially subletting it and it's gone off the rails since. One complaint is re: a sign that was complained about in October, and it's still up. Owner may not be very hands-on anymore.
- Como Licenses
  - Como Golf Course & Clubhouse is up for renewal on their Liquor and Entertainment Licenses – April 18, 2022
  - Gabe's by the Park (991 Lexington Pkwy) is up for renewal on their Liquor, Entertainment, and Gambling Licenses – May 5, 2022



- Essence Event Center (1217 Bandana Square) is up for renewal on their Liquor and Entertainment Licenses – May 6, 2022
- K&L Sales (1523 Como Ave) is up for their renewal on their Second Hand Dealer – Auto License – March 29, 2022

#### Coming Events

- Next Board Meeting – March 15 at 7pm
  - April Annual Board Elections
- Next Land Use Meeting – April 6 at 7pm

The committee adjourned at 7:52pm.

#### Resources:

<https://stpaul.maps.arcgis.com/apps/MinimalGallery/index.html?appid=8163a199754d4367b85ee928026b58a1#viewer=4072e243ce984d769324a628bba6a4ed> – St Paul redistricting options

# Action Items

## **Action Item**

**DATE:**

March 9, 2022

**FROM:**

Officers

**ITEM:**

2022 City Community Engagement Grant

**ACTION REQUESTED:**

Moved: The Como Community Council Board approves the submission of materials for the 2022 Community Engagement grant with the City of Saint Paul, and directs the executive director to file the work plan and additional required grant application paperwork.

**BACKGROUND/RATIONALE:**

The district council is eligible for the City of Saint Paul grant program: Community Engagement (\$70,027). The materials include a work plan that establishes goals, priorities, and commitments by the Board and staff under this grant program. Upon City approval of our application, and our filing of proper receipts and other documentation, the City will reimburse the district council for personnel costs and eligible expenses the council incurs for activities related to implementing its work plans. This is D10's primary funding source.

**IMPLEMENTATION:**

The executive director has filed materials, leadership had the opportunity to review and authorize the work plan. Budget allocations in the grant applications were based on the approved 2022 annual budget that the Board approved in Dec. 2021.

[2022 Community Engagement Grant Bundled.pdf](#)

**ISSUES UNRESOLVED OR YET TO BE DETERMINED:**

City approval of the application materials.

## **Action Item**

**DATE:**

March 8, 2022

**FROM:**

Environment Committee

**ITEM:**

2022 All-In Recycling & Citywide Drop Off Agreement

**ACTION REQUESTED:**

Moved: The Como Community Council Board approves the submission of materials for the 2022 Recycling grant with the City of Saint Paul, and directs the executive director to file the required application paperwork (after the board chair signs the document).

**BACKGROUND/RATIONALE:**

The district council is eligible for the City of Saint Paul grant program: Recycling Education and Outreach Support Tiers 1, 2, and 4 (\$2800 base plus reimbursement of ~\$1000). This includes specific promotion of city and county recycling programs, maintenance of the Beulah Ln. Food Scraps Composting site, and **lead** coordination of the Sept. 17 Citywide drop-off event at the State Fairgrounds. Tier 3 pertains to a supporting role for the citywide drop-off events and isn't available for organizations in lead coordination roles (Tier 4). Historically, the City of Falcon Heights has also contributed \$400 to D10 for their resident's participation in the drop-off.

Agreement details are attached below.

**IMPLEMENTATION:**

The board chair will sign the agreements and the executive director will file materials and implement the required promotion and Food Scraps site coordination. Board members will help coordinate with D10 and City Staff to facilitate the volunteers and logistics of the Sept. 17 event (these co-coordinators will receive a stipend for their time). All board members and committee members are requested to help on the day of the drop-off event if possible.

**ISSUES UNRESOLVED OR YET TO BE DETERMINED:**

Specifics of Sept. 17 coordination

Saint Paul district or planning councils receiving grant funds from the City of Saint Paul for recycling education and outreach support are required to fulfill **all** of the following activities to receive the **Tier 1 base funding: \$400**. An end of year report recapping how these activities were completed is **required**.

Tier 1 Activities	Requirements	Amount	Check the box if you are committing to these activities:
<p>Promote waste reduction and recycling programs information.</p>	<ul style="list-style-type: none"> <li>• Include link to <i>stpaul.gov/recycle</i> and information about recycling, waste reduction, composting and disposal options on your website, electronic and/or print newsletters, and other communications channels on a regular basis; a minimum of 1 time per quarter.</li> <li>• Promote the City's ComeClean! Program by encouraging participation and providing the link <i>stpaul.gov/come-clean</i> on your website, electronic and/or print newsletters, flyers, and other communications channels on a regular basis; a minimum of 1 time per quarter.</li> <li>• Continuous Link to <i>RamseyRecycles.com</i> and include "651-633-EASY (3279) Answered 24/7."</li> <li>• Promote Eureka Recycling's phone number continuously on web site for residents with service related questions: 651-222-7678.</li> <li>• Promote Eureka Recycling's app. <i>Copy/graphics provided by City.</i></li> <li>• Take phone calls and answer basic questions about recycling. Refer residents to the city or Eureka Recycling as appropriate.</li> </ul>	<p><b>Base: \$400</b>  <i>Each of these base activities are <u>required</u> in order to request Tier 1 Base funding.</i></p>	<p><input checked="" type="checkbox"/></p>

<p>Make educational materials available to residents (materials provided by the City).</p>	<p>As appropriate: Make the following materials available at DC offices, within new resident packets, in District common spaces, and at neighborhood events:</p> <ul style="list-style-type: none"> <li>• Current Annual Recycling &amp; Garbage Service Guides</li> <li>• Ramsey County Recycling Guide</li> <li>• Citywide Drop off event brochure <ul style="list-style-type: none"> <li>• Other All In Program materials, as available</li> </ul> </li> <li>• Invite/welcome City of Saint Paul or Eureka Recycling staff to neighborhood events, as appropriate.</li> </ul>		
<p>Promote all Citywide Drop-off Events.</p>	<p>Link to <a href="http://stpaul.gov/drop-offs">stpaul.gov/drop-offs</a> on your website(s), electronic and/or print newsletters, and other communications channels.</p>		

### D10 – Como Community Council

## Tier 2 – Funding for Additional Program Support Exhibit A 2022

You have the option to participate in the following additional outreach activities. Funding levels are associated with specific activities. These funds are available to support staff time and miscellaneous supplies (not provided by the city or county). An end of year report recapping how these activities were completed is **required**. Check the box next to each activity you are committed to fulfilling.

Tier 2 Activities	Description	Amount	Check the box for each activity you are committing to:
<p>Support the 2022 “Recycle Smart” Campaign</p>	<p>To address the ongoing problem of contamination in our residential recycling, the City is continuing the “Recycle Smart” campaign to educate residents about what items they should not put in their recycling cart.</p> <ul style="list-style-type: none"> <li>• Share all City of Saint Paul “Recycle Smart” Facebook posts.</li> <li>• Include “Recycle Smart” ads and/or articles in electronic or print newsletters.</li> <li>• Promote “Recycle Smart” on your website and link to the campaign webpage <a href="http://stpaul.gov/recyclesmart">stpaul.gov/recyclesmart</a>.</li> </ul> <p><i>Newsletter and social media copy and graphics will be available from the city at:</i>  <a href="https://drive.google.com/drive/folders/1Fnj63_V1vrdVa0dC5aYU6iDzvXkRS0RG?usp=sharing">https://drive.google.com/drive/folders/1Fnj63_V1vrdVa0dC5aYU6iDzvXkRS0RG?usp=sharing</a></p>	<p>\$100</p>	<p><input checked="" type="checkbox"/></p>

Distribute compostable bags to residents.	<ul style="list-style-type: none"> <li>• Maintain a small supply of compostable bags for residents to pick up.</li> <li>• Document number of bags and materials shared as part of the year-end report.</li> </ul> <p><i>Compostable bags are provided by Ramsey County.</i></p>	\$100	<input checked="" type="checkbox"/>
Outreach to Multi Family Apartment buildings	<p>Help <i>Recycling Program</i> staff connect with property managers and tenants, facilitate face to face meetings with property managers, and assist with site outreach.</p> <ul style="list-style-type: none"> <li>• Promote <a href="http://stpaul.gov/apartmentrecycling">stpaul.gov/apartmentrecycling</a> on your website and through other communication channels.</li> </ul>	\$100	<input checked="" type="checkbox"/>
Support event recycling/composting	<ul style="list-style-type: none"> <li>• Maintain a small supply of Clear Stream recycling/composting containers and bags for the public to borrow.</li> <li>• Keep record of borrowers, establish check out protocols and provide green gathering guide/materials.</li> <li>• Document number of containers and materials shared as part of the year-end report.</li> </ul> <p><i>Clear Stream containers, bags, and green gathering materials are provided by the City of Saint Paul.</i></p>	\$300	<input checked="" type="checkbox"/>
Organics Drop-off site support	<p>Available for District Councils who currently have or will work to establish a 24/7 Ramsey County Organics Drop-off site within their districts. Funding can be used to support staff time for site maintenance (<a href="#">bags refill</a>, <a href="#">keep access open</a> <a href="#">report problems</a>), education and outreach, and maintaining vendor or county agreements.</p>	\$500	<input checked="" type="checkbox"/>

### Tier 3 – Drop off Event Support Exhibit A 2022

Saint Paul district or planning councils receiving grant funds from the City of Saint Paul for Drop-off event support are required to fulfill **all** of the following activities to receive the **Tier 3 base funding: \$400**. A report to the event Lead Organizer noting area collected from and number of pick-ups is **required**.

Additional funds may be requested to reimburse expenses such as vehicle rental or miscellaneous supplies. Councils requesting additional reimbursement must complete and submit a reimbursement report to the event Lead Organizer.

Tier 3 Activities	Description	Amount	Check the box if you are committing to these activities:
			<input type="checkbox"/>

Organize Senior Pickups	<p>Organize pickups of bulky items for seniors or less able-bodied residents in conjunction with at least one citywide drop-off event. Work with the lead organizer to coordinate details of the senior pickups. Responsibilities include:</p> <ul style="list-style-type: none"> <li>• Promote the senior pickup opportunity to your neighborhoods.</li> <li>• Track requests and organizing collection routes.</li> <li>• Recruit volunteers to pick up items and bring to the Citywide Drop off.</li> <li>• Facilitate the use or rental of necessary vehicles or equipment.</li> <li>• Train volunteers as needed per current CDC safety protocols and guidelines.</li> <li>• Provide a description of the area collected from and number of pick-ups made to Event Lead Organizer.</li> </ul> <p>Drop-off Event dates, locations and quantity:</p> <ul style="list-style-type: none"> <li>• TBD-June</li> <li>• TBD September</li> </ul>	<p><b>Base: \$400</b>  <i>This activity is <u>required</u> in order to request Tier 3 Base funding.</i></p>	N/A
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## D10 – Como Community Council

### Tier 4 - Citywide Drop off Event Lead Organizer- 2 pages Exhibit B 2022

The Lead Organizer is responsible for coordination of all activities listed below. Activities may be delegated to other district councils, as needed. Lead Organizers are responsible for all reporting.

**Base funding for the role of Lead Organizer (district council) is \$1,300.** Staff time is capped and included in Base funding only. Additional funds may be requested to reimburse expenses related to support personnel (paid crew leaders, other district council staff, etc.), food, equipment rental costs, permit fees and miscellaneous supplies.

Tier 4 Activities	Requirements	Amount
Coordinate with City staff	<ul style="list-style-type: none"> <li>• Coordinate with City staff on event planning and logistics.</li> </ul>	
Act as the main contact for a event.	<ul style="list-style-type: none"> <li>• District council phone number and website will be included on all event calendars and promotions.</li> <li>• Act as an on-site contact on the day of the event.</li> </ul>	
Assist with site logistics as requested by the city.	<ul style="list-style-type: none"> <li>• Assist city staff where appropriate. This may include confirming the site location, obtaining permits and/or paying fees.</li> <li>• Review and provide advice re: traffic flow on site and on street.</li> </ul>	<p><b>Base: \$1,300</b> +</p>



<p>Coordinate Promotions.</p>	<ul style="list-style-type: none"> <li>• Assist with the development and review of promotional materials.</li> <li>• Assist with communication planning. Event brochure/mailer and distribution will be the responsibility of the City.</li> </ul> <p><i>Additional promotional efforts (newsletter space, advertisement, postcards, etc.) will be reimbursed with supporting documentation.</i></p>	<p>Reimbursement of expenses for food, rental/permit fees, support staff and misc. supplies</p>
<p>Recruit and manage volunteers.</p>	<ul style="list-style-type: none"> <li>• <i>Recruit appropriate number of volunteers as needed.</i></li> <li>• Track volunteers</li> <li>• Provide guidelines &amp; responsibilities</li> <li>• Produce and provide vouchers</li> <li>• Assist with volunteer check in and/or training at events</li> </ul>	<p><input checked="" type="checkbox"/></p>
<p>Coordinate small vendor/service providers.</p>	<ul style="list-style-type: none"> <li>• Coordinate with local vendors to provide collection of small engines and bikes if applicable.</li> </ul>	
<p>Provide food and beverages for volunteers and staff.</p>	<ul style="list-style-type: none"> <li>• <i>Limited amounts of food and beverages will be provided due to Covid-19 Safety Protocols. Types and amounts will be evaluated closer to event as safety guidelines evolve. Maximum reimbursement \$500.</i></li> <li>• Purchase or secure donations for food and beverages.</li> <li>• Provide coolers, ice, cups/napkins/plates.</li> <li>• Provide containers for trash, recyclables and organics.</li> <li>• Assist with proper disposal of trash, recyclables and organics.</li> </ul>	
<p>Organize senior pick up service.</p>	<ul style="list-style-type: none"> <li>• Organize senior pick up service within your district.</li> <li>• Track requests, organize collection routes, communicate with residents and train volunteer crews.</li> <li>• Facilitate the use or rental of necessary vehicles or equipment.</li> <li>• Coordinate with other district councils who organize senior pickups in their district as needed.</li> </ul>	
<p>Complete Final Reporting after the event.</p>	<ul style="list-style-type: none"> <li>• Prepare and submit the final report (including all supporting documentation and an invoice) to the City no later than 45 days after the event.</li> <li>• Review and reimburse other Districts as appropriate.</li> </ul>	

# Action Item

**DATE: 3/09/2022**

**FROM: D10 Officers**

**ITEM: Hybrid Meeting Purchase - The Como Owl**

## **ACTION REQUESTED:**

Moved, the Como Community Council:

1. Approves the purchase of an Owl to facilitate hosting hybrid board and committee meetings.
2. Approves forming an Owl testing workgroup to test and evaluate the tech and report a recommendation back to the board.

## **BACKGROUND/RATIONALE:**

D10 has been meeting remotely for 2 years due to the pandemic. With restrictions easing, there is a growing desire to return to in-person meetings. While remote meetings are not accessible for everyone, it's also proven to make meetings more accessible for some and our attendance numbers actually increased during the last two years. For this reason it's important to make an effort to continue offering remote options for our meetings.

The Owl is a 360 camera and multi-directional microphone/speaker that can connect to Zoom and provide a hybrid meeting environment. There are less expensive options, but they also appear to be a significant reduction in quality.

D10 already has a projector, laptop, and portable screen that will be necessary to pair with the Owl to make hybrid meetings work.

## **IMPLEMENTATION:**

Staff will purchase an Owl with free shipping through Amazon (\$999). There is a 30 day return policy, and a 2 year hardware warranty (doesn't cover accidental damage).

The Owl testing workgroup will try it out in the D10 office and meeting spaces to determine if it won't work for any currently unforeseen reasons, and make recommendations for any additional cords, adapters, or wifi enhancements that may be needed. It's not expected that any additional costs would be significant.

## **ISSUES UNRESOLVED OR YET TO BE DETERMINED:**

Reporting from the Owl testing workgroup. When and how exactly we will make the switch to hybrid meetings.