

DRAFT Minutes

March 15, 2017

CapitolRiver Council Board of Directors Meeting US Bank Center – 16th Floor, Minnesota Room

1. Call to order & Introductions
Chair John Mannillo called the meeting to order at 7:40am.
Board Member attendees: Ed Coleman, Bill Englund, Sandra Erickson, Tom Erickson, Andy Flamm, Kathi Gall, Todd Gray, Bill Hanley, Bill Huepenbecker, Jesse Ingram, Paul Kaelble, Gerry Lauer, Paul Mandell, John Mannillo, James McClean, Chad Roberts, Rhonda Smieja
CRC Staff: Jon Fure
City of Saint Paul Staff: Lucy Thompson
Guests: Roger Fuller, Rod Halvorson, Bill Hosko
2. Approval of Board Meeting Minutes – Feb. 15, 2017
Motion by Todd Gray, seconded by Andy Flam to approve February Board Meeting Minutes.
Motion passed.
3. Chair's Report
John Mannillo said he has negotiated a lease agreement to move the CapitolRiver Council to 180 East 5th Street, but the building owner has not yet responded.
A few board members met yesterday and talked about ways to improve community engagement. Recent skyway committee meetings have been well-attended. Starting with the CRC annual meeting, the suggestion is to allow time for one or more presentations on issues and/or projects, with opportunities for people to speak their minds. This will be one of the main responsibilities of the part-time community organizer – to coordinate these kinds of public engagement meetings quarterly. Staff will follow up on these suggestions.
4. Committee Reports
Motion by Tom Erickson, seconded by Rhonda Smieja to modify agenda to discuss motions from two committees regarding Pedro Park and Police Annex as one issue after the committee reports. Motion passed.
 - Marketing and Fundraising Committee
Kathi Gall said the committee discussed plans to recruit volunteers for Music in Mears and ideas for volunteer appreciation.
The committee also discussed resuming monthly happy hours and ways for improving the holiday fundraiser.
The committee also discussed board member support. The CapitolRiver Council has had a suggested donation of \$100 by board members, which is a common expectation of board members in other nonprofit organizations.
 - Development Review Committee
John Mannillo gave an update on the Treasure Island Center (former Macy's building). According to the Saint Paul Port Authority, tenants include Walgreens, Minnesota Housing Finance Agency, Tria, Saint Paul Police Department (investigative unit), a brew pub, and the ice rink, which will be used by the Minnesota Wild, and will be available to community groups. The building is being designed so that the skyways can remain open, so that groups can use the ice rink in the evenings. The CRC will be invited to go on a tour at a later date.
 - The following motion from the committee will be part of Lucy Thompson's Liaison Report:
Motion from March 14, 2017 Development Review Committee: James McClean

moved and Paul Mandell seconded to put the proposed Central Station Block Design Guidelines on the agenda for the March 15, 2017 board meeting for informational purposes, and on the April board meeting agenda for a vote. Motion passed.

- Public Realm Committee:

Bill Englund said the Feb. 27 committee meeting generated a lot of discussion.

- Motion from Feb. 27, 2017 meeting: Motion by Chris Thomforde, seconded by James LaFaye, that this committee bring to the next CapitolRiver Council meeting the question, who is in charge of the skyway system? Motion approved.

In response to that motion, Bill Hanley said the Skyway Vitality Group that has recently been formed by Council Member Rebecca Noecker and the Mayor's Office is working on addressing these issues. He said he was very impressed with the group's candid assessment of the concerns that have been raised, and CRC is viewed as a serious player in these discussions and is expected to engage the public.

Lucy Thompson said the formal answer to the question is that there are easements, so the system is owned by the City, and there are maintenance agreements with the buildings. All operating costs are the responsibility of building owners.

Paul Mandell asked about the process for responding to a request by a building to close the skyway. Lucy Thompson said a change of skyway hours has to be approved by the City Council, at the recommendation of the Skyway Governance Advisory Committee.

- Motion from Feb. 27, 2017 meeting: Motion by Tom Erickson, seconded by James LaFaye, to adopt the following draft resolution, as revised, and send it to the CapitolRiver Council for consideration. Motion passes. The resolution is as follows:

Whereas Mears Park is an asset to residents, workers and business operators in Saint Paul's Lowertown neighborhood, throughout the City of Saint Paul, and throughout the East Metro Area and beyond; and

Whereas the thousands of residents who live near the park have demonstrated their ability to invest in efforts to maintain and improve the park and surrounding areas; and

Whereas recent efforts to install holiday lighting in Mears Park have resulted in a disappointing display of lights that lack a festive character; and

Whereas the Friends of Mears Park nonprofit organization has been a responsible party for these activities, and would welcome an audit of its past work and related accounting practices;

Now, therefore, be it resolved that the CapitolRiver Council requests that the Saint Paul City Council

1. Allocate \$25,000 for holiday lighting in Mears Park
2. Authorize the Friends of Mears Park to receive that amount directly to in turn hire a contractor to install the lights

3. Make the appropriation available by August 1, 2017 to allow sufficient time to hire a qualified contractor
4. Conduct a financial review or audit of the City of Saint Paul's past funding for holiday lighting downtown

Proposed by CapitolRiver Council Public Realm Committee, Feb. 27, 2017

The board discussed whether the past amount spent on lighting in Mears Park was \$10,000. John Mannillo said that amount was from an email he received, which he will pass along to board members.

Jesse Ingram asked why statement number 4 concerning the financial review was included. That seems to be a separate issue, and maybe the Lowertown Future Fund or Friends of Mears Park should make that request, if those are the organizations that have concerns about how the money has been spent in the past.

Motion by Jesse Ingram, seconded by Tom Erickson, to delete statement number 4 concerning the financial review and to approve the revised. Resolution.

Motion passed. CRC staff will prepare the resolution and send it to the City Council.

- Arts Culture and Entertainment Committee:
Adam Azra'el said committee attendance has been low, so he has spent time inviting people who might be interested in participating from organizations including School of Rock, Saint Paul Conservatory for Performing Arts, McNally Smith, and entertainment venues. His goal is to get a good group of people together at meeting that represents the arts, culture and entertainment scene. A focus of the next committee will be to clarify the purpose and goals of the committee.
- Skyway Governance Advisory Committee:
Andy Flamm said the committee plans to publish a summary of recommendations after the next meeting, which will be on March 31. One committee member resigned, so an application to be on the committee is posted.

5. Pedro Park / Police Annex motions from Development Review and Public Realm committees

- Board members discussed how motions from committees are normally handled. John Mannillo said the CRC is an advisory group to the City Council, and the committees are advisory to the CRC. The following two committee motions were discussed:
 - Motion from March 14, 2017 Development Review Committee to oppose putting the Police Annex building on the market, so we don't lose the opportunity to create a park or use the building for a public purpose.
 - Motion from Feb. 27, 2017 Public Realm Committee meeting that as the city considers how best to make use of the Police Annex space, that 2 issues be the focus: 1) original plans from 1999 and 2006 that had considerable public input and buy-in, and 2) that it not be restricted to office space.

Board members discussed the motions from the committees. Both motions were supportive of the Fitzgerald Park Precinct Plan, which includes the goal to develop a park on this site. The CapitolRiver Council was involved in the process of getting community input during the planning process, and the CRC recommended approval of the plan when it was adopted in 2006. Both motions also oppose restricting the land use to office space if the City follows through with the plan to seek offers to buy the building. Board members discussed the high

office vacancy rate downtown, and expressed concerns about the possibility that the City Council will try to force development in that location through Tax Increment Financing or other subsidies. Bill Englund said that the discussion at the Public Realm Committee meeting included the suggestion that a park at that location would raise property values, as has been the case around Mears Park and Wacouta Commons.

Motion by Jesse Ingram, seconded by Todd Gray, that the CapitolRiver Council take a position that we reinforce support for the Fitzgerald Park Precinct Plan, and to direct staff to write a letter regarding that support to the City of Saint Paul.

Motion passed.

6. Liaison Reports

Lucy Thompson, City of Saint Paul Planning and Economic Development, presented brief information about the Central Station Block Design Guidelines and encouraged board members to review the detailed guidelines online. A public hearing is scheduled before the Planning Commission on April 21, so the CapitolRiver Council may discuss the guidelines in more detail at its April meeting (which will be on April 19).

7. Staff Report

- January and February Monthly Financial Reports: The reports were sent by email on March 14. The balance sheet shows that we have about \$56,000 in unrestricted assets, so we will be able to pay our expenses until we start receiving reimbursements via the City of Saint Paul Community Engagement Contract.

- Draft 2017 budget: The Executive Committee has discussed the budget at recent meetings and asked staff to make sure that projected expenses and revenue are as accurate as possible. The draft budget contains \$62,500 in revenue for the Street Team pilot program, and some of the donations were received in 2016, so staff will make sure that those expenses and revenue are accounted for in the correct years.

The question was asked if the Street Team revenue is anticipated or received, and Jon Fure said the donations have been received. Another question was whether the rent expense takes into account the potential change in rent if the office moves to 180 East 5th Street. Jon Fure said the rent was calculated based on our current rate and the rate that would apply if we move to 180 East 5th Street on June 1.

Motion by Adam Azra'el, seconded by Chad Roberts to approve the budget.

Motion passed.

- Update on job postings (Street Team Contract Program Manager, Community Organizer, Accountant): Staff has received a few proposals for the Accountant contract position and has posted the Street Team Contract Program Manager position. The Community Organizer position will be posted next week.

8. Other announcements:

Tom Erickson asked if the CRC can work with others to leverage the opportunity to market downtown Saint Paul in connection with the 2018 Super Bowl, which is a once-in-50-years marketing opportunity. Visit Saint Paul is working on this, so Jon Fure will coordinate with Adam Johnson to find out if an update can be provided at a future meeting.

9. Adjourn (8:45)

Motion by Kathi Gall, seconded by Todd Gray, to adjourn at 8:58. Motion passed.

10. Open Forum

The Open Forum is an opportunity for anyone in the community to speak before the board, so long as they follow the rules available at the meeting.

Rod Halvorson thanked the board for reaffirming support for the Fitzgerald Park Precinct Plan. Bill Hosko asked why the CRC would leave the US Bank Center. The office is in a highly visible, centrally located space.

He said the City is essentially paying \$6 million to relocate the Saint Paul Police Department from the Police Annex building, which is already paid for, to move to rented space in Treasure Island Center, which is a huge subsidy for that project.

He said the motion to request that the City send money to Friends of Mears Park to pay for holiday lighting in Mears Park is a conflict of interest for John Mannillo.

He said the document that Lucy Thompson handed out regarding Central Station Block Design Guidelines is incomplete. She explained that at the Development Review Committee she handed out copies of PowerPoint slides that gave a summary of the guidelines, and she provided a link to the complete document on the City website.

He said if board meeting discussions are only for board members, then Lucy Thompson should not be seated at the same table as board members, while he and other meeting attendees are not allowed to speak until the end of the meeting.

He said the Pedro Park discussion lacked a broad range of viewpoints. People who live in the Penfield and other buildings that don't have a skyway connection should have been included in discussions about the Police Annex building, and specifically should have been asked if they would like to be able to add a skyway connection to their building via the Police Annex. He also said the City tried to force the owners of the parking lots on that block to sell those parcels, but it was challenged in court and the City lost. Therefore, the only advantage in tearing down the Police Annex building is to increase the size of Pedro Park from 1/8th to 1/4th of a block.