

CapitolRiver Council Meeting Agenda

December 21, 2021, Board of Directors Meeting, 5:15 p.m.

Board members and the public are invited to attend via Zoom videoconference.

Zoom Meeting Link

<https://us02web.zoom.us/j/87480273918?pwd=K1ppS1RycFpZMlZSZGIxeEQxNHBpZz09>

Meeting ID: 874 8027 3918, Passcode: 122532

Rules of Procedure

Welcome to our meeting! When we make decisions as a group, we want all board members and guests to have the opportunity to participate in the discussion. Please wait to be recognized by the Board Chair or other person who is facilitating the meeting. Keep comments and questions brief, and relevant to the agenda item that is being discussed. Avoid making personal attacks or using disrespectful language.

Please see the complete Rules of Procedure at the end of this document for more detail.

Call to Order, Introductions, and Review Meeting Minutes, Chair Jess Grams (5:15-5:30 p.m.)

Call to Order and Land Acknowledgement: We acknowledge that this meeting is taking place on Dakota land and the home of the Ojibway people. We also note that we are blessed to use this digital platform, which is not always available to low-income, rural, or indigenous people and communities. We reflect on this to remember our responsibility and privilege to protect these spaces -- both physical and digital -- and to maintain a respectful environment where all people feel welcome, safe, and able to access the process of decision-making in our work.

- I. Introductions -- Attendees are asked to introduce themselves and answer the following ice-breaker question:
 - What is a potential question, issue or concern related to the [Transportation Chapter of the City's Comprehensive Plan](#).
 - This was discussed in the Development Review Committee, and here's what the group identified: Traffic patterns / volume of traffic in Lowertown w/ CHS Field, the Green Line, Union Depot, the Farmers Market and other popular events; people who are experiencing homelessness needing to get off the train with nowhere to go; proposed street car (Riverview Corridor) and how that will mix with vehicles, pedestrians and bicyclists; Metro Transit Police and / or Saint Paul Police Department roles in transit-related or traffic-related incidents; the skyway system is a public thoroughfare, so skyway-related concerns / issues also overlap with transportation; completing the bike loop and related traffic patterns; airport noise; street reconstruction projects / opportunities to design streets with more of a pedestrian focus; delivery trucks and / or moving trucks and the effects on congestion; tradeoffs of projects that reduce or eliminate parking versus removing a lane of traffic; and could some downtown streets be pedestrian only?
 - What other questions would you add to the list, or do you have questions about anything that is on the list so far? The committee will review and analyze the list in more detail in the future, and identify high-priority concerns that should influence further community engagement.

- II. Previous meeting minutes: Please review the October 19 board meeting minutes. If there are no objections or requested changes, the minutes will be adopted.

Committee / Work Group Updates

Monthly summary prepared by CRC Secretary Judy Miller and Committee Chairs (these written updates were sent to board members and are posted on the CRC website). Also, please see the request by CRC Vice Chair Olga Nichols to help promote volunteer opportunities at Safe Space, and consider volunteering!

Discussion Item (5:30-5:45 p.m.)

- III. Developing a CRC strategic plan for inclusion – Lissa Jones-Lofgren, Leadership and Governance Consultant. A draft document has been created for the board to review. The goal is to review and finalize the document at a future meeting, so that it can be used in board member on-boarding and training, and it will provide guidance on how CRC can work on continuous improvement in creating an inclusive, respectful organizational culture.

Pedro Park Work Group Update (5:45-6:20 p.m.)

- IV. Work Group Chair Julie Printz will discuss the group's final report and next steps. More information about the group's work is on the CRC website: <https://www.capitolrivercouncil.org/pedroworkgroup>

CRC Leadership and Governance (6:20-6:30 p.m.)

- V. Recommended process for approving committees, workgroups and projects: CRC Secretary Judy Miller will lead this discussion, following up on the brief discussion at the October CRC board meeting.

Financial Report and Draft 2022 Budget (6:30-6:40 p.m.)

Executive Director Jon Fure will provide a brief summary of the monthly financial report and draft budget for 2022. The draft budget is intended for discussion only. It includes anticipated income and expenses, and we'll discuss potential changes that the board may want to consider between now and the January board meeting.

Board Member Updates and Future Agenda Items (6:40-6:45 p.m.)

Please feel free to provide any information that you would like board members to be aware of, and suggest ideas for future meeting agendas.

- Executive Director Performance Appraisal: Board Chair Jess Grams and Internal Affairs Officer Lee Knutson will be scheduling the annual performance appraisal in January. Please contact any of the officers with feedback and / or questions. All are welcome to participate.

Adjournment – 6:45 p.m.

CRC MISSION

CapitolRiver Council, an official advisory group to the City Council, represents and works in partnership with all District 17 stakeholders to act on urban planning and community building efforts as part of a shared vision to support sustainable, safe, healthy, and vibrant neighborhoods.

Rules of Procedure

Welcome to our meeting! When we make decisions as a group, we want all board members to have the opportunity to participate in the discussion. The following rules enable us to move through our agenda efficiently, while giving people with different opinions the opportunity to participate in the discussion. When we invite guests to participate, we ask that you also agree to the following:

- Turn off or silence cell phones.
- Wait to be recognized by the board chair before speaking.
- Only one person speaks at a time.
- Keep comments brief – please stay within the allotted time on the agenda for committee updates and other agenda items, and keep other questions and comments to 1 minute.
- Keep comments to the agenda item that is being discussed.
- When you have given your opinion or asked a question, allow others time to give their opinion or ask a question before speaking again.
- Avoid making personal attacks or using disrespectful or offensive language.
- Unless otherwise specified in CRC Bylaws or policy, board action requires:
 - A motion by a board member, seconded by another board member (except that a motion by a committee does not need to be seconded).
 - Discussion by board members.
 - Discussion by the public at the discretion of the chair.
 - A majority of board members must vote in favor of the motion.
 - If a board member proposes one or more changes to a motion, the board must first vote on the proposed change(s) and then vote on the motion.
 - If a board member makes a motion to end the debate on an agenda item and call the previous question, and if it is seconded by another board member, the board must vote on that motion without debate, and if a majority of board members vote in favor of the motion to call the previous question, the board must vote on the motion that was being debated.