

**Highland Park Community Center**  
**1978 Ford Parkway**  
**St. Paul MN 55116**  
**March 2, 2017**  
**Highland Park Community Center**

**Call to Order:** Melanie McMahan, President (7:00pm)

**Roll Call:** Mike Lindsay, Acting Secretary

Directors present: Ken Jopp, Kevin Gallatin, Frank Jossi, Gary Fischbach, Melanie McMahan, Amy Salmela, Mike Lindsay, Bob Whitehead, Gary Thompson, Patti Brady, Nate Hood

Alternates Seated: Sally Bauer, James Beaumaster

Executive Director: Kathy Carruth

**Approval of Agenda:**

Motion made by Kevin Gallatin, seconded by Bob Whitehead, and passed to approve March agenda as presented.

**Approval of Minutes of February Meeting:**

Motion made by Nate Hood, seconded by Kenn Jopp, and passed to approve February meeting minutes as presented.

**Presentations:**

Tom Parent, Saint Paul Public Schools Facilities Director, presented information about the Jie Ming program and the RFP process for the property at 900 Albion Avenue.

Jie Ming: The Jie Ming program started in 2011, currently serves K-5th grades, and has demonstrated the strongest math scores in the school district. Language comprehension scores are also high. 30% of the students are from the Highland neighborhood. The relocation to the Homecroft building (1845 Sheridan Ave W) has been delayed from fall 2017 to fall 2018 to allow the RiverEast School time to relocate to 1050 Kent Street N. No short term updates are planned for the building. Cafeteria updates may be considered long term. Rosemary Dolata, Saint Paul Public Schools Project Manager, was a co-presenter. Bobby Johnson, Jie Ming Mandarin Immersion Academy Principal, was a co-presenter.

900 Albion Avenue: The property at 900 Albion has no strategic value to the school district. It was offered to the city of Saint Paul in September of 2015 and was declined. The RFP process from 2016 resulted in no buyer. Cushman & Wakefield, a real estate broker, is involved now and is overseeing another 60 day request for proposals process and the building is available for tours. The property includes 5.6 acres and the assessed value is not being disclosed to the public. An update will be available in early May. Jeremy Stiffler, Cushman and Wakefield Senior Associate, was a co-presenter.

**Public Comment:** None

## **Standing Committee Reports:**

Community Engagement— Ken Jopp reported on the playground area adjacent to the community center to be completed in the fall of 2017. An update on Great River Passage was provided and noted likely improvements and construction of facilities at Hidden Falls Regional Park. A paddle-share program is in the works and all hinges on federal funding. An RFP for the pool house is still expected this spring.

Transportation — Kevin Gallatin reported on the Snelling Avenue median plan which was passed on to the city and approved. 15 parking bays were added. 45 trees will be planted in the center median. There are several Stop For Me events planned for 2017 and the first one is Saint Patrick's Day.

Community Development — Frank Jossi reported on passing a resolution pertaining to a new business located on Snelling called Trapped Puzzle Room. The resolution recommended the removal of a standard requirement of a 100 foot clearance from the business to the closest point of any residential lot in light of current zoning. A brief update regarding an ongoing dialogue with the homeowner of 1325 Hartford and his process was shared.

City Council Report—Libby Kantner, City Council Member Tolbert's Aide, reported on small Ford Side meetings occurring with neighbors. There are new slides available pertaining to the Ford Site. They are receiving fewer and fewer complaints related to the new recycling system. There is an ongoing dialogue about an ordinance for massage and bodywork businesses. CM Tolbert participated in the Northland Hockey Cup fundraiser.

## **Business Representatives Reports:**

W7BA - Kent Petterson: Present. The annual meeting at Bad Weather Brewing was well attended.

HBA - Anne Langford: Present. Highland Fest is in the works. Anne invited HDC to consider volunteering in a specific area. She noted the installation of the parklet in front of Quixotic and Highland Grill is coming soon.

## **Treasurer's Report:**

Presented by Kathy Carruth. 990-EZ (short form return of an organization exempt from income tax) was submitted for review.

## **Executive Director's Report:**

(See attached).

## **Executive Committee Report:**

Annual meeting election procedures were reviewed. The D15 steering committee has been notified. See attached flowchart for plan update. Kathy Soderberg was approved to join D15 in light of a communication breakdown involving the use of a fax machine.

**New/Other Business:**

Frank Jossi noted the Highland Park High School and Friends of Highland Art variety show is scheduled for March 16th.

Kevin Gallatin verbally offered a rough draft of a resolution in support of Saint Paul Interfaith Network. The resolution will be sent out for a vote electronically before our next meeting.

**Adjourn**

Meeting adjourned at 8:49pm.

**Submitted by Mike Lindsay, HDC Acting Secretary**

## ED Report March 2nd, 2017

### Administrative

#### **Meeting with Peter Myers -Ford Documentary –Fiscal Agency**

I have it set up in QB and will run separate reports each month. We were turned down for the \$10,000 MN Historical Society grant

**2016 COPP Grant for Structural/ Engineering Review** –Parks has gotten the Lead abatement report done, they had a slight delay, -there is no lead inside the building, so there will not be any work done. Parks had a bid for electrical come back at \$10,000, with only \$7,000 in funds left –they are re-negotiating for electrical for \$7,000.

**Annual Meeting –The Annual Meeting is all set for March 29<sup>th</sup>** at Summit Brewing. There will NOT be an April Board meeting –so we will all have to plan accordingly.

**Lease** –Parks has assured me that they are still working on our lease, and a contract for the copier. Still not in effect –not sure where it is...

**City Contract** –It is being routed for signatures and there is a rush on it.

**D 15 Steering Committee Applications** received 20 applications- I have sent out invites to the first Steering meeting on March 22<sup>nd</sup> and an invite to the HDC Annual mtg.

**Travelers Insurance Audit** -needs to be completed

**2017 COPP Funds** –have not asked for anything yet

**990 2016** –will have a draft by the Board meeting can we do electronic approval ?

### HDC Programming

**Volunteer Sign Up Sheet is Active** –the link was sent to the Board-I will include it in Board meeting reminder emails.

**New Resident Welcome** –date is set as Friday April 7<sup>th</sup> –we will keep it in the Village at the Highland Café –we need to do a better job of giving people one drink and then making sure any additional are paid for. Deb needs to make a little money off the event

**Newsletter** Patty has almost all the content and will submit to Concord printing this Friday- added a blurb about the D15 plan, created a tiny url, also a Movie in the Parks section and letter from Melanie

### Other Projects

**Johnson Brothers** – Hoping to get an update from Libby

**Snelling Ave Zoning** – The Committee will weigh in when the Public input at Planning opens up –probably end of March or early April –it has been put on the CDC agenda for March.

**Snelling Ave Median Update**- meeting is next Tuesday night

**HPCC Play Area** –Parks has assigned a Landscape architect for the HPCC Play area, initial survey and soil work will start soon. Kathy Korum called a couple of weeks ago as did John McCarthy (City Finance) –Parks and Finance finally reached an agreement and we are moving forward.

**Ford Update** - the City is planning on a meeting Tuesday, March 7<sup>th</sup> from 6:30 -8:30 PM. I arranged for CDH to host –but will not be in town and they are a little nervous if I'm not there...

**Sibley Plaza** –I spoke with John Kohler who is now responsible for coming up with a master plan by the end of 2017. They have been exploring many different options, trying to form a private partnership. No one wants to build housing –it is too expensive right now?.

**Riverview Corridor Update** –Commissioner Ortega and CM Tolbert are hosting a meeting on Wednesday March 8 at HPCC in the Auditorium. We reserved the room and will promote.

**Hwy 5 Realignment**– Confirmed that CM Tolbert and Libby are pushing Planning and PW to say they are done –no change-Libby????

**Albion School** –at the Board meeting

**Ford and Cleveland** –Aaron Dysart with Public and group met Feb 22, we have 3 artists that we like, and will be voting on one by Friday March 3<sup>rd</sup>, also have a draft letter for an agreement with Escom Properties –need to find out the liability from City of St Paul.

**Great River Passage** –Mary deLaittre is attending the Feb 28<sup>th</sup> CEC meeting.

**HDC Meetings –will update for Board meeting.**

**Feb 28** – CEC meeting 6:30 PM HPCC –Mary de Laittre, Great River Passage

**Feb 28** – Special Transportation Meeting -6:30 -8:00 PM HPCC Auditorium

**March 2** – HDC Board Meeting – 7:00 PM HPCC Community Room

**March 7** – Ford Site Zoning Update -6:30 -8:30 PM Cretin-Derham Hall, 550 Albert St

**March 8** – Riverview Corridor Conversation with CM Tolbert and Com Ortega -6:30 PM  
HPCC Auditorium

**March 14** –Transportation Meeting -7:00 PM HPCC –Agenda?

**March 20** – Prospective Board Member Mtg 6:30 -7:30 PM Highland Cafe

**March 21** – CDC Meeting 6:30 -8:00 PM SPA Science and Math Building Site Plan

**March 21** – HPCC Play Area Design Panel Meeting – 6:30 PM HPCC Village View

**March 22** – HPCC D15 Steering Committee – 6:30 PM HPCC Village View

**March 28** – CEC Meeting Cancelled (moved to March 21<sup>st</sup>)

**March 29** – HDC Annual Meeting Summit Brewing 6:00 PM arrival for Board members –  
if you can

**April** – **NO HDC BOARD MEETING**

**April 7** - New Resident Welcome Highland Café – 6:30 PM