

WHITE - CITY CLERK
PINK - FINANCE
CANARY - DEPARTMENT
BLUE - MAYOR

(Community Development)

CITY OF SAINT PAUL

Council File NO. 272912

Council Resolution

Ruby Hunt

Presented By _____

Referred To _____ Committee: _____ Date _____

Out of Committee By _____ Date _____

WHEREAS, the City Council, by Resolution No. 266179, approved on October 9, 1975, approved guidelines and steps for the establishment of the citizen participation process to aid the City in the development of programs for the City and its neighborhoods; and

WHEREAS, the District 13 Consortium (commonly known as the Lexington-Hamline Community Council, Merriam Park Community Council and Snelling-Hamline Community Council) has applied for recognition as the General District Planning Council for District 13; and

WHEREAS, the Mayor's Office has advised the Council that the District 13 Consortium has complied with the City Council's guidelines and steps and recommends that the City Council recognize their organization and appropriate \$10,000 to assist the organization in implementing its work program; and

WHEREAS, the City Council held a public hearing on Wednesday, April 25, 1979 for the purpose of considering the request of the organization, the Mayor's recommendation, and to hear from all interested persons; now, therefore, be it

RESOLVED, that the Council of the City of Saint Paul does hereby approve and recognize the District 13 Consortium as the General District Planning Council for District 13 and does hereby approve and appropriate the following funds and budget for the organization for the period May 13, 1979 through June 30, 1979, such funds being previously identified and placed in contingency by the City Council on June 29, 1979, Council File Number 271353; and be it

FURTHER RESOLVED, that the Mayor's Office is authorized and directed to administer the budget on behalf of the organization in accordance with such procedures as may be established by the Mayor's Office:

COUNCILMEN

Yeas	Nays		
		6	In. Favor
		0	Against

Butler
~~Hozza~~
Hunt
Levine
Maddox
Showalter
Tedesco

Adopted by Council: _____ Date _____

Certified Passed by Council Secretary

By *Ruby Hunt* _____

Approved by Mavor: _____ Date _____

By _____

Requested by Department of: _____

By _____

Form Approved by City Attorney

By _____

Approved by Mayor for Submission to Council

By _____

WHITE - CITY CLERK
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(Community Development)

CITY OF SAINT PAUL Council Resolution

Council File NO. 272912

Presented By _____

Referred To _____ Committee: _____ Date _____

Out of Committee By _____ Date _____

Page 2

Lexington-Hamline Community Council Budget

Consultant and Contract Services	\$1,850.00
Health Insurance	74.00
Staff Training	397.50
Phone	115.00
Rent	280.00
Consumable Supplies and Postage	133.50
Leadership Training	360.00
	<u>\$3,210.00</u>

Merriam Park Community Council Budget

Rental of Office Space and Equipment	\$ 170.00
Clerical Help	560.00
POST, Merriam Park newspaper	400.00
Postage, Mailings/Literature Drops	300.00
Consumable Supplies	440.00
Office Equipment, Purchase	1,800.00
	<u>\$3,670.00</u>

Snelling-Hamline Community Council Budget

Office Equipment	\$1,070.00
Office Supplies	550.00
Office Space	500.00
Contracted Services	1,000.00
	<u>\$3,120.00</u>

TOTAL DISTRICT 13 CONSORTIUM BUDGET: \$10,000.00

COUNCILMEN

Yeas		Nays	
	Butler		<u>6</u> In Favor
	Hanna		
	Hunt		<u>0</u> Against
	Levine		
	Maddox		
	Showalter		
	Tedesco		

Adopted by Council: _____ Date MAY 3 1979

Certified Passed by Council Secretary

By _____

Approved by Mayor: _____ Date MAY 4 1979

By George Selene

PUBLISHED MAY 12 1979

Requested by Department of:

PED: Community Development Division

By George Selene WZP

Form Approved by City Attorney

By James T. Hart

Approved by Mayor for Submission to Council

By George Selene

EXPLANATION OF ADMINISTRATIVE ORDERS,
RESOLUTIONS, AND ORDINANCES

272912

RECEIVED

MAY 1 1979

MAYOR'S OFFICE

Date: April 26, 1979

TO: MAYOR GEORGE LATIMER

FR: MR. WILLIAM Q. PATTON *W.Q.P.*

RE: RECOGNITION OF THE DISTRICT 13 CONSORTIUM (LEXINGTON-HAMLIN COMMUNITY COUNCIL,
MERRIAM PARK COMMUNITY COUNCIL AND SNELLING-HAMLIN COMMUNITY COUNCIL)

ACTION REQUESTED: Council approval of the attached resolution.

PURPOSE AND RATIONALE FOR THIS ACTION: Recognition of the District 13 Consortium as
the General District Planning Council for District 13 and the appropriation of \$10,000
for the period of May 13, 1979 through June 30, 1979 as allocated in the attached
resolution.

ATTACHMENTS: Council Resolution



Rose Mix

CITY OF SAINT PAUL
INTERDEPARTMENTAL MEMORANDUM

To: Council President David Hozza and Members of the City Council
From: Mr. William Q. Patton and Ms. Karen K. Christofferson *WQP*
Date: April 24, 1979
Re: Budget Request for District 13 Consortium Recognition

The Citizen Participation Budget for 1978-1979, which was approved by City Council on June 29, 1978 placed the sum of \$10,000 in contingency for District 13 if they completed the recognition process during the 1978-1979 budget year.

Due to the fact that there are only two months remaining in the citizen participation budget year, Community Development staff had concern regarding the advisability of the full \$10,000 sum being made available to the District 13 Consortium. As a result of this concern, Community Development staff met with representatives of the Merriam Park Community Council, Snelling-Hamline Community Council and Lexington-Hamline Community Council, the three-member groups of the District 13 Consortium on Monday, April 23, 1979.

District 13 representatives presented their budgets in detail (attached) and explained why they felt that they were justified in receiving the full allocation of \$10,000 for the remainder of the current citizen participation budget year (June 30, 1979). Based upon the information provided by the representatives of the three groups, Community Development staff recommends that the attached budgets be approved for the two months remaining in the 1978-1979 budget year. However, Community Development staff emphasized the following points as they relate to citizen participation funding in the coming year:

1. Only a small portion of District 13 would be CD eligible (low/moderate income) in the coming CD Year V Program Year. Therefore, funding for District 13 in all probability will not exceed \$10,000 for the full 12-month budget year beginning July 1, 1979.
2. District 13 has an established track record of community organization, including an ability to utilize other funding sources. It has been and continues to be the City's position to encourage District Councils to develop and utilize funding sources wherever possible.
3. District 13 intends to function as three separate organizations except on matters pertaining to district planning, the Unified Capital Budgeting Process, and other district-wide issues as identified by the Consortium. It should be clearly understood by all, however, that the citizen participation funds

provided by the City are for the District 13 Consortium. Therefore, it is incumbent upon the three-member organizations to divide the single citizen participation allocation equitably among the three groups.

4. In the coming program year, the District 13 Consortium is strongly encouraged to develop methods of cost sharing between the three-member organizations, i.e., physical facilities, equipment, supplies, etc.

The above issues were thoroughly discussed at the April 23 meeting. The consensus of the group was that the \$10,000 citizen participation allocation for 1979-1980 should be viewed as a supplement to the ongoing operating budgets of the member organizations. The member organizations recognize that they must continue to seek and utilize other funding sources.

WQP/KKC/kk
Attachments

cc: Mayor George Latimer
Ms. Rose Mix, City Clerk ✓
Mr. Gary Stout
Lexington-Hamline Community Council
Merriam Park Community Council
Snelling-Hamline Community Council

LEXINGTON-HAMLIN BUDGET

Consultant and Contract Services (portion of C.O. position for 2 months)	\$1,850.00
Health Insurance (2 months)	74.00
Staff Training (grantsmanship training for 2 people)	397.50
Phone (for 2 months).	115.00
Rent (for 2 months)	280.00
Consumable Supplies and Postage (office supplies and postage)	133.50
Leadership Training (for volunteer participants)	<u>360.00</u>
TOTAL	\$3,210.00

MERRIAM PARK COMMUNITY COUNCIL
BUDGET FOR CITIZEN PARTICIPATION FUNDS

May-June, 1979

Rental of Office Space and Equipment ("new" space in community center, to be used exclusively by community council and Merriam Park <u>POST</u>)	\$170.00
Clerical Help (part time, 20 hrs./wk. @ \$3.50)	560.00
<u>POST</u> , Merriam Park community newspaper (calendar of events, public meeting notices, etc., two issues, 6,000-plus each)	400.00
Postage, Mailings/Literature Drops	300.00
Consumable Supplies (stencils, envelopes and stationery, typewriter and newspaper supplies, etc.)	440.00
Office Equipment, Purchase (IBM Selectric, Smith-Corona portable, desk, several full-suspension file drawers)	<u>1,800.00</u>
TOTAL	\$3,670.00

SNELLING-HAMLIN COMMUNITY COUNCIL
BUDGET FOR CITIZEN PARTICIPATION FUNDS

February 22, 1979

Office Equipment (record-a-phone, file cabinets, desk, chair)	\$1,070.00
Office Supplies (paper, postage, etc.)	550.00
Office Space (rent, utilities, phone)	500.00
Contracted Services	<u>1,000.00</u>
TOTAL	\$3,120.00

FILED

APR 25 12 47 PM '79

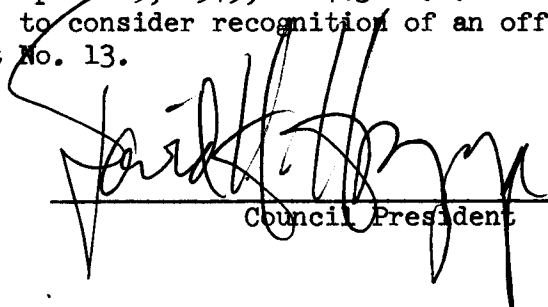
CITY CLERK'S OFFICE
ST PAUL, MINN.

April 16, 1979

Rose Mix, City Clerk
386 City Hall
St. Paul, Minnesota

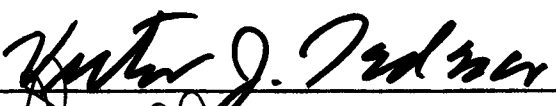
Dear Rose:

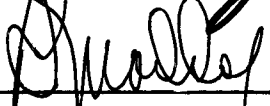
Please be notified that I have called a special meeting of the City Council for Wednesday, April 25, 1979, at 7:30 P.M. at St. Mark's School, 1983 Dayton Avenue, to consider recognition of an official group to represent District No. 13.





Council President

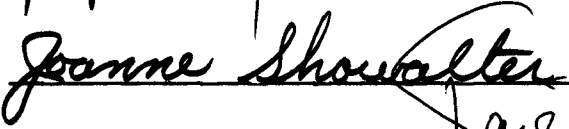
We, the undersigned Councilmen, do hereby waive written notice requirements for a special meeting of the City Council on Wednesday, April 25, 1979, at 7:30 P.M. at St. Mark's School, 1983 Dayton Ave., for reasons stated above.




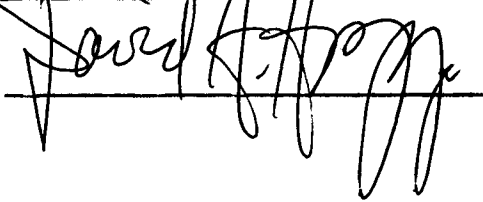












11

11

April 5, 1979

Ms. Karen Christofferson
Community Development Coordinator
14th Floor, City Hall Annex

Dear Ms. Christofferson:

The City Council today agreed that the hearing to consider recognition of the District 13 Consortium would be held at 7:30 P.M. at St. Mark's School on April 25, 1979.

Very truly yours,

Rose Miz
City Clerk

ABO:la

March 29, 1979

Ms. Karen Christofferson
Citizens Participation Coordinator
Lowry Annex
St. Paul, Minnesota

Dear Ms. Christofferson:

The City Council will hold a public hearing on April 25, 1979, at 7:30 P.M. to consider recognition of the District 13 Consortium. For your further information, please be advised that another item involving a discussion on the proposed Job Corps Center at the Bethel College site will also be discussed at the same meeting after the hearing on District 13.

Very truly yours,

Rose Mix
City Clerk

ABO:la

cc: Mayor Latimer

March 29, 1979

Honorable George Latimer
Mayor
Room 347, City Hall
St. Paul, Minnesota

Dear Mayor:

The City Council will hear citizens concerned with the proposed Job Corps Center at the Bethel College site on Wednesday, April 25, 1979 at 7:30 P.M. in the City Council Chambers. The discussion on the Job Corps Center will follow a hearing to consider the recognition of the District 13 consortium.

Very truly yours,

Rose Mix
City Clerk

ABO:la



GEORGE LATIMER
MAYOR

CITY OF SAINT PAUL
OFFICE OF THE MAYOR

347 CITY HALL
SAINT PAUL, MINNESOTA 55102
(612) 298-1323

MEMORANDUM

To: Council President David Hozza
Members of the City Council

From: Mayor George Latimer *GL*

Date: April 2, 1979

Re: Recognition of the District 13 Consortium
(Merriam Park Community Council, Snelling-Hamline Community
Council, Lexington-Hamline Community Council)

Attached is the report and recommendation of the Community Development Division regarding recognition of residents in the District 13 neighborhood as the District 13 Consortium.

This report should prove useful in the Council hearing on Wednesday, April 25, 1979. I would also like to point out that the District 13 hearing will complete the recognition process in all 17 districts.

If you have any questions, please contact Mr. William Patton directly.

GL/kk
Attachments

cc: Rose Mix
 Gary Stout

FILED
APR 4 1 09 PM '79
CITY CLERK'S OFFICE
ST PAUL, MINN.



CITY OF SAINT PAUL
INTERDEPARTMENTAL MEMORANDUM

To: Mayor George Latimer

From: Mr. William Q. Patton, Administrator of Community Development *WQP*

Date: April 2, 1979

Re: Recognition of the District 13 Consortium as the General District Council for District 13

Background

In recent months, representatives of the Merriam Park Community Council, Snelling-Hamline Community Council and the Lexington-Hamline Community Council met on a regular basis for purposes of formulating by-laws for the District 13 neighborhood.

The culmination of this effort resulted in community meetings being held on January 24, 1979 and February 8, 1979, where by-laws were ratified. Membership in the consortium is selected from the membership of the Merriam Park Community Council, Snelling-Hamline Community Council and the Lexington-Hamline Community Council.

Work Program

The District 13 Consortium's work program consists of short-term planning activities (i.e., United Capital Resources Allocation Plan) to increase citizen participation and to work together on issues of district-wide substance. District 13 has completed a General District Plan.

By-Laws

By-laws were ratified in January and February of 1979 at community meetings hosted by the respective community organizations. Notification was provided for in the Eavesdropper and Merriam Park Post monthly neighborhood publications.

Budget

Community Development Division staff and district representatives are still meeting to work out the details of the District 13 budget for the period from May 1, 1979 to June 30, 1979. Budget details will be available to the City Council prior to final Council action on the recognition process.

Recommendation

The Office of Community Development is satisfied that the District 13 Consortium, as proposed in the attached documents, meets the intent and purposes of Council File No. 266179, establishing a process for citizen participation by designated districts in the City of Saint Paul.

Therefore, we recommend that the District 13 Consortium, as proposed, be recognized as the General District Council for District 13.

WQP/k1k
Attachments

cc: Gary Stout

March 26, 1979

Council President Dave Hozza
City Hall
Saint Paul, Mn. 55102

Dear Councilman Hozza:

We, the presidents of the three established community councils in City Planning District 13, are pleased to transmit to you the enclosed by-laws and budgets of the District 13 Consortium.

As you know, our councils have been in existence for some time and have each promoted full citizen participation in the effort to maintain our neighborhoods as viable, livable urban communities. The completion of the District 13 Plan, which was adopted by the City Council in the summer of 1978, was made possible through widespread citizen involvement and the cooperation of our three councils. The resulting document was the first district plan to be completed, and is still the only such plan adopted by the City Council.

The District 13 Plan forms the framework of our individual work programs as community councils, although each council sets its own priorities in conjunction with the wishes of its neighborhood. As pointed out in the by-laws each council pledges to continue its efforts to promote citizen participation in its activities and in the Community Development proposal process, and to submit a unified list of ranked C.D. proposals each funding year.

In submitting these documents to you we are formally applying for City Council "recognition" as qualified to receive citizen participation monies under the Community Development program. The by-laws and the budgets of each council were approved at open, public meetings held by each council: Merriam Park on January 24, 1979, and Snelling-Hamline and Lexington-Hamline on February 8, 1979. The meetings were publicized in a full-page ad in the Merriam Park Post's January issue (which was distributed in the Snelling-Hamline area as well) and in the Lexington-Hamline Eavesdropper.

The process of developing and approving the by-laws of the Consortium and the purposes for which citizen participation funds would be used was open in every respect. Each council appointed representatives who worked in concert to come up with a feasible and fair cooperative arrangement which is in the self-interest of both the councils and the residents they serve. These representatives repeatedly returned to their council to report back and receive instructions.

Final approval in each case was granted at a public meeting. The Lexington-Hamline Community Council approved the document at its well-attended annual meeting in conjunction with a general discussion of community council and committee goals and objectives for the coming year.

We would appreciate your assistance in expediting City Council review in order that the District 13 Consortium could become operational in this fiscal year. Prompt approval would assist our councils in publicizing the current Year V Community Development proposal process. Jim Bobzien, Merriam Park Community Organizer, will act as our contact for making any necessary arrangements.

Sincerely,

Betty McLaughlin, President
Merriam Park Community Council

Rich Upton, President
Snelling-Hamline Community Council

Karl Grahek, President
Lexington-Hamline Community Council

cc: Karen Christofferson

Encl: District 13 Consortium By-Laws
Community Council Budgets (3)
Budget Breakdown, District 13 C.P. Funds

By-Laws of The
DISTRICT 13 CONSORTIUM

ARTICLE 1. NAME.

Section 1. The name of the organization shall be District 13 Consortium, hereinafter referred to in these By-Laws as the "Consortium".

ARTICLE 11. AREA SERVED.

Section 1. The area served by the Consortium, hereinafter referred to in these By-Laws as the "District", shall be that portion of the City of Saint Paul known as "Planning District 13", bounded by University Avenue west to Cleveland Avenue to I-94 on the north, Lexington Avenue on the east, Summit Avenue on the south, and the Mississippi River and the western city limits on the west.

ARTICLE 111. CONSORTIUM.

Section 1. The Consortium shall be made up of three (3) members, hereinafter referred to in these By-Laws as the "Councils", as follows:

A. Merriam Park Community Council, bounded by Snelling Avenue on the east; the Mississippi River and the western city limits on the west; University Avenue west to Cleveland Avenue to I-94 on the north; and Summit Avenue on the south;

B. Snelling-Hamline Community Council, bounded by Hamline Avenue and the Short Line on the east, Snelling Avenue on the west, University Avenue on the north and Summit Avenue on the south;

C. Lexington-Hamline Community Council, bounded by Lexington Avenue on the east, Hamline Avenue and the Short Line on the west, University Avenue on the north and Summit Avenue on the south.

Article IV. ENSURANCE OF CITIZEN PARTICIPATION.

Section 1. The three aforementioned, existing Councils shall ensure that all residents of their respective areas shall have the opportunity to become involved in the citizen participation process in the following manner:

A. Each Council shall be responsible for ensuring that their activities are open and non-discriminatory, and that their meetings are open to the public.

B. Each Council shall be responsible for the publicizing of public hearings in their own area at which CIB-CD proposals shall be ranked. The method of communication may include notice given at meetings of the Councils, mailings, flyers, and/or publication in such media as the Lexington-Hamline EAVESDROPPER, the Merriam Park POST and such other means as may be established. Each Council takes responsibility for making whatever efforts they deem necessary and appropriate in their areas.

ARTICLE V. CENTRAL COMMITTEE

Section 1. Each of the three (3) Councils shall appoint three (3) delegates to serve on a "Central Committee", hereinafter referred to in these By-Laws as the "Committee".

Section 2. Term of Office. Each delegate on the Committee shall serve for one (1) year, and may be reappointed at the pleasure of the delegate's Council.

Section 3. Method of Removal. Any Committee delegate may be recalled at any time by the Council which appointed the delegate.

ARTICLE VI. COMMITTEE OFFICERS

Section 1. There shall be no formal officers of the Committee.

ARTICLE VII. COMMITTEE MEETINGS AND VOTING

Section 1. Publicity. All Committee meetings shall be publicized and open to the public.

Section 2. Meetings. Meetings shall be held as the need arises, with at least one meeting annually at which a unified list of funding priorities for the CIB-CD budget shall be determined.

Section 3. Quorum. A quorum shall consist of five (5) delegates, with at least one delegate from each Council area.

Section 4. Voting. The act of the majority of the delegates present shall be the act of the Committee on such question.

ARTICLE VIII. POWERS AND DUTIES OF THE COMMITTEE

Section 1. Purpose. The Committee is established by the three Councils for the following purposes:

A. To receive and distribute citizen participation funds to the respective Councils.

B. To submit a unified list of funding priorities for the CIB-CD budget.

C. To cooperate in other ways which might be determined in the future by the affirmative vote of all three Councils.

Section 2. Limitation of Powers. The Committee shall have no power over the three Councils, but rather is created by those Councils to further cooperation among themselves.

A. The Committee and the Consortium shall not be considered the District contact with respect to early notification and other communications from the City. Early Notification System (ENS) mailings and other

contacts shall continue to be directed to the appropriate Council for their independent action.

ARTICLE IX. METHOD OF DISTRIBUTION OF CITIZEN PARTICIPATION MONIES.

Section 1. Allocation. All citizen participation monies allocated for the District shall be divided among the Councils according to the following formula:

A. Ninety percent of the monies shall be equally divided among the three (3) Councils, 30%--30%--30%.

B. The remaining 10% shall be divided according to population, as a percentage of total District population. The 1975 District population estimate, as determined by the Saint Paul City Planning Division (reported on pages 32-33 of the District 13 Plan) shall be used as a guide.

Section 2. Budgeting. Each Council shall be solely responsible for the proper budgeting and accounting of funds allocated to it, and shall appoint two (2) individuals to sign requisitions, vouchers and other financial documents for reimbursement through city citizen participation funds.

Section 3. Committee Funding. No monies shall be budgeted for the operation of the Committee. The Councils shall contribute any nominal funds as are deemed necessary.

ARTICLE X. RULES OF ORDER.

Section 1. The Committee may, by majority vote, establish operating rules as they deem necessary provided, however, that Roberts Rules of Order (revised) shall govern the proceedings of all meetings except as otherwise provided in these By-Laws.

ARTICLE XI. AMENDMENTS.

Section 1. Amendments to these By-Laws may only be made by the affirmative vote of all three (3) Councils.

ARTICLE XII. METHOD OF DISSOLUTION OF THE CENTRAL COMMITTEE.

Section 1. The Consortium and the Committee may be dissolved by any one of the member Councils formally withdrawing from the Consortium and notifying in writing the other member Councils of such action and its effective date.

March 26, 1979

Council President Dave Hozza
City Hall
Saint Paul, Mn. 55102

Dear Councilman Hozza:

We, the presidents of the three established community councils in City Planning District 13, are pleased to transmit to you the enclosed by-laws and budgets of the District 13 Consortium.

As you know, our councils have been in existence for some time and have each promoted full citizen participation in the effort to maintain our neighborhoods as viable, livable urban communities. The completion of the District 13 Plan, which was adopted by the City Council in the summer of 1978, was made possible through widespread citizen involvement and the cooperation of our three councils. The resulting document was the first district plan to be completed, and is still the only such plan adopted by the City Council.

The District 13 Plan forms the framework of our individual work programs as community councils, although each council sets its own priorities in conjunction with the wishes of its neighborhood. As pointed out in the by-laws each council pledges to continue its efforts to promote citizen participation in its activities and in the Community Development proposal process, and to submit a unified list of ranked C.D. proposals each funding year.


In submitting these documents to you we are formally applying for City Council "recognition" as qualified to receive citizen participation monies under the Community Development program. The by-laws and the budgets of each council were approved at open, public meetings held by each council: Merriam Park on January 24, 1979, and Snelling-Hamline and Lexington-Hamline on February 8, 1979. The meetings were publicized in a full-page ad in the Merriam Park Post's January issue (which was distributed in the Snelling-Hamline area as well) and in the Lexington-Hamline Eavesdropper.

The process of developing and approving the by-laws of the Consortium and the purposes for which citizen participation funds would be used was open in every respect. Each council appointed representatives who worked in concert to come up with a feasible and fair cooperative arrangement which is in the self-interest of both the councils and the residents they serve. These representatives repeatedly returned to their council to report back and receive instructions.

Final approval in each case was granted at a public meeting. The Lexington-Hamline Community Council approved the document at its well-attended annual meeting in conjunction with a general discussion of community council and committee goals and objectives for the coming year.

We would appreciate your assistance in expediting City Council review in order that the District 13 Consortium could become operational in this fiscal year. Prompt approval would assist our councils in publicizing the current Year V Community Development proposal process. Jim Bobzien, Merriam Park Community Organizer, will act as our contact for making any necessary arrangements.

Sincerely,


Betty McLaughlin, President
Merriam Park Community Council


Rich Upton, President
Snelling-Hamline Community Council


Karl Grahek, President
Lexington-Hamline Community Council

cc: Karen Christofferson

Encl: District 13 Consortium By-Laws
Community Council Budgets (3)
Budget Breakdown, District 13 C.P. Funds

BUDGET BREAKDOWN FOR
DISTRICT 13 CITIZEN PARTICIPATION FUNDS

RENT \$2,280

COMMUNICATIONS 2,616

EQUIPMENT, PURCHASE 600

CONSULTANT & CONTRACT SERVICES 4,504

TOTAL DISTRICT 13 C.P. FUNDS \$10,000

MERRIAM PARK COMMUNITY COUNCIL
BUDGET FOR CITIZEN PARTICIPATION FUNDS

Rental of office space & equipment	\$1,000
Communications	
Postage, consumable supplies	670
Merriam Park <u>Post</u>	1,400
Purchase of equipment	<u>600</u>
 TOTAL	 \$3,670

SNELLING-HAMLIN COMMUNITY COUNCIL
BUDGET FOR CITIZEN PARTICIPATION FUNDS

February 22, 1979

Office Equipment, Rent & Utilities	\$1,000.00
Expendible Supplies	500.00
Contracted Services	1,620.00
	<u> </u>
	<u>\$3,120.00</u>

Lexington-Hamline Budget

Consultant and Contract Services \$2,450.00

Health Insurance 74.00

Leadership Training 360.00

Rent 280.00

Consumable Supplies and Postage 46.00

TOTAL \$3,210.00

By-Laws of The

DISTRICT 13 CONSORTIUM

ARTICLE 1. NAME.

Section 1. The name of the organization shall be District 13 Consortium, hereinafter referred to in these By-Laws as the "Consortium".

ARTICLE 11. AREA SERVED.

Section 1. The area served by the Consortium, hereinafter referred to in these By-Laws as the "District", shall be that portion of the City of Saint Paul known as "Planning District 13", bounded by University Avenue west to Cleveland Avenue to I-94 on the north, Lexington Avenue on the east, Summit Avenue on the south, and the Mississippi River and the western city limits on the west.

ARTICLE 111. CONSORTIUM.

Section 1. The Consortium shall be made up of three (3) members, hereinafter referred to in these By-Laws as the "Councils", as follows:

A. Merriam Park Community Council, bounded by Snelling Avenue on the east; the Mississippi River and the western city limits on the west; University Avenue west to Cleveland Avenue to I-94 on the north; and Summit Avenue on the south;

B. Snelling-Hamline Community Council, bounded by Hamline Avenue and the Short Line on the east, Snelling Avenue on the west, University Avenue on the north and Summit Avenue on the south;

C. Lexington-Hamline Community Council, bounded by Lexington Avenue on the east, Hamline Avenue and the Short Line on the west, University Avenue on the north and Summit Avenue on the south.

Article IV. ENSURANCE OF CITIZEN PARTICIPATION.

Section 1. The three aforementioned, existing Councils shall ensure that all residents of their respective areas shall have the opportunity to become involved in the citizen participation process in the following manner:

A. Each Council shall be responsible for ensuring that their activities are open and non-discriminatory, and that their meetings are open to the public.

B. Each Council shall be responsible for the publicizing of public hearings in their own area at which CIB-CD proposals shall be ranked. The method of communication may include notice given at meetings of the Councils, mailings, flyers, and/or publication in such media as the Lexington-Hamline EAVESDROPPER, the Merriam Park POST and such other means as may be established. Each Council takes responsibility for making whatever efforts they deem necessary and appropriate in their areas.

ARTICLE V. CENTRAL COMMITTEE

Section 1. Each of the three (3) Councils shall appoint three (3) delegates to serve on a "Central Committee", hereinafter referred to in these By-Laws as the "Committee".

Section 2. Term of Office. Each delegate on the Committee shall serve for one (1) year, and may be reappointed at the pleasure of the delegate's Council.

Section 3. Method of Removal. Any Committee delegate may be recalled at any time by the Council which appointed the delegate.

ARTICLE VI. COMMITTEE OFFICERS

Section 1. There shall be no formal officers of the Committee.

ARTICLE VII. COMMITTEE MEETINGS AND VOTING

Section 1. Publicity. All Committee meetings shall be publicized and open to the public.

Section 2. Meetings. Meetings shall be held as the need arises, with at least one meeting annually at which a unified list of funding priorities for the CIB-CD budget shall be determined.

Section 3. Quorum. A quorum shall consist of five (5) delegates, with at least one delegate from each Council area.

Section 4. Voting. The act of the majority of the delegates present shall be the act of the Committee on such question.

ARTICLE VIII. POWERS AND DUTIES OF THE COMMITTEE

Section 1. Purpose. The Committee is established by the three Councils for the following purposes:

A. To receive and distribute citizen participation funds to the respective Councils.

B. To submit a unified list of funding priorities for the CIB-CD budget.

C. To cooperate in other ways which might be determined in the future by the affirmative vote of all three Councils.

Section 2. Limitation of Powers. The Committee shall have no power over the three Councils, but rather is created by those Councils to further cooperation among themselves.

A. The Committee and the Consortium shall not be considered the District contact with respect to early notification and other communications from the City. Early Notification System (ENS) mailings and other

contacts shall continue to be directed to the appropriate Council for their independent action.

ARTICLE IX. METHOD OF DISTRIBUTION OF CITIZEN PARTICIPATION MONIES.

Section 1. Allocation. All citizen participation monies allocated for the District shall be divided among the Councils according to the following formula:

A. Ninety percent of the monies shall be equally divided among the three (3) Councils, 30%--30%--30%.

B. The remaining 10% shall be divided according to population, as a percentage of total District population. The 1975 District population estimate, as determined by the Saint Paul City Planning Division (reported on pages 32-33 of the District 13 Plan) shall be used as a guide.

Section 2. Budgeting. Each Council shall be solely responsible for the proper budgeting and accounting of funds allocated to it, and shall appoint two (2) individuals to sign requisitions, vouchers and other financial documents for reimbursement through city citizen participation funds.

Section 3. Committee Funding. No monies shall be budgeted for the operation of the Committee. The Councils shall contribute any nominal funds as are deemed necessary.

ARTICLE X. RULES OF ORDER.

Section 1. The Committee may, by majority vote, establish operating rules as they deem necessary provided, however, that Roberts Rules of Order (revised) shall govern the proceedings of all meetings except as otherwise provided in these By-Laws.

ARTICLE XI. AMENDMENTS.

Section 1. Amendments to these By-Laws may only be made by the affirmative vote of all three (3) Councils.

ARTICLE XII. METHOD OF DISSOLUTION OF THE CENTRAL COMMITTEE.

Section 1. The Consortium and the Committee may be dissolved by any one of the member Councils formally withdrawing from the Consortium and notifying in writing the other member Councils of such action and its effective date.



MERRIAM PARK COMMUNITY COUNCIL, Inc

648-0348 • WILDER AT SAINT ANTHONY • SAINT PAUL, MINNESOTA 551

PRESIDENT'S REPORT APRIL 25, 1979

DISTRICT 13 CONCEPTS: This evening the City Council will be present for the Public Hearing required for recognition of District 13. There will be opportunity for each of you to speak if you wish in support of or against the recognition. We hope for official recognition at a City Council meeting next week. If any of you would like to be notified of the day City Council approves the recognition so you can attend, let me know this evening and I'll get the day and time out to you.

It was necessary for us to alter our Merriam Park Community Council Budget from that approved last month by our council. The total is the same:

Rental of office space and equipment (to be used by Council and POST)	\$170
Clerical help part time 20 hours/week @ \$3.50	560
POST, community newspaper, calendar of events, public hearing meeting notices two issues 6000 plus each	400
Postage, mailings, literature drops	300
Consumable supplies (stencils, envelopes, stationery, typewriter cartridges and newspaper supplies)	440
Office equipment, purchase (IBM Selectric, Smith Corona portable, desk, several full suspension file cabinets)	1800
	\$3970.00

The clerical help will be necessary to help us catch up. Jim Bobelien assumed his new position over two weeks ago and we have been handling only what is absolutely necessary.

The Central Committee: In a letter sent to you with the March 28th minutes, I stated our three representatives would be Mary Copas, Dennis Grogan and myself. After it was written, we lost the services of Jim. Since the Central Committee will have to meet as soon as possible after recognition to rank the District 13 proposals before the May 11th deadline, Bruce Fottle, Planning Chair will replace Mary as a representative. Bruce has worked with Jim on the Merriam Park proposals and has the most knowledge about them. Mary does not wish to serve as an alternate. We will need one alternate available from Merriam Park. Please advise me tonight if you are interested.

COMMUNITY ORGANIZER: As stated above, Jim has been promoted to Program Director at the Center. Because of a personal commitment, my time has been limited the past ten days and I'm grateful to Jim for continuing to keep things rolling in addition to his new duties. He has done a superb job the past 19 months and his shoes will be hard to fill. The Center began taking applications for a new CO this week. However, it will probably be the end of May before we have a working CO. In the past we had 70% of the CO's time. We will now receive 50% of the time. This will require revised planning, etc., of our time. I will call an Executive Committee meeting within the next week to come up with an operating plan for the Council with the reduced CO time. Any suggestions you may have would be most welcome. I will fill in as much as possible until we have a new CO. I know all of us are happy for Jim in securing his new