



## Capitol Area Architectural and Planning Board



204 Administration Building  
50 Sherburne Avenue  
Saint Paul, Minnesota 55155  
Phone: 651.757.1500  
Web: [www.mn.gov/CAAPB](http://www.mn.gov/CAAPB)  
TTY: 800.627.3529

### Community Vitality Task Force Meeting February 27 2024 12:00 – 1:00 p.m. Agenda & Meeting Minutes

#### AGENDA

Call to Order: 12:00pm

Discussion: Recommendations Memo Revisions

Discussion: Grant Program Governance and Administration

- o Review of Options - Intermediary, Donor-Advised Fund, CAAPB
- o Community Involvement - Long-Term or One-Time Initiative
- o CAAPB Administration Feasibility

Wrap-Up Reminders

Adjourn 1:00 pm

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#### PRESENT

Virtual: Erik Dahl, Peter Musty, Cindy Kue, Hannah Hills\*\*, Representative Isaac Schultz\*, Senator Sandy Pappas\*, Gloria Contreras-Edin\*, Ryan Wiskerchen, Tony Johnson, Lindsey Burdick^, Josh Bergeron^, Jenie Gao^, Carlo Cuesta^, Stephanie Devitt^, Jay Kuvaas^

(\* Task Force Members, \*\* Task Force Chairs, ^Consultants)

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## MEETING MINUTES

**Meeting called to order: 12:07pm**

### **Discussion: Recommendations Memo Revisions**

Erik informed the Task Force that the CAAP Board would not be reviewing and voting on the Community Vitality Account Recommendations Memo on March 1, as originally scheduled. He shared that Representative Ginny Klevorn would be meeting with them on Thursday 2/29 to review the details that needed to be further refined within the memo.

### **Discussion: Grant Program Governance and Administration**

#### Review of Options - Intermediary, Donor-Advised Fund, CAAPB

Stephanie Devitt reviewed the Subgroup's purview - developing the grant program's structure, governance, and administration. In addition to the intermediary and donor-advised fund administration options, working with the City of Saint Paul was also brought forward as another potential route.

Senator Sandy Pappas urged the Task Force to be mindful of overcomplicating fund usage regulation, and expressed her desire to see the funds reach the community as soon as possible. It was noted that the group shouldn't discount the idea of CAAPB fund administration. Task Force members agreed on the need for further conversations with external stakeholders (such as the St. Paul and Minnesota Foundation) for gauging possibilities of them acting as fund holders, or even contributors who match existing grant amounts for targeted regional vitality projects.

#### Community Involvement - Long-Term or One-Time Initiative

It was underscored that, regardless of the Task Force's choice of administrator, the community would still need to have an ongoing voice in decision making. The recurring primary theme of discussion was how economic development cannot be separated from community planning, as both go hand-in-hand for sustainable growth. It was also mentioned that lack of resources often hampers community efforts toward progress; therefore, facilitating assistance is crucial. Hannah Hills, Gloria Contreras-Edin, and Representative Isaac Schultz all shared vocal support for these sentiments. Concerns were raised regarding strategies for stimulating community leader development and engagement in a group like this, given the potentially high amounts of time and dedication required. Gloria noted that one aspect of mitigating that needed to be the

engagement of current, existing grassroots neighborhood and community organizations - rather than creating something from scratch.

#### CAAPB Administration Feasibility

The Task Force discussed whether or not CAAPB has statutory authority to oversee the grant program. A point was raised that, even if there is not alignment with current regulations, there is also the possibility of amending the statute - if need be. It was expressed that, given CAAPB's expertise in architecture and planning, expanding its maneuverability in these processes may be an appropriate measure, regardless of the grant program. Peter Musty made note that the capacity is currently stretched due to staffing levels, making additional responsibilities difficult to manage without additional staff. However, there was acknowledgement that it would be worth determining the feasibility of personnel hiring - given how avoiding passing through additional entities like intermediaries and Donor-Advised Funds could also help avoid miscommunications and complications arising in the program's implementation.

#### **Wrap-Up Reminders**

Erik Dahl closed the discussion by reminding Task Force members of the upcoming meeting with Representative Kelvorn on Thursday 2/29. He and Peter Musty clarified likely attendees, and invited Senator Pappas and Representative Schultz to join the conversation as well. Those in attendance agreed to report back to the group, regarding their learnings of refinements needed in the Recommendations Memo.

**Meeting adjourned at 1:01 PM.**

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**No Meeting Attachments**