

Midtown Neighborhood Association

Our mission is to nurture our livable, vibrant, and evolving Midtown community through respectful collaboration among all classes, identities, and cultures.

Our vision is to make Midtown Sacramento the most healthy, inclusive, and sustainable mixed-use community in America.

P.O. Box 162555

Sacramento, CA 95816-2555

916-704-4063

Email: info@midtownsac.org • www.midtownsac.org



Agenda: Board of Directors

Date and Time: Thursday, March 9, 2017, at 6:15 p.m.

Location: 919 20th Street (Midtown Association)

The order and estimated time for agenda items are for reference. The board may take items in any order they deem appropriate.

Approx. Time	Approx. Duration	Topic	Presenter
6:15	5 min.	Welcome and introductions	
REGULAR UPDATES			
6:20	10 min.	Sacramento Police Department	Lt. Adam Green
6:30	10 min.	Assemblymember McCarty's Office	Lianne Remen
6:40	10 min.	Councilmember Steve Hansen's Office	Pete Fenolio
COMMUNITY PRESENTATIONS			
6:50	15 min.	Sacramento Neighborhood Coalition: Land Trusts	Katie Valenzuela
COMMUNITY			
7:05	5 min.	Member/community comments for items not on agenda	
BOARD BUSINESS			
7:10	5 min.	Consent Calendar (minutes/treasurer's report; Support the League of Women Voters vision and recommendations for the City's transparency and ethics ordinances; recording 2812 J Street Parking Lot vote – see attachments 2-5) <i>All items listed under the Consent Calendar are considered and acted upon by one Motion. Anyone may request an item be removed for separate consideration.</i>	
DISCUSSION & INFORMATIONAL ITEMS			
7:15	5 min.	MNA Housing/Affordability Committee update	Tim Schmelzer
ACTION ITEMS			
7:20	5 min.	Membership Dues	Danny Yost
7:25	5 min.	Elections – Date changes	Danny Yost
7:30	10 min.	Membership Drive	Jessi Sorensen
7:40	10 min.	2017 Events Calendar	Jessi Sorensen
7:50	5 min.	Outstanding Community Partner Awards	Jessi Sorensen
7:55	15 min.	Board Expectations (see working draft in Attachment 6)	Danny Yost
BOARD COMMENTS			
8:10	5 min.	MNA board updates/comments for items not on agenda	
NEXT MEETING: Thursday, April 13, 2017, at 6:15 p.m. at Midtown Association			

**Bold items are confirmed attendance*

All meetings are conducted according to the MNA Code of Civility

Attachments:

Attachment 1: Code of Civility

Attachment 2: Minutes

Attachment 3: Treasurer's Report

Attachment 4: City Transparency and Ethics Ordinances

Attachment 5: 2812 J Street Parking Lot Vote

Attachment 6: MNA Board Expectations

Attachment 7: Updates and upcoming events

Attachment 8: Public Meeting on Powerhouse Alley Lofts Project

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MIDTOWN NEIGHBORHOOD ASSOCIATION CODE OF CIVILITY

The Midtown Neighborhood Association seeks to ensure that our business is conducted in a respectful and courteous manner and in a way that generates respect and credibility for our association. Freedom of expression about public matters is a cornerstone of the democratic process. MNA welcomes diverse views and opinions as they relate to the issues before us. For these discussions to be meaningful and effective, we must treat others with respect and dignity. By participating in this meeting, attendees agree to:

1. Conduct themselves in a professional and civil manner at all times by always treating all people present with respect—even during differences of opinion.
2. Show courtesy to others by always turning phones off or to vibrate and not engaging in texting unless directly relevant to the meeting.
3. Not engage in private conversations or talk while another speaker has the floor until recognized by the meeting facilitator to speak.
4. Under no circumstances engage in or threaten to engage in any verbal or physical attack on any other individual.
5. Communicate ideas and points of view clearly, and allow others to do the same without interruption.
6. Not use language that is abusive, threatening, obscene, or slanderous; including profanities, insults, or other disparaging remarks or gestures.
7. Not use derogatory language about an individual's ethnicity, race, sexuality, age, disability, or religion.
8. Take responsibility for one's own actions, and work to find solutions to problems.
9. Abide by MNA meeting procedures and rules to create a safe and effective environment for conducting business.
10. Seek to present information truthfully, and not knowingly misrepresent, mischaracterize, or misquote information received from others.
11. Truly listen and hear other points of view and make the best possible effort to understand the issues before them.
12. Practice the art of being able to disagree without being disagreeable.
13. Be mindful of people's time by limiting comments to 2 minutes.

Attendees who do not conduct themselves in a courteous and respectful manner will be asked to leave the meeting.

MIDTOWN NEIGHBORHOOD ASSOCIATION (MNA)

Regularly Scheduled Board Meeting Minutes February 9, 2017

Board Members present: Angela Tillotson (Chair), Danny Yost (Vice Chair), Matthew Piner (Immediate Past Chair), Bill Rothwell (Treasurer) by phone for Board Business, Louis Mirante, Jessica Sorenson, Natalie Vicencia, and Esteban Heredia.

Excused: Betsy Rothwell (Secretary), Caitlin Maple, Tim Schmelzer, and Marshall Stetson.

Absent: Ed Donaghy.

Meeting held at Midtown Association office at 919 20th Street and called to order by Chair Angela Tillotson, at 6:24 p.m. Brief introductions were completed.

COMMUNITY PARTNER UPDATES

- The Sacramento Police Dept. and Assemblymember McCarty's office gave updates.
- The League of Women Voters presented on their efforts and the California Common Cause's efforts to increase transparency at City Hall. They asked for a letter of support for the city's proposed sunshine ordinances, ethics code, and ethics commission to make Sacramento a model city for ethics.
- Sue Mortensen presented on MNA's governance and representation and asked for a membership survey and outreach. She announced the formation of the Capitol Mansions Historic District with the first meeting on April 10 at 7pm at 1311 22nd Street.

BOARD BUSINESS

Consent Calendar

A motion to approve the Consent Calendar, which includes the December Board Meeting Minutes with amendment to minutes to strike "amendments to the current bylaws" and the Treasurer's Report was made by Danny Yost and unanimously approved by voice vote.

DISCUSSION & INFORMATIONAL ITEMS

None.

ACTION ITEMS

❖ Board Expectations/Conflicts of Interest

A board member suggested numbering the different sections of the document.

The Board and community discussed the concept of the Board maintaining "one voice" in light of dissenting opinions. The Board and community also discussed whether MNA should strive to represent the community or just its members.

A motion was made to adopt the Duty of Loyalty and Conflict of Interest and to table the remaining board expectations for further discussion. Approved by unanimous voice vote.

Chair Angela Tillotson, chair adjourned the meeting at 8:52 p.m.

February 1, 2017 - February 28, 2017

Balance on Hand: February 1, 2017 **\$ 3,649.17**

Receipts

Members' Dues: (net of processing charges) \$ - \$ 171.09

Donations: \$ - \$ 157.25

Total Receipts \$ 328.34

Total (Opening Balance plus Total Receipts) \$ 3,977.51

Disbursements

Membership Expense \$ (45.00)

Total Disbursements \$ (45.00)

Balance on Hand: February 28, 2017 **\$ 3,932.51**

[(opening balance plus total receipts) less total disbursements]

William Rothwell
Treasurer

Status of Ethics and Transparency Amendments Requested at 1/5 Council

Sunshine Ordinance:

- ***Require Ad Hoc Committees to follow the Brown Act*** à **DONE.**
- ***Require all emails regarding city business to use city email addresses*** à **DONE.**
- ***Require reporting of behested payment prior to voting on matters affecting a payor.*** à **DONE.**

-

Status of Amendments Requested in 2/13 CCC/LWV/LULAC Letter:

• **Ethics Commission:**

- ***Give Commission authority over campaign finance*** à **DONE.**
 - ***Give Commission hiring/firing power over the Ethics Evaluator.***
 - à **NOT DONE.**

§ Unfortunately, the City Charter prevents giving boards and commissions hiring and firing power. This cannot be done without a charter amendment. As the next best option, the Commission will provide recommendations to the council on hiring and retention.

- ***Give Commission power to issue policy recommendations over lobbying, transparency, campaign finance, etc.*** à **DONE.**
- ***Give the Commission maximum fining authority; do not require Council to approve fining schedule.*** à **DONE.**
- ***Allow the Commission to adopt its own regulations without Council approval.*** à **DONE.**
- ***Change the pre- and post-service restrictions to ensure a wider applicant pool.*** à **DONE.**

• **Ethics Code:**

- ***Egregious and malicious violations of the Ethics Code should carry the possibility of a misdemeanor penalty.*** à **PARTIALLY DONE.**

§ Possibility of misdemeanor penalties were added to violations of the nepotism and whistleblower policies, but not others, e.g. posting deadline requirements.

- ***Incorporate nepotism and whistleblower into the Ethics Code.*** à **DONE.**
- ***Rewrite the public trust section.*** à **DONE.**

SUNSHINE ORDINANCE:

- Codifies 5-day notice rule for council agendas (exceeds 3 day requirement of Brown Act)
- Requires streaming video, to the extent practicable
- Subjects Ad Hoc Committees to the Brown Act and requires them to report out to the Council after each meeting

Attachment 4

- Requires an annual report on PRA requests and metrics
- Online publication of certain records, including all city policy and procedures, Form 700 & campaign finance information, and others.
- Requires records training & media training
- Requires expedited reporting of behested payments prior to action on items materially affecting a payor
- Every city employee gets an email address; cannot use private email for city business
- [Note: other changes were made outside of the ordinance, like adding an e-comment feature, creating a “How do I” webpage on the website, designating a person as a public records ombudsman, and organizing topic portals of city information.]

ETHICS COMMISSION:

- **What laws will the Commission enforce:** limitations on future employment, fair campaign practices, contribution limits*, public financing*, lobbyists, conflict of interest, code of ethics, sunshine ordinance, council rules relating to conduct
 - o *campaign laws will be turned over to the FPPC for enforcement. If the FPPC does not agree to enforce these local laws, they default back to the Commission
- **Who can the commission enforce against:** elected officials, candidates, board and commission members, city manager, city clerk, city attorney, city treasurer, city auditor, budget analyst, public safety accountability officer
- **Fining authority:** \$5k – the Commission will set standards for imposing penalties
- **Reports:** Commission can urge policy changes to any policy within its purview
- **Contracting Recommendations:** The Commission must review and give recommendations to the Council on who to hire and whether to retain the following contracts: ethics evaluator, FPPC contract, outside sexual harassment investigator
- **Membership:** 5 members, including 3 with a law, ethics, or local gov background
- **Who can't be on the commission:** major donors, lobbyists, appointees, elected official employees or candidates
- **What restrictions are placed on commissioners after they serve:** 4 year ban on running for office, 1 year ban on become a lobbyist, appointee, or elected staff
- **Administration:** Commission selects its own chair; must have at least 2 meetings annually; must comply with the Brown Act
- **Removal:** Commissioners can only be removed for good cause

ETHICS CODE

- Incorporates the Political Reform Act (gift rules, conflicts rules, reporting rules, etc)

Attachment 4

- Provides whistleblower protection and prohibits nepotism; makes these violations misdemeanors
- Prohibits misuse of city resources
- Requires publishing all PRA-required filings (e.g. campaign finance, behests, statement of economic interest) online

2812 J Street Parking Lot

The Midtown Neighborhood Association Board of Directors voted 9-0 by email to co-sign (with Marshall/New Era, Boulevard Park, and Newton Booth neighborhood associations) a letter opposing the parking lot at 28th and J Streets.

MIDTOWN NEIGHBORHOOD ASSOCIATION BOARD OF DIRECTORS EXPECTATIONS



1. MISSION AND VISION

1.A. Mission

To nurture our livable, vibrant, and evolving Midtown community through respectful collaboration among all classes, identities, and cultures

1.B. Vision

To make Midtown Sacramento the most healthy, inclusive, and sustainable mixed-use community in America

2. DUTY OF CARE, ETHICAL STANDARDS, PROFESSIONAL CONDUCT, CODE OF CIVILITY

2.A. A volunteer Board of Directors governs the Midtown Neighborhood Association. Board members are elected annually by the general membership. To fulfill their responsibilities, Board members agree to adhere to the duties and conduct as described in this document:

- Duty of Care
- Duty of Loyalty and Conflict of Interest
- Ethical Standards
- Professional Conduct
- Code of Civility

2.A. Duty of Care

The Duty of Care calls upon Board members to participate in the decisions of the Board and to be informed as to the information relevant to such decisions. In essence, the Duty of Care requires that as a Board member I must:

- **2.A.1. Be reasonably informed.** It is the duty of all Board members to seek and study the information needed to make a reasoned decision and recommendation on all business brought before the Board. Midtown Neighborhood Association will provide some of that information, but I must develop other information from independent sources.
- **2.A.2. Participate in decisions.** Board members are bound by responsibility to be active participants in decision-making. Absence from a meeting is no protection from my responsibility for decisions made at the meeting.
- **2.A.3. Make decisions with the care of an ordinary prudent person in a similar position.** As a Board member, I am required to exercise judgment of an ordinary prudent person who may be faced with a similar issue.

2.B. Ethical Standards

Midtown Neighborhood Association Board members must maintain high professional and ethical standards for the conduct of all activities within and outside of the Midtown Neighborhood Association. Areas of particular concern include professional conduct and conflict of interest.

2.C. Duty of Loyalty and Conflict of Interest (adopted by the Board of Directors on February 9, 2017.)

The Duty of Loyalty requires Board members to exercise their power in the interest of the community and not in their own interest or the interest of another entity or person. A Board member's loyalty is to the Midtown Neighborhood Association and the community at large. In dispatching my Duty of Loyalty, as a Board member, I must:

- **2.C.1.** Put the community's interests before my personal interests. I understand I must publicly disclose any conflicts and recuse myself from all discussions and voting on such matters.
- **2.C.2.** Be conscious of the potential for such conflicts of interest and act with candor and care in dealing with such situations.
- **2.C.3.** Recognize financial opportunity. If a potential financial interest exists, I understand I must inform the board and must abstain from participating in all discussions and voting.

2.D. Professional Conduct

Midtown Neighborhood Association Board members must make an honest effort in the performance of their duties.

- **2.D.1.** I will not make commitments or promises of any kind purporting to bind the Association without Board direction.
- **2.D.2.** I will act impartially and not give preferential treatment to any organization or individual.
- **2.D.3.** As a Board member, committee member or task force member, I will keep confidential all information identified by petitioners as confidential information.
- **2.D.4.** To the maximum extent possible, Board members should speak with one voice. Although there may be disagreements within the Board, a committee or working group sessions, once Board members leave the session, I have the responsibility to support the integrity of the process, whether or not I agree with the outcome.
- **2.D.5.** While Board members retain the right to express minority opinions, publicly airing dissension could strain interpersonal relationships and create distrust and conflict among Board members. Such stresses could undermine the Association's ability to effectively carry out its role as a neighborhood association.
- **2.D.6.** The goal of Board membership is to achieve diversity of backgrounds including opinions, ethnicity, race, sexual orientation, gender, disability, religion or economic status. While individual Board members represent the segments of the population from which they were selected, they also represent the greater good of the community.
- **2.D.7.** As a courtesy to fellow Board members, guests, and the community, as a Board member, I commit to:
 - **2.D.7.a.** Arrive on time for meetings and not leave before the meeting adjourns.
 - **2.D.7.b.** Make the best possible effort to understand the issues before me and "do my homework." I owe it to fellow Board members, the public, and the decision-makers the Board works to influence.
 - **2.D.7.c.** Learn the applicable laws that govern neighborhood groups, including bylaws, policies, procedures, and ethics rules. As a Board member, I will not knowingly violate any of the foregoing.
 - **2.D.7.d.** Abide by the Association's meeting policies and procedures to create a safe and effective environment for conducting business.
 - **2.D.7.e.** Inform the Chair or Secretary if I will miss a meeting or need to leave early.

- **2.D.7.f.** Promote and enforce a safe meeting environment at all times. If members of the public become disruptive and violate the rules of civility that we have pledged to follow, I will join my fellow Board members in demanding that such members of the public conduct themselves in a respectful and orderly manner, even if I agree with the point of view being expressed.
- **2.D.7.g.** Make good-faith efforts to resolve any grievances that come before the Board.

2.E. Code of Civility

The Midtown Neighborhood Association seeks to ensure that our business is conducted in a respectful and courteous manner that generates respect and credibility for our association. By serving on the Association's Board of Director's, I agree to conduct myself at all times as a representative of the Association and according to the Association's Code of Civility.

I have read and I agree to fully comply with the Midtown Neighborhood Association's Board of Directors Expectations.

Signature

Printed Name

Date

Updates and Upcoming Events

Prepared February 6, 2017

Updates and past events

- February 14, Louis spoke on behalf of MNA at the City Council meeting on Transportation Development Impact Fees.
- February 16, Angela and Louis attended the Sacramento City Council [District 4 Housing Town Hall](#) on Housing.
- February the MNA Affordability/Housing Committee met
- February 25, Danny attended the Sacramento Neighborhoods Coalition Meeting. Topics discussed included: Transportation funding, a new RT sales tax measure for transit for the 2018 ballots, and community land trusts.
- February 28, Angela and Betsy attended the Big Stump Brewery Community Meeting.
- March 1, Angela attended the California Climate Policy Sacramento/Sierra Nevada Community Workshop hosted by the California Air Resources Board.
- March 1, Midtown Association's Sutter District Expansion Get-together.
- March 2, Angela attended the scoping meeting for the City of Sacramento's [Downtown Specific Plan](#) Environmental Impact Report.

Upcoming schedule and events

- March 10, Deadline for Downtown Specific Plan Survey
- March 12, Midtown/Downtown Sacramento Fruit Harvest, 1631 F Street, 10a-1p
- March 18, Hands on History: Hardworking Women on the Frontier, Sutter's Fort, 10a-5p
- March 20, Downtown Specific Plan Open House, City Hall 5:30 pm
- March 20, Sacramento Neighborhood Coalition meeting tentatively scheduled
- March 21, City Council plans to vote on the transparency & ethics ordinances
- March 23, Sacramento Regional Transit 101 Budget Workshop
- March 23, MNA Affordability/Housing Committee Meeting
- April 1, Sacramento Community Land Trust Convention

MIDTOWN NEIGHBORHOOD ASSOCIATION (MNA)

Notes from a public meeting on the proposed [P16-06 Powerhouse Alley Lofts Project](#). February 9, 2017

Meeting held at Midtown Association office at 919 20th Street between approximately 5:30-6:20pm.

Participants expressed the following concerns about the proposed project:

- The width of the structures are only 18-19 feet. The participant would rather have 4 buildings instead of 5 buildings.
- There is only one parking space per building. The developer let the group know that the development meets the city requirement of ½ parking spot per dwelling unit (there are 10 dwelling units—2 units per building, which requires only one parking spot per building).
- There would be a clash in massing with the houses behind the new buildings. Another person described the proposed buildings as massive building behind houses on Q St. The owner committed to working with his immediate neighbors to use design and trees to create a buffer and transition.
- There may be construction impacts on traffic in/out of Crocker & Crocker, a business next to the alley. The owner committed to working with this neighbor to provide access throughout construction.
- There are utility lines under the proposed buildings that serve houses on Q Street that could be affected. The owner assured his immediate neighbors that he is aware of the issue and that he will work to properly relocate the utility lines before any construction on the buildings begins, as is required by the City.
- There may be more waste receptacles in the alley on top of the dumpsters already in the alley. The developer responded that the new units will have waste enclosures with doors for water bins on the sides of the structures.
- The privacy of neighbors will be diminished. The developer responded that the balconies are intended to screen views and the buildings include rooftops with decks that will attract people to look up and out over the trees and skyline.
- There is a heritage oak tree that may be removed. The owner responded the tree may get replaced for liability concerns, but he is committed to providing privacy screening through design and landscaping and discussed mature and fast-growing trees to provide privacy even during the first few years.

Participants expressed the following support for the proposed project:

- The building would be an improvement of the current parking lot.
- Anything would be better than the parking lot now.
- The project would improve the alley from a crime standpoint; the alley is currently a crime hot spot.
- The development is exciting.
- The project would improve the alleyway and be a benefit so long as it is done with respect for the immediate neighbors.