

MEETING MINUTES
SKYWAY GOVERNANCE ADVISORY COMMITTEE

Meeting Date: 10/28/2016

Approval: DRAFT

1. ATTENDANCE

Name	(G)uest (L)iaison (C)ommittee	Employee/Resident/Business Owner/Organization
Andy Flamm	C	Business Owner, Committee Chair
Deb Verlo	C	Resident, Scribe
Ginny Harris	C	Resident
Bill Hanley	C	Resident
Susan Thomas	C	Resident
Denise Sevlie	C	River Park Lofts / Paradise
Bill Huepenbecker	C	RiverCenter/MN Wild
Laurie Lapore	C	Resident
Paul Bengtson	L	CRC Executive Director
Barry Brown	L	DSI
John Mannillo	L	DBOA, Former Committee Member
John Riley	L	SPPD
Joe Olson	G	St. Paul Children's Museum
Eric Hudak	L	DSI
Cindy Fischer	L	BOMA

2. Meeting Location

Building: US Bank Center

Conference Room: 16th Floor, Ramsey Room

3. Meeting Start

Meeting Start: 9:01 AM

Meeting Scribe: Deb Verlo

4. Meeting Agenda

Approve Meeting Agenda (**Hanley, Thomas**)

Motion passed unanimously.

5. September Meeting Minutes

Approve Past Meeting Minutes (Sevlie, Hanley)

Motion passed unanimously.

6. October Meeting Notes

1. Prior Business/Chair Report

- a. Ferrara stated that no changes are being made to the SGAC charter.
- b. Flamm advised that after speaking with DSI, digital signs with video ads are not prohibited.
- c. Flamm reported that wall map design updates will be reviewed by the SGAC before printing.
- d. Street Team is a work in progress; Flamm will advocate that both street and skyway are included; CM Noecker is heavily involved; additional suggestions included coats and/or vests for those volunteers working outside; funding will come from businesses, so their buy-in is a key to sustainability.
- e. CRC bylaws are in review. When ready, there will be a public comment period; approval will be part of a special session or annual meeting (June).

2. Joe Olson from the Children's Museum was present to ask the SGAC to consider the Children's Museum Waiver Request. This will be a temporary skyway closure during Saturdays and Sundays for a period of approximately 16 weeks (Dec 3 through April 1) while the Museum is closed for construction. Nearby businesses and residents have been notified and have expressed concern only about the museum closure impacting business. For those using that skyway, there are other less convenient options to arrive at a destination when the skyway is closed.

Motion: SGAC does not oppose Children Museum's closing of the skyway as stated in their request (Thomas, Sevlie).

Motion passed unanimously.

3. SPPD update – Sargent John Riley reporting:

- a. Tom Radtke is the new SPPD supervisor. Although he comes with a great deal of experience, the downtown (DT) beat will be a new role.
- b. The district force unit is temporarily assigned to a DT beat - afternoon shift. There are now 2 afternoon Sargents that split the afternoon schedule Monday through Friday. Riley advised that changes will happen in December. He does not see the strength of the department changing from what it is currently.
- c. SPPD is preparing for the quality of life push that happens annually during the cold weather months. Riley advised that they are asking their officers to step out of their cars to patrol the skyways.
- d. Discussed the issue of officers not having access to buildings / skyways after 2 AM. Because so many buildings are locked, the officers are having to exit and re-enter the buildings to access a skyway. Suggestions included:

- i. Having building owners provide card keys; but that has been rejected because there would be a need to have multiple card keys for multiple officers.
 - ii. Using the fire station lockboxes; rejected for lack of approval from the fire department
 - iii. Create a single card that could be programmed for all of the buildings; however, no one was sure if that is technically feasible.
 - iv. Create a lockbox specifically for the SPPD (similar to what is used by the Fire Department) for each building they would need to access.
- e. Capital City Ramp and other locations continue to be a challenge with groups that use those areas for illegal activities. For some activities, the city code requires that officers give a warning before enforcement action can be taken. This is specifically challenging due to shift changes.
- f. City Council rejected proposed curfew change due to opposition by representatives of youth organizations.
- g. Sergeant Riley distributed cards with SPPD contact information and pager instructions, including:
 - i. Non-emergency: 651-291-1111
 - ii. Emergency: 911 and pager #: 651-229-1994
 - iii. Downtown Patrol Unit: Day phone: 651-292-6011 and pager #: 651-229-1994
 - iv. Twitter: @downtownbeat
 - v. Facebook: SPPD Downtown Beat
 - vi. Thomas recommended adding text capabilities
- h. Segways are 15 years old. New ones cost about 5-6 thousand dollars each. Riley advised that BOMA is looking into purchasing used Segways.
- i. Bicycle use is prohibited in some of the skyways.
- j. Sevlie advised that CRCC does not have security information on their website.
- k. Flamm encouraged calling in complaints to create an awareness of the issue.
- 4. DSI Update – SGAC reviewed core items presented by Tom Ferrara, including:
 - a. Call box citation has been pushed through. The call box replacement is taking time because of the historic designation concerns. Old boxes will be removed to avoid confusion.
 - b. There is a new contractor who has a good understanding of physical security and other building considerations.
 - c. Skyway to Nowhere will be disposed of. A new bridge will need to support a rink and could be extended.
 - d. Ferrara has accepted a letter of understanding.
 - e. There is talk of 2 new hotels
 - f. Mark Sargent provided information about the building-to-building communication platform. Initial funding was made available; public funding will be required to maintain the system. Installation is expected to be completed within 2 weeks.

BOMA and SPPD are working together. An inventory is being conducted to determine threshold. Business owners will be contacted and encouraged to join once the 6 month pilot has concluded. Police will have the ability to jump on the radio and provide announcements to building owners.

5. 2017 Work Plan Discussion – What do we want to do going forward will be a topic for the December meeting. Committee members should review CapitolRiver Council Skyway Governance Advisory Committee Purpose and Process document that was distributed by Bengtson prior to the meeting. Bengtson will provide a draft template for the next meeting. The committee will use the template to draft its 2017 Purpose and Process.
6. Bengtson will create an e-application form for those who wish to apply for a committee position. An e-form can be completed online and emailed to the Chair.

Adjournment at 10:30 AM

Next Skyway Committee Meeting (same location): Friday, December 2 at 9 AM (due to Thanksgiving).

No additional meeting in December due to the holidays, and meetings will resume in late January.