

# Payne-Phalen COMMUNITY COUNCIL

567 Payne Avenue, St. Paul MN 55130 [www.paynephalen.org](http://www.paynephalen.org) 651-774-5234 [district5@paynephalen.org](mailto:district5@paynephalen.org)

## Agenda for the Community Meeting

Tuesday, October 22, 2019 6:30 p.m.

Arlington Hills Community Center, 1200 Payne Avenue, St. Paul (Payne and Maryland Avenues)

**Welcome:** Introductions and Review of the Agenda 6:30 p.m.

**Presentations and Discussion:** 6:35 p.m.

1. Update to the Payne-Phalen District Plan:

Tonight: Identifying and starting to work through a planning issue:

- Looking into how the Rush Line Bus Rapid Transit (BRT) and Lower Phalen Creek could potentially co-exist in the Phalen Boulevard Corridor

Presenters:

- Jack Byers, PPCC Executive Director
- Maggie Lorenz, Ihanktuwana Dakota & Pembina Anishinaabe, Interim Executive Director, Lower Phalen Creek Project
- Frank Alarcon, Planning Specialist II, Ramsey County Public Works – Multimodal Planning

Discussion Facilitators: To be determined

**Board Deliberation, Votes, and Reports** 7:25 p.m.

2. Licenses and City Entitlements:

Reviewed at the October Executive Committee meeting, no action needed

- Lot Split: 981 Mendota
- Demolition: 1042 Sims Avenue
- License Renewal: Checks R Us, 942 Payne Avenue
- Malt, Off-Sale: Shu Karen Grocery, 1097 Payne Avenue
- Wine, On-Sale/Malt, On-Sale: Café Lilla, 1110 Payne Avenue

3. Approval of Minutes: Board Minutes for August Meeting

4. Financial Report: (Janey Atchison, Treasurer)
5. Update: Arcade Street Working Group (Eric Saathoff, Chair)
6. Update: Board Retreat (Athena Hollins and Jack Byers)
7. Community Events and Activities:
  - Harvest Parade and East Side Community Festival:  
Thank you, Rebecca, Athena, Janey, and Stuart!
  - Ward 6 Candidate Forum:  
October 23rd, 7-8:30 p.m., Arlington Hills Community Center, 1200 Payne
  - East Side Housing Community Conversation:  
Tuesday, November 12<sup>th</sup>, East Side Freedom Library
  - Give-to-the-Max Day,  
*Thursday, November 14<sup>th</sup> – All day, Any time, Any amount! Always needed; Always appreciated!*
  - Maryland Avenue 4-to-3-Lane Conversion Trial Open House,  
Tuesday, November 19<sup>th</sup>, Arlington Hills Community Center, 1200 Payne
  - MetroTransit NextworkNext Community Conversation on transit access  
Tuesday, November 26<sup>th</sup>, Arlington Hills Community Center, 1200 Payne  
*Volunteers needed!*

**Adjournment of the Public Meeting**

7:45 p.m.

Immediately following the Community Meeting, the Board of Directors will hold a Closed-Door Session to discuss board matters. This portion of the meeting is closed to the public.

**Adjournment of Closed-Door Session**

8:00 p.m.

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➤ **Next meeting:** November 26, 2019 at the Arlington Hills Community Center, 1200 Payne Avenue

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# Payne-Phalen

COMMUNITY COUNCIL

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## STAFF REPORT

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**TO:** Board of Directors

**FROM:** Jack Byers, Executive Director

**DATE:** October 15, 2019

**RE:** October Community Meeting, Item 1:

Update to the Payne-Phalen District Plan:

Identifying and starting to work through a budding planning issue in the district

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**Background:** The Payne-Phalen Community Council has embarked on a three-part project to update our District Plan. Currently, we are in Part 1: Pre-Planning. This part of the project includes five components: (1) Finalizing the project scope of the project, (2) Gathering the resources needed to conduct the project, (3) Gathering partners to collaborate with PPCC, (3) Setting time frames, and (5) Establishing the community engagement process. A full update on Pre-Planning Activities is enclosed in the advance packet for our October Community Meeting.

**In the meeting:** Part of getting ready to launch the project is for PPCC – as an organization - to look at how various planning topics intersect with one another and how they play out in the lives of people in the Payne-Phalen community. How these topics intersect also matters in terms of the quality and function of places in the district as well as the systems that connect people and bind places together.

At our October Community Meeting, we're going to practice how to start putting together some of the pieces of our preliminary planning work together. We'll do this by starting to work through a specific planning issue – one that is both a challenge and genuine opportunity. Specifically, we'll look at, talk about, and brainstorm ideas for how the Rush Line Bus Rapid Transit (BRT) and Lower Phalen Creek could potentially co-exist together – in the same space - in the Phalen Boulevard Corridor.

Maggie Lorenz and Frank Alarcon will be joining us at our meeting. Maggie is the Interim Executive Director of the Lower Phalen Creek Project and Franks is a Planning Specialist with the Ramsey County Rush Line Bus Rapid Transit project. They will share the

aspirations of each project with you and join with you to start a community conversation on how to best address this opportunity.

***Also, for your consideration:*** This conversation is intended not only to look at a real-world planning issues in our district, but to help the Board and the community members who join us to sharpen our thoughts on three areas of pre-planning:

- The *topics and focus areas* for the project often intersect in various ways.
- To be successful, *talent* is a necessary resource to be recognized and cultivated - on the Board and within the community.
- We need the collaborations and goodwill of *our partners* in the community and within local government.

# Update

# Planning activities

OCTOBER 2018: PAYNE-PHALLEN COMMUNITY COUNCIL: DISTRICT PLAN UPDATE: SCOPING

## PRE-PLANNING

### ESTABLISH SCOPE:

- VALUES
- TOPICS
- FOCUS

### GATHER RESOURCES:

- FUNDING (NEW, CURRENT)
- TALENT (BOARD, STAFF, HIRED, VOLUNTEER)

### GATHER PARTNERS:

- GOVERNMENTAL
- FOUNDATIONS
- COMMUNITY PARTNERS
- GENERAL PUBLIC

### SET TIME FRAMES:

- ESTABLISH PHASES, MILESTONES
- SYNC. V. SCOPE & WORK PLAN
- SET CONTINGENCIES

### ESTABLISH COMMUNITY ENGAGEMENT PROCESS:

- VISION AND PURPOSE
- WHAT'S THE "MODE"?
- OUTREACH STRATEGY
- COMMUNICATIONS STRAT.

## DOING THE PLAN

### ASSESS CURRENT DOCS

- REVIEW CITY COMP. PLAN
- REVISIT EXISTING PLANS
- CONSIDER ALLIED EFFORTS
- CONSIDER OTHER D.C. PLANS

### DEVELOP CONTEXT

- DATA ANALYSIS
- DEMOGRAPHICS/CULTURE
- PLACE/MORPHOLOGY
- INFRASTRUCTURE/SYSTEMS

### DRAFT POLICY

- DRAINFORMING
- POLICY DEVELOPMENT
- CROSS-ANALYSIS
- ROTINEMENT
- BLENDING

### EMPILE DRAFT

- WRITE
- MAPS/ILLUSTRATIONS
- SMOOTH, EDIT, TWEAK

### ADDING THE UMPT...

- DEVELOP PHYSICAL/CATALYSTS
- CREATE/APPROPRIATE PRIORITIES
- CREATE MEASUREMENT TOOLS

### ADOPTION PROCESS

DISTRICT PLAN UPDATE: SCOPING

## IMPLEMENTATION

### USE

- FOR PLANNING/ZONING REVIEWS
- FOR DEVELOPMENT REVIEWS
- IN PARTNER PLANNING PROJECTS

### ASSESS ANNUALLY

- REVISIT PRIORITIES
- TRACK V. METRICS
- CONSIDER NEW OPPORTUNITIES
- SEEK REGULAR INPUT
- SYNCRONIZE ANNUAL UPDATES WITH BOLDER CALENDAR

### CARRY THE VISION...

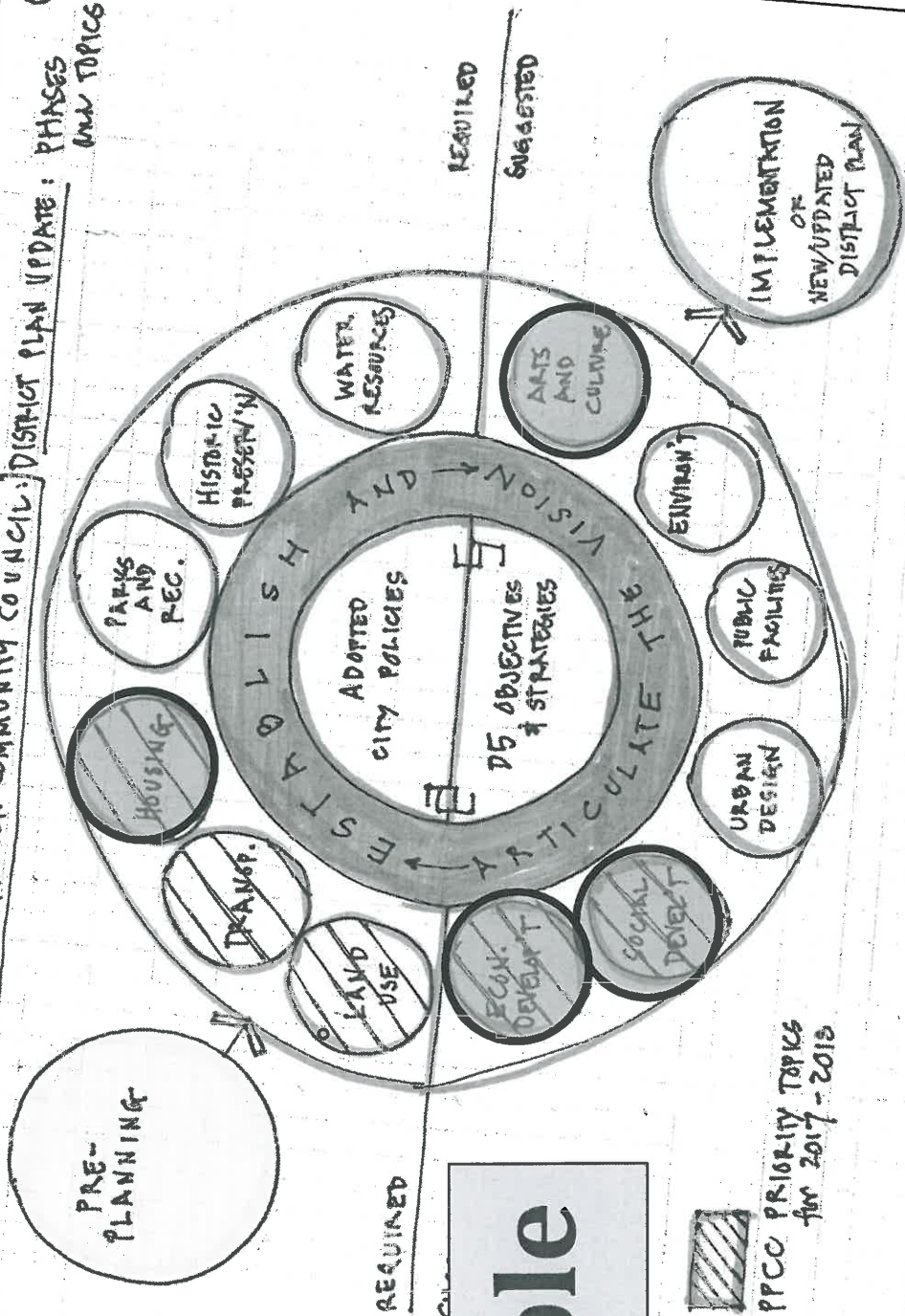
- HOLD V. PARTNERS
- TALK TO PROPERTY PROJECTS

### UPDATE: EVERY DECIDE!



# Update: Pre-planning activities

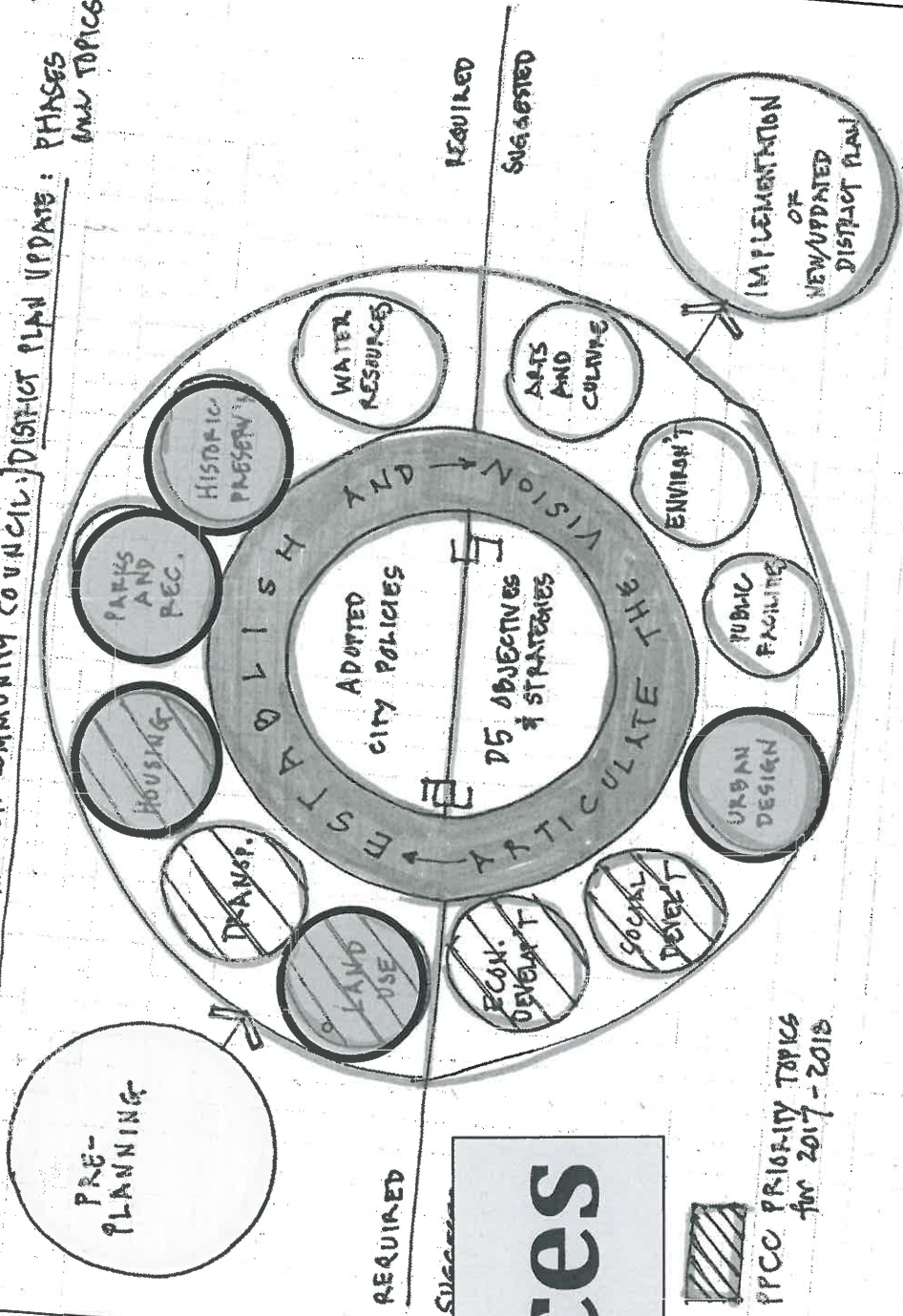
OCTOBER 2018: PAYNE-PHAVEN COMMUNITY COUNCIL: DISTRICT PLAN UPDATE: PHASES <sup>2</sup>  
AND TOPICS



**People**

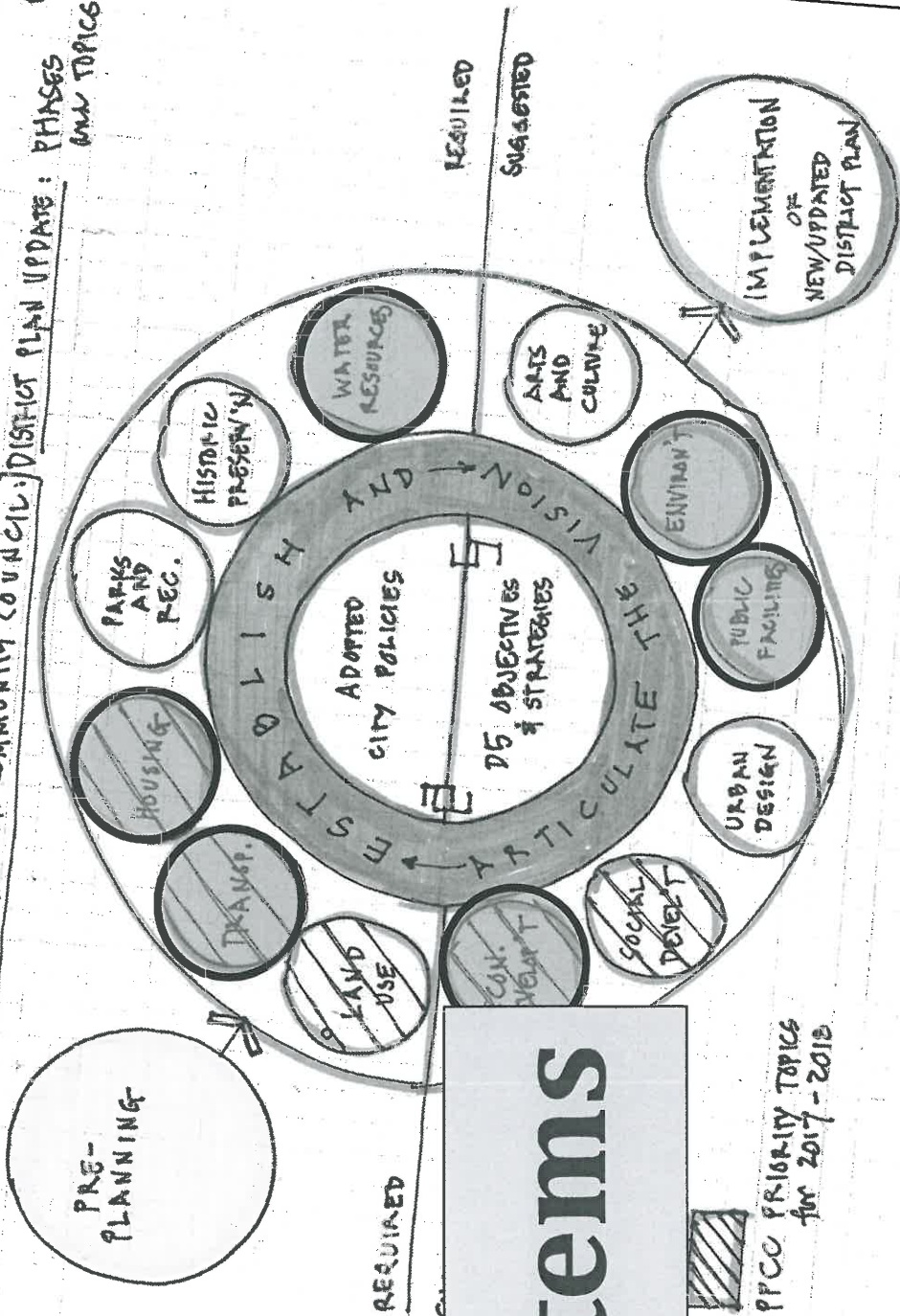
# Update: Pre-planning activities

OCTOBER 2018: PRYNE-PHAVEN COMMUNITY COUNCIL: DISTRICT PLAN UPDATE: PHASES AND TOPICS ②



# Update: Pre-planning activities

OCTOBER 2018: PRYNE-PHAVEN COMMUNITY COUNCIL: DISTRICT PLAN UPDATE: PHASES AND TOPICS ②



**Systems**

PPCC PRIORITY TOPICS for 2017-2018



# Update: Pre-planning activities

## *Five components of pre-planning:*

- Establish project scope
- **Gather resources**
  - Money
  - Talent
  - Time
- **Gather partners**
- Set time frames
- Establish the community eng





B R T

## Rush Line Bus Rapid Transit

The Rush Line BRT Project is a proposed 14-mile transit route led by Ramsey County with stations between Union Depot in Saint Paul and downtown White Bear Lake. The Rush Line BRT will:

- Run seven days a week from early in the morning to late at night.
- Arrive every 10 minutes during rush hours and every 15 minutes other times.
- Provide fast and reliable transit service.
- Operate primarily in dedicated bus lanes.
- Have stations with amenities like shelter, light, heat, fare payment machines and real-time departure signs.
- Conveniently connect to METRO Green Line, local and intercity buses and Amtrak® service at Union Depot.
- Connect people to jobs, education, healthcare and recreation destinations.
- Support economic development.
- Serve more than 97,000 people who are diverse in income, race, ethnicity, age, ability and languages spoken. More than 18 percent of these households do not have access to a vehicle.
- Connect to 106,000 jobs within a ten-minute walk of the 21 planned stations.



Photo Credit: Los Angeles Metro

Orange Line BRT, Los Angeles, CA



The Rush Line BRT Project includes further exploration of connector bus service north to Forest Lake, along with other transit system improvements.



## Public Input

The Rush Line BRT Project seeks public input on:

- How are cultural, historic and natural resources maintained within the project area?
- How will communities along the route benefit from this investment?
- How will BRT operate alongside people walking, rolling, biking and driving?
- What kind of development and pedestrian, bicycle and transit connections do we want to see at and near stations?



Health Line BRT, Cleveland, OH

## Environmental Analysis

The project is currently in the two-year environmental analysis phase (as shown below). This phase will advance the project's design while seeking to increase the potential benefits of the project and minimize potential social and environmental impacts along the route. Emphasis will be placed on increasing access to and from the BRT stations and thoughtfully planning for new development near stations.

The environmental analysis will follow state and federal processes and result in a document that explains why the project is needed, the alternatives that were considered, the project's impacts to the natural and built environments, and mitigation strategies for those impacts.



Health Line BRT, Cleveland, OH

### FEDERAL TRANSIT ADMINISTRATION PROCESS



**Sign up for email updates. Provide input. Ask questions. Learn more.**



**UPDATE: Part 1: Pre-Planning Activities**

October 15, 2019

**>> To maximize our success in the community, these 5 groups of activities need to be worked out and synchronized by the time we launch the project publicly! <<**

**1. Finalizing the project scope:**

Preparation of full scoping document is in-progress and will be brought further for discussion with the Board at subsequent meetings.

**a. Values**

- Established and adopted in the PPCC Equity Investment Rationale, adopted by the Board in 2017.
- For discussion in upcoming Board retreat/workshops. Later on, we'll revisit with the community when the public planning phase begins.

**b. Goals:**

- To be established with Board of Directors

**c. Topics:**

- 6 Topics required by the City: Land use, Housing, Transportation, Parks/Recreation, Historic Preservation, Water Resources, Implementation
- 6 additional topics recommended for a holistic plan: Economic development, Social Development, Urban Design, Public Facilities and Services, Environment, Arts and Culture

**d. Focus Areas:**

- Proposed: "People, Place, System"



**2. Gathering the resources to conduct the project:**

**a. Financial/Funding:**

- Current: St. Paul Civic Engagement Grant for regular operations of the organization
- New: Funding specifically dedicated to the Plan Update Project:
  - Known/Secured: \$15,000
  - Anticipated/Not finalized: In-progress





**DISTRICT 5 PLAN UPDATE PROJECT**

**Talent is a resource:**

**(1) PPCC Board of Directors:**

- Your work, talents, higher-self, and positive public interest needed!
- As a PPCC Board Member: What do you have that you can offer? How can you bring it into the mix in a healthy way that serves the many diverse communities of the District (not just your own personal intentions).
- Your high-minded community work outside of PPCC need not be mutually exclusive. If you are currently involved in high-minded work that serves the higher interests of the diverse people and diverse communities in Payne-Phalen, thank you! You should continue doing that work. You do not need to give up one for the other. You can and should continue to serve the community in – so long as you make the time and work in the interests of your Board colleagues, the organization, and the larger community interest.
- Representation: You are charged with listening to, learning from, and articulating the voice of the community, on behalf of the whole community -- in other words, *all* of the many communities we serve.
- Listen, learn, empower share, and support! These five attributes are fundamental to success with the Plan Update Project, the health of the organization, and the positive influence we set out to be in the many diverse communities we serve.
- That being the case, these topics will be primary in further discussions at upcoming Board meetings and at Board retreats/workshops.

**(2) Staff:**

- Executive Director:
  - 20 years of professional experience in community planning
  - AICP certification: working on behalf of the public interest
  - 5 years of teaching college-level course on cities, urbanism, and cultural pluralism
  - 5 years professional experience in architecture and design industry
- Outreach/Administrative Assistant:
  - 8 years of community council related work
  - 17 years in community/public safety

**(3) Hired: Professional consultant services to be hired:**

- Public-Practice Artists (#TBD by funding available)
- Community Arts Organization (to facilitate artist search, selection, and support)
- Mapping/Graphic Designer



**DISTRICT 5 PLAN UPDATE PROJECT**

- Support for communications, publicity, and outreach services
- Translation services: Spoken, written, and spoken word

(4) Volunteer:

- The Board's direct help is needed for recruiting a consistent, reliable cohort of volunteers

(5) Community: Open participation sought, expected, and needed!

**3. Gathering partners to collaborate with PPCC**

- Governmental: City, County, Metropolitan Council
- Foundations: In progress, to be determined; for further discussion
- Community Partner Organizations:
  - PPCC database updated this past summer by Arianna.
  - Further discussion at will be brought further for discussion with the Board at subsequent meetings.
- General Public:
  - Attempt to begin generating awareness through pre-planning outreach at festivals and community events in Summer and Fall 2019. Many thanks to the Board Members who helped with that!

**4. Setting time frames:**

- Chunk out project into phases; Establish milestones:
  - If funding is secured by the end of 2019, we can move into the full public planning phase in the beginning of 2020.
  - Scope for public planning phase is for one year.
- Synchronize scope with workplan: For further discussion at subsequent meetings
- Set contingencies: For further discussion at subsequent meetings



**DISTRICT 5 PLAN UPDATE PROJECT**

**5. Establishing the community engagement process:**

**a. Vision and purpose**

- High turn-out, inclusive, cross-cultural collaboration for forging and aligning goals, values, policies, priorities and practice.
- High-level of sensitivity to community capacity
- Options for deep participation

**b. What's the "mode"**

- Close collaboration with allied community partner organizations
- Working with public-practice artists to create events that draw wide participation and create a setting that builds excitement while being sensitive, thoughtful, and conducive to drawing out the highest ideals, hopes, aspirations and vision from our diverse ethnic, racial, and cultural communities – at all stages of their life journey Youth through elders and everyone in between)

**c. Outreach Strategy: Two "venues"**

**(1) Venues for active, in-person community engagement:**

- High-profile presence at local festivals
- Community-wide convenings held at partner organizations facilitated in the language of that culture
- Hosting PPCC-sponsored events, planning parties, and drop-in work sessions
- PPCC Board Meetings

**(2) Alternative venues for input and feedback**

- Phone number set up for texting input or to leave voice mail input
- Web portal specifically designed for each phase
- Mailers for those not comfortable with technology
- Instagram page to offer visual (instead of written) input

**d. Communication strategy:**

- e. In-development; ideas and input sought; volunteers needed to form a work group.

**>> To maximize our success in the community, these 5 groups of activities need to be worked out and synchronized by the time we launch the project publicly! <<**



October 09, 2019

DISTRICT 5 PAYNE PHALEN PLANNING COUNCIL  
567 PAYNE AVE  
SAINT PAUL MN 55130

### PUBLIC HEARING NOTICE – BOARD OF ZONING APPEALS

**File #:** 19-089584

**Purpose:** The applicant is proposing to split this parcel in order to create a new lot that would be suitable for a new single-family dwelling. A lot size of 5,000 square feet is required; a lot size of 4,486 square feet is proposed, for a variance request of 514 square feet.

**Property Address:** 981 Mendota St

**Applicant:** Vam Meej Property LLC  
2092 ORANGE AVE W  
ST PAUL MN 55119

**Date:** Monday, October 21, 2019

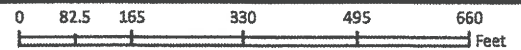
**Time:** 3:00 p.m.

**Location:** 15 Kellogg Boulevard West (Room 330 – Courthouse)

You may attend the hearing to express your opinion regarding this matter. You may send written comments to the Department of Safety and Inspections' staff person handling the case, Yaya Diatta, at the address listed in the letterhead above or E-mail him at [yaya.diatta@ci.stpaul.mn.us](mailto:yaya.diatta@ci.stpaul.mn.us). If you have questions about this application, please call Yaya at 651-266-9081.

This property is located in the area represented by the District 5 Payne Phalen Community Council, an independent organization that provides advisory recommendations to the City about a variety of issues. They may choose to discuss this item at a neighborhood meeting and provide a recommendation to the Board of Zoning Appeals. Please contact the council at (651) 774-5234 or E-mail at [director@paynephalen.org](mailto:director@paynephalen.org) or [robinh@paynephalen.org](mailto:robinh@paynephalen.org) if interested in participating in the neighborhood review process.





APPLICANT: Vam Meej Property

**ENS**

APPLICATION TYPE: \_\_\_\_\_

FILE #: To Be Assigned      DATE: 9/5/2019

PLANNING DISTRICT: \_\_\_\_\_

ZONING PANEL: \_\_\_\_\_



Residential Accessory Structure Demo 1

<u>Address</u>	<u>Permit #</u>	<u>Valuation</u>	<u>Issued</u>	<u>Status</u>
1042 SIMS AVE	19-088692 RAS	\$2,000.00	10/10/2019	Active/Issued
<b>Owner :</b> ROGER A L RYAN/SARAH B L RYAN 1042 SIMS AVE ST PAUL MN 55106-3923				
<b>Contractor :</b> COMFORT HOMES BUILDING AND REMODELING LLC 26190 HALE CT WYOMING MN 55092				

The City of Saint Paul provides notification through its Early Notification System for Demolition Permits as follows:

1. All demolition permits issued within 2 public business days.
2. No further notice will be provided in the Early Notification System alerting its users about any demolition permits being cancelled or modified by the Department of Safety and Inspections.

**\*\* If you have any questions regarding this notification, please call 651-266-8989\*\***

## LICENSE RENEWAL NOTIFICATION

License Number: 20000005546

Purpose: License renewal for a State of Minnesota Currency Exchange License

License At: 942 Payne Avenue

Applicant: Checks R Us Inc., doing business as same

**Deadline for Response Date: October 25, 2019 - 4:30 PM (Friday)**

If you have any objections to the renewal of this license, you must respond in writing by Friday, October 25, 2019 to:

Eric Hudak  
DSI Licensing Manager  
Department of Safety and Inspections  
375 Jackson Street, Suite 220  
Saint Paul, Minnesota 55101-1806

Or email to Eric Hudak at: [eric.hudak@ci.stpaul.mn.us](mailto:eric.hudak@ci.stpaul.mn.us)

If you have any questions regarding the license renewal, please contact Jeff Fischbach, DSI Inspector III, at (651) 266-9106 or Eric Hudak, DSI Licensing Manager, at (651) 266-9132.

Notice Mailed: October 10, 2019

## LICENSE APPLICATION NOTIFICATION

License Number: 20190002727  
Application for: Malt Off Sale  
License at: 1097 Payne Ave  
Licensee: Shu Karen Grocery Inc, doing business as same  
Shu Lav, co-owner, 651-774-0071

### Recommended License Conditions:

1. 3.2 Beer and beer products cannot be sold by the individual bottle or can.
2. The sale of 40 ounce bottles and/or cans of beer is not permitted. The sale of beer in containers of this or similar sizes is considered to be the sale of beer by the individual bottle or can.
3. The sale of wine and/or strong beer is not permitted with a Malt Off Sale license.
4. Temporary window signs placed between the height of four (4) to seven (7) feet above grade shall not cover more than thirty (30) percent of this window space area, and cannot block views into the clerk or cashier station.

**Response Date: Friday, November 8, 2019 at 4:30 p.m.**

If you have any objections to the license application, you must respond in writing by Friday, November 8, 2019 to:

Legislative Hearing Officer  
310 City Hall  
15 West Kellogg Blvd.  
Saint Paul, MN 55102

Or email to: [LH-Licensing@ci.stpaul.mn.us](mailto:LH-Licensing@ci.stpaul.mn.us)

If you have any questions, please contact DSI Inspectors Ross Haddow or Jeff Fischbach at 651-266-8989.

Notice Mailed: Monday, September 23, 2019





**CITY OF SAINT PAUL  
OFFICE OF THE CITY COUNCIL**

310 CITY HALL  
15 WEST KELLOGG BOULEVARD  
SAINT PAUL, MN 55102-1615  
EMAIL: [LH-Licensing@ci.stpaul.mn.us](mailto:LH-Licensing@ci.stpaul.mn.us)  
PHONE: (651) 266-8567 FAX: (651) 266-8574

**NOTICE OF LEGISLATIVE HEARING**

Shu Lav  
c/o Shu Karen Grocery  
1097 Payne Avenue  
St. Paul, MN 55130

RE: Shu Karen Grocery, 1097 Payne Avenue

Shu Lav:

You are invited to attend and participate in a hearing before the Legislative Hearing Officer. A notice regarding your Malt Off Sale license was mailed on 9/23/2019 with a comment closing date of 11/8/2019. Correspondence of objection has been received related to the license application. The correspondence is attached for your review in preparation for the hearing. Any additional correspondence we receive will be forwarded separately.

The Legislative Hearing will be held on:

Date/Time: **11/14/2019 at 2:00 p.m.**  
Location: **Room 330 City Hall/Courthouse  
15 West Kellogg Boulevard  
St. Paul, MN 55102**

***An interpreter who speaks Karen and/or Burmese will be provided for the hearing.***

At this hearing, the Legislative Hearing Officer will take testimony from all interested parties. At the end of the hearing, a recommendation may be made as to whether the license should be approved, approved with conditions, or referred to an Administrative Law Judge. The City Council will have the final authority to grant or deny this license.

Sincerely,  
Katie Burger  
Recording Secretary

cc: Ward 6 City Council Office  
District 5 Payne Phalen Community Council  
DSI Staff: Jeffrey Fischbach, Ross Hadow, Eric Hudak, Kristina Schweinler, Ashley Skarda  
Therese Skarda (or CAO), City Attorney's Office

Attachment(s): DSI Notice of License Application, Contested Letter(s) (via email)

Notice Mailed: 10/16/2019 by Katie Burger, 651-266-8567



RECEIVED

OCT 03 2019 Sept 30, 2019

CITY CLERK

I am writing in response to the application to sell 3.2 Beer at 1097 Payne Ave. I would prefer this store close to be honest.

There have been problems with the people who frequent this store. This includes a stabbing of 1 woman by 3 women and then privately posted on YouTube. There was a murder of a man who was stopped at this store and his pregnant passenger was also shot. The people who stop at this store are loud and disorderly. They hang out in front of the store fighting, arguing, blocking traffic in the street. By all means, let's add alcohol to the mix.

Whether the store, employees and/or owner are doing anything at all to discourage this remains to be seen.

Please do not throw gas on the fire by allowing alcohol to be sold.

Sincerely,

Laura Geiger  
661 Jessamine Ave  
St Paul, MN 55106  
651 774 8467



Ms Laura Geiger  
661 Jessamine Ave E  
Saint Paul, MN 55106

SAINT PAUL MN 551

01 OCT 2019 PM 2 L

Thinking



Legislative Hearing Officer  
310 City Hall  
15 West Kellogg Blvd.  
St. Paul, MN 55102

## LICENSE APPLICATION NOTIFICATION

License Number: 20190003166  
Application for: Wine On Sale, Malt On Sale (Strong), and Entertainment (A)  
License at: 1110 Payne Ave  
Licensee: Lilla & La Femme LLC, doing business as Cafe Lilla  
Jon Oulman, co-owner, 612-669-9616

### Recommended License Conditions:

1. Per City of Saint Paul Legislative Code 409.15(a)(2), On-sale wine license shall mean a license authorizing the sale of wine not exceeding fourteen (14) percent alcohol by volume, for consumption on the licensed premises only in conjunction with the sale and service of food (menu item only). The sale of Malt (Strong) will also take place only in conjunction with the sale and service of food.
2. Per City of Saint Paul Legislative Code 409.15(e), licensee must be able to show that gross receipts are at least sixty (60) percent attributable to the sale of food.
3. Licensee will submit to the Department of Safety and Inspections (DSI) annual gross receipts for food and liquor for each year the license is renewed.
4. Per City of Saint Paul Legislative Code 411.02, the definition of Entertainment A is, "Amplified or nonamplified music and/or singing by performers without limitation as to number, and group singing participated in by patrons of the establishment." (includes karaoke). Entertainment A license does not allow for patron and/or performance dances.
5. Licensee agrees to close the establishment at 12:00 a.m. midnight. All patron/customers shall vacate the premises by 12:30 a.m. each day of the week as per City Zoning Code (parking requirement).

**Deadline for Response Date: Friday, November 29, 2019 at 4:30 p.m.**

If you have any objections to the license application, you must respond in writing by Friday, November 29, 2019 to:

Legislative Hearing Officer  
310 City Hall  
15 West Kellogg Blvd.  
Saint Paul, MN 55102

Or email to: [LH-Licensing@ci.stpaul.mn.us](mailto:LH-Licensing@ci.stpaul.mn.us)

If you have any questions, please contact DSI Inspectors Ross Haddow or Jeff Fischbach at 651-266-8989.

Notice Mailed: Thursday, October 10, 2019

**Payne Phalen District 5 Planning Council**  
**Board Report**  
 Jan-Sep 2019

	Annual Budget	Amt Spent YTD	Current Month Amt	Over/Under Budget
<b>Income</b>				
Community Engagement	109,475.00	107,286.45	10,412.06	2,188.55
Innovation Equity Funds (2018)	6,050.00	6,049.12		0.88
Innovation Equity Funds (2019)	6,050.00			6,050.00
Other Income		4,145.49		
<b>Total Income</b>		<b>117,481.06</b>	<b>10,412.06</b>	<b>2,188.55</b>
<b>Expense</b>				
Wages	84,200.00	69,549.94	6,376.66	14,650.06
Payroll Expenses	7500.00	10,908.08	770.78	(3,408.08)
Benefits	11040.00	9,194.70	919.47	1,845.30
Workers Compensation	750.00			750.00
Legal Fees	300.00			300.00
Accounting/Fees	6300.00	3,331.25	315.00	2,968.75
Insurance Costs	750.00	322.00		428.00
Membership Fees	845.00	1,084.00		(239.00)
Food/Refreshments	560.00	14.99		545.01
Mileage/Parking	360.00	63.00		297.00
Bank charges/Line of Credit Interest	1400.00	731.05	52.67	668.95
Dues and Subscription		474.00	8.00	
Office Furniture	1000.00			
Annual meeting expenses	300.00	187.00		113.00
Maintenance/Repairs	1450.00	413.50		1,036.50
Office Expense/ Equipment	1600.00	667.51		
Supplies	1125.00	2,808.93		(1,683.93)
Equipment	1200.00	1,632.94		(432.94)
Rent/Utilities	15150.00	12,436.72	1,271.40	2,713.28
Communications (Telephone/Net)	900.00	630.00	70.00	270.00
Communications (MS Office/Pair Networks)	450.00	15.75		434.25
Printing/Postage	850.00	57.52		792.48
Community Gardening expenses	275.00			275.00
Workshop/Trainings	800.00			800.00
Program Expenses	980.00	254.31		725.69
<b>Total Expense</b>	<b>140,085.00</b>	<b>114,777.19</b>	<b>9,783.98</b>	<b>23,849.32</b>
<b>Net Income</b>		<b>2,703.87</b>	<b>628.08</b>	



**Payne Phalen District 5 Planning Council**  
**Profit & Loss**  
 January through September 2019

	<u>Jan - Sep 19</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>4-1000 · Grant Income</b>	
<b>4-1100 · City of St. Paul</b>	
4-1103 · Community Engagement	107,286.45
4-1116 · COPP (Ward 5)	2,119.00
<b>Total 4-1100 · City of St. Paul</b>	109,405.45
4-1601 · Innovations Fund Equity 2018	6,049.12
<b>Total 4-1000 · Grant Income</b>	115,454.57
<b>4-2000 · Other Income</b>	
4-2008 · Donation	1,150.14
4-2999 · Misc. Income	556.35
4-2000 · Other Income - Other	320.00
<b>Total 4-2000 · Other Income</b>	2,026.49
<b>Total Income</b>	117,481.06
<b>Expense</b>	
<b>6-1000 · Payroll</b>	
<b>6-1001 · Wages</b>	
6-1002 · Wages-Exec. Dir.	39,749.94
6-1005 · Wages-Cmty Vol & Outreach Asst	24,040.00
6-1007 · Wages-Project Outreach	5,760.00
<b>Total 6-1001 · Wages</b>	69,549.94
6-1020 · Payroll Expenses	10,908.08
6-1030 · Benefits	9,194.70
<b>Total 6-1000 · Payroll</b>	89,652.72
<b>6-2000 · Administration/Program Support</b>	
6-2001 · Accounting/Fees	3,331.25
<b>6-2002 · Insurance Costs</b>	
6-2002a · Liability Insurance	322.00
<b>Total 6-2002 · Insurance Costs</b>	322.00
<b>6-2067 · Misc. Administrative</b>	
6-2017 · Maintenance/Repairs	413.50
6-2015 · Interest Expense	555.55
6-2018 · Dues and Subscription	474.00
6-2020 · Office Expense	683.26
6-2019 · Travel Expense	63.00
6-2004 · Assn. Membership Fees	1,084.00
6-2006 · Food/Refreshments	14.99
6-2010 · Bank charges	175.50
6-2013 · Annual meeting expenses	187.00
<b>Total 6-2067 · Misc. Administrative</b>	3,650.80
6-2051 · Supplies	2,808.93

25

	<u>Jan - Sep 19</u>
6-2052 · Equipment	1,632.94
6-2053 · Rent/Utilities	12,436.72
6-2054 · Communications (Telephone/Net)	630.00
6-2058 · Printing/Postage	
6-2055 · Postage	57.52
<b>Total 6-2058 · Printing/Postage</b>	<u>57.52</u>
<b>Total 6-2000 · Administration/Program Support</b>	24,870.16
6-3000 · Program/Project Expenses	254.31
<b>Total Expense</b>	<u>114,777.19</u>
<b>Net Ordinary Income</b>	<u>2,703.87</u>
<b>Net Income</b>	<u><u>2,703.87</u></u>

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**Payne Phalen District 5 Planning Council**  
**Balance Sheet**  
**As of September 30, 2019**

Sep 30, 19

**ASSETS**

**Current Assets**

**Checking/Savings**

1-1000 · Checking-Bremer	-3,271.12
1-1202 · Collateral Savings - Bremer	308.70
1-1400 · Checks Received, Not Deposited	550.00
<b>Total Checking/Savings</b>	<u>-2,412.42</u>

**Other Current Assets**

<b>1-2100 · Grants Receivable</b>	
1-2116 · GR-City Equity Funds	833.00
<b>1-2101 · GR-City of St. Paul</b>	
1-2101e · Innovation Funds 2018	3,809.44
1-2101a · GR-Community Engagement	22,770.93
1-2101c · GR-COPP	7,699.00
<b>Total 1-2101 · GR-City of St. Paul</b>	<u>34,279.37</u>
<b>Total 1-2100 · Grants Receivable</b>	35,112.37
<b>1-2200 · Prepaid Expenses</b>	
1-2205 · Prepaid Insurance	838.81
1-2200 · Prepaid Expenses - Other	289.05
<b>Total 1-2200 · Prepaid Expenses</b>	<u>1,127.86</u>

**Total Other Current Assets** 36,240.23

**Total Current Assets** 33,827.81

**Fixed Assets**

<b>1-3000 · Equipment</b>	
1-3002 · Original Cost	11,954.14
1-3003 · Accumulated Depreciation	-11,954.14
1-3000 · Equipment - Other	1,850.00
<b>Total 1-3000 · Equipment</b>	<u>1,850.00</u>

**Total Fixed Assets** 1,850.00

**Other Assets**

1-2300 · Security Deposit - Office Lease 950.00

**Total Other Assets** 950.00

**TOTAL ASSETS** 36,627.81

**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

**Accounts Payable**

2000 · Accounts Payable 950.00

**Total Accounts Payable** 950.00

**Other Current Liabilities**

2-1050 · Bremer Loan -38.40

2-1100 · Payroll Liabilities-Other

27

	<u>Sep 30, 19</u>
MN Income Tax	344.20
Federal Unemployment (940)	306.92
MN Unemployment Taxes	1,292.25
Federal Taxes (941/944)	1,462.46
2-1100 · Payroll Liabilities-Other - Other	511.92
<b>Total 2-1100 · Payroll Liabilities-Other</b>	<u>3,917.75</u>
<b>Total Other Current Liabilities</b>	<u>3,879.35</u>
<b>Total Current Liabilities</b>	4,829.35
<b>Long Term Liabilities</b>	
2900 · Line of Credit	6,281.91
<b>Total Long Term Liabilities</b>	<u>6,281.91</u>
<b>Total Liabilities</b>	11,111.26
<b>Equity</b>	
3800 · Unrestricted Net Assets	
3802 · Other Unrestricted Net Assets	38,244.88
<b>Total 3800 · Unrestricted Net Assets</b>	38,244.88
3900 · Retained Earnings	-15,432.20
Net Income	2,703.87
<b>Total Equity</b>	<u>25,516.55</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>36,627.81</u></u>

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# Payne-Phalen COMMUNITY COUNCIL

567 Payne Avenue, St. Paul MN 55130 [www.paynephalen.org](http://www.paynephalen.org) 651-774-5234

[district5@paynephalen.org](mailto:district5@paynephalen.org)

## Totals from 9/28/19 Community Festival sheets

What are your top 3 priorities from this list?

- |  |                                    |
|--|------------------------------------|
| <u>9</u> Housing IIII                        | <u>3</u> Parks & Recreation III    |
| <u>2</u> Historic Preservation II            | <u>4</u> Water Resources IIII      |
| ___ Arts & Culture                           | <u>5</u> Environment IIII          |
| ___ Urban Design                             | <u>3</u> Transportation III        |
| <u>4</u> Public Services & Facilities IIII   | <u>5</u> Economic Development IIII |
| <u>2</u> Social Development I<br>Education I | <u>3</u> Land Use III              |

Map pins from 9/28/19 Festival

Housing - 9

Environment - 5

Transportation - 3

Historic Preservation - 2

Land Use - 1

Social Development - 1

Public Services & Facilities - 1

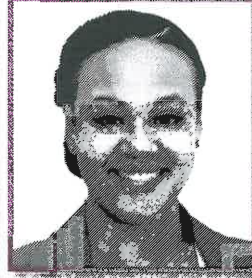
Water Resources - 1



LEAGUE OF  
WOMEN VOTERS®  
ST. PAUL



## WARD 6 SAINT PAUL CITY COUNCIL CANDIDATE FORUM



Alexander Bourne

Kassim Busuri

Danielle Swift

Terri Thao

Nelsie Yang

THE CANDIDATES FOR WARD 6 CITY COUNCIL WILL BE PRESENTING THEIR PLATFORM AND TALKING TO THE AUDIENCE IN A QUESTION & ANSWER FORMAT. ALL ARE WELCOME!

Wednesday, October 23rd, 7:00PM

**Arlington Hills Community Center**

1200 Payne Avenue

**Thank you to our event partners!**



Payne-Phalen

DISTRICT FIVE  
PLANNING COUNCIL



spnn

Building community  
through media





# Maryland Avenue 4-to-3-Lane Conversion Trial Open House

## Upcoming events

Attend an upcoming event to learn more about the Maryland Avenue three-lane conversion trial. Come talk with project staff and provide your feedback on walking, driving and biking on Maryland Avenue between Arkwright Street and Payne Avenue.

### Oct. 23 pop-up event

October 23, 2019

5:30 – 7 p.m.

Event will be held before the City Council Ward 6 candidate forum.

Arlington Hills Community Center, 1200 Payne Ave, Saint Paul, MN 55130

### Nov. 19 open house

November 19, 2019

5-7 p.m.

Arlington Hills Community Center, 1200 Payne Ave, Saint Paul, MN 55130

People who live, work and travel along Maryland Avenue are encouraged to share their feedback and experiences. If you can't make it to an event, you may submit your comments online through the project's interactive engagement site, or contact the project staff: Rachel Broughton, Project Manager, 651-266-7140 [rachel.broughton@ramseycounty.us](mailto:rachel.broughton@ramseycounty.us)



<https://www.ramseycounty.us/residents/roads-transit/2019-construction-maintenance/maryland-avenue-4-3-lane-conversion-trial>

# For Your Information



## Robin Horkey

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**From:** Lewis, Jennifer <Jennifer.Lewis@mspmac.org>  
**Sent:** Wednesday, October 16, 2019 1:49 PM  
**Subject:** St. Paul Downtown Airport Advisory Council Meeting Oct. 29 2019  
**Attachments:** meeting\_packet\_DAAC\_10-29-2019.pdf

Hello Everyone,

Your attendance and participation are encouraged for the upcoming meeting being held for the St. Paul Downtown Airport Advisory Council (DAAC). The meeting will be held on Tuesday, October 29, 2019 at 4 p.m. in the St. Paul Downtown Airport Terminal Building. The meeting materials are attached for your information. Please note: the duration of this meeting may run beyond 5 p.m. due to the extent of the agenda topics.

If you have questions about this meeting please do not hesitate to contact me.

Kind regards,

**JENNIFER LEWIS** | *Community Relations Office* | **O:** 612-725-6327 | **F:** 612-725-6310 | [www.MetroAirports.org](http://www.MetroAirports.org) | **Metropolitan Airports Commission** | 6040 South 28th Avenue, Minneapolis, MN 55450

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*St. Paul Downtown Airport Advisory Council*

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**MEETING NOTICE**

Tuesday, October 29, 2019

4:00 p.m.

St. Paul Downtown Airport  
Administration Building Conference Room  
644 Bayfield Street, St. Paul, MN 55107

**AGENDA**

1. 4:00-4:05 p.m. -- Approval of Agenda and Review of Draft Minutes
2. 4:05-4:15 p.m. -- 2019 Holman Field Noise Study
3. 4:15-4:18 p.m. -- Overview of STP Noise Complaints and Operations Summary
4. 4:18-4:28 p.m. -- Review of Bylaws and Membership
5. 4:28-4:43 p.m. -- 2020 Draft Work Plan
6. 4:43-4:58 p.m. -- Airport Tour and Tenant Engagement
7. 4:58-5:03 p.m. -- Public Comment
8. 5:03- 5:05 p.m. -- Establish Next Meeting Date  
(May 19, 2020/third Tuesday in May and October?)
9. 5:05-5:06 p.m. -- Adjourn

CONCERNED PARENTS OF ANEW BAM

*Invites*

CANDIDATES & *Families*

TO THE

**CANDIDATE FORUM AND  
MEET & GREET**

OPEN TO ALL ST PAUL CITY COUNCIL CANDIDATES IN WARDS 5, 6, 7  
AND SCHOOL BOARD CANDIDATES

ARLINGTON RECREATION CENTER 1200 PAYNE AVE. ST PAUL, MN 55130

**Saturday, October 19th**

Meet & Greet at 11AM

Candidate Forum at 12PM

**HALLOWEEN COSTUME  
GIVEAWAY**



FOR MORE INFORMATION

Clara Ware | 651.528.3507

35



CITY OF SAINT PAUL

Mayor Melvin Carter

Civil Division  
400 City Hall and Court House  
15 West Kellogg Boulevard  
Saint Paul, Minnesota 55102

Telephone: 651 266-8710  
Facsimile: 651 298-5619

October 9, 2019

NOTICE OF INTENT TO SUSPEND LICENSE

Cook Saint Paul, LLC  
Cook Saint Paul  
1124 Payne Avenue  
Saint Paul, MN 55130  
Attn: Eddie Wu

RE: Wine On-Sale license held by Cook St. Paul d/b/a Cook Saint Paul, LLC for the premises located at 1124 Payne Avenue in Saint Paul  
License ID #: 20140002595

Dear Cook St. Paul:

The Department of Safety and Inspections ("Department") will recommend suspension of the Wine On-Sale license held by Cook St. Paul ("Licensee") for the premises known as Cook Saint Paul, LLC located at 1124 Payne Avenue in Saint Paul. ("Licensed Premises").

Saint Paul Legislative Code §310.05 (m) (8) provides that suspension is the appropriate matrix penalty for a first time failure to pay license fees.

The Department asserts the following facts along with attachments herein constitute proof of a violation of Saint Paul Legislative Code §310.05(m)(8) by a preponderance of the evidence.

**On July 30, 2019, you were sent a LETTER and RENEWAL INVOICE from the Department of Safety and Inspections stating your Wine On-Sale license expired and you owed delinquent license and late fees.**

**You were informed that you needed to renew the license if you intended to engage in the licensed activity within the City of Saint Paul. The letter you received included a renewal invoice. You were told that you needed to complete the renewal of your license by August 20, 2019 or your license would be submitted to the City Attorney's Office for adverse action. As of today we have not heard from you.**



As the Licensee you have four (4) options:

1. If you do not contest the imposition of the proposed adverse action, you may do nothing. If I have not heard from you by **October 23, 2019**, I will presume that you have chosen not to contest the proposed adverse action and the matter will be placed on a City Council Consent Agenda for approval of the proposed remedy.
2. You can pay the delinquent license and late fees and submit the required information. **If this is your choice, you need to contact the Department of Safety and Inspections (651) 266-8989 to determine the total amount now due.** You should send the payment and information directly to DSI at 375 Jackson Street, Ste. 220, St. Paul, Minnesota 55101-1806 no later than **October 23, 2019**. A self-addressed envelope is enclosed for your convenience. Payment of the delinquent license and late fees and submission of the required information will be considered a waiver of the hearing to which you are entitled.
3. If you wish to admit the facts but you contest the penalty, you may have a public hearing before the Saint Paul City Council. You will need to send me a letter with a statement admitting to the facts and requesting a public hearing no later than **October 23, 2019**. The matter will then be scheduled before the City Council to determine whether to suspend your license. You will have an opportunity to appear before the Council and make a statement on your own behalf.
4. If you no longer wish to do business in the City of Saint Paul, you will need to complete and return the attached REQUEST TO CANCEL LICENSE with the CITY OF SAINT PAUL to the Department of Safety and Inspections, at 375 Jackson Street, Ste. 220, St. Paul, Minnesota 55101-1806 no later than **10/21/2019**.

**If you have not contacted me by October 23, 2019, I will assume that you do not contest the suspension of your license. In that case, the matter will be placed on a City Council Consent Agenda for approval of the recommended penalty.**

If you have questions about these options, please contact Shawn McDonald, my Legal Assistant at (651) 266-8729.

Sincerely,



Therese Skarda

Assistant City Attorney

License No.: 0240989

cc: Eddie Wu, 2331 Kraft, South Saint Paul, MN 55075  
Anda Market LLC; 1124 Payne Avenue; Saint Paul, MN 55130  
Jack Byers, Executive Director, Payne Phalen Community Council; 567 Payne Avenue; Saint Paul, MN 55130

Attachments: License Group Comments Text  
July 30, 2019 Letter  
Renewal Invoice  
STAMP Printout

STATE OF MINNESOTA)

) ss.

**AFFIDAVIT OF SERVICE BY U.S. MAIL**

COUNTY OF RAMSEY)

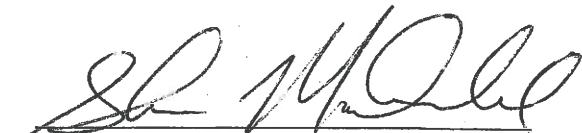
Shawn McDonald, being first duly sworn, deposes and says that on October 9, 2019, he served the attached **NOTICE OF INTENT TO SUSPEND LICENSES** and a correct copy thereof in an envelope addressed as follows:

Cook Saint Paul, LLC  
1124 Payne Avenue  
Saint Paul, MN 55130  
Attn: Eddie Wu

Eddie Wu  
2331 Kraft Street South  
Saint Paul, MN 55075

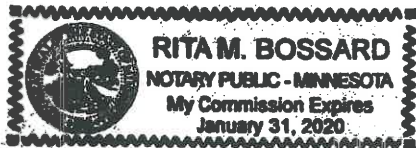
Jack Byers, Executive Director  
Payne Phalen Community Council  
567 Payne Avenue  
Saint Paul, MN 55130

(which is the last known address of said person) depositing the same, with postage prepaid, in the United States mail at St. Paul, Minnesota.

  
Shawn McDonald

Subscribed and sworn to before me  
This 9th day of October 2019

  
Notary Public





CITY OF SAINT PAUL  
Mayor Melvin Carter

Civil Division  
400 City Hall  
15 West Kellogg Blvd.  
Saint Paul, Minnesota 55102

Telephone: 651 266-8710  
Facsimile: 651 298-5619

October 9, 2019

**NOTICE OF INTENT TO DENY LICENSE**

Jaber Albary  
1972 127<sup>th</sup> Court Northeast  
Blaine, MN 55449

RE: Cigarette/Tobacco license application submitted by Jaber Albadry d/b/a Chicago Tobacco for the premises located at 1137 Payne Avenue in Saint Paul  
License ID #20190000789

Dear Applicant:

The Department of Safety and Inspections (DSI) will recommend denial of the Cigarette/Tobacco license application submitted by Jaber Albadry d/b/a Chicago Tobacco for the premises located at 1137 Payne Avenue in Saint Paul. The basis for the recommendation is as follows:

**On March 28, 2019, you submitted a Cigarette/Tobacco license application with the Department of Safety and Inspections (DSI) for the premises located 1137 Payne Avenue.**

**On September 16, 2019 you were sent a letter from DSI stating that your time elapsed for providing a signed lease agreement and you have two options:**

- 1. Complete and return the attached REQUEST TO WITHDRAW REQUEST FOR REFUND form and return to the Department of Safety and Inspections.**
- 2. Do nothing and this matter will be forward to the City Attorney's Office for application denial.**

**As of today, DSI has not received a response from you concerning your license application.**

You have four (4) options to proceed:

1. If you do not contest the imposition of the proposed adverse action, you may do nothing. If I have not heard from you by **October 23, 2019**, I will presume that you have chosen not to contest the proposed adverse action and the matter will be placed on the City Council Consent Agenda for approval of the proposed remedy
2. If you wish to admit the facts but contest the penalty, you may have a public hearing before the Saint Paul City Council. You will need to send a letter with a statement admitting the facts and requesting a public hearing by **October 23, 2019**. The matter will then be scheduled before the City Council to determine whether to deny your Cigarette/Tobacco license. You will have an opportunity to appear before the Council and make a statement on your own behalf.
3. If you dispute the facts outlined above, you may request a hearing before an Administrative Law Judge (ALJ). You will need to send me a letter disputing the facts and requesting an administrative hearing no later than **October 23, 2019**. At that hearing both you and the City will appear and present witnesses, evidence and cross-examine each other's witnesses. After receipt of the ALJ's report (usually within 30 days), a public hearing will need to be scheduled. At that time, the City Council will decide whether to adopt, modify or reject the ALJ's report and recommendation.

Please note: If you choose an administrative hearing, the Department of Safety and Inspections reserves the right to request that City Council impose the costs of the administrative hearing per Saint Paul Legislative Code § 310.05 (k).

4. You can withdraw your license application. Complete the enclosed REQUEST TO WITHDRAW REQUEST FOR REFUND form and return it to the Department of Safety and Inspections (DSI), 375 Jackson Street, Ste. 220, St. Paul, Minnesota 55101-1806 no later than **October 23, 2019**. Any request for a refund of the license application fee must also be made in writing to the Department of Safety and Inspections.

**If you have not contacted me by October 23, 2019, I will assume that you are not contesting the denial of your Cigarette/Tobacco license. In that case, the matter will be placed on the City Council Consent Agenda for approval of the recommended penalty.**

If you have questions about these options, please feel free to contact Shawn McDonald, my Legal Assistant at (651) 266-8729.

Sincerely,



Therese Skarda  
Assistant City Attorney  
License No. 0240989

STATE OF MINNESOTA)  
 ) ss.

AFFIDAVIT OF SERVICE BY U.S. MAIL

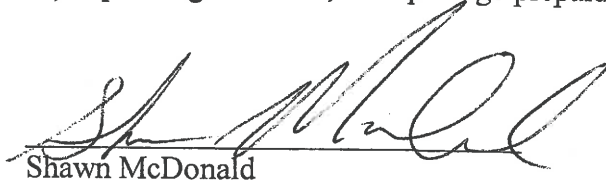
COUNTY OF RAMSEY)

Shawn McDonald, being first duly sworn, deposes and says that on the 9<sup>th</sup> day of October, he served the attached **NOTICE OF INTENT TO DENY LICENSE** and a correct copy thereof in an envelope addressed as follows:

Jaber Albary  
1972 127<sup>th</sup> Court Northeast  
Blaine, MN 55449

Jack Byers, Executive Director  
Payne-Phalen Community Council  
567 Payne Avenue  
Saint Paul, MN 55130

(which is the last known address of said person) depositing the same, with postage prepaid, in the United States mail at St. Paul, Minnesota.

  
Shawn McDonald

Subscribed and sworn to before me  
This 9<sup>th</sup> day of October 2019

  
Notary Public

