

BNA Steering Committee Meeting - Minutes
November 17, 2020
7:00 PM Online Meeting

Actions taken online since August Meeting:

- 9.3.20: Deb moves to submit the Lakeview Letter to the Mayor and City Commissioners for their upcoming meeting to review the Ellis' appeal. Tanya seconds. The motion carries with 12 votes.

- 9.23.20 Sarah Ruppensburg presented a motion to endorse Flagpole's "Cruise Down Spooky Street" event, which took place from Oct 26 - Oct 30. Carole seconded the motion. 8 votes made quorum and carried the motion.

- 9.25.20 Gregg Bayard presented a motion to donate \$100 to Bell's for their turkey matching program to the Food Bank for Thanksgiving and also donate another \$100 for the children's program. Tanya seconded. The motion carried with 12 votes yes and 0 Nays.

Agenda:

- Devine: N-hood listserv (and member-only listserv?) - 10 min.
 - Stanley/Devine: Historic preservation (form a work team?) - 10 min.
 - Kilpatrick/Devine: Slate/annual meeting - 15 min.
- I. John calls the meeting to order at 7:04 over a quorum of 9: John, Jeff, Sarah R., Tanya, Deb, Dan, David, Sarah M., Jason. Sarah R. will take commitments; Dan to keep time.

Tanya moves to approve minutes from August. David seconds. Discussion: please give Sarah R. any feedback on formatting. The vote carries with unanimous approval.

Review of Commitments from August:

- Deb to send Heirloom Cafe letter to HPC and ensure proper routing in time for meeting. **Complete.**

- Tanya to slightly edit 165 Lakeview Letter and send to membership for review **Complete.**
- Tanya to see if she can help Mary Beth and Carole with budgetary tracking from website. **Complete.**
- **John to assemble the volunteer list - MOVE TO NOVEMBER**
- **James to brainstorm some ideas for neighborhood interaction, Deb joins assist team. - LET THIS GO TIL POST COVID**
- Tanya and John to connect on gmail and gsuite log ins. **Complete. We do not have a gsuite.**
- John to follow up on Barber Street walkways and report back
 - John and Jeff have meeting this week to follow up on results of walk audit. Will report back.
- Jeff to initiate steering committee nominations before next meeting in November. **Initiated.**

II. Committee Reports from the Treasurer, Vice Chair, Neighborhood Park and Communication were sent ahead of the meeting. They can be found as an addendum to the minutes.

- No questions/discussion on reports.
- Sarah to prepare a report on the Halloween Committee activities.
- Deb shared relevant communications on the Lakeview Issue (Sarah to prepare a summary for addendum to minutes)

I. Listserve: Yahoo Group Ending

John believes it makes sense for the NA to manage the listserve .

- Two list serves? or one? (members vs non-members)

Deb: seems exclusive to have a members only; will there be duplicate posting

David: NA affects everyone regardless of membership. It's not for money making it's for functioning.

- What platform should we use?

John: Researched groups.io vs google groups. Info is conflicting. It does seem like you need some kind of gmail account for full functionality.

General agreement by all that BNA should manage a listserv and it should be open to all Historic Boulevard Residents. John and Jeff to finalize a platform and propose motion for proceeding before Dec 15.

II. Historic Preservation

- John had a convo with Kelly Girtz about setting up a committee to review HP and make it more effective, pre-Covid so, it hasn't gone anywhere. Carole mentioned Paul Truedeau report in an email
 - John proposes a committee to look at how HPC can be improved. Send out survey, gather info. Develop talking points and recs that might be useful to getting other NA's
 - Deb to lead: John, Dan, Sarah

III. **Officer Slate for 2021:** sent to group by Jeff ahead of meeting. Of note:

- John moving to At-Large Member. He has served 3 years which has been the norm for the position. John feels the new chair needs to be someone on the current steering committee in order to
 - Deb noted we may want to change the bylaws to make Vice-Chair the Chair Elect moving forward.
- Eric Wurzburg stepping in to Vice Chair.
- Jeff and Kevin stepping down
- Still need a neighborhood watch chair
 - Hard to get people to sign up/ partially because of title
 - Not a lot to do unless break-ins spike
 - Bryan McLucas possible person for Neighborhood watch. John to follow up.
- Annual meeting:
 - Can't have in 2021 due to Covid and continued need for social distancing.

- John/Jeff to prepare a google form for voting on officers
- James, John and Jeff to figure out a substitute “event” for the annual meeting.

IV. Other issues for discussion:

- Bread Basket has been sold. Unclear what will happen, who owns it and what their plans are.
- Greenway Plan: maps are so confusing that it’s very difficult to provide comments.

Commitments:

- John to assemble the volunteer list (skill set, names, general)
- John and Jeff to report back on the Barber Street Walking Audit from meeting this week.
- Sarah to ask Shannon Hinson (board chair) about historic neighborhood signs situation
- Jeff and John to figure out what platform to use for listserve.
- John to find Paul Trudeau survey.
- Deb to initiate HP group
- Jeff to find chair
- Sarah to prepare a report on the Halloween Committee activities.
- Sarah to prepare a summary of 165 Lakeview demo for addendum to minutes

John adjourns meeting at 8:08 pm.

Addendum - Committee Reports:

Communications From Tanya:

- **Mail/Newsletters:**
 - John helped me sort out G-Suite questions.
 - Mailchimp is unpredictably glitchy! I now use it to format and then email membership directly from the Gmail account--no click-tracking, but more reliable.

- Communications were sent out about Lakeview, Heirloom, Halloween, and the pet calendars, all with responses from membership.
- **Social Media:** We have had a good engagement with Facebook posts, especially if also posted to Boulevard and Friends.
- **Incoming:** I try to check the email every 1-2 weeks--lately it's mostly pet calendars. My apologies to Carole that I've been slack on this the last week or so since face-to-face school started back.
- **Budget tracking:** I edited the script that runs when people submit orders on the website. It should make it easier for membership and finance to track who has paid for what!
- **Supporting Chase Street School:** We are getting ready to do 12 Days of Holiday Cheer for our teachers and staff from December 3rd to December 18th. Would BNA be interested in working with me and the PTO to sponsor some raffle prizes and/or some kind of covid-safe treats for Chase teachers?
- **Membership communications including a new welcome flyer:** I still need to work with David on this.

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## Neighborhood Park Standing Committee Report

Chair: Dan Lorentz

The chair of the Neighborhood Park Standing Committee (that's me!) has not organized the committee, but plans to do so in 2021.

Tasks for chair:

1. Ask BNA steering committee members and neighborhood residents to join committee. (Early December 2020)
2. Set meeting date and agenda for first meeting. (Late January 2021)

Some ideas for committee tasks:

1. Develop a “Phase 3” park improvements plan, which might include a drinking fountain; railings for steps to trails; a low, wrought-iron fence along Barber St. to enhance safety; additional plantings on slopes and other areas for safety, screening and safety reasons; repairs and improvements to trail and stormwater run-off stream; and identify funding sources.

2. Develop a request-for-proposals for public art at the park. This might include art for the park entrance, for the main lawn area, for the playground, and for along the trails. Developing this plan would include soliciting more neighborhood input, working with ACC, local arts groups and identifying funding sources. Consider merging this effort with the Phase 3 plan.

3. Develop a pilot program for re-introducing native/non-invasive/sustainable plants to the park. Again working with ACC LS, landscapers and finding funding sources will be part of the task.

4. Develop programming ideas for the park. This could involve BNA organizing and sponsoring activities at the park and/or making suggestions to ACC Leisure Services to hold events at the park.

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Vice Chair - Officer Slate for 2021

Here’s the current SC Nomination Slate. We have everything filled, except for Chair and Neighborhood Watch. I have been unsuccessful in finding anyone interested in either post, but I believe John has reached out to a few possibilities as far as that goes. See you tonight!

Committee	2021 Nominee
Chair	??
Vice Chair	Eric Wurzburg
Secretary	Sarah Ruppensburg
Treasurer	Mary Beth Gates
Member/Finance	David Woodard

Communications	Tanya Hudson
Programs	James Miller
Neighborhood Watch	??
Preservation/ Environmental Quality	Deb Stanley
Neighborhood Park	Dan Lorentz
AT LARGE	Gregg Bayard
	Jason Taylor
	Rachael Widener
	Carole Holmes
	John Devine
	Julia Marlowe

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**Treasurer’s Report:**

FYI, our balance is currently \$3,314.53. I recently paid \$1,041.85 to Bel Jean for the pet calendar expenses. And Jerry will be reimbursed for the turkeys once that transaction is complete.

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Halloween Committee Report:

In August, the BNA Steering Committee established a Halloween Committee to create a plan for Halloween/Trick or Treating this year given the COVID19 pandemic and the health and safety concerns of having heavy foot traffic in the neighborhood on this night. The group decided that the best way to handle the event this year was to promote other festive activities

and provide consistent messaging for households not interested in providing treats, keeping the feeling positive and proactive. The Committee engaged in the following activities:

1. Led the endorsement of the Flagpole “Drive Through SpookyTown” which featured a neighborhood house/yard decorating contest the week leading up to Oct. 31. BNA promoted the event through our email listserv and social media platforms. It was a decidedly successful event that will hopefully take place annually moving forward.
2. Developed a message that was emailed and posted on social media that included:
 - a. Halloween Scavenger Hunt
 - b. Sign for households not wanting to have Trick o Treaters
 - c. Encouragement for joining Flagpole’s event

Mallory Thomas of From Ashes Designs developed the signs and scavenger hunts. The cost of the design and printing was donated by a committee member.

Committee members included: Sarah Ruppensburg, Melisa Cahnman-Taylor, Hope Cyerman, Alicia Nickles, Rachel Widener.

BNA hopes to continue the committee in future years to improve safety and foster neighborhood spirit.

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### **165 and 175 Lakeview Historic Preservation Summary Report**

It came to the attention of the BNA steering committee that Owner of the properties at 165 and 175 Lakeview Street had applied to the Historic Preservation Committee to “seek approval of demolition after the fact and approval of reconstruction after-the-fact for the dwelling and with the additions that were part of a previous approval under COA-2017-07-1966.”

This is not the first time the owner had failed to follow HPC approved plans for building in the neighborhood. As such, the steering committee drafted a letter to the HPC to lodge a complaint about the process for demolition not being followed again. The letter was finalized by the officers and sent to the HPC on June 12, ahead of the hearing scheduled for June 17. At that meeting, the application for 165 Lakeview Street was denied. The application for 175 Lakeview Street was approved for the demolition and tabled for the new construction aspect. ACC Code Enforcement also had issued a citation which required a municipal court appearance for 165 Lakeview.

The Owners appealed the decision for 165 which led to a hearing at a Mayor & Commission meeting, open to public comment, on September 8. At this point BNA decided to take the issue to membership, presenting a draft letter for review. This letter was essentially the same as the first, with minor adjustments to reflect the new audience and status of the property. The letter was approved and BNA submitted the letter to the Mayor & Commission ahead of the meeting. At that meeting, the Mayor & Commission found that the HPC did not abuse their discretion, but allowed the Certificate of Occupancy to be granted, provided the applicant amended several design details to conform with the original COA (porch stair railing, brick-faced chimney, a couple window changes). A primary motive for such a finding is to avoid a protracted lawsuit that might bring the entire Historic Preservation Ordinance in front of a higher court & put it in jeopardy of being nullified for the entire state--or allowing it to catch the eye of state legislators who might seek to repeal it. The citation was still upheld and the Owner should have gone before a judge in municipal court. The results of the citation are unknown at this time.

Commissioners Andy Herod & Melissa Link both chided the developer out loud for such repeat "ask forgiveness rather than permission" offenses & requested that the Mayor assign to committee some means of further prosecuting developers who blatantly violate HPC-granted COAs.

