SUMMIT HILL ASSOCIATION
DISTRICT 16 PLANNING COUNCIL
BOARD OF DIRECTORS MEETING MINUTES
Thurs., January 10, 2019, 7 p.m. – 8:52 p.m.
LINWOOD RECREATION CENTER, MEETING ROOM

Called to order 7:04

Directors Present
- Bridget Ales
- Denise Aldrich
- Abhi Andley
- Jacob Colling
- James Farnsworth
- Liz Gibba
- Hayden Howland
- Bruceanne Phillips
- David Kratz
- Sonja Mason
- Peggy Reichert
- Peter Rhoades
- Susan Schultze
- Anthony Swichtenberg

Minutes

1. Additions to the Agenda
   - No additions to the Agenda were made

2. Approval of the Past Minutes
   - Motion: Jacob Colling made the motion to approve the November 2018 minutes with grammatical fixes, Peter seconded. A voice vote was called, and the majority approved the minutes with no nays.

3. Public Comment
   - No public comments were heard.

4. New Business

   - Action Item: ZLU Membership
     - Motion: Move by Sonja authorize Denise Aldrich, Peter Rhoades, and Anthony Swichtenberg to be voting members of ZLU committee pursuant to Section 7.11 of SHA Bylaws. The motion was seconded by Bridget Ales. A voice vote was called, and the majority approved the minutes with no nays.

   - 5 Heather Place Lot Split
     - The ZLU held a meeting on December 27, 2018, meeting for the proposed lot split
● One of two properties would not be all lot guidelines within the zoning rules
● There were neighbors that were initially concerned that the existing structures would not be left in place; however, it appeared after the ZLU meeting, that the owners of the lots did not intend for the lot split to result in multi-family units and the owners did not intend to destroy any existing structures on the property
● **MOTION:** A motion made by Denise Aldrich was made that: The ZLU draft a letter on behalf of the full board letter that may be sent to the city in support of the application for lots split at 5 Heath Place knowing any other requirements for variances and future changes for the lot will follow established review procedures by the HPC and the City. The motion was approved by voice vote majority with no nays. Denise Aldrich was authorized to draft the letter to the city.

● **Attorney**
  ● SHA discussed hiring a non-profit attorney to assist SHA Directors with various organizational tasks, including re-drafting the SHA bylaws.
  ● **MOTION:** A motion was made by James Farnsworth for the SHA Executive Board to make a prioritization of projects for SHA to provide to Birken Law firm and to present the projects to the SHA Board of Directors at the February 2019 Board of Directors meetings as well as the associated costs for these projects to be completed by the Birken Law firm. Liz Gibba seconded the motion. The motion was approved by voice vote majority with no nays.

5. **Treasurer’s Report**
   ● Bethany Gladhill’s Tax Report for 2015, 2016, and First Quarter of 2017 was presented to the SHA Board of Directors by the SHA Executive Director. A copy of her memo is available at the SHA office for SHA Board of Directors. Bethany will come in February 2019 with proposed actions for SHA, the costs associated with said actions, and the proposed budget for Bethany going forward.
   ● Preliminary Budget: The Executive Director is working with all the committees to determine budgets for each committee and for SHA. The budget should be presented for the February 2019 meeting.

6. **Committee Reports**
   ● **Development Committee**
     ○ This committee is looking for extra members, and has plans for a giving and event calendar, March 2019 plant sale, and plaques for $40 to be purchased by homeowners in the Summit Hill who own homes that are 100 years and older.
   ● **Environment Committee**
     ○ This committee has three goals for 2019: (1) to continue with its water stewardship and education programs, (2) support the community garden and the annual plant sale, and (3) engage the Summit Hill community for maintain the rain gardens at Linwood recreation center.
   ● **Pedestrian Safety/Traffic Calming Committee**
     ○ This committee discussed that there may be more traffic at the Grand and Avon intersection due to the new bump outs on Grand Ave. Perhaps, in the future, the increased traffic at this corner will be studied. Additionally, the
costs for hyperbolic mirrors has been determined, and the committee will know around January 14, 2019, if they received a St. Paul STAR grant to obtain these mirrors for our neighborhood in the near future.

- **Communications & Outreach Committee**
  - This committee discussed that they are working on improving the SHA website, creating a master calendar for publications, activities, and events, continue with ad sales, and provide an ad package to local Grand Avenue business that allow the businesses to advertise in the Summit at a “friend of Summit Hill” rate.

- **Zoning and Land Use Committee**
  - This committee discussed the 5 Heather Place lot split and that it will hold a committee meeting in January or February 2019 to work on governance issues and discuss the possibility of neighborhood activities beyond variance hearings. The committee will develop committee policies and have them adopted by the full Board before going into effect.

- **Neighborhood Comp Plan Committee**
  - This committee discussed that it is looking for committee members. This Committee discussed the City’s comp. plan, its timeline, and information that it is obtaining to further this plan.

7. **Executive Director’s Report**
   - **GABA/SHA Task Force (Meaningful Growth on Grand)**
     - A task force is being formed with GABA to discuss how to create growth on Grand Avenue. The task force will be composed of members who will compile data about what can be done to increase businesses on Grand Ave and retain the businesses on Grand Ave.
   
   - **Book Club update**
     - For the first book club, at this time, 16 books have been distributed. The next book club meeting will discuss White Fragility.

8. **President’s Report**
   - There are two vacancies as Allison resigned from her positions and the GABA representative spot remains open
   - There is a SHA Board Retreat to be held on February 2, 2019. There is also a SHA Board of Directors meeting on February 14, 2019, and quorum is needed.

Meeting adjourned at 8:52 p.m.