

Highland Park Neighborhood Association  
**Board Meeting AGENDA – July 19, 2023**

In Attendance	Absent
Bob Thompson, Chair Roger Ramsay, Treasurer Roxanne Townsend, Communications Kiersten Shinrock, Secretary Stacey Bershod, North Section Leader Larry O’Heron, At Large Tom Slothower, At Large Glen Coykendahl, At Large	Mike Thompson, South Section Leader & Highland Hospital Liaison

Agenda

1. Approval of Minutes – 6-2023
  - a. Correction to fix spelling of Ramsey
  - b. Roger moved to accept, Tom 2nd, motion carried unanimously
2. Treasurer’s Report - Roger
  - a. June Financials
    - i. Total Balance \$6,083.82
    - ii. Total Expenses -\$2,210.58
    - iii. Paid off Landmark Society Bill
    - iv. P&L is negative because more money has gone out than come in
    - v. Check from HPNA for flowers at Ellwanger Barry Park for \$50 ended up receiving donated flowers so the check was put back into account.
    - vi. Outstanding receivables still
    - vii. Honor Garden weeded and planted all flowers and bushes purchased 14-16 flats.
      1. Bill for \$324 from Landscaping to approve \$200 for the work and \$124 of in-kind service to ensure flowers.
      2. Kiersten Motioned, Tom 2nds, Roger abstained but rest of board voted in favor
    - viii. Memberships
      1. List of names and addresses from Roger for all the HPNA Memberships
        - a. Board member with a credit card needs to make a purchase from Lambertson for cards. Bob Thompson will take care of this.
        - b. Roxanne willing to mail those out to new membership renewals
      2. Old membership list would exist on the shared drive
        - a. Renewal membership ask was sent to all those who received mail about Historic District Project to 1,170 homes
    - ix. See Other Business from June 4th Email
3. Communications – Roxanne
  - a. Membership Page update
    - i. Membership page only lists check or cash but we will add PayPal on there for collection of funds
  - b. Meeting Minutes
    - i. Board meeting minutes from June 2021 are the last update. Need the more recent minutes but must get them to Roxanne from HPNA Google drive.
  - c. Email List
    - i. Neighborhood Garage sale drew attention to the website and had 2 new email mailing list sign up.
  - d. Historic District Process
    - i. We should link through to the Landmark Website for process

4. Historic District – Roxanne & Bob
  - a. All steps completed waiting on official approval in September.
  - b. Gregory Tract had a neighbor approval and credits and Ellwanger Barry have 3 more people pre-qualified
  - c. It's a credit against the income tax you owe. Not a refundable credit but you can carry it over to the next year.
    - i. EX: You pay \$1,000 in NY State Income Tax for the year but have \$4,000 in credit. So you carry that forward to future years. And you can apply for the tax credit annually. You can fill out the approval for anything you might ever do. You have to show proof for the credit but to get prequalified you can put anything ever.
  - d. You only have to use 5% of the funds you are looking to approve with on the exterior of your house and 95% can be inside. You must use a minimum of 5% outside but could be more.
  - e. Some people's garages can be a qualifying item but it depends.
  - f. If you are pre-approved you can do the work in 2023 since you won't file your 2023 income taxes until next year. After September you put in the actual cost approval which would go in with your bill with the work done to get the credit.

5. Safety Pac/Tac – Larry
  - a. Environmental Commission on ZAP project
  - b. PCIC meeting is 7/20/23 due to reschedule and Larry will share notes.
    - i. No response from Neighborhood Service Center about PACTAC walks
  - c. Preservation Board:
    - i. Agenda Aug 2, 2023: Nothing in area
    - ii. Decisions: Jul 12, 2023: Nothing in area
  - d. Zoning Board:
    - i. Agenda Jul 27, 2023: agenda not posted
    - ii. Decisions: Jun 29, 2023: nothing in area
  - e. Planning Commission
    - i. Agenda: Jul 31, 2023: Nothing in area.
    - ii. Decisions: Jun 26, 2023: Nothing in area
  - f. Environmental Board:
    - i. Agenda: Aug 7, 2023: Not posted
    - ii. Jul 10, 2023: Related extract below.

ROCHESTER ENVIRONMENTAL COMMISSION MEETING MINUTES 7-10-23(Edited for relevance to HPNA)

From a discussion on the Zoning Alignment Project: (MoZ = Manager of Zoning)

Commissioner Shellinger expressed concern that the proposed increase in density in the South Wedge will have an impact environmentally (or at least that it could, through the production of extra parking, extra roof surfaces, etc.). The MoZ explained that the dwelling conversion standards have an effect of chilling the increase in units in zones where such is permitted because those standards block some projects from being permitted outright or increase costs of doing so to render some projects unprofitable. Commissioner Shellinger suggested it would be ideal if the code could ensure that increased density is “done right” in terms of scale and aesthetics.

Commissioner Primus echoed Commissioner Shellinger’s concern, and asked that standards to help preserve the character of the neighborhood be retained/enhanced and also suggested that more explicit direction toward or requirement of green infrastructure such as on-site stormwater retention, pervious surfaces, and the like be included in the new code. Commissioner also offered that ADUs should be easier, especially to protect/preserve buildings such as carriage houses and already existing accessory structures. The MoZ indicated costs tend to prevent such projects of being of interest to property owners but that there was currently a path for such a project in the

existing code which would remain; Commissioner Primus concurred and offered perhaps some tax incentives might be considered to improve the viability of such projects.

6. NBN6

- a. 1st -person meeting in a year
- b. Chief of Police at the NBN6 meeting
  - i. expressing challenges with recruitment and staffing
    - 1. Ideas for changing process to get more police officers
  - ii. Tactics to try and intervene with Kia Boys/Kids
    - 1. Will send officers to homes of kids with appearance tickets
    - 2. Detention centers are already full and would require a drive to Albany to keep them in a center and drive them back
    - 3. Accelerated adjudication with the kids instead of an appearance ticket they will hold overnight to have court the next morning to set bail or send to detention and not just an appearance ticket
    - 4. Taking repeat offenders or more serious offenses released they are charging federally and going to jail
    - 5. They took away the Victim Assistance Bureau and put it in another department so people have to call 311 and track that info down since its not in the Police Department any longer

7. Other Business

- a. Further discussion of Rogers email of June 4 to address those concerns not addressed at the last meeting.

Email: Roger M. Ramsay, ChFC, QPA, QKA Jun 4, 2023, 3:53 PM

Bob, please find attached, May P&L & BS (accrual method). I have also attached 6-year comparisons (accrual method) to help illustrate our decline of revenue and balances due to reduced funding and increased debt (long term liabilities & outstanding board member receipts due for reimbursement. I have estimated the board member expenses since I have not received actual receipts yet so the \$450 shown as accounts payable may be less or more but probably less. If you are one of the people who has been holding onto receipts, please present to me ASAP so we can reimburse you & clear up our A/P liability. I have only sent these to you for review and distribution.

Observations:

- i. Declining Total Equity now est. at \$5,244.40. See the full financial reports for year-by-year details
- ii. Without increased fundraising, membership dues and donations we could be out of money within the next couple years.
- iii. I have some concerns we have not been following our 501 (C)(3) Not-for-profit corporate charter or by-laws
  - 1. No voting members
    - a. How does one become a voting member and how do we communicate this to potential members who live in the neighborhood?
    - b. Discuss at a future meeting
  - 2. No quarterly general meetings
    - a. Lacking in this area for compliance with the bylaws for semi-annual meetings for entire membership.
    - b. September would be the next time for a meeting and the board is supposed to be a rotating board as well. Need a new slate of nominees and there is language around no officer can hold a position for more than 2 terms.

3. No annual meeting
  - a. Same concerns as above that we need to adjust bylaws or get into compliance
4. No nominating or board member elections
  - a. Put this on the agenda for next month.
  - b. We have the right to modify bylaws as needed.
  - c. Idea was to have more involvement with 2,000 households to potentially serve on the board.
  - d. In order to be on the board you are supposed to live in the neighborhood for 5 years.
5. Lack of community events
  - a. Interest from neighbors to have more visibility and action from the Board to be on the ground active with our membership
  - b. Garage Sale was a big hit and the Historic District was a huge project
  - c. Taste of the Neighborhood is on the calendar
- iv. I suggest we need to find a way to obtain new board members and develop a volunteer system
- v. I also suggest we establish a board planning meeting in the 4th Quarter of each year for the upcoming year
- vi. Budgets by projects
- vii. Meetings and events yearly calendar

Motion to adjourn Kiersten Seconded Stacy 8:04pm