

Highland Park Neighborhood Association
Board Meeting Minutes – June 21 2023

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

Agenda!

1. Approval of Minutes – 5-2023
 - a. One correction to the Treasurers Report referencing a semi annual payment made for the Post Office Box. It is a biennial (every 2 years) payment.
 - b. Motion to accept May 2023 Meeting Minutes made by Roger Ramsay, seconded by Stacey Bershod. Carried unanimously.

2. Treasurer’s Report - Roger
 - a. Treasurer reviewed current balances noting that our funds continue to decline. There has been little fundraising and membership income due to the pandemic and lack of volunteers to solicit members.
 - b. That said, HPNA has / is providing important services to the neighborhood through the Historic District project so although funds are being expended it is for a good cause.
 - c. Rogers report and additional information is appended to these minutes.
 - d. Motion to accept the Treasurers Report for the month of May 2023 made by Tom Slothower, seconded by Stacey Bershod, carried unanimously.

3. BoulevArt - Update
 - a. Bob Thompson discussed the BoulevArt project and although the repainting of the street is needed the funds for the project are not readily available. Bob has reached out to Sherwin Williams to see if they’d be willing to donate the necessary materials. The approximate cost in 2019 was \$5,000.

4. Historic District
 - a. The Historic District application has been submitted to the State Historic Property Office (SHPO). SHPO has placed the application on its agenda for review / approval at their September meeting.
 - b. A mailing has been sent to all residential addresses in the newly expanded Highland Park Historic District. Azalea neighborhood was contacted by their association but is part of the HPNA application
 - c. The cost of the mailing exceeded the budgeted amount. A detailed bill is attached to the minutes. Postage was main cost of the mailing and the initial list provided 872 addresses when in fact there were 1274 contained in an updated list. Bob’s company will donate the difference between the budgeted amount and the actual cost.
 - d. The Landmark Society will coordinate a zoom meeting, required by SHPO, that will detail the requirements to be able to access the tax credits available to historic district residents. That meeting will be held the evening of June 27, 2023. A copy of the flyer and cover letter sent is attached.

5. Safety Pac/Tac – Larry
 - a. Larry is returning from vacation and unable to attend this meeting. Kia’s and Hyundai’s continue to be stolen and vehicles broken into. Fortunately, very little in the way of violent crime in the HPNA neighborhood.

6. NBN6

- a. Discussion at NBN6 pertained to reviewing the Lilac Fest. Main complaints were noise from the bands that were playing and parking issues. Overall, it seemed that the festival was a success outside of those two concerns.

7. Board Member Nomination

- a. Roxanne Townsend has graciously offered to once again take a position on the Board as Communication Coordinator. Roger made a motion to accept her offer, Stacey seconded it with unanimous consent of the Board.

8. Other Business

- a. Question regarding Airbnb's and whether they are allowed in an R-1 was made by Tom Slothower. Bob Thompson noted that there is no jurisdiction in the current zoning code addressing them. There will be in the upcoming code re-write. (Airbnb's would not be allowed in an R-1 (LDR – Low Density Residential) district.). Currently, if a property is being used as an Airbnb and the owners do not live there a Certificate of Occupancy is needed. Reference the Zoning Code [90-16 2 \(e\)](#) If a violation is noticed, a call should be made to the Neighborhood Service Center (NSC) and an inspector will respond. The NSC is not pro-actively looking for zoning code violations. They do respond to complaints.
- b. Tom Shothower asked about an update on Colgate. Nothing firm in the way of construction is underway. Developer mentioned to Judy Hay that he'd like to convert the Presidents House to a 4 Family. Upon researching this with zoning, Bob reported that couldn't be done with out a rezoning of the parcel, which is currently zoned as Single Family.

Motion to adjourn made by Stacey Bershod, seconded by Tom Slothower with unanimous agreement. Adjourned at 8:10 p.m.

1:47 PM

06/04/23
Accrual Basis

**HPNA
Profit & Loss
May 2023**

May 23

	1.00	
	<u>682.00</u>	
	683.00	
	<u>3,733.00</u>	
	<u>-1,233.00</u>	
	<u>-1,233.00</u>	
Ordinary Income/Expense		
Income		
Direct Public Support		
P1-Ellwanger & Barry- Highland	2,500.00	
		<u>2,500.00</u>
Total Direct Public Support		
Total Income		<u>2,500.00</u>
Expense		
Contract Services		
Outside Contract Services	2,600.00	
		<u>2,600.00</u>
Total Contract Services		
Operations		
Supplies	450.00	
		<u>450.00</u>
Total Operations		
Other Types of Expenses		
Bank Fees		
Insurance - Liability, D and O		
Total Other Types of Expenses		
Total Expense		
Net Ordinary Income		
Net Income		

1:59 PM

06/04/23
Accrual Basis

HPNA
Balance Sheet
As of May 31, 2023

May 31, 23

		8,294.40
		8,294.40
		8,294.40
		8,294.40
ASSETS		
Current Assets Checking/Savings		
Genesee Co-Op FCU-2591 Checking-S10		
P1-Ellwanger & Barry - Highland	1,664.47	
P2-Gregory Tract	58.21	
Checking-S10 - Other	98.86	
Total Checking-S10	1,821.54	
Members Shares-S0	6,472.86	
Total Genesee Co-Op FCU-2591		
Total Checking/Savings		
Total Current Assets		
TOTAL ASSETS		
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable		3,050.00
Total Accounts Payable		3,050.00
Total Current Liabilities		3,050.00
Total Liabilities		3,050.00
Equity		
Opening Balance Equity		7,829.53
Unrestricted Net Assets		2,350.25
Net Income		-4,935.38
Total Equity		5,244.40
TOTAL LIABILITIES & EQUITY		8,294.40

Accrual Basis

**HPNA
Profit & Loss
January 2018 through May 2023**

	Jan - Dec 18	Jan - Dec 19	Jan - Dec 20	Jan - Dec 21	Jan - Dec 22	Jan - May 23	TOTAL
Ordinary Income/Expense							
Income							
Direct Public Support							
Calendar Project 2020	0.00	0.00	2,148.70	385.25	0.00	0.00	2,533.95
Corporate Contributions	500.00	3,900.00	1,050.00	0.00	0.00	0.00	5,450.00
Individ. Business Contributions	210.00	143.00	0.00	0.00	0.00	0.00	353.00
P1-Elwanger & Barry-Highland	0.00	0.00	0.00	2,143.93	300.00	2,500.00	4,943.93
P2 Gregory Tract	0.00	0.00	50.00	10.00	0.00	0.00	60.00
Direct Public Support - Other	0.00	0.00	0.00	0.00	100.00	0.00	100.00
Total Direct Public Support	710.00	4,043.00	3,248.70	2,539.18	400.00	2,500.00	13,440.88
Investments							
Interest-Savings, Short-term CD	18.74	28.86	20.42	18.69	25.97	8.24	120.92
Total Investments	18.74	28.86	20.42	18.69	25.97	8.24	120.92
Other Types of Income							
Miscellaneous Revenue	1,495.00	515.00	0.12	0.00	0.00	0.00	2,010.12
Total Other Types of Income	1,495.00	515.00	0.12	0.00	0.00	0.00	2,010.12
Program Income							
Membership Dues	2,623.00	600.00	861.21	215.10	0.00	0.00	4,299.31
Total Program Income	2,623.00	600.00	861.21	215.10	0.00	0.00	4,299.31
Total Income	4,846.74	5,186.86	4,130.45	2,772.97	425.97	2,508.24	19,871.23
Expense							
Business Expenses							
Business Registration Fees	0.00	120.00	0.00	25.00	0.00	0.00	145.00
Business Expenses - Other	0.00	0.00	0.00	100.00	0.00	0.00	100.00
Total Business Expenses	0.00	120.00	0.00	125.00	0.00	0.00	245.00
Contract Services							
Legal Fees	0.00	0.00	0.00	385.00	0.00	0.00	385.00
Outside Contract Services	817.75	1,585.55	2,830.15	1,449.24	863.56	6,075.62	13,621.87
Contract Services - Other	0.00	0.00	80.00	0.00	0.00	0.00	80.00
Total Contract Services	817.75	1,585.55	2,910.15	1,834.24	863.56	6,075.62	14,086.87
Facilities and Equipment							
Equip Rental and Maintenance	68.00	140.00	0.00	0.00	0.00	0.00	208.00
Rent, Parking, Utilities	3.84	0.00	0.00	0.00	0.00	0.00	3.84
Total Facilities and Equipment	71.84	140.00	0.00	0.00	0.00	0.00	211.84
Operations							
Postage, Mailing Service	873.98	16.50	0.00	310.08	230.00	230.00	1,660.56
Printing and Copying	27.08	0.00	61.64	240.21	0.00	0.00	328.93
Supplies	129.45	1,391.80	0.00	0.00	0.00	450.00	1,971.25
Total Operations	1,030.51	1,408.30	61.64	550.29	230.00	680.00	3,960.74

2:08 PM

06/04/23

Accrual Basis

HPNA
Profit & Loss
 January 2018 through May 2023

	Jan - Dec 18	Jan - Dec 19	Jan - Dec 20	Jan - Dec 21	Jan - Dec 22	Jan - May 23	TOTAL
Other Types of Expenses							
Bank Fees	2,332.98	466.84	111.12	58.72	13.94	5.00	2,988.60
Insurance - Liability, D and O	376.00	412.00	412.00	501.00	0.00	682.00	2,383.00
Refund	0.00	0.00	14.26	-1,470.00	0.00	0.00	-1,455.74
Other Types of Expenses - Other	0.00	4.00	0.00	1,970.00	100.00	1.00	2,075.00
Total Other Types of Expenses	2,708.98	882.84	537.38	1,059.72	113.94	688.00	5,990.86
Sales Tax	0.00	0.00	160.64	19.22	0.00	0.00	179.86
Travel and Meetings	0.00	99.05	863.21	0.00	0.00	0.00	962.26
Conference, Convention, Meeting	0.00	99.05	863.21	0.00	0.00	0.00	962.26
Total Travel and Meetings	0.00	99.05	863.21	0.00	0.00	0.00	962.26
Total Expense	4,629.08	4,235.74	4,533.02	3,588.47	1,207.50	7,443.62	25,637.43
Net Ordinary Income	217.66	951.12	-402.57	-815.50	-781.53	-4,935.38	-5,766.20
Other Income/Expense							
Other Expense	0.00	300.00	0.00	0.00	0.00	0.00	300.00
Ask The Monk	0.00	300.00	0.00	0.00	0.00	0.00	300.00
Total Other Expense	0.00	300.00	0.00	0.00	0.00	0.00	300.00
Net Other Income	0.00	-300.00	0.00	0.00	0.00	0.00	-300.00
Net Income	217.66	651.12	-402.57	-815.50	-781.53	-4,935.38	-6,066.20

HPNA
Balance Sheet
As of May 31, 2023

	Dec 31, 18	Dec 31, 19	Dec 31, 20	Dec 31, 21	Dec 31, 22	May 31, 23
ASSETS						
Current Assets						
Checking/Savings						
Genesee Co-Op FCU-2591						
Checking-S10	0.00	0.00	0.00	605.49	1,964.47	1,664.47
P1-Ellwanger & Barry - Highland	0.00	0.00	733.83	733.83	733.83	58.21
P2-Gregory Tract	0.00	2,020.34	2,510.65	524.36	-383.14	98.86
Checking-S10 - Other	948.08					
Total Checking-S10	948.08	2,020.34	3,244.48	1,863.68	2,315.16	1,821.54
Members Shares-S0	10,580.07	10,158.93	6,914.00	7,738.54	7,864.62	6,472.86
Savings-S2	0.11	0.11	0.11	0.11	0.00	0.00
Total Genesee Co-Op FCU-2591	11,528.26	12,179.38	10,158.59	9,602.33	10,179.78	8,294.40
PayPal	0.00	0.00	1,618.22	1,358.98	0.00	0.00
Total Checking/Savings	11,528.26	12,179.38	11,776.81	10,961.31	10,179.78	8,294.40
Total Current Assets	11,528.26	12,179.38	11,776.81	10,961.31	10,179.78	8,294.40
TOTAL ASSETS	11,528.26	12,179.38	11,776.81	10,961.31	10,179.78	8,294.40
LIABILITIES & EQUITY						
Liabilities						
Current Liabilities						
Accounts Payable	0.00	0.00	0.00	0.00	0.00	3,050.00
Total Accounts Payable	0.00	0.00	0.00	0.00	0.00	3,050.00
Total Current Liabilities	0.00	0.00	0.00	0.00	0.00	3,050.00
Total Liabilities	0.00	0.00	0.00	0.00	0.00	3,050.00
Equity						
Opening Balance Equity	7,829.53	7,829.53	7,829.53	7,829.53	7,829.53	7,829.53
Unrestricted Net Assets	3,481.07	3,698.73	4,349.85	3,947.28	3,131.78	2,350.25
Net Income	217.66	651.12	-402.57	-815.50	-781.53	-4,935.38
Total Equity	11,528.26	12,179.38	11,776.81	10,961.31	10,179.78	5,244.40
TOTAL LIABILITIES & EQUITY	11,528.26	12,179.38	11,776.81	10,961.31	10,179.78	8,294.40

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Expenses by Type
June 1, 2023 - June 21, 2023

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