

## RPIA Board Meeting Minutes – January 21, 2019

The board meeting of the Ryan Place Improvement Association was held at St. John's Church on Monday evening, January 21, with President Tim Keith presiding and Sarah Geer as secretary. A quorum was established and the meeting was called to order at 7:05 p.m.

Board Members in Attendance: Tim Keith, President; Jason Allen, Director of Activities; Sarah Geer, Secretary; Terri West, Director of Infrastructure; Kipp Baker, Director of Communications; Ryan Scharar, Vice President; Jen O'Connell, Treasurer; Chris Ebert, Director of Historic Resource; Jake Neal, Director of Membership; Josh Gardner, 6<sup>th</sup> Ave Street Director; Chris Rogers, Elizabeth Blvd Street Director; Barbara Forshey, Willing Ave Street Director; Chris Gee, 5<sup>th</sup> Ave Street Director; Ryan O'Connell, Ryan Place Street Director

Others present included: Ruth Karbach, Lin Parham, Douglas Cooper, John Belknap, Peter Szok, Laurie Mikitka, Elaine Talbert, Jared Vogel (guest presenter)

### Report Summary/Notes

NPO – Sergio not present

### Zoning Request Presentation

- Tim reminded the board of the context – there is a zoning change request for the lot at the corner of S. Adams and Lowden
- Jared Vogel, owner of the lot in question, presented to the board
  - The property contains 6.5 lots and is currently zoned for duplexes
  - City had told him he could build 6 duplexes and could use alleyway as street
  - He was interested in zoning change to build town homes, but that fell through
  - Now the city is giving pushback on the six duplexes, telling them he can build three
  - His options: sell the property, build three duplexes, build six single-family homes
    - He would like to build single-family homes, likes to build quality structures, thinks it would be difficult to build nice duplexes and make money with just three so an owner would likely have to build lower quality duplexes
  - Question: would it be zero lot line for the single family homes?
    - Jared: whole property is 0.75 acres, so portioning that out for six homes is not so different from other lot sizes in the area
  - Question: what additional planning documentation is involved (zoning, site plan, etc)?
    - Jared: expects to bring site plan to board, thinks that would make things go more smoothly
  - Concern raised by a board member about parking with multi-family structures
    - Jared: doing single-family homes helps keep vehicles down
  - Question: is there an easement? NO
  - Jared did confirm that he owns some nearby duplexes
  - Question: clarify how much lawn space is available if you do six single-family homes?
    - Jared: still needs to work on site plan, doesn't have those details yet, wanted to get a sense of whether this direction is palatable to RPIA board

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- This concluded the presentation and the board planned to pick back up with internal discussion as part of the President’s portion of the agenda.

### President’s Report

- Review 2019 calendar of events
  - See handout
  - Chris Ebert noted that we are missing the croquet tournament from this draft
    - Tim confirmed that we will make that amendment
- Zoning Change Discussion
  - Tim provided some additional background information: Jared purchased the land back in Sept, wanted to change from B designation to UR so they could do townhomes. RPIA was not supportive of this – there had been no outreach to nearby neighborhoods, no proper notice in advance of zoning meeting. Zoning board aligned with our position and told them there might be option to change to R2 to get town homes and then come back in 30 days.
  - Using this as example, how can we best protect the neighborhood and respond effectively. Historical overlay is another way to protect the neighborhood.
  - Any thoughts from board members?
    - Sounds like there is still a lot of due diligence and planning to do before getting support from RPIA for the Lowden project
    - A resident noted that he’s already done duplexes so he should have known proper procedures.
    - Question: does something like this relate to “stealth dorms” closer to TCU? Seems like that is something we would want to prevent.
      - Some of what’s happened around TCU could happen here. TCU-adjacent neighborhoods pursued an overlay that more clearly defines single family home. The general definition is up to five unrelated persons living in a home, the overlay limits that to three unrelated persons.
        - Seems to be support for overlay, we need a system in place to protect nature of the neighborhood
      - Terri West provided some relevant information: there are less than 10 empty lots in Ryan Place but plenty of run-down homes that could be considered for tear-downs
        - An overlay similar to the TCU-adjacent neighborhoods would protect against stealth dorms/density.
        - Protections against tear downs and new builds would require a historic overlay and may have less consensus from the neighborhood.
    - Question: what % of support do we need to get overlay approved? 50% + 1 of residents and 50% + 1 of landowners
    - Question: what is our current thinking about 6 single-family homes for the Lowden property?
      - They would be small lots but not too different from some lots on Ryan Place Drive, for instance.

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- Board members expressed concerns about access.
- Tim articulated some next steps:
  - Action item: Terri will look into the details of pursuing an overlay similar to the TCU-adjacent neighborhoods.
  - Tim requested the board take a more official position re: the zoning change from B to UR for the Lowden property.
    - **Josh Gardner moved to oppose the zoning change from B to UR. Chris Gee seconded. Motion passed.**
    - **Josh Gardner moved to oppose a zoning change from B to R2. Jen O’Connell seconded. Motion passed.**

### Vice President

- Ryan did not have anything major to report but noted that he is planning to liaise with key civic associations/orgs on behalf of RPIA.
- Terri mentioned it would be good to have a representative attending League of Neighborhoods.
  - Action item: Tim and Ryan will coordinate to check it out.

### Secretary

- The board discussed the draft minutes from November 2018
  - Chris Gee noted a change: he was the person who moved to approve the slate of nominees.
  - Board members confirmed that Summer Jones was in attendance.
- **Chris Gee moved to approve the November 2018 minutes as corrected. Terri West seconded. Motion passed.**

### Treasurer

- Jen provided copies of the budget for review
- Jen shared that there are not a lot of changes from the 2018 budget
  - We are proposing decreasing the landscaping line item.
    - President Keith has established a committee to review the current contract and potentially pursue new/comparative bids.
    - Once we determine our plans for the full year, we may bring this issue back to the board request an additional allocation
    - Question: who do we currently use? 5 Star Landscaping
  - Jen noted that we pursue donations for events to the extent possible but that it is helpful to have budgeted funds in place.
  - Question: where do expenses from the Candlelight Home Tour show up
    - These are captured under events and are typically related to marketing, stipend for homeowners, etc.
  - Kipp and Jen will get together about ad revenues. Note: ad revenue has been down but we haven’t had dedicated folks pursuing ad sales. Would be great to have a volunteer/resident support this. Goal is to have newsletter pay for itself.

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- Ruth had question about ad inquiry from a neighborhood partner/donor. Who would be the best person to direct potential advertiser? Kipp is the best person right now. Newsletter editor can help also (she would have ad specs, for instance). Tim offered to help too. Jen can help with payment discussions.
- Question: what about the web improvement expense line?
  - Jen: we wanted to discuss more with Kipp, we weren't sure if we would need it but wanted to have a placeholder. Could change it to zero and at such time we would need it then we could propose to board.
- Terri: we do expect a revamping of gate plantings and we expect that to come out of RP Circles (see note on budget)
- **Terri West moved to approve the proposed budget. Josh Gardner seconded. Motion passed.**
- Ryan flagged that we need formal board approval for Jen to be signatory on RPIA accounts.
  - **Terri West moved to remove Lliisa Lewis and Cade Lovelace and add Jennifer O'Connell, RPIA Treasurer, and keep Ryan Scharar, RPIA Vice President, as signatories on all BBVA accounts. Chris Ebert seconded. Motion passed.**

### Membership

- Jake had nothing to report but mentioned he is planning to connect with Ruth
- Ruth updated that several welcome visits happened in Nov and Dec
- 2018 total welcome visits: 40

### Communication

- Kipp reported that the website has been updated with new board info and 2019 events based on info available
- Kipp shared that we no longer have assistance for newsletter layout, and he is doing layout for this month.
- Newsletter content: lots of lifestyle content but not as much informational articles
  - Sarah asked if board has concerns about posting brief summaries of our board meetings
    - The board was generally supportive assuming the summaries would be brief/high-level
    - Action item: Sarah will draft a sample meeting summary for January and will share with Tim to review.
- Kipp encouraged residents to help reach out about advertising opportunity
- Regarding the question of web costs raised during the budget discussion, Kipp outlined that there is an annual hosting fee and a few other annual fees but shouldn't be much
- Question: do we still have two Facebook pages? RPIA has one official/public, the chit chat (Ryan Place Neighborhood) page is private
  - Do we have someone dedicated to RPIA official page?
    - A resident noted that it was hard to find meeting reminder/timing
  - Kipp suggested comms coordination committee for different channels

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- Webpage is most controlled channel
- Tim also expressed concerns about how to manage communication better – the zoning discussion really ballooned on Facebook, we need to make sure to direct important issues to RPIA meetings for formal discussion

### Activities

- Jason noted that he is working to confirm details for upcoming events but we covered all current information with the previous review of the calendar

### Historic Resource

- Chris noted that Ryan Place has explored the idea of a historic overlay in the past, and he would like to continue with this line of inquiry but he will need to explore interest/support from residents. As noted previously, this could be a strategy for protection from developers. However, the goal would be to not to make it negative for people whose homes don't look like everyone else's. Chris plans to review files from previous efforts and build relationships at the city. He expects challenges given the way we've defined our neighborhood – we have five “periods of significance” (most historic neighborhoods have one).
  - Board members discussed how the mission of this effort should be to educate residents and help them understand the value. We also need to educate residents on how we are very attractive to developers and need to be proactive about defining the type of development we hope to see.

Public Safety – Chip was not present, but Tim mentioned that Chip will look into “turning safety” change on Berry.

### Infrastructure

- Terri reported that she will be working to move projects forward and she welcomes interested residents to get involved – expects park work, lighting (street light changes), etc.
- Jen shared details with Terri and board members re: safe routes to school project. Daggett is one of 7 FWISD schools getting infrastructure improvements to make it more walkable/bike-able for kids including lots of sidewalk/curb improvements. Jen has the full plan from the city and pertinent contact information (she also shared info on Facebook). Construction expected to start in 2020 and end by mid-2021.
  - Jen noted that we need some residents to report on active routes used to get to school, and this information is needed in the next couple weeks
- Terri shared that Hemphill resurfacing/restriping bids are in, expect work to start soon
  - Jan 30 meeting at 6pm at Victory Forest Community Center
- Terri noted that Daggett Elementary is trying to raise money for a marquee
  - The board expressed interest in finding out how much they need. The school is in the process of getting bids.
    - Action item: Jen offered to report back based on information from the Daggett PTA meeting.

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### Street Directors Reports

- John Belknap – RPIA owns an old fire engine, it's been at a non-profit restoration facility in Dallas, they've made some progress, we're still working to get all specialty parts we need, we've rebuilt the axle. RPIA allocated \$5,000 in the past for repairs – we have expended all of that. We will need additional funds to complete repairs, John expects to come back at the February meeting with a specific request. We will need a location to store it when it comes back to the neighborhood.

### Tour Committee

- Chris Gee shared that the committee has confirmed three homes for the 2019 tour and they are working to finalize the decision on two more.
- The committee aspires to create more of a neighborhood-wide celebration/experience, especially since this year is the 35<sup>th</sup> anniversary.

The meeting was adjourned at 8:40.

Respectfully submitted,

Sarah Geer  
Secretary