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| **Woodland Drives Association—Board of Directors Meeting**  **A picture containing timeline  Description automatically generated**  **Tuesday, September 19, 2023—Meeting Summary Report** |

**Opening**

Greg Youchock, President, opened the meeting at 6:00 pm

**Board Members Present**

* Tomas Berger
* Jeff Blair
* Sue Conte
* Deborah Lawson
* John Lemons
* Greg Youchock
* Zach Teders

**Members Absent**

* Nasrin Belbasi

**Agenda**

Approved unanimously.

**Meeting Minutes and *Board Action***

**Motion and Second to approve Minutes from the June 13, 2023 meeting passed unanimously.**

**Treasurer’s Financial Report**

Treasurer, Tomas Berger, reported there is currently $25,000 in our savings account and $3,000 in checking. We have 111 members. Motion made, seconded and passed to accept the Financial Report.

Discussion: Suggested adding list of paid members in each E-Newsletter**.** Tom will send the current membership list to the Board, create expense breakdown on expenditures and work on budget for next year to be reviewed at the Annual Meeting.

**President’s Updates**

**Neighbors Helping Neighbors Update:**

Greg reported that NHN conducted a re-survey of our volunteers at our May 2023 volunteers meeting in an effort to offer more services to our community. Our updated services were announced in the Woodland Drives e-newsletter at the beginning of summer. While there have been no direct requests for services, we are heartened by knowing NHN is beginning to have a presence on our Woodland Drives FB page. There have been 3 specific times when neighbors wrote a response to a FB request asking if this is something Neighbors Helping Neighbors can do.

NHN services are:

Provide a morning text, call, or a social visit; get books to and from the library; provide a ride for errands; pick up and deliver prescriptions and groceries (must be pre-paid); move trash and recycling containers to and from the curb; replace light bulbs, batteries, or filters (NHN does not provide parts); prepare and deliver a meal; assist with decluttering; assist with light yard work; provide basic computer help; and provide someone to be a walking partner.

NHN requests that our article in the WDNA e-newsletter (or some version of it) be re-run in the next newsletter as a reminder for those who might like to use NHN services.

One FB request was if NHN is going to assist neighbors with hurricane prep or clean up. We do not have the ability to do that but through this update forwards this question to the BOD's Safety Committee.

Neighbor Peter Stone has offered to present a workshop for Woodland Drives neighbors through NHN on how to make your home more energy efficient. We’ll announce the time and location at the October 22 picnic.

A new Steering Committee member, John Sullivan, joined in June. He will be in charge of volunteer communications to replace one of our original members, Judye McCalman, who is stepping down but will continue to be one of our volunteers. NHN is so grateful to Judye for all she has done since the very beginning. Her abilities to help us be organized, her talent of creating forms, and her huge efforts at recruiting volunteers have all made us stronger. Thank you, dear Judye!

**ATN and Governmental Affairs Update**

Jeff Blair reported that the Magnolia Trail Phase 1 and 2 are complete (Monroe to Pontiac). The City issued a Request for Quote (RFQ) for CEI services for phase 2 in Q2 2023. Phase 2 (Pontiac to Diamond) design is complete and construction should begin in Q4 2023. Phase 3 (Diamond to Apalachee) is 90% complete and right-of-way acquisition is ongoing.

**Community Engagement (Jeff)**

The **ATN** is proceeding with its Community Engagement Policy. A meeting was held on August 16 with Ashley Edwards (Director, Parks, Recreation and Neighborhood Affairs); Artie White (Director of Planning); and John Reddick (Director of Growth Management). Requested triggers and project type examples were provided by ATN. They will get with other department heads including Underground Utilities, and Infrastructure (UUPI), and the Communications Department to discuss the ATN proposal. Single text feedback will be provided to ATN by mid-to-end of September. Following that, they will meet with ATN again to review feedback. John Reddick will take a lead in arranging internal discussions and compiling staff feedback. They appreciated the constructive and collaborative approach and feel there is nothing inconsistent with our Proposal and City Policy

122 (Neighborhood Notification, Engagement, and Involvement). ATN’s process proposal could be perceived as providing a clear and consistent framework for implementing Policy 122. They will test this with Department Heads. They indicated that in addition to Planning and Growth Management, UUPI will be an important group to vet ATN’s proposal with. Good progress is being made, with a give-and-take collaborative approach to creating a win-win process for staff and the Community.

**Comprehensive Plan Update-Vision 2025 (ATN Priority)**

Revisions to the Comp Plan Land Use and Mobility Elements for 2055 will be reviewed. The City/County hired Halff and Associates as consultants for the updates. Jeff is providing input when possible. The schedule for the Comp Plan Development is:

* Educational Road Show on September 18-20, a series of open house style community meetings that will further their consultant’s understanding of community priorities.
* Vision Survey (Available September 18-October 13)
* Urban Exploration Tour (Anticipated in Fall 2023)
* Community Building Blocks Survey (Anticipated in Fall 2023)
* Vision Plan Survey (Anticipated Fall 2023)
* Strengthen, Transform, Enhance, Preserve (STEP) Design Workshop Events (Anticipated in Winter 2023)
* Goals, Objectives, and Policies Survey (Anticipated Fall 2024)
* Adoption Hearing (Anticipated Early 2025)

**Land Use Element**

Goals, Objectives and Policies – Goal 1: [L] (Effective 7/16/90)

The Comprehensive Plan shall protect and enhance the quality of life in this community by providing economically sound educational, employment, cultural, recreational, commercial, industrial and professional opportunities to its citizens while channeling inevitable growth into locations and activities that protect the natural and aesthetic environments and residential neighborhoods.

**Mobility Element**

Mobility Goals, Objectives and Policies – Goal 1 [L] (Eff. 12/15/11)

Establish a safe, energy efficient multi-modal transportation system that provides mobility for pedestrians, bicyclists, transit users, motorized vehicle users, users of rail and aviation facilities, supports public health through active living, and is sensitive to the cultural and environmental amenities of Tallahassee and Leon County.

**Beautification Committee Update (Deborah Lawson)**

Triangles and entrances are being maintained and monitored. A few plants were lost due to lack of water. Fall application of week killer and mulch recommended by contractors for Santa Rosa Triangle and unanimously approved by Board. Mowing this week. Fall workday (Oct/Nov) planned. Hartsfield Elementary art students to paint the posts holding our newsletter boxes.

**2024 Board Schedule**

The following schedule was reviewed and approved. All meetings are at 6 pm, in person, location TBA.

**January 16, 2024**

**April 21, 2024 Annual Business Meeting and Spring Picnic. Old Fort Park. 3 pm-6 pm**

**June 4, 2024**

**September 17, 2024**

**October 20, 2024 Fall Picnic Old Fort Park 4 pm – 6 pm**

**November 19, 2024**

**Fall Picnic Planning and Assignments (October 22, 2023)**

* **Distribute signage week before picnic**: Greg
* **Order Food** (include vegan option): Deborah
* **Provide Name Tags:** Tom
* **Provide Tables**: Greg
* **Order Port-a-Potty:** Tom
* **Provide Utensils, Napkins, and Drinks:** Tom
* **Provide Name Tags:** Tom
* **Provide Door Prizes:** Greg and Board
* **Provide Ice and Cooler:** Volunteer needed Nasrin, Greg will provide cooler
* **Ice Tea:** Sue
* **Submit COT park permit at least 2 weeks prior:** (include garbage can request on form)- Greg
* **Bring Charged PA System:** Greg
* **Provide Children’s Games:** Zach and John
* **Remind Neighbors to bring their own cups, etc., to cut down on waste:** Board via E-newsletter/Neighborhood Facebook page
* **Costco:** Tom will get supplies and drop off to Zack’s
* **Treasure’s Table/Membership Forms:** Drop box to Zack

Rain Plan: Community Center as Back-up

**Other Business:**

Greg opened a discussion about how to engage our neighbors. Suggestions included a sping and fall garage sale and a community movie night. Volunteers needed to make it happen.

**Website Hosting, Domain Name, and Updates**

* Sue to coordinate with Jeff on Website transfer
* Traffic Calming Initiative (Zach). Traffic calming is separate from repaving. All three road applications have been submitted for evaluation.
* Heads up on Legislative efforts to privatize public utilities.
* Discussion held about homes with derelict cars and trash in yards.
* Next meeting November 8, 2023.

The Meeting was adjourned at 7:45 pm

SC