

CCNA  
Board of Directors Minutes  
(Approved 8/17/2023)

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Thursday, July 20<sup>th</sup>, 2023

Shumaker Law Office, 240 S. Pineapple, 11<sup>th</sup> floor conference room

Members in attendance: Richard Harris, Eileen Normile, Kathy Kelly Ohlrich, Jim Ludwig, Ron Kashden, and Joanne Gonet.

At 5pm the meeting was called to order.

Motion by Richard to approve June Board minutes and approved by unanimous consent.

**1<sup>st</sup> Vice-President's report** (Jim): Spoke about the revisions to the CCNA website, including: updating all the neighborhood information. Joanne and Jim spoke on the problem of maintaining the information and staying in-sync with Nancy Kelly and the city's records.

**Treasurer's report** (Joanne): Current balance \$7,634.74, with a deposit from Plymouth Harbor and expenditures of \$165.

**District 3 rep report** (Kathy): No update other than in September will work on bringing together the neighborhoods in district 3.

**District 1 rep report** (Richard on behalf of Kelly read in her report):

1. Met with Central Coconut District Laurel. Priority for her is US recycling. Have discussed US with Gillespie Park and Rosemary association presidents. Both have committed to bringing to their respective neighborhoods for support.
2. Working with Gillespie, rosemary and bay park. Conservancy on book Donation project.
3. Park East and Amaryllis have been unable to reach to date. Messages left at numbers provided by Nancy Kelly. Will continue to reach out.

**Time Sensitive and Delegate Generated Positions** (Ron): Ron raised the topic of CCNA issuing statements when there is a time-sensitive matter. In particular, given that neighborhoods require 2 months + 1 day to approve a statement (time required for delegates to engage with their board) is there a way to change practices so neighborhoods could weigh in more expeditiously? Kathy and Eileen spoke on the history of this practice and that several neighborhoods had requested that length of time. In the end there was consensus not to

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pursue any changes. During the neighborhood charrette in the fall, the topic will be raised with the neighborhoods for additional feedback.

**Vacation Rentals (Jim):** Jim requested approval by the board to work with Chris Goglia on outreach to city hall on expanding the existing vacation city-wide. Jim had worked with Chris on the initial campaign for the ordinance. Kathy made the motion and the board approved it unanimously.

**Community workshops as part of downtown attainable housing ZTA (Jim):** Richard and Jim had met with several individuals from both Planning and Developer Services regarding the inclusion of a community workshop as part of the ZTA. City staff from both departments were supportive. The idea for the community workshops began at CCNA and was approved by the planning board. Both Kathy and Eileen, based upon their experience on the planning board, stressed that in order for the workshop to be effective, it has to be held at the right part of the approval process – after initial designs are created but before the final architectural renderings. That way the community can get a good idea of the project and changes can be implemented without the additional expense of revising final documents.

**Cross street vacation community workshop (Ron):** Ron gave a summary of the community workshop where a developer is requesting the vacation of the cross street (between Orange and Pineapple) in order to beautify and maintain the street. They propose to give the public a pedestrian and vehicular easement to the street. The community was skeptical of the idea and concerned about parking, canopy trees, and perpetuity of the suggested easement.

**EDCM Workshop (Eileen):** Eileen gave a summary of the workshop for the new city Engineering Design Criteria Manual (“EDCM”). Items such as storm and gravity drains were reviewed at the workshop. The initial manual needs to be enacted through an ordinance but revisions don’t have to – allowing the manual to evolve over time.

### **Committee reports**

Meaningful Neighborhood Input (Jim): One of the subcommittees will be meeting with Lucia and Myra to discuss how the neighborhoods should interact with the case planner.

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Traffic / safety (Richard): The committee met with city engineering. Another meeting will be scheduled; city staff requested that CCNA comes up with a general list of what the neighborhoods would like to happen in regards to traffic calming and safety.

Neighborhood Summit (Richard): Richard reviewed what was discussed during the ad-hoc summit planning meeting earlier in the month.

- Summit will be close door and only for neighborhoods (no city staff),
- Will occur in replacement of the October meeting,
- Will be longer than the typical CCNA delegate meeting – with a half-time break but over around noon.
- First part is to identify issues, 2<sup>nd</sup> part is to discuss possible solutions / curative actions.
- Four tables – one each for districts 1 & 3. Two tables for district 2 (because there are more neighborhoods in district 2).

Procedure documentation (Kathy): Kathy presented the final clean version of the procedure documentation. She emphasized that “these procedures may be revised. After advance notice to all CCNA Board of Directors members at a duly called board of directors meeting and by majority vote of the board.” The purpose of the document is to provide guidelines for the board. Kathy made a motion to approve the procedures and it passed unanimously.

Past President Vacancy (Richard): Richard made the motion to bring Carl Shoffstall back on the board to fill the vacancy. Carl will only vote when the board is tied (which is the same practice the board took in the past when Kathy filled the Past President position). It was approved unanimously.

Meeting was adjourned at 6:16 pm.