



ROLAND PARK

Minutes of Civic League Monthly Board Meeting

Location: Hybrid – Roland Park Presbyterian and Zoom

Tuesday, April 4, 2023

Agenda:

1. Routine Business
 - a. March Minutes to be approved
2. Old Business
 - a. Discussion Regarding Financial Recommendations from Revenue & Finance Workgroup
3. New Business
 - a. Hiring new office manager
 - b. July 4
 - c. Annual Meeting & meeting times in 2023-2024
 - d. Fall Fling?
4. Committee Reports
 - a. Nominating Committee
 - b. Transportation Committee
 - c. Landscape
5. Adjourn

"The Roland Park Civic League is a civic governing body that addresses matters affecting the interests of residents. Its purpose is to foster the common good and welfare of its members, to take action on those matters of mutual interest, and to otherwise represent the people of Roland Park."

Minutes:

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| Convene: | 7:05 pm |
| Adjourn: | 8:58 pm |

1. Routine Business

| Agenda Item | Notes and Comments |
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| Approve March Minutes | The President called to approve March Minutes. Motion proposed and approved. |

2. Old Business

| Agenda Item | Notes and Comments |
|---|--|
| Discussion Regarding Financial Recommendations from Revenue & Finance Workgroup | <p>A sub-committee has been meeting (2 evening meetings) and communicating to discuss charges from the Executive Committee regarding increasing the financial standing of the neighborhood and increasing neighbor participation. The group shared and explained their recommendations (4). See attached for details.</p> <p>Rates from 8x suggested fees have not raised since 1988. There is deferred maintenance throughout the neighborhood due to a shortfall in funds. The goal is to increase the funds to address the beautification of the neighborhoods.</p> <p>The group discussed changing the fiscal year to the calendar year. The Treasurer discussed his opinions on the challenge of making that change and that it doesn't systemically doesn't address the RPCL challenges.</p> <p>25% of the households have not paid dues; the committee has discussed ways to drive higher participation and opinions on what is driving that behavior. RPCL has collected more revenue this year than last year.</p> <p>Communication and education was discussed. There has been headway in building momentum. Posting in the RP Magazine has been effective. Community members shared their experiences – learned about requirements from home buying process and the title companies. Website needs to be revisited over the summer to align with updates. Goal is to address confusion amongst neighbors.</p> <p>The group discussed maintenance of alleys and lanes and the details of responsibilities between the city and the neighborhood. The sub-committee and the community members considered separate fundraising campaigns for specific neighborhood needs.</p> <p>The President called for consensus:</p> <ul style="list-style-type: none"> - Recommendation #2: Raise Suggested Fees per the recommendation sheet including Merryman Ct (105>\$125) and Edgevale Park (\$104>\$175) maintenance fees; motion proposed and approved - Recommendation #1: Assign Board Position Responsible for Revenue Management; the group is aligned that this position is important and necessary; next steps are to define activities and how to implement - Recommendation #3: Balance Accounts for Maximum Income; recommendation to amend the item to remove any specific bank from the rule; recommendation to amend the amounts that the accounts should hold; the Treasurer will document the approach for account balance management and return to the board |

| | |
|-------------------------|---|
| <p>Treasurer Report</p> | <p>The Treasurer provided a report on the past year and the year ahead. Fundamentally, the budget was conservative and spending rules given changes to the payment system, Office Manager, etc.</p> <p>Results were influenced by the new system, lower administrative costs, no snow, less spending. Anticipated a surplus of \$20,000-\$25,000.</p> <p>The Treasurer recommended increasing the budget for the next year to catch up on deferred maintenance. These areas include path maintenance and signage and Centennial Park maintenance.</p> <p>The Finance Committee suggested spending the \$20,000 surplus and reserves from R&M to the budget spend on maintenance (~\$68,000 in total).</p> <p>The R&M Chair will define specifics on any approved approach.</p> <p>The President would like to announce that 2024 is the year of fixing the paths and catching up and addressing deferred maintenance. This idea ties into the Revenue Management efforts and will convey the value of these efforts to neighbors.</p> <p>The group discussed increasing the Office Manager’s responsibilities and considered spending additional time driving revenue collection. The group discussed bringing this to the new Office Manager once that position is filled and transitioned.</p> <p>The Treasurer asked for board guidance on target funds to fund deferred maintenance and targets \$68,000.</p> <p>The Treasurer and the 2nd VP are working on a way to functionally have 1 bank account for both entities and maintain separate books to simplify the administration of the accounts. More details are forthcoming.</p> |
|-------------------------|---|

3. New Business

| <p>Agenda Item</p> | <p>Notes and Comments</p> |
|--|--|
| <p>Hiring new office manager</p> | <p>The President and several members of the neighborhood interviewed three candidates to fill the open position. The team is optimistic that their preferred candidate will be extended and accept an offer.</p> <p>The goal is to have a transition period where Office Managers overlap.</p> |
| <p>July 4</p> | <p>July 4th planning efforts are underway. Planning and permitting are ongoing. There may be some challenges with permits on July 4; RPCL will work with council people.</p> |
| <p>Annual Meeting & meeting times in 2023-2024</p> | <p>Mayor Scott will join for 15 min to address the community to open the meeting. Meeting will be at RPEMS.</p> <p>Agenda is being defined. No anticipated by-law changes. Considerations for presentations include RPCF, improvement opportunities with deferred maintenance, new positions, RPP, etc.</p> <p>The President discussed moving our RPCL meeting start times and having dedicated time for board business. The group discussed starting meetings at 6:30 pm and alternating agendas to focus on board business and community speakers.</p> |
| <p>Fall Fling</p> | <p>The President discussed the Spring event which will not happen; however, is proposing the RPCL hosting a goodwill event to bring the neighbors together at the RP Women’s Club.</p> <p>A board member has expressed interest leading the effort.</p> <p>A board member proposed funding the September Socials/Plat Parties using the RPCL budget as they were successful events and brought neighbors together.</p> <p>The President proposed bringing this to the May meeting agenda.</p> |

4. Committee Reports

| Agenda Item | Notes and Comments |
|--------------------------|---|
| Nominating Committee | The 2 nd VP presented the Nominating Committees work and progress. There were several meetings to discuss how to fill 5 positions. This will include proposing a slate of 4 new people. |
| Transportation Committee | There will be a meeting with the city to discuss withdrawn promises of capital appropriation to improve the intersection of Falls and Northern Parkway. The meeting will be on April 11. |
| Landscape Committee | The bench that the RPCF bought for the front of Eddie's has been determined that it isn't suitable and the group is working to determine the best placement. |

5. Ad Hoc Discussions

| Agenda Item | Notes and Comments |
|---------------------|---|
| Street Lighting | A concerned neighbor conveyed his concerns over lighting replacements done by the city; old fixtures were replaced with LED lights that are overly bright and a distraction to quality of life. There are concerns that this is an escalating issue. Historic poles will remain and not be removed. There are no procedures to follow file a complaint with BGE; 311 directs to BGE. The RPCL will need to bring in the BGE representative to understand the process and options for neighbors. |
| Mailing Optionality | There is an option to 'Opt-out' per the by-laws. There was a discussion of what is a suitable obligation of notice for annual meetings and if RPCL are obliged to send physical mail. It is the discretion of the Secretary that RPCL Civic League members who have email in their PayHOA opt to receive electronic communications. |

6. Motions

| Motion | Result |
|-----------------------|----------|
| Approve March Minutes | Approved |
| Raise Suggested Fees | Approved |

Attendance:

1. Board Member Attendance

| In Attendance | Total | Quorum? |
|----------------------|--------------|----------------|
| 10 | 18 | Yes |

| Position | Board Member | Attendance |
|--|---------------------|-------------------|
| President | Claudia Diamond | Y |
| First Vice President | Tom Hoen | Y |
| Second Vice President | Ed Goodlander | Y |
| Secretary | David Fitzpatrick | Y |
| Treasurer | Dan Reck | Y |
| Plat 1 Representative | Alisya Davis | |
| Plat 1 Representative | Ann-Barron Carneal | Y |
| Plat 2 Representative | Steven Ralston | |
| Plat 3 Representative | Ken Rice | Y |
| Plat 4 Representative | Tim Hreha | Y |
| Plat 5 City Representative | Andy Niazy | |
| Plat 5 County Representative | Rachel Dawson | |
| Plat 6 Representative | David Blumberg | Y |
| At Large A | Raman Tallamraju | |
| At Large B | Cara Kohler | Y |
| At Large C | Veida McCampbell | |
| At Large D | Martha Holleman | |
| At Large E | Rita Walters | |
| Roads & Maintenance President | John Morrel | |

2. Notable Guests:

Appendix 1:

INCREASING REVENUE – RPCL/R&M RECOMMENDATIONS 2/26/2023

- 1) ASSIGN BOARD POSITION RESPONSIBLE FOR REVENUE MANAGEMENT
(suggest At-Large Representative initially)
- 2) RAISE SUGGESTED FEES:
 - a. From 8X to 10X for FY 2023-24
 - b. From 10X to 11X for FY 2024-2025
 - c. From 11X to 12X for FY 2025-2026
 - d. Thereafter, a percentage increase annually reflecting CPI
 - e.
- 3) RAISE PRIVATE PARK FEES:
 - a. Merrymans Court from \$105 to \$125 FY 2023-24
 - b. Edgevale Park from \$104 to \$175 FY 2023-24
 - c. Thereafter, a percentage increase annually reflecting CPI
- 4) BALANCE ACCOUNTS FOR MAXIMUM INCOME (monthly):
 - a. 40% annual R & M expenses in FDIC insured account
 - b. 125% annual RPCL expenses in FDIC insured account
 - c. Balance in money market account
- 5) ASK BOARD (or community) MEMBERS TO CRAFT LANGUAGE EXPLAINING NEIGHBORHOOD STRUCTURE AND DEVELOP EDUCATION CAMPAIGN

OTHER IDEAS CONSIDERED:

- 1) Change billing to calendar year
- 2) Investigate legality of enforcing payment/placing liens
- 3) Create separate fundraising campaigns for specific neighborhood needs
- 4) Create separate 501c3 to allow tax deductibility of donations

SUGGESTIONS FOR REVENUE MANAGEMENT BOARD POSITION:

- 1) Ensure accurate contact information
- 2) Develop personal contact campaign (phone/email/visit?) for those neighbors in arrears
- 3) Solicit neighborhood office volunteers to assist office manager in collections
- 4) Organize annual phone-a-thon
- 5) Publish list of non-payors of mandatory fees
- 6) Publish list of payors of full fees and dues
- 7) Contact local title companies and real estate brokerages to announce \$250 transfer fee
- 8) Confirm accuracy of payment data