

BBVNA Neighborhood Meeting -- Meeting Minutes March 16, 2016 Robison Magnet Elementary School Cafeteria

The meeting was called to order at 7:05 pm, with Rita Toland presiding. Attendance: 26

Dr. Julie Laird, principle of Robison Magnet Elementary School, began by welcoming us to the school. She encouraged neighbors with elementary school-age children who do not attend Robison to visit the school and consider it for their children. She also reminded those of us who have not yet completed their 2015 tax returns that donations can still be made to public schools like Robison and claimed on their 2015 taxes, for a dollar-for-dollar credit on their state taxes. Finally, she noted that the school recently planted 20 fruit trees around its grounds, and looks forward to the future days when they bear fruit!

Meeting agenda:

1) Minutes from our last neighborhood meeting on October 1, 2015, were brought for consideration, and were approved by vote of those in attendance.

2) Board Member Elections: John Thomas, in his role as 2nd VP, presented the list of nominees who had agreed to run for the BBVNA elected office positions. This list was adjusted after discussion from the floor and additional nominations were made. Votes were taken, including a vote via secret ballot for President. The winners were as follows:

- John Thomas, President
- Damian Baca, 1st VP
- Margaret Johnson, 2nd VP
- Rita Toland, Treasurer
- Mike Weingarten, Secretary

3) Treasurer's Report: Rita Toland presented the Treasurer's Report, which included the Profit & Loss statement for Calendar 2015, as well as the current balance sheet of assets and liabilities, as of March 16, 2016. Statements are attached to these notes. The major expenditures in 2015 included the cost of the ROPE application (the preliminary Historic Designation application), neighborhood signs at entrances to the neighborhood and at Malvern Plaza, tile work on the walls on either side of the Treat Walkway pedestrian bridge, and the regular printing expense for publishing our newsletters.

Rita also noted that dues have been increased from \$15 to \$20 annually per household. Payment of the dues is voluntary but encouraged, as they help fund the various activities in the neighborhood. Beginning this year, dues can be paid online via Paypal, by clicking on the "Neighborhood Dues" tab on our BBVNA website.

4) Approval of updated BBVNA bylaws: Margaret Johnson presented the Bylaws Committee's recommended modifications to the neighborhood bylaws. This was the culmination of 2 years of effort on the part of Margaret, John Thomas, Ann Pattison, and Mary Terry Schiltz, and are the first changes to the bylaws since 1994. The proposed update reorganizes the bylaws for clarity, updates committee and officer functions, and simplifies membership categories and voting procedures.

- Specifically, voting members are defined as residents over 18 years of age or non-resident owners of businesses in the neighborhood. The non-voting “Associate Member” category is deleted. The proposal clarifies that dues are voluntary for voting members. Further, any increase in dues will be approved by a vote of the membership.
- Two of the named standing committees (the Grievance and Communication Committees) are proposed to be deleted. The four remaining standing committees (Neighborhood Watch, Historical Designation, Urban Forestry & Wildlife, and Welcoming Committees) are joined by a new standing Committee, the Malvern Plaza Committee.
- The elective positions of Recording Secretary and the Correspondence Secretary are combined into one Secretary position. A process for handling vacancies in elected positions is expanded to allow individuals to serve in “acting” positions. And language from the City of Tucson is added to limit Board liability.

There was discussion from the floor on several questions and concerns, which resulted in one modification in the wording. It was recommended that term limitations for the president be changed to say that no one person can serve as president for more than 2 years in any 5-year span. The Bylaws Committee quickly convened and accepted the change. A vote of all meeting attendees was taken, and the updated bylaws, as modified, were approved. The complete text of the newly approved bylaws is attached to these notes.

5) Historical Designation: Ann Pattison presented the current status of the Historic Designation work, and presented for approval a proposed contract with Chris Evans, architect. Under the contract, Mr. Evans would prepare, complete and submit the nomination report for our neighborhood's inclusion on the National Register of Historic Places (what we've termed "Historic Designation").

A recap of the key points that Ann made is as follows: (A draft talking points document on "Benefits and Concerns" surrounding the project is attached to these notes for supplementary information.)

-Historic Designation has been an interest and potential project in this neighborhood for almost 20 years. However, never have we been closer to being able to turn it into a reality. A year ago, BBVNA was identified in a City of Tucson evaluation as one of the 10 most-likely qualifying neighborhoods, out of a total of over 300 post WWII Tucson neighborhoods considered. Last summer, BBVNA contracted with Chris Evans to prepare and submit a "Recommendation of Potential Eligibility" (ROPE), the required pre-step in the "nomination" process, and it was rapidly approved by the State Historic Preservation Office. So the groundwork has been laid for the final application to be made, and while there are no guarantees, there is a high probability of success.

-Benefits: As previously stated, the driving benefit of gaining historic designation for the neighborhood is the savings in property taxes that would come for resident owners of the houses that qualify as "contributing properties". Typical savings are about 40% of the property tax for those owners, annually for 30 years. In our neighborhood, that savings is estimated to be in the range of \$700 - \$1200 each year for each qualifying home. Beyond the tax savings for those homes, the neighborhood as a whole can expect to benefit from historic status. It tends to raise the perceived value of the neighborhood in the real estate market, adding a level of marketplace prestige that generally causes all property values to increase.

- The proposal by Chris Evans is to complete the final application for a fee of \$76,000. He expects the work to take about a year. Final approval timing once the application is submitted depends on the response time of the 3 levels (local, state, and federal) of review agencies.
- Pros and cons of using a contractor like Mr. Evans, vs. trying to do the preparation of the nomination application ourselves as a neighborhood, were discussed. The one clear advantage of a do-it-yourself approach is that it would save the neighborhood the costs of an architect's labor. The drawback is that the process would be very labor intensive for the neighborhood, with great attention to detail and procedural rules required. Based on the experience of other neighborhoods that have done this, a do-it-yourself effort can be expected to take much longer (e.g., many years). Often, self-managed applications are returned as incomplete or unsatisfactory by the reviewing agencies due to mistakes, inconsistencies, or general procedural errors. These delays translate into additional work for the neighborhood, and long delays in the time that residents must wait to actually realize the benefits of historic designation. Mr. Evans, in contrast, is experienced with this work, is very familiar with the review organizations and their procedures and expectations, and has a history of success, including with our own ROPE. He comes highly recommended by the top historic designation people in the City. During this meeting, Oscar Blazquez volunteered his own very high recommendation of Mr. Evans, who happens to be a former architecture student of Oscar's.
- If it enters into the contract with Mr. Evans, the neighborhood does have an opportunity to reduce costs somewhat by supplying volunteers to work under Chris' coordination to provide some of the effort required, and to offload time Mr. Evans must spend. More details will be provided on what those volunteer roles might entail. A draft statement on this subject is attached to these notes.
- If we enter into the contract, funding will be the key task for the neighborhood. There are about 375 houses that will be under review in the neighborhood. (This excludes houses on Country Club Rd., which were built at a different time and cannot be coherently included in the same application.) The Historic Committee has decided on a funding strategy that would request an initial \$100 voluntary contribution from all those 375 homeowners to generate the necessary seed money to get the contract work started. (This would also provide the necessary matching funds to qualify us for the \$10,000 pledged by the owners of Broadway Village, per the recent zoning agreement.) Once the work is started, the intent would be to quickly identify those homes that would clearly be contributing properties, and then request additional funding from those homeowners, given that they are the ones to directly benefit from property tax reductions. With a reasonable participation rate, when added together with various fundraising proceeds from activities, and volunteer efforts to reduce the contract costs, it is hoped that no homeowner would have to pay more than \$500 toward this effort, which would still more than pay itself back in just the first year of reduced taxes.

After some questions & answers and discussion, a vote was taken on whether BBVNA should enter into the contract with Mr. Evans, and it was approved by a show of hands that appeared unanimous. No dissent was voiced. Next steps: The contract with Mr. Evans will be signed, and the Historic Designation Committee will begin work on its fundraising plans. The neighborhood can expect to hear much more communication on this project in the weeks and months ahead.

6) General Announcements:

New Neighbor-Helping Neighbor Group: Cheryl Purvis announced that a new group is forming in Broadmoor to provide a cooperative process where Broadmoor residents can help neighbors with

short term help, such as rides to/from medical appointments, shopping trips, and other sorts of small tasks. An initial meeting for interested neighbors will be held at Cheryl's house on Monday March 21st at 7 pm. Bridget Roads, Outreach Coordinator for the Neighbors Care Alliance, a program of local governments administered by Pima Council on Aging, will tell us about this program and its benefits for the neighborhood. Call Cheryl at 881-0470 to RSVP and for directions to her home.

Noche en Blanco: Oscar Blazquez announced that the neighborhood will be having a "Noche en Blanco"-style dinner on April 9, 6-8 pm, outdoor location in the neighborhood to be announced the evening before. Neighbors are invited to organize tables of friends for a dinner, in which they bring everything needed for their group.... food, beverages, plates, utensils, tables and chairs. For more info or to RSVP, contact Carina by March 25 at carinabrokamp@yahoo.com.

Spring Brunch for New Neighbors: Suzie Husband, Welcoming Committee Chair, announced the Committee will be holding its Spring New Neighbor Brunch on Sunday, May 1. These brunches have been very successful in the past in introducing new neighbors to the neighborhood. If you know of someone who has moved into the neighborhood within the past year, please let Suzie know so she can be sure to extend invitations to them. And anyone interested in working on the Welcoming Committee should contact Suzie as well. You can email her at: suehus12@gmail.com.

The meeting was adjourned at 8:35 pm.

Respectfully submitted,
Mike Weingarten, BBVNA Secretary

1:54 PM
03/16/16
Cash Basis

Broadmoor-Broadway Village Neighborhood Association
Profit & Loss
January through December 2015

	<u>Jan - Dec 15</u>
Ordinary Income/Expense	
Income	
Association Dues	1,710.00
Donations - Unrestricted	75.50
Garden Tour	
Garden Tour Expense	-76.62
Garden Tour - Other	381.00
Total Garden Tour	<u>304.38</u>
Malvern Plaza	
Plaza Expense	-131.16
Malvern Plaza - Other	-225.39
Total Malvern Plaza	<u>-356.55</u>
Total Income	1,733.33
Expense	
Bank Service Charges	52.00
Historical Status Committee	6,960.00
Miscellaneous	1,144.92
Neighborhood Socials/Events	538.95
Printing and Reproduction	476.24
Supplies	115.56
Urban Forestry Committee	1,100.00
Website	15.17
Total Expense	<u>10,402.84</u>
Net Ordinary Income	-8,669.51
Other Income/Expense	
Other Income	
Interest Income	21.81
Total Other Income	<u>21.81</u>
Net Other Income	21.81
Net Income	<u><u>-8,647.70</u></u>

2:07 PM
03/16/16
Cash Basis

Broadmoor-Broadway Village Neighborhood Association
Balance Sheet
As of March 16, 2016

	<u>Mar 16, 16</u>
ASSETS	
Current Assets	
Checking/Savings	
Wells Fargo - Checking	889.75
Wells Fargo - Savings	5,481.32
Wells Fargo - Savings, CD	4,662.50
Total Checking/Savings	<u>11,033.57</u>
Total Current Assets	<u>11,033.57</u>
TOTAL ASSETS	<u><u>11,033.57</u></u>
LIABILITIES & EQUITY	
Equity	
Restricted - Malvern Plaza	4,896.82
Retained Earnings	6,494.98
Net Income	-358.23
Total Equity	<u>11,033.57</u>
TOTAL LIABILITIES & EQUITY	<u><u>11,033.57</u></u>

CHARTER and BYLAWS
of the
BROADMOOR-BROADWAY VILLAGE NEIGHBORHOOD ASSOCIATION

CHARTER

The Association is formed to promote a pleasant, orderly and secure environment within the neighborhood and to provide a vehicle for communication among the residents in order that they may make informed decisions on pertinent issues. The Association will also promote social events throughout the year to enhance social interactions among the neighbors so that neighbors can meet and become acquainted. Further, the Association will provide an avenue for cooperation with other neighborhoods in matters of mutual interest.

ARTICLE I. NAME and BOUNDARIES

The name of this association shall be the Broadmoor-Broadway Village Neighborhood Association (BBVNA). It shall encompass the area bounded on the north by Broadway Boulevard, on the east by Country Club Road, on the west by Tucson Boulevard and on the south by Winsett.

ARTICLE II. PURPOSE

1. To ensure the preservation of the integrity of the neighborhood and to retain established land use patterns.
2. To maintain and enhance its aesthetic qualities and ensure that it continues to be a quality residential neighborhood.
3. To provide a vehicle for neighborhood planning. This planning shall strive to maintain the existing character of the neighborhood by supporting the development of architecturally compatible buildings and land use.
4. To solicit historic designation for buildings and landmarks for all or part of Broadway Village that qualifies for registry in the City, State and National Register.
5. To prevent high-rise and industrial encroachment or commercial intrusion into the neighborhood.
6. To establish an effective Neighborhood Watch Program.
7. To provide for and encourage desirable neighborhood improvements.
8. To encourage the revitalization and preservation of inner city neighborhoods of Tucson, Arizona, by establishing cooperative alliances with other neighborhood associations.
9. To maintain the commuter arterial designation of Broadway Boulevard and oppose developments that would measurably increase traffic hazards.
10. To promote social interactions among neighborhood residents.
11. To interact with the Mayor and Council and City staff in a productive and positive way.

BYLAWS

ARTICLE I. MEMBERSHIP, DUES

1. A voting member is a resident 18 years of age or older, or a non-resident owner of a business within the Neighborhood Association boundaries. Such persons shall be entitled to one vote at meetings of the general membership.
2. Each household and business within the Association boundaries is requested to pay annual membership dues. The amount of the dues may be changed from time to time by vote of the membership at a general meeting. Different dues amounts may be established for business owners than for households. Such dues are voluntary and shall not affect members' participation in Association activities, including voting at general meetings.

ARTICLE II. BOARD OF DIRECTORS

1. Composition

The Board shall be composed of six (6) elected officers (President, First Vice-President, Second Vice-President, Secretary, Treasurer, and immediate Past-President) and the appointed chairpersons of the five (5) standing committees (Neighborhood Watch, Historical Designation, Urban Forestry & Wildlife, Welcoming, and Malvern Plaza committees).

In addition, with approval of the elected officers the President may appoint additional persons to the Board in order to address specific needs of the Association.

2. Board Meetings

- a. The Board shall meet when requested to do so by the President. In addition, any four (4) members of the Board may call a special meeting of the Board at any time.
- b. Any member of the Association may attend Board meetings.
- c. A quorum of the Board shall be a simple majority of its current membership.

ARTICLE III. OFFICERS & DUTIES, TERMS OF OFFICE, ELECTIONS, VACANCIES

1. Elected Officers and Duties:

- a. The **President** shall preside at all meetings; act on behalf of the membership of the Association; appoint, with Board approval, chairs of any committees necessary for the operation of the business of the Association; act as official spokesperson of the Association; and implement the decisions of the Board.

- b. The **First Vice-President** shall, in the absence of the President, assume all the duties of that office. The First Vice-President may also be considered next in line for nomination to the office of President when the incumbent President retires from office.
- c. The **Second Vice-President** shall, in the absence of the First Vice-President, assume all the duties of that office. The Second Vice-President shall also serve as Chairman of the Nominating Committee.
- d. The **Secretary** shall take minutes of all Board and General Membership meetings and keep such minutes as a permanent record of the Association. The Secretary shall maintain other permanent records of the Association, including correspondence and other relevant documents.
- e. The **Treasurer** shall maintain a permanent record of all financial transactions of the Association; provide a current financial report at each general meeting and when requested at Board meetings; and maintain records of membership and dues payments.
- f. The **Past-President** shall provide continuity of information and support to new members of the Board.

2. Terms of Office:

- a. Elective terms of office are one year and shall begin at the close of the Annual Meeting in March.
- b. Except for the President, officers may serve consecutive elective terms without limit. No one person can serve as President for more than 2 years in any 5-year span.

3. Elections

- a. Nominations of officers shall be made by the Nominating Committee and/or from the floor at the annual meeting in March.
- b. Election of officers shall be held on the same day as nominations. No member may be elected to more than one office at a time.
- c. Election ballots shall be counted by volunteers from the voting membership who are not nominated for any office.
- d. Written ballots are not required when there is only one nominee per office. In such case, a voice vote of members present will complete the election process.
- e. Outgoing officers will transfer all documents and materials pertaining to their office to the newly-elected officers within fifteen (15) days of the election.

4. Vacancies, Removal from Office

- a. Should the nomination and election process fail to elect a new officer in any year, the remaining elected members of the Board may fill the vacant position on an interim basis by appointing an acting officer from the elected members of the Board. In such circumstance, (1) the prohibition of one individual serving in two officer positions would not apply, and (2) the Past-President could be appointed Acting President without regard to the limitation on consecutive Presidential terms described above.
- b. Any vacancies occurring during the year in any office may be filled by appointment of the President with the approval of the Board. The appointee should be provided all the documents of that office that would normally be provided to a newly-elected officer.
- c. An officer may be removed from office for cause by a majority vote held at a general meeting. A statement as to the grounds for removal shall be distributed to the membership as part of the general meeting notice.

ARTICLE IV. COMMITTEES

The President shall, with the approval of the Board, appoint chairpersons of standing and ad hoc committees as necessary to implement the purposes of the charter, and shall be an ex-officio member of all committees.

1. Standing Committees

Five (5) **standing committees** are established with the following duties:

- a. The **Neighborhood Watch Committee** shall encourage the development of a Neighborhood Watch Program as designated by the City of Tucson Police Department.
- b. The **Historical Designation Committee** shall study and report on all matters involving historic designation and make applications to the appropriate local, state and federal agencies for desired historic designation and zoning.
- c. The **Urban Forestry and Wildlife Committee** shall study and report on matters concerning neighborhood plants, animals, open space and natural waterways as referred to in the BBVNA Plan and Neighborhood Programs Section. The Committee shall foster the cultivation of aesthetically pleasing plants with particular emphasis on non-health threatening and drought resistant species. The Committee shall promote the development of an environment attractive to birds and other desirable native animals.
- d. The **Welcoming Committee** shall contact new residents in the neighborhood, explain the functions of the Association, and invite them to participate in neighborhood activities.

- e. The **Malvern Plaza Committee** shall a) support and facilitate neighborhood-sponsored events and activities that use the plaza; b) monitor the status of the plaza infrastructure, and make recommendations to the board regarding needs for maintenance and/or improvements; and c) collaborate with the Urban Forestry & Wildlife Committee on the maintenance of vegetation at the plaza.

2. Ad Hoc Committees

The President may establish ad hoc committees from time to time as necessary to meet the needs of the Association. Such committees could be established, for example, to coordinate events, raise funds for Association activities, publicize Association activities on social media, publish the newsletter, manage the Association website and records, nominate persons for elective positions, remove graffiti, recommend revisions to bylaws, review financial records of the Association, and/or coordinate with other associations and organizations, such as with Davis-Monthan Air Force Base.

ARTICLE V. GENERAL MEETINGS OF THE MEMBERSHIP, ANNUAL MEETING, SPECIAL MEETINGS

1. General meetings shall be held at least twice per year, in the months of September and March, at a time and place designated by the President. The March meeting shall be the Annual Meeting of the Association at which elections are held to fill officer positions for the coming year.
2. Additional general meetings may be called at the discretion of the Board.
3. Members of the Association may petition the Board to hold a special meeting at any time. Such petition must be signed by at least fifteen (15) voting members.
4. At least five (5) days' notice shall be provided to the membership in advance of any general meeting, and the voting members present shall constitute a quorum.

ARTICLE VI. FISCAL RESPONSIBILITY

1. The signature of two officers is required to withdraw Association funds.
2. Before a new Treasurer takes office, the financial records of the Association shall be reviewed by a committee of not less than two (2) voting members appointed by the President.
3. All Association-related records of the officers and committees are the property of the Association.

ARTICLE VII. AMENDMENT OF BYLAWS

1. The Bylaws may be amended by a two-thirds (2/3) majority of those present and qualified to vote at a general meeting.
2. A summary of proposed amendments shall be sent to all members of the Association at least ten (10) days in advance of the meeting at which action is to be taken, or shall be read at the preceding meeting.

ARTICLE VIII. GENERAL

1. If any part of these Bylaws or the application thereof is hereafter held invalid or unenforceable, the remainder shall not be affected thereby, and only the affected portions are declared eliminated.
2. No officer, representative, spokesperson or member shall have any financial liability of the association.

BBVNA Bylaws--Approved March2016

DRAFT

BROADMOOR SUBDIVISION NATIONAL REGISTER OF HISTORIC PLACES NOMINATION BENEFITS AND CONCERNS

WHY BROADMOOR IS A STRONG CANDIDATE FOR LISTING ON THE NATIONAL REGISTER OF HISTORIC PLACES:

- Broadmoor was identified as **one of the 10 “highest priority” subdivisions**--out of more than 300 post-World War II subdivisions in Tucson. (From a report by the City of Tucson’s Historic Preservation Office, University of Arizona’s Heritage Conservation Program, and Chris Evans, Architect).
- The Arizona State Historic Preservation Office has issued a “Recommendation of Potential Eligibility” for Broadmoor, based on an initial submission on behalf of the neighborhood in 2015.

BENEFITS OF LISTING THE NEIGHBORHOOD ON THE NATIONAL REGISTER OF HISTORIC PLACES:

- Qualifying properties—owner-occupied homes that contribute to the historic character of the neighborhood—will be eligible for a 35-45% reduction on their property taxes, annually for up to 30 years. (For more information on this program, see the links page.) Qualifying Broadmoor homeowners could save approximately **\$800-1200 per year** in property taxes after being listed on the National Register; assuming property values remain constant, this would translate to a savings of \$8,000 to \$12,000 over the next 10 years.
- A preliminary survey estimate suggests that 60-70% of Broadmoor houses could be identified as contributing properties. If just 50% of Broadmoor houses (180 out of 360 houses) take advantage of this tax benefit, the tax reduction would save the neighborhood an estimated \$180,000 per year; over a 10 year period, that is **\$1.8 million**.
- Research studies suggest that most homes in historic neighborhoods increase in value compared to similar neighborhoods. See the links page for several studies that provide more information on property values in historic neighborhoods.

COMMON CONCERNS:

- One of the biggest concerns we often hear from homeowners is the fear that listing on the National Register will prevent them from making changes to their home. **Historic designation does not prevent a property owner from modifying their home**; it merely provides the property tax reduction as an incentive to encourage homeowners to preserve the street appearance of their house. If a homeowner did modify their house, they would simply lose the tax benefit.
- Another major concern often raised by homeowners is that historic designation could adversely affect their property values; however, **studies suggest that most homes in historic neighborhoods increase in value compared to similar neighborhoods**. The increase in property values will provide a benefit even to those houses that may not qualify for the National Register. See the links page for several research studies that provide more information on property values in historic neighborhoods.

DRAFT

BROADMOOR SUBDIVISION

VOLUNTEER SERVICES FOR NATIONAL REGISTER NOMINATION PROCESS

VOLUNTEER OPPORTUNITIES ARE AVAILABLE IN THE FOLLOWING AREAS (# of volunteers shown in parentheses):

- Data Management of Homeowner Submissions (1)--receive information from 360 individual homeowners; manage data and photographs that are submitted (high-speed internet connection highly recommended)
- Online Research (1-5)--research addresses and original homeowners online (high-speed internet connection highly recommended)
- Archive Records Research (1-5)--research addresses in public archives in Tucson (downtown and university locations; limited to weekday hours)
- Database Development (1)--create database for management of information gathered during process (database must be in a common format); coordinate data management and output
- Data Entry (1)--requires a strong attention to accuracy and detail

I am unable to estimate the amount of time required for the various roles, for a variety of reasons (# of volunteers, amount of time each volunteer can dedicate to the work, capabilities of each volunteer, etc.). However, without a minimum commitment from volunteers of 30-40 hours for researchers (4-5 hours per week), the time involved in training, managing and assisting volunteers will likely result in diminishing returns. Data Entry would require a longer commitment (6-12 months), but less time per week.

In addition, separate from the scope of the Consulting Agreement, the Neighborhood Association will need to solicit information from homeowners using the Data Acquisition form. I don't know how extensive your email database is for homeowners, but I would also suggest hand delivering a notification to each property so that homeowners are more likely to see the form.