

San Jacinto Neighborhood Plan Implementation Meeting

DRAFT Meeting Minutes

Date: Thursday, February 6, 2020

Location: San Jacinto Christian Academy

Time: 6:00 – 7:30 PM

Attendees:	Tyler Tatum	Eric Miller	City of Amarillo:	Emily Koller
(per sign-in)	Tanya Martinez	Linda M Kelley		Brad Kiewiet
	Kelly Paulk	Mike A Kelley		Torie BenShushan
	Michael Morales	Dora Meroney		
	Dirk Funk	Bob Lile	Consultant:	Cassie Wright
	Katherine Pledger	Victor Arroyo		
	Mark Rowh	Ed Thomas		
	Pedro Limas	Ken Neeley		
	Aaron Tyler III	Willis Carroll		
	Janette Kelley			
	Shirley Jean			
	Mulherin			
	Priscilla Bristow			
	Stefanie Rodriguez			
	Jason Barrett			
	Bryan Brumley			
	Sui Tial			
	Sherrie Ferguson			
	Nina Shoemaker			
	Mildred Darton			
	Teresa Kenedy			
	Hayden Baca			
	Lindzey Gill			

Agenda Items

1. Introductions and Plan Adoption Update. Emily Koller, Planning and Development Services Manager, opened the meeting. Ed Thomas, San Jacinto Christian Academy Superintendent, provided a welcome. Everyone introduced themselves at their tables and noted their affiliation with San Jacinto and whether they were a plan advisory committee member.

Koller then provided an update on the council adoption process. The plan was presented during the work session of 2/4 and will be presented for public hearing and first reading on 2/11, with the second reading scheduled for 2/25. She provided information on how to speak in support at the meeting or provide a letter of support.

2. Role of the Neighborhood Association in the Neighborhood Planning Initiative Program.

Emily Koller spoke about moving from planning process to actionable items. She explained the ongoing coordination with the City, including how a single neighborhood entity is required to coordinate with the City on the Projects in Motion annual work plan as well as overseeing allocation of the Proposition #1 bond funds. The Neighborhood Association purpose and structure was briefly explained and sample membership applications were available.

3. Q&A with Neighborhood Leaders. Mildred Darton (North Heights Advisory Association) and Teresa Kenedy (Barrio Neighborhood Planning Committee) provided insight and advice from their experience as neighborhood association leaders. Cassie Wright, consultant, moderated.

Q – Can you explain the structure of your board?

Darton – We have 13 board members, of which 4 are members of the neighborhood, and we are in the 501c3 process, it's been about a 1-year process.

Kenedy – 10 members who completed one year with board. Started January with 14, got a little smaller. Some board members were just for one year. Started with several new people. Decided to become unincorporated nonprofit. If I could go back we would have done 501c3 immediately a year ago. Fortunately legal aid is helping us with that process, will be about 6 months so it takes a while. Our board meets once a month as officers and the whole board meets the 2nd Thursdays of the month. I would recommend San Jacinto become a nonprofit, it takes a while to get there.

Wright – The reason you both pursued nonprofit status for the neighborhood association; it allows you to accept charitable donations from private donors, to solicit grant funding not available to unincorporated nonprofits. What are your Projects in Motion?

Darton- We have the street toppers we're excited about. We presented it to the community and narrowed it down to three. The street toppers are little signs on top of the street and it will say historic NH with a torch in the middle; a corridor on NW 18th where we will have sidewalks for the kids to play on and really neat crosswalks; also we have our bus shelters we will go on the 22nd on the bus tour to get the location we're trying to incorporate the neighborhood bus stops for the school children as well as transit.

Kenedy – Projects in Motion are really important to us to define the focus. We are working on streetscaping, had a mural last summer, businesses are excited about paving alleys. Also want to have another mural on 3rd Ave. Barrio clean up twice a year, wellness clinics, we have an actual doctor who comes out. So we have lot of work to do.

Wright –North Heights is also working on other projects, participating in the redevelopment of the St. Anthony's site. San Jacinto has 3 transformative projects that can take a lot of time, similar in North Heights with this project. Reminder that bond money is for "right of way", meaning building face to building face including sidewalks, benches, street lighting.

Wright – How do you engage the broader neighborhood in your efforts?

Darton – Flyers, Facebook, website, word of mouth

Kenedy - 2 Facebook pages, a meeting at least one a year to show everything we're doing and to get input, we use a lot of word of mouth, emails, it's critical to share with neighbors. If they don't see progress, they think it's dead. Quick successes are critical.

Wright - What the best piece of advice you have for San Jacinto

Kenedy – Become a nonprofit.

Darton –Dedication and commitment is very important.

Audience Q&A

SJ Member – Has there been any development of housing or redevelopment of housing?

Kenedy – That was not a focus as it wasn't in our plan.

Darton – Yes, we are working toward more.

SJ Member – Where do you meet?

Kenedy – Alamo neighborhood center, for free

Darton - 4th Thursday of the month Cultural center

SJ Member – Was the transition from plan to implementation smooth/easy?

Kenedy – No. We made the mistake of stopping meetings after the plan was presented to City for about 3 months, lost people, momentum, we came back and it took about 6 months to get back on board again

Darton – It was not easy.

Wright - So you've got some work ahead of you

4. Projects in Motion Activity. Emily explained that rather than trying to determine a committee structure first, it was recommended that San Jacinto decide what projects they want to tackle in the first year and then determine how to organize to accomplish those. Attendees worked in groups to identify the top 5-10 projects that will become San Jacinto's Projects in Motion. This list was derived from the high priority projects in the plan. People worked in groups and considered available funding and project champions as part of the exercise. The exercise is summarized below:

Project	Low Hanging Fruit	Funding Available	Bond Project?	Project Champion
Paved Alleys		X	X	Linda K, Dora M, Tyler T
Neighborhood Clean-ups and Planting	X	X		Stefanie R, Sabre M, Victor A
Managing Stray Animals				
Better Communication with Residents	X			Jason B, Kathryn T, Sherrie F, Victor A, Dirk F, Sabre M, Mrs. Kelly
Sidewalks		X	X	Tyler T, Dora M, Linda K, Sherrie F
Flowers/Plantings/Xeriscaping	X	Donations		Dirk F, Kathryn T, Kelly P
Merchants Association				Dirk F
Paint Water Tower (66 Shield)		X	X	Dora M, Croc Lyle, Kathryn T
Art Show Contest	X	Donations		Kat P, Jason B, Kathryn T, Dirk F, Sherrie F, Kelly P, Victor A, Aaron T
San Jacinto Pride Home Association				
Property Owners Group				Ken N, Linda K
Neighborhood Watch				Hayden B

5. Group Discussion on Neighborhood Association Formation. Wright made recommendations about the structure of the neighborhood association. The recommendation is for 9-11 people (no more than 15). The odd number is necessary with voting. She recommended that the board serve as an overall unifying entity and not create positions based on organizations/entities – it needed to broadly represent the interests of the entire neighborhood. The committee structure should be based upon projects and project champions. Committee chairs do not necessarily have to serve on the board.

- Position 1: Property Owner
- Position 2: Property Owner
- Position 3: Business Owner
- Position 4: Business Owner
- Position 5: Resident
- Position 6: Resident
- Position 7: Faith-based/non-profit/education
- Position 8: Faith-based/non-profit/education
- Position 9: At-large
- Position 10: At-large
- Position 11: At-large

This board needs to set regular meeting dates and times, communicate consistently with each other and the broader membership, and run meetings professionally. They need to be prepared to organize meetings including the locations, setting the agenda, running the meeting, and sending out minutes. They will be immediately responsible for establishing bylaws, approving the Projects in Motion, and determining how to allocate their portion of bond funds.

Jason Barrett suggested a higher proportion of residents.

6. Other Announcements, Next Meeting Date, Adjourn. The community agreed on the first Thursday of every month at 6:00 PM for regular meetings. Victor Arroyo and Kathryn Traves volunteered to organize the first meeting, which will be held Thursday, March 5, at Generation Next.

Thanks to San Jacinto Christian Academy for the meeting space.