



## West Scioto Area Commission

Thursday, August 20, 2020 – 700pm  
via WebEx  
General Meeting

### MEETING MINUTES

Meeting called to order at 7:04pm.

1) Roll Call:

**Commissioners Present:** Chair McKinley, Commissioners Cabral, Endicott, Leppert, Vice Chair Russell, Thomas, Cabus and Weber. All Commissioners present.

- 2) Meeting Minutes: Secretary noted Commissioner Leppert forwarded a few grammatical errors that will be implemented prior to finalizing minutes from July. Motion to approve as amended by Commissioner Cabral, second by Commissioner Weber.
- 3) Officer Paulus: Met with Whispering Creek manager this week. A series of car breaks-ins have occurred in the community since opening. Woodspring (corner of Wilson and Roberts) has new ownership and they are moving all current residents out and completely remodeling.
- 4) Neighborhood Liaison Rebecca Deeds: Virtual Townhall on August 24<sup>th</sup> at 5pm via Facebook Live. Rebecca requested we hold 10 minutes of additional meeting time in September to address ballot initiatives for November. Next commissioner training will be Saturday, September 12 from 9-11am on transparency and records.
- 5) Treasurer Report: Deposit received of \$3,500. Total balance: \$3,500.35.
- 6) Zoning: Commissioner Endicott, Chair of the Zoning & Variance Committee provided the following updates:
- GC20-027 2305 N. Wilson Road will be on the September 3<sup>rd</sup> Zoning Agenda. Request is for a sign variance (height) for a more visible sign along I-270.
  - Z19-094 is tentatively slated for the September 10<sup>th</sup> Development Commission meeting. This will be confirmed, and an update will be given at the September 3<sup>rd</sup> Zoning Committee meeting.
  - The construction at the NW corner of McKinley and Trabue Roads is part of the next phase of the Preferred Living development and is part of the underground utility upgrades necessary. Traffic disruptions, if any, will be minimal.

The developer indicated vertical construction on the next phase may begin as early as this fall.

- 7) Nominations Committee: No Update, one seat remains vacant.
- 8) Communications: New survey up, approximately 50 people have responded already. Reminder notification will go out the week of September 17. Survey will be live a total of 6 weeks. Minutes missing from webpage from Zoning.

Vision Zero – Meeting on Thursday evening, September 10 to “mark-up the map.”

Rebecca noted the Commission webpage is not updated with WSAC officers.

Next communications meeting Monday, September 14<sup>th</sup>.

- 9) Planning Committee: Next meeting will be Tuesday, September 8 at 7pm. Letter accepting “early adoption” for C2P2 is complete and has been forwarded to Jackie Yeoman. Chair Weber has a desire to be proactive and responsive to the need for affordable housing throughout our Commission area.

#### 10) New Business:

- Chair McKinley brought up the Technology Grant that is currently available to all Commissions for new technology items up to \$2,200. A discussion was held regarding purchasing a laptop, projector, and screen. It was determined that funding was not available to purchase all three. Chair McKinley asked if we could spend more than the \$2,200 and reimburse the City from Commission funds for the amount spent exceeding the funds available. Rebecca is checking on this.

After further discussion, it was determined a projector and screen would be more useful – most Zoning applicants (and others) bring their own laptops. Commissioner Russell moved to authorize Chair McKinley to apply for the grant funds to be used to purchase a projector and screen. Commissioner Endicott seconded the motion and the motion was unanimously approved.

If purchased, Chair of the Planning Committee will be custodian of the equipment (currently Commissioner Weber).

- Commissioner Endicott initiated a conversation regarding notification requirements on public meetings. He indicated he requested this as an agenda item and to have the City Attorney’s office liaison present to provide advice but received no reply. At issue is a meeting requested by Councilmember Tyson regarding Z19-049 (Metro Development). As Zoning Chair, Commissioner Endicott addressed two significant concerns from this meeting:

- In forwarding the Webex meeting link to all Commissioners, Commissioner Endicott requested Commissioners interested in attending reply to him via email so he could get count of participants. Three Commissioners attended the meeting but did not reply and we ended up with a Quorum. Moving forward, the Zoning Chair should always get a count of Commissioners interested in attending prior to forwarding meeting details.
- Councilmember Tyson also specifically requested a meeting with just the Commission, indicating she would organize a subsequent public meeting should one be necessary. This information was communicated by the Zoning Chair to all Commissioners. One Commissioner forwarded the meeting invitation to one (and only one) interested resident.

Commissioner Cabral mentioned she did not think there should be meetings on zoning applications without nearby residents being invited to participate. Commissioner Endicott responded that he has communicated the same objection to CM Tyson's office, but they insisted that a full public meeting would be scheduled following an initial discussion with just the Area Commission. Commissioner Endicott urged to provide this feedback directly to City Council's Zoning Chair (currently CM Tyson) rather than disregard the instructions for the meeting and potentially violate public meeting laws.

Commissioner Endicott noted that as Chair of the Zoning Committee, he is ultimately responsible for ensuring that the public meetings requirements are adhered to and that he was extremely concerned that the instructions for this meeting were seemingly intentionally ignored.

- Chair McKinley reminded the Commission that a new Secretary will be needed by the next meeting. No Commissioner indicated interest. A discussion continued that funds may be available to hire a member of the community to serve as Secretary. Commissioner Cabral mentioned that she would put a request for volunteers from the community on our social media outlets.
- Department of Neighborhoods liaison Rebecca Deeds reminded the Commissioners to review the "Best Practices" template for Commission Bylaws for a discussion at the September meeting (or, at the latest, October).

Motion to adjourn at 7:56 by Commissioner Russell, second by Commissioner Endicott.

Respectfully Submitted,  
Brian Endicott, Secretary

Minutes Approved September 17, 2020