

# Ponderosa Mobile Home Park

## RLC Meeting Notes

**Notetakers:** Trestle Strategy Group, Kathy Schlereth

**Meeting Date:** June 3, 2019, 5-6:30PM

**Meeting Location:** Shining Mountain Waldorf School, High School Assembly Hall, 1179 Union Avenue.

**Attachment:** Presentation slides

**Key:**

- **Action Items**
- **Next Meeting Agenda Items**
- *[Notes providing context and/or additional information]*

### In Attendance

<b>RLC:</b> Karen Campbell Ed Zick Cesar Lopez Charissa Poteet Kathy Schlereth	<b>RLC Secretary:</b> Kathy Schlereth  <b>Community Members:</b> 10+  <b>Park Manager:</b> Greg Gustin	<b>City of Boulder:</b> Crystal Launder Kurt Firnhaber Leslie Pinkham  <b>Habitat For Humanity:</b> n/a	<b>Trestle Team:</b> Danica Powell Cole Meleyco Anne Kuechenmeister Angela Urrego (Interpretation)
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### Notes

#### Agenda Item 1: Call meeting to order, meeting rules review and agenda review

Anne:

- Meeting **called to order** at 5:03pm.
- Pretty packed agenda.
- Remember to sign in.
- Meeting rules: one person speaks at a time. Speak respectfully, even if we have different opinions.
- Angela Urrego present to translate because Marina is gone this week

#### Agenda Item 2: Debrief on last month's meeting

- Meeting notes: take a look to see if anyone wants to review or has any corrections or changes.
- Looking for a motion to approve last months notes: motion made by Charissa. Ed seconds. All vote to pass minutes unanimously.

#### Agenda Item 3: Reminder about the North Broadway Reconstruction Project Open House Meeting, Thursday, June 6, 5:00-7:00PM, Crest View Elementary School (1897 Sumac Avenue).

- Danica: a flyer went out for an open house at Crestview Elementary with the newsletter (mailed out on Friday, May 24).
  - Marina will be present to translate.
  - The flyer says that the City will provide updates for pedestrian/bicycle improvements happening along Broadway.

- **The City may be able to bring someone from the transportation department to discuss more with this group to our next RLC meeting.**
- It's not a housing division's project - it's a transportation project.
- Greg: any reason to go?
  - To learn about the project and see if there's any construction happening.
  - To get an update on Violet to 36.
- They will probably talk about all updates occurring in the area.
- Crystal: did anyone on the RLC look at the project's website?
  - Ed and Karen both have.
- Bernard: June 6th meeting on the North Broadway road update:
  - Everyone should have received a flyer.
  - Mailings should go out from the City regarding the work.
- Danica: the event is an open house, will probably include a large room with multiple maps and engineers taking questions.
  - May or may not include a formal presentation.
- Crystal: it's a good opportunity to talk to staff to ask questions and learn more.
- It's a preliminary design phase where they are asking for community input.
- Crystal: the project manager (transportation manager) asked for Ponderosa contact information. We believe they could be interested in having a meeting with Ed/the RLC.
  - Noreen Walsh with the City is the project manager.
- At some point there will be a flood mitigation project along the creek. Staff will seek input then.
- Greg: want to be clear that everyone is aware that staff is proposing to close the Broadway access point. This would impact all residents and residents are encouraged to go the event to have their voices heard.

## Agenda Item 4: Project updates

1. [Neighborhood Improvement Grant](#) application update - Anne
  - Grant awarded to community regarding mailboxes. Anne has started to look into options and costs, but we are looking for additional comments/input from the community.
  - Kathy: looking for guidance from whom? All?
    - Anne: everyone.
  - Photos have been pulled from the Internet to be shared with the community to provide a general idea on costs.
  - Will help the community prioritize what is needed most.
  - Karen: the current location of the mailbox will change?
    - Eventually they will but it's pricey to do so now.
    - We can use the same location for now and relocate later to save cost.
  - Mailbox images shown
    - Current: 5 for mailboxes and 2 for packages. New trends are not this way.
    - 16 new mailbox option
    - Other options that can go on the mailboxes:
      - Message board: \$10. Won't be very durable but is very cheap.
        - It's sticky, just sticks on. Acts like a white board.
      - Sandwich board: \$300
      - Key mounted bulletin board: \$300
        - Small
      - Brochure holder for monthly newsletter - cheap and could have multiple for multiple purposes.
    - Charissa: relocate bulletin boards existing on the manager office?

- Could potentially relocate them and better protect them.
  - Canopy roof bulletin board.
- Roofing options:
  - Simple canopy over the space is an option.
- USPS mailbox budget - 16 door boxes with 2 package doors = \$5,704 total
- Roof and communication board = \$2,000
- Volunteer labor and tools assumed
- Kathy: didn't the contract say new materials or something like that? Seemed like there was a clause in their that the mailbox had to be new?
  - Yes, that's how it reads.
  - At one point somebody was talking about reusing them?
  - Anne: talking about reusing the pedestal
- Kathy: does everything need to be new then?
  - Anne: only believe the mailboxes need to be new, don't believe everything included has to be new.
- Kathy: we believe our current mailboxes don't meet code.
  - Charissa: some of the mailboxes don't have locks or doors.
    - Greg: those aren't being used.
  - Kathy: my mail is getting wet.
    - Anne: This will be addressed with new mailboxes.
  - Karen: has USPS asked us to change them out?
    - Greg: no, they haven't but they have asked for a roof.
    - Resident - sounds like a roof would be good to keep the mail dry.
  - Karen: I assume USPS does not pay for any of these?
    - Anne: that's right, even for a new community.
  - Charissa: **table the discussion for future meetings.**
  - Danica: would it be helpful to add a recycling can by the mailboxes for junk mail?
    - There is a garbage can but would be nice to have something there.
  - Ed: I would like to see no car parking in front of the mailboxes anymore. People view it as an extra parking spot.
  - Anne: I have gotten donations from Home Depot and Lowes before. We may be able to find other resources.
    - Community member: I thought mailbox structure like this was only for apartment buildings, but now I see more of these in front of single family home communities.
  - Stan: concerned about having to rekey the mailboxes when someone moves.

## 2. Block party: June 22nd - Anne.

- Last year \$900 were spent. Budget this year is around \$500.
- Could do without the DJ this year (\$450 last year).
  - Ed and others didn't appreciate the music choice.
- Bounce house was a big hit for the kids (\$150 for last year).
- Food is good and piñata was fun.
- Anne: do people have priorities on what to cut back given cost?
  - Bounce house:
    - What about having only one bounce house (last year we got a good deal with the bounce house)?
      - Two bounce houses are safer - Greg will talk to them

- A lot of last year's budget isn't represented as a lot of people provided additional items to the party.
  - I.e. piñata
- Spent a lot of money on food last year but few ate it. Please bring your own food.
- Crystal: other mobile home parks have had parties similar to this, can look into getting input from them.
- Danica: we will need help setting up and taking down the party. Help from the community is appreciated.
  - Party providers are strict about their return policy.

### 3. City annexation update and RLC request - Danica

- Team is resubmitting June 19th and expect to receive comments 3 weeks later (week of July 10th)
- August 20th: petition is forwarded to City Council (consent agenda - no public hearing)
- September 5th: first public hearing with Planning Board.
  - Planning Board is a group of 7 people appointed by City Council
  - Will vote on the project, takes a majority to pass.
- September 17th: 1<sup>st</sup> reading ordinance City Council (consent agenda - no public hearing);
- October 1st: 2<sup>nd</sup> reading and Council Public hearing. Night meeting at 6pm.
  - Jill Grano left City Council.
  - Council will vote on the annexation and site review.
  - Takes a majority vote.
  - Sometimes they approve with conditions of approval.
- **Team will share all submitted documents with residents.**
  - Charissa: we heard there were two plans and that one was thrown out?
    - Danica: there was only plan submitted.
    - Charissa: Tina may have gotten some information that there was another plan being considered focusing on single family homes.
    - Danica: no, we have only focused on the one plan we are submitting.
    - Focusing on utility and transportation details. Changes focused on technical aspects.
    - City staff comments are uploaded to the website.
      - Comments have not been translated but we can translate them if requested.
    - Our team is still working off the same site plan.
- Residents can speak at all public hearings.
- We may **extend an invitation to the party to City Council** this year.
  - Bernard: absolutely.
- After Council approved the site plan, we enter technical documents (TECH Docs).
  - These are very detailed documents. These do not go public hearing.
- All dates listed above for hearings are tentative.
- Public comments can be taken at:
  - Sept 5th planning board at the City Council chambers building.
- Planning board meeting:
  - Staff presents. Project team presents. Public can speak.
  - Can sign up to speak at the meeting.
  - Charissa: is there a limit on the number of speakers?
    - No.
  - We will try to be first on the agenda, but sometimes we have to fight for that spot.
    - We will keep you updated about this.

## Agenda Item 5: 9 to 5 training dates

- Crystal: organizing 101 and know-your-rights training were the ideas that came up after the last meeting
- Luz came and spoke about training she offers for know your rights and leadership. She's making herself available to others.
  - Can we wait until the party to talk about it?
- Housing Workshop on Saturday, June 29th, 9:30-11am: trying to use the party as a reminder for residents to learn and ask questions.
  - The idea is to have 1.5 hours to provide detailed info to all residents (those who haven't been able to attend all meetings).
  - Location is the RLC meeting spot.
  - Child care, food and drinks, translation to be provided.
  - Announcement at the party will take place.

## Agenda Item 6: Questions & Answers

- Summer meeting locations?
  - Let's stay here in SMWS for future meetings.
- At last year's party, a few Rosewood residents and homeless shelter people did show up. We will try to do our best to keep this a Ponderosa event.
  - **Greg: will contact the current security people to have them be present at the party.**

## Agenda Item 7: Next Steps/Recap/Task List

1. July meeting date: July 1 (week of July 4), or July 8?
  - We are keeping the July 1st meeting. *[It was later decided that there won't be a meeting in July, due to the busy schedule at the end of June (block party June 22, workshop June 29).]*

Meeting adjourned by Charissa at 5:58 PM.

**Next RLC meeting is Monday, August 5, 2019 - 5:00-6:30 PM, at Shining Mountain Waldorf School, High School Assembly Hall (1179 Union Avenue).**

*All Residents are Welcomed.*

# RLC Meeting - Reunión del RLC

June 3, 2019 - 3 de junio del 2019

**Ponderosa  
Communication  
Center**

Ideas and Costs

# Current





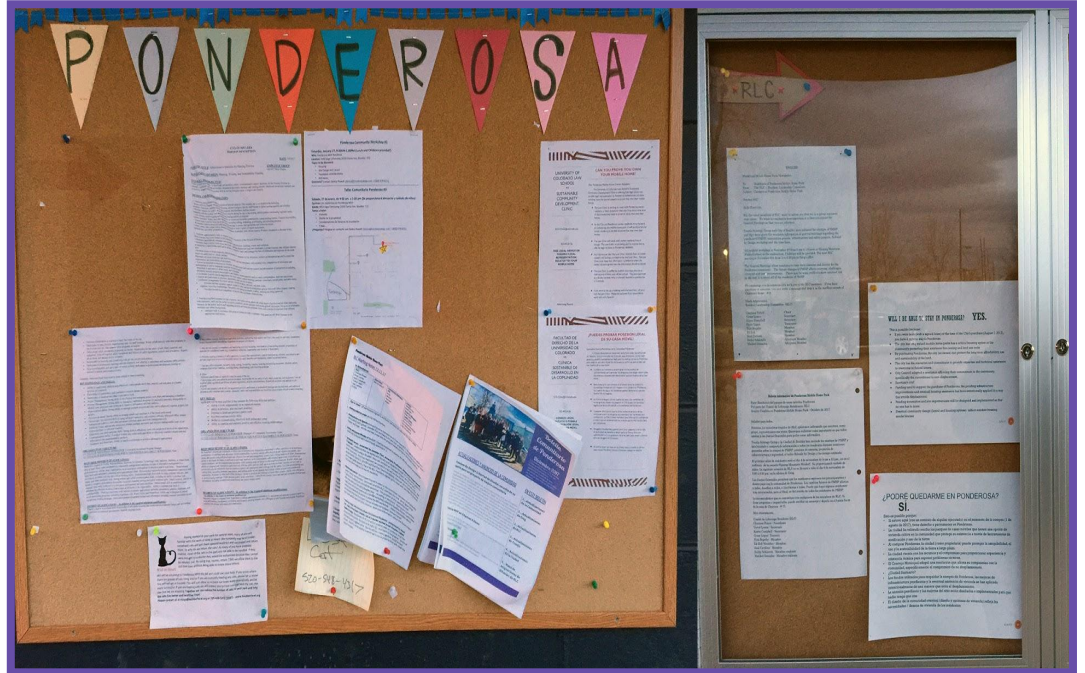
# Concepts and Ideas

1. Get new boxes and keep them where they are for now.
  - a. Costs less and can be moved when construction is under way.
  - b. We can use the current cement and anchor bolts for an easier install.
  - c. Buy 4 16-door boxes and one 8-door.  
Colors: green, gray, white, bronze and black.
  - d. Dimensions



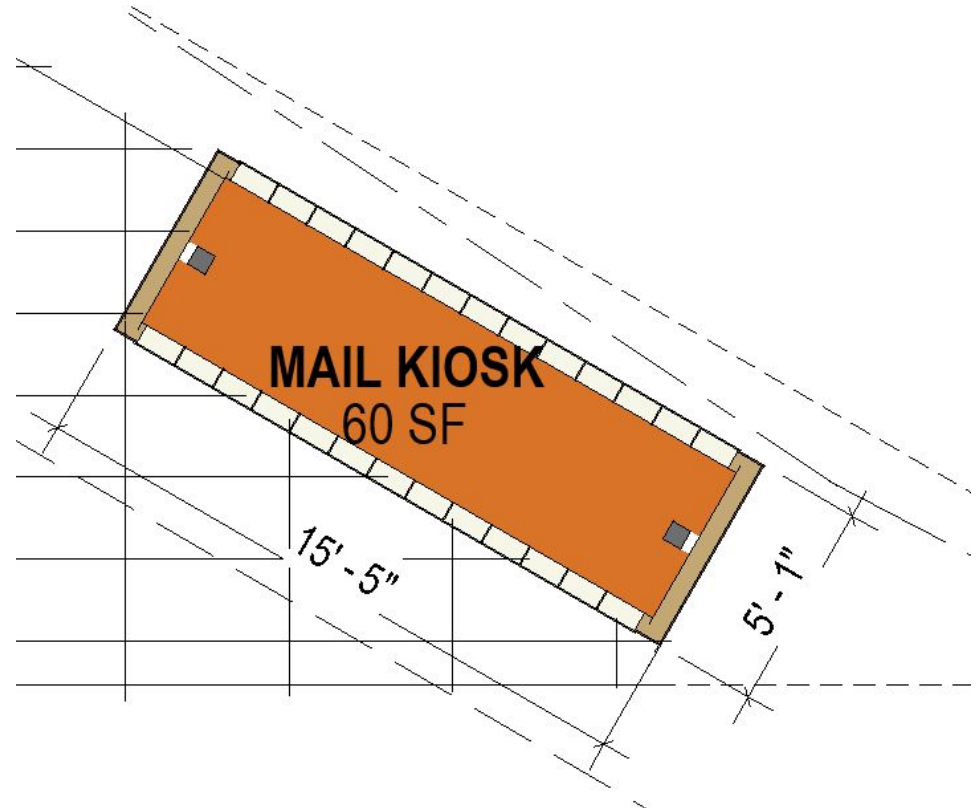
# Message Board

We will relocate the existing message board to the new communication center.



# Future Permanent Design

- 16 door cluster mailbox dimensions
  - 62" H x 30 ½ W x 17 ⅞ D (x4)
- 12 door cluster mailbox dimensions
  - 62" H x 30 ½ W x 17 ⅞ D (x1)
- Total 62"H x 152.5"W x 17 ⅞"D
- 76 door total cluster boxes would fit within the current design.



# Roof

# Budget Estimate

Task	Materials	Cost
Purchase USPS Mailboxes	<u>16 door boxes (includes two package doors) (x4)</u> 12 door cluster mailbox (x1)	\$1,200 x 4 =5,500 \$1,200 x 1 = 1,200 <b>Estimated Total: \$5,800 - \$6,502</b>
Build roof / Communication Board or box	Wood, screws, nails, blue, paint	\$2,000
Install in current location using existing cement pad	Tools	Volunteer Labor

**Other Topics**



# Party Budget

- Last year's budget: \$886.89.
  - Biggest cost was DJ: \$450
  - Rest of costs: \$436.89
  - Second biggest was bounce houses:\$150
- This year we have \$500 total.

## Annexation Process

Meeting Dates for annexation - Thursday, Sept 5th, 6pm @ City Council Chambers