

North Hills Community Association Board Meeting Agenda

**August 15, 2022 (August 14<sup>th</sup> draft)**

7:00 PM

**Meeting Via Zoom**

Join Zoom Meeting

<https://us02web.zoom.us/j/8233106183?pwd=L1FGMDdiODJacy90NDRNZ3M1V1c1UT09>

Meeting ID: 823 310 6183

Passcode: zYX35k

Dial by your location (same meeting ID, different passcode)

+1 669 900 6833 US (San Jose)

Meeting ID: 823 310 6183

Passcode: 566056

Find your local number: <https://us02web.zoom.us/u/kekD4XnEpk>

**Board Members**

Carolyn Burgess, Public Safety and Second Vice-Chair

Daniel Conolly, Garden Chair

Shivani Grover, Board Member

Steve Hanson - Chair

Chris Johnson –Treasurer

Donna Karch, Board Member

Nancy Mueller, Secretary

Vicki Olivera, Events Chair, Garden Co-Chair

Elizabeth Stage –Vice Chair

**1.Call to order**

**2.Introduction of Guests**

Please introduce yourselves

**3.Review, revision, and approval of agenda**

Placement of A's Stadium/Howard Terminal project in New Business

**4.Review, revision, and approval of draft minutes for July 25, 2022**

**5.Treasurer's Report, Chris**

a. Thanks to the ad hoc committee on new remit envelopes (Chris, Dan, and Nancy) and the donors to that project (Steve); they're being printed now in plenty of time for the Ice Cream Social 8/20.

a. Reports forthcoming

b. Other items to discuss or approve?

**6. Communications Committee, Chris**

a. Website update, donor button working and sponsor recognition (BrightView?, anything since Community Comeback 2021?)

- b. Dropbox access (and maybe some training for less experienced users?)
- c. Other issues for board discussion/participation/action?

**7. Public Safety Committee, Carolyn**

- a. Congratulations on the July 27<sup>th</sup> event to dedicate the bench for Police Officer Grubensky
- b. Report below
- c. Items for board discussion/participation/action?

**8. Garden Committee including Events, Dan and Vicki**

- a. Congratulations on the August 2<sup>nd</sup> Gateway National Night Out
- b. Ice Cream Social August 20<sup>th</sup> afternoon, thanks to everyone who's distributed flyers, what else is needed from board members?
- c. other items for board discussion/participation/action

**9. New Business**

- a. A's Stadium/Howard Terminal: Steve's email of August 14<sup>th</sup> at 6:02pm s summarizes his framing of this issue for our discussion
- b. Advocacy: Should Elizabeth report on Advocacy as a standing item on our agenda? If there's time, she will provide the information she reported at the July Oakland Firesafe Council meeting as an example. She is requesting input from the board regarding this suggestion.

**10. Old Business**

- a. Calendaring Nominations and Annual Meeting on subsequent board agendas
- b. Caldecott Lane improvements
- c. Other old business?

**Attachments**

- 1. Draft Board Minutes (5 pages)
- 2. Public Safety Committee Report (1 page)
- 3. Garden Committee Report, including Events (1 page)

## Attachment 1. Minutes NHCA Board July 25, 2022

Called to order at 7:04 pm by Vice Chair Elizabeth Stage

Board members

Present: Dan Conolly, Carolyn Burgess, Shivani Grover, Chris Johnson, Vicki Oliveira, Elizabeth Stage

Excused: Steve Hanson, Nancy Mueller

Guests: Donna Karch, Janani Ramachandran, D-4 candidate for City Council

**Minutes** from previous month's Board meeting moved and approved with the following correction, that Donna Karch is currently President of the Hiller Highlands Homeowners Association, having served as Secretary for many years.

**New Board member** Chris moved and Dan seconded the nomination of Donna Karch as a board member; approved unanimously. Donna said that she looks forward to raising funds for the garden from Hiller residents.

**Nominations and Annual Meeting Committee** Shivani Grover, chair; Carolyn, Dan, and Vicki members.

**Nominations** The committee has edited the board application form, will present at a later date for board consideration. Several people have come forward to identify themselves as interested in being considered.

**Annual Meeting** The committee recommended that the annual meeting should take place in March 2023, returning to the traditional timing, with hopes that the meeting can take place in person since it's unlikely that there will be a good turnout in person in Fall 2022; City of Oakland meetings are still being conducted remotely. The most recent Zoom annual meeting barely met the required quorum of twenty members while the in-person meetings have attracted 80-100 depending on the speaker. At the Highlands Country Club, the space has allowed for tables for committees and affiliated groups to provide information about what they do and how to get involved.

There are two important implications for this decision: There's more time for recruiting and vetting potential board members for the slate that will have to be approved by the board so that it can be posted on the website at least 30 days in advance (with the agenda). The current officers will need to continue their responsibilities until April 2023 when the newly elected board meets to elect officers (with the exception of the Public Safety Chair who has to be voted on by the membership). Chris said that he would talk with Steve (who can stay on the board until the next annual meeting) to see if he will continue to be engaged in our work and is willing to use this time to share his expertise and contacts with remaining board members to the extent that they are transferrable.

The recommendation of a March 2023 annual meeting was approved by consensus, with hopes that Steve and Nancy are willing and able to continue since Chris and Elizabeth said they were.

Finally, the committee is going to form two committees so that each has a reasonable workload; both will report to the board in the Fall as their work proceeds.

**Treasurer's report**, Chris provided a preliminary report in an email 7/25 that had a link to Dropbox, found some issues that needed to be fixed and would provide subsequently. There were expenses of Dora's fee for the website and Dropbox.

Chris, Dan, and Vicki were thanked for generating the thank you letters and getting them in the mail. There was an immediate response of ~\$700 in donations, about 20% of which were for the gardens. The donation amounts haven't changed in many years, start at \$25, and after a brief discussion, Chris volunteered to convene an ad hoc committee to draft a new donation envelope.

### **Communications report, Chris**

The donation function on the website was discussed; Dora is researching the problem and Chris will follow up.

Dropbox access has been a problem for Carolyn, new board members--Dan, Vicki, Shivani, and Donna--need access.

### **Public Safety Report, Carolyn**

The dedication of the bench for Police Officer Grubensky will take place on Wednesday, July 27<sup>th</sup>, 11:30-12:30pm, Firestorm Memorial Garden. We need volunteers to arrive at 10:30 and/or 11am,; please bring folding chairs and orange cones if you have them, help with set-up. Help greet OPD Chief LeRonne Armstrong, Marge Gibson Haskell- Councilmember from D-1 in 1991 and Howard Matis, who had contact with Grubensky during the fire, CM D-1 Dan Kalb and CM D-4 Sheng Thao, CM staff, OPD Honor Guard and assorted officers and patrol personnel, Angela Moore Neighborhood Services and Community members as well.

Thanks to Joe DeVries in the City Administrator's office, logs placed/replace on Grizzly Peak and Marlborough to make it harder to park and engage in potential fire-risk behavior: patrols will be available to enforce No Parking signs.

Public Safety Committee meeting scheduled for August 25th, CORE program (OFD Emergency Services) will attend. Brianna Horton Emergency Services Coordinator

No major crime issues reported. Catalytic converts still targeted.

### **Garden Report, Dan and Vicki**

There is a 5 month project to rejuvenate the two gardens, we are well on our way and past our halfway point. The project includes a volunteer plan and clean-up plan.

Activity Summary	Gateway Garden	Firestorm Memorial
BrightView Abatement	Completed (June 2022)	Completed (July 2022)
Maintenance Plan/Site Map	Completed (July 22)	In-Progress (Aug 2022)
Post BV Zone Detailing	In-Progress (July-Aug 2022)	N/A
Mulching will occur (400 man-hours)	Sept 2022	Sept 2022
Oakland Parks and Recreation Foundation	Aug 25th (2pm - 4pm)	Aug 25th (2pm - 4pm)
Chevron Corp	Sept 13, 14, 15 plus 20, 21, 22 (9am - 12 noon)	Sept 13, 14, 15 plus 20, 21, 22 (9am - 12 noon)
Sequoyah Church	Sept 24th (9am -12 noon, TBD)	Sept 24th (9am -12 noon, TBD)

BrightView thank you letter sent

OPD Grubensky memorial bench installed for July 27th ceremony

5x5x5 means

Over 5 months, May, June, July, Aug, Sept.

There will be \$ 5,000 worth of abatements

\$50,000 in goods, and volunteer services (400-man hours of volunteerism)

The hard costs were for dumping of BV waste debris

We have scheduled \$15,000 in mulch and volunteer time coming

We now have an annual plan for the gardens including a 13-zone work plan for Gateway Gardens. All fire prone plants have been removed (fountain grass, pepper trees, rosemary etc.)

After years of asking to see the garden planting plans, it turned out that David Leafhopper had them and nothing from the original plan is still there

Follow-up on the annex across from Gateway Gardens, NHCA has rejected the Oakland proposal that we assume responsibility for the area only if all irrigation maintenance responsibilities and liability become ours as well.

## **Events- Vicki**

-National Night Out on August 2<sup>nd</sup> 5-7pm at Gateway Garden for community members that do not have an organized neighborhood event to attend. Invitation to OFD Chief R. Freeman since he lives in our area.

-Aug 20<sup>th</sup> Ice Cream Social at Gateway Garden to promote NHCA, gardens and community involvement. Information tables with NHCA info etc.

For both events, Dreyers has donated ice cream and board member involvement is needed. Need board to be involved. Both events Dryers has donated the ice cream.

Notes taken by- Carolyn and Shivani, formatted into minutes by Elizabeth.

## Attachment 2. Public Safety Committee Report

Scheduled Public Safety Meeting Aug 25, 2022 7pm

- Area 2 Captain Rosin and Sargent Manguy to present report specific to 13Y
- Cert/Core presentation Oakland Community Preparedness and Response <https://www.oaklandcpandr.org/> Doug Mosher

Local crime issues. Will be discussed at the PSC Meeting.

Body found off Grizzly Peak. Police report person killed elsewhere then dumped.

Two houses entered and items stolen through unlocked doors.

Grizzly Peak Log barriers have been tampered with and in some cases chains cut, then rolled down the side of the hills.

Hwy 24 over cross Sports Park, a person living inside a car, had a gas grill for cooking. All should have been removed by 8/15, per Michael Hunt, Oakland Fire Department Chief of Staff.

# Attachment 3. August 15, 2022 Garden Report including Events

## Focus - Spring to Fall '22

Rejuvenate Gateway Garden (abatement, maintenance/site/volunteer plans, etc.)  
Rejuvenate Firestorm Memorial Garden (abatement, maintenance/site/volunteer plans, etc.)  
Refresh/Support the Garden Awareness & Fundraising Program (via multiple channels)

<u>Activity Summary</u>	<u>Gateway Garden</u>	<u>Firestorm Memorial</u>
BrightView Abatement	Completed (June '22)	Completed (July '22)
Maintenance Plan/Site Map	Completed (July '22)	In-Progress (Aug '22)
Post BV Zone Detailing	In-Progress (July-Aug '22)	NA
Mulching (400 man-hours)	Oct '22	Oct '22
Oakland Parks & Recreation Foundation	Aug 25th (2pm - 4pm)	
Chevron Corp	Sept 13, 14, 15 plus 20, 21, 22 (9am - 12 noon)	
Sequoyah Church	Sept 24th (9am -12 noon, TBD)	
Insurance Foundation	Oct 13, 20, 27 (9am – 12 noon)	
Garden Friday Volunteers	Each Friday 9-11am	

## Awareness & Fundraising

### **Completed**

Volunteer/donation sign w/flyer kiosk plus general garden sign installed (Gateway sign lowered)  
Volunteer schedule updated (posted to web site calendar - schedule to end of Oct '22)  
Summer garden newsletter (posted to web site, mailed w/donation thank you letter)  
Web site online donation link updated/operational

### **In-Progress**

Remittance envelope, and online, donation parameters updated w/garden option (Steve/Chris)  
Ice Cream Social & Fundraiser planning (Saturday, August 20th, 1- 4pm)

## Garden Events

July 27th - OPD Grubensky Bench Ceremony (completed, event details posted to the web site)  
Aug 2nd - National Night Out (completed, event details posted to the web site)  
Aug 20th - Ice Cream Social (communication via flyers, eblast, open forum, next door, web site, etc.)



# July '22 Garden Report

## Focus - Spring to Fall '22

1. Rejuvenate Gateway Garden (abatement, maintenance/site/volunteer plans, etc.)
2. Rejuvenate Firestorm Memorial Garden (abatement, maintenance/site/volunteer plans, etc.)
3. Refresh the Awareness & Fundraising Program (via multiple channels)

## What's 5 x 5 x 5?

### Activity Summary

### Gateway Garden

### Firestorm Memorial

BrightView Abatement

Completed (June '22)

Completed (July '22)

Maintenance Plan/Site Map

Completed (July '22)

In-Progress (Aug '22)

Post BV Zone Detailing

In-Progress (July-Aug '22)

NA

Mulching (400 man-hours)

Sept '22

Sept '22

Oakland Parks & Recreation Foundation  
Chevron Corp  
Sequoyah Church

Aug 25th (2pm - 4pm)  
Sept 13, 14, 15 plus 20, 21, 22 (9am - 12 noon)  
Sept 24th (9am -12 noon, TBD)

BrightView 'thank you' letter sent, OPD Grubensky bench installed (July 27th ceremony)

## Awareness & Fundraising

### Completed

- On site volunteer & donation sign w/flyer kiosk (i.e., Friday Garden Day)
- Volunteer schedule (posted to web site calendar)
- Summer garden newsletter (posted to web site, mailed w/donation thank you letter)
- Web site donation link updated (operational, \$ amounts, w/garden option)

### In-Progress

- Remittance envelope dollar amount update w/garden donation option (Chris)
- Ice cream social/fundraiser (Saturday, August 20th, 1-4pm)
- NHCA general garden sign (TBD, see attached, 48" x 96", \$434.54 each plus install)

# Firestorm Memorial Garden

Maintained by volunteers from the  
**North Hills Community Association**  
and local partners

Visit [www.northhillscommunity.org](http://www.northhillscommunity.org) for more information.