

CTM Meeting Minutes
February 1, 2016
Clifton Recreation Center

Present: Adam Balz, Kevin Marsh, Michael Moran, Ben Pantoja, Eric Urbas, Adam Hyland, Ashley Fritz, Joyce Rich, Eric Hinson, Peter Block, Malcolm Montgomery, Cindy Oakenfull, Rama Kasturi

Absent: Shaun McCance, Nicholas Hollan

A quorum is present. Meeting called to order at 7:00pm.

Police Report

Neighborhood Liaison Officer Nick Hageman shared STARS report.

Officer Hageman can be reached at 513.569.8527; email is nicholas.hageman@cincinnati-oh.gov. See the Clifton Community website for other police contact info on the Public Safety page.

Fire Report

Captain Ken Caldwell from Engine 34 reported that his company had various runs, but no major structure fires in the Clifton area during the past month.

Captain Caldwell can be reached at 513.352.2334; email is ken.caldwell@cincinnati-oh.gov; or visit the fire station on Ludlow Avenue.

Library Report

No library report was provided.

Recreation Center

Service Area Manager Tom Reese reported on various upcoming camps that happen when Cincinnati Public Schools has a holiday or teaching planning day. Online Rec Center Calendar is at

<http://cincyrec.org/search/basicprogram.aspx?k=Clifton%2BRecreation%2BCenter#results>

CCAC

CCAC Board member Fran Larkin reported on various upcoming events & current classes. You can find all of them online at CCAC calendar of events is at

<http://www.cliftonculturalarts.org/events/coming-events/>

In addition, their schedule of classes is at <http://www.cliftonculturalarts.org/classes/all-classes/>

CBPA

No report was provided.

Minutes of the January 2016 CTM meeting were approved as submitted.

Eye Candy Presentation on Possible Clifton Logo

Trustee Rich introduced Eye Candy and advised a brief history of the past year's worth of work performed on a pro bono basis. Eye Candy has already made the presentation to CBPA and Ludlow 21. Janet Creekmore and Jason Neal of Eye Candy displayed a logo concept including some with a color pallet. They would propose to launch the new look with pole banners, video(s), window decals, merchandise, and the website and related social media platforms. Amplify the launch through realtors and other key community organizations.

Next steps

Implement associated collateral

Tagline

Style Guidelines

Brand narrative.

While the main logo iconography concept looked like a lotus flower, Eye Candy did present some alternative versions that included gaslights.

Eye Candy would need a monthly retainer for the next 3-6 months to finalize the implementation of whatever logo iconography was chosen.

Trustee Block asked about why a budding lotus flower was chosen over the more iconic gaslight image. Janet advised that they had a large amount of emails and other feedback from the community that looked for a break away from the gaslight. There were 3 rounds of design efforts.

Trustee Montgomery thanked Eye Candy for their work and asked who owns the work completed thus far and what financial obligations exist. Janet advised that the original engagement was with Ludlow 21 Working Group. She advised that they work was being done for the benefit of the community, and therefore, she stated that the work would be owned by all the entities in the community. Montgomery followed up and asked if the full implementation was undertaken, then who would own. Janet repeated that the logo work was intended to be owned by the organizations within Clifton.

Trustee Hyland asked why Eye Candy moved away from the gaslight image. Jason advised that the original design round lead to a survey that generated a large amount of very well thought out feedback from the community. Eye Candy spent several hours reading through and considering this feedback to drive the additional rounds of design effort.

Resident Michael Burril felt positive about trending away from the gaslight icon. He thought something new could be a good thing.

What's the next step? Urbas advised the Board would review the proposal from Eye Candy.

Jan Checco of Ludlow 21 LLC requested a meeting amongst CTM, CBPA, Clifton Community Fund, and Ludlow 21 to discuss how to move forward with logo process.

Treasurers Report

Treasurer Shaun McCance was absent. Michael Moran reported on January results. \$48.73 income. Expenses \$100.

CTM has total assets/reserves of approx. \$71k with no outstanding liabilities.

Urbas moved to approve the Treasurer's report. Motion passed.

Executive Committee

Chairperson Eric Urbas advised the results of the Exec Comm meeting held on Jan 16. The Exec Comm will inform the full Board of any actions it takes / decisions made. Bicycle Resolution was sent following an email vote on the cover letter. The resolution was posted online in late January.

Urbas asked if the Business Committee had a motion for a Chairperson.

Trustee Montgomery made a motion to approve Peter Block as the Chairperson of the Business Committee with the understanding that the Committee unanimously agreed with this appointment after further consideration following the Committee's January meeting. Motion approved.

Urbas continued with other decisions made by the Exec. Comm.:

- Exec Comm would meet one week prior to the monthly CTM meeting to set the agenda so all Trustees.
- Two people will pickup the mail, open of all it, and distribute as needed.
- Will prefer email voting of the full Board as opposed to making the decision as an Exec Comm.

Urbas presented a document showing the roles of Chairpersons & Liaisons that the Exec Comm agreed upon.

CTM Chairperson and Liaison Roles

CTM Chairperson Role

Chairpersons are appointed to lead a group that has a specific set of priorities and goals that are important to CTM. Chairpersons are expected to lead their committee to accomplish the priorities approved by the board.

- 1) Set the date and time of meetings

- 2) Lead meetings and discussions
- 3) Distribute work assigned to the committee by the board and see that it is completed
- 4) Report progress to the board from time to time (at least quarterly)
- 5) Make recommendations for the following:
 - a) Priorities for the committee
 - b) Actions to be taken as a result of work of the committee

Committees and their members cannot do any of the following that is not already approved by the board:

1. Take on new goals or priorities
2. Apply for anything (grants, etc.)
3. Provide CTM's position to any outside organization on anything
4. Spend any unbudgeted funds
5. Spend any amount over 500\$ without specific board approval

Liaison Role

Liaisons are assigned as necessary to provide designated contacts for outside organizations that have frequent business that interests CTM. Liaisons are expected to be a portal for information between CTM and the outside organizations.

- 1) Attend the meetings of the outside organization when such attend is requested
- 2) Report important matters back to the board
- 3) Make recommendations to the board about actions to be taken regarding the outside organization.

Liaisons cannot do any of the following that is not already approved by the board:

1. Make agreements with the outside organization
2. Make commitments of any kind on behalf of CTM
3. Apply for anything (grants, etc.)
4. Provide CTM's position to the organization they are liaison for or any outside organization on anything

What committees, board members, liaisons can and should do:

1. Become familiar with, communicate, and explain the formally adopted policies, procedures, and positions of CTM, that others may know and understand them.
2. Solicit the response of others to the above, and convey those responses to those of us with related responsibilities, that we may know and understand them.

----- end of presented document -----

No vote or discussion occurred on this document.

Fundraising Committee

Chairperson Joyce Rich proposed goals/plans for 2016. Trustee Balz read the proposal because no printed version was available. Rich moved the Board approved these -- Written version below:

Priorities

- Establish a team of volunteers who are interested in CTM fundraising
- Meet or communicate via email with said team as needed to plan and execute goals

Goals

- On behalf of CTM, apply for available community grants including but not limited to the Neighborhood Business District Improvement Program (pre-application due February 19th) & the Safe and Clean Grant through Keep Cincinnati Beautiful in August.
- Research possibility of a CTM fundraising activity at CliftonFest
- Research possible items to be sold at Holidays on Ludlow to benefit CTM
- Research possibility of one annual fundraising event to benefit CTM

With these ideas in mind, if anyone is interested in any of these goals, please step forward.

Discussion: Pantoja asked about the Neighborhood Business District Improvement Program (NBDIP) application as it could be part of the Business Committee. Rich advised she has already sent an email to all Trustees who want to collaborate on the NBDIP applications so the entire Business Committee could join in that process. Rich also reminded that CPBA collaboration & agreement was a requirement of the NBDIP as well.

Motion approved.

Beautification Committee

Chairperson Adam Balz read aloud an email that was sent to the Trustees regarding goals and plans for 2016 as no written copy was available. Balz moved the Board approve these -- written version is below:

I believe that the goal of the Beautification Committee is to identify and engage opportunities to enhance the aesthetic of the Clifton community.

Actions

- Holiday decorations on Ludlow
- Summer flower pots on Ludlow
- Care and maintenance of the urns on Telford
- Maintain the bed at Richie's Restaurant
- Try to reestablish the bed at the Car Wash at Woolper and Vine
- Investigate other entry plantings
- Figure out status of lighting for poles on Telford

- Work with plaza working group to: replace flags on poles at the plaza and find maintenance gardener for the plaza

Motion to approve passed.

Website / Social Media Committee

Chairperson Eric Urbas presented Goals and Objectives for 2016 and moved the Board approve these:

1. Maintain and improve the function of the website and the social media outlets (Facebook, Twitter).
2. Publish to the website the following as the Committee and it's members or designees may manage.
 1. Information about the official actions of the board and its committees.
 2. Information provided to CTM for the purposes of public distribution when relevant to ongoing concerns of the board.
 3. Advertisement of Clifton Town Meeting events or events which CTM plays a significant financial or volunteer role.
 4. General information about the community, its businesses, and institutions.
3. Advertise through the website and social media outlets about specific events as confirmed by the board through the appropriate committee or directly.
4. Provide a community accessible calendar that allows community input that is monitored by the committee or its designees.
5. Liking and sharing of Clifton Town Meeting events or events that CTM plays a financial/volunteer role or other community events of public interest or public events that showcase the community in a positive way.

*** Note the Goals and Objectives above shows the final amended language ***

Discussion: Marsh asked if social media advertising meant sharing / liking. Marsh noted that we do share and like many community social media posts since it is free and helps those posts get more readers. Urbas agreed and modified the language to include sharing / liking.

Motion passed.

Business Committee

Trustee Montgomery submitted a report from a meeting of the Committee on Jan 16. Montgomery highlighted various points to the Trustees.

Report of the CTM Business Committee for the Month of January, 2016

Submitted to the Board Of Trustees February 1, 2016

Edited for clarity and accuracy, resubmitted to board secretary February 25, 2016

The business committee met on January 16, 2016. All members were present: Peter Block, Adam Hyland, Ben Pantoja, and Malcolm Montgomery. The committee nominated and elected Montgomery as its recommendation for the committee chair. All members of the committee are new and not get able to articulate the goals and objectives, but will endeavor to do so as quickly as possible.

Believing that good working relationships with Clifton businesses and other entities having an interest in the development of the business district, the committee felt that it was important to establish liaison with them. That list includes CBPA, Uptown Consortium, Neighborhoods of Uptown, Ludlow 21. Others maybe added. Block and Montgomery agreed to attend the upcoming CBPA meeting.

The committee agreed to schedule two standing meetings each month: one during a time convenient for its working members, and another during a time convenient for business owners to attend. Dates were set for the first such meetings (February 11 at 6 PM at Montgomery's home for working members; other dates were tentative; Hyland agreed to discuss favorable times and dates with business owners during his frequent communications with them about other matters.

The committee agreed to recruit more members, including those who have participated in the past and/or have related interest, knowledge, or expertise.

Block and Montgomery attended the CBPA meeting on January 25. CTM trustee Joyce Rich, previously on the business committee and still active in several business district-related matters, attended also.

Previous officers were reelected: Jack Brand, president; Lydia, vice president. Lydia is leading an initiative to establish an Entertainment District on Ludlow, boundaries and details to be established. This would allow many more establishments to get liquor permits at nearly 95% discount. Besides improving the bottom line for the permit holders, the ED would most likely bring more people to the business district to the betterment of all businesses and therefore the whole neighborhood. Lydia anticipated no opposition from any merchants, except some current holders of standard liquor licenses, because they might be concerned about potential competition. She felt that would be outweighed by the influx of new customers, however. Music on the Plaza would be permitted to run until 11 PM instead of 9 PM at present, if we do get an entertainment district designation. However, it would still be up to the owners of the Plaza to decide whether to set an earlier ending time, since it is private property. There may be other potential implications of an entertainment district, such as allowing open containers of alcoholic beverages on the street. There are many questions to be answered before filing an application, which would need CTM's support. Lydia is in the process of gathering information and will inform the CBPA, and CTM via the business committee's liaison.

Housing & Zoning Committee

Chairperson Adam Hyland reported that the home on 3530 Middleton got its variance approved. ** Refer to Jan 2016 minutes for details on this topic **

537 McAlpin demolition and possible property subdivision

Hyland spoke with some members of City Council about the progress but did not advise a position of CTM. He said that Councilmember Simpson's office was taking the lead.

2016 Goals & Objectives

Hyland advised that he would be getting a consensus of Committee members for goals / priorities of 2016 for review by the full Board at a future meeting. Hyland advised the Committee needs more members to allow for capacity to respond in busier months as well as to engage further in the community.

Transportation Committee

Chairperson Mike Schur submitted the report below. In Schur's absence, Committee member Marsh highlighted various points.

Summary of Meeting between CTM Transportation Committee and City of Cincinnati DOTE, January 22, 2016

Prepared by Mike Schur, CTM Transportation Committee Chair

CTM Attendees: Mike Schur

DOTe: Attendees: Michael Moore (Director), Dennis Lechlak (Traffic Engineer)

After introductions, M.S. reviewed the CTM transportation objectives and priorities for 2016.

Collaboration and Partnering: M.M. expressed a desire for DOTe to partner with CTM. Initially, this would be to improve communications and for DOTe to share information with the community. CTM would receive information about projects and issues and be in a better position to communicate and field questions from the community. M.S. stated CTM wanted to work with DOTe to implement solutions that the community supports as a priority. M.S. recommend we create an email address to accept (and send if needed) transportation-related communications, i.e. transportation@cliftoncommunity.org. The Chairperson (M.S.) can monitor this email inbox.

McAlpin and Ruther: M.M. stated that the work order has been placed to lower the speed limits on McAlpin and Ruther to 25 MPH. No word on Vine Street, it was stated that it needs ODOT approval since it is a state route. D.L. stated the traffic studies on the three streets did not indicate a reduction of speed was warranted, but DOTe is doing it for McAlpin and Ruther "under statute" (not sure exactly what that means, but it was taken by M.S. it to mean DOTe has the authority to make changes anyway).

General Traffic calming: M.S. expressed that, in general, Cliftonites feel cars are traveling with too high of speed through the neighborhood. M.S. explained that the Hopple Street interchange construction was amplifying an existing, long running problem. M.S. also added that the MLK East project will probably further impact the situation. D.L. felt it was an enforcement issue, and there was little DOTe could do. M.S. disagreed that this was solely an enforcement issues and stated this will continue to be an issue in Clifton and we must look for solutions together. M.M. suggested that CTM identifies areas of demand and make the case to DOTe in an objective way.

More Crosswalks: M.S. explained that the community desires more marked crosswalks, particularly across Ludlow/Jefferson near the new library and across Ludlow East of Denore Park. D.L. explained that there are defined studies used to indicate when a crosswalk is warranted. CTM will need to demonstrate need and provide real-world, objective statements/quotes in order to have the need more crosswalks considered since the traffic studies require a high bar to qualify on those grounds alone. CTM need to identify areas of demand and make the case in an objective way.

Bicycle infrastructure: M.S. explained that there is considerable bike traffic through Clifton. There is a need to have cyclists feel safer and welcome on the streets. D.L. asked what was needed. M.S. stated that in the short term there is an opportunity is to increase road markings (e.g., sharrows) and signage (e.g., bicycles may use full lane) wherever possible. The longer term would be to pursue bike lanes on roads where speed the limit is >25 MPH. M.M. mentioned a climbing lane on south side of Ludlow from Cincinnati State to the business district as something to investigate. DOTE recommended that CTM get involved with local advocacy groups such as Queen City Bike. M.M. stated there might be funds to put on a "City Streets" event on Ludlow where the the street is closed to automobile traffic for a few hours on a weekend and open to people and bikes.

Clifton Hills Barrier: DOTE recommended to wait until the interstate ramps to/from Central Parkway are closed to take action on partial barrier.

Next Steps: Next meeting to be held in April in Clifton. M.S. recommends CTM identify our next priority and meet at the site(s) to discuss and illustrate the specific needs and opportunities of Clifton with DOTE.

Audience member had a question on cross walk near Public Library across Clifton Avenue at Brookline. Marsh advised that DOTE has a process including pedestrian counts to drive the installation of various levels of cross walks. CTM will need to help drive this topic forward with other organizations such as the Public Library and the Fairview-Clifton German Language School.

Audience member had a question on bicycle path(s) on Martin Luther King Drive that are supposed to be part of the renovation plans for that road. Marsh advised he was unaware of these details and would take them back to the Committee for review / research.

Public Safety Committee

Chairperson Kevin Marsh presented priorities / goals for 2016 and moved these be approved by the Board:

Public Safety Committee

This Committee restarted in 2015 after being dormant for at least 5 years. Committee focus is on more strategic focus areas, not to be a "chase the latest hot issue" group.

Priorities

- Agreed to quarterly meetings with CPD D5
- Coordinate with Transportation Committee on overlap issues (example: crosswalks)
- Support Citizens on Patrol as this effort can add large value to community safety
- Priorities input from the community
 - Personal safety
 - Drug dealing
 - Panhandling
 - Theft from auto
 - Educate community
 - How to be safer & reduce risk of crime to person / property
 - Police responses - what and why

Next Steps for the Committee

- Continue to collect community feedback.
- Investigate OTR and Northside public safety meeting models
- Develop police responses document
- Keep community website Public Safety section refreshed with information

Motion was approved.

Parks Committee

Chairperson Rama Kasturi read priorities for 2016 and moved the Board approved these:

Priorities for 2016

- Organize volunteer activities (e.g., invasive honeysuckle eradication) in Clifton Parks in conjunction with Cincinnati Parks, and community partners (Tri-Health, CTM)
- Support better use of the parks by finding ways to bring people into the parks in partnership with Cincinnati Parks and community partners
- Maintain lines of communication with both the Superintendent of Parks for Planning and Design and Park Operations to allow citizen voices and concerns/suggestions to be heard
- Work with Cincinnati Parks to ensure community input on 2007 Masterplan for Burnet Woods when the plan is revisited
- Hold meetings with committee and community as necessary and update community on relevant park information via CTM meetings and website

Discussion: Kasturi reported that the Parks Dept. has advised that it will not be possible to put a dog park into any park in Clifton due to a variety of requirements that cannot be met including size. Also, the Parks Dept. has advised that off road bicycling trails are also not possible in Clifton Parks due to the damage to the plants.

Trustee Block asked the Parks Committee to work with Public Safety Committee due to drug dealing in the parks.

Trustee Moran requested that community feedback sessions be setup this year and future years to capture desires for capital improvements. He moved to amend the motion accordingly. Motion to amend passed.

Motion to pass the amended priorities for 2016 passed.

Trustee Updates / Announcements

Urbas introduced Trustee Cindy Oakenfull.

Balz thanked Clifton Market for use of their building to sort out the decorations removed from Holidays on Ludlow. Fire Dept. is positive about CTM storing items there now. Trustees should coordinate access via himself or Trustee Urbas, and they should not approach the Fire Dept. directly for access.

Rich – Ludlow 21 eighth public forum meeting on Feb 23. Economic feasibility of development discussions and also Urban Land Institute TAP program. The Aesthetics Committee of Ludlow 21 approached Uptown Consortium do to a Ludlow Avenue Corridor Master Plan update for the Business District. Uptown has agreed to grant \$20,000 to Ludlow 21 in support of this proposal.

Hinson – meeting tomorrow with CliftonFest Event sub-committee to discuss what an effective booth would look like.

Public Q&A

Vicki Black – asked Trustees for any available content for the upcoming Clifton Chronicle including Committee information.

Michael Burrill – suggested that project prioritization should be undertaken before money is available for parks projects. Doing the project wish list making after the money is available is exactly backwards from the normal process of project planning. Mr. Burrill was a key member of the UC staff for capital improvements during the past decades. Mr. Burrill described being at another community council meeting where paper forms were passed out to collect feedback.

Adjournment/next meeting

Trustees voted to adjourn the meeting at 8:30 p.m.

The next CTM meeting is at 7 p.m., Monday, March 7, 2016, at the Clifton Recreation Center.

Respectfully submitted by Kevin Marsh, CTM Secretary