



Summit West Neighborhood District Board Meeting Agenda

In Person:

Westside Church, Community Center - Downstairs Conference Room

2051 NW Shevlin Park Road

July 8, 2025, 6 PM to 7:30 PM

Date	July 8, 2025, Westside Church
Board members present	<ul style="list-style-type: none">Cheryl Stark (Chair)Kat Holoch (Land Use Chair)Robin Church (Emergency Preparedness)Madelyn Nasser (Secretary)
Public present	None (in person, or Zoom)
Call to order	6:03PM CS called the meeting to order
Verification of quorum	Quorum established
Approval of previous meeting minutes	Minutes from May (MN motion, CS 2 nd , unanimous)

- Board Related

- General Meeting June – Feedback, best practices for the future
 - Nametags – two kinds: attendee and board
 - No “dinner” required – waters, cookies, snacks only
 - Resource tables were great (SWAG)
 - Presentation feedback very positive – need to remind presenters to stick to time, stay high-level
 - Potentially a panel type format for presentations vs speakers
 - Spend more time talking about opportunity of being on board, benefits of being involved...
 - Good location, worth it to have Westside Church (location of meeting) set up, take down
 - Good to have a “topic” or “theme” – Survey in January to identify potential topics
 - How to increase attendance? Yard signs, posters at Grove?
 - Good timing 5-6 open house, 6-8 meeting, good location

- City Feedback – Consultant RFP, Awareness Campaign Questions – see below
- Community Related
 - Next Coffee and Conversation is Saturday July 26th – Steve Platt will be our guest
- City Related:
 - Mobile Radar – FYI, top 3 requests have been submitted to the city
 - Wildfire Prevention Workshop and Round Table Feedback (if time)
- Treasurer Update and Funding Requests
 - Final Budget for 2024 -2025 fiscal year
 - Rene to provide new budget information to the ND's
- Board Updates
 - Natalie Huberman resigned as of July 1, 2025 – Vice-chair / membership now open
- Public Comment
- Adjournment

Board updates	
Public comment	None
Adjournment	7:29PM CS motions to adjourn (KH seconds), unanimous approval

Questions for Feedback to the city on RFP for Neighborhood District Support

Questions:

- What projects have you advocated* for and seen success?
 - Emergency Preparedness – facilitating with city and ND
 - Transportation – survey for mobile speed unit
 - Where community wanted to see improvements NSSP
 - Transportation utility fee (TUF) – phased in based on ND input
 - (*We are not advocates – our role is strictly to bridge communication between ND and city)
- What is your primary overarching goal as a neighborhood district?
 - Facilitate communication between ND and City
 - Foster community
 - Support Summit West resident involvement in City programs and assignments (boards, committees)
- How do you set goals?
 - Generally – understand local resources, compare with other ND
- Can you share some examples of current actionable goals?
 - For Emergency Preparedness – identify gaps, measure FireWise community activation, used our map to identify sub-division targets
 - Has gone from 4, additional 5 applied, several in-process
 - For Membership – measure existing list against known sub-divisions, identify areas with low penetration to be potential targets for outreach

- Membership postcard mailed to specific neighborhoods, same with door tags
- Although we have no specific goals around land use and transportation our overall goal is to quickly and accurately communicate updates and opportunities for feedback to the ND. Give our neighbors a voice.
- Why did you join the board of your neighborhood district?
 - Community – know and serve your neighbors
- How do you communicate with residents in your district?
 - Email, website, mailing, door tags, monthly coffee and conversation
 - Email (61% preference from survey, 75% open rate), Website (15% preference from survey)
- How do you welcome new residents? Do you have a strategy or protocol for tracking when new residents move in and how to welcome them? If so, is this limited to new homeowners, or do you have a strategy to welcome new renters as well?
 - We don't have access to that information
- What are possible barriers to joining a neighborhood district?
 - People don't know what the ND does, what ND they live in, what the benefits are
 - People don't know they have to sign up and are uncertain about a cost
 - People think it is their HOA
 - People are too busy
- Are renters in your neighborhood district engaged?
 - We don't have access to that information
- What would you like engagement with City Council to look like?
 - Opportunity for us to communicate our neighborhood's opinions. Roundtable process was good
 - Having a point person is helpful
 - Keep asking for ND feedback, keep providing us with information on City goals and plans
- What does it mean to be a neighbor?
 - Old fashioned taking care of others – greeting, helping, spending time together
 - Shoveling sidewalks, caring for packages, dog walking
 - Getting together to celebrate and to care for others
 - Outside activities – walks, pickleball, happy hours...

Our priorities from a ND support organization:

1. Newsletter polish and best practices
2. Recruitment for board members and volunteers
3. Build and maintain membership
4. Planning and organizing events