



FPNA Board Meeting Minutes  
Tuesday, September 10, 2024  
2220 N. Heliotrope Dr.

**Board Members:**

President	Craig Kalthoff-Patti
First President (Sponsorship)	Stephanie Miles
Co-Second Vice President	Chris Switzer
Co-Second Vice President	Beth Hoffman
Secretary	Britiny Cecil
Treasurer	Peter Christoffersen
Parliamentarian	Julie Humphreys
Co-Communications Director	Jessica Carr
Co-Communications Director	Mason Nakamura
Social Director	Allyson Thompson
Co-Membership Director	Kevin Shuler
Co-Membership Director	Chris Rosas
Home Tour Director	Sandy DeAngelis

The **June FPNA Board Meeting** was called to order at 7:03 p.m. on September 10<sup>th</sup>, 2024, at the home of the Treasurer, Peter Christoffersen. The above Directors attended, with the exception of Julie Humphreys Jessica Carr, Mason Nakamura and Allyson Thompson. As the minimum number of Directors were present to constitute a quorum, we proceeded and were joined by neighbors, Ed Athey, Jeff Katz, Janelle and Mark McLoughlin, and Dr. Eamon Garces. Ed Athey, Jeff Katz and Dr. Eamon Graces came to observe. Janella and Mark McLoughlin attended the board meeting to discuss the Historic monuments.

A Motion to **approve the August 13, 2024, FPNA Board Meeting Minutes** was made by Peter Christoffersen and seconded by Kevin Shuler. The Motion passed by unanimous vote.

**Board Reports:**

The *Compendium of Board Reports*, prepared and submitted to the President prior to the Board Meeting is attached to these Minutes. The Board Reports are incorporated herein by

reference.

**Beautification:**

Beth Hoffman spoke with CalTrans again about cleaning up at the Broadway Exit and was informed that a crew will be sent out within the month. Chris Switzer discussed the planting of the eight Holly Oak trees, the trees are on backorder and as soon as they come in Floral Park is next in line for planting. There are two more homes that are on the list to get trees in September.

**Sponsorship:**

The next sponsorship meeting will be held on October 10<sup>th</sup>.

**Home Tour:**

The Home Tour board report was passed out to the other board members. Two members of the neighborhood joined the Home Tour committee, Wendy Currin and Eric Finley. Wendy will be in charge of Docent Management and Eric will be in charge of Program design and Sponsorship Sales. Home Tour is looking for more volunteers to join the committee, for people who are interested. They are looking for someone to handle Public Relations, a Photographer, support for the Car Show.

The Home Tour will be south of Santa Clara on Victoria, Geenleaf, and Ross April 26-27th 2025.

**Volunteers:**

Craig and Darlene Glenn-Wolff spoke by phone. They spoke about the need to solicit volunteers in the neighborhood, Darlene Glenn-Wolff offered to write a short and long version article on “what it means to be a FPNA volunteer.” Darlene Glenn-Wolff wrote a document explaining what it means to be a volunteer in Floral Park. The thought was to present the short article during the General Meeting and to bring the longer version article in the next Newsletter publication to inform the Floral Park neighbors.

**Board Minutes Inquires:**

There was an inquiry from a neighbor on Heliotrope Dr. regarding the Board Meeting Minutes not being posted to the website, specifically the January 17, 2023, minutes. Craig and Peter wrote a letter to the address the concern and spoke with the neighbor on Heliotrope. The January 17<sup>th</sup>, 2023, minutes will be posted to the website and the Board will ensure Board Meeting Minutes will be posted to the website each month after they have been approved by the Board.

The conflict resolution letter is included with the minutes. The letter addresses that FPNA Board, per the standing rules, provides that the Board will not get involved with neighbor-to-neighbor disputes, the board will not get involved with neighbor and city or outside vendor complaints.

**Old Business**

**Communications, Newsletter Update:**

No update was given, the communications chairs were unable to attend the Board Meeting.

**Historic District Monument:**

It is still in process with the city. The cost went up from \$100k to \$108K, and it is believed Floral Park is responsible for the additional amount. It will be discussed during the budget portion of the meeting on increasing the budget.

**Block Caption Update:**

All streets now have block captains in total 15 blocks are covered and there are a22 block captains. A few streets have co-captains. Previously the block captains were paying for the mixer out of pocket, now each captain will be given a budget for one mixer on each block. The block captains will be the liaison for the Membership Committee and Board regarding the neighbors. The block captains will report any information directly to the Co-Chair Membership Directors.

**Greenleaf/18<sup>th</sup> St. Signage:**

A letter went out to the neighbors on Greenleaf St. and 18<sup>th</sup> St., it was well received and Craig received positive feedback.

**New Business**

**2025 Budget Planning:**

Peter Christoffersen presented the financial report with a focus on committee budgets. August was not a very busy month, but there is a lot coming up. The Fall Concert will be held on Saturday, September 21<sup>st</sup>. Sponsorship is doing well, most donations come at the end of the year.

The Communications budget is changing a bit. More money has been spent than what was coming in from sponsors for the Gazette in the past. Many sponsors paid in full for the year. The Gazette is being worked on/revamped; one more will be going out this year. FPNA wants to ensure the sponsors are taken care of. In 2025, the Gazette will go down to 4 issues year, this will help with the budget. There have been some challenges with the website, but it is being worked on. They are working to assemble a communications team moving forward.

A volunteer budget has been added to the Social budget. The Memorial Day Event budget has been increased. The Subcommittees that were discussed during the August 13<sup>th</sup> Board meeting have been added under Social. Craig would like to evaluate the additional subcommittees after the first year to see how it is going under the Social Chair.

Home Tour is going to add a little more to the budget to cover the miscellaneous items. A proposal to raise Home Tour contributions to the Sponsorship fund was discussed, alongside the need for neighborhood input on the fund allocation. Peter Christoffersen increasing the Home Tour donation from 15% to 30% for 2025, for donations and scholarships. This idea will be a good discussion topic for the General Meeting, to get the neighborhood input and will save a motion for the October meeting. There was also discussion about how the Membership survey that went out will be helpful to figure out what to do with the donations, as the majority of the survey respondents responded with wanting to put more money back into the neighborhood.

Historic budget was discussed regarding the Monuments. Janelle McLoughlin a Floral Park neighbor, discussed the Historic Monument budget and how the money was supposed to be originally allocated. The city originally said it would be \$76,000 to build and the cost was presented at the May 14<sup>th</sup>, 2024, meeting, the amount has increased by \$8,000. There was no contract set up with the city, FPNA may be responsible for the increased price. The monuments were supposed to be installed in July but it is still waiting on approvals from the city. A plaque is also coming that Bev Schauwecker designed.

Membership is looking to increase their revenue. The survey was distributed and well received by the neighborhood, over 80 neighbors filled out the survey.

Beautification has added a volunteer application budget and \$6,000 to plant new trees in 2025. Chris Switzer is asking the city to clean up the Sarah May Downie Walkways, as these were the original walkways. Janelle McLoughlin brought up the need for budget for benches, it was discussed that normally the benches are purchased by an individual and donated.

Budget was allocated for Care and Compassion, there was discussion as to what committee it will be part of and members are needed. The Block Captains and the Membership survey was brought up to help find out what neighbors are in need of. The board would like to discuss Care and Compassion in detail at a later date.

Donations/Charitable are not part of sponsorship money, these donations are for the Board to decided. **Peter Christoffersen made two motions** 1) to donate \$1,000 to the Santa Ana Historic Preservation Society and 2) to donate \$1,000 to the Assistance League of Santa Ana, where the FPNA September General Meeting will be held. Seconded by Beth Hoffman, approved by all.

General/Administration budget was discussed, we have a good inventory of flags to sell. The budget for stationery, general meeting, insurance, and storage were increased. More stationery will need to be purchased next year, FPNA is running low on envelopes and letterhead. The general meeting budget was increased to have better events the neighbors would like to attend

and enjoy. Peter Christoffersen anticipates insurance costs will go up and he would like to pay for the storage unit in full again if discounts are given.

The Board approval for the 2025 budget will be in October and will be presented for approval to the neighborhood at the General Meeting on November 14<sup>th</sup>.

Peter Christoffersen will review the Membership Survey and would like to discuss at the general meeting on September 12, 2024.

### **General Board Meeting Planning:**

The general meeting will be held on September 12<sup>th</sup>. Craig would like to introduce the Board at the beginning of the meeting. The Membership survey will be summarized by Peter Christoffersen. Kevin Shuler and Chris Rosas will introduce the block captains, and there will be an update to the website progress.

Traffic is a concern in the neighborhood, and this will be addressed at the general meeting as well, some main points of concern are 19<sup>th</sup> and Ross, and Santa Clara and Heliotrope. The city has been more responsive and has brought SAPD into help with the speed and motorist not stopping at some stop signs in the above locations, causing a potential auto/pedestrian accidents. In 2012 the city proposed roundabouts. Craig Kalthoff-Patti stated that per Public Works Department, roundabouts at Flower and North Park/Riverside would cost approximately 2 million dollars, which was not an option.

Janelle McLoughlin addressed the committee regarding the May 14, 2024, Board Meeting where the historic light pole crown project was presented. It was not added to the meeting minutes and Janelle McLoughlin would like to discuss adding Historic crowns to the light poles in the neighborhood. Two Hundred crowns are needed, with a cost of \$85,443 for the original historic look. There was a discussion in the past with the city to add these as part of the \$100,000 project, but she is not sure if this is still part of that original budget. The light poles have different light colors and look different, the goal is to have all the single light poles have the same light color and crown. The double light poles will remain. The board would like to discuss the light pole crowns during the September 12<sup>th</sup> General Board Meeting.

Dylan Almendral sent Peter Christoffersen a list of items that are to be considered regarding new construction in Floral Park, now that Floral Park is part of the National Historic Registry. The link is listed below.

[www.nps.gov/subjects/taxincetives/new-construction-in-historic-properties.htm](http://www.nps.gov/subjects/taxincetives/new-construction-in-historic-properties.htm)

The next board meeting on October 8<sup>th</sup> will be at Allyson Thompson's house. The next General Meeting for budget approval will be held November 14, 2024 at 6:30pm at the Aisstance League of Santa Ana.

The next general meeting will be on November 1th at the Assistance League of Santa Ana, again.

A **Motion to Adjourn** at 8:45 p.m. was made by Peter Christoffersen and seconded by Beth Hoffman. All were in favor.

**Calendar of 2024 FPNA Events:**

Saturday, September 21 <sup>st</sup>	Fall Concert
Sunday, October 6 <sup>th</sup>	Pacific Symphony
Tuesday, October 29 <sup>th</sup>	Walk of Frights
Saturday, November 9 <sup>th</sup>	Chili Cook Off
Saturday, December 14 <sup>th</sup>	Holiday Event
December (TBD)	Walk of Lights

**Board Meetings**

Tuesday, October 8 <sup>th</sup>	Allyson Thompson's Home
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**General Meetings**

Thursday, September 12 <sup>th</sup>	Assistance League of Santa Ana
Thursday, November 14 <sup>th</sup>	Assistance League of Santa Ana (Budget)

**Calendar of 2025 FPNA Events:**

Saturday, April 19 <sup>th</sup>	Opening Night Gala
Saturday & Sunday, April 26 & 27	Home Tour
Saturday, May 3 <sup>rd</sup>	Sock Hop (Floral Park and West Floral Park)
Saturday, June 28 <sup>th</sup>	Freedom Fest
Saturday, October 4 <sup>th</sup>	Fall Concert
Saturday, December 13 <sup>th</sup>	Holiday Event