

## **Minutes Neighborhood Advisory Commission October 5, 2011**

**Minutes of the Neighborhood Advisory Commission (NAC) held on October 5, 2011, 5:34 – 7:00 p.m., at City Hall, 31 E. 5<sup>th</sup> Street, 3rd Floor Conference Room, Tempe, Arizona.**

**(MEMBERS) Present:** Gary Johnson, Britney Scott Kaufmann, Joochul Kim, Ira King, Angela Lopez, Robert Miller, Joe Pospicil, Lisa Roach, John Sanborn, Scott Smas, Bill Wagner, Michael Wasko

**(MEMBERS) Excused Absences:** Karen Adams, Nancy Buell, Maureen Decindis, Pete DeMott, Ann Lynn DiDomenico, Josephine McNamara, Leonard Montenegro

**(MEMBERS) Unexcused Absences:** Michael Pickett

**City Staff Present:** Shauna Warner, Neighborhood Services, Director; Elizabeth Thomas, Neighborhood Services Specialist

### **Agenda Item 1 – Call to Order**

Chair Wasko called the meeting to order at 5:30 p.m.

### **Agenda Item 2 – Public Comment**

There was none.

### **Agenda Item 3 – Consideration of Minutes: September 7, 2011**

Commissioner King noted that he was incorrectly marked as both present and as an unexcused absence. He was not present at the September meeting but should have been noted as an excused absence. Elizabeth added that there had been an email issue which has been fixed.

Commissioner Miller made a motion to accept the minutes with the correction noted above, Commissioner Wagner seconded the motion and it passed unanimously.

### **Agenda Item 4 – Commission Goal Setting**

Some commission members expressed their frustration with the elimination of the ability to have committees of the commission. As the memo from City Attorney Andrew Ching and City Clerk Brigitta Kuiper distributed at the September commission meeting stated, in January 2008, the City Council adopted Ordinance 2008.01 which modified the Tempe City Code specific to Boards and Commissions. One significant resulting change was that boards and commissions no longer had the authority to create committees and sub-committees to work on issues and make recommendations to the board/commission. Unfortunately, this change was assumed to be understood but many staff members were completely unaware of it as well as the boards and commission members that they served. There are multiple boards and commissions now adapting their work styles and plans to this

change. Staff added that they had invited Andrew Ching to the meeting but he had a scheduling conflict, they will continue follow up to see if he is available to come in November.

Chair Wasko noted that having to work on commission business holistically may not be a bad thing. It necessitates that members work together to jointly identify shared goals and strategies for achieving them. Staff added to keep in mind that even when committees of the commission existed, problems with setting up meetings, having members willing to step up and serve as committee chairs, low meeting attendance and challenges following through on stated goals happened more often than not.

There was some discussion regarding the possibility of hosting quarterly neighborhood forums or taking NAC on the road out into some neighborhoods to encourage input and public comment from residents regarding issues their neighborhoods are facing. After further discussion, Chair Wasko emphasized that the city surveys contain substantial information regarding common and persistent concerns from a broad cross section of residents that the commission could look to for initial goal setting and prioritization before seeking additional input that might be duplicative or from a much more limited audience.

The following four goals were identified:

1. Strengthen and grow Neighborhood Workshop and Awards
2. Improve feeling of safety in neighborhoods
3. Improve maintenance of private property in neighborhoods
4. Improve quality of neighborhood parks

Commissioner Miller made a motion for acceptance of the four noted goals to be worked on during the timeframe of January 1, 2012 and accomplished on or before December 31, 2012, Commissioner Kaufman seconded the motion and it passed unanimously.

Commissioners briefly discussed action items, next steps, measures of success and expected outcomes as well as opportunities to align with previous committee work as well as Council Committee work. Staff agreed to email out the four noted goals to all commission members with a reminder to think about strategies that can be measurable and next steps for each of the goals prior to the next commission meeting.

### **Agenda Item 5 – Neighborhood Awards and Workshop Planning**

Shauna provided a brief overview of the event and shared information regarding past workshop highlights. All members were encouraged to give some thought as to whether to have an event theme this year or not, to identify a keynote speaker or focus the time prior to the workshops beginning on the awards and to share possible workshop speaker, topic and location suggestions. Typically, the event is held on a Saturday in April but late March may also be a possibility depending on location and availability. Staff always avoids Spring Break and Easter week-end and any date selected will need to work for Mayor and Council as best as possible.

It was noted that last year's downtown centered event was very well received particularly the mobile workshops (Urban Garden Tour and How to Get Around Town Without a Car) which were new additions. However, the event attendance was substantially lower than previous years. Factors could have been anything from the award winners selected having fewer guests to perceived lack of parking to the downtown location not being as convenient a location for many.

Staff shared that an event could be coordinated at the Library complex utilizing the Tempe History Museum Community Room as a starting point and perhaps being able to offer some unique workshops such as a Behind the Scenes Tour of the History Museum and a public art opportunity at the Vihel Center. This location also provides some traditional classroom options and offerings could also include something specific to HOA's. Commissioners reviewed the event surveys from 2010 and 2011 provided in the meeting packet. What's happening in downtown along with

something on sustainability or going green were identified as two desirable topics. Staff agreed to follow up with DTC.

Staff also agreed to continue to explore potential location options including Library Complex, Kiwanis Park and Recreation Center and local schools or high schools. A decision will have to be made soon as there are many print deadlines approaching and outreach efforts that will require staff coordination. All commission members were also encouraged to make an effort to bring a new face or two to the event as that endeavor alone would increase participation substantially.

Commissioner McNamara previously agreed to make some changes to the Neighborhood Award application based on feedback provided by commissioners at the June retreat. Staff will check in with her to see how the updated application is coming and go from there. This year, the suggestion was made to consider implementing some type of Alley recognition award or at least rewording the application in the Residential Beautification category to encompass front and back of property. Commissioner Miller suggested there could be some type of Awesome Alley Award given.

#### **Agenda Item 6 - Board and Commission Recruitment**

There is already one commission vacancy and some members will be terming off the commission in December. This will leave two vacancies in 85281, one in 85282 and one in 85283. Current members are likely the best resources to reach out to potential new members. Applications are available on the City Clerk's website, members were encouraged to share this information with residents they know who may be interested. Commissioner Johnson inquired if NAC could endorse an applicant. They have not previously done so but could if they reviewed the provided information and chose to do so collectively.

#### **Agenda Item 7 – Proposed Agenda Items for November 2, 2011 Meeting**

- 311 Customer Relations Center Update (inclusive of graffiti report process)
- Objective Setting
- Board and Commission Recruitment
- Neighborhood Workshop and Awards Planning
- City Attorney/Open Meeting Law (if available)

(Staff was also asked to find out if a Candidates Forum would be allowable at the December or January meeting.)

#### **Agenda Item 8 – Adjournment**

Meeting was adjourned at 7:05 p.m.

Prepared by: Elizabeth Thomas, Neighborhood Services Specialist

Reviewed by: Shauna Warner, Neighborhood Services Director