

Minutes Neighborhood Advisory Commission March 2, 2011

Minutes of the Neighborhood Advisory Commission (NAC) held on March 2, 2011 5:31 – 7:15 p.m., at City Hall, 31 E. 5th Street, 3rd Floor Conference Room, Tempe, Arizona.

(MEMBERS) Present: Karen Adams, Nancy Buell, Maureen Decindis, Britney Scott Kaufmann, Ira King, Angela Lopez, Josephine McNamara, Robert Miller, Joe Pospicil, Lisa Roach, Scott Smas, Michael Wasko, Bill Wagner

(MEMBERS) Excused Absences: Pete DeMott, Joochul Kim

(MEMBERS) Unexcused Absences: Leonard Montenegro, Michael Pickett, John Sanborn

Guests Present: Chase Gosar, ASU Student

City Staff Present: Shauna Warner, Neighborhood Services Manager; Elizabeth Thomas, Neighborhood Services Specialist, Mary Anders, Police Plan & Research Supervisor, 480-350-8471, mary_anders@tempe.gov

Agenda Item 1 – Call to Order

Vice Chair Wasko called the meeting to order at 5:31 p.m.

Agenda Item 2 – Public Comment

None.

Agenda Item 3 – Consideration of Minutes: December 1, 2010

Commissioner Pospicil moved that the December 1, 2010 minutes be approved as written. Commissioner Roach seconded the motion. The motion passed unanimously.

Agenda Item 4 – Election of Officers

Vice Chair Wasko stated that at the December 1, 2010 Neighborhood Advisory Commission meeting, commissioners nominated him to be chair and Commissioner McNamara to be Vice Chair. No additional nominations were offered.

Commissioner Pospicil made a motion for Commissioner Wasko to be elected Chair and Commissioner McNamara to be elected Vice Chair. Commissioner Miller seconded the motion and it passed unanimously.

Agenda Item 5 – Crime Mapping Website Demonstration (RAIDS Online)

Mary Anders-Greenwell, Tempe Police Department Planning & Research Supervisor, provided a brief demonstration about how residents can use the RAIDS online website. RAIDS Online is a free online crime mapping website that residents can use to view crime in their neighborhoods. Through this

website, Tempe residents can search crime, view crime hot spot maps, and sign up for automated alerts to be notified of any criminal activity occurring in their neighborhoods. Part I crime data (i.e., homicide, rape, robbery, assault, burglary, theft, auto theft, and arson) are uploaded every Monday to the site and currently two years worth of crime data is available. In the future other crimes will be included on the site. To protect victims, the addresses on the site have been sanitized to the hundred block level

RAIDS Online can be accessed by going to the Crime Analysis Website (www.tempe.gov/cau) or by going directly to www.raidsonline.com.

Agenda Item 6 –Proposed Transit Service Changes Update

Shauna provided a brief update regarding the proposed transit service changes noting that the proposed changes were largely based on factors such as ridership numbers, cost per boarding data, analysis of what changes neighboring cities made to their routes, etc. The proposed changes represent Phase 2 of a three-year process designed to address an estimated \$11-12 million deficit.

This item was on the February commission agenda but due to lack of quorum no meeting was held. February 28 was the last day for surveys/online comment forms to be submitted and they are being tabulated now. At last count over 1,200 had come in through a variety of outreach efforts. In addition to the two public meetings held in February, there were numerous presentations provided by transit and neighborhood services staff in late January and February.

Next steps include transit staff analysis of survey data reflecting impacts of each proposed change on transit users and then going before the Transportation Commission and the City Council with recommendations. Once those meeting dates, times and locations are confirmed, Neighborhood Services staff will email out that information to commission members should they wish to attend.

Agenda Item 7 – 2011 Neighborhood Workshop and Awards Planning

Elizabeth provided brief background on this event and noted that this year's Neighbor of the Year awards will have some Residential Beautification honors as well to acknowledge and recognize those residents who always keep the exterior of their properties in enviable condition and/or those who have made thoughtful additions and changes which can motivate other residents to do likewise.

She then highlighted the progress of the 2011 Neighborhood Workshop and Awards Planning and outreach efforts. With previous input from the Outreach Committee, the following Workshop topics have been selected:

Volunteer Opportunities for Neighbors and Neighborhoods

A comprehensive overview of the many volunteer opportunities available in Tempe for individuals, families and neighborhood groups. From helping the homeless in our community to Adopting A Park to hosting a Getting Arizona Involved in Neighborhoods (GAIN) gathering, be part of strengthening our community and put your collective helping hands, skills and talents to great use!

Building Community, One Garden at a Time

An outdoor workshop involving a short guided walk to Tempe's Urban Garden. Hear about the history of the current site, the logistics and coordination behind getting a community garden going, the importance of buying and eating locally grown foods and the opportunities to participate through composting programs, volunteerism and Farmer's Markets, as well as how to's for your own gardening efforts.

Get Around Town Without Getting in a Car

See how easy it is to get around your neighborhood and various locations in Tempe on foot, by bike, on the bus and light rail. Learn a little about trip planning and how to buy a pass, how to use it, how to take your bike along with you and remember to check out all the public art along the way. Please wear comfortable shoes for this mobile workshop featuring a short, guided ride on light rail.

Neighborhoods the Beautiful

Find out how your neighborhood can keep up and improve appearances by working with the Police Department and Code Compliance to report and address common concerns including vacant and abandoned properties, roof rats, graffiti, loud parties and problem rentals. This workshop will also provide a sneak peak of Tempe's 311 system.

Some workshop sponsors such as Target and Whole Foods have been confirmed. More specific information such as locations for each workshop and speaker names will be provided at the April Commission meeting. As always, event info. will be on the website, issued through press releases, included in Tempe Today (water bill) articles, along with the event posters and brochures which are in the works.

All members were again encouraged to save the date, to participate and to help with event publicity and awareness. The suggestion was made for any of the non-profits that will be involved (such as Tempe Neighbors Helping Neighbors) to provide a link on their websites and face book pages to the 2011 Neighborhood Workshop and Awards website. Staff agreed this was a helpful suggestion and will follow up.

Agenda Item 8 – Tempe Neighbors Helping Neighbors (TNHN) Update

Commissioner Roach provided a quick overview of how the Tempe Helping Neighbors program came about, what they have accomplished to date and what they are working on. Her PowerPoint presentation and project scrapbook had numerous visuals showing before and after projects. Commissioners DeMott, Wasko and Adams have participated in some past projects.

Commissioner Roach emphasized that volunteer applications are actively being sought, donations for supplies are gladly accepted as well as information regarding anyone older or disabled trying to live on their own who might need assistance. She emphasized that the core mission is about identifying who needs help and then helping them, therefore they are lenient in their interpretation of age and income guidelines. No one needing help will be turned away simply because they are a little too young or make a little too much money, etc.

Group members are encountering some previously unanticipated situations such as hoarding and loneliness and are working together to help address and solve these problems in addition to minor home upkeep and repairs.

Agenda Item 9 –Committee Functions and Structure Discussion, Committee Reports and Nominations for Chairs

The existing committees were created/reaffirmed at the June 2010 commission retreat. With the exception of the Outreach Committee meeting in December 2010, none have convened and met since. Neighborhood Services staff and Chair Wasko acknowledged that previously committees of the commission have gone through phases of significant activity (such as that surrounding the creation of the Tempe Involving the Public manual and the Zoning Code rewrite) followed by periods of challenges ranging from lack of quorums, retaining consistent members, momentum and interest.

Elizabeth stated that as this item was noted on the agenda for discussion, she had been in communication with the City Clerk's office to confirm both the requirements, many pertaining to the Open Meeting Law and the guidelines when commissions consider implementing committees.

She shared the following information:

- No meetings should be taking place (commissions or committees) unless a quorum is present. This includes any meetings that are informational only - not just those meetings where decisions will be made or votes taken
- In addition to having a quorum, all meetings must have posted agendas and minutes taken with documentation of member attendees, these minutes must also then be posted

When considering committees, consider the following -

Is the business being undertaken by the committee something that the commission as a whole should be looking at together as a group? Really consider why a committee might be needed before you create one.

Should the committee be more of an ad hoc nature, in other words one that exists for a specific purpose and sunsets after the purpose has been accomplished?

Is the commission experiencing challenges with reaching a quorum? If yes, it is likely that the committees will too resulting in lots of behind the scenes staff work and committee chair work for meetings that don't happen.

Revisit any established committee, is it necessary to continue to have them? Can any be eliminated? What are the shared priorities of the commission?

If you establish a committee, be sure to document in the commission meeting minutes, number of members, names of members, purpose or scope of committee (odd numbers such as 3 or 5 work best for number of members, it's then easier to know when you have a quorum)

Remember that you can always establish a committee when and if the need arises vs. having a standing committee just in case

After significant commission discussion, the decision was made to retain the three existing established committees for now and to keep the member rate set at five and to also consider adding a Hot topics or Ad Hoc Committee for circumstances when the item or the issue doesn't fit under any of the existing committees and/or seems to require a quicker meeting and response time. Neighborhood Services staff advised commission members of the importance of transparency noting that a committee with a name that doesn't really tell you anything will not be easy for the members of the public to follow or attend should they wish to do so. It was agreed that staff would follow up with City Clerk's office to obtain additional information regarding this new committee suggestion.

- A. Budget/Finance Committee – No meeting took place. Previously, Commissioner Kaesberg was serving as the chair. He has since termed off. Commissioner Roach remains along with Commissioners Sanborn, Montenegro and DeMott. Commissioner Smas made a motion to add himself as the fifth committee member, Vice Chair McNamara seconded the motion. The motion passed unanimously. At the April 6 meeting of the commission, the previously noted members will need to advise if they wish to remain on this committee or not. Commissioners McNamara and Miller are also possibly interested in serving on this committee and may be appointed as members should some of the others decline.
- B. Outreach Committee – A meeting was held on December 14 at 5:30 p.m. at the Connections Café in the Library. Chair Wasko referred commissioners to the minutes provided in the packet for review and briefly discussed under Agenda Item 7 - 2011 Neighborhood Workshop and Awards Planning. Commissioner Wagner made a motion to

accept the minutes as presented. Commissioner Roach seconded the motion and the motion passed unanimously.

Due to commission members terming off, the sole member of the committee remaining is Commissioner King. Commissioner Wagner made a motion to add Commissioners Decindis, Wasko, Lopez and Roach as members of the Outreach Committee. Commissioner Roach seconded the motion. The motion passed unanimously. Neighborhood Services staff will follow up with Commissioner Decindis to call the first meeting.

- C. Quality of Life/Neighborhood Enhancement/Codes Committee – No meeting took place. Commissioner Pickett had previously agreed to serve as the interim chair until an election can be held. The committee members also included Commissioners King, DeMott and Pospicil. Commissioner Wagner made a motion to add Vice Chair McNamara as a member of the committee. Commissioner Miller seconded the motion. The motion passed unanimously.

Agenda Item 10 - Proposed Agenda Items for April 6, 2011 Meeting

- Neighbor of the Year and Residential Beautification Awards Voting
- 2011 Neighborhood Workshop and Awards Planning Update
- Committee Reports
- Commission Food Selection Alternatives

Agenda Item 11 – Adjournment

Meeting was adjourned at 7:15 p.m.

Prepared by: Elizabeth Thomas, Neighborhood Services Specialist

Reviewed by: Shauna Warner, Neighborhood Services Manager