

**DRAFT** Minutes  
Neighborhood Advisory Commission  
October 17, 2020



Minutes of the Neighborhood Advisory Commission (NAC) held on Saturday, October 17, 2020, Virtual Meeting #6 using Microsoft Teams Platform

**(MEMBERS) Present:** Hannah Moulton Belec, Maureen Eastty, Jana Lynn Granillo, Stephanie Greenfield (1<sup>st</sup> hour), Diane Harden, Barb Harris, Matt Heil, Kiyomi Kurooka, Melanie Larimer (1<sup>st</sup> hour), Christopher McCabe, Daniel Schugurensky and Zoe Stein

**(MEMBERS) Absent:** Richelle Miller, Michael McLendon, Kevin Sweeney

**City Staff Present:** Aaron Peterson, Strategic Management Analyst and Retreat Facilitator, [aaron\\_peterson@tempe.gov](mailto:aaron_peterson@tempe.gov); Elizabeth Thomas, Neighborhood Services Specialist; Shauna Warner, Neighborhood Services Manager

**Guests Present:** Mayor Corey Woods

**Agenda Item 1 – Call to Order**

The meeting was called to order at 9:01 a.m. by Chair Belec

**Agenda Item 2 – Attendance Roll Call**

**Present:** Hannah Moulton Belec, Maureen Eastty, Jana Lynn Granillo, Stephanie Greenfield, Diane Harden, Barb Harris, Kiyomi Kurooka, Melanie Larimer, Christopher McCabe, Daniel Schugurensky

**Absent:** Matt Heil (during attendance roll call vote), Michael McLendon, Richelle Miller, Zoe Stein (during attendance roll call vote), Kevin Sweeney

**Agenda Item 3 – Public Comment**

None

**Agenda Item 4 – Review and Approval of September 30, 2020 Meeting Minutes**

**Motion:** Commissioner Granillo made a motion to approve the September 30, 2020 minutes as presented.

**Second:** Commissioner Harris

**Result:** *The motion passed with a unanimous vote of those present 11-0.*

**Commission Member Ayes:** Hannah Moulton Belec, Maureen Eastty, Jana Lynn Granillo, Stephanie Greenfield, Diane Harden, Barb Harris, Matt Heil, Kiyomi Kurooka, Melanie Larimer, Christopher McCabe, Daniel Schugurensky

**Absent:** Michael McLendon, Richelle Miller, Zoe Stein (during minutes vote), Kevin Sweeney

### **Agenda Item 5 – Commission business – review and discussion of leave of absence request**

Commissioners briefly discussed Commissioner Miller’s request for a leave of absence. Her work with cancer patients and the extra hours and demands during Covid-19 was noted. A couple commission members inquired if there is a possibility for an alternate member to attend meetings during this absence. Staff advised that there is no provision for an alternate in the current Neighborhood Advisory Commission ordinance. Staff can ask City Clerk’s office if 85281 applicants could be encouraged to sit in on a meeting during this time to check out if this commission might be a good fit but they would not be able to participate as a member nor vote.

**Motion:** Commissioner Larimer made a motion to approve a leave of absence for Commissioner Miller through the end of calendar year 2020.

**Second:** Commissioner Schugurensky

**Result:** *The motion passed with a unanimous vote of those present 11-0.*

**Commission Member Ayes:** Hannah Moulton Belec, Maureen Eastty, Jana Lynn Granillo, Stephanie Greenfield, Diane Harden, Barb Harris, Matt Heil, Kiyomi Kurooka, Melanie Larimer, Christopher McCabe, Daniel Schugurensky

**Absent:** Michael McLendon, Richelle Miller, Zoe Stein (during leave of absence vote), Kevin Sweeney

### **Agenda Item 6 – Ice Breaker Activity**

Chair Moulton Belec led members through an ice breaker exercise featuring a powerpoint with each commission member noting their hometown, specific Tempe neighborhood they now live in and duration of time lived in Tempe. Each member then briefly described their favorite provided picture and why they chose to share it, offering a little more about themselves in the process.

### **Agenda Item 7 – Mayor Corey Woods – Mayor & City Council Strategic Priorities, potential opportunities for NAC goals alignment and expectations for members in their advisory to Mayor/Council role**

Chair Moulton Belec introduced Mayor Corey Woods remarking that his input can inform and set tone for NAC’s strategic planning, helping amplify city messaging and identifying specific tasks with a shared focus on the priorities of Mayor and Council. Mayor Woods described NAC members as eyes and ears on the ground. He asked that members share what they are seeing, observing and hearing, emphasizing that any commission member or Tempe resident can always reach out to him directly to share thoughts, improvements, exchange ideas and get to know him better.

Mayor Woods noted that he served as a Transportation Commission member for two years before being elected to Council, adding that he is new in his role as Mayor and still taking the temperature of his fellow Council members. Some of the priorities he mentioned included:

- Taking care of small businesses – patronize your favorite restaurant or coffee shop and get take-out, dine in, purchase a gift card and help them stay afloat.
- Multi-modal transportation being the hallmark of a healthy city. Need to have ways to get around if you don’t own a vehicle or don’t want to own one.

- Big advocate for affordable housing and workforce housing. We cannot be diverse and inclusive without a variety of housing. Possibilities include leveraging city owned properties.
- Housing and human services issues – Homelessness. Record heat this summer, many challenges for the most vulnerable in our population.

Vice Chair Stein noted that she does not feel like NAC is the eyes and ears on the ground adding that it is hard to manage what you don't measure. She expressed the desire for more clarity in the founding commission language, describing current language as vague and requested input about tangible, measurable actions.

Mayor Woods emphasized that the Council is at large in Tempe and there are many varying opinions. He noted that all Boards and Commissions will be looked at by Mayor and Council for greater specificity and to best determine what is being sought from them and what is being missed. He estimated this process may be able to be accomplished in 2 to 3 months. Members can email their suggestions to Elizabeth Thomas and Shauna Warner and cc Mayor Woods. Mayor Woods is also open to a joint meeting with NAC and Mayor/Council in 2021.

There was brief discussion regarding the newly established Public Safety Task Force. The first meeting was more of an orientation session and was not open to the public but was taped and is now available for listening, the remaining five meetings will be open to the public. Mayor Woods stressed that he is not trying to bash or defund the Police Department, the goal is to have thoughtful conversations. No decisions of the group will be binding, it is purely advisory. The group will conclude their meetings in December of this year and recommendations of the group will go to the City Manager and Jeffrey Glover, Interim Police Chief in January 2021.

**Agenda Item 8 – NAC 2021 Goals and strategies discussion and refinement. Aaron Peterson. Strategic Management Analyst. Retreat Facilitator**

(Note: Commissioners Greenfield and Larimer had to exit the meeting at this time. Commissioner Easty had some technology challenges and was unable to participate in this portion of the meeting.)

Aaron referenced the what and why homework (all results were included in the meeting packet) and some of the common themes including:

- Better neighborhood input
- Neighborhood organizations
- Impact
- Influence decision making
- Measurable results
- Affect change
- Maryanne Corder Neighborhood Grants
- Increase resident engagement
- Engage with other commissions
- Provide advice to Mayor and Council
- Engage minorities

He helped members independently write down strategy possibilities for each of the two primary goals and then asked that they share their favorite with the group. The first goal being to - **Conduct community outreach** – outward facing goal and the second

goal being to - Collaborate within city with Mayor and Council and with other commissions - inward facing goal.

### BRAINSTORM SESSION COMMENTS-your top strategy suggestions

**Jana Lynn**-Outward facing - increase # and capacity of neighborhood organizations in city and invite them to attend NAC mtgs.

Inward facing - to have commissioners identify another commission and an objective that they would like to bring to NAC to collaborate on

**Diane**-Be an info. conduit between Council + residents  
Nothing further to add at this strategy level

**Barb**-More tactics - outward facing - reintroduce to neighborhoods/hoas noting the zip code for each member?

Inward facing - like for us to work on our relationship with Council, have Council check in with us during meetings for five minutes regarding what neighborhood related item they are working on, help to establish ongoing relationship with our individual Council members

**Matt**-Outward - go out in public, weekly market, seek out input, what are they/residents at large looking for? What are their wants and needs, what exactly are they looking for? Information campaign, get input from them.  
Nothing different from what has already been shared - parallels noted

**Kiyomi**-Commission share or summit each year, sharing of ideas, commission member party/opportunities to share ideas

Gets lots of info. from staff and through the meeting. Maybe we pick one thing that we focus on and gain a better, deeper level of understanding. What happens next? i.e. public safety task force...Agree with Diane who noted that the Feedback loop is missing/lacking.

**Chris**-Outward facing-involvement in neighborhood association or hoa, share with your own neigh.

Inward facing - improve communication with Mayor and Council, what happens with our minutes? Do they need us to come to Council meetings? Re: Public Safety Task Force, connecting with minorities and at-risk populations, homeless folks, where does Task Force go from here? On my heart and mind.

**Daniel**-Very specific, produce one memo with recommendations per year for policy and programs

Can I piggyback on Jana's - Suggestion to add Green Neighborhood Awards in collaboration with SUSTY Commission

**Zoe**-For/additionally other city staff Depts., echo what Diane and Barb said  
Setting monthly goals for neigh. or neighborhood engagement, set a theme for monthly meetings, determine who we want to speak to us

**Hannah**-Quarterly or semi-annual canvass, maybe collaborate with city initiative, reach out at least annually to all NAs and HOAs to encourage them to update their contact. Info., allow us to make contact with them, intro. ourselves, could handle by zip code?

There are currently 82 NAs and 135-140 HOAs – Neighborhood Services does not capture all HOAs as registration is voluntary. Staff added to keep in mind that not all residents live in single-family homes – a number live in multi-family housing. Canvassing in this multi-housing area was suggested as a way to increase connectivity.

Aaron then asked members to think about **strategy level examples**.  
Next level down input being sought. Which suggestions fit together?  
What are the actions we take?

**Diane** – task/tactic to support information conduit  
Create infra-structure (tools/processes) how do we/members become conduit?  
Establish metrics to help determine – were we successful? Did it make a difference?  
Did it accomplish what we wanted it to?

Aaron noted that he will further identify common themes after this meeting. He then posed the questions - **What is blocking us from accomplishing these goals already?**  
**What is getting in our way?**

Responses shared included:

Actual Plan – WHO/WHAT/WHY AND WHERE – A MANAGEMENT PLAN

Example – taking action – assigning NAC members to working groups, flesh out action items and strategies to accomplish goals. Chair makes assignments?

Looking at NAC ordinance language (currently very broad and general), refining this language. City processes, procedures and rules – right now, hands are tied...what a commission is versus what we want it to be.

Ask forgiveness as they say...let's go find out...create something or find out what exists  
Currently @ quorum, time is 11:18 a.m. 8 members

Kind of agree, city processes/rules can be cumbersome – need to review our mission statement, advisory to Mayor and Council. What are they reviewing currently? Kind of fundamental to this discussion.

Limited time during regular meetings. Experience with Arts and Culture Commission. Dedicated timeframe but it was very productive.

Attending every neigh. meeting would be a challenge, voluntary neighborhoods are not meeting as often or as regularly, still having some music nights in Broadmor, having a two-way communication with Council. Our notes/minutes are good but are they reading them?

Discouragement – perhaps the way things have always been done, can we do something or not? Can be very exhausting...want to move forward, do something productive. Echo discussion of whether they/Mayor and Council read minutes or not...I have heard they do not. Move forward, Ask for forgiveness.

Echo Hannah's comments, same issues, discussed at length.

**Next steps-Goals/Objectives/Strategies**

Common themes, stated differently

Take Final document, achieve results you are seeking, summarize

Specific things/actions, measurements, check for improvement  
Aaron is willing to come to a future meeting to help refine as needed  
Working groups are permitted but cannot have a quorum, must be around a specific issue. We can try to accomplish more between meetings specific to goals/topics/strategies/purpose/actions/"job description/better harness time and talent of group members - help answer how do we deploy?

Commissioner Moulton Belec thanked members for completing their homework and expressed appreciation for the group and their time. She asked members to come along on process, take part in good discussion and to please speak up if you don't agree.

**Agenda Item 9 – Proposed Future Agenda Items**

Meeting packet contained a Proposed Future Agenda Items document which is regularly updated as more information becomes available. Further review of the Neighborhood Award Categories, specifically pertaining to Urban Forest and Sustainability was mentioned.

**Agenda Item 14 – Adjournment**

Meeting was adjourned at 11:30 a.m.

Prepared by: Elizabeth Thomas