Tempe

Minutes
Neighborhood Advisory Commission Meeting
November 7, 2007

Minutes of the Neighborhood Advisory Commission (NAC) held on November 7, 2007, 5:30 p.m. at City Hall, 3rd Floor Executive Conference Room, 31 E. 5th Street, Tempe, Arizona.

(MEMBERS) Present: Erik Anthony Aldrete, Don Calender, Tom Catlaw, Marcie Greenberg, Andy Hall, Kevin Kaesberg, Ira King, Susan Knudson, Joe Pospicil, Jason Short, William Wagner, Michael Wasko, Woody Wilson.

(MEMBERS) Excused Absences:
Trevor Barger, Greg Ellison, Faye Farmer, Alex Podressoff, John Sanborn, Bill Weigele.

(MEMBERS) Unexcused Absences:
Pete De Mott.

City Staff Present: Shauna Warner, Neighborhood Services Director, Elizabeth Thomas, Neighborhood Services Specialist, Chris Anaradian, Development Services Manager, (480-858-2204, Chris_Anaradian@tempe.gov), Charlotte Benson, Senior Assistant City Attorney, (480-350-2813, Charlotte_Benson@tempe.gov).

Agenda Item 1 – Call to Order
Chairperson Greenberg called the meeting to order at 5:32 p.m.

Agenda Item 2 – Public Comment
There was none.

Agenda Item 3 – Consideration of Minutes: October 3, 2007 Meeting
The October 3, 2007 minutes were considered for approval. Commissioner Wilson made a motion to approve the minutes as submitted. Commissioner Knudson seconded the motion. The motion passed unanimously.

Agenda Item 4 – Open Meeting Law Update
Charlotte Benson, Senior Assistant Attorney provided an overview of the Open Meeting Law. She emphasized the intent of the law is to ensure that the public's business is conducted in public and offered the following tips to avoid legal challenges or creating violations:

- Any legal actions (i.e. collective decisions intended to advise Mayor/Council or staff depending on the specific issue) must be proposed, discussed or taken in public.
- If you receive an email update from staff, respond to staff only and avoid hitting reply all.
- Stick to the prepared agenda for commission and committee meetings.
- New legislation requires that minutes be prepared for both commission and any committee meetings held. Minutes draft must be prepared and provided to Neighborhood Services staff no later than 10 working days from the meeting date. Templates are available to ensure the minutes are consistent and key information is captured. The commission will need to determine how many members are needed to serve on each committee so that the quorum can be determined.
- Facts and opinions are all considered deliberations and must be occur in public as violations will nullify any actions taken.

- For noting of future agenda items, state topics only, not the actions desired.
- If in doubt about a situation, don't do it. Consult Neighborhood Services office staff and/or City Attorney's office staff before proceeding.
- Attendance at the updated Boards and Commission training offered by the City Clerk's and City Attorney's office in concert with Tempe Learning Center was encouraged for all new and existing members.

Agenda Item 5 – Review of Proposition 207

Chris Anaradian, Development Services Manager gave a general overview of Proposition 207 highlighting its potential impact on neighborhoods. To avoid misinterpretations and potential legal challenges, the City is choosing to opt for the broadest interpretation of the statute.

Specifically, the process for historical designation is being reviewed and likely changed as needed. Currently, an individual applicant can make an application on behalf of an entire neighborhood and diminished property value allegations can result from neighbors with differing opinions who want maximum opportunities for their land. Another noted concern is that historical guidelines do not exist until after historical designation goes into effect. Some residents are reluctant to make a commitment to historical designation when it is not clear what is being committed to. Development Services staff is exploring if draft design guidelines could be prepared first prior to historical designation to help clarify what might be or might not be involved. Other staff suggestions include asking Council to establish the percentage of home owners necessary to buy into historical designation or to create an opt out provision and/or to explore forming smaller groups of homes and properties rather than an entire district.
Chris encouraged commission members to contact him with any questions or concerns they may have.

Agenda Item 6 – Rental Housing Task Force Update

Commissioners reviewed the information in their packets. Shauna Warner stated that the major issue remaining is the occupancy (consanguinity) and parking standards in the Zoning and Development Code. Commissioners will be kept updated on the issue.

Agenda Item 7 – Discussion of Neighborhood Workshop Topics

See Agenda Item 9C.

Agenda Item 8 – Proposed Zoning and Development Code Amendments

Commissioners reviewed the proposed amendments. No action was taken.

Agenda Item 9 – Committee Structure and Reports

Commissioner Wasko made a motion that committee chairs set the number of committee members. Commissioner Wilson seconded the motion. The motion passed unanimously.
Commissioner Kaesberg made a motion that the committee chairs and Chairperson Greenberg meet to discuss the structure of the committees. Commissioner Knudson seconded the motion. The motion passed with one vote in opposition.

A. Business Committee

Minutes were provided in the NAC meeting packet (see Attachment A), but were not discussed.

B. Codes Committee

The Codes Committee did not meet.

C. Outreach Committee
Minutes were provided in the NAC meeting packet (see Attachment B). Commissioners discussed the Neighborhood Workshop scheduled for April 5, 2007. Commissioners would like to see more new faces and additional participation by residents. The Outreach Committee will work with Neighborhood staff to pursue a prominent opening speaker for the event.

D. Transportation Committee
The Transportation Committee did not meet.

Agenda Item 10 – Neighborhood Quality of Life, Public Safety and Parks and Recreation Council Committee
An agenda of the October 9, 2007 meeting and the current Action Plan were provided in the NAC meeting packet for informational purposes.

Agenda Item 11 –Proposed Agenda Items for December 5, 2007 Meeting
The following items were proposed for the December 5, 2007 NAC meeting: Committee Reports, Discussion of Neighborhood Workshop, City Demographics – Who's Moving to Tempe?, Nominations for Officers, Recognition of Outgoing Commissioners and 2008 Neighborhood Day at the State Legislature.

Agenda Item 11 - Adjournment
Commissioner Wilson made a motion to adjourn. Commissioner Calender seconded the motion. The motion passed unanimously. The meeting adjourned at 7:15 p.m.

Prepared by:
Elizabeth Thomas, Neighborhood Services Specialist

Reviewed by:
Shauna Warner, Neighborhood Services Director

ATTACHMENT A

Neighborhood Advisory Commission
Business Committee DRAFT Meeting Minutes

Meeting Date: 10/23/07	Meeting Time: 5:30 p.m.	Meeting Location: Mills End - 310 S. Mill Ave
Commissioners Members Present: Michael Wasko, Kevin Kaesberg		
Guests: None		
Committee Chair: Michael Wasko		
Staff: None		

Meeting start: 5:36 p.m.

Experiencing downtown Tempe

Though only a meeting of two, there was acknowledgement that downtown Tempe is perceived as great for young, college-age folks, and there seems to be few choices otherwise. Cafe Boa, House of Tricks, Grilled Expedition, are some of those choices available. A wine bar and jazz club would be of interest to an older crowd, or other types of restaurants that are unique enough that one would venture into downtown to dine there.

Downtown's accessibility was seen as an issue with availability of parking, traffic, and use of coin-fed meters. Light Rail could be a big benefit, but there is uncertainty to how much it will be utilized. Orbit is a good option presently.

Discussions of downtown seemed to identify two social groups-those that prefer the urban downtown environment and the choices available within walking distance, and those that prefer the freedom to drive and park at their destination, and if plans change, leave and drive to another destination.

The simple answer to all of the above would seem to be downtown must offer more unique, quality choices. New developments appear to be going that way but they are still more than a year away.

Businesses outside downtown

What is the current health and success rate of small businesses? How does the COT Retail development department operate, and provide support to small businesses? What is COT doing in mid and south Tempe? Are they doing enough? Do they need input from the NAC, or what can the NAC offer them? We didn't have any answers here.

Meeting adjourned: 6:45 p.m.

ATTACHMENT B

Tempe

Draft Minutes
Neighborhood Advisory Commission
Outreach Committee Meeting
October 30, 2007

Minutes of the Neighborhood Advisory Commission Outreach Committee held on Tuesday, October 30, 2007 at 5:15 p.m. at Coffee Plantation on Mill Avenue.

(MEMBERS) Present: Faye Farmer, Michael Wasko, Woody Wilson

(MEMBERS) Absent:

City Staff Present: Elizabeth Thomas, Neighborhood Services Specialist

Guests Present: None

Agenda Item 1 – Call to Order
Meeting was called to order at 5:28 p.m.

Agenda Item 2 – 2008 Neighborhood Workshop Keynote Speaker and Topics Discussion

Elizabeth Thomas confirmed the 2008 half day event date of Saturday, April 5, 2008. The multi-purpose room as well and several class rooms have been reserved at Pyle Adult Recreation Center. Chair Wilson inquired if the event could be held at the Tempe Center for the Arts and Commissioner Wasko suggested an outdoor event at Tempe Town Lake. Both of these venues can be considered for future events if they lend themselves to the event concept and format, however each alternative location is heavily booked and plans would have to be made well in advance.

The possibility of locating a strong keynote speaker and having break-out sessions connected in some way to this initial presentation was discussed at length. Suggested speakers included the author of Bowling Alone and Rhonda Phillips, Director of ASU's School of Community Resources and Development. Breakout sessions will flow from and tie in with the keynote speaker's address and could encompass an overview of the Maryanne Corder Neighborhood Grant Program and highlights of unique enhancement projects, Involvement techniques (possibly incorporating the Tempe Involving the Public manual), Gifts of Individuals mapping exercises, more about development in downtown Tempe and its impacts in terms of sales tax revenue for all residents and leadership development.

Commissioners requested that the following questions/requests be followed up on and clarified by staff:

- Identify what is the available budget for the Neighborhood Awards and Workshop 2008 event.
- Is any additional money available to pay a speaker fee and/or accommodations and airfare if needed?
- Who contacts potential speakers? Staff or NAC Outreach members?
- Can staff or NAC make a "supplemental budget" request to cover the cost of an appropriate, qualified and known speaker as well as additional promotional efforts such as a banner across Mill Avenue, a billboard announcement, more professional event brochures, etc.
- If a "supplemental budget" request is not possible, what are the parameters for contacting potential guest speakers?

The following event goals were identified:

- Do one thing and do it really well. This is our one event thing.
- Increase event participation and attendance
- Honor and empower those individuals in the community who are already stepping up and welcome and encourage new faces.
- Inspire all attendees by providing an experience that is well worth their time.
- Provide general info. (roof rats, fire/pd safety, recycling do's and don't's) in a goody bag
- Introduce some type of leadership development component – tools to help with neighborhood and homeowners' association meetings
- Emphasize communication, community and involvement

Agenda Item 3 - Workshop outreach efforts

Elizabeth briefly described last year's event awareness building and outreach efforts including press releases, website updates, Tempe Today article, an ad in the East Valley section of the Arizona Republic, direct mail to neighborhood chairs and co-chairs, boards and commission members as well as previous Leadership Academy attendees and Channel 11 bulletins.

Commissioners strongly expressed the desire to continue to grow the event and to draw more people to it. They mentioned raffle or door prizes might be a draw in addition to exploring different event locations and environments in the future.

Agenda Item 4 – Adjournment

Chair Wilson made a motion to adjourn which was seconded by Commissioner Wasko and the motion passed unanimously. The meeting adjourned at 6:34 p.m.

Prepared by:
Elizabeth Thomas
Neighborhood Services