

Meeting Minutes

Neighborhood Advisory Committee

Regular Meeting

Nov. 9, 2021 | 6:00 p.m.
Housing Conference Room
235 S. Arizona Ave., Chandler, AZ



Call to Order

The meeting was called to order by **Vice-Chair Vernon Stewart** at 6:03 p.m.

Roll Call

Commission Attendance

Vice-Chair Vernon Stewart
Commissioner Peter Cwik
Commissioner Jennifer Felker
Commissioner Eshe Pickett

Staff Attendance

Leah Powell, Neighborhood Resources Director
Stephen Erno, Neighborhood Preservation
Manager
Priscilla Quintana, Neighborhood Programs
Administrator
Adrianna Erickson, Neighborhood Enhancement
Coordinator
Tawna Mower, Sr. Administrative Assistant
Daniel Darnell, Code Inspector
Melissa Alexander, Code Inspector

Absent

Chair Amber Hutchinson - excused
Commissioner Margie De La Rosa - excused
Commissioner Brian Fox - excused

Scheduled and Unscheduled Public Appearances

Introduction of New Neighborhood Staff

Stephen Erno, Neighborhood Preservation Manager, introduced two new Code Inspectors and our new Senior Administrative Assistant.

1. **Melissa Alexander, Code Inspector**

Melissa Alexander, Code Inspector shared that she came from the City of Avondale. She also worked for the City of Peoria and has been in code enforcement since 2009.

2. **Daniel Darnell, Code Inspector**

Daniel Darnell, Code Inspector shared that he is new to Arizona and came to us from San Jose. Before code enforcement, he worked at the San Jose Police Department on the civilian side.

3. **Tawna Mower, Sr. Administrative Assistant**

Tawna Mower, Sr. Administrative Assistance shared she worked for Gilbert Public Schools and is new to code but is enjoying it. She is accustomed to serving the community in various ways. Priscilla Quintana, Neighborhood Programs Administrator. shared that Tawna will also be supporting the Neighborhood Advisory Committee.

Consent Agenda Motion and Vote

4. **August 2021 Neighborhood Advisory Committee Meeting Minutes**

Commissioner Peter Cwik moved to approve the Consent Agenda of the August 9, 2021, Regular Neighborhood Advisory Committee Meeting. **Commissioner Jennifer Felker** Seconded.

Motion carried unanimously (4-0).

Action Agenda Item No. 5 and Discussion

5. **2022 Neighborhood Advisory Committee Meeting Calendar.**

Ms. Quintana presented the 2022 Meeting Calendar. She pointed out there will be various events in place of some of the regular NAC meetings

Commissioner Cwik asked if the stated location for each meeting is a placeholder or if the meetings will all be at the same location.

Ms. Quintana responded that our goal is to move the meetings to different locations.

Commissioner Eshe Pickett moved to approve the calendar. **Commissioner Cwik** seconded the motion. Motion carried unanimously (4-0).

Briefing

6. **Water Conservation Presentation- Deina Burns, Water Conservation Coordinator**

Deina Burns, Water Conservation Coordinator, introduced herself and shared that she had 24 years of experience in conservation. She began by sharing that there are a lot of incentives for HOAs adding that traditional neighborhoods are operated by the city.

The incentives for HOAs are rebates, water budgets, Large Landscape Water Efficiency Program, HOA and neighborhood presentations, and landscape consultations.

Commissioner Pickett shared that when she completed the water conversion rebate several years ago, she received it as a rebate on her water bill and asked if that had changed.

Ms. Burns stated that it has not changed.

Commissioner Cwik inquired about the timeline for the multiple controllers for an HOA. He asked if the HOA needed to apply before the purchase of the smart controllers or if it could be within the calendar year as his HOA has put in numerous controllers this past year.

Ms. Burns replied that they are still eligible for the rebate if they have copies of the receipts.

Ms. Burns informed the committee that there is a lot of information about the programs and incentives available online at chandleraz.gov/water.

Commissioner Cwik asked if the rebates for the HOA are 50% off the cost of a controller up to \$250 per controller (no more than 5).

Ms. Burns said that was correct.

Ms. Burns said she would be happy to work with anyone to implement the programs and apply for the rebates. Please contact her at conserve@chandleraz.gov to connect.

7. **For Our City Day Report- Priscilla Quintana, Neighborhood Programs Administrator**

Ms. Quintana reported we had a very successful 11th annual For Our City Day. Over 1,000 volunteers (including city staff) participated, over 180 projects were completed (which included painting homes, spreading gravel, providing dumpsters), and 80 water conservation kits were distributed. Neighborhood Programs partnered with the Salvation Army to have a celebration in the park and Sherwin Williams donated all the paint for the homes. Donations were received from Chandler Rotary Club, Bashas, Home Depot, Lowe's, Target, CLEA, Dignity Health, and Safeway. Overall, we have received a lot of positive feedback from volunteers and homeowners. Ms. Quintana asked the committee for their feedback on the event.

Commissioner Cwik requested the NAC have a pop-up tent easily identifying them. He added that there was a lot of participation in the park, with a lot more people than he had anticipated.

Ms. Quintana shared that there is a Neighborhood Programs tent, and we will be sure to have the NAC table under the Neighborhood Programs pop-up tent in the future.

Vice-Chair Vernon Stewart requested a tablecloth.

Commissioner Pickett suggested a QR code be created so residents could scan it and complete the survey electronically in Spanish and English.

Ms. Quintana said her suggestion would be implemented for Envision Amberwood South.

Commissioner Pickett agreed that there was good foot traffic at all the booths. She suggested the NAC committee members have a practiced pitch to feel comfortable in engaging with the residents. She also suggested the NAC distribute raffle tickets to increase engagement.

Commissioner Cwik observed the different tables that had giveaways had more interest and that allowed those booths to engage with the residents. He also agreed that the committee members need to have a pitch.

Ms. Quintana encouraged all committee members to attend next year's For Our City Day planning meetings.

Vice-Chair Stewart said the bus shuttles went very well until the electricity went out at Arizona Ave and Erie Street. He also mentioned that the bus stops were at hard to see at times.

Commissioner Cwik shared that the wet field made it less enjoyable due to the sprinklers being on the night before.

Leah Powell, Neighborhood Resources Director, stated that it was not the sprinklers, but it was another water issue. Ms. Powell also reminded everyone that the streets are filled with cars and that could have made stopping difficult for a bus since it would be hard to see the bus signs.

Vice-Chair Stewart agreed and said the drivers had to bypass some of the signs due to all the cars.

Commissioner Pickett complimented the way the food was disbursed and the design of the t-shirts. She shared it was a positive experience and everyone enjoyed themselves. She noted it was well organized, and the communication and distribution of supplies was great.

Ms. Quintana thanked the committee for coming out and supporting For Our City Day.

Mr. Erno shared that the planning for For Our City Day 2022 will begin in April.

Vice- Chair Stewart said the city did a great job on For Our City Day and complimented Ms. Quintana for her efforts.

8. **Neighborhood Program Updates- Priscilla Quintana, Neighborhood Programs Administrator**

Ms. Quintana shared that on November 15, 2021, we will be hosting a neighborhood meeting at Historic South Chandler, and the NAC is invited to attend. She also said Envision Amberwood South will take place on March 1, 2022, and NAC's participation will be strongly encouraged. Adrianna Erickson, Neighborhood Enhancement Coordinator, will send out calendar invites for all 2022 Neighborhood Programs events.

She informed the committee that in the coming year Neighborhood Programs would like to rename the four grants and invited committee members to view the grant information on the website. If there are suggestions of new grant names, please contact Ms. Quintana, Mr. Erno, or Ms. Erickson.

Ms. Quintana offered a correction to the calendar, the December meeting will be on Tuesday, December 14, 2021. The opportunity on December 13, 2021, is located at the Housing Youth Program. If anyone is interested, Ms. Quintana will connect them with Heather Callis, Housing Youth Coordinator.

9. **Neighborhood Program Updates- Stephen Erno, Neighborhood Service Manager**

Mr. Erno acknowledged the great work that was done by Ms. Quintana and Ms. Erickson on For Our City Day. He shared that the entire Neighborhood Preservation team supported the event. Mr. Erno thanked the committee for their feedback on the event. Mr. Erno also apologized for the short notice on the neighborhood meeting on November 15, 2021, but it was a last-minute meeting.

Mr. Erno informed the committee that Alyssa Yanez had accepted a position with the City of Scottsdale and left three weeks ago. Mr. Erno acknowledged this is a good opportunity to look at the organization of our division. Mr. Erno is excited that Neighborhood Programs will meet to discuss the programs and plans for the coming year.

Mr. Erno stated he appreciates the involvement of NAC in our events and welcomes any feedback or suggestions.

Commissioner Cwik commented that he appreciates the guest speakers and agrees that they are needed to educate the committee.

Calendar

10. **South Historic Chandler Neighborhood Meeting, Monday, November 15, 2021, Salvation Army, 85 E. Saragosa Street, 85225, 6:00 p.m.**
11. **The next Neighborhood Advisory Committee meeting will be held on December 14, 2021, Neighborhood Resources Conference Room, 235 South Arizona Avenue, 6 p.m.**

Informational Items

Ms. Quintana pointed out the new design of the agenda and shared that all committees would be using a new agenda to streamline the process and it will mirror the Mayor and Council's agenda.

Commissioner Pickett asked if the committee could review the bylaws specifically those on attendance and member replacement.

Commissioner Stewart asked if the committee was going to go over the mission statements.

Ms. Quintana shared that the discussion around mission statements will be postponed until January. Ms. Quintana also encouraged the committee to review the mission statement documents from the retreat and to let her know if there are any additional suggestions.

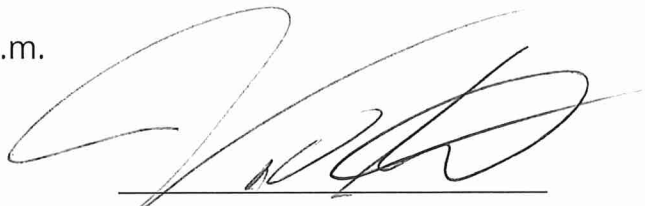
Adjourn

Commissioner Pickett moved to adjourn the meeting. **Commissioner Cwik** seconded the motion. Motion carried unanimously (4-0).

The meeting was adjourned at 7:03 p.m.



Adrianna Erickson, Recording Secretary



Vernon Stewart Vice Chair