



**Chandler • Arizona**

## **2019 Neighborhood Advisory Committee Minutes**

### **Regular Meetings**

January 8, 2019

February 12, 2019

March 12, 2019

April 9, 2019

May 14, 2019 (not available yet)

June 11, 2019 (not available yet)

August 13, 2019

September 10, 2019 (not available yet)

November 12, 2019 (not available yet)

December 10, 2019

These minutes are fully searchable within this year by using the “Find Feature”.

MINUTES OF THE NEIGHBORHOOD ADVISORY COMMITTEE OF THE CITY OF CHANDLER, ARIZONA, held on Tuesday, January 8, 2019 at 6:30 p.m., Neighborhood Resources Office - Housing Conference Room, 235 S. Arizona Avenue, Chandler, Arizona.

**Members Present**

Eshé Pickett, Chair  
Vernon Stewart, Vice Chair  
Dane Cutting, Committee Member  
Margie De La Rosa, Committee Member  
Louise Moskowitz, Committee Member  
Romina Ryals, Committee Member

**Staff Present**

RoseMarie Horvath, Assistant City Attorney  
Stephen Erno, Neighborhood Services Manager  
Judy Ramos, Neighborhood Programs Administrator  
Danae Presler, Neighborhood Resources Management Assistant

**Members Absent**

Amber Hutchinson, Committee Member

**1. CALL TO ORDER / ROLL CALL**

Quorum was established and the meeting was called to order at 6:31 p.m.

**2. APPROVAL OF MINUTES**

**a. Minutes of December 11, 2018**

Motion made by Committee Member Dane Cutting to approve the Neighborhood Advisory Committee (NAC) Minutes of December 5, 2018. Motion seconded by Committee Member Margie De La Rosa.

**Approved (5-0)**

**3. SCHEDULED/UNSCHEDULED PUBLIC APPEARANCES/CALL TO PUBLIC**

(Members of the audience may address any item not on the agenda. State Statute prohibits the NAC from discussing an item not on the agenda, but the NAC does listen to your concerns and has staff to follow up on any questions you raise.)

**4. ACTION AGENDA**

**a. None**

**5. BRIEFING ITEMS**

**a. 2018 NAC Accomplishments Summary**

Judy Ramos, Neighborhood Programs Administrator, provided the NAC with an infographic highlighting their accomplishments from the past year.

- Hosted two Mayor's Listening Tours: 131 participants
- Supported Mayor's HOA Mini Summit: 77 participants
- Participated in G.A.I.N. Day: 10 neighborhoods visited
- Volunteered on For Our City Day: 715 volunteers improved 42 homes
- Awarded 55 grants: allocated \$81,000
- Offered Neighborhood Leadership Training Class
- Targeted outreach for Neighborhood College: 57 participants
- Supported Let's Pull Together Volunteer: 1,370 volunteers served 612 households

- Added seven registered neighborhoods: total of 334 registered neighborhoods
- Toured three City facilities: Solid Waste and Recycling, Water Treatment, and Public Safety Training Center
- Promoted HOA Academy: 71 participants

Committee Member De La Rosa noted more NAC exposure in 2018 than in past years.

Ramos replied that increased exposure was a result of the NAC's desire to be involved and the increased number of opportunities presented by the Neighborhood Services Division.

Committee Member Louise Moskowitz asked how the accomplishments were being distributed to the public.

Ramos offered to write a Weekly Executive Summary to the City Council and to include the accomplishments on the NAC webpage, as well as publishing them in the Chandler Republic community section and the San Tan News.

Stephen Erno, Neighborhood Services Manager commended the NAC for their public involvement through various events, noting their positive impact in the community.

Vice Chair Vernon Stewart affirmed the high level of exposure this past year and expressed that there is potential to increase it in 2019.

**b. 2019 NAC Goals Discussion**

The NAC completed a questionnaire in preparation for a planning meeting on Tuesday, January 22, 2019 from 6:00 – 8:00 p.m. in the Neighborhood Resources Building to develop 2019 goals and to create a Plan of Action at the February 12, 2019 meeting.

Chair Eshé Pickett requested that the previous NAC goals be provided at the planning session as a point of reference.

**c. Neighborhood Grant Program Update**

Ramos presented an overview and map of the Neighborhood Grant Program from 2000 to present. To date, 221 grants were awarded a total of \$496,785 in funding. The Trap, Neuter, and Return grant established in 2017, has been the most popular grant in recent years. The grants awarded increased from seven in Fiscal Year (FY) 2016-17 to 35 in FY 2017-18. Ramos shared that the grant program is allocated monies from the General Fund each fiscal year with varying amounts. Currently, the program is funded at \$15,000 annually with an additional one-time allocation of \$5,000 in 2018.

Erno explained that each year, a department may submit a decision package to the City Manager's Office to fund specific items. The City Manager reviews all decision packages

and recommends budget allocations to Council for approval.

Erno submitted a decision package requesting increased grant funds, a Neighborhood Preservation Technician to continue the Alley Maintenance Program, and a Commercial Inspector position. Responses to all requests will not be known until March.

Committee Member Moskowitz asked how the City will address aging neighborhoods.

Erno replied that the City Council and management recognize the need for neighborhood preservation and revitalization as the City moves from development to maintenance. He expects the Division will grow, but is unsure how much or how quickly it will happen.

Ramos proposed writing a WES memo to provide an overview of the grant program.

**d. Volunteer Program Update**

Danae Presler, Neighborhood Resources Management Assistant, presented a Certificate of Appreciation for NAC's participation in the For Our City Day event on October 27, 2018 and a Summary Report outlining the impacts. Presler provided an overview of the Let's Pull Together Volunteer Program. In the 18 months since the program launched, 129 requests for volunteer assistance were received. Of those, 64% have been completed, 15% were removed, and 21% remain to be served. A total of 1,455 volunteers have served an estimated 5,878 hours; assisting 685 households.

Chair Pickett asked for an update on the volunteer Tool Lending Program.

Presler stated that an estimated average of one to five residents utilize the program each month and the small tool trailer is regularly used for events. However, staff will not publicize the program until we overcome location and staffing barriers. The coordination process is time-intensive and tools are housed off-site in a facility with limited access.

**e. Neighborhood Services Update**

Erno reviewed the Neighborhood Services Division statistics from the first six months of FY 2018-19 with the NAC. He highlighted the following statistics.

- Staff completed 22,056 inspections, surpassing the annual projection of 15,000.
- Staff responds to complaints within two businesses days averages 50% of the time. The goal is 95%, however, holidays, weekends, and scheduled days off are included, depressing the statistic.

- On average, 40% of code cases are proactive inspections, meaning staff initiated the case. The goal is 50%, but, staff vacancies have hindered inspectors the ability to conduct proactive inspections.
- There were 517 reported incidents of graffiti, with 18,688 square feet removed.
- Staff has offered five training classes for residents, with 75 attendees. The goal is 11 classes and 500 attendees by the end of the year.

Chair Pickett requested that projections and goals be included with the statistics in the future.

Erno agreed to include the projections on the next statistics report. Erno also shared that the City has implemented a branding initiative to create a cohesive look to printed and graphic materials. The City logo will undergo minor updates, such as replacing or removing the tagline and repositioning text and division artwork will be phased out.

Committee Member Moskowitz inquired how individual department and divisions will be identified under the new branding standards.

Erno stated that each department and division will use the new logo with their unique title.

**6. ANNOUNCEMENTS**

None

**7. CALENDAR**

- a. Council Meeting – Jan. 10 & 24, Council Chambers, 7:00 p.m.
- b. Council Study Session – Jan. 7 & Feb. 11, Council Chambers, 7:00 p.m.
- c. Mayor’s State of the City Address – Feb. 21, Chandler Center for the Arts, 5:00 p.m.

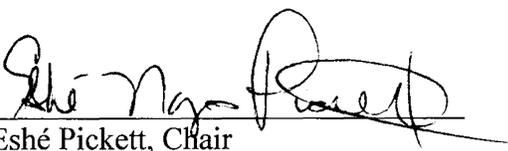
**8. INFORMATION ITEMS**

- d. Next Citywide Speaker Series will be Downtown Redevelopment, Feb. 12.

**9. ADJOURNMENT**

**Motion made by Committee Member Moskowitz to adjourn the meeting. Motion seconded by Vice Chair Stewart.**

**Meeting adjourned at 8:09 p.m.**

  
Eshé Pickett, Chair

  
Danae Presler, Recording Secretary

MINUTES OF THE NEIGHBORHOOD ADVISORY COMMITTEE OF THE CITY OF CHANDLER, ARIZONA, held on Tuesday, February 12, 2019 at 6:30 p.m., Neighborhood Resources Office - Housing Conference Room, 235 S. Arizona Avenue, Chandler, Arizona.

**Members Present**

Eshé Pickett, Chair  
Dane Cutting, Committee Member  
Romina Ryals, Committee Member  
Amber Hutchinson, Committee Member

**Members Absent**

Louise Moskowitz, Committee Member  
Vernon Stewart, Vice Chair  
Margie De La Rosa, Committee Member

**Staff Present**

Kim Moyers, Downtown Redevelopment Manager  
Stephen Erno, Neighborhood Services Manager  
Judy Ramos, Neighborhood Programs Administrator  
Rosa Berrelleza, Neighborhood Services Specialist  
Chip Sikes, Code Inspector  
Danae Presler, Neighborhood Resources Management Assistant

**1. CALL TO ORDER / ROLL CALL**

Quorum was established and the meeting was called to order at 6:40 p.m.

**2. APPROVAL OF MINUTES**

**a. Minutes of January 8, 2019**

Motion made by **Committee Member Romina Ryals** to approve the Neighborhood Advisory Committee (NAC) Minutes of January 11, 2019. Motion seconded by **Committee Member Dane Cutting**.

**Approved (4-0)**

**3. SCHEDULED/UNSCHEDULED PUBLIC APPEARANCES/CALL TO PUBLIC**

(Members of the audience may address any item not on the agenda. State Statute prohibits the NAC from discussing an item not on the agenda, but the NAC does listen to your concerns and has staff to follow up on any questions you raise.)

**4. ACTION AGENDA**

**a. None**

**5. BRIEFING ITEMS**

**a. Introduction of New Code Inspector – Stephen Erno, Neighborhood Services Manager**

Stephen Erno, Neighborhood Services Manager introduced Chip Sikes. Sikes was previously a Police Officer and Housing Officer. He spent his last 20 years with the Chandler Police Department working parole and narcotics, and moved to Housing. Sikes retired from the Police Dept. and has been a Code Inspector for six months. He continues to teach C2 Tactical for Chandler Police Officers.

**b. Downtown Redevelopment Presentation – Kim Moyers, Downtown Redevelopment Manager**

Kim Moyers, shared information regarding the new amenities that are coming to downtown Chandler and gave information on future projects to come to the downtown area. Please see attached presentation for more information.

**c. Mayor’s Initiatives Update – Judy Ramos, Neighborhood Programs Administrator**  
Judy Ramos provide the members with an update on the Mayor’s HOA Roundtable which was scheduled for March 7, 2019. The event was postponed until the fall due to conflicts with the Mayor’s schedule. However, Ramos indicated that she will continue to work with the Chandler-Gilbert Community College in preparation for the event this fall.

Ramos also shared that the former ‘Mayor’s Listening Tour’ has been renamed to ‘Mayor On the Move.’ The event has also been restructured to support the Mayor. The event has been tentatively rescheduled to May 14<sup>th</sup> as opposed to April 9<sup>th</sup>. This would mean the NAC would hold a regular meeting on April 9<sup>th</sup> and would have the “Mayor On the Move” in lieu of the meeting on May 16<sup>th</sup>.

**d. Outreach and Education Opportunities – Alyssa Yanez, Neighborhood Preservation Supervisor and Danae Presler, Neighborhood Resources Management Assistant**

Rosa Berrelleza provided the NAC members with a list of community events that Neighborhood Services staff will be participating in this year and would like input from the members on which events they would like to participate in for outreach. The events are as follow:

1. Parade of Lights
2. Relay for Life – April 27<sup>th</sup>
3. Pancakes and Pavers – Volunteer event
4. Spooktacular – Halloween event with tabling opportunities

Berrelleza announced that the next event is the Public Safety Fair and Classic Kar Show on March 2<sup>nd</sup>; but, due to staffing, the NAC will not be tabling at this event. The members also requested that staff add cut-off dates to register on the events spreadsheet.

**e. NAC Action Plan**

This item has been tabled for next meeting

**f. Neighborhood Services Update – Stephen Erno, Neighborhood Services Manager**  
Stephen Erno provided the NAC members with Neighborhood Services staff updates to include:

1. Danae Presler has accepted the Executive Management Assistant position for the City Manager’s Office.
2. Erno is creating a new Code Inspector position to replace a current vacancy.

3. Erno is making changes to the former neighborhood Preservation Supervisor position to incorporate new tasks.
4. Erno is making updates and changes to Berrelleza's position because it has taken on more responsibility and other tasks that were not reflected in the original job description and it is important to reflect those changes.
5. The CDBG Code Inspector is retiring on March 1<sup>st</sup> and the current Graffiti Technician will be temporarily assigned to that position. Erno is hopeful that the position may become a permanent. The Graffiti Technician position will be filled by temporary staff and the retiring CDBG Code Inspector will provide temporary training to the current Graffiti Technician in his new role.

Erno also shared that he attended the Arizona City/County Management Association (ACMA) Conference along with Riann Balch, Community Services Manager. Balch presented on homeless initiatives and trends as well as the ChangeUp Campaign. Erno also shared that he will be serving a two-year term on the ACMA Board.

The NAC members requested that the ChangeUp campaign be added to the next month's agenda.

**6. ANNOUNCEMENTS**

None

**7. CALENDAR**

- a. Council Meeting – Feb. 14 & 28, Council Chambers, 6:00 p.m.
- b. Council Study Session – Feb. 11 & 25, Council Chambers, 6:00 p.m.
- c. Mayor's State of the City Address – Feb. 21, Center for the Arts, 5:00 p.m.
- d. Teen Town Hall – Feb. 21, Council Chambers, 8:00 a.m.
- e. Public Safety Fair & Classic Kar Show – Mar. 2, Police Main Station, 9:00 a.m.
- f. NAC Meeting – Mar. 12, Neighborhood Resources, 6:30 p.m.

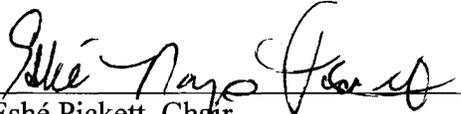
**8. INFORMATION ITEMS**

- a. Ostrich Festival General Information
- b. Community Emergency Response Training Update
- c. Neighborhood Handbook Review

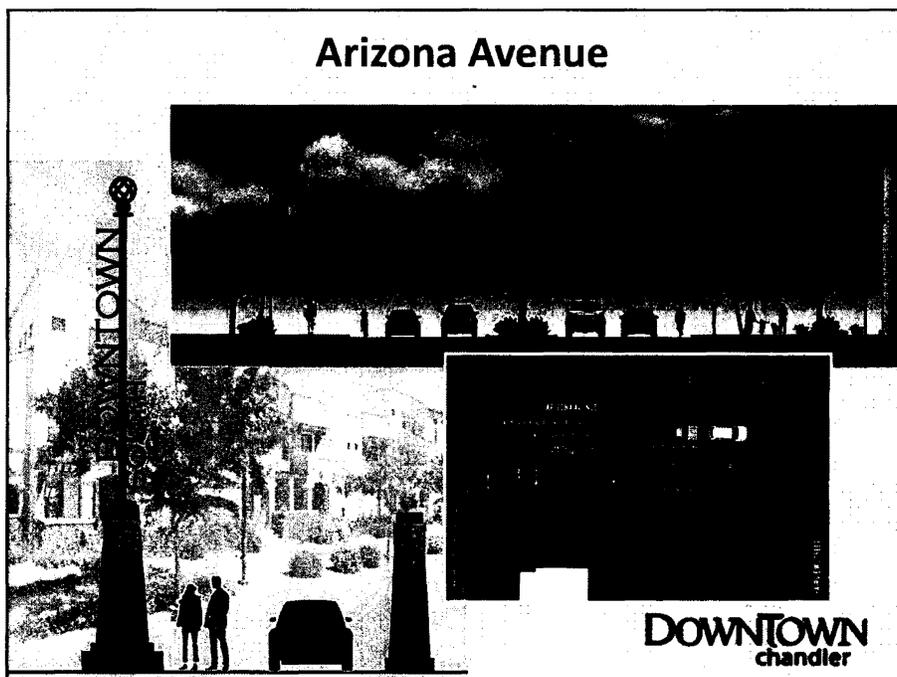
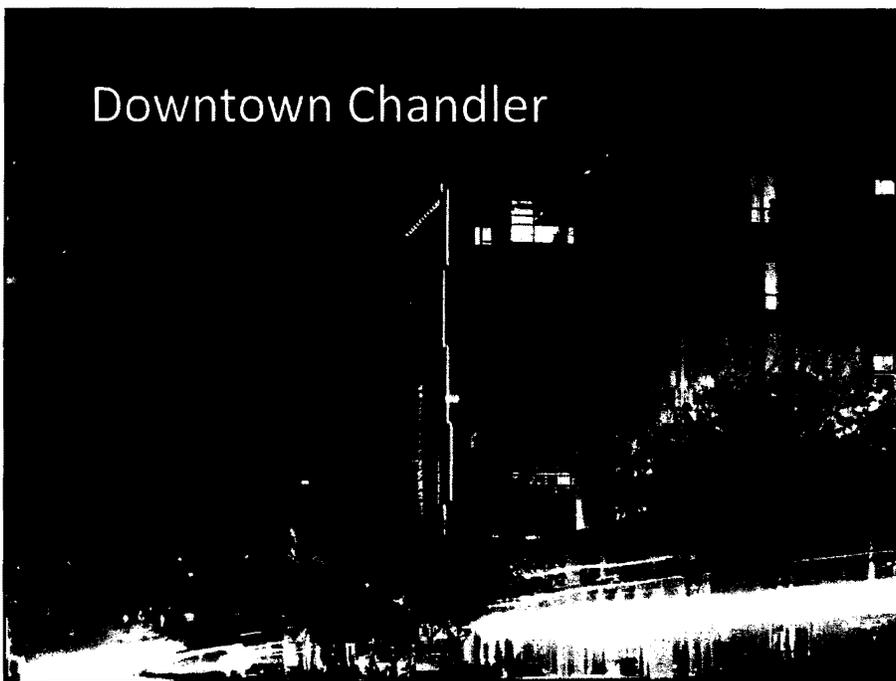
**9. ADJOURNMENT**

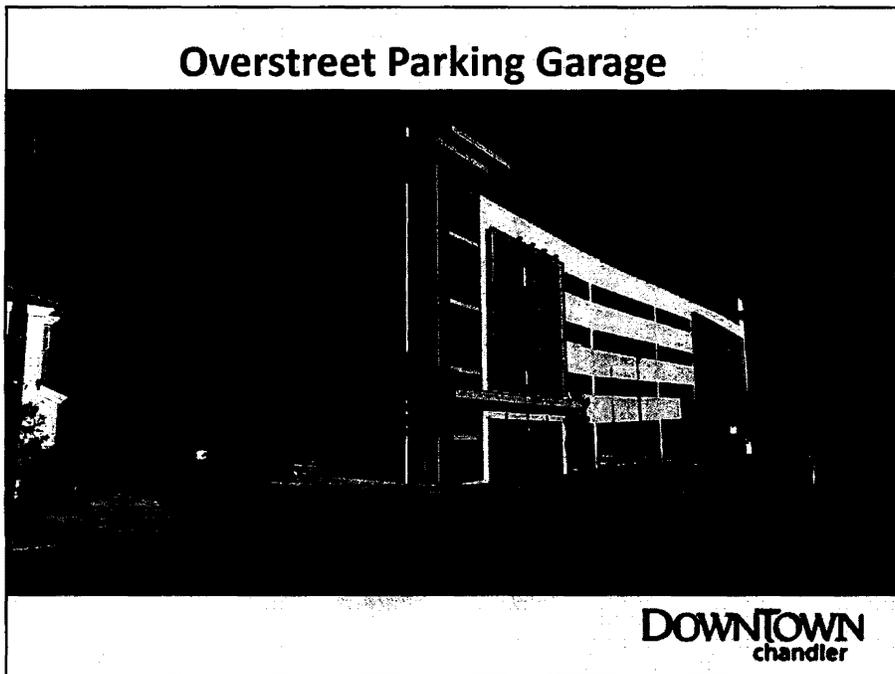
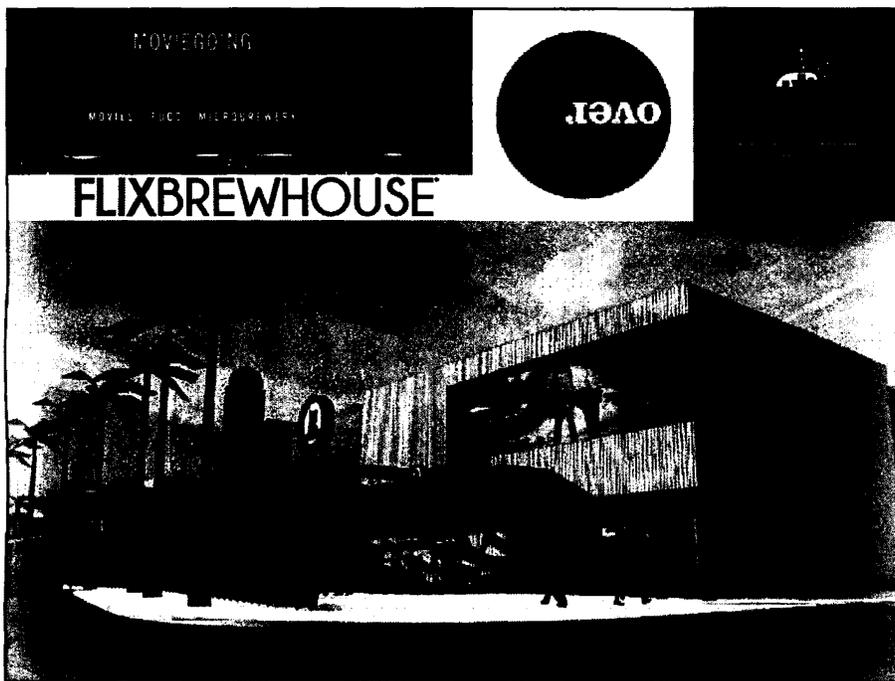
Motion to adjourn was made by **Committee Member Amber Hutchinson**. Motion seconded by **Committee Member Romina Ryals**.

**Meeting adjourned at 8:02 p.m.**

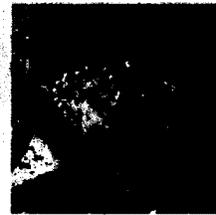
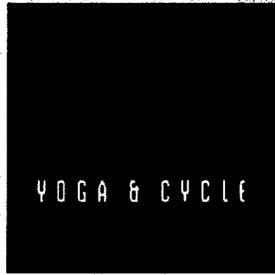
  
Eshé Pickett, Chair

  
Danae Presler, Recording Secretary



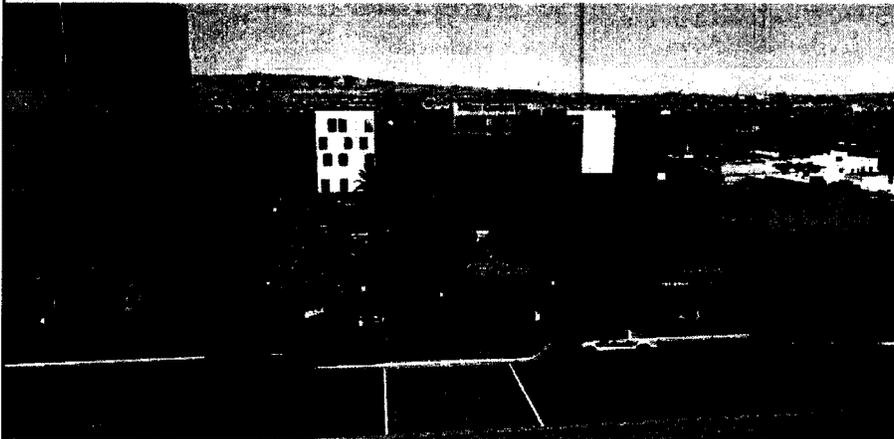


## A few additions



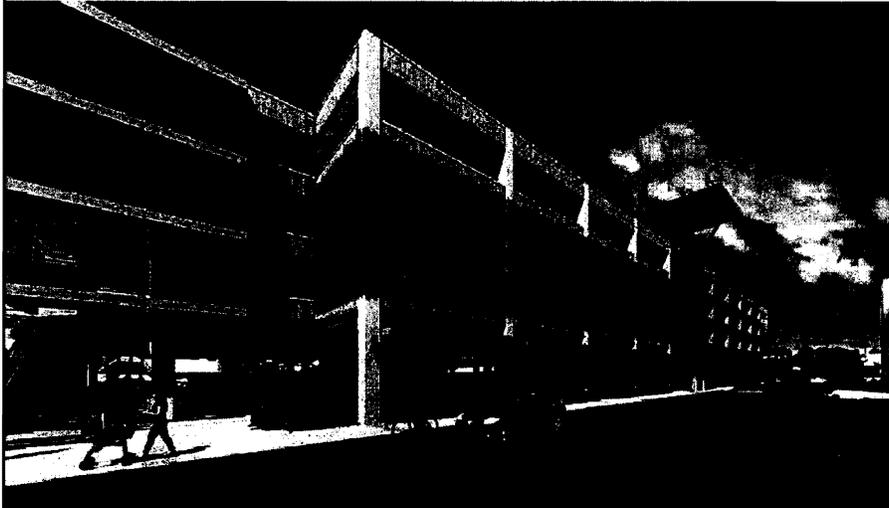
**DOWNTOWN**  
chandler

## New Square



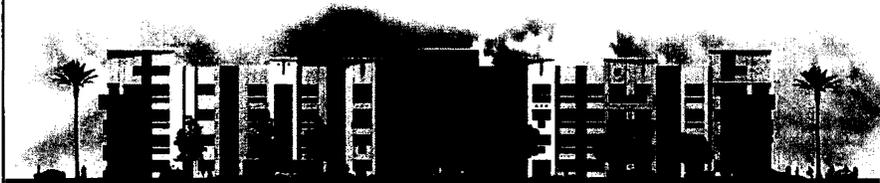
**DOWNTOWN**  
chandler

## Oregon Street Parking Garage



**DOWNTOWN**  
chandler

## DC Heights

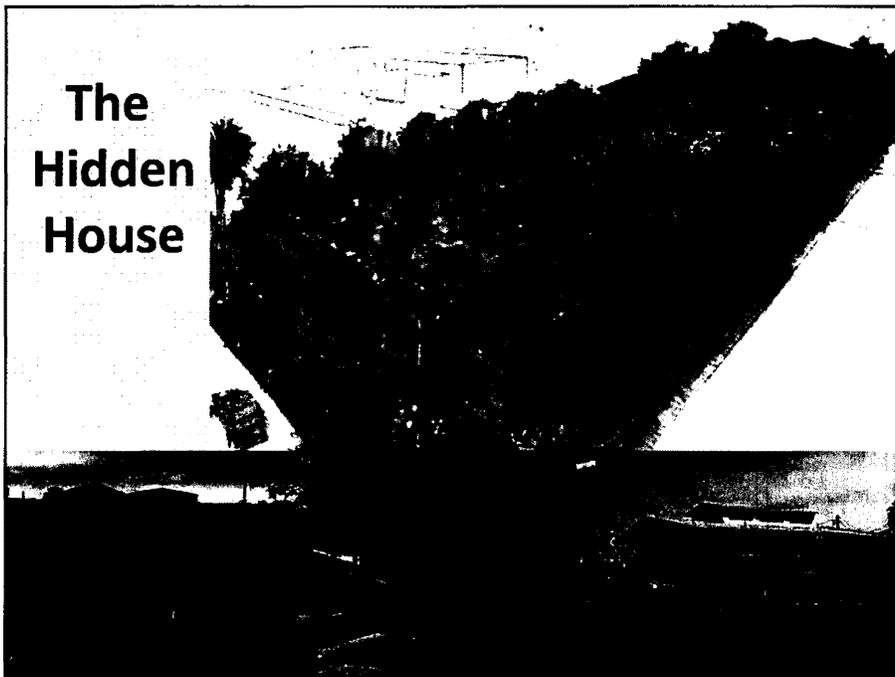
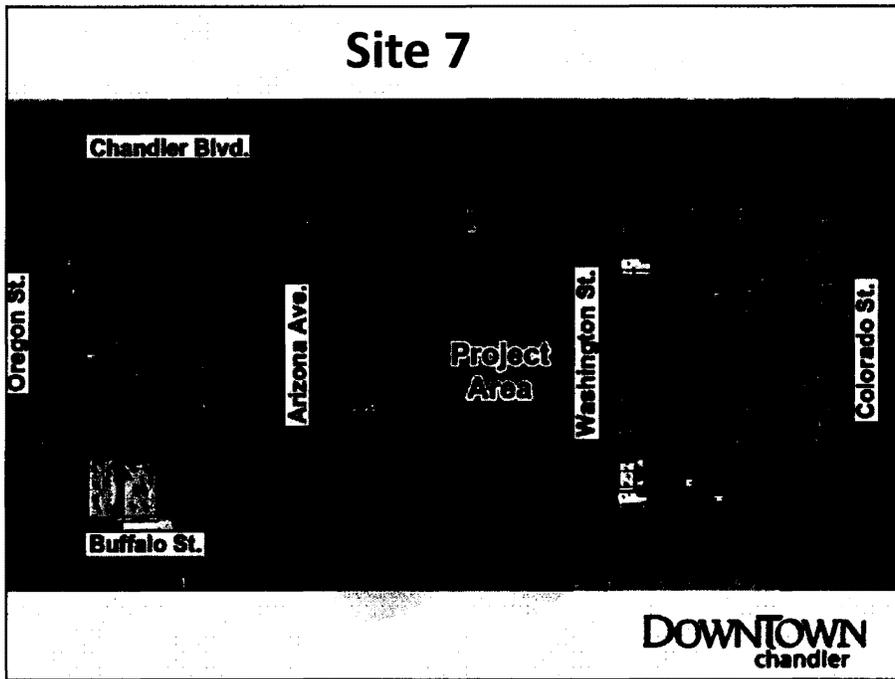


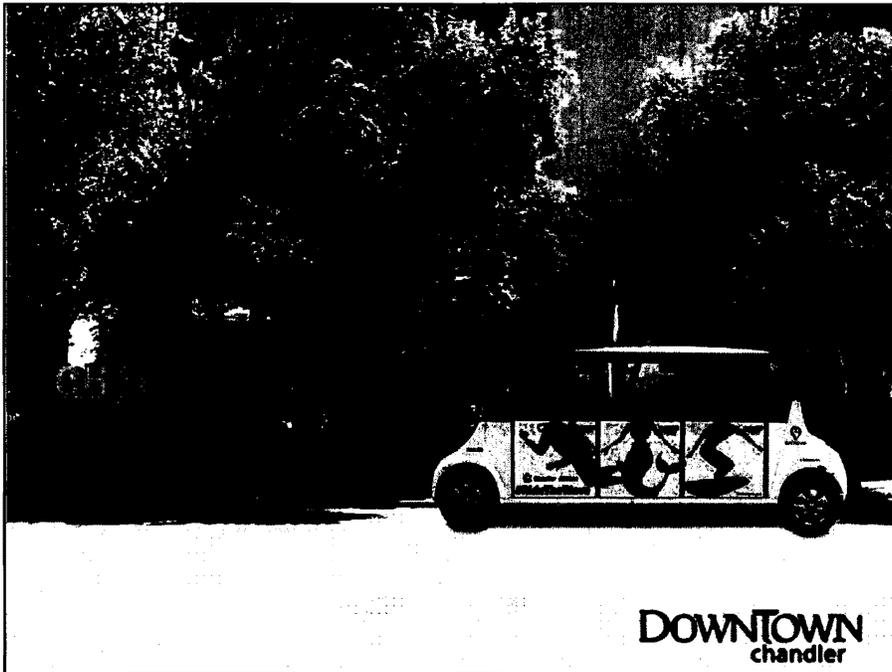
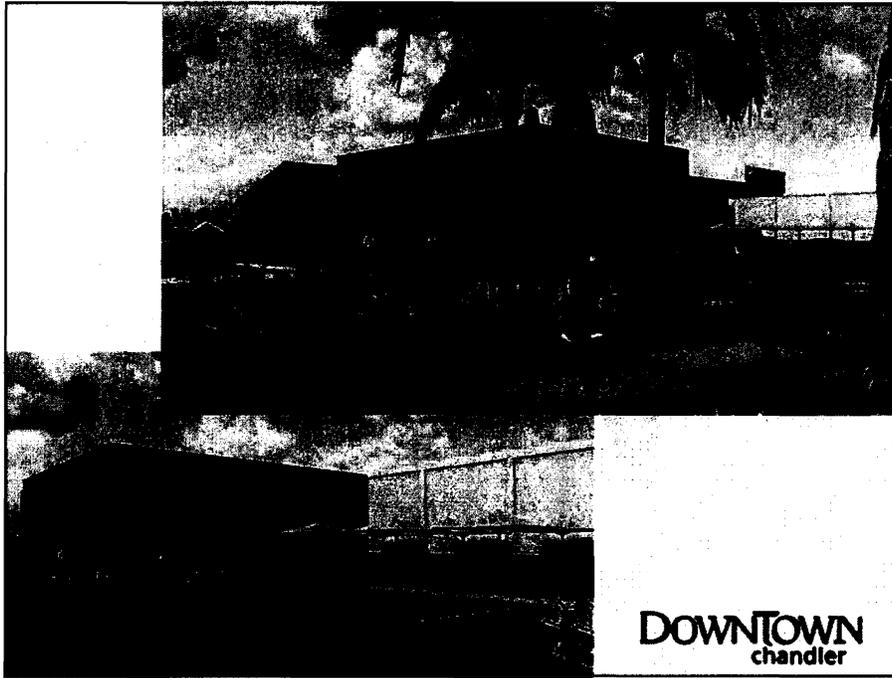
COMMONWEALTH STREET ELEVATION

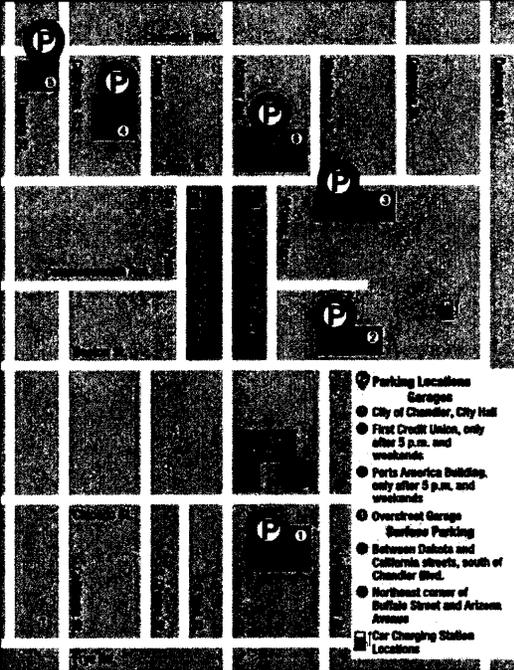


DAKOTA STREET ELEVATION

**DOWNTOWN**  
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**Find Your Spot**



- Parking Locations**
- Garages**
- City of Chandler, City Hall
- First Credit Union, only after 5 p.m. and weekends
- Pats America Building, only after 5 p.m. and weekends
- Overstreet Garage
- Surface Parking**
- Between Dakota and California streets, south of Chandler Blvd.
- Northeast corner of Buffalo Street and Arizona Avenue
- Car Charging Station Locations

[www.chandleraz.gov/downtown](http://www.chandleraz.gov/downtown)

**DOWNTOWN**  
chandler

MINUTES OF THE NEIGHBORHOOD ADVISORY COMMITTEE OF THE CITY OF CHANDLER, ARIZONA, held on Tuesday, March 12, 2019 at 6:30 p.m., Neighborhood Resources Office - Conference Room, 235 S. Arizona Avenue, Chandler, Arizona.

**Members Present**

Eshé Pickett, Chair  
Vernon Stewart, Vice Chair  
Dane Cutting, Committee Member  
Louise Moskowitz, Committee Member  
Margie De La Rosa, Committee Member

**Members Absent**

Romina Ryals, Committee Member  
Amber Hutchinson, Committee Member

**Staff Present**

Riann Balch, Community Resources Manager  
Rori Minor, Client Services Specialist  
Stephen Erno, Neighborhood Services Manager  
Judy Ramos, Neighborhood Programs Administrator  
Alyssa Yanez, Neighborhood Preservation Supervisor  
Rosa Berrelleza, Neighborhood Services Specialist

**1. CALL TO ORDER / ROLL CALL**

Quorum was established and the meeting was called to order at **6:32** p.m.

**2. APPROVAL OF MINUTES**

**a. Minutes of February 12, 2019**

Motion made by **Committee Member Vernon Stewart** to approve the Neighborhood Advisory Committee (NAC) Minutes of February 12, 2019. Motion seconded by **Committee Member Dane Cutting**.  
**Approved (5-0)**

**3. SCHEDULED/UNSCHEDULED PUBLIC APPEARANCES/CALL TO PUBLIC**

(Members of the audience may address any item not on the agenda. State Statute prohibits the NAC from discussing an item not on the agenda, but the NAC does listen to your concerns and has staff to follow up on any questions you raise.)

**4. ACTION AGENDA**

**a. None**

**5. BRIEFING ITEMS**

**a. ChangeUp Presentation – Riann Balch, Community Resources Manager and Rory Minor, Client Services Specialist**

Riann Balch, Community Resources Manager introduced Rory Minor, Client Services Specialist. Balch and Minor shared information regarding the ChangeUp campaign. By contributing to the ChangeUp Campaign, individuals can be assured their contributions are working hard to support long-term solutions. (Please see attached presentation for more information).

Balch announced that the City of Chandler is inviting individuals and organizations to participate in the Community Needs Assessment. The purpose of the assessment is to

identify and understand the needs of Chandler residents, determine service, and service levels required to meet those needs, and develop guidelines to maximize the effectiveness of federal, state, and local resources allocated for this purpose. The community input session will be held at 10 a.m., on March 30 at the Chandler Downtown Library, 22 S. Delaware St., Copper Room South.

Minor distributed a Homeless Assistance Resource Guide to the members.

**b. Manager NAC Event Calendar Update – Rosa Berrelleza, Neighborhood Services Specialist**

Rosa Berrelleza provided the NAC members with an updated list of community events that Neighborhood Services staff will be participating in this year. The updated list included the cut-off dates for the NAC members to register for the events.

Berrelleza added that participation in the Ostrich Festival requires a year advanced notice to the Chamber of Commerce.

Berrelleza also provided an update on The Relay for Life event on April 27 & 28.

**c. Neighborhood Services Update – Stephen Erno, Neighborhood Services Manager**

Stephen Erno provided the NAC members with Neighborhood Services staff updates to include:

1. The Neighborhood Services Division was approved for a Neighborhood Preservation Technician and additional \$30,000 one-time money for neighborhood grants.
2. The Neighborhood Resources Management Assistant recruitment closed. There are 198 applicants. Interviews are tentatively scheduled for April 12, 2019.

**d. Mayor On the Move Update – Judy Ramos, Neighborhood Programs Administrator**

Judy Ramos provided the members with an update on the Mayor On the Move which is scheduled for May 14, 2019 at the Boys & Girls Club, 300 E. Chandler Blvd., at 5pm.

The NAC will hold a regular meeting on April 9<sup>th</sup> and will host the “Mayor On the Move” in lieu of the May 16<sup>th</sup> meeting.

NAC shared ideas for current and future Mayor On the Move events. Staff will look into the possibilities of the ideas discussed.

**e. NAC Action Planning Session – Judy Ramos, Neighborhood Programs Administrator**

Ramos provided the members with a NAC Action Planning Session Summary. (Please see attached).

**6. ANNOUNCEMENTS**

Ramos thanked Vernon Stewart for his help with two volunteer projects.

**7. CALENDAR**

- a. Council Meeting – Mar. 14 & 28, City Council Chambers, 7:00 p.m.
- b. Council Study Session – Mar. 25 & April 8, City Council Chambers, 7:00 p.m.
- c. NAC Meeting – April 9, 2019, Neighborhood Resources Conference Room, 6:30 p.m.
- d. Mayor On the Move – May 14, Boys & Girls Club, 300 E. Chandler Blvd., 5:30 p.m.

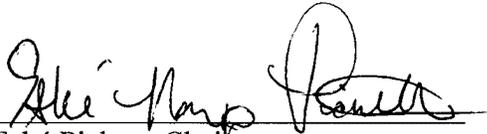
**8. INFORMATION ITEMS**

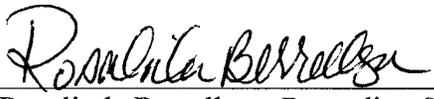
None

**9. ADJOURNMENT**

Motion to adjourn was made by **Committee Member Louise Moskowitz**. Motion seconded by **Committee Member Dane Cutting**.

**Meeting adjourned at 8:03 p.m.**

  
\_\_\_\_\_  
Eshé Pickett, Chair

  
\_\_\_\_\_  
Rosalinda Berrelleza, Recording Secretary

MINUTES OF THE NEIGHBORHOOD ADVISORY COMMITTEE OF THE CITY OF CHANDLER, ARIZONA, held on Tuesday, April 9, 2019 at 6:30 p.m., Neighborhood Resources Office - Conference Room, 235 S. Arizona Avenue, Chandler, Arizona.

**Members Present**

Eshé Pickett, Chair  
Vernon Stewart, Vice Chair  
Dane Cutting, Committee Member  
Louise Moskowitz, Committee Member  
Amber Hutchinson, Committee Member  
Romina Ryals, Committee Member

**Members Absent**

Margie De La Rosa, Committee Member

**Staff Present**

Stephen Erno, Neighborhood Services Manager  
Judy Ramos, Neighborhood Programs Administrator  
Alyssa Yanez, Neighborhood Preservation Supervisor  
Rosa Berrelleza, Neighborhood Services Specialist

**1. CALL TO ORDER / ROLL CALL**

Quorum was established and the meeting was called to order at 6:40 p.m.

**2. APPROVAL OF MINUTES**

**a. Minutes of March 12, 2019**

Motion made by **Committee Member Louise Moskowitz** to approve the Neighborhood Advisory Committee (NAC) Minutes of March 12, 2019. Motion seconded by **Committee Member Dane Cutting**.

**Approved (5-0)**

**3. SCHEDULED/UNSCHEDULED PUBLIC APPEARANCES/CALL TO PUBLIC**

(Members of the audience may address any item not on the agenda. State Statute prohibits the NAC from discussing an item not on the agenda, but the NAC does listen to your concerns and has staff to follow up on any questions you raise.)

**4. ACTION AGENDA**

**None**

**5. BRIEFING ITEMS**

**a. HOA Academy Update – Judy Ramos, Neighborhood Programs Administrator**

Judy Ramos, Neighborhood Programs Administrator, explained that HOA Academy participants will be able to participate remotely via WebEx. Committee members viewed the new HOA Academy video informing community members how they can become involved in their local HOA.

**b. For Our City 2018 and Other Volunteers Activities Update – Judy Ramos, Neighborhood Programs Administrator**

Judy Ramos presented a slideshow on the volunteer projects that occurred in March. Ramos discussed the projects that are upcoming in April.

Ramos explained that Neighborhood Resources staff is in the process of hiring a new Neighborhood Resources Management Assistant, and would like more Neighborhood Advisory Committee involvement on the For Our City Day Committee.

Chair Eshé Pickett asked what positions need to be filled for For Our City Day

Ramos shared there are many ways to get involved depending on the needs of the individual committees. Ramos suggested that NAC members attend the first For Our City Day meeting.

- c. **Mayor On the Move Update – Judy Ramos, Neighborhood Programs Administrator**  
Committee Member Dane Cutting asked if the date he had listed, Tuesday, May 14<sup>th</sup>, is correct.

Ramos confirmed the date was correct and provided an overview of Mayor on the Move event set-up.

Committee Member Amber Hutchinson asked if the Mayor's Youth Commission that was at the last Mayor on the Move would be present, and suggested that they can assist with registration.

Ramos said they were invited and that she would touch base with the liaison.

Stephen Erno, Neighborhood Services Manager confirmed that they have a meeting the same night and will be unable to attend the event.

Hutchinson suggested Chandler High's IB program as a potential volunteer group that could volunteer at the event.

Ramos asked if Hutchinson had a connection at Chandler High's IB program. She indicated that she could find one.

Ramos continued to outline the agenda and layout for the event.

Committee Member Romina Ryals stated that some of the previous attendees were not very ambulatory and had issues moving around the facility or standing for long periods of time.

Ramos stated that while the main room will be mainly be standing room there will be seating available, and breakouts will have enough seating for all of the attendees.

Ramos continued explaining the event and reviewing the agenda.

**d. Neighborhood Services Update – Stephen Erno, Neighborhood Services Manager**

Stephen Erno introduced Breena Meng, Assistant City Attorney. Meng explained that she is will represent the Fire Department, Neighborhood Resources and Transportation. She has previously represented law enforcement and is looking forward to working with the team.

Erno shared statistics on the work Neighborhood Services has been doing and the new system Neighborhood Services will have on July 1.

Chair Pickett asked how the numbers of code inspections compares to last year's numbers.

Erno stated that the numbers will likely be slightly lower than last year's numbers due to staff transitions.

Erno discussed the hiring process for the Neighborhood Resources Management Assistant and the desired onboarding date.

Erno explained how Neighborhood Resources was previously a division in the City Managers Department, but is now its own Department. Erno also explained other structural changes that have happened within the city.

**6. ANNOUNCEMENTS**

None

**7. CALENDAR**

- a. Council Meeting – April 11 & April 25, City Council Chambers, 6:00 p.m.
- b. Council Study Session – April 8 & April 22, City Council Chambers, 6:00 p.m.
- c. Mayor On the Move – May 14, Boys & Girls Club, 300 E. Chandler Blvd., 5:30 p.m.
- d. NAC Meeting – June 11, 2019, Neighborhood Resources Conference Room, 6:30 p.m.

**8. INFORMATION ITEMS**

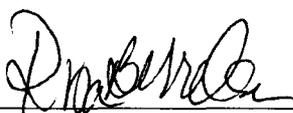
- a. NAC Elections at June 11 Meeting
- b. No NAC Meeting in July

**9. ADJOURNMENT**

Motion to adjourn was made by **Committee Member Louise Moskowitz**. Motion seconded by **Committee Member Amber Hutchinson**.

**Meeting adjourned at 7:32 p.m.**

  
Eshé Pickett, Chair

  
Rosa Berrelleza, Recording Secretary

MINUTES OF THE NEIGHBORHOOD ADVISORY COMMITTEE OF THE CITY OF CHANDLER, ARIZONA, held on Tuesday, August 13, 2019 at 6:30 p.m., Neighborhood Resources Office - Conference Room, 235 S. Arizona Avenue, Chandler, Arizona.

**Members Present**

Eshé Pickett, Chair  
Dane Cutting, Committee Member  
Louise Moskowitz, Committee Member  
Romina Ryals, Committee Member  
Margie De La Rosa, Committee Member  
Vernon Stewart, Vice Chair

**Staff Present**

Leah Powell, Neighborhood Resources Director  
Stephen Erno, Neighborhood Services Manager  
Judy Ramos, Neighborhood Programs Administrator  
Alexis Apodaca, Neighborhood Resources Management Assistant  
Alyssa Yanez, Neighborhood Preservation Supervisor  
Rosa Berrelleza, Neighborhood Services Specialist

**Members Absent**

Amber Hutchinson, Committee Member

**1. CALL TO ORDER / ROLL CALL**

Quorum was established and the meeting was called to order at 6:30 p.m.

**2. INTRODUCTION NEW EMPLOYEE**

**Alexis Apodaca, Neighborhood Resources Management Assistant**

Alexis Apodaca, Neighborhood Resources Management Assistant, introduced herself to NAC Members. NAC Members went around the room to introduce themselves.

**3. APPROVAL OF MINUTES**

**Minutes of April 9, 2019**

Motion made by **Committee Member Louise Moskowitz** to approve the Neighborhood Advisory Committee (NAC) Minutes of April 9, 2019. Motion seconded by **Committee Member Romina Ryals**.

**Approved (6-0)**

**4. SCHEDULED/UNSCHEDULED PUBLIC APPEARANCES/CALL TO PUBLIC**

(Members of the audience may address any item not on the agenda. State Statute prohibits the NAC from discussing an item not on the agenda, but the NAC does listen to your concerns and has staff to follow up on any questions you raise.)

**5. ACTION AGENDA**

**a. Election of Neighborhood Advisory Committee Chair, Judy Ramos, Neighborhood Programs Administrator**

Committee Member Dane Cutting nominated Committee Member Vernon Stewart to serve as Chair. Committee Member Vernon Stewart accepted the nomination. Motion made by Committee Member Dane Cutting to accept nomination of Committee Member Vernon Stewart. Seconded by Committee Member Margie De La Rosa.

**Approved (6-0)**

**b. Election of Neighborhood Advisory Committee Vice Chair, Judy Ramos, Neighborhood Programs Administrator**

Committee Member Margie De La Rose nominated Committee Member Louise Moskowitz to serve as NAC Vice Chair. Committee Member Louise Moskowitz declined.

Committee Member Dane Moskowitz nominated Committee Member Margie De La Rosa to serve as NAC Vice Chair. Committee Member Margie De La Rosa Declined.

Committee Member Vernon Steward nominated Committee Member Eshe Pickett to serve as NAC Vice Chair. Neighborhood Programs Administrator Judy Ramos was unsure if NAC bylaws would allow this. Committee Member Eshe Pickett nominated Committee Member Romina Ryals to serve as NAC Vice Chair and subsequently declined her nomination.

Committee Member Eshe Pickett made a motion to accept Committee Member Romina Ryals as NAC Vice Chair. Motion seconded by Committee Member Dane Cutting.

**Approved (6-0)**

**6. BRIEFING ITEMS**

**a. Neighborhood Resources Department Update – Leah Powell, Neighborhood Resources Director**

Leah Powell, Neighborhood Resources Director informed NAC the division name has been updated to Neighborhood Preservation. Powell reviewed the City's community needs assessment process and outcome.

**b. Mayor On the Move Debrief and Mayors HOA Roundtable Update – Judy Ramos, Neighborhood Programs Administrator**

Judy Ramos, Neighborhood Programs Administrator updated the NAC on the Mayors HOA Roundtable. Ramos inquired about NAC participation.

Committee Member Louise Moskowitz asked about distributing information to property management companies.

Committee Member Eshe Pickett asked if the event will be advertised through Nextdoor and for a soft copy flyer to distribute, which was confirmed.

**c. For Our City Day 2019 Update – Alexis Apodaca, Neighborhood Resources Management Assistant**

Alexis Apodaca, Neighborhood Resources Management Assistant, updated NAC on For Our City Day planning and event goals.

**d. Neighborhood Preservation Update – Stephen Erno, Neighborhood Services Manager**

Stephen Erno, Neighborhood Services Manager updated NAC on the Neighborhood Preservation positions and hiring process.

**e. NAC Goals Overview – Eshé Pickett, NAC Chair**

Eshe Pickett, NAC Chair, provided an overview of the NAC SMART goals.

Committee Member Margie De La Rosa suggests that the first SMART goal relating to identifying leaders in registered neighborhoods can be tied into the HOA Roundtable.

**7. ANNOUNCEMENTS**

**None**

**8. CALENDAR**

- a. Mayors Excellence Awards Due – August 23
- b. Council Meeting – September 9 & 12 and October 7 & 10, City Council Chambers, 6:00 p.m.
- c. Council Study Session – September 9, and October 7, City Council Chambers, 6:00 p.m.
- d. Mayors HOA Roundtable – September 10, Chandler Gilbert Community College, 5:45pm
- e. GAIN Kickoff – September 21, Police Station, 9:00am
- f. GAIN Event – October 19, 2019
- g. For Our City Day 2019 – October 26, 2019, Chandler Manor Community, 8:00am – 1:00pm
- h. Mayor on the Move – November 12, 2019, Kyrene De La Paloma Elementary School
- i. NAC Meeting – December 10, 2019, Neighborhood Resources Conference Room, 6:30pm

**8. INFORMATION ITEMS**

Leah Powell, Neighborhood Resources Director let NAC members know about the East Mini Park Event.

**9. ADJOURNMENT**

Motion to adjourn was made by **Committee Member Louise Moskowitz**. Motion seconded by **Committee Member Eshe Pickett**.  
**Meeting adjourned at 8:12 p.m.**

  
Eshé Pickett, Chair

  
Alexis Apodaca, Recording Secretary

MINUTES OF THE NEIGHBORHOOD ADVISORY COMMITTEE OF THE CITY OF CHANDLER, ARIZONA, held on Tuesday, December 10, 2019 at 6:30 p.m., Neighborhood Resources Office - Conference Room, 235 S. Arizona Avenue, Chandler, Arizona.

**Members Present**

Eshé Pickett, Committee Member  
Dane Cutting, Committee Member  
Margi de la Rosa, Committee Member  
Romina Ryals, Vice Chair

**Members Absent**

Vernon Stewart, Chair  
Louise Moskowitz, Committee Member  
Amber Hutchinson, Committee Member

**Staff Present**

Stephen Erno, Neighborhood Services Manager  
Danae Presler, Neighborhood Programs Administrator  
Rosa Berrelleza, Neighborhood Enhancement Coordinator  
Guy Jaques, Code Enforcement Manager  
Alexis Apodaca, Neighborhood Enhancement Coordinator  
Caleb Chestnutt, Neighborhood Preservation Technician  
Leah Powell, Neighborhood Resources Director

**1. CALL TO ORDER / ROLL CALL**

Quorum was established and the meeting was called to order at 6:41 p.m.

**2. INTRODUCTION NEW EMPLOYEES**

**a. Danae Presler, Neighborhood Programs Administrator**

Danae Presler, Neighborhood Programs Administrator, was welcomed back to the Neighborhood Programs Unit by Stephen Erno, Neighborhood Services Manager and the Neighborhood Advisory Committee.

**b. Guy Jaques, Code Enforcement Supervisor**

Guy Jaques, Code Enforcement Supervisor, was welcomed back to the Neighborhood Preservation Division by Erno and introduced himself to NAC Members.

**c. Caleb Chestnutt, Neighborhood Preservation Technician**

Caleb Chestnutt, Neighborhood Preservation Technician, was welcomed to the Neighborhood Preservation Division by Erno and introduced himself to NAC Members.

**3. APPROVAL OF MINUTES**

**a. Minutes of August 13, 2019**

Motion made by **Committee Member Eshe Pickett** to approve the Neighborhood Advisory Committee (NAC) Minutes of August 13, 2019. Motion seconded by **Committee Member Margie de la Rosa**.  
**Approved (4-0)**

**4. SCHEDULED/UNSCHEDULED PUBLIC APPEARANCES/CALL TO PUBLIC**

(Members of the audience may address any item not on the agenda. State Statute prohibits the NAC from discussing an item not on the agenda, but the NAC does listen to your concerns and has staff to follow up on any questions you raise.)

**5. ACTION AGENDA**

**a. Neighborhood Advisory Committee meeting time, Stephen Erno, Neighborhood Services Manager**

Stephen Erno, Neighborhood Services Manager asked if NAC wanted to revisit their meeting time to get it in line with Council and Commission Meetings which are at 6:00 pm.

Committee Member Eshe Pickett said she would be fine changing it to 6:00 p.m. She indicated this time might be a challenge depending on where people are coming from and that she would want feedback from other NAC members that are not present via email or in person.

Vice Chair Romina Ryals no longer needs the meetings at 6:30 p.m.

Committee Member Dane Cutting said it would depend on everyone's work schedule.

Committee Member Margie de la Rosa would be okay with 6:00 p.m. meeting time.

Erno said we would check with the other Committee Members and plan on 6:00 p.m. unless any members absolutely could not make it.

**6. BRIEFING ITEMS**

**a. Census 2020 – Leah Powell, Neighborhood Resources Director**

Leah Powell, Neighborhood Resources Director, provided NAC Members with an overview of the departments 2020 Census efforts. Information included why the city participates in the Census, what is at stake and how NAC Members can be involved.

**b. Neighborhood Preservation Update – Stephen Erno, Neighborhood Services Manager**

Stephen Erno, Neighborhood Services Manager mentioned how the 2020 Census was tied into the Neighborhood Preservation Tumbleweed Tree Lighting float theme, Every Elf Counts. Erno reviewed the Neighborhood Preservation Annual Report and talked about the goals for Neighborhood Programs now that the team was fully staffed. Erno discussed some decision packages that the Division submitted.

**c. For Our City Day 2019 Debrief – Alexis Apodaca, Neighborhood Enhancement Coordinator**

Alexis Apodaca, Neighborhood Enhancement Coordinator, reviewed a presentation outlining the impacts of For Our City Day 2019.

**d. HOA Roundtable, HOA Academy and Mayor on the Move Update – Alexis Apodaca, Neighborhood Enhancement Coordinator**

Alexis Apodaca, Neighborhood Enhancement Coordinator, reviewed the HOA Roundtable Event.

Committee Member Eshe Pickett indicated that the HOA Roundtable event had good attendance but ran a bit long and seemed to lose participant engagement by the end of the event. Pickett suggested following up on all comment cards or grouping them by topic, as some participants were upset their questions were not answered. She felt participants enjoyed the venue and the snacks that were offered.

Pickett provided an overview of the Mayor on the Move Event. She enjoyed the partnership with the community and the entertainment, but was concerned about the lack of lighting and breaks in the schedule.

Stephen Erno, Neighborhood Services Manager echoed Pickett's feedback.

Apodaca provided NAC Members with a draft copy of the Spring HOA Academy schedule for review.

Pickett suggested having an option to record sessions so that participants could view them at a later date, as Board's are aging and individuals that work may not be able to make an event that is 1:00 – 2:30 p.m.

Apodaca informed NAC that she is working with IT and the presenters on this.

Erno indicated that they have had good participation when they have held sessions during this time in the past.

**e. NAC Goals Review – Romina Ryals, Neighborhood Advisory Committee Vice Chair**

Vice Chair Romina Ryals reviewed the NAC Goals with Committee Members.

Alexis Apodaca, Neighborhood Enhancement Coordinator, explained why the Neighborhood Leaders list was not sent out by the October deadline as she was working with presenters to finalize the HOA Academy schedule.

Committee Member Dane Cutting questioned why he is calling Traditional Neighborhood members to invite them to an HOA Academy. Apodaca mentioned that this was decided at a previous meeting as the way to approach all neighborhood leaders as the information could be relevant to both parties, but a new script could be drafted if this is what Committee Members would like.

Stephen Erno, Neighborhood Services Manager explained that this can be used as an entry point to explain the other educational programs and offerings that the city provides.

Committee Member Margie de la Rosa suggested that the HOA Academy can be changed to a Community Preservation Academy to be more inclusive to traditional neighborhood leaders.

Erno stated that he is open to doing a Traditional Neighborhood Academy, but that we would want to be consistent.

Committee Member Eshe Pickett mentioned that we can do the HOA Academy in a way that is inclusive to both Traditional Neighborhoods and HOA Neighborhoods.

Danae Presler, Neighborhood Programs Administrator asked if there would be any interest in NAC doing a neighborhood leadership class.

Vice Chair Romina Ryals mentioned that there is a benefit in bringing both of the communities together.

De la Rosa mentioned that there is an opportunity to bring in the TNR program.

Vice Chair Ryals mentioned that there is an opportunity to conduct a grant workshop since staff will be working on grant revisions.

Pickett clarified that at this time NAC would like to move forward with reaching out to HOA leaders to confirm their information. For the next event NAC and Neighborhood Programs staff can look at a joint event between HOA and Traditional Neighborhoods.

Apodaca let NAC know that she will send out contact information on HOA neighborhood leaders to NAC members by end of the week.

Vice Chair Ryals reviewed the upcoming NAC Goals through March.

#### **7. ANNOUNCEMENTS**

- a. Committee Member Margi de la Rosa wanted to know if there was a page at the end of the Census confirming completion so that residents could receive a giveaway or be entered into a drawing. Leah Powell, Neighborhood Resources Director informed NAC Members that she has inquired about this and has been unable to confirm.
- b. Danae Presler, Neighborhood Programs Administrator, announced on behalf of Committee Member Dane Cutting that the utility boxes in Uptown Chandler are being wrapped in artwork.
- c. Stephen Erno, Neighborhood Services Manager announced that Mayor Hartke would be attending the January NAC Meeting.

#### **8. CALENDAR**

- a. Neighborhood Advisory Committee Meeting – January 14, Neighborhood Resources Conference Room, 235 S. Arizona Ave, 6:30 p.m.
- b. Council Meeting – January 9 & 23, February 13 & 27 and March 26, City Council Chambers, 6:00 p.m.
- c. State of the City – February 20, 2020
- d. Council Study Session – January 6 and February 10 & 24, City Council Chambers, 6:00 p.m.
- e. Census Day – April 1, 2020
- f. HOA Academy – March 24, 26 & 31 and April 2 & 7, Chandler City Hall, Second Floor, Training Room A & B, 1:00 p.m. – 2:30 p.m.

#### **8. INFORMATION ITEMS**

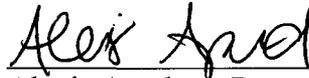
**9. ADJOURNMENT**

Motion to adjourn was made by **Committee Member Eshe Pickett**. Motion seconded by **Committee Member Margie de la Rosa**.

**Meeting adjourned at 8:20 p.m.**



Romina Ryals, Vice Chair



Alexis Apodaca, Recording Secretary