



**PIMA COUNTY
NEIGHBORHOOD REINVESTMENT OVERSIGHT COMMITTEE MEETING
October 19, 2017
Pima County Housing Center
801 W. Congress
Tucson, Arizona 85714**

MINUTES

**NEIGHBORHOOD REINVESTMENT OVERSIGHT COMMITTEE (NROC)
MEMBERS**

Present: Mr. Bennett Bernal - District 3 Appointee, Chair
Ms. JoAnn di Filippo - District 1 Appointee
Ms. Elvia Lopez - District 5 Appointee
Absent: Ms. Jennifer Eckstrom - District 2 Appointee
Note: District 4 does not have an Appointee

**COMMUNITY DEVELOPMENT AND NEIGHBORHOOD CONSERVATION
DEPARTMENT STAFF**

Margaret Kish, Director
Martha Martin, Community Development Housing Planner III
Tony Reis, Program Coordinator
Paula Jansmann, Administrative Specialist Senior

OTHERS PRESENT

Nicole Fyffe, Executive Assistant to County Administration
Leslie Nixon, Former NROC Program Manager

CALL TO ORDER by Chairman Bennett Bernal at 9:00 am.

ROLL CALL

Quorum satisfied.

PLEDGE OF ALLEGIANCE

APPROVAL OF MARCH 4, 2016 MEETING MINUTES

Ms. Lopez moved to approve the minutes from March 4, 2016.
Mr. Bernal seconded. **Motion passed unanimously.**

CALL TO AUDIENCE

Ms. Nixon – Former Program Manager for NROC acknowledged the good work done by Ms. Martin and offered to continue to provide assistance as necessary.

INTRODUCTION OF NEW MEMBER

Ms. JoAnn di Filippo, by way of introduction, informed the Committee of her background and experience working within the community.

ELECTION OF NEW OFFICERS

Ms. Lopez moved the appointment of Dr. di Filippo as the NR Chair and Mr. Bernal as the NR Vice-Chair.

Mr. Bernal seconded. **Motion passed unanimously.**

COMMITTEE AND STAFF – ROLES AND RESPONSIBILITIES

a. Quorum

With a five (5)-member committee – 3 members present constitutes a quorum. Discussion ensued regarding frequency of meetings, monthly or quarterly, given the status of current project activity.

b. Report on Projects

Due to issues regarding the City of Tucson's budget authority there was delay in the full execution of the NR project IGAs which were finalized in December of 2016. Ms. Martin has been working with Ms. Nancy Cole, Office of Program Management, to move them through the construction process. Quarterly meetings occur with CDNC, PM and City of Tucson staff; quarterly reports are submitted to Ms. Jan Leshner, Chief Deputy County Administrator.

c. Other Responsibilities

Ms. Kish described the process when the NR program was fully staffed, working with neighborhoods to obtain consensus and facilitate projects from concept to completion and dedication. Once projects were completed, staff followed up with reports as to the condition of the projects and work with appropriate jurisdictions if there were an issue. This level of involvement is no longer available due to the reduction from six full-time staff to one part time (20%) FTE.

ACTIVE PROJECTS

a. Quarterly Report Ending September 30, 2017

Committee members received a copy of quarterly report for their review.

b. Current Progress and Timelines

i. Project Management Office

Ms. Martin provided a status update to the Committee for projects managed by Pima County:

- St. John project, for restroom installation, completed in June of 2017. The County was able to extend the lease with the Diocese for 25 years to insure maintenance.
- Naylor/Changemaker project, for pedestrian bridge and sidewalk improvements, is underway with the pouring of concrete for the bridge and site work for the sidewalk. The school received an additional grant to expand the project to include water harvesting.

- The County is drafting a second offer for Chevron's approval, of land acquisition in the City of South Tucson. Pedestrian crossing lights will begin once acquisition is approved.

ii. CDNC/City of Tucson

Ms. Martin provided a status update to the Committee for projects managed by the City of Tucson:

- Sunnyside project, airport wash walking path, is designed and ready to move forward with two of three sections.
- Barrio Santa Rosa/Viejo project, three park improvements, with the basketball court resurfacing and installation of the San Cosme shade structure is near completion.
- Menlo Park project is under construction. The initial two stations were combined into one with a single shade structure.
- There are four projects that call for the installation of street lights
 - The Elvira and Midvale projects are for the installation of street lights which have been ordered with delivery expected in November and one to two months for the installation.
 - Elvira and Country Glen will utilize solar lights, Midvale will utilize traditional lights.
 - Cottonwood Lane and Country Glen will include some road improvements with chicanes and walking paths to the park to address safety concerns.
- Five Points project is pending final design issues. The project design will be submitted to ADOT for final approval.

NEXT MEETING

Next meeting is scheduled for 9:00AM, November 15, 2017 at the Housing Center.

ADJOURNMENT

Ms. Di Filippo moved to adjourn the meeting.

Ms. Lopez seconded. **Motion passed unanimously.**

Meeting adjourned at 9:57 am.

Minutes submitted by Paula Jansmann