

Menlo Park Neighborhood Plan Steering Committee Monthly Meeting January 10, 2022

Time: 5:30 pm to 6:30 pm

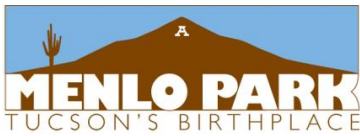
Zoom Meeting link: Join Zoom Meeting

<https://us06web.zoom.us/j/94209096025?pwd=T2hRZzVTOUxTYk5Fb1EyYjJUNHNSdz09>

Agenda

- **Welcome**
- **Minutes Approval - December 13, 2021,**
- **Outreach in Early 2022**
 - **Overseen by Neighborhood Plan Steering Committee**
 - Menlo Park Picnic Update (to be held after Neighborhood Association Elections) (Wendy Sterner)
 - Vecinos Certificates to be distributed at Menlo Park Picnic (to be held after Neighborhood Association Elections) (Zach Yentzer)
 - Possible inclusion of information about Neighborhood Plan effort in Neighborhood Association newsletter mailout announcing elections and picnic. (Zach Yentzer)
 - Vecinos Appreciation Lunch at Mission Garden Update (Wendy Sterner)
 - **Overseen by Project Team (Scope of Work)**
 - Participation in Upcoming Steering Committee-Led Picnic and Other Committee-Led Events – Neighborhood Plan Table (Maria Masque and Rebecca Ruopp)
 - **Additional Ideas to Help Expand Inclusion in Support of Steering Committee Efforts**
 - Decide on which idea(s) presented by Luz “Flor” Espinoza-Burrueal, Ward 1 Director of Constituent Services at Dec. 13th meeting the Steering Committee would like to pursue next in partnership with Ward 1.
Note: See December 13, 2021, Minutes for description of activities listed below:
 - Resource Fair
 - Community Cleanups
 - Youth Outreach/Student Outreach/Family Outreach
 - Canvassing Training for Vecinos
 - Identify Steering Committee member(s) that will lead effort(s) selected in the previous list.

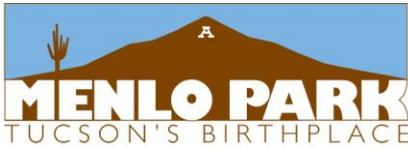
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Agenda (Continued)

- **Engaging Sentinel Building and West End Station Communities:**
Note: Flor Espinoza-Burrueal sent the contact information for the Sentinel Building. Lisa is the property manager, her number is: 520.207.2910 and the person to contact about getting residents involved is Sally, she is the resident services coordinator her email is: Sally.Krommes@presmgmt.com
 - Sentinel Building Community Update (Steve Brown)
 - West End Station Update – Need a Steering Committee member or Vecino that lives nearby to establish contact (Maria Masque and Rebecca Ruopp)
- **Steering Committee Discussions:**
 - Status of awarded grant for Vecinos Stipends from Community Food Bank of Southern Arizona (Zach Yentzer)
- **Project Progress Report (Scope of Work)**
 - Community Conversations Matrix Update – (Maria Masque)
 - Draft Current Conditions Technical Report Update - (Rebecca Ruopp)
- **Steering Committee/Consultant Completed and Upcoming Activities/Actions Log**
 - Brief Update (Maria Masque)
Note: Please see Log on next page
- **Adjournment**



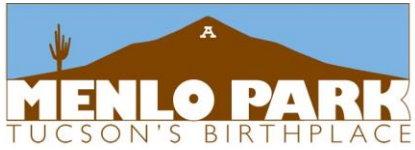
Steering Committee/Consultant Completed and Upcoming Activities/Actions Log

Steering Committee Meeting January 10, 2021

[Next Steering Committee Meeting, February 14, 2021]

The following log shows activities/actions recently completed or to be undertaken over the next month by the Menlo Park Neighborhood Plan Consultant Team and the Menlo Park Steering Committee. These are based on the Scope of Work (SOW) and the Public Engagement Program (PEP) for the Menlo Park Neighborhood Plan. This log will be updated for review and discussion at monthly Steering Committee meetings.

MENLO PARK NEIGHBORHOOD PLAN CONSULTANT TEAM			
ACTION/ACTIVITY & SOURCE (i.e., SOW, PEP, other)	LEAD PERSON(S)	EST. COMPLETION DATE	STATUS/NOTES
Proposal for 1 st Open House (SOW)	Linda Morales, Maria Masque, Koren Manning, Rebecca Ruopp	July 30, 2021	Completed/Event On Hold
PEP Approval (SOW)	Menlo Park Neighborhood Association	August 9, 2021	Completed
Menlo Park Management Meeting with PDS (SOW)	Rebecca Ruopp/Koren Manning/Linda Morales/Maria Masque	Monthly	Completed
Vecinos Coordination Meeting with Lyssa Hall	Rebecca Ruopp/Maria Masque	August 31, 2021	Completed
Vecinos Structure, Maps, and Demographic/Socio-economic data for Thriving Communities Grant	Submitted to Lyssa Hall by Maria Masque	September 15, 2021	Completed
Community Conversations Materials and Logistics	The Planning Center Team	September-October	Completed
Vecinos Summary Activation for Community Conversations Flyer Distribution	Project Team – Rebecca Ruopp and Maria Masque.	October 7, 2021	Completed
Community Conversations (SOW/PEP)	Project Team	Oct. – Nov. 2021	Completed
Neighborhood Plan Meeting with The Ward 1 Office Representative, PDS and Consultant (SOW)	Rebecca Ruopp/Maria Masque/Alicia Morales	November 2, 2021	Completed
Input Received to Date (Comments & Cards) (SOW)	Maria Masque/Alicia Morales	Ongoing	In Progress
Current Conditions Technical Report (SOW)	Rebecca Ruopp leading City Review	Submitted to PDS	City Review In Progress
Tucson Origins Heritage Park Investigation	Maria Masque/Rebecca Ruopp	Completed	Updated to include Raul's notes
Caterpillar Investigation	Rebecca Ruopp	Completed	
PEP Schedule Update (SOW)	Maria Masque	In Progress	November SC Mtg.
Debrief Meeting with The Ward 1 Office and Council Member Santa Cruz (SOW/PEP)	Project Team – Koren Manning, Rebecca Ruopp, Maria Masque	December 8, 2021	Completed
MPNA Meeting Attendance	Maria Masque and/or Rebecca Ruopp	Nov. and Dec. Meetings	Ongoing as needed.
MENLO PARK STEERING COMMITTEE			
Vecinos Coordination	Zach Yentzer, Director, Wendy Sterner, Coordinator	On going	Ongoing
PEP Approval	MPNA Wendy Sterner/Zach Yentzer	August 9, 2021	Completed
MPNA Survey	Wendy Sterner	Ongoing	In Progress
Updates to Menlo Park Neighborhood Plan website	Shelly Glandon	As needed	Ongoing
Historic Tours 1 & 2	Greg Smith/Wendy Sterner		Completed
Vecinos Appreciation Lunch	Wendy Sterner	Ongoing	In Progress
MPNA Elections/Picnic at the Park	Wendy Sterner	February 12, 2022	In Progress



Steering Committee/Consultant Completed and Upcoming Activities/Actions Log