

**MINUTES**  
**NEIGHBORHOOD ADVISORY COMMISSION (NAC)**  
City of Carrollton

Thursday, March 12, 2009  
6:30 p.m.

Council Briefing Room  
Carrollton City Hall  
1945 E Jackson Road

The Neighborhood Advisory Commission of the City of Carrollton convened on Thursday, March 12, 2009 at 6:30 p.m. with the following members present: Chair Alan Overholt, Vice Chair, Horace Blake, Commissioner Melvin Chadwick, Commissioner Laura Philips, Commissioner Jan Stephens, Commissioner Debi Whitley and Commissioner George Barnes. City staff present: Mr. Scott Hudson, Director, Environmental Services, Mr. Brian Passwaters, Division Manager, Community Services, Ms. Maleka Jiwani, Sr. Community Development Program Specialist and Mrs. Alina Ciocan, Community Development Program Specialist. Commissioner Sanjay Pillai arrived at 6:50 pm. Commissioner Mike Ghouse was absent.

I. Call to Order.

Chair Overholt called the meeting to order at 6:30 p.m.

II. Introductions. – Item to introduce those present.

Chair Overholt stated there were no introductions.

III. Review the Minutes of the February 12, 2009 Meeting. - Item to review and adopt the minutes from the February 12, 2009 meeting of the Neighborhood Advisory Commission.

Chair Overholt asked for a motion on the minutes of February 12, 2009 regular meeting of the Neighborhood Advisory Commission. Commissioner Whitley proposed some changes to her previously presented mentoring report.

Commissioner Whitley made a motion to adopt the February 12, 2009 minutes as amended.

Commissioner Stephens seconded the motion.

The motion passed unanimously.

IV. Neighborhood Registration Process. – Item to update the NAC on the status of the neighborhood registration process.

Ms. Jiwani reported that only one new registration was received for Oak Hills ACORN Neighborhood Association (NA) since the last meeting. An updated copy of the HOA contact information along with registration information was handed out to the Commissioners.

Commissioner Barnes asked staff about the official role of NAC Commissioners at the HOA meetings. Commissioner Whitley expressed her opinion about the role of Commissioners as mentors. Commissioner Barnes raised the question about HOA contact people not being responsive to his inquiries. Commissioner Stephens said that it could simply mean that the NA does not have an active board but still exists as an informal NA. Mr. Hudson stated that the role of Commissioners has been to support those groups who are interested in forming a new neighborhood association or enhancing a current one.

Commissioner Barnes asked staff how the neighborhood associations are brought to the City's attention. He specifically inquired about the Moore Farm subdivision. Mr. Hudson responded that the City usually reaches out to newly developed subdivisions. Chair Overholt stated that two years ago Carolyn Waters, Administrative Support Assistant sent registration forms to all neighborhoods in Carrollton. A brief discussion followed on the cooperation and involvement of management companies that oversee the neighborhood associations.

In addition, Commissioner Barnes raised a question about resources that can be offered to a neighborhood that doesn't qualify for the NEMGP or other grants due to their age and income limits. Mr. Hudson responded that while there are affluent neighborhoods that truly don't have a great deal of need, they can still be supported in their meetings and assisted with their code related concerns or environmental issues. In addition, Commissioners can inform the HOAs that there is a Speakers Bureau at the City that can present on various topics.

Commissioner Philips spoke about her pleasant experience in dealing with her neighborhoods, in particular Savoy of Josey Ranch Neighborhood Association.

- V. Neighborhood Mentoring Program. – Item to share information on Neighborhood Advisory Commission contact with neighborhoods and rehash the NAC event.

Chair Overholt requested Commissioner Pillai to present his assigned mentoring report.

Commissioner Pillai presented his mentoring report to the Commission. A copy of the actual mentoring report is attached. A brief discussion followed his report.

Chair Overholt announced that there will be no meeting in April. He further stated that Commissioner Philips and Commissioner Chadwick are scheduled to present their mentoring reports in May.

Chair Overholt asked Commissioners to share their feedback on the Citizens' Evening at City Hall event. He posed three questions as to what was done well, how can it be made

better and what could be added to next year's event. Commissioners gave their opinions in regards to the above mentioned questions (see attachment). Staff mentioned that all speakers and City staff members who assisted with the event were acknowledged with Carrollton Difference coins. Event Committee Chair Philips sent thank you notes to all speakers as well.

Following the discussion on the event, Commissioners and staff agreed upon holding a second Citizens' Event in fall 2009. The format and topics will differ from the February 2009 event. Chair Overholt appointed Commissioner Philips as the Event Committee Chair for the fall event. Commissioner Philips expressed her views about the upcoming event and a discussion followed.

- VI. Neighborhood Enhancement Matching Grant Program. – Item to update the NAC on the status of current Neighborhood Enhancement Matching Grant Projects.

Ms. Jiwani reported that there are no new NEMGP projects in the pipeline.

- VII. Neighborhood-Oriented Targeted Infrastructure and Code Enforcement (NOTICE) Program. - Item to brief the NAC on the status of the Francis Perry Estates N.O.T.I.C.E. Program.

Mrs. Ciocan reported that the project is ahead of schedule and its estimated completion date is June 2009.

- VIII. People Helping People Program. - Item to brief the NAC on the status of the People Helping People Program.

Mrs. Ciocan stated that she is working on multiple projects: fence replacements, siding replacement and painting projects.

Chair Overholt initiated a discussion about expansion of PHP Program. Mr. Hudson stated that he recently attended a sustainability conference where several grant opportunities were discussed on energy efficiency, weatherization and supplemental CDBG funds. He gave an overview of the PHP Program and its current funding and project limitations. He also presented different approaches that PHP could take in the future. In addition, different eligibility requirements were discussed for this program. Commissioner Stephens asked if NAC's suggestion to increase the funding for PHP Program could be submitted to Council. Mr. Hudson said that a statement could be submitted as a recommendation to Council on behalf of the NAC Commission. Chair Overholt suggested that this recommendation be included on next meeting's agenda as an action item that Commissioners can vote on. Mr. Hudson volunteered to take on the responsibility of informally briefing the Council on NAC's position regarding the increased funding for PHP.

- IX. Enhanced Code Enforcement. - Item to brief the NAC on the status of the Enhanced Code Enforcement in the Community Development Block Grant (CDBG) Targeted Area.

Ms. Jiwani reported that there were 202 cases closed in the month of February.

X. Visitors Comments & Other Business.

Chair Overholt had an announcement about the pending Texas Constitutional amendment limiting the mandatory homeowners' association's rights to foreclose on properties. The proposed legislation also will allow homeowners within a mandatory HOA to have more rights. A brief discussion followed.

An option was given to the Commissioners to elect for either a hard copy or a soft copy of the agenda packet. A majority of the Commissioners agreed to continue to receive a hard copy in the mail.

Mr. Hudson stated that the May and June meetings are required meetings.

XI. Adjournment.

Chair Overholt adjourned the meeting at 9:20 p.m.

---

Alan Overholt, Chair  
Neighborhood Advisory Commission

---

Scott Hudson  
Director, Environmental Services

**Commissioner Sanjay Pillai**  
**Mentoring Report**  
**Presented on Thursday, March 12, 2009**

**Creekside Addition HOA** (Mandatory HOA)

Primary Contact: Matt Simpson 972-307-1801

**Loc:** Just south of Hebron High School facing Charles ST

**Info:** There isn't a published newsletter. Membership fee is \$249 Semi-annually  
115 single family homes

1 vacant lot

**Annual activities:** Progressive Dinner (December)  
National Night Out (August)  
Summer Social (August)

**Estates In High Country** (Voluntary HOA)

**Primary Contact:** Matt Garrett 214-878-3823

**Loc:** North-Hebron parkway

East - High Country

South- High Country

West- Marsh Ridge

**Info:** there is a published newsletter. Membership fee is \$120 annually  
102 single family homes

**Annual Activities:** Halloween Party  
National Night Out  
Membership Picnic  
Annual Meeting  
1 or 2 Socials

- They are interested in NEMPG project
- Looking into ATS for security cameras
- Attended Event
- Interested in the Planning and Zoning activities for Kroger shopping Center
- Has consulted engineers to combat creek erosion problem from increase water flow. (\$600,000-\$1.5 million)

**Frankford Estates HOA** (Mandatory)

**Primary Contact:** Travis Shreifer 214-450-7247

**Loc:** North – Apline

East – Cemetery Hill

South - Frankford

West – Riverside/DelaFord

**Info:** There is a published Newsletter. Membership is \$225.00 annually.  
122 Single Family Homes

**Annual Activities:** Annual Meeting (June)  
International Night Out (August)

- Rebar sticking out of sidewalks
- Coax Cable over alley way
- Construction vehicles causing noise and traffic problems
- Attended event

### **High Country, HOA Robert Hopper (DEFUNCT)**

### **Highland Neighborhood Association, HOA (Voluntary)**

**Primary contact:** Roger Jackson 972-307-5444

**Loc:** North- Highland Heights  
East – Marsh Lane  
South – Rosemeade Parkway  
West – Canon Gate Circle

**Info:** There is a published Newsletter. Membership fee is \$75 annually.  
495 single family homes

**Annual Activities:**

Easter egg hunt (Easter Weekend)

July 4 Bike Parade (July 4)

Holiday Hayride (Dec. Sun. night TBA)

Golf Tournament (May/Oct)

National Night out (August)

Empty Nesters (Every other Month)

Annual Meeting (November)

Pokeno/Bunco Craft Group (Monthly)

Dinner Group (monthly)

Spring (spring)

- Interested in the NEMPG project and will be meeting tomorrow to discuss the project(possible fence)
- In support of Kroger Shopping Rezoning and Development
- Attended the NAC event

### **Oak Creek Estates, HOA**

**Primary contact:** John Mahalik

**Locations:** East of Marsh ridge  
North of Rosemeade

**Info:** Cameras are going up (ATS). Attended the event  
In support of rezoning the Kroger shopping center.