## MINUTES NEIGHBORHOOD ADVISORY COMMISSION (NAC)

City of Carrollton

Thursday, August 13, 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, August 13, 2009 at 6:30 p.m. with the following members present: Chair Alan Overholt, Vice Chair Horace Blake, Commissioner Sanjay Pillai, Commissioner Melvin Chadwick, Commissioner Laura Philips, Commissioner Jan Stephens, Commissioner Debi Whitley and Commissioner George Barnes. City staff present: Mr. Brian Passwaters, Division Manager, Community Services, Ms. Maleka Jiwani, Sr. Community Development Program Specialist and Ms. Alina Ciocan, Community Development Program Specialist. Mr. Scott Hudson, Director, Environmental Services 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 introduced Mr. Tom Geier, CIP Manager with the Engineering Department.

Chair Overholt stated that Item III of the agenda will not take place and asked Ms. Jiwani to provide an explanation. Ms. Jiwani said that Council had appointed a member to Seat 1, but there was no acknowledgement received. Therefore, Council will fill this Seat with other Board and Commission appointments.

III. Review the Minutes of the June 11, 2009 Meeting. - Item to review and adopt the minutes from the June 11, 2009 meeting of the Neighborhood Advisory Commission.

Chair Overholt indicated that there was a change to be made on page 2.

Chair Overholt asked for a motion on the minutes of June 11, 2009 meeting of the Neighborhood Advisory Commission. Commissioner Stephens made a motion to adopt the June 11, 2009 minutes. Commissioner Barnes seconded the motion. The motion passed unanimously.

Chair Overholt switched the order on the agenda and asked Mr. Geier to proceed with his presentation on the NOTICE program. See Item V, Program Updates for details on Mr. Geier's presentation.

Chair Overholt also acknowledged Ms. Cathy Henesey who arrived at 6:38 pm as a visitor.

IV. <u>Neighborhood Mentoring Program</u>. – Item to share information on Neighborhood Advisory Commission contact with neighborhoods. Discuss the upcoming NAC event in the fall. Update on Property Maintenance Code revisions.

Chair Overholt presented his mentoring report (see attachment).

Ms. Jiwani provided a brief update on the upcoming event on August 29th, followed by an update on draft Property Maintenance Code revisions by Mr. Passwaters.

V. <u>Program Updates.</u> - Item to brief the NAC on the status of the neighborhood registration process, Neighborhood Enhancement Matching Grant Projects, Francis Perry Estates N.O.T.I.C.E. Program, People Helping People Program, and the Enhanced Code Enforcement in the Community Development Block Grant (CDBG) Targeted Area.

Mr. Geier gave an overview of various infrastructure projects that are taking place throughout the City. He stated that Francis Perry Estates is now going through asphalt mill and overlay. The project is expected to be completed in about two weeks.

Mr. Geier talked about the Park Place project, which is located north of Fyke, east of Nix and south of Beltline Rd. He further stated that the Park Place project will be completed in three phases. Other non-CDBG NOTICE projects will take place concurrently. These projects are funded with bond referendum and neighborhood partnership funds. A discussion followed with some questions and answers. Chair Overholt asked Mr. Passwaters about follow-up code enforcement in the Francis Perry Estates neighborhood. Mr. Passwaters said that code enforcement will do thorough follow-ups.

Ms. Ciocan reported that there were no new NEMGP applications. Furthermore, she stated that two new neighborhood registrations were received: Savoy of Josey Ranch and Highlands Neighborhood Association.

Ms. Ciocan reported that she is currently working on two new projects: a fence replacement and a brick repair project.

Ms. Ciocan reported that 223 code enforcement cases were closed in the month of July in CDBG targeted areas.

## VI. Visitors Comments & Other Business.

(Items not listed elsewhere on the agenda may be addressed at this time. No official action can be taken on any item discussed during this portion of the meeting.

Chair Overholt asked Mr. Passwaters to inform Commissioners on City's policy regarding communication with media. Mr. Passwaters indicated that all media contacts are handled through the Marketing Department. This policy applies to all City staff and board members.

Chair Overholt gave the floor to Ms. Cathy Henesey, President of Hunters Creek HOA and First Chair of Keep Carrollton Beautiful (KCB). Ms. Henesey gave an overview of the new structure of KCB and their upcoming events.

| VII. | Ad | journment. |
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Chair Overholt adjourned the meeting at 8:28 p.m.

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Alan Overholt, Chair Neighborhood Advisory Commission

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Scott Hudson Director, Environmental Services