REVISED MINUTES NEIGHBORHOOD ADVISORY COMMISSION (NAC)

City of Carrollton

Thursday, January 13, 2011 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, January 13, 2011 at 6:30 p.m. with the following members present: Chair Mel Chadwick, Vice Chair Horace Blake, Commissioner Nancy Putnam, Commissioner Marilyn Roppolo, Commissioner Debi Whitley, Commissioner George Barnes, Commissioner Gary Wooley and Commissioner Sanjay Pillai. City staff present: Mr. Scott Hudson, Director of Environmental Services, Mr. Brian Passwaters, Division Manager, Community Services, Ms. Maleka Jiwani, Sr. Community Development Program Specialist, and Ms. Vicki Gomez, Executive Assistant, City Manager's Office.

I. Call to Order

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

II. <u>Introductions</u> – Item to introduce those present.

No Introductions.

III. Neighborhood Enhancement Matching Grant Program – Item to update the NAC on the Woodcreek HOA NEMGP proposal.

Ms. Jiwani had distributed a packet from the Woodcreek HOA Vice President Jon Ortega that included a memo and a copy of 24 ballots received from the 53 ballots sent to residents living on Southern Circle, Belvedere and Southern Court. She reported that since eighteen of the respondents were in favor of the sign at Southern Circle then Woodcreek HOA had received the simple majority to move forward with placing a "Woodcreek" sign at Southern Circle. Commissioner Barnes asked if the NAC Commission motion was for a simple majority of anyone responding or for all the polled residents. It was determined that it would be for a simple majority of anyone who did respond. Commissioner Whitley made a motion to accept the additional information provided by Woodcreek HOA and to approve the Woodcreek HOA NEMGP project. Commissioner Blake seconded the motion. The motion passed unanimously.

IV. Review the Minutes of the November 11, 2010 Meeting - Item to review and adopt the minutes from the November 11, 2010 meeting of the Neighborhood Advisory Commission.

Commissioner Chadwick asked for a motion on the minutes of November 11, 2010 meeting of the Neighborhood Advisory Commission. Commissioner Putnam made a motion to adopt the revised November 11, 2010 minutes that had been distributed at the meeting. Commissioner Blake seconded the motion. The motion passed unanimously.

V. <u>Neighborhood Mentoring Program</u> – Item to share information on Neighborhood Advisory Commission contact with neighborhoods. Discuss the upcoming NAC event in Winter 2011.

Chair Chadwick asked Commissioner Pillai to present his mentoring reports. Commissioner Pillai presented his reports. (copies of reports distributed at the meeting) Chair Chadwick asked if there were suggestions on the formatting of the mentoring reports that would focus on neighborhood concerns. Ms. Jiwani suggested using Commissioner Barnes' summarized template so that all mentoring reports would be concise. Chair Chadwick asked that the template be sent to all Commissioners. The Commission decided to add Code Enforcement to the template.

Mr. Hudson asked if the Commissioners would like to include questions relating to Code Enforcement in their mentoring reports. Commissioner Whitley commented on this addition to the report and staff follow-up with the Commissioners on the concerns reported to them. A discussion followed relating to abandoned cable/utility boxes in right of way and a Neighborhood Association request about landscaping to the Keller Springs right of way. Commissioner Wooley suggested that this topic go to council for recommendation.

Sub-Committee Chair Chadwick began the discussion on the NAC Winter 2011 event by asking that all Commissioners arrive by 6:15pm on Thursday, February 24, 2011. He briefed all Commissioners on the agenda for the event and that the theme is "New Ideas/New Thoughts."

VI. <u>Program Updates</u> - Item to brief the NAC on the status of the neighborhood registration process, Neighborhood Enhancement Matching Grant Projects, Park Place N.O.T.I.C.E. Program, Minor Home Repair Program, and the Enhanced Code Enforcement in the Community Development Block Grant (CDBG) Targeted Area.

Ms. Jiwani reported that there have been 17 HOA registrations since the November 11, 2010 meeting. She reported that she's currently working with the Woodcreek HOA. She is in communication with Rosemeade Heights and The Highlands HOA's about possible NEMGP grants.

Ms. Jiwani reported that N.O.T.I.C.E. project Park Place Phase 2 has started. She reported that the minor home repair program is on hold and there is a backlog. CDBG Code Enforcement Officer closed approximately 442 cases and all Code Enforcement Officers closed approximately 2,575 cases in the month of November 2010.

VII. 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 Chadwick asked Commissioner Wooley to speak about the Yahoo group. Commissioner Wooley explained the program and how HOAs can use it. Chair Chadwick has asked that Commissioner Wooley demonstrate it at the March 10, 2011 meeting.

Commissioner Barnes asked if the vacancy of Seat 1 of the NAC Committee would be filled this year. Mr. Hudson said they are hopeful there will be adequate applications to fill the seat in March.

Chair Chadwick asked the commissioners to consider volunteering to chair the Fall Sub-Committee.

VIII. Adjournment Chair Chadwick adjourned the meeting at 7:58p.m. Mel Chadwick, Chair Neighborhood Advisory Commission

Scott Hudson Director, Environmental Services