

MINUTES
NEIGHBORHOOD ADVISORY COMMISSION (NAC)
City of Carrollton

Thursday, November 8, 2012
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, November 8, 2012 at 6:30 p.m. with the following members present: Chair Mel Chadwick, Vice Chair George Barnes, Commissioner Pam Mulligan, Commissioner Elida Munoz, Commissioner Anil Joseph, Commissioner Eric Dick, Commissioner Nancy Putnam and Commissioner Armando Perez. Commissioner Marilyn Roppolo was absent. City staff present: Mr. Scott Hudson, Director of Environmental Services, Mr. Brian Passwaters, Division Manager, Community Services and Christine Wagner-Powers, Community Development Program Specialist.

I. Call to Order

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

II. Introductions – Item to introduce those present.

Chair Chadwick introduced Commissioner Perez. Commissioner Perez introduced himself to the Commission. Commissioners, Mayor Pro Tem Jeff Andonian and staff liaisons then introduced themselves to Commissioner Perez.

III. Seating of Commissioners - Item to conduct the oath of office and seat new and returning members of the Neighborhood Advisory Commission.

Chair Chadwick and Commissioner Perez were sworn in prior to the start of the meeting. Commissioner Joseph needs to be sworn in at or prior to the January 10, 2013 meeting.

IV. Election of the 2012-2013 Chair and Vice-Chair – Item to nominate and elect the 2012-2013 Chair and Vice-Chair of the Neighborhood Advisory Commission (NAC).

Chair Chadwick opened the floor for nominations of the Chair and Vice Chair. Chair Chadwick mentioned that according to the bylaws there would not be secret ballot voting and that if someone was to abstain from voting it would be considered a vote against the nominee. Vice Chair Barnes expressed his views on how he interpreted the bylaws in this matter. The commissioner and staff then discussed further. Vice Chair Barnes made a motion to postpone the election of 2012-2013 officers until the January 10, 2013 meeting pending the advice and clarification of the City Attorney. Commissioner Mulligan

seconded the motion. Commissioner Munoz, Commissioner Joseph, Commissioner Dick and Commissioner Putnam voted for the motion. Chair Chadwick and Commissioner Perez voted against the motion. The motion passed.

- V. Review the Minutes of the October 11, 2012 Meeting - Item to review and adopt the minutes from the October 11, 2012 meeting of the Neighborhood Advisory Commission NAC.

Chair Chadwick asked for a motion on the minutes of October 11, 2012 meeting of the NAC. Vice Chair Barnes made a motion to adopt the October 11, 2012 minutes as presented. Commissioner Dick seconded the motion. The motion passed unanimously.

- VI. Neighborhood Mentoring Program – Item to share information on Neighborhood Advisory Commission contact with neighborhoods. In addition, schedule mentoring report assignments for 2012-2013. Discuss the upcoming NAC event in Spring 2013.

Chair Chadwick asked Commissioner Dick to update the commission on the Spring 2013 event to be held on Tuesday, February 26, 2013. Commissioner Dick did not have anything to discuss at this time. Mr. Hudson asked commissioners to make suggestions on topics for the event. Commissioner Putnam and Commissioner Mulligan made suggestions.

Commissioner Putnam presented her mentoring reports. (*copies of the reports were distributed at the meeting*)

Mentoring report assignments for 2012-2013 were distributed to the commission.

- VII. Program Updates – Item to brief the NAC on the status of the neighborhood registration process, Neighborhood Enhancement Matching Grant Projects, 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. Wagner-Powers reported that there had been two (2) new registrations since the last meeting. Ms. Wagner-Powers reported that one (1) association's Management Company has contacted her with interest in a NEMGP project. She reported that the Hill 'N Dale N.O.T.I.C.E. project will begin bidding soon.

Ms. Wagner-Powers reported that there have been five (5) MHRP applicants since the last meeting. There is one project that will be under construction soon and she is currently reviewing other applications.

Ms. Wagner-Powers reported that in total, Code Enforcement Officers closed 1,305 cases in August 2012; 1,136 cases in September 2012 and 1,318 cases in October 2012.

- VIII. Bylaws – Item to discuss the draft revisions to the Neighborhood Advisory Commission bylaws.

Chair Chadwick asked the commissioners if they would like to postpone the discussion on the Bylaws until the January 10, 2013 meeting. He asked that any suggested changes to the Bylaws be emailed to Chair Chadwick and Mr. Hudson by Thanksgiving, November 22, 2012.

Commissioner Putnam made a motion to postpone the discussion of Bylaw changes until January 10, 2013 meeting. Vice-Chair Barnes seconded the motion. The motion passed unanimously.

- IX. Community Development Block Grant (CDBG) Fall 2012 Planning Calendar - Item to review and adopt Community Development Block Grant (CDBG) Fall 2012 Planning Calendar.

Commission discussed under (CAPER) agenda item X, the Fall 2012 Planning Calendar.

- X. Public Hearing on the PY 2011 Consolidated Annual Performance and Evaluation Report (CAPER). Item to receive public comments and formulate a recommendation for action to the City Council on the draft PY 2011 Consolidated Annual Performance and Evaluation Report (CAPER).

Chair Chadwick asked for a motion to open the public hearing to discuss the PY 2011 Consolidated Annual Performance and Evaluation Report (CAPER). Commissioner Dick motioned to open the public hearing. Commissioner Mulligan seconded the motion.

The commission went through the (CAPER) page by page. They asked questions of staff and recommended changes to be made.

Commissioner Mulligan motioned to close the public hearing. Commissioner Joseph seconded the motion. The motion passed unanimously.

Commissioner Munoz made a motion to accept the (CAPER) as amended. Commissioner Dick seconded the motion. The motion passed unanimously.

- XI. Public Hearing on Gravley Center Proposed Change of Use of Funds - Item to receive public comments and formulate a recommendation for action to the City Council on the proposal to use funds from the separation of the Gravley Center from the CDBG program for the N.O.T.I.C.E. program.

Chair Chadwick asked for a motion to open the public hearing on Gravley Center Proposed Change of Use of Funds. Commissioner Mulligan motioned to open the public hearing.

Mr. Hudson reported that \$252,000.00 has been repaid to the city's line of credit with HUD. The amount has been applied to the CDBG line of credit, which could now be used by N.O.T.I.C.E. A public notice had been posted in the Carrollton Leader for about a month, but they did not receive any comments from the public.

Commissioner Joseph motioned to close the public hearing.

Commissioner Putnam made a motion to accept staff's recommendation. Commissioner Mulligan seconded the motion. The motion passed unanimously.

XII. 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.)

Commissioner Mulligan and Mr. Hudson attended the Garland Neighborhoods Summit on Saturday, October 27th, 2012. Commissioner Mulligan said that she found it very informative and discussed what she had learned.

Chair Chadwick thanked commissioners for getting the word out to their associations about the Camelot landfill expansion public meeting on October 25, 2012. Mayor Pro Tem Jeff Andonian had heard that two landfill expansions did not get their TCEQ permits due to widespread opposition and that our voices do matter. Mr. Hudson said there would soon be an opportunity to make comments on the Camelot landfill expansion draft permit.

Chair Chadwick would like to form a sub-committee to review the requirements to become a Homeowners or Neighborhood Association. He said this proposal would be included on the agenda for the January 10, 2013 meeting.

Commissioner Mulligan mentioned that RecycleBank is back through Waste Management and the Centennial calendars are on sale on the city website.

Mayor Pro Tem Jeff Andonian asked that Mr. Hudson send the commissioners the link for the Facebook page on the landfill issue.

XIII. Adjournment

Chair Chadwick adjourned the meeting at 8:44 p.m.

Mel Chadwick, Chair
Neighborhood Advisory Commission

Scott Hudson
Director, Environmental Services