MINUTES NEIGHBORHOOD ADVISORY COMMISSION (NAC)

City of Carrollton

Thursday, January 8, 2009 6:30 p.m.

Meeting Room 1W2 Carrollton City Hall 1945 E Jackson Road

The Neighborhood Advisory Commission of the City of Carrollton convened on Thursday, January 8, 2009 at 6:30 p.m. with the following members present: Commissioner Melvin Chadwick, Commissioner Laura Philips, Chair Alan Overholt, Vice Chair, Horace Blake, Commissioner Debi Whitley, Commissioner Jan Stephens, Commissioner Sanjay Pillai and Commissioner George Barnes. City staff present: Mr. Scott Hudson, Director, Environmental Services, Mr. Brian Passwaters, Division Manager, Community Services, Environmental Services, Ms. Maleka Jiwani, Sr. Community Development Program Specialist, Mrs. Alina Ciocan, Community Development Program Specialist and Mrs. Phyllis Tidwell, Administrative Support Specialist. Commissioner Mike Ghouse arrived at 6:45 pm.

I. Call to Order.

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

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

Chair Overholt asked Mr. Hudson to introduce the new NAC Commissioner. Mr. Hudson introduced Mr. George Barnes as the new Commissioner for Seat 7.

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

Mrs. Phyllis Tidwell administered the oath of office for the following commissioners: Commissioner Jan Stephens and Commissioner George Barnes.

IV. Review the Minutes of the November 13, 2008 Meeting. - Item to review and adopt the minutes from the November 13, 2008 meeting of the Neighborhood Advisory Commission.

Chair Overholt indicated there were two revisions to be made on page 1 and page 4 of the November minutes. Chair Overholt asked for a motion on the revised minutes of the November 13, 2008 regular meeting of the Neighborhood Advisory Commission.

Commissioner Stephens made a motion to adopt the November 13, 2008 minutes.

Commissioner Whitley seconded the motion.

The motion passed unanimously.

V. <u>Neighborhood Registration Process</u>. – Item to update the NAC on the status of the neighborhood registration process.

Ms. Jiwani reported that there are 39 associations currently registered as compared to 49 registrations received last year. Ms. Jiwani acknowledged Mrs. Whitley's assistance with the registration process. She stated that a current list of homeowner's associations will be emailed to all Commissioners very soon.

VI. <u>Neighborhood Mentoring Program</u>. – Item to share information on Neighborhood Advisory Commission contact with neighborhoods, get an update from the event committee.

Chair Overholt requested Commissioner Ghouse and Commissioner Whitley to present their assigned mentoring reports.

Commissioner Ghouse elected to present his report at a later time. Commissioner Whitley rescheduled her assigned mentoring report until February 12, 2009.

Commissioner Philips gave a brief update on the 2009 Citizens' Evening at City Hall event and a brief discussion followed. Chair Overholt asked Commissioners to be present at the next meeting as they will be sorting handouts for the event.

VII. <u>Neighborhood Enhancement Matching Grant Program</u>. – Item to update the NAC on the status of current Neighborhood Enhancement Matching Grant Projects.

Ms. Jiwani reported that last year we completed two projects: Walden Homeowners Association and Savoy of Josey Ranch.

Ms. Jiwani further stated that Oak Hills ACORN project is underway.

VIII. 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 gave a brief overview of the NOTICE program for the benefit of the new commissioners. Mrs. Ciocan reported that the project is ahead of schedule and its estimated completion date is June 2009.

IX. <u>People Helping People Program.</u> - Item to brief the NAC on the status of the People Helping People Program.

Mrs. Ciocan gave a brief overview of the People Helping People program for the benefit of the new commissioners. In addition, she reported that she is currently working on five projects. Furthermore, Mrs. Ciocan stated that a major siding project was recently

completed under this program. A discussion followed about using volunteers for the People Helping People program.

X. <u>Enhanced Code Enforcement.</u> - Item to brief the NAC on the status of the Enhanced Code Enforcement in the Community Development Block Grant (CDBG) Targeted Area.

Mrs. Ciocan reported that there were 172 cases closed in December 2008.

XI. <u>Property Standards Board</u>. - Item to update the NAC on the mission of the Property Standards Board.

Mr. Passwaters gave a presentation on the Property Standards Board and its functions, which was followed by a discussion.

XII. Visitors Comments & Other Business.

Mr. Hudson thanked the Commissioners for their input on the Analysis of Impediments to Fair Housing Study. He mentioned that the study is almost completed and will be finalized soon. Ms. Jiwani reported that the City awarded the contract for the Five Year Consolidated Plan Study that will be due to HUD in August 2009.

Chair Overholt is informing the Commissioners that NAC has been asked to appoint a member to the Citizens' Advisory Committee on storm water management. An email will be circulated with additional details.

XIII. Adjournment.

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Alan Overholt, Chair
Neighborhood Advisory Commission

Scott Hudson
Director, Environmental Services