

MINUTES
NEIGHBORHOOD ADVISORY COMMISSION (NAC)
City of Carrollton

Thursday, May 10, 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, May 10, 2012 at 6:30 p.m. with the following members present: Chair Mel Chadwick, Vice Chair George Barnes, Commissioner Debi Whitley, Commissioner Pam Mulligan, Commissioner Marilyn Roppolo, Commissioner Elida Munoz, Commissioner Anil Joseph, Commissioner Eric Dick and Commissioner Nancy Putnam. City staff present: Mr. Brian Passwaters, Division Manager, Community Services, Ms. Maleka Jiwani, Sr. Community Development Program Specialist, Christine Wagner-Powers, Community Development Program Specialist and Tim Roush, CDBG Code Enforcement Officer.

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 recognized Pat Cochran, Virginia Kittredge, Sam & Hemlata Mehta, Dennis & Lori Raso from the Savoy of Josey Ranch NA.

III. Neighborhood Enhancement Matching Grant Program – Item to present Savoy of Josey Ranch Neighborhood Association NEMGP – Sign Topper proposal to the Neighborhood Advisory Commission.

Lori Raso directed the Commission to the file folder each had received prior to the meeting. She gave an overview of their neighborhood association membership and presented the proposal for the Sign Topper NEMGP. Ms. Raso and Ms. Jiwani then answered questions from the Commission.

Commissioner Putnam made a motion to accept the NEMGP – Sign Topper proposal. Commissioner Whitley seconded the motion. Commissioner Roppolo abstained from voting. The motion passed unanimously.

IV. Review the Minutes of the March 8, 2012 Meeting - Item to review and adopt the minutes from the March 8, 2012 meeting of the Neighborhood Advisory Commission NAC.

Chair Chadwick asked for a motion on the minutes of March 8, 2012 meeting of the NAC. Commissioner Roppolo made a motion to adopt the March 8, 2012 minutes. Commissioner Mulligan seconded the motion. The motion passed unanimously.

- V. PY 2012 CDBG Public Hearing – Item to receive public input on the upcoming PY 2012 Community Development Block Grant (CDBG) Program – One Year Action Plan.

Chair Chadwick opened the public hearing for input on the PY 2012 Community Development Block Grant (CDBG) Program. Ms. Jiwani reported the estimated PY 2012 grant amount is \$740,000.00. Vice Chair Barnes asked why the grant amount had decreased from the previous year. Ms. Jiwani explained that it is HUD's allocated formula from the top down and is based on the 2000 Census. Vice Chair Barnes asked if it also had anything to do with the City's previous performance. Ms. Jiwani said that performance was not a factor. Vice Chair Barnes asked what percentage amount decrease was for the grant. Ms. Jiwani reported that it was a 4% decrease. Commissioner Whitley made a motion to close the public hearing. Commissioner Roppolo seconded the motion. Chair Chadwick closed the public hearing.

- VI. Neighborhood Mentoring Program – Item to share information on Neighborhood Advisory Commission contact with neighborhoods. Receive an update from the Fall Event sub-committee.

Commissioner Munoz presented her mentoring report. (*copies of the report were distributed at the meeting*)

Chair Chadwick asked for a report on the upcoming fall event. The Neighborhoods Networking SurveyMonkey report was distributed to the Commission. Commissioner Mulligan said the sub-committee was encouraged by the responses of the 104 survey participants. The Commission then reviewed the report by each question asked on the survey. The Commission discussed and decided that Tuesday, September 25, 2012 from 6:30pm-8:30pm would be the tentative date/time for the fall event. Commissioner Mulligan presented the format for the event. Ms. Jiwani discussed how the event will be marketed. Chair Chadwick asked for a motion to proceed with the fall event as outlined. Commissioner Mulligan made a motion to proceed with the fall event with the change in time. Commissioner Putnam seconded the motion. The motion passed unanimously.

- VII. Program Updates – Item to brief the NAC on the status of the Animal Adoption Center Advisory Committee, neighborhood registration process, Neighborhood Enhancement Matching Grant Projects (NEMGP), Park Place N.O.T.I.C.E. Program, Minor Home Repair Program, and the Enhancement Code Enforcement in the Community Development Block Grant (CDBG) Targeted Area.

Mr. Passwaters introduced Christine Wagner-Powers, the new Community Development Program Specialist. He also introduced Tim Roush, CDBG Code Enforcement Officer and explained his job duties. Vice Chair Barnes asked for an updated Code Enforcement Officer map/list to be provided to the Commissioners. Mr. Passwaters will follow-up on this request.

Commissioner Whitley asked for an update on the Multi-family Crime Reduction Ordinance. He briefed them on the cases that had been brought before the Property Standards Board in April and that there was a question about the ordinance by a Property Standards Board Member. The Council will be revisiting the ordinance to address the question and enforcement will begin in August.

Mr. Passwaters updated the Commission on the Animal Adoption Center Advisory Committee meeting. Vice Chair Barnes and Commissioner Mulligan, who are on the committee, spoke about their tour of the Animal Shelter.

Ms. Jiwani reported that there had been one (1) new registration since the last meeting. She reported on the new (NEMGP) project approved during the meeting and asked the Commission to talk to the HOA/NA's about applying for a sign topper (NEMGP) project. Ms. Jiwani reported that the CDBG Code Enforcement Officer closed 279 cases in March 2012 and 130 cases in April 2012. All total, Code Enforcement Officers closed 1,526 cases in March 2012 and 1,507 cases in April 2012.

Ms. Wagner-Powers reported that Park Place Phase 2 N.O.T.I.C.E. project was completed in February 2012. She reported that she has been working on the backlog of twenty-seven (27) MHRP cases due to the transition in personnel. Six (6) cases had to be terminated; twenty-one (21) cases are still waiting for completion. Four (4) projects have been approved and are going through the bidding process, thirteen (13) projects are on the waiting list and four (4) projects that are over six (6) months old have been asked to submit financial information to confirm they are compliant with the program. She also reported that four (4) MHRP have been completed to date (FY 2012).

VIII. 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 Joseph announced that Moore Farm would be registering their HOA with the City.

IX. Adjournment

Chair Chadwick adjourned the meeting at 8:32 p.m.

Mel Chadwick, Chair
Neighborhood Advisory Commission

Scott Hudson
Director, Environmental Services