

**REVISED MINUTES**  
**NEIGHBORHOOD ADVISORY COMMISSION (NAC)**  
City of Carrollton

Thursday, June 9, 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, June 9, 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 Sanjay Pillai, Commissioner George Barnes and Commissioner Gary Wooley. Commissioner Craig Greenway was absent. 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 Mr. Drew Dietrich, 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 asked the visitor to introduce himself. Mr. Adam Philyaw of the Council on Alcohol and Drug Abuse & Tobacco Free North Texas explained his role with the Council and their activities. Mr. Philyaw answered questions by the commission. Chair Chadwick invited Mr. Philyaw to stay if he wanted to in order to speak with the Commissioners after the meeting.

III. Review the Minutes of the March 10, 2011 and May 12, 2011 Meetings - Item to review and adopt the minutes from the March 10, 2011 and May 12, 2011 meetings of the Neighborhood Advisory Commission.

Ms. Jiwani clarified the Commission's concern with the March 10, 2011 minutes and explained the corrections that were made. Commissioner Putnam suggested the staff should add the word "Revised" to the minutes to accurately reflect the status of the minutes. Commissioner Wooley suggested a revised copy should be circulated at the meeting. Commissioner Barnes suggested an electronic copy would suffice and the commissioners agreed.

Chair Chadwick asked for a motion on the minutes of March 10, 2011 and May 12, 2011 meetings of the Neighborhood Advisory Commission. Commissioner Whitley made a motion to adopt the March 10, 2011 minutes as is with no corrections and the May 12,

2011 minutes as revised with corrections. Commissioner Blake seconded the motion. The motion passed unanimously.

IV. PY 2011 One-Year Plan of Action – Item to formulate a recommendation to City Council on the draft Program Year (PY) 2011 One-Year Plan of Action and Budget.

Chair Chadwick turned the agenda item over to Ms. Jiwani. She asked if there were any questions on the PY 2011 One-Year Action Plan and Budget. Mr. Hudson explained there are budgetary reductions at the federal level. The following comments were made by the commission in regards to the action plan.

- ❖ Page 22 – Commissioner Whitley identified an extra comma in the first paragraph.
- ❖ Page 34
  - (a) A comment was made regarding the Social Service Agency reporting numbers from September 2010 - June 2011. Ms. Jiwani explained we don't have full year's worth of data at this time.
  - (b) A suggestion was made to staff to clarify the Police data gathered from May 2010 – May 2011. A brief discussion followed on the Gang Activity map within the City.
  - (c) Chair Chadwick asked if the members on Medicare and/or Assistance are accurate because they seem low. Ms. Jiwani offered to go back and verify the data and follow-up via email.
- ❖ Page 37 – Commissioner Putnam asked what is affordable housing and what has the City done to support and facilitate an active role for providing affordable housing for the elderly. Commissioner Blake commented affordable housing doesn't appear to be economically beneficial to the developers. Commissioner Putnam asked why would the City address affordable housing in the report if they don't actively facilitate affordable housing for the elderly. Mr. Hudson explained that the City has mechanisms in place to support such housing. Commissioner Barnes stated that it was important that these comments be recorded in the minutes.
- ❖ Page 36 – A discussion took place by various commissioners on the concern about the gang violence within the City. They also praised the success of the Crosby Recreation Center in successfully alleviating some gang violence. They voiced their concerns about the City's plan to replace Thomas Pool with a splash pad. This concern led into City Council's take on such issues within the City and how the NAC's concerns are being communicated to the City Council. Commissioner Wooley requested the Council liaison attend each NAC meeting. Mr. Hudson stated that he would approach Councilmember Pat Malone to attend future NAC meetings. Mr. Passwaters stated that NAC minutes are included in the weekly Council newsletter. Commissioner Putnam emphasized the importance of Council reading the minutes.

- ❖ Pages 17, 20, 34 and 40 – Commissioner Pillai asked why the previous year’s data is carried over into this year’s report. Ms. Jiwani explained we don’t yet have the current numbers since the Community Services funding applications are not due until July 2011. Chair Chadwick asked how the contributions are negotiated with the social service agencies. Mr. Hudson explained the Council spends a lot of time and effort on these allocations, but staff will get clarifications from the budget department and follow-up with the Commission at the next meeting.

Chair Chadwick asked for a motion on the PY 2011 One-Year Plan of Action and Budget. Commissioner Pillai made a motion to pass the PY 2011 Action Plan and Budget. Vice-Chair Blake seconded the motion. Commissioner Barnes and Commissioner Wooley abstained. The motion was passed.

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

Chair Chadwick presented his mentoring report. (*copies of the report were distributed at the meeting*) Chair Chadwick asked if there was any value of the mentoring report. Commissioner Barnes asked why some of the Commissioners are facing a difficult time in connecting with their assigned Homeowner’s Associations (HOAs)’s/Neighborhood Associations (NA’s) where he or some of the other commissioners have been quite successful in communication with their assigned HOA’s/NA’s. A discussion followed about the level of communication and involvement from voluntary NA’s vs. mandatory HOA’s. Commissioner Barnes pointed out the status of HOA’s/NA’s is not a contributing factor to effective communication.

Chair Chadwick asked Commissioner Wooley, the Fall Event Committee Chair to give an update from the Fall Event sub-committee. Commissioner Wooley distributed a draft schedule to the Commission and discussed the details of the speakers and schedule of assignments.

- VI. 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. Jiwani reported that there had been four HOA registrations since the last meeting. She reported that they are currently working with Rosemeade Heights and the Highlands on their NEMGP projects and that the Woodcreek project is now complete. She provided an Inspector Area map with the updated Code Enforcement numbers to the Commissioners at the meeting.

Mr. Passwaters covered the information provided on the geographic map given to the Commissioners which showed the violations for the month of May 2011. CDBG Code Enforcement Officer closed approximately 285 cases and all Code Enforcement Officers closed approximately 1,165 cases in the months of May 2011.

Mr. Dietrich gave updates on the N.O.T.I.C.E and Minor Home Repair Program. Mr. Dietrich reported there are seven (7) completed Minor Home Repair Program projects and one (1) that is active and one (1) that is closed. He also reported there are two (2) pending projects and twenty (20) pre-qualified projects on the waiting list. He also reported there is a one-time increase of \$15,000.00 to expedite current projects that are waiting.

Commissioner Whitley requested the project photographs be provided at the next meeting. Staff agreed to bring before and after photos of the NEMGP and MHRP Program to the next meeting.

## 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.)

Mr. Hudson passed along a request from the City Manager to the NAC, about an education and training seminar as part of a neighborhood event in the Fall (November or December, but before February 12, 2012) The City Manager would like the NAC to facilitate this event regarding Herons and Egrets and how to mitigate their impact upon the community. Mr. Hudson suggested the formation of a sub-committee to establish a prioritization scheme for MHRP projects to alleviate the backlog. Mr. Hudson provided a Boards and Commissions application to the Commissioners with upcoming expiring terms.

VIII. Adjournment

Chair Chadwick adjourned the meeting at 8:36p.m.

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Mel Chadwick, Chair  
Neighborhood Advisory Commission

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Scott Hudson  
Director, Environmental Services