## MINUTES NEIGHBORHOOD ADVISORY COMMISSION (NAC)

City of Carrollton

Thursday, February 14, 2013 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, February 14, 2013 at 6:35 p.m. with the following members present: Vice Chair Pam Mulligan, Commissioner Anil Joseph, Commissioner Eric Dick, Commissioner Nancy Putnam, Commissioner Armando Perez and Commissioner Marilyn Roppolo. Chair Mel Chadwick, Commissioner George Barnes and Commissioner Elida Munoz were absent. City staff present: Mr. Scott Hudson, Director of Environmental Services; Mr. Brian Passwaters, Division Manager Community Services; Ms. Christine Wagner-Powers, Community Development Program Specialist.

## I. Call to Order

Vice Chair Mulligan called the meeting to order at 6:35 p.m.

II. Introductions – Item to introduce those present.

Mayor Pro Tem Jeff Andonian was present.

III. Review the Minutes of the January 10, 2013 Meeting - Item to review and adopt the minutes from the January 10, 2013 meeting of the Neighborhood Advisory Commission (NAC).

Vice Chair Mulligan asked for a motion on the minutes of January 10, 2013 meeting of the NAC. Commissioner Putnam asked for two amendments to be made to the minutes. Staff noted the changes to be made. Commissioner Roppolo made a motion to adopt the January 10, 2013 minutes as amended. Commissioner Perez seconded the motion. The motion passed unanimously.

IV. <u>Citizens' Event Update 2013</u> - Share posters, flyers, postcards and agenda for event. Review table and resource attendees and confirmation. Review and confirm dates for mailings (postcard will be sent to presidents and all board members on file) and e-mail announcement from NAC members. Confirm Co-Host for the event and special assignments for NAC members (i.e. sign in table, passing out surveys, greeters, helping with set up, helping with tear down). Review and edit survey for participants.

Commissioner Dick updated the commission on the final agenda and how the Centennial is being tied into the event. Ms. Wagner-Powers presented the mailings and announcements prepared to be sent. The commission reviewed and made edits to the event survey.

Mayor Pro Tem Andonian updated the commission on the Council's beautification plan including plantings, masonry walls and addition of LED street lights on Rosemeade Parkway.

V. <u>Neighborhood Mentoring Program</u> – Item to share information on Neighborhood Advisory Commission contact with neighborhoods. Staff presentation on HOA/NA reassignment. Share changes and updates to Neighborhood Map. Set up sub-committee to review the requirements to become a Homeowners or Neighborhood Association.

Vice Chair Mulligan asked the commission to take a few minutes to review the mentoring reports. Commissioner Munoz was absent and unable to present her reports. (copies of the reports were distributed at the meeting)

Ms. Wagner-Powers reviewed the changes and updates to the assignments on the neighborhood map.

Vice Chair Mulligan asked for volunteers to serve on the sub-committee to review the requirements to become a Homeowners or Neighborhood Association. Mr. Passwaters said that Chair Chadwick expressed that he wished to serve on the sub-committee. Commissioner Joseph and Commissioner Perez volunteered to serve. Commissioner Joseph will chair the sub-committee.

VI. <a href="Program Updates">Program Updates</a> – Item to brief the NAC on the status of the neighborhood registration process, Neighborhood Enhancement Matching Grant Projects (Savoy of Josey Ranch), Hill n' Dale N.O.T.I.C.E. Program, Minor Home Repair Program update, Neighborhood Registration Update (applications mailed January 25) and the Enhanced Code Enforcement in the Community Development Block Grant (CDBG) Targeted Area.

Ms. Wagner-Powers reported that Ms. Ferencak has been in contact with Savoy of Josey and they are in the process of getting bids for a corridor project. They are working with Lorri Dennis on getting a donation of trees. She reported on the Hill 'N Dale N.O.T.I.C.E. project residence meeting and that the project will be starting within a few weeks.

Ms. Wagner-Powers reported that there are (6) six Minor Home Repair Projects that are going to bid within the next week. Senior Adult Services will be involved in a couple of the projects.

Ms. Wagner-Powers reported that Code Enforcement Officers closed 1,736 cases in January 2013.

VII. <u>Bylaws</u> – Item to discuss the draft revisions to the Neighborhood Advisory Commission Bylaws.

Mr. Hudson reviewed the bylaw draft revisions which include Commissioner Putnam's recommendation for 3 designated and 6 at large NAC seats. He then answered questions.

## 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.)

Vice Chair Mulligan asked Mayor Pro Tem Andonian for an update on the Camelot landfill. He informed them that the TCEQ is currently reviewing all the data on the landfill expansion and the City of Carrollton concerns. Mr. Hudson explained the process of the TCEQ permit application and answered questions.

Vice Chair Mulligan would like to serve as Chair of the Fall 2013 event. She said that Commissioner Barnes has expressed his interest on serving on the sub-committee. Vice Chair Mulligan asked for another volunteer to serve. Commissioner Dick volunteered.

Vice Chair Mulligan briefed the commission on the Animal Services sub-committee meeting on January 28, 2013. Mr. Hudson answered questions about changes to citations.

## IX. Adjournment

Vice Chair Mulligan adjourned the meeting	at 8:10 p.m.
Mel Chadwick, Chair Neighborhood Advisory Commission	
Scott Hudson Director, Environmental Services	