

## HERITAGE NEIGHBORHOOD PARTNERSHIP MEETING MINUTES FOR DECEMBER 3, 2002

1. The Block Captain Meeting was facilitated by Greg Ajemian at 2305 Dobree Street on 3 Dec 2002. The meeting, which was called with short notice, commenced at 7:10. Attendees for this meeting included the following; Bunny Pike, Perry Blevins, Donna Jaeger, Peg Pennington, Lorreta Reves, Allen Marshall, and Greg Ajemian (preparer of these meeting minutes).
2. The table reviewed the results of our Heritage Neighborhood Partnership (HNP) meeting that was held at the Walnut Ridge Baptist Church on 25 November 2002.
  - a. We tallied 107 attendees that represented 76 homes within our 490-home footprint. Although the 16 percent representation of homes at this neighborhood wide meeting fell short of our target (60 percent), it still was a good start for this organization. The attendees at the meeting showed interest in the presentation and wanted to return for another such meeting in 3 months, verses the alternative of 6 months.
  - b. We agreed that the 60 percent target for attendance over three successive meetings to establish to the Mansfield Police Department that we can qualify for posting of crime watch signage may not be reasonable for our size of footprint (490 homes). However, the table understands that this criterion is not exact and if we continue to draw a good attendance for our HNP meetings that we should be able to realize the goal for such signage in the future.
  - c. The table consensus is to move through our speaker presentations at future HNP meetings without opening the floor to any questions until after all speakers have finished. Although that was our intent at this last meeting, I should have maintained that control and will do so next time. Another comment was that Allen and I should have held the mike much closer to our chins to make sure that our voices carried sufficiently across the room. We also need to do a better job of repeating audience questions, before giving answers.
  - d. For our next HNP meeting, we have the following line-up of presenters as follows in order; Greg Ajemian (introduction and general HNP business), Officer Kirk Grable (Crime and Police activities), Alan Marshall (report on city projects), Jadzia Ajemian (report on MISD activities), and Marvin Kahlden (City Council member; City topics, Mansfield Citizens United). Bunny Pike made connections with Council member Kahlden and he established interest in speaking at our next HNP meeting! This will place more importance on our next meeting's attendance to show City Council that we have an active organization.

**ACTION ITEM:** Block Captains are to e-mail me topics for our presenters to cover at the next HNP meeting, particularly for Officer Grable and Council

member Kahlden. I'll coordinate these topics with Officer Grable, while Bunny will coordinate topics with Council member Kahlden.

e. Given that our next Crime Watch National Night Out is in August 2003, which would provide good timing for one of our future HNP meetings, we want to hold a HNP meeting between the 25 Nov meeting (just held) and August 2003. Thus, we are looking at the March/April timeframe for the next HNP meeting.

**ACTION ITEM:** Loretta will be providing me important school calendar information (spring break, Easter break) for March and April, such that we can pick a good meeting date that can draw good attendance.

3. The success of our organization rides with the effectiveness of our Block Captains. We need to establish good level of communication between the street residents and the Block Captains, which starts with establishing a solid street registry. I made a request to the Block Captains that they review their size of turf to establish if more Block Captains may be necessary to extend good coverage. Some Block Captains have 40 to 50 homes, which may be too many. It is the sole responsibility of each Block Captain to make determination if additional Block Captains are needed for their respective streets.

**ACTION ITEM:** Block Captains need to review their workload. If more Block Captains are needed to intensify our communication, we need to bring them aboard soon. Also, the street registries (name, address, phone #, e-mail) need to be fully established as soon as possible.

4. Regarding the street registries that are maintained by each Block Captain, these are the sole responsibility of each Block Captain and should not be shared with other Block Captains to protect private resident information.

**ACTION ITEM:** However, a street registry (name, address, phone #) should be distributed to the residents of each street by the respective Block Captain. It is important that residents know whom their neighbors are and how to reach them in case of emergency.

5. Given that we are a total volunteer and no-fee based organization, we are very dependent on establishing good e-mail connections with our residents to cut down on reproduction / material costs to our Block Captains. Regarding e-mail, we discussed that an appropriate way of sending e-mail to our street residents is using the "blind copy" function. By placing a multi-person e-mail group in the "blind copy" box rather than the "in box", all recipients of the e-mail will not be able to see the e-mail addresses of the other recipients. This is one way of protecting the personal privacy of your residents, who may want their e-mail addresses kept secret.

6. Bunny presented information regarding the Mansfield Citizens United (MCU) organization. This group was formed in September 2001 and is a macro attempt to provide citizen feedback and influence to City Council and City processes for the benefit of Mansfield citizens. Our table received Bunny's information well and showed interest in knowing more about the MCU. Council member Kahlden will speak about the MCU at our next HNP meeting. It appears that the MCU may provide the HNP an effective way to provide input and receive City information. The MCU regularly attends City Council meetings and Council member Kahlden has been and still is heavily involved with the MCU.

**ACTION ITEM:** Bunny will get more information regarding MCU, such as organizational structure, meetings, set-up, and how best that the HNP can plug into this process.

7. At this time, I am using the Mansfield News Mirror and their crime reports (Tuesday editions) to identify happening in our neighborhood. I will e-mail this information to the Block Captains for their knowledge and sharing. Any happenings or observations that are collected by Block Captains via their street neighbors should either be forwarded to the other Block Captains for their info or forwarded to me for distribution to the other Block Captains.

8. I also supplied all the Block Captains with an electronic version of a Suspicious Activity / Crime Report that should be used by our residents for any such event. I produced this electronic version from an example that was faxed to me from Officer Grable.

**ACTION ITEM:** Block Captains should distribute this Suspicious Activity / Crime Report to their respective residents by e-mail or hard copy. It is important that all residents have this. The Mansfield Police uses this form and its structured approach to digest all such information.

9. Thus far, the following neighborhood needs have been identified; a stop sign at Logan and Laura Elizabeth, side walks along Logan, additional streetlights along Laura Elizabeth, a park facility nearby for our kids, and reducing shrubs at the corner of Perry/Logan that may be restricting view of vehicles. I have the City staff person contact info to pursue the stop sign and side walks. I'll report progress as I work with this contact. Peg mentioned that a Steve Gray has previously put together a street petition for the stop sign.

**ACTION ITEM:** Block Captains should solicit from their street neighbors any ideas for neighborhood needs and forward them to me. As we continue to develop a neighborhood needs inventory, we will work together for solutions.

10. No other business was introduced.

11. Meeting was adjourned at 9:10 pm.

## **POST NOTES (paragraphs 1 thru 6):**

I attended the Heritage Estates Homeowners Association council meeting on December 4, 2002. The President (Ray Azua) invited me to attend this meeting to share what the HNP is doing and what we are about. The council for this homeowners association includes about seven people. Their membership is totally voluntary, but carries a \$35 annual fee. Their membership was about 80 homes last year, but may currently be around 45. The following are my notes.

1. Tracy Doyle is the crime watch lead person for this association. At this time, he really doesn't have Block Captains that work the entire streets. The assigned Block Captains (who are the council folks) just work the members. There are about 370 homes within their footprint; between Country Club and Ragland, and between Savannah and Hillary. Thus, their crime watch only covers a small portion of their footprint at this time. Tracy was a police officer for 11 years in Fort Worth. I'll continue to work with him on initiatives. He's currently trying to get access to the detailed crime report that is produced once a month by the Mansfield Police. He will be sharing with me this report when he's able to start getting access.

2. Keitha Adams is another council member for this association. She has lived in Mansfield for a very long time. She is one of the original folks that founded the Mansfield Citizens United (MCU). She has recruited a person that attends City Council meetings and Planning/Zoning Committee meetings to get City information back to the association and the MCU. I've given her Allen Marshall's contact info such that these two guys can work together for such City info. This should enhance Allen's effort for us and also help the MCU. Given Bunny's interest in the MCU, I gave her contact info to Keitha as well.

3. Keitha expressed a desire to attend our next Block Captain meeting to present info regarding the MCU. I thought that given the positive interest shown by our Block Captains that this would be a great idea. I told her that our next Block Captain meeting may be late January or so. I asked her for detailed info on the MCU for now that I could forward on to the Block Captains. Hope to have this soon. The MCU has no fee and is totally voluntary. There are about four or so officers. Marvin Kahlden, the City Council member that will speak at our next HNP meeting, was also one of the founding persons for the MCU.

4. When we hold our next HNP meeting in Mar/Apr of 2003, I would like to invite the Heritage Estates Homeowners Association to attend along with us.

5. With the Heritage Estates Homeowners Association annual dues, they hold at least two major neighborhood functions/parties a year to help bring their residents closer together. Their next event should be in the parking lot of the Walnut Ridge Baptist Church in June, including a band/food. They put out a quarterly newsletter. They also maintain an entrance into their neighborhood.

6. Their biggest neighborhood need appears to be the desire for more park facilities to serve our immediate vicinity. I stated that was one of our high-ranking needs as well. We established that we should be able to team up with our respective associations to push for a remedy with the City.