

MINUTES
NEIGHBORHOOD ADVISORY COMMISSION (NAC)
City of Carrollton

Thursday, March 12, 2015
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, March 12, 2015 at 6:30 p.m.

Members present:

Pam Mulligan
Armando Perez
Marilyn Roppolo
Joseph Marquez
Anil Joseph
Nancy Putnam
Jeff Van Matre
Scott Windrow

Members absent:

Eric Dick

Staff present:

Brian Passwaters, Division Manager
Community Services
Tanya Ferencak, Sr. Community Development
Program Specialist
Megan Tucker, Community Development
Specialist
Lindsay Jackson & Muzaib Riaz, Interns

Chair Mulligan called the meeting to order at 6:31p.m.

I. Sign Topper Grant Application:

Ms. Ferencak explained the differences between the 100% grant application and the 2:1 matching grant application and answered questions. Commissioner Van Matre made a motion to approve the 2:1 sign topper matching grant application. Commissioner Windrow seconded the motion. The motion passed unanimously.

II. Citizens' Evening Subcommittee Selection:

Ms. Ferencak announced the tentative date for the Citizens' Evening/Meet n' Greet is Thursday, September 10th, 2015. The topics of the event will be the Mayor's State of the City, I-35 Express and the Meet n' Greet. Commissioners Windrow, Putnam and Perez volunteered to service on the subcommittee. Commissioner Roppolo made a motion to approve the volunteers for the Citizens' Evening Subcommittee. Commissioner Marquez seconded the motion. The motion passed unanimously.

III. Neighborhood's Networking Event:

Ms. Jackson presented a video of the February 2015 Neighborhoods Networking event by Marketing Services. Chair Mulligan asked that a copy of the video be sent to all commissioners and a list of the attendees. Ms. Ferencak said that once the final edits had been made it would be added to the city's website, a city YouTube video, and the city public access channel. Ms. Jackson reviewed the expenses for the event and the survey feedback.

IV. Minor Home Repair Policy Review:

Ms. Tucker reported that three (3) minor home repair homes had been sold in 2014 before the required three (3) year deferred loan term had expired that have yet to repay their loan amount. These properties entered into the Minor Home Repair Program without agreeing to a lien on their property in order to receive the repairs. All clients, signed paperwork and are required to repay the repairs based on a prorated amount based on the time left of the three (3) year term. The 3 recipients that have since sold their homes are claiming hardship and inability to repay. Ms. Tucker approached HUD about what would be done if the home was sold due to a foreclosure or other financial hardship. They responded that it would be up to the city to amend the guidelines for the City of Carrollton Minor Home Repair Program. If the NAC and the City see fit to forgive the amount, the loan could be forgiven with set and standardized guidelines.

Ms. Tucker explained that beginning in 2014 a lien has been put in place on all MHRP properties to guarantee the repayment of the lien in the transaction of the sale of the property, so repayment will not be an issue in the future.

Staff has recommended the following wording to be added to the Minor Home Repair Policy "Assistance under this program constitutes a deferred loan based on an agreement providing performance conditions. In the event that a homeowner fails to meet those conditions, including fulfilling the requirement to continue living in the repaired house for three years after project completion and that failure is based on foreclosure proceedings, the Environmental Services Director may waive part or all of the amount to be repaid, based on analysis of individual case circumstances. Such waiver may require documentation from the homeowner and lending institution." Commissioner Ropollo made a motion to approve the addition to the policy. Commissioner Putnam seconded the motion. The motion passed unanimously.

V. Neighborhood Mentoring Program:

Commissioner Perez presented his mentoring report. Commissioner Joseph presented his mentoring report.

VI. Program Updates:

Mr. Riaz reported that NEMGP applications have been received for Palisades Point and Villages of Greenway Park. He said that Hill n Dale has submitted a sign topper application.

Mr. Passwaters reported that Hill n' Dale neighborhood code sweep is scheduled on Saturday, April 18, 2015 with another sweep scheduled 3-4 weeks afterwards.

Ms. Tucker reported that a contractor has been chosen for the Jimmy Porter Park project. She announced that the pre-construction meeting would be week of March 16, 2015 and will be presented to Council in April 2015. She briefed them on the site plan and answered questions.

Ms. Tucker reported on the Carrollton Downs N.O.T.I.C.E. Program meeting held on March 10, 2015. Chair Mulligan asked that notices be sent to the commissioners about neighborhood meetings.

Ms. Tucker reviewed a completed minor home repair using the new neighborhood empowerment zone fund. She reported that there are currently six (6) minor home repair projects that have slowed due to the weather. She also reported that the first emergency home repair has been completed.

Mr. Passwaters reviewed the code enforcement report. Code Enforcement Officers closed a combined 1,300 cases in January and February 2015.

VII. Review the Minutes of the January 8, 2015 Meeting:

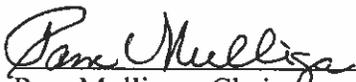
Chair Mulligan opened discussion if the review of the minutes should be at the beginning or end of future meetings. Commissioners Marquez, Putnam and Ropollo stated they would prefer the review of minutes be at the beginning of the meeting. Commissioner Ropollo made a motion that minutes be reviewed at the beginning of the meeting. Commissioner Putnam seconded the motion. The motion passed unanimously.

Commissioner Putnam made a motion to approve the January 8, 2015 minutes with the stated corrections. Commissioner Marquez seconded the motion. The motion passed unanimously.

VIII. Visitors Comments & Other Business:

Chair Mulligan announced that the NAC Liaison and Councilmember Jeff Andonian is terming out in May 2015.

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



Pam Mulligan, Chair
Neighborhood Advisory Commission



Scott Hudson
Director, Environmental Services