

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

Thursday, June 11, 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, June 11, 2015 at 6:30 p.m.

Members present:

Pam Mulligan  
Anil Joseph

Members absent:

Marilyn Roppolo  
Jeff VanMatre

Staff present:

Scott Hudson, Environment Services Director  
Brian Passwaters, Community Services  
Manager  
Tanya Ferencak, Sr. Community Development  
Program Specialist  
Megan Tucker, Community Development  
Specialist

Armando Perez  
Eric Dick  
Scott Windrow  
Nancy Putnam  
Jeff Van Matre  
Joseph Marquez

Chair Mulligan called the meeting to order at 6:32p.m.

I. Review the Minutes of the May 14, 2015 Meeting:

Commissioner Dick made a motion to approve the May 14, 2015 minutes as presented. Commissioner Putnam seconded the motion. The motion passed unanimously.

II. Public Hearing Analysis of Impediments to Fair Housing Public Hearing.

Chair Mulligan opened the public hearing. Ms. Jen Garner explained that Carrollton is required to submit the Analysis of Impediments to Fair Housing (AI) to HUD in order to receive the Community Development Block Grant (CDBG) funding, which has averaged \$710,000.00 a year. The AI reviews public and private practices to identify whether or not barriers to housing choice disparately impact members of the protected classes identify the needs of the community to HUD and how the dollars received will go toward implementing strategies to address those needs. Ms. Garner went onto explain the AI examines concentration of protected classes within the community and their access to opportunity. She

then gave an overview of the analysis findings and answered questions. She also stated that Carrollton does a great job on Fair Housing.

Ms. Garner asked for input from the commissioners and guests on what they consider the greatest needs in Carrollton.

Ms. Garner thanked all for their input and said that a draft plan is available for additional public comment.

Chair Mulligan closed the public hearing.

Ms. Ferencak said the City Council Public Hearing would be on the July 7, 2015 agenda as a public hearing and then the recommended plan would go to Council for approval. Mr. Hudson and Ms. Ferencak answered questions.

Chair Mulligan asked if there was a motion to accept the DRAFT AI as presented. Commissioner Windrow made the motion. Vice Chair Marquez seconded the motion. The motion passed unanimously.

### III. PY 2015 Action Plan Public Hearing.

Item to receive public input on the upcoming PY 2015 Community Development Block Grant (CDBG) Program - One year Agenda Plan.

Chair Mulligan opened the public hearing to receive input on the Community Development Block Grant (CDBG). Ms. Ferencak explained the proposed PY 2015 Carrollton CDBG Budget is as follows:

NOTICE CARROLLTON DOWNS STREETS	\$543,720
NOTICE RHOTON PARK IMPROVEMENTS	\$15,000
HOUSING REHABILITATION	\$79,000
ENHANCED CODE ENFORCEMENT	\$58,341
Total FY 2015 CDBG Budget	\$696,061

Ms. Ferencak explained the draft of the PY 2015 is available for public comment and is on the city webpage at [www.cityofcarrollton.com/cdbeg](http://www.cityofcarrollton.com/cdbeg) until the middle of July 2015. Commissioner Putnam asked if the projected homeless numbers were correct. Chair Mulligan closed the public hearing.

Chair Mulligan asked if there was a motion to accept the DRAFT CDBG PY 2015 Action Plan as presented. Commissioner Putnam made the motion. Vice Chair Marquez seconded the motion. The motion passed unanimously.

### IV. City of Carrollton Volunteer Awards

Ms. Ferencak reported the City of Carrollton now has two awards, A Volunteer of the Year Award open to any person who volunteers for a City of Carrollton organized project or event and the Neighborhood Leadership Award, open to all Neighborhood Leaders. Ms. Ferencak

encouraged all NAC members to spread the word about the awards and to nominate worthy candidates. The awards will be presented at the 2015 Citizens' Evening in September. Applications and information about the awards is available online at [www.cityofcarrollton.com/volunteerawards](http://www.cityofcarrollton.com/volunteerawards)

V. Citizens' Evening Subcommittee Update:

Commissioner Putnam reported that the planning of the event is moving along. City of Carrollton Citizens' Evening will be Thursday September 10 @ 5:30 PM.

VI. Neighborhood's Networking Workshops:

Ms. Ferencak said there was good at the Event Planning in 5 East Steps workshop, but not a good turn-out, 15 attendees but over 30 RSVP'd.

Ms. Ferencak said they would be advertising the workshops on NextDoor and also will be working with marketing to get the word out in hopes of a better turn-out. "HOA Board Member Basics" workshop is scheduled on June 18, 2015. "HOA Landscaping Design and Maintenance" workshop is scheduled on August 20, 2015. "How to form a Neighborhood Association" workshop is scheduled on October 15, 2015.

VII. Neighborhood Mentoring Program:

Commissioner Windrow presented his mentoring report.

VIII. Program Updates:

Ms. Tucker reported there were no new updates on the Jimmy Porter Park project. They are waiting for the contractor to pick a date for construction to start.

Ms. Tucker reported on the progress of the Carrollton Downs N.O.T.I.C.E. Program and that completion is expected in October 2015.

Ms. Tanya Ferencak updated and shared photos of the neighborhood enhancement matching grant projects Savoy I and Palisades Point.

Mr. Hudson reported that there are funds for code violations in the empowerment zones, but applications are on hold for city council approval.

Mr. Passwaters reviewed the code enforcement report. CDBG Target Area Code Enforcement Officers closed 144 cases in May 2015.

Chair Mulligan requested a follow up for Jackson Arms HOA issues would happen in August when Marilyn was in attendance.

IX. Visitors Comments & Other Business:

NAC City Tour will be July 9, 2015

August Commissioner Reports – Nancy Putnam & Eric Dick

Chair Mulligan adjourned the meeting at 9:00 p.m.

  
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Pam Mulligan, Chair  
Neighborhood Advisory Commission

  
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Scott Hudson  
Director, Environmental Services