

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

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

Members present:

Pam Mulligan
Joseph Marquez
Armando Perez
Lora Cormier
BJ Cadwalader
Frances Cruz
Jeff Van Matre
Scott Windrow

Members absent:

Marilyn Roppolo

Staff present:

Scott Hudson, Environment Services Director
Brian Passwaters, Division Manager
Community Services
Tanya Ferencak, Sr. Community Development
Program Specialist
Megan Tucker, Community Development
Specialist
John Sutter, Council Liaison

Chair Mulligan called the meeting to order at 6:30p.m.

- I. Visitors were asked to introduce themselves. All Commissioners and Staff then introduced themselves to the visitors. Chair Mulligan welcomed the new NAC Commissioners (Cadwalader, Cormier & Cruz) and asked them to tell the group a little about themselves.

- II. Seating of Commissioners:

Mr. Hudson announced that all new and returning Commissioners had been sworn in and are formerly seated on the Commission.

- III. Austin Waters Sign Topper Application:

Mr. Lloyd Raforth, Austin Waters HOA presented the grant application for sign toppers. The amount requested for the grant is \$1,395.00 for 31 sign toppers. Commissioner Windrow motioned to approve the grant application as presented. Commissioner Van Matre seconded the motion. The motion passed unanimously.

IV. Rhoton Park Sign Topper Application:

Ms. BJ Cadwalader, Rhoton Park Neighborhood Organization presented the grant application for sign toppers. The amount requested for the grant is \$2840.50 for 34 sign toppers. Commissioner Marquez motioned to approve with conditions that meet requirements for 79 signs including sweat equity not to exceed \$3,555.00 and that the reapplication of paperwork be provided at the January 14, 2016 meeting. Commissioner Windrow seconded the motion. The motion passed unanimously.

V. Community Christmas Caroling Sponsored by The Carrollton Community Chorus:

Mr. Eric Dick and Mrs. Nancy Putnam from the Carrollton Community Chorus asked the Commissioners to get the word out to the HOA's and NA's about Community Christmas Caroling on Thursday, December 10, 2015.

VI. Election of the 2015-2016 Chair and Vice-Chair:

Chair Mulligan asked for nominations for 2015-2016 Chair and Vice-Chair. Commissioner Marquez nominated Pam Mulligan to continue serving as Chair. Commissioner Windrow nominated Joseph Marquez to continue serving as Vice-Chair. They were re-elected by a unanimous vote.

VII. NAC Fall 2015 Planning Calendar:

Ms. Ferencak presented the planning calendar. Commissioner Windrow motioned to approved the Fall 2015 Planning Calendar. Commissioner Van Matre seconded the motion. The motion passed unanimously.

VIII. NAC Neighborhood Advisory Commission Territories Reassignment:

Ms. Ferencak reviewed the NAC Commissioners territory maps. She announced that all Commissioners would be getting a city email accounts and also a NextDoor account.

IX. Public Hearing on the PY 2014 Consolidated Annual Performance and Evaluation Report (CAPER):

Chair Mulligan opened the public hearing. Ms. Ferencak presented the PY2014 CAPER and answered questions. Commissioner Cruz motioned to close the public hearing and recommend adoption of the PY2014 CAPER with corrections. Commissioner Windrow seconded the motion. The motion passed unanimously.

X. Neighborhood's Networking Workshop:

Chair Mulligan announced that Commissioner Cruz would be joining Commissioners Marquez, Windrow and Van Matre on the Neighborhood Networking Workshop subcommittee.

XI. Neighborhood Mentoring Program:

Commissioner Perez presented his mentoring report. Staff will look into concerns mentioned in the report.

Chair Mulligan announced that Commissioner Cadwalader expressed interest in serving on the Animal Services subcommittee. She was then appointed.

Chair Mulligan announced that Commissioner Perez is vacating the Storm Water Citizens Advisory Committee and said that Commissioner Cormier has been asked to think about serving on this committee.

XII. Program Updates:

Ms. Tucker reported that Phase One of the Carrollton Downs N.O.T.I.C.E. Program is almost completed.

Ms. Tucker shared photos of a People Helping People project. Holy Covenant Church partnered on the project.

Mr. Passwaters reviewed the code enforcement report. Code Enforcement Officers closed a combined 1,176 cases in October 2015. The CDBG officer closed 128 cases in October 2015.

Mr. Passwaters followed up on items discussed during mentoring reports at the last meeting. He reported they did not find any homeless people living under the Denton Drive/Hutton Creek bridge. The CDBG officer is still working on the tree and brush in the alleyway at Carrollton Heights. They also looked into the parking on Sherwood by apartment residents and found there is nothing in the ordinance to prohibit them from parking on the street. The CDBG officer is still working in Rhoton Park on the tree branches that were reported and a commercial vehicle parking on the corner of Crosby and Milam.

Mr. Hudson reported the parking at Clubview and Embassy had been referred over to the Fire Department to address if necessary.

Mr. Hudson reported that Animal Services is almost fully staffed. The only position currently open is a part-time animal specialist position. They have had a great response to the volunteer program and donations. He announced that the next Animal Services subcommittee meeting would be in January 2016.

Council liaison John Sutter mentioned how he recognized the NAC's hard work at the 2015 Boards and Commissions banquet. He reported that Council has approved the change to a 90% City and 10% Homeowner split for the sidewalk replacement program. He reported that Council is still discussing the opening of one or both of the golf courses in May/June of 2016.

XIII. Holiday Party Planning:

Chair Mulligan announced the Holiday Party would be at Commissioner Roppolo's home on Thursday, December 10, 2015.

XIV. Visitors Comments & Other Business:

Chair Mulligan adjourned the meeting at 8:47p.m.



Pam Mulligan, Chair
Neighborhood Advisory Commission



Scott Hudson
Director, Environmental Services