

MINUTES
NEIGHBORHOOD ADVISORY COMMISSION
City of Carrollton

Thursday, January 14, 2016
6:30 p.m.

Council Briefing Room
Carrollton City Hall
1945 E. Jackson Road

The Neighborhood Advisory Commission (NAC) of the City of Carrollton convened on Thursday, January 14, 2016 at 6:30 p.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
Meagan Tucker, Community Development
Specialist

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

I. Review the October 8, 2015 Meeting Minutes:

Commissioner Windrow made a motion to approve the October 8, 2015 minutes as presented. Commissioner Cruz seconded the motion. The motion passed unanimously.

II. Review the November 12, 2015 Meeting Minutes:

Commissioner Cadwalader made a motion to approve the November 12, 2015 minutes as presented. Commissioner Cormier seconded the motion. The motion passed unanimously.

III. Nextdoor Accounts and Commissioners Email:

Ms. Ferencak went over the new NAC email and Nextdoor accounts and the features these offer. Commissioner Mulligan went over some of the positive sides of the accounts, especially how commissioners can use them to mentor their assigned neighborhoods.

IV. NAC Commissioner Responsibilities:

Mr. Hudson reviewed commissioner roles. He also discussed Managed Competition – its benefits and the resulting improvements being made in Environmental Services. Some changes under consideration may relate to NAC participation and responsibilities, as growing programs could place increasing demands on commissioners. Mr. Hudson asked for NAC input on their roles. Several commissioners expressed that they did not wish to reduce their time commitment and even wanted to consider expanding neighborhood programs.

V. Neighborhood Networking Workshop:

Commissioner Cruz, chair of subcommittee went over the Neighborhood Networking Workshop series beginning in February, an alternative approach to the single Networking event offered over recent years. Commissioner Cruz covered the workshop topics, Emergency Preparedness, Neighborhood Landscaping, Code Enforcement and Housing Rehabilitation Grants and that details are posted at www.cityofcarrollton.com/nnworkshops.

VI. CDBG Week 2016:

Ms. Tucker presented plans for CDBG Week, March 26 - April 2, 2016. New this year will be a service event, a People Helping People house painting project that will be open for commissioner and City Councilmember participation. The NAC confirmed setting the project for April 2, 2016. Ms. Tucker noted that persons wishing to volunteer for this project should contact her at meagan.tucker@cityofcarrollton.com.

VII. Neighborhood Mentoring Program:

Commissioner Van Matre presented his mentoring report, focusing on the Arbor Creek neighborhood. Their representative voiced concerns about some property maintenance issues they had with Code Enforcement. Mr. Passwaters reviewed the guidelines on how Code Enforcement handles service request and the process they need to go through to take care of a complaint. Mr. Hudson asked Commissioner Van Matre if he could arrange staff contact with the concerned resident to work on neighborhood issues.

VIII. Program Updates:

Ms. Tucker reported the Carrollton Downs Phase One NOTICE project is still proceeding on schedule. It should be completed within six weeks and then progress to Phase Two.

Ms. Ferencak reported the Rhoton Park sign toppers have been installed on neighborhood street signs.

Ms. Ferencak reported that no Neighborhood Enhancement Matching Grant applications were received for the month of December. Villages of Greenway Park and other applicants plan to apply in March. Commissioner Cruz suggested the deadline for grant application for the month of December be changed to October and January to help match the budget cycle. Mr. Hudson mentioned that the timing for grant applications was being discussed in managed competition and adjustments could be finalized in that process.

Ms. Tucker reported on two Minor Home Repair projects completed since the November meeting. One started as a code violation case and included fixing damaged trim, holes in the soffits, and deteriorated paint on the house. The second was an Empowerment Zone general fund project that included repairing rotted woodwork on the chimney and repainting trim as the old paint was cracked and peeling.

Mr. Passwaters reviewed the code enforcement report. The CDBG Code Enforcement Officer closed 120 cases for the month of December. An Indian Springs HOA member wanted to know if the Code Enforcement officers monitor Nextdoor as she was concerned about a possible home daycare violation that had been reported there. While the city does not monitor Nextdoor for code violations, Mr. Passwaters did send a code officer, whose investigation showed no violation.

Mr. Hudson reported that the Animal Services Advisory Committee had met January 11, 2016. Commissioner Cadwalader will be the new representative for the NAC on the committee, serving with Chair Mulligan. Mr. Hudson discussed the dog park opening this spring and the amenities that will be available for citizens and their pets to enjoy. The low-cost pet vaccination and free registration event will be held on March 19, 2016 from 10 a.m. till noon. Mr. Hudson reported the fundraiser for the pet calendar brought in some \$3,000 to help treat injured animals.

IX. Visitors Comments & Other Business:

Commissioner Perez reported that the Nob Hill Neighborhood Association was reactivated. He attended the new group's first meeting. One of their main concerns was traffic around their area. The neighborhood wanted clarification as to whether the entryway sign was their responsibility or the city's. Staff will review and respond.

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



Pam Mulligan, Chair
Neighborhood Advisory Commission



Scott Hudson
Director, Environmental Services