

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

Thursday, May 12, 2016  
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, May 12, 2016 at 6:30p.m.

Members present:

Pam Mulligan  
Joseph Marquez  
Armando Perez  
Jeff Van Matre  
BJ Cadwalader  
Frances Cruz  
Marilyn Roppolo  
Scott Windrow

Members absent:

Lora Cormier

Staff present:

Scott Hudson, Director Environmental Services  
Brian Passwaters, Division Manager  
Community Services  
Tanya Ferencak, Sr. Community Development  
Program Specialist  
Meagan Tucker, Community Development  
Specialist  
Council Member John Sutter

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

I. Review the Minutes of March 10, 2016 Meeting:

Commissioner Cruz made a motion to approve the March 10, 2016 minutes as presented. Commissioner Cadwalader seconded the motion. The motion passed unanimously.

II. First Reading of the PY 2016 Action Plan:

Mr. Passwaters presented the PY 2016 Action Plan. He said this would be on the June 9, 2016 agenda as a public hearing and then the recommended plan would go to Council for approval. Proposal for this year includes \$614,140 for Santa Rosa NOTICE street and sidewalk improvements, \$79,000 for Housing Rehabilitation including Minor Home Repair, Emergency Repair and People Helping People projects, and \$60,091 for Enhanced Code Enforcement in South Carrollton.

Commissioner Cruz asked if there was a possibility to include foundation repairs as part of the Minor Home Repair Program or one of the Housing Rehabilitation projects, even if it was included as a shared cost item or an incentive. Council member Sutter offered that it is something that could be discussed at the City Council summer session.

Commissioner Marquez asked if we could add tree planting to the tree lawns in the neighborhoods we have just completed a NOTICE project in.

Commissioner Roppolo brought up that 2,950 renters in Carrollton earned less than \$20,000 annually. She asked, "Where are they living?" Staff response was they are living as they can, some families double up and have multiple generations in single family homes and apartments, some live in hotel/motels, some do receive Section 8 Housing vouchers, but the waiting list is over 5 years. Most are "cost burdened" and pay between 40 – 75% of their annual income on rent (HUD recommend families should not pay over 30% of their annual income on rent).

To read the draft version of the PY 2016 Action Plan go to:  
<http://cityofcarrollton.com/index.aspx?page=224>

Mr. Hudson, Mr. Passwaters and Ms. Ferencak answered questions.

III. Neighborhood Networking Workshop:

The networking workshops in March had 12 and April 8 attendees. Positive feedback was received from the citizens who attended the workshops.

Ms. Ferencak went over the upcoming workshops:

- a. Board Member Boot Camp, Tuesday, May 17 Josey & Hebron Library
- b. NEMGP Application Workshop, Wednesday, June 1 Josey Ranch Lake Library

To RSVP go to [www.cityofcarrollton.com/nnworkshops](http://www.cityofcarrollton.com/nnworkshops)

IV. CDBG Week People Helping People Project :

Ms. Tucker went over the two projects held for CDBG week and presented a certificate to the NAC for their participation. The projects were a huge success. NAC commissioners, city council members and local volunteers participated, in total 30 people painted and provided minor repairs on two homes with a total cost to the City for materials and supplies was \$1,382, total volunteer hours was 120 hours.

<http://cityofcarrollton.com/index.aspx?page=2214>

V. Citizens' Evening Update:

Ms. Ferencak updated the NAC on the Citizens' Evening plans. This year the collaboration with City Secretary's office and planning for the event is an equal partnership between the City Secretary's Office and the NAC. The City Secretary's office is committed to the ongoing success of the Meet and Greet and the Mayor's request of creating a young and diverse pool of applicants for the Boards and Commissions volunteer positions. This year, since it will be the Mayor's last year for the State of the City, the Mayor's State of the City will be the keynote. Doors will open at 6:30 PM. The Meet and Greet and dessert bar will be held from 6:30 PM – 7:30 PM. The volunteer award ceremony will start at 7:30 and the State of the City will wrap things up.

The City is very grateful to the NAC for creating this event and recognizes their effort and creativity has made this a premier event in Carrollton.

<http://cityofcarrollton.com/index.aspx?page=1232>

VI. 2016 Volunteer Awards:

Ms. Ferencak emphasized the need for nominations for the volunteer awards. Nominations opened April 1<sup>st</sup> and are due on May 27, 2016. An awards ceremony will be held at the Citizens' Evening on Thursday September 8, 2016. **Nominate your favorite volunteer!**

<http://cityofcarrollton.com/index.aspx?page=2091>

VII. Neighborhood Mentoring Program:

Commissioner Marquez gave his mentoring report.

Commissioner Marquez did visit with 3 registered neighborhoods in his mentoring area. Most reported no issues. Biggest concern was the lack of guardrails on 121 north of Hebron.

VIII. Program Updates:

Ms. Tucker reported Carrollton Downs is still in the process due to some weather conditions and should be done within the next month and move on to phase 2. Phase 2 is about to start, but will not be using CDBG funds. About 25 residents in the Phase 2 area have inquired about driveway additions using the Single Family Rehab incentive.

Ms. Tucker reported the city has finally approved the paperwork to be able to pay the deductible for low income homeowner's insurance claims as part of the Minor Home Repair program. Many low income homeowners have high deductibles on their insurance, and even if the insurance would cover a repair, they would struggle to meet the cost of the deductible. Meagan has worked with the City Attorney, other cities and HUD to create this new aspect to the Minor Home Repair program. Soon there will be 8 projects going out to bid at the same time, with the majority of them being roof work.

Ms. Ferencak reported that the Homestead Sign Topper Application is up and looks great. The City is in the process of "redoing" the Savoy of Josey Ranch sign topper from 2012 since it was not built to code, and the neighborhood decided on the green sign using the Josey Ranch Barn as an icon in the center.

Ms. Tucker has A People Helping People project scheduled for May 14 at 2068 Peter's Colony, everyone is welcome to attend and volunteer. Another is being scheduled for June. The City has a new partner with Starbucks coffee on Sandy Lake Rd. who is donating coffee and plans to send volunteers.

Mr. Passwaters reviewed the code enforcement report. CDBG Code Enforcement Officer closed 24 cases for the month of March and 134 for the month of April. Mr. Passwaters did report that the CDBG officer was out for a few weeks therefore the numbers for March were low.

Mr. Hudson and Chair Mulligan shared the Animal Service updates. Saturday, March 19<sup>th</sup> was the Pet Registration and Vaccination Event, and it was a huge success. Migratory bird watch started the end of March through the end of May. Mr. Hudson reported that the City of Carrollton most likely need to continue the migratory bird watch for several more years, as some birds have still imprinted on the area for nesting. Citizens should contact Animal Services if they see any migratory bird activity in their neighborhood. Mr. Hudson shared updates on the West Nile and Zika viruses. Carrollton has had one case of the Zika virus, but it was contacted through travel.

Council member Sutter had updates to share. One course on the Indian Creek golf course is now open and council is looking at options of what to do with the T.C. Rice Park land. They are considering creating a large outdoor recreational area that could include zip lines and kayaking. Council is considering changes to the Social Services funding for the Carrollton community. Thoughts are to close applications to any new social service agency and only work with the current pool and to lower the annual amount granted.

Chair Mulligan adjourned the meeting at 8:09 p.m.

  
Pam Mulligan, Chair  
Neighborhood Advisory Commission

  
Scott Hudson  
Director, Environmental Services