

MINUTES

NEIGHBORHOOD ADVISORY COMMISSION (NAC)

City of Carrollton

Thursday, June 8, 2017

6:30 p.m.

Council Briefing Room

Carrollton City Hall

1945 E. Jackson Road

The Neighborhood Advisory Commission for the City of Carrollton convened on Thursday, June 8, 2017 at 6:30 p.m.

Members Present

Pam Mulligan, Chair
Jeff Van Matre, Vice Chair
Lora Cormier
Scott Windrow
Russell Tether
Carl Reese
BJ Cadwalader
Joseph Marquez
Cissy Sylo

Members Absent:

None

City Staff Present:

Brian Passwaters, Division Manager
Community Services
Tanya Ferencak, Sr. Community Development
Program Specialist
Meagan Tucker, Community Development
Specialist
Catherine Quaid, Community Development
Specialist
John Sutter, City Councilmember

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

II. Review Minutes of February 9, 2017 NAC meeting:

Multiple Commissioners submitted changes to the February minutes in order to correct grammar and context of statements associated with Commissioners present at the February meeting. Commissioner Sylo requested the minutes be tabled due to corrections needed. Councilmember Sutter suggested the minutes not be tabled but recommended the minutes be approved subject to grammatical corrections. Tanya Ferencak asked Commissioners to submit any corrections to the February minutes by Monday, June 12, 2017. Commissioner Tether made a motion to approve the February 9, 2017 minutes subject to corrections being submitted by Commissioners or staff by Monday, June 12, 2017. Commissioner Windrow seconded the motion.

Motion passed 9-0

III. Timbercreek Sign Topper Presentation

The Timbercreek Neighborhood Board presented their application to the Commission for Sign toppers in their neighborhood. The Timbercreek Board asked for a total of 35 signs: 32 to be placed on street signs and the remaining 3 to be stored as replacements for any Sign topper damaged in the future. The Timbercreek Board made a presentation indicating various designs and their neighborhood support process. The Timbercreek Board answered questions from the Commissioners regarding the design and process along with information provided in the grant application. The Timbercreek Board discussed their recent change of the Oncor street lights within their subdivision at no cost with the Commissioners. Timbercreek resident Stephanie Valadez offered to provide city staff the Oncor contact information she has should other neighborhoods desire to change out street lights at no cost. Commissioners Sylo and Marquez noted the financial statement included in the Sign topper presentation was incorrect and did not add up appropriately. City staff would look into this and make the necessary corrections to the financial statements in the grant package. Commissioner Reese made a motion to approve the application and Commissioner Cadwalader seconded the motion.

Motion passed 9-0

IV. Public Hearing for the PY 2017 Action Plan

Brian Passwaters presented the PY 2017 Action Plan as part of the first public hearing for the plan to the Commissioners. Mr. Passwaters informed the Commissioners a second public hearing would take place before City Council on July 18, 2017. The PY 2017 Action Plan proposed funding of \$582,065 for a N.O.T.I.C.E. project in Woodcrest Estates for street and sidewalk improvements; \$79,000 proposed for Housing Rehabilitation used for the Minor Home Repair Grant, Emergency Repair Grant, and People Helping People projects; \$75,000 for redevelopment of the toddler playground at the Crosby Recreation Center; and \$60,091 for Enhanced Code Enforcement in South Carrollton.

The City of Carrollton receives an annual grant from the U.S. Department of Housing and Urban Development (HUD) as part of the Community Development Block Grant Program (CDBG). The grant helps fund programs to assist Carrollton residents of low- and moderate-income.

As part of the public hearing, comments were elicited from the public and the Commissioners. No additional comments were presented regarding the PY 2017 Action Plan. Commissioner Windrow made the motion to approve the PY 2017 Action Plan as presented. Commissioner Cormier seconded the motion.

Motion passed 9-0

V. Neighborhood Networking Workshops:

Cathy Quaid presented a brief summary of four (4) neighborhood workshops that had occurred since the previous NAC meeting. Ms. Quaid also stated there are an additional three (3) workshops scheduled for the remainder of the calendar year.

VI. NEMGP 2017 Updates:

Tanya Ferencak, presented a draft spreadsheet to the Neighborhood Advisory Commission for the four (4) NEMGP grants received this year, stating that funding in the amount of \$110,000 available this year for Neighborhood Enhancement Matching Grants. Discussion was held regarding the draft projects and the funding available for the projects. Ms. Ferencak stated the spreadsheet was in draft form and corrections would be made to it prior to the next NAC meeting. Ms. Ferencak informed the Commissioners the Public Meeting for the NEMGP proposals was changed from Thursday, September 14, 2017 to Thursday, September 21, 2017 due to a conflict with Citizens' Evening scheduled for September 14, 2017. Ms. Ferencak informed the Commissioners the Tour is scheduled for August. Several Commissioners requested the status of the NEMGP Guideline revisions as discussed in the February meeting since one of the NEMGP projects doesn't appear to be in accordance with the current Guidelines.

VII. 2017 Carrollton Cares Neighborhood Leadership Volunteer Awards:

Tanya Ferencak reminded the Commissioners of the Carrollton Volunteers Award deadline. Ms. Ferencak informed the Commissioners the event scheduled for Martha Pointer Park was rescheduled due to heavy thunderstorms on the initial date. The event was rescheduled for June 9, 2017, 6–8 p.m.

VIII. Boards and Commissions Applications Due for NAC Commissioner Renewals:

Commissioners Cormier, Marquez, Cadwalder, and Van Matre were informed their terms were expiring and applications for renewal of their positions on the NAC would need to be filled out and submitted in order to be reappointed to the NAC.

IX. Citizens' Evening Update:

Tanya Ferencak informed the Commissioners the Citizens' Evening event is scheduled to be held on Thursday, September 14, 2017.

X. Neighborhood Mentoring Reports:

Commissioner Cormier provided copies of her mentoring report to the Commissioners and gave a summary of her contact with the various neighborhoods. Brian Passwaters would look into the concerns raised regarding the sidewalks in the Homestead area. Commissioner Mulligan delayed her mentoring report to the next NAC meeting.

XI. Program Updates:

Meagan Tucker reported the Santa Rosa N.O.T.I.C.E. project is almost complete. Total project cost amounted to \$3.4 million dollars. CDBG contribution for this project will be \$614,000. Approximately seven (7) residents in the Santa Rosa Neighborhood have applied for the Single-Family Rehab Incentive for their driveways.

Tanya Ferencak informed the Commissioners the Rhoton Park Pavilion is complete. Total cost for the project was \$89,922, which includes trash receptacles and picnic tables. Ms. Ferencak also stated the next phase involves the Parks Department replacing the walking trail at Rhoton Park. The will be funded with an additional \$70,000 in CDBG funding.

Ms. Ferencak reported to the Commissioners four (4) NEMGP grant applications had been submitted and would be on the August 10, 2017 tour. Ms. Ferencak also pronounced the Sign Topper Project for Hidden Island has been completed.

Ms. Tucker stated to the Commissioners the People Helping People project was a success. She also reported on Housing Rehabilitation updates. Ms. Tucker stated the high volume of applications continue to be submitted to staff, which has resulted in an additional allocation of \$40,000 in prior year cost savings being applied to this year's projects. Ms. Tucker provided the Commissioners with additional locations staff has identified for ongoing projects.

Brian Passwaters reviewed the code enforcement report with the Commissioners.

Chair Mulligan shared with the Commissioners the Animal Services update. Commissioner Sylo provided an update on an initiative to provide handmade dog and cat beds for the Animal Shelter.

XII. Visitors Comments and Other Business:

Councilmember Sutter shared updates with the Commissioners.

Tanya Ferencak reminded Commissioners Cadwalder, Tether, Sylo and Mulligan their Mentoring Reports would be made during the Tour in August.

Visitors present for the June 8, 2017 NAC meeting were:

1. Donna Cook – Timbercreek Estates
2. Gretchen Kipp Nelson – Timbercreek Estates
3. Stephanie Valadez – Timbercreek Estates
4. Jonathan Graham – Timbercreek Estates

XIII. Adjournment:

Chair Mulligan adjourned the meeting at 8:30 p.m.

Vice Chair Jeff Van Matre for Chair Pam Mulligan
Neighborhood Advisory Commission

Scott Hudson, Environmental Services Director