

MINUTES

NEIGHBORHOOD ADVISORY COMMISSION

City of Carrollton

August 8, 2019

A meeting of the City of Carrollton Neighborhood Advisory Commission was held on Thursday, August 8, 2019 at 6:30 p.m. at City Hall with the following members present:

Commission Members Present:

Scott Windrow, Chair
Joe Marquez, Vice-Chair
BJ Cadwalader
Kathleen Foster
John Chollampel
Julio Acosta
Jane Harmon
John Zaccardo

Commission Members Absent:

Darby Merriman

Staff Members Present:

Cory Heiple, Environmental Services Director
Brian Passwaters, Community Services Manager
Meagan Tucker, Sr. Community Development Specialist
Alka Agnihotri, Community Development Specialist
Kendra Heard, Community Development Specialist

Guests Present:

Lisa Rigby
Paula Wagner
Debbie Jensen
Dick Calvert
Mayve Strong
Melissa Everett
Horace Blake
Giles Berry
Rahul Chatterjee
Steve Babick

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- I. **Call to Order** – Chair Windrow called the meeting to order at 6:30 p.m.
 - II. **Review the Minutes of the July 18, 2019 Meeting:** Item to review and adopt the minutes from the July 18, 2019 meeting of the Neighborhood Advisory Commission. Minor revision requested by Chair Windrow setting time for Community Service Funding presentations in the minutes. Commissioner Cadwalader made a motion to accept the minutes as revised and Commissioner Foster seconded the motion. The motion was passed by a vote of 7-0. Commissioner Chollampel was late and unable to vote on the minutes and Commissioner Merriman was absent for the meeting.

III. Introduction: Item from Cory Heiple, Director of Environmental Services to outline to the public and commissioners the procedures in effect for Community Services Funding presentations.

Cory Heiple, Director of Environmental Services, informed the commissioners and the public about the procedures to be used for the Community Services Funding Presentation part of the agenda. Mr. Heiple outlined the amount of time allowed for the presentations and how presenters may be asked questions by the commissioners. Mr. Heiple informed the commissioners and the public this meeting is not a public hearing, and comments to the commissioners are restricted to the presenters of the presentations, city staff, and the commissioners.

IV. Community Services Funding Policy Review: Item to present Community Service Funding Policy and Procedures. Presentation by Brian Passwaters, Community Services Manager.

Brian Passwaters, Community Services Manager, made a presentation regarding the Community Services Funding Policy established by the City Council. Mr. Passwaters described the purpose of the Community Service Funding, eligibility requirements to receive funding, the funding guidelines for the use of Community Service Funds, and the criteria the Neighborhood Advisory Commission is to follow in awarding Community Service Funding. Mr. Passwaters also informed the commissioners and the public the funding available for Community Services Funding for 2019-2020 is \$43,500, which is short of the \$59,500 being requested.

V. Community Services Funding: Item to open Community Service Funding Presentations.

- Bea's Kids was called upon as the first presenter. No representative from Bea's Kids came forward to present their application request to the commissioners. Scott Windrow, Chair and Joe Marquez, Vice-Chair discussed some accounting concerns regarding the total number of children being assisted by Bea's Kids but were unable to reconcile the differences found in the application.
- Carrollton Wind Symphony. Giles Berry, President of the Carrollton Wind Symphony Board, made a presentation to the commissioners regarding the history of the Carrollton Wind Symphony, their accomplishments, national recognition they received, and what their program entails. Mr. Berry discussed fundraising options the Wind Symphony has performed and the costs associated with performances and trips they have made. Commissioner Foster asked how many people were involved with the symphony, Chair Windrow asked them about charging for concerts, compact discs or downloads of their work. Mr. Berry stated the Wind Symphony is prohibited from charging for concerts or selling performances due to being a non-profit. Mr. Berry stated they do request donations. Commissioner Harmon made comments the Carrollton Wind Symphony does not perform in south Carrollton, thereby depriving senior citizens and other residents of

their service. Vice-Chair Marquez also commented the Wind Symphony does not perform concerts in the Lewisville Independent School District area. Mr. Berry stated the Wind Symphony can look into expanding to these areas.

- CASA of Denton County. Debbie Jensen, Executive Director, made the presentation for CASA of Denton County. Ms. Jensen stated CASA of Denton County has seen a doubling of services for Carrollton children. Ms. Jensen informed the commissioners regarding case histories of some of CASA's cases, she also explained how CASA is selected to represent an at risk child. Commissioner Foster asked if CASA of Denton County also works with children at risk who live in Dallas County. Ms. Jensen explained if they are selected by the courts they would represent a child in either county. Commissioner Zaccardo inquired if CASA was seeing an increase in children assistance in the north Texas area. Ms. Jensen stated there is an increase due in large part to an increase in population density. Vice-Chair Marquez thanked Ms. Jensen for the information presented.
- Dallas Kalakendra. Rahul Chatterjee, President of Dallas Kalakendra, gave the presentation to the commissioners for Dallas Kalakendra. Mr. Chatterjee informed the commissioners they are a new community services program for the Dallas metro area based out of Carrollton and explained the purpose of the . Mr. Chatterjee explained Dallas Kalakendra is attempting to bring in outside sources to provide education and training in various aspects in a workshop setting. Commissioner Foster inquired on the number of performers Dallas Kalakendra currently have on staff. Mr. Chatterjee stated they have eleven performers. Commissioner Zaccardo asked if Dallas Kalakendra is being established to address the Dallas metro area or if they are going to focus primarily on the Carrollton area. Mr. Chatterjee stated Dallas Kalakendra is looking to operate in the middle in order to address the Dallas metro area and at the same time serve Carrollton.
- Old Downtown Carrollton Association. Andrew Guilette, previous President of the Old Downtown Carrollton Association (ODCA), made the presentation for ODCA to the commissioners. Mr. Guilette explained how ODCA has set up an app for people to review the services offered in downtown Carrollton. Mr. Guilette discussed the various events both the ODCA put on separately and in conjunction with the city. Mr. Guilette explained how ODCA has expanded its media footprint in marketing the square to people in and out of the city. Chair Windrow and Commissioner Chollampel inquired about increasing their funding through the various apartment communities (The Switchyard and The Union) and from wider sponsorship outside the ODCA area. Mr. Guilette informed the commissioners the apartment communities who are part of the association submit dues as part of their membership.
- WOVEN Health Clinic. Commissioner Foster was required to recuse herself from WOVEN's presentation due to being a board member for WOVEN. Lisa Rigby represented WOVEN in their presentation to the commissioners. Ms. Rigby presented

the types of patients they see at the clinic, those without insurance and in dire need. Ms. Rigby stated they work closely with UT Southwestern Medical Center for patient testing. Ms. Rigby went into detail about the rising cost of various medication and services they face with their patients. Ms. Rigby discussed WOVEN's new plan to provide more preventable health options to their clients. Commissioner Acosta inquired if WOVEN worked with Dallas County Health and Human Services and Ms. Rigby stated they do, especially with Parkland Hospital.

VI. Community Service Funding Deliberations: Item for the Neighborhood Advisory Commission to discuss the applications for Community Service Funding and set funding amounts to the qualifying agencies.

Chair Windrow addressed the commissioners and brought up the matrix table constructed for the meeting. Chair Windrow asked the commissioners to write the amounts each applicant should receive in Community Service Funding based upon the presentations and applications. Chair Windrow wrote his allocation first, followed by Vice-Chair Marquez. Commissioner Cadwalader then placed her allocation amounts on the matrix chart. Upon completion of Commissioner Cadwalader's allocation the commissioners observed a pattern forming and had an open discussion between all the commissioners. The commissioners established funding as follows:

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|---------------------------------------|----------|
| • WOVEN | \$15,000 |
| • Carrollton Wind Symphony | \$9,500 |
| • Old Downtown Carrollton Association | \$9,500 |
| • CASA of Denton County | \$7,000 |
| • Dallas Kalakendra | \$1,500 |
| • Bea's Kids | \$1,000 |

Commissioner Cadwalader made a motion to approve the aforementioned allocations for Community Services Funding to the applicants. Commissioner Chollampel seconded the motion. Commissioners voted 8-0 to approve the allocations with Commissioner Merriman absent.

VII. Neighborhood Mentoring Program: Item to share information on NAC mentoring activity.

Commissioner Chollampel left the Neighborhood Advisory Commission meeting at 8:10 p.m. Commissioner Julio Acosta was scheduled to present his mentoring reports but deferred to next month.

VIII. Other Business: Items to update and discuss with the commissioners.

- Project Updates: Item to review MHRP, ERP and PHP projects.
Kendra Heard, Community Development Specialist & Meagan Tucker, Sr. Community Development Specialist
Kendra Heard, Community Development Specialist, reported one project completed in the

Minor Home Repair Program. One new project is upcoming. Two People Helping People projects may occur in October.

Meagan Tucker, Sr. Community Development Specialist, commented the dates for People Helping People projects would be solidified at a later date. Ms. Tucker also mentioned Mr. Heiple and herself had taken eight single-family rehab projects to the redevelopment committee and updated the commissioners on the Single-Family incentives.

- Neighborhood Workshops: Discuss recently held and future workshops.
Alka Agnihotri, Community Development Specialist
Alka Agnihotri, Community Development Specialist, informed the commissioners of the Bobcat workshop held on July 31, 2019, which was attended by 64 individuals of the 100 who had RSVP. Ms. Agnihotri then presented information for the Active Shooter workshop held on August 6, 2019 which had 114 attendees out of 132 RSVPs. Both workshops were well attended and had nothing but positive feedback presented to staff. Ms. Agnihotri informed the commissioners there would not be any further scheduled workshops for the remainder of the year.
- Update on the 2019-2023 Consolidated Plan and 2019 One-Year Action Plan
Brian Passwaters, Community Services Manager
Brian Passwaters informed the commissioners the 2019-2023 Consolidated Plan and 2019 One-Year Action Plan were presented for the second public hearing on July 23, 2019. The city council and public present listened to the presentation given by Cory Heiple, Director of Environmental Services. No comments were forthcoming from the public and the city council approved the Consolidated Plan and Action Plan. Both have been submitted to HUD for review and acceptance.
- Discussion on the scheduled October Neighborhood Advisory Commission Meeting.
Brian Passwaters, Community Services Manager
Brian Passwaters addressed the commissioners regarding the scheduled October Neighborhood Advisory Commission meeting. Mr. Passwaters stated due to Carrollton Night Out on October 1, 2019 and the Boards and Commission Dinner on October 18, 2019 a Neighborhood Advisory meeting would be superfluous.
- NEMGP application scheduled for the September 12, 2019 Neighborhood Advisory Commission Meeting.
Brian Passwaters, Community Services Manager
Brian Passwaters, Community Services Manager, informed the commissioner there is only one NEMGP application to be reviewed at the September 12, 2019 meeting.
- Boards and Commission Banquet scheduled at 6:00 p.m. on October 18, 2019 at the Indian Creek Golf Course Clubhouse.
Brian Passwaters, Community Services Manager
Brian Passwaters, Community Services Manager, reminded the commissioners the city's Board and Commission Banquet will be held on October 18, 2019 at the Indian Creek

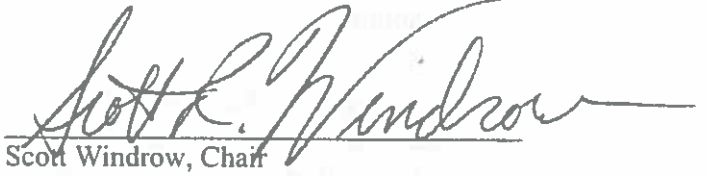
Golf Court Clubhouse.

IX. Adjournment

Chair Windrow adjourned the meeting at 8:22 p.m.

A handwritten signature in blue ink, appearing to read 'Cory Heiple', written over a horizontal line.

Cory Heiple, Environmental Services Dir.

A handwritten signature in blue ink, appearing to read 'Scott L. Windrow', written over a horizontal line.

Scott Windrow, Chair