

MINUTES
NEIGHBORHOOD ADVISORY COMMISSION
City of Carrollton

NOVEMBER 10, 2022

A meeting of the City of Carrollton Neighborhood Advisory Commission was held on November 10, 2022 at 6:30 p.m. at City Hall with the following members present:

Commission Members Present:

Natasha Singh, Chair
Sunil Sundaren
Henry Rivas
Dennis Raso
Anna Hammonds
Kristi Sheffy
Victor Johnson
Nick Cuellar

Commission Members Absent:

Karyne Nguyen

Staff Members Present:

Cory Heiple, Environmental Services Director
Meagan Tucker, Sr. Community Development Program Specialist
Alka Agnihotri, Community Development Program Specialist
Teresa Iglesias, Community Development Program Specialist

Guests Present:

Councilmember Young Sung

I. Call To Order – Chair Singh called the meeting to order at 6:31 pm.

II. Introduction of New Neighborhood Advisory Commissioners: Item to recognize new Neighborhood Advisory Commissioners.

New members Victor Johnson and Nick Cuellar introduced themselves with a brief personal history.

III. Swearing In of New Commissioners: Item to swear in new commissioners.

Chair Singh advised that the two new members were previously administered the Oath of Office and she noted that she and Karyne Nguyen, absent, were re-appointed. Chair Singh swore to the Oath of Office.

IV. Voting on Vice Chair for 2022-2023: Item to vote for the vice chair for 2022-2023.

Chair Singh opened the floor for nominations. She nominated Karyne Nguyen and Meagan Tucker reported that Ms. Nguyen had advised she would accept the nomination. There were no other nominations.

Commissioner Raso moved to appoint Karyne Nguyen as Vice Chair; second by Commissioner Cuellar. The motion was approved with a unanimous 8-0 vote, Nguyen absent.

- V. **Review the Minutes of the September 8, 2022 Meeting:** Item to review and adopt the minutes from the September 8, 2022 meeting of the Neighborhood Advisory Commission.

Commissioner Sundaran moved approval of the September 8, 2022 meeting; second by Commissioner Raso. The motion was approved with a unanimous 8-0 vote, Nguyen absent.

- VI. **Public Hearing on the PY 2021 Consolidated Annual Performance and Evaluation Report (CAPER):** Item to hear presentation on the PY2021 CAPER.

Cory Heiple, Environmental Services Director, stated that the CAPER is a report on how the City of Carrollton spent the funding awarded to the City for Program Year 2021. He stated that this hearing serves as the first of two public hearings; NAC and City Council. He advised that in PY 2021, the City was allocated a little less than \$835,000. He listed the allocation as follows:

- 1) Thomas Park - nearly \$300,000 to replace equipment and to provide new playground material for the play area
- 2) Housing Rehabilitation Projects - \$44,000 for 11 minor home repair projects, one emergency repair project and no People Helping People project
- 3) Enhanced Code Enforcement Officer - \$73,000

Heiple stated the total amount spent was \$417,491. He stated the funding was going to include a street reconstruction project, but due to Federal changes regarding HUD, infrastructure projects are no longer feasible. He advised that the City has 3 years to expend the funding but because of the changes, some of it will be returned to HUD.

Heiple stated that through the CARES Act grant, HUD issued funding to various entitlement cities with the requirement that it must benefit low-to-moderate income residents, and stated it was specific to the pandemic response. He stated that Carrollton received \$1.26M which went to Metrocrest Services and the Woven Health Clinic. He reported that the primary focus by Metrocrest was homelessness prevention as well as housing assistance. The Woven Clinic used the funds to provide vaccines, testing kits, and overhead costs. He reported that nearly 11,500 Carrollton residents received assistance through the two agencies.

Chair Singh opened the public hearing; there being no speakers, she opened the floor for discussion and action by the commissioners.

Commissioner Johnson asked if the City received any reports that shows that the funds were used for low-to-moderate income families. He also asked about the paperwork required. Heiple advised that the CARES Act funding was a reimbursement method so the agencies went through the rigorous application process to ensure the individuals met the requirements. With regard to contractors, he stated that staff did notice a decrease in people applying for the grants and Senior Program Specialist Meagan Tucker reported that residents were not comfortable with allowing staff in their home to inspect nor were they comfortable with contractors going in. She stated it was advertised the same as usual or more and stated that the Marketing Department pushed it out. Heiple added that both Metrocrest Services and Woven Clinic are well established for assisting low-to-moderate income residents.

Commissioner Sundaran asked if the NOTICE area boundaries would be reset. Heiple stated that the NEZ boundaries which contain NOTICE neighborhoods were last set by the City Council in 2018.

He stated that staff takes Census data into consideration when making proposed changes. He added that the boundaries were redrawn only once and it added neighborhoods. He stated that the funding directed to the NEZ programs is from the City's General Fund, not through the CDBG funds.

Commissioner Cuellar asked about the chances that future funding levels would be less if the funding doesn't get substantially used. Heiple replied that with the exception of the Section 3 changes, this is the first time that regulation changes impacted what the City was trying to accomplish. He stated that for there to be a reduction in funding, the City would have to be significantly non-compliant for a period of time. Chair Singh added that other cities were also experiencing the same issues with infrastructure funding due to the Section 3 changes. Heiple explained that the change required that a certain percentage of the work crew had to live within one mile of the project site.

Commissioner Cuellar moved to close the public hearing; second by Commissioner Raso. The motion was approved with a unanimous 8-0 vote; Nguyen absent.

Commissioner Raso moved approval of the PY2021 CAPER; second by Commissioner Rivas. The motion was approved with a unanimous 8-0 vote; Nguyen absent.

VII. NAC Email Correspondence: Item to discuss NAC correspondence.

Heiple provided a brief history of the subject and request to use personal email accounts. He stated that the Legal department did not take issue with it and he underscored that if an Open Records request is received, they may have to submit personal emails that met the request. He referred to an acknowledgement needing the Commissioner's signature should anyone prefer to abandon the City email account in lieu of using their personal account. Discussion. Heiple clarified that the City Gmail account would still be available.

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

- Commissioner Henry Rivas – Homestead has 460 homes with no current projects; Oak Creek Estates has 200+ homes and no current projects; Friends of Furneaux Creek have the most activity with plantings along the Blue Trail; Estates of High Country has 246 homes with no active HOA that he could find; Quail Creek is working on an application for a sign topper project and a beautification project; Quail Creek North uses a management company that he did not hear back from; Moore Farms with 388 homes and has a management company;
- Commissioner Anna Hammonds – reported that she did not get very many responses from email. She stated that Bel Air of Josey Ranch is not active; active HOAs were the Coves of Columbian Club, Wellington Run, Two Worlds Keller Springs, Josey Park Estates, and North Crest. She stated she would follow up by phone.

General discussion was held about ways and preferable times to contact HOAs and management companies. Tucker advised that she and Alka Agnihotri were in the process of updating the HOA maps and requested the members advise them of any HOA that is no longer active.

IX. Program Update: Item to discuss program updates.

Tucker used photographs to review two single-family rehab incentive projects stating one homeowner removed, replaced and expanded the driveway by 5 ft in order to park two vehicles on the driveway.

Agnihotri provided updates on the sign topper project for Summer Oaks and a NEMGP that included landscaping enhancements, irrigation enhancements, and a new monument sign. She stated that The Highlands project that was recently approved is almost complete.

X. Update on Citizens' Evening and Volunteer Awards: Item to discuss update on Citizens' Evening and Volunteer Awards.

Agnihotri referred to information previously provided to the Commission about the event and volunteer awards. She encouraged the members to spread the word and advised that the deadline to submit an application is January 27 at 11:30 am. She stated the Citizens' Evening Event would be held on March 29, 2023 from 6:00-8:30 pm and briefly described the event. Chair Singh asked the members to mark their calendars for the event encouraging all members to be in attendance. Agnihotri stated she would continue to provide updates and service opportunities.

XI. Holiday Party Ideas: Item to decide date and location for NAC Holiday Party.

Chair Singh stated that the party would take the place of the December meeting. After a short discussion, a consensus was reached to hold the party on Wednesday, December 7 at Amici's restaurant at 6:30 pm. It was noted that an agenda would be posted.

XII. Visitors Comments & Other Business:

Chair Singh acknowledged Councilmember Young Sung and thanked him for attending. Councilmember Sung welcomed the new members. Commission members introduced themselves to the new members with a short briefing on their service as did the City staff and Councilmember Sung.

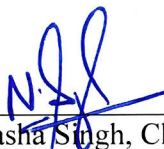
- Upcoming Meetings
- December – Holiday Party 12/7/2022

(Items not listed elsewhere on the agenda may be addressed at this time. No official action can be taken on any item discussed during this portion of the meeting.)

XIII. Adjournment

Chair Singh adjourned the meeting at 7:33 pm.


Cory Heiple, Environmental Services Dir.


Natasha Singh, Chair