

CITY OF CARROLLTON

**NEIGHBORHOOD ADVISORY COMMISSION
MEETING MINUTES**

SEPTEMBER 14, 2023

A meeting of the City of Carrollton Neighborhood Advisory Commission was held on September 14, 2023 at 6:30 p.m. at City Hall with the following members present:

Commission Members Present:

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

Commission Members Absent:

None

Staff Members Present:

Cory Heiple, Environmental Services Director
Brian Passwaters, Community Services Manager
Meagan Tucker, Sr. Community Development Program Specialist
Alka Agnihotri, Community Development Program Specialist
Caleb Rosier, Operator, Apparatus

Guests Present:

Rusty Pendleton	Tracy Wolin
Sharon Stone	Mary Forbes
Doug Forbes	John Castaldi
Darrell Conway	Gwen Pasco
George Jones	Elaine Harrison
Stacy	Harold Lane
Susan Barsch	Rhonda Lane
Novella Landan	Janet Armstrong

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- I. Call To Order** - Chair Singh called the meeting to order at 6:32 p.m.
- II. Review the Minutes of the August 10, 2023 Meeting:** Item to review and adopt the minutes from the August 10, 2023 meeting of the Neighborhood Advisory Commission.

Commissioner Johnson moved approval of the minutes; second by Commissioner Hammonds. The motion was approved with a unanimous 9-0 vote.

III. Carrollton Fire Rescue Presentation: Item to hear Carrollton Fire Rescue and the programs they offer.

Caleb Rosier provided an overview of new technology that will improve emergency responses for cardiac events. Automated External Defibrillators, or AEDs, will be placed around the city in predetermined locations, such as in businesses or HOA facilities, to assist emergency response personnel in responding to individuals experiencing a cardiac event. Training will be provided on AED use and will be provided to individuals at each location. A map of AED locations was provided.

Commissioner Johnson inquired how the AED map locations were determined. That information is unknown. A slide presentation of the map was reviewed.

Commissioner Rivas inquired how the city would partner with local businesses to place the AEDs. Caleb Rosier responded that has not been determined however potentially a business could sponsor an AED device for their establishment.

IV. NEMPG Applications: Item to hear NEMGP presentations from the following:

Chair Singh advised that this is a public hearing and comments will be received.

- Country Place – Presentation by Elaine Harrison, resident of Country Place, and Tracy Wolin, Executive Director.

The Country Place neighborhood is located in the southeast corner of Carrollton. It consists of 742 townhomes on 200 acres of land and has three (3) different HOAs. Plans are to redo the entrance by refurbishing the monument, adding additional landscaping, and updating the sign on the back of the monument to an electronic sign. The budget includes the demo. Photos of the site were reviewed. It was noted that the monument is actually about 30 feet off of Marsh Lane and Country Place Dr improvements into the entrance road are planned for safety. The budget including volunteer hours was reviewed. It was noted that the electronic sign will be turned off at 10 p.m.

Commissioner Johnson asked whether the HOA community has committed financially to this project. Elaine Harrison responded not yet.

Commissioner Rivas inquired whether any issues with the city issuing a permit for the new sign are expected. Elaine Harrison responded no. Staff responded that the contractor would contact the city for the permit after the project begins.

Commissioner Nguyen and Commissioner Sheffy inquired whether there will be a use for the old existing sign after the new one is installed. Elaine Harrison responded possibly but there are no definite plans for the old sign.

Commissioner Sheffy inquired how the new electronic sign will be used. Elaine Harrison responded that it will allow for more timely and accurate updates to the

content and will include city announcements as well as community information. Control and programming will be in the HOA office.

Commissioner Sundaran asked about residents who expressed opposition to the project. Elaine Harrison said that four (4) people were opposed, however no phone calls or other inquiries were received.

Commissioner Johnson stated that 63 people responded in support of the project and asked whether future opposition is expected from others who did not respond. None is expected; the benefits were reviewed.

Commissioner Raso moved approval of the Country Place application; second by Commissioner Singh. The motion was approved with a unanimous 9-0 vote.

- Villas of Indian Creek – Presentation by HOA President Harold Lane.

The Villas of Indian Creek is a townhome community generally located at Hwy. 121 and Creek Valley. There are two monument signs existing at the entrance road and the exit road. A location map and photos were reviewed.

Mr. Lane advised the grant would be used for replacing landscaping damaged by storms and replacing diseased trees. Dead and damaged trees and shrubs will be removed and those plans were provided. The project should take 2 to 3 days. It was noted that Creek Valley traffic will not be impacted. Mr. Lane also advised that additional lighting will be added at the monument signs.

Mr. Lane advised that three (3) bids were received and C & B Landscaping was selected. He noted that the project includes common areas only and no work will be done on private property.

Mr. Lane reviewed the budget stating that the HOA has its portion of the funding needed, which is \$12,613.00. With the volunteer hours for six people, he advised the total is \$13,333.

Commissioner Cuellar moved approval of the Villas of Indian Creek application; second by Commissioner Rivas. The motion was approved with a unanimous 9-0 vote.

- Quail Creek – Presentation by Sharon Stone and Gwen Pasco

In the last 6-8 months privately owned front yards in Quail Creek were improved with a Special Assessment. The future goal is to continue with the landscaping in public areas with a grant and private donations. Photos and budget were provided to the Commissioners. An electrician, mason and landscaper have been selected. It was noted that a bench will be added along the walking area.

Commissioner Rivas offered positive remarks.

Commissioner Raso inquired about the wall repair. Sharon responded that rocks are falling out due to aging. Those will be repaired and the wall power washed.

Commissioner Rivas moved approval the Quail Creek application; second by Commissioner Sundaran. The motion was approved with a unanimous 9-0 vote.

- Indian Springs- Presentation by John Castaldi

The Indian Springs neighborhood was developed in the 1990's and has 193 homes. It has a voluntary Homeowners Association. In November 2022, the entryway to the neighborhood was damaged as a result of an auto accident. Some repairs have been done and the city has repaired the median. The neighborhood's entryway sign was not repaired and on the other side of the intersection, the sign is faded and in need of replacement along with the landscaping.

The residents of the neighborhood have committed to doing the landscaping work and private donations will fund a portion of the money needed for the sign replacement. The HOA currently has \$7,000 that will be used as well. Photos were provided and details of the landscaping, signs, and some pillar repairs at the intersection were provided. It was noted that the sign installation will require Frankfort Road to be blocked for approximately four (4) hours.

Commissioner Nguyen confirmed with the presenter that the existing pillars in disrepair will be replaced to match new ones on the other side.

Commissioner Sundaran offered positive comments regarding the residents' involvement in this project.

Commissioner Sundaran moved approval the Indian Springs application; second by Commissioner Singh. The motion was approved with a unanimous 9-0 vote.

V. Program Update: Item to discuss program updates.

Meagan Tucker, Sr. Community Development Program Specialist

- 1) Single-family rehab initiative at 1505 Francis consisted of a driveway replacement that cost \$42,250 and the city incentivized with \$10,562.50.
- 2) Single-family demo and rebuild at 1202 Noble Avenue; city paid for demolition costs and incentivized the new construction.
- 3) Minor Home Repair; Milam Way- siding replacement and repaint.
- 4) Minor Home Repair; 2720 Spyglass – siding and window replacement.

5) Minor Home Repair; 1700 Kirby Rd. – Joint project with Code Enforcement; replaced siding and some electrical work.

Alka Agnihotri, Community Development Specialist, provided a workshop update. The last one was Critters in Carrollton held August 31st . It was attended by 37 people. The next workshop is being conducted by the Parks Department on Saturday, September 16th from 10 a.m. to 12 p.m. It is called, “Nature’s Classroom.” Event will be held at the Elm Fork Park Nature Center.

VI. Sub-Committee Selections: Item to discuss commissioner selection for the following committees:

Meagan Tucker provided a brief overview of each sub-committee and requested volunteers to serve on each. The following Commissioners volunteered as follows:

- Citizens’ Evening – Commissioners Singh, Raso, Cuellar, and Johnson
- Volunteer Award - Commissioners Singh, Sundaran, and Nguyen
- Workshop Selection – Commissioners Nguyen, Sheffy, Johnson, and Raso
- Citizens’ Storm Water Advisory Committee – Commissioner Sheffy
- Animal Shelter Advisory Committee – Commissioners Raso and Sheffy

VII. Visitors Comments & Other Business:

- Upcoming Meetings- Chair Singh highlighted the following meetings:
 - October 3rd – Carrollton Night out
 - October 18th – Boards and Commission Dinner
 - November 9th – Review of CAPER
 - December 14th – Holiday Party
 - March 27th, 2024 – Citizens Evening

Chair Singh noted that this is Commissioner Rivas’ last meeting.


Commissioner Raso noted that he is part of the Carrollton Disaster Response Alliance. At a recent meeting with staff, it was suggested to possibly involve HOAs to do wellness checks during the cold weather.

(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.)

VIII. Adjournment - Chair Singh adjourned the meeting 7:56 pm.



Cory Heiple, Environmental Services Dir.



Natasha Singh, Chair

