

**CARROLLTON CITY COUNCIL
REGULAR MEETING AND WORKSESSION
SEPTEMBER 24, 2024**

The City Council of the City of Carrollton, Texas convened in a Regular Meeting and Worksession on Tuesday, September 24, 2024 at 5:45 p.m. with the following members present: Mayor Steve Babick, Mayor Pro Tem Richard Fleming, Councilmembers Nancy Cline, Jason Carpenter, Andrew Palacios, Daisy Palomo, and Rowena Watters. Also present were City Manager Erin Rinehart, Assistant City Manager Chrystal Davis, Assistant City Manager Shannon Hicks, City Attorney Meredith Ladd and City Secretary Chloe Sawatzky.

Deputy Mayor Pro Tem Christopher Axberg was absent.

5:45 P.M. – COUNCIL BRIEFING ROOM

*****PRE-MEETING *****

Mayor Babick called the meeting to order at 5:46 p.m.

1. Receive information and discuss Agenda.

Agenda items were reviewed. Staff responded to Council's questions. Regarding Consent Item 1, Mayor Babick advised there would be an edit to the minutes on Item 9.

The following Consent Items will include stipulations in the motions due to the following:

Consent Item 17- Mayor Babick recommended that Mike Hennifer be nominated to serve on the Denton Central Appraisal District Board. Mayor Babick stated he would notify the Lewisville Independent School District that Carrollton will support Mr. Hennifer.

Consent Item 23 – Mayor Babick stated this is a resolution establishing a Music Advisory Board to be appointed by the Council, adding that the Governor requires a board for Carrollton to be included in The Texas Music Industry Directory. This will be a five-member board with the initial appointment of three members having 2-year terms and two members having 1-year terms. Subsequent terms will be for two years. Appointments will be made at a future meeting.

*****EXECUTIVE SESSION*****

Worksession ended at 7:57 p.m. and Executive Session was convened.

- 2. Council convened into Executive Session at 7:57 p.m. pursuant to Texas Government Code:**
- **Section 551.071** for private consultation with the City Attorney to seek legal advice with respect to pending and contemplated litigation and including all matters on this agenda to which the City Attorney has a duty under the Texas Rules of Discipline and Professional Conduct regarding confidential communication with the City Council.
 - **Section 551.074 to discuss personnel matters.**
 - Boards & Commissions

3. Council reconvened in Open Session at 9:05 p.m. to consider action, if any, on matters discussed in the Executive Session. No action was taken.

*****WORKSESSION*****

4. Present **Information Technology project Updates And A Brief Demonstration Of The New Mobile App, Chatbot and VoiceBot.**

Chris Chiancone, Chief Information Officer, provided an overview of IT projects for 2024-2025. The status of projects In Progress, Completed, In Planning, and On Hold were provided. He stated that the Fiber project will include 41 sites, with 24 of those sites currently underway in various stages. In response to Council's questions, Mr. Chiancone stated that the fiber is not actually owned by the City but is leased for 20 years. The Fiber project is expected to be completed in the first quarter of 2026.

Mr. Chiancone provided a demonstration of Carrollton's new mobile app that, once completed, will include Chatbot and VoiceBot. These programs have been largely completed however both are undergoing third party reviews. Demonstrations of Chatbot and VoiceBot provided examples of how these programs will be used. Councilmember Palomo suggested that a City calendar be included in the mobile app and if possible, some type of response to the user when appropriate.

5. Discuss **Community Funding Policy.**

Councilmember Cline, representing the Community Funding Committee, stated that the Old Downtown Carrollton Association had been approved for a grant for the next year but also had requested the fee for use of the Downtown Gazebo for one 8-hour day be waived. Clarification of Council's intent on this matter was requested. Following discussion, Councilmember Cline recommended the application forms be updated to be clearer on what is being requested by the organizations. Attorney Meredith Ladd added she would include language in the contracts regarding facility use fees/waiving of fees.

6. **Mayor And Council Reports And Information Sharing.**

Council reviewed their recent activities and upcoming events.

Attorney Meredith Ladd advised that the Police Department is required to notify the City Council if they purchase certain types of military equipment. She advised that the Carrollton Police Department is obtaining, by asset forfeiture, 26 rifles. Information on this acquisition is available on the Police Department website.

Mayor Babick and the Council adjourned the Worksession and met outside the Council Briefing Room for a group photo.

At 7:02 p.m. the Worksession adjourned to convene the Regular Meeting.

The Worksession continued at 7:50 p.m. following the conclusion of the Regular Meeting,

City Secretary Chloe Sawatzky provided details on the upcoming TML session to be held in Houston, October 9-11, 2024.

Assistant City Manager Shannon Hicks was introduced. This was his first meeting.

Worksession ended at 7:57 p.m. and Executive Session was convened.

*****REGULAR MEETING 7:00 P.M.*****

Mayor Babick called the Regular meeting to order at 7:14 p.m.

INVOCATION – Councilmember Andrew Palacios

PLEDGE OF ALLEGIANCE – Councilmember Rowena Watters

PRESENTATIONS

7. Present A **Proclamation Recognizing Live United Month.**

Mayor Babick read a proclamation declaring September 2024 as:

“Live United Month”

and recognized representatives from United Way of Denton County who were present to receive the proclamation. Carrollton Fire Chief Mike Thompson, Chair of the Board for United Way of Denton County, expressed his appreciation to the various partnerships that help United Way serve Denton County’s residents.

PUBLIC COMMENT

8. **Hearing of any citizen/visitor on items listed on the regular meeting agenda. Citizens wishing to address the Council regarding items not on the posted agenda will be called to speak during the Public Forum.**

Citizens/visitors should complete an appearance card located on the table at the entrance to the City Council Chambers. Speakers must address their comments to the presiding officer rather than to individual Council members or staff; Stand at the podium, speak clearly into the microphone and state your name and address prior to beginning your remarks; Speakers will be allowed between 2 and 5 minutes for testimony; Speakers making personal, impertinent, profane or slanderous remarks may be removed from the room; Unauthorized remarks from the audience, stamping of feet, whistles, yells, clapping, and similar demonstrations will not be permitted; No placards, banners or signs will be permitted in the Chambers or in any other room in which the Council is meeting. In accordance with the State Open Meetings Act, the City Council is restricted from discussing or taking action on items not listed on the agenda. Action can only be taken at a future meeting.

Mayor Babick opened and closed the public comment period with no one wishing to speak.

CONSENT AGENDA

*(*All items marked with a single asterisk are part of a Consent Agenda and require no deliberation by the Council. Each Council member has the prerogative of removing an item from this agenda so that it may be considered separately. Contracts and agreements are available in the City Secretary’s Office.)*

Councilmember Cline moved to approve Consent Agenda Items 9-25 (Nos. 17 & 23 as stipulated); second by Councilmember Palacios. The motion was approved with a unanimous 6-0 vote. (Deputy Mayor Pro Tem Christopher Axberg absent)

Mayor Babick recognized former Councilmember Mike Hennifer as Carrollton’s nominee for the Denton County Appraisal District.

MINUTES

- *9. Consider Approval Of The September 10, 2024 Regular Meeting Minutes.**

BIDS & PURCHASES

- *10. Consider Approval Of Bid #24-063 For Water Meters From Zenner USA And Neptune Technology Group Inc. In An Amount Not To Exceed \$160,000.00 Annually For A Total Four-Year Contract Amount Not To Exceed \$640,000.00.**

CONTRACTS & AGREEMENTS

- *11. Consider Authorizing The City Manager To Approve A Construction Contract With 3D Paving & Contracting, LLC For The Webb Chapel Road Reconstruction Project In An Amount Not To Exceed \$3,945,845.00.**
- *12. Consider Authorizing The City Manager To Exercise The Renewal Of The Contract With Vector Fleet Management, LLC For Management Of Fleet Services In An Amount Not To Exceed \$2,743,798.00 Annually, For A Total Amount Not To Exceed \$5,487,578.00 For The Two-Year Term.**

ORDINANCES

- *13. Consider An Ordinance Amending Ordinance No. 4033 By Designating The Number Of Police Officer And Sergeant Positions In The Carrollton Police Department.**
- *14. Consider An Ordinance Amending Title XVII, Chapter 171, “Wastewater Pretreatment” Of The City Of Carrollton Code Of Ordinances To Regulate Industrial Pretreatment Wastewater Operations.**

RESOLUTIONS

- *15. Consider A Resolution Authorizing The City Manager To Enter Into Agreements With Cigna, MetLife / Superior Vision, and Standard Insurance In An Amount Not To Exceed \$716,735.00 Per Year, For A (3) Three-Year Total Contract Amount Not To Exceed \$2,150,208.00.**
- *16. Consider A Resolution Authorizing The City Manager To Enter Into Agreement With WEX Health, Inc. For Flexible Spending Account (FSA) And Health Reimbursement Account (HRA) Administration In An Annual Amount Of \$41,237 And A Five-Year Total Contract Amount Not To Exceed \$206,184.00.**

- *17. Consider A Resolution Nominating A Candidate To Be A Member Of The Board Of Directors For The Denton Central Appraisal District.**
- *18. Consider A Resolution Authorizing The City Manager To Enter Into An Agreement With Frost Bank, To Provide Depository And Banking Services In An Amount Of \$120,000 Per Year, For A Total Five-Year Contract Amount Not To Exceed \$600,000; And Further Authorizing The City Manager To Be And To Appoint Signatories, And Persons Authorized To Give Investment Settlement Instructions.**
- *19. Consider A Resolution Amending Resolution No. 4753 To Allow The Total Funding Amount Of The Contract With Children’s Advocacy Center For North Texas To Be Determined By Council Each Year.**
- *20. Consider A Resolution Amending Resolution No. 4754 To Allow The Total Funding Amount Of The Metrocrest Contract To Be Determined By Council Each Year.**
- *21. Consider A Resolution Authorizing The Continuation Of The City Of Carrollton's Pretreatment Program For The Trinity River Authority Central Regional Wastewater System (CRWS).**
- *22. Consider A Resolution Authorizing The City Manager To Negotiate And Execute An Agreement With The Texas Music Office Within The Office Of The Governor For Maintenance Of The Texas Music Industry Directory.**
- *23. Consider A Resolution Establishing A Music Advisory Board And Setting Forth Duties, Membership Requirements, A Term, And A Minimum Number of Annual Meetings.**
- *24. Consider A Resolution Authorizing The City Manager To Enter Into An Agreement With Articulation Art, LLC In An Amount Not To Exceed \$150,000.00, To Paint The Downtown Silos Located At 1003 4th Street For A Total Fiscal Year Expenditure In An Amount Not To Exceed \$200,000.00.**
- *25. Consider A Resolution Authorizing The City Manager To Extend An Easement Agreement For An Additional Twenty-Year Term And Provide Consideration In An Amount Not To Exceed \$21,398.00, By And Between The City And The Silos Carrollton LLC, Located At 1003 4th Street.**

PUBLIC HEARING – INDIVIDUAL CONSIDERATION

- 26. Hold A Public Hearing To Consider An Ordinance Amending The Zoning To Establish A Special Use Permit To Allow Short-Term Rental On An Approximately 0.23-Acre Lot Zoned (SF-10/18) Single-Family Residential District And Located At 2510 Canterbury Drive; Amending The Official Zoning Map Accordingly. Case No. PLSUP 2024-097 2510 Canterbury Drive Short-Term Rental.**

Loren Shapiro, Planning Manager, presented this item. He advised it is a request for a special use permit for a short term rental. The property is a single-family, five bedroom home, that if approved, would be authorized for six adults. A floor plan was provided. Mr. Shapiro advised that staff recommended approval due to there being no previous violations on the property, however, the Planning and Zoning Commission voted to recommend denial due to several neighbors being opposed.

He advised the Council that for them to approve this item, it must be a unanimous vote of the Council members present.

Mayor Babick asked if the applicant was present and wished to speak. The applicant was not present.

Mayor Babick stated he had four public comments cards from individuals who did not wish to speak but wanted their opposition recorded. Those were from Jim Henegar, Mary Kilgore, Richard Kilgore, and Mark Timme.

Mayor Babick opened the public hearing. The following individuals spoke in opposition to this request:

Brady Barnett, 2514 Canterbury Drive
Johnny Fuentes, 2512 Canterbury Drive
Conchita Delgado Timme, 2503 Hawthorne St

Mayor Babick closed the public hearing.

Councilmember Palomo asked what the current status is for this property. Mr. Shapiro responded that it is unknown whether it is rented at this time however it is being advertised as a short term rental. He added that any rental for less than one month must get a special use permit and register with the City.

Councilmember Cline moved to deny Item 26; second by Councilmember Palacios. The motion was approved with a 5-1 vote. Mayor Pro Tem Fleming voted in opposition. (Deputy Mayor Pro Tem Christopher Axberg absent)

27. **Hold A Public Hearing To Consider An Ordinance Amending The Zoning To Establish A Special Use Permit To Allow An Amusement Arcade (Excluding Adult Arcade) In An Approximately 1,039 Square Foot Lease Space Zoned For The (LR-2) Local Retail District And Located At 2540 Old Denton Road, Suite 308, Amending The Official Zoning Map Accordingly. Case No. PLSUP 2024-096 Kiddleton Arcade.**

Loren Shapiro, Planning Manager, presented this item. He advised this is the third location for this applicant to establish an arcade. The other locations are inside the H-Mart and inside 99-Ranch. This third site will be a stand-alone suite and will not be not inside another retailer. There will be 113 games that will cater to children. Photos showing examples of the arcade machines were provided. Mr. Shapiro stated that no gambling machines or alcohol will be on site. The hours of operation will be 11 a.m. to 9 p.m., Saturday through Sunday. Staff is recommending approval.

Mayor Babick asked if the applicant was present and wished to speak. The applicant was not present.

Mayor Babick opened the public hearing. There being no speakers, he closed the public hearing.

Councilmember Palacios moved to approve Item 27; second by Councilmember Palomo. The motion was approved with a unanimous vote of 6-0. (Deputy Mayor Pro Tem Christopher Axberg absent)

PUBLIC FORUM

28. Hearing of any citizen/visitor on items not listed on the regular meeting agenda. Citizens wishing to address the Council regarding items on the posted agenda will be called to speak during the Council's consideration of such items.

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Mayor Babick opened the public forum. There being no speakers, He closed the public forum.

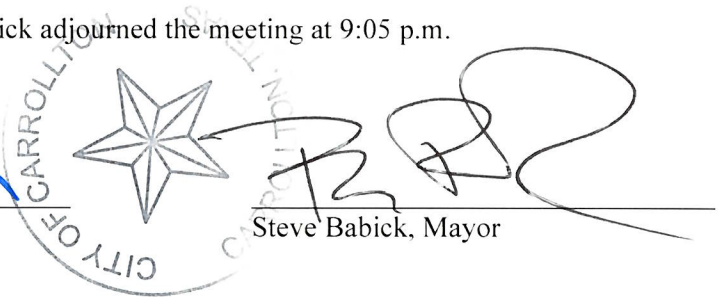
Mayor Babick commented on the recent LIV Team Championship Golf Tournament held in Carrollton. He advised it was a successful event and plans are to have it return again next year.

At 7:45 p.m. the Regular Meeting concluded. The Worksession continued and the Executive Session was convened afterward.

ADJOURNMENT - Mayor Babick adjourned the meeting at 9:05 p.m.

ATTEST:


Chloe Sawatzky, City Secretary



Time Stamp Summary:

<i>Call to Order</i>	<i>5:46 p.m.</i>
<i>Worksession</i>	<i>5:46 p.m.- 7:02 p.m.</i>
<i>Regular Meeting</i>	<i>7:14 p.m. - 7:45 p.m.</i>
<i>Worksession cont'd</i>	<i>7:50 p.m.- 7:57 p.m.</i>
<i>Executive Session</i>	<i>7:57 p.m.- 9:05 p.m.</i>
<i>Meeting Adjourned</i>	<i>9:05 p.m.</i>