

# City of Carrollton

*1945 E. Jackson Road  
Carrollton, TX 75006*



## REGULAR WORKSESSION & MEETING

**Tuesday, August 19, 2025**

**5:45 PM**

**CITY HALL, 2nd Floor**

### **City Council**

*Mayor Steve Babick  
Mayor Pro Tem Christopher Axberg  
Deputy Mayor Pro Tem Daisy Palomo  
Councilmember Jason Carpenter  
Councilmember Richard Fleming  
Councilmember Andrew Palacios  
Councilmember Nancy Cline  
Councilmember Rowena Watters*

**\*\*\*PRE-MEETING / EXECUTIVE SESSION\*\*\*****5:45 P.M. – COUNCIL BRIEFING ROOM**

1. Receive **information and discuss Agenda.**
2. Council will convene in Executive Session 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.
    - Annual review of the City Manager.
3. Council will reconvene in open session to consider action, if any, on matters discussed in the Executive Session.

**\*\*\*WORKSESSION\*\*\***

4. Discuss **Fiscal Year 2026 Capital Improvements Plan Advisory Committee (CIPAC) Capital Project Recommendations.**
5. Discuss **Fiscal Year 2026 Funding Recommendations Of The Community Service Committee.**
6. Discuss **Fiscal Year 2026 Proposed Budget, Tax Rate And Fee Changes.**
7. **Mayor And Council Reports And Information Sharing.**

**\*\*\*REGULAR MEETING 7:00 PM\*\*\***

**INVOCATION - Councilmember Nancy Cline**

**PLEDGE OF ALLEGIANCE - Councilmember Jason Carpenter**

**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.

**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.)*

**MINUTES**

- \*9. Consider Approval Of The July 22, 2025 Regular Meeting Minutes.**
- \*10. Consider Approval Of The July 25-26, 2025 Strategic Retreat Minutes.**

**BIDS & PURCHASES**

- \*11. Consider Approval Of The Purchase And Installation Of New Service Desks And Cabinets At The Hebron and Josey Library From My Unique Office Through The Buy-Board Purchasing Cooperative In An Amount Not To Exceed \$126,996.00.**

**CONTRACTS & AGREEMENTS**

- \*12. Consider Authorizing The City Manager To Enter Into An Agreement With Republic Services, Inc. Pursuant To RFP #25-002 For Solid Waste and Recycling Services In An Amount Not To Exceed \$15,007,943.00 Annually, For A Total Five-Year Contract Amount Not To Exceed \$68,602,936.00.**

**\*13.**

Consider Authorizing The City Manager To Enter Into An Agreement For The Purchase And Installation Of Cardio Equipment And Weight Equipment From Comm-Fit For The Crosby Recreation Center, Rosemeade Recreation Center, And Senior Center Through An Inter-Local Agreement With Buy-Board In An Amount Not To Exceed \$269,295.22.

**\*14.**

Consider Authorizing The City Manager To Enter Into An Agreement With Andrews Building Services, LLC Pursuant To RFP #25-009 For Citywide Janitorial Services In An Amount Not To Exceed \$764,831.00 For The First Year And For An 8-Year Total Amount Not To Exceed \$6,773,735.00.

**\*15.**

Consider Authorizing The City Manager To Approve A Contract With JonesCo General Contractors, LLC For The Detention Center Renovations Project In An Amount Not To Exceed \$2,736,523.00.

## **ORDINANCES**

**\*16.**

Consider An Ordinance Amending Title V, Chapter 50 Solid Waste And Recycling Of The City Of Carrollton Code Of Ordinances By Adopting Revisions Related To Solid Waste And Recycling Collection Services; Providing For Penalty.

## **RESOLUTIONS**

**\*17.**

Consider A Resolution Accepting The Investment Officer's Quarterly Report For Third Quarter Ended June 30, 2025.

**\*18.**

Consider A Resolution Authorizing The City Manager To Negotiate And Execute An Economic Development Incentive Agreement With UEP, Inc. Establishing A Program Of Grants To The Company For Its Expansion At 2323 McDaniel Drive, In Amounts Equal To Fifty Percent (50%) Of Taxes Paid To The City On The Assessed New Value Of Real Property And Business And Personal Property For A Maximum Term Of Two (2) Five (5) Year Terms, Not To Exceed Seven Hundred Ninety-Eight Thousand And Five Hundred Four Dollars (\$798,504) In Phase 1 And Not To Exceed Four Hundred Thirty-Three Thousand And One Hundred Ninety-Nine Dollars (\$433,199) In Phase 2.

- \*19.** Consider A Resolution Authorizing The City Manager To Negotiate And Execute An Economic Development Incentive Agreement With AER Manufacturing, LP Establishing A Program Of Grants To The Company For Its Expansion At 3405 Wiley Post Road, In Amounts Equal To Fifty Percent (50%) Of Taxes Paid To The City On The Assessed New Value Of Real Property And Business And Personal Property For A Maximum Term Of Five (5) Years, For A Total Incentive Amount Not To Exceed Dollars \$277,663.
- \*20.** Consider A Resolution Of The City Council Of The City Of Carrollton, Texas Suspending The September 17, 2025 Effective Date Of Coserv Gas, Ltd. To Implement Interim Grip Rate Adjustments For Gas Utility Investment In 2024 To Permit The City Time To Study The Request And Take Appropriate Action; Finding That The Meeting At Which This Resolution Is Passed Is Open To The Public As Required By Law; And Requiring Notice Of This Resolution To The Company And The City's Legal Counsel.

## **PUBLIC FORUM**

- 21.** 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.
- 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.

**ADJOURNMENT**

*CERTIFICATE - I certify that the above agenda giving notice of meeting was posted on the bulletin board at the City Hall of Carrollton, Texas on the 15th day of August 2025 at 12:00pm.*

*Chloe Sawatzky*

*Chloe Sawatzky, City Secretary*

*This building is wheelchair accessible. For accommodations or sign interpretive services, please contact City Secretary's Office at least 72 hours in advance at 972-466-3001. Opportunities and services are offered by the City of Carrollton without regard to race, color, age, national origin, religion, sex or disability.*

*Pursuant to Section 551.071 of the Texas Government Code, the City Council reserves the right to consult in a closed meeting with its attorney and to receive legal advice regarding any item listed on this agenda. Further, the Texas Open Meetings Act, codified in Chapter 551 of the Texas Government Code, does not require an agenda posting where there is a gathering of a quorum of the City Council at a regional, state or national convention or workshop, social function, convention, workshop, ceremonial event or press conference. The City Secretary's Office may occasionally post agendas for social functions, conventions, workshops, ceremonial events or press conference; however, there is no legal requirement to do so and in the event a social function, convention, workshop, ceremonial event or press conference is not posted by the City Secretary's Office, nothing shall preclude a quorum of the City Council from gathering as long as "deliberations" within the meaning of the Texas Open Meetings Act do not occur.*

*FIREARMS PROHIBITED at City Council meetings pursuant to Texas Penal Code Sections 46.035(c) and 30.05.*



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 2a

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**Agenda Date:** 3/2/2021

**Version:** 1

**Status:** Pre-meeting

**In Control:** City Council

**File Type:**  
Contracts/Agreements

**Agenda Number:** 1.

Receive **information and discuss Agenda.**



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 5215

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**Agenda Date:**

**Version:** 1

**Status:** Executive session

**In Control:** City Council

**File Type:** Procedural Item

**Agenda Number:** 2.

Council will convene in **Executive Session** 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.
  - Annual review of the City Manager.





# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 5218

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**Agenda Date:**

**Version:** 1

**Status:** Executive session

**In Control:** City Council

**File Type:** Procedural Item

**Agenda Number:** 3.

Council will reconvene in open session to consider action, if any, on matters discussed in the Executive Session.



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

**File Number: 7334**

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**Agenda Date:** 8/19/2025

**Version:** 1

**Status:** Work Session

**In Control:** City Council

**File Type:** Work Session Item

**Agenda Number:** 4.

**CC MEETING: August 19, 2025**

**DATE:** August 12, 2025

**TO:** Erin Rinehart, City Manager

**FROM:** Jonathan Wheat, P.E., Engineering Director  
Shannon Hicks, P.E., Assistant City Manager

Discuss **Fiscal Year 2026 Capital Improvements Plan Advisory Committee (CIPAC) Capital Project Recommendations.**

**BACKGROUND:**

Mr. Karim Ali, Chairman of CIPAC, will present the Fiscal Year 2026 capital project recommendations from CIPAC.



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 7335

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**Agenda Date:** 8/19/2025

**Version:** 1

**Status:** Work Session

**In Control:** City Council

**File Type:** Work Session Item

**Agenda Number:** 5.

**CC MEETING: August 19, 2025**

**DATE:** August 7, 2025

**TO:** Erin Rinehart, City Manager

**FROM:** Melissa Everett, Finance Director  
Chrystal Davis, Assistant City Manager

Discuss **Fiscal Year 2026 Funding Recommendations Of The Community Service Committee.**

### **BACKGROUND:**

The Community Service Committee reviewed applications for Community Service and Event Funding options which are to be included in the Fiscal Year 2026 Adopted Budget. Councilmember Nancy Cline will provide an overview of the funding recommendations.



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 7336

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**Agenda Date:** 8/19/2025

**Version:** 1

**Status:** Work Session

**In Control:** City Council

**File Type:** Work Session Item

**Agenda Number:** 6.

**CC MEETING: August 19, 2025**

**DATE:** August 7, 2025

**TO:** Erin Rinehart, City Manager

**FROM:** Diana Vaughn, Chief Financial Officer  
Chrystal Davis, Assistant City Manager

Discuss **Fiscal Year 2026 Proposed Budget, Tax Rate And Fee Changes.**

### **BACKGROUND:**

The Fiscal Year 2026 Proposed Budget was distributed to the City Council on July 31, 2025. On August 5, 2025, a City Council work session was held to provide Council a briefing on the Proposed Budget and set the Proposed Tax Rate. The August 19, 2025 work session is to provide an opportunity for Council to deliberate on the Proposed Budget and provide staff with feedback on any desired changes. Additionally, Council will also have an opportunity to deliberate changes to fees and the proposed Tax Rate.

### **STAFF RECOMMENDATION/ACTION DESIRED:**

Deliberate and provide direction on desired changes to the Fiscal Year 2026 Proposed Budget and Proposed Tax Rate.



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 5231

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**Agenda Date:**

**Version:** 1

**Status:** Work Session

**In Control:** City Council

**File Type:** Work Session Item

**Agenda Number:** 7.

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



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

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**Agenda Date:**

**Version:** 1

**Status:** Public Forum

**In Control:** City Council

**File Type:** Public Forum

**Agenda Number:** 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.



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo File Number: 7341

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**Agenda Date:** 8/19/2025

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Minutes

**Agenda Number:** \*9.

**CC MEETING:** August 19, 2025

**DATE:** August 13, 2025

**TO:** Erin Rinehart, City Manager

**FROM:** Chloe Sawatzky, City Secretary

Consider **Approval Of The July 22, 2025 Regular Meeting Minutes.**

**CARROLLTON CITY COUNCIL  
REGULAR MEETING AND WORKSESSION  
JULY 22, 2025**

The City Council of the City of Carrollton, Texas convened in a Regular Meeting and Worksession on Tuesday, July 22, 2025 at 6:00 p.m. with the following members present: Mayor Steve Babick, Mayor Pro Tem Christopher Axberg, Deputy Mayor Pro Tem Daisy Palomo, Councilmembers Richard Fleming, Nancy Cline, Jason Carpenter, Andrew Palacios, 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.

**6:00 P.M. – COUNCIL BRIEFING ROOM**

**\*\*\*PRE-MEETING / EXECUTIVE SESSION \*\*\***

Mayor Babick called the meeting to order at 6:00 p.m.

**1. Receive information and discuss Agenda.**

Agenda items were reviewed. Staff responded to Council's questions.

**2. Council will convene into Executive Session 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.

**3. Council will reconvene in Open Session to consider action, if any, on matters discussed in the Executive Session.**

*Executive Session was not convened.*

**\*\*\*WORKSESSION\*\*\***

**4. Receive Update On DART Silver Line.**

Dee Leggett, Chief Development Officer for the DART Silver Line rail project, provided an update on the following aspects of the Silver Line project:

- Service area map
- Cotton Belt Trail Corridor map
- Project milestones and completions
- Luna Road crossing
- Downtown Carrollton Station/Depot
- Josey Lane bridge
- Equipment Maintenance Facility (Plano)
- Silver Line Vehicles
- Operating Plan- pending DART Board approval
- Station parking



Ms. Leggett stated that testing is ongoing for the completed sections of the rail and noted that the train horns are still in use until the quiet zones are designed and constructed. The Silver Line is expected to be in operation in the first quarter of Fiscal Year 2026.

**5. Discuss Policy Considerations To Regulate Short Term Rentals.**

Cory Heiple, Environmental Services Director, provided a brief background on Carrollton's short term rental (STR) ordinance, stating it became effective January 1, 2024. He advised that at Council's request, staff has prepared some options for Council discussion. Work sessions will be scheduled after the budget process is completed, with the first planned for the second Council meeting in September. The following eight (8) potential regulatory topics were provided for possible inclusion in future work session discussions:

- 1) Child Safety Zones
- 2) Density/Caps
- 3) Use – Commercial vs. Residential (Special Events i.e., weddings)
- 4) Notification (continue the Special Use Permit process; STR notification)
- 5) Trafficking prevention
- 6) Zoning restrictions
- 7) Review current restrictions
- 8) Approval process

Mayor Babick stated he is in favor of striking No. 3 and asked staff to bring information to the Council related to what other cities are doing in regard to the remaining subjects. Discussion among Council included adding enforcement to the list for discussion, and to possibly add prohibiting STRs altogether.

Mr. Heiple added that three work sessions are planned regarding STRs. Ordinance revisions, if any, will be brought to Council for consideration in December.

**6. Discuss Scholarship For The Leadership Metrocrest Program.**

Mayor Babick stated the Council has two potential slots at the Leadership Metrocrest Program. He advised that Councilmember Rowena Watters would like to attend. Other candidates considered were interested board members. The Mayor polled the Council and Annette Reese was selected to fill the second slot in the program.

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

Council reviewed their recent activities and upcoming events.

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

Mayor Babick called the Regular meeting to order at 7:10 p.m.

**INVOCATION** – Councilmember Richard Fleming

**PLEDGE OF ALLEGIANCE** – Mayor Pro Tem Christopher Axberg

**PRESENTATIONS**

8. Present **The Linda Keithley Award For Women In Public Management To City Manager Erin Rinehart.**

Mayor Babick stated that the Linda Keithley Award for Women in Public Management was established by the North Central Texas Council of Governments in 1986. This annual award recognizes an outstanding woman in public management from the North Central Texas region who best exemplifies the standards of a dedicated public servant, in service to the public management profession and in service to the community. Mayor Babick presented the 2025 award to Carrollton City Manager Erin Rinehart.

**PUBLIC COMMENT**

9. **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.**

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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 Palacios moved to approve Consent Agenda Items 10-24 (11 as amended); second by Deputy Mayor Pro Tem Palomo. The motion was approved with a unanimous 7-0 vote.**

**MINUTES**

- \*10. Consider **Approval Of The March 11, 2025 Special Council Training Minutes.**
- \*11. Consider **Approval Of The May 8, 2025 Special Council Meeting Minutes.**
- \*12. Consider **Approval Of The July 8, 2025 Regular Meeting Minutes.**

**BIDS & PURCHASES**

- \*13. Consider Authorizing The City Manager To Reject All Proposals Received For RFP #25-027 Headless CMS-Mobile App Development Project.**

**CONTRACTS & AGREEMENTS**

- \*14. Consider Authorizing the City Manager To Enter Into An Agreement With Cotton Global Disaster Solutions Through The Omnia Purchasing Cooperative For Restroom Renovations At Fire Station No. 7 In An Amount Not To Exceed \$197,500.00.**
- \*15. Consider Authorizing The City Manager To Execute An Agreement With Stalker Radar/Applied Concepts Inc. For The Purchase Of Nine Additional Traffic Radars Through An Interlocal Agreement With The BuyBoard Purchasing Cooperative In An Amount Not To Exceed \$34,635, For a Total Amount Not To Exceed \$86,123.**
- \*16. Consider Approval Of An Amendment To The Agreement With Digital Realty For Additional Cross Connects At The Remote Data Center, Increasing The Total Compensation By \$11,000 For A New Annual Total Amount Not To Exceed \$65,000.00.**
- \*17. Consider Authorizing The City Manager To Enter Into An Agreement With CTG, Through TIPS Purchasing Cooperative Contract, For The Purchase of Labor and Materials For The Lower-Level Remodel At City Hall In An Amount Not To Exceed \$ 81,000.00.**

**ORDINANCES**

- \*18. Consider An Ordinance Acknowledging Receipt Of The Carrollton Castle Hills Public Improvement District No. 1 Annual Service Plan Update.**
- \*19. Consider An Ordinance Acknowledging Receipt Of The Carrollton Castle Hills Public Improvement District No. 2 Annual Service Plan Update.**
- \*20. Consider An Ordinance Amending Chapter 73 Schedule I Section (A)(1) Of The City Of Carrollton Code Of Ordinances To Establish 20 Mph Speed Limit Zones For McCoy Road, North Surrey Drive, Old Mill Road, Paxton Drive, Pearl Street, Peters Colony Road, Raintree Drive, Raleigh Drive, Rosemeade Parkway, Scott Mill Road, Spring Avenue, Stonecreek Drive, Study Lane, and Willowgate Lane.**

**RESOLUTIONS**

- \*21. Consider A Resolution Authorizing The City Manager To Negotiate And Execute An Economic Development Incentive Agreement With Reynolds Presto Products Inc., Establishing A Program Of Grants To The Company For Its Expansion At 2625 E. Beltline Road, In Amounts Equal To Fifty Percent (50%) Of Taxes Paid To The City On The Assessed New Value Of Real Property And Business And Personal Property For A Maximum Term Of Five (5) Years, For A Total Incentive Amount Not To Exceed \$342,710.**

- \*22. Consider A Resolution Authorizing The City Manager To Enter Into An Engineering Cost Reimbursement Agreement With Dallas, Garland & Northeastern Railroad, Inc. (DGNO) For Signal Design Services To Establish A Quiet Zone In Downtown Carrollton, In An Amount Not To Exceed \$210,463.00.**
- \*23. Consider A Resolution Authorizing The City Manager To Negotiate And Execute A Contract Amendment With Bridgefarmer & Associates, Inc. For Signal Design Services To Establish A Quiet Zone In Downtown Carrollton, In An Amount Not To Exceed \$40,000.00, For A Revised Total Amount Not To Exceed \$615,000.00.**
- \*24. Consider A Resolution Of The City Council Of The City Of Carrollton, Texas Authorizing The City Manager To Negotiate And Execute All Necessary Documents For The Acquisition Of Approximately 2,176 Square Feet As Public Hike And Bike Trail Easements At 1100 West Belt Line Rd, Carrollton, Dallas County, Texas, And 1020 North Broadway St, Carrollton, Dallas County, Texas For The Silver Line Trail Project In An Amount Not To Exceed \$81,660.00; And Providing An Effective Date.**

## **PUBLIC FORUM**

- 25. 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.

Belva Lowry, 3200 Squireswood: Spoke regarding her experience participating in the Citizens Government Academy.

Kenn Lee, 1300 W. Branch Hollow Dr.: Spoke regarding “DATA” (Dallas Area Transit Alliance) and encouraged the city to participate in talks with DART regarding funding.

David Yaqubian, 609 W. Springdale Ln.: Spoke regarding DATA.

Terrance Vidovich, (no address given): Spoke with concerns on several subjects.

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

**ADJOURNMENT** - Mayor Babick adjourned the meeting at 7:31 p.m.

**ATTEST:**

\_\_\_\_\_  
Chloe Sawatzky, City Secretary

\_\_\_\_\_  
Steve Babick, Mayor



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 7340

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**Agenda Date:** 8/19/2025

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Minutes

**Agenda Number:** \*10.

**CC MEETING:** August 19, 2025

**DATE:** August 13, 2025

**TO:** Erin Rinehart, City Manager

**FROM:** Chloe Sawatzky, City Secretary

Consider **Approval Of The July 25-26, 2025 Strategic Retreat Minutes.**

**CARROLLTON CITY COUNCIL  
SPECIAL PLANNING SESSION  
JULY 25-26, 2025**

The City Council of the City of Carrollton, Texas convened in a Special Planning Session on Friday, July 25 and Saturday, July 26, 2025 with the following members present: Mayor Steve Babick, Mayor Pro Tem Christopher Axberg, Deputy Mayor Pro Tem Daisy Palomo, Councilmembers Richard Fleming, Nancy Cline, Jason Carpenter, Andrew Palacios, 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.

**FRIDAY, JULY 25, 2025  
9:00 A.M. – CROSBY RECREATION CENTER – TRINITY ROOM**

**1. Receive Information And Discuss Agenda.**

Mayor Babick called the meeting to order and welcomed all attendees.

**2. Receive Staff Update On 2024-2025 Accomplishments.**

City Manager Erin Rinehart presented a comprehensive summary of departmental accomplishments, highlighting a 29-page report. The Mayor and City Council expressed appreciation for the work completed, offering positive feedback and individual remarks.

**3. Receive Presentation On Departmental Strategic Goals And Performance.**

Krystle Boise, Strategic Services Director, reviewed the City's strategic planning platform, Cascade, and provided an overview of strategic business plans and progress related to managed competition. Councilmember Fleming inquired about how the effectiveness of these efforts is being measured.

**4. Receive Update On Budget Forecast.**

Chief Financial Officer Diana Vaughn presented the City's budget outlook, reviewing current and projected financial trends.

**5. Receive Presentation On Addition To Base Requests From Various Departments.**

An infrastructure update was given, showcasing the current state of streets and alleys throughout the City.

Staff presented Addition To Base (ATB) requests. Councilmembers engaged with questions throughout the discussion.

During the Parks Department ATB presentation, an update on the Parks Amenity Fund was given, and there was specific discussion around the TC Rice site.

**6. Receive Update On 2026 Bond Election.**

CFO Diana Vaughn provided an update on the planning and timelines for the upcoming 2026 bond election.

**7. Receive Development Updates.**

Ravi Shah, Executive Director of Development, presented current and upcoming development projects across the City, highlighting progress and opportunities in various districts.

**8. Receive Presentation On 2040 Vision Plan And Discuss.**

This item was moved to Saturday.

**9. Discuss Public Forum.**

City Attorney Meredith Ladd led a discussion on public forum practices and the legal framework for managing public speaking during Council meetings. It was emphasized that the City has no intent to limit public participation, and the discussion centered on maintaining professionalism and decorum, as Council meetings are considered official business sessions.

The meeting adjourned at approximately 5:00pm following the final discussion. Day 2 resumed on Saturday with the remaining agenda items.

**ADJOURNMENT** – Mayor Babick convened the meeting at approximately 5:00pm.

**SATURDAY, JULY 26, 2025**

**8:30A.M. – CROSBY RECREATION CENTER – TRINITY ROOM**

**1. Receive Information And Discuss Previous Day's Results.**

Facilitator Patrick Ibarra with the Mejorando Group welcomed everyone and reflected on the importance of the previous day's discussions. He provided an overview of the day's agenda and encouraged continued strategic dialogue.

Chloe Sawatzky, City Secretary, presented the 2040 Vision Plan, which was developed through extensive community engagement and citizen feedback. The plan outlines long-term strategic initiatives for the next 15 years. It was noted that the Vision Plan will be formally presented for City Council consideration at the next regular Council meeting.

**2. Discuss Trends Impacting Roles of Government.**



Patrick Ibarra led a group discussion on major trends shaping the evolving role of local government. Topics included artificial intelligence (AI), cost of living, job market diversification, housing trends, shifts in the business landscape, and the role of public education. Council discussed how these trends may influence policy, planning, and service delivery in the coming years.

### **3. Discuss Council's Goals And Vision.**

The Council reaffirmed its overarching goals and vision, emphasizing the importance of continuity and alignment with community values. The conversation served to solidify shared direction among Council members moving forward.

### **4. Discuss Council Initiatives Relating To Citywide Vision And Planning Strategies.**

Each Councilmember shared individual priorities and areas of interest:

- Mayor Pro Tem Axberg expressed interest in the City's strategic use of AI.
- Deputy Mayor Pro Tem Palomo emphasized the importance of celebrating Hispanic Heritage Month.
- Councilmember Fleming discussed honoring the legacy of the historic Black cemetery.
- Councilmember Watters expressed a desire for increased engagement with small businesses.
- Councilmember Carpenter reaffirmed a strong focus on economic development.
- Councilmember Cline raised interest in the DART-owned train depot and concerns about drainage infrastructure.
- Councilmember Palacios emphasized the importance of continuing intentional master planning, innovation in core services, and a focus on public safety.

Councilmembers engaged in an open discussion around these initiatives. Mayor Babick voiced an interest in reviewing previously established Council priorities to assess their current relevance and applicability.

### **5. Review Next Steps And Share Final Thoughts.**

Councilmembers provided positive feedback on the overall retreat experience, noting the productivity of the discussions and the value of taking time to reflect on both challenges and opportunities facing the City.

**ADJOURNMENT** – Mayor Babick adjourned the meeting at approximately 12:00pm.

**ATTEST:**

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Chloe Sawatzky, City Secretary

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Steve Babick, Mayor



## Agenda Memo

File Number: 7338

**Agenda Date:** 8/19/2025

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Bid/Purchases

**Agenda Number:** \*11.

**CC MEETING: August 19, 2025**

**DATE:** August 12, 2025

**TO:** Erin Rinehart, City Manager

**FROM:** Jonathan Scheu, Director - Library  
Chrystal Davis, ACM - Culture, Leisure & Support Services

Consider **Approval Of The Purchase And Installation Of New Service Desks And Cabinets At The Hebron and Josey Library From My Unique Office Through The Buy-Board Purchasing Cooperative In An Amount Not To Exceed \$126,996.00.**

### BACKGROUND:

As part of the FY 2023 budget, City Council approved funding for the relocation of the service desk at the Hebron and Josey Library. The project is designed to improve visibility, customer service flow, and staff workspace efficiency by moving the primary desk location closer to the library entrance. Design work was completed in March 2025, and a general contractor was awarded by City Council on June 17, 2025.

This agenda item provides for the purchase of two custom-built service desks and accompanying cabinetry, which are necessary to complete the buildout of the new service point. The custom furniture is designed to fit the unique layout of the space and to support the library's current and future service model.

### FINANCIAL IMPLICATIONS:

This custom furniture will be purchased from budgeted funds for the cost center and amount as listed below. A 10% contingency is included.

<u>COST CENTER</u>	<u>LINE ITEM</u>	<u>BUDGET AMOUNT</u>
854101	123190199	\$126,996.00

### IMPACT ON COMMUNITY SUSTAINABILITY:

This project supports and aligns with the City Council's goals and objectives to foster a welcoming

environment for businesses and residents.

**STAFF RECOMMENDATION/ACTION DESIRED:**

Staff recommends City Council approve the purchase and installation of custom service desks and cabinets at the Hebron and Josey Library from My Unique Office through BuyBoard Purchasing Cooperative in an amount not to exceed \$126,996.00.



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 7327

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**Agenda Date:** 8/19/2025

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:**  
Contracts/Agreements

**Agenda Number:** \*12.

**CC MEETING:** August 19, 2025

**DATE:** August 6, 2025

**TO:** Erin Rinehart, City Manager

**FROM:** Diana Vaughn, Chief Financial Officer  
Chrystal Davis, Assistant City Manager

Consider **Authorizing The City Manager To Enter Into An Agreement With Republic Services, Inc. Pursuant To RFP #25-002 For Solid Waste and Recycling Services In An Amount Not To Exceed \$15,007,943.00 Annually, For A Total Five-Year Contract Amount Not To Exceed \$68,602,936.00.**

### **BACKGROUND:**

The City of Carrollton currently services approximately 35,000 single and 100 multi-family customers for trash and recycling services. The current contract is ending, and the City underwent a lengthy process to identify service updates needed for a new agreement. At the end of 2024 the City benchmarked services from neighboring cities, created a committee of citizen representatives and Council members to provide feedback on the services to procure with a new contract, and issued a request for information (RFI) to gather details from solid waste and recycling providers on current market offerings they can provide. The result was a scope of services that addressed existing needs while balancing the cost to residents.

On March 24, 2025, the City issued request for proposal (RFP) 25-002 for Solid Waste and Recycling Services. Notifications were posted online and previous and interested vendors were contacted. Four vendors submitted responses. The submissions were reviewed based on criteria related to cost of services, resources and equipment, financial stability, workplans, and prior experience in providing solid waste and recycling services. Republic Services, Inc. was deemed to provide solid waste and recycling services at the best value and met the required qualifications to provide these services to the City of Carrollton.

The expected contract with Republic Services, Inc. will include weekly residential solid waste collection, apartment solid waste collection, bi-weekly residential recycling services, apartment

complex recycling services, weekly bulk and brush collection based on defined parameters, enhanced communication initiatives that will have a positive impact on the community and assisting with alternate services and programs requested as part of the service identification process. The expected contract with Republic Services, Inc. will begin October 1, 2025.

**FINANCIAL IMPLICATIONS:**

The Solid Waste function is managed as an enterprise fund, and the City will adopt new solid waste service rates through the budget process that are consistent with this contract. Costs incurred for trash and recycling services will be covered with solid waste fees in accordance with the City's annual budget ordinance and adopted financial policies. The Annual Not-to-Exceed amount has been set for the highest anticipated single year, year 5, of the contract, while the total expenditure includes the estimated cost for all 5 years.

Year 1	\$12,494,555
Year 2	\$13,077,699
Year 3	\$13,689,934
Year 4	\$14,332,805
Year 5	\$15,007,943
Total	\$68,602,936

**IMPACT ON COMMUNITY SUSTAINABILITY:**

This project supports and aligns with the City Council's goals and objectives of improving accessibility to the services we provide.

**STAFF RECOMMENDATION/ACTION DESIRED:**

Staff recommends that City Council authorize the City Manager to enter into an agreement with Republic Services, Inc. pursuant to RFP #25-002 for Solid Waste and Recycling Services in an amount not to exceed \$15,007,943.00 annually, for a total five-year contract amount not to exceed \$68,602,936.00.



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 7329

**Agenda Date:** 8/19/2025

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:**  
Contracts/Agreements

**Agenda Number:** \*13.

**CC MEETING: August 19, 2025**

**DATE:** July 30, 2025

**TO:** Erin Rinehart, City Manager

**FROM:** Heather Smith, Recreation Manager  
Chrystal Davis, ACM - Culture, Leisure & Support Services

**Consider Authorizing The City Manager To Enter Into An Agreement For The Purchase And Installation Of Cardio Equipment And Weight Equipment From Comm-Fit For The Crosby Recreation Center, Rosemeade Recreation Center, And Senior Center Through An Inter-Local Agreement With Buy-Board In An Amount Not To Exceed \$269,295.22.**

### **BACKGROUND:**

Staff is seeking approval to replace aging cardio equipment and add new strength equipment at three City recreation facilities. This includes replacing 12 pieces at Crosby Recreation Center, 21 at the Senior Center, and 4 at Rosemeade Recreation Center, along with the addition of 4 new weight machines: an Ab/Back machine, a Biceps/Triceps machine, a rower, and a Versaclimber. The updated cardio inventory will include treadmills, ellipticals, recumbent bikes, and upright bike.

The current equipment has exceeded its useful life, with warranties expired and increasing patron demand. Staff has selected True Fitness, a brand well received by members and currently in use across facilities. The equipment will be purchased through Comm-Fit, the North Texas vendor for True Fitness and an approved BuyBoard vendor.

### **FINANCIAL IMPLICATIONS:**

The equipment and installation will be funded out of the Equipment Replacement Fund which is made up of revenues from the memberships at Recreation Centers for replacement of equipment. A 10% contingency was added.

Comm-Fit is part of the Buy Board Cooperative and old equipment will be sold to Comm-Fit to offset cost to the new equipment.

**STAFF RECOMMENDATION/ACTION DESIRED:**

Staff recommends approval of the purchase and installation of 37 pieces of cardio equipment and 4 pieces of strength equipment for the Crosby, Rosemeade, and Senior Recreation Centers from Comm-Fit in an amount not to exceed \$269,295.22.



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 7330

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**Agenda Date:** 8/19/2025

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Bid/Purchases

**Agenda Number:** \*14.

**CC MEETING:** August 19, 2025

**DATE:** August 5, 2025

**TO:** Erin Rinehart, City Manager

**FROM:** Dwayne Bianco, Director of Fleet and Facilities  
Shannon Hicks, Assistant City Manager

Consider **Authorizing The City Manager To Enter Into An Agreement With Andrews Building Services, LLC Pursuant To RFP #25-009 For Citywide Janitorial Services In An Amount Not To Exceed \$764,831.00 For The First Year And For An 8-Year Total Amount Not To Exceed \$6,773,735.00.**

### **BACKGROUND:**

This agreement is to provide janitorial and related cleaning services for approximately nineteen (19) City facilities, representing approximately 355,006 square feet of space. The selected vendor, Andrews Building Services, LLC will provide all labor, supplies and materials, equipment, tools, as well as plan, manage, schedule, coordinate, and ensure effective delivery of all services within the performance-based framework of the agreement.

In late 2024, Facilities staff hired Core Management Services, LLC ("Core") to assist with development of a new, janitorial services bid. Core toured each facility, established a baseline of cleaning standards that are in-line with our current services, and met with department stakeholders including Facilities, Recreation, Library Services, PD, Animal Services, and Public Works, to identify a needs list for future services. Core incorporated that analysis and benchmarked the feedback into a detailed cleaning plan for each facility that was broken down into industry standard daily, weekly and monthly services and a la carte services that departments can opt into at their own cost.

On May 6, 2025, the City issued RFP #25-009 for Citywide Janitorial Services using the updated scope of work and service requests. Notifications were posted online, previous and interested vendors were contacted and advertisements placed in the Dallas Morning News. Eleven (11) vendors submitted responses.



An evaluation committee comprised of department stakeholders, including Facilities, Parks, Public Works, Police, and representatives from City Hall, reviewed the submissions on criteria related to experience, operational planning and pricing. Four (4) vendors were selected for in-person interviews, where the evaluation committee was able to ask additional questions and gain additional information on the potential management of this contract. Following the interviews, Andrews Building Services, LLC was selected as the new vendor for the City.

The award will be for a four-year initial term starting October 1, 2025. The award also includes two additional two-year renewal options, if mutually agreed upon by the City and the vendors, for a potential eight-year total contract not to exceed \$6,773,735.00. The total contract amount includes 10% contingency for the a la carte services and yearly 3% price escalators over the potential eight-year term.

**FINANCIAL IMPLICATIONS:**

The cost of the standard daily, weekly and monthly cleaning services will be paid out of 161001-Facility Services. Additional services will be paid for by the departments out of various accounts.

**IMPACT ON COMMUNITY SUSTAINABILITY:**

This project supports and aligns with the City Council's goals and objectives to manage infrastructure with fiduciary care.

**STAFF RECOMMENDATION/ACTION DESIRED:**

Staff recommends City Council authorize the City Manager to enter into an agreement with Andrews Building Services, LLC pursuant to RFP #25-009 for Citywide Janitorial Services in an amount not to exceed \$764,831.00 for the first year and for an eight-year total amount not to exceed \$6,773,735.00.

## Supplier Scoring Summary

## RFP #25-009 Addendum 2 - Citywide Janitorial Services - Interviews

Supplier			Standard Criteria							
	Rank	Score	Professionalism and Eng	Company Overview/Ove	Staffing Approach	Management Plan	Hiring and Retention	Training	Transition Plan	Innovation
		100	7.50	7.50	20.00	20.00	15.00	10.00	10.00	10.00
Andrews Building Service, Inc	1	65.39	5.00	4.83	12.89	13.33	10.67	5.11	7.56	6.00
UBM Enterprise, Inc.	2	64.83	5.00	4.83	12.89	12.89	10.33	6.89	6.44	5.56
Unicare Building Maintenance,	3	60.39	4.67	4.83	9.78	11.11	9.33	6.89	6.89	6.89
CTJ Maintenance Inc.	4	57.33	3.50	4.17	11.56	11.56	9.67	4.67	6.00	6.22
		61.99	4.54	4.67	11.78	12.22	10.00	5.89	6.72	6.17



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 7333

**Agenda Date:** 8/19/2025

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:**  
Contracts/Agreements

**Agenda Number:** \*15.

**CC MEETING: August 19, 2025**

**DATE:** August 12, 2025

**TO:** Erin Rinehart, City Manager

**FROM:** Jonathan Wheat, P.E., Director of Engineering  
Shannon Hicks, P.E., Assistant City Manager

**Consider Authorizing The City Manager To Approve A Contract With JonesCo General Contractors, LLC For The Detention Center Renovations Project In An Amount Not To Exceed \$2,736,523.00.**

### **BACKGROUND:**

As part of an ongoing effort to maintain the Police Department and Detention Center facilities, City staff have advanced a consolidated project to upgrade the analog access control system to a fully digital system and replace the paving and install a gate at the sallyport driveway for added security. Improvements from this project will include modifications to various areas, such as the intake/booking areas, to improve function, capacity, and safety of the facility, new millwork in the central control, intake, and fingerprint areas, a window to the supervisor's office facing the corridor, and adjustment of HVAC registers to accommodate a new ceiling grid and lighting in the modified areas.

Construction will occur in one phase, and the Detention Center will remain open during construction. The Contractor will coordinate with Detention Center Staff to maintain security during the renovations. While an actual schedule will be developed once all contracts are secured, construction duration is estimated to be complete in eight months.

The Architect's opinion of probable cost for work covered by this contract phase was estimated at \$1,944,377.00. As outlined below, the actual lowest qualified proposal is approximately 28% above the architect's estimate, but remains below the overall budget of \$5.6 million.

### **FINANCIAL IMPLICATIONS:**

Construction services for this project have been selected through Engineering Bid Number 2025-05 utilizing the Competitively Sealed Proposals (CSP) process in accordance with State Law. The City

evaluated and ranked each proposed contractor based on the following selection criteria: 65% proposed price and 35% contractor qualifications. The City then selected the contractor that offered the best value as determined by the selection criteria and ranking evaluation.

Six (6) proposals were received on July 08, 2025.

Staff have reviewed the required contractor qualification packets and, after evaluating all selection criteria, determined that JonesCo General Contractors, LLC submitted the lowest qualified proposal in the amount of \$2,487,748.00. JonesCo General Contractors demonstrated the strongest overall qualifications among all proposers. The firm has an excellent reputation with Dallas County and a proven track record of successfully delivering multiple justice and detention center projects for the county. Based on a comprehensive evaluation of both price and qualifications, staff have concluded that JonesCo General Contractors, LLC is the most qualified contractor for this project and offers the best overall value to the City of Carrollton. Staff consider this firm to be the best value for the Detention Center Renovations project.

Funding is available from General Obligation bond funds.

Staff recommends the inclusion of a construction contingency. The construction contingency provides an expedient manner to accommodate unforeseen costs and minor additions in work common in all construction projects. Examples include unexpected conditions discovered during construction, and changes to design that were not possible during plan generation. All charges against contingency must be supported by detailed pricing information and approved by the City through a formal change order. However, having advanced Council authorization ensures that work progress is not impeded. Typical construction contingencies for a project of this magnitude range from 5-10% of the total contract amount. Staff recommend a 10% (original contract amount) contingency or \$248,775.00.

**IMPACT ON COMMUNITY SUSTAINABILITY:**

This project will contribute to community wellbeing by updating a key municipal facility to provide a better working and business environment for the Police Department and Detention Center and will provide for more cost-efficient digital-control safety components and an upgraded intake/booking area for city personnel located at the Detention Center.

**STAFF RECOMMENDATION/ACTION DESIRED:**

Staff recommends City Council authorize the City Manager to approve a construction contract with JonesCo General Contractors, LLC for the Detention Center Renovations project in an amount not to exceed \$2,736,523.00. (\$2,487,748 proposal and a \$248,775 (10%) construction contingency).

## LOCATION MAP







# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 7328

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**Agenda Date:** 8/19/2025

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Ordinances

**Agenda Number:** \*16.

**CC MEETING:** Aug 19, 2025

**DATE:** August 6, 2025

**TO:** Erin Rinehart, City Manager

**FROM:** Diana Vaughn, Chief Financial Officer  
Chrystal Davis, Assistant City Manager

Consider An **Ordinance Amending Title V, Chapter 50 Solid Waste And Recycling Of The City Of Carrollton Code Of Ordinances By Adopting Revisions Related To Solid Waste And Recycling Collection Services; Providing For Penalty.**

### **BACKGROUND:**

The proposed revisions to Chapter 50 of the City of Carrollton's Code of Ordinances builds on the changes approved by the Council February 18, 2025 to expand the allowable yard waste bag material from only brown paper kraft bags to any bag type, and to allow contractor generated waste that was generated on-site and falls within the volume limits set forth in the ordinance. These proposed amendments were reviewed and discussed during the Council work session on August 5, 2025.

### **FINANCIAL IMPLICATIONS:**

These changes will help optimize processes for both citizens and staff, and will bolster City Council's goal to provide more economical services. In the most recently negotiated Solid Waste contract, the hauler has agreed to collect bagged yard waste regardless of bag material for no additional cost. Paper kraft bags tend to be more expensive for the consumer and may be less readily accessible than plastic bags. Similarly, allowing for the collection of on-site contractor generated material where the work was performed at the residence will create a more clearly defined guideline for the customer, and streamline the process for enforcement.

### **STAFF RECOMMENDATION/ACTION DESIRED:**

Staff recommends Council adoption of the proposed amendments to Ch. 50 of the Code of Ordinances regulating solid waste and recycling.

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, AMENDING TITLE V, CHAPTER 50, SOLID WASTE AND RECYCLING; AND PROVIDING FOR PENALTY, SAVINGS, REPEALER AND SEVERABILITY CLAUSES; AND PROVIDING AN EFFECTIVE DATE OF OCTOBER 1, 2025.**

**WHEREAS**, the City of Carrollton, Texas ("City") is a Home Rule municipality possessing the full power of local self-government pursuant to Article 11, Section 5 of the Texas Constitution, Section 51.072 of the Texas Local Government Code and its Home Rule Charter; and

**WHEREAS**, Section 54.004 of the Texas Local Government Code provides that a Home Rule municipality may enforce ordinances necessary to protect health, life, and property and to preserve the good government, order, and security of the municipality and its inhabitants; and

**WHEREAS**, the City Council desires to amend an ordinance which regulates the removal of residential and commercial solid waste and recycling; and

**WHEREAS**, the City Council finds that it is necessary and proper for the good government, health, and safety of the City to adopt regulations relating to residential and commercial solid waste and recycling in order to provide sanitation, to reduce the risk of injury to its citizens, and to provide for a safe community experience by the public.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, THAT:**

**SECTION 1**

Chapter 50, Solid Waste and Recycling, of Title V, Public Works, of the Carrollton Code of Ordinances is amended to read as follows:

**"CHAPTER 50. SOLID WASTE AND RECYCLING**

Sec. 50.01. - Definitions.

For the purposes of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning:

*Ashes.* Residue from the burning of wood, coal, or combustible material.

*Brush.* Includes, but is not limited to, tree branches, bush branches, marsh plants such as cattails, tropical grasses such as bamboo, and all other similar plant life, twigs, and trimmings that are generally too large or otherwise impractical to place in the residential container.

*Bulk waste.* Large rubbish items including but not limited to household appliances, bicycles, furniture, rugs, mattresses, televisions, tree limbs, fence material, and other similar items.

*City Manager.* City Manager or his or her designee.

*Clean certificate.* Official documentation obtained from a licensed professional containing serial numbers or other identifying number and verification that all refrigerants, chlorinated fluorocarbons (CFC) or polychlorinated biphenyls (PCB) have been removed from the appliance and properly disposed.

*Commercial private hauler.* A person that hauls another's refuse for a fee.

*Container, approved.* Commercial container, residential containers, recycling containers, and bags for yard waste as defined herein.

*Container, commercial.* A metal or plastic receptacle for business refuse, also known as a dumpster, designed to be lifted and emptied mechanically.

*Container, recycling.* A plastic receptacle owned and furnished by the city for a resident to place recyclable materials for collection.

*Container, residential.* A plastic receptacle for residential refuse with two wheels and a lid, designed to be lifted and emptied mechanically. ~~Contractor. Any person or entity other than the property owner.~~

~~Contractor. Any person or entity other than the property owner.~~

*Garbage.* Putrescible animal and vegetable wastes resulting from handling, preparation, cooking, or consumption of food.

*Household hazardous waste.* Waste that is generated by a household that could pose a risk to human health or the environment due to ignitability, corrosivity, reactivity, or toxicity. Examples of household hazardous wastes are lead acid batteries, gasoline, degreasers, paints, pesticides, herbicides, fertilizers, pool chemicals, paint thinners, glues, cleaning products, radioactive or irradiated material, and pharmaceuticals.

*Off-site refuse.* Refuse generated from some location other than the collection location.

*Recyclable material.* A material that has been recovered or diverted from the nonhazardous wastestream for purposes of reuse, recycling, or reclamation, a substantial portion of which is consistently used in the manufacture of products that otherwise may be produced using raw or virgin materials. Recyclable material is not solid waste. However, recyclable material may become solid waste if it is disposed of in any manner other than recycling, as defined below.

*Recycling.* A process by which materials that have served their intended use or are scrapped, discarded, used, surplus, or obsolete are collected, separated, or processed and returned to use in the form of raw materials in the production of a new product.

*Refuse.* All putrescible and nonputrescible solid wastes, including garbage, rubbish, Yard Waste, and ashes.

*Resident.* A person who resides in the city.

*Residence.* Any building, or portion thereof, which is designed for use for residential purposes.



*Residential waste.* Includes bulk, brush, garbage, refuse, recycling, and other allowable waste as set forth in Chapter 50 of the Code of Ordinances, including waste placed in residential containers.

*Rubbish.* Nonputrescible solid waste, such as waste wood products, tree trimmings, grass cuttings, leaves, paper, discarded mattresses, wire, glass, and scraps of metal.

*Solid waste.* Garbage, rubbish, refuse, sludge from a wastewater treatment plant, water supply treatment plant, or air pollution control facility, and other discarded material, including solid, liquid, semi-solid, or contained gaseous material resulting from industrial, municipal, commercial, mining, and agricultural operations and from community and institution activities. The term does not include:

- (A+) Solid or dissolved material in domestic sewage or solid or dissolved materials in irrigation return flows or industrial discharges subject to regulation;
- (B2) Soil, dirt, rock, sand, and other natural or manmade inert solid materials used to fill land if the object of the fill is to make the land suitable for the construction of surface improvements;
- (C3) Waste materials that result from activities associated with the exploration, development, or production of oil or gas or geothermal resources and are subject to control by the Railroad Commission of Texas; or
- (D4) Household hazardous waste.

*Stone and Concrete material.* Any natural or man-made hard, solid, nonmetallic mineral matter like bricks, tile, rock, or concrete.

*Trash.* See "Rubbish."

*Yard waste.* Cut grass, leaves, small brush and tree trimmings that ~~can be~~ are bagged ~~in brown paper (kraft) bags.~~

Sec. 50.02. Deposit of garbage and refuse on property or rights-of-way.

It shall be unlawful for any person to place, throw, or otherwise deposit any garbage, refuse, rubbish, or yard waste on any lot or parcel of land or on any street, alley, sidewalk, or other place in the city, except in a can or receptacle meeting the requirements of this chapter.

Secs. 50.03—50.14. Reserved.

RESIDENTIAL COLLECTION

Sec. 50.15. Unlawful collection or removal of refuse or recyclable material—Residential.

It shall be unlawful for any person other than the city to collect or remove any refuse or recyclable material from any residence in the city. It is a defense to prosecution under this section if the person collected or removed refuse that the city does not collect or is prohibited by law to haul.

Sec. 50.16. Accumulation of refuse.

No owner, lessee, or occupant of any residence shall permit the accumulation of any refuse on his premises, except in approved containers.

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Sec. 50.17. Placing refuse in another's container.

A person commits an offense if he places refuse in any approved container which he neither is assigned, owns nor leases, when he does not have the permission of the owner or lessee of said container.

Sec. 50.18. Damage to city containers.

A person commits an offense if he damages any container used for refuse or recycling owned by the city. It is a defense to prosecution under this section that the damage resulted from normal wear and tear.

Sec. 50.19. Collection only from approved containers; automated and recycling.

- (A) The city will collect refuse from residences only in city-approved containers.
- (B) All residential refuse must be securely tied and bagged inside a residential container.
- (C) Lids to all residential containers shall be kept closed at all times unless being loaded or unloaded.
- (D) Waste placed outside or on top of a residential or recycling container will not be collected.
- (E) Maximum weight per each 95-gallon residential or recycling container shall be 85 pounds.
- (F) Residential customers may order additional residential containers for a minimum retention period of six months.
- (G) Exception: brush and bulk waste are not required to be placed in an approved container.

Sec. 50.20. Collection of yard waste.

The city will only collect yard waste that is bagged and placed in an approved residential container or ~~brown paper (kraft)~~ bag placed at the front curb adjacent to the residence of origin for collection or other approved location.

Sec. 50.21. Collection of bulk and brush waste.

- (A) Bulk waste shall be collected based on a schedule determined by the city.
- (B) Brush shall be cut to a length not to exceed 4 feet and must be placed at the front curb adjacent to the residence of origin in a total amount not to exceed three (3) cubic yards.
- (C) Bulk shall be placed in an amount not to exceed three (3) cubic yards.
- (D) Bulk and brush waste placed out for collection shall be placed in a manner that will not pose a risk to public health or a safety hazard, including but not limited to removing refrigerator doors and latches, securing doors with chain, wire or rope to prevent opening, or other method to remove hazards and allow safe manual collection.
- (E) Bulk waste shall be collected from the front curb adjacent to the residence of origin or other approved location and shall be placed in a manner that is free from overhead obstructions and at least three feet from city water and gas meters and other objects. Bulk waste will only be collected from a residence if generated by the occupant and placed appropriately in accordance with these guidelines.

- (F) The city will only collect appliances such as a freezer, refrigerator, water cooler, dehumidifier, air conditioner, or other similar appliance containing refrigerants that have received state-approved reclamation certification that all refrigerants have been removed and are marked in a manner approved by the city. The requirement for refrigerant removal is the sole responsibility of the owner and/or tenant placing the waste for collection. A handling fee and a premium service collection fee as set forth in Chapter 31 of this Code of Ordinances will be charged for the removal of each appliance that has an approved clean certificate.
- (G) Bulk waste shall be bagged, boxed, or otherwise contained where applicable before placing out for collection. Bulk waste must be sorted by type and stacked into neat, manageable piles for safe, manual collection by solid waste crews.
- (H) Motor vehicle tires, railroad ties, or stone or concrete material shall not be placed for collection with residential waste. Stone or concrete material may be delivered by the customer directly to the landfill.

Sec. 50.22. Refuse generated on-site.

- (A) The city will collect and accept only refuse that is generated on-site.
- (B) A person commits an offense if he places for collection refuse generated off-site.
- ~~(C) Refuse generated by work performed by a contractor must be removed and disposed of by the contractor.~~

Sec. 50.23. Flammable material.

A person commits an offense if he places hot ashes or any highly flammable or explosive material in any approved residential or recycling container.

Sec. 50.24. Placement and timing of residential waste for collection.

- (A) Residential waste shall be placed within three feet of the curb line or alley line, as designated by the city, and at least three feet from any structure including but not limited to: mailboxes, trees, gas meters, water meters, parked vehicles, screening walls and fences, or other similar structures.
- (B) Residential waste shall be placed in a manner to provide clear lateral access for a collection vehicle.
- (C) Residential waste shall not be placed so that it blocks or impedes a street, alley or alley right-of-way, a city water or gas meter, drainage ditch, sight triangle at an intersection, or sidewalk.
- (D) Residential waste shall be placed at the location designated by the city for collection not earlier than 6:00 p.m. of the evening before nor later than 6:30 a.m. of the residence's collection day.
- (E) Residential waste placed for collection in violation of this section will not be collected.
- (F) Residential waste, including bulk waste, shall be placed in a manner to provide at least 14 feet of overhead clearance.

Sec. 50.25. Removal of residential and recycling containers after collection.

- (A) Residential and recycling containers collected from the street shall be removed to a location behind the front building line and within five feet of the residence. If the residence does not have a side yard, residential and recycling containers collected from the street shall be removed to a location within five feet of the residence.
- (B) Residential and recycling containers collected from the alley shall be removed to a location on the residence behind the alley fence line. If the residence has no fence, residential and recycling containers collected from the alley shall be removed to a location no closer than five feet from the edge of the alley pavement. Residential and recycling containers collected from the alley shall be removed in such a manner so as to prevent the containers from rolling into the alley, spilling, or littering.
- (C) Residential and recycling containers shall be removed not later than 9:00 a.m. on the day following the residence's scheduled collection day.

Sec. 50.26. Collection.

Collection of residential waste shall be as set forth in a schedule designated by the city.

Sec. 50.27. Refuse and recyclables to be protected from the elements.

Refuse subject to being blown by winds shall be covered, tied, weighted, or appropriately contained.

Sec. 50.28. Disposal of hazardous waste.

- (A) Household hazardous waste shall be disposed of in accordance with manufacturers' recommended methods. Hazardous waste shall be taken to a facility designed for accepting and processing hazardous waste or special collection events, as designated by the city.
- (B) A person commits an offense if such person places any hazardous waste in a residential container, recycling container, or out for collection in any other manner.

Sec. 50.29. Residential containers not to be marked, damaged or removed.

- (A) All approved residential containers shall remain the property of the city.
- (B) A person commits an offense if such person marks, paints, bums, breaks, or otherwise damages a residential container or recycling container.
- (C) Residential containers shall not be removed from a residence by any person except where designated by the City Manager.
- (D) It is the responsibility of the owner and/or tenant to maintain their containers in a clean and sanitary condition.
- (E) Cost for repair or replacement of damaged residential containers as set forth in Chapter 31 of this Code of Ordinances resulting from negligence or misuse as determined by the City Manager shall be the incurred by the utility customer, landlord, property owner, or property manager.
- (F) It is a defense to prosecution under this section that the damage resulted from normal wear and tear.

Sec. 50.30. Special waste collection services.

- (A) Special collection services are offered at an additional fee as set forth in Chapter 31 of this Code of Ordinances for the collection, hauling and disposal of waste, and/or unscheduled collections.
- (B) The utility customer, landlord, property owner, or property manager is solely responsible for all waste placed out for collection at the established service rates as set forth in Chapter 31 of this Code of Ordinances.

Secs. 50.31—50.39. Reserved.

#### COMMERCIAL COLLECTION

Sec. 50.40. Doors and lids of commercial containers to be kept closed.

All doors and lids of commercial containers shall be kept closed unless the container is being loaded.

Sec. 50.41. Commercial containers not to be marked or damaged.

A person commits an offense if he:

- (A) Damages or removes any commercial container or its contents without permission of the owner or lessee thereof.
- (B) Starts a fire or burns any material in a commercial container.
- (C) Paints or marks upon, or places a poster or sign on any commercial container without the permission of the owner or lessee thereof.
- (D) Maintains a commercial container with visible graffiti.

Sec. 50.42. Accumulation of refuse.

An owner, occupant, tenant, or lessee of a premises commits an offense if he allows any accumulation of refuse around or in the vicinity of a commercial container.

Sec. 50.43. Placement of commercial containers.

A commercial container shall not be located so that it blocks any of the following:

- (A) A road or street right-of-way.
- (B) A drainage ditch.
- (C) A sight triangle at an intersection.
- (D) An alleyway.
- (E) A fire lane.
- (F) A storm drain.
- (G) Utility meters.

Sec. 50.44. Placing refuse in another's container.

A person commits an offense if he places refuse in any commercial container for which another person has paid a charge for refuse collection service. It is a defense to prosecution under this section that the person paying the fee for refuse collection service consented to the actor's placement of refuse therein.

Sec. 50.45. Commercial collection not to be obstructed.

Nothing may be placed or left in a location that prohibits or obstructs the collection of refuse from a commercial container.

Sec. 50.46. Minimum collection from commercial containers.

Commercial refuse shall be collected from commercial containers at a minimum of once per week.

Sec. 50.47. Unlawful collection or removal of refuse or recyclable material—Commercial.

It shall be unlawful for any person other than the city or a commercial private hauler to collect or remove refuse or recyclable material from a commercial container.

Sec. 50.48. Disposal of hazardous waste.

A person commits an offense if such person places any hazardous waste in a commercial container, recycling container, or out for collection in any other manner.

Sec. 50.49. Screening of Commercial Containers

A commercial container must be screened in accordance with Article XXV, Section C(5) and Article XXVII, Section J of the Carrollton Comprehensive Zoning Ordinance.

Sec. 50.50. Reserved.

Secs. 50.51—50.60. Reserved

Secs. 50.61—50.69. Reserved.

#### SOLID WASTE COLLECTION PERMIT

Sec. 50.70. Franchise for commercial collection required.

No person, firm, corporation, or other entity, excluding the city, may use the public streets, alleys, or thoroughfares within the corporate limits of the city for the purpose of engaging in the business of collecting or transporting solid waste or recyclable materials from commercial and industrial premises within the city without first having obtained a solid waste collection permit from the city.

Sec. 50.71. Application for permit; expiration.

- (A) To obtain a solid waste collection permit, a person must submit an application on a form provided by the Director of Finance or designee. The applicant must be the person who will own, control, or operate the proposed solid waste collection service.
- (B) The permit application shall include the following information:
  - (1) The applicant's name, address(es), and verified signature;
  - (2) The form of business of the applicant, and, if the business is a corporation or association, evidence of the authority of the person signing the application to represent the business; and

- (3) Documentary evidence of payment of ad valorem taxes owed on real estate or personal property to be used in connection with the operation of the proposed solid waste collection service.
- (C) Application for the permit shall be accompanied by a \$50.00 nonrefundable processing fee.
- (D) The solid waste collection permit expires December 31 of each year and may be renewed by making application as provided in this section.

Sec. 50.72. Annual fee.

- (A) The annual fee for the solid waste collection permit is an amount equal to seven and one-half percent of the gross receipts on all revenues and income collected from any source derived from the operation of the solid waste and recyclable materials collection service within the corporate limits of the city. If billed and labeled as a separate fee on the customer's bill, gross receipts shall not include this annual fee.
- (B) The permit holder shall remit the annual fee quarterly, on or before the thirtieth day of April, July, October, and January, based upon the revenues collected during the previous calendar quarter.
- (C) The quarterly payment shall be accompanied by an income statement certified by the permit holder acknowledging compliance with this section.

Sec. 50.73. Requirement to maintain records, furnish information and pay interest on underpayments.

- (A) The permit holder will maintain books and records in such a way that all charges made to Carrollton businesses for services included under the permit can be easily identified.
- (B) The books and records of the permit holder shall be open at reasonable times for inspection by the City Manager or their designee in accordance with the terms of this subchapter.
- (C) If the city determines that an underpayment has occurred, interest on said underpayment will be charged at a rate of ten percent per annum beginning on the date when the payment would have been originally due.

Sec. 50.74. Marking of vehicles and containers.

The permit holder shall identify all vehicles and solid waste containers with its name in letters at least two inches tall. Vehicles collecting recyclables must be differentiated from those collecting refuse.

Sec. 50.75. Revocation of permit.

The Director of Finance or designee may revoke a solid waste collection permit for the failure of the holder to provide required information, for failure to pay fees, or for making false statements on the application or quarterly report.

Secs. 50.76—50.93. Reserved.

Sec. 50.94. Adequate disposal requirements.

- (A) If a person receiving solid waste services by the city regularly generates more solid waste than can be placed in one provided container for collection, the city will require the person to obtain an additional container or increase commercial service levels for a period of not less than six months.
- (B) In the event that any person is required to obtain an additional container or increase service levels, notice of the requirement shall be given to such person by the City Manager by one of the following methods:
  - (1) Personal delivery of the notice in writing; or
  - (2) By letter addressed to the customer, owner, landlord or tenant at the last known address.
- (C) It shall be the responsibility of the person receiving solid waste services to arrange for the termination of this requirement after the six-month period and incur all costs associated with the additional container or service level increases.

#### GENERAL PROVISIONS

Sec. 50.95. Authority to enforce.

It shall be the duty of the City Manager to make all necessary inspections and investigations of any and all structures and premises, business establishments, and private residences to enforce the provisions of this chapter.

Sec. 50.96. Sales tax.

All rates for solid waste services are subject to the appropriate state taxes.

Secs. 50.97, 50.98. Reserved.

Sec. 50.99. Penalty.

A person who violates any provisions of this chapter is guilty of a misdemeanor, and upon conviction is punishable as set forth in section 10.99, for each act of violation and for each day or part of a day during which the violation is committed, continued or permitted.”

#### **SECTION 2**

All ordinances or parts of ordinances inconsistent or in conflict with this ordinance shall be and are hereby repealed.

#### **SECTION 3**

Save and except as amended by this ordinance, all other ordinances of the City of Carrollton, Texas shall remain in full force and effect.

#### **SECTION 4**

Any person, firm or corporation violating a provision of this ordinance, upon conviction is guilty of an offense punishable as provided in section 10.99, “general penalty” of the Carrollton city code, as amended.



**SECTION 5**

The provisions of this ordinance are severable in accordance with Section 10.07 of the Code of Ordinance, City of Carrollton, Texas.

**SECTION 6**

This ordinance shall take effect from and after October 1, 2025.

**PASSED AND APPROVED THIS 19<sup>th</sup> DAY OF AUGUST 2025.**

City Of Carrollton, Texas

By: \_\_\_\_\_  
Steve Babick, Mayor

**ATTEST:**

\_\_\_\_\_  
Chloe Sawatzky, City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Meredith Ladd, City Attorney

**APPROVED AS TO CONTENT:**

\_\_\_\_\_  
Diana Vaughn, CFO

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, AMENDING TITLE V, CHAPTER 50, SOLID WASTE AND RECYCLING; AND PROVIDING FOR PENALTY, SAVINGS, REPEALER AND SEVERABILITY CLAUSES; AND PROVIDING AN EFFECTIVE DATE OF OCTOBER 1, 2025.**

**WHEREAS**, the City of Carrollton, Texas (“City”) is a Home Rule municipality possessing the full power of local self-government pursuant to Article 11, Section 5 of the Texas Constitution, Section 51.072 of the Texas Local Government Code and its Home Rule Charter; and

**WHEREAS**, Section 54.004 of the Texas Local Government Code provides that a Home Rule municipality may enforce ordinances necessary to protect health, life, and property and to preserve the good government, order, and security of the municipality and its inhabitants; and

**WHEREAS**, the City Council desires to amend an ordinance which regulates the removal of residential and commercial solid waste and recycling; and

**WHEREAS**, the City Council finds that it is necessary and proper for the good government, health, and safety of the City to adopt regulations relating to residential and commercial solid waste and recycling in order to provide sanitation, to reduce the risk of injury to its citizens, and to provide for a safe community experience by the public.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, THAT:**

**SECTION 1**

Chapter 50, Solid Waste and Recycling, of Title V, Public Works, of the Carrollton Code of Ordinances is amended to read as follows:

**“CHAPTER 50. SOLID WASTE AND RECYCLING**

Sec. 50.01. - Definitions.

For the purposes of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning:

*Ashes.* Residue from the burning of wood, coal, or combustible material.

*Brush.* Includes, but is not limited to, tree branches, bush branches, marsh plants such as cattails, tropical grasses such as bamboo, and all other similar plant life, twigs, and trimmings that are generally too large or otherwise impractical to place in the residential container.

*Bulk waste.* Large rubbish items including but not limited to household appliances, bicycles, furniture, rugs, mattresses, televisions, tree limbs, fence material, and other similar items.

*City Manager.* City Manager or his or her designee.

*Clean certificate.* Official documentation obtained from a licensed professional containing serial numbers or other identifying number and verification that all refrigerants, chlorinated fluorocarbons (CFC) or polychlorinated biphenyls (PCB) have been removed from the appliance and properly disposed.

*Commercial private hauler.* A person that hauls another's refuse for a fee.

*Container, approved.* Commercial container, residential containers, recycling containers, and bags for yard waste as defined herein.

*Container, commercial.* A metal or plastic receptacle for business refuse, also known as a dumpster, designed to be lifted and emptied mechanically.

*Container, recycling.* A plastic receptacle owned and furnished by the city for a resident to place recyclable materials for collection.

*Container, residential.* A plastic receptacle for residential refuse with two wheels and a lid, designed to be lifted and emptied mechanically.

*Garbage.* Putrescible animal and vegetable wastes resulting from handling, preparation, cooking, or consumption of food.

*Household hazardous waste.* Waste that is generated by a household that could pose a risk to human health or the environment due to ignitability, corrosivity, reactivity, or toxicity. Examples of household hazardous wastes are lead acid batteries, gasoline, degreasers, paints, pesticides, herbicides, fertilizers, pool chemicals, paint thinners, glues, cleaning products, radioactive or irradiated material, and pharmaceuticals.

*Off-site refuse.* Refuse generated from some location other than the collection location.

*Recyclable material.* A material that has been recovered or diverted from the nonhazardous wastestream for purposes of reuse, recycling, or reclamation, a substantial portion of which is consistently used in the manufacture of products that otherwise may be produced using raw or virgin materials. Recyclable material is not solid waste. However, recyclable material may become solid waste if it is disposed of in any manner other than recycling, as defined below.

*Recycling.* A process by which materials that have served their intended use or are scrapped, discarded, used, surplus, or obsolete are collected, separated, or processed and returned to use in the form of raw materials in the production of a new product.

*Refuse.* All putrescible and nonputrescible solid wastes, including garbage, rubbish, Yard Waste, and ashes.

*Resident.* A person who resides in the city.

*Residence.* Any building, or portion thereof, which is designed for use for residential purposes.

*Residential waste.* Includes bulk, brush, garbage, refuse, recycling, and other allowable waste as set forth in Chapter 50 of the Code of Ordinances, including waste placed in residential containers.

*Rubbish.* Nonputrescible solid waste, such as waste wood products, tree trimmings, grass cuttings, leaves, paper, discarded mattresses, wire, glass, and scraps of metal.

*Solid waste.* Garbage, rubbish, refuse, sludge from a wastewater treatment plant, water supply treatment plant, or air pollution control facility, and other discarded material, including solid, liquid, semi-solid, or contained gaseous material resulting from industrial, municipal, commercial, mining, and agricultural operations and from community and institution activities. The term does not include:

- (A) Solid or dissolved material in domestic sewage or solid or dissolved materials in irrigation return flows or industrial discharges subject to regulation;
- (B) Soil, dirt, rock, sand, and other natural or manmade inert solid materials used to fill land if the object of the fill is to make the land suitable for the construction of surface improvements;
- (C) Waste materials that result from activities associated with the exploration, development, or production of oil or gas or geothermal resources and are subject to control by the Railroad Commission of Texas; or
- (D) Household hazardous waste.

*Stone and Concrete material.* Any natural or man-made hard, solid, nonmetallic mineral matter like bricks, tile, rock, or concrete.

*Trash.* See "Rubbish."

*Yard waste.* Cut grass, leaves, small brush and tree trimmings that are bagged.

Sec. 50.02. Deposit of garbage and refuse on property or rights-of-way.

It shall be unlawful for any person to place, throw, or otherwise deposit any garbage, refuse, rubbish, or yard waste on any lot or parcel of land or on any street, alley, sidewalk, or other place in the city, except in a can or receptacle meeting the requirements of this chapter.

Secs. 50.03—50.14. Reserved.

## RESIDENTIAL COLLECTION

Sec. 50.15. Unlawful collection or removal of refuse or recyclable material—Residential.

It shall be unlawful for any person other than the city to collect or remove any refuse or recyclable material from any residence in the city. It is a defense to prosecution under this section if the person collected or removed refuse that the city does not collect or is prohibited by law to haul.

Sec. 50.16. Accumulation of refuse.

No owner, lessee, or occupant of any residence shall permit the accumulation of any refuse on his premises, except in approved containers.

Sec. 50.17. Placing refuse in another's container.

A person commits an offense if he places refuse in any approved container which he neither is assigned, owns nor leases, when he does not have the permission of the owner or lessee of said container.

Sec. 50.18. Damage to city containers.

A person commits an offense if he damages any container used for refuse or recycling owned by the city. It is a defense to prosecution under this section that the damage resulted from normal wear and tear.

Sec. 50.19. Collection only from approved containers; automated and recycling.

- (A) The city will collect refuse from residences only in city-approved containers.
- (B) All residential refuse must be securely tied and bagged inside a residential container.
- (C) Lids to all residential containers shall be kept closed at all times unless being loaded or unloaded.
- (D) Waste placed outside or on top of a residential or recycling container will not be collected.
- (E) Maximum weight per each 95-gallon residential or recycling container shall be 85 pounds.
- (F) Residential customers may order additional residential containers for a minimum retention period of six months.
- (G) Exception: brush and bulk waste are not required to be placed in an approved container.

Sec. 50.20. Collection of yard waste.

The city will only collect yard waste that is bagged and placed in an approved residential container or bag placed at the front curb adjacent to the residence of origin for collection or other approved location.

Sec. 50.21. Collection of bulk and brush waste.

- (A) Bulk waste shall be collected based on a schedule determined by the city.
- (B) Brush shall be cut to a length not to exceed 4 feet and must be placed at the front curb adjacent to the residence of origin in a total amount not to exceed three (3) cubic yards.
- (C) Bulk shall be placed in an amount not to exceed three (3) cubic yards.
- (D) Bulk and brush waste placed out for collection shall be placed in a manner that will not pose a risk to public health or a safety hazard, including but not limited to removing refrigerator doors and latches, securing doors with chain, wire or rope to prevent opening, or other method to remove hazards and allow safe manual collection.
- (E) Bulk waste shall be collected from the front curb adjacent to the residence of origin or other approved location and shall be placed in a manner that is free from overhead obstructions and at least three feet from city water and gas meters and other objects. Bulk waste will only be collected from a residence if generated by the occupant and placed appropriately in accordance with these guidelines.
- (F) The city will only collect appliances such as a freezer, refrigerator, water cooler, dehumidifier, air conditioner, or other similar appliance containing refrigerants that have received state-approved reclamation certification that all refrigerants have been removed and are marked in a manner approved by the city. The requirement for refrigerant removal is the sole responsibility of the owner and/or tenant placing the

waste for collection. A handling fee and a premium service collection fee as set forth in Chapter 31 of this Code of Ordinances will be charged for the removal of each appliance that has an approved clean certificate.

- (G) Bulk waste shall be bagged, boxed, or otherwise contained where applicable before placing out for collection. Bulk waste must be sorted by type and stacked into neat, manageable piles for safe, manual collection by solid waste crews.
- (H) Motor vehicle tires, railroad ties, or stone or concrete material shall not be placed for collection with residential waste. Stone or concrete material may be delivered by the customer directly to the landfill.

Sec. 50.22. Refuse generated on-site.

- (A) The city will collect and accept only refuse that is generated on-site.
- (B) A person commits an offense if he places for collection refuse generated off-site.

Sec. 50.23. Flammable material.

A person commits an offense if he places hot ashes or any highly flammable or explosive material in any approved residential or recycling container.

Sec. 50.24. Placement and timing of residential waste for collection.

- (A) Residential waste shall be placed within three feet of the curb line or alley line, as designated by the city, and at least three feet from any structure including but not limited to: mailboxes, trees, gas meters, water meters, parked vehicles, screening walls and fences, or other similar structures.
- (B) Residential waste shall be placed in a manner to provide clear lateral access for a collection vehicle.
- (C) Residential waste shall not be placed so that it blocks or impedes a street, alley or alley right-of-way, a city water or gas meter, drainage ditch, sight triangle at an intersection, or sidewalk.
- (D) Residential waste shall be placed at the location designated by the city for collection not earlier than 6:00 p.m. of the evening before nor later than 6:30 a.m. of the residence's collection day.
- (E) Residential waste placed for collection in violation of this section will not be collected.
- (F) Residential waste, including bulk waste, shall be placed in a manner to provide at least 14 feet of overhead clearance.

Sec. 50.25. Removal of residential and recycling containers after collection.

- (A) Residential and recycling containers collected from the street shall be removed to a location behind the front building line and within five feet of the residence. If the residence does not have a side yard, residential and recycling containers collected from the street shall be removed to a location within five feet of the residence.
- (B) Residential and recycling containers collected from the alley shall be removed to a location on the residence behind the alley fence line. If the residence has no fence, residential and recycling containers collected from the alley shall be removed to a

location no closer than five feet from the edge of the alley pavement. Residential and recycling containers collected from the alley shall be removed in such a manner so as to prevent the containers from rolling into the alley, spilling, or littering.

- (C) Residential and recycling containers shall be removed not later than 9:00 a.m. on the day following the residence's scheduled collection day.

Sec. 50.26. Collection.

Collection of residential waste shall be as set forth in a schedule designated by the city.

Sec. 50.27. Refuse and recyclables to be protected from the elements.

Refuse subject to being blown by winds shall be covered, tied, weighted, or appropriately contained.

Sec. 50.28. Disposal of hazardous waste.

- (A) Household hazardous waste shall be disposed of in accordance with manufacturers' recommended methods. Hazardous waste shall be taken to a facility designed for accepting and processing hazardous waste or special collection events, as designated by the city.
- (B) A person commits an offense if such person places any hazardous waste in a residential container, recycling container, or out for collection in any other manner.

Sec. 50.29. Residential containers not to be marked, damaged or removed.

- (A) All approved residential containers shall remain the property of the city.
- (B) A person commits an offense if such person marks, paints, bumps, breaks, or otherwise damages a residential container or recycling container.
- (C) Residential containers shall not be removed from a residence by any person except where designated by the City Manager.
- (D) It is the responsibility of the owner and/or tenant to maintain their containers in a clean and sanitary condition.
- (E) Cost for repair or replacement of damaged residential containers as set forth in Chapter 31 of this Code of Ordinances resulting from negligence or misuse as determined by the City Manager shall be the incurred by the utility customer, landlord, property owner, or property manager.
- (F) It is a defense to prosecution under this section that the damage resulted from normal wear and tear.

Sec. 50.30. Special waste collection services.

- (A) Special collection services are offered at an additional fee as set forth in Chapter 31 of this Code of Ordinances for the collection, hauling and disposal of waste, and/or unscheduled collections.
- (B) The utility customer, landlord, property owner, or property manager is solely responsible for all waste placed out for collection at the established service rates as set forth in Chapter 31 of this Code of Ordinances.

Secs. 50.31—50.39. Reserved.

## COMMERCIAL COLLECTION

Sec. 50.40. Doors and lids of commercial containers to be kept closed.

All doors and lids of commercial containers shall be kept closed unless the container is being loaded.

Sec. 50.41. Commercial containers not to be marked or damaged.

A person commits an offense if he:

- (A) Damages or removes any commercial container or its contents without permission of the owner or lessee thereof.
- (B) Starts a fire or burns any material in a commercial container.
- (C) Paints or marks upon, or places a poster or sign on any commercial container without the permission of the owner or lessee thereof.
- (D) Maintains a commercial container with visible graffiti.

Sec. 50.42. Accumulation of refuse.

An owner, occupant, tenant, or lessee of a premises commits an offense if he allows any accumulation of refuse around or in the vicinity of a commercial container.

Sec. 50.43. Placement of commercial containers.

A commercial container shall not be located so that it blocks any of the following:

- (A) A road or street right-of-way.
- (B) A drainage ditch.
- (C) A sight triangle at an intersection.
- (D) An alleyway.
- (E) A fire lane.
- (F) A storm drain.
- (G) Utility meters.

Sec. 50.44. Placing refuse in another's container.

A person commits an offense if he places refuse in any commercial container for which another person has paid a charge for refuse collection service. It is a defense to prosecution under this section that the person paying the fee for refuse collection service consented to the actor's placement of refuse therein.

Sec. 50.45. Commercial collection not to be obstructed.

Nothing may be placed or left in a location that prohibits or obstructs the collection of refuse from a commercial container.

Sec. 50.46. Minimum collection from commercial containers.



Commercial refuse shall be collected from commercial containers at a minimum of once per week.

Sec. 50.47. Unlawful collection or removal of refuse or recyclable material—Commercial.

It shall be unlawful for any person other than the city or a commercial private hauler to collect or remove refuse or recyclable material from a commercial container.

Sec. 50.48. Disposal of hazardous waste.

A person commits an offense if such person places any hazardous waste in a commercial container, recycling container, or out for collection in any other manner.

Sec. 50.49. Screening of Commercial Containers

A commercial container must be screened in accordance with Article XXV, Section C(5) and Article XXVII, Section J of the Carrollton Comprehensive Zoning Ordinance.

Sec. 50.50. Reserved.

Secs. 50.51—50.60. Reserved

Secs. 50.61—50.69. Reserved.

SOLID WASTE COLLECTION PERMIT

Sec. 50.70. Franchise for commercial collection required.

No person, firm, corporation, or other entity, excluding the city, may use the public streets, alleys, or thoroughfares within the corporate limits of the city for the purpose of engaging in the business of collecting or transporting solid waste or recyclable materials from commercial and industrial premises within the city without first having obtained a solid waste collection permit from the city.

Sec. 50.71. Application for permit; expiration.

- (A) To obtain a solid waste collection permit, a person must submit an application on a form provided by the Director of Finance or designee. The applicant must be the person who will own, control, or operate the proposed solid waste collection service.
- (B) The permit application shall include the following information:
  - (1) The applicant's name, address(es), and verified signature;
  - (2) The form of business of the applicant, and, if the business is a corporation or association, evidence of the authority of the person signing the application to represent the business; and
  - (3) Documentary evidence of payment of ad valorem taxes owed on real estate or personal property to be used in connection with the operation of the proposed solid waste collection service.
- (C) Application for the permit shall be accompanied by a \$50.00 nonrefundable processing fee.
- (D) The solid waste collection permit expires December 31 of each year and may be renewed by making application as provided in this section.

Sec. 50.72. Annual fee.

- (A) The annual fee for the solid waste collection permit is an amount equal to seven and one-half percent of the gross receipts on all revenues and income collected from any source derived from the operation of the solid waste and recyclable materials collection service within the corporate limits of the city. If billed and labeled as a separate fee on the customer's bill, gross receipts shall not include this annual fee.
- (B) The permit holder shall remit the annual fee quarterly, on or before the thirtieth day of April, July, October, and January, based upon the revenues collected during the previous calendar quarter.
- (C) The quarterly payment shall be accompanied by an income statement certified by the permit holder acknowledging compliance with this section.

Sec. 50.73. Requirement to maintain records, furnish information and pay interest on underpayments.

- (A) The permit holder will maintain books and records in such a way that all charges made to Carrollton businesses for services included under the permit can be easily identified.
- (B) The books and records of the permit holder shall be open at reasonable times for inspection by the City Manager or their designee in accordance with the terms of this subchapter.
- (C) If the city determines that an underpayment has occurred, interest on said underpayment will be charged at a rate of ten percent per annum beginning on the date when the payment would have been originally due.

Sec. 50.74. Marking of vehicles and containers.

The permit holder shall identify all vehicles and solid waste containers with its name in letters at least two inches tall. Vehicles collecting recyclables must be differentiated from those collecting refuse.

Sec. 50.75. Revocation of permit.

The Director of Finance or designee may revoke a solid waste collection permit for the failure of the holder to provide required information, for failure to pay fees, or for making false statements on the application or quarterly report.

Secs. 50.76—50.93. Reserved.

Sec. 50.94. Adequate disposal requirements.

- (A) If a person receiving solid waste services by the city regularly generates more solid waste than can be placed in one provided container for collection, the city will require the person to obtain an additional container or increase commercial service levels for a period of not less than six months.
- (B) In the event that any person is required to obtain an additional container or increase service levels, notice of the requirement shall be given to such person by the City Manager by one of the following methods:
  - (1) Personal delivery of the notice in writing; or

- (2) By letter addressed to the customer, owner, landlord or tenant at the last known address.
- (C) It shall be the responsibility of the person receiving solid waste services to arrange for the termination of this requirement after the six-month period and incur all costs associated with the additional container or service level increases.

## GENERAL PROVISIONS

### Sec. 50.95. Authority to enforce.

It shall be the duty of the City Manager to make all necessary inspections and investigations of any and all structures and premises, business establishments, and private residences to enforce the provisions of this chapter.

### Sec. 50.96. Sales tax.

All rates for solid waste services are subject to the appropriate state taxes.

### Secs. 50.97, 50.98. Reserved.

### Sec. 50.99. Penalty.

A person who violates any provisions of this chapter is guilty of a misdemeanor, and upon conviction is punishable as set forth in section 10.99, for each act of violation and for each day or part of a day during which the violation is committed, continued or permitted.”

## **SECTION 2**

All ordinances or parts of ordinances inconsistent or in conflict with this ordinance shall be and are hereby repealed.

## **SECTION 3**

Save and except as amended by this ordinance, all other ordinances of the City of Carrollton, Texas shall remain in full force and effect.

## **SECTION 4**

Any person, firm or corporation violating a provision of this ordinance, upon conviction is guilty of an offense punishable as provided in section 10.99, “general penalty” of the Carrollton city code, as amended.

## **SECTION 5**

The provisions of this ordinance are severable in accordance with Section 10.07 of the Code of Ordinance, City of Carrollton, Texas.

## **SECTION 6**

This ordinance shall take effect from and after October 1, 2025.

**PASSED AND APPROVED THIS 19<sup>th</sup> DAY OF AUGUST 2025.**

City Of Carrollton, Texas

By: \_\_\_\_\_  
Steve Babick, Mayor

**ATTEST:**

\_\_\_\_\_  
Chloe Sawatzky, City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Meredith Ladd, City Attorney

**APPROVED AS TO CONTENT:**

\_\_\_\_\_  
Diana Vaughn, CFO



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 7325

**Agenda Date:** 8/19/2025

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Resolution

**Agenda Number:** \*17.

**CC MEETING: August 19, 2025**

**DATE:** August 4, 2025

**TO:** Erin Rinehart, City Manager

**FROM:** Diana K. Vaughn, Chief Financial Officer  
Chrystal K. Davis, Assistant City Manager

Consider A **Resolution Accepting The Investment Officer's Quarterly Report For Third Quarter Ended June 30, 2025.**

### BACKGROUND:

The City's Investment Policy and Chapter 2256, Government Code, the Public Funds Investment Act requires the Investment Officer to report to Council each quarter the investment transactions and strategy for the investment portfolio of the City. In compliance with this policy and fulfillment of Section 2256.023 Internal Management Reports of the "Public Funds Investment Act," the Investment Officer's Third Quarter Report is available for review at:

<http://www.cityofcarrollton.com/departments/departments-a-f/finance/treasury>. This report was presented to the City Council Audit, Finance and Governance Committee at their July 29, 2025, meeting for review and discussion.

### FINANCIAL IMPLICATIONS:

This report provides all information related to all the securities investment transactions performed by the authorized investment officers for the third quarter ended June 30, 2025.

### IMPACT ON COMMUNITY SUSTAINABILITY:

Investing funds in accordance with the Public Funds Investment Act standards improves the City's financial position and sustainability.

### STAFF RECOMMENDATION/ACTION DESIRED:

Consider a resolution accepting the Investment Officer's Quarterly Report for third quarter ended June 30, 2025.

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, ACCEPTING THE INVESTMENT OFFICER'S QUARTERLY REPORT AND INVESTMENT STRATEGIES FOR THIRD QUARTER ENDED JUNE 30, 2025, AND APPROVING SAID REPORT AS FULFILLMENT OF CHAPTER 2256, GOVERNMENT CODE, THE PUBLIC FUNDS INVESTMENT ACT; AND PROVIDING AN EFFECTIVE DATE.**

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, THAT:**

**SECTION 1**

The City of Carrollton hereby accepts the Investment Officer's Quarterly Report for Third Quarter ended June 30, 2025 and approves said report and investment strategies as a fulfillment of Chapter 2256, Government Code, the Public Funds Investment Act.

**SECTION 2**

The City Manager is hereby authorized to take those steps reasonable and necessary to comply with the intent of this Resolution.

**SECTION 3**

This Resolution shall take effect immediately from and after its passage.

**DULY PASSED AND APPROVED** by the City Council of the City of Carrollton, Texas this 19th day of August, 2025.

\_\_\_\_\_  
Steve Babick, Mayor

ATTEST:

\_\_\_\_\_  
Chloe Sawatzky, City Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
Meredith A. Ladd, City Attorney

APPROVED AS TO CONTENT:

\_\_\_\_\_  
Diana K. Vaughn, CFO



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 7331

**Agenda Date:** 8/19/2025

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Resolution

**Agenda Number:** \*18.

**CC MEETING: August 19, 2025**

**DATE:** August 11, 2025

**TO:** Erin Rinehart, City Manager

**FROM:** Jenny Zeilfelder, Director of Economic Development

Ravi Shah, Executive Director of Development

Shannon Hicks, Assistant City Manager

Consider A Resolution Authorizing The City Manager To Negotiate And Execute An Economic Development Incentive Agreement With UEP, Inc. Establishing A Program Of Grants To The Company For Its Expansion At 2323 McDaniel Drive, In Amounts Equal To Fifty Percent (50%) Of Taxes Paid To The City On The Assessed New Value Of Real Property And Business And Personal Property For A Maximum Term Of Two (2) Five (5) Year Terms, Not To Exceed Seven Hundred Ninety-Eight Thousand And Five Hundred Four Dollars (\$798,504) In Phase 1 And Not To Exceed Four Hundred Thirty-Three Thousand And One Hundred Ninety-Nine Dollars (\$433,199) In Phase 2.

### BACKGROUND:

This agenda item is to consider a resolution authorizing the City Manager to negotiate and execute an economic development incentive agreement with UEP, Inc.

UEP, Inc. is an aviation and aerospace components manufacturer specializing in military tech producing large caliber munitions, energetics and factory robotics.

UEP, Inc. intends to occupy a manufacturing facility, located at 2323 McDaniel Drive. This investment would add the installation of new furniture, fixtures, and equipment with an approximate value of \$100 million and approximately \$11 million in improvements to the facility, and the creation of sixty (60) Full-Time Employees.

### FINANCIAL IMPLICATIONS:

Staff recommends a fifty percent (50%) rebate on the assessed value of the new business and personal property taxes paid to the City, as well as a fifty percent (50%) rebate on the assessed value of real

property taxes paid to the City, both for two (2) five (5) year terms, not to exceed \$798,504 in Phase 1 and not to exceed \$433,199 in Phase 2. No incentives to the Company will be derived from the City's General Fund.

**IMPACT ON COMMUNITY SUSTAINABILITY:**

Should UEP, Inc. choose to expand at 2323 McDaniel Drive, the Company will create new jobs, as well as increase the ad valorem value of the property by making improvements to the building and adding new business and personal property.

**STAFF RECOMMENDATION/ACTION DESIRED:**

Staff recommends City Council approval of a Resolution authorizing the City Manager to negotiate and execute an economic development incentive agreement with UEP, Inc.



**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE AN ECONOMIC DEVELOPMENT INCENTIVE AGREEMENT BY AND BETWEEN THE CITY OF CARROLLTON AND UEP, INC. ESTABLISHING A PROGRAM OF GRANTS TO THE COMPANY, FOR ITS EXPANSION AT 2323 MCDANIEL DRIVE. IN AMOUNTS EQUAL TO FIFTY PERCENT (50%) OF TAXES PAID TO THE CITY ON THE ASSESSED NEW VALUE OF REAL PROPERTY AND BUSINESS AND PERSONAL PROPERTY FOR A MAXIMUM OF TWO (2) FIVE (5) YEAR TERMS, NOT TO EXCEED SEVEN HUNDRED NINETY-EIGHT THOUSAND AND FIVE HUNDRED FOUR DOLLARS (\$798,504) IN PHASE 1 AND NOT TO EXCEED FOUR HUNDRED THIRTY-THREE THOUSAND AND ONE HUNDRED NINETY-NINE DOLLARS (\$433,199) IN PHASE 2; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council of the City of Carrollton, Texas (the “City Council”) has been presented proposed terms and conditions for an Economic Development Incentive Agreement (the “Agreement”), between the City of Carrollton, Texas (the “City”), and UEP, Inc. (the “Company”), for occupying a manufacturing building located at 2323 McDaniel Drive, Carrollton, Texas (the “Real Property”), establishing a program of grants to the Company in amounts equal to fifty percent (50%) of taxes paid to the City on the assessed new value of Real Property and Business Personal Property for a maximum term of two (2) five (5) year terms, not to exceed Seven Hundred Ninety-Eight Thousand and Five Hundred Four Dollars (\$798,504) in Phase 1 and not to exceed Four Hundred Thirty-Three Thousand and One Hundred Ninety-Nine Dollars (\$433,199) in Phase 2; and upon the Company’s completion of Eligible Improvements as defined in Article IV of the Agreement; and

**WHEREAS**, the viability of the City’s business community is important to enhancing the quality of life for Carrollton residents through the creation of jobs and the expansion of local commerce; and

**WHEREAS**, the Company is an aviation and aerospace components manufacturer specializing in military tech producing large caliber munitions, energetics, and factory robotics; and

**WHEREAS**, the Company is considering occupying a manufacturing building located at the Real Property that would add the installation of new furniture, fixtures, and equipment with an approximate value of One Hundred Million Dollars (\$100,000,000) and approximately Eleven Million Dollars (\$11,000,000) in Improvements to the Real Property, and the creation of sixty (60) Full-Time Employee positions; and

**WHEREAS**, the Company has advised the City that a contributing factor that would induce it to expand and create new jobs at the Real Property would be an agreement wherein the City provides a program of grants to the Company that would enable the Company to add new product lines; and

**WHEREAS**, upon full review and consideration of the proposed terms and conditions of the Agreement, and all matters attendant and related thereto, the City Council is of the opinion that

the City Manager shall be authorized to negotiate and execute the Agreement, containing such terms and conditions, on behalf of the City of Carrollton;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, THAT:**

Section 1

All of the above premises are found to be true and correct legislative and factual findings of the City Council, and they are hereby approved, ratified, and incorporated into the body of this Resolution as if a copied in their entirety.

Section 2

A term and condition of the proposed Agreement shall include a program of Grants, as further defined in the Agreement, to the Company for its Expansion of Facilities on the Real Property and acquisition of new Business Personal Property, said Grants shall be equal to fifty percent (50%) of the ad valorem taxes paid by the Company on the assessed new value of real property and business and personal property and received by the City for a maximum of two (2) five (5) year terms, not to exceed Seven Hundred Ninety-Eight Thousand and Five Hundred Four Dollars (\$798,504) in Phase 1 and not to exceed Four Hundred Thirty-Three Thousand and One Hundred Ninety-Nine Dollars (\$433,199) in Phase 2.

Section 3

The City Manager is hereby authorized to negotiate and execute the Agreement and all other documents in connection therewith on behalf of the City of Carrollton, substantially according to the terms and conditions set forth in this Resolution.

Section 4

This Resolution shall take effect upon passage.

PASSED AND APPROVED ON August 19, 2025.

City of Carrollton, Texas

\_\_\_\_\_  
Steve Babick, Mayor

ATTEST:

\_\_\_\_\_  
Chloe Sawatzky, City Secretary

Approved as to form:

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Meredith Ladd  
City Attorney

Approved as to content:

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Jenny Zeilfelder  
Director of Economic Development



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# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 7332

**Agenda Date:** 8/19/2025

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Resolution

**Agenda Number:** \*19.

**CC MEETING:** August 19, 2025

**DATE:** August 11, 2025

**TO:** Erin Rinehart, City Manager

**FROM:** Jenny Zeilfelder, Director of Economic Development

Ravi Shah, Executive Director of Development

Shannon Hicks, Assistant City Manager

Consider A Resolution Authorizing The City Manager To Negotiate And Execute An Economic Development Incentive Agreement With AER Manufacturing, LP Establishing A Program Of Grants To The Company For Its Expansion At 3405 Wiley Post Road, In Amounts Equal To Fifty Percent (50%) Of Taxes Paid To The City On The Assessed New Value Of Real Property And Business And Personal Property For A Maximum Term Of Five (5) Years, For A Total Incentive Amount Not To Exceed Dollars \$277,663.

### BACKGROUND:

This agenda item is to consider a resolution authorizing the City Manager to negotiate and execute an economic development incentive agreement with AER Manufacturing, LP.

AER Manufacturing, LP is a manufacturer of remanufactured engine assemblies and has headquartered in Carrollton since 1946. The company's campus encompasses over 800,000 square feet of manufacturing and distribution space and employs over 1,000 Full-Time Employees.

AER Manufacturing, LP intends to construct a 155,000-square-foot warehouse facility, located at 3405 Wiley Post Road. This investment would add the installation of new furniture, fixtures, and equipment with an approximate value of \$1.05 million and approximately \$19 million in real property improvements to the facility, and the creation of fifteen (15) Full-Time Employees.

### FINANCIAL IMPLICATIONS:

Staff recommends a fifty percent (50%) rebate on the assessed value of the new business and personal property taxes paid to the City, as well as a fifty percent (50%) rebate on the assessed value of real property taxes paid to the City, both for five (5) years. The dollar value of this program of tax rebates

will not exceed \$277,663 over the term of the Agreement. No incentives to the Company will be derived from the City's General Fund.

**IMPACT ON COMMUNITY SUSTAINABILITY:**

Should AER Manufacturing, LP choose to expand at 3405 Wiley Post Road, the Company will create new jobs, as well as increase the ad valorem value of the property by making improvements to the building and adding new business and personal property.

**STAFF RECOMMENDATION/ACTION DESIRED:**

Staff recommends City Council approval of a Resolution authorizing the City Manager to negotiate and execute an economic development incentive agreement with AER Manufacturing, LP.

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AER Manufacturing



Glass D  
Dallas M



Wiley Post Rd

Wiley Post Rd

Wiley Post Rd

Wiley Post Rd



**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE AN ECONOMIC DEVELOPMENT INCENTIVE AGREEMENT BY AND BETWEEN THE CITY OF CARROLLTON AND AER MANUFACTURING, LP ESTABLISHING A PROGRAM OF GRANTS TO THE COMPANY, FOR ITS EXPANSION AT 3405 WILEY POST ROAD, IN AMOUNTS EQUAL TO FIFTY PERCENT (50%) OF TAXES PAID TO THE CITY ON THE ASSESSED NEW VALUE OF REAL PROPERTY AND BUSINESS AND PERSONAL PROPERTY FOR A MAXIMUM TERM OF FIVE (5) YEARS, NOT TO EXCEED TWO HUNDRED SEVENTY-SEVEN THOUSAND AND SIX HUNDRED SIXTY-THREE DOLLARS (\$277,663); AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council of the City of Carrollton, Texas (the “City Council”) has been presented proposed terms and conditions for an Economic Development Incentive Agreement (the “Agreement”), between the City of Carrollton, Texas (the “City”), and AER Manufacturing, LP (the “Company”), for constructing 155,000 square feet of warehouse space located at 3405 Wiley Post Road, Carrollton, Texas (the “Real Property”), establishing a program of grants to the Company in amounts equal to fifty percent (50%) of taxes paid to the City on the assessed new value of Real Property and Business Personal Property for a maximum term of five (5) years, not to exceed Two Hundred Seventy-Seven Thousand and Six Hundred Sixty-Three Dollars (\$277,663); and upon the Company’s completion of Eligible Improvements as defined in Article IV of the Agreement; and

**WHEREAS**, the viability of the City’s business community is important to enhancing the quality of life for Carrollton residents through the creation of jobs and the expansion of local commerce; and

**WHEREAS**, the Company is a manufacturer of remanufactured engine assemblies; and

**WHEREAS**, the Company is considering constructing a warehouse building located at the Real Property that would add the installation of new furniture, fixtures, and equipment with an approximate value of One Million and Fifty-Thousand Dollars (\$1,050,000) and approximately Nineteen Million Dollars (\$19,000,000) in Improvements to the Real Property, and the creation of fifteen (15) Full-Time Employee positions; and

**WHEREAS**, the Company has advised the City that a contributing factor that would induce it to expand and create new jobs at the Real Property would be an agreement wherein the City provides a program of grants to the Company that would enable the Company to add new product lines; and

**WHEREAS**, upon full review and consideration of the proposed terms and conditions of the Agreement, and all matters attendant and related thereto, the City Council is of the opinion that the City Manager shall be authorized to negotiate and execute the Agreement, containing such terms and conditions, on behalf of the City of Carrollton;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, THAT:**



### Section 1

All of the above premises are found to be true and correct legislative and factual findings of the City Council, and they are hereby approved, ratified, and incorporated into the body of this Resolution as if a copied in their entirety.

### Section 2

A term and condition of the proposed Agreement shall include a program of Grants, as further defined in the Agreement, to the Company for its Expansion of Facilities on the Real Property and acquisition of new Business Personal Property, said Grants shall be equal to fifty percent (50%) of the ad valorem taxes paid by the Company on the assessed new value of real property and business and personal property and received by the City for a maximum term of five (5) years, not to exceed Two Hundred Seventy-Seven Thousand and Six Hundred Sixty-Three Dollars (\$277,663).

### Section 3

The City Manager is hereby authorized to negotiate and execute the Agreement and all other documents in connection therewith on behalf of the City of Carrollton, substantially according to the terms and conditions set forth in this Resolution.

### Section 4

This Resolution shall take effect upon passage.

PASSED AND APPROVED ON August 19, 2025.

City of Carrollton, Texas

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Steve Babick, Mayor

ATTEST:

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Chloe Sawatzky, City Secretary

Approved as to form:

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Meredith Ladd  
City Attorney

Approved as to content:

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Jenny Zeilfelder  
Director of Economic Development



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 7337

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**Agenda Date:** 8/19/2025

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Resolution

**Agenda Number:** \*20.

**CC MEETING:** August 19, 2025

**DATE:** August 12, 2025

**TO:** City Council

**FROM:** Meredith A. Ladd, City Attorney

Consider A Resolution Of The City Council Of The City Of Carrollton, Texas Suspending The September 17, 2025 Effective Date Of Coserv Gas, Ltd. To Implement Interim Grip Rate Adjustments For Gas Utility Investment In 2024 To Permit The City Time To Study The Request And Take Appropriate Action; Finding That The Meeting At Which This Resolution Is Passed Is Open To The Public As Required By Law; And Requiring Notice Of This Resolution To The Company And The City's Legal Counsel.

### **BACKGROUND:**

On July 18, 2025, CoServ Gas, Ltd. made an Interim Rate Adjustment or "GRIP" filing with the cities in CoServ's geographic service area. CoServ is seeking recovery of \$267,149,471 in invested capital. The current filing will increase rates to residential customers by \$3.33 per month. This will increase the current residential customer charge from \$18.00 to \$21.33 per month. The increase is currently scheduled to go into effect on September 17, 2025. Under the GRIP statute, cities may not challenge CoServ's request. However, a city may suspend the effective date of the rate increase by 45 days to review GRIP rate increases to determine compliance with the Texas Utilities Code.

### **FINANCIAL IMPLICATIONS:**

The current filing will increase rates to residential customers by \$3.33 per month.

### **STAFF RECOMMENDATION/ACTION DESIRED:**

Staff recommends approval of the attached resolution suspending the effective date of the rate increase by CoServ by 45 days.

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS SUSPENDING THE SEPTEMBER 17, 2025 EFFECTIVE DATE OF COSERV GAS, LTD. TO IMPLEMENT INTERIM GRIP RATE ADJUSTMENTS FOR GAS UTILITY INVESTMENT IN 2024 TO PERMIT THE CITY TIME TO STUDY THE REQUEST AND TAKE APPROPRIATE ACTION; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; AND REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND THE CITY'S LEGAL COUNSEL.**

**WHEREAS**, on or about July 18, 2025, CoServ Gas, Ltd., ("CoServ" or "the Company") filed with the City of Carrollton ("City") and the Railroad Commission of Texas ("Railroad Commission") a Statement of Intent to implement interim rate adjustments ("GRIP Rate Increases") pursuant to Texas Utilities Code § 104.301 on all customers served by CoServ, effective September 17, 2025; and

**WHEREAS**, the City is a gas utility customer of CoServ and a regulatory authority with an interest in the rates and charges of CoServ; and

**WHEREAS**, it is incumbent upon the City, as a regulatory authority, to examine the GRIP Rate Increases to determine its compliance with the Texas Utilities Code; and

**WHEREAS**, GURA § 104.301 grants local regulatory authorities the right to suspend the effective date of proposed rate changes for forty-five (45) days after the date the rate change would otherwise be effective; and

**WHEREAS**, GURA § 103.022 provides that costs incurred by Cities in ratemaking proceedings are to be reimbursed by the regulated utility.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, THAT:**

**SECTION 1**

All of the above premises are found to be true and correct legislative and factual findings of the City Council, and they are hereby approved, ratified, and incorporated into the body of this Resolution as if copied in their entirety.

**SECTION 2**

The September 17, 2025 effective date of the GRIP Rate Increases proposed by CoServ is hereby suspended for the maximum period allowed by Texas Utilities Code § 104.301(a) to permit adequate time to review the proposed increases, analyze all necessary information, and take appropriate action related to the proposed increases.

**SECTION 3**

The City's reasonable rate case expenses shall be reimbursed by CoServ.

**SECTION 4**

It is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law and the public notice of the time, place, and purpose of said meeting was given as required.

**SECTION 5**

A copy of this Resolution shall be sent to CoServ Gas, Ltd., care of Brent Bishop at 7701 South Stemmons Freeway, Corinth, Texas 76210, and to Thomas Brocato, Counsel to the City, at Lloyd Gosselink, 816 Congress Ave., Suite 1900, Austin, Texas 78701.

**SECTION 6**

This Resolution shall take effect upon passage.

PASSED AND APPROVED this 19th day of August, 2025.

**CITY OF CARROLLTON**

By: \_\_\_\_\_  
Steve Babick, Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Chloe Sawatzky  
City Secretary

\_\_\_\_\_  
Meredith A. Ladd  
City Attorney



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

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**Agenda Date:**

**Version:** 1

**Status:** Public Forum

**In Control:** City Council

**File Type:** Public Forum

**Agenda Number:** 21.

**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.**

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.