

**CARROLLTON CITY COUNCIL
REGULAR MEETING AND WORKSESSION
JANUARY 21, 2025**

The City Council of the City of Carrollton, Texas convened in a Regular Meeting and Worksession on Tuesday, January 21, 2025 at 5:45 p.m. with the following members present: Mayor Steve Babick, Mayor Pro Tem Richard Fleming, Councilmembers Jason Carpenter, Andrew Palacios, and Daisy Palomo. Also present were City Manager Erin Rinehart, Assistant City Manager Chrystal Davis, Assistant City Manager Shannon Hicks, City Attorney Meredith Ladd and City Secretary Chloe Sawatzky. Deputy Mayor Pro Tem Christopher Axberg and Councilmember Rowena Watters attended via teleconference.

Councilmember Nancy Cline was absent.

5:45 P.M. – COUNCIL BRIEFING ROOM

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

Mayor Babick called the meeting to order at 5:45 p.m.

1. Receive information and discuss Agenda.

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

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

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 The Festival At The Switchyard.

Kelli Lewis, Marketing Director, provided an overview of the city's annual signature event, Festival at the Switchyard. She stated that it is a free event held every fall and includes musical entertainment, vendors, and family friendly activities. Demographics of attendees were provided.

Ms. Lewis advised that the city contracts with a production company for main stage entertainment options and provided a short video of activities and entertainment from previous years' events. She described the various genres of music that are available and briefly described the criteria that may be

included in the selection process for bands. Sponsorships, road closures, and vendor selection were discussed, as well as safety precautions. She noted that a grant from Homeland Security helps to cover the cost of outside security for the event.

Ms. Lewis provided an overview of event costs over the past several years and noted that for 2025 there will be a cost increase. She added that the cost for the production company has already been budgeted for 2025.

Discussion followed regarding the vendors. It was stated that applications from potential vendors are received beginning in June. The city provides electricity for the vendors as well as tents. Councilmember Palomo inquired whether the event expenses are paid through Hotel Occupancy Tax. Ms. Lewis responded that fund is not sufficient to cover the cost so it is budgeted in the city's general fund.

Ms. Lewis stated that after a production company has been selected for 2025, she will present again to the Council. Mayor Babick stated that this event will be included in the Downtown Master Plan.

5. Receive Update on Citizens Government Academy.

City Secretary Chloe Sawatzky provided an overview and history of the former Mayor's Advisory Council and more recently the Citizens Government Academy. She presented a proposal for the program in the future. She advised that the Citizens Government Academy will be the city's opportunity to showcase operations to citizens interested in being more involved in the community. The classes will be a low commitment way for citizens to gather more information on how the city operates, internal and external services, as well as public safety. Each class will provide information presented by industry professionals. Participation in the Citizens Government Academy will also encourage residents to continue their involvement in city programs, such as boards and commissions. The goal is to empower residents to have the knowledge they need to be good stewards in the community. The proposed curriculum was reviewed. Dates for classes covering a six-week timeline were provided. Criteria to participate was reviewed.

Ms. Sawatzky advised that while the Citizens Government Academy is geared toward adults, she did recently participate in a Leadership Program along with other city staff during which they engaged in activities with students from a school district. She reviewed the sessions held with those students to help educate them on city functions.

Ms. Sawatzky stated that the application period for the Citizens Government Academy will begin February 5th and close February 21st. More information is available through the city secretary's office.

6. Mayor And Council Reports And Information Sharing.

Council reviewed their recent activities and upcoming events.

Worksession concluded at approximately 6:50 p.m.

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

Deputy Mayor Pro Tem Christopher Axberg arrived prior to the start of the Regular Session.

Mayor Babick called the Regular meeting to order at 7:00 p.m.

INVOCATION – Deputy Mayor Pro Tem Christopher Axberg

PLEDGE OF ALLEGIANCE – Mayor Pro Tem Richard Fleming

PUBLIC COMMENT

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

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

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

CONSENT AGENDA

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

Councilmember Palomo moved to approve Consent Agenda Items 8-19; second by Councilmember Palacios. The motion was approved with a unanimous 6-0 vote. Councilmember Cline absent.

CONTRACTS & AGREEMENTS

- *8. Consider Authorizing the City Manager To Approve A Contract For The Purchase Of Two Greenworks Electric Mowers From Turf And Soil Management, LLC Through An Interlocal Agreement With The TIPS Purchasing Cooperative In An Amount Not To Exceed \$69,248.14.**
- *9. Consider Authorizing the City Manager To Approve A Contract For The Purchase Of Two Jacobsen HR 600 Mowers From Textron E-Z-Go LLC Through An Interlocal Agreement With The BuyBoard Purchasing Cooperative In An Amount Not To Exceed \$156,029.76.**
- *10. Consider Authorizing The City Manager To Enter Into An Agreement With Untied Laboratories, Inc., HD Supply, Inc. DBA USA BLUEBOOKHD, Core & Main LP, Pursuant To Bid #25-013 For Water Chemicals In An Amount Not To Exceed \$50,500.00**

Annually, For A Total Three-Year Contract Amount Not To Exceed \$151,500.00.

- *11. Consider Authorizing The City Manager To Enter Into An Agreement With HUB International Texas Inc., Through The Equalis Group Purchasing Cooperative For Health And Wellness Benefits Consulting And Analysis Services In An Amount Not To Exceed \$60,000.00 For The First Year, For A Total Two-Year Amount Not To Exceed \$120,000.00.**
- *12. Consider Authorizing The City Manager To Execute A Change Order To The Contract With CTJ Maintenance For Custodial Services, Pursuant To RFP 19-017, Increasing The Amount Of The Last Renewal By An Amount Not To Exceed \$402,840.00, For A Total Renewal Amount Of \$805,680.00, Increasing The Total Six-Year Contract To An Amount Not To Exceed \$2,819,880.00.**
- *13. Consider Authorizing The City Manager To Approve An Agreement With Road Solutions, LLC Pursuant to Bid #25-008 For Boring and Trenching Services In An Amount Not To Exceed \$614,000.00 Annually, For A Total Three-Year Contract Amount Not To Exceed \$1,842,000.00.**
- *14. Consider Authorizing The City Manager To Approve An Agreement With FieldTurf USA, Inc. Pursuant To Competitive Sealed Proposal (CSP) 25-012 For The Purchase And Installation Of Synthetic Turf For McInnish Field #16, In A Total Amount Not To Exceed \$1,753,120.95.**
- *15. Consider Authorizing The City Manager To Approve An Agreement With Eskola, LLC Pursuant To RFP #24-051 For The Purchase And Installation Of Roof Replacement Materials For Fire Stations 3 & 4 In A Total Amount Not To Exceed \$163,386.00.**
- *16. Consider Authorizing The City Manager To Approve Contracts For The Purchase Of One Airman PDS185S-6E1 Air Compressor, One Case 570N EP Front End Loader, And One Case 590SN Backhoe From Associated Supply Company (ASCO) Through Interlocal Agreements With The BuyBoard And Sourcewell Purchasing Cooperatives In An Amount Not To Exceed \$255,224.19.**
- *17. Consider Authorizing The City Manager To Approve A Contract For The Purchase Of Four Chevrolet Colorado's For Various Departments From Lake Country Chevrolet Through An Interlocal Agreement With The TIPS Purchasing Cooperative In An Amount Not To Exceed \$141,749.12.**
- *18. Consider Authorizing The City Manager To Approve A Contract For The Purchase Of One Vermeer SC362 Stump Grinder, And One Vermeer CV573GT Vacuum Trailer From Vermeer Texas-Louisiana Through An Interlocal Agreement With BuyBoard Purchasing Cooperative In An Amount Not To Exceed \$87,272.52.**
- *19. Consider Authorizing The City Manager To Approve A Contract For The Purchase Of Two Ford F-150 Trucks and One Ford F-350 Transit Van For Various Departments From Silsbee Ford Through An Interlocal Agreement With The TIPS Purchasing Cooperative In An Amount Not To Exceed \$180,293.61.**

RESOLUTIONS

***20. Consider A Resolution Adopting The 2025 Sustainability Plan.**

Councilmember Palacios moved to approve Consent Agenda Item 20; second by Mayor Pro Tem Fleming. The motion was approved with a 6-0 vote.

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.

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

ADJOURNMENT - Mayor Babick adjourned the meeting at 7:06 p.m.

ATTEST:

Chloe Sawatzky, City Secretary

Steve Babick, Mayor