

**CARROLLTON CITY COUNCIL  
TELEPHONIC MEETING AND WORKSESSION  
MAY 26, 2020**

The City Council of the City of Carrollton, Texas convened in a Telephonic Meeting and Worksession on Tuesday, May 26, 2020 at 5:45 pm with the following members present; Mayor Kevin Falconer, Mayor Pro Tem Young Sung, Councilmembers John Sutter, Glen Blanscet, Mike Hennefer, Pat Cochran, Steve Babick and Andrew Palacios. Also present were City Manager Erin Rinehart, Assistant City Managers Marc Guy, Bob Scott and Chrystal Davis, City Attorney Meredith Ladd and City Secretary/Admin Services Director Laurie Wilson.

**5:45 P.M. – TELEPHONIC MEETING**

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

Mayor Falconer called the meeting to order at 5:42 pm.

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

Mayor Pro Tem Sung recused himself from the meeting during discussion of Item 16 due to a Conflict of Interest.

**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.

**3. Council will reconvene in open session** to consider action, if any, on matters discussed in the Executive Session. Council did not convene in Executive Session – no action.

Mayor Falconer adjourned the Pre Meeting and immediately convened in Worksession.

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

**4. Discuss Council Liaison, Observer, And Sub-Committee Appointments.**

Mayor Falconer noted that the term *Sub-Committee* would change to *Committee* and stated the change reflects the correct meaning. He explained that the committees consist of three members of the Council and the committees provide recommendations to the full Council. He announced the addition of a Technology Committee and a Community Funding Committee that would make recommendations on funding alternatives for the Council's partnerships such as Metrocrest Services and with any special event request. He also recommended dissolving the Judicial Committee as it does not appear to be needed while requesting an annual or semi-annual report from the Judge to the full Council. Mayor Falconer also noted that Councilmember Hennefer would be leaving the Council after the November election and recommended that the assignments made to Councilmember Hennefer would roll to the new member elected to fill his position. He presented his recommendation for assignments as follows and no objections were voiced.

Glen Blanscet

Metrocrest Chamber of Commerce

Metrocrest Service

TOD Committee  
Redevelopment Committee

John Sutter

Environmental Distinction Awards  
TOD Committee  
Chair of Audit/Finance Committee  
Community Funding Committee

Young Sung

Redevelopment Committee  
Technology Committee  
Chair of Community Funding Committee  
Metrocrest Hospital Authority

Pat Cochran

TOD Committee  
Woven Health Clinic  
NCTCOG Emergency Preparedness Planning Council  
Community Funding Committee

Steve Babick

Audit/Finance Committee  
Redevelopment Committee  
Chair of Technology Committee  
Trinity River Wastewater Authority

Andrew Palacios

Technology Committee  
CFBISD Board Liaison  
Hebron HS Building Leadership Team  
Bea's Kids

Mike Hennefer

Audit/Finance Committee  
LISD Board Liaison  
Carrollton Wind Symphony  
Landfill Committee

He stated that the Red Ribbon Breakfast Committee hasn't been very active and could be assigned to Councilmember Palacios or Councilmember Hennefer's replacement after more information is gathered by staff.

**5. Receive 2020 Census Update.**

Mayor Falconer stated that the current pandemic is a perfect example of the importance of getting an accurate count stating that funding was based on Census data.

Planner Molly Coryell provided an update on the things that the partners and Complete Count Committee were doing. She talked about the assistance of the Marketing Department and staff efforts as well as provided examples of the marketing materials. She listed the COVID-19 impacts as follows:

Enumeration Process

- Operations are to adhere to the latest Federal, State and Local Guidelines
- Field operators will resume on a phased schedule on a geographic basis
- Non-response follow-up will take place between August 11 and October 31

Key Dates Amended

- Self-response Phase: March 12 – October 31
- Data Processing: October 31, 2020 – July 31, 2021
  - Un-duplicate responses
  - Process redistricting data
  - Deliver results to the President, Congress and then States

Coryell provided a chart with current results of response rates showing Carrollton with a 65.6% rate. She listed the areas in Carrollton with lower response scores:

Downtown Carrollton

A.W. Perry  
Carrollton Heights  
Josey – Belt Line District

Southwest Carrollton

Largely Industrial  
Portion of Census Tract includes residential property in the City of Farmers Branch

Staff summary and recommendations:

- Self-response to continue until October 31
- Non-response follow-up slated to begin in August
- Continue to advertise the Census city-wide through social media, etc
- Create a focus on promoting the Census in Downtown Carrollton Area
  - Crucial for the success of Council’s vision for this corridor
  - Inaccurate Census data in Downtown Carrollton can negatively impact growth and interest in private investment

Coryell reported that the State’s overall response rate is 54.8% and that in 2010, Carrollton’s final self response rate was 71.8%.

Mayor Pro Tem Sung asked if there were other ways that Council could help and also asked about the use of social media. Coryell stated that because of the pandemic, it would be worthy for staff to reassess the outreach tactics particularly in the lower response rate areas while keeping public safety in mind. With regard to churches, she reported that the Complete Count Committee did reach out to churches in February and she felt it would be good to do so again. She added that information is available in different languages. Mayor Pro Tem Sung offered to assist with contacts in the Korean churches and to get Census information to the churches.

Councilmember Blanscet encouraged staff to work with the Chamber of Commerce and Coryell reported she was aware of the work they were doing and would make further contact.

Councilmember Babick asked about contact with retirement homes and senior centers. Coryell replied that the Census has its own special operations with regard to certain senior living facilities. In working with the Carrollton Senior Center, she felt it would be possible to have a letter that could be sent to the

residents. She stated that it’s important that the City amplify the efforts of the Census Bureau at a local level to establish trust.

Councilmember Palacios similarly offered to assist with contacting the Hispanic churches.

Councilmember Cochran asked if the City was working with the School Districts and Coryell replied that they have been working with the Districts to distribute information and materials. She added that they have been in contact with apartment complexes as well.

Mayor Falconer thanked her for the update and encouraged her to take the Council up on their offers of assistance.

Mayor Falconer recessed the Worksession at 7:12 pm to convene the Regular meeting.

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

Mayor Falconer convened the Telephonic Council Meeting at 7:19 pm.

**INVOCATION** – Mayor Pro Tem Young Sung

**PLEDGE OF ALLEGIANCE** – Councilmember Andrew Palacios

**8. PUBLIC COMMENT**

**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 wanting to speak should join through Zoom by visiting <https://us02web.zoom.us/j/81670972684?pwd=YVVVVjBaT2ZnaThWcElvbDVZUTZqUT09>; Password: 221981; Or by calling one-tap: US: +1-346-248-7799; Webinar ID: 816 7097 2684; Password: 221981. 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.*

There were no speakers.

**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 Blanscet moved approval of Consent Agenda Items 9-14; second by Councilmember Cochran. The motion was approved with a unanimous 7-0 vote,**

**MINUTES**

**\*9. Consider Approval Of The May 12, 2020 Regular Meeting Minutes.**

**BIDS & PURCHASES**

**\*10. Consider Authorizing The City Manager To Approve A Purchase Of Network Hardware from CDW Government, LLC Through The Texas DIR Cooperative Program In An Amount Not To Exceed \$894,141.25.**

**\*11. Consider Approval Of RFP # 20-014 For Brick Screening Wall Repairs For Public Works From Ratliff Hardscape, LTD In An Amount Not To Exceed \$200,000.00.**

#### **CONTRACTS & AGREEMENTS**

**\*12. Consider Authorizing The City Manager To Approve Change Order #1 With DDM Construction Corporation For Additional Street Panel And Sidewalk Replacements On Chestnut Road And Falkland Road For The Woodlake #3 Street Reconstruction Project In The Amount Of \$231,510.00, And Increasing The Total Project Amount To \$4,169,080.00.**

**\*13. Consider Authorizing The City Manager To Approve A Contract With Criterion Contractors, Inc. For The Josey Ranch Sports Concessions And Restroom Building Project, In An Amount Not To Exceed \$104,319.00.**

#### **RESOLUTIONS**

**\*14. Consider A Resolution Authorizing The City Manager To Enter Into A Single-Family Rehabilitation Grant Incentive Agreement On An Eligible Property Located Within A Neighborhood Empowerment Zone, In A Total Grant Amount Not To Exceed \$1,375.00.**

#### **OTHER BUSINESS**

**15. Consider A Resolution Of The City Council Of The City Of Carrollton, Texas, Amending Resolution No. 4373 Relating To The Consent And Continuation Of The Disaster Declaration Of Mayor Kevin Falconer By Revising The Expiration Date; And Providing An Effective Date.**

Mayor Falconer stated the recommendation is to extend the Disaster Declaration until June 15, 2020 to insure that any expenses being incurred as a result of the disaster can be submitted to FEMA for possible reimbursement.

**Councilmember Babick moved approval of Item 15; second by Councilmember Palacios; and the motion was approved with a unanimous 7-0 vote.**

**16. Consider A Resolution Authorizing The City Manager To Negotiate And Execute The Purchase Of An Approximately 121-Acre Tract Of Land Currently Owned By The North Texas Tollway Authority, And Located At The Southwest Quadrant of IH-35E And President George Bush Turnpike (PGBT), In An Amount Not To Exceed \$3,450,000.00.**

Mayor Falconer advised that Mayor Pro Tem Sung recused himself from meeting on this item due to a conflict of interest.

Mayor Falconer explained that this property was a very strategic parcel adjacent to the Trinity Mills development. He explained that the funds are unspent sales and use taxes that have accumulated over the past years due to a Council policy that was put in place to keep the recurring expenditures below the amount of the sales and use taxes.

**Councilmember Babick moved approval of Item 16; second by Councilmember Sutter.** Councilmember Sutter stated that this was an exciting step forward for the future of the City and underscored that the funds were available because of fiscal responsibility. **The motion was approved with a unanimous 6-0 vote, Sung abstained.**

17. Consider A **Resolution Authorizing The City Manager To Negotiate And Execute The Purchase of Approximately 2.2 Acres Of Land Owned by Berkshire Hathaway Automotive, LLC, Located At 1301 South IH-35E, 1411 South IH-35E, 1428 Elm Street, 1211 South IH-35E And 1212 South Broadway, Collectively Known As Van Hyundai, In An Amount Not To Exceed \$3,520,000.00.**

Mayor Pro Tem Sung returned to the virtual meeting.

Mayor Falconer referred to the discussion in the Pre Meeting and felt it was another exciting strategic property to continue the expansion and growth of the area. He explained that the funds are derived from sales and use tax savings over the years.

**Councilmember Blanscet moved approval of Item 17; second by Mayor Pro Tem Sung.** Councilmember Babick felt it was a win-win; a win for Van Hyundai and a win for the City. **The motion was approved with a unanimous 7-0 vote.**

## **PUBLIC FORUM**

18. **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 wanting to speak should join through Zoom by visiting <https://us02web.zoom.us/j/81670972684?pwd=YVVVVjBaT2ZnaThWcElvbDVZUTZqUT09>; Password: 221981; Or by calling one-tap: US: +1-346-248-7799; Webinar ID: 816 7097 2684; Password: 221981. Speakers must state their name and address, direct their comments to the presiding officer rather than to individual Council members or staff; speak clearly into their device; Speakers will be allowed 2 minutes for testimony; Speakers making personal, impertinent, profane or slanderous remarks may be removed from the room; Unauthorized remarks, 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.*

There were no speakers.

Mayor Falconer adjourned the Regular meeting at approximately 7:38 pm and announced the Council would reconvene in Worksession.

### **\*\*\*WORKSESSION\*\*\***

Mayor Falconer reconvened the Worksession at 7:38 pm.

#### **6. Receive COVID-19 Response Updates.**

Mayor Falconer explained the funding that the City would receive due to the CARES Act and stated that the funds are for expenses due to the direct response to the crisis. He explained that the City is

currently working with all three counties on how to integrate rental assistance and business grant assistance for Carrollton businesses and residents. He talked about the desire to keep things consistent across each county and across the city. He felt the ‘Safe to Work’ and ‘Safe to Shop’ programs have been successful and underscored that this is a difficult time.

City Manager Erin Rinehart stated they would have more information fairly quickly on programs as well as hand sanitizer distribution.

Mayor Pro Tem Sung asked for clarification. Mayor Falconer explained that with the Safe to Work program, they receive a pack of hand sanitizer, social distancing stickers, masks and information. The individual hand sanitizers would primarily be for the residents. He stated that the Metrocrest Chamber through Erin Carter is administering the City’s small business support and encouraged businesses to contact the Metrocrest Chamber. He added that a business is not required to be a member of the Chamber to receive assistance.

Councilmember Blanscet asked if Carrollton has to ensure that the funds coming from the three counties only go to residents of that portion of Carrollton. Mayor Falconer replied that the question is still being addressed and Carrollton felt that distributing by county would be difficult.

Councilmember Babick asked if the City had examined the potential of establishing a grant for small businesses. He also commended Erin Carter with the Metrocrest Chamber announcing that they would be hosting a session with Dallas County Commissioner J.J. Koch. He also asked if the School Districts were receiving funding. Mayor Falconer replied that there is not anything specifically allocated to the schools through the CARES Act because the funds are for the residents, students included, who are getting a pro rata allocation of funds. He stated there may be other ways that the schools are getting funding but he could not speak to it. In response to the first question, Mayor Falconer stated that how the City uses the funds it receives is in three categories; direct expenses by the City, assistance to the residents in the form of food / rental assistance, and assistance to the businesses. Mayor Falconer stated they are still working to develop the rules, and information would be provided to the Council. He added that the staff members involved are the City Manager, the City Attorney and the Emergency Management Coordinator.

## **7. Mayor and Council reports and information sharing.**

**ADJOURNMENT** - Mayor Falconer adjourned the meeting at 8:08 pm.

**ATTEST:**

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Laurie Wilson, City Secretary

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Kevin W. Falconer, Mayor