

**CARROLLTON CITY COUNCIL
REGULAR MEETING AND WORKSESSION
AUGUST 20, 2024**

The City Council of the City of Carrollton, Texas convened in a Regular Meeting and Worksession on Tuesday, August 20, 2024 at 5:45 p.m. with the following members present: Mayor Steve Babick, Mayor Pro Tem Richard Fleming, Deputy Mayor Pro Tem Christopher Axberg, Councilmembers Nancy Cline, Jason Carpenter, Andrew Palacios, Daisy Palomo, and Rowena Watters. Also present were City Manager Erin Rinehart, Assistant City Manager Chrystal Davis, Chief Financial Officer Diana Vaughn, City Attorney Meredith Ladd and City Secretary Chloe Sawatzky.

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.

Worksession Item 4 was addressed next.

Executive Session was convened following the conclusion of the Worksession Item 6.

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

2. Council convened into Executive Session at 8:06 p.m. pursuant to Texas Government Code:
 - **Section 551.071** for private consultation with the City Attorney to seek legal advice with respect to pending and contemplated litigation and including all matters on this agenda to which the City Attorney has a duty under the Texas Rules of Discipline and Professional Conduct regarding confidential communication with the City Council.
 - Section 551.074 to discuss personnel matters.
 - Annual Review of the City Attorney
3. Council reconvened in Open Session at 9:44 p.m. to consider action, if any, on matters discussed in the Executive Session. No action was taken.

Meeting adjourned at the conclusion of the Executive Session.

*****WORKSESSION*****

4. Discuss Fiscal Year 2025 Funding Recommendations of the Community Service Committee.

Melissa Everett, Finance Director, advised she is the staff liaison for the Community Service Committee. She reviewed that the Community Funding Policy was rewritten and adopted by Council in April 2024. Notice of the application period for city funding was posted online, in the Utility Billing

Newsletter and on social media. Sixteen applications were received between May 1st and June 7th. The applicants presented their proposals to the Committee on July 9th. It was noted that the Children's Advocacy Center and Metrocrest Services presented their requests to the entire Council in May.

Councilmember Nancy Cline stated that she, along with Councilmembers Watters and Axberg are on the Funding Committee and heard the presentations from the applicants. A spreadsheet of the Committee's recommendations was provided to the Council. Councilmember Cline added that there are some new requests on the list, in particular from the United Way of Denton County. Councilmember Richard Fleming stated that the Juneteenth organization will be submitting a late application. Ms. Everett stated that the policy as it is written does not allow for late submittals. She added however that an ATB has been submitted for Council consideration to possibly provide an opportunity for mid-year applicants.

Ms. Everett stated that in regard to the spreadsheet totals, there is the usual 3 percent growth built in. It was noted that more funding was requested than is recommended. Councilmember Cline added that consideration is given to the applicants for use of City facilities, when possible, without facility use fees.

Mayor Babick asked whether the Committee could reconsider the list. Councilmember Cline responded with the amount the committee allocated to Metrocrest Services and the Children's Advocacy Center and highlighted their original requests. Councilmember Axberg commented that, should the Council reconsider the total funding, the Committee could go back and reallocate.

Councilmember Carpenter commented on whether those who have not used all of their previously awarded amount be provided full amounts in the subsequent year. Clarification and discussion on the spreadsheet followed.

5. Discuss Fiscal Year 2025 Proposed Budget, Tax Rate, and Fee Changes.

Chief Financial Officer, Diana Vaughn, advised that this item is to review the proposed ATBs under consideration that are in addition to the base budget. This includes recurring expense items, such as increased salaries, added staff positions, retirement funding, and non-recurring expense for related vehicles and equipment for new positions. She stated that a 3 percent increase to personnel salaries is built into the base budget and on the list is a possible additional .5 percent raise.

The possible addition of Juneteenth as a holiday for employees was discussed. The cost involved would be for Public Safety and Public Works overtime. Facilities such as the Library and Pool would be closed. A Floating Holiday was discussed as an alternative. Staff will evaluate the cost for that as an option.

Mayor Babick added that the budget includes a tax cut that was required by the State Legislature. He proposed the amount be raised to a full 1.5 percent tax cut. There was a consensus among Council to include the 1.5 percent cut.

The non-recurring items were discussed next. An item on the list of non-recurring/onetime expense items was the screening wall program. It was reviewed and Mayor Babick suggested reducing the proposed amount by one-half so that the Redevelopment Committee can review and make their recommendations. He also recommended reducing the Channel Maintenance Pilot Program until the FEMA Study is completed.

At 6:58 p.m. Mayor Babick adjourned Work Session Item 5 to convene the Regular Meeting.

After the conclusion of the Regular Meeting the Work Session was reconvened at 7:14 p.m.

Discussion continued regarding a possible TxDOT Green Ribbon Program grant for landscaping along Parker Road at Hebron that includes a financial commitment from the City. Mayor Babick suggested sending it to the Development Committee for review. Councilmember Cline suggested necessary underground infrastructure be included for future street lighting. Upon further discussion regarding this item, Council left it on the list as presented. Other items discussed included the IT Department’s ATBs, the Internship Program, street replacements, employee referral program, TC Rice, and others. Consensus among Council was reached on the list of items as presented with the exception of reducing amounts for screening walls and channel maintenance, highlighting there might be other opportunities for those programs.

After completing the list review, Mayor Babick recommended granting the full amounts requested for Metrocrest Services and Children’s Advocacy Center and allocating additional percentage to employee raises. He advised that staff would tweak the numbers to present a balanced budget at the next meeting on September 10, 2024.

6. Mayor And Council Reports And Information Sharing.

Council reviewed their recent activities and upcoming events.

Worksession concluded at 8:06 p.m. Executive Session was held next.

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

Mayor Babick called the Regular meeting to order at 7:07 p.m.

INVOCATION – Councilmember Rowena Watters

PLEDGE OF ALLEGIANCE – Councilmember Jason Carpenter

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 Cline moved to approve Consent Agenda Items 8-18; second by Councilmember Palacios. The motion was approved with a unanimous 7-0 vote.

MINUTES

- *8. Consider Approval of the August 6, 2024 Regular Meeting Minutes.**

BIDS & PURCHASES

- *9. Consider Approval Of RFQ #24-039 For Qualified Hotel Legislative Consultant To Focused Advocacy In The Amount Of \$150,000.00 Annually, For A One-Year Agreement.**

RESOLUTIONS

- *10. Consider A Resolution Authorizing The Defeasance and Redemption Of A Portion Of The Outstanding City of Carrollton, Texas, General Obligation Improvement and Refunding Bonds, Series 2015, Approving And Authorizing The Execution Of An Escrow Agreement For The Deposit Of Funds In An Amount Sufficient To Defeas Such Bonds; And Resolving Other Matters Incident And Related Thereto; And Providing An Effective Date.**
- *11. Consider A Resolution Authorizing The City Manager To Execute A Professional Services Contract With Bridgefarmer And Associates, Inc. For Engineering Services Related To The Design And Plan Preparation Of The Quiet Zone #3 Downtown Carrollton Project In An Amount Not To Exceed \$575,000.00.**
- *12. Consider A Resolution Accepting The Investment Officer’s Quarterly Report For Third Quarter Ended June 30, 2024.**
- *13. Consider A Resolution Authorizing The City Manager To Negotiate And Execute A Professional Services Contract With Lockwood, Andrews And Newman, Inc., For Engineering Services Related To Design The Hutton Branch - I35 To West Belt Line Erosion Repair Project In An Amount Not To Exceed \$362,363.00.**
- *14. Consider A Resolution Authorizing The City Manager To Negotiate And Execute Contract Amendment No. 1 With AECOM For General Engineering Consultant Services Related To Project Management In An Amount Not To Exceed \$500,000.00, For A Revised Contract Amount Not To Exceed \$762,500.00.**

- *15. Consider A Resolution Authorizing The City Manager To Negotiate And Execute Contract Change Amendment No. 1 With HDR Engineering, Inc. For The Localized Drainage Project Program Phase 1, In An Amount Not To Exceed \$155,300.00, Increasing The Total Project Contract To An Amount Not To Exceed \$1,137,742.00.
- *16. Consider A Resolution Authorizing The City Manager To Enter Into A Demolition Grant and Rehabilitation Incentive Agreement On An Eligible Property Located At 1607 N. Denton Dr. And Located Within A Neighborhood Empowerment Zone, In A Total Grant Amount Not To Exceed \$31,051.76.
- *17. Consider A Resolution Authorizing The City Manager To Accept The Award Of The 2024 Texas Motor Vehicle Crime Prevention Authority Catalytic Converter Grant For A Total Of \$221,000.
- *18. Consider A Resolution Authorizing The City Manager To Enter Into A Professional Services Agreement With FLOCK For A One-Year Lease Of 57 IP Cameras In An Amount Not To Exceed \$268,300.

PUBLIC FORUM

19. **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.

Mayor Babick opened the public forum.

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

At 7:09 p.m. the Regular Meeting concluded and Mayor Babick continued Work Session Item 5.

ADJOURNMENT - Mayor Babick adjourned the meeting at 9:44 p.m.

ATTEST:

Chloe Sawatzky, City Secretary

Steve Babick, Mayor