

City of Carrollton

1945 E. Jackson Road
Carrollton, TX 75006



REGULAR WORKSESSION & MEETING

Tuesday, March 24, 2026

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 to the governmental body under the Texas Disciplinary Rules of Professional Conduct regarding confidential communication with the City Council.
 - **Section 551.087** to discuss Economic Development.
3. Council will reconvene in open session to consider action, if any, on matters discussed in the Executive Session.

*****WORKSESSION*****

4. Present **Information Technology Project Updates.**
5. **Mayor And Council Reports And Information Sharing.**

*****REGULAR MEETING 7:00 PM*******INVOCATION - Councilmember Rowena Watters****PLEDGE OF ALLEGIANCE - Councilmember Richard Fleming****PRESENTATIONS**

6. Present **Certificates To Carrollton-Farmers Branch High School Students For The Completion Of The Vector Fleet Management Automotive Apprenticeship Program.**
7. Present **Proclamation To The American Red Cross Recognizing Red Cross Month.**
8. Present **Proclamation Recognizing Women's History Month.**

CITIZEN COMMENT

9. **Citizen Comment is the opportunity for citizens/visitors to speak on items listed on the posted meeting agenda. Citizens/visitors wishing to address the Council regarding items not on the posted meeting agenda will have the opportunity to speak during the Public Forum.**

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CONSENT AGENDA

*(*All items marked with a single asterisk are part of the Consent Agenda and require no deliberation by the Council. Council may approve all items in this section with a single vote. Each Council member has the prerogative of removing an item from this section so that it may be considered separately. Contracts and agreements are available upon request.)*

MINUTES

- *10. Consider **Approval Of The March 3, 2026 Regular Meeting Minutes.**

BIDS & PURCHASES

- *11. Consider **Authorizing The City Manager To Enter Into An Agreement With Onyx Paving & Utility, LLC Pursuant To Bid #26-011 For Boring And Trenching Services In An Amount Not To Exceed \$667,000.00 Annually, For A Total Three-Year Contract Amount Not To Exceed \$2,001,000.00.**

CONTRACTS & AGREEMENTS

- *12. Consider **Authorizing The City Manager To Enter Into An Agreement With Onyx Paving & Utility, LLC. Pursuant To BID #26-010 For Sidewalk Replacement Program In An Amount Not To Exceed \$400,000.00 Annually, For A Total Three-Year Contract Amount Not To Exceed \$1,200,000.00.**

- *13.** Consider **Authorizing The City Manager To Enter Into An Agreement With Road Master Striping, Llc Through An Interlocal Contract With The City Of Allen For Street Pavement Marking Services In An Annual Amount Not To Exceed \$400,000.00.**

RESOLUTIONS

- *14.** Consider A **Resolution Nominating A Candidate To Fill A Vacancy On The Denton Central Appraisal District For The Board Of Directors.**
- *15.** Consider A **Resolution Authorizing A Third Extension To A Civil Service Employee's Injury Leave As It Pertains To Texas Local Government Code Chapter 143.073.**
- *16.** Consider A **Resolution Of The City Council Of The City Of Carrollton, Texas, Authorizing The City Manager To Take All Necessary Action Related To The Submission Of Applications Through The 2025 Homeland Security Grant Program And Acceptance Of Specific Awards Under The 2025 Urban Area Security Initiative (UASI) Grant And The 2025 State Homeland Security Program Grant In An Amount Not To Exceed \$300,000.**
- *17.** Consider A **Resolution Of The City Council Of The City Of Carrollton, Texas, Authorizing The City Manager To Take All Necessary Action Related To The Submission Of Applications Through The 2026 Homeland Security Grant Program And Acceptance Of Specific Awards Under The 2026 Urban Area Security Initiative (UASI) Grant And The 2026 State Homeland Security Program Grant In An Amount Not To Exceed \$300,000.**
- *18.** Consider A **Resolution Authorizing The City Manager To Enter Into A Project Specific Agreement With Dallas County Road And Bridge District #4 For The Mill And Asphalt Overlay Of Various Streets Located Within Park Terrace Subdivision In An Amount Not To Exceed \$675,424.99.**
- *19.** Consider A **Resolution Approving The Appointment Of New Members Of The Carrollton Police Reserve Pursuant To The Carrollton Code of Ordinances, Section 35.60(B), Which Authorizes Such Appointment By The Chief of Police.**

PUBLIC HEARING - INDIVIDUAL CONSIDERATION

- 20.** Hold A **Public Hearing And Consider A Resolution Adopting The Amended Program Year 2025 Community Development Block Grant One-Year Plan Of Action And Budget.**

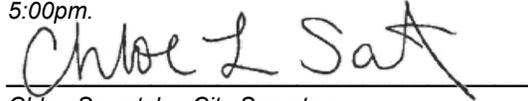
PUBLIC FORUM

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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 18th day of March 2026 at 5:00pm.



Chloe Sawatzky, City Secretary

This building is wheelchair accessible. To request accommodations or sign language interpretive services, please contact the City Secretary's Office at least 72 hours in advance by email at citysecr@cityofcarrollton.com or by phone at 972-466-3001. The City of Carrollton provides opportunities and services 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 post agendas for such events; however, there is no legal requirement to do so and in the event a notice is not posted for such functions, 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: 7585

Agenda Date:

Version: 1

Status: Pre-meeting

In Control: City Council

File Type: Procedural Item

Agenda Number: 1.

Receive **information and discuss agenda.**



City of Carrollton

1945 E. Jackson Rd
Carrollton TX 75006

Agenda Memo

File Number: 5215

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 to the governmental body under the Texas Disciplinary Rules of Professional Conduct regarding confidential communication with the City Council.
- **Section 551.087** to discuss Economic Development.



City of Carrollton

1945 E. Jackson Rd
Carrollton TX 75006

Agenda Memo

File Number: 5218

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: 7583

Agenda Date: 3/24/2026

Version: 1

Status: Work Session

In Control: City Council

File Type: Work Session Item

Agenda Number: 4.

CC MEETING: March 24, 2026

DATE: March 11, 2026

TO: Erin Rinehart, City Manager

FROM: Chris Chiancone, Chief Information Officer
Chrystal Davis, Assistant City Manager

Present **Information Technology Project Updates.**



City of Carrollton

1945 E. Jackson Rd
Carrollton TX 75006

Agenda Memo File Number: 5231

Agenda Date:

Version: 1

Status: Work Session

In Control: City Council

File Type: Work Session Item

Agenda Number: 5.

Mayor And Council Reports And Information Sharing.



Agenda Memo

File Number: 7578

Agenda Date: 3/24/2026

Version: 1

Status: Presentations

In Control: City Council

File Type: Presentations

Agenda Number: 6.

CC MEETING: March 24, 2026

DATE: March 9, 2026

TO: Erin Rinehart, City Manager

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

Present Certificates To Carrollton-Farmers Branch High School Students For The Completion Of The Vector Fleet Management Automotive Apprenticeship Program.

BACKGROUND:

The presentation of Certificates of Completion by Vector Fleet Management gives the City of Carrollton the opportunity to recognize the Vocational students at CFBISD who have completed the automotive apprenticeship program run in partnership by CFBISD, Vector Fleet Management, and the City of Carrollton. These students now have real life experience in a working shop environment and are ready to be successful after high school.

IMPACT ON COMMUNITY SUSTAINABILITY:

This recognition exemplifies the City's resolve to attract and retain a diverse, motivated and qualified team through cooperative partnerships and programs with vendors and other governmental programs.

STAFF RECOMMENDATION/ACTION DESIRED:

Staff requests that Mayor Babick present Certificate of Completion plaques to the students of CFBISD, who have completed the apprenticeship program with Vector Fleet Management.



City of Carrollton

1945 E. Jackson Rd
Carrollton TX 75006

Agenda Memo

File Number: 7574

Agenda Date: 3/24/2026

Version: 1

Status: Presentations

In Control: City Council

File Type: Presentations

Agenda Number: 7.

City Council Meeting Date: March 24, 2026

Date: March 13, 2026

To: Erin Rinehart, City Manager

From: Chloe Sawatzky, City Secretary

Present **Proclamation To The American Red Cross Recognizing Red Cross Month.**



City of Carrollton

1945 E. Jackson Rd
Carrollton TX 75006

Agenda Memo

File Number: 7587

Agenda Date: 3/24/2026

Version: 1

Status: Presentations

In Control: City Council

File Type: Presentations

Agenda Number: 8.

City Council Meeting Date: March 24, 2026

Date: March 16, 2026

To: Erin Rinehart, City Manager

From: Chloe Sawatzky, City Secretary

Present **Proclamation Recognizing Women's History Month.**



Agenda Memo

Agenda Date:

Version: 1

Status: Public Forum

In Control: City Council

File Type: Public Forum

Agenda Number: 9.

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City of Carrollton

1945 E. Jackson Rd
Carrollton TX 75006

Agenda Memo

File Number: 7586

Agenda Date: 3/24/2026

Version: 1

Status: Consent Agenda

In Control: City Council

File Type: Minutes

Agenda Number: *10.

City Council Meeting Date: March 24, 2026

Date: March 13, 2026

To: Erin Rinehart, City Manager

From: Chloe Sawatzky, City Secretary

Consider **Approval Of The March 3, 2026 Regular Meeting Minutes.**

**CARROLLTON CITY COUNCIL
REGULAR MEETING AND WORKSESSION
MARCH 3, 2026**

The City Council of the City of Carrollton, Texas convened in a Regular Meeting and Worksession on Tuesday, March 3, 2026 at 5:45 p.m. with the following members present: Mayor Steve Babick, Mayor Pro Tem Christopher Axberg, Deputy Mayor Pro Tem Daisy Palomo, Councilmembers Nancy Cline, Jason Carpenter, Andrew Palacios, Richard Fleming, 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.

5:45 P.M. – COUNCIL BRIEFING ROOM

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

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

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

Mayor Babick advised that Consent Items 9 and 10 would have a presentation. He reviewed the following information regarding these items:

Mayor Babick provided an overview of Items 9 and 10. Item 9 involves a proposed Interlocal Agreement with Dallas Area Rapid Transit (DART) establishing a six-year General Mobility Program that will distribute funding to eligible service area cities for transportation-related projects. The North Central Texas Council of Governments will supplement the program with additional funding beginning in FY 2027, increasing annually through FY 2031. Cities must remain DART members to be eligible for the funds, which are scheduled to be distributed annually beginning October 1, 2026.

Item 10 relates to a proposed agreement between the City and DART to support development within Tax Increment Reinvestment Zones (TIRZ). The agreement would allow DART to invest in redevelopment projects within designated zones to encourage transit-oriented development, increase ridership, and support economic growth.

Discussion followed.

Item 3 was addressed at this time.

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

Executive Session was convened following the conclusion of the Regular Meeting.

1. Council convened into Executive Session at 7:44 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 551.087** to discuss Economic Development.

2. Council reconvened in Open Session at 7:51 p.m. to consider action, if any, on matters discussed in the Executive Session. No action was taken.

*****WORKSESSION*****

3. Discuss **Multi-Year Budget And Financial Forecast.**

Melissa Everett, Director of Finance, provided an overview of the City’s multi-year budget and financial forecast for fiscal years 2027–2031 for the General Fund and Utility Fund, noting it serves as an early preview of the FY 2026–2027 budget. She reviewed economic conditions, including legislative impacts from the 89th Regular Legislative Session, ballot propositions from the March 3, 2026 Primary Election, tariff impacts, and national economic indicators.

Ms. Everett summarized General Fund projections, noting ad valorem tax revenues are on track for FY2026 with a projected 3.5% increase in FY2027. Sales tax revenues are expected to remain flat, while franchise fees are stable, fines and forfeitures are projected to decrease slightly, and service charges are expected to increase. Expenditure projections include 2% annual employee compensation increases and 5% annual increases in employee health insurance costs. She also reviewed rising operational costs, planned capital and equipment expenditures, and noted that upcoming fire stations will be funded through Save-As-You-Go funding. The Hotel Motel Fund will provide \$400,000 for Festival at the Switchyard expenses.

Utility Fund projections were also reviewed, including potential rate increases over the next five years. Water and sewer consumption is projected to increase by approximately 2% annually, while Dallas Water Utilities costs are expected to increase by 5% annually and sewer treatment costs by 1% annually. Ms. Everett also noted the implementation of a new storm water drainage fee.

A schedule for upcoming budget meetings and submittals was provided. Mayor Pro Tem Axberg requested that staff provide information at a future meeting regarding the impact of economic decisions on the City’s financial forecast.

Mayor Babick advised Council to turn in their questions to staff.

4. **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 7:08 p.m.

INVOCATION – Deputy Mayor Pro Tem Daisy Palomo

PLEDGE OF ALLEGIANCE – Councilmember Andrew Palacios

PRESENTATIONS

5. Present **Certificate to the Mayor’s Spotlight Award Recipient.**

This item was not addressed.

6. Present Life Saving Award To Care Team Members, Firefighters, Police Officers, And Dispatchers For Their Work In Achieving First Avive 4MC Save.

Fire Chief Thompson recognized Care Team Members: Firefighters, Police Officers, Dispatchers, Medical Personnel and other individuals who were instrumental in responding to an individual who suffered a cardiac event. This was the first Avive 4MC save in the State of Texas and resulted in the individual recovering.

Mayor Babick offered comments regarding Carrollton and this life saving program. Certificates and Challenge Coins were issued to Care Team Members.

CITIZEN COMMENT

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Mayor Babick opened the citizen comment period.

Keun Lee spoke regarding Item 9 and a possible funding gap for DART.

Mayor Babick closed the citizen comment period.

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.)*

Deputy Mayor Pro Tem Palomo moved to approve Consent Agenda Items 8-19; second by Mayor Pro Tem Axberg. The motion was approved with a unanimous 7-0 vote.

MINUTES

- *8. Consider Approval Of The February 17, 2026 Regular Meeting Minutes.**

CONTRACTS & AGREEMENTS

- *9. Consider Authorizing The City Manager To Enter Into An Interlocal Agreement For General Mobility Funds With Dallas Area Rapid Transit.**
- *10. Consider Authorizing The City Manager To Enter Into An Interlocal Cooperation Agreement For Contributions To Tax Increment Reinvestment Zones With Dallas Area Rapid Transit.**
- *11. Consider Authorizing The City Manager To Enter Into An Agreement With Catapult Staffing, LLC, Through DIR Purchasing Cooperative, For Staffing Services In A Total Amount Not To Exceed \$1,200,000.00.**
- *12. Consider Authorizing The City Manager To Enter Into An Agreement With Bound Tree Medical LLC Pursuant To An Interlocal Agreement With The City Of Midlothian For RFP 10.2025_1 2025-28 Emergency Medical System (EMS) Supplies, In An Amount Not To Exceed \$250,000.00 Annually, For A Total Five-Year Contract Amount Not To Exceed \$1,250,000.00.**
- *13. Consider Authorizing The City Manager To Approve A Construction Contract With Garret Shields Infrastructure, LLC For The Whitlock Addition Street Reconstruction Phase 3 Project In An Amount Not To Exceed \$7,007,354.10.**
- *14. Consider Authorizing The City Manager to Execute Change Order No. 04 With Gomez Floor Covering, Inc. Dba GFC Contracting, For Additional Work On The City Hall Basement Remodel Project In An Amount Not To Exceed \$3,979.00, Increasing The Total Project Contract To \$965,925.00.**
- *15. Consider Authorizing The City Manager To Execute Change Order No. 04 With Camino Construction, LP. For Additional Work As Part Of Country Villas Street Reconstruction Project, In An Amount Not To Exceed \$18,000.00, Increasing The Total Project Contract To An Amount Not To Exceed \$8,065,045.00.**
- *16. Consider Authorizing The City Manager To Enter Into An Agreement With Solid Border, Through Texas DIR Purchasing Cooperative, For Managed Security Services In An Annual Amount Not To Exceed \$160,000.00, For A Three-Year Total Not To Exceed \$480,000.00.**

RESOLUTIONS

- *17. Consider Approval Of A Resolution Appointing A Member To The Museum And Historic Advisory Committee.**
- *18. Consider A Resolution Authorizing The City Manager To Negotiate And Execute A Professional Services Agreement With Hoefer Welker, LLC, For Design, Plan**

Preparation And Construction Administration Assistance For The Fire Station 5 And South Service Center Replacement Project In An Amount Not To Exceed \$2,835,000.00.

- *19. Consider A Resolution Authorizing The City Manager To Negotiate And Execute A Professional Services Agreement With Kimley-Horn Associates, Inc. For Engineering Services Related To Intersection Improvements At Josey Lane And Parker Road In An Amount Not To Exceed \$390,700.00.**

PUBLIC HEARING – INDIVIDUAL CONSIDERATION

- 20. Hold A Public Hearing To Consider An Ordinance Amending The Zoning To Establish A Special Use Permit To Allow Other Motor Vehicle Sales On An Approximately 8.79 Acre Lot Zoned (LI) Light Industrial District And Located At 1519 West Belt Line Road; Amending The Official Zoning Map Accordingly. Case No. PLSUP 2025-163 Romco Auto Sales.**

Planning Manager Loren Shapiro presented this item. He advised the applicant, who has a business at this location in Carrollton since 2017, would like to be able to display larger construction vehicles for sale at this site. There are three display areas planned. A conceptual site plan was provided. Staff is recommending approval.

Councilmember Cline inquired whether there is existing paving in the display areas, voicing concerns over drainage. Mr. Shapiro advised the paving is existing.

Mayor Babick asked if the applicant would like to speak. The applicant was not present.

Deputy Mayor Pro Tem Palomo asked if the display areas are enclosed areas or open areas. Mr. Shapiro advised the areas are enclosed by security fencing and are toward the rear of the property.

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

Councilmember Carpenter moved to approve Item 20; second by Mayor Pro Tem Axberg. The motion was approved with a 6-1 vote. Councilmember Cline voted in opposition.

PUBLIC FORUM

- 21. Public Forum is the opportunity for citizens/visitors to speak on items not listed on the posted meeting agenda. Citizens/visitors wishing to address the Council regarding items on the posted meeting agenda will have the opportunity to speak during the Citizen Comment.**

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Mayor Babick opened the public forum.

Emily Ferric: Spoke regarding immigration enforcement in Denton and Dallas County areas of Carrollton.

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

At 7:40 p.m. the Regular Meeting concluded. Mayor Babick continued with the Executive Session.

ADJOURNMENT - Mayor Babick adjourned the meeting at 7:40 p.m.

ATTEST:

Chloe Sawatzky, City Secretary

Steve Babick, Mayor



Agenda Memo
File Number: 7571

Agenda Date: 3/24/2026

Version: 1

Status: Consent Agenda

In Control: City Council

File Type: Bid/Purchases

Agenda Number: *11.

City Council Meeting Date: March 24, 2026

Date: March 4, 2026

To: Erin Rinehart, City Manager

From: Jody Byerly, Director Of Public Works
Shannon Hicks, Assistant City Manager

Consider **Authorizing The City Manager To Enter Into An Agreement With Onyx Paving & Utility, LLC Pursuant To Bid #26-011 For Boring And Trenching Services In An Amount Not To Exceed \$667,000.00 Annually, For A Total Three-Year Contract Amount Not To Exceed \$2,001,000.00.**

Background:

On January 5, 2026, the City issued BID #26-011 for Boring and Trenching. Bid notifications were posted online. Interested vendors were contacted and advertisements were placed in the Dallas Morning News. The bid closed on January 29, 2026. Two vendors submitted a response. Departments reviewed the submissions and selected Onyx Paving & Utility based on the lowest responsive bid overall. The award will be for a one-year initial term. The award also includes two additional one-year renewal options, if mutually agreed upon by the City and the vendor, for a potential three-year total contract not to exceed \$2,001,000.00.

This vendor has not been used by Carrollton in the past. Based on references from other municipalities, Onyx Paving & Utility, LLC is in good standing with the City of Rowlett and Mission Site Services.

Financial Implications:

The boring and trenching listed in BID #26-011 will be purchased from budgeted funds from the cost center and in the amount as listed below.

<u>COST CENTER</u>	<u>LINE ITEM</u>	<u>BUDGET AMOUNT</u>
404001 Traffic Operations	60925/60950	\$100,000.00
854660 Residential	124540499	\$507,000.00

Streetlights		
854360 Parks CIP	854360	\$60,000.00

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 that City Council authorize the City Manager to approve an agreement with Onyx Paving & Utility, LLC pursuant to bid #26-011 from Boring and Trenching Services in an amount not to exceed \$667,000.00 annually, for a three-year total contract amount not to exceed \$2,001,000.00.

Event Number	BID #26-011 Addendum 1	Organization	City of Carrollton Purchasing
Event Title	Boring and Trenching	Workgroup	Purchasing
Event Description	The City of Carrollton is soliciting sealed bids	Event Owner	Priscilla Ann Gonzalez
Event Type	Low Bid	Email	priscillaA.gonzalez@cityofcarrollton.com
Issue Date	1/5/2026 02:00:03 PM (CT)	Phone	(972) 466-3384
Close Date	1/29/2026 03:00:00 PM (CT)	Fax	

Responding Supplier	City	State	Response Submitted	Lines Responded	Response Total
Onyx Paving & Utility, LLC	Mesquite	TX	1/29/2026 10:15:07 AM (CT)	11	\$314,350.00
West Texas Rebar Placers, Inc.	Dallas	TX	1/29/2026 01:55:39 PM (CT)	11	\$638,750.00

Please note: Lines Responded and Response Total only includes responses to specification. No alternate response data is included.



Agenda Memo
File Number: 7570

Agenda Date: 3/24/2026

Version: 1

Status: Consent Agenda

In Control: City Council

File Type:
Contracts/Agreements

Agenda Number: *12.

City Council Meeting Date: March 24, 2026

Date: March 4, 2026

To: Erin Rinehart, City Manager

From: Jody Byerly, Director Of Public Works
Shannon Hicks, Assistant City Manager

Consider Authorizing The City Manager To Enter Into An Agreement With Onyx Paving & Utility, LLC. Pursuant To BID #26-010 For Sidewalk Replacement Program In An Amount Not To Exceed \$400,000.00 Annually, For A Total Three-Year Contract Amount Not To Exceed \$1,200,000.00.

Background:

This contract will be utilized by the Public Works Department to offer residents an option to participate in the 90/10 Matching Grant Sidewalk Replacement Program. This program allows for replacement of eligible substandard public sidewalks in residential neighborhoods where no maintenance or replacement projects are currently planned. Under this program the property owner contributes ten percent of the funds required for the replacement of substandard sections of sidewalk with the City providing the other ninety percent of the cost.

On January 5, 2026, the City issued BID #26-010 For Sidewalk Replacement. Bid notifications were posted online, and interested vendors were contacted, as well as advertisements placed in the Dallas Morning News. Sixteen vendors submitted responses.

The Public Works Department reviewed the submissions based on the lowest responsive and responsible vendor. The lowest bidder was considered non-responsive due to not providing all required bid documentation and the second lowest bidder has a previous unsatisfactory relationship with the City. Onyx Paving & Utility, LLC was selected as the most responsive based on price and ability to meet the requirements of the City.

Financial Implications:

The services on BID #26-010 will be purchased from budgeted funds from the cost center and in the

amount as listed below.

<u>ACCOUNTING UNIT</u>	<u>ACTIVITY NUMBER</u>	<u>BUDGET AMOUNT</u>
854201	100750299	\$400,000.00
Neighborhood Partnership CIP Tax		

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 Onyx Paving & Utility, LLC pursuant to BID #26-010 for Sidewalk Replacement Program in an amount not to exceed \$400,000.00 annually, for a total three-year contract amount not to exceed \$1,200,000.00.

Event Number	BID #26-010 Addendum 1	Organization	City of Carrollton Purchasing
Event Title	Sidewalk Replacement	Workgroup	Purchasing
Event Description	The City of Carrollton is soliciting sealed bids	Event Owner	Priscilla Ann Gonzalez
Event Type	Low Bid	Email	priscillaA.gonzalez@cityofcarrollton.com
Issue Date	1/5/2026 01:00:00 PM (CT)	Phone	(972) 466-3384
Close Date	1/21/2026 03:00:00 PM (CT)	Fax	

Responding Supplier	City	State	Response Submitted	Lines Responded	Response Total	Notes
Texas Made Ramirez Constructi	Dallas	TX	1/21/2026 02:59:10 PM (CT)	10	\$294,750.00	Non-responsive based on they did not submit a signed bid bond as required. The entrie document is blank.
KenDo Contracting LP	DeSoto	TX	1/20/2026 02:18:15 PM (CT)	10	\$330,000.00	Previously used contractor by Public Works and was terminated for performance issues.
Onyx Paving & Utility,LLC	Mesquite	TX	1/21/2026 09:17:53 AM (CT)	10	\$404,910.00	
R&A Legacy Construction LLC	fort worth	TX	1/21/2026 12:46:35 PM (CT)	10	\$477,500.00	
B & E CONCRETE PAVING LLC	FRISCO	TX	1/20/2026 01:04:54 PM (CT)	10	\$490,675.00	
Vernara	Dallas	TX	1/21/2026 02:26:31 PM (CT)	10	\$549,950.00	
Vescorp Construction	Balch Springs	TX	1/21/2026 12:48:03 PM (CT)	10	\$569,000.00	
Ratliff Hardscape, Ltd	Carrollton	TX	1/21/2026 01:52:44 PM (CT)	10	\$586,387.50	
CAM-CRETE CONTRACTING INC	cedar hill	TX	1/21/2026 12:53:09 PM (CT)	10	\$615,650.00	
CI Pavement (Alderink Enterpris	Grand Prairie	TX	1/16/2026 11:39:50 AM (CT)	10	\$653,782.50	
A&M Construction and Utilities	Rowlett	TX	1/21/2026 01:33:00 PM (CT)	10	\$670,250.00	
Texas Civil Construction (Austin	Royse City	TX	1/19/2026 11:13:34 AM (CT)	10	\$692,910.00	
GRod Construction LLC	Boyd	TX	1/20/2026 06:10:52 PM (CT)	10	\$745,300.00	
G2 General Contractors (GG Co	McKinney	TX	1/20/2026 04:19:33 PM (CT)	10	\$800,280.00	
A&D Paving LLC	Decatur	TX	1/21/2026 09:16:39 AM (CT)	10	\$831,850.00	
Beacon Projects (Threewide De	Carrollton	TX	1/21/2026 12:31:58 PM (CT)	10	\$869,325.00	

Please note: Lines Responded and Response Total only includes responses to specification. No alternate response data is included.
~All bids will be reviewed for responsiveness prior to award.



Agenda Memo
File Number: 7572

Agenda Date: 3/24/2026

Version: 1

Status: Consent Agenda

In Control: City Council

File Type:
Contracts/Agreements

Agenda Number: *13.

Cc Meeting: March 24, 2026

Date: March 4, 2026

To: Erin Rinehart, City Manager

From: Jody Byerly, Director of Public Works
Shannon Hicks, Assistant City Manager

Consider **Authorizing The City Manager To Enter Into An Agreement With Road Master Striping, Llc Through An Interlocal Contract With The City Of Allen For Street Pavement Marking Services In An Annual Amount Not To Exceed \$400,000.00.**

BACKGROUND:

This agreement is for citywide street pavement markings services. The City of Allen issued a bid in January 2024 and entered into an annual contract to perform pavement markings services. The City of Carrollton will use the contract to maximize the performance of this service and complete multiple projects at once. This also allows City crews to focus on the higher priority marking issues such as engineering requests, school zone marking maintenance and intersection marking maintenance.

The award will be for the pavement markings service for a one-year initial term with Road Master Striping, LLC. Prior to the end of the term City staff will review the service and bring before Council a renewal recommendation.

FINANCIAL IMPLICATIONS:

The services will be purchased from budgeted funds for the cost center and amount as listed below.

<u>COST CENTER</u>	<u>LINE ITEM</u>	<u>BUDGET AMOUNT</u>
854460	111990499	\$400,000.00

The staff-recommended approval amount is based on the Public Works Department’s annual budget allocation for pavement markings services.

IMPACT ON COMMUNITY SUSTAINABILITY:

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

STAFF RECOMMENDATION/ACTION DESIRED:

Staff recommends consider authorizing the City Manager to enter into an agreement with Road Master Striping, LLC through an interlocal contract with the City of Allen for street pavement marking services in an annual amount not to exceed \$400,000.00.



Agenda Memo File Number: 7573

Agenda Date: 3/24/2026

Version: 1

Status: Consent Agenda

In Control: City Council

File Type: Resolution

Agenda Number: *14.

CC MEETING: March 24, 2026

DATE: March 4, 2026

TO: Erin Rinehart, City Manager

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

Consider A **Resolution Nominating A Candidate To Fill A Vacancy On The Denton Central Appraisal District For The Board Of Directors.**

BACKGROUND:

Ms. Ann Pomykal was an appointed member of the Denton Central Appraisal District Board of Directors, Place 4. Ms. Pomykal passed away earlier this week, creating a vacancy on the Board of Directors. Pursuant to Section 6.0301(f) of the Texas Property Tax Code, a vacancy in an appointive position on the Denton Central Appraisal District Board of Directors may be filled through a nomination process by eligible taxing units.

Section 6.0301(f) provides that if a vacancy occurs in an appointive position, each eligible taxing unit may nominate a candidate by resolution adopted by its governing body. The nomination must be submitted to the chief appraiser within 45 days of notification of the vacancy. The chief appraiser will then prepare a list of nominees for the Board of Directors, which will appoint a replacement by majority vote.

Nominations must be submitted by written resolution before March 30, 2026.

IMPACT ON COMMUNITY SUSTAINABILITY:

By nominating a candidate to fill the vacancy on the Denton Central Appraisal District Board of Directors, the City ensures continued representation of Carrollton residents and businesses and supports the appropriate growth of the City's tax base.

STAFF RECOMMENDATION/ACTION DESIRED:

To pass a resolution nominating a candidate to fill the vacancy on the Denton Central Appraisal District Board of Directors.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, NOMINATING BUDDY BONNER AS A CANDIDATE TO FILL A VACANCY ON THE BOARD OF DIRECTORS OF THE DENTON CENTRAL APPRAISAL DISTRICT, PLACE 4; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Carrollton, Texas (“City”) is a member of the Denton Central Appraisal District and is entitled to nominate by an official resolution, adopted by its governing body, a candidate to fill a vacancy on the Denton Central Appraisal District Board of Directors in accordance with the Texas Property Tax Code; and

WHEREAS, the Denton Central Appraisal District Board of Directors has received notification of the passing of Ann Pomykal, Board Member, Place 4; and

WHEREAS, Ms. Ann Pomykal was an appointed member of the Denton Central Appraisal District Board of Directors, Place 4, whose term expires on December 31, 2029, and her passing has created a vacancy in the appointive position; and

WHEREAS, Section 6.0301(f) of the Texas Property Tax Code provides that, if a vacancy occurs in an appointive position on the board of directors of an appraisal district, each taxing unit entitled to vote under Section 6.03 may nominate by resolution a candidate to fill the vacancy, and the nomination must be submitted to the Chief Appraiser within 45 days after notification of the vacancy; and

WHEREAS, the City has received official notification of the vacancy and notice of eligibility to nominate one person to fill the unexpired term, with a deadline to submit a nominating resolution to the Chief Appraiser no later than March 30, 2026; and

WHEREAS, the City Council has determined that it is in the best interest of the citizens of the City to nominate Buddy Bonner as the candidate for membership to fill the unexpired term for Place 4 on the Denton Central Appraisal District Board of Directors.

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

Pursuant to Section 6.0301(f) of the Texas Property Tax Code, the City Council hereby nominates the following individual to fill the vacancy for the unexpired term ending December 31, 2029, on the Denton Central Appraisal District Board of Directors:

Place 4: Buddy Bonner

SECTION 3

This Resolution shall take effect upon passage.

DULY PASSED AND APPROVED this 24th day of March 2026.

CITY OF CARROLLTON, TEXAS

By: _____
Steve Babick, Mayor

ATTEST:

Chloe Sawatzky, City Secretary

APPROVED AS TO FORM:

Meredith A. Ladd, City Attorney

APPROVED AS TO CONTENT:

Diana Vaughn, Chief Financial Officer



Agenda Memo File Number: 7575

Agenda Date: 3/24/2026

Version: 1

Status: Consent Agenda

In Control: City Council

File Type: Resolution

Agenda Number: *15.

CC MEETING: March 24, 2026

DATE: March 5, 2026

TO: Erin Rinehart, City Manager

FROM: Roberto Arredondo, Chief of Police
Samantha Dean, Director of Workforce Services

Consider A **Resolution Authorizing A Third Extension To A Civil Service Employee's Injury Leave As It Pertains To Texas Local Government Code Chapter 143.073.**

BACKGROUND:

Police Officer Jennifer Monroe sustained a line-of-duty injury on July 11, 2024. In accordance with Texas Local Government Code Section 143.073, she received the statutory one year of civil service injury leave. Texas Local Government Code Section 143.073 provides that a municipality shall provide to a fire fighter or police officer a leave of absence for an illness or injury related to the person's line of duty. The leave must be at full pay for a period commensurate with the nature of the line-of-duty illness or injury. If necessitated by the illness or injury, the leave must continue for at least one year. At the end of the year, the municipality's governing body may extend the line of duty illness or injury leave at full or reduced pay. If the governing body chooses not to extend the leave, or if the person's salary is reduced below 60 percent of the regular monthly salary, the person may be entitled to retire on pension until able to return. On July 19, 2011, City Council adopted a line of duty injury or illness leave policy that provided for three total extensions of three months each (the "Leave Policy"). The first two extensions are processed administratively, but the third must be considered by City Council. Further, the Leave Policy only allows an extension if the employee has not reached maximum medical improvement ("MMI").

Upon expiration of the one-year entitlement, Officer Monroe requested, and the city previously approved two three-month extensions, totaling six months of additional injury leave. The current extension will end on April 8, 2026.

Officer Monroe was released to light-duty by her physician on December 17, 2024, and subsequently served in a light-duty assignment for ninety days, as allowed by city directive and Police standard

operating procedure. At the conclusion of the ninety-day period, Officer Monroe returned to full-time civil service injury leave.

Officer Monroe continues to receive treatment for her injury and has now requested her final three-month extension of injury leave. Based on current medical information, Officer Monroe is anticipated to return to work in July 2026 and has not reached MMI.

FINANCIAL IMPLICATIONS:

To date, the worker's compensation claims, temporary income benefits (TIBs) and paid injury leave received by Officer Monroe for this injury total \$235,220.40.

STAFF RECOMMENDATION/ACTION DESIRED:

Staff requests Council consider Officer Monroe's request for a third and final civil service injury leave extension which would end on July 7, 2026, or until she returns to work or reaches MMI, if either occur prior to July 7, 2026.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, AUTHORIZING A THIRD EXTENSION OF INJURY LEAVE FOR A CIVIL SERVICE EMPLOYEE, POLICE OFFICER JENNIFER MONROE, PURSUANT TO TEXAS LOCAL GOVERNMENT CODE SECTION 143.073; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Police Officer Jennifer Monroe sustained a line-of-duty injury on July 11, 2024; and

WHEREAS, pursuant to Texas Local Government Code Section 143.073, a fire fighter or police officer who suffers a line-of-duty illness or injury is entitled to a leave of absence at full pay for a period commensurate with the nature of the illness or injury, but for no less than one year; and

WHEREAS, Officer Monroe received the statutory one-year period of civil service injury leave and, upon its expiration, requested and was granted two administrative extensions of three months each in accordance with the City’s Line of Duty Injury or Illness Leave Policy adopted by the City Council on July 19, 2011 (“Leave Policy”); and

WHEREAS, the Leave Policy authorizes up to three extensions of three months each, with the third extension requiring City Council approval and being available only if the employee has not reached maximum medical improvement (“MMI”); and

WHEREAS, Officer Monroe was released to light duty on December 17, 2024, served in a light-duty assignment for the ninety-day period authorized by City directive and Police Department standard operating procedures, and subsequently returned to full-time civil service injury leave; and

WHEREAS, Officer Monroe continues to receive treatment for her injury, has not reached MMI, and has requested a third and final three-month extension of injury leave as allowed under the Leave Policy, which will begin on April 9, 2026, and end on July 7, 2026; and

WHEREAS, based on current medical information, Officer Monroe is anticipated to return to full duty on or before July 7, 2026; and

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

Section 1

The above and foregoing premises are found to be true and correct and are incorporated herein and made a part hereof for all purposes.

Section 2

The City Council hereby authorizes a third extension of civil service injury leave for Police Officer Jennifer Monroe for a period of three months pursuant to Texas Local Government Code Section 143.073 and the City's Leave Policy.

Section 3

This Resolution shall take effect immediately upon passage.

PASSED AND APPROVED ON ____ day of _____, 2026.

City of Carrollton, Texas

Steve Babick, Mayor

ATTEST:

Chloe Sawatzky, City Secretary

Approved as to form:

Approved as to content:

Meredith Ladd
City Attorney

Samantha Dean
Director of Workforce Services



Agenda Memo
File Number: 7580

Agenda Date: 3/24/2026

Version: 1

Status: Consent Agenda

In Control: City Council

File Type: Resolution

Agenda Number: *16.

City Council Meeting Date: March 24, 2026

Date: March 9, 2026

To: Erin Rinehart, City Manager

From: Elliott Reep, Emergency Management Coordinator
Rex Redden, Executive Director of Public Safety

Consider A **Resolution Of The City Council Of The City Of Carrollton, Texas, Authorizing The City Manager To Take All Necessary Action Related To The Submission Of Applications Through The 2025 Homeland Security Grant Program And Acceptance Of Specific Awards Under The 2025 Urban Area Security Initiative (UASI) Grant And The 2025 State Homeland Security Program Grant In An Amount Not To Exceed \$300,000.**

Background:

This item is to approve the submission of applications for and acceptance of any awards through the 2025 Urban Area Security Initiative (UASI) and State Homeland Security Program (SHSP) grants. The Office of the Governor (OOG) administers the HSGP in Texas and now requires applying jurisdictions to seek Council approval for submission and acceptance of subsequent awards at the time of application. Due to recent Federal government shutdowns however, 2025 grant awards were substantially delayed and subsequently are being submitted for approval simultaneously with the 2026 grant projects.

Three 2025 grant projects are included in this request:

1. UASI 2025 Project (#5250802) - Mobile Barrier System - \$90,889.59
2. UASI 2025 Project (#5601801) - Rescue Task Force Equipment - \$57,000
3. SHSP 2025 Project (#5517901) - SWAT Team Tactical Communication Headsets - \$50,000

Estimated total grant awards based on current applications: \$197,889.59. However, it is possible we receive higher 2025 grant allocations retroactively once a current lawsuit at the Federal level is resolved. To account for this, the Not To Exceed amount for this item has been set at

\$300,000.

Financial Implications:

All funding will be provided through the reimbursement grant awards, there will be no general fund obligations. Maintenance for the projects will be provided by the individual departments.

Impact on Community Sustainability:

The UASI and SHSP grant programs are part of the larger federal State Homeland Security Grant Program (HSGP) designed to help state, local, tribal, and territorial governments prevent, protect against, mitigate, respond to, and recover from acts of terrorism and other catastrophic incidents. Items purchased through these grant awards will allow Police, Fire and Emergency Management personnel to prevent and or mitigate acts of terrorism and their potential impacts to our area.

Staff Recommendation/Action Desired:

Staff recommends City Council approve a resolution authorizing application submission for and acceptance of subsequent awards under the 2025 UASI Grant projects and the 2025 SHSP Grant project in an amount not to exceed \$300,000.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, AUTHORIZING THE CITY MANAGER TO TAKE ALL NECESSARY ACTION TO ENSURE THE SUBMISSION OF APPLICATIONS, AND THE ACCEPTANCE OF ANY AWARDS UP TO \$300,000 GRANTED THROUGH THE OFFICE OF THE GOVERNOR OF TEXAS THROUGH THE 2025 HOMELAND SECURITY GRANT PROGRAM (HSGP), SPECIFICALLY THE 2025 URBAN AREA SECURITY INITIATIVE (UASI) GRANT FOR A MOBILE BARRIER SYSTEM AND RESCUE TASK FORCE EQUIPMENT, AND THE 2025 STATE HOMELAND SECURITY PROGRAM (SHSP) GRANT FOR SWAT COMMUNICATIONS EQUIPMENT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, The City of Carrollton (the “City”) strives to provide for the protection of its citizens by pursuing all available means of enhancing public safety preparedness and response capabilities; and

WHEREAS, The City recognizes the Homeland Security Grant Program administered in the State of Texas by the Office of the Governor is an important component in this effort and seeks to secure funds through this program; and

WHEREAS, the City Council understands no cash or in-kind match is required for said project as authorized by the Homeland Security Grant Program (HSGP); and

WHEREAS, The City Council of the City of Carrollton (“City Council”) agrees that in the event of loss or misuse of the funds, the City Council assures that the funds will be returned to the Office of the Governor in full; and

WHEREAS, The City Council designates the Emergency Management Coordinator as the grantee's authorized official for the 2025 UASI Grant number 5250802, 2025 UASI Grant number 5601801, and 2025 SHSP Grant number 5517901 (collectively the “Grant”), with the power to apply for, accept, reject, alter, or terminate the Grant on behalf of the City.

WHEREAS, The City Council designates the Chief Financial Officer as the grantee's Financial Officer for the Grant, with the power to submit financial and/or programmatic reports or alter the Grant on behalf of the City.

NOW THEREFORE, BE IT RESOLVED BY THE 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 finding of the City Council, and they are hereby approved, ratified, and incorporated into the body of the

Resolution as if copied in their entirety.

SECTION 2.

The City Council hereby approves both the submission of the grant application for the 2025 UASI Carrollton – Mobile Barrier System Project, Grant Number 5250802, to the Office of the Governor, and acceptance of any awards funded.

SECTION 3.

The City Council hereby approves both the submission of the grant application for the 2025 UASI Carrollton – Rescue Task Force Equipment, Grant Number 5601801, to the Office of the Governor, and acceptance of any awards funded.

SECTION 4.

The City Council hereby approves both the submission of the grant application for the 2025 SHSP NCTCOG Comms Project - Final Round, Grant Number 5517901, to the Office of the Governor, and acceptance of any awards funded.

SECTION 5.

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

SECTION 6.

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 24th day of March, 2026

CITY OF CARROLLTON, TEXAS

Steve Babick, Mayor

ATTEST:

APPROVED AS TO FORM:

Chloe Sawatzky, City Secretary

Meredith Ladd, City Attorney



Agenda Memo
File Number: 7581

Agenda Date: 3/24/2026

Version: 1

Status: Consent Agenda

In Control: City Council

File Type: Resolution

Agenda Number: *17.

City Council Meeting Date: Meeting: March 24, 2026

Date: March 9, 2026

To: Erin Rinehart, City Manager

From: Elliott Reep, Emergency Management Coordinator
Rex Redden, Executive Director of Public Safety

Consider A Resolution Of The City Council Of The City Of Carrollton, Texas, Authorizing The City Manager To Take All Necessary Action Related To The Submission Of Applications Through The 2026 Homeland Security Grant Program And Acceptance Of Specific Awards Under The 2026 Urban Area Security Initiative (UASI) Grant And The 2026 State Homeland Security Program Grant In An Amount Not To Exceed \$300,000.

Background:

This item is to approve the submission of applications for and acceptance of any awards through the 2026 Urban Area Security Initiative (UASI) and State Homeland Security Program (SHSP) grants. The Office of the Governor (OOG) administers the HSGP in Texas and now requires applying jurisdictions to seek Council approval for submission and acceptance of subsequent awards at the time of application. As a result, some of the 2026 project amounts are estimations pending final allocation decisions from the State.

Three 2026 grant projects are included in this request:

1. UASI 2026 Project #5940901 - Mobile Barrier System - \$ 110,000 (estimated)
2. UASI 2026 Project #5939101 - Amateur Radio Emergency Communications Enhancement - \$20,000 (Estimated)
3. SHSP 2026 Project #5895401 - SWAT Thermal Detection Equipment - \$30,000 (estimated)

Estimated total grant awards based on current applications: \$160,000. However, it is possible we receive higher 2026 grant allocations once the State review applications. To account for this, the Not To Exceed amount for this item has been set at \$300,000.

Financial Implications:

All funding will be provided through the reimbursement grant awards, there will be no general fund obligations. Maintenance for the projects will be provided by the individual departments. Listed below are the individual project amounts.

Impact on Community Sustainability:

The UASI and SHSP grant programs are part of the larger federal State Homeland Security Grant Program (HSGP) designed to help state, local, tribal, and territorial governments prevent, protect against, mitigate, respond to, and recover from acts of terrorism and other catastrophic incidents. Items purchased through these grant awards will allow Police, Fire and Emergency Management personnel to prevent and or mitigate acts of terrorism and their potential impacts to our area.

Staff Recommendation/Action Desired:

Staff recommends City Council approve a resolution authorizing application submission for and acceptance of subsequent awards under the 2026 UASI Grant projects and the 2026 SHSP Grant project in an amount not to exceed \$300,000.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, AUTHORIZING THE CITY MANAGER TO TAKE ALL NECESSARY ACTION TO ENSURE THE SUBMISSION OF APPLICATIONS, AND THE ACCEPTANCE OF ANY AWARDS UP TO \$300,000 GRANTED THROUGH THE OFFICE OF THE GOVERNOR OF TEXAS THROUGH THE 2026 HOMELAND SECURITY GRANT PROGRAM (HSGP), SPECIFICALLY THE 2026 URBAN AREA SECURITY INITIATIVE (UASI) GRANT FOR A MOBILE BARRIER SYSTEM AND BACKUP AMATEUR RADIO EQUIPMENT FOR TERRORISM RESPONSE OPERATIONS, AND THE 2026 STATE HOMELAND SECURITY PROGRAM (SHSP) GRANT FOR SWAT THERMAL DETECTION EQUIPMENT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, The City of Carrollton (the “City”) strives to provide for the protection of its citizens by pursuing all available means of enhancing public safety preparedness and response capabilities; and

WHEREAS, The City recognizes the Homeland Security Grant Program administered in the State of Texas by the Office of the Governor is an important component in this effort and seeks to secure funds through this program; and

WHEREAS, the City Council understands no cash or in-kind match is required for said project as authorized by the Homeland Security Grant Program (HSGP); and

WHEREAS, The City Council of the City of Carrollton (“City Council”) agrees that in the event of loss or misuse of the funds, the City Council assures that the funds will be returned to the Office of the Governor in full; and

WHEREAS, The City Council designates the Emergency Management Coordinator as the grantee's authorized official for the 2026 UASI Grant number 5940901, 2026 UASI Grant number 5939101, and 2026 SHSP Grant number 5895401 (collectively the “Grant”), with the power to apply for, accept, reject, alter, or terminate the Grant on behalf of the City.

WHEREAS, The City Council designates the Chief Financial Officer as the grantee's Financial Officer for the Grant, with the power to submit financial and/or programmatic reports or alter the Grant on behalf of the City.

NOW THEREFORE, BE IT RESOLVED BY THE 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 finding of the City Council, and they are hereby approved, ratified, and incorporated into the body of the

Resolution as if copied in their entirety.

SECTION 2.

The City Council hereby approves both the submission of the grant application for the 2026 UASI Carrollton – Mobile Barrier System Project, Grant Number 5940901, to the Office of the Governor, and acceptance of any awards funded.

SECTION 3.

The City Council hereby approves both the submission of the grant application for the 2026 UASI Carrollton – Backup Amateur Radio Equipment for Terrorism Response Operations, Grant Number 5939101, to the Office of the Governor, and acceptance of any awards funded.

SECTION 4.

The City Council hereby approves both the submission of the grant application for the 2026 SHSP LE – City of Carrollton – SWAT Project, Grant Number 5895401, to the Office of the Governor, and acceptance of any awards funded.

SECTION 5.

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

SECTION 6.

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 24th day of March, 2026

CITY OF CARROLLTON, TEXAS

Steve Babick, Mayor

ATTEST:

APPROVED AS TO FORM:

Chloe Sawatzky, City Secretary

Meredith Ladd, City Attorney



Agenda Memo

File Number: 7582

Agenda Date: 3/24/2026

Version: 1

Status: Consent Agenda

In Control: City Council

File Type: Resolution

Agenda Number: *18.

City Council Meeting Date: March 24, 2026

Date: March 11, 2026

To: Erin Rinehart, City Manager

From: Jody Byerly, Public Works Director
Shannon Hicks, Assistant City Manager

Consider A **Resolution Authorizing The City Manager To Enter Into A Project Specific Agreement With Dallas County Road And Bridge District #4 For The Mill And Asphalt Overlay Of Various Streets Located Within Park Terrace Subdivision In An Amount Not To Exceed \$675,424.99.**

BACKGROUND:

Under an existing Master Interlocal Agreement, the Dallas County Road And Bridge District #4 provides road and bridge maintenance and repair on certain roadways located in Carrollton. This has proven to be an economical arrangement when compared to the cost of a private contractor.

This proposed project will resurface various streets using a mill and asphalt overlay method located within Park Terrace subdivision, as shown on the project location map within the attached Project Specific Agreement. This method is used when the street base and sub-grade are stable. The process removes and replaces the top layer of asphalt to provide an improved riding surface and seal the pavement against water penetration to extend its life span. Funding for this project will be provided through the Community Development Block Grant (CDBG) program. The CDBG program is funded by the Department of Housing and Urban Development and is intended to assist residents and areas within the City that meet low- to moderate-income criteria. The Park Terrace project meets these eligibility requirements.

FINANCIAL IMPLICATIONS:

Dallas County Road and Bridge District #4 estimates the project cost to be \$675,424.99. Since this street classification does not include financial participation by Dallas County, the City will fund 100% of the cost. The funding for this project is available from CDBG funds from the following account:

<u>ACCOUNTING UNIT</u>	<u>ACTIVITY NUMBER</u>	<u>BUDGET AMOUNT</u>
854210 - CDBG Funds	126430299	\$675,424.99

IMPACT ON COMMUNITY SUSTAINABILITY:

This project supports and aligns with City Council’s goals and objectives of properly maintaining the City’s infrastructure.

STAFF RECOMMENDATION/ACTION DESIRED:

Staff recommends City Council approve a resolution authorizing the City Manager to execute a Project Specific Agreement with Dallas County to perform an asphalt mill and overlay of streets located within Park Terrace Subdivision in an amount not to exceed \$675,424.99.

PROJECT SPECIFIC AGREEMENT
Re: “Type E” Public Roadways
MADE PURSUANT TO ROAD AND BRIDGE MASTER INTERLOCAL
AGREEMENT BETWEEN DALLAS COUNTY AND THE CITY OF
CARROLLTON

This Project Specific Agreement (“PSA”), supplemental to the Master Interlocal Agreement (“Master Agreement”), is made by and between Dallas County, Texas, (“County”), and the City of Carrollton, Texas, (“City”), acting by and through their duly authorized representatives and officials, for the purpose of transportation-related maintenance, repairs, and improvements to be undertaken on “Type E” public roadways located at 1000-1100 Park Avenue from North Denton to Ryan Avenue, 1000-1100 Terrace Trail from North Denton to Park Avenue, 1000 Mountview Drive from Ridge Road to Terrace Trail, 1000 Mountview Court from Mountview Drive to cul de sac, 1000 Summit Circle from Ridge Road to Park Avenue, 1700 Summit Drive from Park Avenue to Summit Circle, and 1700-1800 Ridge Road from Park Avenue to Terrace Trail in the City of Carrollton, Texas (“Project”).

WHEREAS, Chapter 791 of the Texas Government Code and Chapters 251 and 472 of the Texas Transportation Code provide authorization for local governments to contract amongst themselves for the performance of governmental functions and services;

WHEREAS, on or about February 7, 2023, County and City entered into a Master Interlocal Agreement, for the purpose of the City authorizing and retaining County, through its Road and Bridge forces, to perform minor transportation-related maintenance, repairs, and improvements on “Type E” roadways situated within the territorial limits and jurisdiction of the City, to be fully funded and paid for at City’s cost and expense; and

WHEREAS, City now desires County to perform such minor transportation-related maintenance, repairs, and improvements consisting of asphalt overlay, street milling, full depth base repair, pothole repair, crack sealing, concrete curb & gutter repair, clearing of drainage obstructions, and various other services on “Type E” roadways located at 1000-1100 Park Avenue from North Denton to Ryan Avenue, 1000-1100 Terrace Trail from North Denton to Park Avenue, 1000 Mountview Drive from Ridge Road to Terrace Trail, 1000 Mountview Court from Mountview Drive to cul de sac, 1000 Summit Circle from Ridge Road to Park Avenue, 1700 Summit Drive from Park Avenue to Summit Circle, and 1700-1800 Ridge Road from Park Avenue to Terrace Trail. These services are to be performed wholly within the territorial limits of the City of Carrollton, in Dallas County, Texas, as more fully described in Attachment “A.”

NOW THEREFORE, this PSA is made by and entered into by County and City, for the mutual consideration stated herein.

Witnesseth

Article I
Project Specific Agreement

This PSA is specifically intended to identify a Project authorized under the Master Agreement. This PSA sets forth the rights and responsibilities of each of the parties as set forth in the Master Agreement, and all amendments and supplements thereto, which are incorporated herein by reference. This PSA will be an addition to the Master Agreement and incorporates each term and condition thereof as if set forth herein. All terms of the Master Agreement remain in full force and effect, except as modified herein. In the event of any conflict between the Master Agreement and this PSA, this PSA shall control.

Article II
Incorporated Documents

This PSA incorporates, as if fully reproduced herein word for word and number for number, the following items:

1. Master Agreement authorized by County Commissioners Court Order 2023-0154, dated February 7, 2023, and additions thereto, are incorporated herein by reference;
2. Construction Estimate which is attached hereto and incorporated herein by reference as Attachment “A;”
3. Map/diagram of the proposed work site/sites which is attached hereto and incorporated herein by reference as Attachment “B;” and
4. Compliance addendum for Community Development Block Grant (“CDBG”) funding which is attached hereto and incorporated herein by reference for all purposes as Attachment “C.”

Article III
Term of Agreement

This PSA becomes effective when signed by the last party whose signature makes the agreement fully executed and shall terminate upon the completion and acceptance of the Project by City or upon the terms and conditions in the Master Agreement.

Article IV
Project Description

This PSA is entered into by the parties for minor transportation-related maintenance, repairs, and improvements on duly qualified “Type E” public roadways within the City. The Project shall consist of asphalt overlay, street milling, full depth base repair, pothole repair, crack sealing, concrete curb and gutter repair, and clearing of drainage obstructions, and various other services to be performed on “Type E” public roadways located at 1000-1100 Park Avenue from North Denton to Ryan Avenue, 1000-1100 Terrace Trail from North Denton to Park Avenue, 1000
PSA City of Carrollton (“Type E”) (2026)

Mountview Drive from Ridge Road to Terrace Trail, 1000 Mountview Court from Mountview Drive to cul de sac, 1000 Summit Circle from Ridge Road to Park Avenue, 1700 Summit Drive from Park Avenue to Summit Circle, and 1700-1800 Ridge Road from Park Avenue to Terrace Trail, all situated wholly within the territorial limits of the City of Carrollton, in Dallas County, Texas, within Dallas County Commissioner District 2, as more fully described in Attachments “A” and “B .” The Project is authorized by the aforementioned Master Agreement, with the parties' obligations and responsibilities governed thereby, as well as by the terms and provisions of this PSA. The Project will facilitate the safe and orderly movement of public transportation to benefit both the City and the County. The City has and hereby gives its approval for expenditure of County funds for the maintenance, repairs, and improvements of a roadway located within the municipality.

Article V **Fiscal Funding**

Notwithstanding anything to the contrary herein, this PSA is expressly contingent upon the availability of county funding for each item and obligation contained herein. City shall have no right of action against the County of Dallas as regards this PSA, specifically including any funding by County of the Project in the event that the County is unable to fulfill its obligations under this PSA as a result of the lack of sufficient funding for any item or obligation from any source utilized to fund this PSA or failure of any funding party to budget or authorize funding for this PSA during the current or future fiscal years. In the event of insufficient funding, or if funds become unavailable in whole or part, the County, at its sole discretion, may provide funds from a separate source or terminate this PSA. In the event that payments or expenditures are made, they shall be made from current funds as required by Chapter 791, Texas Government Code.

Notwithstanding anything to the contrary herein, this PSA is expressly contingent upon the availability of City funding for each item and obligation contained herein. County shall have no right of action against the City as regards this PSA, specifically including any funding by City of the Project in the event that the City is unable to fulfill its obligations under this PSA as a result of the lack of sufficient funding for any item or obligation from any source utilized to fund this PSA or failure of any funding party to budget or authorize funding for this PSA during the current or future fiscal years. In the event of insufficient funding, or if funds become unavailable in whole or part, the City, at its sole discretion, may provide funds from a separate source or terminate this PSA. In the event that payments or expenditures are made, they shall be made from current funds as required by Chapter 791, Texas Government Code.

Article VI **Agreements**

I. City’s Responsibilities

1. City, at its own expense, shall be responsible for the following: (a) acquiring any right-of-way necessary to complete the Project under consideration; (b) locating all manholes, water valves, and other utilities within the Project; (c) making all utility relocations or adjustments necessary for the Project; (d) remediation of any

- hazardous or regulated materials, or other environmental hazard on or near the Project site; and (e) provide water meter and water for all city projects; (f) where necessary, providing appropriate traffic control support, including but not limited to flagging, cones, barricades, shadow vehicles, arrow boards, signage, police presence, etc., to enable the Project to be completed in a timely and safe manner.
2. City is responsible for striping the lanes after County completes the Project.
 3. City shall be responsible for maintaining the Project site/sites once the Project is completed.
 4. City shall review roadway locations crossing through flood plain areas within their flood plain management jurisdiction and coordinate any necessary permitting prior to County performing work in these areas.
 5. City will provide cut permit as required.

II. County's Responsibilities

1. County, shall be responsible for the following: (a) posting appropriate and required notices to inform the public of the proposed maintenance or construction activity (b) locating, marking, and adjusting (with City assistance) all visible manholes and water valve covers within the Project; (c) contacting Texas 811 "Call before you dig" in compliance with State Law; and (d) providing appropriate work zone traffic control, including but not limited to flagging, cones, barricades, shadow vehicles, message boards, signage, etc., to enable the Project to be completed in a timely and safe manner.
2. County shall be responsible for the performing all minor transportation-related improvements, maintenance, and repair responsibilities and services contemplated hereunder, as more fully set out in Attachment "A" in a good and workmanlike manner.

III. Funding

County and City mutually agree that City shall be responsible to pay One Hundred Percent (100%) of the costs and expenses necessary to carry out and to perform the Project, provided:

1. City shall only be liable and responsible for the amounts set forth in this PSA, and any properly executed amendments and/or supplements hereto.
2. Should unforeseen and unforeseeable circumstances arise which adversely and materially impact the costs and expenses necessary to complete the Project as contemplated, County and City shall renegotiate the terms hereof, taking into proper account then-current conditions and estimated total costs to complete the Project.
3. Once approved by the County, and before commencement of the Project by County, the City shall segregate, set aside and place into an escrow account with the Dallas County Treasurer, Six Hundred Seventy-Five Thousand, Four Hundred Twenty-Four Dollars and Ninety-Nine cents (\$675,424.99), representing the full amount to be paid to County either through monthly invoicing or upon completion of the Project, if the Project is completed in less than one month.

Article VII
Miscellaneous

- I. **Indemnification.** County and City agree that each shall be responsible for its own negligent acts or omissions or other tortious conduct in the course of performance of this Agreement, without waiving any sovereign/governmental immunity available to County or City or their respective officials, officers, employees, or agents under Texas or other law and without waiving any available defenses under Texas or other law. Nothing in this paragraph shall be construed to create or grant any rights, contractual or otherwise, in or to any third persons or entities.
- II. **No Third-Party Beneficiaries.** The terms and provisions of this PSA are for the benefit of the parties hereto and not for the benefit of any third party. It is the express intention of County and City that any entity other than County or City receiving services or benefits under this PSA shall be deemed an incidental beneficiary only. This PSA is intended only to set forth the contractual rights and responsibilities of the parties hereto.
- III. **Applicable Law.** This PSA is and shall be expressly subject to the County's and City's sovereign immunity and/or governmental immunity, pursuant to Title 5 of the Texas Civil Practice and Remedies Code, as amended, and all applicable federal and state laws. This PSA shall be governed by and construed in accordance with the laws of the State of Texas. Exclusive venue for any legal action regarding this PSA shall lie in Dallas County, Texas.
- IV. **Notice.** All notices, requests, demands, and other communication under this PSA shall be tendered in writing and shall be deemed to have been duly given when either delivered in person or via certified mail, postage prepaid, return receipt requested to the respective parties as follows:

COUNTY:

Director of Public Works
Dallas County
500 Elm Street, Suite 5300
Dallas, Texas 75202

CITY:

Director of Public Works
City of Carrollton
1945 East Jackson Road
Carrollton, Texas 75006

Commissioner Andy Sommerman
Road & Bridge District 2
500 Elm Street, Suite 7200
Dallas, Texas 75202

Either party shall change its address for notice by giving the other party written notice thereof.

- V. **Assignment.** This PSA may not be assigned or transferred by either party without the prior written consent of the other party.
- VI. **Binding Agreement; Parties Bound.** Upon execution by the parties, this PSA shall constitute a legal, valid, and binding obligation of the parties, their successors and permitted assigns.
- VII. **Amendment.** This PSA may not be amended except in a written instrument specifically referring to this PSA and signed by the parties hereto.
- VIII. **Counterparts.** This PSA may be executed in multiple counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument.

- IX. Severability. If one or more of the provisions in this PSA shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality or unenforceability shall not cause this PSA to be invalid, illegal or unenforceable, but this PSA shall be construed as if such provision had never been contained herein, and shall not affect the remaining provisions of this PSA, which shall remain in full force and effect.
- X. Entire Agreement. This PSA embodies the complete agreement of the parties, and except where noted, it shall supersede previous and/or contemporary agreements, oral or written, between the parties and relating to matters in the PSA.
- XI. Contingent. This PSA is expressly subject to and contingent upon formal approval by the Dallas County Commissioners Court and by resolution of the City of Carrollton.
- XII. Effective Date. This PSA shall commence on the Effective Date. The Effective Date of this PSA shall be the date it is executed by the last of the parties. Reference to the date of execution shall mean the Effective Date.
- XIII. No Joint Enterprise/Venture. The parties agree that no party is an agent, servant, or employee of the other parties. The parties, including their agents, servants, or employees, are independent contractors, and not an agent, servant, joint enterprise/venture, or employee of any other party, and are responsible for their own acts, forbearance, negligence, and deeds, and for those of their agents, servants, or employees in conjunction with this PSA. No joint enterprise/venture exists between the parties.
- XIV. The parties agree that this PSA is subject to the requirements of Section 3 Compliance for CDBG funding consistent with 24 CFR Part 75 as outlined in Attachment “C.”

(the remainder of this page intentionally left blank)

(signatures appear on the following page)

The City of Carrollton, State of Texas, has executed this PSA pursuant to duly authorized City Council Resolution _____ approved/passed on the ____ day of _____, 2026.

The County of Dallas, State of Texas, has executed this PSA pursuant to Commissioners Court Order Number _____ and passed on the ____ day of _____, 2026.

Executed this the ____ day of _____, 2026.

Executed this the ____ day of _____, 2026.

CITY OF CARROLLTON:

COUNTY OF DALLAS:

ERIN RINEHART
CITY MANAGER

CLAY LEWIS JENKINS
DALLAS COUNTY JUDGE

ATTEST:

RECOMMENDED BY:

CITY SECRETARY

DARRYL MARTIN
DALLAS COUNTY ADMINISTRATOR

APPROVED AS TO FORM:

APPROVED AS TO FORM*:
DALLAS COUNTY
JOHN CREUZOT
DISTRICT ATTORNEY

CITY ATTORNEY

CORTNEY PARKER
ASSISTANT DISTRICT ATTORNEY

*By law, the District Attorney’s Office may only advise or approve contracts or legal documents on behalf of its clients. It may not advise or approve a contract or legal document on behalf of other parties. Our review of this document was conducted solely from the legal perspective of our client. Our approval of this document was offered solely for the benefit of our client. Other parties should not rely on this approval, and should seek review and approval by their own respective attorney(s).

Construction Estimate

Date: February 16, 2025

For: City of Carrollton

Subject: Project Specific Agreement for Type E Street

Total Cost Estimate: \$675,424.99

Scope of Work: (1) Set up message boards, traffic control devices, storm sewer protection, place door hangers on all that will be affected and call in for Dig Test before any excavation is performed.; (2) Surface mill 2" inch deep from gutter to gutter; (3) Repair base failure with Cement Treated Base; (4) Remove and replace any existing curb & gutter to reestablish line & grade no cosmetic work. (5) Clean, sweep and remove vegetation; (6) Apply Emulsion and allow to cure; (7) Overlay street with 2 1/2 inches of Hot Mix Asphalt; (8) Clean, sweep and remove all traffic control devices along with message boards; (9) Crack Seal Street.

Labor Cost	Total \$303,939.90
Equipment Cost	Total \$108,070.52
Material Cost	Total \$263,414.57
Grand Total	\$675,424.99

Street Limits (Blocks)

1000-1100 Park Avenue
 1000-1100 Terrace Trail
 1000 Mountview Drive
 1000 Mountview Court
 1000 Summit Circle
 1700 Summit Drive
 1700-1800 Ridge Road

From

North Denton Drive
 North Denton Drive
 Ridge Road
 Mountview Drive
 Ridge Road
 Park Avenue
 Park Avenue

To

Ryan Avenue
 Park Avenue
 Terrace Trail
 Cul de Sac
 Park Avenue
 Summit Circle
 Terrace Trail



Live traffic ▼ Fast Slow

ATTACHMENT “C” - Section 3 Compliance

1. **Section 3 of the Housing and Urban Development Act of 1968:** The work to be performed under this contract is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3) and its implementing regulations at 24 CFR Part 75. The purpose of Section 3 is to ensure that employment and other economic opportunities generated by the U.S. Department of Housing and Urban Development (HUD) assistance or HUD-assisted projects covered by Section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.
2. **Contractor Certification of Compliance:** The parties to this contract agree to comply with HUD's regulations in 24 CFR Part 75, which implement Section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the 24 CFR Part 75 regulations.
3. **Contract Language Requirement:** The contractor agrees to include this Section 3 Contract Requirements document in every subcontract subject to compliance with regulations in 24 CFR Part 75, and agrees to take appropriate action, as provided in this Section 3 Contract Requirements document upon a finding that the subcontractor is in violation of the regulations in 24 CFR Part 75. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR Part 75.
4. **Section 3 Definitions:** Definitions for key Section 3 terms per 24 CFR Part 75 are as follows:
 - A. **Section 3 Worker:** An employee who currently fits, or fit at the time of hire if hired on or after 11/30/2020, at least one of the following categories:
 - i. is employed by a Section 3 Business Concern; or
 - ii. is a low- or very low-income resident (i.e., a local person living within the Section 3 service area, with an individual annualized income currently as of the date of starting work on the project, or at the time of hire if hired on or after 11/30/2020, that is/was at or below the low-income (80%) threshold established by HUD for a Family of 1 for the county in which the person lives) [Note: The HUD income threshold must be from the HUD Income Limits for the CDBG program in effect currently as of the date the worker started work on the project, or at the time of hire if hired on or after 11/30/2020]; or
 - iii. is/was a YouthBuild.
 - B. **Targeted Section 3 Worker:** A Section 3 Worker who:
 - i. is employed by a Section 3 Business Concern, or
 - ii. currently fits, or fit at the time of hire if hired on or after 11/30/2020, at least one of the following categories as documented:
 - a. lives/lived in the neighborhood or within the Section 3 service area of the project; or

b. is/was a YouthBuild.

C. Section 3 Business Concern: A business that fits at least one of the following categories (as certified within the past 6 months):

- i. 51% or more owned by low- or very low-income persons; or
- ii. 75% or more of the labor hours are performed by low- or very low-income persons; or
- iii. 51% or more owned by current residents of public housing or Section 8-assisted housing.

D. Section 3 Service Area: An area defined by the Grantee consistent with 24 CFR Part 75.5, generally consisting of an area within one mile of the project site or an area encompassing approximately 5,000 persons if a one-mile radius does not meet that threshold.

5. **Contracting Requirements**: To the greatest extent feasible, and consistent with existing Federal, State, and local laws and regulations, the Grantee, subrecipients, and prime contractors and subcontractors for the CDBG funded project agree to ensure contracts and subcontracts for work awarded in connection with the project are awarded to business concerns that provide economic opportunities to Section 3 Workers; and where feasible in the following order of priority: (1) Section 3 Business Concerns that provide economic opportunities to Section 3 Workers residing within the metropolitan area (or nonmetropolitan county) in which the HUD funded assistance is provided/in which the CDBG funded project is occurring; and (2) YouthBuild programs.
6. **Employment and Training Requirements**: To the greatest extent feasible, and consistent with existing Federal, State, and local laws and regulations, the Grantee, subrecipients, and prime contractors and subcontractors for the CDBG funded project agree to ensure employment and training opportunities generated in connection with the project are filled by Section 3 Workers; and where feasible, in the following order of priority: (1) low- and very low-income persons residing within the metropolitan area (or nonmetropolitan county) in which the CDBG assistance is expended (i.e., in which the CDBG funded project is occurring); and (2) participants in YouthBuild programs.
7. **Reporting Labor Hours**: The Grantee, subrecipients, and prime contractors and subcontractors for the CDBG funded project agree to report all worker (see exception below)** labor hours on the project quarterly to the Grantee as follows: (1) the total number of labor hours worked on the project by each worker; (2) the total number of labor hours worked on the project by Section 3 Workers; and (3) the total number of labor hours worked on the project by Targeted Section 3 Workers. The labor hours reported shall include the total number of labor hours worked on the CDBG funded project by workers employed by the Grantee, subrecipients, their prime contractors and the subcontractors of the project, during the reporting period specified by HUD or the Grantee. The labor hours reported may be based on the employer's good faith assessment of the labor hours of a full-time or part-time employee informed by the employer's existing salary or time and attendance-based payroll systems, unless the project or activity is otherwise subject to requirements specifying time and

attendance reporting. [Note: Construction contractors required to maintain certified payroll records to meet federal labor standards requirements agree to report actual work hours as reported on the certified payroll records.]

*** Exception for positions that require an advanced degree or a professional certification: Reporting of hours for positions requiring an advanced degree or a professional certification is not required, but the hours may be reported to demonstrate Section 3 “best efforts”. The Grantee, prime contractors and subcontractors may report the labor hours by Section 3 Workers and Targeted Section 3 Workers without including labor hours from employees covered by the exception in the total number of labor hours worked. If the contract covers both work completed by employees covered by the exception and other work completed by employees not covered by the exception, then the labor hours for the other work by employees not covered by the exception must be reported.*

8. **Section 3 Goals/”Safe Harbor” Benchmarks:** The Grantee, subrecipients, and prime contractors and subcontractors agree to strive to meet the “safe harbor” benchmarks (as established by the HUD Section 3 Final Rule (24 CFR Part 75), which establishes quantitative benchmarks and prioritized qualitative efforts for funding recipients to achieve to assist low- and very low-income persons with employment and training opportunities. The “safe harbor” benchmarks are to have: (1) 25% or more of all labor hours worked on the project be by Section 3 Workers; and (2) 5% or more of all labor hours worked on the project be by Targeted Section 3 Workers. If the “safe harbor” benchmarks are not met over the course of the project, then the Grantee and prime contractors and subcontractors for the CDBG funded project agree to provide evidence of completing qualitative efforts to assist low- and very low-income persons with employment and training opportunities. Supporting documentation of these completed efforts must also be maintained in the Grantee’s and contractors’ project files, to be made available upon request for monitoring purposes.
9. **Demonstrating Best Efforts:** When the Section 3 benchmarks are not met, the Grantee and prime contractors and subcontractors for the CDBG funded project agree to demonstrate and report qualitative efforts made in an attempt to meet the benchmarks, which may include but are not limited to the following:
 - A. Engage in outreach efforts to generate job applicants who are Targeted Section 3 Workers.
 - B. Provide training or apprenticeship opportunities.
 - C. Provide technical assistance to help Section 3 Workers compete for jobs (e.g., resume assistance, coaching, etc.).
 - D. Provide or connect Section 3 Workers with assistance in seeking employment including: drafting resumes, preparing for interviews, and finding job opportunities connecting residents to job placement services.
 - E. Hold one or more job fairs.

- F. Provide or refer Section 3 Workers to services supporting work readiness and retention (e.g., work readiness activities, interview clothing, test fees, transportation, childcare, etc.).
 - G. Provide assistance to Section 3 Workers to apply for and/or attend community college, a four-year educational institution, or vocational/technical training.
 - H. Assist Section 3 Workers to obtain financial literacy training and/or coaching.
 - I. Engage in outreach efforts to identify and secure bids from Section 3 Business Concerns.
 - J. Provide technical assistance to help Section 3 Business Concerns understand and bid on contracts.
 - K. Divide contracts into smaller jobs to facilitate participation by Section 3 Business Concerns.
 - L. Provide bonding assistance, guaranties, or other efforts to support viable bids from Section 3 Business Concerns.
 - M. Promote use of business registries designed to create opportunities for disadvantaged and small businesses.
10. **Recordkeeping & Reporting:** The Grantee, subrecipients, and prime contractors and subcontractors for the CDBG funded project agree to maintain all records demonstrating compliance with 24 CFR Part 75, including contracting information and documents, Section 3 Business Concern Certification forms, Section 3 Employee Income Certifications, and worker labor hours; and provide data and reporting documents as requested and required by the CDBG Program and/or HUD. Grantee, subrecipient, and contractor records may be monitored for compliance by the CDBG Program and/or HUD.
11. **Non-Compliance:** Non-compliance with HUD's regulations in 24 CFR Part 75 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A PROJECT SPECIFIC AGREEMENT WITH DALLAS COUNTY FOR STREET OVERLAY PROJECTS ON STREETS LOCATED WITHIN PARK TERRACE SUBDIVISION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Carrollton (“City”) executed Resolution 4674 authorizing the City Manager to enter into an Interlocal Cooperation Agreement (“ILA”) with Dallas County (“County”) whereby the County agreed to provide road and bridge maintenance, repairs, and improvements on Type “B”, Type “C”, and Type “E” roadways situated within the territorial limits and jurisdiction of the City, with maintenance, repairs, and improvements of Type “E” roadways to be fully funded and paid for by the City;

WHEREAS, the County requires an execution of a Project Specific Agreement (“PSA”) to supplement the ILA for specific projects;

WHEREAS, the City desires Dallas County to perform such maintenance, repairs, and improvements on Type “E” roads, as more fully described and identified on Exhibit “A” of the PSA (the “Project”);

WHEREAS, City will provide funding for the Project in the amount of \$675,424.99; and

WHEREAS, Chapter 791 of the Texas Government Code, as amended, provides authorization for a local government to contract with one or more local governments to perform governmental functions and services to increase their efficiency and effectiveness;

NOW, THEREFORE, BE IT RESOLVED BY THE 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 the Resolution as if copied in their entirety.

SECTION 2.

The City Manager or designee is authorized to enter into a PSA with Dallas County for milling and overlay of the existing street surfaces of various streets located within Park Terrace Subdivision. The City of Carrollton will provide funding in the amount not to exceed \$675,424.99.

SECTION 3.

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

SECTION 4.

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 _____ day of March, 2026.

CITY OF CARROLLTON, TEXAS

By: _____
Steve Babick, Mayor

ATTEST:

Chloe Sawatzky, City Secretary

APPROVED AS TO FORM:

Meredith A. Ladd, City Attorney

APPROVED AS TO CONTENT:

Jody Byerly, Director of Public Works



Agenda Memo File Number: 7584

Agenda Date: 3/24/2026

Version: 1

Status: Consent Agenda

In Control: City Council

File Type: Resolution

Agenda Number: *19.

CC MEETING: March 24, 2026

DATE: March 12, 2026

TO: Erin Rinehart, City Manager

FROM: Roberto Arredondo, Chief of Police
Rex Redden, Executive Director of Public Safety

Consider A **Resolution Approving The Appointment Of New Members Of The Carrollton Police Reserve Pursuant To The Carrollton Code of Ordinances, Section 35.60(B), Which Authorizes Such Appointment By The Chief of Police.**

BACKGROUND:

State law and City ordinances allow the Chief of Police to appoint unpaid reserve police officers. The Carrollton Police Department previously had a Reserve Program. This project will serve to renew and revitalize the program. The proposed resolution appointing new members of the Carrollton Police Reserve Program will allow for prior officers to aid the Police Department on a voluntary basis. The Reserve Program and its officers serve at the pleasure of the Chief of Police to supplement and support the Police Department. The reserve officers will be permitted to aid in whatever capacity is needed. Reserve officers will be required to complete and maintain the same training as is required of all other police officers.

The Carrollton Code of Ordinances, Title III, Chapter 35, "Police Reserve Unit," Section 35.60. "Established as separate and distinct from the Police Department, voluntary basis," subsection (B) states, in part, that "Members of the city police reserve serve at the will of the Chief of Police." The proposed members of the Reserve Program, John Singleton and Rodney Stovall are both former Carrollton Police Officers that retired in good standing. All three individuals have maintained their TCOLE (Texas Commission on Law Enforcement) licensure and all meet current TCOLE training requirements. Their numerous years of experience and background in all aspects of law enforcement, specifically law enforcement in Carrollton, will be an invaluable asset to the Police Department.

The goal of the program is to grow it into a functioning and productive program of ten (10) reserve officers that can aid the Department in various capacities. This will bring the number to five (5).

FINANCIAL IMPLICATIONS:

Current departmental funds will be utilized for equipment and uniforms.

IMPACT ON COMMUNITY SUSTAINABILITY:

This resolution serves to supplement the needs of the Carrollton Police Department and its officers so that licensed officers can perform their job duties effectively and efficiently. This resolution also serves to allow prior officers the ability to have their passion and desire for law enforcement to flourish for the betterment of the Police Department and the community.

STAFF RECOMMENDATION/ACTION DESIRED:

Staff recommends City Council approval of a resolution appointing new members to the Carrollton Police Reserve.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, APPROVING THE APPOINTMENT OF NEW MEMBERS TO THE CARROLLTON POLICE RESERVE PURSUANT TO THE CITY OF CARROLLTON, TEXAS, CODE OF ORDINANCES, SECTION 35.60, WHICH AUTHORIZES THE CREATION OF THE POLICE RESERVE UNIT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Carrollton Police Department (“Department”) recognizes the necessity to supplement the Department, under special needs and circumstances, with a voluntary police reserve unit; and

WHEREAS, Section 35.60 of the City of Carrollton Code of Ordinances establishes the Carrollton Police Reserve, a voluntary police reserve unit separate and distinct from the Department; and

WHEREAS, Section 35.60(B) of the City of Carrollton Code of Ordinances authorizes the Chief of Police to appoint members to the Carrollton Police Reserve;

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 the Resolution as if copied in their entirety.

SECTION 2:

The City Council of the City of Carrollton hereby authorizes the City Manager, or her designee, to approve the appointment of the following individuals, in a form to be approved by the City Attorney, to become authorized members and Reserve Officers of the Carrollton Police Reserve:

John Singleton; and

Rodney Stovall.

SECTION 3:

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

SECTION 4:

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

PASSED and APPROVED on this _____ day of _____, 2026.

CITY OF CARROLLTON, TEXAS

By: _____
Steve Babick, Mayor

ATTEST:

Chloe Sawatzky, City Secretary

Approved as to form:

Approved as to content:

Meredith A. Ladd, City Attorney

Roberto Arredondo, Chief of Police



Agenda Memo

File Number: 7576

Agenda Date: 3/24/2026

Version: 1

Status: Public Hearing/Individual Consideration

In Control: City Council

File Type: Public Hearing

Agenda Number: 20.

City Council Meeting Date: March 24, 2026

Date: March 5, 2026

To: Erin Rinehart, City Manager

From: Cory Heiple, Environmental Services Director
Shannon Hicks, Assistant City Manager

Hold A Public Hearing And Consider A Resolution Adopting The Amended Program Year 2025 Community Development Block Grant One-Year Plan Of Action And Budget.

Background:

This agenda item is to hold a public hearing and receive comments on the proposed Program Year (PY) 2025 One-Year Plan of Action and Budget. The item also includes a proposed resolution to adopt this plan. On February 24, 2026, the City of Carrollton received \$755,813 in new funding for PY 2025 Community Development Block Grant (CDBG) from the United States Department of Housing and Urban Development (HUD). According to federal law, these funds must be used to benefit persons of low- to moderate-income in Carrollton to address housing and community development concerns. In addition to new funding, an additional \$972,537 in unspent funding has been budgeted in this Action Plan.

Several infrastructure projects originally approved in the Program Year 2025 Action Plan, including the Francis-Perry street replacement and the Brake, Kirby, and Cox infrastructure replacement projects, have experienced delays and are anticipated to occur in a subsequent program year. Additionally, the Scott Mill project has been deferred in order to prioritize completion of the Park Terrace mill and overlay project during the current program year. To maintain compliance with HUD timeliness requirements, staff proposes reallocating Program Year 2025 funds to eligible activities that can be completed within the required timeframe.

This public hearing held during the March 24, 2026 City Council meeting is to solicit public input on the proposed PY 2025 Action Plan and seeks to approve the plan for submission to HUD.

The Community Development recommended budget includes:

- \$1,000,000 - Park Terrace mill and overlay
- \$190,000 - City Park projects
- \$135,000 - Housing Rehabilitation programs;
- \$113,350 - Social Service funding to Metrocrest Services and Woven Health Clinic for homelessness response and medical services;
- \$90,000 - Enhanced Code Enforcement for the staff salary of the code officer completing multi-family inspections in low- to moderate-income neighborhoods;
- \$100,000 - City Hall accessibility improvements including wheelchair ramps;
- \$50,000 - Carrollton Black Cemetery Phase 2 rehabilitation
- \$50,000 - Administration for staff training, legal notices, and project materials.

All activities in the proposed PY 2025 CDBG amended budget were identified as major priorities in the 2024-2028 Consolidated Plan approved by City Council on August 6, 2024. The proposed plan reflects continued funding support in all housing repair programs, assists infrastructure repair projects in CDBG target areas, and provides support for homelessness in the community. As the community continues to age, the need for these programs expands to address the challenges low- to moderate-income individuals face to maintain their homes.

Financial Implications:

The PY 2025 Community Development Block Grant of \$755,813 in new financial resources for community development initiatives is a critical reinvestment in areas benefiting low- to moderate-income residents.

Impact On Community Sustainability:

Annually, the Carrollton Community Development Block Grant program secures, allocates, and administers approximately \$750,000 in new community development resources for use in the low- to moderate-income areas of the City. Long-term community sustainability is supported by significant financial reinvestment in aging neighborhoods, housing rehabilitation, code enforcement, and through the city's partnerships to address homelessness.

Staff Recommendation/Action Desired:

Staff recommends the City Council hold a public hearing to receive citizen comments and approve the Resolution to adopt the CDBG Program Year 2025 amended Action Plan and Budget.

*CDBG 2025
Program Action Year*

Amended



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Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

This document represents the amended PY25 Action Plan for the second year of the 2024-2028 Five-Year Consolidated Plan for the City of Carrollton, Texas, and covers the 2025 Program Year. The City of Carrollton is expected to receive \$755,813 in Community Development Block Grant Funding (CDBG) from the U.S. Department of Housing and Urban Development (HUD) for the 2025 Program Year (PY25). The PY25 Action Plan builds on local assets and coordinates a response to the needs of the community. It integrates economic, physical, environmental, and community responses to the needs for Carrollton residents, who are of low- to moderate- income.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The objectives found in the PY25 Action Plan follow the objectives outlined in the 2024-2028 Consolidated Plan submitted to HUD for the use of CDBG funds.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City of Carrollton's CDBG investments have been used in the past to make long lasting improvements to many low- to moderate- income neighborhoods. These investments have allowed housing stock to remain in good condition for property owners, retain affordability for low- to moderate- income renters who want to become homeowners; it has also allowed elderly residents to age in place.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The citizen participation process for the amended PY25 Action Plan included a public hearing before the Carrollton City Council on March 24, 2026. Also, a 30 day legal notice

was placed in the Dallas Morning News and amended PY25 Action Plan itself was posted on the City of Carrollton website.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

All public comments are accepted and reported, and none are denied inclusion into the initial submitted Action Plan. Any public comments can be found in the Citizen Participation Section of the initial and amended PY25 Action Plan.

6. Summary of comments or views not accepted and the reasons for not accepting them

No public comments are denied or not accepted as part of the initial or amended PY25 Action Plan Citizen Participation Process.

7. Summary

The amended PY25 Action Plan had a public hearing before the Carrollton City Council on March 24, 2026. The following comments were documented:

-

The City Council voted _____ to _____ the amended PY25 Action Plan.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	CARROLLTON	Environmental Services/Community Services

Table 1 – Responsible Agencies

Narrative (optional)

CDBG programs and funding are monitored within the Community Development Program, which resides within the Community Services Division of the Environmental Services Department for the City of Carrollton.

Consolidated Plan Public Contact Information

The 2024-2028 Consolidated Plan can be reviewed on the City of Carrollton's website at <https://www.cityofcarrollton.com/departments/departments-a-f/community-development/community-development-block-grant-cdbg>

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

As part of the 2024-2028 Consolidated Plan process the City of Carrollton consulted with residents and stakeholders (e.g., social service providers, local school districts, City departments and other community partners). Consultation included a stakeholder focus group, interviews, and a public meeting during a Neighborhood Advisory Commission meeting to obtain citizen participation in the Consolidated Plan process. The five-year Consolidated Plan serves as the guiding process for the Action Plans developed during the 2024-2028 timeline.

Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

As needed, the Community Services Division provides technical assistance and information to private and public organizations that seek to provide affordable housing and support services to residents of Carrollton. The amended PY25 Action Plan for the City will continue to promote and emphasize the need for greater coordination between all agencies active in Carrollton to minimize the duplication of efforts. Cooperative efforts in applying for available funds will be initiated between public and private housing providers to maximize the potential for being awarded funds by the State and Federal Government. Efforts to enhance coordination between the public and private sector will ensure that needs are being properly addressed and that resources are being maximized.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

Carrollton is represented by Dallas County and Denton County in the two Continuums of Care that overlap the city’s boundaries—the Dallas Area Consortium on Homelessness and the Denton County Consortium on Homelessness. Carrollton staff continue to participate with local social service agencies in the Point in Time Count to identify homelessness in the community. As shown by the count results, chronic homelessness is an emerging issue in the city. While a supportive partner to the Consortia’s efforts to strategically address homelessness in the region, Carrollton’s most direct efforts to

address the needs of homeless residents result from a strong partnership with Metrocrest Services, the area provider of all manner of services to assist vulnerable households.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City of Carrollton is not currently part of the area Continuum of Care networks and is represented by Dallas and Denton counties in the Dallas Area Consortium on Homelessness as well as the Denton County Consortium on Homelessness. Carrollton has a supporting role, offering assistance to agencies that are working to mitigate homelessness in the region.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction’s consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Metrocrest Services
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-homeless Services-Health Services-Education Services-Employment Services - Victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Metrocrest Services is the primary provider of non-profit social services in the City of Carrollton. Metrocrest Services hosted a focus group for the Consolidated Plan and staff from Metrocrest Services were also notified of the proposed PY25 Action Plan and invited to discuss their needs and priorities through written comments or by attending either or both of the public hearings.
2	Agency/Group/Organization	Neighborhood Advisory Commission
	Agency/Group/Organization Type	Civic Leaders Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Neighborhood Advisory Commission (NAC) hosted a public forum attended by city staff, residents, and leaders of neighborhood organizations. The forum consisted of a presentation about the Consolidated Plan and a discussion of housing and community development needs in Carrollton's LMI neighborhoods. These are incorporated throughout the Consolidated Plan. Upon completion of the public hearing before the NAC, the NAC referred the proposed action plan for a second public hearing before the Carrollton City Council.
3	Agency/Group/Organization	Make It Count (formerly Bea's Kids)
	Agency/Group/Organization Type	Services - Housing Services-Children Services-homeless Services-Health Services-Education Services - Victims
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Make It Count (formerly Bea's Kids) were provided proposed plans for the PY25 Action Plan and were informed of the date of the Public Hearings for discussion of needs and priorities. Make It Count were encouraged to submit written comments or attend either of the public hearings.
4	Agency/Group/Organization	Woven Health Clinic
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-homeless Services-Health Health Agency
	What section of the Plan was addressed by Consultation?	Health Services
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Woven Health was provided a copy of the proposed plans for the PY25 Action Plan and were informed of the date of the Public Hearings for discussion of needs and priorities. Woven Health was also informed they could provide written comments or could attend either of the public hearing forums.
5	Agency/Group/Organization	CASA OF DENTON COUNTY
	Agency/Group/Organization Type	Services-Children Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services - Victims Child Welfare Agency
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	CASA of Denton County was provided a copy of the proposed plans for the PY25 Action Plan and were informed of the date of the Public Hearings for discussion of needs and priorities. CASA of Denton County was encouraged to provide any written comments or to attend either scheduled public hearings.
6	Agency/Group/Organization	CHILDREN'S ADVOCACY CENTER FOR DENTON COUNTY
	Agency/Group/Organization Type	Housing Services-Children Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services - Victims Child Welfare Agency
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Children's Advocacy For Denton County was provided a copy of the proposed plans for the PY25 Action Plan and were informed of the date of the Public Hearings for discussion of needs and priorities. Children's Advocacy was informed they could provide written comments or attend either of the scheduled public hearings.

Identify any Agency Types not consulted and provide rationale for not consulting

N/A; all relevant agencies and organizations were invited to participate in the five-year Consolidated Plan process.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Denton & Dallas County Consortium for Homelessness	The goals of Denton County and Dallas County Consortium on Homelessness Continuum of Care were incorporated into the plan where applicable.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

Carrollton participates in joint funding of the nonprofit organizations providing services to low- and moderate- income residents in many municipalities in the region. This cooperative funding promotes efficient delivery of services to residents in need and recognizes that needs do not end at jurisdictional boundaries but require regional solutions.

For the first time in PY22, General Funds and additional CDBG funding through Public Services activities were allocated to Metrocrest Services to address homelessness issues within the community. In PY25 the city will continue using the 15% Public Services allowance to allocate funding to Metrocrest Services and WOVEN Medical Clinic.

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation

Summarize citizen participation process and how it impacted goal-setting

The amended PY25 Action Plan citizen participation process included legal posting in the Dallas Morning News for a 30 day public comment to changes in the amended Action Plan. The amended PY25 Action Plan was made available on the city web site for the public to access and comment on. A public hearing was held on March 24, 2026, before the Carrollton City Council to present the amended PY25 Action Plan and to ask for any public comments on the proposed changes.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response /attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Newspaper Ad	Minorities Persons with disabilities Non-targeted/ broad community	Pending	Pending	All comments would be accepted	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response /attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Internet Outreach	Minorities Persons with disabilities Non-targeted/ broad community	Pending	Pending	All comments would be accepted	https://www.cityofcarrollton.com/departments/departments-a-f/community-development/community-development-block-grant-cdbg
3	Public Hearing	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/ broad community	Pending NAC Meeting	Pending	All comments would be accepted	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

The City of Carrollton was allocated \$755,813 in amended PY25 Action Plan funding from the U.S. Department of Housing and Urban Development (HUD). This funding will be used and allocated to the city's Minor Home Repair Program, Emergency Repair Program, funding for a Code Enforcement Officer to work in the low- to moderate- income target area, and to continue public service funding addressing homelessness through Metrocrest Services and medical services through WOVEN Medical Clinic. The city will also allocate funding for infrastructure projects within the city in the low- to moderate- income target area.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	755,813.00	0.00	972,537.00	1,728,350.00	0.00	CDBG funding for amended PY25 Action Plan includes annual allocation along with prior year resources which have not been allocated.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The Community Services Division for the City of Carrollton is the lead agency for the implementation of the community development plan related to CDBG funding. Internally, the Community Services Division works in collaboration with all city departments to deliver projects, services, and other benefits to eligible neighborhoods and clients. Externally, the Division works with several social service agencies/organizations, so long as the need is documented and eligible under HUD regulations.

To effectively implement the Community Development Plan, funding comes from CDBG funds as well as General Funds allocated by the City Council. The City Council will make available an estimated \$500,000 in General Fund resources to fund agencies and organizations that are actively engaged in the provision of social services in Carrollton.

In exchange for the funding, the agencies and organizations work closely with the city in the provision of social services to all Carrollton citizens in need. The close partnership the city has with each agency grows with each year of collaboration. A total of four (4) staff in the Community Services Division are employed in the administration of CDBG grant funds and planning activity, to provide technical knowledge, referral and capacity building assistance for the agencies on an ongoing basis.

The list below identifies principle social service providers for the City's funding:

- Make It Count (formerly Bea's Kids)
- CASA of Denton County
- Children's Advocacy Center for Denton County
- Metrocrest Services
- WOVEN Medical Clinic

The City meets with all its partners on an as-needed basis to develop organization capacity and programming offerings. Staff also regularly provide technical assistance and professional expertise to further develop institutional structure for all agencies and organizations serving the low- to moderate- income citizens of Carrollton.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City would use city parks and city facilities located in the low- to moderate- income

target area to fulfill the goals of the 2024-2028 Five Year Consolidated Plan.

Discussion

Please see above

DRAFT

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Improve Neighborhood Infrastructure	2024	2028	Non-Housing Community Development	City limits of Carrollton Texas CDBG LMI Target Area	Neighborhood Infrastructure Improvements	CDBG: \$1,100,000.00	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 6555 Persons Assisted
2	Enhance Code Enforcement	2024	2028	Non-Housing Community Development	CDBG LMI Target Area	Housing and Neighborhood Improvements	CDBG: \$90,000.00	Rental units rehabilitated: 1200 Household Housing Unit
3	Preserve Existing Housing Stock	2024	2028	Affordable Housing	City limits of Carrollton Texas CDBG LMI Target Area	Housing and Neighborhood Improvements	CDBG: \$135,000.00	Homeowner Housing Rehabilitated: 20 Household Housing Unit
4	Assist Service Providers	2024	2028	Homeless Non-Homeless Special Needs Non-Housing Community Development	City limits of Carrollton Texas CDBG LMI Target Area	Public Services/Social Supports	CDBG: \$113,350.00	Homelessness Prevention: 300 Persons Assisted Other: 150 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Historical Rehabilitation	2024	2028	Non-Housing Community Development	CDBG LMI Target Area	Historical Rehabilitation	CDBG: \$50,000.00	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Improve Neighborhood Infrastructure
	Goal Description	CDBG funding to be used for infrastructure projects in the LMI area relating to city parks and neighborhood streets/alleys. For PY25 this would also include CDBG funding to remove handicap accessibility issues at Carrollton City Hall on the north and east sides of the building.
2	Goal Name	Enhance Code Enforcement
	Goal Description	CDBG funding to be used to provide salary and benefits for one code enforcement officer to work in the LMI area performing rental inspections in multi-family apartment communities
3	Goal Name	Preserve Existing Housing Stock
	Goal Description	CDBG funding to be used for the Minor Home Repair Program and Emergency Repair Program
4	Goal Name	Assist Service Providers
	Goal Description	CDBG funding as part of the allowed 15% Public Services cap will be used to assist Metrocrest Services assisting with Homelessness, and to WOVEN Medical Clinic to provide medical services to those of low- to moderate- income.
5	Goal Name	Historical Rehabilitation
	Goal Description	CDBG funding for phase 2 of rehabilitation at the state registered Historical Carrollton Black Cemetery to abate code violations and blight issues.

Projects

AP-35 Projects – 91.220(d)

Introduction

This section details the projects proposed for the PY25 Action Plan for the City of Carrollton, Texas.

Projects

#	Project Name
1	City Parks Projects
2	Housing Rehabilitation
3	Enhanced Code Enforcement
4	Infrastructure Projects in LMI area
5	Handicap Accessibility Project - City Hall
6	Public Services
7	Historic Rehabilitation - Carrollton Black Cemetery Phase 2
8	Administration

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The priorities of the amended PY25 Action Plan are based on the needs in Carrollton, as described in the MA and NA sections of the city's 2024-2028 Consolidated Plan. Carrollton will allocate a total of \$1,728,350 in CDBG funding to meet these objectives.

1. \$190,000 City Park Projects
2. \$135,000 Housing Rehabilitation Projects
3. \$90,000 Enhanced Code Enforcement
4. \$1,000,000 Infrastructure Project in the LMI area (Park Terrace)
5. \$100,000 Accessibility Project for City Hall
6. \$113,350 Public Services
7. \$50,000 Historic Rehabilitation: Carrollton Black Cemetery Phase 2
8. \$50,000 Administration

Local obstacles for addressing underserved needs include the redevelopment and gentrification of areas in the city's LMI Target Area. These include the addition of new apartment communities with higher income thresholds for those to qualify to live on site,

and individuals of higher income residing within those units, thereby lowering the LMI threshold below 50% in certain areas. On a national level, the greatest obstacle for the future is the threat of the current presidential administration. The current presidential administration is seeking to abolish the CDBG program run through HUD along with other entitlement programs which will penalize those of low- to moderate- income who need of assistance and will no longer have any kind of safety net for them to fall back on.

DRAFT

AP-38 Project Summary

Project Summary Information

1	Project Name	City Parks Projects
	Target Area	CDBG LMI Target Area
	Goals Supported	Improve Neighborhood Infrastructure
	Needs Addressed	Housing and Neighborhood Improvements
	Funding	CDBG: \$190,000.00
	Description	The following city parks in PY25 are included as activities as part of this project. Downtown Square Park, Thomas Park, Pioneer Park, and Rhoton Park. All of these parks are located in the low- to moderate-income areas identified through the census tracts and blocks.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	The projects for these four parks are expected to benefit a total of 30,350 individuals of which 17,485 are considered low- to moderate-income. These projects would be addressing a 57.61% rate of low- to moderate- individuals living within the service areas of the park projects for the PY25 Action Year.
Location Description	City park projects include activities at the Downtown Square Park at 1103 W. Main Street, Pioneer Park at 1199 S. Main Street, Thomas Park 1955 N. Perry Road, and Rhoton Park at 2250 Ridgedale Drive.	
Planned Activities	Planned activities for Downtown Square Park include replacement lighting, repair to the gazebo, fountain repair/updating, and installation of picnic tables and chairs. Pioneer Park will have the installation of interactive music devices/artwork. Thomas Park will be replacement of water features in the children's splash pad area and resurfacing of sports courts in the park. Rhoton Park will involve resurfacing of the sports court.	
2	Project Name	Housing Rehabilitation
	Target Area	City limits of Carrollton Texas CDBG LMI Target Area
	Goals Supported	Preserve Existing Housing Stock
	Needs Addressed	Housing and Neighborhood Improvements
	Funding	CDBG: \$135,000.00

	Description	Housing rehabilitation will include funding to the Minor Home Repair Program and Emergency Repair Program to provide low-income residents with assistance on health and safety issues on their home.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	The Minor Home Repair Program is expected to assist 15 families while the Emergency Repair Program will assist 5 families during PY25.
	Location Description	These programs are open to any low- to moderate- income families who qualify and live within the city limits of Carrollton. These two activities include but are not confined to the city's LMI Target Area.
	Planned Activities	Minor Home Repair projects are to be done on single-family homes for low- to moderate- income qualifying homeowners. This program does not include work on foundations, fences or retaining walls, or items off of the house as part of the Minor Home Repair Program. The Emergency Repair Grant for low- to moderate- income qualifying homeowners assists in making emergency repairs for immediate health and safety issues.
3	Project Name	Enhanced Code Enforcement
	Target Area	CDBG LMI Target Area
	Goals Supported	Enhance Code Enforcement
	Needs Addressed	Housing and Neighborhood Improvements
	Funding	CDBG: \$90,000.00
	Description	The Enhanced Code Enforcement will have a code enforcement officer who will work only in the low- to moderate- income areas of Carrollton.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	The enhanced Code Enforcement Officer will address 1200 multi-family rental units and the families who reside within those units in the LMI Target Area.

	Location Description	The multi-family apartment units inspected by the Enhanced Code Enforcement Officer are all located within the city's designated LMI Target Area.
	Planned Activities	Perform annual exterior inspections of multi-family apartment complexes in the CDBG LMI Target Area. This will also include interior inspections of between 10% to 15% of total apartment units in these complexes to address code violations and to ensure a healthy and safe environment to live in.
4	Project Name	Infrastructure Projects in LMI area
	Target Area	CDBG LMI Target Area
	Goals Supported	Improve Neighborhood Infrastructure
	Needs Addressed	Neighborhood Infrastructure Improvements
	Funding	CDBG: \$1,000,000.00
	Description	Infrastructure projects in the low- to moderate income area as defined by census information based on census tracts and blocks. Projects to be overseen by Public Work. This includes 1000-1200 block of Ryan Avenue, 1000-1100 block of Terrace Trail, 1000 block of Mountview Drive, 1700-1800 block of Ridge Road, 1000 block of Summit Circle, 1700 block of Summit Drive, 1000-1200 block of Park Avenue, 1700 Park Heights Circle, 1700 block of Vista Verde Circle, 1800 block of Haley Circle.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	The planned activity for Park Terrace subdivision a total of 2055 LMI individuals.
	Location Description	Public Works will be repairing/replacing streets within the subdivision. This includes 1000-1200 block of Ryan Avenue, 1000-1100 block of Terrace Trail, 1000 block of Mountview Drive, 1700-1800 block of Ridge Road, 1000 block of Summit Circle, 1700 block of Summit Drive, 1000-1200 block of Park Avenue, 1700 Park Heights Circle, 1700 block of Vista Verde Circle, 1800 block of Haley Circle.
	Planned Activities	The activity will be performed by a city contractor monitored by the city's Public Works Department for repair of streets within the subdivision.

5	Project Name	Handicap Accessibility Project - City Hall
	Target Area	City limits of Carrollton Texas
	Goals Supported	Improve Neighborhood Infrastructure
	Needs Addressed	Neighborhood Infrastructure Improvements
	Funding	CDBG: \$100,000.00
	Description	Project to add additional handicap accessibility ramp on north side of city hall, and to repair/replace accessibility ramp on east side of city hall.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	The Accessibility project is expected to assist 3500 individuals who visit city hall each year.
	Location Description	This activity is to be performed at the Carrollton City Hall to remove obstructions for handicap accessibility to the building.
Planned Activities	This activity calls for the installation of a handicap ramp on the north side of the building allowing access by handicapped individuals from the north parking lot. Also, repair and replacement of the handicap accessway along the east side of the building from the east parking lot will be addressed. The east handicap has been the primary entrance way into city hall for those who are handicapped. However, over the years due to subsidence issues the ground has dropped significantly making it difficult for handicapped visitors to enter city hall.	
6	Project Name	Public Services
	Target Area	CDBG LMI Target Area
	Goals Supported	Assist Service Providers
	Needs Addressed	Public Services/Social Supports
	Funding	CDBG: \$113,350.00
	Description	Public services will provide funds to Metrocrest Services and Woven Medical Clinic to provide assistance with homelessness and health care to low-income residents.
	Target Date	9/30/2026

	Estimate the number and type of families that will benefit from the proposed activities	A total of 450 families are expected to benefit from the activities proposed by Metrocrest Services and WOVEN Medical Clinic.
	Location Description	Assistance provided by both Metrocrest Services and WOVEN Medical Clinic are available throughout the city limits of Carrollton, which also includes the LMI Target Area.
	Planned Activities	Metrocrest Services is using Public Service Funding to assist 300 individuals/families being affected by homelessness issues. WOVEN Medical Clinic is using their Public Service Funding to assist low- to moderate- income residents in Carrollton with medical treatment and care.
7	Project Name	Historic Rehabilitation - Carrollton Black Cemetery Phase 2
	Target Area	City limits of Carrollton Texas
	Goals Supported	Historical Rehabilitation
	Needs Addressed	Historical Rehabilitation
	Funding	CDBG: \$50,000.00
	Description	Phase 2 of rehabilitation of the Carrollton Black Cemetery to remove and abate code violations at the state registered historical cemetery.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	An unknown number of families would benefit from the proposed activities at this location.
	Location Description	The Carrollton Black Cemetery is listed on the roles of the Texas Historical Commission at 1615 W. Beltline Road. A review of the plats on file indicates the Cemetery is contained with the commercial property of 1525 W. Beltline Road.
	Planned Activities	This rehabilitation project is Phase 2 to remove code violations and blight. This phase includes removal of sign code violations, and installation of a security gate for the property.
	Project Name	Administration

8	Target Area	City limits of Carrollton Texas CDBG LMI Target Area
	Goals Supported	Improve Neighborhood Infrastructure Enhance Code Enforcement Preserve Existing Housing Stock Assist Service Providers Historical Rehabilitation
	Needs Addressed	Neighborhood Infrastructure Improvements Housing and Neighborhood Improvements Public Services/Social Supports Historical Rehabilitation
	Funding	CDBG: \$50,000.00
	Description	Administration will include legal notices, publications, and training.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	An unknown number of families will be affected by the work performed within the Administration Activity based on the planned activities
	Location Description	Training, distribution of public informational material and legal postings of CDBG plans would be effective throughout the city including the CDBG LMI target area
	Planned Activities	Administration activities would involve ongoing training of the Community Development staff to expand their knowledge based on CDBG requirements, types of programs, projects and activities which may be beneficial to the residents of Carrollton and ensuring the city remains compliant with HUD guidelines. Posting of required legal notices for the yearly Annual Action Plan and the year end Consolidated Annual Performance and Evaluation Report (CAPER) and any amendments made to those reports. Costs would also cover development and distribution of informational material relating to projects and services available to the public.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

For the amended PY25 Action Plan, CDBG funding for the NOTICE program will be allocated to CDBG-eligible priority neighborhoods. Neighborhoods receiving improvements are ranked according to infrastructure needs.

For the 2024-2028 Consolidated Plan, low- and moderate- income (LMI) areas were identified using the HUD provided Low- and Moderate- Income Summary Data (LMISD). The underlying data in the LMSID are from the 2016-2020 ACS.

The calculation used to identify LMI areas was:

1. Determine average household size by Census Tract using 2016-2020 ACS;
2. Determine the LMI ceiling by tract, which is 80% of the median family income limit closest to the tract-level average family size;
3. Using household income distribution data from the ACS, determine the number of households in the tract that earn less than the LMI ceiling;
4. Calculate the proportion of the tract's households that the LMI households represents.

During the amended PY25 Action Plan year, the City of Carrollton will allocate funding geographically toward Enhanced Code Enforcement of apartment communities within the NOTICE Priority Target Area of the city. Infrastructure projects were identified for city facilities, historical rehabilitation, and neighborhoods also located within the target area.

Geographic Distribution

Target Area	Percentage of Funds
City limits of Carrollton Texas	26
CDBG LMI Target Area	74

Table 9 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Apartment communities located within the LMI Target Area are comprised of approximately 6,300 units. These multi-family communities tend to be older communities built during a period in which construction codes were weaker than they are currently. Also, some of the property owners of those multi-family communities in the LMI area at times fail to take

prompt action to maintain their properties on a regular basis, forcing the city to act to gain compliance so the residents may reside and live in a manner which is safe for their families. The Carrollton Black Cemetery is listed on the Texas State Historical Commission and the rehabilitation project will be Phase 2, which will address sign code violations and blight at the cemetery. Several city parks in the LMI Target Area will also be improved to provide residents with more amenities and enhancements which exist in newer city parks.

Discussion

Please see above.

DRAFT

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

One Year Goals for the Number of Households to be Supported	
Homeless	300
Non-Homeless	20
Special-Needs	0
Total	320

Table 5 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	300
The Production of New Units	0
Rehab of Existing Units	20
Acquisition of Existing Units	0
Total	320

Table 6 - One Year Goals for Affordable Housing by Support Type

Discussion

The city through CDBG funding to Metrocrest Services will be addressing the needs of preventing homelessness in Carrollton for 300 individuals/families. The Minor Home Repair Program and Emergency Repair Program funded through CDBG will be aiming to address 20 households with health, safety concerns, and/or code violations.

AP-60 Public Housing – 91.220(h)

Introduction

This section is not applicable as the City of Carrollton does not have a public housing authority.

Actions planned during the next year to address the needs to public housing

N/A

Actions to encourage public housing residents to become more involved in management and participate in homeownership

N/A

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

N/A

Discussion

N/A

DRAFT

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

This section describes the activities planned during the PY25 Program Year to address the needs of persons who are homeless and other non-homeless special needs.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Outreach to persons experiencing homelessness is done through the City's partners, primarily Metrocrest Services. If City staff, such as members of law enforcement, code enforcement or other city departments, encounter persons experiencing homelessness, referrals to Metrocrest Services are made. The City of Carrollton allocates a portion of General Funds each year to support Metrocrest Services and other social service providers and their efforts to prevent homelessness and provide needed services to the homeless population. Further CDBG funding is provided directly to Metrocrest Services specifically aimed at and used to address homelessness in the community. The needs of persons who are homeless are assessed routinely as part of program provisions. In 2025, Carrollton continued to participate in the Point In Time Count, recognizing chronic homelessness is an emerging issue in Carrollton. Families meeting the McKinney-Vento definition of homelessness are identified by the school district and receive referrals to Metrocrest Services or other appropriate providers. Carrollton's philosophy is to put resources into the hands of local experts who are best positioned to assess and serve those experiencing homelessness.

Addressing the emergency shelter and transitional housing needs of homeless persons

Area homeless service providers would like a more sophisticated and coordinated effort to address the needs of the homeless and at-risk population in Carrollton; this includes some type of transitional shelter or housing. Funding constraints have been the primary barrier to the creation of a more comprehensive approach to homelessness in Carrollton.

The chronically homeless require wraparound services that are not always cost effective to provide in a smaller community like Carrollton; as such, Carrollton service providers and the city staff sometimes must refer individuals with more intensive supportive service

needs, such as permanently supportive housing, back to urban centers to access needed services.

The City of Carrollton will continue to support strengthening the capacity of local service providers to assist persons who are homeless or at-risk of homelessness through general fund contributions. The City also plans to make an estimated \$500,000 available General Funds to further fund social service activities. The City will also be allocating \$90,075 in CDBG funding to Metrocrest Services to specifically fund programs addressing homeless in Carrollton.

This includes funding organizations to provide counseling services, childcare, transitional housing, health care, drug and alcohol detoxification, classes on parenting skills, access to medical facilities and community-based family support centers, job training, rental and utility payment assistance.

Services funded by Carrollton and delivered by Metrocrest Services to families who are experiencing housing instability, including the homeless population and those on the verge of homelessness, include:

- Case Management: Comprehensive evaluation and assessment of individual needs
- Housing instability prevention strategies
- Rent/Mortgage assistance
- Utility assistance
- Financial literacy education, including budgeting and financial management
- Wraparound services such as GED prep, employment services, education and certification at local colleges
- Medical/Dental/Vision assistance
- Emergency food assistance
- Emergency clothing assistance
- Emergency housing assistance
- Transportation assistance (DART passes, gas cards)
- Minor home repair assistance (seniors only)
- Seasonal programs: Holiday food and gifts, summer food, back to school supplies
- Tax preparation assistance
- Information and referral support

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make

the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

Please see above

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

Please see above

Discussion

Please see above

DRAFT

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

The City of Carrollton is in the process of completing its most recent Analysis of Impediments (AI) and is currently running in parallel to the PY25 Action Plan for public review. Therefore, for the PY25 Action Plan the city is reporting information based on the last completed AI performed in 2020. In 2020 the AI identified the following impediments:

1. The city's zoning and land use code could be improved to better align with best practices and minimize the potential for disparate treatment which affects people with disabilities.
2. Lack of affordable rental housing in Carrollton disproportionately impacts Hispanic residents and large families.
3. Residential credit is difficult to access for minority households in Carrollton.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The AI made the following recommendations to address the identified impediments:

1. The city incorporates an accommodation policy into the zoning and land use code to increase awareness and understanding of this policy.
2. Increase the inventory of affordable rentals in Carrollton by continuing to support the development of subsidized rentals which are affordable to residents earning less than \$25,000 up to \$50,000 per year.
3. Improve personal credit and financial literacy by working with nonprofit housing partners to offer Public Service Announcements and other forms of outreach regarding good lending decisions and how to be aware of predatory lending practices.
4. City should continue funding of home improvement and modification repair programs to assist low- to moderate- income residents with home improvements, accessibility modifications, and repairs that they cannot afford or for which they cannot access residential credit from the private sector.

Discussion:

Please see above.

DRAFT

AP-85 Other Actions – 91.220(k)

Introduction:

This section reports additional efforts the city will undertake during the PY25 Action Plan to address residents' housing and community development needs.

Actions planned to address obstacles to meeting underserved needs

Limited funding and resources to address the most complicated situations (e.g., chronically homeless) are the primary obstacles to meeting underserved needs in Carrollton. CDBG funding in the amount of \$90,075 was allocated to Metrocrest Services to address homeless needs in Carrollton. Medical care options for those of low- to moderate- income have also become a concern. To help address this issue \$23,275 was allocated to WOVEN Medical Clinic to provide medical assistance to Carrollton residents who qualify as low- to moderate- income. The City will also allocate approximately \$500,000 in General Funds to its social service partners to help meet the basic unmet needs of residents, including food, medical care, clothing, and emergency housing assistance.

Actions planned to foster and maintain affordable housing

Housing actions will be accomplished through existing efforts to preserve affordable housing through neighborhood and housing unit improvement through the Minor Home Repair Program and by Enhanced Code Enforcement for inspections of multi-family apartment communities which serve those of low- to moderate- income.

Actions planned to reduce lead-based paint hazards

Mitigating lead-based paint hazards will mostly be accomplished through lead-paint testing and, if lead is found, abatement through the Minor Home Repair Program.

The City will also provide information regarding the hazards of lead-based paint and display and distribute materials on lead-based paint hazards during annual community events.

Actions planned to reduce the number of poverty-level families

The City's anti-poverty efforts undertaken during the 2024-2028 Consolidated Plan period

are detailed in SP-70. During the Action Plan year, the following activities will be continued:

- Continue to plan for how to better coordinate local resources to increase educational opportunities for low-income persons to improve their ability to earn better wages.
- Examine the linkage between job training programs and local job creation efforts. Ensure job training matches expected and growing employment opportunities.
- Promote financial counseling and classes on budgeting and money management.
- Examine and identify opportunities for improvements in linkages between housing, employment and educational systems and/or facilities.
- Promote programs and training that help families-in-need to become more self-sufficient.

In addition, the Community Development staff will provide technical assistance and information to private and public organizations that seek to provide affordable housing and support services to residents of Carrollton.

Actions planned to develop institutional structure

The City will continue to promote and emphasize the need for greater coordination between all agencies active in Carrollton to minimize the duplication of efforts. Cooperative efforts in applying for available funds will be initiated between public and private housing providers to maximize the potential for being awarded funds by the state and federal government. Efforts to enhance coordination between the public and private sector will ensure needs are being properly addressed and resources are being maximized. One of Carrollton's strengths is the strong partnerships developed between city departments and local agencies, with the objective of most efficiently and effectively meeting local needs.

Actions planned to enhance coordination between public and private housing and social service agencies

Please see above.

Discussion:

Please see above.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction:

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, ADOPTING THE DRAFT PROGRAM YEAR 2025 COMMUNITY DEVELOPMENT BLOCK GRANT ONE-YEAR PLAN OF ACTION AND BUDGET AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Carrollton, Texas (the 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, the City of Carrollton is entitled to receive \$755,813 in Community Development Block Grant funds from the United States Department of Housing and Urban Development in Program Year 2025; and

WHEREAS, on June 16, 2025, the Neighborhood Advisory Commission held a public hearing on the Program Year 2025 Community Development Block Grant One-Year Plan of Action and Budget, and after all persons were given an opportunity to present verbal and written testimony, did consider and unanimously approve this Plan and Budget for City Council consideration; and

WHEREAS, the City Council conducted a public hearing on July 8, 2025, and thereby provided all persons with an opportunity to present verbal and written testimony; and

WHEREAS, the City Council has been presented and reviewed the Program Year 2025 Community Development Block Grant One-Year Plan of Action and Budget and is attached hereto as Exhibit "A", which is incorporated herein for all purposes; and

WHEREAS, the City Council has concluded that the adoption of the Plan and Budget for the Program Year 2025 is in the best interest of the City and is for the purpose of securing additional community development resources for the primary benefit of low- and moderate-income citizens.

NOW, THEREFORE, BE IT RESOLVED BY THE 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 hereby approved, ratified and incorporated into the body of this Resolution as if copied in their entirety.

SECTION 2

The Program Year 2025 Community Development Block Grant One-Year Plan of Action and Budget, which draft document is attached hereto and incorporated herein for all purposes, establishes the strategies and goals for the Carrollton Community Development Block Grant Program and is hereby adopted by the City Council.

SECTION 3

The City Manager is authorized to take all action necessary to effectuate the intents and purposes of this Resolution.

SECTION 4

This Resolution shall take effect upon passage.

DULY PASSED AND APPROVED by the City Council of the City of Carrollton, Texas this 8th day of July, 2025.

CITY OF CARROLLTON, TEXAS

Steve Babick, Mayor

ATTEST:

Chloe Sawatzky, City Secretary

APPROVED TO FORM:

APPROVED TO CONTENT:

Meredith A. Ladd,
City Attorney

Cory Heiple,
Director Environmental Services



Agenda Memo

Agenda Date:

Version: 1

Status: Public Forum

In Control: City Council

File Type: Public Forum

Agenda Number: 21.

Public Forum is the opportunity for citizens/visitors to speak on items not listed on the posted meeting agenda. Citizens/visitors wishing to address the Council regarding items on the posted meeting agenda will have the opportunity to speak during the Citizen Comment.

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 city of residence prior to beginning your remarks; Speakers will be allowed up to 3 minutes for testimony; Speakers making loud, abusive, personal, defamatory, impertinent, profane, threatening, or impertinent remarks may be removed from the room; Unauthorized remarks from the audience, stamping of feet, whistles, yells, booing, 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. Any person who does not comply with these provisions is subject to removal or forfeiting their right to attend a future meeting. In accordance with the Texas 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.