

**CARROLLTON CITY COUNCIL
REGULAR MEETING AND WORKSESSION
OCTOBER 24, 2023**

The City Council of the City of Carrollton, Texas convened in a Regular Meeting and Worksession on Tuesday, October 24, 2023 at 5:15 p.m. with the following members present: Mayor Steve Babick, Mayor Pro Tem Nancy Cline, Deputy Mayor Pro Tem H.A. “Rusty” Pendleton, Councilmembers Christopher Axberg, Jason Carpenter, Richard Fleming, and Daisy Palomo. Also present were City Manager Erin Rinehart, Assistant City Managers Marc Guy and Chrystal Davis, City Attorney Meredith Ladd and City Secretary Chloe Sawatzky.

5:15 P.M. – COUNCIL BRIEFING ROOM

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

Mayor Babick called the meeting to order at 5:15 p.m.

The Executive Session was convened prior to Item. 1.

1. Receive information and discuss Agenda.

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

- 2.** Council convened into Executive Session at 5:15 p.m. pursuant to Texas Government Code:
- **Section 551.071** for private consultation with the City Attorney to seek legal advice with respect to pending and contemplated litigation and including all matters on this agenda to which the City Attorney has a duty under the Texas Rules of Discipline and Professional Conduct regarding confidential communication with the City Council.
 - **Section 551.074** to discuss Personne Matters
 - Boards and Commissions Interviews and Appointments
- 3.** Council reconvened in Open Session at 5:55p.m. to consider action, if any, on matters discussed in the Executive Session. No action taken.

*****WORKSESSION*****

4. Receive Briefing on Lewisville Schools Bond Election.

Dr. Lori Rapp with the Lewisville Independent School District (LISD) provided an overview of the upcoming bond election. She advised it includes Propositions A – G and noted that input from the community was obtained by a task force who attended meetings and tours to determine the needs of the schools. It was noted that the last bond election was in 2017 and those projects are near completion.

Dr. Rapp explained the state funding received by LISD and stated that with the approval of the bond propositions and the tax rate changes, the proposed tax rate including the increased homestead exemption, would be 10.6 cents less than in 2023. The ballot language was explained. Further information is available on the LISD website. Discussion followed regarding the school district’s population, which is approximately 48,000 students.

5. Receive An Informational Update From The Master Developer (Integral Group LLC) Regarding The Trinity Mills Station Project.

Ravi Shah, Director of Development Services, advised that Phase I of the Trinity Mills Station project is underway and introduced Adetayo Sanusi with Integral Group who provided an update. Mr. Sanusi reviewed that this is a multi-phase project. He stated that Phase I is a mixed use development with multi-family and retail. He advised that in March 2025 the parking garage and some of the apartments will be available and by November 2025, Phase I should be completed. Mr. Sanusi provided site photos reflecting current progress at the site and a Master Plan depiction.

6. Discuss Proposed Amendments To Title IX, Chapter 92 ‘Nuisances’ Of The Carrollton Code Of Ordinances.

Cory Heiple, Environmental Services Director, advised this is Part 2 of a Council work session discussion on proposed amendments to Chapter 92. The previous discussion was on June 20, 2023 and Council requested additional information. He reviewed that revisions are being proposed to address resident complaints, in particular regarding neighborhood parking and holiday decorations timing.

Mr. Heiple reviewed the following proposed changes:

- Removed: Restriction regarding 2 a.m. – 8 a.m. parking- Unenforceable on public streets.
- New: No parking trailers longer than two (2) hours, generally – Consistent with Sec. 72.09.
- New: Cannot obstruct bulk waste, trash bins – Beneficial for trash services.

Complaint basis only:

- Moved: Effective consent for parking within 3” of driveway – Currently in Section 72.06(B).
- New: Effective consent 7’ of mailbox 8 a.m. – 5 p.m. – Time and distance consideration.

Example photos were provided. Mr. Heiple provided parking complaint data assembled by Code Enforcement staff.

Mr. Heiple provided benchmarking information regarding mailbox parking; Lewisville was the only city prohibiting between 9 a.m. and 5 p.m. and within 10 feet. Similar data was collected for driveway impediment parking; Coppell and Farmers Branch both restrict it in some way.

Regarding, holiday decorations, Mr. Heiple provided the following definition:

“Temporary, non-commercial display and decoration celebrating any religious day, state celebration, national celebration which is nationally or state recognized on which ordinary business may be suspended in commemoration of the event. The items include but are not limited to holiday lighting on houses, the yard, or shrubbery; yard ornaments or decorations; cold air inflatable devices.”

Mr. Heiple noted that there are 229 holidays included in a calendar year. Sample photos of yard ornamentation were provided. Currently these are responded to on a complaint basis and that data was reviewed. Benchmarking information for surrounding cities regarding decorations was provided.

Mr. Heiple reviewed the previous work session recommendations for holidays' inclusive dates for decorations. He offered revised options as follows:

- Option 1- Halloween – 30 days before and after
- Option 2- Thanksgiving – 45 days before, 15 days after
- Option 3 - Christmas – No more than 60 consecutive days
- Option 4 – Electrical Code (90 days total)
- Option 5 – No enforcement (current)

Mayor Babick reviewed that any of the situations discussed are complaint based. Several Council members presented possible scenarios for holiday decorations asking how each would be addressed. Following discussion, Council consensus was to select Option 1 to allow holiday decorations 30 days before and 30 days after all holidays.

Discussion followed with clarifications regarding what defines a “trailer”. Councilmember Carpenter voiced concerns about restricting people from parking on the street in a location that impedes access to residential mailboxes. Councilmember Axberg spoke in favor of the city having the ability to address blocked mailboxes. Council consensus was to direct staff to proceed with the recommendations presented regarding parking.

7. Receive A Briefing On Proposed Amendments To The Sign Code Related To The (TC) Transit Center Zoning District.

Ravi Shah, Director of Development Services, advised that amendments to the Sign Code are intended to improve the quality of signs allowed, in particular for the Transit Center Zoning District, and to streamline the permitting process. Mr. Shah introduced Ed Green, Plan Review Manager, who processes sign permits for the city.

Mr. Green provided an overview of proposed changes as follows:

- Pan Signs- to be prohibited as wall signs, except on warehouse and industrial buildings.
- Vertical Projecting Signs- to be permitted on buildings one-story and greater in height. 20% of the sign can project above the top of the roof of one-story buildings; sign height and square footage of sign dependent on the number of stories.
- Projecting Signs- may be constructed as a pan or drum.
- Rooftop Signs- to be permitted in front of pitches architectural metal roofs, cantilevered roofs and attached canopies on buildings one-story or greater in height; height and square footage dependent on number of stories.
- Exposed Bulb Signs- to be permitted; language cleanup to encourage Neon Signs; internally illuminated molded cabinet signs to be permitted.

Mr. Green also reviewed proposed revisions to Window Signs and Multi-Story Office Building Signs. He advised the sign code proposed changes will be presented for Council consideration on November 7, 2023.

Mayor Babick adjourned the Work Session following Item 7 to convene the Regular Meeting.

At the conclusion of the Regular Meeting the Work Session was reconvened.

8. 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 7:23 p.m.

INVOCATION – Councilmember Richard Fleming

PLEDGE OF ALLEGIANCE – Councilmember Jason Carpenter

PRESENTATIONS

9. **Receive A Presentation From Carrollton Students Of The Farmers Branch Chamber Of Commerce Workforce Success Bootcamp.**
10. **Present A Proclamation Recognition The Dallas Area Rapid Transit’s 40th Anniversary.**
11. **Recognize Community Groups For Exemplifying Council’s Vision.**

PUBLIC COMMENT

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

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

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

CONSENT AGENDA

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

Councilmember Fleming requested Item 26 be pulled from the Consent Agenda for separate discussion.

Mayor Pro Tem Cline moved to approve Consent Agenda Items 13-25 (as stipulated) and 27-28; second by Deputy Mayor Pro Tem Pendleton. The motion was approved with a unanimous 7-0 vote.

MINUTES

- *13. Consider Approval Of The July 21 & 22 Strategic Retreat Minutes.**
- *14. Consider Approval Of The July 25, 2023 Regular Meeting Minutes.**
- *15. Consider Approval Of The August 1, 2023 Regular Meeting Minutes.**

BIDS & PURCHASES

- *16. Consider Approval Of RFP #23-039 For HVAC Services For The Facility Services Department From CMS Mechanical Services, Inc. As The Primary Vendor And From McCloskey Mechanical Contractors, Inc. As The Secondary Vendor In An Amount Not To Exceed \$100,000.00 Annually, For A Total Three-Year Contract Amount Not To Exceed \$300,000.00.**
- *17. Consider Approval Of RFP #23-037 For Diamond Tip Sawblades From Arco Contracts Supply Company For The Public Works Department In An Amount Not To Exceed \$23,913.00 Annually, For A Total Three-Year Contract Amount Not To Exceed \$71,739.00.**

RESOLUTIONS

- *18. Consider A Resolution Authorizing The City Manager To Negotiate And Execute An Economic Development Incentive Agreement With Josey Trinity Mills, Ltd. For The Renovation Of 2630 North Josey Lane, Suites 121, 120 and 114 Of The Trinity Valley Shopping Center, In An Amount Not To Exceed \$52,260.00.**
- *19. Consider A Resolution Appointing Members To Serve On The Capital Improvements Plan Advisory Committee And Naming A Chair.**
- *20. Consider A Resolution Ratifying Members To Serve On The Civil Service Commission And Naming A Chair.**
- *21. Consider A Resolution Appointing Members To Serve On The Library Board And Naming A Chair.**
- *22. Consider A Resolution Appointing Members To Serve On The Museum And Historic Advisory Committee And Naming A Chair.**
- *23. Consider A Resolution Appointing Members To Serve On The Neighborhood Advisory Commission And Naming A Chair.**
- *24. Consider A Resolution Appointing Members To Serve On The Parks And Recreation Board And Naming A Chair.**
- *25. Consider A Resolution Appointing Members To Serve On The Planning And Zoning Commission And Naming A Chair.**

- *26. Consider A Resolution Appointing Members To Serve On Property Standards Board And Naming A Chair.**

Item 26 was pulled from Consent for separate consideration.

Councilmember Palacios moved to approve Consent Agenda Item 26 (as stipulated); second by Deputy Mayor Pro Tem Pendleton.

Councilmember Fleming inquired regarding the process for considering applicants for the Boards, and in particular the Property Standards Board. He asked whether any form of matrix is used to help evaluate and ensure diversity in the appointment process. Mayor Babick responded that Council reviewed the applications at the last meeting with Council members making recommendations regarding the Planning and Zoning Commission and the Property Standards Board to fill vacancies. Three of those candidates were interviewed tonight. Council members agreed to the placement of permanent members of this Board by consensus. He advised that Alternates are selected by the same process and if a vacancy occurs during the year, an Alternate can be seated at the next City Council meeting. Mayor Babick added that the process has been consistent since he was elected to Council in 2019. In response to Councilmember Fleming's inquiry as to whether there is a matrix used to ensure diversity on the Boards, Mayor Babick advised there is not, adding that each Council member must use their own criteria to consider the applications submitted by candidates.

The motion was approved with a 6-1 vote. Councilmember Fleming voted in opposition.

- *27. Consider A Resolution Appointing Members To Serve On The Traffic Advisory Committee And Naming A Chair.**
- *28. Consider A Resolution Appointing Members To Serve On The Tax Increment Reinvestment Zone No. 1 Board And Naming A Chair.**

PUBLIC FORUM

- 34. Hearing of any citizen/visitor on items not listed on the regular meeting agenda. Citizens wishing to address the Council regarding items on the posted agenda will be called to speak during the Council's consideration of such items.**

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

Suzanna Dooling, 1406 Overture Way: Spoke in favor of composting services for the city as available from Republic Services. She also advised that the city no longer holds the Tree City USA status. She requested confirmation of both programs.

Bob and Maryann Peterson: Ms. Peterson spoke of a dog attack at 1511 Estates Way whereby she was injured and their dog was killed. She advised the dog was euthanized and the residents evicted. She advised more needs to be done regarding this circumstance. Mr. Peterson read a list of questions regarding the resident at that address. Ms. Peterson advised this is a follow up to email sent previously to Council.

At the conclusion of the Regular Meeting, Mayor Babick continued with the Work Session Item 8.

ADJOURNMENT - Mayor Babick adjourned the meeting at 8:30 p.m.

ATTEST:

Chloe Sawatzky, City Secretary

Steve Babick, Mayor