

**CARROLLTON CITY COUNCIL
REGULAR WORKSESSION AND MEETING
AUGUST 16, 2016**

The City Council of the City of Carrollton, Texas convened in a Regular Worksession and Meeting on Tuesday, August 16, 2016 at 5:15 p.m. with the following members present; Mayor Matthew Marchant, Mayor Pro Tem Doug Hrbacek, Deputy Mayor Pro Tem Steve Babick, Councilmembers Bob Garza, Anthony Wilder, Glen Blanscet, John Sutter and James Lawrence. Also present were City Manager Leonard Martin, Assistant City Managers Marc Guy, Bob Scott, and Erin Rinehart, City Attorney Meredith Ladd and City Secretary Laurie Garber.

5:15 P.M. – COUNCIL BRIEFING ROOM

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

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

*****WORKSESSION*****

Mayor Marchant stated that they would discuss Item 4 prior to the 5:45 pm usual beginning time.

4. Interview Executive Search Firms For City Manager Recruitment.

Mayor Marchant stated they would interview three different firms, two in person and one via telephone. City Manager Leonard Martin explained the process the Council could expect.

Ron Holifield, SGR, stated he spent about 20 years as a city manager and spent his entire career in the Dallas area. He stated he is very familiar with Carrollton and stated the city manager position will require someone very special to be able to continue building on its reputation. He stated that SGR was the third largest local government executive search firm in the nation. He stated he believes in what Carrollton is doing and he would be emotionally invested in its success. He listed the North Texas cities he's worked with to fill city manager positions as well as top management positions such as assistant city managers. He explained the marketing that would occur and he stated he would personally manage the search. He explained that there would be nine team members working on the search but he would be the only contact with the City. He concluded underscoring his personal interest in finding the right person for Carrollton and thanking the Council for their time.

Collin Baenziger, Colin Baenziger & Associates, stated he began the firm in 1997 feeling like he was good at picking the right person for various positions. He stated they have now been in 29 states and advised they do about 70% of the searches in Florida when a recruiter is used. He stated they would provide a turn-key search and would deliver on time, on budget with great results. Mayor Marchant asked about handling the distance and Mr. Baenziger felt there wasn't much distance between Florida and Texas and they would spend the time they need to spend in order to provide the service Carrollton needs. With regard to evaluating soft skills, he stated he would spend time with the Council, staff and community to get a feel for the situation to assess the candidates. He talked about a couple of search experiences and wished the Council the best on their decision.

Jason Gray, JD Gray Group, LLC, stated he has had the firm for the past 2½ years and was city manager in McKinney, Celina and also Frisco and was very familiar with the area. A primary focus

of the consulting firm was to help cities continually get better at what they do and to help city managers and councils continually strive for excellence. He described the process and methodology they employ and stated they would stay in touch with the Council and continue to coach the selected employee for two years. He stated his appreciation for Council considering his proposal and reiterated that Carrollton was in a great position to go through a thorough process.

Mayor Marchant suggested they proceed with the Consent Agenda review and discuss the search firms at the time it is slated.

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

*****WORKSESSION*****

4. **Interview Executive Search Firms For City Manager Recruitment.**

Various Council members noted their preference for SGR. A brief discussion was held regarding the next steps and Council requested a schedule from SGR.

6. **Discuss Traffic Advisory Committee Appointments.**

After discussion regarding the various applicants, a consensus was reached in favor of appointing Michelle Inzunza and Rennie Dickson.

7. **Discuss Possible Dates For The Boards And Commissions Appreciation Dinner.**

A consensus was reached in favor of October 20 at the Crosby Recreation Center beginning at 5:30 pm.

5. **Discuss Fiscal Year 2017 Preliminary Budget.**

Councilmember Wilder stated he is not in favor of the proposed tax rate which means he does not want to do all of the decision points and reviewed various indexes to explain his desire to reduce the proposed tax rate. Mayor Marchant also reviewed the tax rates of other cities reflecting on the increases of those cities while Carrollton held the rate. He further noted that Council needed to keep in mind the cost of adding services such as a police bicycle unit or a medic unit. Leonard Martin cautioned the Council on just following statistics such as number of police officers per capita underscoring consideration of the needs of the community and the long term vision for the city. Councilmember Sutter asked if the City had looked into other options than providing the SPAN service for Denton County residents and Mayor Marchant recapped the discussion of the subject during last year's budget consideration and the consensus was to get updated information.

Mayor Marchant recessed the Worksession at 6:57 p.m. to convene in Regular Session.

*****REGULAR MEETING*****

Mayor Marchant called the Regular Meeting to order at 7:06 p.m.

INVOCATION – Councilmember John Sutter

PLEDGE OF ALLEGIANCE – Mayor Pro Tem Doug Hrbacek

PUBLIC FORUM

9. **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 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 Marchant recognized former Mayor Ron Branson in the audience.

Steve McLaughlin, 1820 Amber, stated that for the last couple of years they have had issues with the lack of enforcement and the definition of residential parking. He felt the codes need updating, clarification and proper enforcement.

CONSENT AGENDA

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

Councilmember Blanscet moved approval of Consent Agenda Items 10-21 and add the name "Strategic Government Resources" in Item 20 and with the addition of the names "Michelle Inzunza and Rennie Dickson" in Item 21; second by Mayor Pro Tem Hrbacek. The motion was approved with a unanimous 7-0 vote.

MINUTES

***10. Consider Approval Of The August 2, 2016 Regular Meeting Minutes.**

BIDS & PURCHASES

***11. Consider Approval Of The Purchase Of Travel Services For The Carrollton Senior Center From Premier World Discovery In An Amount Not To Exceed \$104,000.00.**

***12. Consider Approval Of The Purchase Of Level IV "Active Shooter" Kits And Level IIIA Ballistic Shields For The Police Department From CMC Government Supply Through A Contract With BuyBoard In An Amount Not To Exceed \$39,662.15.**

***13. Consider Approval Of RFP # 16-031 For Sand And Gravel For Various Departments From Various Vendors In An Amount Not To Exceed \$124,350.00.**

- *14. Consider Approval For Water Utilities And Storm Drain At McInnish Dog Park By EEC Enviro Services In An Amount Not To Exceed \$57,675.**

CONTRACTS & AGREEMENTS

- *15. Consider Authorizing The City Manager To Enter Into An Interlocal Agreement Between The North Central Texas Council of Governments And City of Carrollton To Purchase 2016 Aerial Photography In An Amount Not To Exceed \$6,308.50.**

- *16. Consider Authorizing The City Manager To Approve A Professional Services Contract With JBI Partners For Surveying Services For The Crosby Road Redevelopment Initiative In An Amount Not To Exceed \$33,000.00.**

RESOLUTIONS

- *17. Consider A Resolution Authorizing The City Manager To Reimburse The Texas Department Of Transportation In The Amount Of \$937,863.45 Toward The Reconstruction Of Trinity Mills Road From Willowgate Drive To Midway Road, And Establishing An Effective Date.**

- *18. Consider A Resolution Authorizing The City Manager To Approve An Interlocal Agreement With The North Central Texas Council Of Governments (NCTCOG) For Sharing Of Bid Awards.**

- *19. Consider A Resolution Authorizing The City Manager To Enter Into Single-Family Rehabilitation Incentive Agreements With Yeseica Cruz For 2305 Halifax Dr. In An Amount Not To Exceed \$565.52, With Darrell Kopaska For 1819 Baxley Dr. In An Amount Not To Exceed \$711.32, With Jean Ford Knight For 1817 Gravley Dr. In An Amount Not To Exceed \$829.70, With Lemual Carrol Lord For 1815 Baxley Dr. In An Amount Not To Exceed \$296.73, With Jessica M. Ramirez For 1811 Baxley Dr. In An Amount Not To Exceed \$252.16, With Charline C. Shehane For 1808 Baxley Dr. In An Amount Not To Exceed \$286.48, With Silvestre Perez For 1822 Baxley Dr. In An Amount Not To Exceed \$818.06, With Amy Lehman For 1833 Hood St. In An Amount Not To Exceed \$675.38, With Walter Arevalo For 1832 Spring Ave. In An Amount Not To Exceed \$697.65, With Rosa And Marcelino Gutierrez For 1834 Spring Ave. In An Amount Not To Exceed \$633.61, With Rene Lopez For 1836 Spring Ave. In An Amount Not To Exceed \$712.36, With William And Jill Morgan For 1819 Spring Ave. In An Amount Not To Exceed \$300.46, And With Brent H. Hesse For 1816 Gravley Dr. In An Amount Not To Exceed \$568.40 For An Aggregate Grant Incentive Total Not To Exceed \$7,347.83.**

- *20. Consider A Resolution Authorizing The City Manager To Negotiate And Execute A Professional Services Agreement With An Executive Search Firm For A City Manager Search.**

- *21. Consider A Resolution Appointing Members To The Traffic Advisory Committee.**

PUBLIC HEARING - INDIVIDUAL CONSIDERATION

- 22. Hold A Second Public Hearing To Consider An Ordinance Annexing 1.3 Acres Of Land Located On The South Side Of Parker Road/FM 544 West Of The Burlington Northern Santa**

Fe Railroad And Southern Half Of Culpepper Road, East Of Dozier Road. Case No. 07-16MD1 Villas At Parker, Phase 1.

Mayor Marchant opened the public hearing and invited speakers to address the Council.

Tom Sifferman, 5036 Dickens Lane, voiced concern about the two lighted billboards on the property.

There being no other speakers, Mayor Marchant closed the public hearing. He noted that the City has a policy regarding billboards.

23. Hold A Second Public Hearing To Consider An Ordinance Annexing Three Tracts Of Land Totaling Approximately 35.6 Acres Located Along The South Side Of Parker Road/FM 544 Approximately 1,100 Feet East Of Plano Parkway And Near The Intersection Of Dozier Road. Case No. 07-16MD3 Villas At Parker, Phase 2.

Mayor Marchant opened the public hearing and invited speakers to address the Council.

Tom Sifferman, 5036 Dickens Lane, stated he was concerned about traffic; who would be responsible for installing a signal light, and when would it be installed. He felt the City should be proactive rather than waiting to reach a required number of accidents.

There being no other speakers Mayor Marchant closed the public hearing. With regard to the signal light, he stated that he did not believe the City would have to work with TxDOT and suggested he contact staff to find out if the location meets the warrants for a signal light. He further noted that a four lane roadway would accommodate the cars better than the existing patchy alley.

No action required. Mayor Marchant advised that action would occur on September 20, 2016.

OTHER BUSINESS

24. Hold A Public Hearing On The Proposed 2016 Property Tax Increase And Proposed Operating And Capital Budget For The Fiscal Year October 1, 2016 Through September 30, 2017.

Mayor Marchant explained the process and encouraged citizens to watch the Worksessions on the proposed budget.

Mayor Marchant opened the public hearing.

Tom Sifferman, 5036 Dickens Lane, stated he understood the revenue would be increased by 7%; voiced concern that the employees compensation increase was 2% and also wasn't sure if the City needed all of the revenue. He understood the rate could be reduced.

There being no other speakers, Mayor Marchant closed the public hearing and stated that Council would hold a second public hearing on the proposed 2016 property tax increase and the Fiscal Year 2017 proposed budget at the September 6th 7:00 pm Council meeting at City Hall and the City Council will vote on the proposed tax rate and budget at the September 20th 7:00 pm Council meeting at City Hall. Mayor Marchant stated the City would be raising more money than last year by a large sum; and would reduce the tax rate by some extent. He noted that even at the reduced rate of \$0.6037 which is a 1.5% reduction in the rate, the revenue would still be increased.

Prior to adjourning the Regular meeting, Mayor Marchant expressed condolences to the Debbie Whitley family noting she served the City well for many years. Mayor Pro Tem Hrbacek recognized Courtney Okolo from Carrollton and Newman Smith High School who is in Rio and would be part of the Women's 4 x 400 relay team for the USA.

Mayor Marchant adjourned the Regular meeting at 7:30 p.m. and announced they would reconvene in Worksession.

*****WORKSESSION*****

Mayor Marchant reconvened the Worksession at 7:42 p.m.

5. Discuss Fiscal Year 2017 Preliminary Budget Continued.

Mayor Marchant referred to the request by Ron Branson for \$125,000 matching funds for a veterans memorial at McInnish Park and stated it seemed like that request should go through the review process rather than the budget process. Mayor Pro Tem Hrbacek agreed stating it was a valid project and stating his preference for the Parks Department and Parks Board to review the project and bring forward a recommendation to Council. Deputy Mayor Pro Tem Babick suggested allocating a small amount for design and underscored the need to show support. Leonard Martin suggested it was more important for Parks Board to consider and affirm a concept prior to allocating funds. Councilmember Wilder stated that he did not want to move forward with it; he felt it goes outside the scope of government and while he voiced appreciation for everything the veterans have done, he didn't see a need for a memorial and noted additional maintenance costs. Councilmember Lawrence disagreed and stated he felt that the project was in the scope of government in the sense of community. He stated he would like to see the project go through the Parks Board. Councilmember Garza stated it was hard to argue one way or the other when you don't really know the full scope of the project; the concept of honoring veterans was something he advocates and he voiced his favor with vetting the project through the Parks Board. Councilmember Sutter stated the amphitheater mentioned previously bothered him, but he was in favor of the Parks Board vetting the project. He stated he could not vote on something until he knows costs. Councilmember Blanscet stated he could not say he is committed to the project until he sees what the project is and he didn't want to give staff the message that they have to come up with a veterans' memorial for the traffic circle if something else would be better. He did not feel that a veterans' memorial was outside the scope of government. Mayor Marchant agreed and concluded the discussion stating that Council would like to get an objective analysis.

Mayor Marchant opened discussion on the discussion points for the items included in the proposed budget. Parks Director Scott Whitaker explained the philosophy used in considering raising the membership fee and rental fee for the senior center and stated the proposed increases are due to the increase in amenities and expanded room size. A general consensus was reached in favor of not increasing the membership fees and raising the rental fees as proposed.

During the discussion of various projects, Mayor Marchant noted that a 2017 Bond election was raised a few times and he suggested that it would be more appropriate for a bond election to be held in 2018 and agreement was voiced among the Council members.

Mayor Marchant opened the floor for discussion on the items not included beginning with the TMRS contribution with staff stating they could develop some policy options for Council to consider as well



as information on what the rate has been and where it's gone over the last few years. With regard to compensation, Mayor Marchant noted that for each percent approved the cost is \$574,000. With regard to funding bicycle units, agreement was reached to go with two for \$214,000 and try to get the COPS funding.

Deputy Mayor Pro Tem Babick requested the Council consider adding funding for the entry ways from non-recurring funds. Mayor Marchant asked staff to include a bullet for entryways with \$125,000 additional. He further summarized that the big things to think about for the September meeting was the TMRS funding; Parks report card; and compensation. Council wanted to fund many items on the list, pending a funding source. He suggested that the Council put aside the remainder of the non-recurring funds of approximately \$10M; review the Capital Improvements Plan in October and allocate the funds at that time. No objections were raised.

8. Mayor and Council reports and information sharing.

Mayor Marchant adjourned the Worksession at 10:28 pm to convene the Regular meeting.

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

2. Council convened in **Executive Session at 10:28 pm** pursuant to Texas Government Code:
 - **Section 551.071** for private consultation with the City Attorney to seek legal advice with respect to pending and contemplated litigation and including all matters on this agenda to which the City Attorney has a duty under the Texas Rules of Discipline and Professional Conduct regarding confidential communication with the City Council.
 - **Section 551.074** to discuss personnel matters.
 - Annual Performance Review of City Attorney
 - **Section 551.087** to discuss Economic Development.
3. Council **reconvened in open session at 11:10 pm** to consider action, if any, on matters discussed in the Executive Session.

Mayor Marchant adjourned the meeting at 11:10 p.m.

ATTEST:



Laurie Garber, City Secretary



Matthew Marchant, Mayor

