



City of Rowlett

Meeting Minutes

City Council

4000 Main Street
Rowlett, TX 75088
www.rowlett.com

City of Rowlett City Council meetings are available to all persons regardless of disability. If you require special assistance, please contact the City Secretary at 972-412-6115 or write 4000 Main Street, Rowlett, Texas, 75088, at least 48 hours in advance of the meeting.

Tuesday, February 21, 2017

6:15 P.M.

Municipal Building – 4000 Main Street

As authorized by Section 551.071 of the Texas Government Code, this meeting may be convened into closed Executive Session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item herein.

The City of Rowlett reserves the right to reconvene, recess or realign the Regular Session or called Executive Session or order of business at any time prior to adjournment.

Present: Mayor Gottel, Mayor Pro Tem Dana-Bashian, Deputy Mayor Pro Tem Sheffield, Councilmember Bobbitt, Councilmember van Bloemendaal, Councilmember Brown and Councilmember Hargrave

1. CALL TO ORDER

Mayor Gottel called the meeting to order at 6:16 p.m.

2. EXECUTIVE SESSION

- 2A. The City Council shall convene into executive session pursuant to the Texas Government Code, §551.074 (Personnel) to deliberate on the evaluation and duties of the City Manager. (30 minutes)
THIS ITEM WILL BE DISCUSSED FOLLOWING THE REGULAR PORTION OF THE MEETING

In Executive Session at 10:00 p.m. Out at 11:24 p.m.

3. WORK SESSION (6:15 P.M.) *Times listed are approximate.

- 3A. Discuss Financial Services Department policy regarding the payment of penalties by established area assistance programs that assist citizens of Rowlett with utility bills and implementation of a leak adjustment policy. (30 minutes)

Kim Wilson, Director of Financial Services, presented possible internal policy for the following:

- Up to three months of penalty fees could be waived once per rolling twelve month period when an established assistance organization provides for the payment of past-due residential utility bill.
- Disconnect and reconnect fees will not be waived as these incur direct costs to the utility.

A proposed residential leak adjustment policy as follows:

- Proof of an actual leak and the repair of the leak must be provided.
- Once per rolling twelve-month period for residential customers.
- No adjustments will be given for sprinkler systems, swimming pool equipment, commodes, above ground leaks or other leaks that should be noticeable by the residential customer.
- Adjustments will be given to the date the residential customer is notified by the City or the date the leak is repaired, whichever is earlier.
- The adjustment will be for a maximum of two months billed consumption.
- The adjustment will be calculated using the prior year consumption for the months being adjusted. If a customer does not have 12 months of consumption history, the adjustment will be calculated using the prior six months average.
- The adjustment will be limited to 50 percent of the consumption attributable to the leak, at the rate billed.

It was the consensus of Council to proceed with the proposed internal policy.

- 3B.** Receive a briefing regarding the annexation of approximately 733.83 +/- feet of the Dalrock Road right-of-way, a recorded public right-of-way, located within the exclusive extraterritorial jurisdiction of the City of Rowlett, and situated in Dallas and Rockwall Counties, Texas, beginning at its intersection with the southern boundary line of the Missouri Kansas-Texas Railroad tract, a public railroad right-of-way, and running southward to its intersection with the northern boundary line of Interstate Highway 30, a public right-of way. (15 minutes)

Tony Felts, Planning Manager, presented the details regarding the annexation process, the requirements for the public hearings, and the timeline for the process.

- 3C.** Discuss Life Message proposed development generally located at the intersection of Dalrock Road and Princeton Road. (30 minutes)

Marc Kurbansade, Director of Development Services, presented preliminary information on what Life Message is wanting to develop. Chris Kizziar, President of Life Message, provided more details and clarification. Councilmembers had recommendations for Mr. Kizziar on how to engage the neighborhood ahead of time to help introduce his organization to their community.

4. DISCUSS CONSENT AGENDA ITEMS

Mayor Pro Tem Dana-Bashian requested that item 7D be pulled for Individual Consideration.

Council adjourned the Work Session at 7:20 p.m.

CONVENE INTO THE COUNCIL CHAMBERS (7:30 P.M.)

Council reconvened in the Regular Session at 7:30 p.m.

INVOCATION – Dretha Burris, First Rowlett United Methodist Church

PLEDGE OF ALLEGIANCE – Led by the City Council

TEXAS PLEDGE OF ALLEGIANCE

5. PRESENTATIONS AND PROCLAMATIONS

- 5A.** Receive the Comprehensive Annual Financial Report for the fiscal year ended September 30, 2016, which includes the independent auditors' report.

Kim Wilson, Director of Financial Services, introduced the Accounting Department staff – Patricia Saenz, Denise Gomez, Kim Jones, Kaitlin Watkins, Wendy Badgett, Brandie Gustafson, and Tara Lopez, who help facilitate the audit process. Ms. Wilson then introduced Sara Dempsey with Weaver and Tidwell, who presented the auditor's report.

Ms. Dempsey reported an unmodified opinion, which is the best report that the City could receive.

- 5B.** Hear presentation of the Comprehensive Monthly Financial report for the period ending December 31, 2016.

Ms. Wilson presented the financial report.

- 5C.** Hear a presentation on the Quarterly Investment Report for period ending December 31, 2016.

Ms. Wilson presented the investment report.

- 5D.** Update from the City Council and Management: Financial Position, Major Projects, Operational Issues, Upcoming Dates of Interest and Items of Community Interest.

Mayor Gottel announced the following:

COUNCIL MEETINGS

- NEXT REGULAR COUNCIL MEETINGS WILL BE MARCH 7TH AND 21ST

P & Z MEETINGS

- NEXT MEETINGS WILL BE HELD ON TUESDAY, FEBRUARY 28TH, MARCH 14TH & 28TH AT 6:30PM IN THE CITY HALL CONFERENCE ROOM

ELECTION FOR CITY COUNCILMEMBERS

- FILING PERIOD FOR CANDIDATES IS OVER
- IN PLACE ONE, COUNCILMEMBER ROBERT van BLOEMENDAAL WILL RUN UNOPPOSED

MS. HALLMARK, CITY SECRETARY, CLARIFIED THAT PAPERWORK HAD BEEN TURNED IN FOR A WRITE-IN CANDIDATE PRIOR TO THE DEADLINE, BUT HAD TO BE VERIFIED. IT WILL BE DONE IN THE MORNING.

- IN PLACE THREE, COUNCILMEMBER BRUCE HARGRAVE WILL RUN UNOPPOSED
- IN PLACE FIVE, DEPUTY MAYOR PRO TEM RICK SHEFFIELD AND PAMELA BELL WILL BE ON THE BALLOT ON MAY 6TH
- THE DEADLINE FOR WRITE-IN CANDIDATES WAS 5PM TODAY, 2-21-17
- VISIT ELECTIONS PAGE AT rowlett.com FOR MORE INFORMATION

ROWLETT CITIZEN CITY ACADEMY

- PARTICIPANT NAMES FOR THE FIRST ROWLETT CITY ACADEMY WERE DRAWN THIS MORNING, THANK YOU TO EVERYONE WHO APPLIED! IF YOU'RE NOT PART OF THIS INAUGURAL SESSION, DON'T WORRY, YOUR SPOT IN THE NEXT CLASS IS GUARANTEED!
- CHECK OUT THE VIDEO ON THE CITY'S FACEBOOK PAGE TO SEE THE DRAWING – facebook.com/CityofRowlettTexas

ROWLETT PUBLIC LIBRARY

YOUTH PROGRAMS

- LITTLE CRAZY 8s MATH CLUB – TUESDAYS AT 4:30 P.M. AT 5702 ROWLETT RD
NOTHING LIKE YOUR USUAL MATH CLUB! THIS RECREATIONAL, AFTER-SCHOOL MATH CLUB HELPS KIDS ENJOY THE MATH BEHIND THEIR FAVORITE ACTIVITIES LIKE BUILDING GLOW IN THE DARK STRUCTURES OR CRACKING SECRET SPY CODES. KINDERGARTEN THROUGH 2ND GRADE.
- WHATEVER ON WEDNESDAYS (WOW) – WEDNESDAYS AT 4:30 P.M. AT 5702 ROWLETT RD
CHAT ABOUT THE LATEST TRENDS AND WHAT'S IMPORTANT TO YOU! FOR TEENS AGES 13-18.
- LOVE ON A LEASH – SECOND AND FOURTH WEDNESDAY OF THE MONTH AT 3:30 P.M. AT CITY HALL, 4000 MAIN ST. THE LIBRARY PRESENTS LOVE ON A LEASH WHERE DOGGY READING COMPANIONS LISTEN TO A STORY READ BY AN INDEPENDENT, YOUNG READER. CALL OR SIGN UP AT THE LIBRARY SERVICE DESK TODAY AT 972 412-6161.
- CRAZY 8s MATH CLUB – THURSDAYS AT 4:30 P.M. AT 5702 ROWLETT RD
MATH MEETS MISCHIEF AT THIS RECREATIONAL MATH CLUB FOCUSING ON COLLABORATIVE FUN INSTEAD OF WORKSHEETS! FOR 3RD TO 5TH GRADE LEVELS.

ADULT PROGRAMS

- SENIOR BOOK CLUB – WEDNESDAY, MARCH 1ST AT 1 P.M. AT ROWLETT COMMUNITY CENTRE 5300 MAIN ST. THE GROUP WILL DISCUSS

FREDERIK BACKMAN'S BOOK, *MY GRANDMOTHER ASKED ME TO TELL YOU SHE'S SORRY*. APRIL'S BOOK IS *THE HOUR OF LAND*, BY TERRY TEMPEST WILLIAMS.

- START YOUR GARDENS – SATURDAY, MARCH 4TH AT 2 PM AT 5702 ROWLETT RD. INFORMATIVE ADULT GARDENING PROGRAM INCLUDING TIPS ON GARDENING WITH XERIC PLANTS.

PARKS AND RECREATION

- ROWLETT COMMUNITY CENTRE NOW OFFERS SPIN, YOGA, BOOTCAMP AND PARTNERS WITH CAMP GLADIATOR FOR AN OUTDOOR FITNESS PROGRAM.
 - STOP BY THE ROWLETT COMMUNITY CENTRE AT 5300 MAIN TO GET A FULL FITNESS CLASS SCHEDULE.
- LOOKING TO KEEP YOUR PRE-TEEN OCCUPIED DURING SPRING BREAK. ROWLETT PARKS AND RECREATION WILL ONCE AGAIN OFFER THE SOAR SPRING BREAK OUT PROGRAM
 - PROGRAM DATES: MARCH 13-17
 - PROGRAM COST: \$15 PER DAY
 - PLEASE PRE-REGISTER
- ROWLETT YOUTH BASEBALL LEAGUE REGISTRATION HAS BEEN EXTENDED UNTIL FEBRUARY 24TH!
 - THEY OFFER LEAGUES FOR AGES 3-14 AND BOTH SELECT AND DRAFT DIVISIONS ARE AVAILABLE.
- IF YOU ARE OVER 60 AND DON'T HAVE A RIDE...NO PROBLEM!
 - FREE TRANSPORTATION IS PROVIDED TO ALL ROWLETT CITIZENS OVER THE AGE OF 60 BY STAR TRANSIT TO THE ROWLETT COMMUNITY CENTRE AND THE ROWLETT LIBRARY.
 - TRANSPORTATION IS PROVIDED TUESDAY, WEDNESDAY AND THURSDAY FROM 8AM-1PM.
 - ARRANGE TRANSPORTATION BY CALLING 877-631-5278 AND PRESSING 5.

FIRE RESCUE

- FIRE RESCUE IS OFFERING A FIRST AID/CPR CLASS
 - HELD SATURDAY, MARCH 18TH FROM 8:30AM – 12:30PM
 - COST IS \$30 AND OPEN TO ANYONE 16 YEARS OR OLDER
 - CLASS IS LIMITED TO 12 STUDENTS
 - CALL 972-412-6230 TO REGISTER OR FOR MORE INFORMATION

POLICE DEPARTMENT

- WARRANT ROUND-UP
 - STARTS FEBRUARY 25TH AND GOES THROUGH MARCH 12TH
 - IF YOU HAVE A WARRANT WITH THE CITY OF ROWLETT, CALL THE ROWLETT WARRANT DIVISION AT 972-463-3938 OR 972-412-6210 FOR MORE INFORMATION
- ANIMAL SHELTER

- NEXT LOW COST VACCINATION CLINIC WILL BE HELD ON SUNDAY, MARCH 5TH, 2 – 5PM
 - LOCATED AT 8502 LIBERTY GROVE RD. @ LIBERTY GROVE ANIMAL HOSPITAL
- ANIMAL SHELTER IS OPEN MONDAY – SATURDAY, 10AM – 5PM AND LOCATED AT 4402 INDUSTRIAL STREET
- TONIGHT'S FEATURED ANIMAL IS *PIPPY*. SHE'S A MEDIUM SIZED FEMALE AUSTRALIAN CATTLE DOG MIX THAT HAS WHITE WITH BLACK MARKINGS. SHE'S APPROXIMATELY 2-3 YEARS OLD. ADOPTABLE PETS.

Mayor Pro Tem Dana-Bashian announced the 2nd Rebuild Rowlett Citywide Spirit event on Thursday, February 23rd, where local restaurants offer a portion of their proceeds to raise funds for those families affected by the 2015 tornado. For more information and an updated list of participating restaurants, visit RowlettStrong.org or the Rebuild Rowlett Facebook page.

Councilmember van Bloemendaal named the restaurants participating.

Councilmember Bobbitt stated that there are still families who do have a need for assistance and there is continued need for fundraising.

Councilmember Brown announced the Keep Rowlett Beautiful (KRB) Electronics Recycling/Shredding/Spring Clean event on Saturday, March 25th at Rowlett High School from 9 a.m. to 1 p.m. KRB is partnering this year with Life Message and the opportunity is there for a true Spring Cleaning – you can bring clothing items to donate as well. Shredding will be limited: the first 3 boxes are free and there will be a nominal fee of \$3/each for an additional 4 boxes.

6. CITIZENS' INPUT

Javier Lopez, 7713 Seascap, Rowlett; spoke regarding construction noise from Bayside North.

7. CONSENT AGENDA

- 7A. Consider action to approve minutes from the February 7, 2017, City Council Regular Meeting.

This item was approved on the Consent Agenda.

- 7B. Consider action to approve a resolution accepting the bid of and authorizing staff to issue a purchase order for the purchase of one crew cab 5500 Dodge Ram truck in the amount of \$57,803.00 to Love Field-CDJR for the Fleet Department through the Interlocal Cooperative

Purchasing Agreement with the Texas Local Government Purchasing Cooperative (HGAC Buy), Contract #HT06-16.

This item was approved as RES-020-17 on the Consent Agenda.

- 7C. Consider approving a Joint Election Contract with Dallas County Elections Department for the May 6, 2017, General Election for City Council, which includes the possible runoff election to be held June 10, 2017.

This item was approved on the Consent Agenda.

- 7D. Consider action to approve a resolution calling upon the 85th Texas Legislature to enact House Bill 1694 that would authorize the City of Rowlett to pledge certain tax revenue for hotel projects, and House Bill 1264 relating to concurrent jurisdiction of municipal courts.

This item was pulled for Individual Consideration.

Jim Grabenhorst, Director of Economic Development, provided an overview of the proposed legislation.

A motion was made by Mayor Pro Tem Dana-Bashian, seconded by Councilmember Hargrave, to approve the item as presented. The motion carried with a unanimous vote of those members present. This item was approved as RES-021-17.

- 7E. Consider action to approve a resolution providing a de minimus contribution in the form of a partial final plat application fee waiver as a commitment of development funding in support of the application by Amtex Rowlett Fund, LP for the 2017 Competitive Housing Tax Credit Program through the Texas Department of Housing and Community Affairs (TDHCA Application Number 17133).

This item was approved as RES-022-17 on the Consent Agenda.

- 7F. Consider action to approve a resolution providing a de minimus contribution in the form of a partial final plat application fee waiver as a commitment of development funding in support of the application by Rowlett Housing Partners, Ltd. for the 2017 Competitive Housing Tax Credit Program through the Texas Department of Housing and Community Affairs (TDHCA Application Number 17389).

This item was approved as RES-023-17 on the Consent Agenda.

- 7G. Consider action to approve a resolution providing a de minimus contribution in the form of a partial final plat application fee waiver as a commitment of development funding in support of the application by Pedcor Investments-2017-CXLI for the 2017 Competitive Housing Tax Credit

Program through the Texas Department of Housing and Community Affairs (TDHCA Application Number 17363).

This item was approved as RES-024-17 on the Consent Agenda.

Passed the Consent Agenda

A motion was made by Deputy Mayor Pro Tem Sheffield, seconded by Councilmember Brown, including all the preceding items marked as having been approved on the Consent Agenda. The motion carried with a unanimous vote of those members present.

8. ITEMS FOR INDIVIDUAL CONSIDERATION

- 8A.** Conduct a public hearing and consider a resolution approving a Substantial Amendment to the City of Rowlett's Community Development Block Grant (CDBG) 2015 and 2016 Annual Plans to reallocate grant funds to Public Facilities.

Mr. Kurbansade reviewed the changes that were being made to the Plans. The public hearing opened and closed with no speakers.

A motion was made by Deputy Mayor Pro Tem Sheffield, seconded by Councilmember van Bloemendaal, to approve the item as presented. The motion carried with a unanimous vote of those members present. This item was approved as RES-025-17.

- 8B.** Conduct the first public hearing regarding the annexation of approximately 733.83 +/- feet of the Dalrock Road right-of-way, a recorded public right-of-way, located within the exclusive extraterritorial jurisdiction of the City of Rowlett, and situated in Dallas and Rockwall Counties, Texas, beginning at its intersection with the southern boundary line of the Missouri Kansas-Texas Railroad tract, a public railroad right-of-way, and running southward to its intersection with the northern boundary line of Interstate Highway 30, a public right-of way.

Tony Felts, Planning Manager, presented the details regarding the annexation process, the requirements for the public hearings, and the timeline for the process.

The public hearing opened and closed with no speakers. There was no action taken.

- 8C.** Conduct a public hearing and take action on a request for two Major Warrants for the Bayside North Single Family development, located at 2192 Fuqua Road, further described as being 85.5+/- acres in the Charles D Merrell Survey, Abstract Number 145.731, City of Rowlett, Dallas County Texas.

Mr. Kurbansade presented the information for this item. Kent Donahue, Principal Developer, provided additional information and clarification. The public hearing opened and closed with one

speaker: Javier Lopez, 7713 Seascape, Rowlett; spoke regarding construction noise from Bayside North.

A motion was made by Mayor Pro Tem Dana-Bashian, seconded by Councilmember Bobbitt, to approve the item as presented. The motion carried with a vote of six in favor and one opposed (Sheffield). This item was approved as ORD-004-17.

- 8D.** Consider action to approve an ordinance amending the Code of Ordinances of the City of Rowlett, Texas, by amending Chapter 66 ("Traffic and Vehicles") to amend Article IV ("Weight Limits"), by amending Section 66-204 to revise the single and tandem axle load limits on Miller Road between the President George Bush Turnpike (PGBT) and Dalrock Road.

Shawn Poe, Director of Public Works, presented the background information for this item.

A motion was made by Councilmember van Bloemendaal, seconded by Councilmember Bobbitt, to approve the item as presented. The motion carried with a unanimous vote of those members present. This item was approved as ORD-005-17.

- 8E.** Conduct a public hearing and take action on a rezoning request from Single Family-8 (SF-8) to a Planned Development (PD) with an underlying Single Family-8 (SF-8) base zoning. The subject property is located at 7300 Woodmere Drive, further described as being 6.36 +/- acres in the James Saunders Survey, Abstract #1424, City of Rowlett, Dallas County, Texas.

Mr. Felts presented the information for this item. The public hearing opened and closed with two speakers:

1. Julie Plumber, 7614 Westover, Rowlett; spoke regarding the potential parking issues.
2. Dub Duphrate, 2235 Ridge Road, Rockwall; spoke on behalf of the applicant.

A motion was made by Deputy Mayor Pro Tem Sheffield, seconded by Councilmember Hargrave, to approve the item as presented. The motion carried with a unanimous vote of those members present. This item was approved as ORD-006-17.

After a short break at 9:44 p.m., Council reconvened in the Conference Room at 9:59 p.m. to discuss Executive Session Item 2A.

TAKE ANY NECESSARY OR APPROPRIATE ACTION ON CLOSED/EXECUTIVE SESSION MATTERS

There was no action taken.

9. ADJOURNMENT

Mayor Gottel adjourned the meeting at 11:24 p.m.



Todd W. Gottel, Mayor



Laura Hallmark, City Secretary

Date Approved: March 7, 2017