



# City of Rowlett Meeting Minutes

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

## City Council

*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, March 7, 2017

5:30 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

**Absent:** Councilmember Hargrave

**1. CALL TO ORDER**

Mayor Pro Tem Dana-Bashian called the meeting to order at 5:30 p.m.

**2. EXECUTIVE SESSION**

**3. WORK SESSION (5:30 P.M.)** \*Times listed are approximate.

- 3A.** Discuss strategy to ensure trees are planned for in existing and future City facilities and parks to provide shade and aesthetic needs as a part of the City's Tree City USA designation. (30 minutes)

Angie Smith, Director of Parks and Recreation, presented information detailing what the "Tree City USA" designation entails and what benefits it provides to the City to have that designation. She also outlined the standards the City must have in place in order to maintain the designation. Council discussion regarding continuation of long-running, 14-year program. After further discussion, it was the consensus of Council to continue to strive for the Tree City USA designation along with its associated budgetary requirements.

- 3B.** Discuss the creation of the Tax Increment Reinvestment Zone #3 (TIRZ) for Downtown Rowlett. (30 minutes)

This item was discussed third, after Item 3D. Mayor Gottel arrived at 6:18 p.m.

Jim Grabenhorst, Director of Economic Development, provided background information on the TIRZ – the area it encompasses, how it is created, funding aspects, prospective projects, and a timeline for future steps. At the next regular meeting, Council will call for a Public Hearing on the establishment of the TIRZ #3 for Downtown.

**3C. Discuss amending the Fiscal Year 2017 Adopted Budget. (20 minutes)**

Kim Wilson, Director of Finance, reviewed the amendments to the budget, which are being considered as Item 7C on the Consent Agenda.

**3D. Progress update and upcoming initiatives from the Office of Neighborhood Life. (30 minutes)**

This item was discussed after 3A.

Jim Proce, Assistant City Manager, provided a brief background of how Elise Bowers was hired from the Parks and Recreation Department. Ms. Bowers provided an update on the programs thus far. There was a recommendation from Council to contact the High School to see if there was a way to engage or partner with the students (i.e. Honor Society or Student Council).

**4. DISCUSS CONSENT AGENDA ITEMS**

Council adjourned the Work Session at 7:09 p.m.

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

Council reconvened in the Regular Session at 7:33 p.m.

**INVOCATION** – Kurt Horting – Stillwater Community Church

**PLEDGE OF ALLEGIANCE** – Led by the City Council  
**TEXAS PLEDGE OF ALLEGIANCE**

**5. PRESENTATIONS AND PROCLAMATIONS**

**5A. Presentation of Proclamation to Lance Williams in recognition of achieving the rank of Eagle Scout.**

Mayor Pro Tem Dana-Bashian presented the proclamation to Lance, who was accompanied by his mother. Lance made some personal remarks.

**5B. Presentation of Proclamation recognizing Engineers Week during February 19 – 25, 2017.**

Councilmember Bobbitt presented the proclamation to Shawn Poe, Director of Public Works, along with Ty Thompson, Assistant City Engineer, and Martin Donk, Graduate Engineer. Prior to

the presentation, there was a congratulatory video message played from the International Space Station and Astronauts Shane Kimbrough and Peggy Whitson.

**5C. Presentation of Proclamation in recognition of March, 2017 as Purchasing Month.**

Councilmember Martha Brown presented the proclamation to Vicki Alfaro, Purchasing Agent and Kim Wilson, Director of Financial Services.

**5D. Presentation of donation to Rebuild Rowlett for survivors of the December 26, 2015, tornado from #RowlettSTRONG and the Citywide Spirit Event held on January 26, 2017.**

Mayor Gattel introduced Steven Walker, who presented a check in the amount of \$3,929.13. The restaurants have been eager to participate and this will now be a monthly event taking place on the last Thursday of each month.

Mayor Gattel introduced Michelle Morton, who donated her birthday and tooth fairy money to Rebuild Rowlett.

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

Mayor Gattel announced the following:

**COUNCIL MEETINGS**

- NEXT REGULAR COUNCIL MEETINGS WILL BE MARCH 21<sup>ST</sup> AND APRIL 4<sup>TH</sup> AND 18<sup>TH</sup>

**P & Z MEETINGS**

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

**BOARDS AND COMMISSIONS**

- TYPICALLY, CITY COUNCIL MAKES BOARDS AND COMMISSIONS APPOINTMENTS IN SEPTEMBER
  - DUE TO SOME VACANT ALTERNATE POSITIONS, WE ARE NEEDING TO MAKE SOME MID-YEAR APPOINTMENTS.
  - WE CURRENTLY HAVE VACANCIES ON THE FOLLOWING BOARDS AND COMMISSIONS:

ANIMAL SHELTER ADVISORY BOARD  
PLANNING AND ZONING COMMISSION  
BOARD OF ADJUSTMENT  
SENIOR ADVISORY BOARD  
LIBRARY ADVISORY BOARD  
COMMUNITY INVESTMENT ADVISORY BOARD  
PARKS AND RECREATION ADVISORY BOARD

- TO BE CONSIDERED FOR THIS ROUND OF APPOINTMENTS, THE DEADLINE FOR APPLICATIONS WILL BE FRIDAY, MARCH 10<sup>TH</sup> AT 5 P.M.

- FOR MORE INFORMATION AND THE APPLICATIONS, VISIT THE BOARDS AND COMMISSIONS PAGE OR CALL THE OFFICE OF THE CITY SECRETARY AT 972-412-6100.

#### ROWLETT LIBRARY

- SPRING BREAK- IT'S YOUR WORLD – MARCH 13-17 AT 2:00 PM AT 5702 ROWLETT RD
  - MONDAY, MARCH 13 - COLOR YOUR WORLD  
HAVE FUN WITH GIANT COLORING SHEETS THAT THE LIBRARY WILL DISPLAY THE REST OF SPRING BREAK.
  - TUESDAY, MARCH 14 - BRICK YOUR WORLD  
DROP-IN AND GET CREATIVE BUILDING WITH LEGO BRICKS. WE PROVIDE ALL THE PIECES YOU'LL NEED TO MAKE VEHICLES, ROBOTS, CASTLES AND MORE.
  - WEDNESDAY, MARCH 15 - FOLD YOUR WORLD  
LEARN THE TRICKS AND TECHNIQUES INVOLVED IN THE ANCIENT ART OF PAPER FOLDING. CREATE YOUR OWN AMAZING CREATURES AND TREASURES TO TAKE HOME.
  - THURSDAY, MARCH 16 - PUZZLE YOUR WORLD  
THE LIBRARY WILL HAVE MANY JIGSAW PUZZLES TO PUT TOGETHER; BRING THE FAMILY AND WORK ON A PUZZLE TOGETHER!
  - FRIDAY, MARCH 17 - CRAFT YOUR WORLD  
YOU WON'T FIND A POT OF GOLD AT THE END OF A RAINBOW, BUT YOU CAN MAKE ONE AT THE LIBRARY!
- CELEBRATE WOMEN'S HISTORY – SATURDAY, MARCH 11<sup>TH</sup> AT 2 PM
  - CELEBRATE WOMEN'S HISTORY MONTH AT THE LIBRARY WITH ROWLETT POLICE OFFICER DIANNA BELL.
- FAMILY STORY TIME – SATURDAY, MARCH 18<sup>TH</sup> AT 2 P.M.
  - BREEZE IN FOR KITE STORIES AND A KITE CRAFT.
- HOP TO IT! – SATURDAY, MARCH 25<sup>TH</sup> AT 2 P.M.
  - DANCE THE BUNNY HOP, LISTEN TO A FUNNY BUNNY STORY AND HAVE FUN WITH A BUNNY CRAFT.

#### PARKS AND RECREATION

- SENIOR MEMBERS OF THE ROWLETT COMMUNITY CENTRE ARE HEADING TO THE DALLAS ARBORETUM
  - WEDNESDAY, MARCH 29<sup>TH</sup>
  - JOIN FELLOW SENIORS IN EXPLORING THE FLOWERS AND NATURE OF THE DALLAS ARBORETUM
  - BUS DEPARTS AT 9:00AM AND RETURNS AT 3:00PM. COST IS \$10. LUNCH IS AT YOUR OWN EXPENSE.
  - REGISTER AT THE ROWLETT COMMUNITY CENTRE, 5300 MAIN STREET.
- SENIORS GET READY TO HAVE A TON OF EASTER FUN ROWLETT PARKS AND RECREATION STYLE.
  - TUESDAY, APRIL 4<sup>TH</sup> FROM 11:30AM - 1:00PM
  - THE RCC WILL HOST A FUN EGG HUNT THAT INCLUDES A LIGHT LUNCH.
  - REGISTER AT THE ROWLETT COMMUNITY CENTRE. THIS ACTIVITY WILL COST \$5.
- MARK SATURDAY, APRIL 8<sup>TH</sup> ON YOUR CALENDARS NOW FOR THE EASTER EGGSTRAVAGANZA!
  - PECAN GROVE PARK BEGINNING AT 10:00AM

- CHECK THE WEBSITE FOR DETAILS.
- SUNDAY, APRIL 9<sup>TH</sup> THE PARKS AND RECREATION DEPARTMENT WILL ONCE AGAIN HOST PUPAPALOOZA AT HERFURTH PARK.
  - REGISTER BY CALLING 972-412-6170.
  - \$5 PER DOG – MUST PROVIDE PROOF OF RABIES VACCINATION AT CHECK IN

**KRB ELECTRONIC RECYCLING & DOCUMENT SHREDDING**

- SATURDAY, MARCH 25<sup>TH</sup> FROM 9AM TO 1PM IN THE ROWLETT HIGH SCHOOL PARKING LOT
  - FIRST THREE BOXES ARE FREE, UP TO FOUR MORE BOXES ARE \$3 EACH
  - FREE TO ROWLETT RESIDENTS
  - NEW FOR THIS EVENT: LIFE MESSAGE WILL BE ACCEPTING DONATIONS OF SHOES AND CLOTHING

**ANIMAL SHELTER**

- NEXT LOW COST VACCINATION CLINIC WILL BE HELD ON SUNDAY, APRIL 2<sup>ND</sup>, 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 MICKEY.

**6. CITIZENS’ INPUT**

1. Charlene Johnson, 7729 Dalrock Road, Rowlett; spoke regarding proposed Life Message development.
2. Sharon Van Fossen, 8005 Dalrock Road, Rowlett; spoke regarding proposed Life Message development.

**7. CONSENT AGENDA**

- 7A.** Consider action to approve minutes from the February 21, 2017 City Council Regular Meeting and the February 28, 2017 City Council Special Meeting.

**This item was approved on the Consent Agenda.**

- 7B.** Consider action to approve a resolution authorizing the purchase and expenditure for the acquisition of a waterline easement and temporary construction easement from First United Methodist Church of Rowlett in the amount of \$65,000 for CIP Project WA2115 - 16-Inch Water Line along the President George Bush Turnpike (PGBT) frontage road from State Highway 66 to Main Street and authorizing the City Manager to execute the purchase order for said purchase.

**This item was approved as RES-026-17 on the Consent Agenda.**

- 7C.** Consider action to adopt an ordinance amending the Fiscal Year 2017 (FY2017) Operating and Capital Improvements Program Budgets.

**This item was approved as ORD-007-17 on the Consent Agenda.**

- 7D. Consider action to approve a License Agreement with Dallas Area Rapid Transit for the construction of CIP Project WA2115 a 16-Inch Water Line along the PGBT frontage road from State Highway 66 to Main Street and authorizing the Mayor to execute the necessary documents for said services.

**This item was approved as RES-027-17 on the Consent Agenda.**

- 7E. Consider action to approve a resolution renewing the annual contract for screening wall repair and maintenance for the first of four one-year terms with Waterton Construction Group in the annual amount of \$50,000.

**This item was approved as RES-028-17 on the Consent Agenda.**

#### **Passed the Consent Agenda**

**A motion was made by Deputy Mayor Pro Tem Sheffield, seconded by Councilmember van Bloemendaal, 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**

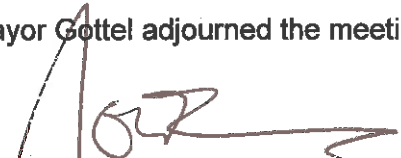
- 8A. Conduct the second public hearing regarding the annexation of approximately 733.83 +/- feet of the Dalrock Road right-of-way, a recorded public right-of-way, located within the exclusive extraterritorial jurisdiction of the City of Rowlett, and situated in Dallas and Rockwall Counties, Texas, beginning 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.

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

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

#### **9. ADJOURNMENT**

Mayor Gottel adjourned the meeting at 8:35 p.m.

  
\_\_\_\_\_  
Todd W. Gottel, Mayor

  
\_\_\_\_\_  
Laura Hallmark, City Secretary

**Date Approved: March 21, 2017**