



**City of Rowlett**  
**Special 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.*

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Tuesday, May 9, 2017

6:00 P.M.

Annex Building – 4004 Main Street

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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 6:01 p.m.

**2. WORK SESSION (6:00 P.M.)**

**2A. Discuss upcoming Utility Rate Study by Willdan Financial Services. (45 minutes)**

Kim Wilson, Director of Financial Services, introduced Rebecca Schafer, Project Manager with Willdan Financial Services, who presented the outline and timeline of what the study will encompass. Discussion regarding goals of the study and ultimate outcomes. Staff will schedule a Work Session to review Council's goals discussed at previous meetings.

**2B. Present results of the 2017 City of Rowlett Employee Climate Assessment Survey. (45 minutes)**

Richard Jones, Director of Human Resources, reviewed the results of the survey. Discussion regarding results specific to departments, which will be provided to Council.

**2C. Discuss the resignation of Mayor Todd Gottel and filling the vacancy in office. (20 minutes)**

David Berman, City Attorney and Laura Hallmark, City Secretary provided dates and a timeline for a Special Election to Fill a Vacancy for the Mayor and also for any City Council positions should any currently seated Councilmembers announce their candidacy for Mayor.

The timeline is as follows:

Order Mayoral Election	Tuesday, June 6
First Day to File for Mayor	Wednesday, June 7
Last Day to File for Mayor	Monday, June 26
<b>*Seated Councilmember Filings Trigger Additional 120 Day Timeline</b>	
Amend Special Council Election	Wednesday, July 5 or Thursday, July 6
First Day to File for Council	Thursday, July 6 or Friday, July 7 (day after order)
Last Day to File for Council	Monday, July 17

Early Voting	August 9 – August 22
<b>Election Day</b>	<b>Saturday, August 26</b>

Canvass	Monday, September 4 at 9 a.m. (only requires 2 members)
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Draw for Position on Ballot	Monday, September 4 at 9:30 a.m.
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Early Voting	September 6 – September 19
Runoff Election	Saturday, September 23

### 3. EXECUTIVE SESSION

- 3A. The City Council shall convene into Executive Session pursuant to the Texas Government Code, §551.074 (Personnel) to deliberate on the appointment, employment and duties of public officers, to deliberate on the appointment and employment of Associate Judges for the City's Municipal Court. (45 minutes)


In at 8:23 p.m. Out at 9:23 p.m.

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

There was no action taken.

### 4. ADJOURNMENT

The meeting adjourned at 9:23 p.m.

  
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Todd W. Gottel, Mayor

  
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Laura Hallmark, City Secretary

Date Approved: May 16, 2017