



# 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, June 6, 2017

5:00 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, Councilmember Bobbitt, Councilmember van Bloemendaal, Councilmember Brown, Councilmember Hargrave and Councilmember Bell**

**1. CALL TO ORDER**

Mayor Gottel called the meeting to order at 5:02 p.m.

**2. EXECUTIVE SESSION**

There were no items.

**3. WORK SESSION (5:00 P.M.)\*Times listed are approximate.**

**3A. Joint Meeting of the Senior Advisory Board and City Council. (30 minutes)**

Michael Britt, Chair called their portion of the meeting to order at 5:04 p.m. Other members present were Rob Rose, Della Vickers, Susan Bell, Harold Brody, and Brownie Sherrill. Not present were Charles Gaugler and Jerome Grossie. Ms. Vickers made the presentation on behalf of the Board, reviewing accomplishments over the past year and goals for the upcoming year. She presented budgetary requests in the amounts of \$40,000 for senior transportation and \$19,000 for a golf cart shuttle service at the Rowlett Community Centre parking lot.

Their portion was adjourned at 5:45 p.m.

**3B. Discuss incorporation of Rowlett Housing Finance Corporation. (90 minutes)**

Marc Kurbansade, Director of Development Services, reviewed the Housing Finance Corporation (HFC) timelines thus far – public and internal meetings held, and the timeline and steps moving

forward. After further discussion, Council provided consensus to move forward with establishing Articles of Incorporation, the term for Board members of four-year terms – the initial appointments being two and four years to allow for staggered terms; Board positions would be President, Vice President, Secretary, Treasurer and Officer; Council would have their selections made to approve appointments at their meeting on July 11<sup>th</sup>; requirement for Board members would be the same as other Boards/Commissions – must be 18 years of age and live within the City. In regards to the issuance of seed money, Council asked that staff conduct more research and have that discussion at a later date. A three-person sub-committee was established to conduct interviews for Board members to make recommendations to Council for their final consideration at the July 11<sup>th</sup> meeting. Councilmembers are to submit their list of suggested members to staff by Friday, June 9<sup>th</sup>.

**3C. Presentation of Mid-Year Update from the City Manager. (30 minutes)**

City Manager, Brian Funderburk, presented the update, which had been delayed due to late-running meetings. ([View Presentation](#))

**4. DISCUSS CONSENT AGENDA ITEMS**

Council adjourned the Work Session at 7:30 p.m.

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

Council reconvened in the Regular Session at 7:36 p.m.

**INVOCATION – Alton McKinley, Rowlett Friendship Baptist Church**

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

**5. PRESENTATIONS AND PROCLAMATIONS**

**5A. Hear presentation of the Monthly Financial report for the period ending April 30, 2017.**

Kim Wilson, Director of Financial Services, presented the report.

**5B. 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 JUNE 20<sup>TH</sup>; SPECIAL COUNCIL MEETINGS WILL BE HELD ON JUNE 13<sup>TH</sup> AND JUNE 15<sup>TH</sup>. (SEE AGENDAS FOR LOCATION.)**
- **COUNCIL WILL HOLD IT'S ANNUAL STRATEGIC PLANNING SESSION ON JUNE 30<sup>TH</sup> AND JULY 1<sup>ST</sup>**
- **JULY MEETINGS WILL BE JULY 11<sup>TH</sup> AND JULY 18<sup>TH</sup>**

#### **P & Z MEETINGS**

- **NEXT MEETINGS WILL BE HELD ON TUESDAY, JUNE 13<sup>TH</sup> AND JUNE 20<sup>TH</sup> AT 6:30PM IN THE CITY HALL CONFERENCE ROOM.**

#### **FUTURE BOND PROJECTS – STILL TAKING INPUT**

- **THE COMMUNITY INVESTMENT ADVISORY BOARD (CIAB) WOULD LIKE YOUR INPUT ON THE PROJECTS NEEDED THROUGHOUT THE COMMUNITY**
- **FILL OUT THE PROJECT IDENTIFICATION FORM**
- **NEXT CIAB MEETING – MONDAY, JUNE 12, 6 PM IN CITY HALL CONFERENCE ROOM**

#### **ROWLETT LIBRARY**

- **SUMMER READING PROGRAM BEGAN – MONDAY, JUNE 5<sup>TH</sup> AT THE ROWLETT LIBRARY LOCATED AT 5702 ROWLETT ROAD...SUMMER READING FOR ALL AGES BEGINS NOW! GREAT PROGRAMS ALL SUMMER LONG – CONTACT US TO FIND OUT MORE INFORMATION!**
- **PERFORMER PROGRAMS ON TUESDAYS – TUESDAYS AT 2:00 P.M. AT RCC FUN AND EXCITEMENT FOR SCHOOL-AGE KIDS, AGES 5-12! DON'T MISS...
  - **THE PIPDILLYS – TUESDAY, JUNE 13<sup>TH</sup> – THE PIPDILLYS, WILL PRESENT THE MAGIC TOOLBOX.****
- **SENIOR BOOK CLUB – WEDNESDAY, JUNE 7<sup>TH</sup> AT 1 P.M. AT ROWLETT COMMUNITY CENTRE 5300 MAIN STREET – CALL FOR MORE INFORMATION!**
- **CALL THE LIBRARY AT 972.412.6161 FOR MORE INFORMATION ABOUT THESE AND OTHER GREAT PROGRAMS!**

#### **PARKS AND RECREATION**

- **SUMMER PROGRAM REGISTRATION HAS BEGUN. VISIT [ROWLETT.COM/PARKSANDREC](http://ROWLETT.COM/PARKSANDREC) TO CHECK OUT THE LAKESIDE LEISURE FOR PROGRAM INFORMATION.**
- **WET ZONE WATERPARK IS OPEN DAILY NOW. BE SURE TO GET YOUR BIRTHDAY PARTIES BOOKED NOW AS WELL – LIMITED DATES ARE STILL AVAILABLE.**

#### **REMINDER - REBUILD ROWLETT 5K IS THIS WEEKEND!**

- **SATURDAY, JUNE 10 @ 8AM; ENTRY FEE \$25 – BENEFITS DECEMBER 2015 TORNADO SURVIVORS. VISIT [WWW.REBUILDRROWLETT5K.ITSYOURRACE.COM](http://WWW.REBUILDRROWLETT5K.ITSYOURRACE.COM) TO SIGN UP**

**CITY OFFICES WILL BE CLOSED ON TUESDAY, JULY 4<sup>TH</sup> – TRASH SCHEDULE WILL NOT BE INTERRUPTED.**

**REMEMBER TO CHECK OUT THE CITY'S WEBSITE AND MONTHLY NEWSLETTER FOR MORE INFORMATION ABOUT THESE EVENTS AND MANY MORE GOING ON IN ROWLETT**

## ANIMAL SHELTER

- NEXT LOW COST VACCINATION CLINIC WILL BE HELD ON SUNDAY, JULY 2<sup>ND</sup>, 2 – 5PM
  - LOCATED AT 8502 LIBERTY GROVE ROAD @ LIBERTY GROVE ANIMAL HOSPITAL
- ANIMAL SHELTER IS OPEN MONDAY – SATURDAY, 10AM – 5PM AND LOCATED AT 4402 INDUSTRIAL STREET. **TONIGHT'S FEATURED ANIMAL IS MILEY.** Councilmember van Bloemendaal offered to sponsor her adoption fee when she found a family.
- ANIMALS AVAILABLE FOR ADOPTION

Councilmember Hargrave announced the Rotary Annual Golf Tournament at Waterview Golf Club on Thursday, June 15<sup>th</sup>. For more information, visit [rowlettrotary.com](http://rowlettrotary.com).

## 6. CITIZENS' INPUT

There were no speakers.

## 7. CONSENT AGENDA

- 7A. Consider action to approve minutes from the May 16, 2017, City Council Regular Meeting.

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

- 7B. Consider action to approve a resolution to authorize the City Manager to execute a Subrecipient Grant Agreement with Life Message, Inc. in the amount of \$17,048 for funding of health and human services that primarily benefit low-income recipients during the 2016-17 CDBG program year.

**This item was approved as RES-059-17 on the Consent Agenda.**

- 7C. Consider action to approve a resolution to authorize the City Manager to execute a Subrecipient Grant Agreement with The Men and Ladies of Honor, dba Honor Academy in the amount of \$11,107 for funding of character education program services that primarily benefit low-income recipients during the 2016-17 CDBG program year.

**This item was approved as RES-060-17 on the Consent Agenda.**

- 7D. Consider action to approve a resolution for supplemental design services for Task Authorization FY16-02HZ to the Agreement for Professional Services with Huitt-Zollars, Inc. in the amount of \$90,000 for engineering services to provide construction plans and specifications for sanitary sewer improvements for the Highland Meadows Street Reconstruction – Paving & Drainage Improvements (ST2107) and authorizing the Mayor to execute the necessary documents for said services.

**This item was approved as RES-061-17 on the Consent Agenda.**

- 7E. Consider action to approve a resolution awarding the annual contract for concrete repairs for streets, alleys, sidewalks and curbs to Construction Companies Group, LLC in the unit amounts bid and in an estimated annual amount of \$675,000, and authorizing the Mayor to execute the necessary documents.

**This item was approved as RES-062-17 on the Consent Agenda.**

- 7F. Consider action to approve a resolution accepting the bid of and awarding purchase orders for the purchase of four (4) Chevrolet Colorado trucks from Freedom Chevrolet and equipping the vehicles for a total amount of \$99,900.00 for the Fleet Department through the Interlocal Cooperative Purchasing Agreement with Dallas County, DC0306567.

**This item was approved as RES-063-17 on the Consent Agenda.**

- 7G. Consider action to approve a resolution for supplemental design services for Task Authorization FY16-01NS to the Agreement for Professional Services with Neel-Schaffer, Inc. in the amount of \$99,720 for engineering services to provide construction plans and specifications for sanitary sewer improvements for the Dalrock Estates Street Reconstruction – Paving & Drainage Improvements (ST2106), and authorizing the Mayor to execute the necessary documents for said services.

**This item was approved as RES-064-17 on the Consent Agenda.**

- 7H. Consider action to approve a resolution entering into an Interlocal Agreement with North Central Texas Council of Government (NCTCOG) to participate in the SHARE Program to allow the City of Rowlett to cooperatively purchase goods and services under NCTCOG's competitively bid contracts.

**This item was approved as RES-065-17 on the Consent Agenda.**

- 7I. Consider action to approve an ordinance ordering a Special Election to fill the vacancy in the office of Mayor.

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

- 7J. Consider a resolution approving a Special Election Services Contract with Dallas County Elections Administrator for the August 26, 2017, Special Election and a possible September 23, 2017 Run-off Election.

**This item was approved as RES-066-17 on the Consent Agenda.**

- 7K. Consider action to officially accept the resignation of Councilmember Bruce Hargrave.

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

**Passed the Consent Agenda**

**A motion was made by Councilmember Brown, seconded by Mayor Pro Tem Dana-Bashian, 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 take action on a request to rezone property from C-1 Limited Commercial/Retail to PD Planned Development with MF-S base zoning. The subject property is located at 4217 Rowlett Road, further described as being an 8.20 +/- acre tract of land out of the Thomas Collins Survey, Abstract #332, City of Rowlett, Dallas County, Texas.**

Tony Felts, Planning Manager, presented the information for this item. Jean Latsha, with Pedcor – the applicant, presented additional information. The public hearing opened and closed with two speakers:

1. Jeff Winget, 7506 Wilshire Drive, Rowlett; spoke in opposition to this item.
2. Lacey Maddox, 3014 David Drive, Rowlett; spoke in opposition to this item.

Several members of Council commented on this item.

**A motion was made by Councilmember Hargrave, seconded by Councilmember van Bloemendaal, to DENY the item. The motion was approved by a unanimous vote of those members present and the item FAILED.**

- 8B. Conduct a public hearing and take action on a request to rezone property from Limited Commercial/Retail (C-1) base zoning with a Special Use Permit (SUP) to Limited Commercial/Retail (C-1) to eliminate the Special Use Permit. The subject property is located at 6900 Rowlett Road further described as being 2.3066 +/- acres in the Reason Crist Survey, Abstract #225, Page 585, City of Rowlett, Dallas County, Texas.**

Tara Bradley, Planner, presented the information for this item. The public hearing opened and closed with no speakers.

**A motion was made by Mayor Pro Tem Dana-Bashian, 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 ORD-021-17.**

- 8C. Consider action to approve a resolution appointing a Mayor Pro Tem as prescribed in the City Charter**

**A motion was made by Councilmember van Bloemendaal, seconded by Councilmember Hargrave, to appoint Councilmember Dana-Bashian as Mayor Pro Tem. The motion carried with a unanimous vote of those members present. This item was approved as RES-067-17.**

- 8D. Consider action to approve a resolution appointing a Deputy Mayor Pro Tem as prescribed in the City Charter**

A motion was made by Councilmember van Bloemendaal, seconded by Councilmember Brown, to appoint Councilmember Bobbitt as Deputy Mayor Pro Tem. The motion carried with a unanimous vote of those members present. This item was approved as RES-068-17.

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

**9. ADJOURNMENT**

The meeting was adjourned at 9:30 p.m.



Todd W. Gottel, Mayor



Laura Hallmark, City Secretary

Date Approved: June 20, 2017