



City of Rowlett
Special Work Session Minutes
City Council

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

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Tuesday, June 13, 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 Bobbitt, Councilmember van Bloemendaal, Councilmember Bell and Councilmember Hargrave

Absent: Councilmember Brown

1. CALL TO ORDER

Mayor Gottel called the meeting to order at 5:30 p.m.

2. JOINT WORK SESSION

2A. Joint meeting of Planning and Zoning Commission and City Council to discuss Form-Based Code and opportunities for potential amendments. (60 minutes)

Vice Chair James Moseley called the Commission to order at 5:31 and introduced the members present: Thomas Finney, Lisa Estevez, Jonas Tune, Stephen Ritchey and Wendy Bigony (Alt). Also present, but arriving later were Caleb Baucom (Alt) and Kevin Moore. Those not present were: Michael Lucas and Mark Engen (Alt).

Tony Felts, Planning Manager, reviewed recommendations based on interviews conducted with developers and staff regarding possible changes to Form-Based Code and processes. Discussion regarding updates for Commission on a quarterly basis regarding feedback from developers and on projects in general; information contained in public hearing notices and a desire to have them contain more descriptive information or provide a link where more information can be found. After further discussion, it was the consensus of both the Commission and Council to form a joint sub-committee to review and then make recommendations to both regarding the presented recommendations.

The Commission recessed at 6:59 p.m. and will reconvene their Work Session in the Council Chambers.

The Council took a short break at 7:00 p.m. and reconvened at 7:05 p.m.

2B. Present recommended consultant team for Comprehensive Plan update. (20 minutes)

Marc Kurbansade, Director of Development Services, reviewed the RFP process and the projected tasks for the Comprehensive Plan update. He then introduced Wendy Shabay, who will be team lead on the project, and Tiffany McLeod with Freese and Nichols, Inc. along with Jason Claunch with Catalyst Commercial, Inc. Ms. Shabay gave a brief overview of her team and what they will be looking at in their process.

Mr. Kurbansade then discussed the Steering Committee – its makeup and typical members and then the next steps in the process for the update. Committee appointments will be considered at the meeting for July 11, 2017.

3. WORK SESSION

3A. Presentation outlining the results of the City of Rowlett FY2016-2017 Comprehensive Classification and Compensation Study, which was conducted by Johanson Consulting. (45 minutes)

Richard Jones, Director of Human Resources, introduced Blair Johanson, with Johanson Consulting, who presented the results of the study. The implementation options and strategies will be presented at the strategic planning session scheduled for June 30-July 1, 2017.

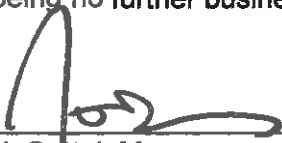
3B. Review direction from City Council regarding the upcoming Utility Rate Study. (20 minutes)

Kim Wilson, Director of Financial Services, reviewed highlights from previous discussions with Council regarding the water rates. Discussion regarding the particular verbiage to use on the base rate and ensuring the educational component at the conclusion of the study to address the common question – “why are our rates so high compared to other cities?”

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

4. ADJOURNMENT

There being no further business, the meeting adjourned at 8:32 p.m.



Todd W. Gottel, Mayor



Laura Hallmark, City Secretary

Date Approved: June 20, 2017