



**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.*

---

**Thursday, August 17, 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 Hargrave, Councilmember Brown and Councilmember Bell**

**1. CALL TO ORDER**

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

**2. WORK SESSION**

**2A. Discuss FY2018 Proposed Budget. (180 minutes)**

Brian Funderburk, City Manager and Kim Wilson, Chief Financial Officer, reviewed the proposed budget for FY2018 that had been presented to Council at the August 8, 2017 Special Meeting.

They reviewed Property Taxes and provided clarification regarding property tax exemptions for disability, seniors and homestead. They reviewed the general fund revenues of property tax and sales tax. Then the general fund expenses of personnel, which included the addition of a part-time Parks employee for the Seniors, the details of the pay plan implementation, health care costs, and a modest TMRS increase. Also discussed the computer equipment replacement program, utilities, scheduling of the strategic plan and public safety support. Capital Improvement Expenses in the general fund included monies for parks improvements and a golf cart for the part-time employee, supplies for the Fire Department, a vehicle for Public Works and the creation of the vehicle replacement fund.

Next was the review of the various funds, which included: debt service, utility, refuse with a detailed explanation of the new FCC contract, drainage and employee health benefits.

Discussion regarding the look of the monthly utility billing statement and the opportunity to revise it.

Council took a short break at 7 p.m. and reconvened at 7:09 p.m.

Brief review of the Special Revenue Funds, which include the following: Economic Development Fund, Inspection Fees Fund, Golf Fund, Police Seizure Fund, Hotel-Motel Fund, PEG Fund, Grants Fund, Court Juvenile Fund, Court Technology Fund, Court Security Fund, CDBG and TIF 2 – Bayside.

Mr. Funderburk reviewed City Council memberships and it was the consensus of Council that the Intergovernmental Relations Sub-Committee meet to review the list of memberships and provide a recommendation to Council at the August 29<sup>th</sup> Special Meeting. He then went on to review the requests from Boards and Commissions and community partners including the Arts and Humanities Commission, Golf Advisory Board, Keep Rowlett Beautiful, Rowlett Chamber, CERT, Rowlett HFC and the Senior Advisory Board. It was the consensus of Council to grant \$25,000 of the requested funds to the Chamber and retain \$25,000 for a more detailed analysis from the Chamber as to the use. Mr. Funderburk then stated that \$7,000 would be added for Council's Community Outreach Events.

A request was made to assess the use of external resources/consultants for projects/tasks versus the use of current employees to determine if there could be cost savings.

Shawn Poe, Director of Public Works, reviewed the Capital Improvement Plan overview, which included: a review of key CIP strategies, review Community Investment Advisory Board strategy, CIP Funding Sources, General Fund Capital Maintenance Plan, Utility Fund CIP, Master Planning Efforts, Drainage Utility and establishing the Vehicle Equipment Replacement Fund.

Discussion regarding strategies for CIP funding and future processes.

The next budget Work Session will be August 29<sup>th</sup> and staff asked that Council be prepared to finalize decision points and provide staff with any questions in the meantime for research. Staff, in the meantime, will provide information that has been requested.

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

**3. ADJOURNMENT**

The meeting was adjourned at 8:34 p.m.

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

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

Date Approved: September 5, 2017