



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, November 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 Dana-Bashian, Mayor Pro Tem Brown, Deputy Mayor Pro Tem Bobbitt, Councilmember Bell, Councilmember Margolis, Councilmember Sherrill and Councilmember Grubisich

1. CALL TO ORDER

Mayor 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 the re-allocation of funds under the Community Development Block Grant Program and Substantial Amendments to the Plan. (30 minutes)

Maria Martinez, Interim Director of Neighborhood Services, and Tony Felts, Interim Director of Planning Services, presented a short review of the allocations and the reasoning for the need to re-allocate the funds. Mayor Dana-Bashian suggested the funds be put towards the utilities assistance program established with the Salvation Army and provided statistical data for that program to date.

After further discussion, it was the consensus of Council to allocate the money previously provided for Honor Academy to alleys/Public Facilities and transfer a like amount from the General Fund to Salvation Army for utilities assistance.

3B. Receive a presentation and discuss the proposed issuance of bonds by the Rowlett Housing Finance Corporation to finance one or more proposed development projects. (45 minutes)

Rick Sheffield, President of the Rowlett Housing Finance Corporation (RHFC), introduced the other two members present – Barbara Holst, Vice President, and Patty Said, Secretary. He, along with Mark Malveaux, Bond Counsel, and Melissa Fisher, RISE Residential Construction – the developer, presented the details of the development and the timeline needed for the bond issuance.

A resolution of no objection for the project and a resolution approving the issuance of bonds will be considered at the next City Council meeting.

4. DISCUSS CONSENT AGENDA ITEMS

Mayor Dana-Bashian asked for clarification of item 7E.

Council adjourned the Work Session at 6:48 p.m. to attend the reception for employees.

RECEPTION FOR RECOGNIZED EMPLOYEES FROM 7:00 P.M. TO 7:30 P.M.

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

PRESENTATION OF COLORS BY ROWLETT POLICE AND FIRE HONOR GUARD

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

INVOCATION – Alton McKinley, Rowlett Friendship Baptist Church

Council reconvened in the Regular Session at 7:34 p.m.

5. PRESENTATIONS AND PROCLAMATIONS

- 5A.** Presentation of Proclamation as part of the Rowlett Veterans Recognition Program to Donald Pierson Sr. in appreciation of his military service.

Mayor Dana-Bashian presented the proclamation to Mr. Pierson, who was accompanied by several members of his family and escorted by two officers from the Marine Recruiting Station in Garland.

Mayor Dana-Bashian provided information about the Veterans Recognition Program and then introduced Brian Wilburn with Third Watch LE MC, who explained what their club is doing for veterans. Mr. Wilburn, along with representatives of Southern Dawgs LE MC, Kaotic Angels LE MC and Steel Horse Patriots LE MC then presented the Mayor with a leather vest (or "cut") with patches from each of the clubs making her an honorary member of Third Watch.

- 5B.** Presentation of certificates by Mayor Tammy Dana-Bashian and City Manager Brian Funderburk to employees recognized throughout the year for Excellent Customer Service.

Mr. Funderburk reviewed some of the stories of the employees' service and then he and the Mayor presented the certificates to the employees who were present. The complete list of employees recognized and their stories can be seen in the Employee Recognition Program 2017.

5C. Presentation of Proclamation recognizing November 6th – 10th, 2017 as Municipal Courts Week.

Mayor Pro Tem Brown presented the Proclamation to Chief Judge Pamela Liston along with Associate Judge Chris Kilgore, Acting Court Administrator/Chief Court Clerk Marilee Stanley, Juvenile Case Manager Dretha Burris and City Prosecutor Amy Thomas.

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

Mayor Dana-Bashian announced the following:

COUNCIL MEETINGS

- SPECIAL COUNCIL MEETING WILL BE HELD ON NOVEMBER 13TH. NO MEETING ON NOVEMBER 21ST. DECEMBER MEETINGS WILL BE DECEMBER 5TH AND 19TH WITH A SPECIAL JOINT MEETING ON DECEMBER 12TH.

P & Z MEETINGS

- NEXT MEETING WILL BE HELD ON TUESDAY, NOVEMBER 14TH & 28TH AT 6:30PM IN THE CITY HALL CONFERENCE ROOM.

ROWLETT LIBRARY

- FIRE SAFETY – SATURDAY, NOVEMBER 18TH AT 2 P.M. – *ROWLETT FIRE DEPARTMENT WILL TEACH FIRE SAFETY WITH THEIR INTERACTIVE FIRE SAFETY HOUSE.*
- FOOTBALL TRIVIA – SATURDAY, NOVEMBER 25TH AT 2 P.M. – *PLAY FOOTBALL TRIVIA AT THE LIBRARY AND WIN A PRIZE! TRIVIA WILL BE AVAILABLE ALL DAY AT THE SERVICE DESK.*
- CALL OR EMAIL THE LIBRARY FOR INFORMATION ON ALL THE PROGRAMS THAT WILL BE OFFERED THIS MONTH. FROM STORY TIMES TO AFTER SCHOOL ACTIVITIES, THE LIBRARY IS YOUR AMAZING DISCOVERY PLACE! VISIT US AT 5702 ROWLETT ROAD OR CALL 972.412.6161.

PARKS AND RECREATION

- VETERANS DAY CEREMONY – HELD AT RCC ON SATURDAY, NOVEMBER 11 AT 11AM
- WINTER LEAGUE YOUTH BASKETBALL REGISTRATION IS OPEN THRU NOVEMBER 30TH. PRINT A REGISTRATION FORM AT WWW.TEAMSIDELINE.COM/ROWLETT AND DROP OFF AT THE RCC.
- THE ROWLETT COMMUNITY CENTRE HAS SPACE FOR YOUR SPECIAL HOLIDAY EVENT. TO CHECK AVAILABILITY, CALL 972.412.6170 OR COME BY. WE CAN MAKE YOUR EVENT SPECIAL.

ANIMAL SHELTER

- NEXT LOW COST VACCINATION CLINIC WILL BE HELD ON SUNDAY, DECEMBER 3RD, 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.
- STARTING THIS MONTH – WHEN A VETERAN IS RECOGNIZED AN ANIMAL AVAILABLE FOR ADOPTION WILL BE FEATURED AS A PHOTO RATHER THAN IN PERSON AT THE MEETING. THIS MEETING'S FEATURED ANIMAL IS BABY. AVAILABLE ANIMALS

CITY OFFICES CLOSED FOR THANKSGIVING HOLIDAYS

- OFFICES WILL BE CLOSED ON THURSDAY AND FRIDAY, NOVEMBER 23RD AND 24TH
- FCC WILL BE CLOSED ON THURSDAY, NOVEMBER 23RD. TRASH AND RECYCLING WILL BE DELAYED BY ONE DAY.

R.E.D. FRIDAY EVENT – (REMEMBER EVERYONE DEPLOYED)

- THIS FRIDAY, NOVEMBER 10TH IS RED FRIDAY – A DAY THAT ROWLETT EMPLOYEES AND OTHERS WILL BE WEARING RED SHIRTS TO SUPPORT OUR TROOPS THAT ARE DEPLOYED AND RAISING PROCEEDS FOR THE LOCAL GROUP, THIRD WATCH, WHICH SUPPORTS LOCAL VETERANS IN NEED. TO ORDER YOUR SHIRT

ANNUAL STOP A COP

- CHRISTMAS TOY DRIVE FOR ROWLETT NEEDY CHILDREN'S FUND STARTS NOVEMBER 25TH AND RUNS THROUGH DECEMBER 16TH
- TOYS MAY BE DROPPED OFF 24 HOURS A DAY AT ANY FIRE STATION OR THE LOBBY OF THE POLICE STATION

SHARE THE WARMTH CAMPAIGN – NOW THROUGH DECEMBER 1ST

- THE ADMINISTRATIVE ASSISTANT TEAM FOR THE CITY OF ROWLETT WILL BE COLLECTING BLANKETS THIS YEAR FOR ADULTS IN GROUP HOMES IN ROWLETT AND THE SENIOR CARE CENTER. DROP OFF SITES AT ALL CITY BUILDINGS.

PRAY ROWLETT WILL BE HOLDING A THANKSGIVING SERVICE AT C3 CHURCH, 3700 CHAHA, 11/12 @ 6PM

6. CITIZENS' INPUT

1. Thomas Slowbe, 705 Little Road, Jarrell; spoke in support of Item 8A.
2. Kathy Ray, 4009 David Drive, Rowlett; spoke in opposition of Item 8A.
3. Lacey Maddox, 3014 David Drive, Rowlett; spoke in opposition of Item 8A.

7. CONSENT AGENDA

- 7A.** Consider action to approve minutes from the City Council October 17, 2017 Regular Meeting.

This item was approved on the Consent Agenda.

- 7B.** Consider action to approve a resolution authorizing the City Manager to accept the 2017 Public Works Emergency Response Team Safety and North Texas Incident Support Enhancement Part 5 grant award in the amount of \$30,405.80, under the 2017 State Homeland Security Program.

This item was approved as RES-122-17 on the Consent Agenda.

- 7C.** Consider a resolution approving Task Authorization FY18-TC-01 in the amount of \$58,806.00 to the approved professional services agreement with Terracon Consultants, Incorporated and approving a twenty percent (20%) contingency in the amount of \$11,761.20 for a total cost of \$70,567.20 to provide construction materials and geotechnical testing for the Dalrock Estates, Phase 1 Street Reconstruction Project and authorizing the Mayor to execute the necessary documents for said services.

This item was approved as RES-123-17 on the Consent Agenda.

- 7D.** Consider action to approve a resolution accepting the bid of and awarding a contract to Felix Construction Company in the amount of \$782,380 and a ten percent (10%) contingency amount of \$78,238 and up to \$5,000 for an early completion bonus, resulting in a total project budget of \$865,618 for the Toler Bay II Lift Station Rehabilitation and authorizing the Mayor to execute the necessary documents for said services.

This item was approved as RES-124-17 on the Consent Agenda.

- 7E.** Consider action to approve a resolution for the purchase of 1,375 Sensus water meters from Aqua Metric Sales Company in the amount of \$280,421.03.

This item was approved as RES-125-17 on the Consent Agenda.

- 7F.** Consider action to approve a resolution amending the Articles of Incorporation of the Rowlett Housing Finance Corporation to amend the Registered Office and Agent.

This item was approved as RES-126-17 on the Consent Agenda.

- 7G.** Consider action to approve a resolution authorizing the City Manager to accept the 2017 Rowlett CERT Enhancement Project grant award in the amount of \$3,458.70, under the 2017 State Homeland Security Program.

This item was approved as RES-127-17 on the Consent Agenda.

Passed the Consent Agenda

A motion was made by Mayor Pro Tem Brown, seconded by Councilmember Sherrill, 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. Consider and take action on a request to rezone property from C-1 Limited Commercial/Retail to PD Planned Development with C-1 base zoning for subject property located at 4217 Rowlett Road, further described as being an 18.22 +/- acre tract of land out of the Thomas Collins Survey, Abstract #332, City of Rowlett, Dallas County, Texas.

Tony Felts, Interim Director of Planning Services, provided the information for this item. Jean Latsha, with Pedcor provided additional information, including pricing of units and provided pictures of existing Pedcor developments.

A motion was made by Mayor Pro Tem Brown, seconded by Councilmember Grubisich, to approve the item as presented. The motion carried with a vote of four in favor (Sherrill, Grubisich, Brown, Bell) and three opposed (Margolis, Dana-Bashian, Bobbitt). This item was approved as ORD-041-17.

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

There was no action taken.

9. ADJOURNMENT

The meeting was adjourned at 9:34 p.m.


Tammy Dana-Bashian, Mayor


Laura Hallmark, City Secretary

Date Approved: November 13, 2017