



# City of Rowlett

## Special Meeting Minutes

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

### City Council

*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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Monday, November 13, 2017

5:45 P.M.

Municipal Building – 4000 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 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 5:45 p.m.

**2. EXECUTIVE SESSION (5:45 P.M.)\*Times listed are approximate.**

- 2A.** The City Council shall convene into Executive Session pursuant to the Texas Government Code, §551.087 (Economic Development) and §551.071 (Consultation with Attorney) to discuss financial information and incentives for a business prospect within the Downtown district with which the City is conducting economic development negotiations, and to seek legal advice from the City Attorney relating to the Village of Rowlett. (45 minutes)

In Executive Session at 6:09 p.m. Out at 6:51 p.m.

- 2B.** The City Council shall convene into Executive Session pursuant to the Texas Government Code, §551.071 (Consultation with Attorney) to seek legal advice from the City Attorney relating to the Bayside South Project. (15 minutes)

In Executive Session at 5:46 p.m. Out at 6:09 p.m.

**3. WORK SESSION (6:45 P.M.)\***

- 3A.** Year-end Update from the City Manager for FY2017. (45 minutes)

Brian Funderburk, City Manager, provided an update, which included the many changes in the City Council, development in every quadrant of the City, time to revise Realize Rowlett 2020, the decrease in the property tax, thanked the community partners and the many volunteers that contributed their time to the City over the past year. He also reviewed department highlights. Councilmembers thanked him and the City staff for the work they do for the residents.

#### **4. DISCUSS CONSENT AGENDA ITEMS**

Councilmembers asked that item 7D be pulled for Individual Consideration.  
Council adjourned the Work Session at 7:30 p.m.

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

**INVOCATION** – Mayor Pro Tem Brown

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

Council reconvened in the Regular Session at 7:37 p.m.

#### **5. PRESENTATIONS AND PROCLAMATIONS**

- 5A.** Texas Recreation and Parks Society North Region 2 & 3 presents Rowlett Parks and Recreation employee, Lucy Bottoms, as Part-Time Employee of the Year.

Councilmember Margolis presented the background information on the recognition and Ms. Bottoms was presented the award.

- 5B.** Texas Recreation and Parks Society North Region presents Rowlett Parks and Recreation's Kids Kingdom as the Committee Choice Award winner.

Councilmember Margolis presented the background information on the recognition and Jonathan Ferguson, Parks Supervisor was presented the award on behalf of the Department. Angie Smith, Director of Parks and Recreation, introduced other Parks and Recreation Staff members who were present: Ricky Harris, Operations Manager; Aaron Cleaver, Business Manager; Rachel Wolpert, Recreation Supervisor; Josh Massad, Parks Maintenance Specialist; Derek Yarbrough, Parks Crew Leader; Russell Bavelaar, Parks Maintenance Specialist; Jason Aguirre, Recreation Programmer.

- 5C.** Presentation of American Public Works Association credential for Certified Public Infrastructure Inspector to Dan Abell and Ryan Corbello.

Ty Thompson, Assistant City Engineer, provided background information on the APWA certification and the process for obtaining the credentials and, along with Mayor Dana-Bashian presented the certificates to Mr. Abell and Mr. Corbello.

- 5D.** Hear a presentation on the fourth quarter investment report for September 30, 2017.

Wendy Badgett, Interim Director of Finance, presented the report.

- 5E. 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**

- NO MEETING ON NOVEMBER 21<sup>ST</sup>. DECEMBER MEETINGS WILL BE DECEMBER 5<sup>TH</sup> AND 19<sup>TH</sup> WITH A SPECIAL JOINT MEETING ON DECEMBER 12<sup>TH</sup>.

**P & Z MEETINGS**

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

**ROWLETT LIBRARY**

- YOUR LIBRARY HAS MANY PROGRAMS GOING ON DURING THE HOLIDAY SEASON! CHECK US OUT:

➤ SENIOR BOOK CLUB	➤ MARIO KART TOURNAMENT
➤ GINGERBREAD HOUSES	➤ PRESENT WRAPPING
➤ WINTER READING CLUB	➤ NOON YEAR'S EVE

- FOR MORE INFORMATION ON THESE AND ALL OTHER PROGRAMS VISIT THE LIBRARY AT 5702 ROWLETT ROAD OR CALL 972.412.6161.

**PARKS AND RECREATION**

- MAIN STREET FEST – SATURDAY, DECEMBER 2<sup>ND</sup>, 4-7PM @ PECAN GROVE PARK
- LIGHTED HOLIDAY PARADE – FRIDAY, DECEMBER 8<sup>TH</sup>, STARTS AT DUSK ON MAIN STREET
- WINTER LEAGUE YOUTH BASKETBALL REGISTRATION IS OPEN THRU NOVEMBER 30<sup>TH</sup>. PRINT A REGISTRATION FORM AT [WWW.TEAMSIDELINE.COM/ROWLETT](http://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.

**CITY OFFICES CLOSED FOR THANKSGIVING HOLIDAYS**

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

**SHARE THE WARMTH CAMPAIGN – NOW THROUGH DECEMBER 1<sup>ST</sup>**

- 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.

### **ANNUAL STOP A COP**

- CHRISTMAS TOY DRIVE FOR ROWLETT CHURCHES, CHARITIES AND ROWLETT NEEDY CHILDREN'S FUND STARTS NOVEMBER 25<sup>TH</sup> AND RUNS THROUGH DECEMBER 16<sup>TH</sup>
- TOYS MAY BE DROPPED OFF 24 HOURS A DAY AT ANY FIRE STATION OR THE LOBBY OF THE POLICE STATION. OTHER COLLECTION SITES ARE THE RCC, CITY HALL AND FIRE ADMIN.
- WALMART PARKING LOT DROP-OFF TIMES STARTING NOVEMBER 25TH:

11/25 – 10AM – 2PM	12/02 – 2PM – 6PM
12/9 – 10AM – 2PM	12/16 – 10AM – 2PM

### **ANIMAL SHELTER**

- **NEXT LOW-COST VACCINATION CLINIC WILL BE HELD ON SUNDAY, DECEMBER 3<sup>RD</sup>, 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.
- TONIGHT'S FEATURED ANIMALS ARE: ***BABY AND PETUNIA***
- ANIMALS AVAILABLE FOR ADOPTION

Councilmember Grubisich announced Rowlett RETREET II. The RETREET organization will team up with Texas Trees Foundation and Keep Rowlett Beautiful (KRB) to plant more trees in the tornado affected areas of Rowlett and Garland on Saturday, December 9<sup>th</sup>. For those living in the area who would like to have a tree, they can sign up and those wanting to volunteer to help plant trees, they can sign up by visiting the link on the KRB website.

## **6. CITIZENS' INPUT**

Jenni Velazquez, 7709 Coral Way, Rowlett; spoke regarding the property at 5314 Chiesa Road.

## **7. CONSENT AGENDA**

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

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

- 7B.** Consider a resolution renewing a contract to Texas Bit, Inc. formerly APAC-Texas, for the purchase of hot mix asphalt in the unit amounts bid and an annual amount not to exceed \$120,000 through the Interlocal Cooperative Purchasing Agreement with Dallas County for road materials for the Public Works Department and authorizing the Mayor to execute the necessary documents for the materials.

**This item was approved as RES-128-17 on the Consent Agenda.**

- 7C.** Consider and take action on a Facilities Agreement between the City of Rowlett and Bayside District Partners LLC, for the Maintenance of Streetlights for the Bayside development, located in the southeast quadrant of the City bounded to the north by the DART rail line, to the southwest

by IH 30, and to the east by Dalrock Road, further described as a 145 +/- acre tract of land situated in the Charles D. Merrill Survey, Abstract No. 957, and the William Crabtree Survey, Abstract No. 346, City of Rowlett, Dallas County, Texas.

**This item was approved as RES-129-17 on the Consent Agenda.**

- 7D.** Consider action to approve a resolution awarding the annual contract for concrete repairs to streets, alleys, sidewalks and curbs to Cam-Crete Contracting, Inc. in the unit amounts bid and in an estimated annual amount of \$1,060,000.00, and authorizing the Mayor to execute the necessary documents.

**This item was pulled for Individual Consideration.**

Shawn Poe, Director of Public Works, provided the information for this item.

**A motion was made by Councilmember Sherrill, seconded by Deputy Mayor Pro Tem Bobbitt, to approve the item as presented. The motion carried with a unanimous vote of those members present. This item was approved as RES-130-17.**

**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 action to approve a resolution stating no objections to an application for the submission of an application filed with the Texas Department of Housing and Community Affairs by TX Lakeview Seniors, LP, for Housing Tax Credits for an affordable rental housing project for seniors located at 5314 Chiesa Road, Rowlett, Texas.

Maria Martinez, Community Services Manager, provided the information for this item. Melissa Fisher, with RISE Residential presented additional information regarding the project.

**A motion was made by Councilmember Sherrill, seconded by Councilmember Margolis, to approve the item as presented. The motion carried with a unanimous vote of those members present. This item was approved as RES-131-17.**

- 8B.** Consider action to approve a resolution approving of the bond issuance for financing by the Rowlett Housing Finance Corporation of a Senior Living Community, Savannah at Lakeview Senior Living, located at 5314 Chiesa Road, Rowlett, Texas, for TX Lakeview Seniors, LP.

Ms. Martinez introduced Rick Sheffield, President of the Rowlett Housing Finance Corporation (RHFC) Board of Directors, who presented the information for this item. Tim Nelson with Hilltop Securities, the financial advisor for the RHFC presented additional information.

A motion was made by Councilmember Grubisich, seconded by Councilmember Bell, to approve the item as presented. The motion carried with a unanimous vote of those members present. This item was approved as RES-132-17.

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

There was no action taken.

**9. ADJOURNMENT**

The meeting was adjourned at 8:59 p.m.

  
Tammy Dana-Bashian, Mayor

  
Laura Hallmark, City Secretary

Date Approved: December 5, 2017