



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, April 3, 2018

6:00 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 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 6:00 p.m.

2. EXECUTIVE SESSION

- 2A.** The City Council shall convene into executive session pursuant to the Texas Government Code, §551.074 (Personnel) to deliberate on the evaluation and duties of the City Secretary. (THIS ITEM WILL BE DISCUSSED FOLLOWING THE REGULAR PORTION OF THE MEETING) (60 minutes)

In Executive Session at 8:36 p.m. Out at 9:17 p.m.

3. WORK SESSION (6:00 P.M.)*Times listed are approximate.

- 3A.** Joint meeting of Library Advisory Board and Council. (30 minutes)

Jerry Hickman, Chair, called their portion of the meeting to order at 6:01. He then introduced the Board members who were present: Bill Schwab, Deborah Smith, Vicki Stallcup-Causey and Suzanne Webster. Mr. Hickman then reviewed a PowerPoint presentation which outlined a description of the Library Advisory Board, accomplishments over the last year and thus far in FY18 and reviewed the goals for 2018. He adjourned their portion of the meeting at 6:24 p.m.

- 3B.** Hear presentation from Rockwall Central Appraisal District (RCAD) regarding a proposed resolution regarding renovations to the offices of the appraisal district. (30 minutes)

Kevin Passons, RCAD Assistant Chief Appraiser, presented the building's present conditions and outlined each entity's contribution based on their percentage of assessments – Rowlett's would be \$6,786 annually. If approved, it would be in the FY 19 budget.

3C. Discuss the creation of a Diversity Commission. (30 minutes)

Scott Airitam and Ryan Khalil provided background for the formation of the Commission, the proposed composition, proposed goals and activities and next steps. It was the consensus of Council to proceed with the creation as proposed. It will be brought to a future Council meeting for consideration.

4. DISCUSS CONSENT AGENDA ITEMS

Council adjourned the Work Session at 7:37 p.m.

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

INVOCATION – John Rogers, C3 Rowlett

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

Council reconvened in the Regular Session at 7:44 p.m.

5. PRESENTATIONS AND PROCLAMATIONS

5A. Presentation of proclamation recognizing April 8 – 14, 2018 as National Library Week.

Mayor Dana-Bashian provided information on National Library Week and the Rowlett Public Library. Kathy Freiheit, Director of Library Services, introduced members of the Library Advisory Board who were in attendance. Councilmember Margolis presented the proclamation.

5B. Presentation of the Texas Municipal Library Directors Association's 2017 Achievement of Library Excellence Award.

Mayor Dana-Bashian provided background information on the Award and Councilmember Margolis read the letter of award and presented the plaque.

5C. Presentation of Proclamation recognizing the month of April as National Donate Life Month.

Mayor Dana-Bashian provided statistical information regarding organ and tissue donation and then presented the proclamation.

5D. Proclamation recognizing April 8-14, 2018 as National Public Safety Telecommunicators Week.

Mayor Dana-Bashian provided some information regarding the Police Communications Center. Beth English, Communications Director, introduced the members of her staff who were present: Wylie Webb, Hannah Ceaser, Tasha McCord and Mary Loller. Mayor Dana-Bashian then presented the proclamation.

- 5E.** Hear presentation of the Monthly Financial report for the period ending February 28, 2018.

Tara Lopez, Senior Accountant, presented the report.

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

Mayor Pro Tem Brown announced the following:

COUNCIL MEETINGS

- NEXT REGULAR MEETINGS WILL BE APRIL 3RD AND 17TH AT CITY HALL.
- **YOU HAVE ANOTHER OPPORTUNITY!** “**IMAGINE ROWLETT**” COMMUNITY - VISIONING MEETING HAS BEEN SCHEDULED FOR APRIL 12TH - FROM 6PM – 8PM AT THE RCC, 5300 MAIN STREET. WE ARE SIMULTANEOUSLY UPDATING THE COMPREHENSIVE PLAN AND STRATEGIC PLAN. YOU WILL BE ABLE TO LEARN MORE AND PROVIDE YOUR INPUT AS WE SHAPE THE VISION FOR ROWLETT’S FUTURE.
 - IN THE MEANTIME, PLEASE TAKE THE “IMAGINE ROWLETT” SURVEY – WE WANT TO HEAR FROM YOU. VISIT THE WEBSITE AT WWW.ROWLETT.COM AND THE LINK IS ON THE HOME PAGE.
- **2018 BOND INFORMATION MEETINGS:** APRIL 5TH AT CITY HALL & APRIL 19TH AT THE RCC, BOTH BEGINNING AT 6PM AND WILL BE STREAMED LIVE ON THE CITY’S FACEBOOK PAGE. COME FIND OUT ALL THE DETAILS ABOUT THE 3 PROPOSITIONS THAT WILL APPEAR ON THE MAY 5TH BALLOT. VISIT www.rowlett.com/2018Bond FOR MORE INFORMATION.
 - THE LAST DAY TO REGISTER TO VOTE IN THIS ELECTION IS APRIL 5TH.
 - PLEASE COME OUT AND VOTE – EARLY VOTING BEGINS APRIL 23RD.

P & Z MEETINGS

- NEXT MEETINGS WILL BE HELD ON TUESDAY, APRIL 10TH AND 24TH, 6:30PM AT CITY HALL.

ACTION CENTER

- WHEN YOU NEED TO REPORT A POTHOLE OR A WATER MAIN LEAK, GO ONLINE OR CALL THE ACTION CENTER. IT’S YOUR ONE-STOP SHOP FOR INFORMATION AND ASSISTANCE.
 - ONLINE AT WWW.ROWLETT.COM AND CLICK ON THE ACTION CENTER BUTTON IN THE UPPER LEFT OF THE PAGE. CALL 972.412.6100 AND YOU’LL SPEAK TO A COURTEOUS REPRESENTATIVE WHO WILL GET YOU TO THE RIGHT PERSON OR ANSWER YOUR QUESTIONS.
 - YOU MAY VISIT IN PERSON AT CITY HALL LOCATED AT 4000 MAIN STREET. WE ARE HERE TO SERVE!

ROWLETT LIBRARY

- UPCOMING EVENTS AT THE LIBRARY:

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| INTRODUCTION TO ESSENTIAL OILS WITH HEATHER SAYRE – SATURDAY, APRIL 7 TH , 2 PM | MARIO KART TOURNAMENT – SATURDAY, APRIL 14 TH , 2 PM |
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- THE LIBRARY IS MOVING! LAST DAY OF SERVICE AT 5702 ROWLETT RD. IS SATURDAY, MAY 5TH
 - THE LIBRARY WILL REOPEN AT 3900 MAIN STREET ON WEDNESDAY, JUNE 6TH
 - WHILE THE LIBRARY IS CLOSED FOR THE MOVE, MATERIALS CAN BE RETURNED TO THE BOOK DROP AT 5702 ROWLETT ROAD. NO ITEMS WILL BE DUE AND NO FINES WILL ACCRUE DURING THIS TIME.
- THE LIBRARY SUMMER READING PROGRAM (FOR PEOPLE OF ALL AGES) WILL BEGIN ON MONDAY, JUNE 11TH
- FOR MORE INFORMATION ON THESE AND ALL OTHER PROGRAMS VISIT THE LIBRARY AT 5702 ROWLETT RD. OR CALL 972.412.6161.

PARKS & RECREATION

- ANNUAL KIDFISH AND CARDBOARD BOAT REGATTA SCHEDULED FOR SATURDAY, APRIL 28.
 - COMMUNITY POND WILL BE STOCKED WITH 500 POUNDS OF CATFISH. FISHING BEGINS AT 9:00 AM. THIS IS A FREE EVENT.
 - CARDBOARD BOAT REGATTA BEGINS AT 1:30 PM. REGISTRATION IS REQUIRED, \$30 PER BOAT.
 - BOTH EVENTS WILL BE HELD AT COMMUNITY PARK, 8700 ST. ANDREWS.
- NEW PARK ADDITIONS.
 - NEW SUNSCREEN STATIONS, OFFERING FREE SUNSCREEN WERE ADDED TO COMMUNITY PARK AND KID'S KINGDOM.
 - KATY RAILROAD PARK RECENTLY RECEIVED A NEW SHADE STRUCTURE FOR THE PLAYGROUND. THIS STRUCTURE IS PART OF THE ONGOING PHASE II UPGRADES BEING FUNDED BY CIP FUNDS.

FOR MORE INFORMATION VISIT WWW.ROWLETT.COM/PARKSANDREC OR CALL 972-412-6170.

PUBLIC WORKS

- CONCRETE PANEL REPLACEMENT STARTED THIS WEEK ON PRINCETON RD. (FROM LIBERTY GROVE RD. TO ARMSTRONG LN.) THIS WILL BE ONGOING FOR THE NEXT FEW MONTHS AND THERE WILL BE VARIOUS LANE CLOSURES THROUGHOUT THE PROJECT.

CREATE YOUR AMI (ADVANCED METERING INFRASTRUCTURE) PROFILE

- WATER CUSTOMERS NOW HAVE THE ABILITY TO ACCESS WATER CONSUMPTION ONLINE
- SYSTEM READS EVERY HOUR FOR REAL-TIME USAGE INFORMATION
- CREATE YOUR ACCOUNT AT WWW.ROWLETT.COM/AMI
- FOR MORE INFORMATION ABOUT THIS GREAT SERVICE, WATCH THE YOUTUBE VIDEO LISTED ON THE NEWS FLASH AT WWW.ROWLETT.COM, DATED FEBRUARY 5TH

FREE ELECTRONIC RECYCLING & DOCUMENT SHREDDING

- START COLLECTING YOUR STUFF – MAY 5TH IS THE DATE
- 9AM – 1PM AT ROWLETT HIGH SCHOOL PARKING LOT
- THANK YOU KEEP ROWLETT BEAUTIFUL FOR SPONSORING THIS EVENT

DART PUBLIC HEARING

- A PUBLIC HEARING WILL BE HELD TO RECEIVE COMMENTS ON PROPOSED SERVICE CHANGES

- TUESDAY, APRIL 10TH @ 6:30PM
- DART HEADQUARTERS BOARD ROOM – 1401 PACIFIC AVE., DALLAS
- VISIT WWW.DART.ORG – NEWS & MEETINGS FOR MORE INFORMATION

FOR MORE INFORMATION REGARDING ANY CITY PROGRAMS OR SERVICES, VISIT ROWLETT.COM

ANIMAL SHELTER

- **NEXT LOW COST VACCINATION CLINIC** WILL BE HELD ON **SUNDAY, MAY 6TH, 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.
 - FEATURED PET TONIGHT IS: **FAITH** (Faith was adopted this afternoon.) **VEDA** is here in her place.
 - ANIMALS AVAILABLE FOR ADOPTION

6. CITIZENS' INPUT

David Gleeson, 5430 LBJ Freeway, Dallas; spoke regarding upcoming development.

7. CONSENT AGENDA

- 7A.** Consider action to approve minutes from the City Council March 20, 2018 Regular Meeting.

This item was approved on the Consent Agenda.

- 7B.** Consider action to approve a resolution exercising the first of four one-year renewal options for Section II mowing services to DD Commercial Landscape in the unit amounts bid in an estimated annual amount of \$121,940.00 for the Parks and Recreation Department.

This item was approved as RES-032-18 on the Consent Agenda.

- 7C.** Consider action to approve a resolution exercising the first of four one-year renewal options for Section III mowing services to DD Commercial Landscape in the unit amounts bid in an estimated annual amount of \$160,449.00 for the Parks and Recreation Department.

This item was approved as RES-033-18 on the Consent Agenda.

- 7D.** Consider action to approve a resolution exercising the first of four one-year renewal options for Section IV mowing services to The Teter Group in the unit amounts bid in an estimated annual amount of \$168,670.00 for the Parks and Recreation Department. This is a one-year contract with four optional one-year renewals.

This item was approved as RES-034-18 on the Consent Agenda.

- 7E.** Consider action to approve a resolution regarding Council appointments to various committees and local/regional organizations.

This item was approved as RES-035-18 on the Consent Agenda.

- 7F.** Consider action to approve a resolution renewing an annual contract for screening wall repair and maintenance for the second of four one-year renewals with Waterton Construction Group in the annual amount of \$50,000.

This item was approved as RES-036-18 on the Consent Agenda.

Passed the Consent Agenda

A motion was made by Councilmember Grubisich, seconded by Councilmember Margolis, including all the preceding items marked as having been approved on the Consent Agenda with corrections to the minutes for item 7A and to the appointments in 7E as noted in the Work Session. The motion carried with a unanimous vote of those members present.

8. ITEMS FOR INDIVIDUAL CONSIDERATION

There are no items for this agenda.

After a short break at 8:30 p.m., Council reconvened at 8:36 p.m. to discuss Executive Session item 2A.

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

There was no action taken.

9. ADJOURNMENT

The meeting was adjourned at 9:17 p.m.

Tammy Dana-Bashian, Mayor

Laura Hallmark, City Secretary

Date Approved: April 17, 2018