



# CITY OF ROWLETT CITY COUNCIL MINUTES

*Our Vision: A well-planned lakeside community of quality neighborhoods, distinctive amenities, diverse employment, and cultural charm. Rowlett: THE place to live, work and play.*

Tuesday, November 5, 2019

5:00 P.M.

Municipal Building

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 Grubisich, Councilmember Margolis, Councilmember Sherrill, Councilmember Laning, Councilmember Laning and Councilmember Bell**

**1. CALL TO ORDER**

Mayor Dana-Bashian called the meeting to order at 5:00 p.m.

**2. EXECUTIVE SESSION**

There are no items for this agenda.

**3. WORK SESSION (5:00 P.M.) \* Times listed are approximate.**

**3A. Presentation of Year-End Update from the City Manager for FY2019. (45 minutes)**

Brian Funderburk, City Manager, reviewed the year based on the City's recently adopted Strategic Plan.

**3B. Presentation on the City of Rowlett 2019 Emergency Operations Plan (40 minutes).**

Ed Balderas, Assistant Emergency Management Coordinator, reviewed the function of the EOP and the Annex sections.

**3C. Presentation of the Community Development Department's master fee schedule analysis and suggested recommendations. (40 minutes)**

Munal Mauladad, Director of Community Development and Dale Jackson, Building Official, reviewed the methodology for the suggested changes and what the proposed fees would be. Staff will make further reviews and revisions and bring back to Council for official consideration at a later date.

- 3D.** Presentation of Dallas County Major Capital Improvement Grant Program. (20 minutes)

Due to time constraints, this item will be presented at a later date.

**4. DISCUSS CONSENT AGENDA ITEMS**

Council adjourned the Work Session at 7:22 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 7:34 p.m.

**5. PRESENTATIONS AND PROCLAMATIONS**

- 5A.** Presentation of Proclamation to Dan Kliess as part of the Rowlett Veterans Recognition Program.

Mayor Dana-Bashian, Brian Wilburn – representing Third Watch LEMC and VROC, Quilts of Valor and a representative from Senator Hall’s office made presentations to Mr. Kliess. Mr. Kliess then introduced his family and made some personal comments.

- 5B.** Presentation of Proclamation recognizing November 4-8, 2019 as Municipal Courts Week.

Mayor Pro Tem Brown presented the proclamation to Judge Liston and members of the court staff.

- 5C.** Presentations by City staff and PFM Investment Advisors on the fourth quarter investment report for September 30, 2019.

Wendy Badgett, Director of Finance, along with a representative from PFM, presented the information.

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

Councilmember Margolis made the following announcements:

**PARKS AND RECREATION**

- **VETERANS DAY CEREMONY – MONDAY, NOVEMBER 11<sup>TH</sup>, STARTING AT 11AM AT VETERANS PARK. PLEASE HELP US HONOR THOSE WHO HAVE SACRIFICED SO MUCH FOR OUR FREEDOM!**

- WINTER YOUTH BASKETBALL - REGISTRATION IS CURRENTLY OPEN NOW FOR WINTER YOUTH BASKETBALL!
- FOR MORE INFORMATION ON THIS AND OTHER PARKS AND RECREATION PROGRAMS, VISIT THE DEPARTMENT'S PAGE ON THE CITY'S WEBSITE.

#### ANIMAL SERVICES DIVISION

- ANIMAL SHELTER IS OPEN MONDAY – SATURDAY, 10AM – 5PM AND LOCATED AT 4402 INDUSTRIAL STREET.
- TONIGHT WE ARE FEATURING SEVERAL OF THE DOGS AND CATS THAT ARE AVAILABLE FOR ADOPTION.

LIBRARY VISIT YOUR ROWLETT PUBLIC LIBRARY AT 3900 MAIN STREET! A MAP SHOWING DOWNTOWN PARKING IS ON THE LIBRARY'S WEB PAGE.

- ENJOY AN AFTERNOON MOVIE EVERY FRIDAY IN NOVEMBER. FRIDAY FLICKS BEGIN AT 3:30 PM.
- BRING THE FAMILY TO THE LIBRARY ON SATURDAYS AT 2:00 PM FOR FAMILY-FRIENDLY ACTIVITIES.
- NOVEMBER IS NATIONAL NOVEL WRITING MONTH (NA-NO-WRI-MO). MEET WITH OTHER ASPIRING WRITERS ON THURSDAYS AT 6 PM IN THE LIBRARY CAFÉ TO HELP US WRITE A 50,000 WORD MANUSCRIPT!
- FOR MORE INFORMATION ON ALL THE PROGRAMS AVAILABLE, VISIT THE LIBRARY AT 3900 MAIN STREET OR CALL 972.412-6161. YOU CAN EVEN LIKE US ON FACEBOOK!

UPCOMING PUBLIC MEETING INFORMATION CAN BE FOUND ON THE PUBLIC BULLETIN BOARD OF THE CITY'S WEBSITE.

- TO FIND OUT WHAT'S HAPPENING IN ROWLETT – CHECK OUT THE FRIDAY @ 5, A WEEKLY NEWSLETTER FROM CITY HALL. IT'S FULL OF INFORMATION ABOUT YOUR CITY AND IS AVAILABLE ON THE CITY'S WEBSITE AND FACEBOOK PAGE EVERY FRIDAY AFTER 5PM. OR YOU CAN CHOOSE TO HAVE IT SENT DIRECTLY TO YOUR EMAIL. STAY UP-TO-DATE AND KNOW WHAT'S GOING ON!
- REMINDER – EMAIL YOUR QUESTIONS ON ANY CITY-RELATED TOPIC TO [ASKTHEMAYOR@ROWLETT.COM](mailto:ASKTHEMAYOR@ROWLETT.COM) AND IT COULD BE ANSWERED ON THE FOLLOWING MONTHLY PROGRAM "SPOTLIGHT ON ROWLETT"
- AND FOR MORE INFORMATION ON ANY CITY PROGRAMS OR SERVICES, VISIT [ROWLETT.COM](http://ROWLETT.COM) OR CALL THE ACTION CENTER.

#### 6. CITIZENS' INPUT

There were no speakers.

#### 7. CONSENT AGENDA

#### 7A. Approving minutes.

Consider action to approve minutes from the October 15, 2019 City Council meeting.

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

**7B. A resolution for a three-year agreement for maintenance.**

Consider action to approve a resolution authorizing a three-year agreement with a vendor in the total amount of \$107,902.80 for data network licensing, maintenance, and support services.

**This item was approved on the Consent Agenda as RES-123-19.**

**7C. A resolution to approve the third-year payment of the City's three-year agreement with a software vendor.**

Consider action to approve a resolution approving the third annual payment of a three-year Enterprise Agreement to purchase software licenses and support from a software vendor in the amount of \$129,889.40 through the Interlocal Purchasing Agreement with the Texas Comptroller of Public Accounts and the State of Texas Department of Information Resources (DIR).

**This item was approved on the Consent Agenda as RES-124-19.**

**7D. A resolution for a three-year agreement for maintenance.**

Consider action to approve a resolution approving a three-year agreement with a vendor in the total amount of \$64,472.00 for telephony system licensing, maintenance, and support services.

**This item was approved on the Consent Agenda as RES-125-19.**

**7E. A resolution accepting the bid of and awarding a contract to Landscape Unlimited LLC.**

Consider action to approve a resolution accepting the bid of and awarding a contract to Landscape Unlimited, LLC in the amount of \$290,386.93 and approving a ten percent (10%) contingency amount of \$29,038.69 and up to \$10,000.00 for an early completion bonus, resulting in a total project budget of \$329,425.62 for the Springfield Park and Community Park Improvements, and authorizing the Mayor to execute the necessary documents for said services.

**This item was approved on the Consent Agenda as RES-126-19.**

**7F. A resolution awarding the second renewal to the annual contract for concrete repairs.**

Consider action to approve a resolution authorizing a one-year contract renewal (second of third) with Austin Raymond Construction for concrete repairs to sidewalks, curbs, gutters and utility cuts in an estimated annual amount of \$470,000.00.

**This item was approved on the Consent Agenda as RES-127-19.**

**7G. A resolution executing a purchase order with GT Distributors, Inc.**

Consider action to approve a resolution authorizing a purchase order with GT Distributors, Inc. in an amount not to exceed \$86,160.00 for the purchase of weapons for the Rowlett Police Department.

**This item was approved on the Consent Agenda as RES-128-19.**

**7H. A resolution to schedule a public hearing to receive public comments on an Impact Fee Update Study.**

Consider action to approve a resolution to schedule a public hearing to receive public comments on an Impact Fee Update Study and proposed impact fee rates for roadways, water and wastewater at 7:30 PM on December 17, 2019 during the regular City Council meeting.

**This item was approved on the Consent Agenda as RES-129-19.**

**7I. A resolution authorizing the Mayor to execute a Facility Agreement.**

Consider an action to approve a resolution authorizing the Mayor to execute a Facility Agreement between the City of Rowlett, Texas, and Oncor Electric Delivery Company, LLC, in the amount of \$22,998.00 for the installation and construction of a concrete sidewalk at 5314 Chiesa Road.

**This item was approved on the Consent Agenda as RES-130-19.**

**Passed the Consent Agenda**

**A motion was made by Councilmember Margolis, 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**

There are no items for this agenda.

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

There was no action taken.

9. **ADJOURNMENT**

The meeting was adjourned at 8:00 p.m.

  
\_\_\_\_\_  
Tammy Dana-Bashian, Mayor

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

Approved on: November 19, 2019