



# CITY OF ROWLETT CITY COUNCIL STRATEGIC PLANNING SESSION 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.*

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Friday, June 25, 2021	8:00 A.M. – 5:00 P.M.	Rowlett Community Centre
Saturday, June 26, 2021	8:00 A.M. – 5:00 P.M.	Event Rooms A & B

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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 Grubisich, Deputy Mayor Pro Tem Bell, Councilmember Margolis, Councilmember Sherrill, Councilmember Laning and Councilmember Brown**

## FRIDAY, JUNE 25, 2021

City Council may receive public input on any of the following items:

### **1. Opening Remarks and Review of Goals**

Mayor Dana-Bashian called the meeting to order at 8:05 a.m.

Laura Hallmark, City Secretary, read comments into the record received via email from the following:

1. Rob Maxwell; trails
2. Nancy Usrey; trails
3. Brandon Bonds; trails
4. Dr. Steven Horwitz; trails
5. Jill Reilly; trails
6. Deb Shinder; trails
7. Martha Cross; trails
8. William Wright; trails
9. Thomas Shinder; trails
10. Rhonda Wolfe; trails
11. Paul Daniel; trails
12. Jim Wolfe; trails
13. Philip & Asa Cascavilla; trails

Mayor Dana-Bashian provided opening comments.

Brian Funderburk, City Manager, provided opening comments and reviewed the agenda and goals for the two days.

## **2. Water Study Update**

Dan Jackson, with Willdan, presented the most current information on water/wastewater rates, including: background on rates, water/wastewater customers and volumes, water/wastewater current and forecast cost of service, water/wastewater proposed rate plan and the next steps. Council discussion regarding commercial vs. residential rates, more information to review next steps and position of utility fund regarding CIP projects.

After a short break at 8:51 a.m., Council reconvened at 8:57 a.m.

## **3. Compensation Study Update**

Richard Jones, Director of Human Resources, presented the update. He reviewed the 18 comparison cities, variances from year to year, current comparison, and three options for bringing employees in line with the average mean and the resulting comparisons for each. Council discussion regarding comparison of Dispatcher positions; the need to retain current talent and keep employees vs. increased staffing needs; difficulty filling entry level maintenance positions and strategies to help; all businesses and cities are experiencing hiring difficulties.

## **4. Department Budget Needs**

Mr. Jones presented the Human Resources Department budget information and requests for the upcoming year, employee retention and promotions, workers compensation rates decreased and employee health benefits. Council discussion regarding Performance Based Budgeting (PBB) items and review.

Munal Mauladad, Director of Community Development, reviewed the department composition and requests for the upcoming budget year. Council discussion regarding Animal Shelter live release rate; specifics regarding the Shelter remodeling; costs for Spirit/Smart Yard/Yard of the Season awards; are development codes where they need to be; water conservation plan; short-term rentals; Diversity Manager position; and protection for pollinators when spraying for mosquitoes.

After a short break at 10:30 a.m., Council reconvened at 10:51 a.m.

Wendy Badgett, Director of Finance, presented her department's budget requests. Council discussion regarding current value of grants managed; funding detail for the two requested positions; grand reporting process; improved bond rating to AA- and quantification of that benefit for future budget discussions.

Gary Enna, Director of Public Works and Ronnie O'Brien, Assistant Director, presented their department's challenges – especially with staffing and budget requests for the upcoming year. Council discussion regarding pay for entry level positions and staffing availability; funding for Dalrock Road curve improvements; fuel station improvements; utilization of North Central Texas Council of Governments (NCTCOG) benefits/programs.

Libbey Tucker, Assistant Director of Economic Development, presented that department's budget requests. Council discussion regarding Sapphire Bay; and tourism tax benefits/programs.

After a short break at 12:15 p.m., Council reconvened at 12:30 p.m.

#### **5. Council Governance – Working Lunch**

Ms. Hallmark presented an option for staff/Council level administration of the City's four focus areas (NE, NW, SE, SW quadrants); Community Investment Advisory Board (CIAB) recommendations for appointment and Council liaisons to boards/commissions and Council committees. Councilmember Laning provided additional information. Discussion regarding procedure for forwarding resident concerns; dissolution of CIAB as a standing board and becoming an ad hoc "bond" committee for each bond cycle; and changes to the boards/commissions/committees assignments.

After a short break at 1:17 p.m., Council reconvened at 1:30 p.m.

#### **6. Department Budget Needs (cont'd)**

Neil Howard, Fire Chief, presented the department's budget requests. Council discussion regarding eligible Enterprise program for the requested vehicles; age of heavy rescue tools and rotation through front line equipment and reserve equipment; lead time for ordering a ladder truck; and Sapphire Bay joint Fire/Police station.

Michael Godfrey, Police Chief, presented present and future priorities/challenges and his department's budget requests. Council discussion regarding staffing for jail with sharing facility with the City of Sachse; and minimal staffing levels for each shift.

After a short break at 2:28 p.m., Council reconvened at 2:38 p.m.

#### **7. Department Budget Needs (cont'd)**

Mr. Funderburk presented the budget requests from the Arts & Humanities Commission, Golf Advisory Board, Keep Rowlett Beautiful, Chamber of Commerce, Citizen Corps Council and the Senior Advisory Board.

Mr. Funderburk reviewed the current resources vs. requests and a summary of aspects of current fiscal year position.

Mr. Funderburk reviewed the Council's strategic planning topics, submitted at Council's June 17, 2021 Special Meeting, and what's involved. Council discussion regarding financial requirements and planning; one-time costs versus ongoing costs for those items; and value of the golf course to the City and impact if discontinued.

## **8. Wrap up**

The meeting adjourned at 3:18 p.m.

### **SATURDAY, JUNE 26, 2021:**

**Present: Mayor Dana-Bashian, Mayor Pro Tem Grubisich, Deputy Mayor Pro Tem Bell, Councilmember Margolis, Councilmember Sherrill, Councilmember Laning and Councilmember Brown**

Mayor Dana-Bashian called the meeting to order at 8:05 a.m.

There were no public comments.

## **1. Department Budget Needs (cont'd)**

Laura Tschoerner, Director of Library Services, with Phil Barott, Information Systems Administrator, presented the Library as the seasoning that makes the meal ("City") better. She reviewed the department's highlights and budget requests. Council discussion regarding the GED program costs vs. benefits and residents vs. non-residents.

Aaron Cleaver, Director of Parks and Recreation, and Kari Pacheco, Assistant Director, presented highlights of their department and budget requests. Council discussion regarding pour-in-place surfacing at Kids Kingdom playground; special events; utilization of parks/events by residents and non-residents; and SH66 medians and maintenance.

Joey Brock, Director of Information Technology, presented his department's budget requests. Council discussion regarding wifi at City Hall; fiber throughout the City; and equipment replacement fund.

After a short break at 9:30 a.m., Council reconvened at 9:40 a.m.

## **2. Department Budget Needs (cont'd)**

Mr. Funderburk presented the City Manager's Office budget requests. Council discussion regarding social media pages/outlets; marketing of the City; improving the City app; and Angie Smith, Deputy City Manager, reviewed the current applications for grants.

Ms. Hallmark presented highlights for the City Council, City Secretary's Office and the Action Center. There were no budget requests. Council discussion regarding association memberships.

After a short break at 10:23 a.m., Council reconvened at 10:45 a.m.

**3. Discuss allocation of American Rescue Plan Act (ARPA) Funds**

Mr. Funderburk reviewed the Act and staff's suggestions for use of funds. Ron Harper, Grants Coordinator, provided additional information. Council discussion regarding staff's suggestions.

After a short break at 12:00 p.m., Council reconvened at 12:18 p.m.

**4. Council Governance (Working Lunch)**

Ms. Smith presented an update on the recent Texas Legislative Session. Councilmembers Margolis and Laning provided additional information. Council discussion regarding specific bills.

**5. Department Budget Needs (cont'd)**

This item was concluded prior to lunch.

**6. Decision Points, Wrap up & Closing Remarks**

Council follow-up discussion regarding Garland Independent School District's Coalition initiative and which Councilmembers will represent the City. Discussion regarding suggested changes to the proposed resolution and recommendation for Youth Advisory Council members from each city being included. Mayor Dana-Bashian and Councilmember Margolis will be the Council's representatives.

After a short break at 12:57 p.m., Council reconvened at 1:08 p.m.

Mr. Funderburk reviewed PBB rankings and quartiles (scoring system). Council discussion regarding in-house services vs. contracting; and PBB discussion expectations.

Continued Council discussion regarding current resources, budget requests and options.

The meeting adjourned at 2:29 p.m.

  
Tammy Dana-Bashian, Mayor

  
Laura Hallmark, City Secretary

Approved on: July 6, 2021

