



# 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.*

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Tuesday, May 21, 2013

7:30 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 Gottel, Mayor Pro Tem Phillips, Deputy Mayor Pro Tem Gallops, Councilmember Miller and Councilmember Kilgore**

**Absent: Councilmember Pankratz**

**1. CALL TO ORDER**

Mayor Gottel called the meeting to order at 7:30 p.m.

**2. EXECUTIVE SESSION**

There were no Executive Session items to discuss.

**3. WORK SESSION**

There were no Work Session items to discuss.

**4. DISCUSS CONSENT AGENDA ITEMS**

No items were removed from the Consent Agenda to be considered individually.

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

## **INVOCATION**

The invocation was led by Mayor Gottel.

## **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by the City Council.

## **TEXAS PLEDGE OF ALLEGIANCE**

The Texas Pledge of Allegiance was led by the City Council.

## **5. PRESENTATIONS AND PROCLAMATIONS**

### **5A. Proclamation recognizing the week of May 19 – 25, 2013 as National Public Works Week.**

Mayor Pro Tem Phillips recognized National Public Works Week with a proclamation.

### **5B. Proclamation recognizing the week of May 19 – 25, 2013 as National Emergency Medical Services Week.**

Deputy Mayor Pro Tem Gallops recognized National Emergency Medical Services Week with a proclamation.

### **5C. Hear Second Quarter Investment Report for March 31, 2013.**

Alan Guard, Finance Director, stated the portfolio continues to have a strong emphasis on liquid investments and all securities held by the City are of high credit quality. Stated staff will continue to follow the prudent investment strategies that have safely provided the City with favorable long-term performance and preservation of principal, while seeking opportunities to add value by remaining flexible and responding to changes in interest rates, economic data, market outlook or specific opportunities that arise.

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

Mayor Gottel gave a brief update to the Council on the various activities in the City including the next City Council meetings will be held on Tuesday, June 4<sup>th</sup> and 18<sup>th</sup>; the next Planning and Zoning Commission meetings will be held on Tuesday, May 28<sup>th</sup>; Stage 3 watering restrictions

will begin June 1<sup>st</sup>; the Animal Shelter will host Low Cost Animal Vaccination Clinics on Saturday, May 25<sup>th</sup>, June 1<sup>st</sup>, 15<sup>th</sup> and 29<sup>th</sup> beginning at 2:00 p.m., and don't forget to find your new best friend at the Animal Shelter; the Memorial Day and Touch-A-Truck Event will be held on Saturday, May 25<sup>th</sup> beginning at 10:00 a.m. on Downtown Main Street; the Rowlett Library will host Red, White, and Blue in the Library Too! on Saturday, May 25<sup>th</sup> beginning at 10:00 a.m., and the Summer Reading Program – Dig Into Reading! runs from June 10<sup>th</sup> – July 30<sup>th</sup>; the Parks and Recreation Department will host Fireworks on Main! Rowlett's Annual Summertime Party on Thursday, July 4<sup>th</sup> beginning at 5:00 p.m. and featuring Mary Wilson of the Supremes, numerous summer camps, and the Wet Zone is now open on weekends; the registration deadline for the Rowlett Police Department Youth and Teen Police Academy has been extended to Thursday, May 30<sup>th</sup>, for further details contact Officer Brandon Herring at 972-463-3980 or [bherring@rowlett.com](mailto:bherring@rowlett.com).

**6. CITIZENS' INPUT**

No one spoke during Citizens' Input.

**7. CONSENT AGENDA**

No items were removed from the Consent Agenda to be considered individually.

The City Secretary read the items into the record.

**7A. Consider approving minutes from the May 7, 2013 City Council Regular Meeting.**

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

**7B. Consider action to approve three additional appointments to the Downtown RFQ Advisory Committee to include a commercial architect, commercial broker, and a commercial banker.**

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

**7C. Consider action to approve a resolution to enter into an agreement with Greater Dallas Healthcare Enterprises d/b/a/ Greater Texas Physician Enterprises to provide professional medical services for City employees.**

**This item was approved as RES-047-13 on the Consent Agenda.**

## Passed The Consent Agenda

**A motion was made by Mayor Pro Tem Phillips, seconded by Deputy Mayor Pro Tem Gallops, including all the preceding items marked as having been approved on the Consent Agenda. The motion carried by a unanimous vote of those members present.**

### 8. ITEMS FOR INDIVIDUAL CONSIDERATION

- 8A.** Consider a resolution canvassing the results of the General Election held Saturday, May 11, 2013, for the positions of Mayor, Councilmember Place Two, Councilmember Place Four, and Councilmember Place Six.

Mayor Gottel read the item into the record.

Laura Hallmark, City Secretary, gave a brief presentation regarding this item.

**A motion was made by Mayor Pro Tem Phillips, seconded by Deputy Mayor Pro Tem Gallops, to approve the item as read. The motion carried by a unanimous vote of those members present. This item was adopted as RES-048-13.**

- 8B.** Consider an ordinance canvassing the results of the Special Charter Amendment Election held Saturday, May 11, 2013, for the purpose of considering four proposed amendments to the Rowlett City Charter and adopting said amendments to the Charter per Texas Local Government Code.

Mayor Gottel read the item into the record.

Laura Hallmark, City Secretary, gave a brief presentation regarding this item.

**A motion was made by Mayor Pro Tem Phillips, seconded by Deputy Mayor Pro Tem Gallops, to approve the item as read. The motion carried by a unanimous vote of those members present. This item was adopted as ORD-011-13.**

Item 8F followed this item.

- 8C.** Conduct a public hearing and consider an ordinance approving a request to rezone 4701 Rowlett Road and 3410 Main Street from Mixed Use Downtown to General Commercial, further described as Lot 1, Block 1 of the Toler Business Park and a 0.94 acre +/- tract in the Thomas Collins Survey, Abstract 332 in the City of Rowlett, Dallas County, Texas and to remove the Oliver Village Sub-district Overlay and use the base zoning districts of Institutional Urban, Multifamily Urban and Limited Office, respectively, on three properties at 3926, 4000, and 4016 Rowlett Road, further described as Lot 1, Block A of the Primera Iglesia Bautista Rowlett

Addition; a 2.3 acre +/- tract the William Crabtree Survey, Abstract 3447; and Lot 1, Block 1 of the Nolan Addition to the City of Rowlett, Dallas County, Texas.

This item followed Item 8F.

Mayor Gottel read the item into the record.

Michele Berry, Planner II, gave a brief presentation regarding this item. Stated the parcels were previously considered part of the Downtown area but were removed during the Realize Rowlett 2020 Phase II process when the Downtown Task Force, Planning and Zoning Commission, and City Council redefined the boundaries of Downtown. Therefore, the parcels are no longer considered part of Downtown and need to be rezoned before the text amendments can be adopted. Stated the proposed rezoning is being brought forward to conform with the current Realize Rowlett 2020 Comprehensive Plan and the Downtown Plan adopted as an amendment to the Comprehensive Plan.

The public hearing was opened and closed with no one speaking.

**A motion was made by Mayor Pro Tem Phillips, seconded by Councilmember Kilgore, to approve the item as read. The motion carried by a unanimous vote of those members present. This item was adopted as ORD-012-13.**

- 8D. Conduct a public hearing and consider an ordinance approving text amendments to the Rowlett Development Code as it pertains to Chapter 77-200 Zoning Districts; Section 77-301 Table of Allowed Uses; Section 77-303 Accessory Uses and Structures; Section 77-401 Table of Dimensional Requirements, Section 77-402 General Measurements and Standards; Section 77-504 Landscaping and Screening; Section 77-506 Off-street Parking and Loading; Section 77-507 Public and Institution Commercial Building Standards; Section 77-510 Exterior Lighting; Section 77-512 Signage; Chapter 77-800 Review and Approval Procedures; Section 77-1103 Definitions of general use chart categories and specific use types; Section 86-32 Special Use Permits; and Part VI Downtown Land Use Plan of the Rowlett Code of Ordinances.

Mayor Gottel read the item into the record.

Michele Berry, Planner II, gave a brief presentation regarding this item. Spoke regarding Table of Allowed Uses, including updating use categories; Landscaping, including tree spacing, compatibility buffers, and interior parking lot trees; Accessory Uses and Structures, including accessory structure for residential, car ports, and solar panels; Signage; and removing old zoning districts and references to these districts.

The public hearing was opened and closed with no one speaking.

**A motion was made by Mayor Pro Tem Phillips, seconded by Councilmember Kilgore, to approve the item as read. The motion carried by a unanimous vote of those members present. This item was adopted as ORD-013-13.**

- 8E. Conduct a public hearing and consider approving an ordinance rezoning property located at 8701 Liberty Grove Road, described as a 12.26 + acre tract of land, part of the James M. Hamilton Survey, Abstract 544, and being a part of that called 40 acre tract of land (Tract I) described in a warranty deed to Raney Family Partnership, Ltd. as recorded Volume 94164, Page 3198, City of Rowlett, Dallas County, Texas, to rezone the subject property from the Urban Village Form Based District to the New Neighborhood Form Based District.

Mayor Gottel read the item into the record.

Erin Jones, Planning Director, gave a brief presentation regarding this item. Stated the property was rezoned at the November 6, 2012 Council Meeting as part of the Realize Rowlett 2020 Phase II initiative; however, not only was the zoning line adjusted for the complainant's property, but also the Subject Property. Stated the Subject Property was originally intended to be zoned New Neighborhood Form Based District.

The public hearing was opened and closed with no one speaking.

**A motion was made by Mayor Pro Tem Phillips, seconded by Councilmember Kilgore, to approve the item as read. The motion carried by a unanimous vote of those members present. This item was adopted as ORD-014-13.**

- 8F. Conduct a public hearing and consider an ordinance rezoning properties located at 2910 and 3200 Castle Drive (respectively further described as a 1 acre portion of Tract 59 and 33.98 acre portion of Tract 50); 3621, 3713, 3717 and 3937 Hickox Road (respectively further described as a 19.93 acre portion of Tract 88, 4.02 acre portion of Tract 6.1, 4.02 acre portion of Tract 89, and 2.21 acre portion of Tract 100); all properties are of the Reason Crist Survey, Abstract No. 225, Page 585, in the City of Rowlett, Dallas County, Texas, to rezone the Properties from the existing Single Family 40 Zoning District to the New Neighborhood Form Based Zoning District for the purposes of building a pedestrian-oriented, single-family neighborhood under the City of Rowlett's Form Based Code. (FA13-648)

This item followed Item 8B.

Mayor Gottel read the item into the record.

Arti Harchekar, Senior Planner/Urban Designer, gave a brief presentation on this item. Spoke regarding the Form Base Code development review process, the Realize Rowlett 2020 Comprehensive Plan and elements of the framework plan. Spoke further regarding Street Typologies, the treatment of Castle Drive and Hickox Road, and the Traffic Impact Analysis.

A member of Council questioned staff as to how the oversupply of product is determined.

Staff stated oversupply of product was vetted during both phases of Realize Rowlett 2020, and an analysis was provided by Ricker|Cunningham.

Discussion was held regarding administrative level and the diminished role of the City Council within the process.

Another member of Council spoke regarding water pressure.

Staff stated with the completion of the Upper Pressure Plane Project, the water pressure would improve and meet the City's standards.

The public hearing was opened and closed with no one speaking.

Council stated a Work Session item discussing water pressure would be scheduled.

Comments were provided to staff regarding open space requirements.

**A motion was made by Mayor Pro Tem Phillips, seconded by Deputy Mayor Pro Tem Gallops, to approve the item as read. The motion carried by a unanimous vote of those members present. This item was adopted as ORD-015-13.**

Item 8C followed this item.

- 8G.** Consider action to approve a resolution appointing a Councilmember to serve on the Board of Directors for the Rockwall Emergency Services Corporation.

Mayor Gottel read the item into the record.

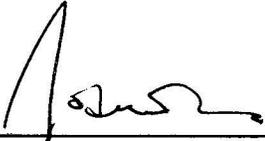
**A motion was made by Mayor Pro Tem Phillips, seconded by Deputy Mayor Pro Tem Gallops, to table this item until June 18, 2013. The motion carried by a unanimous vote of those members present.**

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

There were no Executive Session items to discuss.

**9. ADJOURNMENT**

Mayor Gottel adjourned the meeting at 9:12 p.m.



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Todd W. Gottel, Mayor



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Laura Hallmark, City Secretary

Date Approved: June 4, 2013