



# 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, September 17, 2013

5:45 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 Gottel, Mayor Pro Tem Kilgore, Deputy Mayor Pro Tem Gallops, Councilmember Phillips, Councilmember Dana-Bashian, Councilmember Pankratz and Councilmember Bobbitt**

#### 1. CALL TO ORDER

Mayor Gottel 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 receive legal advice from the City Attorney and to discuss and deliberate the offer of financial or other incentives in the Northshore District pertaining to facilities agreements and sanitary sewer facilities in and near the Muddy Creek area. (45 minutes)

Convened into the Executive Session at 5:45 p.m.

#### 3. WORK SESSION ITEMS (6:30 P.M.)\*

Convened into the Work Session at 6:22 p.m.

- 3A. Discuss proposed intersection improvements for Harborview Boulevard and President George Bush Turnpike (PGBT) North Bound Frontage Road. (30 minutes)

Jim Proce, Managing Director of Public Works and Development, and Robbin Webber, Assistant Director of Infrastructure Services, spoke regarding the sight views at the intersection. City Engineers reviewed the intersection and found no violations of Manual Unit Traffic Control Devices or Texas Department of Transportation (TxDOT) standards or accidents to warrant reconfiguration. Nevertheless, staff engaged TxDOT to explore options to address the citizens' concerns. TxDOT required an engineering study to support any counter proposal for reconfiguration; therefore, staff engaged Lee Engineering to analyze the intersection with the intent of providing suggestions for improvements.

Lee Engineering identified that there was a line of sight issue because of the sound wall that was installed on top of the concrete barrier, which TxDOT standards dispute as the pavement markings and lane delineation as designed mitigates this issue. Lee Engineering provided ten different options on how to improve the intersection so that motorists can safely negotiate a right turn. Staff reviewed the options and decided that option five was the most economical choice and provided for improved safety. The option would require the installation of plastic delineators and additional pavement markings; however, damaged or missing delineators would need to be replaced for this approach to be effective. City staff met with TxDOT to discuss the City's proposed improvements. TxDOT forwarded the proposal to their traffic engineers and maintenance group for review. TxDOT stated they would not support the project because they felt that the pavement markings were more than sufficient and met their design standards.

Members of Council asked about the various corrective options, possible signage and the thoughts of the neighborhood.

Staff stated TxDOT agreed with option two (construct a right in/right out channelizing island with additional curb upstream of intersection) because of their concerns over maintaining the delineators.

A member of Council questioned the funding of this project.

Staff stated the City will have to fund the entire project.

Consensus was reached by Council not to proceed with Option 2.

**3B. Discuss Council appointments as liaisons to the boards and commissions and regional appointments. (30 minutes)**

Members of Council discussed which members will be liaisons to the different boards, commissions and regional appointments. The appointments are as follows:

**Mayor Gottel**

- Dallas Morning News NeighborsGo Columnist
- Metroplex Mayors Association
- Rowlett Council Finance and Audit Committee

- Council Leadership Team
- Rowlett...on the Water...on the Move Moderator

**Mayor Pro Tem Kilgore**

- Board of Adjustment Liaison
- Tax-Increment Finance District Board Chair
- Council Leadership Team
- Realize Rowlett 2020 Downtown Task Force
- Library Advisory Board Liaison

**Deputy Mayor Pro Tem Gallops**

- Traffic and Safety Advisory Board Liaison
- North Texas Commission
- Rowlett Citizen Corps Council (RCCC) Board
- Council Leadership Team
- NCTCOG Emergency Preparedness Council

**Councilmember Phillips**

- Planning and Zoning Commission Liaison
- Rowlett Council Finance and Audit Committee
- Economic Development Advisory Board

**Councilmember Dana-Bashian**

- Rowlett Council Finance and Audit Committee
- Economic Development Advisory Board – Council appointment
- Senior Advisory Board Liaison

**Councilmember Pankratz**

- Animal Shelter Advisory Board Liaison
- Arts & Humanities Commission Liaison
- Dallas Regional Chamber
- Leadership North Texas

**Councilmember Bobbitt**

- Leadership Rowlett
- Rockwall County Emergency Management Services
- Rockwall County Planning Consortium
- Golf Advisory Board Liaison
- Parks and Recreation Advisory Board Liaison

**4. DISCUSS CONSENT AGENDA ITEMS**

Item 7F was removed from the Consent Agenda and Item 8C was discussed.

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

Convened into the Council Chambers at 7:34 p.m.

**INVOCATION**

The invocation was led by Councilmember Bobbitt.

**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**

Councilmember Pankratz accepted a donation check from Jana Cerra and Madison Cerra from First United Methodist Church in the amount of \$1,446.55 for the rebuilding of Kids Kingdom Park. Ms. Cerra said a few words regarding the youth fundraising events and Councilmember Dana-Bashian spoke regarding the church and their mission program.

**5A. Proclamation recognizing the month of September as Blood Cancer Awareness Month.**

Councilmember Dana-Bashian presented Coby Pewitt with a proclamation recognizing the month of September as Blood Cancer Awareness Month. Mr. Pewitt spoke concerning the recognition of this month.

**5B. Proclamation recognizing the month of September as National Preparedness Month.**

Deputy Mayor Pro Tem Gallops presented Fire Chief Kendrick and Chris Paul, a member of CERT, with a proclamation recognizing the month of September as National Preparedness Month.

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

Mayor Gattel 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, October 1<sup>st</sup> and 15<sup>th</sup>; the next City Council Work Sessions will be held on Tuesday, September 24<sup>th</sup>, October 8<sup>th</sup> and 22<sup>nd</sup>; the next Planning and Zoning Commission meeting will be held on Tuesday, September 24<sup>th</sup>; the 30<sup>th</sup> Annual National Night Out will be held on Tuesday, October 1<sup>st</sup>; the last day to register to vote in the November 5<sup>th</sup> Election is Monday, October 7<sup>th</sup>; Stage 3 watering restrictions began June 1<sup>st</sup>; mosquito testing will occur on Wednesdays of each week and free mosquito dunks are available to Rowlett residents; the Police and Fire Annual Shoots & Ladders Softball Game will be held on Saturday, September 21<sup>st</sup> beginning at 2:00 p.m. at Community Park; the Animal Shelter will host a Low Cost Animal Vaccination Clinic on Saturday, September 21<sup>st</sup> beginning at 2:00 p.m., and don't forget to find your new best friend at the Animal Shelter; Putts for Paws, a benefit golf tournament for the Animal Shelter, will be held on Thursday, October 17<sup>th</sup> at Waterview Golf Club; September is Library Card Sign-Up Month at the Rowlett Library, the next Saturday Games @ the Library will be held on Saturday, September 21<sup>st</sup> beginning at 10:30 a.m., the Talk Like a Pirate Day Program will be held on Saturday, September 21<sup>st</sup> beginning at 2:00 p.m., Tech Ed will feature Online Job Hunting at the Library on Tuesday, September 27<sup>th</sup> at 10:30 a.m., entries for the Painted Pumpkin Contest can be turned in the first week of October at the Library, and the movie *Hocus Pocus* will be shown on Saturday, October 5<sup>th</sup> at 10:30 a.m.; the Parks and Recreation Department will feature the final Movies on Main on Friday, September 20<sup>th</sup> at dusk, Diversity Day will be held on Saturday, October 5<sup>th</sup> at the Rowlett Community Centre, the Rowlett Community Centre Open House and Holistic Health Fair will be held on Saturday, October 12<sup>th</sup>, and Camp Fear will be held on Friday and Saturday, October 25<sup>th</sup> and 26<sup>th</sup> in Pecan Grove Park.

Interim City Manager Funderburk introduced the City's new Human Resource Director, John Murray.

**6. CITIZENS' INPUT**

No one spoke during Citizens' Input.

**7. CONSENT AGENDA**

Item 7F was removed from the Consent Agenda.

The City Secretary read the items into the record.

- 7A.** Consider approving minutes from the August 15-16, 2013, City Council Work Session, the August 27, 2013, City Council Work Session Meeting, the September 3, 2013, City Council Regular Meeting, and the September 9, 2013, City Council Work Session Meeting.

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

- 7B. Consider a resolution amending the Master Fee Schedule for rate and fee changes to the Library, Solid Waste, Utilities, and Development sections.

**This item was approved as RES-081-13 on the Consent Agenda.**

- 7C. Consider action to approve a resolution accepting the bid of and awarding a contract to Luber Bros., for the purchase of a Jacobsen R-311T large area rotary mower for the Parks Department in the amount of \$54,983 through the interlocal purchasing agreement with the Texas Local Government Purchasing Cooperative (BuyBoard).

**This item was approved as RES-082-13 on the Consent Agenda.**

- 7D. Consider action to approve a resolution accepting the bid of and awarding a contract to TFE to re-cable City Hall and the Police Building in the amount of \$147,580 through the interlocal cooperative purchasing agreement with the Texas Comptroller of Public Accounts and the Department of Information Resources (DIR).

**This item was approved as RES-083-13 on the Consent Agenda.**

- 7E. Consider action to approve a resolution authorizing the final acceptance of the Schrade sewer line and manhole improvements and the release of retainage to Wright Construction Company Incorporated in the amount of \$28,208.97, and authorizing the Mayor to execute the necessary documents.

**This item was approved as RES-084-13 on the Consent Agenda.**

- 7F. Consider action to approve a resolution accepting the bid of and awarding a contract to Pavecon, Ltd. for Harborview Boulevard and President George Bush Turnpike (PGBT) intersection improvements in the amount of \$51,065.30 and authorizing the Mayor to execute the Standard Public Works Construction contract for said services.

**This item was removed from the agenda.**

- 7G. Consider action to approve a resolution exercising the first of two one-year renewal options to extend the motor fuel bid to Martin Eagle Oil Company, Incorporated in the unit amounts bid for transporting and delivery per fuel gallon and type in an estimated annual amount of \$380,312.

**This item was approved as RES-085-13 on the Consent Agenda.**

- 7H. Consider approving a resolution authorizing the Interim City Manager to enter into an interlocal agreement with Dallas County for Household Hazardous Waste for Fiscal Year 2014.

**This item was approved as RES-086-13 on the Consent Agenda.**

- 7I. Consider approving a resolution authorizing the Interim City Manager to enter into a two year interlocal agreement with the City of Garland for Public Health Services for FY 2014 and FY 2015.

**This item was approved as RES-087-13 on the Consent Agenda.**

- 7J. Consider approving a resolution authorizing the Interim City Manager to enter into an interlocal agreement with Dallas County for Mosquito Ground Control for FY 2014.

**This item was approved as RES-088-13 on the Consent Agenda.**

- 7K. Consider approving the listing of additional appointments of Councilmembers for the remainder of 2013 and for the 2013-2014 Fiscal Year.

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

#### **Passed The Consent Agenda**

**A motion was made by Deputy Mayor Pro Tem Gallops, seconded by Mayor Pro Tem Kilgore, 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 an ordinance approving and adopting the budget for Fiscal Year 2013-2014.

Mayor Gottel read the item into the record. Mayor Gottel thanked the City employees for their hard work and effort. Stated staff continues to operate at a high level of service with fewer employees and with no tax increase for the past nine years.

**A motion was made by Mayor Pro Tem Phillips, seconded by Deputy Mayor Pro Tem Gallops, to approve the item as read. This item was adopted as ORD-024-13. The motion carried with a unanimous vote of those members present.**

Following the adoption of this item, Interim City Manager Funderburk thanked the Council and City staff. Spoke concerning the future challenges the City will face in the upcoming years.

- 8B.** Consider an ordinance approving and adopting the proposed ad valorem tax rate of \$0.747173 per \$100 of taxable value for Fiscal Year 2013-2014

Mayor Gottel read the item into the record.

**A motion was made Councilmember Phillips, seconded by Mayor Pro Tem Kilgore, to adopt the proposed ad valorem tax rate of \$0.747173 per \$100 of taxable value for FY 2013-2014. This item was adopted as ORD-025-13. The motion carried with a unanimous vote of those members present.**

- 8C.** Consider appointments to all of the various boards and commissions.

Mayor Gottel read the item into the record.

The following were appointed to the various boards and commission:

Animal Shelter Advisory Board

Three regular member positions and two alternate member positions are available to be filled for the Animal Shelter Advisory Board.

The Regular member appointees for the Animal Shelter Advisory Board are:

Dr. Lori McKelroy – Licensed Veterinarian

Monica Carr – Member 6

Tim Pace – Member 7

The Alternate member appointees for the Animal Shelter Advisory Board are:

LaQueata Brown, Alternate 1

Karen Reed, Alternate 2

Arts & Humanities Commission

Five regular member positions and two alternate member positions are available to be filled for the Arts & Humanities Commission.

The Regular member appointees for the Arts & Humanities Commission are:

Brian Hokanson, Member 1

Adam Pippin, Member 2

Mary Drayer, Member 3

Aimee Lanier, Member 5

Tamra Williams, Member 7

The Alternate member appointees for the Arts & Humanities Commission are:

Robert Martinez, Jr., Alternate 1

Vacant, Alternate 2

#### Board of Adjustment

Three regular member positions and five alternate member positions are available to be filled for the Board of Adjustment.

The Regular member appointees for the Board of Adjustment are:

Harris Brown, Member 3

Kevin Brown, Member 4

Vacant, Member 5

The Alternate member appointees for the Board of Adjustment are:

Vacant, Alternate 1

Wanda Hoff, Alternate 2

James Vessels, Alternate 3

Vacant, Alternate 4

Vacant, Alternate 5

#### Economic Development Advisory Board

One councilmember position and one regular member position are available to be filled for the Economic Development Advisory Board.

The Councilmember position appointee for the Economic Development Advisory Board is:

Tammy Dana-Bashian

The Regular member appointee for the Economic Development Advisory Board is:

Elaine Ritchie, Member 4

#### Golf Advisory Board

Three regular member positions and four alternate member positions are available to be filled for the Golf Advisory Board.

The Regular member appointees for the Golf Advisory Board are:

Larry Glick, Member 1

Brad Marshall, Member 2

Vincent Leal, Member 3

The Alternate member appointees for the Golf Advisory Board are:

Charles Alexander, Alternate 1

Brent Dorenbecker, Alternate 2

Michael Daffin, Alternate 3

Jerry Daniels, Alternate 4

Library Advisory Board

Two regular member positions and three alternate member positions are available to be filled for the Library Advisory Board.

The Regular member appointees for the Library Advisory Board are:

Tana Daniels, Member 1

Bill Schwab, Member 5

The Alternate member appointees for the Library Advisory Board are:

Jerry Hickman, Alternate 1

Linda Maki, Alternate 2

Sharon Moore, Alternate 3

Cassie Wilson, Alternate

Parks and Recreation Advisory Board

Five regular member positions, three alternate member positions and one junior member position are available to be filled for the Parks and Recreation Advisory Board.

The Regular member appointees for the Parks and Recreation Advisory Board are:

William Barber, Member 2

Mike DeLatte, Member 4

Bill Gilbreath, Member 6

Rick Helfers, Member 8

Lonnie Cornwell, Member 9

The Alternate member appointees for the Parks and Recreation Advisory Board are:

Eric Bonilla, Alternate 1

Rhetta Bowers, Alternate 2

Erika Holliman, Alternate 3

The Junior member position appointee for the Parks and Recreation Advisory Board is:

Vacant, Junior Alternate 1

Planning and Zoning Commission

Three regular member positions and three alternate member positions are available to be filled for the Planning and Zoning Commission.

The Regular member appointees for the Planning and Zoning Commission are:

Clayton Farrow, Member 2

Rick Sheffield, Member 4

Jonas Tune, Member 6

The Alternate member appointees for the Planning and Zoning Commission are:

Gabriela Borcoman, Alternate 1

James Moseley, Alternate 2

Thomas Newsom, Alternate 3

Senior Advisory Board

Four regular member positions and four alternate member positions are available to be filled for the Senior Advisory Board.

The Regular member appointees for the Senior Advisory Board are:

Darrell Test, Member 1  
Jerome Grossie, Member 3  
Della Vickers, Member 5  
Pamela Bell, Member 7

The Alternate member appointees for the Senior Advisory Board are:

Pauline Dedrick, Alternate 1  
Harold Kless, Alternate 2  
Loretta Soto, Alternate 3  
Michael Britt, Alternate  
Jennifer Morales, Ex-Officio

Traffic and Safety Advisory Commission

Three regular member positions and two alternate member positions are available to be filled for the Traffic and Safety Advisory Commission.

The Regular member appointees for the Traffic and Safety Advisory Commission are:

Jeff Carr, Member 2  
Tina Dorenbecker, Member 4  
Tim Miller, Member 6

The Alternate member appointees for the Traffic and Safety Advisory Commission are:

Mark Fant, Alternate 1  
Mollie Miles, Alternate 2

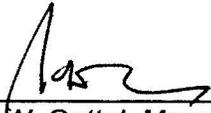
**A motion was made by Mayor Pro Tem Kilgore, seconded by Councilmember Bobbitt, to approve the slate of appointments as presented with the following additions: Cassie Wilson as an Alternate member of the Library Advisory Board and Michael Britt as an Alternate of the Senior Advisory Board. The motion carried with a unanimous vote of those members present.**

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

No action followed the Executive Session item.

9. **ADJOURNMENT**

Mayor Gottel adjourned the meeting at 8:12 p.m.

  
\_\_\_\_\_  
Todd W. Gottel, Mayor

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

Date Approved: October 1, 2013