



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, December 3, 2013

5:30 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, and Councilmember Pankratz

Absent: Councilmember Bobbitt

1. CALL TO ORDER

Mayor Gottel called the meeting to order at 5:30 p.m.

2. EXECUTIVE SESSION

3. WORK SESSION ITEMS (5:30 P.M.)* Times listed are approximate

- 3A.** Presentation from TEX-21 representative Matt Brasseaux and discuss the I-30 Corridor. (20 minutes)

Mr. Brasseaux was unable to attend and Russell Schaffner presented the information in his stead, which included membership information, transportation areas of focus, and clarification of membership cost. After further discussion, it was the consensus of Council to renew their membership.

- 3B.** Discussion regarding an ordinance creating an offense of "Failure to Appear" (Class C misdemeanor) applicable to citations written by non-sworn City personnel. (15 minutes)

Police Chief Mike Brodnax presented the background information on the requested amendment to the ordinance. It was the consensus of Council to move forward with this change and this ordinance will be presented at a later date for consideration.

- 3C.** Discuss City's Impact Fee Study from Kimley-Horn and Associates and setting Impact Fee rates (50 minutes)

Erin Jones, Director of Development Services, along with Jeff Whitacre and Anthony Samarripas with Kimley-Horn and Associates, Inc., provided background information on the study, clarification of where collected impact fees may be spent in relation to a specific project, clarification of proposed fees and the position of developers relating to impact fees and potential economic development. After further discussion, it was the consensus of Council to set fees at a level to be competitive and not on the lower end of comparison cities and still be able to capture costs.

4. DISCUSS CONSENT AGENDA ITEMS

CONVENE INTO THE COUNCIL CHAMBERS

After a short break at 6:55 p.m., Council reconvened at 7:30 p.m.

INVOCATION

Pastor Shane Pruitt with Community Connection Church presented the invocation.

PLEDGE OF ALLEGIANCE

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The pledges were led by the City Council.

5. PRESENTATIONS AND PROCLAMATIONS

- 5A.** Presentation of Proclamation to Alexander Hart in recognition of obtaining the rank of Eagle Scout.

Councilmember Dana-Bashian presented the proclamation along with comments regarding the amount of time and dedication required in order to reach this rank.

- 5B.** Presentation by Representative Cindy Burkett to Alexander Hart in recognition of obtaining Eagle Scout.

Representative Burkett presented Alexander Hart with a flag that had been flown over the State Capitol Building in recognition of his Eagle Scout ranking.

- 5C.** Presentation of House Resolution to the City of Rowlett by Representative Burkett in recognition of being named #1 Small City to Move To.

Representative Burkett presented the Resolution to Mayor Gottel and City Manager Funderburk.

- 5D.** Hear presentation of the Monthly Financial report for the period ending October 31, 2013.

Alan Guard, Director of Financial and Information Services, presented the report and explained that the discrepancy between the increase in water revenues and the decline in usage was due to the City's reporting and the NTMWD billing crossing paths. He also noted that the discrepancy in insurance premiums due to staff vacancies will be calculated and posted in November's report.

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

Mayor Gottel announced the following: The next Council meetings will be held Tuesday, December 10th; Work Session starts at 6pm in Annex Conference Room and Tuesday, December 17th; 5:30pm in City Hall Conference Room. The next Planning and Zoning Commission meetings will be Tuesday, December 10th, 6pm in City Hall Conference Room. There will be a Special Joint Council and Planning and Zoning Commission meeting to discuss the North Shore Master Plan on Thursday, December 19th, 6:30pm in Annex Conference Room. A reminder that we are currently under Stage 3 Water Restrictions and residents may water Once Every TWO Weeks. The Animal Shelter will be providing a low-cost vaccine clinic Saturday, December 7th & 21st from 12:30 – 2:30pm. Their regular business hours are Monday – Friday, 10am – 5pm and Saturday, 12pm – 5pm and are located at 4402 Industrial Street. Parks and Recreation has the Main Street Fest and Holiday Parade on Saturday, December 7th; 3:00 – 7:00pm on Main Street – free admission. Main Street comes alive with holiday sparkle, including children's activities, letter-writing to Santa, festival-style food, live music, photos with Santa (\$5) and lots of other fun! Make sure you grab your seat early on to watch the Noon Exchange Club's 27th Annual Holiday Parade, 4 – 5pm. Live music, including Coyle Middle School and Stephens Elementary choirs, 3 – 6:30pm. Fireworks show at 6:30pm followed by "Light Up Main". There will be an ATM on site this year. Parade Route: The parade route will start at Herfurth Park (4601 Centennial Dr) and will head west on Main Street to Commerce street where it will head south and disperse along the side streets of Dennis and Christine. Parking and Shuttles: Parking will be available at Rowlett High School, Coyle Middle

School, DART parking lot, First Rowlett United Methodist Church and First Baptist Church. A shuttle service will be running from the back parking lot at Rowlett High School starting at 2:30pm. From 2:30pm-3:45pm the route will take event participants to the roundabout at Main St. and Skyline Dr. From 3:45pm-5:15pm, the shuttles will be dropping people off at the First Rowlett United Methodist Church while the parade is going on. At 5:15pm the shuttle route will resume its normal route. The shuttle service will stop running at 7:30pm. *Main Street will be closing at 12:00pm. It will re-open at approximately 8:00pm. The Holiday spirit is all around the Library for the month of December! Saturday Movie @ the Library: "The Polar Express" – Saturday, December 7th, 10:30 a.m. Caroling by the Lake Cities Chorale – Saturday, December 7th, 2:00 p.m. "Trip to the North Pole" – December 7th at 3pm, in correlation with the Rowlett Main Street Fest and Holiday Parade! A very special guest from the North Pole will read Christmas stories, share a special treat and make the holiday season magical! Saturday Crafts @ the Library, Saturday, December 14th at 10:30am. The Rowlett Public Library will close at 6 p.m. Monday, December 23rd and be closed Tuesday, December 24th and Wednesday, December 25th in observation of the December Holidays. Library will close at 6 p.m. on Tuesday, December 31st and be closed on Wednesday, January 1st. City offices closed Tuesday and Wednesday, December 24th & 25th and Wednesday, January 1st. No trash pick-up on Wednesday, December 25th and January 1st. Trash pick-up will run one day behind, starting pick-up again on Thursday, December 26th and January 2nd. There will be a swearing in ceremony for the new City Manager on Monday, December 9th at 6:30 p.m. Deputy Mayor Pro Tem Gallops announced that the Chamber Stampede is scheduled for Friday, December 6th and on Saturday, December 7th, the Citizen Corps Council will be hosting pancakes with Santa at First Rowlett United Methodist Church from 8am-12pm. The cost is \$6 and includes a picture with Santa.

6. CITIZENS' INPUT

There were no speakers.

7. CONSENT AGENDA

- 7A.** Consider approving minutes from the October 28, 2013, City Council Special Meeting, the November 12, 2013, City Council Work Session, and the November 19, 2013, City Council Regular Meeting.

This item was approved on the Consent Agenda.

- 7B.** Consider action to approve a resolution authorizing Change Order 4 in the amount of \$34,477.94, and the final acceptance of the 2013 Annual Contract for concrete repair/replacement, sidewalks, curbs, gutters, and utility cuts to F&F Concrete, LLC and authorizing the Mayor to execute the necessary documents.

This item was approved as RES-108-13 on the Consent Agenda.

- 7C. Consider action to approve a resolution awarding the first of two one-year renewal options to extend the annual contract for concrete repair/replacement, sidewalks, curbs, gutters, and utility cuts to F&F Concrete, LLC in the unit amounts bid and an estimated annual amount of \$374,025 and authorizing the Mayor to execute the Standard Public Works Construction Contract for said service.

This item was approved as RES-109-13 on the Consent Agenda.

- 7D. Consider action to approve a resolution authorizing the final acceptance of the Merritt Road Paving, Water and Sewer Improvements, approving the payment of the early completion bonus in the amount of \$32,800.00 and release of retainage in the amount of \$646,641.89 for a final payment request in the amount of \$679,441.89, and a total contract amount of \$12,965,637.85 to Tri-Con Services, Incorporated and authorizing the Mayor to execute the necessary documents.

This item was approved as RES-110-13 on the Consent Agenda.

- 7E. Consider action to approve a resolution authorizing the final acceptance of the 2009 Alley Reconstruction Contract and the release of retainage in the amount of \$240,406.83 to RKM Utility Services, Incorporated and authorizing the Mayor to execute the necessary documents

This item was approved as RES-111-13 on the Consent Agenda.

- 7F. Consider action to approve a resolution authorizing the purchase of recording and communications equipment from L-3 Mobile-Vision, Incorporated (L-3) in the amount of \$103,512.60 for a Police Department digital video system.

This item was approved as RES-112-13 on the Consent Agenda.

- 7G. Consider a resolution amending the Master Fee Schedule for rate and fee changes to the Development Code section of the Master Fee Schedule, specifically as it pertains to Engineering and Planning related fees.

This item was approved as RES-113-13 on the Consent Agenda.

- 7H. Consider action to approve a resolution exercising the renewal option of CSG Systems Incorporated for the printing, mail processing, and NetBill Lite for electronic bill presentment and

payment services in the unit amounts bid and in an estimated annual amount of \$185,816.78 through the Interlocal Agreement with the City of Garland; and authorizing the City Manager, after City Attorney approval, to execute the necessary documents for said services.

This item was approved as RES-114-13 on the Consent Agenda.

Passed The Consent Agenda

A motion was made by Deputy Mayor Pro Tem Gallops, seconded by Councilmember Phillips, 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 a resolution approving a request for an alternative building material to allow a gabion wall in the exterior remodel for Taco Bueno located at 8300 Lakeview Parkway, being further described as Lot 1, Block 1 of the Taco Bueno #3125 Addition to the City of Rowlett, Dallas County, Texas (DP13-690).

Garrett Langford, Principal Planner, presented the background information and provided clarification that the covering is made of galvanized steel and should not rust over time.

A motion was made by Councilmember Phillips, seconded by Deputy Mayor Pro Tem Gallops, to approve the item as presented. The motion carried with a unanimous vote of those members present. This item was approved as RES-115-13.

- 8B.** Conduct a public hearing and consider an ordinance accepting the City's Impact Fee Study.

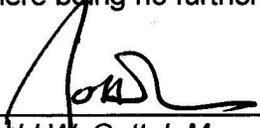
Erin Jones, Director of Development Services, along with Jeff Whitacre with Kimley-Horn and Associates, Inc., provided background information on the study and its outcome. The public hearing opened and closed with no speakers.

A motion was made by Deputy Mayor Pro Tem Gallops, seconded by Councilmember Phillips, to approve the item as presented. The motion carried with a unanimous vote of those members present. This item was approved as ORD-031-13.

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

9. ADJOURNMENT

There being no further business, the meeting adjourned at 8:17 p.m.



Todd W. Gottel, Mayor



Laura Hallmark, City Secretary

Date Approved: December 17, 2013

