



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, February 18, 2014

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 Bobbitt, Councilmember Dana-Bashian, and Councilmember Pankratz

1. CALL TO ORDER

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

2. EXECUTIVE SESSION

- 2A. The City Council shall convene into Executive Session pursuant to 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 a potential economic development project and incentives for property located at 4510 and 4514 Lakeview Parkway. (30 minutes) **TO BE DISCUSSED AFTER THE REGULAR SESSION**

Council convened in Executive Session at 8:26 p.m. Out at 8:47 p.m.

- 2B. The City Council shall convene into Executive Session pursuant to the Texas Local Government Code, §551.074, Personnel, to deliberate the evaluation and duties of the City Manager. (30 minutes) **TO BE DISCUSSED AFTER THE REGULAR SESSION**

Council convened in Executive Session at 6:56 p.m. Out at 7:33 p.m.

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

- 3A. Discuss Replacement of the Telephone System. (30 minutes)

Alan Guard, Director of Financial and Information Services provided background information on the condition of the telephone system. He reviewed the options for replacement and staff's suggestion. Alan Robbins, VP of Sales and Marketing and Michael Sinclair, President of Co-Nexus were present to answer Council questions. Council discussion regarding previous updates and maintenance on current system.

It was the consensus of Council to consider this at a later date.

- 3B.** Discuss amending the Fiscal Year 2013-14 Adopted Operating and Capital Improvements Program Budget. (30 minutes)

Alan Guard, Director of Financial and Information Services along with Tim Rogers, Director of Infrastructure Services provided an outline of the amendments. Council discussion regarding utilization of fund balance, cash reserve requirements, and the necessity of projects.

It was the consensus of Council to reduce the amount of funds used for projects.

- 3C.** Hear a presentation outlining the selection of Evergreen Solutions, LLC (Tallahassee, FL) to conduct the City's 2014 Salary and Compensation Study. (15 minutes)

John Murray, Director of Human Resources and Risk Management provided background information on the RFP process, the resulting bids, the firm selected, and the study timelines.

- 3D.** Hear a presentation outlining the City Aggregate, Departmental, and Tenure-based results of the 2013 City of Rowlett Employee Climate Assessment Survey. (10 minutes)

John Murray, Director of Human Resources and Risk Management reviewed the breakdown of results relating to overall City results, breakdown by departments and tenure. He stated there are plans for a follow-up survey in October.

- 3E.** Discuss the awarding of a contract and potential change order for the Main Street 1.25 Million Gallon Elevated Storage Tank. (30 minutes)

Tim Rogers, Director of Infrastructure Services along with Robbin Webber, Assistant Director of Infrastructure Services, provided background on the elevated water storage tank project and proposed changes as it relates to the Upper Pressure Plane. Council discussion regarding the continued operation of the existing water tower nearby, sufficient size/height of the proposed storage tank.

4. DISCUSS CONSENT AGENDA ITEMS

Council took a short break at 6:55 p.m., then convened in Executive Session Item 2B.

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

Reconvene at 7:38 p.m.

INVOCATION – Kent Cox, Crossroads Church

PLEDGE OF ALLEGIANCE

TEXAS PLEDGE OF ALLEGIANCE – Led by the City Council

5. PRESENTATIONS AND PROCLAMATIONS

- 5A.** Presenting a Certificate of Recognition to Sammy Walker for his induction in the Texas Track and Field Coaches Association Hall of Fame. This presentation is made at the request of Councilmember Pankratz.

Councilmember Pankratz presented the certificate.

- 5B.** Hear Fourth Quarter Investment Report for September 30, 2013.

Alan Guard, Director of Financial and Information Services, presented the report.

- 5C.** 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 upcoming City Council meetings are Tuesday, March 4th & 18th; 5:30pm in City Hall Conference Room; Tuesday, March 11th; Work Session starts at 6:00pm in Annex Conference Room. Planning and Zoning Commission meetings will be Tuesday, February 25th, March 11th & 25th, 6pm in City Hall Conference Room. Special Joint Council/Planning and Zoning Commission meeting to review the North Shore Master Plan Thursday, March 27th; 6:30pm in City Hall Conference Room. Last day to register to vote in the May 10th election, Thursday, April 10th. Pick up a form at the City Secretary's Office. Remember, a photo ID is now required to vote in Texas. . Pick up a City Council Candidate Guide starting January 29th and have it turned in by 5pm on February 28th. Joint Election will be on Saturday, May 10th. Council Places 1, 3 and 5 are on the ballot. Visit the Elections Page of Rowlett.com for more information or call City Secretary at 972-412-6115. Councilmember Qualifications: Be a qualified voter of the City of Rowlett. Be a resident of the City of Rowlett for no less than one year. Should not be in arrears in the payment of any taxes to the City of Rowlett. Stage 3 Water Restrictions – residents are allowed to water once every two weeks. The Animal Shelter will be providing a low-cost vaccine clinic Saturday, March 1st, 15th, & 29th, 2-4pm, 4402 Industrial Street. CONNECT ROWLETT - New City to Citizen Notification Service puts residents in control of the information received and – how it's received! The City launched the new Emergency Notification system in January. Allows citizens to create their own account and register several physical addresses, land lines, wireless devices and email addresses to receive the information wanted. The new service, Connect Rowlett, also allows citizens to register any health conditions or special instructions for members of their household. More information and how to sign up is in the monthly newsletter and on the website in the upper left hand corner of the home page. Upcoming Parks and Recreation Events: Easter Egg Hunt –

Saturday, April 12th – 10:00am – 12:00pm Downtown on Main Street. Easter Pup-A-Palooza– Sunday, April 13th- 2:00pm – 4:00pm being held at Herfurth Park. The Library has Saturday Movie + Popcorn @ the Library: “Legend of the Guardian” – Saturday, March 1st, 10:30 a.m. Silver Cinema, “Rebecca” – Monday, March 3rd, 2 p.m. Saturday Crafts @ the Library – Saturday, March 8th, 10:30 a.m. Spring Break Week – Library has activities all week: Monday devoted to reading & Magic Tree House Building – Monday, March 10th, 2:00 p.m. Tuesday, March 11th, 2pm – Movie – “Night of the Twisters”. Wednesday, March 12th, 2pm – Find out about the technology of transportation with an expert from DART. Thursday, March 13th, 2pm – Engineering with Legos. Friday, March 14th, 2pm – International Pi Day, Celebrate Einstein’s birthday. Saturday, March 15th, 2pm – Movie & popcorn – “Darby O’Gill and the Little People”.

6. CITIZENS’ INPUT

Susan Turek, 7301 Alissa Drive, Rowlett; spoke regarding Senior Citizens of Rowlett (SCOR).

7. CONSENT AGENDA

7A. Consider action to approve minutes from the February 4, 2014, City Council Meeting.

This item was approved on the Consent Agenda.

7B. Consider action to approve a resolution awarding proposal #2013-21 and the contract for the purchase of an Enterprise Resource Planning System (ERP) from Tyler Technologies, Incorporated in the amount of \$833,245 and authorizing the City Manager, after City Attorney approval, to execute the necessary documents for said contract.

This item was approved as RES-009-14 on the Consent Agenda.

7C. Consider action to approve a resolution for Task Authorization #141-FNI to the Agreement for Professional Services with Freese and Nichols, Incorporated in the amount of \$194,522.00 for the engineering design of the North Shore Sanitary Sewer Main Project and authorizing the Mayor to execute the necessary documents for said services.

This item was approved as RES-010-14 on the Consent Agenda.

7D. Consider action to approve a resolution accepting proposals for wrecker services to Martin Services and Cathey Towing and authorizing the City Manager to execute the agreements.

This item was approved as RES-011-14 on the Consent Agenda.

7E. Consider action to approve a resolution exercising the third of four one-year renewal options for Section I mowing services to 3-D Mowing Services in the unit amounts bid with an estimated annual amount of \$65,000 for the Community Services Code Enforcement Division.

This item was approved as RES-012-14 on the Consent Agenda.

- 7F. Consider action to approve a resolution exercising the second of four one-year renewal options for Section II mowing services to Carruthers Landscape Management in the unit amounts bid with an estimated annual amount of \$104,945 for the Parks and Recreation Department.

This item was approved as RES-013-14 on the Consent Agenda.

- 7G. Consider action to approve a resolution exercising the fourth and final one-year renewal option for Section III mowing services to Carruthers Landscape Management, Incorporated, in the unit amounts bid with an estimated annual amount of \$131,000.10 for the Parks and Recreation Department.

This item was approved as RES-014-14 on the Consent Agenda.

- 7H. Consider action to approve a resolution exercising the third of four one-year renewal options for Section IV mowing services to The Teter Group, Incorporated, in the unit amounts bid with an estimated annual amount of \$120,831.80 and Change Order #1 for Katy Park in the amount of \$5,204.40 for an annual estimate of \$126,036.20 for the Parks and Recreation Department.

This item was approved as RES-015-14 on the Consent Agenda.

- 7I. Consider action to approve a resolution exercising the third of four one-year renewal options for Section V mowing services to 3-D Mowing Services in the unit amounts bid with an estimated annual amount of \$9,420 for the Water and Wastewater Departments.

This item was approved as RES-016-14 on the Consent Agenda.

Passed The Consent Agenda

A motion was made by Councilmember 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 with a unanimous vote of those members present.

8. ITEMS FOR INDIVIDUAL CONSIDERATION

- 8A. Conduct a public hearing and consider an ordinance for a Special Use Permit for a retail vehicle filling station in the General Commercial/Retail (C-2) zoning district, for property located at 8800 Lakeview Parkway, further described as Super 1 Food Addition to the City of Rowlett, Rockwall County, Texas. (SUP13-693)

Garrett Langford, Principal Planner, presented background information on this item. Council discussion regarding project timeline, turning/deceleration traffic lanes, and landscape buffer.

The public hearing opened and closed with one speaker:

Elaine Clemmons, 8413 Luna Drive, Rowlett; spoke in opposition to this item.

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 ORD-003-14.

Council adjourned the regular session at 8:21 p.m. then reconvened in Executive Session Item 2A.

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

No action taken.

9. ADJOURNMENT

There being no further business, the meeting adjourned at 8:47 p.m.



Todd W. Gottle, Mayor



Laura Hallmark, City Secretary

Date Approved: March 4, 2014