



City of Rowlett Meeting Minutes

4000 Main Street
Rowlett, TX 75088
www.rowlett.com

City Council

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, July 15, 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 Gallops, Deputy Mayor Pro Tem Pankratz, Councilmember Bobbitt, Councilmember Dana-Bashian and Councilmember van Bloemendaal

Absent: Councilmember Sheffield

1. CALL TO ORDER

Mayor Gottel called the meeting to order at 5:31 p.m.

2. EXECUTIVE SESSION

- 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 for property located at 2801 Lakeview Pkwy. (30 minutes) THIS DISCUSSION WILL TAKE PLACE AT THE CONCLUSION OF THE REGULAR MEETING.

Council reconvened in Executive Session at 8:11 p.m. Out at 8:42 p.m.

- 2B.** 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 to business prospects that the City may seek to have locate in or near Elgin B. Robertson Park. (15 minutes) THIS DISCUSSION WILL TAKE PLACE AT THE CONCLUSION OF THE REGULAR MEETING.

Council convened in Executive Session at 8:42 p.m. Out at 9:10 p.m.

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

- 3A.** Discuss a proposed Parks Maintenance Standards Policy and related costs for the City of Rowlett's parks system. (30 minutes)

Jermel Stevenson, Director of Parks and Recreation, along with Keith Flournoy, Parks Division Manager, provided a recent history of the parks review process, which included a "state of our parks" review. Mr. Stevenson outlined the color grading system of green, yellow, and red. Staff conducted an inventory of the parks including amenities and equipment. He reviewed the schedule of repairs for the City's parks.

Council discussion regarding prioritization of parks, shade structures for play areas and maintenance standards. A suggestion was also made to re-evaluate the "state of the parks" at least every five years. Mr. Stevenson provided an explanation of the "Tree City USA" designation.

- 3B.** Discuss Community Development Block Grant (CDBG) 2014 Annual Plan and seek feedback from City Council on proposed funds allotted to each program. (15 minutes)

Marc Kurbansade, Director of Development Services, reviewed the allotment that Council had approved last year, the reduction in funds for the next year and the proposed allotment for the change. It was the consensus of Council to use the proposed allocation with a review of the specific allotment for Isaac Scruggs Park.

- 3C.** Discuss the Community Investment Program (CIP) Task Force creation and selection of members. (15 minutes)

Jim Proce, Assistant City Manager, reviewed the timeline for the bond election and Council's discussion at their retreat regarding citizen input and involvement. It was the consensus of Council that the Task Force consist of seven members with Mayor Pro Tem Gallops as Council liaison and Councilmember Dana-Bashian as his alternate.

- 3D.** Discuss the acquisition of Human Resources Information System (HRIS), including timekeeping and payroll systems. (45 minutes)

John Murray, Director of Human Resources and Risk Management, along with Alan Guard, Chief Financial Officer, reviewed the current human resources processes and the lack of automation and synchronization with payroll and budget systems. Mr. Guard provided information regarding the other systems that were reviewed. This item will be presented to Council at a later date for their consideration.

- 3E.** Discuss Stonebridge Veterinary Hospital of Rowlett as the provider of veterinary services for the Rowlett Animal Shelter. (15 minutes)

Maria Martinez, Interim Animal Services Manager, along with Lt. Marvin Gibbs, Community Services Commander, reviewed the process for securing veterinary services for the animal shelter. At the conclusion of the RFQ process, the selected clinic is located in the City of Rowlett.

4. DISCUSS CONSENT AGENDA ITEMS

Council took a short break at 7:26 p.m.

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

Council reconvened in Regular Session at 7:34 p.m.

INVOCATION – Mayor Pro Tem Gallops

PLEDGE OF ALLEGIANCE

TEXAS PLEDGE OF ALLEGIANCE – Led by the City Council

5. PRESENTATIONS AND PROCLAMATIONS

- 5A.** Presentation of the Government Finance Officers of America (GFOA) Distinguished Budget Presentation for FY2014 City of Rowlett Budget.

Kent Austin, former president of GFOA – Texas, presented the award to Terri Doby.

- 5B.** 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: Upcoming City Council meetings: Tuesday, August 5th and 19th; Regular Meeting – City Hall Conference Room. Budget Work Sessions: Thursday, August 14th, 6:30 – 9pm; Friday, August 15th, 6:30 – 9pm; Saturday, August 16th, 9am – 1pm. Upcoming Planning & Zoning Commission meetings will be Tuesday, August 12th and 26th; 6pm in City Hall Conference Room. **STAGE 3 WATER RESTRICTIONS** – residents can water Once Every TWO Weeks. **MOSQUITO TESTING AND ABATEMENT PLAN** - The City contracts with Dallas County for mosquito testing, abatement and spraying. The contract covers ALL of Rowlett, including the portion located in Rockwall County. Dallas County increased the number of mosquito traps set around Rowlett from five to six zones. Dallas County will perform ground spraying of the entire zone when a mosquito has tested positive. Mosquito testing in Rowlett will occur on Wednesdays. City will be notified of results by 10am on the following Friday. If a mosquito tests positive, ground spraying of the zone will occur at dusk the same evening (weather permitting). Residents will be notified of the affected area through Everbridge and the City's website. What can you do?? Follow the 4 D's: Dress: wear long, loose and light-colored clothing; DEET: use insect repellent products with DEET or other EPA approved repellents; Drain: inspect property for standing water, regularly clean roof gutters, dump water from potted plants, change birdbath and pet water daily; Dusk & Dawn: stay indoors during the dusk and dawn hours when mosquitoes are most active. **ANIMAL SHELTER** – maintaining a 96% live release rate! Low-cost vaccine

clinic Saturday, July 19th 1-4pm. Normal business hours at 4402 Industrial Street are Monday-Friday, 10am-5pm and Saturday, 10:30am-5pm. Upcoming events for Parks and Recreation: Movies on Main will start at approximately 6pm on Main Street downtown: September 5th (The Smurfs 2); September 12th (Free Birds); September 19th (Monsters University). Check out the Parks & Recreation page on our website for hours of operation and more information on the "Summer Camps" being held at the Community Centre. Upcoming events at the Rowlett Public Library: Summer Reading Program runs through August 1st. Check out everything going on at the Library this summer at Rowlett.com or the Rowlett on the Move newsletter. Arts & Humanities Annual Photography Contest: 2014 Theme – "Rowlett Up Close!" Entries accepted at the Rowlett Library on Saturday, September 6th from 10am to noon. Will be on display through October 4th. More information at Rowlett.com on the Arts & Humanities page. COMMUNITY EMERGENCY RESPONSE TEAM - Become a member of the CERT Team! Two day class held Saturday, August 2nd & 9th, 8am – 6pm. Course fee of \$20 to cover disposable materials used in the class. Visit rowlettCERT.com or email CERT@rowlettcitizencorps.org. 5th ANNUAL BOARDS & COMMISSIONS VOLUNTEER FAIR - Held Thursday, July 24th at Rowlett Community Centre starting at 7pm. Many Volunteer opportunities throughout the City. Various City Boards & Commissions, Animal Shelter, Library, Police Department, Keep Rowlett Beautiful and many more. Contact Denise Perrin for more information about volunteering with the City of Rowlett – 972-412-6192.

Councilmember Dana-Bashian requested clarification of the mosquito spraying notification system.

6. CITIZENS' INPUT

Gerald Nichols, 2005 Portsmouth Drive, Richardson; spoke regarding the 6th Annual Senior Awareness Day.

7. CONSENT AGENDA

- 7A. Consider action to approve minutes from the July 1, 2014, City Council Meeting.

This item was approved on the Consent Agenda.

- 7B. Consider action to adopt an ordinance adopting and enacting Supplement Number 14, Volume I and Volume II, dated February 2014, to the Code of Ordinances.

This item was approved as ORD-027-14 on the Consent Agenda.

- 7C. Consider action to approve a resolution accepting the bid of and awarding a contract to SunTrust Equipment Finance & Leasing Corporation in the amount of \$445,682, utilizing an interest rate of 1.38 percent for the five year lease-purchase financing of water meters and authorizing the City Manager, after City Attorney approval, to execute the necessary documents for said purchase.

This item was approved as RES-059-14 on the Consent Agenda.

- 7D. Consider action to approve a resolution amending a Communication Facility License Agreement with T-Mobile West Corporation for communication facilities located at Fire Station #3, 8000 Princeton Road.

This item was approved as RES-060-14 on the Consent Agenda.

Passed the Consent Agenda

A motion was made by Mayor Pro Tem Gallops, seconded by Councilmember Dana-Bashian, 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 adoption of an ordinance authorizing the issuance and sale of City of Rowlett, Texas Waterworks and Sewer System Revenue Bonds, Series 2014; providing an effective date; and enacting other provisions relating to the subject.

Sara Bedford, with First Southwest, reviewed the details of the bond sale. Leroy Grawunder, Bond Counsel, was also present. Mr. Guard reviewed the purpose of the bonds, which is primarily for the upper pressure plane.

A motion was made by Mayor Pro Tem Gallops, seconded by Councilmember Bobbitt, to approve the item as presented. The motion carried with a unanimous vote of those members present. This item was adopted as ORD-028-14.

Council took a short break at 8:03 p.m. and reconvened for Executive Session item 2A at 8:11 p.m.

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

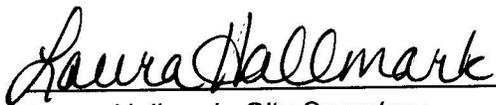
There was no action taken.

9. ADJOURNMENT

There being no further business, the meeting adjourned at 9:11 p.m.



Todd W. Gottel, Mayor



Laura Hallmark, City Secretary

Date Approved: August 5, 2014

