



# City of Rowlett

## Meeting Agenda

### 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, June 2, 2015

6:45 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.

**1. CALL TO ORDER**

**2. EXECUTIVE SESSION**

*There are no scheduled Executive Session items.*

**3. WORK SESSION (6:45 P.M.) \* Times listed are approximate.**

**3A.** Discuss July 4<sup>th</sup> Celebration for 2015. (20 minutes)

**3B.** Discuss a proposed interlocal cooperation agreement for governmental services relating to a School Resource Officer Program between the City of Rowlett and the Garland Independent School District. (20 minutes)

**4. DISCUSS CONSENT AGENDA ITEMS**

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

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**TEXAS PLEDGE OF ALLEGIANCE**

*Honor the Texas Flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.*

**5. PRESENTATIONS AND PROCLAMATIONS**

- 5A. Proclamation recognizing the 2015 Rowlett Arts and Humanities Commission's Writing Contest winners.
- 5B. American Heart Association Award Presentation to Rowlett Fire Rescue and City of Rowlett for 2015 Mission Lifeline Gold Level Agency award.
- 5C. Presentation recognizing the City of Rowlett for receiving the 2015 Driehaus Honorable Mention Award from the Form-Based Code Institute recognizing today's best form-based codes.
- 5D. Presentation of Proclamation in recognition of Rowlett residents' participation in the 2015 Boston Marathon.
- 5E. Hear presentation of the Monthly Financial report for the period ending April 30, 2015.
- 5F. Hear Second Quarter Investment Report for March 31, 2015.
- 5G. Update from the City Council and Management: Financial Position, Major Projects, Operational Issues, Upcoming Dates of Interest and Items of Community Interest.

**6. CITIZENS' INPUT**

*At this time, three-minute comments will be taken from the audience on any topic. To address the Council, please submit a fully-completed request card to the City Secretary prior to the beginning of the Citizens' Input portion of the Council meeting. No action can be taken by the Council during Citizens' Input.*

**7. CONSENT AGENDA**

*The following may be acted upon in one motion. A City Councilmember or a citizen may request items be removed from the Consent Agenda for individual consideration.*

- 7A. Consider action to approve minutes from the May 12, 2015, City Council Work Session and the May 19, 2015, City Council Regular Meeting.
- 7B. Consider action to approve a resolution entering into an Interlocal Agreement with Dallas Independent School District, which will allow both governmental entities to cooperatively purchase goods and services under each other's competitively bid contracts.
- 7C. Consider an update to the Master Fee Schedule to include the Texas Alcoholic Beverage Commission fee structure in its entirety.

**8. ITEMS FOR INDIVIDUAL CONSIDERATION**

- 8A. Conduct a public hearing and consider an ordinance approving a Major Warrant for a monument sign for a civic building in the Form Based Urban Village District on property located at 8601 Liberty Grove Road. (MW15-784).

- 8B.** Conduct a public hearing and consider an ordinance approving a Planned Development rezoning request with a base zoning district of Limited Office (O-1) with an allowance for multi-family senior housing on property located at 5500 Rowlett Road. (PD15-783).
- 8C.** Consider action to approve a resolution appointing a Mayor Pro Tem as prescribed in the City Charter.
- 8D.** Consider action to approve a resolution appointing a Deputy Mayor Pro Tem as prescribed in the City Charter.

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

**9. ADJOURNMENT**

*Laura Hallmark*

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Laura Hallmark, City Secretary

I certify that the above notice of meeting was posted on the bulletin boards located inside and outside the doors of the Municipal Center, 4000 Main Street, Rowlett, Texas, as well as on the City's website ([www.rowlett.com](http://www.rowlett.com)) on the 28<sup>th</sup> day of May 2015, by 5:00 p.m.



**City of Rowlett**  
**Staff Report**

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75080-0099  
www.rowlett.com

**AGENDA DATE:** 06/02/15

**AGENDA ITEM:** 3A

**TITLE**

Discuss July 4th Celebration for 2015. (20 minutes)

**STAFF REPRESENTATIVE**

Jermel Stevenson, Parks and Recreation Director

**SUMMARY**

The July 4<sup>th</sup> Celebration for 2015 will be held on Saturday, July 4<sup>th</sup> from 6pm-10pm at Bayside. The purpose of this item is to discuss the event's timeline, location change, the rain/weather plan as well as the traffic management associated with this year's event.

**BACKGROUND INFORMATION**

The Fireworks on Main program has been very successful over the past several years. It is a part of the Downtown Event Series line-up and is utilized as tourism for the City. Over the past five years, it has become the focal point of all of the Downtown Event Series.

The attendance for the program has grown over the past five years. One of the contributing factors has been the headliner. In 2013 Mary Wilson of the Supremes performed and in 2014 Sheena Easton was the headliner. As a result of the headline booking, the visibility of the event increased in the Metroplex. For example, Mary Wilson of the Supremes was interviewed by local radio stations promoting the event, the Mayor went on-air at a local radio station, and a local radio station did a live broadcast at the event. The headline performer(s) for this year's event is Sister Sledge. This year's event is taking on a slight name change to reflect the venue. It will be called Fireworks at Bayside.

**DISCUSSION**

As previously mentioned, this year's Fireworks festival will take place at the newly annexed Bayside property, thus the renaming of this year's event to Fireworks at Bayside. The event will maintain the formula from previous years by having a "legendary" headliner. This year's attraction is Sister Sledge. Sister Sledge is an American musical group from Philadelphia, Pennsylvania. Formed in 1971, the group is composed of sisters Debbie, Joni, and Kim Sledge. Symbolizing strong family values, the siblings became global superstars at the height of the disco era. The group is mostly known for the anthem, "We Are Family" and hit songs "He's the Greatest Dancer", "Lost in Music", their version of "My Guy", and "Frankie."

The Fireworks display is also being bolstered this year. In order to celebrate the importance of the event and the location, additional fireworks have been purchased. We will have a nearly 20 minute fireworks display show. There are logistics associated with the event as well. The traffic management plan is being led by the Police Department. Parking will be available on site as

well as the north side of Bayside. The Police Department will handle incoming traffic as well as the flow out of the property during and following the conclusion of the event.

Finally, as mentioned earlier, a weather plan has been drafted. On Monday, June 15<sup>th</sup> City staff will make a final determination on the site location for the event. We are adding this step due to the recent inclement weather pattern, which has made putting together this year’s event very challenging. The ground at Bayside is extremely soft and there could be major parking issues should the weather continue as it has as of the time of this report’s submittal. The alternate site will be Pecan Grove Park.

If we move the event to Pecan Grove Park, the major parking locations would be Rowlett High School, Coyle Middle School, and DART. The operation would make a shift in shuttling to accommodate the attendees. We will also take to social media (City websites, Facebook) and the newspaper regarding the event’s shift in location. Doing so within a two week window will allow us to carry out the event and make appropriate adjustments. There is not a policy explanation for this agenda item. The purpose of this agenda item is to update City Council on the operations of the event at Bayside as well as describing the event line-up and traffic management plan for the event. In light of the recent patterns of weather conditions, a contingency plan has been developed as well that is described below under staff recommendation.

**FINANCIAL/BUDGET IMPLICATIONS**

The 2015 Fireworks at Bayside event has projected costs that are approximately \$94,245. These costs included the fireworks, staff time and headliner fees. In addition, there are other associated costs from other departments such as Police, Fire and Public Works in support of the event. Sponsors are on board to reduce expenses and pay for costs. One of our major sponsors this year is the Donahue Corporation. They have sponsored \$24,000 toward the cost of the fireworks display.

Description	FY2015	FY2014
Revenues (sponsorships, booth rentals, and Hotel/Motel support)*	\$67,793	\$37,048
Expenditures (Fireworks, Staff, Entertainment, transportation, signage etc.)	\$94,245	\$56,507
Net Subsidy	\$26,452	\$19,459
*The City also estimates about \$15,000 in “in-kind” support for radio commercials, DART Light Rail advertising, and on-air interviews.		

**RECOMMENDED ACTION**

No action required. Information only.



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**AGENDA DATE:** 06/02/15

**AGENDA ITEM:** 3B

**TITLE**

Discuss a proposed interlocal cooperation agreement for governmental services relating to a School Resource Officer Program between the City of Rowlett and the Garland Independent School District. (20 minutes)

**STAFF REPRESENTATIVE**

W.M. Brodnax, Chief of Police  
M.D. Gibbs, Lieutenant

**SUMMARY**

The purpose of this item is to discuss a proposal from the Garland Independent School District (GISD) to add additional School Resource Officers (SRO) to schools in the City of Rowlett.

**BACKGROUND INFORMATION**

Currently, all three jurisdictions of Rowlett, Garland and Sachse have a contractual agreement with GISD to provide SROs. The agreement has been in place since 1992 and has been self-renewing for one (1) year periods unless terminated by either party.

Under the current agreement, Rowlett Police Department provides five (5) SROs to the following schools – Rowlett High School (1 SRO), Coyle Middle School (1 SRO), Schrade Middle School (1 SRO), all west side elementary schools (1 SRO) and all east side elementary schools (1 SRO). Funding for the current SROs is a 50/50 split between GISD during the school year (i.e. 9 months) and the City of Rowlett covers 100 percent of the remaining months.

On May 20, 2015, GISD Superintendent, Dr. Bob Morrison met with the police chiefs and representatives from Rowlett, Garland and Sachse to discuss a proposal to add additional SROs. Dr. Morrison emphasized that GISD's request was to enhance security and safety of the students and faculty. Sachse was asked to add one, Rowlett three and Garland eight.

In addition, Dr. Morrison proposed that the positions represent a separate agreement with GISD fully funding the cost of the police officers and equipment and half of the cost associated with the police vehicles.

**DISCUSSION**

As indicated above, GISD has asked Rowlett, Sachse and Garland to consider adding additional SROs. Specifically, for Rowlett, three additional SROs were requested, one at the high school

and two to support the middle and elementary schools. GISD understands that this request is short notice and are willing to start funding the program as soon as officers are hired.

In the discussion, GISD was made aware of and agreed that all agencies would have to not only hire the officers but train the officers before any officers would be placed into the program. Rowlett Police Department may be in a better position than the other agencies because of our fast track hiring process, which hires only trained experienced officers. As a result, Rowlett may be able to meet this request by this fall if supported by Council.

Currently, staff is preparing a startup estimate for GISD to bring to their Board of Trustees on June 9, 2015. The startup estimate will include three (3) officers' salary and benefits, uniforms and equipment to outfit the three police officers. Also included as mentioned above will be half the cost to purchase and fully outfit three (3) police vehicles. After the initial year of the agreement GISD would only pay the salary and benefits of the three (3) officers.

The assignments of the three (3) SROs would add an additional officer to the High School and the other two would be "travelers." The travelers would be assigned to east and west sides of the city and their main responsibility would be security for the schools in their assigned area. Additionally the travelers would be assigned a school if the SRO for any particular school was absent for any reason.

#### **FINANCIAL/BUDGET IMPLICATIONS**

Currently, the City has five SROs whose salaries and benefits are shared by GISD and RISD at approximately \$221,897 and \$41,838 respectively. Each new officer will add about \$88,917 in salaries and benefits that will be paid 100 percent by GISD.

In addition, the cost of a police unit equipped with all necessary software and hardware equipment would be approximately \$70,000 per police car. Therefore, the City of Rowlett's share of three police vehicles would be approximately \$105,000 for startup (i.e.  $\$70,000 \times 3 = \$210,000 \times 50\% = \$105,000$ ). There would be some licensing and maintenance cost going forward yearly that would be placed into police operating budget.

#### **RECOMMENDED ACTION**

The policy question for Council is as follows – Is there consensus from Council to add three additional school resource officers under the terms and conditions outlined by GISD?

If the answer is yes, staff will move forward with the hiring and equipping process and will add the program to the FY2016 budget.



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**AGENDA DATE:** 06/02/15

**AGENDA ITEM:** 5A

**TITLE**

Proclamation recognizing the 2015 Rowlett Arts and Humanities Commission's Writing Contest winners.

**STAFF REPRESENTATIVE**

Kathy Freiheit, Director of Library Services

**BACKGROUND INFORMATION**

The Arts and Humanities Commission's writing contest is a regional competition. Sponsored annually, its purpose is to encourage and reward excellence in written communication skills. The contest is open to both youth and adults who have an interest in writing.

Entries are judged on originality, content, creativity, relevancy, structure, and the intangible: how the work touches the reader. No more than one entry is allowed per participant per category and all works are presented anonymously for judging.

**DISCUSSION**

The Writing Contest has two divisions: Youth (students in grades one through twelve) and Adults (18 years and older). Within each division, there are three categories: Poetry, Short Stories and Short Works, which is comprised of plays and essays. This year, the Arts and Humanities Commission received a total of 37 entries, 23 Youth and 14 Adult.

Amy Van Vleck and Caren Rodriguez served as judges for this year's contest. Ms. Van Vleck has served as editor of Lake Pointe Church's quarterly magazine, as well as for numerous Christian authors. Ms. Rodriguez is a staff writer at Garland ISD. Arts and Humanities Commission Standing Committee member Deborah Crosby and Commission Chair Mary Drayer will present individual cash awards of \$100 to the Adult winners, and \$50 to the winners of the Youth division.

Winners for the 2015 Rowlett Arts and Humanities Commission Writing Contest are:

Adult Division – Poetry category: Alan Winn for his poem entitled, "Synergy."

Adult Division – Short Stories category: Marilyn Bland for her short story entitled, "Grey Wolf."

Adult Division – Short Works category: Monica Berry for her short works entitled, "A Sari in the Desert."

Youth Division – Poetry category: Hannah Kardos for her poem entitled, “The Raven That Was Like a Writing Desk.”

Youth Division – Short Stories category: Aubrey Schmidt for her short story entitled, “I Love Spring.”

Youth Division – Short Works category: Amyria Warren for her short works entitled, “Beauty AND BODIES.”

#### **FINANCIAL/BUDGET IMPLICATIONS**

Funding will come from account 4033501-6699, which has a current balance of \$1,632. The account will have a balance of \$1,182 after payment of \$450 in First Place awards noted above.

#### **ATTACHMENTS**

Attachment 1 – Winning Entries

Attachment 2 – Proclamations

Arts and Humanities Commission  
2015 Writing Contest  
First Place  
Division – Adult  
Category – Poem  
“Synergy”  
by Alan Winn

## Synergy

Pink Lady, Rome, Ambrosia, Jubilee,  
Mutsu or Crispin, Red Delicious, too,  
Shizuka, Melrose, Fuji, Liberty,  
Sweet Tango, Ginger Gold and Jazz in view.

Gorgonzola, Asadero, Cheddar,  
Smoked Gouda, Feta, Danbo, Brie de Meaux,  
Provolone doth always make it better,  
With Colby-Jack and Cream Havarti, Bleu.

And Lo! Canst thou behold variety,  
In people, near and far, of every class?  
Like apples, cheese, we, too, boast rarity,  
But greatly better when combined en masse.

O cheese and apples, fit like hand in glove,  
Let people, too, combine for greater love.

Arts and Humanities Commission  
2015 Writing Contest  
First Place  
Division – Adult  
Category – Short Story  
“Grey Wolf”  
by Marilyn Bland

## Grey Wolf

Grey Wolf gazed at the mountains in the distance, their jagged dark outlines etched against the tender pinks of the coming day. The early morning chill was leaving him; the gentle breeze brushed against his cheeks, causing his owl feathers to sway a little. He felt so proud as he stood there, surveying the land, the mountains, the sky. So many seasons had passed since he had taken those first steps along the path beside the creek into the foothills of New Mexico's rugged Sacramento Mountains. It was again the time when the sparrows returned, time for him to return to the mountain to seek his vision once again.

Yes, he was proud, proud of being an Apache, proud of being a Medicine Man of the Mescalero tribe, and proud that he was returning to the mountain for the forty second time. He would place another rock at the outcrop where he broke his fast and saw his first vision. He would eat the berries he had collected along the way, and drink the sweet water scooped up in his gourd from the creek. He would fast once more, until the following dawn. Then it would be time to set off on his ramblings in search of the plants and roots he needed to replenish his depleted supply.

He turned and faced the mountain, so he would not miss the moments when the sun first crested the peak. That would be his signal to begin the long walk through the brush to the crossing by the creek, and on up the treacherous path to his secret cave. This would be a difficult walk. His father, in whose footsteps he followed, was no longer among them. They had buried him when the leaves on the Aspen trees were thick and emerald green, when flowers were in full bloom and the moon rode high in the sky. A wave of sadness washed over Grey Wolf. This time he would make the journey without the blessing of his father. His fingers closed round the bear claw on the thong around his neck. How he revered and treasured this talisman, a gift from his father the day they fought side by side, defending themselves against an enraged bear. The owl foot on the band around his waist brushed against his arm, and he remembered again his first walk, also without his father. A sense of loneliness crept over him; this put him at ease. Sadness dulled his senses. Loneliness made him alert and sharpened his instincts. How impressed his father had been when Grey Wolf returned from that first walk with the owl. He had set out as a fledgling Medicine Man, having to prove himself to the tribe, the other Medicine Men, and himself.

He had been sitting on his haunches, his back leaning against the tree, when he first spotted the bird. He remembered how strange it was to see an owl in the heat of the day, sitting on a tree stump. He sat motionless, just watching. He rose to his feet, but still the bird did not fly off. He stepped forward, waited, and took another step closer. The owl made a feeble attempt at flapping its wings. At once Grey Wolf realized that the bird was injured. He now saw that one wing hung limp. The owl stared at him, unblinking. He thought of pouring out some water for the owl, and opened the gourd. It seemed as if the bird understood his intention and was making an attempt to approach Grey Wolf. It

pitched forward, not flying, but falling like a stone, landing not six feet in front of Grey Wolf. Slowly, reverently, Grey Wolf advanced and sprinkled a few drops of water on the dead bird.

Grey Wolf remembered wondering what he should do with the owl. Was it pure chance that it had fallen and died virtually at his feet? Was it a sign, an omen? Grey Wolf decided to take the bird back to his cave. He would pluck the feathers and make them part of his headdress. The owl's foot he would tie around his waist so that he could continuously draw on the wisdom of the bird. Back in the cave, he placed the bird on a deer skin near the entrance. All afternoon he sat near the dead owl, looking out across the landscape, watching the sky, and waiting. He sat with the dead owl as the moon rose and stars appeared. He sat through the long hours till the night turned to early morning. He sat with the dead owl as the sky began to lighten and the birds twittered in the trees and flew from their perches. Only when the sun was high in the sky once more did he rise. Now he was ready to tend to the owl at his feet.

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A coyote called, and a twig snapped. Grey Wolf started. All around him things were beginning to emerge from the night. Memories vanished from his mind as he watched the sun creep out from behind the mountain. He felt small and humble in the face of the big sky and the rugged mountain. He felt humble that his thoughts had travelled so far back, when they should have been absorbing the scene in front of him. He had almost missed the appearance of the sun. Then he would have had to wait another day. Something stirred within him, he became aware of the earth under foot, the pebbles pressing into his feet through the soles of his moccasins. He raised his hand, touched the owl feather at the centre of his forehead, then stepped resolutely onto the path.

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Arts and Humanities Commission  
2015 Writing Contest  
First Place  
Division – Adult  
Category – Short Works  
“A Sari in the Desert”  
by Monica Berry

## A *Sari* in the Desert

When she came to visit us from New Delhi, I never wanted Mama, my Hindu grandmother, to walk me through the empty lot sprinkled with tumbleweeds to Hubert Humphrey Elementary School. The unfortunate and all-too-common Albuquerque, New Mexico landscaping foes didn't worry me. Mama could handle a weed or three in our neighborhood shortcut to the schoolyard. She could handle much more. She'd grown up in Lucknow, India and recounted stories to us about the snakes she saw and sometimes killed—with some help—while playing in the gardens near her childhood home.

“A long snake with white and black scales crawled right by my feet,” Mama told us. “I was so scared! But the gardener saw it before it could bite me. He raised his huge knife and swung it down hard—to cut the snake in half,” she bragged.

Consequently, I knew that Mama's historical feats over potentially poisonous reptiles trumped any number of camouflaged lizards we might encounter among the prickly, dried up, New Mexican plants. I just didn't want Mama to escort me to school regardless of the route.

My Indian born, Hindu father and my American born, Jewish mother had already made my life prone to taunting questions from inquisitive classmates: “You don't go to church on Sundays?” “Why does your dad talk funny?” “Why does your house smell like spices all the time?” “Why don't you celebrate Christmas?” By the time I turned six years old, I'd come to feeble terms with my culturally and religiously different family when it required defending. I had pat answers to most of my classmates' questions: “No, we go to temple for Friday night services or sometimes on Saturday mornings. We have Sunday school on Sundays just like you do.” “Because he was born in India and went to school in England.” “My dad likes to make

curry. It's what Indian people eat. The smell goes away if you open a window while he's cooking." "We celebrate a Jewish holiday at Christmas time. It lasts for eight days and I get to open a new present every night!"

But after getting terribly frustrated with all the confusion and disappointed looks I got while explaining the Hanukkah story in first grade (spoiler alert: Santa Claus doesn't make an appearance when the oil miraculously lasts for eight nights) Mom and the mother of the only other Jewish kid in my grade petitioned Principal Romero. Josh Kronberg's mother and Mom requested that Josh and I have the same second grade teacher.

After several meetings, the principal acquiesced. The next school year, my name and Josh's appeared on the same class list. I finally had an ally. Well, I had half an ally. Josh and I fielded all of the Jewish questions together. But he offered no help with the Indian ones. So why in the world would I have wanted to advertise my devoutly Hindu, Indian-accented, *sari*-wearing, *bindi*-foreheaded, and nose-pierced grandma to the schoolyard mob on my daily trips to and from elementary school?

In hindsight those thoughts reign shameful, deplorable really, in my mind. However, I've had thirty years to reflect on them and realize that the most embarrassing part of my story is that I actually felt that way about my own grandmother. How could I feel ashamed about Mama's clothes? Her colorful, silk *saris*, in all their blues, pinks, and greens typically accented with gold-threaded borders, were each six yards of amazing handiwork, not to mention pricy exhibitions of the highest fashion and latest styles in her native India.

And how could I feel ashamed about the way Mama spoke English? Years ago, she accepted that Dad would never move home to India, that he wouldn't have an arranged marriage,

and that she wouldn't have an Indian or even Hindu daughter-in-law. Mama didn't dispense any motherly guilt towards Dad or show an inkling of hurt. She just opened her welcoming mind, arms, and heart. Mama learned the English language specifically to communicate with her daughter-in-law and granddaughters. She practiced writing English in her weekly letters that she sent via thin, light-blue aerogrammes to Mom, always double underlining her capital, block letters spelling: "BY AIR MAIL" on the front below our Albuquerque address. Meanwhile, Papa, my grandfather, also encouraged her to take a break from speaking Hindi in their home in exchange for English, so that she'd be ready to talk to her grandchildren once she arrived in America.

Mama worked hard to make sure we would all understand each other when we were together. Then she travelled to the New Mexico desert because she loved Sheila and me. She specially flew thousands of miles to help Dad take care of us after our mother's leukemia diagnosis. Within days of my parents' decision to seek the best cancer treatment for Mom and admit her to a hospital in Seattle, Washington, Mama obtained an extended tourist visa for travel to the U.S.

While Dad worked during the week and travelled to Seattle every weekend to see Mom and to stay on top of her doctors and her disease, Mama took care of us. Mama never complained that Sheila and I didn't speak Hindi. She never chastised us for wanting to eat less spicy dishes than she and Dad. Instead, she smiled and cooked two separate pots of lentils for dinner. Despite her Hindu faith and vegetarianism, Mama never refused to make our American meals. She didn't balk at the deli meat we kept in the refrigerator despite it representing a terrible affront to her deities. Every time she touched roast beef to make sandwiches for my

school lunches or boiled a hotdog for Sheila's afternoon snack, Mama violated countless Hindu tenets. But she kept the shame to herself. Making those sacrifices in exchange for the gratification and happiness of her granddaughters became a trade Mama was pleased to make over and over again. Mama made friends with our neighbors and started delivering hot dishes of *saag paneer* and *moong dal* to them. Some of our native New Mexican pals even requested she prepare her five-alarm fire, spicy meals. Their taste buds could handle the heat.

When Sheila and I couldn't remember their names or confused them with each other, Mama never tired of reminding us about her gods Shiva, Ganesh, Vishnu, and Shakti or retelling us about all of their powers. Mama accepted the absence of her beloved Indian soap operas and looked forward to watching episodes of *Matlock* instead. She tolerated my daily violin practice, even applauded the screeching as I drew my bow across the strings, when she should've been reciting her daily prayers in absolute silence and with unwavering focus.

And when I told her I could walk to school on my own, Mama ignored me. She'd set down her Hindu prayer book, slide her feet into her worn leather *chappals*, remove her silver hairpin to tidy her bun and re-pin it, wrap her beige, wool shawl around her five foot frame, lock the front door deadbolt right below the tilted *mezuzah* Mom had installed on our doorpost and then wrapped her house key in a clean, white, cotton handkerchief before stuffing it into her bra. Next, she'd grab my seven-year-old hand in her own brown one that'd been smoothed from years of hand-making traditional, whole-wheat *chapattis* and explained: "we walk to school now."

Arts and Humanities Commission  
2015 Writing Contest  
First Place  
Division – Youth  
Category – Poem  
“The Raven That Was Like a Writing Desk”  
by Hannah Kardos

## The Raven That Was Like a Writing Desk

Ever wondered why  
“The raven was like a writing desk,”  
Alice in Wonderland, I know.  
But true.

Silky black,  
Small like a pigeon, color of a crow.  
Eyes of yellow  
Silent like a lamb.

Stem strong as rocks  
Sits in ink  
Feather of an owl,  
Sitting on legs.

Wood stands up  
Pinocchio didn't get cured,  
Scratched and dusty,  
Claw marks as well.

Walls covered with words, even gibberish  
Papers piled into piles  
A man resting in a corner.  
“Need to think, need to think.”

Shine of a lunar moon

Brightening every street  
Lampposts sing,  
“I’m awakening the streets tonight.”

The man, still awake  
Red eyes and all.  
Hallucinations as they call it,  
A flying creature seemed to appear.

Black as nigh,  
Yellow as flowers,  
Silent as lambs,  
You get it, right?

Looks real  
Looks imaginary  
Looks virtual,  
Looks empty.

Morning wakes  
Quiet hours  
All a dream I guess.  
Except for the writing desk.

Time goes by  
Nothing yet  
The quill needs to have a friend  
Let’s have fun, Poe.

I'll get my raven.

And the writing desk is free.

Fly by, I call upon thee

And this man shall write more than your claws have grown.

Make his plea

Be the need to be free.

Words be sent

The man wrote words unimaginable and first came,

"The Raven."

Arts and Humanities Commission  
2015 Writing Contest  
First Place  
Division – Youth  
Category – Short Story  
“I Love Spring”  
by Aubrey Schmidt

## I Love Spring

Hi, my name is Betsy Busy Bee and I love spring time. My favorite thing to do on a spring day is to fly high in the sky. When I get tired I will find a beautiful flower to sleep on and take a nap. After my nap I will get a drink of water from a pond and do it all over again.

Arts and Humanities Commission  
2015 Writing Contest  
First Place  
Division – Youth  
Category – Short Works  
“Beauty AND BODIES”  
by Amyria Warren

## BEAUTY AND BODIES

People expect you to be one person  
That you're really not  
They want you to be fancy  
They want you to be super-hot  
They don't know how that affects you  
It drives you out of your mind  
But you hide it all  
You do try to be that kind  
Why not just take your lead  
Just try and be yourself  
Don't listen to what they say  
Don't worry about anyone else  
Take care of yourself first  
Just stay true to your heart  
As long as you can find your way  
You'll always play your part  
They have these skinny bodies  
On cars and everywhere  
But one thing that you don't know  
That it's not really there  
I see the problem it's caused  
I hope they see it too  
But don't let them do one thing  
And that's let them look through you

I was compelled to write this poem after we have read and been through everything we did in class. It's horrible what people do, even though some don't realize it. Then some do, just to make people feel insecure so they will buy good clothes or makeup.

Body image, according to sirc.org, "... uses attractive children and applicants. Also in court, attractive people are found guilty less often. Attractive children are more popular and attractive applicants have a better chance of getting jobs." So how does that make others feel? I think that if we get enough companies together we can stop the societal bias of body image.

Laura an eighth grade student at Jackson Technology Center said, "I agree exactly with your poem." To me mainly the part that stood out was "But you hide it all" because it's the truth. People do try to hide their body. Some call baggy clothes fashion, I call it self-defense or locking others out. Also Alexis an eighth grade student at Jackson Technology Center says, "I like the part where it says I see the problem that it's caused."

According to healthtalk.org, "Body image is a person's idea of what they look like." But that's just it, it's not their idea of what they look like. It's an idea of what they want to look like and what they think they're supposed to look like. Also on plannedparenthood.org, "Body Image is the way you see yourself and how you imagine you look. It is common to struggle with body image, no matter who you are. Severe negative body image can lead to serious eating and exercise disorders. Having a long-lasting negative body image can affect both your mental and physical health.

Positive body image are with people who accept the way they look. They have learned to be proud with how they look. You don't have to be thin or tall to have a positive body image. Having a positive body image should make you feel good, not just look good. You also see yourself as you really are. You don't care what other people are going to think.

Also according to an article no plannedparenthood.org, "...we do not develop our body image all on our own. The people around us and our culture strongly influence it." So yes some different cultures have bigger or smaller women. Some men have bigger muscles. That can be influenced in different ways. Some guys wear super skinny pants to attract girls. They're trying to look like something they're not. It's horrible how some people do wrong things for wrong reasons. But they think they're all right.

Currently I know five ways to improve negative body image. Some start and end the day by saying my body is my friend. Some stop buying the magazines that make them feel that way. You need to watch what you think about yourself. Never compare yourself to anyone, good or bad. Stop criticizing your body's "imperfections". Start appreciating what your body can do. Compliment yourself and say I got this.

I hope that someday no one will dress for others but for themselves. It is very sad seeing people do that. They have a lot more in their heart. They can do what they want for their self. I hope and pray there will be a day. Then I talked to Mrs. Smith and she said, "My favorite part was .....Just stay true to your heart, As long as you can find your way, You'll always play your part.....because if you stay true to your heart you will find YOUR part in the world. Not for anyone else, for you. That's the same thing I think.

**ALAN WINN**  
**2015 CITY OF ROWLETT**  
**ADULT DIVISION – POETRY CATEGORY WINNER**

**WHEREAS**, the City of Rowlett and the Rowlett Arts and Humanities Commission sponsored a writing contest; and

**WHEREAS**, entries were judged on the following: Originality, unique thought and expression; Content, imagery through language and structure; Relevancy, timeless application and consciousness; Structure, successful flow and appropriate grammar; and the Intangible, how it touched the reader; and

**WHEREAS**, categories for the writing contest included Poetry, Short Stories and Short Works; and

**WHEREAS**, an invitation was extended to all students of public and private schools, home-schooled students and to all residents 18 years and older with a penchant for writing on any topic; and

**WHEREAS**, the 2015 Adult Division Poetry winner is Alan Winn for his poem entitled, “Synergy.”

**NOW, THEREFORE**, be it resolved that I, Todd W. Gottel, Mayor of the City of Rowlett, Texas, and on behalf of the City Council, do hereby give special recognition to

**ALAN WINN**

in the City of Rowlett, Texas and encourage all citizens of this community to join me in congratulating Alan Winn in attaining this great achievement.

**MARILYN BLAND**  
**2015 CITY OF ROWLETT**  
**ADULT DIVISION – SHORT STORIES CATEGORY WINNER**

**WHEREAS**, the City of Rowlett and the Rowlett Arts and Humanities Commission sponsored a writing contest; and

**WHEREAS**, entries were judged on the following: Originality, unique thought and expression; Content, imagery through language and structure; Relevancy, timeless application and consciousness; Structure, successful flow and appropriate grammar; and the Intangible, how it touched the reader; and

**WHEREAS**, categories for the writing contest included Poetry, Short Stories and Short Works; and

**WHEREAS**, an invitation was extended to all students of public and private schools, home-schooled students and to all residents 18 years and older with a penchant for writing on any topic; and

**WHEREAS**, the 2015 Adult Division Short Stories winner is Marilyn Bland for her short story entitled, "Grey Wolf."

**NOW, THEREFORE**, be it resolved that I, Todd W. Gottel, Mayor of the City of Rowlett, Texas, and on behalf of the City Council, do hereby give special recognition to

**MARILYN BLAND**

in the City of Rowlett, Texas and encourage all citizens of this community to join me in congratulating Marilyn Bland in attaining this great achievement.

**MONICA BERRY**  
**2015 CITY OF ROWLETT**  
**ADULT DIVISION – SHORT WORKS CATEGORY WINNER**

**WHEREAS**, the City of Rowlett and the Rowlett Arts and Humanities Commission sponsored a writing contest; and

**WHEREAS**, entries were judged on the following: Originality, unique thought and expression; Content, imagery through language and structure; Relevancy, timeless application and consciousness; Structure, successful flow and appropriate grammar; and the Intangible, how it touched the reader; and

**WHEREAS**, categories for the writing contest included Poetry, Short Stories and Short Works; and

**WHEREAS**, an invitation was extended to all students of public and private schools, home-schooled students and to all residents 18 years and older with a penchant for writing on any topic; and

**WHEREAS**, the 2015 Adult Division Short Works winner is Monica Berry for her short works entry entitled, “A Sari in the Desert.”

**NOW, THEREFORE**, be it resolved that I, Todd W. Gottel, Mayor of the City of Rowlett, Texas, and on behalf of the City Council, do hereby give special recognition to

**MONICA BERRY**

in the City of Rowlett, Texas and encourage all citizens of this community to join me in congratulating Monica Berry in attaining this great achievement.

**HANNAH KARDOS  
2015 CITY OF ROWLETT  
YOUTH DIVISION – POETRY CATEGORY WINNER**

**WHEREAS**, the City of Rowlett and the Rowlett Arts and Humanities Commission sponsored a writing contest; and

**WHEREAS**, entries were judged on the following: Originality, unique thought and expression; Content, imagery through language and structure; Relevancy, timeless application and consciousness; Structure, successful flow and appropriate grammar; and the Intangible, how it touched the reader; and

**WHEREAS**, categories for the writing contest included Poetry, Short Stories and Short Works; and

**WHEREAS**, an invitation was extended to all students of public and private schools, home-schooled students and to all residents 18 years and older with a penchant for writing on any topic; and

**WHEREAS**, the 2015 Youth Division Poetry winner is Hannah Kardos for her poem entitled, “The Raven That Was Like a Writing Desk.”

**NOW, THEREFORE**, be it resolved that I, Todd W. Gottel, Mayor of the City of Rowlett, Texas, and on behalf of the City Council, do hereby give special recognition to

**HANNAH KARDOS**

in the City of Rowlett, Texas and encourage all citizens of this community to join me in congratulating Hannah Kardos in attaining this great achievement.

**AUBREY SCHMIDT**  
**2015 CITY OF ROWLETT**  
**YOUTH DIVISION – SHORT STORIES CATEGORY WINNER**

**WHEREAS**, the City of Rowlett and the Rowlett Arts and Humanities Commission sponsored a writing contest; and

**WHEREAS**, entries were judged on the following: Originality, unique thought and expression; Content, imagery through language and structure; Relevancy, timeless application and consciousness; Structure, successful flow and appropriate grammar; and the Intangible, how it touched the reader; and

**WHEREAS**, categories for the writing contest included Poetry, Short Stories and Short Works; and

**WHEREAS**, an invitation was extended to all students of public and private schools, home-schooled students and to all residents 18 years and older with a penchant for writing on any topic; and

**WHEREAS**, the 2015 Youth Division Short Stories winner is Aubrey Schmidt for her short story entitled, "I Love Spring."

**NOW, THEREFORE**, be it resolved that I, Todd W. Gottel, Mayor of the City of Rowlett, Texas, and on behalf of the City Council, do hereby give special recognition to

**AUBREY SCHMIDT**

in the City of Rowlett, Texas and encourage all citizens of this community to join me in congratulating Aubrey Schmidt in attaining this great achievement.

**AMYRIA WARREN  
2015 CITY OF ROWLETT  
YOUTH DIVISION – SHORT WORKS CATEGORY WINNER**

**WHEREAS**, the City of Rowlett and the Rowlett Arts and Humanities Commission sponsored a writing contest; and

**WHEREAS**, entries were judged on the following: Originality, unique thought and expression; Content, imagery through language and structure; Relevancy, timeless application and consciousness; Structure, successful flow and appropriate grammar; and the Intangible, how it touched the reader; and

**WHEREAS**, categories for the writing contest included Poetry, Short Stories and Short Works; and

**WHEREAS**, an invitation was extended to all students of public and private schools, home-schooled students and to all residents 18 years and older with a penchant for writing on any topic; and

**WHEREAS**, the 2015 Youth Division Short Works winner is Amyria Warren for her short works entry entitled, “Beauty AND BODIES.”

**NOW, THEREFORE**, be it resolved that I, Todd W. Gottel, Mayor of the City of Rowlett, Texas, and on behalf of the City Council, do hereby give special recognition to

**AMYRIA WARREN**

in the City of Rowlett, Texas and encourage all citizens of this community to join me in congratulating Amyria Warren in attaining this great achievement.



# City of Rowlett

## Staff Report

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75080-0099  
www.rowlett.com

**AGENDA DATE:** 06/02/15

**AGENDA ITEM:** 5B

### **TITLE**

American Heart Association Award Presentation to Rowlett Fire Rescue and City of Rowlett for 2015 Mission Lifeline Gold Level Agency award.

### **STAFF REPRESENTATIVE**

Neil Howard, Fire Chief  
Chris Weinzapfel, EMS Director

### **SUMMARY**

Rowlett Fire Rescue has achieved the American Heart Association Mission Lifeline Gold Level Recognition award for its service to patients suffering out of hospital sudden cardiac events. Last year, Rowlett Fire Rescue received the Mission Lifeline Silver level award.

### **BACKGROUND INFORMATION**

Mission Lifeline is the American Heart Association's national initiative to advance the systems of care for patients with ST-segment elevation myocardial infarction (STEMI) and those resuscitated after experiencing an Out-of-Hospital Cardiac Arrest. The overarching goal of the initiative is to reduce mortality and morbidity for STEMI and Out of Hospital Cardiac Arrest patients and to improve their overall quality of care.

### **DISCUSSION**

Collaboration among pre-hospital and hospital providers is the essence of Mission: Lifeline. The American Heart Association recognizes the vital importance Emergency Medical System providers provide to the overall success of Mission: Lifeline STEMI Systems of Care.

The correct tools and training allow EMS providers to rapidly identify the STEMI, promptly notify the destination center, and trigger an early response from the awaiting hospital.

The first class of award recipients was announced in April 2014 and only SEVEN North Texas EMS agencies received a 2014 EMS Recognition Award. This year, 15 North Texas EMS agencies received a 2015 EMS Recognition Award and Rowlett is one of only four receiving the Gold level recognition. Eligibility for this award required a 2014 Silver Achievement and 2 calendar years achieving a minimum of 75 percent for each required compliance measure in all four reporting quarters of each year (eight consecutive quarters total).

An American Heart Association representative will present the award.



**City of Rowlett**  
**Staff Report**

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75080-0099  
www.rowlett.com

**AGENDA DATE:** 06/02/15

**AGENDA ITEM:** 5C

**TITLE**

Presentation recognizing the City of Rowlett for receiving the 2015 Driehaus Honorable Mention Award from the Form-Based Code Institute recognizing today's best form-based codes.

**STAFF REPRESENTATIVE**

Marc Kurbansade, AICP, Director of Development Services

**SUMMARY**

The City of Rowlett, in conjunction with Townscape, Inc., Kimley-Horn and Associates, and Ricker Cunningham Inc. recently received the Form-Based Code Institute's Driehaus Honorable Mention Award during the 23<sup>rd</sup> Annual Congress for the New Urbanism held in Dallas, Texas on May 1, 2015.

The Driehaus Award is presented annually by the Form-Based Code Institute with the generous support of the Richard H. Driehaus Charitable Lead Trust. The award recognizes excellence in the writing and implementation of form-based codes. The City of Rowlett was one of two recipients to receive recognition out of approximately 20 submissions, including both national and international applicants. Codes that receive awards are discussed and critiqued in an educational session at the Annual Congress of the New Urbanism Conference as well as featured on the Form-Based Code Institute's Website for the year following the award and then in their online library indefinitely.

To be eligible for this prestigious award, the Form-Based Code must meet the following criteria:

1. Generates Predictable Results
2. Exhibits Understandable Organization
3. Demonstrations Efficiency and Brevity
4. Utilizes Graphics as Good Communicator
5. Provides for a Streamlined Approval Process
6. Advances the State of the Art
7. Promotes Good Urbanism
8. Serves as a Good Model

Selected by a jury of industry professionals, The City of Rowlett's Code was specifically recognized for implementing the community's vision while incorporating market realities, as well as making a concerted effort to shift the design review process from solely a political process to one between design professionals and City Staff.

The City of Rowlett's Form-Based Code was adopted in September 2012. However, the path to adoption started in 2010 when the City set out to establish a shared vision for the community through the Realize Rowlett 2020 Comprehensive Plan. To date, the City has reviewed at least eight Form-Based Code projects and four of those projects are currently under construction.

This award and associated successes are shared amongst the Citizens of Rowlett, Advisory Committee Members, Consultants, City Staff, Planning and Zoning Commission Members, and City Council Members who contributed countless hours to the process leading up to the final adoption and subsequent implementation of the Form-Based Code.

### **ATTACHMENTS**

Attachment 1 – Award

Attachment 2 – Picture of Award Ceremony

2 0 1 5 H o n o r a b l e M e n t i o n

## The Driehaus Form-Based Codes Award

*Sponsored by the Form-Based Codes Institute with the Generous Support  
of the Richard H. Driehaus Charitable Lead Trust*

### The City of Rowlett Form-Based Code

The Rowlett Form Based Code directs a strong integration of regulation, market activity, and place-making goals within varied development contexts. The code facilitates a shift of design engagement from solely the political process to one between design professionals and staff. The initiative has catalyzed a number of projects under a cohesive vision among multiple neighborhoods and areas of the City.

*This recognition of Honorable Mention is presented to these team members who participated  
in the development of the code*

### The Mayor and City Council of Rowlett Texas

**Townscape, Inc.**

**Kimley-Horn and Associates**

**Ricker Cunningham**

*Presented May 1, 2015, during CNU Congress 23, Dallas, Texas*

*Jury: Joseph Kohl, (Chair); Jennifer Hurley, AICP;*

*Caleb P. Racicot; Scott Polikov*

**FBCI**

Form-Based Codes Institute

Joseph Kohl, Jury Chair

Mary Madden, AICP, FBCI Board Chair



Pictured Left to Right: Jury Member Scott Polikov, Gateway Planning; Award Recipient Mark Bowers, Kimley-Horn and Associates; Award Recipient Arti Harchekar, Townscape, Inc.; Jury Chair Joseph Kohl, Dover, Kohl & Partners; Award Recipient Erin Jones, City of Rowlett; Award Recipient Daniel Acevedo, City of Rowlett; Jury Member Jennifer Hurley, Hurley Franks and Associates; Jury Member Caleb Racicot, TSW.



**City of Rowlett**  
**Staff Report**

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75030-0099  
www.rowlett.com

**AGENDA DATE:** 06/02/15

**AGENDA ITEM:** 5D

**TITLE**

Presentation of Proclamation in recognition of Rowlett residents' participation in the 2015 Boston Marathon.

**STAFF REPRESENTATIVE**

Laura Hallmark, City Secretary

**BACKGROUND INFORMATION**

The Boston Athletic Association (B.A.A.) has organized the Boston Marathon since the event's inception in 1897. The Boston Marathon is the world's oldest annual continuously running marathon and ranks as one of the world's most prestigious road racing events. The Boston Marathon has distinguished itself as the pinnacle event within the sport of road racing by virtue of its traditions, longevity, and method of gaining entry into the race (via qualification).

More than 125 years after its inception, the Boston Athletic Association continues to be a leader within the sport of road racing and annually carries on the tradition of the Boston Marathon. The B.A.A. promotes a healthy lifestyle through the support of comprehensive charity, youth, and year-round running programs.

In order to participate in the Boston Marathon, runners must first demonstrate their ability to finish a sanctioned marathon event within the times set forth for their age group. This alone does not guarantee acceptance. The faster times within those age groups are considered first and then up to a certain number of runners. This year's race, held on April 20<sup>th</sup>, had 30,251 participants.

Running is one of the most popular sports in this country. This year alone, there are 683 marathons scheduled in the United States.

Rowlett residents Gregg MacInnis, Ryan Martin and Tiffany Hauerwas qualified for and participated in the 2015 race with the following finish times:

Gregg: 3:02:54

Ryan: 2:56:56

Tiffany: 4:02:49

**ATTACHMENTS**

Proclamations

## **2015 BOSTON MARATHON FINISHER**

**WHEREAS**, begun in 1897, the Boston Marathon is the world's oldest annual continuously running marathon and has distinguished itself as the pinnacle event within the sport by virtue of its traditions, longevity, and method of gaining entry into the race via qualification; and

**WHEREAS**, more than 125 years after its inception, the Boston Athletic Association continues to be a leader within the sport of road racing and annually carries on the tradition of the Boston Marathon, promoting a healthy lifestyle through the support of comprehensive charity, youth, and year-round running programs; and

**WHEREAS**, runners must demonstrate their ability to finish a sanctioned marathon event within the times set forth for their age group in order to qualify for this race; however, this alone does not guarantee acceptance – faster times within those age groups are considered first and then up to a certain number of runners; and

**WHEREAS**, running is one of the most popular sports in this country with 683 marathons scheduled in the United States this year; and

**WHEREAS**, it is appropriate that we recognize the amazing accomplishment of not only qualifying and participating, but finishing the 26 mile and 385 yard race through the City of Boston and surrounding towns with the 30,251 participants.

**NOW, THEREFORE**, I, Todd W. Gottel, Mayor of the City of Rowlett, do hereby congratulate you on being a

**2015 BOSTON MARATHON FINISHER – GREGG MACINNIS  
TIME OF 3:02:54**

and encourage you to continue your physical pursuits. It is residents like you who help keep the City of Rowlett *On the Move*.

## **2015 BOSTON MARATHON FINISHER**

**WHEREAS**, begun in 1897, the Boston Marathon is the world's oldest annual continuously running marathon and has distinguished itself as the pinnacle event within the sport by virtue of its traditions, longevity, and method of gaining entry into the race via qualification; and

**WHEREAS**, more than 125 years after its inception, the Boston Athletic Association continues to be a leader within the sport of road racing and annually carries on the tradition of the Boston Marathon, promoting a healthy lifestyle through the support of comprehensive charity, youth, and year-round running programs; and

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**WHEREAS**, it is appropriate that we recognize the amazing accomplishment of not only qualifying and participating, but finishing the 26 mile and 385 yard race through the City of Boston and surrounding towns with the 30,251 participants.

**NOW, THEREFORE**, I, Todd W. Gottel, Mayor of the City of Rowlett, do hereby congratulate you on being a

**2015 BOSTON MARATHON FINISHER – RYAN MARTIN  
TIME OF 2:56:56**

and encourage you to continue your physical pursuits. It is residents like you who help keep the City of Rowlett *On the Move*.

## **2015 BOSTON MARATHON FINISHER**

**WHEREAS**, begun in 1897, the Boston Marathon is the world's oldest annual continuously running marathon and has distinguished itself as the pinnacle event within the sport by virtue of its traditions, longevity, and method of gaining entry into the race via qualification; and

**WHEREAS**, more than 125 years after its inception, the Boston Athletic Association continues to be a leader within the sport of road racing and annually carries on the tradition of the Boston Marathon, promoting a healthy lifestyle through the support of comprehensive charity, youth, and year-round running programs; and

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**WHEREAS**, it is appropriate that we recognize the amazing accomplishment of not only qualifying and participating, but finishing the 26 mile and 385 yard race through the City of Boston and surrounding towns with the 30,251 participants.

**NOW, THEREFORE**, I, Todd W. Gottel, Mayor of the City of Rowlett, do hereby congratulate you on being a

**2015 BOSTON MARATHON FINISHER – TIFFANY HAUERWAS  
TIME OF 4:02:49**

and encourage you to continue your physical pursuits. It is residents like you who help keep the City of Rowlett *On the Move*.



# City of Rowlett

## Staff Report

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75080-0099  
www.rowlett.com

**AGENDA DATE:** 06/02/15

**AGENDA ITEM:** 5E

### **TITLE**

Hear presentation of the Monthly Financial report for the period ending April 30, 2015.

### **STAFF REPRESENTATIVE**

Wendy Badgett, Interim Director of Finance

### **SUMMARY**

Attached is the Comprehensive Monthly Financial Report for April 2015, in accordance with the City Council's financial strategy to provide timely and accurate reporting. The fiscal year for the City of Rowlett is October 1 through October 30. Seven months of FY2015, or 58.3 percent of the fiscal year is complete.

### **BACKGROUND INFORMATION**

The City of Rowlett Department of Financial Services is dedicated to excellence in local government, comprehensive fiscal management, compliance and reporting. The Comprehensive Monthly Finance Report (CMFR) is a unique document that is prepared each month and is directed at providing our audience (internal and external users), with important information about the City's financial position and operations.

### **DISCUSSION**

Attached is the Comprehensive Monthly Financial report for April 2015. Seven months of FY2015, or 58.3 percent of the fiscal year is complete.

**Revenues:** Overall, the City has earned or received \$60.0 million for FY2015. This amount is 70.4 percent of the approved operating budget of \$85.3 million and is 5.0 percent more than forecast through the month of April.

- General Fund revenues are \$0.6 million or 2.1 percent higher than expected.
- Utility Fund revenues are \$0.5 million or 3.6 percent higher than expected.
  - Utility Fund revenues in total are higher than expected as the result of higher than expected impact fees. Water and sewer charges for service, however, are actually lower than expected by 3.6 percent combined.

These impact fees are being generated from increased development activity, primarily attributable to the Terra Lago and Harmony Hills projects. Staff projected to collect \$60,000 in utility impact fees in FY2015; as of April 30, 2015, \$971,850 has been collected. The revenue from these fees is to be used to support the

development activity that generated these fees through capital projects, not for operating expenses.

With the amount of precipitation that has fallen in the Rowlett area during the month of May, there is now a very good chance that the shortfall in water and sewer revenues will persist through the end of FY2015. Staff anticipates coming back to council within the next two months with a budget amendment to reduce the amount of revenue budgeted and a recommendation for a reduction in expenses.

**Expenses:** Expenses totaled \$50.6 million year-to-date for FY2015. This amount is 58.8 percent of the approved operating budget of \$86.0 million and is 3.7 percent lower than forecast through the month of April.

- General Fund expenses are \$1.3 million or 6.2 percent lower than expected.
- Utility Fund expenses are \$0.3 million or 1.7 percent lower than expected.

**Surplus:** The net surplus from operations through April is \$9.4 million, which is \$4.8 million better than expected at this point in the year. The adopted operating budget for the fiscal year anticipates a total decrease of \$0.7 million.

#### **FINANCIAL/BUDGET IMPLICATIONS**

N/A

#### **RECOMMENDED ACTION**

There is no action required as this is presented for informational purposes.

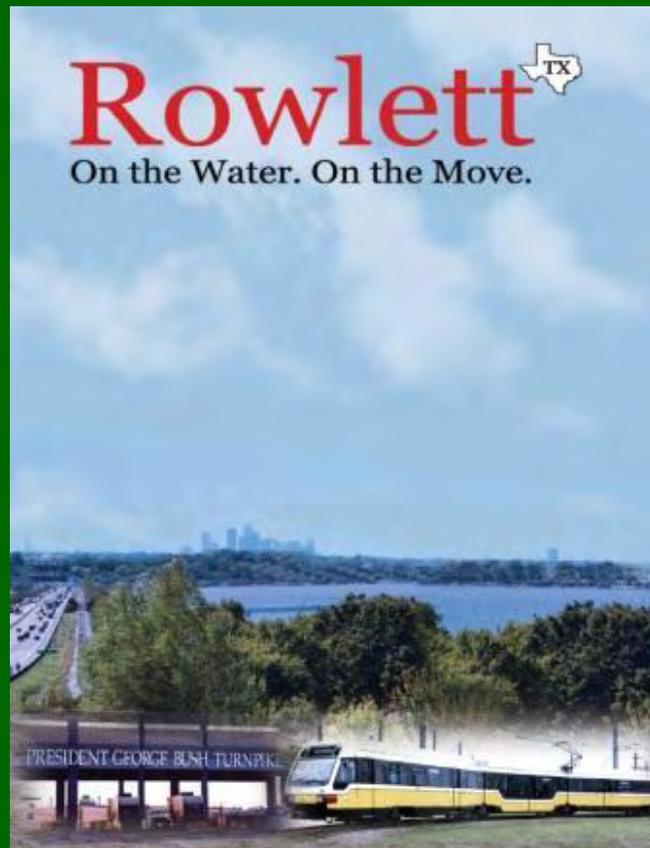
#### **ATTACHMENT**

Attachment 1 – Comprehensive Monthly Financial Report – April 30, 2015



**Comprehensive  
Monthly  
Financial  
Report**

**April 2015**





# MONTHLY FINANCIAL REPORT

## PERFORMANCE AT A GLANCE

**April 2015**

	YEAR TO DATE	REFERENCE
ALL FUNDS SUMMARY	POSITIVE	Page 4
GENERAL FUND REV VS EXP	POSITIVE	Page 5
PROPERTY TAXES	WARNING	Page 5
SALES TAXES	POSITIVE	Page 6
FRANCHISE FEES	POSITIVE	Page 6
UTILITY FUND REV VS EXP	POSITIVE	Page 7
SEWER REVENUES	WARNING	Page 7
WATER REVENUES	WARNING	Page 8
WATER USAGE	NEGATIVE	Page 8
REFUSE FUND REV VS EXP	POSITIVE	Page 9
DRAINAGE FUND REV VS EXP	POSITIVE	Page 9
DEBT SERVICE FUND REV VS EXP	POSITIVE	Page 10
EMPLOYEE BENEFITS REV VS EXP	POSITIVE	Page 10

## PERFORMANCE INDICATORS

**POSITIVE**

= Positive variance or negative variance < 1% compared to seasonal trends.

**WARNING**

= Negative variance of 1-5% compared to seasonal trends

**NEGATIVE**

= Negative variance of >5% compared to seasonal trends.



**ECONOMIC INDICATORS**

**April 30, 2015 – NEWS FOR YOU**

**ECONOMY**

**National GDP:** GDP - the output of goods and services produced by labor and property located in the US – increased at a rate of 0.2% in the 1st quarter of 2015 after increasing 2.2% in the 4th quarter of 2014 as reported by the Bureau of Economic Analysis. The increase in GDP reflected an increase in consumer spending and inventory investment offset by an increasing trade deficit and decline in business investment.

**Texas Retail Sales:** Texas retail sales totaled \$41.8 billion for the month of Feb., an increase of \$1.8 billion (4.5%) over Feb. 2014.

**Texas Leading Index:** The Texas Leading Index is a single summary statistic that sheds light on the future of the state's economy. The index is a composite of eight leading indicators—those that tend to change direction before the overall economy. The index decreased 1.3% between the months of Feb and Mar.

Attached is the Comprehensive Monthly Financial report for April 2015. Seven months of FY2015, or 58.3% of the fiscal year is complete.

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**Surplus:** The net surplus from operations through April is \$9.4 million which is \$4.8 million better than expected at this point in the year. The adopted operating budget for the fiscal year anticipates a total decrease of \$0.7 million.

**UNEMPLOYMENT**

**NOTEWORTHY**

**National Unemployment:** The national unemployment rate fell from 5.5% to 5.4% from Mar. to April.

**State-Wide:** The Texas unemployment rate decreased from 4.3% in February to 4.2% in March.

**Rowlett:** The City of Rowlett unemployment rate for March 2015 was 3.9%, a 2.5% decrease over the February unemployment rate of 4.0%. Note – city unemployment rates are not seasonally adjusted.

**NORTH TEXAS MUNICIPAL WATER DISTRICT LIFTS ALL WATER RESTRICTIONS**

Twice Weekly Watering Allowed and \$6.97 Monthly Surcharge Lifted Effective May 1 On April 10, the North Texas Municipal Water District announced that, due to all of the rain North Texas has received this spring, they are lifting all water restrictions effective May 1, and up to twice-weekly landscape watering is once again allowed!

**2015 COMMUNITY INVESTMENT PROGRAM BOND ELECTION RESULTS**

On Saturday, May 9, residents of Rowlett were asked to go to the polls to consider authorizing the issuance of general obligation bonds in the amount of \$25.8 million for three proposed bond propositions. Approximately 2,350 voters turned out to cast their votes and as a result, all three propositions passed.



**CITY OF ROWLETT, TEXAS**  
**FINANCIAL STATUS DASHBOARD**  
**April 30, 2015**

**BUDGET SUMMARY OF ALL FUNDS FY2015**

	2015 <u>Budget</u>	2015 <u>Forecast</u>	2015 <u>Year-to-Date</u>	<u>Variance</u>
<b>Beginning Reserves</b>	<b>\$ 17,438,670</b>	<b>\$ 13,022,168</b>	<b>\$ 13,022,168</b>	<b>0.0%</b>
<b>Revenues:</b>				
General	37,097,467	27,884,437	28,464,644	2.1%
Water & sewer	28,605,460	15,109,011	15,648,930	3.6%
Debt service	7,783,232	7,327,733	7,859,669	7.3%
Drainage	1,346,939	785,694	780,959	-0.6%
Refuse	4,699,097	2,741,032	2,859,777	4.3%
Employee health benefits	4,405,117	2,569,652	2,502,733	-2.6%
Impact fees	44,357	25,875	1,067,693	4026.4%
Police seizure	100,550	58,654	62,224	6.1%
Economic development	316,694	184,738	184,319	-0.2%
Hotel/motel tax	47,752	24,831	33,760	36.0%
P.E.G.	85,042	42,098	67,607	60.6%
Grants	73,792	43,045	119,674	178.0%
Community Development Block Grant	186,209	108,622	73,943	-31.9%
Inspection Fees Fund	169,333	98,778	105,739	7.0%
Juvenile diversion	33,281	19,414	22,022	13.4%
Court technology	26,936	15,713	18,280	16.3%
Court security	20,035	11,687	13,669	17.0%
Golf course	256,564	128,366	159,507	24.3%
<b>Total Revenues</b>	<b>\$ 85,297,857</b>	<b>\$ 57,179,380</b>	<b>\$ 60,045,148</b>	<b>5.0%</b>
<b>Expenses:</b>				
General	37,021,061	21,015,479	19,711,168	-6.2%
Water & sewer	28,062,142	17,521,718	17,229,330	-1.7%
Debt service	7,783,232	6,500,780	6,486,335	-0.2%
Drainage	1,318,500	820,292	767,580	-6.4%
Refuse	4,657,232	2,716,719	2,727,924	0.4%
Employee health benefits	4,337,523	2,530,222	2,159,083	-14.7%
Impact fees	916,238	198,655	32,243	-83.8%
Police seizure	350,550	204,488	249,043	21.8%
Economic development	436,593	248,025	243,715	-1.7%
Hotel/motel tax	42,749	24,937	4,920	-80.3%
P.E.G.	73,142	43,343	55,165	27.3%
Grants	71,434	36,709	119,674	226.0%
Community Development Block Grant	186,209	108,622	73,943	-31.9%
Inspection Fees Fund	115,760	68,599	41,402	-39.6%
Juvenile diversion	34,399	20,385	16,972	-16.7%
Court technology	49,005	44,130	88,904	101.5%
Court security	23,989	13,994	20,037	43.2%
Golf course	559,025	431,746	578,229	33.9%
<b>Total Expenses</b>	<b>\$ 86,038,783</b>	<b>\$ 52,548,841</b>	<b>\$ 50,605,666</b>	<b>-3.7%</b>
<b>Current Year Surplus/(Shortfall)</b>	<b>\$ (740,926)</b>	<b>\$ 4,630,540</b>	<b>\$ 9,439,482</b>	<b>103.9%</b>
<b>Ending Reserves</b>	<b>\$ 16,697,744</b>	<b>\$ 17,652,708</b>	<b>\$ 22,461,650</b>	<b>27.2%</b>

Positive

Warning

Negative

Positive variance or negative variance <1% compared to forecast  
 Negative variance between 1%-5% compared to forecast  
 Negative variance >5% compared to forecast

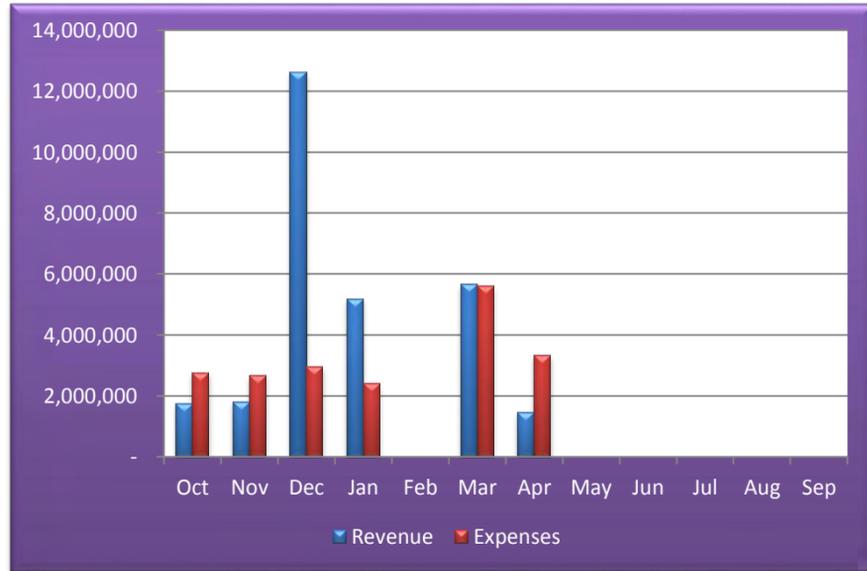


**CITY OF ROWLETT, TEXAS  
FINANCIAL STATUS DASHBOARD  
April 30, 2015**

**OVERALL FUND PERFORMANCE**

**GENERAL FUND REVENUES VS EXPENSES FY2015**

Month	2015 Revenue	2015 Expenses	Monthly Variance
Oct	1,734,785	2,759,381	\$ (1,024,596)
Nov	1,807,432	2,671,992	(864,560)
Dec	12,610,694	2,938,279	9,672,416
Jan	5,184,121	2,416,012	2,768,108
Feb	-	-	-
Mar	5,664,737	5,594,393	70,344
Apr	1,462,874	3,331,111	(1,868,237)
May	-	-	-
Jun	-	-	-
Jul	-	-	-
Aug	-	-	-
Sep	-	-	-
<b>Total</b>	<b>\$ 28,464,644</b>	<b>\$ 19,711,168</b>	<b>\$ 8,753,476</b>
<b>Cumulative Forecast</b>	<b>\$ 27,884,437</b>	<b>\$ 21,015,479</b>	<b>\$ 6,868,958</b>
<b>Actual to Forecast \$</b>	<b>\$ 580,206</b>	<b>\$ (1,304,312)</b>	<b>\$ 1,884,518</b>
<b>Actual to Forecast %</b>	<b>2.1%</b>	<b>-6.2%</b>	



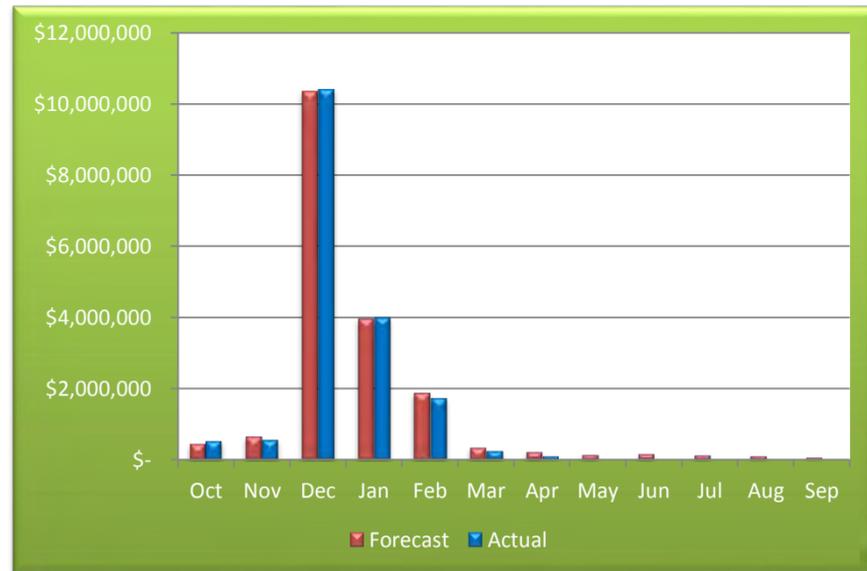
**Positive**

Cumulatively overall, the General Fund is better than forecasted for this time of the year, with revenues exceeding the forecast by 2.1% and expenses 6.2% lower than forecasted. These differences are primarily due to higher than expected franchise fees and building permit revenues, and the timing of supply and capital equipment purchases.

**REVENUE ANALYSIS**

**PROPERTY TAXES FY2015**

Month	2015 Forecast	2015 Actual	Monthly Variance
Oct	\$ 454,997	\$ 526,146	\$ 71,149
Nov	658,035	556,508	(101,527)
Dec	10,362,155	10,407,110	44,955
Jan	3,986,347	3,994,425	8,078
Feb	1,884,055	1,729,174	(154,881)
Mar	340,621	243,070	(97,551)
Apr	216,375	96,413	(119,962)
May	138,080	-	-
Jun	164,504	-	-
Jul	119,972	-	-
Aug	104,988	-	-
Sep	58,993	-	-
<b>Total</b>	<b>\$ 18,489,122</b>	<b>\$ 17,552,847</b>	<b>\$ (349,738)</b>
<b>Actual to Forecast</b>			<b>-2.0%</b>



**Warning**

Property taxes represents nearly 50% of the total General Fund revenue budget and serves as the primary funding source for the general government. They are generally collected in December and January of each year. Cumulatively overall, property tax revenues are 2.0% lower than forecasted for this time of the year.



**CITY OF ROWLETT, TEXAS  
FINANCIAL STATUS DASHBOARD  
April 30, 2015**

**REVENUE ANALYSIS**

**SALES TAXES FY2015**

Month	2015 Forecast	2015 Actual	Monthly Variance
Oct	\$ 478,504	\$ 460,063	\$ (18,441)
Nov	410,264	452,581	42,317
Dec	581,282	598,257	16,975
Jan	405,356	396,499	(8,857)
Feb	376,136	408,413	32,277
Mar	504,779	597,027	92,248
Apr	432,807	432,807	-
May	434,829		
Jun	579,529		
Jul	427,562		
Aug	452,415		
Sep	548,190		
<b>Total</b>	<b>\$ 5,631,653</b>	<b>\$ 3,345,647</b>	<b>\$ 156,519</b>
<i>Actual to Forecast</i>			4.9%



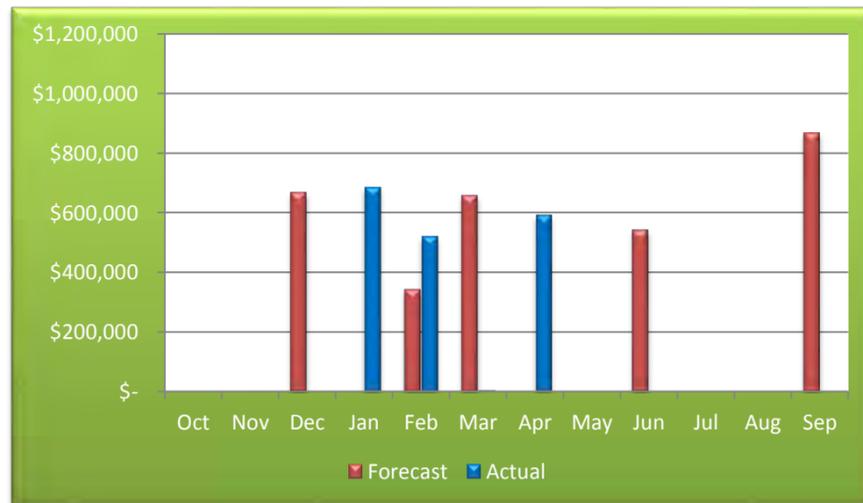
**Positive**

Sales tax is an important indicator of financial health for the Rowlett community. Sales taxes are collected by the State Comptroller and are recorded two months later. The sales taxes reported here for April represent an estimate. Overall, sales tax revenues are 4.9% higher than forecasted for this time of the year.

**REVENUE ANALYSIS**

**FRANCHISE FEES FY2015**

Month	2015 Forecast	2015 Actual	Monthly Variance
Oct	\$ -	\$ -	\$ -
Nov	-	215	215
Dec	667,417	-	(667,417)
Jan	-	683,614	683,614
Feb	343,788	519,339	175,551
Mar	656,587	4,369	(652,218)
Apr	-	589,708	589,708
May	-		
Jun	543,057		
Jul	-		
Aug	-		
Sep	867,119		
<b>Total</b>	<b>\$ 3,077,966</b>	<b>\$ 1,797,245</b>	<b>\$ 129,454</b>
<i>Actual to Forecast</i>			7.8%



**Positive**

Franchise fees represents nearly 10% of the total General Fund budget and include electric, gas, cable and telecommunications. Most fees are paid quarterly with natural gas being paid yearly in February. Overall, franchise fees 7.8% higher than expected.



**CITY OF ROWLETT, TEXAS  
FINANCIAL STATUS DASHBOARD  
April 30, 2015**

**OVERALL FUND PERFORMANCE**

**UTILITY FUND REVENUES VS EXPENSES FY2015**

Month	2015 Revenue	2015 Expenses	Monthly Variance
Oct	2,523,628	1,923,448	\$ 600,179
Nov	2,371,585	1,871,254	500,331
Dec	2,199,908	2,022,527	177,381
Jan	2,071,743	1,921,446	150,298
Feb	-	-	-
Mar	4,162,568	7,533,495	(3,370,927)
Apr	2,319,497	1,957,159	362,338
May	-	-	-
Jun	-	-	-
Jul	-	-	-
Aug	-	-	-
Sep	-	-	-
<b>Total</b>	<b>\$ 15,648,930</b>	<b>\$ 17,229,330</b>	<b>\$ (1,580,400)</b>
<b>Cumulative Forecast</b>	<b>\$ 15,109,011</b>	<b>\$ 17,521,718</b>	<b>\$ (2,412,707)</b>
<b>Actual to Forecast \$</b>	<b>\$ 539,919</b>	<b>\$ (292,388)</b>	<b>\$ 832,307</b>
<b>Actual to Forecast</b>	<b>3.6%</b>	<b>-1.7%</b>	



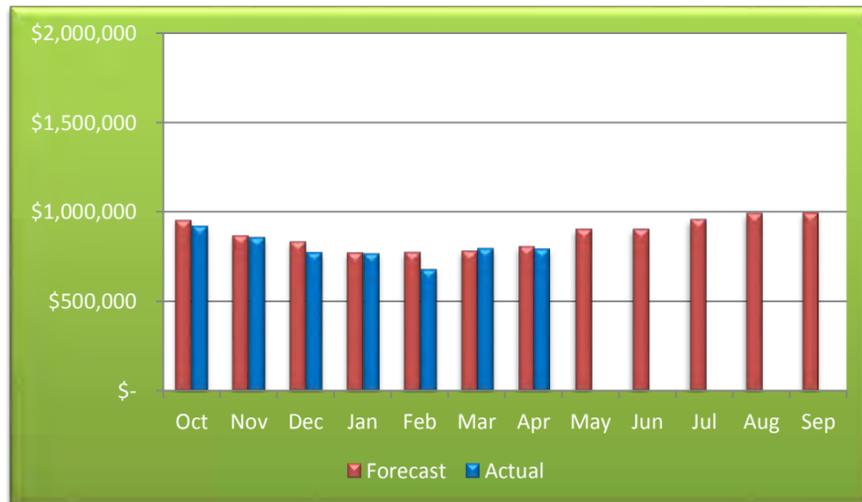
Positive

Utility fund revenues are 3.6% higher than forecast as a result of higher than expected impact fees and penalty charges. Expenses are lower than projected by 1.7% because of lower than expected personnel costs and the timing of supply and capital equipment purchases. The fund makes semi-annual debt payments in March and September.

**REVENUE ANALYSIS**

**SEWER REVENUES FY2015**

Month	2015 Forecast	2015 Actual	Monthly Variance
Oct	\$ 950,041	\$ 919,190	\$ (30,851)
Nov	864,394	855,352	(9,042)
Dec	831,962	772,784	(59,178)
Jan	771,702	766,420	(5,282)
Feb	772,893	679,354	(93,539)
Mar	781,451	796,213	14,762
Apr	804,109	791,597	(12,512)
May	902,274	-	-
Jun	901,889	-	-
Jul	953,917	-	-
Aug	989,855	-	-
Sep	991,635	-	-
<b>Total</b>	<b>\$ 10,516,122</b>	<b>\$ 5,580,909</b>	<b>\$ (195,643)</b>
<b>Actual to Forecast</b>			<b>-3.4%</b>



Warning

Sewer sales represent over 40% of the Utility Fund budget and cover the cost of sewer treatment paid to City of Garland. Cumulatively overall, sewer revenues are 3.4% lower than forecasted for this time of year.



**CITY OF ROWLETT, TEXAS  
FINANCIAL STATUS DASHBOARD  
April 30, 2015**

**REVENUE ANALYSIS**

**WATER REVENUES FY2015**

Month	2015 Forecast	2015 Actual	Monthly Variance
Oct	\$ 1,660,832	\$ 1,451,221	\$ (209,611)
Nov	1,404,552	1,343,838	(60,714)
Dec	1,278,675	1,182,809	(95,866)
Jan	1,089,930	1,162,524	72,594
Feb	1,103,674	1,045,383	(58,291)
Mar	1,128,991	1,203,771	74,779
Apr	1,182,373	1,126,605	(55,768)
May	1,420,637		
Jun	1,463,637		
Jul	1,662,155		
Aug	1,906,674		
Sep	1,868,487		
<b>Total</b>	<b>\$ 17,170,618</b>	<b>\$ 8,516,150</b>	<b>\$ (332,877)</b>
<b>Actual to Forecast</b>			<b>-3.8%</b>



**Warning**

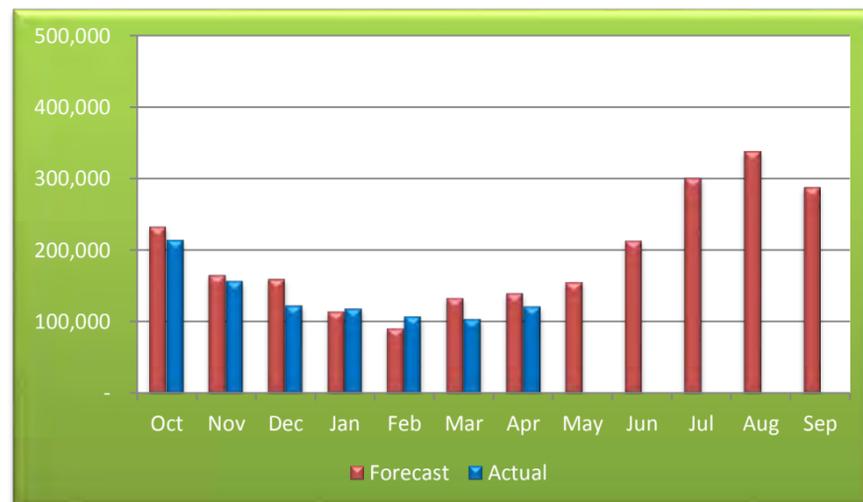
Water sales represent just over 50% of the total Utility Fund budget and cover the cost of water acquisition from the North Texas Municipal Water District. Water revenues are 3.8% less than forecasted for this time of year.

**REVENUE ANALYSIS**

**WATER USAGE FY2015**

Month	2015 Forecast	2015 Actual	Monthly Variance
Oct	232,649	212,743	(19,906)
Nov	165,375	155,467	(9,908)
Dec	159,987	121,571	(38,416)
Jan	114,863	117,372	2,509
Feb	90,864	106,758	15,894
Mar	133,224	103,031	(30,193)
Apr	139,785	120,442	(19,343)
May	155,805		
Jun	213,518		
Jul	300,529		
Aug	338,135		
Sep	287,959		
<b>Total</b>	<b>2,332,694</b>	<b>937,384</b>	<b>(99,364)</b>
<b>Actual to Forecast</b>			<b>-9.6%</b>

(IN THOUSAND GALLONS)



**Negative**

The City purchases its water from the North Texas Municipal Water District. Customer usage is 9.6% lower than forecasted for this time of the year. The contract with NTMWD requires the City to pay for a minimum of 3.2 billion gallons of water per year.



**CITY OF ROWLETT, TEXAS  
FINANCIAL STATUS DASHBOARD  
April 30, 2015**

**OVERALL FUND PERFORMANCE**

**REFUSE FUND REVENUES VS EXPENSES FY2015**

Month	2015 Revenue	2015 Expenses	Monthly Variance
Oct	402,012	389,513	\$ 12,499
Nov	402,813	408,017	(5,204)
Dec	414,147	393,290	20,857
Jan	410,278	396,377	13,901
Feb			-
Mar	823,249	743,914	79,335
Apr	407,278	396,813	10,465
May			-
Jun			-
Jul			-
Aug			-
Sep			-
<b>Total</b>	<b>\$ 2,859,777</b>	<b>\$ 2,727,924</b>	<b>\$ 131,853</b>
<b>Cumulative Forecast</b>	<b>\$ 2,741,032</b>	<b>\$ 2,716,719</b>	<b>\$ 24,313</b>
<b>Actual to Forecast \$</b>	<b>\$ 118,745</b>	<b>\$ 11,205</b>	<b>\$ 107,540</b>
<b>Actual to Forecast</b>	<b>4.3%</b>	<b>0.4%</b>	



Positive

The Refuse Fund accounts for monies collected from customers on their utility bills and remitted to our solid waste provider. Revenues are currently 4.3% higher than forecasted, and expenses are 0.4% higher than forecasted.

**OVERALL FUND PERFORMANCE**

**DRAINAGE FUND REVENUES VS EXPENSES FY2015**

Month	2015 Revenue	2015 Expenses	Monthly Variance
Oct	110,599	67,145	\$ 43,454
Nov	111,354	72,873	38,481
Dec	111,572	66,014	45,558
Jan	112,079	67,593	44,486
Feb			-
Mar	223,429	410,777	(187,348)
Apr	111,926	83,178	28,749
May			-
Jun			-
Jul			-
Aug			-
Sep			-
<b>Total</b>	<b>\$ 780,959</b>	<b>\$ 767,580</b>	<b>\$ 13,379</b>
<b>Cumulative Forecast</b>	<b>\$ 785,694</b>	<b>\$ 820,292</b>	<b>\$ (34,598)</b>
<b>Actual to Forecast \$</b>	<b>\$ (4,736)</b>	<b>\$ (52,713)</b>	<b>\$ 47,977</b>
<b>Actual to Forecast</b>	<b>-0.6%</b>	<b>-6.4%</b>	



Positive

The Drainage Fund accounts for monies collected from customers on their utility bills for the municipal drainage system. Cumulatively overall, the fund is better than forecasted for this time of the year, with revenues 0.6% lower than forecasted but expenses 6.4% lower than forecasted.



**CITY OF ROWLETT, TEXAS  
FINANCIAL STATUS DASHBOARD  
April 30, 2015**

**OVERALL FUND PERFORMANCE**

**DEBT SERVICE FUND REVENUES VS EXPENSES FY2015**

Month	2015 Revenue	2015 Expenses	Monthly Variance
Oct	249,127	10,468	\$ 238,659
Nov	261,982	129,846	132,136
Dec	4,512,111	7,928	4,504,183
Jan	1,753,062	11,311	1,741,752
Feb	-	-	-
Mar	1,020,513	6,324,674	(5,304,161)
Apr	62,873	2,108	60,765
May	-	-	-
Jun	-	-	-
Jul	-	-	-
Aug	-	-	-
Sep	-	-	-
<b>Total</b>	<b>\$ 7,859,669</b>	<b>\$ 6,486,335</b>	<b>\$ 1,373,334</b>
<b>Cumulative Forecast</b>	<b>\$ 7,327,733</b>	<b>\$ 6,500,780</b>	<b>\$ 826,954</b>
<b>Actual to Forecast \$</b>	<b>\$ 531,936</b>	<b>\$ (14,445)</b>	<b>\$ 546,380</b>
<b>Actual to Forecast</b>	<b>7.3%</b>	<b>-0.2%</b>	



Positive

General Debt Service Fund is used to pay principal and interest on tax-supported debt. Overall, the fund is better than forecasted, with revenues 7.3% higher than projected and expenses 0.2% lower than expected. The fund pays conduit debt in November and makes other semi-annual debt payments in February and August.

**OVERALL FUND PERFORMANCE**

**EMPLOYEE HEALTH BENEFITS FUND REVENUES VS EXPENSES FY2015**

Month	2015 Revenue	2015 Expenses	Monthly Variance
Oct	419,181	447,218	\$ (28,037)
Nov	291,239	249,946	41,293
Dec	354,624	332,130	22,494
Jan	358,108	202,278	155,830
Feb	-	-	-
Mar	722,118	579,468	142,649
Apr	357,464	348,042	9,422
May	-	-	-
Jun	-	-	-
Jul	-	-	-
Aug	-	-	-
Sep	-	-	-
<b>Total</b>	<b>\$ 2,502,733</b>	<b>\$ 2,159,083</b>	<b>\$ 343,650</b>
<b>Cumulative Forecast</b>	<b>\$ 2,569,652</b>	<b>\$ 2,530,222</b>	<b>\$ 39,430</b>
<b>Actual to Forecast \$</b>	<b>\$ (66,919)</b>	<b>\$ (371,139)</b>	<b>\$ 304,220</b>
<b>Actual to Forecast</b>	<b>-2.6%</b>	<b>-14.7%</b>	



Positive

Employee Health Benefits Fund accounts for all health related claims paid from the City's partial self-insured fund. Overall, revenues are 2.6% lower than forecasted and expenses are 14.7% lower than forecasted. Revenues reflect lower than expected premium payments due to vacancies and plan choices, and expenses are lower than forecasted due to lower than expected claims.



# City of Rowlett

## Staff Report

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75080-0099  
www.rowlett.com

**AGENDA DATE:** 06/02/15

**AGENDA ITEM:** 5F

### **TITLE**

Hear Second Quarter Investment Report for March 31, 2015.

### **STAFF REPRESENTATIVE**

Wendy Badgett, Interim Director of Finance

### **SUMMARY**

In order for the City of Rowlett to comply with the State of Texas Public Funds Investment Act (PFIA), it has adopted an official Investment Policy. A requirement of this Policy is a quarterly report of the City's investment activity. Finance is pleased to report that the City continues to maintain compliance with the requirement of the PFIA and the City's Investment Policy and that the City's pooled funds and long-term pooled fund portfolios are of high credit quality and invested in TexPool, U.S. Treasury, Federal Agency and high quality commercial paper securities.

The quarterly report is prepared by the City's financial advisor, PFM Asset Management, Inc. (PFM). Please note that the references are to calendar year; therefore, the first quarter is defined as January 1, 2015 through March 31, 2015 but really represents the City's second fiscal year quarter in 2015 (see Attachment 1).

### **BACKGROUND INFORMATION**

Effective September 1, 1995, the Public Funds Investment Act, Chapter 2256 of the Texas Government Code, outlined authorized investments and fund management criteria for governmental entities. Among other criteria, an annual authorization and approval of the City's Investment Policy is required by December 31 of each year for compliance with the State of Texas PFIA. The City Council authorized and approved the last revision of the City's Investment Policy on December 17, 2013. The City's Investment Policy and Section 2256.023 of the Code requires that in conjunction with the Investment Officer(s), the City's Investment Advisor(s) shall provide quarterly investment reports on the City's short-term and long-term core investments to City Council. This agenda item is to fulfill the requirements of the PFIA and the City's Financial Investment Policies for the Quarter ending March 31, 2015.

### **DISCUSSION**

As of March 31, 2015, approximately 42 percent of the City's investments were in U.S. Treasuries and Agency securities, 11 percent invested in commercial paper, and the remaining 47 percent was invested in a constant dollar pool. The City's portfolio of Pooled Funds and Long-Term Pooled Funds are of high credit quality, rated AA+, A-1+ and A-1, and maintain adequate liquidity. The portfolios are invested entirely in Federal Agency, U.S. Treasury, and Commercial Paper

securities. Forty-two percent (42%) of the City's holdings were in investments with a maturity of one year or more.

The Long-Term Portfolio's quarterly total return performance of 0.38 percent underperformed the benchmark of 0.52 percent. The portfolio's duration was 80 percent of the benchmark's duration and is the primary reason for the underperformance compared to the benchmark. Part of the strategy behind the shorter duration was to ensure liquidity as available if the City needed to draw on the portfolio again and to protect market value as interest rates rise.

The Pooled Funds Portfolio continues to provide the City with favorable yield relative to the benchmark. At quarter end, the portfolio had a Yield to Maturity at Cost of 0.27 percent, exceeding the Yield of the TexPool benchmark by 22 basis points (0.22%).

### **Comments regarding the economy in general:**

For the first quarter of 2015, accommodative global central bank policies were a major driver of financial markets. The European Central Bank (ECB) initiated an asset purchase program similar to the Federal Reserve's (Fed's) quantitative easing (QE) policies that concluded last year, and the Federal Open Market Committee (FOMC) seemed to relax its stance on tightening monetary policy in the near future. At its meeting in March, the FOMC issued a statement that implied that economic growth has been somewhat weaker than it was earlier in the year.

For the fourth quarter of 2014, gross domestic product (GDP) grew at a pace of 2.2 percent. The components of the GDP report showed that household spending rose to a nine-year high and that an increase in exports was offset by growth in inventories, which were weaker than previously expected. The U.S. labor market continued to improve, as the unemployment rate fell from 5.6 percent in December to 5.5 percent in March, marking its lowest point since mid-2008, and new home sales rose nearly 8 percent in February, marking their highest level since early 2008. Consumer confidence reached its highest level this quarter, since the second quarter of 2007, as lower gasoline prices and an increase in personal income helped generate higher amounts of disposable income. However, consumers slowed the pace of their spending for the quarter, as retail sales fell.

In sector performance, U.S. Treasuries experienced their longest period of quarterly gains since 1998. Driven by a Treasury market rally, fixed income market performance was generally positive for the quarter. Agency spreads for short and intermediate maturities widened modestly during the quarter. Accordingly, the sector's performance was largely in line with comparable-maturity Treasuries. Corporate securities slightly outperformed government-related options with similar maturities, and yields on money market related securities remained at the elevated levels to which they rose at the end of 2014, making them attractive options for short-maturity investment needs.

### **Portfolio Strategy:**

We expect volatility to continue throughout the quarter; particularly around the announcement of key economic releases as market participants digest the impact not only on the timing of an initial FOMC rate hike, but also on the pace and rate of subsequent hikes as well. In a potentially

turbulent market environment, we will respect well defined trading ranges; adding duration when rates are elevated, and remaining patient when rates are restrained. Additionally, we will stress security selection, exposure to non-government sectors, and yield curve placement, as we believe those factors will be the primary drivers of performance.

PFM will continue to navigate the market environment with a keen focus on relative value sector analysis, prudent duration management, and efficient yield curve placement. While producing strong investment returns remains a priority, it is secondary to maintaining safety and liquidity, particularly in the current environment where we expect yields to trend higher.

#### **FINANCIAL/BUDGET IMPLICATIONS**

N/A

#### **RECOMMENDED ACTION**

There is no action required as this is presented for informational purposes.

#### **ATTACHMENT**

Attachment 1 - Quarterly Investment Report for March 31, 2015

# City of Rowlett, Texas



## Investment Performance Review Quarter Ended March 31, 2015

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This material is based on information obtained from sources generally believed to be reliable and available to the public, however PFM Asset Management LLC cannot guarantee its accuracy, completeness or suitability. This material is for general information purposes only and is not intended to provide specific advice or recommendation. The information contained in this report is not an offer to purchase or sell any securities.

# TAB I

**Summary**

- For the first quarter of 2015, accommodative global central bank policies were a major driver of financial markets. The European Central Bank (ECB) initiated an asset purchase program similar to the Federal Reserve's (Fed's) quantitative easing (QE) policies that concluded last year, and the Federal Open Market Committee (FOMC) seemed to relax its stance on tightening monetary policy in the near future.
- U.S. Treasuries experienced their longest period of quarterly gains since 1998. The 10-year Treasury yield fell for the fifth consecutive quarter.
- After a brief period of recovery, oil prices headed toward the lower end of recent ranges.

**Economic Snapshot**

- For the fourth quarter of 2014, gross domestic product (GDP) grew at a pace of 2.2%. The components of the GDP report showed that household spending rose to a nine-year high and that an increase in exports was offset by growth in inventories, which were weaker than previously expected.
- The U.S. labor market continued to improve, as the unemployment rate fell from 5.6% in December to 5.5% in March, marking its lowest point since mid- 2008.
- Consumer confidence for the first quarter reached its highest level since the second quarter of 2007, as lower gasoline prices and an increase in personal income helped generate higher amounts of disposable income. However, consumers slowed the pace of their spending for the quarter, as retail sales fell for the months of December, January, and February.
- New-home sales rose nearly 8% in February, marking their highest level since early 2008 and serving as a bright spot in a mixed bag of recent housing-market data.

**Interest Rates**

- At its March meeting, the FOMC removed the word "patient" from its previous statement, indicating that the current target range for the federal funds rate will be appropriate until the FOMC is "reasonably confident" that inflation is moving toward its 2% objective. The statement also implied that economic growth has been somewhat weaker than it was earlier in the year.
- A Reuters poll released at the end of March showed that 17 of 21 primary dealers expect the first interest rate hike to occur in September at the earliest, with only four dealers expecting the first hike to occur in June.

**Sector Performance**

- Driven by a Treasury market rally, fixed-income market performance was generally positive for the quarter. Returns were dependent on both maturity and sector.
- The yield curve flattened modestly over the quarter as longer maturities declined further than shorter maturities. This market movement and its positive impact on longer durations combined to provide performance in excess of initial yields.
- Agency spreads for short and intermediate maturities widened modestly during the quarter. Accordingly, the sector's performance was largely in line with comparable-maturity Treasuries.
- Corporate securities slightly outperformed government-related options with similar maturities, as they were aided by excess income and a relatively unchanged yield spread relationship.
- While still generating positive performance, mortgage-backed and asset-backed securities trailed other high-quality investment options for the quarter.
- Yields on money market-related securities remained at the elevated levels to which they rose at the end of 2014, making them attractive options for short-maturity investment needs.

## Economic Snapshot

Labor Market	Latest	Dec 2014	Mar 2014	
Unemployment Rate	Mar'15	5.5%	5.6%	6.6%
Change In Non-Farm Payrolls	Mar'15	126,000	329,000	225,000
Average Hourly Earnings (YoY)	Mar'15	2.1%	1.8%	2.2%
Personal Income (YoY)	Feb'15	4.5%	4.8%	3.7%
Initial Jobless Claims (week)	3/27/15	268,000	293,000	329,000

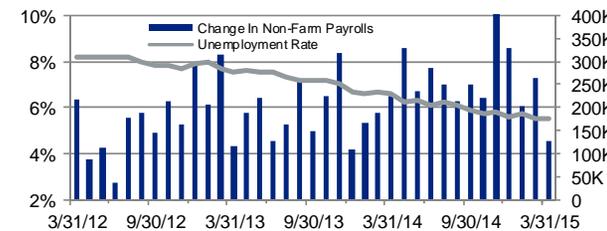
  

Growth	Latest	Dec 2014	Mar 2014	
Real GDP (QoQ SAAR)	2014Q4	2.2%	5.0% <sup>1</sup>	3.5% <sup>2</sup>
GDP Personal Consumption (QoQ SAAR)	2014Q4	4.4%	3.2% <sup>1</sup>	3.7% <sup>2</sup>
Retail Sales (YoY)	Feb'15	1.7%	3.3%	4.1%
ISM Manufacturing Survey (month)	Mar'15	51.5	55.1	54.4
Existing Home Sales SAAR (month)	Feb'15	4.88 mil.	5.07 mil.	4.70 mil.

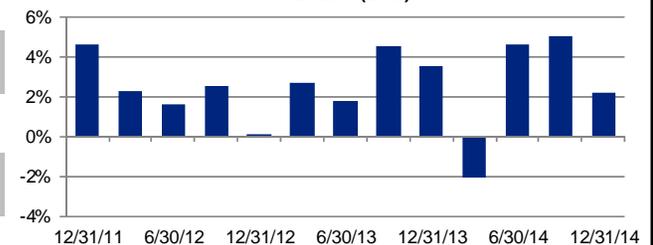
  

Inflation / Prices	Latest	Dec 2014	Mar 2014	
Personal Consumption Expenditures (YoY)	Feb'15	0.3%	0.8%	1.2%
Consumer Price Index (YoY)	Feb'15	0.0%	0.8%	1.5%
Consumer Price Index Core (YoY)	Feb'15	1.7%	1.6%	1.7%
Crude Oil Futures (WTI, per barrel)	Mar 31	\$47.60	\$53.27	\$101.58
Gold Futures (oz.)	Mar 31	\$1,183	\$1,184	\$1,283

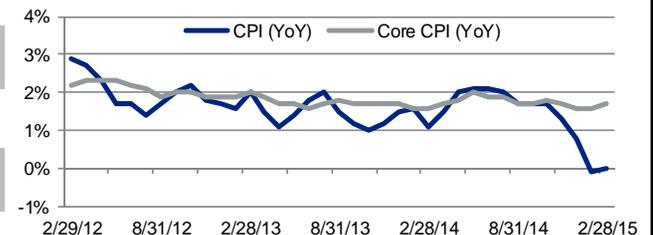
Unemployment Rate (left) vs. Change in Nonfarm Payrolls (right)



Real GDP (QoQ)



Consumer Price Index



1. Data as of Third Quarter 2014

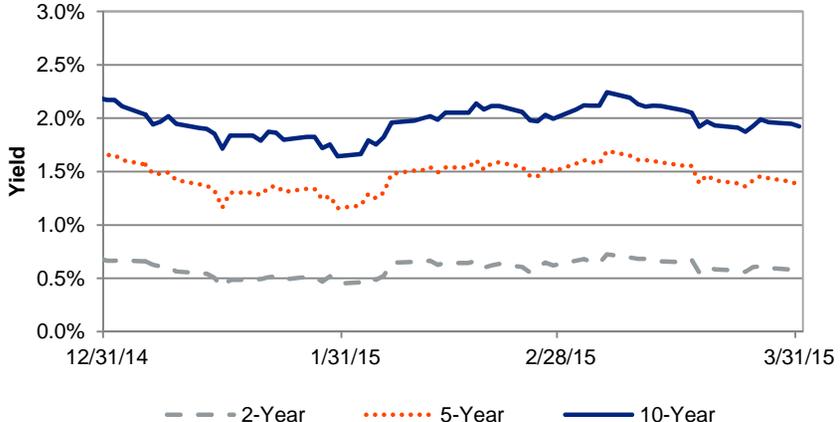
2. Data as of Fourth Quarter 2013

Source: Bloomberg

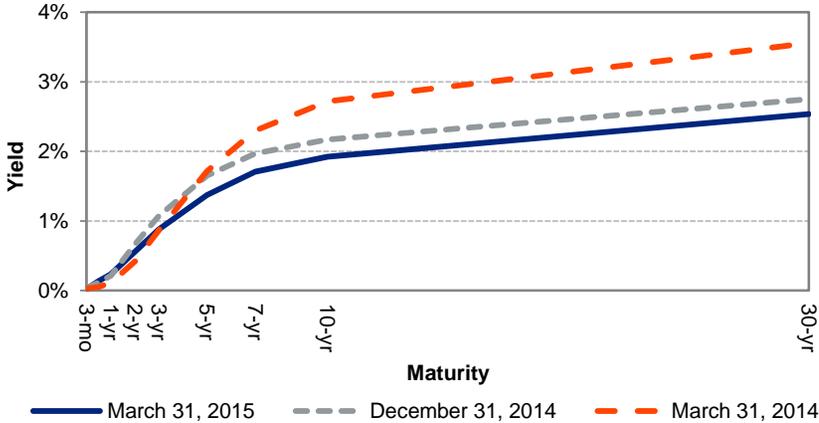
Note: YoY = year over year, QoQ = quarter over quarter, SAAR = seasonally adjusted annual rate, WTI = West Texas Intermediate crude oil

**Investment Rate Overview**

**U.S. Treasury Note Yields**



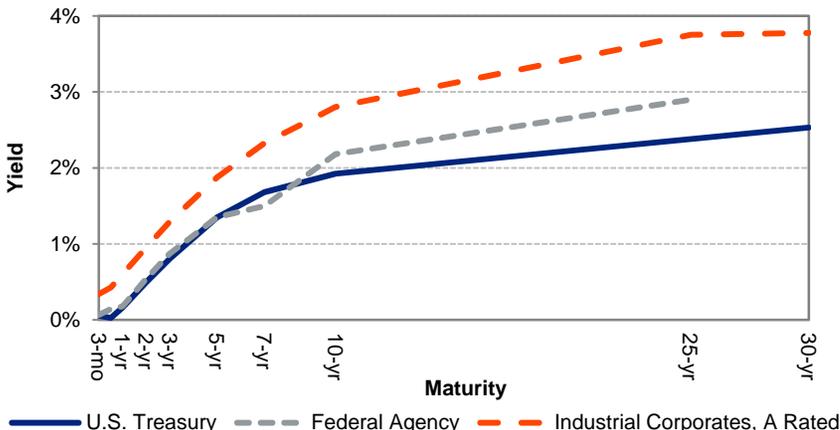
**U.S. Treasury Yield Curve**



**U.S. Treasury Yields**

Maturity	3/31/15	12/31/14	Change over Quarter	3/31/14	Change over Year
3-month	0.02%	0.04%	(0.02%)	0.03%	(0.01%)
1-year	0.23%	0.22%	0.01%	0.11%	0.12%
2-year	0.56%	0.67%	(0.11%)	0.42%	0.14%
5-year	1.37%	1.65%	(0.28%)	1.72%	(0.35%)
10-year	1.92%	2.17%	(0.25%)	2.72%	(0.80%)
30-year	2.54%	2.75%	(0.21%)	3.56%	(1.02%)

**Yield Curves as of 3/31/2015**



Source: Bloomberg

## BofA Merrill Lynch Index Returns

	As of 3/31/15		Returns for Periods ended 3/31/15		
	Duration	Yield	3 Month	1 Year	3 Years
<b>1-3 Year Indices</b>					
U.S. Treasury	1.87	0.55%	0.52%	1.00%	0.67%
Federal Agency	1.72	0.68%	0.54%	1.07%	0.74%
U.S. Corporates, A-AAA rated	2.05	1.24%	0.77%	1.43%	1.86%
Agency MBS (0 to 3 years)	2.07	1.36%	0.41%	1.25%	1.18%
Municipals	1.75	0.65%	0.26%	0.73%	0.88%
<b>1-5 Year Indices</b>					
U.S. Treasury	2.69	0.81%	0.92%	1.91%	1.02%
Federal Agency	2.15	0.84%	0.79%	1.77%	1.06%
U.S. Corporates, A-AAA rated	2.87	1.56%	1.20%	2.57%	2.64%
Agency MBS (0 to 5 years)	3.29	1.88%	0.83%	3.79%	2.20%
Municipals	2.54	0.95%	0.35%	1.24%	1.30%
<b>Master Indices (Maturities 1 Year or Greater)</b>					
U.S. Treasury	6.23	1.33%	1.75%	6.15%	2.57%
Federal Agency	3.72	1.21%	1.27%	4.07%	1.97%
U.S. Corporates, A-AAA rated	6.96	2.52%	2.18%	6.93%	4.84%
Agency MBS (0 to 30 years)	3.78	2.11%	1.00%	5.48%	2.51%
Municipals	6.80	2.18%	1.09%	6.90%	4.23%

Returns for periods greater than one year are annualized.

Source: BofA Merrill Lynch Indices

Source: BofA Merrill Lynch Indices

**Disclosures**

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# TAB II

## Executive Summary

### PORTFOLIO STRATEGY

- The City's Pooled Funds and Long Term Pooled Fund Portfolios are of high credit quality and invested in TexPool, U.S. Treasury, Federal Agency, and high quality commercial paper securities.
- The portfolio's duration was 80% of the benchmark's duration and is the primary reason for underperformance compared to the benchmark. Part of the strategy behind the shorter duration was to ensure liquidity was available if the City needed to draw on the portfolio again and protect market value as interest rates rise. PFM will continue to manage the portfolio with safety and liquidity in mind as interest rates rise. The Long Term Pooled Fund Portfolio's quarterly total return performance of 0.38%, underperformed the benchmark performance of 0.52% by 0.14%.
- The Pooled Funds Portfolio continues to provide the City with favorable yield relative to the benchmark. At quarter end, the portfolio had a Yield to Maturity at Cost of 0.27%, exceeding the Yield of its benchmark the TexPool by 22 basis points (0.22%).
- Macroeconomic conditions in the U.S. moderated throughout the quarter evidenced by lackluster economic data, Greek inspired geopolitical uncertainty, and a FOMC that indicated a tendency for lower rates throughout the period. The market reacted with a Treasury rally that sent yields across the curve generally lower; the impact being greater on longer maturities which continued to reflect persistently low inflation expectations.
- The FOMC has indicated a strong focus on their inflation mandate by removing its "patient" guidance in favor of a need to be "reasonably confident that inflation will move back to its two percent objective." This emphasis on what continues to be stubbornly low inflation, combined with the FOMC's more conservative projections for the future trajectory of the federal funds rate, formulates our market view that rates will remain in their current range in the coming months. With this expectation, we will maintain portfolio durations closer to their respective benchmarks in an effort to maximize investment income.
- We expect volatility to continue throughout the quarter; particularly around the announcement of key economic releases as market participants digest the impact not only on the timing of an initial FOMC rate hike, but also on the pace and rate of subsequent hikes as well. In a potentially turbulent market environment, we will respect well defined trading ranges; adding duration when rates are elevated, and remaining patient when rates are restrained. Additionally, we will stress security selection, exposure to non-government sectors, and yield curve placement, as we believe those factors will be the primary drivers of performance.
- PFM will continue to navigate the market environment with a keen focus on relative value sector analysis, prudent duration management, and efficient yield curve placement. While producing strong investment returns remains a priority, it is secondary to maintaining safety and liquidity, particularly in the current environment where we expect yields to trend higher.

## City of Rowlett, Texas

Investment Report - Quarter Ended March 31, 2015

## Summary Portfolio Statistics

Amortized Cost and Market Value Account Name	Amortized Cost <sup>1,2,3</sup>	Amortized Cost <sup>1,2,3</sup>	Market Value <sup>1,2,3</sup>	Market Value <sup>1,2,3</sup>	Duration (Years)
	March 31, 2015	December 31, 2014	March 31, 2015	December 31, 2014	March 31, 2015
Pooled Funds	\$3,497,850.59	\$5,894,492.09	\$3,498,560.40	\$5,895,463.70	0.220
Long Term Pooled Fund	13,629,614.74	13,621,399.45	13,676,145.24	13,638,244.88	1.420
TexPool	15,400,710.76	11,339,136.63	15,400,710.76	11,339,136.63	0.003
<b>Total</b>	<b>\$32,528,176.09</b>	<b>\$30,855,028.17</b>	<b>\$32,575,416.40</b>	<b>\$30,872,845.21</b>	<b>0.621</b>

Yields Account Name	Yield to Maturity at Cost <sup>4</sup>	Yield to Maturity at Cost <sup>4</sup>	Yield to Maturity at Market	Yield to Maturity at Market	Duration (Years)
	March 31, 2015	December 31, 2014	March 31, 2015	December 31, 2014	December 31, 2014
Pooled Funds	0.27%	0.25%	0.17%	0.20%	0.350
Long Term Pooled Fund	0.67%	0.67%	0.45%	0.60%	1.670
TexPool <sup>5</sup>	0.05%	0.04%	0.05%	0.04%	0.003
<b>Weighted Average YTM</b>	<b>0.33%</b>	<b>0.36%</b>	<b>0.23%</b>	<b>0.32%</b>	<b>0.806</b>

Monthly Interest earnings YTD<sup>6,7</sup>

October 2013	\$36,599.01	April 2014	
November 2013	\$19,783.63	May 2014	
December 2013	(\$28,907.00)	June 2014	
January 2014	\$52,987.54	July 2014	
February 2014	(\$18,481.25)	August 2014	
March 2014	\$19,376.19	September 2014	

**Total Fiscal Year Net Earnings** \$81,358.12

## Notes:

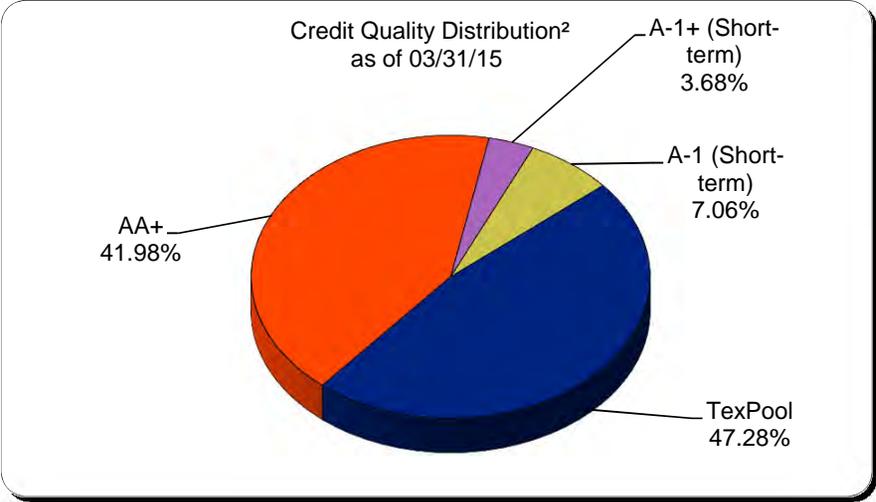
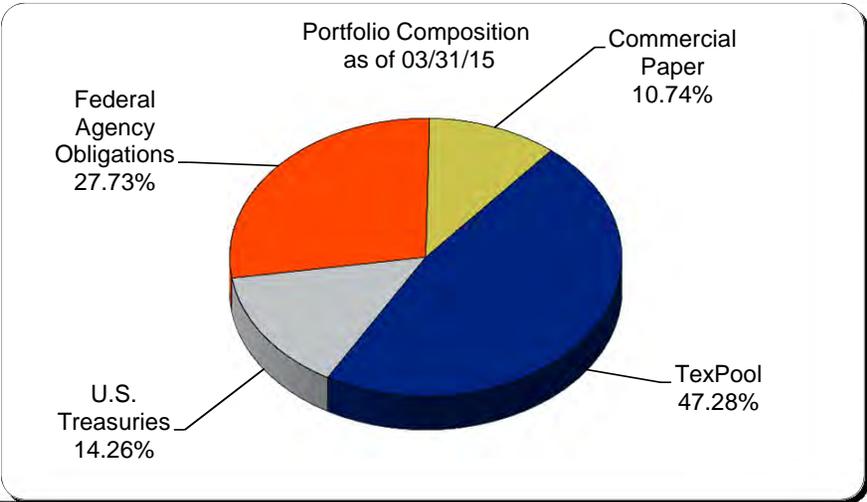
1. On a trade-date basis, including accrued interest.
2. In order to comply with GASB accrual accounting reporting requirements; forward settling trades are included in the monthly balances.
3. Excludes any money market fund/cash balances held in custodian account.
4. Past performance is not indicative of future results.
5. TexPool yield is obtained from www.texpool.com.
6. Earnings are calculated on a cash basis and are subject to the receipt of coupon payments, maturities within the portfolio, and money market fund balances.
7. Earnings are net of fees.

## Summary Portfolio Amortized Cost and Market Value Analysis

MONEY MARKET FUNDS					12/31/2014	12/31/2014	12/31/2014	3/31/2015	3/31/2015	3/31/2015	CHANGE IN
CUSIP	DESCRIPTION	PAR	COUPON	MATURITY DATE	ACCRUED INTEREST	AMORTIZED COST	MARKET VALUE	ACCRUED INTEREST	AMORTIZED COST	MARKET VALUE	MARKET VALUE
TEXPOOL	TEXPOOL				\$0.00	\$11,339,136.63	\$11,339,136.63	\$0.00	\$15,400,710.76	\$15,400,710.76	35.82%
					\$0.00	\$11,339,136.63	\$11,339,136.63	\$0.00	\$15,400,710.76	\$15,400,710.76	35.82%
<b>TOTAL</b>					<b>\$0.00</b>	<b>\$11,339,136.63</b>	<b>\$11,339,136.63</b>	<b>\$0.00</b>	<b>\$15,400,710.76</b>	<b>\$15,400,710.76</b>	<b>35.82%</b>
<b>POOLED FUNDS</b>											
<b>COMMERCIAL PAPER</b>											
46640QKH3	JP MORGAN SECURITIES LLC COMM PAPER	\$1,300,000.00	0.000	07/17/15	0.00	1,297,652.42	1,298,355.50	0.00	1,298,724.92	1,299,087.40	0.06%
89233HT12	TOYOTA MOTOR CREDIT CORP COMM	1,200,000	0.000	06/01/15	0.00	1,198,842.34	1,198,981.20	0.00	1,199,532.34	1,199,802.00	0.07%
06538CMG3	BANK OF TOKYO MITSUBISHI COMM PAPER	1,200,000	0.000	12/16/14	0.00	1,199,457.34	1,199,475.60	0.00	0.00	0.00	0.00%
90262DT13	UBS FINANCE DELAWARE LLC COMM PAPER	1,000,000	0.000	06/01/15	0.00	998,993.33	998,895.00	0.00	999,593.33	999,671.00	0.08%
36959JQA4	GENERAL ELEC CAP CORP COMM PAPER	1,200,000	0.000	03/10/15	0.00	1,199,546.66	1,199,756.40	0.00	0.00	0.00	0.00%
		\$5,900,000			\$0.00	\$5,894,492.09	\$5,895,463.70	\$0.00	\$3,497,850.59	\$3,498,560.40	-40.66%
<b>TOTAL</b>		<b>\$5,900,000</b>			<b>\$0.00</b>	<b>\$5,894,492.09</b>	<b>\$5,895,463.70</b>	<b>\$0.00</b>	<b>\$3,497,850.59</b>	<b>\$3,498,560.40</b>	<b>-40.657%</b>
<b>LONG TERM POOLED FUND</b>											
<b>FED AGY BOND/NOTE</b>											
3135G0VA8	FANNIE MAE GLOBAL NOTES	\$1,000,000.00	0.500	03/30/16	\$1,263.89	\$1,001,190.12	\$1,001,000.00	\$13.89	\$1,000,952.14	\$1,001,776.00	0.08%
3135G0VA8	FANNIE MAE GLOBAL NOTES	2,000,000	0.500	03/30/16	2,527.78	1,999,343.36	2,002,000.00	27.78	1,999,474.56	2,003,552.00	0.08%
3137EADQ9	FREDDIE MAC GLOBAL NOTES	2,000,000	0.500	05/13/16	1,333.33	1,999,113.16	2,000,704.00	3,833.33	1,999,274.92	2,002,538.00	0.09%
3133834R9	FEDERAL HOME LOAN BANK GLOBAL NOTES	2,000,000	0.375	06/24/16	145.83	1,994,251.48	1,995,112.00	2,020.83	1,995,219.34	1,998,898.00	0.19%
3137EADS5	FHLMC NOTES	2,000,000	0.875	10/14/16	3,743.06	2,002,145.66	2,007,456.00	8,118.06	2,001,847.38	2,011,206.00	0.19%
		\$9,000,000			\$9,013.89	\$8,996,043.78	\$9,006,272.00	\$14,013.89	\$8,996,768.34	\$9,017,970.00	0.13%
<b>US TSY BOND/NOTE</b>											
912828SC5	US TREASURY NOTES	\$1,595,000.00	0.875	1/31/2017	\$5,840.39	\$1,596,247.10	\$1,599,611.15	\$2,313.19	\$1,596,100.02	\$1,605,466.39	0.37%
912828RU6	US TREASURY NOTES	1,500,000	0.875	11/30/2016	1,153.85	1,503,451.20	1,506,562.50	4,399.04	1,503,007.56	1,510,195.50	0.24%
912828WP1	US TREASURY NOTES	1,510,000	0.009	6/15/2017	617.07	1,509,032.17	1,509,174.03	3,883.89	1,509,128.81	1,517,903.34	0.58%
		\$3,095,000			\$7,611.31	\$4,608,730.47	\$4,615,347.68	\$10,596.12	\$4,608,236.39	\$4,633,565.23	0.39%
<b>TOTAL</b>		<b>\$12,095,000</b>			<b>\$16,625.20</b>	<b>\$13,604,774.25</b>	<b>\$13,621,619.68</b>	<b>\$24,610.01</b>	<b>\$13,605,004.73</b>	<b>\$13,651,535.23</b>	<b>0.220%</b>
<b>TOTAL PORTFOLIO</b>		<b>\$17,995,000</b>			<b>\$16,625.20</b>	<b>\$30,838,402.97</b>	<b>\$30,856,220.01</b>	<b>\$24,610.01</b>	<b>\$32,503,566.08</b>	<b>\$32,550,806.39</b>	<b>5.49%</b>

Summary Portfolio Composition and Credit Quality Characteristics

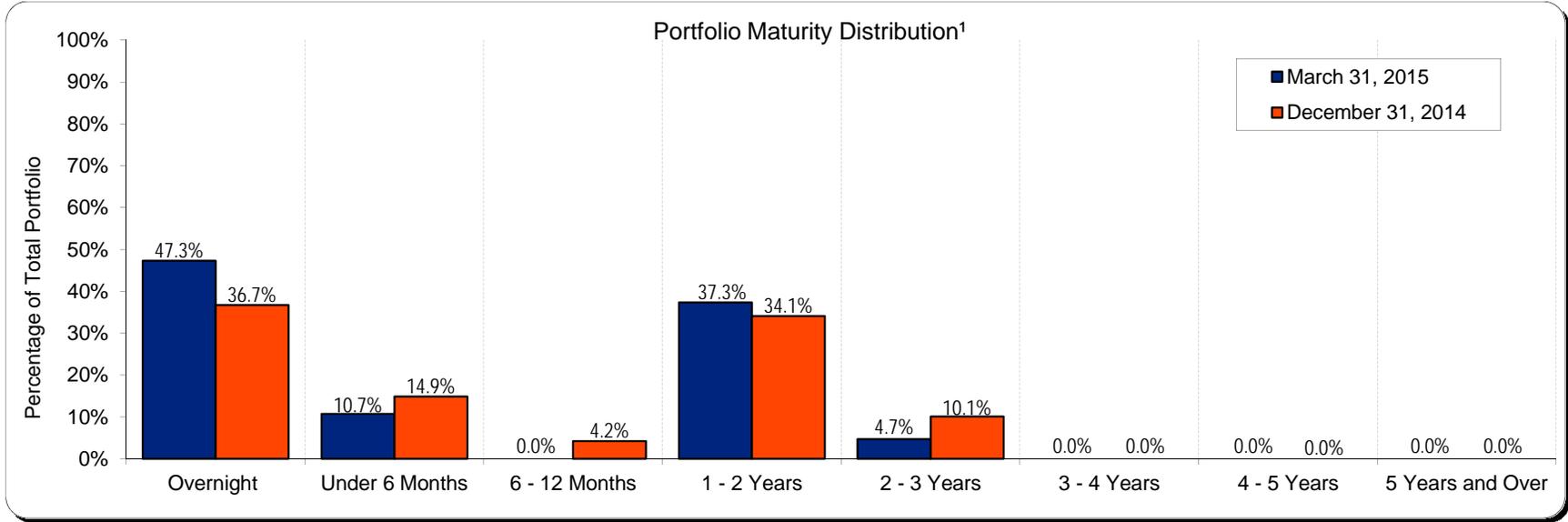
<u>Security Type<sup>1</sup></u>	<u>March 31, 2015</u>	<u>% of Portfolio</u>	<u>December 31, 2014</u>	<u>% of Portfolio</u>
U.S. Treasuries	\$4,644,161.35	14.3%	\$4,622,958.99	4.4%
Federal Agencies	9,031,983.89	27.7%	9,015,285.89	49.1%
Commercial Paper	3,498,560.40	10.7%	5,895,463.70	0.0%
Certificates of Deposit	0.00	0.0%	0.00	0.0%
Bankers Acceptances	0.00	0.0%	0.00	0.0%
Repurchase Agreements	0.00	0.0%	0.00	0.0%
Municipal Obligations	0.00	0.0%	0.00	0.0%
Corporate Notes/Bonds	0.00	0.0%	0.00	0.0%
Mortgage Backed	0.00	0.00%	0.00	0.0%
TexPool	15,400,710.76	47.3%	11,339,136.63	46.5%
<b>Totals</b>	<b>\$32,575,416.40</b>	<b>100.0%</b>	<b>\$30,872,845.21</b>	<b>100.0%</b>



Notes:  
 1. End of quarter trade-date market values of portfolio holdings, including accrued interest.  
 2. Credit rating of securities held in portfolio, exclusive of money market fund/LGIP. Standard & Poor's is the source of the credit ratings.

Summary Portfolio Maturity Distribution

<u>Maturity Distribution<sup>1</sup></u>	<u>March 31, 2015</u>	<u>December 31, 2014</u>
Overnight (Money Market Fund)	\$15,400,710.76	\$11,339,136.63
Under 6 Months	3,498,560.40	4,597,108.20
6 - 12 Months	0.00	1,298,355.50
1 - 2 Years	12,154,358.01	10,523,002.24
2 - 3 Years	1,521,787.23	3,115,242.64
3 - 4 Years	0.00	0.00
4 - 5 Years	0.00	0.00
5 Years and Over	0.00	0.00
<b>Totals</b>	<b>\$32,575,416.40</b>	<b>\$30,872,845.21</b>



Notes:

1. Callable securities in portfolio are included in the maturity distribution analysis to their stated maturity date, although they may be called prior to maturity.

Summary Portfolio General Ledger Entries<sup>1</sup>

<b>Earnings Calculation</b>		<b>Market Value Basis</b>	<b>Source Document</b>
<b>1/31/2015</b>			
January Market Value		43,370,509.89	1 Account Summary Page
January Accrued Interest		17,233.05	2 Account Summary Page
Less (Purchases & Deposits)		(12,468,442.10)	3 Security Transactions & Interest
Less Purchased Interest		-	4 Security Transactions & Interest
Add (Sales, Maturities, Paydowns, Withdrawals)		-	5 Security Transactions & Interest
Add Interest Receipts		7,858.22	6 Security Transactions & Interest
Less December Market Value		(30,856,220.01)	7 Account Summary Page
Less December Accrued Interest		(16,625.20)	8 Account Summary Page
<b>Earnings</b>		<b>54,313.85</b>	

<b>Change in Investment Market Value</b>	<b>12,514,289.88</b>	(1 - 7)
<b>Change in Accrued Interest</b>	<b>607.85</b>	(2 - 8)
<b>Change in Cash</b>	<b>(12,460,583.88)</b>	(sum 3 thru 6)

<b>Investment Entries</b>		<b>Debit</b>	<b>Credit</b>	<b>Source Document</b>
<i>To Record Investment Activity</i>				
Cash			12,468,442.10	Security Transactions & Interest
Investments	12,514,289.88			Amortization/Accretion
Investment Income			45,847.78	Earnings
To record investment income/changes				
Cash	7,858.22			Security Transactions & Interest
Accrued Interest	607.85			Accrued Interest Difference
Investment Income			8,466.07	Earnings
To record interest income/changes				

## Notes:

1. Earnings are calculated using Market Value. This includes unrealized gains and losses, and income.

Summary Portfolio General Ledger Entries<sup>1</sup>

<b>Earnings Calculation</b>		<b>Market Value Basis</b>	<b>Source Document</b>
<b>2/28/2015</b>			
February Market Value		34,540,652.79	1 Account Summary Page
February Accrued Interest		24,505.15	2 Account Summary Page
Less (Purchases & Deposits)		(1,798,256.61)	3 Security Transactions & Interest
Less Purchased Interest		-	4 Security Transactions & Interest
Add (Sales, Maturities, Paydowns, Withdrawals)		10,603,781.99	5 Security Transactions & Interest
Add Interest Receipts		656.54	6 Security Transactions & Interest
Less January Market Value		(43,371,389.98)	7 Account Summary Page
Less January Accrued Interest		(17,233.05)	8 Account Summary Page
<b>Earnings</b>		<b>(17,283.17)</b>	
<b>Change in Investment Market Value</b>		<b>-8,830,737.19</b>	(1 - 7)
<b>Change in Accrued Interest</b>		<b>7,272.10</b>	(2 - 8)
<b>Change in Cash</b>		<b>8,806,181.92</b>	(sum 3 thru 6)
<b>Investment Entries</b>			
<i>To Record Investment Activity</i>		<b>Debit</b>	<b>Credit</b>
Cash	8,805,525.38		Security Transactions & Interest
Investments		8,830,737.19	Amortization/Accretion
Investment Income	25,211.81		Earnings
To record investment income/changes			
Cash	656.54		Security Transactions & Interest
Accrued Interest	7,272.10		Accrued Interest Difference
Investment Income		7,928.64	Earnings
To record interest income/changes			

## Notes:

1. Earnings are calculated using Market Value. This includes unrealized gains and losses, and income.

Summary Portfolio General Ledger Entries<sup>1</sup>

<b>Earnings Calculation</b>		<b>Market Value Basis</b>	<b>Source Document</b>
<b>3/31/2015</b>			
March Market Value		32,550,184.30	1 Account Summary Page
March Accrued Interest		24,610.01	2 Account Summary Page
Less (Purchases & Deposits)		(396,498.69)	3 Security Transactions & Interest
Less Purchased Interest		-	4 Security Transactions & Interest
Add (Sales, Maturities, Paydowns, Withdrawals)		2,400,000.00	5 Security Transactions & Interest
Add Interest Receipts		8,122.09	6 Security Transactions & Interest
Less February Market Value		(34,541,309.33)	7 Account Summary Page
Less February Accrued Interest		(24,505.15)	8 Account Summary Page
<b>Earnings</b>		<b>20,603.23</b>	
<b>Change in Investment Market Value</b>		<b>(1,991,125.03)</b>	(1 - 7)
<b>Change in Accrued Interest</b>		<b>104.86</b>	(2 - 8)
<b>Change in Cash</b>		<b>2,011,623.40</b>	(sum 3 thru 6)
<b>Investment Entries</b>			
<i>To Record Investment Activity</i>		<b>Debit</b>	<b>Credit</b>
Cash	2,003,501.31		Security Transactions & Interest
Investments		1,991,125.03	Amortization/Accretion
Investment Income		12,376.28	Earnings
To record investment income/changes			
Cash	8,122.09		Security Transactions & Interest
Accrued Interest	104.86		Accrued Interest Difference
Investment Income		8,226.95	Earnings
To record interest income/changes			

## Notes:

1. Earnings are calculated using Market Value. This includes unrealized gains and losses, and income.

## City of Rowlett, Texas

## Investment Report - Quarter Ended March 31, 2015

## Pooled Funds Portfolio Statistics

<u>Account Name</u>	<b>Amortized Cost<sup>1,2,3</sup> March 31, 2015</b>	Amortized Cost <sup>1,2,3</sup> December 31, 2014	<b>Market Value<sup>1,2,3</sup> March 31, 2015</b>	Market Value <sup>1,2,3</sup> December 31, 2014	<b>Duration (Years) March 31, 2015</b>
Pooled Funds	<b>\$3,497,850.59</b>	\$5,894,492.09	<b>\$3,498,560.40</b>	\$5,895,463.70	<b>0.22</b>

<u>Account Name</u>	<b>Yield to Maturity at Cost<sup>4</sup> March 31, 2015</b>	Yield to Maturity at Cost <sup>4</sup> December 31, 2014	<b>Yield to Maturity at Market March 31, 2015</b>	Yield to Maturity at Market December 31, 2014	Duration (Years) December 31, 2014
Pooled Funds	<b>0.27%</b>	0.25%	<b>0.17%</b>	0.20%	0.35

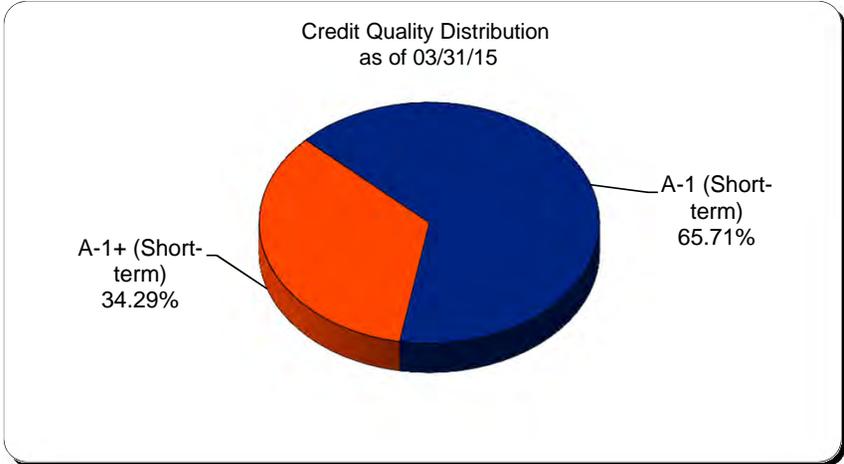
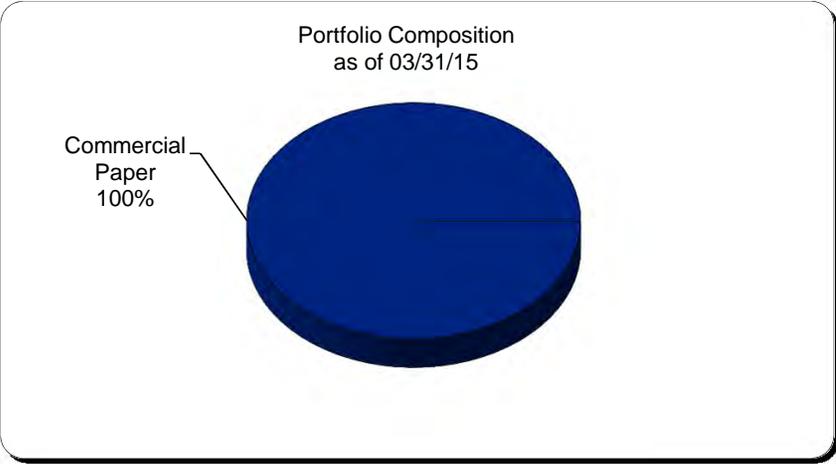
<u>Benchmarks<sup>5</sup></u>	<b>March 31, 2015</b>	December 31, 2014
TexPool <sup>6</sup>	<b>0.05%</b>	0.04%

## Notes:

1. On a trade-date basis, including accrued interest.
2. In order to comply with GASB accrual accounting reporting requirements; forward settling trades are included in the monthly balances.
3. Excludes any money market fund/cash balances held in custodian account.
4. Past performance is not indicative of future results.
5. Yields presented on an annualized basis as of March 31, 2015.
6. TexPool yield is obtained from www.texpool.com.

Pooled Funds Portfolio Composition and Credit Quality Characteristics

<u>Security Type<sup>1</sup></u>	<u>March 31, 2015</u>	<u>% of Portfolio</u>	<u>December 31, 2014</u>	<u>% of Portfolio</u>
U.S. Treasuries	\$0.00	0.00%	\$0.00	0.00%
Federal Agencies	0.00	0.00%	0.00	0.00%
Commercial Paper	3,498,560.40	100.00%	5,895,463.70	100.00%
Commercial Paper - TLGP	0.00	0.00%	0.00	0.00%
Certificates of Deposit	0.00	0.00%	0.00	0.00%
Bankers Acceptances	0.00	0.00%	0.00	0.00%
Repurchase Agreements	0.00	0.00%	0.00	0.00%
Municipal Obligations	0.00	0.00%	0.00	0.00%
Corporate Notes/Bonds	0.00	0.00%	0.00	0.00%
Mortgage Backed	0.00	0.00%	0.00	0.00%
Money Market Fund/Cash	0.00	0.00%	0.00	0.00%
<b>Totals</b>	<b>\$3,498,560.40</b>	<b>100.00%</b>	<b>\$5,895,463.70</b>	<b>100.00%</b>

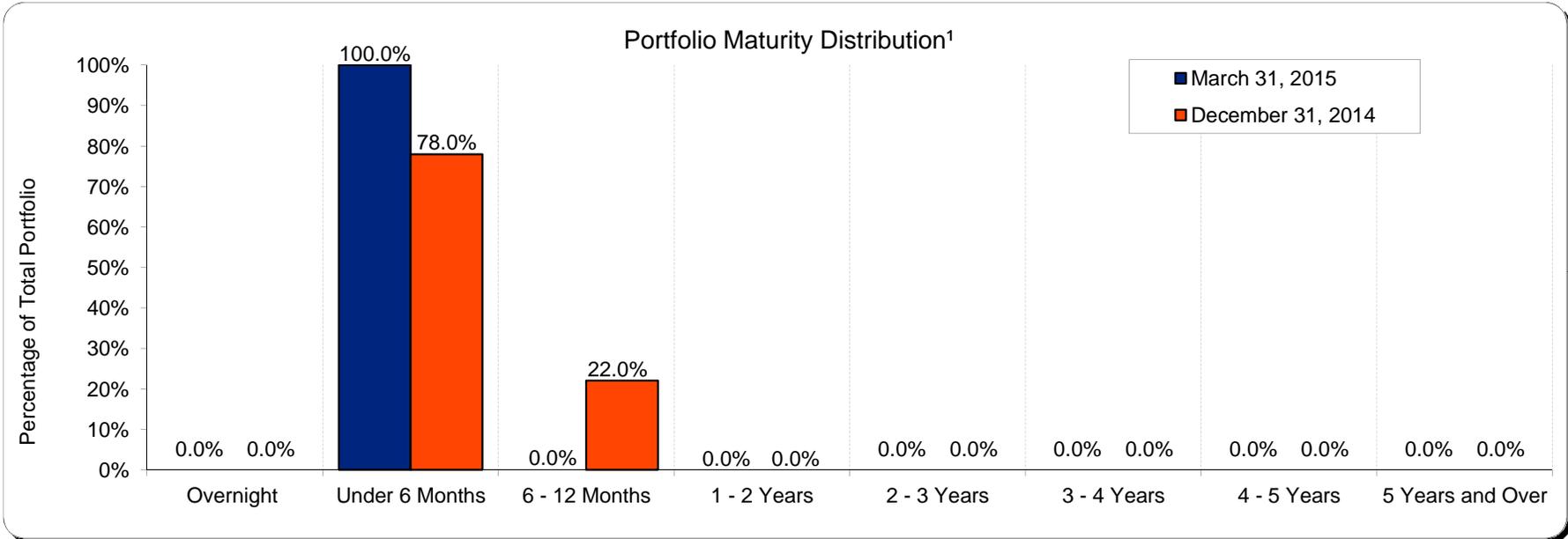


Notes:

- 1. End of quarter trade-date market values of portfolio holdings, including accrued interest.
- 2. Credit rating of securities held in portfolio, exclusive of money market fund/LGIP. Standard & Poor's is the source of the credit ratings.

Pooled Funds Portfolio Maturity Distribution

<u>Maturity Distribution<sup>1</sup></u>	<u>March 31, 2015</u>	<u>December 31, 2014</u>
Overnight (Money Market Fund)	\$0.00	\$0.00
Under 6 Months	3,498,560.40	4,597,108.20
6 - 12 Months	0.00	1,298,355.50
1 - 2 Years	0.00	0.00
2 - 3 Years	0.00	0.00
3 - 4 Years	0.00	0.00
4 - 5 Years	0.00	0.00
5 Years and Over	0.00	0.00
<b>Totals</b>	<b>\$3,498,560.40</b>	<b>\$5,895,463.70</b>



Notes:

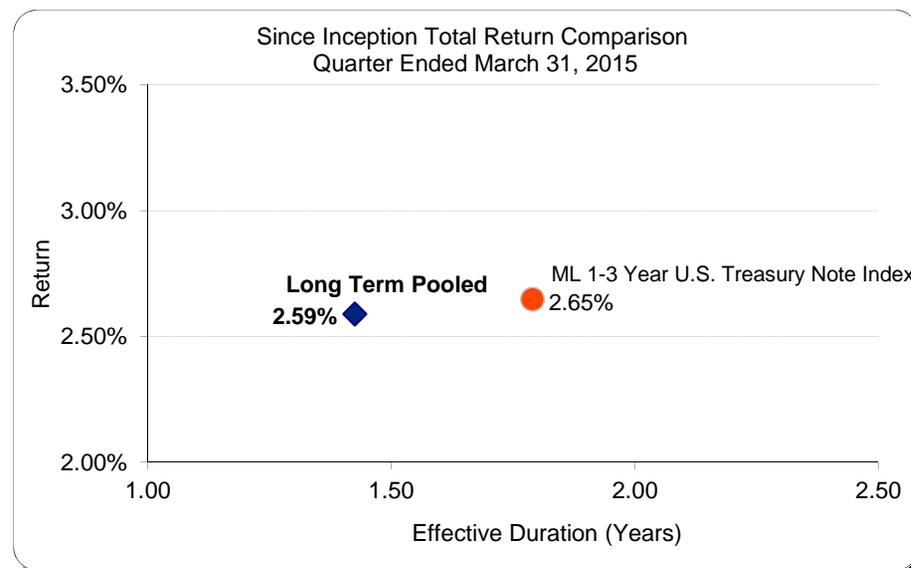
1. Callable securities in portfolio are included in the maturity distribution analysis to their stated maturity date, although they may be called prior to maturity.

Long Term Pooled Fund Portfolio Performance

Total Portfolio Value <sup>1</sup>	March 31, 2015	December 31, 2014
Market Value	\$13,676,145.24	\$13,638,244.88
Amortized Cost	\$13,629,614.74	\$13,621,399.45

Total Return <sup>2,3,4,5</sup>	Quarterly Return March 31, 2015	Last 12 Months	Last 2 Years	Last 5 Years	Last 7 Years	Since Inception June 30, 2006
Long Term Pooled Fund	0.38%	0.89%	0.65%	0.94%	1.50%	2.59%
Merrill Lynch 1-3 Year U.S. Treasury Note Index	0.52%	1.00%	0.69%	1.02%	1.44%	2.65%

Effective Duration(Years) <sup>4,5</sup>	March 31, 2015	December 31, 2014	Yields	March 31, 2015	December 31, 2014
Long Term Pooled Fund	1.43	1.67	Yield at Market	0.45%	0.60%
Merrill Lynch 1-3 Year U.S. Treasury Note Index	1.79	1.82	Yield at Cost	0.67%	0.67%
Portfolio Duration % of Benchmark Duration	80%	92%			

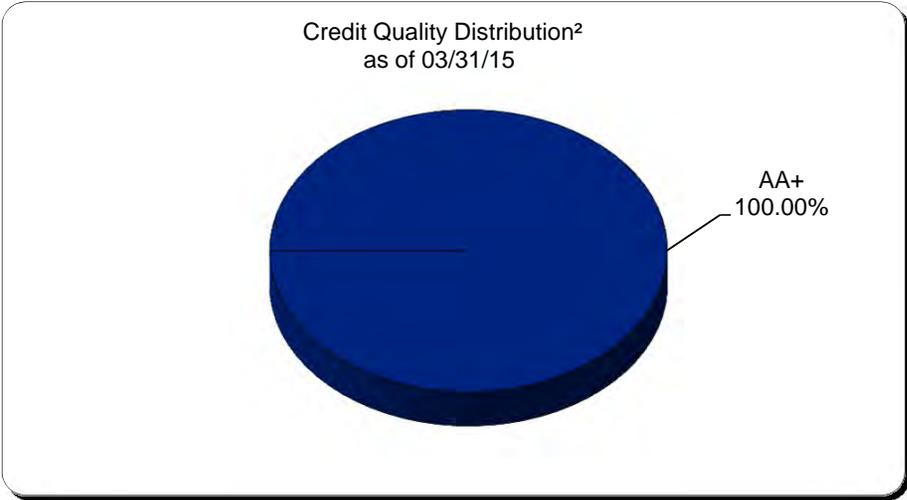
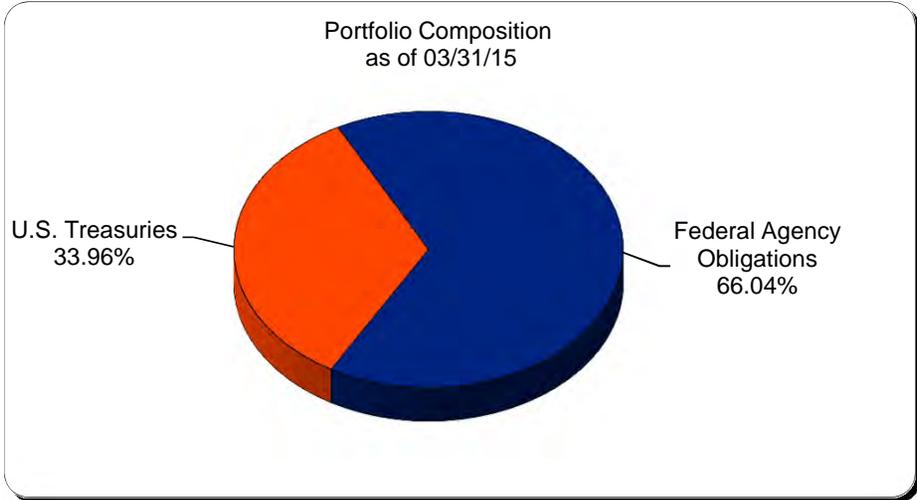


Notes:

1. In order to comply with GASB accrual accounting reporting requirements; forward settling trades are included in the monthly balances. End of quarter trade-date market values of portfolio holdings, including accrued interest.
2. Performance on trade date basis, gross (i.e., before fees), is in accordance with The CFA Institute's Global Investment Performance Standards (GIPS). Quarterly returns are presented on an unannualized basis. Returns presented for 12 months or longer are presented on an annual basis. Past performance is not indicative of future results.
3. Since Inception the benchmark has been the Merrill Lynch 1-3 Year U.S. Treasury Note.
4. Merrill Lynch Indices provided by Bloomberg Financial Markets.
5. Excludes money market fund/cash in performance and duration computations.

Long Term Pooled Fund Portfolio Composition and Credit Quality Characteristics

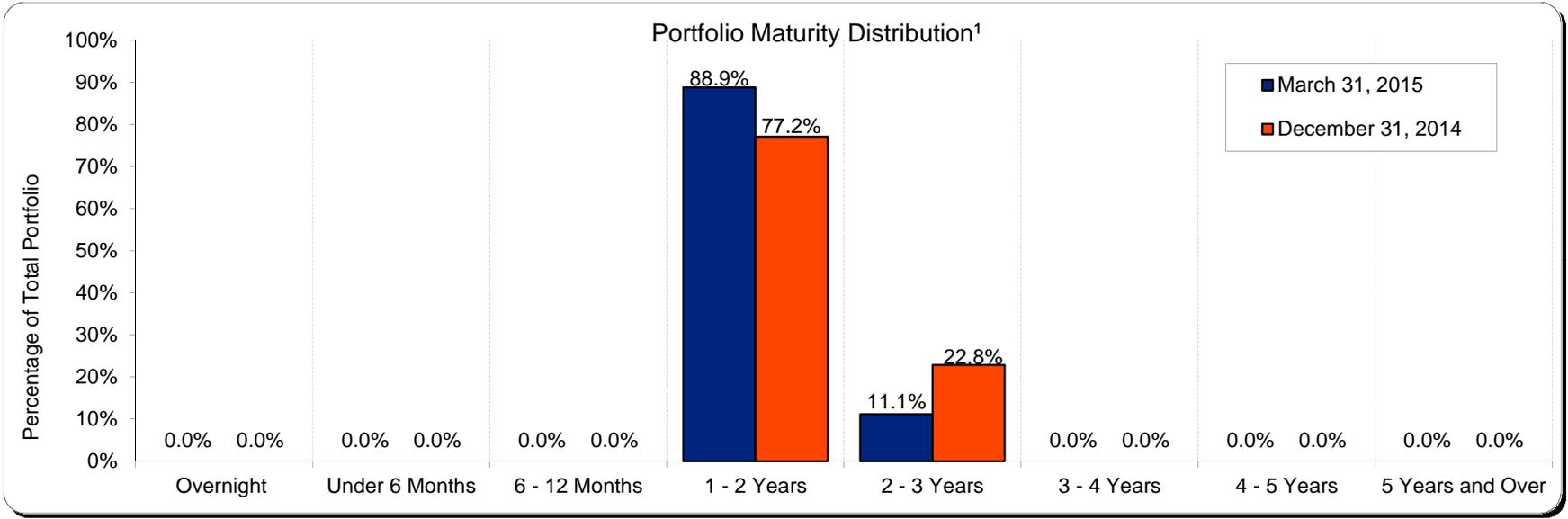
<u>Security Type<sup>1</sup></u>	<u>March 31, 2015</u>	<u>% of Portfolio</u>	<u>December 31, 2014</u>	<u>% of Portfolio</u>
U.S. Treasuries	\$4,644,161.35	34.0%	\$4,622,958.99	33.9%
Federal Agencies	9,031,983.89	66.0%	9,015,285.89	66.1%
Commercial Paper	0.00	0.0%	0.00	0.0%
Certificates of Deposit	0.00	0.0%	0.00	0.0%
Bankers Acceptances	0.00	0.0%	0.00	0.0%
Repurchase Agreements	0.00	0.0%	0.00	0.0%
Municipal Obligations	0.00	0.0%	0.00	0.0%
Corporate Notes/Bonds	0.00	0.0%	0.00	0.0%
Mortgage Backed	0.00	0.0%	0.00	0.0%
Money Market Fund/Cash	0.00	0.0%	0.00	0.0%
<b>Totals</b>	<b>\$13,676,145.24</b>	<b>100.0%</b>	<b>\$13,638,244.88</b>	<b>100.0%</b>



Notes:  
 1. End of quarter trade-date market values of portfolio holdings, including accrued interest.  
 2. Credit rating of securities held in portfolio, exclusive of money market fund/LGIP. Standard & Poor's is the source of the credit ratings.

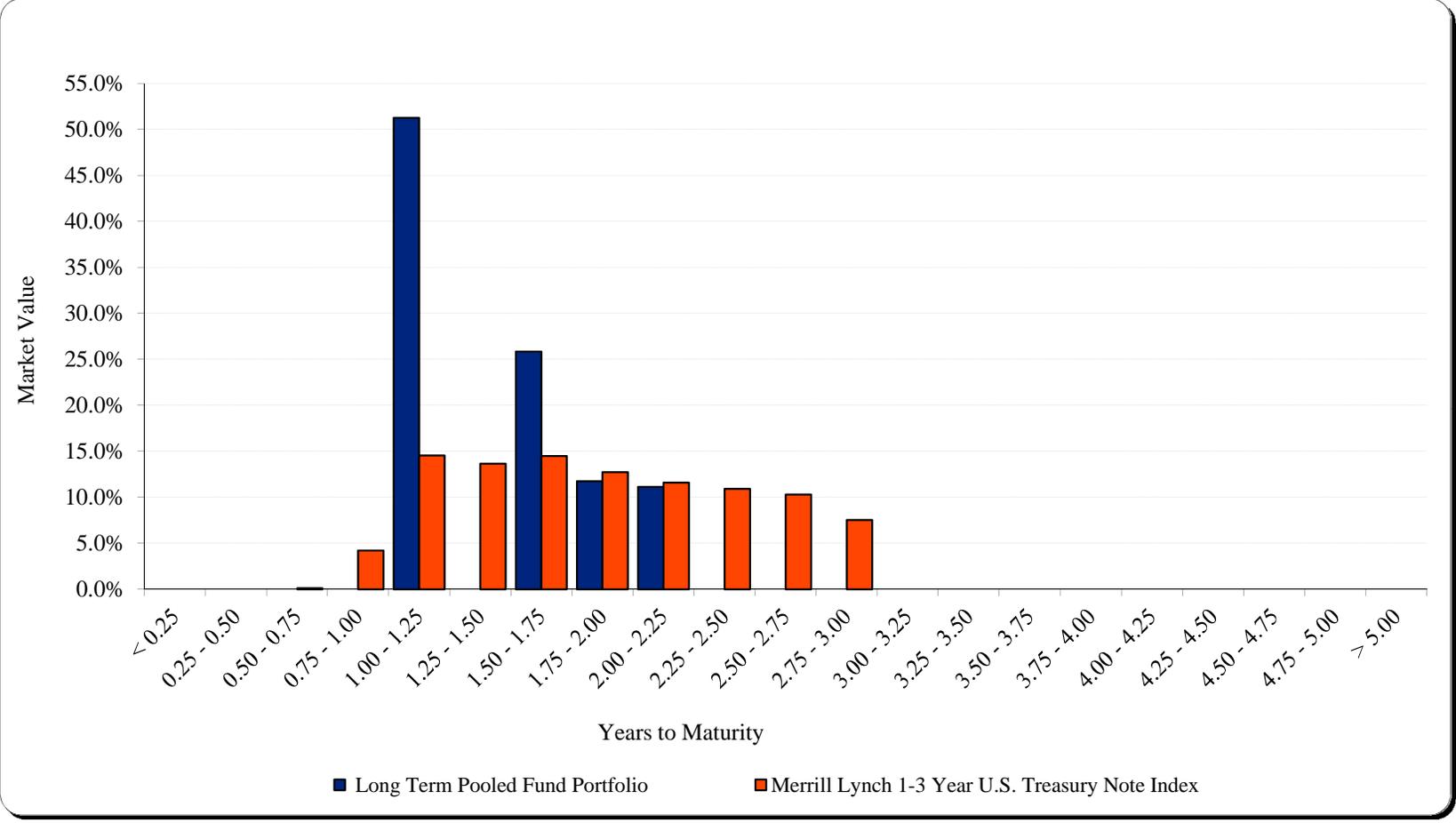
Long Term Pooled Fund Portfolio Maturity Distribution

<u>Maturity Distribution<sup>1</sup></u>	<u>March 31, 2015</u>	<u>December 31, 2014</u>
Overnight (Money Market Fund)	\$0.00	\$0.00
Under 6 Months	0.00	0.00
6 - 12 Months	0.00	0.00
1 - 2 Years	12,154,358.01	10,523,002.24
2 - 3 Years	1,521,787.23	3,115,242.64
3 - 4 Years	0.00	0.00
4 - 5 Years	0.00	0.00
5 Years and Over	0.00	0.00
<b>Totals</b>	<b>\$13,676,145.24</b>	<b>\$13,638,244.88</b>



Notes:  
 1. Callable securities in portfolio are included in the maturity distribution analysis to their stated maturity date, although they may be called prior to maturity.

Long Term Pooled Fund Portfolio Maturity Distribution versus the Benchmark<sup>1</sup>



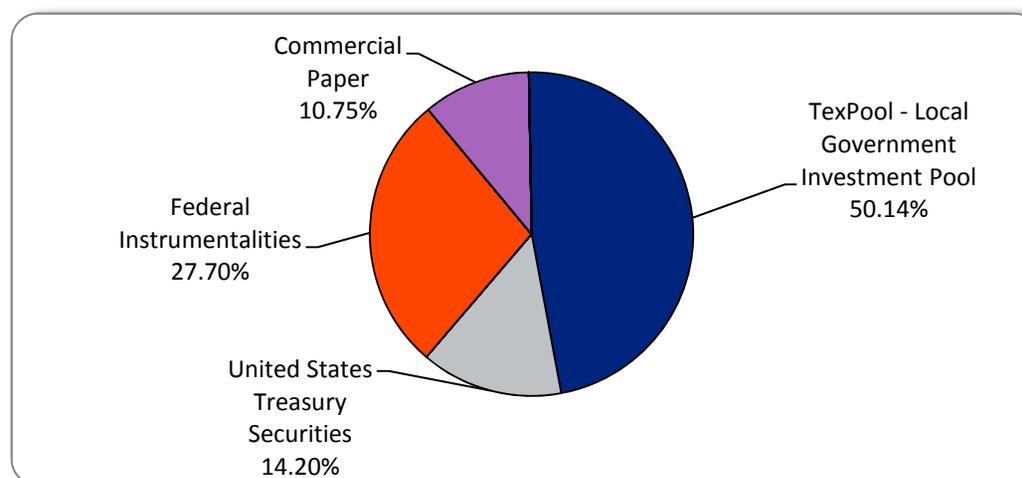
Notes:

1. Due to the nature of the security, Mortgage-Backed Securities are represented based on their average life maturity rather than their final maturity.



## City of Rowlett, Texas

## Asset Allocation as of March 31, 2015\*



Security Type <sup>1</sup>	Amortized Cost (Includes Interest)	Allocation Percentage	Notes	Permitted by Policy	In Compliance
TexStar - Local Government Investment Pool	-	0.00%		100%	YES
TexPool - Local Government Investment Pool	15,400,710.76	47.35%		100%	YES
United States Treasury Securities	4,618,832.51	14.20%		100%	YES
United States Government Agency Securities	-	0.00%		100%	YES
Federal Instrumentalities	9,010,782.23	27.70%	2	100%	YES
Mortgage-Backed Securities	-	0.00%	2,3	20%	YES
Certificates of Deposit	-	0.00%		20%	YES
Repurchase Agreements	-	0.00%		20%	YES
Commercial Paper	3,497,850.59	10.75%		25%	YES
Corporate Notes TLGP - FDIC Insured	-	0.00%		50%	YES
Bankers' Acceptances	-	0.00%		25%	YES
State and/or Local Government Debt	-	0.00%		25%	YES
Fixed Income Money Market Mutual Funds	-	0.00%		50%	YES

## Notes:

1. End of month trade-date amortized cost of portfolio holdings, including accrued interest.

2. The combined total of Federal Instrumentalities and Mortgage Backed Securities can not be more than 100%. The combined total as of March 31, 2015 is 27.70%.

3. The Investment Policy does allow for Government and Federal Agency mortgage backed securities (MBS). Which is limited to GNMA, FHLMC, and FNMA mortgage backed securities. GNMA securities have the full faith and credit of the United States Treasury. As of September 6, 2008, FHLMC and FNMA have been under conservatorship with the United States Treasury. PFM has imposed an internal maximum allocation limit of 20% in MBS'. PFM will notify the City prior to adding MBS' to the portfolio.

purchase. PFM purchased a Toyota Commercial Paper on March 7, 2014. We confirmed with the City the current balance at TexPool was \$18.8 million. This was enough to purchase the Toyota Commercial Paper in compliance with the Investment Policy. The TexPool balance dropped down to \$17.2 million by the end of March. This pushed the Toyota Commercial Paper over the permitted limit.



## City of Rowlett, Texas

## Asset Allocation as of March 31, 2015\*

<b>Individual Issuer Breakdown</b>	<b>Amortized Cost (Includes Interest)</b>	<b>Allocation Percentage</b>	<b>Notes</b>	<b>Permitted by Policy</b>	<b>In Compliance</b>
Government National Mortgage Association (GNMA)	-	0.00%		40%	YES
Federal Farm Credit Bank (FFCB)	-	0.00%		40%	YES
Federal Home Loan Bank (FHLB)	1,997,240.17	6.14%		40%	YES
Federal National Mortgage Association (FNMA)	3,000,468.37	9.22%		40%	YES
Federal Home Loan Mortgage Corporation (FHLMC)	4,013,073.69	12.34%		40%	YES
JP Morgan Securities Commercial Paper	1,298,724.92	3.99%		5%	YES
UBS Financial Commercial Paper	999,593.33	3.07%		5%	YES
Toyota Commercial Paper	1,199,532.34	3.69%		5%	YES

## Notes:

1. End of month trade-date amortized cost of portfolio holdings, including accrued interest.
2. The combined total of Federal Instrumentalities and Mortgage Backed Securities can not be more than 100%. The combined total as of March 31, 2015 is 27.70%.
3. The Investment Policy does allow for Government and Federal Agency mortgage backed securities (MBS'). Which is limited to GNMA, FHLMC, and FNMA mortgage backed securities. GNMA securities have the full faith and credit of the United States Treasury. As of September 6, 2008, FHLMC and FNMA have been under conservatorship with the United States Treasury. PFM has imposed an internal maximum allocation limit of 20% in MBS'. PFM will notify the City prior to adding MBS' to the portfolio.

**Investment Officer's Certification**

This report is prepared for City of Rowlett (the "City") in accordance with Chapter 2256 of the Public Funds Investment Act ("PFIA"). Section 2256.023(a) of the PFIA states that "Not less than quarterly, the investment officer shall prepare and submit to the governing body of the entity a written report of the investment transactions for all funds covered by this chapter for the preceding reporting period." This report which covers the month ended March 31, 2015, is signed by the City's investment officers and includes the disclosures required in the PFIA.

The investment portfolio complied with the PFIA and the City's approved Investment Policy and Strategy throughout the month. All investment transactions made in the City's portfolio during this month were made on behalf of the City and were made in full compliance with the PFIA and the City's approved Investment Policy.

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Alan Guard, Chief Financial Officer

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Wendy Badgett, Assistant Finance Director

# TAB III

Insert Month End Statement here to complete the report.

In consideration of the safety and security of our client's sensitive information, PFM Asset Management's compliance department does not allow the inclusion of month end statements in any electronic communication including this version of the quarterly performance report.

Statements are available online at **www.pfm.com** login and click on the link to "Monthly Statements" on the left side of the screen.

The most current statements are always available to the client online, however they can only be accessed with the designated username and password.

# TAB IV



**City of Rowlett**  
**Staff Report**

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75030-0099  
[www.rowlett.com](http://www.rowlett.com)

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**AGENDA DATE:** 06/02/15

**AGENDA ITEM:** 5G

**TITLE**

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

**STAFF REPRESENTATIVE**

Brian Funderburk, City Manager



**City of Rowlett**  
**Staff Report**

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75080-0099  
www.rowlett.com

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**AGENDA DATE:** 06/02/15

**AGENDA ITEM:** 7A

**TITLE**

Consider action to approve minutes from the May 12, 2015 City Council Work Session and the May 19, 2015, City Council Regular Meeting.

**STAFF REPRESENTATIVE**

Laura Hallmark, City Secretary

**SUMMARY**

Section 551.021 of the Government Code provides as follows:

- (a) A governmental body shall prepare and keep minutes or make a tape recording of each open meeting of the body.
- (b) The minutes must:
  - (1) state the subject of each deliberation; and
  - (2) indicate each vote, order, decisions or other action taken.

**RECOMMENDED ACTION**

Move to approve, amend or correct the minutes for May 12, 2015 City Council Work Session and the May 19, 2015, City Council Regular Meeting.

**ATTACHMENTS**

05-12-15 City Council Work Session Minutes  
05-19-15 City Council Meeting Minutes



# City of Rowlett

## Work Session 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 12, 2015

5:30 P.M.

Annex Building – 4004 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.

**Council Present:** Mayor Gottel, Mayor Pro Tem Gallops, Councilmember Dana-Bashian, Councilmember Bobbitt, Councilmember Sheffield and Councilmember van Bloemendaal

**Council Absent:** Deputy Mayor Pro Tem Pankratz

#### 1. CALL TO ORDER

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

#### 2. WORK SESSION

##### 2A. Discuss the impact of development on Public Works and Development Services departments. (60 minutes)

Brian Funderburk, City Manager, reviewed issues of staffing during the last year's budget discussions as they related to Economic Development and the need for additional development staffing.

Marc Kurbansade, Director of Development Services, outlined the topics to be discussed: current and projected workload, proposed staffing, projected cost, and projected revenue. Due to the amount of unprecedented development in the City of Rowlett, staff is requesting additional staff positions to handle the additional workload. He reviewed the organizational changes already put in place.

Council discussion regarding the anticipated costs and fees to cover the costs, analysis of workload and justification of additional staff, and review of the process for developers and fine tuning the perception of working with the City.

It was the consensus of Council to add three additional staff members at this time and discuss additional staff during the budget meetings.

**2B.** Discuss a request from Council for a skate park and view presentation. (30 minutes)

Councilmember Bobbitt and Mayor Pro Tem Gallops provided some background information leading up to this discussion. Victor Nelson, with Spohn Ranch Skateparks, proposed a site and concept for a skatepark in Rowlett, as well as community benefits and concerns. He discussed the number of local and area residents driving to Grand Prairie to use his facility. He outlined the challenges for fundraising and provided potential grant opportunities.

Council discussion regarding the lack of opportunities for teenagers and extracurricular activities in Rowlett. It was the consensus of Council to revisit this issue during discussions relating to future planning of parks and Herfurth Park.

**2C.** Discuss appointing a Charter Review Commission under Sections 12.02, 12.03 and 12.04 of the City of Rowlett Home Rule Charter. (60 minutes)

This item was discussed after 2A.

Jim Proce, Assistant City Manager, reviewed the Charter regulations regarding changes to the Charter. Council discussion regarding possible scope of review for the Commission, including: Council term limits, Council compensation, prohibition of the sale of alcohol in residential areas besides mixed use, as well as a complete overhaul and rewrite to make the document more cohesive. Further discussion regarding recommendations from the 2012 Charter Review Commission and the timetable for future discussions.

This issue will be reviewed at the Work Session for the May 19<sup>th</sup> City Council meeting.

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

**3. ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:44 p.m.



# City of Rowlett

## Meeting Minutes

### City Council

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

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---

Tuesday, May 19, 2015

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, Councilmember van Bloemendaal and Councilmember Sheffield**

#### 1. CALL TO ORDER

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

#### 2. EXECUTIVE SESSION (5:30 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 business prospects that the City may seek to have locate on property at 2801 Lakeview Pkwy. (20 minutes)

Council convened in Executive Session at 5:31 p.m. Out at 5:45 p.m.

Councilmember Bobbitt arrived at 5:43 p.m.

- 2B.** The City Council shall convene into Executive Session pursuant to the Texas Government Code, §551.071 (Consultation with Attorney) to receive legal advice from the City Attorney and to consult with the City Attorney regarding legal issues pertaining to the separation from employment of the City's Human Resources Director. (20 minutes)

Council convened in Executive Session at 5:45 p.m. Out at 6:15 p.m.

#### 3. WORK SESSION (6:10 P.M.)\*

- 3A.** Inform City Council of the change in traffic patterns to a one way movement to the west on Coyle Street to align with the vision of downtown Rowlett improving traffic, pedestrian and bicyclist flows. (15 minutes)

Deputy Mayor Pro Tem Pankratz arrived at 6:27 p.m.

Tim Rogers, Director of Public Works, provided information on the proposed limited parking on Coyle Street and Martin Drive and the change to a one-way direction. Council discussion regarding time limits for restricted parking. It was the consensus of Council to proceed with the changes.

- 3B.** Discuss staff recommendation for Task Authorization #GA30 with Grantham & Associates, Incorporated in the amount of \$57,995.00 for the engineering design of a gravity flow system eliminating the Edgewater Lift Station. (15 minutes)

Jake Gilliland, Utility Operations Manager, provided some background information regarding the age, lack of parts, and difficulty of repairs for the lift station. He provided a timeline of the recent events of emergency repairs and study, which was conducted about the possibility of taking the lift station out of service. This item is submitted for consideration on this Consent Agenda.

- 3C.** Discuss the appointment of a Charter Review Commission, determining the Commission's scope of review, and submitting possible Charter amendments to the voters at the November 2015 uniform election date. (45 minutes)

Jim Proce, Assistant City Manager, provided a tentative schedule for the Commission. After further discussion, it was the consensus of Council to move forward with a Charter Review Commission with a possible May election for any proposed changes.

**4. DISCUSS CONSENT AGENDA ITEMS**

Council took a short break at 7:09 p.m. Councilmember Dana-Bashian left the meeting at this time.

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

Council reconvened at 7:30 p.m.

**INVOCATION** – Mayor Pro Tem Gallops

**PLEDGE OF ALLEGIANCE**

**TEXAS PLEDGE OF ALLEGIANCE** – Led by the City Council

**5. PRESENTATIONS AND PROCLAMATIONS**

- 5A.** Proclamation recognizing the week of May 17-23, 2015, as National Public Works Week.

Councilmember Bobbitt presented the proclamation to Tim Rogers, Director of Public Works, and members of his staff. Both she and Mayor Gottel thanked staff for their tireless and professional efforts on behalf of the City of Rowlett.

**5B.** Presentation of Proclamation recognizing May 16-22, 2015, as National Safe Boating Week.

Deputy Mayor Pro Tem Pankratz presented the proclamation to two members of the U.S. Coast Guard Auxiliary Flotilla and their mascot, a water rescue dog named Bowie.

**5C.** Hear presentation of the Monthly Financial report for the period ending March 31, 2015.

Wendy Badgett, Interim Finance Director, presented the report. She provided clarification that the numbers reported for sales tax revenue are two months behind due to the schedule of receiving them from the Office of the Comptroller.

**5D.** 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: COUNCIL MEETINGS - Next Regular Council meetings will be held on Tuesday, June 2<sup>nd</sup> and June 14<sup>th</sup>. Special Work Session will be held Tuesday, June 9<sup>th</sup> held in the Annex Conference Room. P & Z MEETINGS - Tuesday, May 26<sup>th</sup> – held in the City Hall Conference Room at 6pm. BAYSIDE CLOSING - The City of Rowlett officially closed on Bayside – formerly Elgin B. Robertson Park – last Friday, May 15<sup>th</sup>. WATER RESTRICTIONS LIFTED! Effective May 1<sup>st</sup> – Watering up to twice a week is allowed. You do not need to use your address any longer to determine when to water. ROWLETT GREAT AMERICAN CLEANUP DAY 2015 - Due to the recent rains and the possibility of more rain this week, the Rowlett Great American Cleanup Day will be scheduled to a later date. PARKS AND RECREATION - Upcoming Events: Memorial Day Celebration featuring Touch a Truck: Saturday, May 23<sup>rd</sup> from 10:00 a.m. – 1:00 p.m. @ Rowlett Community Centre. Check out Camp Rowlett – Summer Fun in Your Own Hometown! ROWLETT LIBRARY - The Library will be closed for the month of May allowing staff to move into the new building at 5702 Rowlett Road. Programs will continue to be offered throughout the month. All Story Times and Family Saturdays will be held at the RCC. Get your library card ready! The Rowlett Library will reopen on Monday, June 1<sup>st</sup>!! Upcoming Events: Summer Reading Programs – run from June 8<sup>th</sup> through July 31<sup>st</sup>. Children, teens and adults are invited to join the Summer Reading Programs. The Summer Reading Program is offered at no charge to participants through the sponsorship of the Friends of Rowlett Public Library, Inc. For more information on any of the reading programs, stop by the reference desk or call 972-412-6161 on June 1<sup>st</sup>. Early registration is from Monday, June 1<sup>st</sup> through Sunday, June 7<sup>th</sup>. Register online at [rowlett.com/library](http://rowlett.com/library). Summer Reading Kick-off Party – Monday, June 8<sup>th</sup>, 12 noon at 5702 Rowlett Road. FIRE RESCUE - Last Reminder about the Safe Sitter Class. Saturday, May 31<sup>st</sup> @ RCC. Ages 11-16; \$60 each. POLICE DEPARTMENT - Youth and Teen Academies this summer. Academies are free and include lunch every day plus a free trip to the Wet Zone on the last day of each session. Available to students that live and attend school in Rowlett. For more information, contact Office Brandon Herring at [bherring@rowlett.com](mailto:bherring@rowlett.com). ANIMAL SHELTER - Next

Low Cost Vaccine Clinic at Animal Shelter – Saturday, May 23<sup>rd</sup>, 1 – 3pm. Shelter is open Monday – Saturday, 10am – 5pm.

Monica Patterson, Animal Control Officer, brought Champ to visit the meeting. Champ is one of the many dogs and cats available for adoption at the Rowlett Animal Shelter.

Jermel Stevenson, Director of Parks and Recreation, provided confirmation that in case of rain on Saturday, May 23<sup>rd</sup>, the Memorial Day Touch-a-Truck event will be rescheduled to Monday, May 26<sup>th</sup>.

## **6. CITIZENS' INPUT**

Laurieann Dygowski, 7242 Liberty Grove, Rowlett; spoke about the Artists Around Texas small works art show located in the Annex Building (4004 Main Street).

## **7. CONSENT AGENDA**

- 7A.** Consider action to approve minutes from the May 5, 2015, City Council Regular Meeting.

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

- 7B.** Consider action to approve a resolution to participate in the Public Agency Retirement Services (PARS) Post-Retirement Healthcare Funding Trust Program and approve the initial funding to the irrevocable trust for Other Post-Employment Benefit (OPEB) liabilities in the amount of \$102,654.

**This item was approved as RES-060-15 on the Consent Agenda.**

- 7C.** Consider action to approve a resolution for Task Authorization #GA30 to the Agreement for Professional Services with Grantham & Associates, Incorporated in the amount of \$57,995.00 for the engineering design of the Edgewater Lift Station – Engineering & Survey to Replace with Gravity Sewer Project and authorizing the Mayor to execute the necessary documents for said services.

**This item was approved as RES-061-15 on the Consent Agenda.**

- 7D.** Consider action to approve a resolution for the purchase of 1,634 Sensus water meters and 350 MXU's from Aqua Metric Sales Company in the amount of \$264,507.82.

**This item was approved as RES-062-15 on the Consent Agenda.**

- 7E.** Consider action to approve a resolution accepting the bid of and awarding a contract to Clayton Holdings, LLC in the amount of \$273,362.25, utilizing an interest rate of 1.56 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-063-15 on the Consent Agenda.**

- 7F.** Consider action to approve a resolution selecting Play by Design as our consultant to provide professional playground design and construction services for the Kids Kingdom project in the amount of \$53,300 and authorizing the City Manager, after City Attorney approval, to execute the necessary documents.

**This item was approved as RES-064-15 on the Consent Agenda.**

- 7G.** Consider action to adopt an ordinance of the City Council of the City of Rowlett, Texas, approving a Settlement Agreement between the Atmos Cities Steering Committee and Atmos Energy Corp., Mid-Tex Division regarding the company's 2014 and 2015 annual Rate Review Mechanism filings.

**This item was approved as ORD-019-15 on the Consent Agenda.**

- 7H.** Consider action to approve a resolution accepting the bid and awarding a contract for the purchase of five 2016 Ford Explorer Police Interceptor patrol motor vehicles, emergency vehicle equipment and installation of equipment to Sam Pack's Five Star Ford in the amount of \$232,294.98 for the Police Department through the Interlocal Cooperative Purchasing Agreement with Texas Smartbuy.

**This item was approved as RES-065-15 on the Consent Agenda.**

#### **Passed the Consent Agenda**

**A motion was made by Mayor Pro Tem Gallops, seconded by Deputy Mayor Pro Tem Pankratz, 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 and take action on an ordinance canvassing returns and declaring results of May 9, 2015, bond election; providing an effective date; and containing provisions necessary and incidental thereto.

Laura Hallmark, City Secretary, presented the final tabulation of votes for each of the three bond measures.

**A motion was made by Councilmember Sheffield, seconded by Mayor Pro Tem Gallops, to approve the item as presented. The motion carried with a unanimous vote of those members present. This item was adopted as ORD-020-15.**

- 8B.** Consider a resolution canvassing returns and declaring results of the May 9, 2015, local option election.

Ms. Hallmark presented the final tabulation of votes for the local option item.

**A motion was made by Deputy Mayor Pro Tem Pankratz, seconded by Mayor Pro Tem Gallops, to approve the item as presented. The motion carried with a unanimous vote of those members present. This item was adopted as RES-066-15.**

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

There was no action taken.

**9. ADJOURNMENT**

Mayor Gottel adjourned the meeting at 8:22 p.m.



# City of Rowlett

## Staff Report

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75080-0099  
www.rowlett.com

**AGENDA DATE:** 06/02/15

**AGENDA ITEM:** 7B

### **TITLE**

Consider action to approve a resolution entering into an Interlocal Agreement with Dallas Independent School District, which will allow both governmental entities to cooperatively purchase goods and services under each other's competitively bid contracts.

### **STAFF REPRESENTATIVE**

Wendy Badgett, Interim Finance Director  
Allyson Wilson, Purchasing Agent

### **SUMMARY**

The purpose of this item is to establish an Interlocal Agreement between the City of Rowlett and Dallas Independent School District for cooperative purchasing of goods and services. Recently, Justin Hill in Purchasing and Assistant Chief Bill Avera with Dallas Independent School District requested that they be allowed to cooperatively purchase from the City of Rowlett's Contract for Public Safety Software with Integrated Computer Systems (ICS); therefore, City staff is requesting an Interlocal Agreement be established for this purpose.

### **BACKGROUND INFORMATION**

Texas Local Government Code provides the opportunity for governmental entities to participate in Cooperative Purchasing Programs with each other as discussed below. The City of Rowlett currently has thirty-five Interlocal Agreements established with other governmental entities. This does not include the Dallas Independent School District.

### **DISCUSSION**

Section 271.102, Texas Local Government Code, authorizes a local government to participate in a Cooperative Purchasing Program with another local government or a local cooperative organization, and such process satisfies the state law competitive bid requirements. Chapter 791 of the Texas Government Code also authorizes respective governing bodies and officials in accordance with the "Interlocal Cooperation Act" to participate in a Cooperative Purchasing Program with another government entity, and such process satisfies the state law competitive bid requirements.

The adoption of the above stated resolution will allow both parties, the City of Rowlett and Dallas Independent School District, to purchase goods and services under each other's competitively bid contracts pursuant to Subchapter F, Chapter 271 of the Texas Local Government Code and Chapter 791 of the Texas Government Code. There is no fee involved for the Interlocal Agreement.

The City Manager and School Superintendent or designee for each party are authorized to act on behalf of the respective party in all matters relating to this cooperative purchasing program. Each party shall make payments to the other party or directly to the vendor under the contract made pursuant to Subchapter F, Chapter 271 of the Texas Local Government Code and Chapter 791 of the Texas Government Code. Each party shall be responsible for the respective vendor's compliance with provisions relating to the quality of items and terms of delivery.

The City Attorney, David Berman, has reviewed and approved the Interlocal Agreement attached hereto and incorporated herein by reference as Exhibit A.

### **FINANCIAL/BUDGET IMPLICATIONS**

Not Applicable as there is no fee involved to establish the Interlocal Agreement with Dallas Independent School District.

### **RECOMMENDED ACTION**

City staff recommends the City Council approve a resolution entering into an Interlocal Agreement with Dallas Independent School District, which will allow both governmental entities to cooperatively purchase goods and services under each other's competitively bid contracts.

### **RESOLUTION**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS, APPROVING AN INTERLOCAL AGREEMENT WITH DALLAS INDEPENDENT SCHOOL DISTRICT FOR COOPERATIVE BID AND PURCHASE OF GOODS AND SERVICES UNDER COMPETITIVELY BID CONTRACTS PURSUANT TO SUBCHAPTER F, CHAPTER 271, OF THE TEXAS LOCAL GOVERNMENT CODE AND CHAPTER 791 OF THE TEXAS GOVERNMENT CODE FOR THE CITY OF ROWLETT, TEXAS; AUTHORIZING THE CITY MANAGER OR DESIGNEE AS THE COORDINATOR FOR THE COOPERATIVE ENTITY UNDER SUCH AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Rowlett, Texas finds that Section 271.102 of the Texas Local Government Code and Chapter 791 of the Texas Government Code allows local governments to participate in a Cooperative Purchasing Program with another local government or a local cooperative organization and allows both parties to purchase goods and services under each other's competitively bid contracts, and such process satisfies the State law competitive bid requirements; and

**WHEREAS**, the City of Rowlett desires to participate in an Interlocal Cooperation Agreement with Dallas Independent School District to cooperatively purchase goods and services for each governmental entity.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS:**

**Section 1:** The City of Rowlett does hereby approve the Interlocal Cooperation Agreement with Dallas Independent School District for cooperative bid and the purchase of goods and services; a copy of said agreement being attached hereto and labeled "Exhibit A".

**Section 2:** The City Manager or designee is hereby authorized to execute the agreement with Dallas Independent School District and such documents as may be necessary or appropriate pursuant thereto.

**Section 3:** This resolution shall become effective immediately upon its passage.

**ATTACHMENT**

Exhibit A – Interlocal Cooperation Agreement

## INTERLOCAL COOPERATIVE PURCHASING AGREEMENT

This Interlocal Cooperative Purchasing Agreement is made and entered into on this \_\_\_\_\_ day of \_\_\_\_\_, 2015, by and between DALLAS INDEPENDENT SCHOOL DISTRICT "DALLAS ISD" and CITY OF ROWLETT, both political subdivisions of the State of Texas each acting by and through its duly authorized officials. DALLAS ISD and CITY OF ROWLETT may collectively be referred to herein as the Parties.

### RECITALS

**WHEREAS**, DALLAS ISD and CITY OF ROWLETT are both governmental entities authorized to enter into agreements in accordance with the Texas Interlocal Cooperation Act, Tex. Gov't Code Section 791.001 et seq., for the purpose of achieving efficiency in the accomplishment of governmental administrative functions, including the purchase of goods and services;

**WHEREAS**, the purpose of this Agreement is to facilitate compliance with state procurement requirements, to relieve the burdens of the governmental purchasing function, and to realize the potential economies of scale available through cooperative purchasing, including administrative cost savings to the Parties;

**WHEREAS**, DALLAS ISD and CITY OF ROWLETT wish to enter into an Interlocal Contract pursuant to Chapter 791 of the Texas Government Code (hereinafter called "Contract") to set forth the terms and conditions upon which DALLAS ISD and CITY OF ROWLETT may purchase various goods and services commonly utilized by each entity;

**NOW THEREFORE**, in consideration of the mutual covenants, promises and obligations contained herein, the undersigned Parties agree as follows.

### I. DEFINITIONS

1. "Procuring District" shall mean, the District which holds the underlying contract or solicitation agreement with the vendor and has satisfied the competitive procurement requirements of Chapter 44 of the Texas Education Code in procuring such goods, materials and services.
2. "Purchasing District" shall mean, the District which seeks to purchase or purchases goods, materials or services under this Agreement utilizing the contracts, solicitation agreements or pricing competitively procured and negotiated by the Procuring District.

### II. TERMS AND CONDITIONS

1. DALLAS ISD and CITY OF ROWLETT agree to cooperate in the purchase of various goods and services commonly utilized by the participants, where available and applicable, and may purchase goods and services competitively procured by the other, in compliance with Chapter 44 of the Texas Education Code and Chapter 252 of the Texas Local Government Code, from vendors under present and future contracts with DALLAS ISD or CITY OF ROWLETT. There shall be no administrative fees associated with purchases made under this Agreement. The Procuring District shall include in its solicitations covered by this Agreement at least general notice to vendors that the other District may avail itself of the vendor's bid or proposal.

2. The Purchasing District, whether DALLAS ISD and CITY OF ROWLETT, agrees to make timely payments to the vendor for the goods, materials and services received in accordance with the contracts, terms and conditions of the bid invitation, instructions, and all other applicable procurement documents. Payment for goods, materials and services and inspections and acceptance of goods, materials and services ordered by the Purchasing District and shall be the exclusive obligation of that District and not the Procuring District. Furthermore, the Purchasing District is solely responsible for negotiating and securing ancillary agreements from the vendor on such other terms and conditions, including provisions relating to insurance or bonding, that the Purchasing District deems necessary or desirable under state or local law, local policy or rule, or within its business judgment.

### III. TERM AND TERMINATION.

1. Term. The initial term of this Agreement shall commence on the date it is executed by both Parties (“Commencement Date”) and continue in effect for a period of one year from that date. The Agreement will thereafter automatically renew for successive one-year terms on the anniversary date of the Commencement Date initial term, unless the Agreement is sooner terminated in accordance with the provisions herein.
2. Termination. This Agreement may be terminated by either DALLAS ISD or CITY OF ROWLETT, with or without cause, at any time, by providing thirty (30) days prior written notice by Certified Mail, Return Receipt Requested to the other party at the address provided for that party in the signature block of this Agreement or at such other address as is provided in writing by either party to the other during the term of this Agreement. Upon termination of the Agreement the Parties shall each bear the full financial responsibility for all of its purchases made under or through this Agreement. The Procuring Party may seek the whole amount due, if any, from the Purchasing Party to the extent the Procuring Party is charged for purchase by the vendor.

### IV. GENERAL PROVISIONS

1. Authorization to Participate and Compliance with Local Policies. DALLAS ISD or CITY OF ROWLETT, each represent and warrants to the other that its respective governing body has duly authorized its participation in this Interlocal Cooperative Purchasing Agreement and that it will comply with all state and local laws and local district policies pertaining to purchasing of goods and services through its participation in this Agreement.
2. Cooperation and Access. The Parties agree that they will cooperate in compliance with any reasonable requests for information and/or records made by the other for purposes of compliance with purchasing laws or their respective local policies.
3. Current Revenue. DALLAS ISD and CITY OF ROWLETT, each represent and warrants to the other that each shall each make its respective payments under this contract from current revenues available to the District.

4. Jurisdiction/Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas and, to the extent permitted by law, venue for all disputes arising under this Agreement shall lie in Dallas County, Texas
5. Legal Authority. Each Party warrants to the other the following:
  - a) It meets the definition of “Local Government” or “State Agency” under the Interlocal Cooperation Act (“Act”), Chapter 791 of the Texas Government Code.
  - b) The functions and services to be performed under the Agreement will be limited to “Administrative Functions” as defined in the Act, which includes purchasing.
  - c) It possesses the legal authority to enter into this Agreement and can allow this Agreement to automatically renew without subsequent action of its governing body.
  - d) Purchases made under this Agreement will satisfy all procedural procurement requirements that the Purchasing Party must meet under all applicable local policy, regulation, or state law.
  - e) All state, local or third-party requirements to approve, record or authorize the Agreement have been met.
6. Severability. If any portion of this Agreement shall be declared illegal or held unenforceable for any reason, the remaining portions shall continue in full force and effect.
7. Contract Construction. Both parties have participated fully in the review and revision of this Agreement. Any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply to the interpretation of this Agreement.
8. Non-Waiver of Performance. A waiver by either party of a breach of any of the terms, conditions, covenants or guarantees of this Agreement shall not be construed or held to be a waiver of any succeeding or preceding breach of the same or any other term, condition, covenant or guarantee herein contained. Further, any failure of either Party to insist in any one or more cases upon the strict performance of any of the covenants of this Agreement, or to exercise any option herein contained, shall in no event be construed as a waiver or relinquishment for the future of such covenant or option. In fact, no waiver, change, modification or discharge by either party hereto of any provision of this Agreement shall be deemed to have been made or shall be effective unless expressed in writing and signed by the party to be charged.
9. Governmental Functions and Immunity. This Agreement is not intended to waive, alter or reallocate any defense or immunity available to either party by law. Each party paying for the performance of governmental functions or services hereunder shall make such payments from current revenues available to the paying party, and all obligations entered into by the Parties in the future will be subject to appropriation.





City of Rowlett  
Staff Report

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75080-0099  
www.rowlett.com

**AGENDA DATE:** 06/02/15

**AGENDA ITEM:** 7C

**TITLE**

Consider an update to the Master Fee Schedule to include the Texas Alcoholic Beverage Commission fee structure in its entirety.

**STAFF REPRESENTATIVE**

Laura Hallmark, City Secretary

**SUMMARY**

The Master Fee Schedule sets out the various fees collected by the City. Due to the extensive nature of the list, it is necessary to update the fees from time to time. With the passage of the local option election, it is necessary to update the fees that the City is able to collect for alcohol licenses.

**BACKGROUND INFORMATION**

The Texas Alcoholic Beverage Code allows cities to collect fees for permits issued within their city as stated below:

**Sec. 11.38. LOCAL FEE AUTHORIZED.** (a) *The governing body of a city or town may levy and collect a fee not to exceed one-half the state fee for each permit issued for premises located within the city or town. The commissioners court of a county may levy and collect a fee equal to one-half of the state fee for each permit issued for premises located within the county. Those authorities may not levy or collect any other fee or tax from the permittee except general ad valorem taxes, the hotel occupancy tax levied under Chapter 351, Tax Code, and the local sales and use tax levied under Chapter 321, Tax Code.*

The current listing in the Master Fee Schedule (Attachment 1) is very specific and does not include some of the licenses that are issued in Rowlett as well as the license now allowed after the local option election. The Texas Alcoholic Beverage Commission (TABC) sets the fees for the state and the City may collect 50 percent of those fees (Attachment 2).

**DISCUSSION**

With the passage of the local option election, there are additional licenses for which we may collect, as well as others that had not been specifically listed in the Master Fee Schedule. Staff is proposing a change in the verbiage to allow for the collection of fees without specifically listing each one individually (Attachment 3). The proposed change is as follows:

*½ of fees set forth by the Texas Alcoholic Beverage Commission for allowed licenses/permits in the City*

This will enable us to collect the allowed fees for the licenses within the City without having to update the Master Fee Schedule for specific permits or fee changes.

### **FINANCIAL/BUDGET IMPLICATIONS**

Passage of this resolution will allow the City to collect 50 percent of the fees set by TABC for the various alcoholic beverage licenses within the City.

### **RECOMMENDED ACTION**

Staff recommends Council approve a resolution updating the Master Fee Schedule alcohol permit/license fees.

### **RESOLUTION**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS, UPDATING THE MASTER FEE SCHEDULE TO INCLUDE THE TEXAS ALCOHOLIC BEVERAGE COMMISSION FEE STRUCTURE IN ITS ENTIRETY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Rowlett outlines the specific fees to be collected for alcoholic beverage permits in the Master Fee Schedule; and

**WHEREAS**, the Texas Alcoholic Beverage Commission sets the fees that the City is allowed to collect; and

**WHEREAS**, the governing body of the City of Rowlett wishes to update the Master Fee Schedule to allow for the collection of fees not previously listed.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS:**

**Section 1:** That the Master Fee Schedule section “Miscellaneous – Alcohol Permit Fees” will be and is hereby updated to read as follows:

*“½ of fees set forth by the Texas Alcoholic Beverage Commission for allowed licenses/permits in the City”*

**Section 2:** This resolution shall become effective immediately upon its passage.

### **ATTACHMENTS**

Attachment 1 – Master Fee Schedule, Alcohol Permit Fees

Attachment 2 – TABC Fee Chart

Attachment 3 – Proposed Master Fee Schedule, Alcohol Permit Fees

### MASTER FEE SCHEDULE

Pharmacy/Drugstore w/ Drive-Thru Window	1,000 SF GFA	\$5,933.00
Shopping Center	1,000 SF GLA	\$2,753.50
Supermarket	1,000 SF GFA	\$7,552.00
Toy/Children's Superstore	1,000 SF GFA	\$3,922.50
Department Store	1,000 SF GFA	\$1,406.00
Video Rental Store	1,000 SF GFA	\$7,643.00
<b>SERVICES</b>		
Walk-In Bank	1,000 SF GFA	\$4,320.50
Drive-In Bank	Drive-in Lanes	\$8,620.00
Hair Salon	1,000 SF GLA	\$603.50

### MISCELLANEOUS

Applicable Code, Ordinance or Resolution	Description	Amount
	<b>Alcohol Permit fees:</b>	
RES-144-07	BQ permit fee (wine and beer off-premise permit)	\$30.00
RES-040-09, RES-043-11, RES-049-11	RM with FB permit fee (mixed beverages to food certificate holders) beginning on the 3 <sup>rd</sup> year after city issued permit (collected one time)	\$1,125.00
RES-040-09, RES-043-11, RES-049-11	RM with FB permit fee (mixed beverages to food certificate holders) beginning on the 4 <sup>th</sup> year after city issued permit (collected twice – two consecutive years)	\$750.00
RES-040-09	RM with FB permit fee (mixed beverages to food certificate holders) beginning on the 6 <sup>th</sup> year and all years following after city issued permit	\$375.00
RES-043-11, RES-049-11	PE Beverage Cartage Permit	\$10.00
RES-043-11, RES-049-11	CB Caterer's Permit	\$250.00
RES-043-11, RES-049-11	LB Mixed Beverage Late Hours Permit	\$75.00
RES-152-07	Replacement fee for lost permits	\$25.00
RES-144-07	Board of Adjustments fee	\$250.00 + \$1.00 to each property owner notified

**Two-Year Fee Chart: Effective 10/24/2013**

Surcharges are subject to annual change.

Code	Description of Permits/Licenses	Authorizing Statute TABC Code	Fees	Surcharge	Total Due		
<b>LIQUOR PERMITS</b>							
AW	Agent's Manufacturing Warehousing Permit	Ch 55	\$1,500	\$651	\$2,151		
A	Agent's Permit	Ch 35	\$20	\$94	\$114		
AB	Airline Beverage Permit	Ch 34	\$4,400	\$327	\$4,727		
<b>PE</b>	<b>Beverage Cartage Permit</b>	Ch 44	<b>\$40</b>	\$151	\$191		
J	Bonded Warehouse Permit	Ch 46	\$300	\$136	\$436		
JD	Bonded Warehouse Permit (Dry Area)	Ch 46	\$300	\$136	\$436		
<b>B</b>	<b>Brewer's Permit</b>	Ch 12	<b>\$3,000</b>	\$576	\$3,576		
DA	Brewer's Self-Distribution Permit	Ch 12A	\$500	\$250	\$750		
C	Carrier's Permit	Ch 41	\$60	\$252	\$312		
<b>CB</b>	<b>Caterer's Permit</b>	Ch 31	<b>\$1,000</b>	\$278	\$1,278		
TB	Daily Temporary Mixed Beverage Permit (Per Day)	Ch 30	\$50	\$201	\$251		
TN	Daily Temporary Private Club Registration Permit	Ch 33	\$50	\$226	\$276		
DS	Direct Shipper's Permit	Ch 54	\$150	\$376	\$526		
D	Distiller's & Rectifier's Permit	Ch 14	\$3,000	\$350	\$3,350		
DK	Distiller's Agent's Permit	Ch 15	\$20	\$94	\$114		
FB	Food and Beverage Certificate	Ch 25	\$200	\$576	\$776		
BP	Brewpub License	Ch 74	\$1,000	\$426	\$1,426		
FC	Forwarding Center Authority	Rule 35.6	\$2,000	\$278	\$2,278		
I	Industrial Permit	Ch 38	\$120	\$261	\$381		
E	Local Cartage Permit	Ch 43	\$60	\$202	\$262		
ET	Local Cartage Transfer Permit	Ch 42	\$60	\$202	\$262		
LP	Local Distributor's Permit	Ch 23	\$200	\$452	\$652		
LI	Local Industrial Alcohol Manufacturer's Permit	Ch 47	\$200	\$327	\$527		
T	Manufacturer's Agent's Permit	Ch 36	\$20	\$94	\$114		
MR	Market Research Packager's Permit	Ch 49	\$200	\$127	\$327		
MI	Minibar Permit	Original	Ch 51	\$4,000	\$350	\$4,350	
				1st Renewal	\$3,000	\$350	\$3,350
				2nd Renewal	\$2,000	\$350	\$2,350
				3rd and All Subsequent Renewals	\$1,500	\$350	\$1,850
MB	Mixed Beverage Permit	Original	Ch 28	\$6,000	\$602	\$6,602	
				1st Renewal	\$4,500	\$602	\$5,102
				2nd Renewal	\$3,000	\$602	\$3,602
				3rd and All Subsequent Renewals	\$1,500	\$602	\$2,102
<b>RM</b>	<b>Mixed Beverage Permit with FB</b>	Original	Ch 28	<b>\$6,000</b>	\$602	\$6,602	
				1st Renewal	<b>\$4,500</b>	\$602	\$5,102
				2nd Renewal	<b>\$3,000</b>	\$602	\$3,602
				3rd and All Subsequent Renewals	<b>\$1,500</b>	\$602	\$2,102
<b>LB</b>	<b>Mixed Beverage Late Hours</b>	Ch 29	<b>\$300</b>	\$327	\$627		
U	Nonresident Brewer's Permit	Ch 13	\$3,000	\$376	\$3,376		
S	Nonresident Seller's Permit	Ch 37	\$300	\$376	\$676		
<b>P</b>	<b>Package Store Permit</b>	Ch 22	<b>\$1,000</b>	\$501	\$1,501		
PS	Package Store Tasting Permit	Ch 52	\$50	\$176	\$226		
<b>Q</b>	<b>Wine Only Package Store</b>	Ch 24	<b>\$150</b>	\$553	\$703		
PT	Passenger Train Beverage Permit	Ch 48	\$1,000	\$602	\$1,602		
<b>O</b>	<b>Private Carrier's Permit</b>	Ch 42	<b>\$60</b>	\$252	\$312		
NE	Private Club Exemption Certificate Permit	Ch 32	\$0	\$0	\$0		
N	Private Club Registration Permit-Option 1	2 year permit 0 to 250 Members	Ch 32	\$1,500	\$901	\$2,401	
				251 to 450 Members	\$2,700	\$901	\$3,601
				451 to 650 Members	\$3,900	\$901	\$4,801
				651 to 850 Members	\$5,100	\$901	\$6,001
				851 to 1000 Members	\$6,000	\$901	\$6,901
				Over 1000 Members	\$6 Per Member	\$901	Varies

Effective: 10/24/2013

## Two-Year Fee Chart: Effective 10/24/2013

Surcharges are subject to annual change.

Code	Description of Permits/Licenses	Authorizing Statute TABC Code	Fees	Surcharge	Total Due
N	Private Club Registration Permit-Option 2 Original	Ch 32	\$7,000	\$901	\$7,901
	1st Renewal		\$5,500	\$901	\$6,401
	2nd and All Subsequent Renewals		\$4,000	\$901	\$4,901
NB	Private Club Beer and Wine Permit	Ch 32	\$3,000	\$901	\$3,901
NL	Private Club Late Hours Permit	Ch 33	\$1,500	\$350	\$1,850
L	Private Storage Permit	Ch 45	\$200	\$202	\$402
PR	Promotional Permit	Ch 50	\$600	\$376	\$976
K	Public Storage Permit	Ch 45	\$200	\$202	\$402
W	Wholesaler's Permit	Ch 19	\$3,750	\$701	\$4,451
X	<b>General Class B Wholesaler's Permit</b>	Ch 20	<b>\$600</b>	\$651	\$1,251
LX	Local Class B Wholesaler's Permit	Ch 21	\$150	\$651	\$801
V	Wine and Beer Retailer's Permit Excursion Boat	Ch 25	\$260	\$553	\$813
Y	Wine and Beer Retailer's Permit Railway Car (Fee - Per Car)	Ch 25	\$60	\$553	\$613
Z	Wine Bottler's Permit	Ch 18	\$450	\$602	\$1,052
G	Winery Permit	Ch 16	\$150	\$701	\$851
GF	Winery Festival Permit	Ch 17	\$100	\$278	\$378
GS	Winery Storage Permit	Ch 45	\$200	\$202	\$402
<b>BEER LICENSES</b>					
BK	Agent's Beer License	Ch 73	\$20	\$94	\$114
BC	Branch Distributor's License	Ch 66	\$150	\$701	\$851
BB	General Distributor's License	Ch 64	\$600	\$701	\$1,301
BI	Importer's License	Ch 67	\$40	\$278	\$318
BJ	Importer's Carrier's License	Ch 68	\$40	\$202	\$242
BD	Local Distributor's License	Ch 65	\$150	\$701	\$851
BA	Manufacturer's License 1st Establishment	Ch 62	\$1,500	\$651	\$2,151
	2nd Establishment		\$3,000	\$651	\$3,651
	3rd, 4th, & 5th Establishments		\$8,550	\$651	\$9,201
	Excess of 5 Establishments		\$16,800	\$651	\$17,451
DB	Manufacturer's Self-Distribution License	Ch 62A	\$500	\$250	\$750
MW	Manufacturer's Warehouse License	Ch 62	\$600	\$553	\$1,153
BS	Nonresident Manufacturer's License	Ch 63	\$1,500	\$576	\$2,076
FB	Food and Beverage Certificate	Ch 25	\$200	\$576	\$776
BP	Brewpub License	Ch 74	\$1,000	\$426	\$1,426
BF	<b>Beer Retailer's Off Premise License</b>	Ch 71	<b>\$120</b>	\$553	\$673
BE	Beer Retailer's On Premise License <i>(Excluding BEXAR, DALLAS, HARRIS, TARRANT Counties)</i>	Ch 69	\$300	\$553	\$853
BE	Beer Retailer's On Premise License Original <i>(BEXAR, DALLAS, HARRIS, TARRANT Counties)</i>	Ch 69	\$2,000	\$553	\$2,553
	Renewal		\$1,500	\$553	\$2,053
BL	Retail Dealer's On Premise Late Hours License	Ch 70	\$500	\$327	\$827
SL	Storage License	Ch 75	\$400	\$202	\$602
BH	Temporary License	Ch 72	\$30	\$201	\$231
CA	Temporary Charitable Auction Permit	Ch 53	\$25	\$201	\$226
BG	Wine and Beer Retailer's Permit <i>(Excluding BEXAR, DALLAS, HARRIS, TARRANT Counties)</i>	Ch 25	\$350	\$553	\$903
BG	Wine and Beer Retailer's Permit Original <i>(BEXAR, DALLAS, HARRIS, TARRANT Counties)</i>	Ch 25	\$2,000	\$553	\$2,553
	Renewal		\$1,500	\$553	\$2,053
BQ	<b>Wine and Beer Retailer's Off Premise Permit</b>	Ch 26	<b>\$120</b>	\$553	\$673

Effective: 10/24/2013

**MISCELLANEOUS**

Applicable Code, Ordinance or Resolution	Description	Amount
	Alcohol Permit fees:	
	½ of fees set forth by the Texas Alcoholic Beverage	
	Commission for allowed licenses/permits in the City	



# City of Rowlett

## Staff Report

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75030-0099  
www.rowlett.com

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**AGENDA DATE:** 06/02/15

**AGENDA ITEM:** 8A

### **TITLE**

Conduct a public hearing and consider an ordinance approving a Major Warrant for a monument sign for a civic building in the Form-Based Urban Village District on property located at 8601 Liberty Grove Road. (MW15-784).

### **STAFF REPRESENTATIVE**

Erin Jones, Senior Planner

### **SUMMARY**

The applicant, Lake Cities Community Church (Attachment 1-Location Map), is requesting a Major Warrant in order to build a monument sign. Monument signs are not permitted in the Form-Based Urban Village (FB-UV) District because the district itself is intended to be walkable with pedestrian scale signage. Monument signs are typically associated with districts that are more vehicular in nature. However, based on the existing character of the subject area, the proximity to a major thoroughfare, and the civic use of the building, it is Staff's professional opinion that a monument sign is appropriate. The purpose of this item is for the City Council to conduct a public hearing and take final action on the Major Warrant request.

### **BACKGROUND INFORMATION**

Lake Cities Community Church was formerly The River Church. Since taking ownership of the property, Lake Cities has worked closely with Staff to make improvements to the building to bring it into further conformance with the FB-UV District. As seen in the pictures below they have made substantial façade improvements.

**Previous Façade**



**Upgraded Façade**



As part of the site improvements, the church has requested a monument sign. As previously mentioned in this report, monument signs are not permitted in the FB-UV district due to the desire to create a walkable environment using pedestrian scale signage. However, as outlined in detail in the “discussion” section below there are unique circumstances where a modified monument sign may be deemed appropriate.

As with all Major Warrants, it is important to note that this request only pertains to the monument sign. Any further improvements to the property will be reviewed in light of the Form-Based Code (FBC) requirements and may be subject to administrative approval.

The Planning and Zoning Commission unanimously recommended approval of this item at their May 12, 2015, regular meeting. The discussion can be viewed as Item C.2 at the following link: <http://rowletttx.swagit.com/play/05122015-1211>.

## **DISCUSSION**

In 2014, Staff was presented with two Major Warrant requests for monument signs along major thoroughfares. One of those requests was for East Dallas Church of God to be located within close proximity to the subject property. Staff acknowledged that churches and other civic buildings are unique and should be evaluated differently than a typical mixed-use building within a FB-UV district. In addition, Staff took into consideration the vehicular nature of Liberty Grove Road when making the recommendation to approve a monument sign.

At that time, monument sign standards did not exist in the FBC. Staff worked closely with the Urban Design Officer (UDO) to create standards that would not compromise the intent of the FB-UV District. A version of those standards were later adopted into the FBC in April 2014, specifically for the Lakeview Parkway and President George Bush Turnpike (PGBT) Corridors. The decision was made to limit the monument sign standards to those two corridors because they maintain a constant vehicular condition that is not likely to change in the future. The Major Warrant process was deemed to be the appropriate avenue in other areas of the City where a monument sign may be considered suitable on a case by case basis.

Lake Cities Community Church has agreed to abide by more stringent standards than what is required in the FBC for the Lakeview/PGBT Corridor in keeping with the standards approved for East Dallas Church of God in 2014. It is important to note that approval of a Major Warrant does not set a precedence. However, Staff did try to apply a similar standard in keeping with the existing character of the area. Since the area includes several pre-existing monument signs, Staff does not have concerns that the district will be compromised by allowing Lake Cities Community Church to build a monument sign.

The FBC Standard is as follows:

### *“5.4.11 Monument Signs (review design standards in RDC)*

- a. Monument signs will be limited to one per lot per lot street frontage (no more than 2 per lot separated by at least 100 feet).*

- b. *Monument signs will be limited to a maximum of 50 sq. ft. per sign face and 6 feet in height.*
- c. *Monument signs are only permitted along Highway 66/Lakeview Parkway, PGBT access road and Browsing Lane frontages.”*

Lake Cities Community Church’s Proposal (Exhibit A):

- One monument sign located at the corner of Liberty Grove Road and Princeton Road.
- The proposed sign is 5’ 6” in height including the base, and the sign face is 35 square feet.
- The sign materials will complement the building façade and the base will be landscaped.

**Public Hearing Notices:**

Notice of this public hearing was mailed, posted, and published in accordance with State Law and the Rowlett Development Code. Eight (8) notices were mailed to property owners within 200 feet of the subject property on April 27, 2015, and as of Wednesday May 27, 2015, no responses have been returned in opposition and one has been returned in favor (Attachment 2). In addition, fifteen (15) courtesy notices were mailed to property owners within 500 feet. No responses have been received.

**FINANCIAL/BUDGET IMPLICATIONS**

N/A

**RECOMMENDED ACTION**

Staff recommends approval of the Major Warrant request.

The UDO recommends approval of the Major Warrant request as noted in her official recommendation letter included as Attachment 3.

**ORDINANCE**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS, GRANTING A MAJOR WARRANT AS SHOWN IN EXHIBIT A, SAID PROPERTY LOCATED AT 8601 LIBERTY GROVE ROAD, AND BEING DESCRIBED AS A 3.5 ± ACRE TRACT OF LAND DESCRIBED AS LOT 1, BLOCK A OF THE RIVER CHURCH ADDITION, CITY OF ROWLETT, DALLAS COUNTY, TEXAS; PROVIDING FOR A SAVINGS CLAUSE; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Planning and Zoning Commission of the City of Rowlett and the governing body of the City of Rowlett, in compliance with the laws of the State of Texas and the ordinances of the City, have given requisite notice by publication and otherwise, and after holding due public hearings and affording a full and fair hearing to all property owners generally and to all persons interested and situated in the affected area and in the vicinity thereof, and in

the exercise of its legislative discretion have concluded that this Major Warrant should be approved.

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS:**

**Section 1:** That the City Council of the City of Rowlett, Texas does hereby grant the following major warrant for property located at 8601 Liberty Grove Road, and being described as a 3.5 ± acre tract of land described as Lot 1, Block A, of the River Church Addition, City of Rowlett, Dallas County, Texas (“Property”):

- 1) One monument sign located at the corner of Liberty Grove Road and Princeton Road may be constructed with the following stipulations:
  - a) The height of the sign shall not exceed 6 feet, including the base,
  - b) The sign face shall not exceed 35 square feet, and
  - c) The sign materials shall complement the building façade, and the base shall be landscaped.

**Section 2:** All development and use regulations and requirements imposed on property in the Form-Based Code – Urban Village zoning district, and the Code of Ordinances of the City of Rowlett, shall apply to the development and use of the Property unless in conflict with this ordinance, in which case the provisions of this ordinance shall prevail.

**Section 3:** That an offense committed before the effective date of this ordinance is governed by the prior law and the provisions of the Comprehensive Zoning Ordinance, as amended, in effect when the offense was committed and the former law is continued in effect for this purpose.

**Section 4:** That should any sentence, paragraph, subdivision, clause, phrase or section of this ordinance be adjudged or held to be unconstitutional, illegal, or invalid, the same shall not affect the validity of this ordinance as a whole, or any part or provision thereof other than the part so decided to be invalid, illegal, or unconstitutional.

**Section 5:** That this ordinance shall take effect immediately from and after its passage and the publication of the caption of said ordinance as the law in such case provides.

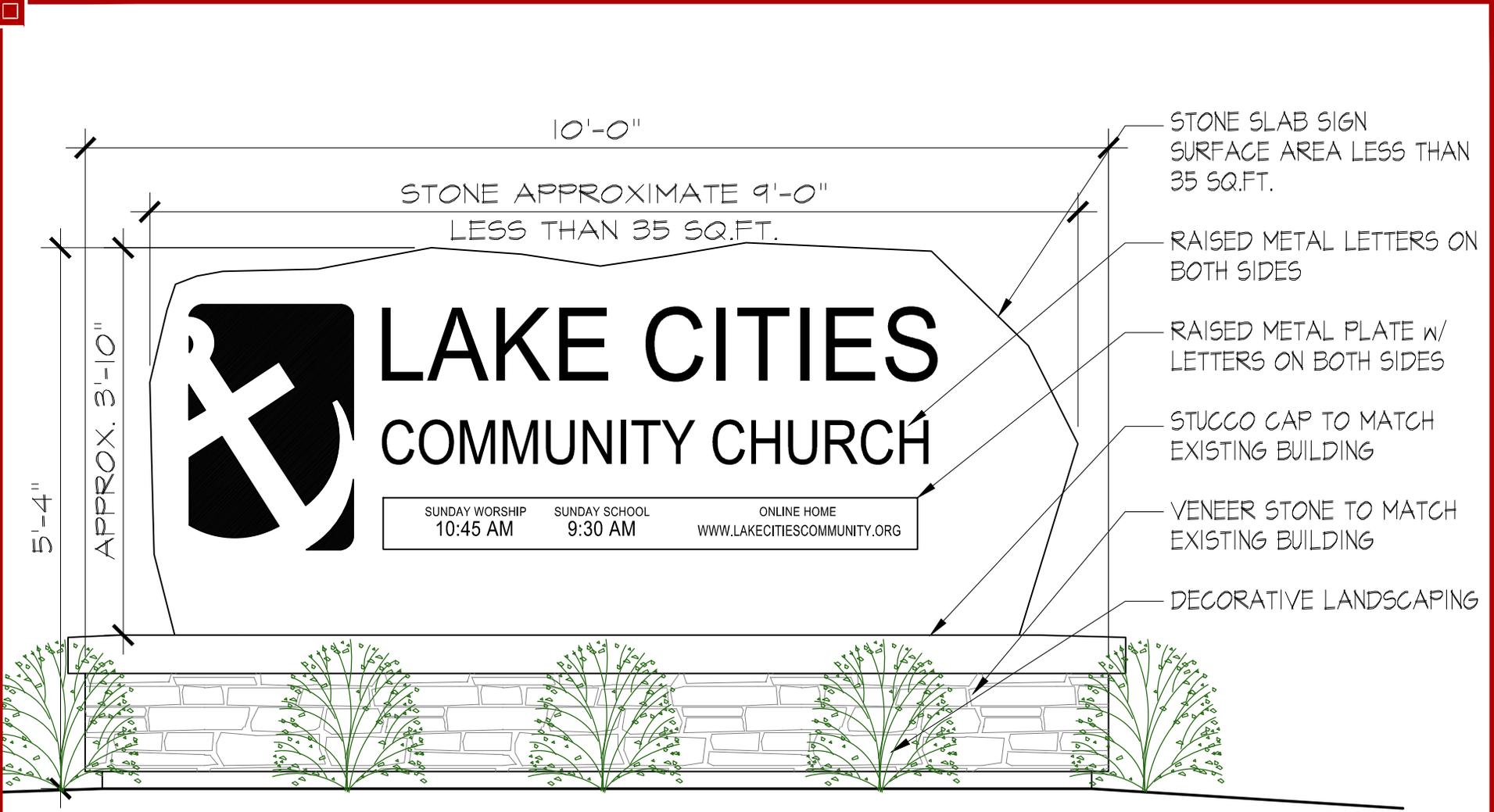
**ATTACHMENTS**

Exhibit A – Sign Proposal

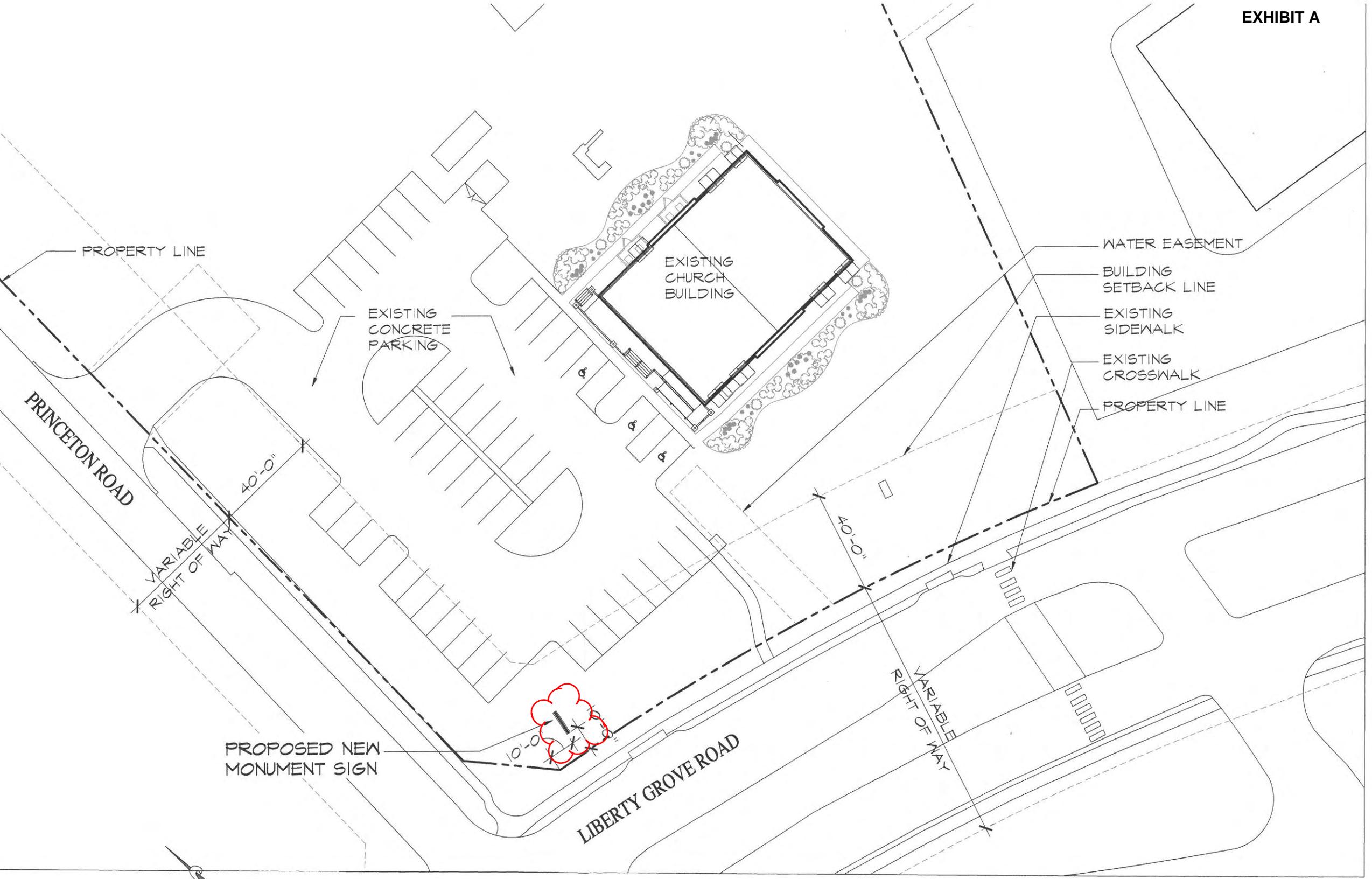
Attachment 1 – Location Map

Attachment 2 – Public Hearing Responses

Attachment 3 – UDO Recommendation



25 FRIEDLAND, LINDSEY, TX 75650  
 Ph: (903) 757-4550 Fax: (903) 758-2799  
 INTERNET: WWW.TECHTEAM.ORG



PROPOSED NEW MONUMENT SIGN

**SITE PLAN**  
 SCALE: 1"=40'

This is a conceptual plan showing the approximate location of the proposed sign. Final approval of the location will be determined with the review of the sign permit application.

Location Map





Development Services  
Department/Planning Division

NOTICE OF PUBLIC HEARING

Planning and Zoning Commission and City Council

**TO:** Property Owner  
**RE:** Application for Major Warrant  
**LOCATION:** The subject property is located at 8601 Liberty Grove Road, further described as Lot 1, Block A of the River Church Addition, Dallas County, TX, being 3.5 ± acres.

A location map depicting a 200-ft notification area is attached for reference. This notice and the notification area are required under Chapter 211.007 of the Texas Local Government Code.

**EXPLANATION OF REQUEST:** The subject property is located within the Urban Village Form Based District. The applicant, Lake Cities Community Church, requests a Major Warrant from the Form Based Code's signage requirements in order to construct a monument sign.

- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:  
 I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

**COMMENTS:**

I DO NOT THINK IT WILL DIMINISH THE LOOK OF THE AREA.  
CHURCH NEEDS TO BE IDENTIFIED BY ITS SIGN. IT WILL ENHANCE THE  
IMAGE OF THE COMMUNITY.

**SIGNATURE:**

Thomas Thomas

**ADDRESS:**

c/o EDC, 8601 Liberty Grove / Mailing Address: 4305 Vista Creek Dr., Rowlett, 75088

Your written comments are being solicited in the above case. Additional information is available in the Department of Development Services/Planning Division at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 7:00 p.m. on the 12<sup>th</sup> day of May, 2015 and the City Council will hold a public hearing at 7:30 p.m. on the 2<sup>nd</sup> day of June, 2015. Meetings are held at the Municipal Center, 4000 Main Street, Rowlett, Texas.

Please legibly respond in ink. If the signature and/or address are missing, your comments will not be recorded. The protest must be received by the Planning Division by 5 pm on Wednesday, May 6, 2015 to be included in the Planning and Zoning Commission's packet and May 27, 2015 to be included in the City Council packet. Responses received by May 6<sup>th</sup> will also be forwarded to City Council. Responses received after May 27<sup>th</sup> shall not be counted in the record of response. The protest shall object to the Major Warrant, contain a legal description of the property on behalf of which the protest is made, and be signed by the owner of the property (this notification is sufficient). If protests in the form of opposition are received from property owners within 200 feet of the subject property, and the property owners own a combined minimum of 20 percent or more of the land area, approval by the City Council shall only occur with a concurring vote of at least three-fourths of the full membership of the City Council.

If you have any questions concerning this request, please contact:

Phone 972-412-6114  
 FAX 972-412-6228  
 ejones@rowlett.com

RETURN by Mail  
 City of Rowlett Planning Division  
 3901 Main Street  
 Rowlett, TX 75088

**TOWNSCAPE, Inc.**  
Town Planning and Urban Design

# Memo

743 WILL RICE AVE  
IRVING, TX 75039

Townscape.com

To: Marc Kurbansade, Director of Development Services  
From: Arti Harchekar, AICP, CNU-A  
Date: 5 May 2015  
Re: Urban Design Officer Review of Lake Cities Community Church Monument Sign Major Warrant – 8601 Liberty Grove Road

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## Urban Design Officer Review

Per your request, we have reviewed the proposed Major Warrant package. We find that though in technical conflict with the Form Based Code's intent and standards for the Urban Village District there are unique and mitigating circumstances with this property:

- It is a church and can be considered a Landmark Building and is eligible for special standards; and,
- It is located directly on Liberty Grove Road, and impacts the image and development pattern in the Urban Village area both along Liberty Grove Road and in Woodside Living.

For this particular development site and user, we support a monument sign at the intersection of Liberty Grove and Princeton Road based on the applicant's willingness to conform to the following:

- a. The monument sign shall be limited to a maximum height of six feet (6'). The maximum size for the sign area is thirty-five square feet (35 sq. ft.) per sign face. The monument sign shall have a minimum one-foot (1') masonry base, measured from grade level to the bottom of the sign area. The base shall be landscaped.
- b. All building materials and colors utilized for construction of monument bases and sign frames shall be constructed of the same materials found on the main building on the lot, unless otherwise approved by Minor Warrant.
- c. Signs shall be located so as not to impede pedestrian circulation (current and planned) and block visibility for vehicles entering or leaving a site.

**Recommendation:** Approval of application.



Arti Harchekar, CNU-A

Associate  
**TOWNSCAPE, Inc.**



**City of Rowlett**  
**Staff Report**

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75030-0099  
www.rowlett.com

**AGENDA DATE:** 06/02/15

**AGENDA ITEM:** 8B

**TITLE**

Conduct a public hearing and consider an ordinance approving a Planned Development rezoning request with a base zoning district of Limited Office (O-1) with an allowance for multi-family senior housing for property located at 5500 Rowlett Road. (PD15-783).

**STAFF REPRESENTATIVE**

Erin Jones, Senior Planner

**SUMMARY**

The applicant, Churchill Residential, owns and operates 12 Evergreen Independent Senior Living Communities in Texas, 11 of which are located in the Dallas-Fort Worth Metroplex. They have been pursuing a location in Rowlett since 2011 in conjunction with the Texas Department of Housing and Community Affairs' (TDHCA) tax credit program. Most recently, they have applied to the State for funding for the subject property (Attachment 1- Location Map). The State process is competitive and requires zoning to be established as part of the evaluation. To that end, the applicant is pursuing rezoning that will allow them to construct an Independent Senior Living Complex should the project be selected for State tax credits. If the project is not selected, then the City Council has the option to rescind the zoning at that time. The purpose of this item is for the City Council to conduct a public hearing and take final action on the proposed rezoning request.

**BACKGROUND INFORMATION**

A sampling of Churchill's properties, including the Evergreen in Mesquite, Rockwall, and Plano, can be viewed at the following link: <http://www.churchillresidential.com/locations.aspx>. Evergreen at Rowlett is proposed to be a 138 unit, age-restricted (55+), subsidized, independent senior housing community. The proposed complex will be 100 percent income restricted and funded through the Department of Housing and Community Affairs 2015 funding cycle.

As previously mentioned, the TDHCA funding process is competitive. As part of the application process, applicants secure valuable points in a number of means:

1. An applicant can obtain points through a municipality providing support in the form of a resolution solely for one applicant: Resolution 005-15 (Attachment 2)
2. The adoption of a Community Revitalization Plan: Resolution 024-15 (Attachment 3).
3. A funding commitment resolution by City Council: Resolution 019-15 (Attachment 4).

Since the City Council approved the above-referenced Resolutions in support of the project, the applicant has been working on the rezoning proposal in order to finalize their State requirements. It is important to note that this project is solely contingent on approval of State tax credits. If the Planned Development is approved, but the credits are not, then the project will not be built. As was done in the past, if the project is not selected, then the City Council has the option to rescind the Planned Development and reinstate the previous zoning district.

**The Planning and Zoning Commission unanimously recommended approval of this item at their May 12, 2015, regular meeting with the condition that the applicant provide trees within the compatibility buffer. The applicant agreed to the condition and has updated the standards accordingly. The discussion can be viewed as Item C.3 at the following link: <http://rowlettx.swagit.com/play/05122015-1211>.**

## **DISCUSSION**

Based on the planned development application submitted, the applicant is proposing a four-story building with common areas and 138 senior living units. All units would be age restricted to those 55 and older (Exhibit C – Statement of Intent and Purpose; Exhibit D – Planned Development Standards; Exhibit E – Zoning Concept Plan).

Several amenities will be provided to residents. It should be noted that the following amenities are not regulated by zoning, but are rather a sampling of amenities from other communities that the applicant intends to replicate to some degree in Rowlett. Units have covered entries, full kitchens, energy star or equivalent appliances, ceiling fixtures, laundry hook-ups, and window coverings. In addition, community amenities will include a swimming pool, multi-purpose common room, business center, activities including health screenings, transportation, community laundry room, community gardens, benches, picnic tables, and perimeter fencing.

As part of the planned development application, Evergreen proposes to deviate from several Rowlett Development Code (RDC) standards. They have provided Planned Development Standards in Exhibit D, which will work in conjunction with Exhibit E to provide zoning regulations for the site. To make deviations from the current RDC standards clear, staff has created Table 1, on the following page. In creating this table, staff compared the proposed standards to the base zoning district of Limited Office (O-1) for use and setbacks and the multi-family building standards as this is the most similar use type referenced in the RDC today.

*{Remainder of page intentionally left blank.}*

<b>Table 1: Proposed Deviations from RDC Standards</b>		
<b>Regulation</b>	<b>Under Current Code</b>	<b>Proposed PD</b>
<b>Uses</b>	<ul style="list-style-type: none"> <li>• O-1 uses</li> <li>• No residential</li> </ul>	<ul style="list-style-type: none"> <li>• O-1 uses</li> <li>• Age restricted senior Multi-family housing</li> </ul>
<b>Carports</b>	<ul style="list-style-type: none"> <li>• Masonry if in front yard</li> <li>• Limit to 6 vehicles in a row</li> </ul>	<ul style="list-style-type: none"> <li>• Pre-engineer metal systems allowed</li> <li>• Limit to 8 vehicles per carport in a row</li> </ul>
<b>Dimensions</b>	<ul style="list-style-type: none"> <li>• Front setback 30 feet</li> </ul>	<ul style="list-style-type: none"> <li>• Front setback 28 feet</li> </ul>
<b>Parking</b>	<ul style="list-style-type: none"> <li>• 1.5 spaces per one-bedroom dwelling unit</li> <li>• 1.75 per two bedroom unit over 800 square feet</li> <li>• 0.25 per unit for guests</li> <li>• Parking area shall be separated from building by 10 feet for sidewalks and plantings</li> </ul>	<ul style="list-style-type: none"> <li>• 1.2 spaces per dwelling unit</li> <li>• Parking area shall be separated from building by 5 feet to allow for sidewalk and landscaping. If no sidewalk is needed the planting area shall be 3 feet wide.</li> </ul>
<b>Masonry</b>	<ul style="list-style-type: none"> <li>• 100 percent stone or brick</li> </ul>	<ul style="list-style-type: none"> <li>• 70% stone or brick, 30% cementitious board</li> </ul>
<b>Wall length and articulation</b>	<ul style="list-style-type: none"> <li>• Maximum wall length 160 feet</li> <li>• Walls over 50 feet in length shall incorporate wall plane projections or recessed having a depth of 10% the length of the façade.</li> </ul>	<ul style="list-style-type: none"> <li>• Maximum Wall Length 490 feet</li> <li>• Walls over 50 feet in length shall incorporate wall plane projections or recessed having a depth of 5% the length of the façade.</li> </ul>
<b>Roofs</b>	<ul style="list-style-type: none"> <li>• Rooflines longer than 50 feet require at least one elevation change of 2 feet.</li> </ul>	<ul style="list-style-type: none"> <li>• Rooflines longer than 100 feet shall require at least one vertical change of 3 feet and shall not require an elevation change every 50 feet.</li> </ul>
<b>Landscaping</b>		
<i>ROW Buffer</i>	<ul style="list-style-type: none"> <li>• 1 tree per 30 lineal feet</li> <li>• 10 shrubs per 30 lineal feet</li> </ul>	<ul style="list-style-type: none"> <li>• 1 tree per 50 Lineal feet</li> <li>• 10 shrubs per 50 lineal feet</li> </ul>
<i>Parking</i>	<ul style="list-style-type: none"> <li>• Landscape island every 12 parking spaces</li> <li>• Minimum landscape island size 10 by 18</li> </ul>	<ul style="list-style-type: none"> <li>• Landscape island every 15 parking spaces</li> <li>• Minimum landscape island size 9 by 18 feet</li> </ul>
<i>Compatibility Buffer</i>	<ul style="list-style-type: none"> <li>• 1 tree per 50 lineal feet</li> <li>• 10 shrubs per 30 lineal feet</li> </ul>	<ul style="list-style-type: none"> <li>• 6 ft. wooden privacy fence with tubular steel accents.</li> <li>• 1 tree per 50 lineal feet <b>(added per P&amp;Z Commission's recommendation)</b></li> </ul>

Further explanations of the more notable deviations are outlined below:

- **Carports** would be allowed to be constructed of pre-engineered metal systems wherever shown on Exhibit E. These carports are located to a great extent in the side

and rear of the building in the development, however, some could be visible from Old Rowlett Road.

- **Parking** is significantly reduced from RDC standards. This is due to the age of the residents at the facility. Fewer of these residents drive or own cars than the general population. Evergreen will provide transportation for local shopping for those without personal vehicles.
- **Masonry** standards are reduced. The applicant is proposing 70 percent masonry construction (brick, stone or stucco) and 30 percent cementitious board product. The reasoning for this is primarily aesthetics. Many of these fiber-cement boards, such as hardie board, carry 30 to 50 year warranties. These are durable products and do not require the same maintenance as wood.
- **Wall length and articulation** have also been modified. Based on the size of the main building, the RDC wall lengths requirements for O-1 are not practical. In addition, as depth of wall plane recessions and projections is related to wall length a smaller percentage will result in an equal or greater depth of recession or projection as would be required for a shorter wall.

Depth of wall plane projection	Current	Proposed
	160 x 10% = <b>16 feet</b>	450 x 5 percent = <b>22.5 feet</b>

- **Landscaping:** The applicant is requesting a privacy fence, which is not typically required, but is also not prohibited by the base zoning standards. The privacy fence is of great importance to the developer as it helps the residents feel secure. Per the Planning and Zoning Commission’s recommendation the applicant will also provide one canopy tree every 50 feet around the perimeter of the property in addition to the privacy fence.

Conformance with Rowlett Development Code Requirements

Section 77-805 of the *Rowlett Development Code (RDC)* provides approval criteria to be considered when evaluating rezoning requests including Planned Developments. Staff has added commentary in bold italics beneath each point of consideration.

- (1) Whether the proposed rezoning corrects an error or meets the challenge of some changing condition, trend, or fact;

***While there is no error in the zoning, there is a trend of aging in place that has been documented in the Realize Rowlett 2020 Comprehensive Plan. It was projected in the comprehensive plan that 20.3 percent of the Rowlett population in 2015 will be over 55. It was also noted through the comprehensive plan process that there is not sufficient housing stock appropriate for seniors looking for smaller, low-maintenance lifestyles. This rezoning will address this trend by providing low maintenance living for seniors.***

- (2) Whether the proposed rezoning is consistent with the comprehensive plan and the purposes of this code stated in subchapter 77-103, Purpose of this Code;

***This site is not located within one of the 13 opportunity areas in the Realize Rowlett 2020 Comprehensive Plan. As such, the guiding principles and existing zoning should inform development. This development proposal particularly meets the intent of Guiding Principal 3 “Make Rowlett a community that is attractive to people at all stages of their lives.” This includes those aging in place.***

- (3) Whether the proposed rezoning will protect or enhance the health, safety, morals, or general welfare of the public;

***The proposed zoning will likely enhance the health and safety of older residents who would like or may need a lower maintenance lifestyle and smaller living space. In addition, the proposed development would have the added benefit to Rowlett citizens by providing a housing choice for their aging family members, which is not currently available.***

- (4) Whether the municipality and other service providers will be able to provide sufficient transportation and utility facilities and services to the subject property, while maintaining sufficient levels of service to existing development;

***The proposed rezoning has been reviewed from the standpoint of providing sufficient transportation access and utilities (e.g., water, sanitary sewer, stormwater drainage). A detailed review and required upgrades to the system, if any, will be decided at the time of civil engineering review.***

- (5) Whether the proposed rezoning is likely to have significant adverse impacts on the natural environment, including air, water, noise, stormwater management, wildlife, and vegetation;

***It is highly unlikely that the proposed rezoning will have significant adverse impacts on the natural environment.***

- (6) Whether the proposed rezoning will have significant adverse impacts on other property in the vicinity of the subject tract;

***It is highly unlikely that the proposed rezoning will have significant adverse impacts on the surrounding properties. The proposed complex is not directly adjacent to any residential uses. In addition, senior living is considered a low impact use as it relates to traffic and noise. The traffic generation from this use is lower than office uses that would be permitted by right.***

- (7) The suitability of the subject property for the existing zoning classification and proposed zoning classification;

***The current zoning on this property is Limited Office (O-1). Multi-family housing is not an allowed use. The Planned Development proposes to maintain O-1 as the base zoning district while allowing a senior housing development. Staff deems this location generally appropriate for the proposed use as it is in close proximity to a public park and within a short driving distance to local shopping and the DART station.***

- (8) Whether there is determined to be an excessive proliferation of the use or similar uses;

***There is a lack of this use in Rowlett. As previously mentioned, during the Realize Rowlett 2020 planning initiative, it was found that by 2015 over 20 percent of Rowlett residents would be over 55. Despite this nationwide and local trend, there are currently no independent senior living communities in Rowlett. Allowing this use would address a housing need.***

- (9) Whether the proposed rezoning will ensure that future uses on the subject tract will be compatible in scale with uses on other properties in the vicinity of the subject tract; and

***The proposed rezoning is not directly adjacent to any other buildings. The other buildings in the general vicinity are one story, thus there is a difference in scale. However, based on the fact that the use of the building is considered low impact and the majority of the buildings in the area are office and industrial uses, Staff does not deem the additional height to be incompatible.***

- (10) The supply of land in the economically relevant area that is in the use district to be applied by the rezoning or in similar use districts, in relation to the demand for that land.

***Rowlett is considerably built-out and there is limited land available to meet demand for senior housing. The applicants have looked at numerous sites in Rowlett and find this is the best site for their use and economics.***

#### **Public Hearing Notices:**

Notice of this public hearing was mailed, posted, and published in accordance with State Law and the Rowlett Development Code. Thirteen (13) notices were mailed to property owners within 200 feet of the subject property on April 27, 2015, and as of May 27, 2015, one response has been returned in opposition and two have been returned in favor (Attachment 5). In addition, fifty-five (55) courtesy notices were mailed to property owners within 500 feet. One response was returned in opposition and two have been returned in favor (Attachment 6).

#### **FINANCIAL/BUDGET IMPLICATIONS**

N/A

#### **RECOMMENDED ACTION**

Staff recommends approval.

## **ORDINANCE**

**AN ORDINANCE OF THE CITY OF ROWLETT, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE, MAP AND PLAN OF THE CITY OF ROWLETT, TEXAS, AS HERETOFORE AMENDED, TO GRANT A CHANGE IN ZONING FROM “O-1” LIMITED OFFICE ZONING TO “PD” PLANNED DEVELOPMENT FOR A 5.50 +/- ACRE PORTION OF A 12.79 +/- ACRE PARCEL LOCATED IN TRACT 14 OF THE JOHN M. THOMAS SURVEY, ABSTRACT 1478, PAGE 460, GENERALLY LOCATED AT 5500 ROWLETT ROAD, AND BEING MORE PARTICULARLY DESCRIBED IN EXHIBIT “A”, IN THE CITY OF ROWLETT, DALLAS COUNTY, TEXAS; PROVIDING DEVELOPMENT AND USE STANDARDS; PROVIDING A REPEALING CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Planning and Zoning Commission of the City of Rowlett and the governing body of the City of Rowlett, in compliance with state laws with reference to amending the Comprehensive Zoning Ordinance, have given the requisite notice by publication and otherwise, and after holding due hearings and affording a full and fair hearing to all property owners and interested persons generally, the governing body of the City of Rowlett is of the opinion that said zoning ordinance and map should be amended as provided herein.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS:**

**Section 1.** That the Comprehensive Zoning Ordinance and Map of the City of Rowlett, Texas, heretofore duly passed by the governing body of the City of Rowlett, as heretofore amended, be and the same are hereby amended to grant a change in underlying zoning from “O-1” Limited Office Zoning to “PD” Planned Development for a 5.50 +/- acre portion of a 12.79 acre parcel located in Tract 14 of the John M. Thomas Survey, Abstract 1478, Page 460, generally located at 5500 Rowlett Road in the City of Rowlett, Dallas County, Texas, and being more particularly described in Exhibit “A” and Exhibit “B”, attached hereto and incorporated herein (hereinafter the “Property”).

**Section 2.** That the development standards and regulations set forth in Exhibit “D”, attached hereto and made a part hereof, shall be applicable to all land uses, structures, the use and occupancy of all structures, and the development, construction, operation and maintenance of all improvements on the Property described herein.

**Section 3.** That the Property shall be used only in the manner and for the purposes provided herein and by the ordinances of the City of Rowlett, Texas, as

heretofore amended, and as amended herein. The development, use and occupancy of the Property shall conform to the standards and regulations set forth in Exhibit "D" and Exhibit "E", the provisions of the Rowlett Development Code (Chapter 77 of the Code of Ordinances of the City of Rowlett, Texas), and the Code of Ordinances of the City of Rowlett, Texas, as amended. In the event of any conflict or inconsistency between the provisions of this ordinance and the provisions contained in any other provision of the Rowlett Development Code or other codes or ordinances of the City, the provisions of this ordinance shall control. In the event that this ordinance does not include a standard or regulation that is otherwise required for similar or comparable development or uses by the Rowlett Development Code or Code of Ordinances, then the standard or regulation required by the Development Code or other ordinance shall be applied to development and use of the Property.

**Section 4.** That all provisions of the ordinances of the City of Rowlett in conflict with the provisions of this ordinance as applicable to the Property be and the same are hereby repealed and all other provisions of the ordinances of the City of Rowlett not in conflict with the provisions of this ordinance shall remain in full force and effect.

**Section 5.** An offense committed before the effective date of this ordinance is governed by the prior law and the provisions of the Code of Ordinances, as amended, in effect when the offense was committed and the former law is continued in effect for this purpose.

**Section 6.** That should any sentence, paragraph, subdivision, clause, phrase or section of this ordinance be adjudged or held to be unconstitutional, illegal or invalid the same shall not affect the validity of this ordinance as a whole or any part or provision hereof other than the part so decided to be invalid, illegal or unconstitutional, and shall not affect the validity of the comprehensive zoning ordinance as a whole.

**Section 7.** That any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Code of Ordinances of the City of Rowlett, as heretofore amended, and upon conviction shall be punished by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense; and each and every day such violation shall continue shall be deemed to constitute a separate offense.

**Section 8.** This ordinance shall take effect immediately from and after its passage and the publication of the caption, as the law in such cases provides.

## **ATTACHMENTS**

Exhibit A – Legal Description

Exhibit B – Zoning Boundary  
Exhibit C – Statement of Intend and Purpose  
Exhibit D – Development Regulations  
Exhibit E – Concept Plan  
Exhibit F – Proposed Development Schedule  
Attachment 1 – Location Map  
Attachment 2 – Resolution 005-15  
Attachment 3 – Resolution 024-15  
Attachment 4 – Resolution 019-15  
Attachment 5 – 200 ft. Public Hearing Notice Responses  
Attachment 6 – 500 ft. Public Hearing Notice Responses

## EXHIBIT A - LEGAL DESCRIPTION

BEING 5.50 acres (239,580 square feet) of land located in the John M. Thomas Survey, Abstract Number 1478, City of Rowlett, Dallas County, Texas and being a portion of that certain tract of land described in a deed to Garland General Agency (hereinafter referred to as Garland tract), as recorded in Volume 89144, Page 1353, Deed Records, Dallas County, Texas (D.R.D.C.T.), said 5.50 acres (239,580 square feet) of land being more particularly describe, by metes and bounds, as follows:

BEGINNING at the Southwest corner of said Garland tract, same being the Northwest corner of that certain tract of land described in a deed to Joy Coyle Richards and Jerry Coyle Richards (hereinafter referred to as Richards tract), as recorded in Volume 88057, Page 3617, D.R.D.C.T., same being in the existing East right-of-way line of Old Rowlett Road (60' Right-of-way), according to the deed thereof recorded in Volume 2124, page 369, D.R.D.C.T.;

THENCE North 00 degrees 03 minutes 08 seconds East with the common line between said Garland tract and the existing East right-of-way line of said Old Rowlett Road, a distance of 298.59 feet to a five-eighths inch iron rod found for an angle point:

THENCE North 15 degrees 08 minutes 26 seconds West, continuing with the common line between said Garland tract and the existing East right-of-way line of said Old Rowlett Road, a distance of 40.83 feet to a point for corner;

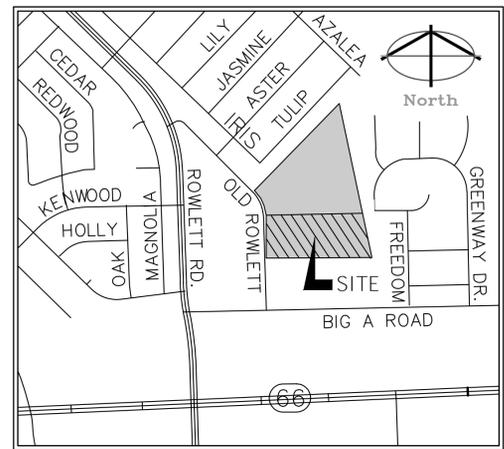
THENCE North 89 degrees 48 minutes 34 seconds East, departing the common line between said Garland tract and the existing East right-of-way line of said Old Rowlett Road and crossing said Garland tract, a distance of 683.30 feet to the West line of that certain tract of land described in a deed to the City of Rowlett (known as R. Arnold Park) according to the deed thereof, as recorded in Volume 2003015, Page 1864, D.R.D.C.T.;

THENCE South 11 degrees 49 minutes 48 seconds East with the common line between said Garland tract and said City of Rowlett tract, a distance of 345.13 feet to the Southwest corner of said City of Rowlett tract, same being in the North line of the aforesaid Richards tract;

THENCE South 89 degrees 48 minutes 34 seconds West with the common line between said Garland tract and said Richards tract, a distance of 743.66 feet to the Place of Beginning and containing a calculated area of 5.50 acres (239,580 square feet) of land.



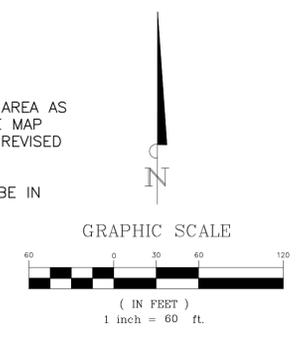
*MD* 02/13/15



VICINITY MAP  
N.T.S.

NOTES:

1. THIS LOT IS NOT IN A SPECIAL FLOOD AREA AS DEFINED BY FEMA FLOOD INSURANCE RATE MAP COMMUNITY PANEL NO. 48113CO240K AS REVISED DATED JULY 7, 2014
2. THE DEVELOPMENT OF THIS SITE WILL BE IN ACCORDANCE WITH THE CITY OF ROWLETT DEVELOPMENT STANDARDS.



LEGAL DESCRIPTION:

BEING 5.50 ACRES (239,580 SQUARE FEET) OF LAND LOCATED IN THE JOHN M. THOMAS SURVEY, ABSTRACT NUMBER 1478, CITY OF ROWLETT, DALLAS COUNTY, TEXAS AND BEING A PORTION OF THAT CERTAIN TRACT OF LAND DESCRIBED IN A DEED TO GARLAND GENERAL AGENCY (HEREINAFTER REFERRED TO AS GARLAND TRACT), AS RECORDED IN VOLUME 89144, PAGE 1353, DEED RECORDS, DALLAS COUNTY, TEXAS (D.R.D.C.T.). SAID 5.50 ACRES (239,580 SQUARE FEET) OF LAND BEING MORE PARTICULARLY DESCRIBE, BY METES AND BOUNDS, AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF SAID GARLAND TRACT, SAME BEING THE NORTHWEST CORNER OF THAT CERTAIN TRACT OF LAND DESCRIBED IN A DEED TO JOY COYLE RICHARDS AND JERRY COYLE RICHARDS (HEREINAFTER REFERRED TO AS RICHARDS TRACT), AS RECORDED IN VOLUME 88057, PAGE 3617, D.R.D.C.T., SAME BEING IN THE EXISTING EAST RIGHT-OF-WAY LINE OF OLD ROWLETT ROAD (60' RIGHT-OF-WAY), ACCORDING TO THE DEED THEREOF RECORDED IN VOLUME 2124, PAGE 369, D.R.D.C.T.:

THENCE NORTH 00 DEGREES 03 MINUTES 08 SECONDS EAST WITH THE COMMON LINE BETWEEN SAID GARLAND TRACT AND THE EXISTING EAST RIGHT-OF-WAY LINE OF SAID OLD ROWLETT ROAD, A DISTANCE OF 298.59 FEET TO A FIVE-EIGHTHS INCH IRON ROD FOUND FOR AN ANGLE POINT:

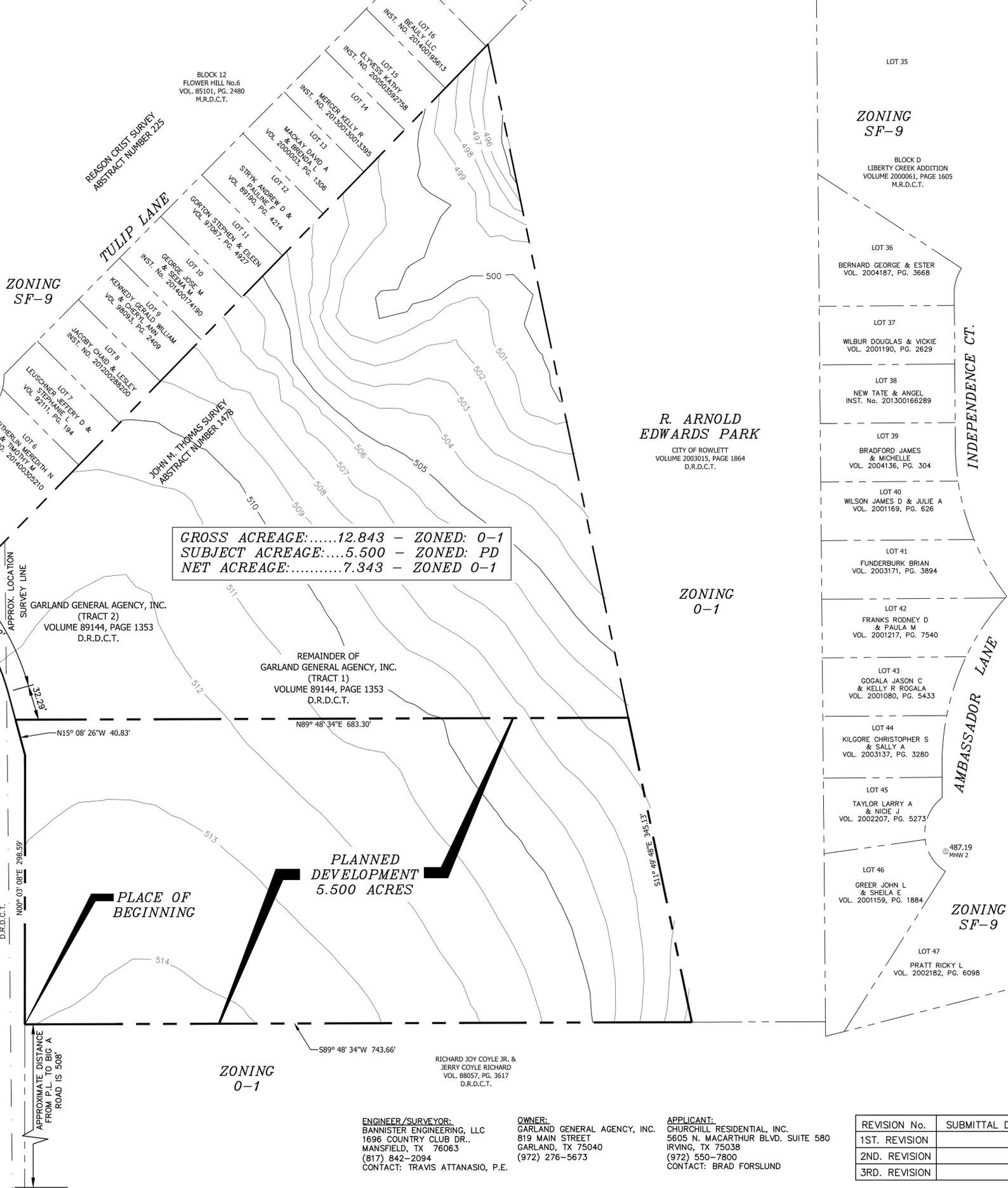
THENCE NORTH 15 DEGREES 08 MINUTES 26 SECONDS WEST, CONTINUING WITH THE COMMON LINE BETWEEN SAID GARLAND TRACT AND THE EXISTING EAST RIGHT-OF-WAY LINE OF SAID OLD ROWLETT ROAD, A DISTANCE OF 40.83 FEET TO A POINT FOR CORNER:

THENCE NORTH 89 DEGREES 48 MINUTES 34 SECONDS EAST, DEPARTING THE COMMON LINE BETWEEN SAID GARLAND TRACT AND THE EXISTING EAST RIGHT-OF-WAY LINE OF SAID OLD ROWLETT ROAD AND CROSSING SAID GARLAND TRACT, A DISTANCE OF 683.30 FEET TO THE WEST LINE OF THAT CERTAIN TRACT OF LAND DESCRIBED IN A DEED TO THE CITY OF ROWLETT (KNOWN AS R. ARNOLD PARK) ACCORDING TO THE DEED THEREOF, AS RECORDED IN VOLUME 2003015, PAGE 1864, D.R.D.C.T.:

THENCE SOUTH 11 DEGREES 49 MINUTES 48 SECONDS EAST WITH THE COMMON LINE BETWEEN SAID GARLAND TRACT AND SAID CITY OF ROWLETT TRACT, A DISTANCE OF 345.13 FEET TO THE SOUTHWEST CORNER OF SAID CITY OF ROWLETT TRACT, SAME BEING IN THE NORTH LINE OF THE AFORESAID RICHARDS TRACT:

THENCE SOUTH 89 DEGREES 48 MINUTES 34 SECONDS WEST WITH THE COMMON LINE BETWEEN SAID GARLAND TRACT AND SAID RICHARDS TRACT, A DISTANCE OF 743.66 FEET TO THE PLACE OF BEGINNING AND CONTAINING A CALCULATED AREA OF 5.50 ACRES (239,580 SQUARE FEET) OF LAND.

GROSS ACREAGE:.....12.843 - ZONED: 0-1  
 SUBJECT ACREAGE:.....5.500 - ZONED: PD  
 NET ACREAGE:.....7.343 - ZONED 0-1



**BANNISTER ENGINEERING**  
 1696 Country Club Drive | Mansfield, TX 76063 | 817.842.2094 | 817.842.2095 fax  
 REGISTRATION # F-10599 (TEXAS)

ENGINEER/SURVEYOR:  
 BANNISTER ENGINEERING, LLC  
 1696 COUNTRY CLUB DR.,  
 MANSFIELD, TX 76063  
 (817) 842-2094  
 CONTACT: TRAVIS ATTANASIO, P.E.

OWNER:  
 GARLAND GENERAL AGENCY, INC.  
 819 MAIN STREET  
 GARLAND, TX 75040  
 (972) 276-5673

APPLICANT:  
 CHURCHILL RESIDENTIAL, INC.  
 5605 N. MACARTHUR BLVD. SUITE 580  
 IRVING, TX 75038  
 (972) 550-7800  
 CONTACT: BRAD FORSLUND

REVISION No.	SUBMITTAL DATE
1ST. REVISION	
2ND. REVISION	
3RD. REVISION	

ZONING EXHIBIT B  
 for  
 EVERGREEN AT ROWLETT  
 Being a Tract of land located in the John  
 M. Thomas Survey, Abstract No. 1478  
 and the U. Matthusen Survey, Abstract  
 No. 1017, City of Rowlett  
 Dallas County, Texas  
 February 13, 2015

**Evergreen at Rowlett Senior Community**  
**Planned Development Zoning Change**

**Exhibit C**

**STATEMENT OF INTENT AND PURPOSE**

**Description of Project Use.**

Evergreen at Rowlett will be a 138 unit age restricted senior independent living community. The concept and development standards will be similar to Evergreen at Richardson and Evergreen at Arbor Hills in Carrollton. The website for the 12 existing Evergreen Communities is [www.evergreenseniorcommunities.com](http://www.evergreenseniorcommunities.com).

**Existing and proposed zoning use.**

The existing zoning is O-1 Limited Office and the applicant is requesting Planned Development with some of the Multifamily zoning attributes and requirements. The PD will leave the existing zoning rights, and add age restricted senior housing as an additional permitted use.

**Proposed Residential Density.**

26 units per acre 138 units on 5.5 acres.

**Approval Criteria for Section 77 of the Rowlett Code**

1. The proposed zoning allows a product that has not been developed in Rowlett. There are no independent senior living communities in Rowlett. Many of the Evergreen buildings have been developed on commercially zoned land that had limited demand for commercial uses.
2. We believe the site is appropriate for this use. The city studies have shown the need for senior housing in Rowlett.
3. This use will better the general welfare of Rowlett residents and their families.
4. The city services will be adequate for this community. Churchill provides scheduled transportation, and the site is near existing public transportation. Traffic impact from this use is about the lowest traffic generator of any land use, substantially less than retail, commercial and single family. We have not had to submit a TIA on any Evergreen site to date for this reason; however we will do so if requested by the City of Rowlett.
5. We don't believe the development will have any negative impact on the environment. We have submitted our Phase I that was performed in February. Our financing requires us to do

one of the most extensive environmental reports we have seen. This report will be done after receiving a financing commitment in August.

6. The proposed use will not have any negative impact on surrounding uses. We believe senior housing is a good buffer from single family.
7. The PD will continue to allow the existing uses of O-1 and add senior housing to the permitted uses, which we believe is suitable to the site and situation.
8. There are no independent senior living communities in Rowlett, and it will be very difficult to access capital for this price point product in the future.
9. This use is compatible with future uses of land in the area, which is commercial.
10. There is very little land that is available at a price and location that will be suitable for the financing on this proposed development. This coupled with the strong possibility of obtaining the necessary financing makes this a rare and opportune time to develop this project.

**Evergreen at Rowlett Senior Community**  
**Planned Development Zoning Change**

**Exhibit D**

**PLANNED DEVELOPMENT STANDARDS**

General Standards

1. Development shall take place in accordance with the attached Zoning Exhibit (Exhibit E).
2. Development shall take place in accordance with 0-1 as outlined in the City of Rowlett Development Code, except as indicated below.

Use Regulations

1. Age Restricted Senior Living Development shall be a permitted use. The property shall be deed restricted as to the potential development and use of a senior independent living community on the land. Specifically, each unit shall be solely occupied by individuals fifty five (55) of age or older. A copy of the deed restriction for the property shall be submitted to the City Attorney for review and approval prior to the issuance of any replat or building permits for the construction of a senior living community. The deed restrictions must be filed of record with the plat. Any termination or amendment of the deed restrictions shall require the review of the City Attorney and the approval of the City Council of the City of Rowlett prior to recordation.
2. Refuse Facilities shall be provided as shown on the Zoning Exhibit (Exhibit E).
3. Garages and Carports are permitted and shall be limited to eight (8) parking spaces per structure, and shall not require a Conditional Use Permit.
4. All on-site carports are permitted to be constructed per the regulations located in the Rowlett Development Code, Section 77-303.C.7(c) for rear yard carports, which allows for carports to be constructed of pre-engineered metal-based systems.

Dimensional Requirements

1. The minimum Front Setback shall be 30 feet.
2. The minimum Side Setback shall be 20 feet.
3. There will be 3 to 4 connected residential buildings with an integrated club.

Development & Design Standards

1. Required Off-Street Parking Spaces shall be 166 total, or 1.2 spaces per dwelling unit. The following Evergreen developments have 1.2 spaces per dwelling unit.

Evergreen at Lewisville  
Evergreen at Keller  
Evergreen at Arbor Hills  
Evergreen at Rockwall

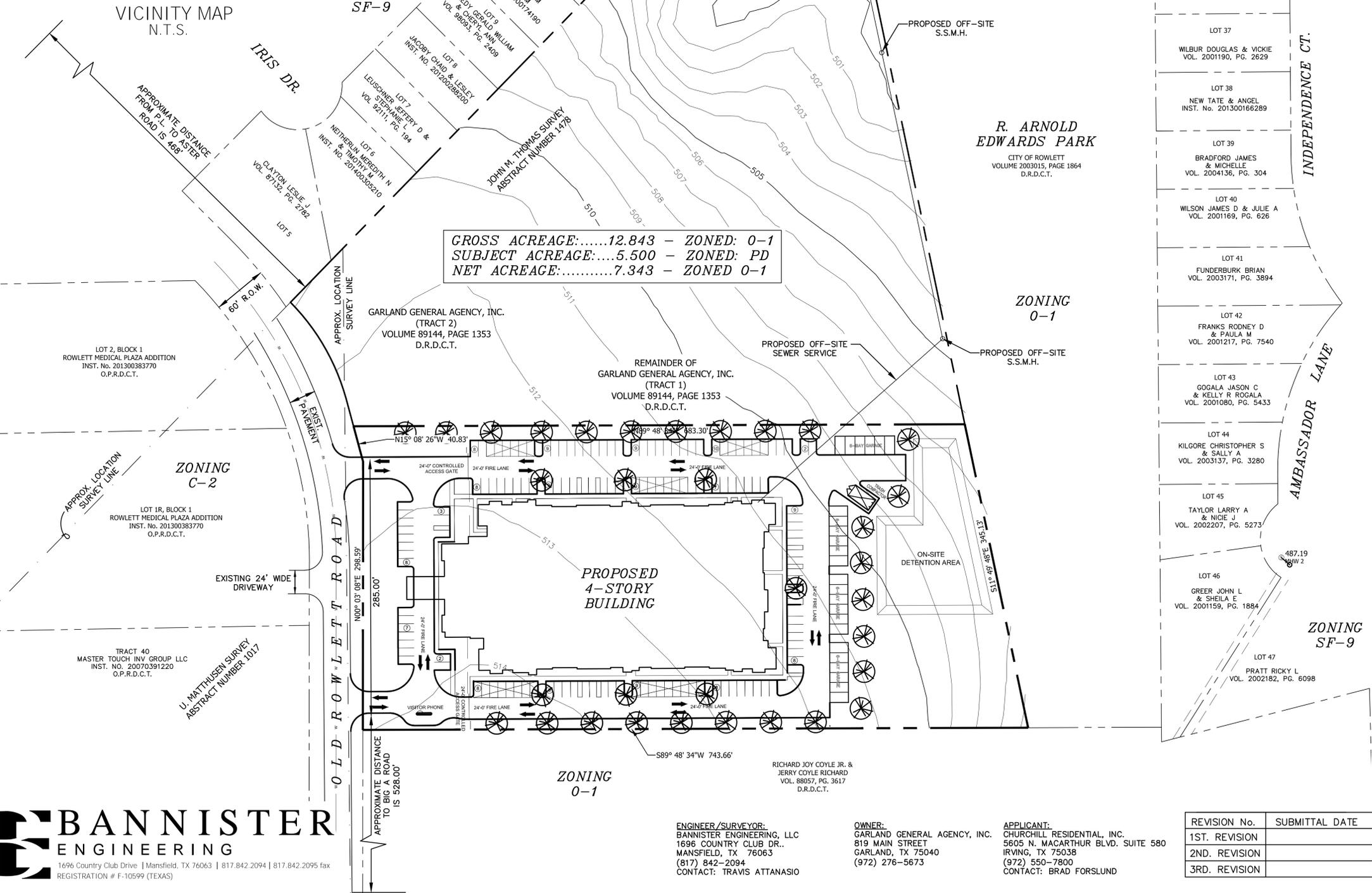
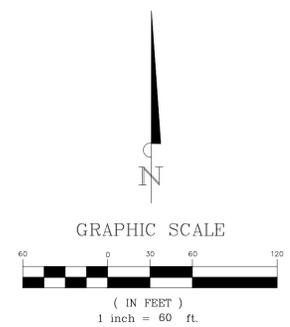
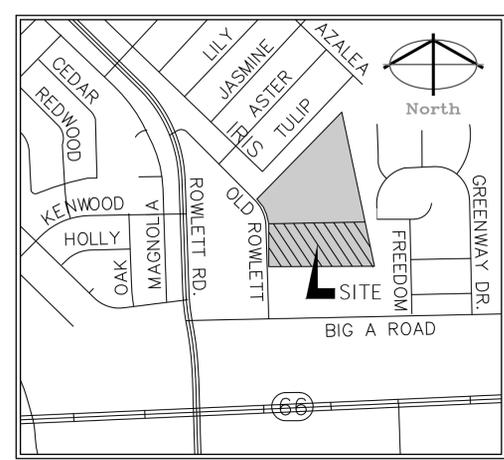
Evergreen at Plano  
Evergreen at Vista Ridge  
Evergreen Farmers Branch

106 Open Spaces  
36 Carports  
24 Garages  
166 Total Parking

2. Parking Areas may be separated from buildings by an area of variable width, at least 5 feet wide to allow for sidewalks and landscaping. If no sidewalk is needed along the parking area, then the minimum separation shall be 3 feet.
3. Building Materials shall be minimum 70% brick and/or stone masonry and 30% Cementitious board, exclusive of roofs, doors, windows, dormers, and gables.
4. Maximum Building Length shall be 490 feet.
5. The buildings will be 4 story with the exception of the Club.
6. Rooflines longer than 100 feet shall contain at least one vertical elevation change of at least 3 feet.
7. Each façade greater than 50 feet in length, measured horizontally, shall incorporate wall plane projections or recesses having a depth of at least five percent (5%) of the length of the façade, and extending at least 20 percent of the length of the façade. No uninterrupted length of any façade shall exceed 50 horizontal feet.

#### Landscape Standards

1. The ROW Buffer shall be 15 feet minimum in width, contain 1 tree per 50 lineal feet, and contain 10 evergreen shrubs per 30 lineal feet. Our landscape architect recommends 50 lineal feet for the trees to give the canopy of the trees more room; better tree growth and increased visibility. Canopy and Ornamental Trees may be used to fulfill the tree requirement. Tree Clusters shall be spaced no more than 50 feet on center.
2. The compatibility buffer located around the perimeter of the property shall be primarily composed of a 6 foot wooden privacy fence. A 6 foot tubular steel fence with masonry columns may be substituted for a portion of the fence at the developer's discretion in order to provide for an aesthetic accent. Trees shall be planted every 50 ft. in addition to the privacy fence.
3. Landscape Islands shall be located no farther apart than every 12 parking spaces. Such islands shall contain at least one tree, except a tree will not be required if an existing or proposed utility easement is present or needed. Landscape islands shall have a minimum size of 10 feet x 18 feet (standard parking space).
4. Onsite detention will be required and the details of the system will be determined at the time of civil engineering plan review.



GROSS ACREAGE:.....12.843 - ZONED: O-1  
 SUBJECT ACREAGE:.....5.500 - ZONED: PD  
 NET ACREAGE:.....7.343 - ZONED O-1

- NOTES:**
1. THIS LOT IS NOT IN A SPECIAL FLOOD AREA AS DEFINED BY FEMA FLOOD INSURANCE RATE MAP COMMUNITY PANEL NO. 48113C0240K AS REVISED DATED JULY 7, 2014
  2. DEVIATION FROM CURRENT DEVELOPMENT STANDARDS/REGULATIONS NOT SPECIFICALLY ADDRESSED/LISTED FOR APPROVAL AS PART OF THE PLANNED DEVELOPMENT REGULATIONS MAY REQUIRE A HEARING/APPROVAL BY THE BOARD OF ADJUSTMENTS (BOA).
  3. ALL CURRENT DEVELOPMENT REQUIREMENTS OF THE CITY AS AMENDED SHALL BE MET UNLESS APPROVED OTHERWISE WITHIN THESE PLANNED DEVELOPMENT ZONING DISTRICT DEVELOPMENT REGULATIONS.
  4. THIS ZONING CONCEPT PLAN IS FOR ILLUSTRATIVE PURPOSES ONLY AND SUBJECT TO CHANGE. THIS ZONING CONCEPT PLAN, ALONG WITH DEVELOPMENT REGULATIONS, IS INTENDED TO DESCRIBE THE INTENT OF THE PLANNED DEVELOPMENT. SIGNIFICANT DEVIATIONS FROM THIS ZONING CONCEPT PLAN, AS DETERMINED BY THE DIRECTOR OF PLANNING WILL REQUIRE AN AMENDMENT TO THE ZONING CONCEPT PLAN AND, AS NECESSARY, THE DEVELOPMENT REGULATIONS.

SITE SUMMARY TABLE	
GENERAL SITE DATA:	
EXISTING ZONING	0-1
PROPOSED ZONING	PD
LAND USE	RETIREMENT COMMUNITY
LOT AREA	239,580 S.F. (5.500 ACRES)
TOTAL BUILDING AREA (SQUARE FEET)	149,744 S.F.
BUILDING HEIGHT (STORIES)	TOP OF RIDGE 60'-0" - 4 STORY
LOT COVERAGE	70.00%
IMPERVIOUS SURFACE AREA	76,252 SQ. FT.
PERVIOUS SURFACE AREA	163,328 SQ. FT.
PARKING:	
PARKING RATIO REQUIRED	0.75 PER UNIT
REQUIRED PARKING	138 UNITS (0.75) = 104
PROVIDED PARKING	166 SPACES

# ZONING EXHIBIT E

for

## EVERGREEN AT ROWLETT

Being a Tract of land located in the John M. Thomas Survey, Abstract No. 1478 and the U. Matthusen Survey, Abstract No. 1017, City of Rowlett  
 Dallas County, Texas  
 February 13, 2015

**BANNISTER ENGINEERING**  
 1696 Country Club Drive | Mansfield, TX 76063 | 817.842.2094 | 817.842.2095 fax  
 REGISTRATION # F-10599 (TEXAS)

**ENGINEER/SURVEYOR:**  
 BANNISTER ENGINEERING, LLC  
 1696 COUNTRY CLUB DR..  
 MANSFIELD, TX 76063  
 (817) 842-2094  
 CONTACT: TRAVIS ATTANASIO

**OWNER:**  
 GARLAND GENERAL AGENCY, INC.  
 819 MAIN STREET  
 GARLAND, TX 75040  
 (972) 276-5673

**APPLICANT:**  
 CHURCHILL RESIDENTIAL, INC.  
 5605 N. MACARTHUR BLVD. SUITE 580  
 IRVING, TX 75038  
 (972) 550-7800  
 CONTACT: BRAD FORSLUND

REVISION No.	SUBMITTAL DATE
1ST. REVISION	
2ND. REVISION	
3RD. REVISION	

**Evergreen at Rowlett Senior Community**  
**Planned Development Zoning Change**

**Exhibit F**

**DEVELOPMENT SCHEDULE**

Requested zoning approval from City Council on or before June 30.

We hope to receive our financing commitment in August.

We would plan to have a building permit by December 2015, and start construction January 2016.

The construction time is estimated at 13-15 months and we would plan to be finished construction by March 31, 2017. First occupancy would be November 2016. The property would be fully occupied by the end of 2017 at the latest.



200' Notification Area

Subject Property



Evergreen Senior Living Planned Development  
Map Created: April 27, 2015

200 FT NOTIFICATION AREA



# City of Rowlett

## Official Copy

Resolution: RES-005-15

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

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**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS EXPRESSING SUPPORT FOR THE EVERGREEN ROWLETT SENIOR COMMUNITY, L.P., PROJECT; AUTHORIZING THE MAYOR TO CERTIFY THIS RESOLUTION TO THE TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS; AND, PROVIDING AN EFFECTIVE DATE.**

**WHEREAS** Evergreen Rowlett Senior Community, L.P. has proposed a development for affordable rental housing for active adults aged 55 and older located at the 5500 block of Old Rowlett Road, named Evergreen at Rowlett in the City of Rowlett, Dallas County, Texas;

**WHEREAS** Evergreen Rowlett Senior Community, L.P., has advised that it intends to submit an application to the Texas Department of Housing and Community Affairs (TDHCA) for 2015 Competitive nine percent (9%) Housing Tax Credits and HOME Funds for Evergreen Rowlett Senior Community, L.P.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS:**

**Section 1.** That the City Council of the City of Rowlett, Texas, hereby confirms that it supports the proposed Evergreen Rowlett Senior Community, L.P., proposed project located in the 5500 Block of Old Rowlett Road, Rowlett, Dallas County, Texas and its application to the TDHCA, **TDHCA #15020**, and that this formal action has been taken to put on record the opinion expressed by the City of Rowlett on the 20<sup>th</sup> day of January, 2015 and

**Section 2.** That the City of Rowlett, acting through its governing body, hereby confirms that the proposed Evergreen Rowlett Senior Community, L.P., **TDHCA #15020**, located in the 5500 block of Old Rowlett Road, Rowlett, Dallas County, Texas most significantly contributes to the concerted revitalization efforts of the City of Rowlett, and

**Section 3.** That for and on behalf of the City Council, the Mayor is hereby authorized, empowered, and directed to certify these resolutions to the Texas Department of Housing and Community Affairs.

**Section 4.** That this resolution shall become effective immediately upon its passage.

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At a meeting of the City Council on January 20, 2015 this Resolution be adopted. The motion carried by the following vote:

**Ayes: 5** Mayor Gottel, Mayor Pro Tem Gallops, Councilmember van Bloemendaal, Councilmember Dana-Bashian and Councilmember Bobbitt

**Abstain: 1** Deputy Mayor Pro Tem Pankratz

**Absent: 1** Councilmember Sheffield

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Approved by   
Mayor

Date January 20, 2015

Approved to form by   
City Attorney

Date January 20, 2015

Certified by   
City Secretary

Date January 20, 2015





# City of Rowlett

## Official Copy

Resolution: RES-024-15

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

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**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS, APPROVING AND ADOPTING THE CENTRAL ROWLETT COMMUNITY REVITALIZATION PLAN; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, it is in the public interest for the City to formalize a vision, contained within a plan, to assist and manage orderly and sustainable development within the City; and,

**WHEREAS**, the City has commenced investing funding and activity, directly or through cooperation with other governmental entities, for public improvements with a total budget or projected economic value of \$11.5M for the target area generally bounded by Rowlett Road to the west, Llano Street to the south, President George Bush Turnpike to the east, and Carters Branch (stream) to the north, to be known as the "Central Rowlett" area; and

**WHEREAS**, the City of Rowlett expects that the proposed Central Rowlett Community Revitalization Plan will revitalize the neighborhood and address in a substantive and meaningful way the following five material factors: (a) adverse environmental factors (b) presence of blight, (c) presence of inadequate transportation or infrastructure, (d) lack of local business providing employment opportunities, and (e) efforts to promote diversity; and

**WHEREAS**, the City Council posted notices and conducted a public hearing regarding the Central Rowlett Community Revitalization Plan; and

**WHEREAS**, the City Council has determined that it is in the interest of the public health, safety and welfare to approve and adopt the Central Rowlett Community Revitalization Plan, attached hereto as Exhibit "A";

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS:**

**Section 1:** The recitals set forth above are incorporated herein for all purposes as if set forth in full.

**Section 2:** That the governing body of the City of Rowlett (the City Council) hereby approves and adopts the Central Rowlett Community Revitalization Plan attached hereto as Exhibit "A" (the "Plan").

**Section 3:** That the City Council hereby certifies: (a) the Plan was duly adopted with the required public comment processes followed, (b) the funding and activity under the Plan has already commenced; (c) there is no reason to believe that the

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overall funding for the full and timely implementation of the Plan will be unavailable.

**Section 4:** That the City Council hereby confirms that the Evergreen Rowlett Senior Community, L.P. proposed project located in the 5500 block of Old Rowlett Road, Rowlett, Dallas County, Texas will contribute most significantly to the concerted revitalization efforts of the City of Rowlett.

**Section 5:** This resolution shall become effective immediately upon its passage.

At a meeting of the City Council on February 17, 2015 this Resolution be adopted. The motion carried by the following vote:

**Ayes: 6** Mayor Gottel, Mayor Pro Tem Gallops, Councilmember van Bloemendaal, Councilmember Dana-Bashian, Councilmember Bobbitt and Councilmember Sheffield

**Abstain: 1** Deputy Mayor Pro Tem Pankratz

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Approved by [Signature]  
Mayor

Date February 17, 2015

Approved to form by [Signature]  
City Attorney

Date February 17, 2015

Laura Hallmark  
City Secretary

Date February 17, 2015



*Mayor* ~ Todd Gottel  
*Mayor Pro Tem* ~ Michael Gallops  
*Deputy Mayor Pro Tem* ~ Carl Pankratz

*City Council* ~  
 Rick Sheffield  
 Tammy Dana-Bashian  
 Debby Bobbitt  
 Robbert van Bloemendaal

*City Manager* ~ Brian Funderburk

*Rowlett*  
 T E X A S



*A unique community where families  
 enjoy life and feel at home*

February 18, 2015

Texas Department of Housing and Community Affairs  
 Ms. Jean Latsha, Director of Multifamily Finance  
 221 East 11<sup>th</sup> Street  
 Austin, TX 78701

**RE: Central Rowlett Community Revitalization Plan,  
 Evergreen at Rowlett Senior Community (TDHCA #15020)**

Dear Ms. Latsha:

Please accept this letter as confirmation that the Central Rowlett Community Revitalization Plan (CRP) is in place prior to the TDHCA's Full Application Final Delivery Date (February 27, 2015) pursuant to §11.2 of the Qualified Allocation Plan (QAP) and meets §11.9(d)(7) of the QAP referencing the Community Revitalization Plan. The City endorses Evergreen at Rowlett Senior Community (TDHCA #15020) for the maximum six (6) points under this scoring criterion – four (4) points since the Development is in the target area of the CRP, whose total budget or projected economic value exceeds \$6,000,000 and two (2) points since the City has explicitly identified Evergreen at Rowlett Senior Community, in a resolution, as contributing most significantly to the concerted revitalization efforts of the City.

The proposed Evergreen at Rowlett Senior Community Project is within the city limits of the City of Rowlett, and I am the appropriate local official to assert the following. The City certifies that the CRP was duly adopted by the City Council with Resolution No. 024-15 and the CRP adoption process followed the required public comment processes of the City; the funding and activity under the CRP has already commenced; and the adopting municipality, the City of Rowlett, has no reason to believe that overall funding for the full and timely implementation of the CRP will be unavailable. The CRP has a total budget or projected economic value that exceeds \$12,000,000.

As stated above and evidenced in the separate Resolution No. 024-15, the City explicitly identified the proposed Evergreen at Rowlett Senior Community as contributing most significantly to the City's concerted revitalization efforts. The CRP will revitalize the target area in a substantive and meaningful way by means of the following 5 factors

- (a) Adverse environmental factors
- (b) Presence of blight
- (c) Presence of inadequate transportation or infrastructure
- (d) Lack of local business providing employment opportunities
- (e) Efforts to promote diversity

# CENTRAL ROWLETT COMMUNITY REVITALIZATION PLAN (CRP)

City of Rowlett



FEBRUARY 2015

Prepared By:

**Kimley»»Horn**

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**EXHIBIT A**

## EXHIBIT A

## OVERVIEW

## INTRODUCTION

The **Central Rowlett** Community Revitalization Plan ("CRP") serves as a guiding document that articulates the City's currently planned vision within the designated Downtown/Central Rowlett CRP area in the City of **Rowlett**, Texas. The Plan also: (1) provides a framework for designation as a Community Revitalization Plan (CRP) under the Texas Department of Housing and Community Affairs (TDHCA) 2015 Qualified Allocation Plan (QAP); (2) identifies support for the allocation of public resources; and (3) recognizes the opportunities for further development and revitalization within the area.

The City of Rowlett has made on-going efforts to maintain a strong community character, facilitate the development of quality housing options, and provide local economic opportunities in the Central Rowlett CRP target area. City-wide long-range planning efforts that have influenced the development of this area have occurred since 1986, with the City's first Comprehensive Plan. Since then, the City of Rowlett has reassessed community-wide issues and established development goals through additional planning efforts, most recently in 2012 with the adoption of the Realize Rowlett 2020 Comprehensive Plan. As part of this plan update, the City began an evaluation process of targeted opportunity subareas, including the city's downtown. This Downtown Strategic Plan was adopted in the Fall of 2012. In addition, the City adopted an updated Parks, Recreation & Open-Space Master Plan in October 2011 which identifies future recreational and aesthetic amenities for the area. This CRP acts as a summary of those planning efforts that strategically leverage public resources to revitalize this part of the city and stimulate new private investment.

On **February 17, 2015** the **City of Rowlett** City Council, after having held a public hearing on the matter, authorized and approved the Community Revitalization Plan for the **Central Rowlett** CRP area, formalizing the community effort and acknowledging recent-past investment in the CRP and the City's vision for future investment.

## EXHIBIT A

## CRP AREA PROFILE

## AREA CHARACTERISTICS

The Central Rowlett CRP target area is generally bounded by Rowlett Road to the west, Llano Street to the south, the President George Bush Turnpike to the east, and Lakeview Parkway (SH 66) and the Carters Branch creek to the north. This area incorporates the Downtown Strategic Plan area defined during Realize Rowlett 2020 Phase II, as well as the developing land north of SH 66 (Lakeview Pkwy). The boundary was selected for this CRP to reflect both the City's targeted redevelopment efforts within the downtown study area, as well as the potential for continued commercial and residential growth in the greater central district of Rowlett. As public investment and private development occurs under the guidance of the Downtown regulating plan, these improvements will likely have influence on the success and economic value of the surrounding community. In particular, the investments as a result of the Downtown plan are likely to act as a catalyst for further development to the north. An area map identifying the CRP boundary in relation to the overall city is included in Figure 1. A more detailed CRP boundary map is shown in Figure 2.

## SOUTH OF LAKEVIEW PARKWAY

The Downtown development district, as identified in the Downtown Strategic Plan, is truly defined as a regional destination by its connections to the Dallas-Fort Worth area, served by the President George Bush Turnpike and the Dallas Area Rapid Transit (DART) rail system. Both of these key infrastructure projects were completed within the last 5 years. In addition, important thoroughfares such as SH 66 (Lakeview Parkway), Rowlett Road, and Main Street enhance the area's connectivity and economic development opportunities.

Main Street through the heart of downtown is characterized by smaller scale retail and office development, older residential structures, pedestrian-friendly streetscaping, and numerous civic uses. City Hall, a public library, and two parks (Veteran's Park and Herfurth Park) are located in this area. Coyle Middle School is also located within the Downtown boundary, just south of Main Street.

North of Main Street and the DART rail line, development is characterized more by light industrial uses, with numerous vacant parcels offering development opportunities. Along the major thoroughfares, Rowlett Road and Lakeview Parkway, the land use pattern transitions to strip commercial development.

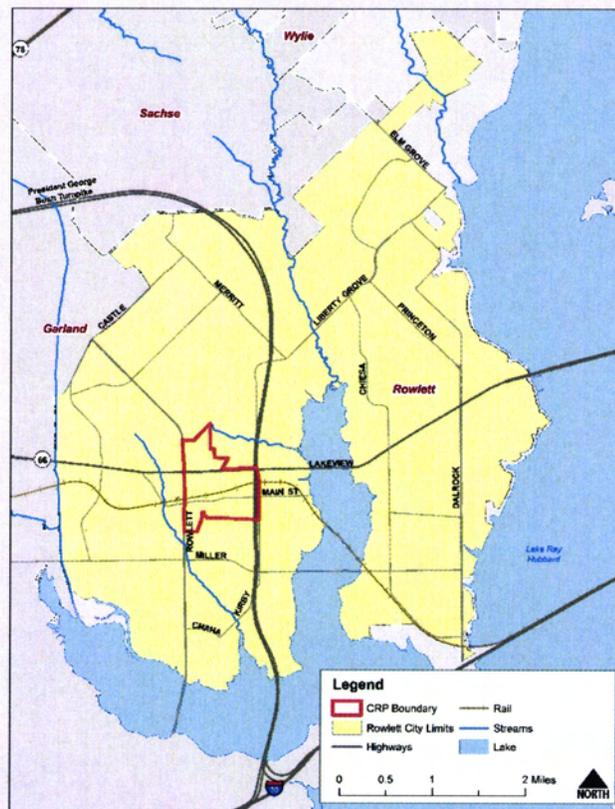


EXHIBIT A

NORTH OF LAKEVIEW PARKWAY

The CRP area north of Lakeview Parkway (SH 66) is similar in development pattern to the northern edge of the downtown area – with strip centers and general retail along the thoroughfares, and some light industrial uses. However, large areas of undeveloped land exists along the internal roads, Big A Road and Old Rowlett Road. This area is anticipated to continue to develop in the same manner, with parcels zoned General Commercial/Retail and Limited Office.

The northern edge of the CRP boundary includes city-owned land identified as future R. Arnold Edwards Park. This park backs onto the Carters Branch creekway and the floodplain.



Figure 2: CRP Boundary Map

EXHIBIT A

DEMOGRAPHIC SNAPSHOT

The Central Rowlett CRP is located within the U.S. Census tracts 181.33 and 181.40 in Dallas County. The following is a demographic summary of the area based on 2010 Census data.

Table 1. Demographic Summary

	Census Tract 181.33	Census Tract 181.40
<b>Population</b>	3,457	5,377
<b>Ethnicity</b>		
Hispanic/Latino	768	955
Black	266	921
White	2,251	2,994
American Indian	23	21
Asian	91	367
Native Hawaiian/Pacific Islander	1	0
Other	57	119
<b>Housing Tenure</b>		
Owner-occupied Housing Units	1,143	1,313
Renter-occupied Housing Units	146	458
<b>Median Household Income</b>	\$63,424	\$85,540
<b>Housing Units</b>		
Single-Family	1,293	1,421
Multi-Family	13	392
Other	-	-

Source: U.S. Census Bureau, 2010 Census and 2009-2013 American Community Survey

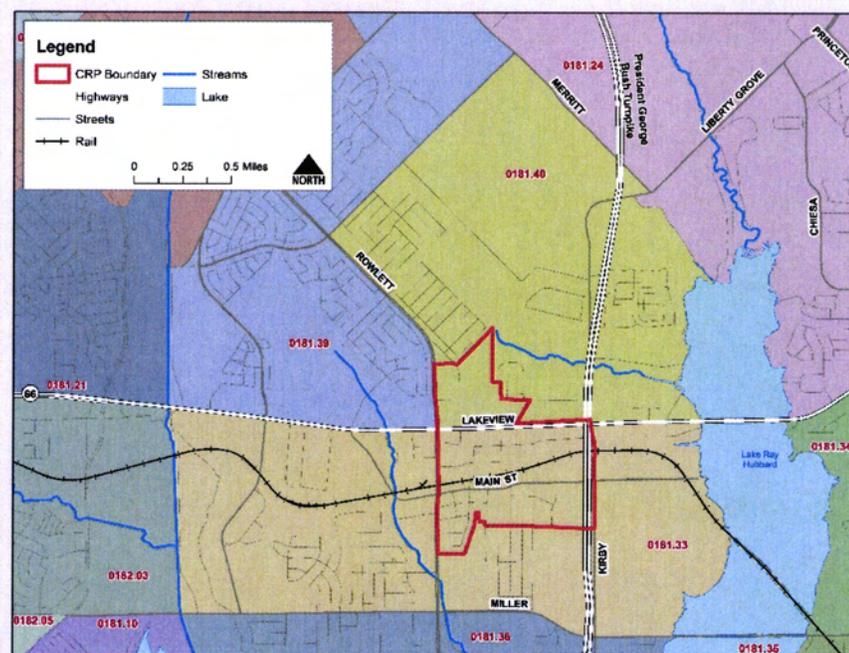


Figure 3: CRP Census Tracts

EXHIBIT A

**CRP TARGET AREA EXISTING CONDITIONS ANALYSIS**

The following analysis summarizes neighborhood Strengths, Weaknesses, Opportunities and Threats (SWOT) based on general observations of existing community assets, land use patterns, transportation and connectivity, and economic conditions. This analysis is also influenced by public input received from downtown area residents and stakeholders during the development of the Realize Rowlett Downtown Plan, which evaluated existing physical and economic conditions of the area.

Strengths	Weaknesses
<ul style="list-style-type: none"> <li>• Proximity and connectivity to President George Bush Turnpike and SH 66</li> <li>• DART Rail Transit Station</li> <li>• Quality schools</li> <li>• Existing parks/open space</li> <li>• Signature Main Street character</li> <li>• Regional growth pressure</li> </ul>	<ul style="list-style-type: none"> <li>• Insufficient daytime and nighttime population to support concentrated retail development</li> <li>• Need for diversity of housing types</li> <li>• Lack of non-vehicular connectivity throughout area</li> </ul>
Opportunities	Threats
<ul style="list-style-type: none"> <li>• Growing the commercial/business base</li> <li>• Prevalence of vacant lots for new housing and development</li> <li>• Future R. Arnold Edwards Park</li> <li>• Expanding cultural and civic uses</li> <li>• Increased transit service connecting the City to Downtown and DART rail</li> </ul>	<ul style="list-style-type: none"> <li>• Industrial uses that conflict with the desired mixed-use urban environment</li> <li>• Economic and housing competition from neighboring communities</li> <li>• Traffic and safety on major thoroughfares</li> <li>• Possible parking supply issues as more intense development continues</li> </ul>



Figure 4: Existing DART Rail Service

EXHIBIT A



Figure 5: Main Street streetscaping improvements



Figure 6: Major east-west thoroughfare – SH 66 (Lakeview Parkway)

## EXHIBIT A

## CRP REVITALIZATION STRATEGY

## PAST PLANNING EFFORTS

The following section summarizes the recent planning initiatives that the City has completed in order to develop goals in collaboration with the local community and proactively guide the growth of the City's downtown and surrounding area.

## REALIZE ROWLETT 2020 PHASE I: STRATEGIC OPPORTUNITIES (2011)

The first phase of the Realize Rowlett 2020 Plan establishes a high level vision and development goals for targeted redevelopment areas across the City and guides decisions to make these goals a reality. This plan provides an update to the City's previous comprehensive plan document, which was developed in 2001. The 2011 update reevaluated city-wide goals and objectives, but primarily focused on specific catalyst areas that were targeted as important redevelopment locations. Through this process, which involved engaging residents, business owners, and other stakeholders, a Downtown subarea was identified as a key development opportunity for the City. As a result, the City determined a preferred direction to revitalize land uses and guide decisions on economic development and capital investments Downtown.

Guiding Principles from this plan that influence the development in Downtown and surrounding central Rowlett include:

- Grow the City's economy through diversification of job and business opportunities
- Make Rowlett a community that is attractive to people at all stages of their lives
- Invest in places of lasting value and distinctive character
- Create centers with a mix of activities at key locations in Rowlett
- Diversify mobility options within the City and connect activity areas
- Fund public investment that leverages desired private investment

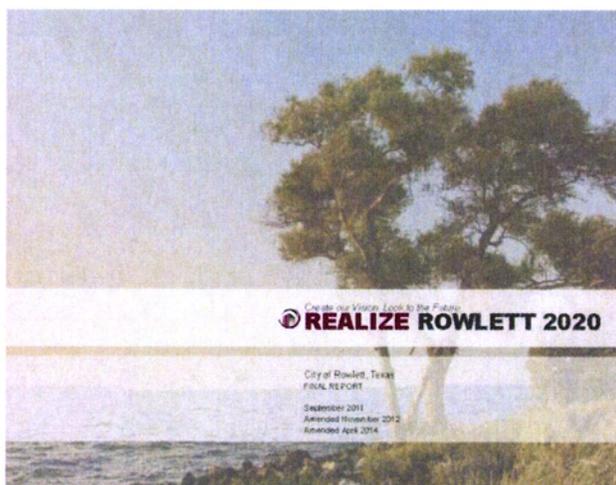


Figure 7: Realize Rowlett 2020 Comprehensive Plan

## REALIZE ROWLETT 2020 PHASE II: DOWNTOWN STRATEGIC PLAN (2012)

Phase II of Realize Rowlett 2020 began a more focused evaluation of some of the priority planning areas identified in the Comprehensive Plan, which included a detailed study of the Downtown subarea. This plan phase included an economic analysis, the creation of development standards, and conceptual land use plans. Public outreach and stakeholder input were an important part of this process, and guided the priorities and vision established in the plan. Specific development opportunities were identified and a long-term implementation strategy outlined the steps necessary to generate the desired change throughout the area.

## EXHIBIT A

Development and Design Goals identified for this subarea include:

- High quality development
- Pedestrian-friendly
- Higher density (compared to existing)
- Strategic distribution of urban open spaces
- Destination land uses
- Sustainable buildings and landscaping
- Improved physical environment
- Transit-supportive development pattern
- Greater variety of land uses
- Unified district (north and south tracks)
- Downtown development pattern (versus suburban)
- Locally-serving land uses, as well as region-serving
- Distinctly different districts

As a result of these goals, the City adopted a regulating plan and form-based code for Downtown. This type of development code focuses on the building type, interaction of the building with the street, and the consideration of neighborhood context. The anticipated result will be quality architecture, increased density, and a wider range of uses and housing types.



Figure 8: Urban mixed-use and transit-oriented development examples

EXHIBIT A

PARKS, RECREATION & OPEN-SPACE MASTER PLAN (2011)

In addition to the Comprehensive Plan and Downtown Strategic Plan, a Parks, Recreation & Open-Space Master Plan was adopted in 2011 to guide the development of quality recreational and open space amenities throughout the City. The improvement recommendations in the plan directly influence the future quality of life for residents within the CRP area. The goals and objectives were developed as a collaboration from area residents, City staff, and a parks planning consultant team.

As a result of a park facility inventory, needs assessment, public survey and city-wide public forum, recommendations and a prioritized implementation schedule was developed. Within the CRP area, there are two developed parks (Herfurth Park and Veteran's Park) and one undeveloped park identified for future improvements (R. Arnold Edwards Park). Recommended improvements for these parks include:

- Trails
- Soccer practice fields
- Improved drainage
- Security lighting
- Seating
- Public art
- Pavilion improvements
- Landscaping



Figure 9: Parks Master Plan  
 Note: Notations and labels contained on this exhibit may no longer be current.

## EXHIBIT A

## CRP REVITALIZATION FACTORS

The planning efforts previously identified provide action items to address CRP-specific objectives within the Central Rowlett Community Revitalization Plan target area, specifically in support of Texas Department of Housing and Community Affairs (TDHCA) 2015 Qualified Allocation Plan (QAP) Revitalization Factors.

Those factors to be addressed are identified as follows:

1. Adverse environmental conditions, natural or manmade, that are material in nature and are inconsistent with the general quality of life in typical average income neighborhoods. By way of example, such conditions might include significant and recurring flooding, presence of hazardous waste sites or ongoing localized emissions not under appropriate remediation, nearby heavy industrial uses, or uses presenting significant safety or noise concerns such as major thoroughfares, nearby active railways (other than commuter trains), or landing strips; significant and widespread (e.g. not localized to a small number of businesses or other buildings) rodent or vermin infestation acknowledged to present health risks requiring a concerted effort; or fire hazards;
2. Presence of blight, which may include excessive vacancy, obsolete land use, significant decline in property value, or other similar conditions that impede growth;
3. Presence of inadequate transportation or infrastructure;
4. The lack of local business providing employment opportunities; and
5. Efforts to promote diversity, including multigenerational diversity, economic diversity, etcetera, where it has been identified in the planning process as lacking.

## CRP ACTION OBJECTIVES

The following action objective initiatives may be used to address the CRP Revitalization Factors. An implementation plan of all CRP projects, including partnership initiatives, is listed in Table 2.

**Environmental Conditions**

The City seeks to improve pedestrian connectivity while also maintaining convenient vehicular access. Per the Downtown Strategic Plan analysis, traffic congestion and speeds, especially through the residential neighborhoods, were cited by Downtown Plan participants as a potential safety hazard and impediment to pedestrian and bicycle access to Downtown. Adjacent to Lakeview Parkway, traffic volumes, speeds, and expansive curb cuts jeopardize pedestrian safety. As this area develops, it is the City's intent to encourage pedestrian safety improvements such as complete sidewalks, lighting and bike lanes. One strategy in particular is the use of a "browsing lane" (see Figure 10), an interconnected two-way drive that would provide slow, continuous vehicular access and parking for development along the major, auto-oriented corridors.

**Presence of Vacancy and Obsolete Land Uses**

The City has reviewed zoning and design standards to foster redevelopment and development opportunities. Improving development standards, particularly for adjacent, unharmonious uses can increase the quality of life for residents and the sustainability of the neighborhood.



## EXHIBIT A

## ROLE OF AFFORDABLE HOUSING IN THE PLAN

The Guiding Principles of the Realize Rowlett 2020 Comprehensive Plan create the foundation to promote affordable housing as a critical element of the Central Rowlett CRP. As a community, it is acknowledged that in order to have sustainable success, there is a myriad of housing types and income types necessary in any area to support the community as a whole. Specifically, the principle supporting housing diversity states:

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*Make Rowlett a community that is attractive to people at all stages of their lives*

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The Evergreen at Rowlett Senior Community, which is anticipated to be submitted in 2015 to TDHCA, is an appropriate type of development to achieve the desired outcome of this goal.

The Department of Housing and Community Affairs follows certain principles to guide determination of allocations of local, state and federal resources to assist with affordable housing development. These guiding principles seek to:

- Promote affordable home ownership, quality rental housing and sustainable mixed communities;
- Balance affordable and market-rate housing; and
- Link housing with other public/private investments, including transit-oriented development.

The Central Rowlett CRP seeks to leverage all available tools and resources to promote and follow these same guiding principles, developing a healthy community within the CRP. The Low Income Housing Tax Credit Program is a critical resource to help the City of Rowlett deliver high-quality rental housing in the CRP and throughout the City.

## COMMUNITY INPUT &amp; PLAN ADOPTION SCHEDULE

Table 2 outlines the public input opportunities and adoption schedule to develop the community goals and infrastructure improvement plan identified in this CRP.

**Table 2. Community Input & Plan Adoption Schedule**

Public Involvement	Meeting Type	Date
Parks, Recreation & Open Space Plan	Public Forum	October 12, 2010
Realize Rowlett 2020 Comprehensive Plan	Community Open House	April 25, 2011
	Community Charrette	May 21, 2011
	Adoption	September 20, 2011
Realize Rowlett 2020: Downtown Strategic Plan	Public Information Meeting #1	April 5, 2012
	Public Information Meeting #2	June 25, 2012
	Adoption	November 6, 2012
2014-2015 Annual Budget	Public Hearing	August 19, 2014
Central Rowlett Community Revitalization Plan	Public Hearing	February 17, 2015

## EXHIBIT A

## CRP AREA IMPROVEMENT PROJECTS

Since 2011, the City of Rowlett has made concerted efforts to revitalize and improve the CRP target area. These investments reflect the City's commitment to addressing the needs of the area based on the public's input on community issues throughout the development process of the Comprehensive Plan, Downtown Strategic Plan, and Parks Master Plan.

Many area improvements in recent years are intended to be catalysts for quality redevelopment and new development within the target area. These projects total over \$6,000,000 in community investment and include:

- Transit-oriented development infrastructure
- Roadway improvements
- Water and wastewater improvements
- Park enhancements
- Village of Rowlett development funding contributions

These projects are only the beginning of planned on-going investment of public funds in the CRP target area. Based on the most recent adopted CIP and plan implementation schedules, additional infrastructure, community services, and downtown area amenities are expected to continue to enhance the area. These planned investments as well as the previously completed and on-going projects are outlined in Table 3.

**Table 3. CRP Area Project Funding**

Project	QAP Revitalization Factors Addressed <sup>1</sup>	Allocation <sup>2</sup>	Status
Downtown TOD Projects	1, 2, 3, 4, 5	\$2,377,817	On-going
Martin Drive Reconstruction	3, 4	\$2,202,330	Completed
Village of Rowlett	1, 2, 3, 4, 5	\$6,018,449	On-going
Main Street 16" Waterline	3	\$491,400	Planned
Veteran's Park Improvements	1, 3	\$30,000	Planned
Future Library Relocation	2, 3, 4	\$400,000	Planned
<b>Total</b>		<b>\$11,519,996</b>	

1) *QAP Revitalization Factors:*

1. Environmental factors
2. Presence of blight
3. Presence of inadequate transportation or infrastructure
4. Employment and economic opportunities
5. Efforts to promote diversity

2) *Funding Source:* City of Rowlett

In addition to the city-funded projects identified in Table 3, roadway infrastructure, rail transit, and other Downtown area improvements have been partially or wholly funded by TxDOT, Dallas Area Rapid Transit (DART) and private investment.

A map identifying the CRP area improvements is provided in Figure 11.

## EXHIBIT A

## CRP AREA IMPROVEMENT PROJECTS

Since 2011, the City of Rowlett has made concerted efforts to revitalize and improve the CRP target area. These investments reflect the City's commitment to addressing the needs of the area based on the public's input on community issues throughout the development process of the Comprehensive Plan, Downtown Strategic Plan, and Parks Master Plan.

Many area improvements in recent years are intended to be catalysts for quality redevelopment and new development within the target area. These projects total over \$6,000,000 in community investment and include:

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- Roadway improvements
- Water and wastewater improvements
- Park enhancements
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These projects are only the beginning of planned on-going investment of public funds in the CRP target area. Based on the most recent adopted CIP and plan implementation schedules, additional infrastructure, community services, and downtown area amenities are expected to continue to enhance the area. These planned investments as well as the previously completed and on-going projects are outlined in Table 3.

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EXHIBIT A

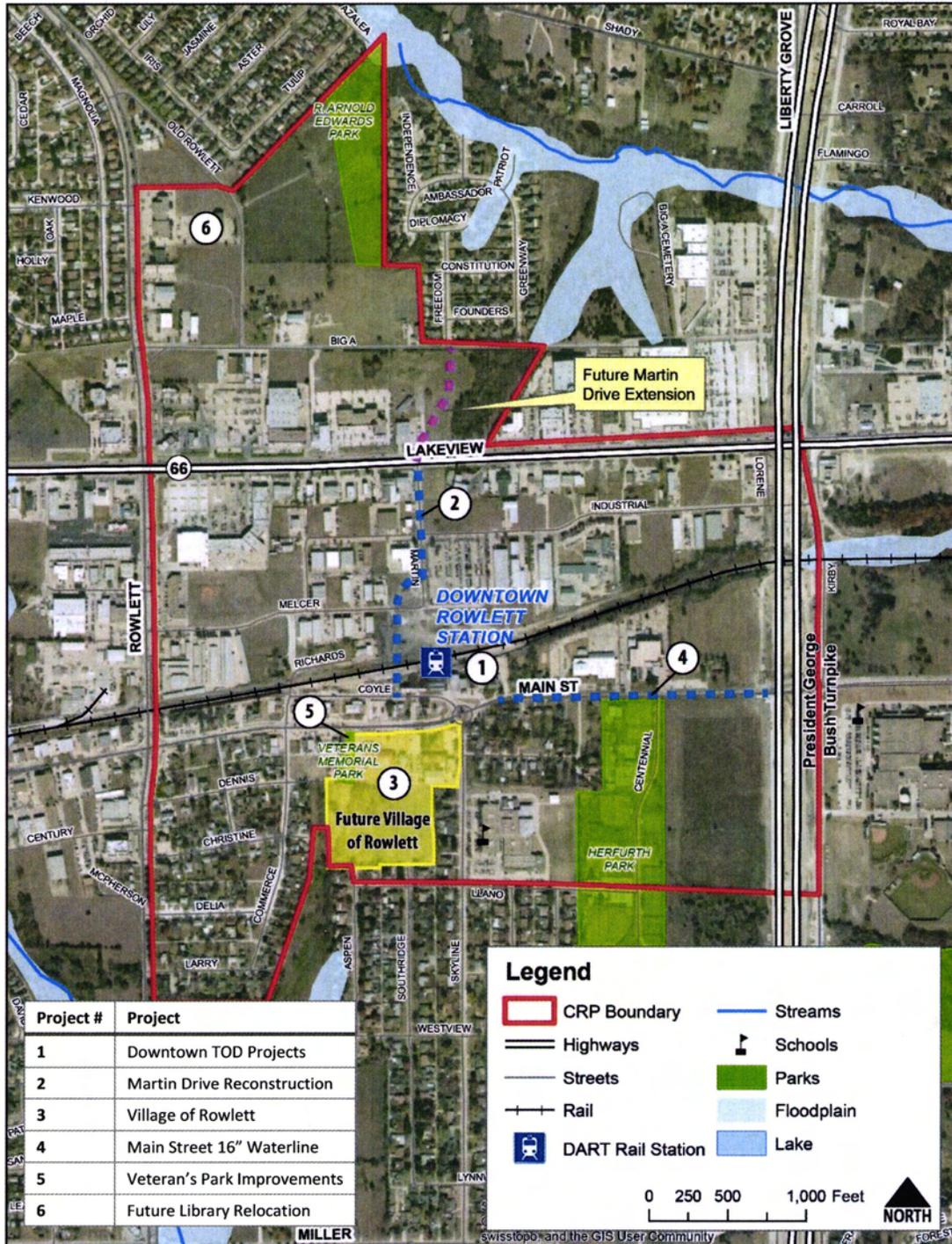


Figure 11: CRP Area Improvement Projects



# City of Rowlett

## Official Copy

Resolution: RES-019-15

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

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**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS, AUTHORIZING AN ECONOMIC DEVELOPMENT LOAN TO EVERGREEN ROWLETT SENIOR COMMUNITY, L.P. IN THE AMOUNT OF \$1,200,000, UNDER SPECIFIED CONDITIONS; AND, PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, 10 Texas Administrative Code Section 11.9(d)(2), setting forth certain regulations of the Texas Department of Housing and Community Affairs (the "TDHCA") governing the Competitive Housing Tax Credit Program (the "TDHCA Rules"), provide for an applicant to be awarded up to fourteen (14) points for a resolution from a unit of local government confirming its commitment of qualifying funding; and

**WHEREAS**, the City of Rowlett, Texas (the "City") has adopted a policy for economic development incentives, and is authorized under Chapter 380, Texas Local Government Code, to provide economic development grants and loans to promote economic development and to stimulate business and commercial activity; and

**WHEREAS**, Evergreen Rowlett Senior Community, L.P. has advised that it can receive fourteen (14) points under Texas Government Code Section 2306.6710(b)(1)(E) Commitment of Funding by Local Political Subdivision, also detailed in Section 11.9(d)(2) of the 2015 Qualified Allocation Plan, for a development loan from the City of Rowlett for use in the development of Evergreen Rowlett Senior Community, L.P.; and

**WHEREAS**, the City Council finds and determines that the Project (as hereinafter defined) satisfies the Criteria established by the Policy, will further the objectives of the City, will benefit the City and the residents of the City, and will promote economic development and stimulate business and commercial activity through the creation of jobs and expansion of the City's tax base.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS:**

**Section 1:** That the recitals contained hereinabove are true and correct.

**Section 2:** That the City of Rowlett, Texas (the "City") desires and is willing to make a loan to Evergreen Rowlett Senior Community, L.P. (the "Borrower"), in the amount of \$1,200,000 (the "Loan") to pay for costs associated with the development of the Evergreen at Rowlett Senior Community located in the 5500 block of Old Rowlett Road within the City, a development of not to exceed 150 units (the "**Project**").

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**Section 3:** That it is understood that Borrower intends to apply a commitment of Tax Credits from the TDHCA pursuant to its 2015 Qualified Allocation Plan (the "QAP"). The City understands that this Loan allows Borrower to qualify for certain points under its Tax Credit application, and Borrower and City intend for this Loan to comply with the QAP.

**Section 4:** That the Loan will be evidenced by a Promissory Note (the "Note"), which will have a term of at least fifteen years and shall bear interest at a rate equal to three percent (3%) per annum with a 30-year amortization.

**Section 5:** That this Resolution constitutes the firm commitment of the City to make the Loan to Borrower on the terms and conditions described above (this "Loan Commitment"). This Loan Commitment is conditioned upon: (1) the City's receipt and approval of loan documents in final form; (2) no material adverse change in Borrower or the Project or the circumstances surrounding Borrower's development of the Project that would, in the City's reasonable judgment, make the Loan unacceptable to the City; (3) approval by the City's legal counsel of the documents evidencing the Loan; (4) Borrower's receipt of a commitment of Tax Credits for the Project from the TDHCA; (5) availability to the City of funding sources in an amount sufficient to fund the Loan at the time of closing; and (6) execution and delivery of an incentive agreement between the City and the Borrower setting forth the economic development criteria required for the Loan. In order to provide funding for the Loan, the City at its discretion may create or use an instrumentality of the City that meets the requirements of 10 TAC Section 11.9(d)(3) of the TDHCA Rules

**Section 6:** That this Loan Commitment expires upon the Borrower's failure to satisfy any one of the numbered conditions described above. Neither the City, its governing body, or any employee or representative of the City makes any representation with respect to whether this Loan Commitment qualifies the Borrower for the award of certain points by the TDHCA in connection with an application for a commitment of Tax Credits under any requirement, rule, policy or guideline of the TDHCA, including but not limited to the QAP.

**Section 7:** Neither the Borrower nor anyone related to the Borrower has provided City with funds to fund the Loan and the City is not a Related Party, as defined in Section 2306.6702, Texas Government Code, to the Borrower.

**Section 8:** This resolution shall become effective immediately upon its passage.

At a meeting of the City Council on February 17, 2015 this Resolution be adopted. The motion carried by the following vote:

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**Ayes: 6** Mayor Gottel, Mayor Pro Tem Gallops, Councilmember van Bloemendaal, Councilmember Dana-Bashian, Councilmember Bobbitt and Councilmember Sheffield

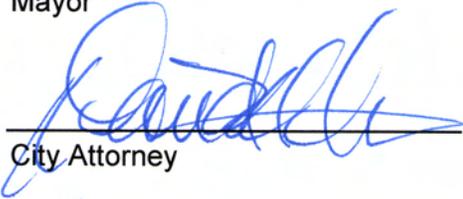
**Abstain: 1** Deputy Mayor Pro Tem Pankratz

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Approved by   
Mayor

Date February 17, 2015

Approved to form by   
City Attorney

Date February 17, 2015

Certified by   
Secretary

Date February 17, 2015





Department of Development Services

NOTICE OF PUBLIC HEARING

Planning and Zoning Commission and City Council

TO: Property Owner

RE: Application for a Planned Development

LOCATION: The subject property is located at 5500 Rowlett Road, being a 5.50 ± acre portion of a 12.79 acre parcel located in Tract 14 of the John M. Thomas Survey, Abstract 1478, Page 460, City of Rowlett, Dallas County, Texas. This notice and the notification area are required under Chapter 211.007 of the Texas Local Government Code. A location map is included with this notice.

EXPLANATION OF REQUEST: The applicant requests a rezoning to a Planned Development zoning district with an underlying Limited Office (O-1) base zoning district with an allowance for multi-family senior housing to allow for an independent living senior community.

05-05-15A09:33 RCVD

- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: I feel the City of Rowlett needs development of this sort to improve the City. I have had numerous friends + relatives express their Senior needs

SIGNATURE: GAYARD GENERAL AGENCY INC BY Marie Edwards
ADDRESS: 819 MAIN STREET, GAYARD, TX 75040 (PROPERTY OWNER - 5500 OLD ROWLETT RD)
RES. 4320 HICKOK ROWLETT, TX 75089

Your written comments are being solicited in the above case. Additional information is available in the Department of Development Services/Planning Division at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 7:00 p.m. on the 12th day of May, 2015 and the City Council will hold a public hearing at 7:30 p.m. on the 2nd day of June, 2015. Meetings are held at the Municipal Center, 4000 Main Street, Rowlett, Texas.

Please legibly respond in ink. If the signature and/or address are missing, your comments will not be recorded. The protest must be received by the Planning Division by 5 pm on Wednesday, May 6, 2015 to be included in the Planning and Zoning Commission's packet and May 27, 2015 to be included in the City Council packet. Responses received by May 6th will also be forwarded to City Council. Responses received after May 27th shall not be counted in the record of response. The protest shall object to the zoning change, contain a legal description of the property on behalf of which the protest is made, and be signed by the owner of the property (this notification is sufficient). If protests in the form of opposition are received from property owners within 200 feet of the subject property, and the property owners own a combined minimum of 20 percent or more of the land area, approval by the City Council shall only occur with a concurring vote of at least three-fourths of the full membership of the City Council.

Table with 2 columns: Contact information (phone, fax, email) and Return by Mail address (City of Rowlett Planning Division, 3901 Main Street, Rowlett, TX 75088)



Department of Development Services

NOTICE OF PUBLIC HEARING

Planning and Zoning Commission and City Council

TO: Property Owner 05-05-15A09:35 RCVD

RE: Application for a Planned Development

LOCATION: The subject property is located at 5500 Rowlett Road, being a 5.50 ± acre portion of a 12.79 acre parcel located in Tract 14 of the John M. Thomas Survey, Abstract 1478, Page 460, City of Rowlett, Dallas County, Texas. This notice and the notification area are required under Chapter 211.007 of the Texas Local Government Code. A location map is included with this notice.

EXPLANATION OF REQUEST: The applicant requests a rezoning to a Planned Development zoning district with an underlying Limited Office (O-1) base zoning district with an allowance for multi-family senior housing to allow for an independent living senior community.

- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: *There is a huge need for senior housing in Rowlett!  
A definite, necessary need!*

SIGNATURE: *Marie Edwards, Pres. GARLAND BEVERLY AGENCY, INC.*

ADDRESS: *BUS. 817 MAIN STREET, GARLAND, TX 75040 RES. 4320 HICKOK  
(OWNER 5500 RD ROWLETT RD.) ROWLETT, TX 75089*

Your written comments are being solicited in the above case. Additional information is available in the Department of Development Services/Planning Division at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 7:00 p.m. on the 12<sup>th</sup> day of May, 2015 and the City Council will hold a public hearing at 7:30 p.m. on the 2<sup>nd</sup> day of June, 2015. Meetings are held at the Municipal Center, 4000 Main Street, Rowlett, Texas.

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If you have any questions concerning this request, please contact:

Phone 972-412-6114  
FAX 972-412-6228

[eiones@rowlett.com](mailto:eiones@rowlett.com)

RETURN by Mail  
City of Rowlett Planning Division  
3901 Main Street  
Rowlett, TX 75088



Department of Development Services

NOTICE OF PUBLIC HEARING

Planning and Zoning Commission and City Council

TO: Property Owner
RE: Application for a Planned Development
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EXPLANATION OF REQUEST: The applicant requests a rezoning to a Planned Development zoning district with an underlying Limited Office (O-1) base zoning district with an allowance for multi-family senior housing to allow for an independent living senior community.

- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: oppose because almost 13 yrs ago when we built our house, we were informed of a park in the area. Because the elderly have multiple health issues there will be sirens waking us up @ night. Then there is the traffic. The area is quiet & we want to keep it that way.
SIGNATURE: Larry Taylor
ADDRESS: 5805 Ambassador Ln Rowlett, TX 75089

Your written comments are being solicited in the above case. Additional information is available in the Department of Development Services/Planning Division at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 7:00 p.m. on the 12th day of May, 2015 and the City Council will hold a public hearing at 7:30 p.m. on the 2nd day of June, 2015. Meetings are held at the Municipal Center, 4000 Main Street, Rowlett, Texas.

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If you have any questions concerning this request, please contact:
Phone 972-412-6114
FAX 972-412-6228
eiones@rowlett.com

RETURN by Mail
City of Rowlett Planning Division
3901 Main Street
Rowlett, TX 75088



Department of Development Services

NOTICE OF PUBLIC HEARING

500 Foot Courtesy Notice

Planning and Zoning Commission and City Council

**TO:** Property Owner  
**RE:** Application for a Planned Development  
**LOCATION:** The subject property is located at 5500 Rowlett Road, being a 5.50 ± acre portion of a 12.79 acre parcel located in Tract 14 of the John M. Thomas Survey, Abstract 1478, Page 460, City of Rowlett, Dallas County, Texas. This notice and the notification area are required under Chapter 211.007 of the Texas Local Government Code. A location map is included with this notice.  
**EXPLANATION OF REQUEST:** The applicant requests a rezoning to a Planned Development zoning district with an underlying Limited Office (O-1) base zoning district with an allowance for multi-family senior housing to allow for an independent living senior community.

- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

**COMMENTS:** *Think that's a good idea*

**SIGNATURE:** *DeVon K. ...*

**ADDRESS:** *3405 Teles Lane, Rowlett TX 75089*

Your written comments are being solicited in the above case. Additional information is available in the Department of Development Services/Planning Division at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 7:00 p.m. on the 12<sup>th</sup> day of May, 2015 and the City Council will hold a public hearing at 7:30 p.m. on the 2<sup>nd</sup> day of June, 2015. Meetings are held at the Municipal Center, 4000 Main Street, Rowlett, Texas. Please legibly respond in ink. If the signature and/or address are missing, your comments will not be recorded.

<p>If you have any questions concerning this request, please contact:                  Phone 972-412-6114                  FAX 972-412-6228  <a href="mailto:ejones@rowlett.com">ejones@rowlett.com</a></p>	<p>RETURN by Mail                  City of Rowlett Planning Division                  3901 Main Street                  Rowlett, TX 75088</p>
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Department of Development Services

NOTICE OF PUBLIC HEARING

500 Foot Courtesy Notice

Planning and Zoning Commission and City Council

TO: Property Owner
RE: Application for a Planned Development
LOCATION: The subject property is located at 5500 Rowlett Road, being a 5.50 +/- acre portion of a 12.79 acre parcel located in Tract 14 of the John M. Thomas Survey, Abstract 1478, Page 460, City of Rowlett, Dallas County, Texas. This notice and the notification area are required under Chapter 211.007 of the Texas Local Government Code. A location map is included with this notice.
EXPLANATION OF REQUEST: The applicant requests a rezoning to a Planned Development zoning district with an underlying Limited Office (O-1) base zoning district with an allowance for multi-family senior housing to allow for an independent living senior community.

- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: Our city has a lot of "sandwich" generation, including myself. I wish I had this 8 months ago for my dad. I also know that Senior Living Places keep their properties very clean.
SIGNATURE: Stephanie Kusechne
ADDRESS: 3404 Tulip Lane

Your written comments are being solicited in the above case. Additional information is available in the Department of Development Services/Planning Division at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 7:00 p.m. on the 12th day of May, 2015 and the City Council will hold a public hearing at 7:30 p.m. on the 2nd day of June, 2015. Meetings are held at the Municipal Center, 4000 Main Street, Rowlett, Texas. Please legibly respond in ink. If the signature and/or address are missing, your comments will not be recorded.
If you have any questions concerning this request, please contact: Phone 972-412-6114 FAX 972-412-6228 ejones@rowlett.com
RETURN by Mail City of Rowlett Planning Division 3901 Main Street Rowlett, TX 75088

# 500 Foot Courtesy Notice

## Planning and Zoning Commission and City Council

Regarding: Application for a Planned Development

Location: 5500 Rowlett Rd.

Explanation of request: The applicant requests a rezoning to a Planned Development zoning district with an underlying Limited Office (0-1) base zoning district with an allowance for multi-family senior housing to allow for an independent living senior community.

I am opposed to the request for the following reasons:

I have concerns about this facility being built between an existing housing development and farm house, which backs up to my home. This area seems more suited for single-family dwellings. Regardless of that, it is already very loud in this area due to the many dumpsters nearby being emptied, a lot of times prior to 7 am, and weather and fire truck sirens. Ambulance sirens will just compound that noise. Sorry, I do not mean to sound uncompassionate, but it is already exhaustingly noisy in this area.

I do not agree with allowing the facility to build four stories. What does the city ordinance read? The facility should not only have to be built with a 100% masonry exterior, but it should also be required to have a masonry screen wall or barrier. These require less upkeep and look nicer. Dumpsters may seem like a good idea but they are loud to empty, filthy, and attract varmints.

A multi-family, government subsidized, assisted living facility does not sound appealing. Who will guarantee that non-residents will not reside in these dwellings with tenants, such as family or friends. My grandmother, who lived in a similar setting, would allow my uncle, a drug addict and thief, to live with her at times. This puts everyone nearby at risk.

Last, if not successful, how will you keep it from turning into low-income apartments?



Priscilla Weedon  
5701 Freedom LN  
Rowlett, TX 75089

05-27-15P02:54 RCVD



City of Rowlett  
Staff Report

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75030-0099  
www.rowlett.com

**AGENDA DATE:** 06/02/15

**AGENDA ITEM:** 8C

**TITLE**

Consider action to approve a resolution appointing a Mayor Pro Tem as prescribed in the City Charter.

**STAFF REPRESENTATIVE**

Laura Hallmark, City Secretary

**BACKGROUND INFORMATION**

In compliance with the City Charter, the City Council annually elects from its own members a Mayor Pro Tem. In 2014, Councilmember Michael Gallops was elected to serve as Mayor Pro Tem by Resolution Number RES-055-14.

**DISCUSSION**

The City Council selects the Mayor Pro Tem in accordance with the City Charter which, reads as follows:

**Section 3.10 Mayor Pro-Tem and Deputy Mayor Pro-Tem**

(1) No later than July of each calendar year, the City Council shall annually select from among the Councilmembers a Mayor Pro-Tem and Deputy Mayor Pro-Tem to serve at the pleasure of the City Council.

**RECOMMENDED ACTION**

N/A

**RESOLUTION**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS, APPOINTING A COUNCILMEMBER TO SERVE AS MAYOR PRO TEM; AND PROVIDING AN EFFECTIVE DATE.**

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS:**

**Section 1:** That Councilmember \_\_\_\_\_ is hereby appointed to serve as Mayor Pro Tem of the City of Rowlett, Texas.

**Section 2:** That this resolution shall take effect immediately upon passage.



City of Rowlett  
Staff Report

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75030-0099  
www.rowlett.com

**AGENDA DATE:** 06/02/15

**AGENDA ITEM:** 8D

**TITLE**

Consider action to approve a resolution appointing a Deputy Mayor Pro Tem as prescribed in the City Charter.

**STAFF REPRESENTATIVE**

Laura Hallmark, City Secretary

**BACKGROUND INFORMATION**

In compliance with the City Charter, the City Council annually elects from its own members a Deputy Mayor Pro Tem. In 2014, Councilmember Carl Pankratz was elected to serve as Deputy Mayor Pro Tem by Resolution Number RES-056-14.

**DISCUSSION**

The City Council selects the Deputy Mayor Pro Tem in accordance with the City Charter, which reads as follows:

**Section 3.10 Mayor Pro-Tem and Deputy Mayor Pro-Tem**

(1) No later than July of each calendar year, the City Council shall annually select from among the Councilmembers a Mayor Pro-Tem and Deputy Mayor Pro-Tem to serve at the pleasure of the City Council.

**RECOMMENDED ACTION**

N/A

**RESOLUTION**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS, APPOINTING A COUNCILMEMBER TO SERVE AS DEPUTY MAYOR PRO TEM; AND PROVIDING AN EFFECTIVE DATE.**

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS:**

**Section 1:** That Councilmember \_\_\_\_\_ is hereby appointed to serve as Deputy Mayor Pro Tem of the City of Rowlett, Texas.

**Section 2:** That this resolution shall take effect immediately upon passage.