



SENIOR ADVISORY BOARD MINUTES

Monday, May 18th, 2015
City Hall Conference Room
4000 Main Street
Rowlett, TX 75088

Present: Michael Britt, Darrell Test, Susan Bell, Pamela Bell, Charles Gaugler, Bobbie Jo Kelly, Pauline Dedrick, Jerome Grossie

Absent: Della Vickers

Visitors: Larry and Gaylyn Beckham

Staff: Shelly Monroe, Parks and Recreation Administrative Assistant; Jermel Stevenson, Director of Parks and Recreation Department; and Tammy Dana-Bashian, City Council Liaison; Wendy Badgett, Interim Director of Financial Services

1. The Vice-Chair, Pamela Bell, called the meeting to order at 10:00 a.m.
2. Quorum was present.
3. Consider approving the minutes from April 20, 2015.
Jerome Grossie motioned to accept the March 16, 2015 minutes. Michael Britt seconded the motion. The vote was unanimous in favor to approve minutes by all those members present.
4. Finance and Budget Department – Wendy Badgett
 - a. Finance Department implemented a new ERP system. Transparency will be much easier with this new financial system. A positive aspect of the system is geared towards paperless so environmental friendly. Staff performed their first month's closure without Tyler Technologies on site.
 - b. Utility Billing will be using a new casher system along with Developmental Services and City Secretary's Office. There is a new vendor in which customers can set up recurring bill system and have reminders sent to them.
 - c. In December 2014 for the first time through a random selection there was an audit of Federal Seizures. The process was briefly explained. No material findings or adjustments were needed. She expressed appreciation of her departments team work.
 - d. W. Badgett provided background of the Financial Department
 - e. August of every year there is external audit. Every 5 years the city is required to change auditors. Presently the department is in the 4th year of 5. W. Badgett briefly explained the auditing process. Unmodified Opinion was the result for 2014 and is the highest level that can be obtained. Financial statements are completed annually and may be obtained on the city website.
 - f. This is the 10th year for the City of Rowlett to be presented with Government Finance Officers Association award for excellence in financial reporting. Texas Comptroller Leadership Circle awarded City of Rowlett with Platinum Award which is the highest level to obtain for municipal financial transparency. The qualifications for this award were explained.
 - g. Questions asked and answers provided. W. Badgett will obtain information regarding the senior tax exemption questions.
5. Review ongoing programs – Pamela Bell
 - a. Travel Fair will be held September 1st by Triple AAA.



- b. Financial Fair will be held October 13th. Any vendors wanting to participate need to contact Della Vickers.
6. Update on reaching out to seniors through local churches.
 - a. M. Britt delivered information to 2 local churches and in his opinion did not receive a positive response but was informed it would be posted for their seniors. Darrell Test delivered the packet to the church he attends.
 - b. After a brief discussion it was decided that there may be a more positive effect for members to bring to their own church to share the information to reach other seniors.
 - c. Pauline Dedrick mentioned the Next Door site and she can post the information on it.
7. Discuss short and long term planning needs for seniors.
 - a. Larry Beckham summarized the survey results obtained and there were 113 response but only 100 were surveyed because Survey Monkey could only analysis 100 responses. Some surveys came from participants of the health fair. Transportation, Senior Program Coordinator, better handicap access at the Rowlett Community Centre, a senior center, and additional day trips were the top 5 issues for seniors. Several attended a presentation approximately 2 weeks on the CDBG and briefly discussed possibility of transportation being used.
 - b. Tammy Dana-Bashian encouraged a presentation needs to be developed to present to City Council regarding recommendations before they convene for the 2015-2016 budget review in July. The presentation needs to cover short and long term goals to review the needs for seniors and propose how these needs can be met. City Council needs to hear the board's recommendations as to what type of funding and resources identified as needs. She reiterated this is why members have been collecting information from nearby cities, obtaining the surveys to be able to make recommendations. She reminded in February D. Vickers and herself met with City Manager to discuss what information is needed.
 - c. M. Britt motioned for a special work session to be held Tuesday, May 26, 2015 at 10:00am to decide on the recommendations to present to City Council. Bobbie Jo Kelley seconded the motion. The vote was unanimous in favor to holding the work session by all those members present.
8. Update from City Council liaison, Tammy Dana-Bashian.
 - a. The closing for Bayside was completed last week.
 - b. All three propositions for the Bond Election passed as well as to legalize the sale of alcohol in Rowlett passed.
 - c. Discussed the board term limits as specified in the Boards and Commissions Handbook.
 - d. Charles Gaugler asked about the Chamber building being moved. T. Dana-Bashian explained the wet weather has affected the move date therefore once the ground dries and it is able to be moved it will happen.
9. No Senior concerns.
10. No Public Input and questions.
11. Public announcements
 - a. Susan Bell expressed thanks to T. Dana-Bashian for the excellent work she does as the liaison for this board.
 - b. P. Bell voiced appreciation to Jermel Stevenson and the staff for all they do.



- c. J. Stevenson announced the Memorial Day Celebration featuring Touch a Truck: Saturday, May 23rd from 10:00 a.m. – 1:00 p.m. @ Pecan Grove. He continued in sharing the July 4th Fireworks event will be held at Bayside.
12. No Members of the board requested topics for future meetings.
13. J. Grossie motioned for adjournment at 11:05 a.m. and Pauline Dedrick seconded the motion. Unanimous vote in favor to adjourn.

Pamela Bell, Vice - Chair

Jernel Stevenson, Director of Parks and Recreation