



# City of Rowlett

## Meeting Minutes

### City Council

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

*City of Rowlett City Council meetings are available to all persons regardless of disability. If you require special assistance, please contact the City Secretary at 972-412-6115 or write 4000 Main Street, Rowlett, Texas, 75088, at least 48 hours in advance of the meeting.*

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Tuesday, October 13, 2015

5:30 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.

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

**Absent:** Councilmember Pankratz

1. **CALL TO ORDER**

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

2. **EXECUTIVE SESSION**

There are no items.

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

3A. Discuss customers' concerns regarding water usage and billing practices. (45 minutes)

Brian Funderburk, City Manager, provided a presentation outlining drought history and the discontinuation of water restrictions. He reviewed residential water use over the last few years, change of water/sewer bill from 2009-2015, and City staff's response to citizen complaints and concerns. He also outlined resources provided to citizens through the City's website for how to water your yard for your area and pool water evaporation information. He further explained the random sampling and testing of meters through a reciprocal agreement with the City of Garland. Sixty-eight meters will be randomly selected for testing and their accounts examined by the City's auditors to ensure billing accuracy.

Council discussion regarding comparable water rates for Dallas, timing of the water bills, conduct of a water rate study and its cost, and the annual rebated amount from North Texas Municipal Water District (NTMWD).

It was the consensus of Council to have an additional discussion next month regarding this issue and review water rates and consumption of comparison cities.

- 3B.** Presentation by GroundFloor Development regarding consideration for 2016 TDHCA tax credits. (30 minutes)

Marc Kurbansade, Director of Development Services, introduced Brandon Bolin, with GroundFloor Development and Robert Meckfessel, DSGN Associates, Inc. – Architect, who presented some of their existing projects and an overview of key components of Realize Rowlett 2020 and Form Based Code that would be utilized for this project. They also provided clarification of “workforce” and “affordable” housing definitions. It was the consensus of Council to tour their existing facilities to get a better idea of the product they are proposing.

- 3C.** Discuss regulations associated with food truck operations to be included in the municipal code. (30 minutes)

Due to time constraints, this item was discussed at the conclusion of the Regular Session.

Mr. Kurbansade presented various options regarding location, zoning and environmental health regulations. It was the consensus of Council to move forward with food truck operations.

- 3D.** Discuss Rowlett Road Improvements in Garland from Bridge to Roan Road. (10 minutes)

Robbin Webber, Assistant Director of Public Works, informed Council of the location of the improvements, the timeline for completion, and the method by which Garland will proceed relating to traffic control.

**4. DISCUSS CONSENT AGENDA ITEMS**

Council took a short break at 7:27 p.m.

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

Council reconvened at 7:35 p.m.

**INVOCATION** – Mayor Gottel

**PLEDGE OF ALLEGIANCE**

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

## 5. PRESENTATIONS AND PROCLAMATIONS

- 5A. Presentation of check for funds donated by the Chamber of Commerce to the Rowlett Animal Shelter.

Mayor Gattel and members of the Rowlett Animal Shelter received a check in the amount of \$1,000 from Diane Lemmons, President of the Rowlett Chamber of Commerce. Funds were raised as part of the Chamber's annual golf tournament.

- 5B. Hear presentation of the Monthly Financial report for the period ending August 31, 2015.

Kim Galvin, Director of Financial Services, presented the report.

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

Mayor Gattel announced the following: Council meetings: Next regular Council meetings will be held on Tuesday, October 20<sup>th</sup> and November 3<sup>rd</sup>. P & Z meetings: Next regular meeting will be held Tuesday 27<sup>th</sup> in the City Hall Conference Room at 6:30pm. Early voting for the constitutional amendment and joint elections on November 3<sup>rd</sup>. Starts Monday, October 19<sup>th</sup> and goes through Friday, October 30<sup>th</sup>; on various dates and times. Check the website on the City Secretary's page for full details concerning dates, times and locations for Dallas and Rockwall Counties. Rowlett library: Library Visioning Task Force meets Wednesday, October 28<sup>th</sup>, 6:30pm in the City Hall Conference Room. Conducting a survey to collect opinions for the future library all month. Survey is short and simple; located @ <https://www.surveymonkey.com/r/rowlettplsurvey>. Upcoming events: *Love on a leash*: therapy dogs information – Saturday, October 17<sup>th</sup>, 11am @ City Hall. Teen read week, October 19<sup>th</sup> – 23<sup>rd</sup>; contests & prizes available that week @ library. Halloween treats @ the library – all day Saturday, October 31<sup>st</sup> – come in your costume! Parks and Recreation: Kids Kingdom – The official Kids Kingdom groundbreaking – Saturday, October 17<sup>th</sup> from 3-5pm. Takes place @ Pecan Grove Park. Bounce houses, hot dogs, and more – don't miss the party! Kids Kingdom Playground Committee meets weekly on Tuesday evenings at RCC; for more information check on the City's website on the home page, Rebuild Kids Kingdom! Selling fence pickets now – for the price \$50 each. Volunteers needed!! Sign up now for "Build Week" – Nov. 30 – Dec. 6. Spooktacular teen night out – Saturday, October 17<sup>th</sup>, 7-9pm @ RCC; for 10-15 year olds, \$10 each. Activities for Seniors: Senior potluck lunch social – Second Thursday of the month; 11:30am at RCC. November 12<sup>th</sup> the next lunch. Lunch around town, Fourth Tuesday of the month @ 11:30 am; October 27<sup>th</sup> next date. AARP safe drivers class – Saturday, October 17<sup>th</sup> @ RCC, 9am – 1pm. \$15 for AARP members; \$20 for non-members. Animal shelter – Low cost vaccine clinic at Animal Shelter – Saturday, October 17<sup>th</sup>, 1 – 3pm. Located at 4402 Industrial St. Shelter is open Monday – Saturday, 10am – 5pm.

Animal Shelter staff introduced Raider, a Labrador Retriever mix, who is one of the animals available for adoption at the shelter.

Brian Funderburk, City Manager, announced that the Rowlett Public Library's facebook page is up and running.

**6. CITIZENS' INPUT**

There were no speakers.

**7. CONSENT AGENDA**

**7A.** Consider action to approve minutes from the September 15, 2015, City Council Regular Meeting.

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

**7B.** Consider action to approve a resolution accepting the bid of and awarding a contract to Lea Park and Play in the amount of \$37,950 for the construction of a pavilion at Isaac Scruggs Park and authorizing the City Manager to execute the necessary documents for said purchase.

**This item was approved as RES-114-15 on the Consent Agenda.**

**7C.** Consider action to approve a resolution accepting the bid of and awarding a contract to D & D Commercial Landscape Maintenance in the amount of \$22,530.95 for design and construction improvements including irrigation, landscape, fence, and sidewalk at Isaac Scruggs Park and authorizing the City Manager to execute the necessary documents for said purchase.

**This item was approved as RES-115-15 on the Consent Agenda.**

**7D.** Consider action to approve a resolution to authorize the Mayor to execute Contract Amendment NS1 Phase 2 to the approved professional service agreement with Neel-Schaffer, Inc. in the amount not to exceed \$21,330 for bid documents and the construction phase of Big A Shoulder Stabilization and Widening Project.

**This item was approved as RES-116-15 on the Consent Agenda.**

**7E.** Consider action to approve a resolution authorizing Change Order #1 to the contract with Gadberry Construction Company, Inc. in the amount of \$11,891.00, the final acceptance of the project, and the release of retainage for a final payment in the amount of \$58,011.10 for the Library Building Remodel Project, and authorizing the Mayor to execute the necessary documents.

**This item was approved as RES-117-15 on the Consent Agenda.**

**7F.** Consider action to approve a resolution awarding a bid to APAC-Texas, Incorporated for installation of asphalt level up and overlay street improvements in the unit amounts bid attached hereto and incorporated herein by reference as Exhibit A and an annual amount of \$801,822.37 through Dallas County's Master Road & Bridge Interlocal Maintenance Agreement and authorizing the Mayor to execute the necessary documents for said services.

**This item was approved as RES-118-15 on the Consent Agenda.**

- 7G.** Consider action to approve a resolution accepting the bid of and awarding contracts to Cowboy Chrysler Dodge Jeep for the purchase of three vehicles in the amount of \$131,124 through the Interlocal Cooperative Purchasing Agreement with the Texas Local Government Purchasing Cooperative (BuyBoard), Contract # 430-13.

**This item was approved as RES-119-15 on the Consent Agenda.**

- 7H.** Consider action to approve a resolution accepting the bid of and awarding a contract to Freedom-CDJR for the purchase of seven vehicles in the amount of \$199,390 through the Interlocal Cooperative Purchasing Agreement with Tarrant County and the Houston-Galveston area council (H-GAC).

**This item was approved as RES-120-15 on the Consent Agenda.**

- 7I.** Consider action to approve a resolution accepting the bid of and awarding a contract for the purchase of three vehicles to Silsbee Ford for the Fleet Division in the amount of \$64,859 through the Interlocal Cooperative Purchasing Agreement with the Texas Local Government Purchasing Cooperative (BuyBoard), Contract # 430-13.

**This item was approved as RES-121-15 on the Consent Agenda.**

- 7J.** Consider action to approve a resolution accepting the bid of and awarding a contract to Cowboy Chevrolet Buick GMC Cadillac in the amount of \$29,556 for the purchase of one (1) 2016 Chevrolet Express 15 Passenger Van for the Fleet Division through the Interlocal Cooperative Purchasing Agreement with the State of Texas – Comptroller of Public Accounts, RFP #071-072 A1.

**This item was approved as RES-122-15 on the Consent Agenda.**

- 7K.** Consider action to approve a resolution authorizing the payment for computer software maintenance and support services for the Police Department to Integrated Computer Systems (ICS) in the amount of \$150,783 and authorizing the City Manager to execute the necessary documents to continue said services.

**This item was approved as RES-123-15 on the Consent Agenda.**

**Passed the Consent Agenda**

**A motion was made by Mayor Pro Tem Gallops, seconded by Councilmember Bobbitt, 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**

There are no items.

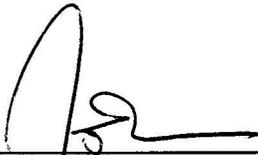
Council took a short break at 8:03 p.m. and reconvened at 8:07 p.m. to discuss Work Session item 3.C.

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

There was no action taken.

**9. ADJOURNMENT**

Mayor Gottel adjourned the meeting at 8:18 p.m.

  
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Todd W. Gottel, Mayor  
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Laura Hallmark, City Secretary

Date Approved: October 20, 2015