



City of Rowlett
Meeting Minutes
City Council

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Rowlett, TX 75030-0099
www.rowlett.com

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

Tuesday, November 15, 2011

6:00 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 Phillips, Deputy Mayor Pro Tem Kilgore, Councilmember Davis, Councilmember Pankratz, Councilmember Miller and Councilmember Gallops

1. CALL TO ORDER

Mayor Gottel called the meeting to order at 6:00 p.m.

CONVENE INTO EXECUTIVE SESSION

2. EXECUTIVE SESSION (6:00 P.M.)

There were no Executive Session items.

RECONVENE INTO OPEN SESSION

Convene into the Work Session at 6:00 p.m. ✓

3. WORK SESSION ITEMS (6:00 P.M.)

- 3A.** To discuss the adoption the updated Texas State Library and Archives Commission's retention schedules. (10 minutes)

Staff spoke regarding the history of the item. Spoke regarding the changes to the retention schedule.

3B. Discuss nominations of Representatives to Dallas Central Appraisal District Board of Directors for Suburban Cities. (10 minutes)

Staff gave a brief history of this item. Stated staff recommends Mr. Michael Hurtt as the City's nomination for the Board of Directors. Stated Mr. Hurtt understands the impact on local government.

Mayor Gottel stated he spoke with the City Manager and she recommended Mr. Hurtt as well.

Council came to a consensus to nominate Mr. Hurtt as a Representative to the Dallas Central Appraisal District Board of Directors.

Item 3D followed this item.

3C. Hear Third Quarter Investment Report for September 30, 2011. (10 minutes)

This item followed Item 3D.

Staff gave a brief presentation regarding the City's investments. Stated the City adheres to strict guidelines.

3D. Discuss National League of Cities water meter warranty program. (20 minutes)

This item followed Item 3B.

Staff spoke regarding the proposed warranty program. Stated staff recommends the City to waive the revenue sharing option of the Interlocal Agreement with the National League of Cities.

Spoke regarding key notes of the program:

- It is 100% free for cities to participate in (USP/NLC handles all costs-mailing, billing, repairs, contractor network, etc.).
- North Central Texas Council of Governments Shared Services Program (unanimous winner of regional "RFQ" where Arlington, Carrollton, Plano, Forney and Crandall served on evaluation committee).
- 100% Municipal Partnership Retention Rate (municipal partners continue to stay in the program once they roll it out to homeowners).
- Program is 100% optional for homeowners. Homeowners who sign up have the ability to drop out at any time.

- Plumbing Contractors must respond to homeowner within 60 minutes of USP/NLC notifying the contractor (or USP/NLC will remove the contractor from network).
- This program will save the City time and money (calls related to water and sewer line issues will now be sent to USP and not the City).
- Generally, 20% to 35% of all "owner occupied homes" sign up within 3–5 years.
- Homeowners cost to participate would be between \$4.50 - \$5.50 per month / per line covered.

Members of Council voiced concern regarding communicating with the citizens; City liability with the use of the City's letterhead; the coverage of the program; and the solvency of USP.

It was noted that the City would not be liable with a private entity by use of the City letterhead. Stated the City will communicate via two letters, the City's website and through RTN16. Stated the program will help with repairs due to the current drought conditions. Stated the program would not be a City program but would be available for the citizens as a type of GAP insurance. Staff stated the financial strength of USP will be addressed at the December 6, 2011 meeting.

Council came to a consensus to waive the 12% revenue sharing option so the citizens will pay a smaller monthly premium should they choose to participate in the program.

Item 3C followed this item.

4. **DISCUSS CONSENT AGENDA ITEMS**

Item 7C was removed from the Consent Agenda to be considered individually.

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

Convened into the Council Chambers at 7:30 p.m.

INVOCATION

The invocation was led by Councilmember Gallops.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Pro Tem Phillips.

TEXAS PLEDGE OF ALLEGIANCE

The Texas Pledge of Allegiance was led by Deputy Mayor Pro Tem Kilgore.

5. PRESENTATIONS AND PROCLAMATIONS

- 5A.** Proclamation honoring nine young citizens for assisting Rowlett Fire Rescue and presenting them with certificates as Honorary Firefighters.

Mayor Gottel, Councilmember Davis and Fire Chief Harris presented a proclamation and a Honorary Firefighter certificate to each young man for their assistance in helping the Rowlett Fire Rescue.

- 5B.** Hear presentation of the Monthly Financial report for the period ending September 30, 2011.

Staff gave a presentation regarding the Monthly Financial report for the period ending September 30, 2011. Spoke regarding Revenues, Sales Taxes; Property Taxes; Water Fees; Sewer Fees; Expenditures and various Funds.

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

Members of Council and Management gave a brief update to the Council on the various activities in the City including the Veterans Day Ceremony; the donation of a gazebo at Veterans Park from Keep Rowlett Beautiful; the Stage 3 Water Restrictions; the Holiday Parade and Festival will be held on November 19th on Main Street beginning at 10:00 a.m.; the Scenic Point Park Open House will be held on November 19th inside City Hall beginning at 9:00 a.m.; the Animal Shelter will host a low-cost vaccination clinic on November 19th beginning at 12:30 p.m.; the Fire Department will host a CPR class on November 19th at Fire Station No. 1 beginning at 8:00 a.m., registration is required; the Library will host a Turkey Fest on November 19th following the Holiday Parade and Festival; the City Manager's Book Club will meet at the Library on November 17th beginning at 7:00 p.m.; the Holiday Tree Lighting Event will be held on December 3rd on the Library front lawn beginning at 5:00 p.m.; the Rowlett Community Centre now offers extended hours on Saturdays and Sundays through the month of December; City offices will be closed for the following days to observe Thanksgiving, Christmas and New Years: November 24th and 25th, December 23rd and 26th, and January 2nd; the Rowlett High School football team has made the playoffs, everyone is invited to a pep rally to be held at the high school on November 18th beginning at 2:00 p.m.; and ACTOR will present its Christmas play beginning December 9th.

6. CITIZENS' INPUT

No one spoke during Citizens' Input.

7. CONSENT AGENDA

Item 7C was removed from the Consent Agenda to be considered individually.

Interim City Secretary read the items into the record.

- 7A.** Consider approving minutes from the October 25, 2011 City Council Joint Meeting and the November 1, 2011 Regular Meeting.

This item was approved on the Consent Agenda.

- 7B.** Consider a resolution adopting the updated Texas State Library and Archives Commission's retention schedules.

This item was approved as RES-163-11 on the Consent Agenda.

- 7C.** Consider action to approve a resolution voting for a representative to the Dallas Central Appraisal District Board of Directors for Suburban Cities.

This item was removed from the Consent Agenda to be considered individually.

Mayor Gottel read the item into the record.

A motion was made by Mayor Pro Tem Phillips, seconded by Deputy Mayor Pro Tem Kilgore, to approve the item as read with the City casting its vote for Michael Hurtt. This item was adopted as RES-164-11. The motion carried by the following vote:

Ayes: 7 Mayor Gottel, Mayor Pro Tem Phillips, Deputy Mayor Pro Tem Kilgore, Councilmember Davis, Councilmember Pankratz, Councilmember Miller and Councilmember Gallops

- 7D.** Consider an action approving a resolution adopting ethical standards and training standards for Juvenile Case Managers employed by the City of Rowlett, providing for implementation of said standards, and providing for periodic review to ensure implementation of the requisite standards.

This item was approved as RES-165-11 on the Consent Agenda.

- 7E.** Consider a resolution approving Change Order Number 18 to the contract with Legacy Contracting in the amount of seventy-three thousand eighty-nine dollars and sixty-three cents

(\$73,089.63) for modifications to the pump crane and one submersible sewage pump for the Rowlett Road Lift Station Project.

This item was approved as RES-166-11 on the Consent Agenda.

- 7F. Consider a resolution approving alternative building materials for a proposed single family home located at 104 Pecan Drive, being Lot 2, Block A of the Point Royal Addition.

This item was approved as RES-167-11 on the Consent Agenda.

- 7G. Consider an action approving a resolution authorizing the City Manager to enter into an interlocal agreement with Dallas County for Mosquito Ground Control for FY 2012.

This item was approved as RES-168-11 on the Consent Agenda.

Passed The Consent Agenda

A motion was made by Mayor Pro Tem Phillips, seconded by Deputy Mayor Pro Tem Kilgore, including all the preceding items marked as having been approved on the Consent Agenda. The motion carried by the following vote:

Ayes: 7 Mayor Gottel, Mayor Pro Tem Phillips, Deputy Mayor Pro Tem Kilgore, Councilmember Davis, Councilmember Pankratz, Councilmember Miller and Councilmember Gallops

8. ITEMS FOR INDIVIDUAL CONSIDERATION

There were no items for Individual Consideration.

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

There were no items for Executive Session.

9. ADJOURNMENT

Mayor Gottel adjourned the meeting at 8:01 p.m.



Todd W. Gottel, Mayor



Stacey Chadwick, Interim City Secretary

Date Approved: December 6, 2011