



# 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 16, 2012

6:30 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 Phillips, Deputy Mayor Pro Tem Gallops, Councilmember Davis, Councilmember Pankratz and Councilmember Kilgore

**Absent:** Councilmember Miller

1. **CALL TO ORDER**

Mayor Gottel called the meeting to order at 6:30 p.m.

2. **EXECUTIVE SESSION**

**CONVENE INTO EXECUTIVE SESSION**

There were no Executive Session items to discuss.

**RECONVENE INTO OPEN SESSION**

Convene into the Work Session at 6:30 p.m.

3. **WORK SESSION ITEMS (6:30 P.M.)**

- 3A. Discuss Scope of Charter Commission; Timeline for Committee Action; and Date for Appointments. (30 minutes)

Staff reviewed the Charter requirements for the Charter Review Commission. Staff stated the Council must determine the scope of the Commission and make the appointments to the Commission. Staff suggested the City Secretary be named as the Commission staff liaison. Staff further recommended the Charter Amendment Election should take place during the uniform election date in May, 2013, along with the City's General Election to minimize the fiscal impact.

Staff suggested the following timeline:

- October 16<sup>th</sup> – Discuss and determine scope of the Charter Review Commission
- November 20<sup>th</sup> – Council appointments to the Charter Review Commission
- December 5<sup>th</sup> – First meeting of Charter Review Commission
- February 13<sup>th</sup> – Joint Council and Charter Review Commission to discuss recommendations
- February 19<sup>th</sup> – Decision regarding Charter Amendments for May Election and Call Election

Members of Council spoke regarding the scope of the Commission. Concerns were voiced regarding term limits; Senate Bill 100; the current stringent recall provisions; the Holdover Provision; and to ensure the Charter complies with State Law. A member of Council suggested that Councilmember Davis be named as the Council's liaison to the Commission.

Members of Council spoke regarding potential Commission members and alternate appointments. Stated time commitment will be essential for the possible members. It was suggested that Councilmember Davis contact the potential Commission members.

The City Attorney stated the State Laws have not changed significantly but some areas will need to be changed.

**3B. Consider opportunities for City Park Sponsorships. (25 minutes)**

A member of Council provided the background for this discussion. Stated it was noticed when kayakers use Paddle Point Park, those individuals are not visiting local businesses. Stated a kiosk at the park could advertise local businesses and promote spending within the City.

Members of Council spoke regarding a dog park as being an unexplored opportunity; sponsorship revenues could go directly back into the parks; sponsorship signage and sponsorship rights for parks.

Direction was given to staff to:

- Provide an appropriate list of commercial opportunities within the parks
- Vet the commercial opportunities list with the Law of Constraint with City Attorney
- Meet with the Parks and Recreation Advisory Board and bring their feedback to the Council
- Review the league contracts

- Provide the Council with an update on ecotourism in the Spring of 2013

#### **4. DISCUSS CONSENT AGENDA ITEMS**

No items were 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 Minister Greg Steele, Heritage Church of Christ.

#### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Mayor Gottel.

#### **TEXAS PLEDGE OF ALLEGIANCE**

The Texas Pledge of Allegiance was led by Councilmember Kilgore.

#### **5. PRESENTATIONS AND PROCLAMATIONS**

##### **5A. Proclamation recognizing the month of October as Breast Cancer Awareness Month.**

Councilmember Davis presented a proclamation to Mayor Pro Tem Phillips recognizing October as Breast Cancer Awareness Month.

##### **5B. Hear presentation of the Monthly Financial report for the period ending August 31, 2012.**

Brian Funderburk, Assistant City Manager, gave a presentation regarding the Monthly Financial report for the period ending August 31, 2012. 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.**

Mayor Gottel gave a brief update to the Council on the various activities in the City including the Planning and Zoning Commission Meeting will be held on Tuesday, October 23<sup>rd</sup> at City Hall; the next City Council Meeting will be held on Tuesday, November 6<sup>th</sup> beginning at 5:30 p.m. at City Hall; repairs to Main Street began Monday, October 15<sup>th</sup> and will last approximately 3-5 days; Early Voting for the November 6<sup>th</sup> General Election will begin on Monday, October 22<sup>nd</sup> and run through Friday, November 2<sup>nd</sup>; the Rowlett Chamber of Commerce Taste & Trade will be held at Rowlett High School on Thursday, October 25<sup>th</sup> beginning at 5:30 p.m.; an Electronic Recycling Roundup Event will occur on October 27<sup>th</sup> beginning at 9 a.m. in the Home Depot parking lot; DART will host a Community Meeting on Monday, October 29<sup>th</sup> beginning at 6:30 p.m. in the City Hall Council Chambers; a Low Cost Animal Vaccination Clinic will be held at the Animal Shelter on Saturday, October 20<sup>th</sup> beginning at 12:30 p.m.; the Rowlett Library will host a No Page Unturned Book Club on October 18<sup>th</sup> beginning at 7 p.m. and Teen Read Week will be held the week of October 15<sup>th</sup> – 20<sup>th</sup>; the 7<sup>th</sup> Annual Halloween Spooktacular will be held on Saturday, October 27<sup>th</sup> beginning at 2 p.m. at the Rowlett Library; the Library will also host Halloween Treats in the Library on Wednesday, October 31<sup>st</sup> beginning at 9:30 a.m.; Boo Bash will be held on Friday, October 26<sup>th</sup> at the Rowlett Community Centre beginning at 6 p.m.; the Katy Railroad Park Grand Opening and Ribbon Cutting Ceremony will be held on Tuesday, October 30<sup>th</sup> beginning at 6 p.m. at Katy Railroad Park; and the Veterans' Day Ceremony will be on Friday, November 9<sup>th</sup> beginning at 4:30 p.m. at Veterans Park.

Council commended citizens and staff for their participation during National Night Out. Stated this was the largest event thus far, with 20 organized neighborhood groups participating.

## 6. CITIZENS' INPUT

No one spoke during Citizens' Input.

## 7. CONSENT AGENDA

No items were removed from the Consent Agenda to be considered individually.

The City Secretary read the items into the record.

### 7A. Consider approving minutes from the October 2, 2012, City Council Regular Meeting.

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

### 7B. Consider action to approve a resolution authorizing Change Order Number 1 to APAC-Texas, Incorporated for installation of asphalt level up and overlay street improvements on Main Street in the unit amounts bid and in an amount of one hundred thirteen thousand seven hundred sixty-five dollars and sixty-seven cents (\$113,765.67) through the Interlocal Cooperative

Purchasing Agreement with Dallas County and authorizing the Mayor to execute the necessary documents for said services.

**This item was approved as RES-101-12 on the Consent Agenda.**

- 7C. Consider action to approve a resolution authorizing the final acceptance of the improvements for the Sanitary Sewer Manhole Rehabilitation Project and release of retainage in the amount of fifty-six thousand four hundred forty-eight dollars and one cent (\$56,448.01) plus accrued interest on the retainage to Fuquay, Incorporated and authorize the Mayor to execute the necessary documents.

**This item was approved as RES-102-12 on the Consent Agenda.**

- 7D. Consider action approving a resolution to award the bid for the purchase of one 2012 Ford F750 Cab and Chassis with Maintainer 14000 Series Crane to Grande Truck Center in the amount of one hundred fifty-two thousand three hundred seventy-three dollars (\$152,373) for the Waste Water Department through the Interlocal Cooperative Purchasing Agreement with the Texas Local Government Purchasing Cooperative (BuyBoard).

**This item was approved as RES-103-12 on the Consent Agenda.**

- 7E. Consider action approving a resolution to award a bid for the purchase of a 2013 One Ton Dodge Ram Cab and Chassis with Knapheide Dump Body to Meador Dodge Chrysler Jeep in the amount of thirty-two thousand eight hundred eighty-seven dollars (\$32,887.00) for the Street Department through the Interlocal Cooperative Purchasing Agreement with the Texas Comptroller of Public Accounts.

**This item was approved as RES-104-12 on the Consent Agenda.**

#### **Passed The Consent Agenda**

**A motion was made by Mayor Pro Tem Phillips, seconded by Councilmember Kilgore, including all the preceding items marked as having been approved on the Consent Agenda. The motion carried by a unanimous vote of those members present.**

#### **8. ITEMS FOR INDIVIDUAL CONSIDERATION**

There were no Individual Consideration items.

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

There were no Executive Session items to discuss.

**9. ADJOURNMENT**

Mayor Gottel adjourned the meeting at 7:50 p.m.

  
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Todd Gottel, Mayor

  
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Laura Hallmark, City Secretary

Date Approved: November 6, 2012