



# 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 15, 2013

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 Kilgore, Deputy Mayor Pro Tem Gallops, Councilmember Phillips, Councilmember Dana-Bashian, Councilmember Pankratz and Councilmember Bobbitt**

**1. CALL TO ORDER**

Mayor Gottel called the meeting to order at 5:32 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 §551.074(a)(1), Personnel, to deliberate the evaluation and duties of the City Secretary. (30 minutes)

Council immediately convened in Executive Session, which ended at 6:05 p.m.

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

- 3A. Update on Downtown North Central Texas Council of Governments Sustainability Grant Improvements. (30 minutes)

Erin Jones, Director of Development Services, along with Jim Grabenhorst, Economic Development Director, presented background information on the project. L. Nathan Ante with Kimley-Horn and Brad Moulton with LaTerra were also present.

Ms. Jones reviewed the plan provisions including: increased and changed tree plantings, updated landscaping, wider sidewalks, new pedestrian plaza, and on-street parking.

Council discussion regarding timeline for project and the desire to be completed prior to the July 4<sup>th</sup> celebration; non-inclusion of directional signage off Hwy 66; and the design and green space allowance which makes it a destination area. Council expressed a concern regarding enough parking for businesses that might develop in this area, but staff assured them there was enough with the revised one-story concept.

3B. Discuss changing from Blackboard Connect to Everbridge. (45 minutes)

Beth English, Dispatch Director, presented background information on Everbridge including current customers, cost effectiveness, included features, system capabilities, extensive list of reports, mobile capabilities, and contract inclusions.

Council discussion regarding taking advantage of special events to sign people up for this notification system; specialized group notification capabilities; ownership of the data; and branding the system for Rowlett.

**4. DISCUSS CONSENT AGENDA ITEMS**

Councilmember Pankratz asked for clarification regarding item 7F and Police Seizure Funds. Police Chief Mike Brodnax explained the eligible areas for use of seized funds, further explaining this expenditure was currently budgeted in the General Fund because it is software maintenance and an ongoing cost.

Council recessed for a short break at 7:09 p.m.

**CONVENE INTO THE COUNCIL CHAMBERS**

Council reconvened in regular session at 7:30 p.m.

**INVOCATION**

Mayor Gottel provided the invocation.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by the City Council.

## TEXAS PLEDGE OF ALLEGIANCE

The Texas Pledge of Allegiance was led by the City Council.

### 5. PRESENTATIONS AND PROCLAMATIONS

#### 5A. Proclamation recognizing Rowlett resident, Mr. Ron Jenkins.

Mayor Pro Tem Kilgore presented the proclamation to Mr. Jenkins. Mr. Jenkins made some personal remarks. Sandra Moore, Volunteer Coordinator at Rowlett Nursing and Rehabilitation Center, made some additional comments, thanking Council for their recognition of Mr. Jenkins and for the recognition of Ms. Jewell's 105<sup>th</sup> birthday.

#### 5B. Proclamations for the 2013 winners of the Rowlett Arts and Humanities Commission's Annual Photography Contest.

Councilmember Pankratz presented the proclamations to the winners:

1<sup>st</sup> Place People: Sara Beal  
1<sup>st</sup> Place Places: Michael Ficarra  
1<sup>st</sup> Place Things: Susan MacLaughlin  
Best in Show: Greg Wilkins

Mary Drayer, Chair of the Arts and Humanities Commissions, presented each winner with a monetary prize.

#### 5C. Presentation of proclamation in recognition of Relay for Life.

Deputy Mayor Pro Tem Gallops presented the proclamation.

#### 5D. Presentation of Lifesaving Award to Officer Scott Fundling, Officer Robbie Steed, Officer Bob Williams, Communications Officer Wylie Webb and Communications Officer Rhonda Wilson.

Prior to the presentation, Police Chief Mike Brodnax provided the background surrounding the situation for which these officers were receiving this award.

#### 5E. Hear presentation of the Monthly Financial report for the period ending August 31, 2013.

Alan Guard, Director of Financial and Information Services, presented the monthly report.

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

Mayor Gottel gave a brief update to the Council on the various activities in the City including: the next City Council meetings will be held on Tuesday, October 22<sup>nd</sup> – Work Session; start time 6:00pm; this meeting will be held in the City Hall Conference Room due to Early Voting taking place in the Annex Conference Room; Tuesday, November 5<sup>th</sup>; 5:30pm in City Hall Conference Room – Honoring City Employees for Above and Beyond Customer Service, Reception starts at 7pm and Presentation to Employees starts at 7:30pm. Next Planning and Zoning Commission Meetings are scheduled for Tuesday, October 29<sup>th</sup> and November 12<sup>th</sup>; 6pm in City Hall Conference Room. Early voting for the November 5<sup>th</sup> election starts Monday, October 21<sup>st</sup> and ends Friday, November 1<sup>st</sup>; located in the Annex Conference Room, 4004 Main Street. Check the Elections page under City Secretary's Office on our website for times and other details. The Animal Shelter is offering a Low Cost Vaccine Clinic on Saturday, October 19<sup>th</sup>, November 2<sup>nd</sup>, 9<sup>th</sup>, and 23<sup>rd</sup> from 12:30 – 2:30pm. They are located at 4402 Industrial Street. Their normal business hours are Monday – Friday, 10am – 5pm and Saturday, 12pm – 5pm. Putts for Paws Golf Tournament benefitting the Animal Shelter – Thursday, October 17<sup>th</sup> at Waterview Golf Club. Check in starts at 11am with a Shotgun start at noon. October is a spooktacular month for the Rowlett Public Library! There will be thrilling programs all month long! Painted pumpkin contest – ribbons awarded this Saturday, October 19<sup>th</sup>. Teen Read Week – “Seek the Unknown” @ your Library, October 14<sup>th</sup> – 19<sup>th</sup>, Ages 10-18. Trick or Read! Saturday, October 19<sup>th</sup>; 2pm. Experience the Legend of Sleepy Hollow with a live interactive performance by the Amateur Community Theater of Rowlett. Wear your costumes! Special prize to anyone wearing a literary character costume. I Was a Teenage Monster!, Saturday, October 26<sup>th</sup>; 2pm. Free for teens ages 12-18. Make-up artist Sondra Allman will demonstrate how to apply fake wounds, acid burns, and other “creepy looks”. Come get a Treat! Thursday, October 31<sup>st</sup> – All Day! Come to the Library in your Halloween costume and receive a treat! Parks and Recreation is offering Camp Fear, Friday & Saturday, October 25<sup>th</sup> & 26<sup>th</sup> 6pm – 11am at Pecan Grove Park. \$68 per family – register now, space is limited; registration closes on October 18<sup>th</sup>. Call 972-412-6170 for more information. National Prescription Take Back Day, Saturday, October 26<sup>th</sup>; 10am – 2pm at the Rowlett Community Center. Veterans Day Celebration, Monday, November 11<sup>th</sup>; 4:30 – 5:30pm at Veterans Park located next to the Library on Main Street. There is now a Parks & Recreation Sponsorship Catalog, which offers citizens and businesses an innovative opportunity to support our Community Parks. There are many levels from which to choose – Bike Rack: \$300-\$600; Park Bench: \$900; etc... Sponsorships are tax deductible. For more information, call 972-412-6170. The Rowlett Fire Department is offering a Safe Sitter Class on Saturday, November 2<sup>nd</sup>; 9am – 3pm at Fire Station 1, 3900 Miller Rd. Ages 11 – 16, \$60 per person. For more information, call 972-412-6230. TIME TO CHANGE YOUR BATTERIES! Daylight Savings Time ends November 3<sup>rd</sup> and Rowlett Fire Rescue encourages you to change your smoke detector batteries when you “Fall Back”.

**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 September 24, 2013, City Council Work Session Meeting and the October 1, 2013, City Council Regular Meeting.

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

- 7B.** Consider action to adopt an ordinance of the City Council of the City of Rowlett, Texas, approving a negotiated resolution between the Atmos Cities Steering Committee and Atmos Energy Corp., Mid-Tex Division regarding the company's 2013 annual Rate Review Mechanism.

**This item was approved as ORD-026-13 on the Consent Agenda.**

- 7C.** Consider and take action on a resolution scheduling the official public hearing date for public comment regarding the City's Impact Fee Study findings for 7:30 p.m. on November 19, 2013.

**This item was approved as RES-092-13 on the Consent Agenda.**

- 7D.** Consider and take action on a resolution appointing the Capital Improvements Advisory Committee for purposes of reviewing and making recommendations on the City's Impact Fees.

**This item was approved as RES-093-13 on the Consent Agenda.**

- 7E.** Consider action to approve a resolution authorizing the final acceptance and release of retainage for Larry Street Paving, Drainage, Water and Sanitary Sewer Improvements in the amount of \$121,504.66 to Quality Excavation, LTD and authorizing the Mayor to execute the necessary documents.

**This item was approved as RES-094-13 on the Consent Agenda.**

- 7F.** Consider action to approve a resolution authorizing the continuation of and payment for computer software maintenance and support services for the Police Department to Integrated Computer Systems (ICS) in the amount of \$141,243 and authorizing the City Manager to execute the necessary documents to continue said services.

This item was approved as RES-095-13 on the Consent Agenda.

**Passed The Consent Agenda**

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

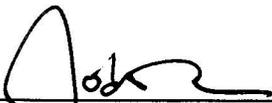
There were no items for Individual Consideration.

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

There was no action resulting from the Executive Session.

**9. ADJOURNMENT**

Mayor Gottel adjourned the meeting at 8:24 p.m.

  
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Todd W. Gottel, Mayor

  
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Laura Hallmark, City Secretary

Date Approved: November 5, 2013