



City of Rowlett

Meeting Minutes

City Council

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

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Tuesday, December 17, 2013

5:45 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 Kilgore, Councilmember Bobbitt, Councilmember Dana-Bashian, and Councilmember Pankratz

Absent: Deputy Mayor Pro Tem Gallops, Councilmember Phillips

1. CALL TO ORDER

Mayor Gottel called the meeting to order at 5:45 p.m.

2. EXECUTIVE SESSION

- 2A.** The City Council shall convene into Executive Session pursuant to Texas Government Code, §551.087 (Economic Development) and §551.071 (Consultation with Attorney) to receive legal advice from the City Attorney and to discuss and deliberate the offer of financial or other incentives and to discuss commercial information regarding business prospects involving the Rowlett Chamber Foundation for property located at 3840 Main Street. (30 minutes) **NOTE: THIS ITEM WILL BE DISCUSSED AFTER THE CITY COUNCIL MEETING**

In Executive Session at 9:55 p.m. Out at 10:32 p.m.

3. WORK SESSION ITEMS (5:45 P.M.)* Times listed are approximate

- 3A.** Update on Downtown RFQ - Developer Recommendation from Downtown Advisory Committee (45 minutes)

Jim Grabenhorst, Economic Development Director, along with consultant Chris Coble, provided background information on the Downtown process over the years, development of downtown, DART light rail and development/planning for City-owned property. They further explained the RFQ process and the proactive approach that was taken in regards to meeting with developers and reviewed the process of the Downtown Advisory Committee and the scoring of the RFQs that were received.

Paris Rutherford, of Catalyst Urban Development, provided background information on the entities comprising the recommended group, which includes: Integral, Catalyst Urban Development, JHP Architecture, and Urban Engineers Group, Inc.

3B. Discuss proposed change to Animal Abandonment Ordinance. (15 minutes)

Joe Tilger, Health Official, and Jeff Ochsner, Manager of Animal Services provided background information on the recommendation made in order to facilitate enforcement of the ordinance. Council discussion regarding the time frame and limitation as well as the clarification of "intentional" and "knowledge". Staff will take Council's suggestions and bring the item back for consideration at a later date.

3C. Discuss Impact Fee Rates. (30 minutes)

Due to the time, Erin Jones, Director of Development Services, will make this presentation during the slated Individual Consideration item.

4. DISCUSS CONSENT AGENDA ITEMS

After a short break at 7:24 p.m., Council reconvened at 7:36 p.m.

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

INVOCATION – Pastor Kent Cox, Crossroads Church

PLEDGE OF ALLEGIANCE

TEXAS PLEDGE OF ALLEGIANCE – The pledges were led by the City Council.

5. PRESENTATIONS AND PROCLAMATIONS

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

Mayor Gottel announced the following: There will be a Special Joint Council and Planning and Zoning Commission meeting regarding the North Shore Master Plan on Thursday, December 19th at 6:30pm in Annex Conference Room. The upcoming City Council meetings are Tuesday, January 7th & 21st; 5:30pm in City Hall Conference Room, and Tuesday, January 14th; Work Session starts at 6:00pm in Annex Conference Room. Planning and Zoning Commission meetings will be held Tuesday, January 14th & 28th, 6pm in City Hall Conference Room. Waste Management Brush Pickup Schedule: Will be collecting brush & tree limbs exclusively on Wednesdays & Saturdays until all debris is picked up. Residents NOT required to call for pickup. Place large brush piles in front of house for collection; these will be serviced first. Small brush piles in alleys may be collected with regular trash pickup if manageable. The City and Waste Management appreciate your patience during the cleanup time. Be aware, it may take several weeks. Residents may utilize dump passes. Stage 3 Water Restrictions – residents are allowed to water once every two weeks. The Animal Shelter will be providing a low-cost vaccine clinic Saturday, December 21st, 12:30-2:30pm. Upcoming events for Parks and Recreation: Senior New Year's Noon Party, Tuesday, December 31st; 11:30am – 1:00pm at RCC. Little Sweetheart Dance - Saturday, February 8th - 7:00pm – 9:00pm at the Rowlett Community Centre. Easter Egg Hunt – Saturday, April 12th – 10:00am – 12:00pm Downtown on Main Street. Easter Pup-A-Palooza– Sunday, April 13th- 2:00pm – 4:00pm being held at Herfurth Park. The Rowlett Public Library will close at 6pm Monday, December 23rd and be closed Tuesday, December 24th and Wednesday, December 25th in observation of the December Holidays. Library will close at 6pm on Tuesday, December 31st and be closed on Wednesday, January 1st. Holiday Movie: Arthur Christmas, Saturday, December 21st at 2pm. Winter Reading Club for school-age children, Runs from December 23rd – January 4th. Participants are awarded books, coupons & other goodies at a party on January 6th. City offices closed Tuesday and Wednesday, December 24th & 25th and Wednesday, January 1st. No trash pick-up on Wednesday, December 25th and January 1st. Trash pick-up will run one day behind, starting pick-up again on Thursday, December 26th and January 2nd. Mayor Gottel also thanked staff for their wonderful work during the recent ice event.

- 5B.** Honor the passing of former Mayor John Schroy by presenting his family with a proclamation and flag flown over City Hall - followed by the reception.

Mayor Gottel presented Myrna Schroy with a proclamation and City flag.

RECEPTION FOR FAMILY OF FORMER MAYOR JOHN SCHROY

Break at 7:53 p.m. and reconvene at 8:19 p.m.

- 6. CITIZENS' INPUT**

There were no speakers.

7. CONSENT AGENDA

- 7A.** Consider approving minutes from the December 3, 2013, City Council Regular Meeting.

This item was approved on the Consent Agenda.

- 7B.** Consider action to approve a resolution authorizing the City Manager to enter into a Letter of Intent naming Integral Development LLC as the City's development partner on specific City owned property within the Downtown District and direct staff to begin negotiations on a Development Agreement.

This item was removed from the Consent Agenda for Individual Consideration.

Council convened in Executive Session at 9:29 p.m. and reconvened in open session at 9:53 p.m.

A motion was made by Councilmember Pankratz, seconded by Councilmember Bobbitt, to approve the item in accordance with the Executive Session discussion. The motion carried with a unanimous vote of those members present. This item was approved as RES-116-13.

- 7C.** Consider action to approve a resolution awarding proposal #2013-21 and the contract for the purchase of an Enterprise Resource Planning System (ERP) from Tyler Technologies, Incorporated in the amount of \$833,245 and authorizing the City Manager, after City Attorney approval, to execute the necessary documents for said contract.

This item was removed from the Consent Agenda for Individual Consideration.

Alan Guard, Director of Financial and Information Services, presented background information regarding the City's current program and the features which will be included in the new system, helping to create efficiencies and capacity. He also explained the over year-long process taken including the time attention to research within the organization and without and the RFP process. Mr. Funderburk explained that this system was in place when he began with the City ten years ago and the its functionality is not feasible due to the extensive customization and inconsistency of updates/upgrades.

Council discussion regarding licensing and proprietary software, upgrade process, implementation and safeguards to help control costs, travel costs, and life expectancy of the system.

A motion was made by Councilmember Dana-Bashian, but failed for lack of a second.

7D. Consider a resolution amending the City's Investment Policy.

This item was approved as RES-117-13 on the Consent Agenda.

7E. Consider action to approve a resolution exercising the first of two one-year renewal options for the annual contract for screening wall repair and maintenance in an estimated annual amount of \$50,000 to Ratliff Hardscape LTD and authorizing the execution of the necessary documents.

This item was approved as RES-118-13 on the Consent Agenda.

7F. Consider action to approve a amendment to create Failure to Appear Offense for citations issued by non-sworn city personnel.

This item was approved as ORD-032-13 on the Consent Agenda.

Passed The Consent Agenda

A motion was made by Mayor Pro Tem Kilgore, seconded by Councilmember Pankratz, 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

8A. Consider an ordinance approving revised Impact Fees and amending the Master Fee Schedule accordingly.

Erin Jones, Director of Development Services, along with Jeff Whitacre with Kimley-Horn and Associates, reviewed fees and Council's previous requests for designating "targeted" and "non-targeted" land uses.

A motion was made by Mayor Pro Tem Kilgore, seconded by Councilmember Pankratz, to approve the item as presented. The motion carried with a unanimous vote of those members present. This item was approved as ORD-033-13.

After a short break at 9:22 p.m., Council reconvened in the Conference Room at 9:29 p.m. to discuss item 7B in Executive Session.

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

No action taken.

9. **ADJOURNMENT**

There being no further business, the meeting adjourned at 10:32 p.m.



Todd W. Gottel, Mayor



Laura Hallmark, City Secretary

Date Approved: January 7, 2014