



# City of Rowlett

## Meeting Agenda

### 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 21, 2014

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.

1. **CALL TO ORDER**
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, §551.071 (Consultation with Attorney) to receive legal advice from the City Attorney pertaining to pending litigation, Angela Figuro vs. City of Rowlett. (20 minutes)
  - 2B. The City Council shall convene into Executive Session pursuant to the 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 to business prospects that the City may seek to have locate on property at 2801 Lakeview Parkway. (20 minutes) (THIS ITEM WILL BE DISCUSSED FOLLOWING THE REGULAR PORTION OF THE MEETING)
3. **WORK SESSION (5:50 P.M.)\***
  - 3A. Presentation from Rockwall County Open Space Alliance. (15 minutes)
  - 3B. Discuss Fire Rescue and Lake Pointe Hospital Community Health Care Response Unit. (15 minutes)
  - 3C. Discuss proposal for clubhouse improvements at Waterview Golf Club. (30 minutes)
  - 3D. Discuss and receive feedback on a potential public/private partnership to realign and build a portion of Princeton Road. (20 minutes)
  - 3E. Discuss a professional services agreement with Traditions Fire Consulting, LLC, to provide fire protection systems plan review of commercial and residential construction projects for the City of Rowlett. (20 minutes)

3F. Discuss irrigation and landscaping improvements on Merritt Road. (15 minutes)

**4. DISCUSS CONSENT AGENDA ITEMS**

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

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**TEXAS PLEDGE OF ALLEGIANCE**

*Honor the Texas Flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.*

**5. PRESENTATIONS AND PROCLAMATIONS**

5A. Presentation of Proclamation to Brett Lee, CEO of Lake Pointe Hospital, for his being named one of *Becker's Hospital Review's* 25 "Rising Stars".

5B. Proclamations recognizing the 2014 winners of the Rowlett Arts and Humanities Commission's Photography Contest.

5C. Recognition of National CAPRA Accreditation for the Parks and Recreation Department.

5D. Hear a presentation on the City of Rowlett receiving the Government Finance Officers Association of America and Canada Certificate of Achievement for Excellence in Financial Reporting.

5E. Hear presentation of the Monthly Financial report for the period ending August 31, 2014.

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

**6. CITIZENS' INPUT**

*At this time, three-minute comments will be taken from the audience on any topic. To address the Council, please submit a fully-completed request card to the City Secretary prior to the beginning of the Citizens' Input portion of the Council meeting. No action can be taken by the Council during Citizens' Input.*

**7. CONSENT AGENDA**

*The following may be acted upon in one motion. A City Councilmember or a citizen may request items be removed from the Consent Agenda for individual consideration.*

7A. Consider action to approve minutes from the October 7, 2014, City Council Meeting and the October 14, 2014, City Council Special Meeting.

7B. Consider a resolution approving Change Order Number 1 to the contract with A&M Construction Company in the amount \$18,895.00, authorizing the final payment and release of retainage for

the Martin Street Sanitary Sewer Project in the amount of \$87,403.70 to A&M Construction and Utilities Incorporated, and authorizing the Mayor to execute the necessary documents.

- 7C. Consider action to approve a resolution authorizing the final acceptance and release of retainage for the Castle Drive 24-Inch Water Main Project in the amount of \$119,521.95 to Crescent Constructors Incorporated, and authorizing the Mayor to execute the necessary documents.
- 7D. Consider action to approve a resolution amending a Communication Facility License Agreement with T-Mobile West, LLC to amend the Rent Abatement schedule included as Exhibit B.
- 7E. 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 \$141,243.
- 7F. Consider a resolution approving a tree mitigation plan and related tree removal permit application for more than three trees associated with Briarwood Armstrong Addition, located at 2801 Lakeview Parkway. (DP14-736)
- 7G. Consider a resolution approving a request for alternative building materials for a proposed single family home, new construction, located at 2102 Stone Hollow Drive. (DP14-739)
- 7H. Recommend City Council to approve a resolution opposing the construction of the private toll road project known as the Northeast Gateway in the City of Rowlett and its Extraterritorial Jurisdiction.

## 8. ITEMS FOR INDIVIDUAL CONSIDERATION

*If a Public Hearing is listed, the City Council will conduct such public hearing to receive comments concerning the specific items listed in the agenda. Any interested persons may appear and offer comments, either orally or in writing; however, questioning of those making presentations will be reserved exclusively to the presiding officer as may be necessary to ensure a complete record. While any person with pertinent comments will be granted an opportunity to present them during the course of the hearing, the presiding officer reserves the right to restrict testimony in terms of time and repetitive content. Organizations, associations, or groups are encouraged to present their commonly held views and identical or similar comments through a representative member when possible. Presentations must remain pertinent to the issues being discussed. A person may not assign a portion of his or her time to another speaker.*

- 8A. Conduct a public hearing and take action to approve an ordinance granting Major Warrants for Urban Village Form Based Code standards relating to building frontage, building orientation, block size, building transparency, signage, and open space for a church located at 4405, 4501, 4591, 4595, and 4825 Main Street.

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

## 9. ADJOURNMENT

*Laura Hallmark*

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Laura Hallmark, City Secretary

I certify that the above notice of meeting was posted on the bulletin boards located inside and outside the doors of the Municipal Center, 4000 Main Street, Rowlett, Texas, as well as on the City's website ([www.rowlett.com](http://www.rowlett.com)) on the 17<sup>th</sup> day of October 2014, by 5:00 p.m.



**City of Rowlett**  
**Staff Report**

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75080-0099  
[www.rowlett.com](http://www.rowlett.com)

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**AGENDA DATE:** 10/21/14

**AGENDA ITEM:** 2A

**TITLE**

The City Council shall convene in Executive Session under §551.071, Texas Government Code, (Consultation with Attorney) to discuss litigation and seek legal advice regarding pending litigation, Angela Figura v. City of Rowlett. (20 minutes)



**City of Rowlett**  
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**AGENDA DATE:** 10/21/14

**AGENDA ITEM:** 2B

**TITLE**

The City Council shall convene into Executive Session pursuant to the 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 to business prospects that the City may seek to have locate on property at 2801 Lakeview Parkway. (20 minutes) (THIS ITEM WILL BE DISCUSSED FOLLOWING THE REGULAR PORTION OF THE MEETING)



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**AGENDA DATE:** 10/21/14

**AGENDA ITEM:** 3A

**TITLE**

Presentation from Rockwall County Open Space Alliance. (15 minutes)

**STAFF REPRESENTATIVE**

Jermel Stevenson, Director of Parks and Recreation Department

**SUMMARY**

Rockwall County Open Space Alliance is active in working towards preserving natural heritage. The Open Space Alliance has an opportunity to increase its protected open space, enhance its green infrastructure, and ensure a livable community for generations to come. They have opportunities to better coordinate land conservation efforts, creating one county-wide vision for open space planning and ensuring that parks, open spaces, greenways, and trails connect across municipal boundaries. Monthly meetings are held, which are attended by Councilmember, Debby Bobbitt, Parks and Recreation Director, Jermel Stevenson and Parks Division Manager, Keith Flournoy. During the August meeting, the Alliance requested to do a presentation to the city councils in Rockwall County regarding their initiative.

**BACKGROUND INFORMATION**

Rockwall County Open Space Alliance's aim is to preserve Rockwall County's natural heritage, preserve places that are vital to the economy and to the quality of life, improve coordination of open space planning, help create a greener future for Rockwall County, and create a community that protects their natural and rural character. The Open Space Alliance is an umbrella organization that brings together representatives from all areas of Rockwall County to discuss common open space issues and goals, and determine plans of action. There is urgency to this mission as we see greenbelts disappear to pressures of development and growth.

In 2008-2009 Open Space Alliance benefited from significant efforts of public and non-profit institutions including, but not limited to, The Trust for Public Land, the Rockwall County Commissioners Court, the North Central Texas Council of Governments, and the following cities: Rockwall, Heath, Royse City, Fate, Rowlett, McLendon-Chisholm and Wylie. Additionally, a panel of Rockwall County residents participated in the exercise that resulted in agreed upon goals. These values and goals were affirmed in 2011 as part of the Rockwall County Master Planning discussions.



## City of Rowlett Staff Report

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**AGENDA DATE:** 10/21/14

**AGENDA ITEM:** 3B

### **TITLE**

Discuss the Community Health Paramedicine program. (15 minutes)

### **STAFF REPRESENTATIVE**

Neil Howard, Fire Chief

Chris Weinzapfel, EMS Director

### **SUMMARY**

Rowlett Fire Rescue has recognized an increasing need for the community of Rowlett to have more options and a more diverse EMS support system. Pre-hospital 9-1-1 emergency response is one of the essential public safety functions provided by Rowlett Fire Rescue in support of community health, security, and prosperity. Fire service-based emergency medical services (EMS) are strategically positioned to deliver time-critical response and effective patient care. It provides public safety service while emphasizing safety, competent and compassionate workers, and cost-effective operations.

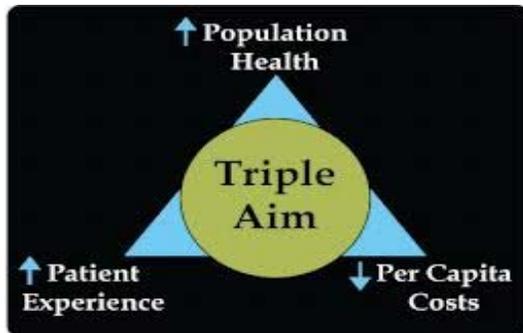
As the federal, state, and local governments consider their strategic plans for an 'all hazards' emergency response system, Rowlett has been included in those considerations and decision making exercises. Rowlett Fire Rescue has identified an area that, while new to fire and EMS agencies across the country, is not new to the citizens who are in need of this program. The option presented today is the Rowlett Fire Rescue Community Health Paramedicine program (CHP).

### **BACKGROUND HISTORY**

Community Health Paramedicine (CHP) is a new and evolving model of community-based health care. CHP programs typically address specific, local problems and take advantage of collaborations between EMS and other health care providers. Rowlett Fire Rescue EMS is pre-hospital emergency 9-1-1 that is being provided by the nation's finest firefighter EMTs and paramedics. Due to the training and expertise of fire service-based EMS responders, they are capable of simultaneously securing a scene, mitigating the hazard, treating, and transporting the patients to an appropriate medical facility. Time efficiency has been a key component of the best designed EMS systems in the country.

There is no service more capable of rapid, multi-faceted response than a fire-based EMS system. Rowlett Fire Rescue has looked at perfecting our emergency responses to meet the demands of the community while supporting the overrun local health care systems. To date, we have met the expectation and are continually striving to do better.

Interest in community Paramedicine has substantially grown in recent years based on the belief that it may improve access to and quality of care while also reducing costs. The federal government has also shown an interest in agencies taking on this program and began declaring them as an Accountable Care Organization.



Some of the delivery system problems targeted by CHP programs include:

1. Overuse of the 911 system for social or psychological problems.
2. The need for alternative means to manage patients who do not require transport to a general acute care hospital emergency department.
3. Repeat Emergency Department visits or hospital readmissions due to gaps in care between hospital and outpatient primary care or specialty management.
4. Limited or no capacity for short-notice home visits, especially during off hours.
5. Supplementing primary care shortages in underserved areas.

Paramedics are presently trained to provide advanced life support services in an emergency setting or during inter-facility transfers. Currently, the Texas Health and Safety Code does not limit paramedic scope of practice to emergency care in the pre-hospital environment. Moreover, patients under the care of a paramedic are not required to be delivered to a general acute care hospital emergency department. The EMS Medical Director and the agency have the responsibility to decide the most appropriate facility while taking the patient's wishes into consideration.

Several other states have implemented variations of Community Paramedicine or a comparable Advanced Practice Paramedic (APP) program. A full Community Paramedic training curriculum (approximately 200 hours in length) has been developed by Community Healthcare Emergency Cooperative (a multi-state and multi-national collaborative) and the North Central EMS Institute in Minnesota. These programs cover detailed material and have demonstrated that paramedics are on the forefront of effectively performing an expanded role.

Our history at Rowlett Fire Rescue has been the model of responding and transporting to the hospital of choice that meets the needs of the patient. The concept of the CHP has introduced a potential to meet the expanded scope of the patient's needs. This will make a huge impact on the delivery of care and in the overall health care savings. However, with our past activities changing, we have now found that these new activities will put us in a position to seek other options to meet the needs and call demands. With no real change in sight for health care, our current and future needs have brought us to where we are today.

## DISCUSSION

The Affordable Health Care Act has forced hospitals to develop programs that will keep patients from being readmitted with the same diagnosis within 30 days. The Community Paramedicine program has proven to be successful in other markets to reduce these readmissions. As a result, Rowlett Fire Rescue and Lake Pointe Health Network have collaborated to develop a pilot program for the City of Rowlett.

Rowlett Fire Rescue is committed to making sure we make the right choices for those we serve, while remaining fiscally responsible. As concern about rising health care costs rise, increased efforts have been directed at ensuring that expensive emergency care resources are optimally utilized. Also, because the majority of EMS systems rely on fire departments and other publicly funded agencies to provide services, providers have increasingly sought to secure additional sources of financial support.

Lake Pointe Health Network (LPHN), in collaboration with Rowlett Fire Rescue, seeks funding to develop an initiative that will increase healthcare quality and reduce costs for our citizens. The two teams' first goal is to reduce preventable EMS and Emergency Department overuse. Early experiences with CHP programs suggest that they may lead to more optimal use of EMS assets and offer some potential for diversification of the EMS funding base. In particular, CHP programs may result in:

1. **More appropriate use of emergency care services.**

Perhaps the best demonstrated benefit of CHP programs has been in getting persons who have accessed the EMS system, but do not have a medically emergent condition, to more appropriate destinations than a hospital. This may yield financial savings and, in some cases, improve the coordination and continuity of care.

2. **Increased access to primary care for medically underserved populations.**

Some CHP programs have provided solutions to primary care problems that were otherwise not being effectively addressed. For example, some CHP programs provide short-term (e.g., within 72 hours of discharge) follow-up home visits for patients who have just been discharged from a hospital until other providers are able to provide the home visits or other follow-up care. Such follow-up care may help prevent hospital readmissions.

3. **Enhanced opportunities for EMS personnel skills development and maintenance.**

CHP programs aimed at providing primary care for medically underserved populations may also provide opportunities for EMS personnel in low-call-volume settings (e.g., rural areas) to further develop patient assessment skills, as well as more frequently utilize their basic skills. This helps them maintain their skills and expand their clinical experience.

As mentioned above, the Affordable Healthcare Act is going to change the way we provide healthcare in the United States. The Community Health Paramedicine program is just one of many changes to come. This program will reduce abuse of the 9-1-1 system and those who are not paying for ambulance transport. It will also reduce the number of unplanned readmissions to hospitals. Our target patient audience are those with Congestive Heart Failure (CHF) and initial

onset of CHF, as well as Chronic Obstructive Pulmonary Disease (COPD). Patients will be met at the hospital and must volunteer to be enrolled in the program. Upon discharge from the hospital, the CHP team will be notified that the patient is going home. We will then make contact to set up the initial visit. This will also provide us with the opportunity to do an assessment on the residence to ensure that they have working smoke detectors, free of slip hazards, and if there is a need for handicap rails in their bathrooms. Our goal is to not exceed more than 25 patients in the program at one time. Staff expects to reach 150 patients during the pilot program.

### **FINANCIAL/BUDGET IMPLICATIONS**

This program initially will not require additional personnel. We are using funds from the Dallas County Hospital Coalition to cover expenses of off-duty personnel working overtime. If the program proves to be successful, we will have negotiations with the hospital for future funding. At such time, we would bring a report to Council explaining what the future of the program will look like. The only items Rowlett Fire Rescue has to provide is a vehicle and the personnel. The program will be evaluated at the end of the sixth-month mark. We will be providing updated information to the Dallas County Hospital Coalition throughout the period of the pilot program, as well as keeping Council abreast of the program.

LPHN is requesting support from the Hospital Engagement Network for the amount of \$165,000. These funds will be used to hire, train, and compensate Community Paramedics for the six-month trial period. The expenses break down as follows:

1. Annual salary and benefits for two EMS specialists = \$155,000
2. Supplies and minor equipment = \$10,000
3. EMS vehicle will be provided by Rowlett Fire Rescue for pilot period

### **RECOMMENDED ACTION**

Consensus to move forward with this program for a six month trial period beginning in November 2014.

### **ATTACHMENT**

Attachment 1 – Grant Agreement with Lake Pointe Health Network

# Hospital Engagement Network

## REQUEST FOR FUNDING TO SUPPORT QUALITY IMPROVEMENT INITIATIVES REDUCE E.D. OVERUSE and UNPLANNED READMISSIONS

Lake Pointe Health Network and City of Rowlett EMS Department

### FUNDING REQUEST OVERVIEW

Lake Pointe Health Network (LPHN) in collaboration with the City of Rowlett's Fire and Rescue team is seeking funding to develop and pilot an initiative that will increase healthcare quality and reduce healthcare costs for the citizens of Rowlett.

The LPHN and Rowlett EMS teams are in the process of developing an initiative that will identify Rowlett community members that are at the highest risk of returning to the Emergency Services Department (E.D.) for non-emergent care and for unplanned re-admissions to inpatient care. High risk patients will be enrolled in a program that provides personalized support from trained EMS Community Paramedics. The Community Paramedics will provide an assessment of the patient's ability to take care of themselves at home, coaching on how to care for themselves and routine visits to monitor and support their progress toward healthcare independence. This will dramatically decrease their dependence on EMS transports, E.D. visits and hospital stays.

We estimate that as many as 20 to 25 patients will be in the pilot program at any one time with over 150 patients served in the first year of the program.

### FUNDING REQUEST BACKGROUND

#### Quality Improvement Goal 1: Reduction of Preventable Emergency Department Overuse

In preparation for healthcare payment initiatives that pay for quality of care vs. quantity of care, LPHN and the Rowlett EMS team need to assist our community in reducing preventable Emergency Department overuse. LPHN's top 100 E.D. patients accounted for over 1000 visits in the calendar year 2013. This puts a strain on resources for the community's EMS Teams and LPHN Emergency Departments. If current overuse of the E.D. is left unchecked, care will not be provided in the highest quality and least costly settings.

Preventable Emergency Department Overuse - Background for Rowlett Community

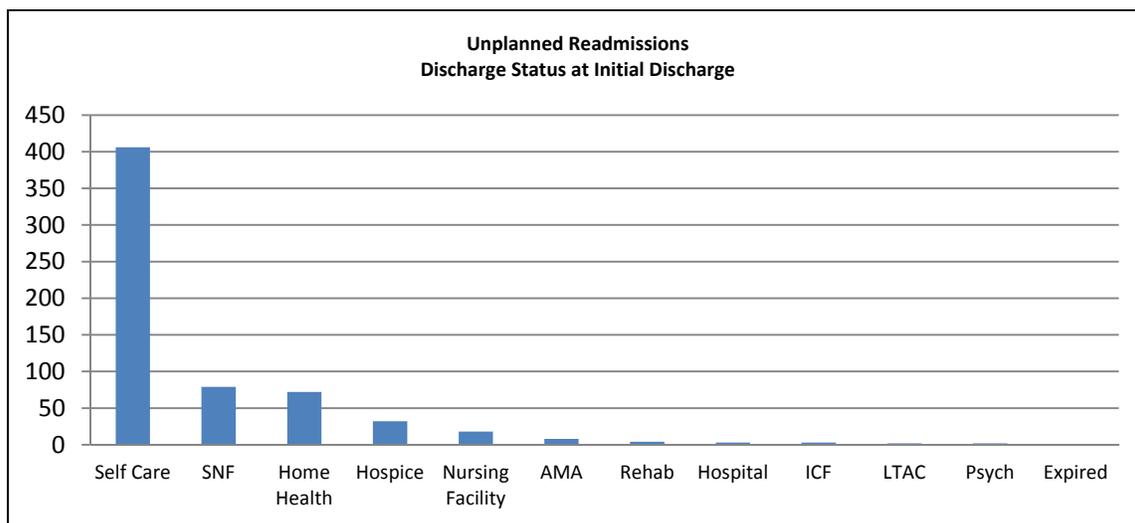
- LPHN’s top 100 Emergency Department patients accounted for 1006 visits in 2013 (from all surrounding zip codes).
- The top 100 patients averaged 9.97 visits per year with a range of 7 visits per year to 33 visits per year.
- The average time between E.D. visits for the Top 100 patients was 28.3 days.
- Transport for these top 100 patients accounted for approximately 150 EMS Transports in 2013.
- Many of these patients had spent time as an inpatient at Lake Pointe Medical Center.

Quality Improvement Goal 2: Reduction of Preventable Readmissions

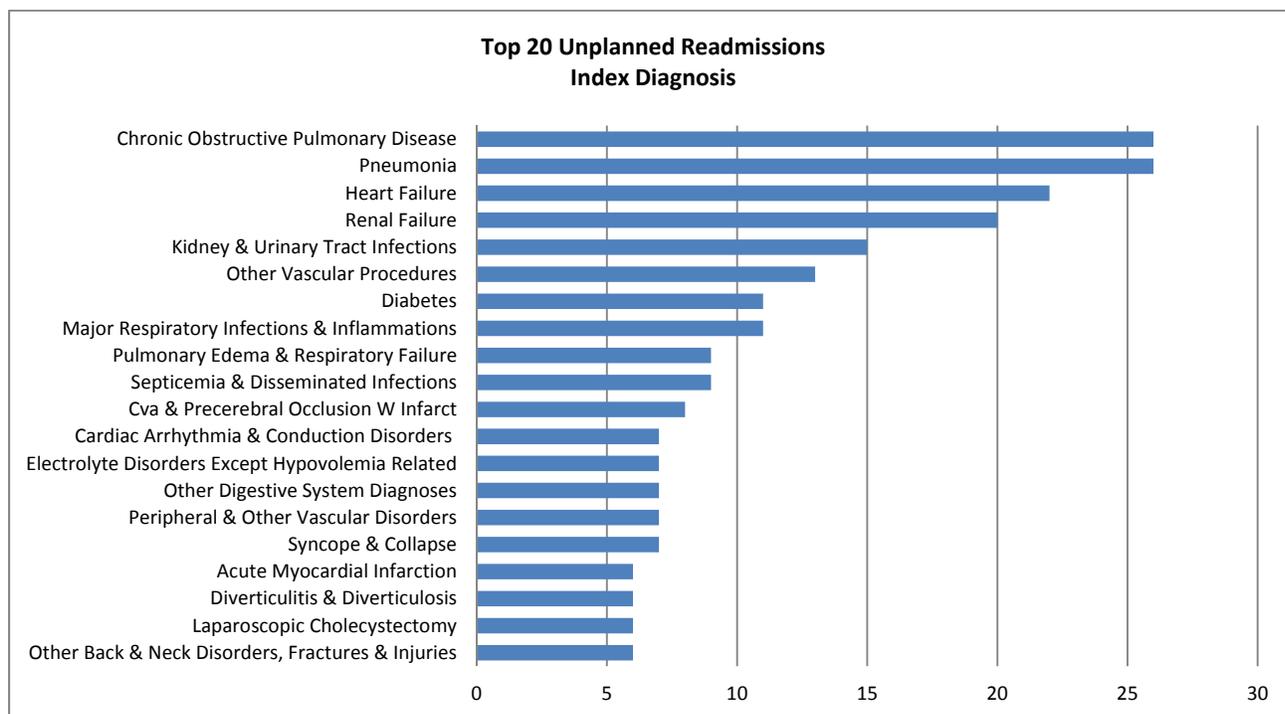
Lake Pointe Medical Center (LPMC) needs to reduce preventable readmissions in order to improve the overall quality of patient care and to reduce/eliminate penalties assessed by CMS and other managed care organizations. LPMC’s Unplanned/Preventable Readmissions Goal is 12% or less. LPMC’s current Unplanned/Preventable Readmissions is coming down but still exceeds 12%

Readmissions Reduction - Background at Lake Pointe Health Network

- LPHN had total unplanned readmissions within 30 days of 548 for 2013 (all DRGS, all payers, all ages)
- 62% of the unplanned readmissions returned to LPHN from a discharge disposition of “home under self care”



- LPHN’s top 20 unplanned readmission categories (within 30 days of discharge) are:



### Analysis of issues related to discharge status of Home Under Self Care

The discharge status of “home under self care” is normally used if a patient generally meets the following criteria:

- Patient should be able to independently follow discharge instructions
- Patient is ambulatory
- Patient has access to transportation
- Patient has support from a caregiver at home (as needed)

In most cases, home under self care works well and patients are able to return to a normal work/life routine. However, in 15.7% of the cases, the patient will return to inpatient care within 30 days of the initial in-patient stay.

Studies have shown that the top reasons for 30 day unplanned re-admissions, for patients that are discharged to home, are for the following reasons:

1. Failure to follow discharge instructions
  - a. Did not understand medication instructions
  - b. Did not follow-up with PCP and/or Specialist
  - c. Did not use home medical equipment correctly
  - d. Did not monitor their condition and seek support when necessary (for example: weight gain, swelling at ankles, etc. – which are trouble signs for CHF)
  - e. Failure to adjust eating, hygiene, smoking behaviors
2. Failure to secure medications
  - a. Did not have ability to pick-up medications
  - b. Did not have money for medications
3. Failure to attend PCP and/or Specialist appointments
  - a. Did not have transportation to physician office
  - b. Did not have money for physician appointment

## PROPOSED SOLUTION

LPHN and the Rowlett Fire and Rescue EMS Team (led by Fire Chief Neil Howard and Assistant Fire Chief Don Poovey) are collaborating on the development of a community health program patterned after the MedStar program in Fort Worth.<sup>1</sup> The Fort Worth program reduced E.D. use by 84% for those patients that graduated from their Community Health Program.

The Rowlett EMS/LPHN program will be focused on those community members that have been discharged from Lake Pointe Medical Center that have a high risk of returning to the E.D. or Inpatient setting. The program will be called the Rowlett Community Paramedics initiative.

The Rowlett EMS/LPHN led strategy for reducing E.D. overuse and unplanned readmissions are as follows:

- ✓ identification of “high risk” community members by LPHN Case Management Team
- ✓ enrollment of those “high risk” community members into a program where both the Community Paramedics and Hospital develop post discharge follow-up plans for those individuals
- ✓ visits by the Community Paramedic while the patients are still at the hospital to start the relationship and to set expectations for the program
- ✓ follow up home visits by Community Paramedics and monitoring by Hospital helps to ensure that the patients are following their care plan
- ✓ EMS assistance if a participant of this program calls for EMS services, their Community Paramedic will accompany the EMS responders (if the Community Paramedic is available) to help determine if an E.D. visit can be avoided.

Requirements and Scope of Service

A minimum amount of time working one-on-one with each patient will be required in order to give the patient the tools and confidence to care for themselves and alter their lifestyles in order to avoid overuse of the E.D. and to avoid unplanned readmissions. The pilot will begin by providing patients in the program with 9 personal visits spread over a 15 week period of time. The personal visits can be supplemented with phone calls initiated by either the patient or Community Paramedics. Personal visits will approximate the following schedule with flexibility built in for patients that may need additional time in the program:

	Initial Visit	Week 1a	Week 1b	Week 2	Week 3	Bi-week 1	Bi-Week 2	Month 1	Month 2	Total Min	Total Hours	Total Visits	Average Time Per Visit
Patient Minutes/Hours	60	30	30	30	30	30	30	30	30	300	5	9	33

The number of patients cared for in the pilot will be determined by the number of Community Paramedics that are assigned to the new initiative. For safety and security reasons the Community Paramedics will always travel as a team of two. Therefore, the pilot will require a minimum of two Community Paramedics. Additionally, the availability of vehicles will also be a limiting factor for the pilot period. Currently, there will only be one vehicle available to the pilot. Additional requirements for the Community Paramedics and LPHN:

- The Community Paramedics will attend special training classes to become certified in “at home” patient support
- The Community Paramedics will work eight hour shifts, five days per week. Start times will be determined by appropriate access times to patient’s homes
- LPHN Case Management Team will work closely with the Rowlett Community Paramedics to determine the best candidates for the program
- LPHN will work closely with Rowlett EMS and Community Paramedics to measure success of the initiative

Based on the requirements and scope of services outlined in the previous section, the following home visit schedule will be followed for the pilot:

<b>Daily Schedule:</b>	Min.	Total Min.
Morning Prep	45	45
Drive to Patient 1	15	60
Patient Visit 1	33	93
Drive to Patient 2	15	108
Patient Visit 2	33	141
Drive to Patient 3	15	156
Patient Visit 3	33	189
Lunch/Breaks	60	249
Drive to Patient 4	15	264
Patient Visit 4	33	297
Drive to Patient 5	15	312
Patient Visit 5	33	345
Drive to Patient 6	15	360
Patient Visit 6	33	393
Afternoon Paperwork/Prep	60	453
Total Planned Time (minutes)	453	
Total Planned Time (Hours)	<b>7:33</b>	

We estimate that as many as 20 to 25 patients will be in the program at any one time. Over a one year period, we will serve up to 150 patients.

#### Quality Improvement Metrics

In order to measure the success/results of the new program and to prepare for continuous improvement of the program, the following metrics will be developed and monitored:

- E.D. use by community members that have been enrolled in the Rowlett Community Paramedics initiative
- A reduction of the gap between E.D. use for the patients enrolled in the program and E.D. use by like populations within the community
- Unplanned Readmissions for community members enrolled in the program and unplanned readmissions by like populations within the community
- Rowlett Community Health Initiative member satisfaction as related to the program and communication with Community Paramedics and Lake Pointe Health Network staff

**REQUEST FOR SUPPORT**

LPHN is requesting support from the Hospital Engagement Network for the amount of \$165,000.

These funds will be used to hire, train, and compensate the new Community Paramedics for a one-year proof of concept period. The expenses break down as follows:

- ✓ Annual Salary and benefits for two EMS Specialists = \$155,000
- ✓ Supplies and minor equipment = \$10,000
- ✓ EMS vehicle will be provided by Rowlett EMS department for pilot period

Thank you in advance for considering this request. Please contact Brett Lee or Jackie Cox with any questions or comments.

Brett Lee – CEO  
Lake Pointe Health Network  
(972) 412-2273

Jackie Cox – Director of Emergency Services  
Lake Pointe Health Network  
(972) 412-2273

<sup>1</sup> <http://www.medstar911.org/community-health-program>



City of Rowlett  
Staff Report

4000 Main Street  
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**AGENDA DATE:** 10/21/14

**AGENDA ITEM:** 3C

**TITLE**

Discuss recommended action regarding the proposal for clubhouse improvements at Waterview Golf Course. (30 minutes)

**STAFF REPRESENTATIVE**

Brian Funderburk, City Manager  
Jermel Stevenson, Director of Parks and Recreation

**SUMMARY**

The City has a list of projects at the Waterview Golf Course that was approved earlier this year, including improvements to the Waterview Clubhouse. The purpose of this item is to provide final approval for the clubhouse improvements, including a cost overrun of \$49,920.

**BACKGROUND INFORMATION**

On December 18, 2012, the Golf Advisory Board (GAB) provided recommendations to the City Council regarding additional improvements to the golf course, including funds to enclose the clubhouse, add a lake on Hole #2, modify the tee boxes on Hole #18, add additional trees and repair settled sprinkler trenches throughout the course. The Council took issue with repairing the trenches, agreeing with staff that it should be a contractual obligation of American Golf Corporation (AGC), and provided consensus to move forward with the remaining four projects. The additional trees recommended and the work on the tee box on Hole #18 was completed in 2013. However, the pavilion project and the lake at Hole #2 was considered as part of a slate of projects discussed with Council on March 18, 2014.

On March 18, 2014, the GAB provided recommendations to the City Council regarding five separate projects totaling \$820,672. Subsequent to that event, on April 1, 2014, the GAB recommended one additional project to add two additional tee boxes on Hole #6 and #16 for a total estimated cost of \$9,000 bringing the total estimated project costs to \$829,672.

Since March 18<sup>th</sup>, City staff has met with AGC staff on several occasions. AGC has expressed concern with the additional bunkers that they may affect the pace of play, a key priority with AGC. From the GAB's perspective, the bunkers offer a play dynamic forcing golfers to have to make decisions about the shot they wish to play, a key priority for the GAB. In order to properly evaluate and resolve the potential conflict, City staff and AGC engaged the services of Professional Golf Services for a tee and bunker study. A key component of this study was to evaluate the golf course for a "balance" between pace of play and play dynamic. The study resulted in a report that includes factors such as bunker locations, yardage reports, shot strategy and playability. Generally speaking, tee boxes are less expensive to build and maintain than bunkers. City staff

continues to work with AGC to develop a time schedule for the proposed projects. While some of the projects have already been awarded (i.e. drainage on Hole #10, retaining wall on Hole #18, etc.), other projects will need to be built around AGC's tournament schedule. In addition, AGC has requested that the lake project on Hole #2 be fully designed.

During the May 20<sup>th</sup> City Council meeting, the Council voted to approve the development agreement with AGC to do the six projects recommended by the GAB. This included the original five projects recommended on March 4, 2014, and the additional tee boxes recommended on April 1, 2014.

<b>Projects</b>	<b>Description</b>	<b>Projected Cost 3-18-14</b>	<b>Projected Cost 5-20-14</b>
1	<b>Waterview Clubhouse Improvements</b>	\$518,304	\$518,304
2	<b>Add lake(s) on Hole #2</b>	71,288	71,288
3	<b>Drainage on Hole #10</b>	45,399	46,175
4	<b>New Bunkers</b>	34,880	34,880
5	<b>Replace retaining wall on Hole #18 tee box</b>	150,801	150,801
6	<b>Add two tee boxes on Hole #6 and Hole #16</b>	0	9,000
	<b>Total recommended expenditures</b>	\$820,672	\$830,448
	<b>Contribution from Waterview HOA</b>	(31,000)	(31,000)
	<b>Net cost to City of Rowlett</b>	\$789,672	\$799,448
	<b>Available balance in Fund 180 for FY2014</b>	(340,092)	(340,092)
	<b>Net shortfall (funds will be needed from financing or phasing)</b>	<u>\$449,580</u>	<u>\$459,356</u>
	<b>Net change from 3-18-14</b>		<u>\$9,776</u>

The Council provided a primary point relative to the approval. Before moving forward with any changes to tee boxes or bunkers, Council requested that the GAB review the tee and bunker study conducted by Josh Peters. After review, the Council requested that the study be presented to Council along with the GAB's recommendations.

On July 1, 2014, the City Council voted to restructure the lease agreement with AGC. As part of that restructuring, AGC provided \$2.19 million to defease and restructure bonded indebtedness and extend the lease agreement until December 31, 2039. In addition, the capital projects approved on May 20, 2014, were amended. As revised, alternate #1 from the clubhouse totaling \$147,056 was removed, the City's portion in up-front cash from the Golf Fund was increased by \$172,682 and AGC covered the remaining balance of \$139,618 with no financing necessary. In addition, the City will retain a reserve totaling \$255,000, equivalent to one-year debt service. The table below outlines the major changes to the projects.

Projects	Description	Projected Cost as of 5-20-14	Projected Cost as of 7-1-14	\$ Change
1	Waterview Clubhouse Improvements	\$518,304	\$518,304	\$ -
-	Remove alternate #1 – Dining Expansion	-	<u>(147,056)</u>	<u>(147,056)</u>
1	Revised Waterview Clubhouse Project	\$518,304	\$371,248	\$(147,056)
2	Add lake(s) on Hole #2	71,288	71,288	-
3	Drainage on Hole #10	46,175	46,175	-
4	New Bunkers	34,880	34,880	-
5	Replace retaining wall on Hole #18 tee box	150,801	150,801	-
6	Add two tee boxes on Hole #6 and Hole #16	<u>9,000</u>	<u>9,000</u>	<u>-</u>
	Total recommended expenditures	\$830,448	\$683,392	\$(147,056)
	Contribution from Waterview HOA	<u>(31,000)</u>	<u>(31,000)</u>	<u>-</u>
	Net cost	\$799,448	\$652,392	\$(147,056)
	Funded from Golf Fund	<u>(340,092)</u>	<u>(512,774)</u>	<u>(172,682)</u>
	Net shortfall – Original (City would finance over 3 years)	<u>\$459,356</u>	<b><u>\$139,618</u></b>	<u>\$(319,738)</u>
	Net shortfall – Revised (American Golf covers the difference)	Balance covered by City	<b>Balance covered by AGC</b>	n/a
<b>City retains a reserve of \$255,000, equivalent to one-year debt service based on the debt restructuring.</b>				

On September 2, 2014, the GAB met and finalized their recommendations with regard to the Tee and Bunker study. Those recommendations were provided to Council during the work session on the same night. The recommendation of the GAB was to build six bunkers, two tee boxes, and add a lake on the left side of Hole #1 instead of Hole #2. On September 2, 2014, the City Council agreed and approved the recommendations of the GAB as follows:

Projects	Description	Budget As of 7-1-14	Projected Cost as of 9-2-14
2	Add lake(s) on Hole #1 (instead of Hole #2)	\$ 71,288	\$ 43,281
4	Add six new Bunkers	34,880	67,875
6	Add two tee boxes on Hole #6 and Hole #16	9,000	9,305
	Mobilization and taxes (subject to change)	-	7,115
	Discount if all projects done at once (subject to change)	<u>-</u>	<u>(8,246)</u>
	Total	<u>\$ 115,168</u>	<u>\$ 119,330</u>

Projects	Description	Budget As of 7-1-14	Projected Cost as of 9-2-14
	<b>Shortfall (note: Golf Advisory Board Chairman, Larry Glick, indicated he would personally cover the shortfall for the proposed projects)</b>		<u>\$ 4,162</u>

On October 14, 2014, the City Council revisited the recommendations made at the September 2, 2014, meeting to discuss the concerns expressed by AGC. Based on that conversation, Council agreed to add the removal of three bunkers no longer in play. The additional cost is expected to be about \$19,362 and the funds will come from the Golf Fund.

## DISCUSSION

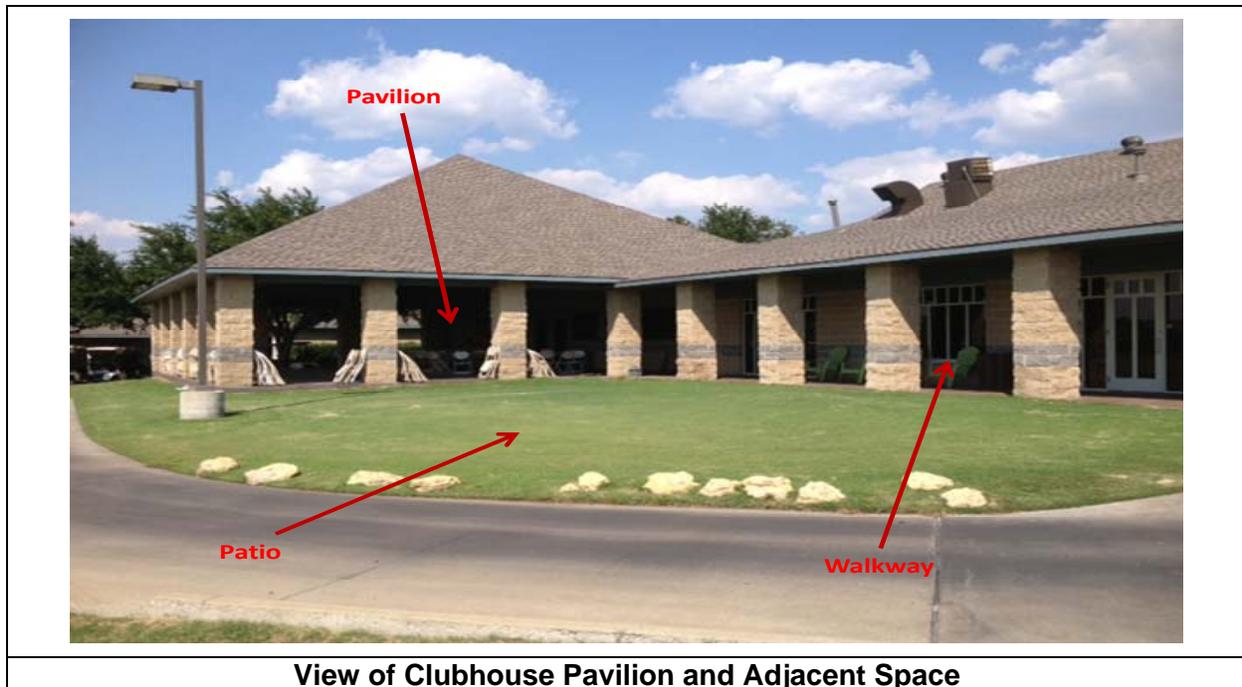
As indicated above, the GAB has recommended six capital improvement projects for Waterview Golf Course. One of those projects involves improvements to the Waterview Clubhouse, including the enclosure of the pavilion.

### Waterview Clubhouse Improvements Project History

Originally, the improvements to the clubhouse were to include only the enclosure of the pavilion; however, at the meeting with the City Council on December 18, 2012, the Council indicated a desire to have a patio considered as well. Also, once staff engaged American Golf in the discussions regarding the clubhouse, they requested consideration for adding the expansion of the dining room and bathrooms as alternate bids. The City's architect, Kelly McCarthy, completed those designs in December 2013, and the project was let for bid. By February, 2014, the bids were received. With all components, the total project budget increased from an estimate of \$100,000, which was not derived from any specific analysis or quotes to a hard bid of \$518,304 for the base bid and all alternates. In its entirety, the clubhouse improvements – include the enclosure of the pavilion, addition of a patio with a fire pit, and expansion and updating of the dining room and bathrooms. The emphasis of the project is to enhance the viability of the golf course as a community asset. The total cost is \$518,304 based on a bid from PCM and was recommended in its entirety by the GAB by a 3-2 vote.

The breakdown of the bids for the Waterview Clubhouse Improvements were as follows:

Item	PCM	Westcliffe	Grounds General Construction
<b>Base Bid (Pavilion)</b>	\$213,785	\$213,238	Disqualified. Did not meet requirements for bid.
<b>Alternate #1 – Dining Expansion</b>	\$147,056	\$152,657	
<b>Alternate #2 – Patio</b>	\$61,352	*\$72,011	
<b>Alternate #3 – Fire Pit</b>	\$6,411	\$11,583	
<b>Alternate #4 – Restroom Addition</b>	\$64,400	<u>\$82,244</u>	
<b>Landscaping</b>	\$25,300	*included above	
<b>Total Project (Base + Alternates)</b>	<u>\$518,304</u>	<u>\$531,733</u>	



**View of Clubhouse Pavilion and Adjacent Space**

On July 1, 2014, the City Council voted to restructure the lease agreement with AGC. As part of that restructuring, AGC provided \$2.19 million to defease and restructure bonded indebtedness and extend the lease agreement until December 31, 2039. In addition, the capital projects approved on May 20, 2014, were amended. As revised, alternate #1 from the clubhouse totaling \$147,056 was removed, the City's portion in up-front cash from the Golf Fund was increased by \$172,682 and AGC covered the remaining balance of \$139,618 with no financing necessary.

#### **Waterview Clubhouse Improvements Project Status**

Since that time, AGC and City staff, along with McCarthy Architects and the general contractor PCM have been value engineering the project. The revised estimate used as of July 1, 2014, including the removal of alternate #1 was \$371,248.

Due to the original bid expiration date a new bid had to be solicited. The new bid came in at \$430,000. The increase was primarily due to construction escalation costs in materials such as windows, steel, plumbing and masonry. It was agreed upon by AGC and the City of Rowlett to value engineer the project. This has resulted in the following recommended changes:

#### Value engineering

- Remove from plans the addition of one toilet in the men's and women's bathroom and remodel the bathroom as planned (Estimated savings \$8,000)
- Remove the exterior custom metal window coverings (estimated savings \$15,000)

#### New wall design

- A new exterior wall design had to be drawn because the original CMU design did not accommodate for moisture protection and provide insulation to the columns.

- The new design requires the split faced block on the columns be removed so that a metal stud wall can be assembled along with conventional sheathing and moisture barrier. Split faced CMU block similar to the original block will be replaced over the wood sheathing giving the exterior of the building a look similar to the original design. This will create a slightly larger interior space and allow for dry wall to be installed on the interior walls instead of having exposed split faced block on the interior.

The breakdown of the bids for the original Waterview Clubhouse Improvements and revisions since then are as follows:

Item	Original Bid	Projected Cost as of 7-1-14	Projected Cost as of 10-16-14
<b>Base Bid w/Pavilion enclosure, dining expansion, patio, restroom addition and landscaping</b>	\$518,304	\$518,304	\$518,304
<b>Remove Alternate #1 – Dining Expansion</b>	_____ -	<u>(147,056)</u>	<u>(147,056)</u>
<b>Total Project (Base + Alternates)</b>	<u>\$518,304</u>	<u>\$371,248</u>	<u>\$371,248</u>
<b>Increased material pricing net of value engineering changes</b>	-	-	40,000
<b>Contingency</b>	_____ -	_____ -	<u>40,000</u>
<b>Total Projected Cost</b>	<u>\$518,304</u>	<u>\$371,248</u>	<u>\$451,248</u>
<b>Change</b>			<u>\$80,000</u>
<b>City portion</b>	\$518,304	\$231,630	\$281,650
<b>AGC portion</b>	_____ -	<u>139,618</u>	<u>169,698</u>
<b>Total Funding</b>	<u>\$518,304</u>	<u>\$371,248</u>	<u>\$451,248</u>

As noted, the clubhouse improvements will exceed the \$371,248 estimate used earlier this summer. Current projections based on increased material prices, value engineering changes and the addition of a contingency as of October 16<sup>th</sup> indicate that the overrun will be about \$80,000. AGC has agreed to share in the proportionate cost of the increase totaling 37.6 percent, or \$30,080. The City will cover the remaining cost of \$49,920.

If approved, AGC will mobilize the contract in mid-November.

#### **FINANCIAL/BUDGET IMPLICATIONS**

Earlier this summer, the City of Rowlett restructured the lease agreement with AGC. At that time, AGC put up \$2.19 million to buy down the existing debt and to flatten out the annual debt service payments. As a result, Rowlett agreed to restructure the lease payments to match that debt service stream.

While this arrangement was beneficial to both parties, it does mean that the additional funds that the City has had available for capital improvements that have resulted from lower interest rates

are no longer available in the future. At most, the City will have a positive, ongoing surplus of about \$10,000 annually.

On October 14, 2014, Council agreed to amend the bunker/tee box/lake projects by adding the removal of the three bunkers (Hole #6-left side, Hole #15-left side, Hole #16-right side) as requested by AGC, which is approximately \$19,362. At that time, Council opted to take the funds from the Golf Fund reserve of \$255,000, bringing that balance down to \$235,638.

We now have a better estimate of the final projected costs for the clubhouse improvements, including cost sharing of the increased cost with AGC. As a result, staff has identified two possible funding sources as listed below to cover the additional \$49,920:

1. When the lease agreement was amended in July, the City held back \$255,000, representing one year's debt service to hold in reserve. On October 14, 2014, the City Council opted to utilize this reserve to cover the \$19,362 overrun for the bunker/tee box/lake projects, thus reducing the reserve to \$235,638. Council can opt to take the additional \$49,920 for the clubhouse improvements from this amount leaving a balance of \$185,718.
2. The City's projected ending reserve for the General Fund is expected to be considerably higher than what was used over the course of the summer. Council can choose to commit those dollars to cover the overrun or a combination of approaches.

### **RECOMMENDED ACTION**

Staff recommends approving the projected \$49,920 increase in the clubhouse improvements and taking the funds from the existing Golf Course Fund reserve.

### **ATTACHMENTS**

Attachment 1 – Original Clubhouse Elevations

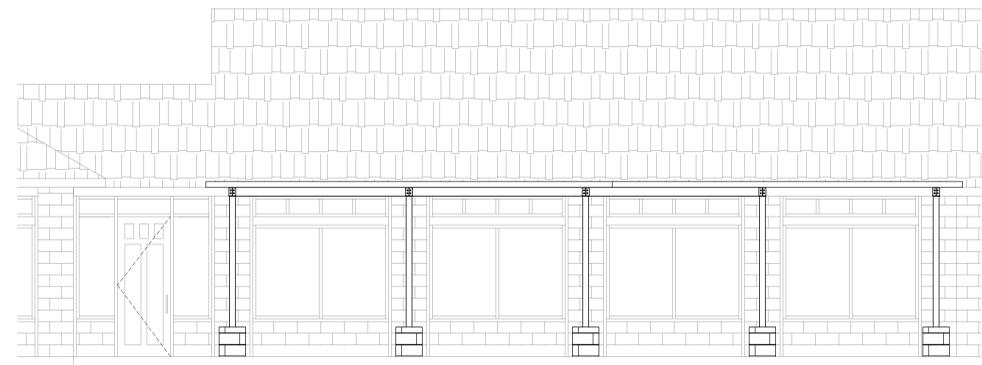
Attachment 2 – Revised Clubhouse Elevations

# WATERVIEW GOLF CLUB REMODEL

ROWLETT, TEXAS

DESIGN TEAM  
OWNER:  
**WATERVIEW GOLF CLUB**  
9509 WATERVIEW PARKWAY  
ROWLETT, TX, 75089  
P: 972.463.8900

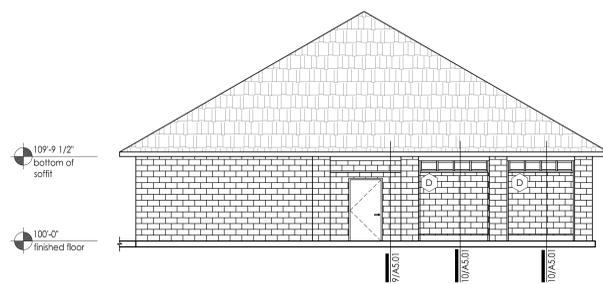
ARCHITECT:  
**MCCARTHY ARCHITECTURE**  
620 MAIN STREET, SUITE 100  
GARLAND, TEXAS 75040  
972.272.2500 P  
972.272.2510 F



**5**  
1/4"=1'-0"  
**Patio Trellis Elevation**  
elevation

REVISIONS

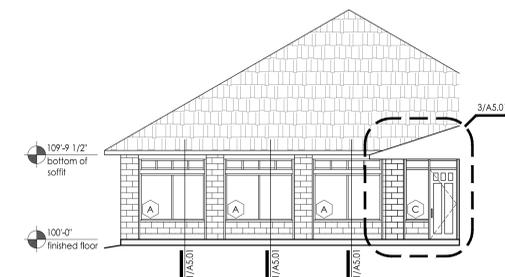
SEAL



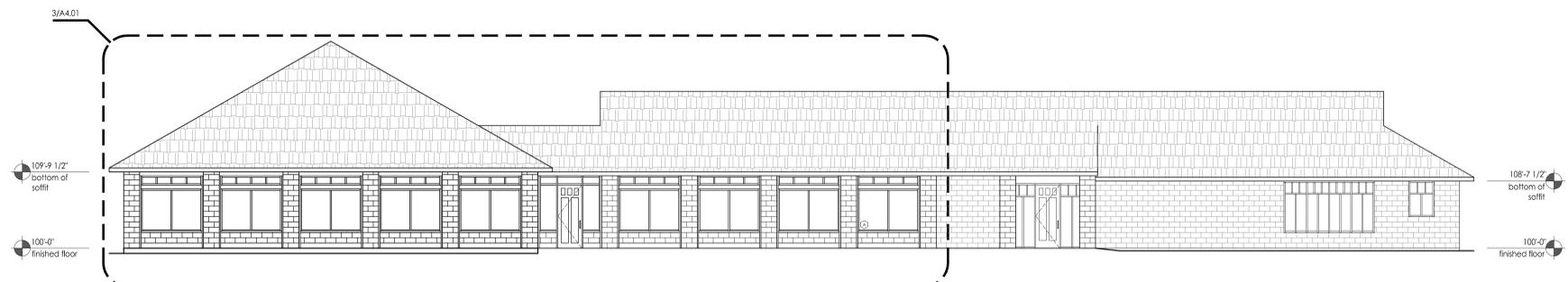
**4**  
1/8"=1'-0"  
**Enlarged Northwest Elevation**  
elevation



**3**  
1/4"=1'-0"  
**Enlarged Northwest Elevation**  
elevation



**2**  
1/8"=1'-0"  
**Southwest Elevation**  
elevation



**1**  
1/8"=1'-0"  
**Northwest Elevation**  
elevation

Copyright © 2013  
DATE: 09.04.2013  
SCALE: MA13013  
JOB NO. MA13013  
DRAWN: CB  
APPD: KM  
ACAD #

EXTERIOR ELEVATIONS

DRAWING NO. REV. NO.

**A4.01**



1

SCALE: 1/8"=1'-0"

**Pavilion**

Northwest elevation

No: CSK 2

Scale: 1/8"=1'-0"

Project: WATERVIEW GOLF CLUB

Item: PAVILION N.W. ELEVATION

Date: 10/13/2014

Project Number: 13013

1000 N. FIRST ST.

Garland, Texas 75040

Telephone: 972.272.2500

Fax: 972.272.2510

**AGENDA DATE:** 10/21/14

**AGENDA ITEM:** 3D

**TITLE**

Discuss and receive feedback on a potential public/private partnership to realign and build a portion of Princeton Road. (20 minutes)

**STAFF REPRESENTATIVE**

Erin Jones, Senior Planner

**SUMMARY**

The Right-of-Way (ROW) for the portion of Princeton Road shown below was dedicated to the City of Rowlett when the surrounding properties were platted in 2005 and 2008. Since that time, road construction remains unfunded. With the recent opening of Waterview Plaza, the impending construction of The Homestead at Liberty Grove and the potential addition of another significant development in the area, Staff deems it important to revisit this roadway extension. This is an ideal time to do so as the possibility exists for a public/private partnership that could allow the City to achieve the construction of a larger portion of the road than would otherwise be possible. This item is intended to facilitate a discussion and receive Council feedback prior to pursuing further discussions with the development community.



## BACKGROUND INFORMATION

As previously mentioned, the Right-of-Way (ROW) for the subject portion of Princeton Road was dedicated to the City of Rowlett when the surrounding properties were platted in 2005 and 2008. Since that time, road construction remains unfunded.

The impetus for this discussion item is current and future development in this area; more specifically the convergence of three substantial developments as shown below and further detailed throughout this section:



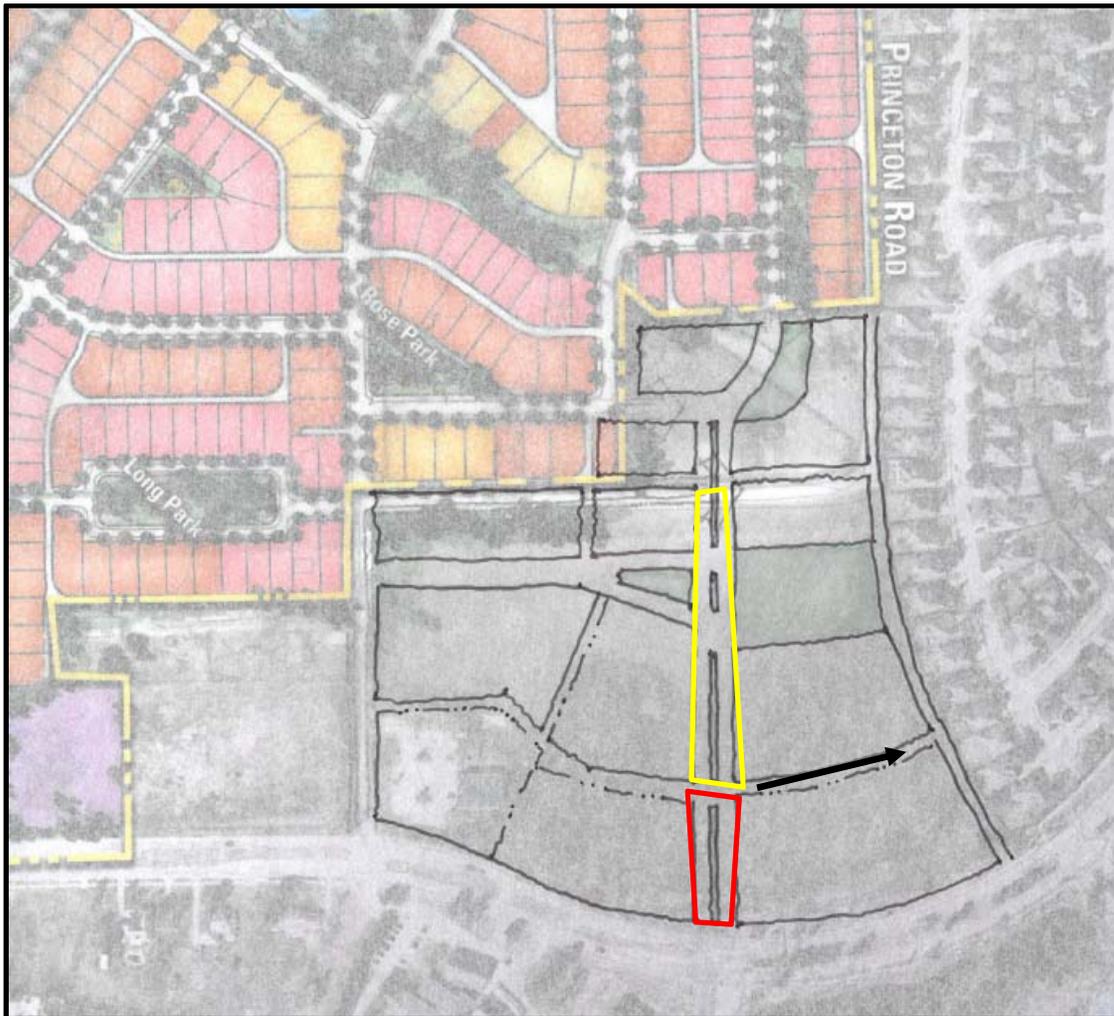
First, when the Waterview Plaza Shopping Center opened in 2014, the owner of the center brought valid concerns to Staff's attention regarding access to his site. Without the construction of the subject portion of Princeton Road, patrons traveling east on Liberty Grove Road are forced to access the center via a U-turn. This has created a challenge when marketing lease spaces in the center and the business owners view this as an inconvenience to customers. Secondly, while there is not an immediate opportunity for a connection to The Homestead at Liberty Grove due to the adjacent land being under separate ownership, there is a logical connection to be made in the future when the adjacent property is developed. Thirdly, Staff has been approached by a developer who is willing to consider a partnership with the City to both realign and construct a portion of the roadway in order to gain direct access to their site. Seeing as the majority of the ROW falls on their property, Staff sees this as an important opportunity.

The current alignment of Princeton Road will potentially create oddly shaped lots that could lead to less than ideal development patterns. It is in the City's best interest to pursue a realignment that will foster a sustainable development pattern in line with the Form Based Urban Village Zoning District that dictates future development of the property. Based on these factors and the

willingness of a substantial property owner to partner with the City, Staff believes that this is the right time to pursue construction of a portion of the roadway.

## DISCUSSION

As previously mentioned, the current alignment of Princeton Road will potentially create oddly shaped lots that could lead to less than ideal development patterns. It is in the City's best interest to pursue a realignment that will foster a sustainable development pattern. To that end, Staff proposes the following realignment that would straighten out the ROW and allow for a buildable block structure. Please note that the following sketch is meant to illustrate how blocks *could* develop with the proposed alignment and in no way depicts an approved or required layout:



In order to achieve a cohesive street section, Staff proposes that the City pay for and construct the portion of the street from Liberty Grove Road to the undisclosed project's property line (shown in red above) with the developer constructing the street section located on their property (shown in yellow above). At a minimum, the developer will be required to construct enough of the street to allow for two way traffic, and the rest of the road would be constructed when development occurs on the other side of the street. However, Staff believes that they can work with the

developer to install the full section by reducing the requirement to improve the secondary street (shown with black arrow above) on their site. It is not deemed as critical for access at this time and access could be accomplished through an internal drive or alley condition.

#### **FINANCIAL/BUDGET IMPLICATIONS**

The potential funds for this construction will be made available after the closeout of the Merritt Road Capital Improvement Project, and subsequent release of encumbrances. Per Tim Rogers, Director of Public Works, there is approximately \$936,782 remaining in bond funds within the Merritt Road Interconnector Project Phase I & II, within Account number 398-8201-521-80-02. Staff estimates that the cost of the City's portion of the Princeton Road extension will range from \$150,000-\$200,000. This includes the roadbed as well as the amenity zone. A cost range is being provided in order to accommodate fluctuating construction costs.

#### **RECOMMENDED ACTION**

This is a discussion item only. Staff recommends that the Council discuss and provide direction regarding the City's participation in the proposed Princeton Road expansion.



**City of Rowlett**  
**Staff Report**

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75080-0099  
www.rowlett.com

**AGENDA DATE:** 10/21/14

**AGENDA ITEM:** 3E

**TITLE**

Discuss a professional services agreement with Traditions Fire Consulting, LLC, to provide fire protection systems plan review of commercial and residential construction projects for the City of Rowlett. (20 minutes)

**STAFF REPRESENTATIVE**

Bryan A. Beckner, Fire Marshal  
Neil Howard, Fire Chief

**SUMMARY**

The demands and responsibilities of the Fire Marshal's Office are increasing as the City of Rowlett develops. Rather than hiring a new full-time employee, we have looked into partnering with a third-party plan review company to help with these demands. Traditions Fire Consulting currently works with 17 area municipalities (see Attachment 1). They provide extra assistance in insuring code-compliant fire protection thorough review of the construction documents. Not only do they have knowledge of Rowlett Fire Rescue's current codes, they are familiar with past codes as well as form based codes. This company's knowledge is what makes them the right choice for our organization. Allowing them to assist the Fire Marshal ensures the highest level of safety to our citizens, while balancing the overall work load of the Fire Marshal's Office.

**BACKGROUND INFORMATION**

The Fire Marshal directs and oversees fire protection activities such as fire inspections, new construction compliance, fire safety education, and plan review. Plan review is the area in which we are needing third-party assistance. This includes reviews for new structures and development coming into our city. The workload is mostly forecastable and reasonably managed by the Fire Marshal directly. However, in times of increased economic development, the need for plans review can be overwhelming. During these times, the number of jobs and the complexity of the projects can tax the Fire Marshal and slow progress in all areas, thus holding up developers and builders.

To offset this increase in projects, working with a third-party plan review firm is the right decision for the City. There are several plans review firms in the North Texas area from which to choose. After evaluating possible contractors, Traditions Fire Consulting, LLC was identified as the firm offering the greatest value to the City of Rowlett. Traditions Fire Consulting currently provides review services to 17 North Texas municipalities. We contacted all 17 cities and received feedback from 11; one of which was neutral and ten responded with high recommendations. Those cities are Azle, Balch Springs, Burleson, Cedar Hill, DeSoto, Denison, Mansfield, McKinney, Paris, and Prosper. Additionally, Traditions Fire Consulting has extensive knowledge

and experience in assisting fire departments with plans and development review. More information may be found at the Traditions Fire Consulting website, <http://www.traditionsfire.com/consulting.html>.

## **DISCUSSION**

The City of Rowlett is scheduled to have several large developments happening simultaneously in the near future. All plan reviews are needed in a timely fashion – usually five to ten business days. Currently, the Fire Marshal's Office (FMO) does not have the capacity to meet the demands presented by large developments. If we are unable to meet the deadlines, economic growth could be negatively impacted. It is a priority of the FMO to provide developers with a positive experience while working with the City of Rowlett. Obtaining assistance from a plans review firm will make that experience possible.

Council has approved a code amendment that allows us to partner with a third party firm. In Chapter 1 section 104.7.2 of the International Fire Code, the Fire Marshal is authorized to delegate plan reviews to a third-party firm. The firm will provide, without charge to the jurisdiction, a technical opinion and report. The opinion and report shall be prepared by a qualified engineer or specialty organization and shall analyze the fire safety properties of plans.

There are three primary benefits to outsourcing plan review services:

- Use of a third-party review service would allow the Fire Marshal to manage workload fluctuations and maintain productivity. The Fire Marshal currently balances responsibilities of public education, annual fire inspections, and new building construction inspections as well as plans review for new structures and development.
- The third-party review service will be paid on an as-needed basis, which will prevent the need of a Fire Protection Engineer for the FMO.
- Traditions Fire Consulting has extensive knowledge and experience in assisting municipal building inspections and fire departments. The firm has been praised for their responsiveness and overall high level of professionalism.

## **FINANCIAL/BUDGET IMPLICATIONS**

Developers and fire protection contractors typically include plan review and permit fees in the initial bid for the projects. Similar to the contract with Bureau Veritas for Building Inspections, the fee for this service will be paid by the developer and, therefore, will not have a net impact to the City. These services are allowed by Chapter 1 Section 104.7.2 of the amended International Fire Code. The contract with Traditions, will assist the Fire Marshall's Office in safeguarding the health, safety, and welfare of all those who live, visit, or work in the City of Rowlett.

## **RECOMMENDED ACTION**

Provide direction to staff to bring a contract with Traditions Fire Consulting, LLC to Council for formal approval.

## **ATTACHMENTS**

Attachment 1 – List of Municipalities with whom the company works

Attachment 2 – Traditions Fire Fee Schedule

Attachment 3 – Rowlett Fire Fee Schedule

## TRADITIONS FIRE

We are a licensed Fire Protection Engineering Firm in Texas and Oklahoma. We are also a State certified HUB and WBE. One of the complaints I've heard from contractors is that the plan review process for third party reviewers takes too long and that they "nickle and dime" you for everything. We do not charge re-submittal fees so the contractors know all of the costs up front. In addition, the contractors have direct contact with me, and my wife or I personally perform all of the plan reviews. The average turnaround time is 5 business days. Many of the cities we perform reviews for allow PDF submittals which expedite the review process. We provide free project related code consulting for the municipalities that use us for third party plan review. Below is a list of municipalities that currently utilize our services:

- Azle
- Balch Springs
- Burleson
- Cedar Hill
- Celina
- DeSoto
- Denison
- Mansfield
- McKinney
- Mineral Wells
- Paris
- Prosper
- Rowlett (tentative start 10/14)
- San Antonio
- Sherman
- Trophy Club
- Weatherford

Best regards,

Nick Kalina, CFPS  
President  
[www.traditionsfire.com](http://www.traditionsfire.com)

## SCHEDULE "B"

**Traditions Fire Consulting LLC Pricing – Municipal Reviews****Plan Review Services**

- All plan review fees are for the entire review. No re-submittal fees.
- Traditions Fire Consulting will stamp the reviewed plans.
- Plan review comments will be e-mailed or faxed to the client.
- Plan review turnaround time of 5-10 business days for standard reviews.
- Free telephone consulting regarding the plans/project submitted.
- Overnight shipping is available for an additional fee.
- Rush plan review service is available in 2-3 business days for standard projects. Rush plan review fees are project specific with a minimum fee of 125% the original plan review fee.

**Fire Sprinkler Systems (NFPA 13 and 13R)**

***\*\*\*Fire Pump and Standpipe Fees Not Included. See Below.\*\*\****

<b>Number of Sprinkler Heads</b>	<b>Price</b>
1 to 20	\$150.00
21 to 100	\$250.00
101 to 200	\$400.00
201 to 300	\$550.00
301 to 500	\$700.00
Over 500	\$700.00 plus \$0.50 for each sprinkler head over 500

**Residential Fire Sprinkler Systems (13D)**

<b>Number of Sprinkler Heads</b>	<b>Price</b>
1 to 25	\$100.00
26 to 50	\$200.00
51 to 100	\$250.00
Over 100	\$250.00 plus \$0.50 for each sprinkler head over 100

**Fire Service Underground Mains, Standpipe(s) and Fire Pumps**

<b>Type of System</b>	<b>Price</b>
Fire Service Underground Main	\$150.00
Standpipe	\$150.00
Fire Pump	\$100.00

**Fire Alarm and Detection Systems**

<b><u>Number of Devices</u></b>	<b><u>Price</u></b>
1 to 25	\$150.00
26 to 50	\$250.00
51 to 75	\$350.00
76 to 100	\$450.00
Over 100	\$450.00 plus \$2.00 per device over 100

**Commercial Kitchen Hood Fire Suppression Systems**

<b><u>Number of Flow Points</u></b>	<b><u>Price</u></b>
1 to 25	\$150.00
26 to 50	\$250.00
Over 50	\$250.00 plus \$5.00 for each additional flow point over 50

**Gaseous Suppression/Dry Chemical Systems**

<b><u>Pounds of Agent</u></b>	<b><u>Price</u></b>
1 to 100	\$200.00
101 to 300	\$250.00
301 to 500	\$300.00
501 to 750	\$350.00
751 to 1,000	\$400.00
Over 1,001	\$400.00 plus \$0.10 per pound over 1,000

**International Fire Code/NFPA 101 Plan Review**

<b><u>Building Area (square feet)</u></b>	<b><u>Price</u></b>
Up to 25,000	\$300.00
25,001 to 50,000	\$450.00
50,001 to 75,000	\$600.00
75,001 to 100,000	\$750.00
Over 100,000	\$900.00 plus \$100.00 for every additional 50,000 square feet

**FIRE PREVENTION AND PROTECTION**

Applicable Code, Ordinance or Resolution	Description	Amount	Renewal
	Annual Business Fire Prevention and Inspection Fees:		No Charge
RES-144-07	Initial inspection		\$50.00
RES-144-07	Reinspection		\$50.00
	<i>Permits (per the International Fire Code, 2006 edition) adopted in Ordinance No. ORD-042-08:</i>		
RES-110-09	Aerosol Products	\$100.00	\$50.00
RES-144-07	Aircraft refueling vehicles	\$100.00	\$50.00
RES-144-07	Aircraft repair hangar	\$100.00	\$50.00
RES-110-09	Amusement Buildings	\$100.00	\$50.00
RES-110-09	Battery Systems	\$100.00	\$50.00
RES-144-07	Bowling pin or alley refinishing	\$100.00	\$50.00
RES-144-07	Candles and open flames in assembly areas	\$100.00	\$50.00
RES-144-07	Cellulose nitrate film	\$100.00	\$50.00
RES-144-07	Cellulose nitrate storage	\$100.00	\$50.00
RES-144-07	Cellulose fiber storage	\$100.00	\$50.00
RES-110-09	Combustible dust-producing operations	\$100.00	\$50.00
RES-144-07	Combustible fiber storage	\$100.00	\$50.00
RES-144-07	Combustible material storage	\$100.00	\$50.00
RES-144-07	Compressed gases	\$100.00	\$50.00
RES-110-09	Covered mall buildings	\$100.00	\$50.00
RES-110-09	Cryogenic fluids	\$100.00	\$50.00
RES-110-09	Cutting and welding	\$100.00	\$50.00
RES-144-07	Dry cleaning plants	\$100.00	\$50.00
RES-144-07	Dust-producing operations	\$100.00	\$50.00
RES-110-09	Exhibits and trade shows	\$100.00	\$50.00
RES-144-07	Explosives or blasting agents	\$100.00	\$50.00
RES-144-07	Fireworks	\$100.00	\$50.00
RES-144-07	Fire alarm plans review		\$50.00
RES-110-09	Fire hydrants and valves		\$50.00
RES-110-09	Fire pumps and related equipment	\$100.00	
RES-144-07	Fire sprinkler plans review		\$50.00
RES-144-07	Flammable or combustible liquid pipeline operation and excavation	\$100.00	\$50.00
RES-110-09	Floor finishing	\$100.00	\$50.00
RES-144-07	Fruit ripening	\$100.00	\$50.00
RES-144-07	Fumigation or thermal insecticidal fogging	\$100.00	\$50.00
RES-144-07	Garages for repairing motor vehicles	\$100.00	\$50.00
RES-144-07	Hazardous materials handling	\$100.00	\$50.00
RES-144-07	Hazardous production materials	\$100.00	\$50.00
RES-144-07	Highly toxic pesticides	\$100.00	\$50.00
RES-144-07	High-piled combustible storage	\$100.00	\$50.00
RES-110-09	High-piled storage	\$100.00	\$50.00
RES-110-09	Hot work operations	\$100.00	\$50.00
RES-110-09	Industrial ovens	\$100.00	\$50.00
RES-144-07	Junkyards	\$100.00	\$50.00
RES-144-07	Liquefied petroleum gases handling	\$100.00	\$50.00
RES-144-07	Lumberyards	\$100.00	\$50.00
RES-144-07	Magnesium working	\$100.00	\$50.00
RES-110-09	Miscellaneous combustible storage	\$100.00	\$50.00
RES-144-07	Nitrate film	\$100.00	\$50.00
RES-144-07	Oil and natural gas wells	\$100.00	\$50.00
RES-144-07	Open-flame devices in marinas	\$100.00	\$50.00
RES-110-09	Open flames and candles	\$100.00	\$50.00
RES-110-09	Open flames and torches	\$100.00	\$50.00
RES-144-07	Organic coatings	\$100.00	\$50.00
RES-144-07	Ovens, industrial baking or drying	\$100.00	\$50.00
RES-144-07	Parade floats	\$100.00	\$50.00
RES-144-07	Places of assembly	\$100.00	\$50.00
RES-110-09	Private fire hydrants	\$100.00	\$50.00
RES-110-09	Pyrotechnic special effects material	\$100.00	\$50.00
RES-110-09	Pyroxylin plastics	\$100.00	\$50.00
RES-144-07	Radioactive materials handling	\$100.00	\$50.00
RES-144-07	Refrigeration equipment	\$100.00	\$50.00
RES-110-09	Repair garages and motor fuel-dispensing	\$100.00	\$50.00
RES-110-09	Rooftop heliports	\$100.00	\$50.00
RES-144-07	Special Event Permit	\$100.00	\$50.00
RES-144-07	Spraying or dipping of flammable liquids	\$100.00	\$50.00
RES-110-09	Standpipe systems	\$100.00	\$50.00
RES-110-09	Storage of scrap tires and tire byproducts		\$50.00
RES-144-07	Tank vehicles for transportation of flammable or combustible materials	\$100.00	\$50.00
RES-110-09	Temporary membrane structures, tents and canopies	\$100.00	\$50.00
RES-144-07	Tents, canopies and temporary membrane air-supported structures	\$100.00	\$50.00
RES-110-09	Tire-rebuilding plants	\$100.00	\$50.00
RES-144-07	Tire recapping	\$100.00	\$50.00
RES-144-07	Underground storage tanks	\$100.00	\$50.00
RES-144-07	Vent-a-hood plans review	\$100.00	\$50.00
RES-110-09	Waste handling	\$100.00	\$50.00
RES-144-07	Water material handling plan	\$100.00	\$50.00
RES-110-09	Wood products		\$50.00

**AGENDA DATE:** 10/21/14

**AGENDA ITEM:** 3F

**TITLE**

Discuss irrigation and landscaping improvements on Merritt Road. (15 minutes)

**STAFF REPRESENTATIVE**

Tim Rogers, Director of Public Works  
Robbin Webber, Assistant Director of Public Works

**SUMMARY**

The purpose of this item is to discuss the irrigation and landscape improvements on Merritt Road.

**BACKGROUND INFORMATION**

Originally, the irrigation and landscape improvements were intended to be part of the plan for Merritt Road as pictured below. These improvements were presented at several public meetings as part of the original planning process but were not included in the base bid. The base bid was primarily for the construction of the paving, drainage, water and sewer improvements.



City Council passed a resolution on March 20, 2012, awarding a construction contract to Tri-Con, in the amount of \$12,783,429.63 and approving an eight percent (8%) contingency in the amount of \$1,108,834.37 for a total project budget of \$13,802,264.00. The base bid did not include the irrigation and landscape plan aside from the sodding and the elements of the bioswale (minimal landscaping). Staff intended to bid the project out separately to ensure the appropriate funds were available for the base bid.

## **DISCUSSION**

To ensure that our original expectations are accomplished and the intent of completion of the project as portrayed to the public is achieved, the initial conceptual landscape view is being executed by enhancing the project with this additional landscape plan that will augment the trees, plants, pathways, and monuments etc. already in place, which was, as stated, not part of the base bid.

The original plan only included landscaping enhancements at the intersecting streets, Castle Road and Hickox Road, which was not part of the base bid. To provide for project continuity, staff installed entry features (monuments) and trees at the City limits on the north end of the project and at the NTTA right-of-way (PGBT) on the south end of the project.

The proposed plan includes irrigation and landscaping at the north and south end of the Merritt Road Project. It also provides for a green space including irrigation, landscaping, a passive trail, drinking fountain and bench at Merritt Road Circle. The proposed plan would enhance the entryway to the City and entice the potential for the North Shore development.

Staff has contracted with and tasked Freese & Nichols to provide a drawing and a set of landscaping plans (Attachments 1, 2 and 3) for three locations along Merritt Road to complete the landscaping plan. The attachments illustrate enhancements to the entryways and the open space along Merritt Road that meet the intent of the expectations of the original concept plans and renderings.

The landscaping portion of the Merritt Road project wasn't eligible for funding through a North Central Texas Council of Governments (NCTCOG) grant or for reimbursement from Dallas County; therefore the landscape has to be funded by the City. The remaining funds in the project will cover the cost of the landscaping. The funds necessary to implement the irrigation and landscape plan and to complete the Merritt Road Project is \$92,828, and is available within Merritt Road Interconnector Project Phase I & II, Project # (ST2074) – Account # 398-8201-521-80-02.

## **FINANCIAL/BUDGET IMPLICATIONS**

The funds necessary to implement the irrigation and landscape plan as proposed is \$92,828. The remaining bond funds (\$936,782) are available within the Merritt Road Interconnector Project Phase I & II, Project # (ST2074) – Account # 398-8201-521-80-02 to complete the proposed irrigation and landscape plan.

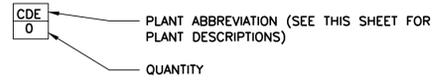
## **RECOMMENDED ACTION**

Provide consensus for staff to proceed with the landscaping improvements as presented.

## **ATTACHMENTS**

- Attachment 1 – Landscape Architecture Planting Area 1
- Attachment 2 – Landscape Architecture Planting Area 2
- Attachment 3 – Landscape Architecture Planting Area 3

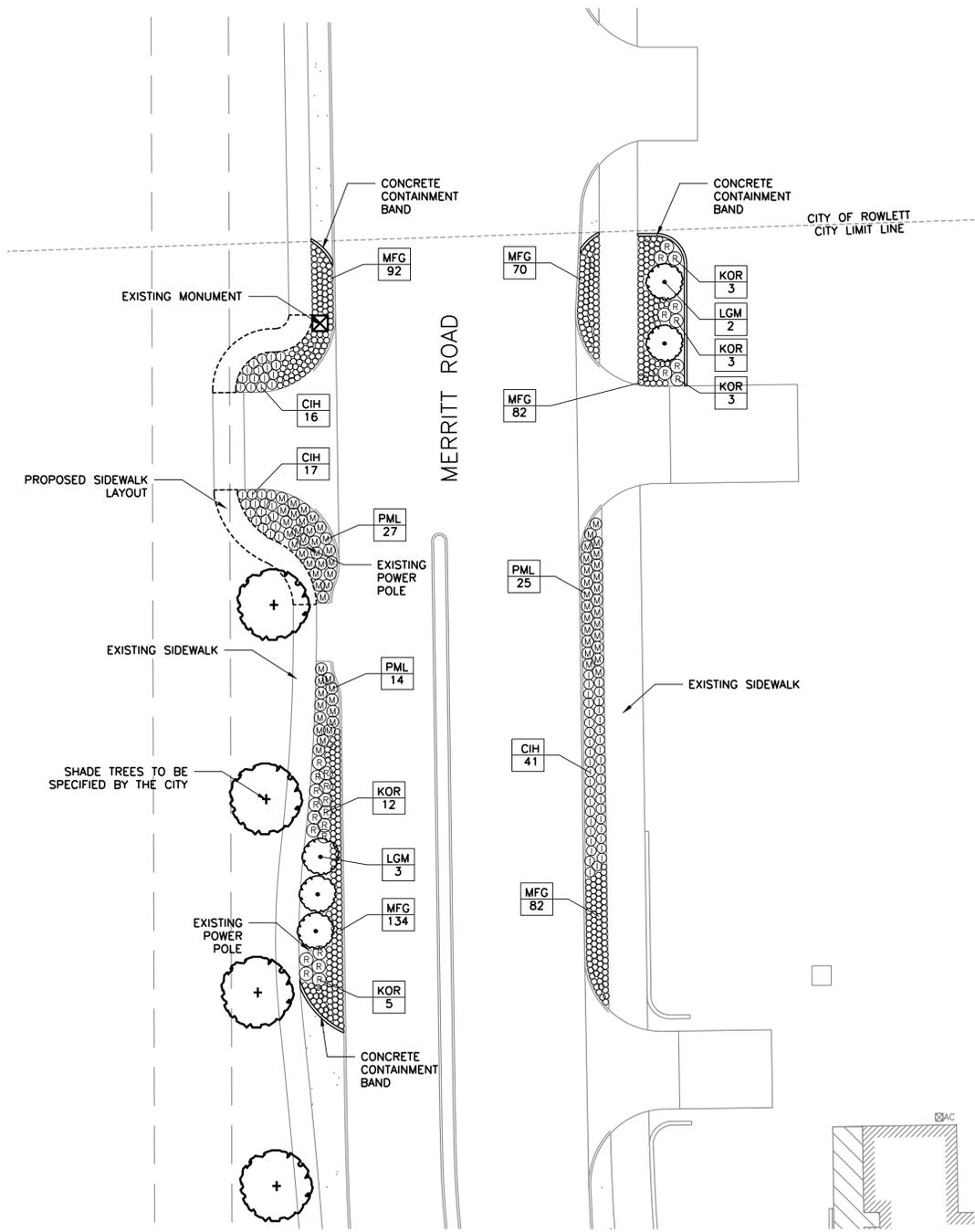
**LEGEND:**



**NOTE:**

1. ALL PLANTING BEDS TO RECEIVE 3" OF LAYER OF SHREDDED HARDWOOD MULCH.

PLANT LIST						
PLANT ABBREV.	QUANTITY	SIZE	COMMON NAME	BOTANICAL NAME	CONDITION	COMMENTS
SMALL SHADE / ORNAMENTAL TREES						
LGM	5	8' HEIGHT 4' SPREAD	LITTLE GEM MAGNOLIA	MAGNOLIA GRANDIFLORA 'LITTLE GEM'	CONTAINER	FULL DENSE CANOPY; MATCH SELECTIONS FOR UNIFORM HEIGHT AND SPREAD
SHRUBS / ORNAMENTAL GRASSES						
CIH	74	3 GAL.	CLARA INDIAN HAWTHORN	RHAPHIOLEPIS INDICA 'CLARA'	CONTAINER	30" O.C.; SPACING AS SHOWN
KOR	26	3 GAL.	KNOCKOUT ROSE	ROSA 'KNOCKOUT'	CONTAINER	42" O.C.; SPACING AS SHOWN
MFG	460	3 GAL.	MEXICAN FEATHER GRASS	STIPA TENUISSIMA	CONTAINER	18" O.C.; SPACING AS SHOWN
PML	66	3 GAL.	PINK MUHLY	MUHLENBERGIA CAPILLARIS 'LENCA'	CONTAINER	36" O.C.; SPACING AS SHOWN



Freese and Nichols, Inc.  
Texas Registered Engineering Firm F-2144

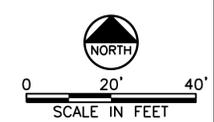
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**FREES & NICHOLS**  
2711 North Hogbell Ave., Suite 3300  
Dallas, Texas 75204  
Phone (214) 217-2200  
Fax (214) 217-2201  
Web - www.freese.com

CITY OF ROWLETT  
**MERRITT ROAD PAVING IMPROVEMENTS**  
LANDSCAPE ARCHITECTURE  
**PLANTING PLAN - AREA 1**

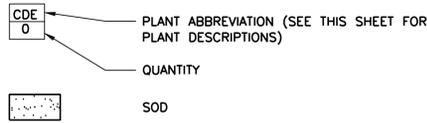
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2	DRAWN	RSP	RSP	
3	REVISED	RCM	RSP	
4	CHECKED	RSP	RSP	

SHEET  
**LP-1**  
SEQ.  
1 OF 4



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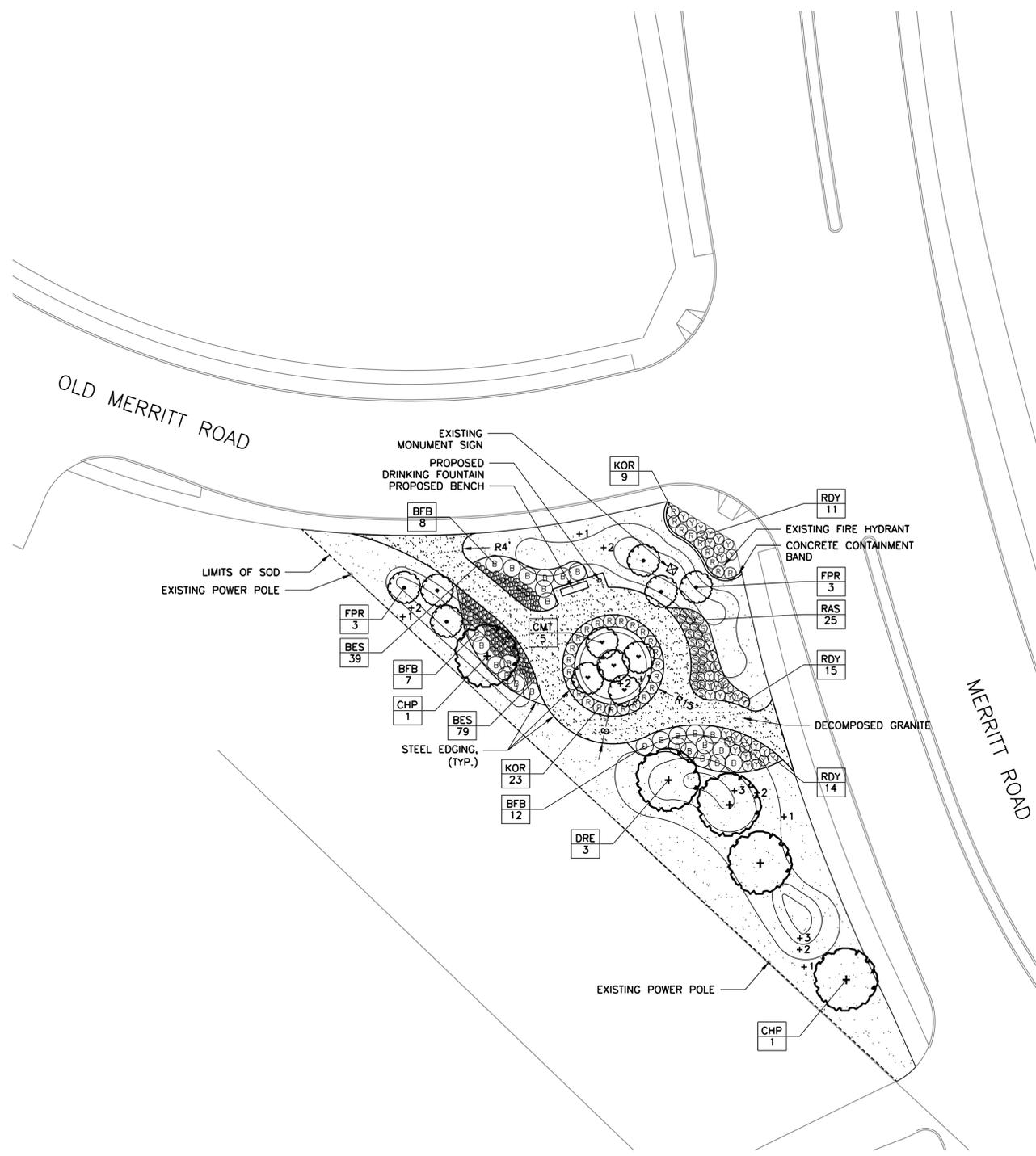
LEGEND:



NOTE:

1. ALL PLANTING BEDS TO RECEIVE 3" OF LAYER OF SHREDDED HARDWOOD MULCH.

PLANT LIST						
PLANT ABBREV.	QUANTITY	SIZE	COMMON NAME	BOTANICAL NAME	CONDITION	COMMENTS
<b>LARGE SHADE TREES</b>						
CHP	2	3" CALIPER 10' HEIGHT 6' SPREAD	CHINESE PISTACHIO	PISTACIA CHINENSIS	CONTAINER	FULL DENSE CANOPY; MATCH SELECTIONS FOR UNIFORM HEIGHT AND SPREAD
DRE	3	3" CALIPER 10' HEIGHT 6' SPREAD	DRAKE ELM	ULMUS PARVIFOLIA 'DRAKE'	CONTAINER	FULL DENSE CANOPY; MATCH SELECTIONS FOR UNIFORM HEIGHT AND SPREAD
<b>SMALL SHADE / ORNAMENTAL TREES</b>						
FPR	6	2" CALIPER 8' HEIGHT 4' SPREAD	FOREST PANSY REDBUD	CERCIS CANADENSIS 'FOREST PANSY'	CONTAINER	FULL DENSE CANOPY; MATCH SELECTIONS FOR UNIFORM HEIGHT AND SPREAD
CMT	5	8' HEIGHT 4' SPREAD	TUSCARORA CRAPE MYRTLE	LAGERSTROEMIA INDICA X FAUREI 'TUSCARORA'	CONTAINER	FOUR TO FIVE TRUNKS; FULL DENSE CANOPY; MATCH SELECTIONS FOR UNIFORM HEIGHT AND SPREAD
<b>SHRUBS / ORNAMENTAL GRASSES</b>						
BFB	27	5 GAL.	BUTTERFLY BUSH	BUDDLEIA DAVIDII	CONTAINER	60" O.C.; SPACING AS SHOWN
KOR	32	3 GAL.	KNOCKOUT ROSE	ROSA 'KNOCKOUT'	CONTAINER	42" O.C.; SPACING AS SHOWN
RAS	25	3 GAL.	RED AUTUMN SAGE	SALVIA GREGGII 'FURMAN'S RED'	CONTAINER	30" O.C.; SPACING AS SHOWN
RDY	40	5 GAL.	RED YUCCA	HESPERALOE PARVIFLORA	CONTAINER	36" O.C.; SPACING AS SHOWN
BES	118	3 GAL.	BLACK EYED SUSAN	RUDBECKIA FULGIDA 'GOLDSTURM'	CONTAINER	18" O.C.; SPACING AS SHOWN
<b>TURF</b>						
SOD	6200	SF	TIF 419 BERMUDA	CYNODON DACTYLON 'TIF 419'	-	SOLID SOD (SEE SPECIFICATIONS)



Freese and Nichols, Inc. Texas Registered Engineering Firm F-2144

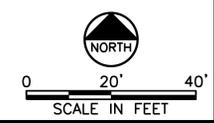
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**FRESE & NICHOLS**  
 LANDSCAPE ARCHITECTURE  
 2711 North Hogwell Ave., Suite 3300  
 Dallas, Texas 75204  
 Phone (214) 217-2200  
 Fax (214) 217-2201  
 Web - www.freese.com

CITY OF ROWLETT  
**MERRITT ROAD PAVING IMPROVEMENTS**  
 LANDSCAPE ARCHITECTURE  
**PLANTING PLAN - AREA 2**

NO. ISSUE	DATE	BY	FILE NAME
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DATE	JULY 2014		
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CHECKED	RSP		

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**City of Rowlett**  
**Staff Report**

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75080-0099  
www.rowlett.com

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**AGENDA DATE:** 10/21/14

**AGENDA ITEM:** 5A

**TITLE**

Presentation of Proclamation to Brett Lee, CEO of Lake Pointe Hospital, for his being named one of *Becker's Hospital Review's* 25 "Rising Stars".

**STAFF REPRESENTATIVE**

Carl Pankratz, Deputy Mayor Pro Tem  
Laura Hallmark, City Secretary

**SUMMARY**

Brett Lee, Chief Executive Officer of Lake Pointe Health Network (LPHN) was named one of *Becker's Hospital Review's* 25 "Rising Stars" under age 40 in the healthcare profession. The list is published annually by the magazine, one of the industry's leading sources for hospital business news and analysis, and is compiled using peer nominations and editorial research.

Serving as LPHN's CEO since November 2012, Lee is responsible for the oversight of strategic, operational and clinical activities for the 13 outpatient centers and the 112-bed hospital within the network, which is owned and operated by Tenet Healthcare Corporation of Dallas.

Prior to joining LPHN, Lee served as senior vice president and chief operating officer at Children's Healthcare of Atlanta. Additionally, he has held executive positions at Riley Hospital for Children at Indiana University Health and Children's Medical Center Dallas. Lee is also a former recipient of the Robert S. Hudgens Award for National Young Healthcare Executive of the Year, which he received in 2011 from The American College of Healthcare Executives, and was named as an "Up and Comer" in the healthcare industry by *Modern Healthcare* in 2013.

He is a graduate of the University of Oklahoma Health Sciences Center and also holds graduate degrees from the Johns Hopkins School of Public Health, The University of Pennsylvania and a doctorate from the Massachusetts General Hospital Institute of Health Sciences.

**ATTACHMENT**

Proclamation

## **BRETT LEE**

**WHEREAS**, Brett Lee, Chief Executive Officer of Lake Pointe Health Network (LPHN) was named one of *Becker's Hospital Review's* 25 "Rising Stars" under age 40 in the healthcare profession; and

**WHEREAS**, the list is published annually by the magazine, one of the industry's leading sources for hospital business news and analysis, and is compiled using peer nominations and editorial research; and

**WHEREAS**, Brett has the distinct honor of being named to this list for three years in a row; and

**WHEREAS**, Brett has also received the Robert S. Hudgens Award for National Young Healthcare Executive of the Year, which he received in 2011 from The American College of Healthcare Executives, and was named as an "Up and Comer" in the healthcare industry by *Modern Healthcare* in 2013.

**NOW, THEREFORE**, I, Todd W. Gottel, Mayor of the City of Rowlett, Texas, and on behalf of the City Council, do hereby extend our congratulations to Brett Lee for this recognition and appreciate his dedication to Lake Pointe Hospital and for being a good corporate partner with the City of Rowlett. This "Rising Star" is definitely On the Move.



City of Rowlett  
Staff Report

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75080-0099  
www.rowlett.com

**AGENDA DATE:** 10/21/14

**AGENDA ITEM:** 5B

**TITLE**

Proclamations recognizing the 2014 winners of the Rowlett Arts and Humanities Commission's Photography Contest.

**STAFF REPRESENTATIVE**

Kathy Freiheit, Director of Library Services

**BACKGROUND INFORMATION**

To encourage participation in the artistic life of the Rowlett community, the Arts and Humanities Commission sponsors an annual photography contest. Open to residents of the Lake Ray Hubbard area, the contest theme changes each year. Entries must have been photographed within one year of the contest deadline. Entries are judged by a professional photographer, with prizes awarded in each of three categories (people, places and things), in addition to best of show. Ms. Mary Drayer, Chair of the Arts and Humanities Commission, will assist in presenting the awards for Best of Show and First Place winner in each category.

**DISCUSSION**

The theme for this year's contest was "Rowlett Up Close." The Commission received 27 entries, all of which were on display at the Rowlett Public Library from September 6 through October 4, 2014.

Cindy Serine, a professional photographer from Dallas, served as judge for this year's contest. Ms. Serine studied photography at the Art Institute of Pittsburg and has 17 years' experience in shooting for local and national fashion magazines. She currently specializes in family, wedding and corporate photography.

Winner of the Best of Show award receives a \$150 prize. First Place award winners in each of the three categories receive a \$75 prize.

Winners of the 2014 Rowlett Arts & Humanities Commission Photography contest are:

<i>First Place, People Category:</i>	Sue Ann Bruce
<i>First Place, Places Category:</i>	Michael Ficarra
<i>First Place, Things Category:</i>	Lorraine Ficarra
<i>Best of Show:</i>	Greg Wilkins

**FINANCIAL/BUDGET IMPLICATIONS**

Funding will come from account code 106-6059-480-79-30, which has a FY2014 balance of \$426.51. The account will have a balance of \$51.51 after payment of \$375 in awards as noted above.

## **ATTACHMENTS**

Proclamations

**SUE ANN BRUCE**  
**2014 CITY OF ROWLETT**  
**ARTS AND HUMANITIES COMMISSION PHOTOGRAPHY CONTEST**  
**FIRST PLACE – PEOPLE CATEGORY**

**WHEREAS**, the City of Rowlett and the Rowlett Arts and Humanities Commission sponsored a photography contest; and

**WHEREAS**, the theme for the 2014 contest was, “Rowlett Up Close” and the categories for the photography contest included People, Places and Things; and

**WHEREAS**, the contest was open to everyone in the Lake Ray Hubbard area; and

**WHEREAS**, with 27 entries received, the 2014 First Place award in the People Category is presented to Sue Ann Bruce.

**NOW, THEREFORE**, be it resolved that I, Todd Gottel, Mayor of the City of Rowlett, Texas, and on behalf of the City Council do hereby give special recognition to

**SUE ANN BRUCE**

in the City of Rowlett, Texas and encourage all citizens of this community to join me with sincere congratulations to Sue Ann Bruce in attaining this artistic achievement.

**MICHAEL FICARRA**  
**2014 CITY OF ROWLETT**  
**ARTS AND HUMANITIES COMMISSION PHOTOGRAPHY CONTEST**  
**FIRST PLACE – PLACES CATEGORY**

**WHEREAS**, the City of Rowlett and the Rowlett Arts and Humanities Commission sponsored a photography contest; and

**WHEREAS**, the theme for the 2014 contest was, “Rowlett Up Close” and the categories for the photography contest included People, Places and Things; and

**WHEREAS**, the contest was open to everyone in the Lake Ray Hubbard area; and

**WHEREAS**, with 27 entries received, the 2014 First Place award in the Places Category is presented to Michael Ficarra.

**NOW, THEREFORE**, be it resolved that I, Todd Gottel, Mayor of the City of Rowlett, Texas, and on behalf of the City Council do hereby give special recognition to

**MICHAEL FICARRA**

in the City of Rowlett, Texas and encourage all citizens of this community to join me with sincere congratulations to Michael Ficarra in attaining this artistic achievement.

**LORRAINE FICARRA**  
**2014 CITY OF ROWLETT**  
**ARTS AND HUMANITIES COMMISSION PHOTOGRAPHY CONTEST**  
**FIRST PLACE – THINGS CATEGORY**

**WHEREAS**, the City of Rowlett and the Rowlett Arts and Humanities Commission sponsored a photography contest; and

**WHEREAS**, the theme for the 2014 contest was, “Rowlett Up Close” and the categories for the photography contest included People, Places and Things; and

**WHEREAS**, the contest was open to everyone in the Lake Ray Hubbard area; and

**WHEREAS**, with 27 entries received, the 2014 First Place award in the Things Category is presented to Lorraine Ficarra.

**NOW, THEREFORE**, be it resolved that I, Todd Gottel, Mayor of the City of Rowlett, Texas, and on behalf of the City Council do hereby give special recognition to

**LORRAINE FICARRA**

in the City of Rowlett, Texas and encourage all citizens of this community to join me with sincere congratulations to Lorraine Ficarra in attaining this artistic achievement.

**GREG WILKINS**  
**2014 CITY OF ROWLETT**  
**ARTS AND HUMANITIES COMMISSION PHOTOGRAPHY CONTEST**  
**BEST OF SHOW**

**WHEREAS**, the City of Rowlett and the Rowlett Arts and Humanities Commission sponsored a photography contest; and

**WHEREAS**, the theme for the 2014 contest was, "Rowlett Up Close" and the categories for the photography contest included People, Places and Things; and

**WHEREAS**, the contest was open to everyone in the Lake Ray Hubbard area; and

**WHEREAS**, with 27 entries received, the 2014 Best of Show award is presented to Greg Wilkins.

**NOW, THEREFORE**, be it resolved that I, Todd Gottel, Mayor of the City of Rowlett, Texas, and on behalf of the City Council do hereby give special recognition to

**GREG WILKINS**

in the City of Rowlett, Texas and encourage all citizens of this community to join me with sincere congratulations to Greg Wilkins in attaining this artistic achievement.



City of Rowlett  
Staff Report

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75080-0099  
www.rowlett.com

**AGENDA DATE:** 10/21/14

**AGENDA ITEM:** 5C

**TITLE**

Recognition of National Commission for Accreditation of Parks and Recreation Agencies (CAPRA) Accreditation for the Parks and Recreation Department.

**STAFF REPRESENTATIVE**

Jermel Stevenson, Parks and Recreation Director

**BACKGROUND INFORMATION**

The Parks and Recreation Department began work towards accreditation by the CAPRA in January 2012. CAPRA Standards for National Accreditation provide an authoritative assessment tool for park and recreation agencies. Through compliance with these national standards of excellence, CAPRA accreditation assures policy makers, department staff, the general public and tax payers that an accredited park and recreation agency has been independently evaluated against established benchmarks as delivering a high level of quality. There are currently 116 accredited park and recreation agencies in the United States. There are 7 accredited park and recreation departments in the state. These include the cities of **Austin, College Station, Coppell, Frisco, Houston, Pearland and Plano.**

With the importance of park and recreation programs and services to the quality of life, the department realizes its essential role in the lives of the people it serves. CAPRA accreditation is a quality assurance and quality improvement process demonstrating an agency's commitment to its employees, volunteers, patrons and community.

Accreditation is based on an agency's compliance with the 144 standards for national accreditation. To achieve accreditation, an agency must comply with all 36 Fundamental Standards, and at least 85 percent of the remaining 108 standards.

The Commission is administratively sponsored by the National Recreation and Park Association, but acts with independence and under its own authority in determining accreditation standards and conferring accreditation of applicant agencies.

**The steps involved in the accreditation process are as follows:**

*1. Preliminary Application*

The Department submits the preliminary application and \$100 fee. This indicates the Parks and Recreation Department's intent to go forward with the accreditation process.

*2. Formal Accreditation Application and Self-Assessment*

The Department undertakes a self-assessment study. This is the key phase because it engages the entire agency (employees, volunteers, citizen boards, and committees) in assessing the agency's effectiveness and efficiency. The agency has 24 months from the date of the preliminary application to submit their completed self-assessment workbook. At the time of self-assessment submission, the Department is responsible for the formal application fee.

### *3. Visitation/On Site Evaluation*

A peer review is performed by a Commission-approved visitation team to validate the degree to which the Parks and Recreation Department meets each applicable standard. The team prepares a report based on the findings of their on-site review. The agency is responsible for paying travel and related expenses for the team members.

### *4. Accreditation*

Based upon the total review process, the Commission makes the decision to (1) accredit, (2) accredit with conditions, (3) defer decision, or (4) deny accreditation. Once accreditation is granted, an agency must repeat a similar process every five years in order to maintain its accreditation.

### *5. Annual Report*

Once accredited, the department is required to submit annual reports during interim years between accreditation reviews. The annual report identifies any significant changes within the agency relating to the accreditation standards. The department is responsible for submitting the annual report.

## **DISCUSSION**

On October 13, 2014, at the Annual National Recreation and Parks Society Congress, the City of Rowlett Parks and Recreation Department was officially recognized as a Nationally Accredited Agency. Agencies cite many reasons for seeking external recognition of their operations, programs and services. The following list outlines some of the most common reasons.

### **Benefits for the public:**

- Assurance and validation of well-administered services in accordance with approved professional practices
- Potential for external financial support and savings to the public
- External recognition of a quality governmental service
- Holds an agency accountable to the public and ensures responsiveness to meet their needs
- Improves customer and quality services

### **Benefits for the agency:**

- Public and political recognition
- Increased efficiency and evidence of accountability
- Answers the question, "How are we doing?" through extensive self-evaluation
- Identifies areas for improvement by comparing an agency against national standards of best practice

- Enhances staff teamwork and pride by engaging all staff in the process
- Creates an environment for regular review of operations, policies and procedures, and promotes continual improvement
- Forces written documentation of policies and procedures

Although the process was never about the final Accreditation, seeing the project come full circle has been rewarding for the entire department and the associated boards and commissions. The goal all along was about the process of evaluating and improving our current business practices. Final development of a Department Strategic Plan, Parks Maintenance Plan, Marketing Plan, Emergency Action Plan, Parks and Recreation Department Operations Plan and Pricing Policy and Plan are now complete and scheduled for annual review. Going forward, the Department will be required to submit an annual report and will be re-visited for re-accreditation in five years.

#### **FINANCIAL/BUDGET IMPLICATIONS**

The City will have an annual fee of \$240 to maintain accreditation.

#### **RECOMMENDED ACTION**

No action required.



# City of Rowlett

## Staff Report

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75080-0099  
www.rowlett.com

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**AGENDA DATE:** 10/21/14

**AGENDA ITEM:** 5D

### **TITLE**

Hear a presentation on the City of Rowlett receiving the Government Finance Officers Association of America and Canada Certificate of Achievement for Excellence in Financial Reporting.

### **STAFF REPRESENTATIVE**

Alan Guard, Chief Financial Officer

### **SUMMARY**

It is the City of Rowlett Finance Department's mission to ensure taxpayer money is managed effectively by providing accountable, transparent financial leadership that instills public trust and confidence. A significant component of the element of transparency is the completion of the annual audit by an outside public accounting firm and the submittal of the Comprehensive Annual Financial Report (CAFR) to the Government Finance Officers Association of America and Canada (GFOA) for consideration of its highest award, the Certificate of Achievement for Excellence in Financial Reporting. The City received notification on August 14, 2014, that it had received the award for the tenth consecutive year.

### **BACKGROUND INFORMATION**

The GFOA established the Certificate of Achievement for Excellence in Financial Reporting Program (CAFR Program) in 1945 to encourage and assist state and local governments to go beyond the minimum requirements of generally accepted accounting principles to prepare comprehensive annual financial reports that evidence the spirit of transparency and full disclosure and then to recognize individual governments that succeed in achieving that goal.

Reports submitted to the CAFR program are reviewed by selected members of the GFOA professional staff and the GFOA Special Review Committee (SRC), which comprises individuals with expertise in public-sector financial reporting and includes financial statement preparers, independent auditors, academics, and other finance professionals.

### **DISCUSSION**

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City of Rowlett for its Comprehensive Annual Financial Report (CAFR) for the fiscal year ended September 30, 2013. The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management. The Accounting Division, led by Wendy Badgett, Assistant Finance Director, is responsible throughout the year for ensuring compliance with the CAFR Program criteria. In order to be awarded a Certificate of Achievement, the City had to publish an

easily readable and efficiently organized CAFR that satisfied both generally accepted accounting principles and applicable legal requirements. A Certificate of Achievement is valid for a period of one year only. The City will submit its current year end September 30, 2014, CAFR to GFOA in February 2015, and believes it will continue to meet the Certificate of Achievement Program's requirements and award status.

#### **FISCAL IMPACT**

N/A

#### **ATTACHMENTS**

Attachment 1 – Notification Letter and Criteria

Attachment 2 – Award of Financial Reporting Achievement



Government Finance Officers Association  
203 N. LaSalle Street - Suite 2700  
Chicago, IL 60601

Phone (312) 977-9700 Fax (312) 977-4806

August 14, 2014

Alan Guard  
Director of Financial Services  
City of Rowlett  
4004 Main Street  
Rowlett TX 75088

Dear Mr. Guard:

We are pleased to notify you that your comprehensive annual financial report (CAFR) for the fiscal year ended September 30, 2013, qualifies for a Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

Each entity submitting a report to the Certificate of Achievement review process is provided with a "Summary of Grading" form and a confidential list of comments and suggestions for possible improvements in its financial reporting techniques. Your list has been enclosed. You are strongly encouraged to implement the recommended improvements into the next report and submit it to the program. If it is unclear what must be done to implement a comment or if there appears to be a discrepancy between the comment and the information in the CAFR, please contact the Technical Services Center (312) 977-9700 and ask to speak with a Certificate of Achievement Program in-house reviewer.

Certificate of Achievement program policy requires that written responses to the comments and suggestions for improvement accompany the next fiscal year's submission. Your written responses should provide detail about how you choose to address each item that is contained within this report. These responses will be provided to those Special Review Committee members participating in the review.

When a Certificate of Achievement is awarded to a government, an Award of Financial Reporting Achievement (AFRA) is also presented to the individual(s) or department designated by the government as primarily responsible for its having earned the Certificate. Enclosed is an AFRA for:

**Department of Financial Services, City of Rowlett**

Continuing participants will find a certificate and brass medallion enclosed with these results. First-time recipients will find a certificate enclosed with these results followed by a plaque in about 10 weeks. We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and that appropriate publicity will be given to this notable achievement. A sample news release has been enclosed. We suggest that you provide copies of it to local newspapers, radio stations and television stations. In addition, details of recent recipients of the Certificate of Achievement and other information about Certificate Program results are available in the "Awards Program" area of our website, [www.gfoa.org](http://www.gfoa.org).

A current holder of a Certificate of Achievement may include a reproduction of the award in its immediately subsequent CAFR. A camera ready copy of your Certificate is enclosed for that purpose. If you reproduce your Certificate in your next report, please refer to the enclosed instructions. A Certificate of Achievement is valid for a period of one year. To continue to participate in the Certificate of Achievement Program it will be necessary for you to submit your next CAFR to our review process.

In order to expedite your submission we have enclosed a Certificate of Achievement Program application form to facilitate a timely submission of your next report. This form should be completed and sent (postmarked) with three copies of your report, three copies of your application, three copies of your written responses to the program's comments and suggestions for improvement from the prior year, and any other pertinent material with the appropriate fee by March 31, 2015.

Your continued interest in and support of the Certificate of Achievement Program is most appreciated. If we may be of any further assistance, please contact Delores Smith ([dsmith@gfoa.org](mailto:dsmith@gfoa.org) or (312) 578-5454).

Sincerely,  
Government Finance Officers Association

A handwritten signature in cursive script that reads "Stephen J. Gauthier". The signature is written in black ink and is positioned above the typed name and title.

Stephen J. Gauthier, Director  
Technical Services Center

SJG/ds



Government Finance Officers Association

**Certificate of  
Achievement  
for Excellence  
in Financial  
Reporting**

Presented to

**City of Rowlett  
Texas**

For its Comprehensive Annual  
Financial Report  
for the Fiscal Year Ended

**September 30, 2013**

A handwritten signature in black ink, reading "Jeffrey R. Egan". The signature is written in a cursive, flowing style.

Executive Director/CEO



# City of Rowlett

## Staff Report

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75080-0099  
www.rowlett.com

**AGENDA DATE:** 10/21/14

**AGENDA ITEM:** 5E

### TITLE

Hear presentation of the Monthly Financial report for the period ending August 31, 2014.

### STAFF REPRESENTATIVE

Alan Guard, Chief Financial Officer

### SUMMARY

Attached is the Comprehensive Monthly Financial Report for August 2014, in accordance with the City Council's financial strategy to provide timely and accurate reporting. The fiscal year for the City of Rowlett is October 1 through September 30. The contents of this report reflect eleven months of FY2014, or 91.7 percent of the fiscal year to be complete.

### BACKGROUND INFORMATION

The City of Rowlett Department of Financial Services is dedicated to excellence in local government, comprehensive fiscal management, compliance and reporting. The Comprehensive Monthly Finance Report (CMFR) is a unique document that is prepared each month and is directed at providing our audience (internal and external users), with important information about the City's financial position and operations.

### DISCUSSION

Attached is the Comprehensive Monthly Financial report for August 2014, which is eleven months, or 91.7 percent of the fiscal year.

**Revenues:** Overall, the City has earned or received \$74.2 million for FY2014. This amount is 92.9 percent of the approved operating budget of \$80.3 million and is 0.6 percent less than forecast through the month of August.

- General Fund revenues are \$0.4 million or 1.2 percent higher than expected.
- Utility Fund revenues are \$0.6 million or 2.4 percent lower than expected.

**Expenditures:** Expenses totaled \$75.6 million year-to-date for FY2014. This amount is 91.4 percent of the approved operating budget of \$81.3 million and is 1.8 percent lower than forecast through the month of August.

- General Fund expenditures are \$1.5 million or 4.7 percent lower than expected.
- Utility Fund expenditures are \$0.3 million or 1.2 percent lower than expected.

**Surplus:** The net surplus from operations through August is \$0.3 million, which is \$1.8 million better than expected at this point in the year. The adopted operating budget for the fiscal year anticipates a total decrease of \$0.9 million.

**FINANCIAL/BUDGET IMPLICATIONS**

N/A

**RECOMMENDED ACTION**

Information only. The Comprehensive Monthly Financial Report – August 31, 2014 is attached to this agenda item as Attachment 1.

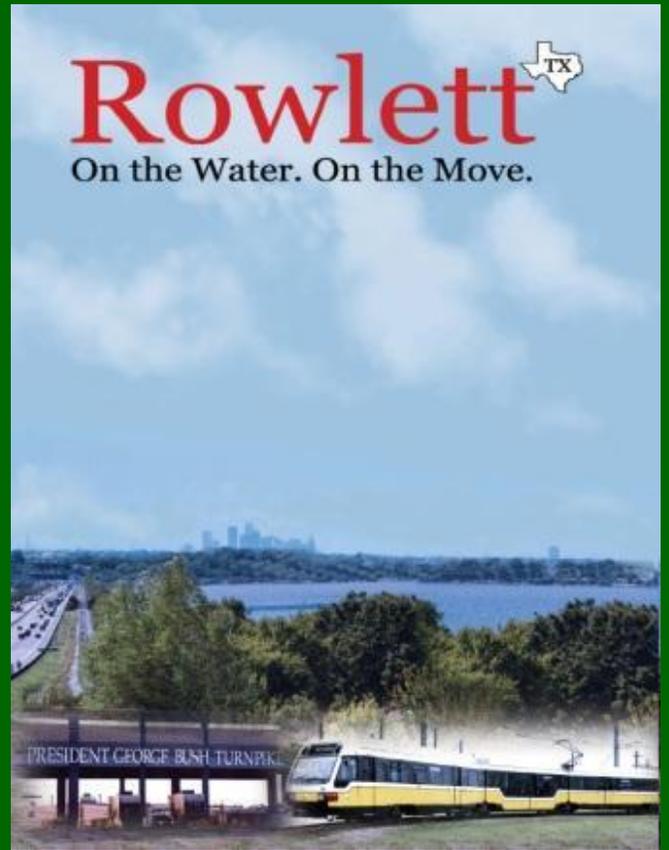
**ATTACHMENT**

Attachment 1 – Comprehensive Monthly Financial Report – August 31, 2014



**Comprehensive  
Monthly  
Financial Report**

**August 2014**





# MONTHLY FINANCIAL REPORT

## PERFORMANCE AT A GLANCE

## AUGUST 2014

	YEAR TO DATE	REFERENCE
ALL FUNDS SUMMARY	POSITIVE	Page 4
GENERAL FUND REV VS EXP	POSITIVE	Page 5
PROPERTY TAXES	POSITIVE	Page 5
SALES TAXES	POSITIVE	Page 6
FRANCHISE FEES	POSITIVE	Page 6
UTILITY FUND REV VS EXP	WARNING	Page 7
SEWER REVENUES	WARNING	Page 7
WATER REVENUES	WARNING	Page 8
WATER USAGE	WARNING	Page 8
REFUSE FUND REV VS EXP	POSITIVE	Page 9
DRAINAGE FUND REV VS EXP	POSITIVE	Page 9
DEBT SERVICE FUND REV VS EXP	POSITIVE	Page 10
EMPLOYEE BENEFITS REV VS EXP	POSITIVE	Page 10

### PERFORMANCE INDICATORS

**POSITIVE**

= Positive variance or negative variance < 1% compared to seasonal trends.

**WARNING**

= Negative variance of 1-5% compared to seasonal trends

**NEGATIVE**

= Negative variance of >5% compared to seasonal trends.



ECONOMIC INDICATORS	AUGUST 31, 2014 – NEWS FOR YOU
<p data-bbox="337 323 488 352"><b>ECONOMY</b></p> <p data-bbox="188 359 440 388"><b>National GDP:</b> </p> <p data-bbox="188 394 633 674">GDP - the output of goods and services produced by labor and property located in the US – increased at a rate of 4.2% in the 2nd quarter of 2014 after decreasing 2.1% in the 1st quarter of 2014 as reported by the Bureau of Economic Analysis. The increase in real GDP was driven by upturns in exports as well as acceleration in consumer spending.</p> <p data-bbox="188 709 488 739"><b>Texas Retail Sales:</b> </p> <p data-bbox="188 745 633 842">Texas retail sales totaled \$41.3 billion for the month of June, a decrease of \$2.7 billion (6.1%) over June 2013.</p> <p data-bbox="188 877 516 907"><b>Texas Leading Index:</b> </p> <p data-bbox="188 913 633 1157">The Texas Leading Index is a single summary statistic that sheds light on the future of the state's economy. The index is a composite of eight leading indicators—those that tend to change direction before the overall economy. The index increased 0.5% between the months of May and June.</p>	<p data-bbox="656 323 1437 422">Attached is the Comprehensive Monthly Financial report for August 2014. 11 months of FY 2014, or 91.7% of the fiscal year is complete.</p> <p data-bbox="656 457 1437 590"><b>Revenues:</b> Overall, the City has earned or received \$74.2 million for FY 2014. This amount is 92.9% of the approved operating budget of \$80.3 million and is 0.6% less than forecast through the month of August.</p> <ul data-bbox="704 625 1437 758" style="list-style-type: none"> <li>• General Fund revenues are \$0.4 million or 1.2% higher than expected.</li> <li>• Utility Fund revenues are \$0.6 million or 2.4% lower than expected.</li> </ul> <p data-bbox="656 793 1437 926"><b>Expenditures:</b> Expenses totaled \$75.6 million year-to-date for FY 2014. This amount is 91.4% of the approved operating budget of \$81.3 million and is 1.8% lower than forecast through the month of August.</p> <ul data-bbox="704 961 1437 1094" style="list-style-type: none"> <li>• General Fund expenditures are \$1.5 million or 4.7% lower than expected.</li> <li>• Utility Fund expenditures are \$0.3 million or 1.2% lower than expected.</li> </ul> <p data-bbox="656 1129 1437 1262"><b>Surplus:</b> The net surplus from operations through August is \$0.3 million which is \$1.8 million better than expected at this point in the year. The adopted operating budget for the fiscal year anticipates a total decrease of \$0.9 million.</p>
<p data-bbox="285 1163 534 1192"><b>UNEMPLOYMENT</b></p> <p data-bbox="188 1234 565 1264"><b>National Unemployment:</b> </p> <p data-bbox="188 1270 633 1367">The national unemployment rate decreased from 6.2% to 6.1% from July to August.</p> <p data-bbox="188 1402 391 1432"><b>State-Wide:</b> </p> <p data-bbox="188 1438 633 1535">The Texas unemployment rate for July, 2014 was 5.1%, which is 21.5% less than July, 2013 rate of 6.5%.</p> <p data-bbox="188 1570 342 1600"><b>Rowlett:</b> </p> <p data-bbox="188 1606 633 1745">The City of Rowlett unemployment rate for July, 2014 was 5.5%, 12.7% less than the July, 2013 of 6.3%. Note – city unemployment rates are not seasonally adjusted.</p>	<p data-bbox="938 1268 1154 1297"><b>NOTEWORTHY</b></p> <p data-bbox="656 1312 1437 1444"><b>Stage 3 Water Restrictions Notice: NTMWD has TEMPORARILY Eased Stage 3 Water Restrictions to Allow Weekly Landscape Irrigation Sept. 1 – Oct. 31, 2014</b></p> <p data-bbox="656 1451 1437 1780">The TCEQ requires that water providers maintain chlorine residuals in transmission and distribution systems to assure water quality so that the treated water supply is safe for use. During the summer of 2014, NTMWD consumers have reduced their water usage so well that maintaining chlorine residuals has been compounded by the decreased demands. To improve the circulation and increase the water flow within the water systems, allowance of once per week watering with sprinkler or irrigation systems will assist in maintaining the required chlorine residuals.</p>



**CITY OF ROWLETT, TEXAS  
FINANCIAL STATUS DASHBOARD  
August 31, 2014**

**BUDGET SUMMARY OF ALL FUNDS FY2014**

	2014 <u>Budget</u>	2014 <u>Forecast</u>	2014 <u>Year-to-Date</u>	<u>Variance</u>
<b>Beginning Reserves</b>	\$ <b>16,862,505</b>	\$ <b>16,862,505</b>	\$ <b>16,862,505</b>	<b>0.0%</b>
<b>Revenues:</b>				
General	33,813,168	31,490,147	31,853,903	1.2%
Water & sewer	26,331,543	23,479,770	22,927,062	-2.4%
Debt service	8,246,662	8,219,494	8,198,973	-0.2%
Drainage	1,346,939	1,234,708	1,222,011	-1.0%
Refuse	4,835,889	4,432,975	4,652,651	5.0%
Employee health benefits	4,095,123	3,753,863	3,612,422	-3.8%
Impact fees	44,357	21,865	399,491	1727.1%
Police seizure	100,550	92,171	155,475	68.7%
Economic development	316,694	290,303	289,739	-0.2%
Innovations	-	-	1,009	0.0%
Hotel/motel tax	47,752	43,550	54,627	25.4%
P.E.G.	85,042	63,672	69,477	9.1%
Grants	41,838	37,770	142,161	276.4%
Community Development Block Grant	191,254	175,318	159,993	-8.7%
Inspection Fees Fund	169,333	155,222	195,322	25.8%
Juvenile diversion	33,281	30,508	36,568	19.9%
Court technology	26,936	24,691	29,455	19.3%
Court security	20,035	18,365	21,670	18.0%
Golf course	601,728	601,572	601,841	0.0%
<b>Total Revenues</b>	\$ <b>80,348,124</b>	\$ <b>74,165,962</b>	\$ <b>74,623,850</b>	<b>0.6%</b>
<b>Expenses:</b>				
General	35,242,475	31,946,136	30,438,312	-4.7%
Water & sewer	25,703,823	24,293,816	24,012,066	-1.2%
Debt service	8,246,662	8,243,560	8,041,194	-2.5%
Drainage	1,303,580	1,220,640	1,133,360	-7.2%
Refuse	4,728,613	4,338,540	4,580,753	5.6%
Employee health benefits	4,070,097	3,730,922	3,432,777	-8.0%
Impact fees	30,000	27,500	468,340	1603.1%
Police seizure	100,550	92,171	611,087	563.0%
Economic development	355,588	318,900	288,599	-9.5%
Innovations	224,605	205,888	254,063	23.4%
Hotel/motel tax	42,749	42,749	46,537	8.9%
P.E.G.	71,811	63,525	68,733	8.2%
Grants	41,838	37,770	142,161	276.4%
Community Development Block Grant	191,254	175,318	159,993	-8.7%
Inspection Fees Fund	146,144	133,965	78,367	-41.5%
Juvenile diversion	33,210	30,443	26,433	-13.2%
Court technology	128,518	117,808	76,099	-35.4%
Court security	24,102	22,094	29,864	35.2%
Golf course	601,728	586,510	409,166	-30.2%
<b>Total Expenses</b>	\$ <b>81,287,347</b>	\$ <b>75,628,255</b>	\$ <b>74,297,903</b>	<b>-1.8%</b>
<b>Current Year Surplus/(Shortfall)</b>	\$ <b>(939,223)</b>	\$ <b>(1,462,293)</b>	\$ <b>325,947</b>	<b>25.8%</b>
<b>Ending Reserves</b>	\$ <b>15,923,282</b>	\$ <b>15,400,212</b>	\$ <b>17,188,452</b>	<b>11.6%</b>

Positive
Warning
Negative

Positive variance or negative variance <1% compared to forecast  
 Negative variance between 1%-5% compared to forecast  
 Negative variance >5% compared to forecast



**CITY OF ROWLETT, TEXAS  
FINANCIAL STATUS DASHBOARD  
August 31, 2014**

**OVERALL FUND PERFORMANCE**

**GENERAL FUND REVENUES VS EXPENSES FY2014**

Month	2014 Revenue	2014 Expenses	Monthly Variance
Oct	1,600,503	2,235,034	\$ (634,531)
Nov	1,555,810	3,052,790	(1,496,980)
Dec	11,090,742	2,532,120	8,558,622
Jan	5,184,857	2,858,962	2,325,895
Feb	2,670,847	2,488,264	182,583
Mar	2,084,191	2,653,398	(569,207)
Apr	1,173,782	3,439,351	(2,265,569)
May	1,582,059	2,847,836	(1,265,777)
Jun	2,050,941	2,794,600	(743,659)
Jul	1,484,138	2,898,074	(1,413,935)
Aug	1,376,033	2,637,884	(1,261,851)
Sep			-
<b>Total</b>	<b>\$ 31,853,903</b>	<b>\$ 30,438,312</b>	<b>\$ 1,415,591</b>
<b>Cumulative Forecast</b>	<b>\$ 31,490,147</b>	<b>\$ 31,946,136</b>	<b>\$ (455,990)</b>
<b>Actual to Forecast \$</b>	<b>\$ 363,756</b>	<b>\$ (1,507,824)</b>	<b>\$ 1,871,580</b>
<b>Actual to Forecast %</b>	<b>1.2%</b>	<b>-4.7%</b>	



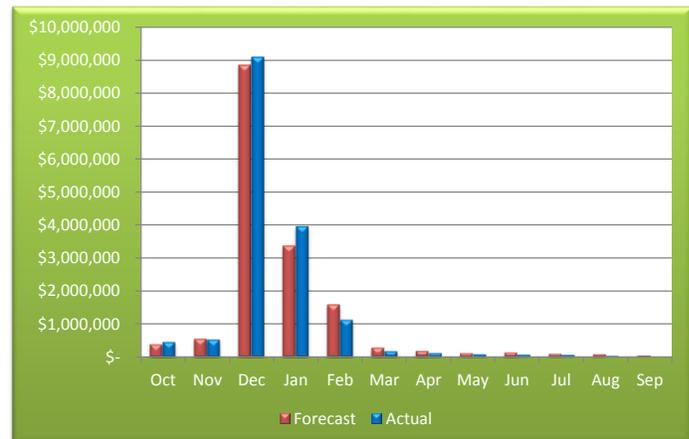
Positive

Cumulatively overall, the General Fund is better than forecasted for this time of the year, with revenues exceeding the forecast by 1.2% and expenses 4.7% lower than forecasted. These differences are primarily due to higher than expected sales tax revenues, vacancy savings and lower than expected supplies expenses.

**REVENUE ANALYSIS**

**PROPERTY TAXES FY2014**

Month	2014 Forecast	2014 Actual	Monthly Variance
Oct	\$ 388,488	\$ 460,233	\$ 71,745
Nov	561,872	531,720	(30,152)
Dec	8,847,877	9,078,518	230,641
Jan	3,403,794	3,978,058	574,264
Feb	1,608,725	1,136,084	(472,641)
Mar	290,844	181,028	(109,816)
Apr	184,755	118,224	(66,531)
May	117,901	86,854	(31,047)
Jun	140,464	72,416	(68,048)
Jul	102,440	66,862	(35,578)
Aug	89,645	35,201	(54,444)
Sep	50,372		
<b>Total</b>	<b>\$ 15,787,177</b>	<b>\$ 15,745,197</b>	<b>\$ 8,392</b>
<b>Actual to Forecast</b>			<b>0.1%</b>



Positive

Property taxes represents nearly 50% of the total General Fund revenue budget and serves as the primary funding source for the general government. Property taxes are generally collected in December of each year. Cumulatively overall, property tax revenues are 0.1% higher than forecasted for this time of the year.

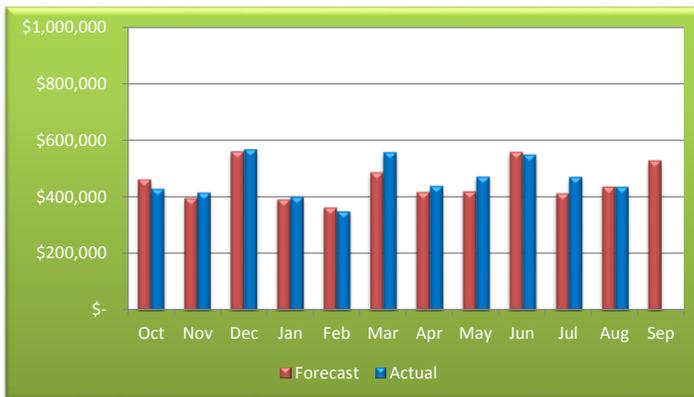


**CITY OF ROWLETT, TEXAS  
FINANCIAL STATUS DASHBOARD  
August 31, 2014**

**REVENUE ANALYSIS**

**SALES TAXES FY2014**

<u>Month</u>	<u>2014 Forecast</u>	<u>2014 Actual</u>	<u>Monthly Variance</u>
Oct	\$ 459,941	\$ 427,851	\$ (32,090)
Nov	394,348	414,283	19,935
Dec	558,732	565,590	6,858
Jan	389,630	399,637	10,007
Feb	361,544	348,585	(12,959)
Mar	485,196	556,530	71,334
Apr	416,016	437,942	21,926
May	417,960	470,499	52,539
Jun	557,046	547,489	(9,557)
Jul	410,975	469,538	58,563
Aug	434,864	<b>434,864</b>	-
Sep	526,923		
<b>Total</b>	<b>\$ 5,413,175</b>	<b>\$ 5,072,807</b>	<b>\$ 186,555</b>
<i>Actual to Forecast</i>			3.8%



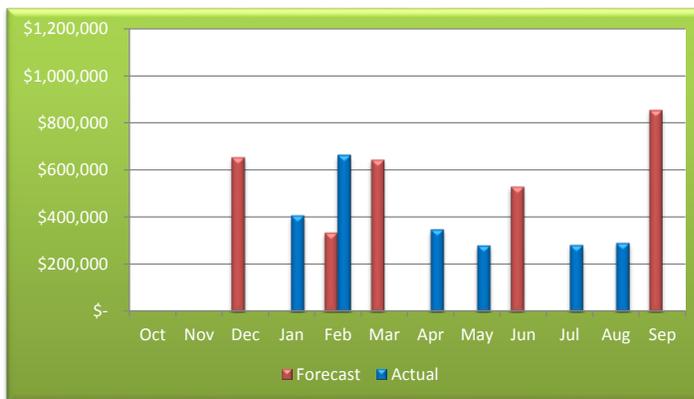
Positive

Sales tax is an important indicator of financial health for the Rowlett community. Sales taxes are collected by the State Comptroller and are recorded two months later. The sales taxes reported here for July are 14.2% higher than projected. Cumulatively, sales taxes are 3.8% higher than projected.

**REVENUE ANALYSIS**

**FRANCHISE FEES FY2014**

<u>Month</u>	<u>2014 Forecast</u>	<u>2014 Actual</u>	<u>Monthly Variance</u>
Oct	\$ -	\$ -	\$ -
Nov	-	-	-
Dec	652,928	-	(652,928)
Jan	-	405,092	405,092
Feb	333,775	659,673	325,898
Mar	642,098	-	(642,098)
Apr	-	346,431	346,431
May	-	278,919	278,919
Jun	528,568	-	(528,568)
Jul	-	281,098	281,098
Aug	-	289,817	289,817
Sep	852,633		
<b>Total</b>	<b>\$ 3,010,000</b>	<b>\$ 2,261,030</b>	<b>\$ 103,663</b>
<i>Actual to Forecast</i>			4.8%



Positive

Franchise fees represents nearly 10% of the total General Fund budget and include electric, gas, cable and telecommunications. Most fees are paid quarterly with natural gas being paid yearly in February. Franchise payments are currently 4.8% higher than projected for the fiscal year.



**CITY OF ROWLETT, TEXAS  
FINANCIAL STATUS DASHBOARD  
August 31, 2014**

**OVERALL FUND PERFORMANCE**

**UTILITY FUND REVENUES VS EXPENSES FY2014**

<u>Month</u>	<u>2014 Revenue</u>	<u>2014 Expenses</u>	<u>Monthly Variance</u>
Oct	\$ 2,506,570	\$ 1,769,999	\$ 736,571
Nov	2,111,806	2,053,463	58,343
Dec	1,899,070	1,913,043	(13,973)
Jan	1,894,254	1,945,298	(51,044)
Feb	1,840,086	1,845,514	(5,429)
Mar	1,865,352	5,579,472	(3,714,120)
Apr	1,937,442	1,721,349	216,092
May	2,092,697	1,635,873	456,824
Jun	2,161,092	1,635,420	525,672
Jul	2,275,788	1,620,074	655,714
Aug	2,342,906	2,292,560	50,347
Sep			-
<b>Total</b>	<b>\$ 22,927,062</b>	<b>\$ 24,012,066</b>	<b>\$ (1,085,004)</b>
<b>Cumulative Forecast</b>	<b>\$ 23,479,770</b>	<b>\$ 24,293,816</b>	<b>\$ (814,047)</b>
<b>Actual to Forecast \$</b>	<b>\$ (552,708)</b>	<b>\$ (281,751)</b>	<b>\$ (270,957)</b>
<b>Actual to Forecast</b>	<b>-2.4%</b>	<b>-1.2%</b>	



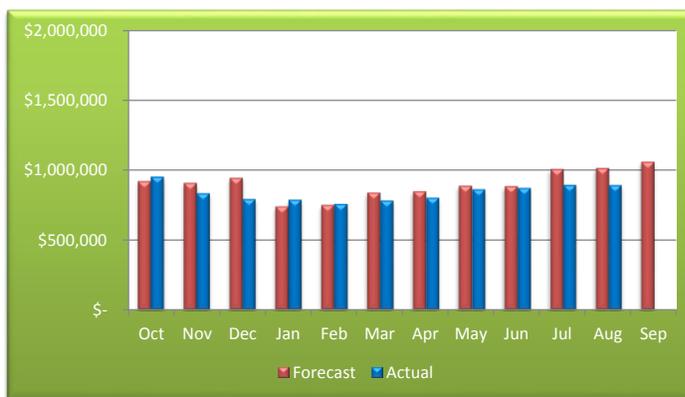
Warning

Utility fund revenues are 2.4% lower than forecast, and expenses are 1.2% lower than expected. These differences are primarily due to lower than expected water and sewer revenues. The fund makes semi-annual debt payments in March and August.

**REVENUE ANALYSIS**

**SEWER REVENUES FY2014**

<u>Month</u>	<u>2014 Forecast</u>	<u>2014 Actual</u>	<u>Monthly Variance</u>
Oct	\$ 919,553	\$ 950,609	\$ 31,056
Nov	907,875	832,809	(75,066)
Dec	942,658	791,813	(150,845)
Jan	738,313	788,346	50,033
Feb	750,346	757,401	7,055
Mar	837,264	780,639	(56,625)
Apr	847,397	802,118	(45,279)
May	886,960	861,106	(25,854)
Jun	884,119	870,967	(13,152)
Jul	1,006,135	892,339	(113,796)
Aug	1,014,318	891,949	(122,369)
Sep	1,058,609		
<b>Total</b>	<b>\$ 10,793,547</b>	<b>\$ 9,220,096</b>	<b>\$ (514,842)</b>
<b>Actual to Forecast</b>			<b>-5.3%</b>



Warning

Sewer sales represent over 40% of the Utility Fund budget and cover the cost of sewer treatment paid to City of Garland. Cumulatively overall, sewer revenues are 5.3% lower than forecasted for this time of year.

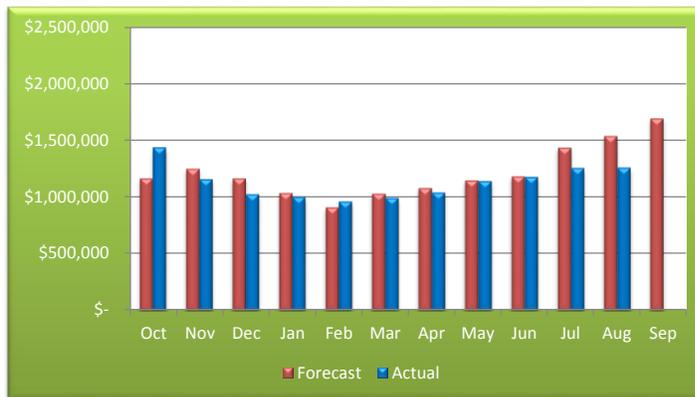


**CITY OF ROWLETT, TEXAS  
FINANCIAL STATUS DASHBOARD  
August 31, 2014**

**REVENUE ANALYSIS**

**WATER REVENUES FY2014**

<u>Month</u>	<u>2014 Forecast</u>	<u>2014 Actual</u>	<u>Monthly Variance</u>
Oct	\$ 1,163,371	\$ 1,432,250	\$ 268,879
Nov	1,248,287	1,153,189	(95,098)
Dec	1,164,744	1,019,459	(145,285)
Jan	1,035,859	995,804	(40,055)
Feb	908,737	955,899	47,162
Mar	1,029,804	988,809	(40,995)
Apr	1,079,021	1,036,762	(42,259)
May	1,145,473	1,136,453	(9,020)
Jun	1,180,953	1,171,347	(9,606)
Jul	1,434,137	1,251,814	(182,323)
Aug	1,536,918	1,254,562	(282,356)
Sep	1,691,972		
<b>Total</b>	<b>\$ 14,619,276</b>	<b>\$ 12,396,347</b>	<b>\$ (530,957)</b>
<i>Actual to Forecast</i>			<i>-4.1%</i>



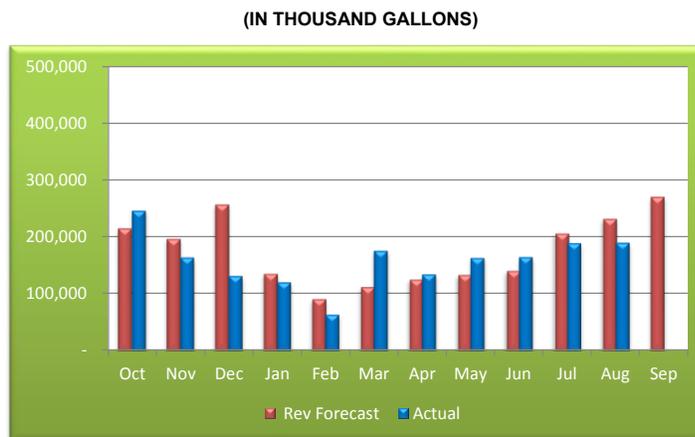
**Warning**

Water sales represent just over 50% of the total Utility Fund budget and cover the cost of water acquisition from the North Texas Municipal Water District. Water revenues are 4.1% less than forecasted for this time of year.

**REVENUE ANALYSIS**

**WATER USAGE FY2014**

<u>Month</u>	<u>2014 Rev Forecast</u>	<u>2014 Actual</u>	<u>Monthly Variance</u>
Oct	214,791	244,924	30,133
Nov	196,050	163,192	(32,858)
Dec	256,386	131,044	(125,342)
Jan	135,250	119,810	(15,440)
Feb	90,680 *	63,297	(27,383)
Mar	111,904	174,862	62,958
Apr	124,977	133,624	8,647
May	133,120	162,355	29,235
Jun	140,531	164,148	23,617
Jul	205,774	188,220	(17,554)
Aug	231,212	189,268	(41,944)
Sep	269,573		
<b>Total</b>	<b>2,110,249</b>	<b>1,734,744</b>	<b>(105,932)</b>
<i>Actual to Forecast</i>			<i>-5.8%</i>



**Warning**

The City purchases its water from the North Texas Municipal Water District. Customer usage is 5.8% lower than forecasted for this time of the year. The contract with NTMWD requires the City to pay for a minimum of 3.2 billion gallons of water per year. \*Budget amendment approved by City Council in February.



**CITY OF ROWLETT, TEXAS  
FINANCIAL STATUS DASHBOARD  
August 31, 2014**

**OVERALL FUND PERFORMANCE**

**REFUSE FUND REVENUES VS EXPENSES FY2014**

<u>Month</u>	<u>2014 Revenue</u>	<u>2014 Expenses</u>	<u>Monthly Variance</u>
Oct	\$ 393,619	\$ 395,068	\$ (1,449)
Nov	396,211	388,645	7,567
Dec	401,618	388,287	13,331
Jan	398,650	391,384	7,266
Feb	396,073	680,753	(284,680)
Mar	400,681	381,364	19,317
Apr	430,529	400,245	30,284
May	461,005	390,515	70,490
Jun	460,202	391,841	68,361
Jul	458,889	390,072	68,817
Aug	455,174	382,579	72,595
Sep			-
<b>Total</b>	<b>\$ 4,652,651</b>	<b>\$ 4,580,753</b>	<b>\$ 71,898</b>
<b>Cumulative Forecast</b>	<b>\$ 4,432,975</b>	<b>\$ 4,338,540</b>	<b>\$ 94,435</b>
<b>Actual to Forecast \$</b>	<b>\$ 219,676</b>	<b>\$ 242,214</b>	<b>\$ (22,538)</b>
<b>Actual to Forecast</b>	<b>5.0%</b>	<b>5.6%</b>	



Positive

The Refuse Fund accounts for monies collected from customers on their utility bills and remitted to our solid waste provider. Revenues are currently 5.0% higher than forecasted, and expenses are 5.6% higher than forecasted due to expenses from the ice storm cleanup.

**OVERALL FUND PERFORMANCE**

**DRAINAGE FUND REVENUES VS EXPENSES FY2014**

<u>Month</u>	<u>2014 Revenue</u>	<u>2014 Expenses</u>	<u>Monthly Variance</u>
Oct	\$ 111,003	\$ 61,084	\$ 49,919
Nov	110,081	63,512	46,569
Dec	110,877	73,691	37,186
Jan	110,715	70,278	40,437
Feb	110,681	347,255	(236,574)
Mar	110,885	68,186	42,699
Apr	111,456	82,602	28,854
May	111,653	67,375	44,278
Jun	111,760	75,659	36,101
Jul	111,491	67,210	44,281
Aug	111,410	156,508	(45,098)
Sep			-
<b>Total</b>	<b>\$ 1,222,011</b>	<b>\$ 1,133,360</b>	<b>\$ 88,651</b>
<b>Cumulative Forecast</b>	<b>\$ 1,234,708</b>	<b>\$ 1,220,640</b>	<b>\$ 14,069</b>
<b>Actual to Forecast \$</b>	<b>\$ (12,697)</b>	<b>\$ (87,280)</b>	<b>\$ 74,583</b>
<b>Actual to Forecast</b>	<b>-1.0%</b>	<b>-7.2%</b>	



Positive

The Drainage Fund accounts for monies collected from customers on their utility bills for the municipal drainage system. Overall, the fund is better than forecasted for this time of the year, with revenues 1.0% lower than forecasted but expenses 7.2% lower than forecasted. Semi-annual bond payments are made in February and August.



**CITY OF ROWLETT, TEXAS  
FINANCIAL STATUS DASHBOARD  
August 31, 2014**

**OVERALL FUND PERFORMANCE**

**DEBT SERVICE FUND REVENUES VS EXPENSES FY2014**

<u>Month</u>	<u>2014 Revenue</u>	<u>2014 Expenses</u>	<u>Monthly Variance</u>
Oct	\$ 242,680	\$ 13,921	\$ 228,759
Nov	276,231	130,274	145,957
Dec	4,377,953	7,593	4,370,360
Jan	1,934,744	12,067	1,922,677
Feb	771,850	6,631,905	(5,860,055)
Mar	106,583	13,099	93,485
Apr	78,036	1,423	76,613
May	63,106	1,435	61,671
Jun	54,830	12,352	42,478
Jul	50,682	2,808	47,873
Aug	242,278	1,214,317	(972,039)
Sep			-
<b>Total</b>	<b>\$ 8,198,973</b>	<b>\$ 8,041,194</b>	<b>\$ 157,779</b>
<b>Cumulative Forecast</b>	<b>\$ 8,219,494</b>	<b>\$ 8,243,560</b>	<b>\$ (24,066)</b>
<b>Actual to Forecast \$</b>	<b>\$ (20,521)</b>	<b>\$ (202,367)</b>	<b>\$ 181,845</b>
<b>Actual to Forecast</b>	<b>-0.2%</b>	<b>-2.5%</b>	



Positive

General Debt Service Fund is used to pay principal and interest on tax-supported debt. Overall, the fund better than forecasted, with revenues 0.2% lower than projected, and expenses 2.5% lower than expected. The fund makes semi-annual debt payments in February and August.

**OVERALL FUND PERFORMANCE**

**EMPLOYEE HEALTH BENEFITS FUND REVENUES VS EXPENSES FY2014**

<u>Month</u>	<u>2014 Revenue</u>	<u>2014 Expenses</u>	<u>Monthly Variance</u>
Oct	\$ 377,939	\$ 348,484	\$ 29,455
Nov	313,479	182,787	130,692
Dec	267,500	268,769	(1,269)
Jan	303,830	252,833	50,997
Feb	361,937	362,044	(107)
Mar	322,699	416,103	(93,403)
Apr	321,340	353,006	(31,666)
May	319,385	279,120	40,264
Jun	317,239	266,986	50,253
Jul	384,910	361,831	23,079
Aug	322,164	340,815	(18,650)
Sep			-
<b>Total</b>	<b>\$ 3,612,422</b>	<b>\$ 3,432,777</b>	<b>\$ 179,645</b>
<b>Cumulative Forecast</b>	<b>\$ 3,753,863</b>	<b>\$ 3,730,922</b>	<b>\$ 22,941</b>
<b>Actual to Forecast \$</b>	<b>\$ (141,440)</b>	<b>\$ (298,145)</b>	<b>\$ 156,705</b>
<b>Actual to Forecast</b>	<b>-3.8%</b>	<b>-8.0%</b>	



Positive

Employee Health Benefits Fund accounts for all health related claims paid from the City's partial self-insured fund. Overall, revenues are 3.8% lower than forecasted due to lower than expected employee contributions. Expenses are 8.0% lower than forecasted due to lower than expected claims.



**City of Rowlett**  
**Staff Report**

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75030-0099  
[www.rowlett.com](http://www.rowlett.com)

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**AGENDA DATE:** 10/21/14

**AGENDA ITEM:** 5F

**TITLE**

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

**STAFF REPRESENTATIVE**

Brian Funderburk, City Manager



**City of Rowlett**  
**Staff Report**

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75080-0099  
www.rowlett.com

**AGENDA DATE:** 10/21/14

**AGENDA ITEM:** 7A

**TITLE**

Consider action to approve minutes from the October 7, 2014, City Council Meeting and the October 14, 2014, City Council Special Meeting.

**STAFF REPRESENTATIVE**

Laura Hallmark, City Secretary

**SUMMARY**

Section 551.021 of the Government Code provides as follows:

- (a) A governmental body shall prepare and keep minutes or make a tape recording of each open meeting of the body.
- (b) The minutes must:
  - (1) state the subject of each deliberation; and
  - (2) indicate each vote, order, decisions or other action taken.

**BACKGROUND INFORMATION**

N/A

**DISCUSSION**

N/A

**FINANCIAL/BUDGET IMPLICATIONS**

N/A

**RECOMMENDED ACTION**

Move to approve, amend or correct the October 7, 2014, City Council Meeting and the October 14, 2014, City Council Special Meeting.

**ATTACHMENTS**

- 10-07-14 City Council Meeting minutes
- 10-14-14 City Council Special Meeting minutes



# 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 7, 2014

5:00 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 Pankratz, Councilmember Bobbitt, Councilmember Dana-Bashian, Councilmember Sheffield and Councilmember van Bloemendaal**

**1. CALL TO ORDER**

Mayor Gottel called the meeting to order at 5:02 p.m.

**2. EXECUTIVE SESSION (5:00 P.M.)\* Times listed are approximate**

- 2A.** The City Council shall convene into Executive Session pursuant to the Texas Government Code, §551.087 (Economic Development) and §551.071 (Consultation with Attorney) to receive legal advice from the City Attorney and discuss the Rowlett Public Library transition plan. (20 minutes)

Council convened in Executive Session at 5:02 p.m. Out at 5:25 p.m.

- 2B.** The City Council shall convene into Executive Session pursuant to the Texas Government Code, §551.071 (Consultation with Attorney), to receive legal advice from the City Attorney pertaining to the Blacklands Corridor. (20 minutes)

Council convened in Executive Session at 5:25 p.m. Out at 5:48 p.m.

**3. WORK SESSION (5:45 P.M.)\***

- 3A.** Discuss and consider requested out-of-state travel for Councilmember Bobbitt to attend the North Texas Crime Commission 5<sup>th</sup> Annual Mission to Washington D.C. (10 minutes)

Ms. Bobbitt presented background information on the trip and after discussion, consensus of Council was to approve the request.

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

Council took a short break at 6:00 p.m.

#### **CONVENE INTO THE COUNCIL CHAMBERS (6:00 P.M.)\***

Council reconvened in Regular Session at 6:06 p.m.

**INVOCATION** – Cliff King, New Horizon Church

#### **PLEDGE OF ALLEGIANCE**

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

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

- 5A.** Proclamation recognizing Gina Haddon, Rowlett resident appearing on The Biggest Loser television show.

Mayor Pro Tem Gallops presented the proclamation to Ms. Haddon.

- 5B.** Presentation of Proclamation to Misti Potter in recognition of receiving the Jim Wetherington Southwesterner Award.

Deputy Mayor Pro Tem Pankratz presented the proclamation to Ms. Potter.

- 5C.** Proclamation recognizing October 7, 2014 as Rowlett Night Out, as part of the 31<sup>st</sup> annual National Night Out.

Deputy Mayor Pro Tem Pankratz presented the proclamation to Chief Brodnax.

- 5D.** Proclamation recognizing the month of October as National Community Planning Month.

Deputy Mayor Pro Tem Pankratz presented the proclamation to Marc Kurbansade, Director of Development Services and his staff: Garrett Langford, Daniel Acevedo, Lola Isom, Erin Jones, Samantha Renz, and Denise Gomez.

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

Due to time constraints, the Mayor did not make any announcements.

#### **6. CITIZENS' INPUT**

1. Bryan Slaton, 1213 Cedar Cove Place, Royse City; spoke in opposition to the Blacklands toll road.
2. Patrick Bricker, EQuest; spoke in opposition to the Blacklands toll road.

## **7. CONSENT AGENDA**

- 7A.** Consider action to approve minutes from the September 16, 2014, City Council 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 Playground Shade & Surfacing Depot, LLC in the amount of \$86,366 for the construction of shade structures and a basketball court at Isaac Scruggs Park and authorizing the City Manager to execute the necessary documents for said purchase.

**This item was approved as RES-091-14 on the Consent Agenda.**

- 7C.** Consider action to approve a resolution authorizing the City Manager to enter into an interlocal agreement with Dallas County for Household Hazardous Waste for Fiscal Year 2015.

**This item was approved as RES-092-14 on the Consent Agenda.**

- 7D.** Consider action to approve a resolution authorizing the City Manager to enter into an interlocal agreement with Dallas County for Mosquito Ground Control for Fiscal Year 2015.

**This item was approved as RES-093-14 on the Consent Agenda.**

- 7E.** Consider action to approve a resolution authorizing the payment for computer software maintenance and support services for City Departments to SunGard Public Sector in the amount of \$77,185.94, and authorizing the City Manager to execute the necessary documents to continue said services.

**This item was approved as RES-094-14 on the Consent Agenda.**

- 7F.** Consider action to approve a resolution approving a three year agreement for the purchase of Microsoft Enterprise Software through the Interlocal cooperative purchasing agreement with the Texas Comptroller of Public Accounts and the State of Texas Department of Information Resources (DIR), with Software House International (SHI) in the amount of \$335,392.80, and authorizing the City Manager, after City Attorney approval, to execute the necessary documents for said services.

**This item was approved as RES-095-14 on the Consent Agenda.**

### **Passed the Consent Agenda**

**A motion was made by Deputy Mayor Pro Tem Pankratz, seconded by Councilmember Dana-Bashian, 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 action to approve a resolution to enter into an Economic Development Program Agreement with Millennium Road Holdings, LLC for property located at 3913, 4011-4025 Main Street and authorize the Mayor to execute the necessary documents.

Due to time constraints, this item was rescheduled to the October 14, 2014, City Council meeting.

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

No action was taken.

**9. ADJOURNMENT**

Mayor Gottel adjourned the meeting at 6:30 p.m.



# City of Rowlett

## Special Meeting Minutes

### City Council

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

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Tuesday, October 14, 2014

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 Pankratz, Councilmember Bobbitt, Councilmember Dana-Bashian, Councilmember Sheffield and Councilmember van Bloemendaal**

#### 1. CALL TO ORDER

Mayor Gottel called the meeting to order at 5:30 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, §551.087 (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 to business prospects that the City may seek to have locate at 3913 and 4011-4025 Main Street. (30 minutes)

Council convened in Executive Session at 5:31 p.m. Out at 6:56 p.m.

- 2B.** The City Council shall convene into Executive Session pursuant to the 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 to business prospects that the City may seek to have locate on property at 2801 Lakeview Parkway. (30 minutes) (THIS ITEM WILL BE DISCUSSED FOLLOWING THE REGULAR PORTION OF THE MEETING)

Council convened in Executive Session at 9:44 p.m. Out at 10:04 p.m.

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

Council took a short break at 6:56 p.m. and reconvened at 7:04 p.m.

- 3A.** Provide bi-annual update and discuss the City's Economic Development 5 year Strategic Plan. (60 minutes)

Due to time constraints, this item will be rescheduled to a later date.

- 3B.** Discuss recommended action regarding the Bunker/Tee Boxes/Lake Projects at Waterview Golf Course. (20 minutes)

City Manager Brian Funderburk, reviewed the background of projects, refinancing, and the tee and bunker study. He stated there were additional assets in the proposed projects – additional bunkers and a lake. Craig Kniffen, with American Golf Corporation (AGC), outlined the requirements involved with maintaining the bunkers and AGC's request to remove three of the existing bunkers that are no longer in play. It was the consensus of Council to grant this request and include it in the scope of work for the Waterview Golf Course improvements.

**4. DISCUSS CONSENT AGENDA ITEMS**

Council took a short break at 7:26 p.m.

**CONVENE INTO THE COUNCIL CHAMBERS (6:00 P.M.)\***

Council reconvened in Regular Session at 7:31 p.m.

**5. PRESENTATIONS AND PROCLAMATIONS**

- 5A.** Discuss Blacklands Corridor Feasibility Study and proposed Northeast Gateway Tollway Project.

This item was realigned after Citizens' Input.

Tim Rogers, Public Works Director, provided background information regarding the Blacklands Corridor Feasibility Study – its purpose and goals, and conceptual strategies. He listed cities that were in support, not in favor, and still considering their position.

The following spoke in opposition of the proposed Northeast Gateway toll road:

1. Linda Knight, 2960 Whiteley, Wylie
2. Dawn Haney, 109 Cottonwood, Wylie
3. Rede Beitman, 208 K Street, Wylie
4. Christine Hubley, 131 Squirrel Ridge, Wylie
5. Patrick Bricker, 3800 Troy Road, Wylie
6. Susan Schwartz, 2820 Vinson Street, Rowlett
7. Walter White, 10718 Western Hills Drive, Rowlett
8. Patrick Bilek, 4209 Vista Creek Drive, Rowlett
9. Pedro Andrade, 10817 J. A. Forster Drive, Rowlett
10. Bobbie Walker, 10709 J. A. Forster Drive, Rowlett
11. David Smith, 10801 Nantucket Drive, Rowlett
12. Lynn Woolbright, 10309 Wentworth Drive, Rowlett
13. Greg Bantel, 174 Squirrel Ridge, Wylie
14. Delores Young, 1825 E FM 544, Wylie

15. Mark Volpi, 2559 Troy Road, Wylie
16. Annilee Waterman, 1117 Highridge Drive, Wylie
17. Greg Willaby, 7104 Sable, Sachse
18. Scott Ely, 150 Touchstone, Wylie
19. Charles Ely, 3801 Stonewall, Wylie
20. Emma Grant, 7302 Vista Ridge Lane, Sachse
21. Dan Minger, 189 Mallard Point, Wylie
22. Jerry Shaffer, 401 Fox Hollow Drive, Wylie
23. Scott Tiveron, 6204 Valley View, Sachse
24. Chris Hubley, 131 Squirrel Ridge, Wylie
25. Mylo Jones, 2641 Troy Road, Wylie
26. Jan Chandler, 5908 Pleasant Valley, Wylie

Councilmembers provided comments regarding their positions relating to the proposed toll road and the Study. After further discussion, it was the consensus of Council to send a letter to the North Central Texas Council of Governments (NCTCOG) opposing the Northeast Gateway Toll Road and supporting the expansion and improvements to I-30.

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

There were no announcements.

**6. CITIZENS' INPUT**

Larry Beckham, 9313 Willard Street, Rowlett; spoke regarding the Planning & Zoning Commission.

**7. CONSENT AGENDA**

There were no items for consideration.

**8. ITEMS FOR INDIVIDUAL CONSIDERATION**

- 8A.** Consider action to approve a resolution to enter into an Economic Development Program Agreement with Millennium Road Holdings, LLC for property located at 3913, 4011-4025 Main Street and authorize the Mayor to execute the necessary documents.

This item was the first order of business.

Jim Grabenhorst, Director of Economic Development, outlined the proposed development and the details of the agreement. Councilmembers expressed concerns and support relating to the development.

**A motion was made by Mayor Pro Tem Gallops, seconded by Councilmember Sheffield, to approve the item as presented with the addition of "subject to City Attorney approval" to the resolution. The motion carried with a vote of five in favor (van Bloemendaal, Gottel,**

**Gallops, Dana-Bashian, Sheffield) and two opposed (Bobbitt, Pankratz). This item was approved as RES-096-14.**

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

After a short break at 9:31 p.m., Council reconvened in Executive Session at 9:44 p.m.

No action was taken.

**9. ADJOURNMENT**

Mayor Gottel adjourned the meeting at 10:04 p.m.



City of Rowlett  
Staff Report

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75080-0099  
www.rowlett.com

**AGENDA DATE:** 10/21/14

**AGENDA ITEM:** 7B

**TITLE**

Consider a resolution approving Change Order Number 1 to the contract with A&M Construction Company in the amount of \$18,895 and authorizing the final payment and release of retainage for the Martin Street Sanitary Sewer Project in the amount of \$87,403.25 to A&M Construction and Utilities Incorporated and authorizing the Mayor to execute the necessary documents.

**STAFF REPRESENTATIVE**

Tim Rogers, Director of Public Works  
Robbin Webber, Assistant Director of Public Works

**SUMMARY**

This project consists of the installation of 319 linear feet of 18-inch sanitary sewer main crossing the existing Dallas Area Transit (DART) right-of-way along Martin Street. The purpose of this item is to formally approve change order #1, accept the project as complete and authorize the release of retainage.

**BACKGROUND INFORMATION**

On January 7, 2014, City Council adopted a resolution awarding the base bid to A&M Construction and Utilities Incorporated in the amount of \$186,640 for the installation of the sanitary sewer main on Martin Street and authorized the Mayor to execute the Standard Public Works Construction Contract of said service. This main was extremely deteriorated along the west side of Martin Drive crossing under the DART right-of-way.

**DISCUSSION**

Change Order Number 1 in the amount of \$18,895 is for changing the method of the installation of the sanitary sewer mainline by eliminating the need for open cut installation due to the traffic volume and utilizing the trenchless installation method. In addition, the parking lot at the Development Service Building required additional pavement to be removed during construction. To ensure the fence condition at Lambert Automotive was replaced to an equal or better condition, an additional 36 linear feet was installed. This change order reconciles the quantities for the bid items that were estimated other than what was actually constructed due to City staff field adjustments.

A&M Construction and Utilities has satisfactorily completed the project as designed in accordance with the contract plans and specifications. Staff has inspected the construction ensuring compliance with the provisions of the contract and recommends acceptance of such improvements with a final payment and release of retainage in the amount of \$87,403.25.

## **FINANCIAL/BUDGET IMPLICATIONS**

Adequate funds are available in Project Code (SS1102) – Miscellaneous Sanitary Sewer Line Repair and Replacement, Account Number (598-8201-531-80.02) to cover the release of retainage and Change Order Number 1 in the amount of \$18,895, which increases the approved project amount of \$186,640 to the final amount of \$205,535.

## **RECOMMENDED ACTION**

Staff recommends City Council approve a resolution approving Change Order Number 1 to the contract with A&M Construction Company in the amount \$18,895 and authorizing the final payment and release of retainage for the Martin Street Sanitary Sewer Project in the amount of \$87,403.25 to A&M Construction and Utilities Incorporated and authorizing the Mayor to execute the necessary documents.

## **RESOLUTION**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS, APPROVING CHANGE ORDER NUMBER 1 TO THE CONTRACT WITH A&M CONSTRUCTION COMPANY IN THE AMOUNT OF \$18,895.00; AUTHORIZING THE FINAL PAYMENT AND RELEASE OF RETAINAGE FOR THE MARTIN STREET SANITARY SEWER PROJECT IN THE AMOUNT OF \$87,403.25 TO A&M CONSTRUCTION AND UTILITIES INCORPORATED; AUTHORIZING THE MAYOR TO EXECUTE THE NECESSARY DOCUMENTS FOR PAYMENT PURSUANT TO APPROVAL; AND, PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council adopted Resolution Number RES-003-14 awarding Bid # 2014-16 for the construction of Martin Street Sanitary Sewer Project on January 7, 2014, in the amount of \$186,640.00 to A&M Construction and Utilities Incorporated; and

**WHEREAS**, unforeseen circumstances have necessitated additional labor and materials approved by City staff through field adjustments, which justifies a change order; and

**WHEREAS**, A&M Construction and Utilities Incorporated has completed the project; and

**WHEREAS**, City staff has inspected the construction ensuring that it complies with the provisions of the contract and recommends acceptance of such improvements as well as the release of retainage.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS:**

**Section 1:** That the City Council of the City of Rowlett, Texas, hereby approves Change Order Number 1, which is attached hereto and incorporated herein as Exhibit A, in the amount of \$18,895.00 to the contract with A&M Construction and Utilities Incorporated for a revised contract amount of \$205,535.00.

**Section 2:** That the City Council of the City of Rowlett, Texas, hereby accepts the completion of the Martin Drive Sanitary Sewer Project and approves the release of retainage to A&M Construction and Utilities Incorporated in the amount of \$87,403.25.

**Section 3:** That the City Council of the City of Rowlett hereby authorizes the Mayor to execute the necessary documents for payment to conform to this resolution as appropriate.

**Section 4:** This resolution shall become effective immediately upon its passage.

**ATTACHMENT**

Exhibit A – Final Payment Request



PAYMENT REQUEST (4.51)

<b>PROJECT:</b>	<u>MARTIN ST. SANITARY SEWER IMPROVEMENTS</u>	<b>PROJECT NUMBER</b>
<b>OWNER:</b>	<u>CITY OF ROWLETT</u>	<u>2014-16</u>
<b>CONTRACTOR:</b>	<u>A&amp;M CONSTRUCTION AND UTILITIES INC</u>	
<b>ENGINEER:</b>	<u>CITY OF ROWLETT</u>	

**PAYMENT PERIOD FROM:** 4/12/2014 **TO** 5/28/2014 **ESTIMATE NO.:** 2

**SUMMARY OF PAYMENT ESTIMATE VALUES FROM ATTACHED TABULATIONS**

Original Contract Amount	\$	186,640.00
Approved Change Orders	\$	18,895.00
Current Contract Amount	\$	205,535.00
Total Value of Original Contract Performed (Attachment "A" consisting of ___ pages)	\$	186,640.00
Extra Work on Approved Change Orders (Attachment "B" consisting of ___ pages)	\$	18,895.00
Materials on Hand (Attachment "C" consisting of ___ pages)	\$	-
Total Value of Work to Date	\$	205,535.00
Less Amount Retained at <u>0</u> %	\$	-
Net Amount Earned on Contract	\$	205,535.00
Less Amount of Previous Payments	\$	118,131.75
<b>BALANCE DUE THIS STATEMENT</b>	\$	87,403.25
Percentage of Contract Paid to Date		100%

The undersigned Contractor certifies that all work, including materials on hand, covered by this Periodical Payment has been completed and delivered and stored in accordance with the Contract Documents, that all amounts have been paid by him for work, materials, and equipment for which previous Periodical Payments were issued and received from the Owner, and that the current payment shown herein is now due.

Contractor: A&M CONSTRUCTION AND UTILITIE By [Signature]

Date: 9/29/2014

Subscribed and sworn to before me this 29th day of Sept, 2014

Notary Public: \_\_\_\_\_  
My Commission expires: 9/30/2017



**Recommended for Payment by [ENGINEER]**

By \_\_\_\_\_ Date \_\_\_\_\_

**Approved for Payment by [CITY INSPECTOR]**

By [Signature] 10/5/14 Date

**Approved for Payment by [CITY ENGINEER]**

By [Signature] 10/9/14 Date



**ATTACHMENT "B"**  
**PAYMENT REQUEST**  
**TABLATION OF VALUES FOR APPROVED CHANGE ORDERS**

**PROJECT:** MARTIN STREET - SANITARY SEWER IMPROVEMENTS  
**OWNER:** CITY OF ROWLETT  
**CONTRACTOR:** A&M CONSTRUCTION AND UTILITIES INC  
**ENGINEER:** NEEL-SCHAFFER AND CHEATHAM AND ASSOCIATES

**PROJECT NUMBER**  
2014-16

**PAYMENT PERIOD FROM:** 4/12/14 **TO** 5/28/14 **ESTIMATE NO.:** 2

ITEM NO.	DESCRIPTION OF ITEM	QUANTITY ORIGINAL ESTIMATE	UNIT OF MEASURE	UNIT PRICE	TOTAL CONTRACT AMOUNT	QUANTITY THIS ESTIMATE	WORK COMPLETED FROM PREVIOUS ESTIMATE	BALANCE OF MATERIALS ON HAND	TOTAL VALUE OF WORK COMPLETED	% OF WORK COMPLETE
1	Paving and 18" pipe	1	LS	18,895.00	18,895.00	1			18,895.00	100
<b>TOTAL FOR PAGE / PROJECT</b>				18,895.00	18,895.00				18,895.00	

**ATTACHMENT "C"  
PAYMENT REQUEST  
TABULATION OF VALUES FOR MATERIALS ON HAND**

**PROJECT:** MARTIN STREET - SANITARY SEWER IMPROVEMENTS **PROJECT NUMBER** 2014-16  
**OWNER:** CITY OF ROWLETT  
**CONTRACTOR:** A&M CONSTRUCTION AND UTILITIES INC  
**ENGINEER:** NEEL-SCHAFFER AND CHEATHAM AND ASSOCIATES

**PAYMENT PERIOD FROM:** 4/12/2014 **TO** 5/28/2014 **ESTIMATE NO.:** 2

ATTACHMENT "A" OR "B" ITEM NO.	TOTAL SCHEDULED VALUE	NAME OF SUPPLIER	INVOICE NO.	TOTAL INVOICE AMOUNT THIS ESTIMATE	TOTAL STORED MATERIAL AT LAST PAY ESTIMATE	AMOUNT INSTALLED TO DATE	BALANCE OF MATERIALS ON HAND
<b>TOTAL FOR PAGE / PROJECT</b>							



City of Rowlett  
Staff Report

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75080-0099  
www.rowlett.com

**AGENDA DATE:** 10/21/14

**AGENDA ITEM:** 7C

**TITLE**

Consider action to approve a resolution authorizing the final acceptance and release of retainage for the Castle Drive 24-Inch Water Main Project in the amount of \$119,521.95 to Crescent Constructors Incorporated and authorizing the Mayor to execute the necessary documents.

**STAFF REPRESENTATIVE**

Tim Rogers, Director of Public Works  
Robbin Webber, Assistant Director of Public Works

**SUMMARY**

The 24-inch water main along Castle Drive was constructed to provide water supply to the new pump station at Rowlett Road for the lower pressure plane. This main was constructed along Castle Drive and connected to the new 36-inch water main in Merritt Road. The purpose of this item is to formally accept the project as complete and authorize the release of retainage.

**BACKGROUND INFORMATION**

The City's water distribution system currently consists of one major pressure plane for the City. To continue the process of developing a permanent upper pressure plane as part of the City's Water system infrastructure, services for the required pump station improvements included the construction of the 24-inch water main as a supply source to the lower pressure plane and support the Rowlett Road Lower Pressure Plane Pump Station, which is currently under construction.

On November 19, 2013, City Council adopted a resolution awarding the base bid to Crescent Constructors Incorporated in the amount of \$1,187,000 for the construction of the Castle Drive 24-Inch Water Main Project and authorized the Mayor to execute the Standard Public Works Construction Contract of said service. Change Order Number 2 in the amount of \$25,518 was approved by Staff on July 22, 2014, for the landscaping at Firewheel Bible Church, which increased the total construction contract amount to \$1,212,518.

**DISCUSSION**

Crescent Constructors Incorporated has satisfactorily completed the project as designed in accordance with the contract plans and specifications. Staff has inspected the construction ensuring compliance with the provisions of the contract and recommends acceptance of such improvements with a final acceptance and release of retainage in the amount of \$119,521.95. The total construction amount is \$1,169,701.45, which is \$136,820.50 less than the \$1,212,518 construction amount for this project.

**FINANCIAL/BUDGET IMPLICATIONS**

Adequate funds are available in 24-Inch Water Line Lower Pressure Plane – Project Number (WA2108), Account Number (606-8201-530-80.02) for the release of retainage in the amount of \$119,521.95 to close out the project. The total project came in under budget and under contract.

### **RECOMMENDED ACTION**

Staff recommends City Council approve a resolution authorizing the final acceptance and release of retainage for the Castle Drive 24-Inch Water Main Project in the amount of \$119,521.95 to Crescent Constructors Incorporated and authorizing the Mayor to execute the necessary documents.

### **RESOLUTION**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS, AUTHORIZING FINAL ACCEPTANCE AND RELEASE OF RETAINAGE FOR THE CASTLE DRIVE 24-INCH WATER MAIN PROJECT IN THE AMOUNT OF \$119,521.95 TO CRESCENT CONSTRUCTORS INCORPORATED; AUTHORIZING THE MAYOR TO EXECUTE THE NECESSARY DOCUMENTS FOR PAYMENT PURSUANT TO APPROVAL; AND, PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council adopted Resolution Number RES-105-13 awarding Bid # 2014-06 for the construction of Castle Drive 24-Inch Water Main on November 19, 2013, in the amount of \$1,187,000.00 to Crescent Constructors Incorporated; and

**WHEREAS**, Crescent Constructors Incorporated has completed the project within the construction time frame and within budget; and

**WHEREAS**, City staff has inspected the construction ensuring that it complies with the provisions of the contract and recommends acceptance of such improvements as well as the release of retainage.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS:**

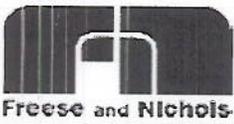
**Section 1:** That the City Council of the City of Rowlett, Texas, hereby accepts the completion of the Castle Drive 24-Inch Water Main Project and approves the release of retainage to Crescent Constructors Incorporated in the amount of \$119,521.95.

**Section 2:** That the City Council of the City of Rowlett hereby authorizes the Mayor to execute the necessary documents for payment to conform to this resolution as appropriate.

**Section 3:** This resolution shall become effective immediately upon its passage.

### **ATTACHMENT**

Exhibit A – Final Payment Request



# EXHIBIT A

## PAYMENT REQUEST (4.51)

<b>PROJECT:</b>	<u>Castle Drive 24" Water Line</u>	<b>PROJECT NUMBER</b>
<b>OWNER:</b>	<u>City of Rowlett</u>	<u>ROW13161</u>
<b>CONTRACTOR:</b>	<u>Crescent Constructors, Inc.</u>	
<b>ENGINEER:</b>	<u>Freese and Nichols, Inc.</u>	

**PAYMENT PERIOD FROM:** 1/13/2014 **TO** Completion **ESTIMATE NO.:** Final

### SUMMARY OF PAYMENT ESTIMATE VALUES FROM ATTACHED TABULATIONS

Original Contract Amount	\$ 1,187,000.00
Approved Change Orders	\$ 25,518.00
Current Contract Amount	\$ 1,212,518.00
Total Value of Original Contract Performed (Attachment "A" consisting of __ pages)	\$ 1,169,701.45
Extra Work on Approved Change Orders (Attachment "B" consisting of __ pages)	\$ 25,518.00
Materials on Hand (Attachment "C" consisting of __ pages)	\$ -
Total Value of Work to Date	\$ 1,195,219.45
Less Amount Retained at <u>0</u> %	\$ -
Net Amount Earned on Contract	\$ 1,195,219.45
Less Amount of Previous Payments	\$ 1,075,697.50
<b>BALANCE DUE THIS STATEMENT</b>	<b>\$ 119,521.95</b>
Percentage of Contract Paid to Date	\$ 88.72

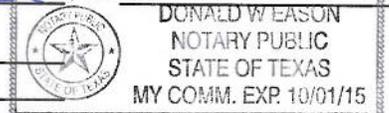
The undersigned Contractor certifies that all work, including materials on hand, covered by this Periodical Payment has been completed and delivered and stored in accordance with the Contract Documents, that all amounts have been paid by him for work, materials, and equipment for which previous Periodical Payments were issued and received from the Owner, and that the current payment shown herein is now due.

Contractor: Crescent Constructors, Inc. By Patrick Jones

Date: 15-Sep-14

Subscribed and sworn to before me this 15th day of SEPTEMBER 2014

Notary Public: Donald W. Eason  
My Commission expires: 10-01-2015



**Recommended for Payment by**  
**FREESE AND NICHOLS, INC.**

By [Signature] 9/23/14  
Date

**Approved for Payment by**  
**[OWNER]**

By [Signature] 10/07/14  
Date

**Approved for Payment by**  
**[OWNER]**

By [Signature] 9/23/14  
Date

**Approved for Payment by**  
**[OWNER]**

By \_\_\_\_\_  
Date

A	B	C	D	E	F	G	H	I	J	K	L	M	N
<b>ATTACHMENT "A"</b>													
<b>PAYMENT REQUEST</b>													
<b>TABULATION OF VALUES FOR ORIGINAL CONTRACT WORK PERFORMED</b>													
1	PROJECT NUMBER												
2	ROW13161												
3	PROJECT NO.:												
4	Final												
5	ESTIMATE NO.:												
6	Final												
7	ESTIMATE NO.:												
8	Final												
9	ESTIMATE NO.:												
10	Final												
11	ITEM NO.	DESCRIPTION	QUANTITY ORIGINAL ESTIMATE	UNIT OF MEASURE	UNIT PRICE	TOTAL CONTRACT AMOUNT	QUANTITY THIS ESTIMATE	WORK COMPLETED FROM PREVIOUS	BALANCE OF MATERIALS ON HAND	TOTAL VALUE OF WORK COMPLETED	% OF WORK COMPLETE		
12	1	24" PVC Waterline	6399	LF	126	806274		6399		806274	100.00%		
13	2	36" Steel Casing by Bore	156	LF	680	106080		156		106080	100.00%		
14	3	36" Steel Casing by Open Cut	20	LF	250	5000		20		5000	100.00%		
15	4	24" Butterfly Valves	2	EA	5600	11200		2		11200	100.00%		
16	5	2" Combination Air Release Valves	4	EA	8500	34000		4		34000	100.00%		
17	6	2" Blow Off Valve w/ Meter Box	1	EA	2000	2000		1		2000	100.00%		
18	7	6" Blow Off Valve	3	EA	1000	3000		3		3000	100.00%		
19	8	Trench Safety	6250	LF	1	6250		6250		6250	100.00%		
20	9	Concrete Pavement Replacement	852	SY	65	55380		1022.33		66451.45	119.99%		
21	10	Asphalt Pavement Replacement	50	SY	57	2850		68		3876	136.00%		
22	11	Flexbase Pavement Replacement	189	SY	20	3780		189		3780	100.00%		
23	12	5' Wide Sidewalk Replacement	2188	LF	20	43760		2050		41000	93.69%		
24	13	Seeding	28000	SY	0.7	19600		14520		10164	51.86%		
25	14	Sodding	4000	SY	2.4	9600		0		0	0.00%		
26	15	Extra 2000 PSI Concrete	50	CY	110	5500		0		0	0.00%		
27	16	Extra Coarse Gravel	50	CY	42	2100		0		0	0.00%		
28	17	Storm Water Plan (SWPPP)	1	LS	12250	12250		1		12250	100.00%		
29	18	Mobilization	1	LS	58376	58376		1		58376	100.00%		
30	TOTAL FOR PAGE / PROJECT										1169701.45		

**ATTACHMENT "B"**  
**PAYMENT REQUEST**  
**TABLATION OF VALUES FOR APPROVED CHANGE ORDERS**

**PROJECT:** Castle Drive 24" Water Line  
**OWNER:** City of Rowlett  
**CONTRACTOR:** Crescent Constructors, Inc.  
**ENGINEER:** Freese and Nichols, Inc.

**PROJECT NUMBER**  
 ROW13161  
 0

ITEM NO.	DESCRIPTION OF ITEM	QUANTITY ORIGINAL ESTIMATE	UNIT OF MEASURE	UNIT PRICE	TOTAL CONTRACT AMOUNT	QUANTITY THIS ESTIMATE	WORK COMPLETED FROM PREVIOUS ESTIMATE	BALANCE OF MATERIALS ON HAND	TOTAL VALUE OF WORK COMPLETED	% OF WORK COMPLETE
	Landscaping at Firewheel Church Road Plates at Church Merritt Easement Impacts	1	LS	\$23,439.00	\$ 23,439.00	1			\$ 23,439.00	100%
		1	LS	\$ 1,416.00	\$ 1,416.00	1			\$ 1,416.00	100%
		1	LS	\$ 663.00	\$ 663.00	1			\$ 663.00	100%
<b>PAYMENT PERIOD FROM:</b> 1/13/2014 <b>TO</b> Completion <b>ESTIMATE NO.:</b> Final										
<b>TOTAL FOR PAGE / PROJECT</b>										25518

ATTACHMENT "C"  
PAYMENT REQUEST

TABULATION OF VALUES FOR MATERIALS ON HAND

**PROJECT:** Castle Drive 24" Water Line  
**OWNER:** City of Rowlett  
**CONTRACTOR:** Crescent Constructors, Inc.  
**ENGINEER:** Freese and Nichols, Inc.

**PROJECT NUMBER:** ROW13161  
**ESTIMATE NO.:** Final

ATTACHMENT "A" OR "B" ITEM NO.	TOTAL SCHEDULED VALUE	NAME OF SUPPLIER	INVOICE NO.	TOTAL INVOICE AMOUNT THIS ESTIMATE	TOTAL STORED MATERIAL AT LAST PAY ESTIMATE	AMOUNT INSTALLED TO DATE	BALANCE OF MATERIALS ON HAND
1 (See Billing #2)	\$ 806,274.00	ACT	873271	58050	0	58050	0
1 (See Billing #2)	\$ 806,274.00	ACT	879648	38700	0	38700	0
1 (See Billing #3)	\$ 806,274.00	ACT	880031	19350	0	19350	0
1 (See Billing #3)	\$ 806,274.00	ACT	882075	77400	0	77400	0
1 (See Billing #3)	\$ 806,274.00	ACT	882315	77400	0	77400	0
4 (See Billing #3)	\$ 806,274.00	ACT	884137	6800	0	6800	0
1 (See Billing #3)	\$ 806,274.00	ACT	884522	73100	0	73100	0
5, 6 & 7 (See Billing #3)	\$ 856,474.00	ACT	884523	182388	0	182388	0
2 & 3 (See Billing #3)	\$ 111,080.00	Longhorn	3772	18270	0	18270	0
5 (See Billing #3)	\$ 34,000.00	ACT	888500	880	0	880	0
7 (See Billing #3)	\$ 3,000.00	ACT	888499	571.56	0	571.56	0
5 (See Billing #4)	\$ 34,000.00	ACT	887175	1840	0	1840	0
9 & 12 (Billing #4)	\$ 99,140.00	CRP	06088	8850	0	8850	0
<b>TOTAL FOR PAGE / PROJECT</b>				563599.56	0	563599.56	0

**PAYMENT PERIOD FROM:** 1/13/2014 **TO:** Completion

**ATTACHMENT "D"  
PROJECT SUMMARY**

<b>PROJECT:</b>	Castle Drive 24" Water Line	<b>PROJECT NUMBER</b>
<b>OWNER:</b>	City of Rowlett	ROW13161
<b>CONTRACTOR:</b>	Crescent Constructors, Inc.	
<b>ENGINEER:</b>	Freese and Nichols, Inc.	

**PAYMENT PERIOD FROM:** 1/13/2014 **TO Completion ESTIMATE NO.:** Final

**CONTRACT TIME SUMMARY**

Date of Notice to Proceed	13-Jan-14	
Original Contract Duration	142	Days
Original Date of Contract Substantial Completion	5-May-14	
Original Date of Contract Final Completion	4-Jun-14	
Approved Time Extensions	106	Days
Current Contract Duration	248	Days
Current Date of Contract Substantial Completion	19-Aug-14	
Current Date of Contract Final Completion	18-Sep-14	
Days Charged to Project to Date	245	Days
Days Remaining in Contract	3	Days
Percent of Current Project Duration	0.99	%
Current Scheduled Completion Date		
Project is (Ahead/Behind) Schedule		

**CONTRACT COST SUMMARY**

Original Contract Amount	\$ 1,187,000.00
Approved Change Orders	\$ 25,518.00
Current Contract Amount	\$ 1,212,518.00
Contract Earnings to Date on Original Contract	\$ 1,169,701.45
Earnings on Approve Change Orders	\$ 25,518.00
Materials on Hand	\$ -
Total Current Project Amount Earned	\$ 1,195,219.45
Percent of Contract Earned to Date	98.57%
Retainage	\$ -
Amount Paid to Date	\$ 1,075,697.50
Percent of Contract Paid to Date	88.72%



**City of Rowlett**  
**Staff Report**

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75080-0099  
www.rowlett.com

**AGENDA DATE:** 10/21/14

**AGENDA ITEM:** 7D

**TITLE**

Consider action to approve a resolution amending a Communication Facility License Agreement with T-Mobile West, LLC to amend the Rent Abatement schedule included as Exhibit B.

**STAFF REPRESENTATIVE**

Marc Kurbansade, Director of Development Services

**SUMMARY**

The City of Rowlett initially approved a Communication Facility License Agreement with T-Mobile West on November 7, 2007 (Resolution Number RES-173-07) to allow a cellular communications tower and associated equipment to be located on a portion of the property for Fire Station #3 at 8000 Princeton Road. A subsequent Communication Facility License Agreement was approved with Clear Wireless on August 4, 2009 (Resolution Number RES-095-09) to allow Clear Wireless to also locate on this communications tower. A third amendment to the Communication Facility License Agreement with T-Mobile West was approved on July 15, 2014 (Resolution Number RES-060-14) to permit T-Mobile to extend the height of the existing tower by 10-feet resulting in a new overall height of 90-feet.

The purpose of this amendment to the Facility License Agreement is to replace the prior Rent Abatement schedule and allow T-Mobile West, LLC to recoup the cost of the tower extension construction that would otherwise have not been incurred by them if the City had not leased the second location.

**BACKGROUND INFORMATION**

On November 7, 2007, City Council approved a Communication Facility License Agreement with T-Mobile West to allow a cellular communications tower and associated equipment to be constructed on a portion of the property occupied by Fire Station #3 at 8000 Princeton Road. This original agreement permitted the construction of a tower 80-feet tall that would house three carrier locations. Based on this agreement, T-Mobile was to be located in the highest two tower locations (cabinets), and the third highest location would be allowed to be leased by the City to another carrier. On August 4, 2009, City Council approved an agreement with Clear Wireless to be located at the second highest location on the tower.

In late 2013/early 2014, T-Mobile approached the City about locating equipment/antennas at the second highest location on the tower, and were notified that the City leased that location to Clear Wireless in 2009. On July 15, 2014, City Council approved an amendment to ameliorate the situation by allowing T-Mobile to have equipment/antennas at a new higher location to be constructed by T-Mobile West.

As stated above, the purpose of this amendment to the Facility License Agreement is to replace the prior Rent Abatement schedule and allow T-Mobile West, LLC to recoup the cost of the tower extension construction that would otherwise have not been incurred by them if the City had not leased the second location.

## DISCUSSION

The extension of the existing tower was completed on August 8, 2014. This work was done in accordance with the provisions approved in Resolution Number RES-060-14, which permitted an extension of the tower from 80-feet to 90-feet.

T-Mobile approached the City to recoup the construction costs of the tower extension through a rent abatement, since the extension would not have been required, had the second cabinet location not been leased to Clear Wireless in 2009. The total cost of the abatement being requested is \$23,590. This abatement would occur over a period of 15 months.

In summary, this item simply attempts to finalize a corrective action by providing T-Mobile a rebate for the construction costs incurred.

## FINANCIAL/BUDGET IMPLICATIONS

T-Mobile West currently has a monthly lease payment of \$2,350, of which \$666.67 is rebated to them through lease payments by Clear Wireless. This amendment would rebate the full \$2,350 to T-Mobile West for 14 months, starting November 2014 and concluding December 2015. A smaller rebate of \$690.05 (\$666.67+23.38) will occur in January 2016 to complete the entire rebate amount of \$23,590. An excerpt from Appendix B to be included in the resolution is shown below:

<b>Date of Rent Payment</b>	<b>Amount Due</b>	<b>Amount Paid</b>	<b>Variance (Rebate)</b>
11/1/2014	\$2,350.00	\$0.00	\$2,350.00
12/1/2014	\$2,350.00	\$0.00	\$2,350.00
1/1/2015	\$2,350.00	\$0.00	\$2,350.00
2/1/2015	\$2,350.00	\$0.00	\$2,350.00
3/1/2015	\$2,350.00	\$0.00	\$2,350.00
4/1/2015	\$2,350.00	\$0.00	\$2,350.00
5/1/2015	\$2,350.00	\$0.00	\$2,350.00
6/1/2015	\$2,350.00	\$0.00	\$2,350.00
7/1/2015	\$2,350.00	\$0.00	\$2,350.00
8/1/2015	\$2,350.00	\$0.00	\$2,350.00
9/1/2015	\$2,350.00	\$0.00	\$2,350.00
10/1/2015	\$2,350.00	\$0.00	\$2,350.00
11/1/2015	\$2,350.00	\$0.00	\$2,350.00
12/1/2015	\$2,350.00	\$0.00	\$2,350.00
1/1/2016	\$2,350.00	\$1,659.95	\$690.05

## **RECOMMENDED ACTION**

Move to approve a Resolution amending a Communication Facility License Agreement with T-Mobile West, LLC to amend the Rent Abatement schedule included as Exhibit B.

## **RESOLUTION**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS, APPROVING AN AMENDMENT TO AN EXISTING COMMUNICATION FACILITIES LICENSE AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council of the City of Rowlett has, on or about November 7, 2007, approved a Communication Facility License Agreement with T-Mobile West by Resolution Number RES-173-03 to allow the construction and dedication to the City of communications facility, specifically, a cell tower, located at 800 Princeton Road, at Fire Station No. 3; and

**WHEREAS**, the City desires to amend the Agreement by substituting a new Appendix "B" to the Agreement providing a new rent schedule to allow for a rent abatement to compensate T-Mobile West for the construction of additional antenna cabinets at the tower, which were authorized by the Council on July 15, 2014 by Resolution Number RES 060-14.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS:**

**Section 1:** That the City Council of the City of Rowlett, Texas, hereby approves an amendment to the Communications Facility License Agreement by and between the City of Rowlett, Texas, as Licensor, and T-Mobile West Corporation, as Licensee, approved by the Council on November 7, 2007 by Resolution Number RES 173-03, to allow for an additional rent abatement.

**Section 2:** That Exhibit "B" to the Agreement, consisting of the rent schedule, be and is hereby replaced with the document attached hereto and marked as Appendix "B".

**Section 3:** That the City Council hereby authorizes the City Manager to execute an amendment to the Communication Facility License Agreement on the City's behalf to give effect to this Resolution and to execute such related documents as may be necessary or appropriate.

**Section 4:** That this resolution shall become effective immediately upon its passage.

## **ATTACHMENT**

Exhibit B – Rent Abatement

<b>Date of Rent Payment</b>	<b>Amount Due</b>	<b>Amount Paid</b>	<b>Variance (Rebate)</b>
1/1/2008	\$2,000.00	\$2,000.00	\$0.00
2/1/2008	\$2,000.00	\$2,000.00	\$0.00
3/1/2008	\$2,000.00	\$2,000.00	\$0.00
4/1/2008	\$2,000.00	\$2,000.00	\$0.00
5/1/2008	\$2,000.00	\$2,000.00	\$0.00
6/1/2008	\$2,000.00	\$2,000.00	\$0.00
7/1/2008	\$2,000.00	\$2,000.00	\$0.00
8/1/2008	\$2,000.00	\$2,000.00	\$0.00
9/1/2008	\$2,000.00	\$2,000.00	\$0.00
10/1/2008	\$2,000.00	\$2,000.00	\$0.00
11/1/2008	\$2,000.00	\$2,000.00	\$0.00
12/1/2008	\$2,000.00	\$2,000.00	\$0.00
1/1/2009	\$2,000.00	\$2,000.00	\$0.00
2/1/2009	\$2,000.00	\$2,000.00	\$0.00
3/1/2009	\$2,000.00	\$2,000.00	\$0.00
4/1/2009	\$2,000.00	\$2,000.00	\$0.00
5/1/2009	\$2,000.00	\$2,000.00	\$0.00
6/1/2009	\$2,000.00	\$2,000.00	\$0.00
7/1/2009	\$2,000.00	\$2,000.00	\$0.00
8/1/2009	\$2,000.00	\$2,000.00	\$0.00
9/1/2009	\$2,000.00	\$2,000.00	\$0.00
10/1/2009	\$2,000.00	\$2,000.00	\$0.00
11/1/2009	\$2,000.00	\$2,000.00	\$0.00
12/1/2009	\$2,000.00	\$2,000.00	\$0.00
1/1/2010	\$2,000.00	\$2,000.00	\$0.00
2/1/2010	\$2,000.00	\$2,000.00	\$0.00
3/1/2010	\$2,000.00	\$1,333.33	\$666.67
4/1/2010	\$2,000.00	\$1,333.33	\$666.67
5/1/2010	\$2,000.00	\$1,333.33	\$666.67
6/1/2010	\$2,000.00	\$1,333.33	\$666.67
7/1/2010	\$2,000.00	\$1,333.33	\$666.67
8/1/2010	\$2,000.00	\$1,333.33	\$666.67
9/1/2010	\$2,000.00	\$1,333.33	\$666.67
10/1/2010	\$2,000.00	\$1,333.33	\$666.67
11/1/2010	\$2,000.00	\$1,333.33	\$666.67
12/1/2010	\$2,000.00	\$1,333.33	\$666.67
1/1/2011	\$2,000.00	\$1,333.33	\$666.67
2/1/2011	\$2,000.00	\$1,333.33	\$666.67
3/1/2011	\$2,000.00	\$1,333.33	\$666.67
4/1/2011	\$2,000.00	\$1,333.33	\$666.67
5/1/2011	\$2,000.00	\$1,333.33	\$666.67
6/1/2011	\$2,000.00	\$1,333.33	\$666.67
7/1/2011	\$2,000.00	\$1,333.33	\$666.67
8/1/2011	\$2,000.00	\$1,333.33	\$666.67
9/1/2011	\$2,000.00	\$1,333.33	\$666.67
10/1/2011	\$2,000.00	\$1,333.33	\$666.67
11/1/2011	\$2,000.00	\$1,333.33	\$666.67
12/1/2011	\$2,000.00	\$1,333.33	\$666.67
1/1/2012	\$2,000.00	\$1,333.33	\$666.67

<b>Date of Rent Payment</b>	<b>Amount Due</b>	<b>Amount Paid</b>	<b>Variance (Rebate)</b>
2/1/2012	\$2,000.00	\$1,333.33	\$666.67
3/1/2012	\$2,000.00	\$1,333.33	\$666.67
4/1/2012	\$2,000.00	\$1,333.33	\$666.67
5/1/2012	\$2,000.00	\$1,333.33	\$666.67
6/1/2012	\$2,000.00	\$1,333.33	\$666.67
7/1/2012	\$2,000.00	\$1,333.33	\$666.67
8/1/2012	\$2,000.00	\$1,333.33	\$666.67
9/1/2012	\$2,000.00	\$1,333.33	\$666.67
10/1/2012	\$2,000.00	\$1,333.33	\$666.67
11/1/2012	\$2,000.00	\$1,333.33	\$666.67
12/1/2012	\$2,000.00	\$1,333.33	\$666.67
1/1/2013	\$2,350.00	\$1,683.33	\$666.67
2/1/2013	\$2,350.00	\$1,683.33	\$666.67
3/1/2013	\$2,350.00	\$1,683.33	\$666.67
4/1/2013	\$2,350.00	\$1,683.33	\$666.67
5/1/2013	\$2,350.00	\$1,683.33	\$666.67
6/1/2013	\$2,350.00	\$1,683.33	\$666.67
7/1/2013	\$2,350.00	\$1,683.33	\$666.67
8/1/2013	\$2,350.00	\$1,683.33	\$666.67
9/1/2013	\$2,350.00	\$1,683.33	\$666.67
10/1/2013	\$2,350.00	\$1,683.33	\$666.67
11/1/2013	\$2,350.00	\$1,683.33	\$666.67
12/1/2013	\$2,350.00	\$1,683.33	\$666.67
1/1/2014	\$2,350.00	\$1,683.33	\$666.67
2/1/2014	\$2,350.00	\$1,683.33	\$666.67
3/1/2014	\$2,350.00	\$1,683.33	\$666.67
4/1/2014	\$2,350.00	\$1,683.33	\$666.67
5/1/2014	\$2,350.00	\$1,683.33	\$666.67
6/1/2014	\$2,350.00	\$1,683.33	\$666.67
7/1/2014	\$2,350.00	\$1,683.33	\$666.67
8/1/2014	\$2,350.00	\$1,683.33	\$666.67
9/1/2014	\$2,350.00	\$1,683.33	\$666.67
10/1/2014	\$2,350.00	\$1,683.33	\$666.67
11/1/2014	\$2,350.00	\$0.00	\$2,350.00
12/1/2014	\$2,350.00	\$0.00	\$2,350.00
1/1/2015	\$2,350.00	\$0.00	\$2,350.00
2/1/2015	\$2,350.00	\$0.00	\$2,350.00
3/1/2015	\$2,350.00	\$0.00	\$2,350.00
4/1/2015	\$2,350.00	\$0.00	\$2,350.00
5/1/2015	\$2,350.00	\$0.00	\$2,350.00
6/1/2015	\$2,350.00	\$0.00	\$2,350.00
7/1/2015	\$2,350.00	\$0.00	\$2,350.00
8/1/2015	\$2,350.00	\$0.00	\$2,350.00
9/1/2015	\$2,350.00	\$0.00	\$2,350.00
10/1/2015	\$2,350.00	\$0.00	\$2,350.00
11/1/2015	\$2,350.00	\$0.00	\$2,350.00
12/1/2015	\$2,350.00	\$0.00	\$2,350.00
1/1/2016	\$2,350.00	\$1,659.95	\$690.05
2/1/2016	\$2,350.00	\$1,683.33	\$666.67

<b>Date of Rent Payment</b>	<b>Amount Due</b>	<b>Amount Paid</b>	<b>Variance (Rebate)</b>
3/1/2016	\$2,350.00	\$1,683.33	\$666.67
4/1/2016	\$2,350.00	\$1,683.33	\$666.67
5/1/2016	\$2,350.00	\$1,683.33	\$666.67
6/1/2016	\$2,350.00	\$1,683.33	\$666.67
7/1/2016	\$2,350.00	\$1,683.33	\$666.67
8/1/2016	\$2,350.00	\$1,683.33	\$666.67
9/1/2016	\$2,350.00	\$1,683.33	\$666.67
10/1/2016	\$2,350.00	\$1,683.33	\$666.67
11/1/2016	\$2,350.00	\$1,683.33	\$666.67
12/1/2016	\$2,350.00	\$1,683.33	\$666.67
1/1/2017	\$2,350.00	\$1,683.33	\$666.67
2/1/2017	\$2,350.00	\$1,683.33	\$666.67
3/1/2017	\$2,350.00	\$1,683.33	\$666.67
4/1/2017	\$2,350.00	\$1,683.33	\$666.67
5/1/2017	\$2,350.00	\$1,683.33	\$666.67
6/1/2017	\$2,350.00	\$1,683.33	\$666.67
7/1/2017	\$2,350.00	\$1,683.33	\$666.67
8/1/2017	\$2,350.00	\$1,683.33	\$666.67
9/1/2017	\$2,350.00	\$1,683.33	\$666.67
10/1/2017	\$2,350.00	\$1,683.33	\$666.67
11/1/2017	\$2,350.00	\$1,683.33	\$666.67
12/1/2017	\$2,350.00	\$1,683.33	\$666.67
1/1/2018	\$2,761.25	\$2,094.58	\$666.67
2/1/2018	\$2,761.25	\$2,094.58	\$666.67
3/1/2018	\$2,761.25	\$2,094.58	\$666.67
4/1/2018	\$2,761.25	\$2,094.58	\$666.67
5/1/2018	\$2,761.25	\$2,094.58	\$666.67
6/1/2018	\$2,761.25	\$2,094.58	\$666.67
7/1/2018	\$2,761.25	\$2,094.58	\$666.67
8/1/2018	\$2,761.25	\$2,094.58	\$666.67
9/1/2018	\$2,761.25	\$2,094.58	\$666.67
10/1/2018	\$2,761.25	\$2,094.58	\$666.67
11/1/2018	\$2,761.25	\$2,094.58	\$666.67
12/1/2018	\$2,761.25	\$2,094.58	\$666.67
1/1/2019	\$2,761.25	\$2,094.58	\$666.67
2/1/2019	\$2,761.25	\$2,094.58	\$666.67
3/1/2019	\$2,761.25	\$2,094.58	\$666.67
4/1/2019	\$2,761.25	\$2,094.58	\$666.67
5/1/2019	\$2,761.25	\$2,094.58	\$666.67
6/1/2019	\$2,761.25	\$2,094.58	\$666.67
7/1/2019	\$2,761.25	\$2,428.29	\$332.96
<b>Total</b>	<b>\$313,463.75</b>	<b>\$214,873.75</b>	<b>\$98,590.00</b>



**City of Rowlett**  
**Staff Report**

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75080-0099  
www.rowlett.com

**AGENDA DATE:** 10/21/14

**AGENDA ITEM:** 7E

**TITLE**

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 \$141,243, and authorizing the City Manager to execute the necessary documents to continue said services.

**STAFF REPRESENTATIVE**

W.M Brodnax, Chief of Police

**SUMMARY**

The City approved the purchase of public safety software and hardware to Integrated Computer Systems (ICS). The purpose of this item is to authorize the annual payment for computer software maintenance and support services.

**BACKGROUND INFORMATION**

On September 6, 2011, the City Council adopted Resolution Number RES-132-11 approving the purchase of public safety software and hardware to Integrated Computer Systems (ICS). The software includes CAD, RMS, Detention, Property and Evidence Tracking, Mobile (including automatic vehicle location), Crime Analysis and Report Writing. It also includes interfaces for Brazos Ticket Writing Software, as well as the Fire House Records Management System.

ICS is a sole source vendor for computer maintenance and support services for the software package used by the Police Department. The annual maintenance includes software updates, patches, support and enhancements throughout the year.

**DISCUSSION**

ICS software is the heartbeat of the police department in regards to dispatching police and fire personnel to emergency calls for service. ICS is also the software that runs on each mobile computer (patrol car computer), enabling officers to see calls for service and run queries that divulge vehicle registrations, wanted persons and driver's license information, etc. ICS also allows officers to write offense reports directly into the records management system from their police vehicle. It is imperative that ICS remain functional 24 hours a day/seven days a week. Should any one of these components fail, it could severely disrupt police services provided to the citizens of Rowlett.

In a recent needs assessment review conducted by the IT department, it was discovered that the ICS software was to only be serviced during normal working hours leaving the system vulnerable after hours, weekends and holidays. For example, should there be a service disruption of any

component of the ICS software after normal business hours, there would be no guarantee of repair until the next business day. This was not acceptable and placed the Rowlett Police and Fire Departments in a vulnerable situation.

The maintenance contract includes increasing software support to 24 hours a day/seven days a week, which was negotiated to ensure that should the ICS system fail, ICS personnel would respond to the City of Rowlett to bring the system back up and operational within the shortest time possible.

### **FISCAL/BUDGET IMPLICATIONS**

Funding is included in the approved FY2014-2015 budget for the Police Department under the software maintenance account number 7812.

<b>Budget Account Number and/or Project Code</b>	<b>Account or Project Title</b>	<b>Budget Amount</b>	<b>Proposed Amount</b>
101-2510-440-7812	Software Maintenance	\$141,243	\$141,243
<b>Total</b>		<b>\$141,243</b>	<b>\$141,243</b>

### **RECOMMENDATION ACTION**

Move 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 \$141,243.

### **RESOLUTION**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS, APPROVING PAYMENT FOR COMPUTER SOFTWARE MAINTENANCE AND SUPPORT FOR THE POLICE DEPARTMENT TO INTEGRATED COMPUTER SYSTEMS IN THE AMOUNT OF \$141,243.00; AUTHORIZING THE CITY MANAGER TO EXECUTE THE NECESSARY DOCUMENTS TO CONTINUE SAID SERVICES AND AUTHORIZING THE ISSUANCE OF PURCHASE ORDERS PURSUANT TO APPROVAL; AND, PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, it is necessary to acquire computer software maintenance for the public safety software applications which includes support, patches, and version upgrades; and

**WHEREAS**, Integrated Computer Systems has provided service for the City of Rowlett since 2011 and is a sole source vendor for said service; and

**WHEREAS**, the City Council of the City of Rowlett, Texas desires to approve payment for computer software maintenance to Integrated Computer Systems as attached hereto and incorporated herein by reference as Exhibit A.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS:**

**Section 1:** That the City Council of the City of Rowlett does hereby approve payment for computer software maintenance and support for the public safety software applications to Integrated Computer Systems in the amount of \$141,243.00.

**Section 2:** That the City Manager is hereby authorized to execute the necessary documents for continued services and the issuance of purchase orders to conform to this resolution.

**Section 3:** This resolution shall become effective immediately upon its passage.

**ATTACHMENT**

Exhibit A – Invoice from Integrated Computer Systems



3499 FM 1461  
 McKinney, TX 75071  
 (214) 544-0022  
 fax: (214) 544-0025

# INVOICE

Bill To	Invoice No.	Date
<b>City of Rowlett</b> Allyson Wilson Attn. Accounts Payable 4004 Main Street Rowlett, TX 75088  Phone 972.412.6198	ICS11167	Oct 1, 2014

### ANNUAL SOFTWARE ASSURANCE

Period Covered	P.O. Number	Consultant E-mail	Ship To	Terms
10/1/2014 - 9/30/2015		tommy@icsnews.com	Police Dept	Net 30

Product Number, Description and Prerequisites	Qty	Amount	24X7
AS-GPS: GPS/AVL application server. (prereq: CAD-MAP-I per workstation,) (requires MDC-A plus selected MDC map software) Note: When properly configured multiple application servers may be installed on one computer. ICS recommends a minimum of (2) two computers for redundancy.	1		Yes
AS-MDC: Mobile message switch / application server	1		Yes
AS-NCIC: NCIC/TLETS, application server. Note: When properly onfigured, multiple application servers may be installed on one computer. ICS recommends a minimum of (2) two computers dedicated as application servers.	1		Yes
AS-PAG-A: Paging, text, application server, basic. (prereq: AS-PAG-B and customer supplied paging service). Note: When properly configured, multiple application servers may be installed on one computer. ICS recommends a minimum of (2) two computers dedicated as application servers.	1		Yes
AS-PAG-B: Paging, text, application server, basic. (prereq: customer supplied paging service). Note: When properly configured, multiple application servers may be installed on one computer. ICS recommends a minimum of (2) two computers dedicated as application servers.	1		Yes
AS-RIP: Rip & run print proceesing application server	1		
AS-RS: Remote support & software update service communications link	1		
CAD-911-E: Enhanced 911 processing (prereq: AS-911)	6		Yes
CAD-ALM: Alarm and false alarm billing and tracking. Officers are notified of alarm permit status on all calls for service (via their mobile client).	6		
CAD-CAL: CAD, multi-jurisdiction, call-taker. Can display, pan and zoom any image/map linked to a street, grid or premise. (prereq: images to be supplied in any ICS approved format)	1		Yes
CAD-GPS: Display vehicle and call location by latitude and longitude coordinates. (prereq: AS-GPS and CAD-MAP-I)	5		Yes
CAD-MAP-I: CAD Mapping, unlimited layers (city, county, parcels, water, hydrants, patrol districts, etc.), 911 call plotting, initial (prereq: customer supplys ESRI maps [that pass ICS's verification process] and ESRI 97189 ArcGIS Windows Runtime License)	1		Yes
CAD-MAP-S: CAD Mapping, unlimited layers (city, county, parcels, water, hydrants, patrol districts, etc.), 911 call plotting, subsequent (prereq: customer supplys ESRI maps [that pass ICS's verification process] and ESRI 97189 ArcGIS Windows Runtime License)	5		Yes

Upon approval by your agency, this document will become a SOFTWARE SUPPORT ADDENDUM to the original agreemnt entered into by and between Integrated Computer Systems Inc., located at 3499 FM 1461, McKinney, Texas 75071, hereafter referred to as ICS; and your agency hereinafter referred to as LICENSEE. ICS and LICENSEE have previously entered into an agreement entitled "GENERAL TERMS AND CONDITIONS" hereinafter referred to as the Agreement. Pursuant to the Agreement, incorporated herein by reference for all purposes, and the terms and conditions of this Addendum, LICENSEE agrees to License the itemized software products from ICS.

Product Number, Description and Prerequisites	Qty	Amount	24X7
CAD-MJ: CAD, multi-jurisdiction, dispatcher & call-taker. Can display, pan and zoom any image/map linked to a street, grid or premise. (prereq: images to be supplied in any ICS approved format)	5		N/a
CAD-NCIC: NCIC/TLETS query and return processing (prereq: AS-NCIC)	5		Yes
CAD-PAG-A: Text paging, advanced (prereq: CAD-PAG-B and AS-PAG-A)	5		Yes
CAD-PAG-B: Text paging, basic (prereq: AS-PAG-B)	5		Yes
CAD-PHO-I: CAD aerial photography/pictometry, initial (prereq: customer supplied photos in one of ICS's approved formats, CAD-MAP-I)	1		Yes
CAD-PHO-S: CAD aerial photography/pictometry, subsequent (prereq: customer supplied photos in one of ICS's approved formats, CAD-MAP-I and CAD-PHO-I)	5		Yes
CAD-PIN: CAD call and unit pin mapping, plots call history (by call type and date/time range), (prereq: CAD-MAP-I)	5		Yes
CAD-QUI: Quick search for documents, images and sounds	5		
CAD-RAP-I: Racial profiling processing and reporting, initial	1		Yes
CAD-RAP-S: Racial profiling processing and reporting, subsequent (prereq: CAD-RAP-I)	5		Yes
CAD-REC-GPS: CAD mapping, recommends resources based on the distance between the call and unit's GPS coordinates (Great-Circle formula, not driving time), drag-drop dispatch (prereq: CAD-MAP-I, CAD-GPS-I, CAD-AS-GPS, MDC-GPS)	5		Yes
CAD-VEH-I: Vehicle towing, rotation and inventory, initial	1		
CAD-VEH-S: Vehicle towing, rotation and inventory	5		Yes
CAD-WSTAT: Status monitor, web-based, resources, calls, 5-users (prereq: MS IIS server)	4		Yes
INT-CAD-ESO-I: CAD to ESO interface, initial (prereq: at patient side data collection software license and IIS server)	1		
INT-CAD-ESO-S: CAD to ESO interface, subsequent, one required for each EMS unit (prereq: ESO at patient side data collection software license, IIS server and INT-CAD-ESO-I)	3		
INT-CAD-FHSE-I: CAD call data exported to the Firehouse interface, initial	1		Yes
INT-CAD-FHSE-S: CAD call data exported to the Firehouse interface (prereq: CAD-FHSE-I, one CAD-FHSE-S per firestation)	2		Yes
SYS-MAN-CON: System management console, GEO, code tables, security groups.	5		
INT-CAD-PMAM-B: CAD alarm one way data exported to the PMAM interface	1		
INT-CAD-PMAM-A: CAD alarm two way data exported to the PMAM back to ICS interface	1		
IQ-DEV-5: Intelli-Query, includes report designer, configuration utility, 5-pack (prereq: IQ-DEV-I and IQ-DICT)	1		
IQ-DICT: Intelli-Query CAD and Law Records data dictionary	1		
IQ-RUN-10: Intelli-Query, includes report runtime, 10-pack (prereq: IQ-DICT)	1		
LAW-1: Law records includes: incident and offense reporting, property (stolen, recovered, evidentiary), vehicle (stolen, recovered, impound), incident name, call for service, master index, (IBR) Incident Based or UCR Summary reporting and arrest (prereq: MS Term Server for mobile clients)	15		
LAW-50: Law records includes: incident and offense reporting, property (stolen, recovered, evidentiary), vehicle (stolen, recovered, impound), incident name, call for service, master index, (IBR) Incident Based or UCR Summary reporting and arrest (prereq: MS Term Server for mobile clients)	1		
LAW-ANI: Animal Control	2		

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Product Number, Description and Prerequisites	Qty	Amount	24X7
LAW-CASE-I: Case Management, initial	1		
LAW-CASE-S: Case Management (prereq: LAW-CASE-I)	20		
LAW-CIT-I: Citation processing, initial	1		
LAW-CIT-S: Citation processing (PREREQ: LAW-CIT-I)	5		
LAW-CRIME-I: Crime Analysis System with Pin Mapping, Initial (Prereq: CAD-MAP-I)	1		
LAW-CRIME-S: Crime Analysis System with Pin Mapping (Prereq: LAW-CRIME-I)	10		
LAW-FIR-I: Field Intelligence Reporting, initial	1		
LAW-FIR-S: Field Intelligence Reporting (prereq: LAW-FIR-I)	40		
LAW-JAIL-I: Jail Bookin and Management, initial	1		
LAW-JAIL-S: Jail Bookin and Management (prereq: LAW-JAIL-I)	2		
LAW-MENT: Live Scan Capture License (prereq: Mentalix hardware and software)	1		
LAW-MUG-D: Mugshot Display (prereq: LAW-MUG-I)	65		
LAW-MUG-S: Law Records Mugshot capture station (prereq: camera hardware and LAW-MUG-I)	1		
LAW-MUG-I: Law Records Mugshot capture station, initial (prereq: camera hardware)	1		
LAW-PAWN: Pawned items recording and searching	20		
LAW-PROPA-I: Property Room, advanced, wireless, automated inventory/asset tracking with bar coding, initial (prereq: wireless handheld hardware)	1		
LAW-PROPA-S: Property Room, advanced, wireless, automated inventory/asset tracking with bar coding, initial (prereq: wireless handheld hardware and LAW-PROPA)	2		
LAW-PROPB-I: Property Room Management, basic, initial	1		
LAW-PROPB-S: Property Room Management, basic (prereq: LAW-PROPB-I)	1		
PER: Personnel tracks demographic information (pay, rank, diciplan,religen contacts, etc.), issued property, training and reporting	5		
MDC: Mobile Data Client - Integrated with CAD to display and edit the following information: call for service, call history, alerts, premise and structure, emergency response, alarms and messages. A few of the more than 40 functions: Put units and personnel in service, en-route/arrive/clear calls, transport, add remarks, self-initiated calls and activities (lunch, court, etc). One license required for each mobile device. (prereq: AS-MDC)	40		
MDC-MAG: Magnetic DL License Reader software (prereq: MDC-MAGU [3-track reader])	18		
MDC-MAP-A: Mobile advanced mapping, mark and zoom to call location plus, mark all pending calls (prereq: MDC-MAP-B, AS-GPS, vehicles equipped with ICS approved GPS devices)	40		
MDC-MAP-B: Mobile basic mapping, mark and zoom to location of the current call (prereq: customer supplied ESRI map in ICS approved format)	40		
MDC-NCIC: Mobile Data Client - NCIC/TLETS processing (prereq: AS-NCIC)	30		
MDC-PAG: Mobile Data Client paging (prereq: AS-PAG)	40		
MDC-QUI: Quick search for documents, images and sounds	40		
MDC-RAP: Mobile Data Client - Racial Profiling	30		
MDC-TTS: Mobile Data Client - Text-to-Speech	40		

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Product Number, Description and Prerequisites	Qty	Amount	24X7
BRZ-ACC-I: Imports Brazos Accident reports, initial (prereq: MS IIS Server and customer purchased Brazos software and implementation services))	1		
BRZ-ACC-S: Imports Brazos Accident reports (prereq: BRZ-ACC-I, customer purchased Brazos software and implementation services)	15		
BRZ-CIT-I: Imports Brazos citation info and looks up person and vehicle info in ICS Law Records, initial (prereq: MS IIS Server and customer purchased Brazos software and implementation services)	1		
BRZ-CIT-S: Integration with Brazos citation module (prereq: BRZ-CIT-I and customer purchased Brazos software and implementation services)	26		
BRZ-NCI-I: Returns NCIC/TLETS info for vehicles and people to the Brazos citation module, initial (prereq: IIS server and customer purchased Brazos software and implementation services)	1		
BRZ-NCI-S: Returns NCIC/TLETS info for vehicles and people to the Brazos citation module (prereq: BRZ-NCI-I and customer purchased Brazos software and implementation services)	26		
BRZ-RAP-I: Imports Brazos racial profiling info, initial (prereq: IIS Server and customer purchased Brazos software and implementation services)	1		
BRZ-RAP-S: Imports Brazos racial profiling info (prereq: BRZ-RAP-I and customer purchased Brazos software and implementation services)	26		
BRZ-VEH-I: Imports Brazos Vehicle tow/inventory info, initial (prereq: MS IIS Server and customer purchased Brazos software and implementation services)	1		
BRZ-VEH-S: Imports Brazos Vehicle tow/inventory info (prereq: BRZ-VEH-I and customer purchased Brazos software and implementation services)	15		
24x7: After hours critical support (24 x 7) for mission critical applications	1		Yes
Software Support Fees For 2012-2013	1	136,095.00	
INT-CAD-ESO-I: CAD to ESO interface, initial (prereq: at patient side data collection software license and IIS server)	1	978.00	
INT-CAD-ESO-S: CAD to ESO interface, subsequent, one required for each EMS unit (prereq: ESO at patient side data collection software license, IIS server and INT-CAD-ESO-I)	2	76.00	
INT-CAD-PQM-I: PRO-QA Medical to CAD Interface, initial (prereq: PRO-QA medical response license)	1	750.00	Yes
INT-CAD-PQM-S: PRO-QA Medical to CAD interface required for each CAD workstation (prereq: PRO-QA medical response license and INT-CAD-PQM-I)	5	625.00	Yes
SYS-SCORE-I: Scorecard, displays agency metrics (met goal, needs improvement, failed to meet), initial	1	675.00	
SYS-SCORE-S: Scorecard, displays agency metrics (met goal, needs improvement, failed to meet), includes four metrics monitors (prereq: SYS-SCORE-I)	1	142.00	
CAD-MAP-S: Advanced Mapping, unlimited layers (city, county, parcels, water, hydrants, patrol districts, etc.), 911 call plotting, subsequent (prereq: customer supplies ESRI maps [that pass ICS's verification process] and ESRI 97189 ArcGIS Windows Runtime License)	7	1,652.00	
24x7: After hours critical support (24 x 7) for mission critical applications	1	250.00	Yes
<b>Invoice Total</b>		<b>141,243.00</b>	

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**AGENDA DATE:** 10/21/14

**AGENDA ITEM:** 7F

**TITLE**

Consider a resolution approving a tree mitigation plan and related tree removal permit application for more than three trees associated with the Briarwood Armstrong Addition, located at 2801 Lakeview Parkway. (DP14-736)

**STAFF REPRESENTATIVE**

Garrett Langford, AICP, Principal Planner

**SUMMARY**

This is a request to remove more than three protected trees from a 12.608-acre tract of land located at 2801 Lakeview Parkway. (Attachment 1 Location Map). The applicant is proposing to remove 15 protected trees totaling in 183 caliper inches while preserving 22 protected trees totaling in 316 caliper inches in tree mitigation credit (Exhibit B – Tree Survey and Preservation Plan). In total, the applicant will be removing 27 trees (including protected and unprotected trees) from the 12.608-acre site.

The Planning and Zoning Commission unanimously recommended approval of this item at their October 14, 2014, Regular Meeting.

**BACKGROUND INFORMATION**

The applicant is proposing to develop the subject property with a 28,000 square-foot grocery store, a 4,000 square-foot retail space and a 3,500 square-foot restaurant space. The Development Plan will require approval from the Planning and Zoning Commission. Before the proposed Development Plan can be considered by the Planning and Zoning Commission, the tree mitigation plan must be approved by City Council.

The applicant is proposing to remove a total of 15 trees from the subject property that are protected as defined by the Rowlett Development Code. The applicant indicated the following reasons for each tree removal.

- Five protected trees (#301 – #305) are to be removed for a future detention pond.
- One protect tree (#287) to be removed for a drive aisle.
- Nine protected trees (#171 – #176, #162, #165, #167, and #201) to be removed for a fire lane.

Trees #301-305 are located in a proposed detention area. The necessity and the design of the detention pond are still being studied by the applicant and by City's Development Services Engineer. The level of detention will be determined by a hydrology study and the proposed improvement's impact on the floodplain. It may be possible to design the site without requiring the detention pond, which may result in not needing to remove trees #301-305. A condition of

approval of the tree removal permit should be subject to final approval of the engineering plans to ensure removal of the protected trees is limited to those that are necessitated by site improvements.

Section 77-508.H of the Rowlett Code of Ordinances states the purpose of tree preservation and lists the criteria for approval of a tree removal. The following section lists the criteria for a tree removal permit followed by Staff's recommendation.

## **DISCUSSION**

Per section 77-508. H of the Rowlett Development Code, "Tree preservation". The purpose of tree preservation is as follows:

1. Purpose. The purpose of this section is to encourage the preservation of long-established trees of sizes that, once removed, can be replaced only after many generations of tree growth; to preserve protected trees during construction; and to control the removal of protected trees. It is the intent of this section to achieve the following:
  - (a) Prohibit the indiscriminate clearing of trees from property;
  - (b) To the greatest extent possible, preserve and maintain protected trees so as to enhance the quality of development;
  - (c) Protect and increase the value of residential and commercial properties within the city by maintaining the city's current tree inventory;
  - (d) Maintain and enhance a positive image for the attraction of new business enterprises to the city;
  - (e) Protect healthy quality trees and promote the natural ecological environmental and aesthetic qualities of the city; and
  - (f) Help provide needed shaded areas in order to provide relief from the heat by reducing the ambient temperature.

The City Council shall deny a tree removal permit and associated tree survey and preservation plan if it is determined that:

1. Removal of the tree is not reasonably required in order to conduct anticipated activities;
2. A reasonable accommodation can be made to preserve the tree; or
3. The purpose and intent of this subchapter is not being met by the applicant.

The proposed tree removal is needed in order to conduct anticipated activities on the site and no reasonable accommodation could be made. To deny the removal will require the developer to substantially re-configure their proposed development. The applicant has identified 22 protected trees totaling in 316 caliper inches for tree replacement credits to offset the 183 inches to be removed.

## **FISCAL IMPACT**

N/A

## **RECOMMENDED ACTION**

Staff recommends approval of the request to remove 15 protected trees identified in Exhibit B subject to the following conditions:

1. Tree removal shall not be permitted until release of the civil engineering plans.
2. Removal of any of the 15 protected trees, not necessitated by grading or site improvements as indicated on the approved civil plans, shall be prohibited.

## **RESOLUTION**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS, GRANTING APPROVAL OF A TREE SURVEY/PRESERVATION PLAN AND ACCOMPANYING TREE REMOVAL PERMIT FOR THE BRIARWOOD ARMSTRONG ADDITION, BEING A TOTAL OF APPROXIMATELY 12.608 +/- ACRES OF LAND LOCATED AT 2801 LAKEVIEW PARKWAY AND BEING MORE PARTICULARLY DESCRIBED AS 12.608 +/- ACRES OF LAND IN THE REASON CRIST SURVEY, ABSTRACT NO. 225 AND THE U. MATTHUSEN SURVEY, ABSTRACT NO. 1017, CITY OF ROWLETT, DALLAS COUNTY AS DESCRIBED IN EXHIBIT 'A'; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Planning and Zoning Commission of the City of Rowlett and the governing body of the City of Rowlett, in compliance with the laws of the State of Texas and the ordinances of the City of Rowlett, have given the requisite notices by publication and otherwise, and where the governing body have legislative discretion and has concluded that this resolution is in the best interest of the City of Rowlett;

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS:**

**Section 1:** That the City Council of the City of Rowlett, Texas, hereby finds and determines that a proposed tree removal permit is needed in order to conduct anticipated development activities on the property described hereinafter and no reasonable accommodation could be made.

**Section 2:** That the property described in Exhibit 'A', attached hereto and incorporated herein, consisting of 12.608 +/- acres, is hereby granted approval of a Tree Survey/Preservation Plan (Exhibit 'B') and accompanying Tree Removal Permit, subject to the following conditions:

1. Tree removal shall not be permitted until release of the civil engineering plans.
2. Removal of any of the 15 protected trees, not necessitated by grading or site improvements as indicated on the approved civil plans, shall be prohibited.

**Section 3:** That should any sentence, paragraph, subdivision, clause, phrase or section of this resolution be adjudged or held to be unconstitutional, illegal, or invalid, the same shall not affect the validity of this resolution as a whole, or any part or provision thereof other than the part so decided to be invalid, illegal, or unconstitutional.

**Section 4**: That this resolution shall take effect immediately from and after its passage and the publication of the caption of said resolution as the law in such case provides

**ATTACHMENTS**

Exhibit A – Legal Description

Exhibit B – Tree Survey and Preservation Plan

Attachment 1 – Location Map

WHEREAS, We, Briarwood Capital Corporation , are the sole owners of a tract of land situated in the REASON CRIST SURVEY, ABSTRACT NO. 225 and the U. MATTHUSEN SURVEY, ABSTRACT NO. 1017, in the City of Rowlett, Dallas County, Texas, being the remainder of a called 27.306 acre tract of land described in deed to Schrade Properties, LP, recorded in Volume 2005106, Page 9291, Deed Records, Dallas County, Texas, and being more particularly described as follows:

BEGINNING at a 1/2-inch iron rod with red plastic cap stamped "W.A.I." set for corner in the Northerly right-of-way of Lakeview Parkway (State Highway 66), a variable width right-of-way, said iron rod being South 00 deg 57 min 47 sec East, a distance of 9.79 feet from the Southeast corner of a called 14.615 acre tract of land described in deed to KMS Retail Huntsville, LP, recorded in County Clerk's Instrument No. 200503630001, Official Public Records, Dallas County, Texas, and the Southeast corner of Lot 4A, Block A, Lukes Landing Addition, an addition to the City of Rowlett, Dallas County, Texas, according to the Final Plat thereof recorded in County Clerk's Instrument No. 20070080597, Official Public Records, Dallas County, Texas;

THENCE North 00 deg 57 min 47 sec West, with the Easterly line of said Lukes Landing Addition, and the Easterly line of KMS Retail Huntsville, LP tract, a distance of 472.25 feet to a point for corner from which a 5/8-inch iron rod with plastic cap stamped "K.H." found bears South 88 deg 03 min 20 sec West, a distance of 0.51 feet;

THENCE North 44 deg 59 min 52 sec East, with the Easterly line of said Lukes Landing Addition, a distance of 294.00 feet to a 1/2-inch iron rod with red plastic cap stamped "W.A.I." set for corner in the Southwesterly right-of-way line of a 7.5 foot Kenwood Drive Dedication as recorded, by plat, in Volume 85108, Page 1083, Deed Records, Dallas County, Texas;

THENCE South 45 deg 00 min 08 sec East, with the southwesterly right-of-way line of said 7.5 foot dedication, a distance of 311.22 feet to a point for corner from which a 1/2-inch iron rod found bears South 57 deg 04 min 57 sec West, a distance of 0.32 feet;

THENCE North 45 deg 06 min 34 sec East, a distance of 315.26 feet to a 1/2-inch iron rod with red plastic cap stamped "W.A.I." set for corner with the southeasterly line of Northpark, Phase I Addition, as recorded in Volume 90246, Page 2056, Deed Records, Dallas County, Texas, a Southerly corner of Kenwood Heights Addition No. 3 Addition, as recorded in Volume 74155, Page 2063 Deed Records, Dallas County, Texas, and the Northwesterly corner of Lot 3R Block A, LSW Rowlett Road Addition, an addition to the City of Rowlett, Dallas County, Texas, according to the Plat thereof recorded in Volume 2003113, Page 91, Deed Records, Dallas County, Texas;

THENCE South 45 deg 00 min 45 sec East, with the Southwest line of said Lot 3R, a distance of 591.16 feet to a 1/2-inch iron rod with red plastic cap stamped "W.A.I." set for corner at Northwesterly corner of a tract of land described in deed to Piedmont Rowlett Partners, LP, recorded in Volume 2003184, Page 9592, Deed Records, Dallas County, Texas;

THENCE South 00 deg 51 min 36 sec East, departing the Southwesterly line of said Lot 3R, Block A and along the Westerly line of said Piedmont tract and an East line of said Schrade tract, a distance of 236.48 feet to a 1/2-inch iron rod with plastic cap found for corner in the North right-of-way line of said Lakeview Parkway;

THENCE along the Northerly right-of-way line of Lakeview Parkway and the Southerly line of said Schrade tract the following:

South 89 deg 24 min 21 sec West, a distance of 565.37 feet to an aluminum monument found for corner;

South 86 deg 14 min 54 sec West, a distance of 100.13 feet to an aluminum monument found for corner;

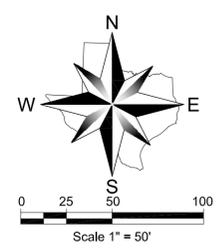
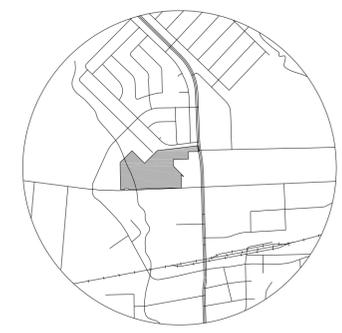
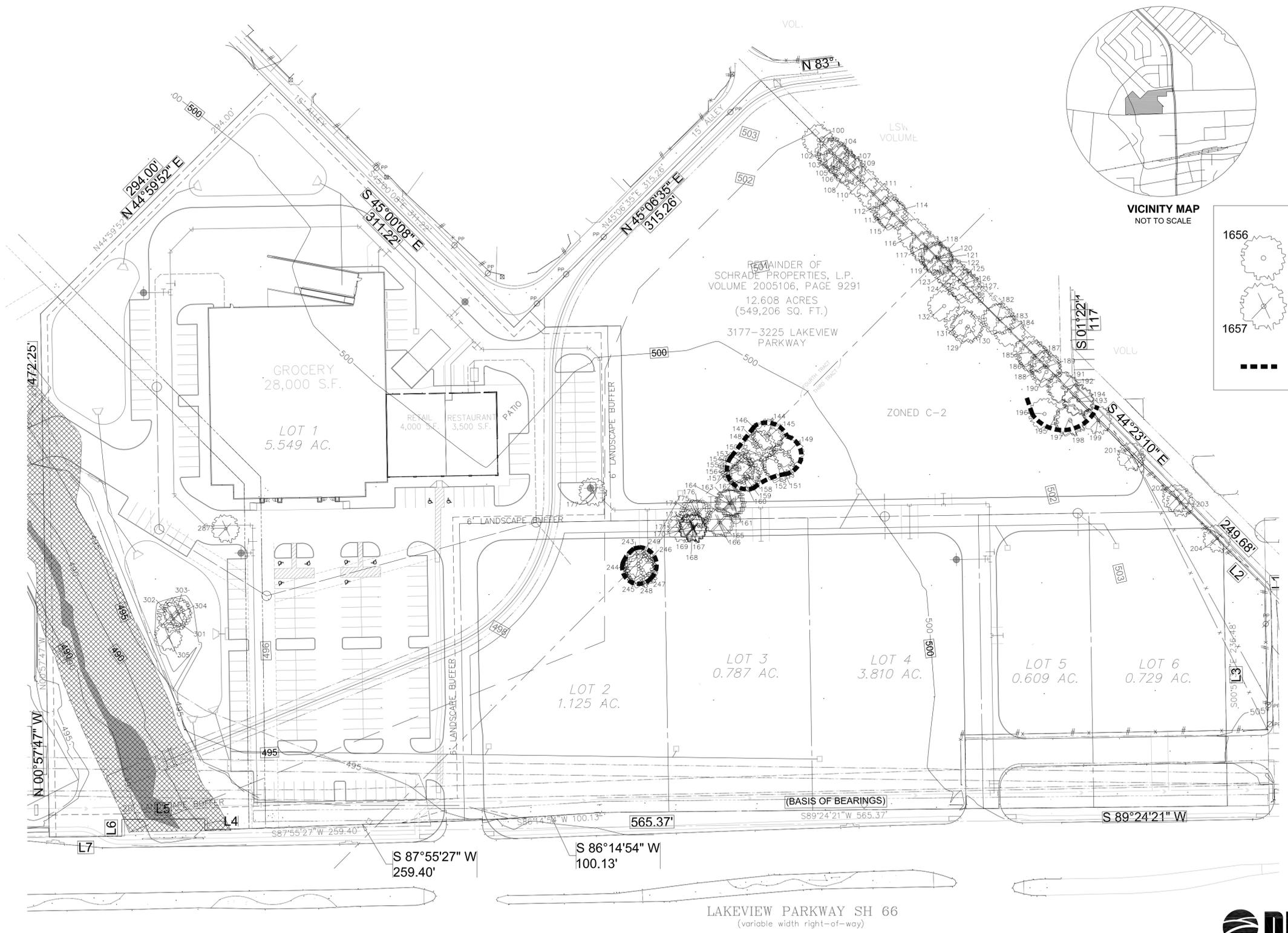
South 87 deg 55 min 27 sec West, a distance of 259.40 feet to a point for corner from which a 1/2-inch iron rod found bears North 31deg 38 min 19 sec West, a distance of 0.33 feet;

North 00 deg 19 min 26 sec West, a distance of 10.00 feet to a 1/2-inch iron rod found for corner;

South 89 deg 40 min 34 sec West, a distance of 75.00 feet to a 1/2-inch iron rod found for corner;

South 00 deg 19 min 26 sec East, a distance of 15.00 feet to a 1/2-inch iron rod found for corner;

South 89 deg 12 min 12 sec West, a distance of 65.57 feet to the POINT OF BEGINNING.  
CONTAINING within these metes and bounds 12.608 acres or 549,206 square feet of land, more or less.



**LEGEND**

- 1656 DENOTES TREE TO BE PRESERVED
- 1657 DENOTES TREE TO BE REMOVED
- LOCATION OF PROTECTIVE FENCE

**TREE REMOVAL DESCRIPTION**

301 - 305 REMOVED FOR DETENTION POND  
 287 REMOVED FOR DRIVE AISLE  
 177 REMOVED FOR GRADING AND FIRE HYDRANT  
 161 - 176 REMOVED FOR FIRE LANE  
 201 - 204 REMOVED FOR FIRE LANE

REF LEGEND SHEET L2

**DFL Group, LLC**  
 PARKS + OPEN SPACE PLANNING · LANDSCAPE ARCHITECTURE  
 8235B MID CITIES BLVD, NORTH RICHLAND HILLS TX 76180 817-479-0730



THIS ELECTRONIC DRAWING FILE IS RELEASED UNDER THE AUTHORITY OF JOHN R. FAIN, LANDSCAPE ARCHITECT REGISTRATION NUMBER 805-01-100214, WHO MAINTAINS THE ORIGINAL FILE. THIS ELECTRONIC DRAWING FILE MAY BE USED AS A BACKGROUND DRAWING, PURSUANT TO RULE 5.105(F) OF THE RULES AND REGULATIONS OF THE TEXAS BOARD OF ARCHITECTURAL EXAMINERS. THE USER OF THIS ELECTRONIC DRAWING FILE AGREES TO ASSUME ALL RESPONSIBILITY FOR ANY MODIFICATION TO OR USE OF THIS DRAWING FILE THAT IS INCONSISTENT WITH THE REQUIREMENTS OF THE RULES AND REGULATIONS OF THE TEXAS BOARD OF ARCHITECTURAL EXAMINERS. NO PERSON MAY MAKE MODIFICATIONS TO THIS ELECTRONIC DRAWING FILE WITHOUT THE LANDSCAPE ARCHITECT'S EXPRESS WRITTEN PERMISSION.

NO.	DATE	REVISION	APPROV.

**Winkelmann & Associates, Inc.**  
 CONSULTING CIVIL ENGINEERS SURVEYORS  
 8750 HILDCREST PLAZA DRIVE, SUITE 325 (972) 499-7096  
 TEXAS ENGINEERS REGISTRATION NO. 89 (972) 499-7096 FAX  
 10000 W. US HIGHWAY 75, SUITE 501 (972) 499-7096  
 COOPERVILLE, TX 75227 WINKELMANN & ASSOCIATES, INC.

SHEET L-1 OF 7

TREE SURVEY







City of Rowlett  
Staff Report

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75080-0099  
www.rowlett.com

**AGENDA DATE:** 10/21/14

**AGENDA ITEM:** 7G

**TITLE**

Consider a resolution approving a request for an alternative building material for a proposed single family home, new construction, located at 2102 Stone Hollow Drive (DP14-739).

**STAFF REPRESENTATIVE**

Garrett Langford, AICP, Principal Planner

**SUMMARY**

This a request for an Alternative Building Material (ABM) to allow a new single family home with a building exterior composed primarily of stucco. Per the Rowlett Development Code, new single family construction requires 100 percent brick and/or stone exterior. Alternative materials such as stucco may be recommended by the Planning and Zoning commission and may be approved by the City Council.

The Planning and Zoning Commission unanimously recommended approval of this item at their October 14, 2014, Regular Meeting.

**BACKGROUND INFORMATION**

The subject property is located at 2102 Stone Hollow Drive (Attachment 1 - Location Map) and is zoned Single Family Residential – 10. The applicants, Fernando and Jana Cerra, are proposing to construct a new single family home with an exterior composed of over 80 percent stucco with the remaining exterior consisting of stone (Exhibit A – Elevations). The façade facing Stone Hollow will consist primarily of stone while the side and rear elevations will consist entirely of stucco. The stucco will have a neutral beige color while the stone material will consist of natural color variations as depicted in Attachment 2 – Sample Building Materials. Two similar ABM requests for stucco were approved in the Stone Hollow subdivision located at 2202 Stone Hollow Drive and 2210 Stone Hollow Drive (Attachment 3 – Stone Hollow Addition Stucco Construction). While these prior approvals do not set a precedence, allowing stucco at 2102 Stone Hollow Drive would not be out of character with the similar materials used at 2202 and 2210 Stone Hollow Drive.

**DISCUSSION**

Per Section 77-508.C.1 of the Rowlett Development Code (RDC) 100 percent masonry is required:

- “(a) Buildings shall be of 100 percent brick and/or stone masonry construction per elevation, exclusive of roofs, doors, windows, dormers, and gables over the entrance of an extended garage. All chimneys shall be of masonry*

*construction in conformance and compliance with current building codes. Masonry chimney construction visible from the outside of the structure shall be of masonry units of brick or stone similar in appearance to the masonry utilized for the exterior elevations of the structure.*

- (b) *Alternatives to masonry construction may be recommended by the planning and zoning commission and may be approved by the city council.”*

The intent of the code is outlined in Section 77-508.A. of the RDC, “The standards of this section are intended to promote high-quality residential development and construction; protect property values; encourage visual variety and architectural compatibility; and promote an integrated character for Rowlett’s neighborhoods.” Although the material does not meet the code, the intent is met because of stucco’s durability, curb appeal and its versatility. Stucco is also weather-resistant, fire-resistant and impact-resistant. It primarily consists of a mixture of Portland cement, sand, lime and water.

There are two existing homes in the Stone Hollow subdivision located at 2210 Stone Hollow Drive and 2202 Stone Hollow Drive that use stucco as a primary exterior material. These homes were designed in a similar fashion as the proposed new home where the façade is primarily stone while the rest of the home is stucco. The ABM requests for 2202 Stone Hollow Drive and 2210 Stone Hollow Drive were approved in 2005 and 2013, respectively. Considering the quality of the material and the existence of similar architecture in subject property’s subdivision, Staff finds the request is acceptable and meets the intent of the Rowlett Development Code.

#### **FISCAL IMPACT/BUDGET IMPLICATIONS**

N/A

#### **RECOMMENDED ACTION**

Staff recommends approval of the alternative building material request for stucco on the proposed new single family located 2102 Stone Hollow Drive.

#### **RESOLUTION**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS, GRANTING A MINOR MODIFICATION TO ALLOW FOR ALTERNATE EXTERIOR BUILDING MATERIALS FOR A SINGLE FAMILY HOME LOCATED AT 2102 STONE HOLLOW DRIVE, BEING FURTHER DESCRIBED AS LOT 12, BLOCK A, OF THE STONE HOLLOW ADDITION TO THE CITY OF ROWLETT, TX, ROCKWALL, COUNTY; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Planning and Zoning Commission of the City of Rowlett and the governing body of the City of Rowlett, in compliance with the laws of the State of Texas and the ordinances of the City of Rowlett, have given the requisite notices by publication and otherwise, and where the governing body have legislative discretion and has concluded that this resolution is in the best interest of the City of Rowlett;

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS:**

**Section 1:** That a single family home located at 2102 Stone Hollow Drive, being further described as Lot 12, Block A, of the Stone Hollow Addition to the City of Rowlett, Rockwall County, Texas be and is hereby granted a minor modification from the 100 percent brick and/or stone masonry building exterior requirements to allow for alternate exterior building materials, specifically to allow ¾ inch cement based stucco, as shown on Exhibit 'A', Architectural Elevations.

**Section 2:** That should any sentence, paragraph, subdivision, clause, phrase or section of this resolution be adjudged or held to be unconstitutional, illegal, or invalid, the same shall not affect the validity of this resolution as a whole, or any part or provision thereof other than the part so decided to be invalid, illegal, or unconstitutional.

**Section 3:** That this resolution shall take effect immediately from and after its passage and the publication of the caption of said resolution as the law in such case provides.

**ATTACHMENTS**

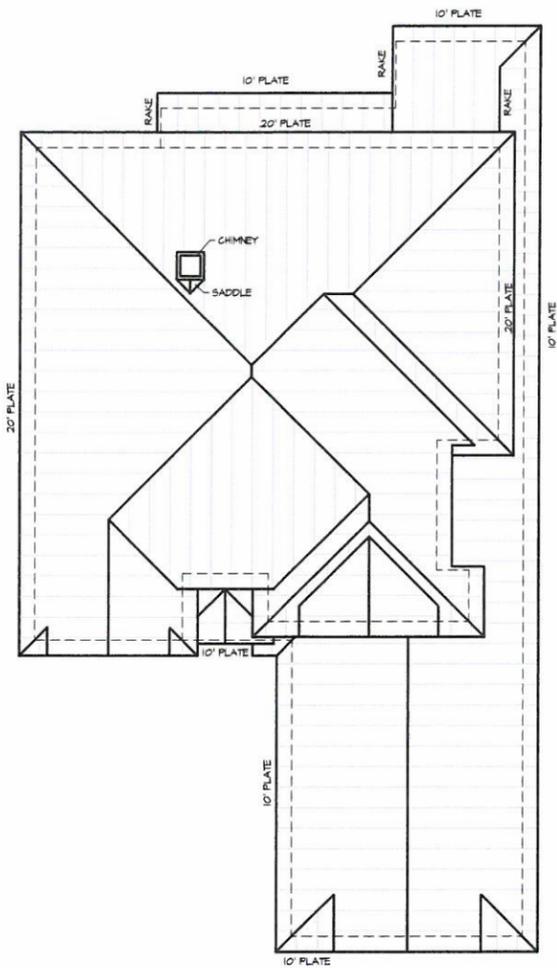
Exhibit A – Building Elevations

Attachment 1 – Location Map

Attachment 2 – Sample Building Materials

Attachment 3 – Stone Hollow Stucco Construction

REVISIONS:



ROOF PLAN

SCALE: 1/8" = 1'-0"



REAR ELEVATION

SCALE: 1/4" = 1'-0"  
(SOUTH)



FRONT ELEVATION

SCALE: 1/4" = 1'-0"  
(NORTH)

BUILDING/FACADE/ELEVATION PLAN

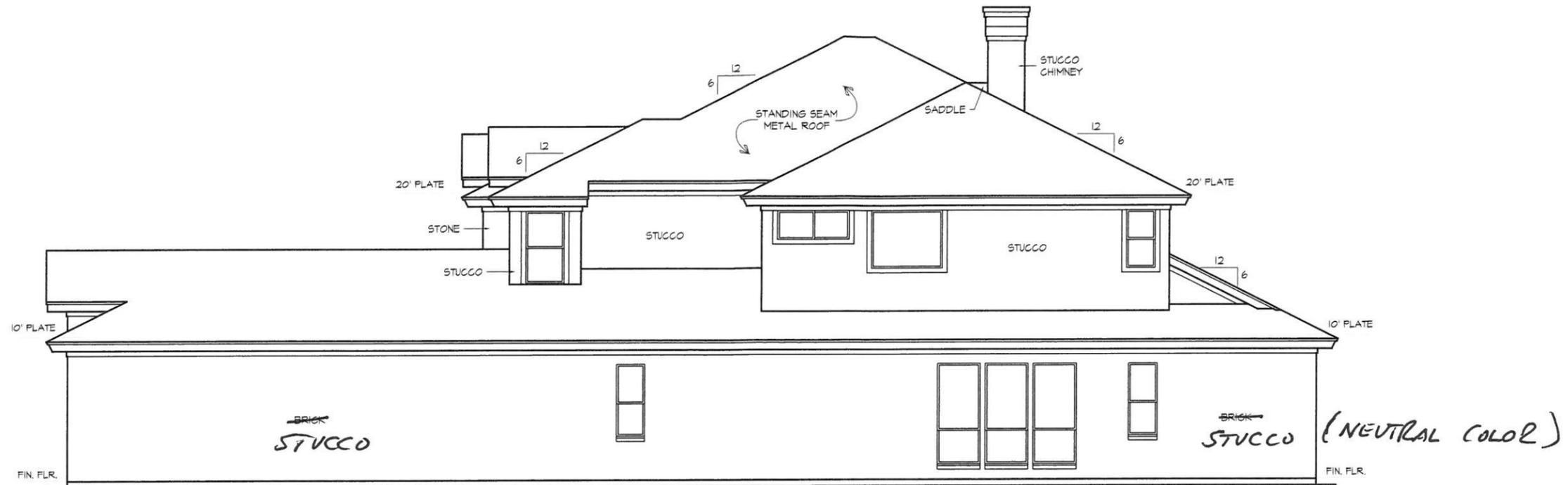
FERNANDO & JANA CERRA  
2102 STONE HOLLOW DRIVE  
ROWLETT, TEXAS 75068  
LEGAL: STONE HOLLOW ADDITION, BLOCK A LOT 12  
STONE HOLLOW ESTATES

Charles D. Shearer Design, Inc.  
1200 W. State Street  
Garland, Texas 75040  
972.485.5715

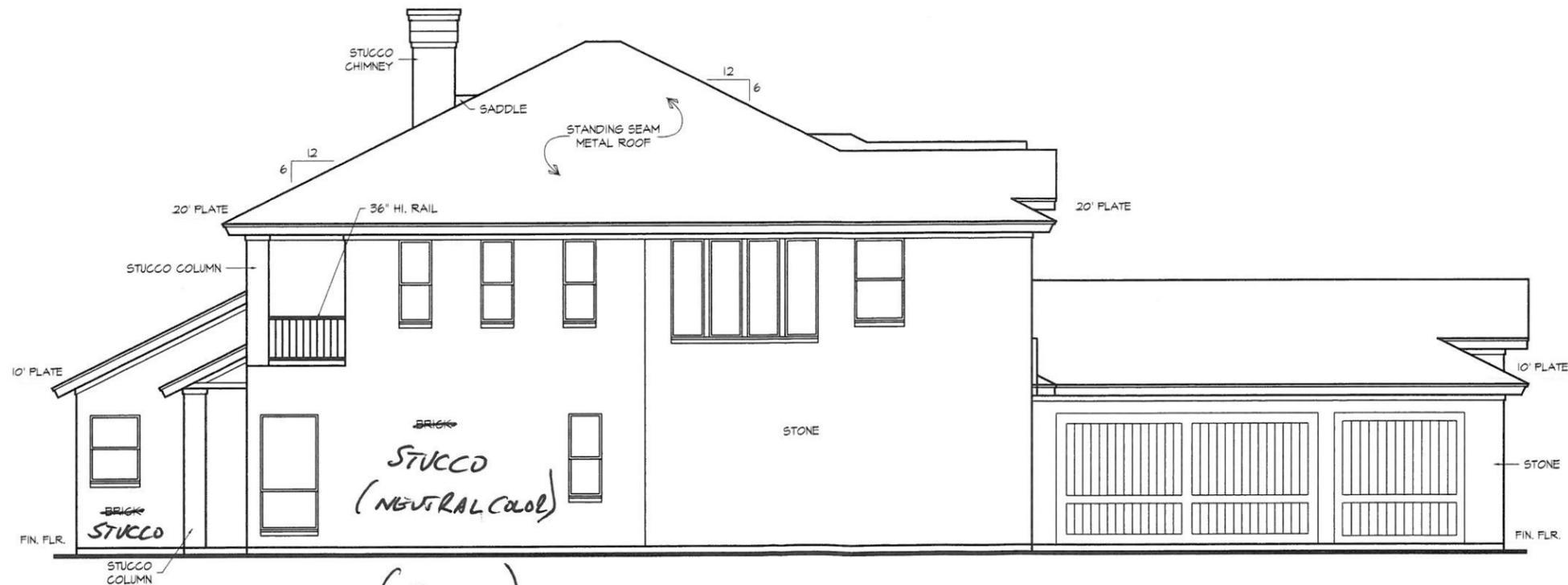


PLAN: 3722  
SHEET: A3.0

SUBMISSION DATE 09/16/14



**RIGHT ELEVATION (WEST)**  
SCALE: 1/4" = 1'-0"



**LEFT ELEVATION (EAST)**  
SCALE: 1/4" = 1'-0"

BUILDING/FACADE/ELEVATION PLAN

REVISIONS:

FERNANDO + JANA CERDA  
 202 STONE HOLLOW DR.  
 ROWLETT, TX 75088  
 LOCAL: STONE HOLLOW ADDITION, BLOCK A, LOT 12  
 STONE HOLLOW ESTATES

Charles D. Shearer Design, Inc.  
 1200 W. State Street  
 Garland, Texas 75040  
 972.485.5715



PLAN: 3722  
 SHEET: A4.0

SUBMISSION DATE: 9/16/14





Try these top picks to coordinate with  
light gray/tan/cream features

Pruebe las mejores selecciones para coordinar con las  
características crema/canela/gris claro

# Cerra Residence

2006-10B  
Lyndhurst  
Gallery  
Beige

C12  
Sno



## Stone Hollow Stucco Construction

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# Stone Hollow Stucco Construction

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2202 Stone Hollow Drive (ABM approved 2005)



2202 Stone Hollow Drive (ABM approved 2005)



## City of Rowlett Staff Report

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75080-0099  
www.rowlett.com

**AGENDA DATE:** 10/21/14

**AGENDA ITEM:** 7H

### **TITLE**

Consider action to approve a resolution opposing the construction of the private toll road project known as the Northeast Gateway in the City of Rowlett and its Extraterritorial Jurisdiction.

### **STAFF REPRESENTATIVE**

Brian Funderburk, City Manager  
Tim Rogers, Director of Public Works

### **SUMMARY**

The multi-modal Blacklands Corridor Feasibility Study will evaluate the need for a new transportation facility along or near the Northeast Texas Rural Rail Transportation District (NETEX) right-of-way from IH 30 in Hunt County to the President George Bush Turnpike in Dallas County. The purpose of this item is to formally establish a position to support the Blacklands Study and oppose the construction of a tollway.

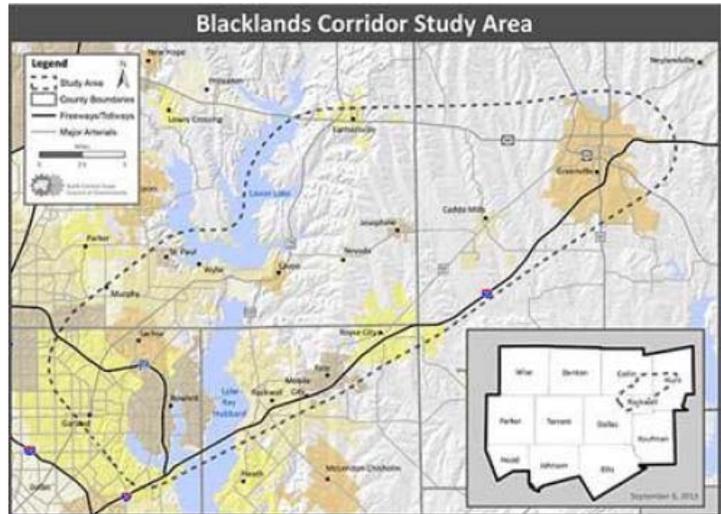
### **BACKGROUND INFORMATION**

The Blacklands Corridor study area covers portions of Dallas, Collin, Rockwall and Hunt counties. Serving as a link between the bustling urban areas in the southwest and the more rural counties of the northeast, the North Central Texas Council of Governments (NCTCOG) expects the corridor to add just shy of 200,000 new residents by 2035. In anticipation of increased traffic, the agency has initiated a transportation feasibility study, looking at options for reducing congestion across the corridor. In order to gather as much information as possible, staff has attended public meetings, met with our neighboring municipal leaders and sought feedback from NCTCOG representatives.

On October 14, 2014, at a special meeting, the City Council received an update on the Blacklands Corridor Feasibility Study and proposed Northeast Gateway Tollway Project. Based on the resulting discussion, Council came to a consensus to establish a position for the Blacklands Study (support) and the proposed tollway project (oppose) and prepare a resolution for the next meeting.

### **DISCUSSION**

Since initiating a feasibility study in the Blacklands corridor last year, NCTCOG has determined that transportation needs exist in the area, which stretches from Greenville to Garland and includes portions of Collin, Dallas, Hunt, and Rockwall counties.



Planners are currently conducting a multi-modal analysis of different transportation alternatives and alignments to guide development of solutions and conceptual projects. A final report in December will present recommended transportation improvement strategies for the entire corridor. Planners have assessed existing conditions, identified issues, conducted baseline forecasts, and generated alternatives. Using four criteria—safety, mobility, environmental impact and economic development, they are evaluating the alternatives utilizing the strategies listed below:

**Blacklands corridor conceptual strategies** (Note: To date, each strategy has been evaluated individually.)

1. Baseline – no build strategy (only construct projects in Mobility 2035 MTP – 2013 Update)
2. Travel options/transportation systems management/intelligent transportation systems strategy
3. Bicycle/pedestrian facilities strategy
4. Freight rail strategy
5. Transit strategy
6. Improvement of arterials (SH 66, SH 78, US 380, etc.) strategy
7. Bottleneck improvements of IH 30 strategy
8. Expansion of IH 30 facility strategy (general purpose/HOV/managed lanes)
9. **New location highway/freeway/tollway strategy**

The focal point of the public meetings has become strategy number nine (9), New location highway/freeway/tollway strategy. The public meeting with NCTCOG and Public Werks was cut short, September 4, 2014, in Lavon due to exceeding maximum occupancy restrictions. NCTCOG rescheduled the September 4<sup>th</sup> public meeting for September 22<sup>nd</sup> at the Uteley Middle School in Rockwall, which had approximately 1,300 people attend.

Neil Barker and Ken Hughes, representatives of Public Werks have been conducting more local public meetings to discuss the potential tollway. NCTCOG has not participated in these meetings. Two of these meetings were held in Rowlett on October 2, 2014, at the Comfort Suites and staff was present at the morning session. The meeting was an open forum for individuals affected to learn more of the potential project. There was no formal presentation and Public Werks conveyed no new information at this time. Attendance was low, there were approximately 15 at the morning meeting.

At the conclusion of the public input process, the next step is for Public Werks to conduct an Environmental Impact Study on the selected route of the proposed tollway.

City Council reviewed all available information provided (Blacklands Corridor Feasibility Study (NCTCOG), NCTCOG & TTC/Public Werks public meetings, newsletters, and tours) for the potential strategies within the study. The focal point within the study is strategy number nine, which included the construction of a private toll road (Northeast Gateway). City Council acknowledges and supports long-range, comprehensive and regional transportation planning.

## **FINANCIAL/BUDGET IMPLICATIONS**

N/A

## **RECOMMENDED ACTION**

Staff recommends City Council approve a resolution opposing the construction of the private toll road project known as the Northeast Gateway in the City of Rowlett and its Extraterritorial Jurisdiction.

## **RESOLUTION**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS, IN OPPOSITION TO THE CONSTRUCTION OF THE PRIVATE TOLL ROAD PROJECT KNOWN AS THE NORTHEAST GATEWAY IN THE CITY OF ROWLETT AND ITS EXTRATERRITORIAL JURISDICTION; AND, PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council of the City of Rowlett, Texas (“City Council”) supports and encourages regional long-range planning initiatives; and

**WHEREAS**, the North Central Texas Council of Governments (“NCTCOG”) has conducted a regional study known as the Blacklands Corridor Feasibility Study to evaluate and develop various transportation strategies in a broad area encompassing Garland to Greenville, and I-30 to US 380, including Rowlett; and

**WHEREAS**, a limited-access tollway known as the Northeast Gateway Tollway Project has been discussed as a potential solution for the transportation strategies identified in the Blacklands Corridor Feasibility Study, and such tollway is expected to be built in part in Rowlett; and

**WHEREAS**, the City Council has held work sessions, attended meetings and received input regarding the Blacklands Corridor Feasibility Study and Northeast Gateway Tollway Project; and

**WHEREAS**, any tollway route through the City of Rowlett would create irreparable damage to the quality of life of residents in the northern half of the City, particularly in the Waterview Subdivision, North Shore area, Community Park and the Waterview Golf Club and, is inconsistent with the community’s vision as adopted in the City of Rowlett’s Comprehensive Plan, *Realize Rowlett 2020*; and

**WHEREAS**, the City Council believes that improvements to US Interstate Highway 30 (I-30) are a key element to the transportation challenges in the Blacklands Study area as they would address key bottlenecks at Dalrock Road in Rowlett, across Lake Ray Hubbard and through the City of Rockwall, and could further add capacity through managed lanes from Rowlett to Fate.

**WHEREAS**, the City Council also believes that further improvements to I-30 as part of the I-30/US80 East Corridor Project (“East Corridor”) would expand main lane capacity, enhance access, and improve local interchanges to maximize economic development.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS:**

**Section 1:** That the City Council of the City of Rowlett, Texas, hereby opposes the route alternatives of the proposed Northeast Gateway Tollway Project as they impact the City of Rowlett and its Extraterritorial Jurisdiction.

**Section 2:** That the City Council of the City of Rowlett, Texas, hereby supports the I-30 Bottleneck Project and I-30 Reconstruction Project identified in the Blacklands Corridor Feasibility Study.

**Section 3:** That the City Council of the City of Rowlett, Texas, hereby supports further improvements to I-30 as part of the I-30/US80 East Corridor Project as it affects I-30, and further recommends that the East Corridor Project currently under consideration by the Texas Department of Transportation be extended further east, beyond Dalrock Road and be included, as an amendment, in the current Mobility 2035 Transportation Plan.

**Section 4:** This resolution shall become effective immediately upon its passage.

## **ATTACHMENT**

Attachment 1 – Letter to NCTCOG

*Mayor* ~ Todd Gottel  
*Mayor Pro Tem* ~ Michael Gallops  
*Deputy Mayor Pro Tem* ~ Carl Pankratz

*City Council* ~  
 Rick Sheffield  
 Tammy Dana-Bashian  
 Debby Bobbitt  
 Robbert van Bloemendaal

*City Manager* ~ Brian Funderburk



*A unique community where families  
 enjoy life and feel at home*

October 15, 2014

Mr. Mike Eastland, Executive Director  
 North Central Texas Council of Governments  
 P.O. Box 5888  
 Arlington, TX 76005-5888

Mr. Mike Cantrell, Chairperson  
 Regional Transportation Council  
 411 Elm St  
 Dallas, TX 75202

Re: Blacklands Corridor Feasibility Study, Proposed Northeast Gateway Tollway Project, and I-30 East Corridor

The North Central Texas Council of Governments ("NCTCOG") has been conducting a study referred to as the Blacklands Corridor Feasibility Study ("Blacklands Study") to evaluate and develop various transportation strategies in a broad area encompassing Garland to Greenville, and I-30 to US 380, including Rowlett. Planners have assessed existing conditions, conducted forecasts and generated alternatives using four evaluation criteria – safety, mobility, environmental impact and economic development. The Blacklands Study, while still not formally approved by NCTCOG, has resulted in nine conceptual strategies including the Northeast Gateway Tollway Project ("Tollway Project"). The proposed west terminus of the Tollway Project is currently planned to intersect the President George Bush Tollway ("PGBT") in Rowlett.

It is our understanding that the NCTCOG will rely on the Blacklands Study in considering recommendations to amend the Mobility 2035 MTP – 2013 Update. It is our further understanding that the Regional Transportation Council ("RTC") plan to consider those recommendations at its November 13, 2014 meeting.

On Tuesday, October 14, 2014, the Rowlett City Council met to discuss the Blacklands Study and proposed Tollway Project. After three formal Council meetings, attending numerous public meetings, and meeting directly with representatives from Public Werks and the Texas Turnpike Corporation, Rowlett is prepared to take a firm position with regard to the Blacklands Study and proposed Tollway Project as follows:

1. The City of Rowlett believes that any toll road project is the wrong solution to address Texas' transportation challenges. Additionally, the Tollway Project proposed in the Blacklands Study area would create irreparable damage to the quality of life of residents in the northern half of the City, particularly in the Waterview Subdivision, Northshore area, Community Park and the Waterview Golf Club; and, is inconsistent with the community's vision as adopted in the City of

Rowlett Comprehensive Plan, *Realize Rowlett 2020*. Therefore, the City of Rowlett strongly opposes the proposed route alternatives of the Tollway Project and any toll road project that impact the City of Rowlett.

2. The City of Rowlett believes that improvements to I-30 are a key element to the transportation challenges in the Blacklands Study area as they would address key bottlenecks at Dalrock Road in Rowlett, across Lake Ray Hubbard and through Rockwall and would further add capacity through managed lanes from Rowlett to Fate. Therefore, the City of Rowlett strongly supports the I-30 Bottleneck Projects and I-30 Reconstruction Projects identified in the Blacklands Study.
3. The City of Rowlett also believes that further improvements to I-30 as part of the I-30/US80 East Corridor Project ("East Corridor") would expand main lane capacity, enhance access and would improve local interchanges to maximize economic development. Therefore, the City of Rowlett strongly supports the East Corridor as it affects I-30 and further recommends that the East Corridor currently under consideration by the Texas Department of Transportation ("TxDOT") be extended further east, beyond Dalrock Road and be included, as an amendment, in the current Mobility 2035 transportation plan.

Sincerely,



Todd W. Gottel  
Mayor

CC:

Representative Cindy Burkett, House Transportation Committee  
Victor Vandergriff, Texas Transportation Commission Commissioner  
Michael Morris, Director of Transportation, North Central Texas Council of Governments  
Rowlett City Councilmembers  
Brian Funderburk, Rowlett City Manager



# City of Rowlett

## Staff Report

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75080-0099  
www.rowlett.com

**AGENDA DATE:** 10/21/14

**AGENDA ITEM:** 8A

### **TITLE**

Conduct a public hearing and take action to approve an ordinance granting Major Warrants for Urban Village Form Based Code standards relating to building frontage, building orientation, block size, building transparency, signage, and open space for a church located at 4405, 4501, 4591, 4595, and 4825 Main Street.

### **STAFF REPRESENTATIVE**

Daniel Acevedo, Urban Designer

### **SUMMARY**

The applicant, First United Methodist Church, is requesting Major Warrants to waive or reduce several Form Based Code (FBC) Urban Village (UV) standards in order to construct their desired church building on the subject property (Attachment 1- Location Map). The requested warrants detailed in this report include the following: building frontage, building orientation, block size, building transparency, signage, and open space. Per the Form Based Code (FBC), Major Warrants are used for exceptions to the code that are not consistent with a provision or the intent of the code, but may or may not deter the overall implementation of the district.

In this case, Staff and the Urban Design Officer (UDO) are supportive of the request. While civic buildings, including churches and church campuses can and should maintain a more urban form within the FBC areas, it is not reasonable to think that they will function in the same way as the other allowable product types in the UV District. Additionally, the Church has been willing to work with Staff and the UDO to meet critical elements of the Code so as not to deter the ultimate build out of the District.

### **BACKGROUND INFORMATION**

Upon adoption of the Form Based Code and the Downtown Regulating Plan on November 7, 2012 (Attachment 2- Regulating Plan), the subject property was zoned Form Based Urban Village District (FB UV). The First United Methodist Church has owned the subject property since 2010 with the intent to expand their Church campus in the future. To that end, they were active participants in the Realize Rowlett 2020 process and subsequent rezoning. Prior to the 2012 rezoning, members of the Church's Building Committee met with City Staff and the Realize Rowlett 2020 consultant team to discuss potential options for their site and how they might be able to leverage a portion of their land for private investment to help further the Church's goals.

In September of 2013, City Staff met with Church representatives to review preliminary plans, and then subsequently conducted a half-day design workshop with the City's UDO and the Church's design team to further align the design with the FBC and Regulating Plan standards. Staff and

the UDO were sensitive to the Church's concerns when providing alternative design suggestions in order to attempt to manipulate the building in a way that would not compromise their desired functions, and would bring the site into further compliance.

As previously mentioned, Staff and the UDO are generally supportive of the request due to unique circumstances of the user. Approval of these Major Warrants will allow this user to expand the existing church campus and continue to be a valuable addition to the Downtown District. With that said, Major Warrants should be evaluated on a case-by-case basis and should not be seen as setting precedence.

The Planning and Zoning Commission unanimously recommended approval of this item at their September 23, 2014 meeting, with the stipulation that the Monument Sign shall not be internally lit.

**It is important to note that this Major Warrant request only pertains to the specific elements outlined in detail below. All renderings and plans provided herein are intended to show the applicant's intent as it pertains to the specific Major Warrant requests. However, detailed Development Plans will be subject to all other FBC requirements and administrative approval. Major Warrant approval does not constitute development approval.**

## **DISCUSSION**

The Major Warrants requested are outlined below. Staff has included commentary in italics below each request:

**1. Exemption from the block size and configuration requirements (as seen in Attachment 3 – Site Plan);**

*As previously mentioned, First United Methodist Church has been planning a church campus long before the Form Based Code was established, and has fully engaged the process up to this point. Staff and the UDO have worked with the applicant through two design workshops to ensure that the programmatic needs of the site are addressed, and conform, as close as possible, to typical block and lot layouts. Site features include the incorporation of clearly defined vehicular and pedestrian connections throughout the site, including the use of a slip street (similar to the browsing lane), provision for centralized open space and gateway opportunities, as well as incorporation of non-church related development along PGBT. In light of the intended use of the building as a Church and their desired internal format this warrant may be considered appropriate.*

**2. Exemption from the fee in lieu requirement for public Open Space (as seen in Attachment 4 – Open Space Diagram);**

*In addition to providing 32 percent of the required open space, the applicant is providing additional communal space, designed in such a way to enhance and maximize interaction*

*with the public realm. These features include shaded pedestrian trails, water features, a monument and garden. These items were not able to be counted in the public open space calculation due to their lack of immediate adjacency to building frontage, but are elements that are rightly placed and would otherwise meet that criteria. If counted together, the total open space would exceed the minimum requirement of 10 percent public open space. At this point, staff feels that an additional fee in lieu requirement would be out of place, due to the effort gone into provision for enhanced open space within the public realm.*

**3. Exemption from the continuous building frontage standard of 80 percent along Main Street (as seen in Attachment 3 – Site Plan);**

*The request for exemption of continuous building frontage is primarily due to the existing site configuration and constraints with expanding the existing footprint, to create a complex that is fully interconnected. The multi-phasing of expansion, continually brings the building into further conformance as incremental growth occurs. The challenge with the church is in expanding at reasonable locations that functionally create a coherent floor plan. Through the design workshop, the applicant, along with Staff and the UDO, has gone through the exercise of mitigating that concern over the long term, by providing landscape features along Main Street that enhance the public realm and soften the impact of the setback.*

**4. Exemption from the requirement to provide functioning building entries no greater than 60 feet apart (as seen in Attachment 5 – Building Elevations);**

*When considering requirements for functioning entries, two items should be highlighted. First, the fronting façades on Phase 1 will end up as internal to the building envelope upon further development. Not only is the church planning a multi-phased approach, but is also phasing the building expansions in such a way to allow for incremental growth. The requirement for multiple entry points provides an additional challenge in programming for future internal space. Secondly, when looking at this user as a typology, the functionality of a single entry façade is consistent with this type of Landmark project.*

**5. Reduction of transparency in Phase 1, from the minimum 30 percent required along Main Street and PGBT to 17.77 percent on the south façade (main street) and 13.28 percent on the east façade (PGBT) (as seen in Attachment 5 – Building Elevations);**

*The reduction of transparency provided is offset by several key factors. As phasing takes place, these façades will be embedded in the building envelope. Furthermore, Phase 1 is set back a significant distance from the road and mitigates the impact felt by the reduction in that factor. Finally, due to programmatic limitations with a church typology, staff feels it may be appropriate for this type of user to have a reduction in transparency.*

**6. Allowing a monument sign along Main Street (as seen in Attachment 3 – Site Plan), but conforming to the standard below:**

- a. *Monument signs shall be limited to a maximum height of six feet (6'). The maximum size for the sign area is 35 square feet per sign face. Every monument sign shall be required to have a minimum one-foot masonry base, measured from grade level to the bottom of the sign area. The base shall be landscaped.*
- b. *All building materials and colors utilized for construction of monument bases and sign frames shall match the main building on the lot, unless otherwise approved by Minor Warrant.*
- c. *Signs shall be located so as not to impede pedestrian circulation and block visibility for vehicles entering or leaving a site.*
- d. *Monument sign shall not be internally lit.*

*Main Street is of the utmost significance to the City as a gateway into Downtown. In this case, staff and the UDO feel it is not appropriate to permit the same size sign area and height that is permitted in the FBC along Lakeview and PGBT. That being said, this specific request is not only a way-finding mechanism, further necessitated by the building setback, but a conventional method of civic building signage that is expected for this building typology. The previously mentioned criteria are a set of requirements that have been internally vetted to establish a standard that minimizes impact on the public realm while providing adequate signage.*

**7. Allowing a monument sign along SH190 Service Road (PGBT) (as seen in Attachment 3 – Site Plan), but conforming to FBC 5.4.11(a-c) and the additional standard below:**

- a. *Every monument sign shall be required to have a minimum one-foot masonry base, measured from grade level to the bottom of the sign area. The base shall be landscaped.*
- b. *All building materials and colors utilized for construction of monument bases and sign frames shall match the main building on the lot, unless otherwise approved by Minor Warrant.*
- c. *Signs shall be located so as not to impede pedestrian circulation and block visibility for vehicles entering or leaving a site.*
- d. *Monument sign shall not be internally lit.*

*Due to the adjacency and impact to Main Street, staff and the UDO feel that it is important to formulate this extra provision for the signage along PGBT at this location.*

**Public Hearing Notices:**

Notice of this public hearing was mailed, posted, and published in accordance with State Law and the Rowlett Development Code. Sixteen notices were mailed on September 5, 2014, and as of Friday October 10, 2014, Staff has received two responses in favor of the request.

**FINANCIAL/BUDGET IMPLICATIONS**

N/A

**RECOMMENDED ACTION**

The Planning and Zoning Commission unanimously recommended approval of this item at their September 23, 2014 Meeting, with the stipulation that the Monument Sign shall not be internally lit.

Based on the abovementioned analysis, Staff and the UDO are supportive of the request. The official UDO recommendation can be viewed as Attachment 6.

**ORDINANCE**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS, GRANTING MAJOR WARRANTS FOR PROPERTY LOCATED AT 4405, 4501, 4591, 4595, AND 4825 MAIN STREET, FOR THE FIRST UNITED METHODIST CHURCH, TO ALLOW EXEMPTIONS FROM THE BLOCK SIZE AND CONFIGURATION, FEES-IN-LIEU OF OPEN SPACE, CONTIGUOUS BUILDING FRONTAGE, ENTRY SPACING, AND TRANSPARENCY STANDARDS, AND ALLOWING MONUMENT SIGNAGE; PROVIDING A REPEALING CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Planning and Zoning Commission of the City of Rowlett and the governing body of the City of Rowlett, in compliance with the laws of the State of Texas and the ordinances of the City, have given requisite notice by publication and otherwise, and after holding due public hearings and affording a full and fair hearing to all property owners generally and to all persons interested and situated in the affected area and in the vicinity thereof, and in the exercise of its legislative discretion have concluded that these Major Warrants should be approved.

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS:**

**Section 1:** That the City Council of the City of Rowlett, Texas does hereby grant the following major warrants, further described in Attachments 3-5, which attachments are incorporated herein, for the First United Methodist Church, for property located at 4405, 4501, 4591, 4595, and 4825 Main Street, and being further described as 13.0641 +/- acres of land in the Thomas Payne Survey, Abstract 1165, Page 360, Tract 14, 15, 16, 17, 18, and Page 650, Tract 3, Rowlett, Dallas County, Texas, ("Property"), without waiving any

other requirement imposed by the City's Form Based Code zoning applicable to the property:

1. The Property is exempt from the block size and configuration requirements;
2. The Property is exempt from the fee-in-lieu requirement for public Open Space;
3. The Property is exempt from the continuous building frontage standard of 80 percent along Main Street;
4. The Property is exempt from the requirement to provide functioning building entries no greater than 60 feet apart;
5. A reduction in transparency in Phase 1, from the required minimum of 30 percent to a minimum of 17.77 percent on the south façade (facing Main Street) and a minimum of 13.28 percent on the east façade (facing the President George Bush Turnpike (PGBT), is hereby authorized;
6. A monument sign along Main Street is hereby authorized, subject to and conforming to the following standards:
  - i. The monument sign shall be limited to a maximum height of six feet (6'). The maximum size for the sign area is 35 square feet per sign face. The monument sign shall be required to have a minimum one-foot masonry base, measured from grade level to the bottom of the sign area. The base shall be landscaped.*
  - ii. All building materials and colors utilized for construction of the monument base and sign frame shall match the main building on the lot, unless otherwise approved by Minor Warrant.*
  - iii. The monument Signs shall be located so as not to impede pedestrian circulation or to impair visibility for vehicles entering or leaving the site.*
  - iv. The monument sign shall not be internally lit.*
7. An additional monument sign is hereby authorized to be situated along the service road for the President George Bush Turnpike (Texas Highway 190), in conformance with Section 5.4.11(a) – (c) of the City's Form Based Code zoning, and subject to and conforming to the following additional standards:
  - i. The monument sign shall be required to have a minimum one-foot masonry base, measured from grade level to the bottom of the sign area. The base shall be landscaped.*
  - ii. All building materials and colors utilized for construction of the monument base and sign frame shall match the main building on the lot, unless otherwise approved by Minor Warrant.*

- iii. *The sign shall be located so as not to impede pedestrian circulation and or impair visibility for vehicles entering or leaving the site.*
- iv. *The monument sign shall not be internally lit.*

**Section 2:** That all development and use regulations and requirements imposed on property in the City's Form Based Code – Urban Village zoning district shall apply to the development and use of the Property unless in conflict with this ordinance, in which case the provisions of this ordinance shall prevail. Nothing contained within this ordinance shall be deemed to grant or otherwise approve any permit or development plan.

**Section 3:** That all provisions of the ordinances of the City of Rowlett in conflict with the provisions of this ordinance as applicable to the Property be and the same are hereby repealed and all other provisions of the ordinances of the City of Rowlett not in conflict with the provisions of this ordinance shall remain in full force and effect.

**Section 4:** That an offense committed before the effective date of this ordinance is governed by the prior law and the provisions of the Comprehensive Zoning Ordinance, as amended, in effect when the offense was committed and the former law is continued in effect for this purpose.

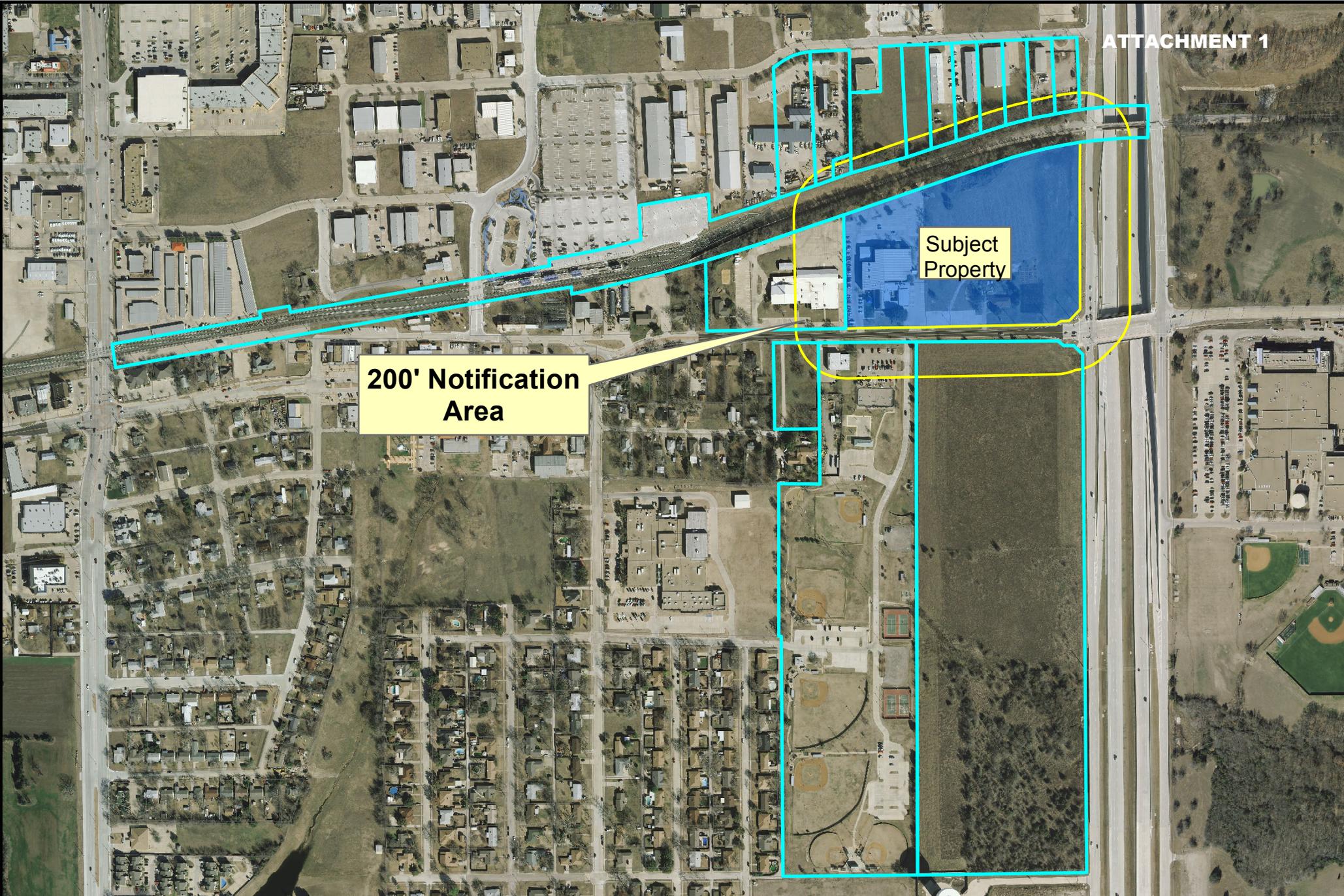
**Section 5:** That should any sentence, paragraph, subdivision, clause, phrase or section of this ordinance be adjudged or held to be unconstitutional, illegal, or invalid, the same shall not affect the validity of this ordinance as a whole, or any part or provision thereof other than the part so decided to be invalid, illegal, or unconstitutional.

**Section 6:** That any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Code of Ordinances of the City of Rowlett, as heretofore amended, and upon conviction shall be punished by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense; and each and every day such violation shall continue shall be deemed to constitute a separate offense.

**Section 7:** That this ordinance shall take effect immediately from and after its passage and the publication of the caption of said ordinance as the law and Charter in such cases provide.

## **ATTACHMENTS**

- Attachment 1 – Location Map
- Attachment 2 – Regulating Plan
- Attachment 3 – Site Plan
- Attachment 4 – Open Space Diagram
- Attachment 5 – Building Elevations
- Attachment 6 – UDO Recommendation
- Attachment 7 – Property Owner Responses



**200' Notification Area**

**Subject Property**

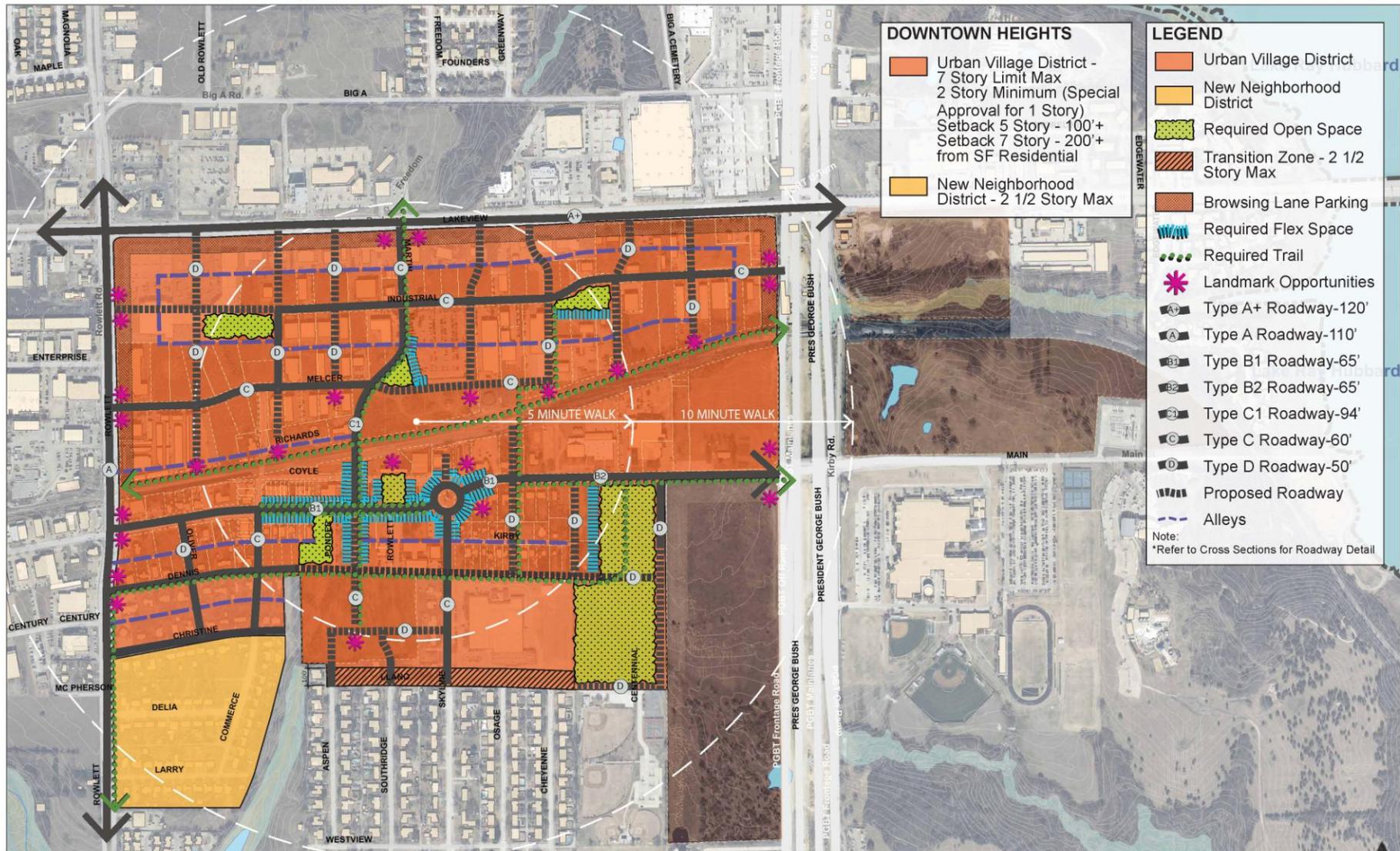


**4405 Main ST**  
**First Rowlett United Methodist Church**  
**Map Created: September 3, 2014**



**200 FT NOTIFICATION AREA MAP**

# Downtown (E4) - Regulating Plan



First Rowlett United Methodist Church

4405 Main Street  
Rowlett, Texas 75088  
ph 972.475.3667

PARKING ANALYSIS

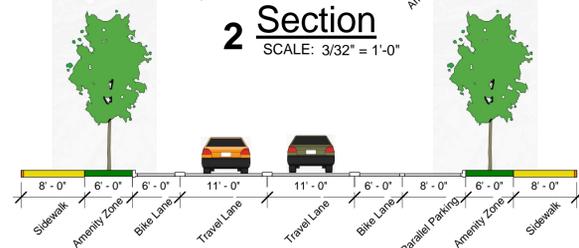
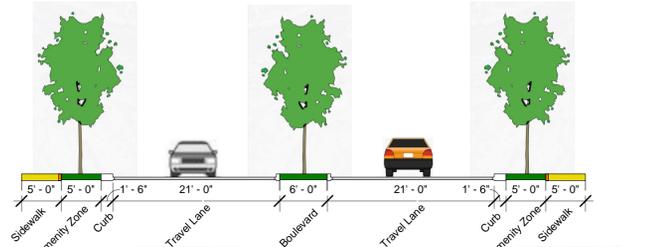
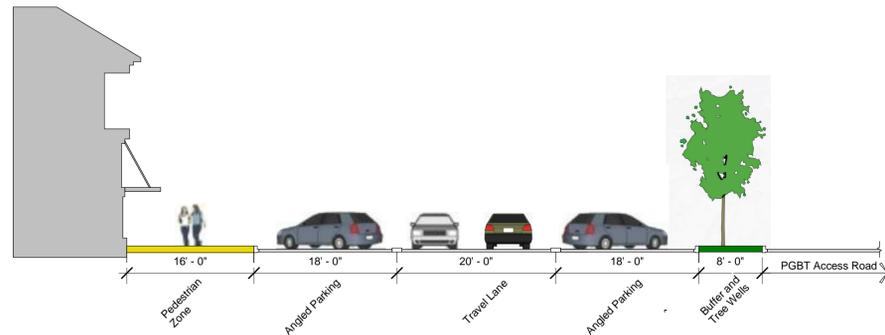
REQUIRED PARKING	
<b>Existing Building:</b>	<b>Proposed Development (Masterplan):</b>
Worship Seating: 600 seats	Existing Worship Seating: 600 seats (fixed pews)
Total S.F.: 36,667 sf	Contemporary Worship Venue: 558
	Total S.F.: 85,641 sf
Existing Parking (on site): 267	Required Parking: 85,641 SF / 300 sf = 286
Existing Parking (shared): 61	TOTAL REQ'D PARKING = 286
Total Existing Parking: 328	Total Req'd Accessible= 6
Required Parking: 36,667 SF / 300 sf = 122	
<b>Proposed Development (Ph1):</b>	<b>PROVIDED PARKING</b>
Worship Seating (exist): 600 seats	Existing parking = 164
S.F. (exist): 36,667 sf	Shared Parking = 61
Demo S.F.: (0) sf	New Parking = 319
Add'l S.F.: 8,487 sf	TOTAL PROVIDED = 544
Total S.F.: 45,154 sf	
Required Parking: 45,154 SF / 300 sf = 151	
TOTAL REQ'D PARKING = 151	
Total Req'd Accessible= 3	
<b>PROVIDED PARKING</b>	
Existing parking = 267	
Shared Parking = 61	
Parking Removed = 0	
New Parking = 0	
TOTAL PROVIDED = 328	

OPEN SPACE CALCULATIONS

<b>Total SF Property :</b>	568,717 sf
<b>Required Open Space (10%):</b>	56,872 sf
<b>Total Public Open Space: (32% of Req.)</b>	18,550 sf
<b>Total Amenity Space:</b>	84,252 sf

NOTES

- Internal Landscape to be developed at phased submissions.
- This area of main street improvements to be completed when main st. is widened. Owner to coordinate with City on schedule TBD



5910 N. Central Expressway Suite 1200  
Dallas, Texas 75206  
ph 972.404.1034 fax 972.404.1036

Education Addition & Youth Remodel  
Site Plan - Masterplan

Case: SD # .

09/05/14

PROPOSED DESCRIPTION:

First Rowlett United Methodist Church  
Lot # Blk# , 13.059 Acres  
Thomas Payne Survey  
Abstract Number 1165  
City of Rowlett, Dallas County, Tx.

A3

First Rowlett United Methodist Church  
 4405 Main Street  
 Rowlett, Texas 75088  
 ph 972.475.3667

**APPLICANT:**  
 HH ARCHITECTS  
 CONTACT: MITCH HARDING, AIA  
 5901 N. Central Expwy., #1200  
 Dallas, Texas 75206  
 Phone: (972) 404-1034  
 mharding@hharchitects.com

**OWNER:**  
 FIRST ROWLETT UNITED METHODIST CHURCH  
 CONTACT: JAN DAVIS, SNR. PASTOR  
 4405 Main Street  
 Rowlett, TX 75088  
 Phone: (972) 475-3667

**SURVEYOR / CIVIL ENGINEER:**  
 ENVIRONMENTAL CONCEPTS & DESIGNS, INC.  
 CONTACT: BILL THOMAS  
 5901 N. Central Expwy., #1200  
 Dallas, Texas 75206  
 Phone: (972) 404-1034  
 bthomas@ecdesigns.com

**OPEN SPACE CALCULATIONS**

<b>Total SF Property:</b>	568,717 sf
<b>Required Open Space (10%):</b>	56,872 sf
<b>Total Public Open Space (32% of Req.):</b>	18,550 sf
<b>Total Amenity Space:</b>	84,252 sf

**AMMUNITY SPACE**



**PUBLIC OPEN SPACE**



**REQUIRED BIKE PATH**



**REQUIRED TRAIL**

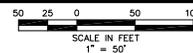


5910 N. Central Expressway Suite 1200  
 Dallas, Texas 75206  
 ph 972.404.1034 fax 972.404.1036



**NOTE:**  
 - THE FB DISTRICT BOUNDARY(IES) AND THROUGHFARE ALIGNMENT(S) SHOWN ON THIS SHEET ARE FOR ILLUSTRATION PURPOSES AND DO NOT SET THE BOUNDARY. THE BOUNDARY IS DETERMINED AT THE TIME OF PLAT.  
 - MAKE OR REBUILT FROM CURRENT DEVELOPMENT INSTRUMENT STATEMENTS AND REGULATIONS NOT SPECIFICALLY LISTED FOR APPROVAL AS PART OF THIS DESIGN INSTRUMENT MAY REQUIRE A HEARING BY THE PLANNING AND ZONING COMMISSION AND APPROVAL BY CITY COUNCIL DURING DEVELOPMENT PLAN REVIEW.  
 - ALL CURRENT DEVELOPMENT REQUIREMENTS OF THE CITY AS AMENDED SHALL BE MET UNLESS OTHERWISE NOTED.

**OPEN SPACE PLAN**



**EXHIBIT D-3**



**PROPOSED DESCRIPTION:**

First Rowlett United Methodist Church  
 Lot # Blk#: 13.059 Acres  
 Thomas Payne Survey  
 Abstract Number 1165  
 City of Rowlett, Dallas County, Tx.

9/15/2014

**D.3**

First Rowlett United Methodist Church

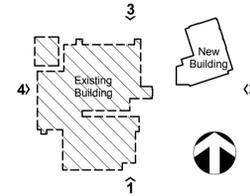
4405 Main Street  
Rowlett, Texas 75088  
ph 972.475.3667

MATERIAL CALC.

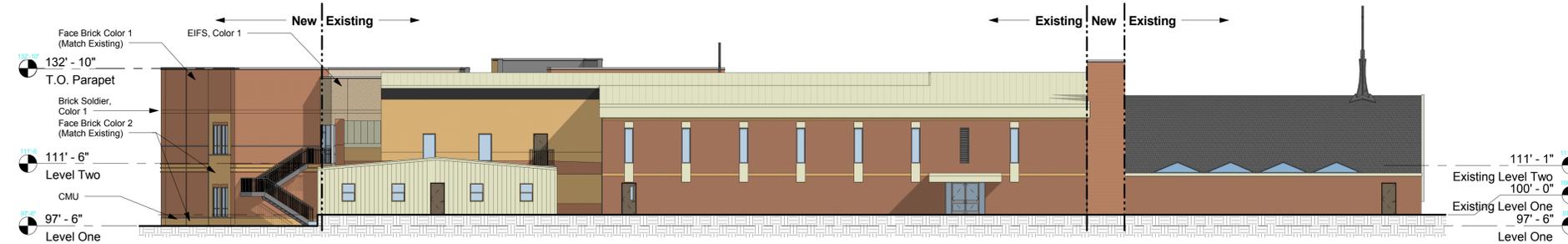
PLAN KEY

KEYNOTES

LEGEND



- 1. Face Brick Color 1 (Match Existing)
- 2. Face Brick Color 2 (Match Existing)
- 3. Accent Brick Color 3 (Black)
- 4. EIFS, Color 1



4 West Overall Elevation - Existing and Phase 1  
SCALE: 1/16" = 1'-0"



3 North Overall Elevation - Existing and Phase 1  
SCALE: 1/16" = 1'-0"



2 East Overall Elevation - Existing and Phase 1  
SCALE: 1/16" = 1'-0"



1 South Overall Elevation - Existing and Phase 1  
SCALE: 1/16" = 1'-0"



5910 N. Central Expressway Suite 1200  
Dallas, Texas 75206  
ph 972.404.1034 fax 972.404.1036

FACADE PLAN - Phase 1 Overall Elevations

Case: SD # .

PROPOSED DESCRIPTION:

First Rowlett United Methodist Church  
Lot # Blk#, 13.059 Acres  
Thomas Payne Survey  
Abstract Number 1165  
City of Rowlett, Dallas County, Tx.

07/29/14

A1

First Rowlett United Methodist Church  
 4405 Main Street  
 Rowlett, Texas 75088  
 ph 972.475.3667

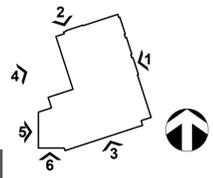
MATERIAL CALC.

PLAN KEY

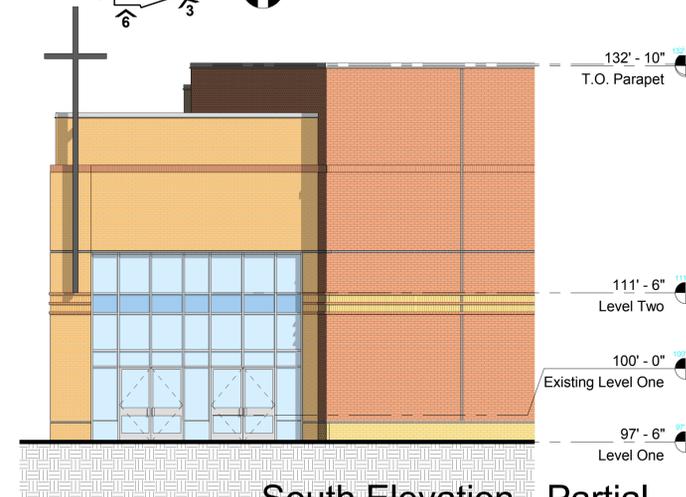
KEYNOTES

LEGEND

- 1. Face Brick Color 1 (Match Existing)
- 2. Face Brick Color 2 (Match Existing)
- 3. Accent Brick Color 3 (Black)
- 4. EIFS, Color 1



**6 West Elevation - Partial**  
 SCALE: 1/8" = 1'-0"



**5 South Elevation - Partial**  
 SCALE: 1/8" = 1'-0"



**4 Southwest Elevation - Phase 1**  
 SCALE: 1/8" = 1'-0"

Exterior Metal Stair  
 (To Be Removed in  
 Future Phase)

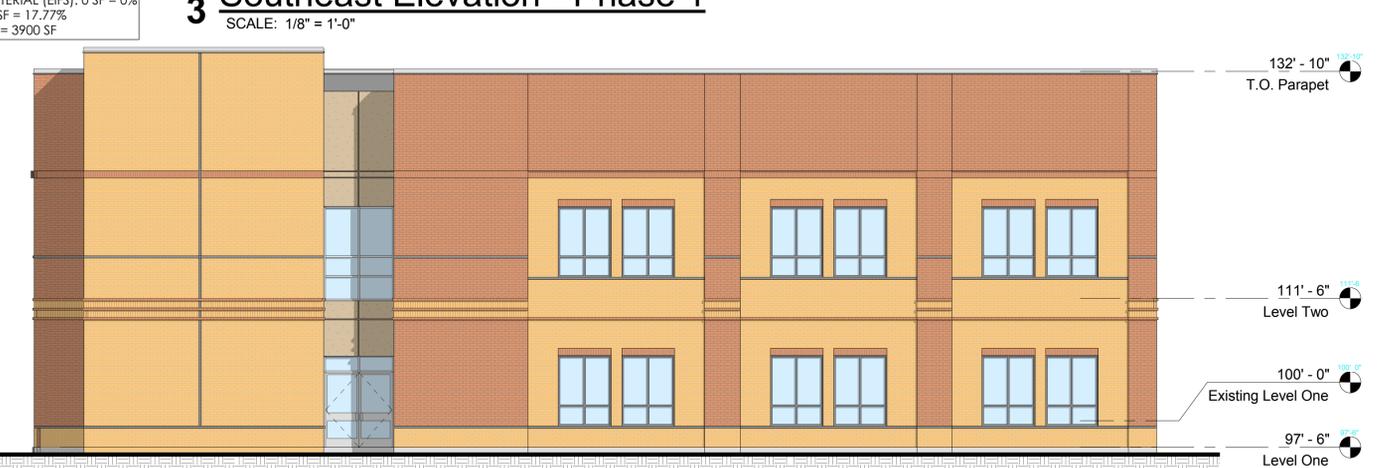


**3 Southeast Elevation - Phase 1**  
 SCALE: 1/8" = 1'-0"

**MATERIAL CALCULATIONS**  
 ALTERNATE MATERIAL (EIFS): 0 SF = 0%  
 GLAZING: 693 SF = 17.77%  
 OVERALL ELEV = 3900 SF



**2 Northwest Elevation - Phase 1**  
 SCALE: 1/8" = 1'-0"



**1 Northeast Elevation - Phase 1**  
 SCALE: 1/8" = 1'-0"

**MATERIAL CALCULATIONS**  
 ALTERNATE MATERIAL (EIFS): 105 SF = 2.7%  
 GLAZING: 513 SF = 13.28%  
 OVERALL ELEV = 3857 SF



5910 N. Central Expressway Suite 1200  
 Dallas, Texas 75206  
 ph 972.404.1034 fax 972.404.1036

Education/Lobby Addition & Youth Remodel  
 FACADE PLAN - Exterior Elevations

Case: SD # .  
 PROPOSED DESCRIPTION:  
 First Rowlett United Methodist Church  
 Lot # Blk#, 13.059 Acres  
 Thomas Payne Survey  
 Abstract Number 1165  
 City of Rowlett, Dallas County, Tx.

07/29/14

**A2**

**TOWNSCAPE, Inc.**  
Town Planning and Urban Design

# Memo

3839 MCKINNEY AVE  
SUITE 314  
DALLAS, TX 75204  
Townscape.com

**To:** Marc Kurbansade, Director of Development Services  
**From:** Arti Harchekar, CNU-A  
**Date:** 17 September 2014  
**Re:** Urban Design Officer Review of First United Methodist Church  
Major Warrant Package – Downtown UV-FB

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## **Urban Design Officer Review**

Per your request, I have reviewed the proposed Major Warrant package.

I find the proposal to be in conflict with the Form Based Code's intent and standards for the Urban Village FB District, but there are unique circumstances with this property:

- It is a church and may be considered a Landmark Building which is eligible for special standards; and
- It is located directly on Main Street, and impacts the image and development pattern in the Urban Village area both along Main Street and President George Bush Turnpike (PGBT) and in Downtown.

The following Major Warrants should be looked upon favorably:

1. Exemption from the block size and configuration requirements. The project is generating a church campus and is defining a clear vehicular and pedestrian circulation route internal to the site. This circulation route sets up potential connection points, opportunities of centralized open space and gateway communal space features. It also provides for the possibility of non-church related development facing PGBT. In addition, the phased development plan places a boulevard section off of PGBT as well as entrances off of Main Street.
2. Exemption from the fee in lieu requirement for public Open Space. In addition to a dedication of 3.2% public Open Space, the project is providing additional communal space (14.8%) internal to the site. Moreover, the phased plan enhances the intersection of Main Street and PGBT with a communal space, water element, network of shaded pedestrian paths and a monument marker for the City. The proposed landscaping is appropriate for this site in this location.
3. Reduction from the continuous building frontage standard of 80% along Main Street. Due to the fact that First United Methodist Church is proposing to expand and connect to the existing building footprint, the new addition is set back off of Main Street. In order to soften the impact of this set back, the phased plan is providing a landscape feature along Main Street. The

continuous building frontage along PGBT will be reviewed at the time when such project comes forward.

4. Exemption from the requirement to provide functioning building entries no greater than 60 feet apart. The project is providing one entry on each façade, which is more appropriate for this type of Landmark project, since the buildings are not adjacent to the street.
5. Reduction of transparency in the Phase 1 building from the minimum 30% required along Main Street and PGBT. 17.77% glazing is provided along Phase 1 – southeast elevation, and 13.28% glazing is provided along Phase 1 – northeast elevation. The reduction of glazing percentage along the southeast and northeast elevations for the Phase I building is appropriate since these façades are quite a distance from the public realm and the facades will be embedded as future phases build out.
6. Allowing a monument sign along Main Street, but conforming to the standard below:
  - a. Monument signs shall be limited to a maximum height of six feet (6'). The maximum size for the sign area is thirty-five square feet (35 sq. ft.) per sign face. Every monument sign shall be required to have a minimum one-foot masonry base, measured from grade level to the bottom of the sign area. The base shall be landscaped.
  - b. All building materials and colors utilized for construction of monument bases and sign frames shall match the main building on the lot, unless otherwise approved by Minor Warrant.
  - c. Signs shall be located so as not to impede pedestrian circulation and block visibility for vehicles entering or leaving a site.
7. Allowing a monument sign along PGBT, but conforming to FBC 5.4.11(a-c) and the additional standard below:
  - a. Every monument sign shall be required to have a minimum one-foot masonry base, measured from grade level to the bottom of the sign area. The base shall be landscaped.
  - b. All building materials and colors utilized for construction of monument bases and sign frames shall match the main building on the lot, unless otherwise approved by Minor Warrant.
  - c. Signs shall be located so as not to impede pedestrian circulation and block visibility for vehicles entering or leaving the site.

Approval of these Major Warrants will allow the applicant to construct this building and future buildings for use as a church campus; however, there are some important issues, which should be addressed further so as to not set undesirable precedents under the FBC.

- Per the intent statements for Civic and Landmark Buildings (FBC 2.2.8), projects should avoid parking lots dominating the streetscape and public realm by locating them behind the principal building. In the case of First United Methodist Church, there was still a need for an internal circulation route and convenience parking adjacent to building. This was largely dictated by the placement of the existing building. In an urban condition, streets are used for fire access. However, since the existing building and expansion is set back too far off of the street, an internal drive is necessary for fire access. Where concrete is adjacent to concrete, lush landscaping and a change in paving materials has been provided.

We have had good discussions with the applicant and believe that they generally understand the City's objectives for Urban Village development along Main Street and PGBT in Downtown. We have had several work sessions with the applicant who has been very receptive to meeting the intent for Downtown and taking advantage of the site's unique location and configuration to enhance the entrance into Downtown. I therefore support the Major Warrant package subject to meeting all other development standards of the FBC. Such things as parking lot landscaping, appropriate tree species for street trees, lighting, HVAC placement, etc. will be determined as part of the Development Plan process.



Arti Harchekar, CNU-A  
**TOWNSCAPE, Inc.**



Development Services  
Department/Planning Division

NOTICE OF PUBLIC HEARING

**TO:** Property Owner  
**RE:** Application for Major Warrants  
**LOCATION:** The subject property is located at 4405, 4501, 4591, 4595, and 4825 Main Street, being 13.0641 +/- acres in the Thomas Payne Survey, Abstract 1165, Page 360, Track 14, 15, 16, 17, 18, and Page 650, Track 3, Rowlett, Dallas County, Texas. A location map depicting a 200-ft notification area is attached for reference. This notice and the notification area are required under Chapter 211.007 of the Texas Local Government Code.

**EXPLANATION OF REQUEST:** The subject property is located within the Urban Village Form Based District. The applicant requests Major Warrants related to the following Form Based Code standards in order to develop a church expansion: building frontage, building orientation, block size, building transparency, signage, and open space.

- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

**COMMENTS:** Great For the Community

**SIGNATURE:** [Handwritten Signature]  
**ADDRESS:** 4309 Main St.

Your written comments are being solicited in the above case. Additional information is available in the Department of Development Services/Planning Division at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 7:00 p.m. on the 23<sup>rd</sup> day of September, 2014, and the City Council will hold a public hearing at 7:30 p.m. on the 7<sup>th</sup> day of October 2014 both at the Municipal Center, 4000 Main Street, Rowlett, Texas.

Please legibly respond in ink. If the signature and/or address are missing, your comments will not be recorded. The protest must be received by the Planning Division by 5 pm on Wednesday, September 17<sup>th</sup> to be included in the Planning and Zoning Commission packet and October 1<sup>st</sup> to be included in the City Council packet. Responses received by September 17<sup>th</sup> will also be forwarded to City Council. The protest shall object to the Major Warrant(s), contain a legal description of the property on behalf of which the protest is made, and be signed by the owner of the property.

<p>If you have any questions concerning this request, please contact the Planning Division                  Phone 972-463-3904                  FAX 972-412-6228                  dacevedo@rowlett.com</p>	<p>RETURN by Mail                  City of Rowlett Planning Division                  3901 Main Street                  Rowlett, TX 75088</p>
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16 Notices were mailed on September 5, 2014



Development Services  
Department/Planning Division

NOTICE OF PUBLIC HEARING

**TO:** Property Owner  
**RE:** Application for Major Warrants  
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- I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

**COMMENTS:** Condition; Architectural Plan (exterior facade of building - building frontage and signage). Would have harmony with urban village design.

**SIGNATURE:** Sean M. Cham

**ADDRESS:** 6900 Alma Dr. Suite 180 Plano TX 75023

Your written comments are being solicited in the above case. Additional information is available in the Department of Development Services/Planning Division at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 7:00 p.m. on the 23<sup>rd</sup> day of September, 2014, and the City Council will hold a public hearing at 7:30 p.m. on the 7<sup>th</sup> day of October 2014 both at the Municipal Center, 4000 Main Street, Rowlett, Texas.

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9 Notices were mailed on September 5, 2014