



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.

Tuesday, December 6, 2016

5:30 P.M.

Municipal Building – 4000 Main Street

As authorized by Section 551.071 of the Texas Government Code, this meeting may be convened into closed Executive Session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item herein.

The City of Rowlett reserves the right to reconvene, recess or realign the Regular Session or called Executive Session or order of business at any time prior to adjournment.

Present: Mayor Gottel, Mayor Pro Tem Dana-Bashian, Deputy Mayor Pro Tem Sheffield, Councilmember van Bloemendaal, Councilmember Bobbitt, Councilmember Brown and Councilmember Hargrave

1. CALL TO ORDER

Mayor Gottel called the meeting to order at 5:30 p.m.

2. EXECUTIVE SESSION (5:30 P.M.)

- 2A.** The City Council shall convene into Executive Session pursuant to the Texas Government Code, §551.087 (Economic Development) to discuss commercial or financial information and the offer of incentives to business prospects that the City may seek to have locate, stay or expand in Rowlett and with which the City is conducting economic development negotiations. (60 minutes)

In at 5:31 p.m. Out at 6:32 p.m.

3. WORK SESSION (6:30 P.M.) * Times listed are approximate.

- 3A.** Discuss the Fiscal Year 2017 (FY2017) plan to fund shade structures from the Parks Maintenance Standards and Improvements three-fourths of one penny on the tax rate funding. (30 minutes)

Angie Smith, Director of Parks and Recreation, reviewed the importance of providing shade in our area and the commitment the City made to provide shade structures through the budgeting process. She provided an update on the shade installs thus far at Kenwood Heights, the front playground at Community Park, and at Isaac Scruggs. CIP funding will provide the structure at Katy Park.

Ms. Smith presented the proposal for the second playground at Community Park and two options for the green space between Kids Kingdom and the Wet Zone. After further discussion, it was the consensus of Council to proceed with the installation at Community Park and the selection of the square umbrella shade structures next to Kids Kingdom.

- 3B.** Discuss an opportunity for the City of Rowlett to allow Charter Communications (Time Warner Cable) access to City-owned locations for the purpose of installing WiFi access points in public outdoor areas that allow citizens and visitors free internet access. (30 minutes)

Joe Beauchamp, Chief Information Officer, and Jason Bryan with Charter Communications, presented the information for the opportunity that Charter Communications has presented to install WiFi Hot Spots in public spaces – specifically in Downtown and City Parks. Users will have free access for one hour per day and have the ability to purchase additional time at specific increments. Charter provides the hardware, network, and all maintenance for the system and there is no cost to the City and no burden on City network or staff.

Discussion regarding the capability to customize the login page with Rowlett information and the potential for utilizing it as a marketing tool as well as the potential pitfalls of perceived responsibility for the system. Further discussion regarding the timeline and process of the system installation. It was the consensus of Council to proceed with the project. The Mayor requested that the Economic Development Advisory Board be provided the login page information for review.

4. DISCUSS CONSENT AGENDA ITEMS

Mayor Pro Tem Dana-Bashian had questions regarding items 7B, 7C, and 7D. Shawn Poe, Director of Public Works, provided clarification regarding the bidding process and value engineering.

Council adjourned the Work Session at 7:20 p.m.

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

Council reconvened in the Regular Session at 7:35 p.m.

INVOCATION – Ann Dotson, First Christian Church of Rowlett

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

5. PRESENTATIONS AND PROCLAMATIONS

- 5A.** Hear Fourth Quarter Investment Report 09-30-16.

Kim Wilson, Director of Financial Services, presented the report.

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

Mayor Gottel announced the following:

COUNCIL MEETINGS

- NEXT REGULAR COUNCIL MEETINGS WILL BE DECEMBER 13TH, JANUARY 3RD AND 17TH

P & Z MEETINGS

- NEXT MEETING WILL BE HELD ON TUESDAY, JANUARY 10TH AND 24TH AT 6:30PM IN THE CITY HALL CONFERENCE ROOM

ROWLETT LIBRARY

- FROZEN STORY TIME – SATURDAY, DECEMBER 10TH AT 2 P.M. AT 5702 ROWLETT RD
 - QUEEN ELSA FROM FROZEN WILL VISIT THE LIBRARY FOR A SPECIAL, INTERACTIVE STORY TIME
 - TAKE PICTURES WITH ELSA AND MAKE SNOWFLAKES TO CREATE YOUR OWN FROSTY KINGDOM. THIS PROGRAM IS SPONSORED BY MAGIC MATTERS PRINCESS PARTIES.
- FAMILY STORY TIME – SATURDAY, DECEMBER 17TH AT 2 P.M. AT 5702 ROWLETT RD
 - DOES YOUR FAMILY WANT TO HAVE A FAWN TIME AT AN ENDEARING STORY TIME DEVOTED TO REINDEER?
 - LISTEN TO STORIES LIKE OLIVE THE OTHER REINDEER AND CREATE A REINDEER CRAFT.
- WINTER READING CLUB – WEDNESDAY, DECEMBER 14TH- 30TH AT 5702 ROWLETT RD
 - SCHOOL IS OUT AND THE WEATHER IS COLD, SO LET'S ENCOURAGE READING OVER THE HOLIDAYS WITH A SPECIAL WINTER READING CLUB AT THE ROWLETT PUBLIC LIBRARY.
 - READ AS MUCH AS YOU CAN TO EARN "SNOWFLAKES" TO PUT UP IN THE CHILDREN'S AREA. THE PROGRAM IS FREE AND OPEN TO CHILDREN AGES 5 TO 18.
 - REGISTER AT THE ROWLETT PUBLIC LIBRARY SERVICE DESK STARTING ON WEDNESDAY, DECEMBER 14, 2016. THE WINTER READING CLUB WILL CONTINUE THROUGH THE CHRISTMAS BREAK UNTIL FRIDAY, DECEMBER 30, 2016. THERE WILL BE PRIZES FOR THE STUDENTS WHO HAVE READ THE MOST OVER THE HOLIDAYS.
- NOON YEAR'S EVE – SATURDAY, DECEMBER 31ST AT 11:30 A.M. AT 5702 ROWLETT RD
 - PARTY DOWN AT THE LIBRARY WITH A NEW YEAR'S EVE CELEBRATION JUST FOR KIDS!
 - THE FUN BEGINS WITH STORIES, PARTY HATS AND DANCING. AFTER THE BALLOON DROP AT NOON, THERE WILL BE GAMES, CRAFTS AND A SNACK.

PARKS AND RECREATION

- **MAIN STREET FEST – THURSDAY, DECEMBER 8TH STARTING AT 5:30PM**
 - **ALL ACTIVITIES WILL BE HELD INSIDE THE RCC; THE SNOW AREA WILL BE LOCATED OUTSIDE IN PECAN GROVE PARK**
- **PECAN GROVE TRAIL WILL BE LIT AND DECORATED WITH CHRISTMAS TREES THROUGH SATURDAY, DECEMBER 31ST**
 - **TRAIL RUNS BEHIND THE ROWLETT COMMUNITY CENTRE; LIGHTS COME ON EACH EVENING AT 5:30PM**
 - **FREE, FUN WALK FOR THE ENTIRE FAMILY!**
- **SENIOR ACTIVITIES**
 - **SENIOR HOLIDAY POTLUCK**
 - **THURSDAY, DECEMBER 8TH AT 11:30AM; COST \$5; REGISTER AT THE RCC OR CALL 972.412.6170**
 - **FEATURING ENTERTAINMENT BY THE ROWLETT ROCKETTES AND JILL BEAM, AS WELL AS HOLIDAY CONTESTS**
 - **HEALTH CARE SEMINAR**
 - **TUESDAY, DECEMBER 20TH AT 10:30AM**
 - **REGISTER IN PERSON AT THE RCC OR BY CALLING 972-412-6170**
 - **SHOPPING AT NORTHPARK CENTER**
 - **TUESDAY, DECEMBER 20TH (DEPARTS FROM THE ROWLETT DART AT 8:56AM AND RETURNS AT 4:30PM)**
 - **COST \$2.50 FOR DART TICKET; REGISTER IN PERSON AT THE RCC OR BY CALLING 972-412-6170**
- **SOAR- WINTER BREAK (AGES 11-14)**
 - **WEEK 1 (12/19-12/22) AND WEEK 2 (12/26-12/29), 7:30AM – 6:00PM**
 - **FOR \$15 PER DAY, YOUR CHILD CAN HAVE A WEEK FILLED WITH FUN AND EDUCATIONAL THEMED ACTIVITIES**
 - **REGISTER ONLINE (REGISTRATION FORM NEEDS TO BE DROPPED OFF WHEN YOUR CHILD ARRIVES), IN PERSON OR BY PHONE AT 972-412-6170**

LIGHT UP ROWLETT – PART OF THE NEIGHBORHOOD BEAUTIFICATION AWARD PROGRAM

- **FOUR PROPERTIES WILL RECEIVE THE AWARD THIS HOLIDAY SEASON**
- **POLICE AND FIRE RESCUE STAFF WILL SELECT ONE HOME IN EACH QUADRANT WITH OUTSTANDING HOLIDAY DÉCOR**
- **THEY WILL BE SELECTED THE WEEK OF DECEMBER 12-16**
- **FESTIVE ENTRYWAY FEATURES WILL ALSO BE POSTED ON ROWLETT.COM AND FACEBOOK DURING THE HOLIDAYS**
- **QUESTIONS? CALL COMMUNITY ADVOCATE COORDINATOR, ELISE BOWERS @ 972.412.6165 OR EBOWERS@ROWLETT.COM**

ANNUAL STOP-A-COP FOR CHRISTMAS TOY DRIVE

- **NOW – SATURDAY, DECEMBER 23RD**

- DROP OFF TOYS 24 HOURS A DAY AT ANY OF THE ROWLETT FIRE STATIONS OR THE LOBBY OF THE ROWLETT POLICE STATION
- OTHER DROP OFF LOCATIONS ARE RCC, CITY HALL, FIRE ADMINISTRATION AND ROWLETT CHAMBER OF COMMERCE
- ALL TOYS AND GIFTS ARE DONATED TO THE ROWLETT NEEDY CHILDREN'S FUND AND WILL BE DISTRIBUTED TO FAMILIES IN ROWLETT

TORNADO ANNIVERSARY REMEMBRANCE

- MONDAY, DECEMBER 26TH @ 4PM
- SCHRADE BLUEBONNET PARK, 4701 SUNNYBROOK
- MARK THE ONE YEAR ANNIVERSARY OF THE EF4 TORNADO
- UNVEILING OF A 30' MEMORIAL SCULPTURE DESIGN PLUS UNVEILING FOR THE NEW PARK DESIGN

CITY OFFICES CLOSED FOR CHRISTMAS AND NEW YEAR'S HOLIDAYS

- FRIDAY AND MONDAY, DECEMBER 23RD AND 26TH
- MONDAY, JANUARY 2ND
- WASTE MANAGEMENT WILL PICK UP TRASH AND RECYCLING ON NORMAL TRASH DAYS SINCE THE HOLIDAYS FALL ON SUNDAY THIS YEAR

SHARE THE WARMTH! CAMPAIGN

- RUNS THROUGH DECEMBER 9TH
- THE ADMINISTRATIVE ASSISTANT TEAM IS COLLECTING NEW HATS, GLOVES, MITTENS, AND FUZZY SOCKS FOR THE CHILDREN IN NEED OF ROWLETT
- DONATIONS CAN BE DROPPED OFF AT THE POLICE DEPARTMENT, FIRE ADMINISTRATION, RCC, PUBLIC WORKS, CITY HALL, ANNEX BUILDINGS, LIBRARY AND DEVELOPMENT SERVICES
- PACKAGES ARE BEING PUT TOGETHER FOR THE CHILDREN AT SCHOOL OR DAYCARES IN ROWLETT THAT DON'T HAVE THESE BASIC NECESSITIES WHEN IT GETS COLD
- YOUR MONETARY DONATIONS ARE ACCEPTED TOO

ANIMAL SHELTER

- LOW COST VACCINATION CLINIC
 - SUNDAY, JANUARY 7TH, 2 – 5PM
 - LOCATED AT 8502 LIBERTY GROVE RD. @ LIBERTY GROVE ANIMAL HOSPITAL
- ANIMAL SHELTER IS OPEN MONDAY – SATURDAY, 10AM – 5PM, 4402 INDUSTRIAL STREET

Councilmember Brown announced the Keep Rowlett Beautiful event this Saturday, December 10th to help replant trees for those homes affected by the tornado in cooperation with RETREET. She thanked those for the great response from volunteers who have registered to participate.

There will be another event again in the Spring. For more details, go to www.KeepRowlettBeautiful.org.

Staff from the Animal Shelter brought Ty, a Labrador Retriever, who is one of the animals available for adoption at the shelter.

6. CITIZENS' INPUT

Marci Carlson, 10322 Augusta Lane, Rowlett; spoke regarding the odor from the Hinton Landfill.

7. CONSENT AGENDA

7A. Consider action to approve minutes from the November 15, 2016 City Council Regular 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 Tri-Con Services in the amount of \$562,817.80 for the total base bid with a ten percent (10%) contingency for \$56,281.78 and up to \$5,000.00 for an early completion bonus, resulting in a total project amount of \$624,099.58 for the Edgewater Lift Station Replacement with 12-inch Gravity Sewer Project and authorizing the Mayor to execute the necessary documents for said services.

This item was approved as RES-118-16 on the Consent Agenda.

7C. Consider action to approve a resolution awarding the second of three one-year renewal options to extend the annual contract for concrete repair and replacement of streets and alleys to TRICON Services, Incorporated in the unit amounts bid and in an estimated annual amount of \$675,000, and authorizing the Mayor to execute any necessary documents for said service.

This item was approved as RES-119-16 on the Consent Agenda.

7D. Consider action to approve a resolution accepting the bid of and awarding a contract to PAVECON in the amount of \$517,566.85 for the total base bid with a five percent (5%) contingency for \$25,878.34 and up to \$5,000.00 for an early completion bonus, resulting in a total project amount of \$548,445.19 for the Big A Road Shoulder Stabilization and Widening Project and authorizing the Mayor to execute the necessary documents for said services.

This item was approved as RES-120-16 on the Consent Agenda.

7E. Consider action to approve a resolution accepting the bid and awarding a contract to Fortiline Inc. in the amount of \$137,639.25 for the purchase of inventory and waterline replacement parts and materials for the water distribution system.

This item was approved as RES-121-16 on the Consent Agenda.

- 7F. Consider action to approve a resolution exercising the final of three one-year renewal options for the purchase of emergency medical supplies and medication for Rowlett Fire Rescue with Bound Tree Medical LLC.

This item was approved as RES-122-16 on the Consent Agenda.

- 7G. Consider action to approve a resolution accepting the bid and awarding the contract to Joel Brown & Co in the amount of \$309,910 for the renovation of the Rowlett Community Centre and authorizing the Mayor to execute the necessary documents for said services.

This item was approved as RES-123-16 on the Consent Agenda.

- 7H. Consider action to approve a revised tree mitigation plan and related tree removal permit for Manors on Miller for property located north of Miller Road and west of Dorchester, and described as 8.437+/- acres of land located in the S.A. & M.G. RR Survey, Abstract No. 1407, City of Rowlett, Dallas County, Texas.

This item was approved as RES-124-16 on the Consent Agenda.

Passed the Consent Agenda

A motion was made by Deputy Mayor Pro Tem Sheffield, seconded by Mayor Pro Tem 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. Conduct a public hearing and take action on a request for a rezoning from a Form-Based Commercial Center Zoning District to a Planned Development (PD) with underlying Single Family-5 (SF-5) base zoning district for properties located at 7400 and 7600 Liberty Grove Road and described as 58.83 +/- acre tract of land situated in the Jessie S. Starkey Survey, Abstract No. 1333, in the City of Rowlett, Dallas County, Texas.

Mayor Gottel announced that the applicant had requested that the item be withdrawn from consideration.

A motion was made by Mayor Pro Tem Dana-Bashian, seconded by Councilmember van Bloemendaal, to approve the applicant's request to withdraw the item. The motion carried with a unanimous vote of those members present.

- 8B. Conduct a public hearing and take action on a request for a Special Use Permit to allow a restaurant with a drive-through at 8201 Lakeview Parkway further described as being Lot 3R, Block A, of the Amesbury Addition, City of Rowlett, Dallas County, Texas. (SUP168-2016)

Katy Goodrich, Planner I, presented the information for this item. The public hearing opened and closed with one speaker: Tim Thompson, 12720 Hillcrest Road, Suite 650, Dallas; (Applicant) provided additional information. Ty Thompson, Assistant City Engineer, clarified traffic signal information.

A motion was made by Deputy Mayor Pro Tem Sheffield, seconded by Councilmember Bobbitt, to approve the item as presented. The motion carried with a unanimous vote of those members present. This item was approved as ORD-047-16.

- 8C. Consider an Ordinance for the annual update to the Bayside Public Improvement District Service and Assessment Plan and Assessment Roll.

Kim Wilson, Director of Financial Services presented this item.

A motion was made by Mayor Pro Tem Dana-Bashian, seconded by Councilmember Brown, to approve the item as presented. The motion carried with a unanimous vote of those members present. This item was approved as ORD-048-16.

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

There was no action taken.

9. **ADJOURNMENT**

Mayor Gottel adjourned the meeting at 8:20 p.m.


Todd W. Gottel, Mayor


Laura Hallmark, City Secretary

Date Approved: December 13, 2016