



# City of Rowlett

## Action 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, December 13, 2016

5:45 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 Pro Tem Dana-Bashian, Deputy Mayor Pro Tem Sheffield, Councilmember Bobbitt, and Councilmember Brown

**Absent:** Mayor Gottel, Councilmember van Bloemendaal, and Councilmember Hargrave (present for the Work Session)

#### 1. CALL TO ORDER

Mayor Pro Tem Dana-Bashian called the meeting to order at 5:45 p.m.

#### 2. EXECUTIVE SESSION

There is no agenda item.

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

**3A.** Discuss July 2016 Waterview Golf Course Audit conducted by Clyde Johnson Designs, Inc., the response from Waterview Golf Course staff, and the feedback from the Golf Advisory Board. (45 minutes)

**3B.** Discuss the potential creation of a community improvement standards program. (60 minutes)

Councilmember Hargrave left the meeting at 7:00 p.m.

#### 4. DISCUSS CONSENT AGENDA ITEMS

Councilmember Bobbitt asked for clarification of Item 7D. Mayor Pro Tem Dana-Bashian asked for clarification of Item 7E.

Council adjourned the Work Session at 7:15 p.m.

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

Council reconvened in the Regular Session at 7:30 p.m.

**INVOCATION** – Brian Hiatt, Cornerstone Assembly of God

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

## **5. PRESENTATIONS AND PROCLAMATIONS**

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

Mayor Pro Tem Dana-Bashian announced the following:

### **COUNCIL MEETINGS**

- NEXT REGULAR COUNCIL MEETINGS WILL BE JANUARY 3<sup>RD</sup> AND 17<sup>TH</sup>

### **P & Z MEETINGS**

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

### **ROWLETT LIBRARY**

- FAMILY STORY TIME – SATURDAY, DECEMBER 17<sup>TH</sup> 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 14<sup>TH</sup> - 30<sup>TH</sup> AT 5702 ROWLETT RD.
  - SCHOOL IS OUT AND THE WEATHER IS COLD, SO LET'S ENCOURAGE READING OVER THE HOLIDAYS
  - 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 31<sup>ST</sup> 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

- PECAN GROVE TRAIL WILL BE LIT AND DECORATED WITH CHRISTMAS TREES THROUGH SATURDAY, DECEMBER 31<sup>ST</sup>
  - TRAIL RUNS BEHIND THE ROWLETT COMMUNITY CENTRE; LIGHTS COME ON EACH EVENING AT 5:30PM
  - FREE, FUN WALK FOR THE ENTIRE FAMILY!
- SENIOR ACTIVITIES
  - HEALTH CARE SEMINAR
    - TUESDAY, DECEMBER 20<sup>TH</sup> AT 10:30AM
    - REGISTER IN PERSON AT THE RCC OR BY CALLING 972-412-6170
  - SHOPPING AT NORTHPARK CENTER
    - TUESDAY, DECEMBER 20<sup>TH</sup> (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
- THEY WILL BE SELECTED AND ANNOUNCED ON FRIDAY, DECEMBER 16
- QUESTIONS? CALL COMMUNITY ADVOCATE COORDINATOR, ELISE BOWERS @ 972.412.6165 OR [EBOWERS@ROWLETT.COM](mailto:EBOWERS@ROWLETT.COM)

#### SHARE THE WARMTH! CAMPAIGN

- THE CITY OF ROWLETT ADMINISTRATIVE TEAM WANTS TO THANK EVERYONE FOR ALL THE DONATIONS!
- BECAUSE OF YOU, A CHILD WILL HAVE WARM GLOVES, HATS AND SOCKS THIS YEAR
- WE COLLECTED 415 SETS OF GLOVES, HATS AND SOCKS THAT WILL BE HANDED OUT TO ROWLETT CHILDREN IN NEED.
- RECEIVED WERE MANY WARM BABY ITEMS THAT HAVE BEEN DONATED TO JONATHAN'S PLACE.

#### REMINDERS:

##### ANNUAL STOP-A-COP FOR CHRISTMAS TOY DRIVE

- NOW – FRIDAY, DECEMBER 23<sup>RD</sup>

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

#### ANIMAL SHELTER

- LOW COST VACCINATION CLINIC
  - NO CLINIC HELD IN JANUARY
  - NEXT CLINIC WILL BE HELD ON SUNDAY, FEBRUARY 5<sup>TH</sup>, 2 – 5PM
  - LOCATED AT 8502 LIBERTY GROVE RD. @ LIBERTY GROVE ANIMAL HOSPITAL
- ANIMAL SHELTER IS OPEN MONDAY – SATURDAY, 10AM – 5PM
  - 4402 INDUSTRIAL STREET
  - CLOSED SATURDAY, DECEMBER 24<sup>TH</sup> – MONDAY, DECEMBER 26<sup>TH</sup> FOR CHRISTMAS HOLIDAYS – OPEN ON TUESDAY, DECEMBER 27<sup>TH</sup>

#### CLOSED MONDAY, JANUARY 2<sup>ND</sup> FOR NEW YEAR'S HOLIDAY

Mayor Pro Tem Dana-Bashian announced the “Let’s Make Christmas Great Again” event presented by Rowlett Strong at First Baptist Church of Rowlett on Saturday, December 17<sup>th</sup> from 10am to 2pm. This is a Christmas party for tornado affected residents and a toy give away for the children. Attendees are asked to bring their Red Cross documentation.

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

There were no speakers.

#### **7. CONSENT AGENDA**

- 7A.** Consider action to approve minutes from the December 6, 2016 City Council Regular Meeting.

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

- 7B.** Consider action to approve a resolution awarding auditing services for the financials of the City for the fiscal years ending September 30, 2017 through 2021 to Weaver and Tidwell, LLP.

**This item was approved as RES-125-16 on the Consent Agenda.**

- 7C.** Consider action to approve a resolution awarding an annual contract for concrete repair or replacement of sidewalks, curb, gutter and utility cuts in an estimated amount of \$561,150 to F&F Concrete Company.

**This item was approved as RES-126-16 on the Consent Agenda.**

- 7D.** Consider action to approve a resolution accepting the bid of and awarding a contract to Durable Specialties, Inc., in the amount of \$125,700 for the total base bid, with a five percent (5%) contingency for \$6,285, resulting in a total project amount of \$131,985, for installation of a temporary traffic signal system at the Miller and Chiesa intersection, and authorizing the Mayor to execute the necessary documents for said services.

**This item was approved as RES-127-16 on the Consent Agenda.**

- 7E.** Consider action approving an Interlocal Cooperation Agreement between Rockwall County and the City of Rowlett regarding municipal judge services.

**This item was approved as RES-128-16 on the Consent Agenda.**

- 7F.** Consider action to approve a resolution to amend the City Personnel Manual's Vacation Leave Payout policy.

**This item was approved as RES-129-16 on the Consent Agenda.**

#### **Passed the Consent Agenda**

**A motion was made by Deputy Mayor Pro Tem Sheffield, seconded by Councilmember Bobbitt, 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 a Purchase and Sale Agreement for property located at 3801 President George Bush Turnpike and authorize the Mayor to execute the necessary documents.

**A motion was made by Deputy Mayor Pro Tem Sheffield, 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 RES-130-16.**

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

**9. ADJOURNMENT**

Mayor Pro Tem Dana-Bashian adjourned the meeting at 7:49 p.m.