



## City Council Meeting Agenda

**Our Vision: A well-planned lakeside community of quality neighborhoods, distinctive amenities, diverse employment, and cultural charm. Rowlett: THE place to live, work and play.**

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**Monday, February 16, 2026**

**6:00 PM**

**Municipal Building – 4000 Main**

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Pursuant to Texas Government Code Section 551.127, on a regular, non-emergency basis, members may attend and participate in the meeting remotely by video conference. Should that occur, a quorum of the members, including the presiding officer, will be physically present at the location noted above on this Agenda.

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.

**Process for Public Input: If you are not able to attend in person, you may complete the [Public Input Form](#) on the City's website by 3:30 p.m. the day of the meeting. All forms will be forwarded to the City Council prior to the start of the meeting.**

**For in-person comments, request to speak forms/instructions are available inside the door of the City Council Chambers.**

**1. Call to Order**

**2. Citizens' Input**

At this time, comments will be taken from the audience on any topic. No action can be taken by the Council during Citizens' Input.

**3. Work Session**

**3.A.** Receive an update from the Rowlett United States Post Office.

**3.B.** Presentation of the City's Utility Assistance Program and Grants to the Salvation Army and Senior Citizens Of Rowlett (SCOR)

**4. Discuss Consent Agenda Items for February 17, 2026, City Council Meeting**

**5. Adjournment**

*Deborah Sorensen*

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Deborah Sorensen, TRMC, MMC, 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](#) on February 10, 2026, by 5:30 p.m.

**City of Rowlett City Council meetings are available to all persons regardless of disability. If you require special assistance, contact the City Secretary at 972-412-6109 or write 4000 Main St., Rowlett, Texas, 75088, at least 48 hours in advance of meeting.**

**City of Rowlett ~ 4000 Main Street, Rowlett TX 75088 ~ [www.rowlett.com](http://www.rowlett.com)**

**Meeting Date:** 2/16/2026

**Agenda Item:** 3.A.

**Title**

Receive an update from the Rowlett United States Post Office.

**Staff Representative**

Jeff Winget, Mayor

**Executive Summary**

The City of Rowlett has a single United States Post Office location with multiple collection points throughout the city. Residents and businesses alike rely on reliable, consistent mail delivery, and this item serves to receive an update from Post Office staff on opportunities for mutual collaboration.

**Strategic Priority and Goal(s)**

| Strategic Priority                                                                                                                      | Strategic Goal                                                                      |
|-----------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
|  <p><b>GOVERN TRANSPARENTLY &amp; INCLUSIVELY</b></p> | <p>1.8 Provide accurate and timely information to policy-makers and the public.</p> |

**Background Information**

In late 2025, Mayor Winget met with the Postmaster and staff at the Rowlett Post Office where he toured the facility. During that visit, Post Office staff request an opportunity to visit with the City Council in an effort to collaborate on mutual objectives and opportunities for improvement that would benefit residents, businesses, and other customers of the Post Office.

**Discussion**

N/A

**Financial/Budget Implications**

N/A

**Recommended Action**

N/A

**Attachments**

None

**Meeting Date:** 2/16/2026

**Agenda Item:** 3.B.

**Title**

Presentation of the City's Utility Assistance Program and Grants to the Salvation Army and Senior Citizens Of Rowlett (SCOR)

**Staff Representative**

Kristoff Bauer, Deputy City Mgr

**Executive Summary**

The City has contracted with the Salvation Army to provide utility payment assistance to low-income families in the past. The City has also provided funding to the Senior Citizens Of Rowlett ("SCOR") in the past. Staff will seek Council direction regarding the composition of the City's efforts to provide utility assistance.

**Strategic Priority and Goal(s)**

| Strategic Priority                                                                                                                       | Strategic Goal                                                                      |
|------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
|  <p><b>GOVERN TRANSPARENTLY &amp; INCLUSIVELY</b></p> | <p>1.8 Provide accurate and timely information to policy-makers and the public.</p> |

**Background Information**

A past Council adopted a Community Development Block Grant ("CDBG") five-year plan that discontinued a utility assistance program. That Council desired, however, to continue the program and directed staff to fund the same with City general funding. An annual amount of \$31,317 has been authorized in the FY26 budget to support this program which has been consistently administered by the Salvation Army.

In FY25, the Council approved a budget that provided \$30,000 in funding to SCOR for \$30,000 in funding to assist Rowlett seniors in need. According to their representatives, this funding was used to provide grants for utilities, housing, and other needs. SCOR did not apply for funding as part of the FY26 process, but is now requesting funding.

Staff seeking direction regarding the current program administered by the Salvation Army and the response to SCOR's funding request.

**Discussion**

**Salvation Army Utility Assistance:**

During the Council's consideration of the most recent CDBG five-year plan, there was discussion regarding two factors considered in developing that program:

1. The importance of timely expenditure of grant funds, and,
2. The challenge that eligibility standards and reporting requirements create in doing so for some programs.

The adopted plan focuses on those programs, like alley reconstruction and downtown security, that are both administratively efficient and more consistently successful at expending available grant funds. It is believed that a utility assistance program was moved out of the CDBG plan in recognition of these constraints and in service of an interest to continue assisting low-income Rowlett residents with utility costs.

The program has been supported with City general funding. The service agreement with the Salvation Army, however, requires them to administer these funds with the same constraints that are placed on the spending of federal CDBG funds. The Salvation Army has had difficulty expending these resources annually. One could conclude from this that:

1. Rowlett doesn't have individuals in need of these funds, or,
2. That the requirement to follow CDBG standards creates a barrier, either on the administrative side, the applicant side, or both.

Here are the CDBG standards included in previous service agreements with the Salvation Army:

- Client can receive utility assistance once every 12 months on a rolling basis,
- Clients will qualify based on income by showing they make 0% to 80% of the median household income as defined by the Department of Housing and Urban Development (HUD)
- Utility bill must be in the client's name that is requesting the assistance
- \$250 assistance cap per family per address, with exceptions being approved by the Corps Officer based on emergencies up to \$400
  - o Assistance funds may pay for penalties
  - o Assistance funds may not pay for deposits
  - o Assistance may be rendered regardless of length of residency
- Provide reporting to the City on a monthly basis and will follow the format similar to Community Development Block Grant (CDBG) requirements due no later than the 5th business day of each month

**SCOR Request:**

The Council granted SCOR \$30,000 in FY25. They provided a report regarding how this funding was spent, and it is attached for your reference. You will see that they spend \$15,533 on utility assistance. Their eligibility criteria is reported to be:

- Resident of City of Rowlett

- Age 55+ or disabled
- Income less than 2.5 times poverty
- The assistance is limited to \$500, once per year

These criteria may be adjusted, however, depending on living conditions, assets, and absence of family support. As the following table illustrates, SCOR's financial eligibility criterion is more restrictive than that placed on the Salvation Army.

| Household Size | SCOR Income Limit<br>(2.5x Poverty) | Salvation Army Income<br>Limit (80% HUD MHI) |
|----------------|-------------------------------------|----------------------------------------------|
| 1 Person       | <u>\$39,125</u>                     | \$65,700                                     |
| 2 Persons      | \$52,875                            | \$75,100                                     |
| 3 Persons      | \$66,625                            | \$84,500                                     |
| 4 Persons      | \$80,375                            | \$93,850                                     |
| 5 Persons      | \$94,125                            | \$101,400                                    |
| 6 Persons      | \$107,875                           | \$108,900                                    |
| 7 Persons      | \$121,625                           | \$116,400                                    |
| 8 Persons      | \$135,375                           | \$123,900                                    |

SCOR reports that they do not adjust their income eligibility criterion based on family size.

The anecdotal feedback from the City's Utility Billing staff is that the Salvation Army program is harder to qualify for. SCOR has requested access to funding allocated to the Salvation Army in the past when they had exhausted their funding. The Salvation Army didn't exhaust their funding last year. It is completely possible that applicants are seeking funding from both entities and using a denial from one to justify the request to the other.

SCOR did not apply for FY26 grant funding and no funding was authorized. They have now approached the City seeking funding.

### Options:

- **Status Quo:** Staff will work with the Salvation Army to execute a funding agreement along the terms of the previous agreement attached and SCOR will not be provided funding for FY26.
- **Relax CDBG criteria:** As discussed, income doesn't appear to be the restrictive criterion when comparing the two programs. Salvation Army staff recommend the following revised criteria:
  - Increase the assistance cap from \$250 to \$400 per family
  - Allow assistance once every six months instead of every 12 months
- **Provide SCOR Funding:** The SCOR report indicates that a little over 50% of their funding was provided for utility assistance. Having two agencies within the community provide the same assistance creates the risk of applicants being awarded by both and is not recommended. If the Council considers providing

SCOR with funding it is recommended that:

- A service contract, MOU, is executed, and either
- Utility assistance is excluded from the services supported by City funding, or
- SCOR is the sole provider of utility assistance and the relationship with the Salvation Army for this program is ended.

### **Financial/Budget Implications**

The FY26 Budget includes \$31,371 identified for the utility assistance program traditionally administered by the Salvation Army. If any funding for SCOR was contemplated in addition to that amount, a source of funding would need to be identified.

### **Recommended Action**

Provide staff direction regarding the implementation of the City's utility assistance program.

### **Attachments**

1. SCOR Report\_FY25
2. Rowlett\_SalvationArmyGarland\_Fully\_X\_UtilAgreement (002)



**Report on the Distribution of Funds  
from the City of Rowlett Grant to Senior Citizens Of Rowlett  
Monday, December 15, 2025**

Senior Citizens Of Rowlett (SCOR) wants to express to the City of Rowlett gratitude for the Grant of \$30,000 (fiscal 2024-2025) which has been used to assist senior citizens-in-need. The Grant proved an excellent means in support of our goal of enhancing the social, health and educational life of the Rowlett's senior citizens.

We are grateful for your trust and investment in our city's senior citizens.

- Senior Assistance
  - Utilities.....\$15,533
  - Rent/Lease.....\$11,367
  - Medical, Home Repairs.....\$3,962
- Senior Counseling Services (CIT)
  - Individual & Group.....\$6,240
- Health Seminars & RCC Events.....\$779
- Operating Expenses
  - Phone, PO Box, Storage, Misc....\$1,692
- Total.....\$39,573

*Jeffrey Sheldon, President*

*Michael Britt, Treasurer*

## **Funding Agreement**

The Salvation Army, a Georgia Corporation for

The Salvation Army Garland Corps & the City of Rowlett

*This agreement will be in effect until September 30, 2025, at which time a renewal process will take place.*

The Salvation Army, a Georgia Corporation, for the Salvation Army Garland Corps ("Salvation Army" or "Salvation Army, Garland Corps") and the City of Rowlett enter into this Funding Agreement for the purpose of providing utility (water, electric, gas) assistance to the residents of Rowlett. It is intended to specifically service families and individuals in need or at risk of utility disconnection or experiencing an emergency. Residents must meet the guidelines set and agreed upon by both the Salvation Army and the City of Rowlett.

The Salvation Army and the City of Rowlett agree to the following provisions:

### **The Salvation Army, Garland Corps shall:**

Utilize the following criteria in the qualifying process:

- Client can receive utility assistance once every 12 months on a rolling basis
- Clients will qualify based on income by showing they make 0% to 80% of the median household income as defined by the Department of Housing and Urban Development (HUD)
- Utility bill must be in the client's name that is requesting the assistance
- \$250 assistance cap per family per address with exceptions being approved by Corps Officer based on emergencies up to \$400
  - Assistance funds may pay for penalties
  - Assistance funds may not pay for deposits
  - Assistance may be rendered regardless of length of residency
- Provide reporting to the City on a monthly basis and will follow the format similar to Community Development Block Grant (CDBG) requirements due no later than the 5<sup>th</sup> business day of each month
- Funds for direct client assistance will be paid by the Garland Corps and reimbursed monthly by the City of Rowlett
- Funding cycle will adhere to the City's fiscal year (October 1, 2024 – September 30, 2025)

### **The City of Rowlett shall:**

Provide an amount not to exceed an aggregate total of \$32,085 to the Salvation Army, Garland Corps to assist ONLY residents of Rowlett with utilities (water, electric, gas).

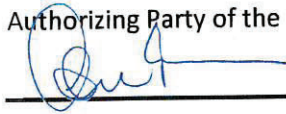
Funds for direct client assistance will be paid by the Garland Corps and reimbursed monthly by the City of Rowlett by the last business day of the month

Funding cycle will adhere to the City's fiscal year (October 1, 2024 – September 30, 2025)

**INDEMNIFICATION:** The Salvation Army, a Georgia Corporation ("TSA") shall hold harmless and defend the City of Rowlett, its agents, and employees from suits and actions: including attorney's fees, all cost of litigation, and judgement brought against the City of Rowlett as a result of loss, damage or injury to persons or property only if as a result of TSA's negligent or intentional acts.

**TERMINATION:** This Agreement shall terminate with thirty (30) days written notice by either party.

Authorizing Party of the Salvation Army, a Georgia Corporation for the Salvation Garland Corps:



10/23/24

Date

Signature

Lt. Col. Art Penhale, Texas Divisional Commander

Printed Name and Title

Authorizing Party of the City of Rowlett:



Signature

10/28/2024

Date



Printed Name and Title