



**MINUTES SPECIAL
COUNCIL MEETING**

Thursday, August 10, 2017 – 12:00 pm
Police and Courts Building, 100 West Main Street
Royse City, Texas

A. CALL TO ORDER 12:02 PM BY MAYOR NICHOL

Announce the presence of a quorum.

- Members Present: Mayor, Janet Nichol
Council Member Place 3, Bruce Bradley
Council Member Place 4, Matt Wheatley 12:07 pm
Council Member Place 5, James Branch
Council Member, Place 6, Tom Crowley
- Members Absent: Council Member Place 1, Charles Houk
Mayor Pro Tem, Council Member Place 2, Clay Ellis
- Staff Present: City Manager, Carl Alsabrook
City Secretary, Deborah Sorensen
City Attorney, Jason Day
Director of Finance, Shannon Raymond
Executive Dir. of Develop. & Community Services, Janet McPherson
Police Chief, Jeff Stapleton
Fire Chief, Rickey Bell
Director of HR, Tauna Ratliff
Main Street Manager, Paula Morris
Executive Director of Community Development Corp., Larry Lott

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Nichol gave invocation and led the Pledge of Allegiance.

C. CITIZENS PARTICIPATION

None

D. BUSINESS

1. Discussion concerning overview of FY 2017-2018 Budget, including presentation of effective and rollback rate, and any matters related thereto.

Carl Alsabrook presented the Proposed FY 2017-2018 Budget. He thanked Shannon Raymond for going above and beyond on the proposed budget. The proposed budget is being based on a tax rate assumption of \$0.6215, which is a 5.56 cent tax rate reduction. The budget adoption will be on September 12th.

2. Consider and act upon approving a proposed maximum Tax Rate for 2017 for public notice requirements, and any matters related thereto.

Shannon Raymond stated staff is recommending a tax rate of \$0.6215, which is slightly lower than the Effective Tax Rate of \$0.621561. The Rollback Rate is \$0.625872. Our current Tax Rate is \$0.6771. This is the time to set the maximum tax rate, you can adopt a lower rate, but you can't adopt a higher rate.

Council Member Branch made a motion to set the maximum tax rate at \$0.6215. Council Member Bradley seconded the motion. **Motion passed 5-0.**

3. Consider and act concerning setting the dates and times for Tax Rate and Budget Public Hearings, and any matters related thereto.

Shannon Raymond stated since the proposed maximum tax rate is below the Effective Tax Rate, we are only required to have one public hearing for the budget. The Local Government Code requires one public hearing specific to the budget and the City Charter further requires two separate publications. Staff recommends this hearing be held either August 29th in advance of budget adoption in September or September 12th at 7:00 pm in the Council Chambers; followed by adoption of the budget and tax rate.

Council Member Wheatley made a motion to set the date and time for the Budget Public Hearing for September 12th. Council Member Bradley seconded the motion. **Motion passed 5-0.**

4. Consider and act authorizing City Manager to execute a professional services agreement for IT Management Services, and any matters related thereto.

Shannon Raymond explained that My Computer Guy has been helping us keep everything going including the servers. This contract will allow managed care option, which we do not have at this time.

Council Member Branch made a motion to authorize the City Manager to execute a professional services agreement for IT Management Services. Council Member Wheatley seconded the motion. **Motion passed 5-0.**

5. Consider and act authorizing City Manager to execute a purchase order to Dell in an amount not to exceed \$32,000 for server replacements, and any matters related thereto.

Carl Alsbrook stated items 5 and 6 are combined. Our servers are in critical shape and have not been addressed since 2008. The servers are tied to the video security cameras. We couldn't do the one without the other. We had to make sure that they would integrate. We also wanted to make sure that they were expandable without having to totally redoing the system.

Council Member Wheatley made a motion to authorize the City Manager to execute a purchase order not to exceed \$32,000. Council Member Branch seconded the motion. **Motion passed 5-0.**

6. Consider and act authorizing City Manager to execute a purchase order for security camera installations, and any matters related thereto.

Carl Alsbrook stated we received three bids for the security camera installations. We vetted the companies and had My Computer Guy vet them as well. Based on the quality, staff is recommending we go with McKinney Security Solution. All questions and concerns have been addressed. These are for the police facility as well as City Hall. We proposed for the purchase order to not exceed \$40,000.

Council Member Crowley made a motion to authorize the City Manager to execute a purchase order for security camera installations not to exceed \$40,000. Council Member Bradley seconded the motion. **Motion passed 5-0.**

7. Consider and act authorizing City Manager to execute a purchase order to Sam Pack Five Star Ford for \$72,403 for police vehicle and animal services truck, and any matters related thereto.

Carl Alsabrook stated this is a testament to the ability of our Department Heads to work within their budget and save money where they can. These purchases will be funded immediately. The police vehicle will be a Ford Explorer, which is what Chief Stapleton has requested. The animal services truck is a 2006 model and needs to be replaced.

Council Member Wheatley made a motion to authorize the City Manager to execute a purchase order for the two vehicles. Council Member Branch seconded the motion. **Motion passed 5-0.**

8. Consider and act authorizing City Manager to execute a professional services agreement for Howard Street paving, drainage and utility improvements and any matters related thereto.

Carl Alsabrook stated that historically we have utilized the services of one engineering firm. We are proposing to start using a pool of engineering firms for various projects. Staff recommends using Verdunity on this project with the amount not to exceed \$145,000.

Council Member Wheatley made a motion to authorize the City Manager to execute a professional services agreement for Howard Street. Council Member Branch seconded the motion. **Motion passed 5-0.**

9. Consider and act authorizing City Manager to execute contract for employee health insurance with Texas Municipal League Intergovernmental Risk Pool, and any matters related thereto.

Carl Alsabrook explained that staff attempted to get other vendors by bid, but were unsuccessful. Employees and family members are reasonably happy with the insurance coverage. We are comfortable with the management of the program. He added, short of hiring a consultant for about \$50,000 to \$60,000, it doesn't make sense for us to go in that direction. He is comfortable recommending TML Intergovernmental Risk Pool. We will have exactly the same coverage as we do now.

Council Member Bradley made a motion to continue with TML Intergovernmental Risk Pool for 2017-2018 year. Council Member Branch seconded the motion. **Motion passed 5-0.**

E. RECESS CITY COUNCIL MEETING AT 12:23 PM

F. EXECUTIVE SESSION

Recess into Closed Session in compliance with Section §551.001 etseq. Texas Government Code, to wit:

Section §551.074 – Personnel Matters

1. To deliberate annual evaluations of the City Manager, City Attorney, City Secretary, and Municipal Judge.

G. CLOSE EXECUTIVE SESSION AT 2:08 PM

H. RECONVENE CITY COUNCIL MEETING AT 2:08 PM

1. Further discussion and possible action from Executive Session concerning legal annexation issues, and any matters related thereto.

No action taken

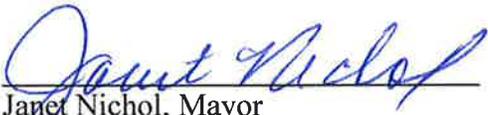
I. FUTURE AGENDA ITEMS

1. Consider and/or action to determine and direct City Staff in scheduling topics for discussion at future City Council Meetings, and any matters related thereto.

None

J. ADJOURN AT 2:09 PM

Council Member Branch made a motion to adjourn the meeting. Council Member Crowley seconded the motion. **Motion passed 5-0.**


Janet Nichol, Mayor

ATTEST:


Deborah Sorensen, TRMC, CMC, City Secretary

