



**MINUTES REGULAR
COUNCIL MEETING**

Tuesday, February 27, 2018 – 7:00 pm
Police and Courts Building, 100 West Main Street
Royse City, Texas

A. CALL TO ORDER 7:01 PM BY MAYOR NICHOL

Announce the presence of a quorum.

- Members Present: Mayor, Janet Nichol
Council Member Place 1, Charles Houk
Council Member Place 3, Bruce Bradley
Council Member Place 4, Matt Wheatley
Council Member Place 5, James Branch
Council Member, Place 6, Tom Crowley
- Members Absent: Mayor Pro Tem, Council Member Place 2, Clay Ellis
- Staff Present: City Manager, Carl Alsabrook
City Attorney, Jason Day
City Secretary, Deborah Sorensen
Assistant City Secretary, Amy Dial
Director of Finance, Shannon Raymond
Police Chief, Jeff Stapleton
Fire Chief, Rickey Bell
Director of Public Works, Dario Lopez
Parks & Facilities Superintendent, Martin Torres
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. PRESENTATION

1. Sarah Huntsman, with Carter Blood Care, to present Award of the Battle of the Badges, and any matters related thereto.

Sarah Huntsman presented the Battle of the Badges to Police Chief Stapleton. A total of 42 units were collected over two days, which will save over 120 lives in our community.

E. RECOGNITION

1. Recognition of Amy Dial for receiving Texas Registered Municipal Clerk (TRMC) designation by the Texas Municipal Clerk Association and recognized and endorsed by Section 22.074 of the Texas Local Government Code, and any matters related thereto.

Mayor Nichol recognized Amy Dial for receiving the Texas Registered Municipal Clerk designation. Mayor Nichol thanked Amy for helping out and congratulated her on her accomplishment.

F. RECESS CITY COUNCIL MEETING AT 7:03 PM

G. PUBLIC HEARING

1. Take testimony concerning an annexation of A0946 Shelby County School Land, 8.77 acres being right-of-way for Interstate Highway 30 (I-30), Hunt County, Texas.

No one spoke for or against.

H. CLOSE PUBLIC HEARING AT 7:05 PM

I. RECONVENE CITY COUNCIL MEETING AT 7:05 PM

J. CONSENT AGENDA

1. City Council Minutes: February 13, 2018 and February 20, 2018

Council Member Branch made a motion to approve the Consent Agenda. Council Member Crowley seconded the motion. **Motion passed 6-0.**

K. RECESS CITY COUNCIL MEETING AT 7:07 PM

L. PUBLIC HEARING #2

1. Take testimony concerning an annexation of A0946 Shelby County School Land, 8.77 acres being right-of-way for Interstate Highway 30 (I-30), Hunt County, Texas.

No one spoke for or against.

M. CLOSE PUBLIC HEARING AT 7:08 PM

N. RECONVENE CITY COUNCIL MEETING AT 7:08 PM

O. BUSINESS

1. Discussion concerning monthly revenue and expenditure report for January 2018, and any matters related thereto.

Shannon Raymond presented the January monthly revenue and expenditure report. Sales tax represents 23% of General Fund revenues. January 2018 receipts are for November sales and were 2.35% higher compared to January 2017 receipts after 380 rebates. Water/Sewer revenues and expenditures are within their budgeted thresholds. The draft audit has been received and the final audit will be presented at the second meeting in March.

2. Consider and act concerning authorization to award Water, Wastewater & Roadway Master Plan Updates and Impact Fee Studies to Birkhoff, Hendricks & Carter LLP, authorizing the City Manager to sign all documents related thereto, and any matters related thereto.

Carl Alsbrook stated this item is being presented with staff recommendations to proceed for two reasons. First, the studies are required statutorily and it is time to update them. Second, it is the next logical step in the Comprehensive Plan Update. Council Member Branch stated that this is a lot of money. He asked if the wastewater was just thrown in to look at or if it is something that is necessary. Shannon Raymond stated that it was added based upon the engineer's recommendation.

Matt Hickey, with Birkhoff, Hendricks & Carter LLP, stated that there are three pieces to the wastewater study. One is to update the Master Plan based on the Comprehensive Plan that was recently updated. The second is to update the Impact Fees. The third is to install 23 wastewater flow meters into your system to determine where the rainwater is entering into your system and try to prevent that from happening in the future. It also allows us to make our models more accurate, rather than using comparable data from other cities.

Mayor Nichol asked if this was mandatory to update every so often. Matt Hickey responded that the Impact Fee Study and the Master Plan is part of the Impact Fee Study. Council Member Houk asked if we will be able to tell how much is sewer and how much is rainwater. Matt responded what they will be able to do is calculate what we think it is by calculating dry weather flows and wet weather flows. Council Member Houk asked if the study is over a year's time. Matt stated that the equipment is in for two months. Council Member Crowley asked if this is a yearlong study and what are the parameters. Matt responded that the complete study for the Master Plan and Impact Fee Study will take about a year. The rain water study will happen immediately.

Council Member Branch asked where we are getting the money from to fund this. Shannon stated it is from impact fees. Council Member Bradley asked if this is approved today, can you get started in March. Matt stated that they are ready to go, once the contract is signed.

Council Member Crowley made a motion to authorize the City Manager to sign the contract. Council Member Houk seconded the motion. **Motion passed 6-0.**

3. Consider and act concerning an Ordinance Cancelling the May 5, 2018 General Election, and any matters related thereto.

Deborah Sorensen reported the two statutory deadlines to file for a candidacy has passed. There was only one filing per open seat, therefore creating all offices for the election unopposed. She presented the Certification of Unopposed Candidates. Therefore, the election scheduled for May 5, 2018 can be cancelled. The Oath of Office will be given to each elected official at the May 8, 2018 meeting.

Council Member Houk made a motion to approve. Council Member Bradley seconded the motion. **Motion passed 6-0.**

4. Consider and act concerning an Ordinance Amending Chapter 1 General Provisions, Schedule of Fire Permit Fees and Misc. Fees, and Chapter 5 Fire Prevention and Protection of the Code of Ordinances, and any matters related thereto.

Tanner Dietz, Fire Marshall, presented the updated version of the fire permit fees. Mayor Nichol asked what a page consist of. Tanner replied that when we receive a fire sprinkler plan or a fire suppression plan, they are usually one page. That does not include the specification sheets. Council Member Houk asked about a third party plan review. Tanner stated that a building requires fire sprinkler system. We will do the underground in house, which is the \$150 for the first page, which is usually all

that they are. The next step will be the above ground fire sprinkler system; the contract would submit these plans to one of the six proposed third party review companies. They will get either approved or denied based upon our local rules. The reason for the third party review is to take the liability off of the city for the review of the system since he is not a licensed engineer.

Council Member Bradley made a motion to approve the fee schedule as presented. Council Member Wheatley seconded the motion. **Motion passed 6-0.**

5. Discussion concerning City Manager update: Development, and any matters related thereto.

Carl Alsabrook reported Kwik Kar, Popeye's, and Arby's have gone vertical. Arby's has an issue which should be resolved Thursday night. The next construction that will start is Burger King. Construction has come to a halt due to the weather.

The FM 2642 Bridge Project is 42% complete in about 32% of the time, they are ahead of schedule.

This Saturday is the Old Town Block Party. Streets will close at 8 am. The event of from 11 am to 4 pm. Streets will reopen once the street is clear.

Carl added that he, Rob Cooper, and Chief Stapleton just returned from Austin for the Rockwall County Days. It was enlightening. Senator Hall was not there, however, Representative Holland was there.

City Council did not adjourn into Executive Session

K. FUTURE AGENDA ITEMS

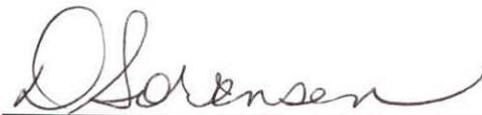
1. Consider and/or action to determine and direct City Staff in scheduling topics for discussion at future City Council Meetings, and any matters related thereto.

Mayor Nichol stated she appreciates the Police Department, Fire Department, and Public Works Department for helping people with the recent flooding.

L. ADJOURN AT 7:26 PM

Council Member Branch made a motion to adjourn the meeting. Council Member Crowley seconded the motion. **Motion passed 6-0.**

ATTEST:



Deborah Sorensen, TRMC, CMC, City Secretary



Janet Nichol, Mayor