



**MINUTES SPECIAL
COUNCIL MEETING**

Tuesday, January 22, 2019 – 6:00 pm
Police and Courts Building, 100 West Main Street
Royse City, Texas

A. CALL TO ORDER 6:02 PM BY MAYOR NICHOL

Announce the presence of a quorum.

Members Present: Mayor, Janet Nichol
Council Member Place 1, Charles Houk
Mayor Pro Tem, Council Member Place 2, Clay Ellis
Council Member Place 3, Bruce Bradley
Council Member Place 5, James Branch
Council Member, Place 6, Tom Crowley

Member Absent: Council Member Place 4, Matt Wheatley

Staff Present: City Manager, Carl Alsabrook
City Attorney, Jason Day
City Secretary, Deborah Sorensen
Assistant City Secretary, Camille Johnson
Director of Finance, Shannon Raymond
Police Chief, Jeff Stapleton
Fire Chief, Rickey Bell
Fire Marshall, Tanner Dietz
Director of Public Works, Dario Lopez
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. BUSINESS

- 1. Presentation and discussion of City Wide Space Needs Assessment, and any matters related thereto.

Carl Alsabrook stated it was discussed at the midyear retreat last April, about contracting with someone regarding an update and assessment of where our current facilities are and what our needs might be. He introduced Dwayne Brinkley with BSW Architects. Carl explained that first there will be a presentation by Dwayne Brinkley concerning what the space study revealed and then City Council can make a decision to either move forward or not. This would be the first step in starting the process.

Dwayne Brinkley gave a brief history of his firm. He gave a scope and process overview. They focused on departmental space needs for population targets of 2023, 2028, and 2038. He created a baseline of staffing growth and parking needs.

Developed thoughts on building utilization options and created comprehensive budgets for options. All city facilities are in need of replacement over time. The priorities are police/fire, animal shelter, public works/parks, light renovation of City Hall, eventual replacement, and possibly relocate library. The unique downtown is to be preserved. The geographical center of the City will shift to the North and East of current downtown as City grows. There could be cost benefits to creating a Civic Center that combines several city activities together on one campus. He also reviewed the summary of facility needs based on future population and gave conceptual development budgets. The next steps are to establish priorities, develop supporting conceptual designs and budgets for priority projects, funding of projects, and the construction of projects.

Council Member Houk asked if they looked at the possibility of repurposing the old buildings. Dwayne responded yes. Council Member Houk further asked what cities normally do with abandoned buildings. Dwayne stated that they sale them.

Mayor Pro Tem Ellis asked if the soil testing estimate was for all of the sites. Dwayne replied no, that is just for one location. Council Member Branch asked which building would need to be replaced first. Dwayne stated there is an overcrowding problem in the Police Department. Public Safety is always a priority. Fire Department should also be considered. Public Works is marginal and City Hall can operate with a few wall movements and TLC of the outside of the building. Council Member Branch asked what the next step was. Dwayne stated establish priority and get with bond counsel and get conceptual drawings.

Council Member Bradley asked at what point in population growth you suggest Fire Station #2. Dwayne responded that it depends on response times. Mayor Nichol appreciates what has been done and is eye opening.

2. Consider and act concerning authorization to proceed with concept plans and approve contract with BSW Architects for City Wide Space Needs Assessment, and any matters related thereto.

Carl Alsbrook stated we are not ready to move forward with any type of building projects. The first step would be to move forward with concept plans, which do not expire, and pay as we go. If approved, BSW Architect would meet with police and fire and establish a floor plan. Dwayne added that he would like to perform soil testing. The time from start of design work to completion of building is about 2½ years. Council Member Branch asked if staff is asking for all concept plans. Carl responded no, recommend police and fire departments first.

Council Member Branch made a motion to recess the meeting. Council Member Houk seconded the motion. **Motion passed 6-0. Meeting was recessed at 7:01 pm.**

Mayor Nichol reconvened the meeting at 7:03 pm.

Council Member Branch asked about the costs. Carl stated that it is \$104,000. They would cover the costs for conceptual plans for the police station and fire station. Council Member Branch asked if a building for City Hall would fit on the property downtown. Dwayne believes that it would. Council Member Branch stated he doesn't want to wait five years to build. Council Member Houk expressed concern that we will eventually run out of money. Council Member Branch stated that he agrees we need to get ahead and start planning, he just doesn't know what the right plan is. Carl stated that regardless of what is decided, we are not wasting

money on these plans. Council Member Houk thinks that this is important and it is important to plan. Mayor Nichol confirmed that we are looking at police and fire first.

Mayor Pro Tem Ellis made a motion to move forward with concept plans for police and fire for \$104,000. Council Member Branch seconded the motion. **Motion passed 6-0.**

F. ADJOURN AT 7:18 PM

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



Janet Nichol, Mayor

ATTEST:



Deborah Sorensen, TRMC, CMC, City Secretary

