



**MINUTES REGULAR  
COUNCIL MEETING**

**Tuesday, May 14, 2019 – 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  
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

Members 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  
Director of Develop. & Community Services, Rob Cooper  
Police Chief, Jeff Stapleton  
Fire Chief, Rickey Bell  
Fire Marshal, Tanner Dietz  
Director of Public Works, Dario Lopez  
Parks & Facilities Superintendent, Martin Torres  
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. OATH OF OFFICE**

Janet Nichol, Mayor  
Charles Houk, Council Member Place 1  
Bruce Bradley, Council Member Place 3  
James Branch, Council Member Place 5

The Oaths of Office were given by City Secretary, Deborah Sorensen.

**D. APPOINT MAYOR PRO TEM**

1. Consider and act concerning appointment of Mayor Pro Tem, and any matters related thereto.

Council Member Bradley made a motion to appoint Council Member Clay Ellis as Mayor Pro Tem. Council Member Houk seconded the motion. **Motion passed 6-0.**

**E. CITIZENS PARTICIPATION**

None

**F. NEW EMPLOYEE**

1. Gerald "Jerry" Stevens – Building Inspector

Rob Cooper introduced Jerry Stevens, who was unable to attend the meeting, and read Jerry's bio.

**G. RECESS CITY COUNCIL MEETING AT 7:07 PM**

**H. EXECUTIVE SESSION**

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

Section §551.071 – Consultation with City Attorney

1. Discussion with City Attorney concerning legal annexation issues.

**I. CLOSE EXECUTIVE SESSION AT 7:17 PM**

**J. RECONVENE CITY COUNCIL MEETING AT 7:17 PM**

**K. TAKE ANY ACTION AS A RESULT OF EXECUTIVE SESSION**

No action taken.

**L. CONSENT AGENDA**

1. City Council Minutes: April 23, 2019 Regular Meeting

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

**M. BUSINESS**

1. Discussion concerning expansion of the CASA Weather Radar Network, and authorizing the City Manager to sign letter of support to CASA Engineering Research Center, and any matters related thereto.

Carl Alsbrook stated a few months ago, he was contacted by CASA Engineering Research Center, located Amherst, Massachusetts, regarding enhanced weather radar network. They are looking for federal grant money and are looking for locations for their radars. The North Texas Council of Government (NTCOG) referred them to Royse City. The benefit to Royse City is the construction of the facility will be borne by CASA Engineering Research Center by the federal grant. They have looked at several locations, one being on top of the new fire station, they have also looked at free standing sites. The only costs to the city would be providing high speed internet and electricity; and housing it if the fire station location is selected. The costs would be credited back through membership fees. They would also make sure that the school district has access to the information as well. They are asking for a letter of support for the grant. The city is not on the hook for anything if the grant doesn't come through. Council Member Crowley asked if the City Attorney is ok with the letter. Jason Day stated he was. City Council is fine with the letter of support being sent.

2. Consider and act concerning an Interlocal Agreement with Rockwall County for rendition of Fire Marshal Services, and authorizing the City Manager to sign all documents related thereto, and any matters related thereto.

Carl Alsbrook stated he was contacted by Rockwall County Judge Sweet regarding Fire Marshal services in Rockwall County. They are currently without a Fire Marshal. They do not have enough work for a full time Fire Marshal and asked if Royse City would be interested in providing Fire Marshal services on a contract basis. If there is a fire, the State Fire Marshal will come investigate. There was a question regarding what is value of the service. Carl is proposing to provide the service, free of charge, until July, then meet with Rockwall County and determine what the costs of the services should be. Jason has been working on the Interlocal Agreement for the services through September 30, 2019.

Tanner Dietz stated that Ron Merritt, with Rockwall County, has been handling all of the septic, building, and Fire Marshal services. Jim Simmons was the Fire Marshal for the county as an individual, and did not renew his contract. This agreement is only for contact with a developer regarding fire code related questions, and pre-development stages. Bureau Veritas is handling the plan review and inspections. Once the Certificate of Occupancy has been issued, then Tanner will do the fire inspection.

Mayor Nichol and Council Member Branch confirmed that this is only for the unincorporated areas in Rockwall County. Council Member Branch asked why Royse City. Carl replied that Fate didn't want to participate and Rockwall did not have time. Carl stated this contract is only through September 30<sup>th</sup>. We will meet with the county in July to determine what the costs will be valued. Council Member Branch asked how much work will there actually be and will Tanner have time. Tanner stated that last year the county only had six projects. There are not very many opened right now and they a few more coming. There are a lot of unknowns right now. It could be a couple of hours a week or a couple of hours a day. He just doesn't know right now. That is why they want to re-evaluate in July.

Mayor Pro Tem Ellis asked if we charge inspection fees now. Tanner stated that it depends. If it is new, i.e. fire alarm or fire sprinkler, then no, the city does not charge an inspection fee because it is part of the building permit. If it is for home occupancy or re-inspection, then the city does charge. Mayor Pro Tem Ellis added that we should come up with a minimal fee to charge the county and not just do it for free. Council Member Houk stated maybe a consulting fee. Council Member Branch stated that the city needs to come up with a fee. Carl added that we don't know how much the value is just yet, because we don't how much work there will be. The city can charge a flat fee for now and then re-evaluate in July. Council Member Houk asked if the city takes on any liability if something happens while he is working for the county. Jason stated there is liability on the city's part and they have insurance for that, worker's compensation and liability. Those costs should be factored into the fee being charged to the county. Council Member Branch asked if we agree to do this now and wait until July to negotiate a fee, will they prorate back to the beginning of the contract. Carl stated we will check into it. Council Member Bradley stated that in the contract as it reads right now, there is no payment shall be due to the city by the county through the term of this agreement. Council Member Bradley stated that what if it takes 33 1/3 percent of his time to perform the work; we wouldn't have any recourse to get reimbursed for the work. Jason Day added that he can change the 90 day cancellation clause to a 30 day cancellation clause. Mayor Nichol stated that she

doesn't understand why we would do it for free, we have to charge something. Council Member Branch stated why not approve the agreement now and put in the agreement to back pay based on what is agreed to in July. Council Member Houk likes the idea of the retro pay.

Council Member Bradley made a motion to approve the Interlocal Agreement with Rockwall County for rendition of Fire Marshal Services with the provision that in July what figure is agreement upon for the next fiscal year will be pro-rated back to the time our Fire Marshal starts rendering services for the county. Mayor Pro Tem Ellis seconded the motion. **Motion passed 6-0.**

3. Consider and act concerning awarding a contract for restrooms at City Lake Park to Restroom Facilities LTD and authorizing the City Manager to execute a purchase order for \$88,194.00, and any matters related thereto.

Martin Torres stated the restrooms will be at City Lake Park. They will be located at the end of Center Street about 100 yards west of the gazebo. The city has to prepare the pad and bring utilities to the restroom facility. Council Member Crowley asked if it will be lit and checked every day. Martin stated it would be.

Council Member Branch made a motion to award a contract for restrooms at City Lake Park to Restroom Facilities LTD. Council Member Crowley seconded the motion. **Motion passed 6-0.**

4. Consider and act concerning a Resolution Setting the Date, Time, and Place for Public Hearings on Proposed Annexation located along CR 2526 in Hunt County, and any matters related thereto.

Jason Day stated this is for Twin Pines which was discussed in Executive Session. This is just to set the date, time and place for the public hearings. Mayor Nichol asked if the public hearings will be done in two separate meetings. Jason replied that it can be, however, since this is a voluntary annexation, we were doing both public hearings at the same meeting.

Council Member Crowley made a motion to set the date, time, and place for the public hearings for June 11, 2019. Mayor Pro Tem Ellis seconded the motion. **Motion passed 6-0.**

5. Consider and act concerning a Community Development Corporation (CDC) Incentive Request to Hair Junkie, to offset costs associated with upgrade to facility located on S. Elm Street, not to exceed \$45,000.00, and any matters related thereto.

Larry Lott stated the CDC has approved an incentive request, pursuant to a signed Performance Agreement, for Hair Junkie to relocate its business to downtown Royse City. Hair Junkie's new location on S. Elm will require a new concrete parking lot and substantial exterior and interior upgrades to meet or exceed current building standards. The incentive will help offset a portion of the costs for the new parking lot which will contain a minimum of 25 spaces. As part of the Performance Agreement, the business agrees to grant reservation of the parking lot for three of the annual events held on Main Street. Hair Junkie now has six employees and will go to fourteen employees.

Council Member Crowley made a motion to authorize \$45,000 for the Hair Junkie incentive request. Council Member Bradley seconded the motion. **Motion passed 6-0.**

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

Carl Alsabrook reported that traffic under 30 on FM 2642 should be open soon. Buc-ee's should have a CO by Friday. Their grand opening should be around June 17<sup>th</sup>. Two members of the CDC Board and Carl will be heading to ICSC on Sunday. They will be out through Wednesday. On May 29<sup>th</sup>, Residential Strategies will be here to talk to City Council and the Planning and Zoning Commission regarding what is the market for Royse City.

**N. 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.

Council Member Crowley asked Carl to have a written or verbal status of all developments by the middle of next month.

**O. ADJOURN AT 8:03 PM**

Council Member Crowley made a motion to adjourn the meeting. Mayor Pro Tem Ellis seconded the motion. **Motion passed 6-0.**

  
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Janet Nichol, Mayor

ATTEST:

  
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Deborah Sorensen, TRMC, CMC, City Secretary

