



**MINUTES REGULAR  
COUNCIL MEETING**

**Tuesday, August 27, 2019 – 7:00 pm**  
Police and Courts Building, 100 West Main Street  
Royse City, Texas

**A. CALL TO ORDER 7:00 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 4, Matt Wheatley
- Members Absent: Council Member Place 5, James Branch  
Council Member, Place 6, Tom Crowley
- Staff Present: City Manager, Carl Alsabrook  
City Attorney, Jason Day  
City Secretary, Deborah Sorensen  
Assistant City Secretary, Camille Johnson  
Director of Finance, Shannon Raymond  
City Planner, Aaron Zilz  
Police Chief, Jeff Stapleton  
Fire Chief, Rickey Bell  
Fire Marshal, Tanner Dietz  
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**

Pastor Chris Everson, First United Methodist Church of Royse City, gave invocation and led the Pledge of Allegiance.

**C. PROCLAMATION**

1. Childhood Cancer Awareness

Mayor Nichol presented the Proclamation for Childhood Cancer Awareness to Sarah Jones.

**D. CITIZENS PARTICIPATION**

Carol Greenholgh, 1707 Ranch Road – Spoke concerning no regular maintenance in town. She has been here for 12 years. She has noticed that only when things get bad there is a repair. She also spoke about who is responsible for the parking lot between Soulman’s and the truck stop. There is debris and urine in the parking lot. She wants to

know who is in charge of cleanup. She has not gotten a response. The weeds in front of Soulman's and the ruts in front of Charlie's are eyesores. 106 S. Elm Street, the roof is caving in and is an eyesore. The area needs to be revitalized. Carl Alsabrook asked Ms. Greenholgh to call him to discuss these items.

**E. CONSENT AGENDA**

1. City Council Minutes: August 13, 2019 Special Meeting and August 13, 2019 Regular Meeting

Council Member Wheatley made a motion to approve the consent agenda. Council Member Bradley seconded the motion. **Motion passed 5-0.**

**F. BUSINESS**

1. Discussion concerning monthly revenue and expenditure report for July 2019, and any matters related thereto.

Shannon Raymond presented the July monthly revenue and expenditure report. July 2019 sales tax receipts are for May sales and were 8.52% higher compared to July 2018 receipts after 380 rebates.

2. Consider and act concerning an Interlocal Agreement for Child Abuse Task Force with Collin County, authorizing the City Manager to sign all documents related thereto, and any matters related thereto.

Jason Day stated that this Child Abuse Task Force Agreement is approved every few years with Collin County. Child abuse investigations require a lot of specialty and Collin County has great detectives that work this. The City pays \$2,500 for this service. There are a couple of small changes that need to be made. He asked that this item be approved subject to the City of Police and City Attorney making the changes.

Council Member Wheatley made a motion to approve the Interlocal Agreement pending the Chief of Police and City Attorney approving the changes. Mayor Pro Tem Ellis seconded the motion. **Motion passed 5-0.**

3. Consider and act concerning a contract for architect services for a fire station, authorizing the City Manager to sign all documents related thereto, and any matters related thereto.

Carl Alsabrook stated earlier this year City Council approved architectural services for designs for police and fire station. Brinkley, Sargent, Wiginton (BSW) Architects was engaged to perform this service and is near complete with the fire station conceptual plan and ready to move into design development and construction drawings, and working with the construction manager. The police department planning has started. This contract is for the fire station.

Council Member Bradley made a motion to authorize the architectural services subject to the final contract approval by the City Attorney. Council Member Wheatley seconded the motion. **Motion passed 5-0.**

4. Consider and act concerning approving a Construction Manager-At Risk for a fire station, authorizing the City Manager to sign all documents related thereto, and any matters related thereto.

Carl Alsabrook stated this is the next step in building the fire station. Six bids were received and interviewed three of the bidders. Staff recommends Core Construction be awarded the bid for the construction manager-at risk.

Council Member Wheatley made a motion to approve Core Construction as Construction Manager-At Risk. Council Member Houk seconded the motion.  
**Motion passed 5-0.**

5. Consider and act concerning a Development Agreement with Hines Acquisitions, LLC, regarding Creekside, and any matters related thereto.

This item was moved to the end of Business.

6. Consider and act concerning continuation with the Royse City Herald Banner or possible bid on the official newspaper, and any matters related thereto.

Deborah Sorensen stated that per the city's charter, City Council shall declare annually an official newspaper of general circulation in the City. Action could be to bid the official newspaper or to continue with the Royse City Herald Banner.

Council Member Wheatley made a motion to continue with Royse City Herald Banner as the official newspaper. Council Member Bradley seconded the motion.  
**Motion passed 5-0.**

7. Consider and act concerning approving the Community Development Corporation (CDC) Budget for FY 2019-2020, and any matters related thereto.

Larry Lott stated the budget was submitted and approved by the CDC Board. Larry reviewed the proposed CDC Budget for FY 2019-2020.

Council Member Bradley made a motion to approve the proposed CDC Budget for FY 2020. Council Member Wheatley seconded the motion. **Motion passed 5-0.**

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

Carl Alsabrook reported Public Works has been working hard. They have put down 64,000 pounds of asphalt this past week. They also worked on a couple of major drainage projects, on College Street and Walnut Street. The Railroad Company has approved destruction of the building at 106 Elm Street. Staff is waiting for the traffic engineer to design the parking lot. Once it has been designed, the building will be torn down.

Carl added that the I-30 expansion is still underway. There will be a new bridge system and overpass at FM 548 and FM 35, as well as a few turnarounds.

5. Consider and act concerning a Development Agreement with Hines Acquisitions, LLC, regarding Creekside, and any matters related thereto.

Dustin Davidson, Hines Acquisitions, LLC, gave a presentation regarding Creekside development. They are proposing just fewer than 1,100 lots north of Highway 66. The first phase will be 40 lots. They want to have an amenity rich environmental. The amenity center will be in the first phase. They want to maintain flexibility of what the amenities will be. This is about a 10 year project and amenities will change. They will do an extensive hike and bike trail. They have also added a requirement of 20% of homes will have j-swing driveways. They also went up 10% on the minimum square feet and increase the distance of how many repetitive homes are allowed, increased masonry requirements and doubled

architectural design elements. They also added the parkland dedication fee and will fund a pool. The amenities will be spread throughout the subdivision. They are proposing eight amenities and at least three being in the rear of the subdivision. They will also install an outdoor emergency siren.

**G. RECESS CITY COUNCIL MEETING AT 7:52 PM**

**H. EXECUTIVE SESSION**

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

Section §551.071 - Private consultation with the City Attorney and Section §551.074 – Personnel Matters

1. Discussion with City Attorney regarding Development Agreement with Hines Acquisitions, LLC, concerning Creekside.
2. Discussion with City Attorney regarding First Amendment to Subdivision Improvement Agreement with Vista Oaks Estates, LLC, concerning Vista Oaks Estates.
3. To deliberate annual evaluations of the City Manager, City Attorney, City Secretary, and Municipal Judge.

**I. CLOSE EXECUTIVE SESSION AT 9:58 PM**

**J. RECONVENE CITY COUNCIL MEETING AT 9:58 PM**

1. Further discussion and possible action from Executive Session regarding Development Agreement with Hines Acquisitions, LLC, concerning Creekside, and any matters related thereto.

Mayor Pro Tem Ellis made a motion to approve the Development Agreement with Hines Acquisitions, with the City Manager and City Attorney to work out the changes recommended. Council Member Wheatley seconded the motion. **Motion passed 5-0.**

2. Further discussion and possible action from Executive Session regarding First Amendment to Subdivision Improvement Agreement with Vista Oaks Estates, LLC, concerning Vista Oaks Estates, and any matters related thereto.

Mayor Pro Tem Ellis made a motion to approve the First Amendment to Subdivision Improvement Agreement with Vista Oaks Estates, LLC. Council Member Bradley seconded the motion. **Motion passed 5-0.**

3. Further discussion and possible action from Executive Session concerning the annual evaluations for the City Manager, City Attorney, City Secretary, and Municipal Judge, and any matters related thereto.

No action taken.

**K. BUSINESS**

1. Consider and act concerning approving new Community Development Corporation (CDC) Executive Director, and any matters related thereto.

Larry Lott stated had 55 applicants for the Executive Director position. It was narrowed down and interviewed two applicants. The CDC has selected Charles Houk to be Executive Director.

Council Member Houk tendered his resignation to be effective immediately and recused himself from the dais.

Mayor Pro Tem Ellis made a motion to accept Council Member Houk's resignation. Council Member Bradley seconded the motion. **Motion passed 4-0.**

Larry asked City Council to confirm the recommendation of the CDC Board to appoint Charles Houk as the CDC Executive Director.

Mayor Pro Tem Ellis made a motion to approve Charles Houk as the CDC Executive Director effective 08/29/19. Council Member Bradley seconded the motion. **Motion passed 4-0.**

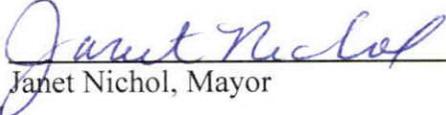
**L. FUTURE AGENDA ITEMS**

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

**M. ADJOURN AT 10:04 PM**

Mayor Pro Tem Ellis made a motion to adjourn the meeting. Council Member Wheatley seconded the motion. **Motion passed 4-0.**

  
Janet Nichol, Mayor

**ATTEST:**

  
Deborah Sorensen, TRMC, CMC, City Secretary

