

MEETING
Town of Little Elm
100 W Eldorado Parkway
Little Elm, Texas 75068-5060

214-975-0404
<http://www.littleelmtx.us>

Public Hearing and Work Shop

Tuesday, January 10, 2012 - 6:30 PM
Town Council Chambers
100 West Eldorado Parkway
Little Elm, TX 75068

1. Roll Call/Call to Order.
2. Public Hearing to allow for final public comment regarding the completion of the 2008 Texas Capital Fund Program-Infrastructure Improvements, Contract 728092, benefitting Retractable Technologies, Inc. The general public is invited to attend and participate. 3
 - A. Staff Report.
 - B. Open Public Hearing.
 - C. Receive Public Comments.
 - D. Close Public Hearing.
3. Work Shop:
 - A. Discussion-Little Elm Park Street Names. (Director of Development Services) 4
 - B. Discussion on expanding Development Officer job description requirements. (Director of Development Services) 6
 - C. Presentation and Discussion on Utility Billing Processes and Procedures. (Director of Finance) 9
 - D. Discussion-financing of the budgeted ambulance and recently purchased patrol boat as an all-inclusive financing proposal option. (Director of Finance) 10

E. Discussion regarding rescheduling/cancelling of the February 21st Regular Council Meeting. (Interim Town Manager)

F. Discussion regarding holding Council Workshop in lieu of Pre-Session prior to Regular Meeting. (Interim Town Manager) 11

4. Adjourn.

Pursuant to the Texas Open Meeting Act, (Chapter 551, Texas Government Code), one or more of the above items will be taken or conducted in open session following the conclusion of the executive closed session.

Persons with disabilities who plan to attend this meeting and who may need auxiliary aide of service such as interpreters for the hearing impaired, reader or large print are requested to contact the secretary at 214-975-0404 two days prior to the meeting so appropriate arrangements can be made. **BRAILLE IS NOT PROVIDED.**

Respectfully,

Town Secretary

This is to certify that the above notice was posted on the bulletin board at the Town Hall Center this 6th day of January 2012.

NOTICE OF PUBLIC HEARING

The Town of Little Elm will hold a public hearing on January 10, 2012, at 6:30 p.m. in the Town of Little Elm, Council Conference Room, 100 West Eldorado Parkway, Little Elm, Texas.

The purpose of the public hearing is to allow for final public comment regarding the completion of the 2008 Texas Capital Fund Program – Infrastructure Improvements, Contract 728092, benefitting Retractable Technologies, Inc. The general public is invited to attend and participate.

In addition, should any non-English speaking citizen(s) desire to address the Town during such hearing and needs the assistance of an interpreter, the Town will attempt to provide one if sufficient notice is provided. Also, should any citizen(s) desire technical assistance, handicap accessibility to the hearing site, or need interpreter assistance, please call Kathy Phillips, Town Secretary, at 214/975-0475. Written comments may be sent to Town of Little Elm, 100 West Eldorado Parkway, Little Elm, Texas 75068-5060, or to the City's grant consultant (Municipal Development Services) at P.O. Box 1705, Forney, Texas 75126 (972-564-9298).

Charles Platt
Mayor
Town of Little Elm

TOWN OF LITTLE ELM

AGENDA INFORMATION SHEET:

COUNCIL MEETING

DATE: January 10, 2012

PROJECT: Discussion on street names for Little Elm Park

DESCRIPTION: Due to recent road expansion and improvements inside Little Elm Park Town Staff is looking for Council direction for street names. Little Elm Park Road has very close wording to Little Elm Parkway near Kroger and may cause some confusion. Staff has discussed naming the main entrance the same as Lobo Lane since the new drive will line up with Lobo Lane and naming the road down to Lighthouse Grill and the Swim Beach to Lighthouse Beach Drive. Staff has some ideas for the new connector road to Main Street to present.

COST: N/A

FUNDING: N/A

SCHEDULE: N/A

RECOMMENDED ACTION: Staff looking for Council direction.

TOWN CONTACT: Jason W. Laumer, P.E.
Director of Development Services
JLaumer@littleelm.org
(214) 975-0473

ATTACHMENTS: Attached Little Elm Park Exhibit



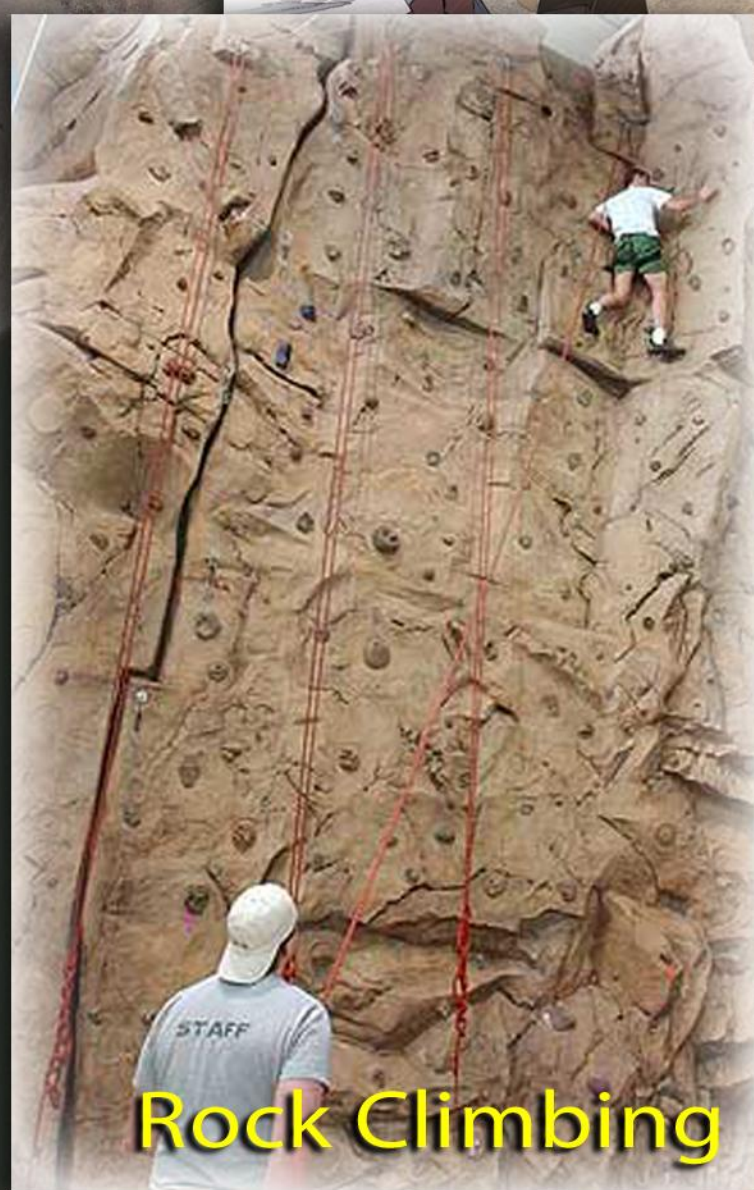
Wake Boarding



Ski Tow



Flowrider



Rock Climbing



Boat Launch



Spray Ground



Little Elm Park

Little Elm Parks Master Plan

TOWN OF LITTLE ELM

AGENDA INFORMATION SHEET:

COUNCIL MEETING

DATE: January 10, 2012

PROJECT: Discussion regarding Development Officer job description to include Health Inspections

DESCRIPTION: The development officer position and job responsibilities were presented and approved by Town Council during the 2012 FY budget process. Over the last year Development Services has been reviewing our Health Inspection process and procedures. We have looked at several options, what process and fees other cities have, and the costs for in-house vs. consultants. During the recent interview process for the development officer position, which will be performing rental inspections, commercial site inspections, and various zoning related codes, staff came across an applicant that can perform these duties and perform Health Inspections.

Staff would like to improve the health inspection process and believe the cheapest most effective way would be to expand the job duties of the development officer position which would cause a change in the pay plan approved by Council for the position to grade P, step 2. Overall it would be a savings to the budget and not require a budget amendment. The pay plan adjustment would be approximately \$8,000 while the annual cost for the Health Contract is \$20,000 (see attached chart). The Town would still contract out for occasionally for septic inspections which have been less than \$1,000 a year for the last three years.

COST: N/A

FUNDING: N/A

SCHEDULE: N/A

**RECOMMENDED
ACTION:**

Staff looking for Council direction.

TOWN CONTACT:

Jason W. Laumer, P.E.
Director of Development Services
JLaumer@littleelm.org
(214) 975-0473

ATTACHMENTS:

Health Costs FY

Health Costs FY 2010-Current						
	Food		Pool	Septic	Total	Total Food/Pool
FY 2010	\$ 19,653	\$	2,000	\$ 375	\$ 22,028	\$ 21,653
FY 2011	\$ 19,903	\$	425	\$ 670	\$ 20,998	\$ 20,328
FY 2012	\$ 10,475	\$	-	\$ 340	\$ 10,815	\$ 10,475



TOWN OF LITTLE ELM AGENDA INFORMATION SHEET REGULAR AGENDA

**COUNCIL
SESSION:**

January 10, 2012

ITEM:

PRESENTATION AND DISCUSSION ON UTILITY BILLING PROCESSES AND PROCEDURES.

BACKGROUND:

Often Council Members and others receive feedback or inquiries regarding the Town's Utility Billing business practices. This presentation is for the purpose of clarifying our current practices in regard to billing, collections, notices and payment options.

FISCAL IMPACT:

N/A

**RECOMMENDED
ACTION:**

No action necessary! However, confirmation of existing practices or suggested changes is welcomed.

ATTACHMENTS:

None

TOWN CONTACT:

Alan Dickerson, Finance Director



TOWN OF LITTLE ELM AGENDA INFORMATION SHEET REGULAR AGENDA

**COUNCIL
SESSION:**

January 10, 2012

ITEM:

DISCUSSION - FINANCING OF THE BUDGETED AMBULANCE AND RECENTLY PURCHASED PATROL BOAT AS ALL-INCLUSIVE FINANCING PROPOSAL OPTION.

BACKGROUND:

The purpose of this item is to discuss financing options for the budgeted ambulance and recently authorized acquisition of the Patrol Boat.

The original intent was to pay cash for the Patrol Boat but since we were doing a financing arrangement for the Ambulance Box and Chassis, I thought that we could go ahead and include the Boat in a bundled financing package. Both assets have useful lives that extend beyond the financing term.

Item	Capital Costs	Budget for Capital Outlay
Ambulance	\$200,050	\$200,500
Patrol Boat	<u>\$128,192</u>	<u>\$100,000</u>
Total:	\$328,242	\$300.500

FISCAL IMPACT:

The Financing proposal is for a term of 3 years for an interest cost of \$17,900

**RECOMMENDED
ACTION:**

The Finance Director would like to obtain direction to bring back for action on January 17 a financing proposal for both assets as stated above.

ATTACHMENTS:

None

TOWN CONTACT:

Alan Dickerson, Finance Director

TOWN OF LITTLE ELM

AGENDA INFORMATION SHEET:

COUNCIL MEETING

DATE: January 10, 2012

PROJECT: **Discussion regarding holding Council Workshop in lieu of Pre-Session prior to Regular Meeting**

DESCRIPTION: I would like to propose Town Council begin conducting Council work sessions in advance of the regular Council meeting. This would eliminate the need for the Council work session on the second week of each month. The work session would take the place of the current pre-session when Department Heads typically give verbal reports.

The work session would continue to serve the same purpose. Staff would present detail information on large ordinances or other large subject matters to be considered by Council at a future regular meeting

SCHEDULE:

RECOMMENDED ACTION:

Staff seeks Town Council direction

TOWN CONTACT:

Doug Peach
Interim Town Manager
dpeach@littleelm.org
(214) 975-0471