

**MINUTES**  
**Town of Little Elm**  
**214-975-0404**  
**<http://www.littleelm.org>**

**WORKSHOP, PUBLIC HEARING AND REGULAR TOWN COUNCIL MEETING**

**Tuesday June 5, 2012**

**Present:** Charles Platt Mayor, Council members Richard Stevens, Stephanie Shoemaker, Brandon Gerard, and Bill Roebken. **Absent:** Curtis Cornelious Mayor Pro-tem. **Staff:** Robert Brown, Doug Peach, Kathy Phillips, Alan Dickerson, Dusty McAfee, Tony Chrisman, Joe Florentino, and Rodney Harrison.

**1. Call to Order Council Work Shop at 6:00 p.m.**

- a. Items to be withdrawn from Consent Agenda. **NONE**
- b. Emergency Items if posted. **NONE**
- c. Request by the Town Council for items to be placed on the next regular council agenda for discussion, and recognition of excused absences. **NONE**
- d. Discuss Updated Budget Planning Calendar. **Town Manager Doug Peach and Finance Director Alan Dickerson:** the purpose of this agenda item is to discuss the budget calendar and budget process. Town staff has begun preliminary steps in planning and preparation for the Fiscal Year 2012-2013 budget. Staff's objective is to provide timely information to the Town Council for decision-making purposes in order to establish budget priorities and identify key issues and to properly plan for these events staff needs input from Council to set strategic budget planning dates. Some of the dates on the proposed calendar are required to meet state law requirements. A basic 101 on budget process will be held with new council members prior to budget presentations. Council consensus was to receive a hard copy of wish list from each department head and receive an abbreviated version of each presentation during workshops.
- e. Presentation of monthly updates from department heads: Town Manager Doug Peach gave a report for Public Works Director Kevin Mattingly regarding Stage 2 of the Town's Water Conservation and Drought Contingency Plan that went into effect June 1<sup>st</sup>; twice week water is allowed on trash day plus another day per watering schedule. No watering is allowed between 10am and 6pm. The Town will be hosting a Chemical Spill Response training July 20<sup>th</sup> from 8am to 5pm at Town Hall. Sigma Consulting & Training Inc. will provide training. The Annual Water Quality reports are completed and will be mailed to every water customer within the month of June. A web version will be available on the Town's web site and copies will be hand delivered to the senior center.

Doug also informed the Council that the road closure of Eldorado Parkway was postponed for this weekend. There will be a need to build detours; flagging of one way traffic at certain times during the construction. Staff will notify the Council and Public ahead of time of these closures.

- f. Council to highlight items on the agenda needing further discussion or comments prior to the regular session. **NONE**

2. Presentations and Announcements: **NONE**

3. **Roll Call/Call to Order Regular Town Council Immediately Following Council Workshop.**

4. **Opening Prayer:** Pastor Marc Farnell-Crossridge Church.

5. **Pledge to the Flags:**

- a. United States Flag
- b. Texas Flag

6. **Public Hearing and Action:** A request for a Specific Use Permit for a Private School (Montessori) on approximately 0.58 acres of land, generally located at the northeast corner of Eldorado Parkway & Clark Street, currently zoned Town Center district (TC).

- a. **Staff Report.** Planning Manager Dusty McAfee informed Council that the Little Elm Code of Ordinances requires Private School uses to obtain a Specific Use Permit (SUP) to legally operate in the Town Center zoning district. The proposed Montessori school is included in this requirement. A concurrent application for a revised site plan was approved at the May 15<sup>th</sup> Town Council meeting. That conceptual site plan is required to be constructed prior to the applicant occupying the premises. When constructed, Staff believes that the revised site layout provided sufficient parking and site circulation for the proposed use. Additionally Staff believes that the existing building and overall location is appropriate for the proposed use. The Planning and Zoning Commission unanimously recommended approval of the requested SUP at its May 17<sup>th</sup> regular meeting. Therefore, Staff recommends approval of the requested SUP for a Private School, with the following special ordinance provisions: (1) The conceptual site plan approved by council on 05-15-12 shall be constructed prior to occupancy, (2) Existing SUP Ordinance No. 1011 is hereby repealed in its entirety, (3) The applicant shall comply with all Fire, Building, and Health Codes and obtain all necessary permits, (4) The Private School use shall maintain a parking agreement or arrangement with the future parking lot to the north, or some other parking area acceptable to staff, and (5) This SUP expires if the proposed use is abandoned for more than a 24 month period.

- b. Opened Public Hearing at 6:24 p.m.
- c. Receive Public Comments. NONE
- d. Closed Public Hearing at 6:33 p.m.
- e. Upon motion by Council member Stevens and second by Council member Shoemaker the members voted 5-0 to adopt Ordinance No. 1105 an Ordinance of the Town of Little Elm, Texas, amending the Comprehensive Zoning Ordinance of the Town of Little Elm, Texas, herefore amended, by issuing a Specific Use Permit for a Private School (Montessori) use on property currently zoned Town Center (TC), located at the Northeast Corner of Eldorado Parkway and Clark Street, providing that this Specific Use Permit is established subject to certain conditions as set forth herein; providing a savings clause; correcting the official zoning map; providing a penalty; providing a severability clause; providing a repealer clause; providing an effective date.

7. Public Comments: NONE

8. Upon motion by Council member Shoemaker and second by Council member Gerard the members voted 5-0 to approve the Consent Agenda as presented:

- a. **Minutes** of the May 15, 2012 Workshop and Regular Meeting.
- b. **Minutes** of the May 22, 2012 Special Meeting.
- c. **Final Plat** Sunset Pointe, Phase 24 from Dowdey, Anderson & Associates, Inc. generally located north of Sunflower Drive and west of FM 423.

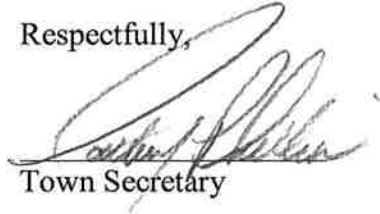
9. **Reports and requests for Town Council consideration and appropriate action:**

- a. Upon motion by Council member Roebken and second by Council member Stevens the members voted 5-0 to approve Amendment #1 to the Advance Funding Agreement with TxDot on the Witt Road Bridge Improvements in the amount of \$1,054,187.00 and authorize the Town Manager to execute amendment for the same.
- b. Upon motion by Council member Gerard and second by Council member Roebken the members voted 5-0 to approve a Task Order for F.M. 423 Improvements design between the Town of Little Elm and Jacobs, Inc. for the amount of \$62,270.00 and authorize the Town Manager to execute a contract for the same.
- c. Upon motion by Council member Gerard and second by Council member Shoemaker the members voted 5-0 to approve Resolution No. 06051201 a Resolution of the Town Council of the Town of Little Elm authorizing the filing of a project application with the North Central Texas Council of Governments for a Regional Solid Waste Program Local Implementation

Project; authorizing the Mayor to act on behalf of the Town of Little Elm in all matters related to the application; and pledging that if funding for this project is received the Town of Little Elm will comply with all project requirements of the North Central Texas Council of Governments, Texas Commission on Environmental Quality and the State of Texas.

10. Adjourned Work Shop and Regular Meeting **at 6:46 p.m.**

Respectfully,

A handwritten signature in dark ink, appearing to be "Cathy P. [unclear]", written over a horizontal line.

Town Secretary

**Passed and Approved this \_\_\_\_\_ day of \_\_\_\_\_ 2012.**