

DRAFT

Minutes
Town of Little Elm
100 W Eldorado Parkway
Little Elm, Texas 75068
214-975-0404
<http://www.littleelm.org>

REGULAR TOWN COUNCIL MEETING TUESDAY DECEMBER 19, 2023 - 6:00 p.m.

Present: Mayor Curtis J. Cornelious; Council Member Neil Blais; Mayor Pro Tem Jamell T. Johnson; Council Member Tony Singh; Council Member Lisa G. Norman; Council Member Andrew Evans; Council Member Michel Hambrick

Staff Present: Caitlan Biggs, Director of Administrative Services/Town Secretary; Jennette Espinosa, Executive Director; Joe Florentino, Assistant Town Manager; Matt Mueller, Town Manager; Chad Hyde, Director of Community Services; Doug Peach, Deputy Town Manager; Fred Gibbs, Director of Development Services; Jason Shroyer, Director of Public Works; Kelly Wilson, Chief Financial Officer; Paul Rust, Fire Chief; Robert Brown, Town Attorney; Rodney Harrison, Police Chief; Shea Rodgers, Chief Information Officer

1. Call to Order Council Workshop at 6:00 p.m.

Meeting was called to order at 6:00 p.m.

A. Discuss an **Overview of Short-Term Rentals.**

Development Services Director Fred Gibbs gave an overview of the item in the attached presentation. Staff will continue to push out educational materials related to our short-term rental ordinance.

B. Present an **Update on Pedestrian Safety Measures for Highway U.S. 380.**

Police Chief Rodney Harrison gave the update on this item. He stated that the police department put an enforcement plan in place for students crossing traffic not at the crosswalks. Staff also met with TxDOT to discuss additional safety measures.

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

A. Invocation.

Council Member Neil Blais gave the invocation.

- B. Pledge to Flags.
- C. Items to be Withdrawn from Consent Agenda.

None.

- D. Emergency Items if Posted.

None.

- E. Request by the Town Council for Items to be Placed on a Future Agenda for Discussion and Recognition of Excused Absences.

None.

- F. **Presentation of Monthly Updates.**

Presentation of monthly updates from department heads: concerning law enforcement activities, municipal court, customer service, emergency medical services, fire department response, fire prevention activities, emergency management, ongoing economic development projects, building permits, code enforcement activities, library activities, human resources updates, information technology report, revenue and expenditure report, street construction status, sanitation services, highway construction status, utility operations, parks and recreation activities, as well as facility and fleet updates.

Town Manager Matt Mueller stated town offices will be closed December 25, 26, and January 1.

- G. Town Council to Highlight Items on the Agenda Needing Further Discussion or Comments Prior to the Regular Session.

None.

3. **Presentations.**

- A. Present **Certificates of Recognition to Zero Debt College Project Students Who Have Been Awarded the White House Presidential Service Award.**

The Mayor presented the certificates.

- B. Recognition of the **19U 2005 Little Elm Fusion for Winning the Tournament of Champions.**

The Mayor presented the certificate.

- C. Present **Town Manager Challenge Coin.**

Town Manager Matt Mueller presented Mayor Curtis J. Cornelious with a challenge coin for graduating with his Masters in Business Administration.

4. Public Comments

Persons may address the Town Council on any issue. This is the appropriate time for citizens to address the Council on any concern whether on this agenda or not. In accordance with the State of Texas Open Meeting Act, the council may not comment or deliberate such statements during this period, except as authorized by Section 551.007, Texas Government Code.

None.

5. Consent Agenda

All matters listed under the Consent Agenda are considered to be routine by the Town Council and require little or no deliberation. There will not be a separate discussion of these items and the agenda will be enacted by one vote. If the Council expresses a desire to discuss a matter listed, that item will be removed from the consent agenda and considered separately.

Motion by Council Member Neil Blais, seconded by Council Member Tony Singh ***to approve the Consent Agenda.***

Vote: 7 - 0 - Unanimously

- A. Consider Action to Approve the **Minutes from the December 5, 2023, Regular Town Council Meeting.**
- B. Consider Action to Approve **Ordinance No. 1743 Amending Article IV, "Senior Center and Community Recreation Center," of Chapter 74, "Parks and Recreation," of the Code of Ordinances of the Town of Little Elm, by Amending Section 74-62, "Community Recreation Center Fees", and Section 74-63, "Facility and Community Room Reservation Rates"; Providing for a Repealer Clause; Providing a Savings Clause; Providing a Severability Clause, and Providing an Effective Date.**
- C. Consider Action to Approve the **Canine Ownership Transfer Agreement for the Retirement of Little Elm Police Department Canine Otto.**
- D. Consider Action to Approve a **Five-Year Agreement for Flock Safety License Plate Recognition Cameras.**
- E. Consider Action to Approve the **Final Acceptance of the FM 423 Green Ribbon Landscaping Improvement Project and Release Retainage Funds in the amount of \$64,715.58.**
- F. Consider Action to Approve **Amendment #1 to a Professional Services Agreement with Cobb-Fendley & Associates regarding Development Plan Review Services for Fiscal Year 2023-2024 in an estimated amount of \$100,000.**

6. Regular Items.

- A. Present, Discuss, and Consider Action to Approve the **2024 Strategic Plan.**

Motion by Council Member Neil Blais, seconded by Council Member Andrew Evans ***to table this item to the January 16, 2024 meeting.***

Vote: 7 - 0 - Unanimously

Director of Administrative Services Caitlan Biggs gave an overview of the item in the attached presentation. Council Member Evans requested more time to review the document before voting.

- B. Consider Action to Approve an **Interlocal Agreement for Fire Protection Services between the Town of Little Elm and Denton County Fresh Water Supply Districts 8-A, 8-B, 11-A, 11-B, and 11-C.**

Motion by Council Member Michel Hambrick, seconded by Mayor Pro Tem Jamell T. Johnson ***to approve the interlocal agreement.***

Vote: 7 - 0 - Unanimously

- C. Consider Action to Approve an **Interlocal Agreement for Fire Protection Services between the Town of Little Elm and Elm Ridge Water Control and Improvement District of Denton County.**

Motion by Council Member Andrew Evans, seconded by Council Member Lisa G. Norman ***to approve the interlocal agreement.***

Vote: 7 - 0 - Unanimously

7. Convene in Executive Session pursuant to Texas Government Code:

- Section 551.071 for private consultation with the Town Attorney to discuss the COVID-19 pandemic and municipal authority to respond to the COVID-19 outbreak and to seek legal advice with respect to pending and contemplated litigation and including all matters on this agenda to which the Town Attorney has a duty under the Texas Rules of Discipline and Professional conduct regarding confidential communication with the Town Council.
- Section 551.072 to discuss certain matters regarding real property.
- Section 551.074 of the Texas Government Code to discuss and deliberate personal matters to evaluate performance duties, of a public officer or employee(s).
- Section 551.076 to discuss security matters.
- Section 551.087 to discuss Economic Development.

Council convened into Executive Session at 6:54 p.m.

8. Reconvene into Open Session

Discussion and consideration to take any action necessary as the result of the Executive Session:

- COVID-19 Pandemic and the Town's response thereto, including the consideration of an emergency declaration ordinance.
- Section 551.071 for private consultation with the Town Attorney to discuss the COVID-19 pandemic and municipal authority to respond to the COVID-19 outbreak and to seek legal advice with respect to pending and contemplated litigation and including all matters on this

agenda to which the Town Attorney has a duty under the Texas Rules of Discipline and Professional conduct regarding confidential communication with the Town Council.

- Section 551.072 to discuss certain matters regarding real property.
- Section 551.074 of the Texas Government Code to discuss and deliberate personal matters to evaluate performance duties, of a public officer or employee(s).
- Section 551.076 to discuss security matters.
- Section 551.087 to discuss Economic Development.

Town Council reconvened into Open Session at 8:08 p.m. No action was taken.

9. Adjourn.

Meeting was adjourned at 8:08 p.m.

Respectfully,

Caitlan Biggs
Town Secretary

Passed and Approved this 16th day of January 2024.