

# 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 MARCH 5, 2024 - 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 6:01 p.m.*

#### A. Present and Discuss the **Economic Impact of Harry Potter: A Forbidden Forest Experience.**

*Managing Director of Business Development & Tourism Drew Bailey gave an overview of the item in the attached presentation.*

#### B. Present and Discuss **July Jubilee.**

*Managing Director of Business Development & Tourism Drew Bailey gave an overview of the item in the attached presentation.*

#### C. Present and Discuss the **Special Area Study Committee Members.**

Town Council directed staff to make up the committee as follows:

##### Lakefront Study

- One CDC Member
- One EDC Member
- One P&Z Member

- One TIRZ #3 Board Member
- One Lakefront Merchant Association Members
- Two Council Members - District representative and at-large

#### 380 Study

- Two P&Z Members
- Two EDC Members
- One CDC Members
- Two Council Members - District representative and at-large

Each board will make their recommended appointees to Town Council for final approval.

## 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### C. Items to be Withdrawn from Consent Agenda.

***Item B to be withdrawn from the consent agenda and moved to the March 19, 2024, meeting.***

### 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.

***Council Member Neil Blais will not be at the next meeting.***

### 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.*

***Managing Director of Business Development & Tourism Drew Bailey introduced Emory to the Town Council who serves as the Creative Marketing & Social Media Specialist.***

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

**None.**

**3. Presentations.**

- A. Conduct the **Swearing-In of Little Elm Police Department K9 Officers.**

***Police Chief Rodney Harrison conducting the swearing in.***

- B. Present a **Mayor's Challenge Coin** to Tania Nawazkhan.

***This item will be pushed to the March 19, 2024, meeting.***

**4. Public Comments**

*Persons may address the Town Council on any issue for up to three (3) minutes. 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.*

***James Lockridge, 11771 Mira Lago, Farmers Branch, spoke about Code Compliance.***

**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 Mayor Pro Tem Jamell T. Johnson, seconded by Council Member Michel Hambrick ***to approve the consent agenda, except for item B.***

**Vote:** 7 - 0 - Unanimously

- A. Consider Action to Approve the **Minutes from the February 20, 2024, Regular Town Council Meeting.**
- B. Consider Action to Accept the **Little Elm Police Department's 2023 Racial Profiling Report.**
- C. Consider Action to Approve **Resolution No. 0305202401, A Naming and Recognition Policy for Structures, Town-Owned Facilities, Trails and Parks, and Providing an Effective Date.**
- D. Consider Action to Approve a **Professional Master Services Agreement with Kleinfelder, Inc. to Perform Engineering Services, in the estimated amount of \$90,000.**
- E. Consider Action to Approve an **Escrow Agreement between the Town of Little Elm and ALTA 3EIGHTY LLC regarding Traffic Improvements.**

**6. Regular Items.**

- A. Present, Discuss, and Consider Action on the **Order of Cancellation for the May 4, 2024, General Election for the Mayor Race.**

Motion by Mayor Pro Tem Jamell T. Johnson, seconded by Council Member Tony Singh **to approve the Order of Cancellation.**

**Vote:** 7 - 0 - Unanimously

- B. Present, Discuss, and Consider Action on **Ordinance No. 1753 Canceling a Portion of the May 4, 2024, General Election and Declaring the Unopposed Candidate Elected to Office.**

Motion by Council Member Michel Hambrick, seconded by Council Member Andrew Evans **to approve Ordinance No. 1753.**

**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.

***Town Council convened into Executive Session at 7:25 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 8:03 p.m. No action was taken.***

9.       **Adjourn.**

*Meeting was adjourned at 8:03 p.m.*

Respectfully,

**Caitlan Biggs**  
Town Secretary

Passed and Approved this 19th day of March 2024.