

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 19, 2024 - 6:00 p.m.

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

Absent: Council Member Neil Blais

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; Kate Graham, Assistant to the Town Manager; 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 an **Update on the Little Elm Police Department.**

Town Manager Matt Mueller stated that the Town has contracted with Marcel Brunel to help address areas of opportunities within the Little Elm Police Department.

Marcel outlined the process used over the past several months and patterns that emerged from the feedback. He then discussed initiatives being implemented to measure progress in the department with a culture check-in in late 2024.

Town Engineer Wesley Brandon gave an overview of the item in the attached presentation.

B. Present and Discuss an **Overview of Signal Timing and Traffic Flow at Various Intersections throughout the Town.**

Town Engineer Wesley Brandon gave an overview of the item in the attached presentation.

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

A. Invocation.

Mayor Pro Tem Jamell Johnson 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C. Items to be Withdrawn from Consent Agenda.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.

Council Member Andrew Evans will be absent at the next council meeting.

Council Member Michel Hambrick requested an item to be placed on a future agenda regarding TxDOT's expansion of Eldorado and its affect on Eldorado Estates.

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 discussed the storm last Thursday and the use of emergency sirens.

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

None.

3. **Presentations.**

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

The Mayor presented the challenge coin.

- B. Present the **Fiscal Year 2021-2022 GFOA Excellence in Financial Reporting Award and the Fiscal Year 2021-2022 GFOA Outstanding Achievement in Popular Financial Reporting.**

The Mayor presented the awards.

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.

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 Michel Hambrick, seconded by Mayor Pro Tem Jamell T. Johnson **to approve the consent agenda.**

Vote: 6 - 0 - Unanimously

- A. Consider Action to Approve the **Minutes from the March 5, 2024, Regular Town Council Meeting.**
- B. Consider Action to Accept the **Little Elm Police Department's 2023 Racial Profiling Report.**
- C. Consider Action to Award **Bid 2024-08 for Fence Improvements at the Wastewater Treatment Plant to Develop, Inc. in the amount of \$60,165.**
- D. Consider Action to Approve Authorization to the **Town Manager to Execute the Home Improvement Tax Incentive Program Agreement for 410 South Park Street.**
- E. Consider Action to Approve a **Professional Services Agreement with Ross Gannaway Clifton, PLLC. for Legal Services for the Town, in the Estimated Annual Amount of \$75,000, and to Authorize the Town Manager to Execute the Agreement.**
- F. Consider Action to Award **Bid 2024-05 for Manhole Replacement to Willco Underground, in the Estimated Amount of \$1,950,000.**
- G. Consider Action to Award a **Proposed Construction Contract to Crossland Construction Company, Inc. for the Little Elm Public Safety Annex Project in an Amount Not to Exceed \$15,017,156.**

6. Regular Items.

- A. Present, Discuss, and Consider Action to **Accept the Town's Independent Audit Report, Annual Comprehensive Financial Statement and Federal and State Single Audit Reports for the Fiscal Year ending September 30, 2023.**

Motion by Council Member Tony Singh, seconded by Mayor Pro Tem Jamell T. Johnson **to accept the Town's Independent Audit Report, Annual Comprehensive Financial Statement and Federal and State Single Audit Reports for the Fiscal Year ending September 30, 2023.**

Vote: 6 - 0 - Unanimously

- B. Present, Discuss, and Consider Action to **Accept the Town's "Financial Highlights" for the Fiscal Year ended September 30, 2023.**

Motion by Council Member Andrew Evans, seconded by Council Member Tony Singh **to accept the Town's "Financial Highlights" for the Fiscal Year ended September 30, 2023.**

Vote: 6 - 0 - Unanimously

- C. Present, Discuss, and Consider Action on **Reappointing Members of the Veterans Committee.**

Motion by Council Member Tony Singh, seconded by Council Member Michel Hambrick **to remove Derrick JaQuess (board member) and Gerod Ware (alternate member).**

Vote: 6 - 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.

None.

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.

9. Adjourn.

Meeting was adjourned at 7:18 p.m.

Respectfully,

Caitlan Biggs
Town Secretary

Passed and Approved this _____ day of _____ 2024.