

# 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 APRIL 2, 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 Michel Hambrick

Absent: Council Member Andrew Evans

Staff: Caitlan Biggs, Director of Administrative Services/Town Secretary; Jennette Espinosa, Executive  
Present: 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 6:00 p.m.*

#### A. Discuss the May Meeting Schedule.

*Council gave direction to move the May 7 meeting to May 14 due to the canvass period.*

#### B. Present and Discuss Screening and Fencing Requirements.

*Development Services Director Fred Gibbs gave an overview of the item in the attached presentation.*

#### C. Present and Discuss the Town of Little Elm Special Events Policy.

*Managing Director of Business Development & Tourism Drew Bailey gave an overview of the policy.*

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- C. Items to be Withdrawn from Consent Agenda.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

***Council Member Lisa G. Norman will be absent 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.*

***Town Manager Matt Mueller stated that the Town Expo/Touch a Truck event will be hosted next Saturday, April 13. He also stated that our Public Works building is nearing completion with an anticipated ribbon cutting in May.***

- 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 **Proclamation Declaring April 2024 as Child Abuse Prevention Month.**

***The Mayor presented the proclamation.***

**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 Tony Singh, seconded by Council Member Michel Hambrick **to approve the Consent Agenda.**

**Vote:** 6 - 0 - Unanimously

- A. Consider Action to Approve the **Minutes from the March 19, 2024, Regular Town Council Meeting.**
- B. Consider Action to Approve a **Proposal with Aqua-Aerobic System, Inc. for Repairs to the Wastewater Treatment Plant Filter System Unit Number 1 in an Amount not to Exceed \$100,000.**
- C. Consider Action to Award **Bid 2024-14 for SCADA System Upgrades, in the estimated amount of \$824,000.**
- D. Consider Action to Approve an **Interlocal Cooperation Agreement (ICA) between the Town of Little Elm and Denton County, Texas regarding the Fishtrap Road Expansion Project.**
- E. Consider Action to Approve a **Professional Services Agreement (PSA) between the Town of Little Elm and Teague Nall and Perkins, Inc. regarding the Design of the Fishtrap Road Expansion Project.**
- F. Consider Action to Approve a **Construction Contract with Ratliff Hardscape for the Eldorado Parkway Fence Project.**
- G. Consider Action to Approve a **Construction Contract with Ratliff Hardscape for the North Little Elm Library Kiosk Project.**
- H. Consider Action to Approve **Resolution No. 0402202401 regarding a Local On-System Agreement with the Texas Department of Transportation regarding Pavement Striping Improvements at the Intersection of Eldorado Parkway and Oak Grove Parkway.**

- I. Consider Action to Approve **Resolution No. 0402202402 of the Town Council of the Town of Little Elm, Texas, Authorizing and Approving a Project of the Little Elm Community Development Corporation, a Texas Non-Profit Corporation, in the amount not to exceed Five Hundred Thousand and No/100 Dollars (\$500,000.00) for Fencing and Related Improvements to Eldorado Parkway and Little Elm Park, Authorized by Section 505.152 of the Texas Local Government Code; Authorizing the Advancement of Funds for Said Project in the amount not to exceed Five Hundred Thousand and No/100 Dollars (\$500,000.00) to be Reimbursed by the Little Elm Community Development Corporation Following Compliance with State Law Requirements; and Providing for an Immediate Effective Date.**

**6. Regular Items.**

- A. Hold a Public Hearing, Present, Discuss, and Consider Action on **Ordinance No. 1754 Regarding a Request for a Specific Use Permit at 26780 US Highway 380, Currently Zoned as Light Commercial (LC), with US 380 District Overlay, within Little Elm's Town Limits, in Order to Allow for Site Alterations and Improvements of an Existing Automated Carwash**

**Open Public Hearing:**

**Receive Public Comments:**

**Close Public Hearing:**

**Take Action on Ordinance No. 1754:**

*Managing Director of Planning Olga Chernomorets gave an overview of the item in the attached presentation.*

**Open Public Hearing: 7:01 p.m.**

**Receive Public Comments:** The applicant, Cameron Ray 26780 HWY 380, Little Elm, TX 75068, spoke about the remodel for their property and enhancing the area.

**Close Public Hearing: 7:04 p.m.**

Motion by Council Member Michel Hambrick, seconded by Council Member Neil Blais **to approve Ordinance No. 1754 with the condition recommended by P&Z Commission.**

**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.

*Council convened into Executive Session at 7:04 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.

***Council reconvened into Open Session at 7:36 p.m. No action was taken.***

**9. Adjourn.**

***Meeting was adjourned at 7:36 p.m.***

Respectfully,

**Caitlan Biggs**  
Town Secretary

Passed and Approved this \_\_\_\_\_ day of \_\_\_\_\_ 2024.