

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 JUNE 4, 2024 - 6:00 p.m.

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

Absent: Council Member Lisa G. Norman

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. Present and Discuss the **Proposed Comprehensive Plan Update, Specifically with regard to Land Use Assumptions.**

Director of Development Services Fred Gibbs gave an overview of the purpose of the item. He introduced David Jones with Freese and Nichols to give the attached presentation.

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

A. Invocation.

The Mayor 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- C. Items to be Withdrawn from Consent Agenda.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.

The Mayor excused the absence of Council Member Lisa G. Norman.

- 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 gave a recap of Brew & Que that saw approximately 14,000 people and expect it to be a profitable event. He also gave an update on the storm debris collection and flooding.

- 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 Recognizing June 2024 as Pride Month.**

The Mayor gave the proclamation.

- B. Recognize the **Town Secretary's Office for Receiving the Texas Municipal Clerk Association Achievement of Excellence Award.**

The Mayor gave the recognition.

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 May 21, 2024, Regular Town Council Meeting.**
- B. Consider Action to Approve the **Minutes from the May 28, 2024, Pre-Budget Workshop.**
- C. Consider Action to Approve a **Professional Services Agreement with Freese and Nichols, Inc. for the Wastewater Treatment Plant Process, Operations Evaluation and System Modernization Project in an Amount not to Exceed \$303,565.**

6. Regular Items.

- A. Present, Discuss, and Consider Action to Accept **Fiscal Year 2023 Public Improvement District (PID) Audits for the following PIDs in the Town of Little Elm's jurisdiction**
 - **Hillstone Pointe PID No. 2**
 - **Lakeside Estates PID No. 2**
 - **Valencia PID**
 - **Valencia PID No. 2**
 - **Rudman Tract PID**
 - **Spiritas Ranch PID**
 - **Spiritas East PID**

Motion by Council Member Michel Hambrick, seconded by Council Member Ken Eaken **to accept the PID Audits.**

Vote: 6 - 0 - Unanimously

- B. Hold a Public Hearing, Present, Discuss, and Consider Action on **Ordinance No. 1761 Regarding a Request to Allow a 1,912-square Foot Commissary Kitchen, Generally Located 2410 E. Eldorado Parkway, Suite 400, on the Northeast Corner of E. Eldorado Parkway and Little Elm Parkway, within Little Elm's Town Limits, in Order to Allow for Preparation and Storage of Food Items That are Delivered to Customers by Mobile Food Vendors Located Away from the Commissary Location.**
- Open Public Hearing:
 - Receive Public Comments:
 - Close Public Hearing:
 - Take Action on Ordinance No. 1761:

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

- *Open Public Hearing: 6:49 p.m.*
- *Receive Public Comments: None*
- *Close Public Hearing: 6:50 p.m.*

Motion by Council Member Ken Eaken, seconded by Council Member Tony Singh **to approve Ordinance No. 1761.**

Vote: 6 - 0 - Unanimously

- C. Present, Discuss, and Consider Action to **Appoint a Lakefront Residential Overlay District Design Review Committee Council Liaison Replacement.**

Motion by Council Member Tony Singh, seconded by Council Member Michel Hambrick **to appoint Ken Eaken to the Lakefront Residential Overlay District Design Review Committee.**

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 6:52 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 7:17 p.m. No action was taken.

9. Adjourn.

Meeting was adjourned at 7:18 p.m.

Respectfully,

Caitlan Biggs
Town Secretary

Passed and Approved this 18th day of June 2024.