

# 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 18, 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; Council Member Ken Eaken

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. Present and Discuss an **Update on the Parks, Recreation, & Open Space Master Plan.**

*Dunaway and Associates gave an update on the plan and discussed the final priority ratings in the attached presentation.*

#### B. Present the **Little Elm Apparel Line.**

*Sarah Nolting, Business Development & Marketing Supervisor, gave an overview of the apparel line in the attached presentation.*

#### C. Present, Discuss, and Consider Action on **Updates to the Little Elm Governance Policy.**

*Town Council discussed the proposed wording for the Governance Policy.*

*The proposed language will be on the next agenda for adoption.*

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

- A. Invocation.

***Kieffer from Providence Village Church 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- C. Items to be Withdrawn from Consent Agenda.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.*

***Assistant Director of Parks & Recreation Jason Peebles introduced CJ Higginbotham, Recreation Manager.***

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

***None.***

3. **Presentations.**

- A. Recognition of the **Friends of the Little Elm Library Scholarship Recipient.**

***The Friends of the Library presented the scholarship.***

- B. Present a **Town Manager's Challenge Coin** to John Doshier.

*The Town Manager presented the challenge coin.*

- C. Present a **Mayor's Challenge Coin** to Huffines.

*The Mayor presented the challenge coin.*

- D. Present **The Journey of a Thousand Miles Trophy** between Prosper and Little Elm.

*The Mayor of Prosper, TX presented the award to the Town of Little Elm.*

- E. Recognize the **Tourism & Business Development Team for Awards Received from the Texas Association of Municipal Information Officers.**

*Town staff presented the awards.*

- F. Recognize **The Lawn at the Lakefront for Receiving a Merit Award from the Texas Chapter of the American Society of Landscape Architects.**

*Dunaway and Associates presented the award.*

**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 Ken Eaken **to approve the Consent Agenda.**

**Vote:** 7 - 0 - Unanimously

- A. Consider Action to Approve the **Minutes from the June 4, 2024, Regular Town Council Meeting.**
- B. Consider Action to Approve **Change Order #3 with Red River Construction for Rental of a Temporary Belt Press Trailer for use During the Wastewater Treatment Plant Dewatering & Clarifier Improvements Project in an amount not to exceed \$84,650.06.**
- C. Consider Action to Approve **Appointments to the Veterans Committee.**

- D. Consider Action to Approve a **Design Contract Amendment with Dunaway Associates for the Cottonwood Park Phase 1 Project.**
  - E. Consider Action to Approve the **Sixth Amendment of the Concession Agreement for Wakeboard Park between America's Cable Park and the Little Elm Economic Development Corporation.**
  - F. Present, Discuss, and Consider Action to Approve the **Tax Reimbursement Zone Number Three (TIRZ 3), Lakefront Business Reimbursement Agreement between Little Elm Lakefront Businesses located in the boundaries of TIRZ 3 and the Town of Little Elm.**
  - G. Consider Action to Approve **Expenditure Authority for a Professional Services Agreement with Bradley Tucker Investments for Inspection and Plan Review services for the Town, in the estimated annual amount of \$125,000.**
6. **Regular Items.**

- A. Hold a Public Hearing to Present, Discuss, and Consider Action on **Ordinance No. 1759 Accepting and Approving an updated Service and Assessment Plan and Assessment Roll for the Future Improvement Area of the Spiritas Ranch Public Improvement District and Levying Assessments.**

**Open Public Hearing:**

**Receive Public Comments:**

**Close Public Hearing:**

**Take Action on Ordinance No. 1759**

**EDC Executive Director Jennette Espinosa gave an overview of the item.**

**Open Public Hearing: 7:19 p.m.**

**Receive Public Comments: None**

**Close Public Hearing: 7:20 p.m.**

Motion by Mayor Pro Tem Jamell T. Johnson, seconded by Council Member Andrew Evans **to approve Ordinance No. 1759.**

**Vote: 7 - 0 - Unanimously**

- B. Present, Discuss, and Consider Action on **Ordinance No. 1760 Approving and Authorizing the Issuance and Sale of the Town of Little Elm, Texas, Special Assessment Revenue Bonds, Series 2024 (Spiritas Ranch Public Improvement District Future Improvement Area Projects); and Approving and Authorizing Related Agreements.**

Motion by Council Member Michel Hambrick, seconded by Council Member Tony Singh **to approve Ordinance No. 1760.**

**Vote: 7 - 0 - Unanimously**

- C. Consider Action to Approve **Resolution No 0618202401 Approving and Authorizing the Mayor to Execute an “Interlocal Cooperative Agreement” between the Town of Little Elm, Texas and Mustang Special Utility District**

Motion by Mayor Pro Tem Jamell T. Johnson, seconded by Council Member Lisa G. Norman **to approve Resolution No. 0618202401.**

**Vote:** 7 - 0 - Unanimously

- D. Hold a Public Hearing, Present, Discuss, and Consider Action on **Ordinance No. 1762 Regarding a Request to Rezone Approximately 4.9 Acres of Land, Currently Zoned Planned Development - Lakefront District (PD-LF), through Ordinance No. 1752, Generally Located on the North Side of Main Street at East Park Drive, within Little Elm's Town Limits, Amending the Existing PD-LF District to Establish Modified Development Standards for a Portion of the Concept Plan Area and Approve Development Plans for a 25-Townhome Development.**

- Open Public Hearing:
- Receive Public Comments:
- Close Public Hearing:
- Take Action on Ordinance No. 1762:

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

Open Public Hearing: 7:42 p.m.

Receive Public Comments: None

Close Public Hearing: 7:43 p.m.

Motion by Council Member Tony Singh, seconded by Mayor Pro Tem Jamell T. Johnson **to approve Ordinance No. 1762.**

**Vote:** 7 - 0 - Unanimously

- E. Present, Discuss, and Consider Action on a **Development Agreement between the Town of Little Elm and Solana Annex Flats, LLC.**

Motion by Council Member Andrew Evans, seconded by Council Member Michel Hambrick **to approve the development agreement.**

**Vote:** 7 - 0 - Unanimously

- F. Hold a Public Hearing, Present, Discuss, and Consider Action on **Ordinance No. 1763 Regarding a Proposed Amendment to the Town of Little Elm Comprehensive Plan, in Order to Update the Future Land Use Map, Future Land Use Categories, and the Town's Projected Population and Capacity.**

Open Public Hearing:

Receive Public Comments:

Close Public Hearing:

Take Action on Ordinance No. 1763:

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

**Open Public Hearing: 7:44 p.m.**

**Receive Public Comments: None**

**Close Public Hearing: 7:45 p.m.**

Motion by Council Member Tony Singh, seconded by Council Member Andrew Evans **to approve Ordinance No. 1763.**

**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 7:45 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 8:19 p.m. No action was taken.***

**9. Adjourn.**

***Meeting was adjourned at 8:19 p.m.***

Respectfully,

**Caitlan Biggs**  
Town Secretary

Passed and Approved this 2nd day of July 2024.