

# 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 JANUARY 7, 2025 - 6:00 p.m.

Present: Mayor Curtis J. Cornelious; Mayor Pro Tem Jamell T. Johnson; Deputy Mayor Pro Tem 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, Assistant Town Manager; 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 a **Recap of 2024 Events and a Preview of 2025 Events.**

*Director of Tourism & Communications Drew Bailey 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 Curtis J. Cornelious 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#### C. Items to be Withdrawn from Consent Agenda.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.*

- **Town Manager Matt Mueller gave an update on the preparations for winter weather.**
- **Strategic Planning Manager Roman May presented the 2024 Strategic Report.**
- **Director of Administrative Services Caitlan Biggs gave an overview of the 2025 General Election.**

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

**None.**

3. **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.**

4. **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 Ken Eaken, seconded by Mayor Pro Tem Jamell T. Johnson **to approve the Consent Agenda.**

**Vote: 7 - 0 - Unanimously**

- A. Consider Action to Approve the **Minutes from the December 17, 2024, Regular Town Council Meeting.**
- B. Consider Action to Approve an **Annual Agreement to Provide Fire Protection and Emergency Ambulance Services to Unincorporated Areas and Special Districts Adjacent to the Town Limits.**
- C. Consider Action to Approve **Resolution 0107202501 Authorizing the Town of Little Elm to Assume Operations and Maintenance Responsibilities for the Eleven (11) TXDOT-Owned Traffic Signals Within the Town Limits.**
- D. Consider Action to Approve a **Change Order to the Cottonwood Sports Complex Improvements Project.**
- E. Consider Action to Approve **Change Order #1 to AUI Partners, LLC for the Cottonwood Park Phase 1 Project.**

**5. Regular Items.**

- A. Continue a Public Hearing, Present, Discuss, and Consider Action on **Ordinance No. 1794 Regarding A Request To Amend The Zoning On Approximately 60.599 Acres Of Land, Currently Zoned As A Planned Development Based On Single Family 4 (PD-SF4) District Standards, Through Ordinance No. 1368, Generally Located Northeast Of The Intersection Of Lloyds Road And Bent Brook Road, Within Little Elm's Town Limits, In Order To Amend The Existing Lot Layout In The Concept Plan, Provide A Screening Plan, And Clarify Provided Amenities.**
  - **Open Public Hearing: Opened at 7:14 p.m. on December 17, 2024**
  - **Receive Public Comments:**
  - **Close Public Hearing:**
  - **Take Action on Ordinance No. 1794:**

Motion by Council Member Michel Hambrick, seconded by Council Member Andrew Evans **to table this item to the January 21, 2025 Regular Town Council Meeting.**

**Vote: 7 - 0 - Unanimously**

- B. Present, Discuss, and Consider Action on a **Development Agreement between the Town of Little Elm and John Dowdall, of both "2016 Blackhawk 155 Holdings, LTD." and "OPLE Prairie Oaks Development, Inc."**

Motion by Council Member Ken Eaken, seconded by Deputy Mayor Pro Tem Tony Singh **to table this item to the January 21, 2025 Regular Town Council Meeting.**

**Vote: 7 - 0 - Unanimously**

**6. Convene in Executive Session pursuant to Texas Government Code:**

- Section 551.071 for private consultation with the Town Attorney 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.

***There was no Executive Session.***

**7. Reconvene into Open Session**

Discussion and consideration to take any action necessary as the result of the Executive Session:

- Section 551.071 for private consultation with the Town Attorney 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.

**8. Adjourn.**

***Meeting was adjourned at 6:44 p.m.***

Respectfully,

**Caitlan Biggs**  
Town Secretary

Passed and Approved this 21st day of January 2025.