

City of Pilot Point, Texas

Minutes of the April 22, 2021

City Council Meeting

The City Council of the City of Pilot Point, Texas met on this date at 6:30pm for a Regular City Council Meeting. City Council members present were Mayor Shea Dane Patterson, Mayor Pro Tem Matt McIlravy, Councilmembers Mario Cisneros, Brian Ingram, Mary Rawls, Elizabeth Jones, and Dean Cordell. City Staff members present were City Manager Britt Lusk, Police Chief Tim Conner, Fire Chief Heath Hudson, Development Services Director John Taylor, Capital Projects Manager Matt Kaminski, Public Works Director Trent Vandagriff, Finance Manager Lana Ensminger, Finance Director Michele Sanchez, and City Secretary Lenette Cox. Human Resources Consultant Kathryn Usrey and Brenda McDonald of Messer, Fort, & McDonald Law Firm were also in attendance

AGENDA

A. VIDEO CONFERENCE

1. **Please join my meeting from your computer, tablet or smartphone.**
<https://global.gotomeeting.com/join/254391597>

You can also dial in using your phone.

United States: +1 (646) 749-3122

Access Code: 254-391-597

B. ROLL CALL/CALL TO ORDER

Mayor Dane-Patterson called the meeting to order at 6:31pm and conducted roll call.

Place 1 Mario Cisneros – Present

Place 2 Brian Ingram – Present via video conference

Place 3 Mary Rawls – Present

Place 4 Elizabeth Jones – Present

Place 5 Dean Cordell – Absent

Place 6 Matt McIlravy – Present

Mayor Shea Dane-Patterson - Present

C. PLEDGE TO FLAGS

1. United States of America
2. Texas Flag

*Honor the Texas Flag, I pledge allegiance to thee,
Texas, one state under God, one and indivisible*

D. INVOCATION

Brenda McDonald led the invocation.

E. ITEMS OF COMMUNITY INTEREST

Mayor Dane-Patterson announced that Early Voting was underway and would continue through April 27, 2021. The Main Street Farmer's Market will take place this upcoming Saturday from 8:00am-Noon. Britt Lusk introduced the new Finance Director Michele Sanchez to City Council.

F. PUBLIC FORUM, PRESENTATIONS AND RECOGNITION:

Public Forum:*(Citizens are allowed 3 minutes to speak. If the issue is on the agenda, the City Council may choose to discuss and consider the item. If the issue is not on the agenda, the Council is not permitted by state law to respond to or discuss the item other than to make statements of specific factual information in response to a citizen's inquiry or to recite existing policy in response to the inquiry. The Council may request the issue to be placed on a future agenda for action in accordance with state law. This forum is not the appropriate place to address complaints against Public Officials and/or Staff. Complaints of this nature should be made in writing and filed with the City Manager.)*

Mayor Dane-Patterson read a Proclamation recognizing May 2021 as Motorcycle Safety and Awareness Month.

Travis Irick spoke about a property he owned and had hoped to develop commercially but the proposed widening of Hwy. 377 would reduce the property to .5 acres and he would like the issue placed on a future City Council meeting agenda.

Leigh Collins of Republic Services introduced herself and her company and said she would be submitting a proposal for the Waste Services contract.

Councilmember Cordell joined the meeting via video conference at 6:43pm.

G. CONSENT AGENDA

1. Discuss, consider, and possible approval of the April 8, 2021 City Council-EDC Joint Meeting minutes.
2. Discuss, consider, and possible action on approving Pay Application #6 for the Police Station Bond Project a value of \$222,342.75.
3. Discuss, consider, and possible action for approving Pay Application #12 for the Fire Station Bond Project a value of \$275,907.77.
4. Discuss, consider, and possible approval of the KW Utility Pay application for the Joint Public Safety Sanitary Sewer Line Installation valued at \$18,680.00.
5. Authorization for City Manager's approval of invoice for work done on WWTP Improvements.
6. Authorization for the City Manager's approval of invoice for replacement of HVAC units in the Community Center.

Mayor Pro Tem McIlravy moved to approve the Consent Agenda. Councilmember Cisneros seconded the motion. The motion passed unanimously.

Ayes: Mayor Dane-Patterson, Mayor Pro Tem McIlravy, Councilmembers Cisneros, Ingram, Rawls, Jones, and Cordell

H. REGULAR AGENDA

1. **Discuss, consider and possible action on waiving the water and sewer access fees for 627 E. Burks St.**

Attorney McDonald stated there is no provision in the Ordinance to allow for Council to consider waiving fees because the Ordinance has language regarding partial payments for services which regards billing, not access fees. She recommends a motion of no action. Nathan Brown spoke to Council and stated Staff had referred him to take this item to Council. Attorney McDonald stated Council does not have the authority to act on this and he should seek outside counsel if he wants to pursue the issue.

Mayor Dane-Patterson made a motion to not take action on this agenda item.

Councilmember Jones seconded the motion. The motion passed unanimously.

Ayes: Mayor Dane-Patterson, Mayor Pro Tem McIlravy, Councilmembers Cisneros, Ingram, Rawls, Jones, and Cordell

2. **Discuss, consider and possible action on approving a subdivision entrance monument sign for Yarbrough Farms in the ROW of Dorothy Blvd.**

Development Services Director Taylor reminded Council this item had been tabled at the April 8, 2021 meeting to allow the attorney to draft a license agreement. Attorney McDonald stated to be able to draft the license they will need a drawing showing the exact area where the sign will be located and who the responsible parties will be. She suggested a motion to give the City Manager authority to approve the signage after the license has been drawn up. Mayor Pro Tem McIlravy moved to allow the City Manager to authorize approval of the signage after the license has been drawn up. Councilmember Cisneros seconded the motion. The motion passed unanimously.

Ayes: Mayor Dane-Patterson, Mayor Pro Tem McIlravy, Councilmembers Cisneros, Ingram, Rawls, Jones, and Cordell

3. Presentation by Kimley-Horn on the Impact Fee Study and Assessable Impact Fees.

John Atkins of Kimley-Horn presented an update on the Impact Fee Study and Assessable Impact Fees which included the Role of City Council, the Impact Fee Process, and the Schedule. Attorney McDonald reminded Council the fees would be assessed at the final platting stage and collected at the permitting stage.

**4. Discuss, consider and possible action on an ordinance prohibiting parking on the south side of the 200 block of W. Liberty St.
ORDINANCE 442-13-2021**

Development Services Director Taylor stated this Ordinance had been brought before Council on April 8, 2021 but Staff was asked to include improved and unimproved alleys to the Ordinance. Attorney McDonald suggested adopting the ordinance with a delayed effective date to allow time to educate citizens of the new restrictions. Mayor Pro Tem McIlravy made a motion to approve Ordinance 442-13-2021. Councilmember Cisneros seconded the motion. The motion passed unanimously.

Ayes: Mayor Dane-Patterson, Mayor Pro Tem McIlravy, Councilmembers Cisneros, Ingram, Rawls, Jones, and Cordell

Mayor Pro Tem McIlravy made an amendment to motion to add the effective date of July 1, 2021 to Ordinance 442-13-2021. Councilmember Cisneros seconded the motion. The motion passed unanimously.

Ayes: Mayor Dane-Patterson, Mayor Pro Tem McIlravy, Councilmembers Cisneros, Ingram, Rawls, Jones, and Cordell

5. Discuss, consider, and possible action on approval to install drainage upgrades on the west side of Montague Street from Gould Street to Copenhavr Street.

Capital Projects Manager Kaminski reported this edge of the roadway had become a deep and dangerous trench and was posing a safety issue. The lowest bid submitted to make the repairs was by Eagle Erosion for \$24,750 and would be paid from the Street Bond budget. Mayor Dane-Patterson moved to approve the drainage upgrades. Councilmember Rawls seconded the motion. The motion passed unanimously.

Ayes: Mayor Dane-Patterson, Mayor Pro Tem McIlravy, Councilmembers Cisneros, Ingram, Rawls, Jones, and Cordell.

6. Discuss, consider, and possible action on rural water line improvements.

City Manager Lusk stated that throughout our CCN we have undersized water lines and he is asking for permission to use the Certificates of Obligation to provide these upgrades to increase capacity and obtain easements which would be beneficial to the citizens and the City of Pilot Point and hopefully open up options to future developments. Mayor Dane-Patterson stated it is important to upgrade these rural water lines as they can be a health and safety issue and was glad that Staff had found a way to do this. City Manager Lusk stated that if this agenda item is approved, they will be able to start getting estimates on the work and obtaining the necessary easements. Attorney McDonald suggested authorizing the City Manager to acquire the easements and necessary paperwork so that it will not need to be brought before City Council again.

Councilmember Cisneros made a motion to upgrade the rural water lines and authorize the City Manager to acquire the necessary paperwork and easements. Mayor Pro Tem McIlravy seconded the motion. The motion passed unanimously.

Ayes: Mayor Dane-Patterson, Mayor Pro Tem McIlravy, Councilmembers Cisneros, Ingram, Rawls, Jones, and Cordell.

I. STAFF REPORT

1. March 2021 Code Enforcement Report
2. March Municipal Court Report
3. March Library and Cultural Arts Report
4. FY21 March Finance Report

J. EXECUTIVE SESSION

The City Council of the City of Pilot Point will recess into Executive Session (Closed Meeting) pursuant to the provisions of Chapter 551, Subchapter D, Texas Government Code, to discuss the following:

1. Chapter 551.074 of Texas Government Code to deliberate the appointment, employee, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: City Manager.

The City Council recessed into Executive Session at 7:52pm.

K. RECONVENE INTO REGULAR SESSION

The City Council of the City of Pilot Point will reconvene into Regular Session (Open Meeting) pursuant to the provisions of Chapter 551, Subchapter D, Texas Government Code, to take any action necessary regarding the following items discussed in Executive Session.:

1. In accordance with Texas Government Code, Chapter 551, the City Council will reconvene into Regular Session to consider action, if any, on matters discussed in Executive Session.

The City Council reconvened into Regular Session at 9:46pm. Mayor Dane-Patterson stated there was no action to be taken.

L. FUTURE AGENDA ITEMS/REQUESTS BY COUNCILMEMBERS TO BE ON NEXT AGENDA

Councilmembers shall not comment upon, deliberate, or discuss any item that is not on the agenda. Councilmembers shall not make routine inquiries about operations or project status on an item that is not posted. Any Councilmember may, however, state an issue and a request that this issue be placed on a future agenda.

M. ADJOURN

Mayor Dane-Patterson stated the agenda had been exhausted at 9:47pm and moved to adjourn the meeting. Mayor Pro Tem McIlravy seconded the motion. The motion passed.
Ayes: Mayor Dane-Patterson, Mayor Pro Tem McIlravy, Councilmembers Cisneros, Ingram, Rawls, Jones, and Cordell


Shea Dane-Patterson, Mayor

ATTEST:



Lenette Cox, City Secretary