

# City of Pilot Point, Texas

Minutes of the June 10, 2019

## City Council Meeting

The City Council of the City of Pilot Point, Texas met on this date at 6:30 p.m. for a Special City Council meeting. City Council members present were Mayor Shea Dane-Patterson, Jim Porter, Whitney Delcourt, Ronald Petty and Andy Singleton. City Staff members present were City Manager Alan Guard, Main Street Director Lenette Cox, Development Services Director John Taylor, Fire Chief Heath Hudson, Police Chief Tim Conner, EDC Director Denise Morris, and City Secretary Alice Holloway. Absent: Cordell, McIlravy

### **AGENDA**

#### **A. ROLL CALL/CALL TO ORDER**

Mayor Dane-Patterson announced a quorum at 6:31 p.m. and called the meeting to order.

#### **B. 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*

Mayor Dane-Patterson led the Pledge to Flags.

#### **C. INVOCATION**

Invocation led by James Reid, pastor of Mountain Springs Fellowship Bible Church.  
Absent: Cordell, McIlravy

#### **D. ITEMS OF COMMUNITY INTEREST**

Mayor Dane-Patterson made the following announcements:

- Hot Rod and Hero's on Saturday, June 15<sup>th</sup>
- Movies in the Park-Captain Marvel-Allen Groff Park on Friday, June 28<sup>th</sup> at dusk

Councilmember Porter made the following announcements:

- Prayer on the Square will be held on June 29, 2019 starting at 8:30 am

#### **E. 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.)*

1. Presentation from the Development Services regarding department staffing, budget highlights, and future budget considerations.

Development Services Director Taylor gave a presentation regarding the Development Services Department. The following was discussed:

- Mission Statement
- Staffing
- Current Budget
- Budget Needs
- Budget wants

#### **F. CONSENT AGENDA**

1. Discuss, consider, and possible action on approval of minutes of May 8, 2019.

Councilmember Delcourt moved to approve the Consent Agenda. Councilmember

Porter seconded the motion. The motion Passed.  
Ayes: Dane-Patterson, Delcourt, Petty, Porter, Singleton

Absent: Cordell, McIlravy

## G. REGULAR AGENDA

- 1. Discuss consider and possible action on an Ordinance to amend Article 10.02 "Subdivision Ordinance"; Division 3. "Plat Procedures, Standards, and Specifications" and Division 4. "Subdividers Agreement and Construction Contracts for Public Improvements", of the Code of Ordinances of the City of Pilot Point, Denton County, Texas.**

Councilmember Petty moved to table this item and direct staff to take to the Planning & Zoning Commission and ask them to make recommendation (in person) to City Council. Mayor Dane-Patterson seconded the motion. The motion passed unanimously.

Ayes: Dane-Patterson, Delcourt, Petty, Porter, Singleton

Absent: Cordell, McIlravy

- 2. Discuss, consider and possible action on a Subdivision Construction Agreement for Lakeview Estates with its developer, M & B Construction.**

Councilmember Porter moved to table this time until city manager and staff can meet with developer. Councilmember Petty seconded the motion. The motion passed unanimously.

Ayes: Dane-Patterson, Delcourt, Petty, Porter, Singleton

Absent: Cordell, McIlravy

- 3. Discuss, consider, and possible action approving an ordinance adopting Guidelines for Filming in Pilot Point, Texas and participation in the Texas Film Commission Film Friendly Texas Program.**

Councilmember Petty moved to approve an ordinance adopting the guidelines for filming in Pilot Point and participating in the Texas Film Commission Film Friendly Texas Program. Councilmember Singleton seconded the motion. The motion passed unanimously.

Ayes: Dane-Patterson, Delcourt, Petty, Porter, Singleton

Absent: Cordell, McIlravy

- 4. Discuss, consider, and possible action on adopting a resolution approving the EDC Property Enhancement Incentive Policy.**

Mayor Dane-Patterson moved to adopt a resolution approving the EDC Property Enhancement Incentive Policy. Councilmember Petty seconded the motion. The motion passed unanimously.

Ayes: Dane-Patterson, Delcourt, Petty, Porter, Singleton

Absent: Cordell, McIlravy

- 5. Discuss, consider, and possible action on authorizing the City Manager to enter into an agreement with National Sign Plazas, Inc. (NSP) to design and develop a home builder directional sign program.**

Mayor Dane-Patterson moved to authorize the city manager to enter into an agreement with National Sign Plazas, Inc. to develop and design a Home Builder directional Sign Program. Councilmember Delcourt seconded the motion. The motion passed unanimously.

Ayes: Dane-Patterson, Delcourt, Petty, Porter, Singleton

Absent: Cordell, McIlravy

- 6. Discuss, consider, and possible possible action approving an agreement with the Elim Group for Council-Manager training.**

Councilmember Petty moved to approve an agreement with Elim Group for Council-Manager training. Councilmember Singleton seconded the motion. The motion passed unanimously.

Ayes: Dane-Patterson, Delcourt, Petty, Porter, Singleton

Absent: Cordell, McIlravy

**7. Update on the Emergency Preparedness Plan and Emergency Notification System.**

City Manager Alan Guard stated that Council and staff previously discussed updating the City's Emergency Preparedness Plan and staff and Council training related to the National Incident Management System, or NIMS. In addition, he stated that it has been determined that City's emergency notification siren is not functioning properly and there was a meeting to discuss emergency notification options. Mr. Guard stated that staff was asked to research options and provide a plan. Mr. Guard stated that this item is to update Council on the status of that research.

City Manager Guard stated that staff has been updating their NIMS training and Assistant Fire Chief Bryan Cox will be coordinating NIMS coursework at City Hall to be made available to staff and elected officials. Those dates will be announced as soon as they are determined. In addition, he stated that City Secretary Alice Holloway is monitoring the state website to see if Pilot Point will receive the grant funds that had previously been awarded. City Manager Guard stated that if Council would like to move forward with the purchase without the grant funds, staff recommends working with Point Bank on a five-year loan.

City Manager Guard stated that staff was also given direction to communicate better with citizens regarding CodeRed. Mr. Guard stated that the current CodeRed contract does restrict the notifications to residents in the city limits and that staff has identified the Denton County Emergency Management website which does provide for Evergreen severe weather notification via phone, text or email for Denton County residents in Pilot Point's ETJ. In addition, he stated that there are several weather apps that can be downloaded onto a computer or phone, such as Weather Bug.

No action taken on this item.

**H. 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. § 551.071: Consultation with Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter re: (a) employee complaints made during the May 28, 2019, council meeting; and (b) roles of Mayor, City Manager and Councilmembers.
2. §551.074: Deliberation regarding the appointment, evaluation, reassignment, duties, discipline or dismissal of public officer or employee: employee complaints made during the May 28, 2019, council meeting.

Mayor Dane-Patterson read the purpose of the Executive Session and council convened into Executive Session at 8:38 p.m.

**I. 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.

Mayor Dane-Patterson announced the meeting is back in regular session at 9:35 p.m.

Councilmember Petty moved to authorize the City Attorney's Office to perform an investigation regarding the employee complaints made during the May 28, 2019 meeting. Mayor Dane-Patterson seconded the motion. The motion passed unanimously.

**J. 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.*

The following item was placed on the next agenda:

- Burks Street Drainage

**K. ADJOURN**

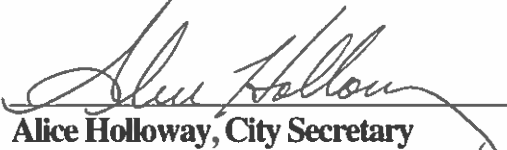
Mayor Dane-Patterson moved to adjourn the meeting at 9:37 pm. Councilmember Petty seconded the motion. The motion passed unanimously.

Ayes: Dane-Patterson, Delcourt, Petty, Porter, Singleton

Absent: Cordell, McIlravy

  
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Shea Dane-Patterson, Mayor

**ATTEST:**

  
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Alice Holloway, City Secretary

Approved July 22, 2019