

City of Pilot Point, Texas
Minutes of the March 12, 2018
City Council Meeting

The City Council of the City of Pilot Point, Texas met on this date at 6:00 p.m. for a Regular City Council meeting. City Council members present were Mayor Shea Dane-Patterson, John White, Elisa Carrasco, Whitney Delcourt, Jim Porter, and CJ Hilliard. City Staff members present were City Manager Alan Guard, Police Chief Tim Conner, Development Services Director Kelly Carpenter, Finance Supervisor Lana Ensminger, and City Secretary Alice Holloway.

AGENDA

A. ROLL CALL/CALL TO ORDER

Mayor Dane-Patterson announced a quorum at 6:30 pm 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 was led by Ray Dane with Calvary Baptist Church and former mayor of the City of Pilot Point.

D. ITEMS OF COMMUNITY INTEREST

Mayor Dane-Patterson made the following announcements.

1. City Council / CPAC Workshop on March 19th at 5:30pm
2. Easter Egg Hunt on March 24th starting at 10am at the Old City Park
3. Regular City Council Meeting on March 26th at 6:30pm
4. Joint workshop with City Council, Parks Board, and Trail Masterplan Committee on March 27th at 6:30pm. The City is creating a Trails Masterplan and needs your thoughts and recommendations. Visit our website or Facebook page for a link to take the survey.
5. The Community Singers Concert will be held on April 8, 2018 at 2:00pm at the Opera House. Joining the community singers will be the Pilot Point Elementary School children.
6. The City General Election will be held on May 5th. Be sure to register to vote.
7. Lone Star Specialties started today applying the asphalt rejuvenator to the Square. The Square will be re-opened to traffic on Wednesday, March 14. The product must sit for a period of time before the striping can be added.
8. You are invited to a town hall meeting to give your input, opinions and feedback to help plan and identify potential projects to consider for a November 2018 bond election. Come learn about bonds and how the bond election process works. Ask questions and let us know your thoughts. Come and hear presentations and give your feedback on current and future needs including:
 - Police / Fire facilities
 - Downtown square redevelopment
 - Parks and recreation
 - Streets and sidewalks
 - Drainage

Dinner will be provided. For more information and to RSVP, visit www.CityofPilotPoint.org.

9. March 24, 2018 is Prayer on the Square starting at 8:00 am.

E. PUBLIC FORUM, PRESENTATIONS AND RECOGNITION: (No Action)

1. **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.)*

NA

F. CONSENT AGENDA

1. Discuss, consider, and possible action on approval of the City Council minutes of February 19, 2018 and February 26, 2018.
2. Discuss, consider, and possible action on a resolution adopting the FY 2019 Budget calendar and FY 2019 Budget Policies.
3. Discuss, consider, and possible action on an Ordinance of the City Council of the City of Pilot Point, Texas, amending Ordinance No. 334-11-2017 providing for City of Pilot Point budget amendment number two (2) in order to amend the 2017-2018 fiscal year budget; providing for the incorporation of premises; providing a savings clause; providing a cumulative repealer clause; providing for severability; providing for engrossment and enrollment; and providing an effective date.
4. Discuss, consider, and possible action on a contract with EIKON Consulting Group, LLC for consulting and design services for public safety facilities in the amount of \$12,850.

Councilmember Porter moved to approve the Consent Agenda as presented and Councilmember Carrasco seconded the motion. The motion passed unanimously.

G. REGULAR AGENDA

1. **Public hearing regarding the submission of an application to the Texas Department of Agriculture for a Texas Community Development Block Grant Program (TxCDBG) grant.**

Mayor Dane-Patterson opened the public hearing regard the submission of an application to the Texas Department of Agriculture for a Texas Community Development Block Grant Program (TxCDBG) grant at 6:39pm.

Mr. Cloy Richards with GrantWorks Inc. stated that the eligible uses of CDBG funds are water, sewer, drainage, other infrastructure facilities; disaster relief; planning activities; colonia assistance; economic development and job creation; housing rehabilitation or reconstruction; related engineering, acquisition, and administration activities. Most CDBG-assisted activities must primarily benefit households earning at or below 80% of the area median family income or aid in the prevention of slum and blight.

Mr. Cloy Richards stated that the Planning/Capacity Building Fund grant is in the amount up to \$55,000 for Planning/Capacity Building applicants.

The past use of funds are Sidewalk improvements in 2017 to Main Street area; water system improvements in 2009 to include reconstruction of an elevated storage tank, waterworks and SCADA improvements at a water plant, and 6 new taps and valves; sidewalk, curbs, and ADA ramp improvements in 2009 in Main Street area; previous planning studies in 2003; sewer system improvements in 2000 to include installation of preliminary treatment facility, a lift station, oxidation ditch, final clarifiers, chlorine contact unit, and modifications to the holding pond; first time sewer service to unserved residents through replacing undersized water line and making wastewater treatment plant improvements; previous planning studies in 1992 to include base studies, water, wastewater, streets, drainage, parks, central business district, economic development, capital improvements program, and zoning and subdivision ordinances.

After no more public comments, Mayor Dane-Patterson closed the public hearing at 6:41pm.

2. Discuss, consider, and possible action on a resolution of the City Council of the City of Pilot Point, Texas, authorizing the filing of a Texas Community development Block Grant Program Application under the Planning/Capacity Building fund to the Texas Department of Agriculture;

and authorizing the Mayor to act as the City's Executive Officer and authorized representative in all matters pertaining to the city's participation in the Texas Community Development Block Grant Program.

Councilmember Hilliard moved to approve a resolution of the City Council of the City of Pilot Point, Texas, authorizing the filing of a Texas Community development Block Grant Program Application under the Planning/Capacity Building fund to the Texas Department of Agriculture; and authorizing the Mayor to act as the City's Executive Officer and authorized representative in all matters pertaining to the city's participation in the Texas Community Development Block Grant Program and Councilmember Carrasco seconded the motion. The motion passed unanimously.

- 3. Public hearing on a replat request for Block 27, Texas and Pacific Railway Addition, also described as 1.83 plus or minus acres in the C. Smith Survey, Abstract No. 1139 in Denton County, Pilot Point, Texas. The purpose of the replat is to create (12) twelve residential lots, also described as Texas and Pacific Addition, Block 27, Lots 1RA – 1RB & 2R through 12R.**

Mayor Dane-Patterson opened the public hearing regarding a replat request for Block 27, Texas and Pacific Railway Addition, also described as 1.83 plus or minus acres in the C. Smith Survey, Abstract No. 1139 in Denton County, Pilot Point, Texas. The purpose of the replat is to create (12) twelve residential lots, also described as Texas and Pacific Addition, Block 27, Lots 1RA – 1RB & 2R through 12R at 6:42 pm.

Mr. Don Richards stated that the majority of the homes will be three bedroom, two baths, and with two car garages. The lots will be larger than the City requirements. Most of the lots will be an average of 7,000 sq. ft.

After no more public comments, Mayor Dane-Patterson closed the public hearing at 6:45 pm.

- 4. Discuss, consider, and possible action on a replat request for Block 27, Texas and Pacific Railway Addition, also described as 1.83 plus or minus acres in the C. Smith Survey, Abstract No. 1139 in Denton County, Pilot Point, Texas. The purpose of the replat is to create (12) twelve residential lots, also described as Texas and Pacific Addition, Block 27, Lots 1RA – 1RB & 2R through 12R.**

Councilmember Carrasco stated that she requested last December to vacate property in this area and would like staff to check into the status of it.

Development Services Director Carpenter stated that Mr. Richards is doing a great job and that several of the lots exceed the minimum lot size requirements.

Councilmember Hilliard moved to approve a replat request for Block 27, Texas and Pacific Railway Addition, also described as 1.83 plus or minus acres in the C. Smith Survey, Abstract No. 1139 in Denton County, Pilot Point, Texas. The purpose of the replat is to create (12) twelve residential lots, also described as Texas and Pacific Addition, Block 27, Lots 1RA – 1RB & 2R through 12R and Councilmember Delcourt seconded the motion. The motion passed unanimously.

- 5. Public hearing on a preliminary plat request for plus or minus 28.473 acres in Samuel Flint Survey, Abstract No. 418 for the purpose of creating a 123-lot subdivision (Hat Creek Estates) in the ETJ of the City of Pilot Point, Denton County, Texas. The property is generally located on F.M. 1192 (W. Walcott Street), approximately 2,000 feet east of Carl Gross Road.**

Mr. Kevin Ware, Engineer with KJE stated that they are hoping to break ground in June. In addition, he stated that the average lot sizes are between 6,000 -7,000 sq. ft. The price of the homes will be between \$185,000 and \$250,000, but a few will be up near \$290,000. There will be a total of 118 homes and they will be between 1800 sq. ft. and 2500 sq. ft. in size.

- 6. Discuss, consider, and possible action on a preliminary plat request for plus or minus 28.473 acres in Samuel Flint Survey, Abstract No. 418 for the purpose of creating a 123-lot subdivision called Hat Creek Estates in the ETJ of the City of Pilot Point, Denton County, Texas. The property is generally located on F.M. 1192 (W. Walcott Street), approximately 2,000 feet east of Carl Gross Road.**

Councilmember Carrasco moved to approve preliminary plat request for plus or minus 28.473 acres in Samuel Flint Survey, Abstract No. 418 for the purpose of creating a 123-lot subdivision called Hat Creek Estates in the ETJ of the City of Pilot Point, Denton County, Texas. The property is generally

located on F.M. 1192 (W. Walcott Street), approximately 2,000 feet east of Carl Gross Road and Councilmember Hilliard seconded the motion. The motion passed unanimously.

- 7. Discuss, consider, and possible action on a resolution authorizing the city manager to execute a Municipal Services Agreement with 375 Oak Ridge, LLC, for the purpose of offering municipal services for property legally described as abstract 418 in the Samuel Flint Survey, Tracts 5 and 6, Old DCAD Tract 8, containing 28.473 acres, more or less, Denton County, Texas to be annexed into the corporation limits of the City of Pilot Point, Texas; calling for two public hearings; and providing an effective date.**

Councilmember Carrasco moved to approve a resolution authorizing the city manager to execute a Municipal Services Agreement with 375 Oak Ridge, LLC, for the purpose of offering municipal services for property legally described as abstract 418 in the Samuel Flint Survey, Tracts 5 and 6, Old DCAD Tract 8, containing 28.473 acres, more or less, Denton County, Texas to be annexed into the corporation limits of the City of Pilot Point, Texas; calling for two public hearings; and providing an effective date and Councilmember Porter seconded the motion. The motion passed unanimously.

- 8. Discuss, consider, and possible action on a proposed development agreement of plus or minus 44.953 acres, described as Lots 1 through 5, Block A in the Samuel Flint Survey, Abstract 419, generally located on Jordan Moore Road, approximately 1,300 feet west of Alexander Road in the City of Pilot Point, Denton County, Texas.**

Development Services Director stated that this item was on a previous agenda. This is a plat in the ETJ and has an accompanying developer's agreement limiting the uses to agriculture, recreational vehicle park, and storage of operational recreational vehicles and other agriculture and wildlife management activities. In addition, the applicant is also dedicating 2500 square feet of land for a sewage lift state.

The term of the agreement is for twenty-five (25) years. The property will be used as a RV Park.

Robert Smithers, owner of Pilot Point Livestock Auctions, LTD. stated that the agenda wording is not correct. The correct amount of acres is a little under nine (9) acres and not the full 44.953 acres.

Councilmember Carrasco moved to amend and approve the proposed development agreement of plus or minus 9 acres (not 44.953 acres), described as Lots 1 through 5, Block A in the Samuel Flint Survey, Abstract 419, generally located on Jordan Moore Road, approximately 1,300 feet west of Alexander Road in the City of Pilot Point, Denton County, Texas. Councilmember Delcourt seconded the motion. The motion passed unanimously.

- 9. Public hearing on the proposed Comprehensive Plan 2030.**

Mayor Dane-Patterson opened the public hearing at 7:28 pm.

Development Services Director Carpenter stated that RUDAT started working on the plan in 2012, UT Arlington worked on it in 2014, the vision and guiding principles were developed in 2017, and on February 5, 2018 the Planning & Zoning Commission recommended the approval.

City Manager Guard stated that he has stated many times, if citizens want to know what is going on in their City, they need to read the newspaper. The local paper reports on meetings and from the weekly updates that they received from staff.

Planning & Zoning Commission Chair Brian Heitzman stated that Ms. Carpenter has done a great job on the comprehensive plan. In addition, he stated he has some other areas that needs to be worked on, but this was not the time and place.

After no more comments were made, Mayor Dane-Patterson closed the public hearing at 7:59pm.

- 10. Discuss, consider, and possible action on an Ordinance of the City of Pilot Point, Denton County, Texas, adopting a new Comprehensive Plan for the City; providing that the adopted Comprehensive Plan shall supersede and replace any Comprehensive Plan previously adopted; providing a repealer clause; providing a severability clause; providing an effective date.**

Councilmember Porter moved to approve an Ordinance of the City of Pilot Point, Denton County, Texas, adopting a new Comprehensive Plan for the City; providing that the adopted Comprehensive Plan shall supersede and replace any Comprehensive Plan previously adopted; providing a repealer

clause; providing a severability clause; providing an effective date and Councilmember Delcourt seconded the motion. The motion passed unanimously.

11. Discuss, consider, and possible action on board appointments.

Mayor Dane-Patterson moved to approve the following appointments:

KPPB	Term
Alexis Martinez	2020
Stephanie Porter	2020
Main Street	
Dena Rushing	2020
Historic Review Board	
Chris Aguinaldo	2019

Councilmember Carrasco seconded the motion. The motion passed unanimously.

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. In accordance with Texas Government Code, Section 551.074: to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

a. **Municipal Judge**

Mayor Dane-Patterson read the purpose of the Executive Session and the City Council convened into Executive Session at 8:01 pm.

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, Section 551.074: to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

a. **Municipal Judge**

Mayor Dane-Patterson reconvened into Regular Council meeting at 8:55 pm.

Councilmember Carrasco moved to appoint Natalie Banuelos as Municipal Judge and authorize City Manager Alan Guard to work out all the details. Councilmember Porter seconded the motion. The motion passed unanimously.


H. ADJOURN.

Councilmember Carrasco moved to adjourn. Councilmember Porter seconded the motion. The motion passed unanimously. The meeting adjourned at 8:57 pm.



Shea Dane-Patterson, Mayor

ATTEST:



Alice Holloway, City Secretary
Approved: March 26, 2018