

City of Pilot Point, Texas

Minutes of the April 09, 2018

City Council Meeting

The City Council of the City of Pilot Point, Texas met on this date at 6:30 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, Dean Cordell, and CJ Hilliard. City Staff members present were City Manager Alan Guard, Police Chief Tim Conner, Development Services Director Kelly Carpenter, Asst. Development Services Director Calvin Manuel, Finance Supervisor Lana Ensminger, Fire Chief Heath Hudson, Asst. Fire Chief Bryan Cox, 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 Reverend Roger Greer, pastor of Calvary Baptist Church

D. ITEMS OF COMMUNITY INTEREST

- 1) The City general election will be held on May 5th. Early voting will be held at the community center from April 23rd to May 1st. The sample ballot is posted on the City bulletin board and on the City website. If you need more information regarding the upcoming election, please contact City Secretary Alice Holloway
- 2) City Council will hold a joint meeting with the Capital Projects Advisory Committee on April 16th at 6:00 pm. Everyone is welcomed to attend.
- 3) There will be a Town Hall Meeting on April 30, 2018 at 6:00 pm to discuss potential projects for the November Bond Election. The meeting will be held at the intermediate school and dinner will be provided. Please RSVP so a head count for food can be obtained.
- 4) This Thursday, April 12, from 10 am to 3 pm we are partnering with Workforce Solutions and North Central Texas College to host an even for small businesses looking to advance in their industry. This event is to inform business owners about training, grants, and employee recruitment to help them grow their small business. Stop by when you have time to find out more information, or contact Amanda Davenport our Economic Development Director.
- 5) At the last meeting, there were questions asked regarding replacement of old pipes inside city limits. We have received the following answers from Atmos Energy for the City of Pilot Point:
 - Capital Expenditures for FY10-FY17 – Over \$700,000
 - We currently operate 24 miles of main within the city
 - 60% of the system is PE
 - 9 miles of steel
 - No Cast Iron in the city
 - Since 2012 we've replaced over 3,000 feet of main and over 50 services
 - Infrastructure replacement
 - Through our risk based model we're able to determine system threats and prioritize pipe segments including replacement or retirement of identified facilities, if needed. Our risk based pipe replacement criteria consider many factors including age, pipe type, soil conditions, and leakage history. We perform leak surveys on a periodic basis that meet or exceed state and federal requirements.

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.)*

a. Chance Kirby- Mr. Kirby stated that for item ten (10), he wants the City to consider the property investment of the owners, the financial hardship this will cause for the existing buildings.

i. Proclamation recognizing May 2018 as Motorcycle Safety Awareness Month

Mayor Dane-Patterson presented a proclamation to Survivors United X-Ray Chapter recognizing May 2018 as Motorcycle Safety Awareness Month.

F. CONSENT AGENDA

- 1. Discuss, consider, and possible action on approval of the City Council minutes of March 26, 2018.**
- 2. 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 three (3) 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.**
- 3. Discuss, consider, and possible action on an Interlocal Cooperation Agreement for shared Governance Communications and Dispatch Service System.**

Councilmember Carrasco moved to approve the Consent Agenda. Councilmember Hilliard seconded the motion. The motion passed unanimously.

G. REGULAR AGENDA

- 1. Public hearing on the proposed annexation of certain property by the City of Pilot Point, Texas: being Denton CAD Property ID Number 41300, approximately 28.49 acres in the S. Flint Survey, Abstract Number 418, generally located on F.M. 1192, approximately 2,000 feet east of Carl Gross Road.**

Mayor Dane-Patterson opened the public hearing on the proposed annexation of certain property by the City of Pilot Point, Texas: being Denton CAD Property ID Number 41300, approximately 28.49 acres in the S. Flint Survey, Abstract Number 418, generally located on F.M. 1192, approximately 2,000 feet east of Carl Gross Road at 6:44 pm.

Asst. Development Services Director Manuel stated that the City Council adopted a resolution on March 12th setting two public hearings. This property was part of a non-development agreement that was previously approved.

No comments from the public. Mayor Dane-Patterson closed the public hearing at 6:45 pm.

- 2. Discuss, consider, and possible action on a resolution recognizing the necessity of protecting the natural areas adjacent to creeks and other waterways; adopting the Denton County Greenbelt Plan as a tool for preserving greenbelts; endorsing the plan as an urgent regional program for the county, cities, towns and utilities to help protect water quality in local watersheds; and expressing Pilot Point's intent to participate in implementing strategies that will preserve and protect the environment and safeguard the public welfare.**

Mr. Jason Pierce with Upper Trinity gave a presentation regarding the necessity of protecting the natural areas adjacent to creeks and other waterways and a summary of the Denton County Greenbelt Plan.

Councilmember Porter moved to approve a resolution recognizing the necessity of protecting the natural areas adjacent to creeks and other waterways; adopting the Denton County Greenbelt Plan as a tool for preserving greenbelts; endorsing the plan as an urgent regional program for the county, cities, towns and utilities to help protect water quality in local watersheds; and expressing Pilot Point's intent to participate in implementing strategies that will preserve and protect the environment and safeguard

the public welfare and Councilmember Delcourt seconded the motion. The motion passed unanimously.

3. Receive annual audit presentation by BrooksWatson & Co., PLLC and discuss and consider acceptance of the Comprehensive Annual Financial Report (CAFR) for the City of Pilot Point.

Mr. Jon Watson of BrooksWatson & Co., PLLC presented the Comprehensive Annual Financial Report. The following topics were covered:

- Total assets exceeded total liabilities by \$8,947,128
- The City had an overall decrease in net position of \$981,870
- City's governmental funds reported a combined ending fund balance of \$5,252,326, a decrease of \$1,857,435
- Total governmental expenses were \$4,494,719
- Total governmental revenues were \$3,471,215
- Total sales taxes were 21%; \$748,039
- Total property taxes were 43%; \$496,225
- Charges for services were 14%; \$496,225
- Grants and contributions were 9%; \$313,048

No action taken on it item.

4. Discuss, consider, and possible action on an ordinance amending the City of Pilot Point Code of Ordinance, Chapter 14 Zoning regarding Telecommunications Tower Standards; providing for severability; a cumulative repealer clause; a savings clause; a penalty clause not exceed two thousand dollars, and an effective date.

This item was removed from agenda at the request of staff for further review. No discussion or action taken.

5. Discuss, consider, and possible action on the site plan for Bay Point Apartments located at 804 E. McDonald Street.

Development Services Director Carpenter stated that the site plan was approved at the April 2nd Planning and Zoning Commission Meeting.

Councilmember Porter moved to approve the site plan for Bay Point Apartments located at 804 E. McDonald Street and Councilmember Delcourt seconded the motion. The motion passed unanimously.

6. Discuss, consider, and possible action on the award of two bids for sewer collection improvements. Contract #1 (Lift stations) is to be awarded to Excel Trenching of Rockwall, TX in the amount of \$1,280,850.00. Contract #2 (Sewer Main) is to be awarded to Vessels Construction of Sherman, TX in the amount of \$725,128.89.

City Manager Guard stated that twenty-four general contractors submitted bids on this project. The total bid amount for both contracts was \$2,005,978.89 resulting in the total project being under budget by \$393,021.11

Councilmember Delcourt moved to award two bids for sewer collection improvements. Contract #1 (Lift stations) is to be awarded to Excel Trenching of Rockwall, TX in the amount of \$1,280,850.00. Contract #2 (Sewer Main) is to be awarded to Vessels Construction of Sherman, TX in the amount of \$725,128.89. Councilmember Hilliard seconded the motion. The motion passed unanimously.

7. Discuss, consider, and possible action on the award of a bid for Mowing and Clean-up services for the Code Enforcement Department.

Asst. Director of Development Services Manuel stated that the Code Enforcement Officer recommends the award of bid be awarded to Weldon's Lawn & Tree Services.

Councilmember Porter moved to award a bid for Mowing and Clean-up services for Code Enforcement Department to Weldon's Lawn & Tree Services and directed staff to check references. Councilmember Hilliard seconded the motion. The motion passed unanimously.

8. Discuss, consider, and possible action on the configuration of traffic control signs on Liberty Street (FM 1192).

Councilmember Cordell moved to leave the current configuration of traffic control signs on Liberty Street (FM1192) as is and Mayor Dane-Patterson seconded the motion. The motion passed unanimously.

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

Councilmember Cordell moved to appoint John Haughton to the Board of Adjustment and Councilmember Carrasco seconded the motion. The motion passed unanimously.

10. Discussion on the adopted 2015 International Fire Code.

Fire Chief Hudson gave a presentation regarding the 2015 International Fire Code. The following topics were covered:

- Knox Boxes
- Fire Suppression
- Section 102.3 Change of use or occupancy
- Section 407.1 Conformance
- Civilian Fatalities
- Firefighter Fatalities
- Life Safety Issues
- Insurance Premium Cost

Ms. Alison Dane stated that she is the owner of the building that is in question. The only issue in question regarding the building is the size. Fire Chief Hudson and Asst. Fire Chief Cox gave to the building and measured three different times. Each time they got a different measurement. Ms. Dane stated that they were not measuring the buildings correctly either time.

Ms. Dane stated that she got a report from a professional builder proving that the building is under 6,000 sq. ft.

Councilmember Cordell stated that for the safety of firemen, he would like to see training at city hall so everyone will be on the same page.

City Manager Alan Guard stated that he wants everyone treated with fairness and recommends that the City follow the 2015 International Code for life safety reasons.

Mr. Kevin Price stated that he is confused and frustrated. In February, prior to signing lease, he came to city hall and was told that as long as he did not sell food, he didn't need to do anything else. Mr. Price stated that he was told that when he is ready to open, to call Mr. Cox. I was anticipating opening the business on April 1st. Mr. Price stated that he now has thousands in inventory, but cannot open.

Mayor Dane-Patterson told Ms. Dane to give her professional report to City Manager Alan Guard.

The recommendation of Council is to follow the 2015 International Fire Code, but to look at each on a case by case basis.

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 551.071, consultation with City 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 the Texas Open Meetings Act regarding:
 - a. Water Well #8 Project

Mayor Dane-Patterson read the purpose of the Executive Session and the City Council convened into Executive Session at 8:59 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 551.071, consultation with City 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 the Texas Open Meetings Act regarding:

- a. Water Well #8 Project

Mayor Dane-Patterson convened into regular Council Meeting at 9:20 pm.

No action was taken as a result of the Executive Session.

J. ADJOURN.

Councilmember Cordell moved to adjourn. Councilmember Porter seconded the motion. The motion passed unanimously. The meeting adjourned at 9:20 pm.



Shea Dane-Patterson, Mayor

ATTEST:



Alice Holloway, City Secretary

Approved: April 23, 2018