

City of Pilot Point, Texas
Minutes of the April 23, 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, 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, EDC Director Amanda Davenport, and City Secretary Alice Holloway.

AGENDA

A. ROLL CALL/CALL TO ORDER

Mayor Dane-Patterson announced a quorum at 6:31 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 Father Tom Kennedy, pastor of St. Thomas Aquinas Catholic Church

D. ITEMS OF COMMUNITY INTEREST

1. Early voting started today and will end on May 1st. Election Day is May 5, 2018.
2. Town Hall Meeting will be Monday, April 30, 2018 at 6:00 pm. Will be held at the Pilot Point Intermediate School.

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.)*

i. Proclamation recognizing May 3, 2018 as Pilot Point Day of Prayer

Mayor Dane-Patterson read out loud a proclamation recognizing May 3, 2018 as Pilot Point Day of Prayer.

ii. Proclamation recognizing May 7-12, 2018 as Economic Development Week

Mayor Dane-Patterson read out loud and presented a proclamation to EDC Executive Director Amanda Davenport recognizing May 7-12, 2018 as Economic Development Week.

iii. Proclamation recognizing May 6-12, 2018 as Municipal Clerks Week

Mayor Dane-Patterson read out loud and presented a proclamation to City Secretary Alice Holloway recognizing May 6-12, 2018 as Municipal Clerks Week.

F. CONSENT AGENDA

1. Discuss, consider, and possible action on approval of the City Council minutes of April 9, 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 a contract with Countywide Inspection Services to supply Building Official services to the City of Pilot Point.**

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

G. **REGULAR AGENDA**

1. **Second public hearing on the proposed annexation of certain property by the City of Pilot Point, Texas: being Denton CAD Property ID Number 41300, approximately 28.473 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 second public hearing on the proposed annexation of certain property by the City of Pilot Point, Texas: being Denton CAD Property ID Number 41300, approximately 28.473 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 6:46 p.m.

Asst. Development Services Director Manuel stated that the public hearing is to allow the property owners and any other residents the opportunity to speak for or against the proposed annexation. This annexation proceeding is the result of a preliminary plat being filed on the property which had a development agreement. The filing of a development document initiates an irrevocable voluntary annexation.

Ms. Rebecca Millikin stated she is a 4th generation of Pilot Point. She began to live in Pilot Point in 2007. In addition, she serves on the Planning & Zoning Commission. Mr. Millikin stated she has concerns regarding the number of developments on 1192 and we need a drainage masterplan before pushing for more developments.

Mr. Richard Fronterhouse stated he moved to Pilot Point in 2005. He supports the development and believes it will help the City and school.

Mr. Kevin Ware gave a presentation regarding the Hatcreek Estates. Mr. Ware stated that his firm has taken consideration of all the comments made at the Planning & Zoning meeting. The intent is to give options on the home size and pricing so different floor plans will be offered.

Mayor Dane-Patterson stated that she is in support of this project because it will help the City and the school district.

After no more public comments, Mayor Dane-Patterson closed the public hearing at 6:57 pm.

2. **Discuss, consider, and possible action on an ordinance annexing the hereinafter described territory known as being Denton CAD Property ID Number 41300, approximately 28.473 acres in the S. Flint Survey, Abstract Number 418, generally located on F.M. 1192, approximately 2,000 feet east of Carl Gross Road, into the City of Pilot Point, Denton County, Texas, and extending the boundary limits of said City so as to include the described property within the City Limits, and granting to all the inhabitants of the property all the rights and privileges of other citizens and binding the inhabitants by all of the Ordinances, Resolutions, Acts and Regulations of the City; Adopting a Service Plan; Finding and determining that all requirements for annexation including public hearings, notices and open meetings have been met according to law; Providing instructions for filing this Ordinance and for correcting the Official Map and boundaries of said City; Providing severability and cumulative clauses; and providing an effective date.**

Councilmember Carrasco moved to approve an ordinance annexing the hereinafter described territory known as being Denton CAD Property ID Number 41300, approximately 28.473 acres in the S. Flint Survey, Abstract Number 418, generally located on F.M. 1192, approximately 2,000 feet east of Carl Gross Road, into the City of Pilot Point, Denton County, Texas, and extending the boundary limits of said City so as to include the described property within the City Limits, and granting to all the inhabitants of the property all the rights and privileges of other citizens and binding the inhabitants by all of the Ordinances, Resolutions, Acts and Regulations of the City; Adopting a Service Plan; Finding and determining that all requirements for annexation including public hearings, notices and open meetings have been met according to law; Providing instructions for filing this Ordinance and for correcting the Official Map and boundaries of said City; Providing severability and cumulative clauses; and providing an effective date. Councilmember Hilliard seconded the motion. The motion passed unanimously.

3. **Public hearing on a proposed zone change request to rezone plus or minus 28.473 acres in the S. Flint Survey, Abstract No. 418, Tract(s) 5, 6, from A, Agriculture to PD, Planned Development Single Family Residential. The property is generally located on F.M. 1192 (W. Walcott Street), approximately 2,000 feet east of Carl Gross Road.**

Mayor Dane-Patterson opened the public hearing regarding a proposed zone change request to rezone plus or minus 28.473 acres in the S. Flint Survey, Abstract No. 418, Tract(s) 5, 6, from A, Agriculture to PD, Planned Development Single Family Residential. The property is generally located on F.M. 1192 (W. Walcott Street), approximately 2,000 feet east of Carl Gross Road at 6:59 pm.

4. **Discuss, consider, and possible action on an ordinance of the City of Pilot Point, Texas amending Chapter 14, Zoning of the Code of Ordinances to change the zoning classification of 28.473 plus or minus acre parcel(s), located west of N. Laramie Circle, South of Jordon Moore Road, and North of F.M. 1192 (W. Walcott Street), Pilot Point, Texas from A, Agriculture to PD, Planned Development Single Family Residential; amending the original zoning map to reflect such changes; providing a saving clause; providing a severability clause; providing a penalty; providing for engrossment and enrollment; and providing an effective date.**

Director of Development Services Carpenter stated that at the April 17, 2018 Planning & Zoning Meeting, the Commission recommended that the City Council adopts the PD with its concept plan. The Planning and Zoning Commission also voted to recommend the following amendments to the PD:

1. Put 7 lots instead of 8 at the entryway where lots 1 – 8 exist now.
2. Provide a driveway width of at least 20 feet.
3. Provide a variety of colors for the architectural shingles.
4. In front of lots 1 -8 near the entryway, provide a solid masonry 8 feet high wall and landscaping.
5. Provide a wider width on the entry to driveways near the street.
6. Provide decorative style mail boxes.

Mayor Dane-Patterson stated that she is very pleased with all the hard work of the Planning & Zoning Commission with all the hard work put into this project.

Councilmember Carrasco moved to approve an ordinance of the City of Pilot Point, Texas amending Chapter 14, Zoning of the Code of Ordinances to change the zoning classification of 28.473 plus or minus acre parcel(s), located west of N. Laramie Circle, South of Jordon Moore Road, and North of F.M. 1192 (W. Walcott Street), Pilot Point, Texas from A, Agriculture to PD, Planned Development Single Family Residential; amending the original zoning map to reflect such changes; providing a saving clause; providing a severability clause; providing a penalty; providing for engrossment and enrollment; and providing an effective date. Councilmember White seconded the motion. The motion passed unanimously.

Mayor Dane-Patterson asked the City Secretary to have staff correct the numbering in the ordinance (number 15 is skipped).

Mr. Kevin Ware thanked the City Council, City Manager, City Secretary, and staff for being great to work with.

5. **Public hearing on the preliminary plat for plus or minus 8.078 Acres in the C. Smith Survey, Abstract No. 1139 in Denton County, Pilot Point, Texas.**

Mayor Dane-Patterson opened the public hearing on the preliminary plat for plus or minus 8.078 Acres in the C. Smith Survey, Abstract No. 1139 in Denton County, Pilot Point, Texas at 7:25 pm.

Kelly- CB & K Management is proposing a 62-lot townhome subdivision based on the standards in the Planned Development. The planning and zoning commission has recommended approval.

Randi Rivera, AICP with G&A Consultants gave a presentation regard the proposed Rodeo Crossing Townhomes. Some of the topics discussed were:

- Concept Plan/Preliminary Plat
- Townhome Lot Configuration
- Landscape Plan
- Example Floorplan

- Conditions
 1. Ornamental Metal fence along Railroad
 2. Ornamental Metal fence with masonry columns along Washington
 3. A seating area in Open Space
 4. 2 Units that side against RR tracks to have sound mitigation
 5. Maybe get 15' between rear of units by moving Street B 5' closer to RR

The homes starting price will be \$200,000. There will be an HOA and they will be either two (2) or three (3) bedrooms.

Councilmember Cordell asked if there will be enough room to get a ladder truck into the development and City Manager Guard stated yes. Councilmember Hilliard stated she had concerns because there is very little greenspace.

Mayor Dane-Patterson stated she likes is project because it offers a different project for the community. After no more comments, Mayor Dane- Patterson closed the public hearing at 7:53 pm.

6. Discuss, consider, and possible action on the preliminary plat for plus or minus 8.078 Acres in the C. Smith Survey, Abstract No. 1139 in Denton County, Pilot Point, Texas.

Councilmember Carrasco moved to approve the preliminary plat for plus or minus 8.078 Acres in the C. Smith Survey, Abstract No. 1139 in Denton County, Pilot Point, Texas and Councilmember White seconded the motion. The motion passed. Councilmember Cordell and Councilmember Hilliard voted against.

7. Public hearing on a zone change request to rezone plus or minus 8.078 acres in the C. Smith Survey, Abstract No. 1139, Tract(s) 358B and 358C, from C-2, Commercial to PD, Planned Development.

Mayor Dane-Patterson opened the public hearing on a zone change request to rezone plus or minus 8.078 acres in the C. Smith Survey, Abstract No. 1139, Tract(s) 358B and 358C, from C-2, Commercial to PD, Planned Development at 7:54 pm.

There were no public comments. Mayor Dane-Patterson closed the public hearing at 7:55 pm.

8. Discuss, consider, and possible action on an ordinance of the City of Pilot Point, Texas amending Chapter 14, Zoning of the Code of Ordinances to change the zoning classification of 8.078 plus or minus acre parcel(s), generally located on S. Washington Street, approximately 3,000 feet north of the intersection of Washington Street (Highway 377-Business) & Highway 377, Pilot Point, Texas from C-2, Commercial to PD, Planned Development Single Family Residential, Attached; amending the original zoning map to reflect such changes; providing a saving clause; providing a severability clause; providing a penalty; providing for engrossment and enrollment; and providing an effective date.

Councilmember Carrasco moved to approve an ordinance of the City of Pilot Point, Texas amending Chapter 14, Zoning of the Code of Ordinances to change the zoning classification of 8.078 plus or minus acre parcel(s), generally located on S. Washington Street, approximately 3,000 feet north of the intersection of Washington Street (Highway 377-Business) & Highway 377, Pilot Point, Texas from C-2, Commercial to PD, Planned Development Single Family Residential, Attached; amending the original zoning map to reflect such changes; providing a saving clause; providing a severability clause; providing a penalty; providing for engrossment and enrollment; and providing an effective date. Councilmember White seconded the motion. The motion passed unanimously.

9. Discussion and update on the April 30, 2018 Town Hall Meeting.

City Manager Guard gave a presentation on the proposal of the upcoming April 30, 2018 Town Hall Meeting. Below are some of the topics were discussed:

- Capital Projects Process
- The CPAC Charge
- Potential Projects
 - Public Safety Facility
 - Sidewalks - \$500,000
 - Drainage master plan \$500,000

Downtown redevelopment - \$2.8M

Parks – Park Land acquisition - \$1.0M

- Retrofit Cost
- The Proposal

#1 Public Buildings to include a new public safety building, retrofit the current fire station and update the current police station - \$9.3 million

#2 Streets - \$3.5 Million

#3 sports and recreation facilities - \$2.0 million

#4 Park land acquisition - \$1.2 million

#5 downtown redevelopment - \$1.0 million

#6 drainage master plan - \$500,000

#7 sidewalks - \$500,000

Total - \$18,000,000

- Financial Impact

Councilmember Carrasco stated that she understands the presentation, but thinks it is too much in the weeds. She asked that we keep it simple, keep it humane.

Mayor Dane-Patterson asked if we can have homestead, over 65, and veterans' exemption tax forms printed out.

Councilmember Delcourt stated that we need to stress how we only have control over City taxes.

City Manager Guard stated that we will have people stationed at each work station and there will be an information table set up.

Mr. Howard Kimble (1215 St. Charles) asked what is the total of the bond package. City Manager Guard stated we are going to see what the citizens want. The maximum amount is \$18,500,000.

H. STAFF REPORTS

The City Council may discuss any of the items under Staff Reports, but no formal action will be taken.

- March City Secretary Report
- March Financial Report
- March Police Reports
- March Library Report
- March Main Street Report
- March Public Works Report

Mayor Dane-Patterson stated that Public Works Director Cisneros is retiring October 2018. Mayor Dane-Patterson stated that he has done an outstanding job for the City and it is time to take a step back and enjoy.

I. 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. **City Manager**

Mayor Dane-Patterson read the purpose of the Executive Session and the City Council convened into Executive Session at 8:33 pm.

J. 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. City Manager

Mayor Dane-Patterson convened into regular Council Meeting at 9:58 pm.

Mayor Dane-Patterson moved to give a pay increase to City Manager Guard in the amount of 4% and Councilmember Hilliard seconded the motion. The motion passed unanimously.

J. ADJOURN.

Councilmember Carrasco moved to adjourn. Councilmember Hilliard seconded the motion. The motion passed unanimously. The meeting adjourned at 9:59 pm.



Shea Dane-Patterson, Mayor

ATTEST:



Alice Holloway, City Secretary

Approved: May 14, 2018