

City of Pilot Point, Texas
Minutes of the June 11, 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, Jim Porter, Whitney Delcourt, and Dean Cordell. City Staff members present were City Manager Alan Guard, Police Chief Tim Conner, Development Services Director Kelly Carpenter, Public Works Director Mario Cisneros, 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 Craig Tullis, pastor of Pilot Point Church of Christ.

D. ITEMS OF COMMUNITY INTEREST

1. This weekend is the Hot Rods & Hero's Car Show. During the event, the Police and Fire Department buildings will be open for tours.

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:**

- **May 14, 2018 Regular Meeting**
- **May 14, 2018 Special Meeting**
- **June 2, 2018 Special Meeting**

Councilmember Porter moved to approve the minutes of May 14, 2018 Regular Meeting, May 14, 2018 Special Meeting, and June 2, 2018 Special Meeting. Councilmember Delcourt seconded the motion. The motion passed unanimously.

G. REGULAR AGENDA

1. **Public hearing on the condition of the structure located at 522 E. Burks Street, Tract 157, C. Smith Survey, Abstract No. 1139, 1.0 Acres, and whether or not it is in violation of the Substandard Structure Ordinance.**

Mayor Dane-Patterson opened the public hearing on the condition of the structure located at 522 E. Burks Street, Tract 157, C. Smith Survey, Abstract No. 1139, 1.0 Acres, and whether or not it is in violation of the Substandard Structure Ordinance at 6:38 p.m.

Ms. Cecelia Harris stated that no one received notice regarding this property. Ms. Kelly Carpenter stated that notice was sent to the listed owner of the property with the Denton County Appraisal District.

Ms. Alicia Stafford stated that the building is full of antique belongs of the family. The house is locked and secured. In addition, she stated that even though the building was once used as the Oak Dale School, she cannot find any official documentation proving it.

Ms. Yolanda Harris stated that she did some research and because the building was moved, it can no longer be considered historic.

Mayor Dane-Patterson stated that the building has been deemed as an unsafe structure by the City building official and with a school nearby, it has been brought to the City Council. In addition, with the recent fire chief presentation on unsafe codes, the council must review staff recommendations.

- 2. Discuss, consider and possible action on an order of the City Council of the City of Pilot Point, Texas, declaring the structure located at 522 E. Burks Street, Pilot Point, Texas, to be an unsafe building and substandard structure, ordering the responsible party to secure the structure, ordering the responsible party to keep the structure vacated; ordering the responsible party to correct the substandard conditions; and establishing penalties and remedies for non-compliance.**

Councilmember Porter moved to table this item until the June 25, 2018 meeting to give time for the Historic Review Board to review and make a recommendation to the council. Councilmember Cordell seconded the motion. The motion passed unanimously.

- 3. Discuss, consider, and possible action on awarding the bid for Mowing and Landscape Services to New Horizon Services of Pilot Point, TX in the amount of \$31,904.**

Councilmember Cordell moved to award a bid for Mowing and Landscape Services to New Horizon Services of Pilot Point, TX in the amount of \$31,904. Councilmember Porter seconded the motion. The motion passed unanimously.

- 4. Discuss, consider, and possible action on board appointments.**

Councilmember Cordell moved to approve the following appointments:

Planning & Zoning

Jim Bob Sevier
Paul Dennis
Matt McIlravy

Board of Adjustment

Curtis Wilson
Shannon Stephens
Kimberly Kelly

Historic Review Board

Cliff Lunsford
Robert Heuman
Victoria Wells
Barbie Mays

Library Board

Whitney Delcourt
Stephanie Porter
Kenneth Adams
Jan Messman

Museum Board

John Gurney

Parks Board

Nita Bell
Hershel Bockman
Brock Cummings

Main Street Board

Charlotte Petermeier
Allison Martin
Kecia Maxwell

Economic Development Corp.

Jim Porter
Andrea Simons
Stephanie Sanchez
Everett Cummings

Keep Pilot Point Beautiful

Stephanie Schaeffer

Councilmember Porter seconded the motion. The motion passed unanimously.

- 5. Discuss, consider, and possible action on a change order regarding the sidewalk, curb ramp, and parking improvements for the downtown CDBG Project.**

City Secretary Alice Holloway presented a presentation of pictures showing what parts of the new sidewalks look like. In addition, she stated that some of the changes made to the original plans were adding new steps at the end of the sidewalk (top portion) of the bank building, squaring off part of the sidewalk between the bank building and the opera house (for the garden) and extending the sidewalk next to the purple door to the alley way.

City Secretary Alice Holloway stated that the change order that is being presented to the council is for an electrical package (\$15,950), Light Police Foundations (\$891.36), ACME Brick Paver Walkway (\$12,983.40), and additional railing at the new ramp (\$4,017.60). We would no longer need to concrete the sidewalk in front of Lowbrows and would save \$3,700.00. The total amount of the change order is \$40,039.28.

If the change order is approved, the new contract amount would be \$273,303.92. GrantWorks fees \$27,500, and engineering fees \$45,000.00. The total brings the project to \$345,803.92.

Councilmember Delcourt moved to approve Change Order #2 regarding the sidewalk, curb ramp, and parking improvements for the downtown CDBG Project. Councilmember Porter 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. City Manager

Mayor Dane-Patterson read the purpose of the Executive Session and the City Council convened into Executive Session at 7:59 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 551.074: to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

a. City Manager

Mayor Dane-Patterson reconvened into regular Council Meeting at 8:11 pm.

J. ADJOURN.

Mayor Dane-Patterson moved to adjourn. Councilmember Cordell seconded the motion. The motion passed unanimously. The meeting adjourned at 8:12 pm.



Shea Dane-Patterson, Mayor

ATTEST:



JoAnn Wright, Asst. City Secretary

Approved: June 25, 2018