

**City of Pilot Point, Texas  
Minutes of the September 9, 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 regular City Council meeting. City Council members present were Mayor Shea Dane-Patterson, Andy Singleton, Whitney Delcourt, Jim Porter, Pearlie Simpson, Dean Cordell and Matt McIlravy. City Staff members present were Police Chief Tim Conner, Fire Chief Heath Hudson, Asst Fire Chief Bryan Cox, Finance Manager Lana Ensminger, Development Services Director John Taylor, City Manager Alan Guard and City Secretary Alice Holloway. Also present was City Attorney Andy Messer and Attorney Melissa Cranford, Brad Isbell and Mike Tubiolo of Eikon Consulting Group.

**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 the flags.

**C. INVOCATION**

Invocation given by Pastor James Reed of the Mountain Springs Church.

**D. ITEMS OF COMMUNITY INTEREST**

Mayor Dane-Patterson made to following announcement:

- Planning Workshop to be held at City Hall on September 16 at 6:30. The workshop is in conjunction with a planning grant.

**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.)*

President of the Pilot Point Chamber of Commerce Ric Sadler gave an update of the awards banquet known as the Winter Festival.

1. Presentation from CoServ regarding Capital Credit allocation in the amount of \$1,225.04 to the City of Pilot Point.

Jennifer Gibson, manager of CoServ, presented Mayor Dane-Patterson and City Council with a Capital Credit allocation check in the amount of \$1,225.04.

2. Proclamation recognizing September 2019 as LIVE UNITED Month as requested by United Way of Denton County.

Mayor Dane-Patterson presented a Proclamation to United Way of Denton County recognizing September 2019 as Live United.

3. Fire Department presentation regarding staffing, significant budget expenditures and future budget considerations.

Fire Chief Hudson made a presentation. The following topics were discussed:

- Coverage Area

- Call Volume
- Staffing
- Regulating Authorities
- Apparatus
- Equipment
- Grant Funding
- ISO Rating

## F. CONSENT AGENDA

1. Discuss, consider, and possible action on approving the meeting minutes of August 12, 2019.

Councilmember McIlravy moved to approve the Consent Agenda. Councilmember Simpson seconded the motion. The motion passed unanimously.

## G. REGULAR AGENDA

1. **Public hearing regarding the proposed budget for the Fiscal year beginning October 1, 2019 ending September 30, 2020.**

Mayor Dane-Patterson opened the public hearing at 7:04 pm.

City Manager Guard spoke about these points on the budget:

- Addition police officers
- 3 percent pay increase for current employees
- contract mowing and custodial services
- Hiring two people for the parks department

Councilmember Cordell stated he recommended keeping the custodial services.

Ric Sadler stated he was in favor of hiring a new officer.

Bryan Heitzman stated that he had noticed many times that the city vehicles would be sitting in the parking lot idling. He stated that that looks like a waste on gas.

Fire Chief Hudson stated that we carry so many narcotics that have to be keep at a cool temperature and it is usually the refrigeration part on the unit that is running.

Police Chief Conner stated often times it's because the car itself is there office, due to not enough office space in the station. With the computers in the cars they have to remain running. If the officers move their computers into the building, they can shut the car off. In the winter they need to keep the vehicles running to keep the windshields deiced. In the summer the computers and flashlights need to be keep at a less harsh temperature.

Mayor Dane-Patterson closed the public hearing at 7:25 pm.

2. **Second public hearing on the proposed tax rate for the City of Pilot Point for tax year 2019, and announce the meeting date and time of adoption.**

Mayor Dane-Patterson opened the public hearing at 7:25 pm.

Mayor Dane-Patterson stated that the main items that need to be looked:

- Adding a police officer
- 3 percent cost of living raise for all employees
- Keeping the Custodial company
- list of ticket items

Mayor Dane-Patterson closed the public hearing at 7:27 pm.

3. **Discuss, consider, and possible action regarding the current City ordinance that limits the number of dogs per household as requested by Juan and Andrea Deleon.**

Juan Deleon stated that before he bought his home, he called City Hall to see how many dogs he could have at a residence in the city limits of Pilot Point. Mr. Deleon stated he was told that he could have seven dogs. Mr. Deleon moved in with five dogs. He added one about March, 2019 making it six dogs. He got a code enforcement letter about a complaint of noise. Mr. Deleon stated he has had to replace some of his dogs to come into compliance with the city codes. Mr. Deleon is asking the city to help so that he can get his dogs back.

City Manager Guard stated that instead of making an allowance, it would be in the best to change the ordinance to change the number allowed.

City Council directed staff to bring back to council an amended ordinance authorizing five dogs and three cats per household.

4. **Discuss, consider, and possible action to award a bid for the 2019 Street Reconstruction Program to 03 Concrete Contractors of Howe, TX in the amount of \$835,257.46.**

Councilmember Cordell moved to approved the award of bid for the 2019 Street Reconstruction Program to 03 Concrete Contractors of Howe, TX in the amount of \$835,257.46. Councilmember Delcourt seconded the motion. The motion passed unanimously.

5. **Discuss, consider, and possible action on approving bids for the construction of the Pilot Point Police Department Buildings in the amount of \$1,222,231.08.**  
Brad Isbell from Eikon stated that when the bids came in on this project, they were coming in high. Eikon sat done and started looking at things on the wise list to see what could be cut. Eikon Brad Isbell and Project Manager Mike

Council member Cordell stated he had a hard time spending over one million dollars without knowing exactly what has been cut.

Councilmember Singleton agreed with Councilmember Cordell stated Council needs to know what the money is being spent on.

Councilmember Porter moved to table item and direct staff to bring back more information on project in two weeks. Councilmember Cordell seconded the motion. The motion tabled.

6. **Discussion on the Winter Festival hosted by the Pilot Point Chamber of Commerce.**

Mayor Dane-Patterson and City Council gave direction to City Manager Guard to move forward on this and decide on staff that will participate in the planning of the Winter Festival hosted by the Pilot Point Chamber of Commerce.

#### **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 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 regarding:
  1. Status update regarding the investigation conducted by Ken Franch, M.S., A|A, S.E., P.E., Nelson Forensics, LLC
  2. Professional Fees
  3. Rules of order for City Council meetings
  4. Human resources administrator or consultant, human resources department.
  5. Solid Waste Services Contract with Waste Connections
  6. Yarbrough Farms Participation Agreement
2. In accordance with the Texas Government Code, Section 551.074: To deliberate the duties of a public officer or employee:
  - a. City Manager

Mayor Dane-Patterson read the purpose of the Executive Session and council convened into Executive Session at 8:09 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.

While in executive session Councilmember Cordell had to leave.

Mayor Dane-Patterson reconvened into regular session at 9:30 pm.

Councilmember Porter moved to authorize Councilmember Andy Singleton and Matt McIlravy to search and research Yarbrough Farms Development with assistance as needed of the city attorney, city engineer and city employees. Councilmember Delcourt seconded the motion. The motion passed unanimously.

Councilmember Porter moved to have a resolution of the City Council of the City of Pilot Point providing procedures for council participation in preparing the city council agenda. Councilmember Delcourt 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.*

1. 522 East Burks Street
2. Bloomfield School
3. Remove banning use of Round-Up
4. Proclamation on Weatherization Grant Program

**K. ADJOURN**

Mayor Dane-Patterson moved to adjourn at 9:35 pm. Councilmember Porter seconded the motion. The motion passed unanimously.

  
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Shea Dane-Patterson, Mayor

**ATTEST:**

  
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JoAnn Wright, Acting City Secretary

**Approved October 28, 2019**