

**MEETING
Town of Little Elm
100 W Eldorado Parkway
Little Elm, Texas 75068-5060**

**214-975-0404
<http://www.littleelmtx.us>**

Workshop and Regular Town Council Meeting

**Tuesday, May 5, 2020 - 6:00 PM
Town Hall Center-Virtual Town Hall Meeting**

1. NOTICE REGARDING PUBLIC PARTICIPATION AND TOWN COUNCIL/TOWN STAFF ATTENDANCE.

- A. Call to Order Council Work Shop at 6:00 p.m.
- B. Invocation:
- C. Items to be withdrawn from the Consent Agenda.
- D. Emergency Items if posted.
- E. Request by Town Council for items to be placed on a future agenda for discussion, and recognition of excused absences.
- F. Discussion of next steps for Town of Little Elm operations. (Town Manager)
- G. Discussion of Short Term Rental Ordinance. (Assistant to the Town Manager Caitlan Biggs/Director of Development Services Fred Gibbs)
- H. Presentation of monthly updates from department heads concerning law enforcement activities, municipal court, customer service, emergency medical services, fire department response, fire prevention activities, emergency management, ongoing economic development projects, building permits, code enforcement activities, library activities, human resources updates, information technology report, revenue and expenditure report, street construction status, sanitation services, highway construction status, utility operations, parks and recreation activities, as well as facility and fleet updates.

- I. Council to highlight items on the agenda needing further discussion or comments prior to the regular session.
2. Roll Call/Call to Order Town Council Meeting Immediately following the Council Workshop.
3. Issuance of Certificate of Election-Michael McClellan was duly elected (unopposed) to Town Council Place 6 and Curtis J. Cornelious was duly elected (unopposed) to Town Council Place 1. (Statement of Officer and Oath of Office was taken by both Council members prior to taking seats on the council). (Mayor Hillock)
4. Presentation/Recognition: To outgoing Council member Stephanie Shoemaker. (Mayor Hillock)
5. Consent Agenda: All matters listed under the Consent Agenda are considered to be routine by the Town Council and require little or no deliberation. There will not be a separate discussion of these items and the agenda will be enacted by one vote. If the Council expresses a desire to discuss a matter listed, that item will be removed from the consent agenda and considered separately:
 - A. Minutes of the April 21, 2020 Workshop and Regular Meeting. (Town Secretary Kathy Phillips)
 - B. Second Amendment to Chapter 380 Economic Program and Development Agreement between the Town of Little Elm and HEB Grocery Company. (EDC Executive Director Jennette Espinosa)
 - C. Appointment of members to the Planning and Zoning Commission-Stephen Horn Place 3 with term expiring 02-28-2023 and Robert Martin Place 8 (alternate) to P&Z and BOA with term expiring 02-28-2023. Appointment of members to the Board of Adjustment –Elaine Lee Place 1 with term expiring 02-28-2022, Joe Freddy Fierro Place 2 with term expiring 02-28-2022, and Jamell Johnson Place 5 with term expiring 02-28-2022. (Director of Development Services Fred Gibbs)
 - D. Accept and approve Cash and Investment Report for Quarter Ending March 31, 2020. (Chief Financial Officer Kelly Wilson)
 - E. Accept and approve Quarterly Financial Report for Quarter Ending March 31, 2020. (Chief Financial Officer Kelly Wilson)

- F. Adopt Ordinance No. 1547 an Ordinance of the Town of Little Elm, Texas, amending Chapter 26 – Businesses and Business Regulations of the Code of Ordinances by adding Article VIII, Short Term Rentals; providing for Regulations for the Registration and Use of Short Term Rentals; providing for Registration, providing for Definitions; providing for Inspections; providing for Restrictions; providing for Brochure and Safety Requirements; providing a penalty not to exceed Five Hundred and No/100 dollars (\$500.00); amending Chapter 74 – Taxation of the Code of Ordinance by amending the definition of a Hotel to include Short Term Rental Units; providing a severability clause; providing an effective date; and providing for the publication of the caption hereof. (Assistant to the Town Manager Caitlan Biggs/ Director of Development Services Fred Gibbs)

 - G. Approve Amended Interlocal Agreement between the Town of Little Elm and Frisco West WCID to provide law enforcement services. (Chief of Police Rodney Harrison)
6. Council will convene in Executive Session pursuant to Texas Government Code:
- A. Executive Session with Town Attorney under Texas Government Code Section 551.071 (Consultation with Attorney) to discuss the COVID-19 pandemic and municipal authority to respond to the COVID-19 outbreak.

 - B. Section 551.071 for private consultation with the Town Attorney to seek legal advice with respect to pending and contemplated litigation and including all matters on this agenda to which the Town Attorney has a duty under the Texas Rules of Discipline and Professional conduct regarding confidential communication with the Town Council.

 - C. Section 551.072 to discuss certain matters regarding real property.

 - D. Section 551.076 to discuss security matters.

 - E. Section 551.087 to discuss Economic Development.
7. Reconvene into Open Session: Discussion and consideration to take any action necessary as the result of the Executive Session.
- A. Reconvene into open session to discuss and take action, if deemed appropriate, on the COVID-19 pandemic and the Town’s response thereto, including the consideration of an emergency declaration ordinance.

B. Section 551.071 for private consultation with the Town Attorney to seek legal advice with respect to pending and contemplated litigation and including all matters on this agenda to which the Town Attorney has a duty under the Texas Rules of Discipline and Professional conduct regarding confidential communication with the Town Council.

C. Section 551.072 to discuss certain matters regarding real property.

D. Section 551.076 to discuss security matters.

E. Section 551.087 to discuss Economic Development.

8. Adjourn Work Shop and Regular Meeting.

Pursuant to the Texas Open Meeting Act, (Chapter 551, Texas Government Code), one or more of the above items will be taken or conducted in open session following the conclusion of the executive closed session.

Persons with disabilities who plan to attend this meeting and who may need auxiliary aide of service such as interpreters for the hearing impaired, reader or large print are requested to contact the secretary at 214-975-0404 two days prior to the meeting so appropriate arrangements can be made. **BRILLE IS NOT PROVIDED.**

Respectfully,

Town Secretary

This is to certify that the above notice was posted on the bulletin board at the Town Hall Center this 30th day of April 2020.

Notice Regarding Public Participation and Town Council/Town Staff Attendance

Due to the COVID-19 (coronavirus) public health emergency, and in an effort to reduce in-person meetings that assemble large groups of people, Governor Greg Abbott has granted a temporary suspension of certain rules to allow for (1) town council members and town employees to participate in a town council meeting via videoconference call or other remote electronic means without a physical quorum of council members being present at the site of the meeting; and (2) the use of videoconferencing and other remote means to allow the public to observe the meeting and, when required, to participate in the public meeting.

In an effort to reduce the spread of the virus, for the May 5, 2020, Town Council meeting, individuals will be able to address the Council on any topic through submission of the web form below. Forms received will be recorded into the record and be given to the Town Council.

To access the videoconference online, follow these instructions:

- To join the Zoom meeting, click <https://zoom.us/j/97444451034>.
- To view the live stream meeting, click <https://www.littleelm.org/1258/Agendas-Minutes-Videos>

Pursuant to Section 551.007 of the Texas Government Code, individuals wishing to address the Council for items listed as public hearings will be recognized when the public hearing is opened. For individuals wishing to speak on a non-public hearing item, they may address the Council by submitting the online form at the following link:

<https://www.littleelm.org/FormCenter/Administration-5/LE-Town-Council-Presentation-and-Announc-87>.

Note: A physical quorum of the Town Council may not be present during the meeting as some Council Members may choose to participate in the meeting remotely as permitted by Governor Abbott's suspension of various statutes that may be interpreted to require face-to-face interaction between members of the public and public officials.