

Meeting Minutes

Regular Meeting of the Oak Point City Council

Oak Point City Hall
100 Naylor Road
Oak Point, Texas 75068

Monday, March 16, 2020
6:00 P.M.



1. Call to Order, Roll Call, and Determination of Quorum.

Mayor Palmer called the meeting to order at 6:03 p.m. with the following roll call:

Keith Palmer	Mayor	Present
John Lusk	Mayor Pro Tem	Present
Tim Freeman	Deputy Mayor Pro Tem	Present
Don Lindemann	Council Member	Present
Dena Meek	Council Member	Present
Kyle Thompson	Council Member	Present

City staff present:

Stephen Ashley	City Manager
Joni Vaughn	City Secretary
Donna Boner	Finance Manager
Mike Shackelford	Director of Public Safety

And with a quorum present the following items were addressed.

2. Invocation

Councilmember Meek led the invocation.

3. Pledge of Allegiance.

Mayor Palmer led the Pledge of Allegiance and Pledge to the Texas Flag.

4. Items of Community Interest

City Secretary Vaughn reported that all non-essential meetings of the City are cancelled in April. Only City Council and Planning and Zoning Commission will meet. Out of an abundance of caution, we have made the decision to cancel our main Court Docket for March 18th. The Attorney and Pre-Trial Dockets will still be held at 9:30 am. Defendants who were scheduled to appear before the Judge will be rescheduled for a later date. Jake's Place Park has been closed to the public. Springfest has been cancelled. The City-Wide Garage Sale will be Saturday, April 18th from 8:00 am until 2:00 pm if we have enough registrants. The City Clean-Up will be Saturday, April 25th. Dumpsters will be available from 8:00 am until 2:00 pm. Household Hazardous Waste Collection will be from 9:00 am until 12:00 pm across the street in the church parking lot. Document Shredding will be from 9:00 am until 12:00 pm in City Hall parking lot. Citizens may also drop off hard drives that have been removed from computers into a locked bin for shredding by the shredding company later, as hard drives and paper cannot be shredded together. The rest of the computer can be disposed of in the dumpsters. Atmos Energy has rolled out a plan to assist customers during the coronavirus pandemic. Please see our City website News Flash section at the bottom of the home page or visit our City Facebook page for details.

City Manager Ashley reported that he and DPS Director Shackelford met regarding COVID-19 and that the City has acquired the N95 masks, shields, gloves, gowns to keep employees safe if necessary. Director Shackelford reported that DPS has come up with an alternate staffing plan in case employees contract the

virus. The City does have mutual aid agreements with other agencies who would assist us if necessary and we would assist them as well. Mayor Palmer suggested we install some protection at the front desk windows such as plexiglass. City Manager Ashley said that City Hall employees will be able to access their computers from home in case they have to work from home. City Manager Ashley also reported that Governor Abbott has made a temporary exemption to the Open Meetings Act allowing cities to meet electronically so as not to interrupt the continuity of government, but also abide by the advisement of social distancing.

5. Public Input

John Chetelat, 950 Garnet Cove, President of the Emerald Sound Homeowners Association, thanked the City Council for the new entrance to Emerald Sound. He also addressed the Council regarding the City and the HOA working together on permit approvals from both the City and the HOA.

6. Presentation and discussion of the following reports:

- **Financial Report for February 2020**
- **Municipal Court Report for February 2020**
- **Permits Report for February 2020**
- **Department of Public Safety (DPS) Report for the month of February 2020**

Finance Manager Boner presented the monthly financial report and answered questions from Council. DPS Director Shackelford answered questions from Council.

CONSENT AGENDA

7. Consider and act upon the minutes for the February 24, 2020 Special Council meeting.

Mayor Pro Tem Lusk made a motion to approve the minutes of the February 24, 2020 Special Council Meeting; motion seconded by Councilmember Thompson.

Motion Passed 5-0

REGULAR AGENDA

8. Public Hearing to hear comments regarding a request for an ordinance allowing a Special Use Permit for an accessory structure in front of the primary structure but behind the 50-foot setback on Lot 195 of Emerald Sound at Lake Lewisville, Section Two, also known as 1130 Emerald Sound Boulevard.

City Planner Coker explained the item and answered Council's questions.

Mayor Palmer opened the Public Hearing at 6:37 pm. No one came forward to speak. Mayor Palmer closed the Public Hearing at 6:37 pm.

9. Consider and act upon recommendation for an ordinance for a Special Use Permit for an accessory structure in front of the primary structure but behind the 50-foot setback on Lot 195 of Emerald Sound at Lake Lewisville, Section Two, also known as 1130 Emerald Sound Boulevard.

Councilmember Lindemann made a motion to approve an ordinance for a Special Use Permit for an accessory structure in front of the primary structure but behind the 50-foot setback on Lot 195 of Emerald Sound at Lake Lewisville, Section Two, also known as 1130 Emerald Sound Boulevard subject to the submitted site plan; motion seconded by Mayor Pro Tem Lusk.

Motion Passed 5-0

- 10. Public Hearing to hear comments regarding a request for approval of a Final Plat for a new commercial subdivision located at the northwest corner of the intersection of FM 720 and McCormick Road, Point 720 Addition LLC, Lot 1, Block A, being 8.157 acres gross/7.431 acres net in the City of Oak Point, Denton County, Texas.**

City Planner Coker explained the item and answered Council's questions.

David Bond, engineer for Spiars Engineering representing Point 720, LLC, answered questions.

Mayor Palmer opened the Public Hearing at 6:47 pm. No one came forward to speak. Mayor Palmer closed the Public Hearing at 6:47 pm.

- 11. Consider and act upon a request for approval of a Final Plat for a new commercial subdivision located at the northwest corner of the intersection of FM 720 and McCormick Road, Point 720 Addition LLC, Lot 1, Block A, being 8.157 acres gross/7.431 acres net in the City of Oak Point, Denton County, Texas.**

Deputy Mayor Pro Tem Freeman made a motion to approve a Final Plat for a new commercial subdivision located at the northwest corner of the intersection of FM 720 and McCormick Road, Point 720 Addition LLC, Lot 1, Block A, being 8.157 acres gross/7.431 acres net in the City of Oak Point, Denton County, Texas; motion seconded by Councilmember Lindemann.

Motion Passed 5-0

- 12. Public Hearing to hear comments regarding an ordinance amending the Comprehensive Zoning Ordinance by amending Chapter 14, Article 14.02, Section VIII, B. 2. Of the Code of Ordinances by addressing the side and rear yard setbacks for structures with or without a permanent foundation.**

City Planner Coker explained the item and answered Council's questions.

Mayor Palmer opened the Public Hearing at 6:50 pm. No one came forward to speak. Mayor Palmer closed the Public Hearing at 6:50 pm.

- 13. Consider and act upon recommendation of an ordinance amending the Comprehensive Zoning Ordinance by amending Chapter 14, Article 14.02, Section VIII, B. 2. Of the Code of Ordinances by addressing the side and rear yard setbacks for structures with or without a permanent foundation.**

Councilmember Thompson made a motion to approve an ordinance amending the Comprehensive Zoning Ordinance by amending Chapter 14, Article 14.02, Section VIII, B. 2. Of the Code of Ordinances by addressing the side and rear yard setbacks for structures with or without a permanent foundation; motion seconded by Mayor Pro Tem Lusk.

Motion Passed 5-0

- 14. Public Hearing to hear comments on the recommendation of an ordinance of the City of Oak Point, Texas, amending the Comprehensive Zoning Ordinance on approximately 69.789 acres of land located in the J. Dickson Survey, Abstract No. 338 and C. Dickson Survey, Abstract No. 339, City of Oak Point, Denton County, Texas from Agricultural (A) District to Planned Development No. 19 with RX4 Single Family Residential Zoning.**

City Manager Ashley gave a Power Point presentation to explain the item and answered Council's questions.

Mayor Palmer opened the Public Hearing at 6:55 pm. No one came forward to speak. Mayor Palmer closed the Public Hearing at 6:55 pm.

- 15. Consider and act upon recommendation of an ordinance of the City of Oak Point, Texas, amending the Comprehensive Zoning Ordinance on approximately 69.789 acres of land located in the J. Dickson Survey, Abstract No. 338 and C. Dickson Survey, Abstract No. 339, City of Oak Point, Denton County, Texas from Agricultural (A) District to Planned Development No. 19 with RX4 Single Family Residential Zoning.**

Mayor Pro Tem Lusk made a motion to approve an ordinance amending the Comprehensive Zoning Ordinance on approximately 69.789 acres of land located in the J. Dickson Survey, Abstract No. 338 and C. Dickson Survey, Abstract No. 339, City of Oak Point, Denton County, Texas from Agricultural (A) District to Planned Development No. 19 with RX4 Single Family Residential Zoning; motion seconded by Councilmember Meek.

Motion Passed 5-0

- 16. Public Hearing to hear comments on the recommendation of an ordinance of the City of Oak Point, Texas, amending the Comprehensive Zoning Ordinance on approximately 30.27 acres of land located in the J. Dickson Survey, Abstract No. 338 and C. Dickson Survey, Abstract No. 339, City of Oak Point, Denton County, Texas from Agricultural (A) District to Single Family Residential Estate District – Minimum 5 Acres (RE-5).**

City Manager Ashley explained the item and answered Council's questions.

Mayor Palmer opened the Public Hearing at 6:59 pm. No one came forward to speak. Mayor Palmer closed the Public Hearing at 6:59 pm.

- 17. Consider and act upon recommendation of an ordinance of the City of Oak Point, Texas, amending the Comprehensive Zoning Ordinance on approximately 30.27 acres of land located in the J. Dickson Survey, Abstract No. 338 and C. Dickson Survey, Abstract No. 339, City of Oak Point, Denton County, Texas from Agricultural (A) District to Single Family Residential Estate District – Minimum 5 Acres (RE-5).**

Councilmember Thompson made a motion to approve an ordinance amending the Comprehensive Zoning Ordinance on approximately 30.27 acres of land located in the J. Dickson Survey, Abstract No. 338 and C. Dickson Survey, Abstract No. 339, City of Oak Point, Denton County, Texas from Agricultural (A) District to Single Family Residential Estate District – Minimum 5 Acres (RE-5); motion seconded by Deputy Mayor Pro Tem Freeman.

Motion Passed 5-0

- 18. Consider and act upon a recommendation of the PARC Board accepting a bid from Green Mound, LLC to include the base bid and the alternate bid in the amount of \$322,791.50 to construct approximately 3,348 L.F of an 8' wide concrete trail and other improvements at Jake's Place Park.**

Councilmember Meek made a motion to accept a bid from Green Mound, LLC to include the base bid and the alternate bid in the amount of \$322,791.50 to construct approximately 3,348 L.F of an 8' wide concrete trail and other improvements at Jake's Place Park; motion seconded by Councilmember Thompson.

Motion Passed 5-0

- 19. Discuss road impact fees.**

City Manager Ashley explained that in order to adopt an impact fee, according to the Local Government Code Chapter 395, the City would need a Capitol Improvement Plan developed by a qualified licensed engineer. Council would then need to appoint an advisory committee to adopt an ordinance. The process would probably take about nine months. Council decided to look at this again during the budget process.

20. Discuss short term rentals in Oak Point.

City Manager Ashley and City Secretary Vaughn reported that Oak Point does not currently have an ordinance regarding short term rentals. City Staff will do further research to see how other cities are handling this issue and bring that information to Council.

21. Discuss an outdoor warning system in Oak Point.

Councilmember Thompson asked that Council table this discussion until a future meeting.

22. Discuss topics to be scheduled for a future City Council Meeting.

Deputy Mayor Pro Tem Freeman would like a report on the areas on FM 720 that are holding water. He would also like to discuss the mowing of medians along FM 720.

Councilmember Meek would like to discuss the process and the timing of volunteer applications.

23. Adjournment

Deputy Mayor Pro Tem Freeman made a motion to adjourn; motion seconded by Councilmember Thompson.

Motion Passed 5-0


Mayor Palmer adjourned the meeting at 7:44 pm.



Keith Palmer, Mayor



ATTEST:



Joni Vaughn, City Secretary

