



Meeting Minutes  
 Regular Meeting of the Oak Point City Council  
 and Special Meeting of the Zoning Board of Adjustment  
 Oak Point City Hall  
 100 Naylor Road  
 Oak Point, Texas 75068  
 Monday, August 19, 2019  
 6:00 P.M.

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

Mayor Palmer called the meeting to order at 6:02 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
Jeff Moore	City Attorney

And with a quorum present the following items were addressed:

**2. Invocation**

Councilmember Meek led the invocation.

**3. Pledge of Allegiance/Pledge to the Texas Flag**

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

**4. Presentation of Certificate of Appreciation to outgoing Board Members**

No outgoing board members were in attendance.

**5. Recess Council Meeting**

Mayor Palmer recessed the meeting at 6:05 pm.

**6. Call to order joint meeting between City Council and Board of Adjustment**

Mayor Palmer and Chairperson Maynard called to order a joint meeting between the City Council and the Board of Adjustment at 6:07 pm.

Board of Adjustment Members at roll call:

Leslie Maynard	Chairperson	Present
Lee Ann Keener	Vice Chairperson	Present
Suzanne Glorioso	Board Member	Present
Mike Jerden	Board Member	Present
James Hankins	Board Member	Present
Neil Collins	Alternate	Present

**JOINT CLOSED SESSION OF CITY COUNCIL AND BOARD OF ADJUSTMENT**

**7. Recess into Closed Session in compliance with Section 551.001 et. Seq. Texas Government Code, to wit:**

- a. **Section 551.071 (Consultation with Attorney) – to receive legal advice from City Attorney related to pending litigation: *Jeff Houle v. City of Oak Point, and Oak Point Board of Adjustment*, Cause No. CV-2018-03798, County Court at Law No. 2, Denton County, Texas.**
  
- b. **Section 551.071 (Consultation with Attorney) – to receive legal advice from City Attorney related to pending litigation, and related matters: *Mike Maciejack and Tiffany Maciejack v. City of Oak Point, and Oak Point Board of Adjustment*, Cause No. CV-2019-02578, County Court at Law No. 2, Denton County, Texas.**

Mayor Palmer and Chairperson Maynard recessed the joint meeting to go into closed session at 6:08 pm.

**8. Reconvene into Regular Session and take any actions necessary as a result of the Closed Session.**

Mayor Palmer and Chairperson Maynard reconvened the joint meeting at 7:07 pm.

Chairperson Maynard made a motion to authorize the City Attorney's office to respond to the most recent settlement offer on the terms as discussed in executive session; motion seconded by Board Member Keener.

**Motion passed 5-0.**

**9. Consider and act to approve the minutes of the Board of Adjustment from the meeting held on July 10, 2019.**

Board Member Hankins made a motion to approve the minutes of the July 10, 2019 minutes; seconded by Board Member Glorioso.

**Motion passed 5-0.**

**10. Adjournment of the Board of Adjustment**

Chairperson Maynard adjourned the meeting of the Board of Adjustment at 7:10 pm.

**11. Items of Community Interest**

May 28th through August 9th the Oak Point Community Room hosted Kids Eat Free. Kim Groff, Community Lead with Lovepacs, sent the following message to City Hall Staff: "Over the 11 week period, over 807 lunches were shared and 158 weekend bags were distributed. Volunteers served 141 hours, making themselves available to families every weekday. In short, Oak Point once again showed a true giving, community spirit! We are so thankful for your partnership."

The North Texas Food Bank Mobile Pantry will be at Oak Point Elementary on the 3rd Saturday of each month from 11 AM until Noon. There are no requirements and food is distributed on a first come, first served basis.

Trunk or Treat is October 31<sup>st</sup> from 6-8 pm and the new fire truck will be on display for the public.

Winterfest is set for Friday, December 6<sup>th</sup>.

Country Place Bulletin will be out by the 2<sup>nd</sup> week of September.

**12. Public Input**

No one came forward to speak.

**13. Presentation and discussion of the following reports:**

- **Financial Report for July 2019**
- **Quarterly Investment Report for 2<sup>nd</sup> quarter**
- **Municipal Court Report for July 2019**
- **Permits Report for July 2019**
- **Department of Public Safety (DPS) Report regarding police, fire, medical, and code enforcement incidents during the month of July 2019**

Finance Manager Boner gave the Financial Reports and answered questions. City Manager Ashley addressed the Municipal Court and Permit Reports. Chief Shackelford answered questions regarding the DPS Report.

**CONSENT AGENDA**

**14. Consider and act to upon the minutes of the July 15, 2019 Regular City Council meeting and the minutes of the July 29 and August 5, 2019 Budget Workshop meetings.**

**15. Consider and act upon a resolution authorizing the City Manager to execute Interlocal Agreements with Denton County regarding provisions of PID assessment and collection services for the Prairie Oaks PID No. 1 Phase 1C and Phase 2; Prairie Oaks PID No. 1 Phase 1; Prairie Oaks PID No. 1 MIA; Oak Point PID No. 2; Shahan Prairie Road PID No. 1 O&M; Shahan Prairie Road PID No. 1; Wildridge PID No. 1 O&M; Wildridge PID No. 1 MIA; Wildridge PID No. 1 IA#1; Wildridge PID No. 1 IA#2.**

**16. Consider and act upon a resolution authorizing the City Manager to execute an Interlocal Agreement with Aubrey Area Ambulance for emergency ambulance services for FY 2019-2020.**

**17. Consider and act upon the annual report to City Council from the Oak Point Economic Development Corporation.**

Mayor Pro Tem Lusk made a motion to approve the Consent Agenda; seconded by Councilmember Lindeman.

**Motion passed 5-0**

**REGULAR AGENDA**

**18. Consider and act upon a resolution accepting a preliminary Service and Assessment Plan for Improvement Area #3 of the Wildridge Public Improvement District No. 1 and setting a public hearing for Monday, September 16, 2019.**

Kyle Sykowski, P3 works, explained the resolution and the preliminary Service and Assessment Plan. Deputy Mayor Pro Tem Freeman made a motion to approve the resolution accepting a preliminary Service and Assessment Plan for Improvement Area #3 of Wildridge Public Improvement District No. 1 and setting a public hearing for Monday, September 16, 2019; seconded by Councilmember Thompson.

**Motion passed 5-0**

**19. Consider and act upon a resolution approving the Improvement Area #3 of the Wildridge Public Improvement District No. 1 Reimbursement Agreement.**

Mayor Pro Tem Lusk made a motion to approve a resolution approving the Wildridge Public Improvement District No. 1 Improvement Area #3 Reimbursement Agreement; seconded by Deputy Mayor Pro Tem Freeman.

**Motion Passed 5-0**

**20. Consider and act upon a resolution providing for the redemption of certain outstanding City of Oak Point, Texas Special Assessment Revenue Bonds, Series 2018 (Wildridge Public Improvement District No. 1 Improvement Area #2 Project) and resolving other matters incident and related thereto.**

Councilmember Lindemann made a motion to approve a resolution providing for the redemption of certain outstanding City of Oak Point, Texas Special Assessment Revenue Bonds, Series 2018 (Wildridge Public Improvement District No. 1 Improvement Area #2 Project); seconded by Mayor Pro Tem Lusk.

**Motion Passed 5-0**

**21. Consider and act upon a resolution approving the 2019 annual update to the Service and Assessment Plan and Assessment Rolls for Prairie Oaks Public Improvement District No. 1 including the collection of the 2019 Annual Installments.**

Mayor Pro Tem Lusk made a motion to approve a resolution approving the 2019 annual update to the Service and Assessment Plan and Assessment Rolls for Prairie Oaks Public Improvement District No. 1 including the collection of the 2019 Annual Installments; seconded by Councilmember Lindemann.

**Motion Passed 5-0**

**22. Consider and act upon a request for a final plat of Wildridge 5A consisting of Block AA, Lots 1-13; Block W, Lots 1-25 & 53-58; Block X, Lot 1; Block Y, Lot 1; Block Z, Lots 1-10; 50 Residential Lots, 7 HOA Lots 24.022 acres situated in the John McNeil Survey, Abstract No. 884, Elizabeth A. Shahan Survey, Abstract No. 1204, & the William McNeil Survey, Abstract No. 814, Denton County, Texas.**

Deputy Mayor Pro Tem Freeman made a motion to approve a final plat of Wildridge 5A consisting of Block AA, Lots 1-13; Block W, Lots 1-25 & 53-58; Block X, Lot 1; Block Y, Lot 1; Block Z, Lots 1-10; 50 Residential Lots, 7 HOA Lots 24.022 acres situated in the John McNeil Survey, Abstract No. 884, Elizabeth A. Shahan Survey, Abstract No. 1204, & the William McNeil Survey, Abstract No. 814, Denton County, Texas; seconded by Councilmember Thompson.

**Motion passed 5-0**

**23. Consider and act upon a request for a final plat of Wildridge 5B consisting of Block AA, Lots 14-30; Block W, Lots 26-52; 41 Residential Lots, 3 HOA Lots; 22.311 acres situated in the John McNeil Survey, Abstract No. 884 & the Elizabeth A. Shahan Survey, Abstract No. 1204, Denton County, Texas.**

Councilmember Thompson made a motion to approve a final plat of Wildridge 5B consisting of Block AA, Lots 14-30; Block W, Lots 26-52; 41 Residential Lots, 3 HOA Lots; 22.311 acres situated in the John McNeil Survey, Abstract No. 884 & the Elizabeth A. Shahan Survey, Abstract No. 1204, Denton County, Texas; seconded by Mayor Pro Tem Lusk.

**Motion Passed 5-0**

- 24. Consider and act upon a request for a preliminary plat for Prairie Oaks consisting of 179 Residential Lots / 2 Open Spaces being 31.696 acres out of the Marsella Jones Survey, Abstract No. 662 in the City of Oak Point - ETJ, Denton County, Texas.**

Councilmember Meek had questions and concerns regarding the access points into the development. Paul McCracken, engineer for the Prairie Oaks developer, addressed her concerns.

Mayor Pro Tem Lusk made a motion to approve a preliminary plat for Prairie Oaks consisting of 179 Residential Lots / 2 Open Spaces being 31.696 acres out of the Marsella Jones Survey, Abstract No. 662 in the City of Oak Point - ETJ, Denton County, Texas; seconded by Councilmember Lindemann.

**Motion Passed 4-1**

- 25. Discuss information from Grant Works as a possible future grant writer for the City.**

City Manager Ashley presented Council with information on Grant Works. He is in touch with Grant Works and recommends them as the grant writer for the City.

- 26. Discuss legislation regarding golf cart regulations.**

- 27. Recess into Closed Session in compliance with Section 551.001 et. seq. Texas Government Code, to wit:**

- a. Section 551.074 (Personnel Matters) to deliberate the appointment, employment, evaluation, and duties - City Manager's employment agreement.**

Mayor Palmer recessed the meeting at 8:38 pm to go into closed session.

- 28. Reconvene into Regular Session and take any action that is necessary as a result of the Closed Session.**

Mayor Palmer reconvened the meeting into regular session at 9:00 pm.

Councilmember Meek made a motion to authorize an incentive payment to City Manager Ashley to be paid by the last pay period in September; seconded by Mayor Pro Tem Lusk.

**Motion passed 5-0.**

- 29. Consider and act upon topics to be scheduled for a future City Council meeting (Palmer)**

Deputy Mayor Pro Tem Freeman would like to discuss the Home Rule Charter process. Councilmember Meek would like to discuss upgrading the building codes. Mayor Palmer would like to discuss permit fees. Mayor Pro Tem Lusk would like to discuss the Legislature's new rules for public comments at Council meetings. Councilmember Thompson would like a report on the boat dock. Mayor Pro Tem Lusk made a motion for these topics to be scheduled for a future Council meeting; seconded by Councilmember Thompson.

**Motion Passed 5-0**

**30. Adjournment**

Councilmember Thompson made a motion to adjourn; seconded by Councilmember Meek.


**Motion Passed 5-0**

**Mayor Palmer adjourned the meeting at 9:10 pm.**

  
\_\_\_\_\_  
Keith Palmer, Mayor



ATTEST:

  
\_\_\_\_\_  
Joni Vaughn, City Secretary