



**NOTICE OF TOWN COUNCIL MEETING
FOR THE TOWN OF CROSS ROADS
TUESDAY JULY 6, 2021 AT 7:00 P.M.**

**LOCATION: VIRTUAL and IN PERSON at
1401 FM 424, CROSSROADS, TEXAS 76227
Or**

Join Zoom Meeting

<https://us02web.zoom.us/j/84172720122>

Meeting ID: 841 7272 0122

One tap mobile

+13462487799,,84172720122# US (Houston)

1. Roll Call
2. Invocation
3. Pledge of Allegiance
4. Council Member Announcements and Updates.
5. Mayor Announcements and Updates.
6. Committee and Commissions Announcements and Updates.
7. Citizens Input (Items on the agenda and not on the agenda)
If commenting via Zoom, please use the Raise Your Hand feature. Please state your full name before speaking. Please limit your comments to three minutes in duration. You are restricted from passing your time or any portion of unused minutes to another citizen for comment.
8. Updates; Discussion of Same.
 - Town Administrator Announcements and Updates – Kristi Gilbert
 - Building Permits and Development
 - Law Enforcement
9. Discuss and consider traffic related issues at the intersection of Walmart Drive and US 380.
10. Discuss and consider action on proposed murals for a commercial building located at 11620 US 380 for Raising Canes.
11. Receive a presentation and discuss amendments to the Town's fee schedule.
12. Discuss and consider bulk-pick up services with Waste Connections.
13. Discuss and consider approval of a resolution designating signatories for the Town of Cross Roads.
14. Discuss and consider approval of meeting minutes:
 - a. June 21, 2021 Regular Council Meeting
 - b. June 26, 2021 Called Council Meeting

EXECUTIVE SESSION

- 15. The Town Council will convene into Executive Session pursuant Texas Government Code, annotated, Chapter 551, Subchapter D for the following:
 - a. Section 551.071 Consultation with Attorney – Consultation with and legal advice from the Town Attorney regarding the formation of the Cross Roads Police Department.
 - b. Texas Government Code, Section 551.074 Deliberation Regarding Personnel Matters – to the duties of a public officer: Police Chief
- 16. Take action as may be necessary or appropriate on matters discussed in Executive session.
- 17. Council requests for future agenda items.

Adjourn

Future Events and Meetings

All citizens are invited to participate; schedule may change.

- *Planning and Zoning Commission Meeting – Wednesday, July 7th, 2021 at 7:00 p.m.*
- *Municipal Development District Meeting – Thursday, July 8th, 2021 at 7:00 p.m.*
- *Called Parks and Recreation Board Meeting – Wednesday, July 14th, 2021 at 7:00 p.m.*
- *Northeast Police Commission Meeting – Thursday, July 15th, 2021 at 7:00 p.m.*
- *Town Council Meeting – Monday, July 19th, 2021 at 7:00 p.m.*
- *Parks and Recreation Board Vision Meeting – Tuesday, July 20th, 2021 at 6:00 p.m.*
- *Planning and Zoning Commission Vision Meeting – Wednesday, July 21st, 2021 at 6:00 p.m.*
- *Town Council Meeting – Monday, August 2nd, 2021 at 7:00 p.m.*

CERTIFICATION

I, the undersigned authority, do hereby certify that this Public Meeting Notice was posted on the official bulletin board at the Town Hall of the Town of Cross Roads, Texas on or before Friday, July 2nd, 2021 at 5:00 p.m., in accordance with Chapter 551, Texas Government Code.

As authorized by Section 551.071 of the Texas Government Code, this meeting may be convened into closed executive session for seeking confidential legal advice from the Town Attorney on any agenda item listed herein. This facility is wheelchair accessible and accessible parking spaces are available. For requests, please contact Town Hall at 940-365-9693. Reasonable accommodations will be made to assist your needs. This facility is wheelchair accessible and accessible parking spaces are available.

Donna Butler
Town Secretary

I certify that the attached notice and agenda of items to be considered by the Town Council of the Town of Cross Roads was removed by me from the front window of the Town of Cross Roads Town Hall, 1401 FM 424, Cross Roads, Texas, on the _____ day of _____, 2021.

_____, Title: Town Secretary



COUNCIL AGENDA BRIEFING SHEET

Meeting Date:
July 6, 2021

Agenda Item:
Discuss and consider traffic related issues at the intersection of Walmart Drive and US 380.

Requested by:
Council Member White-Stevens

Prepared by:
Kristi Gilbert, Town Administrator

Description:
At the June 7, 2021 Council Meeting, Council Member White-Stevens requested information and suggestions on how to handle traffic related issues at the intersection of Walmart Drive and US 380. A representative from Halff & Associates will be available to provide suggestions, options and cost estimates on proposed solutions.

Recommended Action:
If it is the desire of the Council to increase bulk pickup services, staff would recommend utilizing Option 1 as it is cheaper for the residents and will result in less truck traffic on the Town roads.

Attachments:
None.



COUNCIL AGENDA BRIEFING SHEET

Meeting Date:
July 6, 2021

Agenda Item:
Discuss and consider action on proposed murals for a commercial building located at 11620 US 380 for Raising Canes.

Prepared by:
Rodney Patterson, Building Official

Description:
Raising Cane's has submitted artwork for signs/murals located on the proposed building. Staff provided the first round of comments for all signs to the applicant on June 10, 2021 and revised artwork for Sign B was received on June 14, 2021. Attached are the initial artwork for signs B & C, and resubmitted artwork for sign B. Also attached are original review letters from the Building Official.

Recommended Action:
Staff is recommending approval of the revised artwork for sign B as it meets the ordinance definition of a mural. However, staff feels that the proposed arrow containing the words "Drive Thru" would be considered a directional sign per the ordinance.

Attachments:
Resubmittal of Art Work for Sign B – 6/14/21
Building Official Initial Review Letter for Sign B – 6/10/2021
Building Official Initial Review Letter for Sign C – 6/10/2021
Original Artwork for Sign B
Original Artwork for Sign C
Excerpts from Ordinance for Murals

CUTSHEET
One Love Heart
HEIGHT NTE 4'
PAINTED BY MURALIST

15' 6"

WALL IS PAINTED RED.
(CLIENT TO SPECIFY COLOR)



9'



Town of Cross Roads

1401 FM 424

Cross Roads, Texas 76227

940-365-9693 office | 469-375-5905 fax

town-information@crossroadstx.gov / crossroadstx.gov

Plan Review Comments for Wall Sign B on South Wall at 11620 US
Hwy 380
5-06-21
Denied

Comments to be Addressed During Construction

1. Comments cover an in-depth look at plans as submitted. However, omission of specific plan comments does not absolve the contractor of the responsibility for insuring that all construction complies with the Sign Ordinance for the Town of Cross Roads.
2. Final inspection for sign required prior to calling for final for tenant finish-out.
3. Max allowed square footage of wall signs for this wall is 52 sq. ft. There is a 24.9 Sq. ft. logo sign proposed for this wall as well as this sign which is 139.5 sq. ft. This would exceed the max allowable square footage.

Variance required: Painted wall sign exceeds allowable square footage.

If you have any questions or comments, please feel free to contact me at the Town of Cross Roads at (940)365-9693.

Thank You,

Rodney Patterson
Building Official
Town of Cross Roads



Town of Cross Roads

1401 FM 424

Cross Roads, Texas 76227

940-365-9693 office | 469-375-5905 fax

town-information@crossroadstx.gov / crossroadstx.gov

Plan Review Comments for Wall Sign C on West Wall at 11620 US
Hwy 380
5-06-21
Denied

Comments to be Addressed During Construction

1. Comments cover an in-depth look at plans as submitted. However, omission of specific plan comments does not absolve the contractor of the responsibility for insuring that all construction complies with the Sign Ordinance for the Town of Cross Roads.
2. Final inspection for sign required prior to calling for final for tenant finish-out.
3. No permit required for directional signs, however, the max allowed square footage of directional signs on walls is 8 sq. ft. This sign is approximately 52 sq. ft. If this is considered a mural, no permit is required.

Variance required: Exceeds maximum size for directional sign on a wall.

If you have any questions or comments, please feel free to contact me at the Town of Cross Roads at (940)365-9693.

Thank You,

Rodney Patterson
Building Official
Town of Cross Roads

PMRL (0915)

FOR ARTIST RENDERING USE ONLY
MURAL PROVIDED BY OTHER VENDOR



139.50 SQ. FT.

B MURAL W/ LOCATION
3/8" = 1'-0" ONE (1) REQ'D

Attachment 4



VISUAL COMMUNICATIONS
www.FederalHeath.com

2300 North Highway 121 Euless, Texas 76039
(817) 685-9077 (800) 527-9495 Fax (817) 685-9103

Manufacturing Facilities:
Delaware, OH - Euless, TX - Jacksonville, TX
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Oceanside, CA - Racine, WI - Rochester Hills, MI - San Antonio, TX
Tampa, FL - Willowbrook, IL - Orlando, FL

Building Quality Signage Since 1901

Revisions:

Rc 09/28/20 (CA) Previous pgs 3 & 4 were Blurry so sharpened them.
R1 10/03/20 (CHC) Create P6 packet

R2 1.6.21 GB Update Site Plan & Elevations; Delete Opt.2;
Add Note for A1 & A4: low mounting, Rev Sign C Dims.

Colors Depicted In This Rendering May Not Match Actual Finished Materials. Refer To Product Samples For Exact Color Match.

Client Approval/Date: _____

Landlord Approval/Date: _____

R3 4.2.21 MG Update Site Plan & Elevations/ Delete Sign D/ Add Sign F/
Move A3/ Update Attachment Method for A1, A4.

R3a 4.2.21 CHC Correct Dog image
R4 4.14.21 BW Revise layout for tenant panels (E).

Account Rep: Joe Dunavan

Project Manager: Jessica Vidal

Drawn By: Wes Stephens

UL Underwriters Laboratories Inc. nfc ELECTRICAL TO USE U.L. LISTED COMPONENTS AND SHALL MEET ALL N.E.C. STANDARDS
ALL ELECTRICAL SIGNS ARE TO COMPLY WITH U.L. 48 AND ARTICLE 600 OF THE N.E.C. STANDARDS, INCLUDING THE PROPER GROUNDING AND BONDING OF ALL SIGNS.

Project / Location:



STORE #626
HWY 380 & FM 244
CROSS ROADS, TX 76520

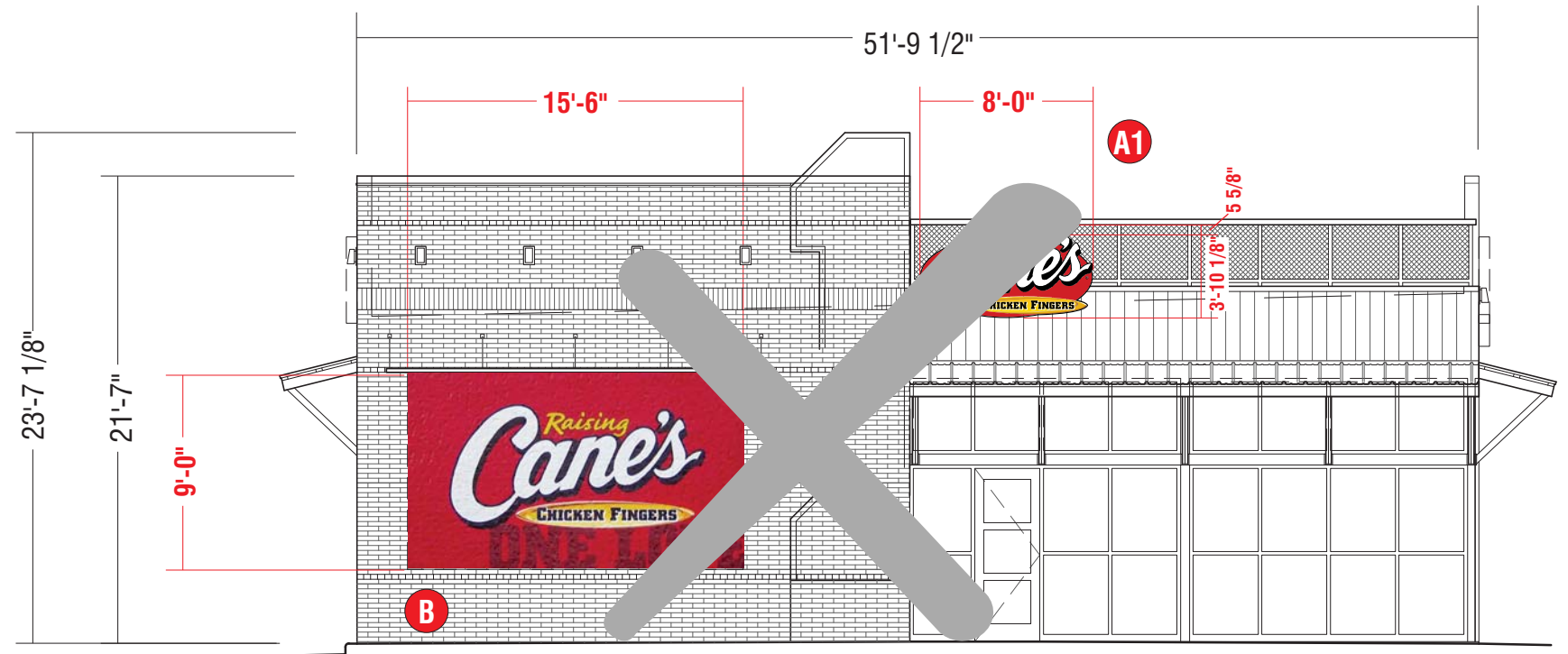
Job Number: 23-62532-10

Date: September 15, 2020

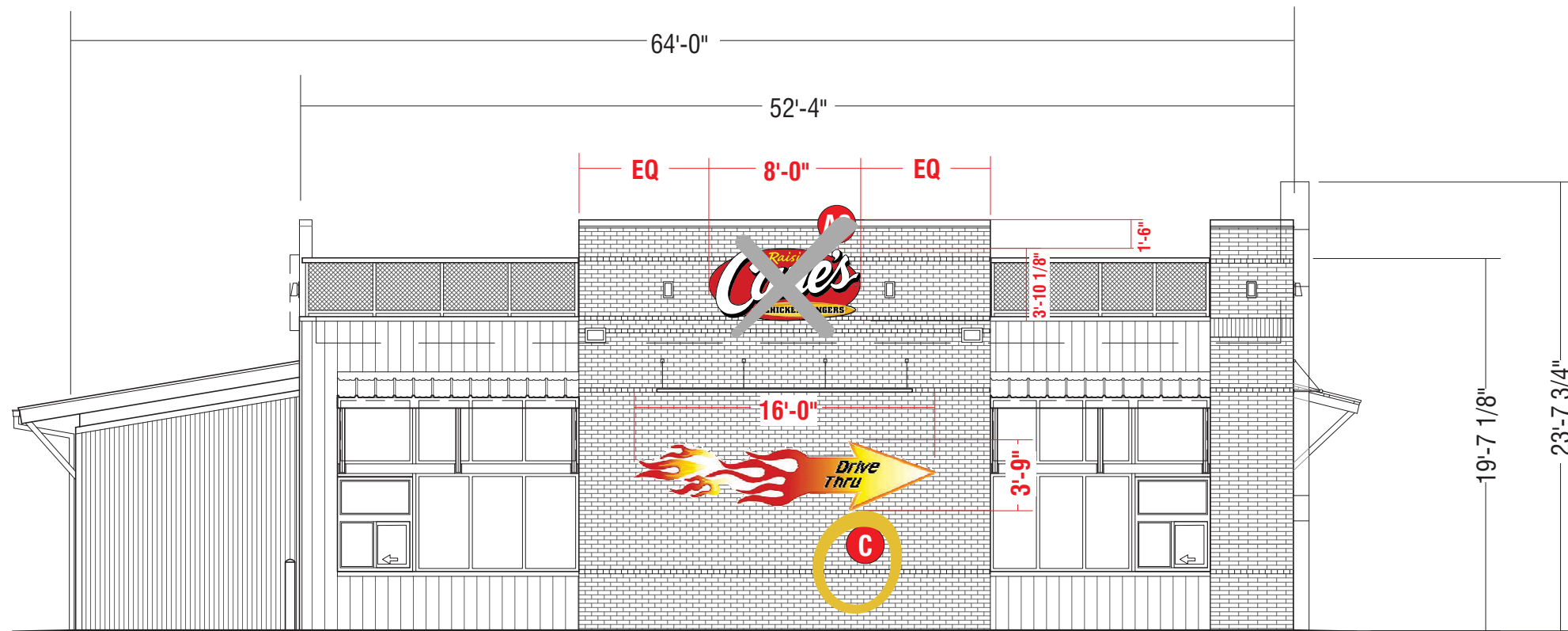
Sheet Number: 8 of 13

July 6, 2021 Town Council Agenda Packet 8 of 21
Design Number: 23-62532-10 R4

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FRONT (SOUTH) ELEVATION | SCALE: 1/8" = 1'-0"



DRIVE THRU (WEST) ELEVATION | SCALE: 1/8" = 1'-0"



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Account Rep: Joe Dunavan

Project Manager: Jessica Vidal

Drawn By: Wes Stephens

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ALL ELECTRICAL SIGNS ARE TO COMPLY WITH U.L. 48 AND ARTICLE 600 OF THE N.E.C. STANDARDS, INCLUDING THE PROPER GROUNDING AND BONDING OF ALL SIGNS.

Project / Location:



STORE #626
HWY 380 & FM 244
CROSS ROADS, TX 76520

Job Number: 23-62532-10

Date: September 15, 2020

Sheet Number: 5 of 13

July 6, 2021 Town Council Agenda Packet 9 of 21
Design Number: 23-62532-10 R4

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**FOR ARTIST RENDERING USE ONLY
MURAL PROVIDED BY OTHER VENDOR**



C DIRECTIONAL MURAL
1/2" = 1'-0" ONE (1) REQ'D

Attachment 5



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Account Rep: Joe Dunavan

Project Manager: Jessica Vidal

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Project / Location:



STORE #626
HWY 380 & FM 244
CROSS ROADS, TX 76520

Job Number: 23-62532-10

Date: September 15, 2020

Sheet Number: 9 Of 13

July 6, 2021 Town Council Agenda Packet 10 of 21
Design Number: 23-62532-10 R4

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Mural. A painting, design or artistic work applied to an exterior wall for aesthetic purposes.

...(3) The maximum height, area, number, and duration requirements applicable to other types of signs shall not apply to murals. The design, location and placement of a mural must be approved by the building official after a recommendation by the architectural control committee, prior to the issuance of a permit. The permit will not be issued until 30 days after final approval by the architectural control committee, so the town council may have an opportunity to review and intervene in the issuance of any permit.

(4) Standards of construction and content.

(A) Murals shall be composed of permanent materials and applied only to permanent surfaces. Murals shall not be applied to temporary surface, and all materials used must be resistant to the short-term effects of exposure to the elements.

(B) Removal of a mural must be accomplished by physical removal from wall of the paint or other material of which the mural is composed, and/or by covering the mural with paint or other material. In both cases, either by physical removal or covering, it must be rendered completely invisible and must maintain the structural and architectural integrity of the structure upon which the mural was applied.

(5) Murals may contain subject matter consistent with the theme of a business but may not contain branded products, brand names, business names, or logos.

Directional sign. A sign designed specifically for the purpose of directing or providing guidance to vehicular and pedestrian traffic on private property.



COUNCIL AGENDA BRIEFING SHEET

Meeting Date:

July 6, 2021

Agenda Item:

Receive a presentation and discuss amendments to the Town's fee schedule.

Prepared by:

Kristi Gilbert, Town Administrator

Description:

Staff has been working on evaluating the Town's current fee schedule and changes needed to insure all costs of permitting activities are covered by the fees assessed. Staff will be making a presentation on proposed fees at the July 6th meeting for the Town Council to consider at a future meeting.

Recommended Action:

Staff will be making a presentation and soliciting input only at this time. This item will be scheduled for consideration at a future meeting.

Attachments:

None.



COUNCIL AGENDA BRIEFING SHEET

Meeting Date:
July 6, 2021

Agenda Item:
Discuss and consider bulk pickup services with Waste Connections.

Requested by:
Council Member White-Stevens

Prepared by:
Kristi Gilbert, Town Administrator

Description:
Waste Connections has offered the following as service options for bulk service of up to 4 yards per month, in addition to their existing weekly pickup of 1 yard per trash day.

Option 1: \$2.40 per household per month

Residents would schedule the bulk pickup either through a phone call to the Waste Connection (WC) office or through an APP that can be downloaded on their cell phone. The APP is very popular and well-liked by residents as it also allows them to set up reminders for service among other things. Celina and Aubrey residents currently use the APP and it has been well received. Some residents choose to phone in their bulk request but the majority schedule it through the APP on their cell phone. Waste Connections can provide assistance to get this setup if you would like to go this direction.

- Scheduling bulk pickups in this manner reduces the amount of time that trucks have to operate on Town streets and keeps costs for this service lower.
- WC would only go to those addresses on the schedule to pickup this material. All other collection activities would remain unchanged as they are currently.

Option 2: \$3.10 per household per month

Residents would simply place their bulk material at the curb on the scheduled garbage pickup day. This will not have to be previously scheduled.

- WC would have a truck drive through the entire Town to insure that each home is properly collected for the additional bulk.
- There is additional cost associated with the extra time needed to drive Town streets to insure all the material is properly collected.

Recommended Action:

If it is the desire of the Council to increase bulk pickup services, staff would recommend utilizing Option 1 as it is cheaper for the residents and will result in less truck traffic on the Town roads.

Attachments:
None.



COUNCIL AGENDA BRIEFING SHEET

Meeting Date:

July 6, 2021

Agenda Item:

Discuss and consider approval of a resolution designating signatories for the Town of Cross Roads.

Prepared by:

Kristi Gilbert, Town Administrator

Description:

The proposed resolution is required by PointBank to update the Town of Cross Roads accounts.

Fiscal Impact:

None

Recommended Action:

Staff recommends approval of the resolution.

Attachments:

Proposed Resolution

**TOWN OF CROSS ROADS
RESOLUTION 2021-0706-____**

**A RESOLUTION OF THE TOWN OF CROSS ROADS, TEXAS,
DESIGNATING PERSONS AUTHORIZED TO SIGN FOR FUNDS
FOR TOWN BANKING AND FINANCIAL ACCOUNTS WITH
POINTBANK; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the Town Council of the Town of Cross Roads must designate persons authorized to sign on behalf of the Town for funds available, and does so by this Resolution, authorizing designated persons as signatories on checks, drafts and draws on all accounts and subaccounts with PointBank, the Town's designated financial institution; and,

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Cross Roads, Texas, as follows:

SECTION 1. That the following persons are hereby approved and designated as authorized signatories for the Town's banking and financial accounts with PointBank for the accounts specified in Exhibit "A", attached hereto:

1. T. Lynn Tompkins, Jr., Mayor
2. Dave Meek, Mayor Pro Tem
3. Donna Butler, Town Secretary

SECTION 2. The following shall have inquiry capabilities regarding accounts established:

1. Kristi Gilbert, Town Administrator

SECTION 3. Transfers between accounts shall be approved by two signatories, in writing, prior to any transfers being made.

PASSED AND APPROVED this 6th day of July, 2021.

APPROVED:

T. Lynn Tompkins, Jr., Mayor

Donna Butler, Town Secretary
EXHIBIT "A"

Bank: **PointBank**

Town of Cross Roads	XXX0167	Legal Contingency
Northeast Municipal Court	XXX0612	NEMC
Cross Roads Public Improvement District 1	XXX1639	PID 1
Public Safety Fund	XXX6978	Public Safety Fund
Road Improvement Fund	XXX8122	Road Improvement
Town of Cross Roads	XXX9321	Cross Roads
Forrest Hills/Fish Trap Rd Imp Fund	XXX9664	Authorized to be closed
Municipal Development District	XXX9987	MDD
COVID-19 Fund	TBD	New Account for COVID19



**NOTICE OF TOWN COUNCIL MEETING
FOR THE TOWN OF CROSS ROADS
MONDAY, JUNE 21, 2021 at 7:00 P.M.**

**LOCATION: VIRTUAL and IN PERSON at
1401 FM 424, CROSSROADS, TEXAS 76227**

1. Called to Order at **7:03 P.M.**
2. Roll Call
Mayor Tompkins; Council Members Phillips, Meek, King, Gaalema, and White-Stevens
3. Invocation **led by Jeff Kosack.**
4. Pledge of Allegiance **led by Ron King.**
5. Council Member's announcements and updates.
6. Mayor's announcements and updates.
7. Status update on the formation of the Cross Roads Police Department.
8. Committee and Commissions Announcements and Updates.
Phillips stated that twenty-four applicants for Police Chief had been narrowed down to six by the consultants, and the final selection process will go from Thursday through Saturday.

White-Stevens reached out to State Representative Jared Patterson about the energy conservation request with concerns regarding ERCOT and how citizens might be affected. She encouraged all to be aware of energy legislation and get involved. Second, she stated a ribbon cutting was recently held for Lake Ralph Hall, a 7,600 acre lake to be completed by 2025 in Fannin County. Water from the lake is expected to be delivered by 2026 to serve the Upper Trinity Regional Water District. Third, she thanked Debbie Womack for her current work on the Vision Project and asked for a hiatus until October so that the Cross Roads Police Chief and Police Department may be included.

9. Citizens Input (Items on the agenda and not on the agenda)

CONSENT AGENDA

10. Consider action on the Town's monthly financial reports.
11. Consider approval of meeting minutes:
 - a. April 28, 2021 Called Meeting
 - b. June 1, 2021 Called Meeting
 - c. June 7, 2021 Regular Meeting
12. Consider approval a final plat for property located at the southwest corner of US 380 and FM 720 for the Greenway Crossroads Addition located in the extraterritorial jurisdiction of the Town of Cross Roads. (2021-0503-02FPLAT)

Motion to approve made by Meek;

Second by White-Stevens;
Roll Call Vote:
Phillips – Yes
Meek – Yes
King – Yes
Gaalema – Yes
White-Stevens – Yes
Passed unanimously.

REGULAR BUSINESS

Opened Public Hearing - 8:02 P.M.

13. CONDUCT A PUBLIC HEARING and consider a request by applicant Jeffrey Clay to amend the Comprehensive Zoning Regulations by amending Section 14.03.003 to provide for a definition of Retail Sales, Outdoor and to amend Section 14.03.116 to allow such use through the application of a Special Use Permit.

Bob Gorton – support for provision of SUP

Public Hearing Closed – 8:18 P.M.

Motion to approve made by Phillips;

Second by King;

Roll Call Vote:

Phillips – Yes

Meek – Yes

King – Yes

Gaalema – Yes

White-Stevens – Yes

Passed unanimously.

Opened Public Hearing - 8:19 P.M.

14. CONDUCT A PUBLIC HEARING and consider a request by applicant Jeffrey Clay for a Special Use Permit to allow for the construction and operation of a retail sales operation with outdoor sales with a C-2 Commercial base zoning for Tract 54 of the RJ Moseley Abstract A0803A, being approximately 3.7 acres generally located at the southeast corner of Potter Shop Road and US 377, Cross Roads, Denton County, Texas. (2021-0603-05ZC)

Motion to leave open made by Phillips;

Second by Meek;

Roll Call Vote:

Phillips – Yes

Meek – Yes

King – Yes

Gaalema – Yes

White-Stevens – Yes

Passed unanimously.

15. Discuss and consider approval of an ordinance amending the FY 2021 budget.

Motion to approve acknowledging purchase of new equipment [networking and Microsoft products of \$52,500] made by Meek;

Second by Gaalema;

Roll Call Vote:

Phillips – Yes

Meek – Yes

King – Yes

Gaalema – Yes
White-Stevens – Yes
Passed unanimously.

16. Discuss Council priorities for the FY 2022 Budget.
17. Consider a resolution appointing an alternate to fill a vacancy on the Parks and Recreation Board.
Motion to appoint Paula Paus made by White-Stevens;
Second by Phillips;
Roll Call Vote:
Phillips – Yes
Meek – Yes
King – Yes
Gaalema – Yes
White-Stevens – Yes
Passed unanimously.
18. Discuss and consider engineering services for Keyes Lane and Mill Creek Road drainage improvements.
Motion to approve KJE for \$34,000.00 made by Gaalemba;
Second by Phillips;
Roll Call Vote:
Phillips – Yes
Meek – Yes
King – Yes
Gaalema – Yes
White-Stevens – Yes
Passed unanimously.

EXECUTIVE SESSION – 9:13 P.M.

19. The Town Council will convene into Executive Session pursuant Texas Government Code, annotated, Chapter 551, Subchapter D for the following:
- a. Section 551.087 - Deliberation Regarding Economic Development Negotiations (1) to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or (2) to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision (1) for Cross Roads Market Square.
 - b. Section 551.071 Consultation with Attorney – Consultation with and legal advice from the Town Attorney regarding the formation of the Cross Roads Police Department.
 - c. Texas Government Code, Section 551.074 Deliberation Regarding Personnel Matters – to the duties of a public officer: Town Administrator

Reconvened into Regular Session – 10:09 P.M.

20. Take action as may be necessary or appropriate on matters discussed in Executive session.
No action.

21. Request for future agenda items.

ADJOURN – 10:10 P.M.

CERTIFICATION

T. Lynn Tompkins, Jr., Town Mayor

Donna Butler, Town Secretary



**NOTICE OF SPECIAL CALLED TOWN COUNCIL MEETING
FOR THE TOWN OF CROSS ROADS
SATURDAY, JUNE 26, 2021 at 1:00 P.M.
IN-PERSON LOCATION: 1401 FM 424, CROSS ROADS, TEXAS
OR
VIRTUALLY BY ZOOM**

1. Call to Order – **1:04 P.M.**
2. Roll Call – **Mayor Tompkins, Council Members Phillips, Meek, King, Gaalema, and White-Stevens**
3. Convene into Executive Session – **1:04 P.M.**
4. Reconvene into Open Session – **4:55 P.M.**
5. Citizens Input for Items ON or OFF the Agenda – **None.**
6. Take any action necessary as a result of the Executive Session
**Motion to extend a conditional offer of employment to Brian Windham contingent on successfully passing a full background check and authorize the mayor to negotiate a salary and contract as discussed in executive session made by Meek;
Second by Phillips;
Roll Call Vote:
Phillips – Yes
Meek – Yes
King – Yes
Gaalema – Yes
White-Stevens – Yes
Passed unanimously.**

ADJOURN – 4:57 P.M.

CERTIFICATION

T. Lynn Tompkins, Jr., Town Mayor

Donna Butler, Town Secretary