

MINUTES OF A STUDY SESSION OF THE TOWN COUNCIL OF THE TOWN OF HIGHLAND PARK, TEXAS, HELD AT THE TOWN HALL, 4700 DREXEL DRIVE, ON TUESDAY, MARCH 3, 2020, AT 8:11 A.M.

Present at the meeting were Mayor Margo Goodwin, Mayor Pro Tem John McKnight, and Town Council Members David L. Dowler, Eric Gambrell, Jimmy Grisham, and Craig Penfold.

UPCOMING AGENDA DISCUSSION

**Action**

*“Review, discuss, and consider approval of an amendment to a professional services agreement with Kimley-Horn and Associates, Inc. to provide engineering services for the Fairfax Park Improvements project.”* Lori Chapin, Director of Engineering Services, gave an update on the item after describing the project and the thorough analysis. This item was made open for discussion and a decision for approval of moving the water line by laying a new line, abandoning in place the section under the slab and connecting to the newly laid water line in Roland Avenue. The Mayor asked Ms. Chapin to clarify if the water line currently runs underneath part of Roland Avenue, to which Ms. Chapin responded in the affirmative. Then, the Mayor asked if the plan was to lay the new tennis court on the slab of the old tennis court, to which Ms. Chapin responded in the affirmative. Does the slab need to be moved to not reside over the water line, to which Ms. Chapin responded they would not need to move the slab if they abandoned the water line, as there would be no risk with an unused water line under the slab. They would attach to a new line that did not reside under the slab to keep a functional water line in that area. The Mayor commented that she was relieved to see that the estimate was not as expensive as originally thought. Ms. Chapin noted there would be moisture-conditioning and other items included. The Mayor asked if the project would be sequential. Ms. Chapin clarified that the projects will coincide. Council Member Craig Penfold commented that this is very good as residents will be less disrupted than past projects in Town. He also mentioned the water line under the tennis court was a surprise to us all. Council Member David Dowler asked when the water line was installed. Ms. Chapin noted the water line was installed in the 1960s. Mayor Pro Tem, John McKnight, asked staff to explain the slab’s construction. Kirk Smith, Assistant Director of Town Services, shared technical data about the slab. The new slab will be structurally sound. There will not be a problem with grade as it only raises it by six to eight inches. The concrete slab will be poured on top of the asphalt slab. Bill Lindley, Town Administrator, explained the slab construction by comparing it to a city street, asking the Council to imagine an inverted street, the concrete on top of the asphalt. Mayor Pro Tem McKnight asked if it would be stable 10 years from now. Ms. Chapin explained a structural engineer is designing the slab. Mayor Pro Tem McKnight asked staff to explain the eastern side of the tennis courts, as there were homeowner concerns. Kathleen Stewart, Director of Town Services, explained that the request from residents on the Edmondson side of the park to the north requested a walkway of some kind to access the park. The Mayor asked if the path had been decided on. Mr. Lindley explained the residents requested access to the park from Edmondson Avenue, not access to the tennis courts. The courts facing Edmondson Avenue will have a solid back, and staff is looking at material more like stepping stones, rather than a sidewalk into the park from that direction. The Mayor asked Mr. Lindley if the residents originally asked for access to the court from Edmondson Avenue. Mr. Lindley explained was the residents’ request, they would

be told it was not an option. The Mayor questioned if there would be only one entrance to the courts. Mr. Lindley confirmed there would only be one access point into the courts. With a motion from Council Member Grisham and seconded by Council member Penfold, the motion passed with unanimous agreement.

*“Review, discuss and consider approval of an ordinance cancelling the General Municipal Election on Saturday, May 2, 2020.”* Matthew Boyle, Town Attorney, explained the briefing and that the election is uncontested. Town Council Member, Eric Gambrell, asked if there could still be a write in candidate. Mr. Boyle clarified the deadline for write-in candidates had passed. The new Council Members-Elect are Lydia Novakov and Marc Myers. The Mayor will cancel the election. A special Town Council meeting will be called on May 12, 2020, for swearing in the new Town Council Members. With a motion from Town Council Member Craig Penfold and seconded by Mayor Pro Tem McKnight, the motion passed with unanimous agreement.

## REPORTS

*“Review and discuss the Town's summer recreational programs, including the Town swimming pool.”* Kathleen Stewart, Director of Town Services, explained the report. After polling several lap swimmers and in conversations with the Pool Manager over the winter, it was decided to start lap swim at 7:00 a.m. during two of the Town's holidays: Memorial Day and Labor Day, as well as the Saturday and Sunday before Memorial Day, which is the only weekend the Pool is open during pre-season lap swim. Also, on that Saturday at 11:00 a.m., the Pool will host the Swim-a-Pool-Looza, which includes a cookout for residents, and an info booth to assist pool patrons with buying pool passes on their mobile phones. Any summer programs/activities are advertised at the cookout from the Library's Summer Reading Program to household hazardous waste (HHW) collection options and events. The water aerobics program has been scheduled again, this year with four days per week, and scheduled June through September. Preseason lap swim opens on May 5. The regular season runs May 30 - August 16. The extended season runs August 18 - September 30. It was clarified that Independence Day would continue to have lap swim begin at 9:00 a.m. - noon. This allows for parking and staging/ horse trailers for the Independence Day parade. Mr. Lindley confirmed that it is a congested area early in the morning getting floats and participants organized. The Mayor stated that lap swim would start at 9:00 a.m. on Independence Day, and at 7:00 a.m. on Memorial Day and Labor Day. The Mayor asked if staff began the lifeguard hiring process yet, and Mrs. Stewart confirmed that lifeguard staffing was completed by March 1. Mayor Pro Tem, John McKnight asked if lap swim would start at 7:00 a.m. on holidays except for Independence Day, to which Mrs. Stewart confirmed.

## CLOSED SESSION

1. In accordance with the Texas Government Code, Chapter 551, Subchapter D, Section 551.076 - the Town Council will convene into closed session to deliberate the deployment, or specific occasions for implementation, of security personnel or devices, (Town Council meetings/chamber).
2. Conference with the Town Administrator and Town Staff to discuss and deliberate commercial and financial information received from business prospects the Town seeks to have locate, stay, or expand in the Town pursuant to Section 551.087, Texas Government Code.

3. In accordance with Texas Government Code Chapter 551, Subchapter D, Section 551.072 - REAL ESTATE - the Town Council will convene into closed session to deliberate the purchase, exchange, lease, or value of real property to wit: a parcel of land owned by the Town at 2500 Conveyor lane in the City of Dallas.
4. In accordance with Texas Government Code Chapter 551, Subchapter D, Section 551.072 - REAL ESTATE - the Town Council will convene into closed session to deliberate the purchase, exchange, lease, or value of real property to wit: alley and adjacent parcels of land in the Wycliffe Avenue and Prescott Avenue rights-of-way contiguous to the 4200 block of Oak Lawn Avenue.

Mayor Goodwin recessed the study session at 8:28 a.m. and convened a closed session pursuant to the above-referenced section of the Texas Government Code.

Mayor Goodwin closed the closed session at 10:42 a.m. and reconvened the study session in open session.

#### OPEN SESSION

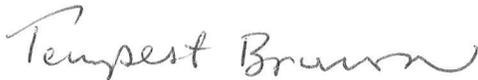
1. Pursuant to Section 551.102 of the Texas Government Code, the final action, decision, or vote regarding Closed Session 1. above, shall be made, if any.
2. Pursuant to Section 551.087, of the Texas Government Code, the final action, decision, or vote regarding Closed Session 2. above, shall be made, if any.
3. Pursuant to Section 551.072 of the Texas Government Code, the final action, decision, or vote regarding 3. above, shall be made, if any.
4. Pursuant to Section 551.072 of the Texas Government Code, the final action, decision, or vote regarding 4. above, shall be made, if any.

Mayor Goodwin asked for discussion or a motion as a result of the closed session to which there was no response.

Mayor Goodwin adjourned the meeting at 10:42 a.m.

Approved on this the 21st day of April, 2020.

AUTHORED BY:



Tempest Brunson  
Town Services Coordinator

APPROVED:



Margo Goodwin  
Mayor

ATTEST:



Gayle Kirby  
Town Secretary