

MINUTES OF AN ONLINE STUDY SESSION OF THE TOWN COUNCIL OF THE TOWN OF HIGHLAND PARK, TEXAS, HELD VIA VIDEOCONFERENCE, AT 8:07 A.M. ON TUESDAY, FEBRUARY 16, 2021.

Prior to the study session, Joanna Mekeal, Town Secretary, explained that as provided by the State of Texas, this online Town Council study session could be viewed via the Town's website, or listened to by telephone, and gave the toll-free and alternate telephone numbers, as well as the access number for citizens to call. Mrs. Mekeal conducted a roll call of the Town Council Members. Present at the meeting were Mayor Margo Goodwin, Mayor Pro Tem David Dowler, and Town Council Members Jimmy Grisham, Marc Myers, Lydia Novakov, and Craig Penfold.

UPCOMING AGENDA DISCUSSION

Action

Review, discuss, and consider approval of a resolution confirming the Mayor's appointment of Board of Adjustment Alternate Member J. Burton Rhodes. Joanna Mekeal, Town Secretary, explained the Town has an Alternate Board Member vacancy on the Board of Adjustment following the recent appointment of Joan Clark to the Board after Sherri Baer's resignation. Mayor Goodwin selected J. Burton Rhodes to serve as an Alternate Member to the Board. Mr. Rhodes is excited and willing to serve the Town on the Board of Adjustment. Mr. Rhodes has completed the required training to serve as an Alternate Board Member. On a motion by Council Member Grisham, seconded by Mayor Pro Tem Dowler, the Town Council voted unanimously to approve a resolution confirming the Mayor's appointment of Board of Adjustment Alternate Member J. Burton Rhodes.

Review, discuss, and consider approval of a contract for the purchase and installation of a detection alert system. Lori Chapin, Director of Engineering, stated this project will include the implementation of a detection alert system that would automatically activate flashing lights surrounding St. Johns Drive, Wycliff Avenue, and Lakeside Drive area. The high-visibility warning signs and flashing beacons would draw the public's attention to the hazardous road condition, advising the road ahead is closed. Staff is working with High Sierra Electronics, Inc. ("High Sierra") to procure the purchase and installation of the detection system. The Town is also working with the City of Dallas for the installation of three of the ten locations. The three locations are outside Town limits and the City of Dallas would be responsible for the cost. The cost to the Town for the purchase and installation of the detection alert system with High Sierra is \$216,562.80. Mayor Goodwin asked if a battery backup was available with the system. Sue Swenor, Gulf Region Hydrology Sales Manager for High Sierra Electronics, confirmed that the system is all solar powered with battery backup, and assured the lights would be functioning during severe weather conditions. Council Member Penfold asked how often the batteries need to be replaced and the cost associated with the batteries. Ms. Swenor recommended the batteries to be replaced annually, and the cost of a battery is approximately \$350. The Mayor asked for any further questions from the Town Council, to which there was none. On a motion by Council Member Myers, seconded by Council Member Grisham, the Town Council voted unanimously to approve a contract for the purchase and installation of a detection alert system.

Review, discuss, and consider referring to the Zoning Commission a re-plat application combining a portion of Prescott Avenue, a portion of Wycliff Avenue, a portion of lots 1-6 block 2 of the Highland Park Acreage Addition and lot 1R block 170/2 of the Corrigan Oak Lawn Addition into one lot. Hugh Pender, Director of Development Services, explained The Shops of Highland Park, located at 4200 Oak Lawn Avenue, was initially developed as a retail site in 1930, with the property expanded to include multiple parcels over the years. In 2020, the current owners, Stockdale Investment Group, assembled the final parcels under their ownership, including the purchase of surplus property from the Town. The property owner desires to replat all the parcels into a consolidated replat called the Highland Park Shops addition. The property owner anticipates, pending approval of the property being re-plated, seeking a change in zoning from CS and E zoning districts to a Planned Development zoning district. Mayor Goodwin asked for any questions from the Town Council, to which there was none. On a motion by Council Member Penfold, seconded by Council Member Grisham, the Town Council voted unanimously to refer to the Zoning Commission a re-plat application to combine a portion of Prescott Avenue, a portion of Wycliff Avenue, a portion of lots 1-6 block 2 of the Highland Park Acreage Addition and lot 1R block 170/2 of the Corrigan Oak Lawn Addition into one lot.

Consent

Review and discuss an additional request to extend the construction deadline for a new single-family residence at 3412 Beverly Drive. Hugh Pender, Director of Development Services, explained Brian Schwartz, property owner of 3412 Beverly Drive, submitted a request to extend, for a second time, the construction timeframe for his single-family residence property. Construction initially began on May 21, 2018 and stopped on January 3, 2019. Mr. Schwartz purchased the property in August of 2019 and proceeded to redesign the home already under construction by the previous owner. Once the redesigned plans were submitted and reviewed by staff, a subsequent construction permit was issued in November 2019, which also included a nine-month extension granted by Town Council with a final expiration date of February 21, 2021. Completion of the construction was delayed due to COVID-19 exposures of sub-contracting crews and product availability of vendors. The current contractor, Mike Reagan Homes, has provided a construction schedule that includes a final completion date of June 21, 2021. Mayor Goodwin asked if it was a reasonable timeframe to complete construction. Mr. Pender stated Town staff reviewed the construction schedule and agrees that it is a reasonable timeframe to complete the remaining work. Mayor Goodwin asked what will be done for the neighbors, to ease the frustration of the extended construction permit. Mr. Schwartz responded that he has a positive rapport with the neighbor across the street and they speak to him if a problem occurs. He also described the neighbor next door as an acquaintance who is a relator and familiar with construction delays. He added, the house on the other side of his property has new owners that have not moved in yet. Council Member Penfold stated that he recalled when the original extension was brought to Council, and it was stated in the meeting that another extension would not be approved. He was curious to know how many other jobs Mr. Reagan is currently working on because this property does not seem to be the top priority. There was a three-month period where there was no work in progress on this property. The original extension was given with the promise it will be completed. Council Member Penfold explained that the original permit extension fee was \$8,842, and he asked why the second extension fee was only \$4,697. Mr. Pender stated he believed the first permit extension fee was based on a new home construction permit and it calculated the total square footage of the house. The second extension permit fee is based on a remodeled permit and it

calculated only the square footage of the addition. However, Mr. Pender added, he will research to make certain the second extension fee was charged correctly. Mr. Schwartz explained in detail the cause of delay in construction. He stated that he hired an architect before he closed on the house to start construction on converting the pool house into a proper living area. The architect referred Mr. Schwartz to a contractor to complete the modification. However, this contractor was unsatisfactory and was not meeting deadlines. Mr. Schwartz then hired Mr. Reagan to replace that contractor. Mr. Reagan has proven to be competent and is moving the project along. Unfortunately, much of the workforce was affected by COVID-19, and deliveries from suppliers were postponed for similar reasons. Mr. Schwartz reassured the Town Council that he is working diligently to have the construction project completed on time. Council Member Grisham stated COVID-19 outbreaks in construction groups can cause an entire team to be out of work. If residents show good faith in attempting to complete a home construction on time, he did not see a problem with granting extensions. Council Member Myers, Council Member Penfold, and Mayor Pro Tem Dowler agreed the Town Council would like to review the process and the fee amount of the penalty extensions at a later meeting.

Mayor Goodwin adjourned the Town Council meeting at 8:48 a.m.

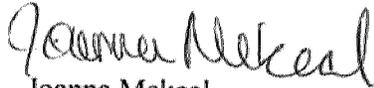
APPROVED on this 2nd day of March 2021.

APPROVED:



Margo Goodwin
Mayor

ATTEST:



Joanna Mekeal
Town Secretary