

MINUTES OF AN ONLINE STUDY SESSION OF THE TOWN COUNCIL OF THE TOWN OF HIGHLAND PARK, TEXAS, HELD VIA VIDEOCONFERENCE, AT 8:06 A.M. ON TUESDAY, MAY 4, 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 the public 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

**Future Agenda Discussion**

*Review and discuss a professional services agreement with Kimley-Horn and Associates, Inc. to provide engineering services for the 30" Wastewater Interceptor and Lakeside Drive Reconstruction.* Lori Chapin, P.E., Director of Engineering, explained the briefing. This project includes the reconstruction and rehabilitation of the 30" Turtle Creek Sanitary Sewer Interceptor Line ("Sewer Line") along Lakeside Drive from Armstrong Avenue to Beverly Drive. In partnership with the City of University Park ("City"), the current project was divided into two (2) phases for design and bid package preparation. Phase I included the survey, line locating, base mapping, soil investigation, and a preliminary engineering report review, as well as providing options for the rehabilitation and replacement of the Sewer Line, all of which have been completed. The analysis included three (3) options for replacing the Sewer Line: Option 1, slip line rehabilitation; Option 2, cured-in-place pipe ("CIPP") rehabilitation; and Option 3, open cut replacement. The Town and the City have reviewed the methods and agree Option 2 CIPP rehabilitation is the most viable. Given the location and the extensive nature of the project, staff included a public outreach component to receive input and keep residents informed of the design elements and construction status. The estimated design cost for Phase II is \$534,600. The City will share fifty percent of design cost related to the Sewer Line. The Mayor referred to the information provided before the meeting and asked for an explanation of the different capacity levels in each option; Option 1 has a capacity level of 108%, while Option 2 has a capacity level of 73%. Ashlyn Morgan, Project Manager with Kimley-Horn, explained that the capacity level refers to the level of water flow during peak flow conditions, meaning the lower the capacity percentage is more desirable. Council Member Novakov asked two questions: first, if the project would relieve the flooding that occurs in the area, and second, were the residents contacted regarding this construction project. Ms. Chapin confirmed the location is a natural flood zone; however, staff will research improvements that can be included. Ms. Chapin also clarified the residents will be contacted soon. Bill Lindley, Town Administrator, added the recommended option, is the least intrusive to the neighbors. The only significant construction will be during the roadway rebuild. Mr. Lindley asked Ms. Morgan to expand on ground infiltration minimization with the recommended Option. Ms. Morgan stated that there is high ground water in the area because this project corridor is adjacent to Turtle Creek. The high ground water is potentially contributing to some of the roadway failures. Ground water carries sediment into the existing damaged pipeline and erodes the subgrade of the roadway. A benefit of Option 2 is from manhole to manhole, there will be one continuous run of pipeline which creates less of an opportunity for

ground water entry points in the future. Mayor Goodwin asked if there were any questions from the Town Council, to which there were none.

### Reports

*Review and discuss the Town's horse drawn carriage regulations.* Wayne Kilmer, Assistant Director of the Department of Public Safety, explained that this item is provided as an opportunity for the Town Council to continue its discussion and consideration of possible changes to the Town's regulation of commercial horse-drawn carriage operations ("carriage rides"). The Highland Park Department of Public Safety ("HPDPS") administers and enforces the operation of carriage rides. HPDPS staff collected and reviewed data of carriage operations. When evaluating the data, staff took into consideration that there were several rainy days during December 2020. Specifically, December 30, and 31, which are historically busy days for carriage rides. Carriage vendors operated holiday tours this past year beginning November 28, 2020, and ending December 29, 2020. The data indicates that there was an increase in the number of carriage rides starting December 4, and the increase remained steady through December 26. During this 23-day period, with no carriage rides on Christmas Day, there were, on average, 207 carriage rides per day. Additionally, the busiest hours of operation for carriage rides were between the hours of 7:00 p.m. and 10:00 p.m., with 8:00 p.m. to 9:00 p.m. being the most heavily trafficked. Staff recommends limiting the number of carriages to 30 per hour. Council Member Grisham and Council Member Myers commented that with the data provided, and reviewing the number of carriage rides per hour, this is a good start and agreed with the idea of limited carriage rides during peak hours. Mayor Pro Tem Dowler asked if it was possible to extend the carriage rides through the first two weeks in January. This could provide vendors the same business over a longer period of time and ease carriage traffic. Mr. Lindley responded, that after reviewing the data, customer demand for carriage rides dropped significantly around December 31. Mayor Goodwin stated 30 rides per hour is roughly seventy percent of the traffic, and she asked if those numbers are reflecting 2020 or 2019 data. Assistant Chief Kilmer confirmed those numbers reflect 2020 data. Mayor Goodwin stated that 2019 data is possibly a more accurate reflection to compare to, instead of the 2020 data; limiting carriage rides to only 30 per hour could be a too dramatic of a reduction. Council Member Novakov and Council Member Penfold agreed with the Mayor and added the number of accidents and complaints are low; therefore, the Town Council should review 2019 data, and if limiting the number of carriage rides is the solution, then perhaps start with a small reduction first. Assistant Chief Kilmer agreed that DPS will bring back 2019 data to the Town Council to discuss at a future meeting.

### CLOSED SESSION

- 1. In accordance with the 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 (West side governmental and public uses).*

Mayor Goodwin recessed the study session at 8:45 a.m., and convened a closed session pursuant to: (1) Section 551.072 of the Texas Government Code to deliberate the purchase, exchange, lease, or value of real property (West side governmental and public uses).

Mayor Goodwin ended the closed session at 9:00 a.m., and reconvened the study session in open session at 9:01 a.m.

**OPEN SESSION**

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

No action, decision, or vote was taken on Open Session Item 1.

Mayor Goodwin adjourned the Town Council meeting at 9:01 a.m.

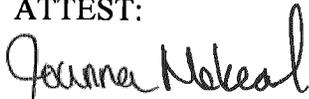
APPROVED on this 18<sup>th</sup> day of May 2021.

APPROVED:



Margo Goodwin  
Mayor

ATTEST:



Joanna Mekeal  
Town Secretary