

MINUTES OF AN ONLINE MEETING OF THE TOWN COUNCIL OF THE TOWN OF HIGHLAND PARK, TEXAS, HELD VIA VIDEOCONFERENCE, AT 8:00 A.M. ON TUESDAY, AUGUST 17, 2021.

Joanna Mekeal, Town Secretary, explained that as provided by the State of Texas, this online Town Council meeting could be viewed online or listened to by telephone, and gave the toll-free and alternate telephone numbers, the access number for the public to call, and the website link to view the meeting. The public was provided an opportunity to email a question or comment, which closed at 3:00 p.m. on Monday, August 16, 2021.

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.

Mayor Goodwin introduced herself, called the work session to order at 8:02 a.m., and asked if any Town Council Members wished to discuss any of the items on the Regular Agenda. Hearing none, the Mayor closed the work session at 8:02 a.m.

Council Member Craig Penfold gave the Invocation.

Mayor Goodwin asked if anyone calling in wished to address the Town Council and explained that the Town Council may not discuss or make decisions on items not listed on the agenda. Issues raised may be referred to staff for research and possible future action. No comments were made.

PUBLIC HEARING

Conduct a public hearing to receive a recommendation from the Zoning Commission and receive public comments regarding a request to amend the Town's Zoning Ordinance by combining the properties at 3806 and 3812 Beverly Drive into a combined building site. Hugh Pender, Director of Development Services, stated that on June 23, 2021, the Zoning Commission conducted a public hearing to receive public comments and review a request for the combination of two building sites located at 3806 and 3812 Beverly Drive. No citizens spoke in favor of or in opposition to the request. The Zoning Commission voted unanimously to recommend approval to the Town Council. A legal notice for today's public hearing was published on July 30, 2021, in the Daily Commercial Record. At the conclusion of the Town Council public hearing, an ordinance will be presented to the Town Council for consideration to combine and re-zone the properties into a combined single-family building site, and if approved, an action item to consider approval of the re-plat. Elizabeth Ornani, property owner, affirmed that they understand that if the request is approved, the combined building site cannot be subdivided in the future. Combining the lots is a permanent zoning change and will run with the properties in perpetuity. The applicant has advised the purpose of combining the two lots is to incorporate the lot at 3812 Beverly Drive to facilitate a minor addition to the home at 3806 Beverly Drive. The expansion plans include a grade-level addition to the home and a new basement-level garage. The property owner has been made aware of the Town's construction requirements regarding this type of project. Mayor Goodwin asked if any callers would like to make a comment or ask a question, to which there were none.

Conduct a public hearing to receive citizen comments on the Proposed Combined Operating and Capital Budget for Fiscal Year 2021-22. Steven Alexander, Director of Administrative Services and Chief Financial Officer, explained the purpose of this public hearing is to provide a forum for public comments on the Proposed FY 2021-22 Combined Budget ("Proposed Budget"). On July 30, 2021, the Town Administrator submitted the Proposed Budget to the Town Council, the Town Secretary, and the Finance and Audit Advisory Committee. The Texas Local Government Code requires that the Town hold a public hearing on the Proposed Budget. Notice of this public hearing was published in the Daily Commercial Record on August 6, 2021, and August 13, 2021, and posted on the Town's website as well as the Blue Zone News, Twitter, and WaterSmart system. A final public hearing will be held on September 7, 2021, at 8:00 am. The Proposed Budget is available for public inspection at the Town Secretary's office and on the Town's website. Mayor Goodwin asked if any callers would like to make a comment or ask a question, to which there were none.

CONSENT AGENDA

On a motion made by Council Member Craig Penfold, seconded by Mayor Pro Tem David Dowler, the Town Council voted unanimously to approve Items A. through E. on the Consent Agenda. Prior to the vote, Mayor Goodwin explained that the Town Council reviewed these items prior to the meeting. The Mayor asked if any Town Council Member wished to ask questions or make any revisions or corrections, to which there was no response.

- A. Consider approval of an Interlocal Agreement with the Highland Park Independent School District to provide funding for School Based Law Enforcement officers at Armstrong Elementary School and Bradfield Elementary School.*
- B. Consider approval of engaging Weaver and Tidwell, L.L.P. as the Town's independent auditor to conduct the annual audit for the fiscal year ending September 30, 2021.*
- C. Consider approval of awarding the Town's employee health insurance plan for Fiscal Year 2021-22 for medical, dental, and vision insurance plans to Cigna.*
- D. Consider approval of the minutes of the Town Council meeting held on August 3, 2021.*
- E. Consider approval of the minutes of the Town Council study session held on August 3, 2021.*

MAIN AGENDA

Consider approval of an ordinance amending the Town's Zoning Ordinance by combining 3806 and 3812 Beverly Drive into one building site and adding 3806 Beverly Drive as a combined building site in Subsection 26-101(b). Mayor Goodwin stated this agenda item is a companion to the Town Council Public Hearing. Combining the properties at 3806 and 3812 Beverly Drive on the Zoning Map will create a combined building site. On a motion by Council Member Novakov, seconded by Council Member Penfold, the Town Council voted unanimously to approve Ordinance No. 2084 amending the Town's Zoning Ordinance by combining 3806 and 3812 Beverly Drive into one building site and adding 3806 Beverly Drive as a combined building site.

ORDINANCE NO. 2084

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HIGHLAND PARK, TEXAS AMENDING CHAPTER 14 ZONING, ARTICLE 14.02 ZONING ORDINANCE EXHIBIT A, SECTION 4 ZONING DISTRICT MAP, OF THE CODE OF ORDINANCES OF THE TOWN OF HIGHLAND PARK, TEXAS, BY CREATING 3806 BEVERLY DRIVE AS A BUILDING SITE; AMENDING SECTION 26-101(B) TO INCLUDE 3806 BEVERLY DRIVE AS A COMBINED BUILDING SITE; PROVIDING CONDITIONS; PROVIDING A VALIDITY CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR INCORPORATION INTO THE CODE OF ORDINANCES; AND PROVIDING AN EFFECTIVE DATE.

Review and discuss a proposal to set a preliminary property tax rate of \$0.230000 per \$100 of taxable assessed value, and schedule one public hearing to receive public comments regarding the proposal to consider the tax increase. Steven Alexander, Director of Administrative Services and Chief Financial Officer, explained the Texas Property Tax Code requires that when a proposed tax rate exceeds the "no-new-revenue tax rate", the taxing unit's governing body must vote on a proposal to consider a tax increase. Additionally, the governing body must vote to place a proposal to adopt the rate on the agenda of a future meeting as an action item. The vote does not bind the governing body to the preliminary tax rate set; however, should the Town Council at a later date consider a tax rate other than the set preliminary tax rate, it cannot consider a higher tax rate. The 2021 Tax Calculation Worksheet details the computation of the Town's "no-new-revenue tax rate" and "voter-approval tax rate". The Town's "no-new-revenue tax rate" is \$0.224473, and the "voter-approval tax rate" is \$0.251387 per \$100 taxable assessed valuation. Town staff recommends that the Council vote to set the preliminary tax rate of \$0.230000 per \$100 valuation and place a proposal to adopt a property tax rate of \$0.230000 per \$100 taxable assessed value on the agenda for the Town Council meeting on Tuesday, September 14, 2021. The staff further recommends scheduling a public hearing on the preliminary tax rate at 8:00 a.m. on Tuesday, September 7, 2021. On a motion made by Council Member Craig Penfold, seconded by Council Member Lydia Novakov, the Town Council voted unanimously to set a preliminary property tax rate of \$0.230000 per \$100 of taxable assessed value, and schedule a public hearing to receive public comments regarding the proposal to consider the tax increase on September 7, 2021.

Mayor Goodwin adjourned the Town Council meeting at 8:23 a.m.

Approved on this the 7th day of September 2021.

APPROVED:



Margo Goodwin
Mayor

ATTEST:

A handwritten signature in black ink that reads "Joanna Mekeal". The signature is written in a cursive, flowing style.

Joanna Mekeal
Town Secretary