

MINUTES OF A STUDY SESSION OF THE TOWN COUNCIL OF THE TOWN OF HIGHLAND PARK, TEXAS, HELD AT TOWN HALL, 4700 DREXEL DRIVE, HIGHLAND PARK, TX, 75205 AT 8:33 A.M. ON TUESDAY, APRIL 5, 2022.

Present at the meeting were Mayor Margo Goodwin, Mayor Pro Tem David Dowler, and Town Council Members Marc Myers, Lydia Novakov, and Craig Penfold. Council Member Jimmy Grisham joined the meeting virtually.

UPCOMING AGENDA DISCUSSION

Future Agenda Discussion

Review and discuss a professional services agreement with Kimley-Horn and Associates, Inc. for the preparation of Phase II of the Master Drainage Plan. Lori Chapin P.E., Director of Engineering, explained this is a continuation of the Master Drainage Plan. Phase I was completed in FY 2021. The professional services agreement for Phase II specifies that Kimley-Horn and Associates, Inc. (KHA) will utilize the Storm Water Management Model to identify and prioritize potential stormwater capital projects within the Town. A conceptual Opinion of Probable Construction Cost will be prepared for each project. In addition, staff will work with KHA to develop standard drainage criteria for work within the Town. The criteria will include requirements for determining stormwater facility design for capital and private development projects. It is anticipated that the plan will be complete late 2022. Mayor Goodwin asked the Town Council if they had any questions, to which there were none.

Review and discuss a request to extend the construction time period for a new single-family residence at 4266 Bordeaux Drive. Hugh Pender, Director of Development Services, explained Mr. and Mrs. David and Rocky Binswanger, the owners of 4266 Bordeaux Avenue, have requested an extension of the construction time period for their new residence. Mr. Dan Van Der Zee of Pencil Point Constructors, LLC, is the general contractor for the project. The building permit was issued on December 1, 2020, and reportedly encountered delays partially caused by the sale of the property to a new owner in March of 2021, and subsequent re-design. In response to a question raised by Council Member Myers, Mr. Van Der Zee stated there were other construction delays such as the inherent challenges of basement construction, shortage of construction labor, longer than normal lead times from vendors due to supply chain issues, and weather challenges. Staff's assessment of the contractor's explanation of construction delays is reasonable. In response to a question raised by Council Member Novakov, Mr. Van Der Zee stated he provided a construction schedule that includes a final completion date of February 1, 2024. Staff has reviewed the construction schedule and agrees with the time requested to complete the remaining work. Mayor Goodwin asked the Town Council if they had any questions, to which there were none.

Review, discuss, and consider renewing the annual agreement with the Moody Family YMCA for the utilization of the playfield at Fairfax Park. Chelsey Gordon, Assistant Director of Development Services, explained in 2017, an annual agreement was formalized establishing the relationship between the Town and the Moody Family YMCA pertaining to the use of the playfield at Fairfax Park for youth sports. Organized use of the playfield is by reservation only. Currently, the Town only contracts with the YMCA. Organized use does not prohibit families from using the playfield when not scheduled for use by the YMCA. There have been no reported scheduling conflicts or

concerns in previous years regarding the YMCA's use of the playfield. Additionally, the playfield is no longer dormant from the recent park renovation and is ready for use. The agreement was reviewed by the Town Attorney and includes the appropriate Hold Harmless protection for the Town. In response to a question raised by Council Member Penfold, Ms. Gordon stated t-ball will be added to the contract before signing. On a motion by Council Member Lydia Novakov, seconded by Council Member Marc Myers, the Town Council voted unanimously to approve the renewal of an annual agreement with the Moody Family YMCA for the utilization of the playfield at Fairfax Park.

Reports

Council Member Jimmy Grisham exited the meeting.

Review and discuss a presentation by the Trammel Crow Company of a proposed zoning change for the City of Dallas PD-193 involving a mixed-use project located at Knox Street and Travis Street. Bill Lindley, Town Administrator, explained that this item is scheduled to provide an opportunity for Joel Behrens, Trammel Crow Company (the “Developer”), to present the proposed development of a tract of property contiguous to the Town’s border that is located in the City of Dallas. It is located east of the Katy Trail that is bound by Knox Street and Travis Street. Mr. Behrens reviewed the proposed uses, architectural design, and building height. Mr. Behrens also discussed plans to address construction-related topics including addressing construction noise, traffic, and parking management; consideration of reducing building height; and minimizing the building’s reflectivity and night-time illumination; as well as post-construction concerns including nighttime noise and glare and light spill. The project includes a mixed-use development comprised of retail, restaurant, commons, condominiums, and a hotel with a ballroom. The site is proposed to include a cluster of five separate buildings with one building attaining a height of 399 feet. The City of Dallas’s PD-193 zoning allows a maximum building height of 244 feet building. The Dallas City Planning Commission is scheduled to meet on April 7, 2022, to discuss the zoning request. The City of Dallas also has an affordable housing program that the Developer is currently negotiating with the City of Dallas to opt out of the program. The main commons, with public restrooms, would be constructed adjacent to the Katy Trail with food & beverage retailing located on three sides of the commons. Approximately a third of the 342 property owners located within 200 feet of the project own property in the Town. These residents were provided notice of the proposed zoning change by the City of Dallas. Town Council Members expressed concerns regarding the height of the building as well as possible parking issues Highland Park residents who live close to the location may experience.

Review and discuss the monthly Financial and Investment Report for the period ending January 31, 2022. Karen Kurtin, CPA, Deputy Chief Financial Officer, presented highlights of the Financial and Investment Report. This report is for the period ending January 31, 2022, which marks the completion of the fourth month of the 2021 - 2022 fiscal year. Therefore, the year-to-date percentage for budgetary comparison purposes is 33.3%. General and Utility Fund combined revenues as of January 31, 2022, amount to \$20,063,786 which is 52.8% of the annual budgeted amounts. As of January 31, the General and Utility Fund combined expenditures and encumbrances amount to \$12,254,230 or 33.3% of the Fiscal Year 2021-22 Combined Budget. The total market value of the Town's cash and investment portfolio on January 31, was \$57,110,518, yielding an average weighted return of 0.35% with an average maturity of 62 days.

Compared to year-to-date projections, property taxes are 98.1%, sales taxes are 157.6%, building permits are 143.0%, and water sales are 103.2%. This report was provided to the Finance & Audit Advisory Committee on March 16, 2022. Mayor Goodwin asked the Town Council if they had any questions, to which there were none.

Town Council Member Marc Myers exited the meeting.

CLOSED SESSION

1. In accordance with the Texas Government Code Chapter 551, Subchapter D, Section 551.071 - CONSULTATION WITH ATTORNEY - the Town Council will convene into closed session for consultation with and to receive legal advice from the Town Attorney regarding structures in front yards and Ordinance No. 2080.

2. In accordance with the Texas Government Code Chapter 551, Subchapter D, Section 551.071 - CONSULTATION WITH ATTORNEY - the Town Council will convene into closed session for consultation with and to receive legal advice from the Town Attorney regarding Turtle Creek Sanitary Sewer Main Project.

Mayor Goodwin recessed the study session at 10:01 a.m. and convened a closed session pursuant to: (1) Section 551.071 - CONSULTATION WITH ATTORNEY - the Town Council will convene into closed session for consultation with and to receive legal advice from the Town Attorney regarding structures in front yards and Ordinance No. 2080., and (2) Section 551.071 - CONSULTATION WITH ATTORNEY - the Town Council will convene into closed session for consultation with and to receive legal advice from the Town Attorney regarding Turtle Creek Sanitary Sewer Main Project.

Mayor Goodwin ended the closed session at 10:37 a.m., and reconvened the study session in open session at 10:37 a.m. No final action, decision, or vote was taken during the closed session.

OPEN SESSION

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 motion was made.

Pursuant to Section 551.102 of the Texas Government Code, the final action, decision, or vote regarding Closed Session Item 2. above, shall be made, if any. No motion was made.

Mayor Goodwin adjourned the Town Council meeting at 10:38 a.m.

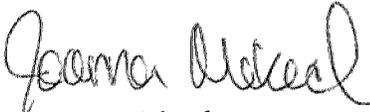
APPROVED on this 19th day of April 2022.

APPROVED:



Margo Goodwin
Mayor

ATTEST:

A handwritten signature in black ink, appearing to read "Joanna Mekeal". The signature is written in a cursive style with a large initial 'J'.

Joanna Mekeal
Town Secretary