

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 8:20 A.M. ON TUESDAY, OCTOBER 3, 2023.

Present at the meeting were Mayor Will C. Beecherl, Mayor Pro Tem Craig Penfold, Town Council Members Marc Myers, Lydia Novakov, Don Snell, and Leland White.

Future Agenda Discussion

Review, discuss, and consider approval of a revision of Town Ordinance Section 12.07.146, Temporary Resident-Only Parking. Wayne Kilmer, Assistant Director of the Department of Public Safety, explained that the current ordinance specifies that the Department of Public Safety ("DPS") mail parking permits each time temporary resident-only parking is activated, and further requires a list of dates on the parking permits for a special event. The proposed amendment to the ordinance will allow staff to address SMU football games on a season-by-season basis as opposed to implementing the program for each individual football game. Mayor Pro Tem Penfold suggested designating a colored parking permit for each year to assist with patrol, and Assistant Chief Kilmer concurred. On a motion made by Mayor Pro Tem Craig Penfold, seconded by Council Member Don Snell, the Town Council unanimously voted to approve a revision of Town Ordinance Section 12.07.146, Temporary Resident-Only Parking.

ORDINANCE NO. 2123

AN ORDINANCE OF THE TOWN OF HIGHLAND PARK, TEXAS AMENDING THE CODE OF ORDINANCES OF THE TOWN OF HIGHLAND PARK, CHAPTER 12, TRAFFIC AND VEHICLES, ARTICLE 12.07.146 TEMPORARY RESIDENT-ONLY PERMIT PARKING, BY CLARIFYING LANGUAGE REGARDING NOTICE TO RESIDENTS AND REGARDING THE CONTENT OF THE PERMIT, PROVIDING A PENALTY CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

Review, discuss, and consider approval of an ordinance establishing the intersection of Drexel Drive and Auburndale Avenue as an all-way stop intersection. Lori Chapin, P.E., Director of Engineering, explained Drexel Drive provides a stop sign for both east and westbound traffic at its intersection with Auburndale Avenue. The Engineering Department received several requests from residents to evaluate the intersection and consider installing an all-way stop. Residents' concerns focused on speed and quantity of vehicles, as well as children crossing Auburndale Avenue traveling to and from Armstrong Elementary School. Kimley-Horn and Associates ("KHA") was engaged to complete a traffic analysis of the intersection, and it was determined an all-way stop was warranted. The Highland Park Department of Public Safety supports the consultant's recommendation. Street marking and stop bars will be updated to align with the new stop signs. In response to questions raised by Mayor Pro Tem Penfold and Council Member Snell, Ms. Chapin explained that KHA traffic analysis includes obtaining pedestrian and traffic counts, site distance requirements, and monitoring vehicular speed through the area using the guidelines provided in the *Texas Manual on Uniform Traffic Control Devices*. Tobin Maples, Town Administrator, added that a study is warranted for data support. On a motion made by Mayor Pro Tem Craig Penfold, seconded by Council Member Lydia Novakov, the Town Council unanimously voted to approve an ordinance establishing the intersection of Drexel Drive and Auburndale Avenue as an all-way stop intersection.

ORDINANCE NO. 2124

AN ORDINANCE OF THE TOWN OF HIGHLAND PARK, TEXAS AMENDING THE CODE OF ORDINANCES OF THE TOWN OF HIGHLAND PARK, CHAPTER 12, TRAFFIC AND VEHICLES, ARTICLE 12.04 OPERATION OF VEHICLES GENERALLY, SECTION 12.04.006 STOP INTERSECTIONS; REPEALING CONFLICTING ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

Review, discuss, and consider the opportunity for a Town Council Member to request an item to be placed on a future Town Council meeting agenda. The Mayor asked if any Town Council Member would like to request an item be placed on a future Town Council study session agenda for discussion or consideration. Council Member Novakov requested an update on horse carriages for the upcoming holidays. Mayor Pro Tem Penfold requested an update on the Hackberry Creek Project progress.

Reports

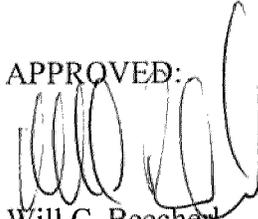
Review and discuss the Holland Elevated Storage Tank and associated site work. Ashlyn Morgan, P.E., Project Manager with Kimley-Horn Associates, Inc., provided an update on the Holland Elevated Storage Tank (“EST”) design and associated site improvements. The new EST will be a composite tank comprised of a concrete base and a steel bowl and will be located on the northern portion of the property. This area has been primarily used for storage, contractor construction material storage, and parking. Federal Aviation Administration approval has been obtained for the specified height of the new EST. The new tank’s high-water elevation will be 699 feet above mean sea level (714 feet, including the antenna), approximately 20 feet higher than the existing EST. This increase in elevation is estimated to improve water pressures by an estimated seven psi. The existing site includes a small area for material storage. The proposed new facility storage site includes a larger dedicated area with bins for material storage that will be used for Town maintenance activities. The existing perimeter fence includes a variety of materials, including concrete cinder block, stamped concrete, and wood. Replacing the existing perimeter fence would be a significant cost, depending on the material selected. Because the pedestal doors will be lockable and security controlled, there is flexibility for material replacement; therefore, options for alternative materials will be included as bid alternates. In response to a question made by Council Member White, Ms. Morgan confirmed the fence would be in addition to the base bid. Following the impacts of Winter Storm Uri in February 2021, additional safeguards are being included in the design to help mitigate future power outages and the impact of freezing temperatures on the water system and services to the Town. Along with State initiatives to provide Emergency Preparedness plans, the Town included generators as one method to assist with an emergency. The project includes adding generators for the new EST and the Service Center building, decommissioning the existing Holland EST, and abandoning the waterline serving the existing Holland EST after the construction of the new EST is complete. This will take place following the construction of the new Holland EST. The estimated overall cost for the project is approximately \$9,580,000 and includes the new Holland EST, site improvements, DPS radio system relocation, Service Center generator, and Holland Avenue roadway improvements. In addition to these items, several bid alternates will be included to obtain flexibility for bidding related to DPS training, perimeter fencing, waterline materials, and pavement section. Holland Avenue roadway improvements, antenna screening, and decommissioning of the existing tank will be bid at a later date. In response

to a question raised by Council Member Snell, Ms. Morgan went over the project's schedule and stated that she believed the entire project could be completed around December 2025. Mayor Beecherl asked if there were any further questions, to which there were none.

Mayor Beecherl adjourned the meeting at 9:10 a.m.

APPROVED on this 17th day of October 2023.

APPROVED:

A handwritten signature in black ink, appearing to read 'Will C. Beecherl', written over the printed name.

Will C. Beecherl
Mayor

ATTEST:

A handwritten signature in black ink, appearing to read 'Joanna Mekeal', written over the printed name.

Joanna Mekeal
Town Secretary