

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 8:29 A.M. ON TUESDAY, JULY 16, 2024.

Present at the meeting were Mayor Will C. Beecherl, Mayor Pro Tem Don Snell, and Town Council Members Alan Friedman, Lydia Novakov, and Leland White. Absent from the meeting was Council Member Marc Myers.

Public Comment

Mayor Beecherl asked if anyone wished to address the Town Council about any item listed on the agenda and explained that the Town Council may not discuss or make decisions on items not listed on the agenda. Public comments are limited to three minutes per speaker unless otherwise required by law. Items suggested for action may be placed on a future agenda at the Town Council's discretion. There was no comment.

Future Agenda Discussion

Review and discuss a resolution establishing the Town's ADA Title II Grievance Procedure. Lori Chapin, Director of Engineering, PE, explained that the Americans with Disabilities Act ("ADA") of 1990 is a civil rights statute prohibiting discrimination against people with disabilities. The Act has five separate titles relating to different aspects of potential discrimination. Title II of the Act specifically addresses making public services and public transportation accessible to those with disabilities. State and local governments, public entities, or agencies are required to perform self-evaluations of their current facilities relative to the accessibility requirements of the ADA. The agencies must then develop a Program Access Plan, or Transition Plan ("Plan"), to address any deficiencies. The Town has prepared a draft of the ADA Self-Evaluation and Plan. The purpose of the Plan is to summarize the activities completed to-date related to ADA compliance and to create a roadmap for the Town of Highland Park to update the Plan. The draft Plan is a working document and will remain in draft form over the next several years as the Town continues to address ADA-related tasks. A Grievance Procedure is being established to meet ADA requirements as part of Title II of the Act. It may be used by anyone who wishes to file a complaint alleging discrimination based on disability in the provision of services, activities, programs, or benefits by the Town of Highland Park. The Town of Highland Park Employee Handbook governs employment-related complaints of disability discrimination. The resolution specifies the Town will publish notice regarding ADA requirements, designate at least one person to coordinate its efforts for compliance, and publish grievance procedures. Mayor Beecherl asked if there were any further questions, to which there were none.

Review and discuss the cost allocation methodology utilized by the Dallas Area Rapid Transit Authority. Tobin Maples, Town Administrator, ACIP, explained that the Town of Highland Park has been a Dallas Area Rapid Transit Authority ("DART") member since it was created in 1983. There are 13 member cities, with each member contributing one cent of sales and use tax to the authority. For Fiscal Year 2024-25, the Town's projected contribution amounts to \$6.8 million. Mr. Maples explained the cost allocation methodology and initiatives being advanced by other member cities. After discussion among the Town Council Members, it was agreed upon that there are concerns that the services provided to taxpayers may not be commensurate with the current

contribution provided to the Dallas Area Rapid Transit Authority. Mr. Maples explained that a resolution would be brought to the Town Council at a future meeting to adopt a position of support to reduce the sales and use tax collections of the Dallas Area Rapid Transit Authority not to exceed three-quarters of a cent.

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 Lydia Novkaov requested to discuss building timeframe requirements, specifically large houses requiring more building time.

Reports

Review and discuss the Town's Master Drainage Plan. Lori Chapin, Director of Engineering, PE, explained that staff and Kimley-Horn Associates, Inc. have been developing a Master Drainage Plan. Kilmey-Horn Associates, Inc. presented the goals of the Master Drainage Plan to the Town Council. The goals include inventorying and mapping the existing stormwater facilities, determining the system level of service or capacity, categorizing infrastructure needs for the conveyance of the 100-year storm event within the Town right of way, identifying capital projects and associated costs, and developing project prioritizations. Due to the significant capital cost, a more detailed analysis would be beneficial. The detailed analysis would determine which portions of the improvements would be most critical to maintaining the 100-year storm within the right of way. Detailed analyses have been completed for Westside, West Potomac, and East Potomac. These analyses resulted in streamlined improvement plans with similar results and reduced construction costs. The results of these analyses will help identify cost-effective projects while providing the most benefit in a phased approach. This will allow the improvements to be scheduled with other road, water, and sewer capital projects.

Review and discuss the Proposed Budget and Plan of Municipal Services for Fiscal Year 2024-25. Steve Alexander, Assistant Town Administrator, stated that per the Town Charter, each year the Town Administrator is required to submit a proposed budget for the ensuing fiscal year no later than 30 days prior to the end of the current fiscal year to the Town Council for its review, consideration, and revision if desired. Additionally, the Town Council shall call public hearings on the budget. The Town Council may adopt the budget with or without amendment. In amending the budget, the Town Council may add or increase programs or amounts and may delete or decrease any programs or amounts, except expenditures required by law, debt service, or to cover estimated cash deficit, provided that no amendment to the budget shall increase the authorized expenditures to an amount greater than the total of estimated income plus funds available from prior years. The budget ultimately adopted by the Town Council must set forth the appropriations for services, functions, and activities of the various Town departments and agencies, and shall meet all fund requirements provided by law. The levy of property tax will be set to equal the total current fiscal year tax receipts, unless the ensuing fiscal year budget is approved by September 15th of the current fiscal year. Mr. Alexander presented highlights of the proposed budget, including expenditures by type and fund, changes in key revenue sources, property taxes, changes in estimated taxable values, sales taxes, water sales, impact of proposed utility bill adjustments, inflation, changes in operational budgets, compensation and benefits, structural changes to pay plans, and the capital improvement plan.

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 pending or contemplated litigation (Sam C. Tamborello v. Town of Highland Park - Case No. 3-24CV1356-E).
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 pending or contemplated litigation (Patricia Ellis and James Ellis v. Town of Highland Park - Case No. DC-24-06608).
3. 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 on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter re: Interlocal Cooperation Agreements with the City of University Park and Highland Park Independent School District.

Mayor Beecherl recessed the study session at 11:05 a.m. Mayor Beecherl convened a closed session at 11:06 a.m., pursuant to: Texas Government Code Chapter 551, Subchapter D Section 551.089 - CONSULTATION WITH ATTORNEY - the Town Council will convene into closed session for consultation with and legal advice from the Town Attorney regarding pending or contemplated litigation (Sam C. Tamborello v. Town of Highland Park - Case No. 3-24CV1356-E and Patricia Ellis and James Ellis v. Town of Highland Park - Case No. DC-24-06608) and under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflicts with this chapter re: Interlocal Cooperation Agreements with the City of University Park and Highland Park Independent School District.

Mayor Beecherl ended the closed session at 11:41 a.m., and reconvened the study session in open session at 11:41 a.m. No final action, decision, or vote was taken during the closed session.

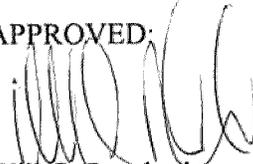
OPEN SESSION

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 motion was made.
2. 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.
3. 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.

Mayor Beecherl adjourned the meeting at 11:41 a.m.

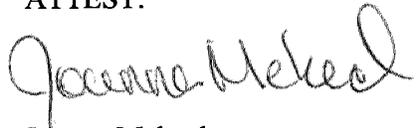
APPROVED on this 6th day of August 2024.

APPROVED:

A handwritten signature in black ink, appearing to read 'Will C. Beecherl', written in a cursive style.

Will C. Beecherl
Mayor

ATTEST:

A handwritten signature in black ink, appearing to read 'Joanna Mekeal', written in a cursive style.

Joanna Mekeal
Town Secretary