

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 8:21 A.M. ON TUESDAY, AUGUST 6, 2024.

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

### **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.

### **Reports**

*Review and discuss the Highland Park Department of Public Safety's Texas Law Enforcement Agency Racial Profiling Report for 2023, and a report on the Highland Park Municipal Court best practices and disposition of citations for 2023.* Chuck McGinnis, Director of Public Safety, explained that the Texas Code of Criminal Procedure requires reporting specific data collected on motor vehicle stops to the Texas Commission on Law Enforcement ("TCOLE") and to the governing body of each county or municipal law enforcement agency. The Town's Department of Public Safety ("HPDPS") has complied with this requirement since its inception in 2001. In response to the national dialogue involving law enforcement transparency of operations, the Town engaged an independent consultant, Dr. Alex Del Carmen, to review the data collection process and compile the resulting report. Dr. Del Carmen specializes in racial sensitivity training and bias-based profiling concerning law enforcement. Dr. Del Carmen has performed an independent third-party evaluation of the Department's data, practices, and procedures concerning bias-based contacts from 2014 through 2023. Dr. Del Carmen performs quarterly audits on citations issued. Dr. Del Carmen was also engaged to review the Town's Municipal Court operations and recommend best practices to ensure that all defendants are treated equally while disposing of their citations. Following an extensive data review, Dr. Del Carmen presented a detailed review of his findings. He found no items of concern regarding the HPDPS's compliance with state law or significant concerns regarding the operation and oversight of the Municipal Court. In response to a question raised by Council Member Novakov, Chief McGinnis stated that Public Safety Officers are required by policy to have their body cameras on, and the footage is periodically reviewed. Council Member Novakov and Myers encouraged Chief McGinnis to post this excellent report on the Town's website. Mayor Beecherl asked if there were any further questions, to which there were none.

*Review and discuss the Dallas Marathon.* Marc Rossini, Deputy Chief of Police, introduced Marcus Grunewald, Executive Race Director for the Dallas Marathon. Mr. Grunewald presented the Dallas Marathon's history, beneficiaries, operations, and residential notification process. In response to a question raised by Council Member Leland White, Mr. Grunewald explained that last year's marathon required a change in course in the Town of Highland Park. Council Member Lydia Novakov suggested the communication sent to the residents could include alternate routes

to circumvent the marathon. Deputy Chief Rossini confirmed that the Public Information Officers can communicate the alternate routes. Council Member Marc Myers requested indemnification information be provided to the Town for review. Mr. Grunewald confirmed that the insured information will be provided before the next Dallas Marathon scheduled for December 15, 2024.

*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 before 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. Mr. Alexander presented highlights of the proposed budget, including possible adjustments to the proposed budget and 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 Patricia Ellis and James Ellis v. Town of Highland Park - Case No. DC-24-06608).* The Town Council did not discuss this item in the closed session.
2. *In accordance with the Texas Government Code Chapter 551, Subchapter D, Section 551.074, – PERSONNEL MATTERS – the Town Council will convene into closed session to deliberate the appointment, employment, and duties of the Director of Finance and Director of Community Development.*

Mayor Beecherl recessed the study session at 9:48 a.m. Mayor Beecherl convened a closed session at 9:49 a.m., pursuant to: Texas Government Code Chapter 551, Subchapter D, Section 551.074, – PERSONNEL MATTERS – the Town Council will convene into closed session to deliberate the appointment, employment, and duties of the Director of Finance and Director of Community Development.

Mayor Beecherl ended the closed session at 10:24 a.m., and reconvened the study session in open session at 10:24 a.m. No final action, decision, or vote was taken during the closed session.

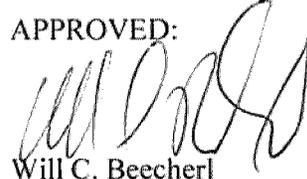
OPEN SESSION

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. The Town Council did not discuss this item in the closed session.
2. 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. On a motion by Council Member Marc Myers, seconded by Council Member Lydia Novakov, the Town Council voted unanimously to approve John Samford as the Director of Finance and Jeff Armstrong as the Director of Community Development for the Town of Highland Park.

Mayor Beecherl adjourned the meeting at 10:25 a.m.

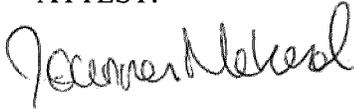
APPROVED on this 20<sup>th</sup> day of August 2024.

APPROVED:



Will C. Beecherl  
Mayor

ATTEST:



Joanna Mekeal  
Town Secretary