

MINUTES OF A MEETING OF THE TOWN COUNCIL OF THE TOWN OF HIGHLAND PARK, TEXAS, HELD AT THE TOWN HALL, 4700 DREXEL DRIVE, HIGHLAND PARK, TX, 75205, AT 8:00 A.M. ON TUESDAY, AUGUST 20, 2024.

Mayor Will C. Beecherl, Mayor Pro Tem Don Snell, Town Council Members Marc Myers, Lydia Novakov, and Leland White attended the meeting. Council Member Alan Friedman was absent.

- I. Mayor Will C. Beecherl called the meeting to order.
- II. Mayor Pro Tem Don Snell gave the Invocation.
- III. 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.

IV. PROCLAMATION

A proclamation designating September 2024 as Library Card Sign-up Month. Mayor Will C. Beecherl presented a proclamation to the Library staff designating September 2024 as Library Card Sign-up Month. Kortney Nelson, Town Librarian, was present to receive the proclamation and thanked the Town Council for their support.

V. CONSENT AGENDA

On a motion by Mayor Pro Tem Don Snell, seconded by Council Member Lydia Novakov, the Town Council voted unanimously to approve Items A. through B. on the Consent Agenda. Prior to the vote, Mayor Beecherl explained that the Town Council reviewed these items before the meeting.

- A. *Consider approval of the minutes of the Town Council meeting held on August 6, 2024.*
- B. *Consider approval of the minutes of the Town Council study session held on August 6, 2024.*

VI. MAIN AGENDA

A. Review, discuss, and take action on a request to extend the construction timeframe for a new single-family residence currently under construction at 3908 Lexington Avenue. Chelsey Gordon, Interim Director of Development Services, explained that the owners of 3908 Lexington Avenue are requesting an additional nine-month permit extension on a construction permit issued for a new single-family residence. The initial building permit was issued on August 25, 2021. Progress inspections were completed throughout the project. In May 2023, the updated construction schedule indicated a request for a one-year extension beyond the two-year timeframe. In June 2023, Town Council granted an additional nine months in combination with a three-month extension allowed by staff. In August 2024, staff received notice from the general contractor that they were requesting an additional nine-month extension from Town Council. Blake Evenson, the

General Contractor of Hudson Construction Group, stated that this extension request is due to an additional change in architect and a manufacturing delay of the steel windows. The Town has received three site maintenance-related complaints regarding tall grass, mud in the alley, and the construction gate left open. No parking complaints have been received. In response to a question raised by Mayor Beecherl, Mr. Evenson confirmed that this is the third architect for this project and is the main reason for the delay. On a motion made by Council Member Marc Myers, seconded by Mayor Pro Tem Don Snell, the Town Council unanimously voted to approve the request to extend the construction timeframe for a residential remodel currently under construction at 3908 Lexington Avenue using the new fee structure of \$500 per day for 273 days (\$136,500).

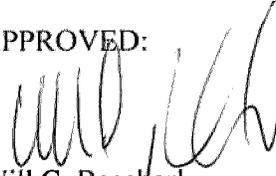
B. Review, discuss, and take action on a professional engineering services contract with Kimley-Horn and Associates, Inc. for the 2024 Drainage Easement Improvements Project. Lori Chapin, PE, Director of Engineering, stated that the professional services agreement with Kimley-Horn and Associates, Inc. (“KHA”) is provided to evaluate and design the best solutions for addressing stormwater conveyance within unimproved utility easements. The Town experiences standing water within utility easements following heavy or prolonged rain events. Some adjacent property owners have experienced stormwater entering their backyards from the easement. Typical improvements may include grading or installation of a narrow concrete flume. Highland Park residents have been complimentary with the drainage improvements constructed to date. The professional services agreement specifies that KHA will provide design and bid package preparation services for the FY 2024 Drainage Easement Improvements project. Those easements include the 4200 block between Versailles Avenue and Beverly Drive, Lorraine Avenue and Belclaire Avenue, Bordeaux Avenue and Arcady Avenue, the 4400 block between Versailles Avenue and Beverly Drive, and the 4500 block between Belfort Avenue and Bordeaux Avenue. In response to a question raised by Council Member Leland White, Ms. Chapin explained that the estimated design cost is \$155,800, including the conceptual and final design services, survey, and bid and construction phase services. The design is anticipated to be complete in late Spring 2025, with construction to follow. On a motion made by Council Member Leland White, seconded by Council Member Lydia Novakov, the Town Council unanimously voted to approve a professional engineering services contract with Kimley-Horn and Associates, Inc. for the 2024 Drainage Easement Improvements Project.

C. Review, discuss, and take action on a construction contract with ALCC, LLC dba Perfect Finish Landscaping for the Prather Park Court Improvements. Chelsey Gordon, Interim Director of Development Services, explained that the reconstruction of the Prather Park Court will include four individual pickleball courts, a ledge stone wall, ledge stone-style bench seating, a flagstone path on the north side of the court, sidewalk improvements, a park bench with a bench pad, improved creek walls, and landscaping. After advertising the project, eight bids were received on July 11, 2024. Town staff determined the lowest and responsive bidder to be ALCC, LLC dba Perfect Finish Landscaping. Construction is anticipated to begin in early September 2024 and is estimated to be completed by late Spring 2025. In response to a question raised by Mayor Beecherl, Ms. Gordon stated that there will be four lights on the court and it is enough to improve visibility. In response to a question raised by Council Member Novakov, Ms. Gordon confirmed that residents as well as all tennis permit holders will be notified of the reconstruction. On a motion made by Mayor Pro Tem Don Snell, seconded by Council Member Marc Myers, the Town Council unanimously voted to approve a construction contract with ALCC, LLC dba Perfect Finish Landscaping for the Prather Park Court Improvements.

Mayor Beecherl adjourned the Town Council meeting at 8:27 a.m.

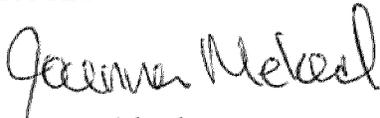
Approved on this the 3rd day of September 2024.

APPROVED:

A handwritten signature in black ink, appearing to read "Will C. Beecherl". The signature is written in a cursive style with a large, sweeping initial "W".

Will C. Beecherl
Mayor

ATTEST:

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

Joanna Mekeal
Town Secretary