

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 8:17 A.M. ON TUESDAY, SEPTEMBER 17, 2024.

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

**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, 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. There was no comment.

**Reports**

*Review and discuss the Wycliffe Avenue Reconstruction project.* Lori Chapin, P.E., Director of  
Engineering, explained that the design contract was initiated with Kimley-Horn Associates, Inc.  
("KHA") in early 2023. The agreement includes easement preparation, aquatic resources  
delineation, flood study analyses for FEMA and TCEQ, conceptual, preliminary, pre-final and  
final design for bridge, roadway, water, sewer, weir, channel and landscaping. The agreement also  
includes Special Services for U.S. Army Corps of Engineers coordination and permitting, FEMA  
permitting, and bid phase services totaling \$1,734,600. Additional geotechnical services were  
needed for the channel wall design. The Town contracted directly with CMJ Engineering for  
\$23,856 for three additional borings and associated laboratory and engineering services. An  
Environmental Study is required for the Texas Department of Transportation ("TXDOT") process  
and funding allocation. The Town initiated a contract with Terracon Consultants, Inc.  
("Terracon"), who are performing the required Environmental Study - Categorical Exclusion. The  
total cost of the contract is \$30,500. In accordance with the TXDOT Advanced Funding  
Agreement, the Town is required to pay \$60,000 of administrative costs to the state. The Town  
Council approved the agreement on January 9, 2024. Upon execution of the agreement, the Town  
paid the required \$50,000. The remaining \$10,000 will be required before construction. The total  
design cost to date is \$1,838,956. The total construction cost after the outside funding is estimated  
at \$6,103,712. Representatives from KHA presented the project overview including the existing  
conditions, proposed improvements, and current status. The proposed improvements include a dam  
and channel for flow conveyance, a bridge over the channel, roadway reconstruction, utility  
relocations, and landscaping improvements. The Town Council provided input for the landscape,  
hardscape, bridge, channel, and wall aesthetics.

## CLOSED SESSION

1. *In accordance with the Texas Government Code, Chapter 551, Subchapter D, Section 551.072 – REAL ESTATE – the Town Council will convene into closed session to deliberate the purchase, exchange, lease, or value for utilizing space at the Town Hall monopole and Service Center and the sale of land owned by the Town to adjacent property owners.*
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 Policy Development and Strategic Initiatives and Town Administrator.*
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 with and to receive legal advice from the Town Attorney regarding electronic bike ordinance and regulations, construction schedules and permit extension ordinance and regulations, and 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).*

Mayor Beecherl recessed the study session at 9:37 a.m. Mayor Beecherl convened a closed session at 9:41 a.m., pursuant to: (1) Texas Government Code, Chapter 551, Subchapter D, Section 551.072 – REAL ESTATE – the Town Council will convene into closed session to deliberate the purchase, exchange, lease, or value for utilizing space at the Town Hall monopole and Service Center and the sale of land owned by the Town to adjacent property owners, (2) 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 Policy Development and Strategic Initiatives and Town Administrator, and (3) 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 electronic bike ordinance and regulations, construction schedules and permit extension ordinance and regulations, and 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).

Mayor Beecherl ended the closed session at 11:10 a.m. and reconvened the study session in open session at 11:10 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., 2., or 3. above shall be made, if any.*  
On a motion made by Council Member Lydia Novakov, seconded by Council Member Marc Myers, the Town Council unanimously voted to approve the Town Administrator to execute an engagement for utilizing space at the Town Hall monopole and Service Center.  
On a motion made by Council Member Lydia Novakov, seconded by Council Member Marc Myers, the Town Council unanimously voted to approve Chelsey Gordon as the

Director of Policy Development and Strategic Initiatives for the Town of Highland Park.

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

APPROVED on this 1<sup>st</sup> day of October 2024.

APPROVED:



Will C. Beecherl  
Mayor

ATTEST:



Joanna Mekeal  
Town Secretary