

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 8:31 A.M. ON TUESDAY, OCTOBER 15, 2024.

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

**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**

*Provide an update on the Highland Park Library's recarpeting project.* Kortney Nelson, Town Librarian, updated the Town Council on the progress of the Highland Park Library's ("Library") recarpeting project and offered a preview of the carpet selection. This project is part of the Town's FY 2024-2025 budget. The Library secured quotes for moving services, carpet, and carpet installation. In response to a question raised by Mayor Pro Tem Snell, Mrs. Nelson explained that through the TIPS Interlocal Purchasing System, Library Interiors of Texas LLC will provide moving services for Library furnishings, shelving, and collections. Through the BuyBoard Purchasing Cooperative, Vector Concepts will supply the carpet and installation services. The current carpet selection for the project is Mohawk Group brand carpet squares in the Lichen Community Bark, Macro Bloom, and Micro Bloom series patterns, specifically Bark Community, Jewel Leaf Bark, and Sunburst Bark. The estimated time for the work is late January 2025. The estimated duration of the project is two to three weeks. The Library would be closed for most, if not all, of the installation time frame. In response to a question raised by Council Member Myers, Mrs. Nelson explained that the FY 2024-2025 budget for this project is \$95,000.00. This amount includes an allowance for any unforeseen installation or materials expenses. The Highland Park Quality of Life Foundation has graciously agreed to reimburse the Town for the moving, carpeting, and installation services once the project is complete.

*Review and discuss new rules and regulations impacting the Town's water distribution system regarding Lead Service Line Inventory.* Stephen Davis, Public Works Superintendent, reviewed the lead service line protocols and requirements from the Environmental Protection Agency ("EPA") via the Texas Commission on Environmental Quality ("TCEQ") to protect the health of residents. The Lead Service Line Inventory ("LSLI") is an amendment to the Lead and Copper Rule mandate for federal regulation of heavy metal exposure and consumption. While this

amendment dictates a completion date of October 2027 for the physical inventory, an initial inventory must be submitted to TCEQ by October 16, 2024. The initial inventory was completed and established utilizing Town records residing within the Building Inspection, Engineering, and Public Works Departments. Records included Town-owned service line installations, replacement of privately-owned service lines by residents, and records from the Dallas Central Appraisal District. Individual residents on service lines identified as lead, galvanized steel, or unknown materials as part of the initial LSLI must be notified by mail no later than November 14, 2024. The initial inventory results indicated no known lead or galvanized steel lines on Town-owned or privately-owned service lines. However, there are 2,153 service lines with unknown materials due to lack of historical data. These residents will be sent a notice by the November deadline. Prior to the final LSLI being submitted in October 2027, the Town is required to identify the material used for all water service lines from the tap on the water main to the entry to the house. All service lines have two sections: the Town-owned portion and the privately owned portion. Ownership and responsibility for replacement are separated at the meter. The Town will perform a physical inventory over the next three years to identify service lines with unknown materials. If the Town identifies any lead or galvanized steel materials on either side of the meter, notice must be given to the residents within 24 hours. The physical inventory of service lines with unknown materials will begin in the northeast portion of the Town and will continue south and west. It is estimated that the physical inventory will require between 200 and 300 hours of work per year for the next three years. Should a resident raise concerns via email or phone, they will receive an expedited inspection to be performed by town staff as the workload allows. Staff are discussing options with other cities and vendors to develop a contract for a turnkey service to assist with conducting the physical inventory. Educational materials, resources, and the initial LSLI must be posted on the Town's website no later than November 14, 2024. A unique email address was created for residents to contact the Town should they have any questions or concerns regarding the LSLI. This email address will be listed on the Town's website along with the LSLI information. Residents will be encouraged to notify the Town when they have their portion of the service line replaced or identified so the Town can remove them from the unknown list. Mayor Beecherl asked the Town Council if they had any questions, to which there were none.

#### 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 historic preservation 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).*
- 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 Town Attorney.*

Mayor Beecherl recessed the study session at 9:03 a.m. Mayor Beecherl convened a closed session at 9:04 a.m., pursuant to (1) 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 historic preservation 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) and (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 Town Attorney.

Mayor Beecherl ended the closed session at 9:45 a.m. and reconvened the study session in open session at 9:45 a.m. No final action, decision, or vote was taken during the closed session.

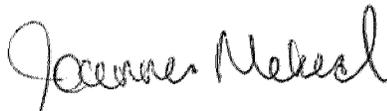
OPEN SESSION

1. Pursuant to Section 551.102 of the Texas Government Code, the final action, decision, or vote regarding Closed Session Item 1. or 2. above shall be made, if any. No motion was made.

Mayor Beecherl adjourned the meeting at 9:46 a.m.

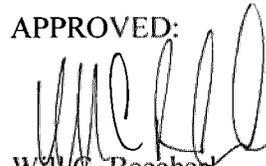
APPROVED on this 5<sup>th</sup> day of November 2024.

ATTEST:



Joanna Mekeal  
Town Secretary

APPROVED:



Will C. Beecherl  
Mayor