

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, 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.

- I. Mayor Will C. Beecherl called the meeting to order at 8:00 a.m.
- II. Council Member Marc Myers 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

Mayor Will C. Beecherl will read a proclamation recognizing October 28, 2024, as National First Responders Appreciation Day. Mayor Beecherl read the proclamation, and Chuck McGinnis, Director of Public Safety, thanked the Mayor and Town Council for the support.

V. CONSENT AGENDA

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

- A. Take action on the minutes of the Town Council meeting held on October 1, 2024.*
- B. Take action on the minutes of the Town Council study session held on October 1, 2024.*
- C. Take action on an ordinance amending the Town of Highland Park Code of Ordinances, Chapter 9 - Personnel, to provide additional holidays for full-time employees.*

VI. MAIN AGENDA

A. Review, discuss, and take action on a request to extend the construction timeframe for a new single-family home currently under construction at 4400 Belfort Avenue. Jeff Armstrong, Director of Community Development, explained that the owners of 4400 Belfort Avenue are requesting a three-month and 18-day permit extension on a construction permit issued for a new single-family residence. The initial building permit was issued on April 8, 2022. Prior to the issuance of the building permit, the Town Council approved a seven-month extension for the permit. The extended completion deadline was approved for November 7, 2024. Progress inspections were completed throughout the project. At the 21-month progress inspection, staff received notice from the general contractor that they were requesting an additional three-month and 18-day extension for a completion date of February 25, 2025. Dan Vander Zee, the General

Contractor of Pencil Point Constructors, LLC, stated that this extension request is due to the size and scale of the project, along with the additional time it took to construct a full basement. The Town has received one letter from the neighbor across the street opposing the extension request. In response to a question made by Mayor Beecherl, Mr. Vander Zee confirmed that he feels confident the project will be completed by February 25, 2025. On a motion made by Mayor Pro Tem Don Snell, seconded by Council Member Marc Myers, the Town Council unanimously voted to approve the request to extend the construction timeframe for a residential remodel currently under construction at 4400 Belfort Avenue using the fee structure of 50% of the permit fee (\$24,949.80).

B. Review, discuss, and take action on a request to extend the construction timeframe for a new single-family home currently under construction at 3600 Crescent Avenue. Jeff Armstrong, Director of Community Development, explained that the owners of 3600 Crescent Avenue are requesting an eight-month and four-day permit extension on a construction permit issued for a new single-family residence. The initial building permit was issued on November 4, 2022. Progress inspections were completed throughout the project. At the 21-month progress inspection, staff received a notice requesting an additional eight-month and 4-day extension for a July 7, 2025 completion date. Dan Vander Zee, the General Contractor of Pencil Point Constructors, LLC, stated that this extension request is due to the size and scale of the project, along with the additional time it took to construct a full basement. The Town has not received any construction-related complaints from the neighbors, and the construction site is generally maintained. 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 3600 Crescent Avenue using the fee structure of 50% of the permit fee (\$21,365.50).

C. Review, discuss, and take action authorizing the Town Administrator to execute two Interlocal Agreements between Dallas County and the Town of Highland Park for (1) Coordinated health services; and (2) food establishment inspections and environmental health services. Jeff Armstrong, Director of Community Development, stated that Dallas County provides various public health services to the Town through interlocal agreements that are renewed annually. Services provided include restaurant inspections, mosquito monitoring and control, and control of various communicable diseases. On a motion made by Council Member Leland White, seconded by Council Member Lydia Novakov, the Town Council unanimously voted to authorize the Town Administrator to execute two Interlocal Agreements between Dallas County and the Town of Highland Park for (1) Coordinated health services; and (2) food establishment inspections and environmental health services.

D. Review, discuss, and take action on an amendment of Chapter 12, Article 12.09 of the Town Code of Ordinances and adoption of 12.09.009 in regard to operation and restriction of Electric Bicycles ("E-bikes"). Chuck McGinnis, Director of Public Safety, explained that in an effort to promote the public health, safety, and general welfare of the citizens of the Town, the Town has determined that it is a necessity to regulate and restrict the operation of Electric Bicycles ("E-bikes). This is accomplished through the amendment of Article 12.09, Bicycles, Electric Bicycles, Motor-Assisted Scooters, and Shared Mobility Devices of the Town's Code of Ordinance and the adoption of Section 12.09.009, Operation of Electric Bicycles ("E-Bikes") on Public Streets. This Section outlines that E-bikes are restricted to licensed drivers, minimum of 16 years of age, and that all aspiring E-bike operators in Town must obtain a valid permit for their E-bike

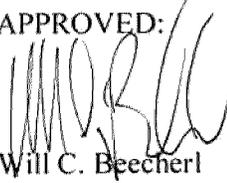
from the Town Department of Public Safety. The details of the operation and restriction of E-bikes, along with the guidelines for the permitting process, are included in Section 12.09.009 in the proposed amendment ordinance. In response to a question raised by Council Member Novakov, Chief McGinnis explained that, if approved, this would take effect on January 1, 2025, allowing staff time to communicate with the community and answer questions on the upcoming regulations regarding E-bikes. On a motion made by Council Member Marc Myers, seconded by Council Member Lydia Novakov, the Town Council unanimously voted to approve an amendment of Chapter 12, Article 12.09 of the Town Code of Ordinances and adoption of 12.09.009 regarding the operation and restriction of Electric Bicycles (“E-bikes”).

ORDINANCE NO. 2138

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HIGHLAND PARK, TEXAS, AMENDING THE CODE OF ORDINANCES OF THE TOWN OF HIGHLAND PARK, CHAPTER 12, TRAFFIC AND VEHICLES, ARTICLE 12.09, BICYCLES, ELECTRIC BICYCLES, MOTOR-ASSISTED SCOOTERS AND SHARED MOBILITY DEVICES, BY AMENDING SECTION 12.09.004, SPEED, TO CREATE A MAXIMUM SPEED LIMIT FOR BICYCLES AND ELECTRIC BICYCLES; AND BY AMENDING SECTION 12.09.006, RIDING ON SIDEWALK; AND BY CREATING SECTION 12.09.009, OPERATION OF ELECTRIC BICYCLES ON PUBLIC STREETS, TO REGULATE AND REQUIRE A PERMIT FOR THE OPERATION OF ELECTRIC BICYCLES IN THE TOWN; PROVIDING A VALIDITY CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY CLAUSE; PROVIDING FOR INCORPORATION INTO THE CODE OF ORDINANCES; AND PROVIDING AN EFFECTIVE DATE.

Mayor Beecherl adjourned the Town Council meeting at 8:25 a.m.

Approved on this the 5th day of November 2024.

APPROVED:

Will C. Beecherl
Mayor

ATTEST:


Joanna Mekeal
Town Secretary