

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 8:02 A.M. ON TUESDAY, MARCH 4, 2025.

Before the meeting was called to order, Joanna Mekeal, Town Secretary, explained that the Mayor and Mayor Pro Tem were absent today. Per the Town Charter, in the absence of both the Mayor and the Mayor Pro Tem, the remaining members of the Town Council shall elect one of its members to act as Mayor Pro Tem. On a motion made by Council Member Leland White, seconded by Council Member Alan Friedman, the Town Council unanimously voted to approve Council Member Lydia Novakov to serve as Acting Mayor Pro Tem.

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

- I. Acting Mayor Pro Tem Lydia Novakov called the meeting to order at 8:02 a.m.
- II. Acting Mayor Pro Tem Lydia Novakov gave the Invocation.
- III. PUBLIC COMMENT

Acting Mayor Pro Tem Lydia Novakov 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. CONSENT AGENDA

On a motion made by Council Member Marc Myers, seconded by Council Member Leland White, the Town Council voted unanimously to approve Items A. through B. on the Consent Agenda. Prior to the vote, Acting Mayor Pro Tem Lydia Novakov explained that all items under the Consent Agenda are considered routine or discussed at a previous meeting. There will be no separate discussion of items unless a request by a Council Member is made prior to the Town Council voting on the motion.

- A. *Consider approval of the minutes of the Town Council meeting held on February 18, 2025.*
- B. *Consider approval of the minutes of the Town Council study session held on February 18, 2025.*

V. MAIN AGENDA

A. *Review, discuss, and take action on a resolution validating the annual review of the Statement of Investment Policies as adopted by the Town of Highland Park and approving recommended changes.* John Samford, CPA, Director of Finance, explained that the Town's Statement of Investment Policies ("Investment Policies") has been prepared to comply with Chapter 2256 of the Texas Government Code ("Public Funds Investment Act") and Chapter 2257

of the Texas Government Code (“Public Funds Collateral Act”), as well as to reflect the Town’s investment strategies. The primary investment strategy and objectives of the Town include the safety and preservation of principal, maintenance of sufficient liquidity to meet operational needs, and optimization of a market rate of return. The Public Funds Investment Act and the Investment Policies require at least an annual review of established policies by the Town Council. The proposed changes are relatively minor and include an update to policy section 2.2.4 to better align with the Public Funds Investment Act, the addition of references to the National Credit Union Share Insurance Fund (“NCUSIF”) where applicable, and various non-substantive administrative updates. The NCUSIF is a federal fund backed by the full faith and credit of the U.S. government that provides deposit insurance for accounts up to \$250,000, applicable to deposits with credit unions. While permissible, the Town currently does not hold any deposits with any credit union. The current policy was awarded the Certification of Investment Policy by the Government Treasurers' Organization of Texas (“GTOT”) for the two-year period ending May 31, 2025. This policy will be submitted to the GTOT for consideration for the policy award upon approval. It is anticipated that this policy will once again receive the policy award. On a motion made by Council Member Leland White, seconded by Council Member Marc Myers, the Town Council unanimously voted to approve a resolution validating the annual review of the Statement of Investment Policies as adopted by the Town of Highland Park and approving recommended changes.

*B. Review, discuss, and take action authorizing the Town Administrator to execute the construction contract with Capko Concrete Structures, LLC, for the Beverly Drive and Miramar Avenue Improvements.* Lori Chapin, PE, Director of Engineering, stated that the construction contract for Beverly Drive and Miramar Avenue crossings is related to the Hackberry Creek Corridor Improvements. Phase I of the Hackberry Creek project encompasses the area between Byron Avenue and Miramar Avenue. The key design elements include erosion mitigation, creek wall replacement/repairs, replacement/repair of stormwater outfalls, sidewalk/stair replacement, and handrail replacement. In addition, this phase includes roadway and culvert improvements at the crossings of Beverly Drive and Miramar Avenue and improvements to Tennis Court #1. The FY 2025 Capital Improvement Plan includes constructing the roadway and culvert improvements for the Beverly Drive and Miramar Avenue crossings. Due to the proximity of the crossings to Armstrong Elementary, staff determined it would be beneficial to construct the improvements, specifically the Beverly Drive crossing, during the summer months while school is not in session. The Beverly Drive improvements will include fully reconstructing the roadway crossing and replacing the culvert. The new culvert is designed to carry the 100-year storm and help mitigate roadway overtopping during heavy storm events. The Miramar Avenue improvements will include full reconstruction of the roadway crossing and an adjacent sidewalk. The culverts under Miramar Avenue are in good condition and will only require minimal spot repairs. The construction project was advertised, and four bids were received on February 20, 2025. Capko Concrete Structures, LLC submitted a bid of \$2,183,305. In response to a question raised by Council Member Alan Friedman, Ms. Chapin stated that Capko Concrete Structures, LLC has a strong reputation and experience with this type of work and has previously worked on Town projects, including the 2023 Miscellaneous Concrete project. Based on past work performance, experience, and references, Capko Concrete Structures, LLC is qualified to perform the work. On a motion made by Council Member Alan Friedman, seconded by Council Member Marc Myers, the Town Council unanimously voted to approve the authorizing the Town Administrator to execute the construction contract with Capko Concrete Structures, LLC, for the Beverly Drive and Miramar Avenue Improvements.

Mayor Beecherl adjourned the Town Council meeting at 8:12 a.m.

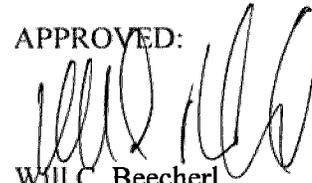
Approved on this the 18<sup>th</sup> day of March 2025.

ATTEST:



Joanna Mekeal  
Town Secretary

APPROVED:



Will C. Beecherl  
Mayor