

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, MAY 6, 2025.

Mayor Will C. Beecherl, Mayor Pro Tem Don Snell, and 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 Alan Friedman 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. RECOGNITION

A. Recognize Chief Building Official, Cherish Nieto, for successfully earning the distinction of Certified Building Official, given by the International Code Council. Jeff Armstrong, ACIP, Director of Community Development, stated that Cherish Nieto, Chief Building Official, recently passed the final requirements to obtain the distinction of Certified Building Official ("CBO"). In addition to substantial knowledge and experience, one must pass three timed exams to become a CBO. The exams include knowledge of building codes, law, and administration. On behalf of the Town Council, Mayor Beecherl congratulated Mrs. Nieto.

V. CONSENT AGENDA

On a motion made by Council Member Lydia Novakov, seconded by Council Member Marc Myers, the Town Council voted unanimously to approve Items A. through G. on the Consent Agenda. Prior to the vote, Mayor Beecherl 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. Take action on a resolution declaring certain property surplus and/or salvage and authorize the Town Administrator or his designee to sell, convey, or otherwise dispose of all items listed in Exhibit A of the resolution.

B. Take action authorizing the Town Administrator to execute a contract with Simply Horticulture, LLC for professional tree maintenance services.

C. Take action authorizing the Town Administrator to execute a contract with Moonlighting, Inc. for professional electrical services.

D. Take action approving a resolution to ratify the contract with Cole Construction Inc, for the emergency stormwater repair for Lakeside Drive.

E. Take action on the minutes of the Town Council meeting held on April 15, 2025.

- F. *Take action on the minutes of the Town Council study session held on April 15, 2025.*
- G. *Take action on the minutes of the Special Town Council meeting held on April 9, 2025.*

VI. MAIN AGENDA

A. Review, discuss, and take action to extend the construction time period for a new single-family residence at 3821 Gillon Avenue from May 16, 2025, to November 30, 2025. An extension of six and one-half months. Jeff Armstrong, AICP, Director of Community Development, stated that the owner of 3821 Gillon Avenue has requested an extension of the construction time period. James Cox, General Contractor of Hawkins-Welwood Homes, requested extended time due to the construction of a basement and a change in scope from a traditional HVAC system to a geothermal system. Other delays resulted from changes to the electrical system and the fireplace, as well as supply chain delays. The building permit was issued on May 17, 2023, and the request would extend the permit to November 30, 2025. There is no record of citizen complaints related to this project. One email supporting the extension was received from a nearby property owner. 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 period for a new single-family residence at 3821 Gillon Avenue by six and one-half months.

B. Review, discuss, and consider a referral to the Zoning Commission a request to amend Planned Development Ordinance No. 1257 regarding new athletic fields and related facilities for McCulloch Intermediate School/Highland Park Middle School, located at 3520 Normandy Avenue. Jeff Armstrong, AICP, Director of Community Development, stated that the Highland Park Independent School District plans to develop athletic fields at the Intermediate School/Middle School campus, which is located in both Highland Park and University Park. The portion in Highland Park is in a planned development district ("PD"). The proposed improvements would be located entirely within the Town of Highland Park and require an amendment to the PD ordinance. The proposed improvements include a football/soccer field, practice fields, a scoreboard, and track and field facilities. All new turf areas would be comprised of artificial turf. On a motion made by Council Member Leland White, seconded by Council Member Lydia Novakov, the Town Council unanimously voted to refer to the Zoning Commission a request to amend Planned Development Ordinance No. 1257 regarding new athletic fields and related facilities for McCulloch Intermediate School/Highland Park Middle School, located at 3520 Normandy Avenue.

C. Review, discuss, and take action on a proposed replat creating Lot 1R1, Block 170/2 of the Highland Park Shops Addition, a replat of Lots 1 through 6, Block 2, Highland Park Acreage Addition, Lot 1R, Block 170/2, Corrigan Oak Lawn Addition, a part of Prescott Avenue, and a part of Wycliffe Avenue, located at 4200 Oak Lawn Avenue. Jeff Armstrong, AICP, Director of Community Development, explained that in 2020, the Town Council approved Ordinance No. 2062, which abandoned the alley behind the Shops at Highland Park shopping center and small portions of Wycliffe and Prescott Avenues. In May 2020, the abandoned rights-of-way were conveyed to the owner of the shopping center. The Contract for Sale of the abandoned rights-of-way included a provision that the property should be replatted to include all the owner's property, including the portions of right-of-way purchased from the Town. The property owner is now in the process of undertaking the replat to provide outdoor seating areas in the front corners of the building for restaurant patrons. In response to a question raised by Council Member Myers, Mr. Armstrong confirmed that there will be no seating in the easement. The outdoor seating cannot meet Town ordinances without a replat of the property, primarily due to lot coverage limitations.

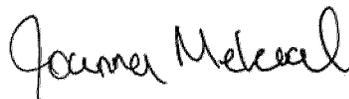
In response to a question raised by Council Member Friedman, Mr. Armstrong explained that this replat will not allow construction on the easement where the alley previously existed, nor can any buildings be placed on the portion of the property that includes the parking lot located behind the building, east of the easement. On a motion made by Mayor Pro Tem Don Snell, seconded by Council Member Lydia Novakov, the Town Council unanimously voted to approve the replat creating Lot 1R1, Block 170/2 of the Highland Park Shops Addition, a replat of Lots 1 through 6, Block 2, Highland Park Acreage Addition, Lot 1R, Block 170/2, Corrigan Oak Lawn Addition, a part of Prescott Avenue, and a part of Wycliffe Avenue, located at 4200 Oak Lawn Avenue.

D. Review, discuss, and consider authorizing the Town Administrator to execute a contract with the Mejorando Group for Strategic Planning and Facilitation Services. Chelsey Gordon, Director of Policy Development and Strategic Initiatives, stated that Town staff conducted a Request for Proposals ("RFP") for strategic planning and facilitation services. The RFP process resulted in the Town receiving eleven proposals. The Town Administrator, Assistant Town Administrator, and Director of Policy Development and Strategic Initiatives ranked each proposal. Interviews were conducted by the Town Council on April 9, 2025, with the top four firms. Based on the proposals received and interviews, the Mejorando Group was selected to conduct the Town's strategic planning process. A resident survey is anticipated to be conducted by a separate firm during June and July. The Mejorando Group will be assisting in question development during May. On a motion made by Council Member Alan Friedman, seconded by Council Member Marc Myers, the Town Council unanimously voted to approve authorizing the Town Administrator to execute a contract with the Mejorando Group for Strategic Planning and Facilitation Services.

Mayor Beecherl adjourned the Town Council meeting at 8:26 a.m.

Approved on the 20th day of May 2025.

ATTEST:



Joanna Mekeal
Town Secretary

APPROVED:



Will C. Beecherl

Mayor