

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 21, 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 Leland White 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. CONSENT AGENDA

On a motion made by Council Member Alan Friedman, seconded by Council Member Marc Myers, the Town Council voted unanimously to approve Items A. through E. 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 authorizing the Town Administrator to execute a contract with Core & Main LP for the purchase of materials necessary for maintenance of the Town's infrastructure.*
- B. *Take action on an ordinance amending Chapter 7, Municipal Court, Article 7.02, Court Costs, of the Code of Ordinances and establishing the Consolidated Municipal Court Building Security and Technology Fund.*
- C. *Take action on a Resolution declaring support for each member City of the Dallas Area Rapid Transit ("DART") to have a member on the DART Board of Directors.*
- D. *Take action on the minutes of the Town Council meeting held on October 7, 2025.*
- E. *Take action on the minutes of the Town Council study session held on October 7, 2025.*

V. PROCLAMATION

A. *Mayor Will C. Beecherl will read a proclamation recognizing October 28, 2025, as National First Responders Appreciation Day.* Mayor Beecherl read the proclamation and thanked the First Responders staff for their hard work and dedication.

B. Mayor Will C. Beecherl will read a proclamation recognizing November 3–7, 2025, as National Municipal Courts Week. Mayor Pro Tem Snell read the proclamation on behalf of Mayor Beecherl and thanked the National Municipal Court staff for their unwavering commitment.

VI. MAIN AGENDA

A. Review, discuss, and take action on a resolution providing for a fee of thirty percent (30%) on all court-imposed fines, fees, court costs, and other debts that are more than sixty (60) days past due; approving a contingent fee contract with Perdue Brandon Fielder Collins & Mott L.L.P. for collection of the delinquent fines, fees, costs and debts; and authorizing the Town Administrator to execute the contract. Gerri Robeson, Municipal Court Administrator, explained that as of October 14, 2025, there were 2,816 outstanding warrants totaling \$874,617.90 in uncollected court-ordered fines, fees, and costs that were more than 60 days past due. Pursuant to Article 103.0031 of the Texas Code of Criminal Procedure, municipalities may contract with a private firm or attorney to collect delinquent court-ordered debts and may add a collection fee of up to 30 percent to each account referred, paid by the defendant at no additional cost to the Town. The Town proposes entering a contract with Perdue Brandon Fielder Collins & Mott, L.L.P. (“Perdue”), a law firm specializing in governmental collections. Perdue has extensive experience with municipal court collections across Texas and currently provides collection services for the Town’s delinquent property taxes. On a motion made by Council Member Lydia Novakov, seconded by Mayor Pro Tem Don Snell, the Town Council voted unanimously to approve a resolution providing for a fee of 30% on all court-imposed fines, fees, court costs, and other debts that are more than 60 days past due; approving a contingent fee contract with Perdue Brandon Fielder Collins & Mott L.L.P. for collection of the delinquent fines, fees, costs and debts; and authorizing the Town Administrator to execute the contract.

B. Review, discuss, and take action to approve an ordinance to amend the Code of Ordinances, Chapter 12, Traffic and Vehicles, Article 12.07 Stopping, Standing and Parking, Division 6, Residential-Only Parking Permit Area, Section 12.07.183 (b), removing the 3500 Block of Gillon Avenue from the Daytime Permit Parking Areas (resident-only parking). Lori Chaping, P.E., Director of Engineering, explained that this item is to remove the 3500 Block of Gillon Avenue (north and south sides) from the resident-only parking designation previously approved by the Town Council on June 17, 2025. Due to ongoing construction-related congestion and parking demand in the southeast area of town, resident-only parking was initially implemented. A petition requesting the removal of this designation was submitted by 10 of the 15 affected residents (67%). The proposed ordinance amendment removes the 3500 Block of Gillon Avenue from the list of Daytime Permit Parking Areas and updates Sections 12.07.181 and 12.07.186(c) to clarify service vehicle regulations. James Jennings, 3510 Gillon Avenue, stated that he had not received notice that his block would be designated as resident-only parking and expressed his support for the proposed ordinance to remove this designation. In response to a question from Council Member Myers, Mr. Jennings acknowledged that once construction on Knox Street is complete, and if

parking becomes problematic along his block, residents may reconsider and request that the designation be reinstated. On a motion made by Council Member Leland White, seconded by Council Member Lydia Novakov, the Town Council voted unanimously to approve an ordinance to amend the Code of Ordinances, Chapter 12, Traffic and Vehicles, Article 12.07 Stopping, Standing and Parking, Division 6, Residential-Only Parking Permit Area, Section 12.07.183 (b), removing the 3500 Block of Gillon Avenue from the Daytime Permit Parking Areas (resident-only parking).

C. Review, discuss, and take action to extend the construction time period for a single-family residence at 3806 Beverly Drive from December 26, 2025, to August 24, 2026. An extension of eight months. Jeff Armstrong, A.I.C.P., Director of Community Development, explained that Porter Fuqua of Porter Fuqua Architects is requesting a third building permit extension. The original permit was issued on September 23, 2021. A 12-month extension was granted on May 2, 2023, following a request in April 2023. A second request in August 2024 sought a 21-month extension; Town Council approved a 15-month extension to December 26, 2025. The first extension was due to extensive excavation for a 40-foot-deep basement. The second cited interior design team changes, weather delays, and continued basement work. The project involves renovating 9,617 sq. ft. of existing space and adding 14,041 sq. ft., for a total of 23,534 sq. ft. under roof. To mitigate construction impacts, staff developed a Construction Management Plan limiting parking to six placards, with on-site and adjacent street parking available. On a motion made by Mayor Pro Tem Don Snell, seconded by Council Member Lydia Novakov, the Town Council voted unanimously to approve the construction time for a single-family residence at 3806 Beverly Drive from December 26, 2025, to August 24, 2026.

D. Review, discuss, and take action to extend the construction time period for a new single-family residence at 4009 Armstrong Avenue from September 30, 2025, to December 15, 2025. An extension of two and one-half months. Jeff Armstrong, A.I.C.P., Director of Community Development, stated that Bob Tabesh of Avandon LLC is requesting a second building permit extension. The initial 90-day extension approved in December 2024 expired on March 13, 2025, followed by a nine-month extension that expired on September 30, 2025. The current request seeks an additional two and one-half months, establishing a new completion deadline of December 15, 2025. The applicant cited the need for additional time due to an unanticipated requirement to upgrade the irrigation meter, which involves plan submittal, review, installation, and inspection. Remaining work includes drainage improvements, landscaping, and sidewalk installation. A proposed parking plan was submitted, providing 15 on-site spaces and additional parking along Armstrong Avenue, with no parking proposed on Lakeside Drive. A previous erosion-control issue near Turtle Creek has been resolved, and there have been no other maintenance or parking violations. On a motion made by Council Member Lydia Novakov, seconded by Council Member Marc Myers, the Town Council voted unanimously to approve the construction time for a new

single-family residence at 4009 Armstrong Avenue from September 30, 2025, to December 15, 2025.

E. Review, discuss, and take action on the Texas Municipal League Region 13 Director Ballot. Joanna Mekeal, T.R.M.C., stated that the Town of Highland Park has received the official ballot and candidate bios for the Texas Municipal League ("TML") Region 13 Director position on the TML Board of Directors. Emails and letters were also received from the candidates. In the past, regional director elections were conducted during regional meetings. However, following updates to the TML Constitution in 2023, these elections are now centrally managed by TML. TML is divided into 15 regions, each represented on the Board. Each term lasts two years, with the upcoming term commencing on October 31, 2025, at the close of the TML Annual Conference, and concluding on October 15, 2027, at the conclusion of the 2027 Annual Conference. Mayor Beecherl stated that he spoke with Wes Mays, the Mayor of Coppell, over the phone and was engaged and eager to serve on the board. Council Member Lydia Novakov added that based on his bio, he seems to be the most qualified. On a motion made by Council Member Lydia Novakov, seconded by Council Member Alan Friedman, the Town Council voted unanimously to cast a vote for Wes Mays, the Mayor of Coppell, on the Texas Municipal League Region 13 Director Ballot.

VII. ADJOURNMENT

Mayor Beecherl adjourned the Town Council meeting at 8:34 a.m.

APPROVED on the 4th day of November 2025.

APPROVED:



Will C. Beecherl
Mayor

ATTEST:



Joanna Mekeal
Town Secretary