

## TOWN OF WESTOVER HILLS

### MINUTES

**Town Council Meeting  
Tuesday, March 19, 2013  
Westover Hills Town Hall**

**Present:**

Mayor Stephen Tatum  
Mayor Pro Tem Kelly Thompson  
Council Member Jack Koslow  
Council Member John R. Thompson III  
Council Member Marcus Snyder  
Council Member Elliot Goldman

**Staff Present:**

David Burgess, Town Administrator/Police Chief  
Tim Chambers, Public Works Director  
Randy McKee, Building Official  
Penny Spikes, City Secretary  
Mary Barkley, City Attorney

A meeting of the Westover Hills Town Council was scheduled for 6:00 p.m. on Tuesday, March 19, 2013 at the Westover Hills Town Hall pursuant to written notice posted on Friday, March 15, 2013.

**1. Call To Order.**

With a quorum of Council Members present, Mayor Stephen Tatum called the meeting to order at 6:03 p.m.

**2. Approve minutes of February 19, 2013 council meeting.**

Council Member Jack Koslow made the motion, seconded by Council Member Marcus Snyder, that the Minutes of the Town Council Meeting on February 19, 2013 be approved. The motion carried unanimously.

**3. Review of the FY2012 Financial audit.**

Mr. Kelly Thompson introduced Ms. Linda Low of Rylander, Clay & Optiz, the accounting firm which conducted the Town's audit. Ms. Low discussed the audit findings and the Town's current financial situation. Although internal control deficiencies were identified during the audit, Ms. Low stated that these have been resolved by moving the accounting in-house.

**4. Financial Statement.**

Town Administrator David Burgess presented the Town financial statements dated March 15, 2013. Mr. Kelly Thompson informed Council that the new financial reporting format, which will make budgeting easier, is almost complete and will be ready to present at the next council meeting.

**5. Activity Report.**

Town Administrator David Burgess presented the Activity Report to Council and answered questions regarding the police activity portion. Mr. Burgess also explained that the Activity Report will be included with the new financial reports going forward.

**6. Discuss and take action on a variance to construct a wall 8'9" in height at 2004 Canterbury Drive.**

Building Official Randy McKee presented the construction plans to Council along with numerous illustrations of the project. Mrs. Loth and her contractor addressed Council and explained that the need for the wall was a safety concern. Council did not vote on the variance due to the fact that Mr. Taylor, resident of 2000 Canterbury, still has objections to the appearance of the wall. Council generously offered to hold a Special Meeting to approve the variance if Mrs. Loth and Mr. Taylor could come to an agreement.

**7. Discussion and take action on three variances at 30 Valley Ridge to:**

- **Construct a front fence beyond the Building Line**
- **Construct a front fence over 4 ft. in height**
- **A variance to build in the City's easement**

Building Inspector Randy McKee presented the construction designs and diagrams to Council. Mr. Holland Walsh, resident of 30 Valley Ridge, explained his position and requested that Council approve the variances. Following a discussion of building options between Mr. Holland and Mr. John Thompson, Mr. Holland withdrew all three variance requests.

**8. Discuss and take action on request to adjust water bill at 2005 Canterbury Drive.**

Public Works Director Tim Chambers explained to Council that the resident had a water leak during the month of February and is seeking relief of their inflated monthly water bill and new sewer rate, which is based on water usage. Mr. Marcus Snyder suggested the water and sewer bill be reduced by the contribution amount generated by the leak.

Council Member Marcus Snyder, seconded by Council Member John Thompson, made the motion to approve the request. The motion carried unanimously.

**Executive Session.**

Mayor Stephen Tatum adjourned the regular meeting to convene into Executive Session at 7:20 p.m. to discuss the following:

1. Seek the advice of its attorneys concerning the following pending or contemplated litigation or other matters that are exempt from public disclosure under Article X, Section 9 of the Texas State Bar Rules and as authorized by Section 551.071 of the Texas Government Code:
  - a. Legal issues concerning any item listed on today's City Council meeting agendas.

2. Deliberate the purchase, exchange, lease, or value of real property in accordance with Section 551.072 of the Texas Government Code. Deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third party; and
3. Deliberate the deployment, or specific occasions for implementation, of security personnel or devices, in accordance with Section 551.076 of the Texas Government Code.
4. Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, in accordance with Section 551.074 of the Texas Government Code.

Mayor Stephen Tatum adjourned the Executive Session at 7:45 p.m. to reconvene into the regular meeting.

**9. Adjournment.**

There being no further business, Mayor Stephen Tatum adjourned the meeting at 7:45 p.m.

Attest:

Approved:

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Penny Spikes  
City Secretary

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Stephen Tatum  
Mayor