

TOWN OF WESTOVER HILLS

MINUTES

**Town Council Meeting
Tuesday, January 15, 2012
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

Special Note: These are minutes of the January 15, 2013 Town Council Meeting. The heading date was an error and was not corrected prior to acceptance by the Town Council at the February 2013 Council Meeting.

Staff Present:

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

A meeting of the Westover Hills Town Council was scheduled for 6:00 p.m. on Tuesday, January 15, 2013 at the Westover Hills Town Hall pursuant to written notice posted on Friday, January 11, 2013.

1. Call To Order.

With a quorum of Council Members present, Mayor Stephen Tatum called the meeting to order at 6:04 p.m.

2. Approve minutes of December 4, 2012 council meeting.

Council Member Jack Koslow made the motion, seconded by Council Member Marcus Snyder, that the Minutes of the Town Council Meeting on December 4, 2012, as revised, be approved. The motion carried unanimously.

3. Financial Statements.

Town Administrator David Burgess presented the Town financial statements dated January 11, 2013 and explained that Rylander, Clay & Opitz is currently conducting an audit of last year's financials. Mr. Kelly Thompson made the motion to have an outside agency, possibly RCO, conduct the month-end close and print the monthly reports. The motion was seconded by Mr. Jack Koslow and carried unanimously.

4. Discuss and take action on two variance requests for 1201 Shady Oaks Lane. One variance is the installation of a 4.5' retaining wall on the front of the property, which will block the view of the residence. The second variance is the installation of a lateral running hardwood fence on the north side of the property.

The contractor for Mr. Mike Stinson explained that the variance request is solely due to the new fence partially blocking the view of the residence. The Mayor reviewed the responses received by neighboring residents and none contained objections to the project. Mr. Marcus Snyder who supported the project made the motion, seconded by Mr. John Thompson, to approve the variance. The motion carried unanimously.

5. Discussion with Leslye Nunnelee on the feasibility of placing a gatehouse within the city owned right-of-way at 45 Westover Drive.

Ms. Nunnelee explained that the gatehouse is being constructed for safety and security reasons, as well as property enhancement. Chris Wild, a civil engineer with Dunaway Associates, presented the project in detail. The representatives of Mr. Bass were simply making the Town and Council aware of their intentions, not seeking approval at this time. Building Inspector Randy McKee made mention that the planned building location is a dedicated utility easement and the utility companies will need to sign off on the project before the Council can consider making any final decisions. No action was taken.

Council Member John Thompson, seconded by Council Member Jack Koslow, made the motion to approve the variance. The motion carried unanimously.

6. Discussion on the Westover Hills Public Works Department.

Public Works Director Tim Chambers briefed the Council on staffing, current projects and upcoming project plans for 2013.

7. Executive Session.

Mayor Stephen Tatum adjourned the regular meeting to convene into Executive Session at 7:05 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 8:00 p.m. to reconvene into the regular meeting.

8. Adjournment.

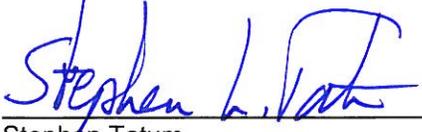
There being no further business, Mayor Stephen Tatum adjourned the meeting at 8:00 p.m.

Attest:



Penny Spikes
Acting City Secretary

Approved:



Stephen Tatum
Mayor