

# TOWN OF WESTOVER HILLS

## MINUTES

**Town Council Meeting  
Tuesday, April 19, 2016**

**Present:**

Mayor Pro Tem Kelly Thompson  
Council Member John Thompson III  
Council Member Marcus Snyder  
Council Member Jack Koslow  
Council Member Elliot Goldman

**Staff Present:**

Lyle Dresher, Town Administrator  
Penny Spikes, Town Secretary  
David Burgess, Police Chief  
Tim Chambers, Public Works Director  
Jack Thompson, Chief Building Official  
Stan Lowry, Town Attorney

**Absent:**

Mayor Stephen L. Tatum

The meeting of the Town of Westover Hills Town Council commenced at 6:01 P.M. Tuesday, April 19, 2016, at the Westover Hills Town Hall pursuant to written notice posted Friday, April 15, 2016.

**1. Call To Order.**

With a quorum of Town Council Members present, Mayor Pro Tem Kelly Thompson called the meeting to order at 6:01 P.M.

**2. Consider approval of the minutes of the Special Town Council Meeting of March 15, 2016.**

Council Member Jack Koslow made the motion, seconded by Council Member Marcus Snyder, that the minutes of the March 15, 2016, meeting be approved. The motion carried unanimously.

**3. Consider approval of the minutes of the Town Council Meeting of March 30, 2016.**

Council Member Jack Koslow made the motion, seconded by Council Member Marcus Snyder, that the minutes of the March 30, 2016, Special meeting be approved. The motion carried unanimously.

**4. Review of the Financial Statements for March 2016.**

Paul Kelsey, BDO, stated everything was normal except that cash in both the General and Water Funds is above budget due to timing variances.

**5. Request to address the Town Council on the Town Security Camera project.**

Mrs. Holloway, 6205 Indian Creek Drive, addressed Council to express her concern regarding several criminal incidents at her residence over the last few years. Mrs. Holloway explained in 2014 packages were stolen from her front porch, in 2015 her construction crew had equipment stolen and this month a man was caught on her home security camera urinating on her front door.

Mrs. Holloway would like to know when the Town's new security cameras will be installed and operational because a deterrent is needed.

6. **CITIZENS FORUM: The opportunity for citizens to address the Town Council on any non-agenda item (limit of 5 minutes per person). In accordance with the TX Open Meetings Act, the Town Council cannot discuss a non-agenda item at this time.**

No residents addressed the Town Council.

7. **Variance –1517 Shady Oaks Lane: Discuss and consider a Resolution approving a variance to the Town's Use of Buildings and Structures Ordinance relating to the construction of an eight foot (8') ornamental (metal) fence along the rear and east property lines of the residence at 1517 Shady Oaks Lane.**

Jack Thompson, Building Official, explained that Mr. Ken Broadie, 1517 Shady Oaks Lane, would like to construct an eight foot (8') ornamental iron fence at the back property line and the east side property line to improve the landscaping along Westover Drive and to provide security for the property. Mr. Thompson stated twenty letters were sent to surrounding residents and only one letter of opposition was returned.

It was decided that Mr. Broadie should speak with the neighbor opposing the project and attempt to reach a resolution. The variance was deferred to the May meeting.

8. **Codification Review of Town Ordinances (continued): Continue review, discussion and consideration of any action necessary relating to the codification of the Town's Ordinances as prepared by Franklin Legal Publishing.**

Kirk Franklin, Franklin Legal Publishing, explained the codification of the Town's adopted Ordinances and stated that no changes were made to any ordinance other than spelling and for clarification. The process also included review and comment by the Town Attorney and Town Administrator on Franklin's preliminary draft. Mr. Franklin then reviewed the suggested clarifications with the Town Council and received comments thereon. Mr. Franklin will incorporate Council suggestions in the final draft and present to Council for approval.

9. **Review and consider any action deemed necessary relating to a report by Chief Burgess concerning Westover Hills Police Department's increases in calls for service and staffing.**

Police Chief David Burgess described the recent increase in Police Department calls for service, though noted that a significant portion of the increase may be attributable to an improvement in the level of detail captured by the department's activity tracking processes. The Chief also described certain recent Police Department staffing challenges. A discussion followed regarding various alternatives for resolving these challenges as well as the council's view that resident safety and security is the Town's highest priority.

10. **Capital Improvement Project update.**

Tim Chambers, Public Works Director, stated the Valley Ridge Road curb and the Westover Terrace Storm Inlet projects were completed in April.

11. **Update on Town security camera installation.**

Lyle Dresher, Town Administrator, stated five of the six pedestals have been poured and the infrastructure has been installed in the Police Department. Mr. Dresher stated the delays are due to the powder coating process being three weeks behind schedule and attempting to coordinate two utility companies.

**ADJOURN TO EXECUTIVE SESSION**

**A. Pursuant to Section 551.071(2) of the Texas Government Code, the Town Council will conduct a closed session to seek legal advice from its Attorney.** Executive Session convened at 8:12 P.M.

**B. Reconvene to Open Regular Session.** Reconvened to Open Session at 8:15 P.M.

**Take any action, if necessary, resulting from Executive Session Item.**

No action taken.

**12. TOWN COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS AND/OR REPORTS.**

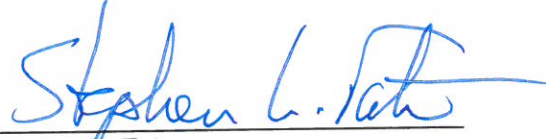
No requests.

**13. Adjournment.**

There being no further business to discuss, Mayor Pro Tem Kelly Thompson adjourned the meeting at 8:16 P.M.

Approved:

  
\_\_\_\_\_  
Penny Spikes  
Town Secretary

  
\_\_\_\_\_  
Stephen L. Tatum  
Mayor