

# TOWN OF WESTOVER HILLS

## MINUTES

**Town Council Meeting  
Tuesday, July 18, 2017**

### **Present:**

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

### **Staff Present:**

Joseph S. Portugal, Town Administrator  
Penny Spikes, Town Secretary  
David Burgess, Police Chief  
Tim Chambers, Public Works Director  
Jack Thompson, Community Development Director

### **Absent:**

Mayor Stephen L. Tatum  
Council Member Elliot Goldman

The meeting of the Town of Westover Hills Town Council commenced at 6:00 P.M. Tuesday, July 18, 2017, at the Westover Hills Town Hall pursuant to written notice posted Friday, July 14, 2017.

### **CALL TO ORDER**

With a quorum of Town Council Members present, Mayor Pro Tem Kelly Thompson called the meeting to order at 6:04 P.M.

### **CITIZEN'S FORUM**

No residents addressed Council.

#### **1. CONSENT AGENDA**

##### **A. Minutes of the June 20, 2017 Regular Meeting.**

Council Member Jack Koslow made the motion, seconded by Council Member John Thompson, that the minutes of the June 20, 2017 meeting be approved as amended. The motion carried unanimously.

#### **2. Financial Statements.**

Paul Kelsey, BDO, advised Council that the City of Fort Worth Water Department's Rate of Use true-up cost for fiscal 2017 could be higher than previously anticipated due to the higher-than-expected maximum hourly and maximum daily usage rates experienced so far in fiscal 2017.

#### **3. Quarterly Investment Report.**

Joseph S. Portugal, Town Administrator, presented the Quarterly Investment Report to Council.

**4. Receive A Report, Hold A Discussion And Give Staff Direction Regarding Street Signs.**

Council opted to install blue street signs with white lettering in order to more clearly delineate the Town's boundaries with the City of Fort Worth, which uses green street signs. Council directed Tim Chambers, Public Works Director, to provide all Council Members with design and color options for the poles.

Council Member Jack Koslow made the motion, seconded by Council Member John Thompson, to approve the sign design, subject to final approval of the font selection and pole alternatives by Council Member Kelly Thompson. The motion carried unanimously.

**5. ORDINANCES**

**A. Consider Adoption Of Ordinance No. 17-05, An Ordinance Of The Town Council Of The Town Of Westover Hills, Texas; Amending And Replacing The Code Of Ordinances Of The Town Of Westover Hills, Chapter 4, Article 4.02, "Itinerant Vendor And Contractors"; With A New Article 4.02, "Door-To-Door Vendors And Handbills"; Regulating Home-To-Home Solicitation; Providing A Penalty By Fine Not To Exceed Five Hundred Dollars (\$500); Providing A Savings Clause; Repealing Conflicting Ordinances; And, Providing An Effective Date.**

Council proposed that the following changes be made to the Solicitation Ordinance and the ordinance be resubmitted for approval next month:

- 1) Extend the ordinance's liability provisions to apply not only to the individual conducting the soliciting, but also to the individual's employer and to the company on behalf of which the soliciting is being conducted
- 2) Enable the Police Department to conduct whatever background investigations it deems necessary regarding those who apply for permits to conduct solicitations in the Town
- 3) Provide the Police Department with up to 30 days to review solicitation permit applications
- 4) Establish a solicitation permit application fee of \$50
- 5) Limit the days and hours during which solicitations can occur to Monday through Saturday from 9 A.M. to 4 P.M.
- 6) Limit the validity of each solicitation permit to no more than 5 business days

Council Member John Thompson made the motion, seconded by Council Member Marcus Snyder, to table the item until the August meeting. The motion carried unanimously.

**B. Consider Adoption Of Ordinance No. 17-07, An Ordinance Of The Town Council Of The Town Of Westover Hills, Texas; Establishing A New Article 6.04 , "Street Maintenance", Of Chapter 6, "Health And Sanitation" Of The Code Of Ordinances Of The Town Of Westover Hills, Texas; To Provide Uniform Rules And Regulations Governing The Maintenance Of Streets, Public Rights-Of-Way And Drainage Culverts In The Town; Setting Forth Purpose; Establishing Authority And Scope; Providing Definitions; Providing A Penalty Clause; Providing A Severability Clause; And, Providing An Effective Date.**

Mayor Pro Tem Kelly Thompson expressed some concern that the ordinance, as drafted, may not clearly express the principal objective to have parties responsible for tracking mud on the streets to clean up the streets, and offered to provide some recommended edits. Council Member John Thompson made the motion, seconded by Council Member

Marcus Snyder, to table the item until the August meeting. The motion carried unanimously.

**6. RESOLUTIONS**

- A. Consider Approval Of Resolution No. 17-10, A Resolution Of The Town Council Of The Town Of Westover Hills, Texas; Authorizing The Town Administrator To Expend Funds For Electrical Service For Landscape Projects.**

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

- B. Consider Approval Of Resolution No. 17-11, A Resolution Of The Town Of Westover Hills, Texas; Finding That Oncor Electric Delivery Company LLC's ("Oncor" Or "Company") Application To Change Rates Within The Town Should Be Denied; Finding That The Town's Reasonable Rate Expenses Shall Be Reimbursed By The Company; Finding That The Meeting At Which This Resolution Is Passed Is Open To The Public As Required By Law; Requiring Notice Of This Resolution To The Company And Legal Counsel.**

Council Member Jack Koslow made the motion, seconded by Council Member Marcus Snyder, to approve the resolution. The motion carried unanimously.

- C. Consider Approval Of Resolution No. 17-12, A Resolution Of The Town Council Of The Town Of Westover Hills, Texas; Authorizing Continued Participation With The Atmos Cities Steering Committee; And Authorizing The Payment Of Two Cents Per Capita To The Atmos Cities Steering Committee To Fund Regulatory And Related Activities Related To Atmos Energy Corporation.**

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

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

Council Member Jack Koslow would like to discuss the Town's employee retirement plan at some point.

**8. CLOSED SESSION**

**Closed Session Pursuant To Chapter 551. Texas Local Government Code V.T.C.S. (Open Meetings Law), In Accordance With The Authority Contained In Section §551.071 Legal, Section §551.072 Real Estate, Section §551.074 Personnel And Section §551.076 Security Devices.**

- A. Legal - Under Texas Government Code, Section §551.071 And Rule 1.05 Professional Rules of Conduct.**
- B. Real Estate - Under Texas Government Code, Section §551.072.**
- C. Personnel - Under Texas Government Code, Section §551.074.**
- D. Deliberation Regarding Security Devices or Security Audits - Under Texas Government Code, Section §551.076.**

**1. Discussion Regarding The Deployment And Implementation Of Closed Circuit Security Cameras.**

Any final action, decision or vote on a matter deliberated in Closed Session will be taken in an Open Meeting that is held in compliance with Texas Government Code Chapter 551. The Town Council reserves the right to convene in Closed Session as authorized by the Texas Government Code Section §551.001, Et. Seq. (Texas Open Meetings Act) on any item on its Open Meeting Agenda or to reconvene in a continuation of a Closed Meeting items noted above, in accordance with the Texas Open Meetings Act, including without limitation Sections §551.071-§551.085 of the Texas Open Meetings Act.

Executive Session convened at 7:32 P.M. to discuss Town security cameras.

Reconvened to Open Session at 8:21 P.M.

**9. Discuss And Consider Possible Action Regarding The Deployment And Implementation Of Closed Circuit Security Cameras.**

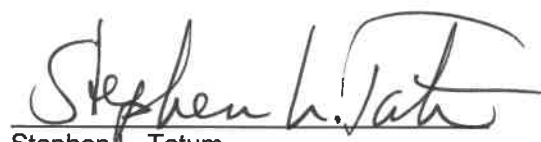
No action taken.

**10. Adjournment.**

There being no further business to discuss, Mayor Pro Tem Kelly Thompson adjourned the meeting at 8:22 P.M.

Approved:

  
Penny Spikes  
Town Secretary

  
Stephen L. Tatum  
Mayor