

TOWN OF WESTOVER HILLS

MINUTES

**Town Council Meeting
Tuesday, December 12, 2017**

Present:

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

Absent:

Council Member Stephen L. Tatum
Council Member Elliot Goldman

Staff Present:

Penny Spikes, Town Secretary
David Burgess, Police Chief
Tim Chambers, Public Works Director
Jack Thompson, Community Development Director

The meeting of the Town of Westover Hills Town Council commenced at 6:00 P.M. Tuesday, December 12, 2017, at the Westover Hills Town Hall pursuant to written notice posted Friday, December 8, 2017.

1. Call to order.

With a quorum of Town Council Members present, Mayor Kelly R. Thompson called the meeting to order at 6:00 P.M.

2. Minutes of the October 17, 2017 Town Council Meeting.

Council Member John Thompson III made the motion, seconded by Council Member Marcus Snyder, to approve the minutes of the October 17, 2017 meeting. The motion carried unanimously.

3. Citizen's Forum.

Joe Bennett, candidate for the Tarrant Appraisal District Board of Directors, introduced himself and requested Council cast their votes for him in the current election.

FINANCE

4. Financial Statements.

Paul Kelsey, BDO, presented the draft October financial report.

PUBLIC WORKS

5. 2018 CIP. A discussion and presentation of the new 2018 CIP Recommendations and Mapping improvements.

Jacob Bell, Walker Partners engineer, presented a comprehensive evaluation of the Town's total infrastructure (streets, water, sanitary sewer and storm sewer systems) as requested by the

council with respect to the council's ongoing evaluation of a Capital Improvement Program. In conducting their evaluation, Walker prepared extensive digital GIS maps of all infrastructure and facilities throughout the Town, and walked all streets to survey and document areas in need of repair. Walker segregated their recommendations into two tiers, with Tier 1 representing higher ranking immediate needs projects, and Tier 2 representing lower ranking projects that could be deferred into the future. Tier 1 represented six (6) projects totaling an estimated \$3,108,000 in costs recommended to be constructed over 2019 - 2022, primarily replacing certain water and sanitary sewer lines and repaving affected streets all located in New Westover. Tier 2 represented 19 projects totaling an estimated \$7,921,000 to be addressed in future years.

Council agreed to review these recommendations in 2018. No action was taken.

6. **Sign Ordinance.** Discuss revising Sign Ordinance to include exemptions for school sports-specific signs and non-profit signs.

No action taken.

7. **No Parking Signage.** Discuss options for improving the appearance of No Parking signage.

Jack Thompson, Community Development Director, presented permanent No Parking signage options to replace temporary No Parking pedestal signs in some areas. Council directed staff to prepare an ordinance and an accompanying map identifying the proposed areas recommended for permanent no parking restriction for consideration at the January 2018 regular council meeting.

8. **Leak Adjustment Policy.** Leak Adjustment Policy. Discussion on appropriate Leak Adjustment Policy for the Public Works Department.

Tim Chambers, Public Works Director, presented a new Leak Adjustment Policy that allows a resident to receive a credit for water loss attributable to a leak on the resident's side of the water meter. The available credit, if requested by a resident, is calculated as 42% of the water billing rate (the estimated gross profit) for the volume of water in excess of average monthly water volume for latest 12 months, limited to a maximum adjustment period of 30 days, and may include an adjustment of the sewer rate if it has been impacted by the leak. Any credit would require proof of repair of the leak, and no more than one leak adjustment credit may be requested per year.

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

POLICE

9. **Court Fines and Fees Collection Services Contract and Ordinance.** Consider approval of a contract for court fines and fees collection services and adoption of Ordinance 17-14 approving the services contract.

David Burgess, Chief of Police, presented a contract for collections services with Perdue, Brandon, Fielder, Collins & Mott, L.L.P. providing for collection of delinquent fines.

Council Member Marcus Snyder made the motion, seconded by Council Member John Thompson III, to adopt Ordinance 17-14 to approve the contract for collections services. The motion carried unanimously.

COMMUNITY DEVELOPMENT

10. Community Development Activities Report.

Nothing to report.

NEW BUSINESS

11. Budget Amendment Ordinance. Consider adoption of Ordinance 17-08 to amend the FY 2018 Budget.

Item tabled.

12. Resolution Supporting TAD Board Member. Consider approval of Resolution 2017-22 supporting Joe Bennett for Board Member of the Tarrant Appraisal District.

Council Member John Thompson III made the motion, seconded by Council Member Jack Koslow, to approve Resolution 2017-22 casting all of the Town's three (3) votes for candidate Joe Bennett. The motion carried unanimously.

ADMINISTRATION

13. Provisions Required In Goods and Services Contracts. Discuss and consider action on recent statutory requirements for entering into goods and services contracts.

No action taken.

14. Future agenda items or reports.

Council would like something on a Community Improvement/Beautification Plan presented at the January Council Meeting.

EXECUTIVE SESSION

15. Closed Meeting. Town Council will conduct a closed meeting to discuss matters permitted by the following sections of Chapter 551 of the Texas Government Code. Town Council reserves the right to convene in Executive Session on any item on its Open Meeting Agenda in accordance with Chapter 551 of the Texas Government Code.

1. Legal (Texas Government Code, Section §551.071 and Rule 1.05 Professional Rules of Conduct)
2. Real Estate (Texas Government Code, Section §551.072)
3. Personnel (Texas Government Code, Section §551.074)
4. Security devices or security audits (Texas Government Code, Section §551.076)

16. Reconvene in Open Session.

17. Adjournment.

There being no further business to discuss, Mayor Kelly R. Thompson adjourned the meeting at 7:27 P.M.

Approved:



Penny Spikes
Town Secretary



Kelly R. Thompson
Mayor