

TOWN OF WESTOVER HILLS

MINUTES

**Town Council Meeting
Tuesday, February 20, 2018**

Present:

Mayor Kelly R. Thompson
Mayor Pro Tem Jack Koslow
Council Member Marcus Snyder
Council Member John Thompson III
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 6:02 P.M. Tuesday, February 20, 2018, at the Westover Hills Town Hall pursuant to written notice posted Friday, February 16, 2018.

1. Call to order.

With a quorum of Town Council Members present, Mayor Kelly R. Thompson called the meeting to order at 6:02 P.M.

2. Minutes of the January 16, 2018 Town Council Meeting.

Council Member Jack Koslow made the motion, seconded by Council Member Marcus Snyder, to approve the minutes of the January 16, 2018 meeting as amended. The motion carried unanimously.

3. Citizen's Forum.

No residents addressed Council.

FINANCE

4. Financial Statements.

Paul Kelsey, BDO, presented the draft January 2018 financial report.

5. FY2017 Audit Status.

Paul Kelsey, BDO, stated he has spoken with the auditors and all things are moving forward with no issues.

PUBLIC WORKS

6. Street Lights and Poles.

Tim Chambers, Public Works Director, stated there are 68 streetlight poles located in the Town. Replacing all streetlights with new LED fixtures and painting the poles will cost approximately \$24,162. Mayor Kelly Thompson stated the streetlights and poles were being reviewed as part of the beautification initiative. Councilmember Jack Koslow asked that the Town hire a landscape architect to assist with a comprehensive review of all possibilities to improve the Town. Mayor Thompson agreed to explore and hire a landscape architect. No action was taken on the streetlights.

7. Public Works Activities Report.

Nothing to report.

POLICE

8. No Parking Signage and Locations.

David Burgess, Chief of Police, stated the northwest and northeast corners of the intersection of Wyatt Drive and Valley Ridge Road should be designated and marked on the street as Fire Lanes due to driver visibility concern so that the temporary No Parking signs may be removed.

Council Member Steve Tatum made the motion, seconded by Council Member Jack Koslow, to amend to the Parking Ordinance to designate the northwest and northeast corners of the intersection of Wyatt Drive and Valley Ridge Road as fire lanes. The motion carried unanimously.

9. Camera Project.

David Burgess, Chief of Police, reported that he is reviewing the Vigilant Automated License Plate Reading program to improve the current security cameras. Vigilant is able to upload license plate information into a database to recognize residents and non-residents, and run each plate for criminal history. Chief Burgess will present the cost for conversion and implementation at the March Council Meeting.

10. 2017 Racial Profiling Report.

David Burgess, Police Chief, presented the 2017 Racial Profiling Report.

11. SirenGPS Emergency Notification System.

David Burgess, Chief of Police, presented the SirenGPS Emergency Notification System as an emergency alert system for Town residents. The system can send automated text, email and telephone messages to Town residents to alert of an immediate threat. Chief Burgess has evaluated several emergency notification systems and recommends to implement the SirenGPS system for its competitive cost and its unique feature to be able to determine the location of any 911 caller by cell phone within 5 meters of the caller's location that he views to be a material advantage to first responders.

Council Member Jack Koslow made the motion, seconded by Council Member John Thompson III, to authorize Chief Burgess to contract with SirenGPS to implement an emergency notification system. The motion carried unanimously.

12. Police Activity Report.

Nothing to report.

COMMUNITY DEVELOPMENT

13. Zoning Ordinance Amendments.

Jack Thompson, Community Development Director, reported on his concern that the current Zoning Ordinance does not provide for a property line setback for accessory buildings and recommended a drafted amendment to the ordinance to prohibit accessory buildings in the front and side yards, and provide for a rear yard setback. Council Member John Thompson questioned if accessory buildings should be prohibited from side yards. Council Member Elliot Goldman recommended accessory buildings should be allowed (a) in side yards if screened from view from the street and adjacent lots in Westover Hills, and (b) without a rear yard setback to any adjacent property that is not a Westover Hills lot. Mayor Kelly Thompson recommended that the accessory building zoning ordinance amendment be rewritten to incorporate these recommendations for consideration at the next council meeting.

Council Member Marcus Snyder made the motion, seconded by Council Member Elliot Goldman to table this item. The motion carried unanimously.

14. Public Hearing.

Jack Thompson, Community Development Director, presented the request for the replat of the property located at 5800 Merrymount Road. The proposed replat will adjust the property lines between the two lots but will not alter the Town's boundary lines.

Mayor Kelly R. Thompson opened the Public Hearing at 7:33 P.M.

No residents addressed Council regarding the proposed replat at 5800 Merrymount Road.

Mayor Kelly R. Thompson closed the Public Hearing at 7:33 P.M.

Council Member John Thompson made the motion, seconded by Council Member Elliot Goldman, to approve the proposed replat of the property located at 5800 Merrymount Road. The motion carried unanimously.

15. Community Development Activities Report.

Nothing to report.

NEW BUSINESS

16. Capital Improvement Program.

Nothing to report.

17. Town of Westover Hills Beautification Initiative.

Mayor Kelly R. Thompson stated that a landscape architect will be hired to assist with a comprehensive review of the Town.

18. Gated Entry Feasibility.

Mayor Kelly Thompson introduced Matthew Butler, Town Attorney, to explain the issues related to the concept being explored by the council to install gates at Town entries to improve security. Matthew Butler explained that a municipality may not restrict public access to a dedicated public street. A governing body may, however, permanently close a street. The Council discussed the potential to improve security by reducing the number of entries into the Town and the concern for the inconvenience caused for residents as a result of any street closure.

Mayor Kelly Thompson appointed Council Member John Thompson III (chair) and Council Member Jack Koslow to a committee to evaluate the possibility to close streets at some Town entries, in anticipation of holding a Town Hall meeting to scope the support of residents for street closures if recommended by the committee.

19. Investment Officer.

Mayor Kelly Thompson indicated there was no action necessary at this time.

19. Future agenda items or reports.

No requests.

EXECUTIVE SESSION

20. Closed Meeting.

Town Council convened in Executive Session at 8:03 P.M.

Closed Meeting. Town Council conducted a closed meeting to discuss matters permitted by the following sections of Chapter 551 of the Texas Government Code.

1. Real Estate (Texas Government Code, Section §551.072)
 - a. Deliberate the potential purchase of real property.
2. Personnel (Texas Government Code, Section §551.074)
 - a. Deliberate the vacant Town Administrator position.
3. Security devices or security audits (Texas Government Code, Section §551.076)
 - a. Deliberate security issues related to the camera system.


20. Reconvene in Open Session.

Town Council reconvened to Open Session at 8:23 P.M. No action taken.

20. Adjournment.

There being no further business to discuss, Mayor Kelly R. Thompson adjourned the meeting at 8:23 P.M.

Approved:



Penny Spikes
Town Secretary



Kelly R. Thompson
Mayor