

## **TOWN OF WESTOVER HILLS**

### **MINUTES**

**Town Council Meeting  
Tuesday, August 15, 2023 – 5:30 P.M.**

**Present:**

Mayor Kelly R. Thompson  
Mayor Pro Tem Elliot Goldman  
Councilmember Marcus Snyder  
Councilmember John Thompson III  
Councilmember Stephen L. Tatum

**Staff Present:**

Shannon Martinez, Police Chief  
Brenda Gurment, Town Secretary  
Jack Thompson, Community Development Director  
Tim Chambers, Public Works Director

**Absent:**

Councilmember Philip Williamson

The meeting of the Town of Westover Hills Town Council commenced at 5:30 p.m. Tuesday, August 15, 2023 at Westover Hills Town Hall pursuant to written notice posted Friday, August 11, 2023.

**1. Call to order.**

With a quorum of town councilmembers present, Mayor Kelly Thompson called the meeting to order at 5:36 P.M.

**2. Minutes of the June 20, 2023 Town Council Meeting.**

Councilmember Marcus Snyder made the motion, seconded by Councilmember Stephen Tatum, to approve the minutes of the June 20, 2023 council meeting. The motion carried unanimously.

**3. Citizen's Forum.**

No citizens addressed the Council.

### **FINANCE**

**4. FY2022 Audit Presentation.**

Wesley Carr, Brooks, Watson & Co., presented the FY2022 audited financial statements and reported the Town the highest level of assurance, a "clean" unmodified opinion.

**5. Financial Statements.**

Mayor Kelly Thompson presented the May and June 2023 financials.

**6. FY2024 Budget.**

Councilmember Marcus Snyder presented the initial draft of the FY2024 Budget.

Public Works Director Tim Chambers presented the Public Works budget requests.

- \$66,000 for a skid steer and jackhammer attachment that will improve the department's ability to quickly address water leaks.
- Convert the parks maintenance employee from part-time to full-time to maintain and improve appearances at town entries and the park.

Chief of Police Shannon Martinez presented the Police Department budget request.

- Increase in uniform allowance to establish a single supplier of uniforms for all officers including polo shirts for training exercises.
- \$3,500 for SWAT and EMR training.
- \$3,000 for minor equipment to update all medical kits.
- \$3,000.00 increase to cover snacks and water for the department and include work meeting lunches.
- \$1,000 increase for ballistic vest; vests have a five (5) year life.
- \$8,750 for mobile ticket riders to replace issuing paper citations. Initial cost is \$8,750 and recurring cost of \$4,000.00 per year.
- \$4,000 for new Digital Alley body cameras.
- Increase dispatchers starting pay from \$41,500 to \$43,500.
- Implementing incentive pay:
  - EMR certification - \$1,500
  - Vacation allowance - \$500
  - Language pay - \$50 per month.
  - Degree pay for associates (\$25) , bachelors (\$50) and masters (\$75) degrees.
- Working on a grant request to replace the radio system at an estimated cost of \$10,000 per radio.
- Proposing to install two (2) gates on Springs Road to increase the level of security by restricting vehicle traffic to Town Hall area outside of business hours.
- Considering subscribing to a shooting range for officer training at an annual cost of \$3,000.

Westover Hills has historically contracted with Westworth Village to utilize its jail for \$36,000 per year. Westworth Village has recently begun using the White Settlement jail for jailing purposes and has proposed to allow Westover Hills to "piggyback" on this jailing arrangement and continue the \$36,000 jail fee contract. However, White Settlement has offered to allow Westover Hills to use its jail and animal control facilities

at no cost. The Department is also working to establish a court agreement with White Settlement.

## **PUBLIC WORKS**

### **7. Public Works Activities Report.**

None.

## **POLICE**

### **8. Police Activities Report.**

None.

## **COMMUNITY DEVELOPMENT**

### **9. Public Hearing for Proposed Re-plat for 8 & 10 Westover Road**

Councilmember Elliot Goldman made the motion, seconded by Councilmember Marcus Snyder, to approve the re-plat for 8 & 10 Westover Road. The motion carried unanimously.

### **10. Public Hearing for Proposed Re-plat for 39 Valley Ridge Road.**

Councilmember Elliot Goldman made the motion, seconded by Councilmember John Thompson III, to approve the re-plat for 39 Valley Ridge Road. The motion carried unanimously.

### **11. Community Development Activities Report.**

A Building Project Report was distributed in the Council meeting packets for review by the Council.

## **NEW BUSINESS**

### **12. Oncor Rate Application.**

Councilmember Elliot Goldman made the motion, seconded by Councilmember John Thompson III, to adopt a resolution to deny Oncor's Application for Approval to Amend its Distribution Cost Recovery Factor and Update Mobile Generation Riders. The motion carried unanimously.

**13. Resolution For Approving a Settlement Between the Atmos Cities Steering Committee and Atmos Energy Corporation and an Attachment Benchmarking Pensions and Retiree Medical Benefits.**

Councilmember John Thompson III made the motion, seconded by Councilmember Marcus Snyder, to adopt a resolution to approve a negotiated settlement regarding the Atmos 2023 Rate Review Mechanism Filing. The motion carried unanimously.

**14. General Announcements.**

None.

**15. Future Agenda Items or Reports.**

The council agreed to hold a Special Council Meeting to conduct a FY2024 Budget Hearing on Tuesday, September 5, 2023 at 5:30 P.M.

**16. Future Council Meeting Time.**

See above.

**EXECUTIVE SESSION**

**17. Closed Meeting.**

There was no closed meeting.

**18. Reconvene in Open Session.**

**19. Adjournment.**

There being no further business, Mayor Kelly Thompson adjourned the meeting at 6:35 P.M.

**Approved:**

  
Brenda Gurment  
Town Secretary

  
Kelly R. Thompson  
Mayor