

## TOWN OF WESTOVER HILLS

### MINUTES

**Town Council Meeting  
Tuesday, May 17, 2022**

**Present:**

Councilmember Marcus Snyder  
Councilmember John Thompson III  
Councilmember Stephen L. Tatum

**Staff Present:**

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

The meeting of the Town of Westover Hills Town Council commenced at 5:30 p.m. Tuesday, May 17, 2022, at Westover Hills Town Hall pursuant to written notice posted Friday, May 13, 2022.

**1. Call to order.**

Councilmember John Thompson III made the motion, second by Councilmember Marcus Snyder to select Councilmember Stephen Tatum to call the meeting to order at 5:35 P.M.

**2. Minutes of the April 19, 2022 Town Council Meeting.**

Councilmember John Thompson III made the motion, seconded by Councilmember Marcus Snyder, to approve the minutes of the April 19, 2022 council meeting. The motion carried unanimously.

**3. Citizen's Forum.**

No citizens addressed the Council.

### FINANCE

**4. Financial Statements.**

Councilmember Stephen L. Tatum presented the April, 2022 financial reports.

**5. FY2021 Audit Presentation.**

Mike Brooks, Brooks, Watson & Co., presented the FY2021 audited financial statements and reported the Town the highest level of assurance, a "clean" unmodified opinion.

### PUBLIC WORKS

**6. 2022 Micro-Surfacing Project.**

Tim Chambers, Public Works Director, introduced Kevin Harris to council, who presented the 2022 Micro-Surfacing Project.

**7. Public Works Activities.**

Tim Chamber, Public Works Director, reported the public works crew is currently working on getting all the new street signs up in the Town.

**POLICE**

**8. Police Activities Report.**

Police Chief Shannon Martinez reported an update on all accomplishments completed since becoming Chief in December, 2021.

**COMMUNITY DEVELOPMENT**

**9. Variance Request- 30 Valley Ridge Road.**

Jack Thompson, Community Development Director, requested Council to consider variances to the Zoning Ordinance allowing for a minimum five-foot (5') setback from the back property line of the lot and the addition of a carport. Eight (8) responses from neighbors were received in favor of the variance.

Councilmember John Thompson III made the motion, seconded by Councilmember Marcus Snyder, to approve Resolution 22-05 approving the variance request from 30 Valley Ridge Road. The motion carried unanimously.

**10. Community Development Activities Report.**

The monthly building projects report was provided with the council packet.

**NEW BUSINESS**

**11. Oncor Cities Steering Committee.**

Councilmember John Thompson III made the motion, seconded by Councilmember Marcus Snyder, to approve Resolution 22-06 authorizing continued participation with the Steering Committee and authorizing payment for Oncor related legal proceedings and activities.

**12. General Announcements.**

None.

**13. Future Agenda Items or Reports.**

None.

**14. Future Council Meeting Time.**

The next council meeting will commence at 5:30 P.M. on June 14, 2022.

**EXECUTIVE SESSION**

**15. Closed Meeting.**

There was no closed meeting.

**16. Reconvene in Open Session.**

**17. Adjournment.**

There being no further business, Councilmember Stephen L. Tatum adjourned the meeting at 6:42 P.M.

**Approved:**

*Brenda Gurmert*  
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Brenda Gurmert  
Town Secretary

*Kelly R. Thompson*  
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Kelly R. Thompson  
Mayor