

TOWN OF WESTOVER HILLS

MINUTES

**Town Council Meeting
Tuesday, February 21, 2023 – 5:30 P.M.**

Present:

Mayor Kelly R. Thompson
Mayo Pro Tem Elliot Goldman
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, February 21, 2023 at Westover Hills Town Hall pursuant to written notice posted Friday, February 17, 2023.

1. Call to order.

With a quorum of town councilmembers present, Mayor Kelly Thompson called the meeting to order at 5:31 P.M.

2. Minutes of the January 17, 2023 Town Council Meeting.

Councilmember John Thompson III made the motion, seconded by Councilmember Elliot Goldman, to approve the minutes of the January 17, 2023 council meeting. The motion carried unanimously

3. Citizen's Forum.

No citizens addressed the Council.

4. Appointment of Councilmember.

None.

FINANCE

5. Financial Statements.

Mayor Kelly Thompson reported the December 2022 and January 2023 financials were not available.

6. Quarterly Investment Report.

Mayor Kelly Thompson presented the CY2023Q4 Investment Report.

7. Ordinance Authorizing Certificates of Obligation Series 2023.

Dan Mahoney of Hilltop Securities presented the result of bids received for the \$2,000,000 Certificates of Obligation offering proposed to be issued by the town in FY2023. Bids were received from six institutions. Amegy Bank submitted the lowest bid with a rate of 3.75% that is callable at any time. Hilltop was pleased with the results of offering and recommends that the town award the issue to Amegy Bank.

Councilmember Marcus Snyder made the motion, second by Councilmember Elliot Goldman, to accept the bid from Amegy Bank, and to adopt Ordinance 23-01 authorizing the issuance and sale of Town of Westover Hills, Texas, Combination Tax and Revenue Certificate of Obligation, Series 2023; levying an annual ad valorem tax; pledging certain net revenues; authorizing the execution of paying agent/registrar agreement; providing an effective date; and enacting other provisions relating to the subject.

A recorded vote was taken. Councilmembers Elliot Goldman, Marcus Snyder, John Thompson III and Steve Tatum each voted "aye" unanimously in favor of the ordinance.

PUBLIC WORKS

8. Public Works Employee Stand-By Policy.

Public Works Director Tim Chambers presented a proposed Employee Standby Program Policy designed to compensate employees designated to be subject to respond to work after normal working hours for emergency events or incidents. The council expressed support of the policy but recommended modifying the mileage reimbursement rate to reflect the then current rate published by the Internal Revenue Service. Councilmember John Thompson III made the motion, seconded by Councilmember Marcus Snyder, to approve Resolution 23-02 authorizing the Employee Standby Program Policy subject to the change in mileage reimbursement rate. The motion carried unanimously.

9. Public Works Activities Report.

Public Works Director Tim Chambers reported the survey results for the purposed location of a new stop sign. Council requested that a stop sign ordinance be placed on the March council meeting agenda.

POLICE

10. Security Cameras Installation and Operation.

Police Chief Shannon Martinez reported that the new street security camera installation is complete, operational and performing successfully. Chief Martinez presented a map of twelve (12) additional camera locations proposed for internal locations throughout the town.

11. Police Activities Report.

Police Chief Shannon Martinez reported the Police Department is now fully staffed.

COMMUNITY DEVELOPMENT

12. Community Development Activities Report.

A Building Project Report has been distributed in the council meeting packets.

NEW BUSINESS

13. Request from Resident to Limit Time Period for Residential Construction.

Council agreed to table discussion to limit the time period for residential construction.

14. Proposed Town Hall Plaques.

Councilmember Elliot Goldman reported on the plaques proposed to be made and installed in town hall. A plaque is designed to recognize all former councilmembers by term of service. Another plaque will recognize the current council members and members of the town staff.

15. General Announcements.

None.

16. Future Agenda Items or Reports.

None.

17. Future Council Meeting Time.

The next council meeting will commence Tuesday, March 21, 2023 at 5:30 P.M.

EXECUTIVE SESSION

Town Council convened in Executive Session at 6:41 P.M.

18. Closed Meeting.

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

- Personnel (Texas Government Code, Section §551.074)
Retirement of dispatcher

19. Reconvene in Open Session.

Town Council reconvened to Open Session at 6:45 P.M. No action taken.

20. Adjournment.

There being no further business, Mayor Kelly Thompson adjourned the meeting at 6:45 P.M.

Approved:



Brenda Gurment
Town Secretary



Kelly R. Thompson
Mayor