



Town of Highland Park, Texas
TOWN COUNCIL MEETING
AGENDA

8:00 AM
April 21, 2026

4700 Drexel Drive, Highland Park, TX 75205
Town Council Chambers

I. CALL TO ORDER

II. INVOCATION

III. PUBLIC COMMENT

This portion of the agenda is the public's opportunity to address the Town Council about any item listed on the agenda, except public hearings. Comments related to public hearings will be heard when the specific hearing begins. Public comments are limited to three (3) minutes per speaker, unless otherwise required by law. Per the Texas Open Meetings Act, the Town Council is not permitted to take action on or discuss any item not listed on the agenda. Items suggested for action may be placed on a future agenda at the Town Council's sole discretion.

IV. CONSENT AGENDA

All items under the Consent Agenda are considered to be routine by the Town Council and will be enacted by one motion and vote. There will be no separate discussion of items unless a request by a Council Member is made prior to the time of the Town Council voting on the motion. In such event, the item will be removed, without debate, from the general order of business and considered in its normal sequence.

- A. Take action on the minutes of the Town Council meeting held on April 7, 2026.
- B. Take action on the minutes of the Town Council study session held on April 7, 2026.

V. MAIN AGENDA

- A. Review, discuss, and take action on an ordinance amending the Fiscal Year 2025-26 Adopted Budget.
- B. Review, discuss, and take action on a service order to purchase alternative transit services addressing on-street parking-related challenges and mobility solutions.

VI. ADJOURNMENT

Any item on this posted agenda could be discussed in closed session as long as it is within one of the permitted categories under Sections 551.071 through 551.076 and 551.087 of the Texas Government Code.

A member of the public may address the governing body regarding an item on the agenda either before or during the body's consideration of the item, upon being recognized by the presiding officer or the consent of the body.

SPECIAL ACCOMMODATIONS FOR TOWN COUNCIL MEETINGS: Let us know if you need special assistance of any kind.

Please contact the Town of Highland Park Administrative staff at (214) 521-4161 from 7:30 a.m.
- 4:30 p.m., Monday through Friday.



**Town of Highland Park
Town Council
Tuesday, April 21, 2026**

Item Coversheet

**Take action on the minutes of the Town Council meeting held on
April 7, 2026.**

PRESENTED BY: Joanna Mekeal, Town Secretary

BACKGROUND:

Attached are the minutes of the Town Council meeting held on April 7, 2026.

RECOMMENDATION

Staff recommends approval.

FINANCIAL IMPACT

This item has no financial impact.

ATTACHMENTS

2026-04-7 TC Minutes

MINUTES OF A MEETING OF THE TOWN COUNCIL OF THE TOWN OF HIGHLAND PARK, TEXAS, HELD AT THE TOWN HALL, 4700 DREXEL DRIVE, HIGHLAND PARK, TX, 75205, AT 8:00 A.M. ON TUESDAY, APRIL 7, 2026.

Mayor Will C. Beecherl, Mayor Pro Tem Don Snell, and Council Members Alan Friedman, Marc Myers, Lydia Novakov, and Leland White attended the meeting.

- I. Mayor Will C. Beecherl called the meeting to order at 8:00 a.m.
- II. Council Member Alan Friedman gave the Invocation.
- III. Mayor Will C. Beecherl introduced the “Mayor for a Day,” Alex Dummer. Mayor for a Day Dummer will be assisting Mayor Beecherl with the Town Council Meeting.
- IV. PUBLIC COMMENT

Mayor for a Day Dummer asked if anyone wished to address the Town Council about any item listed on the agenda and explained that the Town Council may not discuss or make decisions on items not listed on the agenda. Public comments are limited to three minutes per speaker unless otherwise required by law. Items suggested for action may be placed on a future agenda at the Town Council's discretion. No comment was made.

V. PROCLAMATION

A. Proclamation recognizing April 12 - 18, 2026, as National Public Safety Telecommunicators Week. Mayor Beecherl read the proclamation and extended gratitude to the staff for their contribution.

B. Proclamation recognizing April 19 - 25, 2026, as National Library Week. Mayor for a Day Dummer read the proclamation and expressed appreciation to the staff for their contribution.

VI. RECOGNITION

A. Recognition of the 2025 Leading the Way Award by the ETC Institute. Taylor Lough, Assistant Town Administrator, stated that the ETC Institute’s DirectionFinder® Survey has been administered to nearly 2.3 million residents across all 50 states. The Town of Highland Park conducted its survey in July 2025. This distinguished honor places the Town among the top 10% of local governments nationwide. Congratulations were extended to the Mayor and Town Council for this achievement. In response to an inquiry from Council Member Lydia Novakov, Mrs. Lough confirmed that the award will be publicly communicated.

VII. CONSENT AGENDA

On a motion made by Council Member Lydia Novakov, seconded by Council Member Alan Friedman, the Town Council voted unanimously to approve Items A. through E. on the Consent Agenda. Prior to the vote, Mayor Beecherl explained that all items under the Consent Agenda are considered routine or discussed at a previous meeting. There will be no separate discussion of

items unless a request by a Council Member is made prior to the Town Council voting on the motion.

- A. Take action authorizing the Town Administrator to execute a Cooperative Purchasing Program Agreement with the City of Plano to utilize goods and services from present and future contracts.*
- B. Take action on an ordinance approving the dedication of an easement for the Wycliffe Reconstruction project.*
- C. Take action on a resolution authorizing the Town Administrator to execute a Memorandum of Agreement for the Wycliffe Reconstruction project.*
- D. Take action on the minutes of the Town Council meeting held on March 17, 2026.*
- E. Take action on the minutes of the Town Council study session held on March 17, 2026.*

VIII. ADJOURNMENT

Mayor for a Day Alex Dummer adjourned the Town Council meeting at 8:11 a.m.

APPROVED on the 21st day of April 2026.

APPROVED:

Will C. Beecherl
Mayor

ATTEST:

Joanna Mekeal
Town Secretary



**Town of Highland Park
Town Council
Tuesday, April 21, 2026**

Item Coversheet

Take action on the minutes of the Town Council study session held on April 7, 2026.

PRESENTED BY: Joanna Mekeal, Town Secretary

BACKGROUND:

Attached are minutes of the Town Council study session held on April 7, 2026.

RECOMMENDATION

Staff recommends approval.

FINANCIAL IMPACT

This item has no financial impact.

ATTACHMENTS

2026-04-7 TCSS Minutes

MINUTES OF A STUDY SESSION OF THE TOWN COUNCIL OF THE TOWN OF HIGHLAND PARK, TEXAS, HELD AT TOWN HALL, 4700 DREXEL DRIVE, HIGHLAND PARK, TX, 75205, AT 8:17 A.M. ON TUESDAY, APRIL 7, 2026.

Mayor Will C. Beecherl, Mayor Pro Tem Don Snell, and Council Members Alan Friedman, Marc Myers, Lydia Novakov, and Leland White attended the meeting. Council Member Alan Friedman exited the meeting at 8:37 a.m. during section III. item B.

I. Mayor Will C. Beecherl called the meeting to order at 8:17 a.m.

II. PUBLIC COMMENT

Mayor Beecherl asked if anyone wished to address the Town Council about any item listed on the agenda and explained that the Town Council may not discuss or make decisions on items not listed on the agenda. Public comments are limited to three minutes per speaker unless otherwise required by law. Items suggested for action may be placed on a future agenda at the Town Council's discretion. There was no comment.

III. FUTURE AGENDA DISCUSSIONS

A. Review, discuss, and consider the opportunity for a Town Council Member to request an item to be placed on a future Town Council Meeting agenda. Mayor Beecherl asked if any Town Council Member would like to request that an item be placed on a future Town Council study session agenda for discussion or consideration. There was no request made.

B. Review and discuss proposed ordinance changes for residential construction, including permit expiration time, construction parking, fees, and related requirements. Jeff Armstrong, AICP, presented proposed amendments to residential construction regulations, including changes to building permit expiration timelines, permit fees, and construction parking requirements. The proposed revision for the current 24-month permit expiration introduces a ten-tier system that aligns permit duration with project size and complexity. The structure is intended to reduce extension requests, reflect staff review and inspection effort, maintain fairness for smaller projects, and provide greater predictability, while preserving Town Council discretion for unique circumstances. Permit duration would be set at the time of issuance based on total square footage and the presence of a basement. Permit fees would be calculated at a base rate of \$2.86 per square foot, including basement area, and adjusted by a tier multiplier. Mr. Armstrong also proposed a Construction Worker Parking and Shuttle Program to address safety concerns, congestion, and parking conflicts caused by contractor vehicles in residential neighborhoods. The program aims to improve emergency access, enhance traffic circulation, and minimize neighborhood impacts while providing an organized system for site access. Participation would be mandatory for applicable residential construction projects, with the Town operating a shuttle service between designated parking areas and job sites. Tobin Maples, AICP, Town Administrator, stated that, with the Town Council's direction, staff would draft the ordinance for future consideration. The Town Council unanimously agreed to proceed.

C. Review and discuss a draft service order for the purchase of alternative transit services associated with on-street parking-related challenges and mobility solutions. Tobin Maples, AICP, Town Administrator, reported that the Town continues to face ongoing challenges related to on-street parking and traffic circulation, largely driven by daytime construction activity. These conditions periodically disrupt traffic flow, hinder emergency vehicle access, and raise concerns regarding pedestrian safety. In response, Town staff have been evaluating mobility-focused strategies to reduce the number of non-resident vehicles parked and circulated in the community during work hours. The primary objectives of these efforts are to enhance public safety, improve emergency access, and maintain overall neighborhood functionality. Mr. Maples introduced Thomas De Ridder of Via Transportation, who presented a proposed transportation service model. The proposal includes both a dedicated builder shuttle service and an on-demand transit option. Under this model, a satellite parking lot would be established where construction workers would park their vehicles and be transported to job sites via shuttle. Shuttle operations would begin in the early morning, with additional service available throughout the day based on demand, supplemented by an app-based, on-demand pickup system during and after standard working hours. The proposed cost structure includes an hourly rate of \$80 for the builder shuttle service, along with one-time upfront expenses for implementation elements such as fleet customization and branding. The estimated annual cost for the program is approximately \$900,000, with overall expenses tied to actual service usage. Following the discussion, the Town Council unanimously agreed to proceed with finalizing an agreement for consideration at a future Town Council meeting.

IV. REPORTS

A. Review and discuss the public safety implications related to the FIFA World Cup 2026. Chuck McGinnis, Director of Public Safety, reported that he has been meeting with regional police chiefs since August 2025 to assess the anticipated impact of the Fédération Internationale de Football Association (“FIFA”) World Cup, scheduled to take place from mid-June through mid-July 2026. He noted that several matches will be held in North America, with Southern Methodist University (“SMU”) serving as a training site for participating teams. Chief McGinnis advised that, based on historical data from comparable international events, crime rates may increase by approximately 15% to 20% during the tournament period. He also indicated that the event is expected to significantly affect traffic flow and public parking throughout the Town. He outlined the precautionary measures being implemented to prepare for these impacts and stated that staff will monitor and document any additional costs incurred in connection with FIFA-related activities.

V. CLOSED SESSION

A. In accordance with the Texas Government Code, Chapter 551, Subchapter D, Section 551.071 – CONSULTATION WITH ATTORNEY – the Town Council will convene in closed session for consultation with and to receive legal advice from the Town Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter re: DART withdrawal election.

Mayor Beecherl recessed the study session at 9:42 a.m. and convened a closed session at 9:50 a.m., pursuant to: (A) In accordance with the Texas Government Code, Chapter 551, Subchapter D, Section 551.071 – CONSULTATION WITH ATTORNEY – the Town Council will convene in closed session for consultation with and to receive legal advice from the Town Attorney regarding pending or contemplated litigation or settlement offer or regarding a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter re: (i) DART withdrawal election.

Mayor Beecherl ended the closed session at 9:57 a.m. and reconvened the study session in open session at 9:57 a.m. No final action, decision, or vote was taken during the closed session.

VI. OPEN SESSION

A. Pursuant to Section 551.102 of the Texas Government Code, the final action, decision, or vote regarding Closed Session Item A. above shall be made, if any. On a motion made by Mayor Pro Tem Don Snell, seconded by Council Member Marc Myers, the Town Council voted unanimously to authorize the Town Administrator to execute, jointly with the City of University Park, the engagement letter with Holland & Knight LLP to provide legal advice regarding the Town’s potential financial obligations associated with a potential withdrawal from DART.

VII. ADJOURNMENT – Mayor Beecherl adjourned the Study Session at 9:58 a.m.

APPROVED on the 21st day of April 2026.

APPROVED:

Will C. Beecherl
Mayor

ATTEST:

Joanna Mekeal
Town Secretary



**Town of Highland Park
Town Council
Tuesday, April 21, 2026**

Item Coversheet

**Review, discuss, and take action on an ordinance amending the
Fiscal Year 2025-26 Adopted Budget.**

PRESENTED BY: Taylor Lough, Assistant Town Administrator
John Samford, Director of Finance

BACKGROUND:

On September 2, 2025, the Town Council adopted the Fiscal Year 2025–26 Budget (“FY26 Budget”) through Ordinance No. 2148. Staff recommends that the Town Council approve an ordinance amending the FY26 Budget to (1) increase appropriations in the Non-Departmental budget within the General Fund by \$1,550,000 to fund a microtransit program contract, and (2) increase appropriations in the Finance Department budget within the General Fund by \$89,910 to fund the reclassification of the Accounting Supervisor position to Controller and the addition of a new full-time Accountant position.

The proposed amendments to the Finance Department budget are part of a broader, phased approach to modernizing financial operations. This effort is focused on strengthening redundancy for critical functions, improving efficiency, aligning with industry best practices, and ensuring the department is appropriately structured to meet current and future service demands.

The pending retirement of the Town’s Accounting Supervisor provides a timely opportunity to implement this transition. The proposed reorganization will better position the department to manage increasing complexity in budgeting, transactions, reconciliation, analysis, and reporting, while strengthening internal controls and enhancing its ability to support operational departments.

RECOMMENDATION

The staff recommends approval of this Ordinance amending the FY26 Budget.

FINANCIAL IMPACT

The proposed budget amendment is funded by recognizing an estimated surplus of \$1,550,000 in current-year General Fund sales tax revenue, along with the reallocation of anticipated personnel-related savings across various General Fund departments.

As a result, the amendment will have no financial impact on the General Fund in the FY26 budget. The ongoing costs associated with the microtransit program and the Finance Department reorganization will be incorporated into future budgets.

ATTACHMENTS

Ord. No. 2166 Amending FY26 Adopted Budget_4.21.26

ORDINANCE NO. 2166

AN ORDINANCE OF THE TOWN OF HIGHLAND PARK, TEXAS, AMENDING THE TOWN’S ADOPTED BUDGE FOR FISCAL YEAR 2025-26.

WHEREAS, the Town Council of the Town of Highland Park, Texas (the “Town”) adopted the Fiscal Year 2025-26 Budget (“FY26 Budget”) on September 2, 2025, by Ordinance No. 2148; and

WHEREAS, Texas Local Government Code Section 102.010 provides that the Town may make changes to the budget for municipal purposes; and

WHEREAS, amendments are needed to the FY26 Budget within the General Fund to increase existing appropriations; and

WHEREAS, the increase in appropriations within the General Fund is related to expenditures associated with the implementation of a microtransit program and the reallocation of personnel services appropriations is related to the funding of a position upgrade, the addition of a new full-time Accountant position, and related equipment and supplies; and

WHEREAS, the amendments increase the overall appropriations within the General Fund by \$1,550,000; and

WHEREAS, changes in appropriated funds beyond the department level require the approval of the Town Council, in accordance with Chapter 9, Financial Administration, Section 9.07, Appropriations, of the Charter of the Town of Highland Park, Texas.

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Highland Park, Texas, that the FY26 Budget is hereby amended as follows:

General Fund Amendment:

Change in Revenue

Increase in Sales Tax Revenue	\$ 1,550,000
Total Change in Revenue	<u>\$ 1,550,000</u>

Change in Appropriations - Non-Departmental

Increase in Appropriations - Microtransit	\$ 1,550,000
Total Change in Appropriations - Non-Departmental	<u>\$ 1,550,000</u>

Change in Appropriations - Personnel Costs

Increase in Appropriations - Finance Department	\$ 58,145
Decrease in Appropriations - Community Development Department from Salary Savings	(29,910)
Decrease in Appropriations - Policy & Strategy Department from Salary Savings	(20,000)
Decrease in Appropriations - Street Department from Salary Savings	(20,000)
Decrease in Appropriations - Library Department from Salary Savings	<u>(20,000)</u>
Total Change in Appropriations - Personnel Costs	<u>\$ (31,765)</u>

Change in Appropriations - Supplies & Services

Increase in Appropriations - Finance Department	\$ 31,765
Total Change in Appropriations - Supplies & Services	<u>\$ 31,765</u>

Net Change to the General Fund Balance: **\$ -**

PASSED AND APPROVED the 21st day of April 2026.

APPROVED AS TO FORM:

Susan Thomas
Town Attorney

ATTEST:

Joanna Mekeal
Town Secretary

APPROVED:

Will C. Beecherl
Mayor



**Town of Highland Park
Town Council
Tuesday, April 21, 2026**

Item Coversheet

Review, discuss, and take action on a service order to purchase alternative transit services addressing on-street parking-related challenges and mobility solutions.

PRESENTED BY: Tobin Maples, Town Administrator

BACKGROUND:

The Town continues to experience on-street parking and circulation challenges associated with regional traffic traversing the Town, as well as daytime construction activity. These conditions have, at times, impacted traffic flow, constrained emergency vehicle access, and created pedestrian safety concerns. In response, staff has been evaluating mobility-based solutions aimed at reducing the volume of non-resident vehicles circulating and parking within residential areas, with the goal of enhancing public safety, improving emergency ingress and egress, and maintaining overall neighborhood functionality.

During the February 17 and April 7 Study Sessions, Town Council reviewed a range of mobility strategies to address these challenges. As part of those discussions, staff introduced a potential partnership with Via Transportation to implement a microtransit solution. The broader concept includes multiple service components, such as a Workforce Circulator (Builder Shuttle) to transport construction workers from designated off-site parking areas, as well as general on-demand and paratransit services supported by a technology platform to enhance service delivery, safety, compliance, and performance monitoring.

This agenda item is focused solely on the general on-demand and paratransit service components. Due to the operational complexity and ongoing refinement of the Workforce Circulator (Builder Shuttle) component, staff will present a separate service order for Council consideration at an upcoming meeting once it has been fully developed.

The general on-demand and paratransit program has been designed as a contingency option to avoid disruption in service for current users of Dallas Area Rapid Transit (DART), should service arrangements change in the future. The proposed paratransit service is intended to provide eligible riders with access to destinations and service levels comparable to those currently available through DART. In addition, the general on-demand service is structured to provide connections to nearby DART facilities and regional services, supporting continued mobility for residents and service users.

In accordance with the Town's participation in the 791 Purchasing Cooperative, staff is authorized to procure these services through the cooperative's competitively awarded contract

with Via Transportation. This approach satisfies applicable procurement requirements and allows the Town to efficiently implement the proposed services under the established cooperative agreement framework.

Building on prior Council direction, staff has worked with the prospective service provider to develop a draft service order for the general on-demand and paratransit services. The proposed initial term is six (6) months, with options to extend. This structure is intended to provide the Town with the necessary flexibility to evaluate program performance, collect and analyze operational data, and scale or refine the service model as appropriate following implementation.

RECOMMENDATION

This item is presented for Town Council consideration and approval of the proposed service order for transit-related planning and support services. Certain services under the contract may be performed prior to issuance of a notice to proceed, with associated costs incurred by the Town in accordance with the contract terms. [1] Subject to Council direction, staff will proceed with finalizing the agreement and implementing the program consistent with the terms outlined herein.

[1] Authorization of this item is administrative in nature and does not reflect or imply any position by the Town or staff regarding continued participation in or withdrawal from Dallas Area Rapid Transit (DART), nor does it assume or anticipate the outcome of any pending or future election or policy determination. The issuance of any notice to proceed under the contract will occur only as authorized following applicable legal and electoral processes. Approval of this item does not constitute a decision regarding transit system participation.

FINANCIAL IMPACT

Funding for this agreement is available, as previously appropriated, in Non-Departmental within the General Fund.

ATTACHMENTS

None