



City of University Park

City Hall
3800 University Blvd.
University Park, TX 75205

Meeting Minutes City Council

Tuesday, April 1, 2025

5:00 PM

Council Chamber

EXECUTIVE SESSION

3:30 - 4:00 P.M. Pursuant to TGC§ 551.071, the City Council met in closed session to consult with the City Attorney regarding an easement at 3904 Lovers Lane. No action was taken. Council Conference Room, 2nd Floor, City Hall.

PRE-MEETING WORK SESSION(S)

4:00 - 5:00 P.M. The City Council met in open work session to receive agenda item briefings from staff. No action was taken. Council Conference Room, 2nd floor, City Hall.

I. CALL TO ORDER

Present: 5 - Mayor Tommy Stewart, Mayor Pro Tem Mark Aldredge, Councilmember Phillip Philbin, Councilmember Bob Myers and Councilmember Melissa Rieman

- A. INVOCATION: City Councilmember Bob Myers
- B. PLEDGE OF ALLEGIANCE: City Councilmember Bob Myers / Scouts
- C. INTRODUCTION OF COUNCIL: Mayor Tommy Stewart
- D. INTRODUCTION OF STAFF: City Manager Robbie Corder

Staff in attendance included City Attorney Rob Dillard, Director of Information Services Dale Harwell, Special Projects Coordinator Amanda Hartwick, Fire Chief Randy Howell, Community Information Officer Paige Ruedy, Chief of Police Bill Mathes, Director of Engineering Katie Barron, Assistant City Manager Shanna Sims-Bradish, Library Director Jackie Lott, Director of Public Works Keegan Littrell, Director of Finance Tom Tvardzik, Director of Human Resources Talia Gregory, Director of Community Development Patrick Baugh, and Assistant Chief of Police Nelson Walter.

II. AWARDS AND RECOGNITION

III. CONSENT AGENDA

[25-064](#)

Consider approval of Annual Data Security Subscription Fees

City Manager Corder said that this agenda item is a request to approve the annual data security subscription fees the City pays for its network and hardware security. He said the City uses an endpoint system to secure its network. This year, the contract fee is going up 5% to an amount of \$58,605.61. This is a system-wide protection for every aspect of the City's IT system.

This purchase was approved.

[25-065](#)

Consider the minutes of the March 18, 2025 City Council meeting, with or without correction.

The minutes were approved.

Approval of the Consent Agenda

A motion was made by Mayor Pro Tem Aldredge, seconded by Councilmember Philbin, to approve the Consent Agenda. The motion carried by the following vote:

Aye: 5 - Mayor Stewart, Mayor Pro Tem Aldredge, Councilmember Philbin, Councilmember Myers, and Councilmember Rieman

IV. MAIN AGENDA

[25-068](#)

Consider an ordinance approving transfers to address Water and Sewer Capital Project funding

Director of Finance Tom Tvardzik gave a presentation. He said that this request to transfer funds relates to the Mile-per-Year (MPY) program whereby the City replaces a mile of water and sewer utilities annually. He said that the cost of this project was recently estimated at approximately \$6.5 million dollars per mile. This exceeds current funding by \$2.0 million.

This request is to transfer \$1 million from the General Fund and \$1 million from the Water and Sewer Fund to the Water and Sewer Capital Project Fund to address immediate funding needs. Beginning in FY26, he recommends implementing a "stair-step" funding strategy that will increase annual contributions by \$1 million per year from each fund, increase current-year contributions by \$250,000 per year, and simultaneously decrease the required fund balance transfer by \$250,000 per year.

Going forward, he said there will need to be rate increases to continue funding the MPY program. He said that the City Council and Capital Projects Review Committee reviewed this at their joint meeting on January 27, and the Finance Advisory Committee recommended it for approval at their March 6 meeting.

Councilmember Philbin asked if this involves dipping into the reserves on a long term basis. Tom said yes, for about three years. Councilmember Philbin asked if the reserves are ample enough to cover this. Tom said yes.

A motion was made by Councilmember Phillip Philbin, seconded by Councilmember Bob Myers, to adopt this ordinance. The motion carried by the following vote:

Aye: 5 - Mayor Stewart, Mayor Pro Tem Aldredge, Councilmember Philbin, Councilmember Myers, and Councilmember Rieman

Enactment No: ORD No. 25-007

[25-066](#)

Consider a proposal from Texas Bit, Inc for asphalt overlay services

Director of Public Works Keegan Littrell said that it's time for the biannual mill and overlay program. He said that this is the process of removing existing pavement and installing new asphalt on the street surface.

The City received quotes via two different contracts. He said that the milling will be through a Tarrant County Milling Contract, Dustrol in the amount of \$834,951.06. The paving is through Texas Bit, Inc. via a Dallas County Paving Contract in the amount of \$3,009,306.54. The total is \$3,844,257.60

Keegan added that this project is eligible for reimbursement from the Dallas Area Rapid Transit Authority (DART) through the Transit-Related Improvement Program.

Councilmember Rieman asked about the timing of the project. Keegan said that work will begin as soon as school is out in May and will be complete before school resumes in August to minimize traffic disruption.

A motion was made by Councilmember Melissa Rieman, seconded by Mayor Pro Tem Mark Aldredge, to approve this proposal. The motion carried by the following vote:

Aye: 5 - Mayor Stewart, Mayor Pro Tem Aldredge, Councilmember Philbin, Councilmember Myers, and Councilmember Rieman

[25-067](#)

Consider a proposal from Dustrol, Inc for street milling services

A motion was made by Councilmember Melissa Rieman, seconded by Mayor Pro Tem Mark Aldredge, to approve this proposal. The motion carried by the following vote:

Aye: 5 - Mayor Stewart, Mayor Pro Tem Aldredge, Councilmember Philbin, Councilmember Myers, and Councilmember Rieman

V. PUBLIC COMMENTS

Councilmember Rieman recognized the SMU journalism class members in attendance at the meeting.

VI. ADJOURNMENT

As there was no further business, Mayor Stewart adjourned the meeting.

Considered and approved this 15th day of April, 2025:

Tommy Stewart, Mayor

ATTEST:

Christine Green, City Secretary