



City of University Park

City Hall
3800 University Blvd.
University Park, TX 75205

Meeting Minutes City Council

Tuesday, September 16, 2025

5:00 PM

Council Chamber

EXECUTIVE SESSION

3:00 - 4:00 P.M. Pursuant to TGC§ 551.074, the City Council met in closed session for an evaluation of the City Manager; and, pursuant to TGC§ 551.071, to consult with the City Attorney regarding a license agreement 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

Rollcall

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

- A. INVOCATION: Councilmember Phillip Philbin
- B. PLEDGE OF ALLEGIANCE: Councilmember Phillip Philbin / 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 Andy Atencio, City Secretary Christine Green, Special Projects Coordinator Amanda Hartwick, Community Information Officer Paige Ruedy, Chief of Police Bill Mathes, Fire Chief Randy Howell, Director of Engineering Katie Barron, Controller Brian Hogan, Director of Finance Tom Tvardzik, Assistant City Manager Shanna Sims-Bradish, Assistant Director of Parks & Recreation Tommy Anich, Recreation and Special Events Supervisor Kaylon Jackson, Director of Public Works Keegan Littrell, Library Director Jackie Lott, Director of Human Resources Talia Gregory, Firefighter / Paramedic Melanie Gotsdiner, Captain Devin Penny, Driver / Engineer Denton Garcia, Battalion Chief Matt Milner, Firefighter / Paramedic Billy Bounds, Driver / Engineer Paul Falkenhagen, Lieutenant Jared Karr, Captain Jared Irwin, and Fire Administrative Secretary Phyllis Mahan.

II. AWARDS AND RECOGNITION**[25-221](#)****Recognition - Driver/Engineer Earl Starnes retirement - Fire Department**

Fire Chief Randy Howell recognized the retirement of Driver/Engineer Earl Starnes after 27 years of service to the City. Jason Salisbury, President of the University Park Firefighters Association, presented Earl with a ceremonial axe in recognition of his service. Councilmember Rieman presented Earl with a retirement plaque and Mayor Pro Tem Aldredge presented him with a retirement check.

[25-208](#)**Proclamation - National Night Out - October 7**

Mayor Stewart read a proclamation to recognize October 7, 2025 as "National Night Out" in University Park.

III. CONSENT AGENDA**[25-210](#)****Consider approval of the Atmos Energy Corporation Negotiated Rate Settlement**

City Manager Corder said that this resolution approves the negotiated rate case settlement with Atmos Energy. The City cooperates with 181 other cities through the Atmos Cities Steering Committee to negotiate rate settlements when Atmos proposes a rate increase. This settlement will raise revenues for Atmos in the amount of \$205.6 million. The impact of the settlement on average residential rates is an increase of \$7.83 on a monthly basis, or 9.27%. The increase for average commercial usage is \$25.73, or 6.56%.

This resolution was approved.

Enactment No: RES No. 25-019

[25-206](#)

Consider a resolution authorizing the City Manager to enter into the opioid settlements with Alvogen, Amneal, Apotex, Hima, Indivior, Mylan, Sun and Zydus

City Manager Corder said that this resolution authorizes the City to participate in a settlement agreement with various opioids manufacturers. The City has participated in several other similar settlements. He said that the Texas Attorney General negotiates these settlements on behalf of the cities and invites cities to participate.

He said that the funds that eventually come to the City must be used for opioid abatement or interdiction. He said that City has collected about \$19,000 so far, and the funds go directly to the D.A.R.E. program at the middle school.

This resolution was approved.

Enactment No: RES No. 25-019

[25-213](#)

Consider a resolution approving the FY26 Interlocal Agreement for Food Establishment Inspection and Environmental Health Services between Dallas County Health and Human Services and the City of University Park

City Manager Corder said that this resolution approves an interlocal agreement with Dallas County for food establishment inspection. He said that the City contracts with Dallas County to inspect every kitchen and restaurant in University Park twice annually. In FY24, the City paid about \$25,000 for this service, and the City expects to pay a similar amount with this contract.

This resolution was approved.

Enactment No: RES No. 25-020

[25-209](#)

Consider approval of a resolution approving an Interlocal Agreement with Dallas County for continued participation in the Household Hazardous Waste Program

City Manager Corder said that this resolution approves an interlocal agreement with Dallas County to participate in the Household Hazardous Waste Program. He said that the City does not collect paint and chemicals, but residents may take these items to a specialized facility on Plano Road in Dallas. The contract uses a volume-based fee, but the City typically pays about \$39,000 annually to participate in this program.

This resolution was approved.

Enactment No: RES No. 25-021

[25-222](#)

Consider an amendment to the ordinance establishing paid parking at Burleson Park for SMU football game days

City Manager Corder said that this is an amendment to an ordinance approved on September 2 establishing paid parking at Burleson Park on SMU football game days with reserved park-use only spaces along Durham. He said that staff recommends amending the ordinance to limit the park-use only spaces to 2-hour parking on game day Saturdays.

This ordinance was approved.

Enactment No: ORD No. 25-021

[25-211](#)

Consider the minutes of the September 2, 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 Myers, 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

[25-214](#)

Continuation of Public Hearing: FY2026 Budget

In accordance with Texas Government Code §551.043, the City of University Park Proposed Budget for Fiscal Year 2025-26 and the Taxpayer Impact Statement are posted on the City of University Park webpage at <https://uptexas.org/182/Budget>.

Mayor Stewart said that this is a continuation of a public hearing regarding the FY26 Budget that began at the September 2 City Council meeting.

Director of Finance Tom Tvardzik gave a recap of the FY26 budget presentation from the September 2 City Council meeting:

Total Budget (All Funds):

Revenue: \$74,675,139

Expenses: \$72,447,126

Total Budget by Function (72.4M)

Councilmember Philbin asked if the City is taking on new debt with this budget. Tom said no. Councilmember Philbin asked if the City has other long-term debt besides the existing \$15 million stormwater improvements debt. Tom said no, except for some very short-term leases that he is required to report as debt in keeping with accounting best practices.

Councilmember Philbin asked if the City's budget trajectory is sustainable for the next five years given the tax limits imposed on cities by the Texas legislature. Tom said that to go forward with just the 3.5% tax revenue increase cap, there would need to be more and continuing cost savings and some serious attrition in personnel. Councilmember Philbin asked if a voter-approved tax increase is coming. Tom said that it seems likely for University Park as well as for many other cities in Texas.

Councilmember Philbin asked about the long-term impact of DART funding on the City's budget. Robbie said that the City joined DART when it began in 1983 and began giving 1 cent of its 2 cents sales tax (about \$7M annually) to be a member of DART. He explained that other non-DART cities can use the 1 cent for other things like funding libraries and parks. Councilmember Philbin noted that other non-DART member cities can use their full 2 cents of sales tax to offer competitive employee salaries.

Councilmember Myers asked how much it would cost to take care of the deferred maintenance list at the pool. Tom said that this can be addressed at a future meeting, but that pool repairs are handled with pay-as-you-go capital projects involving internal budget transfers.

There were no speakers, so Mayor Stewart closed the public hearing.

[25-216](#)

Conduct a public hearing on proposed Tax Year 2025 (FY2026) Tax Rate

Mayor Stewart opened the public hearing.

Director of Finance Tom Tvardzik said that this tax rate hearing was being held in accordance with state statute.

The FY2026 proposed tax rate for University Park is \$0.218565, or 21.8565 cents per \$100 value.

He said that the property tax bill for the average University Park home would be \$5,489, or \$236 more than last year's bill.

There were no questions, so Mayor Stewart closed the public hearing.

[25-217](#)

Consider approval of an ordinance adopting the FY2026 budget

A motion was made by Councilmember Phillip Philbin, seconded by Councilmember Bob Myers, to approve the ordinance adopting the fiscal year 2026 budget. 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. 25-022

[25-218](#)

Consider ratification of Tax Year 2025 (FY2026) tax revenue increases

Director of Finance Tom Tvardzik said that this agenda item is to consider ratification of the Tax Year 2025 (FY2026) tax revenue increase. Following the approval of the Fiscal Year 2026 budget, Texas law (specifically, Texas Local Government Code section 102.007(c)) requires a separate vote to ratify the property tax increase outlined in the budget. The legislatively mandated statement of increase was included in the Notice of Public Hearings on the FY2026 Proposed Annual Budget, as published in the August 20th edition of the Daily Commercial Record, the newspaper of record for University Park. As just mentioned, the statement is also included on the cover of the City Manager's Fiscal Year 2026 budget. The statement requiring ratification reads as follows:

"THIS BUDGET WILL RAISE MORE TOTAL PROPERTY TAXES THAN LAST YEAR'S BUDGET BY \$1,300,842, OR 4.86%, AND OF THAT AMOUNT, \$363,484 IS TAX REVENUE TO BE RAISED FROM NEW PROPERTY ADDED TO THE TAX ROLL THIS YEAR."

In simple terms, this year's budget raises about \$1.3 million more in total property tax revenue than last year's budget. Roughly \$363,000 of that increase (or, 1.36% of the 4.86% total increase) comes from new development, new homes or renovations that were added to the tax roll for the first time this year. The remaining increase of approximately \$937,000 (or, 3.5% of the 4.86% total) is from existing properties taxed at the voter approval rate.

A motion was made by Councilmember Phillip Philbin, seconded by Councilmember Bob Myers, to ratify the tax revenue increase of \$1,300,842 as reflected in the fiscal 2026 budget. The motion carried by the following vote:

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

25-219

Consider approval of an ordinance levying the Tax Year 2025 (FY2026) property tax rate

Director of Finance Tom Tvardzik said that this agenda item is to consider an ordinance levying the 2025 tax rate, which is critical to implementing the fiscal year 2026 budget. In its simplest terms, the proposed rate of 21.8565 cents per \$100 of taxable value is a reduction of more than a whole cent, or almost 5%, from the previous year. As noted in the ordinance, property taxes on a hypothetical \$100,000 property will decrease by \$11.39 under this new rate, absent any change in the home's taxable value from one year to the next.

He also noted that this proposed tax rate does not exceed the "Voter Approval Rate", therefore it is not subject to a later vote or recall.

Finally, upon the passage of this ordinance, no unused tax increment remains.

A motion was made by Councilmember Phillip Philbin, seconded by Councilmember Bob Myers, that, by approving this ordinance, the property tax rate be increased by the adoption of a tax rate of 21.8565 cents per hundred dollars of taxable value, which is effectively an 5.75% increase in the tax rate.

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. 25-023

25-220

Consider approval of an ordinance adopting Fee Schedule changes for FY2026

Director of Finance Tom Tvardzik said that this ordinance will adopt various Fee Schedule changes required by the FY2026 Budget. Among others, these include a 4% increase in water rates, which is a pass-through of a comparable increase imposed by the Dallas County/Park Cities Municipal Utility District, a 4% increase in wastewater rates, also a pass-through of increases - but from Dallas Water Utilities, a 9% increase in sanitation fees due to higher operational costs and preparations for future market-based tipping fees, and a 50% increase in stormwater fees to ensure we are adequately funding ongoing activities and servicing our revenue-backed debt.

He said that other changes to the schedule include increases to Fire Department operational permits, ambulance transport fees, fire code re-inspections, racquet sport instructor fees, building inspection fees, recycling container charges, utility tap fees, and animal control fees, as detailed in the ordinance. These fee adjustments were included in the adopted FY2026 budget, were reviewed by the Finance Advisory Committee and will go in to effect on October 1, 2025, if passed.

A motion was made by Councilmember Phillip Philbin, seconded by Councilmember Bob Myers, to approve this ordinance adopting the FY2026 Fee Schedule changes. 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. 25-024

[25-212](#)

Consider an ordinance adopting the FY26 Pay Plan

Director of Human Resources Talia Gregory said that this ordinance adopts the Fiscal Year 2026 pay plan.

She said that the proposed budget includes providing approximately \$550,000 to fund merit-based increases, which will go into effect October 1, 2025, under the existing Pay Plan rates. Merit-based increases are granted to employees who meet the performance standards under the City's evaluation system, and have an open step available in their grade.

The budget also provides approximately \$380,000 for a 3% across-the-board, cost-of-living adjustment, to be effective January 1, 2026. The FY2026 Pay Plan being considered this evening reflects the rates that will be in effect after that COLA is granted.

She said that following the retirement of the Director of Community Development, and in accordance with the City's new Vacancy Review Policy, City staff eliminated that position and reassigned its responsibilities to the Director of Public Works.

She said that the FY2026 Pay Plan was reviewed and recommended for approval by the Employee Benefits Advisory Committee.

A motion was made by Councilmember Phillip Philbin, seconded by Councilmember Bob Myers, to approve the ordinance adopting the FY2026 Pay Plan. 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. 25-025

[25-225](#)

Conduct a public hearing regarding establishment of a Special Sign District for the land parcel at 6600 Snider Plaza

Mayor Stewart opened the public hearing. Director of Public Works Keegan Littrell spoke about the proposed creation of a Special Sign District at 6600 Snider Plaza. The proposal is to put six signs on the second floor of the building to provide public visibility to the second floor tenants. He said that the Zoning and Development Advisory Committee (ZADAC) reviewed this proposal and recommended approval. The three businesses on the sign would be Body Lounge, Strode Property Company, and Beacon Advisors.

Keegan said that the applicant, Mr. Strode, was present in the Council Chamber if the City Council had any questions for him. Mayor Pro Tem Aldredge asked if this special sign district would be for this building only and would it only be for three signs. Keegan said yes. Councilmember Rieman asked if the special sign district is just for the second floor. Keegan said yes.

There were no speakers, so Mayor Stewart closed the public hearing.

[25-226](#)

Consider an ordinance establishing a Special Sign District for the land parcel at 6600 Snider Plaza

A motion was made by Councilmember Melissa Rieman, seconded by Councilmember Bob Myers, to approve 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. 25-026

25-207**Consider referral to Planning and Zoning Commission of Short-Term Rental Draft Ordinance**

Assistant City Manager Shanna Sims-Bradish said that this is a follow up from an August 19 presentation regarding short term rentals (STRs). The Zoning and Development Advisory Committee (ZADAC) recommended that the City Council adopt an ordinance. She said at the August 19 Council meeting, the direction given was to move forward with an ordinance modeled after a City of Grapevine ordinance. She said that a draft ordinance was provided in the agenda packet. This will define STRs and prohibit them except for in multi-family zoning areas. This agenda item will refer the discussion of this proposed ordinance to the Planning & Zoning Commission (P&Z).

Councilmember Rieman asked how many STRs are in the City. Shanna said that some have been identified but it varies and there is not a confirmed number. Councilmember Rieman asked if we have an idea of how many are in the multi-family areas of the City. City Manager Corder said it seems like there are more STRs in the single-family areas.

A motion was made by Councilmember Phillip Philbin, seconded by Councilmember Melissa Rieman, to refer discussion of a zoning ordinance regarding short term rentals to the Planning and Zoning Commission. The motion carried by the following vote:

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

25-224**Consider a resolution declaring support for each member city of the Dallas Area Rapid Transit (DART) to have a member on the DART Board of Directors entitled to a weighted vote**

City Manager Corder said that this resolution declares support for each member of the Dallas Area Rapid Transit (DART) to have a member on the DART Board of Directors entitled to a weighted vote.

He said that every fifth year, the DART Board of Directors goes through a reapportionment process to determine representation on the board. This resolution would give each DART member city a representative on the Board. However, the representative vote would be weighted based on population or sales tax contribution.

Councilmember Philbin asked if this reapportionment would change which city controls DART or change the level of services received by the City of University Park. Robbie said no.

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

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

Enactment No: RES No. 25-022

V. PUBLIC COMMENTS

None

VI. ADJOURNMENT

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

Considered and approved this 7th day of October 2025:

Tommy Stewart, Mayor

ATTEST:

Christine Green, City Secretary