



**Meeting Minutes
City Council**

Tuesday, November 5, 2024

5:00 PM

Council Chamber

EXECUTIVE SESSION

3:00 - 4:00 P.M. Pursuant to TGC§ 551.071, the City Council met in closed session to consult with the City Attorney regarding 1) accessibility and access requirements associated with the intersection of Hillcrest and Daniel and the Miracle Mile (Lovers Lane); and 2) e-bike regulations concerning Chapter 551 of the Transportation Code. No action was taken. Council Conference Room, 2nd Floor, City Hall.

PRE-MEETING WORK SESSION(S)

4:00 - 4:15 P.M. The City Council met in open work session to receive a briefing from staff regarding Dallas Area Rapid Transit (DART). No action was taken. Council Conference Room, 2nd floor, City Hall.

4:15 - 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: City Councilmember Bob Myers

B. PLEDGE OF ALLEGIANCE: City Councilmember Bob Myers / Scouts

Scouts Jack Bodwell of Troop 82, Charles Tate, of Troop 70, and Robert Maddox were present as part of earning their Citizenship in the Community and Communication merit badges. Joben Singh of Troop 518 was present to be recognized as a Diane Galloway Volunteer of the Year by the Friends of the Library.

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, Community Information Officer Paige Ruedy, Special Projects Coordinator Amanda Hartwick, City Secretary Christine Green, Youth Services Librarian Zoe Williams, Library Director Jackie Lott, Fire Chief Randy Howell, Chief of Police Bill Mathes, Director of Engineering Katie Barron, Director of Public Works Keegan Littrell, Director of Parks & Recreation Sean Johnson, Director of Community Development Patrick Baugh, Assistant City Manager Shanna Sims-Bradish, Assistant Director of Parks & Recreation Caroline Seward, and Park Superintendent Ann Allen.

II. AWARDS AND RECOGNITION[24-265](#)

Friends of the Library check presentation and Volunteers of the Year recognition

University Park Friends of the Library Michael Gerstle presented a check to the City in the amount of \$94,827.07.

He also recognized three youth volunteers as the Diane Galloway Volunteers of the Year: Miranda McParlin, Joben Singh, and Jordan Wallingford.

Mr. Gerstle spoke about the Friends' activities to promote the UP Public Library and raise funds for its operation, including memberships, the Second Chapter Bookstore, North Texas Giving Day, a grant from La Fiesta, and two fundraisers. He noted that the total amount given to the Library this year by the Friends of the Library is \$122,375 which included contributions toward funding the programmatic study, the Summer Reading Program, and Teen and Tween programming.

Councilmember Melissa Rieman thanked the Friends of the Library and the volunteers of the year for their work on behalf of the Library.

Councilmember Myers left the meeting during this presentation.

[24-260](#)

Proclamation - Arbor Day 2024

Mayor Stewart read a proclamation declaring November 1, 2024 as Arbor Day in University Park.

III. CONSENT AGENDA

[24-257](#)

Consider approval of a contract for Mile per Year on-call survey services

City Manager Corder said that this is proposed contract with engineering firm RLG for surveying services for the City's Mile per Year water and sewer line replacement project. The survey work is needed so that the design work can be completed by City staff. The contract is in an amount not to exceed \$70,000.

This contract was approved.

[24-266](#)

Consider approval of the 2025 Legislative Program

City Manager Corder said that this is the City's proposed 2025 legislative program. He said that the program was developed jointly with the Town of Highland Park. The Texas legislative session begins on January 14. Items in the legislative platform include protections for local control and zoning as well as financial items.

He said that the University Park and Highland Park mayors will meet with our legislative delegation before the session starts to present the program.

The 2025 Legislative Program was approved.

[24-261](#)

Consider the minutes of the October 15, 2024 City Council meeting, with or without correction

The minutes were approved.

Approval of the Consent Agenda

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

Aye: 4 - Mayor Stewart, Mayor Pro Tem Aldredge, Councilmember Philbin, and Councilmember Rieman

Excused: 1 - Councilmember Myers

IV. MAIN AGENDA

[24-263](#)

Consider approval of a temporary license agreement to facilitate an outdoor holiday market on the sidewalks of Snider Plaza

Special Projects Coordinator Amanda Hartwick said that merchants in the 6600 block of Snider Plaza have requested a special event permit for an outdoor Holiday Market in Snider Plaza on Saturday, November 16 from 10 a.m. to 3 p.m.

Because this will involve setting up tables of merchandise on the sidewalks, this event requires a license agreement to use the public sidewalks. The agreement requires the merchants to keep the right-of-way open and accessible during the event. She said that staff recommends approval of the temporary license agreement.

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

Aye: 4 - Mayor Stewart, Mayor Pro Tem Aldredge, Councilmember Philbin, and Councilmember Rieman

Excused: 1 - Councilmember Myers

[24-256](#)

Consider a request to abandon right-of-way adjacent to 4369 Potomac

Director of Public Works Keegan Littrell said that staff received a request from the property owners at 4369 Potomac to abandon a strip of land along the length of their property on Armstrong. He explained staff's concerns that this abandonment might potentially compromise any future use of the right-of-way if and when the area is needed for stormwater management. He noted that there are also existing utility lines on the right-of-way. He said that staff does not support abandoning this right-of-way.

Bruce Birnbaum, an architect representing the property owners Laura and Keith Morrill, spoke about this request to abandon the right-of-way to allow for redevelopment of the property. He said that the owners would stipulate that the City could have an easement on the property if there is a need.

Following the vote, Mr. Birnbaum asked if the Council might consider a reduction in the side yard requirement for his clients. Robbie directed him to speak with the Director of Community Development.

A motion was made by Mayor Pro Tem Mark Aldredge, seconded by Councilmember Phillip Philbin, to deny this request. The motion carried by the following vote:

Aye: 3 - Mayor Stewart, Mayor Pro Tem Aldredge, and Councilmember Philbin

Nay: 1 - Councilmember Rieman

Excused: 1 - Councilmember Myers

[24-258](#)

Consider expansion of electric bicycle regulations in the City of University Park

City Manager Corder said that this was discussed in the meeting pre-session. Staff is seeking direction from the City Council on additional regulations to govern the use of electric bicycles in the City. He said the City received an ordinance from the Town of Highland Park that has two additional requirements on top of state requirements: 1) an e-bike rider must have a driver license; and 2) the bike must be registered with the City and display a registration sticker. He said the City Council enacted some requirements last year to require riders to wear helmets and prohibiting e-bikes on the sidewalks.

Councilmember Philbin said he's proud of the City for having its Youth Advisory Commission research this topic and create a publicity campaign to educate the public about the use of e-bikes. He said that the City passed an ordinance over a year ago and has focused on the issue, but some recent events caused the City to intensify its focus. He said he believes that 1) enforcement needs to be stricter; and 2) we should look to be consistent with the Town of Highland Park and the Highland Park Independent School District for uniform enforcement throughout the school district, Town and City. He suggests that the City comes back with a recommendation that is consistent with what the Town is doing as well as any considerations with the school district. Mayor Pro Tem Aldredge said he agrees.

A motion was made by Councilmember Phillip Philbin, seconded by Mayor Pro Tem Mark Aldredge, to request that City staff come back to the City Council with a proposed e-bike ordinance consistent with the Town of Highland Park ordinance and any additional considerations they receive from HPISD. The motion carried by the following vote:

Aye: 4 - Mayor Stewart, Mayor Pro Tem Aldredge, Councilmember Philbin, and Councilmember Rieman

Excused: 1 - Councilmember Myers

[24-262](#)

Consider Williams Park pickleball court noise reduction system

Director of Parks and Recreation Sean Johnson recapped staffs' research into reducing pickleball noise at the Williams Park courts following complaints from nearby residents. At the October 1 City Council meeting, staff reviewed the findings of a sound study conducted by the Youth Advisory Commission (YAC) using different pickleball paddles and balls to mitigate noise. Staff also presented additional information and recommendations received from SLN/CR consultants regarding an absorptive noise reduction "baffling" system for the pickleball courts, removing the backboards, and adding an additional fountain in Williams Pond. At this meeting, the Council directed staff to explore the cost and effectiveness of the various noise reducing solutions.

Sean said that he obtained a cost estimate of \$40K - \$60K to add an additional fountain to Williams Park. He did not have any data to indicate how much this fountain might mask noise from the pickleball courts.

Sean cited several examples from communities that had conducted sound studies after installing the sound baffling panels on their pickleball courts. Manchester by the Sea, Massachusetts found that the sound was reduced by about 16 decibels, and Windsor, Colorado reported that they had not received any complaints from residents about pickleball noise after installing the panels. Sean displayed a quote in the amount of \$29,442 from SLN/CR for the purchase of panels

He answered a question from the pre-session that it would cost around \$60K to install a Nellie R. Stevens holly landscape barrier around the court. He said that staff is seeking Council guidance on how to proceed on this issue.

Councilmember Rieman thanked Sean for his leadership - she said she knows that staff, YAC, and the Park Advisory Committee spent a lot of time researching solutions for this problem. She asked if Manchester by the Sea had installed panels on all four sides of the pickleball courts to obtain the 16 point reduction in noise. Sean said yes, and he said that Windsor had installed the panels on only two sides. Sean said that staff is proposing to install panels on two sides of the Williams Park courts.

Mayor Pro Tem Aldredge asked about delivery time for the panels. Sean said it will take 6-8 weeks for delivery.

Councilmember Philbin said his recommendations are 1) run the existing fountain while pickleball is going on; 2) require use of the quieter paddles and balls on the courts; and 3) explore a green solution like planting more trees and landscaping to muffle the sound.

A motion was made by Mayor Pro Tem Mark Aldredge, seconded by Councilmember Melissa Rieman, to approve the purchase of a pickleball court noise reduction system for Williams Park. The motion carried by the following vote:

Aye: 4 - Mayor Stewart, Mayor Pro Tem Aldredge, Councilmember Philbin, and Councilmember Rieman

Excused: 1 - Councilmember Myers

[24-259](#)

Discuss the two-way traffic designation on Rosedale Avenue

Director of Public Works Keegan Littrell said that it was suggested that the City change Rosedale to two-way traffic to facilitate access to Snider Plaza during the construction project. He said that the neighbors on Rosedale objected to the change at the October 15 City Council meeting citing safety concerns and not having received prior notification about the change.

Mayor Pro Tem Aldredge asked if Keegan went back to talk to the Snider Plaza merchants about changing traffic on Rosedale back to one-way. Robbie said the idea for changing Rosedale to two-way traffic originated from meetings with merchants in Snider Plaza who felt that this change would improve access to the Plaza during construction. He said that the only feedback received was a thank you at a subsequent meeting. Councilmember Philbin asked how many parking spots went away when the street went from one-way to two-way. Keegan said five or six parking spots were no longer available with this traffic configuration.

Councilmember Rieman asked the current status of the construction. Keegan said that the construction is currently on Rankin.

Mayor Stewart recognized several speakers.

Mike Ellis, 3445 Rosedale, said that Rosedale is too narrow and too busy with traffic to allow two-way traffic.

Anna Shinkaruk, 3428 Rosedale, said that she and the other residents did not receive notice of the change in direction on the street and she received a parking ticket for parking in her usual onstreet parking spot following the traffic change. She also said that she believes the two-way traffic is unsafe for a narrow street.

Matt Dixon, 3448 Rosedale, and owner of several properties on the block, read several emails from residents on the street who complained about the change and asked that the street be returned to one-way. He complained that there is not sufficient signage on the street and service delivery vehicles were having difficulty navigating the street.

Keegan offered to answer questions - he responded to the suggestion to end the two-way traffic after six months. Keegan said that construction will return to the Rosedale end of the Plaza in about six months, so the timing may not work out.

Councilmember Rieman asked what is the width of the street. Robbie said Rosedale is 26 feet curb-to-curb with a 40 foot right-of-way. Milton is 26 feet curb-to-curb with a 40 foot right-of-way, Westminster is 26 feet curb-to-curb with a 40 foot right-of-way, and Rankin is 28 feet with a 40 foot right-of-way (45 feet as you get closer to Snider Plaza).

Mayor Stewart said that he is open to more discussion about this issue and believes that safety is the main concern.

V. PUBLIC COMMENTS

None

VI. ADJOURNMENT

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

Considered and approved this 19th day of November, 2024:

Tommy Stewart, Mayor

ATTEST:

Christine Green, City Secretary