



# City of University Park

City Hall  
3800 University Blvd.  
University Park, TX 75205

## Meeting Minutes City Council

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Tuesday, June 18, 2024

5:00 PM

Council Chamber

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### EXECUTIVE SESSION

*2:30 - 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 street and sidewalk improvements in Snider Plaza and on Lovers Lane/Miracle Mile; 2) a revenue sharing agreement with the City of Dallas; and 3) pursuant to TGC§ 551.075, to discuss building security at City facilities. No action was taken. Livingston Conference Room, 1st 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: Assistant City Manager Shanna Sims-Bradish

B. PLEDGE OF ALLEGIANCE: Assistant City Manager Shanna Sims-Bradish / Scouts

Knox Brookshire of Troop 80 was present as part of earning his Citizenship in the Community merit badge. He assisted the Mayor and City Council in leading the Pledge of Allegiance.

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, City Secretary Christine Green, Interim Library Director Amanda Hartwick, Community Information Officer Paige Ruedy, Police Department Intern Claire Walker, Chief of Police Bill Mathes, Director of Engineering Katie Barron, Director of Public Works Keegan Littrell, Purchasing Manager Elizabeth Anderson, Director of Parks & Recreation Sean Johnson, Director of Human Resources Cheree' Bontrager, Fire Chief Randy Howell, and Director of Community Development Patrick Baugh.

**II. AWARDS AND RECOGNITION**

None

**III. CONSENT AGENDA****[24-118](#)**

Consider a resolution appointing Gary Slagel as the City's shared representative on the DART Board of Directors

City Manager Corder said that this resolution appoints Gary Slagel as the City's shared representative on the Dallas Area Rapid Transit (DART) Board of Directors. University Park shares its representative with the City of Richardson and the Towns of Addison and Highland Park.

Mr. Slagel addressed the City Council and said he appreciates the opportunity to continue serving the City of University Park.

**This resolution was approved.**

Enactment No: RES No. 24-005

**[24-119](#)**

Consider a resolution appointing Highland Park Town Council Member Marc Myers as an alternate representative of the Regional Transportation Council

City Manager Corder said that this resolution appoints the City's shared representative to the Regional Transportation Council (RTC). Highland Park Town Council Member Marc Myers will serve as an alternate representative for a two-year term.

**This resolution was approved.**

Enactment No: RES No. 24-006

**[24-116](#)**

Consider the minutes from the June 4, 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:** 5 - Mayor Stewart, Mayor Pro Tem Aldredge, Councilmember Philbin, Councilmember Myers, and Councilmember Rieman

## IV. MAIN AGENDA

### 24-120

Discuss PTA sponsorship banner regulations at Hyer Elementary School

Director of Community Development Patrick Baugh said this is a follow-up to an ordinance approved in April 2023 that allowed PTA sponsorship banners to be displayed on the perimeter fence at Hyer Elementary. He said that the Council asked to revisit the regulations after one year. Hyer is currently allowed to display four banners on the fence along Caruth Blvd. He said he anticipates that the Hyer PTA will request an amendment to the ordinance to allow them to display eight banners, just like UP Elementary is allowed to do.

Councilmember Myers asked where an additional four banners would go. Pat said he did not know because he had not yet received a request from the Hyer PTA.

Councilmember Philbin asked Pat a series of questions about the sponsorship banners at Hyer to determine that the purpose of the signs is to raise money, the content of the signs is not regulated by the ordinance, and these signs are different from the signs at UP Elementary in that they directly face homes.

Councilmember Myers asked if the homeowners along Caruth have been surveyed. Pat said that the homeowners directly across the street from the portion of fence with the signs did not object to the placement of the signs.

[24-115](#)**Consider award of RFP #2024-04 Tree Survey and Related Consulting Services**

Assistant City Manager Shanna Sims-Bradish said that this agenda item is to consider a contract award for a tree survey and related services. Staff evaluated the four proposals that were submitted, and selected Davey Resource Group as the firm that could offer the best value to the City. The proposal is in an amount not to exceed \$175,000.

Shanna said that the project is a full survey of the City's trees to include health of trees and identification of notable trees. The survey will prioritize trees in public spaces and can include trees on private property. The survey data can be integrated into the City's asset management software system.

She said that they plan to begin the tree inventory in July 2024 with findings presented this fall.

Councilmember Philbin asked about the difference between the governmental purpose in inventorying trees on public property vs. trees on private property.

Shanna said that trees on public land are public assets, so surveying the trees on public property is important for ensuring the health and safety of the trees and providing a safe environment. She said that surveying trees on private property is less important, although sometimes private property trees affect public property and utilities and sometimes come up during development questions.

Councilmember Philbin said he thinks the governmental purpose for surveying trees on public property is different than the governmental purpose, if any, for surveying trees on private property.

Shanna said that the contract can break out the private property survey and clarify that this is just for public property.

**A motion was made by Councilmember Melissa Rieman, seconded by Mayor Pro Tem Mark Aldredge, to approve this contract award for a tree survey and related consulting services for trees on public property only. The motion carried by the following vote:**

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

[24-117](#)

Consider approval of contract renewal for the original CSP #2022-05 Contract with SYB Construction Company

City Engineer Katie Barron said that this is a contract renewal for mile-per-year water and sewer line replacement with SYB Construction Company. This contract was originally awarded in August 2022. SYB started working in March 2023 (late due to supply chain issues), and they completed more than a mile of work since that time. Staff has been pleased with SYB's performance and wants to renew this contract. She said that SYB is amenable to renewing for an additional year at the original bid prices, and this will allow continuity in the alley work throughout the City. She said that staff recommends accepting the first renewal of the original CSP #2022-05 Contract with SYB Construction Company for a total amount of \$6,200,000.

**A motion was made by Mayor Pro Tem Mark Aldredge, seconded by Councilmember Bob Myers, to approve this contract renewal. 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

Ann Higginbottom, resident of 3908 Colgate and incoming Hyer Elementary PTA president, said she is thankful for the City Council's generosity in allowing the sponsorship banners on the fences as this is important to their PTA fundraising efforts

She said that the PTA plans to submit a request for four additional signs, and that the sponsorship partners are chosen for being aligned with values of the school.

## VI. ADJOURNMENT

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

Considered and approved this 2nd day of July 2024:

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Tommy Stewart, Mayor

ATTEST:

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Christine Green, City Secretary