



City of University Park

City Hall
3800 University Blvd.
University Park, TX 75205

Meeting Minutes City Council

Tuesday, January 21, 2025

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) Dallas Area Rapid Transit (DART) - Chapter 452 of the Transportation Code; and 2) accessibility and access requirements associated with street and sidewalk improvements at a) the intersection of Hillcrest and Daniel; b) Snider Plaza; and c) Miracle Mile (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: Fire Chief Randy Howell

B. PLEDGE OF ALLEGIANCE: Fire Chief Randy Howell / Scouts

Scouts Erik Hegar, Jack Nichols, Nathan, Luke Falconer, Raphael Zhou, and Colin Singleton of Troop 70 were present as part of earning their Communication merit badges. They assisted the 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, Special Projects Coordinator Amanda Hartwick, Community Information Officer Paige Ruedy, Chief of Police Bill Mathes, Fire Chief Randy Howell, Director of Human Resources Talia Gregory, Director of Engineering Katie Barron, Assistant City Manager Shanna Sims-Bradish, Library Director Jackie Lott, Fleet Manager/Supervisor Owen Downham, Purchasing Manager Elizabeth Anderson, Director of Parks & Recreation Sean Johnson, Director of Community Development Patrick Baugh, and Director of Public Works Keegan Littrell.

II. AWARDS AND RECOGNITION

None

III. CONSENT AGENDA**[25-008](#)**

Consider purchase of Cement Truck

City Manager Corder said that this is the purchase of a new cement truck for the Street Division. A 2009 Freightliner truck will be replaced with a 2025 Freightliner with a Cementec body. The truck is available from Romco in the amount of \$270,033.56 via a Sourcwell cooperative purchasing contract that satisfies statutory purchasing requirements.

This purchase was approved.

[25-009](#)

Consider awards of Mowing, Bed Maintenance Contracts

City Manager Corder said that the City received five proposals in response to Requests for Proposals to provide routine mowing and flower bed maintenance in the City's parks and public green spaces.

Staff recommends awarding both contracts to Bare Roots Landscape Solutions - the mowing contract is in the annual amount of \$171,634.07 and the bed maintenance contract is in the annual amount of \$61,930.76.

Both contracts are for one year with up to four optional annual renewals.

These contracts were awarded to Bare Roots Landscape Solutions.

[25-010](#)

Consider rejecting all bids received for Project # 2024-17 Portland Cement

City Manager Corder said that staff recommends rejecting all bids received for Portland cement. This product is used by the Streets Division to make concrete used in streets and alleys. Due to recent market volatility, Portland cement vendors have not been willing to commit to an annual contract price. Only one bid was received in response to a request for bids, and it was four times higher than what the City is currently paying. He said that the City will try to re-bid this contract in a few months.

The bids were rejected.

[25-011](#)

Consider the minutes of the January 7, 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

[25-013](#)

Consider approval to purchase two LIFEPAK 35 Monitor/Defibrillators

Fire Chief Randy Howell said that this is for the purchase of two LIFEPAK 35 Monitor/Defibrillators. These devices are used by the City's paramedics to provide life-saving intervention and patient care. He said that the current units are 2013 models (12 years old) and that they are no longer covered by a service contract. He said that this purchase will be made from Stryker Medical via a Sourcewell cooperative purchasing contract in the amount of \$114,858.88.

Councilmember Rieman asked what will happen to the 2013 units. Chief Howell said that they will be traded in for \$1000 per unit.

Councilmember Philbin thanked Chief Howell and the Fire Department for all that they do to keep the community safe.

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

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

[25-014](#)

Consider an ordinance amending the FY25 Pay Plan

Director of Human Resources Talia Gregory said that this ordinance adds shift differential pay and certification pay for the Emergency Communication Supervisor position to the FY25 Pay Plan. This pay was inadvertently left off the FY25 Pay Plan Ordinance.

A motion was made by Councilmember Melissa Rieman, seconded by Mayor Pro Tem Mark Aldredge, 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. 25-001

V. PUBLIC COMMENTS

None

VI. ADJOURNMENT

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

Considered and approved this 4th day of February, 2025:

Tommy Stewart, Mayor

ATTEST:

Christine Green, City Secretary