



# City of University Park

City Hall  
3800 University Blvd.  
University Park, TX 75205

## Meeting Agenda

### City Council

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Tuesday, October 21, 2025

5:00 PM

Council Chamber

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#### PRE-MEETING WORK SESSION(S)

3:00 - 3:20 P.M. The City Council will meet in open work session to receive a briefing from staff regarding draft tree policy recommendations. No action will be taken. Council Conference Room, 2nd floor, City Hall.

[25-242](#)

Receive City Council feedback on draft tree policy recommendations

**Attachments:** [Tree Policy Review - Agenda Cover Memo 090225 - Draft 1.docx](#)  
[Tree ordinance.docx](#)

3:20 - 4:00 P.M. The City Council will meet in open work session to receive agenda item briefings from staff. No action will be taken. Council Conference Room, 2nd floor, City Hall.

4:00 - 5:00 P.M. The City Council will attend a reception for Dick Wood, Jr. who is retiring as Assistant City Attorney / City Prosecutor. No action will be taken. Council Conference Room, 2nd floor, City Hall.

#### TO COMMENT ON AN AGENDA ITEM

The public may address the Council on an agenda item before or during the meeting by one of the following methods:

- Complete a green "Request to Speak" form and return it to the City Secretary at the meeting. When called forward by the Mayor, before beginning their remarks, speakers are asked to go to the podium and state their name and address for the record.
- Register online to speak by completing the form at <https://uptexas.org/Calendar>, City Council Meeting for Tuesday, October 21.
- Use eComment by accessing the agenda at <https://uptexas.org/Calendar>, City Council Meeting for Tuesday, October 21.
- E-mail the City Secretary at [city-secretary@uptexas.org](mailto:city-secretary@uptexas.org). E-mailed comments will be accepted until 1 p.m. on October 21.

#### I. CALL TO ORDER

A. INVOCATION: Director of Parks & Recreation Sean Johnson

B. PLEDGE OF ALLEGIANCE: Director of Parks & Recreation Sean Johnson / Scouts

C. INTRODUCTION OF COUNCIL: Mayor Tommy Stewart

D. INTRODUCTION OF STAFF: City Manager Robbie Corder

## II. AWARDS AND RECOGNITION

[25-247](#) Retirement recognition: Assistant City Attorney / City Prosecutor Dick Wood, Jr.

## III. CONSENT AGENDA

[25-244](#) Consider approval of an ordinance adding the 3200 block of Rankin to the Residential Parking Only designation for the 3000-3300 blocks of Milton (M District)

**Attachments:** [3200 Rankin RPD Revision Agenda Memo.docx](#)  
[Resident parking 3000-3300 Milton, 3200 Rankin.docx](#)

[25-246](#) Consider a reservation request from the Highland Park ISD Preschool Associations

**Attachments:** [Holiday Hayrides - Agenda Communication 2025.docx](#)  
[Preschool Holiday Hayride 2025.pdf](#)

[25-245](#) Consider the minutes of the October 7, 2025 City Council meeting, with or without correction

**Attachments:** [Agenda Memo - October 7 City Council minutes.pdf](#)  
[2025.10.07 Draft City Council Meeting Minutes.pdf](#)

## IV. MAIN AGENDA

[25-249](#) Conduct a public hearing for a proposed amendment of Planned Development 31 with a new detailed site plan for the addition of restrooms at City Hall. The property is located at 3800 University Boulevard.

**Attachments:** [PD 31 Amend Hearing PZ 25-004.docx](#)  
[Plans.pdf](#)  
[CITY HALL PD Layout1 \(1\).pdf](#)  
[Pages from Ordinance No. 05 16 Exhibits updated 2025-1002.docx](#)  
[Ordinance - Amend PD 31 city hall.docx](#)  
[PZ 25-004 - Summary of Responses.pdf](#)

**25-250**

Consider an ordinance to approve an amendment of Planned Development 31 with a new detailed site plan for the addition of restrooms at City Hall. The property is located at 3800 University Boulevard.

**Attachments:** [PD 31 Amend Action PZ 25-004.docx](#)  
[Plans.pdf](#)  
[CITY HALL PD Layout1 \(1\).pdf](#)  
[Pages from Ordinance No. 05 16 Exhibits updated 2025-1002.docx](#)  
[Ordinance - Amend PD 31 city hall.docx](#)  
[PZ 25-004 - Summary of Responses.pdf](#)

**25-248**

Consider Snider Plaza Identification Sign Concept - 6601 Hillcrest

**Attachments:** [Agenda Memo -Snider Plaza Identification Sign.docx](#)  
[Right of Entry Agreement - 6601 Hillcrest - Weitzman.pdf](#)  
[250889 - Snider Plaza - Univ Park TX - R4.pdf](#)  
[250889-2 Snider Plaza Proposal.pdf](#)

**25-243**

Consider an ordinance transferring fund balances from the SMU Land Sale Fund into the General Government Capital Projects Fund

**Attachments:** [Agenda Memo - SMU Land Sale Transfer.docx](#)  
[SMU Land Sale Transfer Ordinance](#)

## **V. PUBLIC COMMENTS**

*Anyone wishing to address an item not on the agenda should do so at this time. Public comments may also be submitted via eComment by accessing the City Council Meeting agenda for Tuesday, October 21 at <https://uptexas.org/Calendar> or by emailing the City Secretary at [city-secretary@uptexas.org](mailto:city-secretary@uptexas.org). E-mailed comments will be accepted until 1 p.m. on October 21. Please be advised that under the Texas Open Meetings Act, the Council cannot discuss or act at this meeting on a matter that is not listed on the agenda. However, in response to an inquiry, a councilmember may respond with a statement of specific factual information or a recitation of existing policy. Other questions or private comments for the City Council or staff should be directed to that individual immediately following the meeting.*

## **VI. ADJOURNMENT**

*As authorized by Section 551.071(2) of the Texas Government Code, this meeting may be convened into Closed Executive Session for the purpose of seeking confidential legal advice from the City Attorney on any Agenda items listed herein.*

## CERTIFICATE:

I, Christine Green, City Secretary, do hereby certify that a copy of this Agenda was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and on the City's website, [www.uptexas.org](http://www.uptexas.org), in compliance with Chapter 551, Texas Government Code.

DATE OF POSTING: \_\_\_\_\_

TIME OF POSTING: \_\_\_\_\_

\_\_\_\_\_  
Christine Green, City Secretary