



City of University Park

City Hall
3800 University Blvd.
University Park, TX 75205

Meeting Minutes City Council

Tuesday, April 7, 2026

5:00 PM

Council Chamber

EXECUTIVE SESSION

3:00 - 4:00 P.M. Pursuant to TGC§ 551.072, the City Council met in closed session to deliberate regarding the purchase of real property on Rankin; and, pursuant to TGC§ 551.071, to consult with the City Attorney regarding Dallas Area Rapid Transit (DART) - Chapter 452 of the Transportation Code. No action was taken. Council Conference Room, 2nd Floor, City Hall.

PRE-MEETING WORK SESSION(S)

4:00 - 4:10 P.M. The City Council met in open work session to receive a briefing from staff regarding an interlocal agreement (ILA) between the City and HPISD. No action was taken. Council Conference Room, 2nd floor, City Hall.

[26-069](#) HPISD Interlocal Agreement Update

4:10 - 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

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

Scout Gus McHugh of Troop 518 was present as part of earning his Communication Merit Badge.

C. INTRODUCTION OF COUNCIL: Mayor Tommy Stewart

D. INTRODUCTION OF STAFF: City Manager Robbie Corder

Staff in attendance included City Attorney Rob Dillard, Public Safety Tech Support Mark Madolora, Community Information Officer Paige Ruedy, Special Projects Coordinator Amanda Hartwick, City Secretary Christine Green, Chief of Police Bill Mathes, Purchasing Manager Elizabeth Anderson, Fleet Manager/Supervisor Owen Downham, Director of Parks & Recreation Sean Johnson, Assistant City Manager Shanna Sims-Bradish, Fire Chief Randy Howell, Director of Human Resources Talia Gregory, Library Director Jackie Lott, Parks Recreation Manager Kaylon Jackson, and Director of Public Works Keegan Littrell.

II. AWARDS AND RECOGNITION[26-064](#)

Proclamation - Mayor for the Day - Helen Scott Helm

Mayor Stewart read a proclamation declaring Boone Elementary School student Helen Scott Helm as Mayor for the Day, April 7, 2026.

[26-070](#)

Retirement recognition - John Trussell

Chief of Police Bill Mathes recognized Sgt. John Trussell on his retirement from the University Park Police Department after 19 years. Police Department members in attendance included Detective Matt Lewis, Officer Chris Thompson, Police Records Coordinator Sharon Jones, and Professional Standards Sergeant Gloria Banderet.

[26-071](#)

Retirement recognition: Director of Parks & Recreation Sean Johnson

City Manager Robbie Corder recognized Sean Johnson on his retirement as Director of Parks & Recreation. He highlighted Sean's accomplishments, including earning an accreditation for the Parks Department through the Commission for Accreditation of Parks and Recreation Agencies (CAPRA) and development of a Parks Master Plan. He also noted some organizational improvements that Sean made to the department, and said that a number of improvements were made to the parks system, including opening Shaddock Park, Centennial Park improvements, Curtis Park improvements, and the Williams Park Pickleball Court. Sean thanked Robbie and the City Council and praised his team in the Parks Department for their successes.

III. CONSENT AGENDA

[26-065](#)

Consider approval of Patrol Vehicle Purchases

City Manager Corder said that this is the planned replacement of three patrol vehicles for the Police Department. The new vehicles are 2026 Chevrolet Tahoe Police vehicles. The vehicles are available from Caldwell County Chevrolet via a BuyBoard cooperative purchasing contract in the total amount of \$260,509. He said that this price also includes the upfit kits already installed on the vehicles.

This purchase was approved.

[26-076](#)

Consider directing the City Manager to enter into a legal / accounting services contract for DART obligations calculation

City Manager Corder said that this is proposed authorization for the City Manager to enter into a legal and accounting services contract associated with calculating the City's financial obligation to DART.

This authorization was approved.

[26-063](#)

Consider the minutes of the March 17, 2026 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

[26-072](#)

Conduct a public hearing for Planned Development District 25 to amend the detailed site plan to add a locker room/covered batting cage building to the softball field. The property address is 330 Westchester. PZ 26-002

Mayor Stewart opened the public hearing.

Director of Public Works Keegan Littrell presented this proposed amendment to Planned Development (PD) 25 on the HPISD campus. He said that this amendment will allow for the addition of a locker room and covered batting cages to be installed at the softball field on the property at 330 Westchester.

He said that when this application was presented to the Planning and Zoning Commission (P&Z) at their March 10 meeting, they had received four responses to the notices that were mailed to nearby property owners - two were in favor and two were opposed to this amendment. He said that P&Z conducted a public hearing and recommended that the City Council conduct a public hearing and approve this amendment.

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

[26-073](#)

Consider an ordinance amending Planned Development District 25 to amend the detailed site plan to add a locker room/covered batting cage building to the softball field. The property address is 330 Westchester. PZ 26-002

A motion was made by Councilmember Phillip Philbin, seconded by Councilmember Bob Myers, to adopt 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. 26-020

[26-068](#)

Consider an ordinance abandoning alley right-of-way (ROW) between Lovers Lane and Hyer Street from Westchester to the Westchester / Preston alley

Director of Public Works Keegan Littrell said that this is related to the proposed Planned Development (PD) 33 amendment that will be considered next on the agenda. He said that HPISD requests that the City abandon the east/west alley that runs between Lovers Lane and Hyer Street from Westchester to the Westchester/Preston alley. The City has water and sanitary sewer mains in the alley. The sanitary sewer main serves only the buildings that will be demolished. The water main will be relocated by HPISD.

He said that the alley to be abandoned is a total of 7,020 square feet, and it was appraised at a value of \$200 per square foot, or \$1,404,000 total.

A motion was made by Councilmember Melissa Rieman, seconded by Councilmember Phillip Philbin, to adopt 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. 26-021

[26-074](#)

Conduct a public hearing for amending Planned Development District 33 to expand the boundary for a new practice field and parking lot design. The property addresses are 4113 - 4149 Lovers, 4112-4152 Hyer, 4113 Hyer and 4102 Grassmere. PZ 26-003

Mayor Stewart opened the public hearing.

Director of Public Works Keegan Littrell gave a presentation about the Highland Park Independent School District's (HPISD) request to amend Planned Development (PD) 33 by expanding the boundary for a new practice field and parking lot design. The property addresses are 4113-4149 Lovers, 4112-4152 Hyer, 4113 Hyer, and 4102 Grassmere. He said that there will be a net increase of 138 parking spots with this project.

Andrew Langer, 4139 Grassmere, said that he lives across the street and wanted to speak against the idea of cars exiting the parking lot onto Grassmere. He said he feels that there are too many students driving on the street and they drive too fast. He said he thinks that the Phase 2 parking is not needed.

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

[26-075](#)

Consider an ordinance amending Planned Development District 33 to expand the boundary for a new practice field and parking lot design. The property addresses are 4113 - 4149 Lovers, 4112-4152 Hyer, 4113 Hyer and 4102 Grassmere. PZ 26-003

Councilmember Rieman said that it is her understanding that only seniors are guaranteed a parking spot. HPISD Interim Assistant Superintendent of Business Services Scott Drillette said those lots are called the H lots, and they are relatively empty during the day. He said that they are trying to put parking spots closer to the high school to ensure use of the parking. Councilmember Philbin asked if the addition of these spots will take cars off the parking spaces in the Miracle Mile. Mr. Drillette said he thinks so. Councilmember Rieman asked Mr. Drillette to address the number of ways to get in and out of the parking lot. Robert with Glenn Engineering explained that cars can only enter the parking lot from Grassmere but not exit onto Grassmere.

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

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

Nay: 2 - Mayor Stewart, and Councilmember Myers

Enactment No: ORD No. 26-022

[26-066](#)

Consider award of a contract with Via for paratransit service

Special Projects Coordinator Amanda Hartwick said that the City Council approved a resolution at its February 17 meeting to affirm the City's commitment to provide paratransit services to residents should the voters choose to withdraw from Dallas Area Rapid Transit (DART) on May 2 and the City no longer has DART's paratransit service. She said that staff researched paratransit service vendors and recommended Via at the March 17 City Council meeting.

Amanda said that staff and councilmembers met with several local families about their priorities for paratransit. These included reliability/shortened wait times, consistency/familiarity with drivers, safety/tracking of rides, and types of trips (subscription, on-demand, and non-resident).

She said that Via was the paratransit vendor that provided the best fit solution for University Park - it has been in business for a number of years and is invested in transit in the DFW region.

She said that the proposed contract includes a total of five vehicles, including two that are wheelchair accessible. The service will operate 5 a.m. - midnight, Monday - Sunday, and the coverage zone will include city-wide service plus one mile radius of University Park and intercity travel to DART member cities. She said that this matches the service that the City currently has with DART, and it is customizable if the Council wants different parameters.

She said that the fixed upfront costs are \$82,900 due upon contract signing and are nonrefundable. If the voters opt to remain in DART, there is also a termination fee of \$49,600 for a total liability of \$132,500. There is a minimum of four weeks needed prior to service launch, so approval of the contract at this meeting will ensure continuity of service. She said that if the contract is approved, staff will coordinate with the Via project team.

Councilmember Philbin said that according to DART's figure of 1727 paratransit rides provided in FY24, he thinks that the annual cost was \$112K. He asked why Via's cost is six times the cost of DART's per rider charge. Amanda said that DART has some economies of scale built in, plus the City will be paying ramp up fees to get started. Thomas DeRidder with Via said that the cost is based on capturing greater ridership than what DART is reporting. He said that the company is also trying to prepare for a growth scenario - they find that when they begin service in a new city, it prompts growth of the service. He said that they are being careful with the continuity theme and managing the hours of service to meet the demand.

Councilmember Philbin said with regard to startup, the City won't know until early May the election results. He asked if there is a temporary solution for two weeks, and if Via has any flexibility on that. Thomas said yes, it would normally require a six week start up time, and they have already shortened it to four weeks. He said that two weeks is not long enough to get ready for a new service. Amanda said that staff has not explored an interim solution. Councilmember Philbin asked about the termination fee and if this is Via's standard contract. Thomas said that the termination fee covers Via for costs that they can't recover.

Councilmember Rieman recommended adding a definition of "promptly" in section 7 of the contract where service level is described, as it mentions that customer service tickets will be responded to promptly. She also suggested also adding information about how University Park will be notified about service issues and adding details about Via conducting the eligibility review process on behalf of the City.

Councilmember Philbin said he's in favor of the City providing paratransit, but he is not in favor of providing microtransit as shown in this draft contract.

Councilmember Rieman said the contract should clarify if DART member cities means current member cities or those remaining in DART after the May 2 election. Councilmember Philbin said the contract should include rides to Highland Park, regardless of its membership status in DART.

A motion was made by Councilmember Phillip Philbin, seconded by Councilmember Bob Myers, to postpone consideration of this contract until the April 21 City Council Meeting. The motion carried by the following vote:

Aye: 4 - Mayor Stewart, Councilmember Philbin, Councilmember Myers, and Councilmember Rieman

Nay: 1 - Mayor Pro Tem Aldredge

[26-067](#)

Receive an update from staff on creation of the Snider Plaza Public Improvement District and consider continuation of employee parking program

Amanda Hartwick said that the City continues to work on a solution for parking in Snider Plaza following the completion of the Snider Plaza improvements project. She said that the City has been sponsoring the Hilltop Plaza Parking Program since April 2021 whereby Snider Plaza businesses are provided with parking passes for their employees to park in the Hilltop parking garage at no cost to them.

Amanda said that the City has also been using the parking lot on Rankin on an interim basis since November for public parking and Snider Plaza employee parking.

Amanda described the ongoing effort to establish a Snider Plaza Public Improvement District (PID) that would fund offsite employee parking. She said state law, governs the process for creating PIDs. The public process includes a petition, a public hearing, and notification of all property owners within the district. She said that to move forward with establishing the PID, signed petitions must represent more than 50% of the appraised property value and more than 50% of the total land area. She said that the City currently has petition signatures representing 51% of ownership (by square feet) and 47% of ownership (by value). The PID will have an initial 10-year timeframe with an assessment of \$0.15/\$100 valuation.

Councilmember Philbin asked how long has the City been discussing establishing a PID with the Snider Plaza owners. Amanda said it's been several years, and there has been serious discussion with the owners in the last year. He asked how long has the City been subsidizing parking in the garage for Snider Plaza businesses. She said the program has been in place for five years.

Councilmember Rieman Melissa asked how long would the parking program need to be continued and for what purpose. Amanda said the program should be funded through April while the effort to gather petition signatures continues. She said that if enough signatures are gathered to establish the PID, then the City should consider funding the parking program through the end of 2026 because PID revenue won't come in until the end of January. Councilmember Rieman noted that it would cost an additional \$90,000 to fund the parking program for another eight months.

Councilmember Myers asked how many employees are participating in the parking program. Amanda said that there are currently 100 spaces in the

Hilltop parking garage, but there have been discussions of negotiating another 100 spaces to the contract. She said that the Rankin lot has 53 available spaces. Amanda said that between the parking garage and the Rankin parking lot, there will be plenty of room for employees to park if the PID is established.

Councilmember Myers said that he believes that a benefit to the merchants of establishing the PID and funding employee parking would be to increase their gross sales by 10-20%. Amanda said it would help with more curbside parking available for customers and that may help with increased sales.

Councilmember Philbin asked if any of the 34 merchants who have used the subsidized parking program have made efforts to stop their employees from parking in the main Snider Plaza parking. Amanda said that several merchants using the program have relayed to their employees that they may not park in Snider Plaza.

Councilmember Rieman said if we extend this subsidy to the parking program through the end of the year, how would that work if the PID does not get created. Robbie said staff recommends continuing to pay for parking through April until PID is determined, then, if PID is created, pay for parking until January. He said that if the PID is not created, he does not recommend extending the subsidy through the end of the year.

Councilmember Myers asked what would happen to the people currently using the parking program. Robbie said that city staff will notify the employees that their access cards and/or hangtags are no longer valid for the parking garage / Rankin lot.

Councilmember Myers asked how many employees are using the cards. Amanda said that the City has issued 160 cards for 100 available spaces. Because employees use the parking on different shifts, there are never that many employees parking there at the same time. The Rankin lot has 53 spaces for the public and employee parking on a first come/first served basis.

David Rejebian said he has served as the chair of the Snider Plaza parking committee chair for 2 1/2 years. He said that the finish line is right in front of us. He said that he believes the PID will provide an economical way for Snider Plaza businesses to park their employees.

Mayor Stewart said he'd like to continue funding the parking program through the end of April.

A motion was made by Councilmember Bob Myers, seconded by Mayor Pro Tem Mark Aldredge, to continue funding the employee parking program until April 30. The motion carried by the following vote:

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

Nay: 1 - Councilmember Philbin

V. PUBLIC COMMENTS

Susan Lewis, co-owner of Logos Bookstore, said that she is speaking on behalf of several other merchants. She's in favor of deliveries, and doesn't want restrictions on UPS and FedEx deliveries in Snider Plaza. She said that the current requirement for alley deliveries only is an imposition on the drivers and the stores as they have to wheel carts from the back to the front of the stores.

VI. ADJOURNMENT

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

Considered and approved this 21st day of April, 2026:

Tommy Stewart, Mayor

ATTEST:

Christine Green, City Secretary