



# City of University Park

City Hall  
3800 University Blvd.  
University Park, TX 75205

## Meeting Minutes City Council

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Tuesday, April 21, 2026

5:00 PM

Council Chamber

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### EXECUTIVE SESSION

*3:30 - 4:00 P.M. Pursuant to TGC§ 551.071, the City Council met in closed session 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 - 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:** 4 - Mayor Tommy Stewart, Councilmember Phillip Philbin, Councilmember Bob Myers and Councilmember Melissa Rieman

**Absent:** 1 - Mayor Pro Tem Mark Aldredge

- A. INVOCATION: Councilmember Melissa Rieman
- B. PLEDGE OF ALLEGIANCE: Councilmember Melissa Rieman / Scouts
- 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 Andy Atencio, City Secretary Christine Green, Special Projects Coordinator Amanda Hartwick, Community Information Officer Paige Ruedy, Director of Public Works Keegan Littrell, Fire Chief Randy Howell, Senior Accountant Barbara Kowalewski, Controller Brian Hogan, Assistant City Manager Shanna Sims-Bradish, Library Director Jackie Lott, Purchasing Manager Elizabeth Anderson, Director of Human Resources Talia Gregory, and Assistant Chief of Police Nelson Walter.

### II. AWARDS AND RECOGNITION

[26-081](#)

Proclamation - Mayor for the Day - Jules Loehr Whittemore - UP Elementary

Mayor Stewart read a proclamation declaring Jules Loehr Whittemore as Mayor for the Day on April 21.

### III. CONSENT AGENDA

[26-083](#)

Receive the City's September 30, 2025 audit report and recommendations to management

City Manager Corder said that the City Council received the City's 2025 annual audit report in the pre-session. He said that the Finance Department helps put this together with Weaver and Tidwell, the City's external auditor. He said that the City received a clean audit with no material weaknesses or deficiencies identified.

**This audit report was received.**

[26-077](#)

Consider a resolution adopting the 2027 Investment Policy

City Manager Corder said that this is the 2027 Investment Policy. The City is required to bring this policy to the City Council annually for review and adoption. He said that it identifies the City's objectives, eligible investments, vendors, portfolio diversification, and investment officers for the funds that the City invests. The City's objectives with its investments are to preserve the safety and liquidity of its funds and concentrate on yield last. He said that there are no changes from the prior year.

He said that the Finance Advisory Committee recommended approval of this policy at its meeting on April 9.

**This resolution was approved.**

Enactment No: RES No. 26-005

[26-078](#)

Consider a resolution adopting the FY2027 Financial Management Policies

City Manager Corder said that this is the FY2027 Financial Management Policy. He said that while review of this policy is not mandated, the Finance Department presents this to the City Council annually as a best practice. He said that is essentially a framework for how the City manages its finances - annual budgets, transfers, use of Generally Accepted Accounting Principles (GAAP) in terms of accounting process, financial reporting, and providing an audit.

He said that there is one change this year to the policy with the addition of a grant management policy.

He said that the Finance Advisory Committee recommended approval of this policy at its meeting on April 9.

**This resolution was approved.**

Enactment No: RES No. 26-006

[26-085](#)

Consider approval of final payment to Stoic Civil Construction for Curtis Park retaining wall repairs

City Manager Corder said that this is a final payment to Stoic Civil Construction for repair work on a retaining wall in Curtis Park. This final payment is in the amount of \$33,980. The total contract price was \$314,859.

**This final payment was approved.**

[26-080](#)

Consider approval of the minutes of the April 7, 2026 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 Councilmember Myers, to approve the Consent Agenda. The motion carried by the following vote:**

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

**Absent:** 1 - Mayor Pro Tem Aldredge

## IV. MAIN AGENDA

[26-079](#)

## Consider participation in the NCTCOG Regional Signal Timing Program

Director of Public Works Keegan Littrell said that the North Central Texas Council of Governments (NCTCOG) has a Regional Signal Retiming Program (RTSRP) with the goals of improving corridor mobility, enhancing safety, reducing congestion and supporting regional air quality goals.

He said that the NCTCOG hired Kimley Horn to do the traffic study to collect traffic count and movement data. The NCTCOG will provide the City with recommended traffic signal timings designed to meet the program's goals, and the City can make adjustments if/as it wishes. He said that he confirmed with the NCTCOG that there are no requirements placed on the City to make changes to existing signal components or infrastructure.

He said that if the City wants to participate in the program, it will partner with the NCTCOG on a 20/80 cost share, with the City's cost estimate of \$56,000.

He said that there were 450 traffic signals selected for study, including those along Lovers Lane, Preston Road, and Hillcrest Avenue in University Park.

Keegan said that the Town of Highland Park and City of Dallas are participating, too.

Staff recommends participation. Keegan said that if the Council wants to participate in the RTSTP, he will return to a future Council meeting with an Interlocal Agreement (ILA) with the NCTCOG.

Councilmember Rieman asked when the City expects to receive any information, if the study takes place in May. Keegan said that he was not given an exact date, but he expects that the NCTCOG will provide the data relatively quickly.

**A motion was made by Councilmember Melissa Rieman, seconded by Councilmember Phillip Philbin, to approve participation in this program. The motion carried by the following vote:**

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

**Absent:** 1 - Mayor Pro Tem Aldredge

[26-082](#)

## Consider award of a contract with Via for paratransit service

Special Projects Coordinator Amanda Hartwick said that this contract with Via for paratransit service was reviewed at the April 7 City Council meeting. She recapped highlights of the proposed contract: there will be a total of five vehicles, and the operational hours will be 5 a.m. - midnight, Monday - Sunday. 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 the City's fixed upfront costs total \$82,900 due upon signing and are nonrefundable

Amanda noted several contract changes that were made since the last meeting. She said that Via agreed to the City's request to hold off on vehicle wraps until the election results are known. She said that this will reduce costs that are non-recoverable.

Amanda said that there is a \$45,100 termination fee if the contract is canceled after the launch date. This fee was reduced from \$49,000.

Amanda said that the contract language about service parameters now has added detail around eligibility review.

Regarding ride and driver partner support, Amanda said that there is now a defined timeframe for investigating issues and notifying the City, and Via added a 4-tier scale of issue and subsequent response. There is also now an indemnification clause that matches the Town of Highland Park's proposed contract with Via.

Amanda said that the next steps are for the City Council to consider approval of this contract with Via. If approved, staff will coordinate with the Via project team on an implementation strategy, including registration of all paratransit families in University Park

Mayor Stewart recognized speaker Peter Young of St. Johns Drive in Highland Park. He criticized the Via contract and the quality of Via's services, based on his experience.

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

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

**Absent:** 1 - Mayor Pro Tem Aldredge

[26-084](#)

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

Special Projects Coordinator Amanda Hartwick said that the Snider Plaza Public Improvement District (PID) now has enough petition signatures to proceed with formation of the PID. She reminded the City Council that per state law, the 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 primary purpose of the PID is to fund parking for Snider Plaza employees. This would take the place of the parking garage program that is currently funded by the City.

She said that the next step is to conduct a public hearing on May 19.

Councilmember Philbin congratulated Amanda on getting enough petitions to meet PID formation threshold. Councilmember Myers thanked Amanda for all her work getting this going.

Amanda said that the City Council is asked to consider extending funding for the Snider Plaza employee parking program through December 31 until the PID begins receiving revenue.

David Rejebian, Chair of the Snider Plaza Parking Task Force, spoke about the group's work in imagining a PID as a way to solve the parking issue in the shopping center.

**A motion was made by Councilmember Bob Myers, seconded by Councilmember Melissa Rieman to continue the Snider Plaza employee parking program through December 31 and, on May 19, to hold a public hearing and consider an ordinance or resolution to establish a PID. The motion carried by the following vote:**

**Aye:** 3 - Mayor Stewart, Councilmember Myers, and Councilmember Rieman

**Nay:** 1 - Councilmember Philbin

**Absent:** 1 - Mayor Pro Tem Aldredge

## V. PUBLIC COMMENTS

None

**VI. ADJOURNMENT**

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

Considered and approved this 5th day of May, 2026:

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Tommy Stewart, Mayor

ATTEST:

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Christine Green, City Secretary