



City of University Park

City Hall
3800 University Blvd.
University Park, TX 75205

Meeting Minutes City Council

Tuesday, November 19, 2024

5:00 PM

Council Chamber

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 1) potential litigation (Pete Hatton and Kristen Hatton - property owners at 2812 Milton Drive); and 2) occupancy standards. 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

Present: 4 - Mayor Tommy Stewart, Mayor Pro Tem Mark Aldredge, Councilmember Bob Myers and Councilmember Melissa Rieman

Excused: 1 - Councilmember Phillip Philbin

A. INVOCATION: City Manager Robbie Corder

B. PLEDGE OF ALLEGIANCE: City Manager Robbie Corder / Scouts

The following scouts were present as part of earning their Communication and Citizenship in the Community merit badges:

Troop 890

William Aikin
Lucy Boyd
Jack Bready
Luke Compton
William Harwood
Sam Newham
Jasper Wilkins
Finn Willis

Troop 518

Sam Allison
Saleem Basit
Andrew Blanchard
Hudson Blow
Mateo Cura
Ford Pulliam
Ethan Sammer
James Shedler

Troop 70

Harrison H

The scouts 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, Library Director Jackie Lott, Special Projects Coordinator Amanda Hartwick, Community Information Officer Paige Ruedy, Director of Community Development Patrick Baugh, Chief of Police Bill Mathes, Assistant City Manager Shanna Sims-Bradish, Director of Engineering Katie Barron, Fire Chief Randy Howell, Fleet Manager/Supervisor Owen Downham, Controller Brian Hogan, Director of Finance Tom Tvardzik, Director of Parks & Recreation Sean Johnson, Parks Events/Reservations Coordinator Kaylon Jackson, Parks Administrative Assistant Bryce Reed, Assistant Director of Parks & Recreation Caroline Seward, Aquatics Coordinator Robert Coleman, Parks Supervisor Jebte Veliz, Parks Superintendent Ann Allen, Parks Supervisor Jeremy Hernandez, Parks Agent Tommy Croft, and Purchasing Manager Elizabeth Anderson.

II. AWARDS AND RECOGNITION

[24-264](#)

Parks Department CAPRA Accreditation

Mayor Stewart and the City Council recognized Director of Parks & Recreation Sean Johnson and the Parks Department staff on earning accreditation from the Commission for Accreditation of Park and Recreation Agencies (CAPRA). Sean praised Events / Reservations Coordinator Kaylon Jackson for serving as Accreditation Manager during the process, and he thanked Parks staff for their contributions in earning the accreditation.

III. CONSENT AGENDA

[24-269](#)

Consider an ordinance amending FY2025 budget to carry forward FY2024 encumbrances

City Manager Corder said that this ordinance amends the FY25 budget by bringing forward encumbrances from the end of the prior fiscal year. Encumbrances are commitments to purchase specific goods or services that have been authorized but not yet fully executed by the end of the fiscal year. Carrying forward the FY24 encumbrances moves the corresponding budget amount from FY24 to FY25 (reducing the FY2024 budget, while increasing the FY2025 budget), making the funds available to complete the transaction.

He said the total carry-forward amount is \$373,720. The General Fund is the biggest piece of this transfer - this fund provides for most of the City services like Police, Fire, Finance, Administration, and Parks - and it is in the amount of \$311,386.

This budget amendment was approved.

Enactment No: ORD No. 24-041

[24-270](#)

Consider adoption of Texas Municipal Retirement System (TMRS) plan changes

City Manager Corder said that this is a request to adopt some Texas Municipal Retirement System (TMRS) plan changes. This is something the City does every five years, although this is now year six.

The first item will change the TMRS vesting period from 10 years to 5 years. This aligns with practices in many other public retirement systems and other area cities.

The second item will update the service credit accounts for any employee's salary changes and any plan adjustments the city has made over time.

The last proposed item provides a cost of living adjustment (COLA) for retirees and will increase their monthly benefits. This was last done in 2019.

The Employee Benefits Advisory Committee and Finance Advisory Committee recommended approval of these changes.

These TMRS plan changes were approved.

Enactment No: ORD No. 24-042

[24-271](#)

Consider approval of Vehicle Purchases

City Manager Corder said that the City is purchasing several new vehicles:

- 2024 Chevy 2500 Silverado truck for the Utility Division in the amount of \$61,730 to replace a 2012 utility truck;
- 2024 Ford F-250 extended cab pickup for the Streets Division in the amount of \$56,359 to replace a 2012 Ford F-150 pickup;
- 2025 Ford Maverick Super crew pickup for the Police Department in the amount of \$28,590 to use for parking enforcement. It replaces a 2012 Chevy Equinox.

The total purchase price for all three vehicles is \$149,679. These purchases are made via a BuyBoard cooperative purchasing contract that satisfies statutory purchasing requirements.

These vehicle purchases were approved.

[24-267](#)

Consider the minutes of the November 5 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 Myers, to approve the Consent Agenda. The motion carried by the following vote:

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

IV. MAIN AGENDA

[24-273](#)

Discuss occupancy standards

Director of Community Development Patrick Baugh said that residents of the 3200 block of Milton and Rosedale and 3400 and 3500 blocks of Asbury requested to address the City Council regarding the City's occupancy standard that prohibits more than two unrelated individuals from living in a single unit. He gave a historical review of the ordinance and its enforcement.

Mayor Stewart recognized the speakers in attendance:

Lisa Boyer, 3229 Milton, complained about 3200 Rosedale, saying that multiple SMU students live in the property behind hers.

Ashley Lewis, 3200 Milton, said she has seen quite a few parking changes since these structures have been built. She would like the parking regulations enforced.

Max Fuqua, 3219 Milton, suggested that the City could start registering and inspecting rental properties as if they are a business. He wants resident parking only on Milton.

Leslie Agouridis, 3201 Milton, said she is representing other families in the area. She said she wants the City to enforce the ordinance that is in place prohibiting more than two unrelated individuals from residing together.

Nassi Agouridis, 3201 Milton, showed a PowerPoint presentation and made suggestions for addressing resident ordinance violations.

Cheri Copley, 3422 Asbury, asked the City to enforce the ordinance that is in place.

Lee Gleiser, 3444 Asbury, described the lawsuit that she and others filed against a property owner to force compliance with the ordinance.

Max Fuqua added that the City of College Station has similar occupancy standards, and it is working with Texas A&M University to address each property suspected of operating in violation.

Jim Rice, 3213 Milton, described the challenges of living next to a property that violates the ordinance.

David Kemp, resident of Rosedale, said he also rents property. He objected that these large houses can be built with the intent to rent to multiple unrelated individuals despite the ordinance that prohibits their intended use.

Katrina Craycroft, 3212 Milton, said she has always had to co-sign leases for her children when they were in college. She thinks this could be added to the idea of treating these dwellings as businesses and regulating them that way.

[24-272](#)

Consider an ordinance expanding the existing ordinance regulating the use of electric bicycles in the City of University Park

Chief of Police Bill Mathes said that the City Council approved an ordinance regulating e-bikes in July 2023 that provided for:

- no e-bikes allowed on sidewalks
- helmet required for riders under the age of 16, and
- speed not greater than what is reasonable under the circumstances

He said that the Police Department has taken an escalating approach to this, including:

- Comprehensive public education efforts, followed by:
- Violator contacts with official written warnings (81), followed by:
- Violator contacts with "zero tolerance" citations for all violators (49)

Chief Mathes said that an e-bike safety course has been implemented to be required at the discretion of the Municipal Judge (18 participants to date).

He said that the proposed ordinance adds these requirements:

- 30 mph speed limit for e-bike operators
- Valid driver license required
- Standard safety equipment required (lights, reflectors, speedometer)
- Apply at UPPD to inspect license and equipment, and be issued a permit to be displayed on the e-bike
- Riders under the age of 21 must wear a helmet

Councilmember Rieman asked about the rules for motorized scooters. Chief Mathes said that they are only allowed on the SMU campus and streets immediately adjacent, and riders must be at least 18 years old.

Mayor Stewart said he appreciates the Police Department's work on this.

A motion was made by Mayor Pro Tem Mark Aldredge, seconded by Councilmember Bob Myers, to adopt this ordinance. The motion carried by the following vote:

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

Enactment No: ORD No. 24-040

[24-268](#)

Consider approval of a 2nd contract renewal for the original CSP #2022-05 Contract with SYB Construction Company

Director of Engineering Katie Barron said that this is a renewal of a contract with SYB Construction for Mile Per Year project work to continue replacement of water lines, wastewater lines and alley pavement. She said that this contract was originally awarded in August 2022 with an option for three renewals. She said that staff is pleased with SYB's work and would like to renew a second time. This contract renewal is in the amount of \$6,500,000.

A motion was made by Councilmember Bob Myers, seconded by Mayor Pro Tem Mark Aldredge, to approve this contract renewal. The motion carried by the following vote:

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

V. PUBLIC COMMENTS

None

VI. ADJOURNMENT

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

Considered and approved this 3rd day of December, 2024:

Tommy Stewart, Mayor

ATTEST:

Christine Green, City Secretary