



# City of University Park

City Hall  
3800 University Blvd.  
University Park, TX 75205

## Meeting Minutes City Council

---

Tuesday, January 7, 2014

5:00 PM

Council Chamber

---

### EXECUTIVE SESSION

*3:34 - 3:57 PM The City Council met in closed session pursuant to Texas Government Code §551.072 to discuss confidential real estate matters. Mayor Dick Davis, Mayor Pro Tem Bob Clark, and Councilmembers Bob Begert, Dawn Moore and Tommy Stewart were present. Also present were City Manager Bob Livingston, City Attorney Robert L. Dillard, III, Assistant City Manager Robbie Corder, City Secretary Liz Spector, Director of Public Works Bud Smallwood, Community Information Officer Steve Mace and Assistant to the City Manager George Ertle. No action was taken. Executive Conference Room, 1st floor, City Hall.*

### PRE-MEETING WORK SESSION(S)

*4:10 - 4:20 PM The Council met in open work session to receive information from Director of Public Works Bud Smallwood in a discussion of potential renovations to the Miracle Mile shopping center infrastructure. Mr. Smallwood displayed drawings depicting possible parking lot and street configurations to allow installation of decorative medians. He asked the Council to consider the offer of a local landscape designer to create a conceptual design of the area and then take that concept to a contractor for more specific cost information. Mayor Davis and the Council agreed that the area is in need of work and requested Mr. Smallwood obtain the drawing and cost estimates and present to them in the near future. No action was taken.*

*4:20 - 4:40 PM The Council met in open work session to receive agenda item briefings from staff.*

*Director of Finance Tom Tvardzik briefed the Council on the fee resolution amendment. He said the amendment incorporates proposed library meeting room fee changes.*

*Purchasing Agent Christine Green briefed the Council on the proposed purchase of two pickup trucks. She stated one truck will be used by the building inspectors and the other truck will be for the Sanitation Department. There were no questions for Ms. Green.*

*Library Director Sharon Martin briefed the Council on the library meeting room application and liability insurance requirement. Councilmember Moore asked Library Director Sharon Martin if she was concerned that requiring community room users to have liability insurance would hamper the ability of some groups to use the meeting rooms. Ms. Martin said she had spoken with representatives of several groups and found while many of them do carry the insurance, some do not. The Council discussed whether it may be more appropriate to raise room rental fees slightly to cover the City's liability insurance costs. Mr. Livingston said staff will bring more details to the Council on this item and suggested no action be taken on the issue during the current meeting. Mr. Livingston also suggested tabling the amendment to the fee resolution until this item is returned.*

*There were no more questions for staff and the work session was adjourned at 4:40 p.m.*

## **I. CALL TO ORDER**

### **Rollcall**

**Present:** 5 - Mayor W. Richard Davis, Mayor Pro Tem Bob Clark, Councilmember Bob Begert, Councilmember Dawn Moore and Councilmember Tommy Stewart

- A. INVOCATION: Director of Public Works Bud Smallwood
- B. PLEDGE OF ALLEGIANCE: Director of Public Works Smallwood
- C. INTRODUCTION OF COUNCIL: Mayor W. Richard Davis
- D. INTRODUCTION OF STAFF: City Manager Bob Livingston

*City Manager Bob Livingston and City Attorney Robert L. Dillard, III were present and seated on the dais.*

*Other staff in attendance included Assistant City Manager Robbie Corder, City Secretary Liz Spector, Community Information Officer Steve Mace, Director of Information Services Jim Criswell, Chief of Police Greg Spradlin, Director of Public Works Bud Smallwood, Director of Finance Tom Tvardzik, Director of Human Resources Luanne Hanford, Assistant to the City Manager George Ertle, Assistant Director of Public Works Jacob Speer, Purchasing Agent Christine Green, Fire Chief Randy Howell and Library Director Sharon Martin.*

## **II. AWARDS AND RECOGNITION**

NONE

## **III. CONSENT AGENDA**

**A motion was made by Councilmember Begert, seconded by Mayor Pro Tem Clark, to approve the Consent Agenda subject to tabling File 13-303, consideration of an amendment to the Fee Resolution. The motion carried by the following vote:**

**Aye:** 5 - Mayor Davis, Mayor Pro Tem Clark, Councilmember Begert, Councilmember Moore, and Councilmember Stewart

- B. **13-305** Consider and act on cooperative purchase of two (2) pickup trucks  
  
Consent agenda approval authorizes purchase of a 2014 Ford F150 the amount of \$24,716 for the Sanitation Division and a 2014 Chevrolet C1500 in the amount of \$22,106 for the Community Development Department.
- C. **13-302** Consider minutes of the December 17, 2013 City Council Meeting with

or without corrections

**The December 17, 2013 Minutes were approved as submitted.**

- A. 13-303** Consider and act on a Resolution amending Appendix A - Fee Schedule of the Code of Ordinances
- Consideration of the resolution amending the fee resolution was tabled.**

#### **IV. MAIN AGENDA**

- A. 13-306** Consider Library Meeting Room Use Agreement
- A motion was made that consideration of the Library Meeting Room Use Agreement be tabled. The motion carried by the following vote:**
- Aye:** 5 - Mayor Davis, Mayor Pro Tem Clark, Councilmember Begert, Councilmember Moore, and Councilmember Stewart

#### **V. PUBLIC COMMENTS**

*There were no requests to address the City Council under Public Comments.*

#### **VI. ADJOURNMENT**

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

*CONSIDERED AND APPROVED this 21st day of January 2014:*

\_\_\_\_\_  
*Mayor W. Richard Davis*

*ATTEST:*

\_\_\_\_\_  
*City Secretary Liz Spector*