



City of University Park

City Hall
3800 University Blvd.
University Park, TX 75205

Meeting Minutes City Council

Tuesday, October 3, 2017

5:00 PM

Council Chamber

PRE-MEETING WORK SESSION(S)

4:00 - 4:15 P.M. The City Council met in open work session to receive a report from Director of Public Works Jacob Speer regarding a traffic control plan for Park Plaza utilities construction. No action was taken. Council Conference Room, 2nd floor, City Hall.

4:15 - 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: 5 - Mayor Olin Lane, Councilmember Taylor Armstrong, Mayor Pro Tem Dawn Moore, Councilmember Randy Biddle and Councilmember Gage Prichard

A. INVOCATION: Director of Human Resources Alicia Dorsey

B. PLEDGE OF ALLEGIANCE: Director of Human Resources Alicia Dorsey / Boy Scouts

Boy Scout Ashton Malloy of Troop 82 was present as part of earning his Communication merit badge. He helped Alicia Dorsey and the City Council in leading the Pledge of Allegiance. Boy Scout Garrett Smith of Troop 82 introduced himself later in the meeting and said he is working on his Citizenship in the Community merit badge

C. INTRODUCTION OF COUNCIL: Mayor Olin Lane, Jr.

D. INTRODUCTION OF STAFF: City Manager Robbie Corder

Staff in attendance included Community Information Officer Steve Mace, Director of Information Services Dale Harwell, Chief of Police Greg Spradlin, Communications Specialist/Deputy City Secretary Amanda Hartwick, City Secretary Christine Green, Director of Parks Gerry Bradley, Fire Chief Randy Howell, Library Director Sharon Martin, Purchasing Manager Elizabeth Anderson, Director of Finance Tom Tvardzik, Director of Human Resources Alicia Dorsey, Director of Organizational Development Lea Dunn, Director of Public Works Jacob Speer, Controller Civic Yip, Payroll/AP Specialist Tonya Glick, General Account Barbara Kowalewski, Community Development Director Patrick Baugh, General Accountant Dianne Hailey, Fire Administrative Secretary Phyllis Mahan, and Police Administrative Assistant Dawn Kossmann.

II. AWARDS AND RECOGNITION[17-187](#)

Proclamation remembering Mary Duncan Goodloe.

Mayor Lane read a proclamation remembering UP Elementary teacher Mary Goodloe who died in the floodwaters of Turtle Creek in 1995. A plaque honoring her memory will be dedicated tomorrow at the McFarlin Bridge.

[17-189](#)

Presentation of letter of appreciation from Finance Committee for efforts associated with FRRF legislation.

Director of Finance Tom Tvardzik read a letter from Finance Advisory Committee Chair John Stuart thanking groups and individuals for their efforts in arriving at a solution to the FRRF funding problem.

[17-191](#)

2017 Achievement of Excellence in Procurement Award

Director of Finance Tom Tvardzik recognized his staff for their work in achieving these awards.

[17-192](#)

FY17 Distinguished Budget Presentation Award

[17-193](#)

FY16 CAFR Certificate of Achievement for Excellence in Financial Reporting

III. CONSENT AGENDA

[17-184](#)

Consider approval of a park reservation request and route through University Park for the Susan G. Komen 3-Day Walk.

City Manager Corder said this is a request from the Susan G. Komen Foundation for its annual 3-day walk for breast cancer research which involves passing through Curtis Park and a rest area at Goar Park. The event is scheduled for Sunday, November 5, 2017 from 7:30 a.m. to approximately 11 a.m. and is anticipated to have approximately 1,000 participants. This event has taken place in the city for the past several years and has been completed without any problems.

This request was approved.

[17-185](#)

Consider approval of payment to Tyler Technologies for New World ERP Standard Software Maintenance for FY18.

City Manager Corder said that this agenda item is a payment to Tyler Technologies for maintenance of the New World Systems (NWS) financial software. City staff has used NWS for financial management, utility management, and human resources since 1995. This year's maintenance contract is \$58,434, 4% higher than the previous year.

This payment was approved.

[17-186](#)

Consider approval of the minutes of the September 19, 2017 City Council meeting, with or without corrections.

The minutes were approved.

Approval of the Consent Agenda

A motion was made by Councilmember Armstrong, seconded by Councilmember Biddle, to approve the Consent Agenda. The motion carried by the following vote:

Aye: 5 - Mayor Lane, Councilmember Armstrong, Mayor Pro Tem Moore, Councilmember Biddle, and Councilmember Prichard

IV. MAIN AGENDA

[17-190](#)

Consider approval of a bid from Kibler Construction to replace the northeast building at the Holmes Aquatic Center.

Director of Parks & Recreation Gerry Bradley gave a presentation. He said that the City hired W.B. Kibler Construction in March 2017 as the Construction Manager at Risk (CMAR) for the replacement of the northeast building at the Holmes Aquatic Center (HAC). Since then, staff, the project architect, CMAR and various committee members have explored building design changes to identify cost savings. The northeast building budget is not to exceed \$2.5 million. On September 9, W.B. Kibler Construction received bids for the new building and then negotiated with each trade that had submitted a bid for the project. This change order reflects the Guaranteed Maximum Price of this project as follows:

HAC Northeast Building

Pre-bid service fee \$ 1,500.00

Building Construction Cost \$2,437,327.00

CMAR Project Cost at 2.5% \$ 60,971.00

Total Project Cost \$2,499,798.00

A motion was made by Councilmember Randy Biddle, seconded by Councilmember Taylor Armstrong, to approve this bid award. The motion carried by the following vote:

Aye: 5 - Mayor Lane, Councilmember Armstrong, Mayor Pro Tem Moore, Councilmember Biddle, and Councilmember Prichard

V. PUBLIC COMMENTS

None

VI. ADJOURNMENT