



City of University Park

City Hall
3800 University Blvd.
University Park, TX 75205

Meeting Minutes City Council

Tuesday, November 7, 2017

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 traffic enforcement in school zones. No action was taken. Council Conference Room, 2nd floor, City Hall.

PRE-MEETING WORK SESSION(S)

4:00 - 4:15 P.M. The City Council met in open work session to receive a briefing from Finance Director Tom Tvardzik regarding a long term financial plan. 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 Information Services Dale Harwell
- B. PLEDGE OF ALLEGIANCE: Director of Information Services Dale Harwell / Boy Scouts
- 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, Police Captain Jim Savage, Communications Specialist/Deputy City Secretary Amanda Hartwick, City Secretary Christine Green, Director of Public Works Jacob Speer, Director of Finance Tom Tvardzik, Fire Chief Randy Howell, Director of Parks & Recreation Gerry Bradley, Purchasing Manager Elizabeth Anderson, Director of Human Resources Alicia Dorsey, Library Director Sharon Martin, Director of Organizational Development Lea Dunn, Community Development Director Patrick Baugh, Fire Lieutenant Joe Watkins, Battalion Chief Terry Fowler, Fire Administrative Assistant Phyllis Mahan, Fire Marshal Marty Corn, Assistant Fire Chief Shane LeCroy, Firefighter Denton Garcia, Driver/Engineer Jason Salisbury, Firefighter Josh York, and Driver/Engineer Stewart David.

II. AWARDS AND RECOGNITION

[17-212](#) Proclamation in honor of Carolyn Loy's 90th birthday on November 8.

Mayor Lane read a proclamation in honor of Carolyn Loy's 90th birthday. Mrs. Loy's family were present to celebrate the occasion.

[17-213](#) Recognition of University Park Fire Department's ISO Class 1 rating, the highest Public Protection Classification awarded by the Insurance Services Office.

Fire Chief Randy Howell described the process of accomplishing the ISO Class 1 rating. Nationally, University Park is in the top 1% of communities rated. He praised the Fire Department staff and firefighters for their hard work in achieving this objective. Assistant Fire Chief Shane LeCroy coordinated the application with assistance from Fire Marshal Margaret Corn and Administrative Assistant Phyllis Mahan. Chief Howell introduced representatives from the State Fire Marshal's Office, Jesse Williams and Mike McCormick, along with Texas ISO Manager Phillip Bradley.

III. CONSENT AGENDA

[17-207](#) Consider approval of a contract for street sweeping.

City Manager Corder said that this is an annual contract for street sweeping. Moore Disposal was the best value bid and low bidder. Staff recommends that the residential area street sweeping schedule be increased in frequency from once every two months to once a month. This monthly residential cleaning option is \$83,998.16 per year. This schedule is easier to convey to residents and improves the quality of the City's storm water. This is a one year contract with four optional annual renewals.

This contract was approved.

17-208

Consider approval of the purchase of a forklift.

City Manager Corder said that this is a Yale forklift purchase from Briggs Equipment for the Equipment Services Division in the amount of \$28,505.50.

The existing 2003 forklift will be relocated to the 2525 University Blvd. and used by the Sanitation Division. Sanitation will then release its 1988 Clark forklift for auction.

This purchase is via a BuyBoard contract which fulfills statutory purchasing requirements.

This purchase was approved.

17-211

Consider approval of payment to Superion for OSSI and OneSolution Software Maintenance for FY18.

City Manager Corder said that this is an annual maintenance contract for the Superion OSSI software used by Police, Fire, and 911 Communications.

The 2017-18 contract is \$110,430.35, 3% higher than the previous year.

This payment was approved.

17-214

Consider canceling / rescheduling holiday City Council meetings.

City Manager Corder said that the Council directed staff to cancel the November 21, 2017 and January 2, 2018 City Council meetings.

The November 21, 2017 and January 2, 2018 City Council meetings were canceled.

17-210

Consider approval of the minutes of the October 17, 2017 City Council meeting, with or without correction.

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

17-206

Consider approval of an ordinance amending the 3000 Rosedale Residential Parking District to include portions of Dublin Street.

Director of Public Works Jacob Speer explained this ordinance. The parking district that was added on the 3000 block of Rosedale at the September 5 City Council meeting requires an amendment to allow two homes on the corner lots at Rosedale and Dublin to park on the Dublin frontage by their homes. This amending ordinance adds the west curb line of Dublin Street from the Daniel / Rosedale alley to the Rosedale / Milton alley to the 3000 Rosedale Residential Parking District.

A motion was made by Councilmember Gage Prichard, seconded by Councilmember Randy Biddle, to approve this ordinance. The motion carried by the following vote:

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

Enactment No: ORD No. 17-035

17-209

Consider approval of payment to Highland Park Independent School District for the crossing guard program during the 2017-18 academic school year.

Police Captain Jim Savage said that the City Council approved an Interlocal Cooperation Agreement on May 3, 2016 with Highland Park Independent School District (HPISD) to provide financial support for the crossing guard program.

HPISD invoiced the City in the amount of \$143,186.13 to cover expenses for the crossing guard program for the 2017-18 school year. This invoice covers initial expenses of the crossing guard program for the current school year. Additional expenses, if any, will be billed after the conclusion of the school year.

A motion was made by Mayor Pro Tem Dawn Moore, seconded by Councilmember Gage Prichard, to approve this payment. 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