



# City of University Park

City Hall  
3800 University Blvd.  
University Park, TX 75205

## Meeting Minutes City Council

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Tuesday, November 20, 2018

5:00 PM

Council Chamber

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### PRE-MEETING WORK SESSION(S)

*3:30 - 4:30 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.*

[18-259](#) Receive a report on the Storm Water Master Plan effort

*4:30 - 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, Mayor Pro Tem Taylor Armstrong, Councilmember Randy Biddle, Councilmember Gage Prichard and Councilmember Liz Farley

A. INVOCATION: Mayor Olin Lane, Jr.

B. PLEDGE OF ALLEGIANCE: Mayor Olin Lane, Jr. / Boy Scouts

Boy Scouts Dashell Whitaker and Conner Raney of Troop 82 were present as part of earning their Citizenship in the Community merit badges. The scouts assisted the Mayor and Council in leading the Pledge of Allegiance.

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

D. INTRODUCTION OF STAFF: City Manager Robbie Corder

Staff in attendance included Director of Communications & Marketing Steve Mace, Director of Information Services Dale Harwell, Chief of Police Greg Spradlin, City Secretary Christine Green, Director of Public Works Jacob Speer, Fire Chief Randy Howell, Purchasing Manager Elizabeth Anderson, Director of Finance Tom Tvardzik, Assistant City Manager Lea Dunn, Public Works Operations Coordinator Jodie Ledat, Director of Parks & Recreation Gerry Bradley, and Community Development Director Patrick Baugh.

**II. AWARDS AND RECOGNITION****III. CONSENT AGENDA****18-269**

Consider approval of an ordinance amending the FY2019 budget to carry forward FY2018 encumbrances.

City Manager Corder said that this ordinance amends the current FY19 budget by carrying forward FY18 encumbrances. These are commitments to purchase specific goods or services in the form of an open purchase order. The total amount brought forward from the FY18 budget is \$433,261 between all four funds: General, Utility, Sanitation, and Storm Water.

**This ordinance was approved.**

Enactment No: ORD No. 18-040

**18-270**

Consider approval of an ordinance amending the FY18 budget to provide for a transfer of "one-time" revenues from the General Fund to the General Governmental Capital Projects Fund.

City Manager Corder said that this ordinance amends the FY18 budget to provide for a transfer of "one-time" revenues from the General Fund to the Capital Projects Fund. The City's financial management policy directs use of one-time revenues to be used to fund capital improvements or reserves. This year's transfers total \$2.4 million and come mostly from three different sources: DART reimbursements for specific capital projects, easement abandonments, and building permits in excess of budgeted revenue.

**This ordinance was approved.**

Enactment No: ORD No. 18-41

**18-257**

Consider approval of a term contract for Portland Cement.

City Manager Corder said that this is an annual contract with Ash Grove Cement Company for Portland cement at \$126.08 per ton. The City estimates that it will use 900 tons in a year, so the annual estimated cost is \$113,472. This product had to be re-bid because the initial request for bids had only one response and the quote was too high.

**This contract was approved.**

**18-265**

Consider approval of a resolution appointing Alan Raynor to the Finance Advisory Committee.

City Manager Corder said that this resolution appoints Alan Raynor to the Finance Advisory Committee.

**This resolution was approved.**

Enactment No: RES No. 18-022

[18-266](#)

Consider canceling the January 1, 2019 City Council meeting.

City Manager Corder said that this meeting will be canceled as it falls on New Year's Day and a City holiday.

**The January 1, 2019 City Council meeting was canceled.**

[18-262](#)

Consider approval of the minutes of the November 6, 2018 City Council meeting, with or without corrections.

**The minutes were approved.**

### **Approval of the Consent Agenda**

**A motion was made by Mayor Pro Tem Armstrong, seconded by Councilmember Farley, to approve the Consent Agenda. The motion carried by the following vote:**

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

## **IV. MAIN AGENDA**

[18-211](#)**Annual update and public hearing on the City's Storm Water Management Program**

Public Works Operations Coordinator Jodie Ledat gave a presentation. She said that the City is currently in its 11th year of implementation of a Storm Water Management Program (SWMP). The program is overseen by the Texas Commission on Environmental Quality (TCEQ) which annually reviews the City's implementation and accomplishment of stated program goals. This public hearing fulfills one of the requirements of this program.

The City's SWMP addresses six focus areas:

Public Outreach and Education  
Public Involvement and Participation  
Illicit Discharge Detection and Elimination  
Construction Site Runoff Control  
Post-Construction Management  
Pollution Prevention / Good Housekeeping

Jodie listed the City's activities in fulfilling these focus areas and program goals.

Councilmember Prichard asked about the drug take-back program. He said he'd like the City to advertise more in The Arbor newsletter about the availability of this program that keeps drugs out of the water system.

Mayor Lane opened the public hearing. There were no comments so he closed the public hearing.

[18-240](#)**Consider approval of a license agreement with Caruth Preston Road Associates for use of a portion of the Preston Road Right-of-Way adjacent to the Plaza at Preston Center.**

City Manager Corder said that the City Council had reviewed this item in the pre-meeting session and had requested more information before taking action. He said that this agreement will be brought back for consideration on a future agenda.

**A motion was made by Mayor Pro Tem Taylor Armstrong, seconded by Councilmember Randy Biddle, to table consideration of this agreement. The motion carried by the following vote:**

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

[18-271](#)

Consider approval of a pair of ordinances authorizing the Finance Director to pay over to both the Fireman's Relief and Retirement Fund and the Texas Municipal Retirement Systems the sum of \$1,000,000 each.

City Manager Corder said that these ordinances will authorize the Finance Director to pay over to the Fireman's Relief and Retirement Fund and the Texas Municipal Retirement System the sum of \$1,000,000 each. He said that both the Finance Advisory Committee and the Property Casualty and Liability Insurance Advisory Committee had reviewed these transfers and recommended approval.

During the FY19 budget process, \$2,000,000 of excess capital was identified in the Self-Insurance Fund. Transferring this excess to both City pension plans could result in:

1. increased interest earnings (the pensions generally earn a higher interest earnings rate than the City investment portfolio),
2. lower future contribution rates (contribution rates are affected by plan earnings and benefits), and
3. an increase in the funding ratio of both plans.

**A motion was made by Councilmember Randy Biddle, seconded by Councilmember Liz Farley, to approve this ordinance authorizing the Finance Director to pay over to the Fireman's Relief and Retirement Fund the sum of \$1,000,000. The motion carried by the following vote:**

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

Enactment No: ORD No. 18-042 (TMRS) & 18-043 (FRFF)

**A motion was made by Councilmember Biddle, seconded by Councilmember Farley, to approve this ordinance authorizing the Finance Director to pay over to the Texas Municipal Retirement System the sum of \$1,000,000. The motion carried by the following vote:**

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

Enactment No: ORD No. 18-042 (TMRS) & 18-043 (FRFF)

[18-258](#)

Designate a portion of the 4000 block of Bryn Mawr Drive as No Parking Anytime

Director of Public Works Jacob Speer gave a presentation. He said that a traffic engineer performed a stop sign analysis at this intersection. The intersection did not meet the criteria for a stop sign. However, he said that the traffic engineer suggested that the City could establish a "no parking" zone on the north side of Bryn Mawr to alleviate some of the concerns at this intersection. Several area residents object to establishing a new "no parking" zone, but Jacob said he brought it to the Council for consideration because the suggestion had resulted from the stop sign warrant analysis.

**A motion was made by Councilmember Gage Prichard, seconded by Mayor Pro Tem Taylor Armstrong, to deny the establishment of this "no parking" zone on the 4000 block of Bryn Mawr. The motion was approved by the following vote:**

**Aye:** 4 - Mayor Pro Tem Armstrong, Councilmember Biddle, Councilmember Prichard, and Councilmember Farley

**Nay:** 1 - Mayor Lane

## **V. PUBLIC COMMENTS**

Thomas Taylor, 4016 Marquette, said he has had problems with construction workers parking on both sides of his street and creating a narrow traffic lane. He said he has contacted Councilmember Biddle about these issues.

## **VI. ADJOURNMENT**