



# City of University Park

City Hall  
3800 University Blvd.  
University Park, TX 75205

## Meeting Minutes City Council

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Tuesday, September 21, 2021

5:00 PM

Council Chamber

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### EXECUTIVE SESSION

*2:00 - 4:00 P.M. Pursuant to TGC§ 551.071, the City Council met in closed session to consult with the City Attorney to discuss 1) parking requirements for PD-1-R; and 2) accessibility requirements associated with street and sidewalk improvements in Snider Plaza. No action was taken. Council Conference Room, 2nd Floor, City Hall.*

### PRE-MEETING WORK SESSION(S)

*4:00 - 4:20 P.M. The City Council met in open work session to receive a briefing from staff on the Huitt-Zollars study on traffic roundabouts. No action was taken. Council Conference Room, 2nd floor, City Hall.*

*4:20 - 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 Pro Tem Randy Biddle, Councilmember Gage Prichard, Councilmember Liz Farley, Mayor Tommy Stewart and Councilmember Mark Aldredge

- A. INVOCATION: Sean Johnson, Director of Parks & Recreation
- B. PLEDGE OF ALLEGIANCE: Sean Johnson, Director of Parks & Recreation
- C. INTRODUCTION OF COUNCIL: Mayor Tommy Stewart
- D. INTRODUCTION OF STAFF: City Manager Robbie Corder

Staff in attendance included City Attorney Rob Dillard, City Secretary Christine Green, Director of Information Services Dale Harwell, Director of Marketing & Communications Steve Mace, Director of Public Works Jacob Speer, Director of Community Development Patrick Baugh, Director of Finance Tom Tvardzik, Director of Parks and Recreation Sean Johnson, and Chief of Police Bill Mathes.

## II. CONSENT AGENDA

[21-156](#)

Consider award of RFP 2021-08, Marketing of Recycling Services

City Manager Corder said that staff issued an RFP for recycling services and recommends changing from the current vendor, FCC Environmental, to Republic Services of Plano, as their fee structure is more favorable to the City. He noted that the recycling market has recently improved. This is a five (5) year contract with five (5) optional annual renewals.

**This contract was approved.**

[21-157](#)

Consider an ordinance abandoning an easement at 6915 Baltimore Drive

City Manager Corder said that this is a request from the property owners of 6815 Baltimore to abandon a 15 foot wide alley easement along the north side of their property they recently purchased from the owners of 6915 Baltimore. The land was appraised in May at \$194.76 per square foot, or \$583,841.79 for the 2,997.75 square feet easement. Based on the City's abandonment policy, the owners of 6815 Baltimore propose to purchase the easement for 25% of the Fair Market Value, or \$145,960.44. There are no planned or existing utilities in the easement, so staff recommends approval of this sale.

**This ordinance was adopted.**

Enactment No: ORD No. 21-024

[21-158](#)

Consider ratification of decision to cancel RFP 2021-10, Improvements to Curtis Park

City Manager Corder said that staff requests that the Council ratify the decision to cancel RFP # 2021-10 for Improvements to Curtis Park that was posted on August 30. Due to some bidder confusion about the scope of work, staff decided to cancel this RFP so that the scope could be clarified and the vendors could stop their bid bond applications that were required with the submission. A revised RFP will be posted in October.

**This RFP cancellation was ratified.**

[21-159](#)

Consider Development Agreement #9 between the City of University Park and Southern Methodist University (SMU).

City Manager Corder said that this is Development Agreement No. 9 with SMU. This is for maintenance of a landscape island that SMU will install in McFarlin Boulevard near the intersection with Dublin as part of the recently-approved zoning for the Moody Graduate School. This island is designed to prevent cut-through traffic from the parking lot into the adjacent neighborhood. The agreement requires SMU to get final design approval from the City, and to maintain the island.

**This development agreement was approved.**

[21-155](#)

Consider approval of the minutes of the September 7, 2021 City Council meeting, with or without corrections

The minutes were approved.

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

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

**Aye:** 5 - Mayor Pro Tem Biddle, Councilmember Prichard, Councilmember Farley, Mayor Stewart, and Councilmember Aldredge

### **III. MAIN AGENDA**

[21-136](#)

Consider an ordinance to amend Planned Development 1-R to allow for a new building to be built on the property located at 6600 Snider Plaza.

Director of Community Development Patrick Baugh said that this is a request from Jim Strode for approval of a plan for a building at 6600 Snider Plaza.

He described the plan prepared by the Snider Plaza / Hillcrest Task Force adopted by the Council in 2008. This was a set of recommendations for redevelopment of Snider Plaza that identified a public street zone, sidewalk zone and building zone, established standards and guidelines for each zone, and made it applicable within the Planned Development (PD) for both private and public property.

Pat explained the PD requirements for building design, and said that t

hese requirements are met by the design submitted by the developer.

Pat covered the parking requirement for this site and how the number of required parking spaces was calculated. He noted that current minimum onsite parking requirements make redevelopment of less than one block cost-prohibitive. According to Carl Walker/WGI parking consultants, underground parking spot costs \$22,102 per spot. He said that it would be worth reviewing the zoning for this area again so that redevelopment of smaller properties could be possible.

For this application, 70 parking spaces were allocated for the various tenants in the buildings between 6600 - 6620 Snider Plaza. Combined with the underground parking structure that will be constructed with this building, the development meets the parking requirements for this PD.

Pat showed two different versions of the proposed structure - one from the August 17 public hearing and one from after - that was revised to address concerns heard during the public hearing.

Pat said that staff recommends approval of this application.

Councilmember Farley asked Pat to review the design requirements again. Pat covered these again including sidewalk zone requirements, a maximum height of three stories, glass window percentage requirements on the ground floor facade, the exterior wall must be 100% masonry, and 70% of the ground floor shall contain retail or personal service uses.

Mayor Stewart said that the public hearing was closed at the August 17 meeting, but he will hear comments from those who registered to speak. He said that the City Council also received written comments from 45 people.

Herb Weitzman, 3901 Lovers Lane, said he is concerned that there are not enough parking spaces provided with this development. He thinks there is a 49 space deficit of spaces for the proposed building. He said that he is not against redevelopment but is concerned that the charm of the shopping center will be diminished.

Bonnie Wheeler, 3425 University, said she is concerned about losing the charm and character of the shopping center with this proposed building.

Matthew Blaylock, 3500 Rosedale, spoke in opposition to the proposed development. He said he is concerned about parking and congestion, and he feels that the proposed building is out of character with neighboring structures.

Julie Broad, 3651 McFarlin Blvd., and owner of J.D.s Chipperry, 6601 Daniel, said she is concerned about pedestrian safety and traffic with this development.

Alexandra Wagner, 3729 Binkley Ave., spoke in opposition to the proposed building. She said she believes the proposed parking falls short of the parking requirements for Snider Plaza and she doesn't like the building's aesthetics.

Cora Billingsley, 3128 Greenbrier, spoke in opposition to the proposed building.

Matt Dixon, Plano resident, said that he owns buildings near Snider Plaza, and he thinks big developments don't belong in University Park.

Jim Strode, 4307 Armstrong and applicant, expressed frustration that more comments were allowed after the public hearings at P&Z and at the City Council meeting were closed. He said that he is not asking for a change of zoning but for site plan approval. He believes that his proposed building meets the City's parking requirement and that the parking in Snider Plaza has been the same for 40 years.

Councilmember Farley thanked Mr. Strode for his investment in Snider Plaza. She said that she thinks there's a lot about the proposed building that is good. She asked him to hear residents' comments about the feel and beauty of Snider Plaza, and said that it is her hope that this proposed building be the flagship and the example of the future of Snider Plaza. She said she knows that she can't legislate the style of the development, but hopes to win Mr. Strode over and help him hear the love for Snider Plaza expressed by the residents this evening. She said that she's excited about the future of Snider Plaza and that she is holding out hope for what the new building will be.

Mayor Pro Tem Biddle said the garage at the PlainsCapital bank building isn't being used. He said that he understands the focus on larger developments (i.e. one block) due to the parking requirements being too much for individual building owners to meet with an underground garage in each building. He wondered about how to make it better without changing the community atmosphere. He said he is concerned about the parking issues but the Council is trying to resolve this with the PlainsCapital building and the surface lot on Rankin. He recalled the Snider Plaza of his childhood but also sees the positive changes in the Plaza and noted that the Plaza tenants have already changed a lot over time. He knows this is the first project in Snider Plaza proper, he has heard the speakers, but he thinks he'll go forward with

approving this development.

Councilmember Prichard said he agrees with Mayor Pro Tem Biddle, that the building and parking is acceptable, that the Council is working long-term to solve the parking shortage, and that it's time to renew. He hopes the property owners enjoy a bigger and better Snider Plaza that accommodates public gatherings, as well as retail. He said he would accept the 1 - 13 spot shortage of parking spots with a guarantee that the first floor of the building be retail and that storefronts would be differentiated from the rest of the space

Councilmember Aldredge said he feels the same as Councilmember Prichard and Mayor Pro Tem Biddle and that he spoke with P&Z members and understands their reasoning.

Jane Rejebian, 6619 Snider Plaza owner, said she has concerns about the proposed parking garage entrance on Daniel.

Mayor Stewart said that he heard everyone. He said that he understands that the biggest concern is with parking, however, the development is totally within the criteria for building within Snider Plaza.

Councilmember Prichard asked Mr. Strode if he agrees to differentiate the storefronts. Mr. Strode said he'll build the shell, and the stores/tenants will have individual awnings/storefronts. Councilmember Prichard wanted to amend the motion so that the Council will have approval of what the storefront looks like - he wants some confidence that there will be some differentiation in the storefronts, like the detailed millwork shown in the revised elevation drawing.

**A motion was made by Mayor Pro Tem Randy Biddle, seconded by Councilmember Gage Prichard, to adopt this ordinance with the caveat that the building have retail on the first floor, and differentiate the storefronts similar to what is shown on the revised elevation drawing that was presented. The motion carried by the following vote:**

**Aye:** 4 - Mayor Pro Tem Biddle, Councilmember Prichard, Mayor Stewart, and Councilmember Aldredge

**Nay:** 1 - Councilmember Farley

Enactment No: ORD No. 21-027

## [21-160](#)

### Continuation of Public Hearing: FY2022 Budget

Director of Finance Tom Tvardzik recapped the FY2022 proposed budget as he had done at the September 7 meeting when the public hearing opened.

There were no speakers, so Mayor Stewart closed the public hearing at 6:38 p.m.

[21-161](#)

## Public Hearing: proposed Tax Year 2021 (FY2022) tax rate

Mayor Stewart opened the public hearing at 6:38 p.m.

Director of Finance Tom Tvardzik explained property value in the City. He said that \$57,856,507 of taxable value is still under protest. \$40,499,555 (70%) of that value has been added to the taxable value calculation for the current year. \$8,552,028,638 is value of University Park's taxable property.

He said that the tax rate is .26488 per \$100.

Tom explained that the "A11 homeowner" represents the average single family home in University Park. The A11 home value is \$1,738,077. For this home, the property tax bill will go up \$76 from the prior year.

Tom explained property tax revenue terminology. The "No New Revenue Rate" (old "Effective Tax Rate") is the rate that would produce the same amount of revenue if applied to the same properties in both years. The "Voter Approval Rate" (old "Rollback Rate") is a calculated maximum rate allowed by law without voter approval.

Councilmember Farley asked about the unused tax increment and how many years that can be carried over. Tom said that the City has three years to use any unused carry over. This unused tax increment is the difference between the Voter Approval rate and the rate enacted by the City Council.

He ended the presentation with a graphic showing the proportional share of a tax dollar among the taxing entities - the City takes 12.9% of a dollar; HPISD takes 56%, and Dallas County takes 31.1%.

Mayor Stewart closed the public hearing.

[21-162](#)

## Consider an ordinance adopting the FY2022 budget

Director of Finance Tom Tvardzik read a scripted statement:

"Item 21-162 is the ordinance adopting the Fiscal Year 2022 Budget. As we have previously seen, the budget totals \$56,301,727, which is a 1.9% increase from fiscal 2021. If approved, this budget will take effect October 1, 2021. Relevant aspects of the proposed budget have been reviewed and approved by three different City Advisory Committees - the Finance Advisory Committee, the Employee Benefits Committee and the Property, Casualty and Liability Committee. The fiscal 2022 budget and related tax rate information have remained posted on the City website, and have been the subject of at least one public hearing each, in accordance with Texas law."

**A motion was made by Mayor Pro Tem Randy Biddle, seconded by Councilmember Gage Prichard, to approve this ordinance adopting the fiscal year 2022 Budget. The motion carried by the following vote:**

**Aye:** 5 - Mayor Pro Tem Biddle, Councilmember Prichard, Councilmember Farley, Mayor Stewart, and Councilmember Aldredge

Enactment No: ORD No. 21-025

[21-164](#)

Consider ratification of Tax Year 2021 (FY2022) tax revenue increase

Director of Finance Tom Tvardzik read a scripted statement:

"The next item is 21-164 Consider ratification of the Tax Year 2021 (FY2022) tax revenue increase. Now that the Fiscal Year 2022 budget has been approved, Texas Local Government Code section 102.007(c) requires that the City Council take a separate vote ratifying the property tax increase reflected *in* that budget. The statement of increase was included in the Notice of Public Hearing on the FY2022 Proposed Annual Budget as published in the September 3rd edition of the Daily Commercial Record, the newspaper of record for University Park. The statement is also included on the cover of the City Manager's Fiscal Year 2021 budget. The statement requiring ratification reads as follows:

**THIS BUDGET WILL RAISE MORE TOTAL PROPERTY TAXES THAN LAST YEAR'S BUDGET BY \$556,747, OR 2.51%, AND OF THAT AMOUNT, \$302,684 IS TAX REVENUE TO BE RAISED FROM NEW PROPERTY ADDED TO THE TAX ROLL THIS YEAR."**

A motion was made by Mayor Pro Tem Randy Biddle, seconded by Councilmember Gage Prichard, to ratify the property tax increase of \$556,747 as reflected in the fiscal 2022 budget. The motion carried by the following vote:

**Aye:** 5 - Mayor Pro Tem Biddle, Councilmember Prichard, Councilmember Farley, Mayor Stewart, and Councilmember Aldredge



[21-165](#)

Consider an ordinance levying the Tax Year 2021 (FY2022) tax rate

Director of Finance Tom Tvardzik read a scripted statement:

"Item 21-165 is the ordinance levying the 2021 tax rate, in support of the fiscal 2022 budget. Please note the proposed rate of 26.4388 cents per \$100 of taxable value is actually lower than the rate levied in the prior year. As a result, property taxes on a \$100,000 home will decrease by 36 cents under the new rate.

Also, note that while the proposed rate is 4/10ths of a penny, or 1.54% higher than the calculated 'No New Revenue' rate of 26.0389 cents per hundred, it does not exceed the calculated "Voter Approval" rate of 27.4938 cents per hundred, and is not therefore subject to a later vote or recall.

Please note that the unused tax rate differential of approximately 1.06 cents between the Voter Approval rate and the rate enacted this evening, will be available to the City next year, if necessary. This unused differential may be likened to 'rollover minutes' for tax rates."

**A motion was made by Mayor Pro Tem Randy Biddle, seconded by Councilmember Gage Prichard, that the property tax rate be increased by the adoption of a tax rate of 26.4388 cents per hundred dollars of taxable value, which is effectively a 1.54 percent increase in the tax rate. The motion carried by the following vote:**

**Aye:** 5 - Mayor Pro Tem Biddle, Councilmember Prichard, Councilmember Farley, Mayor Stewart, and Councilmember Aldredge

Enactment No: ORD No. 21-026

[21-153](#)

Consider an ordinance adopting a revised pay plan for City employees for FY 2021/2022

Director of Human Resources Cheree' Bontrager said that staff conducted a comprehensive analysis using comparator cities to review the City's compensation package, employee leave benefits and health insurance to ensure that the City remains competitive.

Based on our comparator cities, she said staff recommends that an additional holiday, Martin Luther King Jr., be added to those holidays observed by the City. With regards to vacation leave, staff recommends the vacation leave be adjusted to provide an additional two or three days based on an employee's length of service with the City. Cheree' said that these proposed changes were reviewed and approved by the Employee Benefits Committee on August 18.

She said staff also recommends adopting compensation strategies, including 3% merit increases for those who are not topped out in their pay range, lump sum performance payment for employees at the top of their pay range (3%), and market adjustments for selected positions at or below market on the civilian pay plan.

The "comparator cities" established by a 2019 study were The Colony, Southlake, Plano, Richardson, Coppell, and Highland Park.

**A motion was made by Councilmember Mark Aldredge, seconded by Mayor Pro Tem Randy Biddle, to approve this ordinance adopting a revised pay plan. The motion carried by the following vote:**

**Aye:** 5 - Mayor Pro Tem Biddle, Councilmember Prichard, Councilmember Farley, Mayor Stewart, and Councilmember Aldredge

Enactment No: ORD No. 21-022

[21-154](#)

Consider approval of an ordinance amending the Code of Ordinances to provide for holidays and vacation leave for City employees

**A motion was made by Councilmember Gage Prichard, seconded by Councilmember Mark Aldredge, to adopt this ordinance amending the Code of Ordinance to provide for holidays and vacation leave for City employees. The motion carried by the following vote:**

**Aye:** 5 - Mayor Pro Tem Biddle, Councilmember Prichard, Councilmember Farley, Mayor Stewart, and Councilmember Aldredge

Enactment No: ORD No. 21-023

[21-166](#)

Consider a resolution adopting Fee Schedule changes for FY2022

Director of Finance Tom Tvardzik read a scripted statement:

"Item 21-166 is a resolution adopting various Fee Schedule changes supporting the FY2022 Budget. The most significant change is a 5% increase in the base water rate, increasing from \$4.74 per one thousand gallons to \$4.98 per thousand. Accordingly, the conservation surcharge rate (the additional rate charged once a customer exceeds 30,000 gallons for the month) will increase 5% as well, from \$1.75 to \$1.85 per 1,000 gallons. This increase was necessitated by an increase in the cost of treated water provided to the City by the Dallas County/Park Cities Municipal Water District.

There are also some changes in the fees charged to install or remove water service taps, including excavation to aid in full costs recovery.

Various items were added to the Park and recreation section of the Fee Schedule, not necessarily because they are new, but because they are already being charged elsewhere, yet not correctly reflected here.

Finally, we are recommending the replacement of the "License or permit fee for alcoholic beverage sales" section of the fee schedule to better conform with the reduced permit types and recognize the important change from the word "beer" to "malt beverage".

All of these changes are incorporated in the fiscal 2022 budget, and will go in to effect on October 1, 2021, if passed."

**A motion was made by Councilmember Gage Prichard, seconded by Mayor Pro Tem Randy Biddle, to approve this resolution adopting the fiscal year 2022 Fee Schedule changes. The motion carried by the following vote:**

**Aye:** 5 - Mayor Pro Tem Biddle, Councilmember Prichard, Councilmember Farley, Mayor Stewart, and Councilmember Aldredge

Enactment No: RES No. 21-015

[21-163](#)

## Consider contract for Cost of Service Study and Cost Recovery Plan

Director of Parks & Recreation Sean Johnson said that staff solicited a proposal from a consulting firm to study park usage fees. These fees were last updated in 2013. He noted that there were a number of comments from the Parks Focus Group of the Master Plan about user fees and that they don't adequately cover the cost of operation and maintenance of the parks and park facilities.

Sean said that Berry Dunn McNeil & Parker, LLC (Berry Dunn Consultants) submitted a proposal in the amount of \$25,000 for the implementations of a Cost of Service and Cost Recovery Plan that will involve a three-step approach to include:

- Cost of Service and Fees Analysis
- Categorizing Programs and Services and Creating a Cost Recovery Model
- Cost Recovery Policy Development

He said the study will begin in October, and he hopes to enact proposed fees in January 2022.

He believes it will take 2-3 years to recoup the \$25,000 cost of the study assuming that the fees are changed.

**A motion was made by Councilmember Liz Farley, seconded by Councilmember Mark Aldredge, to approve this contract. The motion carried by the following vote:**

**Aye:** 5 - Mayor Pro Tem Biddle, Councilmember Prichard, Councilmember Farley, Mayor Stewart, and Councilmember Aldredge

[21-148](#)

## Consider an ordinance providing for the issuance of Certificates of Obligation

City Manager Corder said that consideration of this ordinance will be postponed until the October 5 meeting.

#### IV. PUBLIC COMMENTS

Mayor Stewart said he hopes the City can find a mechanism for financing parking improvements in Snider Plaza.

**V. ADJOURNMENT**

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

Considered and approved this 5th day of October, 2021:

\_\_\_\_\_  
Tommy Stewart, Mayor

ATTEST:

\_\_\_\_\_  
Christine Green, City Secretary