



City of University Park

City Hall
3800 University Blvd.
University Park, TX 75205

Meeting Minutes City Council

Tuesday, April 2, 2024

5:00 PM

Council Chamber

PRE-MEETING WORK SESSION(S)

3:15 - 3:45 P.M. The City Council met in open work session to receive a briefing from City Manager Robbie Corder regarding Snider Plaza Communications, Parking, & Traffic Management & Construction Planning. No action was taken. Council Conference Room, 2nd floor, City Hall.

[24-068](#) Discuss Snider Plaza Communications, Parking & Traffic Management & Construction Planning

3:45 - 4:00 P.M. The City Council met in open work session to receive a briefing from Director of Public Works Keegan Littrell regarding the traffic signal cabinet for the Preston/Lovers traffic signal. No action was taken. Council Conference Room, 2nd floor, City Hall.

[24-063](#) Discuss the traffic signal cabinet for the Preston / Lovers traffic signal

4:00 - 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: 4 - Mayor Pro Tem Liz Farley, Mayor Tommy Stewart, Councilmember Phillip Philbin and Councilmember Bob Myers

Excused: 1 - Councilmember Mark Aldredge

- A. INVOCATION: City Councilmember Bob Myers
- B. PLEDGE OF ALLEGIANCE: City Councilmember Bob Myers / Scouts
- C. INTRODUCTION OF COUNCIL: Mayor Tommy Stewart

D. INTRODUCTION OF STAFF: City Manager Robbie Corder

Staff in attendance included City Attorney Rob Dillard, Information Services Applications Support Analyst Thomas Ta, City Secretary Christine Green, Community Information Officer Paige Ruedy, Interim Library Director Amanda Hartwick, Director of Engineering Katie Barron, Director of Human Resources Cheree' Bontrager, Chief of Police Bill Mathes, Fire Chief Randy Howell, Director of Public Works Keegan Littrell, Director of Community Development Patrick Baugh, Public Works Operations Manager Jodie Ledat, Assistant City Manager Shanna Sims-Bradish, Director of Parks and Recreation Sean Johnson, and Assistant Director of Parks and Recreation Caroline Seward.

II. AWARDS AND RECOGNITION[24-069](#)

Recognize Mayor for the Day Isaak A. Tekin

Mayor Stewart read a proclamation recognizing Mayor for the Day Isaak A. Tekin.

Boy Scout Jay Nelson of Troop 82 was present as part of earning his Citizenship in the Community merit badge.

III. CONSENT AGENDA[24-064](#)

Consider Change Orders for Priority1 Media for Centennial Celebration Event Planning Services

City Manager Corder said that this is a change order for Priority1 Media, the event planner for the Centennial Celebration. Additional items in the amount of \$22,395.85 were added to the contract, so the new amount of the contract is \$64,750.85.

These change orders were approved.

[24-065](#)

Consider an ordinance establishing the Over-65 and Disabled Homeowner homestead exemption for Tax Year 2024 (FY2025)

City Manager Corder said that this ordinance sets the current year Over-65 and Disabled Homeowner property tax exemption. This is done annually, and is set at 25% of the prior year's average single family home market value. The average single family home value in calendar 2023 was \$2,466,129, so the exemption will be set at \$616,000, 25% of that figure.

This ordinance was approved.

Enactment No: ORD No. 24-009

[24-066](#)

Consider the minutes of the March 19, 2024 City Council meeting, with or without correction

The minutes were approved.

Approval of the Consent Agenda

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

Aye: 4 - Mayor Pro Tem Farley, Mayor Stewart, Councilmember Philbin, and Councilmember Myers

IV. MAIN AGENDA[24-057](#)

Conduct a public hearing to consider an amendment to Planned Development District Number 7 SF-A for a six-month temporary use of the property located at 4236 Lovers Lane for staging, storage of materials and equipment during the upcoming utility and paving replacement activities in the north alley of the 4300-4500 blocks of Lovers Lane.

Mayor Stewart opened the public hearing.

Director of Community Development Patrick Baugh said both Planned Development (PD) amendments on the agenda are related to the upcoming Mile-Per-Year utility and pavement replacement project in the alley between Lovers Lane and Amherst Avenue (4300-4500 blocks).

The proposed amendment to PD-7 will allow the City-owned property at 4236 Lovers Lane to be used for staging and storage of materials and equipment during the project. This will help to minimize the impact of the construction on the surrounding area.

The proposed amendment to PD-33 will allow use of the Highland Park Independent School District's property at 4141 Lovers Lane as a permit-parking-only option for displaced retail employees during the construction.

Pat said that the Planning & Zoning Commission (P&Z) recommended approval of both PD amendments at its March 26 meeting.

There were no speakers, so Mayor Stewart closed the public hearing.

[24-058](#)

Consider an ordinance to amend Planned Development District Number 7 SF-A for a six month temporary use of the property located at 4236 Lovers Lane for staging, storage of materials and equipment during the upcoming utility and paving replacement activities in the north alley of the 4300-4500 blocks of Lovers Lane.

A motion was made by Councilmember Phillip Philbin, seconded by Mayor Pro Tem Liz Farley, to adopt this ordinance. The motion carried by the following vote:

Aye: 4 - Mayor Pro Tem Farley, Mayor Stewart, Councilmember Philbin, and Councilmember Myers

Enactment No: ORD No. 24-010

[24-059](#)

Conduct a public hearing to consider an amendment to Planned Development District Number 33 to allow the City of University Park to use the property located at 4141 Lovers Lane for employee parking during the upcoming utility and paving replacement activities in the north alley of the 4300-4500 blocks of Lovers Lane.

This public hearing for the amendment to PD-33 was conducted jointly with the public hearing for the amendment to PD-7.

[24-060](#)

Consider an ordinance to amend Planned Development District Number 33 to allow the City of University Park to use the property located at 4141 Lovers Lane for employee parking during the upcoming utility and paving replacement activities in the north alley of the 4300-4500 blocks of Lovers Lane.

A motion was made by Councilmember Phillip Philbin, seconded by Mayor Pro Tem Liz Farley, to adopt this ordinance. The motion carried by the following vote:

Aye: 4 - Mayor Pro Tem Farley, Mayor Stewart, Councilmember Philbin, and Councilmember Myers

Enactment No: ORD No. 24-011

[24-061](#)

Consider approval of an ordinance designating the 4100-4400 blocks of Amherst Street as Residential Parking Only

Public Works Operations Manager Jodie Ledat said that this ordinance will designate Residential-Parking-Only on Amherst during construction on the Mile-Per-Year utility and pavement replacement project in the alley between Lovers Lane and Amherst. The project will shut down the alley to employees of the businesses and Amherst residents, so this will provide on-street parking for residents who will not have access to rear-entry garages. She said that since this ordinance was prepared, residents in the 4100-4200 blocks of Amherst corresponded that they are not in favor of being included in the temporary Residential-Parking-Only. Jodie said that Public Works prefers to have a clear majority of residents in favor of implementing Residential-Parking-Only, so staff recommends removing the 4100 and 4200 blocks of Amherst from the ordinance on the agenda.

Councilmember Philbin asked how the Residential-Parking-Only works when residents have a service provider or guest coming to the house. Jodie said that residents are provided with guest passes for these occasions.

Mayor Stewart recognized the following speakers:

Steven Shelley, 4129 Amherst, said that he is concerned about his block not being included in the Residential-Parking-Only.

Charles Bufkin, 4333 Amherst, said that he is in favor of the Residential-Parking-Only and wants to extend it to include no parking on Douglas.

Steve Donosky, 4324 Amherst said that he is in favor of the Residential-Parking-Only.

Greg Crespi, 4228 Amherst said that he is in favor of the Residential-Parking-Only from Preston to Lomo Alto.

Suzanne Laidlaw, 4136 Amherst, said she's speaking on behalf of 12 families in the 4100 block who do not wish to be included in the Residential-Parking-Only.

David Miller, 4124 Amherst, said that he is not in favor of the Residential-Parking-Only for his block.

Kimberly Slade, 4420 Amherst, said she is in favor of the Residential-Parking-Only.

A motion was made by Mayor Pro Tem Liz Farley, seconded by Councilmember Bob Myers, to adopt this ordinance with an amendment to designate only the 4300-4400 blocks of Amherst as Resident-Parking-Only. The motion carried by the following vote:

Aye: 4 - Mayor Pro Tem Farley, Mayor Stewart, Councilmember Philbin, and Councilmember Myers

Enactment No: ORD No. 24-007

[24-056](#)

Consider a recommendation from the Public Facilities Naming Committee

Director of Parks & Recreation Sean Johnson said that the Public Facilities Naming Committee recommended renaming Goar Park to Centennial Park. This was initiated by a recommendation from the Centennial Celebration Legacy Committee.

Sean provided a history of the park, and said that it was originally named for William P. Goar who served as University Park City Attorney from 1946-1947 and as judge from 1944 -1946. He died in 1947, and at that time the City Commission named the park in his memory.

When the park is renamed, there will be some element of the park that will be dedicated to the memory of Mr. Goar.

A motion was made by Councilmember Bob Myers, seconded by Mayor Pro Tem Liz Farley, to approve a resolution renaming Goar Park to Centennial Park. The motion carried by the following vote:

Aye: 4 - Mayor Pro Tem Farley, Mayor Stewart, Councilmember Philbin, and Councilmember Myers

Enactment No: RES No. 24-002

[24-067](#)

Consider Sunwest Communications Public Relations Proposal for Snider Plaza Improvements Project Communications

Community Information Officer Paige Ruedy said that this contract with Sunwest Communications will assist City staff and SYB Construction with communications for the Snider Plaza Improvements Project. They want to be sure that there is a program to help promote businesses in construction zones and communicate changing conditions in the construction zone.

Paige said that staff has worked previously with Sunwest, and the firm has an expertise in Public Improvement Districts and small shopping centers.

The total contract amount is \$78,500. Staff would like Sunwest to get started right away as the construction will begin soon.

A motion was made by Councilmember Bob Myers, seconded by Mayor Pro Tem Liz Farley, to approve this contract. The motion carried by the following vote:

Excused: 1 - Councilmember Aldredge

[24-062](#)

Consider approval of an ordinance designating the 4500 blocks of Emerson and Glenwick as Residential Parking Only

Public Works Operations Manager Jodie Ledat said that this ordinance will create a Resident-Parking-Only district in the 4500 blocks of Emerson and Glenwick as part of a Mile-Per-Year project utility and pavement replacement project in the alley. This will be temporary and will end when the project is complete. She said that staff received no feedback from residents on the block.

A motion was made by Councilmember Phillip Philbin, seconded by Councilmember Bob Myers, to adopt this ordinance. The motion carried by the following vote:

Aye: 4 - Mayor Pro Tem Farley, Mayor Stewart, Councilmember Philbin, and Councilmember Myers

Enactment No: ORD No. 24-008

V. PUBLIC COMMENTS

None

VI. ADJOURNMENT

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

Considered and approved this 16th day of April, 2024:

Tommy Stewart, Mayor

ATTEST:

Christine Green, City Secretary