



City of University Park

City Hall
3800 University Blvd.
University Park, TX 75205

Meeting Minutes City Council

Tuesday, June 18, 2013

5:00 PM

Council Chamber

EXECUTIVE SESSION

Present: 5 - Mayor W. Richard Davis, Mayor Pro Tem Bob Clark, Councilmember Bob Begert, Councilmember Dawn Moore and Councilmember Tommy Stewart

13-160

3:31 - 4:15 P.M. Mayor Davis called the meeting to order. As authorized by Texas Government Code §551.074, Mayor Davis convened the City Council into closed Executive Session to discuss renewal of a contract with the City Manager. No action was taken. Executive Conference Room, 1st floor, City Hall.

PRE-MEETING WORK SESSION(S)

13-159

4:20 - 4:40 P.M. Friends of the UP Library President Byron Egan and Richards Group representative Brad Todd provided information to the Council regarding a funding campaign for the Friends of the UP Public Library. No action was taken. Council Conference Room, 2nd floor, City Hall.

13-154

4:40 to 5:00 P.M. WORK SESSION FOR AGENDA REVIEW. The City Council convened into open work session to receive agenda item briefings from staff. No action was taken. Council Conference Room, 2nd Floor, City Hall.

Director of Public Works Bud Smallwood briefed the Council on a request from SMU to abandon certain street and alley rights-of-way. Mr. Smallwood asked the Council to direct staff to obtain appraisals on the property. Police Chief Gary Adams reviewed renewals of two Interlocal Agreements with the Town of Highland Park for provision of a DARE officer and an SRO to the Highland Park ISD. Assistant Director of Public Works Jacob Speer discussed a request to contract with Flagship, Inc. for annual street sweeping services. The Council briefly discussed the park facility use ordinance amendment on the agenda. Mayor Davis adjourned the work session at 5:00 p.m.

TO SPEAK ON AN AGENDA ITEM

I. CALL TO ORDER

Mayor Davis, Mayor Pro Tem Clark, Councilmember Begert, Councilmember Moore and Councilmember Stewart were present. Also in attendance were City Attorney Dillard and City Manager Livingston.

A. INVOCATION: City Manager Bob Livingston

B. PLEDGE OF ALLEGIANCE: City Manager Livingston / Boy Scouts

Mayor Davis asked the Boy Scouts present to lead the Pledge of Allegiance. Stanton Pruitt, a member of Troop 125, stated he is working on his Citizenship in the Community merit badge.

C. INTRODUCTION OF COUNCIL: Mayor W. Richard Davis

D. INTRODUCTION OF STAFF: City Manager Bob Livingston

Staff present included: Community Information Officer Steve Mace, Director of Information Services Jim Criswell, Police Chief Gary Adams, Director of Public Works Bud Smallwood, City Secretary Liz Spector, Director of Parks Gerry Bradley, Director of Community Development Robbie Corder, Director of Finance Kent Austin, Assistant Director of Public Works Jacob Speer, Fire Chief Randy Howell, Director of Human Resources Luanne Hanford, Assistant to the City Manager George Ertle, and Library Director Sharon Martin. Also present were several Fire Department personnel to recognize recently retired firefighter Shane Schindler.

II. AWARDS AND RECOGNITION

A. [13-158](#) Recognize retirement of Fire Lieutenant Shane Schindler with 33 years of service

Fire Chief Randy Howell addressed the Council. He introduced recently retired University Park firefighter Shane Schindler and thanked him for his 33 years of service to the community. Mayor Davis presented Mr. Schindler with a plaque and Mayor Pro Tem Clark presented Mr. Schindler with a check in acknowledgement of his retirement.

This Recognition was acknowledged.

III. CONSENT AGENDA

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

Aye: 5 - Mayor Davis, Mayor Pro Tem Clark, Councilmember Begert, Councilmember Moore, and Councilmember Stewart

A. [13-150](#) Consider and act on request to abandon certain SMU rights-of-way

This Action Item was approved.

B. [13-152](#) Consider and act on FY2014 Interlocal Cooperation Agreement for Joint Provision of a Student Resource Officer (SRO)

This Contract was approved.

- C. [13-153](#) Consider and Act on FY2014 Interlocal Cooperation Agreement for Joint Provision of a D.A.R.E. Officer

This Contract was approved.

- D. [13-157](#) Consider approval of bid from Flagship, Inc. for annual street sweeping services

This Contract was approved.

- E. [13-161](#) Consider approval of minutes of the June 4, 2013 City Council Meeting

The Minutes were approved.

IV. MAIN AGENDA

- A. [13-102](#) Consider and act on proposed amendments to the Ordinance regulating park facilities usage

Mayor Davis stated he will allow those who have registered a chance to address the Council about the most recent draft of the ordinance. He called the first speaker.

Ms. Meredith Boyd addressed the Council. She stated while she does not have an issue with registering with the City to teach in the parks, she does not want her property tax dollars to fund a part-time employee to monitor commercial use of the parks. She also requested the Council not to require classes to be restricted to specific areas of the parks. She stated she would like to be able to move to different areas depending on weather or sun.

Ms. Kathleen Duff was called to speak. Ms. Duff stated she teaches soccer skills to University Park children. She expressed her concern over limitations of the proposed ordinance that limit her ability to add class members at the last minute as well as being required to use designated areas in the parks. Councilmember Moore asked Ms. Duff if she generally has her class rosters scheduled in advance of the start of the class. Ms. Duff stated yes, however, occasionally new clients request to be added at the last minute. Councilmember Moore also stated Ms. Duff's classes fall under the definition of a sports clinic.

Mayor Davis said the Council will consider these comments and any others received through written correspondence. He said while changes will be made to the proposed ordinance, they will most likely be minor revisions. He said the public will have an opportunity to review the newest draft ordinance prior to the July 2 Council Meeting.

Councilmember Begert asked Director of Parks Gerry Bradley if he will potentially hire someone to monitor compliance with the proposed ordinance. Mr. Bradley said he now finds this will be unnecessary. He said existing staff will be able to make periodic inspections. Mr. Bradley stated the most critical issue will be communication of the new rules to park users.

Mayor Pro Tem Clark asked about the proposed instructor registration fees. Mr. Bradley stated staff wants to legitimize and recognize for-profit use of the City's park system and he said the proposed \$50 annual fee is too low.

Mayor Davis thanked everyone for their comments and proposed tabling further

consideration of the issue until the July 2, 2013 City Council Meeting.

A motion was made by Mayor Davis that this Ordinance be tabled. The motion carried by the following vote:

Aye: 5 - Mayor Davis, Mayor Pro Tem Clark, Councilmember Begert, Councilmember Moore, and Councilmember Stewart

Enactment No: ORD No.13/022

B. [13-155](#)

Consider resolution amending master fee schedule

A motion was made by Mayor Davis that this Resolution be tabled. The motion carried by the following vote:

Aye: 5 - Mayor Davis, Mayor Pro Tem Clark, Councilmember Begert, Councilmember Moore, and Councilmember Stewart

Enactment No: RES No.13-007

C. [13-151](#)

Consider request from DCPCMUD to participate in cost of emergency generator purchase

Director of Public Works Smallwood addressed the Council. He said he met with representatives of the Town of Highland Park and the Dallas County Park Cities Municipal Utility District (DCPCMUD) at their request to discuss whether the City would enter into an agreement to purchase an emergency generator at an approximate cost to the City of \$1.5 million dollars. Mr. Smallwood stated staff is not in favor of participating in such purchase. He said it will increase water rates for the City's residents by 6 cents per 1,000 gallons of water usage.

Mr. Smallwood said the emergency generator will be a standby in the unlikely event both sources of power to pump the City's water go down. He said the City already has a cooperative agreement with the City of Dallas in case of emergency power outage. Mayor Pro Tem Clark asked if the Town of Highland Park agreed with staff 's opinion. Mr. Smallwood said the Town's Public Works Committee has expressed their concurrence. Mr. Smallwood said staff of both cities feel it is an unnecessary expenditure.

A motion was made by Councilmember Stewart, seconded by Mayor Pro Tem Clark, that this Action Item be recommended for disapproval. The motion carried by the following vote:

Aye: 5 - Mayor Davis, Mayor Pro Tem Clark, Councilmember Begert, Councilmember Moore, and Councilmember Stewart

D. [13-156](#)

Consider approval of a contract with Itron, Inc. for the purchase and installation of an advanced metering infrastructure system

Assistant Director of Public Works Jacob Speer addressed the Council. He said staff has studied ways to improve the City's water usage data collection. He said current methods involve two full-time employees physically reading each water meter in the City and manually entering usage into small hand-held computers. Mr. Speer said he proposes use of a new computerized system called Advanced Metering Infrastructure, or AMI. He said implementation of this system will involve installation of a small device on each water meter which reads and broadcasts usage via radio signal every five (5) minutes. He said the data is relayed through a collection point to City Hall to allow accurate, real-time meter reading. He said the system will allow improved customer service and will result in accurate billing.

Mr. Speer said he, Director of Finance Kent Austin, Infrastructure Maintenance Superintendent Harry Shearouse and Utility Billing Manager Brenda Summers traveled to a similarly-sized and situated city in Georgia for a demonstration of their use of the Itron solution. He said this lead to a high comfort level of the system and he recommends the City Council approve purchase and implementation.

Mr. Speer said if the Council approves, the Itron solution will be installed on approximately 10,000 meters in City over a 4-year period and will cost \$1,196,585 for the hardware and software to manage the system. He said staff will maintain the system once the hardware has been installed. Mr. Speer also mentioned that the project has been approved and budgeted in the current year's Capital Projects budget. Mayor Davis asked how long the units were anticipated to last. Mr. Speer said the product has a 12-year component warranty and he anticipates replacement will begin at approximately year ten. Councilmember Begert asked if additional employees will be hired to manage the new system. Mr. Speer said no. Mr. Speer also mentioned that the Public Works Advisory Committee has been provided information about this system and they were enthusiastic and encouraging on its implementation. He also stated this technology has been around for twenty years.

Councilmember Moore asked if there will be cost savings as well as management savings. Mr. Speer said the current budget allocated for meter readers will be reassigned to installation and maintenance of the new system. He said any savings will be used to upgrade the system as necessary. He also mentioned that he anticipates costs savings from quick identification of water loss due to leaks or other system issues with the electronic accuracy of this system. There were no further questions for Mr. Speer and Mayor Davis asked for a motion.

A motion was made by Councilmember Begert, seconded by Councilmember Moore, that this Contract be approved. The motion carried by the following vote:

Aye: 5 - Mayor Davis, Mayor Pro Tem Clark, Councilmember Begert, Councilmember Moore, and Councilmember Stewart

V. PUBLIC COMMENTS

There was no one present who wished to address the City Council.

VI. ADJOURNMENT

There was no further business before the City Council and Mayor Davis adjourned the meeting.

Considered and Approved this 2nd day of July 2013:

Mayor W. Richard Davis

ATTEST:

Elizabeth Spector, City Secretary