



City of University Park

City Hall
3800 University Blvd.
University Park, TX 75205

Meeting Minutes City Council

Tuesday, November 19, 2013

5:00 PM

Council Chamber

EXECUTIVE SESSION

2:05 - 3:15 P.M. The City Council met in closed session pursuant to TGC §551.072 to discuss confidential real estate matters and pursuant to TGC §551.074 to discuss a contract with Assistant City Manager Robbie Corder. Present were Mayor Davis, Mayor Pro Tem Clark, Councilmembers Begert, Moore and Stewart, City Attorney Dillard, City Manager Bob Livingston and Assistant City Manager Corder. Director of Public Works Smallwood, Director of Parks Bradley, Community Information Officer Mace and architect Taylor Armstrong were present for discussions on real estate. No action was taken. Executive Conference Room, 1st floor, City Hall.

PRE-MEETING WORK SESSION(S)

3:30 - 4 P.M. Fire Chief Randy Howell provided the City Council with an overview of municipal emergency management processes and the basics of emergency authority for local officials in open work session. No action was taken. Council Conference Room, 2nd floor, City Hall.

4 - 5 P.M. The 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 W. Richard Davis, Mayor Pro Tem Bob Clark, Councilmember Bob Begert, Councilmember Dawn Moore and Councilmember Tommy Stewart

A. INVOCATION: Director of Human Resources Luanne Hanford

B. PLEDGE OF ALLEGIANCE: Director of Human Resources Hanford / Boy Scouts

*Boy Scouts in attendance at the meeting included:
Zach Mayes, Troop 518, working on the Communications merit badge;
Ryan Davis, Troop 42, working on the Communications merit badge;
Douglas Cowman, Troop 82, working on the Citizenship in the Community merit badge;
Charlie Barraco, Troop 82, working on the Citizenship in the Community merit badge;
Joseph Barraco, Troop 82, working on the Citizenship in the Community merit badge;
Sam Khamooshi, Troop 35, working on the Communications merit badge; and
Shayan Pashaei, Troop 80, working on the Communications merit badge.*

C. INTRODUCTION OF COUNCIL: Mayor W. Richard Davis

Seated on the dais were: City Attorney Robert L. Dillard, III, Councilmember Bob Begert, Councilmember Dawn Moore, City Manager Bob Livingston, Mayor Dick Davis, Mayor Pro Tem Bob Clark and Councilmember Tommy Stewart.

D. INTRODUCTION OF STAFF: City Manager Bob Livingston

Staff in attendance included: Purchasing Agent Christine Green, Director of Parks Gerry Bradley, Acting Director of Finance Tom Tvardzik, Judge Jim Barklow, Director of Human Resources Luanne Hanford, Assistant Director of Public Works Jacob Speer, Assistant City Manager/Director of Community Development Robbie Corder, Assistant to the City Manager George Ertle, Fire Chief Randy Howell, City Secretary Liz Spector, Director of Public Works Bud Smallwood, Police Chief Greg Spradlin, Director of Information Services Jim Criswell, Community Information Officer Steve Mace and Receptionist Ann Bray.

II. AWARDS AND RECOGNITION**A. [13-275](#) Swear in Greg Spradlin as University Park Chief of Police**

Judge Barklow read the Oath of Office to Chief Greg Spradlin. Chief Spradlin thanked Mayor Davis and the City Council, City Manager Livingston and Assistant City Manager Robbie Corder for their confidence in their decision to appoint him Chief of the University Park Police Department. He recognized several members of the Police Department who were present as well as his wife, Mary Spradlin, his aunt and his mother.

III. CONSENT AGENDA

A motion was made by Councilmember Stewart, 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. [13-273](#) Consider and act on cooperative purchase of trailer and dump truck

Purchase of a trailer and dump truck in the amount of \$48,140 was approved.

B. [13-278](#) Consider approval of Bid #13-07 - Annual Contract for Water Meters and Brass Utility Parts

Bids for the annual contract to supply water meters and brass fittings were awarded to Atlas, Hughes/HD Supply, and Fortiline in the estimated annual total of \$319,014.91.

C. [13-274](#) Consider minutes of the November 5, 2013 City Council Meeting, with or without corrections

The minutes were approved as submitted.

IV. MAIN AGENDA

A. [13-185](#)

Consider and act on an ordinance amending Section 40 of the Comprehensive Zoning Ordinance to amend the definition of Community Center (Public)

A motion was made by Councilmember Bob Begert, seconded by Councilmember Dawn Moore, directing staff to draft an ordinance for City Council consideration at the December 3, 2013 meeting defining Community Center in the City's Zoning Ordinance as follows: "Community Center (Public) means a building and/or grounds that may be used by the City of University Park or any person or entity as its designee to provide recreational or social services for the benefit of the citizens. A designee of the City of University Park may only use the building and/or grounds for a period not to exceed three (3) years from the date of issuance of a Certificate of Occupancy for such use of the building and/or grounds." Councilmember Begert further moved that staff draft a resolution naming the Park Cities YMCA as a designee to provide recreational or social services under the proposed ordinance and return that resolution for consideration at the December 3, 2013 City Council Meeting. The motion carried by the following vote:

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

B. [13-276](#)

Discuss short-term home rentals in single-family neighborhoods and provide direction to staff

Assistant City Manager Corder addressed the City Council. He said staff received letters from residents expressing concern over short-term leases of single-family homes in residential neighborhoods near SMU. Mr. Corder said the letters indicated instances where residents temporarily vacate their home and, through a website listing such as VRBO.com (Vacation Rentals By Owner), rent it for a week or a long weekend. Mr. Corder said neighboring homeowners are concerned about these types of rentals and have asked staff to consider how to regulate or ban this type of use in single-family neighborhoods. Mr. Corder asked the City Council if they wanted to direct staff to study the issue further.

Mayor Davis asked if there was discussion or a motion on the request.

A motion was made by Mayor Pro Tem Bob Clark, seconded by Councilmember Tommy Stewart, to refer study of the issue to the Zoning Ordinance Advisory Committee (ZOAC) for a recommendation to the City Council. 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 were no requests to address the Council under Public Comments.

VI. ADJOURNMENT

As there was no further business, Mayor Davis adjourned the meeting at 5:18 p.m.

Considered and Approved this 3rd day of December 2013:

Mayor W. Richard Davis

ATTEST:

Elizabeth Spector, City Secretary