



City of University Park

City Hall
3800 University Blvd.
University Park, TX 75205

Meeting Minutes City Council

Tuesday, February 21, 2017

5:00 PM

Council Chamber

EXECUTIVE SESSION

3 P.M. - 4 P.M. Pursuant to TGC§ 551.071 and TGC§ 551.072, the City Council met in closed session to discuss the purchase or lease of real property on Haynie west of the Park Plaza project and to receive legal advice from the City Attorney regarding a consulting and lobbying services proposal. No action was taken. Executive Conference Room, 1st Floor, City Hall.

PRE-MEETING WORK SESSION(S)

4 - 4:15 P.M. The City Council met in open work session to receive a briefing from Director of Organizational Development Lea Dunn summarizing the City Council Initiatives Discussion and Proposed Actions. No action was taken. Council Conference Room, 2nd floor, City Hall.

[17-16](#) Summary of City Council Initiatives Discussion and Proposed Actions

4:15 - 5 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, Councilmember Taylor Armstrong, Mayor Pro Tem Dawn Moore, Councilmember Randy Biddle and Councilmember Gage Prichard

A. INVOCATION: City Attorney Rob Dillard

B. PLEDGE OF ALLEGIANCE: City Attorney Rob Dillard / Boy Scouts

Boy Scouts Charlie Barton, Johnny Lipscomb, and Daniel Carrillo of Troop 82 were present as part of earning their Communication and Citizenship in the Community merit badges. Scouts from Troop 518 were also present: Zach Pollard, Francois, Daniel Carrillo, Zachary Moulder, Laird Hanson, Guerin Honeycutt, Collin Adcox, and Brandon Schout. John Ferretti of Troop 577 was also present. The scouts assisted City Attorney Rob Dillard and the City 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 Community Information Officer Steve Mace, Director of Information Services Dale Harwell, Chief of Police Greg Spradlin, Communications Specialist/Deputy City Secretary Amanda Hartwick, City Secretary Christine Green, Director of Parks & Recreation Gerry Bradley, Director of Public Works Jacob Speer, Library Director Sharon Martin, Director of Human Resources Alicia Dorsey, Fire Chief Randy Howell, Purchasing Manager Elizabeth Anderson, Fleet Manager Les Jackson, Community Development Director Patrick Baugh, Director of Finance Tom Tvardzik, and Director of Organizational Development Lea Dunn.

II. AWARDS AND RECOGNITION

None

III. CONSENT AGENDA

17-10

Consider approval of the purchase of a Police Tahoe.

City Manager Corder said that this is a planned replacement of a 2012 Tahoe that is used for patrol.

The new vehicle is a 2017 Chevrolet Tahoe Police Package Vehicle (PPV). The City is also purchasing a five-year warranty on this vehicle. The purchase total is \$37,165 and the vehicle and warranty will be purchased from Caldwell County Ford via BuyBoard contract #521-16. BuyBoard contracts have been competitively bid and satisfy statutory purchasing requirements.

This purchase was approved.

17-11

Consider approval of the purchase of a mower for the Parks Department.

City Manager Corder said that the Parks and Recreation Department budgeted for a new riding mower to supplement an existing 2006 mower that will be modified to aerate turf on the City's athletic fields.

The new mower will be used to keep the City's turf manicured for special events and occasionally to support contract maintenance activities that are delayed due to inclement weather. The new mower is available from Professional Turf Products via BuyBoard contract # 447-14 for \$11,178.88. BuyBoard contracts have been competitively bid and satisfy statutory purchasing requirements.

This purchase was approved.

[17-12](#)

Consider approval of a contract for a pool concessionaire.

City Manager Corder said that the concessionaire at the Holmes Aquatic Center has retired after 47 years of service. The City received two responses to its request for proposals in December. Staff recommends awarding the contract to MD Executive, DBA Platinum Catering on the strength of their municipal experience and advanced Point of Sale (POS) system.

This is a one-year contract with four optional annual renewals. The concessionaire will operate as an independent contractor at the Holmes Aquatic Center, and ten percent (10%) of the concessionaire's monthly gross sales will be returned to the City.

This contract was approved.

[17-14](#)

Consider approval of Memorandum of Understanding between the University Park Fire Department and the Highland Park Department of Public Safety for shared reserve apparatus.

City Manager Corder said this item includes two Memoranda of Understanding (MOU) between the University Park Fire Department (UPFD) and the Highland Park Department of Public Safety (HPDPS). The sharing of reserve fire apparatus between Highland Park and University Park has been common practice. The documents define terms for the sharing of reserve apparatus between the two agencies.

The MOU for use of a reserve ladder truck authorizes HPDPS to use a UPFD reserve ladder truck, if available, in the event that a Highland Park apparatus is placed out of service for any reason (accident, maintenance, etc.).

The MOU for use of an engine authorizes UPFD to use an HPDPS reserve fire engine, if available, in the event that a University Park engine is placed out of service for any reason (accident, maintenance, etc.).

These memoranda of understanding were approved

[17-17](#)

Consider approval of the minutes of the February 7, 2017 City Council meeting, with or without correction.

The minutes were approved.

Approval of the Consent Agenda

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

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

IV. MAIN AGENDA

[17-18](#)

Public hearing to discuss amending Planned Development District PD-23 to allow Wireless Communication Antennae

Director of Community Development Pat Baugh gave a presentation.

He said that SMU would like to mount twelve (12) cellular antennas on the exterior side of the parking garage at the corner of Daniel and Hillcrest. There will be four (4) antennas on each the north, south and west elevations. These antennas will be painted to match the color and brick pattern of the building. Pat showed edited photographs to illustrate the placement and appearance of the antenna units. He said the cellular antennas will not exceed the garage parapet height.

The Planning and Zoning Commission held a public hearing on January 10, 2017. No comments were received and the Commission recommended approval of the amendment.

Mayor Lane opened the public hearing and invited comments on this proposed amendment to PD-23. There were no speakers. He closed the public hearing.

[17-13](#)

Consider an ordinance amending Planned Development District PD-23 to allow Wireless Communication Antennae.

A motion was made by Mayor Pro Tem Dawn Moore, seconded by Councilmember Randy Biddle, to approve this ordinance. The motion carried by the following vote:

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

Enactment No: ORD No.17-004

[17-9](#)

2016 University Park Police Department Annual Traffic Stop Analysis

Chief of Police Greg Spradlin gave a presentation. He said that his department made 4,431 traffic stops last year. The Professional Development Institute (PDI) at the University of North Texas examined the department's data on traffic stops and searches. They found no evidence of systematic racial profiling. This is the same result as the previous year.

Chief Spradlin said the Texas Code of Criminal Procedure requires him to report these findings to the Council. This analysis is conducted to determine if racial profiling is being practiced by the agency in traffic stops and subsequent searches during those stops.

17-15

Discuss purchase of grapple truck for the Parks Department.

Director of Parks and Recreation Gerry Bradley gave a presentation. He said that the current grapple truck is 15 years old and has problems with the hydraulic system and other components.

He said they treat this as an emergency piece of equipment as it is used frequently for clean up following a storm to remove downed tree limbs. The grapple truck is also used to plant large trees, access and maneuver in alleys and park sites, clean creek channels, lift heavy objects such as stones and damaged concrete, and to remove fountains for periodic maintenance. It is also shared with the Public Works Department when street projects require the use of the claw attachment.

The new vehicle would be a 2018 Freightliner M2106 with a Pac Mac SKBR-220A-CN-MJ bulk trash grapple loader. The vehicle can be purchased from Freightliner of Austin for \$135,904. This is \$46,000 more than what was budgeted. The Fleet Division estimates that repairs to the 2002 unit could cost up to \$20,000.

The Council directed staff to look at the costs for modifying the truck chassis and engine and replacing the soft parts (hydraulic hoses) on the grapple unit. Mayor Lane said he'd like to see the costs to execute a hybrid solution for the truck and have staff return with specifics to the Council.

17-19

Discuss conceptual design study for Miracle Mile Improvements.

City Manager Corder explained that the Miracle Mile is the area on Lovers Lane from Douglas west to the Tollway. Several property owners within the Miracle Mile commercial corridor have expressed an interest in improving the area's traffic flow, parking, pedestrian mobility and landscaping. This ownership group has offered to fund 50% of a study that would provide concept designs for these proposed improvements. The group has asked the City to fund the remaining portion of this study, which the group estimates would cost \$50,000. Robbie said that with the Council's approval, he would draft a letter of agreement between the City and this ownership group to conduct a shared cost study to come up with a concept plan for the improvements to the area.

Mayor Lane asked when he expected the letter to come back to Council. Robbie said he would submit the letter for Council approval at one of the March meetings.

V. PUBLIC COMMENTS

None

VI. ADJOURNMENT