



City of University Park

City Hall
3800 University Blvd.
University Park, TX 75205

Meeting Minutes City Council

Tuesday, December 19, 2017

5:00 PM

Council Chamber

PRE-MEETING WORK SESSION(S)

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

A. INVOCATION: Councilmember Randy Biddle

B. PLEDGE OF ALLEGIANCE: Councilmember Randy Biddle / Boy Scouts

Boy Scouts Charlie Humphries of Troop 70, and Charlie Pore, Nico Zavalllos, and Ryan Cuzalina of Troop 68, were present as part of earning their Communication and Citizenship in the Community merit badges. They assisted Councilmember Biddle and the Mayor and 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 Director of Information Services Dale Harwell, Chief of Police Greg Spradlin, Communications Specialist/Deputy City Secretary Amanda Hartwick, City Secretary Christine Green, Library Director Sharon Martin, Director of Finance Tom Tvardzik, Director of Parks Gerry Bradley, Public Works Operations Coordinator Jodie Ledat, Purchasing Manager Elizabeth Anderson, Director of Public Works Jacob Speer, Community Development Director Patrick Baugh, and Fire Chief Randy Howell.

II. AWARDS AND RECOGNITION

None

III. CONSENT AGENDA

17-236

Consider approval of a reservation request from the Park Cities Preservation Society to host a car show in Burleson Park.

City Manager Corder said that this is a reservation request from the Park Cities Preservation Society (PCPS) to hold its 3rd Annual Classic and Antique Car Show on Saturday, April 21, 2018 (rain date of April 28) at Burleson Park. This event has been successful the last two years. All street closures will be the same as last year, and the PCPS will need to complete the following checklist prior to the event:

- Distribute informational event door hanger for surrounding neighborhood, two weeks prior to the event.
- Coordinate additional parking with SMU.
- Secure Police officers to support pedestrian safety.
- Provide barricades and signage for traffic flow and street closures.
- Provide additional rest room facilities for event.

This reservation request was approved.

17-239

Consider approval of a request for final payment to Flow-Line Construction, Inc. for Project 47050, Mile per Year.

City Manager Corder said that this is a final payment to Flow-Line Construction, Inc. in the amount of \$90,404.92 for water, sanitary sewer, and paving work associated with a mile-per-year project. The final payment includes a deduction for liquidated damages in the amount of \$350 for the two extra days needed to complete the project.

This final payment was approved.

[17-240](#)

Consider approval of an ordinance granting solid waste franchises for 2018.

City Manager Corder said that this ordinance will grant solid waste franchise agreements (dumpsters, portable toilets, etc.) to 16 contractors for using the City right-of-way for waste disposal. The attached ordinance grants franchise agreements to sixteen (16) applicants to conduct business in the City from January 1 - December 31, 2018. Going forward, staff expects annual franchise renewals will be brought to the City Council for consideration each December. Additionally, requests for new franchises will be considered in July and December. In 2017, the City collected \$71,429.26 in street use fees from solid waste franchisees.

This ordinance was approved.

Enactment No: ORD No. 17-038

[17-242](#)

Consider approval of the minutes of the December 5, 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

[17-234](#)

Conduct a public hearing to amend Planned Development District 12.

Director of Community Development Patrick Baugh gave a presentation. He said that the YMCA would like to install two playground shade structures. This requires an amendment to the PD. The Planning & Zoning Commission recommended approval of this request, with one member recommending consideration of a change in the shade structure color scheme to a more neutral color. Mayor Lane opened the public hearing.

Gail Schoellkopf, 4006 Shenandoah, said that she would prefer a tan or green shade structure rather than the proposed blue color. She lives across the street and has a view of the playground.

The mayor closed the public hearing.

[17-235](#)

Consider approval of an ordinance to amend Planned Development District 12.

A motion was made by Mayor Pro Tem Dawn Moore, seconded by Councilmember Randy Biddle, to adopt this ordinance with the amendment that tan posts and a tan awning be substituted for the blue posts and awning on the playground shade structure. 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. 17-039

[17-241](#)

Consider award of a contract to Blastco Texas, Inc. for renovations to the Northwest Highway Elevated Water Storage Tank.

Director of Public Works Jacob Speer gave a presentation. He said that the Northwest Highway water tower was constructed about 20 years ago and is in need of renovation, including recoating the interior of the tank. He said a similar process was done to the Fondren water tower last year. Bids were received for two different coating processes. Jacob recommends the traditional elastomeric coating bid option as the metalizing process is no longer certified by the National Sanitation Foundation.

Staff recommends approval of the contract with Blastco Texas, Inc. in the amount of \$958,000 for renovations including traditional coating methods of the Northwest Highway elevated water storage tank.

Councilmember Prichard asked Jacob to confirm that this recoating process will not affect the quality of the drinking water. Jacob said that this process is performed on numerous water towers around the country every year and helps to ensure continued quality of the drinking water that circulates in the tank.

A motion was made by Councilmember Gage Prichard, seconded by Councilmember Taylor Armstrong, to award this contract. The motion carried by the following vote:

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

[17-246](#)

Consider approval of an ordinance amending the fiscal 2016-2017 budget to provide for a transfer of non-recurring revenue from the General Fund to the General Governmental Capital Projects Fund.

Director of Finance Tom Tvardzik gave a presentation. He said this item is a transfer of funds from the General Fund to the General Governmental Capital Projects Fund. During fiscal 2017, four payments were received that were either reimbursements for a specific capital project or compensation for the abandonment of City right-of-way. Each of these payments was recorded as "Other Revenue" within the General Fund. In order to make these funds available for capital projects, they must be transferred to the Capital Projects fund. These transfers are made in accordance with the City's financial management policies.

A motion was made by Councilmember Randy Biddle, seconded by Councilmember Taylor Armstrong, to adopt 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 17-040

[17-248](#)

Consider approval of an ordinance amending FY2017 Executive Department budget.

Director of Finance Tom Tvardzik gave a presentation. He explained that the Executive Department budget needs to be amended due to two projects that were not anticipated during the budget process. The first project was the successful resolution of the long-term funding issues confronting the Fireman's Relief and Retirement Fund (FRRF). The second project was the purchase of various properties made available to the City as part of the larger, Park Plaza redevelopment by SPC Hillcrest.

The additional project expenditures authorized by City Council during the year totaled \$39,282.10 for the FRRF, and \$3,243,467.95 for the property purchase from SPC Hillcrest. The proposed amendment would increase General Fund expenditures by \$3,282,750.05, all within the Executive Department.

A motion was made by Councilmember Armstrong, seconded by Mayor Pro Tem Moore, that this ordinance be adopted. 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. 17-041

[17-247](#)

Consider approval of resolutions amending the FY2017 capital budget and adopting and amending the FY2018 capital budget.

Director of Finance Tom Tvardzik said that this item rolls unspent funds from the FY17 Capital Projects budget over to their appropriate FY2018 line item, and amends the FY2017 Capital Project budget as well as the FY2018 Capital Project budget. Rolling these unspent funds over (in a manner similar to the budgetary encumbrance process) results in more accurate estimations of projected working capital and budget-to-actual performance over the life of a project.

A motion was made by Councilmember Gage Prichard, seconded by Councilmember Randy Biddle, to adopt these resolutions. The motion carried by the following vote:

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

Enactment No: RES Nos. 17-015 and 17-016

V. PUBLIC COMMENTS

None

VI. ADJOURNMENT