



# City of University Park

City Hall  
3800 University Blvd.  
University Park, TX 75205

## Meeting Minutes City Council

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Tuesday, September 4, 2018

5:00 PM

Council Chamber

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### EXECUTIVE SESSION

*3:30 - 4:00 P.M. Pursuant to TGC§ 551.071, the City Council met in closed session to consult with the City Attorney regarding an agreement with the University Park Friends of the Library. No action was taken. Executive Conference Room, 1st Floor, City Hall.*

### 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, Mayor Pro Tem Taylor Armstrong, Councilmember Randy Biddle, Councilmember Gage Prichard and Councilmember Liz Farley

- A. INVOCATION: Councilmember Liz Farley
- B. PLEDGE OF ALLEGIANCE: Councilmember Liz Farley / Boy Scouts
- C. INTRODUCTION OF COUNCIL: Mayor Olin Lane, Jr.
- D. INTRODUCTION OF STAFF: City Manager Robbie Corder

Staff in attendance included Director of Communications & Marketing Steve Mace, Director of Information Services Dale Harwell, Chief of Police Greg Spradlin, Special Projects Coordinator Amanda Hartwick, City Secretary Christine Green, Director of Parks & Recreation Gerry Bradley, Director of Public Works Jacob Speer, Fire Chief Randy Howell, Purchasing Manager Elizabeth Anderson, Director of Finance Tom Tvardzik, Director of Organizational Development Lea Dunn.

### II. AWARDS AND RECOGNITION

### III. CONSENT AGENDA

[18-167](#)

Consider approval of awards for Bid# 2018-11 for Utility Parts on an annual contract basis.

City Manager Corder said that this is an annual contract award for utility parts. Three vendors will be awarded contracts totaling \$423,370.64, assuming all parts are purchased in the quantities estimated.

The contract also provides secondary award of parts when the primary vendor is not able to supply the item.

**This bid award was approved.**

[18-168](#)

Consider approval of the purchase of public safety radio equipment service contracts.

City Manager Corder said that the City hires Motorola to service the City's public safety radios and radio equipment. This contract is available through an HGAC contract (Houston-Galveston Area Cooperative) that satisfies statutory purchasing requirements. The contract total is \$70,960.92.

**This contract was approved.**

[18-169](#)

Consider approval of a resolution amending the City Manager's change order authority.

City Manager Corder said that this item will amend the City Manager's change order authority to match statutory limits. Currently, the statutory limit for the city manager's change order authority is \$50,000 or 25% of the original contract amount, whichever is lower.

**This resolution was approved.**

Enactment No: RES No. 18-016

[18-170](#)

Consider approval of a park reservation request and route through University Park for the Susan G. Komen 3-Day Walk.

Chief of Police Greg Spradlin said that this is a park reservation request and approval of a route through University Park for the annual Susan G. Komen 3-Day Walk to raise funds for breast cancer research. The event is scheduled for Sunday, November 4 and is anticipated to have approximately 1,000 participants. Chief Spradlin said that this event has taken place for several years without any problems, so staff recommends approval of the request.

**This request was approved.**

[18-172](#)

Consider approval of the minutes of the August 21, 2018 City Council meeting, with or without correction.

**The minutes were approved.**

## Approval of the Consent Agenda

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

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

## IV. MAIN AGENDA

### 18-174

#### Second public hearing on proposed FY2019 Tax Rate

Director of Finance Tom Tvardzik gave a presentation. He said that this is the second of two tax rate public hearings. This public hearing is required by the Texas Tax Code, Chapter 26, "Truth in Taxation" because the City's proposed maximum tax rate exceeds the Effective Tax Rate, or ETR. The ETR is the tax rate that would produce the same amount of taxes if applied to the same properties taxed in both the previous and upcoming years. The City also published notice of the raise of the effective tax rate in the Park Cities News.

At its meeting of August 7, 2018, the City Council adopted a 2018 maximum proposed tax rate of 24.8761 cents per \$100 of taxable value

He showed how the city tax rate (FY19) was computed to get to 24.5379 per \$100 of taxable value. He showed that the average A11 homeowner would get a \$117 increase in their annual tax bill with this tax rate.

The Finance Advisory Committee recommended adopting a 24.8761 tax rate at its August 16 meeting. This tax rate would yield \$270,000 that would be routed to the capital projects fund.

Mayor Lane opened the public hearing. There were no comments, so the Mayor closed the public hearing.

[18-175](#)

## First Public Hearing FY2019 Budget

Director of Finance Tom Tvardzik gave a presentation. He said that this is the first of two public hearings about the FY19 proposed budget.

He said that the proposed FY2019 budget of \$53,099,375 is 4.3% higher than the adopted FY2018 budget of \$50,893,909.

Highlights of the proposed budget include:

- A 6.7% increase (year-over-year) in the City's certified property tax base.
- A calculated property tax rate of 24.5379 cents per \$100 of taxable value (a decrease of .3382, or 1.4%, from FY2018).
- A 5.2% increase (\$986,197) in property tax revenue from FY2018.
- A balanced General Fund budget.
- No increase in water rates.
- No increase in sewer rates.
- No increase in sanitation rates.
- No increase to storm water rates.
- A 5% increase in "pay-as-you-go" capital project funding, to \$6.5 million.
- A 5% increase in equipment reimbursement rates.
- Addition of a 911/311 Dispatcher in Public Safety.
- The first round of a three year phase-in of personnel to staff the "in-house" MPY effort.
- A compensation adjustment of 1% for all City personnel, with additional position-specific adjustments within Public Safety.
- Increases in TMRS, FRRF and health-care funding.

Tom said that if the City Council decides to adopt a tax rate of 24.8761 cents per hundred tax rate (as recommended by the Finance Advisory Committee) rather than the calculated rate of 24.5379, the additional property tax revenue resulting from the higher rate (\$273,442) will be earmarked for transfer to the Capital Projects Fund.

Mayor Lane opened the public hearing. Colin Kerwin, 3304 Purdue, said he believes that the Firefighters Relief and Retirement Fund is not properly funded. There were no other comments, so Mayor Lane closed the public hearing. There will be another public hearing on the FY19 budget at the September 18 City Council meeting.

18-171

Consider approval of a renewal of the Central Expressway Bridge Landscape Maintenance Agreement.

Director of Parks & Recreation Gerry Bradley gave a presentation. He said that the City has had landscape maintenance agreements since 2013 with SMU and the George W. Bush Presidential Library Foundation (GWBPLF) to landscape Central Expressway bridge medians at Mockingbird and SMU Blvd. This is a renewal of those agreements.

The agreements provide that SMU is responsible for funding maintenance costs associated with the Mockingbird Lane Bridge and half the maintenance costs of the SMU Blvd. Bridge. The GBPLF is responsible for funding the remaining half of maintenance cost at SMU Blvd. The original agreement expired in August 2018.

**A motion was made by Councilmember Biddle, seconded by Mayor Pro Tem Armstrong, to approve this agreement. The motion carried by the following vote:**

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

18-173

Consider approval of a resolution to approve Atmos Energy Negotiated Rate Settlement.

Director of Information Services Dale Harwell gave a presentation. He recognized Susan Harris of Atmos who was present in the chamber.

He said that City is one of 171 Texas cities in the Atmos Cities Steering Committee (ACSC). Since 2007, Atmos and ACSC member cities have negotiated rates through the rate review mechanism (RRM). In April, Atmos required \$42 million in additional system-wide revenue to cover 2017 capital expenditures. In applying the REM tariff approved by the City Council, ACSC recently negotiated with Atmos and settled for \$24.9 million. The settlement requires rate increases for all Atmos customers.

The monthly average rate increase over current rates that took effect in March 2018 are:

Residential customers - \$1.06 (based on average consumption of 46 CCF)  
Commercial customers - \$3.20 (based on average consumption of 371 CCF)

A CCF is 100 cubic feet of gas. The new rates would be effective October 1. Staff recommends approval of the negotiated settlement.

**A motion was made by Councilmember Biddle, seconded by Councilmember Prichard, that this resolution be adopted. The motion carried by the following vote:**

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

Enactment No: RES No. 18-017

**V. PUBLIC COMMENTS**

None

**VI. ADJOURNMENT**