



City of University Park

City Hall
3800 University Blvd.
University Park, TX 75205

Meeting Minutes City Council

Tuesday, December 4, 2018

5:00 PM

Council Chamber

PRE-MEETING WORK SESSION(S)

4:00 - 4:15 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.

[18-280](#) Discuss Snider Plaza Parking Limits

4:15 - 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

Present: 5 - Mayor Olin Lane, Mayor Pro Tem Taylor Armstrong, Councilmember Randy Biddle, Councilmember Gage Prichard and Councilmember Liz Farley

- A. INVOCATION: Councilmember Randy Biddle
- B. PLEDGE OF ALLEGIANCE: Councilmember Randy Biddle / 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, City Secretary Christine Green, Director of Parks & Recreation Gerry Bradley, Public Works Operations Coordinator Jodie Ledat, Director of Public Works Jacob Speer, Fire Chief Randy Howell, Director of Finance Tom Tvardzik, Purchasing Manager Elizabeth Anderson, Assistant City Manager Lea Dunn, Director of Human Resources Alicia Dorsey, and Director of Community Development Patrick Baugh.

II. AWARDS AND RECOGNITION

III. CONSENT AGENDA

[18-273](#)

Consider approval of a request from Hyer Preschool Association (HPA) to hold its 5K Faster Stronger Fun Run.

City Manager Corder said that this is a request from the Hyer Preschool Association (HPA) to hold its second annual 5K Fun Run on Saturday, May 4, 2019. Staff recommends approval of the request with the condition that two off-duty police officers are hired to assist with traffic.

He noted that last year's race raised \$20,000 for Hyer Elementary School.

This request was approved.

[18-274](#)

Consider approval of a request to purchase a Ford Escape for the Utility Billing Department.

City Manager Corder said that this purchase of a 2019 Ford Escape is a planned replacement of the Utility Billing vehicle used to distribute mail. The 2007 van that the department currently uses will be re-assigned to pool operations, and pool operations will send a 2006 Tahoe to auction. This vehicle is available from Caldwell Country Ford for \$21,454.00 via a BuyBoard contract. BuyBoard contracts satisfy statutory purchasing requirements.

This purchase was approved.

[18-275](#)

Consider approval of a trailer purchase for the Parks & Recreation Department.

City Manager Corder said that this is a planned replacement of a Parks Department landscape utility trailer used to carry equipment such as riding lawn mowers, push mowers, and weed eaters to job sites. This trailer is available via a BuyBoard contract from Magnum Trailers for \$4,446. BuyBoard contracts have been competitively bid and thus satisfy statutory purchasing requirements. This trailer will come with a reinforced ramp, a security box, and racks to hold weed-eaters.

This purchase was approved.

[18-276](#)

Consider approval of payment to Superion for OSSI and OneSolution Software Maintenance for FY19.

City Manager Corder said that this is an approval for payment to Superion for annual maintenance on the OSSI and OneSolution Software used by the Police and Fire Departments. The contract cost is \$96,946.18.

This payment was approved.

[18-279](#)

Consider an ordinance granting solid waste franchises for 2019

City Manager Corder said that this ordinance approves 2019 sanitation franchises to 13 vendors. These vendors collect, transport, and dispose of solid waste (portable toilets, construction roll-off containers, etc.) from sites within the City. These franchisees pay the City, as street use fees, seven percent of the gross receipts billed by the franchisee from contracted waste accounts.

He said that each of the 13 applicants is a current franchisee in good standing with the City. So far in 2018, the City has collected \$36,482.42 in sanitation franchise fees.

This ordinance was approved.

Enactment No: ORD No. 18-044

[18-282](#)

Consider approval of the minutes of the November 20, 2018 City Council meeting with or without corrections.

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

[18-240](#)

Consider approval of a license agreement with Caruth Preston Road Associates for use of a portion of the Preston Road Right-of-Way adjacent to the Plaza at Preston Center.

Director of Public Works Jacob Speer gave a presentation. This is a request from the Plaza at Preston Center for a license agreement for the east side of Preston Road adjacent to the center. There will be some redesign of the sidewalks and the addition of some ADA ramps. The area will remain in the City right-of-way. It is a revocable agreement, and the shopping center will be responsible for maintenance on these improvements.

Councilmember Prichard asked if the City would lose the unofficial right turn lane that is currently there along Preston Road. He is concerned about the loss of this unmarked turn lane. Mayor Pro Tem Armstrong agreed with this. Mayor Lane asked Jacob to have the shopping center submit amended concepts that achieve these improvements without removing this lane. Councilmember Farley asked that a representative from the shopping center attend the next presentation in case there is additional feedback.

[18-263](#)

Consider approval of a contract with Public Sector Personnel Consultants (PSPC) for an Award Classification and Compensation Study.

Purchasing Manager Elizabeth Anderson gave a presentation about this Request for Proposals (RFP). Public Sector Personnel Consultants is the recommended awardee. The contract total cost is not to exceed \$42,500. Director of Human Resources Alicia Dorsey explained that the goal of this study is to address the City's competitive position in the market, ensure that position salaries and benefits are right-sized to the organization and industry, and to identify best practices for the future administration of classification and compensation adjustments during the budget process.

Councilmember Prichard asked how the consultant will use the information gathered from the City. Alicia said they'll compare our information to other cities in the market, as well as similar non-municipal organizations in the market. She said this will help with recruitment and retention of employees. He asked if the City's information will be available to others, or can it be kept more confidential. Alicia said "no", this information is subject to the Open Records Act and it's common for public agencies to compare data. Mayor Pro Tem Armstrong asked if a Freedom of Information Act (FOIA) request has to be made to obtain the data. Alicia said "no", it's public data. Councilmember Farley asked if the City has had problems recruiting. Alicia said "no" because the City has competitive pay. City Manager Corder noted that sometimes it's easy to hire for a position, but others positions go unfilled for longer periods.

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

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

[18-281](#)

Consider approval of Cigna as the City's Stop Loss Vendor for 2019.

Director of Human Resources Alicia Dorsey provided remarks. Then she introduced benefits consultant Julie Rickman of Holmes Murphy. Julie explained that stop loss insurance covers the City's self-insurance program to minimize exposure to large insurance claims. The City issued an RFP for this insurance coverage and received two responses. Staff recommends awarding the contract to Cigna. The City's annual fixed costs for stop loss coverage will increase by \$90,500 for a total cost of \$628,567. The Employee Benefits Committee reviewed this proposal at its meeting on November 29 and recommended approval.

A motion was made by Mayor Pro Tem Armstrong, seconded by Councilmember Biddle, that this contract be approved. The motion carried by the following vote:

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

18-272

Consider approval of an amendment to the Code of Ordinances of the City of University Park, Chapter 12, Article 12.01, Section 12.01.011 to Regulate the Use of Motor-Assisted Scooters.

Chief of Police Greg Spradlin gave a presentation. He said that this ordinance is presented to address a request from the SMU student body to allow use of electric scooters on the SMU campus. The ordinance would require the use of helmets and riders must be at least 18 years of age. Councilmember Prichard asked if the ordinance includes an option to review and reconsider in June 2019. He said he'd like to see staff track accidents and other aspects of scooter use before approving this permanently. Mayor Pro Tem Armstrong asked if students would actually adhere to the guidelines provided by the ordinance. Chief Spradlin said he did not believe so. In particular, he believes that the helmet requirement will be ignored. Mayor Pro Tem Armstrong said he believes these scooter are dangerous. Councilmember Biddle asked Paul Ward, SMU Vice President for Legal Affairs and Government Relations and General Counsel and Secretary, if scooters that stray from the prescribed area will cease to operate. Mr. Ward said "yes." Councilmember Farley said she's concerned about the safety of the students and young kids. She's concerned about where the students can ride. She said that the Public Safety Committee had reviewed this proposal and unanimously agreed that they didn't want electric scooters in UP. Mr. Ward said that the current ordinance bans electric scooters on public property.

Robert McTaggart, 3205 Westminster, said he's in favor of students being able to ride these scooters. He thinks the scooters look fun and are an easy way to get around campus. He doesn't think that riders need to wear helmets.

Mayor Pro Tem Armstrong asked how fast the scooters can go. Lime Scooter Regional Manager Nick Barber, said the scooters go 15-17 miles per hour. He said they have the ability to use geo-fencing to control where the scooters can operate.

Councilmember Farley said that the middle school is near SMU and that these scooters will be on the sidewalks where younger students are walking and riding their bicycles.

Mayor Lane said he wants the City Attorney to bring back an ordinance on the December 18 agenda that will provide a minimum age requirement, a helmet requirement, geo-fencing, and speed governing specifics.

A motion was made by Mayor Lane to approve this ordinance and direct staff to amend it at the December 18 meeting to accomplish the desires of both SMU and the City. The motion was seconded by Councilmember Prichard. The motion carried by the following vote:

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

Enactment No: ORD No. 18-045

[18-278](#)

Consider approval of a contract with Gametime for playground resurfacing at various parks.

Director of Parks & Recreation Gerry Bradley gave a presentation about replacing the playground surfacing on four park playgrounds - Coffee, Curtis, Davis, and Williams. He said this is a BuyBoard contract purchase. Gametime is the vendor and the contract amount is \$66,660.58.

Councilmember Prichard asked if the contract was competitively bid. Gerry said BuyBoard meets statutory competitive bidding requirements. Councilmember Prichard asked when was the last time resurfacing took place. Gerry said that the rubberized surface in Coffee Park was installed in 2009. Mayor Pro Tem Armstrong asked what is the ideal schedule for resurfacing. Gerry said that 10-15 years is the maximum life of a playground surface.

A motion was made by Councilmember Liz Farley, seconded by Mayor Pro Tem Taylor Armstrong, to approve this contract. The motion carried by the following vote:

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

V. PUBLIC COMMENTS

None

VI. ADJOURNMENT