



# City of University Park

City Hall  
3800 University Blvd.  
University Park, TX 75205

## Meeting Minutes City Council

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Tuesday, August 20, 2019

5:00 PM

Council Chamber

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### PRE-MEETING WORK SESSION(S)

*4:00 - 4:30 P.M. The City Council met in open work session to receive a briefing from staff about the proposed pay plan. No action was taken. Council Conference Room, 2nd floor, City Hall.*

[19-136](#) Proposed Pay Plan Discussion

*4:30 - 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: City Attorney Rob Dillard
- B. PLEDGE OF ALLEGIANCE: City Attorney Rob Dillard / 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 Public Works Jacob Speer, Public Works Operations Coordinator Jodie Ledat, Fire Chief Randy Howell, Library Director Sharon Perry, Director of Finance Tom Tvardzik, Director of Parks & Recreation Gerry Bradley, Assistant City Manager Lea Dunn, and Director of Community Development Patrick Baugh.

### II. AWARDS AND RECOGNITION

None

### III. CONSENT AGENDA

#### [19-134](#)

Consider approval of an ordinance adopting a revised 2019 Water Conservation Plan.

City Manager Corder said that this ordinance adopts a revised version of the 2019 Water Conservation plan that the Council originally adopted in March.

The Texas Commission on Environmental Quality (TCEQ) asked the City to make several minor revisions to the plan and then re-adopt it by ordinance.

The revisions are as follows:

- Provide baseline averages for water loss per capita;
- Describe the City's water meter replacement project;
- Include a list of "unaccounted for" water usage which includes loss of water in the system due to water main breaks, maintenance activities, and leaks; and
- Revising the labeling for the information on our Master Meter.

**This ordinance was adopted.**

Enactment No: ORD No. 19-020

#### [19-128](#)

Consider approval of a resolution designating the Daily Commercial Record as the official newspaper of the City.

City Manager Corder said that this resolution designates the Daily Commercial Record as the City's official newspaper. State statute and the City Charter require that the City have an official paper of record. The City's previous official newspaper, the Park Cities News, is no longer publishing on a regular basis, but it will be designated as a secondary official newspaper. The City will also continue to publish notices on its website and on social media.

**This resolution was approved.**

Enactment No: RES No. 19-010

#### [19-127](#)

Consider approval of an Interlocal Agreement with Parkland Health and Hospital System.

City Manager Corder said that this is a renewal of a 24 month interlocal agreement with Parkland Health & Hospital System that will allow the City to continue using BioTel Medical Control. BioTel provides services to the City's paramedics as they transport and treat patients. The contract with BioTel, to be executed at a later date, is expected to cost about \$14,000.

**This interlocal agreement was approved.**

[19-129](#) Consider approval of the minutes of the August 6, 2019 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 Prichard, 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

[19-135](#) Conduct a public hearing on the proposed Tax Year 2019 (FY2020) tax rate.

Director of Finance Tom Tvardzik gave a presentation. This is the first of two public hearings regarding the tax rate.

The proposed tax rate for 2019 is .258548. This represents an increase of 7.96% above the effective tax rate.

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

[19-132](#) Conduct a public hearing regarding the creation of a Special Sign District for 6401 Hillcrest.

Director of Community Development Patrick Baugh gave a presentation. He said that the Zoning and Development Advisory Committee recommended approval of the creation of a special sign district at 6401 Hillcrest at the corner of McFarlin to allow for signs for the second floor tenants of this building.

Councilmember Biddle asked if another tenant moves in and wants to change the sign, do they need to come back to the City Council for approval? Pat said no, as long as the requestor complies with the established requirements.

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

[19-133](#) Consider approval of an ordinance creating a Special Sign District for 6401 Hillcrest.

**A motion was made by Councilmember Gage Prichard, seconded by Mayor Pro Tem Taylor Armstrong, to adopt this ordinance. 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. 19-021

**V. PUBLIC COMMENTS**

None

**VI. ADJOURNMENT**

As there was no further business, Mayor Lane adjourned the meeting.

Considered and approved this the 3rd day of September:

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Olin Lane, Jr., Mayor

ATTEST:

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Christine Green, City Secretary