



Meeting Minutes  
City Council

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Tuesday, January 21, 2020

5:00 PM

Council Chamber

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**EXECUTIVE SESSION**

*3:00 - 3:30 P.M. Pursuant to TGC§ 551.071, the City Council met in closed session to discuss confidential legal matters with the City Attorney. No action was taken. Executive Conference Room, 1st Floor, City Hall.*

**PRE-MEETING WORK SESSION(S)**

*3:30 - 4:00 P.M. The City Council met in open work session to receive a briefing from staff about the Snider Plaza "REAP" options strategy. No action was taken. Council Conference Room, 2nd floor, City Hall.*

[20-008](#) Discussion of the Snider Plaza "REAP" options strategy.

*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**

A. INVOCATION: City Councilmember Gage Prichard

B. PLEDGE OF ALLEGIANCE: City Councilmember Gage Prichard / Scouts

Girl Scouts Elle Polychronis and Charlotte McCoy of Troop 4905 were present as part of earning their Community Involvement Badge. They assisted the Councilmember Prichard 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 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 Gerry Bradley, Public Works Operations Coordinator Jodie Ledat, Director of Public Works Jacob Speer, Purchasing Manager Elizabeth Anderson, Director of Finance Tom Tvardzik, Fleet Manager Les Jackson, Fleet Supervisor Owen Downham, Controller Civic Yip, Director of Community Development Patrick Baugh, Director of Human Resources Alicia Dorsey, and Assistant City Manager Lea Dunn.

**II. AWARDS AND RECOGNITION**[20-012](#)**Retirement of Fleet Manager Les Jackson**

Director of Finance Tom Tvardzik thanked Fleet Manager Les Jackson for his 41 years of service to the City of University Park. He praised Les' dedication, expertise, loyalty, and honesty, and said that Les will be greatly missed by the City and his fellow employees.

Mayor Pro Tem Armstrong presented Les with a plaque and Mayor Lane presented Les with a retirement check.

**III. CONSENT AGENDA**[20-009](#)

Consider approval of an ordinance amending the FY2019 Executive Department budget.

City Manager Corder said that this ordinance will amend the FY19 budget in the Executive Department to reflect the purchase of the residential property at 4236 Lovers Lane. The City acquired this property at the northeast corner of Lovers Lane and Douglas Avenue as part of a plan to improve the intersection. The amendment is in the amount of \$691,322.86.

**This ordinance was adopted.**

Enactment No: ORD No. 20-001

[20-010](#)

Consider approval of an ordinance amending the fiscal 2018-2019 budget to provide for a transfer of "one-time" revenues from the General Fund to the General Governmental Capital Projects Fund.

City Manager Corder said that this ordinance will amend the FY19 budget in the total amount of \$3.4 million. The amendment will transfer one-time revenues from the General Fund to the Capital Projects Fund. These revenues include payments from DART and Dallas County as reimbursements for specific capital projects. There was also excess building permit revenue that will be transferred.

**This ordinance was adopted.**

Enactment No: ORD No. 20-002

[20-004](#)

Consider approval of an award for RFP# 2019-14, Grounds Maintenance.

City Manager Corder said that this is a contract award for grounds maintenance. Bare Roots Landscaping Solutions is the recommended awardee with an annual rate of \$130,000. Services include mowing, trimming, weeding, and trash pick-up throughout the City's parks and turf areas. Bare Roots has been the City's contractor for the past five years and has performed well. This is a one year contract with four optional annual renewals.

**This contract award was approved.**

[20-007](#)

Consider approval of the minutes of the January 7, 2020 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**

[20-005](#)

Conduct a Public Hearing in consideration of a request from First Unitarian Church of Dallas to amend Planned Development District 24 to allow for a new fellowship hall, choir/music center, library, and renovations of existing buildings for chapel, sanctuary, and educational facilities. The subject site is located at 4015 Normandy Avenue and currently zoned Planned Development 24.

Director of Community Development Patrick Baugh gave a presentation. He said that the First Unitarian Church of Dallas at 405 Normandy requested an amendment to its Detailed Site Plan to demolish and reconstruct its fellowship hall to accommodate growth in the congregation and provide expanded services.

The total floor area of all buildings will increase from 46,038 to 54,721 square feet, including minor modifications to other structures. The current setbacks for the church campus will remain the same.

The parking at the church is both onsite and offsite. The church has an agreement with the YCMA to use their parking garage.

Mayor Lane opened the public hearing. Rev. Daniel Kantor, 7076 Chantilly, Dallas said he has been at the church for 19 years. He said that the church has been at this address since 1941. The buildings to be redone have not been renovated for 25 years. He said that the church has taken care with this design to maintain the integrity of the building along Preston Road.

Emily Henry, 1015 North Winnetka, Dallas, TX 75208, said she is a landscape architect working and a member of the church. She gave a presentation and showed photos of the fellowship hall interior as it looks now and also renderings of the building as it will look when constructed.

Michael Martin, 6666 Lakewood Blvd., said he is also a member of the church. He said the church mailed postcards to neighbors to advertise a neighborhood meeting in August 2019, but they had no attendance from the neighborhood. They also hosted an open house in September, but again had no attendance from the neighborhood.

Ken Raggio of 4125 San Carlos said he supports the church's plans. He is a neighbor of the church and will have a good view of the property.

Mayor Lane closed the public hearing.

Councilmember Prichard asked where construction vehicles will be parked. Brett Ratliff, of Pritchard Associates, the construction manager for the project, said they may shuttle the construction workers to the site to avoid parking extra vehicles in the neighborhood. Councilmember Prichard asked if a contractor had been selected yet. Mr. Ratliff said it will most likely be Ridgemont Construction, although it has not been finalized.

Mayor Lane asked if this case had been reviewed by the Planning & Zoning

Commission. Pat Baugh said yes, that P&Z voted unanimously in favor of the church's plan.

Mayor Pro Tem Armstrong complimented the church's plans.

[20-006](#)

Consider a request from First Unitarian Church of Dallas to amend Planned Development District 24 to allow for a new fellowship hall, choir/music center, library, and renovations of existing buildings for chapel, sanctuary, and educational facilities. The subject site is located at 4015 Normandy Avenue and currently zoned Planned Development 24.

**A motion was made by Mayor Pro Tem Armstrong, seconded by Councilmember Prichard, that this ordinance amending PD 24 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: ORD No. 20-003

[20-011](#)

Consider approval of a license agreement with the Plaza at Preston Center.

Director of Public Works Jacob Speer gave a presentation. He said that The Plaza at Preston Center would like to make some changes to the parking and sidewalks along Preston Road on both sides of Villanova. He showed graphic renderings of the proposed changes and said that staff is in favor of this license agreement and the proposed changes.

Councilmember Prichard asked how many parking spots would be lost if they put head-in parking at a 30 degree angle in the section north of the Villanova entrance. Jacob estimated that there would be a loss of five spaces. The shopping center would otherwise be adding five spaces, so the net difference would be zero. Councilmember Prichard asked why the center was not planning any big changes on the north side of Villanova. Jacob said that there is not a need to accommodate the two levels of storefronts/parking on that side of the intersection. Councilmember Prichard asked if it might be necessary to add a right turn traffic arrow from Preston onto Villanova. Jacob said he did not think the traffic counts warranted this. Councilmember Farley asked if cars will still be able to turn right on Villanova. Jacob said yes. He also said that cars may enter the shopping center via the south entrance at Wentwood. Mayor Pro Tem Armstrong asked why the center is doing this. Jacob said that these changes provide more accessibility with wider sidewalks and accessible parkway along parking spots. The changes will also increase the functionality of the sidewalks in front of the stores.

Mayor Pro Tem Armstrong and Councilmember Farley said they are concerned about traffic and cars backing directly onto Preston. Councilmember Farley said she is happy that the shopping center is willing to do this improvement at its own expense but she needs reassurance that the changes won't increase the traffic congestion in this area.

Mayor Lane said based on these comments, he believes the Council wants the center to take another look at this plan before it will consider approving the license agreement.

## V. PUBLIC COMMENTS

None

**VI. ADJOURNMENT**

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

Considered and approved this the 4th day of February, 2020:

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Olin Lane, Jr., Mayor

ATTEST:

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Christine Green, City Secretary