



# City of University Park

City Hall  
3800 University Blvd.  
University Park, TX 75205

## Meeting Minutes City Council

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Tuesday, September 1, 2020

5:00 PM

Council Chamber

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### PRE-MEETING WORK SESSION(S)

*3:00 - 4:00 P.M. The City Council met in open work session to receive a report from staff about the next steps for Snider Plaza. No action was taken. Council Chamber, 2nd floor, City Hall.*

[20-143](#) Continue discussion of next steps for Snider Plaza.

*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 Chamber, 2nd floor, City Hall.*

### I. CALL TO ORDER

*Rollcall*

**Present:** 4 - Councilmember Randy Biddle, Mayor Pro Tem Gage Prichard,  
Councilmember Liz Farley and Mayor Tommy Stewart

**Excused:** 1 - Councilmember Mark Aldredge

- A. INVOCATION: Fire Chief Randy Howell
- B. PLEDGE OF ALLEGIANCE: Fire Chief Randy Howell
- C. INTRODUCTION OF COUNCIL: Mayor Tommy Stewart
- D. INTRODUCTION OF STAFF: City Manager Robbie Corder

Staff in attendance included City Attorney Rob Dillard, City Manager Robbie Corder, City Secretary Christine Green, Director of Finance Tom Tvardzik, Police Sgt. Robert Ramsey, Police Officer John Trussell, Chief of Police Greg Spradlin, Assistant Police Chief Jim Savage, Director of Public Works Jacob Speer, Purchasing Manager Elizabeth Anderson, Police Sgt. Nancy Escobar, Fire Chief Randy Howell, Police Administrative Assistant Dawn Kossmann, Police Sgt. Chris Johnson, and Police Officer Tomasa Williams.

Robbie Corder introduced new Director of Parks Recreation Sean Johnson. Sean greeted the City Council and said he's looking forward to serving the City of University Park.

## II. AWARDS AND RECOGNITION

[20-135](#)

Promotion of Police Officer Robert Ramsey to the Rank of Sergeant

Chief Spradlin explained the promotion process in the Police Department, and gave a background of Sgt. Ramsey. He congratulated Sgt. Ramsey and presented him with his sergeant badge.

## III. CONSENT AGENDA

[20-138](#)

Consider approval of the FY21 Interlocal Agreement for Coordinated Health Services with Dallas County.

City Manager Corder said that this is a renewal of an annual interlocal agreement with Dallas County Health and Human Services for coordinated health services. The County provides reporting on communicable diseases as well as public health lab services and immunizations. The City's cost for participation is \$48.

**This agreement was approved.**

[20-140](#)

Consider approval of the FY21 Interlocal Agreement with Dallas County for Food Inspection Establishment Agreement.

City Manager Corder said that this is renewal of another annual agreement with Dallas County Health and Human Services to provide food establishment inspections and environmental health services. He said that every restaurant, commercial kitchen, and food truck in University Park is inspected twice a year, and the City budgets \$20,000 for the cost of this service.

**This agreement was approved.**

[20-139](#)

Consider approval of an Interlocal Agreement (ILA) with the City of Fort Worth allowing public safety radio communications interoperability.

City Manager Corder said that this is an Interlocal Agreement with the City of Fort Worth for public safety radio communications interoperability. He said that this will allow the City's public safety radio system to communicate with the City of Fort Worth's system. He reminded the Council that University Park and Highland Park recently created a new radio system for police and fire, and, to make the system operational, the cities approved an agreement with Garland, Mesquite, Rowlett and Sachse to connect to their radio core. The agreement with Fort Worth expands the range of municipalities with which University Park's public safety radio system can communicate.

**This agreement was approved.**

[20-141](#)

Consider approval of the minutes of the August 18, 2020 City Council meeting, with or without corrections.

**The minutes were approved.**

## **Approval of the Consent Agenda**

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

**Aye:** 4 - Councilmember Biddle, Mayor Pro Tem Prichard, Councilmember Farley, and Mayor Stewart

## **IV. MAIN AGENDA**

[20-144](#)

## Public Hearing - FY2021 Budget

Director of Finance Tom Tvardzik gave a presentation about the proposed FY21 budget. He explained the budget and tax rate adoption process. He said that the Dallas Central Appraisal District (DCAD) was slow to provide the City's property value numbers due to the COVID-19 shutdown and a record number of protests.

Tom said that the FY21 budget highlights include:

- No changes to General Fund fees
- No changes to water rates
- No changes to sewer rates
- No changes to storm water rates
- 5% across-the-board increase in Sanitation rates
- 5% increase in funding for Capital Projects
- Decrease from 10.18% to 8.8% in TMRS costs
- Resumption of merit-based increases

Tom said that personnel costs are down \$106,072 (\$0.4%) from the prior-year budget, across all budgeted funds.

Tom said that the City's water treatment charges are down -4.6% while wastewater treatment charges are up +14.2% (up \$213,798).

He said that capital project funding is up 5% for a total of \$7.6 million. Fuel costs are down, -17.4%, so the budgeted funds decrease is \$69,048.

In the business-type revenues (non-property tax), Tom noted the following trends for the budget:

- Water Sales +\$24,800 (0.24%)
- Waste Water Revenue +\$52,000 (0.88%)
- Sanitation Revenue -\$161,318 (4.74%)
- Storm Water Fees +\$2,650 (+0.53%)

Tom said that the FY21 General Fund Expenditures budget is \$34,790,883, and that 64% of General Fund revenue comes from property tax revenue.

Tom talked about changes in the non-property tax revenue that goes into the General Fund, and that the budget reflects a 3.9% (\$509,000) decrease in non-tax revenue. He said that sales tax revenue for the FY21 budget remains the same as last year. Building permit revenue is also expected to be steady for FY21. Projected revenue from interest has been cut in this budget, and franchise taxes are also down.

Tom said that property tax revenue is budgeted at \$22,160,883 which is 3.3% higher than last year.

Mayor Stewart opened the public hearing. There were no speakers and no comments submitted, so Mayor Stewart closed the public hearing.

[20-137](#)

Consider award of Bid # 2020-14, Traffic Signal Improvements.

Purchasing Manager Elizabeth Anderson gave a presentation. She said that as part of a multi-year program to replace traffic signals in the City, staff received bids to replace the signals at:

- Preston Road & Lovers Lane
- University Drive & Armstrong Parkway
- University Drive & Douglas Avenue

Staff recommends award of the bid to EAR Telecommunications in the amount of \$594,671.10. Staff anticipates that this work will be completed by June 2021.

Mayor Pro Tem Prichard asked for an itemized cost for each traffic light. Jacob Speer said the cost is around \$200,000 per intersection.

Mayor Stewart asked if these new signals will still allow for left turn. Jacob said yes.

**A motion was made by Mayor Pro Tem Gage Prichard, seconded by Councilmember Randy Biddle, to approve this bid award. The motion carried by the following vote:**

**Aye:** 4 - Councilmember Biddle, Mayor Pro Tem Prichard, Councilmember Farley, and Mayor Stewart

[20-142](#)

Consider an ordinance establishing a school zone near Boone Elementary School, establishing new school zone time limits, and repealing two school zones on Hillcrest Avenue

Public Works Director Jacob Speer gave a presentation. He said that the Highland Park Independent School District (HPISD) created new school attendance boundaries earlier this year with the addition of Boone Elementary. The district commissioned a traffic engineering firm to create a "Safe Routes to School" plan. He said this study analyzed all five elementary schools and McCulloch Intermediate School / Highland Park Middle School, looked at established preferred walking routes, and recommended crossing guard locations based on these walking routes and vehicular volumes.

Jacob said that HPISD will deploy crossing guards at the study's recommended locations beginning Monday, September 7, 2020. Jacob showed a map with the crossing guard locations and said that the University Park school zones will correspond with the crossing guard locations

He said that this ordinance establishes new zones for Boone Elementary. Last year, when the Boone campus served as Hyer Elementary, there were guards at some of these locations. This ordinance also establishes the times for all the school zones, and they will correspond with the times that the crossing guards are on duty.

Mayor Pro Tem Prichard asked how many signs are required on Southwestern between Durham and Airline. Jacob said four signs will be installed - two for westbound traffic and two for eastbound traffic. He said that flashing school zone signs are allowed but not required. The signs to be installed on Southwestern will be static signs. He showed photos of what the signs will look like.

Jacob said that he has received questions about the school zone on Southwestern being so far away from Boone Elementary. He showed the Boone attendance zone on the map and said that over 50% of Boone students live south of Southwestern and will cross Southwestern to get to school. Mayor Pro Tem Prichard asked how many students walk or ride bikes to school. Jacob said that the district sent out questionnaires to the Boone families to help determine this.

Councilmember Farley asked what percentage of kids at Boone have chosen to attend school virtually. Jacob said he didn't know, but the engineering study acknowledged the effect of COVID on the number of students actually commuting to school. Councilmember Farley asked about installing these school zone signs in the middle of the block on residential streets. She said she understands that residents are unhappy about new signs going up in front of their houses.

Jacob said another suggestion he has received is to make all of Southwestern a school zone from Boedeker to Hillcrest. He said that school zones are intended to enhance the safety of the school crossings, so extending the limits of school zones too far from the crossings can cause

drivers to forget they are in a school zone or question the need for the reduced speed. This actually decreases the effectiveness of the school zones.

Councilmember Farley asked if HPISD and the PTA wants these school zones. Jacob said yes, that HPISD commissioned the study and supports the findings, and the PTA was included in the study process.

City Secretary Christine Green said that she received emails from the following residents expressing opposition to the proposed school zone on Southwestern:

1. Trey Smith, 3111 Southwestern
2. Kamm & John Howie, 3100 block of Southwestern
3. Scott & Angela Helbing, 3117 Southwestern
4. Alan Raynor, 3237 Southwestern
5. Brooks Yates
6. Robert Sweeney, 3231 Southwestern

Brooks Yates of 3131 Southwestern said he is opposed to adding a school zone on Southwestern and asked why school zones were not needed on Greenbrier and the other two streets to the north. He also asked why a zone is necessary at Airline and Southwestern as there is already a four-way stop with a blinking red light.

Councilmember Biddle made a motion to approve the ordinance. Mayor Pro Tem Prichard proposed an amendment to the motion that if the school district abandons the crossing at Lovers Lane and Boedeker and the two locations on Southwestern, that the signs be taken down within 30 days and that the blinking red light at Southwestern and Airline be removed.

Councilmember Biddle said he agreed with the amendment except that he wants to leave the blinking red light in place because this issue/concern was settled several years ago with the adjacent neighbors.

Mayor Pro Tem Prichard said he would propose then to remove the four stop signs and leave the red light in place.

City Manager Corder said this ordinance is about establishing school zones, but that the Council may take up the red light / four-way stop at Southwestern and Airline at a future meeting if they desire.

Mayor Pro Tem Prichard withdrew the portion of his amendment about the red light/four-way stop. His amendment then was to approve the ordinance with the contingency that if the school district abandons the crossing at Lovers Lane and Boedeker and the two locations on Southwestern, that the signs be taken down within 30 days.

**A motion was made by Councilmember Randy Biddle, seconded by Councilmember Liz Farley, to adopt this ordinance with the contingency that if the school district abandons the crossings at Lovers Lane and Boedeker and the two locations on Southwestern, that the school zone signs be taken down**

within 30 days. The motion carried by the following vote:

**Aye:** 4 - Councilmember Biddle, Mayor Pro Tem Prichard, Councilmember Farley,  
and Mayor Stewart

Enactment No: ORD No. 20-013

## **V. PUBLIC COMMENTS**

None

## **VI. ADJOURNMENT**

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

Considered and approved this the 15th day of September, 2020:

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Tommy Stewart, Mayor

ATTEST:

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Christine Green, City Secretary