



City of University Park

City Hall
3800 University Blvd.
University Park, TX 75205

Meeting Minutes City Council

Tuesday, October 5, 2021

5:00 PM

Council Chamber

EXECUTIVE SESSION

The Executive Session was canceled.

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

Present: 5 - Mayor Pro Tem Randy Biddle, Councilmember Gage Prichard, Councilmember Liz Farley, Mayor Tommy Stewart and Councilmember Mark Aldredge

- A. INVOCATION: Councilmember Mark Aldredge
- B. PLEDGE OF ALLEGIANCE: Councilmember Mark Aldredge
- C. INTRODUCTION OF COUNCIL: Mayor Tommy Stewart
- D. INTRODUCTION OF STAFF: City Manager Robbie Corder

Staff in attendance included City Attorney Rob Dillard, City Secretary Christine Green, Director of Information Services Dale Harwell, Special Projects Coordinator Amanda Hartwick, Director of Communications & Marketing Steve Mace, Fire Chief Randy Howell, Director of Community Development Patrick Baugh, Director of Finance Tom Tvardzik, and Chief of Police Bill Mathes.

II. CONSENT AGENDA

[21-171](#)

Consider approval of the Holiday Hayride - HPISD preschool associations' fundraiser event

City Manager Corder said this is a request for approval of the annual Holiday Hayride event benefiting the Pre-School Associations at the five elementary schools in the Highland Park Independent School District. This year's event will take place December 2, 6, 7, 8, and 9 and will use five flatbed trailers to carry students and their families on an approved route through the neighborhood to view holiday lights. The City Manager said that the organizers are required to provide two adult chaperones on each trailer throughout the hayride, and a UP Police Department lead vehicle and follow-up vehicle.

This request was approved.

[21-173](#)

Consider a resolution adopting Fee Schedule changes for FY2022

City Manager Corder said that this increase to stormwater fees was inadvertently left out of the amendment to the Master Fee Schedule exhibit package approved by the Council on September 21. These increases to stormwater fees are considered an integral part of the fiscal 2022 budget and are necessary to support anticipated debt service costs.

This resolution was approved.

Enactment No: RES No. 21-016

[21-174](#)

Consider Approval of Payment to Tyler Technologies for New World ERP Standard Software Maintenance for FY22

City Manager Corder said that this is an annual software maintenance payment to Tyler Technologies for the City's Enterprise Resource Planning (ERP) software. The City has used this software since 1995 for financial management, utility management, and human resources. This maintenance agreement for FY22 is \$72,456.40.

This payment was approved.

[21-176](#)

Consider acknowledgement of year-end transfer to Firefighters Relief and Retirement Fund.

City Manager Corder said that this is an acknowledgement of a year-end transfer to the Firefighters Relief and Retirement Fund (FRRF). This is the fund that manages the retirement system for some of the City's firefighters. He reminded the Council that in 2017, the City and the FRRF agreed to close the plan to new members in 2017, and the City agreed to guarantee the benefits of the plan at a certain actuarial level. In the FY21 budget, we estimated that the lump sum payment required to meet the final year-end number of \$1.36 million is \$426,932.20. This amount will be transferred into the FRRF. He said that future transfers will decrease as the City incorporates a higher percentage of city-funded payroll contributions into the plan.

This transfer was acknowledged.

[21-170](#)

Consider approval of the minutes of the September 21, 2021 City Council meeting, with or without correction

The minutes were approved.

Approval of the Consent Agenda

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

Aye: 5 - Mayor Pro Tem Biddle, Councilmember Prichard, Councilmember Farley, Mayor Stewart, and Councilmember Aldredge

III. MAIN AGENDA

[21-167](#)

Consider an ordinance to authorize a Special Sign identifying the Educational Garden at Hyer Elementary School, 3920 Caruth Boulevard

Director of Community Development Pat Baugh said that the Hyer Elementary School PTA has requested permission to install a sign for the Hyer Garden. The City's sign ordinance requires special signs for specific properties. He said that this request was reviewed by the Zoning Design and Development Advisory Committee (ZADAC), and they recommended approval with the conditions that 1) the Highland Park Independent School District Superintendent, Dr. Tom Trigg, support the application for the Special Sign; and 2) the Special Sign lettering be equal size in both font and stroke for both the Hyer Garden and sponsor name (may differ from year to year).

A motion was made by Mayor Pro Tem Randy Biddle, seconded by Councilmember Liz Farley, to adopt this ordinance authorizing the special sign. The motion carried by the following vote:

Aye: 5 - Mayor Pro Tem Biddle, Councilmember Prichard, Councilmember Farley, Mayor Stewart, and Councilmember Aldredge

[21-169](#)

Consider approval of an ordinance providing for the issuance of City of University Park, Texas, Combination Tax and Revenue Certificates of Obligation, Series 2021, in an aggregate principal amount not to exceed \$15,000,000; and ordaining other matters relating to the subject.

City Manager Corder said that this is an ordinance providing for the issuance of certificates of obligation for various improvements to the City's stormwater system. He reminded the Council that for about the last five years, the City has been studying this process with the Finance Advisory Committee, the Long Term Financial Planning Committee, and the Capital Projects Committee. This is the recommendation of the sale of these bonds with the proceeds of this sale coming to the City in November. He introduced Boyd London of Hilltop Securities and Clark Kendall of McCall Parker Hurst.

Mr. London said they received five bids this morning and FHN Financial Markets was the best bid. He said that interest rates are at 70 year lows. This is a 20 year bond. He said that based on the slope, rates are still going down, but he said these are very competitive good rates. University Park received two AAA ratings. They are comfortable recommending these bonds to the Council. He said that these bonds are very attractive to investors.

The City is selling \$14.1 million worth of bonds and funding \$15 million directly to the construction fund.

A motion was made by Councilmember Gage Prichard, seconded by Councilmember Mark Aldredge, to adopt this ordinance providing for the issuance of certificates of obligation. The motion carried by the following vote:

Aye: 5 - Mayor Pro Tem Biddle, Councilmember Prichard, Councilmember Farley, Mayor Stewart, and Councilmember Aldredge

Enactment No: ORD No. 21-032

[21-172](#)

Consider approval of traffic signal preemption (Opticom) systems upgrade

Chief Randy Howell gave a presentation and said that this is a request to upgrade the current Opticom system. This system is used primarily to provide emergency vehicles safe passage through intersections without delaying response.

He said there were over 7,300 Code 3 responses (lights and sirens) over the period 2017-19 . The current system was installed in the mid-1990s. It uses infrared or line-of-sight technology. The current controllers have become unreliable over time, so it's time to replace them. This will be an upgrade to a GPS system that uses satellite technology to preempt the traffic signal from a greater distance than the current line-of-sight process. The transmitter gives vehicle speed, direction and turn signal status to the GPS receiver, and provides a report on the status of the vehicle approaching the intersection.

This system is available from Consolidated Traffic Controls, Inc. in the amount of \$309,000 via an HGAC contract. This fulfills statutory bidding requirements. Chief said that the Public Safety Committee reviewed this purchase and recommended approval.

Mayor Pro-Tem Biddle noted that the current system is about 20 years old, and he asked Chief Howell if he thinks this new system will last about the same period of time. Chief Howell said yes.

A motion was made by Mayor Pro Tem Randy Biddle, seconded by Councilmember Mark Aldredge, to approve this purchase. The motion carried by the following vote:

Aye: 5 - Mayor Pro Tem Biddle, Councilmember Prichard, Councilmember Farley, Mayor Stewart, and Councilmember Aldredge

IV. PUBLIC COMMENTS

None

V. ADJOURNMENT

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

Considered and approved this the 19th day of October, 2021:

Tommy Stewart, Mayor

ATTEST:

Christine Green, City Secretary