

**MINUTES**  
**CITY COUNCIL OF THE CITY OF UNIVERSAL CITY, TEXAS**  
Regular Meeting, Tuesday, July 6, 2021

1. CALL TO ORDER: Mayor John Williams at 6:31 P.M.
2. QUORUM CHECK: Kristin Mueller, City Clerk

**Present:**

Mayor John Williams  
Mayor Pro Tem Richard Neville  
Councilmember Bear Goolsby  
Councilmember Tom Maxwell  
Councilmember Paul Najarian  
Councilmember William Shelby  
Councilmember Beverly Volle

**Present:**

Kim Turner, City Manager  
Randy Luensmann, Public Works Director  
Kristin Mueller, City Clerk/Economic Dev Director

Mayor Williams noted a quorum was present.

3. INVOCATION: Councilmember Maxwell gave the invocation and introduced Staff Sgt. Hannah Walker who sang the National Anthem.
4. PLEDGE OF ALLEGIANCE TO THE U.S. AND TEXAS FLAG: Led by Mayor Williams.
5. VOTE TO CONSIDER THE EXCUSE OF ABSENT MAYOR/COUNCILMEMBERS:

No action was necessary; all members were present.

6. AWARDS/PROCLAMATION/INTRODUCTION OF GUESTS:
  - John Anderson and Kurt Robinson, with JBSA-Randolph and on behalf of Brig. Gen. Caroline M. Miller, commended City Manager Kim Turner for her efforts in spearheading the housing demolition project for the Joint Base San Antonio and the 12<sup>th</sup> Flying Training Wing. Mr. Robinson said that Mrs. Turner is one of JBSA's biggest allies.

Mayor Williams mentioned that the demolition project was the first project of the Intergovernmental Support Agreement between AACOG and JBSA. He also commended Mrs. Turner on doing a phenomenal job managing the project.

Mrs. Turner thanked City Council who appropriated the funding to complete the project.

7. MINUTES OF THE PREVIOUS CITY COUNCIL MEETING:

Councilmember Najarian moved to approve the minutes of the Tuesday, July 5, 2021 City Council regular meeting. Mayor Pro Tem Neville seconded the motion.

**Vote: Yeas: Najarian, Neville, Goolsby, Maxwell, Shelby, Volle**  
**Nays: None**

**Motion to approve carried.**

8. CITIZENS TO BE HEARD:

- Marshall Matney, owner of MAM's Cigar Shop at 107 E Wright, invited councilmembers and first responders to be judges in his first annual BBQ Cook-Off. The event will take place on July 24, 2021 from 2-7pm.
- Michael Parra, 202 Winn Ave, commented that the recent change in trash pick-up was an issue in his neighborhood. It was difficult for his elderly neighbors to pull trashcans to the front of their homes. He said that if the City had maintained the alleys appropriately, then residents would not have to relocate their trash pick-up. Additionally, he said that the City did not do a good job of notifying residents of the change. There were several people who missed trash pick-up because they were not properly notified. He asked City Council to consider alley maintenance in the budget.
- Kim Igleheart, 736 Garden Meadow, voiced that the City should not be forcing residents to build carports if they convert their garages. She said it isn't cars being displaced, it is junk. Why not have residents build a shed instead? She also asked City Council if they had seen a law saying that garages were required. And if they had, if they had seen the law saying that the City can make an exception to that law.

9. NEW BUSINESS:

**A. Consider bid acceptance for the Universal City Municipal Building Expansion.**

City Clerk Kristin Mueller explained that Universal City receives a franchise fee from cable companies that service the City. 1% of that 6% franchise fee is restricted to a Public Education Government (PEG) Fund. PEG Fund monies can only be used to finance day-to-day operations of a PEG channel. Some examples of those expenses are video producing/streaming equipment, computer technology, TV monitoring technology, vehicles for broadcasting or transport, renovation and construction of facilities, and office furniture. Currently, the funds collect approximately \$30,000 annually and the fund balance is nearly \$420,000.

She explained that Staff had been working with Spectrum to secure a government access channel for Universal City for two years. By closing in the patio area between the Police Department and City Hall, the expansion would provide 630 S.F. of office and studio space to produce, broadcast, and monitor the government access channel and would be fully financed with PEG funds.

After completion of the public bid process, Trihydro Corporation evaluated the 3 bids received and recommended award to the lowest qualified bidder, Suncity, in the amount of \$180,000

Mayor Williams reiterated that the PEG funds can only be spent on producing and managing the access channel. The money can not be spent on anything else. He mentioned that the City of San Antonio has a public access channel and a government access channel.

Councilmember Najarian questioned the difference in the bids submitted as the highest bid was \$549,997 and the lowest bid was \$180,000. Ms. Mueller answered that Trihydro Engineers vetted the bids, called references, and spoke with the contractor directly to confirm that they were comfortable with the number they provided. There was no reason found to not accept the lowest bidder. Reed Merriweather, Engineer with Trihydro, confirmed that the contractor was vetted and that the contractor was not sure why the other bids came in so high.

Councilmember Goolsby commented that the project cost is \$285 per square foot, and he is comfortable moving forward at that cost. He mentioned that often contractors will bid higher than normal on government jobs thinking that governments have deep pockets.

Councilmember Shelby asked about the sound proofing of the studio room. Ms. Mueller answered that sound abatement was considered in the design of the building.

Mayor Pro Tem Neville said that accepting the lowest bid would allow more money to be spent on equipment.

Councilmember Maxwell asked again for clarification that PEG Fund money is restricted to being used only on access channel expenses and Ms. Mueller confirmed that was correct.

Councilmember Najarian asked if all the bidders were provided the same specifications to submit their bid from and Ms. Mueller confirmed that they were.

Mayor Pro Tem Neville moved to award the bid of the Universal City Municipal Building Expansion to SunCity Enterprises LLC, in the amount of \$180,000. Councilmember Najarian seconded the motion.

**Vote: Yeas: Neville, Najarian, Goolsby, Maxwell, Shelby, Volle  
Nays: None**

**Motion to approve carried.**

#### 10. OLD BUSINESS:

- A. Consider Ordinance 559-J-2021: An Ordinance amending a certain section of Ordinance 559, Chapter 4-5 – Zoning related to off-street parking, loading and driveway requirements regarding garage conversations and carports, providing severability, and setting an effective date. (2nd Reading).

City Manager Kim Turner stated that no changes were made from the first reading but did reiterate that the proposed ordinance reduces the requirement for residents. The City's zoning ordinance currently requires all single-family homes to have two enclosed parking spaces. Any deviation from that would require a variance from the City's Board of Adjustment. Currently, if a resident enclosed their garage, they would have to construct a new two-car garage. This ordinance will allow for residents to build a carport instead of a garage if they enclose their current garage. Additionally, it would allow residents to build a carport even if they do not enclose their garage and eliminate the variance requirement. Also, Ms. Turner clarified that while City Staff showed examples of carport kits that are readily available to residents, this ordinance does not prohibit a resident from building a custom carport.

Councilmember Najarian commented that he read on social media that the cost to add a carport was \$10,000 and he thought that was not correct. Mrs. Turner replied that the cost ranges from \$3,5000 and up, depending on if you want to cover one or two cars.

Councilmember Shelby asked if it was an option to build a carport first, then come back at a later date to enclose the garage. Mrs. Turner said with the proposed ordinance that would be a possibility. He also confirmed that the proposed ordinance will not affect those who have already enclosed their garage or built a carport.

Councilmember Goolsby said that he appreciates that the City took a step in this direction, but he would like the City to completely remove the requirement to build a carport or a garage if the original garage is enclosed.

Mrs. Turner said that this ordinance does not prohibit residents from going to the Board of Adjustments and requesting a variance.

Councilmember Volle requested that the word “morals” be corrected to read “morale” in the ordinance.

Councilmember Shelby moved to approve Ordinance 559-J-2021. Councilmember Najarian seconded the motion.

**Vote: Yeas: Shelby, Najarian, Neville, Maxwell, Volle  
Nays: Goolsby**

**Motion to approve carried.**

- C. Ordinance 559-K-2021: An Ordinance amending certain sections of Ordinance 559, Chapter 4-5 – Zoning related to Architectural Design Standards, providing severability, and setting an effective date. (2nd Reading).**

Mrs. Turner stated that no changes were made to the ordinance since the first reading.

Councilmember Goolsby moved to approve Ordinance 559-K-2021. Councilmember Shelby seconded the motion.

**Vote: Yeas: Goolsby, Shelby, Neville, Maxwell, Najarian, Volle  
Nays: None**

**Motion to approve carried.**

- D. Consider Ordinance 308-B-2021: An Ordinance amending Ordinance 308 and Chapter 3-4 – Traffic of the Code of Ordinances; removing official yield intersections and establishing official full stop sign locations at certain street intersections in the City of Universal City, Texas; revising certain sections and paragraphs accordingly, providing severability, and setting an effective date. (2nd Reading).**

Mrs. Turner confirmed that no changes were made to the ordinance since the first reading.

Councilmember Shelby moved to approve Ordinance 308-B-2021. Councilmember Maxwell seconded the motion.

**Vote: Yeas: Shelby, Maxwell, Neville, Goolsby, Najarian, Volle  
Nays: None**

**Motion to approve carried.**

- E. Consider Resolution 914: A Resolution of the City Council of the City of Universal City approving a project of the Universal City Economic Development Corporation as authorized by Section 505.158 of the Texas Local Government Code, authorizing certain financial**

**assistance to be used for targeted infrastructure located within the City of Universal City, Texas; and providing for an effective date. (2nd Reading).**

Councilmember Maxwell moved to approve Resolution 914. Councilmember Shelby seconded the motion.

Mayor Pro Tem Neville reminded that this project is funded by the EDC and sales tax revenue.

**Vote: Yeas: Maxwell, Shelby, Neville, Goolsby, Najarian, Volle  
Nays: None**

**Motion to approve carried.**

10. CITY MANAGER COMMENTS:

Mrs. Turner reminded councilmembers that the budget workshop will take place tomorrow, Wednesday, July 7<sup>th</sup>. She also mentioned that Staff is working to complete state and federal forms for the City to receive its ARPA funding. Lastly, she announced that the billboard easement in front of the new hotel that the City applied for over three years ago was finally approved.

12. COUNCILMEMBER COMMENTS:

Councilmember Maxwell made no comments.

Councilmember Shelby made no comments.

Councilmember Najarian made no comments.

Mayor Pro Tem Neville said that he looked at what it would cost to put up a one car carport from Home Depot and it was going to cost him \$6,000. He also said that he is concerned with traffic at Kitty Hawk near the new carwash and coffee shop. He will be happy when FM1976 reopens.

Councilmember Goolsby thanked Mrs. Turner for her work with JBSA and AACOG on the demolition project. He also said he was excited about the new architectural design requirements and thanked staff for their hardwork.

Councilmember Volle also congratulated Mrs. Turner for completing the demolition project.

13. MAYORAL COMMENTS:

Mayor Williams:

1. Said that the uniform for the budget workshop is casual attire;
2. Gave condolences for the loss of Col. Reimer. He participated in a lot of City activities and he served his country well;
3. Informed that the traffic signal at Rose Garden and Pat Booker Rd is flashing and TxDot is aware of the issue;
4. Mentioned that the Northeast Partnership has new leadership;
5. Announced that the USAF Air Show will be at JBSA-Randolph on April 23-24, 2022;
6. Shared a comment from Debra McCarty who gave Municipal Court Clerk Shelby Haver a five-star rating for her wonderful customer service; and

7. Stated that there is a company going around offering to paint home address numbers on the front of houses. That company is not affiliated with the City of Universal City and it is up to the residents if they choose to hire the company for that service.
14. ADJOURNMENT: Mayor Williams adjourned the meeting at 7:38 P.M.

ATTEST:

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John Williams, Mayor

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Kristin Mueller, City Clerk