

MINUTES
CITY COUNCIL OF THE CITY OF UNIVERSAL CITY, TEXAS
Regular Meeting, Tuesday, May 5, 2020

In accordance with order of the Office of the Governor issued March 16, 2020, the City Council of the City of Universal Council conducted a telephonic and videoconference meeting on Tuesday, May 5, 2020 at 6:30 P.M. in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19).

The public was invited to participate in this meeting by dialing US Toll-free to 877-853-5247 (Meeting ID: 860 9363 7446 Password: UCTX) or by joining the Zoom meeting at <https://us02web.zoom.us/j/86093637446?pwd=U0grcUZsc2tpZ0E4UEhCWkplb04zQT09>.

The public was permitted to offer public comments telephonically or via videostream as provided by the agenda and as permitted by the presiding officer during the meeting. Written questions or comments were able to be submitted up two hours before the meeting to Kristin Mueller, City Clerk at kmueller@uctx.gov.

A recording of the telephonic and video meeting was made and is available to the public in accordance with the Texas Public Information Act upon written request.

1. CALL TO ORDER: Mayor John Williams at 6:30 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
Matthew Longoria, City Attorney
Pat Collins, Finance Director
Kristin Mueller, City Clerk

Mayor Williams noted a quorum was present.

3. INVOCATION: Mayor Pro Tem Neville gave the invocation.
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:

- Mayor Williams proclaimed May 2020 Building Safety Month in Universal City.
7. MINUTES OF PREVIOUS CITY COUNCIL MEETINGS:

Mayor Pro Tem Neville moved to approve the minutes of the Tuesday, April 7, 2020 City Council Regular Meeting. Councilmember Goolsby seconded the motion.

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

Motion to approve carried.

8. CITIZENS TO BE HEARD: None.

9. NEW BUSINESS:

A. Consider Resolution 895-B-2020: A Resolution to amend the Personnel Policies and Procedures Manual for the City of Universal City to establish an Emergency Event Remote Work Policy; establish legislative findings; and set an effective date.

City Manager Kim Turner stated that the effects of the COVID-19 pandemic exposed the need for the City to adopt an Emergency Event Remote Work Policy so that the City is has procedures to allow its staff to work at home in the case of another emergency event.

Mayor Pro Tem Neville moved to approve Resolution 895-B-2020 provided that the grammatical corrections sent to the City Clerk were made to the Emergency Event Remote Work Policy. Councilmember Goolsby seconded the motion.

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

Motion to approve carried.

B. Consider Ordinance 249: A Penalty Ordinance amending Ordinance 249, modifying and establishing official “No Parking” Zones at certain street locations in the City of Universal City, Texas. (First Reading).

Mrs. Turner explained that this Ordinance would prohibit parking on W. Byrd alongside the new 7-Eleven. Because the street is narrow and traffic is likely to increase, it would serve traffic patterns better if there was no parking allowed in that specific section of the street.

Councilmember Najarian moved to approve Ordinance 249-H-2020. Councilmember Shelby seconded the motion.

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

Motion to approve carried.

C. Consider Resolution R-900-2020: A Resolution approving a project authorized by Section 05.158 of the Texas Local Government Code, authorizing certain financial assistance up to \$250,000 as a small business grant program to be used for businesses located within the City of Universal City, and which was approved by the Board of Directors of the Universal City Economic Development Corporation on April 28, 2020; and providing an effective date. (First Reading).

Economic Development Director Kristin Mueller explained that in response to COVID-19 (Coronavirus), the UCEDC approved Resolution 2020-2 authorizing a Small Business Stimulus

Program to assist businesses negatively affected by the COVID-19 pandemic. The UCEDC Small Business Stimulus Program would be a local economic development program authorized under Chapter 505.158 of the Texas Local Government Code to help reduce the resulting economic strain on local businesses. The stimulus program is designed to assist small Universal City businesses that are independently owned and operated with a maximum of 25 employees. Eligible industries may include retail (storefront), food and beverage; personal care (barber shop, nail salons, spas, etc.), automobile maintenance, education training, health/wellness, and small manufacturing businesses, personal services, etc. National chains, Regional chains, shopping center or strip mall owners, storage facilities, home-based businesses, permanently closed businesses, and non-profit organizations are not eligible for the grant. The eligible expenses allowed under the grant program include rent, mortgage, and utility payments from April-July 2020. No business would be awarded more than \$10,000, up to a grand total of \$250,000. Ms. Mueller said that if City Council approved the resolution at this meeting, there would be a second reading at the May 19th City Council Meeting. If approved, the UCEDC would consider the first round of applications at their May 21, 2020 meeting.

Councilmember Maxwell moved to approve Resolution R-900-2020. Councilmember Shelby seconded the motion.

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

Motion to approve carried.

D. Consider the Financial Report for FY2020 Second Quarter (Jan 1 – Mar 31, 2020).

Finance Director Pat Collins presented the Financial Report for FY2020 Second Quarter (Jan 1 – Mar 31, 2020) and answered questions accordingly.

Councilmember Shelby moved to approve the Financial report for FY2020 Second Quarter. Councilmember Volle seconded the motion.

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

Motion to approve carried.

10. OLD BUSINESS: None.

CITY MANAGER COMMENTS:

Mrs. Turner:

1. Announced that City Council will be getting a new invocation schedule e-mailed to them;
2. Shared that Universal City is reporting slower to the Census this year. The current self-reporting percentage is 57%. This time 10 years ago it was at 71%. She encouraged everyone to complete their Census;
3. Declared that the Universal City Public Library will start offering curbside service on May 15th and will reopen for computer use and book rentals on June 1st. There are no programs planned at this time;
4. Explained that she has asked department heads to start considering the FY2021 budget and to modify revenues for FY2020 as both are affected by COVID-19. She shared that appraisals in Bexar County were up 8% on average since last year;
5. Proclaimed that the new hotel plans were approved, but construction has been delayed;

6. Stated that City Council will be considering at a future meeting how to fund an emergency services bridge to the Orchard Park Subdivision;
7. Informed that the City is prepared to make payment plans to assist residents with past-due water accounts. After running a report, the Water Department determined that there was approximately \$15,000 in past-due residential water accounts;
8. Shared that the State Comptroller had released that HOT, Alcohol, and Sales Tax have all decreased due to COVID-19. They will be issuing reports in 7-15 days for each city to reference;
9. Mentioned that National Police Week was next week and Mother's Day was Sunday. She encouraged everyone to order their Mother's Day meal from Olympia Hills.

11. COUNCILMEMBER COMMENTS:

Mayor Pro Tem Neville inquired about when the local parks would reopen and also said that Citizens Police Academy Alumni will be handing out blue ribbons in honor of Police Appreciation week on Friday.

Councilmember Najarian stated that he believes that the City is well prepared to recover financially from the effects of COVID-19.

Councilmember Maxwell thanked City staff for all their hardwork.

Councilmember Volle congratulated the UCEDC for their program to help small businesses.

Councilmember Goolsby said good job to the UCEDC for developing the Small Business Stimulus Program.

Councilmember Shelby echoed Councilmember Goolsby's comment about the SBSP.

12. MAYORAL COMMENTS:

Mayor Williams:

1. Informed that it was National Drinking Water Week and reminded everyone that Universal City has the best tasting water in Texas;
2. Reminded City Council that the 3 councilmembers that were reelected will be sworn in at the next City Council meeting;
3. Thanked Mrs. Turner for all her work with AACOG and JBSA-Randolph to get the vacant houses on E. Lindberg demolished;
4. Stated that the COVID19 case count in Universal City is still very low and commended everyone for being diligent;
5. Thanked Ms. Turner for keeping the City operating during the pandemic;
6. Announced that Olympia Hills is allowing golf-cart play again; and
7. Wished everyone a Happy Mother's Day.

13. ADJOURNMENT: Mayor Williams adjourned the meeting at 7:25 p.m.

ATTEST:

John Williams, Mayor

Kristin Mueller, City Clerk