

MINUTES
CITY COUNCIL OF THE CITY OF UNIVERSAL CITY, TEXAS
Regular Meeting, Tuesday, August 18, 2020

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
Michael Cassata, Dev Services Director
Pat Collins, Finance Director
Kristin Mueller, City Clerk/Economic Dev Director

Mayor Williams noted a quorum was present.

3. INVOCATION: Mayor Williams gave the invocation.
4. PLEDGE OF ALLEGIANCE TO THE U.S. AND TEXAS FLAG: Led by Mayor Williams.
5. AWARDS/PROCLAMATION/INTRODUCTION OF GUESTS: None.
6. CONSENT AGENDA:

Mayor Pro Tem Neville moved to approve the following consent agenda items:

- a) Consider City Council Minutes for the Tuesday, August 4, 2020 Regular Meeting and the Monday, August 10, 2020 Special Meeting.
- b) Discuss & Consider Ordinance 149-M-31-8-2020: An Ordinance of the City of Universal City, Texas, amending Ordinance 149 Fee Schedules; amending Ordinance 149-M-31-8-2019 and repealing all ordinances or parts of ordinances in conflict; and amending the Universal City Code of Ordinances. (2nd Reading).
- c) Discuss & Consider Ordinance 149-M-32-8-2020: An Ordinance of the City of Universal City, Texas, amending Ordinance 149 Fee Schedules; amending Ordinance 149-M-32-08-2019; repealing all ordinances or parts of ordinances in conflict; and amending the Universal City Code of Ordinances Accordingly. (2nd Reading).
- d) Consider appointments to the Golf Course and Conference Center Commission.
- e) Consider reappointments to the Universal City Economic Development Corporation.
- f) Consider Resolution 620-9: A Resolution of the City of Universal City, Texas, outlining its policy for the Investment of Public Funds.

Councilmember Maxwell seconded the motion.

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

Motion to approve carried.

7. CITIZENS TO BE HEARD: None.

8. NEW BUSINESS:

- A. PUBLIC HEARING: P.C. 530 (SU 001) – A request for a Specific Use Permit at 2101 Pat Booker Road, Suite 108, 112 & 116 [CB 5047F (UNIVERSAL MEDICAL PLAZA), BLOCK 1, LOT 1] to allow an insurance agency and financial services company in a C3-Commercial Services District, per Ordinance 581.**

Development Services Director Michael Cassata explained that the request for a Specific Use Permit was to allow First Command, an insurance agency and financial services company, to occupy Suites 108, 112, and 116 at 2101 Pat Booker Road. Currently, the property is zoned C3-Commercial Services. He reminded City Council that they recently changed the zoning code to replace Conditional Use Permits with Special Use Permits, meaning that this request is tied to the tenant, not the property, and is not transferrable to a new tenant. He reported that 19 notices were mailed to property owners within 200 feet of the subject property. Staff received zero responses from the surrounding property owners. At the regular Planning and Zoning Commission meeting held on August 3, 2020, the Commission approved this Specific Use Permit by an 8-0 vote.

Mayor Williams opened the Public Hearing at 6:37 p.m.

Carlos Garza, owner of First Command Insurance and Financial Services, gave the history of his business and explained why they were interested in making Universal City their future home.

Mayor Williams closed the Public Hearing at 6:44 p.m.

- B. Consider Ordinance 581-T-2020 P.C. 530 (SU 001): A Request for a Specific Use Permit at 2101 Pat Booker Road, Suites 108, 112 & 116 [CB 5047F (UNIVERSAL MEDICAL PLAZA), BLOCK 1, LOT 1] to allow an insurance agency and financial services company in a C3-Commercial Services District, per Ordinance 581. (1st Reading).**

Councilmember Maxwell moved to approve Ordinance 581-T-2020, P.C. 530 (SU 001).
Councilmember Shelby seconded the motion.

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

Nays: None

Motion to approve carried.

- C. PUBLIC HEARING: P.C. 531 & ZC2 14** – A request for text amendments to the following portions of the Code of Ordinances related to Maximum Lot Cover and Accessory Structures:
- A. **Ordinance 581-U-2020:** Chapter 4-5 – Zoning, Section 4-5-62: to modify the maximum lot cover requirements in residential districts
 - B. **Ordinance 581-V-2020:** Chapter 4-5 – Zoning, Section 4-5-63: to modify the accessory structure standards

Mr. Cassata explained the Development Services Department received several requests by residents to have multiple accessory structures on their properties. Staff is proposing to adjust

certain provisions of the Zoning Code to accommodate those requests without requiring a variance.

One of those changes is to increase the maximum lot coverage percentages for individual residential lots, which vary depending on the residential district.

Zoning District	Current Max Lot Cover %	Proposed Max Lot Cover %
R1	25	65
R2	40	65
R3	50	65
R4	60	70
R-OT	55	70
R5	65	65
MH1 & MH2	40	65

He noted that the City of Universal City has an excellent stormwater management system and can handle the proposed increased maximum lot cover percentages.

In addition to increasing the maximum lot coverage percentages, he proposed changing the provisions in the Accessory Structures Standards section of the code. The current Zoning Code limits single-family residential properties to one accessory structure, regardless of the size of the lot and regardless of the neighborhood's ability to handle stormwater runoff. The new ordinance would allow for multiple accessory structures on a residential lot as long as the maximum lot cover percentage is not exceeded. It would allow for only one shed, with a maximum shed size of 250 square feet and it would allow for the accessory structures to be within ten feet of the principal structure as long as they meet the separation requirements identified in the International Building Code, International Residential Code, and International Fire Code.

At the Regular Planning and Zoning Commission meeting held on August 3, 2020, the Commission recommended the change of these provisions by a vote of 7-1.

Mayor Williams opened the public hearing at 7:06 p.m.

There being no public comments, Mayor Williams closed the public hearing at 7:07 p.m.

D. Discuss & Consider P.C. 531 & ZC214: A request for text amendments to the following portions of the Code of Ordinances of the City of Universal City, Texas:

- A. **Ordinance 581-U-2020:** Chapter 4-5 – Zoning, Section 4-5-62: to modify the maximum lot cover requirements in residential districts (1st Reading).
- B. **Ordinance 581-V-2020:** Chapter 4-5 – Zoning, Section 4-5-63: to modify the accessory structure standards (1st Reading).

Councilmember Shelby moved to approve Ordinance 581-U-2020 and Ordinance 581-V-2020. Councilmember Goolsby seconded the motion.

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

Nays: None

Motion to approve carried.

- E. Consider Ordinance 111-H-2020: An Ordinance amending the City of Universal City Code of Ordinances Chapter 3-3, Business and Industry Regulations, Licenses, and Permits, Article V. – Regulating Solicitors, Itinerant Vendors, Etc.; providing for new regulations regarding solicitors, canvassers, and itinerant vendors; providing penalties for violations; and providing for an effective date. (1st Reading).**

City Manager Kim Turner stated that cities across Texas have been inundated with threats of lawsuits as it relates to the daily time spans that solicitors can go door-to-door. Most cities, including Universal City prohibit door-to-door sales after 6:00 p.m. Ordinance 111-H-2020 provides for persons to engage in door-to-door sales from 9:00 a.m. to thirty minutes following sunset local Universal City time. As always, solicitors must comply with any posted “no solicitors” signs at residences and businesses.

Councilmember Najarian moved to approve Ordinance 111-H-2020. Councilmember Goolsby seconded the motion.

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

Motion to approve carried.

- F. Consider Resolution 895-C-2020: A Resolution to amend the Personnel Policies and Procedures Manual for the City of Universal City to establish an Emergency Dependent Care Flexible Work Policy; establish legislative finding; and set an effective date.**

Mrs. Turner explained that this Resolution establishes an Emergency Dependent Care Flexible Work Policy. With COVID-19 disrupting normal school schedules, parents are having to stay home to educate their children. This policy allows for city employees to adjust their work hours to better accommodate the current situation. It is intended to create temporary flexible working conditions that will help employees accomplish their work effectively without disruption to City services especially leading up to, during and/or immediately after emergency events.

Councilmember Goolsby moved to approve Resolution 895-C-2020. Councilmember Maxwell seconded the motion.

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

Motion to approve carried.

- G. Consider the Financial and Investment Report for FY 2020 Third Quarter (04/01 – 06/30/20).**

Finance Director Pat Collins gave the Financial and Investment Report for FY 2020 Third Quarter and answered questions accordingly.

Mayor Pro Tem Neville moved to approve the Financial and Investment Report for FY2020 Third Quarter. Councilmember Maxwell seconded the motion.

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

Motion to approve carried.

9. OLD BUSINESS: None.

10. CITY MANAGER COMMENTS:

Mrs. Turner:

1. Reminded that Universal City will have a proposition on the November 3rd Election ballot. She said it will be on the last page of the ballot. Also, Governor Greg Abbott issued a Proclamation extending the early voting period for the November 3rd Election by nearly a week. Under this proclamation, early voting by personal appearance will begin on Tuesday, October 13, 2020, and continue through Friday, October 30, 2020. The proclamation also expands the period in which marked mail-in ballots may be delivered in person to the early voting clerk's office, allowing such delivery prior to as well as on Election Day;
2. Announced that the Fire Department has invited the community to participate in the Paint a Fire Hydrant Program, helping put a fresh coat of paint on fire hydrants in the City. UCFD will provide the supplies such as paint, paint brushes and wire brushes to help remove old chipping paint, and the residents will provide the elbow grease to get the job done. Residents can search "Paint a Fire Hydrant" on the City's website to register;
3. Exclaimed that Universal City sales tax receipts for the month of June 2020 was up 7 percent over sales tax receipts for the month of June 2019. She encouraged residents to keep up the good work of supporting Universal City businesses and buying local;
4. Proclaimed that Olympia Hills Golf Course exceeded 4,000 rounds of golf per month for May, June, and July. August tee times already look like they will exceed the 4,000 rounds as well. Golf staff is doing an excellent job of providing efficient service even with all the social distancing protocols in place; and
5. Said the Food and Beverage Director at Olympia Hills Golf Course, Katie Rein and her staff have completed the Intimate Wedding Package that accommodates weddings for up to 30 or 40 persons. Advertising of the new package has increased the number of room showings and resulted in five weddings being booked. The package can be used for other celebratory events as well.

11. COUNCILMEMBER COMMENTS:

Councilmember Maxwell made no comments.

Mayor Pro Tem Neville commented that the Aviation District Masterplan Presentation went very well and said that he would like to see the arch over Pat Booker Road happen very soon.

Councilmember Volle commented that Greener Grooming was grateful to receive the free masks from the City and has reported that they are remaining very busy even through COVID-19 restrictions.

Councilmember Najarian said that he believes that Waste Management's level of service has decreased over the last year. He also said that he was grateful for the Gateway article and the work that City Staff had done with the 2021 budget and tax rate.

Councilmember Shelby apologized for not being available to attend the Aviation District Masterplan Presentation and asked to be sent the link to the video of the presentation.

Councilmember Goolsby agreed with Councilmember Najarian that Waste Management's level of service has decreased.

12. MAYORAL COMMENTS:

Mayor Williams requested that every resident complete their Census as the responses are used to calculate federal funding opportunities.

13. ADJOURNMENT: Mayor Williams adjourned the meeting at 8:30 p.m.

ATTEST:

John Williams, Mayor

Kristin Mueller, City Clerk