MINUTES

CITY COUNCIL OF THE CITY OF UNIVERSAL CITY, TEXAS

Regular Meeting, Tuesday, September 2, 2025 @ 6:30 PM

1. **CALL TO ORDER:**
Mayor Tom Maxwell at 6:31 p.m.

2. **QUORUM CHECK AND VOTE TO CONSIDER THE EXCUSE OF ABSENT MEMBERS (IF APPLICABLE):**
Maribel Garcia, City Clerk

Present:
Mayor Tom Maxwell
Mayor Pro Tem Christina Fitzpatrick
Councilmember Bear Goolsby
Councilmember Lori Putt
Councilmember Bernard Rubal
Councilmember William Shelby
Councilmember Phil Vaughan

Staff Present:
Kim Turner, City Manager
Michael Cassata, Development Services & EDC Director
Christine Green, Finance Director
Randy Luensmann, Public Works Director
Maribel Garcia, City Clerk

Ms. Garcia noted a quorum was present.

3. **INVOCATION AND PLEDGE OF ALLEGIANCE:**
Mayor Maxwell gave the invocation and led everyone in pledges of allegiance to the United States and Texas flags.

4. **CITIZENS TO BE HEARD:**
Desi Martinez reported that he was running for House District 118. He shared a conversation between John Lujan and him regarding running for the State House of Representatives. He emphasized the role of an elected official being a servant of the people and doing good for the community.

Heather Shortland, First Vice Commander of the American Legion Post 667. She formally invited all to the 50th anniversary celebration of American Legion Post No. 667 on September 20th from 2-5 p.m.

Kim Igleheart, 736 Garden Meadow, addressed the garbage service RFP. She asked Council to consider home sizes and the variation of service needs as well as the fact that surrounding areas only have once-weekly service. She also asked to consider offering variable trash can sizes. She thanked Mrs. Turner for putting this out for bid and using a professional firm to aid in creating the RFP.

5. **STAFF REPORTS AND OTHER DISCUSSION ITEMS:**

   a. **CITY MANAGER'S REPORT:**
   None.

   b. **STAFF REPORT:**
   None.

6. **PUBLIC HEARINGS:**

   a. **FY 2025-2026 Budget (2nd Hearing)**
   Ms. Green reiterated her presentation given on August 5th and updates given on August 19th.

   Mayor Maxwell opened the public hearing at 6:51 p.m. There being no public comment, he closed the public hearing at 6:51:30 p.m.

   b. **2025 Tax Rate to support the 2025-2026 Budget (2nd Hearing)**
   Ms. Green reiterated her presentation given on August 5th and updates given on August 19th.

   Mayor Maxwell opened the public hearing at 6:55 p.m. There being no public comments, Mayor Maxwell closed the public hearing at 6:55:30 p.m.

c. **Rezoning Request from C2-Retail to C3 Commercial Services District at 8096 Agora Parkway**
Mr. Cassata clarified the location of the building in the Forum Shopping Center. He shared the history of the Forum requesting a zone change for a physical therapy unit in 2019. Council denied the request at the time. Since then, there has been interest in the space by businesses not permitted by zoning requirements. The space had been sparsely occupied and spent the majority of the time unoccupied. He presented a diagram of surrounding zoning districts from the Live Oak and Selma portions of the Forum.

Ashley Farimond, representing the building owners, reviewed the location of the building in the Forum. She shared the difficulties with the location and placement of the building, including the storefront not facing the road. She noted the interest in the space by medical office users which are not permitted by current zoning. C3 zoning would allow medical office uses, allow the building to be zoned similarly to the rest of the shopping center, and would still allow the owners to market for retail businesses. She reported that Hearthstone restaurant occupied the space from around 2005-2019 and a photo studio was there until 2017. The space has been unoccupied otherwise. She reported leasing efforts and highlighted the number of medical offices interested in the space.

Mayor Maxwell opened the public hearing at 7:02 p.m. There being no public comments, Mayor Maxwell closed the public hearing at 7:03 p.m.

7. **ANNOUNCEMENTS:**

a. **CITY MANAGER'S ANNOUNCEMENTS**
Mrs. Turner reported that September 6th would be the City's 65th anniversary. Events associated with this included: 1) Friday, September 5th at 1:30 p.m. - a small celebration in the Council Chambers, and 2) Tuesday, September 23rd - a history of UC presentation by Mike Hoffman. She also shared the following events: September 6th East Aviation Market, September 27th Can the Trash cleanup, October Pumpkin Patch, and October 30th Olympia Hills Happy Hour, Trunk or Treat, and Thursday Scramble.

b. **MAYOR'S ANNOUNCEMENTS**
None.

c. **COUNCILMEMBERS' ANNOUNCEMENTS**
Mayor Pro Tem Fitzpatrick shared that Parks Partners was preparing for the Pumpkin Patch in October. The first open day would be October 3rd.

Councilmember Putt wished everyone a happy 65th anniversary for the City. She felt proud of the City.

Councilmember Rubal shared an article from 1986 boasting of the City's lowest tax rate in the region. He thanked PD for their reports on crime in the City. He said that on the Council Message Board, he showed a comparison of crime in UC to the national average. He found that real estate reporting agencies he had previously mentioned were correct and used the national average.

Councilmember Goolsby shared that, after reading Councilmember Rubal's comments on the Council Message Board, he reviewed satellite images of Universal City in 1986. He noted that the City was not nearly as large or developed as it is today.

8. **CONSENT AGENDA:**

a. **Minutes of the 19 August 2025 Regular Meeting.**

b. **Ordinance 544-C-2025: Purchase Policy**
Following Councilmember Vaughan's request to pull item C of the consent agenda for a separate vote, Councilmember Shelby moved to approve items A and B as presented. Councilmember Goolsby seconded the motion.

Vote: Yeas: Shelby, Goolsby, Fitzpatrick, Putt, Vaughan
Nays: Rubal
Motion to approve carried.

c. **Resolution 966-2025-3: EDC Storefront Improvement Program for Synergy Refrigeration 848 W. Byrd Blvd.**
Councilmember Rubal shared that this is Synergy's second office with one in Georgia. He felt it was important to consider that there is Synergy GP and Synergy Refrigeration. They chose this area because it is central to the country for distribution.

Councilmember Shelby moved to approve Resolution 966-2025-3. Councilmember Goolsby seconded the motion.

Vote: Yeas: Shelby, Goolsby, Fitzpatrick, Putt, Rubal
Nays: Vaughan
Motion to approve carried.

9. **ACTION ITEMS:**

a. **Resolution 909-G-2025 (FY 26 Budget Adoption): A resolution of the City Council of Universal City, Texas adopting the Fiscal Year 2025-2026 Budget; providing authorization to execute the budget; and providing an effective date.**
Mrs. Turner reviewed the process of adopting the budget and tax rate.

Councilmember Vaughan commended Ms. Green on her work on the budget. However, due to the budget increasing the tax rate, he would be voting no.

Mayor Maxwell reiterated Councilmember Vaughan's comments that the budget process has had vast improvement.

Councilmember Shelby moved to approve Resolution 909-G-2025. Councilmember Goolsby seconded the motion.

Vote: Yeas: Shelby, Goolsby, Fitzpatrick, Putt
Nays: Rubal, Vaughan
Motion to approve carried.

b. **Resolution 909-F-2025: A Resolution by the City Council of the City of Universal City, Texas ratifying the property tax increase reflected in the Adopted Budget for Fiscal Year 2025-2026.**
Councilmember Goolsby moved to approve Resolution 909-F-2025. Councilmember Shelby seconded the motion.

Vote: Yeas: Goolsby, Shelby, Fitzpatrick, Putt
Nays: Rubal, Vaughan
Motion to approve carried.

c. **Ordinance 656-F-2025: An ordinance setting the Ad Valorem Tax Rate for 2025 at $0.530000 per $100 of the Appraised Value; and appointing a Tax Assessor/Collector (1st Reading).**
Councilmember Shelby moved to approve the following tax rate: a Maintenance & Operations Rate of $0.442000 per $100 of appraised value and a Debt Service rate of $0.088000 per $100 of appraised value for a total ad valorem tax rate of $0.530000 per $100 of appraised value. Councilmember Putt seconded the motion.

Vote: Yeas: Shelby, Putt, Fitzpatrick, Goolsby
Nays: Rubal, Vaughan
Motion to approve carried.

d. **Contract with Solid Waste Specialists for procurement services for the collection of solid waste services.**
Mrs. Turner explained that with the Waste Management contract expiring in July 2026, looking at the RFP process now would help grant the opportunity for competitors to bid for the contract. The contract for waste services would begin August 1st. She shared that Lynn Lantrip from Solid Waste Specialists

specialized in waste management contracts and RFPs for services. While this service would have an upfront cost, the company that would eventually be awarded the bid for waste services would reimburse the City for these costs.

Mr. Lantrip shared some of the company's experience with procurement. He shared the steps of creating the RFP, including meeting with Staff to identify key issues, developing the RFP, conducting a pre-preposal meeting for prospective bidders, conducting an evaluation and scoring process for the proposals, interviewing selected firms to narrow down recommendations for Council, and finally presenting the recommendation to Council for awarding the contract. He emphasized that the role of Solid Waste Specialists is to assist the City in procuring the best contract possible and avoiding any blindspots or oversights in the finalized waste services contract.

Councilmember Vaughan confirmed that the RFP would go to Council for approval prior to publication. He shared that he was generally in favor of hiring a consultant for the RFP given the size of the contract for waste management services.

Councilmember Rubal received consensus from Mr. Lantrip that one of the most important parts of an RFP is the statement of work.

Mr. Lantrip clarified that the RFP would include a scope of work outline to set clear expectations for respondents. Furthermore, an RFP gives more flexibility to respondents to provide services beyond the scope of work; a bid process has no flexibility. He shared further details regarding the evaluation process for respondents. He emphasized the importance of a smooth transition if the contract is awarded to a company other than the incumbent. Furthermore, the evaluation process would ensure a good balance in rates between residential and commercial.

Councilmember Rubal asked for clarification regarding the 65% weight that Mr. Lantrip mentioned regarding the written part of the RFP process.

Mrs. Turner clarified that Mr. Lantrip referred to the scoring sheet which weighted 65% out of 100% of the score on the written and proposed process which addresses the statement of work and how this would be executed. The remainder of the evaluation would be on pricing and other contract negotiations.

Councilmember Rubal asked if Council would be able to contribute to the creation of the RFP given feedback from residents.

Mrs. Turner clarified that the RFP creation process would be done in two stages, one with Staff input from the Utilities Department, which would contribute the creation of the draft RFP for Council approval. The second stage would include Council approval, where they may give feedback on the presented RFP. Mrs. Turner and Councilmember Rubal discussed the expertise of the Utilities office in knowing residents' concerns regarding trash, given that they receive all complaints and feedback. Councilmember Rubal felt that it would be more streamlined to allow Council to contribute to the RFP creation prior to approval.

Councilmember Putt felt that it should be put to Staff first. She was reminded that Council would give final approval of the RFP prior to publication.

Councilmember Goolsby also felt the Utilities department has dealt with all types of calls regarding concerns with the current waste services provider. Further, he agreed with hiring Solid Waste Specialists as a consultant to create the RFP. He expressed interest in Ms. Igleheart's proposal of different rates and services.

Councilmember Shelby and Mayor Pro Tem Fitzpatrick expressed support for the process that was proposed and reiterated comments regarding the expertise of the Utilities department.

Councilmember Goolsby moved to approve the contract with Solid Waste Specialists for procurement services. Councilmember Shelby seconded the motion.

Vote: Yeas: Goolsby, Shelby, Fitzpatrick, Putt, Vaughan
Nays: Rubal
Motion to approve carried.

e. **Ordinance 149-M-31-09-2025: Amending Fee Schedules to update Water Rates; no rate change.**
Councilmember Vaughan moved to approve Ordinance 149-M-31-09-2025. Councilmember Goolsby seconded the motion.

Vote: Yeas: Vaughan, Goolsby, Fitzpatrick, Putt, Rubal, Shelby
Nays: None
Motion to approve carried.

f. **Ordinance 149-M-32-09-2025: Amending Fee Schedules to update Sewer Rates; no rate change.**
Mayor Pro Tem Fitzpatrick moved to approve Ordinance 149-M-32-09-2025. Councilmember Putt seconded the motion.

Vote: Yeas: Fitzpatrick, Putt, Goolsby, Rubal, Shelby, Vaughan
Nays: None
Motion to approve carried.

h. **Ordinance No. 581-PC-621 (ZC 266)-2025 - Rezoning 8096 Agora Parkway from C2-Retail to C3-Commercial Services District**
Councilmember Goolsby moved to approve Ordinance 581-PC-621 (ZC 266)-2025. Councilmember Putt seconded the motion.

Vote: Yeas: Goolsby, Putt, Fitzpatrick, Rubal, Shelby, Vaughan
Nays: None
Motion to approve carried.

i. **Bid Award of the 2025 Alley Rehabilitation Projects.**
Mr. Luensmann explained the lowest bidder was disqualified due to not meeting requirements regarding the self-performing requirement; they would only be able to complete 21% of the work. The runnerup was VK Knowlton, which was deemed the lowest fully responsive bidder. Staff recommended the approval of their bid in the amount of $236,598.95.

Councilmember Rubal received confirmation that the C5 Aviation portion of the project would be funded through the General Fund and not by the EDC.

Councilmember Shelby moved to award the bid to the lowest responsive bid in the amount of $236,598.95 to VK Knowlton Construction & Utilities Inc. Councilmember Goolsby seconded the motion.

Councilmember Rubal moved to divide. He clarified that he wished to divide the proposal into two segments, one of which being the C5 portion. He felt this portion should not be funded with Ad Valorem funding in the General Fund. He opined it should be funded by the EDC.

Mrs. Turner stated that while she understood the philosophical stance of the EDC funding this portion of the project, this was not in their current budget and the RFP was for both projects.

Mr. Luensmann reminded Council that they had approved this project in the FY 2025 budget. The project went out to bid as it was approved.

Councilmember Rubal's motion failed due to lack of a second.

Councilmember Shelby moved to award the bid to the lowest responsive bid in the amount of $236,598.95 to VK Knowlton Construction & Utilities Inc. Councilmember Goolsby seconded the motion.

Vote: Yeas: Shelby, Goolsby, Shelby, Fitzpatrick, Putt, Vaughan
Nays: Rubal
Motion to approve carried.

g. **Ordinance 570-D-2025: Amending Fee Schedules to update Stormwater Rates; no rate change.** Councilmember Shelby moved to approve Ordinance 570-D-2025. Councilmember Vaughan seconded the motion.

Vote: Yeas: Shelby, Vaughan, Fitzpatrick, Goolsby, Putt, Rubal
Nays: None
Motion to approve carried.

10. **ADJOURNMENT:**
Mayor Maxwell at 7:45 p.m.

THE CITY OF UNIVERSAL CITY TEXAS

APPROVED:

Tom Maxwell, Mayor

ATTEST:

Maribel Garcia, City Clerk