

AGENDA
Universal City Economic Development Corporation
Regular Meeting
Thursday, 8 February 2024 at 5:00 pm
Council Chambers, 2150 Universal City Blvd, Universal City

1. **CALL TO ORDER:** President Dick Crow
2. **QUORUM CHECK:** Secretary Roland Hinojosa
3. **INTRODUCTION OF GUESTS:**
4. **OLD BUSINESS:**
 - a) Minutes of the 11 January 2024 Regular Meeting
 - b) Financial Report:
 1. Accountant Reports
 2. Bills to Be Paid and Transfers
 3. Expected Incoming Expenses
5. **NEW BUSINESS:**
 - A. Consider Resolution 2024-3: a Resolution of the UCEDC authorizing staff to award a contract for construction services for the Bowie Street Parking Lot.
 - B. **Next Meeting:** Thursday, 14 March 2024 at 5:00 pm, Council Chambers.
6. **STAFF REPORT:**
 - Status of Projects
 - Council Actions and Considerations
 - Upcoming City & Economic Events
7. **PUBLIC COMMENT:**
8. **ADJOURNMENT:**

MARIBEL GARCIA, Deputy City Clerk

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 72 hours prior to this meeting. Please contact the City Clerk's Office at (210) 659-0333 if these services are needed.

All items on the agenda are eligible for possible discussion and action. The UCEDC reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices,) and 551.086 (Economic Development).

MINUTES
ECONOMIC DEVELOPMENT CORPORATION OF THE CITY OF UNIVERSAL CITY, TEXAS
Regular Meeting, Thursday, 11 January 2024

1. **CALL TO ORDER:** Mr. Crow, President at 5:00 P.M.
2. **QUORUM CHECK:** Kim M. Turner, City Manager

Present:

Dick Crow, President
Lenny Dagg, Vice President
Dick Neville, Treasurer
Christina Fitzpatrick, Director
Bryan Kuhlmann, Director
Bear Goolsby, Director

Also Present:

Kim Turner, City Manager
Michael Cassata, Development Svcs. Director

Not Present:

Roland Hinojosa, Secretary

Mr. Dagg noted a quorum was present.

3. **INTRODUCTION OF GUESTS:** None.
4. **OLD BUSINESS:**

Mr. Goolsby moved to approve the following consent agenda item: a) Minutes of the 12 October 2023 and 28 November 2023 Regular Meetings. Mr. Dagg seconded the motion.

Vote: All in favor, none opposed.
Motion to approve carried.

Mr. Neville gave the bills to be paid report. Mrs. Turner reviewed the income and expense statements for 4th Quarter 2023 and 1st Quarter 2024 noting that moving forward these reports would be occurring more frequently.

Mr. Dagg moved to approve the following consent agenda items: b) Financial Report. Ms. Fitzpatrick seconded the motion.

Vote: All in favor, none opposed.
Motion to approve carried.

5. **NEW BUSINESS:**

- A. Consider the Appointment of an Executive Director.

Mr. Kuhlmann asked Mr. Cassata about his background and Mr. Cassata provided it. Mr. Goolsby noted that the developers spoke highly of Mr. Cassata's development and economic development knowledge. Ms. Fitzpatrick acknowledged his work on the Aviation District Master Plan and that his excellent planning knowledge would play well with economic development projects. Mr. Dagg and Mr. Crow indicated that they looked forward to working with Mr. Cassata.

Mr. Kuhlmann moved to appoint Michael Cassata as the Economic Development Director. Ms. Fitzpatrick seconded the motion.

Vote: All in favor, none opposed

Motion to approve carried.

- B. Consider letters authorizing online banking access at American Bank and Schertz Bank and Trust and closing the accounts at Schertz Bank and Trust.

Mrs. Turner noted the change in banks, the move to pooled cash and online authorization, and the need to have EDC Board authorization for various banking and online banking undertakings.

Mr. Dagg moved to authorize online banking for both banks and to close accounts at Schertz Bank and Trust. Mr. Goolsby seconded the motion.

Vote: All in favor, none opposed
Motion to approve carried.

- C. **Public Hearing:** regarding the expenditure of funds for capital improvements at 12000 E. Loop 1604 #112.

Mrs. Turner provided information on the business location, the business type, and the proposed cost of the signage for which an incentive was being sought. She introduced Ms. Dania Contreras, one of the owners of Mall-Litto.

Mr. Crow open Public Hearing at 5:25 PM

Ms. Contreras spoke about why she and her partner chose to locate in Universal City and that they intended to open in early February.

Mr. Kuhlmann inquired if the new sign was required to open. Ms. Contreras indicated it was not needed to open, that temporary banners would be used to open the business. Mrs. Turner explained the sign permit process if the storefront improvement was granted.

Public Comment: Kim Igleheart indicated she is in favor of support for this business.

Mr. Crow closed the Public Hearing at 5:29 PM

- D. Consider Resolution 2024-1: A resolution of the Board of Directors of the Universal City Economic Development Corporation approving the performance agreement with Mall-Litto for an economic development incentive in exchange for the improvement of a commercially zoned structure located at 12000 E. Loop 1604 #112.

Boardmember discussion ensued regarding the percentage or dollar amount to award and how it ranked with other similar projects they had supported in the past.

Mr. Kuhlmann moved to reimburse up to \$4,500 for signage at Mall-Litto provided they spend at least \$8,118.75 for the sign and complied with the requirements outlined in the Performance Agreement. Mr. Goolsby seconded the motion.

Vote: All in favor, none opposed
Motion to approve carried.

- E. **CLOSED SESSION:** Pursuant to Texas Gov't Code Sec. 551.072 regarding the purchase and value of real property if deliberation in open session would have a detrimental effect on the position of the corporation in negotiations with a third party; and for attorney consultation pursuant to Sec. 551.071(2) regarding:

- a.) the 43 acres of vacant, undeveloped property owned by the City of Universal City (33.3 acres) and the Economic Development Corporation (9.994 acres) located at Loop 1604 and Byrd Boulevard.
- b.) property located at 110-118 E. Byrd

Mr. Crow read the captions indicating the regulations and purposes for the Executive Session and convened the EDC into Executive Session at 5:34 PM.

- F. Reconvene in Open Session and take action, if needed, on any item pertaining to or listed in the Executive Session section of this Agenda.

Mr. Crow reconvened the EDC Board into Open Session and noted that no action or votes were made while in Executive Session.

- G. Consider the approval of the LOI with Reunion Development Partners, LLC.

Ms. Fitzpatrick moved to authorize Mr. Crow to sign the Letter of Intent (LOI) with Reunion Development Partners, LLC. Mr. Neville seconded the motion.

**Vote: All in favor, none opposed
Motion to approve carried.**

- H. Consider Resolution 2024-2: A resolution of the Universal City Economic Development Corporation authorizing the purchase of real property located at 110-118 E. Byrd, Universal City, Texas; and providing for signatory authority.

Mr. Goolsby moved to approve the purchase contract for the real property located at 110-118 E. Byrd and authorized Mr. Crow to sign all documents related to this project. Mr. Kuhlmann seconded the motion.

**Vote: All in favor, none opposed
Motion to approve carried.**

- I. **Next Meeting:** Thursday, 8 February 2024 at 5:00 pm, Council Chambers.

1. **STAFF REPORT:**

- Status of Projects
- Council Actions and Considerations
- Upcoming City & Economic Events

Mrs. Turner noted that the 2023 Accomplishment Report for the City was near completion and that each member of the EDC and other Board/Commissions would receive a copy. She also noted that she would be giving an Economic Development update that Mr. Cassata recently gave to City Council at the UCFAAA meeting and invited the EDC Board to attend.

2. **PUBLIC COMMENT:**

- a) Kim Igleheart: Imparted that her interaction with Mr. Cassata had been less than stellar and opined that the EDC Board should review Mr. Cassata's resume and not just take the City Manager's recommendation to appoint him as EDC Director.
- b) Bernie Rubal: Aired his concern that Mr. Cassata would not have sufficient time to conduct business recruitment given his other work responsibilities. He stressed the need for a recruitment plan.

3. **ADJOURNMENT:** Mr. Crow adjourned the meeting at 6:36 PM.

Richard "Dick" Crow
EDC President

TO: EDC

FROM: Michael Cassata, Economic Development Director

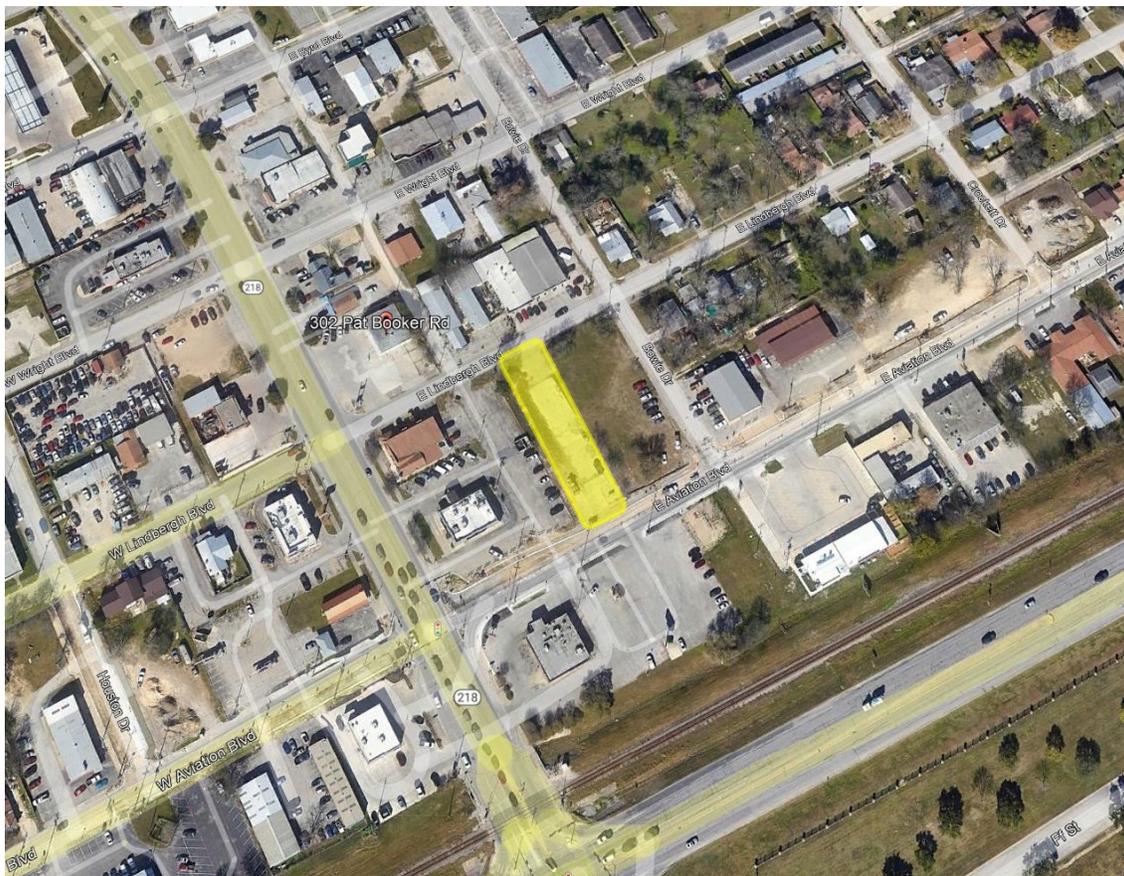
DATE: 30 January 2024

SUBJECT: Bowie Street Parking Lot – Resolution

The EDC acquired 119 E. Aviation in October 2022. While the long-term use of the property has not yet been identified, the EDC has determined to use the property in the interim as a public parking lot. The Bowie Street Parking Lot will serve as additional parking for existing businesses in the Aviation District as well as provide parking for any new businesses.

In June 2023, the EDC authorized a contract for professional services with 6S Engineering, Inc. to provide the survey and design of the Bowie Street Parking Lot in the amount of \$20,480.00.

With the survey and design complete, staff recently accepted bids for construction services of the parking lot. CemenTech Concrete Services came in with a low bid of \$102,197.10 (attached). Staff is requesting authorization to move forward with CemenTech on providing construction of the Bowie Street Parking Lot in the above amount.



CITY OF UNIVERSAL CITY
Specifications
And
Bid Form

Description/Specifications: Bowie St. Parking Lot

<u>BIDDER #1</u>	<u>BIDDER #2</u>	<u>BIDDER #3</u>
Name <u>CemenTech Concrete Services</u>	Name <u>4B Paving, Inc.</u>	Name <u>Allbrite Construction</u>
Address <u>10650 Culebra Rd.</u>	Address <u>P.O. Box 1065</u>	Address <u>10811 Iota Dr.</u>
<u>San Antonio, Tx 78251</u>	<u>Spring Branch, Tx 78070</u>	<u>San Antonio, Tx 78217</u>
Phone <u>(210) 548-1643</u>	Phone <u>(830) 228-5849</u>	Phone <u>(210) 490-6495</u>

Bid Price <u>\$102,197.10</u>	Bid Price <u>\$304,319.00</u>	Bid Price <u>\$ 374,151.00</u>
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Delivery/Availability Date: <u>Immediate</u>	Delivery/Availability Date: _____	Delivery/Availability Date: _____
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Make/Model _____	Make/Model _____	Make/Model _____
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Deviations From Specifications: _____ _____ _____	Deviations From Specifications: _____ _____ _____	Deviations From Specifications: _____ _____ _____
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Bid Received: Date: <u>12-21-23</u> Time: <u>1:00 PM</u>	Bid Received: Date: <u>1-23-24</u> Time: <u>10:10 AM</u>	Bid Received: Date: <u>1-19-24</u> Time: <u>9:37 AM</u>
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_____ (Signed)	_____ (Signed) CITY OF UNIVERSAL CITY	_____ (Signed)
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ESTIMATE

CemenTech Concrete Services
10650 Culebra Rd.
Suite #104-179
san antonio, TX 78251

cementechconcreteservices@gmail.com
m
+1 (210) 548-1643



Randy Luensmann

Bill to

Randy Luensmann
City of Universal City

Estimate details

Estimate no.: 1266
Estimate date: 12/14/2023

#	Date	Product or service	SKU	Amount
1.		Standard light pole Base Install concrete and reinforcement bars for base of light pole.		\$8,800.00
2.		City Concrete Approach 6" concrete approach with #4 rebar OC. 3000psi concrete with medium broom finish.		\$9,448.00
3.		City sidewalk concrete flatwork Install A2 flex base and 6 gauge Welded wire Mesh. Install 3000 psi concrete and leave medium broom finish		\$34,228.00
4.		2" Asphalt type "D" install, moisture condition and compact A2 flex base provided by Universal City. See Install 2" of type "D" asphalt and compact with steel drum compactor and/or plate compactor. stripe parking lot according to proposed plan. BOWIE DR PARKING LOT.		\$49,721.10
			Total	\$102,197.10

Note to customer

BOWIE DR PARKING LOT



PROPOSAL

City of Universal City
2150 Universal City Blvd
Universal City, TX 78148

1/23/2024

Attn: Matthew Otte
210-658-5364
pwmanager@uctx.gov

We propose to furnish all materials, labor, and equipment to complete the following project:
RE: Bowie Street Parking Lot

Demo Per Plans

1. 99 LF Curb
 2. 266 Sqft Sidewalk
 3. 4,925 Sqft Asphalt Removal
 4. Remove & Relocate Mailbox
- \$16,046.00 Plus Tax**

Site Work: 75' x 250'

1. Remove vegetation & haul off
 2. Excavate to depth 10", moisture condition and compact subgrade
 3. Install GEO Grid, install & compact 8" A-2 Base
- \$111,256.00 Plus Tax**

Electrical Conduit: 284 LF - 3"

1. Trench to depth of 36"
 2. Install 3", Sch 40 and backfill
- \$16,838.00 Plus Tax**

Concrete Work:

1. Machine curb, concrete approach & sidewalk
 2. 4" concrete riprap
- \$106,911.00 Plus Tax**

Paving:

1. Prime Oil
 2. 2" Type B Asphalt
 3. 4" Striping
- \$47,298.00 Plus Tax**

**** If applicable: Bond** **\$5,970.00**

TOTAL: \$304,319.00 Plus Tax

We will not be responsible for damages to underground utilities unless clearly marked by owner or authorized agent. All materials to be as specified. All work to be completed in a substantial workmanlike manner according to standard practices. Any deviation or alteration from above specification involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate.

Brandy Baker, President, 4-B Paving, Inc.

Authorized Agent

Date

Date

Four B Paving, Inc.
P.O. Box 1065, Spring Branch, TX 78070
Ph: 830-228-5849 Fax: 830-228-5869
fourbpav@gvtc.com



Proposal

January 19, 2024

Bowie Street Parking Lot Universal City, Texas

Allbrite Construction bids the scope of work as indicated below:

PARKING LOT INSTALLATION

Bid as per plans provided.



Total cost w/o tax \$374,151.00

Ted Solano
Sr. Project Manager
(210)884-2266
[**ted@allbriteconstruction.com**](mailto:ted@allbriteconstruction.com)

RESOLUTION NO. 2024-3

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE UNIVERSAL CITY ECONOMIC DEVELOPMENT CORPORATION APPROVING A PROJECT 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.

WHEREAS, the Universal City Economic Development Corporation is an in economic development corporation created pursuant to Chapters 501, 502 and 505 of the Texas Local Government Code, as amended; and

WHEREAS, Section 505.158 of the Texas Local Government Code provides that for a municipality with a population of 20,000 or less, “project” includes the land, buildings, equipment, facilities, expenditures, targeted infrastructure, and improvements found by the corporation’s board of directors to promote new or expanded business development; and

WHEREAS, as of the last current Census, dated April 1, 2020, the population for the City of Universal City is 19,720; and

WHEREAS, the Universal City Economic Development Corporation (EDC) previously authorized projects to promote new or expanded business development, including construction and improvement of public infrastructure and utilities related to the promotion of new or expanding business development, construction improvement and/or repair of streets and traffic signal systems, medians, trails, sidewalks and related water, electric, gas, drainage and conservation easement improvements at various locations in the city related to new or expanded business development; and

WHEREAS, the EDC has found that expenditures in the amount of approximately \$102,197.10 necessary for the bid and construction phase services of the Bowie Street parking lot, is related to the promotion of new or expanding business development and is an eligible project within the City for the purpose of promoting new business development; and

WHEREAS, the EDC Board of Directors have determined the expenditure under this project are consistent with and meet the definition of “project” as that term is defined in Chapter 501 and 505 of the Texas Local Government Code, and in particular Section 505.158 of the Texas Local Government Code; and the definition of “cost” as that term is defined by Section 501.152 of the Texas Local Government Code.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE UNIVERSAL CITY INDUSTRIAL DEVELOPMENT CORPORATION THAT:

SECTION 1. The findings set out above are hereby found to be true and correct and are incorporated herein for all purposes.

SECTION 2. That the Universal City Economic Development Corporation finds and determines that the expenditure of One Hundred and Two Thousand One Hundred Ninety Seven Dollars and Ten Cents (\$102,197.10) as a program for targeted public infrastructure related to the promotion of new or expanding business development within the City of Universal City, Texas will retain existing jobs and promote new and expanded business development, and is otherwise consistent with Section 505.158 of the Act.

SECTION 3. Dick Crow, in his capacity as the President of the Universal City Economic Corporation, is hereby authorized and directed to take actions, including authorizing staff to move forward with awarding the winning bid, as well as the execution of contracts and all other agreements, instruments or documents, reasonably necessary to facilitate the purpose of this Resolution.

SECTION 5. This Resolution is effective upon passage.

DULY RESOLVED AND ADOPTED by the Board of Directors of the Universal City Economic Development Corporation, this 8th day of February 2024.

UNIVERSAL CITY ECONOMIC
DEVELOPMENT CORPORATION

Richard “Dick” Crow, President

ATTEST

Leonard Dagg, Corporate Secretary