

AGENDA  
CITY COUNCIL OF THE CITY OF UNIVERSAL CITY, TEXAS  
2150 Universal City Blvd, Universal City, TX 78148  
Regular Meeting, Tuesday, March 19, 2024 @ 6:30 P.M.

1. CALL TO ORDER: Mayor John Williams at 6:30 p.m.
2. QUORUM CHECK and VOTE TO CONSIDER THE EXCUSE OF ABSENT MEMBERS (if applicable):
3. INVOCATION and PLEDGE OF ALLEGIANCE:
4. STAFF REPORTS AND OTHER DISCUSSION ITEMS: Items in this section are not expected to require action by City Council and are generally for information only. However, any item listed in this section may become an action item without further notice with the consent of the Mayor at the request of any Councilmember.
  - a. CITY MANAGER'S REPORT:
  - b. STAFF REPORT:
5. CITIZENS TO BE HEARD: At this time, the public is invited to address the City Council and speak on any matter not specifically listed for public hearing elsewhere in this agenda. *PLEASE NOTE NO CITY COUNCIL DISCUSSION, RESPONSE, DELIBERATION, OR ACTION WILL BE TAKEN ON THIS TOPICS AT THIS TIME.* Please limit your comments to three minutes.
6. PUBLIC HEARINGS: At this time, the public is invited to address each item listed in this section. Please limit your comments to the topics of the specific Public Hearing. If more than one Public Hearing is listed in this section to be held, citizens will be allowed to speak during each individual hearing.
  - a. Public Hearings– 2117 Pat Booker Road
    - i. P.C. 597 (SU 018)— A request for a Specific Use Permit at 2117 Pat Booker Road, Suite A (CB 5047F BLK 1 LOT 39) to allow an Administrative and Business Offices use (real estate office) in the C3-Commercial Services District, per zoning ordinance 581.
    - ii. P.C. 599 (SU 020)— A request for a Specific Use Permit at 2117 Pat Booker Road, Suite B (CB 5047F BLK 1 LOT 39) to allow an Administrative and Business Offices use (telecom service recovery) in the C3-Commercial Services District, per zoning ordinance 581.
    - iii. P.C. 600 (SU 021)— A request for a Specific Use Permit at 2117 Pat Booker Road, Suite B (CB 5047F BLK 1 LOT 39) to allow an Administrative and Business Offices use (insurance office) in the C3-Commercial Services District, per zoning ordinance 581.
  - b. Public Hearing: P.C. 598 (SU 019)— A request for a Specific Use Permit at 890 Coronado Boulevard (CB 5047P BLK 1 LOT 7 CORONADO VILLAGE UT-8A) to allow a Commercial Off- Street Parking use for electric vehicle charging in the C2-Retail District, per zoning ordinance 581.
  - c. Public Hearing: P.C. 601 (SU 022)— A request for a Specific Use Permit at 1202 Pat Booker Road (CB 5053 P-24A & 6 INCH STRIP OFF NW SIDE OF P-25 ABS 745) to allow a Professional Office use (engineering office) in the C2-Retail District, per zoning ordinance 581.
7. ANNOUNCEMENTS: With respect to items not listed elsewhere on this agenda, members may report on items of community interest e.g., community or employee awards, proclama, events, and recognitions. Members may also request specific information or a recitation of existing policy from Staff, or request placement of items on the agenda for discussion or action at a following meeting.
  - a. CITY MANAGER'S ANNOUNCEMENTS
  - b. MAYOR'S ANNOUNCEMENTS
  - c. COUNCILMEMBERS' ANNOUNCEMENTS
8. CONSENT AGENDA:

TAB A: All matters listed under this item are considered to be routine by City Council and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and considered separately.

  - 11) Consider the minutes of the Tuesday, 20 February 2024 Regular Meeting.
  - 22) Resolution 969-2024-3: 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. (2<sup>nd</sup> Reading)

9. ACTION ITEMS:

**TAB B:** FY 2023 Audit Report

**TAB C:** Resolution No. 896-D-2024: A resolution of the City of Universal City, Texas, authorizing the filing of a grant application with the Bexar County Community Development Block Grant (CDBG) Program Year 2024 for an infrastructure construction grant; authorizing Kim Turner, City Manager of said city to act on behalf of the City of Universal City, Texas in all matter related to the application; and pledging that if a grant is received, the City of Universal City will comply with the grant requirements

2117 Pat Booker Road SUPs

**TAB D:** Ordinance No. 655-M-2024 (PC 597 SU 018): An ordinance approving a Specific Use Permit to Daniels & Daniels Real Estate for an Administrative and Business Offices use in a C3-Commercial Services District on property located at 2117 Pat Booker Road, Universal City, Texas (CB 5047F BLK 1 LOT 39); providing for non-severability; and establishing an effective date.

**TAB E:** Ordinance No. 655-N-2024 (PC 599 SU 020): An ordinance approving a Specific Use Permit to Acorn Legacy, Inc. for an Administrative and Business Offices use in a C3-Commercial Services District on property located at 2117 Pat Booker Road, Universal City, Texas (CB 5047F BLK 1 LOT 39); providing for non-severability; and establishing an effective date.

**TAB F:** Ordinance No. 655-O-2024 (PC 600 SU 021): An ordinance approving a Specific Use Permit to Farmers Insurance for an Administrative and Business Offices use in a C3-Commercial Services District on property located at 2117 Pat Booker Road, Universal City, Texas (CB 5047F BLK 1 LOT 39); providing for non-severability; and establishing an effective date.

**TAB G:** Ordinance No. 655-P-2024 (PC 598 SU 019): An ordinance approving a Specific Use Permit to KMS Delivery, Inc. for a Commercial Off-Street Parking use in a C2-Retail District on property located at 890 Coronado Boulevard, Universal City, Texas (CB 5047P BLK 1 LOT 7 CORONADO VILLAGE UT-8A); providing for non-severability; and establishing an effective date.

**TAB H:** Ordinance No. 655-Q-2024 (PC 601 SU 022): An ordinance approving a Specific Use Permit to Millenium Engineers Group, Inc. for a Professional Office Use in a C2-Retail District on property located at 1202 Pat Booker Road, Universal City, Texas (CB 5053 P-24A & 6 INCH STRIP OFF NW SIDE OF P-25 ABS 745); providing for non-severability; and establishing an effective date.

10. ADJOURNMENT:

**TAB Z**

In accordance with the requirements of Texas Government Code section 551.127, a member of the governing body may participate in this meeting from a remote location. A quorum of the governing body as well as the presiding officer shall be physically present at the above posted location, which shall be open to the public. The video and audio feed of those participating remotely shall be visible and audible to the public for all open portions of the meeting. A member of a governmental body who participates in a meeting remotely as provided by law, shall be counted as present at the meeting for all purposes.

All items on the agenda are eligible for possible discussion and action. The City Council 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).

This facility is wheelchair accessible & accessible parking spaces are available. Requests for accommodation or interpretive services must be made 72 hours prior to this meeting. Please contact the city clerk's office at (210) 619-0701 if these services are needed.

CITY OF UNIVERSAL CITY

ITEM 6(a)  
ITEM 9: TABS D-F

Date: 3/11/2024

**TO:** City Council

**FROM:** Kim M. Turner, City Manager

**SUBJECT: Public Hearing:** P.C. 597, 599 & 600 (SU 018, 020 & 021)— Requests for **Specific Use Permits** at 2117 Pat Booker Road, Suites A & B to allow three Administrative and Business Offices uses in a C3— Commercial Services District, per zoning ordinance 581.

**SUBJECT: Ordinance Nos. 655-M-2024, 655-N-2024 & 655-O-2024**— Requests for **Specific Use Permits** at 2117 Pat Booker Road, Suites A & B to allow three Administrative and Business Offices uses in a C3— Commercial Services District, per zoning ordinance 581.

**Historical Background**

The multi-tenant commercial building on the property is approximately 5,900 square feet, formerly comprised of various law offices. Currently, three separate businesses – real estate, telecom service recovery, and insurance – are proposing to lease various spaces within the building. The Zoning Code allows Administrative and Business Offices uses in the C3-Commercial Services District as a Specific Use. The Council is reminded that the SUPs would apply only to the suites at 2117 Pat Booker Road and would only be applicable to each of the prospective tenants.

Sixteen (16) notices were sent out to surrounding property owners; none were returned. No one other than the prospective tenants and the property owner spoke “for” or “against” the proposed SUP at the Planning & Zoning Public Hearings. The members of the Planning & Zoning Commission unanimously approved the SUPs and forwarded the SUP requests to City Council for its final determination.

**Action Requested**

City Council will need to conduct three **Public Hearings** on the SUPs and then make a final consideration on each of the **SUP Ordinances:** Ord 655-M-2024, Ord 655-N-2024 & Ord 655-O-2024, attached. Per the City Charter, each Ordinance will require two readings.

**Procurement Methodology**

This is a zoning procedure only and requires no procurement by the City.

**Source and Amount of Funding**

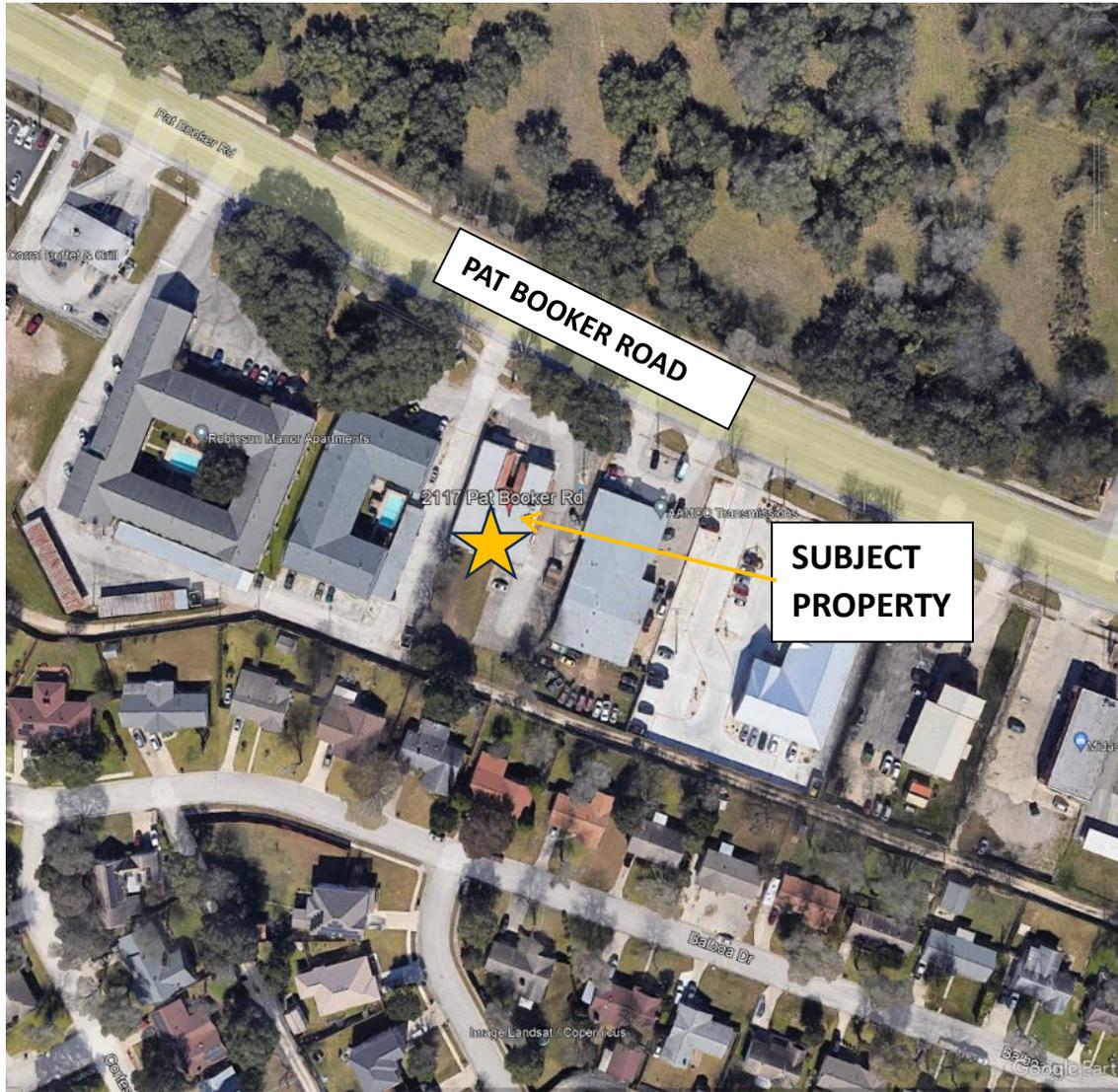
This is a zoning procedure only and requires no funding by the City.

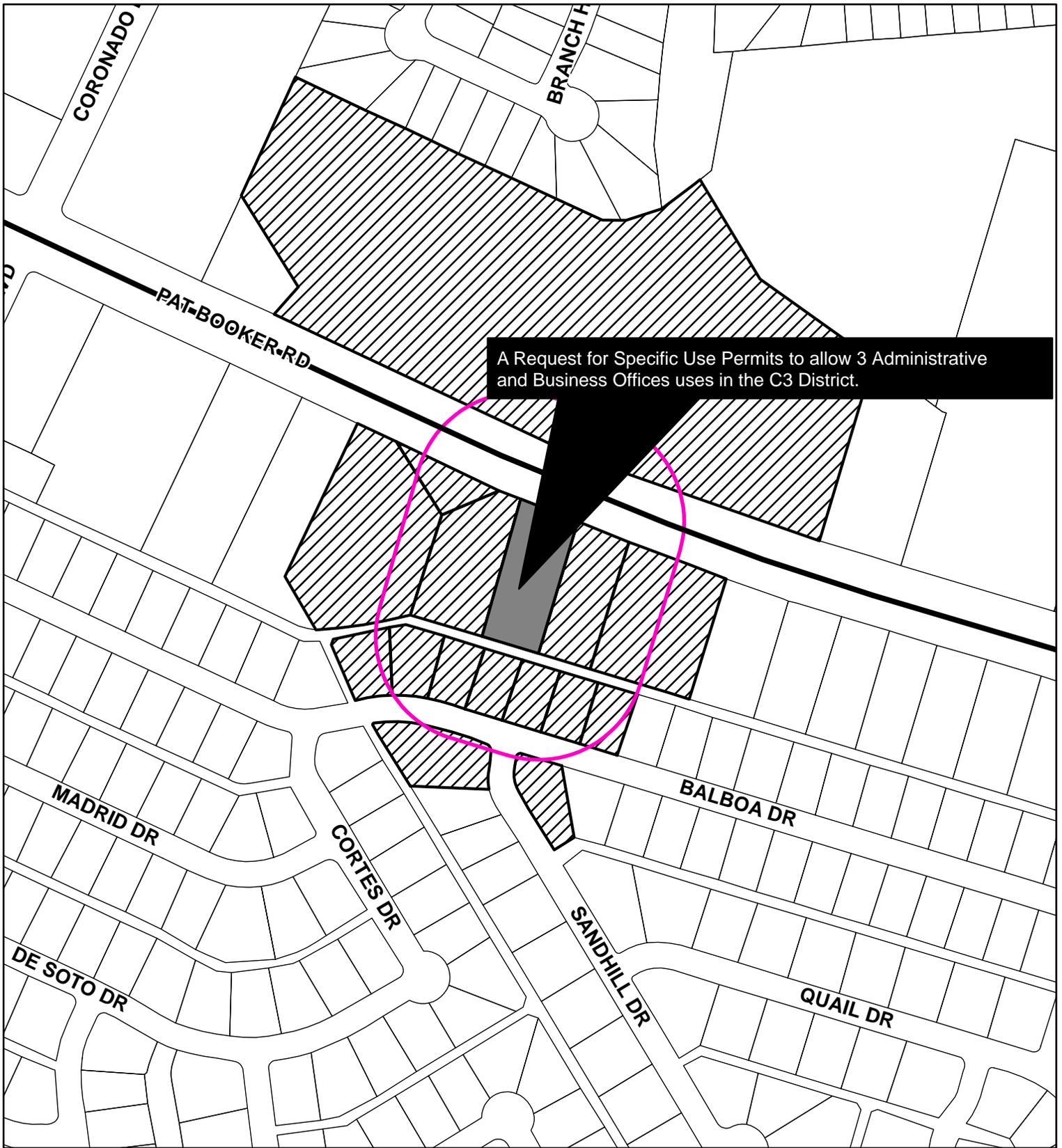
**Staff Recommendation**

Staff recommends approval of the three SUPs for Administrative and Business Offices at 2117 Pat Booker Road, Suites A & B. The suites have specific layouts, all required utilities, shared restrooms, as well as kitchen spaces designed for administrative offices and would be difficult and costly to convert to another type of use.

# 2117 Pat Booker Road

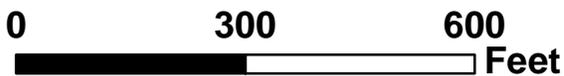
## Aerial Map





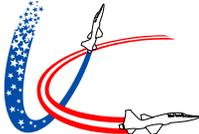
**PC 597, 599, 600 / SU 018, 020, 021  
2117 PAT BOOKER RD, SUITES A & B**

**Date Prepared: Tuesday, Jan. 23, 2024**



**Legend**

-  200 Ft Buffer
-  Affected Parcels

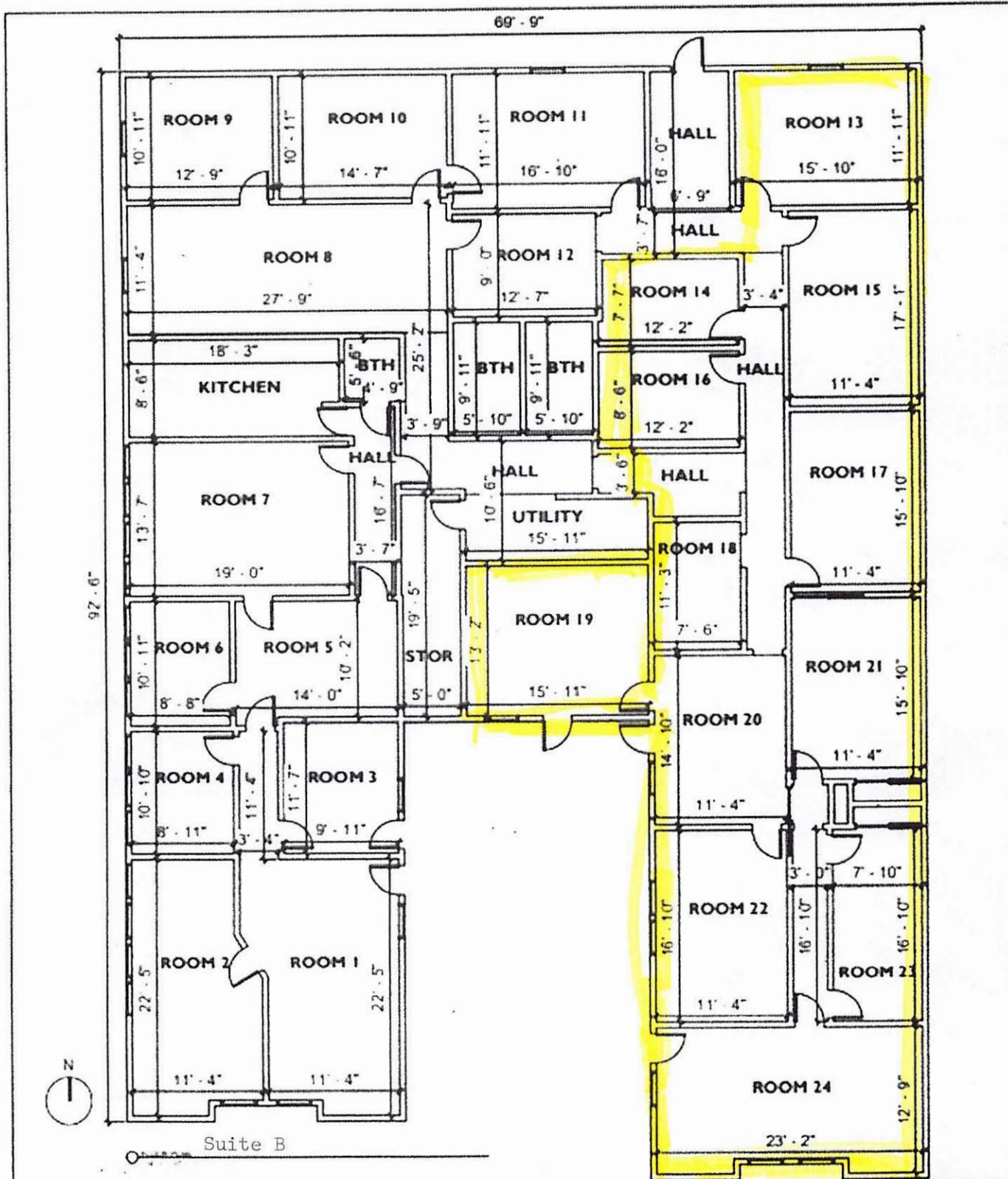
**UNIVERSAL CITY**  
*Gateway to Randolph AFB* EST. 1967

**The City of Universal City  
Texas**  
2150 Universal City Blvd  
Universal City, TX 78148

Use	C1	C2	C3	C4	C5
Administrative and business offices.	P	S	S	P	P
Offices or private firms or organizations which are primarily used for the provision of executive, management or administrative services. Typical uses include administrative offices, and services including real estate, insurance, property management, investment, personnel, travel, secretarial services, telephone answering, photocopy and reproduction, and business offices or public utilities, organizations and associations, or other use classifications when the service rendered is that customarily associated with administrative office services.					
Agricultural sales and services.	-	-	-	S	-
Establishments or places of business engaged in sale (from the premises) of feed, grain, fertilizers, pesticides and similar goods or in the provision of agricultural related services with incidental storage on lots other than where the service is rendered. Typical uses include nurseries, hay, feed and grain stores and tree service firms.					
Automotive washing.	S	-	P	P	-
Washing and cleaning of automobiles and related light equipment. Typical uses include auto laundries or car washes, not collocated with a gas station.					
Gas station.	S	-	P	S	P
An establishment for retail sale of petroleum products collocated with a local convenient store. Local convenient store collocation is required. May also be collocated with automotive washing with automotive washing as a secondary or ancillary use.					
Commercial off-street parking.	S	S	S	S	-
Parking of motor vehicles on a temporary basis within a private-owned off-street parking facility, other than accessory to a principal use. Typical uses include commercial parking lots or parking garages.					
Automotive rentals.	-	-	S	S	S
Rental of automobiles, noncommercial trucks, trailers and recreational vehicles, including incidental parking and servicing of vehicles available for rent or lease. Typical uses include auto rental agencies, trailer rental agencies and taxi-cab parking and dispatching.					
Automotive sales.	-	-	S	S	S

# DANIELS & DANIELS REAL ESTATE

2117 Pat Booker Road, Universal City, TX 78148



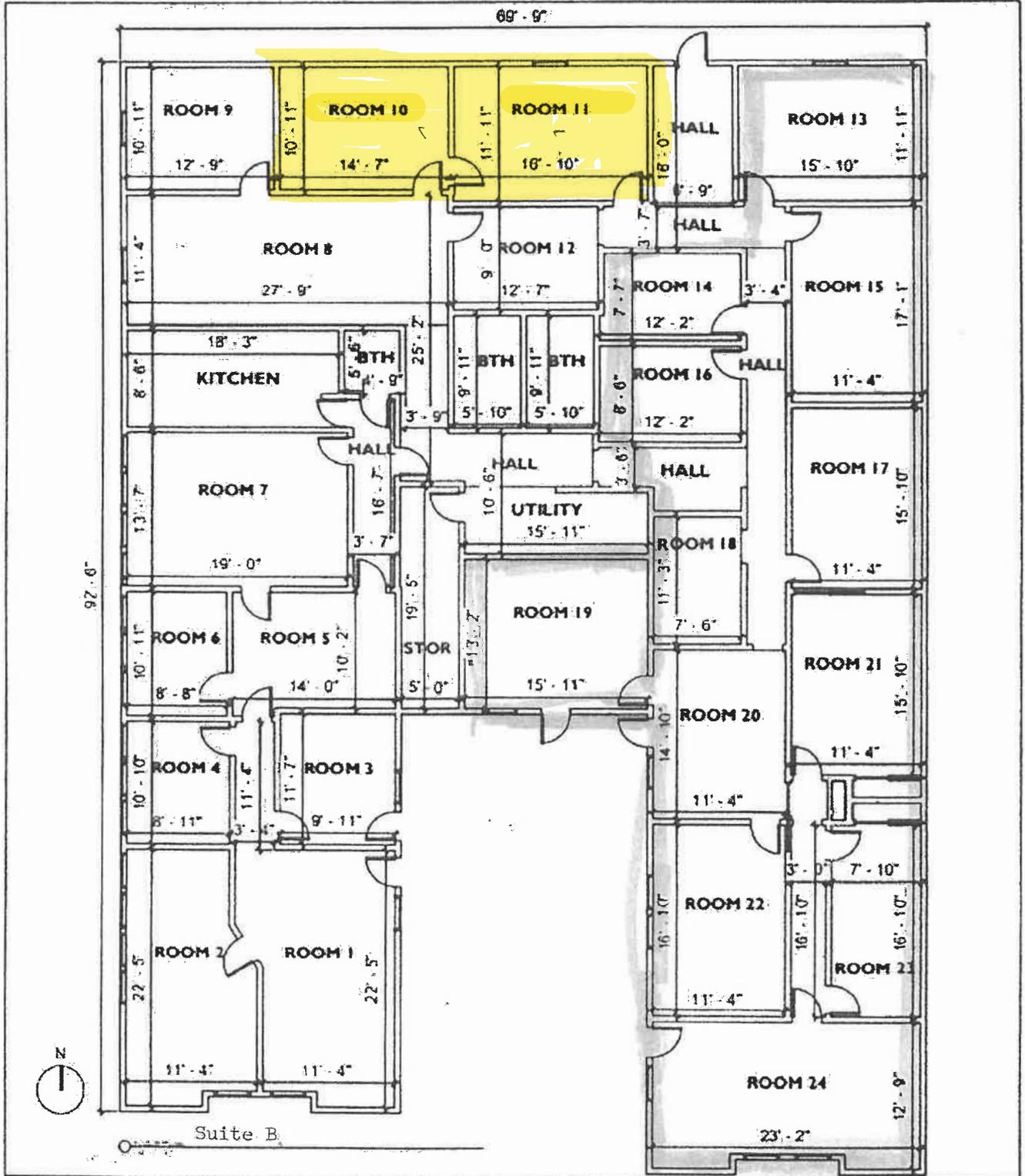
4  
DESIGN  
4 DESIGN  
125 FURLONG DR  
UNIVERSAL CITY  
TX  
78148  
210-658-5800

Suite A  
2117 PAT BOOKER RD  
UNIVERSAL CITY, TX. 78148

Project No. Project Number 1  
Date 02/2/2023  
Drawn By JENNIFER SALYER  
Checked By \_\_\_\_\_  
A.1  
Scale 1/4" = 1'-0"

# ACORN LEGACY, INC.

2117 Pat Booker Road, Universal City, TX 78148



4 DESIGN

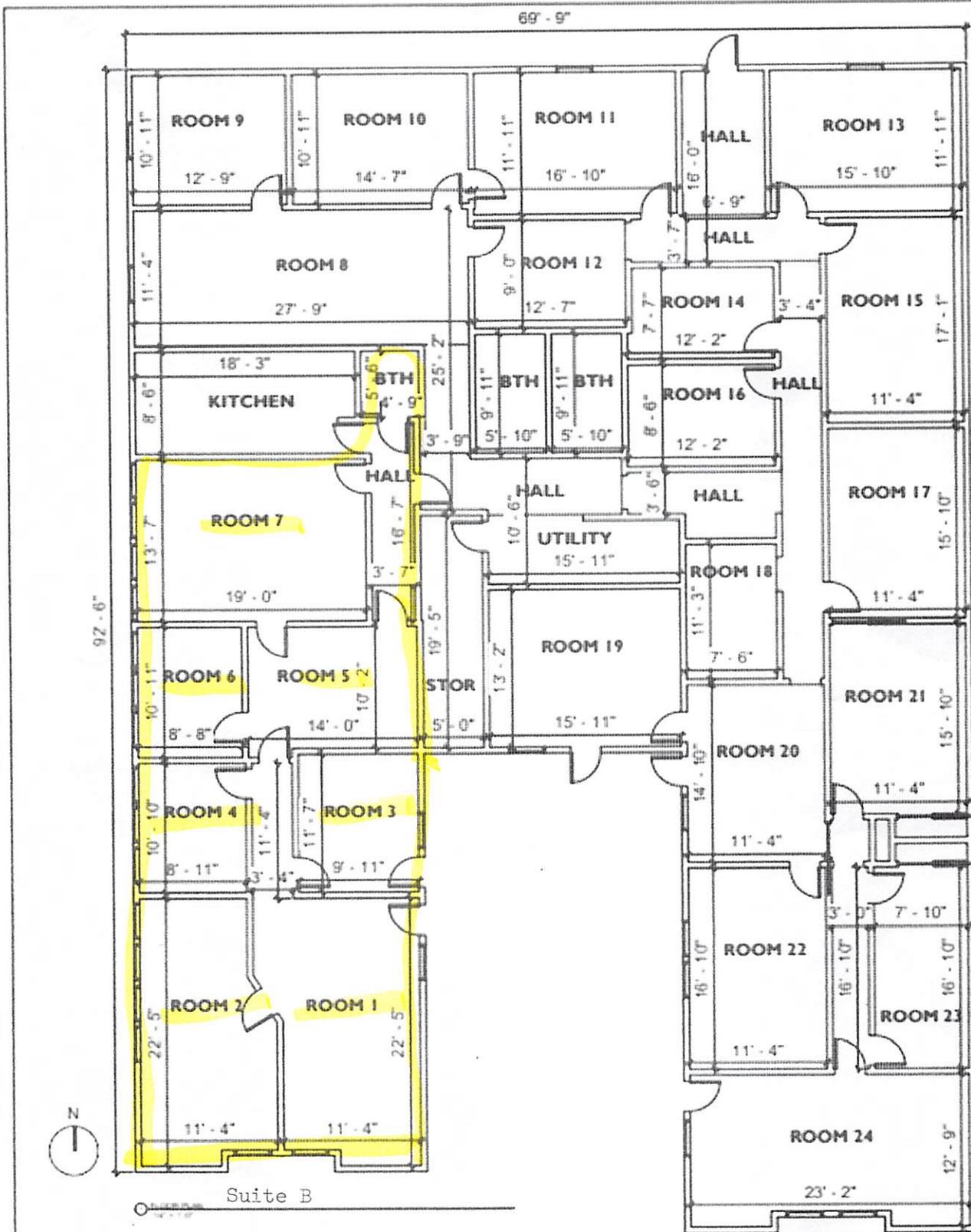
4 DESIGN  
125 FURLONG DR  
UNIVERSAL CITY  
TX  
78148  
210-658-5800

2117 PAT BOOKER RD  
UNIVERSAL CITY, TX. 78148

Suite A

Project No	Project Number 1
Date	08/21/2023
Drawn By	JENNIFER SALVER
Checked By	Director
<b>A.1</b>	
Scale	1/4" = 1'-0"

# FARMERS INSURANCE



Suite B

Suite A Side

4  
DESIGN

4 DESIGN  
125 FURLONG DR  
UNIVERSAL CITY  
TX  
78148  
210-658-5800

2117 PAT BOOKER RD  
UNIVERSAL CITY, TX. 78148

Project No.	Project Number 1
Date	02/21/2023
Drawn By	JENNIFER SALYER
Checked By	Checker
<b>A.1</b>	
Scale	1/4" = 1'-0"

**Motion to Approve:**

PCs 597, 599 & 600 (SU 018, 020 & 021)

After conducting public hearings on the requests for a Specific Use Permit for the property at 2117 Pat Booker Road and receiving the Planning and Zoning Commission's recommendations, City Council has considered the requests and moves to approve PCs 597, 599 & 600 (SU 018, 020 & 021) and to grant a specific use permit to allow an Administrative and Business Offices use to:

1. Daniels and Daniels Real Estate for a real estate office at 2117 Pat Booker Road, Suite A, Rooms 13 – 24 (PC 597, SU 018)
2. Acorn Legacy, Inc. for a telecom service recovery office at 2117 Pat Booker Road, Suite B, Rooms 10 & 11 (PC 599, SU 020)
3. Farmers Insurance for an insurance office at 2117 Pat Booker Road, Suite B, Rooms 1 – 7 (PC 600, SU 021)

**ORDINANCE NO. 655-M-2024 (PC 597 SU 018)**  
(2117 Pat Booker Road, Suite A, Rooms 13-24)

**AN ORDINANCE APPROVING A SPECIFIC USE PERMIT TO DANIELS & DANIELS REAL ESTATE FOR AN ADMINISTRATIVE AND BUSINESS OFFICES USE IN A C3- COMMERCIAL SERVICES DISTRICT ON PROPERTY LOCATED AT 2117 PAT BOOKER ROAD, UNIVERSAL CITY, TEXAS (CB 5047F BLK 1 LOT 39); PROVIDING FOR NON-SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.**

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**WHEREAS**, in accordance with Section 4-5-54 of the Code of Ordinances, City Council may approve an application for a Specific Use Permit to provide some flexibility to traditional zoning by offering a mechanism to balance specific site constraints and development plans with the larger interest of the community and the integrity of the Zoning Ordinance; and

**WHEREAS**, as described in Section One of this Ordinance, an application has been made for a Specific Use Permit; and

**WHEREAS**, the Zoning Table of Uses authorizes City Council to issue the Specific Use Permit; and

**WHEREAS**, after proper delivery of notice, the Planning and Zoning Commission conducted a public hearing on the application for the Specific Use Permit on March 4, 2024; and

**WHEREAS**, at the conclusion of the public hearing, the Planning and Zoning Commission made a recommendation in favor of the application for the Specific Use Permit and made the findings required by Section 4-5-54 of the Code of Ordinances as follows:

- The proposed use is in accord with the objectives of these regulations and the purposes of the district in which the site is located.
- That the proposed use will comply with each of the applicable provisions of these regulations.
- That the proposed use and site development, together with any modifications applicable thereto, will be completely compatible with existing or permitted uses in the vicinity.
- That the conditions applicable to approval are the minimum necessary to minimize potentially unfavorable impacts on nearby uses and ensure compatibility with existing or permitted uses in the same district and the surrounding area, and that the prescribed zoning standards do not provide enough mitigation of the impacts identified, thus warranting stricter standards, if so recommended.
- The Commission has given due consideration to all technical information supplied by the applicant.
- That the proposed use, together with the conditions applicable thereto, will not be detrimental to the public health, safety or welfare or materially injurious to properties or improvements in the vicinity; and

**WHEREAS**, after proper publication of notice and receipt of the Planning and Zoning Commission's recommendation, City Council conducted a public hearing on the application for the Specific Use Permit on March 19, 2024; and

**WHEREAS**, after conducting a public hearing on the matter wherein the testimony and comments of members of the public were received, City Council made the findings required by Section 4-5-54 of the City Code as set out infra.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF UNIVERSAL CITY, TEXAS:**

**SECTION 1.** The recitals set out above are adopted herein for all purposes.

**SECTION 2.** The application for a Specific Use Permit by Daniels & Daniels Real Estate for an Administrative and Business Offices use in a C3-Commercial Services District on property located at 2117 Pat Booker Road, Suite A, Rooms 13-24, Universal City, Texas (CB 5047F BLK 1 LOT 39), is hereby approved, subject to the conditions set out in Section 3.

**SECTION 3.** Pursuant to Section 4-5-54 (entitled “Specific Use Regulations”) of Code of Ordinances, the following conditions are imposed:

No conditions are imposed.

**SECTION 4.** All provisions of the Code of Ordinances of the City of Universal City not herein amended or repealed shall remain in full force and effect.

**SECTION 5.** All other ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent that they are in conflict.

**SECTION 6.** This ordinance is not severable.

**SECTION 7.** This ordinance will take effect upon its passage, approval and publication as provided by law.

**PASSED, on first reading** by the City Council of the City of Universal City on this the 19<sup>TH</sup> day of MARCH 2024.

**PASSED AND APPROVED, on second reading** by the City Council of the City of Universal City on this the 2<sup>ND</sup> day of APRIL 2024.

CITY OF UNIVERSAL CITY, TEXAS

APPROVED:

\_\_\_\_\_  
John Williams, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Maribel Garcia, Deputy City Clerk

\_\_\_\_\_  
Megan R. Santee, City Attorney  
Denton Navarro Rodriguez Bernal Santee & Zech, P.C.

**ORDINANCE NO. 655-N-2024 (PC 599 SU 020)**  
(2117 Pat Booker Road, Suite B, Rooms 10-11)

**AN ORDINANCE APPROVING A SPECIFIC USE PERMIT TO ACORN LEGACY, INC. FOR AN ADMINISTRATIVE AND BUSINESS OFFICES USE IN A C3-COMMERCIAL SERVICES DISTRICT ON PROPERTY LOCATED AT 2117 PAT BOOKER ROAD, UNIVERSAL CITY, TEXAS (CB 5047F BLK 1 LOT 39); PROVIDING FOR NON- SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.**

---

**WHEREAS**, in accordance with Section 4-5-54 of the Code of Ordinances, City Council may approve an application for a Specific Use Permit to provide some flexibility to traditional zoning by offering a mechanism to balance specific site constraints and development plans with the larger interest of the community and the integrity of the Zoning Ordinance; and

**WHEREAS**, as described in Section One of this Ordinance, an application has been made for a Specific Use Permit; and

**WHEREAS**, the Zoning Table of Uses authorizes City Council to issue the Specific Use Permit; and

**WHEREAS**, after proper delivery of notice, the Planning and Zoning Commission conducted a public hearing on the application for the Specific Use Permit on March 4, 2024; and

**WHEREAS**, at the conclusion of the public hearing, the Planning and Zoning Commission made a recommendation in favor of the application for the Specific Use Permit and made the findings required by Section 4-5-54 of the Code of Ordinances as follows:

- The proposed use is in accord with the objectives of these regulations and the purposes of the district in which the site is located.
- That the proposed use will comply with each of the applicable provisions of these regulations.
- That the proposed use and site development, together with any modifications applicable thereto, will be completely compatible with existing or permitted uses in the vicinity.
- That the conditions applicable to approval are the minimum necessary to minimize potentially unfavorable impacts on nearby uses and ensure compatibility with existing or permitted uses in the same district and the surrounding area, and that the prescribed zoning standards do not provide enough mitigation of the impacts identified, thus warranting stricter standards, if so recommended.
- The Commission has given due consideration to all technical information supplied by the applicant.
- That the proposed use, together with the conditions applicable thereto, will not be detrimental to the public health, safety or welfare or materially injurious to properties or improvements in the vicinity; and

**WHEREAS**, after proper publication of notice and receipt of the Planning and Zoning Commission's recommendation, City Council conducted a public hearing on the application for the Specific Use Permit on March 19, 2024; and

**WHEREAS**, after conducting a public hearing on the matter wherein the testimony and comments of members of the public were received, City Council made the findings required by Section 4-5-54 of the City Code as set out infra.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF UNIVERSAL CITY, TEXAS:**

**SECTION 1.** The recitals set out above are adopted herein for all purposes.

**SECTION 2.** The application for a Specific Use Permit by Acorn Legacy, Inc. for an Administrative and Business Offices use in a C3-Commercial Services District on property located at 2117 Pat Booker Road, Suite B, Rooms 10-11, Universal City, Texas (CB 5047F

BLK 1 LOT 39), is hereby approved, subject to the conditions set out in Section 3.

**SECTION 3.** Pursuant to Section 4-5-54 (entitled “Specific Use Regulations”) of Code of Ordinances, the following conditions are imposed:

No conditions are imposed.

**SECTION 4.** All provisions of the Code of Ordinances of the City of Universal City not herein amended or repealed shall remain in full force and effect.

**SECTION 5.** All other ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent that they are in conflict.

**SECTION 6.** This ordinance is not severable.

**SECTION 7.** This ordinance will take effect upon its passage, approval and publication as provided by law.

**PASSED, on first reading** by the City Council of the City of Universal City on this the 19<sup>TH</sup> day of MARCH 2024.

**PASSED AND APPROVED, on second reading** by the City Council of the City of Universal City on this the 2<sup>ND</sup> day of APRIL 2024.

CITY OF UNIVERSAL CITY, TEXAS

APPROVED:

\_\_\_\_\_  
John Williams, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Maribel Garcia, Deputy City Clerk

\_\_\_\_\_  
Megan R. Santee, City Attorney  
Denton Navarro Rodriguez Bernal Santee & Zech, P.C.

**ORDINANCE NO. 655-O-2024 (PC 600 SU 021)**  
(2117 Pat Booker Road, Suite B, Rooms 1-7)

**AN ORDINANCE APPROVING A SPECIFIC USE PERMIT TO FARMERS INSURANCE FOR AN ADMINISTRATIVE AND BUSINESS OFFICES USE IN A C3-COMMERCIAL SERVICES DISTRICT ON PROPERTY LOCATED AT 2117 PAT BOOKER ROAD, UNIVERSAL CITY, TEXAS (CB 5047F BLK 1 LOT 39); PROVIDING FOR NON- SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.**

---

**WHEREAS**, in accordance with Section 4-5-54 of the Code of Ordinances, City Council may approve an application for a Specific Use Permit to provide some flexibility to traditional zoning by offering a mechanism to balance specific site constraints and development plans with the larger interest of the community and the integrity of the Zoning Ordinance; and

**WHEREAS**, as described in Section One of this Ordinance, an application has been made for a Specific Use Permit; and

**WHEREAS**, the Zoning Table of Uses authorizes City Council to issue the Specific Use Permit; and

**WHEREAS**, after proper delivery of notice, the Planning and Zoning Commission conducted a public hearing on the application for the Specific Use Permit on March 4, 2024; and

**WHEREAS**, at the conclusion of the public hearing, the Planning and Zoning Commission made a recommendation in favor of the application for the Specific Use Permit and made the findings required by Section 4-5-54 of the Code of Ordinances as follows:

- The proposed use is in accord with the objectives of these regulations and the purposes of the district in which the site is located.
- That the proposed use will comply with each of the applicable provisions of these regulations.
- That the proposed use and site development, together with any modifications applicable thereto, will be completely compatible with existing or permitted uses in the vicinity.
- That the conditions applicable to approval are the minimum necessary to minimize potentially unfavorable impacts on nearby uses and ensure compatibility with existing or permitted uses in the same district and the surrounding area, and that the prescribed zoning standards do not provide enough mitigation of the impacts identified, thus warranting stricter standards, if so recommended.
- The Commission has given due consideration to all technical information supplied by the applicant.
- That the proposed use, together with the conditions applicable thereto, will not be detrimental to the public health, safety or welfare or materially injurious to properties or improvements in the vicinity; and

**WHEREAS**, after proper publication of notice and receipt of the Planning and Zoning Commission's recommendation, City Council conducted a public hearing on the application for the Specific Use Permit on March 19, 2024; and

**WHEREAS**, after conducting a public hearing on the matter wherein the testimony and comments of members of the public were received, City Council made the findings required by Section 4-5-54 of the City Code as set out infra.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF UNIVERSAL CITY, TEXAS:**

**SECTION 1.** The recitals set out above are adopted herein for all purposes.

**SECTION 2.** The application for a Specific Use Permit by Farmers Insurance for an Administrative and Business Offices use in a C3-Commercial Services District on property located at 2117 Pat Booker Road, Suite B, Rooms 1-7, Universal City, Texas (CB 5047F BLK 1 LOT 39), is hereby approved, subject to the conditions set out in Section 3.

**SECTION 3.** Pursuant to Section 4-5-54 (entitled “Specific Use Regulations”) of Code of Ordinances, the following conditions are imposed:

No conditions are imposed.

**SECTION 4.** All provisions of the Code of Ordinances of the City of Universal City not herein amended or repealed shall remain in full force and effect.

**SECTION 5.** All other ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent that they are in conflict.

**SECTION 6.** This ordinance is not severable.

**SECTION 7.** This ordinance will take effect upon its passage, approval and publication as provided by law.

**PASSED, on first reading** by the City Council of the City of Universal City on this the 19<sup>TH</sup> day of MARCH 2024.

**PASSED AND APPROVED, on second reading** by the City Council of the City of Universal City on this the 2<sup>ND</sup> day of APRIL 2024.

CITY OF UNIVERSAL CITY, TEXAS

APPROVED:

\_\_\_\_\_  
John Williams, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Maribel Garcia, Deputy City Clerk

\_\_\_\_\_  
Megan R. Santee, City Attorney  
Denton Navarro Rodriguez Bernal Santee & Zech, P.C.

## CITY OF UNIVERSAL CITY

ITEM 6(b)  
ITEM 9: TAB G

Date: 3/11/2024

**TO:** City Council

**FROM:** Kim M. Turner, City Manager

**SUBJECT: Public Hearing: P.C. 598 (SU 019)**— A request for a **Specific Use Permit** at 890 Coronado Boulevard (CB 5047P BLK 1 LOT 7 CORONADO VILLAGE UT-8A) to allow a Commercial Off-Street Parking use for electric vehicle charging in the C2-Retail District, per zoning ordinance 581.

**SUBJECT: Ordinance No. 655-P-2024**— A **Specific Use Permit** at 890 Coronado Boulevard (CB 5047P BLK 1 LOT 7 CORONADO VILLAGE UT-8A) to allow a Commercial Off-Street Parking use for electric vehicle charging in the C2-Retail District, per zoning ordinance 581.

### **Historical Background**

The applicant is proposing to install an electric vehicle charging lot on the vacant 0.3673-acre property. The Zoning Code allows a Commercial Off-Street Parking use in the C2-Retail District as a Specific Use. As such, KMS Delivery, Inc. is requesting a **Specific Use Permit**. The Council is reminded that the SUP would apply only to the user at 890 Coronado Boulevard.

### **Project Details**

- The EV lot will be for private fleet use only, not the general public
- A total of 12 chargers will be installed – 4 in the first phase followed by 8 in phase two
- Vehicles will only be present on-site while being charged
- Charging time takes between 4 and 7 hours
- Each charging station will range from 3-feet to 6-feet in height
- Chargers do not make noise during the charging process
- The entrance gate will be 6-feet in height and 16-20-feet in width
- The perimeter fence will be 6-feet in height – note existing 6-foot fences on two sides will remain

Sixteen (16) notices were sent out to surrounding property owners; none were returned. No one other than the prospective owner/operator spoke “for” or “against” the proposed SUP at the Planning & Zoning Public Hearings. The members of the Planning & Zoning Commission unanimously approved the SUP with one condition and forwarded the SUP request to City Council for its final determination.

### **Action Requested**

City Council will need to conduct a **Public Hearing** on the SUP and then make a final consideration on the **SUP Ordinance: Ord 655-P-2024**, attached. Per the City Charter, an Ordinance will require two readings.

### **Procurement Methodology**

This is a zoning procedure only and requires no procurement by the City.

### **Source and Amount of Funding**

This is a zoning procedure only and requires no funding by the City.

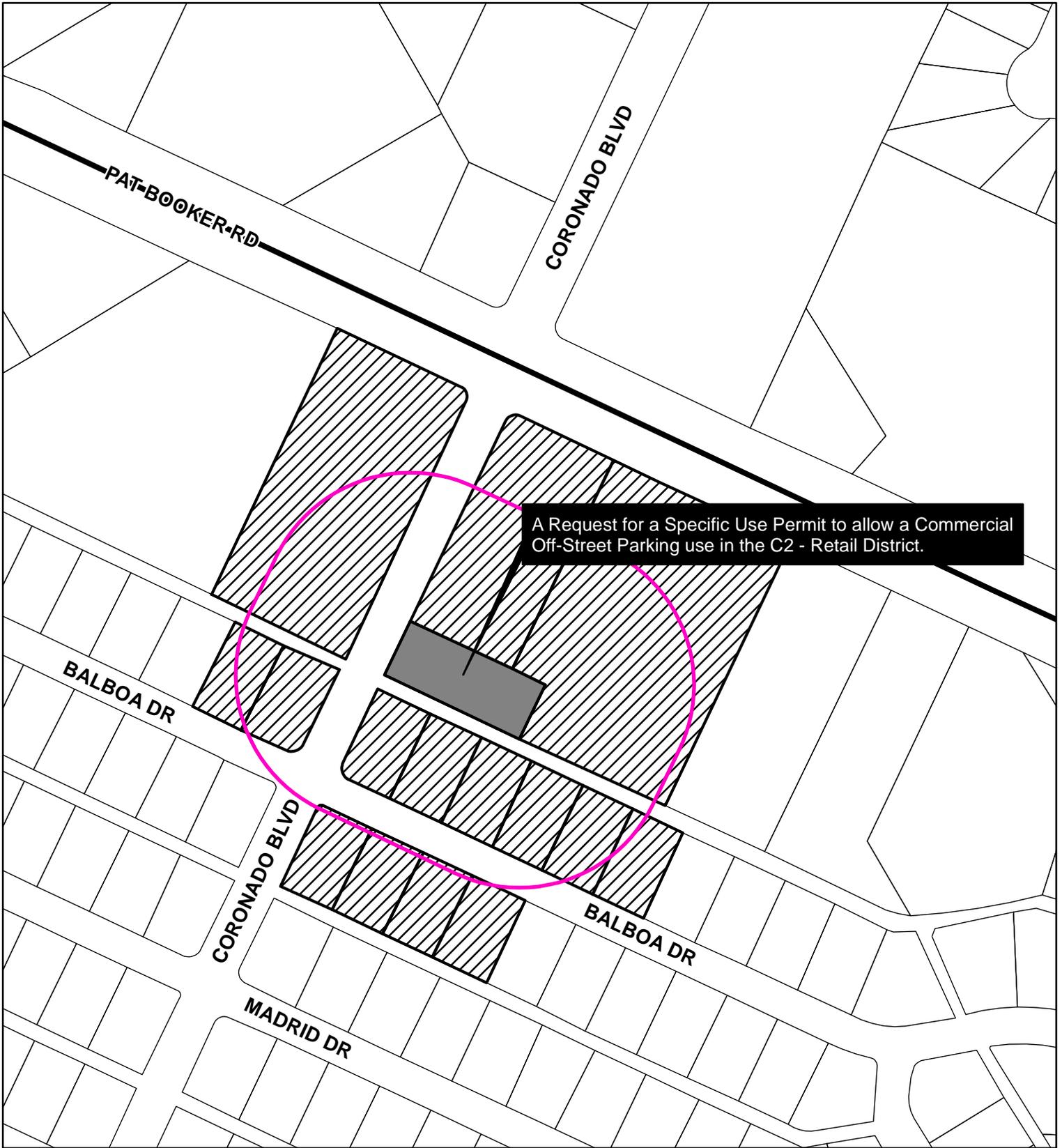
### **Staff Recommendation**

Staff recommends approval of the SUP for a Commercial Off-Street Parking use at 890 Coronado Boulevard. The vacant lot is tucked behind Sonic Drive-In with limited visibility from the main corridor on Pat Booker Road. As such, the property owner will be hard-pressed to find a pure retail use for the vacant lot. Additionally, Staff recommends an additional condition be placed on the SUP approval requiring the use of downward or shielded lot lighting to reduce the light pollution impact on nearby residential neighbors.

# 890 Coronado Boulevard

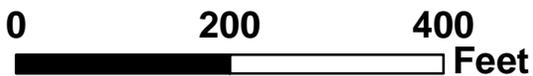
## Aerial Map





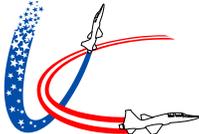
**PC 598 SU 019**  
**890 CORONADO BLVD**

**Date Prepared: Tuesday, Jan. 23, 2024**



**Legend**

-  200 Ft Buffer
-  Affected Parcels

**UNIVERSAL CITY**  
*Gateway to Randolph AFB* EST. 1967

**The City of Universal City**  
 Texas  
 2150 Universal City Blvd  
 Universal City, TX 78148

Existing concrete base footing 6" x 12" x 6" using 1/2" rebar.

Entrance 16' (future electronic gate) to be included in electrical permitting

GENERAL NOTES:  
Note that fencing site plan includes electrical proposal which will be separately permitted at a later date by licensed electrical contractors.

6"x12"x6" concrete base footing using 1/2 inch rebar, 2 3/8 inch metal pole brackets mounted into concrete using 3/8" x 6" stainless steel bolts on 6' spacing. Weather treated pine 6' pickets mounted onto 2 3/8" pole brackets using 2x6" framing.

DISCLAIMER  
THESE DRAWINGS WERE PRODUCED WITHOUT THE BENEFIT OF A CURRENT LAND SURVEY. ALL PROPERTY LINES, EASEMENTS, AND SETBACKS SHALL BE VERIFIED PRIOR TO START OF CONSTRUCTION. 3V3I DOES NOT GUARANTEE THE ACCURACY OF SAID PROPERTY LINES, EASEMENTS, ROADS AND SETBACKS.



**50A L2 EV CHARGERS**  
**PROPOSED SWITCHGEAR**  
**POSSIBLE LOCATION FOR NEW UTILITY TRANSFORMER**

Existing wooden 6' pine board privacy fence.

NOTE: THE ORIGINAL SIZE OF THIS PLAN IS 24" x 36". SCALE RATIO IS NOT VALID FOR REDUCED OR ENLARGED SHEET SIZES

# EV CHARGING STATIONS – EXAMPLES



## EV CHARGING STATIONS – EXAMPLES



Use	C1	C2	C3	C4	C5
Administrative and business offices.	P	S	S	P	P
Offices or private firms or organizations which are primarily used for the provision of executive, management or administrative services. Typical uses include administrative offices, and services including real estate, insurance, property management, investment, personnel, travel, secretarial services, telephone answering, photocopy and reproduction, and business offices or public utilities, organizations and associations, or other use classifications when the service rendered is that customarily associated with administrative office services.					
Agricultural sales and services.	-	-	-	S	-
Establishments or places of business engaged in sale (from the premises) of feed, grain, fertilizers, pesticides and similar goods or in the provision of agricultural related services with incidental storage on lots other than where the service is rendered. Typical uses include nurseries, hay, feed and grain stores and tree service firms.					
Automotive washing.	S	-	P	P	-
Washing and cleaning of automobiles and related light equipment. Typical uses include auto laundries or car washes, not collocated with a gas station.					
Gas station.	S	-	P	S	P
An establishment for retail sale of petroleum products collocated with a local convenient store. Local convenient store collocation is required. May also be collocated with automotive washing with automotive washing as a secondary or ancillary use.					
Commercial off-street parking.	S	S	S	S	-
Parking of motor vehicles on a temporary basis within a private-owned off-street parking facility, other than accessory to a principal use. Typical uses include commercial parking lots or parking garages.					
Automotive rentals.	-	-	S	S	S
Rental of automobiles, noncommercial trucks, trailers and recreational vehicles, including incidental parking and servicing of vehicles available for rent or lease. Typical uses include auto rental agencies, trailer rental agencies and taxi-cab parking and dispatching.					
Automotive sales.	-	-	S	S	S



# ENERGY CONSERVATION

**BEAT  
THE  
HEAT**



## **GREEN DAY** Everyday Conservation

- ▶ Set thermostat to 78° in summer, 68° in winter
- ▶ Use fans to feel 4-6 degrees cooler
- ▶ Run ceiling fans in occupied rooms, counterclockwise in summer & clockwise in winter
- ▶ Close shades & blinds; turn off unnecessary lights
- ▶ Unplug electronics when not in use
- ▶ Cook on a grill & line-dry clothes when possible



## **YELLOW DAY** Peak Energy Demand

- ▶ Continue everyday conservation measures
- ▶ Check [cpsenergy.com](http://cpsenergy.com) & our social media for times of day when more conservation is needed
- ▶ Charge Electric Vehicles (EV) at night, after 10 PM
- ▶ Adjust thermostats further to minimize HVAC use, if health permits
- ▶ Avoid using large appliances like your oven, washer, dryer, & dishwasher



## **ORANGE ALERT** Energy Grid Reliability Risk

- ▶ Limit power usage
- ▶ Prepare for possible loss of power
- ▶ Prepare to implement your household plan for power emergencies
- ▶ Be ready to initiate your plan for alternative operation of medical devices, if needed
- ▶ Turn off pool pumps
- ▶ Avoid charging EV, or charge overnight



## **RED ALERT** Controlled Outages in Progress

- ▶ Implement emergency preparedness measures, including plans for alternative operation of medical devices
- ▶ Turn off and unplug appliances, turn off HVAC and all lights but one
- ▶ Leave one light on to know when power is restored, then power equipment on one device at a time
- ▶ Keep refrigerator doors closed to extend the life of perishable food
- ▶ Monitor news sources for updates

**Motion to Approve:**

PC 598 (SU 019)

After conducting a public hearing on the request for a Specific Use Permit for the property at 890 Coronado Boulevard and receiving the Planning and Zoning Commission's recommendation, City Council has considered the request and moves to approve PC 598 and SU 019 and to grant a specific use permit to KMS Delivery, Inc. to allow a Commercial Off-Street Parking use for electric vehicle charging in a C2-Retail District at 890 Coronado Boulevard with the following conditions:

1. Adherence to the CPS Color-Coded Energy Conservation System with regard to charging of electric vehicles during Yellow, Orange, and Red alerts; and
2. Use of downward or shielded lot lighting to reduce the light pollution impact on nearby residential neighbors.

**ORDINANCE NO. 655-P-2024 (PC 598 SU 019)**  
(890 Coronado Boulevard)

**AN ORDINANCE APPROVING A SPECIFIC USE PERMIT TO KMS DELIVERY, INC. FOR A COMMERCIAL OFF-STREET PARKING USE IN A C2-RETAIL DISTRICT ON PROPERTY LOCATED AT 890 CORONADO BOULEVARD, UNIVERSAL CITY, TEXAS (CB 5047P BLK 1 LOT 7 CORONADO VILLAGE UT-8A); PROVIDING FOR NON- SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.**

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**WHEREAS**, in accordance with Section 4-5-54 of the Code of Ordinances, City Council may approve an application for a Specific Use Permit to provide some flexibility to traditional zoning by offering a mechanism to balance specific site constraints and development plans with the larger interest of the community and the integrity of the Zoning Ordinance; and

**WHEREAS**, as described in Section One of this Ordinance, an application has been made for a Specific Use Permit; and

**WHEREAS**, the Zoning Table of Uses authorizes City Council to issue the Specific Use Permit; and

**WHEREAS**, after proper delivery of notice, the Planning and Zoning Commission conducted a public hearing on the application for the Specific Use Permit on March 4, 2024; and

**WHEREAS**, at the conclusion of the public hearing, the Planning and Zoning Commission made a recommendation in favor of the application for the Specific Use Permit and made the findings required by Section 4-5-54 of the Code of Ordinances as follows:

- The proposed use is in accord with the objectives of these regulations and the purposes of the district in which the site is located.
- That the proposed use will comply with each of the applicable provisions of these regulations.
- That the proposed use and site development, together with any modifications applicable thereto, will be completely compatible with existing or permitted uses in the vicinity.
- That the conditions applicable to approval are the minimum necessary to minimize potentially unfavorable impacts on nearby uses and ensure compatibility with existing or permitted uses in the same district and the surrounding area, and that the prescribed zoning standards do not provide enough mitigation of the impacts identified, thus warranting stricter standards, if so recommended.
- The Commission has given due consideration to all technical information supplied by the applicant.
- That the proposed use, together with the conditions applicable thereto, will not be detrimental to the public health, safety or welfare or materially injurious to properties or improvements in the vicinity; and

**WHEREAS**, after proper publication of notice and receipt of the Planning and Zoning Commission's recommendation, City Council conducted a public hearing on the application for the Specific Use Permit on March 19, 2024; and

**WHEREAS**, after conducting a public hearing on the matter wherein the testimony and comments of members of the public were received, City Council made the findings required by Section 4-5-54 of the City Code as set out infra.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF UNIVERSAL CITY, TEXAS:**

**SECTION 1.** The recitals set out above are adopted herein for all purposes.

**SECTION 2.** The application for a Specific Use Permit by KMS Delivery, Inc. for a Commercial Off-Street Parking use in a C2-Retail District on property located at 890 Coronado Boulevard, Universal City, Texas (CB 5047P BLK 1 LOT 7 CORONADO VILLAGE UT-8A), is hereby approved, subject to the conditions set out in Section 3.

**SECTION 3.** Pursuant to Section 4-5-54 (entitled “Specific Use Regulations”) of Code of Ordinances, the following conditions are imposed:

1. Adherence to the CPS Color-Coded Energy Conservation System with regard to charging of electric vehicles during Yellow, Orange, and Red alerts; and
2. Use of downward or shielded lot lighting to reduce the light pollution impact on nearby residential neighbors.

**SECTION 4.** All provisions of the Code of Ordinances of the City of Universal City not herein amended or repealed shall remain in full force and effect.

**SECTION 5.** All other ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent that they are in conflict.

**SECTION 6.** This ordinance is not severable.

**SECTION 7.** This ordinance will take effect upon its passage, approval and publication as provided by law.

**PASSED, on first reading** by the City Council of the City of Universal City on this the 19<sup>TH</sup> day of MARCH 2024.

**PASSED AND APPROVED, on second reading** by the City Council of the City of Universal City on this the 2<sup>ND</sup> day of APRIL 2024.

CITY OF UNIVERSAL CITY, TEXAS

APPROVED:

\_\_\_\_\_  
John Williams, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Maribel Garcia, Deputy City Clerk

\_\_\_\_\_  
Megan R. Santee, City Attorney  
Denton Navarro Rodriguez Bernal Santee & Zech, P.C.

CITY OF UNIVERSAL CITY

ITEM 6(c)  
ITEM 9: TAB H

Date: 3/11/2024

**TO:** City Council

**FROM:** Kim M. Turner, City Manager

**SUBJECT: Public Hearing:** P.C. 601 (SU 022)— A request for a **Specific Use Permit** at 1202 Pat Booker Road (CB 5053 P-24A & 6 INCH STRIP OFF NW SIDE OF P-25 ABS 745) to allow a Professional Office use (engineering office) in the C2-Retail District, per zoning ordinance 581.

**SUBJECT: Ordinance No. 655-Q-2024**— A **Specific Use Permit** at 1202 Pat Booker Road (CB 5053 P-24A & 6 INCH STRIP OFF NW SIDE OF P-25 ABS 745) to allow a Professional Office use (engineering office) in the C2-Retail District, per zoning ordinance 581.

**Historical Background**

The multi-tenant commercial building on the property is approximately 1,624 square feet. Millennium Engineers Group, Inc. (MEG), the applicant, is proposing to locate their administrative offices in the entire building. The Zoning Code allows Professional Office uses in the C2-Retail District as a Specific Use. The Council is reminded that the SUP would apply only to the user at 1202 Pat Booker Road.

Seventeen (17) notices were sent out to surrounding property owners; none were returned. No one other than the prospective tenant spoke “for” or “against” the proposed SUP at the Planning & Zoning Public Hearings. The members of the Planning & Zoning Commission unanimously approved the SUP and forwarded the SUP request to City Council for its final determination.

**Action Requested**

City Council will need to conduct a **Public Hearing** on the SUP and then make a final consideration on the **SUP Ordinance: Ord 655-Q-2024**, attached. Per the City Charter, an Ordinance will require two readings.

**Procurement Methodology**

This is a zoning procedure only and requires no procurement by the City.

**Source and Amount of Funding**

This is a zoning procedure only and requires no funding by the City.

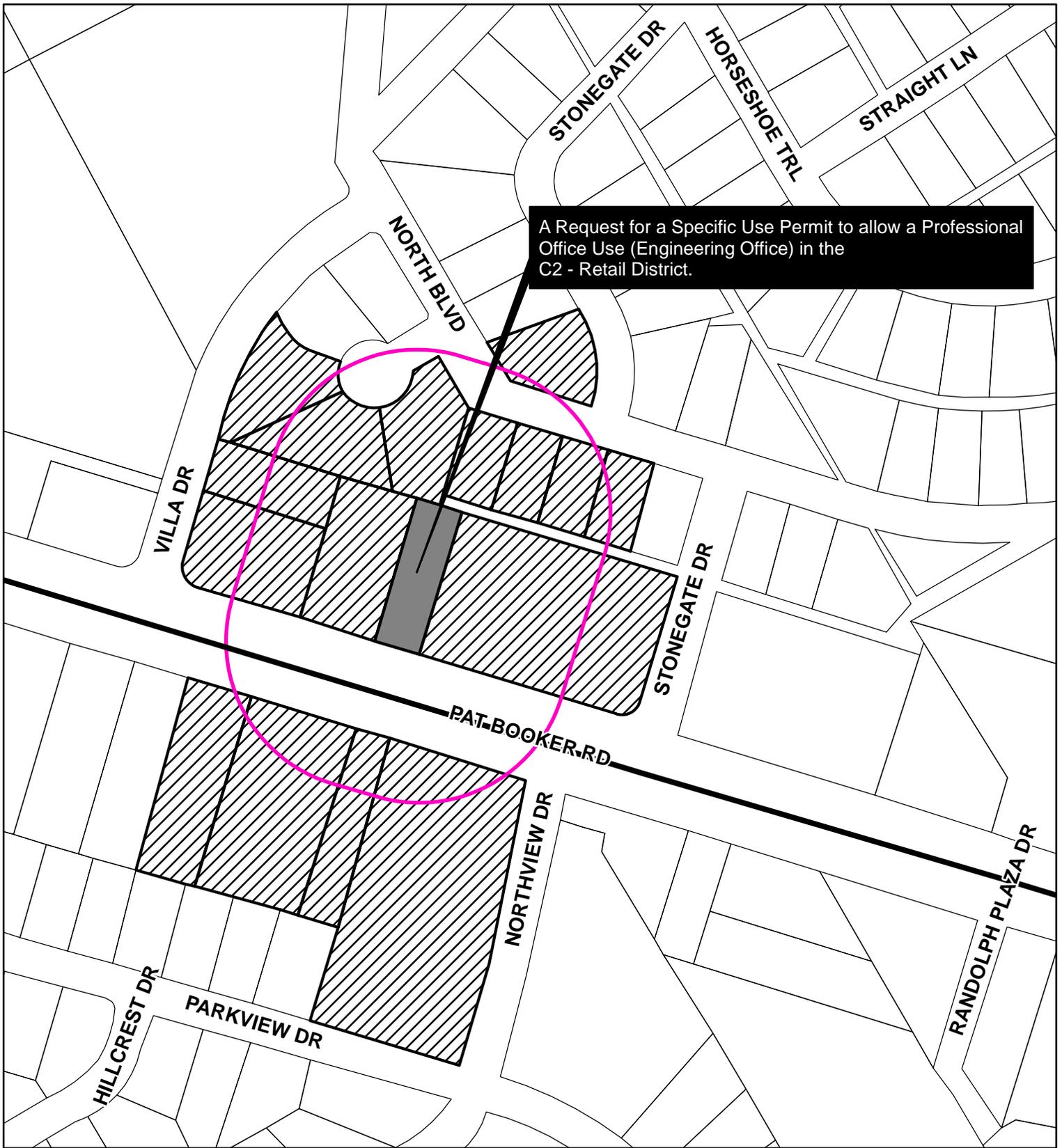
**Staff Recommendation**

Staff recommends approval of the SUP for a Professional Office at 1202 Pat Booker Road. The older building will be hard-pressed to find a pure retail user in today’s changing market. An engineering office for a growing firm would be a welcome addition to the community.

# 1202 Pat Booker Road

## Aerial Map

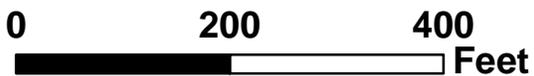




A Request for a Specific Use Permit to allow a Professional Office Use (Engineering Office) in the C2 - Retail District.

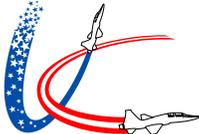
**PC 601 SU 022**  
**1202 PAT BOOKER RD**

**Date Prepared: Friday, Feb. 16, 2024**



**Legend**

-  200 Ft Buffer
-  Affected Parcels

**UNIVERSAL CITY**  
*Gateway to Randolph AFB* EST. 1967

**The City of Universal City**  
 Texas  
 2150 Universal City Blvd  
 Universal City, TX 78148



Use	C1	C2	C3	C4	C5
Establishments primarily engaged in the provision of informational, instructional, personal improvement and similar services of a nonprofessional nature. Typical uses include photography studios, driving schools, health or physical fitness studios, reducing salons, dance studios, handicraft and hobby instruction.					
Personal services.	P	P	P	-	P
Establishments or places of business primarily engaged in the provision of frequently or recurrently needed services of a personal nature. Typical uses include beauty and barber shops, seamstress, tailor, shoe repair shops and self-service laundry or self-service apparel cleaning services.					
Professional office.	P	S	P	P	P
A use providing professional or consulting services in the fields of law, architecture, design, engineering, accounting and similar professions.					
Restaurant—Convenience.	P	P	P	-	P
A use engaged in the preparation and retail sale of food and beverages (excluding alcoholic beverages), for on-premises consumption only. Typical uses include soda fountains, ice cream parlors, sandwich shops and coffee shops.					
Restaurant—General.	S	P	P	-	P
A use engaged in the preparation and retail sale of food and beverages, including sale of alcoholic beverages when conducted as an accessory or secondary feature and producing less than fifty (50) percent of the gross income. A general restaurant may include live entertainment. Typical uses include restaurants, both full service and fast food, coffee shops, dinner houses and similar establishments with incidental alcoholic beverage service.					
Veterinary services.	S	-	P	P	-
Veterinary service for all animals. Typical uses include animal clinics and hospitals. Veterinary services shall not include the boarding of large animals.					
Hotel-motel.	-	S	P	-	P
Lodging services involving the provision of room and/or board. Typical uses include hotels and motels.					
Local convenience store.	S	P	P	S	P

**Motion to Approve:**

PC 601 (SU 022)

After conducting a public hearing on the request for a Specific Use Permit for the property at 1202 Pat Booker Road and receiving the Planning and Zoning Commission's recommendation, City Council has considered the request and moves to approve PC 601 and SU 022 and to grant a specific use permit to Millenium Engineers Group, Inc. to allow a Professional Office use in the form of an engineering office at 1202 Pat Booker Road.

**ORDINANCE NO. 655-Q-2024 (PC 601 SU 022)**  
(1202 Pat Booker Road)

**AN ORDINANCE APPROVING A SPECIFIC USE PERMIT TO MILLENIUM ENGINEERS GROUP, INC. FOR A PROFESSIONAL OFFICE USE IN A C2-RETAIL DISTRICT ON PROPERTY LOCATED AT 1202 PAT BOOKER ROAD, UNIVERSAL CITY, TEXAS (CB 5053 P-24A & 6 INCH STRIP OFF NW SIDE OF P-25 ABS 745); PROVIDING FOR NON-SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.**

---

**WHEREAS**, in accordance with Section 4-5-54 of the Code of Ordinances, City Council may approve an application for a Specific Use Permit to provide some flexibility to traditional zoning by offering a mechanism to balance specific site constraints and development plans with the larger interest of the community and the integrity of the Zoning Ordinance; and

**WHEREAS**, as described in Section One of this Ordinance, an application has been made for a Specific Use Permit; and

**WHEREAS**, the Zoning Table of Uses authorizes City Council to issue the Specific Use Permit; and

**WHEREAS**, after proper delivery of notice, the Planning and Zoning Commission conducted a public hearing on the application for the Specific Use Permit on March 4, 2024; and

**WHEREAS**, at the conclusion of the public hearing, the Planning and Zoning Commission made a recommendation in favor of the application for the Specific Use Permit and made the findings required by Section 4-5-54 of the Code of Ordinances as follows:

- The proposed use is in accord with the objectives of these regulations and the purposes of the district in which the site is located.
- That the proposed use will comply with each of the applicable provisions of these regulations.
- That the proposed use and site development, together with any modifications applicable thereto, will be completely compatible with existing or permitted uses in the vicinity.
- That the conditions applicable to approval are the minimum necessary to minimize potentially unfavorable impacts on nearby uses and ensure compatibility with existing or permitted uses in the same district and the surrounding area, and that the prescribed zoning standards do not provide enough mitigation of the impacts identified, thus warranting stricter standards, if so recommended.
- The Commission has given due consideration to all technical information supplied by the applicant.
- That the proposed use, together with the conditions applicable thereto, will not be detrimental to the public health, safety or welfare or materially injurious to properties or improvements in the vicinity; and

**WHEREAS**, after proper publication of notice and receipt of the Planning and Zoning Commission’s recommendation, City Council conducted a public hearing on the application for the Specific Use Permit on March 19, 2024; and

**WHEREAS**, after conducting a public hearing on the matter wherein the testimony and comments of members of the public were received, City Council made the findings required by Section 4-5-54 of the City Code as set out infra.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF UNIVERSAL CITY, TEXAS:**

**SECTION 1.** The recitals set out above are adopted herein for all purposes.

**SECTION 2.** The application for a Specific Use Permit by Millenium Engineers Group, Inc. for a Professional Office use in a C2-Retail District on property located at 1202 Pat Booker Road, Universal City, Texas (CB 5053 P-24A & 6 INCH STRIP OFF NW SIDE OF P-25 ABS 745), is hereby approved, subject to the conditions set out in Section 3.

**SECTION 3.** Pursuant to Section 4-5-54 (entitled “Specific Use Regulations”) of

Code of Ordinances, the following conditions are imposed:

No conditions are imposed.

**SECTION 4.** All provisions of the Code of Ordinances of the City of Universal City not herein amended or repealed shall remain in full force and effect.

**SECTION 5.** All other ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent that they are in conflict.

**SECTION 6.** This ordinance is not severable.

**SECTION 7.** This ordinance will take effect upon its passage, approval and publication as provided by law.

**PASSED, on first reading** by the City Council of the City of Universal City on this the 19<sup>TH</sup> day of MARCH 2024.

**PASSED AND APPROVED, on second reading** by the City Council of the City of Universal City on this the 2<sup>ND</sup> day of APRIL 2024.

CITY OF UNIVERSAL CITY, TEXAS

APPROVED:

\_\_\_\_\_  
John Williams, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Maribel Garcia, Deputy City Clerk

\_\_\_\_\_  
Megan R. Santee, City Attorney  
Denton Navarro Rodriguez Bernal Santee & Zech, P.C.

**MINUTES**  
**CITY COUNCIL OF THE CITY OF UNIVERSAL CITY, TEXAS**  
 Regular Meeting, Wednesday, 20 February 2024

**1. CALL ORDER:** Mayor John Williams at 6:30 P.M.

**2. QUORUM CHECK and VOTE TO CONSIDER THE EXCUSE OF ABSENT MEMBERS (if applicable):**

Maribel Garcia, Deputy City Clerk

**Present:**

Mayor John Williams  
 Councilmember Ashton Bulman  
 Councilmember Christina Fitzpatrick  
 Councilmember Paul Najarian  
 Councilmember Phil Vaughan

**Staff Present:**

Kim Turner, City Manager  
 Megan Santee, City Attorney  
 Michael Cassata, Development Services Director  
 Randy Luensmann, Public Works Director  
 Maribel Garcia, Deputy City Clerk

**Absent:**

Mayor Pro Tem Bear Goolsby  
 Councilmember Steven Buck

Mayor Williams noted a quorum was present.

Mayor Williams noted a quorum was present and explained that Councilmember Buck was on a military duty trip and Mayor Pro Tem Goolsby was ill.

Councilmember Najarian moved to excuse the absences. Councilmember Fitzpatrick seconded the motion.

**Vote: Yeas: Najarian, Fitzpatrick, Bulman, Vaughan**  
**Nays: None**

**Motion to approve carried.**

**3. INVOCATION and PLEDGE OF ALLEGIANCE:**

Councilmember Vaughan gave the invocation. Mayor Williams led the Pledge of Allegiance to the United States and Texas flags.

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

**a. CITY MANAGER’S REPORT:** None.

**b. STAFF REPORT:**

**1. ORR Report.** Ms. Garcia reported FY 2023 and the first quarter (Q1) of FY 2024 Open Records Requests (ORRs). She announced that FY 2023 resulted in a 94% increase in ORRs since FY 2022 and a 512% increase since FY 2018. While the amount of ORRs and amount of time fulfilling them had increased since FY 2022, the average amount of time spent per request decreased. Regarding Q1, Ms. Garcia reported a total of 261 requests made with approximately 96 hours spent fulfilling requests.

**5. CITIZENS TO BE HEARD:**

- Bernie Rubal, 635 Balboa, expressed concern regarding the exemption to competitive bidding included in the Purchase Policy on the Consent Agenda. He felt the need for more stringent requirements including providing a Statement of Work prior to authorization of the exemption. He advocated for ethical consideration when exempting large sole source contracts from bidding only because they are sole source. He added Council should request ample time to consider contracts prior to their renewal. He used the current Waste Management contract as an example for all points.
- Michael Voeller, 210 E. Aviation Blvd., co-owner of Gather Brewing Co. (Gather), shared his business's need for more public parking. He said small businesses are the foundation of growth in small cities and emphasized their appreciation for being in Universal City. He also shared that Gather employed many Universal City residents.
- Rachel Voeller, 210 E. Aviation Blvd., co-owner of Gather, listed Gather's community contributions including jobs, donations, and taxes. She reported Gather's high attendance from all over and emphasized parking needs for larger events and day-to-day operations. She discussed the negative impacts of lacking parking. She echoed comments made by Mr. Voeller and asked Council to consider a crosswalk from the lot to Gather considering increased traffic along Aviation Blvd.
- Ginny Comstock, 210 E. Aviation Blvd., employee and events coordinator at Gather, reiterated the two speakers before her. She noted Gather rented a business's lot nearby, but that the option is not always available. She elaborated on alternatives guests are forced to use to park. She reiterated notes on the business's growth and echoed the request for a crosswalk.
- Linda Sefton, 205 Trudy, expressed concern regarding Dr. Chichi Junda Woo appointment as Universal City's official health authority. She noted requirements for a public health authority, and discussed Dr. Woo's polarizing reputation. She commented on Dr. Woo's ideology, political history, inexperience in the field of public health, and failure to act as a State officer to enforce laws. She stated these factors lead to distrust by City residents and noted the City's voting history. She emphasized the need for trust in public health officials and asked Council to vote against Dr. Woo.
- John Heberling, 8434 Ulysses, commended UCPD for positive results on their racial profiling report. He expressed distaste for ad hominem attacks on social media against Councilmembers and asked those with membership in the cited Facebook group to defend colleagues from personal attacks.
- Laura Bennet, 487 Emelia, seconded Ms. Sefton's concerns. She shared her negative experience during mask mandates she could not medically follow; she attributed her experience to Dr. Woo. She emphasized her want to trust government again and the importance of 1<sup>st</sup> and 4<sup>th</sup> amendment autonomy rights and rights of expression. She indicated her distrust for Dr. Woo.

## **6. ANNOUNCEMENTS:**

### **a. CITY MANAGER'S ANNOUNCEMENTS:**

Mrs. Turner announced that Snowfest 2024 was a success despite the weather and thanked Staff, volunteers, and specifically thanked Mr. Luensmann and Regina Carmona for their and their Staff's work on the event.

### **b. MAYOR'S ANNOUNCEMENTS:**

Mayor Williams announced Council participation in the Month of the Military Child (April). He thanked and commended Public Works-Utilities Billing for contacting him when they noticed a leak through the smart meter. He complimented CPS for sealing tree trimming cuts as an oak wilt prevention measure when working. He recommended an article in the Gateway regarding oak wilt prevention. He announced the redesignation of the Air Education and Training Command as Airman Development Command (ADC). He complimented Staff for Snowfest and thanked volunteers and sponsors. He mentioned Walmart had a Universal City themed monopoly game and explained golf course rerouting due to drainage project construction.

**c. COUNCILMEMBERS' ANNOUNCEMENTS:**

Councilmember Vaughan received consensus to discuss financial transparency based on Texas Comptroller recommendations for what cities should publish on their website.

Councilmember Fitzpatrick thanked volunteers who participated in Snowfest despite the cold weather. She also reported Flashlight Night at the golf course was a success.

Councilmember Najarian echoed parking necessities at Gather. He thanked Mr. Heberling for his comments and stated he was not on the Facebook page he discussed. He noted Mary Eddy's (Parks Commissioner) recruitment of Air Force volunteers for Snowfest, and thanked coordinators of the event. He asked Council and residents to attend the Judson ISD bond meeting Friday, February 23<sup>rd</sup>. He announced the Citizen's Police Academy course starting March 21<sup>st</sup> and encouraged sign-ups.

Councilmember Bulman responded to Gather's support of the parking lot stating while she loves and supports Gather, she would vote in line with her fiscal conservatism. To Mr. Heberling, she stated she does not respond to comments on Facebook as personal practice considering the Public Information Act. She commended Snowfest and Flashlight Night.

**7. CONSENT AGENDA:**

Councilmember Najarian moved to approve the following Consent Agenda items:

- a) Consider the minutes of the Tuesday, 06 February 2024 Regular Meeting.
- b) Ordinance 544-A-2024: An ordinance approving, adopting, and renewing the Purchase Policy of the City of Universal City.

Councilmember Fitzpatrick seconded the motion.

**Vote: Yeas: Najarian, Fitzpatrick, Bulman, Vaughan**  
**Nays: None**  
**Motion to approve carried.**

**8. ACTION ITEMS:**

- B. Resolution 902-2024: A resolution of the City Council of Universal City, Texas to appoint Dr. Chichi Junda Woo as the official Health Authority for the City of Universal City; and setting an effective date.**

Mrs. Turner explained that the City assigns a Health Authority in accordance with State law. Many surrounding cities use the San Antonio Metropolitan Health District (SAMHD) as their Health Authority. She emphasized the limited scenarios in which Dr. Woo or the SAMHD would be given authority and emphasized this action provides a safety net to be able to use SAMHD for

guidance and resources in the case of a health emergency.

Councilmember Vaughan confirmed Council could not choose someone other than Dr. Woo if they wished to stay with SAMHD as the City's health district. It was explained that Dr. Woo is an employee of SAMHD and cities who chose the organization as their health district did not have a choice in hiring their Local Health Authority.

Councilmember Vaughan moved to table the item for further consideration after exploring alternatives. He explained he held similar concerns as those stated by citizens. Councilmember Bulman later seconded the motion.

Ms. Santee noted that, given the contract with SAMHD and that State law requires cities have a Health Authority, both would need to undergo several steps including legal review before options could be presented.

The Council discussed Dr. Woo's credentials and reputation. They voiced their wish to explore other options.

Councilmember Bulman confirmed that, in the case that the Resolution failed on a vote at this meeting, the City would be in violation of State law and in possible breach of contract with SAMHD. The City would need to supply an alternative that meets statutory requirements.

Mayor Williams reiterated Councilmember Vaughan's motion to table the item pending the presentation of alternatives, with Councilmember Bulman seconding the motion.

**Vote: Yeas: Vaughan, Bulman, Fitzpatrick, Najarian  
Nays: None**

**Motion to approve carried.**

- C. Resolution 969-2024-3: 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.**

Mrs. Turner gave background on the item including EDC proceedings for contract services and a bid for construction of the parking lot. The EDC unanimously approved to issue a low bid of \$102,197.10 to CemenTech Concrete Services at their last meeting.

Councilmember Bulman asked how temporary the parking lot would be.

Mrs. Turner explained the change from temporary to permanent all-weather surfacing. She clarified that initial temporary surfacing did not mean the parking lot would be temporary. She elaborated on the future of parking in the area and emphasized the disuse of this lot, the use of an unpaved lot as parking, and the benefit to several local businesses and nearby residents.

Councilmember Bulman confirmed that the City is planning for a striped crosswalk.

Councilmember Vaughan explained he would vote against the item due to his belief in the

prioritization of other projects.

Councilmember Najarian supported the item due to his observation of the negative effect on business that a lack of parking created. He wanted the City to show commitment to the Aviation District by investing in necessary infrastructure.

Councilmember Fitzpatrick clarified Aviation District stages of development. She echoed prior comments stating this project showed commitment to supporting businesses and the Aviation District Plan.

Councilmember Najarian moved to approve Resolution 969-2024-3. Councilmember Fitzpatrick seconded the motion.

**Vote: Yeas: Najarian, Fitzpatrick**

**Nays: Bulman, Vaughan**

**Mayor Williams broke the tie by voting Yea.** He felt that there was necessity for parking and that it would be important for the City's future.

**Motion to approve carried.**

**N. T. 1. Executive Session:**

- a) a) Pursuant to Texas Gov't Code Sec. 551.071(2) regarding consultation with attorneys in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with discussion in Open Session; consultation with City Attorney.
- b) Reconvene in Open Session and take action, if needed, on any item pertaining to or listed in the Executive Session section of this Agenda.

**Mayor Williams began the Closed Session at 8:01 P.M.**

Mayor Williams convened into Closed Session with present City Council Members, City Manager Kim Turner, and City Attorney Megan Santee.

**Mayor Williams and the City Council reconvened into Open Session at 8:05 P.M. No action was taken during the Closed Session.**

**9. ADJOURNMENT:** Mayor Williams adjourned the meeting at 8:06 P.M.

**APPROVED:**

\_\_\_\_\_  
John Williams, Mayor

**ATTEST:**

\_\_\_\_\_  
Maribel Garcia, Deputy City Clerk

## CITY OF UNIVERSAL CITY

Date: 2/20/2024

**TO:** City Council

**FROM:** Kim M. Turner, City Manager

**SUBJECT: Consider Resolution No. 969 2024-3: A City Council Resolution approving a UCEDC project related to construction of the Bowie Street Parking Lot at 119 E. Aviation Blvd.**

**Historical Background**

The EDC acquired 119 E. Aviation in 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).

On February 8, 2024, the EDC Board of Directors unanimously approved Resolution No. 2024-3 authorizing the project.

**Action Requested**

City Council consideration of Resolution No. 969 2024-3, approving the Bowie Street Parking Lot project, as approved by the UCEDC.

**Procurement Methodology**

The UCEDC acquired the property in 2022.

**Source and Amount of Funding**

The UCEDC included funding for construction of the Bowie Street Parking Lot project in its current budget. The project cost comes to \$102,197.10.

**Staff Recommendation**

Staff recommends approval of Resolution No. 969 2024-3 to further facilitate achieving the Aviation District Masterplan vision, as established by City Council. Specifically, additional public parking will provide much-needed overflow parking for nearby businesses.

CITY OF UNIVERSAL CITY  
Specifications  
And  
Bid Form

Description/Specifications: Bowie St. Parking Lot

BIDDER #1	BIDDER #2	BIDDER #3
Name <u>CemenTech Concrete Services</u>	Name <u>4B Paving, Inc.</u>	Name <u>Allbrite Construction</u>
Address <u>10650 Culebra Rd.</u> <u>San Antonio, Tx 78251</u>	Address <u>P.O. Box 1065</u> <u>Spring Branch, Tx 78070</u>	Address <u>10811 Iota Dr.</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: _____ _____ _____
------------------------------------------------------------	------------------------------------------------------------	------------------------------------------------------------

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>
-------------------------------------------------------------	-------------------------------------------------------------	------------------------------------------------------------

_____ (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.		<b>Standard light pole Base</b> Install concrete and reinforcement bars for base of light pole.		\$8,800.00
2.		<b>City Concrete Approach</b> 6" concrete approach with #4 rebar OC. 3000psi concrete with medium broom finish.		\$9,448.00
3.		<b>City sidewalk concrete flatwork</b> Install A2 flex base and 6 gauge Welded wire Mesh. Install 3000 psi concrete and leave medium broom finish		\$34,228.00
4.		<b>2" Asphalt type "D"</b> install, moisture condition and compact A2 flex base provided by Universal City. <del>See</del> 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
			<b>Total</b>	<b>\$102,197.10</b>

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](mailto: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.

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

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Authorized Agent

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Date

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Date

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

# CONSTRUCTION PLANS FOR BOWIE STREET PARKING LOT UNIVERSAL CITY, TEXAS

6S JOB NO. 2023-003-01

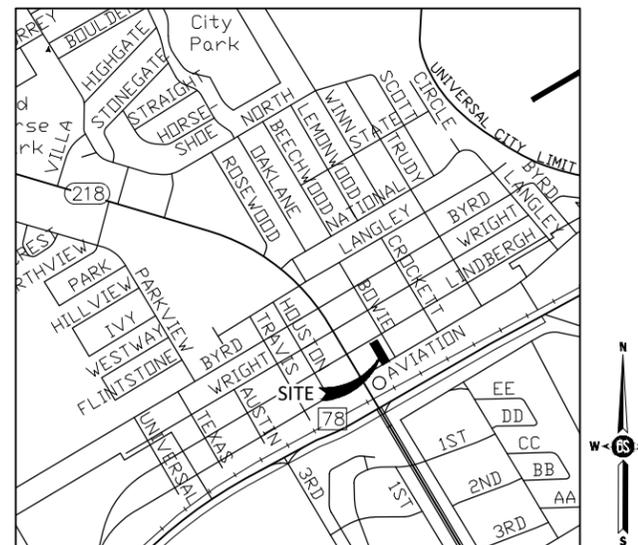
MAYOR  
JOHN WILLIAMS

MAYOR PRO-TEM  
RICHARD NEVILLE

COUNCILMEN  
BEAR GOOLSBY  
PAUL NAJARIAN  
STEVEN BUCK  
WILLIAM SHELBY  
PHIL VAUGHAN

CITY MANAGER  
KIM TURNER

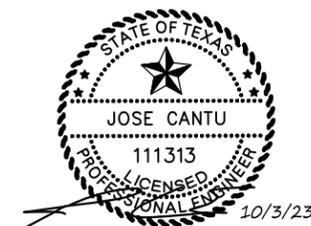
DIRECTOR OF PUBLIC WORKS  
RANDY LUENSMANN



LOCATION MAP  
N.T.S

## Sheet List Table

Sheet Number	Sheet Title
1	COVER SHEET
2	GENERAL NOTES
3	EXISTING DEMOLITION PLAN
4	SITE DIMENSION & UTILITY PLAN
5	SITE PARKING DETAILS
6	SITE GRADING
7	STORMWATER POLLUTION PREVENTION PLAN



8405 Coughran Rd.  
Pleasanton, Tx. 78064  
830.570.3220

**100% SUBMITTAL**

\\10.120.120.55\Files\Projects\2023\2023-003-01 - UC Bowie St Parking\410 DESIGN\050 CAD\Dwg\C-GEN NOTES.dwg [Layout1] Plotted Oct 19, 2023 at 5:27pm by JoseC (Last Saved by: Robert Defraitas)

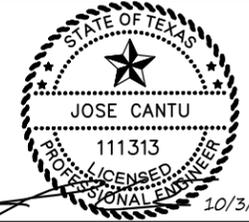
STREET GENERAL NOTES:

- ALL WORK IS TO BE INSTALLED IN ACCORDANCE WITH STANDARDS OF THE CITY OF UNIVERSAL CITY. MATERIALS AND CONSTRUCTION PROCEDURES WITHIN THE SCOPE OF THIS CONTRACT WILL CONFORM TO APPLICABLE CITY OF UNIVERSAL CITY SUBDIVISIONS REGULATIONS AND, STANDARD SPECIFICATIONS AND DETAILS.
- FOR ALL REFERENCES TO THE TEXAS DEPARTMENT OF TRANSPORTATION (TXDOT), THE CONTRACTOR SHALL SEE THEIR CURRENT STANDARD SPECIFICATIONS FOR CONSTRUCTION AND MAINTENANCE OF HIGHWAYS, STREETS, AND BRIDGES, WHICH IS ALSO LOCATED AT [WWW.TXDOT.GOV](http://WWW.TXDOT.GOV).
- ALL CONCRETE SHALL BE AS DETAILED ON THE PLAN SHEETS AND MEET MATERIAL REQUIREMENTS OF TXDOT ITEM 421, "HYDRAULIC CEMENT CONCRETE".
- ALL REINFORCING STEEL SHALL BE GRADE 60, MEET THE MATERIAL AND CONSTRUCTION REQUIREMENTS OF TXDOT ITEM 440, "REINFORCING STEEL", AND BE LISTED ON THE TXDOT APPROVED LIST OF SUPPLIERS WHICH IS LOCATED AT [WWW.TXDOT.GOV](http://WWW.TXDOT.GOV).
- CONCRETE CURING SHALL BE WITH AN IMPERVIOUS MEMBRANE APPLICATION AND SHALL MEET THE MATERIAL AND APPLICATION REQUIREMENTS OF THE CITY OF SAN ANTONIO "MEMBRANE CURING" AND BE LISTED ON THE TXDOT APPROVED LIST OF SUPPLIERS WHICH IS LOCATED AT [WWW.TXDOT.GOV](http://WWW.TXDOT.GOV). IN ADDITION TO THE CONTRACTOR APPLYING THE CURING COMPOUND THEY ARE TO INSTALL CONTRACTION/EXPANSION JOINTS ON CONCRETE WORK.
- ALL CONCRETE CONSTRUCTION AND FINISHING SHALL MEET THE REQUIREMENTS OF TXDOT ITEM 420 "CONCRETE STRUCTURES" FOR PUBLIC WORKS CONSTRUCTION.
- THE CONTRACTOR IS REQUIRED TO ATTEND A PRE-CONSTRUCTION CONFERENCE AND SHALL SCHEDULE IT WITH THE CITY PUBLIC WORKS DEPARTMENT (RANDY LUENSMANN AT (210) 658-5364) A MINIMUM OF ONE (1) WEEK PRIOR TO BEGINNING CONSTRUCTION.
- MANHOLES SHALL BE BROKEN BELOW THE FINISH GRADE LEVEL UNTIL THE BASE IS COMPLETED AND THEN RESTORED.
- THE ENGINEER WILL STAKE THE STREET ONE TIME ONLY AND FURNISH CUT SHEETS TO THE STREET CONTRACTOR; ANY CONSTRUCTION STAKES REMOVED OR DESTROYED BY THE CONTRACTOR OR HIS EMPLOYEES WILL BE REPLACED AT THE CONTRACTOR'S EXPENSE.
- AN INDEPENDENT TESTING LABORATORY APPROVED BY THE CITY OF UNIVERSAL CITY SHALL PERFORM ALL "FIELD AND LABORATORY TESTING". THE CITY REQUIRES ALL INSPECTION AND/OR TESTING FIRMS TO BE ACCREDITED, QUALIFIED, AND IN COMPLIANCE WITH THE REQUIREMENTS OF ASTM E329, "STANDARD SPECIFICATION FOR AGENCIES ENGAGED IN CONSTRUCTION INSPECTION AND/OR TESTING". FIRMS MUST PRESENT A COPY OF THEIR CURRENT, OFFICIAL ACCREDITATION BY THE AMERICAN ASSOCIATION FOR LABORATORY ACCREDITATION (A2LA) OR THE AMERICAN ASSOCIATION OF STATE HIGHWAY AND TRANSPORTATION OFFICIALS (AASHTO) AND CURRENT AMRL AND CCRL PROFICIENCY RESULTS. THE FIRMS SHALL BE ACCREDITED IN ALL MATERIAL TEST PROCEDURES REQUIRED TO BE PERFORMED FOR EACH PROJECT.
- THE CITY SHALL PAY ALL TESTING FOR PUBLIC WORKS PROJECTS UNLESS OTHERWISE AGREED UPON AND APPROVED BY THE CITY. FOR NON- PUBLIC WORKS PROJECTS OR PRIVATE DEVELOPMENTS, THE CONTRACTOR SHALL PAY ALL COSTS OF TESTING. THE FOLLOWING TEST SCHEDULE SHALL BE ADHERED TO:
  - ALL IMPORT FILL PLACED IN THE STREET'S SUBGRADE SHALL BE SELECT MATERIAL, WITH A PLASTICITY INDEX LESS THAN FIFTEEN (15), AND COMPACTED IN MAXIMUM EIGHT (8) INCH LIFTS TO 98% DENSITY OF TXDOT'S TEST METHOD TEX 113-E. PROVIDE TESTING ON EACH EIGHT (8) INCH COMPACTED LIFT. SUBGRADE MOISTURE DENSITY TESTING SHALL BE AT THE MINIMUM FREQUENCY OF THREE (3) PER BLOCK AND SHALL NOT TO EXCEED FIVE HUNDRED (500) FOOT SPACING.
  - THE RATE OF LIME TREATED/STABILIZED OF THE SUBGRADE SHALL REDUCE THE PLASTICITY INDEX TO 20 OR LESS OR IN ACCORDANCE WITH THE GEOTECHNICAL RECOMMENDATIONS AND SHALL BE CONSTRUCTED IN ACCORDANCE WITH TXDOT ITEM 260, LIME TREATMENT (ROAD-MIXED).
  - FLEXIBLE BASE TESTING SHALL INCLUDE - P.I., L.L., GRADATION, AND WET BALL MILL OF MATERIAL SHALL BE TESTED UPON DELIVERY TO THE PROJECT AND AS DIRECTED BY THE CITY. MOISTURE DENSITY TESTING SHALL BE AT THE MINIMUM RATE OF THREE (3) PER BLOCK AND SHALL NOT TO EXCEED FIVE HUNDRED (500) FOOT SPACING. THE QUALITY CONTROL TEST ON THE MATERIALS SHALL BE PERFORMED BY THE CONTRACTOR'S CITY APPROVED TESTING FIRM. IN-PLACE DENSITY SHALL MEET THE REQUIREMENTS DETAILED IN THE CITY'S SUBDIVISION REGULATIONS.
  - HOT AND WARM MIX ASPHALTIC CONCRETE (HMAC/WMAC) DENSITY - IN PLACE DENSITY TESTING SHALL RESULT BETWEEN 92% AND 97% OF THE MAXIMUM THEORETICAL GRAVITY PER TEX 207-F. A SET OF TWO (2) CORES SHALL BE RANDOMLY SAMPLED AT A DISTANCE NOT TO EXCEED FIVE HUNDRED (500) FOOT SPACING PER BLOCK. ALL QUALITY CONTROL NUCLEAR TESTING OF THE IN-PLACE HMAC/WMAC IS FOR QUALITY CONTROL INFORMATION ONLY. THE HMAC/WMAC THICKNESS IS REQUIRED TO BE MEASURED BY CORE. FIELD QUALITY CONTROL PERSONNEL SHALL BE TXDOT LEVEL IB CERTIFIED AND BE PRESENT AT START AND THROUGH THE DURATION OF THE PLACEMENT OPERATIONS OF THE HMAC/WMAC TO DOCUMENT DENSITY, THICKNESS, AND COMPACTION AND PLACEMENT OPERATIONS. THE CITY WILL DETERMINE THE REMOVAL AND REPLACEMENT OF ALL FAILED PRODUCTION AND PLACEMENT HMAC/WMAC TEST RESULTS.
  - RECYCLED ASPHALT SHINGLES (RAS) SHALL NOT BE USED IN ANY HMAC OR WMAC MIXES.
  - CONCRETE STRUCTURES - A MINIMUM OF ONE (1) SET OF COMPRESSIVE CONCRETE STRENGTH TEST OF 4, SIX (6) INCH DIAMETER CYLINDERS EACH WILL BE TESTED PER EACH STRUCTURE AND THE FREQUENCY SHALL BE NO LESS THAN ONE (1) SET PER SIXTY (60) CUBIC YARDS OF CONCRETE PLACED AND AT LEAST ONE (1) SET PER DAY.
  - CONCRETE CURB AND SIDEWALK - PROVIDE ONE (1) SET OF FOUR (4), SIX (6) INCH DIAMETER CYLINDERS PER EACH 500 LINEAR FEET OF CURB AND/OR SIDEWALK AND AT LEAST ONE (1) SET PER DAY.
  - THE CONTRACTOR SHALL SUBMIT CONCRETE, WMAC, AND HMAC DESIGNS A MINIMUM OF 2 WEEKS PRIOR TO THE PLACEMENT OF THE MATERIAL.
- ALL SUBGRADE AND FLEXIBLE BASE MATERIALS SHALL BE PROOF ROLLED WITH A HEAVY PNEUMATIC ROLLER (MINIMUM 25 TONS) IN CONFORMANCE WITH TXDOT ITEM 216, "PROOF ROLLING" AND COMPACTED TO THE DENSITY REQUIREMENT SHOWN IN THE CITY OF UC ITEM 200, "FLEXIBLE BASE". TESTS FOR DENSITY WILL BE PERFORMED WITHIN TWENTY-FOUR (24) HOURS AFTER COMPACTION OPERATIONS ARE COMPLETED. IF THE MATERIAL FAILS TO MEET THE DENSITY SPECIFIED, IT SHALL BE REWORKED AS NECESSARY TO OBTAIN THE DENSITY REQUIRED. THE CONTRACTOR SHALL MAINTAIN A MOIST BASE SURFACE AFTER IT HAS BEEN TESTED UNTIL THE NEXT PAVEMENT LAYER IS CONSTRUCTED. SOFT AND YIELDING AREAS DISCOVERED SHALL BE CORRECTED BY THE CONTRACTOR AT THEIR EXPENSE.
- SURFACE STRUCTURES SUCH AS MAILBOXES, STREET SIGNS, FENCES, DRIVEWAYS, SIDEWALKS, LANDSCAPING, CONCRETE ISLANDS, CURBS OR CONCRETE DRIVEWAYS, ETC., VISIBLE AT THE TIME OF THE SURVEY ARE SHOWN ON THE PLANS. IT IS THE CONTRACTOR'S RESPONSIBILITY TO SAFEGUARD AND MAINTAIN ANY AND ALL SURFACE STRUCTURES DURING THE COURSE OF WORK AND TO REPLACE OR REPAIR THOSE ITEMS WHICH ARE DAMAGED BY THE CONTRACTOR WITH LIKE OR BETTER QUALITY AND SHALL BE RESPONSIBLE FOR RESTORING TO ITS ORIGINAL OR BETTER CONDITION (NO SEPARATE PAY ITEM).
- LOCATIONS AND DEPTHS OF EXISTING UTILITIES SHOWN ON THE PLANS ARE UNDERSTOOD TO BE APPROXIMATE. ACTUAL LOCATIONS MUST BE FIELD VERIFIED BY THE CONTRACTOR AT LEAST 48 HOURS PRIOR TO CONSTRUCTION. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO LOCATE ALL UTILITIES, PROTECT THEM DURING CONSTRUCTION AND REPAIR ANY DAMAGE TO OTHER UTILITIES AT NO COST TO THE CITY OF UNIVERSAL CITY.
- IT IS THE CONTRACTOR'S RESPONSIBILITY TO SEE THAT ALL SIGNS AND BARRICADES ARE PROPERLY INSTALLED AND MAINTAINED. ALL LOCATIONS AND DISTANCES WILL BE DECIDED UPON IN THE FIELD BY THE CONTRACTOR, USING THE TEXAS MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES. THE CITY'S CONSTRUCTION INSPECTOR/TRAFFIC ENGINEERING REPRESENTATIVE WILL ONLY BE RESPONSIBLE TO INSPECT BARRICADES AND SIGNS. IF IN THE OPINION OF THE TRAFFIC ENGINEERING REPRESENTATIVE/ CONSTRUCTION INSPECTOR, THE TRAFFIC CONTROL DEVICES DO NOT CONFORM TO ESTABLISHED STANDARDS, ARE INCORRECTLY PLACED OR INSUFFICIENT IN QUANTITY TO PROTECT THE TRAVELING GENERAL PUBLIC, THE CONSTRUCTION INSPECTOR WILL HAVE THE OPTION OF STOPPING THE OPERATIONS UNTIL SUCH TIME AS THE CONDITIONS ARE CORRECTED AT NO EXPENSE TO THE CITY OF UNIVERSAL CITY.
- CITY TO FURNISH AND INSTALL STREET NAME SIGNS, STOP SIGNS, SPEED LIMIT, YIELD SIGNS, ETC. DEVELOPER SHALL REIMBURSE CITY FOR MATERIAL AND LABOR COSTS.
- THE STREET CONTRACTOR IS REQUIRED TO ADJUST ALL EXISTING MANHOLES (SEE "ADJUSTING EXISTING MANHOLES" OF THE SPECIFICATION) AND WATER VALVES TO MATCH THE GRADE OF THE STREET SECTION OR THE ELEVATION SPECIFIED ON THE PLANS OR AS DIRECTED BY THE ENGINEER.

- DUE TO FEDERAL REGULATIONS TITLE 49, PART 192.181 ACCESS TO GAS VALVES MUST BE MAINTAINED AT ALL TIMES. THE CONTRACTOR MUST PROTECT AND WORK AROUND ANY GAS VALVES THAT ARE IN THE PROJECT AREA.
- CONTRACTOR SHALL VERIFY THE EXACT LOCATION OF UNDERGROUND UTILITIES AND OTHER UNDERGROUND STRUCTURES WHETHER SHOWN ON THE PLANS OR NOT. CONTRACTOR WILL NOTIFY ALL UTILITY COMPANIES AT LEAST 72 HOURS PRIOR TO EXCAVATION.
 

CITY OF UNIVERSAL CITY	(210) 658-5364
WATER AND SANITARY SEWER	(210) 658-5365
STORM DRAIN	(210) 658-5364
DIG TESS	1-800-344-8377
TEXAS STATE WIDE ONE CALL LOCATORS	1-800-545-6005 OR 811 COSA
TRAFFIC SIGNAL OPERATIONS	210-207-7720
CITY PUBLIC SERVICE (ELECTRIC AND GAS)	
TIME WARNER CABLE	
AT&T MCI	
VERIZON	
- CONCRETE CURB SHALL BE CONSTRUCTED WITH A MAXIMUM OF EIGHTY (80) FEET BETWEEN EXPANSION JOINTS AND MARKED AT TEN (10) FOOT INTERVALS WITH APPROVED STEEL MARKING TOOLS. EXPANSION JOINTS SHALL BE PLACED AT THE BEGINNING OF ALL RADII AND AT A MAXIMUM OF EIGHTY (80) FOOT INTERVALS AS DIRECTED BY THE ENGINEER.
- THE CONTRACTOR SHALL NOTIFY THE CITY PUBLIC WORKS DEPARTMENT (PUBLIC WORKS DIRECTOR OR HIS AUTHORIZED REPRESENTATIVE AT 658- 5364) PRIOR TO PLACING BACKFILL OR CONCRETE AND PRIOR TO ANY TESTING. CONTRACTOR SHALL REQUEST INSPECTIONS A MINIMUM OF 24 HOURS IN ADVANCE. NO INSPECTIONS ARE AVAILABLE BETWEEN 12:00 P.M. AND 1:00 P.M. OR AFTER 4:00 P.M. DAILY, ON WEEKENDS, OR ON CITY HOLIDAYS.
- CONCRETE SIDEWALKS SHALL HAVE TOOLED WEAKENED PLANE JOINTS EVERY FOUR (4) FEET AND DOWELED EXPANSION JOINT WITH ONE QUARTER INCH (¼) BITUMASTIC MATERIAL SEVENTY FIVE FEET (75) ON CENTER AND ABUTTING EXISTING STRUCTURES.
- ALL WORKMANSHIP AND MATERIAL SHALL CONFORM TO THE CITY OF UNIVERSAL CITY ORDINANCES FOR PUBLIC WORKS CONSTRUCTION AND TXDOT ITEMS 5 AND 6.
- CONTRACTOR SHALL INSTALL CURB FOR HANDICAP RAMPS AS SHOWN ON THE PLANS AND ADA STANDARD PLAN SHEETS.
- CONTRACTOR SHALL PROVIDE BRASS KEYS TO BE USED TO OPEN LOCKING MANHOLE COVERS ON DRAINAGE STRUCTURES DURING PRELIMINARY INSPECTION FOR ACCEPTANCE OF PROJECT.
- ALL TRENCHES PART OF A ROADWAY RECONSTRUCTION OR PROPOSED ROADWAY PROJECT ARE TO BE BACKFILLED AND COMPACTED AS NOTED IN UNIVERSAL CITY STANDARD SPECIFICATIONS AND STANDARD DRAWINGS.
- WHEN UNDER PAVEMENT, ALL UTILITY TRENCHES NOT PART OF A ROADWAY RECONSTRUCTION OR PROPOSED ROADWAY PROJECT ARE TO BE BACKFILLED WITH FLOWABLE FILL FOR THE SECONDARY BACKFILL UP TO THE BOTTOM OF THE BASE MATERIAL GRADE, UNLESS OTHERWISE DIRECTED BY THE CITY. MATCH EXISTING PAVEMENT TYPE, REINFORCEMENT (FOR CONCRETE PAVEMENTS), AND THICKNESS.
- REMOVE EXISTING CURB ON ALL NEW DRIVEWAYS AND PLACE THE COMPLETE PAVEMENT THICKNESS WITH A MINIMUM OF FIVE (5) INCHES THICKNESS ON RESIDENTIAL AND SIX (6) INCHES MINIMUM ON COMMERCIAL; DEPENDING ON TRAFFIC WEIGHT.
- CONCRETE PLACED IN NEW DRIVEWAYS INCLUDING ALLEY'S SHALL MEET A MINIMUM 3,000 PSI COMPRESSIVE STRENGTH AT 28 DAYS.
- EXCESS MATERIAL IS TO BE DISPOSED OF AS DIRECTED BY THE ENGINEER. NO EXCESS MATERIAL SHALL BE DUMPED OR ALLOWED TO ENTER ANY WATERWAY, CULVERT OR OTHER DRAINAGE STRUCTURE. THE CONTRACTOR SHALL NOT PLACE ANY MATERIAL IN THE 100-YEAR FLOODPLAIN WITHOUT OBTAINING AN APPROVED FLOOD PLAIN PERMIT.
- ANY WORK COMPLETED WITHOUT PRIOR AUTHORIZATION WHETHER INCLUDED IN THE PLANS AND SPECIFICATIONS OR NOT, SHALL NOT BE COMPENSATED BY THE CITY OF UNIVERSAL CITY.
- IF THE STREET HAS BEEN CONSTRUCTED AND ACCEPTED, ANY NEW OPEN CUT UTILITY TRENCHES SHALL USE FLOWABLE FILL CONSTRUCTED TO THE BOTTOM OF THE SURFACE LAYER. NO OPEN CUT TRENCHES WILL BE ALLOWED ON ANY STREET LESS THAN TWO (2) YEARS OF AGE. IF THE OPEN CUT TRENCH IS REQUIRED AND APPROVED, THE UTILITY ENTITY WILL MILL AND OVERLAY THE ENTIRE STREET BLOCK AS DIRECTED BY THE ENGINEER.
- ALL UTILITY INSTALLATIONS PLANNED FOR A DEVELOPMENT WILL REQUIRE PROGRESS MEETINGS WITH THE CITY OF UC STAFF THROUGHOUT THE DESIGN OF THE UTILITY PLANS. UPON SUBMITTAL OF THE FINAL ROADWAY DESIGN PLANS, THE UTILITY COMPANY MUST SUBMIT THEIR SET OF PLANS AND THE PRIME CONSULTING FIRM WILL CREATE A MASTER UTILITY SHEET(S) COORDINATING THE HORIZONTAL AND VERTICAL ALIGNMENTS AND ANY JOINT VENTURES.
- ALL UTILITY COMPANIES ARE REQUIRED TO SUBMIT A LETTER STATING THEY HAVE COMPLETED ONE HUNDRED (100) PERCENT INSTALLATION OF THEIR SYSTEM PRIOR TO THE PRIME CONTRACTOR'S PLACEMENT OF THE FINAL PAVEMENT'S SURFACE COURSE.

REVISIONS	
DATE	NO.

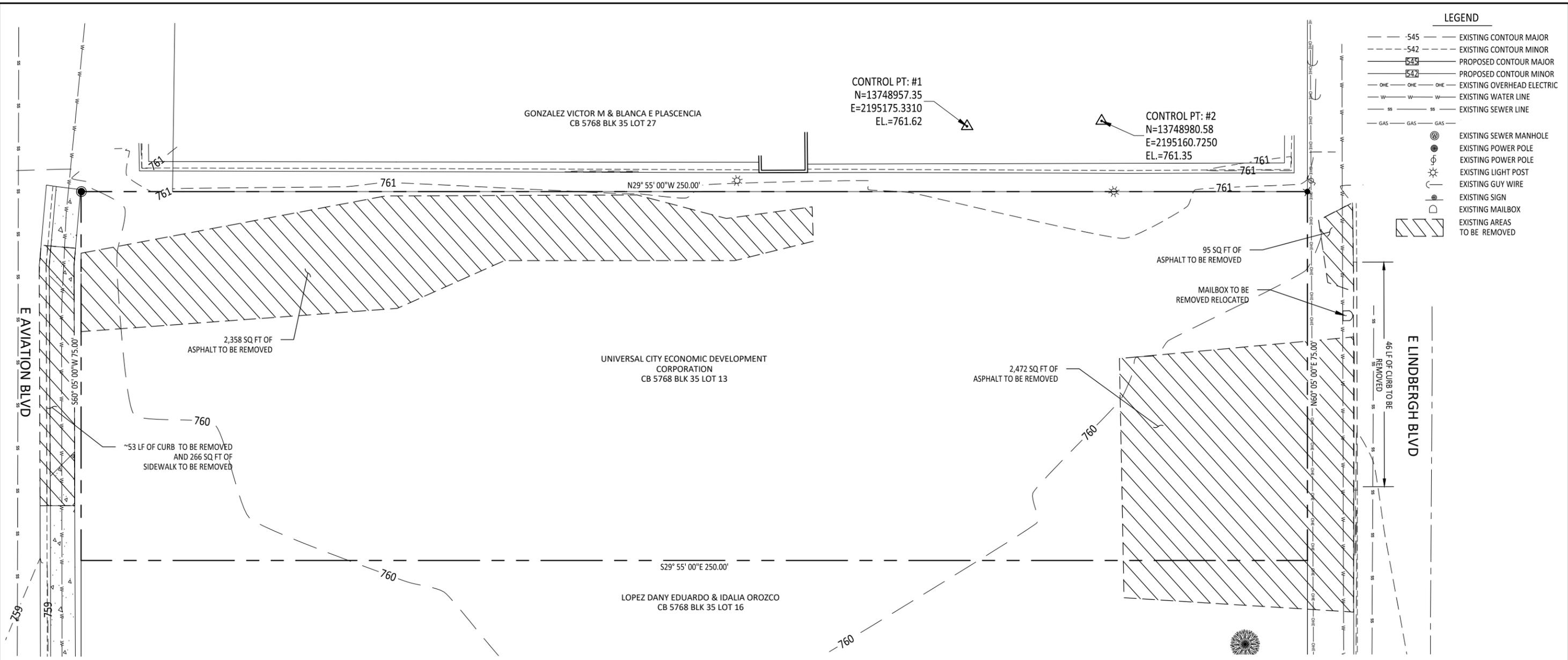
 <p><b>UNIVERSAL CITY</b> Gateway to Randolph AFB</p>	 <p>STATE OF TEXAS JOSE CANTU 111313 PROFESSIONAL ENGINEER 10/3/23</p>
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	TBPE F-18435 <b>ENGINEERING, INC.</b>	8405 Coughran Rd. Pleasanton, Tx. 78064 830.570.3220
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**BOWIE STREET PARKING  
UNIVERSAL CITY, TEXAS**

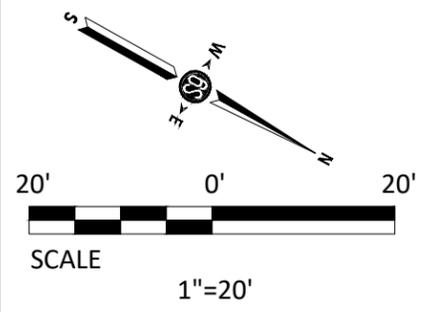
**GENERAL NOTES**

\\10.120.120.55\Files\Projects\2023\2023-003-01 - UC Bowie St Parking\410 DESIGN\050 CAD\DWG\C-SITE\_DEMO.dwg [Layout1] Plotted Oct 19, 2023 at 5:27pm by JoseC (Last Saved by: JoseC)



**LEGEND**

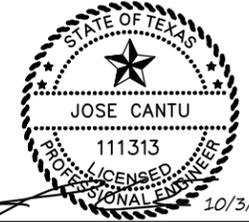
---	-545	EXISTING CONTOUR MAJOR
---	-542	EXISTING CONTOUR MINOR
---	-543	PROPOSED CONTOUR MAJOR
---	-542	PROPOSED CONTOUR MINOR
—OHE—	OHE	EXISTING OVERHEAD ELECTRIC
—W—	W	EXISTING WATER LINE
—SS—	SS	EXISTING SEWER LINE
—GAS—	GAS	EXISTING SEWER MANHOLE
⊙		EXISTING POWER POLE
⊙		EXISTING POWER POLE
☼		EXISTING LIGHT POST
—		EXISTING LIGHT WIRE
⊙		EXISTING SIGN
⊙		EXISTING MAILBOX
▨		EXISTING AREAS TO BE REMOVED



REVISIONS	
DATE	NO.



**UNIVERSAL CITY**  
Gateway to Randolph AFB



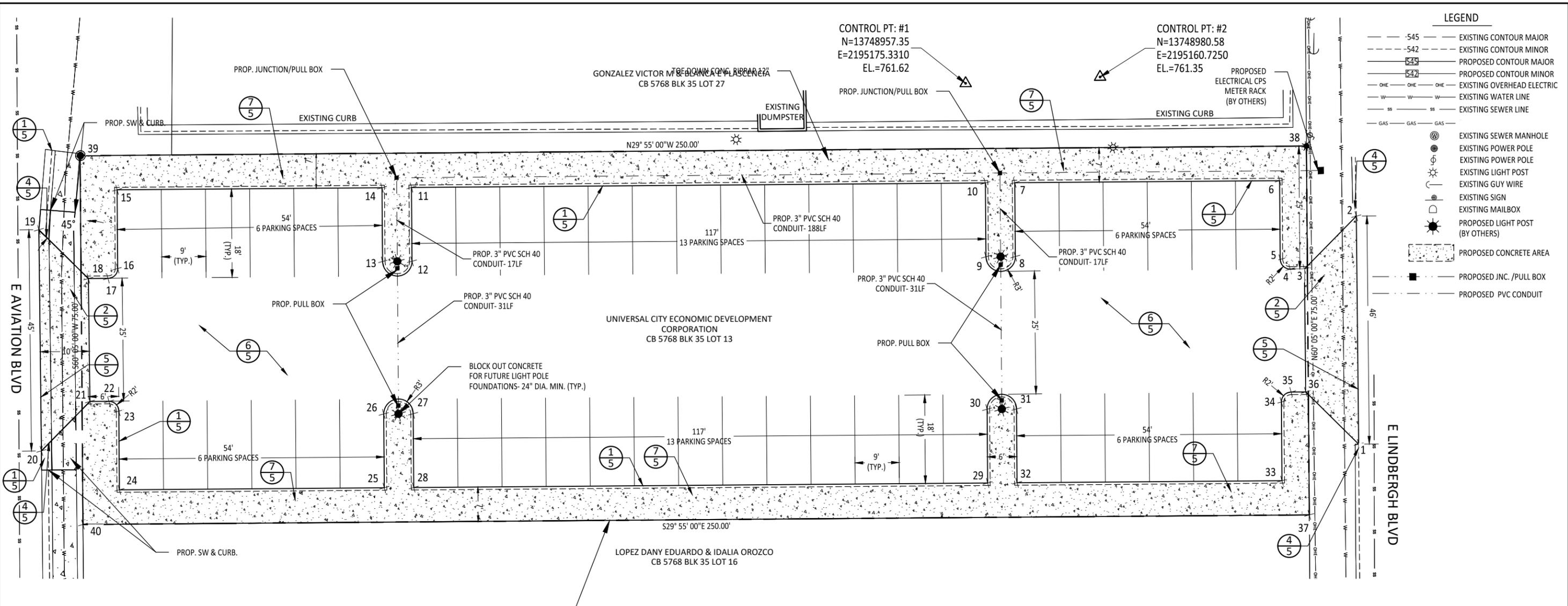
**ENGINEERING, INC.** TBPE F-18435  
 8405 Coughran Rd.  
 Pleasanton, Tx. 78064  
 830.570.3220

**BOWIE STREET PARKING**  
**UNIVERSAL CITY, TEXAS**

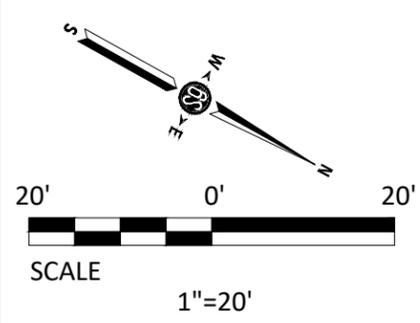
**EXISTING DEMOLITION PLAN**

30 SUBMITTAL	PROJECT NO.: 2023-003-01	DATE: 10/2/2023
DRWN. BY: RAD	DSGN. BY: JAC	CHKD. BY: JWS
SHEET NO.: 3 OF 7		

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---	EXISTING OVERHEAD ELECTRIC
---	EXISTING WATER LINE
---	EXISTING SEWER LINE
---	EXISTING SEWER MANHOLE
---	EXISTING POWER POLE
---	EXISTING LIGHT POST
---	EXISTING GUY WIRE
---	EXISTING SIGN
---	EXISTING MAILBOX
---	PROPOSED LIGHT POST (BY OTHERS)
---	PROPOSED CONCRETE AREA
---	PROPOSED INC./PULL BOX
---	PROPOSED PVC CONDUIT

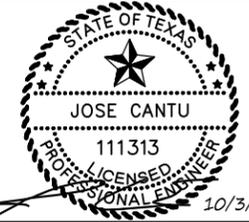


- SITE NOTES:**
- CONTRACTOR SHALL IMMEDIATELY NOTIFY THE ENGINEER OF ANY QUESTIONS THAT MAY ARISE CONCERNING THE INTENT, PLACEMENT, OR LIMITS OF DIMENSIONS NECESSARY FOR CONSTRUCTION OF THIS PROJECT.
  - THE CONTRACTOR SHALL PRESERVE ALL CONSTRUCTION STAKES, MARKS, ETC. IF ANY ARE DESTROYED OR REMOVED BY THE CONTRACTOR OR HIS EMPLOYEES, THEY SHALL BE REPLACED AT THE CONTRACTORS EXPENSE.
  - CONTRACTOR SHALL BE RESPONSIBLE FOR RESTORING TO ITS ORIGINAL OR BETTER CONDITION ANY DAMAGE DONE TO EXISTING UTILITIES, FENCES, PAVEMENT, CURBS, DRIVEWAYS, OR SIDEWALKS (NO SEPARATE PAY ITEM).
  - CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING WITH ALL NECESSARY UTILITY COMPANIES FOR PROVIDING TEMPORARY SERVICES DURING CONSTRUCTION.
  - ALL DIMENSIONS MUST BE VERIFIED ON THE JOB AND THE ENGINEER MUST BE NOTIFIED OF ANY DISCREPANCIES BEFORE PROCEEDING WITH CONSTRUCTION.
  - THE CONTRACTOR SHALL SAW CUT EXISTING PAVEMENT, CURBS, AND SIDEWALKS AT NEW PAVEMENT, CURBS, AND SIDEWALK JUNCTURES. NO JAGGED OR IRREGULAR CUTS WILL BE ALLOWED OR ACCEPTED.

POINT TABLE			POINT TABLE		
Point #	Northing	Easting	Point #	Northing	Easting
1	13749063.20	2195199.80	21	13748833.75	2195319.48
2	13749039.97	2195159.67	22	13748837.11	2195317.54
3	13749036.05	2195174.23	23	13748839.85	2195318.28
4	13749033.53	2195175.68	24	13748847.83	2195332.15
5	13749030.80	2195174.94	25	13748894.63	2195305.21
6	13749022.82	2195161.07	26	13748887.15	2195292.21
7	13748976.02	2195188.01	27	13748892.35	2195289.22
8	13748983.50	2195201.01	28	13748899.83	2195302.22
9	13748978.30	2195204.00	29	13749001.24	2195243.87
10	13748970.82	2195191.00	30	13748993.76	2195230.87
11	13748869.41	2195249.35	31	13748998.96	2195227.88
12	13748876.89	2195262.35	32	13749006.44	2195240.88
13	13748871.69	2195265.34	33	13749053.25	2195213.95
14	13748864.21	2195252.34	34	13749045.27	2195200.08
15	13748817.40	2195279.27	35	13749046.00	2195197.35
16	13748825.38	2195293.14	36	13749048.59	2195195.86
17	13748824.65	2195295.87	37	13749061.52	2195217.26
18	13748821.18	2195297.87	38	13749024.11	2195152.26
19	13748807.52	2195294.19	39	13748807.42	2195276.94
20	13748830.08	2195333.09	40	13748844.83	2195341.95

**NOTES:**  
ALL DIMENSIONS AND POINTS ARE TO THE FACE OF CURB UNLESS OTHERWISE NOTED

REVISIONS	
DATE	NO.

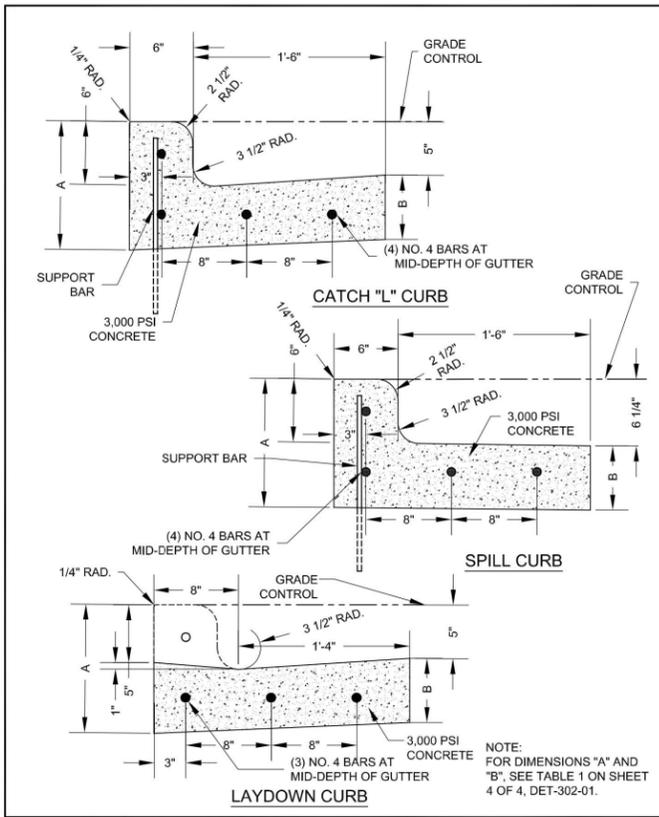
**ENGINEERING, INC.** TBPE F-18435  
8405 Coughran Rd. Pleasanton, Tx. 78064 830.570.3220

**BOWIE STREET PARKING**  
UNIVERSAL CITY, TEXAS

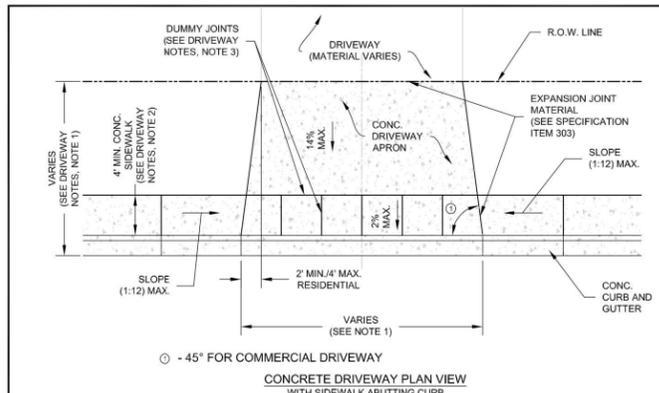
**SITE DIMENSION & UTILITY PLAN**

30 SUBMITTAL	PROJECT NO.: 2023-003-01	DATE: 10/2/2023
DRWN. BY: RAD	DSGN. BY: JAC	CHKD. BY: JWS
SHEET NO.: 4 OF 7		

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	<b>CITY OF UNIVERSAL CITY</b> DEPARTMENT OF PUBLIC WORKS <b>CATCH 'L' CURB, SPILL CURB, AND LAYDOWN CURB</b>		ADOPTED 8/18/11 REVISED 12/14/18 <b>STANDARD NO. DET-302-01</b> 1 OF 4
	THE ARCHITECT/ENGINEER ASSUMES RESPONSIBILITY FOR APPROPRIATE USE OF THIS STANDARD. RECORD COPY SIGNED BY RANDY LIEBERMAN, PUBLIC WORKS DIRECTOR.		

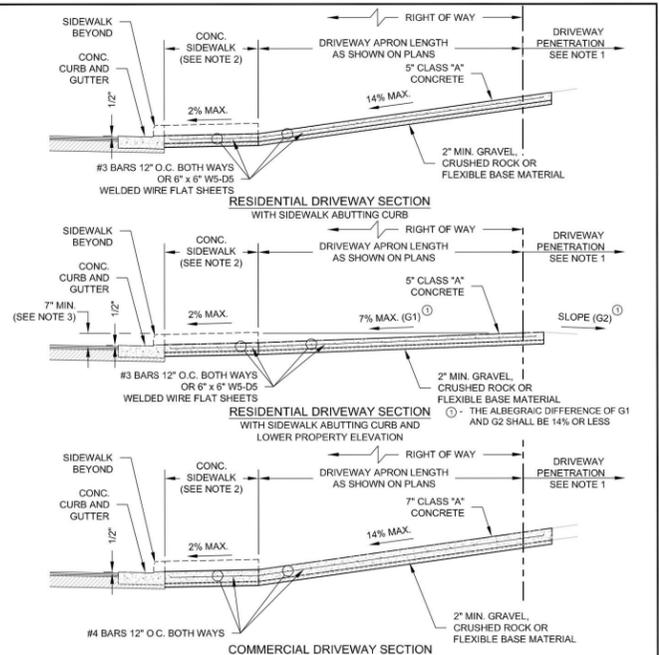


**CONCRETE DRIVEWAY GENERAL NOTES:**

- THE PROPOSED DRIVEWAY SHOULD MATCH THE EXISTING WIDTH AT THE PROPERTY LINE. THE ACCESS WIDTH SHALL BE WITHIN THE FOLLOWING VALUES:

USE CLASSIFICATION	STANDARD	MAX. ACCESS WIDTH	FLARE DIMENSION	
			MIN.	MAX.
SINGLE FAMILY RESIDENTIAL	ONE-CAR GARAGE	16 FEET	2'-0"	4'-0"
	TWO-CAR GARAGE	25 FEET		
	THREE-CAR GARAGE	32 FEET		
TWO-FAMILY RESIDENTIAL, R2-R4	2, ONE-CAR GARAGE 2, TWO-CAR GARAGES	25 FEET	2'-0"	4'-0"
TOWNHOUSE (3 STORIES HIGH OR LESS)	TWO-CAR GARAGE	25 FEET	2'-0"	4'-0"
GROUP HOMES		25 FEET	2'-0"	4'-0"
4-PLEX		25 FEET	2'-0"	4'-0"
COMMERCIAL (TWO-WAY DRIVE) APARTMENT COMPLEX (TWO-WAY DRIVE)	RECOMMENDED MINIMUM MAXIMUM (UP TO 175' FRONTAGE) MAXIMUM (GREATER THAN 175' FRONTAGE)	30 FEET 25 FEET 35 FEET 52 FEET	45°	45°
COMMERCIAL (ONE-WAY DRIVE) APARTMENT COMPLEX (ONE-WAY DRIVE)	RECOMMENDED (INGRESS) RECOMMENDED (EGRESS) MINIMUM MAXIMUM	18 FEET 18 FEET 16 FEET 25 FEET	45°	45°

	<b>CITY OF UNIVERSAL CITY</b> DEPARTMENT OF PUBLIC WORKS <b>DRIVEWAY TYPE 1 (SIDEWALK ABUTTING CURB)</b>		ADOPTED 8/18/11 REVISED 12/14/18 <b>STANDARD NO. DET-302-08</b> 1 OF 3
	THE ARCHITECT/ENGINEER ASSUMES RESPONSIBILITY FOR APPROPRIATE USE OF THIS STANDARD. RECORD COPY SIGNED BY RANDY LIEBERMAN, PUBLIC WORKS DIRECTOR.		

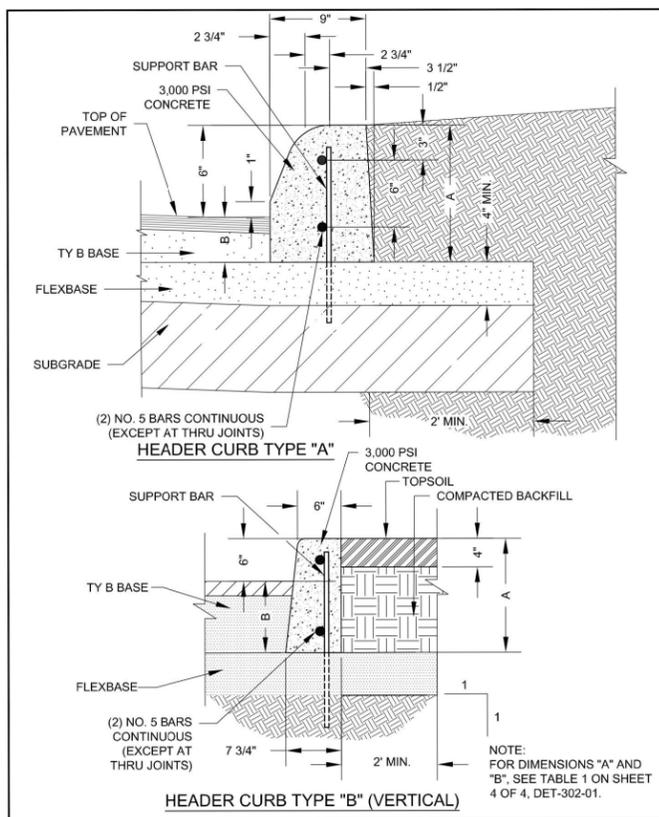


- CONCRETE DRIVEWAY GENERAL NOTES:**
- DRIVEWAY PENETRATION REFERS TO A PORTION OF THE DRIVEWAY WITHIN PRIVATE PROPERTY THAT MAY BE NECESSARY FOR RECONSTRUCTION TO COMPLY WITH A MAXIMUM DRIVEWAY SLOPE.
  - FOR TYPICAL RESIDENTIAL TYPE STREETS, SIDEWALKS SHALL HAVE A MINIMUM WIDTH OF FOUR (4) FEET. FOR COMMERCIAL OR STREETS OTHER THAN TYPICAL RESIDENTIAL STREETS, THE SIDEWALK SHALL BE A MINIMUM WIDTH OF SIX (6) FEET. WHERE THE CITY HAS DESIGNATED A BIKE ROUTE, THE CITY MAY REQUIRE AN EIGHT (8) CONCRETE SIDEWALK FOR DUAL PURPOSES.
  - THE MINIMUM SEVEN (7) INCHES HEIGHT WILL NOT NECESSARILY OCCUR AT THE PROPERTY LINE. IT MAY OCCUR WITHIN THE RIGHT OF WAY OR WITHIN THE DRIVEWAY PENETRATION ON PRIVATE PROPERTY.

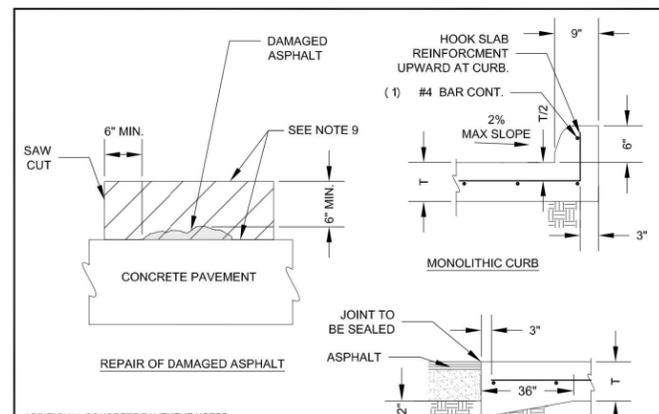
	<b>CITY OF UNIVERSAL CITY</b> DEPARTMENT OF PUBLIC WORKS <b>DRIVEWAY TYPE 1 (SIDEWALK ABUTTING CURB)</b>		ADOPTED 8/18/11 REVISED 12/14/18 <b>STANDARD NO. DET-302-08</b> 2 OF 3
	THE ARCHITECT/ENGINEER ASSUMES RESPONSIBILITY FOR APPROPRIATE USE OF THIS STANDARD. RECORD COPY SIGNED BY RANDY LIEBERMAN, PUBLIC WORKS DIRECTOR.		

- ADDITIONAL NOTES:**
- RESIDENTIAL SIDE ENTRY GARAGES SHALL HAVE A MINIMUM OF TWENTY (20) FEET SETBACK FROM THE ADJACENT SIDE PROPERTY LINE.
  - FOR TYPICAL RESIDENTIAL TYPE STREETS, SIDEWALKS SHALL HAVE A MINIMUM WIDTH OF FOUR (4) FEET. FOR COMMERCIAL OR STREETS OTHER THAN TYPICAL RESIDENTIAL STREETS, THE SIDEWALK SHALL BE A MINIMUM WIDTH OF SIX (6) FEET. WHERE THE CITY HAS DESIGNATED A BIKE ROUTE, THE CITY MAY REQUIRE AN EIGHT (8) CONCRETE SIDEWALK FOR DUAL PURPOSES.
  - DUMMY JOINTS PARALLEL TO THE CURB SHALL BE PLACED WHERE THE SIDEWALK MEETS THE DRIVEWAY. DUMMY JOINTS PERPENDICULAR TO THE CURB, AND WITHIN THE BOUNDARIES OF THE PARALLEL DUMMY JOINTS, SHALL BE PLACED AT INTERVALS EQUAL TO THE WIDTH OF THE SIDEWALK.
  - A MINIMUM OF TWO ROUND AND SMOOTH DOWEL BARS, 1/2" IN DIAMETER AND TWENTY-FOUR (24) INCHES IN LENGTH, SHALL BE SPACED EIGHTEEN (18) INCHES APART AT EACH EXPANSION JOINT. DOWEL SLEEVES SHALL BE PLACED ON DOWEL BARS ON ONE SIDE OF THE EXPANSION JOINT UNIFORMLY.
  - CIRCULAR DRIVES SHALL BE A MAXIMUM OF TWO (2) SIXTEEN (16) FEET CURB CUTS WITH A MINIMUM OF TWENTY-EIGHT (28) FEET BETWEEN EACH CUT.
  - ALL DRIVEWAYS SHALL BE SLOPED TOWARDS THE STREET FROM THE RIGHT-OF-WAY LINE.
  - REINFORCEMENT SHALL BE ACCURATELY PLACED AT SLAB MID-DEPTH AND HELD FIRMLY IN PLACE BY MEANS OF "BAR SUPPORTS" OF ADEQUATE STRENGTH AND NUMBER THAT WILL PREVENT DISPLACEMENT AND KEEP THE STEEL AT ITS PROPER POSITION DURING THE PLACEMENT OF THE PORTLAND CEMENT CONCRETE. IN NO INSTANCE SHALL THE STEEL BE PLACED DIRECTLY ON THE SUBGRADE OR SAND CUSHION LAYER. MAINTAIN A MINIMUM 2" CLEAR COVER FOR REINFORCEMENT FROM FORMS AND ADJACENT SURFACES.
  - IF DIMENSION IS LESS THAN 5 FEET, REMOVE CURB AND GUTTER TO EXISTING EXPANSION JOINT AND POUR MONOLITHICALLY WITH THE DRIVEWAY.
  - IF THE BASE IS OVER EXCAVATED WHERE THE CURB AND GUTTER WAS REMOVED, BACKFILL WITH CONCRETE MONOLITHICALLY WITH THE DRIVEWAY.
  - ALL DRIVEWAYS MUST BE CONSTRUCTED WITHIN THE STREET FRONTAGE OF THE SUBJECT PROPERTY AS DETERMINED BY EXTENDING THE SIDE PROPERTY LINES TO THE CURB.
  - DRIVEWAYS ARE TO BE LOCATED NO CLOSER TO THE CORNER OF AN INTERSECTING RIGHTS-OF-WAY THAN 60% OF PARCEL FRONTAGE OR 50 FEET, WHICHEVER IS LESS.
  - DRIVEWAYS ARE NOT TO BE CONSTRUCTED WITHIN THE CURB RETURN OF A STREET INTERSECTION.
  - SINGLE FAMILY LOTS LIMITED TO ONE DRIVEWAY EXCEPT FOR APPROVED SEMICIRCULAR DRIVES.
  - WHEN TWO (2) DRIVEWAYS ARE USED (ONE PER UNIT; TWO MAXIMUM) FOR DUPLEXES AND TOWN HOMES, SINGLE FAMILY STANDARDS SHALL APPLY.
  - WHILE THE PROPERTY OWNER REMAINS RESPONSIBLE FOR GRADE BREAKS WITHIN PRIVATE PROPERTY, THE FIRE DEPARTMENT SHALL BE CONSULTED WHERE THE DRIVEWAY IS ESSENTIAL TO EMERGENCY VEHICLE ACCESS AND "G1" PLUS "G2" IS GREATER THAN 14%.
  - SEE SPECIFICATION ITEM 303 FOR APPROVED MATERIAL FOR EXPANSION JOINTS.
  - THE SIDEWALK, REGARDLESS OF ITS LOCATION WITH RESPECT TO THE CURB OR PROPERTY LINE, SHALL BE CONNECTED TO THE DRIVEWAY AT THESE LOCATIONS.
  - PLACE A DUMMY JOINT DOWN THE CENTER OF ALL DRIVEWAYS.
  - WATER METER BOXES AND WASTEWATER CLEANOUTS ARE PROHIBITED FROM BEING LOCATED IN DRIVEWAY, SIDEWALK, AND CURB AREAS.
  - WHEN INSTALLING NEW DRIVEWAY, REMOVE EXISTING CURB IF SIGNS OF STRESS EXIST AND POUR MONOLITHICALLY WITH THE DRIVEWAY (2" PAST EACH SIDE).
  - WHEN TIE IN TO EXISTING CONCRETE USE #4 BARS 18" IN LENGTH DOWNEDED 9" SPACED AT 2" O.C. EPOXY GROUT ALL THE BARS. COMPLETELY FILL THE TIE BAR HOLE WITH TYPE III, CLASS A OR CLASS C EPOXY BEFORE INSERTING THE TIE BAR INTO THE HOLE.
  - SUBGRADE PREPARATION, SHAPE AND COMPACT SUBGRADE TO THE LINE, GRADE, AND CROSS-SECTION SHOWN ON THE PLANS. BEFORE AND DURING COMPACTION, BRING THE SCARIFIED LAYER TO THE MOISTURE CONTENT DIRECTED, AND COMPACT UNTIL THERE IS NO EVIDENCE OF FURTHER CONSOLIDATION.
  - PLACING BASE MATERIAL, WHEN SHOWN ON THE PLANS, PLACE, SPREAD, AND COMPACT MATERIAL IN ACCORDANCE WITH THE APPLICABLE ITEM TO THE REQUIRED OR DIRECTED DEPTH.

	<b>CITY OF UNIVERSAL CITY</b> DEPARTMENT OF PUBLIC WORKS <b>DRIVEWAY NOTES</b>		ADOPTED 8/18/11 REVISED 12/14/18 <b>STANDARD NO. DET-302-08</b> 3 OF 3
	THE ARCHITECT/ENGINEER ASSUMES RESPONSIBILITY FOR APPROPRIATE USE OF THIS STANDARD. RECORD COPY SIGNED BY RANDY LIEBERMAN, PUBLIC WORKS DIRECTOR.		

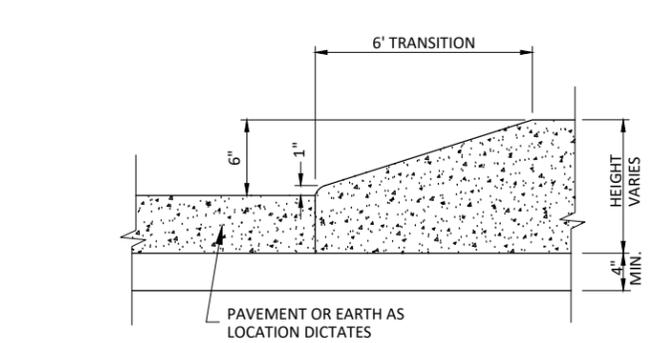


	<b>CITY OF UNIVERSAL CITY</b> DEPARTMENT OF PUBLIC WORKS <b>HEADER CURB TYPE 'A' AND TYPE 'B'</b>		ADOPTED 8/18/11 REVISED 12/14/18 <b>STANDARD NO. DET-302-01</b> 3 OF 4
	THE ARCHITECT/ENGINEER ASSUMES RESPONSIBILITY FOR APPROPRIATE USE OF THIS STANDARD. RECORD COPY SIGNED BY RANDY LIEBERMAN, PUBLIC WORKS DIRECTOR.		

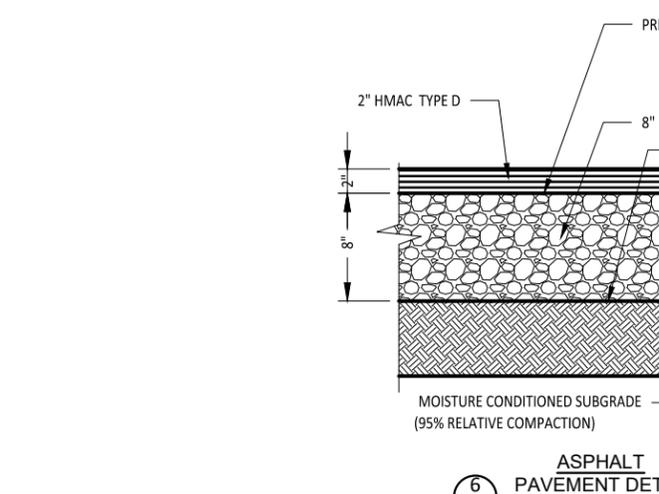


- ADDITIONAL CONCRETE PAVEMENT NOTES:**
- ALL CONCRETE SHALL TEST 4,000 P.S.I. AT 28 DAYS.
  - CONCRETE PAVEMENT CONSTRUCTION SHALL BE PAID UNDER TxDOT ITEM 360 AT THE UNIT PRICE BID, WHICH PRICE SHALL BE FULL COMPENSATION FOR ALL DEMOLITION, REMOVAL OF EXISTING CURB, EXCAVATION, HAULING, CRUSHED LIMESTONE, REINFORCING STEEL, CONCRETE, CONCRETE CURBS, JOINTS, AND INCIDENTALS NECESSARY TO COMPLETE THE WORK.
  - CONCRETE PAVEMENT AND CURB SHALL BE MONOLITHICALLY POURED. ALL EXISTING CURBING SHALL BE REMOVED AND REPLACED AS PER STANDARD DETAILS.
  - THE CONTRACTOR SHALL CONSTRUCT AN EXPANSION JOINT AT THE END OF EACH CURB RADIUS AND SPACED AT 80' MAX INTERVALS. NO DIRECT PAYMENT SHALL BE MADE FOR CONSTRUCTION OF AN EXPANSION JOINT.
  - ACTUAL CONCRETE PAVEMENT LENGTH AND WIDTH TO BE FIELD DETERMINED BY UC REPRESENTATIVE.
  - DO NOT DRIVE ON PAVEMENT UNTIL CONCRETE HAS REACHED A STRENGTH OF 2,800 P.S.I.
  - BREAK TEST CYLINDERS AS FOLLOWS:  
2 AT 3 DAYS  
2 AT 7 DAYS  
2 AT 28 DAYS
  - SAWCUT AS SOON AS THE CONCRETE IS STRONG ENOUGH TO SUPPORT THE SAWING EQUIPMENT AND TO PREVENT AGGREGATE RAVELING DURING THE SAWING OPERATION. ALL JOINTS SHOULD BE SAW CUT WITHIN 12 HOURS OF THE CONCRETE'S PLACEMENT. JOINTS SHALL BE FILLED WITH AN APPROVED ELASTIC TYPE MATERIAL AFTER SAW CUTTING.
  - REMOVE AND REPLACE EXISTING ASPHALT PAVEMENT BY MATCHING EXISTING PAVEMENT SECTION. USE A MINIMUM 2" TYPE D HMA. NO DIRECT PAYMENT WILL BE MADE FOR SUCH REPAIRS.
  - "T" DIMENSION DEPENDS ON STREET TYPE. PAVEMENT THICKNESS SHOULD BE AS DIRECTED. SEE DET-203-01, CONCRETE PAVEMENT TABLES FOR PAVEMENT THICKNESS.
  - SAWED JOINTS SHALL BE USED FOR LONGITUDINAL JOINTS WHEREVER MORE THAN ONE LANE WIDTH IS PLACED IN A SINGLE POUR. KEYED CONSTRUCTION JOINTS SHALL BE USED AT ALL OTHER JOINTS.

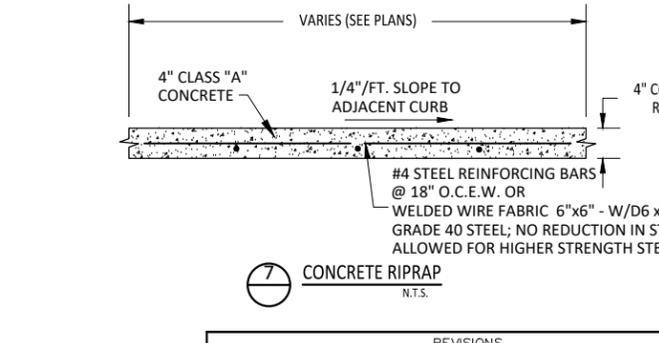
	<b>CITY OF UNIVERSAL CITY</b> DEPARTMENT OF PUBLIC WORKS <b>STREET SECTIONS CONCRETE PAVEMENT</b>		ADOPTED 8/18/11 REVISED 12/14/18 <b>STANDARD NO. DET-203-01</b> 6 OF 6
	THE ARCHITECT/ENGINEER ASSUMES RESPONSIBILITY FOR APPROPRIATE USE OF THIS STANDARD. RECORD COPY SIGNED BY RANDY LIEBERMAN, PUBLIC WORKS DIRECTOR.		



**4 CURB TRANSITION DETAIL**  
N.T.S.



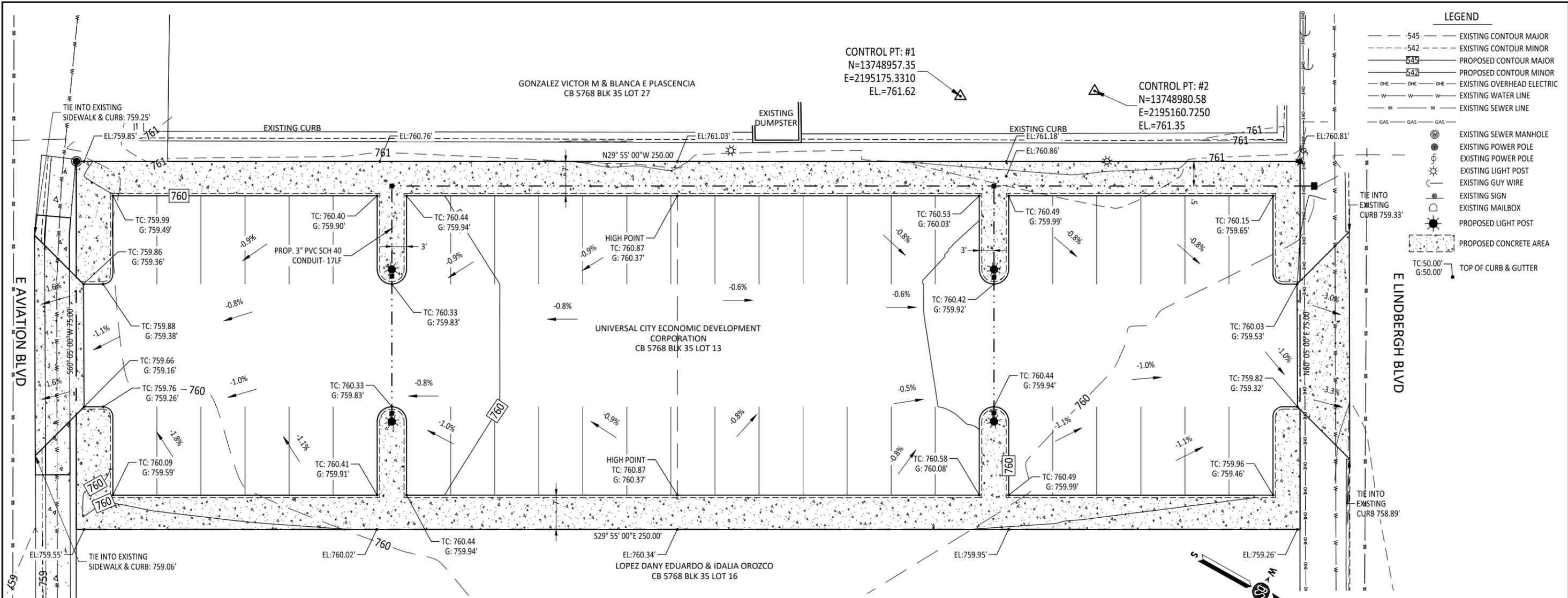
**6 ASPHALT PAVEMENT DETAIL**



**7 CONCRETE RIPRAP**  
N.T.S.

REVISIONS DATE NO.	
<b>6S ENGINEERING, INC.</b> TBPE F-18435 8405 Coughran Rd. Pleasanton, Tx. 78064 830.570.3220	
<b>BOWIE STREET PARKING</b> UNIVERSAL CITY, TEXAS SITE PARKING DETAILS	

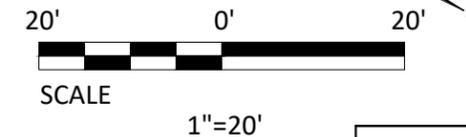
\\10.120.120.55\65 Files\Projects\2023\2023-003-01 - UC Bowie St Parking\410 DESIGN\050 CAD\DWG\C-GRADING PLAN.dwg [Layout1] Plotted Oct. 19, 2023 at 5:28pm by JoseC (Last Saved by: JoseC)



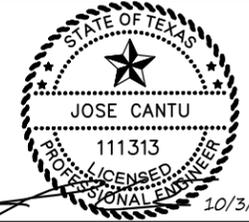
LEGEND	
---	EXISTING CONTOUR MAJOR
- - -	EXISTING CONTOUR MINOR
---	PROPOSED CONTOUR MAJOR
- - -	PROPOSED CONTOUR MINOR
OHE	EXISTING OVERHEAD ELECTRIC
W	EXISTING WATER LINE
SS	EXISTING SEWER LINE
GAS	EXISTING SEWER MANHOLE
⊙	EXISTING POWER POLE
⊙	EXISTING POWER POLE
⊙	EXISTING LIGHT POST
⊙	EXISTING GUY WIRE
⊙	EXISTING SIGN
⊙	EXISTING MAILBOX
⊙	PROPOSED LIGHT POST
⊙	PROPOSED CONCRETE AREA
TC:50.00' G:50.00'	TOP OF CURB & GUTTER

**GRADING NOTES:**

1. ALL GRADES AND CONTOURS SHOWN ARE FINAL, TOP OF FINISHED SURFACE ELEVATIONS UNLESS OTHERWISE NOTED. CONTRACTOR SHALL SUBTRACT THICKNESS OF PAVEMENT, BASE, TOP SOIL, SOD, ETC. TO ACHIEVE SUBGRADE ELEVATION.
2. POSITIVE DRAINAGE SHALL BE MAINTAINED ON ALL SURFACE AREAS WITHIN THE SCOPE OF THIS PROJECT DRAINAGE SHALL BE DIRECTED AWAY FROM ALL BUILDING FOUNDATIONS. CONTRACTOR SHOULD TAKE PRECAUTIONS NOT TO ALLOW ANY PONDING OF WATER.
3. NO ABRUPT CHANGE OF GRADE SHALL OCCUR IN THE ROADWAYS, PARKING AREAS, OR SIDEWALKS.
4. ALL DISTURBED AREAS SHALL BE REVEGETATED IN ACCORDANCE WITH PROJECT SPECIFICATIONS AND LANDSCAPING PLANS.
5. UTILITIES SHOWN ON THE PLANS ARE FROM THE BEST INFORMATION SOURCES AVAILABLE AT THE TIME OF DESIGN BUT MAY NOT REPRESENT ALL EXISTING UTILITIES ON SITE. THE CONTRACTOR WILL BE RESPONSIBLE FOR DETERMINING THE EXACT LOCATION OF ALL UTILITIES AND DRAINAGE STRUCTURES WHETHER SHOWN ON THE PLANS OR NOT. THE CONTRACTOR SHALL UNCOVER EXISTING UTILITIES PRIOR TO CONSTRUCTION TO VERIFY SIZE, GRADE, AND LOCATION. THE CONTRACTOR SHALL NOTIFY THE ENGINEER IMMEDIATELY OF ANY DEVIATIONS FROM PLANS PRIOR TO BEGINNING CONSTRUCTION. ANY DAMAGE TO EXISTING UTILITIES, WHETHER SHOWN ON THE PLANS OR NOT, SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO REPAIR, AT HIS EXPENSE.
6. ALL MATERIALS AND CONSTRUCTION PROCEDURES WITHIN THE SCOPE OF THIS PROJECT.
7. CONTRACTOR SHALL BE RESPONSIBLE FOR RESTORING TO ORIGINAL OR BETTER CONDITION ANY DAMAGES DONE TO EXISTING BUILDINGS, UTILITIES, FENCES, PAVEMENT, CURBS, SIDEWALKS, OR DRIVEWAYS (NO SEPARATE PAY ITEM).
8. DUE TO FEDERAL REGULATION TITLE 49, PART 192.181, CPS MUST MAINTAIN ACCESS TO GAS VALVES AT ALL TIMES. THE CONTRACTOR MUST PROTECT AND WORK AROUND ANY GAS VALVES THAT ARE IN THE PROJECT AREA.
9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING WITH ALL NECESSARY UTILITY COMPANIES FOR PROVIDING TEMPORARY UTILITY SERVICES DURING CONSTRUCTION. THE CONTRACTOR SHALL PAY FOR ALL TEMPORARY UTILITY SERVICES.
10. CONTRACTOR SHALL IMMEDIATELY NOTIFY THE ENGINEER OF ANY QUESTIONS THAT MAY ARISE CONCERNING THE INTENT, PLACEMENT, OR LIMITS OF DIMENSIONS OR GRADES NECESSARY FOR CONSTRUCTION OF THIS PROJECT.
11. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ACQUIRING ALL PERMITS, TESTS, APPROVALS, AND ACCEPTANCES REQUIRED TO COMPLETE CONSTRUCTION OF THIS PROJECT.
12. ALL EXCAVATION IS UNCLASSIFIED.
13. ALL CURBS ARE 6 INCH UNLESS OTHERWISE SPECIFIED.
14. SEE CIVIL DETAIL SHEETS FOR APPLICABLE DETAILS.
15. ALL CONSTRUCTION AREAS WITHIN THE SITE SHALL BE STRIPPED OF ALL VEGETATION AND LOOSE TOPSOIL. ANY POCKETS OF DEBRIS ENCOUNTERED SHOULD ALSO BE REMOVED.
16. CONTRACTOR AND/OR CONTRACTOR'S INDEPENDENTLY RETAINED EMPLOYEE OR STRUCTURAL DESIGN/SAFETY/EQUIPMENT CONSULTANT, IF ANY, SHALL REVIEW THESE PLANS AND ANY AVAILABLE GEOTECHNICAL INFORMATION AND THE ANTICIPATED INSTALLATION SITE(S) WITHIN THE PROJECT WORK AREA IN ORDER TO DEVELOP THE CONTRACTOR'S PLANS TO IMPLEMENT THE PROJECT DESCRIBED IN THE CONTRACT DOCUMENTS. THE CONTRACTOR'S PLANS SHALL PROVIDE FOR ADEQUATE TRENCH SAFETY SYSTEMS THAT COMPLY WITH, AS A MINIMUM, OSHA STANDARDS FOR TRENCH EXCAVATIONS. SPECIFICALLY, CONTRACTOR AND/OR CONTRACTORS INDEPENDENTLY RETAINED EMPLOYEE OR SAFETY CONSULTANT SHALL DEVELOP AND IMPLEMENT A TRENCH SAFETY PROGRAM IN ACCORDANCE WITH OSHA STANDARDS GOVERNING THE PRESENCE AND ACTIVITIES OF INDIVIDUALS WORKING IN AND AROUND TRENCH EXCAVATION.



REVISIONS	
DATE	NO.

**ENGINEERING, INC.**

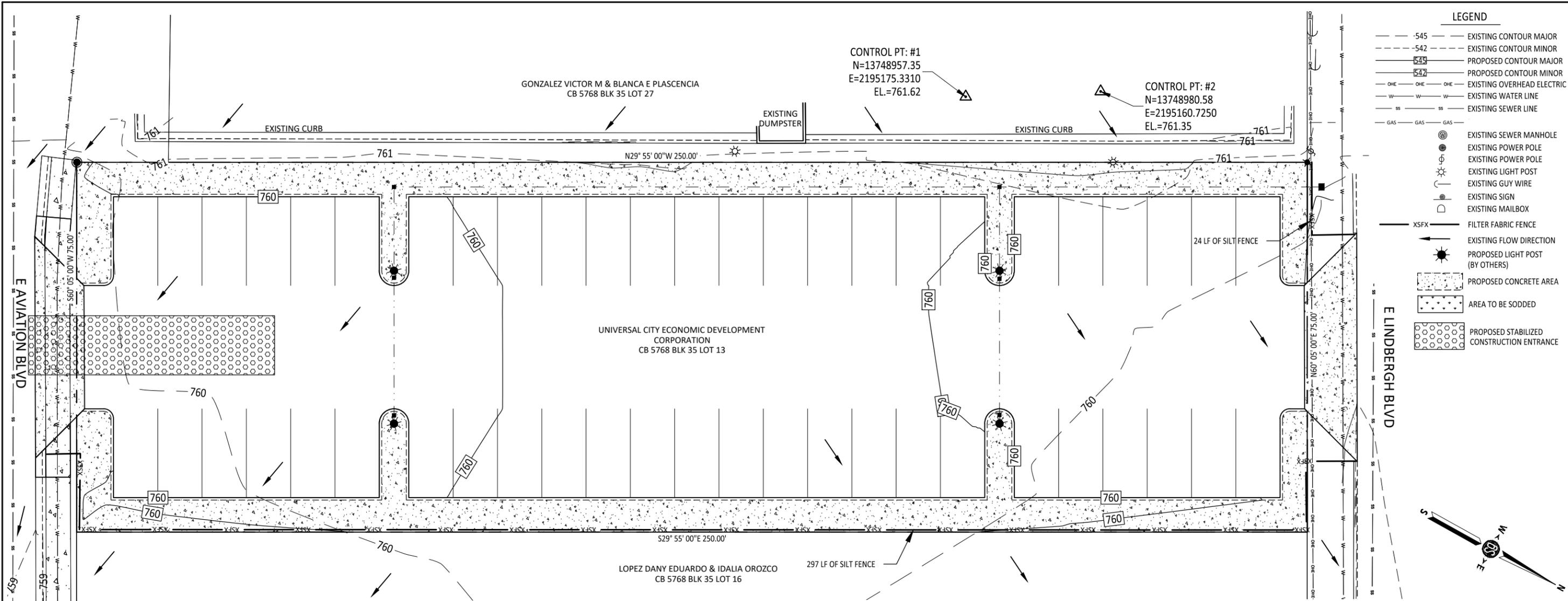
**BOWIE STREET PARKING  
UNIVERSAL CITY, TEXAS**

**SITE GRADING**

30 # SUBMITTAL	PROJECT NO.: 2023-003-01	DATE: 10/2/2023
DRWN. BY: RAD	DSGN. BY: JAC	CHKD. BY: JWS
SHEET NO.: 6 OF 7		

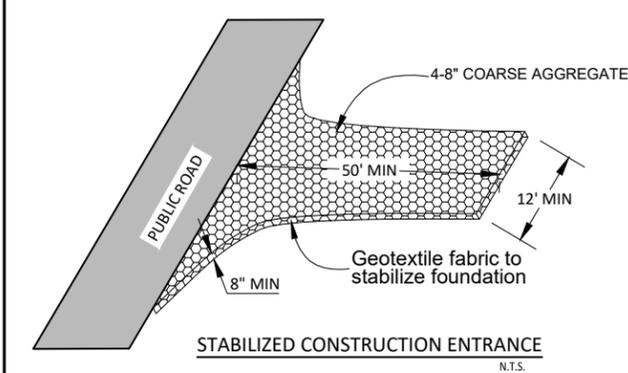
8405 Coughran Rd.  
Pleasanton, Tx. 78064  
830.570.3220

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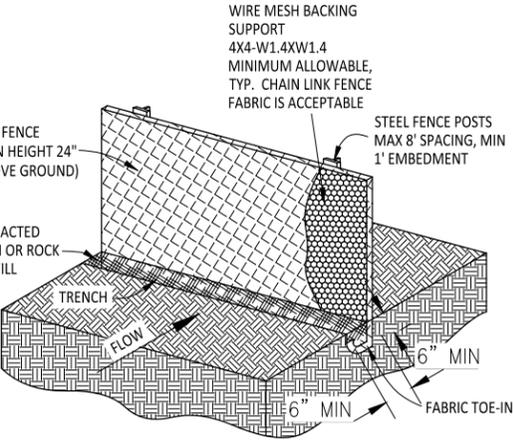
---	545	EXISTING CONTOUR MAJOR
---	542	EXISTING CONTOUR MINOR
---	545	PROPOSED CONTOUR MAJOR
---	542	PROPOSED CONTOUR MINOR
—O—O—	O—O—	EXISTING OVERHEAD ELECTRIC
—W—W—	W—W—	EXISTING WATER LINE
—SS—SS—	SS—SS—	EXISTING SEWER LINE
—GAS—GAS—	GAS—GAS—	EXISTING SEWER MANHOLE
⊙		EXISTING POWER POLE
⊙		EXISTING POWER POLE
⊙		EXISTING LIGHT POST
⊙		EXISTING LIGHT WIRE
⊙		EXISTING SIGN
⊙		EXISTING MAILBOX
—XSFx—		FILTER FABRIC FENCE
→		EXISTING FLOW DIRECTION
⊙		PROPOSED LIGHT POST (BY OTHERS)
▨		PROPOSED CONCRETE AREA
▨		AREA TO BE SODDED
▨		PROPOSED STABILIZED CONSTRUCTION ENTRANCE



- INSPECTION AND MAINTENANCE**
1. THE ENTRANCE SHOULD BE MAINTAINED IN A CONDITION, WHICH WILL PREVENT TRACKING OR FLOWING OF SEDIMENT ONTO PUBLIC RIGHTS-OF-WAY. THIS MAY REQUIRE PERIODIC TOP DRESSING WITH ADDITIONAL STONE AS CONDITIONS DEMAND AND REPAIR AND/OR CLEANOUT OF ANY MEASURES USED TO TRAP SEDIMENT.
  2. ALL SEDIMENT SPILLED, DROPPED, WASHED, OR TRACKED ON TO PUBLIC RIGHTS-OF-WAY SHOULD BE REMOVED IMMEDIATELY BY CONTRACTOR.
  3. WHEN NECESSARY, WHEELS SHOULD BE CLEANED TO REMOVE SEDIMENT PRIOR TO ENTRANCE ONTO PUBLIC RIGHTS-OF-WAY.
  4. WHEN WASHING IS REQUIRED, IT SHOULD BE DONE ON AN AREA STABILIZED WITH CRUSHED STONE THAT DRAINS INTO AN APPROVED SEDIMENT TRAP OR SEDIMENT BASIN.
  5. ALL SEDIMENT SHOULD BE PREVENTED FROM ENTERING ANY STORM DRAIN, DITCH OR WATER COURSE BY USING APPROVED METHODS.

- GENERAL MATERIALS:**
1. THE AGGREGATE SHOULD CONSIST OF 4 TO 8 INCH WASHED STONE OVER A STABLE FOUNDATION AS SPECIFIED IN THE PLAN.
  2. THE AGGREGATE SHOULD BE PLACED WITH A MINIMUM THICKNESS OF 8 INCHES.
  3. THE GEOTEXTILE FABRIC SHOULD BE DESIGNED SPECIFICALLY FOR USE AS A SOIL FILTRATION MEDIA WITH AN APPROXIMATE WEIGH OF 6 OZ/SQ YD, A MULLEN BURST RATING OF 140 LB/SQ IN, AND AN EQUIVALENT OPENING SIZE GREATER THAN A NUMBER 50 SIEVE.
  4. IF A WASHING FACILITY IS REQUIRED, A LEVEL AREA WITH A MINIMUM OF 4 INCH WASHED STONE OR COMMERCIAL RACK SHOULD BE INCLUDED IN THE PLANS. DIVERT WASTEWATER TO A SEDIMENT TRAP OR BASIN.
- INSTALLATION:**
1. AVOID CURVES ON PUBLIC ROADS AND STEEP SLOPES. REMOVE VEGETATION AND OTHER OBJECTIONABLE MATERIAL FROM THE FOUNDATION AREA. GRADE CROWN FOUNDATION FOR POSITIVE DRAINAGE.
  2. THE MINIMUM WIDTH OF THE ENTRANCE/EXIT SHOULD BE 12 FEET OR THE FULL WIDTH OF THE EXIT ROADWAY, WHICHEVER IS GREATER.
  3. THE CONSTRUCTION ENTRANCE SHOULD BE AT LEAST 50 FEET LONG.
  4. IF THE SLOPE TOWARD THE ROAD EXCEEDS 2%, CONSTRUCTION A RIDGE OF 6 TO 8 INCHES HIGH WITH 3:1 (H:V) SIDE SLOPES, ACROSS THE FOUNDATION APPROXIMATELY 15 FEET FROM THE ENTRANCE TO DIVERT RUNOFF AWAY FROM THE PUBLIC ROAD.
  5. PLACE GEOTEXTILE FABRIC AND GRADE FOUNDATION TO IMPROVE STABILITY, ESPECIALLY WHERE WET CONDITIONS ARE ANTICIPATED.
  6. PLACE STONE TO DIMENSIONS AND GRADE SHOWN ON PLANS. LEAVE SURFACE SMOOTH AND SLOPE FOR DRAINAGE.
  7. DIVERT ALL SURFACE RUNOFF AND DRAINAGE FROM THE STONE PAD TO A SEDIMENT TRAP OR BASIN.
  8. INSTALL PIPE UNDER PAD AS NEEDED TO MAINTAIN PROPER PUBLIC ROAD DRAINAGE.

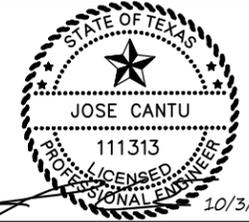
- GENERAL NOTES:**
1. THE CONTRACTOR AND DEVELOPER MUST COMPLETE AND SUBMIT THE NOI TO THE TCEQ IN ACCORDANCE WITH TPDES GENERAL PERMIT.
  2. IF DURING CONSTRUCTION, EROSION IS FOUND TO OCCUR IN AREAS LACKING TEMPORARY BMP'S. CONTRACTOR SHALL REPAIR AREAS OF EROSION AND INSTALL NECESSARY BMP'S TO PREVENT FURTHER EROSION. REVISIONS SHALL BE MARKED ON FACE OF SWPPP AND ENGINEER SHALL BE NOTIFIED.
  3. SEQUENCE OF MAJOR ACTIVITIES:
    - \* INSTALLATION OF TEMPORARY BEST MANAGEMENT PRACTICES
    - \* MASS GRADING
    - \* UTILITY INSTALLATION
    - \* CONSTRUCTION OF BUILDING PADS
    - \* CONSTRUCTION OF BUILDINGS
    - \* FINAL SITE GRADING
    - \* FINAL PAVING OF PARKING LOT AND DRIVE LANES
  4. THE CONTRACTOR IS RESPONSIBLE FOR MAINTAINING THESE SEDIMENT CONTROL MEASURES THROUGHOUT THE DURATION OF CONSTRUCTION AND UNTIL FINAL STABILIZATION HAS BEEN MET. NO SEPARATE PAYMENT WILL BE MADE FOR THE MAINTENANCE OR REMOVAL OF THE SEDIMENT CONTROL MEASURES.



**SILT FENCE DETAIL**  
N.T.S.

- GENERAL NOTES:**
1. STEEL POSTS WHICH SUPPORT THE SILT FENCE SHALL BE INSTALLED ON A SLIGHT ANGLE TOWARD THE ANTICIPATED RUNOFF SOURCE.
  2. THE TOE OF THE SILT FENCE SHALL BE TRENCHED IN WITH A SPADE OR MECHANICAL TRENCHER, SO THAT THE DOWNSLOPE FACE OF THE TRENCH IS FLAT AND PERPENDICULAR TO THE LINE OF FLOW.
  3. THE TRENCH SHOULD BE A MINIMUM OF 6 INCHES DEEP AND 3-4 FEET WIDE TO ALLOW FOR THE SILT FENCE TO BE LAID IN THE GROUND AND BACKFILLED.
  4. SILT FENCE SHOULD BE SECURELY FASTENED TO EACH STEEL SUPPORT POST OR TO WOVEN WIRE, WHICH IS IN TURN ATTACHED TO THE STEEL FENCE POSTS.
  5. INSPECTION SHALL BE FREQUENT AND REPAIR OR REPLACEMENT SHALL BE MADE PROMPTLY AS NEEDED.
  6. SILT FENCE SHALL BE REMOVED WHEN IT HAS SERVED ITS USEFULNESS, SO AS NOT TO BLOCK OR IMPEDE STORM FLOW OR DRAINAGE.
  7. SEDIMENT TRAPPED BY THIS PRACTICE SHALL BE DISPOSED OF IN AN APPROVED SITE IN A MANNER THAT WILL NOT CONTRIBUTE TO ADDITIONAL SILTATION.
  8. ACCUMULATED SILT SHALL BE REMOVED WHEN IT REACHES A DEPTH OF 6 INCHES AND DISPOSED OF IN AN APPROVED SPOIL SITE OR AS IN No. 7 ABOVE.
  9. 30-INCH MINIMUM HEIGHT MEASURED FROM THE EXISTING OR GRADED GROUND.

REVISIONS	
DATE	NO.

**UNIVERSAL CITY ENGINEERING, INC.**  
8405 Coughran Rd. Pleasanton, Tx. 78064  
830.570.3220

**BOWIE STREET PARKING**  
**UNIVERSAL CITY, TEXAS**

**STORMWATER POLLUTION PREVENTION PLAN**

30 # SUBMITTAL	PROJECT NO.: 2023-003-01	DATE: 10/2/2023
DRWN. BY: RAD	DSGN. BY: JAC	CHKD. BY: JWS
SHEET NO.: 7 OF 7		

FINAL DRAFT

ITEM 9: TAB B

# CITY OF UNIVERSAL CITY, TEXAS

ANNUAL FINANCIAL REPORT  
YEAR ENDED SEPTEMBER 30, 2023



CLIENT **FOCUSED.** RELATIONSHIP **DRIVEN.**



CITY OF UNIVERSAL CITY, TEXAS

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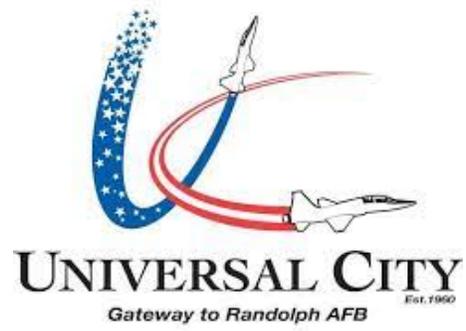
CITY OF UNIVERSAL CITY, TEXAS

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**INTRODUCTORY SECTION**



**CITY OF UNIVERSAL CITY, TEXAS**

**CITY OFFICIALS**

**For the year ended September 30, 2023**

MAYOR

JOHN H. WILLIAMS

MAYOR PRO TEM

S. BEAR GOOLSBY

CITY COUNCIL

PAUL NAJARIAN

STEVEN BUCK

CHRISTINA FITZPATRICK

PHIL VAUGHAN

ASHTON BULMAN

CITY MANAGER

KIM TURNER

ATTORNEY

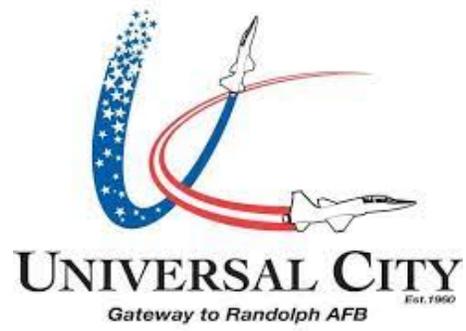
DENTON, NAVARRO, ROCHA, BERNAL, & ZECH, P.C.

AUDITOR

ABIP, PC



**FINANCIAL SECTION**



## INDEPENDENT AUDITOR'S REPORT

To the Honorable Mayor and  
Members of the City Council  
City of Universal City, Texas

### **Report on the Audit of the Financial Statements**

#### ***Opinions***

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Universal City, Texas (the City), as of and for the year ended September 30, 2023, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Universal City, Texas as of September 30, 2023 and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### ***Basis for Opinions***

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### ***Responsibilities of Management for the Financial Statements***

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

## ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Governmental Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

## ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, and the Texas Municipal Retirement System net pension liability and other postemployment benefits liabilities required schedules as listed in the table of contents be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

## ***Supplementary Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The other supplementary information is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion the other supplementary information is fairly stated in all material respects in relation to the basic financial statements as a whole.

## ***Other Information***

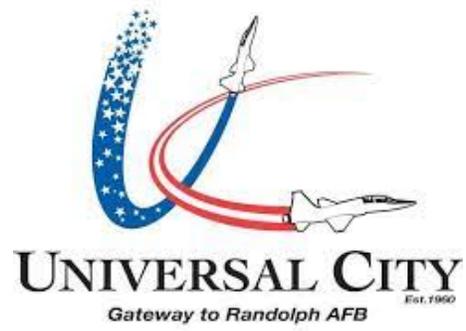
Management is responsible for the other information included in the annual financial report. The other information comprises the introductory and statistical sections but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

## ***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated March 19, 2024, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

San Antonio, Texas  
March 19, 2024



## CITY OF UNIVERSAL CITY, TEXAS

## MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&amp;A)

For the year ended September 30, 2023

As management of the City of Universal City, Texas, we offer readers of the City's financial statement this narrative overview and analysis of the financial activities of the City for the fiscal year ended September 30, 2023. We encourage readers to consider the information presented here in conjunction with the City's financial statements, which follow this section.

## FINANCIAL HIGHLIGHTS

- ❖ The assets and deferred outflows of resources of the City of Universal City exceeded its liabilities and deferred inflows of resources at the close of the most recent fiscal year by \$92,710,395 (net position). Of this amount, \$29,932,566 (unrestricted net position) may be used to meet the government's ongoing obligations to citizens and creditors.
- ❖ The City's total net position increased by \$9,590,120.
- ❖ As of the close of the current fiscal year, the City of Universal City's governmental funds reported combined fund balances of \$24,324,807 of which \$16,116,100 is unassigned and available for spending at the City's discretion.
- ❖ The governmental fund balances increased by \$1,140,134. The increase was primarily due to an increase in interest earnings during the current year.

## OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the City's basic financial statements. The City's basic financial statements are comprised of three components: (1) government-wide financial statements, (2) fund financial statements and (3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements.

**Government-Wide Financial Statements**

The government-wide financial statements are designed to provide readers with a broad overview of the City's finances, in a manner similar to statements of a private-sector business.

The **statement of net position** presents information on all of the City's assets and deferred outflows of resources, and liabilities and deferred inflows of resources, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The **statement of activities** presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will result in cash flows in future fiscal periods.

The government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (governmental activities) from functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the City include general government and administration, public safety, development services, library services and recreation. The business-type activities of the City include water and sewer, golf course operations and stormwater management. The City has also included the information for the Universal City Economic Development Corporation, which is considered a component unit of the City.

## **Fund Financial Statements**

A fund is a grouping of related accounts that are used to maintain control over resources that have been segregated for specific activities or objectives. The City of Universal City, like other local governments, uses fund accounting to ensure and demonstrate compliance with finance and related legal requirements. However, unlike the government-wide financial statements, governmental fund financial statements focus on current sources and uses of spendable resources available at the end of the fiscal year. All of the funds of the City can be divided into two categories – governmental funds and proprietary funds.

The **governmental funds** are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, governmental funds financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. This information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information for governmental funds with information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term effect of the government's near term financing decisions. Both the governmental fund balance sheet and the governmental fund statements of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison.

The City of Universal City maintains three (3) governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenue, expenditures, and changes in fund balances for the general, capital projects, and debt service funds, which are all considered to be the City's major funds.

The City of Universal City adopts an annual budget for all of the governmental funds. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget.

The basic governmental fund financial statements can be found on pages 12-19 of this report.

The **proprietary funds** provide the same type of information as the government-wide financial statements only in more detail. The City maintains only one type of proprietary fund, which is an enterprise fund. Enterprise funds are used to report the same functions presented as business-type activities in government-wide financial statements. The City uses the enterprise funds to account for its water and sewer, golf operations and stormwater management, which are all considered major funds of the City.

The basic proprietary fund financial statements can be found on pages 20-24 of this report.

## **Notes to the Financial Statements**

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 27-56 of this report.

## **Other Information**

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the general fund budget and the net pension and OPEB liabilities for the City's obligation to provide pension and OPEB benefits to its employees and retirees. Required supplementary information can be found on pages 59-73 of this report.

## GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of government’s financial position. In the case of the City of Universal City, assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$92,710,395.

A portion of the City’s net position (62%) reflects its investments in capital assets (land, buildings, improvements other than buildings, transportation and equipment, and infrastructure), less any debt used to acquire those assets that is still outstanding. The City uses these capital assets to provide services to citizens; consequently these assets are not available for future spending. Although the City’s investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

	Governmental Activities		Business-Type Activities		Total	
	2023	2022	2023	2022	2023	2022
Assets:						
Current and other assets	\$ 29,294,109	\$ 29,402,942	\$ 27,258,268	\$ 17,907,575	\$ 56,552,377	\$ 47,310,517
Capital assets	41,065,002	40,232,726	38,276,408	37,337,249	79,341,410	77,569,975
Total assets	70,359,111	69,635,668	65,534,676	55,244,824	135,893,787	124,880,492
Deferred outflows of resources	3,703,256	1,410,295	1,044,509	396,545	4,747,765	1,806,840
Liabilities:						
Long-term liabilities	25,062,867	21,753,678	13,419,276	8,469,492	38,482,143	30,223,170
Other liabilities	5,475,800	7,172,467	3,739,379	3,492,496	9,215,179	10,664,963
Total liabilities	30,538,667	28,926,145	17,158,655	11,961,988	47,697,322	40,888,133
Deferred inflows of resources	194,087	1,976,457	39,748	542,467	233,835	2,518,924
Net position:						
Net investment in capital assets	30,598,928	28,575,812	26,725,666	29,645,185	57,324,594	58,220,997
Restricted	2,606,663	2,762,237	2,846,572	2,568,103	5,453,235	5,330,340
Unrestricted	10,124,022	8,805,312	19,808,544	10,923,626	29,932,566	19,728,938
Total net position	\$ 43,329,613	\$ 40,143,361	\$ 49,380,782	\$ 43,136,914	\$ 92,710,395	\$ 83,280,275

An additional portion of the City’s net position (6%) represents resources that are subject to external restriction on how they may be used. The remaining balance of unrestricted net position \$29,932,566, may be used to meet the government’s ongoing obligation to citizens and creditors.

As of September 30, 2023, the City is able to report positive balances in all three categories of net position, both for the government as a whole, as well as for its separate categories – governmental and business-type activities.

## Analysis of the City's Operations

The following table provides a summary of the City's operations for the year ended September 30, 2023. Governmental activities increased the City of Universal City's net position by \$3,346,252, accounting for 35% of the total growth in net position. Business-type activities increased the City's net position by \$6,243,868, accounting for 65% of total growth in net position.

	Governmental Activities		Business-Type Activities		Total	
	2023	2022	2023	2022	2023	2022
Revenues:						
Program revenues:						
Charges for services	\$ 3,438,805	\$ 2,729,710	\$ 17,089,645	\$ 13,835,866	\$ 20,528,450	\$ 16,565,576
Capital grants and contributions	1,121,643	2,158,292	-	300,000	1,121,643	2,458,292
General revenues:						
Property taxes	8,255,342	9,548,582	-	-	8,255,342	9,548,582
Franchise fees	1,345,246	1,502,863	-	-	1,345,246	1,502,863
Sales taxes	5,613,694	4,945,730	-	-	5,613,694	4,945,730
Hotel/motel taxes	102,539	97,270	-	-	102,539	97,270
Mixed drink	76,102	76,328	-	-	76,102	76,328
Interest and investment earnings	1,353,325	246,936	1,004,592	148,449	2,357,917	395,385
Miscellaneous	219,634	216,398	-	-	219,634	216,398
Total revenues	<u>21,526,330</u>	<u>21,522,109</u>	<u>18,094,237</u>	<u>14,284,315</u>	<u>39,620,567</u>	<u>35,806,424</u>
Expenses:						
Administration	3,418,371	3,447,498	-	-	3,418,371	3,447,498
Planning and development	1,013,760	1,349,480	-	-	1,013,760	1,349,480
Finance	722,098	519,013	-	-	722,098	519,013
Municipal court	319,928	296,713	-	-	319,928	296,713
General services division	1,767,082	1,897,646	-	-	1,767,082	1,897,646
Police	4,777,695	3,988,012	-	-	4,777,695	3,988,012
Fire	3,537,731	2,982,503	-	-	3,537,731	2,982,503
Library	598,468	457,688	-	-	598,468	457,688
Vehicle and equipment maintenance	272,886	250,105	-	-	272,886	250,105
Animal shelter	631,753	587,446	-	-	631,753	587,446
Parks and recreation	998,620	982,579	-	-	998,620	982,579
Golf course	-	131,386	-	-	-	131,386
Interest and other fees	503,081	603,660	-	-	-	603,660
Water and sewer utility	-	-	8,064,640	7,569,165	8,064,640	7,569,165
Golf course	-	-	2,845,852	2,332,768	2,845,852	2,332,768
Stormwater	-	-	558,482	633,169	558,482	633,169
Total expenses	<u>18,561,473</u>	<u>17,493,729</u>	<u>11,468,974</u>	<u>10,535,102</u>	<u>29,527,366</u>	<u>28,028,831</u>
Increase (decrease) in net position before transfers	2,964,857	4,028,380	6,625,263	3,749,213	9,590,120	7,777,593
Transfers	<u>381,395</u>	<u>(1,172,115)</u>	<u>(381,395)</u>	<u>1,172,115</u>	<u>-</u>	<u>-</u>
Increase (decrease) in net position	3,346,252	2,856,265	6,243,868	4,921,328	9,590,120	7,777,593
Beginning net position	40,143,361	37,287,096	43,136,914	38,215,586	83,280,275	75,502,682
Restatement of net position	<u>(160,000)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(160,000)</u>	<u>-</u>
Ending net position	<u>\$ 43,329,613</u>	<u>\$ 40,143,361</u>	<u>\$ 49,380,782</u>	<u>\$ 43,136,914</u>	<u>\$ 92,710,395</u>	<u>\$ 83,280,275</u>

## FINANCIAL ANALYSIS OF THE GOVERNMENT FUNDS

### Governmental Funds

The focus of the City of Universal City’s governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the City’s financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government’s net resources available for spending at the end of the fiscal year.

At the end of the current fiscal year, the City of Universal City’s governmental funds reported combined ending fund balances of \$24,324,807. Approximately 66.3% of this total amount (\$16,116,100) constitutes unassigned fund balance. The remainder of the fund balance is restricted or assigned.

The general fund is the primary operating fund of the City. During the year, revenues exceeded expenditures in the general fund by \$1,723,696. Net transfers to other funds of \$159,228 decreased this to \$1,564,468. In the capital projects fund, expenditures exceeded revenues by \$1,015,836. Net transfers increased this to \$475,213. In the debt service fund, expenditures exceeded revenues by \$50,879.

### Proprietary Funds

The City’s proprietary fund statements provide the same type of information found in the government-wide financial statements, but in more detail.

Unrestricted net position in the respective proprietary funds are water and sewer of \$16,229,658, stormwater management of \$1,253,849 and golf course of \$2,325,037. The funds had changes in net position in 2023 as follows: water and sewer of \$4,618,942, stormwater management of \$906,256, and golf course of \$718,670.

### General Fund Budgetary Highlights

An annual budget is legally adopted for the general fund. Expenditures were under budget by \$282,378.

## CAPITAL ASSETS

The City of Universal City’s investment in capital assets for its governmental and business type activities as of September 30, 2023, amounts to \$79,341,410 (net of accumulated depreciation). This investment in capital assets includes land, buildings, and improvements other than buildings, equipment, water rights, infrastructure and construction in progress.

### CAPITAL ASSETS AT YEAR END (NET OF ACCUMULATED DEPRECIATION)

	Governmental Activities		Business-Type Activities		Total	
	2023	2022	2023	2022	2023	2022
Land	\$ 6,976,157	\$ 6,976,157	\$ 492,908	\$ 332,602	\$ 7,469,065	\$ 7,308,759
Buildings and improvements	7,416,334	7,793,424	1,221,340	1,277,239	8,637,674	9,070,663
Improvements other than buildings	1,552,879	1,705,257	-	-	1,552,879	1,705,257
Utility plant and easements	-	-	25,708,729	25,388,716	25,708,729	25,388,716
Transportation and equipment	1,981,748	1,797,862	1,295,877	1,150,470	3,277,625	2,948,332
Water rights	-	-	8,633,818	8,511,671	8,633,818	8,511,671
Infrastructure	13,815,386	13,414,840	-	-	13,815,386	13,414,840
Construction in progress	9,322,498	8,545,186	923,736	676,551	10,246,234	9,221,737
	<u>\$ 41,065,002</u>	<u>\$ 40,232,726</u>	<u>\$ 38,276,408</u>	<u>\$ 37,337,249</u>	<u>\$ 79,341,410</u>	<u>\$ 77,569,975</u>

Additional information on capital assets can be found in note 5 on pages 38-39.

## DEBT ADMINISTRATION

At the end of the current fiscal year, the City of Universal City had total outstanding debt of \$26,031,791. Of this amount, \$14,265,000 comprises bonded debt backed by the full faith and credit of the government and \$10,510,000 represents bonds secured solely by water and sewer revenues. Notes payables of \$795,359 are capital leases secured by a fire truck, equipment, a street sweeper, golf carts, and golf equipment.

	Governmental Activities		Business-Type Activities		Total	
	2023	2022	2023	2022	2023	2022
General obligation bonds	\$ 12,310,000	\$ 13,714,000	\$ -	\$ -	\$ 12,310,000	\$ 13,714,000
Revenue bonds	-	-	10,510,000	6,960,000	10,510,000	6,960,000
Certificates of obligation	1,955,000	2,095,000	-	-	1,955,000	2,095,000
Notes payable	<u>211,267</u>	<u>269,354</u>	<u>584,092</u>	<u>406,949</u>	<u>795,359</u>	<u>676,303</u>
Totals	14,476,267	16,078,354	11,094,092	7,366,949	25,570,359	23,445,303
Compensated absences	<u>349,632</u>	<u>458,872</u>	<u>111,800</u>	<u>155,661</u>	<u>461,432</u>	<u>614,533</u>
Total debt	<u>\$ 14,825,899</u>	<u>\$ 16,537,226</u>	<u>\$ 11,205,892</u>	<u>\$ 7,522,610</u>	<u>\$ 26,031,791</u>	<u>\$ 24,059,836</u>

The City of Universal City maintains an AA+ rating from Standard and Poor’s, with municipal bond insurance. Additional information on the City of Universal City’s long-term debt can be found in note 6 pages 40-41.

## ECONOMIC FACTORS AND NEXT YEAR’S BUDGET

The adjusted property taxable values used for the fiscal year 2024 budget preparation were down approximately 7% from prior year values. The decrease in the adjusted property values is related to tax ceilings such as exemptions for homeowners 65 and older or disabled persons. General operating fund expenditures increased for fiscal year 2024 due in part to capital items for general services, fire, and police.

New commercial and retail structures began development during the 2023 Fiscal Year. The tenancy of those structures, whether owner-occupied or lease tenants, will contribute to the overall economic viability of the City. The tenancy of the buildings will supply new tax revenues for the future and support ad valorem and sales tax revenues to fund capital projects and City operations included in the General Fund.

The City’s sales tax revenues remain healthy. Residential development and home sales continued at an accelerated pace with new phases coming online in the 2024 Fiscal Year.

Multiple Planned Unit Developments have completed their entitlements with the City. Future construction of mixed-use projects and apartment complexes will be prominent over the next few years.

The Aviation District Master Plan was adopted by both the City and the Economic Development Corporation (EDC). The EDC Board has made ardent strides in identifying and purchasing key properties that are required to bring the plan to fruition. Additionally, infrastructure upgrades and improvements in the adjoining residential areas contribute to the economic viability of the Plan.

## REQUEST FOR INFORMATION

This financial report is designed to provide our citizens, customers, investors, and creditors with a general overview of the City’s finances. If you have questions about this report or need any additional information, contact the Finance Department, Attention: Finance Director, at 2150 Universal City Boulevard, Universal City, Texas 78148, or call (210) 659-0333.

## **BASIC FINANCIAL STATEMENTS**

The basic financial statements include integrated sets of financial statements as required by the Government Accounting Standards Board (GASB).

The sets of statements include:

- Government–Wide Financial Statements
- Fund Financial Statements:
  - Governmental Funds
  - Proprietary Funds

In addition, the notes to the financial statements are included to provide information that is essential to a user’s understanding of the basic financial statements.

## CITY OF UNIVERSAL CITY, TEXAS

## STATEMENT OF NET POSITION

September 30, 2023

	Primary Government			Component Unit
	Governmental Activities	Business-Type Activities	Total	Universal City Economic Development Corporation
Assets:				
Cash and investments	\$ 26,270,138	\$ 17,784,833	\$ 44,054,971	\$ 3,957,970
Receivables: (net of allowances for uncollectibles)				
Taxes	258,847	-	258,847	-
Accounts	-	1,649,788	1,649,788	-
Other	948,002	-	948,002	-
Due from other governments	670,070	-	670,070	451,875
Due from primary government	-	-	-	-
Due from component unit	214,374	-	214,374	-
Internal balances	915,850	(915,850)	-	-
Inventories	-	452,285	452,285	-
Prepaid expenses	16,828	601	17,429	-
Restricted assets:				
Cash	-	8,286,611	8,286,611	-
Capital assets:				
Land	6,976,157	492,908	7,469,065	-
Building and improvements	12,652,046	2,253,028	14,905,074	-
Improvements other than buildings	7,140,795	-	7,140,795	-
Utility plant and easements	-	38,489,702	38,489,702	-
Transportation and equipment	11,881,626	5,557,352	17,438,978	-
Water rights	-	8,633,818	8,633,818	-
Infrastructure	28,953,955	-	28,953,955	-
Construction in progress	9,322,498	923,736	10,246,234	-
Accumulated depreciation	<u>(35,862,075)</u>	<u>(18,074,136)</u>	<u>(53,936,211)</u>	<u>-</u>
Total assets	<u>70,359,111</u>	<u>65,534,676</u>	<u>135,893,787</u>	<u>4,409,845</u>
Deferred outflows of resources:				
Deferred charge on pension - TMRS	3,648,175	1,028,974	4,677,149	-
Deferred charge on OPEB - TMRS	<u>55,081</u>	<u>15,535</u>	<u>70,616</u>	<u>-</u>
Total deferred outflows of resources	<u>3,703,256</u>	<u>1,044,509</u>	<u>4,747,765</u>	<u>-</u>
Total assets and deferred outflows of resources	<u>\$ 74,062,367</u>	<u>\$ 66,579,185</u>	<u>\$ 140,641,552</u>	<u>\$ 4,409,845</u>

The accompanying notes are an integral part of these financial statements.

## CITY OF UNIVERSAL CITY, TEXAS

## STATEMENT OF NET POSITION

September 30, 2023

	Primary Government			Component Unit
	Governmental Activities	Business-Type Activities	Total	Universal City Economic Development Corporation
Liabilities and net position:				
Liabilities:				
Accounts payable and other current liabilities	\$ 926,333	\$ 1,304,541	\$ 2,230,874	\$ -
Accrued interest payable	60,616	-	60,616	7,909
Customer deposits	-	1,049,316	1,049,316	-
Due to component unit	-	-	-	-
Due to primary government	-	-	-	214,374
Unearned revenues	2,836,120	98,310	2,934,430	-
Payable from restricted assets:				
Current portion of long-term debt	-	961,160	961,160	-
Accrued interest payable	-	30,807	30,807	-
Noncurrent liabilities:				
Net pension liability	10,446,100	2,946,336	13,392,436	-
OPEB liability - TMRS	236,849	66,803	303,652	-
OPEB liability - Retiree health	301,809	-	301,809	-
Due within one year	1,652,731	295,245	1,947,976	381,000
Due in more than one year	<u>14,078,109</u>	<u>10,406,137</u>	<u>24,484,246</u>	<u>3,054,000</u>
Total liabilities	<u>30,538,667</u>	<u>17,158,655</u>	<u>47,697,322</u>	<u>3,657,283</u>
Deferred inflows of resources:				
Deferred inflow on pension - TMRS	-	-	-	-
Deferred inflow on OPEB - TMRS	140,923	39,748	180,671	-
Deferred inflow on OPEB - Retiree health	<u>53,164</u>	<u>-</u>	<u>53,164</u>	<u>-</u>
Total deferred inflows of resources	<u>194,087</u>	<u>39,748</u>	<u>233,835</u>	<u>-</u>
Net position:				
Net investment in capital assets	30,598,928	26,725,666	57,324,594	-
Restricted for:				
Special revenue	1,541,899	-	1,541,899	-
Debt service	1,064,764	-	1,064,764	-
Impact fees	-	2,846,572	2,846,572	-
Unrestricted	<u>10,124,022</u>	<u>19,808,544</u>	<u>29,932,566</u>	<u>752,562</u>
Total net position	<u>43,329,613</u>	<u>49,380,782</u>	<u>92,710,395</u>	<u>752,562</u>
Total liabilities, deferred inflows of resources and net position	<u>\$ 74,062,367</u>	<u>\$ 66,579,185</u>	<u>\$ 140,641,552</u>	<u>\$ 4,409,845</u>

The accompanying notes are an integral part of these financial statements.

CITY OF UNIVERSAL CITY, TEXAS

STATEMENT OF ACTIVITIES

For the year ended September 30, 2023

Functions / Programs	Expenses	Program Revenues		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
Primary government:				
Governmental activities:				
Administration	\$ 3,418,371	\$ 776,719	\$ -	\$ 863,879
Planning and development	1,013,760	883,467	-	-
Finance	722,098	-	-	-
Municipal court	319,928	1,597,390	-	-
General services division	1,767,082	-	-	-
Police	4,777,695	19,847	-	9,755
Fire	3,537,731	-	-	2,627
Library	598,468	130	-	13,318
Vehicle and equipment maintenance	272,886	-	-	-
Animal shelter	631,753	14,065	-	6,850
Parks and recreation	998,620	96,982	-	225,214
Golf course	-	50,205	-	-
Interest and other fees	503,081	-	-	-
Total government activities	<u>18,561,473</u>	<u>3,438,805</u>	<u>-</u>	<u>1,121,643</u>
Business-type activities:				
Water / sewage utility	8,064,640	11,844,614	-	-
Golf course	2,845,852	4,444,287	-	-
Stormwater management	558,482	800,744	-	-
Total business-type activities	<u>11,468,974</u>	<u>17,089,645</u>	<u>-</u>	<u>-</u>
Total primary government	<u>\$ 30,030,447</u>	<u>\$ 20,528,450</u>	<u>\$ -</u>	<u>\$ 1,121,643</u>
Component unit:				
Economic Development Corporation	<u>\$ 1,923,152</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

General revenues:

Taxes

- General property taxes
- Franchise taxes
- Sales taxes
- Hotel / motel taxes
- Mixed drink taxes
- Interest and investment earnings
- Miscellaneous

Transfers

Total general revenues

Change in net position

Net position - beginning of year

Restatement of net position

Net position - end of year

The accompanying notes are an integral part of these financial statements.

Changes in Net Position			
Primary Government			Component Unit
Governmental	Business-Type		Universal City
Activities	Activities	Total	Economic Development Corporation
\$ (1,777,773)	\$ -	\$ (1,777,773)	\$ -
(130,293)	-	(130,293)	-
(722,098)	-	(722,098)	-
1,277,462	-	1,277,462	-
(1,767,082)	-	(1,767,082)	-
(4,748,093)	-	(4,748,093)	-
(3,535,104)	-	(3,535,104)	-
(585,020)	-	(585,020)	-
(272,886)	-	(272,886)	-
(610,838)	-	(610,838)	-
(676,424)	-	(676,424)	-
50,205	-	50,205	-
(503,081)	-	(503,081)	-
<u>(14,001.025)</u>	<u>-</u>	<u>(14,001.025)</u>	<u>-</u>
-	3,779,974	3,779,974	-
-	1,598,435	1,598,435	-
-	242,262	242,262	-
-	<u>5,620,671</u>	<u>5,620,671</u>	-
<u>(14,001.025)</u>	<u>5,620,671</u>	<u>(8,380,354)</u>	<u>(1,923,152)</u>
8,255,342	-	8,255,342	-
1,345,246	-	1,345,246	-
5,613,694	-	5,613,694	1,761,757
102,539	-	102,539	-
76,102	-	76,102	-
1,353,325	1,004,592	2,357,917	59,558
219,634	-	219,634	20,927
<u>381,395</u>	<u>(381,395)</u>	<u>-</u>	<u>-</u>
<u>17,347,277</u>	<u>623,197</u>	<u>17,970,474</u>	<u>1,842,242</u>
3,346,252	6,243,868	9,590,120	(80,910)
<u>40,143,361</u>	<u>43,136,914</u>	<u>83,280,275</u>	<u>673,472</u>
<u>(160,000)</u>	<u>-</u>	<u>(160,000)</u>	<u>160,000</u>
\$ <u>43,329,613</u>	\$ <u>49,380,782</u>	\$ <u>92,710,395</u>	\$ <u>752,562</u>

CITY OF UNIVERSAL CITY, TEXAS

BALANCE SHEET – GOVERNMENTAL FUNDS

September 30, 2023

	Major Funds			Total Governmental Funds
	General Fund	Capital Projects Fund	Debt Service Fund	
<b>Assets:</b>				
Cash and temporary investments	\$ 20,042,920	\$ 4,965,045	\$ 1,262,173	\$ 26,270,138
<b>Receivables:</b> (net of allowances for uncollectibles)				
Property taxes, net	197,714	-	61,133	258,847
Accounts	948,002	-	-	948,002
Due from other governments	670,070	-	-	670,070
Due from other funds	1,126,219	-	293,987	1,420,206
Due from component unit	214,374	-	-	214,374
Prepaid	16,828	-	-	16,828
Total assets	<u>\$ 23,216,127</u>	<u>\$ 4,965,045</u>	<u>\$ 1,617,293</u>	<u>\$ 29,798,465</u>
<b>Liabilities:</b>				
Accounts payable	\$ 664,434	\$ 49,911	\$ -	\$ 714,345
Accrued expenditures	211,988	-	-	211,988
Due to other funds	12,960	-	491,396	504,356
Unearned revenues	3,784,122	-	-	3,784,122
Total liabilities	<u>4,673,504</u>	<u>49,911</u>	<u>491,396</u>	<u>5,214,811</u>
<b>Deferred inflows of resources:</b>				
Unavailable revenue - property taxes	197,714	-	61,133	258,847
<b>Fund balances:</b>				
<b>Nonspendable:</b>				
Prepaid	16,828	-	-	16,828
<b>Restricted:</b>				
PEG funds	385,965	-	-	385,965
Public safety	66,653	-	-	66,653
Fire	2,927	-	-	2,927
Library improvements	15,084	-	-	15,084
Hotel / motel	507,481	-	-	507,481
Child safety	96,645	-	-	96,645
Blue Santa	100	-	-	100
Animal shelter	40,528	-	-	40,528
Court technology	119,429	-	-	119,429
Court security	142,017	-	-	142,017
Northlake roads	150,000	-	-	150,000
Veterans park	13,434	-	-	13,434
Opiod abatement	1,636	-	-	1,636
Debt service	-	-	1,064,764	1,064,764
Capital projects	-	4,915,134	-	4,915,134
<b>Assigned:</b>				
Capital projects	670,082	-	-	670,082
Unassigned	16,116,100	-	-	16,116,100
Total fund balances	<u>18,344,909</u>	<u>4,915,134</u>	<u>1,064,764</u>	<u>24,324,807</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 23,216,127</u>	<u>\$ 4,965,045</u>	<u>\$ 1,617,293</u>	<u>\$ 29,798,465</u>

The accompanying notes are an integral part of these financial statements.

CITY OF UNIVERSAL CITY, TEXAS

RECONCILIATION OF THE GOVERNMENTAL FUNDS  
BALANCE SHEET TO THE STATEMENT OF NET POSITION

September 30, 2023

Total fund balance - total governmental funds	\$ 24,324,807
Amounts reported for governmental activities in the statement of net position are different because:	
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.	41,065,002
Other long-term assets are not available to pay for current-period expenditures and, therefore, are deferred in the funds.	1,206,849
Accrued vacation leave payable is not due and payable in the current period and, therefore, not reported in the funds.	(349,632)
Long-term liabilities are not due and payable in the current period and, therefore, not reported in the funds:	
Bonds and notes payable	(15,381,208)
Net pension liability	(10,446,100)
OPEB liability - TMRS	(236,849)
OPEB liability - Retiree health	(301,809)
Deferred outflows/inflows	3,509,169
Accrued interest payable on long-term-bonds is not due and payable in the current period and, therefore, not reported in the funds.	<u>(60,616)</u>
Total net position of governmental activities	<u>\$ 43,329,613</u>

The accompanying notes are an integral part of these financial statements.

CITY OF UNIVERSAL CITY, TEXAS

STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES – GOVERNMENTAL FUNDS

For the year ended September 30, 2023

	Major Funds			Total Governmental Funds
	General Fund	Capital Projects Fund	Debt Service Fund	
Revenues:				
Taxes	\$ 13,499,575	\$ -	\$ 2,090,182	\$ 15,589,757
Licenses and permits	1,187,896	-	-	1,187,896
Intergovernmental	1,655,021	-	-	1,655,021
Contributions from component unit	220,332	-	-	220,332
Fines and forfeitures	1,173,666	-	-	1,173,666
Interest	1,031,959	248,548	72,818	1,353,325
Miscellaneous	219,819	-	-	219,819
Total revenues	<u>18,988,268</u>	<u>248,548</u>	<u>2,163,000</u>	<u>21,399,816</u>
Expenditures:				
Current:				
Administrative	2,975,817	-	-	2,975,817
Planning and development	856,142	-	-	856,142
Finance	610,566	-	-	610,566
Municipal court	270,676	-	-	270,676
General services division	1,512,364	-	-	1,512,364
Police	4,275,390	-	-	4,275,390
Fire	2,924,803	-	-	2,924,803
Library	414,035	-	-	414,035
Vehicle and equipment maintenance	230,451	-	-	230,451
Animal shelter	534,926	-	-	534,926
Parks and recreation	867,993	-	-	867,993
Capital outlay	1,791,409	1,197,815	-	2,989,224
Debt service:				
Principal	-	58,087	1,544,000	1,602,087
Interest and fiscal charges	-	8,482	568,121	576,603
Bond issuance costs	-	-	-	-
Total expenditures	<u>17,264,572</u>	<u>1,264,384</u>	<u>2,112,121</u>	<u>20,641,077</u>
Excess (deficiency) of revenues over (under) expenditures	<u>1,723,696</u>	<u>(1,015,836)</u>	<u>50,879</u>	<u>758,739</u>
Other financing sources (uses):				
Transfers in (out)	<u>(159,228)</u>	<u>540,623</u>	<u>-</u>	<u>381,395</u>
Total other financing sources (uses)	<u>(159,228)</u>	<u>540,623</u>	<u>-</u>	<u>381,395</u>
Net change in fund balances	1,564,468	(475,213)	50,879	1,140,134
Fund balances at beginning of year	<u>16,940,441</u>	<u>5,390,347</u>	<u>1,013,885</u>	<u>23,344,673</u>
Restatement of fund balance	<u>(160,000)</u>	<u>-</u>	<u>-</u>	<u>(160,000)</u>
Fund balances at end of year	<u>\$ 18,344,909</u>	<u>\$ 4,915,134</u>	<u>\$ 1,064,764</u>	<u>\$ 24,324,807</u>

The accompanying notes are an integral part of these financial statements.

CITY OF UNIVERSAL CITY, TEXAS

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS  
TO THE STATEMENT OF ACTIVITIES

For the year ended September 30, 2023

Net change in fund balances - governmental funds	\$ 1,140,134
Amounts reported for governmental activities in the statement of activities are different because:	
Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlay exceeded depreciation expense.	832,276
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.	1,661,691
The change in the liability for net pension and OPEB liabilities does not consume a current financial resource and is therefore not reported as an expenditure in the governmental funds.	(537,522)
Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.	<u>249,673</u>
Change in net position of governmental activities	<u>\$ 3,346,252</u>

The accompanying notes are an integral part of these financial statements.

CITY OF UNIVERSAL CITY, TEXAS

STATEMENT OF NET POSITION – PROPRIETARY FUNDS

September 30, 2023

	Business-Type Activities - Enterprise Funds			
	Water / Sewer Fund	Golf Course Fund	Stormwater Fund	Total
Current assets:				
Cash and investments	\$ 12,552,234	\$ 3,880,637	\$ 1,351,962	\$ 17,784,833
Receivables (net of allowances for uncollectibles)				
Accounts	1,266,300	304,965	78,523	1,649,788
Due from other funds	3,569	-	1,062	4,631
Inventories	407,252	45,033	-	452,285
Cash - restricted	8,286,611	-	-	8,286,611
Prepays	244	357	-	601
Total current assets	<u>22,516,210</u>	<u>4,230,992</u>	<u>1,431,547</u>	<u>28,178,749</u>
Deferred outflows of resources:				
Deferred outflow - TMRS OPEB	8,700	5,748	1,087	15,535
Deferred outflow - TMRS pension	<u>576,225</u>	<u>380,720</u>	<u>72,029</u>	<u>1,028,974</u>
Total deferred outflows of resources	<u>584,925</u>	<u>386,468</u>	<u>73,116</u>	<u>1,044,509</u>
Capital assets:				
Land	492,908	-	-	492,908
Building and improvements	2,253,028	-	-	2,253,028
Utility plant and easements	32,556,997	-	5,932,705	38,489,702
Transportation and equipment	2,805,436	2,176,931	574,985	5,557,352
Water rights	8,633,818	-	-	8,633,818
Construction in progress	-	-	923,736	923,736
Accumulated depreciation	<u>(15,342,691)</u>	<u>(1,372,941)</u>	<u>(1,358,504)</u>	<u>(18,074,136)</u>
Capital assets net of accumulated depreciation	<u>31,399,496</u>	<u>803,990</u>	<u>6,072,922</u>	<u>38,276,408</u>
Total assets and deferred outflows of resources				
	<u>\$ 54,500,631</u>	<u>\$ 5,421,450</u>	<u>\$ 7,577,585</u>	<u>\$ 67,499,666</u>

The accompanying notes are an integral part of these financial statements.

CITY OF UNIVERSAL CITY, TEXAS

STATEMENT OF NET POSITION – PROPRIETARY FUNDS

September 30, 2023

	Business-Type Activities - Enterprise Funds			
	Water / Sewer Fund	Golf Course Fund	Stormwater Fund	Total
Liabilities and net position:				
Current liabilities:				
Accounts payable	\$ 1,131,676	\$ 58,882	\$ 23,586	\$ 1,214,144
Accrued wages	31,890	54,372	4,135	90,397
Compensated absences/vacation leave	70,538	34,876	6,386	111,800
Due to other funds	1,061	916,415	3,005	920,481
Customer deposits	1,049,316	-	-	1,049,316
Unearned revenues	-	98,310	-	98,310
Current portion of notes payable	-	156,461	26,984	183,445
Total current liabilities	<u>2,284,481</u>	<u>1,319,316</u>	<u>64,096</u>	<u>3,667,893</u>
Current liabilities payable from Restricted assets:				
Current portion of revenue bonds	961,160	-	-	961,160
Accrued interest payable	30,807	-	-	30,807
Total current liabilities payable from restricted assets	<u>991,967</u>	<u>-</u>	<u>-</u>	<u>991,967</u>
Noncurrent liabilities:				
Net pension liability	1,649,948	1,090,144	206,244	2,946,336
OPEB liability	37,410	24,717	4,676	66,803
Notes payable	-	377,611	23,036	400,647
Revenue bonds	10,005,490	-	-	10,005,490
Total noncurrent liabilities	<u>11,692,848</u>	<u>1,492,472</u>	<u>233,956</u>	<u>13,419,276</u>
Total liabilities	<u>14,969,296</u>	<u>2,811,788</u>	<u>298,052</u>	<u>18,079,136</u>
Deferred inflows of resources:				
Deferred inflow - TMRS pension	-	-	-	-
Deferred inflow - TMRS OPEB	22,259	14,707	2,782	39,748
Total deferred inflows of resources	<u>22,259</u>	<u>14,707</u>	<u>2,782</u>	<u>39,748</u>
Net position:				
Net investment in capital assets	20,432,846	269,918	6,022,902	26,725,666
Restricted - impact fees	2,846,572	-	-	2,846,572
Unrestricted	16,229,658	2,325,037	1,253,849	19,808,544
Total net position	<u>39,509,076</u>	<u>2,594,955</u>	<u>7,276,751</u>	<u>49,380,782</u>
Total liabilities, deferred inflows of resources and net position	<u>\$ 54,500,631</u>	<u>\$ 5,421,450</u>	<u>\$ 7,577,585</u>	<u>\$ 67,499,666</u>

The accompanying notes are an integral part of these financial statements.

CITY OF UNIVERSAL CITY, TEXAS

STATEMENT OF REVENUES, EXPENSES, AND  
CHANGES IN FUND NET POSITION - PROPRIETARY FUNDS

For the year ended September 30, 2023

	Business-Type Activities - Enterprise Funds			Total
	Water / Sewer Fund	Golf Course Fund	Stormwater Fund	
Operating revenues:				
Water revenues	\$ 6,030,691	\$ -	\$ -	\$ 6,030,691
Sewer revenues	4,820,000	-	-	4,820,000
Stormwater revenues	-	-	800,574	800,574
Golf course fees	-	1,667,220	-	1,667,220
Other fees and service charges	714,162	-	-	714,162
Sales tax	-	1,761,756	-	1,761,756
Sales, net of costs of goods sold	-	911,073	-	911,073
Miscellaneous revenues	<u>279,761</u>	<u>80,238</u>	<u>170</u>	<u>360,169</u>
Total operating revenues	<u>11,844,614</u>	<u>4,420,287</u>	<u>800,744</u>	<u>17,065,645</u>
Operating expenses:				
Public works	1,247,083	-	-	1,247,083
Administration	375,549	-	-	375,549
Water department	2,333,480	-	-	2,333,480
Sewer department	2,831,039	-	-	2,831,039
Stormwater department	-	-	374,685	374,685
Golf course operating cost	-	2,604,212	-	2,604,212
Depreciation	<u>808,205</u>	<u>227,717</u>	<u>183,797</u>	<u>1,219,719</u>
Total operating expenses	<u>7,595,356</u>	<u>2,831,929</u>	<u>558,482</u>	<u>10,985,767</u>
Operating income	<u>4,249,258</u>	<u>1,588,358</u>	<u>242,262</u>	<u>6,079,878</u>
Nonoperating revenues (expenses):				
Interest income	838,968	151,630	13,994	1,004,592
Gain on sale of asset	-	24,000	-	24,000
Transfers in (out)	-	(1,031,395)	650,000	(381,395)
Interest and fiscal charges	<u>(469,284)</u>	<u>(13,923)</u>	<u>-</u>	<u>(483,207)</u>
Total nonoperating revenues (expenses)	<u>369,684</u>	<u>(869,688)</u>	<u>663,994</u>	<u>163,990</u>
Change in net position	4,618,942	718,670	906,256	6,243,868
Net position at beginning of year	<u>34,890,134</u>	<u>1,876,285</u>	<u>6,370,495</u>	<u>43,136,914</u>
Net position at end of year	<u>\$ 39,509,076</u>	<u>\$ 2,594,955</u>	<u>\$ 7,276,751</u>	<u>\$ 49,380,782</u>

The accompanying notes are an integral part of these financial statements.

CITY OF UNIVERSAL CITY, TEXAS

STATEMENT OF CASH FLOWS - PROPRIETARY FUNDS

For the year ended September 30, 2023

	Business-Type Activities - Enterprise Funds			
	Water / Sewer Fund	Golf Course Fund	Stormwater Fund	Total
Cash flows from operating activities:				
Cash received from customers	\$ 11,857,268	\$ 4,103,859	\$ 801,805	\$ 16,762,932
Cash paid for employee wages and benefits	(1,506,901)	(1,401,096)	(185,944)	(3,093,941)
Cash paid to suppliers for goods and services	(5,416,476)	(1,154,051)	(221,714)	(6,792,241)
Net cash provided by operating activities	<u>4,933,891</u>	<u>1,548,712</u>	<u>394,147</u>	<u>6,876,750</u>
Cash flows from capital and related financing activities:				
Purchase/construction of capital assets	(1,527,758)	(359,936)	(247,185)	(2,134,879)
Principal payments on long-term debt	(895,000)	(180,511)	(26,282)	(1,101,793)
Proceeds from bonds and notes	4,445,000	383,936	-	4,828,936
Premium on bonds	187,695	-	-	187,695
Interest and fiscal charges paid	(511,349)	(13,923)	-	(525,272)
Net cash used in capital and related financing activities	<u>1,698,588</u>	<u>(170,434)</u>	<u>(273,467)</u>	<u>1,254,687</u>
Cash flows from noncapital financing activities:				
Transfers from/to other funds	-	(1,031,395)	650,000	(381,395)
Due to/from other funds	(1,046,013)	1,469,094	282,437	705,518
Net cash provided by noncapital financing activities	<u>(1,046,013)</u>	<u>437,699</u>	<u>932,437</u>	<u>324,123</u>
Cash flows from investing activities:				
Investment interest received	<u>838,969</u>	<u>151,630</u>	<u>13,994</u>	<u>1,004,593</u>
Net increase (decrease) in cash and cash equivalents	<u>6,425,435</u>	<u>1,967,607</u>	<u>1,067,111</u>	<u>9,460,153</u>
Cash and cash equivalents at beginning of year:				
Cash and equivalents	11,016,814	1,913,030	284,851	13,214,695
Restricted cash and equivalents	<u>3,396,596</u>	<u>-</u>	<u>-</u>	<u>3,396,596</u>
Total cash and equivalents at beginning of year	<u>14,413,410</u>	<u>1,913,030</u>	<u>284,851</u>	<u>16,611,291</u>
Cash and equivalents at end of year:				
Cash and equivalents	12,552,234	3,880,637	1,351,962	17,784,833
Restricted cash and equivalents	<u>8,286,611</u>	<u>-</u>	<u>-</u>	<u>8,286,611</u>
Total cash and equivalents at end of year	<u>\$ 20,838,845</u>	<u>\$ 3,880,637</u>	<u>\$ 1,351,962</u>	<u>\$ 26,071,444</u>

The accompanying notes are an integral part of these financial statements.

CITY OF UNIVERSAL CITY, TEXAS

STATEMENT OF CASH FLOWS - PROPRIETARY FUNDS

For the year ended September 30, 2023

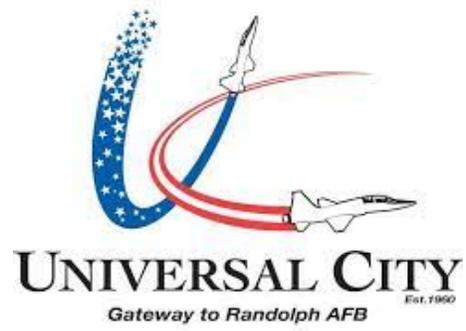
	Business-Type Activities - Enterprise Funds			
	Water / Sewer Fund	Golf Course Fund	Stormwater Fund	Total
Reconciliation of operating income to net cash provided by (used in) operating activities:				
Operating income	\$ 4,249,258	\$ 1,588,358	\$ 242,262	\$ 6,079,878
Adjustments to reconcile operating income (loss) to net cash provided by (used in) operating activities:				
Depreciation	808,205	227,717	183,797	1,219,719
Change in net pension and OPEB expense	84,900	56,095	10,612	151,607
(Increase) decrease in operating assets:				
Accounts receivable	(76,141)	(302,007)	1,061	(377,087)
Inventory	(217,547)	(822)	-	(218,369)
Prepaid	(244)	(357)	-	(601)
Increase (decrease) in operating liabilities:				
Accounts payable	18,554	16,527	(44,112)	(9,031)
Accrued wages and benefits	(21,888)	(22,378)	527	(43,739)
Utility deposits	88,794	-	-	88,794
Deferred revenue	-	(14,421)	-	(14,421)
Total adjustments	684,633	(39,646)	151,885	796,872
Net cash provided by operating activities	\$ 4,933,891	\$ 1,548,712	\$ 394,147	\$ 6,876,750

SCHEDULE OF NONCASH ACTIVITIES

Actuarially determined change in				
Net pension liability	\$ 664,508	\$ 55,712	\$ 10,540	\$ 730,760
Other postemployment benefit liability	(20,125)	383	72	(19,670)

The accompanying notes are an integral part of these financial statements.

**NOTES TO BASIC FINANCIAL STATEMENTS**



## CITY OF UNIVERSAL CITY, TEXAS

## NOTES TO BASIC FINANCIAL STATEMENTS

September 30, 2023

(1) Summary of significant accounting policies

The City of Universal City, Texas, (City), was incorporated on September 6, 1960 by Ordinance Number 1. The City Charter was adopted on April 18, 1972, under the provisions of the Home Rule Charter Act of the State of Texas using Ordinance Number 237. The City operates under a council-manager form of government and provides the following services as authorized by its charter: police and fire protection, maintenance of streets, planning and zoning, parks and recreation, general administrative services, water, sewer, and stormwater services, and a golf course.

The financial statements of the City have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The more significant of the City's accounting policies are described below.

## Reporting entity

## Component units

As required by generally accepted accounting principles, these financial statements present the government and its component units, entities for which the government is considered to be financially accountable. Blended component units, although legally separate entities, are, in substance, part of the government's operations; thus, data from these units, if any existed, would be combined with data of the primary government. Each discretely presented component unit, on the other hand, is reported in a separate column in the government-wide financial statements to emphasize it is legally separate from the government.

The City of Universal City has a component unit displayed as a discretely presented component unit. The component unit, Universal City Economic Development Corporation (EDC), was organized under Vernon's Civil Statutes, Section 4B 5190.6, to establish a nonprofit corporation for the sole purpose of economic development and enhancement of Universal City. The fiscal year of the EDC is October 1 through September 30. The EDC has seven (7) board members, with the city manager acting as an advisor to the Board. The EDC provides direct services and benefits to the City, its business community, and citizens and functions as an integral part of the City's operations by promoting and incentivizing economic growth and development for the community.

The Universal City Economic Development Corporation is included within the financial statements of the City of Universal City due to the significance of the corporation's operational and financial relationship with the City. The financial data of the component unit is recognized in the financial statements as a discretely presented component unit. It is reported in a separate column on the government-wide financial statements to emphasize it is legally separate from the government. Separately issued financial statements for the Universal City Economic Development Corporation may be obtained at the Universal City Municipal Complex.

## Government-wide and fund financial statements

The government-wide financial statements include the statement of net position and the statement of activities. Government-wide statements report information on all of the activities of the City and its component unit. The effect of interfund transfers has been removed from the government-wide statements but continues to be reflected on the fund statements. Governmental activities are supported mainly by taxes and intergovernmental revenues. Business-type activities are financed in whole or in part by fees charged to external parties for goods and services. The primary government is reported separately from the component unit within the government-wide statements.

## CITY OF UNIVERSAL CITY, TEXAS

## NOTES TO BASIC FINANCIAL STATEMENTS

September 30, 2023

(1) Summary of significant accounting policies (continued)

## Government-wide and fund financial statements (continued)

The statement of activities reflects the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include 1) charges of customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function, and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported as general revenues.

Separate fund financial statements are provided for governmental funds and proprietary funds. The general fund, capital projects fund, and debt service fund all meet the criteria of a major governmental fund.

## Measurement focus, basis of accounting, and financial statement presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. This measurement focus is also used for the proprietary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants are recognized as revenue when all applicable eligibility requirements imposed by the provider are met.

Revenues are classified as program revenues and general revenues. Program revenues include 1) charges to customers or applicants for goods, services or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions. General revenues include all taxes, grants not restricted to specific programs and investment earnings.

Governmental fund level financial statements are reported using current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. Measurable and available revenues include revenues expected to be received within 60 days after the fiscal year end.

Receivables which are measurable but not collectible within 60 days after the end of the fiscal period are reported as deferred revenue. Property taxes which were levied prior to September 30, 2023 and became due October 1, 2022, have been assessed to finance the budget of the fiscal year beginning October 1, 2022, and accordingly, have been reflected as deferred inflows of resources and taxes receivable in the fund financial statements at September 30, 2023.

## CITY OF UNIVERSAL CITY, TEXAS

## NOTES TO BASIC FINANCIAL STATEMENTS

September 30, 2023

(1) Summary of significant accounting policies (continued)

Measurement focus, basis of accounting, and financial statement presentation (continued)

Expenditures generally are recorded when a fund liability is incurred; however, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when the liability has matured and payment is due.

The City reports the following major governmental funds:

The general fund is the general operating fund of the City and is always classified as a major fund. The general fund is used to account for all financial resources except those required to be accounted for in another fund. Major revenue sources include property taxes, licenses and permits, fines and forfeitures, sales tax, and franchise taxes. Primary expenditures are for general administration, public safety, and capital acquisition.

The capital projects fund accounts for financial resources to be used for the acquisition and construction of major capital projects and is principally financed by the sale of bonds and tax notes.

The debt service fund accounts for the resources accumulated and payments made for principal and interest on long-term debt of the governmental funds.

Proprietary fund financial statements are used to account for activities, which are similar to those often found in the private sector. The measurement focus is upon determination of net income, financial position and cash flows. The City's proprietary funds are water/sewer fund (used to account for the provision of water and sewer services to residents), the golf course fund, and the stormwater fund. All the proprietary funds qualify as major funds.

The proprietary funds are accounted for using the accrual basis of accounting as follows:

1. Revenues are recognized when earned, and expenses are recognized when liabilities are incurred.
2. Current-year contributions, administrative expenses and benefit payments, which are not received or paid until the subsequent year, are accrued.

Proprietary funds distinguish operating revenues and expenses from non-operating. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations.

#### Cash and cash equivalents

Cash and cash equivalents include cash deposits and investments with a maturity date within three (3) months of the date acquired by the City.

## CITY OF UNIVERSAL CITY, TEXAS

## NOTES TO BASIC FINANCIAL STATEMENTS

September 30, 2023

(1) Summary of significant accounting policies (continued)

## Investments

State statutes authorize the City to invest in (a) obligations of the United States or its agencies and instrumentalities; (b) direct obligations of the State of Texas or its agencies; (c) other obligations, the principal and interest of which are unconditionally guaranteed or insured by the State of Texas or the United States; (d) obligations of states, agencies, counties, cities, and other political subdivisions of any other state having been rated as to investment quality by a nationally recognized investment rating firm and having received a rating of not less than A or its equivalent; (e) certificates of deposit by state and national banks domiciled in this state that are (i) guaranteed or insured by the Federal Deposit Insurance Corporation (FDIC), or its successor; or, (ii) secured by obligations that are described by (a) – (d). Statutes also allow investing in local government investment pools organized and rated in accordance with the Interlocal Cooperation Act, whose assets consist exclusively of the obligations of the United States or its agencies and instrumentalities and repurchase agreements involving those same obligations. Investments are stated at fair value.

At September 30, 2023, the City has all its monies in interest-bearing checking accounts, savings accounts, and TexPool.

## Accounts receivable

Property taxes are levied based on taxable value at January 1 prior to September 30 and become due October 1 and past due after January 31. Accordingly, receivables and revenues for property taxes are reflected on the government-wide statement based on the full accrual method of accounting. Property tax receivables for prior year's levy are shown net of an allowance for uncollectibles.

Accounts receivable from other governments include amounts due from grantors for approved grants for specific programs and reimbursements for services performed by the City. Program grants are recorded as receivables and revenues at the time all eligibility requirements established by the provider have been met.

Reimbursements for services performed are recorded as receivables and revenues when they are earned in the government-wide statements. Included are fines and costs assessed by the court action and billable services for certain contracts. Revenues received in advance of the costs being incurred are recorded as deferred revenue in the fund statements. Receivables are shown net of an allowance for uncollectibles.

## Short-term interfund receivables / payables

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These receivables and payables are classified as "due from other funds" or "due to other funds" on the fund statements. Any residual balances outstanding between the governmental activities and business-type activities are reported in the governmental-wide financial statements as "internal balances".

CITY OF UNIVERSAL CITY, TEXAS

NOTES TO BASIC FINANCIAL STATEMENTS

September 30, 2023

(1) Summary of significant accounting policies (continued)

Inventories

Inventories of consumable supplies are valued at cost, which approximates market, using the first in/first out (FIFO) method. The costs of governmental fund type inventories are recorded as expenditures when consumed rather than when purchased.

Inventories of repair and replacement parts for the utility system are valued at cost, which approximates market, using the FIFO method.

Restricted assets

Certain proceeds of enterprise fund revenue bonds, as well as certain resources set aside for their repayment, are classified as restricted assets on the balance sheet because their use is limited by applicable bond covenants. Funds are segregated to report those proceeds of revenue bond issuances that are restricted for use in construction.

Capital assets

Capital assets, which include land, buildings and improvements, equipment, and infrastructure assets, are reported in the applicable governmental or business-type activities column in the government-wide financial statements. Capital assets such as equipment are defined as assets with a cost of \$2,500 or more. Infrastructure assets include City-owned streets, sidewalks, curbs and bridges. Capital assets are recorded at historical cost if purchased or constructed. Donated capital assets are recorded at estimated acquisition value at the date of donation.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Interest has not been capitalized during the construction period on property, plant and equipment.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings	40 years
Improvements other than buildings	20 years
Transportation and equipment	5 to 15 years
Water and sewer system	15 to 50 years
Infrastructure	10 to 30 years

## CITY OF UNIVERSAL CITY, TEXAS

## NOTES TO BASIC FINANCIAL STATEMENTS

September 30, 2023

(1) Summary of significant accounting policies (continued)

## Compensated absences

Compensated absences are those absences for which employees will be paid, such as vacation, sick leave and sabbatical leave. A liability for compensated absences that is attributable to services already rendered which is not contingent on a specific event that is outside the control of the government and its employees is accrued as employees earn the rights to benefits. Compensated absences that relate to future services or that are contingent on a specific event that is outside the control of the government and its employees are accounted for in the period in which such services are rendered or in which such events take place.

Liabilities for compensated absences are recognized in the fund statements to the extent the liabilities have matured (i.e., are due for payment). Compensated absences are accrued in the government-wide statements.

## Deferred inflows of resources

Property tax revenues are recognized when they become both measurable and available within the fund statements. Available means when due, or past due, and receivable within the current period or expected to be collected soon enough thereafter to be used to pay liabilities of the current period. Property tax revenues not expected to be available for the current period are reflected as deferred inflows of resources.

## Long-term obligations

In the government-wide and proprietary fund financial statements, long-term debt and other long-term obligations are reported as liabilities. On new bond issues, bond premiums and discounts are deferred and amortized over the life of the bond.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

## Fund balance

The City implemented GASB Statement 54 “*Fund Balance Reporting and Governmental Fund Type Definitions*”. This statement provides more clearly defined fund balance categories to make the nature and extent of the constraints placed on a government’s fund balance more transparent. The following classifications describe the relative strength of the spending constraints placed on the purposes for which resources can be used:

- Nonspendable fund balance – amounts that are not in a spendable form (such as inventory) or are required to be maintained intact;
- Restricted fund balance – amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation;

## CITY OF UNIVERSAL CITY, TEXAS

## NOTES TO BASIC FINANCIAL STATEMENTS

September 30, 2023

(1) Summary of significant accounting policies (continued)

## Fund balance (continued)

- Committed fund balance – amounts constrained to specific purposes by a government itself, using its highest level of decision-making authority, to be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest level action to remove or change the constraint;
- Assigned fund balance – amounts a government intends to use for a specific purpose; intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority;
- Unassigned fund balance – amounts that are available for any purpose, positive amounts are reported only in the general fund.

The City Council establishes (and modifies or rescinds) fund balance commitments by passage of an ordinance or resolution. Assigned fund balance is delegated by the City Council to the City Manager.

## Net position

Net position represents the difference between assets and deferred outflows of resources and liabilities and deferred inflows of resources. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvements of those assets. Net position is reported as restricted when there are limitations imposed on their use either through enabling legislation adopted by the City or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments.

## Interfund transactions

Legally authorized transfers are treated as interfund transfers and are included in the results of operations of both governmental and proprietary funds.

The City allocates to the water/sewer and stormwater funds an indirect overhead cost percentage of general government administration expenses that is paid to the general fund. During the year ended September 30, 2023, the City allocated \$250,000 from the water/sewer and stormwater funds as transfers for such services. The indirect overhead cost allocation is reflected as an operating expense in the water/sewer fund and the stormwater fund, and as revenue in the general fund.

## Operating revenues and expenses

Operating revenues are those revenues that are generated directly from the primary activity of the enterprise funds. For the City, those revenues are charges for water, sewer and stormwater services, golf course green fees, and other direct sales. Operating expenses are the necessary costs incurred to provide the service that is the primary activity. Revenues and expenses not meeting these definitions are reported as nonoperating.

## CITY OF UNIVERSAL CITY, TEXAS

## NOTES TO BASIC FINANCIAL STATEMENTS

September 30, 2023

(1) Summary of significant accounting policies (continued)

## Use of estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

## Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Texas Municipal Retirement System (TMRS) and additions to/deductions from TMRS's fiduciary net position have been determined on the same basis as they are reported by TMRS. For this purpose, plan contributions are recognized in the period that compensation is reported for the employee, which is when contributions are legally due. Benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

## Other postemployment benefits

The fiduciary net position of the Texas Municipal Retirement System (TMRS) Supplemental Death Plan (SDBF) has been determined using the flow of economic resources measurement focus and full accrual basis of accounting. This includes for purposes of measuring the net other postemployment benefit (OPEB) liability, deferred outflows of resources, and deferred inflows of resources related to the other postemployment benefits, OPEB expense, and information about additions to/deductions from the TMRS OPEB's fiduciary net position. Benefit payments are recognized when due and payable in accordance with the benefit terms. Contributions are utilized to fund active member deaths on a pay-as-you-go basis; any excess contributions and investment income over payments then become net position available for benefits.

## New accounting policy

On October 1, 2022, the City implemented GASB Statement No. 96, *Subscription-Based Information Technology Arrangements (SBITA's)*. The objectives of this statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for SBITAs by governments. The statement requires recognition of certain SBITA assets and liabilities for SBITAs that previously were classified as operating agreements. It establishes a single model for SBITA accounting based on the foundational principle that SBITAs are financings of the right to use an underlying asset. A government is required to recognize a SBITA liability and an intangible right to use asset. The City does not have any SBITAs under the new accounting principle.

## CITY OF UNIVERSAL CITY, TEXAS

## NOTES TO BASIC FINANCIAL STATEMENTS

September 30, 2023

(2) Cash, cash equivalents, and investments

The City's funds are required to be deposited and invested under the terms of a depository contract. The depository bank deposits for safekeeping and trust with the City's agent bank approved pledged securities in an amount sufficient to protect City funds on a day-to-day basis during the period of the contract. The pledge of approved securities is waived only to the extent of the depository bank's dollar amount of Federal Deposit Insurance Corporation insurance.

## Cash

At September 30, 2023, the carrying amount of the primary government's (the City) cash on hand was \$10,253, deposits in the bank were \$52,722,765 and the book balance was \$52,331,329. The City's depository had pledged securities having a market value of \$55,284,464 as collateral for the City's deposits at September 30, 2023. Deposits were fully collateralized.

The discretely presented component unit had deposits in the bank of \$3,983,159 and the book balance was \$3,957,970. Deposits were fully collateralized.

## Investments

The City is required by Governmental Code Chapter 2256, the Public Funds Investment Act, to adopt, implement, and publicize an investment policy. The policy must address the following areas: 1) safety of principal and liquidity, 2) portfolio diversification, 3) allowable investments, 4) acceptable risk levels, 5) expected rates of return, 6) maximum allowable stated maturity of portfolio investments, 7) maximum average dollar-weighted maturity allowed based on the stated maturity date for the portfolio, 8) investment staff quality and capabilities, and 9) bid solicitation preferences for certificates of deposit.

The Act determines the types of investments which are allowable for the City. These include, with certain restrictions, 1) obligations of the U.S. Treasury, U.S. Agencies, and the State of Texas, 2) certificates of deposit, 3) certain municipal securities, 4) securities lending program, 5) repurchase agreements, 6) bankers acceptances, 7) mutual funds, 8) investment pools, 9) guaranteed investment contracts, and 10) commercial paper.

## Analysis of specific deposit and investment risks

GASB Statement Number 40 requires a determination as to whether the City was exposed to the following specific investment risks at year end and if so, reporting of certain related disclosures:

*Credit risk* - Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The ratings of securities by nationally recognized rating agencies are designed to give an indication of credit risk. At year end, the City was not exposed to credit risk.

*Custodial credit risk* - Deposits are exposed to custodial credit risk if they are not covered by depository insurance and the deposits are uncollateralized, collateralized with securities held by the pledging financial institution, or collateralized with securities held by the pledging financial institution's trust department or agent but not in the City's name.

## CITY OF UNIVERSAL CITY, TEXAS

## NOTES TO BASIC FINANCIAL STATEMENTS

September 30, 2023

(2) Cash, cash equivalents, and investments (continued)

Analysis of specific deposit and investment risks (continued)

Investment securities are exposed to custodial credit risk if the securities are uninsured, are not registered in the name of the government, and are held by either the counterparty or the counterparty's trust department or agent but not in the City's name.

The City was not exposed to custodial credit risk. The discretely presented component unit was not exposed to custodial credit risk.

*Concentration of credit risk* – This is the risk of loss attributed to the magnitude of a government's investment in a single issuer. At year end, the City was not exposed to concentration risk.

*Interest rate risk* – This is the risk that changes in interest rates will adversely affect the fair value of an investment. At year end, the City was not exposed to interest rate risk.

(3) Property tax calendar

The City's property tax is levied and becomes collectible each October 1 based on the assessed values listed as of the prior January 1, which is the date a lien attaches to all taxable property in the City. Assessed values are established by the Bexar County Appraisal District at 100% of estimated market value. Assessed values are reduced by lawful exemptions to arrive at taxable values. A revaluation of all property is required to be completed every four (4) years. The total taxable value as of January 1, 2022 upon which the 2022 levy was based was \$1,613,809,158 (i.e., market value less exemptions). The estimated market value was \$1,819,622,590 making the taxable value 88% of the estimated market value.

Property taxes are recorded as receivables and deferred inflows of resources at the time the taxes are assessed. In governmental funds, revenues are recognized as the related ad valorem taxes are collected. Additional amounts estimated to be collectible in time to be a resource for payment of obligations incurred during the fiscal year and therefore are susceptible to accrual in accordance with generally accepted accounting principles and have been recognized as revenue. In the government-wide financial statements, the entire levy is recognized as revenue, net of estimated uncollectible amounts, at the levy date.

CITY OF UNIVERSAL CITY, TEXAS

NOTES TO BASIC FINANCIAL STATEMENTS

September 30, 2023

(4) Interfund receivable / payable

During the course of its operations, the City has numerous routine transactions between funds to finance operations, provide services, construct assets, and service debt. To the extent that certain transactions between funds have not been paid or received as of September 30, 2023, balances of interfund amounts receivable or payable have been recoded as follows:

	<u>Due From</u>	<u>Due To</u>
Primary government		
General fund:		
Debt service fund	\$ -	\$ 9,390
Capital project fund	491,396	-
Water/sewer fund	-	3,569
Golf course fund	631,818	-
Stormwater fund	<u>3,005</u>	<u>-</u>
Total	<u>1,126,219</u>	<u>12,959</u>
Debt service fund:		
General fund	9,390	491,396
Golf course	<u>284,597</u>	<u>-</u>
Total	<u>293,987</u>	<u>491,396</u>
Water/sewer fund:		
General fund	3,569	-
Stormwater fund	<u>-</u>	<u>1,061</u>
Total	<u>3,569</u>	<u>1,061</u>
Golf course fund:		
General fund	-	631,818
Debt service fund	<u>-</u>	<u>284,597</u>
Total	<u>-</u>	<u>916,415</u>
Stormwater fund:		
General fund	-	3,005
Water/sewer fund	<u>1,061</u>	<u>-</u>
Total	<u>1,061</u>	<u>3,005</u>
Totals	<u>\$ 1,424,836</u>	<u>\$ 1,424,836</u>
	<u>Due From</u>	<u>Due To</u>
Governmental fund/component unit		
General fund:		
Component unit	\$ 214,374	\$ -
Component unit:		
General fund	<u>-</u>	<u>214,374</u>
Totals	<u>\$ 214,374</u>	<u>\$ 214,374</u>

CITY OF UNIVERSAL CITY, TEXAS

NOTES TO BASIC FINANCIAL STATEMENTS

September 30, 2023

(5) Capital assets

Capital asset activity for the year ended September 30, 2023, was as follows:

	Beginning Balance	Increase	Decrease	Ending Balance
Governmental activities:				
Capital assets, not being depreciated:				
Land	\$ 6,976,157	\$ -	\$ -	\$ 6,976,157
Construction in progress	<u>8,545,186</u>	<u>777,312</u>	<u>-</u>	<u>9,322,498</u>
Total capital assets, not being depreciated	<u>15,521,343</u>	<u>777,312</u>	<u>-</u>	<u>16,298,655</u>
Capital assets, being depreciated:				
Buildings	12,652,046	-	-	12,652,046
Improvements other than buildings	7,140,795	-	-	7,140,795
Transportation and equipment	11,050,198	890,231	(58,803)	11,881,626
Infrastructure	<u>27,632,275</u>	<u>1,321,680</u>	<u>-</u>	<u>28,953,955</u>
Total capital assets, being depreciated	<u>58,475,314</u>	<u>2,211,911</u>	<u>(58,803)</u>	<u>60,628,422</u>
Less accumulated depreciation:				
Buildings	(4,858,622)	(377,090)	-	(5,235,712)
Improvements other than buildings	(5,435,538)	(152,378)	-	(5,587,916)
Transportation and equipment	(9,252,336)	(706,345)	58,803	(9,899,878)
Infrastructure	<u>(14,217,435)</u>	<u>(921,134)</u>	<u>-</u>	<u>(15,138,569)</u>
Total accumulated depreciation	<u>(33,763,931)</u>	<u>(2,156,947)</u>	<u>58,803</u>	<u>(35,862,075)</u>
Total capital assets being depreciated, net	<u>24,711,383</u>	<u>54,964</u>	<u>-</u>	<u>24,766,347</u>
Governmental activities capital assets, net	<u>\$ 40,232,726</u>	<u>\$ 832,276</u>	<u>\$ -</u>	<u>\$ 41,065,002</u>

CITY OF UNIVERSAL CITY, TEXAS

NOTES TO BASIC FINANCIAL STATEMENTS

September 30, 2023

(5) Capital assets (continued)

	Beginning Balance	Increase	Decrease	Ending Balance
Business-type activities:				
Capital assets, not being depreciated:				
Land	\$ 332,602	\$ 160,306	\$ -	\$ 492,908
Construction in progress	676,551	247,185	-	923,736
Water rights	<u>8,511,671</u>	<u>122,147</u>	<u>-</u>	<u>8,633,818</u>
Total capital assets, not being depreciated	<u>9,520,824</u>	<u>529,638</u>	<u>-</u>	<u>10,050,462</u>
Capital assets, being depreciated:				
Buildings and improvements	2,253,028	-	-	2,253,028
Utility plant	37,421,336	1,068,366	-	38,489,702
Transportation and equipment	<u>5,160,591</u>	<u>560,875</u>	<u>(164,114)</u>	<u>5,557,352</u>
Total capital assets, being depreciated	<u>44,834,955</u>	<u>1,629,241</u>	<u>(164,114)</u>	<u>46,300,082</u>
Less accumulated depreciation:				
Buildings and improvements	(975,789)	(55,899)	-	(1,031,688)
Utility plant	(12,032,620)	(748,353)	-	(12,780,973)
Transportation and equipment	<u>(4,010,121)</u>	<u>(415,468)</u>	<u>164,114</u>	<u>(4,261,475)</u>
Total accumulated depreciation	<u>(17,018,530)</u>	<u>(1,219,720)</u>	<u>164,114</u>	<u>(18,074,136)</u>
Total capital assets being depreciated, net	<u>27,816,425</u>	<u>409,521</u>	<u>-</u>	<u>28,225,946</u>
Business-type capital assets, net	<u>\$ 37,337,249</u>	<u>\$ 939,159</u>	<u>\$ -</u>	<u>\$ 38,276,408</u>

Depreciation expense was charged to the governmental functions as follows:

Administration	\$ 414,826
Planning and development	119,346
Finance	85,112
Municipal court	37,732
General services division	210,823
Police	595,986
Fire	407,715
Library	57,716
Vehicle and equipment maintenance	32,125
Animal shelter	74,568
Parks and recreation	<u>120,998</u>
Total depreciation expense - governmental activities	<u>\$ 2,156,947</u>

CITY OF UNIVERSAL CITY, TEXAS

NOTES TO BASIC FINANCIAL STATEMENTS

September 30, 2023

(6) Long-term debt:

The City had the following changes in long-term debt outstanding for the year ended September 30, 2023:

	Original Amount	Interest Rates	Outstanding October 1, 2022	Issued	Retired	Balance September 30, 2023	Amounts Due in One Year
<b>Governmental activities:</b>							
General obligation refunding bonds (2008)	\$ 3,694,000	3.67%	\$ 474,000	\$ -	\$ (474,000)	\$ -	\$ -
Unamortized premium			968,907	-	(63,966)	904,941	63,966
Certificates of obligation (2014)	3,090,000	2.00-4.00	2,095,000	-	(140,000)	1,955,000	145,000
General obligation bonds (2016)	4,935,000	2.00-3.00	3,690,000	-	(225,000)	3,465,000	230,000
General obligation bonds (2019)	7,705,000	2.00-4.00	6,430,000	-	(455,000)	5,975,000	465,000
General obligation bonds (2022)	3,120,000	3.00-5.00	<u>3,120,000</u>	<u>-</u>	<u>(250,000)</u>	<u>2,870,000</u>	<u>340,000</u>
Total bonds payable			16,777,907	-	(1,607,966)	15,169,941	1,243,966
Note payable, Schertz Bank & Trust	546,698	3.45	269,354	-	(58,087)	211,267	59,133
Compensated absences			<u>458,872</u>	<u>349,632</u>	<u>(458,872)</u>	<u>349,632</u>	<u>349,632</u>
Total governmental activities			<u>17,506,133</u>	<u>349,632</u>	<u>(2,124,925)</u>	<u>15,730,840</u>	<u>1,652,731</u>
<b>Business-type activities:</b>							
<b>Revenue and refunding bonds:</b>							
Bonds (2012)	3,600,000	2.00-4.00	1,005,000	-	(325,000)	680,000	335,000
Bonds (2015)	2,830,000	2.00-4.00	2,090,000	-	(130,000)	1,960,000	135,000
Bonds (2017)	2,970,000	3.00-3.125	2,400,000	-	(130,000)	2,270,000	130,000
Bonds (2020)	2,080,000	1.095	1,465,000	-	(155,000)	1,310,000	160,000
Bonds (2022)	4,445,000	4.0-4.5	-	4,445,000	(155,000)	4,290,000	145,000
Unamortized premium			<u>325,115</u>	<u>187,695</u>	<u>(56,160)</u>	<u>456,650</u>	<u>56,160</u>
Total bonds payable			<u>7,285,115</u>	<u>4,632,695</u>	<u>(951,160)</u>	<u>10,966,650</u>	<u>961,160</u>
Note payable, TexStar National Bank	335,315	4.198	272,799	-	(64,561)	208,238	66,712
Note payable, PNC Equipment	329,100	4.25	57,848	-	(57,848)	-	-
Note payable, Street Sweeper	263,870	2.64	76,302	-	(26,282)	50,020	26,984
Note payable, Express Dual 4100s	80,053	2.64	-	80,053	(18,340)	61,713	19,163
Note payable, 2550 Triplex Mower	56,828	2.64	-	56,828	(6,401)	50,427	12,789
Note payable, Fairway Mowers	247,055	2.64	<u>-</u>	<u>247,055</u>	<u>(33,361)</u>	<u>213,694</u>	<u>57,797</u>
Total notes payable			<u>406,949</u>	<u>383,936</u>	<u>(206,793)</u>	<u>584,092</u>	<u>183,445</u>
Compensated absences			<u>155,661</u>	<u>111,801</u>	<u>(155,662)</u>	<u>111,800</u>	<u>111,800</u>
Total business-type activities			<u>7,847,725</u>	<u>5,128,432</u>	<u>(1,313,615)</u>	<u>11,662,542</u>	<u>1,256,405</u>
Total primary government			<u>\$ 25,353,858</u>	<u>\$ 5,478,064</u>	<u>\$ (3,438,540)</u>	<u>\$ 27,393,382</u>	<u>\$ 2,909,136</u>

CITY OF UNIVERSAL CITY, TEXAS

NOTES TO BASIC FINANCIAL STATEMENTS

September 30, 2023

(6) Long-term debt (continued):

	Original	Interest	Outstanding	Issued	Retired	Balance	Amounts
	Amount	Rates	October 1, 2022			September 30, 2023	Due in One Year
Component unit activities:							
Revenue bonds (2020)	\$ 3,500,000	2.97%	\$ 3,094,000	\$ -	\$ (198,000)	\$ 2,896,000	\$ 204,000
Revenue bonds (2016)	1,700,000	1.650	<u>713,000</u>	-	<u>(174,000)</u>	<u>539,000</u>	<u>177,000</u>
Total component unit activities			<u>\$ 3,807,000</u>	<u>\$ -</u>	<u>\$ (372,000)</u>	<u>\$ 3,435,000</u>	<u>\$ 381,000</u>

Annual debt service requirements as of September 30, 2023, for revenue bonds, general obligation bonds, and certificates of obligation are as follows:

Fiscal Year	Governmental Activities			Business-Type Activities		
	Principal	Interest	Total	Principal	Interest	Total
2024	\$ 1,180,000	\$ 484,925	\$ 1,664,925	\$ 905,000	\$ 369,688	\$ 1,274,688
2025	1,280,000	437,350	1,717,350	930,000	337,986	1,267,986
2026	1,385,000	384,500	1,769,500	605,000	307,734	912,734
2027	1,010,000	339,300	1,349,300	620,000	287,982	907,982
2028	1,040,000	303,900	1,343,900	645,000	267,630	912,630
2029-2033	4,590,000	1,040,975	5,630,975	3,180,000	1,015,214	4,195,214
2034-2038	2,990,000	402,425	3,392,425	2,410,000	493,988	2,903,988
2039-2042	<u>790,000</u>	<u>49,100</u>	<u>839,100</u>	<u>1,215,000</u>	<u>131,606</u>	<u>1,346,606</u>
Totals	<u>\$ 14,265,000</u>	<u>\$ 3,442,475</u>	<u>\$ 17,707,475</u>	<u>\$ 10,510,000</u>	<u>\$ 3,211,828</u>	<u>\$ 13,721,828</u>

Annual debt service requirements as of September 30, 2023, for notes payable are as follows:

Fiscal Year	Governmental Activities			Business-Type Activities		
	Principal	Interest	Total	Principal	Interest	Total
2024	\$ 59,133	\$ 7,436	\$ 66,569	\$ 183,445	\$ 28,307	\$ 211,752
2025	62,290	4,280	66,570	191,773	18,317	210,090
2026	64,504	2,066	66,570	175,601	8,171	183,772
2027	<u>25,340</u>	<u>124</u>	<u>25,464</u>	<u>33,273</u>	<u>683</u>	<u>33,956</u>
Totals	<u>\$ 211,267</u>	<u>\$ 13,906</u>	<u>\$ 225,173</u>	<u>\$ 584,092</u>	<u>\$ 55,478</u>	<u>\$ 639,570</u>

CITY OF UNIVERSAL CITY, TEXAS

NOTES TO BASIC FINANCIAL STATEMENTS

September 30, 2023

(7) Defined benefit pension plan

Texas Municipal Retirement System

Plan description

The City participates as one of 919 plans in the defined benefit cash-balance plan administered by the Texas Municipal Retirement System (TMRS). TMRS is a statewide public retirement plan created by the State of Texas and administered in accordance with the TMRS Act, Subtitle G, Title 8, Texas Government Code (the TMRS Act) as an agent multiple-employer retirement system for employees of Texas participating cities. The TMRS Act places the general administration and management of TMRS with a six-member, Governor appointed Board of Trustees; however, TMRS is not fiscally dependent on the State of Texas. TMRS issues a publicly available Annual Comprehensive Financial Report that can be obtained at [www.tmr.com](http://www.tmr.com).

All eligible employees of the City are required to participate in TMRS.

Benefits provided

TMRS provides retirement, disability, and death benefits. Benefit provisions are adopted by the governing body of the City, within the options available in the state statutes governing TMRS.

At retirement, the member’s benefit is calculated based on the sum of the member’s contributions, with interest, and the City-financed monetary credits with interest, and their age at retirement and other actuarial factors. The retiring member may select one of seven monthly benefit payment options. Members may also choose to receive a portion of their benefit as a lump sum distribution in an amount equal to 12, 24, or 36 monthly payments, which cannot exceed 75% of the total member contributions and interest.

The plan provisions are adopted by the governing body of the City, within the options available in the state statutes governing TMRS. Members are eligible to retire at age sixty (60) and above with five (5) or more years of service or with twenty (20) years of service regardless of age. A member is vested after five (5) years. The contribution rate for the employees is 7%, and the City matching percent is currently 2 to 1.

Employees covered by benefit terms

At the December 31, 2022 valuation and measurement date, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefits	87
Inactive employees entitled to but not yet receiving benefits	125
Active employees	<u>138</u>
	<u>350</u>

CITY OF UNIVERSAL CITY, TEXAS

NOTES TO BASIC FINANCIAL STATEMENTS

September 30, 2023

(7) Defined benefit pension plan (continued)

Texas Municipal Retirement System (continued)

Contributions

Member contribution rates in TMRS are either 5%, 6%, or 7% of the member’s total compensation, and the City matching percentages are either 100%, 150%, or 200%, both as adopted by the governing body of the City. Under the state law governing TMRS, the contribution rate for each city is determined annually by the actuary, using the entry age normal (EAN) actuarial cost method. The City’s contribution rate is based on the liabilities created from the benefit plan options selected by the City and any changes in benefits or actual experience over time.

Employees for the City were required to contribute 7% of their annual compensation during the fiscal year. The City matches 2 to 1. The contribution rates for the City were 18.64% and 18.83% in calendar years 2022 and 2023 respectively. The City’s contributions to TMRS for the year ended September 30, 2023 and 2022 were \$1,793,722 and \$1,601,475, which were equal to the required contributions.

Net pension liability

The City’s net pension liability (NPL) was measured as of December 31, 2022, and the total pension liability (TPL) used to calculate the net pension liability was determined by an actuarial valuation as of that date.

Actuarial assumptions

The total pension liability in the December 31, 2022 actuarial valuation was determined using the following actuarial assumptions:

Valuation date	December 31st
Actuarial cost method	Entry age normal
Amortization method	Level percentage of payroll, closed
Remaining amortization period	21 years (longest amortization ladder)
Asset valuation method	10 year smoothed market, 12% soft corridor
Inflation	2.50%
Salary increases	3.5% to 11.50% including inflation
Investment rate of return	6.75%
Retirement age	Experience-based table of rates that are specific to the City's plan of benefits. Last updated for the 2019 valuation pursuant to an experience study of the period 2014 - 2018.
Mortality	Post-retirement: 2019 Municipal Retirees of Texas Mortality Tables. The rates are projected on a fully generational basis with scale UMP. Pre-retirement: PUB (10) mortality tables, with the Public Safety table used for males and the General Employee table used for females. The rates are projected on a fully generational basis with scale UMP.

CITY OF UNIVERSAL CITY, TEXAS

NOTES TO BASIC FINANCIAL STATEMENTS

September 30, 2023

(7) Defined benefit pension plan (continued)

Texas Municipal Retirement System (continued)

Actuarial assumptions (continued)

Salary increases were based on a service-related table. Mortality rates for active members are based on the PUB (10) mortality tables with the Public Safety table used for males and the General Employee table used for females. Mortality rates for healthy retirees and beneficiaries are based on the Gender-distinct 2019 Municipal Retirees of Texas mortality tables. The rates for actives, healthy retirees and beneficiaries are projected on a fully generational basis by scale UMP to account for future mortality improvements. For disabled annuitants, the same mortality tables for healthy retirees are used with a 4-year set-forward for males and a 3-year set-forward for females. In addition, a 3.5% and 3.0% minimum mortality rate is applied, for males and females respectively, to reflect the impairment for younger members who become disabled. The rates are projected on a fully generational basis by scale UMP to account for future mortality improvements subject to the floor.

The actuarial assumptions were developed primarily from the actuarial investigation of the experience of TMRS over the four-year period from December 31, 2014 through December 31, 2018. The assumptions were adopted in 2019 and first used in the December 31, 2019 actuarial valuation. The post-retirement mortality assumption for annuity purchase rates (APRs) is based on the Mortality Experience Investigation Study covering 2009 through 2011 and dated December 31, 2013. Plan assets are managed on a total return basis with an emphasis on both capital appreciation as well as the production of income to satisfy the short-term and long-term funding needs of TMRS.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

The target allocation and best estimates of real rates of return for each major asset class in fiscal year 2023 are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return (Arithmetic)
Global equity	35.00%	7.70%
Core fixed income	6.00%	4.90%
Non-core fixed income	20.00%	8.70%
Other public and private markets	12.00%	8.10%
Real estate	12.00%	5.80%
Hedge funds	5.00%	6.90%
Private equity	10.00%	11.80%
Total	100.00%	

CITY OF UNIVERSAL CITY, TEXAS

NOTES TO BASIC FINANCIAL STATEMENTS

September 30, 2023

(7) Defined benefit pension plan (continued)

Texas Municipal Retirement System (continued)

Discount rate

The discount rate used to measure the total pension liability was 6.75%. The projection of cash flows used to determine the discount rate assumed that member and employer contributions will be made at the rates specified in statute. Based on that assumption, the pension plan’s fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Changes in the net pension liability

	Total Pension Liability (a)	Increase (Decrease) Plan Fiduciary Net Position (b)	Net Pension Liability (a) - (b)
Balance at December 31, 2021	\$ 48,303,566	\$ 40,989,295	\$ 7,314,271
Changes for the year:			
Service cost	1,499,880	-	1,499,880
Interest	3,239,636	-	3,239,636
Changes in current period benefits	-	-	-
Difference between expected and actual experience	621,430	-	621,430
Changes of assumptions	-	-	-
Contributions - employer	-	1,653,325	(1,653,325)
Contributions - employee	-	620,885	(620,885)
Net investment income	-	(2,996,434)	2,996,434
Benefit payments, including refunds of employee contributions	(2,117,805)	(2,117,805)	-
Administrative expense	-	(25,892)	25,892
Other changes	-	30,896	(30,896)
Net changes	<u>3,243,141</u>	<u>(2,835,025)</u>	<u>6,078,166</u>
Balance at December 31, 2022	<u>\$ 51,546,707</u>	<u>\$ 38,154,270</u>	<u>\$ 13,392,437</u>

CITY OF UNIVERSAL CITY, TEXAS

NOTES TO BASIC FINANCIAL STATEMENTS

September 30, 2023

(7) Defined pension benefit plan (continued)

Texas Municipal Retirement System (continued)

Sensitivity of the net pension liability to changes in the discount rate

The following presents the net pension liability of the City, calculated using the discount rate of 6.75%, as well as what the City’s net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (5.75%) or 1-percentage-point higher (7.75%) than the current rate:

	1% Decrease in Discount Rate (5.75%)	Discount Rate (6.75%)	1% Increase in Discount Rate (7.75%)
City's net pension liability	\$ 20,880,242	\$ 13,392,436	\$ 7,283,442

Pension plan fiduciary net position

Detailed information about the pension plan’s fiduciary net position is available in the schedule of changes in fiduciary net position, by participating city. The report may be obtained at [www.tmr.com](http://www.tmr.com).

Pension expense and deferred outflows of resources and deferred inflows of resources related to pensions

For the year ended September 30, 2023, the City recognized pension expense of \$2,478,101.

At September 30, 2023, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual economic experience	\$ 723,450	\$ -
Changes in actuarial assumptions	250	-
Difference between projected and actual investment earnings	2,641,398	-
Contributions subsequent to the measurement date	1,312,051	-
Total	<u>\$ 4,677,149</u>	<u>\$ -</u>

The City reported \$1,312,051 as deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date, and will be recognized as a reduction of the net pension liability for the year ending September 30, 2024. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

December 31,	Amortization Expense
2023	\$ 526,102
2024	887,641
2025	798,716
2026	1,152,639
Thereafter	-
Total	<u>\$ 3,365,098</u>

CITY OF UNIVERSAL CITY, TEXAS

NOTES TO BASIC FINANCIAL STATEMENTS

September 30, 2023

(7) Defined benefit pension plan (continued)

Other postemployment benefits (OPEB)

Plan description

The City participates in a single-employer defined benefit which operates like a group-term life insurance plan operated by TMRS known as the Supplemental Death Benefits Fund (SDBF). The City elected, by ordinance, to provide group-term life insurance coverage to both current and retired members. The City may terminate coverage and discontinue participation in the SDBF by adopting an ordinance before November 1 of any year to be effective the following January 1.

Benefits provided

The death benefit for active members provides a lump-sum payment approximately equal to the member’s annual salary (calculated based on the employee’s actual earnings, for the 12-month period preceding the month of death); retired members are insured for \$7,500; this coverage is an “other postemployment benefit” or OPEB. As the SDBF covers both active and retiree members, with no segregation of assets, the SDBF is considered to be an unfunded OPEB plan (i.e. no assets are accumulated).

Contributions

The City contributes to the SDBF at a contractually required rate as determined by an annual actuarial valuation. The rate is based on the mortality and service experience of all employees covered by the SDBF and the demographics specific to the workforce of the City. There is a one year delay between the actuarial valuation that serves as the basis for the City’s contribution rate and the calendar year when the rate goes into effect. The funding policy for the SDBF program is to assure that adequate resources are available to meet all death benefit payments for the upcoming year. The intent is not to pre-fund retiree term life insurance during employees’ entire careers.

The contribution rate for the City was 0.27% and 0.17% for calendar years 2023 and 2022, respectively. The City’s contribution to TMRS for the SDBF program for the years ended September 30, 2023 was \$23,206 and were equal to the required contributions.

Employees covered by benefit terms

At the December 31, 2022 valuation and measurement date, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefits	49
Inactive employees entitled to but not yet receiving benefits	23
Active employees	<u>138</u>
	<u>210</u>

Other postemployment benefits (OPEB) liability

The City’s total OPEB liability of \$303,652 was measured as of December 31, 2022, and was determined by an actuarial valuation as of that date.

CITY OF UNIVERSAL CITY, TEXAS

NOTES TO BASIC FINANCIAL STATEMENTS

September 30, 2023

(7) Defined benefit pension plan (continued)

Other postemployment benefits (OPEB) (continued)

Actuarial assumptions

The OPEB liability in the December 31, 2022 actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Inflation	2.50%
Salary increases	3.50% to 11.5% including inflation
Discount rate *	4.05%
Retirees' share of benefit-related costs	\$0
Administrative expenses	All administrative expenses are paid through the Pension Trust and accounted for under reporting requirements under GASB Statement No. 68.
Mortality rates - service retirees	2019 Municipal Retirees of Texas Mortality Tables. The rates are projected on a fully generational basis with scale UMP.
Mortality rates - disabled retirees	2019 Municipal Retirees of Texas Mortality Tables with a 4 year set-forward for males and a 3 year set-forward for females. In addition, a 3.5% and 3% minimum mortality rate will be applied to reflect the impairment for younger members who become disabled for males and females, respectively. The rates are projected on a fully generational basis by scale UMP to account for future mortality improvements subject to the floor.

\* The discount rate was based on the Fidelity Index’s “20-Year Municipal GO AA Index” rate as of December 31, 2022.

The actuarial assumptions used in the December 31, 2022 valuation were based on the results of an actuarial experience study for the period December 31, 2014 to December 31, 2018.

CITY OF UNIVERSAL CITY, TEXAS

NOTES TO BASIC FINANCIAL STATEMENTS

September 30, 2023

(7) Defined benefit pension plan (continued)

Other postemployment benefits (OPEB) (continued)

Changes in the OPEB liability

Balance at December 31, 2021	\$ 462,312
Changes for the year:	
Service cost	24,835
Interest on the OPEB liability	8,670
Changes of benefit terms	-
Difference between expected and actual experience	(17,750)
Change in assumptions or other inputs	(167,319)
Benefit payments	<u>(7,096)</u>
Net changes	<u>(158,660)</u>
Balance at December 31, 2022	<u>\$ 303,652</u>

Sensitivity of the OPEB liability to changes in the discount rate

The following presents the OPEB liability of the City, calculated using the discount rate of 4.05%, as well as what the City’s OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (3.05%) or 1-percentage-point higher (5.05%) than the current rate:

	1% Decrease in Discount Rate <u>(3.05%)</u>	Current Discount Rate <u>(4.05%)</u>	1% Increase in Discount Rate <u>(5.05%)</u>
City's OPEB liability	<u>\$ 367,172</u>	<u>\$ 303,652</u>	<u>\$ 254,548</u>

OPEB expense, deferred outflows of resources, and deferred inflows of resources related to OPEB

For the year ended September 30, 2023, the City recognized OPEB expense of \$16,029.

At September 30, 2023, the City reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual economic experience	\$ -	\$ 37,363
Changes in actuarial assumptions	64,345	143,308
Difference between projected and actual investment earnings	-	-
Contributions made subsequent to the measurement date	<u>6,271</u>	<u>-</u>
Total	<u>\$ 70,616</u>	<u>\$ 180,671</u>

CITY OF UNIVERSAL CITY, TEXAS

NOTES TO BASIC FINANCIAL STATEMENTS

September 30, 2023

(7) Retirement plan (continued)

Other postemployment benefits (OPEB) (continued)

OPEB expense, deferred outflows of resources, and deferred inflows of resources related to OPEB (continued)

The City reported \$6,271 as deferred outflows of resources related to the OPEB liability resulting from contributions subsequent to the measurement date which will be recognized as a reduction of the OPEB liability for the year ending September 30, 2024. Other amounts reported as deferred outflows and inflows of resources related to OPEB will be recognized in OPEB expense as follows:

<u>December 31,</u>	<u>Amortization Expense</u>
2023	\$ (20,034)
2024	(18,119)
2025	(22,445)
2026	(29,852)
2027	(25,876)
Thereafter	<u>-</u>
Total	<u>\$ (116,326)</u>

**Plan description and benefits provided**

The City provides medical insurance benefits through the City of Universal City Retiree Health Care Plan, a single employer benefit OPEB plan. This plan provides benefits for all permanent full-time employees in eligible classes. To be eligible, a participant must be at least age sixty (60) and have at least five (5) or more years of service or any age with at least (20) years of service.

Retirees are eligible for medical and prescription benefits as provided in the plan document. Upon the death of active employee or a covered retiree, covered dependents are eligible for coverage continuation through COBRA only.

No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75.

CITY OF UNIVERSAL CITY, TEXAS

NOTES TO BASIC FINANCIAL STATEMENTS

September 30, 2023

(7) Retirement plan (continued)

Other postemployment benefits (OPEB) (continued)

Postemployment health care coverage

**Contributions**

The City contributes to the blended Medical Plan as approved through the annual approved budget. Retirees not eligible for the City subsidy will be required to pay contributions as shown below:

Retiree only – EPO Plan	\$	609.42
Retiree + spouse – EPO Plan	\$	1,569.78
Retiree only – HDHP Plan	\$	423.22
Retiree + spouse – HDHP Plan	\$	1,090.15

Contributions for postemployment benefits were recognized on a pay-as-you-go basis in the past. Contributions paid by the City during the fiscal year ended September 30, 2023, were \$17,267.

Employees covered by benefit terms

At the September 30, 2022 valuation and measurement date, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefit payments	6
Inactive employees entitled to but not yet receiving benefit payments	0
Active members	<u>106</u>
	<u>112</u>

**OPEB liability**

The City’s total OPEB liability of \$301,809 was measured as of September 30, 2022, and was determined by an actuarial valuation as of October 1, 2022.

Actuarial valuation information:

Actuarial assumptions and other inputs - The total OPEB liability in the September 30, 2022 actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

CITY OF UNIVERSAL CITY, TEXAS

NOTES TO BASIC FINANCIAL STATEMENTS

September 30, 2023

(7) Retirement plan (continued)

Other postemployment benefits (OPEB) (continued)

Postemployment health care coverage (continued)

Actuarial cost method	Entry age normal
Inflation	2.50% per annum
Salary increases	3.00% average which includes inflation
Discount rate	4.77% per annum which includes inflation
Mortality	Mortality rates are based upon the Public Plan mortality study recently completed by the Society of Actuaries PUB 2010 sex distinct general employee headcount weighted table with generational mortality improvement scale MP-2021 account for future mortality improvements.
Healthcare cost trend rates	Initial medical trend rate for pre-65 retirees decreasing to an ultimate rate of 4.14 in the year 2041.

Changes of assumptions: The discount rate has increased to 4.77% from 2.43%.

CITY OF UNIVERSAL CITY, TEXAS

NOTES TO BASIC FINANCIAL STATEMENTS

September 30, 2023

(7) Retirement plan (continued)

Other postemployment benefits (OPEB) (continued)

Postemployment health care coverage (continued)

**Changes in the total OPEB liability**

Balance at October 1, 2021	\$	358,311
Changes for the year:		
Service cost		13,954
Interest		8,836
Changes of benefit terms		-
Difference between expected and actual experience		-
Change of assumptions		(62,025)
Contributions - employer		(17,267)
Net changes		<u>(56,502)</u>
Balance at September 30, 2022	\$	<u>301,809</u>

Sensitivity of the total OPEB liability to changes in the discount rate and healthcare cost trend rates:

The following presents the total OPEB liability of the City, calculated using the discount rate of 4.77%, as well as what the City’s total OPEB liability would be if it were calculated using a discount rate that is 1 percentage point lower (3.77%) or 1 percentage point higher (5.77%) than the current rate.

<u>1% Decrease in Discount Rate (3.77%)</u>	<u>Discount Rate (4.77%)</u>	<u>1% Decrease in Discount Rate (5.77%)</u>
\$ <u>326,251</u>	\$ <u>301,809</u>	\$ <u>280,069</u>

The following presents the total OPEB liability of the City, calculated using the current healthcare cost trend rates as well as what the City’s total OPEB liability would be if it were calculated using the trend rates that are 1 percentage point lower or 1 percentage point higher than the current trend rates.

<u>1% Decrease</u>	<u>Current Health Cost Trend Rate Assumption</u>	<u>1% Increase</u>
\$ <u>275,305</u>	\$ <u>301,809</u>	\$ <u>332,441</u>

CITY OF UNIVERSAL CITY, TEXAS

NOTES TO BASIC FINANCIAL STATEMENTS

September 30, 2023

(7) Retirement plan (continued)

Other postemployment benefits (OPEB) (continued)

Postemployment health care coverage (continued)

**OPEB expense and deferred outflows of resources and deferred inflows of resources as related to OPEB**

For the year ended September 30, 2023, the City recognized OPEB expense of \$13,929.

As of September 30, 2023, the deferred inflows and outflows of resources are as follows:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Difference between expected and actual economic experience	\$ -	\$ -
Changes in actuarial assumptions	-	53,164
Difference between projected and actual investment earnings	-	-
Contributions subsequent to the measurement date	<u>-</u>	<u>-</u>
Total	<u>\$ -</u>	<u>\$ 53,164</u>

Amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

<u>September 30,</u>	
2023	\$ (8,861)
2024	(8,861)
2025	(8,861)
2026	(8,861)
2027	(8,861)
2028	(8,859)
Thereafter	<u>-</u>
Total	<u>\$ (53,164)</u>

CITY OF UNIVERSAL CITY, TEXAS

NOTES TO BASIC FINANCIAL STATEMENTS

September 30, 2023

(8) Interfund transfers

Interfund transfers during the year ended September 30, 2023, were the result of normal transactions between the funds:

	<u>Transfers In</u>	<u>Transfers Out</u>
General fund	\$ 381,395	\$ 540,623
Capital projects fund	540,623	-
Golf course fund	-	1,031,395
Stormwater fund	<u>650,000</u>	<u>-</u>
Totals	<u>\$ 1,572,018</u>	<u>\$ 1,572,018</u>

(9) Commitments and contingencies

The City has entered into contracts for future commitments as follows:

	<u>Estimated Cost to City</u>	<u>Expended to Date</u>	<u>Estimated Future Commitment</u>
General government:			
Red Horse Park Package 2	\$ 252,598	\$ 227,338	\$ 25,260
Public Works Yard Storm Line	<u>380,011</u>	<u>-</u>	<u>380,011</u>
Totals	<u>\$ 632,609</u>	<u>\$ 227,338</u>	<u>\$ 405,271</u>

Grants

Amounts received or receivable from grantor agencies are subject to audit and adjustment by such agencies. Any disallowed claims, including amounts already collected may constitute a liability of the applicable funds. The amount, if any, of expenditures that may be disallowed by the grantor cannot be determined at this time although the City expects such amounts, if any, to be immaterial.

Risk management

The City has identified possible risk of losses arising from events such as the following:

1. Torts
2. Theft of, damage to, or destruction of assets
3. Errors and omissions
4. Job-related illnesses or injuries to employees, and
5. Acts of God

The City contracts with the Texas Municipal League (TML) to provide insurance coverage for property/casualty and worker’s compensation. TML is a multi-employer group that provides for a combination for risk sharing among pool participants and stop loss coverage. Contributions are set annually by TML Liability by the City is generally limited to the contributed amounts.

## CITY OF UNIVERSAL CITY, TEXAS

## NOTES TO BASIC FINANCIAL STATEMENTS

September 30, 2023

(10) Conduit debt obligation

The City of Universal City created a nonprofit education facilities corporation, City of Universal City, Texas Education Facilities Corporation; pursuant to Section 53.35(b) of the Higher Education Authority Act. The Corporation issued the City of Universal City, Texas Education Facilities Corporation Revenue Bonds (Wayland Baptist University) Series 2001, in the aggregate principal amount of \$7,480,000. The bonds are backed solely by the revenues derived from the University pursuant to provisions of the Bond Resolution and the Loan Agreement between the Corporation and Wayland Baptist University. The City has no obligation associated with the bonds. As of September 30, 2023, the total outstanding debt from this issue was \$1,475,000.

(11) Restatement of net position/fund balance

During the year it was noted that the development corporation did not owe the City \$160,000 as previously reported in fiscal year 2021. This restatement increased net position in the development corporation and decreased the net position and fund balance in the general fund by \$160,000.

(12) Subsequent events

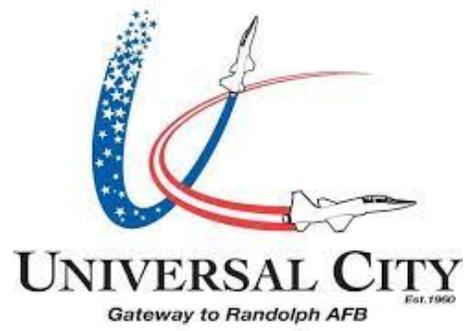
In November 2022, residents of Universal City approved a \$30,000,000 bond program for street and associated drainage improvements.

In October 2023, the first \$6,000,000 in bonds were issued for street and associated drainage and infrastructure improvements.

## **REQUIRED SUPPLEMENTARY INFORMATION**

Required supplementary information includes financial information and disclosures that are required by GASB but are not considered a part of the basic financial statements. Such information includes:

- Budgetary Comparison Schedule – General Fund
- Schedule of Changes in Net Pension Liability, OPEB and Related Ratios
- Schedule of Contributions – Net Pension Liability and OPEB



CITY OF UNIVERSAL CITY, TEXAS

GENERAL FUND  
 SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE –  
 BUDGET AND ACTUAL

For the year ended September 30, 2023

	Budget Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Revenues:				
Ad valorem	\$ 10,029,473	\$ 10,029,473	\$ 8,176,599	\$ (1,852,874)
Penalty and interest	50,000	50,000	41,836	(8,164)
Total taxes	<u>10,079,473</u>	<u>10,079,473</u>	<u>8,218,435</u>	<u>(1,861,038)</u>
Nonproperty taxes:				
Franchise taxes	1,350,000	1,350,000	1,311,507	(38,493)
Sales taxes	6,000,000	6,000,000	3,523,512	(2,476,488)
PEG funds	41,000	41,000	33,739	(7,261)
CPS funds - 1%	391,000	391,000	207,044	(183,956)
Mixed drink taxes	77,050	77,050	76,102	(948)
Hotel occupancy tax	173,000	173,000	102,539	(70,461)
School crossing guard tax	<u>26,000</u>	<u>26,000</u>	<u>26,697</u>	<u>697</u>
Total nonproperty taxes	<u>8,058,050</u>	<u>8,058,050</u>	<u>5,281,140</u>	<u>(2,776,910)</u>
Licenses and permits	<u>1,890,000</u>	<u>1,890,000</u>	<u>1,187,896</u>	<u>(702,104)</u>
Grants	2,408	2,408	1,102,142	1,099,734
Contributions from component unit	<u>233,433</u>	<u>233,433</u>	<u>220,332</u>	<u>(13,101)</u>
Total government allocations	<u>235,841</u>	<u>235,841</u>	<u>1,322,474</u>	<u>1,086,633</u>
Municipal court fines	<u>1,200,000</u>	<u>1,200,000</u>	<u>1,173,666</u>	<u>(26,334)</u>
Donations and contributions	<u>117,500</u>	<u>117,500</u>	<u>23,009</u>	<u>(94,491)</u>
Utility department overhead	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>	<u>-</u>
Sale or use of property	-	-	27,135	27,135
Interest and investment income	640,000	640,000	1,031,959	391,959
Miscellaneous	161,000	161,000	70,512	(90,488)
Golf & stormwater department overhead	352,879	352,879	352,879	-
Special events revenue	<u>1,500</u>	<u>1,500</u>	<u>99,163</u>	<u>97,663</u>
Total other revenue	<u>1,155,379</u>	<u>1,155,379</u>	<u>1,581,648</u>	<u>426,269</u>
Total revenues	<u>22,936,243</u>	<u>22,936,243</u>	<u>18,988,268</u>	<u>(3,947,975)</u>

## CITY OF UNIVERSAL CITY, TEXAS

### GENERAL FUND SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL

**For the year ended September 30, 2023**

	Budget Amounts		Actual Amounts	Variance with Final Budget
	Original	Final		Positive (Negative)
<b>Expenditures:</b>				
<b>Administrative:</b>				
Payroll	\$ 560,045	\$ 560,045	\$ 586,988	\$ (26,943)
Allowances	70,785	70,785	52,372	18,413
Communications	247,200	247,200	262,262	(15,062)
Utilities	47,000	47,000	38,604	8,396
Support services	92,000	92,000	139,844	(47,844)
Contract services	1,681,430	1,681,430	1,223,681	457,749
Supplies and materials	27,000	27,000	29,700	(2,700)
American Rescue Plan	-	-	642,366	(642,366)
Real property and equipment	5,600	5,600	85,603	(80,003)
Total administrative	<u>2,731,060</u>	<u>2,731,060</u>	<u>3,061,420</u>	<u>(330,360)</u>
<b>Development services:</b>				
Payroll	700,725	700,725	594,150	106,575
Allowances	27,110	27,110	5,824	21,286
Communications	1,550	1,550	296	1,254
Support services	198,820	198,820	212,798	(13,978)
Contract services	189,380	189,380	39,219	150,161
Supplies and materials	13,400	13,400	3,855	9,545
Real property and equipment	49,500	49,500	-	49,500
Total development services	<u>1,180,485</u>	<u>1,180,485</u>	<u>856,142</u>	<u>324,343</u>
<b>Finance:</b>				
Payroll	492,451	492,451	422,168	70,283
Allowances	19,100	19,100	8,965	10,135
Communications	1,000	1,000	2,878	(1,878)
Support services	41,000	41,000	49,693	(8,693)
Contract services	46,280	46,280	128,789	(82,509)
Supplies and materials	3,000	3,000	(1,927)	4,927
Real property and equipment	76,500	76,500	-	76,500
Total finance	<u>679,331</u>	<u>679,331</u>	<u>610,566</u>	<u>68,765</u>
<b>Municipal court:</b>				
Payroll	213,243	213,243	185,492	27,751
Allowances	5,000	5,000	1,557	3,443
Communications	1,700	1,700	1,392	308
Support services	49,975	49,975	36,946	13,029
Contract services	1,770	1,770	2,258	(488)
Supplies and materials	1,100	1,100	43,031	(41,931)
Real property and equipment	147,500	147,500	66,431	81,069
Total municipal court	<u>420,288</u>	<u>420,288</u>	<u>337,107</u>	<u>83,181</u>

CITY OF UNIVERSAL CITY, TEXAS

GENERAL FUND  
 SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE –  
 BUDGET AND ACTUAL

For the year ended September 30, 2023

	Budget Amounts		Actual Amounts	Variance with Budget
	Original	Final		Positive (Negative)
Expenditures (continued):				
General services division:				
Payroll	\$ 812,579	\$ 812,579	\$ 811,717	\$ 862
Allowances	22,900	22,900	15,809	7,091
Communications	4,865	4,865	-	4,865
Utilities	231,500	231,500	195,505	35,995
Contract services	318,480	318,480	314,423	4,057
Supplies and materials	204,960	204,960	174,910	30,050
Real property and equipment	<u>317,950</u>	<u>317,950</u>	<u>359,711</u>	<u>(41,761)</u>
Total general services division	<u>1,913,234</u>	<u>1,913,234</u>	<u>1,872,075</u>	<u>41,159</u>
Police department:				
Payroll	3,929,998	3,929,998	3,693,952	236,046
Allowances	88,490	88,490	114,564	(26,074)
Communications	62,200	62,200	96,161	(33,961)
Utilities	25,000	25,000	29,375	(4,375)
Contract services	198,800	198,800	169,475	29,325
Supplies and materials	111,400	111,400	171,863	(60,463)
Real property and equipment	<u>210,500</u>	<u>210,500</u>	<u>131,657</u>	<u>78,843</u>
Total police department	<u>4,626,388</u>	<u>4,626,388</u>	<u>4,407,047</u>	<u>219,341</u>
Fire department:				
Payroll	2,305,024	2,305,024	2,143,649	161,375
Allowances	79,600	79,600	64,956	14,644
Communications	35,900	35,900	18,706	17,194
Utilities	20,400	20,400	24,902	(4,502)
Contract services	542,955	542,955	572,225	(29,270)
Supplies and materials	96,150	96,150	100,365	(4,215)
Real property and equipment	<u>257,190</u>	<u>257,190</u>	<u>93,742</u>	<u>163,448</u>
Total fire department	<u>3,337,219</u>	<u>3,337,219</u>	<u>3,018,545</u>	<u>318,674</u>
Vehicle and equipment maintenance:				
Payroll	248,385	248,385	204,941	43,444
Allowances	7,784	7,784	3,777	4,007
Communications	10,900	10,900	9,061	1,839
Contract services	4,700	4,700	3,797	903
Supplies and materials	27,240	27,240	8,875	18,365
Real property and equipment	<u>16,375</u>	<u>16,375</u>	<u>11,760</u>	<u>4,615</u>
Total vehicle and equipment maintenance	<u>315,384</u>	<u>315,384</u>	<u>242,211</u>	<u>73,173</u>

CITY OF UNIVERSAL CITY, TEXAS

GENERAL FUND  
 SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE –  
 BUDGET AND ACTUAL

For the year ended September 30, 2023

	Budget Amounts		Actual Amounts	Variance with Budget Positive (Negative)
	Original	Final		
Expenditures (continued):				
Animal shelter:				
Payroll	\$ 435,629	\$ 435,629	\$ 370,322	\$ 65,307
Allowances	14,323	14,323	5,288	9,035
Communications	11,705	11,705	6,983	4,722
Utilities	36,800	36,800	36,985	(185)
Contract services	70,210	70,210	85,622	(15,412)
Supplies and materials	38,910	38,910	29,726	9,184
Real property and equipment	<u>73,800</u>	<u>73,800</u>	<u>67,550</u>	<u>6,250</u>
Total animal shelter	<u>681,377</u>	<u>681,377</u>	<u>602,476</u>	<u>78,901</u>
Library:				
Payroll	274,407	274,407	224,791	49,616
Allowances	6,300	6,300	4,089	2,211
Communications	15,400	15,400	7,255	8,145
Utilities	19,500	19,500	18,303	1,197
Contract services	68,050	68,050	96,198	(28,148)
Supplies and materials	65,700	65,700	63,399	2,301
Real property and equipment	<u>7,500</u>	<u>7,500</u>	<u>-</u>	<u>7,500</u>
Total library	<u>456,857</u>	<u>456,857</u>	<u>414,035</u>	<u>42,822</u>
Parks and recreation:				
Payroll	317,504	317,504	285,836	31,668
Allowances	6,048	6,048	4,546	1,502
Communications	16,765	16,765	3,754	13,011
Contract services	269,450	269,450	482,246	(212,796)
Supplies and materials	87,000	87,000	91,611	(4,611)
Real property and equipment	<u>508,560</u>	<u>508,560</u>	<u>974,955</u>	<u>(466,395)</u>
Total parks and recreation	<u>1,205,327</u>	<u>1,205,327</u>	<u>1,842,948</u>	<u>(637,621)</u>
Total expenditures	<u>17,546,950</u>	<u>17,546,950</u>	<u>17,264,572</u>	<u>282,378</u>

CITY OF UNIVERSAL CITY, TEXAS

GENERAL FUND  
 SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE –  
 BUDGET AND ACTUAL

For the year ended September 30, 2023

	Budget Amounts		Actual Amounts	Variance with Budget Positive (Negative)
	Original	Final		
Excess (deficiency) of revenues over (under) expenditures	\$ 5,389,293	\$ 5,389,293	\$ 1,723,696	\$ (3,665,597)
Other financing sources (uses):				
Transfers in	-	-	491,395	491,395
Transfers out	-	-	(650,623)	(650,623)
Total other financing sources (uses)	-	-	(159,228)	(159,228)
Net change in fund balance	\$ 5,389,293	\$ 5,389,293	1,564,468	\$ (3,824,825)
Fund balance - beginning of year			16,940,441	
Restatement of fund balance			(160,000)	
Fund balance - end of year			\$ 18,344,909	

Notes: Ad Valorem revenue for debt service was budgeted in the general fund revenue line item in the amount of \$1,620,128. The budget included a transfer from the general fund to debt service in this amount however when the revenue was recorded it was posted to the debt service fund instead of posting it to the general fund and transferring it.

Similarly, the sales tax revenue for the venue tax and the EDC were budgeted in the general fund revenue line item in the amount of \$3,000,000. The budget included a transfer from the general fund to the golf course for \$1,500,000 and the EDC for \$1,500,000 however when the revenue was recorded it was posted to the golf course and the EDC instead of posting it the general fund and transferring it.

CITY OF UNIVERSAL CITY, TEXAS

SCHEDULE OF CHANGES IN NET PENSION LIABILITY AND RELATED RATIOS  
TEXAS MUNICIPAL RETIREMENT SYSTEM

For the measurement year ended December 31,

	<u>2022</u>	<u>2021</u>	<u>2020</u>
Total pension liability:			
Service cost	\$ 1,499,880	\$ 1,419,915	\$ 1,464,899
Interest (on the total pension liability)	3,239,636	3,055,144	2,850,807
Changes of benefit terms	-	-	-
Difference between expected and actual experience	621,430	337,908	423,878
Change of assumptions	-	-	-
Benefit payments,	<u>(2,117,805)</u>	<u>(2,121,661)</u>	<u>(1,258,103)</u>
(including refunds of employee contributions)			
Net change in total pension liability	3,243,141	2,691,306	3,481,481
Total pension liability - beginning	<u>48,303,566</u>	<u>45,612,260</u>	<u>42,130,779</u>
Total pension liability - ending (a)	<u>\$ 51,546,707</u>	<u>\$ 48,303,566</u>	<u>\$ 45,612,260</u>
Plan fiduciary net position:			
Contributions - employer	\$ 1,653,325	\$ 1,537,891	\$ 1,613,475
Contributions - employee	620,885	585,705	608,202
Net investment income	(2,996,434)	4,735,935	2,495,159
Benefit payments,	(2,117,805)	(2,121,661)	(1,258,103)
(including refunds of employee contributions)			
Administrative expense	(25,892)	(21,880)	(16,126)
Other	<u>30,896</u>	<u>149</u>	<u>(628)</u>
Net change in plan fiduciary net position	(2,835,025)	4,716,139	3,441,979
Plan fiduciary net position - beginning	<u>40,989,295</u>	<u>36,273,156</u>	<u>32,831,177</u>
Plan fiduciary net position - ending (b)	<u>\$ 38,154,270</u>	<u>\$ 40,989,295</u>	<u>\$ 36,273,156</u>
Net pension liability (a) - (b)	<u>\$ 13,392,437</u>	<u>\$ 7,314,271</u>	<u>\$ 9,339,104</u>
Plan fiduciary net position as a percentage of total pension liability	<u>74.02%</u>	<u>84.86%</u>	<u>79.53%</u>
Covered payroll	<u>\$ 8,367,207</u>	<u>\$ 8,367,207</u>	<u>\$ 8,688,606</u>
Net pension liability as a percentage of total covered payroll	<u>160.06%</u>	<u>87.42%</u>	<u>107.49%</u>

Note: GASB 68 requires 10 fiscal years of data to be provided in this schedule. This is the ninth year of implementation GASB 68. The City will develop this schedule prospectively.

2019	2018	2017	2016	2015	2014
\$ 1,416,111	\$ 1,334,243	\$ 1,271,814	\$ 1,240,793	\$ 1,138,958	\$ 1,041,495
2,645,134	2,462,224	2,327,929	2,163,663	2,060,207	1,893,241
-	-	-	-	-	-
241,425	142,915	(419,015)	158,516	(132,778)	(28,233)
11,314	-	-	-	358,595	-
<u>(1,324,642)</u>	<u>(1,216,434)</u>	<u>(1,228,334)</u>	<u>(1,061,496)</u>	<u>(644,824)</u>	<u>(495,187)</u>
2,989,342	2,722,948	1,952,394	2,501,476	2,780,158	2,411,316
<u>39,141,437</u>	<u>36,418,489</u>	<u>34,466,095</u>	<u>31,964,619</u>	<u>29,184,461</u>	<u>26,773,145</u>
<u>\$ 42,130,779</u>	<u>\$ 39,141,437</u>	<u>\$ 36,418,489</u>	<u>\$ 34,466,095</u>	<u>\$ 31,964,619</u>	<u>\$ 29,184,461</u>
\$ 1,516,322	\$ 1,455,042	\$ 1,415,850	\$ 1,316,975	\$ 1,272,354	\$ 1,214,701
574,987	542,060	519,867	499,512	474,001	457,884
4,300,990	(835,200)	3,308,963	1,464,418	30,322	1,048,915
<u>(1,324,642)</u>	<u>(1,216,434)</u>	<u>(1,228,334)</u>	<u>(1,061,496)</u>	<u>(644,824)</u>	<u>(495,188)</u>
(24,275)	(16,129)	(17,139)	(16,532)	(18,467)	(10,949)
<u>(729)</u>	<u>(841)</u>	<u>(868)</u>	<u>(892)</u>	<u>(910)</u>	<u>(900)</u>
5,042,653	(71,502)	3,998,339	2,201,985	1,112,476	2,214,463
<u>27,788,524</u>	<u>27,860,026</u>	<u>23,861,687</u>	<u>21,659,702</u>	<u>20,547,226</u>	<u>18,332,763</u>
<u>\$ 32,831,177</u>	<u>\$ 27,788,524</u>	<u>\$ 27,860,026</u>	<u>\$ 23,861,687</u>	<u>\$ 21,659,702</u>	<u>\$ 20,547,226</u>
<u>\$ 9,299,602</u>	<u>\$ 11,352,913</u>	<u>\$ 8,558,463</u>	<u>\$ 10,604,408</u>	<u>\$ 10,304,917</u>	<u>\$ 8,637,235</u>
<u>77.93%</u>	<u>71.00%</u>	<u>76.50%</u>	<u>69.23%</u>	<u>67.76%</u>	<u>70.40%</u>
<u>\$ 8,214,100</u>	<u>\$ 7,743,718</u>	<u>\$ 7,424,492</u>	<u>\$ 7,122,810</u>	<u>\$ 6,771,449</u>	<u>\$ 6,541,206</u>
<u>113.22%</u>	<u>146.61%</u>	<u>115.27%</u>	<u>148.88%</u>	<u>152.18%</u>	<u>132.04%</u>

CITY OF UNIVERSAL CITY, TEXAS

SCHEDULE OF CONTRIBUTIONS - PENSION  
TEXAS MUNICIPAL RETIREMENT SYSTEM

For the year ended September 30,

	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>
Actuarially determined contributions	\$ 1,793,722	\$ 1,601,475	\$ 1,556,754	\$ 1,550,326
Contributions in relation to the actuarially determined contributions	<u>1,601,475</u>	<u>1,601,475</u>	<u>1,556,754</u>	<u>1,550,326</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Covered payroll	<u>\$ 8,624,225</u>	<u>\$ 8,624,225</u>	<u>\$ 8,366,993</u>	<u>\$ 8,360,458</u>
Contributions as a percentage of covered payroll	<u>18.57%</u>	<u>18.57%</u>	<u>18.61%</u>	<u>18.54%</u>

Note: GASB 68 requires 10 fiscal years of data to be provided in this schedule. This is the ninth year of implementation of GASB 68. The City will develop this schedule prospectively.

<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
\$ 1,495,419	\$ 1,444,955	\$ 1,395,967	\$ 1,348,979	\$ 1,262,196
<u>1,495,419</u>	<u>1,444,955</u>	<u>1,395,967</u>	<u>1,348,979</u>	<u>1,262,196</u>
<u>\$ -</u>				
<u>\$ 8,067,532</u>	<u>\$ 7,663,434</u>	<u>\$ 7,372,320</u>	<u>\$ 7,276,774</u>	<u>\$ 6,674,394</u>
<u>18.54%</u>	<u>18.86%</u>	<u>18.94%</u>	<u>18.54%</u>	<u>18.91%</u>

CITY OF UNIVERSAL CITY, TEXAS

**SCHEDULE OF CHANGES IN OTHER POSTEMPLOYMENT BENEFIT LIABILITY (OPEB)  
AND RELATED RATIOS  
TEXAS MUNICIPAL RETIREMENT SYSTEM**

**For the measurement year ended December 31,**

	2022	2021	2020	2019	2018	2017
OPEB liability :						
Service cost	\$ 24,835	\$ 22,591	\$ 18,246	\$ 13,142	\$ 14,713	\$ 12,622
Interest on the OPEB liability	8,670	9,002	10,241	11,033	10,176	9,846
Changes of benefit terms	-	-	-	-	-	-
Difference between expected and actual experience	(17,750)	(19,750)	(8,423)	(8,100)	(9,613)	-
Change of assumptions	(167,319)	15,031	60,105	58,906	(22,512)	24,959
Benefit payments	<u>(7,096)</u>	<u>(6,695)</u>	<u>(2,606)</u>	<u>(2,464)</u>	<u>(1,548)</u>	<u>(1,485)</u>
Net change in OPEB liability	(158,660)	20,179	77,563	72,517	(8,784)	45,942
OPEB liability - beginning	<u>462,312</u>	<u>442,133</u>	<u>364,570</u>	<u>292,053</u>	<u>300,837</u>	<u>254,895</u>
OPEB liability - ending	<u>\$ 303,652</u>	<u>\$ 462,312</u>	<u>\$ 442,133</u>	<u>\$ 364,570</u>	<u>\$ 292,053</u>	<u>\$ 300,837</u>
Covered payroll	<u>\$ 8,367,207</u>	<u>\$ 8,367,207</u>	<u>\$ 8,688,606</u>	<u>\$ 8,214,100</u>	<u>\$ 7,743,718</u>	<u>\$ 7,424,492</u>
OPEB liability as a percentage of covered payroll	<u>3.63%</u>	<u>5.53%</u>	<u>5.09%</u>	<u>4.44%</u>	<u>3.77%</u>	<u>4.05%</u>

Note: GASB 75 requires 10 fiscal years of data to be provided in this schedule. This is the sixth year of implementation of GASB 75. The City will develop this schedule prospectively.

CITY OF UNIVERSAL CITY, TEXAS

SCHEDULE OF CONTRIBUTIONS – OTHER POSTEMPLOYMENT BENEFITS (OPEB)  
TEXAS MUNICIPAL RETIREMENT SYSTEM

For the year ended September 30,

	2023	2022	2021	2020	2019	2018
Actuarially determined contributions	\$ 23,206	\$ 14,661	\$ 14,458	\$ 15,049	\$ 14,335	\$ 13,385
Contributions in relation to the actuarially determined contributions	<u>23,206</u>	<u>14,661</u>	<u>14,458</u>	<u>15,049</u>	<u>14,335</u>	<u>13,385</u>
Contribution deficiency (excess)	<u>\$ -</u>					
Covered payroll	<u>\$ 8,624,225</u>	<u>\$ 8,624,225</u>	<u>\$ 8,366,993</u>	<u>\$ 8,360,458</u>	<u>\$ 8,067,532</u>	<u>\$ 7,663,434</u>
Contributions as a percentage of covered payroll	<u>0.27%</u>	<u>0.17%</u>	<u>0.17%</u>	<u>0.18%</u>	<u>0.18%</u>	<u>0.17%</u>

Note: GASB 75 requires 10 fiscal years of data to be provided in this schedule. This is the sixth year of implementation of GASB 75. The City will develop this schedule prospectively.

CITY OF UNIVERSAL CITY, TEXAS

SCHEDULE OF CHANGES IN TOTAL OTHER POSTEMPLOYMENT BENEFIT LIABILITY  
(OPEB) – RETIREE HEALTH CARE PLAN

For the year ended September 30,

	<u>2023</u>	<u>2022</u>
Total OPEB liability:		
Service cost	\$ -	\$ 13,954
Interest	-	8,836
Changes of benefit terms	-	-
Difference between expected and actual experience	-	-
Change of assumptions	-	(62,025)
Contributions - employer	-	(17,267)
	<u>-</u>	<u>(17,267)</u>
Net change in total OPEB liability	-	(56,502)
Total OPEB liability - beginning	<u>301,809</u>	<u>358,311</u>
Total OPEB liability - ending	<u>\$ 301,809</u>	<u>\$ 301,809</u>
Covered payroll	<u>\$ 8,366,993</u>	<u>\$ 8,366,993</u>
Total OPEB liability as a percentage of covered payroll	<u>3.61%</u>	<u>3.61%</u>

CITY OF UNIVERSAL CITY, TEXAS

NOTES TO REQUIRED SUPPLEMENTARY INFORMATION

For the year ended September 30, 2023

(1) Budgetary information

The budget is prepared in accordance with accounting principles generally accepted in the United States of America. The City maintains strict budgetary controls. The objective of these controls is to ensure compliance with legal provisions embodied in the annual appropriated budget approved by the City Council and as such is a good management control device. The following are the funds, which have legally adopted annual budgets: general fund, debt service fund, and capital projects funds. Budgetary controls are also utilized as a management tool for the enterprise funds.

Budgetary preparation and control is exercised at the department level. Actual expenditures may not legally exceed appropriations at the fund level. Encumbrances represent commitments related to unperformed contracts for goods or services. Encumbrance accounting, under which purchase orders, contracts and other commitments for the expenditure of resources are recorded to reserve that portion of the applicable appropriation, is utilized in the governmental funds. Encumbrances lapse at year end and do not constitute expenditures or liabilities because the commitments must be reappropriated and honored during the subsequent year.

(2) Actuary information

Valuation date:

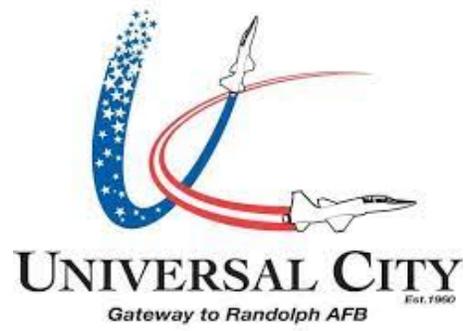
Actuarially determined contribution rates are calculated as of December 31 and become effective in January, 13 months later.

Methods and assumptions used to determine contribution rates:

Actuarial cost method	Entry age normal
Amortization method	Level percentage of payroll, closed
Remaining amortization period	26 years
Asset valuation method	10 year smoothed market, 12% soft corridor
Inflation	2.75%
Salary increases	3.5% to 11.50% including inflation
Investment rate of return	6.75%
Retirement age	Experience-based table of rates that are specific to the City's plan of benefits. Last updated for the 2019 valuation pursuant to an experience study of the period 2014 - 2018.
Mortality	Post-retirement: 2019 Municipal Retirees of Texas Mortality Tables. The rates are projected on a fully generational basis with scale UMP. Pre-retirement: PUB (10) mortality tables, with the Public Safety table used for males and the General Employee table used for females. The rates are projected on a fully generational basis with scale UMP.

Other information:

There were no benefit changes during the year.



## **OTHER SUPPLEMENTARY INFORMATION**

Other supplementary information includes financial statements and schedules not required by GASB, nor a part of the basic financial statements, but are presented for purposes of additional analysis.

Such statements and schedule include:

- Comparative Statements – General Fund
- Comparative Statements – Debt Service
- Comparative Statements – Water/Sewer Enterprise Fund

CITY OF UNIVERSAL CITY, TEXAS

COMPARATIVE BALANCE SHEETS

GENERAL FUND

	September 30,	
	2023	2022
Assets:		
Cash and investments:		
Checking account	\$ 5,098,611	\$ 5,541,465
Savings account	4,880,424	9,441,381
TexPool	10,061,605	5,179,161
Petty cash	2,280	4,125
Total cash and investments	<u>20,042,920</u>	<u>20,166,132</u>
Delinquent taxes receivable:		
(net of allowances for uncollectibles of \$61,945 and \$57,904)	197,714	172,597
Other receivables	948,002	870,361
Due from other governments	670,070	569,194
Due from other funds	1,126,219	3,329,479
Due from component unit	214,374	367,706
Prepays	16,828	-
Total assets	<u>\$ 23,216,127</u>	<u>\$ 25,475,469</u>
Liabilities:		
Accounts payable	\$ 664,434	\$ 389,951
Salaries payable	211,988	243,197
Due to other funds	12,960	2,871,556
Due to component unit	-	299,334
Deferred revenue	3,784,122	4,558,393
Total liabilities	<u>4,673,504</u>	<u>8,362,431</u>
Deferred inflows of resources:		
Unavailable revenue - property taxes	<u>197,714</u>	<u>172,597</u>
Fund balances:		
Nonspendable:		
Inventory	16,828	-
Restricted:		
PEG funds	385,965	404,940
Public safety	66,653	54,972
Fire	2,927	300
Library improvements	15,084	15,383
Hotel/motel	507,481	557,758
Child safety	96,645	69,947
Blue Santa	100	100
Animal shelter	40,528	59,699
Court technology	119,429	128,483
Court security	142,017	183,442
Northlake roads	150,000	150,000
Park improvements	-	101,950
Veterans park	13,434	14,276
Dog park	1,636	3,421
Animal shelter memorial	-	3,681
Capital projects	670,082	670,082
Unreserved	<u>16,116,100</u>	<u>14,522,007</u>
Total fund balances	<u>18,344,909</u>	<u>16,940,441</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 23,216,127</u>	<u>\$ 25,475,469</u>

CITY OF UNIVERSAL CITY, TEXAS

COMPARATIVE STATEMENTS OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES

GENERAL FUND

	Year Ended September 30,	
	2023	2022
Revenues:		
Taxes	\$ 13,499,575	\$ 13,095,508
Licenses and permits	1,187,896	1,170,445
Intergovernmental	1,655,021	1,734,410
Contributions from component unit	220,332	209,076
Fines and forfeitures	1,173,666	947,232
Interest	1,031,959	194,910
Miscellaneous	219,819	324,158
Total revenues	<u>18,988,268</u>	<u>17,675,739</u>
Expenditures:		
Current:		
Administration	3,061,420	3,797,942
Planning and development	856,142	857,735
Finance	610,566	538,656
Municipal court	337,107	278,454
General services division	1,872,075	1,408,068
Police department	4,407,047	4,125,843
Fire department	3,018,545	2,831,271
Vehicle and equipment	242,211	250,653
Animal shelter	602,476	621,390
Library	414,035	333,897
Parks and recreation	1,842,948	809,526
Golf course	-	48,000
Total expenditures	<u>17,264,572</u>	<u>15,901,435</u>
Excess of revenues over expenditures	<u>1,723,696</u>	<u>1,774,304</u>
Other financing sources (uses):		
Transfers in	491,395	-
Transfers out	<u>(650,623)</u>	<u>(2,569,903)</u>
Total other financing sources (uses)	<u>(159,228)</u>	<u>(2,569,903)</u>
Net change in fund balances	1,564,468	(795,599)
Fund balances at beginning of year	<u>16,940,441</u>	<u>17,736,039</u>
Restatement of fund balance	<u>(160,000)</u>	<u>-</u>
Fund balances at end of year	<u>\$ 18,344,909</u>	<u>\$ 16,940,440</u>

CITY OF UNIVERSAL CITY, TEXAS

COMPARATIVE BALANCE SHEETS

DEBT SERVICE FUND

	September 30,	
	<u>2023</u>	<u>2022</u>
Assets:		
Cash	\$ 1,262,173	\$ 976,435
Delinquent taxes receivable	61,133	49,343
Due from other governments	-	284,597
Due from other funds	<u>293,987</u>	<u>2,871,556</u>
 Total assets	 <u>\$ 1,617,293</u>	 <u>\$ 4,181,931</u>
Liabilities:		
Due to other funds	\$ 491,396	\$ 3,118,446
Accrued expenditures	<u>-</u>	<u>257</u>
 Total liabilities	 <u>491,396</u>	 <u>3,118,703</u>
Deferred inflows of resources:		
Unavailable revenue - property taxes	<u>61,133</u>	<u>49,343</u>
Restricted fund balance	<u>1,064,764</u>	<u>1,013,885</u>
 Total liabilities, deferred inflows of resources, and fund balances	 <u>\$ 1,617,293</u>	 <u>\$ 4,181,931</u>

CITY OF UNIVERSAL CITY, TEXAS

COMPARATIVE STATEMENTS OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES

DEBT SERVICE FUND

	Year Ended September 30,	
	2023	2022
Revenues:		
Ad valorem taxes	\$ 558,201	\$ 1,755,893
Sales taxes	1,531,981	1,531,981
Interest income	<u>72,818</u>	<u>12,750</u>
Total revenues	<u>2,163,000</u>	<u>3,300,624</u>
Expenditures:		
Bond principal	1,544,000	3,610,000
Bond interest	568,121	521,907
Bond issuance cost and agent fees	<u>-</u>	<u>82,332</u>
Total expenditures	<u>2,112,121</u>	<u>4,214,239</u>
Excess of revenues over expenditures	<u>50,879</u>	<u>(913,615)</u>
Other financing sources (uses):		
Transfer in	-	2,020,000
Transfer out	<u>-</u>	<u>(1,172,115)</u>
Total other financing sources (uses)	<u>-</u>	<u>847,885</u>
Net change in fund balances	50,879	(65,730)
Fund balances at beginning of year	<u>1,013,885</u>	<u>1,079,615</u>
Fund balances at end of year	<u>\$ 1,064,764</u>	<u>\$ 1,013,885</u>

CITY OF UNIVERSAL CITY, TEXAS

COMPARATIVE STATEMENTS OF NET POSITION

WATER AND SEWER ENTERPRISE FUND

	September 30,	
	2023	2022
Current assets:		
Cash:		
Checking account	\$ 11,365,633	\$ 9,882,373
Savings account	1,185,594	1,133,434
Petty cash	1,007	1,007
Cash - restricted	<u>8,286,611</u>	<u>3,396,596</u>
Total cash and cash equivalents	<u>20,838,845</u>	<u>14,413,410</u>
Receivables:		
Customer (net of allowance for uncollectibles of \$97,861 and \$15,026)	1,266,300	1,190,159
Inventory of supplies, at cost	407,252	189,704
Prepaid expenses	244	-
Due from other funds	<u>3,569</u>	<u>10</u>
Total current assets	<u>22,516,210</u>	<u>15,793,283</u>
Capital assets:		
Land	492,908	332,602
Building and improvements	2,253,028	2,253,028
Utility plant and easements	32,556,997	31,488,631
Transportation and equipment	2,805,436	2,628,497
Water rights	<u>8,633,818</u>	<u>8,511,671</u>
Total capital assets	46,742,187	45,214,429
Less accumulated depreciation	<u>(15,342,691)</u>	<u>(14,534,485)</u>
Total capital assets	<u>31,399,496</u>	<u>30,679,944</u>
Total assets	<u>53,915,706</u>	<u>46,473,227</u>
Deferred outflows of resources:		
Deferred outflow - TMRS pension	576,225	210,401
Deferred outflow - TMRS OPEB	<u>8,700</u>	<u>11,664</u>
Total deferred outflows of resources	<u>584,925</u>	<u>222,065</u>
Total assets and deferred outflows of resources	<u>\$ 54,500,631</u>	<u>\$ 46,695,292</u>

CITY OF UNIVERSAL CITY, TEXAS

COMPARATIVE STATEMENTS OF NET POSITION

WATER AND SEWER ENTERPRISE FUND

	September 30,	
	<u>2023</u>	<u>2022</u>
Current liabilities (payable from current assets):		
Accounts payable	\$ 1,131,676	\$ 1,114,726
Accrued wages and benefits	31,890	30,286
Accrued vacation and sick leave	70,538	92,426
Due to other funds	1,061	1,043,515
Customer deposits	<u>1,049,316</u>	<u>960,522</u>
Total current liabilities (payable from current assets)	<u>2,284,481</u>	<u>3,241,475</u>
Current liabilities (payable from restricted assets):		
Accrued interest payable	30,807	16,711
Revenue and refunding bonds, current	<u>961,160</u>	<u>786,775</u>
Total current liabilities (payable from restricted assets)	<u>991,967</u>	<u>803,486</u>
Other liabilities:		
Net pension liability	1,649,948	901,118
OPEB liability	37,410	56,957
Revenue and refunding bonds and tax notes, noncurrent	<u>10,005,490</u>	<u>6,498,340</u>
Total other liabilities	<u>11,692,848</u>	<u>7,456,415</u>
Total liabilities	<u>14,969,296</u>	<u>11,501,376</u>
Deferred inflows of resources:		
Deferred inflow - TMRS pension	-	298,684
Deferred inflow - TMRS OPEB	<u>22,259</u>	<u>5,098</u>
Total deferred inflows of resources	<u>22,259</u>	<u>303,782</u>
Net position:		
Net investment in capital assets	20,432,846	23,394,829
Restricted - impact fees	2,846,572	2,568,103
Unrestricted	<u>16,229,658</u>	<u>8,927,202</u>
Total net position	<u>39,509,076</u>	<u>34,890,134</u>
Total liabilities, deferred inflows and net position	<u>\$ 54,500,631</u>	<u>\$ 46,695,292</u>

CITY OF UNIVERSAL CITY, TEXAS

COMPARATIVE STATEMENTS OF REVENUES, EXPENSES,  
AND CHANGES IN NET POSITION

WATER AND SEWER ENTERPRISE FUND

	Year Ended September 30,	
	2023	2022
Operating revenues:		
Water revenues	\$ 6,030,691	\$ 5,329,386
Sewer revenues	4,820,000	4,478,662
Fees and service charges	714,162	758,740
Miscellaneous income	279,761	19,681
Total operating revenues	<u>11,844,614</u>	<u>10,586,469</u>
Operating expenses (before depreciation):		
Public works:		
Payroll	488,965	392,300
Allowances	14,384	13,153
Communications	13,560	12,729
Utilities	6,189	5,495
Support services	387,185	437,658
Contract services	323,700	245,787
Supplies and materials	<u>13,100</u>	<u>50,430</u>
Total public works	<u>1,247,083</u>	<u>1,157,552</u>
Administration:		
Payroll	136,573	113,247
Allowances	2,286	21
Communications	63,829	45,967
Support services	14,793	82,577
Contract srvcies	156,567	162,874
Supplies and materials	<u>1,501</u>	<u>2,128</u>
Total administration	<u>375,549</u>	<u>406,814</u>
Water department:		
Payroll	776,529	643,110
Allowances	13,916	7,080
Communications	7,670	7,400
Utilities	310,504	336,564
Contract services	931,368	899,361
Supplies and materials	<u>293,493</u>	<u>238,574</u>
Total water department	<u>2,333,480</u>	<u>2,132,089</u>

CITY OF UNIVERSAL CITY, TEXAS

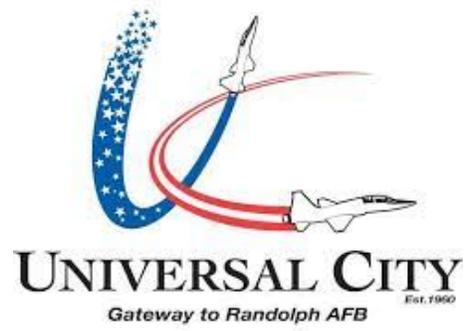
COMPARATIVE STATEMENTS OF REVENUES, EXPENSES,  
AND CHANGES IN NET POSITION

WATER AND SEWER ENTERPRISE FUND

	Year Ended September 30,	
	<u>2023</u>	<u>2022</u>
Operating expenses (before depreciation):		
Sewer department:		
Payroll	\$ 167,846	\$ 147,596
Allowances	2,530	3,709
Contract services	2,641,744	2,717,273
Supplies and materials	<u>18,919</u>	<u>31,230</u>
Total sewer department	<u>2,831,039</u>	<u>2,899,808</u>
Total operating expenses before depreciation	<u>6,787,151</u>	<u>6,596,263</u>
Operating income before depreciation	5,057,463	3,990,206
Depreciation	<u>808,205</u>	<u>778,605</u>
Operating income	<u>4,249,258</u>	<u>3,211,601</u>
Nonoperating revenues (expenses):		
Interest and investment income	838,968	128,276
Bond interest and fees	<u>(469,284)</u>	<u>(194,297)</u>
Total nonoperating revenues (expenses)	<u>369,684</u>	<u>(66,021)</u>
Change in net position	4,618,942	3,145,580
Net position at beginning of year	<u>34,890,134</u>	<u>31,744,554</u>
Net position at end of year	<u>\$ 39,509,076</u>	<u>\$ 34,890,134</u>



**COMPLIANCE SECTION**



INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING  
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS  
PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Honorable Mayor and  
Members of the City Council  
City of Universal City, Texas

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Universal City, Texas (the "City") as of and for the year ended September 30, 2023, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated March 19, 2024.

### **Report on Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the City's financial statements will not be prevented or detected and corrected on timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

## **Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

San Antonio, Texas

March 19, 2024

INDEPENDENT ACCOUNTANT’S REPORT ON COMPLIANCE FOR THE U.S. DEPARTMENT OF TREASURY  
CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS PROGRAM (CSLFRF) REQUIREMENTS FOR  
AN ALTERNATIVE CSLFRF COMPLIANCE EXAMINATION ENGAGEMENT

To the Honorable Mayor and  
Members of the City Council  
City of Universal City, Texas

We have examined the City of Universal City, Texas (the “City”) compliance with the compliance requirements “activities allowed or unallowed” and “allowable cost/cost principles” (the specified requirements) as described in Part IV “Requirements for an Alternative Compliance Examination Engagement for Recipients That Would Otherwise be Required to Undergo a Single Audit or Program-Specific Audit as a Result of Receiving Coronavirus State and Local Fiscal Recovery Funds” of the CSLFRF section of the 2023 OMB Compliance Supplement (referred to herein as “Requirements for an Alternative CSLFRF Compliance Examination Engagement”) during the year ended September 30, 2023. Management of the City is responsible for the City’s compliance with the specified requirements. Our responsibility is to express an opinion on the City’s compliance with the specified requirements based on our examination.

Our examination was conducted in accordance with attestation standards established by the AICPA; the standards applicable to attestation engagements contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and in the “Requirements for an Alternative CSLFRF Compliance Examination Engagement.” Those standards and requirements require that we plan and perform the examination to obtain reasonable assurance about whether the City complied, in all material respects, with the specified requirements referenced above. An examination involves performing procedures to obtain evidence about whether the City complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

We are required to be independent and meet our other ethical responsibilities in accordance with relevant ethical requirements relating to the engagement.

Our examination does not provide a legal determination on the City’s compliance with specified requirements.

In our opinion, the City complied, in all material respects, with the specified requirements referenced above during the year ended September 30, 2023.

## **Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we are required to report all deficiencies that are considered to be significant deficiencies or material weaknesses in internal control; fraud, and noncompliance with provisions of laws, regulations, contracts, or grant agreements that have a material effect on the City's compliance with the specified requirements and any other instances that warrant the attention of those charged with governance. We are also required to obtain and report the views of responsible officials concerning the findings, conclusions, and recommendations, as well as any planned corrective actions. We performed our examination to express an opinion on the City's compliance with the specified requirements and not for the purpose of expressing an opinion on the internal control over the specified requirements or on compliance and other matters; accordingly, we express no such opinions. The results of our tests disclosed no matters that are required to be reported under *Government Auditing Standards*.

## **Intended Purpose**

The purpose of this examination report is solely to express an opinion on whether the City of Universal City, Texas complied, in all material respects with the specified requirements referenced above during the year ended September 30, 2023. Accordingly, this report is not suitable for any other purpose.

San Antonio, Texas  
March 19, 2024

## CITY OF UNIVERSAL CITY

Date: 03/19/2024

**TO:** City Council

**FROM:** Kim M. Turner, City Manager

**SUBJECT:** Program Year 2024 Community Development Block Grant  
Resolution No. 896-D-2024

Historical Background

Every year the City submits a Community Development Block Grant (CDBG) application. If granted, the CDBG for Program Year 2024 would help fund a continuation of previous street improvement projects on Flintstone Lane. The project would include full demolition and reconstruction of the street. Prior street improvement projects addressed Ivy Lane and Hillview Drive.

Action Requested

City Council consideration and approval of Resolution No. 896-D-2024 to approve the CDBG application process.

Procurement Methodology

At this point in the process, there is no procurement necessary as no purchases have been requested.

Source and Amount of Funding

The project total for Flintstone Lane is estimated to be \$777,342.64. The City is applying for an approximately 50% match of \$375,000. The match would be funded out of the General Fund- Capital Improvements Program.

Staff Recommendation

Staff recommends approving Resolution No. 896-D-2024 to authorize the City Manager to submit the CDBG application for Program Year 2024 and granting signatory authorization.

**RESOLUTION NO. 896-D-2024**

**A RESOLUTION OF THE CITY OF UNIVERSAL CITY, TEXAS, AUTHORIZING THE FILING OF A GRANT APPLICATION WITH THE BEXAR COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM YEAR 2024 FOR AN INFRASTRUCTURE CONSTRUCTION GRANT; AUTHORIZING KIM TURNER, CITY MANAGER OF SAID CITY TO ACT ON BEHALF OF THE CITY OF UNIVERSAL CITY, TEXAS, IN ALL MATTERS RELATED TO THE APPLICATION; AND PLEDGING THAT IF A GRANT IS RECEIVED, THE CITY OF UNIVERSAL CITY WILL COMPLY WITH THE GRANT REQUIREMENTS OF THE COMMUNITY DEVELOPMENT BLOCK GRANT.**

---

WHEREAS, The Bexar County Commissioners Court and Bexar County Department of Community Resources, Community Development & Housing Division by the Department of Housing and Urban Development to administer the Community Development Block Grant (hereinafter referred to as “CDBG”); and

WHEREAS, The City of Universal City (hereinafter referred to as “City”) in the State of Texas is qualified to apply for grant funds.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF UNIVERSAL CITY, TEXAS, THAT:

1. Kim Turner, City Manager, is authorized to request grant funding under the Community Development Block Grant and is authorized to have signatory authority regarding this grant;
2. If the project is funded, the City will comply with the requirements of the Community Development Block Grant and provide the services or project identified in the Scope of Services;
3. The grant funds and any grant-funded facilities will be used only for the purposes for which they are intended under the grant.

PASSED and ADOPTED this the 19<sup>TH</sup> day of MARCH, 2024.

CITY OF UNIVERSAL CITY, TEXAS

APPROVED:

\_\_\_\_\_  
John Williams, Mayor

ATTEST:

\_\_\_\_\_  
Maribel Garcia, Deputy City Clerk



**Flintstone Lane Street Improvements**  
**Engineer's Schematic Opinion of Construction Cost**

Project No: UNIV-013C

Rev. 02/13/2024

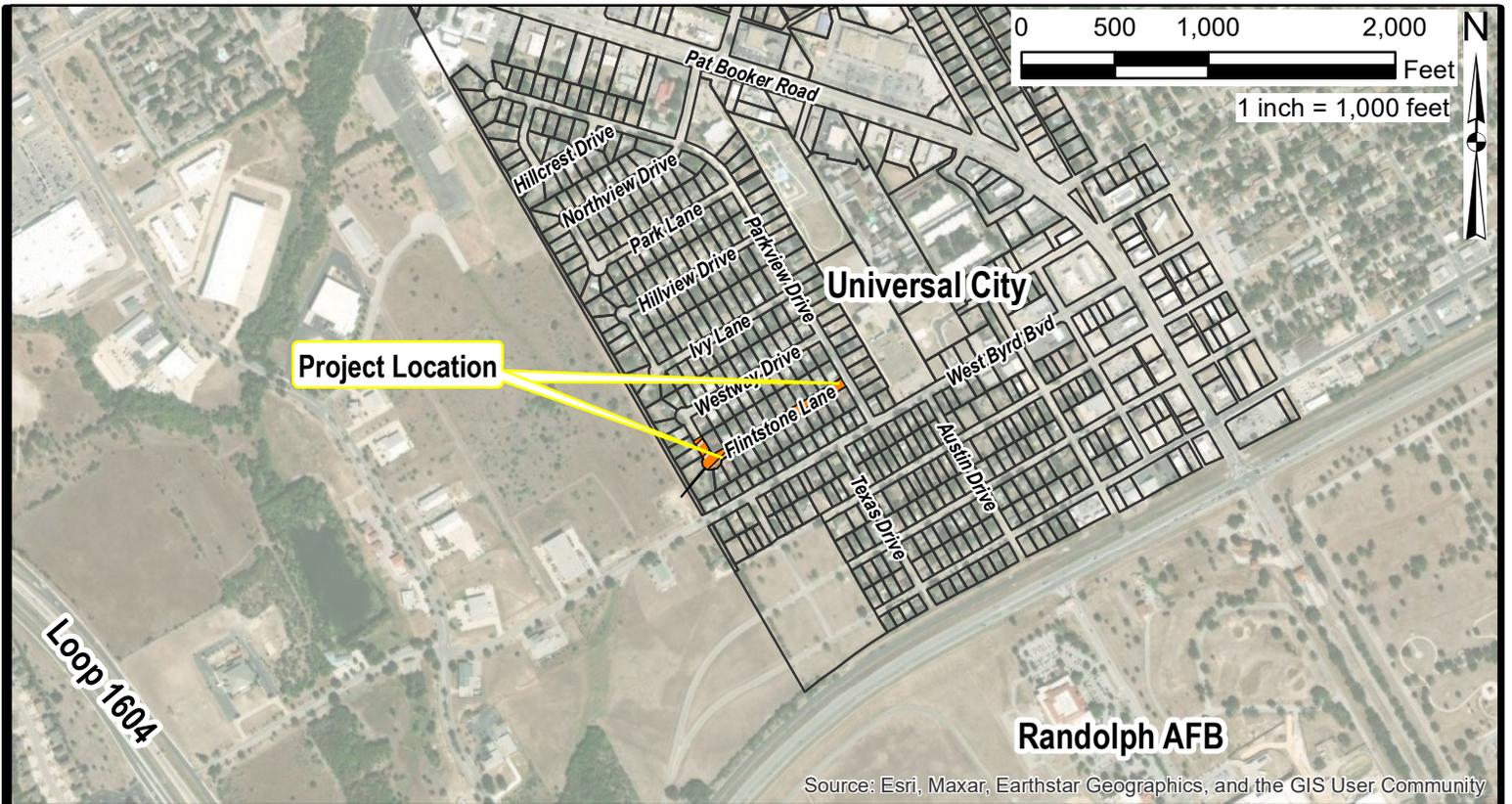
Item No.	Description	Quantity	Units	Unit Cost	Cost
1	Mobilization	1	LS	\$ 67,337.37	\$ 67,337.37
2	Insurance & Bond	1	LS	\$ 23,544.54	\$ 23,544.54
3	Storm Water Pollution Prevention Plan	1	LS	\$ 20,447.88	\$ 20,447.88
4	Traffic Control & Protection	1	LS	\$ 20,447.88	\$ 20,447.88
5	Remove Concrete Header Curb.	1,557.00	LF	\$ 7.00	\$ 10,899.00
6	Remove Concrete Entry Sidewalk	74	SY	\$ 15.00	\$ 1,108.65
7	Remove Driveway apron including flush curb	450	SY	\$ 15.00	\$ 6,750.00
8	Remove & Store Mailboxes	28	EA	\$ 150.00	\$ 4,200.00
9	Roadway Excavation Incl. Hauling	1,780	CY	\$ 40.00	\$ 71,200.00
10	Remove Inlet Apron	4	SY	\$ 200.00	\$ 800.00
11	Install Concrete Curb and Gutter	1,557.00	LF	\$ 30.00	\$ 46,710.00
12	Install Concrete Residential Entry Sidewalk	74	SY	\$ 50.00	\$ 3,700.00
13	Install Concrete Driveway Aprons Including Laydown Curb	450	SY	\$ 100.00	\$ 45,000.00
14	Install Inlet Apron	4	SY	\$ 250.00	\$ 1,000.00
15	Adjust Existing Sanitary Sewer Manholes to Proposed Grade	2	EA	\$ 900.00	\$ 1,800.00
16	Lime Stabilize Subgrade	4,100	SY	\$ 6.00	\$ 24,600.00
17	Install TENSAR GEOGRID TX-5 on Lime-Stabilized Subgrade	4,100	SY	\$ 4.00	\$ 16,400.00
18	Embankment	48	CY	\$ 30.00	\$ 1,440.00
19	Install Crushed Moisture Conditioned Limestone Flexible Base (6" Compacted Depth)	4,100	SY	\$ 17.00	\$ 69,700.00
20	Prime Coat	450	GAL	\$ 5.00	\$ 2,250.00
21	Install Asphalt Treated Base (4" Compacted Depth)	3,900	SY	\$ 26.00	\$ 101,400.00
22	Restore Mailboxes	28	EA	\$ 225.00	\$ 6,300.00
23	Sodding & Topsoil	2,146	SY	\$ 10.00	\$ 21,460.00
24	Pave 2" Type "D" HMAC 70-22 Virgin Mix	3,900	SY	\$ 16.00	\$ 62,400.00
25	Prepare 10' Drainage Easement	1	LS	\$ 5,000.00	\$ 5,000.00
26	Remove Wood Fence	20	LF	\$ 15.00	\$ 300.00
27	Remove Chainlink Fence	20	LF	\$ 15.00	\$ 300.00
28	Provide & Install 5' Curb Inlet Incl. Excavation, Backfill & Hauling.	1	EA	\$ 10,000.00	\$ 10,000.00
29	Provide & install 24" HDPE, Incl. Excavation, Backfill & Hauling	200	LF	\$ 114.00	\$ 22,800.00
30	Concrete Encasements, Cradles, Saddles & Collars	2	CY	\$ 2,100.00	\$ 4,200.00
31	Provide & Install Top Soil & Sod.	300	SY	\$ 10.00	\$ 3,000.00
32	Repair Irrigation	1	LS	\$ 1,000.00	\$ 1,000.00
33	Replace Wood Fence	20	LF	\$ 50.00	\$ 1,000.00
34	Replace Chainlink Fence	20	LF	\$ 50.00	\$ 1,000.00

<b>Subtotal</b>	\$ 679,495.32
Contingencies & Unlisted Items (10%)	\$ 67,949.53
<b>2024 Construction Subtotal</b>	<b>\$ 747,444.85</b>
Cost Escalation Over 9 Months (4%)	4%
<b>Fall 2024 Construction Subtotal</b>	<b>\$ 777,342.64</b>
Engineering & Survey	\$ 124,375

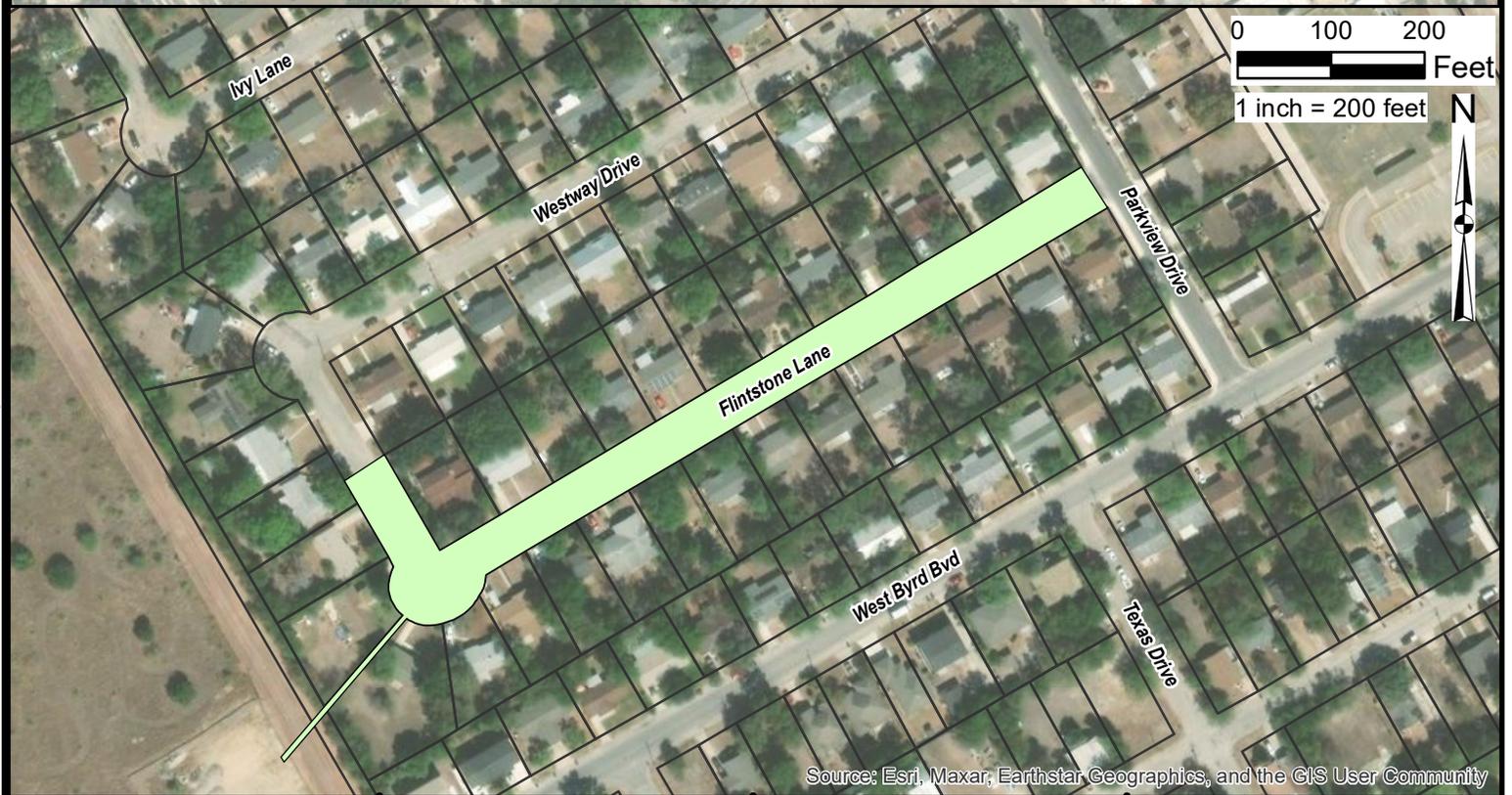
**Total Project Cost** \$ **833,768** to \$ **901,717**

*For budgeting purposes only. Further design is required before permitting, bidding, or construction.  
 Released under the authority of L. David Givler, MSCE, PE, TX PE 73842; TBPE F-2573.*

Note: A CDBG cannot fund engineering and surveying costs.



Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community



Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community

**Legend**

Project Limits

REVISION	DATE



TX Registration #F-002573  
 515 Busby Drive  
 San Antonio, Texas 78209  
 Phone: (210) 342-3991

CLIENT: Universal City

PROJECT NAME: **Flinstone Lane Street Improvements**

PHASE: Preliminary

PROJECT LOCATION: Universal City, Texas

PROJECT NUMBER: UNIV-013C

DESIGNED BY: CRM    CHECKED BY: LDG    DRAWN BY: CRM

DATE: 2/13/2024

SHEET TITLE: **Project Location Map**

SHEET NUMBER: **01 OF 01**

The Flintstone Lane Street Improvements project is an approximately \$902,000.00 construction cost effort that includes reconstructing approximately 4100 SY of asphalt pavement including, sidewalks, curbs, and driveway aprons from the intersection with Parkview Drive up to the beginning of Ivy Lane. Installation of a 1 - 5' curb inlet and 200 LF of HDPE drainpipe in a drainage easement behind Flintstone Drive.

## ANIMAL CARE & CONTROL FACILITY MONTHLY PERFORMANCE REPORT

February 2024

	Current Month			Year to Date		
	Dogs	Cats	Total	Dogs	Cats	Total
Visitors to the Facility			239			443
Total Calls Outs			125			242
Wild Animal Complaints			27			52
Nuisance Complaints Barking, Animals at Large	73	25	98	154	36	190
Animals Licensed	58	12	70	108	21	129
Quarantined	2	0	2	3	0	3
Verbal Warnings Issued	1	0	1			2
Written Warnings Issued	48	5	53			99
Summons Issued	0	0	0			0

<b>Animals Remaining at Shelter January 2024</b>	13	6	19			
Impounded	18	12	30	43	19	62
Owner Surrendered Pets	0	0	0	0	1	1
Shelter transfer - IN	0	0	0	1	0	1
Returned to Owner	9	3	12	19	4	23
Escaped or Released from Facility	0	0	0	0	0	0
Adopted	6	3	9	16	6	22
Adopted - Owner Surrender	0	0	0	0	0	0
Shelter Transfer - OUT	0	0	0	1	0	1
Shelter Transfer - Owner Surrender	0	0	0	0	0	0
Animals Euth (Non- Rehabilitatable)	4	5	9	6	7	13
Animals Euthanized (Space)	0	0	0	0	0	0
Animals Euthanized (Medical)	2	1	3	2	2	4
Animals Euthanized -Owner Surrender-No Rehab	0	0	0	0	0	0
Animals Euthanized-Owner Surrender-Space	0	0	0	0	0	0
Animals Euthanized-Owner Surrender-Medical	0	0	0	0	0	0
Total Euthanasias	6	6	12	8	9	17
Died @ Facility (Natural Causes)	0	0	0	0	0	0
<b>Animals Remaining at Shelter February 2024</b>	<b>10</b>	<b>6</b>	<b>16</b>			

ACCF Maximum Holding Capacity	22	Dog Runs	32	Cat Kennels
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PERCENTAGE OF OCCUPANCY	45%	Dogs	19%	Cats
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**TAB Z: Reports**

	Current Month			Year to Date		
	Dogs	Cats	Total	Dogs	Cats	Total
Microchip Issued - January	1	0	1	1	0	1
Microchip Issued - February	4	1	5	4	1	5
Microchip Issued - March	0	0	0	0	0	0
Microchip Issued - April	0	0	0	0	0	0
Microchip Issued - May	0	0	0	0	0	0
Microchip Issued - June	0	0	0	0	0	0
Microchip Issued - July	0	0	0	0	0	0
Microchip Issued - August	0	0	0	0	0	0
Microchip Issued - September	0	0	0	0	0	0
Microchip Issued - October	0	0	0	0	0	0
Microchip Issued - November	0	0	0	0	0	0
Microchip Issued - December	0	0	0	0	0	0
<b>TOTAL</b>	5	1	6	5	1	6

TAB Z: Reports

MUNICIPAL COURT MONTHLY STATISTICS

	2024 Fines Collected						2022 Fines Collected						2021 Fines Collected			
	#Tkts	#FTAs	Total of Tickets	Total \$	Retained \$	Warrant \$	#Tkts	#FTAs	Total of Tickets	Total \$	Retained \$	Warrant \$	#Tkts	Total \$	Retained \$	Warrant \$
January	528	136	392	176,881	127,704	75,994	769	224	545	179,400	122,584	46,504	357	131,296	97,279	54,622
February	535	147	388	192,852.00	145,935	100,104	675	270	405	136,714.00	90,742	47,418	291	161,835	121,373	101,512
March							812		812	282,601	205,523	148,663	571	227,516	179,417	161,317
April							670	134	536	178,085	127,049	70,752	545	140,086	104,830	68,199
May							678	137	541	190,454	130,156	76,784	636	149,068	110,534	77,370
June							813	215	598	188,765	131,234	61,857	747	143,549	100,135	63,239
July							879	94	785	177,224	121,073	57,100	563	166,071	117,286	59,904
August							804	230	574	216,074	138,889	82,038	685	185,422	124,940	79,797
September							739	195	544	175,055	119,173	49,755	758	151,030	101,576	47,413
October							570	171	399	183,292	126,285	56,268	832	167,922	116,943	54,745
November							545	107	438	140,620	100,362	53,052	563	133,342	95,779	64,734
December							513	169	344	137,763	98,476	40,277	749	167,727	112,399	51,184
<b>TOTALS</b>							<b>8467</b>	<b>1946</b>	<b>6521</b>	<b>2,186,047</b>	<b>1,511,546</b>	<b>790,468</b>	<b>7,297</b>	<b>1,924,864</b>	<b>1,382,491</b>	<b>883,036</b>
<b>AVERAGE</b>							<b>706</b>	<b>161.33</b>		<b>182,171</b>	<b>125,962</b>	<b>65,872</b>	<b>608</b>	<b>160,405</b>	<b>115,208</b>	<b>73,670</b>

# DEVELOPMENT SERVICES DEPARTMENT

## MONTHLY REPORT

FEBRUARY 2024

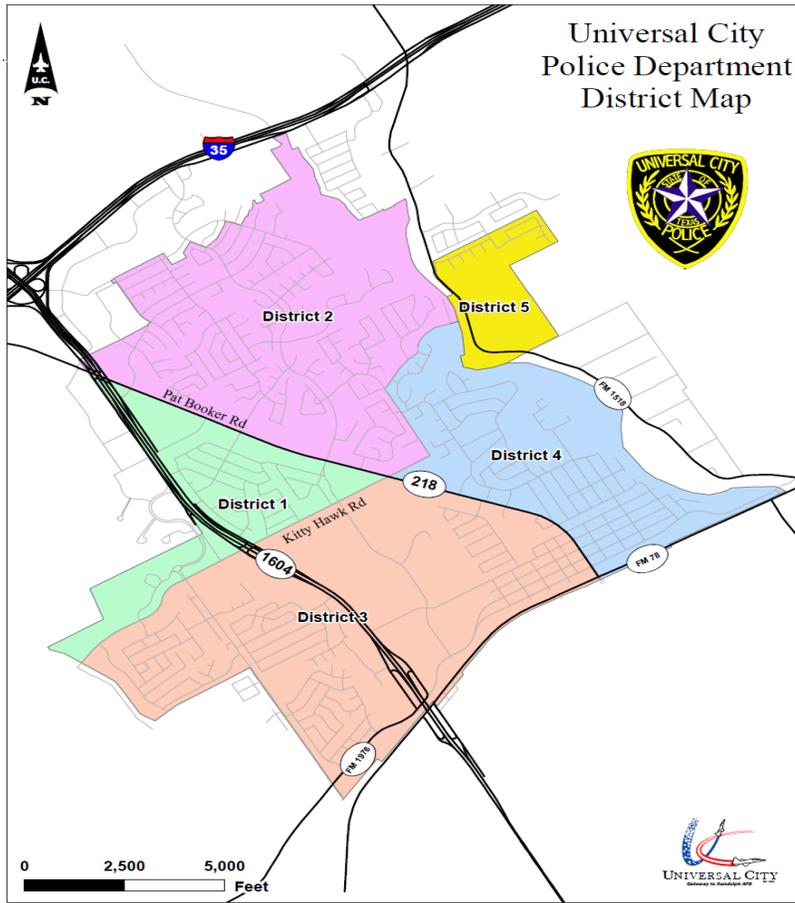
BUILDING		
<u>PERMITS ISSUED</u> <b>110</b>	<u>CERTIFICATES OF OCCUPANCY</u> <b>5</b>	
<u>TOTAL INSPECTIONS</u> <b>392</b>	<u>1<sup>ST</sup> TIME INSPECTIONS</u> <b>354</b>	<u>RE-INSPECTIONS</u> <b>38</b>
HEALTH		
<u>TOTAL INSPECTIONS</u> <b>43</b>	<u>1<sup>ST</sup> TIME INSPECTIONS</u> <b>31</b>	<u>RE-INSPECTIONS</u> <b>12</b>
CODE COMPLIANCE		
<u>CASES OPENED</u> <b>36</b>	<u>CASES CLOSED</u> <b>22</b>	



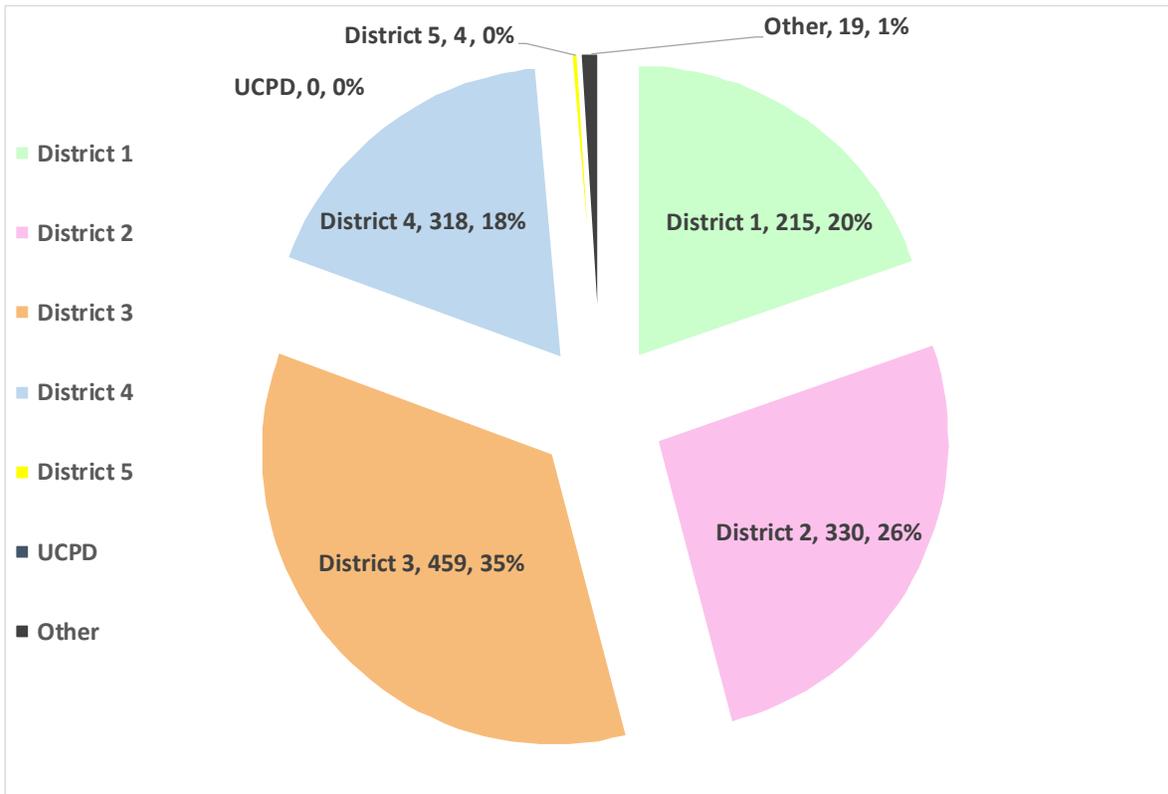
February 2024  
ACTIVITY REPORT

“To provide patrol services, respond to emergencies, investigate crimes, and develop crime prevention programs that will render a safe environment for our community”.

TAB Z: Reports



Call activity received by Communication Technicians include the following: Officer initiated, backup calls, 911 emergency and non-emergency telephone calls.



TAB Z: Reports

<b>WRITTEN REPORTS</b>	
ORIGINAL	169
SUPPLEMENTAL	149
TOTAL	318

<b>CALL TYPES</b>	
PRIMARY	530
BACK-UP	328
CALL FOR SERVICE	2276
TOTAL	3134

<b>INVESTIGATIONS</b>	
ASSIGNED	340
CLEARED	24
TOTAL	316

<b>SUMMONS</b>	
CITATIONS	369
WARNINGS	346
TOTAL	715

<b>ARREST</b>	
ADULT	43
JUVENILE	3
TOTAL	46

<b>ACCIDENTS</b>	
MAJOR	9
MINOR	14
TOTAL	23

Agency Executive Dashboard: UNIVERSAL CITY POLICE DEPARTMENT

Crash Summary by Year

by Crash Category	2021	2022	2023	2024 *
Total Crashes	505	401	438	82
Fatal (K)	2	1	1	--
Other Injury (A,B,C)	125	126	117	26
Non-Injury (N, U)	378	274	320	56
DUI	21	25	19	4
DWI	13	14	7	2
Speed Related	134	97	124	15
CMV Involved	14	8	5	3
Intersection Related	195	175	216	41
Motorcycle Involved	11	6	6	3
Cell Phone Related	3	9	4	1

by Crash Severity	2021	2022	2023	2024 *
FATAL INJURY	2	1	1	0
NOT INJURED	369	267	311	56
POSSIBLE INJURY	46	58	45	13
SUSPECTED MINOR INJURY	57	62	60	6
SUSPECTED SERIOUS INJURY	22	6	12	7

by Weather Condition	2021	2022	2023	2024 *
CLEAR	448	372	368	64
CLOUDY	22	10	39	11
FOG	1	0	0	0
OTHER (EXPLAIN IN NARRATIVE)	1	0	0	0
RAIN	25	19	31	6
SLEET/HAIL	2	0	0	1
SNOW	6	0	0	0

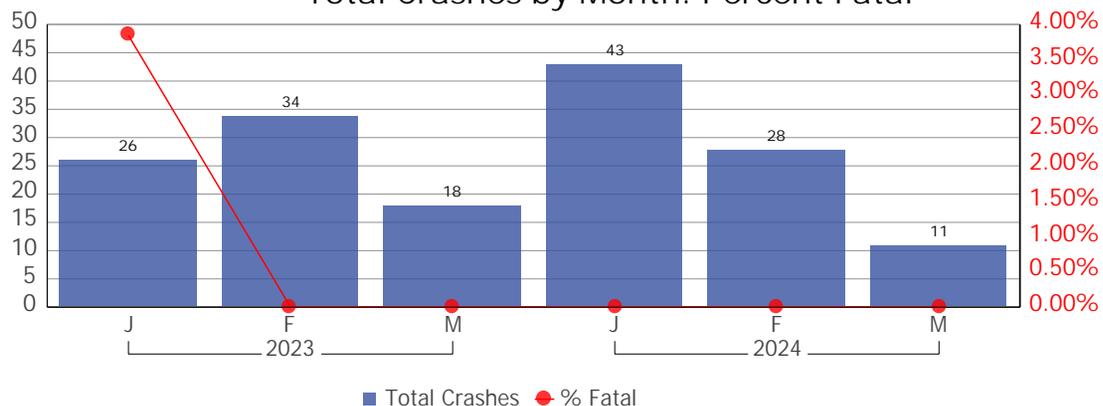
-- = No crash data

\*Thresholds are based on YTD vs. YTD LY values

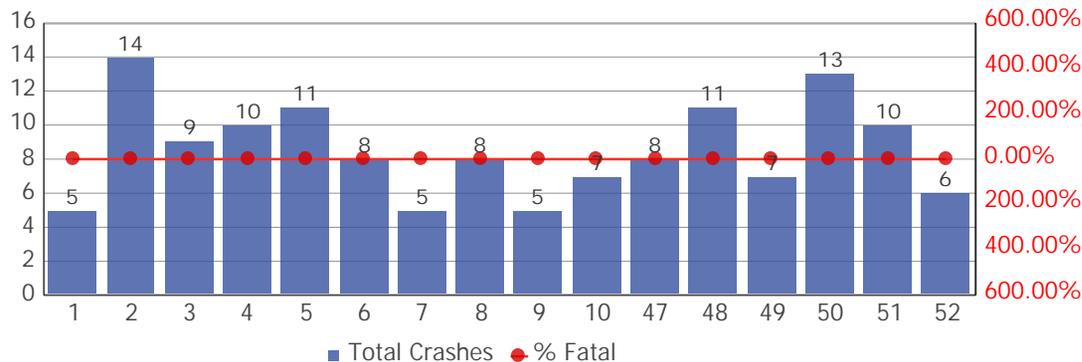
Crash Summary YTD

Top 5 Crash Contributing Factors YTD	Crashes	Crashes YTD LY	DUI Crashes	Fatal Crashes	Fatalities
DRIVER INATTENTION	20	21	--	--	--
FAILED TO YIELD RIGHT OF WAY - TURNING LEFT	15	5	--	--	--
FAILED TO CONTROL SPEED	11	21	1	--	--
CHANGED LANE WHEN UNSAFE	9	7	--	--	--
FOLLOWED TOO CLOSELY	7	3	--	--	--

Total Crashes by Month: Percent Fatal



Total Crashes Last 16 Weeks: Percent Fatal



TAB Z: Reports

UNIVERSAL CITY POLICE DEPARTMENT

FEB-2024

Case ID	Crash Date	Occurred On	Intersecting Road	Intersection Offset Amt	Direction	Private Drive / Parking Lot
		AGORA PKWY	1 crash			
240001855	02/10/2024	AGORA PKWY	CENTERBROOK	120.000 FEET	W	YES
		FM0078	5 crashes			
240001734	02/08/2024	FM0078	NOT REPORTED	0		NO
240002012	02/14/2024	FM0078	NOT REPORTED	0		NO
240001403	02/01/2024	FM0078	SH0218	0		NO
240001414	02/01/2024	FM0078	SH0218	20.000 FEET	NE	NO
240002420	02/22/2024	FM0078	PAT BOOKER RD	0.490 MILES	N	NO
		SL1604	6 crashes			
240001818	02/10/2024	SL1604	NOT REPORTED	0		NO
240002186	02/17/2024	SL1604	SH0218	234.000 FEET	NW	NO
240001549	02/04/2024	SL1604	GIBBS SPRAWL RD	95.000 FEET	N	NO
240002022	02/14/2024	SL1604	PALISADES DR	870.000 FEET	S	NO
240001789	02/09/2024	SL1604	W BYRD BLVD	42.000 FEET	SW	NO
240002403	02/22/2024	SL1604	W BYRD BLVD	42.000 FEET	SW	NO
		SH0218	9 crashes			
240001809	02/09/2024	SH0218	NOT REPORTED	0		NO
240002149	02/16/2024	SH0218	NOT REPORTED	0		NO
240002422	02/22/2024	SH0218	NOT REPORTED	0		NO
240001644	02/06/2024	SH0218	ATHENIAN	0		NO
240002554	02/25/2024	SH0218	ATHENIAN	32.000 FEET	S	NO
240002522	02/24/2024	SH0218	KITTY HAWK RD	323.000 FEET	S	NO
240001488	02/02/2024	SH0218	STONEGATE DR	0		NO
240001851	02/10/2024	SH0218	BUCKINGHAM VILLAGE ST	0		NO
240002150	02/16/2024	SH0218	E AVIATION RD	0		NO
		KITTY HAWK RD	2 crashes			
240001530	02/03/2024	KITTY HAWK RD	DE VACA DR	63.000 FEET	NE	NO
240002490	02/24/2024	KITTY HAWK RD	CONVERSE RD	0		NO

UNIVERSAL CITY POLICE DEPARTMENT

FEB-2024

Case ID	Crash Date	Occurred On	Intersecting Road	Intersection Offset Amt	Direction	Private Drive / Parking Lot
		PAT BOOKER RD	2 crashes			
240002270	02/19/2024	PAT BOOKER RD	ATHENIAN DR	15.000 FEET	S	NO
240002291	02/19/2024	PAT BOOKER RD	100	200.000 FEET	W	YES
		E AVIATION BLVD	2 crashes			
240001516	02/03/2024	E AVIATION BLVD	CROCKETT	100.000 FEET	SW	NO
240001429	02/01/2024	E AVIATION BLVD	TRUDY LN	260.000 FEET	SE	YES
		CONVERSE RD	1 crash			
240002511	02/24/2024	CONVERSE RD	KITTY HAWK RD	130.000 FEET	N	NO
Grand Total: 28						

**CITY OF UNIVERSAL CITY**  
**ANIMAL CARE & CONTROL ADVISORY COMMITTEE**

Meeting Minutes, Wednesday, June 14, 2023

1. CALL TO ORDER: Sheila Perez at 1:35 PM
2. PRESENT: Sheila Perez, Animal Control Manager  
Tobey Morrow, Senior Animal Control Officer  
Dr. Butler, DVM, UC Animal Hospital  
Judie Schindler, Homes for the Homeless
3. PREVIOUS MINUTES: Previous minutes for March 1, 2023, were approved.
4. OLD BUSINESS: No questions arose concerning the monthly reports from February 2023 through May 2023.
5. NEW BUSINESS:
  - a) Penny Paws low-cost shot clinics are scheduled for twice a month, the 1<sup>st</sup> and 3<sup>rd</sup> Saturday, but will be scheduled if there is a 5<sup>th</sup> Saturday. Times are normally from noon to 2PM.
  - b) Dr. Butler informed us that the UCAH will be short a vet through mid-August 2023. Dr. Hernandez will be out during this time. Dr. Butler stated that surgeries were to be scheduled as follows: 2 – Tuesdays, and 2 – Wednesdays. If we need additional surgeries, call their office. Wednesdays would be the better option for additional surgeries. She asked if we have no surgeries scheduled to please let them know that as well.
  - c) Tobey stated that our next Bissell Empty the Shelter event will take place July 6-July 31<sup>st</sup>. Adoptions have been very slow. Hoping they improve soon.
  - d) Animal Concerns, issues to discuss with Dr. Butler:
    - a) Tobey asked Dr. Butler what are the best meds to treat fleas and ticks. Dr. Butler stated for dogs, Nexguard and Bravecto, however for seizure prone dogs avoid Bravecto.
    - b) To treat cats for fleas and ticks: Charistin and Bravecto. Revolution has not been working that great.
    - c) What dewormer is best for cats and dogs? Dr. Butler stated for dogs the best dewormer is Varbantel or Drontal, both come in pill form according to the animal's weight. Dr. Butler did state that they are expensive.

## TAB Z - MINUTES

- d) For cats, the best is Profender. All these dewormers treat hookworms, roundworms, and tapeworms with one pill.
- e) The shelter will check on pricing for these products. Once we determine the cost, we can decide if we want to switch from our current meds.
- e) Dr. Butler did a walk-through of the shelter.
  - a) Dr. Butler checked the condition of 2 separate litters of kittens. The kittens all looked fine, no signs of illness at this time.
  - f) Dr. Butler checked the condition of an adult black cat that has severe conjunctivitis. She prescribed some eye meds for the cat. If the medication does not improve the condition of the cat, she would recommend an exam and an eye stain. Dr. Butler told us to treat the cat as if it is highly contagious to try and avoid spreading illness to the other cats in our shelter. Treat this cat last, use gloves, etc. If this cat's condition does not improve, the cat could possibly be humanely euthanized.
- g) 3rd quarter meeting is scheduled for September 20, 2023 at 1:30 pm.

6. ADJOURNMENT: Meeting adjourned at approximately 2:30 pm.

Request for accommodations or interpretive services must be made five days prior to this meeting. Please contact our offices at 210-658-0700 if these services are needed.

**CITY OF UNIVERSAL CITY**  
**ANIMAL CARE & CONTROL ADVISORY COMMITTEE**  
Meeting Minutes, Wednesday, September 20, 2023

1. CALL TO ORDER: Sheila Perez at 1:35 PM
2. PRESENT: Sheila Perez, Animal Control Manager  
Tobey Morrow, Senior Animal Control Officer  
Dr. Butler, DVM, UC Animal Hospital  
Judie Schindler, Homes for the Homeless (absent)
3. PREVIOUS MINUTES: Previous minutes for June 14, 2023, were approved.
4. OLD BUSINESS: No questions arose concerning the monthly reports from June 2023 through August 2023.
5. NEW BUSINESS:
  - a) Penny Paws low-cost shot clinics are scheduled for twice a month, the 1<sup>st</sup> and 3<sup>rd</sup> Saturday. The fall time schedule for the clinics will be from 12pm – 2pm.
  - b) Tobey stated that our next Bissell Empty the Shelter event will take place in October. The dates will be October 1<sup>st</sup> – 15<sup>th</sup>, 2023.
  - c) Animal Concerns, issues to discuss with Dr. Butler:
    - a) The shelter staff has not experienced any major issues or concerns.
    - b) The shelter had 2 different litters of puppies during different times that the female puppies were diagnosed with vaginitis and could not be spayed yet due to this condition. Dr. Butler stated that some vets differ in their opinions of spaying female puppies who have vaginitis. Dr. Butler stated that UC Animal Hospital prefers puppies to complete their first heat cycle before they perform their spay. The reason being, in most cases of vaginitis will resolve itself after the dog completes her first heat cycle. Female dogs that are spayed when vaginitis is present may cause the infection to be more difficult to treat later and/or the condition can be reoccurring.
    - d) Facility tour. Sheila and Tobey had Dr. Butler check the condition of 2 separate litters of kittens we currently have at the shelter. Dr. Butler said the kittens all looked healthy with no signs of illness at this time.
  - e) 4th quarter meeting is scheduled for December 6, 2023, at 1:30 pm.
  - f) ADJOURNMENT: Meeting adjourned at approximately 2:30 pm.

**MINUTES**  
**BOARD OF ADJUSTMENT OF THE CITY OF UNIVERSAL CITY, TEXAS**  
Regular Meeting, Monday Evening, 18 December 2023

**1. CALL TO ORDER:** Vice-Chair Charles Consla at 6:00 p.m.

**2. QUORUM CHECK:** Michael Cassata, Development Services Director

**Commission Members Present:**

Charles Consla, Vice-Chair  
Tom England, Member  
Lori Putt, Member  
J. Sue Svalberg, Member  
Ron Jackson, Alternate Member  
Grace Wilkerson, Alternate Member

**Staff Present:**

Kim Turner, City Manager  
Michael Cassata, Development Services Director  
Maribel Garcia, Deputy City Clerk

**Absent:**

Donna Ash, Member  
Scott Dagg, Member  
Elizabeth Dixon, Member

Mr. Cassata noted a quorum was present.

**3. MINUTES OF THE PREVIOUS MEETING:** Regular Meeting – 27 February 2023.

Mr. England moved to accept the minutes as presented. Mr. Jackson seconded the motion.

**The motion was approved on a 6-0 vote.**

**4. NEW BUSINESS:**

**A. Election of Officers**

Mr. England moved to nominate Ms. Svalberg as Chair. Mr. Jackson seconded the motion.

**The Board voted to elect Ms. J. Sue Svalberg as Chair of the Board of Adjustment.**

**The motion was approved on a 6-0 unanimous vote.**

Ms. Putt moved to nominate Mr. England as Vice-Chair. Mr. Consla seconded the motion.

**The Board voted to elect Mr. Tom England as Vice-Chair of the Board of Adjustment.**

**The motion was approved on a 6-0 unanimous vote.**

**B. Public Hearing:** V.C. 674– A request for a variance for property zoned C1-Neighborhood Services at 1401 Pat Booker Road (CB 5053H BLK 1 LOT 6 UNIVERSAL CITY BAPTIST CHURCH SUBDIVISION) to allow an eight-foot (8') fence surrounding a community garden, per Zoning Ordinance 581.

Ms. Putt moved to open the Public Hearing. Mr. England seconded the motion.

**The motion was approved unanimously; Chair Svalberg opened the Public Hearing at 6:01 P.M.**

Mr. Cassata clarified the location of the property and explained that the applicant applied for a variance regarding a community garden fence. The request was to build an 8-foot fence rather than the permitted 6-foot fence. The additional 2 feet would help keep deer and other animals out of the garden. Fence aesthetics were reviewed. Mr. Cassata noted that the property was in the JBSA Randolph AICUZ I zone. The required legal notices were sent out with only two responses of no contest.

Mr. England received clarification from Ms. Turner regarding the definition of an AICUZ zone and was notified that the project had received prior approval from Randolph Air Force Base.

Ms. Putt expressed support given that a community garden had always been a topic of positive discussion.

Chair Svalberg shared her support and thanked the applicant and Development Services for providing the Texas Parks and Wildlife recommendation for the project.

There being no further public comment, Ms. Putt moved to close the Public Hearing. Mr. Consla seconded the motion.

**The motion was approved unanimously; Chair Svalberg closed the Public Hearing at 6:10 P.M.**

- C. **Consider:** V.C. 674– A request for a variance for property zoned C1-Neighborhood Services at 1401 Pat Booker Road (CB 5053H BLK 1 LOT 6 UNIVERSAL CITY BAPTIST CHURCH SUBDIVISION) to allow an eight-foot (8') fence surrounding a community garden, per Zoning Ordinance 581.

Mr. Jackson concurred with the findings of fact as outlined in the variance application. Specifically,

- That there are extraordinary conditions affecting the land, including existing land constraints
- That the variance is necessary and essential to the preservation of substantial property rights
- That granting the variance will not be detrimental to the public health or safety
- That extraordinary conditions do not generally apply to other properties within the vicinity
- The unique conditions of the property were not created by the property owner
- The variance requested is in conformance with the City's Future Land Use Plan
- Approval of the variance requested allows the greatest utilization of the property

Mr. Jackson, therefore, moved to approve V.C. 674 and to grant a variance from Section 4-5-71 of the Zoning Code for the property at 1401 Pat Booker Road, 1<sup>st</sup> Baptist Church, to allow an eight-foot fence around the perimeter of the community garden.

Ms. Putt seconded the motion.

**Vote:** Yeas: Jackson, Putt, Svalberg, England, Consla, Wilkerson  
Nays: None

**The motion was approved on an 6-0 vote.**

- D. **Public Hearing:** V.C. 675 – A request for a variance for property zoned R-OT-Old Town Residential at 401 E. Lindbergh Boulevard (CB 5768A BLK 59 LOT 26) to allow: (i) a second shed; and (ii) a shed to encroach the 5-foot side yard accessory setback, per Zoning Ordinance 581.

Ms. Putt moved to open the Public Hearing. Mr. England seconded the motion.

**The motion was approved unanimously; Chair Svalberg opened the Public Hearing at 6:16 P.M.**

Mr. Cassata stated the property was zoned Old-Town Residential and was located on a corner lot on Trudy and Lindbergh. The property backs up to an alley, reducing the impact to immediate neighbors. He explained that the variance request is to approve two sheds, though Ordinance only allows for one.

The Board gained clarification regarding the setback and specifications of the shed in question. These specifications included that the shed had not been inspected, was not on a slab of concrete, had no utilities going to it, was made of wood, and was installed after purchase of the property, which already had one existing shed.

Mr. England gained clarification that the property did not have a garage and that if the variance was approved, the shed would undergo the inspection process.

Ms. Putt gained clarification on the City's position; Mr. Cassata explained that, due to the shed's proximity to the alley and not to neighbors, the City was not worried about the shed causing a visual impact to the immediate neighbors. After the proper legal notices were mailed to residents in a 200-foot radius, only two responses were received, both not objecting to the request.

Mr. Cassata explained various Zoning Code changes that have happened in the last 10 years.

After discussion regarding other similar variance cases, Ms. Turner reminded the BOA that variance cases do not get decided based on precedent and that each case must be considered individually on its merits.

Ms. Wilkerson asked whether the health of the adjacent tree would be affected by the new shed. She explained that both they and the neighbors would have vested interest in the tree's health.

Given there was no further public comment, Mr. Jackson moved to close the Public Hearing. Mr. Consla seconded the motion.

**The motion was approved unanimously; Chair Svalberg closed the Public Hearing at 6:32 P.M.**

- E. **Consider:** V.C. 675 – A request for a variance for property zoned R-OT-Old Town Residential at 401 E. Lindbergh Boulevard (CB 5768A BLK 59 LOT 26) to allow: (i) a second shed; and (ii) a shed to encroach the 5-foot side yard accessory setback, per Zoning Ordinance 581.

Ms. Putt concurred with the findings of fact as outlined in the variance application. Specifically,

- That there are extraordinary conditions affecting the land, including existing land constraints
- That the variances are necessary and essential to the preservation of substantial property rights
- That granting the variances will not be detrimental to the public health or safety
- That extraordinary conditions do not generally apply to other properties within the vicinity
- The unique conditions of the property were not created by the property owner
- The variances requested are in conformance with the City's Future Land Use Plan
- Approval of the variances requested allows the greatest utilization of the property

Ms. Putt, therefore, moved to approve V.C. 675 and to grant variances from Section 4-5-63 of the Zoning Code for the property at 401 E. Lindbergh Boulevard to allow (i) a second shed; and (ii) a shed to encroach the 5-foot side yard accessory setback.

Mr. Jackson seconded the motion.

With the item open to discussion, Mr. Jackson clarified that the issue presented was specific to the second shed and challenged the BOA to evaluate whether the second shed would have been approved before being built had the owners taken proper avenues and applied for the variance before.

The BOA was reminded after discussion that BOA cases do not use precedents in determining variance outcomes; each case must stand on its own.

After being asked to clarify the need for a second shed, Ms. Parker explained that the first shed held her recently deceased son's belongings. Having recently moved, her soon-to-be husband had built the second shed for his own belongings.

Ms. Wilkerson suggested combining the shed contents into one larger shed.

After discussion, Mr. England moved to table the item to give the applicants more time to consider their options. However, the applicants felt they had adequate reasoning for granting the variance.

Mr. Jackson clarified that the BOA would only be deciding the fate of the second shed, not the first since the first was grandfathered.

The BOA discussed Zoning Code requirements and ascertained that the property does not have a garage.

Mr. Cassata suggested that tabling the item may be futile as the same explanation may be given again. The applicant had already established the need for the shed; they had too many belongings to fit in the existing shed and the desire to avoid commercial storage.

Chair Svalberg was informed that Code Compliance found out about the shed through routine inspections. She expressed concern regarding fire safety given that the shed was wooden and near a wooden fence; that is, it did not meet the five-foot setback requirement.

Confirming no additional discussion was warranted, a vote was taken.

**Vote:**                    **Yeas: Putt, Consla**  
                                 **Nays: England, Svalberg, Jackson, Wilkerson**

**The motion failed on a 2-4 vote.**

**5. CITY MANAGER'S REPORT:**

Ms. Turner noted the Waste Management holiday schedule. She reported that Mr. Cassata would give a Development Services update at the December 19, 2023 City Council meeting. She lauded the Fire Department for their successful Pancake Breakfast; they hosted 409 adults and 175 children under the age of 5 years old. Their proceeds totaled \$6,500.

**ADJOURNMENT:** Chair Svalberg adjourned the meeting at 6:58 p.m.

  
J. Sue Svalberg  
Chair

**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 expenses statements for 4<sup>th</sup> Quarter 2023 and 1<sup>st</sup> 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 inquired and received information regarding Mr. Cassata's background. Mr. Goolsby noted that developers spoke highly of Mr. Cassata's development and economic 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.

Kim Igleheart, 736 Garden Meadow, indicated her 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.**

Board member discussion ensued regarding the percentage or dollar amount to award and how it ranked with 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, Mrs. Turner, and Mr. Cassata 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 at 6:28 PM 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.**

**6. 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 Boards/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.

**7. PUBLIC COMMENT:**

Kim Igleheart, 736 Garden Meadow Imparted that her interaction with Mr. Cassata had been less than stellar and opined that the EDC Board should review Mr. Cassata's resume before taking the City Manager's recommendation to appoint him as EDC Director.

Bernie Rubal, 635 Balboa, 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.

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

A handwritten signature in black ink, appearing to read "Richard D. Crow", written over a horizontal line.

Richard "Dick" Crow  
EDC President

MINUTES

PARKS & RECREATION COMMISSION OF THE CITY OF UNIVERSAL CITY, TEXAS

Regular Meeting, Tuesday Evening, 23 January 2024

1. **CALL TO ORDER:** Chair Harry Westerfield at 6:00 P.M.
2. **QUORUM CHECK:** Chair Harry Westerfield

**Commission Members Present:**

Harry Westerfield, Chairperson  
Nick Ferguson, Member  
Judy Schindler, Member  
Janet Tennis, Member  
Mary Eddy, Member

**Also Present:**

Randy Luensmann, Public Works Director  
Maribel Garcia, Deputy City Clerk  
Kris England, Former Member

Chair Westerfield noted a quorum was present.

3. **CITIZENS TO BE HEARD:**

- Bernie Rubal, 635 Balboa, gave a Snowfest financial report produced through an Open Records Request. He recommended that the PARC request a financial report be completed 90 days after the conclusion of Snowfest.

4. **OLD BUSINESS – MINUTES OF PREVIOUS MEETINGS:**

A. **Consider the Minutes of the December 27<sup>th</sup>, 2023 meeting.**

Ms. Schindler moved to approve the minutes as written. Ms. Tennis seconded the motion.

**Motion to approve carried unanimously.**

5. **NEW BUSINESS:**

A. **Update on Red Horse Park playground and pavilion improvements.**

Mr. Luensmann reported progress and presented photos showing the pavilion and playground improvements. He explained that weather had delayed work.

Mr. Ferguson suggested publishing before and after photos when work was completed.

Mr. Luensmann reported improvements still to be completed including fencing, sod, and grass. He announced that a parking lot bid for the park would be considered at the February 6<sup>th</sup> City Council meeting.

B. **Discussion on Veterans Park playground improvements.**

Mr. Luensmann stated the site was prepped and relevant purchase orders had been given. He explained delays due to swing set delivery. He stated flooring would be installed after the swing set, which would complete improvements to the park.

C. **Snowfest 2024 discussion and planning.**

Mr. Luensmann reminded the PARC that February 8<sup>th</sup> would be the volunteer meeting at 6:00 PM and vendor meeting at 7:00 PM. This meeting would be posted as a Special Meeting given that there would be a quorum of PARC members in attendance. A recap meeting after Snowfest would be held on February 27<sup>th</sup>, a regular meeting date. Mr. Luensmann listed all invoice documents completed for various vendors such as entertainment and amusement rides, snow slide, ice, shuttle bus, and advertising.

Ms. Eddy reported that she was able to gather 17 volunteers from Randolph Air Force Base (AFB) for the event.

Mr. Luensmann stated he would need more volunteers for the snow slide.

Ms. Garcia asked whether Walmart could provide staff volunteers.

Mr. Luensmann stated volunteers could be gathered or redirected from HDR engineering or other adult volunteers.

The commission discussed the need to reach out to more volunteers.

Mr. Ferguson suggested more incentivization for volunteers.

Mr. Luensmann and Ms. Garcia responded that all-day volunteers were incentivized with Walmart gift cards, though the gift card incentive was not publicized.

The commission discussed Snowfest logistics such as what time to arrive, prohibitions for the event, and ticket sales.

Mr. Luensmann and Ms. Eddy discussed snow slide organization.

Mr. Luensmann listed all sponsors for the event. He reported on the new stage set up resulting from borrowing a City of San Antonio stage. He also gave a brief overview of general layout of the event and differences from the prior year's Snowfest.

Ms. Eddy emphasized that the intent of Snowfest was never to raise revenue, but rather to provide a community event to residents.

Mr. Luensmann echoed this statement and added that every City hosts public events to promote their parks; none of these events have the goal of raising revenue. Furthermore, events only charge for tickets to cover operational costs.

Mr. Ferguson echoed the importance of charging for entrance to the event to cover costs.

Ms. Eddy noted that events such as Snowfest entice residents to move to the city.

## **6. COMMISSION MEMBER ITEMS:**

Chair Westerfield stated he would not be able to attend the February 27<sup>th</sup> meeting. Mr. Ferguson stated he would be able to run this meeting.

Ms. Schindler stated she would most likely not be able to attend the February 27<sup>th</sup> meeting as well.

Mr. Luensmann gave a Public Works update explaining the succession plan of core positions who have retiring employees. He noted that positions were filled by promoting from within the department.

**7. ADJOURNMENT:**

With Commissioners' consensus to adjourn, Chair Westerfield adjourned the meeting at 6:48 P.M.

Harry Westerfield  
Chairperson

**MINUTES**

**PARKS & RECREATION COMMISSION OF THE CITY OF UNIVERSAL CITY, TEXAS**

Special Meeting, Tuesday Evening, 8 February 2024

1. **CALL TO ORDER:** With permission of Chair Harry Westerfield, Randy Luensmann at 6:00 P.M.
2. **QUORUM CHECK:** Maribel Garcia, Deputy City Clerk

**Commission Members Present:**

Nick Ferguson, Member  
Judy Schindler, Member  
Janet Tennis, Member  
Mary Eddy, Member

**Also Present:**

Randy Luensmann, Public Works Director  
Brandon Peterson, Assistant Public Works Director  
Regina Carmona, Community Relations Coordinator  
Robert Sam, Media Assistant  
Maribel Garcia, Deputy City Clerk  
Kris England, Former Member

**Absent:**

Harry Westerfield, Chairperson

3. **CITIZENS TO BE HEARD:** None.

4. **PURPOSE OF SPECIAL MEETING:**

**A. SNOWFEST Volunteer Meeting 6PM.**

Volunteers were informed of Snowfest information including where to check in and what to do once they arrive. They were thanked for volunteering for the event.

**B. SNOWFEST Vendor Meeting 7PM.**

Vendors were informed of Snowfest information including Health Department and Fire Department guidelines, how and where to set up, and general tips and guidelines to follow at the event. They were thanked for participating in the event.

5. **ADJOURNMENT:**

With Commissioners' consensus to adjourn, Mr. Luensmann adjourned the meeting at 8 P.M.

Harry Westerfield  
Chairperson

**MINUTES**  
**PLANNING AND ZONING COMMISSION OF THE CITY OF UNIVERSAL CITY, TEXAS**  
Regular Meeting, Monday Evening, 08 January 2024

**1. CALL TO ORDER:** Vice-Chair Cynthia Spurlock at 6:08 P.M.

**2. QUORUM CHECK:** Michael Cassata, Development Services Director

**Commission Members Present:**

Mary Andrews, Member  
Deborah Hernandez, Member  
John Hudson, Member  
Linda Sefton, Member  
Cynthia Spurlock, Vice-Chair  
Devona Trigilio, Member  
Diane Woods, Secretary

**Staff Present:**

Kim Turner, City Manager  
Michael Cassata, Development Services Director  
Maribel Garcia, Deputy City Clerk

**Applicant Attendees:**

Valerie Burton, Applicant for Item 2

**Absent:**

Zack Carlton, Chair

Mr. Cassata noted a quorum was present. He also noted that Ms. Spurlock, Vice-Chair, would preside over the meeting.

**3. MINUTES OF THE PREVIOUS MEETING:** Regular Meeting – 6 November 2023

Mr. Hudson moved to approve the minutes of the previous meeting. Ms. Hernandez seconded the motion.

**The motion was approved unanimously.**

**4. NEW BUSINESS:**

**ITEM 1**

- A. Public Meeting: P.C. 573 – A request for approval of the Final Plat of Subdivision and related variance being a total of 29.5-Acre tract located at the southeast corner of E. Loop 1604 N. Access Road and W. Byrd Boulevard [CB 5053 P-103 (12.756 AC), P-104 (11.419 AC) & P-105 (5.345 AC) ABS 745], in connection with the proposed PUD 2023-103, per Zoning Ordinance 581.**

Mr. Cassata explained that a preliminary version of this plat had come before the Commission during the PUD process. He clarified the location of the development and stated that the applicant had worked with potential property users, TXDOT, CPS, and Staff. He noted that the applicant was in need of a variance to allow a final plat scale of 1 inch equals 200 feet to keep the plat map on one page. He noted that the motion to approve included a condition requiring Staff approval of any outstanding comments.

Mr. Cassata clarified that the PUD development requirements had not changed. Mr. Cassata and Ms. Sefton discussed the development plan and timeline.

Ms. Sefton moved to open the Public Meeting. Mr. Hudson seconded the motion.

**The motion was approved unanimously; Vice-Chair Spurlock opened the Public Meeting at 6:16 P.M.**

There being no public comment, Ms. Trigilio moved to close the Public Meeting. Ms. Woods seconded the

motion.

**The motion was approved unanimously; Vice-Chair Spurlock closed the Public Meeting at 6:17 P.M.**

- B. Consider: P.C. 573 – A request for approval of the Final Plat of Subdivision and related variance being a total of 29.5-Acre tract located at the southeast corner of E. Loop 1604 N. Access Road and W. Byrd Boulevard [CB 5053 P-103 (12.756 AC), P-104 (11.419 AC) & P-105 (5.345 AC) ABS 745], in connection with the proposed PUD 2023-103, per Zoning Ordinance 581.**

Ms. Hudson moved to approve P.C. 573 in accordance with the motion in the agenda packet. The motion stated that after conducting a public meeting on the request for approval of the final plat of subdivision for the Byrd Street Crossing Subdivision at the southeast corner of E. Loop 1604 North Access Road and W. Byrd Boulevard, the Planning and Zoning Commission had considered the request and Ms. Spurlock noted that the motion to approve PC 573 included the following conditions:

1. Staff approval of any outstanding comments.
2. A variance to Section 4-2-28 (c)(1) is granted to allow a final plat scale of 1" = 200'.

Ms. Woods seconded the motion.

**The motion was approved on an 8 – 0 vote.**

## ITEM 2

- A. Public Hearing: P.C. 596 (SU 017)— A request for a Specific Use Permit (SUP) at 320 Kitty Hawk Road, Suites 108 & 109 (CB 5053N BLK LOTS 5 & 6 SCHLUETER SUBD UT-3) to allow an Administrative and Business Offices use in the C3-Commercial Services District, per Zoning Ordinance 581.**

Mr. Cassata explained the location of the two suites for which the applicants were requesting a SUP. The business would be a residential cleaning business. He explained that the item would be presented for Council consideration on January 16<sup>th</sup>.

Vice-Chair Spurlock clarified that a SUP is specific to a tenant and is not tied to the property after a tenant leaves. Mr. Cassata concurred.

Ms. Woods moved to open the Public Hearing. Mr. Hudson seconded the motion.

**The motion was approved unanimously; Vice-Chair Spurlock opened the Public Hearing at 6:21 P.M.**

Ms. Burton, the applicant, stated that both she and her husband were army veterans. This new business is their next chapter after retiring from service. They expressed their excitement to be part of the community.

The Commission and Ms. Burton discussed specifics regarding business planning; the business would be a franchise and would employ six maids. The maids would work in teams of two. Ms. Burton would like to expand to the point where they would hire a manager and expand their services to commercial cleaning.

Ms. Trigilio confirmed that the cleaning supplies would be stored on only three shelving units and would be eco-friendly and non-combustible.

With no further public comment, Ms. Woods moved to close the Public Hearing. Mr. Hudson seconded the motion.

The motion was approved unanimously; Vice-Chair Spurlock closed the Public Hearing at 6:26 P.M.

- B. Consider: P.C. 596 (SU 017)— A request for a Specific Use Permit at 320 Kitty Hawk Road, Suites 108 & 109 (CB 5053N BLK LOTS 5 & 6 SCHLUETER SUBD UT-3) to allow an Administrative and Business Offices use in the C3-Commercial Services District, per Zoning Ordinance 581.**

Mr. Hudson moved to approve P.C. 596 (SU 017) in accordance with motion language in the agenda packet. The motion stated that per section 4-5-54 of the Zoning Code, no specific use shall be recommended for approval by the Planning and Zoning Commission unless it has made findings, based upon the evidence presented at the public hearing, to support the conclusions identified in Section 4-5-54(4) of the Zoning Code. Having done so, Mr. Hudson, therefore, moved to recommend approval of PC 596 (SU 017) and to grant a Specific Use Permit to allow an Administrative and Business Offices use in the form of a residential cleaning services company at 320 Kitty Hawk, Suites 108 & 109, to Ms. Valerie Burton.

Ms. Trigilio seconded the motion.

**The motion was approved on an 8 – 0 vote.**

#### **5. CITY MANAGER'S REPORT:**

Ms. Turner shared that the annual accomplishments report would be presented during the January 16<sup>th</sup> City Council meeting. She announced that City Clerk and Economic Development Director, Kristin Mueller, would be leaving the City to take a position in the City of Seguin. She would be closer to family this way. Ms. Turner also announced that Zack Carlton was moving after a long search for a home in Universal City. Unfortunately, a home in Universal City was not found and he and his family would be moving out of the City, thereby ending his term on the Planning and Zoning Commission.

Mr. Cassata explained that with nothing concrete planned for upcoming Planning and Zoning agendas, the Election of Officers could wait until the next term scheduled for August 1<sup>st</sup>. He explained the line of succession and stated Vice-Chair Spurlock would reside over the next set of meetings, if needed, before the next term.

Mr. Cassata also answered questions regarding development near FM 1976. He also gave notice that the Commission is anticipated to hear Zoning Cases regarding the Reunion development project in Northlake. He gave a brief overview of the project.

Ms. Turner reported that the Development Services Update presented before City Council would be presented at the January 17<sup>th</sup> Citizens' Police Academy meeting.

- 6. ADJOURNMENT:** Vice-Chair Spurlock adjourned the meeting at 6:37 P.M.



Cynthia Spurlock  
Vice-Chair