

MINUTES
ECONOMIC DEVELOPMENT CORPORATION OF THE CITY OF UNIVERSAL CITY, TEXAS
Regular Meeting, Thursday, 13 April 2023

1. **CALL TO ORDER:** Mr. Crow, President at 5:01 P.M.
2. **QUORUM CHECK:** Kristin Mueller, City Clerk

Present:

Dick Crow, President
Lenny Dagg, Vice President
Roland Hinojosa, Secretary
Christina Fitzpatrick, Director
Bear Goolsby, Director

Also Present:

Kim Turner, City Manager
Randy Luensmann, Public Works Director
Stephen Aniol, Kimley Horn

Not Present:

Dick Neville, Treasurer
Bryan Kuhlmann, Director

Mr. Crow noted a quorum was present.

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

Mr. Hinojosa moved to approve the following consent agenda item: a) Minutes of the 9 March 2023 Regular Meeting with the correction of the title from "City Council of the City of Universal City" to "Economic Development Corporation of the City of Universal City."

Mr. Goolsby seconded the motion.

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

Mr. Goolsby moved to approve the following consent agenda items: b) Financial Report including Accounting Reports, Bills to Be Paid and Transfers, Investment Status, and Expected Incoming Expenses. Mr. Dagg read the report on bills to be paid.

Mr. Hinojosa seconded the motion.

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

5. **NEW BUSINESS:**
 - A. **Discuss & Consider Resolution 2023-2: A Resolution of the Board of Directors of the Universal City Economic Development Corporation approving a project as authorized by Section 505.158 of the Texas Local Government Code, authorizing certain financial assistance to be used for targeted infrastructure located within the City of Universal City, Texas; and providing for an effective date.**

Mr. Aniol explained that the items in this development went through a scope change. He stated he and Mr. Luensmann worked with Walmart to create a survey and design of parking along with medians for Walmart. Parking stalls would be removed and relocated. He also explained Mr. Luensmann worked with this project for utility coordination, specifically for sub-surface utility identification. They also worked on signal improvements and relocations on Kitty Hawk. He explained that prior to working on the project in person, it was difficult to state what relocations and utilities work was needed, which is the purpose of this scope expansion. Additional survey items were identified along with supplemental services accounted for in the expansion of scope.

Mrs. Turner stated the total amended scope of the work would be \$122,660.

Mr. Goolsby requested clarification on why the Walmart spaces that were previously marked were included in the expansion of scope.

Mr. Aniol clarified that Walmart has asked for more clarification and the previously marked Walmart spaces were only a concept design. The expansion of scope and request for more funds is due to the actual cost of work for the project in carrying out and amending the concept design.

Mr. Goolsby inquired about the utility design and potholing for signals.

Mr. Aniol and Mr. Luensmann clarified potholing would be done before signaling is finalized so that utilities can be moved or worked around. Utilities would be identified before potholing, and potholing would be the final check on utilities before finalization of the signaling. They stated they would not start work on the design past 30% before utilities were located.

Mr. Luensmann stated they would identify utility conflicts before the design goes any further to prevent a redesign at later stages of the project.

Mr. Goolsby asked about the amount of supplemental service items and clarified it may not be used.

Mr. Aniol clarified the supplemental services amount to be \$33,500 that may or may not be used.

Mr. Hinojosa asked about the sixteen-inch water line.

Mr. Luensmann answered the sixteen-inch water line only had one shot to place, and stated there is the possibility to downsize depending on the need of other properties.

Mr. Hinojosa clarified it was within the City's power to decide where to place utilities, preferably underground.

Mr. Luensmann confirmed.

Mr. Hinojosa asked about the round-about and the consideration of utility needs for it.

Mr. Aniol answered that it depended on what the developers decided to put in the roundabout.

Mr. Luensmann stated his team placed sleeves for utilities in case they were needed.

Mr. Hinojosa asked for the consideration of streetlights in the Public Row.

Mr. Luensmann clarified that they had planned for streetlights, but they would be for CPS to maintain.

Mr. Goolsby questioned the plan for underground electric.

Mrs. Turner clarified the City has a policy for underground electric and said the policy would apply to Northlake.

Mr. Luensmann explained there would be no overhead electricity along the street row.

Mr. Dagg motioned to approve Resolution 2023-2. Ms. Fitzpatrick seconded the motion.

Vote: All in favor, none opposed.

Motion to approve carried.

- B. Discuss & Consider Resolution 2023-3: A Resolution of the Board of Directors of the Universal City Economic Development Corporation authorizing certain budget amendments pertaining to the adopted FY2023 Budget in accordance with 102.008(1) of the Texas Local Government Code: authorizing the Executive Director to execute, and take all necessary steps to implement the provisions of this resolution.**

Mrs. Turner explained the EDC had already approved this Resolution in a preliminary stage to go to City Council. Council approved the item in the April 11th meeting. She reiterated the specifications of the resolution and how the money would be used. She also repeated that this budget expansion was possible due to an unforeseen surplus of funds.

Ms. Fitzpatrick moved to approve Resolution 2023-3. Mr. Goolsby seconded the motion.

Vote: All in favor, none opposed.

Motion to approve carried.

- C. Next Meeting:** The Board of Directors were informed that the next meeting would take place on Thursday, 11 May 2023 at 5:00 pm, Council Chambers. Mr. Dagg informed the Board that he would not be in attendance.

6. STAFF REPORT:

Mrs. Turner gave an update on economic development projects throughout the City.

7. PUBLIC COMMENT: None.

8. ADJOURNMENT: Mr. Crow adjourned the meeting at 5:35 P.M.