

MINUTES
CITY COUNCIL OF THE CITY OF UNIVERSAL CITY, TEXAS
Regular Meeting, Tuesday, 06 June 2023

1. **CALL TO ORDER:** Mayor John Williams at 6:32 P.M.
2. **QUORUM CHECK:** Kristin Mueller, City Clerk

Present:

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

Staff Present:

Kim Turner, City Manager
Megan Santee, City Attorney
Kristin Mueller, City Clerk/Economic Dev. Director
Michael Cassata, Development Services Director
Randy Luensmann, Public Works Director
Christina Blumenthal, Library Director
Maribel Garcia, Deputy City Clerk

Virtually Present:

Mayor Pro Tem Goolsby

Mayor Williams noted a quorum was present.

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

Councilmember Najarian gave the invocation. The Pledge of Allegiance to both the United States and Texas flags were led by Mayor Williams.

4. **VOTE TO CONSIDER THE EXCUSE OF ABSENT MAYOR/COUNCILMEMBERS:**

No action was necessary; all councilmembers were present.

5. **AWARDS/PROCLAMATION/INTRODUCTION OF GUESTS:**

Mayor Williams read a letter of congratulations to Cade Robbins for reaching the highest rank in scouting, Eagle Scout. He said he personally knew what it took to become an Eagle Scout and noted that the Eagle Scout project is a new addition to the requirements for the rank.

Mr. Robbins described his Eagle Scout project. He constructed a Veterans Prayer Garden at Christ the King Lutheran Church. He also renovated the area around the garden. He encouraged anyone interested to go enjoy the garden, which doubles as a community garden.

6. **CONSENT AGENDA:**

Councilmember Vaughan asked that items b) and d) be removed from the consent agenda and voted on separately.

Councilmember Buck moved to approve the following items of the Consent Agenda.

- a) Consider Ordinance 361-AE-2023: An Ordinance amending Ordinance 361 and Chapter 1-4 Finance Article IV, Sec 1-4-40 Schedules – Fees and Charges for Library Services, of the Code of Ordinances, revising certain sections and paragraphs accordingly, providing severability, and setting an effective date.

- d) Consider Resolution 951-2023: A Resolution authorizing a project, which will facilitate the promotion and development of new or expanded commercial development, and which was approved by the Board of Directors at the UCEDC Meeting on May 11, 2023; and providing an effective date.

Councilmember Najarian seconded the motion.

Vote: Yeas: Buck, Najarian, Goolsby, Bulman, Fitzpatrick, Vaughan
Nays: None.

Motion to approve carried.

Councilmember Buck moved to approve item b) of the Consent Agenda – Ordinance 632-PC-564-2023.

- b) Consider Ordinance 632-PC-564-2023: An Ordinance amending the Future Land Use Plan to change land use designation of property located at the southeast corner of E. Loop 1604 N. Access Road & W. Byrd Boulevard, Universal City, Texas [CB 5053 P-103 (12.756 AC), P-104 (5.345 AC) ABS 745] from HC-Highway Commercial & GC-General Commercial to HC-Highway Commercial & HDR-High Density Residential; providing for severability; and establishing an effective date.

Councilmember Fitzpatrick seconded the motion.

Vote: Yeas: Buck, Fitzpatrick, Goolsby, Najarian
Nays: Bulman, Vaughan

Motion to approve carried.

Councilmember Najarian moved to approve item c) of the Consent Agenda – Ordinance 581-Y-PUD-2023-103.

- c) Consider Ordinance 581-Y-PUD-2023-103: An Ordinance amending the Zoning Map of the City of Universal City, Texas for an approximately 29.5-acre property, located at the southeast corner of E. Loop 1604 N. Access Road and W. Byrd Boulevard; rezoning said property from C5-Highway Commercial & C4-General Commercial to PUD 2023-103 District, generally for commercial services and retail, multi-family residential, convenience storage, and warehousing; adopting the PUD Final Plan related to PUD 2023-103; providing for severability; providing for the publication of the caption of this ordinance; and establishing an effective date.

Councilmember Buck seconded the motion.

Vote: Yeas: Najarian, Buck, Goolsby, Fitzpatrick
Nays: Bulman, Vaughan

Motion to approve carried.

7. CITIZENS TO BE HEARD:

- Bernard Rubal, 635 Balboa Drive, expressed concerns over the PUD on the agenda and asked the City Council and EDC to consider the consequences of increasing high density housing in place of properties zoned for commercial development. He moved to the venue tax and discussed the projected revenue and expense of the golf course.
- Richard Edwards, 209 Trudy Lane, commented on June being known as Pride Month. He

questioned the objective of Pride Month and disagreed with it. He asked Council to proclaim June as Virtue and Morality Month in the City of Universal City.

- Ken Taylor, 103 Terra Cotta, noted that unlike some cities, Universal City's City Council has never been divided and weak. He said that strong leadership required an effort that citizens expect City Council to make.

8. BUSINESS:

B. Concept Plan Presentation of Calvary Chapel Multi-Use PUD at Universal City Square Shopping Center.

Mr. Cassata explained that Calvary Chapel of San Antonio (CCSA) would like to expand and came to Staff with a proposal to switch locations from Triangle Shopping Center on Pat Booker Road near Loop 1604 to Universal Square Shopping Center on Universal City Boulevard and Pat Booker Road.

Mr. Matt Blanton explained the church needed a PUD to be able to host all of their programs under one roof and expand their space to serve more people. He said they have all community services free of charge including a school and medical clinic. He said the zoning of the proposed property would not allow all uses on the same property. He said the property in Universal Square owners would allow them to expand, is closer to residential spaces and would allow for more community outreach, would allow them to stay in Universal City, and would make the prime retail space in Triangle Shopping Center available. He said there would be minimal external changes to the site. He said they are in the process of getting a lease agreement in Universal Square. He displayed the concept plan and proposed layout of the space. He said they would have sufficient parking, would sign a waiver allowing guns and alcohol to be sold near the school, and would not do anything above what is required by code for school zones. He estimated that all things approved, they could host their first service on Easter Sunday in 2024.

Councilmember Bulman commended them on their school children's behavior. She expressed concern about buying the property.

Mr. Blanton stated they would be leasing and there is no lease-to-own agreement. He noted Councilmember Bulman's comment about residents' negative views of owning the property.

Councilmember Bulman asked about pick-up/drop-off traffic mitigation and whether the bus they own is only used for field trips.

Mr. Blanton stated they have a system to mitigate traffic in the smaller space they have so with more parking there should be no issue. The bus is used for field trips and twice a day to take children to parks for recess and physical education.

Councilmember Najarian commented that the floor plan was well thought out. He opined that the church is a great addition to the community, but expressed concern about the children he sees running in the neighborhood.

Mr. Blanton clarified that these are only cross county kids and that running in the surrounding neighborhoods is standard practice for school cross country programs.

Councilmember Najarian shared his personal positive experience with the Calvary clinic and said he would support them moving to Universal Square.

Councilmember Buck asked about the private school.

Mr. Blanton said it is free to every student that attends. He said there are approximately 10 students in each class, and with the new location they may increase to 12 students per class. He said they only have one school bus. He commended their students' college acceptances.

Councilmember Buck supported the school. He asked Mr. Cassata about exceptions to gun and liquor sale regulations.

Mr. Cassata responded that they should be able to issue a variance but would double check.

Mayor Pro Tem Goolsby asked how many patrons they anticipated at those services.

Mr. Blanton shared service times and stated they currently host approximately 300 people at each service. He said with the new space they would be able to host more.

Mayor Pro Tem Goolsby expressed concerns over the sprinkler system but said he would like people to come to Universal City. He asked where their patronage comes from.

Mr. Blanton said they understand they would need to make modifications to the system. He said their patronage comes mainly from outside of Universal City.

Councilmember Fitzpatrick shared that the church has great outreach programs and agreed that they would make a better fit for the proposed space. She expressed concern over losing retail space considering the nearby residential properties and was concerned about nearby wine sales. She would like to see a sit-down café in that area for residents.

Mrs. Turner stated that Potters Church had signed a waiver for liquor sales before.

Mr. Blanton reiterated that the church would sign a waiver immediately.

Councilmember Vaughan supported this concept design.

Councilmember Najarian asked about the timeline of Calvary's lease ending in Triangle Square versus when they vacate the building. He asked this in relation to Specific Use Permit regulations. Councilmember Fitzpatrick had shared the same concerns before.

Mr. Cassata responded that the vacancy would be favorable to not having another church sign a lease in that space to make it available for retail.

C. Concept Plan Presentation for the PUD of Athenian & Centerbrook.

Mr. Charles Turner, CEO of Terramark, said his company specialized in high-density residential and multi-story residences. The proposed PUD would create 27 single-family homes. He showed the PUD site map. He assured Council that the properties would have unique looks with a variety of floorplans. He said Westfort Villas were a good example of what to expect from this PUD. He stated that \$11 million would go into providing new improvements.

Councilmember Bulman asked whether they would have an HOA for the neighborhood and expressed concerns about street parking and parking capacity.

Mr. Turner responded that there would be an HOA and there should be sufficient parking with alley parking, a driveway, and a two-car garage for each property.

Councilmember Bulman reiterated concerns about parking and commented that many residents only use their garage for storage. She asked whether the properties would be leased or bought.

Mr. Turner stated they would be for sale and priced between \$300k-400k.

Mayor Pro Tem Goolsby asked about impervious cover.

Mr. Cassata answered that the impervious cover meets requirements, and the applicant has agreed to a retention pond if needed.

Mayor Pro Tem Goolsby asked about Fire Department approval of alleys for EMS vehicles.

Mrs. Turner responded that the Fire Marshal had approved the property layout. She noted that only a few houses would be accessed from the alley.

Mayor Pro Tem Goolsby commented that the community space needs more development and stressed the need for uniqueness in each house's exterior design.

Councilmember Najarian supported the development due to the need for garden or patio homes in Universal City. He reiterated Mayor Pro Tem Goolsby's want for uniqueness. He expressed approval for the designs shown.

Mr. Turner noted the garages should have enough space to accommodate both storage and vehicles.

Councilmember Vaughan asked whether the dimensions of the properties were typical for garden homes. He expressed concern for the effects on traffic.

Mr. Turner stated they made them larger for the area and cited Westfort Villas as having a close resemblance to the concept plan.

Mayor Williams commented that there should be minimal effects on traffic considering the apartment complex nearby did not have effects on traffic.

Councilmember Fitzpatrick expressed concern for the retaining wall behind the alley and how it would affect the turn radius of trash pick-up and EMS vehicles.

Mr. Turner reassured Council there would be enough room and guaranteed provisions would be made to ensure this.

Mrs. Turner reassured Council that Solid Waste is experienced in picking up trash in small areas.

Councilmember Buck asked if developers would consider having a centralized dumpster to mitigate the trash issue.

Mr. Turner stated they planned to have a centralized recycling bin but would like residents to have quick access to personal outdoor trash disposal such as personal bins.

Mrs. Turner suggested a curb with a gap or space to place trash bins outside of the right-of-way.

D. Discuss and Consider Resolution No. 889-G-2023: A Resolution to adopt a policy regarding senior citizens' bingo program for the City of Universal City Public Library; establishing legislative findings; providing for adoption; and setting an effective date.

Mrs. Turner explained that the State allows libraries to host bingo. It is recommended that a City whose library hosts bingo have a bingo policy.

Councilmember Buck asked if there was a specific amount for nominal gifts and asked from where the library would extract these funds.

Mrs. Turner and Mrs. Santee responded with ten dollars.

Ms. Blumenthal stated most gifts are donated.

Councilmember Fitzpatrick answered that the policy states the library may tap the Friends of the Library fund.

Mayor Pro Tem Goolsby asked if the bingo program was being used to gauge interest in senior events, referring to previous presentations of senior events.

Mrs. Turner responded that bingo has always been hosted at the library but would now have a policy to protect the City. She stated that bingo is the library's most popular program.

Councilmember Vaughan moved to approve Resolution No. 889-G-2023. Councilmember Fitzpatrick seconded the motion.

**Vote: Yeas: Vaughan, Fitzpatrick, Goolsby, Buck, Bulman, Najarian
Nays: None.**

Motion to approve carried.

E. Discuss and Consider Resolution No. 889-H-2023: A Resolution deleting in their entirety the 2018 Circulation Policy and the 2010 Library Card Policy; adopting a 2023 Circulation Policy for the Municipal Library of the City of Universal City; establishing legislative findings; providing deletion and adoption; and setting an effective date.

Mrs. Turner noted a few changes to the Resolution.

Councilmember Vaughan moved to approve Resolution No. 889-H-2023. Councilmember Najarian seconded the motion.

**Vote: Yeas: Vaughan, Najarian, Goolsby, Buck, Bulman, Fitzpatrick
Nays: None.**

Motion to approve carried.

F. Discuss and Consider Resolution 889-I-2023: A Resolution amending the Patron Code of Conduct for the Municipal Library passed by the City Council of the City of Universal City; establishing legislative findings; providing an amendment; and setting an effective date.

Councilmember Buck asked about the appeals process if a patron's privileges are revoked.

Mrs. Blumenthal stated it would be an appeal sent to her, preferably written.

Councilmember Buck asked that this be included in the policy and asked if an email would suffice.

Mrs. Blumenthal and Mrs. Turner stated they would add these specifications to the policy by adding “written” before “appeal” and stating email as an option.

Councilmember Buck asked specifics on the appeals process focusing on escalation.

Mrs. Turner stated that she would support the librarian’s decision as final.

Mrs. Blumenthal stated this policy is in line with many other cities in stating the librarian’s decision is final.

Councilmember Buck agreed. He also asked that “horseplaying” be defined.

Councilmember Vaughan moved to approve Resolution 889-I-2023. Councilmember Buck seconded the motion.

**Vote: Yeas: Vaughan, Buck, Goolsby, Bulman, Fitzpatrick, Najarian
Nays: None.**

Motion to approve carried.

G. Discuss and Consider Resolution 953-2023: A Resolution of the City Council of Universal City approving the adoption of a Fund Balance Policy for the General Fund, the Water and Sewer Funds, the Stormwater Fund, and the Venue Project Fund; and providing an effective date.

Mrs. Turner reminded the Council that they had discussed this topic before and explained Staff needed direction on the Fund Balance Policy and approval so that Staff could consider this during the budget process.

Councilmember Vaughan discussed the average number of months in reserves and agreed with approving the policy as written while taking out the “Assigned Fund Balance Authority” section. He believed the proposed number of months in reserves was a good compromise.

Councilmember Buck asked for a cap on the Fund Balance Policy’s number of months. He recommended a range of 12-15 months or 12-14 months.

Councilmember Najarian asked for clarification on Councilmember Vaughan’s amendment deleting the “Assigned Fund Balance Authority” section.

Mrs. Turner provided clarification and noted that it is redundant as later in the policy it states the City Manager would have to carry out Council approval.

Councilmember Najarian lent support for Councilmember Buck’s suggestion of a range.

Mrs. Turner explained that if the Fund Balance goes above its minimum, Council can decide whether to spend the excess reserves. She shared that she consulted the City’s bond rating counsel who gave recommendations for the minimum months listed in the proposed policy. She

stated that she also received support for the listed numbers from tax rate consultants and the City's consultant for their credit rating. She stated that all advisors and consultants stated the only thing that matters in this policy is meeting the minimum.

Councilmember Bulman stated she supported the policy as is.

Councilmember Fitzpatrick shared her support for language including a "minimum" Fund Balance and liked the flexibility it gave Council and the City to use excess funds. She asked for clarification on the Debt Service Reserve.

Mrs. Turner clarified that what is required is either the Debt Service Reserve of 3 months or the Fund Balance Policy as provided by the Bond Ordinance; whichever is greater.

Mayor Pro Tem Goolsby asked for clarification on what creditors care about in the policy.

Mrs. Turner stated they care about the minimum being an appropriate amount for the City, in this case 12 months, and that the City does not go below this amount.

Mayor Pro Tem Goolsby stated he was worried about adding a maximum to the policy as it may hinder the City in saving for big projects. He only cared about the minimum.

Mrs. Turner reminded Council that excess funds that go above the Fund Balances have restricted uses: major capital expenses, non-recurring expenditures, and emergencies. She also stated that the City would have to make plans to replenish the Fund Balance within the following fiscal year if the balance falls below the stated minimum.

Councilmember Najarian moved to approve Resolution 953-2023 with the agreed-upon amendment proposed by Councilmember Vaughan. Councilmember Vaughan seconded the motion.

**Vote: Yeas: Najarian, Vaughan, Goolsby, Buck, Bulman, Fitzpatrick
Nays: None.**

Motion to approve carried.

H. Discussion of Council Initiatives for the FY 2024 Budget.

Mrs. Turner stated that, considering the upcoming budget cycle, she thought it would be prudent to review the Comprehensive Plan (Plan) projects. She gave Council a summary and progress report of all initiatives in the Plan.

Councilmember Bulman shared that Councilmember Vaughan and herself would like to take this opportunity to have pre-budget discussions. She gave an overview of what residents would or would not like to see in the budget, and various budget related items. She further opined that she would like the budget to be more detailed.

Mrs. Turner asked that Council focus on the current unfinished Plan and that the next Plan would be the time to explore what residents would like to prioritize in future budgets.

Councilmember Bulman received confirmation that this discussion was not a pre-budget discussion but rather discussion for Staff to gain direction on what details Council would like to see as well as existing project prioritization. She asked whether the next Plan would be

discussed before approval.

Mrs. Turner stated that approval of the money to fund the Plan would be part of the budget process. She warned it would not be cheap. She reassured Councilmember Bulman that Council and residents would have input on the Plan. Specifics for the Plan happen after the budget amount is approved.

Councilmember Fitzpatrick asked that each department head provide their stretch goals or wishes that would help their function.

Mrs. Turner stated she would try to coordinate this with departments, but that departments must be conservative when budgeting. She said items subtracted from the budget to make it reasonable would be noted and explained, and that if there is excess money in the budget, then wants can be explored.

Councilmember Buck received clarification on the parameters of the discussion item. He received permission to discuss a project not explicitly in the Plan but which had been mentioned before. He would like Pat Booker Road to have a dedicated right turning lane onto the Loop 1604 frontage road. He believed traffic would be helped through this. He realized that TXDOT said they would most likely not do that project but that they gave the City permission to carry out the project. He asked the status of this project.

Mr. Luensmann stated they are still in the design and approval process and would need to get funding for it.

Councilmember Buck asked how much money, given no other funding, it would take to complete the project.

Mr. Luensmann stated it would cost approximately \$1 million.

Mrs. Turner stated the minimum match for most grants or other outside funding would be 30%.

Councilmember Buck asked that a dedicated right turning lane be prioritized. He received confirmation that excess Fund Balance funds could be used for this project with the approval of Council.

Mrs. Turner cautioned that it would still be a slow-moving project if the City funds it.

Councilmember Vaughan stated he wanted a flat tax on all residents – a rate that would be lower than the current rate as he believed the City's current rate was too high. He recognized that this rate would heavily depend on capital improvement projects. He also asked that the City consider contracting out for dispatch.

Mayor Pro Tem Goolsby asked that volunteer management in the form of a volunteer coordinator position be considered to program senior events. He also wanted to maintain the fire and police departments. His main concern was that minimum numbers for necessities be met. He agreed with a Pat Booker Road dedicated right turning lane.

Councilmember Buck asked for clarification on the flat tax proposed by Councilmember Vaughan.

Councilmember Vaughan clarified that the flat tax would be a tax that allows households to pay

the same rate they paid the year before.

Mrs. Turner cautioned that Council can not legally discuss a tax rate until a budget is passed according to State law.

Councilmember Buck asked Councilmember Vaughan whether he was proposing a universal homestead exemption for every home in Universal City.

Councilmember Vaughan answered no and that it was only about keeping the tax rates the same and projecting revenue for this alone.

Mrs. Turner addressed the volunteer coordinator position and shared that several positions act as volunteer coordinators for their own programs.

Mayor Williams shared State legislative session updates regarding tax rates, cautioning that there may be changes.

Councilmember Bulman stated she would like more adult activities.

Mr. Luensmann stated there are adult sports programs, disc golf, pickleball courts for seniors, adults, and everyone, and Alamo City Sports contract for an adult volleyball league.

Councilmember Bulman got clarification that all programs mentioned were outdoor programs and asked that more indoor programs be created.

Councilmember Najarian asked to define wayfinding signs.

Mrs. Turner stated they are signs that indicate where things are in the City such as the library or golf course.

Councilmember Najarian supported this initiative.

I. Presentation of the City Staff/Meeting Schedule June 2023-January 2024.

Mrs. Turner explained that Staff had received the comment to get the agenda packet out earlier. She said that State law requires the agenda to be posted at a minimum of 72 hours before a meeting. She requested feedback on the agenda packet schedule.

Councilmember Bulman stated she would like to receive the agenda packet on Wednesday.

Councilmember Vaughan thanked Mrs. Turner and Staff for getting the packet out earlier. He opined that earlier was better.

Mrs. Turner shared there is a tradeoff of giving Staff less time to get the agenda packet out including giving less time for Boards and Commissions items to get on the Council agenda considering many of them meet on Mondays, Tuesdays, and Thursdays.

Councilmember Vaughan commented that he would be more concerned if Council met only once a month, but with meetings twice a month he is not as concerned about people missing deadlines and having to push the items to the next Council meeting.

Mayor Pro Tem Goolsby sympathized but worried about the effects of the policy and deadlines

limiting Staff. He asked when Staff would implement the policy.

Mrs. Turner responded that the agenda packet for this meeting was a test run of the schedule. She shared that the library scrambled to get all their items on the agenda on time.

Ms. Mueller spoke on behalf of the EDC stating that the EDC cannot fund projects that have already started, and that this policy would either delay or cause inability to fund projects. She said, in terms of City Clerk duties in putting out agendas, many items are delayed by normal business processes such as waiting on consultants and applicants.

Councilmember Fitzpatrick shared the concern about projects being delayed and this being an unfriendly policy for businesses. She asked when agendas used to go out on Fridays.

Mrs. Turner reiterated that agenda packets were sent out as soon as they were prepared. Friday at 5 P.M. was a hard deadline but the City always tried to get them out earlier. She also commented on waiting on different professionals in the project design process.

Councilmember Buck stated that he had asked the same question when he was first elected, and it was explained to him that often it is more beneficial to give Staff more time to finalize the agenda because it is difficult to amend the agenda after posting. He supported keeping the deadline on Friday.

Councilmember Bulman expressed concern that keeping the deadline on Friday at 5 P.M. is a detriment to residents because they do not have the time to thoroughly review the agenda packet to then make meetings with Staff to discuss the items on the agenda on either Monday or Tuesday. She said as a person elected to represent the residents, it would be better to have more days to be able to make those meetings to discuss items.

Mayor Pro Tem Goolsby said he had no issue with having to review the packet on Friday, Saturday, and Sunday to be able to effectively review it. He would not like to hinder business operations around the City for the sake of getting the packet out earlier.

Councilmember Vaughan commented that the agenda and agenda packet are different, and he would assume the City knows what will be on the agenda by Wednesday. He proposed only publishing the agenda itself on Wednesday and allowing the rest of the packet to be published by Friday. He also said items that did not get finished by Friday would just be scrapped as it is easier to remove an item from the agenda than it is to put it on the agenda.

Mrs. Turner stated professionally she would never give Council an unfinished agenda packet and that it would be twice the amount of work because it would cause rushing for both deadlines.

Councilmember Najarian reiterated Mayor Pro Tem Goolsby's concerns about hindering progress by getting the agenda out too early.

Mrs. Turner stated the agenda packets are large right now because the City is going through a development boom, but this will not always be the case.

Mayor Williams stated he would not like to confine the City to a hard deadline earlier than Friday at 5 P.M. He said the earlier the agenda packet is posted in its entirety, the better, but he did not want to make an earlier deadline the official policy.

Mrs. Turner stated the City would try and get Staff members to send out items earlier but

reminded Council that there are often others outside of the City to wait on.

9. CITY MANAGER COMMENTS:

Mrs. Turner listed upcoming events. She shared upcoming agenda items for the June 20th meeting as well as items for the July 12th budget workshop and July 18th Council meeting. She gave an update on the venue tax process, sharing the administrative transfer estimate to be \$150-200k, and stating work was being done to get specific answers to questions and requests from the prior Venue Tax presentation. She stated legal counsel would require more guidance for ballot language requests.

10. COUNCILMEMBER COMMENTS:

Councilmember Najarian commended Mr. Robbins for becoming an Eagle Scout.

Mayor Pro Tem Goolsby stated that as a former pack leader for Troop 712, he was very proud of Mr. Robbins for his accomplishments.

Councilmember Vaughan indicated he did not catch everything in Mrs. Turner's report and suggested an email update on Fridays for upcoming items and events.

Councilmember Fitzpatrick shared that Hero Camp had been going well and thanked Staff for their help. She shared specific times it would be occurring for the rest of the week and invited councilmembers to stop by.

11. MAYORAL COMMENTS:

Mayor Williams encouraged councilmembers to attend the Northeast Partnership meeting on Friday. He also shared that there had been phishing attempts via email and asked that councilmembers take the cybersecurity training sent to them monthly.

Mrs. Turner advised that the Social Security Administration does not email or call people and only contact people by mail.

12. ADJOURNMENT: Mayor Williams adjourned the meeting at 9:34 P.M.

APPROVED:

Attest:

John Williams, Mayor

Kristin Mueller, City Clerk