

**MINUTES**  
**CITY COUNCIL OF THE CITY OF UNIVERSAL CITY, TEXAS**  
Regular Meeting, Tuesday, 18 June 2024

**1. CALL ORDER:** Mayor Tom Maxwell 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 Tom Maxwell  
Mayor Pro Tem Christina Fitzpatrick  
Councilmember Ashton Bulman  
Councilmember Bear Goolsby  
Councilmember Lori Putt  
Councilmember Bernard Rubal  
Councilmember Phil Vaughan

**Staff Present:**

Kim Turner, City Manager  
Cynthia Trevino, City Attorney  
Michael Cassata, Development Services Director  
Randy Luensmann, Public Works Director  
Johnny Siemens, Police Chief  
Christina Blumenthal, Library Director  
Maribel Garcia, Deputy City Clerk

Ms. Garcia confirmed a quorum was present.

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

Councilmember Goolsby gave the invocation. Mayor Maxwell 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:** None.

**5. CITIZENS TO BE HEARD:**

- Jutta Haubrich, 118 Meadow Way, stated that her and her husband immigrated from Germany and that he had a fall that handicapped him. She had completed concrete work without knowing it required a permit, and removal and reconstruction with a permit would be costly. She wished to resolve this issue.

Mayor Maxwell noted the City was working with her to resolve the issue and come to an agreement.

- David Tidwell, 8259 Phoenix Ave., asked Council to consider his street, especially around hilly areas, for traffic safety. He noted an accident a neighbor had due to the traffic safety issues on that street.

**7. ANNOUNCEMENTS:**

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

Mrs. Turner reminded everyone of the Texas Parks and Wildlife presentation on urban deer management, taking place June 19, 2024 in the Council Chambers. She also mentioned a San Antonio Water System (SAWS) postcard that was sent out to Universal City residents; this post card did not apply to UC residents since SAWS does not provide utilities for UC. She reported that City Council may not need to meet on July 2<sup>nd</sup> if there are insufficient items for consideration.

**b. MAYORS' ANNOUNCEMENTS:**

Mayor Maxwell stated that Randolph AFB would have a change of command in July. He warned everyone of the heavy rain in the following days.

**c. COUNCILMEMBERS' ANNOUNCEMENTS:**

Councilmember Goolsby presented differences in appearance between ladybugs and ladybug larva.

Councilmember Bulman noted both the Texas Parks and Wildlife presentation mentioned by Mrs. Turner and the upcoming board and commission appointments.

Councilmember Putt asked everyone to visit and pray for retired Lt. David Kinney of the UCPD, as he was overcoming some health issues.

Councilmember Fitzpatrick reported that Hero Camp was successful and would be rebranded in the future to appeal to older children. However, she noted the positive interactions between the UCPD and children who participated in the program, as well as the positive effect on perception of first responders. She said the UCCPAAA would open sales for their annual Casino Night fundraiser soon.

Councilmember Rubal seconded laudations of Hero Camp, stating he learned something in 15 minutes of being there. He asked for clarification for consent items and voting procedures.

**7. CONSENT AGENDA:**

Councilmember Goolsby moved to approve the following Consent Agenda items:

- 1) Consider the minutes of the Tuesday, 04 June 2024 Regular Meeting.

Councilmember Vaughan seconded the motion.

**Vote: Yeas: Goolsby, Vaughan, Fitzpatrick, Bulman, Putt, Rubal  
Nays: None**

**Motion to approve carried.**

**8. ACTION ITEMS:**

**B. Bid Acceptance of the Kitty Hawk Emergency Access Service Road and Parking Lot.**

Councilmember Rubal received clarification from Staff regarding the CIP source of funding carried over from two budget cycles, providing access to Cibolo Crossing Subdivision which was rejected by developers other than for emergency services, and providing a substation in the Aviation District, which is not necessary at this point though need for EMS services is anticipated to increase as development increases. A substation location would be assessed as need increases. Water access for the area was also clarified to be provided by the City.

It was clarified for Council that this project would provide an emergency exit rather than a new public-access entrance. Furthermore, it would decrease EMS response times and increase access to Orchard Park. The emergency service road would provide Orchard Park with services guaranteed through their service agreement.

Councilmember Vaughan stated the City should be leveraging their mutual aid agreements instead of spending money on this project.

Mayor Pro Tem Fitzpatrick supported the project considering growing development in that area.

Councilmember Goolsby moved to award the contract to D&D Contractors approving the low base bid in the amount of \$2,004,353.12 to include Additive Alternate Bid #1 in the amount of \$93,724.33 totaling \$2,098,077.45. Councilmember Putt seconded the motion.

**Vote: Yeas: Goolsby, Putt, Fitzpatrick, Bulman, Rubal  
Nays: Vaughan**

**Motion to approve carried.**

- C. Ordinance 370-P-2024: An ordinance amending Ordinance 370-P-2022, Section 4-6-2 related to International Building Code Exceptions and Amendments, and Section 4-6-9 related to International Residential Code Exceptions and Amendments, codified under the City's Code of Ordinances, Part IV, Chapter 4-6, Articles I; establishing penalties thereto; providing for severability and open meetings; and providing an effective date.**

Mrs. Turner reminded Council of their request to amend the Code of Ordinances to repeal the permit requirement for accessory structures at and below 200 square feet in accordance with direction to follow the recommendations of the International Code Council (ICC).

Councilmember Rubal was concerned with issues that could occur with 200 square foot buildings being large.

Councilmember Putt shared her initial concerns but felt they were resolved after discussion.

Mayor Pro Tem Fitzpatrick felt permits should be considered holistically for their impact. She supported requiring permits to potentially save homeowners upfront rather than dealing with code compliance cases that could have costly resolutions.

Councilmember Goolsby received clarification that permits would not be available for those that wished to have an inspection due to the increased liability that is put on the City.

Mr. Cassata and Mrs. Turner elaborated stating that a resident may retract their application for a permit after failing the inspection required with the permit and go ahead with the work, nonetheless. This leaves the City with liability issues. Since the permit would no longer be required, they would be able to retract the permit and go forth with work, pending a potential code compliance case. Mrs. Turner reminded Council that accessory structures were not only sheds but also decks, pergolas, gazebos, etc.

Councilmember Vaughan reminded Council that the ICC recommended no permit requirements for accessory structures at and under 200 square feet. He felt that, if a resident reached out to Staff for assistance prior to building their structure, Staff would only need to give them a list of code requirements. From there, whatever code compliance violations are caught would be enforced. He stated most cities in the surrounding area follow this.

Councilmember Vaughan moved to approve Ordinance 370-P-2024. Councilmember Goolsby

seconded the motion.

**Vote: Yeas: Vaughan, Goolsby, Bulman, Putt, Rubal  
Nays: Fitzpatrick**

**Motion to approve carried.**

- D. Ordinance 581-X-PUD-2023-101-A: An ordinance of the City Council of City of Universal City, Texas approving an extension of Ordinance No. 581-X-PUD-2023-101, amending the Zoning Map of the City of Universal City, Texas for an approximately 13.968-acre property, located at 2902 Pat Booker Road, Universal City, Texas; rezoning said property from C3-Commercial Services District to PUD 2023-101 District, generally for multi-family residential and related uses; adopting the PUD Final Plan related to PUD 2023-101; providing for severability; providing for the publication of the caption of this ordinance; and establishing an effective date.**

Mrs. Turner reminded Council that all PUD ordinances allow a 12-month extension to complete work included in the development agreement. The request is to use that 12-month extension.

Councilmember Rubal noted the frequency of PUD developers using this extension and opined that the City was losing revenue with this extension. He said the consideration of an extension could be an opportunity to reconsider the PUD. He wondered how to keep developers within the timeline without the extension and felt the City should hold developers to their timeline.

Councilmember Vaughan moved to approve Ordinance 581-X-PUD-2023-101-A. Councilmember Goolsby seconded the motion.

**Vote: Yeas: Vaughan, Goolsby, Fitzpatrick, Bulman, Putt, Rubal  
Nays: None**

**Motion to approve carried.**

- E. PUBLIC MEETING REQUIREMENT: P.C. 501.A – Final Acceptance request RE: Cibolo Crossing Unit 1 Subdivision.**

Mrs. Turner explained that with each subdivision there is a preliminary and final acceptance of their utilities and infrastructure after one year and two years of installation, respectively. These acceptances are based on inspections conducted by City Staff, and City and Developer Engineers. Preliminary acceptance for Phase Two would be considered in the next item while final acceptance for Phase One is considered in this item. Final acceptance meant all streets are now public and utilities would be taken over by the City for that part of the subdivision.

Councilmember Vaughan moved to approve final acceptance of Phase 1 of the Cibolo Crossing Subdivision. Councilmember Bulman seconded the motion.

**Vote: Yeas: Vaughan, Bulman, Fitzpatrick, Goolsby, Putt, Rubal  
Nays: None**

**Motion to approve carried.**

**F. PUBLIC MEETING REQUIREMENT: P.C. 575 – Preliminary Acceptance request RE: Cibolo Crossing Unit 2 Subdivision.**

Councilmember Goolsby moved to approve preliminary acceptance of Phase 2 of the Cibolo Crossing subdivision. Councilmember Bulman seconded the motion.

**Vote: Yeas: Goolsby, Putt, Fitzpatrick, Bulman, Rubal, Vaughan  
Nays: None**

**Motion to approve carried.**

**G. Resolution 889-J-2024: A resolution amending the Library Collection Development Policy and Exhibit E for said policy for the Municipal Library of the City of Universal City; establishing legislative findings; providing an amendment and adoption; and setting an effective date.**

Mrs. Turner said, considering recent events regarding book removals from public libraries across the country, the UC Library revisited their policies to streamline the process of requesting a book to be removed. The Library Advisory Commission (LAC) and Library staff considered and developed the policy. The Library staff and members of the LAC were present.

Councilmember Bulman moved to approve Resolution 889-J-2024. Councilmember Putt seconded the motion.

**Vote: Yeas: Bulman, Putt, Fitzpatrick, Goolsby, Rubal, Vaughan  
Nays: None**

**Motion to approve carried.**

**H. Resolution 943-E-2024: Approving an application for a Motor Vehicle Crime Prevention Authority Grant – Senate Bill 224 Catalytic Converter Theft Grant.**

Mrs. Turner explained that this resolution approved the application for a grant for the Police Department (PD) for a crime prevention program.

Councilmember Vaughan expressed concern regarding data privacy with Flock Safety if the contract was awarded after the grant. He wanted steps to ensure data security and asked that the item be approved pending the grant award with contract consideration for privacy controls.

Chief Siemens assured Council of data security and positive results using Flock Safety license plate readers. He noted all data would be owned by the City and unavailable to outside agencies. Furthermore, privacy policies and the contract would be reviewed by Council with recommendations from the Texas Police Chiefs Association. He explained that this system is not as invasive as other systems and does not dive into data linked to license plate numbers; it only searches for photographic matches. Chief Siemens discussed the implementation plan and contract processes are amendable and flexible. Cost savings may also occur with the plan if cameras are deemed unnecessary. The additional cost after the City eventually funds the system without the grant was discussed and traditional budget processes would be considered. Chief Siemens felt that increased cost would be to the improved quality of life of residents. The utility of this system was discussed in relation to amber alerts and other applied uses.

Councilmember Goolsby moved to approve Resolution 943-E-2024. Councilmember Putt seconded the motion.

**Vote: Yeas: Goolsby, Putt, Fitzpatrick, Bulman, Rubal, Vaughan**  
**Nays: None**

**Motion to approve carried.**

**N.T. 1. Establishment of a Neighborhood Traffic Committee which would report its findings with recommendations for improving traffic safety to the Council semi-annually; particularly regarding neighborhood speed, school zone safety, road safety conditions adjacent to City parks and recreation areas, and identifying “limited-sight” safety issues.**

Councilmember Rubal explained that this item was an effort to improve traffic safety. He gave examples of structures for the committee, including one that included Staff and another that primarily included citizen input. He noted from the PD monthly report that 68% of accidents reported in Universal City are within neighborhoods and 64% are off Kitty Hawk and Pat Booker. He proposed reaching out to homeowners’ associations for participation in the committee. He added that the committee would review statistics and work to get citizen buy-in for traffic safety improvements; 80% community buy-in is the goal prior to new traffic safety upgrades.

After Councilmember Vaughan asked for clarification on legal options for the committee, Mrs. Turner shared that the program Councilmember Rubal referred to was Safe Streets for All, which had already been started by the City.

Mrs. Turner gave an overview of the Safe Streets for All (SS4A) program – a federal traffic safety program that covers City streets. She noted a committee and stakeholder input are major parts of this plan. The committee would include Staff due to traffic safety considerations inherent to City functions. There would also be considerations for Americans with Disabilities Act (ADA) regulations. Mrs. Turner reported that the City is in Phase One and Two of this program with creating an ADA compliance plan and receiving grant funding from Congressman Cuellar’s office to address all City streets through the SS4A program. She reviewed the timeline of the SS4A program and concluded that the last step would be establishing an advisory committee. This would help with continued stakeholder input, though the input would be present throughout the process. In the meantime, while the program is underway, the City tracks traffic safety issues through enforcement with PD, reports from residents through phone calls and/or the online Fix It Form and conducting traffic studies with the PD-owned speed radar.

Chief Siemens reported that traffic studies done in the last two years resulted in no excessive speeding being found within the standards defined by TXDOT of “excessive speeding.”

Councilmember Bulman received confirmation that the Fix It Form is the best way to report traffic safety issues due to easier tracking and providing call-back information for the PD.

Mrs. Turner noted that, while it would be most helpful for speeding reports to provide car specifics, many do not because reporters want to avoid telling on neighbors.

Councilmember Goolsby confirmed that traffic safety issues include lack of reporting by residents. Chief Siemens assured him that, while speeding studies do not reach the TXDOT “excessive speeding” standard, all speeding complaints are addressed. Mrs. Turner clarified for

the Councilmember that all City streets would be addressed for safety concerns in phase two.

Mrs. Turner shared current traffic safety mitigation efforts by the City. After Mr. Luensmann provided elaboration for lighted speed signs, Mrs. Turner noted that these make more sense for high traffic arterial streets, especially since the light may be disruptive to residents.

It was reiterated for Councilmember Vaughan that all reports receive responses. All speeding complaints receive an initial confirmation of receipt and a follow-up report of action taken.

Chief Siemens opined that, while a committee is useful and necessary, traffic complaints would be better addressed through direct reporting to PD for quicker resolution.

Councilmember Vaughan asked PD to post traffic study results, and that the City create an education campaign to explain the efficacy or inefficiency of traffic mitigation solutions. He wished to let the SS4A process proceed while receiving quarterly traffic reports from PD.

Mayor Pro Tem Fitzpatrick felt a social media or general outreach campaign for traffic issues, how to report them to PD and how they are addressed would be helpful.

Councilmember Rubal opined that citizen input was missing from traffic mitigation processes. He reiterated the percentage of accidents in UC neighborhoods – an issue he felt needed addressing. After receiving clarification regarding plausible causes for accidents outside of traffic safety, he said PD needed specific data to determine how prevalence of traffic safety accidents. He felt online methods of reporting traffic concerns were not adequate and were underutilized. He noted the SS4A multi-year process would not have citizen input for years.

Chief Siemens agreed with an education campaign for how to make traffic safety reports and noted that not knowing how to voice a concern would breed frustration. He also said that most speed related accidents are on main thoroughfares. He clarified that he was not against a committee and conversely felt a committee would be favorable.

Councilmember Rubal closed by emphasizing that residents know their neighborhoods best.

**9. ADJOURNMENT:** Mayor Maxwell adjourned the meeting at 8:02 P.M.

**APPROVED:**

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Tom Maxwell, Mayor

**ATTEST:**

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Maribel Garcia, Deputy City Clerk