

**MINUTES**  
**CITY COUNCIL OF THE CITY OF UNIVERSAL CITY, TEXAS**  
Regular Meeting, Tuesday, April 2, 2019

1. CALL TO ORDER: Mayor John Williams at 6:30 p.m.
2. QUORUM CHECK: Kristin Mueller, City Clerk

**Present:**

Mayor John Williams  
Mayor Pro Tern Richard Neville  
Councilmember Bear Goolsby  
Councilmember Tom Maxwell  
Councilmember Paul Najarian  
Councilmember William Shelby  
Councilmember Beverly Volle

**Present:**

Ken Taylor, City Manager  
Kim Turner, Assistant City Manager  
Habib Erkan, City Attorney  
Manuel Casarez, Fire Chief  
Pat Collins, Finance Director  
Susan Ennis, Library Director  
Randy Luensmann, Public Works Director  
Kristin Mueller, City Clerk

Mayor Williams noted a quorum was present.

3. INVOCATION: Assistant City Manager Kim Turner gave the invocation.
4. PLEDGE OF ALLEGIANCE TO THE U.S. AND TEXAS FLAG: Led by Mayor Williams.
5. VOTE TO CONSIDER THE EXCUSE OF ABSENT MAYOR/COUNCILMEMBERS:

All members were present; no action was necessary.

6. AWARDS/PROCLAMATION/INTRODUCTION OF GUESTS:

Councilmembers proclaimed April 2019 as “*The Month of the Military Child*” in Universal City and Mayor Williams presented Dee Thomas with SCUCISD and Jenny Forbes from Military Child Education Coalition with the proclamation. In addition, there were several military children from SCUCISD that spoke about how being a military child has affected their life.

Mayor Williams recognized the Universal City Water Department for winning the Texas Water Utilities Association’s Best Tasting Water Award. Utilities Superintendent Blake Partridge will participate in the statewide competition later this week. If Universal City wins that competition, they will advance to the national competition.

7. MINUTES OF PREVIOUS MEETING:

Mayor Pro Tern Neville moved to approve the minutes of the Tuesday, March 19, 2019 City Council Regular Meeting. Councilmember Maxwell seconded the motion.

**Vote: Yeas: Neville, Maxwell, Goolsby, Najarian, Shelby, Volle**  
**Nays: None**

**Motion to approve carried.**

8. CITIZENS TO BE HEARD: None.

9. NEW BUSINESS:

**A. Consider approval to terminate the financial advisory contract with Frost Bank.**

City Manager Ken Taylor explained that Victor Quiroga of Frost Bank has been the City's financial advisor for many years. He has recently moved his employment to Specialized Public Finance Inc. Mr. Taylor believes that Victor has served the City well and recommended that he be retained as the City's financial advisor through his employment with Specialized Public Finance Inc.

Councilmember Maxwell moved to terminate the financial advisory contract with Frost Bank. Councilmember Goolsby seconded the motion.

**Vote: Yeas: Maxwell, Goolsby, Neville, Najarian, Shelby, Volle  
Nays: None**

**Motion to approve carried.**

**B. Consider approval to engage Specialized Public Finance Inc. (SPFI) as the City's Financial Advisor.**

Victor Quiroga, Managing Director of Specialized Public Finance Inc., gave a brief history of SPFI and an overview of the services his firm would offer to Universal City.

Councilmember Goolsby moved to engage Specialized Public Finance as the City's financial advisor. Councilmember Najarian seconded the motion.

**Vote: Yeas: Goolsby, Najarian, Neville, Maxwell, Shelby, Volle  
Nays: None**

**Motion to approve carried.**

**B. Consider the Financial Audit Report for Fiscal Year 2018.**

Michael Del Toro, with Alonzo, Bacarisse, Irvine, and Palmer (ABIP), presented the financial audit for the last fiscal year ended September 30, 2018 and answered any questions accordingly.

Mayor Pro Tem Neville moved to approve the Financial Audit Report for Fiscal Year 2018. Councilmember Volle seconded the motion.

**Vote: Yeas: Neville, Volle, Goolsby, Maxwell, Najarian, Shelby  
Nays: None**

**Motion to approve carried.**

**D. Consider the approval of the updated Personnel Policies and Procedures Manual.**

Mr. Turner explained that the City's Personnel Policies and Procedures Manual was last been updated in 2013 and needed to be updated. Leigh Tollison, HR/Finance Clerk, worked diligently

to make the updates required by changes in the law since the last update. In addition to those changes, the rate at sick and vacation leave are paid out to employees retiring from the City was updated as well as a “sick leave pool” created to give employees an option to pool sick leave.

Councilmember Maxwell stated that he has worked with several agencies to update their personnel policies and the Universal City policy is the most well-written and comprehensive policy he has seen.

Councilmember Maxwell moved to approve the Personnel Policies and Procedures Manual. Councilmember Najarian seconded the motion.

**Vote: Yeas: Maxwell, Najarian, Neville, Goolsby, Shelby, Volle  
Nays: None**

**Motion to approve carried.**

10. OLD BUSINESS: None.

11. CITY MANAGER COMMENTS:

Mr. Taylor reminded City Council that the Spring Clean Up starts Friday, April 5<sup>th</sup>. The event allows for Universal City residents to take their unwanted item to the Public Works yard for disposal. All that is needed is proof of residency.

12. COUNCILMEMBER COMMENTS:

Councilmember Maxwell stated that this meeting was the next to last meeting for City Manager Ken Taylor before he retires.

Councilmember Volle declared that she has enjoyed the recent grand openings and ribbon cuttings of new business in Universal City and hopes the events keep coming.

Councilmember Goolsby recognized the Veteran Memorial High School’s Theater Club. They have competed 3 times and have advanced each time. They are the last school in Judson ISD to compete in the UIL One Act Play. They are moving to the Area competition this weekend.

Mayor Pro Tem Neville mentioned that his military children attended 4 different schools before graduating at Randolph High School. Also, he thanked the Universal City Police Department for resolving an issue that he and his neighbor had earlier in the week. In addition, he commented that he has really enjoyed participating in the Citizens Police Academy.

Councilmember Najarian congratulated the Water Department in winning the Best Tasting Water Award.

Councilmember Shelby thanked the Universal City Fire Department for spending last Friday at Olympia Hills Elementary for their Spring Fling event.

13. MAYORAL COMMENTS:

Mayor Williams:

1. Proclaimed that there are several bills moving at the legislators and he is not sure what will come of the revenue cap. Currently, it is looking like a 2.5% revenue cap for cities that gross more than \$15,000,000 in tax revenue.
2. Stated that there is a strong lobby for changing the legal smoking age to 21 in Texas and is hopefully that the legislation will pass at the state level;
3. Announced that there will be a small reception after the next City Council meeting to honor Mr. Taylor's retirement; and
4. Thanked the Public Works Department for their hard work getting the baseball fields ready for Tri-City Baseball's Opening Day.

14. ADJOURNMENT: Mayor Williams adjourned the meeting at 7:20 p.m.

ATTEST:

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John Williams, Mayor

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Kristin Mueller, City Clerk