



**MEETING AGENDA**  
**City Council**  
**REGULAR SESSION CITY COUNCIL**  
**March 1, 2022**

**HAL BALDWIN MUNICIPAL COMPLEX COUNCIL CHAMBERS**  
**1400 SCHERTZ PARKWAY BUILDING #4**  
**SCHERTZ, TEXAS 78154**

**CITY OF SCHERTZ CORE VALUES**

**Do the right thing**

**Do the best you can**

**Treat others the way you want to be treated**

**Work cooperatively as a team**

**AGENDA**

**TUESDAY, MARCH 1, 2022 at 6:00 p.m.**

**City Council will hold its regularly scheduled meeting at 6:00 p.m., Tuesday, March 1, 2022, at the City Council Chambers. In lieu of attending the meeting in person, residents will have the opportunity to watch the meeting via live stream on the City's YouTube Channel.**

**Call to Order**

**Opening Prayer and Pledges of Allegiance to the Flags of the United States and State of Texas.**  
**(Councilmember Davis)**

**Presentations**

- Proclamation recognizing National Procurement Month (Mayor/J. Golke)
- Proclamation recognizing National Employee Appreciation Day (Mayor/All Employees)
- Presentation-Guadalupe Regional Medical Center - Prescription Assistance Report.  
(Mayor/Council/Isaac Ishak)

**Employee Recognition**

- Facilities: Jeremiah Yandell - Plumber
- Parks: Ian King - Parks Maintenance Technician
- Police Department: Crystal Burdick, Beatrice Montoya, Lillian Rodriguez - Police Communication Officers
- Utility Billing: Caitlyn Calhoun, Nicole Gray, Lynda Young - Utility Billing Clerks

## City Events and Announcements

- Announcements of upcoming City Events (B. James/C. Kelm/S. Gonzalez)
- Announcements and recognitions by the City Manager (M. Browne)
- Announcements and recognitions by the Mayor (R. Gutierrez)

## Hearing of Residents

*This time is set aside for any person who wishes to address the City Council. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes.*

***All remarks shall be addressed to the Council as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Council may be requested to leave the meeting.***

*Discussion by the Council of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Hearing of Residents portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*

## Consent Agenda Items

The Consent Agenda is considered self-explanatory and will be enacted by the Council with one motion. There will be no separate discussion of these items unless they are removed from the Consent Agenda upon the request of the Mayor or a Councilmember.

1. **Minutes** – Consideration and/or action regarding the approval of the minutes of the Special Council meeting of February 15, 2022, and the minutes of the Regular Council meeting of February 22, 2022. (B. Dennis)
2. **Ordinance No. 22-T-05** - Consideration and/or action approving an Ordinance by the City Council of the City of Schertz, Texas authorizing an adjustment to the Fiscal Year 2021-2022 Budget to construct a splashpad at Wendy Swan Memorial Park, repealing all ordinances or parts of ordinances in conflict with this ordinance; and providing an effective date. ***Final Reading*** (B. James/L. Shrum)
3. **Resolution No. 22-R-01** - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas authorizing the permanent closure of Wendy Swan Memorial Park Pool, and its conversion to a splashpad feature, and awarding the contract for construction to T.F. Harper & Associates, L.P. in an amount not to exceed \$297,350.09. (B. James/L. Shrum)

4. **Resolution 22-R-25-** Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas authorizing an Inter-Local Governmental Agreement between the County Of Guadalupe, Texas and City of Schertz, Texas for the reconstruction of Eckhardt Road/Green Valley Road, and other matters in connection herewith. (C. Kelm/S. Williams/D. Letbetter)
5. **Resignations and Appointments to Boards/Commissions/Committees** - Consideration and/or action regarding resignations and appointments to various Boards/Commissions/Committees. (Council/B. Dennis)
  - Resignation of Mr. Jesse Gonzales - Planning & Zoning Commission
  - Appointment of Mr. Roderick Hector to the Regular Position on Planning & Zoning Commission, previously held by Commissioner Earl Platt

### Discussion and Action Items

6. **Resolution No. 22-R-27** - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas authorizing the allocation of the American Rescue Plan Act of 2021 (ARPA) funds for the Schertz Small Business Grant Program. (M. Browne)
7. **Ordinance No. 22-T-09** - Consideration and/or action approving an Ordinance by the City Council of the City of Schertz, Texas, authorizing an adjustment to the Fiscal Year 2021-2022 Budget to provide funding for the Civic Center HVAC Replacement Project, repealing all ordinances or parts of ordinances in conflict with this ordinance; and providing an effective date. (*First Reading*) (C. Kelm/S. Williams/S. McClelland)
8. **Ordinance No. 22-T-10** - Consideration and/or action approving an Ordinance by the City Council of the City of Schertz, Texas, authorizing an adjustment to the Fiscal Year 2021-2022 Budget, of \$570,000, to provide funding for the purchase of property currently owned by Guadalupe Basin River Authority (GBRA), repealing all ordinances or parts of ordinances in conflict with this ordinance; and providing an effective date. (*First Reading*) (C. Kelm/S. Williams)

### Workshop

9. **City Council Liaison Appointments** - Discussion and possible action regarding various City Council Liaison Appointments. (Mayor/Council/B. Dennis)

### Roll Call Vote Confirmation

### Requests and Announcements

- Announcements by the City Manager.
- Requests by Mayor and Councilmembers for updates or information from staff.
- Requests by Mayor and Councilmembers that items or presentations be placed on a future City Council agenda.

- Announcements by Mayor and Councilmembers
  - City and community events attended and to be attended
  - City Council Committee and Liaison Assignments (see assignments below)
  - Continuing education events attended and to be attended
  - Recognition of actions by City employees
  - Recognition of actions by community volunteers

## Adjournment

### CERTIFICATION

I, SHEILA EDMONDSON, DEPUTY CITY SECRETARY OF THE CITY OF SCHERTZ, TEXAS, DO HEREBY CERTIFY THAT THE ABOVE AGENDA WAS PREPARED AND POSTED ON THE OFFICIAL BULLETIN BOARDS ON THIS THE 25th DAY OF FEBRUARY 2022 AT 2:45 P.M., WHICH IS A PLACE READILY ACCESSIBLE TO THE PUBLIC AT ALL TIMES AND THAT SAID NOTICE WAS POSTED IN ACCORDANCE WITH CHAPTER 551, TEXAS GOVERNMENT CODE.

SHEILA EDMONDSON

**I CERTIFY THAT THE ATTACHED NOTICE AND AGENDA OF ITEMS TO BE CONSIDERED BY THE CITY COUNCIL WAS REMOVED BY ME FROM THE OFFICIAL BULLETIN BOARD ON \_\_\_\_ DAY OF \_\_\_\_\_, 2022. TITLE: \_\_\_\_\_**

*This facility is accessible in accordance with the Americans with Disabilities Act. Handicapped parking spaces are available. If you require special assistance or have a request for sign interpretative services or other services, please call 210-619-1030.*

**The City Council for the City of Schertz reserves the right to adjourn into closed session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by the Texas Open Meetings Act.**

**Closed Sessions Authorized:** This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Closed Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

### COUNCIL COMMITTEE AND LIAISON ASSIGNMENTS

<b>Mayor Gutierrez</b> Audit Committee Investment Advisory Committee Main Street Committee	<b>Councilmember Scagliola – Place 5</b> Cibolo Valley Local Government Corporation - Alternate Hal Baldwin Scholarship Committee Interview Committee for Boards and Commissions - Alternate Schertz-Seguin Local Government Corporation
<b>Councilmember Davis– Place 1</b> Interview Committee for Boards and Commissions Main Street Committee - Chair Schertz Housing Authority Board TIRZ II Board	<b>Councilmember Scott – Place 2</b> Interview Committee for Boards and Commissions Schertz Animal Services Advisory Commission

<b>Councilmember Whittaker – Place 3</b> Audit Committee TIRZ II Board	<b>Councilmember Dahle – Place 4</b> Cibolo Valley Local Government Corporation Interview Committee for Boards and Commissions TIRZ II Board
<b>Councilmember Heyward – Place 6</b> Animal Advisory Commission Audit Committee Investment Advisory Committee Main Street Committee	<b>Councilmember Brown – Place 7</b> Main Street Committee Schertz-Seguin Local Government Corporation - Alternate

**CITY COUNCIL MEMORANDUM**

**City Council Meeting:** March 1, 2022  
**Department:** City Secretary  
**Subject:** • **Presentation-Guadalupe Regional Medical Center - Prescription Assistance Report. (Mayor/Council/Isaac Ishak)**

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**BACKGROUND**

On March 5, 2013, City Council approved an Interlocal Agreement with Guadalupe Regional Medical Center (the Hospital) relating to a prescription access program. This program offers assistance to qualified citizens of the city that enables them to purchase prescription medication at a significantly reduced price. The provision of a prescription assistance program is a public purpose and preserves and protects these qualified citizens' health and safety.

The Hospital will provide prescription medications free of charge or at a low cost to citizens who qualify for assistance under the guidelines established by each drug manufacturer and as described to the City by the Hospital. The Hospital will comply with all federal, state, county, and City laws, rules, ordinances, and regulations which may affect the agreement.

A written report will be provided by the Hospital to the City Council of the City on or about March 1 and September 1 of each year. This report will document that the payments made by the City have primarily benefited citizens of the City and will include such information as total number of resident patients served, number of prescriptions filled, retail dollar value of prescriptions, and sources of program funds.

**GOAL**

Continue to support the Prescription Assistance Program with Guadalupe Regional Medical Center.

**COMMUNITY BENEFIT**

The Hospital will provide prescription medications free of charge or at a low cost to citizens who qualify for assistance under the guidelines established by each drug manufacturer and as described to the City by the Hospital.

**SUMMARY OF RECOMMENDED ACTION**

Council to accept the Report Information.

**FISCAL IMPACT**

The fiscal impact to the City is \$5,000 annually. This is a budgeted item. The City's contribution helps pay for the cost of administering the program.

**RECOMMENDATION**

Council to accept the Report Information.

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## Attachments

Report

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**Exhibit A**  
**Report Information**  
**Guadalupe Regional Medical Center**  
**Prescription Assistance Program for Schertz Enrollees**

**March 1, 2021 thru August 31, 2021**

## **BENEFIT**

Total number of patients served by the program	<b>867</b>
Total number of Schertz residents served by the program	<b>21</b>
Total number of prescriptions provided by the program	<b>17717</b>
Retail dollar value of prescriptions provided by the PAP	<b>\$ 5,232,202.00</b>
Retail dollar value of prescriptions provided to Schertz residents by PAP	<b>\$ 143,821.00</b>
Number of prescriptions per Schertz patient per month	<b>3.8</b>
Average prescription retail price (3 month supply) per Schertz patient	<b>\$ 885.00</b>
Average annual retail prescription benefit per Schertz patient	<b>\$ 13,452.00</b>

### **SOURCES OF PROGRAM FUNDS (ANNUAL)**

Schertz contribution to the program	<b>\$ 5,000.00</b>
Seguin contribution to the program	<b>\$ 5,000.00</b>
Contributions to program by individuals	<b>\$ 7,305.00</b>
Payments by patients (\$15.00/month/patient)	<b>\$ 97,445.00</b>
Grants received for the program (United Way)	<b>\$ -</b>

<b>TOTAL REVENUE</b>	<b>\$ 114,750.00</b>
<b>TOTAL EXPENSES</b>	<b>\$ 354,590.00</b>
<b>TOTAL NET</b>	<b>\$ (239,840.00)</b>

**CITY COUNCIL MEMORANDUM**

**City Council Meeting:** March 1, 2022  
**Department:** City Secretary  
**Subject:** Minutes – Consideration and/or action regarding the approval of the minutes of the Special Council meeting of February 15, 2022, and the minutes of the Regular Council meeting of February 22, 2022. (B. Dennis)

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**BACKGROUND**

The City Council held a Special City Council meeting on February 15, 2022, and a Regular City Council meeting on February 22, 2022.

**RECOMMENDATION**

Recommend Approval.

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**Attachments**

02-15-2022 Minutes  
2-22-2022 Draft minutes

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MINUTES  
SPECIAL TOWN HALL MEETING  
February 15, 2022

A Special Town Hall Meeting was held by the Schertz City Council of the City of Schertz, Texas, on February 15, 2022, at 6:00 p.m. in the Cafeteria at St. John Paul II Catholic High School, 6720 FM 482, New Braunfels, Texas. The following members present to-wit:

Present: Mayor Ralph Gutierrez; Mayor Pro-tem David Scagliola; Councilmember Jill Whittaker; Councilmember Michael Dahle; Councilmember Allison Heyward; Councilmember Tim Brown

Absent: Councilmember Mark Davis; Councilmember Rosemary Scott

City     City Manager Dr. Mark Browne; Assistant City Manager Brian James; Assistant City Manager Charles Kelm; City Attorney Megan  
Staff:   Santee; City Secretary Brenda Dennis; Assistant to the City Manager Sarah Gonzalez; Public Works Director Suzanne Williams;  
           Assistant Public Works Director Scott McClelland; City Engineer Kathy Woodlee; Engineer John Nowak; Parks Administrative  
           Assistant Analyse Miranda; Interim Police Chief Marc Bane; Neighborhood Services Manager Rebecca Vera; Human Resources &  
           Purchasing Director Jessica Kurz; Planning & Community Development Director Lesa Wood; Senior Planner Emily Delgado; IT  
           Director Myles Clauser; Marketing & Recruitment Manager Casey Moeller; EMS Director Jason Mabbitt; Court Administrator  
           Patty Casas; Library Director Melissa Uhlhorn; IT Support Specialist Bryan Jackson; Sr. Systems Administrator Jack Bluebird; Fire  
           Chief Kade Long; Police Department Chris Hernandez; Auxiliary Services Division Officer Eddie Gonzales; Police Department  
           Support Services Anna Kraft; Public Affairs Director Linda Klepper; Finance Director James Walters; Utility Billing Manager  
           Dawniecia Hardin-Trussell

**Meet and Greet (6:00 p.m. to 6:30 p.m.)**

- Citizens meet and greet with various City Departments.

**Call to Order**

Mayor Gutierrez called the special meeting to order at 6:30 p.m., and recognized members of Council present.

**Welcome and Introduction**

Mayor Ralph Gutierrez recognized City Manager Dr. Mark Browne who welcomed everyone.

**Presentations regarding the specific topics:**

- Road Infrastructure CIP Update (K. Woodlee/J. Nowak)

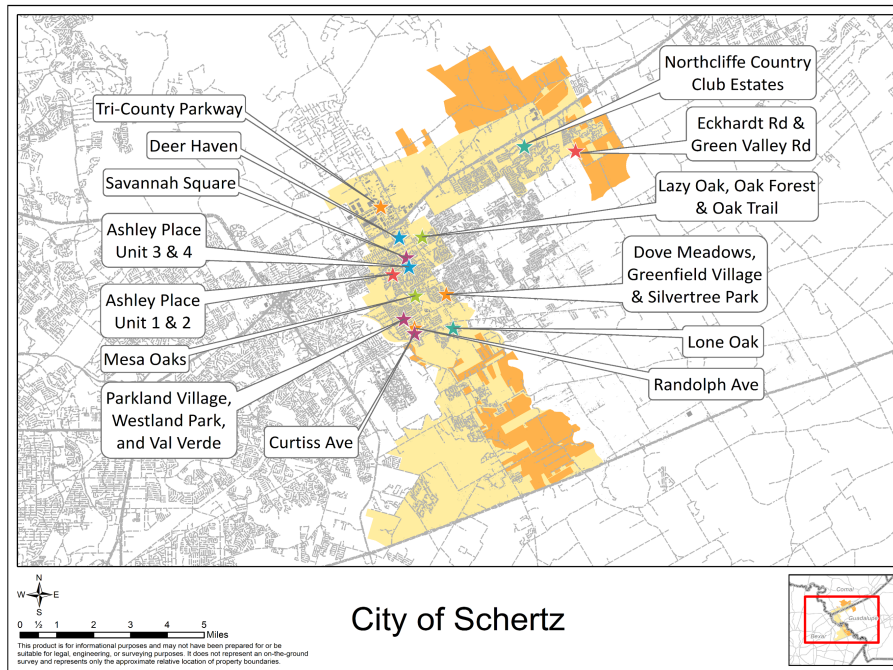
City Manager Dr. Browne introduced City Engineer Kathy Woodlee and Engineer John Nowak who provided information regarding the following:

- TxDOT and Local Street Project updates:

*Completed or Nearly Completed Projects:*

- Schertz Parkway concrete pavement repairs and surface grinding complete
- Elbel – drainage and pavement improvements complete, traffic signal at Westchester yet to be done
- Live Oak – curb, gutter, and sidewalks complete, resurfacing this Spring
- The Estates at Wilson's Preserve – slurry seal complete

*Ongoing Projects:*



- Most of these streets will be slurry sealed; Prep work underway, slurry seal in Spring
- Fog Seal to be applied to previously chip sealed areas
- Eckhardt & Green Valley – partnership with Guadalupe County; stabilization and resurfacing in Spring
- Tri-County Parkway from Corridor Parkway to FM 3009 – project headed to construction

#### TxDOT Facility Improvements in Schertz

FM 1103 Bridge over IH 35

IH 35 Operational Improvements FM 2252 to Schwab

I 35 NEX (Northeast Expansion)

FM 1103 IH13 to Wiederstein/Chelsea

FM 3009 - FM 78 Intersection Improvements (Feasibility study)

FM 1518 FM 78 to IH 10

IH 10 Graytown to Bexar-Guadalupe Line

#### IH 35 Operational Improvements:

FM 2252 to Schwab Road

- Ramp Revisions (reversals)
- Intersection Improvements
- Frontage Road Operational Improvements
- VIA park & ride

Paving to resume in April, Completion expected in late Spring 2022

#### FM 1103 Improvements



Existing FM 1103 Section includes:

- Two 11 foot travel lanes (one in each direction)
- The outside shoulders vary in width
- Left turn lanes a new developments
- Open ditches for the drainage

Proposed FM 1103 Typical Section includes:

- Four 11 foot travel lanes (two in each direction)
- Raised medians and left turn lanes
- Two 5 foot bike lanes (one in each direction)
- Adding curbs and 6 foot sidewalk along both sides of FM 1103
- Construct underground storm sewer for drainage

Contract awarded to Hunter Industries for \$39,295,624 - Project has been delayed for a variety of reasons  
Groundbreaking expected n June 2022 - Construction period expected s 4 years (includes construction In Schertz and Cibolo)

I-35 NEX (Northeast Expansion)

•Project Limits :

South of I-410 South Interchange (AT&T Parkway) to FM 1103

- portion from Bexar/Guadalupe County Line to FM 1103 - \$375 million
- NOT a toll road

I-35 NEX 3 project segments

Segment 1 – 410 N to FM 3009

Segment 2 – 410 S to 410 N

Segment 3 - FM 3009 to FM 1103

IH 10 Improvements:

Graytown Road to Bexar-Guadalupe County Line (funded through Santa Clara, widening ultimately to SH 130)

Graytown Road to Bexar-Guadalupe County Line

- Total project cost - \$149 million
- Adding Lanes, Expanding Bridges
- Minimal Right of Way Acquisition

- Construction Underway
- Anticipate 3-4 years of construction
- FM 1518 Improvements
  - Environmental Clearance is Complete
  - Right of Way Acquisition
    - 140+ parcels
    - 99% Complete
  - 90% Design nearing completion
  - Next Steps
    - Utility Relocations (including Schertz Water and Wastewater)
  - Construction Contract to be Let Summer/Fall 2023
  - Construction Start 2024
  - 2 ½ - 3 year construction period
- Total project cost - \$60 million
- Funded by TxDOT, Federal Funding, City of Schertz, Bexar County
- City of Schertz Contribution - >\$10 million commitment
  - \$600k paid to date toward right of way acquisition
  - \$600k budgeted for utility relocation design
  - approx. \$5.5 million needed for Schertz utility relocations

• Trail Project Update (B. James/L. Shrum)

City Manager Dr. Mark Browne recognized Parks, Recreation and Community Services Director Lauren Shrum who provided information regarding trail projects. Information included:

The Great Northern Trail



Schertz Pedestrian Routes & Bike Lanes Project  
Substantially Complete - Punch List  
FM 1103 Section of Northern Trail  
Cibola Creek Trail

Trail Connect meetings - Staff working together to make trail connections between cities: Schertz, Cibola, Selma, New Braunfels, Garden Ridge and Universal City  
The Great Springs Project and AAMPO

• Budget Recap (M. Browne/J. Walters)

City Manager Dr. Mark Browne provided information on the following:

- ARP Update - Funding to be received - \$10,417,416.86; First half now: \$5.21 Million; Second later in 2022: \$5.21 Million

Staff's spending proposal for 1st tranche - \$5.21 million

Category 1: Support public health expenditures - \$303,000

Category 2: Address negative economic impacts caused by the public health emergency - \$1.4 million

Category 3: Replace lost public sector revenue - \$525,000 (up to 1.4 million)

Category 4: Provide premium pay for essential workers - \$500,000

Category 5: Invest in water, sewer, and broadband infrastructure - \$2.48 million

Staff's spending proposal for 1st tranche - \$5.21 million  
 Category 1: Support public health expenditures - \$303,000  
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 Category 3: Replace lost public sector revenue - \$525,000 (up to 1.4 million)  
 Category 4: Provide premium pay for essential workers - \$500,000  
 Category 5: Invest in water, sewer, and broadband infrastructure - \$2.48 million

City Manager Dr. Mark Browne introduced Finance Director James Walters who provided the following information regarding the City Budget:

#### City Budgets - General Fund Information

#### FY 2021-22 Budget

General Fund Proposed Budget \$39,514,748

- Increase of \$1,212,168 or 2.7%, from FY 2020-21 Budget, not including infrastructure funding
- Non Personnel Budgets decreased 2.3% due to the falloff of business incentive payments, completion of the public safety restroom remodel, and the funding of the Comprehensive Land Use Plan update
- Personnel Budgets increase 5.4% to act on the Class & Comp Study, Minimum Wage update, Merit, insurance, 0.25% ECI, and add 3 positions

#### FY 21/22 Budget Highlights

##### *Expanded Programs*

Financial Software Replacement

New Personnel

Contracted Building/Facilities Cleaning

Fleet programs

Animal Care HVAC

Additional SPAM Funding

Increase Minimum Wage

New Personnel

Proposing 3 new positions in General Fund:

Police - Patrol Officer

Police - Evidence Technician

Facilities - Plumber

Enterprise Funds:

EMS – 2 Paramedics plus Randolph Contract (6 Paramedics)

Water/Sewer - SCADA Tech

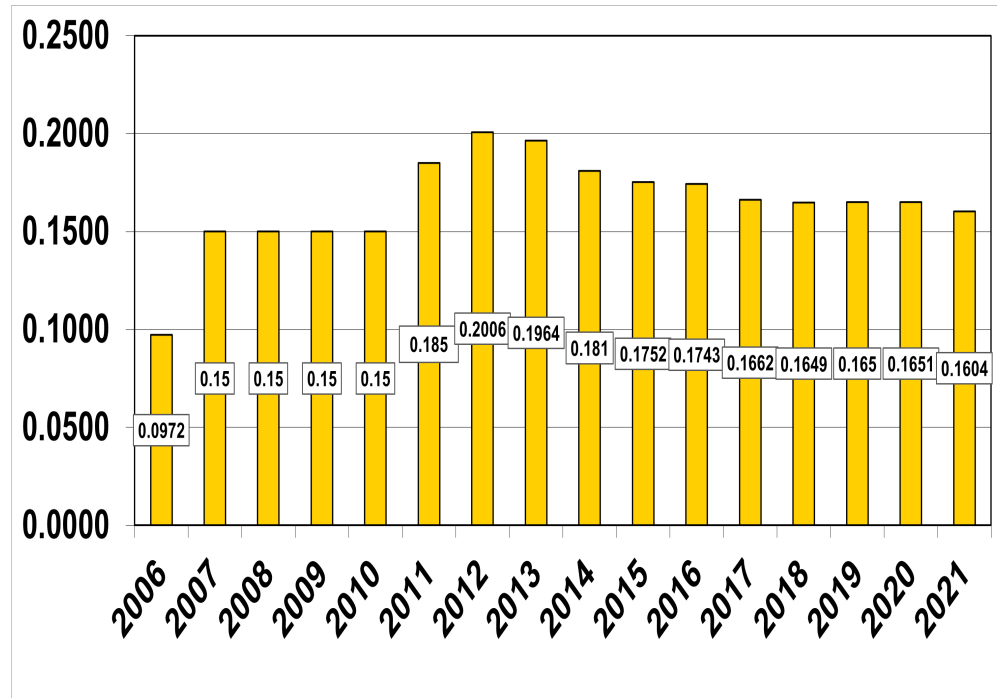
#### 2021 Property Taxes & 2021 Property Values

2020 Taxable Value	\$3,963,694.728
2021 Equivalent Taxable Value	\$3,919,293,823
2021 New Taxable Development	+\$148,715,915
2021 Adjusted Taxable Value	\$4,068,009,738
Difference between adjusted taxable values	\$104,315,010

#### Target Tax Rate

Tax Rate	Previous	Current	
M&O	\$0.3470	\$0.3517	For day to day operations
I&S	\$0.1651	\$0.1604	To pay the City's Debt
Total	\$0.5121	\$0.5121	

## Historic Tax Rates - I&S



- Citizen Satisfaction Survey Update (S. Gonzalez/L. Klepper)

City Manager Dr. Mark Browne recognized Public Affairs Director Linda Klepper who provided the following survey information:

### Survey Background

- Conducted surveys in 2016, 2019 and 2021
- Contracted with ETC Institute to administer the surveys
- Sample Size 2021 Survey
  - 436 completed surveys
  - Margin of error: +/- 4.7% at the 95% level of confidence.

### Survey Goals:

- To objectively assess resident satisfaction with delivery of major City services
- To help determine priorities for the community
- To measure trends from previous surveys

### 2021 Survey Highlights:

- Residents have a very positive perception of the City.
  - 90% of respondents were satisfied with the overall quality of services provided by the city.
- The City is moving the right direction
  - Since 2019, satisfaction ratings have increased in 61 of 69 areas
- Satisfaction with city services is much higher in Schertz than other cities
  - Schertz rates above the U.S. average in 41 of 45 areas
  - Satisfaction with the Overall Quality of City Services is 31% above the U.S. average
  - Satisfaction with the Customer Service from City Employees is 28% above the U.S. average

### Top Priorities Identified:

- Traffic
- Planning for rapid growth
- Road repair, maintenance, expansion
- Enforcing Codes and Ordinances

### Importance Satisfaction

## 2021 Importance-Satisfaction Rating

### City of Schertz

#### Major Categories of City Services

Category of Service	Most Important %	Most Important Rank	Satisfaction %	Satisfaction Rank	Importance-Satisfaction Rating	I-S Rating Rank
<b>High Priority (IS .10-.20)</b>						
Enforcement of city codes and ordinances	35%	3	61%	14	0.1361	<b>1</b>
<b>Medium Priority (IS &lt;.10)</b>						
Management of stormwater runoff & flood prevention	35%	4	75%	11	0.0868	<b>2</b>
City parks and recreation programs	36%	2	79%	10	0.0760	<b>3</b>
Police services	49%	1	87%	5	0.0641	<b>4</b>
City communication with the public	25%	9	75%	12	0.0615	<b>5</b>
City water and sewer services	32%	6	86%	6	0.0442	<b>6</b>
Trash, recycling, & yard waste collection services	26%	8	87%	4	0.0332	<b>7</b>
Animal Services	14%	11	79%	9	0.0298	<b>8</b>
Emergency medical services	33%	5	91%	2	0.0293	<b>9</b>
Civic and community centers	15%	10	82%	7	0.0265	<b>10</b>
Customer service provided by City employees	11%	13	79%	8	0.0227	<b>11</b>
Fire services	28%	7	94%	1	0.0170	<b>12</b>
Library services	11%	12	89%	3	0.0119	<b>13</b>
Municipal court services	3%	14	74%	13	0.0078	<b>14</b>

#### Looking Ahead:

- Survey is just one of the tools used to develop priorities for the city.
  - Continue to incorporate survey data as well as other feedback from the community as we move forward in the budget process.
- Survey results can be found on Schertz.com*

#### • 2021/2022 Accomplishments (M.Browne)

City Manager Dr. Browne provided the following information:

#### COVID-19 Vaccination Clinics

Local Clinics at the City of Schertz Civic Center  
 On-Site at Local Businesses and Assisted Living Facilities  
 Home-Bound and Mobility Challenged  
 Vaccination Clinics began - Week of January 4th

Type Administered	Quantity
Pfizer Dose 1 Administered	10,882
Pfizer Dose 2 Administered	14,239
Moderna Dose 1 Administered	4,698
Moderna Dose 2 Administered	3,927
J&J Doses Administered	1,445
Total Doses Administered	35,191

#### Clinic Volunteers:

City Of Cibolo	City Of Live Oak	City of Marion
City of New Berlin	City of New Braunfels	City of Santa Clara
City of Seguin	City of Selma	Guadalupe County
Baptist Children & Family Services	Multiple Community Churches	Clemens High School - Honor Society & COSA
Girl Scouts	GRMC & Methodist Health System	Over 200 Unaffiliated Community Volunteers

*Public Safety:*

Provided 40K COVID Vaccines  
Voters approved \$15.4M Bond for Station #4  
Put new Platform in service

Best Practices Recognition Program  
Commercial Vehicle Enforcement Program  
Animal Services Field Training Program

JBSA-Randolph Agreement – 5 yr (\$635,706 annually)  
15% increase in overall call volume  
14% increase in transports  
Affinity Care Clinic Agreement to expand our MIH services

*Veteran's Memorial Plaza Renovations*

New landscaping and irrigation – variety of roses, annuals, new sod  
New concrete accessible route to the parking lot with designated ADA parking and Purple Heart Recipient parking  
Replace all existing bricks with new laser-engraved pavers

*Ashley Par Concrete Loop Trail*

¼ mile fully accessible loop trail  
Added full accessibility to the restroom, the toddler playscape, and a picnic area  
Phase III Renovations pending construction estimated to start in March  
Additional playground feature  
Picnic Pavilion available to reserve for birthday parties

*2021 Special Events:*

Movin on Main  
4th July Jubilee & Parade  
Candy Cruise  
Holidazzle & Festival of Angels Parade  
New Year's Eve Masquerade

*Public Works 2021 Accomplishments:*

Ice Storm of 2021  
Schertz did not lose water or issue a boil notice and was able to offer support to our sister cities  
New Fleet Facility -- Building 27  
Defined Street Sweeping schedule street maintenance program  
Completed interior refresh of Council Chambers and the Civic Center flooring

*Engineering - Past Year Capital Improvement Accomplishments*

Projects Completed

Elbel Road Drainage and Pavement Improvements  
Pedestrian Routes and Bike Lanes  
Schertz Parkway Reconstruction  
Resurfacing of Various Streets  
Corbett Elevated Storage Tank

Construction Starts

Aviation Heights Water Main Replacement  
Tri County Parkway Reconstruction  
Woman Hollering Creek Wastewater Trunk Main and Lift Station  
Ongoing Street Resurfacing  
Ongoing Drainage Remediation  
(Keep up with Capital Improvements Projects on SCHERTZ.COM! - Click on Capital Improvement Projects)

*Schertz Neighborhood Services:*

Implemented a new Block walk and talk program. This is a proactive approach for identifying code issues and help resident to find solutions.  
Successfully worked with residents in Parkland Village Subdivision on neighborhood easement clean up. This was the first Block Walk and Talk effort.  
Successfully worked with Utility Service providers to bury exposed utility lines in easements throughout the Parkland Village Subdivision.

*Schertz Economic Development:*

Schertz EDC has three buildings under construction on Lookout Road  
Titan Development, Buildings 5,6 and 7  
Four Oaks Lane (near Walmart)  
Total Square footage: 573,899  
Total Cost of Construction: \$26,132,177  
*Coming Soon - Slim Chickens, Kellum Schertz Medical Center*

- State of the City Video (M. Browne) - City Manager Dr. Mark Browne showed the 2021-2022 State of the City Video. This can be found on the city website [www.schertz.com](http://www.schertz.com). Dr. Browne thanked Kim Gonzales Director of Advancement and Principal Adrew Iliff for allowing the City to use their facility this evening.

Mayor Gutierrez opened the meeting to questions by the audience and recognized the following:

Mr. Norman Shaheen, 3820 Pheasant, Scenic Hills stated that surveying is going on at the Northcliffe Golf Course and asked what was going on. In response Assistant City Manager Brian James stated that the property is owner private property and is unsure, but did know that it had been up for sale.

Mr. Shaheen also stated that Old Wiederstein Road conditions are getting worse and wanted to know when the City would repair the road. In answer, Engineer John Nowak stated it is another project on the radar, but we do not have the funding, but our Public Works department is planning on doing some minor repairs.

Mr. Tim Fey, 6028 FM 482 asked what the City is doing in our area (FM 482), he stated that the area is Historic and is concerned about the truck traffic - speeding, truck traffic damaging the roads. In answer, City Manager Dr. Mark Browne stated that FM 482 is a TxDOT road, City looking to pursue funding with TxDOT, and AAMPO for the repair of the road. He stated that the City needs to improve the sewer on Hubertus to IH 35.

Regarding the speeding of truck traffic, he stated the City is actively pursuing traffic citations. Assistant City Manager Brian James stated that the City is planning to work with the Quarries to make some problems in the area better.

Mr. Johnathan Johnson, 12041 Garden Shoot, asked if there was money in the budget to maintain the roads. In answer, City Manager Dr. Mark Browne and Assistant City Manager Brian James stated that they have a CIP Plan and utilize the Pavement Index Report of Roads that has been created by the City. Again, this is a TxDOT Road and the project is on the City's radar but no funding is available.

Mr. Dean Weirtz, 4301 Monument Pass, stated he represents the Historical Preservation Committee and there are 31 designated Historical sites for Schertz, (9) are in this area of North Schertz. Wanted the City to make sure we consider them and protect the history of this community.

Mr. Milton Sanders, 6691 FM 482 stated that there are several truck traffic problems, speeding, truck roll-overs - which cause blocking of the roads. In answer, City Manager Dr. Browne indicated that the Police Department has implemented an Enforcement Program. Acting Police Chief Marc Bane stated that he will have the Police Department patrol the area.

Ms. Vanessa Stephens, 9341 Canopy Bend spoke regarding the traffic accidents occurring on Lower Seguin road, the racing of cars on FM 482 and that the road needs repairs.

Mr. Johnathan Johnson, 12041 Garden Shoot stated that there are problems with Lower Seguin Road, and wanted to also know if FM 482 may be widened. Dr. Browne stated that the City does not have the money to address Lower Seguin Road, but maybe the City can work with Bexar County for funding. Mr. Johnson wanted to know if the Base could help facilitate or contribute funds to the repair.

Ms. April Johnson, 12041 Garden Shoot had questions regarding the rezoning of property across from the Crossvine Subdivision, she had heard it was for low income housing, and she has concerns. Assistant City Manager Brian James stated that there has not been a rezoning case, it was for an amendment to the Comprehensive Land Use Plan changing approximately 15 acres of the Future Land Use Map from Estate Neighborhood land use designation to the Mixed-Use Neighborhood Center land use designation. He indicated that it was not a low income housing project.

As no one else spoke, Mayor Gutierrez adjourned the special meeting at 8:17 p.m.

## Adjournment

ATTEST:

\_\_\_\_\_  
Ralph Gutierrez, Mayor

\_\_\_\_\_  
Brenda Dennis, City Secretary

# DRAFT

## MINUTES REGULAR MEETING February 22, 2022

A Regular Meeting was held by the Schertz City Council of the City of Schertz, Texas, on February 22, 2022, at 6:00 p.m. in the Hal Baldwin Municipal Complex Council Chambers, 1400 Schertz Parkway, Building #4, Schertz, Texas. The following members present to-wit:

Present: Mayor Ralph Gutierrez; Mayor Pro-tem David Scagliola; Councilmember Mark Davis; City Council Place 2 - Vacant; Councilmember Jill Whittaker; Councilmember Michael Dahle; Councilmember Allison Heyward; Councilmember Tim Brown

City Staff: City Manager Dr. Mark Browne; Assistant City Manager Brian James; Assistant City Manager Charles Kelm; City Attorney Adolfo Ruiz; City Secretary Brenda Dennis; Assistant to the City Manager Sarah Gonzalez

### **Call to Order**

Mayor Gutierrez called the meeting to order at 6:00 p.m.

### **Opening Prayer and Pledges of Allegiance to the Flags of the United States and State of Texas. (Councilmember Brown)**

Councilmember Brown provided the opening prayer followed by the Pledges of Allegiance to the Flags of the United States and the State of Texas.

### **Presentations**

- Proclamation recognizing George Washington's Birthday.

Mayor Gutierrez read the proclamation recognizing George Washington's Birthday, no representative was present to accept.

- Proclamation recognizing National Engineers Week.

Mayor Gutierrez read and presented the proclamation recognizing National Engineers Week, all members of the Engineering Department and those Engineers from Public Work accepted it. City Engineer Kathy Woodlee thanked the Mayor and Council for the recognition and stated that in being recognized she and her team talked about this last week among their department and the need for them to do a little more outreach to the youth of the community to get them excited and inspired about the profession of engineering. They will look at this as a kickstart to that effort.

### **City Events and Announcements**

- Announcements of upcoming City Events (B. James/C. Kelm/S. Gonzalez)

Mayor Gutierrez recognized Assistant City Manager Charles Kelm who provided the following announcements:

- **Thursday, February 24th**

## **Boards, Commissions and Committees Appreciation Banquet**

6:30 PM

Schertz Civic Center

- **Saturday, February 26th**

### **Selma-Schertz Salute to Service Members 5K**

8:00 AM – 12:00 PM

Bluebonnet Palace

17630 Lookout Road, Selma

Call 210-826-0500 for more information or questions

\$40 registration fee day of event

- **Tuesday, March 1st**

Next regular scheduled Council meeting, 6:00 PM, Council Chambers

- **Saturday, March 5th**

### **Kick Cancer Pep Rally & 5K Run**

Check-in at 8:00 AM

Start at 9:00 AM -12:00 PM

Pickrell Park

200 Aero Avenue

Register on CivicRec or in person at the Parks & Recreation Office

### **BVYA Parade/Opening Ceremonies**

Parade begins at 9:00 AM

Opening Ceremonies at 10:00 AM

Johnie McDow Sports Complex

Community Circle Drive

- Announcements and recognitions by the City Manager (M. Browne)

City Manager Dr. Browne echoed thanks and appreciation to the Engineering Department Staff, they do a fantastic job on our projects as they have a very lengthy list and a lot of responsibility. There is not a single infrastructure project that goes on in the City that doesn't have the hard work behind it.

He also thanked the Parks Department for a successful Mother-Son Dance/Daddy-Daughter Dance. Shout out to Robert Dobratz who finished 5th in the TRAPS State Backhoe Competition. Great job to Robert, they like to show off their skills.

- Announcements and recognitions by the Mayor (R. Gutierrez)

Mayor Gutierrez also expressed his appreciation to the Engineering Staff, they do set the foundation for the infrastructure that is here in Schertz. Also, to our Parks Department on their recent successful events.

Mayor Gutierrez also expressed his appreciation, thanks and gratitude to Rosemary Scott who resigned her seat on Council. He thanked her for all her contributions to the City.

## **Hearing of Residents**

Mayor Gutierrez recognized Mayor Pro-Tem Scagliola who called the list of speakers. (Only one this evening)

- Mr. Daniel Jameson, 1048 Richmond Drive who came forward commenting on the flyer he received regarding the upcoming April 9, 2022 Community Workday Event. He stated this is a great event and if anyone wishes to volunteer to reach out to the City.

## Consent Agenda Items

The Consent Agenda is considered self-explanatory and will be enacted by the Council with one motion. There will be no separate discussion of these items unless they are removed from the Consent Agenda upon the request of the Mayor or a Councilmember.

Mayor Gutierrez read the following items into record:

1. **Minutes** – Consideration and/or action regarding the approval of the minutes of the regular meeting of February 8, 2022, and the minutes of the Special meeting of February 11, 2022. (B. Dennis)
2. **Ordinance No. 22-S-07** - Consideration and/or action on a request to amend the Comprehensive Land Use Plan by changing approximately 44 acres of the Future Land Use Map from Mixed-Use Neighborhood land use designation to the Single-Family Residential land use designation, generally located 3,650 feet east from the intersection of Schaefer Road and FM 1518, also known as Bexar County Property Identification Numbers, 309807, 309837, 309814 City of Schertz, Bexar County, Texas. ***Final Reading*** (B. James/L. Wood/M.Harrison)
3. **Resolution No. 22-R-21** - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas amending the Professional Services Agreement with Cobb, Fendley & Associates, Inc., relating to Engineering Services for the Woman Hollering Creek Wastewater Project. (B. James/K. Woodlee)
4. **Resolution No. 22-R-24** - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas establishing a public hearing date to consider the approval of updated land use assumptions, capital improvements plan and impact fees for roads; and providing an effective date. (M. Browne/B. James)
5. **Resignations to Boards/Commissions/Committees** - Consideration and/or action regarding resignations to various Boards/Commissions/Committees. (Council/B. Dennis)
  - Resignation of Ms. Jackie Hollis - Historical Preservation Commission
  - Resignation of Mr. Jason Blataric - Historical Preservation Commission
  - Resignation of Mr. Howard Alperin - Historical Preservation Commission
  - Resignation of Dean Midlick - Historical Preservation Commission
  - Resignation of Mr. Earl Platt - Planning & Zoning Commission
6. **Resolution No. 22-R-20** - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas authorizing a Memorandum of Understanding between 502 Air Base Wing and Schertz Police Department for Law Enforcement Response Assistance and Information Sharing (C. Kelm/M. Bane)

Mayor Gutierrez asked Council if there were any item they wish removed for separate action. No items were removed, but Councilmember Whittaker asked if the minutes had been corrected. City Secretary Brenda Dennis stated yes that Council were sent the corrected minutes as well as dropped them in their dropbox.

Mayor Gutierrez asked for a motion to approve consent agenda items 1-6.

Moved by Councilmember Jill Whittaker, seconded by Councilmember Allison Heyward to approve consent agenda items 1 through 6

AYE: Mayor Pro-tem David Scagliola, Councilmember Mark Davis, Councilmember Jill Whittaker, Councilmember Michael Dahle, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

## Discussion and Action Items

7. **Resignation** - Consideration and/or action regarding the Resignation of Councilmember Rosemary Scott, City Council Place 2.

Mayor Gutierrez opened it up for Council comments and recognized Councilmember Dahle who thanked Ms. Scott for her service to the City, it is rare that people are willing to stand up and volunteer their time. Her time and efforts were appreciated. Councilmember Heyward echoed what Councilmember Dahle has said, she was a great part of this Council, she will be sorely missed. Prayers for her recovery and health.

Mayor Gutierrez stated that it is a sad moment and sometimes moving on starts with a good bye.

Mayor Gutierrez asked for a motion to accept the resignation of Councilmember Scott, Place 2.

Moved by Councilmember Allison Heyward, seconded by Councilmember Michael Dahle to accept the resignation of Councilmember Scott, Place 2.

AYE: Mayor Pro-tem David Scagliola, Councilmember Mark Davis, Councilmember Jill Whittaker, Councilmember Michael Dahle, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

8. **Resolution No. 22-R-18** - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas, authorizing a letter of support for a Housing Tax Credit application by the NRP Group for a multifamily project on FM 1518. (M. Browne/B. James)

Mayor Gutierrez stated let the record reflect that it is 6:19 p.m. and Councilmember Dahle has stepped off the dais. For full transparency and disclosure, Councilmember Dahle has filed a Conflicts of Interest Affidavit with the City Secretary and will not be participating in this item.

Mayor Gutierrez read the following into record:

### RESOLUTION NO. 22-R-18

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS SUPPORTING AN APPLICATION FOR 2022 HOUSING TAX CREDITS BY THE NRP GROUP NAMED 1518 APARTMENTS LTD. TO THE TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS (TDHCA) TO DEVELOP AFFORDABLE RENTAL HOUSING, AND OTHER MATTERS IN CONNECTION THEREWITH**

Mayor Gutierrez recognized Assistant City Manager Brian James who introduced this item stating The NRP Group has communicated to the city that it intends to submit an application to the Texas Department of Housing and Community Affairs (TDHCA) for 2022 Housing Tax Credit funds for a multifamily project on FM 1518. Applications to the TCHCA are scored and ranked as part of the funding application process. Points are awarded for projects that receive support from the local government. As such the NRP Group has requested a resolution of support from the Schertz City

Council.

Mr. James provided Councilmember Whittaker with information on the Tax Credit process addressing her questions.

Mayor Gutierrez asked for a motion to approve Resolution No. 22-R-18.

Moved by Councilmember Allison Heyward seconded by Councilmember Tim Brown to approve Resolution No. 22-R-18.

AYE: Mayor Pro-Tem David Scagliola, Councilmember Mark Davis, Councilmember Jill Whittaker, Councilmember Allison Heyward, Councilmember Tim Brown

Passed.

9. **Resolution No. 22-R-19** - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas, authorizing a letter of support for a Housing Tax Credit application by Schertz Hidden Oaks, LP for a multifamily project on Schertz Parkway. (M.Browne/B. James)

Mayor Gutierrez stated let the record reflect that at 6:25 p.m. Councilmember Dahle returned to the dais.

Mayor Gutierrez read the below into record:

#### **RESOLUTION NO. 22-R-19**

#### **A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS SUPPORTING AN APPLICATION FOR 2022 HOUSING TAX CREDITS BY SCHERTZ HIDDEN OAKS, LP NAMED HIDDEN OAKS IN SCHERTZ TO THE TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS (TDHCA) TO DEVELOP AFFORDABLE RENTAL HOUSING, AND OTHER MATTERS IN CONNECTION THEREWITH**

Mayor Gutierrez recognized Assistant City Manager Brian James who introduced this item stating Schertz Hidden Oak, LP has communicated to the city that it intends to submit an application to the Texas Department of Housing and Community Affairs (TDHCA) for 2022 Housing Tax Credit funds for a multifamily project on Schertz Parkway. Applications to the TCHCA are scored and ranked as part of the funding application process. Points are awarded for projects that receive support from the local government. As such Schertz Hidden Oak, LP has requested a resolution of support from the Schertz City Council.

Schertz Hidden Oak, LP is working with the Schertz Housing Authority to redevelop the existing Housing Authority complex at 204 Schertz Parkway.

Mayor Gutierrez recognized Mayor Pro-Tem Scagliola who addressed concerns about the possibility of displacing some seniors due to the redevelopment, but has confidence with the Housing Authority Board that they will work with the residents and supports the project. Councilmember Dahle too was concerned about the possibility of the displacement of some residents, and he too is in support of the project. Mr. James address other questions from Council.

Mayor Gutierrez asked for a motion to approve.

Moved by Councilmember Michael Dahle, seconded by Councilmember Allison Heyward to approve Resolution No. 22-R-19

AYE: Mayor Pro-tem David Scagliola, Councilmember Mark Davis, Councilmember Jill Whittaker, Councilmember Michael Dahle, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

10. **Capital Recovery Fee Credit Request** - Consideration and/or action on a request by HLH Development, LLC to receive Sewer Capital Recovery Fee Credit and other matters relating to the Hallie's Cove Pump and Haul Facility. (C. Kelm/S. Williams)

Mayor Gutierrez read the following into record:

**Consideration and/or action on a request by HLH Development, LLC to receive Sewer Capital Recovery Fee Credit and other matters relating to the Hallie's Cove Pump and Haul Facility.**

Mayor Gutierrez recognized Public Work Director Suzanne Williams who introduced this item stating HLH Development, LLC (HLH) is the developer of the Hallie's Cove development. Sewer service was not available to the Hallie's Cove property at the time. HLH elected to start development anyway and entered in to an agreement in 2017 with the City to construct a temporary pump and haul facility to provide sewer service to the development until the Woman Hollering Creek Trunk Line and Lift Station Project was complete. The original agreement established that all costs associated with installing and operating the pump and haul facility would be paid by HLH. A revision to the agreement was approved in 2019 stating that the City of Schertz would take over the expense of the pump and haul services beginning January 1, 2020.

HLH is planning to relocate the temporary pump and haul facility to allow for further development of Hallie's Cove. As part of this relocation, the City has agreed to allow HLH to install the relocated pump and haul facility on dedicated parkland property to not encumber any buildable lots in the development.

As seen in their letter, HLH has submitted a request to Council to receive sewer impact fee credits to offset the costs associated with relocating the temporary pump and haul facility, to be reimbursed for the installation of a manhole, and for the City to take over the maintenance of the pump and haul facility.

Sewer impact fees are only able to be credited or otherwise reimbursed for capital recovery fee eligible project work. Provision, maintenance, operation, and relocation of the pump and haul system for the Hallie's Cove Subdivision is not included in the City's Capital Recovery Plan and is therefore not eligible for reimbursement or impact fee credits.

The Woman Hollering Creek Wastewater Project is an eligible project. Construction of a portion of that project may be eligible for reimbursement. The City's consulting engineer and the engineer for the Hallie's Cove Subdivision are currently coordinating to determine if the manhole installed with the Hallie's Cove Unit 4 collection system can be used as part of the Woman Hollering system. If it can be made part of that system, staff will determine an appropriate amount of reimbursement. If it is found that the manhole in question cannot be used as part of the Woman Hollering system, then no reimbursement would be applicable.

Per the amended agreement in 2019, the City has incurred significant cost associated with the pump and haul service since 2020. In 2021, the City paid approximately \$396,000 in pump and haul services, which averages to \$33,000 per month in cost to the City. Because of the significant cost the City is paying each month for the pump and haul services, staff believes that the operation and maintenance of the private pump and haul facility should remain with HLH until the offsite wastewater infrastructure is completed. HLH was aware of risks in the offsite wastewater infrastructure construction when the agreement was entered in to without a hard deadline for those facilities to exist, so the delay in those facilities or HLH's desire to relocate the pump and haul facilities are not a trigger for the City to take

over the maintenance and operation of the pump and haul facility. The City will continue to pay for the pump and haul services per the agreement.

Staff recommends denial of the Sewer Capital Recovery credit request and denial of the request to take over the maintenance of the Hallie's Cove Pump and Haul Facility. Assistant City Manager Brian James addressed Mayor Pro-Tem Scagliola's question why the City is involved

Mayor Gutierrez called for a motion.

Moved by Councilmember Mark Davis, seconded by Councilmember Jill Whittaker to deny the Capital Recovery fee credit request and request to take over the maintenance of the Hallie's Cove Pump and Haul Facility by HLH Development LLC.

AYE: Mayor Pro-tem David Scagliola, Councilmember Mark Davis, Councilmember Jill Whittaker, Councilmember Michael Dahle, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

11. **Ordinance No. 22-S-08** - Consideration and/or action on a request to amend the Comprehensive Land Use Plan by changing approximately 15 acres of the Future Land Use Map from Estate Neighborhood land use designation to the Mixed-Use Neighborhood Center land use designation, generally located 2,500 feet southeast from the intersection of Lower Seguin Road and FM 1518, known as 9120 E FM 1518 N, also known as Bexar County Property Identification Numbers, 309999 and 309997, City of Schertz, Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/M.Harrison)

Mayor Gutierrez stated let the record reflect the time is 6:44 p.m.and Councilmember Dahle has stepped off the dais. For full transparency and disclosure, Councilmember Dahle has filed a Conflicts of Interest Affidavit with the City Secretary and will not be participating in this item.

Mayor Gutierrez read the following item into record:

#### **ORDINANCE NO. 22-S-08**

**AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AMENDING THE COMPREHENSIVE LAND USE PLAN BY CHANGING APPROXIMATELY 15 ACRES OF THE FUTURE LAND USE MAP FROM THE ESTATE NEIGHBORHOOD LAND USE DESIGNATION TO THE MIXED-USE NEIGHBORHOOD LAND USE DESIGNATION, GENERALLY LOCATED APPROXIMATELY 2, 500 FEET EAST OF THE INTERSECTION OF LOWER SEGUIN ROAD AND FM 1518, ALSO KNOWN AS BEXAR COUNTY PROPERTY IDENTIFICATION NUMBERS 309997 AND 309999 CITY OF SCHERTZ, BEXAR COUNTY, TEXAS. Final Reading**

Mayor Gutierrez asked Council if they needed a presentation as there was none and no discussion he called for a motion to approve Ordinance 22-S-08 on final reading.

Mayor Gutierrez asked for a motion to approve Ordinance No. 22-S-08 on final reading.

Moved by Councilmember Allison seconded by Councilmember Tim Brown to approve Ordinance No. 22-S-08 on final reading.

AYE: Mayor Pro-Tem David Scagliola, Councilmember Mark Davis, Councilmember Jill Whittaker, Councilmember Allison Heyward, Councilmember Tim Brown

Passed.

12. **Ordinance No. 22-T-05** - Consideration and/or action approving an Ordinance by the City Council of the City of Schertz, Texas authorizing an adjustment to the Fiscal Year 2021-2022 budget to construct a splashpad at Wendy Swan Memorial Park, repealing all ordinances or parts of ordinances in conflict with this ordinance; and providing an effective date. *First Reading* (B. James/L. Shrum)

Mayor Gutierrez stated let the record reflect that it is 6:44 p.m. and Councilmember Dahle has returned to the dais. Mayor Gutierrez read the following into record:

**ORDINANCE NO. 22-T-05**

**AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS  
AUTHORIZING AN ADJUSTMENT TO THE FISCAL YEAR 2021-2022 BUDGET TO  
CONSTRUCT A SPLASHPAD AT WENDY SWAN MEMORIAL PARK, REPEALING ALL  
ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT WITH THIS ORDINANCE;  
AND PROVIDING AN EFFECTIVE DATE (First Reading)**

Mayor Gutierrez recognized Parks, Recreation and Community Services Director Lauren Shrum who introduced this item providing a brief PowerPoint presentation regarding the Wendy Swan Memorial Park Pool and the proposed Splashpad construction project. Ms. Shrum addressed questions from Council regarding the lifespan of the Splashpad as well as received comments from members of Council.

Staff recommends approval of Ordinance No. 22-T-05 on first reading regarding the adjustment to the FY 2021-22 budget.

Mayor Gutierrez called for a motion to approve Ordinance No. 22-T-05 on first reading.

Moved by Councilmember Allison Heyward, seconded by Councilmember Michael Dahle to approve Ordinance No. 22-S-08 on first reading.

AYE: Mayor Pro-tem David Scagliola, Councilmember Mark Davis, Councilmember Jill Whittaker, Councilmember Michael Dahle, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

**Roll Call Vote Confirmation**

Mayor Gutierrez recognized City Secretary Brenda Dennis who provided the roll call vote confirmation for agenda items 1 through 12.

**Closed Session**

Mayor Gutierrez read the below Closed Session items into record and recessed the regular meeting at 6:53 p.m.

13. The City Council will meet in closed session in accordance with Section 551.071 of the Texas Government Code, Consultation with the Attorney regarding American Rescue Plan Act (ARPA) Business Grant Program.
14. City Council will meet in closed session in accordance with Section 551.074 of the Texas Government Code, regarding filling the vacancy of City Council Place 2.

15. City Council will meet in closed session in accordance with Section 551.072 of the Texas Government Code regarding the purchase, sale, exchange or lease of real property in support of City Water and Wastewater Services in Northern Schertz.

### **Reconvene into Regular Session**

Mayor Gutierrez reconvened back into Regular Session at 7:43 p.m.

- 13a. Take any action based on discussions held in Closed Session under Agenda Item 13.

No action taken

- 14a. Take any action based on discussions held in Closed Session under Agenda Item 14.

Mayor Gutierrez stated in accordance with the City Charter, Council has determined to leave the City Council Place 2 vacant until the election in November 2022. No action taken.

- 15a. Take any action based on discussions held in Closed Session under Agenda Item 15.

No action taken.

### **Roll Call Vote Confirmation**

### **Requests and Announcements**

- Announcements by the City Manager.

No further announcements.

- Requests by Mayor and Councilmembers for updates or information from staff.

No items at this time.

Requests by Mayor and Councilmembers that items or presentations be placed on a future City Council agenda.

No items at this time.

- Announcements by Mayor and Councilmembers

- City and community events attended and to be attended

Mayor Pro-Tem Scagliola announced that the City received a thank-you plaque from the Kerr County Trail riders. He attended the Tri-City Chamber Luncheon and Council on the Go Meeting. He thanked the staff for setting up an Emergency Shelter two weeks ago when there was freezing weather.

Councilmember Whittaker attended the Audit Meeting, Council on the Go Meeting, the Tri-County Chamber Luncheon, the Strategic Planning Meeting and the NEP Luncheon

Councilmember Dahle attended the Cowboy Breakfast, the Strategic Planning Meeting and the Council on the Go Meeting.

Councilmember Heyward attended the Cowboy Breakfast, attended the Strategic Planning Meeting, a ribbon cutting for State Farm, the Tri-County Chamber Luncheon, Audit Meeting, Council on the Go Meeting and is the Northeast Partnerships ATAC Committee Member.

Councilmember Brown attended the Strategic Planning Meeting, the Council on the Go Meeting and the Tri-County Chamber Luncheon.

### **Adjournment**

Mayor Gutierrez adjourned the meeting at 7:48 p.m.

ATTEST:

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Ralph Gutierrez, Mayor

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Brenda Dennis, City Secretary

**CITY COUNCIL MEMORANDUM**

**City Council Meeting:** March 1, 2022

**Department:** City Secretary

**Subject:** Ordinance No. 22-T-05 - Consideration and/or action approving an Ordinance by the City Council of the City of Schertz, Texas authorizing an adjustment to the Fiscal Year 2021-2022 Budget to construct a splashpad at Wendy Swan Memorial Park, repealing all ordinances or parts of ordinances in conflict with this ordinance; and providing an effective date. *Final Reading* (B. James/L. Shrum)

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**BACKGROUND**

The Wendy Swan Memorial Park Pool was formerly an HOA-owned pool in the Northcliffe subdivision and as such was only designed to serve a small amount of people at one time. The capacity of the pool area is 50 people, but the pool rarely reaches capacity. Its small size does not afford a lot of opportunities for activities, so it is not as in demand as our other pools. When the pandemic hit in March 2020 there were capacity limits placed on facilities including outdoor pools, and the 25% capacity allowed at the start of the summer would have only allowed 12 people to enter the pool. City staff and YMCA staff (who are contracted to manage the outdoor pools) deemed it not feasible to open Wendy Swan Memorial Park Pool at that time.

City staff began researching the idea of converting the small residential-sized pool into a splash pad utilizing the existing filtration equipment which is in fairly good condition. City staff reached out to multiple vendors (T.F. Harper & Associates, Kraftsman, and Vortex) and explored various ways to build the splashpad in an affordable way. The proposed small splash pad will fit into the existing footprint of the old pool, will utilize the existing restrooms and covered porch area, and the fence will come down for access. Currently, the pool is only open from Memorial Day Weekend through the start of the school year in August. Converting to a splash pad would eliminate the need for the facility to have lifeguards and thus allow for an extended season of March - October.

In July 2021 city staff sent out approximately 3,000 postcards to residents in the northern Schertz neighborhoods advertising a public input meeting on the possible conversion to a splashpad. On Monday, July 19 the public input meeting was held at the North Center and 8 residents attended with mixed responses. About half seemed in support of the conversion, while half did not. On July 26, the Parks & Recreation Advisory Board discussed the pool and possible conversion to a splashpad and requested a postcard be sent out to direct residents to a poll to choose a splash pad design. The board also made a motion to convert the pool to a splash pad at Wendy Swan Memorial Park and the motion passed with 7 ayes, 0 nays, 0 abstains. In September 2021, city staff sent out approximately 3,000 postcards to residents in the northern Schertz neighborhoods directing them to a link for feedback on the different splash pad design options per the Parks & Recreation Advisory Board's request. There were 254 responses with Design Option #3 receiving 50.8% of the votes. The results of the survey were reviewed and discussed at the Parks & Recreation Advisory Board at their meeting on September 27, 2021, and there was consensus to move forward to council with Design Option #3.

City Council approved this on first reading at their meeting of February 22, 2022.

## **GOAL**

The goal of the ordinance is to amend the Fiscal Year 2021-2022 budget to provide funding to construct a splash pad at Wendy Swan Memorial Park. Assuming Council approves this item on first reading, staff will add a resolution to the March 1 meeting to authorize the contract for the construction of the splashpad and formally close Wendy Swan Memorial Pool.

## **COMMUNITY BENEFIT**

The community will benefit from this conversion by having a new splash pad that has open public access and an extended public season. The only splash pad that is currently in the city is integrated with the Recreation Center and Aquatic Center and there is currently a fee associated with accessing that splash pad. Instead of the existing facility only being utilized May – August from 12-7 pm, this new facility will be open March – October from 9 am - 9 pm. In addition, non-swimmers can utilize this facility, so many families with young children will benefit from this facility conversion. The small splash pad would utilize the existing filtration equipment and incorporate the existing restroom facility and porch overhang for potential birthday party rentals. There is also an existing picnic pavilion behind the restrooms that would be more desirable for party rentals if the pool was converted to a splash pad.

## **SUMMARY OF RECOMMENDED ACTION**

Staff recommends approval of Ordinance 22-T-05 on final reading.

## **FISCAL IMPACT**

The cost for engineered site plan and construction of Splashpad Design #3 is \$263,363.72. Staff is including a 10% contingency of \$26,336.37 and a payment/performance bond of \$7,650 for a total amount not to exceed of \$297,350.09. Since the cancellation of the pool management contract with the YMCA for the Wendy Swan Memorial Park Pool in May 2021 (Resolution 21-R-35), the annual savings to the city is \$71,952 per year. City staff is proposing to construct the splash pad utilizing reserve funds and the savings from the cancellation of the management contract, would pay back the reserve fund in 4 years.

## **RECOMMENDATION**

Approve Ordinance 22-T-05 on final reading.

---

### **Attachments**

splashpad

Budget Amendment Splash Pad

---

# OPTION 3

## **ORDINANCE NO. 22-T-05**

**AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING AN ADJUSTMENT TO THE FISCAL YEAR 2021-2022 BUDGET TO CONSTRUCT A SPLASHPAD AT WENDY SWAN MEMORIAL PARK, REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT WITH THIS ORDINANCE; AND PROVIDING AN EFFECTIVE DATE**

WHEREAS, pursuant to Ordinance 21-T-38, the City of Schertz (the “City”) adopted the budget for the City for the fiscal year 2021-2022 (the “Budget”), which provides funding for the City’s operations throughout the 2021-2022 fiscal year; and

WHEREAS, the City needs to authorize budget amounts of \$289,700.09 from the General Fund Reserves for the splash pad construction at Wendy Swan Memorial Park, and

WHEREAS, City staff recommends that the City Council of the City adjust the Budget and approve the ordinance; and

WHEREAS, the City Council of the City has determined that it is in the best interest of the City to adjust the Budget and approve the splash pad construction, as more fully set forth in this Ordinance.

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

Section 1. The City shall set a budget of \$289,700.09 from the General Fund Reserves for the splash pad construction at Wendy Swan Memorial Park.

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 3. All ordinances and codes, or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters resolved herein.

Section 4. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City hereby declares that this Ordinance would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 7. This Ordinance shall be effective upon the date of final adoption hereof and any publication required by law.

PASSED ON FIRST READING, the 22<sup>nd</sup> day of February 2022.

PASSED ON FINAL READING, the 1<sup>st</sup> day of March 2022.

CITY OF SCHERTZ, TEXAS

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Mayor

ATTEST:

---

City Secretary

(CITY SEAL)

## CITY COUNCIL MEMORANDUM

**City Council Meeting:** March 1, 2022

**Department:** Parks, Recreation & Community Service

**Subject:** Resolution No. 22-R-01 - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas authorizing the permanent closure of Wendy Swan Memorial Park Pool, and its conversion to a splashpad feature, and awarding the contract for construction to T.F. Harper & Associates, L.P. in an amount not to exceed \$297,350.09. (B. James/L. Shrum)

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### BACKGROUND

The Wendy Swan Memorial Park Pool was formerly an HOA-owned pool in the Northcliffe subdivision and as such was only designed to serve a small amount of people at one time. The capacity of the pool area is 50 people, but the pool rarely reaches capacity. Its small size does not afford a lot of opportunities for activities, so it is not as in demand as our other pools. When the pandemic hit in March 2020 there were capacity limits placed on facilities including outdoor pools, and the 25% capacity allowed at the start of the summer would have only allowed 12 people to enter the pool. City staff and YMCA staff (who are contracted to manage the outdoor pools) deemed it not feasible to open Wendy Swan Memorial Park Pool at that time.

City staff began researching the idea of converting the small residential-sized pool into a splash pad utilizing the existing filtration equipment which is in fairly good condition. City staff reached out to multiple vendors (T.F. Harper & Associates, Kraftsman, and Vortex) and explored various ways to build the splashpad in an affordable way. The proposed small splash pad will fit into the existing footprint of the old pool, will utilize the existing restrooms and covered porch area, and the fence will come down for access. Currently, the pool is only open from Memorial Day Weekend through the start of the school year in August. Converting to a splash pad would eliminate the need for the facility to have lifeguards and thus allow for an extended season of March - October.

In July 2021 city staff sent out approximately 3,000 postcards to residents in the northern Schertz neighborhoods advertising a public input meeting on the possible conversion to a splashpad. On Monday, July 19 the public input meeting was held at the North Center and 8 residents attended with mixed responses. About half seemed in support of the conversion, while half did not. On July 26, the Parks & Recreation Advisory Board discussed the pool and possible conversion to a splashpad and requested a postcard be sent out to direct residents to a poll to choose a splash pad design. The board also made a motion to convert the pool to a splash pad at Wendy Swan Memorial Park and the motion passed with 7 ayes, 0 nays, 0 abstains.

In September 2021, city staff sent out approximately 3,000 postcards to residents in the northern Schertz neighborhoods directing them to a link for feedback on the different splash pad design options per the Parks & Recreation Advisory Board's request. There were 254 responses with Design Option #3 receiving 50.8% of the votes. The results of the survey were reviewed and discussed at the Parks & Recreation Advisory Board at their meeting on September 27, 2021 and there was consensus to move forward to council with Design Option #3.

## **GOAL**

The goal is to permanently close the pool at Wendy Swan Memorial Park and to convert the existing space to a splashpad feature utilizing the existing filtration equipment. This resolution also awards the construction contract to T.F. Harper & Associates, LP, a BuyBoard vendor, to construct the splashpad.

## **COMMUNITY BENEFIT**

The community will benefit from this conversion by having a new splash pad that has open public access and an extended public season. The only splash pad that is currently in the city is integrated with the Recreation Center and Aquatic Center and there is currently a fee associated with accessing that splash pad. Instead of the existing facility only being utilized May – August from 12-7 pm, this new facility will be open March – October from 9 am - 9 pm. In addition, non-swimmers can utilize this facility, so many families with young children will benefit from this facility conversion. The small splash pad would utilize the existing filtration equipment and incorporate the existing restroom facility and porch overhang for potential birthday party rentals. There is also an existing picnic pavilion behind the restrooms that would be more desirable for party rentals if the pool was converted to a splash pad.

## **SUMMARY OF RECOMMENDED ACTION**

Approve Resolution 22-R-01.

## **FISCAL IMPACT**

The cost for construction of Splashpad Design #3 is quoted at \$263,363.72. A 10% contingency is being added at \$26,336.37 and a payment/performance bond of \$7,650 for a total amount not to exceed of \$297,350.09. Since the cancellation of the pool management contract with the YMCA for the Wendy Swan Memorial Park Pool in May 2021 (Resolution 21-R-35), the annual savings to the city is \$71,952 per year. City staff is proposing to construct the splash pad utilizing reserve funds and the savings from the cancellation of the management contract, would pay back the reserve fund in 4 years.

T.F. Harper & Associates, L.P., a BuyBoard purchasing cooperative member, was selected as the vendor due to their long company history in the park and playground industry (50 years), their history of successful project completions in the City of Schertz (Ashley Park, Mary Whitfield Burks Park, and the YMCA/Recreation Center splashpad), the affordability of the improvements, and the quality of workmanship that city staff has witnessed in previous projects. City staff also reached out to another area company in the park and playground construction industry, Kraftsman, and the pricing was comparable. City staff also reached out to Vortex which is a manufacturer of water play features and coordinates with local commercial pool contractors to install their products. Commercial pool contractors really focus on the residential market and city staff was not comfortable moving in that direction for this project.

The quote, provided by TF Harper, is being provided in accordance with BuyBoard contract 581-19. BuyBoard has confirmed the pricing and scope of services are in accordance with the terms of the agreement.

## **RECOMMENDATION**

Approve resolution 22-R-01.

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## **Attachments**

Resolution 22-R-01 Wendy Swan splash pad

Splash Pad Quote and Rendering

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## **RESOLUTION NO. 22-R-01**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING THE PERMANENT CLOSURE OF WENDY SWAN MEMORIAL PARK POOL AND ITS CONVERSION TO A SPLASHPAD FEATURE, AND AUTHORIZING A PURCHASE IN EXCESS OF \$50,000, AND AWARDING THE CONTRACT FOR CONSTRUCTION TO T.F. HARPER & ASSOCIATES, A BUYBOARD PURCHASING COOPERATIVE VENDOR, IN AN AMOUNT NOT TO EXCEED \$289,700.09.**

WHEREAS, city staff researched splash pad options utilizing the existing pool filtration equipment to maximize operating hours and season length for a water feature at Wendy Swan Memorial Park; and

WHEREAS, city staff gathered resident feedback on the proposed pool conversion to a splashpad via mailed postcards, voting on an online poll, social media posts, and a public input meeting; and

WHEREAS, the Parks & Recreation Advisory Board made a motion at their July 26, 2021 meeting to approve the pool conversion to a splashpad and that motion carried; and

WHEREAS, city staff proposes to construct the splashpad utilizing reserve funds and the savings from the cancelled YMCA management agreement for the Wendy Swan Memorial Park Pool totals \$71,952 annually, and will repay the reserve fund in 4 years;

WHEREAS, the city has a policy to seek authorization for purchases in excess of \$50,000 with a single vendor and the BuyBoard quote totals \$263,363.72 plus a 10% contingency of \$26,336.37 for a total amount not to exceed \$289,700.09; and

WHEREAS, the BuyBoard National Purchasing Cooperative is a national online purchasing cooperative formed between the National School Boards Association and several state school boards associations, developed to comply with state laws which require government entities to make purchases through a competitive procurement process; and

WHEREAS, BuyBoard gives public entities the advantage of leveraging the cooperative's ability to obtain bulk discounts, combined with the ease of online, web-based shopping and ordering; and

WHEREAS, purchases under the cooperative programs meet the requirements under the Texas Local Government Purchasing Code rule for cooperative purchases as adopted by the City of Schertz Resolution 11-R-41 on August 30, 2011 amending the City's purchasing policy.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

Section 1. The City Council hereby authorizes the permanent closure of Wendy Swan Memorial Park Pool and its conversion to a splashpad feature, and authorizes expenditures in excess of \$50,000, and awards the contract to T.F. Harper & Associates, a BuyBoard Purchasing Cooperative vendor, in an amount not to exceed \$289,700.09 for construction of the splash pad (in attached Exhibit A.)

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

Section 7. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND ADOPTED, this 1<sup>st</sup> day of March, 2022.

CITY OF SCHERTZ, TEXAS

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Ralph Gutierrez, Mayor

ATTEST:

---

Brenda Dennis, City Secretary

(CITY SEAL)

**EXHIBIT A**  
**CONTRACT WITH T.F. HARPER & ASSOCIATES**



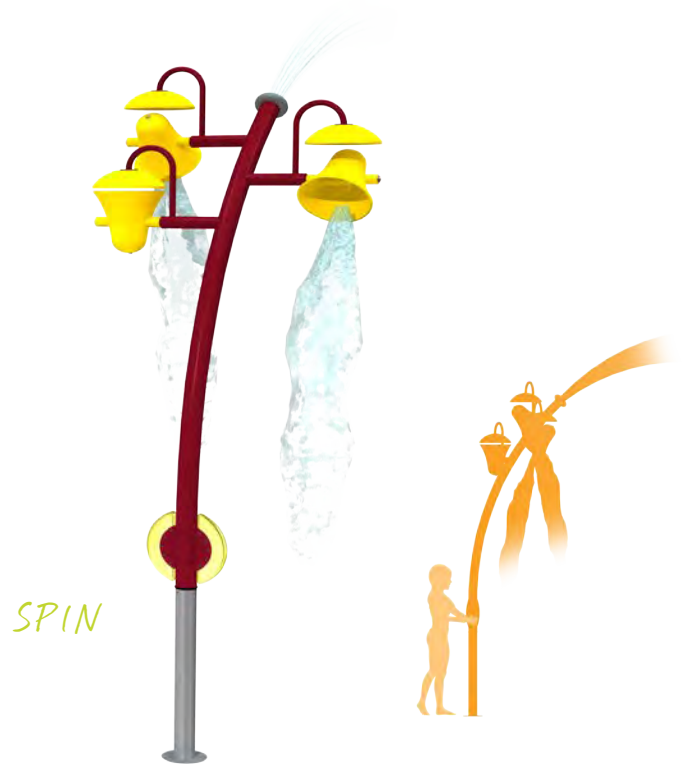
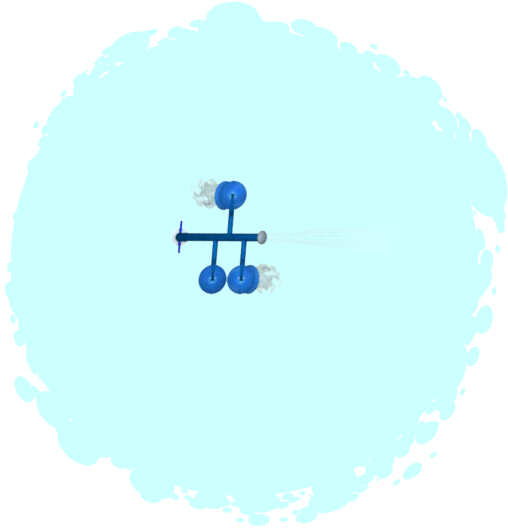
BUDGET #: 12132021-AS  
DATE: 2/2/2022

DATE: 2/2/2022

QTY	DESCRIPTION OF EQUIPMENT	UNIT COST	TOTAL COST
1	<u>Demo of Wading Pool:</u> Remove fence, remove concrete sidewalk, remove coping and 6" of pool wall, & knock holes in the bottom of the pool for drainage		\$ 7,191.25
	Add new soil & sod to wading pool area (575 sq. ft.)		\$ 2,926.75
1	Demo of Swimming Pool: Remove concrete sidewalk, remove coping and 6" of pool wall, & knock holes in the bottom of the pool for drainage		\$ 13,671.45
	Add new soil & sod to pool area (3595 sq. ft.)		\$ 14,429.03
1	Demo existing pump enclosure, Provide and Install new 10'x20' metal Alongquin Americana cover with 8' siding as exterior walls and gate to match main building		\$ 28,884.60
	<u>New Splash Pad</u>		
1	0010-1487 Sneaky Spin Soaker 3 (left with buckets)	\$ 6,132.00	\$ 6,132.00
4	0010-7504 4x Solo Spurt nozzles (left on rendering)	\$ 1,565.00	\$ 6,260.00
1	0010-3573 Spin Splasher (center green in rendering)	\$ 4,205.00	\$ 4,205.00
4	0010-0507 - playPhase Base (needed for feature installation)	\$ 535.00	\$ 2,140.00
1	0010-7701 FS Archie (top right in rendering shown as red)	\$ 3,660.00	\$ 3,660.00
1	0010-0485 FS Funbrella (right with yellow base)	\$ 995.00	\$ 995.00
5	0010-7485 Ground Spray Straight Up (center area on rendering)	\$ 695.00	\$ 3,475.00
1	0010-1854 Activator Power Post (can be placed anywhere for access)	\$ 1,910.00	\$ 1,910.00
1	0010-2248 Vak Pak WTS Controller	\$ 6,710.00	\$ 6,710.00
1	0010-2614 - Manifold 12V 4 Header 6 Port	\$ 9,435.00	\$ 9,435.00
2	DRA - 00003 Drain 12" Square	\$ 330.00	\$ 660.00
1	Equipment skid (CB1020 Above Grade IWF Equipment Cabinet System, 2" Multiport Valve on Sand Filter, 2" Return w/ UV Light, Flowmeter and Chemical Injection Points before 2" Actuated 3 Way Valve for Rotation between a 2" Tank return and a 2" Sch. 80 Discharge to WP Manifold w/ 10 - 1" & 2 - 1.5" Solenoid ball valave returns, 2" manual bypass, and VFD on pump)	\$ 65,776.78	\$ 65,776.78
1	Installation of all items above, assuming correct plumbing and electrical is on site		\$ 37,388.46
1	Construction of new concrete slab, 2500 PSI, 5" thick, 25' x 25' w/ 5' spray free area (30' x 30' Total), #4 rebar on 12" centers each way, 6" crushed stone base		\$ 27,343.75
1	625 sq ft of NON-SLIP Concrete Surfacing		\$ 9,574.65
1	Freight	\$ 7,750.00	\$ 7,750.00
	Sealed Engineered Plans for Permitting		\$ 5,450.00
		<b>Buyboard Discount Coefficient</b>	<b>0.99 \$ (2,605.00)</b>
		If P&P Bond is required, Add \$7,650	
		<b>TOTAL</b>	<b>\$ 263,363.72</b>

Thank you for giving us the opportunity to quote this equipment.  
Ariel Smith

# OPTION 3



## SNEAKY SPIN SOAKER 3

### PLAY ZONES

0 - 4

5 - 8

9 +

### HIGHLIGHTS

A new spin on our sneaky splash! The Sneaky Spin Soaker 3 features an AquaLume™ handle that lets waterplayers rotate the feature as it spills and dumps water.

#### WATER DISPLAY

spray and splash effect



high action



interactive



360° rotation

#### PRODUCT COLLECTION

Kaleidoscope, Play Pals

#### COLOURS

See Waterplay Colour Collections



See Specification Sheet for product data.



## SPIN SPLASHER

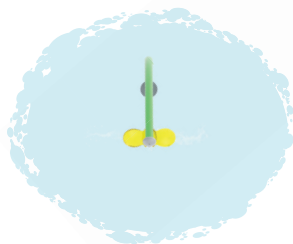
0010-3573

**PRODUCT LINE** Freestanding Play

**CATEGORY** Soakers & Spinners

### PLAY OPPORTUNITIES

Water bounces on the giant pinwheel before splashing those underneath! The translucent AquaLume™ spinner draws light into the cascading water for an effect both beautiful and playful.



### PLAY-BASED LEARNING



COGNITIVE



CREATIVE



PHYSICAL

Play is fundamental in childhood development, health and wellbeing. Waterplay products are designed using research that supports cognitive, social and emotional, creative and physical growth. The above icons represent the leading attributes associated with this play feature.

### PLAY ZONES

DEVELOPMENT

DISCOVERY

EXPLORATION

ADVENTURE

**playPHASE™**

Detachable Mounting System

**INSTALLATION**

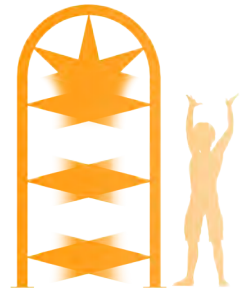
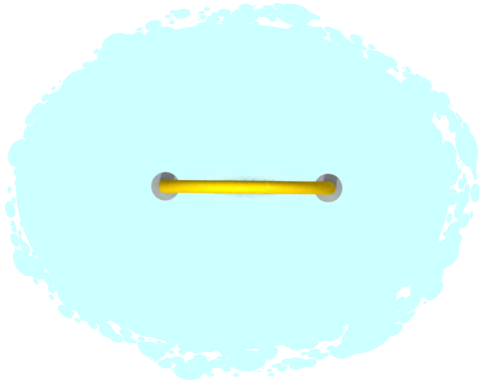
Zero-depth + Wading Pool

**WATER EFFECT**

Splash & Spray

**waterplay® solutions corp.**

1.800.590.5552 (USA & CAN) | +1 (250) 712.3393 (INTL)  
info@waterplay.com | www.waterplay.com



## ARCHIE

### PLAY ZONES

0 - 4

5 - 8

9 +

### HIGHLIGHTS

Water sprays from all directions as waterplayers pass through Archie's tall loop. Pair with other arches and soakers for an action packed adventure.

#### WATER DISPLAY

spray effect



high action



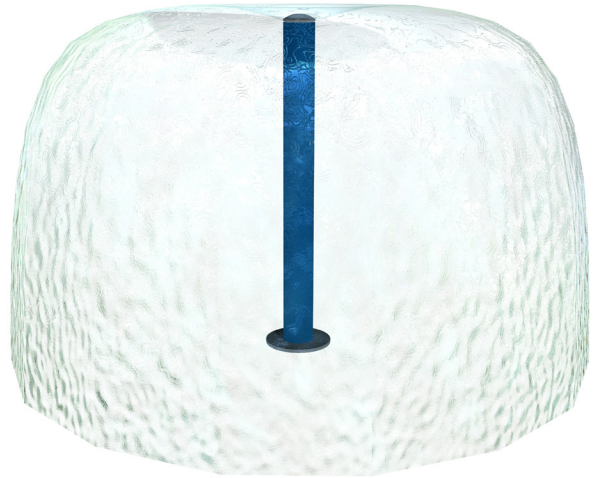
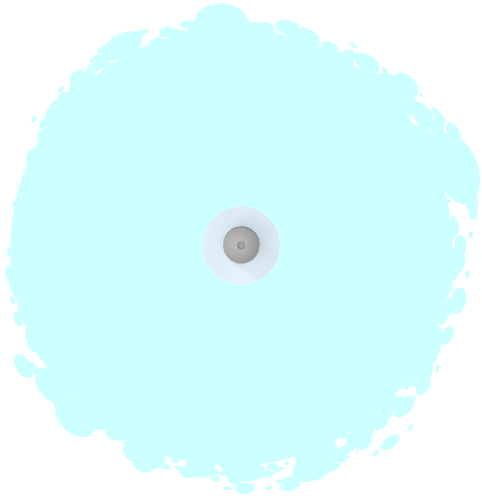
collaboration

### PRODUCT COLLECTION

Kaleidoscope

### COLOURS

See Waterplay Colour Collections



## FUN-BRELLA

### PLAY ZONES

0 - 4

5 - 8

9 +

### HIGHLIGHTS

The Fun-Brella features a unique laminar water effect that fascinates curious minds. Waterplayers love to run fingers through or huddle under the Fun-Brella's shield of water.

#### WATER DISPLAY

laminar effect



gentle water effect



collaboration



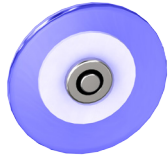
discovery play

#### PRODUCT COLLECTION

Play Pals

#### COLOURS

See Waterplay Colour Collections



PUSH



## POWER POST

### PLAY ZONES

0 - 4

5 - 8

9 +

### HIGHLIGHTS

Get the water flowing with the Power Post. This classic park activator increases interactivity while helping optimize water use on the play pad.



interactive



AquaLume™



water smart

### PRODUCT COLLECTION

Play Pals

### COLOURS

See Waterplay Colour Collections



**CITY COUNCIL MEMORANDUM**

**City Council Meeting:** March 1, 2022  
**Department:** Public Works  
**Subject:** Resolution 22-R-25- Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas authorizing an Inter-Local Governmental Agreement between the County Of Guadalupe, Texas and City of Schertz, Texas for the reconstruction of Eckhardt Road/Green Valley Road, and other matters in connection herewith. (C. Kelm/S. Williams/D. Letbetter)

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**BACKGROUND**

Eckhardt Road/Green Valley Road have deteriorated beyond routine maintenance and was identified by the City as requiring reconstruction. However, funding constraints have prohibited the City from addressing the road to the level it requires. The cost savings opportunity of an Inter-Local Agreement presented itself between the City and the County to repair the roadways. The City will provide funding for the reconstruction work to include 11,000 linear feet of Eckhardt Road/Green Valley Road beginning at Park Leaf and ending at Engel. The County will provide the labor and equipment for this project to include milling and applying a two course surface treatment.

**GOAL**

To enter into an Inter-Local Agreement with Guadalupe County to reconstruct Eckhardt Road/Green Valley Road that will result in improve the safety of the driving conditions and enhance the driving experience for the users of this roadway.

**COMMUNITY BENEFIT**

The reconstruction of Eckhardt Road/Green Valley Road will provide a safer and more desirable driving experience at a reduced cost and expedited schedule through execution of this agreement.

**SUMMARY OF RECOMMENDED ACTION**

This partnership between Guadalupe County and the City of Schertz provides an opportunity for the two entities to work together and reconstruct Eckhardt Road/Green Valley Road sooner than expected and at a reduced cost.

**FISCAL IMPACT**

The fiscal impact will be \$125,620.72 and is funded in the Streets FY 21-22 budget.

**RECOMMENDATION**

Staff recommends City Council approve of the City entering into the Inter-Local Agreement with Guadalupe County for said roadwork.

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**Attachments**



# Guadalupe County

## Road & Bridge Department



Mark Green, Administrator

Douglas Burnside, Assistant Administrator

THE STATE OF TEXAS  
THE COUNTY OF GUADALUPE

February 17, 2022

### INTER-LOCAL GOVERNMENTAL AGREEMENT BETWEEN THE COUNTY OF GUADALUPE, TEXAS AND CITY OF SCHERTZ, TEXAS

This agreement is entered into by the County of Guadalupe, a political subdivision of the State of Texas, hereinafter referred to as "County", and the City of Schertz, a municipal corporation situated in Guadalupe County, Texas, hereinafter called "City". Authority is granted pursuant to Section 251.012, Texas Transportation Code and Section 791.032, Texas Government Code.

**WHEREAS**, County agrees to enter into an Inter-Local Governmental Agreement with the City for the purpose of improvements to the following roads: Green Valley Rd / Eckhardt Rd, located within the limits of City. The specific portions of said road are reflected on the map attached hereto and made a part hereof as Exhibit "A".

#### Guadalupe County agrees to perform as follows:

1. To work in a cooperative manner with City in the scheduling and completion of the project subject to this agreement;
2. Reconstruct Green Valley Rd / Eckhardt Rd within the area covered under the City of Schertz.
3. Reconstruction will include milling existing roadway, approximately 11000 linear feet (See Exhibit A).
4. Installing Lime Kiln Dust and ASP-200 Additive. Compact moisturize during cure time.
5. Fine grade, prime with AEP-Emulsion.
6. Place 2-Course Surface Treatment, including CHFRS-2P, Grade 4 non-coated 1<sup>st</sup> Course, Grade 4 Pre-coated 2<sup>nd</sup> Course.
7. All work to be performed utilizing County Equipment and Labor.

#### City agrees to perform as follows:

1. To work in a cooperative manner with County in the scheduling and completion of the project subject to this agreement;
2. Pay to Guadalupe County, monies described in Exhibit "A" for materials needed to perform projects as described.
3. Request required Utility Locates for the project area and schedule relocation of utilities if needed.

No amendment, modification or alteration shall be binding unless the same is in writing, dated subsequent to the date hereof and duly executed by the parties hereto.

In case any one or more of the provisions contained in this agreement shall for any reason be held to be invalid, illegal or unenforceable, it shall not affect any other provisions hereof and this agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

This agreement constitutes the sole and only agreement of the parties hereto and supersedes any prior understandings or written or oral communications between the parties respecting the subject matter.

Passed and approved on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

#### CITY OF SCHERTZ

By: \_\_\_\_\_

Ralph Gutierrez  
Mayor

Attest: \_\_\_\_\_

Brenda Dennis  
City Secretary

#### GUADALUPE COUNTY

By: \_\_\_\_\_

Kyle Kutscher  
County Judge

Attest: \_\_\_\_\_

Teresa Kiel  
County Clerk

# Exhibit A

11,000 Feet  
at a cost of  
\$125,620.72

0 1,000 2,000 3,000 4,000 5,000 Feet

**RESOLUTION NO. 22-R-25**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS  
APPROVING AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF SCHERTZ,  
TEXAS AND GUADALUPE COUNTY, TEXAS FOR THE RECONSTRUCTION OF  
ECKHARDT ROAD/GREEN VALLEY ROAD, AND OTHER MATTERS IN  
CONNECTION THEREWITH**

**WHEREAS**, The City staff of the City of Schertz (the “City”) recommends that the Mayor and Council approve the InterLocal Agreement (ILA) between the City of Schertz and Guadalupe County for said roadwork; and

**WHEREAS**, The City of Schertz will provide the funding for the materials and Guadalupe County will provide labor and equipment for the said roadwork;

**WHEREAS**, The roadways will be completed this spring and improve travel for drivers by providing a smoother and safer roadway surface;

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS  
THAT:

Section 1. The City Council hereby authorizes the City Manager to execute and deliver the Inter-Local Agreement with Guadalupe County.

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America

Section 5. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

Section 7. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND ADOPTED, this 1st day of March 2022.

CITY OF SCHERTZ, TEXAS

---

Ralph Gutierrez, Mayor

ATTEST:

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Brenda Dennis, City Secretary

(CITY SEAL)



**CITY COUNCIL MEMORANDUM**

**City Council Meeting:** March 1, 2022

**Department:** City Secretary

**Subject:** Resignations and Appointments to Boards/Commissions/Committees - Consideration and/or action regarding resignations and appointments to various Boards/Commissions/Committees. (Council/B. Dennis)

- Resignation of Mr. Jesse Gonzales - Planning & Zoning Commission
- Appointment of Mr. Roderick Hector to the Regular Position on Planning & Zoning Commission, previously held by Commissioner Earl Platt

---

**BACKGROUND**

City Secretary's office has received notice of the resignation of Mr. Jesse Gonzales of the Planning and Zoning Commission. The City Secretary's office also received an email from the Chair of the Planning and Zoning Commission, Mr. Glen Outlaw to appoint Mr. Roderick Hector as a regular member.

Staff recommends accepting the resignation of Mr. Jesse Gonzales and appoint Mr. Roderick Hector to the Planning and Zoning Commission.

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## CITY COUNCIL MEMORANDUM

**City Council Meeting:** March 1, 2022  
**Department:** Executive Team  
**Subject:** Resolution No. 22-R-27 - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas authorizing the allocation of the American Rescue Plan Act of 2021 (ARPA) funds for the Schertz Small Business Grant Program. (M. Browne)

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### BACKGROUND

The American Rescue Plan Act (ARPA) authorized public grants to businesses to help recover losses during the COVID Pandemic. The act requires businesses to demonstrate that they suffered loss during the COVID pandemic and specifies that the losses incurred were from March 2021 forward.

When considering the allocation of ARPA funds, the City of Schertz approved up to \$1M in grants to Schertz businesses as part of its total allocation. The City also formed a 5-person committee consisting of two council members, the mayor, The Chamber President, and the Economic Development Director. The committee was tasked with reviewing applications and to determine the grant amounts awarded based on submitted documentation.

Accordingly, the City established an application form (example in your packet) and a process to apply for the funds. The application window opened on October 1, 2021 and closed on December 1, 2021. A total of 56 applications were received and considered by the committee.

Council approved an initial award of \$302,500 for 22 applicants on January 11, 2022. Requests for more information and documentation regarding actual losses went out to the remaining applicants.

At this meeting, the committee is recommending the Council consider 15 applications for approval and award of \$129,000. Each of these applicants met the required standard for submission of documentation that they suffered loss during the Covid-19 pandemic. The committee then determined the appropriate level of award. A list of all the applications and amounts suggested for award is included in Council's packet as Attachment A.

Nineteen applications did not meet the criteria and will not be awarded funds. The principal reason that these applicants did not meet the criteria is that they either did not provide the required documentation or they could not be verified as a business in the City of Schertz. A list of the nineteen applicants is included in Council's packet as Attachment B.

In terms of record keeping, to meet the intent of ARPA, the city is required to collect the following data:

1. A brief description of the structure and objectives of the assistance program (e.g., grants for additional costs related to Covid-19 mitigation)
2. Number of small businesses served by the program
3. Description of the City's approach to ensuring that aid to small businesses responds to negative economic impact of Covid-19.

The City has complied with all three of these requirements by asking the businesses to demonstrate losses during the pandemic and that any purchases made to assist with those losses were incurred after March 1, 2021. The businesses were required to submit documentation of their losses so the committee could determine an appropriate award amount. A file has been established for each applicant with the application and documentation that would be needed in case an audit occurs.

Grant recipients under the Schertz program are classified as “beneficiaries” and not “subrecipients” (which have a higher degree of ensuring compliance with ARPA). Thus, Schertz does not have a monitoring requirement for their use of the funds beyond the three types of data collection mentioned earlier in this memo.

#### **GOAL**

The goal was to help Schertz businesses recover from the COVID crisis and emerge stronger and better prepared for the future.

#### **COMMUNITY BENEFIT**

The benefit to the community is that businesses would be assisted in their efforts to recover losses during the pandemic and remain as viable businesses for the future in Schertz.

#### **SUMMARY OF RECOMMENDED ACTION**

Approve the award of grants to businesses in Schertz as determined by the committee.

#### **FISCAL IMPACT**

The awarded funds do not come out of Schertz’s tax revenue but come out of the allocation of funds from the ARPA total for the City of Schertz.

#### **RECOMMENDATION**

Staff recommends Council approves Resolution 22-R-27 and award \$129,000 to the 15 Schertz businesses.

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#### **Attachments**

Schertz Small Business Grant Guidelines and Application Form  
22-R-27 ARPA Business Grant Funds

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# AMERICAN RESCUE PLAN ACT

## SMALL BUSINESS GRANT GUIDELINES

### BACKGROUND

The 117th United States Congress passed a \$1.9 trillion economic stimulus bill called The American Rescue Plan Act of 2021 ("ARPA") which was signed into law by President Biden on March 11, 2021. ARPA will deliver \$350 billion for eligible state, local, territorial, and Tribal governments.

The City of Schertz will be awarded a total of \$10,417,416.86 from ARPA. This amount will be delivered in two equal disbursements or tranches and will equate to \$5,208,708.43 per tranche. The following is a timeline of discussions:

- June 17, 2021—Initial ARPA Workshop Discussion with City Council
- August 6, 2021—Budget Retreat with City Council whereby staff received guidance on allocation of ARPA funds
- August 24, 2021—Council approved Resolution 21-R-85 authorizing approval of the allocation of funds from ARPA

### SMALL BUSINESS GRANT ALLOCATION

As outlined in Resolution 21-R-85, the First Tranche Disbursement of Funds includes Category 2 whereby \$1,000,000 has been allocated for small businesses to addresses negative economic impacts caused by the public health emergency.

### SMALL BUSINESS GRANT FUNDING

Per the Federal grant guidelines, the applicant is required to explain the losses the business experienced since the beginning of the pandemic (March 2020) as well as provide documentation of said loss. Ex: Letter of loss, general ledger information, receipts, income statements.

The applicant will also be required to explain what the grant funds would be used for by briefly describing expenditures or proposed expenditures and providing documentation. Note: If applying for funds to cover expenditures already made, please be aware that only purchases made on or after March 1, 2021 are eligible.

For information on eligible uses and restrictions of the ARPA grant funds, please refer to the *Department of Treasury's Interim Final Rule* Sections II, *Eligible Uses* (pages 10-77) and III, *Restrictions on Use* (pages 78-99). This document is provided as a link on our website.

### APPLICATION TIMELINE

Applications will be accepted ONLINE ONLY from Friday, October 1, 2021 through Wednesday, December 1, 2021 at 5:00 PM. (No late submissions will be accepted).

### GRANT COMMITTEE

The ARPA Grant Committee is comprised of the Mayor, City Manager, two Councilmembers, EDC Director, and The Chamber President.

### AWARD PROCESS TIMELINE

The ARPA Grant Committee will meet to review applications and will submit their recommendations of award amounts to City Council for approval. Applicants will be notified as soon as possible after City Council approval.

### HOW TO APPLY

Apply electronically by completing the *Small Business Grant Application*. By electronically submitting the *Small Business Grant Application*, the applicant certifies that they will utilize the ARPA funds awarded by the City of Schertz for the sole purpose as outlined in the application.

### QUESTIONS?

For questions regarding the application process, please contact Cyndi Simmons, Administrative Assistant, City Management Office at 210-619-1000 or [csimmons@schertz.com](mailto:csimmons@schertz.com).

# AMERICAN RESCUE PLAN ACT

## SMALL BUSINESS GRANT APPLICATION

1. Name of Business

2. Address

3. Type of Business

Restaurant

Service

Retail

Manufacturing

Non-Profit

Home-Based

Other (Please explain)

4. Point of Contact

Phone

Email

5. Per the Federal grant guidelines, we need to know what loss(es) your business experienced since the beginning of the pandemic (March 2020). Briefly describe the loss below and attach documentation of loss. Ex: Letter of loss, general ledger information, receipts, or income statement.

6. What specifically have you spent funds on or propose to spend funds on? Briefly describe expenditures or proposed expenditures below and attach documentation. Note: If applying for funds to cover expenditures already made, please be aware that only purchases made on or after March 1, 2021 are eligible.

7. How much grant funding are you requesting?

### APPLICATION PERIOD

Friday, October 1, 2021 through  
Wednesday, December 1, 2021 at 5:00 PM  
*No late submissions will be accepted*

### AWARD PROCESS

The ARPA Grant Committee will meet to review applications and will submit their recommendations of award amount to City Council for approval. Applicants will be notified as soon as possible after City Council approval.

### ATTESTATION

By electronically submitting this *Small Business Grant Application*, I hereby certify that I will utilize the American Rescue Plan Act funds awarded by the City of Schertz for the sole purpose as outlined in Question 7 of this application and the attached documentation describing the proposed expenditures.

*Electronic Signature*

### FOR CITY USE ONLY

Award Amount Granted \_\_\_\_\_

Date Approved by City Council \_\_\_\_/\_\_\_\_/\_\_\_\_

## **RESOLUTION NO. 22-R-27**

### **A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING THE ALLOCATION OF THE AMERICAN RESCUE PLAN ACT OF 2021 (ARPA) FUNDS FOR THE SCHERTZ SMALL BUSINESS GRANT PROGRAM**

**WHEREAS**, The 117th United States Congress passed a \$1.9 trillion economic stimulus bill called The American Rescue Plan Act of 2021 ("ARPA") which was signed into law by President Biden on March 11, 2021. ARPA will deliver \$350 billion for eligible state, local, territorial, and Tribal governments; and

**WHEREAS**, the City of Schertz was awarded a total of \$10,417,416.86 from ARPA. This amount will be delivered in two equal disbursements or tranches and will equate to \$5,208,708.43 per tranche; and

**WHEREAS**, the City of Schertz City Council approved Resolution No. 21-R-85 authorizing approval of the allocation of funds for the American Rescue Plan Act of 2021; and

**WHEREAS**, As outlined in Resolution 21-R-85, the First Tranche Disbursement of Funds includes Category 2 whereby \$1,000,000 has been allocated for small businesses to addresses negative economic impacts caused by the public health emergency; and

**WHEREAS**, the Application process and timeline regarding the Small Business Grant funding was published on the City of Schertz website; and

**WHEREAS**, per the Federal grant guidelines, the applicant was required to explain the losses the business experienced since the beginning of the pandemic (March 2020) as well as provide documentation of said loss. Ex: Letter of loss, general ledger information, receipts, income statements; and

**WHEREAS**, the applicant was also required to explain what the grant funds would be used for by briefly describing expenditures or proposed expenditures and providing documentation; and

**WHEREAS**, the applications were accepted ONLINE ONLY from Friday, October 1, 2021, through Wednesday, December 1, 2021, at 5:00 PM; and

**WHEREAS**, the applications were required to operate within the Schertz city limits; and

**WHEREAS**, an ARPA Grant Committee comprised of the Mayor, two Councilmembers, EDC Director, and The Chamber President was formed to meet and review applications submitted and submit their recommendations of award amounts to City Council for approval; and

**WHEREAS**, the ARPA Grant Committee submits the following document in Attachment A for Council consideration.

**WHEREAS**, nineteen applications did not meet the criteria and, therefore, will not be granted an award amount as outlined in Attachment B; and

**NOW THEREFORE, BE IT RESOLVED, THAT THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:**

Section 1. The City Council hereby approves distribution of One Hundred Twenty-Nine Thousand Dollars and no cents (\$129,000) from the ARPA Schertz Small Business Grant Allocations to the fifteen businesses and amounts set forth on Attachment A:

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

Section 7. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND ADOPTED, this 1<sup>st</sup> day of March 2022.

CITY OF SCHERTZ, TEXAS

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Ralph Gutierrez, Mayor

ATTEST:

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Brenda Dennis, City Secretary

(CITY SEAL)

### Attachment A

	<b>Name of Business</b>	<b>Amount Suggested by Subcommittee</b>
1	Alamo Driving School	<b>\$1,000</b>
2	Stars Cheer and Tumbling	<b>\$1,000</b>
3	Terrific Massage & Wellness Spa	<b>\$1,000</b>
4	Big Papa's Pizza & Sports	<b>\$1,000</b>
5	School (Melissa Valdez)	<b>\$1,000</b>
6	Operation Total Leadership	<b>\$1,000</b>
7	Highlander Center	<b>\$1,000</b>
8	KJMS of Schertz	<b>\$18,500</b>
9	About Face Nutrition	<b>\$12,500</b>
10	Apple Dental	<b>\$21,000</b>
11	Authentic Cuts	<b>\$11,500</b>
12	Good Shepherd Columbus Club	<b>\$20,000</b>
13	HP Printing	<b>\$17,000</b>
14	Ready 2 Grow	<b>\$10,000</b>
15	Wall to Wall Beauty Supply	<b>\$11,500</b>
	<b>TOTAL</b>	<b>\$129,000</b>

## Attachment B

	<b>Name of Business</b>
1	Alvarado Painting Inc.
2	Quality Response Medical Staff
3	Anderson Athletics
4	Barger Law Firm
5	Dr. Paint
6	Children Learning Center
7	Glam Collection
8	2cd Home Learning Center
9	Southern Charm
10	Pierre Gee-Tucker
11	Nicole Kazar
12	Kai's Machinery
13	Emilie's Hair & Nails
14	Training NextGen
15	HN Investment
16	Melvin S. Cleaning Service
17	Kristofer Darrow Home Repair
18	Spherical Imaging
19	Vinyl-Ly Things

## CITY COUNCIL MEMORANDUM

**City Council Meeting:** March 1, 2022  
**Department:** Public Works  
**Subject:** Ordinance No. 22-T-09 - Consideration and/or action approving an Ordinance by the City Council of the City of Schertz, Texas, authorizing an adjustment to the Fiscal Year 2021-2022 Budget to provide funding for the Civic Center HVAC Replacement Project, repealing all ordinances or parts of ordinances in conflict with this ordinance; and providing an effective date. (*First Reading*) (C. Kelm/S. Williams/S. McClelland)

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### BACKGROUND

The Schertz Civic Center has been providing rental space for the community since 2006. Recently, the HVAC system in the facility began experiencing outages and performance and reliability issues. In addition to having the City's on-staff HVAC Technician diagnose the ongoing issues, the City also entered into a task order with M&S Engineering (one of the City's on-call engineering firms) to do a full redesign of the facility's HVAC system.

The new system being proposed for the Civic Center is a system that is more conventional for a facility of this size. New package units will be installed on-grade on the exterior of the building. The variable air volume (VAV) units will be distributed to each zone within the facility by VAV terminal units. A large portion of the existing duct work will be able to remain in place allowing for less disruption within the facility during construction.

Due to long lead times, City Council approved an Ordinance and Resolution in January to fund and authorize the purchase of the HVAC equipment prior to the final design being completed. Now that the final design has been completed, this ordinance allocates funds from the Hotel Occupancy Tax reserves in order to fund the construction and installation associated with the Civic Center HVAC Replacement Project.

A separate resolution will be brought to City Council authorizing the agreement for the construction and installation necessary to complete the Civic Center HVAC Replacement Project.

### GOAL

The goal of this ordinance is to amend the fiscal year 2021-2022 budget to provide funding for the Civic Center HVAC Replacement Project.

### COMMUNITY BENEFIT

Replacing the existing HVAC system will allow the Civic Center to continue to provide high-end event rental space to the community.

### SUMMARY OF RECOMMENDED ACTION

Staff recommends that the City Council approve Ordinance 22-T-09 on first reading authorizing the budget adjustment to allow for the completion of the Civic Center HVAC Replacement Project.

**FISCAL IMPACT**

Funding (\$900,000) for the construction of the project will be paid for using existing Hotel Occupancy Tax Funds which are permitted to be used on Capital Improvements at the Civic Center.

**RECOMMENDATION**

Staff recommends that the City Council approve Ordinance 22-T-09 on first reading authorizing the budget adjustment to allow for the completion of the Civic Center HVAC Replacement Project.

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**Attachments**

22-T-09

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## **ORDINANCE NO. 22-T-09**

### **A ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING AN ADJUSTMENT TO THE FISCAL YEAR 2021-2022 BUDGET TO PROVIDE FUNDING FOR THE CIVIC CENTER HVAC REPLACEMENT PROJECT, REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT WITH THIS ORDINANCE; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, pursuant to Ordinance 21-T-38, the City Council of Schertz, Texas, (the “City”) adopted the budget for the City for the fiscal year 2021-2022 (the “Budget”), which provides funding for the City’s operations throughout the 2021-2022 fiscal year; and

WHEREAS, the City needs to authorize a budget amount of \$900,000 for the purpose of construction and installation relating to the Civic Center HVAC Replacement Project; and

WHEREAS, City Staff recommends that the City Council of the City adjust the Budget and approve the ordinance; and

WHEREAS, the City Council of the City has determined that it is in the best interest of the City to adjust the Budget and approve the budget transfer for the Civic Center HVAC Replacement Project, as more fully set forth in this Ordinance; and

WHEREAS, the City has identified a need to replace the existing HVAC system at the Civic Center; and

WHEREAS, the City has Hotel Occupancy Tax Funds available to be used on Capital Projects at the Civic Center; and

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

Section 1. The City shall transfer a budget of \$900,000 from the Hotel Occupancy Tax Fund to the Civic Center HVAC Replacement Project.

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. All ordinances, or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters resolved herein.

Section 4. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Ordinance and the application

of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Ordinance would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given, all as required by Chapter 551, Texas Government Code, as amended.

Section 7. This Ordinance shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND ADOPTED on first reading, this 1<sup>st</sup> day of March, 2022.

CITY OF SCHERTZ, TEXAS

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Ralph Gutierrez, Mayor

ATTEST:

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Brenda Dennis, City Secretary

(CITY SEAL)

## CITY COUNCIL MEMORANDUM

**City Council Meeting:** March 1, 2022

**Department:** Public Works

**Subject:** **Ordinance No. 22-T-10** - Consideration and/or action approving an Ordinance by the City Council of the City of Schertz, Texas, authorizing an adjustment to the Fiscal Year 2021-2022 Budget, of \$570,000, to provide funding for the purchase of property currently owned by Guadalupe Basin River Authority (GBRA), repealing all ordinances or parts of ordinances in conflict with this ordinance; and providing an effective date. *(First Reading)* (C. Kelm/S. Williams)

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### BACKGROUND

GBRA currently owns 3.4096 acres located at 22330 IH-35 North that was formerly used by GBRA to own and operate a wastewater treatment plant. The plant was decommissioned in 2021 and GBRA is currently selling the property and the City has an appraised value for \$698,000.

The property is in a prime location on I-35 and the City has an existing lift station at the back of the property. It is apparent this lift station will need to be expanded to accommodate growth and serve undeveloped land in Northern Schertz. The property would be advantageous for staff to use as a storage area to increase efficiencies through the reduction of windshield time, as well as reduce fuel and maintenance costs for equipment. In addition, this location could be used for additional City Facilities.

### GOAL

The goal is for the City to provide residents with appropriate levels of service while being forward-thinking and stewards of the budget by purchasing this property at a lower cost than the appraised value.

### COMMUNITY BENEFIT

Through the purchase of this property, the City will continue to provide high levels of service while being fiscally responsible and accommodating anticipated growth.

### SUMMARY OF RECOMMENDED ACTION

Staff recommends City Council approve of Ordinance 22-T-10 to adjust the budget for the purpose of purchasing the property located at 22330 IH-35 North to allow the City to accommodate anticipated growth and continue providing high levels of service while being fiscally responsible.

### FISCAL IMPACT

The fiscal impact is \$570,000 will be divided evenly between the Water/Sewer Fund and General Fund.

### RECOMMENDATION

Staff recommends City Council approve of Ordinance 22-T-10 to adjust the budget for the purpose of purchasing the property located at 22330 IH-35 North.

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## **Attachments**

Ordinance 22-T-10

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## **ORDINANCE NO. 22-T-10**

### **AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING AN ADJUSTMENT TO THE FISCAL YEAR 2021-2022 BUDGET TO PURCHASE PROPERTY FROM THE GUADALUPE-BLANCO RIVER AUTHORITY, REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT WITH THIS ORDINANCE; AND PROVIDING AN EFFECTIVE DATE**

WHEREAS, pursuant to Ordinance 21-T-38, the City of Schertz (the “City”) adopted the budget for the City for the fiscal year 2021-2022 (the “Budget”), which provides funding for the City’s operations throughout the 2021-2022 fiscal year; and

WHEREAS, the City needs to authorized budget amounts of \$570,000.00 for the purchase of property owned by the Guadalupe-Blanco River Authority (GBRA) funded from General Fund Sales taxes and the current year anticipated Water & Sewer fees; and

WHEREAS, City staff recommends that the City Council of the City adjust the Budget and approve the ordinance; and

WHEREAS, the City Council of the City has determined that it is in the best interest of the City to adjust the Budget and approve the purchase of property from GBRA as more fully set forth in this Ordinance.

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

Section 1. The City shall set a budget of \$570,000.00 in the Water & Sewer Fund for the purchase of property. The General Fund will recognize an additional \$285,000.00 in anticipated sales tax collections to be transferred to the Water & Sewer Fund for the purchase.

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 3. All ordinances and codes, or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters resolved herein.

Section 4. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City hereby declares that this Ordinance would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 7. This Ordinance shall be effective upon the date of final adoption hereof and any publication required by law.

PASSED ON FIRST READING, the 1<sup>st</sup> day of March, 2022.

PASSED, APPROVED and ADOPTED ON SECOND READING, the 8<sup>th</sup> day of March, 2022.

CITY OF SCHERTZ, TEXAS

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Mayor

ATTEST:

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City Secretary

(CITY SEAL)

CITY COUNCIL MEMORANDUM

**City Council Meeting:** March 1, 2022  
**Department:** City Secretary  
**Subject:** City Council Liaison Appointments - Discussion and possible action regarding various City Council Liaison Appointments. (Mayor/Council/B. Dennis)

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**BACKGROUND**

With the recent resignation of Councilmember Rosemary Scott, Council to review and discuss their liaison assignments on various committees, groups, boards and corporations. The purpose for this annual review is to fill any vacancies that have occurred due to her resignation. Mayor/Council to review their assignments and vacancies.

The following committees currently have vacancies:

-- Schertz Animal Services Advisory (*1 vacancy*) (*Previously held by Councilmember Scott*)  
*Councilmember Heyward also serves as an Alternate*

-- Interview Committee for Boards and Commissions (**1 vacancy**) (**Previously held by Councilmember Scott**)

**Current City Council liaison assignment committees are as follows:**

1. Schertz Animal Services Advisory Committee
2. Schertz Housing Authority Board
3. Schertz Seguin Local Government Corporation (SSLGC)
4. Interview Committee for Appointments to City Boards and Commissions
5. Cibolo Valley Local Government Corporation (CVLGC)
6. Audit Committee
7. Investment Advisory Committee Board
8. Hal Baldwin Scholarship Committee
9. TIRZ II Board
10. Main Street Committee

**GOAL**

To re-appoint vacancies for liaison positions.

**COMMUNITY BENEFIT**

N/A

**SUMMARY OF RECOMMENDED ACTION**

N/A

**FISCAL IMPACT**

None

## RECOMMENDATION

Staff recommends Council discuss the following City Liaison Assignments:

### 1. **Schertz Animal Services Advisory Committee (1 vacancy) -**

Councilmember Heyward currently serves. Need to appoint a possible alternate.

- Meets four (4) times a year or as often as needed.
- Location of Meeting: Schertz City Council Chambers Conference Room, Building 4, Schertz, TX, usually around 6:00 p.m.
- Consists of four (4) members which include: 1) *a municipal official*, 2) a licensed veterinarian, 3) a shelter operator and 4) a member of an animal welfare organization.

The members visit the animal shelter at times selected by the committee and make any recommendations concerning animal care services and shelter operating procedures to maintain compliance with guidelines found in the Health and Safety Code Chapter 823- Animal Shelters.

### 2. **Schertz Housing Authority Board (No vacancy) -** Councilmember Davis currently serves.

- Meets once a month on the second Monday.
- Location of Meeting: 204 Schertz Pkwy, Schertz, TX at 6:30 p.m.
- Consists of five (5) City Mayoral Appointed Board Commissioners responsible for establishing policies for the Housing Authority and overseeing program compliance as required by the State of Texas and HUD-US Dept. of Housing and Urban Development.

The Schertz Housing Authority administers both a public housing and Section 8 housing voucher program. The housing authority owns and manages one project which contains 76 affordable rental units. It also administers 153 Section 8 housing vouchers. Also, according to the Department of Housing and Urban Development (HUD), the housing authority is designated as 'Small', meaning it administers less than 250 units combined total of SEC 8 Vouchers and Public Housing program units.

### 3. **Schertz Seguin Local Government Corporation (SSLGC) (No vacancy) -** Councilmember Scagliola currently serves as a regular member and Councilmember Brown currently serves as an alternate.

- Meets once a month on the third Thursday.
- Location of Meeting: 108 W. Mountain Street, Seguin, TX at 1:30 p.m.
- Consists of five (5) Directors and two (2) ex officio non-voting member - one from Seguin and one from Schertz.

SSLGC is not a committee of the City of Schertz, but a separate corporation owned equally by the cities of Schertz and Seguin. The Schertz-Seguin Local Government Corporation (SSLGC) was created as a whole-sale water supply system. The Carrizo Aquifer is utilized for this purpose to benefit the cities of Schertz and Seguin. SSLGC was formed in December 1998 under Subchapter D of Chapter 431 of the Texas Transportation Code. It is governed by a board of five directors and two ex-officio appointed by the City Councils of Schertz and Seguin.

SSLGC began actual production in September 2002 and has continued to grow to serve the cities of Schertz and Seguin as their primary water source. SSLGC maintains a strong wholesale water

customer base including contracts with the Cities of Selma and Universal City as well as Springs-Hill Water Supply Corporation and the San Antonio Water System.

**4. Interview Committee for Appointments to City Boards and Commissions (1 Vacancy) -** Councilmembers Davis, Dahle currently serves as a regular member and Councilmember Scagliola currently serves as an alternate.

- Meets annually during late April or early May.
- Location of Meeting: 1400 Schertz Pkwy, Council Chambers (Bldg. 4) Conference Room at 6:00 p.m.
- Consists of five (5) members, one (1) Planning & Zoning Commission, one (1) Economic Development Corporation and three (3) Councilmembers and one (1) alternate Councilmember.

The Interview Committee is responsible for reviewing applicants from residents of the city who have expressed an interest in serving on a City Board, Committee, or Commission. After review of all the application on file and/or doing personal interviews, recommendations are submitted to the City Secretary office for notification and processing.

**5. Cibolo Valley Local Government Corporation (CVLGC) (No Vacancy) -** Councilmember Dahle serves as a regular member and Councilmember Scagliola serves currently as an alternate.

- Meets quarterly on the fourth Thursday of October, January, April, July at 9:00 a.m.
- Location of Meetings: Alternating locations: City of Schertz Council Chambers, 1400 Schertz Pkwy, and City of Cibolo Council Chambers, 200 S. Main St. at 9:00 a.m.
- Consists of four (4) directors.

Cibolo Valley Local Government Corporation filed as a domestic nonprofit corporation in the State of Texas on July 11, 2011. The purposes for which the corporation was organized were to aid and assist the cities (Schertz, Cibolo, Selma, Seguin, and Converse) in acquiring, constructing, leasing, improving, enlarging, extending, repairing, maintaining, and operating a water utility system pursuant to the provisions of Chapter 552 of the Texas Local Government Code. The current official office is located at 108 W. Mountain Street in Seguin, TX. The organization is now a separate corporation owned equally by the cities of Schertz and Cibolo.

**6. Audit Committee (No Vacancy) -** Mayor Gutierrez and Councilmembers Davis and Heyward currently serve.

- Meets annually in February or March (or as otherwise needed)
- Location of Meeting: Bldg. #2 - Administration Conference Room
- Consists of seven (7) members to include three (3) Councilmembers

The Audit Committee reviews the City's annual financial statement submitted by the auditors and recommend acceptance to the City Council. This committee also reviews proposals/bids for auditing firms when the City looks for new auditors. The seven members usually consist of the three Councilmembers, Assistant City Manager, City Manager, Finance Director and the Assistant Finance Director.

**7. Investment Advisory Committee (No Vacancy) -** Mayor Gutierrez and Councilmember Heyward currently serves.

- Meets twice annually: in December and April.

- Location of Meeting: Bldg. #2 - Administration Conference Room.
- Consists of nine (9) members: Two Councilmembers, two (2) Assistant City Managers and one (1) Executive Director EDC, City Manager, Finance Director, Assistant Finance Director and a Financial Analyst.

The Investment Advisory Committee reviews the City's investment portfolio, processes, and practices ensuring adherence to the Public Funds Investment Act and to the adopted Investment Policy. They meet twice per year and will need to be certified on the Public Funds Investment Act every other year. The Investment Policy is reviewed by Council annually and the Committee will review changes proposed by staff to make sure it is in compliance with the Public Funds Investment Act and in the best interest of the City.

**8. Hal Baldwin Scholarship Committee (No vacancy) - Councilmember Scagliola currently serves)**

- Meets as needed.
- Location of Meeting: City Council Chambers (Bldg. 4) Conference Room.
- Consists of seven members (but this varies, the committee decides who is on it, and one Councilmember is on the Committee).

The City of Schertz established the Hal Baldwin Scholarship to encourage high school seniors who are residents of Schertz to consider public service as a career path in education, local, state and/or federal government. The scholarship honors Hal Baldwin, who served the City for more than 30 years as a civic volunteer, an employee, a Councilmember, and Mayor. The Scholarship is awarded annually on a competitive basis and is open to any currently enrolled high school senior who reside in Schertz. The Scholarship Panel reviews each complete application package and submits their recommended Scholarship recipient(s)' name(s) to the Schertz City Council. The final selection is announced later during the year at a regular council meeting and checks are presented to the students. The City Manager's office serves as the liaison for this committee.

**9. TIRZ II Board (No vacancy) - Councilmembers Davis and Dahle currently serves.**

- Meets on the 2nd Tuesday's months of February 11th, April 14th, July 14th, and October 13th - Bob Andrews Conference Room 4:00 p.m.
- Consists of 11 members.

In Ordinance No. 06-T-61 dated December 19, 2006, the City created the Tax Increment Reinvestment Zone Number Two, generally referred to as the Sedona or Crossvine TIRZ. The TIRZ allows for the reimbursement of costs associated with the development of the project from property tax revenue generated by the increase in value of properties within the TIRZ. In 2008 the City Council authorized the original Development Agreement.

The project, originally named Sedona was constructed, but with the downturn in the economy, development did not continue. The project was revived by the new developer, Chris Price, as The Crossvine and construction resumed. Staff has been in discussions with the developer about the need to update documents associated with the project as a result of the changes being proposed to the project. Initially the project, as evidenced by the first phase of Sedona, was envisioned as more standard suburban subdivision with a grid pattern of lots. As is proposed now, the development includes a mix of lot and product types, curvilinear streets, drainage areas integrated as open space into the development, and unifying design elements such as fencing, open space, signage, and landscaping.

The City Council of the City of Schertz designated TAX INCREMENT REINVESTMENT

ZONE NUMBER TWO CITY OF SCHERTZ, TEXAS the Zone to enable the development of approximately 825 acres of land which may contain up to 2,200 residential units pursuant to the PUD described below with estimated average sales prices of \$140,000-- \$240,000 per single family home and approximately 130 acres of open space including but not limited to public parks and trails to be known as the Sedona development. The project will result in a primarily residential development located in the southern portion of the City. The Zone was established pursuant to the provisions of the Tax Increment Financing "TIF" Act, Chapter 311, Texas Tax Code as amended.

The developer of the project is Schertz 1518 LTD. The developer is requesting the City of Schertz, Bexar County and the San Antonio River Authority (SARA) participate in the tax increment financing to help fund public infrastructure improvements to be located within the development. The duration of the Zone is projected to be twenty-one (21) years with the Zone being in existence through calendar year 2027.

**10. Main Street Committee (No vacancy)** - Mayor Gutierrez and Councilmember Davis, Councilmember Heyward and Councilmember Brown serves.

- Meets as needed.
  - Location of Meeting: 1400 Schertz Pkwy, Bldg. 4, Council Chambers Conference Room, generally right after the regular Tuesday City Council meeting.
  - Consists of 4 Councilmembers and the Mayor.
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