



**MEETING AGENDA**  
**City Council**  
**REGULAR SESSION CITY COUNCIL**  
**August 23, 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, AUGUST 23, 2022 at 6:00 p.m.**

**City Council will hold its regularly scheduled meeting at 6:00 p.m., Tuesday, August 23, 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 Building Code and Staff Appreciation Day

**City Events and Announcements**

- Announcements of upcoming City Events (B. James/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 meeting of August 5th, 2022 and the minutes of the regular meeting of August 9th, 2022. (B. Dennis)
2. **Resignations to various Boards, Commissions and Committees** - Consideration and/or action approving the Resignation of Mr. Patrick Naughton as a Regular Member of the Historic Preservation Committee. (B. Dennis/Mayor-Council)
3. **Resolution No. 22-R-90** - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas approving requests for Schertz Main Street Local Flavor Economic Development Grants for 409 and 815 Main Street. (M. Browne/B. James)
4. **Resolution No. 22-R-83** - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas authorizing the purchase of a sewer camera through Visual Imaging Resources a HGACBUY Purchasing Cooperative and other matters in connection therewith. (B. James/S. Williams/S. Mayfield)

## **Discussion and Action Items**

5. **Resolution No. 22-R-81** - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas creating a Neighborhood Empowerment Zone for the Main Street area. (M. Browne/B. James)
6. **Resolution No. 22-R-87**-Consideration and/or action approving a Resolution by the City Councils, respectively, for the City of Schertz, City of Live Oak, and the City of Universal City, Texas approving an application for a Defense Economic Adjustment Assistance Grant (DEAAG) related to the provision of goods and services to Joint Base San Antonio (JBSA); authorizing the Alamo Area Council of Governments (AACOG) to submit the application and if awarded, administer the Grant on behalf of the cities; and authorizing the procurement and installation of a Traffic Signal Pre-Emption System. The grant must be applied for by September 1, 2022. (M. Browne/G.Rodgers)

7. **Resolution No. 22-R-86** - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas, authorizing a preliminary maximum tax rate for Fiscal Year 2022-23 and setting the Public Hearing dates, and other matters in connection therewith. (M. Browne/B. James/J. Walters)
8. **Resolution 22-R-78** - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas indicating the intent to acquire a 10.5-acre property on Dry Comal Creek generally at FM 482 and Bunker Street if the outlined conditions are met and a subsequent Resolution is approved specifically authorizing the purchase. (M. Browne/B. James/L. Shrum)

### **Public Hearings**

9. **Proposed FY 2022-23 Budget and Tax Rate-** Public Hearing and Workshop and Discussion on the Proposed FY 2022-23 Budget and Tax Rate. (M. Browne/B. James/J. Walters)

### **Roll Call Vote Confirmation**

### **Workshop**

10. Workshop discussion regarding the demands on the Schertz water supply. (B. James/S. Williams)
11. Workshop Discussion Regarding Status of Residential Development Projects in Schertz:
  - A. NRP Workforce housing
  - B. Heritage Oaks
  - C. Saddlebrook
  - D. Carmel
  - E. Oatmont (Rumpf Property)

### **Roll Call Vote Confirmation**

### **Closed Session**

12. The City Council will meet in Closed Session in accordance with Section 551.074 of the Texas Government Code, Personnel Matters, to discuss the direction to fill the City Manager vacancy.
13. The City Council will meet in Closed Session pursuant to Section 551.071 of the Texas Government Code, regarding consultation with attorney, to discuss pending or contemplated litigation in the matter of EEOC Charge No. 451-2022-01720.

14. City Council will meet in Closed Session under Section 551.087 of the Texas Government Code, Deliberation Regarding Economic Development Negotiations; Closed Meeting. The governmental body is not required to conduct an open meeting (1) to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or (2) to deliberate the offer of a financial or other incentive to a business prospect.
- Project E-079
  - Project E-080
  - Project E-084
  - Project E-085

### **Reconvene into Regular Session**

15. Take any action based on discussions held in Closed Session under Agenda Item 12.
16. Take any action based on discussions held in Closed Session under Agenda Item 13.
17. Take any action based on discussions held in Closed Session under Agenda Item 14.

### **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, BRENDA DENNIS, 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 19th DAY OF AUGUST 2022 AT 3:45 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.

BRENDA DENNIS

**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 Board of Adjustments Investment Advisory Committee Main Street Committee	<b>Councilmember Scagliola – Place 5</b> Animal Advisory Commission - Alternate 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 Parks & Recreation Advisory Board Schertz Housing Authority Board Transportation Safety Advisory Commission TIRZ II Board	<b>Councilmember – Place 2 (VACANT)</b>
<b>Councilmember Whittaker – Place 3</b> Audit Committee Historical Preservation Committee Interview Committee for Boards and Commissions Library Advisory Board TIRZ II Board	<b>Councilmember Dahle – Place 4</b> Cibolo Valley Local Government Corporation Interview Committee for Boards and Commissions Planning & Zoning Commission TIRZ II Board
<b>Councilmember Heyward – Place 6</b> Animal Advisory Commission Audit Committee Building and Standards Commission Economic Development Corporation - Alternate Investment Advisory Committee Main Street Committee	<b>Councilmember Brown – Place 7</b> Economic Development Corporation Main Street Committee Schertz-Seguin Local Government Corporation - Alternate



**CITY COUNCIL MEMORANDUM**

**City Council Meeting:** August 23, 2022  
**Department:** City Secretary  
**Subject:** Minutes – Consideration and/or action regarding the approval of the minutes of the special meeting of August 5th, 2022 and the minutes of the regular meeting of August 9th, 2022. (B. Dennis)

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**BACKGROUND**

The City Council held a Special Workshop meeting on August 5, 2022, and a Regular City Council meeting on August 9, 2022.

**RECOMMENDATION**

Recommend Approval.

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**Attachments**

8-5-2022 draft min

08-09-2022 Draft minutes

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# DRAFT

## MINUTES REGULAR MEETING August 5, 2022

A Regular Meeting was held by the Schertz City Council of the City of Schertz, Texas, on August 5, 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 Allison Heyward; Councilmember Mark Davis; City Council Place 2 - Vacant; Councilmember Jill Whittaker; Councilmember Michael Dahle; Councilmember David Scagliola; Councilmember Tim Brown

City Staff: City Manager Dr. Mark Browne; Assistant City Manager Brian James; City Attorney Daniel Santee; City Secretary Brenda Dennis; Assistant to the City Manager Sarah Gonzalez; EDC Director Adrian Perez; Public Works Director Suzanne Williams; Finance Director James Walters; IT Director Myles Clauser; Library Director Melissa Uhlhorn; Public Affairs Director Linda Klepper; EMS Director Jason Mabbitt; Director of Planning & Community Development Lesa Wood; PD Captain Manny Casas; Human Resources & Purchasing Director Jessica Kurz; GIS Coordinator Tony McFalls; Parks, Recreation & Community Services Director Lauren Shrum; Engineer Kathy Woodlee

Attendees: Michele Terelesky, Dana Eldridge, Richard Dziewit, Tiffany Gibson, Ferrando Heyward

### Call to Order (General Comments)

Mayor Gutierrez called the meeting to order at 8:30 a.m.

### Hearing of the Residents

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Mayor Gutierrez mentioned that he will also provide at the end of the session another opportunity for the citizens to speak. Mayor Pro-tem Heyward recognized the following who spoke:

- Ms. Michele Tereletsy, 705 Marilyn Drive, who spoke about the Schertz Magazine Budget - RFP costs to print, mailing costs, subscriptions and Magazine on the web.

- Mr. Dana Eldridge 2628 Gallant Fox Drive, who spoke regarding the upcoming budget and the hope that the budget provides the City's priorities, not what nice to have, spoke about the need for Police, Fire and Animal Control and their need for more equipment.

## WELCOME/OVERVIEW

## DISCUSSION AND ACTION ITEMS

### Budget Prioritization Process -

- Discussion and direction for prioritizing the FY2022-23 budget, including but not limited to funding all programs needed to accomplish the City Mission and taking into consideration factors such as population growth, tax base development, large time sensitive infrastructure projects, right of way issues, staffing levels and structure, school safety, Schertz Magazine and magazine printing costs, and prioritizing expanded programs that may be required in the future. (M. Browne/Executive Team)

Mayor Gutierrez recognized City Manager Dr. Mark Browne who provided the following Retreat Overview Discussion items:

- Tax Rate Discussion
- FY 2022-23 Budget Development & Highlights
- Cut Line Discussion
- CIP Updates
- Schertz Magazine Discussion
- School Safety/Security

Finance Director James Walters provided an overview of the 2022 Property Values:

2021 Taxable Value	\$4,113,819,189
2022 Equivalent Taxable Value	\$4,645,496,543
2022 New Taxable Development	+\$116,497,996
2022 Adjusted Taxable Value	\$4,761,994,539
Difference between Adjusted Taxable Values	\$648,715,350

Mr. Walters provided the following information regarding the Tax Rate:

No-New Revenue:	The tax which will generate the same revenue for the city from property on the previous year's tax roll
Voter Approval Rate	The rate if exceeded triggers an automatic election on the tax rate.
Current:	The rate currently adopted by the City.
Proposed Max:	The maximum rate set at which the final adopted rate cannot exceed.

### Tax Rate

Current:	\$0.5121
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No New Revenue:	\$0.4526
Voter Approval:	\$0.4721
Voter Approval - Unused Increment:	\$0.5094
Proposed Max:	\$0.4665 - (Proposed budget assumes this rate)
\$0.01 is equal to \$477,000 revenue or \$29.48 on the average home	

#### Target Tax Rate

Tax Rate	Current	Proposed Maximum	
M&O	\$0.3470	\$0.3185	For day to day operations
I&S	\$0.1651	\$0.1480	To Pay the City's debt
Total	\$0.4665		

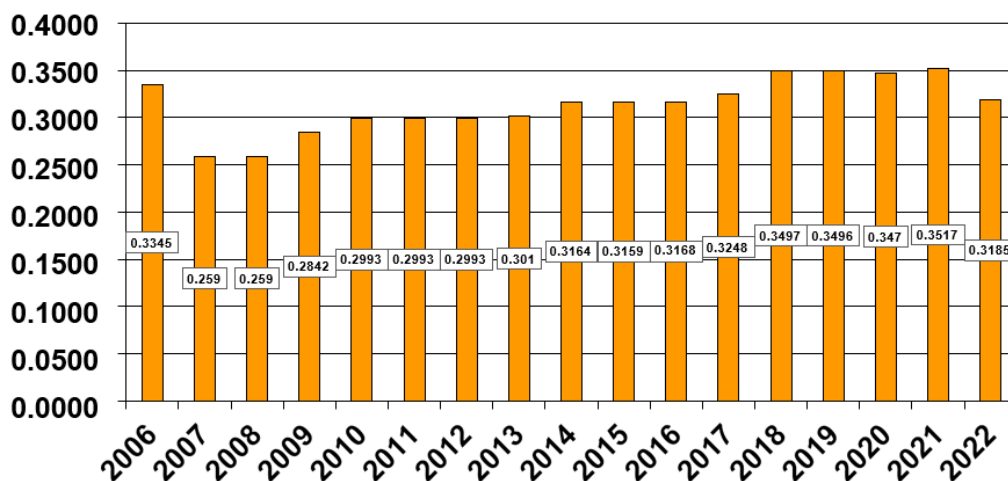
#### FY 2022-23 City Tax Rate

Tax Rate Name	Tax Rate per \$100	Est. Tax Bill	Bill Increase	% Increase
No-new revenue	\$0.4526	\$1,334.45	-	-
Voter Approval	\$0.4721	\$1,392.23	\$57.78	4.3%
w/Increment	\$0.5094	\$1,501.59	\$167.14	12.5%
Proposed	\$0.4665	\$1,375.13	\$40.68	3.0%
New Proposed	\$0.4798	\$1,414.34	\$79.99	6.0%
Current	\$0.5121	\$1,509.55	\$175.10	13.1%

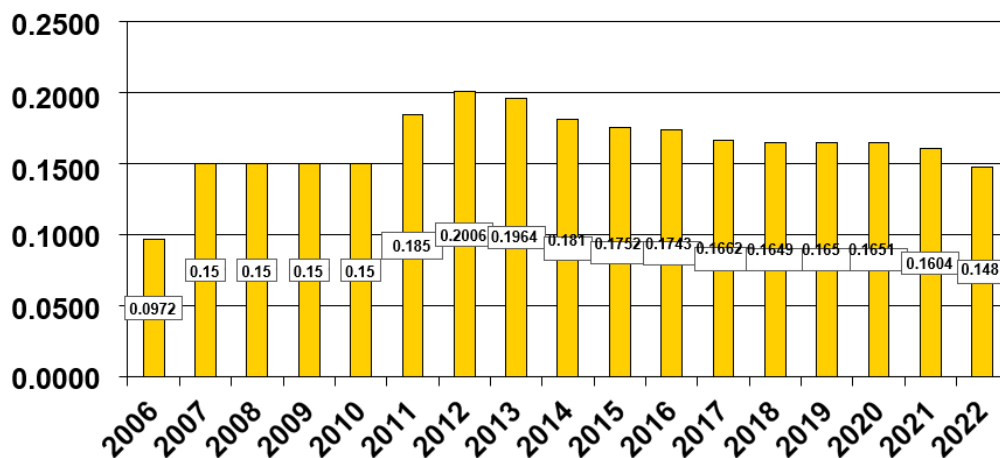
Tax bills are based on average taxable value of homes for 2022 of \$294,800 - Estimated Tax Bills and Bill Increases are annual amounts.

Mr. Walters provided Historic Tax Rates for M&O and I&S and Historic Tax Rates totals:

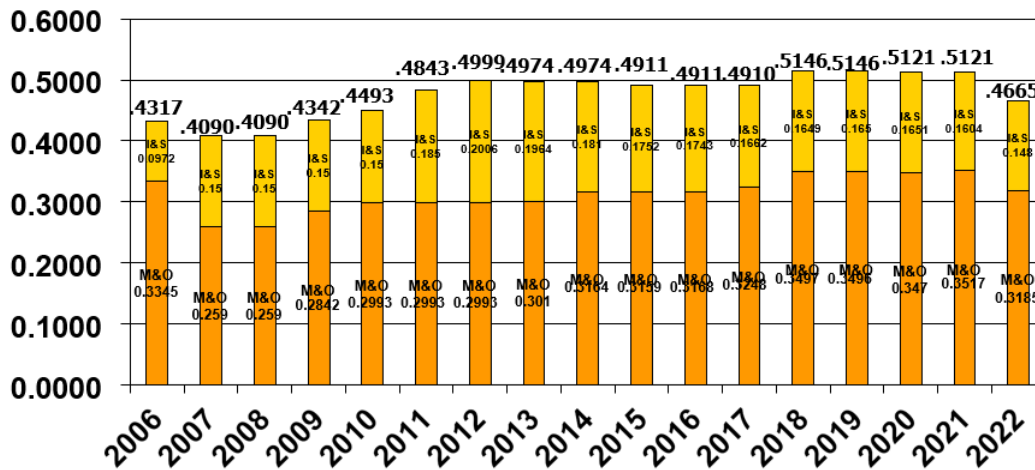
## Historic Tax Rates – M&O



## Historic Tax Rates – I&S



# Historic Tax Rates – Total



***FY 2022-23 Proposed Budget: (Staff reviewed with Council the following):***

*FY 2022-23 Budget Development highlights include:*

- More sales tax realized
- More aggressive on revenue projections
  - Sales tax – increasing from 5% to 6% (7% in out years)
- More aggressive on expense projections
  - Across the line-item adjustments to match long-term trends
  - Reduce department budgets by 2%
- All of this provides additional recurring funding

*Budget Priorities:*

- Established priorities from the pre-budget retreat
  - Infrastructure
  - CIP Planning/Document Development
  - New/Reconstruction of Facilities
  - Compensation
  - Increase Staffing

*FY 2022-23 Budget Highlights:*

- Expanded Programs Proposed to Fund
  - Wage Adjustment Proposal
    - One time, in lieu of merit
    - P/T and F/T - Non-public safety
    - 4/2/1 plan
    - Couple this with 3% ECI
    - Both to go into effect October 1



- 3% ECI – Across the Board
  - Employees >3% outside of pay band not eligible

#### Unified Pay Plan

Grade	Min	Max	Min	Max
110	\$15.00	\$21.77	\$31,200.00	\$45,284.00
120	\$23.36	\$33.90	\$48,584.00	\$70,515.00
125	\$29.81	\$43.27	\$62,007.00	\$89,997.00



Grade	Min	Max	Min	Max
110	\$15.45	\$22.42	\$32,136.00	\$46,642.52
120	\$24.06	\$34.92	\$50,041.52	\$72,630.45
125	\$30.70	\$44.57	\$63,867.21	\$92,696.91

#### Public Safety Pay Plan

Firefighter			
Yrs in Rank		Hourly	Annual
0 - 2	Step 1	\$18.51	\$51,012.79
6 - 8	Step 4	\$20.37	\$56,149.93
15+	Step 7	\$22.43	\$61,804.41

Police Officer			
Yrs in Rank		Hourly	Annual
0 - 2	Step 1	\$25.75	\$53,564.29
6 - 8	Step 4	\$28.35	\$58,958.37
15+	Step 7	\$31.20	\$64,895.67

Paramedic			
Yrs in Rank		Hourly	Annual
0 - 2	Step 1	\$17.52	\$51,012.79
6 - 8	Step 4	\$19.55	\$56,902.22
15+	Step 7	\$21.81	\$63,511.76



Yrs in Rank		Hourly	Annual
0 - 2	Step 1	\$19.07	\$52,543.97
6 - 8	Step 4	\$20.98	\$57,823.91
15+	Step 7	\$23.10	\$63,671.59

Yrs in Rank		Hourly	Annual
0 - 2	Step 1	\$26.52	\$55,166.80
6 - 8	Step 4	\$29.20	\$60,737.04
15+	Step 7	\$32.14	\$66,842.88

Yrs in Rank		Hourly	Annual
0 - 2	Step 1	\$18.05	\$52,548.79
6 - 8	Step 4	\$20.14	\$58,637.49
15+	Step 7	\$22.46	\$65,416.04

#### Wage Adjustment Proposal

60% (120 EEs) receive 4% - <\$53K

20.5% (41 EEs) receive 2% - \$53K-\$75K

19.5% (39 EEs) receive 1% - \$75K+

Employees outside of pay band will receive adjustment as a lump sum (same as merit)

No change to Public Safety merit - 1% - Paid as lump sum to all

#### • New Personnel

Proposing 15 new positions in General Fund:

Fire – 3 Firefighters for Station 4, Inspector

Engineering – Inspector, Engineer

IT – Public Safety Tech.

Parks – Parks Maintenance Tech.

Planning & Community Development – Plans Examiner

Police – 2 SRO's, Traffic Officer, Records Specialist

Fleet – Parts Clerk/Lube Tech.

Library – P/T Programming Specialist

Enterprise Funds EMS:

EMS – 8 new personnel in planned phase approach

Mental Health Service Canine

Enterprise Funds Water/Sewer (requests pending/still under review)

Tyler Notify

• Cost: \$18,688

- Will provide staff the ability to notify residents of late water bills, water outages via text message

Water/Sewer Gems Software

• Cost: \$23,496

- Will help to identify the impact to our system of line size increases, main additions and potential new users
- Will allow the City to simulate a variety of situations in order to predict impacts to the system which will aid in decision-making when prioritizing projects and allocating maintenance resources and to be able to update the model

#### Mobile bypass pump

- Cost: \$83,900
- Pump will enhance reliability and ensures infrastructure remains operable in emergency situations or when there are mechanical or electrical failures due to weather (pump would be employed on a temp basis)

#### • Additional SPAM Funding

FY 22/23 base has \$400,000

- FY 22/23 expanded would increase that to \$650,000
- FY 23/24 would increase that to \$850,000
- Will now have \$850K recurring funding amount for road program by FY 23/24 (ideally, should be \$2 million recurring)
- Bldg. 27 Parking Lot Surfacing
  - Cost: \$200,000
  - Need additional parking/storage
- IT Upgrades – Internet & Fiber
  - Internet
    - Cost: \$16,500
    - Upgrade existing GVEC Internet access from 10 MBs to 500 MBs
    - Adds additional high-speed connection to the internet which can balance connectivity and route traffic to most efficient route
  - Fiber
    - Cost: \$10,500
    - Upgrades existing fiber connectivity between City Hall and Library (current fiber is more than 10 years old)
    - Will be able to move forward with systems replication, high- speed backups and better network load balancing for internet connectivity and other services
- Software – Purchasing & PD
  - eProcurement and Contract Management Software
    - Cost: \$10,000
    - Will allow for increased participation in the bidding process, more effective contract management and increase efficiency for staff
  - Records Management System Software
    - Cost: Unknown – earmarking \$50,000 in budget to go toward it
    - Joint project with IT & PD to replace current Law RMS with a more efficient and productive system
- Library Board Proposal

Children's Audio Books - \$5,000 - Council discussed matching this come out of general fund

- Will provide starter collection of 100-111 books

- Come directly from LAB budget

#### Hotspot Program Proposal

- Initial Cost \$1540, Recurring Cost: \$1320
- Would provide 11 hotspots to library inventory and allow everyone in our community to have access to the Internet through their library card
- Propose 50/50 split between LAB and General Fund budgets for 3 years

\$770 – initial year

\$660 – years 2 and 3

- Phase recurring cost into General Fund budget after that

#### *FY 2022-23 Budget*

- General Fund Proposed Budget \$42,883,016
  - Increase of \$2,837,920 or 7.1%, from FY 2021-22 Adopted Budget, not including infrastructure funding
- Non Personnel Budgets increased 2.7% due to fuel costs, police equipment, and additional road maintenance funds
- Personnel Budgets increase 11.2% for the annual pay adjustments, insurance, ECI, and adding positions
- Proposed Budget assumes a 26% Fund balance requirement
- Choices made in this budget will reduce the fund balance to 26% over the next 5 years.

Mr. Walters provided information regarding the 2020, 2021, 2022 - 5 Year Forecast for Revenue, Expense, Capital Projects, Reserve Funding and Fund Balance %.

## 2020 - 5 Year Forecast

Revenue	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
Expense	\$34,572,785	\$36,535,951	\$37,894,459	\$39,317,256	\$40,807,506	\$42,368,531
Capital Projects	\$34,719,223	\$36,714,581	\$37,903,259	\$39,071,107	\$40,734,853	\$42,463,756
Reserve Funding	\$4,000,000	\$500,000				
	(\$4,146,438)	(\$678,630)	(\$8,800)	\$246,149	\$72,653	(\$95,226)
Fund Balance %	33.9%	30.7%	29.1%	28.5%	27.4%	26.0%

## 2021 - 5 Year Forecast

Revenue	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
Expense	\$36,806,979	\$38,712,493	\$40,189,247	\$41,736,213	\$43,356,853	\$45,054,800
Capital Projects	\$37,266,630	\$38,464,984	\$40,083,265	\$41,666,727	\$43,339,702	\$45,205,942
Reserve Funding	\$2,314,007	\$850,000				
	(\$2,773,658)	(\$602,491)	\$105,982	\$69,487	\$17,152	(\$151,142)
Fund Balance %	33.1%	30.8%	29.5%	28.6%	27.5%	26.0%

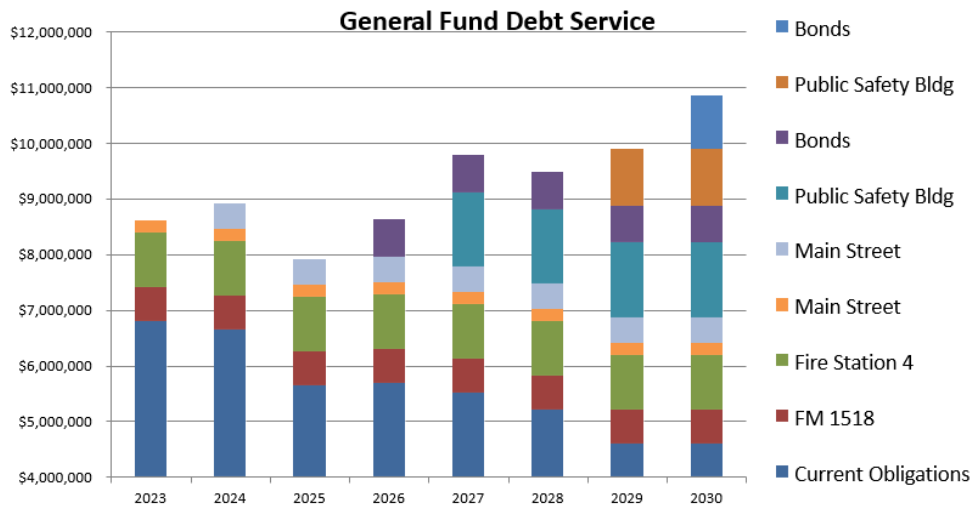
## 2022 - 5 Year Forecast

Revenue	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
Expense	\$41,167,878	\$42,457,595	\$44,371,628	\$46,395,944	\$48,537,280	\$50,802,804
Capital Projects	\$41,111,976	\$42,683,016	\$44,185,670	\$46,247,930	\$48,420,871	\$50,540,123
Reserve Funding	\$1,645,112	\$200,000				
	(\$1,589,210)	(\$425,421)	\$185,958	\$148,013	\$116,409	\$262,681
Fund Balance %	30.5%	29.6%	28.7%	27.7%	26.7%	26.0%

### 5 Year Summary - I&S Fund:

- At I&S Rate of \$0.1480:
  - Includes the following upcoming debt issuances:
    - FY 21/22
      - FM 1518: \$9,400,000
      - Fire Station #4: \$15,450,000
      - FM 3009 Extension: \$3,600,000
      - Main Street: \$3,250,000
    - FY22/23
      - Main Street: \$7,250,000
    - FY 24/25
      - Infrastructure: \$8,000,000
    - FY 25/26
      - Public Safety Buildings: \$20,000,000
    - FY 26/27
      - Public Safety Buildings: \$15,000,000
    - FY 28/29
      - Infrastructure: \$15,000,000

# Graph of Debt Service



## Cut Line Discussion:

The following information was provided and discussed:

- Proposed Programs/Personnel Funded at Current Rate: 0\$0.5131
- N/A - Current Rate is too high

Programs/Personnel Funded at No New Revenue Rate: \$0.4527

	Department	Request	Proposed Cost
Personnel	Police	2 School Resource Officers	153,600
Personnel	Fire	3 Firefighters	300,000
Personnel	Engineering	Engineering Inspector	82,005
Personnel	IT	Public Safety Technician	51,000
SubTotal:			\$ 586,605

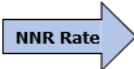

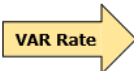
	Department	Request	Proposed Cost
Program	Public Works	Building 27 Parking Lot/Vehicle Storage	200,000
Program	Public Works	Additional SPAM Funding	250,000
Program	IT	Internet Upgrade	16,400
Program	IT	Fiber Upgrade	10,500
Program	Purchasing	eProcurement/Contract Mgmt. Software	10,000
Program	IT/Police	Start-Up Funding - Records Mgmt. Software	50,000
SubTotal:			\$ 536,900
Total:			\$ 1,123,505.00

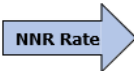
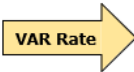
Cut Line Discussion at Proposed Rate - \$0.4665

		Department	Request	Proposed Cost
NNR Rate	Personnel	Police	2 School Resource Officers	153,600
	Personnel	Fire	3 Firefighters	300,000
	Personnel	Engineering	Engineering Inspector	82,005
	Personnel	IT	Public Safety Technician	51,000
	Personnel	Fire	Fire Inspector	84,000
Proposed Rate	Personnel	Engineering	Engineer	120,613
	Personnel	Police	Traffic Officer	76,800
	Personnel	Parks	Parks Maintenance Tech.	42,866
	Personnel	Police	Records Specialist	54,200
	Personnel	Fleet	Parts Clerk/Lube Tech	49,444
	Personnel	Library	P/T Programming Specialist	21,888
	Personnel	P&CD	Plans Examiner	68,881
			SubTotal:	\$ 1,105,297

		Department	Request	Proposed Cost
NNR Rate	Program	Public Works	Building 27 Parking Lot/Vehicle Storage	200,000
	Program	Public Works	Additional SPAM Funding	250,000
	Program	IT	Internet Upgrade	16,400
	Program	IT	Fiber Upgrade	10,500
	Program	Purchasing	eProcurement/Contract Mgmt. Software	10,000
	Program	IT/Police	Start-Up Funding - Records Mgmt. Softw	50,000
			SubTotal:	\$ 536,900
		Total:	\$ 1,642,197	

### Cut Line Discussion at Voter Approval Rate - \$0.4723

 NNR Rate	Personnel	Police	2 School Resource Officers	153,600
	Personnel	Fire	3 Firefighters	300,000
	Personnel	Engineering	Engineering Inspector	82,005
	Personnel	IT	Public Safety Technician	51,000
	Personnel	Fire	Fire Inspector	84,000
 Proposed Rate	Personnel	Engineering	Engineer	120,613
	Personnel	Police	Traffic Officer	76,800
	Personnel	Parks	Parks Maintenance Tech.	42,866
	Personnel	Police	Records Specialist	54,200
	Personnel	Fleet	Parts Clerk/Lube Tech	49,444
	Personnel	Library	P/T Programming Specialist	21,888
	Personnel	P&CD	Plans Examiner	68,881
	Personnel	Police	Detective	78,000
	Personnel	Parks	Parks Maintenance Tech.	42,866
	Personnel	IT	GIS Specialist	55,000
 VAR Rate	Personnel	P&CD	Permit Tech.	46,086
	Personnel	Engineering	Admin. Assistant	58,700
	Personnel	Library	Admin. Assistant	50,414
	SubTotal:			\$ 1,436,363

 NNR Rate	Program	Public Works	Building 27 Parking Lot/Vehicle Storage	200,000
	Program	Public Works	Additional SPAM Funding	250,000
	Program	IT	Internet Upgrade	16,400
	Program	IT	Fiber Upgrade	10,500
	Program	Purchasing	eProcurement/Contract Mgmt. Software	10,000
 VAR Rate	Program	IT/Police	Start-Up Funding - Records Mgmt. Softw	50,000
	Program	Police	Cellebrite System	12,000
	SubTotal:			\$ 548,900.00

Total:			\$ 1,985,263.00
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### Cut Line Discussion at Voter Approval Unused Increment Rate - \$0.5094

		Department	Request	Proposed Cost
NNR Rate	Personnel	Police	2 School Resource Officers	153,600
	Personnel	Fire	3 Firefighters	300,000
	Personnel	Engineering	Engineering Inspector	82,005
	Personnel	IT	Public Safety Technician	51,000
	Personnel	Fire	Fire Inspector	84,000
Proposed Rate	Personnel	Engineering	Engineer	120,613
	Personnel	Police	Traffic Officer	76,800
	Personnel	Parks	Parks Maintenance Tech.	42,866
	Personnel	Police	Records Specialist	54,200
	Personnel	Fleet	Parts Clerk/Lube Tech	49,444
VAR Rate	Personnel	Library	P/T Programming Specialist	21,888
	Personnel	P&CD	Plans Examiner	68,881
	Personnel	Police	Detective	78,000
	Personnel	Parks	Parks Maintenance Tech.	42,866
	Personnel	IT	GIS Specialist	55,000
VAUI Rate	Personnel	P&CD	Permit Tech.	46,086
	Personnel	Engineering	Admin. Assistant	58,700
	Personnel	Library	Admin. Assistant	50,414
	Personnel	Library	Convert 2, 10-hour positions to 20-hours	41,817
	Personnel	P&CD	Neighborhood Services Officer	61,744
	Personnel	Parks	Recreation Coordinator	62,579
	Personnel	Parks	Trail Development Coordinator	62,579
	Personnel	Parks	Parks Maintenance Tech.	42,866
	Personnel	Fire	OT Inspections	25,000
			SubTotal: \$	1,732,948

	Department	Request	Proposed Cost	
NNR Rate	Program	Public Works	Building 27 Parking Lot/Vehicle Storage	200,000
	Program	Public Works	Additional SPAM Funding	250,000
	Program	IT	Internet Upgrade	16,400
	Program	IT	Fiber Upgrade	10,500
	Program	Purchasing	eProcurement/Contract Mgmt. Software	10,000
VAR Rate	Program	IT/Police	Start-Up Funding - Records Mgmt. Softw	50,000
	Program	Police	Cellebrite System	12,000
	Program	Public Works	Emulsion Tank	12,500
	Program	IT	Install Fire Station #3 Cameras	8,500
	Program	IT	Replace Public Safety Cameras	4,800
VAUI Rate	Program	Library	Increase Contract Cleaning	3,000
	Program	IT	Upgrade Manager Plus	25,000
	Program	IT	Hard drive shredder	15,000
	Program	Police	Body Armor	20,850
	Program	Library	Additional Library Materials	15,000
	Program	Parks	Additional Contract Mowing	50,000
	Program	Fire	Radios	162,000
	Program	IT	Office 365 Software Training	15,000
	Program	Library	Noise Mitigation Tiles	15,000
	Program	Parks	Trail Funding	250,000
	Program	Public Works	Skid Steer with Mulch Head	140,000
	Program	P&CD	Cibolo Creek Clean-up Program	5,000
	SubTotal: \$			1,290,550.00
	Total: \$			3,023,498.00

Council discussed different tax rates, and it was the consensus to go with \$0.4999 and come back with what additional items would be funded.

***Water/Wastewater CIP information highlights discussed lead by Public Works Director Suzanne Williams and City Engineer Kathy Woodlee:***

FY 21-22 Completed

- Crest Oak Sewer Line: \$1.1M (Construction costs)
- Northcliffe and NACO Generators Design: \$30,000

FY 21-22 In Progress

- Aviation Heights waterline replacement project: \$1.8M (Construction costs)
- Northcliffe and NACO Generators - ARP Funding: \$550,000
- Corbett GST-Water impact fees and Federal Appropriations Committee: \$7.5M (Construction costs)
- Greytown and Ware Seguin Loop Lines: \$1.8M
- East Live Oak to IH 35 24" Waterline - Engineering: \$1.3M
- Woman Hollerng Creek: \$12M (Construction costs)

#### FY 22-23

- Lookout Sewer Line upsize-EDC funding: \$4M
- FM 1518 Relocation-TxDOT driven: \$11.6M (Construction costs)
- SCADA upgrade-ARP Funding: \$189,000
- Greenshire waterline replacement project - ARP Funding: \$3.3M
- East Live Oak to IH 34 "24 Waterline - Easement Acquisition: \$1M

#### Drainage CIP Discussion:

FY21-22 In Process

- FM 78 Drainage Channel Design Phase: \$100,000

#### FY 22-23

- FM 78 Drainage Channel Construction Phase: \$550,000

#### Facilities CIP Discussion:

FY 21-22 Completed

- HVAC replacements at AAC, Senior Center, PD Server Room, North Center, Community Center, Civic Center: \$1.7M
- Replace Carpet and Seating in Council Chambers \$25,000

FY 21-22 in Process

- Parks Remodel (Building 10) - in design: \$49,000
- Replace Carpet in Administration Bldg. (Bldg. 2): \$35,000

#### FY 22-23

- City Hall (Bldg. 1) Countertop remodel: \$138,000
- Police Department (Bldg. 6) HVAC replacement: \$150,000
- Parks Remodel (Bldg. 10) Construction: \$201,000

#### Street CIP Discussion:

FY 21-22 Completed

- Boenig (In house): \$30,000
- Eckhardt (Partnership with Guadalupe County): \$130,000
- Old Wiederstein (In house): \$50,000
- Elbel (except signal at Westchester): \$2M

FY 21-22 In progress

- Tri County Parkway
- 2018 SPAM
- 2020 SPAM
- PCI Data Collection



## FY 22-23

- Buffalo Valley South and Trainer Hale: FM 1518-Wier (In house): 45,000
- Beck Street and Ashley Place Unit 1 (Resurface): \$94,000
- Windy Meadows: FM 1518-Oak Street (Resurface): \$270,000
- Signal Replacement: \$65,000

***CIP Update - Parks - discussion lead by Director of Parks Rec & Community Services Lauren Shrum:***

### Update on F 21/22 Projects

FY 21-22 Parks CIP Program		Fund	FY 21-22 Trail Development		Fund
Ashley Park Renovation Phase III	\$ 111,000	General			
Wendy Swan Memorial Park Splashpad	\$ 297,000	Reserve Loan	GNT - FM 1103 Segment	\$ 40,000	Bond (GB6)
Thulemeyer Park Phase I	\$ 100,000	General	GNT - Riata Segment	\$ 60,000	Bond (GB6)
Schertz Soccer Complex Irrigation Well Storage	\$ 138,000	Bond	GNT - Sippel Elementary Segment	\$ 30,000	Bond (GB6)
Wendy Swan Memorial Park Restroom Repairs	\$ 29,000	Insurance	GNT - Belmont Park Segment	\$ 30,000	Bond (GB6)
Heritage Oaks Park Basketball/Pickleball Court		Developer			
Heritage Oaks Park Pedestrian Bridge		Pulte Homes			
Christmas Tree	\$ 50,000	General			
Cibola Valley Dr Medians Landscaping & Irrigation	\$ 88,200	General			
CVD Medians Water Service, Meter, Impact Fees	\$ 30,000	Contingency			
Skate Park Light	\$ 15,000	General			
<b>TOTAL</b>	<b>\$ 858,200</b>		<b>TOTAL</b>	<b>\$ 160,000</b>	

CIP Update -

### Parks Planned FY 22/23 Projects

FY 22-23 Parks CIP Program		Fund	FY 22-23 Trail Development		Fund
Thulemeyer Park Renovation Phase II	\$ 100,000	General	Comal Settlement Park (Trailhead)	\$ 188,000	Reserve Loan
Wendy Swan Memorial Park Basketball Court	\$ 15,000	General	Comal Settlement Park (Trailhead)	\$ 150,000	General (404)
Wendy Swan Memorial Park Swing Set	\$ 15,000	General	Comal Settlement Park (Trailhead)	\$ 37,000	Park Fund
Pickrell Park Site Amenities	\$ 23,000	General			
Crescent Bend Nature Park Master Plan	\$ 35,000	General			
Great Northern Trail Site Amenities	\$ 15,000	General			
Homestead/Hilltop Park Site Amenities	\$ 15,000	General			
Safety Surfacing	\$ 16,000	General			
Holiday Lighting	\$ 250,000	HOT			
<b>TOTAL</b>	<b>\$ 484,000</b>		<b>TOTAL</b>	<b>\$ 375,000</b>	

CIP Update -

### Parks cont...

UNFUNDED			UNFUNDED		
FY 23-24 Parks CIP Program		Fund	FY 23-24 Trail Development		Fund
Hilltop/Homestead Park Development (Hilltop)	\$ 1,500,000	Grant/Parkland	Dry Comal Creek Trail	\$ 300,000	TPWD Grant
Parklands Park Development (Trees & Irrigation)	\$ 100,000	Tree Mitigation			
Thulemeyer Park Renovation Phase III	\$ 100,000	General			
Maintenance Projects TBD	\$ 135,000	General			
Holiday Lighting	\$ 250,000	HOT			
<b>TOTAL</b>	<b>\$ 2,085,000</b>		<b>TOTAL</b>	<b>\$ 250,000</b>	
FY 24-25 Parks CIP Program			FY 24-25 Trail Development		
Hallie's Cove Park Development	\$ 235,000	General	Dietz Creek Trail Segment 1	\$ 250,000	
<b>TOTAL</b>	<b>\$ 235,000</b>		<b>TOTAL</b>	<b>\$ 250,000</b>	
FY 25-26 Parks CIP Program			FY 25-26 Trail Development		
Pickrell Park Renovation	\$ 1,000,000	CDBG	Dietz Creek Trail Segment 2	\$ 250,000	
Pickrell Pool Renovation	\$ 1,000,000	TPWD Grant			
<b>TOTAL</b>	<b>\$ 2,000,000</b>		<b>TOTAL</b>	<b>\$ 250,000</b>	
FY 26-27 Parks CIP Program			FY 26-27 Trail Development		
Skate Park Phases II & III	\$ 1,000,000		Great Northern Trail Segment	\$ 250,000	
Community Circle Park Development	\$ 2,000,000				
<b>TOTAL</b>	<b>\$ 3,000,000</b>		<b>TOTAL</b>	<b>\$ 250,000</b>	
FY 27-28 Parks CIP Program			FY 27-28 Trail Development		
Graytown Valley Park Development Phase II	\$ 500,000		Great Northern Trail Segment	\$ 250,000	
Park at Woodland Oaks Renovation	\$ 235,000	General			
<b>TOTAL</b>	<b>\$ 735,000</b>		<b>TOTAL</b>	<b>\$ 250,000</b>	

Schertz

***Magazine discussion lead by Public Affairs Director Linda Klepper:***

## Current Printing Contract

- Printer let the City know on May 18 that they would not renew the current printing agreement for the magazine
- Contract expires end of September 2022

## Increasing printing costs

- FY 2020-21 Actual Costs: \$94,369.00
- FY 2021-22 Projected Costs: \$112,000.00

## Supply chain issues

- Continue to be a concern based on feedback - 80# paper is the harder paper to find

## Printing RFP

*Current Magazine Specs - 48 page, monthly, 80#*

### *RFP Scope:*

*Current Specs - 48 page, monthly, 80# and/or 60#*

*Adjust Frequency (every other month) - 48 page, bimonthly, 80# and/or 60#*

*Adjust page count (reduce by 16 pgs) - 32 page, monthly, 80# and/or 60#*

## RFP Breakdown - Magazine Printing:

	Vendor A	Vendor B	Vendor C
12 Months / 48 Pages - 80#	\$130,560.00	\$184,971.36	\$286,560.00
12 Months / 32 Pages - 80#	\$93,696.00	\$129,602.52	\$198,600.00
12 Months / 48 Pages - 60#	\$113,280.00	\$151,221.12	NO BID
12 Months / 32 Pages - 60#	\$81,984.00	\$108,549.48	NO BID
6 Months / 48 Pages - 80#	\$65,280.00	\$92,485.68	\$143,280.00
6 Months / 32 Pages - 80#	\$46,848.00	\$64,801.26	\$99,300.00
6 Months / 48 Pages - 60#	\$56,640.00	\$75,610.56	NO BID
6 Months / 32 Pages - 60#	\$40,992.00	\$54,274.74	NO BID

## Printing options - Vendor A:

## Current FY 21/22 Magazine Printing

- Projected Cost: \$112,000.00
- 48 page, monthly, 80#

Options to consider:

- Option 1 Current Specs - \$130,560.00
  - 48 page, monthly, 80#
- Option 2 adjust paper quality - \$113,280.00
  - 48 page, monthly, 60#
- Option 3 adjust frequency (every other month) - \$56,640.00
  - 48 page, bimonthly, 60#
- Option 4 adjust page count (reduce by 16 pgs) - \$81,984.00
  - 32 page, monthly, 60#

Staff Recommendation:

	2021-22 BUDGETED	2021-22 PROJECTED	2022-23 Option 1 Current Specs	2022-23 Option 2 Adjust Paper Quality	2022-23 Option 3 Adjust Frequency	2022-23 Option 4 Reduce Page Count
Estimated Printing	\$94,000.00	\$112,000.00	\$130,560.00	\$113,280.00	\$56,640.00	\$81,984.00
Estimated Design	\$65,000.00	\$62,208.00	\$63,000.00	\$63,000.00	\$38,016.00	\$48,768.00
Estimated Postage	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$25,000.00	\$30,000.00
Est. Writers/Photogs	\$10,000.00	\$9,000.00	\$10,000.00	\$10,000.00	\$5,000.00	\$5,000.00
Estimated Expenses	\$219,000.00	\$233,208.00	\$253,560.00	\$236,280.00	\$124,656.00	\$165,752.00
Estimated Revenue	\$145,000.00	\$145,000.00	\$155,000.00	\$155,000.00	\$75,000.00	\$130,000.00
<b>Estimated</b>	<b>\$74,000.00</b>					
<b>Net Cost</b>		<b>\$88,208.00</b>	<b>\$98,560.00</b>	<b>\$81,280.00</b>	<b>\$49,656.00</b>	<b>\$35,752.00</b>

The consensus of Council was to go to Option 4 for the Schertz Magazine.

### ***School Safety/Security Discussion lead by PD Captain Manny Casas:***

- Introduction- Important topic- Opportunity to reset and look how to improve our methods.
- (4) SROs are responsible for 9 schools @15,000 students - 1 HS, 1 DAEP, 1 Jr • HS, 1 Intermediate, 5 elementary schools
  - A couple of weeks ago our staff held a meeting with Fire and EMS, and Cibolo PD as collaboration effort for better overall communications when responding as a team.
  - Working closer with the School staff, Ryan Clark- security coordinator and have become part of their safety and security task force initiative.
  - Currently working with IT to create a new badge system that will give all officers access to exterior doors of every school in the district.
  - Increase training internally that includes tabletop exercise and roll call training with staff.
  - Updated our floor plans for all our schools for response and time cutting.
  - Our SROs are providing training/ presentations to all School staff-*Standard Response Protocol- (Lockout, Lockdown, Evacuate, Shelter and Hold).*
  - Have our citizens on patrol- and crossing guards involved-setting up ghost cars at schools-visibility is the key
  - School has increased fencing on their campuses like portables and hiring 2 mental health professionals
  - Social media with the use of PSA- awareness and educational
  - Starting out for the school year we will have an increased of visibility for the first 2 weeks at every school.

Closing remarks were provided by City Manager Dr. Mark Browne, Mayor and Council provided their closing remarks. It was the consensus of Council to go with a preliminary tax rate of \$0.4999.

## **ADJOURNMENT**

Mayor Gutierrez provided an opportunity for citizens to make further comments. No further comments.

Mayor Gutierrez adjourned the Budget Workshop meeting at 1:06 p.m.

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Ralph Gutierrez, Mayor

ATTEST:

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Brenda Dennis, City Secretary

# DRAFT

## MINUTES REGULAR MEETING August 9, 2022

A Regular Meeting was held by the Schertz City Council of the City of Schertz, Texas, on August 9, 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 Allison Heyward; Councilmember Mark Davis; City Council Place 2 - Vacant; Councilmember Jill Whittaker; Councilmember Michael Dahle; Councilmember David Scagliola; Councilmember Tim Brown

City      City Manager Dr. Mark Browne; Assistant City Manager Brian James; City Attorney  
Staff:    Daniel Santee; City Secretary Brenda Dennis; Deputy City Secretary Sheila Edmondson

### **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)**

Mayor Gutierrez recognized Councilmember Tim Brown who provided the opening prayer followed by the Pledges of Allegiance to the Flags of the United States and the State of Texas.

### **Employee Recognition - Employee Milestone Service Pin Presentations**

City Manager Dr. Mark Browne provided a brief bio of each recipient and presented a 20-Year Service Pin to the following employees:

- Patti Casas - Court Administrator-Court Department
- Jimmy Corrales - Retired Firefighter Paramedic-Fire Department
- Aaron Dammann - Service Man 2-Public Works
- Virgil Jones - Lt. Investigations/Support Services-Police Department
- Steve Solitto - Patrol Sergeant-Police Department

### **City Events and Announcements**

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

**Friday, August 19**  
Caterpillar Chamber Bowl

11:00 AM – 3:00 PM  
Fiesta Lanes, New Braunfels

**Tuesday, August 23**

Next regular scheduled Council meeting  
6:00 PM  
Council Chambers

**Election Information**

Filing for place on the ballot has begun for the November 8, 2022, City of Schertz Joint General Election to elect a Mayor and Councilmembers in Place 1 and 2 for a three-year term from November 2022 and ending November 2025. Filing ends August 22, 2022, at 5:00 PM. Candidate packets are available online on the city's website and can also be obtained in the City Secretary's Office, 1400 Schertz Parkway, Building #2.

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

No further announcements

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

No further announcements

**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.***

Mayor Pro-Tem Heyward recognized the following who spoke:

- Mr. Dana Eldridge, 2628 Gallant Fox Drive-(Mayor Pro-Tem Heyward read a statement on his behalf). Mr Eldridge wanted to pass on commendations to Officer Ryan McCallister and Corporal Megan Fennesy. They provided invaluable aid in a wellness check last Wednesday. Also, a 4-man crew from the Fire Department made entry into the house without damage, so aid could be given. Unfortunately a death had occurred, but all personnel were extremely professional and courteous in getting the situation handled. Thanks to all. Dana, Kathy Eldridge and the homeowners Chrys and Alan Hecox.
- Mr. Ferrando Heyward, 2628 Hansel Heights - Mr. Heyward gave accolades to Staff for the Budget Retreat Presentation last Friday. He stated that what was presented is moving in the right direction. Mr. Heyward thanked Finance Director James Walters for all his

work on the proposed Budget and the City's Finances. He has concerns of the turnover of employees and believes that employees do not leave for salary alone, another reason is because those employees feel unvalued. Making sure our employees feel valued and appreciated is important. Mr. Heyward asked Department Heads to keep asking for what you need, ask your employees what they need. Taxpayers will complain regardless, however when the citizens do not get the services they want, they will really complain.

## **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 Consent Agenda Items 1-3, and Mayor Pro-Tem Heyward read Consent Agenda Items 4-6 into record:

1. **Minutes** – Consideration and/or action regarding the approval of the minutes of the meeting of August 2, 2022. (B. Dennis)
2. **Ordinance No. 22-M-40** - Consideration and/or action to approve an Ordinance by the City Council of the City of Schertz, Texas amending the City of Schertz Code of Ordinances and certain other Ordinances by amending and establishing fees for certain licenses, permits, and other services provided by the City of Schertz. ***Final Reading*** (M. Browne/J. Walters)
3. **Appointments to various Boards, Commissions and Committees** - Consideration and/or action approving the Appointment of Mr. Patrick Holmes as a Regular Member to the Historic Preservation Committee. (B. Dennis/Mayor-Council)
4. **Ordinance No. 22-T-34** – Consideration and/or action approving an Ordinance by the City Council of the City of Schertz, Texas, authorizing a budget adjustment relating to the Corbett Ground Storage Tank. ***Final Reading*** (M. Browne/K. Woodlee/J. Shortess)
5. **Resolution No. 22-R-79** - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas, authorizing the City Manager to sign a Letter of Intent (LOI) with Sterling McCall Ford for the purchase of one (1) new ambulance for Fiscal Year 2023/2024. (M. Browne/J. Mabbitt)
6. **Resolution No. 22-R-75** – Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas, authorizing a contract with Pesado Construction Co., Inc. relating to the Corbett Ground Storage Tank Project and authorizing the budget expenditures for the project. (B. James/K. Woodlee/J. Shortess)

Mayor Gutierrez read Agenda Items 1-3 into record. Mayor Pro-Tem Heyward read Agenda Items 4-6 into record.

Mayor Gutierrez asked if any items needed to be removed, no items were removed, Mayor Gutierrez asked for a motion to approve Consent Agenda Items 1 through 6.

Moved by Mayor Pro-Tem Allison Heyward, seconded by Councilmember David Scagliola

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

Passed

## **Discussion and Action Items**

7. **Resolution No. 22-R-63** - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas, authorizing the City Manager to issue a purchase order for the purchase of a Pierce-Custom Velocity Pumper Truck as part of the 2023-2024 Vehicle/Equipment replacement program. (C. Kelm/S. Williams)

Mayor Gutierrez read the following into record:

### **RESOLUTION NO. 22-R-63**

#### **A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING EXPENDITURES IN AN AMOUNT NOT TO EXCEED \$891,500 FOR THE PURCHASE OF PIERCE PUMPER TRUCK AS PART OF THE 2023-2024 VEHICLE/EQUIPMENT REPLACEMENT PROGRAM**

Mayor Gutierrez recognized Public Works Director Suzanne Williams who explained that a new Pumper Truck is part of the FY 2023-2024 Vehicle/Equipment replacement program. With the current timelines of items being ordered, it could be 24-25 months out. Ms. Williams explained that by ordering it now, we can chip away at the wait time for this pumper truck.

Councilmember Scagliola asked for a description of a pumper truck and its uses.

Fire Chief Greg Rodgers explained that a pumper truck is your most used fire truck on service calls. Due to the frequent use of a pumper truck, the city has planned to replace a pumper truck in the next FY 2023-2024. Chief Rodgers also stated that it is not unusual for the prices to increase at least 7-10%, so it would save the city money to order now.

Mayor Gutierrez asked for a motion to approve Resolution No. 22-R-63.



Moved by Councilmember David Scagliola, seconded by Councilmember Mark Davis to approve Resolution 22-R-63.

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

Passed

8. **Resolution 22-R-76-** Consideration/Action to approve a Resolution approving a Bond Resolution previously adopted by the Board of Directors of the Schertz/Seguin Local Government Corporation (SSLGC) authorizing the issuance of obligations designated as “Schertz/Seguin Local Government Corporation Contract Revenue Improvement Bonds, New Series 2022A” acknowledging that these Obligations will be sold pursuant to the provisions of a Purchase Contract; ratifying, reconfirming and readopting provisions of a Regional Water Supply Contract executed between the City of Schertz, Texas, the City of Seguin, Texas, and the Schertz/Seguin Local Government Corporation, authorizing the Mayor, the City Manager, and the City Secretary of the City of Schertz, Texas to execute on behalf of the City of Schertz, Texas all documents in connection with this transaction; and other matters in connection therewith (B. James/S. Williams/A. Beard)

Mayor Gutierrez read the following into record:

#### **RESOLUTION NO. 22-R-76**

**APPROVING A RESOLUTION BY THE SCHERTZ CITY COUNCIL  
APPROVING A BOND RESOLUTION PREVIOUSLY ADOPTED BY THE  
BOARD OF DIRECTORS OF THE SCHERTZ/SEGUIN LOCAL  
GOVERNMENT CORPORATION AUTHORIZING THE ISSUANCE OF  
OBLIGATIONS DESIGNATED AS “SCHERTZ/SEGUIN LOCAL  
GOVERNMENT CORPORATION CONTRACT REVENUE IMPROVEMENT  
BONDS, NEW SERIES 2022A”; ACKNOWLEDGING THAT THESE BONDS  
WILL BE SOLD PURSUANT TO THE PROVISIONS OF A PURCHASE  
CONTRACT; RATIFYING, RECONFIRMING, AND READOPTING THE  
PROVISIONS OF A REGIONAL WATER SUPPLY CONTRACT EXECUTED  
BETWEEN THE CITY OF SCHERTZ, TEXAS, THE CITY OF SEGUIN,  
TEXAS, AND THE SCHERTZ/SEGUIN LOCAL GOVERNMENT  
CORPORATION; AUTHORIZING THE MAYOR, THE CITY MANAGER,  
AND THE CITY SECRETARY OF THE CITY OF SCHERTZ, TEXAS TO  
EXECUTE ON BEHALF OF THE CITY OF SCHERTZ, TEXAS ALL  
DOCUMENTS IN CONNECTION WITH THIS TRANSACTION; AND OTHER  
MATTERS IN CONNECTION THEREWITH**

Mayor Gutierrez recognized Assistant City Manager Brian James who stated that SSLGC is issuing bonds and the Schertz City Council has to approve it. Mr. James introduced Ms. Stephanie Leibe, a Partner at Norton Rose Fulbright US LLP, a company who provides bond counsel service to the City of Schertz and to SSLGC. She

explained that Resolution No. 22-R-76 acknowledges that SSLGC will go in the market to sell bonds to finance some infrastructure projects. SSLGC approved their bond resolution on 07-21-2022, the City of Seguin adopted their resolution on 08-02-2022. If the City Council approves this resolution tonight, SSLGC anticipates they will sell their bonds next week to a negotiated sale. The amount of the bonds is \$4.5 million.

Councilmember Scagliola stated he is the ex-officio for the SSLGC and they have been discussing the need for these bonds for a while. He is appreciative for the hard work SSLGC has done, and the management is superb.

Councilmember Scagliola made the following motion:" I MOVE THAT THE CITY COUNCIL APPROVE A RESOLUTION APPROVING A BOND RESOLUTION PREVIOUSLY ADOPTED BY THE BOARD OF DIRECTORS OF THE SCHERTZ/SEGUIN LOCAL GOVERNMENT CORPORATION AUTHORIZING THE ISSUANCE OF BONDS DESIGNATED AS "SCHERTZ/SEGUIN LOCAL GOVERNMENT CORPORATION CONTRACT REVENUE IMPROVEMENT BONDS, NEW SERIES 2022A"

Mayor Pro-Tem Heyward seconded the motion.

Moved by Councilmember David Scagliola, seconded by Mayor Pro-Tem Allison Heyward MOVE THAT THE CITY COUNCIL APPROVE A RESOLUTION APPROVING A BOND RESOLUTION PREVIOUSLY ADOPTED BY THE BOARD OF DIRECTORS OF THE SCHERTZ/SEGUIN LOCAL GOVERNMENT CORPORATION AUTHORIZING THE ISSUANCE OF BONDS DESIGNATED AS "SCHERTZ/SEGUIN LOCAL GOVERNMENT CORPORATION CONTRACT REVENUE IMPROVEMENT BONDS, NEW SERIES 2022A"

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

Passed

9. **Resolution No. 22-R-82** - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas, authorizing a preliminary maximum tax rate for Fiscal Year 2022-23 and setting the Public Hearing dates, and other matters in connection therewith. (M. Browne/B. James/J. Walters)

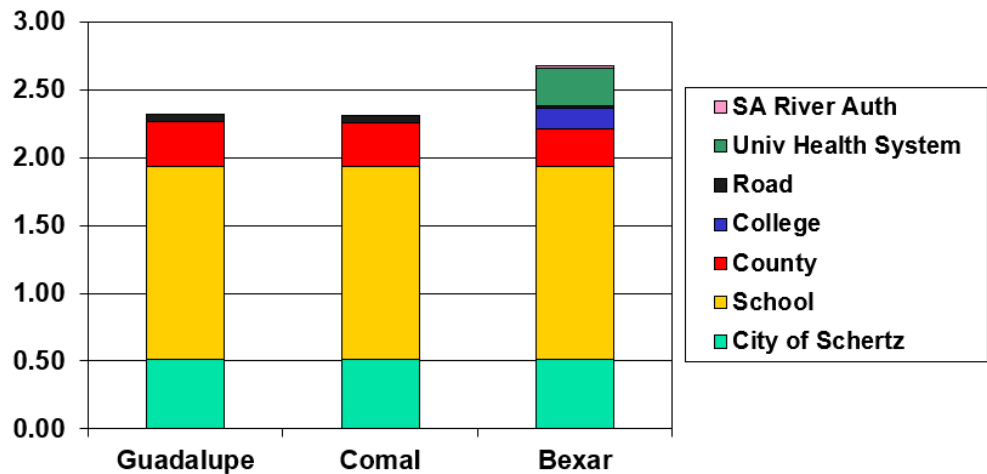
Mayor Gutierrez read the following into record:

#### **RESOLUTION NO. 22-R-82**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING A PRELIMINARY MAXIMUM TAX RATE FOR FISCAL YEAR 2022-23, AND OTHER MATTERS IN CONNECTION THEREWITH**

Mayor Gutierrez recognized Finance Director James Walters who provided a PowerPoint presentation on the City Council Budget & Tax Rate Workshop.

**Total Property Tax 2021**



**2022 Property Values:**

2021 Taxable value	\$4,113,819,189
2022 Equivalent Taxable Value	\$4,645,496,543
2022 New Taxable Development	<u>+\$116,497,996</u>
2022 Adjusted Taxable Value	\$4,761,994,539
Difference between Adjusted Taxable Values	\$648,175,350

# Tax Rate

No-New Revenue:	The tax rate which will generate the same revenue for the city from property on the previous year's tax roll.
Voter Approval Rate:	The rate if exceeded triggers an automatic election on the tax rate.
Current:	The rate currently adopted by the City.
Proposed Max:	The maximum rate set at which the final adopted rate cannot exceed.

## Tax Rate

Current:	\$0.5121
No New Revenue:	\$0.4526
Voter Approval:	\$0.4721
Voter Approval - Unused Increment:	\$0.5094
Proposed Max:	\$0.4999

\$0.01 is equal to \$477,000 revenue or \$29.48 on the average home

# Target Tax Rate

<u>Tax Rate</u>	Current	Proposed Maximum	
M&O	\$0.3470	\$0.3519	For <u>day to day</u> operations
I&S	\$0.1651	\$0.1480	To pay the City's debt
Total	<u>\$0.5121</u>	<u>\$0.4999</u>	

## FY 2022-23 City Tax Rate

Tax Rate Name	Tax Rate per \$100	Est. Tax Bill	Bill Increase	% Increase
No-new-revenue	\$0.4526	\$1,334.45	-	-
Voter Approval	\$0.4721	\$1,392.23	\$57.78	4.3%
w/Increment	\$0.5094	\$1,501.59	\$167.14	12.5%
Proposed	\$0.4999	\$1,473.59	\$139.13	10.4%
Current	\$0.5121	\$1,509.55	\$175.10	13.1%

Tax bills are based on average taxable value of homes for 2022 of \$294,800

Estimated Tax Bills and Bill Increases are annual amounts

Finance Director Walters provided additional information about Historic Tax Rates. Mr. Walters explained the Preliminary Tax Rate timeline.

- Rate set tonight will be the highest council is willing to consider
- The final adopted tax rate can be lower but not higher without additional notices and public hearings
- Staff will prepare information and updated budget recommendations based on this rate on August 23, 2022.

Mayor Pro-Tem Heyward stated that we should stay with the proposed tax rate of \$0.4999 as discussed in the Budget Retreat. Mayor Pro-Tem Heyward then made the motion to approve Resolution No. 22-R-82. Councilmember Dahle seconded the motion.

Councilmember Scagliola stated he looked over the numbers and understands we are going through a transition. A \$0.4000 rate is a little low, but \$0.4999 seemed a little high. He would like to challenge the staff and re-evaluate the numbers. Councilmember Scagliola would also like HR to look at some of the pay, cafeteria plans, and benefits that are provided by the city.

Councilmember Dahle agreed that the city should look at a Cafeteria Plan options for next year budget.

Councilmember Whittaker thanked staff for their hard work on the proposed budget. She stated that this year residents will probably see a tax increase in their tax bill. It is important to weigh the need for keeping the resident's tax bill as low as they can and still make sure our city's needs are met.

Mayor Gutierrez reiterated that this resolution is only setting the maximum tax rate. He agrees that we should have staff look over the numbers and see if the tax rate can be lowered.

Moved by Mayor Pro-Tem Allison Heyward, seconded by Councilmember Michael Dahle Authorize a preliminary Maximum Tax Rate of \$0.4999.

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

NAY: Councilmember David Scagliola

Passed

## **Workshop**

### **10. Proposed FY 2022-23 Budget - Workshop and Discussion on the Proposed FY 2022-23 Budget. (M. Browne/B. James/J. Walters)**

Mayor Gutierrez recognized Finance Director James Walters who provided a PowerPoint presentation on the Proposed FY 2022-2023.

# FY 2022-23 Budget Development

- More sales tax realized
- More aggressive on revenue projections
  - Sales tax – increasing from 5% to 6% (7% in out years)
- More aggressive on expense projections
  - Across the line-item adjustments to match long-term trends
  - Reduce department budgets by 2%
- All of this provides additional recurring funding

## Budget Priorities

- Established priorities from the pre-budget retreat
  - Infrastructure
  - CIP Planning/Document Development
  - New/Reconstruction of Facilities
  - Compensation
  - Increase Staffing

# FY 2022-23 Budget Highlights

- Expanded Programs Proposed to Fund
  - Wage Adjustment Proposal
  - New Personnel
  - Additional SPAM Funding
  - Bldg. 27 Parking Lot Surfacing
  - IT Upgrades – Internet & Fiber
  - Software – Purchasing & PD
  - Library Board Proposal

# FY 2022-23 Budget Highlights

- Expanded Programs Proposed to Fund
  - Wage Adjustment Proposal
  - New Personnel
  - Additional SPAM Funding
  - Bldg. 27 Parking Lot Surfacing
  - IT Upgrades – Internet & Fiber
  - Software – Purchasing & PD
  - Library Board Proposal



## FY 2022-23 Budget Highlights

- Wage Adjustment Proposal
  - One time, in lieu of merit
  - P/T and F/T - Non-public safety
  - 4/2/1 plan
  - Couple this with 3% ECI
  - Both to go into effect October 1

## FY 2022-23 Budget Highlights

- New Personnel
  - Proposing 15 new positions in General Fund:
    - Fire – 3 Firefighters for Station 4, Inspector
    - Engineering – Inspector, Engineer
    - IT – Public Safety Tech.
    - Parks – Parks Maintenance Tech.
    - Planning & Community Development – Plans Examiner
    - Police – 2 SRO's, Traffic Officer, Records Specialist
    - Fleet – Parts Clerk/Lube Tech.
    - Library – P/T Programming Specialist
  - Enterprise Funds:
    - EMS – 8 new personnel in planned phase approach

## FY 2022-23 Budget Highlights

- Additional SPAM Funding
  - FY 22/23 base has \$400,000
  - FY 22/23 expanded would increase that to \$650,000

Finance Director James Walters provided additional detailed information on the budget highlights of each program and where the funds were being spent in the departments.

Councilmember Whittaker thanked Mr. Walters and praised him on the proposed budget. She appreciated that Mr. Walters was able to identify each of these items, what they are, what the need is and why it is beneficial. Councilmember Whittaker thank him for his thoroughness.

Councilmember Scagliola stated on the Sales Tax graph the information is misleading. He believes that the sales taxes are not going down and not depreciating. He asked if staff could put in another line on the graph with a three-year average to show the upper trend with the sales tax revenue. Councilmember Scagliola stated he does not agree with the Main Street Project and the \$11,000,000 cost is a lot of money.

Councilmember Davis stated that the city does a comprehensive plan and evaluates the all the streets in the city and develops a plan to take care of the roads in an efficient manner. Main Street under the PCI index is one of the worst roads in the city and has to have its water lines and sewer lines replaced.

### **Roll Call Vote Confirmation**

Mayor Gutierrez recognized City Secretary Brenda Dennis who provided the roll call vote confirmation for Agenda Items 1 through 10.

### **Closed Session**

Mayor Guterrez read the following into record:

11. The City Council will meet in closed session in accordance with Section 551.074 of the Texas Government Code, Personnel Matters, to discuss the direction to fill the City Manager vacancy.
12. The City Council will meet in closed session in accordance with Section 551.074 of the Texas Government Code, personnel, to deliberate and evaluate the performance and duties of City Manager: Dr. Mark Browne.

Mayor Gutierrez recessed the Regular Meeting at 7:17 p.m. into closed session.

### **Reconvene into Regular Session**

Mayor Gutierrez reconvened into Regular Session at 8:41 p.m.

13. Take any action based on discussions held in Closed Session under Agenda Item 11.

No action was taken.

14. Take any action based on discussions held in Closed Session under Agenda Item 12.

No action was taken.

### **Roll Call Vote Confirmation**

No Roll call vote confirmation was provided.

### **Information available in City Council Packets - NO DISCUSSION TO OCCUR**

Mayor Gutierrez stated that Agenda Item 15 is an Informational item and can be found in the Council packets as well as can be found online.

15. Update on the Beck Landfill Permit Application

### **Requests and Announcements**

- Announcements by the City Manager.

Mayor Gutierrez recognized City Manager Dr. Mark Browne who thanked staff for the work they did with the budget, specially Sarah Gonzalez, James Walters and Department Heads.

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

No updates were requested.

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

No items were requested.

- Announcements by Mayor and Councilmembers

Mayor Gutierrez recognized the following Members of Council:

Mayor Pro-Tem Heyward stated that she attended the Budget Workshop Retreat and Ribbon Cutting Event at Taco Pelenque.

Councilmember Davis stated he attended the Budget Workshop Retreat and the Transportation Safety Advisory Board Meeting.

Councilmember Whittaker stated she attended the Budget Workshop Retreat and thanked Staff for a great presentation, she also stated she attended the Ribbon Cutting Event at Taco Pelenque.

Councilmember Dahle stated he attended the Budget Workshop Retreat, thanked Dr. Browne and Staff. Councilmember Dahle congratulated all the 20-year employees who were recognized this evening.

Councilmember Scagliola stated he also attended the Budget Workshop Retreat and the Ribbon Cutting Event at Taco Pelenque.

Councilmember Brown stated he also attended the Budget Workshop Retreat and thanked the staff.

### **Adjournment**

Mayor Gutierrez adjourned the meeting at 8:44 p.m.

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Ralph Gutierrez, Mayor

ATTEST:

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Brenda Dennis, City Secretary

**CITY COUNCIL MEMORANDUM**

**City Council Meeting:** August 23, 2022  
**Department:** City Secretary  
**Subject:** Resignations to various Boards, Commissions and Committees - Consideration and/or action approving the Resignation of Mr. Patrick Naughton as a Regular Member of the Historic Preservation Committee. (B. Dennis/Mayor-Council)

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**BACKGROUND**

The City Secretary Department received notice from Mr. Naughton indicating that he has been PCS back to North Carolina and is moving out of Schertz.

Staff recommends the resignation of Mr. Patrick Holmes' as a Regular Member of the Historical Preservation Committee.

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**CITY COUNCIL MEMORANDUM**

**City Council Meeting:** August 23, 2022  
**Department:** Executive Team  
**Subject:** Resolution No. 22-R-90 - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas approving requests for Schertz Main Street Local Flavor Economic Development Grants for 409 and 815 Main Street. (M. Browne/B. James)

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**BACKGROUND**

The owner of the building at 409 Main Street (Social on Main) has requested a Main Street Local Flavor Grant for up to \$1,650 for air conditioning work. This falls under the systems grant category. This owner has received \$13,880.53 in grants to date. \$11,000 of that was in 2020 and the remaining \$2,880.53 was in 2021. Grants are capped at no more than \$40,000 over a 5-year period and no more than \$15,000 in systems grants in a year. The applicant's AC unit failed, and he replaced it. The grant criteria allows Council to approve grants for repair and replacement work that was done if he contacts the City within 14 days, which he did.

The owner of the building at 815 Main (formerly the Contreras Flower Shop) is applying for a Main Street Local Flavor Grant for up to \$4,750 generally for electrical, plumbing and mechanical related work. These fall under the systems grant category. This property has not received any grants in the past.

**GOAL**

Promote and enhance commercial activity along Main Street to promote the economic, cultural and general welfare of the public. The area around Main Street in Schertz once served as the commercial and social hub of the community. The City seeks to improve the image of the area around Main Street through the inducement of public money to promote local economic development and stimulate business and commercial activities in the City.

**COMMUNITY BENEFIT**

Encourage the attraction of small businesses that will create local charm and help develop a sense of place in and around Main Street. Promote commercial development. Stabilize and improve property values. Foster civic pride. Strengthen the economy of the City by protecting and enhancing the attractiveness of the Main Street area to residents and visitors, as well as provide support of local businesses.

**SUMMARY OF RECOMMENDED ACTION**

Staff recommends approval of Resolution 22-R-90 approving Schertz Main Street Local Flavor Economic Development Grants for up to \$1,650.00 for 409 Main Street and up to \$4,750.00 for 815 Main Street.

**FISCAL IMPACT**

Up to \$6,400 for both grants.

**RECOMMENDATION**

Approve Resolution No 22-R-90

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**Attachments**

Res 22 R 90 Main Street Grant

[Local Flavor Agreement 815 Main](#)

[Local Flavor Agreement 409 Main](#)

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**RESOLUTION NO. 22-R-90**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS APPROVING REQUESTS FOR A SCHERTZ MAIN STREET LOCAL FLAVOR ECONOMIC DEVELOPMENT GRANTS FOR 409 MAIN and 815 MAIN STREET IN THE CITY OF SCHERTZ, TEXAS, AND RELATED MATTERS IN CONNECTION THEREWITH**

**WHEREAS**, The City of Schertz desires to protect, enhance, and preserve the historic resources and landmarks which represent distinctive elements of Schertz' historic, architectural, economic, cultural, and social heritage by providing property owners and incentive for protecting their property; and

**WHEREAS**, the City of Schertz desires to encourage the attraction of small businesses that will create local charm and help develop a sense of place in and around Main Street;

**WHEREAS**, the City of Schertz desires to stabilize and improve property values; and

**WHEREAS**, Foster civic pride in the beauty and accomplishments of the past, and to promote the use of the historic structures for the culture, education, and general welfare of residents; and

**WHEREAS**, Strengthen the economy of the city by protecting and enhancing the attractiveness of the Main Street area to residents and visitors, as well as provide support and stimulus to businesses.

**WHEREAS**, the City Council approved the Schertz Main Street Local Flavor Economic Development Grant;

**WHEREAS**, staff is in support of this program and recommended approval of the grant request for 409 Main for up to \$1,650.00 and 815 Main Street for up to \$4,750.00;

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

Section 1. The City Council hereby approves the Schertz Main Street Local Flavor Economic Development Grant request for 409 Main 815 Main Street subject to the approved criteria of the program and execution of a funding agreement generally as outlined in 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 23<sup>rd</sup> day of August, 2022.

CITY OF SCHERTZ, TEXAS

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Ralph Gutierrez, Mayor

ATTEST:

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Brenda Dennis, City Secretary

(CITY SEAL)

## **Exhibit A**

STATE OF TEXAS                   §  
   §  
COUNTY OF BEXAR               §

SCHERTZ MAIN STREET LOCAL FLAVOR ECONOMIC DEVELOPMENT PROGRAM  
FUNDING AGREEMENT BETWEEN THE CITY OF SCHERTZ, TEXAS AND Jason  
Contreras FOR EXPENDITURE OF LOCAL FLAVOR GRANT FUNDS

This Local Flavor Development Program Funding Agreement (AGREEMENT) is made and entered into by and between the City of Schertz, Texas (CITY) and Jason Contreras, (ENTITY).

WHEREAS, the ENTITY has developed a proposal to Make improvements and repairs, including plumbing, electrical and mechanical work to 815 Main (the “Project”); and

WHEREAS, Section 380.001 of the Texas Local Government Code, as amended, allows the governing body of a municipality to establish and provide for the administration of one or more programs to promote state and local economic development and to stimulate business and commercial activity in the municipality; and

WHEREAS, the Schertz Main Street Local Flavor Economic Development Program is intended to encourage and expansion and attract small businesses that create local charm and help develop a sense of place in and around Main Street, promote commercial development, stabilize and improve property values, foster civic pride, and protect and enhance the attractiveness of the Main Street area to residents and visitors; and

WHEREAS, funding for the Schertz Main Street Local Flavor Economic Development Program will be provided annually through the City’s General Fund; and

WHEREAS, the Schertz Main Street Local Flavor Economic Development Program will enhance other city efforts to improve, beautify, and promote economic development in the Main Street area.

WHEREAS, the area around Main Street in Schertz once served as commercial and social hub of the community; and

WHEREAS, the City seeks to improve the image of the area around Main Street through restoration and rehabilitation of structures in the Main Street area to serve as a commercial, social, cultural and tourism hub of the City; and

WHEREAS, the City Council of the City of Schertz desires to provide funds to Jason Contreras (ENTITY).

NOW, THEREFORE, it is mutually agreed by and between the CITY and ENTITY as follows:

## GENERAL PROVISIONS

Section 1. Purpose. The purpose of this Agreement is to provide funding to the ENTITY for the project identified in the attached Exhibit "A" (the "Project"), the intent of which is to promote state and local economic development and to stimulate business and commercial activity in the municipality to encourage and expansion and attract small businesses that create local charm and help develop a sense of place in and around Main Street, promote commercial development, stabilize and improve property values, foster civic pride, and protect and enhance the attractiveness of the Main Street area to residents and visitors.

Section 2. Obligation of the ENTITY. The ENTITY shall use all of the awarded funds provided by the CITY in accordance with Chapter 351 of the Texas Tax Code, the ENTITY'S funding application, and the attached Exhibit "A".

Section 3. Reporting Requirements of the ENTITY. The ENTITY shall deliver a detailed accounting of the expenditures for the Project within thirty (30) days after completion of the Project (the "Post Event Report"). The Post Event Report shall include copies of receipts and other documents establishing the expenditures for the project. The CITY shall not make reimbursements for expenditures where no receipt or invoice is provided. Partial or incomplete reports will not be accepted.

Section 4. Authorization of Payment. Subject to the ENTITY'S satisfactory performance and compliance with the terms of this AGREEMENT, the CITY agrees to pay the ENTITY up to fifty percent (50%) of the Project. The Project is estimated to be approximately \$9,500.00 and fifty percent of which, is capped at 4,750.00 for work falling within the criteria for a systems grants. Payment(s) will be made within forty-five (45) days of acceptance of the complete Post Event Report. Partial or incomplete reports will not be accepted. Only expenditures that meet Chapter 351 of the Tax Code and this AGREEMENT shall be reimbursed.

Section 5. Appeal Process. Any ENTITY wishing to appeal the decision of the CITY must present their appeal in writing within ten (10) business days of funding denial.

Section 6. Rights. The City of Schertz has the right, at any time, to inspect the books or records of the ENTITY that may relate to performance of this AGREEMENT. The CITY, at its sole expenses, has the right to conduct an audit of the ENTITY or Project.

Section 7. Term. The AGREEMENT shall become effective as of the date entered below. The AGREEMENT shall terminate one year from its effective date or once the terms have been met, whichever occurs first.

Section 8. Indemnification. The ENTITY agrees to defend, indemnify and hold harmless the CITY, its officers, agents and employees, against any and all claims, lawsuits, judgments, cause of action, costs and expenses for personal injury (including death), property damage or other harm for which recovery of damages is sought, suffered by any person or persons, that may arise out of or be occasioned by the ENTITY'S breach of any of the terms or provisions of this AGREEMENT, or by any negligent act or

omission of the ENTITY, its officers, agents, servants, employees, contractors, or subcontractors, in the performance of this AGREEMENT; except that the indemnity provided for in this paragraph shall not apply to any liability resulting from the sole negligence of the CITY, its officers, agents, employees or separate contractors, and in the event of joint and concurrent negligence of both the ENTITY and the CITY under Texas law and without waiving any defenses of the parties under Texas law. The provisions of this paragraph are solely for the benefit of the parties hereto and not intended to create or grant any rights, contractual or otherwise, to any other person or entity. Both parties expressly agree that this AGREEMENT does not assign any responsibility for civil liability to the City of Schertz that may arise by virtue of this AGREEMENT.

Section 9. Termination. A party may terminate this AGREEMENT in whole or in part if the other party fails to comply with a term of the AGREEMENT, including the inability of the ENTITY to conform to any change required by federal, state or local laws or regulations; or for the convenience of either party. The terminating party shall provide written notification to the other party of the decision to terminate this AGREEMENT within thirty (30) days before the effective date of termination. A party may terminate the AGREEMENT for breach of any provision of this AGREEMENT, upon written notice of the breach and the breaching party shall have ten (10) days after receipt of the written notice in which to cure the breach to the satisfaction of the non-breaching party.

Section 10. Notice. All notices required or permitted under this AGREEMENT shall be in writing and shall be delivered in person or mailed as follows:

to the CITY at:

City of Schertz  
Attention: City Manager  
1400 Schertz Parkway  
Schertz, TX 78154  
(210) 619-1000

To: Jason Contreras  
Attention: Jason Contreras  
815 Main  
Schertz, Texas 78154

#### MISCELLANEOUS

Section 11. Entire Agreement. This AGREEMENT constitutes the entire agreement of the parties regarding the subject matter contained herein. The parties may not modify or amend this AGREEMENT, except by written agreement approved by the governing bodies of each party and duly executed by both parties.

Section 12. Approval. This AGREEMENT has been duly and properly approved by each party's governing body and constitutes a binding obligation on each party.

Section 13. Assignment. Except as otherwise provided in this AGREEMENT, a party may not assign this AGREEMENT or subcontract the performance of services without first obtaining the written consent of the other party.

Section 14. Non-Waiver. A party's failure or delay to exercise right or remedy does not constitute a waiver of the right or remedy. An exercise of a right or remedy under this AGREEMENT does not preclude the exercise of another right or remedy. Rights and remedies under this AGREEMENT are cumulative and are not exclusive of other rights or remedies provided by law.

Section 15. Paragraph Headings. The various paragraph headings are inserted for convenience of reference only, and shall not affect the meaning or interpretation of this AGREEMENT or any section thereof.

Section 16. Attorney fees. In any lawsuit concerning this AGREEMENT, the prevailing party shall be entitled to recover reasonable attorney's fees from the nonprevailing party, plus all out-of-pocket expense such as deposition costs, telephone, calls, travel expenses, expert witness fees, court costs, and their reasonable expenses, unless otherwise prohibited by law.

Section 17. Severability. The parties agree that in the event any provision of this AGREEMENT is declared invalid by a court of competent jurisdiction that part of the AGREEMENT is severable and the decree shall not affect the remainder of the AGREEMENT. The remainder of the AGREEMENT shall be in full force and effect.

Section 18. Venue. The parties agree that all disputes that arise of this AGREEMENT are governed by the laws of the State of Texas and venue for all purposes herewith shall be in Milam County, Texas.

Section 19. Certificate of Insurance. The ENTITY agrees to provide a certificate of insurance for liability and worker's compensation insurance or letter of self-insurance on its letterhead indicating its self-insured status before any event awarded funding under this AGREEMENT. The cost of the insurance herein mentioned to be secured and maintained by the ENTITY shall be borne solely by the ENTITY.

IN WITNESS HEREOF, the CITY and ENTITY make and execute this AGREEMENT to be effective this \_\_\_\_\_day of \_\_\_\_\_, 2022.

CITY OF SCHERTZ, TEXAS

ENTITY

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City Manager

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Jason Contreras

ATTEST:

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City Secretary

## EXHIBIT A

[Describe the project to be performed]



STATE OF TEXAS               §  
   §  
COUNTY OF BEXAR         §

SCHERTZ MAIN STREET LOCAL FLAVOR ECONOMIC DEVELOPMENT PROGRAM  
FUNDING AGREEMENT BETWEEN THE CITY OF SCHERTZ, TEXAS AND Joe,  
Frances and Jolean Huerta, FOR EXPENDITURE OF LOCAL FLAVOR GRANT  
FUNDS

This Local Flavor Development Program Funding Agreement (AGREEMENT) is made and entered into by  
and between the City of  
Schertz, Texas (CITY) and Joe, Frances and Jolean Huerta, (ENTITY).

WHEREAS, the ENTITY has developed a proposal to  
make HVAC improvements at 409 Main (the “Project”); and

WHEREAS, Section 380.001 of the Texas Local Government Code, as amended, allows the governing body of a municipality to establish and provide for the administration of one or more programs to promote state and local economic development and to stimulate business and commercial activity in the municipality; and

WHEREAS, the Schertz Main Street Local Flavor Economic Development Program is intended to encourage and expansion and attract small businesses that create local charm and help develop a sense of place in and around Main Street, promote commercial development, stabilize and improve property values, foster civic pride, and protect and enhance the attractiveness of the Main Street area to residents and visitors; and

WHEREAS, funding for the Schertz Main Street Local Flavor Economic Development Program will be provided annually through the City’s General Fund; and

WHEREAS, the Schertz Main Street Local Flavor Economic Development Program will enhance other city efforts to improve, beautify, and promote economic development in the Main Street area.

WHEREAS, the area around Main Street in Schertz once served as commercial and social hub of the community; and

WHEREAS, the City seeks to improve the image of the area around Main Street through restoration and rehabilitation of structures in the Main Street area to serve as a commercial, social, cultural and tourism hub of the City; and

WHEREAS, the City Council of the City of Schertz desires to provide funds to Joe, Frances and Jolean Huerta (ENTITY).

NOW, THEREFORE, it is mutually agreed by and between the CITY and ENTITY as follows:

## GENERAL PROVISIONS

Section 1. Purpose. The purpose of this Agreement is to provide funding to the ENTITY for the project identified in the attached Exhibit "A" (the "Project"), the intent of which is to promote state and local economic development and to stimulate business and commercial activity in the municipality to encourage and expansion and attract small businesses that create local charm and help develop a sense of place in and around Main Street, promote commercial development, stabilize and improve property values, foster civic pride, and protect and enhance the attractiveness of the Main Street area to residents and visitors.

Section 2. Obligation of the ENTITY. The ENTITY shall use all of the awarded funds provided by the CITY in accordance with Chapter 351 of the Texas Tax Code, the ENTITY'S funding application, and the attached Exhibit "A".

Section 3. Reporting Requirements of the ENTITY. The ENTITY shall deliver a detailed accounting of the expenditures for the Project within thirty (30) days after completion of the Project (the "Post Event Report"). The Post Event Report shall include copies of receipts and other documents establishing the expenditures for the project. The CITY shall not make reimbursements for expenditures where no receipt or invoice is provided. Partial or incomplete reports will not be accepted.

Section 4. Authorization of Payment. Subject to the ENTITY'S satisfactory performance and compliance with the terms of this AGREEMENT, the CITY agrees to pay the ENTITY up to fifty percent (50%) of the Project. The proposed HVAC work falls into the Systems Grant category which is eligible for up to \$15,000 annually. The Project is estimated to be approximately \$3,300.00 and fifty percent of that is \$1,650. Payment will be made within forty-five (45) days of acceptance of the complete Post Event Report. Partial or incomplete reports will not be accepted. Only expenditures that meet Chapter 351 of the Tax Code and this AGREEMENT shall be reimbursed.

Section 5. Appeal Process. Any ENTITY wishing to appeal the decision of the CITY must present their appeal in writing within ten (10) business days of funding denial.

Section 6. Rights. The City of Schertz has the right, at any time, to inspect the books or records of the ENTITY that may relate to performance of this AGREEMENT. The CITY, at its sole expenses, has the right to conduct an audit of the ENTITY or Project.

Section 7. Term. The AGREEMENT shall become effective as of the date entered below. The AGREEMENT shall terminate one year from its effective date or once the terms have been met, whichever occurs first.

Section 8. Indemnification. The ENTITY agrees to defend, indemnify and hold harmless the CITY, its officers, agents and employees, against any and all claims, lawsuits, judgments, cause of action, costs and expenses for personal injury (including death), property damage or other harm for which recovery of damages is sought, suffered by any person or persons, that may arise out of or be occasioned by the ENTITY's breach of any of the terms or provisions of this AGREEMENT, or by any negligent act or

omission of the ENTITY, its officers, agents, servants, employees, contractors, or subcontractors, in the performance of this AGREEMENT; except that the indemnity provided for in this paragraph shall not apply to any liability resulting from the sole negligence of the CITY, its officers, agents, employees or separate contractors, and in the event of joint and concurrent negligence of both the ENTITY and the CITY under Texas law and without waiving any defenses of the parties under Texas law. The provisions of this paragraph are solely for the benefit of the parties hereto and not intended to create or grant any rights, contractual or otherwise, to any other person or entity. Both parties expressly agree that this AGREEMENT does not assign any responsibility for civil liability to the City of Schertz that may arise by virtue of this AGREEMENT.

Section 9. Termination. A party may terminate this AGREEMENT in whole or in part if the other party fails to comply with a term of the AGREEMENT, including the inability of the ENTITY to conform to any change required by federal, state or local laws or regulations; or for the convenience of either party. The terminating party shall provide written notification to the other party of the decision to terminate this AGREEMENT within thirty (30) days before the effective date of termination. A party may terminate the AGREEMENT for breach of any provision of this AGREEMENT, upon written notice of the breach and the breaching party shall have ten (10) days after receipt of the written notice in which to cure the breach to the satisfaction of the non-breaching party.

Section 10. Notice. All notices required or permitted under this AGREEMENT shall be in writing and shall be delivered in person or mailed as follows:

to the CITY at:

City of Schertz  
Attention: City Manager  
1400 Schertz Parkway  
Schertz, TX 78154  
(210) 619-1000

To Joe, Frances and Jolean Huerta at:  
Attention: Joe Huerta  
409 Main  
Schertz, Texas 78154

#### MISCELLANEOUS

Section 11. Entire Agreement. This AGREEMENT constitutes the entire agreement of the parties regarding the subject matter contained herein. The parties may not modify or amend this AGREEMENT, except by written agreement approved by the governing bodies of each party and duly executed by both parties.

Section 12. Approval. This AGREEMENT has been duly and properly approved by each party's governing body and constitutes a binding obligation on each party.

Section 13. Assignment. Except as otherwise provided in this AGREEMENT, a party may not assign this AGREEMENT or subcontract the performance of services without first obtaining the written consent of the other party.

Section 14. Non-Waiver. A party's failure or delay to exercise right or remedy does not constitute a waiver of the right or remedy. An exercise of a right or remedy under this AGREEMENT does not preclude the exercise of another right or remedy. Rights and remedies under this AGREEMENT are cumulative and are not exclusive of other rights or remedies provided by law.

Section 15. Paragraph Headings. The various paragraph headings are inserted for convenience of reference only, and shall not affect the meaning or interpretation of this AGREEMENT or any section thereof.

Section 16. Attorney fees. In any lawsuit concerning this AGREEMENT, the prevailing party shall be entitled to recover reasonable attorney's fees from the nonprevailing party, plus all out-of-pocket expense such as deposition costs, telephone, calls, travel expenses, expert witness fees, court costs, and their reasonable expenses, unless otherwise prohibited by law.

Section 17. Severability. The parties agree that in the event any provision of this AGREEMENT is declared invalid by a court of competent jurisdiction that part of the AGREEMENT is severable and the decree shall not affect the remainder of the AGREEMENT. The remainder of the AGREEMENT shall be in full force and effect.

Section 18. Venue. The parties agree that all disputes that arise of this AGREEMENT are governed by the laws of the State of Texas and venue for all purposes herewith shall be in Milam County, Texas.

Section 19. Certificate of Insurance. The ENTITY agrees to provide a certificate of insurance for liability and worker's compensation insurance or letter of self-insurance on its letterhead indicating its self-insured status before any event awarded funding under this AGREEMENT. The cost of the insurance herein mentioned to be secured and maintained by the ENTITY shall be borne solely by the ENTITY.

IN WITNESS HEREOF, the CITY and ENTITY make and execute this AGREEMENT to be effective this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

CITY OF SCHERTZ, TEXAS

ENTITY

\_\_\_\_\_  
City Manager

\_\_\_\_\_  
(Joe Huerta)

\_\_\_\_\_  
(Frances Huerta)

\_\_\_\_\_  
(Jolean Huerta)

ATTEST:

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City Secretary

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(Date)

## EXHIBIT A

[Describe the project to be performed]

**CITY COUNCIL MEMORANDUM**

**City Council Meeting:** August 23, 2022  
**Department:** Public Works  
**Subject:** Resolution No. 22-R-83 - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas authorizing the purchase of a sewer camera through Visual Imaging Resources a HGACBUY Purchasing Cooperative and other matters in connection therewith. (B. James/S. Williams/S. Mayfield)

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**BACKGROUND**

The Public Works Department is purchasing a sewer camera. Multiple vendors were contacted as to what type of camera and features they could provide, along with cost. Staff is proposing to purchase a camera from Visual Imaging Resources - on HGAC Cooperative Contract SC01-21. Authority for such participation is granted under Texas Government Code §§ 791.001 et seq as amended. Cooperative Purchasing Services under this interlocal agreement (ILA) are extended to all Texas State, City or County Government Agencies, or any other Local Government Entity as defined in the Texas Government Code § 791.003. The standard cost of this camera and options is \$88,756.00. The City is achieving a savings of \$11,151 by purchasing from this vendor through this contract.

The sewer camera has many advanced features which expand the capabilities of the camera including pan/tilt as well as automatic raise and lower. It also includes top and bottom rollers to protect the cabling system from damage. The included automatic cable reel also maintains the proper tensioning on the cable to further reduce cable damage while extending and retracting the camera, which is a unique feature to the Visual Imaging Resources camera system.

**GOAL**

Authorize the purchase of a sewer camera from Visual Imaging Resources.

**COMMUNITY BENEFIT**

This camera system will assist Water Department Staff in inspecting the sanitary sewer system to help find issues in the sewer system before they become larger issues. These additional inspections will allow the Water Department to better plan for future projects and maintain the sewer infrastructure of the City. The camera system can also be used to inspect the storm sewer system owned and maintained by the City.

**SUMMARY OF RECOMMENDED ACTION**

Staff recommends City Council approve Resolution 22-R-83 to purchase a sewer camera from Visual Imaging Resources

**FISCAL IMPACT**

The total cost of the camera system is \$77,605 and the funds for the purchase were budgeted in the FY 21-22 Water Department Budget.

**RECOMMENDATION**

Staff recommends City Council approve Resolution 22-R-83 to purchase a sewer camera from Visual Imaging Resources

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**Attachments**

Contract  
22-R-86

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**VISUAL IMAGING RESOURCES**

P.O. Box 703443

Plymouth, MI 48170

734-744-5557

Sales@virproteus.com

WWW.VISUALIMAGINGRESOURCES.COM

**ADDRESS**

City of Schertz PW  
10 Commercial Place  
Schertz, TX 78154

**SHIP TO**

City of Schertz PW  
10 Commercial Place  
Schertz, TX 78154

**ESTIMATE# 5624****DATE 07/27/2022****END USER/VIN#**

Schertz, TX

**VIR REP**

A. Jacobo

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
<b>CCU208</b>	CCU - CAMERA CONTROL UNIT - PROTEUS	1	12,750.00	12,750.00T
<b>LCP05</b>	5M LINK CABLE - PROTEUS	1	375.00	375.00T
<b>RAP200</b>	MOTORIZED CABLE REEL FOR 656' OF CABLE	1	16,875.00	16,875.00T
<b>CAP250</b>	820' - INSPECTION CABLE	1	5,675.00	5,675.00T
<b>CRP140</b>	140MM PROTEUS CRAWLER: - Steerable 6-Wheel Drive - Motorized Lift - Built-In Standard - Inclination & Tilt Sensor - Standard - Multi-Frequency Sonde - 33, 512 & 640Hz - Includes (6) 90MM Soft Rubber Wheels - Center In 6 - 24"	1	22,560.00	22,560.00T
<b>CAM026L</b>	CAM026L PAN&TILT: - Lasers Standard for Diameter Measurement - Hight Resolution - Adjustable Focus - Continuous Rotation - Auto-Home Feature - (6) High Powered & Adjustable LED Lights - Pressurized to 14psi - 3x Digital Zoom & 135Deg of Pan - Compatible with CRP90, CRP140 CPL150 & CRP300	1	15,720.00	15,720.00T
<b>QRW115SR/150</b>	115MM SOFT RUBBER QUICK RELEASE WHEEL FOR CRP140/150 - FOR 8" - 12" PIPE DIAMETERS	4	250.00	1,000.00T
	OPTIONAL ITEMS:			
<b>CGP01</b>	CABLE GUIDE PULLEY- SUB-SURFACE CABLE PROTECTION ROLLER	1	725.00	725.00T
<b>TRP</b>	Top Roller Pulley	1	725.00	725.00T
<b>QRW140XLSR/150</b>	140MM-XL SOFT RUBBER QUICK RELEASE WHEEL - CRP140/150 - FOR USE IN 18" DIAMETER PIPE AND GREATER	0	375.00	0.00T
<b>CGP200</b>	ADJ. CABLE GUIDE ROLLER - 200M REELS	1	1,200.00	1,200.00T
<b>ALB300</b>	AUX LIGHT/BACKEYE CAMERA - PROTEUS	0	2,900.00	0.00T

PLEASE NOTE: PAYMENTS MADE BY CREDIT CARD WILL BE SUBJECTED TO A  
3% PROCESSING FEE.

Thank you for your business!

SUBTOTAL

77,605.00

TAX

0.00

PRINT NAME: \_\_\_\_\_

Date: \_\_\_\_\_

TOTAL

**\$77,605.00**

Accepted By

Accepted Date

PLEASE NOTE: PAYMENTS MADE BY CREDIT CARD WILL BE SUBJECTED TO A  
3% PROCESSING FEE.



**RESOLUTION NO. 22-R-86**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING THE PURCHASE OF A SEWER CAMERA THROUGH VISUAL IMAGING RESOURCES A HGACBUY PURCHASING COOPERATIVE AND OTHER MATTERS IN CONNECTION THEREWITH**

WHEREAS, the City of Schertz identified the need to purchase a Sewer Camera through Visual Imaging Resources through HGACBuy Purchasing Cooperative; and

WHEREAS, City Staff has identified the need to purchase the camera to provide preventative sewer collection system ; and

WHEREAS, City staff of the City of Schertz (the “City”) has recommended that the City purchase the camera in the amount of \$77,605 and

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

Section 1. The City Council hereby authorizes the City to purchase the camera.

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 23<sup>rd</sup> day of August, 2022.

CITY OF SCHERTZ, TEXAS

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Ralph Gutierrez, Mayor

ATTEST:

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Brenda Dennis, City Secretary

(CITY SEAL)

**EXHIBIT A**

\_\_\_\_\_ **AGREEMENT**

**CITY COUNCIL MEMORANDUM**

**City Council Meeting:** August 23, 2022  
**Department:** Executive Team  
**Subject:** Resolution No. 22-R-81 - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas creating a Neighborhood Empowerment Zone for the Main Street area. (M. Browne/B. James)

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**BACKGROUND**

At the request of Council, on June 28, 2022 staff provided an update on the Main Street Incentive efforts including fee waivers. In particular were a few fees that are not currently being waived - tap and street cut, tree mitigation and impact fees. Staff recommended that Council create a Neighborhood Empowerment Zone per Chapter 378 of the Local Government Code for the Main Street area as part of this effort.

Neighborhood Empowerment Zones are a tool to create affordable housing, including manufactured housing, increase economic development in the zone, increase the quality of social services, education, or public safety provided to residents of the zone, and aid in the rehabilitation of affordable housing in the zone. In the case of Main Street the primary focus would be on increasing economic development. It does this by authorizing the City to waive or adopt fees related to the construction of buildings in the zone, including fees related to the inspection of buildings and impact fees, enter into agreements, for a period of not more than 10 years, for the purpose of benefiting the zone, for refunds of municipal sales tax on sales made in the zone, enter into agreements abating municipal property taxes on property in the zone subject to the duration limits of Section 312.204, Tax Code, and set baseline performance standards, such as the Energy Star Program as developed by the Department of Energy, to encourage the use of alternative building materials that address concerns relating to the environment or to the building costs, maintenance, or energy consumption.

**GOAL**

Promote and enhance commercial activity along Main Street to promote the economic, cultural and general welfare of the public. The area around Main Street in Schertz once served as the commercial and social hub of the community. The City seeks to improve the image of the area around Main Street through the inducement of public money to promote local economic development and stimulate business and commercial activities in the City.

**COMMUNITY BENEFIT**

Encourage the attraction of small businesses that will create local charm and help develop a sense of place in and around Main Street. Promote commercial development. Stabilize and improve property values. Foster civic pride. Strengthen the economy of the City by protecting and enhancing the attractiveness of the Main Street area to residents and visitors, as well as provide support of local businesses.

**SUMMARY OF RECOMMENDED ACTION**

Staff recommends approval of Resolution 22-R-81 approving a Schertz Main Street Neighborhood Empowerment Zone.

**FISCAL IMPACT**

There is no fiscal impact tied directly to the creation of the Neighborhood Empowerment Zone. If the City chooses to waive additional fees or provide other incentives through separate action, the fiscal impact of those decisions will be provided at that time.

**RECOMMENDATION**

Approve Resolution 22-R-81.

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**Attachments**

Resolution 22-R-81 w/exhibit

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**RESOLUTION NO. 22-R-81**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS CREATING THE SCHERTZ MAIN STREET AREA NEIGHBORHOOD EMPOWERMENT ZONE OF SCHERTZ, TEXAS, AND RELATED MATTERS IN CONNECTION THEREWITH**

**WHEREAS**, The City of Schertz desires to increase the public health, safety, and welfare of the persons in the municipality; and

**WHEREAS**, The City of Schertz City Council finds that the creation of the zone satisfies the requirements of Section 312.202, Tax Code.

**WHEREAS**, The City of Schertz City Council finds that the Schertz Main Street Area Neighborhood Empowerment Zone should be created in the area show on Exhibit "A" – generally on the north and south sides of Main Street, between Exchange Avenue and the railroad tracks, between Schertz Parkway and Aviation Blvd.; and

**WHEREAS**, The City of Schertz City Council finds that the creation of the Schertz Main Street Area Neighborhood Empowerment Zone benefits and is for the public purpose of increasing the public health, safety, and welfare of the persons in the municipality; and

**WHEREAS**, The City of Schertz City Council finds that the creation of the Schertz Main Street Area Neighborhood Empowerment Zone would promote the creation of affordable housing, including manufactured housing, in the zone; increase in economic development in the zone; increase in the quality of social services, education, or public safety provided to residents of the zone; or the rehabilitation of affordable housing in the zone.

**WHEREAS**, The program is intended to stabilize and improve property values; and

**WHEREAS**, Foster civic pride in the beauty and accomplishments of the past, and to promote the use of the historic structures for the culture, education, and general welfare of residents; and

**WHEREAS**, Strengthen the economy of the city by protecting and enhancing the attractiveness of the Main Street area to residents and visitors, as well as provide support and stimulus to businesses; and

**WHEREAS**, given the aims of the Comprehensive Plan as it relates to Main Street and in particular the desire to foster commercial development that serves tourists and residents; and

**WHEREAS**, the Schertz Historic Preservation Committee is recommending amendment to the program to better achieve the aims outlined above;

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

Section 1. The City Council hereby amends the Schertz Main Street Area Preservation Incentive Program as outlined in Exhibit "A" – Schertz Main Street Area Incentive Program Summary and authorizing the City Manager and City Attorney to amend the grant agreement accordingly.

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 23rd day of August, 2022.

CITY OF SCHERTZ, TEXAS

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Ralph Gutierrez, Mayor

ATTEST:

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Brenda Dennis, City Secretary

(CITY SEAL)



Main Street Incentive Area

City of Schertz

Exhibit "A"

Schertz Main Street Neighborhood Empowerment Zone

## CITY COUNCIL MEMORANDUM

**City Council Meeting:** August 23, 2022

**Department:** Fire Department

**Subject:** Resolution No. 22-R-87-Consideration and/or action approving a Resolution by the City Councils, respectively, for the City of Schertz, City of Live Oak, and the City of Universal City, Texas approving an application for a Defense Economic Adjustment Assistance Grant (DEAAG) related to the provision of goods and services to Joint Base San Antonio (JBSA); authorizing the Alamo Area Council of Governments (AACOG) to submit the application and if awarded, administer the Grant on behalf of the cities; and authorizing the procurement and installation of a Traffic Signal Pre-Emption System. The grant must be applied for by September 1, 2022. (M. Browne/G.Rodgers)

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### BACKGROUND

The Defense Economic Adjustment Assistance Grant (DEAAG) program is an infrastructure grant program designed to assist defense communities that have been positively or negatively impacted by a change or announced change by the Department of Defense. DEAAG funding is available to local municipalities, counties, defense base development authority, junior college districts and Texas State Technical College campuses, and regional planning commissions representing these communities. DEAAG funding is available to meet matching requirements for federal funding. Grants awarded may range from \$50,000 to \$5 million per project. As such, the cities find it advantageous both in performance and cost to go into this grant collectively. This program is expandable to allow other cities in the region to join into as well. This opportunity was late breaking; the fire chiefs of the cities have been discussing, and the budget is still being worked out, but the deadline for submission requires this to be brought forward now.

If awarded, AACOG would administer the grant on behalf of the cities, authorizing procurement and installation of the traffic signal preemption system.

### GOAL

To work through the grant process with regional stakeholders (Universal City being the lead agency) to receive a DEAAG through AACOG to join regional response/public safety organizations in a traffic preemption system for fire and EMS organizations that participates in the program. This grant would cover 50% of the program cost over the 10-year life span of the grant and will allow for better coordination of response efforts between organizations.

### COMMUNITY BENEFIT

Reduce implementation cost of a life-saving technology program by 50% while promoting mutual aid strategies to significantly improve response times within the region. While these improvements in response time has a direct and significant positive impact on incident outcomes and saves lives, it will also reduce crash risk and mitigate risk for everyday drivers and first responders, improve fuel consumption, reduce vehicle wear and tear keeping maintenance and repair costs lower,

**SUMMARY OF RECOMMENDED ACTION**

In receiving DEAAG, we would join in a regional grant with JBSA, Live Oak, and Universal City to purchase the GTT Opticom system for a regional traffic preemption program that would cover 50% of the program cost for 10 years.

**FISCAL IMPACT**

The grant would cover 50% of the program cost for 10 years and save the city more than \$200,000 to try and implement the system outside of this grant opportunity. The participation cost to the City of Schertz is still being worked with Universal City, but we recommend allocating \$250,000 in the budget.

**RECOMMENDATION**

To approve Resolution No. 22-R-87.

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**Attachments**

Resolution 22-R-87

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## **RESOLUTION NO. 22-R-87**

**A RESOLUTION BY THE CITY COUNCILS, RESPECTIVELY, FOR THE CITY OF SCHERTZ, LIVE OAK, AND UNIVERSAL CITY, TEXAS APPROVING AN APPLICATION FOR A DEFENSE ECONOMIC ADJUSTMENT ASSISTANCE GRANT (DEAAG) RELATED TO THE PROVISION OF GOODS AND SERVICES TO JOINT BASE SAN ANTONIO (JBSA); AUTHORIZING THE ALAMO AREA COUNCIL OF GOVERNMENTS (AACOG) TO SUBMIT THE APPLICATION, AND IF AWARDED, ADMINISTER THE GRANT ON BEHALF OF THE CITIES; AND AUTHORIZING THE PROCUREMENT AND INSTALLATION OF A TRAFFIC SIGNAL PRE-EMPTION SYSTEM.**

**WHEREAS**, the City Councils of the City of Schertz, Live Oak, and Universal City (collectively “Cities”), Texas are defense communities as defined in Local Government Code 397.001; and

**WHEREAS**, the Cities have found it to be advantageous to JBSA to enter an agreement with the AACOG to submit a DEAGG application to the Texas Military Preparedness Committee to provide goods and services to implement a traffic signal pre-emption system, to JBSA pursuant to Chapter 791 of the Texas Government Code; and

**WHEREAS**, the Cities recognize that a formal DEAGG application to provide goods and services to JBSA would allow for better coordination of effort to enhance JBSA’s ability to accomplish its mission in the most efficient manner possible by avoiding higher costs and substantial time delays; and

**WHEREAS**, the Cities understand that submitting a DEAGG application provides a framework for how the Parties will proceed to provide goods and services to support JBSA and obligates the Cities to terms and conditions specific to any procurement for goods or services as outlined in the DEAGG application.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITIES:**

**SECTION 1.** AACOG is hereby designated as the Authorized Representative for the DEAGG application submittal for the Cities and any procurement and installation of the goods and services awarded under the DEAGG application.

**SECTION 2.** The Mayor of each respective City is hereby authorized and directed to execute this Resolution and related application for the provision of goods and services to support JBSA.

**SECTION 3.** This Resolution shall take effect and be in full force from and after the date of its passage.

APPROVED and ADOPTED this the \_\_\_\_\_ day of August, 2022

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Ralph Gutierrez, Mayor  
Schertz, Texas

APPROVED and ADOPTED this the \_\_\_\_\_ day of August, 2022

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Mary M. Dennis, Mayor  
Live Oak, Texas

APPROVED and ADOPTED this the \_\_\_\_\_ day of August, 2022

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John Williams, Mayor  
Universal City, Texas



**CITY COUNCIL MEMORANDUM**

**City Council Meeting:** August 23, 2022  
**Department:** Finance  
**Subject:** Resolution No. 22-R-86 - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas, authorizing a preliminary maximum tax rate for Fiscal Year 2022-23 and setting the Public Hearing dates, and other matters in connection therewith. (M. Browne/B. James/J. Walters)

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**BACKGROUND**

On July 26, 2022, the City received the certified property tax rolls from the Guadalupe, Comal, and Bexar appraisal districts. The Guadalupe Tax Assessor-Collector used this information, and information provided by the City of Schertz, to calculate the No-new-revenue and Voter-approval tax rates for the 2022 Tax Year.

The No-new-revenue rate is a calculated rate that would provide the city with about the same amount of revenues it received the year before on properties taxed in both years. The Voter-approval Rate is a calculated maximum rate allowed by law without voter approval. If Council adopts a rate higher than the Voter Approval Rate, the tax rate will automatically be on the November 2022 ballot.

The 2022 No-new-revenue Rate is \$0.4526 per \$100 of valuation and the 2022 Voter-approval Base Rate is \$0.4721 per \$100 of valuation. With the prior year unused tax rates, the voter approval rate increases to \$0.4968.

Previously, the voter approval rate was reported as \$0.5094. After the August 9th Council Meeting, staff was notified of a calculation error on the official tax rate worksheet received from Guadalupe County Tax Assessor's office. Due to the previous preliminary rate being higher than the actual voter approval rate, staff recommends council set a new preliminary rate tonight.

This will not affect the tax rate and budget adoption schedule since there is only 1 required public hearing and voting can be done on the meeting with the hearing.

Staff is recommending a preliminary maximum property tax rate of \$0.4950 per \$100.

In accordance with Chapter 26.05(d) of the State's Property Tax Code, a governing body must hold a public hearing on the tax rate if the proposed tax rate exceeds the lower of the No-new-revenue or Voter-approval Tax Rate. In this case, the hearing is required as the proposed rate does exceed the No-new-revenue rate. Staff recommends holding a public hearing September 6<sup>th</sup> and encourages citizen participation and input in the adoption process.

A one-quarter page "Notice of Public Hearing on Tax Increase" must be published in the local newspaper and online in compliance with the Tax Code 26.06. The notice will contain information based upon a preliminary tax rate to be determined by the City Council and the date of the public hearing.

During the final tax rate adoption process Council can approve a lower rate at that time, however they will not be able to approve a higher rate without republishing the notices and holding additional public hearings.

#### **GOAL**

To set a preliminary maximum tax rate for the 2022 Tax Year.

#### **COMMUNITY BENEFIT**

Setting a tax rate provides funding for essential services.

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

Staff recommends council set the preliminary maximum tax rate at \$0.4950 and schedule public hearings.

#### **FISCAL IMPACT**

The proposed maximum rate maintains quality service to residents and businesses and provides growth in service offerings based on the classification and compensation study, staffing study and City priorities. The current property tax rate is \$0.5121 per \$100 valuation. The proposed maximum tax rate is \$0.4950 per \$100 valuation. The M&O portion of the property tax rate will decrease to \$0.3519 from \$0.3470 per \$100 valuation. The I&S portion will decrease to \$0.1480 from \$0.1651 per \$100 valuation. The annual impact on the average home value of \$294,800 will be a \$124.99 increase in the tax bill or an additional \$10.42 in monthly escrow payments.

#### **RECOMMENDATION**

Staff recommends Council approve resolution 22-R-86, setting a preliminary tax rate and scheduling public hearings.

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#### **Attachments**

Resolution 22-R-86

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**RESOLUTION NO. 22-R-86**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING A PRELIMINARY MAXIMUM TAX RATE FOR FISCAL YEAR 2022-23, AND OTHER MATTERS IN CONNECTION THEREWITH**

WHEREAS, the City staff of the City of Schertz (the “City”) has recommended that the City Council approve a preliminary maximum tax rate for Fiscal Year 2022-23; and

WHEREAS, the City Council has determined that it is in the best interest of the City to establish a preliminary maximum tax rate.

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

Section 1. The City Council hereby authorizes a preliminary maximum tax rate of \$.4950 per \$100 valuation which is composed of the Maintenance & Operation Tax Rate of \$0.3470 and the Interest & Sinking Tax Rate of \$0.1480. The public hearing on the budget and tax rate will be held on September 6<sup>th</sup>, 2022.

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 23rd day of August, 2022.

CITY OF SCHERTZ, TEXAS

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Mayor, Ralph Gutierrez

ATTEST:

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City Secretary, Brenda Dennis

(CITY SEAL)

**CITY COUNCIL MEMORANDUM**

**City Council Meeting:** August 23, 2022

**Department:** City Secretary

**Subject:** Resolution 22-R-78 - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas indicating the intent to acquire a 10.5-acre property on Dry Comal Creek generally at FM 482 and Bunker Street if the outlined conditions are met and a subsequent Resolution is approved specifically authorizing the purchase. (M. Browne/B. James/L. Shrum)

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**BACKGROUND**

City staff has actively been working toward trail development in the city based on citizen input in the 2016 and 2018 Citizen Satisfaction Surveys and the 2014 Parks Master Plan listing hike and bike trails as a priority. City staff has been communicating the trail plans for the different trail systems over the last two years and those systems are: the Great Northern Trail, the Cibolo Creek Trail, the Dry Comal Creek Trail, the Woman Hollering Creek Trail, and the Dietz Creek Trail (east and west.) City staff has also engaged with a non-profit organization - the Great Springs Project - whose mission is to create a trail network from the Alamo to the Capital (San Antonio to Austin) and conserving land along the Edwards Aquifer Recharge zone along the way.

The Great Springs Project approached the city about a 10.5-acre property along the Dry Comal Creek Trail in the historic Comal Settlement area, that they are under contract to acquire and hold (like a land trust) until an operator can be determined. The city's Trails Master Plan (in the Master Thoroughfare Plan) overlaps the Great Springs Trail Plan and so our interests are overlapping in this area.

City staff is recommending acquisition of this property at a future date to be determined, under the following conditions. For the purchase price of \$375,000 (if the appraisal confirms that value.) If the appraisal confirms a lower value, the Great Springs Project and the City may agree to accept the Appraised Value as the sales price. Funds must be approved specifically for this acquisition. City staff has asked the Great Springs Project to perform a Phase I Environmental Site Assessment of the Property prior to acquisition. City staff has asked the Great Springs Project to negotiate with the HOA to get a variance granted as per the current deed restrictions or get the restrictions removed under the HOA bylaws. City staff has also asked the Great Springs Project to hold the property through June 1, 2023 so that city staff can apply for a Recreational Trails Grant and use the funds for property acquisition as a match for the grant program.

The attached resolution does not authorize the acquisition of the property. It conveys to the Great Springs Project the intent of the City to acquire the property if the above conditions are met, but makes clear that direct Council approval is still required for that to occur.

**GOAL**

Approve Resolution 22-R-78 indicating the intent of the City to purchase of a 10.5-acre tract on Dry Comal Creek generally at FM 482 and Bunker Street if the conditions outlined in the staff report have been met and if future approval from the City Council is obtained to do so. The property is a strategic trailhead location for the City of Schertz' Dry Comal Creek Trail and the regional Great Springs Trail. The Great Springs Project is under contract to purchase the property and will hold the property while working through some conditions of the sale to the City of Schertz. The Great Springs Project will hold the property through June 1, 2023 so that city staff can apply for a Recreational Trails Grant from Texas Parks & Wildlife, but can use the funds expended for the property acquisition as a grant match for the development of the park. Pre-award costs are not reimbursed as part of this grant, so the city is waiting to hold title to the property to leverage our available funds to the greatest extent possible. Funds will be earmarked for this purchase, but closing on the property will not take place until 2023. City staff will continue to work with the Great Springs Project to develop the Park Master Plan and a Maintenance & Operations Plan.

#### **COMMUNITY BENEFIT**

The property will be a future trailhead to the City of Schertz' Dry Comal Creek Trail and the regional Great Springs Trail. There is the possibility of a future trail connection to the Great Northern Trail along Schwab Road, either on-street, or off-street through an adjacent drainage corridor. The property is unique as well because of its location in the historic Comal Settlement area and its location on the El Camino Real de los Tejas National Historic Trail. Immediately adjacent to the property is a state designated historic cemetery and across the street is the historic St. Joseph's Chapel, both of which are also designated as a Schertz Historic Site by the Schertz Historical Preservation Committee. Also, across the street is the historic Comal Blacksmith & Mechanical Shop and the additional historic General Store building. The park property will not only serve as a trailhead for a regional trail system, but will include interpretive signage regarding the history of the area, and potentially serve as a catalyst for development of the area into a cultural heritage and nature tourism destination. The loop trail within the 10.5-acre park property will also provide a natural experience similar to what we have in southern Schertz at Crescent Bend Nature Park.

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

Approve Resolution 22-R-78 indicating the intent to acquire a 10.5-acre property on Dry Comal Creek generally at FM 482 and Bunker Street if the conditions in the staff report and resolution have been met and pending direct future Council approval through a separate resolution to make the purchase.

#### **FISCAL IMPACT**

\$375,000 is the purchase price pending confirmation from an appraisal. The purchase would be funded through the Park Fund and a loan from the General Fund Reserves which would be paid back over time from revenues from the Park Fund (\$496,000 projected revenues to the Park Fund in 2024) or other funding provided for trail development.

\$188,000 - Reserve Loan

\$150,000 - CIP Funds (One-time investment Parks & Trails Infrastructure FY21-22)

\$37,000 - Park Fund

\$375,000 - TOTAL

#### **RECOMMENDATION**

Approve Resolution 22-R-78 indicating the intent to purchase a 10.5-acre tract on Dry Comal Creek generally at FM 482 and Bunker Street if the conditions in the staff report and resolution have been met and direct council approval via a separate resolution has been obtained..

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## **Attachments**

Res 22 R 78 Dry Comal Property

Exhibit A to Resolution

Trails Presentation

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## **RESOLUTION NO. 22-R-78**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS INDICATING THE INTENT TO ACQUIRE A 10.5-ACRE PROPERTY ON DRY COMAL CREEK GENERALLY AT FM 482 AND BUNKER STREET IF THE OUTLINED CONDITIONS ARE MET AND A SUBSEQUENT RESOLUTION IS APPROVED SPECIFICALLY AUTHORIZING THE PURCHASE, AND OTHER MATTERS IN CONNECTION THEREWITH.**

WHEREAS, the City of Schertz and the Great Springs Project have overlapping interests in the Dry Comal Creek area for future trail system development; and

WHEREAS, the Great Springs Project is purchasing a 10.5-acre property on Dry Comal Creek generally at FM 482 and Bunker Street with intent to sell it to the City of Schertz; and

WHEREAS, city staff has determined the property to have great historic, cultural, ecological, and recreational value that would be a tremendous asset to the city park and trail system; and

WHEREAS, city staff has identified funding for the property acquisition in an amount not to exceed \$375,000.

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

Section 1. The City Council hereby indicates the intent to acquire a 10.5-acre property on Dry Comal Creek generally at FM 482 and Bunker Street (in attached Exhibit A.) subject to the following conditions: the maximum sale price shall be no more than \$375,000 and not more than the appraised value of the property, funds must be approved specifically for this purchase, a Phase I environmental review finds no issues, and the deed restrictions are modified to allow for development of the site with a hike and bike trail, signage, and trail head parking, and a separate resolution is approved specifically authorizing 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 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 23<sup>rd</sup> day of August, 2022.

CITY OF SCHERTZ, TEXAS

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Ralph Gutierrez, Mayor

ATTEST:

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Brenda Dennis, City Secretary

(CITY SEAL)



# Ramirez Tract - Conceptual Plan

Utilizing 10.5 acres of floodplain land along Dry Comal Creek to build a 1-mile natural surface and boardwalk trail loop and serve a growing and historic community in Northern Schertz.

The Ramirez Tract lies along Dry Comal Creek - a 35-mile creekway that feeds directly into the Comal River - and features a 2/3 acre ephemeral pond in the center of the parcel. It is also at the center of the historic remnants of the Comal Township, a designated Comal County Historical Site with structures dating to the late 1800's.



**Key:**

- Ramirez Tract
- Standing Water Level
- Creekway
- Roadway
- Natural Surface Trail
- Boardwalk Trail

250 FEET



City Council Workshop, July 26, 2022

Lauren Shrum, Director of Parks, Recreation &  
Community Services

SCHERTZ | COMMUNITY  
SERVICE  
OPPORTUNITY

SCHERTZ  
PARKS &  
RECREATION  
FUN

# The Great Northern Trail

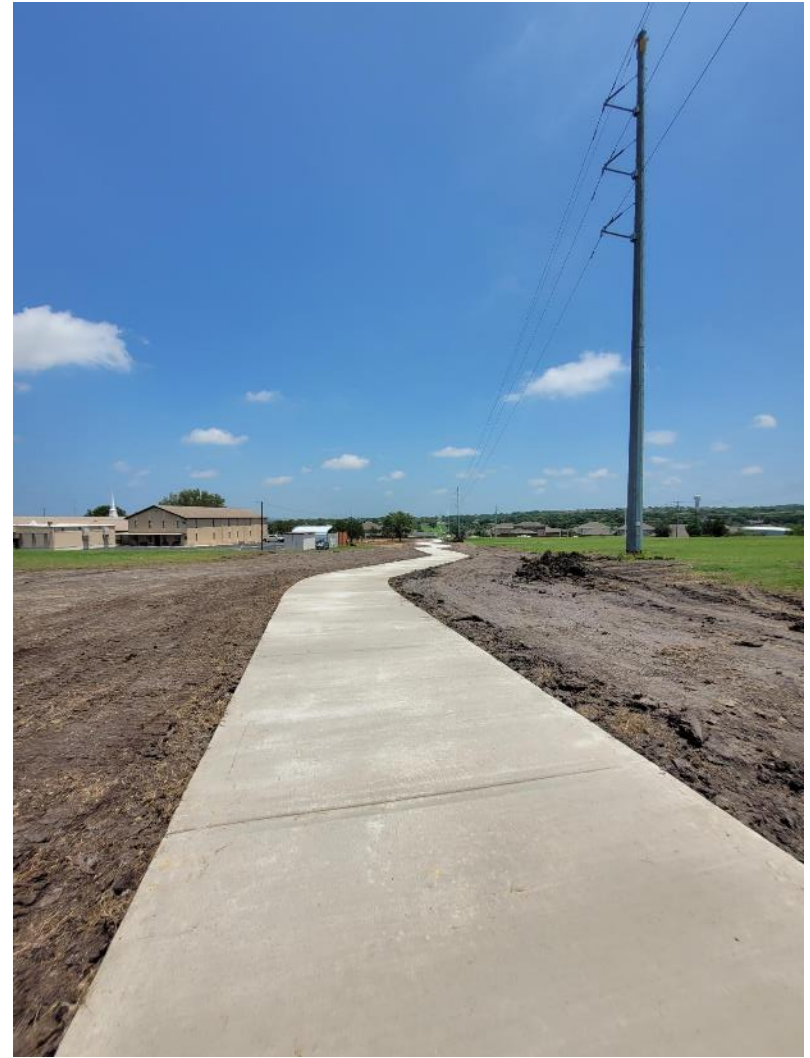




# Connecting the Community

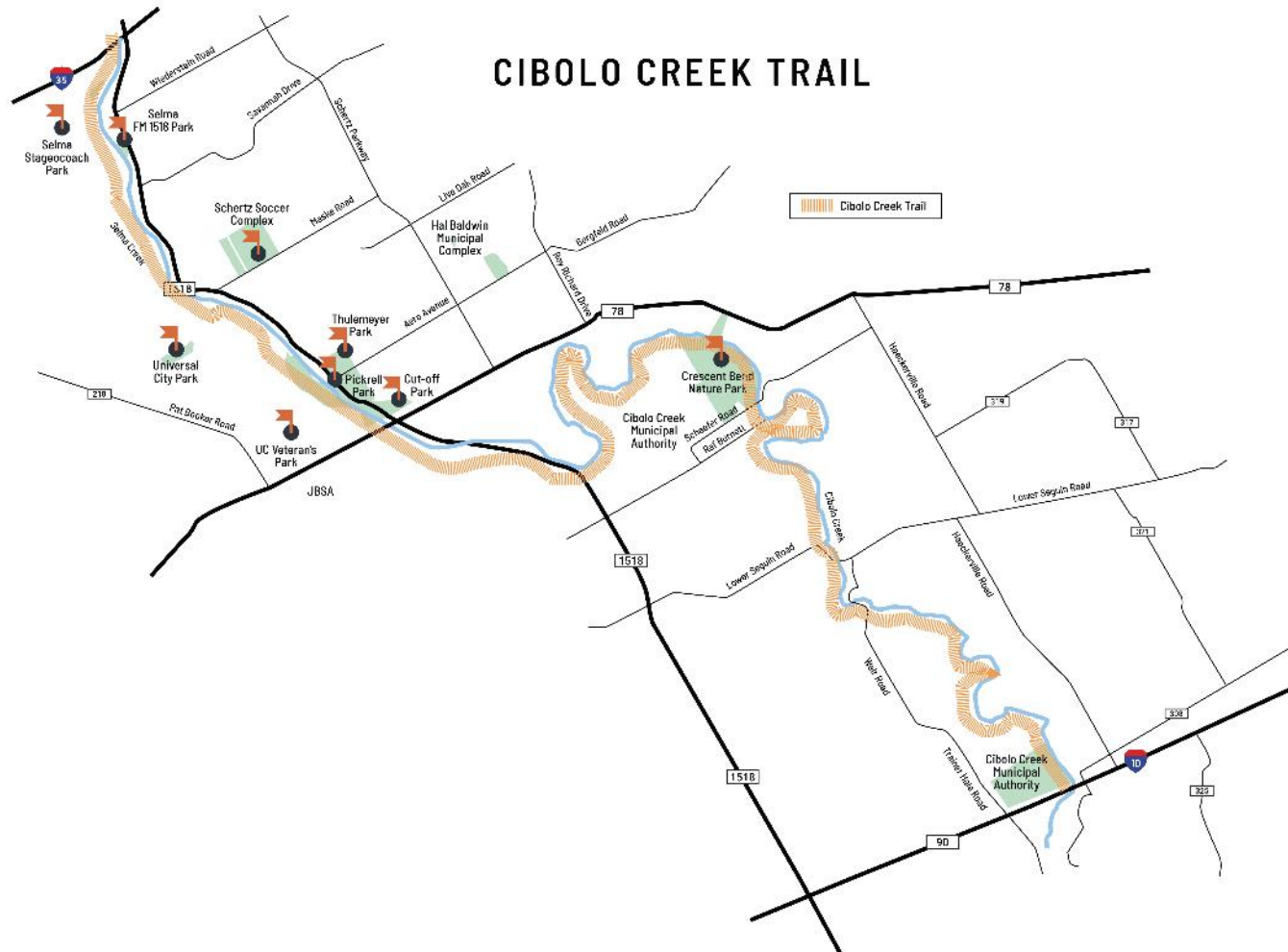


# Forward Progress





# Cibolo Creek Trail





## WOMAN HOLLERING CREEK TRAIL

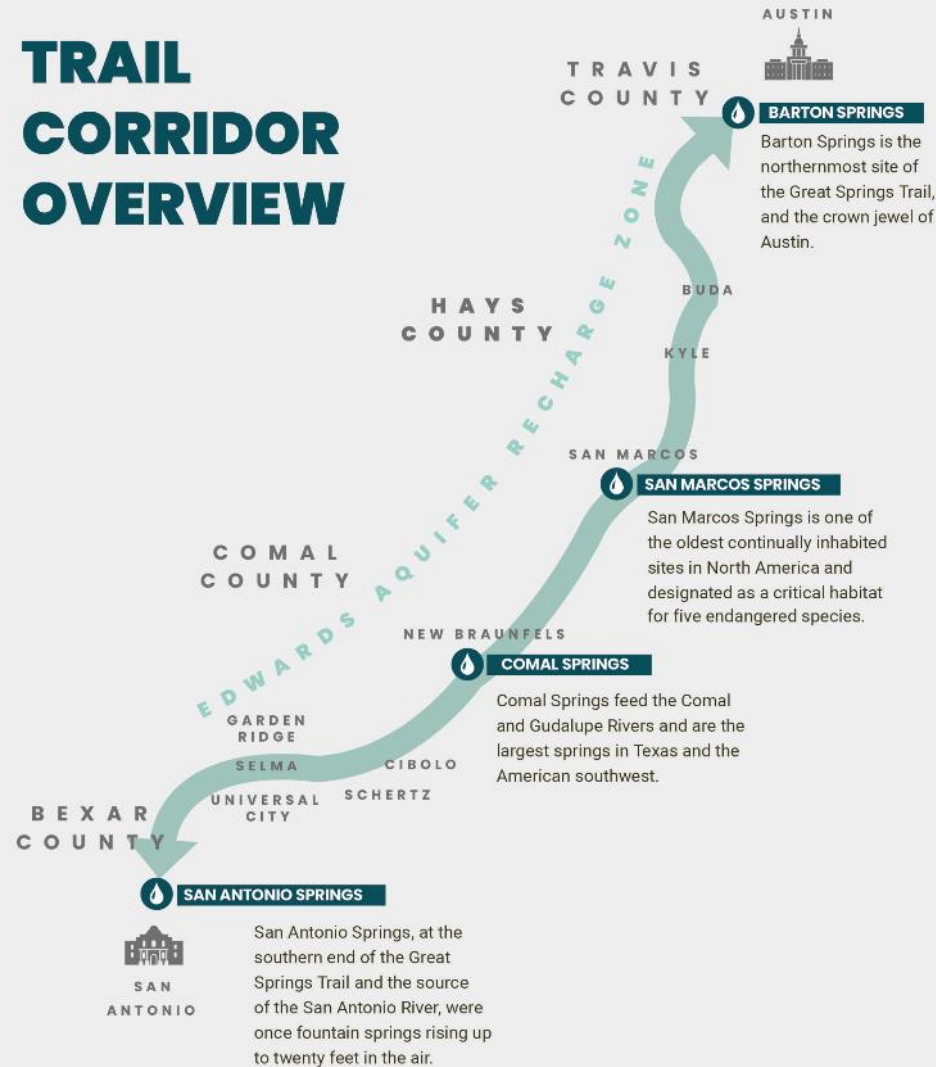


# Dry Comal Creek Trail



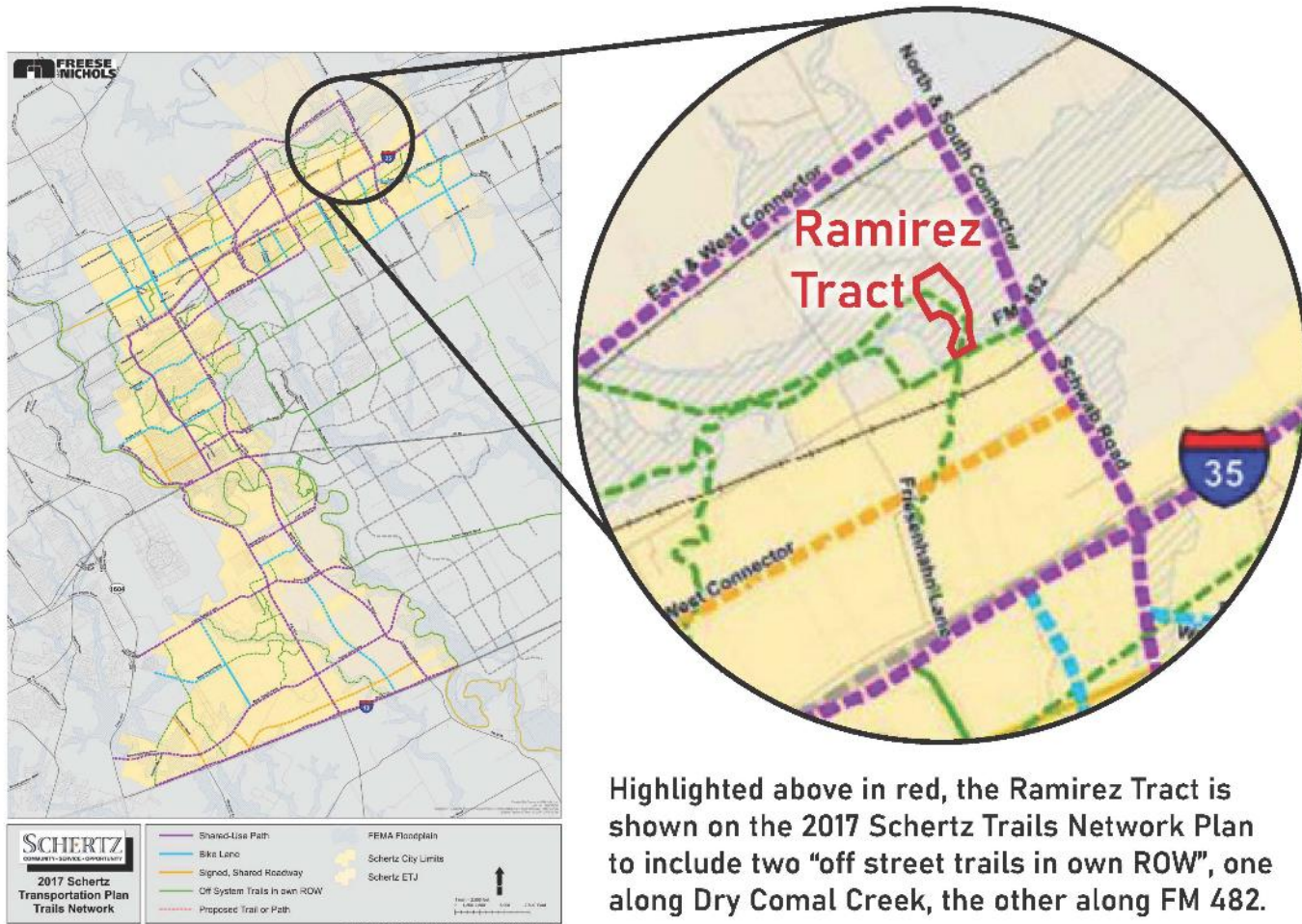
# Great Springs Trail

## TRAIL CORRIDOR OVERVIEW



# A Unique Opportunity

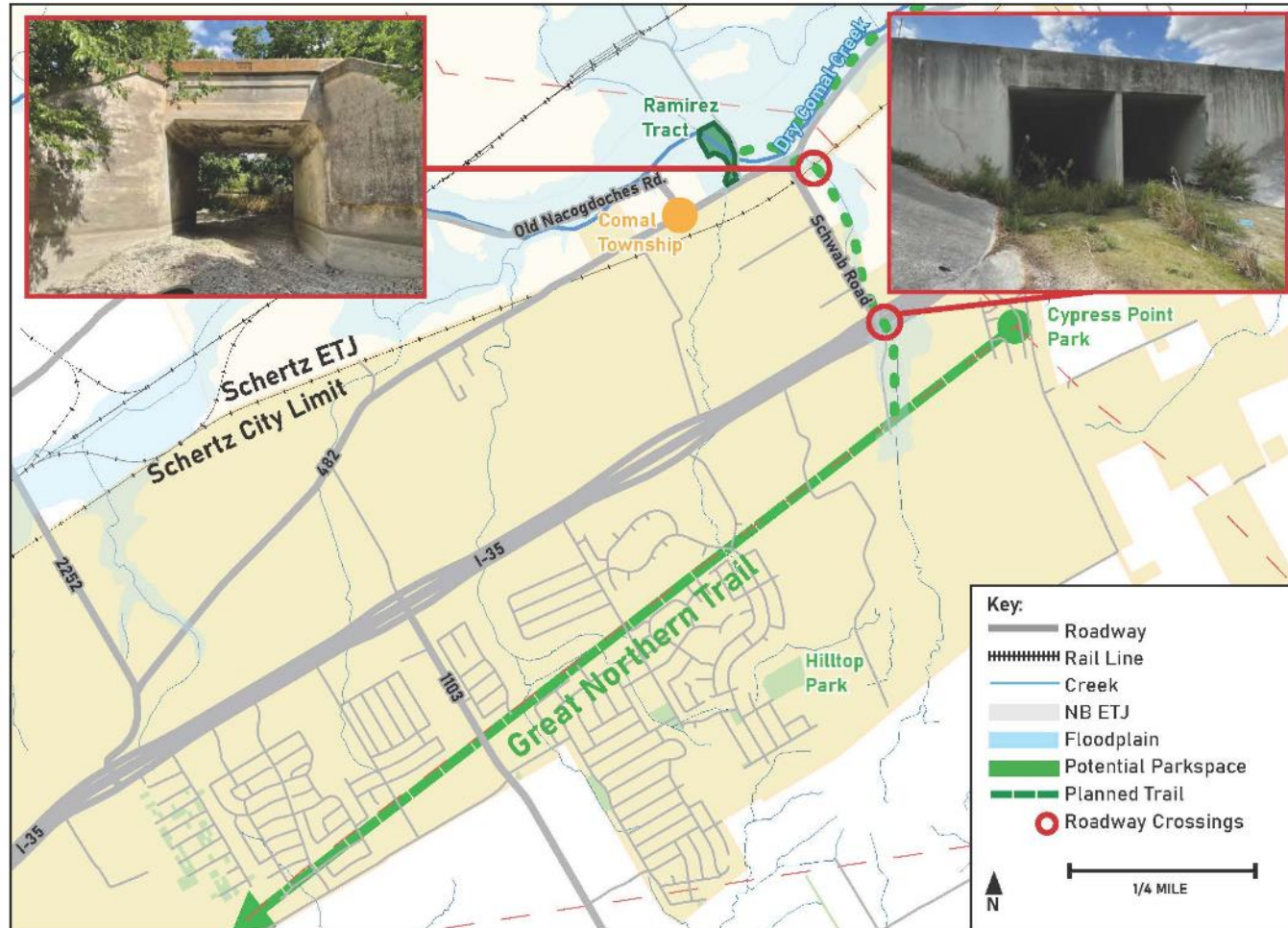
## Ramirez Tract Inclusion in 2017 Schertz Trails Plan





# A Unique Opportunity

## Ramirez Tract Great Northern Trail Connection

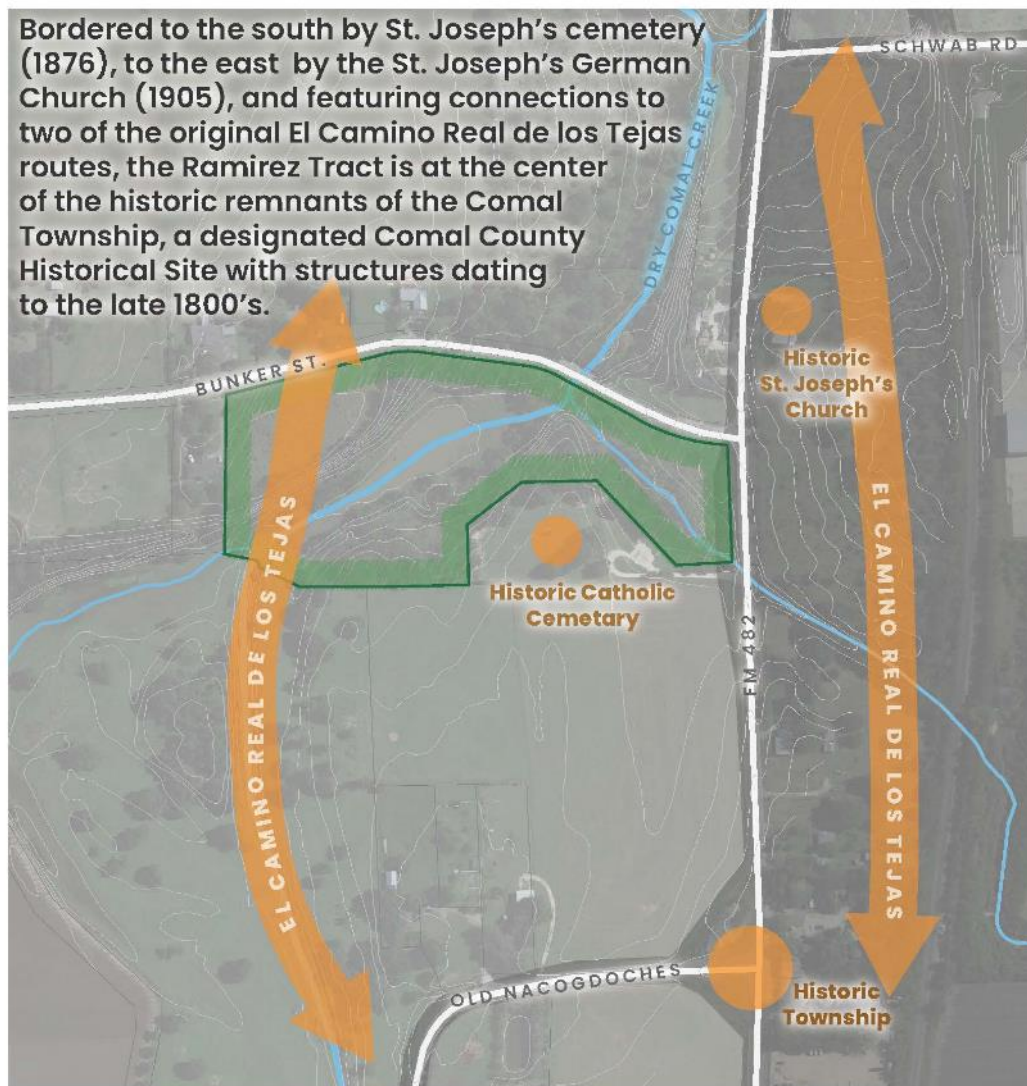


# A Unique Opportunity

- 10.5-acre property available on Dry Comal Creek in the historic Comal Settlement
- The Great Springs Project is under contract to purchase the property and is acting as a land trust to hold the property until an operator can be established

# Ramirez Tract - Historical Context

Bordered to the south by St. Joseph's cemetery (1876), to the east by the St. Joseph's German Church (1905), and featuring connections to two of the original El Camino Real de los Tejas routes, the Ramirez Tract is at the center of the historic remnants of the Comal Township, a designated Comal County Historical Site with structures dating to the late 1800's.



## Key:

- Historic Component
- Ramirez Tract
- Schertz City Limit
- Creekway
- Roadway

500 FEET

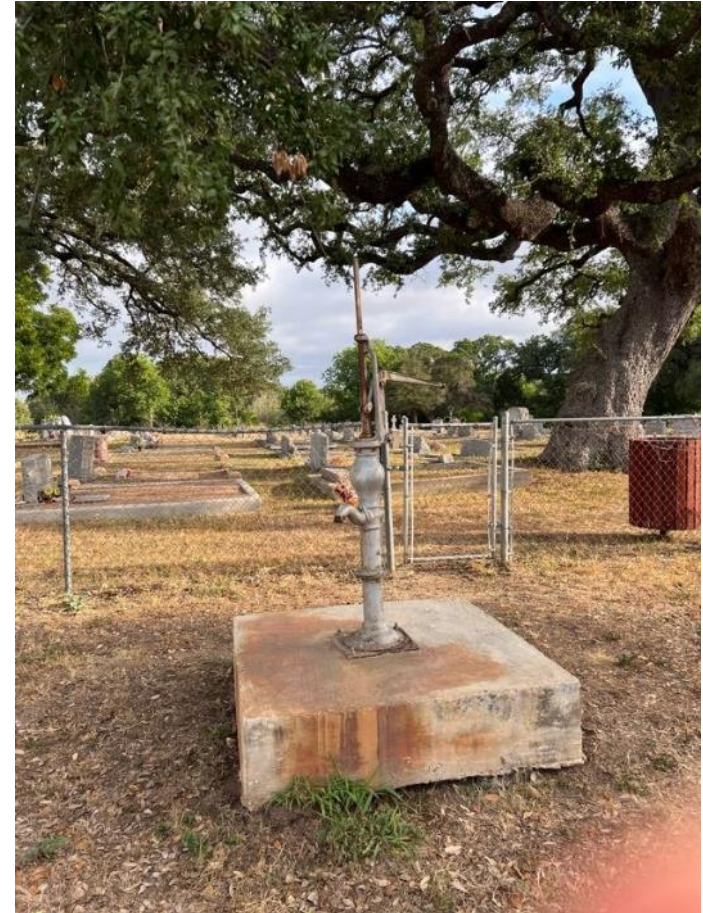


# Historical Value



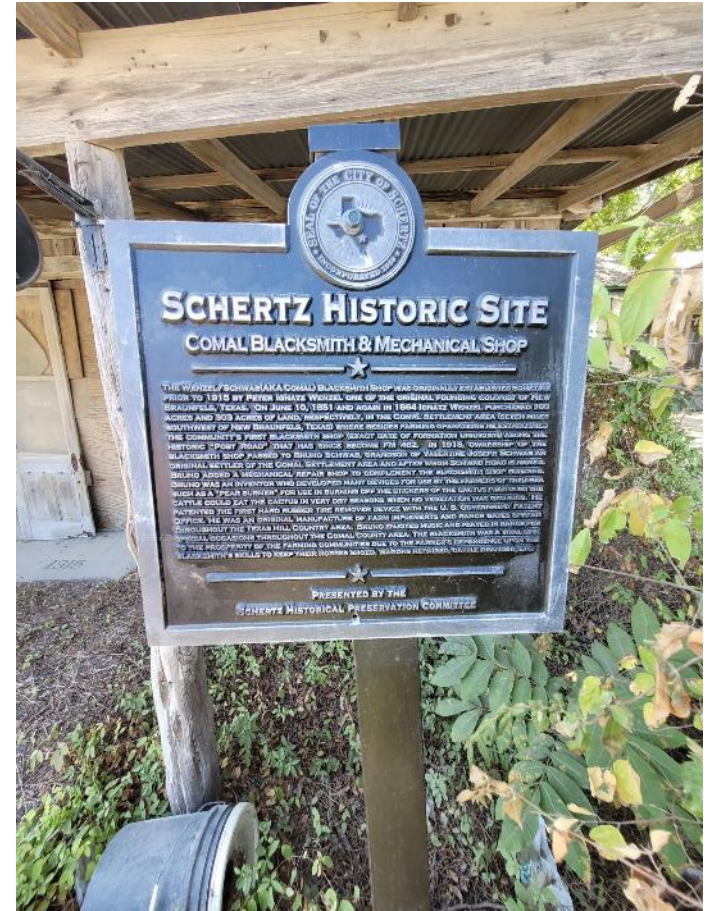


# Historical Value





# Historical Value



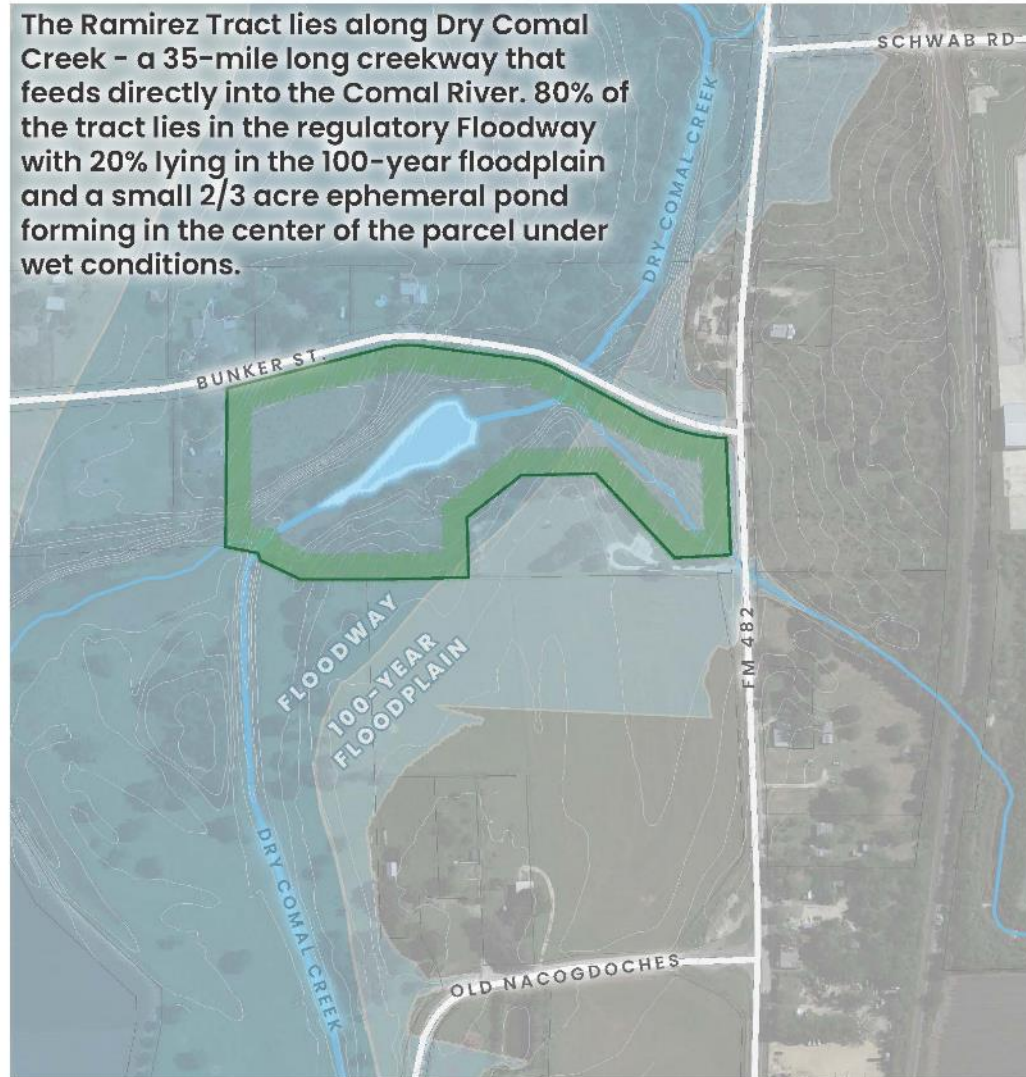


# Historical Value



# Ramirez Tract – Natural Context

The Ramirez Tract lies along Dry Comal Creek – a 35-mile long creekway that feeds directly into the Comal River. 80% of the tract lies in the regulatory Floodway with 20% lying in the 100-year floodplain and a small 2/3 acre ephemeral pond forming in the center of the parcel under wet conditions.



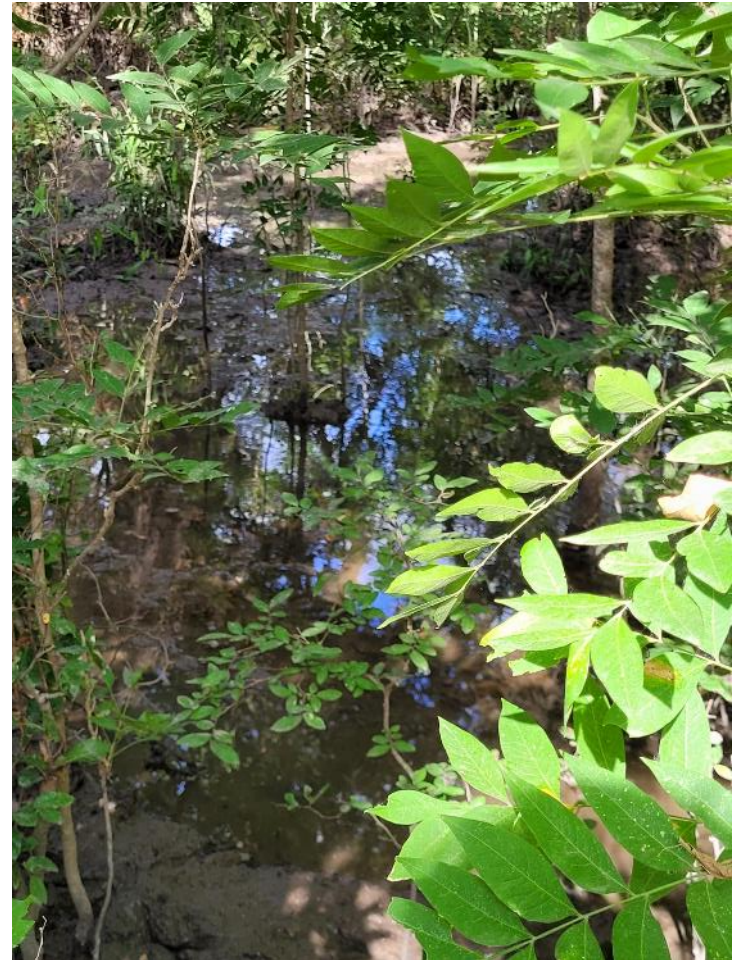
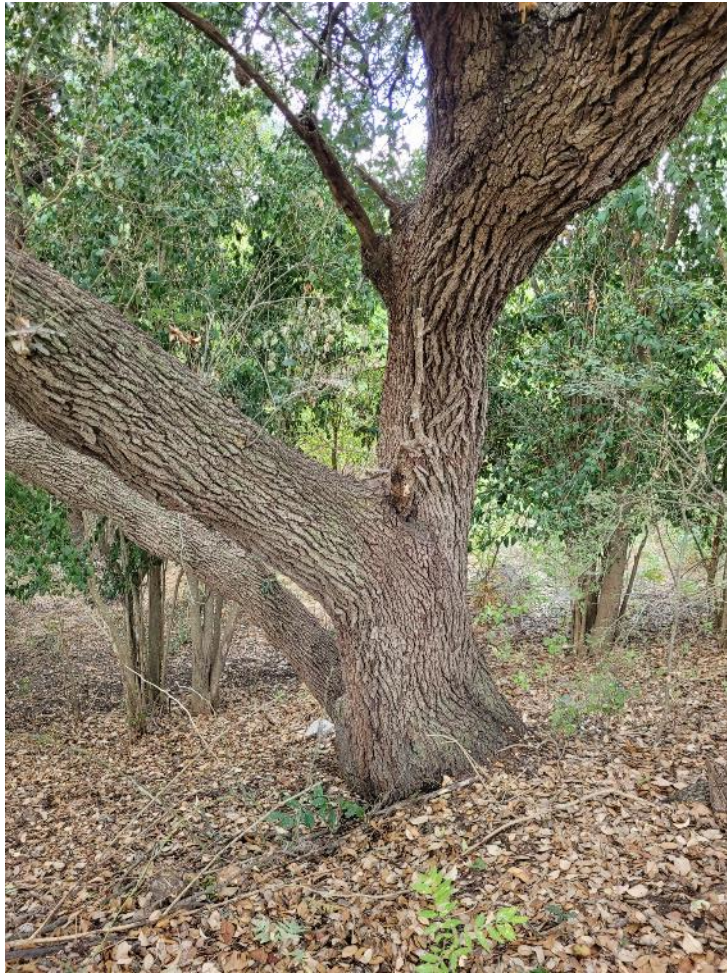
## Key:

- Ramirez Tract
- Regulatory Floodway
- 100-Year Floodplain
- Creekway
- Roadway
- Approximate Standing Water Level

500 FEET



# Ecological Value





# Ecological Value



# Tourism Potential

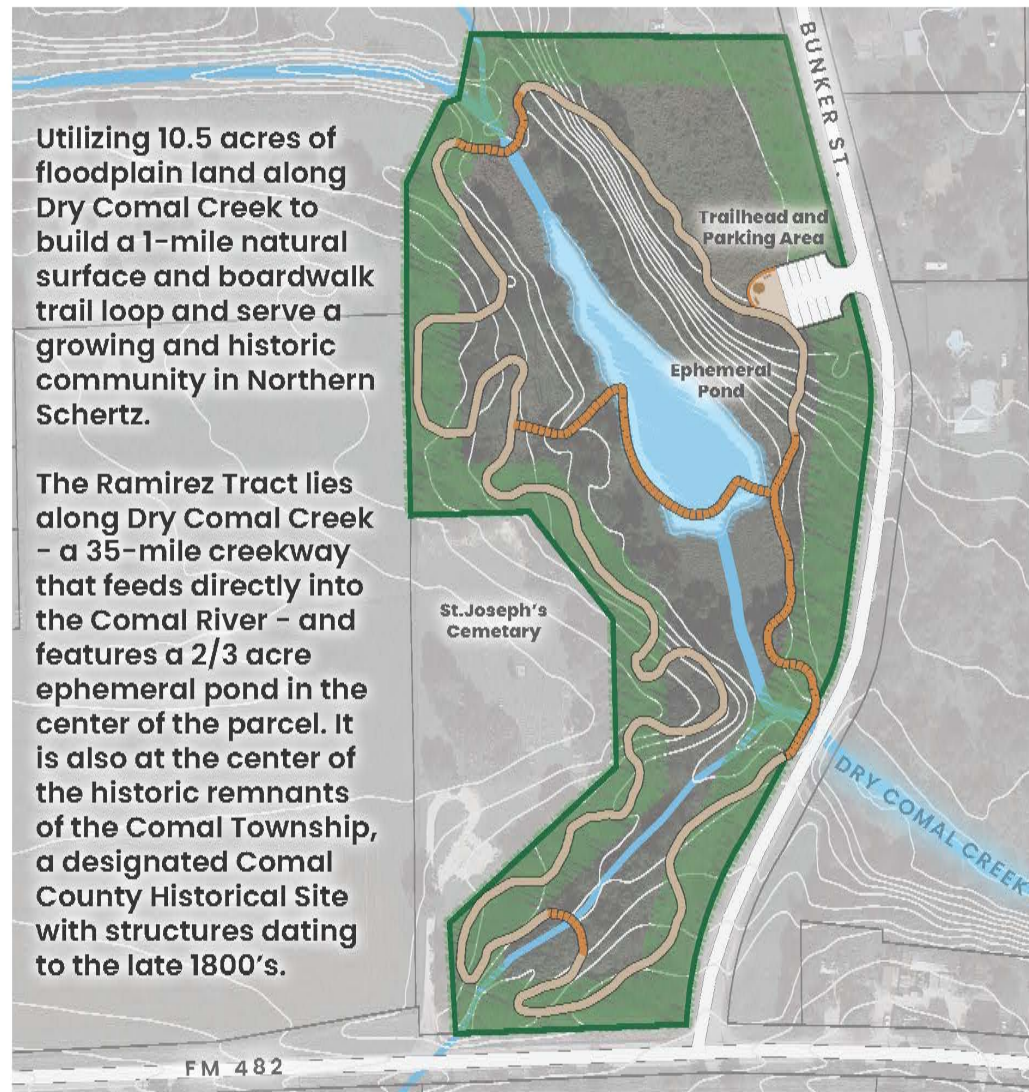
- Cultural Tourism – “Authentic Texas”  
(dancehalls, cowboys, German influence, think Gruene, Texas)
- Historical Tourism – El Camino Real de los Tejas National Historic Trail, historic buildings, cemeteries
- Nature Tourism – hiking & biking, agritourism  
(tree farms, wineries, etc.)

# Funding

- Purchase Price \$375,000
- Great Springs Project is working on an appraisal and environmental assessment
- City staff exploring options to fund the purchase
  - Looked at Tree Mitigation Fund (\$646,919 reserves) due to the amount of heritage sized oak trees on the property – not a viable option per legal team
  - Could take a loan from reserves and pay back over time
  - \$37,000 (unallocated in the Park Fund to date)
  - \$496,000 projected revenues to the Park Fund in 2024
- City would apply for grant funding to develop the property
  - TPWD Trail Grant \$300,000 – February 1, 2023
  - TPWD Outdoor Recreation Grant \$750,000 – August 1, 2024
  - Researching other grants (trail, historical, local foundations)



# Ramirez Tract - Conceptual Plan



## Key:



# Trailhead Rendering





# Boardwalk Rendering



# Maintenance

- Property would remain undeveloped initially
- Maintenance levels would be at our “natural standard” similar to Crescent Bend Nature Park
  - Mowing in clearing off Bunker Street 6 times a year
  - Pipe rail fence surrounds the property so its secure
- Trailhead Amenities
  - Natural surface parking
  - Restroom Facility and Water Fountain
  - Trail and interpretive signage
  - Picnic Pavilion

# Additional Considerations

- Deed restrictions on the property
- Appraisal and Environmental Assessment
- Funding
- Parks & Recreation Advisory Board general consensus for staff to continue to explore the options to acquire this property
- Council feedback

# Discussion

**CITY COUNCIL MEMORANDUM**

**City Council Meeting:** August 23, 2022  
**Department:** Finance  
**Subject:** Proposed FY 2022-23 Budget and Tax Rate- Public Hearing and Workshop and Discussion on the Proposed FY 2022-23 Budget and Tax Rate. (M. Browne/B. James/J. Walters)

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**BACKGROUND**

Workshop on the Proposed FY 2022-23 Budget and tax rate or the General Fund.

After the previous discussions with Council on August 5th and August 9th, staff has reviewed the expanded program list and recommends the following:

9 additional positions including: a Police Detective, 2 Parks Maintenance Technicians, a Recreation Coordinator, a GIS Specialist, a Permit Technician, a Neighborhood Services Officer, and to convert 2 10-hour library clerks to 20-hour clerks.

17 additional services and equipment including: remaining funding of the Records Management Software for Police, Cellebrite System for Police, additional body armor for Police, Emulsion Tank, additional radios for events and emergencies, additional mowing services, cameras for Fire Station #3, replacement security cameras, additional library materials, additional contract cleaning, upgrade to the Manager Plus software, a hard drive shredder, Office365 software training, noise mitigation tiles in the library, trail funding, a new skid steer, funding a Cibolo Creek Clean-Up program, funding a HOT Spot program, additional kids audio books, and additional funding for street maintenance.

The annual budget is required to have a public hearing before adoption. Staff recommends holding that hearing September 6, and adopt the budget on second reading on September 13, 2022. This follows the regulations set by the state in the Local Government Code on budget adoption chapter 102.

**GOAL**

To review the budget and proposed changes.

**COMMUNITY BENEFIT**

The Proposed Budget is submitted to the City Council and is available on the website for the public to review.

**SUMMARY OF RECOMMENDED ACTION**

Staff recommends council use the discussion on budget and expanded programs to set a new preliminary tax rate.

**FISCAL IMPACT**

The General Fund budget is propose to the tax rate of \$0.4950, which would raise the average tax bill by \$124.99 annually. This would allow for additional street funding, 24 new positions, new services, new equipment, and wage adjustments.

**RECOMMENDATION**

No action required on this item.

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**CITY COUNCIL MEMORANDUM**

**City Council Meeting:** August 23, 2022  
**Department:** Public Works  
**Subject:** Workshop discussion regarding the demands on the Schertz water supply.  
(B. James/S. Williams)

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**BACKGROUND**

This workshop will illustrate how the extreme heat, growth in Schertz, and increased demand by other cities being served by SSLGC have impacted the City's water demand, availability of water and infrastructure. The presentation will provide an overview of how Schertz continues to meet that demand, but will also cover tools and best management practices to provide for future water management.

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**CITY COUNCIL MEMORANDUM**

**City Council Meeting:** August 23, 2022  
**Department:** Executive Team  
**Subject:** Workshop Discussion Regarding Status of Residential Development Projects in Schertz:

- A. NRP Workforce housing**
- B. Heritage Oaks**
- C. Saddlebrook**
- D. Carmel**
- E. Oatmont (Rumpf Property)**

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**BACKGROUND**

The City Council requested an update from staff regarding the status of the Saddlebrook, Carmel Ranch, Oakmont Place, FM 1518 Apartments and Heritage Oaks. Staff will provide an overview of pending applications under review for each project and note any more complicated or significant issues for each.

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