



**SCHERTZ HISTORICAL PRESERVATION COMMITTEE  
1400 SCHERTZ PARKWAY, BUILDING 1  
BOB ANDREWS CONFERENCE ROOM  
SCHERTZ, TEXAS 78154**

**AGENDA  
WEDNESDAY, APRIL 24, 2024 AT 6:00 PM**

**Call to Order**

**Introduction of Guests**

**Discussion and/or Action Items**

1. **Minutes** - Consideration and/or action regarding the minutes of the regular meeting of March 27, 2024.
2. **SHPC Membership**
  - Authorize Chris Hormel's absence from the 3/27/2024 meeting as excused.
  - Consideration of membership application of Maria (Angie) Fain.
  - Consideration of membership termination of Tricia Whitman due to absences (work travel).
3. **Review of Financial Statement**
  - March 31, 2024 Financial Report
4. **Updates**
  - Scavenger Hunt update - Becki Babcock
  - Trivia Night - Lauren Dalton
  - New Business

**Requests and Announcements**

## Adjournment/Next Meeting Date

- Wednesday, May 22, 2024 6:00 PM, Bob Andrews Conference Room

### CERTIFICATION

I, BRIAN JAMES, DEPUTY CITY MANAGER, CITY OF SCHERTZ, TEXAS, DO HEREBY CERTIFY THAT THE ABOVE AGENDA WAS PREPARED AND POSTED ON THE OFFICIAL BULLETIN BOARDS ON THIS THE 19<sup>TH</sup> DAY OF APRIL, 2024 AT 1:00 PM, 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.

*Brian James*

**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 \_\_\_\_\_, 2024. 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.*

**MEMORANDUM**

**Schertz Historical Preservation  
Committee Meeting:**

**04/24/2024**

**Department:**

**City Secretary**

**Subject:**

**Minutes - Consideration and/or action regarding the  
minutes of the regular meeting of March 27, 2024.**

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**Attachments**

Minutes

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**SCHERTZ HISTORICAL PRESERVATION COMMITTEE**  
**WEDNESDAY, MARCH 27, 2024**  
**6:00 PM**  
**MEETING MINUTES**

Committee Members in Attendance:

Becki Babcock	Lauren Dalton	Sophie Rodriguez
Maggie Titterington	Roz Wise	

Committee Members Absent:

Chris Hormel (Unexcused)	Tricia Whitman (Excused)
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City Representatives in Attendance:

Councilmember Tiffany Gibson	Councilmember Robert Westbrook
Cyndi Simmons	

Guests:

Jim Clair

**CALL TO ORDER**

Meeting called to order at **6:07 PM** by Chairperson Maggie Titterington.

**INTRODUCTION OF GUESTS**

- Jim Clair – Works with the Schertz Area Genealogist at the Schertz Library.

**DISCUSSION AND/OR ACTION ITEMS**

1. Minutes – Consideration and/or action regarding the approval of the minutes of the regular meeting of February 28, 2024.
  - Roz Wise mentioned that we had discussed indicating if an absence was excused or not. Maggie Titterington advised that her absence last month was excused.
  - Maggie Titterington advised that on Page 3, the 2<sup>nd</sup> paragraph was from the previous minutes and needs to be removed.
  - Cyndi Simmons had asked for the proper spelling of Aubi's name on page 5. Becki Babcock provided the correct spelling of Abi Leon.
  - Roz Wise motioned and Lauren Dalton seconded to approve the minutes with the above corrections. *Motion passed unanimously.*
2. SHPC Membership Updates
  - Approval of Committee Applicant Sophie Rodriguez. Maggie Titterington commented that they had a wonderful discussion with Sophie. Unfortunately, Sophie will not be purchasing the original hospital, but would still like to become a member of the SHPC. Roz Wise motioned and Maggie Titterington seconded to approve applicant Sophie Rodriguez into the SHPC membership. *Motion passed unanimously.* Sophie Rodriguez commented that she doesn't have any historical training, but she loves to do events and

planning and after last meeting and hearing all the activities, she advised it sounds exciting and she's ready to jump in!

### 3. Review of Financial Statement

- Maggie Titterington advised that nothing has changed since last month – only expenditure is the storage unit. Roz Wise motioned and Lauren Dalton seconded to accept the financial statement. *Motion passed unanimously.*

### 4. Updates

- Scavenger Hunt – Becki Babcock, Champion Report

Becki Babcock reports that she's waiting for a map of different locations so they can build the different stories and trivia (waiting for Tony McFalls to respond, Maggie Titterington will call). Once she gets the map, the group can discuss and figure out what we want to focus on, what would take people about an hour to an hour and a half to do and then when we pick our locations we can start building our story. Depending on if we partner with Cibolo or if they want to mirror something like that, they asked if they could run theirs at the same time we do so that while ours is going on, theirs would be going on and Judy said she wouldn't mind helping with either project. We're trying to figure out where they need to start or purchase. Originally, she was thinking at Abi's, the Escape Room, but that does straddle the Schertz-Cibolo area and that would farm people to his business which would potentially take the money away from the city if he's helping do any of it. We need to find a common ground or if it's in a box where they can buy it. She mentioned before that downtown San Antonio has an "Escape the Riverwalk" and it's an actual game board. You don't have to be present. Businesses don't have to be present. It's a "solve it on your own" where you purchase the box and then once you get finished you get a prize at whatever set location.

Maggie Titterington commented that we are a month ahead on the Schertz Magazine, so when she submits the article tomorrow to Schertz Magazine, that is for May. In May it will be for June, June for July, etc. If we're doing this in October, we have a little bit of time, but not tons of time. She and Becki spoke and agreed that we'd like to keep it simple the first year. The maps can be sold at the Visitor's Center and would need to have some kind of proof that they completed the hunt. It would be great if we asked the participants to take pictures. Suggested gift cards for 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> place. Roz Wise suggested we ask businesses for prizes – Walmart, HEB, etc.

Becki Babcock asked how we would determine 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup>? She envisioned that everyone would receive a small prize. Maggie Titterington commented that what they did years ago is when they turn in their map with their pictures, we put them in a drawing. It encourages everyone to go to all of the spots.

Roz Wise commented that what's she's seen is almost like a race – everyone starts at the same time and see who gets to the finish point first. They know they completed it and now they have to get to a certain point.

Becki Babcock commented that it would be good to cluster certain areas so that they can stop at a spot and then walk around to see different locations at the same time, i.e.

Main Street and Exchange Street. Possibly around First Street where the Vineyard Church is located and the Pfeil House. Possibly create a hashtag to be linked to the Facebook page. It could be offered for one month at your own pace.

Maggie Titterington then asked for someone to assist Becki Babcock – at least one partner. Lauren Dalton volunteered.

To recap:

- Becki Babcock is Committee Champion and Lauren Dalton will assist with the hashtag concept and the solicitation of donations for prizes.
  - Maggie Titterington will get the map from Tony McFalls in GIS.
  - Maggie Titterington will put “teasers” in the Schertz Magazine. Prizes, family entertainment, and free maps at the Visitor’s Center (the first year).
- Trivia Night – Lauren Dalton, Committee Champion

Councilmember Tiffany Gibson spoke with Marc Thornton (SCUC History Club Teacher) and he is “all-in”. He has all the equipment and will assist with the questions. She also spoke with Lauren Shrum, Parks & Rec Director.

Cyndi Simmons read an email updated from Lauren Shrum:

“Tiffany Gibson approached me after the pre-budget retreat and asked if she could do trivia on the movie screen at Movies in the Park and I told her you had asked me about it. (Directed to Brian James) I let her know that we already have movie-related trivia prior to each movie and it is something that our event sponsor (The Crossvine) has developed. I told her we needed to be careful so as not to impinge on the sponsor's time. I also let her know that we turn on the trivia as soon as its legible and let it run for about 15 minutes but the longer we go on the on-screen trivia the longer the movie goes (and they are already really late before we get started in the summer.) I told her I did not mind her coming out and trying something but that it would have to be directed with her on a microphone or something, and that there is plenty of time the hour before we start the movie. She also thought maybe a QR code-based game could work and then the winner could come collect their prize from SHPC. I told her I thought that might work as well. I let her know I would get with you all to send out the official word.”

Tiffany Gibson would like to see Parks add it to their advertisement for the event. Maggie Titterington suggested that we add it to our page in the magazine and use the same logo to advertise.

Maggie Titterington advised that tonight is Trivia Night at Mako’s on the Creek and they have about 58 people that attend and you have teams of four. He hands out a paper and they have seven rounds and it’s front and back on some of them – one of them is a page with 12 squares of faces and instead of that we could have 12 places in Schertz. You can’t use your cell phones. We would gather them up and circle what is correct and then we would know who is ahead. They keep it really simple.

Roz Wise asked what if someone doesn't know Schertz history? Suggested that we sell the book and let them know they can find historic information by buying the book at the library or The Chamber and they can read ahead of time. Discussion on the price of the books. Roz Wise advised we usually sell them for \$15 at an event, but normally they are \$25.

Sophie Rodriguez agreed to assist Lauren Dalton with this project.

Cyndi Simmons commented that we really aren't supposed to be selling any more books. The picture of the truck in front of the Starlight Theatre is a picture that we did not have permission to use and our lawyers are working on the issue. The page can be fixed or removed with a disclaimer.

To recap:

- Lauren Dalton is Committee Champion, Sophie Rodriguez to assist.
  - Cyndi Simmons to send printing contact.
  - Contact Lauren Shrum with Parks to find out what time the hour is before the Movie Night.
  - Simple first round to determine interest.
  - Becki Babcock will check with Whataburger and her friend there to ask for gift card donations and also be present to present them.
  - Marc Thornton will gather the questions.
  - Maggie Titterington will put a teaser in the April issue of the magazine. Targeting the July 13 date.
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- Storage Unit  
We're going to wait until July to rebid the storage unit. There may have been some confusion – she was specific but not necessarily specific enough. She wants to stay in Schertz, support Schertz businesses, 24-hour access, climate controlled. The quotes were obtained from other cities in order to obtain low bids. She's narrowing down the criteria to be re-bid in July.
  - Membership – Tricia Whitman  
Tricia Whitman has indicated she will be gone for several months. We're not equipped to do virtual meetings and a phone call is not acceptable. Maggie Titterington responded to her that she's trying to get the committee to take responsibility participation-wise this year and try to put the SHPC back on track. With plans going forward with the two events, she really needs all hands-on-deck to accomplish the strategic goals the board set at the last meeting. At this time, Tricia has not responded. She wants to give her time to respond but let her know that when she's ready to come back, she can always reapply to be a part of the committee. She can also be a part of the committee by participation only, not necessarily a voting member if that would fit her schedule better. She is a valuable resource.

- Roz Wise asked Cyndi Simmons why the marquee hasn't been fixed. Cyndi Simmons replied that it is very expensive, so they're trying to find a solution.
- Cyndi Simmons reminded everyone that if you're sending an email to everyone, you are required to bcc (blind carbon copy), not just cc. When you send it to everyone it becomes a quorum. For example, when you see your email from Cyndi, it's just your email at the top, but it is going to everyone.

## REQUESTS AND ANNOUNCEMENTS

- Roz Wise presented the recruiting brochure that was sent to everyone month's ago for feedback to Cyndi Simmons. Maggie Titterington asked about the logo. Cyndi Simmons advised that the historic coat of arms was adopted by Council several years ago. Cyndi Simmons advised that all she did when she created the brochure was to take the information on the website at the time to create something to be handed out for an event. Maggie Titterington advised she had sent Miguel Vazquez an updated version and Cyndi Simmons advised she never saw it. Roz Wise asked if the updates should be sent to Cyndi and Cyndi replied that she only has a week and a half left. She will be leaving employment with the City of Schertz. Maggie Titterington will find the one she had submitted and work on updating.
- Becki Babcock reports that on the Cibolo-Schertz One Community Facebook page, there was a post regarding our landmark properties. People were saying that business owners and homeowners were putting up fake placards or they were honorary and not really anything. Some people are arguing "so-and-so put it on their house", someone else is saying the city put on fake placards because the landmark says 2015 when it was established as a landmark, but not when it was built. So, there was a lot of discussion. Owners were getting upset because people were saying their house was not really a historic home, it's just being recognized by Schertz. Roz Wise suggested it be put on our website. There is a difference between being recognized by the State of Texas and Schertz. Someone was annoyed that the Airbnb had a landmark sign and they thought they were doing it for publicity – bringing people in and lying about it being a historic home. Someone asked Becki to clarify and she didn't want to be the one to do that. They think the city should explain the history, etc. Cyndi Simmons advised that there is a link on the website to the application, however, does not indicate the criteria used to determine the historic landmark. Cyndi Simmons has a list of historic landmarks and will send that to Maggie Titterington. Roz Wise suggested that the information be put in the Policies and Procedures that Chris Hormel is working on. Maggie Titterington commented that she believes any changes to the procedure for designation will have to go through Council. Cyndi Simmons advised she will assist in finding that information and forward to Maggie Titterington.

## ADJOURNMENT/NEXT MEETING DATE

- Next meeting date is Wednesday, April 24, 2024 at 6:00 PM.
- Roz Wise motioned and Lauren Dalton seconded to adjourn the meeting. *Motion passed unanimously.* Meeting adjourned at 7:03 PM by Maggie Titterington, Chairperson.



MEMORANDUM

Schertz Historical Preservation Committee Meeting: 04/24/2024  
Department: City Secretary  
Subject: Review of Financial Statement  
• March 31, 2024 Financial Report

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BACKGROUND

RECOMMENDATION

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Attachments

2024-03 SHPC

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Schertz Historic Preservation Committee

Financial Report as of March 31, 2024

FY 2023-24

<b>Revenue</b>	<b>March 2024</b>	<b>Total</b>
Sale of Merchandise	\$0.00	\$170.00
Misc/Car Show	\$0.00	\$0.00
<b>Total</b>	<b>\$0.00</b>	<b>\$170.00</b>

	<b>March 2024</b>	<b>Total</b>
Budget		\$11,750.00
Expenditures	\$0.00	\$1,663.88
Encumbered-Storage Fees		\$1,020.00
<b>Remaining</b>		<b>\$9,066.12</b>

**Cash in Bank as of March 31, 2024: \$27,843.30**

No Expenditures Activity