

DRAFT

MINUTES
REGULAR MEETING
July 9, 2019

A Regular Meeting was held by the Schertz City Council of the City of Schertz, Texas, on July 9, 2019, 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 Michael Carpenter; Mayor Pro-Tem Allison Heyward; Councilmember Mark Davis; Councilmember Ralph Gutierrez; Councilmember Scott Larson; Councilmember David Scagliola; Councilmember Tim Brown

Absent: Councilmember Cedric Edwards

City City Manager Dr. Mark Browne; Assistant City Manager Brian James;
Staff: Assistant City Manager Charles Kelm; Assistant to the City Manager Sarah Gonzalez; City Attorney Daniel Santee; City Secretary Brenda Dennis; Deputy City Secretary Gayle Wilkinson

Call to Order – City Council Regular Session

Mayor Carpenter called the regular 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 Larson)

Employee Recognition

- EMS - Roman Hacker Part-Time EMT

Operations Manager Brandon Hill introduced his new employee and gave a brief bio.

- Fire - Greg Rodgers Assistant Fire Chief; Danielle Faschingbauer Fire Fighter

Fire Chief Kade Long introduced his new employees giving a brief bio for both.

- Parks - Pamela Amen Sr. Administrative Assistant; Maxwell Worley and Matthew Pillar Seasonal Park Worker 1

Director of Parks, Recreation & Community Services Lauren Shrum introduced

her new Sr. Administrative Assistant with a brief bio.

Park Maintenance Crew Leader Jared Montney introduced his two seasonal employees giving a brief bio for both.

Presentations

1. Presentation/Update on the Animal Shelter. (Marc Bane)

Assistant Police Chief Marc Bane provided a Power Point/update on the Animal Shelter. He also recognized the entire Animal Shelter staff and those present - Animal Services Manager Ginger Dispain, Animal Services Officers Megan Lagunas and Sergeant Steve Solitto.

Mayor/Council and Dr. Browne thanked the staff for the hard work they are doing.

2. Presentation on new Online Reporting System. (Kelly Kallies)

Lieutenant Kelly Kallies with the Police Department provided a Power Point/update on their new Online Reporting System and answered questions from Council.

City Events and Announcements

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

Assistant City Manager Charles Kelm made the following announcements:

The Schertz Fire Department is accepting donated fans to help our citizens beat the heat. You can drop off your donated fans at any Schertz Fire Stations.

Wednesday, July 10

Space Organization: Got Clutter? Let's Get Organized! 6:30-7:30 pm

In keeping with this summer's "Universe of Stories" space theme, professional organizer Annette McCaughtry will lead two workshops for adults on how to tackle your cluttered problem areas with an easy step-by-step process.

Thursday, July 11

Open Mic Poetry Night 6:30-8:00 pm

Participants read original poetry or the works of other authors. Come to share or to just listen! Program is for adults.

Friday, July 12

SCORE Mentoring for Small Business Owners 11:00 AM - 4:00 PM @ Meeting

Room 1

Schedule time with a mentor 3 ways: Call (210) 403-5931 to schedule your appointment; Book an appointment online at sanantonio.score.org; or Walk in on-site to let a mentor get you scheduled. SCORE is the nation's largest network of volunteer, expert business mentors, with approximately 10,000 volunteers in 300 chapters nationwide. Since its founding in 1964 as a resource partner of the U.S. Small Business Administration (SBA), SCORE has helped more than 11 million current and aspiring entrepreneurs through mentoring, workshops and education services. SCORE volunteers provide free mentoring to small business entrepreneurs on a wide range of business topics—everything from how to write a business plan, how to arrange funding and manage cash flow, to how to develop effective marketing and Web-based retailing. Business owners can access SCORE via free, ongoing face-to-face mentoring sessions or through our email mentoring services.

Wednesday, July 17

Ribbon Cutting-TJ Family Clinic 4:00 pm
3746 Schertz Parkway

Podcast Brunch Club 6:30 PM - 7:30 PM @ Meeting Room 1

Do you struggle with not having enough time to listen to all the podcasts that interest you?! We do, and we propose that we solve this by meeting each month to munch on snacks and discuss a thematic playlist. Listen to the 3-5 episodes in your own time and meet up for the group discussion. Join us in Library Meeting Room 1 every 3rd Wednesday of the month. Check <https://podcastbrunchclub.com/listening-lists/> for the monthly playlist.

Monday, July 22

The City of Schertz will be holding its General Election on November 5, 2019 for the purpose of electing Council Members in Place 1, Place 2 and for Mayor for a three-year term, from November 2019 to November 2022. Any candidate desiring to have his or her name on the Official Ballot shall, no sooner than July 20, 2019, (but since the 20th falls on a Saturday and City offices are closed) the date moves to Monday, July 22, 2019 and no later than Monday August 19, 2019, by 5:00 p.m. file with the City Secretary an application in writing in the form prescribed by the Texas Election Code requesting that his or her name be placed on the Official Ballot and declaring themselves as a candidate. Candidate packet is available in the City Secretary's office at 1400 Schertz Parkway, Building 2, or it can be found online at www.schertz.com.

Tuesday, July 23

City Council Meeting 6:00 pm
Council Chambers

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

City Manager Dr. Browne made the following remarks:

Dr. Browne recognized Director of Parks, Recreation & Community Services Lauren Shrum, Events Manager Mary Spence, and Park Maintenance Crew Leader Jared Montney for their outstanding work on the 4th of July Jubilee Celebration.

Dr. Browne recognized all Public Safety departments for their roles in the Incident Plan during the Jubilee Celebration.

Dr. Browne recognized Public Affairs Director Linda Klepper for her organization of the Community First Camp with the YMCA.

- Announcements and recognitions by the Mayor (M. Carpenter)

Mayor Carpenter made the following remarks:

Mayor Carpenter commended the work done and the execution of the 4th of July Jubilee Celebration.

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.

Mayor Carpenter recognized the following:

- Maggie Titterington - 1730 Schertz Parkway - she made the following announcements:

-July 11 - Grand Opening/Ribbon Cutting for a Satellite office of RE/MAX Corridor in Cibolo.

-July 16 - Chamber Luncheon, Schertz Civic Center 11:30 a.m.

-July 17 - Ribbon Cutting with TJ Family Clinic, 3746 Schertz Parkway, Suite 100 4 to 5 P.M.

- July 26 - Welcoming a new business Purple Leaf.
- October 25-27 - Skylight Balloon Fest

Visit the Chamber website for more details.

Maggie thanked City Council and City Staff for attended their morning coffee at the Chamber to meet with business men/women and welcoming them to Schertz.

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 Carpenter announced Item #5 would be placed on a future agenda and would not be considered for this agenda.

The following Consent items were read into record:

- 3. Minutes** – Consideration and/or action regarding the approval of the Minutes of the regular meeting of June 25, 2019. (B. Dennis)
- 4. Resolution 19-R-84** - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas Authorizing Expenditures in Excess of \$50,000 with Silsbee Ford, RDO Equipment, ASCO Equipment, Doggett Freightliner and Altec Industries in Fiscal Year 2018-2019 and Other Matters In Connection Therewith. (C. Kelm/J. Harshman/J. Kurz)
- 5. Resolution No. 19-R-85** - *was pulled for a future agenda.*
- 6. Resolution No. 19-R-73** - Consideration and/or action approving a Resolution authorizing the City Manager to accept a 100% matching grant for a playground structure through the TRAPS – GameTime Statewide Funding Initiative and to authorize the purchase and installation of equipment totaling \$76,058.00. (B. James/L.Shrum)

Moved by Councilmember Mark Davis, seconded by Councilmember Tim Brown to approve consent agenda items 3,4 and 6.

AYE: Mayor Pro-Tem Allison Heyward, Councilmember Mark Davis, Councilmember Ralph Gutierrez, Councilmember Scott Larson, Councilmember David Scagliola, Councilmember Tim Brown

Passed

Discussion and Action Items

- 7. Resolution No. 19-R-81** – Consideration and/or action approving a Resolution calling the November 5, 2019 City of Schertz Joint General Election with Guadalupe and Bexar County and approving the Guadalupe County Election Contract, and Bexar County Election Agreement/Memo of Understanding. (B. Dennis/Council)

The following was read into record:

Resolution 19-R-81

A Resolution by the City Council of the City of Schertz, Texas, calling an election to be held on November 5, 2019, for the purpose of electing Councilmembers for Place 1, Place 2 and for Mayor for a three-year term and making provision for the conduct of the election; authorizing contracts with the Elections Administrators of Bexar and Guadalupe counties to conduct this election; authorizing the election to be held as a joint election; resolving other matters incident and related to such election; and declaring an effective date.

City Secretary Brenda Dennis provided information on the proposed Resolution which calls the upcoming November 5, 2019 Joint Election with Bexar and Guadalupe for the positions of electing Councilmembers for Place 1, Place 2 and for Mayor. She stated that filing begins Monday July 22, 2019 and ends August 19, 2019 at 5:00 p.m., Candidate packets can be obtained in the City Secretary's Office as well as found on the city website.

Moved by Mayor Michael Carpenter, seconded by Councilmember Ralph Gutierrez to approve Resolution No. 19-R-81.

AYE: Mayor Pro-Tem Allison Heyward, Councilmember Mark Davis, Councilmember Ralph Gutierrez, Councilmember Scott Larson, Councilmember David Scagliola, Councilmember Tim Brown

Passed

- 8. Ordinance No. 19-S-16** - Consideration and/or action regarding approval of an Ordinance authorizing a name change of Wiederstein Road to Cibolo Valley Drive for the portion of Wiederstein Road from Cibolo Valley Drive to the northbound frontage road of IH 35. (B. James/L. Woods/E. Delgado) ***First Reading***

The following was read into record:

Ordinance No. 19-S-16

An Ordinance by the City Council of the City of Schertz, Texas, to change the street name of Wiederstein Road to Cibolo Valley Drive for the portion of Wiederstein Road from Cibolo Valley Drive to the frontage road of IH 35.

Planner 1 Emily Delgado provided a PowerPoint/overview of the street name change and answered questions from Council.

Moved by Councilmember David Scagliola, seconded by Councilmember Ralph Gutierrez to approve first reading of Ordinance No.19-S-16.

AYE: Mayor Pro-Tem Allison Heyward, Councilmember Mark Davis, Councilmember Ralph Gutierrez, Councilmember Scott Larson, Councilmember David Scagliola, Councilmember Tim Brown

Passed

Public Hearing

- 9. Resolution No. 19-R-83** – Conduct a public hearing and consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas authorizing the implementation of the Stormwater Management Plan and approving the Notice of Intent for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (MS4) under the Texas Pollutant Discharge Elimination System Phase II MS4 General Permit (TXR040000) for the City and other matters in connection therewith. (B. James/K. Woodlee)

The following item was read into record:

Resolution No. 19-R-83

A Resolution by the City Council of the City of Schertz, Texas, authorizing the implementation of the Stormwater Management Plan and approving the notice of intent for stormwater discharges from small Municipal Separate Storm Sewer Systems (MS4) under the Texas Pollutant Discharge Elimination System Phase II MS4 General permit (TXR040000) for the City and other matters in connection therewith.

Senior Graduate Engineer Larry Bush Jr. provided a PowerPoint/overview of the Stormwater Management Plan and answered questions from Council.

Mayor Carpenter opened the Public Hearing. As there were no speakers, Mayor Carpenter closed the Public Hearing for Council discussion/action.

Moved by Mayor Michael Carpenter, seconded by Councilmember Mark Davis to approve Resolution No. 19-R-83.

AYE: Mayor Pro-Tem Allison Heyward, Councilmember Mark Davis, Councilmember Ralph Gutierrez, Councilmember Scott Larson, Councilmember David Scagliola, Councilmember Tim Brown

Passed

- 10. Ordinance No. 19-S-15** - Conduct a public hearing and consideration and/or action approving an Ordinance to approve a Specific Use Permit to allow an Automobile Repair, Major land use on approximately 1.5 acres of land generally located 1500 feet south of the intersection between IH-35 and FM 1103, more specifically described as 5702 FM 1103, City of Schertz, Guadalupe County, Texas. (B. James/L. Woods/N. Kopyay) *First Reading*

The following was read into record:

Ordinance No. 19-S-15

An Ordinance by the City Council of the City of Schertz, Texas to approve a specific use permit to allow an automotive repair, major land use on approximately 1.5 acres of land generally located 1500 feet south of the intersection between IH-35 and FM 1103, more specifically described as 5702 FM 1103, City of Schertz, Guadalupe County, Texas.

Planner I Nick Kopyay provided a PowerPoint/overview of the proposed Specific Use Permit request and answered questions from Council.

Mayor Carpenter opened the Public Hearing. The following spoke:

- Maggie Titterington - 1730 Schertz Parkway - Commended Mark Roberts as an upstanding businessman/builder in our community and recommended we pass this special permit.

Mayor Carpenter closed the Public Hearing for Council discussion/action.

Moved by Mayor Michael Carpenter, seconded by Councilmember David Scagliola to approve first reading of Ordinance No. 19-S-15.

AYE: Mayor Pro-Tem Allison Heyward, Councilmember Mark Davis, Councilmember Ralph Gutierrez, Councilmember Scott Larson, Councilmember David Scagliola, Councilmember Tim Brown

Passed

Roll Call Vote Confirmation

Deputy City Secretary Gayle Wilkinson gave the roll call for items 3,4,6 - 10.

Workshop

- 11. Presentation/Workshop on Emergency Operations Center & Emergency Operations Plan. (K. Long)**

Fire Chief Kade Long gave a Power Point and an update on Emergency Operations/Plan and answered questions from Council.

Mayor Carpenter spoke about his afternoon briefing at the Whitehouse and expounded on the details of the FEMA and HUD briefing. He also commended our city for being prepared in emergency situations.

Requests and Announcements

- Announcements by the City Manager.

City Manager Dr. Browne announced the upcoming TCMA Region 8 luncheon which will be held at EVO on July 19 at 11:30 a.m. and stated that information will be sent out to council should they desire to attend. Presenter is J J Rocha, TM Legislative Liaison who will provide a Legislative Update.

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

None at this time.

- 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

Mayor Pro-Tem Heyward attended the following event:

- Independence Day Jubilee Parade/Celebration.

Councilmember Gutierrez attended the following event:

- Independence Day Jubilee Parade/Celebration.

Councilmember Scagliola attended the following event:

- Independence Day Jubilee Parade/Celebration.

Councilmember Brown attended the following event:

- Independence Day Jubilee Parade/Celebration.

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

12. Update on major projects in progress including CIP, CityView Software, Utility Meter Swap Out, AgendaQuick Software, Civic Rec Software, and Phone System Replacement. (K. Woodlee)
13. Update on Civic Center Operations and A/V Upgrades (S. Gonzalez/L. Klepper)
14. Committee of Committees Advisory Board Update. (B. James)

Adjournment

As there was no further business Mayor Carpenter adjourned at 7:33 p.m.

Michael R. Carpenter, Mayor

ATTEST:

Gayle Wilkinson, Deputy City Secretary