

DRAFT

MINUTES REGULAR MEETING March 10, 2020

A Regular Meeting was held by the Schertz City Council of the City of Schertz, Texas, on March 10, 2020, 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 Mark Davis; Councilmember Rosemary Scott; Councilmember Michael Dahle; Councilmember David Scagliola; Councilmember Allison Heyward; Councilmember Tim Brown

Absent: Councilmember Scott Larson excused absence

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

Call to Order – City Council Regular Session

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

Call to Order

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

Presentations

Guadalupe Regional Medical Center - Prescription Assistance report.
(Mayor/Council/J. Riggs)

Mayor Gutierrez recognized Director of the Prescription Assistance Program, Dr. Jerry Riggs, who provided the annual report for the Prescription Assistance Program from September 1, 2019, through February 29, 2020, and answered questions from Council. Mayor and Council thanked Dr. Riggs for his continued work with the program.

Employee Recognition

- EMS - Ashley Cammack and Amber Ross - P/T Paramedic (B. Hill)
- Fleet Services - Christopher Hernandez - Fleet Manager (T. Buckingham)
- Planning and Community Development - Megan Harrison - Planner I (L. Wood)
- Public Works - Blake Eureste - Drainage Worker I (D. Letbetter)
- Police Department - Allyson Gofron - Communications Officer (K. Harris)
- Parks and Recreation - Michelle Yang - Events Specialist (M. Spence)

Each Department had a representative who introduced their new employee/employee's providing a brief bio.

Mayor Gutierrez welcomed each new employee to our city.

City Events and Announcements

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

Assistant City Manager Brian James provided the following announcements:

- Thursday, March 12th Northeast Partnership Meeting 11:30 a.m. - Olympia Hills Golf Course and Conference Center
 - Saturday, March 14th Nature Discovery Series Featuring Discover Clues and Traces 10:00 a.m. - Crescent Bend Nature Park
 - Tuesday, March 17th City Council and HOA Presidents Special Meeting 6:30 p.m. - Schertz Civic Center
 - Thursday, March 19th Employee Remembrance Day 12:00 p.m. – 10 Commercial Place, Public Works
 - Tuesday, March 24th City Council Meeting 6:00 p.m. - Council Chambers
- Announcements and recognitions by the City Manager (M. Browne)

Dr. Browne congratulated Public Works Director Suzanne Williams who won her division in Operation Comfort 5k Run.

Dr. Browne announced he awarded City Manager Coins of Excellence to the following:

- Street Worker II, Brian Timmons, in Public Works.
- EMS Billing Department, Allison Gorzell, Dominga Miller, Leslie Baldwin, and Lillian Porter.

Dr. Browne thanked the Parks Department - Lauren Shrum, Mary Spence and their team for their "Great Work" on the Kick Cancer event.

Dr. Browne also announced the Pre-Budget retreat will be moved to April 10,

2020.

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

Mayor Gutierrez thanked the Parks Department for their work on the Kick Cancer event.

Mayor recognized Councilmember Allison Heyward for achieving her Certified Municipal Officer status and presented her with a pin.

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 Gutierrez recognized the following:

- Ken Greenwald - 205 Westchester - Mr. Greenwald thanked Schertz Fire and EMS for their exceptional assistance with an emergent situation with his daughter.
- Jordan De LaGarza - Seguin - Mr. De LaGarza identified himself as District Field Officer for Monica for Congress and thanked the City of Schertz for their support.
- Russell Hunter - 11637 Circle Oak Dr. - Gave the following announcements for the Chamber:

March 17 at the Schertz Civic Center from 11:15 am - 1:00 pm -The State of Education Luncheon featuring SCUCISD Superintendent, Dr. Clark Ealy and Northeast Lakeview College President, Dr. Veronica Garcia.

The Taste at Retama Park tickets are on sale at the Chamber office until next Wednesday, March 18. The location is Retama Park from 5:00 to 8:00 pm on March 19.

The next Epic Education Business class will be April 22 at the Noble Event

Center, 203 South Main Street, Cibolo, Texas. The topic will be about business branding. Please go online to chamber.info or call the Chamber at 210-619-1952 for more information.

Workshop

1. Roadway CIP (B. James/J. Nowak)

Mayor Gutierrez recognized Engineer John Nowak who provided a PowerPoint discussing the five (5) year plan for roads in Schertz and answered questions from Council.

Mr. Nowak informed Council Engineering had two items on the agenda, Resolution No. 20-R-24 and Resolution No. 20-R-25 that have reference to the Roadway CIP Workshop -SPAM (Street Preservation and Maintenance Program). He stated if Council is agreeable with his presentation they could move forward with both Resolutions.

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.

The following was read into record:

2. **Minutes** – Consideration and/or action regarding the approval of the minutes of the meeting of February 25, 2020. (B. Dennis)
3. **Resolution No. 20-R-24** - Consideration and/or action approving a Resolution authorizing expenditures with Ford Engineering, Inc., totaling no more than \$200,000.00 for professional Engineering-related services on the Elbel Storm Drain and Overlay Project and other minor projects during the 2019-2020 fiscal year and other matters in connection therewith. (B. James/J. Nowak)
4. **Resolution 20-R-27** - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas authorizing the extension for one year of the bank depository agreement with Schertz Bank & Trust, and other matters in connection therewith. (B. James/J. Walters/B. Martin)

5. **Resolution No. 20-R-28** - Consideration and/or action approving a Resolution authorizing an Interlocal Agreement Amendment between the San Antonio River Authority and the City of Schertz, Texas for Wastewater transportation treatment and disposal. (C. Kelm/S. Williams/J. Hooks)
6. **Resolution No. 20-R-29** - Consideration and/or action approving a Resolution amending the Schertz/Seguin Local Government Corporation (SSLGC) Fiscal Year 2019-2020 Annual Budget. (C. Kelm/S. Williams)
7. **Resolution No. 20-R-26** - 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 403, 405, 533 and 619 Main Street. (B. James)
8. **Boards, Commissions and Committee Member Appointments** - Consideration and/or action appointing Mrs. Beverly Clarke for the remaining term of Letticia Sever as a regular member on the Library Advisory Board and appointing Earl Platt as an alternate for Planning and Zoning Commission. (Mayor/Council/B. Dennis)

Mayor Gutierrez stated item No. 8 will be removed from the Consent agenda for clarification and discussion.

Councilmember Allison Heyward asked to have item No. 9 moved to Consent.

Councilmember Rosemary Scott noted on item #4, Resolution No. 20-R-27 there was a form superimposed on page 62 of the backup documentation. (Note: this was corrected)

The following was read into record with Consent:

Resolution No. 20-R-25

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING EXPENDITURES WITH KIMLEYHORN ASSOCIATES, INC., TOTALING NO MORE THAN \$200,000 FOR PROFESSIONAL ENGINEERING-RELATED SERVICES ON THE 2020 SPAM RESURFACING PROJECT AND OTHER MINOR PROJECTS DURING THE 2019-2020 FISCAL YEAR, AND OTHER MATTERS IN CONNECTION THEREWITH.

Councilmember David Scagliola asked if the item needed to be voted on to move it from Discussion and Action Items to Consent. Mayor Gutierrez

agreed the item needed a motion to be moved. The following motion was made:

Moved by Councilmember Allison Heyward, seconded by Mayor Pro-Tem Mark Davis to move Item #9 Resolution No. 20-R-25 to Consent Agenda.

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

Passed

Moved by Councilmember David Scagliola, seconded by Councilmember Allison Heyward to approve Consent Agenda items 2-7 & 9.

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

Passed

Discussion and Action Items

- 9. Resolution No. 20-R-25** - Consideration and/or action approving a Resolution authorizing expenditures with Kimley-Horn Associates, Inc., totaling no more than \$200,000.00 for professional engineering-related services on the 2020 SPAM resurfacing project and other minor projects during the 2019-2020 fiscal year, and other matters in connection therewith. (B. James/J. Nowak)

This item was moved to the Consent Agenda.

Mayor Gutierrez returned to Item No. 8 and read the following into record:

Boards, Commissions and Committee Member Appointments - Consideration and/or action appointing Mrs. Beverly Clarke for the remaining term of Letticia Sever as a regular member on the Library Advisory Board and appointing Earl Platt as an alternate for Planning and Zoning Commission. (Mayor/Council/B. Dennis)

Mayor Gutierrez recognized City Secretary Brenda Dennis who notes there was an error on this item. Letticia Sever resigned from the Historical Preservation Committee, not the Library Board. There will be no action needed for Letticia Sever since she is remaining on the Library Board. The action needed will be in reference to Earl Platt as an alternate for the Planning and Zoning Commission. Mr. Platt has been vetted through the Interview Committee and it is our

recommendation he is appointed as an alternate to the Planning and Zoning Commission.

Moved by Mayor Ralph Gutierrez, seconded by Councilmember Michael Dahle to appoint Earl Platt as alternate to the Planning and Zoning Commission.

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

Passed

Public Hearings

- 10. Ordinance No. 20-A-07** - Conduct a public hearing, consideration and/or action for an Ordinance on a request for voluntary annexation of approximately 0.5 acres of land located at 13805 IH-10 E, Bexar County, Texas. *First Reading* (B. James/L. Wood/N. Kopyay)

The following was read into record:

Ordinance 20-A-07

An Ordinance by the City Council of the City of Schertz, Texas, providing for the extension of the boundary lines of the City of Schertz, Texas by the annexation of approximately 0.5 acres of land located at 13805 IH-10 E, City of Schertz, Bexar County, Texas.

Mayor Gutierrez recognized Planner I Nick Kopyay who provided a PowerPoint and introduced this item.

Mayor Gutierrez opened the public hearing for those wishing to speak, and as no one spoke; closed the public hearing for Council comments.

Moved by Councilmember Michael Dahle, seconded by Councilmember David Scagliola to approve Ordinance 20-A-7 - first reading.

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

Passed

11. **Ordinance 20-S-08** - Conduct a public hearing and consideration and/or action for an Ordinance on a request to rezone approximately 0.5 acres of land to Public Use District (PUB), located at 13805 IH-10 E, City of Schertz, Bexar County, Texas. *First Reading* (B. James/L. Wood/N. Kopyay)

The following was read into record:

Ordinance No. 20-S-08

An Ordinance by the City Council of the City of Schertz, Texas amending the official zoning map by rezoning approximately 0.5 acres of land to Public Use District (PUB), located at 13805 IH-10 E, City of Schertz, Bexar County, Texas.

Mayor Gutierrez recognized Planner I Nick Kopyay who provided a PowerPoint and introduced this item.

Mayor Gutierrez opened the public hearing for those wishing to speak, and as no one spoke; closed the public hearing for Council comments.

Moved by Councilmember Michael Dahle, seconded by Mayor Pro-Tem Mark Davis to approve Ordinance No. 20-S-8 - first reading.

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

Passed

Roll Call Vote Confirmation

Mayor Gutierrez recognized City Secretary Brenda Dennis who provided the roll call vote confirmation for agenda items 2 through 11.

Workshop

12. Corona Virus (COVID-19) Update (C. Kelm/J. Mabbitt)

Mayor Gutierrez recognized EMS Director Jason Mabbitt who provided a PowerPoint and gave an update on the Corona Virus (COVID-19) and answered questions from Council.

Requests and Announcements

- Announcements by the City Manager.

None at this time.

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

Councilmember Rosemary Scott expressed her concern about the bicycle traffic on the walking trails in Crescent Bend Park. City Manager Dr. Browne stated he would provide her with information on this matter.

- 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

Councilmember Davis made the following announcement:

- Schertz Housing Authority meeting

Councilmember Dahle made the following announcements:

- Schertz-Cibolo SUCISD Farewell Reception for Dr. Gibson
- YMCA 10 year anniversary party
- Kick Cancer 5K Run/Walk
- YMCA Ice Cream Social
- Cross Trail Outfitters, Inc. fundraiser

Councilmember Heyward made the following announcements:

- Texas Municipal League (TML) Elected Officials conference in Frisco, Texas
- Chamber Leadership CORE Program

Mayor Gutierrez made the following announcements:

- Coffee with the Chamber
- Regional Housing Summit
- Operation Comfort 5K for wounded warriors and ill servie members
- Texas Municipal League (TML) Elected Officials conference in Frisco, Texas
- Kick Cancer 5K Run/Walk
- YMCA Ice Cream Social

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

Adjournment

Mayor Gutierrez adjourned the meeting at 7:27p.m.

Ralph Gutierrez, Mayor

ATTEST:

Gayle Wilkinson, Deputy City Secretary