

MINUTES
REGULAR MEETING
February 1, 2022

A Regular Meeting was held by the Schertz City Council of the City of Schertz, Texas, on February 1, 2022, at 6:00 p.m. in the Hal Baldwin Municipal Complex Council Chambers, 1400 Schertz Parkway, Building #4, Schertz, Texas. The following members present to-wit:

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

Absent: Councilmember Rosemary Scott

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

Call to Order

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

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

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

A. Mayor Pro-Tem Oath of Office - Oath of Office administered to Councilmember David Scagliola. (B. Dennis)

City Secretary Brenda Dennis provided the Oath of Office for the Mayor Pro-Tem office to Councilmember David Scagliola.

Presentations

- Proclamation recognizing Career and Technology Education Month. (Mayor/Amy Massey SCUCISD)

Mayor Gutierrez read and presented the proclamation to Ms. Amy Massey, Career and Technical Education Coordinator for the Schertz-Cibolo-Universal City Independent School District. Ms. Massey provided background information regarding the program and thanked the Economic Development Department and the City of Schertz who assist with this program.

Employee Recognitions

New Employee Introductions:

Mayor Gutierrez recognized City Department Heads who introduced the following new employees:

- 311 Public Affairs: Guadalupe Martinez - 311 Customer Relations
- EDC: Casey Moeller - Business Engagement Manager
- EMS: Samantha Sommers, Paramedic; Tyler Warneke, EMT

- Fire: Annaliese Fielder - Firefighter
- Inspections: Amanda Cox - Permit Technician
- Police Department: Catherine Gibbs - Communications Officer, Melissa Hurst - Civilian Evidence Technician
- Public Works: Jonathan Chapman, Jose Sanchez - Street Worker II - Elijah Allen - Street Worker I
- Public Works: Robert Pfeil, Michael Claxton - Service Worker I. Nicholas Ferris - SCADA Technician

City Events and Announcements

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

Mayor Gutierrez recognized Assistant to the City Manager Sarah Gonzalez who provided the following announcements:

Friday, February 4th

Strategic Planning Retreat

8:30 AM

Community Room, Fire Station #3

11917 Lower Seguin Road

Saturday, February 5th

Swim N' Smores

4:30-6:30 PM

Schertz Aquatic Center, 621 Westchester Drive

Enjoy swimming, s'mores, and hot chocolate on the splash pad.

Tuesday, February 8th

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

Friday, February 11th

Chuck Wagon Breakfast

7:30 AM – 9:30 AM

Schertz Financial Center, 16895 IH 35 North

Scrambled eggs, sausage, biscuits, gravy, peach cobbler, and coffee will be served.

Save the Date Tuesday, February 15th

Council on the Go

Meet and Greet – 6:00 PM – 6:30 PM

Meeting – 6:30 PM

John Paul II Catholic High School

6720 FM 482, New Braunfels

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

No Announcements were provided.

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

No announcements were provided.

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 who spoke:

- Ms. Maggie Titterington, Chamber President stated that their Health and Wholeness Fair was a success and wanted to give a shout-out to Mr. Richard Dziewit and Ms. Sue Boissonneault who assisted with the parking for this event.

Ms. Titterington reminded Council of their upcoming Chamber Luncheon, February 15, 2022 where the cities will be presenting their "State of the City" Videos" - City of Schertz, City of Cibolo, and the City of Selma.

Ms. Titterington spoke as a resident of the Fairhaven Homeowners Association, in thanking the Public Works Department, Suzanne Williams and others for assisting in the installation of the long over due speed humps.

Discussion and Action Items

1. **Minutes** – Consideration and/or action regarding the approval of the minutes of the meetings of January 11, 2022 and January 25, 2022. (B. Dennis/S. Edmondson)

Moved by Councilmember Michael Dahle, seconded by Councilmember Allison Heyward to approve the January 11, 2022 and the January 25, 2022 minutes with the correction of the Mayor Pro-Tem.

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

Passed

Public Hearings

Mayor Gutierrez read the following into record:

2. **Ordinance No. 22-M-06** - Hold a Public Hearing, consider action amending Chapter 21 Community Development of the City of Schertz Code of Ordinances by adding Article III Enterprise Zones, enabling nomination of qualifying projects to the State of Texas for Enterprise Project Designation. **First Reading** (M. Browne/A. Perez)

Mayor Gutierrez recognized Economic Development Director Adrian Perez who introduced this item

and provided the following information:

- **Program Background** - The Texas Enterprise Zone Program (EZP) is a state sales and use tax refund program for qualifying costs provided to companies relocating or expanding in Texas.
- New or existing companies can secure a State of Texas sales tax refund by:
 - meeting capital investment thresholds
 - creating and/or retaining jobs that employ a percentage of enterprise zone residents, or veterans.
- Companies must:
 - Secure the nomination of a local community to submit an application.
 - Scored by the State of Texas versus other projects on a quarterly basis.

● **Community Benefit**

- City of Schertz may offer nominations of up to six projects per biennium for a State Sales Tax rebate (not local sales tax).
- Provides an additional tool to encourage companies to locate or expand operations and create new jobs in the community as well as to hire from Veteran populations.

● **Fiscal Impact**

- No direct fiscal impact as the sales tax rebate is paid from the portion collected by the State of Texas.
- Administrative impact is minimal and can be integrated into ongoing incentive monitoring duties.

Staff recommends approval of Ordinance 22--06 adding Section III to Chapter 21 of the City of Schertz Code of Ordinances titled Community Development.

Mayor Gutierrez opened the Public Hearing, and as no one spoke; closed the Public Hearing for Council comments and questions. Mr. Perez addressed questions from Council.

Moved by Councilmember Tim Brown, seconded by Councilmember Michael Dahle to approve Ordinance No. 22-M-06 on first reading.

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

Passed

Roll Call Vote Confirmation

Mayor Gutierrez recognized City Secretary Brenda Dennis who provided the roll call vote confirmation for Agenda Items 1 & 2.

CLOSED SESSION

Mayor Gutierrez read the following into record:

3. City Council will meet in Closed Session under Section 551.074 of the Texas Government Code, Personnel Matters, to conduct the annual evaluation of the City Secretary Brenda Dennis.

Mayor Gutierrez recessed the regular meeting into Closed Session at 6:35 p.m.

Reconvene into Regular Session

Councilmember Whittaker left the meeting at 7:30 p.m.

Mayor Gutierrez reconvened back into Regular Session at 7:36 p.m.

- 3a. Take any action based on discussions held in Closed Session under Agenda Item 3.

Motion was made by Councilmember Heyward seconded by Councilmember Dahle to provide our City Secretary a pay increase of 3% with an effective date of next pay period.

AYE: Mayor Pro-Tem Scagliola, Councilmember Davis, Councilmember Michael Dahle, Councilmember Allison Heyward, Councilmember Tim Brown
(*Councilmember Jill Whittaker had left the meeting at 7:30 p.m.*)

Motion Passed

Roll Call Vote Confirmation

Mayor Gutierrez recognized Deputy City Secretary Sheila Edmondson who provided the roll call vote confirmation for Agenda Item 3A.

Requests and Announcements

- Announcements by the City Manager.

Nothing further.

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

Mayor Gutierrez recognized Mayor Pro-Tem Scagliola who stated that some members of the Lions Club had a District meeting last week and one of the members came back with a truck load of little stuffed dolls and animals; they asked if our First Responders have a program where they carry these types of items in their trucks. He was wondering if we had that type of program and if we do the member would like for him to find a home for the box of toys he has. Mayor Pro-Tem Scagliola stated that he would talk to Dr. Browne about this to see what we could do.

- 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

- 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 Gutierrez recognized the following Councilmembers:

- Councilmember Dahle who stated he attended the First Coffee with the Chamber at their new facility in Selma last week.
- Councilmember Heyward who stated that she attended the TML Regional Officer Orientation, Ribbon Cutting Ceremony for Tri Hydro Engineering Corporation.

Adjournment

Mayor Gutierrez adjourned the meeting at 7:42 p.m.

ATTEST:

Ralph Gutierrez, Mayor

Brenda Dennis, City Secretary