

MINUTES
REGULAR MEETING
March 1, 2022

A Regular Meeting was held by the Schertz City Council of the City of Schertz, Texas, on March 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; City Council Place 2 - Vacant; Councilmember Jill Whittaker; Councilmember Michael Dahle; Councilmember Allison Heyward

Absent: Councilmember Tim Brown

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

Call to Order

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

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

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

Presentations

- Proclamation recognizing National Procurement Month (Mayor/J. Golke)

Mayor Gutierrez recognized Purchasing & Asset Manager Julie Golke and presented a proclamation recognizing the month of March 2022 as National Procurement Month in the City of Schertz.

- Proclamation recognizing National Employee Appreciation Day (Mayor/All Employees)

Mayor Gutierrez recognized City Manager Dr. Mark Browne and presented a proclamation recognizing March 4th, 2022 as National Employee Appreciation Day in the City of Schertz.

- Presentation-Guadalupe Regional Medical Center - Prescription Assistance Report.
(Mayor/Council/Isaac Ishak)

Mayor Gutierrez recognized Dr. Issac Ishak with Guadalupe Regional Medical Center who presented the Prescription Assistance Report.

Employee Recognition

Various Department Heads introduced the following new employees from their departments.

- Facilities: Jeremiah Yandell - Plumber
- Parks: Ian King - Parks Maintenance Technician
- Police Department: Beatrice Montoya - Police Communication Officers

- Utility Billing: Caitlyn Calhoun, Nicole Gray, Lynda Young - Utility Billing Clerks

City Events and Announcements

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

Mayor Gutierrez recognized Assistant City Manager Brian James who provided the following information.

Saturday, March 5th

Kick Cancer Pep Rally & 5K Run

Check-in at 8:00 AM

Start at 9:00 AM -12:00 PM

Pickrell Park

200 Aero Avenue

Register on CivicRec or in person at the Parks & Recreation Office

BVYA Parade/Opening Ceremonies

Parade begins at 9:00 AM

Opening Ceremonies at 10:00 AM

Johnie McDow Sports Complex

Community Circle Drive

Tuesday, March 8th

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

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

Mayor Gutierrez recognized City Manager Dr. Mark Browne who wanted to congratulate the January/February Employee Promotions: Jeremy Ryel from Serviceman II to Water/Wasterwater Supervisor; Tyler Warneke from Drainage Worker II to EMT; and Korrin Bond from Utility Billing Clerk I to Administrative Assistant to the I.T. Department. Dr. Browne stated that on March 3rd-4th, 2022 will be a two-day Staff Retreat that includes Department Heads and the City Manager's office.

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

Mayor Gutierrez stated the City of Schertz was a sponsor in the Operation Comfort 5k Run and was presented with a thank-you statue. Mayor Gutierrez also mentioned that were several staff that participated in this event. Mayor Gutierrez also wanted to thank Ms. Diane Cisneros, Director of Operation Comfort and appreciates her efforts in making this event happen.

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 recognized the following residents:

- Richard Dziewit-2550 Chasefield Drive: Mr. Dziewit thanked City Council, City Secretary Brenda Dennis and Deputy City Secretary Sheila Edmondson for the great Boards, Commissions and Committees Thank-you Banquet. Mr. Dziewit also wanted to thank all the employees who create and make everything the way it should be in the city. He stated that because of the great City Council and

City Employees, this is the best city in Texas.

- Mayor Pro-Tem David Scagliola mentioned that the Chamber President Maggie Titterington was not here tonight because she is at "The Taste" kick-off.

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 1-5 into record.

1. **Minutes** – Consideration and/or action regarding the approval of the minutes of the Special Council meeting of February 15, 2022, and the minutes of the Regular Council meeting of February 22, 2022. (B. Dennis)
2. **Ordinance No. 22-T-05** - Consideration and/or action approving an Ordinance by the City Council of the City of Schertz, Texas authorizing an adjustment to the Fiscal Year 2021-2022 Budget to construct a splashpad at Wendy Swan Memorial Park, repealing all ordinances or parts of ordinances in conflict with this ordinance; and providing an effective date. *Final Reading* (B. James/L. Shrum)
3. **Resolution No. 22-R-01** - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas authorizing the permanent closure of Wendy Swan Memorial Park Pool, and its conversion to a splashpad feature, and awarding the contract for construction to T.F. Harper & Associates, L.P. in an amount not to exceed \$297,350.09. (B. James/L. Shrum)
4. **Resolution 22-R-25**- Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas authorizing an Inter-Local Governmental Agreement between the County Of Guadalupe, Texas and City of Schertz, Texas for the reconstruction of Eckhardt Road/Green Valley Road, and other matters in connection herewith. (C. Kelm/S. Williams/D. Letbetter)
5. **Resignations and Appointments to Boards/Commissions/Committees** - Consideration and/or action regarding resignations and appointments to various Boards/Commissions/Committees. (Council/B. Dennis)
 - Resignation of Mr. Jesse Gonzales - Planning & Zoning Commission
 - Appointment of Mr. Roderick Hector to the Regular Position on Planning & Zoning Commission, previously held by Commissioner Earl Platt

Mayor Gutierrez asked Council if there were any items the wished removed for separate action. Councilmember Mark Davis stated he did not wish to pull anything off, but had a question on Item 3. He asked the Mayor to repeat the "not to exceed" amount because it appears to be different from what is listed on the agenda. Mayor Gutierrez re-read Item 3 with the correct amount of \$297,350.09.

Mayor Gutierrez asked for a motion to approve Consent Agenda Items 1-5.

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

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

Passed

Discussion and Action Items

- 6. **Resolution No. 22-R-27** - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas authorizing the allocation of the American Rescue Plan Act of 2021 (ARPA) funds for the Schertz Small Business Grant Program. (M. Browne)

Mayor Gutierrez read the following into record:

RESOLUTION NO. 22-R-27

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING THE ALLOCATION OF THE AMERICAN RESCUE PLAN ACT OF 2021 (ARPA) FUNDS FOR THE SCHERTZ SMALL BUSINESS GRANT PROGRAM.

Mayor Gutierrez recognized City Manager Dr. Mark Browne who updated City Council on the ARPA Funds for the Schertz Small Business Grant Program. When considering the allocation of ARPA funds, the City of Schertz approved up to \$1M in grants to Schertz businesses as part of its total allocation. The City also formed a 5-person committee consisting of two Council Members, the Mayor, The Chamber President, and the Economic Development Director. The committee was tasked with reviewing applications and to determine the grant amounts awarded based on submitted documentation. A total of 56 applications were received and considered by the committee. The committee is asking City Council to finalize the rest of the list and consider the 15 applications for approval and award of \$129,000.

Mayor Gutierrez asked for a motion to approve Resolution No. 22-R-27

Moved by Councilmember Mark Davis, seconded by Councilmember Allison Heyward

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

Passed

- 7. **Ordinance No. 22-T-09** - Consideration and/or action approving an Ordinance by the City Council of the City of Schertz, Texas, authorizing an adjustment to the Fiscal Year 2021-2022 Budget to provide funding for the Civic Center HVAC Replacement Project, repealing all ordinances or parts of ordinances in conflict with this ordinance; and providing an effective date. (*First Reading*) (C. Kelm/S. Williams/S. McClelland)

Mayor Gutierrez read the following into record:

ORDINANCE NO. 22-T-09

A ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING AN ADJUSTMENT TO THE FISCAL YEAR 2021-2022 BUDGET TO PROVIDE FUNDING FOR THE CIVIC CENTER HVAC REPLACEMENT PROJECT, REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT WITH THIS ORDINANCE; AND PROVIDING AN EFFECTIVE DATE. (*FIRST READING*)

Mayor Gutierrez recognized Public Works Asst. Director Scott McClelland who provided an update on the Civic Center HVAC Replacement Project. The City Council needs to authorize a budget amount of \$900,000 for the purpose of construction and installation relating to the Civic Center HVAC Replacement Project. City Staff recommends that the City Council approve Ordinance No. 22-T-09 to fund the completion of the Civic Center HVAC Replacement Project.

Mayor Gutierrez asked for a motion to approve Ordinance No. 22-T-09 on the first reading.

Moved by Councilmember Mark Davis, seconded by Councilmember Jill Whittaker

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

Passed

8. **Ordinance No. 22-T-10** - Consideration and/or action approving an Ordinance by the City Council of the City of Schertz, Texas, authorizing an adjustment to the Fiscal Year 2021-2022 Budget, of \$570,000, to provide funding for the purchase of property currently owned by Guadalupe Basin River Authority (GBRA), repealing all ordinances or parts of ordinances in conflict with this ordinance; and providing an effective date. *(First Reading)* (C. Kelm/S. Williams)

Mayor Gutierrez read the following into record:

ORDINANCE NO. 22-T-10

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING AN ADJUSTMENT TO THE FISCAL YEAR 2021-2022 BUDGET TO PURCHASE PROPERTY FROM THE GUADALUPE-BLANCO RIVER AUTHORITY, REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT WITH THIS ORDINANCE; AND PROVIDING AN EFFECTIVE DATE *(FIRST READING)*

Mayor Gutierrez recognized Public Works Director Suzanne Williams who provided a brief presentation. GBRA currently owns 3.4096 acres located at 22330 IH-35 North that was formerly used by GBRA to own and operate a wastewater treatment plant. The property is in a prime location on I-35 and the City has an existing lift station at the back of the property. It is apparent this lift station will need to be expanded to accommodate growth and serve undeveloped land in Northern Schertz. The City of Schertz will make an offer of \$570,000, and the cost it will be divided evenly between the Water/Sewer Fund and General Fund.

Councilmember Allison Heyward asked that the address be included in the final draft of the ordinance document. Mayor Pro-Tem David Scagliola wanted to thank GBRA for providing us the first opportunity to purchase this property. Mayor Gutierrez also wanted to thank GBRA for working with the city on this purchase.

Mayor Gutierrez asked for a motion to approve Ordinance No. 22-T-10 on the first reading.

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

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

Passed

Workshop

9. City Council Liaison Appointments - Discussion and possible action regarding various City Council Liaison Appointments. (Mayor/Council/B. Dennis)

Mayor Gutierrez stated that with the recent resignation of Councilmember Rosemary Scott, there were 2 vacancies on the City Council Liaison Appointments.

Animal Services Advisory Committee Board:

Councilmember Allison Heyward stated that she and Ms. Scott had traded places on the Animal Services Advisory Committee and Councilmember Heyward was the Regular Member and Ms. Scott was the Alternate. Councilmember Heyward agreed to stay on the committee full time. Mayor Pro-Tem David Scagliola offered to be the Alternate on the Animal Services Advisory Committee.

Interview Committee for Boards and Commissions:

Mayor Pro-Tem David Scagliola offered to stay as the Alternate and allow Councilmember Jill Whittaker to join the Interview Committee as Regular Member.

Roll Call Vote Confirmation

Mayor Gutierrez recognized Deputy City Secretary Sheila Edmondson who provided the roll call confirmation for Consent Agenda Items 1-5 and Items 6-9.

Requests and Announcements

- Announcements by the City Manager.

City Manager Dr. Mark Browne stated that the HVAC Replacement Project at the Animal Control Center is completed, staff is moving back into the building and there will be a ceremony in the near future.

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

None at this time.

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

None at this time.

- Announcements by Mayor and Councilmembers.

Mayor Pro-Tem David Scagliola thanked City Secretary Brenda Dennis for putting together the Volunteer Banquet.

Councilmember Jill Whittaker: attended the Volunteer Banquet and a ribbon cutting ceremony for JB Goodwin Realtors

Councilmember Michael Dahle: attended the Volunteer Banquet and thanked City Secretary Brenda Dennis and Deputy City Secretary Sheila Edmondson for putting together the Volunteer Banquet and thanked all the volunteers to serve on our Boards, Commissions and Committees

Councilmember Allison Heyward: Stated she did not attend the Volunteer Banquet but wanted to thank all the volunteers who serve on all the Boards, Commissions and Committees, and thanked City Secretary Brenda Dennis and Deputy City Secretary Sheila Edmondson for hosting the event; attended the TML Board of Directors Meeting in Georgetown, TX.; attended the JB Goodwin Realtors ribbon

cutting ceremony, attended the Main Street Meeting

Mayor Gutierrez thanked all the volunteers who serve on the Boards, Commissions and Committees and thanked City Secretary Brenda Dennis and Deputy Sheila Edmondson for hosting the event.

Adjournment

Mayor Gutierrez adjourned the meeting at 6:51 p.m.

Ralph Gutierrez, Mayor

ATTEST:

Sheila Edmondson, Deputy City Secretary