

DRAFT

MINUTES REGULAR MEETING August 5, 2022

A Regular Meeting was held by the Schertz City Council of the City of Schertz, Texas, on August 5, 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 Allison Heyward; Councilmember Mark Davis; City Council Place 2 - Vacant; Councilmember Jill Whittaker; Councilmember Michael Dahle; Councilmember David Scagliola; Councilmember Tim Brown

City Staff: City Manager Dr. Mark Browne; Assistant City Manager Brian James; City Attorney Daniel Santee; City Secretary Brenda Dennis; Assistant to the City Manager Sarah Gonzalez; EDC Director Adrian Perez; Public Works Director Suzanne Williams; Finance Director James Walters; IT Director Myles Clauser; Library Director Melissa Uhlhorn; Public Affairs Director Linda Klepper; EMS Director Jason Mabbitt; Director of Planning & Community Development Lesa Wood; PD Captain Manny Casas; Human Resources & Purchasing Director Jessica Kurz; GIS Coordinator Tony McFalls; Parks, Recreation & Community Services Director Lauren Shrum; Engineer Kathy Woodlee

Attendees: Michele Terelesky, Dana Eldridge, Richard Dziewit, Tiffany Gibson, Ferrando Heyward

Call to Order (General Comments)

Mayor Gutierrez called the meeting to order at 8:30 a.m.

Hearing of the 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 mentioned that he will also provide at the end of the session another opportunity for the citizens to speak. Mayor Pro-em Heyward recognized the following who spoke:

- Ms. Michele Tereletsy, 705 Marilyn Drive, who spoke about the Schertz Magazine Budget - RFP costs to print, mailing costs, subscriptions and Magazine on the web.

- Mr. Dana Eldridge 2628 Gallant Fox Drive, who spoke regarding the upcoming budget and the hope that the budget provides the City's priorities, not what nice to have, spoke about the need for Police, Fire and Animal Control and their need for more equipment.

WELCOME/OVERVIEW

DISCUSSION AND ACTION ITEMS

Budget Prioritization Process -

- Discussion and direction for prioritizing the FY2022-23 budget, including but not limited to funding all programs needed to accomplish the City Mission and taking into consideration factors such as population growth, tax base development, large time sensitive infrastructure projects, right of way issues, staffing levels and structure, school safety, Schertz Magazine and magazine printing costs, and prioritizing expanded programs that may be required in the future. (M. Browne/Executive Team)

Mayor Gutierrez recognized City Manager Dr. Mark Browne who provided the following Retreat Overview Discussion items:

- Tax Rate Discussion
- FY 2022-23 Budget Development & Highlights
- Cut Line Discussion
- CIP Updates
- Schertz Magazine Discussion
- School Safety/Security

Finance Director James Walters provided an overview of the 2022 Property Values:

2021 Taxable Value	\$4,113,819,189
2022 Equivalent Taxable Value	\$4,645,496,543
2022 New Taxable Development	+\$116,497,996
2022 Adjusted Taxable Value	\$4,761,994,539
Difference between Adjusted Taxable Values	\$648,715,350

Mr. Walters provided the following information regarding the Tax Rate:

No-New Revenue:	The tax which will generate the same revenue for the city from property on the previous year's tax roll
Voter Approval Rate	The rate if exceeded triggers an automatic election on the tax rate.
Current:	The rate currently adopted by the City.
Proposed Max:	The maximum rate set at which the final adopted rate cannot exceed.

Tax Rate

Current:	\$0.5121
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No New Revenue:	\$0.4526
Voter Approval:	\$0.4721
Voter Approval - Unused Increment:	\$0.5094
Proposed Max:	\$0.4665 - (Proposed budget assumes this rate)
\$0.01 is equal to \$477,000 revenue or \$29.48 on the average home	

Target Tax Rate

Tax Rate	Current	Proposed Maximum	
M&O	\$0.3470	\$0.3185	For day to day operations
I&S	\$0.1651	\$0.1480	To Pay the City's debt
Total	\$0.4665		

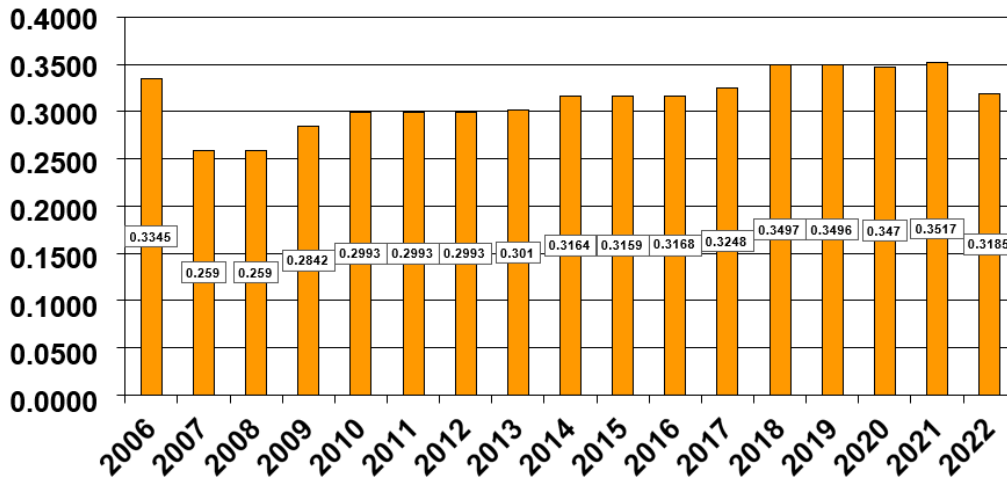
FY 2022-23 City Tax Rate

Tax Rate Name	Tax Rate per \$100	Est. Tax Bill	Bill Increase	% Increase
No-new revenue	\$0.4526	\$1,334.45	-	-
Voter Approval	\$0.4721	\$1,392.23	\$57.78	4.3%
w/Increment	\$0.5094	\$1,501.59	\$167.14	12.5%
Proposed	\$0.4665	\$1,375.13	\$40.68	3.0%
New Proposed	\$0.4798	\$1,414.34	\$79.99	6.0%
Current	\$0.5121	\$1,509.55	\$175.10	13.1%

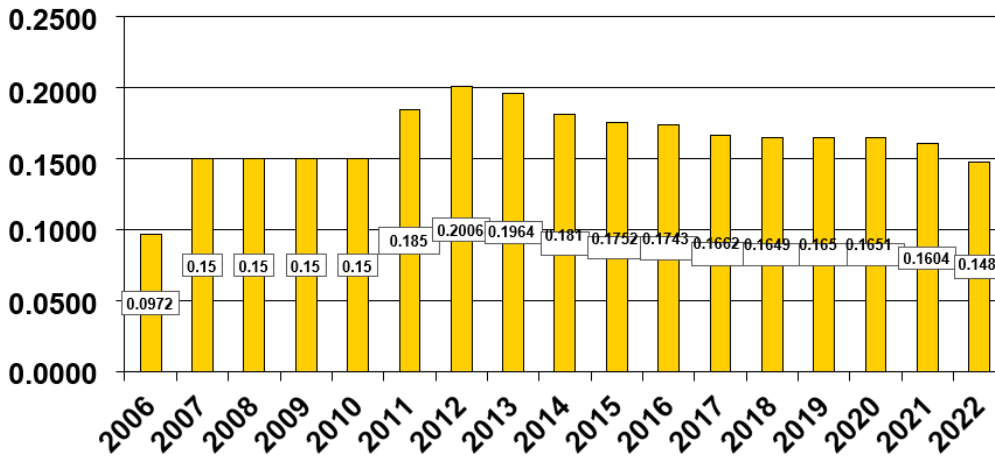
Tax bills are based on average taxable value of homes for 2022 of \$294,800 - Estimated Tax Bills and Bill Increases are annual amounts.

Mr. Walters provided Historic Tax Rates for M&O and I&S and Historic Tax Rates totals:

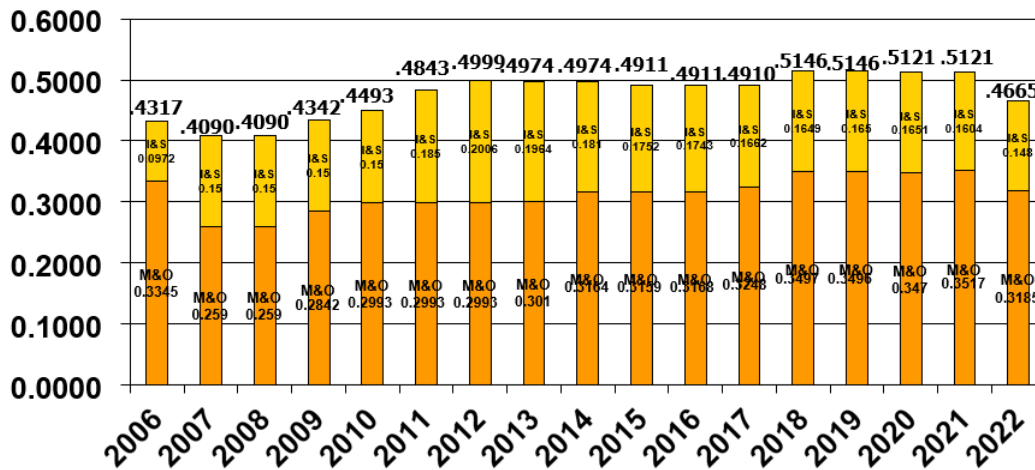
Historic Tax Rates – M&O



Historic Tax Rates – I&S



Historic Tax Rates – Total



FY 2022-23 Proposed Budget: (Staff reviewed with Council the following):

FY 2022-23 Budget Development highlights include:

- More sales tax realized
- More aggressive on revenue projections
 - Sales tax – increasing from 5% to 6% (7% in out years)
- More aggressive on expense projections
 - Across the line-item adjustments to match long-term trends
 - Reduce department budgets by 2%
- All of this provides additional recurring funding

Budget Priorities:

- Established priorities from the pre-budget retreat
 - Infrastructure
 - CIP Planning/Document Development
 - New/Reconstruction of Facilities
 - Compensation
 - Increase Staffing

FY 2022-23 Budget Highlights:

- Expanded Programs Proposed to Fund
 - Wage Adjustment Proposal
 - One time, in lieu of merit
 - P/T and F/T - Non-public safety
 - 4/2/1 plan
 - Couple this with 3% ECI
 - Both to go into effect October 1

- 3% ECI – Across the Board
 - Employees >3% outside of pay band not eligible

Unified Pay Plan

Grade	Min	Max	Min	Max
110	\$15.00	\$21.77	\$31,200.00	\$45,284.00
120	\$23.36	\$33.90	\$48,584.00	\$70,515.00
125	\$29.81	\$43.27	\$62,007.00	\$89,997.00



Grade	Min	Max	Min	Max
110	\$15.45	\$22.42	\$32,136.00	\$46,642.52
120	\$24.06	\$34.92	\$50,041.52	\$72,630.45
125	\$30.70	\$44.57	\$63,867.21	\$92,696.91

Public Safety Pay Plan

Firefighter			
Yrs in Rank		Hourly	Annual
0 - 2	Step 1	\$18.51	\$51,012.79
6 - 8	Step 4	\$20.37	\$56,149.93
15+	Step 7	\$22.43	\$61,804.41

Police Officer			
Yrs in Rank		Hourly	Annual
0 - 2	Step 1	\$25.75	\$53,564.29
6 - 8	Step 4	\$28.35	\$58,958.37
15+	Step 7	\$31.20	\$64,895.67

Paramedic			
Yrs in Rank		Hourly	Annual
0 - 2	Step 1	\$17.52	\$51,012.79
6 - 8	Step 4	\$19.55	\$56,902.22
15+	Step 7	\$21.81	\$63,511.76



Yrs in Rank		Hourly	Annual
0 - 2	Step 1	\$19.07	\$52,543.97
6 - 8	Step 4	\$20.98	\$57,823.91
15+	Step 7	\$23.10	\$63,671.59

Yrs in Rank		Hourly	Annual
0 - 2	Step 1	\$26.52	\$55,166.80
6 - 8	Step 4	\$29.20	\$60,737.04
15+	Step 7	\$32.14	\$66,842.88

Yrs in Rank		Hourly	Annual
0 - 2	Step 1	\$18.05	\$52,548.79
6 - 8	Step 4	\$20.14	\$58,637.49
15+	Step 7	\$22.46	\$65,416.04

Wage Adjustment Proposal

- 60% (120 EEs) receive 4% - <\$53K
- 20.5% (41 EEs) receive 2% - \$53K-\$75K
- 19.5% (39 EEs) receive 1% - \$75K+
- Employees outside of pay band will receive adjustment as a lump sum (same as merit)
- No change to Public Safety merit - 1% - Paid as lump sum to all

• **New Personnel**

Proposing 15 new positions in General Fund:

- Fire – 3 Firefighters for Station 4, Inspector
- Engineering – Inspector, Engineer
- IT – Public Safety Tech.
- Parks – Parks Maintenance Tech.
- Planning & Community Development – Plans Examiner
- Police – 2 SRO's, Traffic Officer, Records Specialist
- Fleet – Parts Clerk/Lube Tech.
- Library – P/T Programming Specialist

Enterprise Funds EMS:

- EMS – 8 new personnel in planned phase approach
- Mental Health Service Canine

Enterprise Funds Water/Sewer (requests pending/still under review)

Tyler Notify

- Cost: \$18,688

- Will provide staff the ability to notify residents of late water bills, water outages via text message

Water/Sewer Gems Software

- Cost: \$23,496

- Will help to identify the impact to our system of line size increases, main additions and potential new users
- Will allow the City to simulate a variety of situations in order to predict impacts to the system which will aid in decision-making when prioritizing projects and allocating maintenance resources and to be able to update the model

Mobile bypass pump

- Cost: \$83,900
- Pump will enhance reliability and ensures infrastructure remains operable in emergency situations or when there are mechanical or electrical failures due to weather (pump would be employed on a temp basis)

• Additional SPAM Funding

FY 22/23 base has \$400,000

- FY 22/23 expanded would increase that to \$650,000
- FY 23/24 would increase that to \$850,000
- Will now have \$850K recurring funding amount for road program by FY 23/24 (ideally, should be \$2 million recurring)

• Bldg. 27 Parking Lot Surfacing

- Cost: \$200,000
- Need additional parking/storage

• IT Upgrades – Internet & Fiber

• Internet

- Cost: \$16,500
- Upgrade existing GVEC Internet access from 10 MBs to 500 MBs
- Adds additional high-speed connection to the internet which can balance connectivity and route traffic to most efficient route

• Fiber

- Cost: \$10,500
- Upgrades existing fiber connectivity between City Hall and Library (current fiber is more than 10 years old)
- Will be able to move forward with systems replication, high- speed backups and better network load balancing for internet connectivity and other services

• Software – Purchasing & PD

• eProcurement and Contract Management Software

- Cost: \$10,000

- Will allow for increased participation in the bidding process, more effective contract management and increase efficiency for staff

• Records Management System Software

- Cost: Unknown – earmarking \$50,000 in budget to go toward it
- Joint project with IT & PD to replace current Law RMS with a more efficient and productive system

• Library Board Proposal

Children's Audio Books - \$5,000 - Council discussed matching this come out of general fund

- Will provide starter collection of 100-111 books
- Come directly from LAB budget

Hotspot Program Proposal

- Initial Cost \$1540, Recurring Cost: \$1320
- Would provide 11 hotspots to library inventory and allow everyone in our community to have access to the Internet through their library card
- Propose 50/50 split between LAB and General Fund budgets for 3 years

\$770 – initial year
 \$660 – years 2 and 3

- Phase recurring cost into General Fund budget after that

FY 2022-23 Budget

- General Fund Proposed Budget \$42,883,016
 - Increase of \$2,837,920 or 7.1%, from FY 2021-22 Adopted Budget, not including infrastructure funding
- Non Personnel Budgets increased 2.7% due to fuel costs, police equipment, and additional road maintenance funds
- Personnel Budgets increase 11.2% for the annual pay adjustments, insurance, ECI, and adding positions
- Proposed Budget assumes a 26% Fun balance requirement
- Choices made in this budget will reduce the fund balance to 26% over the next 5 years.

Mr. Walters provided information regarding the 2020, 2021, 2022 - 5 Year Forecast for Revenue, Expense, Capital Projects, Reserve Funding and Fund Balance %.

2020 - 5 Year Forecast

Revenue	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
Expense	\$34,572,785	\$36,535,951	\$37,894,459	\$39,317,256	\$40,807,506	\$42,368,531
Capital Projects	\$34,719,223	\$36,714,581	\$37,903,259	\$39,071,107	\$40,734,853	\$42,463,756
Reserve Funding	\$4,000,000	\$500,000				
	(\$4,146,438)	(\$678,630)	(\$8,800)	\$246,149	\$72,653	(\$95,226)
Fund Balance %	33.9%	30.7%	29.1%	28.5%	27.4%	26.0%

2021 - 5 Year Forecast

Revenue	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
Expense	\$36,806,979	\$38,712,493	\$40,189,247	\$41,736,213	\$43,356,853	\$45,054,800
Capital Projects	\$37,266,630	\$38,464,984	\$40,083,265	\$41,666,727	\$43,339,702	\$45,205,942
Reserve Funding	\$2,314,007	\$850,000				
	(\$2,773,658)	(\$602,491)	\$105,982	\$69,487	\$17,152	(\$151,142)
Fund Balance %	33.1%	30.8%	29.5%	28.6%	27.5%	26.0%

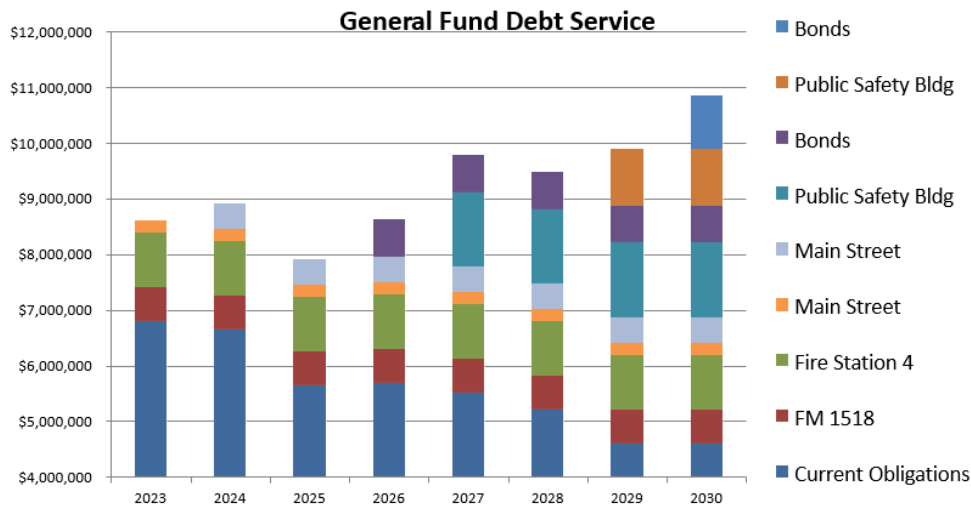
2022 - 5 Year Forecast

Revenue	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
Expense	\$41,167,878	\$42,457,595	\$44,371,628	\$46,395,944	\$48,537,280	\$50,802,804
Capital Projects	\$41,111,976	\$42,683,016	\$44,185,670	\$46,247,930	\$48,420,871	\$50,540,123
Reserve Funding	\$1,645,112	\$200,000				
	(\$1,589,210)	(\$425,421)	\$185,958	\$148,013	\$116,409	\$262,681
Fund Balance %	30.5%	29.6%	28.7%	27.7%	26.7%	26.0%

5 Year Summary - I&S Fund:

- At I&S Rate of \$0.1480:
Includes the following upcoming debt issuances:
 - FY 21/22
 - FM 1518: \$9,400,000
 - Fire Station #4: \$15,450,000
 - FM 3009 Extension: \$3,600,000
 - Main Street: \$3,250,000
 - FY22/23
 - Main Street: \$7,250,000
 - FY 24/25
 - Infrastructure: \$8,000,000
 - FY 25/26
 - Public Safety Buildings: \$20,000,000
 - FY 26/27
 - Public Safety Buildings: \$15,000,000
 - FY 28/29
 - Infrastructure: \$15,000,000

Graph of Debt Service



Cut Line Discussion:

The following information was provided and discussed:

- Proposed Programs/Personnel Funded at Current Rate: 0\$0.5131
- N/A - Current Rate is too high

Programs/Personnel Funded at No New Revenue Rate: \$0.4527

	Department	Request	Proposed Cost
Personnel	Police	2 School Resource Officers	153,600
Personnel	Fire	3 Firefighters	300,000
Personnel	Engineering	Engineering Inspector	82,005
Personnel	IT	Public Safety Technician	51,000
SubTotal:			\$ 586,605

	Department	Request	Proposed Cost
Program	Public Works	Building 27 Parking Lot/Vehicle Storage	200,000
Program	Public Works	Additional SPAM Funding	250,000
Program	IT	Internet Upgrade	16,400
Program	IT	Fiber Upgrade	10,500
Program	Purchasing	eProcurement/Contract Mgmt. Software	10,000
Program	IT/Police	Start-Up Funding - Records Mgmt. Software	50,000
SubTotal:			\$ 536,900

Total:			\$ 1,123,505.00
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Cut Line Discussion at Proposed Rate - \$0.4665

		Department	Request	Proposed Cost
NNR Rate	Personnel	Police	2 School Resource Officers	153,600
	Personnel	Fire	3 Firefighters	300,000
	Personnel	Engineering	Engineering Inspector	82,005
	Personnel	IT	Public Safety Technician	51,000
Proposed Rate	Personnel	Fire	Fire Inspector	84,000
	Personnel	Engineering	Engineer	120,613
	Personnel	Police	Traffic Officer	76,800
	Personnel	Parks	Parks Maintenance Tech.	42,866
	Personnel	Police	Records Specialist	54,200
	Personnel	Fleet	Parts Clerk/Lube Tech	49,444
	Personnel	Library	P/T Programming Specialist	21,888
	Personnel	P&CD	Plans Examiner	68,881
			SubTotal:	\$ 1,105,297

		Department	Request	Proposed Cost
NNR Rate	Program	Public Works	Building 27 Parking Lot/Vehicle Storage	200,000
	Program	Public Works	Additional SPAM Funding	250,000
	Program	IT	Internet Upgrade	16,400
	Program	IT	Fiber Upgrade	10,500
	Program	Purchasing	eProcurement/Contract Mgmt. Software	10,000
	Program	IT/Police	Start-Up Funding - Records Mgmt. Softw	50,000
				SubTotal:
			Total:	\$ 1,642,197

Cut Line Discussion at Voter Approval Rate - \$0.4723

		Department	Request	Proposed Cost
NNR Rate	Personnel	Police	2 School Resource Officers	153,600
	Personnel	Fire	3 Firefighters	300,000
	Personnel	Engineering	Engineering Inspector	82,005
	Personnel	IT	Public Safety Technician	51,000
Proposed Rate	Personnel	Fire	Fire Inspector	84,000
	Personnel	Engineering	Engineer	120,613
	Personnel	Police	Traffic Officer	76,800
	Personnel	Parks	Parks Maintenance Tech.	42,866
	Personnel	Police	Records Specialist	54,200
	Personnel	Fleet	Parts Clerk/Lube Tech	49,444
	Personnel	Library	P/T Programming Specialist	21,888
	Personnel	P&CD	Plans Examiner	68,881
VAR Rate	Personnel	Police	Detective	78,000
	Personnel	Parks	Parks Maintenance Tech.	42,866
	Personnel	IT	GIS Specialist	55,000
	Personnel	P&CD	Permit Tech.	46,086
	Personnel	Engineering	Admin. Assistant	58,700
Personnel	Library	Admin. Assistant	50,414	
			SubTotal:	\$ 1,436,363

		Department	Request	Proposed Cost
NNR Rate	Program	Public Works	Building 27 Parking Lot/Vehicle Storage	200,000
	Program	Public Works	Additional SPAM Funding	250,000
	Program	IT	Internet Upgrade	16,400
	Program	IT	Fiber Upgrade	10,500
	Program	Purchasing	eProcurement/Contract Mgmt. Software	10,000
VAR Rate	Program	IT/Police	Start-Up Funding - Records Mgmt. Softw	50,000
	Program	Police	Cellebrite System	12,000
			SubTotal:	\$ 548,900.00
			Total:	\$ 1,985,263.00

Cut Line Discussion at Voter Approval Unused Increment Rate - \$0.5094

	Department	Request	Proposed Cost	
NNR Rate	Personnel	Police	2 School Resource Officers	153,600
	Personnel	Fire	3 Firefighters	300,000
	Personnel	Engineering	Engineering Inspector	82,005
	Personnel	IT	Public Safety Technician	51,000
Proposed Rate	Personnel	Fire	Fire Inspector	84,000
	Personnel	Engineering	Engineer	120,613
	Personnel	Police	Traffic Officer	76,800
	Personnel	Parks	Parks Maintenance Tech.	42,866
	Personnel	Police	Records Specialist	54,200
	Personnel	Fleet	Parts Clerk/Lube Tech	49,444
VAR Rate	Personnel	Library	P/T Programming Specialist	21,888
	Personnel	P&CD	Plans Examiner	68,881
	Personnel	Police	Detective	78,000
	Personnel	Parks	Parks Maintenance Tech.	42,866
	Personnel	IT	GIS Specialist	55,000
	Personnel	P&CD	Permit Tech.	46,086
VAUI Rate	Personnel	Engineering	Admin. Assistant	58,700
	Personnel	Library	Admin. Assistant	50,414
	Personnel	Library	Convert 2, 10-hour positions to 20-hours	41,817
	Personnel	P&CD	Neighborhood Services Officer	61,744
	Personnel	Parks	Recreation Coordinator	62,579
	Personnel	Parks	Trail Development Coordinator	62,579
	Personnel	Parks	Parks Maintenance Tech.	42,866
	Personnel	Fire	OT Inspections	25,000
SubTotal:			\$ 1,732,948	

	Department	Request	Proposed Cost	
NNR Rate	Program	Public Works	Building 27 Parking Lot/Vehicle Storage	200,000
	Program	Public Works	Additional SPAM Funding	250,000
	Program	IT	Internet Upgrade	16,400
	Program	IT	Fiber Upgrade	10,500
VAR Rate	Program	Purchasing	eProcurement/Contract Mgmt. Software	10,000
	Program	IT/Police	Start-Up Funding - Records Mgmt. Softw	50,000
	Program	Police	Cellebrite System	12,000
	Program	Public Works	Emulsion Tank	12,500
	Program	IT	Install Fire Station #3 Cameras	8,500
	Program	IT	Replace Public Safety Cameras	4,800
VAUI Rate	Program	Library	Increase Contract Cleaning	3,000
	Program	IT	Upgrade Manager Plus	25,000
	Program	IT	Hard drive shredder	15,000
	Program	Police	Body Armor	20,850
	Program	Library	Additional Library Materials	15,000
	Program	Parks	Additional Contract Mowing	50,000
	Program	Fire	Radios	162,000
	Program	IT	Office 365 Software Training	15,000
	Program	Library	Noise Mitigation Tiles	15,000
	Program	Parks	Trail Funding	250,000
	Program	Public Works	Skid Steer with Mulch Head	140,000
	Program	P&CD	Cibolo Creek Clean-up Program	5,000
SubTotal:			\$ 1,290,550.00	
Total:			\$ 3,023,498.00	

Council discussed different tax rates, and it was the consensus to go with \$0.4999 and come back with what additional items would be funded.

Water/Wastewater CIP information highlights discussed lead by Public Works Director Suzanne Williams and City Engineer Kathy Woodlee:

FY 21-22 Completed

- Crest Oak Sewer Line: \$1.1M (Construction costs)
- Northcliffe and NACO Generators Design: \$30,000

FY 21-22 In Progress

- Aviation Heights waterline replacement project: \$1.8M (Construction costs)
- Northcliffe and NACO Generators - ARP Funding: \$550,000
- Corbett GST-Water impact fees and Federal Appropriations Committee: \$7.5M (Construction costs)
- Greytown and Ware Seguin Loop Lines: \$1.8M
- East Live Oak to IH 35 24" Waterline - Engineering: \$1.3M
- Woman Hollerng Creek: \$12M (Construction costs)

FY 22-23

- Lookout Sewer Line upsize-EDC funding: \$4M
- FM 1518 Relocation-TxDOT driven: \$11.6M (Construction costs)
- SCADA upgrade-ARP Funding: \$189,000
- Greenshire waterline replacement project - ARP Funding: \$3.3M
- East Live Oak to IH 34 "24 Waterline - Easement Acquisition: \$1M

Drainage CIP Discussion:

FY21-22 In Process

- FM 78 Drainage Channel Design Phase: \$100,000

FY 22-23

- FM 78 Drainage Channel Construction Phase: \$550,000

Facilities CIP Discussion:

FY 21-22 Completed

- HVAC replacements at AAC, Senior Center, PD Server Room, North Center, Community Center, Civic Center: \$1.7M
- Replace Carpet and Seating in Council Chambers \$25,000

FY 21-22 in Process

- Parks Remodel (Building 10) - in design: \$49,000
- Replace Carpet in Administration Bldg. (Bldg. 2): \$35,000

FY 22-23

- City Hall (Bldg. 1) Countertop remodel: \$138,000
- Police Department (Bldg. 6) HVAC replacement: \$150,000
- Parks Remodel (Bldg. 10) Construction: \$201,000

Street CIP Discussion:

FY 21-22 Completed

- Boenig (In house): \$30,000
- Eckhardt (Partnership with Guadalupe County): \$130,000
- Old Wiederstein (In house): \$50,000
- Elbel (except signal at Westchester): \$2M

FY 21-22 In progress

- Tri County Parkway
- 2018 SPAM
- 2020 SPAM
- PCI Data Collection

FY 22-23

- Buffalo Valley South and Trainer Hale: FM 1518-Wier (In house): 45,000
- Beck Street and Ashley Place Unit 1 (Resurface): \$94,000
- Windy Meadows: FM 1518-Oak Street (Resurface): \$270,000
- Signal Replacement: \$65,000

CIP Update - Parks - discussion lead by Director of Parks Rec & Community Services Lauren Shrum:

Update on F 21/22 Projects

FY 21-22 Parks CIP Program		Fund	FY 21-22 Trail Development		Fund
Ashley Park Renovation Phase III	\$ 111,000	General			
Wendy Swan Memorial Park Splashpad	\$ 297,000	Reserve Loan	GNT - FM 1103 Segment	\$ 40,000	Bond (GB6)
Thulemeyer Park Phase I	\$ 100,000	General	GNT - Riata Segment	\$ 60,000	Bond (GB6)
Schertz Soccer Complex Irrigation Well Storage	\$ 138,000	Bond	GNT - Sippel Elementary Segment	\$ 30,000	Bond (GB6)
Wendy Swan Memorial Park Restroom Repairs	\$ 29,000	Insurance	GNT - Belmont Park Segment	\$ 30,000	Bond (GB6)
Heritage Oaks Park Basketball/Pickleball Court		Developer			
Heritage Oaks Park Pedestrian Bridge		Pulte Homes			
Christmas Tree	\$ 50,000	General			
Cibolo Valley Dr Medians Landscaping & Irrigation	\$ 88,200	General			
CVD Medians Water Service, Meter, Impact Fees	\$ 30,000	Contingency			
Skate Park Light	\$ 15,000	General			
TOTAL	\$ 858,200		TOTAL	\$ 160,000	

CIP Update -

Parks Planned FY 22/23 Projects

FY 22-23 Parks CIP Program		Fund	FY 22-23 Trail Development		Fund
Thulemeyer Park Renovation Phase II	\$ 100,000	General	Comal Settlement Park (Trailhead)	\$ 188,000	Reserve Loan
Wendy Swan Memorial Park Basketball Court	\$ 15,000	General	Comal Settlement Park (Trailhead)	\$ 150,000	General (404)
Wendy Swan Memorial Park Swing Set	\$ 15,000	General	Comal Settlement Park (Trailhead)	\$ 37,000	Park Fund
Pickrell Park Site Amenities	\$ 23,000	General			
Crescent Bend Nature Park Master Plan	\$ 35,000	General			
Great Northern Trail Site Amenities	\$ 15,000	General			
Homestead/Hilltop Park Site Amenities	\$ 15,000	General			
Safety Surfacing	\$ 16,000	General			
Holiday Lighting	\$ 250,000	HOT			
TOTAL	\$ 484,000		TOTAL	\$ 375,000	

CIP Update -

Parks cont...

UNFUNDED		UNFUNDED			
FY 23-24 Parks CIP Program		Fund	FY 23-24 Trail Development		Fund
Hilltop/Homestead Park Development (Hilltop)	\$ 1,500,000	Grant/Parkland	Dry Comal Creek Trail	\$ 300,000	TPWD Grant
Parklands Park Development (Trees & Irrigation)	\$ 100,000	Tree Mitigation			
Thulemeyer Park Renovation Phase III	\$ 100,000	General			
Maintenance Projects TBD	\$ 135,000	General			
Holiday Lighting	\$ 250,000	HOT			
TOTAL	\$ 2,085,000		TOTAL	\$ 250,000	
FY 24-25 Parks CIP Program			FY 24-25 Trail Development		
Hallie's Cove Park Development	\$ 235,000	General	Dietz Creek Trail Segment 1	\$ 250,000	
TOTAL	\$ 235,000		TOTAL	\$ 250,000	
FY 25-26 Parks CIP Program			FY 25-26 Trail Development		
Pickrell Park Renovation	\$ 1,000,000	CDBG	Dietz Creek Trail Segment 2	\$ 250,000	
Pickrell Pool Renovation	\$ 1,000,000	TPWD Grant			
TOTAL	\$ 2,000,000		TOTAL	\$ 250,000	
FY 26-27 Parks CIP Program			FY 26-27 Trail Development		
Skate Park Phases II & III	\$ 1,000,000		Great Northern Trail Segment	\$ 250,000	
Community Circle Park Development	\$ 2,000,000				
TOTAL	\$ 3,000,000		TOTAL	\$ 250,000	
FY 27-28 Parks CIP Program			FY 27-28 Trail Development		
Graytown Valley Park Development Phase II	\$ 500,000		Great Northern Trail Segment	\$ 250,000	
Park at Woodland Oaks Renovation	\$ 235,000	General			
TOTAL	\$ 735,000		TOTAL	\$ 250,000	

Schertz

Magazine discussion lead by Public Affairs Director Linda Klepper:

Current Printing Contract

- Printer let the City know on May 18 that they would not renew the current printing agreement for the magazine
- Contract expires end of September 2022

Increasing printing costs

- FY 2020-21 Actual Costs: \$94,369.00
- FY 2021-22 Projected Costs: \$112,000.00

Supply chain issues

- Continue to be a concern based on feedback - 80# paper is the harder paper to find

Printing RFP

Current Magazine Specs - 48 page, monthly, 80#

RFP Scope:

Current Specs - 48 page, monthly, 80# and/or 60#

Adjust Frequency (every other month) - 48 page, bimonthly, 80# and/or 60#

Adjust page count (reduce by 16 pgs) - 32 page, monthly, 80# and/or 60#

RFP Breakdown - Magazine Printing:

	Vendor A	Vendor B	Vendor C
12 Months / 48 Pages - 80#	\$130,560.00	\$184,971.36	\$286,560.00
12 Months / 32 Pages - 80#	\$93,696.00	\$129,602.52	\$198,600.00
12 Months / 48 Pages - 60#	\$113,280.00	\$151,221.12	NO BID
12 Months / 32 Pages - 60#	\$81,984.00	\$108,549.48	NO BID
6 Months / 48 Pages - 80#	\$65,280.00	\$92,485.68	\$143,280.00
6 Months / 32 Pages - 80#	\$46,848.00	\$64,801.26	\$99,300.00
6 Months / 48 Pages - 60#	\$56,640.00	\$75,610.56	NO BID
6 Months / 32 Pages - 60#	\$40,992.00	\$54,274.74	NO BID

Printing options - Vendor A:

Current FY 21/22 Magazine Printing

- Projected Cost: \$112,000.00
- 48 page, monthly, 80#

Options to consider:

- Option 1 Current Specs - \$130,560.00
 - 48 page, monthly, 80#
- Option 2 adjust paper quality - \$113,280.00
 - 48 page, monthly, 60#
- Option 3 adjust frequency (every other month) - \$56,640.00
 - 48 page, bimonthly, 60#
- Option 4 adjust page count (reduce by 16 pgs) - \$81,984.00
 - 32 page, monthly, 60#

Staff Recommendation:

	2021-22 BUDGETED	2021-22 PROJECTED	2022-23 Option 1 Current Specs	2022-23 Option 2 Adjust Paper Quality	2022-23 Option 3 Adjust Frequency	2022-23 Option 4 Reduce Page Count
Estimated Printing	\$94,000.00	\$112,000.00	\$130,560.00	\$113,280.00	\$56,640.00	\$81,984.00
Estimated Design	\$65,000.00	\$62,208.00	\$63,000.00	\$63,000.00	\$38,016.00	\$48,768.00
Estimated Postage	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$25,000.00	\$30,000.00
Est. Writers/Photogs	\$10,000.00	\$9,000.00	\$10,000.00	\$10,000.00	\$5,000.00	\$5,000.00
Estimated Expenses	\$219,000.00	\$233,208.00	\$253,560.00	\$236,280.00	\$124,656.00	\$165,752.00
Estimated Revenue	\$145,000.00	\$145,000.00	\$155,000.00	\$155,000.00	\$75,000.00	\$130,000.00
Estimated	\$74,000.00					
Net Cost		\$88,208.00	\$98,560.00	\$81,280.00	\$49,656.00	\$35,752.00

The consensus of Council was to go to Option 4 for the Schertz Magazine.

School Safety/Security Discussion lead by PD Captain Manny Casas:

- Introduction- Important topic- Opportunity to reset and look how to improve our methods.
- (4) SROs are responsible for 9 schools @15,000 students - 1 HS, 1 DAEP, 1 Jr • HS, 1 Intermediate, 5 elementary schools
 - A couple of weeks ago our staff held a meeting with Fire and EMS, and Cibolo PD as collaboration effort for better overall communications when responding as a team.
 - Working closer with the School staff, Ryan Clark- security coordinator and have become part of their safety and security task force initiative.
 - Currently working with IT to create a new badge system that will give all officers access to exterior doors of every school in the district.
 - Increase training internally that includes tabletop exercise and roll call training with staff.
 - Updated our floor plans for all our schools for response and time cutting.
 - Our SROs are providing training/ presentations to all School staff-*Standard Response Protocol- (Lockout, Lockdown, Evacuate, Shelter and Hold)*.
 - Have our citizens on patrol- and crossing guards involved-setting up ghost cars at schools-visibility is the key
 - School has increased fencing on their campuses like portables and hiring 2 mental health professionals
 - Social media with the use of PSA- awareness and educational
 - Starting out for the school year we will have an increased of visibility for the first 2 weeks at every school.

Closing remarks were provided by City Manager Dr. Mark Browne, Mayor and Council provided their closing remarks. It was the consensus of Council to go with a preliminary tax rate of \$0.4999.

ADJOURNMENT

Mayor Gutierrez provided an opportunity for citizens to make further comments. No further comments.

Mayor Gutierrez adjourned the Budget Workshop meeting at 1:06 p.m.

Ralph Gutierrez, Mayor

ATTEST:

Brenda Dennis, City Secretary