

DRAFT

MINUTES REGULAR MEETING February 7, 2023

A Regular Meeting was held by the Schertz City Council of the City of Schertz, Texas, on February 7, 2023, at 6:00 p.m. in the Hal Baldwin Municipal Courtroom, 1400 Schertz Parkway, Building #2, Schertz, Texas. The following members present to-wit:

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

City Manager Steve Williams; Deputy City Manager Brian James; Assistant City Staff: Manager Sarah Gonzalez; City Secretary Sheila Edmondson; City Attorney Daniel Santee

Call to Order

Mayor Gutierrez called the meeting to order at 6:01 p.m.

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

Mayor Gutierrez recognized Councilmember Mark Davis who provided the opening prayer followed by the Pledges of Allegiance to the Flags of the United States and State of Texas.

Appointment of the Mayor Pro-Tem - Discussion and consideration and/or action regarding the confirmation, appointment or election of the Mayor Pro-Tem. (Mayor/Council)

Mayor Gutierrez explained the position, duties, and term of the Mayor Pro-Tem. Mayor Gutierrez called for a motion to elect Councilmember Tim Brown to serve as Mayor Pro-Tem from February 2023 to July 2023.

Moved by Councilmember David Scagliola, seconded by Councilmember Jill Whittaker

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

Passed

City Secretary Sheila Edmondson administered the Oath of Office for the Mayor Pro-Tem to Councilmember Tim Brown.

Presentations

Mayor Gutierrez read and presented the following proclamation.

- San Antonio Stock Show & Rodeo Proclamation

Ms. Barbara Hall spoke on behalf of the Stock Show and Rodeo ambassadors. She listed the events they attend and that they have awarded 220 students in Guadalupe County with scholarships.

Employee Recognition

- Allison Gorzell-20 Years of Service
- Karen Bowerman-20 Years of Service

City Manager Steve Williams recognized and thanked Allison Gorzell for 20 Years of Service for Schertz in the EMS Department and Karen Bowerman for 20 Years of Service at the Schertz Library.

Employee Introductions

Mayor Gutierrez recognized City Department Heads who introduced their new employees.

- Public Works-Fleet: Logan Allen-Fleet Mechanic
- Public Works-Streets: Nancy Oritiz-Street Worker 1
- Purchasing Department: Angela Perrone-Purchasing Specialist
- Neighborhood Services: Cody Raines-Enforcement Officer
- Parks Department: Sydney Paredes-Recreation Coordinator; Michael Stornellie-Parks Maintenance Technician
- EMS: Nathaniel De Leon-EMT; Ryan Moore-EMT; Terran Jaramillo-EMT; Aidan Martin-EMS (P/T); Ethan Hydes-EMT
- Inspections: Isabel Womack-Permit Technician; Sarah Rodriguez-Permit Technician

City Events and Announcements

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

Mayor Gutierrez recognized Deputy City Manager Brian James who provided the following information:

Thursday, February 9, 2023

Annual Trail Rider Lunch

Pickrell Park

11:30 a.m.

Northeast Partnership Luncheon

Olympia Hills Golf Course and Conference Center

11:30 a.m.

Saturday, February 11, 2023

Nature Discovery Series

Discover Recycling and Preserving Water

Crescent Bend Nature Park

10:00 a.m. - noon

- **Announcements and recognitions by the City Manager (S. Williams)**

Mayor Gutierrez recognized City Manager who recognized the well deserved promotion of Sarah Gonzalez to Assistant Manager and Brian James to Deputy City Manager. He also recognition and expressed kudos for City staff for the preparation of the ice days and city office closure.

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

Mayor Gutierrez recognized staff for the work they did during the office closure to ensure the community was well served..

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 Tim Brown recognized the following:

Daniel Jameson, 1048 Richmond Dr, Schertz expressed kudos to EMS for their quick response when called to the aid of his father who suffers from congestive heart failure.

Adela Lugo, Cibolo, frequents Senior Center in Schertz. Filed formal objection regarding the Advisory Board election held in July 2022, and feels the objection has been ignored.

Kevin Majors, 10320 Gage Connell, Reserve of Schertz Subdivision. Concern regarding drainage system erosion that is causing property damage, specifically to residents' fences. Expressed kudos to Police Chief for increased patrols and to Public Works Department for addressing the lighting issues.

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 Items #1-3 for the record.

1. **Minutes** – Consideration and/or action regarding the approval of the following minutes: (S. Edmondson)
 - Regular Council Meeting: January 10, 2023
 - Special Council Meeting (Canvass): January 17, 2023
 - Special Council Meeting (City Secretary Interviews): January 18, 2023
 - Regular Council Meeting: January 24, 2023

2. **Appointment/Reappointment**
 - Reappointment of Ms. Barbara Hall to the Schertz Historical Preservation Committee. (S. Edmondson)

3. **Resolution 23-R-09** - Consideration and action approving a Resolution by the City Council of the City of Schertz, Texas, to approve a request for expenditures not to exceed \$200,000.00 with Farrwest Specialty Vehicles for the purchase and installation of emergency equipment for patrol fleet vehicles.
(S.Williams/J.Lowery/D.Roman)

Moved by Councilmember Allison Heyward, seconded by Mayor Pro-Tem Tim Brown

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

Passed

Discussion and Action Items

4. **Resolution 23-R-11**- A resolution by the City Council of the City of Schertz selecting Tyler Technologies ERP Pro 10 as its new financial software.
(S.Gonzalez/J.Walters)

Mayor Gutierrez recognized James Walters, Finance Director, who explained the need to upgrade the financial software and the steps taken to select the best product for the City. Budget was approved in FY2021-22 cycle. Bids were received in Summer 2022. Comparison review was done using a scoring system of 30% for qualifications, 35% for proposed services, and 35% for cost. ERP 10 chosen based on

the scoring. Benefits include no increase in annual support costs and ability to migrate past 22 years of financial data from the current system to the new one. Additionally, staff proposes adding content manager module to increase efficiencies and moving Utility Billing and Court modules to the new system which results in a \$21,000 annual cost savings from support services that will no longer be needed.

Moved by Mayor Pro-Tem Tim Brown, seconded by Councilmember Allison Heyward

AYE: Councilmember Mark Davis, Councilmember Michelle Watson,
Councilmember Jill Whittaker, Councilmember Michael Dahle,
Councilmember David Scagliola, Councilmember Allison Heyward

Passed

5. **Resolution 23-R-12** - A resolution by the City Council of the City of Schertz stating their support for waiving penalties and fees on unpaid property taxes for certain properties. (S. Gonzalez/J.Walters)

Mayor Gutierrez proposed waiving of penalties and interest accumulated on unpaid property taxes of a property under consideration for purchase by the City.

Moved by Councilmember David Scagliola, seconded by Councilmember Michael Dahle

AYE: Councilmember Mark Davis, Councilmember Michelle Watson,
Councilmember Jill Whittaker, Councilmember Michael Dahle,
Councilmember David Scagliola, Councilmember Allison Heyward

Passed

Workshop

6. Workshop discussion on graffiti awareness, abatement and prevention (B.James/L.Wood)

Mayor Gutierrez recognized Lesa Wood, Planning and Community Development Director. Ms. Wood stated she is working on the graffiti abatement and prevention with Police Chief Lowery. Chief Lowery began by providing the legal definition of graffiti, the level of offense, and recent graffiti statistics, including arrests, for the City of Schertz.

Ms. Wood stated that in September 2009 the State Legislature mandated municipalities and county governments to offer free graffiti removal. In August 2022 the City saw an uptick in incidences primarily along FM 1518 and I-10. To provide increased communication with victims, the city has added the Graffiti Abatement Program information to the website.

Chief Lowery closed the workshop by stating the need to encourage residents and businesses to file complaints. Restitution and punishment are contingent upon community involvement.

Councilmember Whittaker requested clarification on a couple of points and expressed her thanks for the work being done.

Councilmembers Heyward and Dahle expressed kudos for the work staff is doing on this issue.

Councilmember Scagliola stated the perception visitors have when they see graffiti is not usually favorable and expressed support for the work being done by City staff to eradicate it.

Mayor Gutierrez and Councilmember Davis asked for clarification on the requirement for police reports and whether the city could file a report as a victim since there is a cost for the mandated abatement. Dan Santee, City attorney addressed questions regarding the state statutes for abatement.

7. Schertz Area Senior Center Operations Review Workshop Discussion (S. Gonzalez/L. Shrum)

Mayor Gutierrez recognized Lauren Shrum, Parks and Recreation Director. Ms. Shrum stated that the Senior Center is open to residents of Schertz and surrounding communities age 50 and up, current membership is at 736, annual membership fee is \$36/individual or \$62/couple, and management contract is under the YMCA. Day to day operations are under the YMCA. City of Schertz is responsible for providing membership software and retaining membership revenue, in addition to contract oversight, maintenance, utilities, and landscaping.

Councilmember Davis stated he requested the presentation because there appears to be a significant disconnect between City Staff, the contractor, and the Advisory Board. No responsibilities outlined for the Advisory Board. He asked what the vision is going forward. He suggested three action items: (1) that the roles and responsibilities be consolidated into one guide; (2) conduct a survey to be done sooner and sent to council before its disseminated; and (3) assign a Council liaison to the Senior Center Advisory Board.

Councilmember Scagliola said that he appreciated that the YMCA stepped up to manage the day-to-day operations but expressed his vision that the Senior Center would be more autonomous and run by the members with a little help from the City.

Councilmembers Dahle, Whittaker, and Heyward all not only addressed the need to review, refine, and follow the contract, but also need for continued support.

Mayor Gutierrez summed up Council remarks and addressed the need for the surrounding cities to contribute to the operational costs since residents of their cities

are benefiting from membership.

8. Council Liaison Board/Commission/Committee (S.Edmondson/J.Whittaker)

Mayor Gutierrez asked Council if there were any Liaison positions on Boards/Commissions/Committees that they would like to relinquish:

Councilmember Whittaker asked to be removed from the Audit Committee and Library Advisory Board.

Councilmember Scagliola requested to be removed as an alternate from the Cibolo Valley Local Government Corporation and the Interview Committee for Boards and Commissions.

Councilmember Heyward requested to be added as an alternate to the Interview Committee for Boards and Commissions.

Councilmembers Davis and Dahle requested no changes.

Mayor Pro-Tem requested no changes.

Mayor Gutierrez assigned Councilmember Watson to serve as the Liaison for the Audit Committee, Library Advisory Board, and Senior Center Advisory Board; and as an Alternate to the Cibolo Valley Local Government Corporation and the Interview Committee for Boards and Commissions.

Mayor Gutierrez assigned Councilmember Heyward as an alternate to the Senior Center Advisory Board and the Interview Committee for Boards and Commissions.

Mayor Gutierrez will serve as an alternate to the Senior Center Advisory Board.

Roll Call Vote Confirmation

Mayor Gutierrez recognized City Secretary Sheila Edmondson who provided roll call on Agenda Items #1-5.

Information available in City Council Packets - NO DISCUSSION TO OCCUR

- 9. Monthly Update on FY 2022-23 Approved Expanded Programs (S. Williams/S. Gonzalez)**
- 10. Quarterly Financial Reports FY 2021-22 3rd and 4th Quarter(S.Gonzalez/J.Walters)**
- 11. Monthly Update on Major Projects in progress/CIP (B. James/K. Woodlee)**

Requests and Announcements

- Announcements by the City Manager

No announcements were made.

- Requests by Mayor and Councilmembers for updates or information from Staff

No requests for updates or information from Staff were made.

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

No request for items or presentations to be placed on a future City Council agenda.

- Announcements by Mayor and Councilmembers

- City and Community Events attended and to be attended

Councilmember Davis attended the TSAC.

Councilmember Whittaker attended Schertz Historical Preservation Committee meeting.

Councilmember Dahle attended the Coffee with the Chamber.

Councilmember Scagliola attended the Walk on Country Club Blvd, Rodeo Riders Lunch on Thursday at Pickrell Park, and Frost Bank Cowboy Breakfast

Councilmember Heyward attended the TML Risk Pool Board Meeting (3-day event), will be attending a Risk Pool Conference in Orlando in March, attended Gil Durant's Retirement Ceremony, Ribbon Cutting for INspiring Hope and Gratitude at The Chamber, AAMPO Bike Month Working Meeting, Schertz Development Sub-committee, and the Mother/Son - Daddy/Daughter dance,

- 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

Adjournment

Mayor Gutierrez adjourned the meeting at 8:30 p.m.

Ralph Gutierrez, Mayor

ATTEST:

Sheila Edmondson, City Secretary

