

# DRAFT

## MINUTES REGULAR MEETING March 28, 2023

A Regular Meeting was held by the Schertz City Council of the City of Schertz, Texas, on March 28, 2023, 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 Tim Brown; Councilmember Mark Davis; Councilmember Jill Whittaker; Councilmember Michael Dahle; Councilmember David Scagliola; Councilmember Allison Heyward

Absent: Councilmember Michelle Watson

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

### **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 Heyward)**

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

### **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:

#### **Sunday, April 2nd**

Movin' on Main

12:00 p.m. - 4:00 p.m.

#### **Tuesday, April 4th**

City Council Meeting

Civic Center Bluebonnet Room

6:00 p.m.

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

No announcements or recognitions were made by City Manager Steve Williams.

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

No announcements or recognitions were made by Mayor Ralph Gutierrez.

## **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 Brown recognized the following residents who registered to speak:

Maggie Titterington, 1730 Schertz Parkway - Provided Chamber Updates and thanked Councilmembers who attended the ribbon cuttings for Gray House Blooms and UR Ship & Print. Upcoming events include:

### **Coffee with the Chamber**

Friday, March 31

Schertz Offices

7:30 a.m. - 9:00 a.m.

Sponsored by iCode Cibolo

### **HyPer Shred Day**

Saturday, April 1

Schertz Offices

9:00 a.m. - 12:00 p.m.

Free to residents of Schertz, Cibolo, and Selma but asking for \$5 donations. 50% of the proceeds after costs will go to Operation Comfort, the remaining 50% will be used to provide meals during the holidays. Residents may shred up to 5 boxes of paper. The metal shredder will not be available as previously stated.

Phil Jackson, 3410 Wimbledon Dr - Mr. Jackson stated he is part of the advisory board for the Northcliffe PID and provided an update. The advisory board is in talks with a broker interested in entering into contract for 55 acres of land. The advisory board is mindful of the additional costs to residents and is aiming to keep the assessment under \$100/month per household.

## 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 - 6 and Mayor Pro-Tem Brown read Consent Agenda Items #7 - 12 for the record.

1. **Minutes** – Consideration and/or action regarding the approval of the March 14, 2023, regular meeting minutes. (S.Edmondson/S.Courney)
2. **Appointment/Reappointment For Boards/Commissions/Committees** (S.Edmondson)
  - Accept resignation of Pete Perez of the Schertz Historical Preservation Committee.
3. **Resolution 23-R-33** - Consideration and/or action by the City Council of the City of Schertz, Texas approving a Resolution authorizing EMS debt revenue adjustments, Utility Billing debt revenue adjustments and Schertz Magazine Debt Revenue Adjustments. (S.Gonzalez/J.Walters)
4. **Resolution 23-R-26** - Consideration and/or action by the City Council of the City of Schertz, Texas, to approve a Resolution approving National Emergency Management and Response (National EMR) as an EMS Provider in the City of Schertz. (S.Williams/J.Mabbitt)
5. **Resolution 23-R-02** - Consideration and/or action by the City Council of the City of Schertz, Texas approving a Resolution authorizing Subdivision Improvement Agreements with 2020 F1 Graytown, LLC for Graytown Subdivision Unit 1A and Graytown Subdivision Unit 3A. (S.Williams/B.James)
6. **Resolution 23-R-27** - Consideration and/or action by the City Council of the City of Schertz, Texas, approving a Resolution authorizing the City Manager to execute settlement participation forms from opioid settlement agreements secured by the office of the Attorney General. (S.Williams/J.Mabbitt)
7. **Ordinance 23-S-04** - Consideration and/or action by the City Council of the City of Schertz, Texas approving an Ordinance to rezone approximately 87 acres of land from General Business District (GB) and Single-Family Residential / Agricultural District (RA) to General Business District II (GB-2), located approximately 4,000 feet west of the intersection of IH-10 Access Road and FM 1518, also known as Bexar County Property Identification Number 619249, also known as 12625 IH-10E, City of Schertz, Bexar County, Texas. ( *Final Reading*) (B.James/ L.Wood/ E.Delgado)

8. **Resolution 23-R-23** - Consideration and/or action by the City Council of the City of Schertz, Texas approving a Resolution for an agreement with SHI for the Microsoft Office365 Contract Renewal. (B.James/ D.HardinTrussell/J.Bluebird)
9. **Resolution 23-R-29** - Consideration and/or action by the City Council of the City of Schertz, Texas approving the amendment to the contract with Scientel Solutions for the Schertz Master Communications Plan. (B.James/ D.HardinTrussell/J. Bluebird)
10. **Resolution 23-R-32** - Consideration and/or action by the City Council of the City of Schertz, Texas approving a Resolution authorizing an amendment to the Schertz Main Street Local Flavor Economic Development Grant for 507 Main Street. (S.Williams/B.James)
11. **Resolution 23-R-30** - Consideration and/or action by the City Council of the City of Schertz, Texas approving a Resolution authorizing a contract with CC Carlton Industries relating to the FM 2252 TXDOT Utility Adjustments: Water Line Relocation Project and authorizing the expenditures for the project. (B.James/K.Woodlee/E.Schulze)
12. **Resolution 23-R-31** - Consideration and/or action by the City Council of the City of Schertz, Texas approving a Resolution requesting approval of a Schertz Main Street Local Flavor Economic Development Grant for 409 Main Street. (S.Williams/B.James)

Mayor Gutierrez asked for a motion to approve Consent Agenda Items #1 -12.

Moved by Councilmember Allison Heyward, seconded by Councilmember Michael Dahle

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

Passed

### **Roll Call Vote Confirmation**

Mayor Gutierrez recognized Deputy City Secretary Sheree Courney, who provided roll call vote confirmation for Consent Agenda Items #1 - 12.

### **Workshop**

13. Workshop Discussion on a Resident Initiated Public Improvement District (PID) in Northcliffe. (S.Williams/B.James)

Mayor Gutierrez recognized Deputy City Manager Brian James who provided the following information regarding the resident initiated public improvement district

(PID) in Northcliffe.

PIDs are permissible in accordance with Chapter 372 of the Local Government Code. A PID is for a designated geographic area for which an assessment is charged on the properties within that area in order to fund certain improvements in that area. This assessment is in addition to any property taxes assessed. A PID can be initiated by the City itself or by receiving a petition from property owners. The PID must promote the interest of the city as a whole, not just the designated area. Assessment must cover cost of property and the cost of maintenance of the property during the period of the PID. State requires owners of at least 50% of the property that is part of the designated area to support the PID. Municipalities are permitted to require a larger percentage of support before approving a PID.

Mr. James went on to explain the responsibility and authority of the governing body as it pertains to a petition for a PID. A public hearing must occur, which requires public notice to all residents within the designated area. A more definitive plan for the PID is needed from the residents in order to properly address questions and concerns of the governing body. They need to know what properties are to be included, what the purchase cost entails, what the improvement plan includes, what is the planned assessment, and which properties will be assessed for the PID.

Mayor Gutierrez thanked Mr. James for the information and opened the floor to Council for discussion.

Councilmembers expressed their concerns as well as their support of the effort being put forth. All are in agreement that more information is needed from the residents regarding the planned improvements, the cost of improvements, cost of maintenance, and how the PID assessment will be applied. Mayor Gutierrez also expressed the need for transparency to all residents in the designated area.

14. City Staff will conduct a workshop to discuss the pre-budget development and prioritization process. (S.Williams/Executive Team)

Mayor Gutierrez recognized City Manager Steve Williams who provided the following pre-budget development and prioritization process for the City.

The Schertz Strategic Plan starts with our vision to be community-minded, service-minded, and providing opportunities. Our mission is to lead, improve, and serve a livable, sustainable, and financially sound community. Values included in our strategic plan are Policy values, which include a safe community, high quality of life, economic prosperity, essential services, and creating/maintaining an attractive community that is fiscally sustainable; Operational values, which include systems management, innovation, service oriented, an engaged workforce, and being proactive; and the City's core values of doing the right thing, doing the best you can, treating others the way you want to be treated, and working cooperatively as a team.

The top goals for the coming year are compensation, infrastructure, consolidated capital improvement plan, increasing staffing levels, and new/renovated facilities. Mr. Williams provided the items included for each of the goals and action steps necessary for achievement. He provided an overview of the current budget, introduced items for policy discussion, plan to review fees charged, and a plan for reducing general fund reserves to 26% by improving infrastructure, specifically street improvements. Action steps include the development of a financial management policy and a comparison study of comparable cities.

Mayor Gutierrez opened the floor for discussion. Councilmembers and the mayor all expressed thanks for the presentation and agreement with the need to address compensation and infrastructure concerns.

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

### **Requests and Announcements**

- Announcements by the City Manager

No announcements by the City Manager.

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

No requests for updates or information from staff.

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

No requests that items or presentations be placed on a future City Council agenda.

- Announcements by Mayor and Councilmembers

- City and Community Events attended and to be attended

Councilmember Whittaker attended the Ribbon cutting for Gray House Blooms.

Councilmember Scagliola attended the Chamber luncheon and the Ribbon cutting at Gray House Blooms.

Councilmember Heyward attended Ribbon cuttings for UR Ship & Print and Gray House Blooms; EDC Board Meeting; YMCA Easter Egg Toss; and the BVYA Parade and Opening Day Ceremony. She will be sending emails as TML representative regarding legislative bills.

- 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 7:44 p.m.

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Ralph Gutierrez, Mayor

ATTEST:

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Sheila Edmondson, City Secretary