MEETING AGENDA
City Council
REGULAR SESSION CITY COUNCIL
July 16, 2024

HAL BALDWIN MUNICIPAL COMPLEX COUNCIL CHAMBERS
1400 SCHERTZ PARKWAY BUILDING #4
SCHERTZ, TEXAS 78154

CITY OF SCHERTZ CORE VALUES
Do the right thing
Do the best you can
Treat others the way you want to be treated
Work cooperatively as a team

AGENDA
TUESDAY, JULY 16, 2024 at 6:00 p.m.

Call to Order

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

City Events and Announcements

- Announcements of upcoming City Events (B. James/S. Gonzalez)
- Announcements and recognitions by the City Manager (S. Williams)
- Announcements and recognitions by the Mayor (R. 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.

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.

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.

1. **Minutes** - Consideration and/or action regarding the approval of the regular meeting minutes of July 2, 2024. (S.Edmondson/S.Courney)

2. **Resolution 23-R-76** - Authorizing a Schertz Main Street local flavor grant for 820 Main Street. (S.Williams/B.James)

3. **Ordinance 24-S-140** - Approving a request to rezone approximately 1-acre of land from Pre-Development District (PRE) to Single-Family Residential/ Agricultural District (R-A), known as Bexar County Property Identification Number 308497, more specifically known as 11639 Voges Pass, City of Schertz, Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/D.Marquez).

4. **Ordinance 24-S-141 –** Approving a request to rezone approximately 3.6 acres of land from Pre-Development District (PRE) to Single-Family Residential / Agricultural District (R-A), known as Comal County Property Identification Number 78940, more specifically known as 6691 FM 482, New Braunfels, Comal County, Texas. ***Final Reading*** (B.James/L.Wood/D.Marquez)

5. **Ordinance 24-S-142** - Approving a request for a Specific Use Permit to allow a convenience store with gas pumps on approximately 4.33 acres of land, known as Guadalupe County Property Identification Number: 64548, generally located at the intersection of Maske Road & E FM 1518, City of Schertz, Guadalupe County, Texas. ***Final Reading*** (B.James/L.Wood/S.Haas)

6. **Resolution 24-R-77** - Nominating Councilmember Allison Heyward to be re-appointed to Place 12 of the Board of Trustees of the Texas Municipal League Intergovernmental Risk Pool.(S.Williams/S.Edmondson)

Discussion and Action Items

7. **Resolution 24-R-81**- Authorizing the Approval of Development Agreements with Sharlene E & Timothy A Fey and Sandra Reeh ET AL, for approximately 223 acres of land in relation to Annexation, Extraterritorial Jurisdiction Status and other matters in connection therewith. (B. James/L. Wood/E. Delgado)

8. **Ordinance 24-A-50-** Consider a request for voluntary annexation of approximately 68-acres, known as Comal County Property Identification Number 79006 Comal County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

9. **Ordinance 24-A-44-** Consider a request for voluntary annexation of approximately 107-acres, known as Comal County Property Identification Number 79001 Comal County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

10. **Ordinance 24-A-46**- Consider a request for voluntary annexation of approximately 3.1-acres, known as Comal County Property Identification Number 78946 Comal County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

11. **Ordinance 24-A-47-** Consider a request for voluntary annexation of approximately 8.4-acres, known as Comal County Property Identification Number 75480 Comal County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

12. **Ordinance 24-A-48-** Consider a request for voluntary annexation of approximately 4-acres, known as Comal County Property Identification Number 78247 Comal County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

13. **Ordinance 24-A-49-** Consider a request for voluntary annexation of approximately 29-acres, known as Comal County Property Identification Number 79009 Comal County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

14. **Resolution 24-R-60** – Ordering the November 5, 2024, City of Schertz Joint General Election with Comal County, Bexar County and Guadalupe County and making a provision for the conduct of the election; authorizing contracts with the County Clerk of Comal County and the Election Administrators of Bexar and Guadalupe Counties to conduct this election and authorizing these elections to be held as Joint Elections. (Mayor/S.Edmondson)

15. **Resolution 24-R-61** - Ordering the November 5, 2024, City of Schertz Special Election with Comal County, Bexar County and Guadalupe County and making a provision for the conduct of the election; authorizing contracts with the County Clerk of Comal County and the Election Administrators of Bexar and Guadalupe Counties to conduct this election. (Mayor/S.Edmondson)

16. **Resolution 24-R-80** - Approving Disaster Pay Policy (S.Gonzalez/J.Kurz)

17. **Resolution 24-R-75 - A**uthorizing a Water CCN Transfer Agreement between the City of Selma and City of Schertz to amend CCN boundaries and other matters in connection therewith. (B.James/L.Busch)

18. **Resolution 24-R-79** – Authorizing the revised bylaws of the Schertz Planning and Zoning Commission, and other matters in connection therewith. (B.James/L.Wood/S.Haas)

19. **Resolution 24-R-71** Approve a Service Contract for non-consenual towing services between Road Runner Towing and the City of Schertz to provide wrecker services within the City for public safety.(S.Williams/J.Lowery)

20. **Resolution 24-R-78** - Authorizing city support for state legislation that would establish a dedicated funding mechanism for the Disabled Veterans Homestead Exemption (DVHS) during the 89th legislative session of the State of Texas (S.Williams/S.Gonzalez/L.Klepper)

21. **Interview Committee Process and Procedure-**Discussion and/or action on the Interview Committee process and procedures. (Mayor/Councilmember A.Heyward/S.Edmondson)

Public Hearings

22. **Ordinance 24-M-124** - Conduct a public hearing to amend the City of Schertz Code of Ordinances and certain other ordinances by amending and establishing fees for certain licenses, permits, and other services. ***First Reading*** (S.Gonzalez/J.Walters)

Workshop

23. Street Preservation and Maintenance Workshop (B.James/L. Busch/K. Woodlee/J. Nowak)

24. Public Works Design Guide Update Workshop (B. James/K. Woodlee)

Information available in City Council Packets - NO DISCUSSION TO OCCUR

Requests and Announcements

- Requests by Mayor and Councilmembers for updates or information from Staff
- Requests by Mayor and Councilmembers that items or presentations be placed on a future City Council agenda

- City and Community Events attended and to be attended (Council)

Adjournment

CERTIFICATION

I, SHEILA EDMONDSON, CITY SECRETARY OF THE CITY OF SCHERTZ, TEXAS, DO HEREBY CERTIFY THAT THE ABOVE AGENDA WAS PREPARED AND POSTED ON THE OFFICIAL BULLETIN BOARDS ON THIS THE 12TH DAY OF JULY 2024 AT 4:45 P.M., WHICH IS A PLACE READILY ACCESSIBLE TO THE PUBLIC AT ALL TIMES AND THAT SAID NOTICE WAS POSTED IN ACCORDANCE WITH CHAPTER 551, TEXAS GOVERNMENT CODE.

SHEILA EDMONDSON

I CERTIFY THAT THE ATTACHED NOTICE AND AGENDA OF ITEMS TO BE CONSIDERED BY THE CITY COUNCIL WAS REMOVED BY ME FROM THE OFFICIAL BULLETIN BOARD ON _____DAY OF _____, 2024.
TITLE: _____

This facility is accessible in accordance with the Americans with Disabilities Act. Handicapped parking spaces are available. If you require special assistance or have a request for sign interpretative services or other services, please call 210-619-1030.

The City Council for the City of Schertz reserves the right to adjourn into closed session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by the Texas Open Meetings Act.

Closed Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Closed Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

COUNCIL COMMITTEE AND LIAISON ASSIGNMENTS

Mayor Gutierrez Member Audit Committee Investment Advisory Committee Main Street Committee Liaison Board of Adjustments Senior Center Advisory Board-Alternate	**Councilmember Davis– Place 1** Member Interview Committee Main Street Committee - Chair TIRZ II Board Liaison Parks & Recreation Advisory Board Schertz Housing Authority Board Transportation Safety Advisory Board
Councilmember Watson-Place 2 Member Audit Committee Interview Committee-Alternate Liaison	**Councilmember Macaluso – Place 3** Member Interview Committee Hal Baldwin Scholarship Committee Liaison

Library Advisory Board Senior Center Advisory Board Cibolo Valley Local Government Corporation-Ex-Officio	TIRZ II Board Animal Services Advisory Committee
Councilmember Gibson – Place 4 Member Interview Committee Hal Baldwin Scholarship Committee Investment Advisory Committee Liaison Schertz Historical Preservation Society	**Councilmember Westbrook – Place 5** Liaison Schertz-Seguin Local Government Corporation (SSLGC) Planning and Zoning Commission Schertz Historical Preservation Society Cibolo Valley Local Government Corporation (CVLGC)-Alternate
Councilmember Heyward – Place 6 Member Animal Services Advisory Committee Audit Committee Interview Committee-Chair Investment Advisory Committee Main Street Committee Liaison Building and Standards Commission Economic Development Corporation - Alternate Senior Center Advisory Board	**Councilmember Brown – Place 7** Member Main Street Committee Schertz-Seguin Local Government Corporation (SSLGC) Liaison Economic Development Corporation

Agenda No. 1.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**July 16, 2024**
Department:	**City Secretary**
Subject:	**Minutes - Consideration and/or action regarding the approval of the regular meeting minutes of July 2, 2024. (S.Edmondson/S.Courney)**

Attachments

07-02-2024 Draft Minutes

D R A F T

MINUTES
REGULAR MEETING
July 2, 2024

A Regular Meeting was held by the Schertz City Council of the City of Schertz, Texas, on July 2, 2024, 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 Paul Macaluso; Councilmember Mark Davis; Councilmember Michelle Watson; Councilmember Tiffany Gibson; Councilmember Robert Westbrook; Councilmember Allison Heyward; Councilmember Tim Brown
Staff present:	City Manager Steve Williams; City Attorney Daniel Santee; Deputy City Manager Brian James; City Secretary Sheila Edmondson; Deputy City Secretary Sheree Courney

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

Opening Prayer and Pledges of Allegiance to the Flags of the United States and State of Texas. (Councilmember Gibson)
Councilmember Gibson provided the opening prayer and led the Pledges of Allegiance to the Flags of the United States and State of Texas.

City Events and Announcements

- Announcements of upcoming City Events (B. James/S. Gonzalez)
  Deputy City Manager announced the upcoming City Events.

- Announcements and recognitions by the City Manager (S. Williams)
  City Manager Steve Williams announced employee promotions and addressed citizen concerns voiced at the June 4, 2024, City Council meeting regarding annexation.

- Announcements and recognitions by the Mayor (R. Gutierrez)
  Mayor Gutierrez thanked the staff and volunteers for work done in preparation for the 4th of July Jubilee.

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 Macaluso recognized the following resident:

Daniel Jameson, 1048 Richmond Drive, provided information on upcoming VFW events.

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.

1. **Minutes** - Consideration and/or action regarding the approval of the Council Workshop meeting minutes of June 18, 2024, and the regular Council meeting of June 18, 2024. (S.Edmondson/S.Courney)

2. **Resolution 24-R-63 -** Authorizing a grant from the Texas State Library and Archives Commission for the reimbursement of expenses incurred through the lending of Schertz Public Library materials to other libraries. (S.Gonzalez/M.Uhlhorn)

3. **Resolution 24-R-65** - Approving the Notice of Intent to Sell Certificates of Obligation for Roadway Improvements (S.Gonzalez/J.Walters)

4. **Resolution 24-R-70** - Authorizing additional professional services with Unintech Consulting Engineers, Inc. for Easement Acquisition Services for the FM 78 South Channel Silt Removal project. (B.James/K.Woodlee/E.Schulze)

5. **Resolution 24-R-50 -** Authorizing the purchase of computer hardware and license configurations from Computer Solutions for Public Safety. (B.James/D.HardinTrussell/J.Bluebird)

6. **Resolution 24-R-69** - Authorizing additional services with Unintech Consulting Engineers, Inc. for Easement Acquisition Services for the Ware Seguin to Lower Seguin to Pfeil Road to N Graytwon Looped Waterline Project. (B.James/K.Woodlee/E.Schulze)

7. **Resolution 24-R-67** – Authorizing a construction contract with Lone Star Paving for the 2024 Hallie's Cove Repair Project. (B. James/K. Woodlee/J. Nowak)

8. **Resolution 24-R-66** - Authorizing the Local Health Authority Certificate of Appointment and Inter-Local Agreement (S.Williams/G.Rodgers).

9. **Resolution 24-R-72** - Authorizing Schertz Main Street Local Flavor Economic Development Grants for 513 and 817 Main Street. (S.Williams/B.James)

Councilmember Mark Davis requested items 10 and 11 be removed from Consent for further discussion.

Mayor Gutierrez asked for a motion to approve Consent Agenda Items #1 - #9.

Moved by Councilmember Allison Heyward, seconded by Councilmember Michelle Watson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

10. **Resolution 24-R-73**- Authorizing the Approval of Development Agreements with Penshorn Cattle Co. LLC and Kay Penshorn Vincent, for approximately 233 acres of land in relation to Annexation, Extraterritorial Jurisdiction Status and other matters in connection therewith. (B. James/L. Wood/E. Delgado)

Item was removed from Consent for Discussion/Action. Deputy City Manager Brian James responded to questions from Councilmember Davis regarding the details of the development agreement.

Councilmember Davis moved to disapprove Resolution 24-R-73, seconded by Councilmember Watson.

AYE: Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Allison Heyward.

NAY: Mayor Pro-Tem Paul Macaluso, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Tim Brown.

Failed

Mayor Gutierrez asked for a motion to approve Resolution 24-R-73.

Moved by Councilmember Tim Brown, seconded by Councilmember Robert Westbrook

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

NAY: Councilmember Mark Davis, Councilmember Michelle Watson

Passed

11. **Resolution 24-R-74**- Authorizing the Approval of Development Agreements with Wesley H. Rumpf, Chad Russell Brady and Amanda Brady, for approximately 44 acres of land in relation to Annexation, Extraterritorial Jurisdiction Status, Development Regulations and other matters in connection therewith. (B. James/L. Wood/E. Delgado)

Item was removed from Consent for Discussion/Action. Deputy City Manager Brian James responded to questions from Councilmember Davis regarding the details of the development agreement.

A motion to approve Resolution 24-R-74 was

Moved by Councilmember Mark Davis, seconded by Councilmember Michelle Watson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

Mayor Gutierrez recessed to Closed Session at 6:31 p.m.

Closed Session

12. Closed session pursuant to Texas Government Code Section 551.071 to receive legal advice and counsel from the City Attorney regarding:

The applicability of the Texas Open Meetings Act to certain commissions, boards or committees and other matters in connection therewith.

Mayor Gutierrez stated the discussion for Closed Session began at 6:35 p.m. and ended at 6:47 p.m.

Mayor Gutierrez reconvened Regular Session at 6:52 p.m.

Reconvene into Regular Session

13. Take any action based on discussion held in Closed Session under Agenda Item # 12.

No action was taken.

Public Hearings

14. **Ordinance 24-S-142** - Conduct a public hearing and consider a request for a Specific Use Permit to allow a convenience store with gas pumps on approximately 4.33 acres of land, known as Guadalupe County Property Identification Number: 64548, generally located at the intersection of Maske Road & E FM 1518, City of Schertz, Guadalupe County, Texas. ***First Reading*** (B.James/L.Wood/S.Haas)

Mayor Gutierrez recognized Sr. Planner Samuel Haas who provided information regarding Ordinance 24-S-142. He stated that a Specific Use Permit was approved as Ordinance 18-S-34 on October 23, 2018, for the same use and same property, but it has since expired.

Mayor Gutierrez recognized the applicant, Amir Namakforoosh, who provided a brief summary of the plans for the development.

Public Hearing opened at 7:01 p.m.

The following resident(s) spoke:
Charles Lovett, 2305-2600 FM1518, spoke in favor of the applicant.

Public Hearing closed at 7:04 p.m.

There was no Council discussion.

Moved by Councilmember Tim Brown, seconded by Councilmember Allison Heyward

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

15. **Ordinance 24-S-140** - Conduct a public hearing and consider a request to rezone approximately 1-acre of land from Pre-Development District (PRE) to Single-Family Residential/ Agricultural District (R-A), known as Bexar County Property Identification Number 308497, more specifically known as 11639 Voges Pass, City of Schertz, Bexar County, Texas. ***First Reading*** (B.James/L.Wood/D.Marquez).

Mayor Gutierrez recognized Planner Daisy Marquez who provided the summary for

Ordinance 24-S-140.

Public Hearing opened at 7:11 p.m.
No residents came forward to speak.
Public Hearing closed at 7:12 p.m.

No Council discussion occurred.

Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Tiffany Gibson, seconded by Councilmember Michelle Watson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

16. **Ordinance 24-S-141 –** Conduct a public hearing and consider a request to rezone approximately 3.6 acres of land from Pre-Development District (PRE) to Single-Family Residential / Agricultural District (R-A), known as Comal County Property Identification Number 78940, more specifically known as 6691 FM 482, New Braunfels, Comal County, Texas. ***First Reading*** (B.James/L.Wood/D.Marquez)

Mayor Gutierrez recognized Planner Daisy Marquez who provided the summary for Ordinance 24-S-141.

Public Hearing opened at 7:19 p.m.
No residents came forward to speak.
Public Hearing closed at 7:20 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Allison Heyward

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

17. **Ordinance 24-A-27**- Conduct a public hearing and consider a request for voluntary annexation of approximately 5-acres, known as Comal County Property Identification Number 75449 Comal County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Planning Manager Emily Delgado provided a brief summary of the annexations including maps showing the location of each subject property.

Public Hearing opened at 7:24 p.m.
No residents came forward to speak.
Public Hearing closed at 7:24 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Tim Brown, seconded by Councilmember Allison Heyward

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

18. **Ordinance 24-A-28**- Conduct a public hearing and consider a request for voluntary annexation of approximately 26-acres, known as Comal County Property Identification Number 75463 Comal County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 7:26 p.m.
No residents came forward to speak.
Public Hearing closed at 7:26 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Tiffany Gibson, seconded by Councilmember Allison Heyward

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

19. **Ordinance 24-A-29-** Conduct a public hearing and consider a request for voluntary annexation of approximately 74-acres, known as Comal County Property Identification Number 79012 Comal County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 7:27 p.m.
No residents came forward to speak.
Public Hearing closed at 7:27 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

20. **Ordinance 24-A-30**- Conduct a public hearing and consider a request for voluntary annexation of approximately 5-acres, known as Comal County Property Identification Number 75462 Comal County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 7:28 p.m.
No residents came forward to speak.
Public Hearing closed at 7:28 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

21. **Ordinance 24-A-31**- Conduct a public hearing and consider a request for voluntary annexation of approximately 1.2-acres, known as Comal County Property Identification Number 78923 Comal County, Texas. ***Final Reading***
(B.James/L.Wood/E.Delgado)

Public Hearing opened at 7:29 p.m.
No residents came forward to speak.
Public Hearing closed at 7:29 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Michelle Watson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

22. **Ordinance 24-A-32-** Conduct a public hearing and consider a request for voluntary annexation of approximately 1-acre, known as Comal County Property Identification Number 374148 Comal County, Texas. ***Final Reading***
(B.James/L.Wood/E.Delgado)

Public Hearing opened at 7:30 p.m.
No residents came forward to speak.
Public Hearing closed at 7:30 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Allison Heyward

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

23. **Ordinance 24-A-33-** Conduct a public hearing and consider a request for voluntary annexation of approximately 1-acre, known as Comal County Property Identification Number 79018 Comal County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 7:31 p.m.
No residents came forward to speak.
Public Hearing closed at 7:31 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Robert Westbrook

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

24. **Ordinance 24-A-34-** Conduct a public hearing and consider a request for voluntary annexation of approximately 31-acres, known as Comal County Property Identification Number 79017 Comal County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 7:32 p.m.
No residents came forward to speak.
Public Hearing closed at 7:32 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Robert Westbrook

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

25. **Ordinance 24-A-35-** Conduct a public hearing and consider a request for voluntary annexation of approximately 25-acres, known as Comal County Property Identification Number 75468 Comal County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 7:33 p.m.
No residents came forward to speak.
Public Hearing closed at 7:33 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Tim Brown

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

26. **Ordinance 24-A-36**- Conduct a public hearing and consider a request for voluntary annexation of approximately 9-acres, known as Comal County Property Identification Number 374146 Comal County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 7:34 p.m.
No residents came forward to speak.
Public Hearing closed at 7:34 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Michelle Watson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

27. **Ordinance 24-A-37**- Conduct a public hearing and consider a request for voluntary annexation of approximately 2-acres, known as Comal County Property Identification Number 374145 Comal County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 7:35 p.m.
No residents came forward to speak.
Public Hearing closed at 7:35 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Robert Westbrook, seconded by Councilmember Michelle Watson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

28. **Ordinance 24-A-38-** Conduct a public hearing and consider a request for voluntary annexation of approximately 3-acres, known as Comal County Property Identification Number 374144 Comal County, Texas. ***Final Reading***
(B.James/L.Wood/E.Delgado)

Public Hearing opened at 7:35 p.m.
No residents came forward to speak.
Public Hearing closed at 7:35 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Tiffany Gibson, seconded by Councilmember Allison Heyward

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

29. **Ordinance 24-A-39-** Conduct a public hearing and consider a request for voluntary annexation of approximately 1-acre, known as Comal County Property Identification Number 374147 Comal County, Texas. ***Final Reading***
(B.James/L.Wood/E.Delgado)

Public Hearing opened at 7:36 p.m.
No residents came forward to speak.
Public Hearing closed at 7:36 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

30. **Ordinance 24-A-40-** Conduct a public hearing and consider a request for voluntary annexation of approximately 63-acres, known as Comal County Property Identification Number 78218 Comal County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 7:37 p.m.
No residents came forward to speak.
Public Hearing closed at 7:37 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

31. **Ordinance 24-A-41**- Conduct a public hearing and consider a request for voluntary annexation of approximately 25.1-acres, known as Comal County Property Identification Number 78957 Comal County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 7:38 p.m.
No residents came forward to speak.
Public Hearing closed at 7:38 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

32. **Ordinance 24-A-42**- Conduct a public hearing and consider a request for voluntary annexation of approximately 2.3-acres, known as Comal County Property Identification Number 78960 Comal County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 7:39 p.m.
No residents came forward to speak.
Public Hearing closed at 7:39 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Robert Westbrook, seconded by Councilmember Michelle Watson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

33. **Ordinance 24-A-43**- Conduct a public hearing and consider a request for voluntary annexation of approximately 12-acres, known as Comal County Property Identification Number 78976 Comal County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 7:39 p.m.
No residents came forward to speak.
Public Hearing closed at 7:40 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Allison Heyward

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

34. **Ordinance 24-A-44-** Conduct a public hearing and consider a request for voluntary annexation of approximately 107-acres, known as Comal County Property Identification Number 79001 Comal County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 7:40 p.m.

The following resident(s) spoke in opposition to annexation and requested consideration of a development agreement consistent with the development agreement received by Penshorn Cattle CO, LLC:

Sandra Reeh - requested consideration for all ordinances to annex property she owns (Ordinance 24-A-44, Ordinance 24-A-45; Ordinance 24-A-46; 24-A-47; and Ordinance 24-A-48.)

Public Hearing closed at 7:45 p.m.

Councilmember Mark Davis made a motion to table Ordinance 24-A-44, seconded by Councilmember Robert Westbrook.

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

35. **Ordinance 24-A-45-** Conduct a public hearing and consider a request for voluntary annexation of approximately 1.1-acres, known as Comal County Property Identification Number 78945 Comal County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 7:48 p.m.

The following resident(s) spoke:
Sandra Reeh - requested consideration to table Ordinance 24-A-45 consistent with Ordinance 24-A-44.

Public Hearing closed at 7:49 p.m.

Councilmember Mark Davis made a motion to table Ordinance 24-A-45, seconded by Councilmember Tiffany Gibson.

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

36. **Ordinance 24-A-46**- Conduct a public hearing and consider a request for voluntary annexation of approximately 3.1-acres, known as Comal County Property Identification Number 78946 Comal County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 7:49 p.m.

The following resident(s) spoke:
Sandra Reeh - requested consideration to table Ordinance 24-A-46 consistent with Ordinances 24-A-44 and 24-A-45.

Public Hearing closed at 7:50 p.m.

Councilmember Mark Davis made a motion to table Ordinance 24-A-46, seconded by Councilmember Tiffany Gibson.

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

37. **Ordinance 24-A-47-** Conduct a public hearing and consider a request for voluntary annexation of approximately 8.4-acres, known as Comal County Property Identification Number 75480 Comal County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 7:50 p.m.

The following resident(s) spoke:
Sandra Reeh - requested consideration to table Ordinance 24-A-47 consistent with Ordinances 24-A-44, 24-A-45, and 24-A-46.

Public Hearing closed at 7:51 p.m.

Councilmember Mark Davis made a motion to table Ordinance 24-A-47, seconded by Councilmember Michelle Watson.

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

38. **Ordinance 24-A-48-** Conduct a public hearing and consider a request for voluntary annexation of approximately 4-acres, known as Comal County Property Identification Number 78247 Comal County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 7:51 p.m.

The following resident(s) spoke:
Sandra Reeh - requested consideration to table Ordinance 24-A-48 consistent with Ordinances 24-A-44, 24-A-45, 24-A-46, and 24-A-47.

Public Hearing closed at 7:52 p.m.

Councilmember Mark Davis made a motion to table Ordinance 24-A-48, seconded by Councilmember Michelle Watson.

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

39. **Ordinance 24-A-49-** Conduct a public hearing and consider a request for voluntary annexation of approximately 29-acres, known as Comal County Property Identification Number 79009 Comal County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 7:53 p.m.

The following resident(s) spoke in opposition of annexation and requested consideration for a development agreement consistent with the development agreement received by Penshorn Cattle CO, LLC:

Sharlene Fey - requested same consideration as sister, Sandra Reeh, for all ordinances to annex property she owns (Ordinance 24-A-49, Ordinance 24-A-50; and Ordinance 24-A-51.)

Public Hearing closed at 7:59 p.m.

Councilmember Mark Davis made a motion to table Ordinance 24-A-47, seconded by Councilmember Tiffany Gibson.

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

40. **Ordinance 24-A-50-** Conduct a public hearing and consider a request for voluntary annexation of approximately 68-acres, known as Comal County Property Identification Number 79006 Comal County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:00 p.m.

The following resident(s) spoke:
Sharlene Fey - requested consideration to table Ordinance 24-A-50 consistent with Ordinance 24-A-49.

Public Hearing closed at 8:00 p.m.

Councilmember Mark Davis made a motion to table Ordinance 24-A-50, seconded by Councilmember Michelle Watson.

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

41. **Ordinance 24-A-51**- Conduct a public hearing and consider a request for voluntary annexation of approximately 5-acres, known as Comal County Property Identification Number 79004 Comal County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:01 p.m.

The following resident(s) spoke:
Timothy Fey - requested consideration to table Ordinance 24-A-51 consistent with Ordinance 24-A-49 and Ordinance 24-A-50.

Public Hearing closed at 8:01 p.m.

Councilmember Mark Davis made a motion to table Ordinance 24-A-51, seconded by Councilmember Tiffany Gibson.

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

42. **Ordinance 24-A-52**- Conduct a public hearing and consider a request for voluntary annexation of approximately 40.2-acres, known as Guadalupe County Property Identification Number 63992 Guadalupe County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:02 p.m.
No residents came forward to speak.
Public Hearing closed at 8:02 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Tiffany Gibson, seconded by Councilmember Michelle Watson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

43. **Ordinance 24-A-53**- Conduct a public hearing and consider a request for voluntary annexation of approximately 47-acres, known as Guadalupe County Property Identification Number 61614 Guadalupe County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:03 p.m.
No residents came forward to speak.
Public Hearing closed at 8:03 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Tiffany Gibson, seconded by Councilmember Michelle Watson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

44. **Ordinance 24-A-54-** Conduct a public hearing and consider a request for voluntary annexation of approximately 0.5-acres, known as Guadalupe County Property Identification Number 68378 Guadalupe County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:04 p.m.
No residents came forward to speak.
Public Hearing closed at 8:04 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

45. **Ordinance 24-A-55-** Conduct a public hearing and consider a request for voluntary annexation of approximately 9.6-acres, known as Guadalupe County Property Identification Number 68377 Guadalupe County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:05 p.m.
No residents came forward to speak.
Public Hearing closed at 8:05 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

46. **Ordinance 24-A-56-** Conduct a public hearing and consider a request for voluntary annexation of approximately 73-acres, known as Guadalupe County Property Identification Number 68382 Guadalupe County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:05 p.m.
No residents came forward to speak.
Public Hearing closed at 8:06 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

47. **Ordinance 24-A-57**- Conduct a public hearing and consider a request for voluntary annexation of approximately 1.1-acres, known as Guadalupe County Property Identification Number 68381 Guadalupe County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:06 p.m.
No residents came forward to speak.
Public Hearing closed at 8:06 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

48. **Ordinance 24-A-58-** Conduct a public hearing and consider a request for voluntary annexation of approximately 8.2-acres, known as Guadalupe County Property Identification Number 68380 Guadalupe County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:07 p.m.
No residents came forward to speak.
Public Hearing closed at 8:07 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

49. **Ordinance 24-A-59-** Conduct a public hearing and consider a request for voluntary annexation of approximately 13-acres, known as Guadalupe County Property Identification Number 68374 Guadalupe County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:08 p.m.
No residents came forward to speak.
Public Hearing closed at 8:08 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Robert Westbrook

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

50. **Ordinance 24-A-60-** Conduct a public hearing and consider a request for voluntary annexation of approximately 1.1-acres, known as Guadalupe County Property Identification Number 61615 Guadalupe County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:09 p.m.
No residents came forward to speak.
Public Hearing closed at 8:09 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Robert Westbrook

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

51. **Ordinance 24-A-61-** Conduct a public hearing and consider a request for voluntary annexation of approximately 5.2-acres, known as Guadalupe County Property Identification Number 68384 Guadalupe County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:10 p.m.
No residents came forward to speak.
Public Hearing closed at 8:10 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

52. **Ordinance 24-A-62-** Conduct a public hearing and consider a request for voluntary annexation of approximately 1-acre, known as Guadalupe County Property Identification Number 68385 Guadalupe County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:10 p.m.
No residents came forward to speak.
Public Hearing closed at 8:11 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

53. **Ordinance 24-A-63-** Conduct a public hearing and consider a request for voluntary annexation of approximately 1.1-acres, known as Guadalupe County Property Identification Number 68383 Guadalupe County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:11 p.m.
No residents came forward to speak.
Public Hearing closed at 8:11 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

54. **Ordinance 24-A-64-** Conduct a public hearing and consider a request for voluntary annexation of approximately 141-acres, known as Guadalupe County Property Identification Number 61511 Guadalupe County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:12 p.m.
No residents came forward to speak.
Public Hearing closed at 8:12 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

55. **Ordinance 24-A-65-** Conduct a public hearing and consider a request for voluntary annexation of approximately 47-acres, known as Guadalupe County Property Identification Number 61609 Guadalupe County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:13 p.m.
No residents came forward to speak.
Public Hearing closed at 8:13 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Tiffany Gibson, seconded by Councilmember Allison Heyward

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

56. Mayor Gutierrez recognized a Point of Privilege and called for a recess at 8:14 p.m. Mayor Gutierrez reconvened the Regular Session at 8:41 p.m.

Ordinance 24-A-66 - Conduct a public hearing and consider a request for voluntary annexation of approximately 10-acres, known as Bexar County Property Identification Number 310064 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:43 p.m.
No residents came forward to speak.
Public Hearing closed at 8:43 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

57. **Ordinance 24-A-67** - Conduct a public hearing and consider a request for voluntary annexation of approximately 14.3-acres, known as Bexar County Property Identification Number 1141730 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:44 p.m.
No residents came forward to speak.
Public Hearing closed at 8:44 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

58. **Ordinance 24-A-68** - Conduct a public hearing and consider a request for voluntary annexation of approximately 9-acres, known as Bexar County Property Identification Number 339772 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:45 p.m.
No residents came forward to speak.
Public Hearing closed at 8:45 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

59. **Ordinance 24-A-69** - Conduct a public hearing and consider a request for voluntary annexation of approximately 2.3 -acres, known as Bexar County Property Identification Number 339773 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:46 p.m.
No residents came forward to speak.
Public Hearing closed at 8:46 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

60. **Ordinance 24-A-70** - Conduct a public hearing and consider a request for voluntary annexation of approximately 35.4-acres, known as Bexar County Property Identification Number 339362 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:46 p.m.
No residents came forward to speak.
Public Hearing closed at 8:46 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Tiffany Gibson, seconded by Councilmember Michelle Watson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

61. **Ordinance 24-A-71** - Conduct a public hearing and consider a request for voluntary annexation of approximately 20.4-acres, known as Bexar County Property Identification Number 339744 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:47 p.m.
No residents came forward to speak.
Public Hearing closed at 8:47 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Tiffany Gibson, seconded by Councilmember Michelle Watson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

62. **Ordinance 24-A-72** - Conduct a public hearing and consider a request for voluntary annexation of approximately 2-acres, known as Bexar County Property Identification Number 1050203 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:48 p.m.
No residents came forward to speak.
Public Hearing closed at 8:48 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Michelle Watson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

63. **Ordinance 24-A-73** - Conduct a public hearing and consider a request for voluntary annexation of approximately 3.1 -acres, known as Bexar County Property Identification Number 340030 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:48 p.m.
No residents came forward to speak.
Public Hearing closed at 8:49 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

64. **Ordinance 24-A-74** - Conduct a public hearing and consider a request for voluntary annexation of approximately 12-acres, known as Bexar County Property Identification Number 339348 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:49 p.m.
No residents came forward to speak.
Public Hearing closed at 8:49 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Allison Heyward

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

65. **Ordinance 24-A-75** - Conduct a public hearing and consider a request for voluntary annexation of approximately 33 -acres, known as Bexar County Property Identification Number 339359 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:50 p.m.
No residents came forward to speak.
Public Hearing closed at 8:50 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Tiffany Gibson, seconded by Councilmember Allison Heyward

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

66. **Ordinance 24-A-76** - Conduct a public hearing and consider a request for voluntary annexation of approximately 15-acres, known as Bexar County Property Identification Number 339341 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:51 p.m.
No residents came forward to speak.
Public Hearing closed at 8:51 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

67. **Ordinance 24-A-77** - Conduct a public hearing and consider a request for voluntary annexation of approximately 84.4-acres, known as Bexar County Property Identification Number 339353 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:51 p.m.
No residents came forward to speak.
Public Hearing closed at 8:51 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Allison Heyward

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

68. **Ordinance 24-A-78** - Conduct a public hearing and consider a request for voluntary annexation of approximately 20-acres, known as Bexar County Property Identification Number 339778 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:52 p.m.
No residents came forward to speak.
Public Hearing closed at 8:52 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

69. **Ordinance 24-A-79** - Conduct a public hearing and consider a request for voluntary annexation of approximately 10-acres, known as Bexar County Property Identification Number 310012 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:53 p.m.
No residents came forward to speak.
Public Hearing closed at 8:53 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Michelle Watson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

70. **Ordinance 24-A-80** - Conduct a public hearing and consider a request for voluntary annexation of approximately 8 -acres, known as Bexar County Property Identification Number 309842 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:53 p.m.
No residents came forward to speak.
Public Hearing closed at 8:53 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Michelle Watson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

71. **Ordinance 24-A-81** - Conduct a public hearing and consider a request for voluntary annexation of approximately 9.2-acres, known as Bexar County Property Identification Number 310125 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:54 p.m.
No residents came forward to speak.
Public Hearing closed at 8:54 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

72. **Ordinance 24-A-82** - Conduct a public hearing and consider a request for voluntary annexation of approximately 2-acres, known as Bexar County Property Identification Number 339293 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:55 p.m.
No residents came forward to speak.
Public Hearing closed at 8:55 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

73. **Ordinance 24-A-83** - Conduct a public hearing and consider a request for voluntary annexation of approximately 78.1-acres, known as Bexar County Property Identification Number 339295 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:56 p.m.
No residents came forward to speak.
Public Hearing closed at 8:56 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

74. **Ordinance 24-A-84** - Conduct a public hearing and consider a request for voluntary annexation of approximately 76.3-acres, known as Bexar County Property Identification Number 340059 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:56 p.m.
No residents came forward to speak.
Public Hearing closed at 8:56 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

75. **Ordinance 24-A-85** - Conduct a public hearing and consider a request for voluntary annexation of approximately 32.2-acres, known as Bexar County Property Identification Number 1178479 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:57 p.m.
No residents came forward to speak.
Public Hearing closed at 8:57 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Tiffany Gibson, seconded by Councilmember Allison Heyward

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

76. **Ordinance 24-A-86** - Conduct a public hearing and consider a request for voluntary annexation of approximately 3-acres, known as Bexar County Property Identification Number 339276 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:58 p.m.
No residents came forward to speak.
Public Hearing closed at 8:58 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

77. **Ordinance 24-A-87** - Conduct a public hearing and consider a request for voluntary annexation of approximately 69.3-acres, known as Bexar County Property Identification Number 310059 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:58 p.m.
No residents came forward to speak.
Public Hearing closed at 8:58 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

78. **Ordinance 24-A-88** - Conduct a public hearing and consider a request for voluntary annexation of approximately 10.2-acres, known as Bexar County Property Identification Number 309418 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 8:59 p.m.
No residents came forward to speak.
Public Hearing closed at 8:59 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

79. **Ordinance 24-A-89** - Conduct a public hearing and consider a request for voluntary annexation of approximately 81.1-acres, known as Bexar County Property Identification Number 309421 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:00 p.m.
No residents came forward to speak.
Public Hearing closed at 9:00 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Michelle Watson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

80. **Ordinance 24-A-90** - Conduct a public hearing and consider a request for voluntary annexation of approximately 2.2 -acres, known as Bexar County Property Identification Number 339325 Bexar County, Texas. ***Final Reading***
(B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:01 p.m.
No residents came forward to speak.
Public Hearing closed at 9:01 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Tiffany Gibson, seconded by Councilmember Allison Heyward

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

81. **Ordinance 24-A-91** - Conduct a public hearing and consider a request for voluntary annexation of approximately 63.3-acres, known as Bexar County Property Identification Number 339284 Bexar County, Texas. ***Final Reading***
(B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:01 p.m.
No residents came forward to speak.
Public Hearing closed at 9:01 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

82. **Ordinance 24-A-92** - Conduct a public hearing and consider a request for voluntary annexation of approximately 15.2-acres, known as Bexar County Property Identification Number 309837 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:02 p.m.
No residents came forward to speak.
Public Hearing closed at 9:02 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

83. **Ordinance 24-A-93** - Conduct a public hearing and consider a request for voluntary annexation of approximately 5-acres, known as Bexar County Property Identification Number 1103093 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:03 p.m.
No residents came forward to speak.
Public Hearing closed at 9:03 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

84. **Ordinance 24-A-94** - Conduct a public hearing and consider a request for voluntary annexation of approximately 5-acres, known as Bexar County Property Identification Number 310111 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:04 p.m.
No residents came forward to speak.
Public Hearing closed at 9:04 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Tiffany Gibson, seconded by Councilmember Allison Heyward

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

85. **Ordinance 24-A-95** - Conduct a public hearing and consider a request for voluntary annexation of approximately 1 -acres, known as Bexar County Property Identification Number 310040 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:04 p.m.
No residents came forward to speak.
Public Hearing closed at 9:05 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Tiffany Gibson, seconded by Councilmember Allison Heyward

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

86. **Ordinance 24-A-96** - Conduct a public hearing and consider a request for voluntary annexation of approximately 33-acres, known as Bexar County Property Identification Number 310004 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:05 p.m.
No residents came forward to speak.
Public Hearing closed at 9:05 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

87. **Ordinance 24-A-97** - Conduct a public hearing and consider a request for voluntary annexation of approximately 10-acres, known as Bexar County Property Identification Number 310225 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:06 p.m.
No residents came forward to speak.
Public Hearing closed at 9:06 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Tiffany Gibson, seconded by Councilmember Allison Heyward

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

88. **Ordinance 24-A-98** - Conduct a public hearing and consider a request for voluntary annexation of approximately 86-acres, known as Bexar County Property Identification Number 339274 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:07 p.m.
No residents came forward to speak.
Public Hearing closed at 9:07 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

89. **Ordinance 24-A-99** - Conduct a public hearing and consider a request for voluntary annexation of approximately 6.2-acres, known as Bexar County Property Identification Number 339275 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:08 p.m.
No residents came forward to speak.
Public Hearing closed at 9:08 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

90. **Ordinance 24-A-100** - Conduct a public hearing and consider a request for voluntary annexation of approximately 1-acres, known as Bexar County Property Identification Number 339328 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:08 p.m.
No residents came forward to speak.
Public Hearing closed at 9:08 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

91. **Ordinance 24-A-101** - Conduct a public hearing and consider a request for voluntary annexation of approximately 5-acres, known as Bexar County Property Identification Number 1013798 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:09 p.m.
No residents came forward to speak.
Public Hearing closed at 9:09 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

92. **Ordinance 24-A-102** - Conduct a public hearing and consider a request for voluntary annexation of approximately 5.1-acres, known as Bexar County Property Identification Number 310222 Bexar County, Texas. ***Final Reading***
(B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:10 p.m.
No residents came forward to speak.
Public Hearing closed at 9:10 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Tiffany Gibson, seconded by Councilmember Allison Heyward

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

93. **Ordinance 24-A-103** - Conduct a public hearing and consider a request for voluntary annexation of approximately 13-acres, known as Bexar County Property Identification Number 310026 Bexar County, Texas. ***Final Reading***
(B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:10 p.m.
No residents came forward to speak.
Public Hearing closed at 9:10 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Michelle Watson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

94. **Ordinance 24-A-104** - Conduct a public hearing and consider a request for voluntary annexation of approximately 38-acres, known as Bexar County Property Identification Number 1274920 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:11 p.m.
No residents came forward to speak.
Public Hearing closed at 9:11 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Allison Heyward

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

95. **Ordinance 24-A-105** - Conduct a public hearing and consider a request for voluntary annexation of approximately 87-acres, known as Bexar County Property Identification Number 339286 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:12 p.m.
No residents came forward to speak.
Public Hearing closed at 9:12 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Allison Heyward

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

96. **Ordinance 24-A-106** - Conduct a public hearing and consider a request for voluntary annexation of approximately 1 -acres, known as Bexar County Property Identification Number 339285 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:12 p.m.
No residents came forward to speak.
Public Hearing closed at 9:13 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

97. **Ordinance 24-A-107** - Conduct a public hearing and consider a request for voluntary annexation of approximately 5.4-acres, known as Bexar County Property Identification Number 310019 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:13 p.m.
No residents came forward to speak.
Public Hearing closed at 9:13 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

98. **Ordinance 24-A-108** - Conduct a public hearing and consider a request for voluntary annexation of approximately 1-acres, known as Bexar County Property Identification Number 1139530 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:14 p.m.
No residents came forward to speak.
Public Hearing closed at 9:14 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

99. **Ordinance 24-A-109** - Conduct a public hearing and consider a request for voluntary annexation of approximately 43.3-acres, save and except ± 2.0 acres, known as Bexar County Property Identification Number 1056967, Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:15 p.m.
No residents came forward to speak.
Public Hearing closed at 9:15 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

NAY: Councilmember Mark Davis

Passed

100. **Ordinance 24-A-110** - Conduct a public hearing and consider a request for voluntary annexation of approximately 10 -acres, known as Bexar County Property Identification Number 339331 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:16 p.m.
No residents came forward to speak.
Public Hearing closed at 9:16 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

101. **Ordinance 24-A-111** - Conduct a public hearing and consider a request for voluntary annexation of approximately 16.4-acres, known as Bexar County Property Identification Number 1178480 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:17 p.m.
No residents came forward to speak.
Public Hearing closed at 9:17 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

102. **Ordinance 24-A-112** - Conduct a public hearing and consider a request for voluntary annexation of approximately 26-acres, known as Bexar County Property Identification Number 309427 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:17 p.m.
No residents came forward to speak.
Public Hearing closed at 9:17 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

103. **Ordinance 24-A-113** - Conduct a public hearing and consider a request for voluntary annexation of approximately 126-acres, known as Bexar County Property Identification Number 309425 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:18 p.m.
No residents came forward to speak.
Public Hearing closed at 9:18 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Tiffany Gibson, seconded by Councilmember Allison Heyward

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

104. **Ordinance 24-A-114** - Conduct a public hearing and consider a request for voluntary annexation of approximately 40 -acres, known as Bexar County Property Identification Number 310006 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:19 p.m.
No residents came forward to speak.
Public Hearing closed at 9:19 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

105. **Ordinance 24-A-115** - Conduct a public hearing and consider a request for voluntary annexation of approximately 197 -acres, known as Bexar County Property Identification Number 1056966 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:19 p.m.
No residents came forward to speak.
Public Hearing closed at 9:19 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Tiffany Gibson, seconded by Councilmember Allison Heyward

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

NAY: Councilmember Mark Davis

Passed

106. **Ordinance 24-A-116** - Conduct a public hearing and consider a request for voluntary annexation of approximately 14.4 -acres, known as Bexar County Property Identification Number 310002 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:20 p.m.
No residents came forward to speak.
Public Hearing closed at 9:20 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Michelle Watson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

107. **Ordinance 24-A-117** - Conduct a public hearing and consider a request for voluntary annexation of approximately 42 -acres, known as Bexar County Property Identification Number 310048 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:21 p.m.
No residents came forward to speak.
Public Hearing closed at 9:21 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Allison Heyward

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

108. **Ordinance 24-A-118** - Conduct a public hearing and consider a request for voluntary annexation of approximately 11 -acres, known as Bexar County Property Identification Number 1311565 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:22 p.m.
No residents came forward to speak.
Public Hearing closed at 9:22 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

109. **Ordinance 24-A-119** - Conduct a public hearing and consider a request for voluntary annexation of approximately 61 -acres, known as Bexar County Property Identification Number 310022 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:22 p.m.
No residents came forward to speak.
Public Hearing closed at 9:22 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

110. **Ordinance 24-A-120** - Conduct a public hearing and consider a request for voluntary annexation of approximately 27.2 -acres, known as Bexar County Property Identification Number 312015 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:23 p.m.
No residents came forward to speak.
Public Hearing closed at 9:23 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

111. **Ordinance 24-A-121** - Conduct a public hearing and consider a request for voluntary annexation of approximately 40-acres, known as Bexar County Property Identification Number 312017 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:24 p.m.
No residents came forward to speak.
Public Hearing closed at 9:24 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Michelle Watson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

112. **Ordinance 24-A-122** - Conduct a public hearing and consider a request for voluntary annexation of approximately 9.5-acres, known as Bexar County Property Identification Number 310126 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:24 p.m.
No residents came forward to speak.
Public Hearing closed at 9:24 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

113. **Ordinance 24-A-123** - Conduct a public hearing and consider a request for voluntary annexation of approximately 63-acres, known as Bexar County Property Identification Number 339290 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:25 p.m.
No residents came forward to speak.
Public Hearing closed at 9:25 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

114. **Ordinance 24-A-124** - Conduct a public hearing and consider a request for voluntary annexation of approximately 1-acres, known as Bexar County Property Identification Number 339288 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:26 p.m.
No residents came forward to speak.
Public Hearing closed at 9:26 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

115. **Ordinance 24-A-125** - Conduct a public hearing and consider a request for voluntary annexation of approximately 101-acres, known as Bexar County Property Identification Number 339790 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:26 p.m.
No residents came forward to speak.
Public Hearing closed at 9:26 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

116. **Ordinance 24-A-126** - Conduct a public hearing and consider a request for voluntary annexation of approximately 11.2 -acres, known as Bexar County Property Identification Number 339334 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:27 p.m.
No residents came forward to speak.
Public Hearing closed at 9:27 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Tiffany Gibson, seconded by Councilmember Allison Heyward

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

117. **Ordinance 24-A-127** - Approve a request for voluntary annexation of approximately 1-acres, known as Bexar County Property Identification Number 339329 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:28 p.m.
No residents came forward to speak.
Public Hearing closed at 9:28 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

118. **Ordinance 24-A-128** - Conduct a public hearing and consider a request for voluntary annexation of approximately 11 -acres, known as Bexar County Property Identification Number 1140481 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:29 p.m.
No residents came forward to speak.
Public Hearing closed at 9:29 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Tiffany Gibson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

119. **Ordinance 24-A-129** - Conduct a public hearing and consider a request for voluntary annexation of approximately 11 -acres, known as Bexar County Property Identification Number 310007 Bexar County, Texas. ***Final Reading***
(B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:29 p.m.
No residents came forward to speak.
Public Hearing closed at 9:30 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Michelle Watson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

120. **Ordinance 24-A-130** - Conduct a public hearing and consider a request for voluntary annexation of approximately 2-acres, known as Bexar County Property Identification Number 312008 Bexar County, Texas. ***Final Reading***
(B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:30 p.m.
No residents came forward to speak.
Public Hearing closed at 9:30 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Allison Heyward

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

121. **Ordinance 24-A-131** - Conduct a public hearing and consider a request for voluntary annexation of approximately 38 -acres, known as Bexar County Property Identification Number 309429 Bexar County, Texas. ***Final Reading***
(B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:31 p.m.
No residents came forward to speak.
Public Hearing closed at 9:31 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Robert Westbrook

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

122. **Ordinance 24-A-132** - Conduct a public hearing and consider a request for voluntary annexation of approximately 44-acres, known as Bexar County Property Identification Number 1190132 Bexar County, Texas. ***Final Reading***
(B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:32 p.m.
No residents came forward to speak.
Public Hearing closed at 9:32 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Robert Westbrook

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

123. **Ordinance 24-A-133** - Conduct a public hearing and consider a request for voluntary annexation of approximately 193-acres, known as Bexar County Property Identification Number 310032 Bexar County, Texas. ***Final Reading***
(B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:33 p.m.
No residents came forward to speak.
Public Hearing closed at 9:33 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Michelle Watson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

124. **Ordinance 24-A-134** - Conduct a public hearing and consider a request for voluntary annexation of approximately 5.5 -acres, known as Bexar County Property Identification Number 310039 Bexar County, Texas. ***Final Reading***
(B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:33 p.m.
No residents came forward to speak.
Public Hearing closed at 9:33 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Robert Westbrook, seconded by Councilmember Michelle Watson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

125. **Ordinance 24-A-135** - Conduct a public hearing and consider a request for voluntary annexation of approximately 6 -acres, known as Bexar County Property Identification Number 310090 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:34 p.m.
No residents came forward to speak.
Public Hearing closed at 9:34 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Michelle Watson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

126. **Ordinance 24-A-136** - Conduct a public hearing and consider a request for voluntary annexation of approximately 1.4 -acres, known as Bexar County Property Identification Number 310107 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:35 p.m.
No residents came forward to speak.
Public Hearing closed at 9:35 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Michelle Watson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

127. **Ordinance 24-A-137** - Conduct a public hearing and consider a request for voluntary annexation of approximately 11.1 -acres, known as Bexar County Property Identification Number 1103091 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:36 p.m.
No residents came forward to speak.
Public Hearing closed at 9:36 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Michelle Watson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

128. **Ordinance 24-A-138** - Conduct a public hearing and consider a request for voluntary annexation of approximately 5.1-acres, known as Bexar County Property Identification Number 1207560 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:37 p.m.
No residents came forward to speak.
Public Hearing closed at 9:37 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Michelle Watson, seconded by Councilmember Allison Heyward

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

129. **Ordinance 24-A-139** - Conduct a public hearing and consider a request for voluntary annexation of approximately 13 -acres, known as Bexar County Property Identification Number 1103092 Bexar County, Texas. ***Final Reading*** (B.James/L.Wood/E.Delgado)

Public Hearing opened at 9:37 p.m.
No residents came forward to speak.
Public Hearing closed at 9:37 p.m.

No Council discussion occurred.
Mayor Gutierrez called for a motion to approve the Ordinance.

Moved by Councilmember Allison Heyward, seconded by Councilmember Michelle Watson

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

Discussion and Action Items

130. **Ordinance 24-S-22** – Approve a request to rezone approximately 498.2 acres of land to Single-Family Residential District (R-2) known as Comal County Property Identification Numbers 79004, 79006, 78976, 78960, 78957, and Guadalupe County Property Identification Numbers 68374, 61615, 68384, 68385, 68383, 61511, 61609, 68381, 68378, 68382, 68380, 68377, 61614, 63992 and to rezone approximately 132.6 acres of land to General Business District (GB) known as Comal County Property Identification Numbers 79018, 75449, 78923, 374148, 374146, 374145, 374144, 374147, 78218, 79009, and a portion of 79012, and to rezone approximately 262.9 acres of land to Manufacturing District- Light (M-1) known as Comal County Property Identification Numbers 79001, 78945, 78946, 75480, 78247, 79017, 75468, 75462, 75463, a portion of 79012, Comal and Guadalupe County, Texas. ***Final Reading***(B.James/L.Wood/E.Delgado)

Planning Manager Emily Delgado provided a summary of the proposed rezoning to include a change from the Singe-Family Residential District (R-2) to Agricultural District (AD) based on extensive public hearing that occurred and the discussion with the Planning and Zoning Commission at the May 8, 2024, meeting. She also stated that items tabled earlier in the evening which have delayed annexation could not be included in Ordinance 24-S-22 because the City cannot zone properties outside the city limits. The following subject properties are removed from this ordinance: Comal County Property Identification Numbers 79004, 79006, 79009, 79001, 78945, 78946, 75480, and 78247.

Mayor Pro-Tem Paul Macaluso made a motion to approve the rezone request

excluding property numbers 79004, 79006, 79009, 79001, 78945, 78946, 75480, and 78247, seconded by Councilmember Tiffany Gibson.

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

131. **Ordinance 24-S-24** – Approve a request to rezone approximately 2,030 acres to Single Family Residential District (R-2) known as Bexar County Property Identification Numbers 310064, 1141730, 339772, 339773, 339744, 1050203, 340030, 339348, 339341, 339778, 310012, 309842, 339293, 339275, 339328, 1013798, 310222, 310026, 1274920, 339286, 310019, 1139530, 1056967, 339331, 1178480, 309427, 309425, 310006, 310125, 1056966, 310002, 310048, 1311565, 310022, 312015, 312017, 310126, 339290, 339288, 339790, 339334, 339329, 1140481, 310007, 312008, 309429, 1190132, 310032, 310090, 310107, 1103091, 1207560, 1103092, 1103093, 339325, 339276, 1178479, 310111, 310039, 339284, 310004, 309421, 309837, 340059, 339295, 309418, 339285, 310059, 310225, 310040, a portion of 339274, and to rezone approximately 10.1 acres to Neighborhood Services District (NS) known as a portion of Bexar County Property Identification Number 339274 and approximately 152.4 acres to General Business District (GB) known as Bexar County Property Identification Numbers 339359, 339362 and 339353, Bexar County, Texas. ***Final Reading***(B.James/L.Wood/E.Delgado)

Planning Manager Emily Delgado provided a summary of the proposed rezoning to include a change from the Single-Family Residential District (R-2) to Agricultural District (AD), except Bexar County Property Identification Numbers 339359, 339362, and 339353, to align with the recommendation of the Planning and Zoning Commission at their May 8, 2024, meeting. Bexar County Property Identification Numbers 339359, 339362, and 339353 will be zoned General Business (GB) per the owner's request.

Moved by Councilmember Tiffany Gibson, seconded by Councilmember Allison Heyward

AYE: Mayor Pro-Tem Paul Macaluso, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Tiffany Gibson, Councilmember Robert Westbrook, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

Information available in City Council Packets - NO DISCUSSION TO OCCUR

132. Monthly Update - Major Projects In Progress/CIP (B.James/K.Woodlee)

133. Update on Annexation After Action Information

Requests and Announcements

- 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 for items or presentations to be placed on a future City Council agenda.

- City and Community Events attended and to be attended (Council)
  Councilmember Heyward provided a list of events she attended.

Adjournment

Mayor Gutierrez adjourned the meeting at 9:56 p.m.

_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheila Edmondson, City Secretary

Agenda No. 2.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**July 16, 2024**
Department:	**Executive Team**
Subject:	**Resolution 23-R-76 - Authorizing a Schertz Main Street local flavor grant for 820 Main Street. (S.Williams/B.James)**

BACKGROUND

The property owner of 820 Main Street is seeking an additional Schertz Main Street Local Flavor Grant in order to pave an area on the property for additional parking. If approved, this grant of $14,098.21 would use up the remaining grant availability for this property.

GOAL

Promote and enhance commercial activity along Main Street to promote the economic, cultural and general welfare of the public. The area around Main Street in Schertz once served as the commercial and social hub of the community. The City seeks to improve the image of the area around Main Street through matching grants that promote local economic development and stimulate business and commercial activities.

COMMUNITY BENEFIT

Encourage the attraction of small businesses that will create local charm and help develop a sense of place around Main Street. Promote commercial development. Stabilize and improve property values. Foster civic pride. Strengthen the economy of the City by protecting and enhancing the attractiveness of the Main Street area to residents and visitors, as well as provide support of local businesses.

SUMMARY OF RECOMMENDED ACTION

Staff recommends approval of Resolution 24-R-76, approving a Schertz Main Street Local Flavor Economic Development Grant for up to $14,098.21 for 820 Main Street.

FISCAL IMPACT

The maximum fiscal impact of this grant is $14,098.2100. Currently, $22,946.47 in grants has been paid this fiscal year to date. There are $34,652.50 in grants that are open.

RECOMMENDATION

Approval of Resolution 24-R-76.

Attachments

Resolution 24-R-76 with attachment

RESOLUTION NO. 24-R-76

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING APPROVING A REQUEST FOR A SCHERTZ MAIN STREET LOCAL FLAVOR ECONOMIC DEVELOMENT GRANT FOR 820 MAIN STREET.

WHEREAS, the City of Schertz desires to protect, enhance, and preserve the historic resources and landmarks which represent distinctive elements of Schertz' historic, architectural, economic, cultural, and social heritage by providing property owners and incentive for protecting their property; and

WHEREAS, the City of Schertz desires to encourage the attraction of small businesses that will create local charm and help develop a sense of place in and around Main Street; and

WHEREAS, the City of Schertz desires to stabilize and improve property values; and

WHEREAS, the City of Schertz desires to foster civic pride in the beauty and accomplishments of the past, and to promote the use of the historic structures for the culture, education, and general welfare of residents; and

WHEREAS, the City of Schertz desires to strengthen the economy of the city by protecting and enhancing the attractiveness of the Main Street area to residents and visitors, as well as provide support and stimulus to businesses; and

WHEREAS, the City Council approved the Schertz Main Street Local Flavor Economic Development Grant; and

WHEREAS, staff is in support of this program and recommends approval of the grant request for 820 Main for up to $14,098.21.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

Section 1. The City Council hereby approves the Schertz Main Street Local Flavor Economic Development Grant request for 820 Main Street subject to the approved criteria of the program and execution of a funding agreement generally as outlined in Exhibit "A".

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

Section 7. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND ADOPTED, this ____ day of _____, 2024.

CITY OF SCHERTZ, TEXAS

_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheila Edmondson, City Secretary

Exhibit "A"

Main Street Local Flavor Grant Funding Agreement

STATE OF TEXAS §
§
COUNTY OF BEXAR §

SCHERTZ MAIN STREET LOCAL FLAVOR ECONOMIC DEVELOPMENT PROGRAM FUNDING AGREEMENT BETWEEN THE CITY OF SCHERTZ, TEXAS AND 1017 Holdings, LLC, FOR EXPENDITURE OF LOCAL FLAVOR GRANT FUNDS

This Local Flavor Development Program Funding Agreement (AGREEMENT) is made and entered into by and between the City of Schertz, Texas (CITY) and 1017 Holdings, LLC, (ENTITY).

WHEREAS, the ENTITY has developed a proposal to Make parking lot improvements to 820 Main (the "Project"); and

WHEREAS, Section 380.001 of the Texas Local Government Code, as amended, allows the governing body of a municipality to establish and provide for the administration of one or more programs to promote state and local economic development and to stimulate business and commercial activity in the municipality; and

WHEREAS, the Schertz Main Street Local Flavor Economic Development Program is intended to encourage and expansion and attract small businesses that create local charm and help develop a sense of place in and around Main Street, promote commercial development, stabilize and improve property values, foster civic pride, and protect and enhance the attractiveness of the Main Street area to residents and visitors; and

WHEREAS, funding for the Schertz Main Street Local Flavor Economic Development Program will be provided annually through the City's General Fund; and

WHEREAS, the Schertz Main Street Local Flavor Economic Development Program will enhance other city efforts to improve, beautify, and promote economic development in the Main Street area.

WHEREAS, the area around Main Street in Schertz once served as commercial and social hub of the community; and

WHEREAS, the City seeks to improve the image of the area around Main Street through restoration and rehabilitation of structures in the Main Street area to serve as a commercial, social, cultural and tourism hub of the City; and

WHEREAS, the City Council of the City of Schertz desires to provide funds to 1017 Holdings, LLC (ENTITY).

NOW, THEREFORE, it is mutually agreed by and between the CITY and ENTITY as follows:

GENERAL PROVISIONS

Section 1. Purpose. The purpose of this Agreement is to provide funding to the ENTITY for the project identified in the attached Exhibit "A" (the "Project"), the intent of which is to promote state and local economic development and to stimulate business and commercial activity in the municipality to encourage and expansion and attract small businesses that create local charm and help develop a sense of place in and around Main Street, promote commercial development, stabilize and improve property values, foster civic pride, and protect and enhance the attractiveness of the Main Street area to residents and visitors.

Section 2. Obligation of the ENTITY. The ENTITY shall use all of the awarded funds provided by the CITY in accordance with Chapter 351 of the Texas Tax Code, the ENTITY'S funding application, and the attached Exhibit "A".

Section 3. Reporting Requirements of the ENTITY. The ENTITY shall deliver a detailed accounting of the expenditures for the Project within thirty (30) days after completion of the Project (the "Post Event Report"). The Post Event Report shall include copies of receipts and other documents establishing the expenditures for the project. The CITY shall not make reimbursements for expenditures where no receipt or invoice is provided. Partial or incomplete reports will not be accepted.

Section 4. Authorization of Payment. Subject to the ENTITY'S satisfactory performance and compliance with the terms of this AGREEMENT, the CITY agrees to pay the ENTITY up to fifty percent (50%) of the Project. The Project is estimated to be $30,000.00 and fifty percent of which is $15,000.00, but is capped at 14,098.21 for work falling within the criteria for site improvements as the applicant has already received approval for a grants of up to $25,901.79. Payment will be made within forty-five (45) days of acceptance of the complete Post Event Report. Partial or incomplete reports will not be accepted. Only expenditures that meet Chapter 351 of the Tax Code and this AGREEMENT shall be reimbursed.

Section 5. Appeal Process. Any ENTITY wishing to appeal the decision of the CITY must present their appeal in writing within ten (10) business days of funding denial.

Section 6. Rights. The City of Schertz has the right, at any time, to inspect the books or records of the ENTITY that may relate to performance of this AGREEMENT. The CITY, at its sole expenses, has the right to conduct an audit of the ENTITY or Project.

Section 7. Term. The AGREEMENT shall become effective as of the date entered below. The AGREEMENT shall terminate one year from its effective date or once the terms have been met, whichever occurs first.

Section 8. Indemnification. The ENTITY agrees to defend, indemnify and hold harmless the CITY, its officers, agents and employees, against any and all claims, lawsuits, judgments, cause of action, costs and expenses for personal injury (including death), property damage or other harm for which recovery of damages is sought, suffered by any person or persons, that may arise out of or be occasioned by the ENTITY's breach of any of the terms or provisions of this AGREEMENT, or by any negligent act or omission of the ENTITY, its officers, agents, servants, employees, contractors, or subcontractors, in the performance of this AGREEMENT; except that the indemnity provided for in this paragraph shall not apply

to any liability resulting from the sole negligence of the CITY, its officers, agents, employees or separate contractors, and in the event of joint and concurrent negligence of both the ENTITY and the CITY under Texas law and without waiving any defenses of the parties under Texas law. The provisions of this paragraph are solely for the benefit of the parties hereto and not intended to create or grant any rights, contractual or otherwise, to any other person or entity. Both parties expressly agree that this AGREEMENT does not assign any responsibility for civil liability to the City of Schertz that may arise by virtue of this AGREEMENT.

Section 9. Termination. A party may terminate this AGREEMENT in whole or in part if the other party fails to comply with a term of the AGREEMENT, including the inability of the ENTITY to conform to any change required by federal, state or local laws or regulations; or for the convenience of either party. The terminating party shall provide written notification to the other party of the decision to terminate this AGREEMENT within thirty (30) days before the effective date of termination. A party may terminate the AGREEMENT for breach of any provision of this AGREEMENT, upon written notice of the breach and the breaching party shall have ten (10) days after receipt of the written notice in which to cure the breach to the satisfaction of the non-breaching party.

Section 10. Notice. All notices required or permitted under this AGREEMENT shall be in writing and shall be delivered in person or mailed as follows:

to the CITY at:

City of Schertz
Attention: City Manager
1400 Schertz Parkway
Schertz, TX 78154
(210) 619-1000

To 1017 Holdings, LLC:
Attention: Nicholas Marquez
PO Box 284
Cibolo, Texas 78108

MISCELLANEOUS

Section 11. Entire Agreement. This AGREEMENT constitutes the entire agreement of the parties regarding the subject matter contained herein. The parties may not modify or amend this AGREEMENT, except by written agreement approved by the governing bodies of each party and duly executed by both parties.

Section 12. Approval. This AGREEMENT has been duly and properly approved by each party's governing body and constitutes a binding obligation on each party.

Section 13. Assignment. Except as otherwise provided in this AGREEMENT, a party may not assign this AGREEMENT or subcontract the performance of services without first obtaining the written

consent of the other party.

Section 14. Non-Waiver. A party's failure or delay to exercise right or remedy does not constitute a waiver of the right or remedy. An exercise of a right or remedy under this AGREEMENT does not preclude the exercise of another right or remedy. Rights and remedies under this AGREEMENT are cumulative and are not exclusive of other rights or remedies provided by law.

Section 15. Paragraph Headings. The various paragraph headings are inserted for convenience of reference only, and shall not affect the meaning or interpretation of this AGREEMENT or any section thereof.

Section 16. Attorney fees. In any lawsuit concerning this AGREEMENT, the prevailing party shall be entitled to recover reasonable attorney's fees from the nonprevailing party, plus all out-of-pocket expense such as deposition costs, telephone, calls, travel expenses, expert witness fees, court costs, and their reasonable expenses, unless otherwise prohibited by law.

Section 17. Severability. The parties agree that in the event any provision of this AGREEMENT is declared invalid by a court of competent jurisdiction that part of the AGREEMENT is severable and the decree shall not affect the remainder of the AGREEMENT. The remainder of the AGREEMENT shall be in full force and effect.

Section 18. Venue. The parties agree that all disputes that arise of this AGREEMENT are governed by the laws of the State of Texas and venue for all purposes herewith shall be in Milam County, Texas.

Section 19. Certificate of Insurance. The ENTITY agrees to provide a certificate of insurance for liability and worker's compensation insurance or letter of self-insurance on its letterhead indicating its self-insured status before any event awarded funding under this AGREEMENT. The cost of the insurance herein mentioned to be secured and maintained by the ENTITY shall be borne solely by the ENTITY.

IN WITNESS HEREOF, the CITY and ENTITY make and execute this AGREEMENT to be effective this _____day of _____, 2024.

CITY OF SCHERTZ, TEXAS

_____
City Manager

ATTEST:

_____
City Secretary

ENTITY – 1017 Holdings, LLC

_____
(Title)

_____
(Title)

EXHIBIT A

Parking Lot Paving up to $14,098.21

Agenda No. 3.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**July 16, 2024**
Department:	**Planning & Community Development**
Subject:	**Ordinance 24-S-140 - Approving a request to rezone approximately 1-acre of land from Pre-Development District (PRE) to Single-Family Residential/ Agricultural District (R-A), known as Bexar County Property Identification Number 308497, more specifically known as 11639 Voges Pass, City of Schertz, Bexar County, Texas. *Final Reading* (B.James/L.Wood/D.Marquez).**

BACKGROUND

The applicant is requesting to rezone approximately 1 acre of land from Pre-Development District (PRE) to Single-Family Residential/ Agricultural District (R-A). The subject property is currently undeveloped and not platted.

On May 20, 2024, seven (7) public hearing notices were mailed to the surrounding property owners within a 200-foot boundary of the subject property. At the time of the staff report, zero (0) responses in favor, zero (0) responses neutral, and zero (0) responses in opposition have been received. A public hearing notice was published in the "San Antonio Express" on June 12, 2024. Additionally, one (1) sign was placed on the property by the applicant. The Planning and Zoning Commission met on Wednesday, June 5, 2024, and held a public hearing on this item.

GOAL

The proposed zone change is for approximately 1 acre of land to Single-Family Residential/ Agricultural District (R-A).

COMMUNITY BENEFIT

It is the City's desire to promote safe, orderly, efficient development and ensure compliance with the City's vision of future growth.

SUMMARY OF RECOMMENDED ACTION

When evaluating zone changes, staff uses the criteria listed in UDC Section 21.5.4.D. The criteria are listed below.

1. Whether the proposed zoning change or zoning map amendment implements the policies of the adopted Comprehensive Land Plan, including the land use classification of the property on the Future Land Use Map.

Yes, the proposed Single-Family Residential/ Agricultural District (R-A) does implement the policies of the Comprehensive Land Plan. The subject property is designated as Complete Neighborhood in the Comprehensive Land Use Plan - Future Land Use Map. The Complete Neighborhood Land Use Designation is identified as areas with a mixture of housing options and supporting land uses. Additionally, the Comprehensive Land Use Plan stipulates when considering the appropriateness of housing density, factors such as roadway classification, and conflicts between land uses and buildings

shall be considered.

The subject property is currently undeveloped, unplatted, has access from a private road, and is surrounded by existing agricultural uses and agricultural homes. Due to the location of the subject property, the current zoning designations of surrounding properties, and access, the proposed Single-Family Residential/ Agricultural District (R-A) at the subject property does implement the policies of the Comprehensive Land Plan and the Complete Neighborhood Land Use Designation of the Future Land Use Map.

2. Whether the proposed zoning change or zoning map amendment promotes the health, safety, or general welfare of the City and the safe, orderly, efficient and healthful development of the City;

As part of promoting health, safety, and welfare, the City should encourage development compatible with surrounding uses utilizing standards and transitional uses to alleviate negative impacts. The proposed Single-Family Residential/ Agricultural District (R-A) dimensional and development standards as stated in UDC Section 21.5.7.A of the Unified Development Code, are compatible with what is immediately in the surrounding area.

Table 21.5.7.A
Dimensional Requirements for Residential Zoning Districts

		Minimum Lot Size Dimensions			**Minimum Yard Setbacks**				**Miscellaneous Lot Requirements**	
Code	***Zoning District***	***Area Sq. Ft.***	***Width Ft.***	***Depth Ft.***	***Front Ft.***	***Side Ft.***	***Rear Ft.***	***Minimum Off-Street Parking Spaces***	***Max Height Ft.***	***Max Impervious Coverage Requirements***
R-A	Single-Family Residential/ Agricultural District	21,780	-	-	25	25	25	2	35	50%

3. Whether the uses permitted by the proposed change in zoning district classification and the standards applicable to such uses will be appropriate in the immediate area of the land to be reclassified.

Yes, the uses permitted in Single-Family Residential/ Agricultural District (R-A) are appropriate within the immediate area of the land to be reclassified. The purpose and intent of the Single-Family Residential / Agricultural District (R-A) is to provide areas in which agricultural land may be held in such use for as long as is practical and reasonable with residences a minimum of half-acre in size, and where development is premature due to lack of utilities, capacity or services, as per UDC Section 21.5.5. A majority of the surrounding properties are zoned Pre-Development District (PRE) and are used for single family residential and agriculture.

4. Whether the proposed change is in accord with any existing or proposed plans for providing public schools, streets, water supply, sanitary sewers or other public services and utilities to the area;

There is no existing development on the subject property. The applicant does not have any plans for development at this time. A public hearing notice was mailed to Schertz-Cibolo-Universal City Independent School District to notify them of the proposed zone change. Included as attachments are the most recent Demographic Report 3Q23 for SCUCISD as well as the most recent 10-Year Campus Forecasting Presentation.

5. Whether there have been environmental and/or economical changes which warrant the requested change.

No, there have been no environmental or economic changes that warrant the requested zone change. The subject property has been designated as Pre-Development District (PRE) and was given this designation, like many other properties in the area and Southern Schertz, after its annexation.

6. Whether there is an error in the original zoning of the property for which a change is requested.

No, there was no error in the original zoning of the subject property. The Pre-Development District (PRE) zoning designation is intended as a placeholder as per UDC Section 21.5.5.A.

7. Whether all of the applicant's back taxes owed to the City have been paid in fullThis does not impact the Planning and Zoning Commission recommendation to City Council.

All back taxes owed have been paid.

8. Whether other criteria are met, which, at the discretion of the Planning and Zoning Commission and the City Council are deemed relevant and important in the consideration of the amendment.

Staff has ensured all UDC requirements have been met for the proposed zone change, and at this time have not received any special consideration from the Planning and Zoning Commission or the City Council.

RECOMMENDATION

Staff Recommendation

The proposed zone change to Single-Family Residential District (R-A) is compatible with the Comprehensive Land Use Plan- Future Land Use Map and is appropriate within the immediate area of the subject property, thus Staff recommends approval of Ordinance 24-S-140.

Planning and Zoning Commission

The Planning and Zoning Commission met on Wednesday, June 5, 2024, and made a recommendation of approval to City Council with a unanimous vote.

City Council

City Council met on July 2, 2024, and unanimously approved Ordinance 24-S-140.

Attachments

Ordinance 24-S-140 With Attachments

Public Hearing Notice Map

Legal Metes and Bounds

SCUCISD Demographic Report
SCUCISD 10 Year Campus Forecasting
City Council Presentation Slides

ORDINANCE NO. 24-S-140

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING THE OFFICIAL ZONING MAP BY REZONING APPROXIMATELY 1 ACRE OF LAND FROM PRE-DEVELOPMENT DISTRICT (PRE) TO SINGLE-FAMILY RESIDENTIAL/ AGRICULTURAL DISTRICT (R-A), KNOWN AS BEXAR COUNTY PROPERTY IDENTIFICATION NUMBER 308497, MORE SPECIFICALLY KNOWN AS 11639 VOGES PASS, SCHERTZ, BEXAR COUNTY, TEXAS.

WHEREAS, an application to rezone approximately 1 acre of land from Pre-Development District (PRE) to Single-Family Residential/ Agricultural (R-A), known as Bexar County Property Identification Number 308497, more specifically described as 11639 Voges Pass, and more specifically described in the Exhibit A and Exhibit B attached herein (herein, the "Property") has been filed with the City; and

WHEREAS, the City's Unified Development Code Section 21.5.4.D. provides for certain criteria to be considered by the Planning and Zoning Commission in making recommendations to City Council and by City Council in considering final action on a requested zone change (the "Criteria"); and

WHEREAS, on June 5, 2024, the Planning and Zoning Commission conducted a public hearing and, after considering the Criteria, made a recommendation to City Council of approval; and

WHEREAS, on July 2, 2024, the City Council conducted a public hearing and after considering the Criteria and recommendation by the Planning and Zoning Commission, determined that the requested zoning be approved as provided for herein.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

Section 1. The Property as shown and more particularly described in the attached Exhibit A and Exhibit B, is hereby zoned Single-Family Residential/ Agricultural District (R-A)

Section 2. The Official Zoning Map of the City of Schertz, described and referred to in Article 2 of the Unified Development Code, shall be revised to reflect the above amendment.

Section 3. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 4. All ordinances and codes, or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters resolved herein.

Section 5. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 6. If any provision of this Ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City hereby declares that this Ordinance would have been enacted without such invalid provision.

Section 7. It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 8. This Ordinance shall be effective upon the date of final adoption hereof and any publication required by law.

Section 9. This Ordinance shall be cumulative of all other ordinances of the City of Schertz, and this Ordinance shall not operate to repeal or affect any other ordinances of the City of Schertz except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Ordinance, in which event such conflicting provisions, if any, are hereby repealed.

PASSED ON FIRST READING, the 2nd of July 2024.

PASSED, APPROVED and ADOPTED ON SECOND READING, the _____ of _____, 2024.

CITY OF SCHERTZ, TEXAS

_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheila Edmondson, City Secretary

(city seal)

Exhibit “A”
Property Description- Metes and Bounds/ Survey

Exhibit "A": Property Description- Metes and Bounds / Survey

CELCO SURVEYING
REG. # 10193975
TEL: 830-214-5109

SURVEY PLAT

18018 OVERLOOK LOOP, SUITE 105
UNIT 239
SAN ANTONIO, TEXAS 78259
eddie@celcosurveying.com
www.celcosurveying.com

BASIS OF BEARING IS THE TEXAS STATE PLANE COORINATE SYSTEM, NAD 83, CENTRAL ZONE.

SCALE
1" = 100'

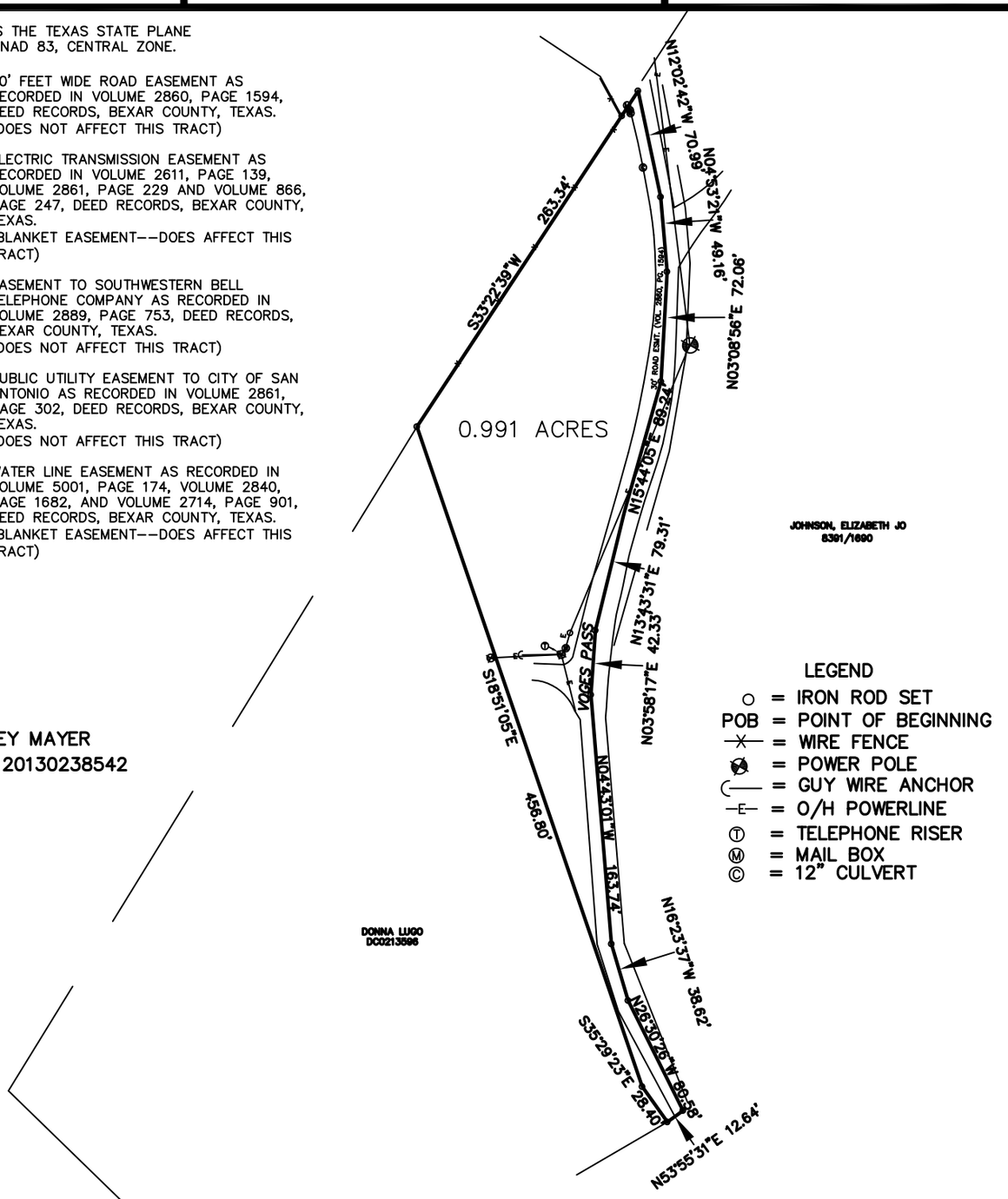
30' FEET WIDE ROAD EASEMENT AS RECORDED IN VOLUME 2860, PAGE 1594, DEED RECORDS, BEXAR COUNTY, TEXAS. (DOES NOT AFFECT THIS TRACT)

ELECTRIC TRANSMISSION EASEMENT AS RECORDED IN VOLUME 2611, PAGE 139, VOLUME 2861, PAGE 229 AND VOLUME 866, PAGE 247, DEED RECORDS, BEXAR COUNTY, TEXAS. (BLANKET EASEMENT--DOES AFFECT THIS TRACT)

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NOTE:

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ADDRESS: 11639 VOGES PASS, CIBOLO, TEXAS

LEGAL DESCRIPTION: SEE EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF.

CATEGORY 1A CERTIFICATION

THE UNDERSIGNED DOES HEREBY CERTIFY TO THE PARTIES LISTED BELOW THAT THIS SURVEY SUBSTANTIALLY COMPLIES WITH THE CURRENT TEXAS SOCIETY OF PROFESSIONAL SURVEYORS MANUAL OF PRACTICE REQUIREMENTS FOR A CATEGORY 1A, TSPS LAND TITLE SURVEY.

BUYER: NAYROBI ROSARIO GONZALEZ
TITLE CO: DOMA
G.F.#: 14795-22-00716
LENDER: N/A

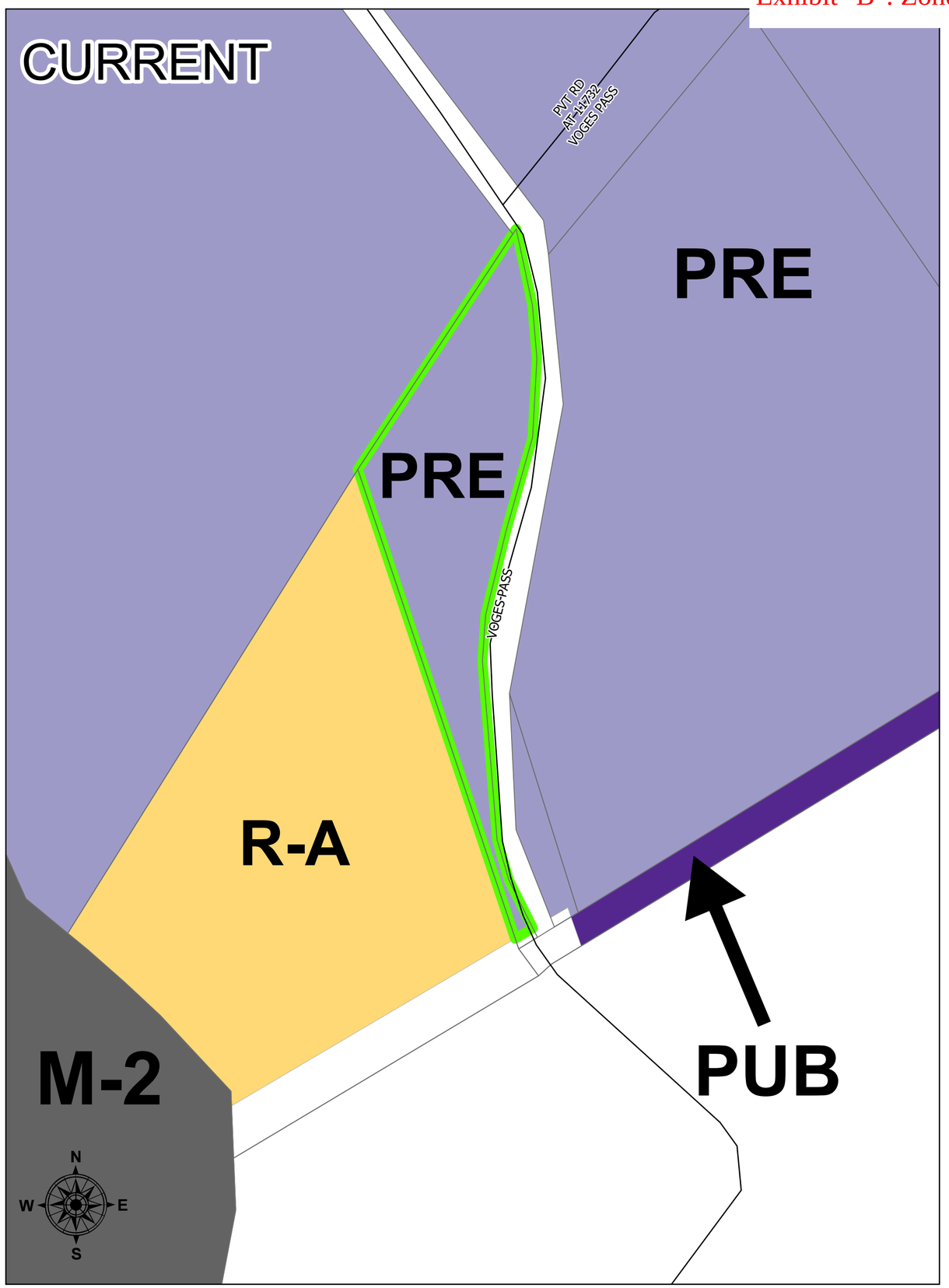
PLAN No.: 2022-0464
SURVEY DATE: MAY 17, 2022

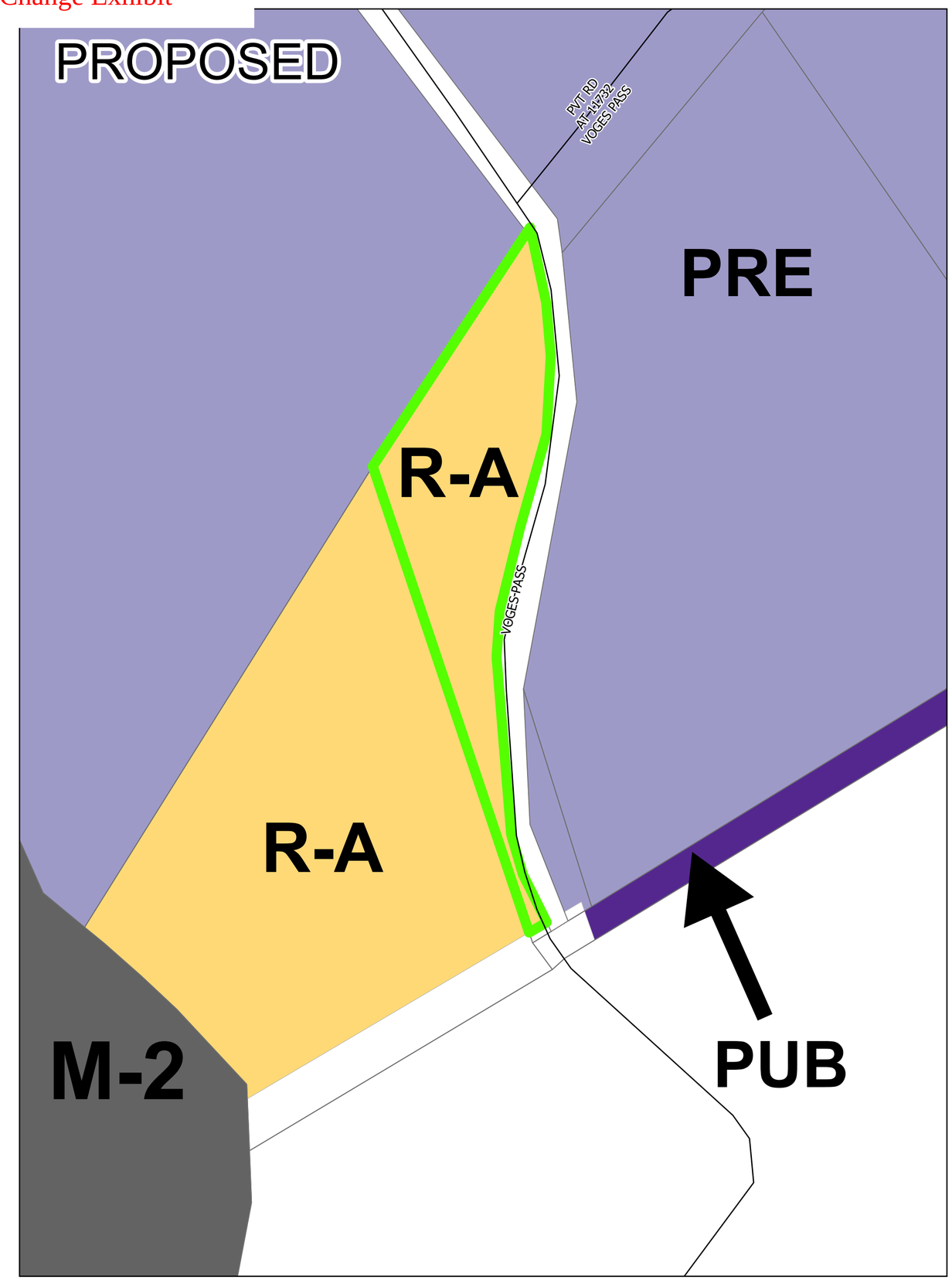
STATE OF TEXAS
REGISTERED
GEORGE E. LUCAS
4160
PROFESSIONAL
LAND SURVEYOR

GEORGE E. LUCAS R.P.L.S. 4160

Exhibit “B”
Zone Change Exhibit

Exhibit "B": Zone Change Exhibit





SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

Last update: May 28, 2024

City of Schertz, GIS Specialist: Alexa Venezia, avenezia@schertz.com (210) 619-1174

The City of Schertz provides this Geographic Information System product "as is" without any express or implied warranty of any kind including but not limited to the implied warranties of merchantability and fitness for a particular purpose. In no event shall The City of Schertz be liable for any special, indirect, or consequential damages or any damages whatsoever arising out of or in connection with the use of or performance of these materials. Information published in this product could include technical inaccuracies or typographical errors. Periodical changes may be added to the information herein. The City of Schertz may make improvements and/or changes in the product(s) described herein at any time.

PROPOSED ZONING CHANGE

BEXAR COUNTY
PARCEL ID:
308497

Classification

- (PRE) Pre-Development
- (PDD) Planned Development
- (PUB) Public Use
- (R-A) Single-family Residential/Agricultural
- (R-1) Single-Family Residential
- (R-2) Single-Family Residential
- (R-3) Two-Family Residential
- (R-4) Apartment/Multi-Family Residential
- (R-6) Single-family Residential
- (R-7) Single-family Residential
- (AD) Agricultural District
- (GH) Garden Home/Single-Family Residential (Zero Lot Line)
- (TH) Townhome
- (MHS) Manufactured Home Subdivision
- (MHP) Manufactured Home Parks
- (GB) General Business
- (GB-2) General Business II
- (NS) Neighborhood Services
- (OP) Office and Professional
- (MSMU) Main Street Mixed Use
- (MSMU-ND) Main Street Mixed Use New Development
- (M-1) Manufacturing (Light)
- (M-2) Manufacturing (Heavy)
- (DVL) Development Agreement (Delayed Annexation)

0 50 100 200 300 Feet



SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

Last update: April 29, 2024

City of Schertz, GIS Specialist: Alexa Venezia Dasse, avdasse@schertz.com (210) 619-1174

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City of Schertz

11639 VOGES PASS
(PLZC20240095)

Project Boundary

200' Buffer

N
W E
S

0 50 100 200 300 Feet

CELCO SURVEYING
REG. # 10193975
TEL: 830-214-5109

SURVEY PLAT

18018 OVERLOOK LOOP, SUITE 105
UNIT 239
SAN ANTONIO, TEXAS 78259
eddie@celcosurveying.com
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BASIS OF BEARING IS THE TEXAS STATE PLANE COORINATE SYSTEM, NAD 83, CENTRAL ZONE.

SCALE
1" = 100'

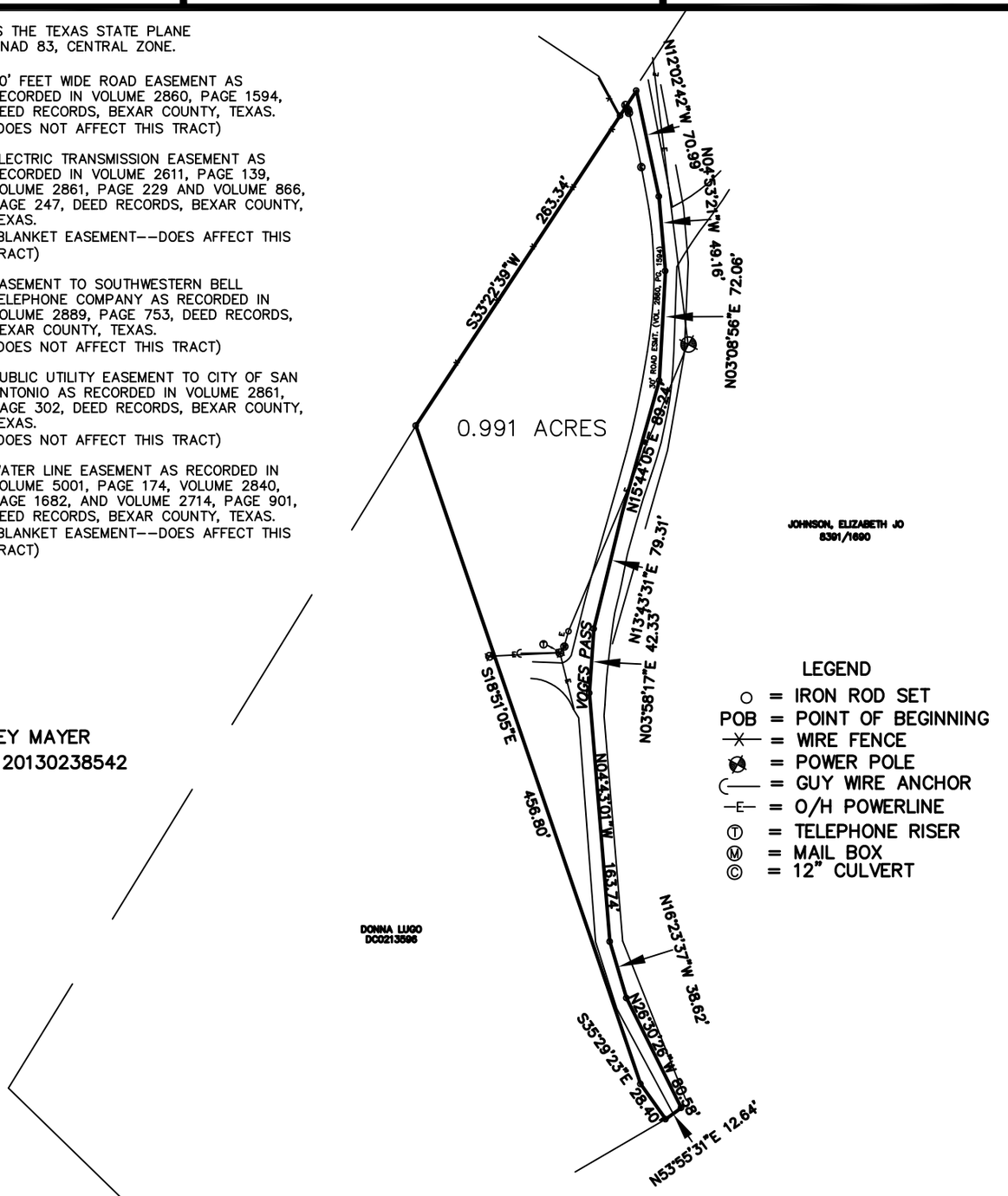
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LEGEND
- O = IRON ROD SET
- POB = POINT OF BEGINNING
- -X- = WIRE FENCE
- = POWER POLE
- = GUY WIRE ANCHOR
- -E- = O/H POWERLINE
- Ⓣ = TELEPHONE RISER
- Ⓜ = MAIL BOX
- Ⓒ = 12" CULVERT

NOTE:

THIS PROPERTY CANNOT BE LEGALLY SOLD UNTIL IT HAS BEEN APPROVED BY THE CITY AND/OR COUNTY AS AN APPROVED SUBDIVISION PLAT, AND FILED OF RECORD WITH THE COUNTY CLERK. THE SALE OF THIS PROPERTY OTHERWISE MAY RESULT IN CRIMINAL AND/OR CIVIL SANCTIONS AND MAY PREVENT BUILDING AND/OR SEPTIC PERMITS FROM BEING GRANTED.

ADDRESS: 11639 VOGES PASS, CIBOLO, TEXAS

LEGAL DESCRIPTION: SEE EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF.

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BUYER: NAYROBI ROSARIO GONZALEZ
TITLE CO: DOMA
G.F.#: 14795-22-00716 **LENDER:** N/A

PLAN No.: 2022-0464 **SURVEY DATE:** MAY 17, 2022

STATE OF TEXAS
REGISTERED
GEORGE E. LUCAS
4160
PROFESSIONAL
LAND SURVEYOR

GEORGE E. LUCAS R.P.L.S. 4160

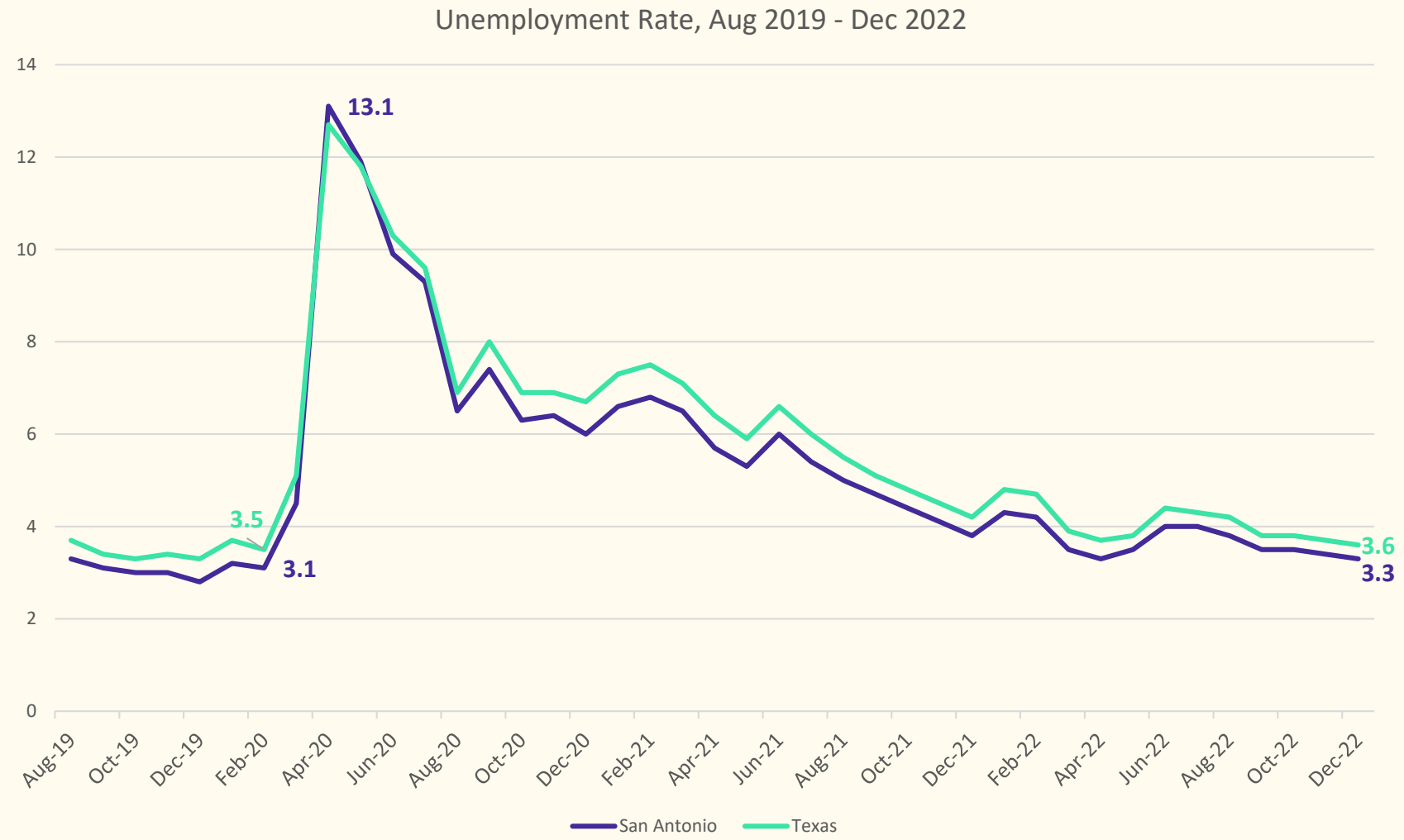
Zonda™
Education

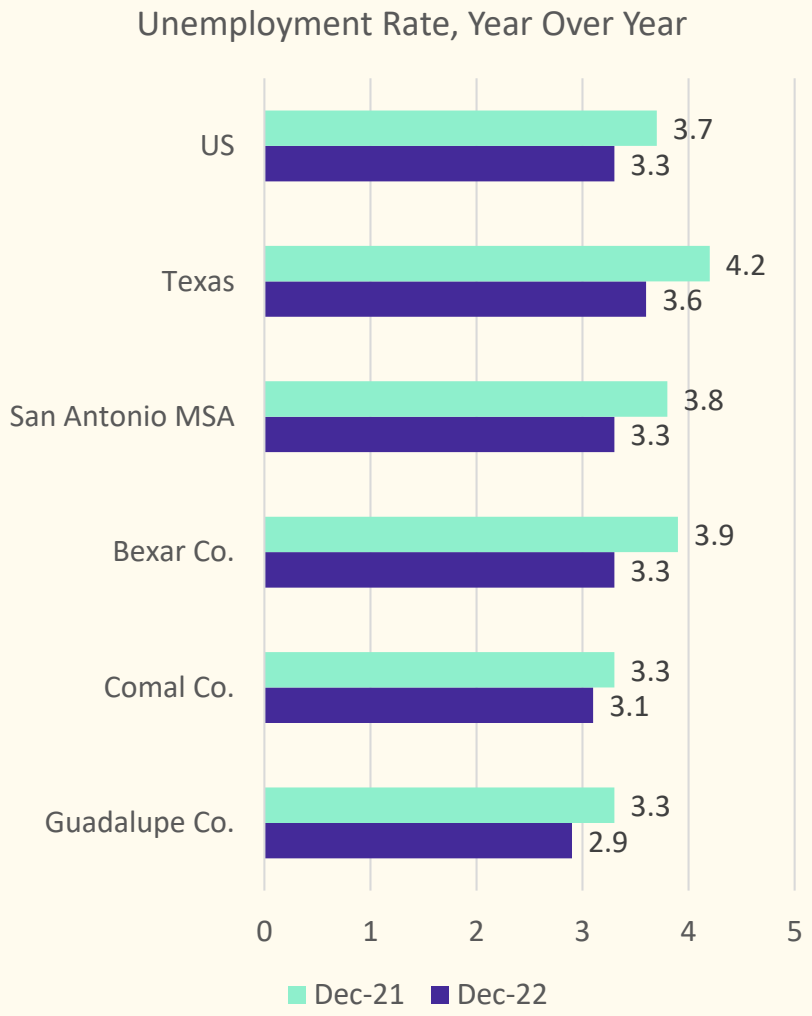


4Q22

Demographic Report

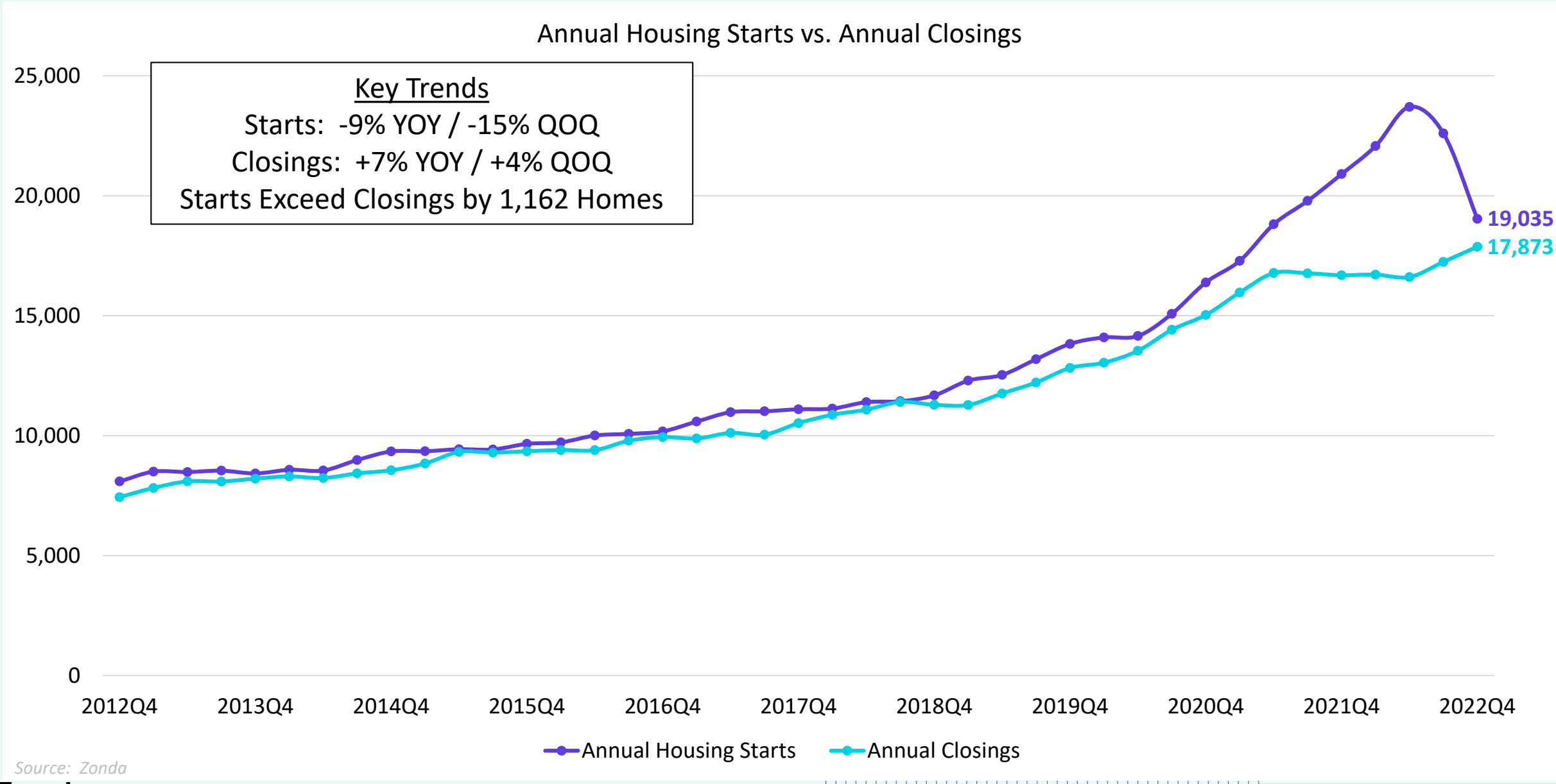
San Antonio Economic Conditions





Zonda Education

San Antonio New Home Starts & Closings



Source: Zonda

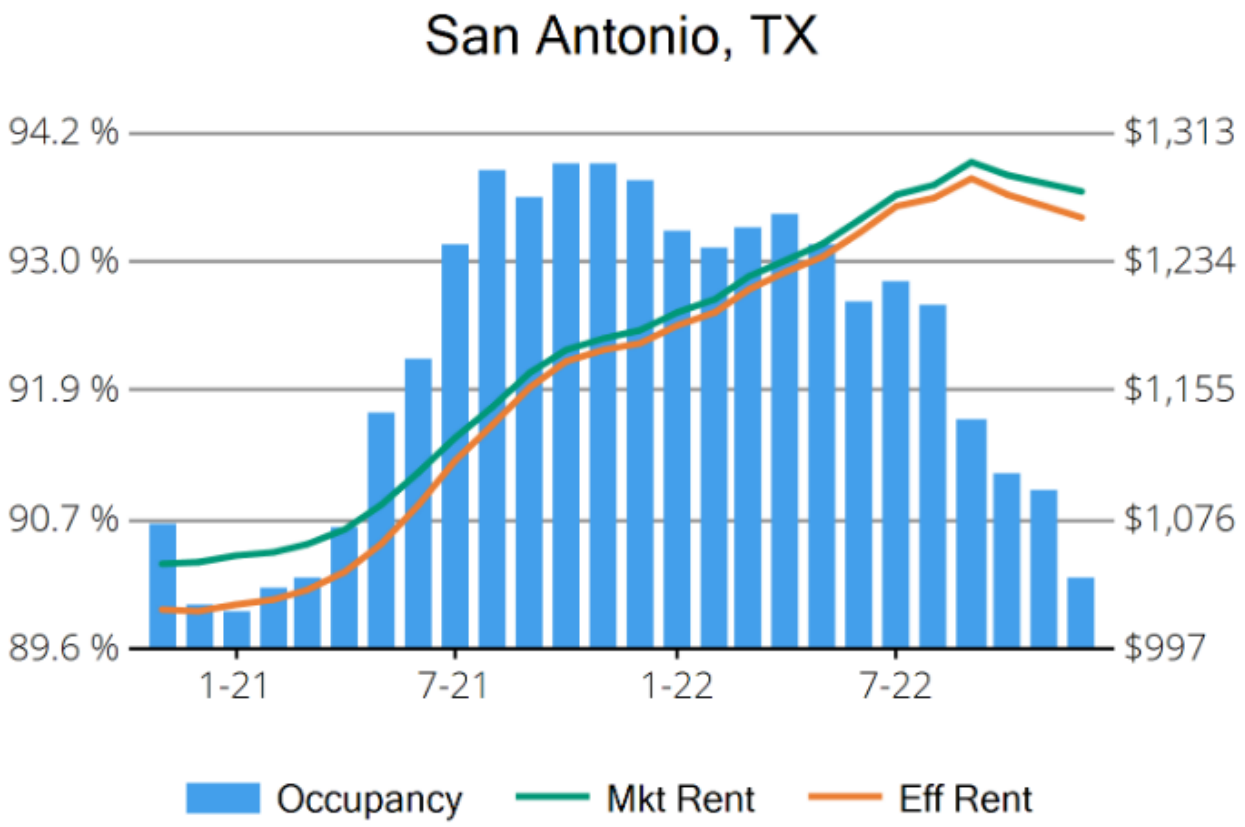
Zonda Education

© 2022 Zonda

Housing Market Trends: Multi-family market- December 2022

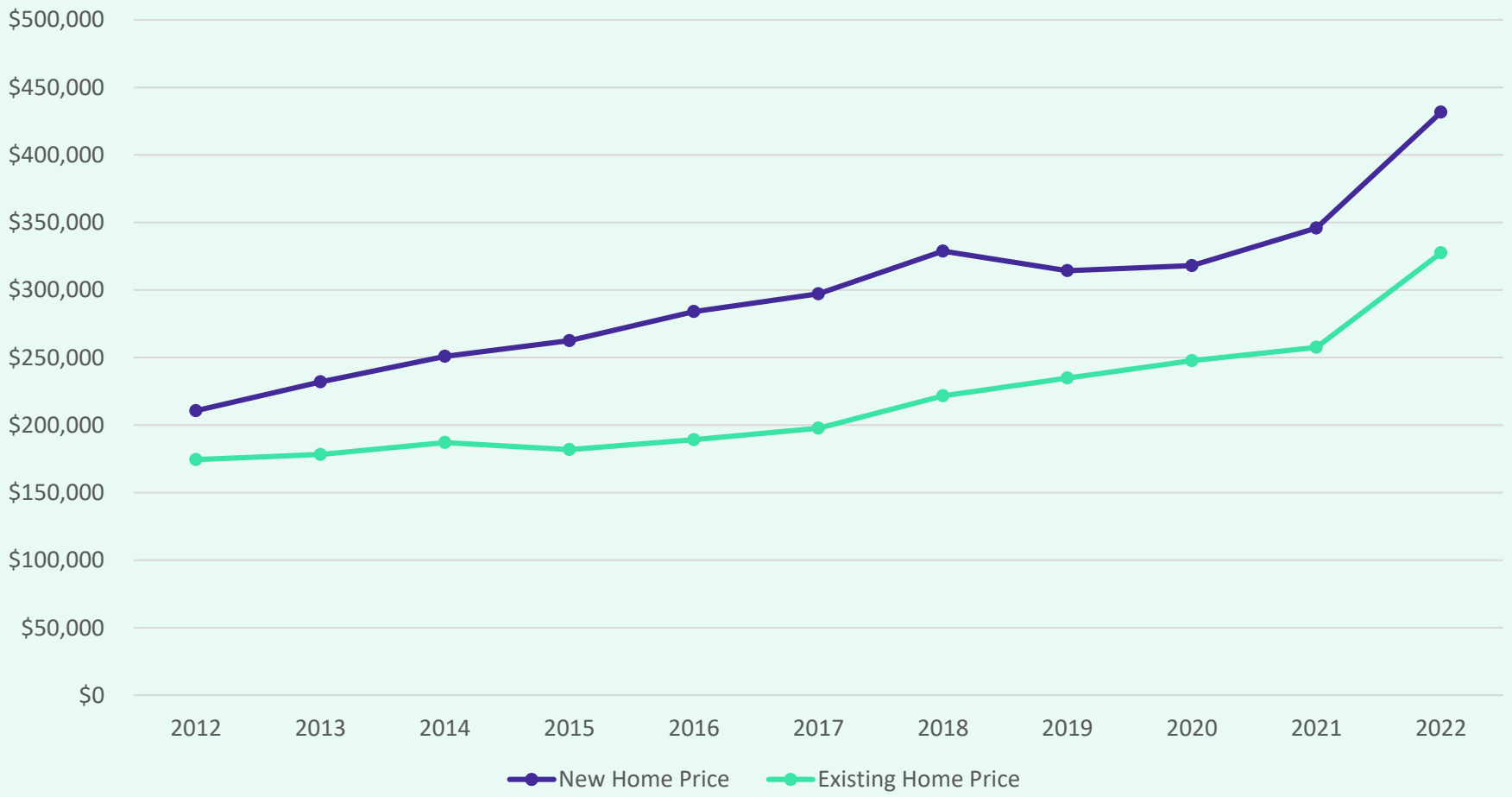
*Stabilized and Lease-up Properties**

Conventional Properties	Dec 2022	Annual Change
Occupancy	90.2	-4.1%
Unit Change	3,629	
Units Absorbed (Annual)	-4,057	
Average Size (SF)	852	0%
Asking Rent	$1,277	+7.0%
Asking Rent per SF	$1.50	+7.0%
Effective Rent	$1,261	+6.5%
Effective Rent per SF	$1.48	+6.4%
% Offering Concessions	20%	+19.1%
Avg. Concession Package	5.0%	+36.4%



Schertz-Cibolo-Universal City ISD Housing Market Analysis

Average New vs. Existing Home Sale Price, 2012 - 2022



	Avg New Home	Avg Existing Home
2012	$210,650	$174,468
2013	$231,997	$178,212
2014	$250,897	$187,097
2015	$262,532	$181,881
2016	$284,037	$189,189
2017	$297,182	$197,710
2018	$328,762	$221,637
2019	$314,299	$234,868
2020	$318,065	$247,691
2021	$345,858	$257,537
2022	$431,606	$327,526

- Since 2012, the average new home price in SCUCISD has more than doubled, a rise of nearly $221,000
- The average existing home price within the district has increased by 87%, or more than $153,000 since 2012

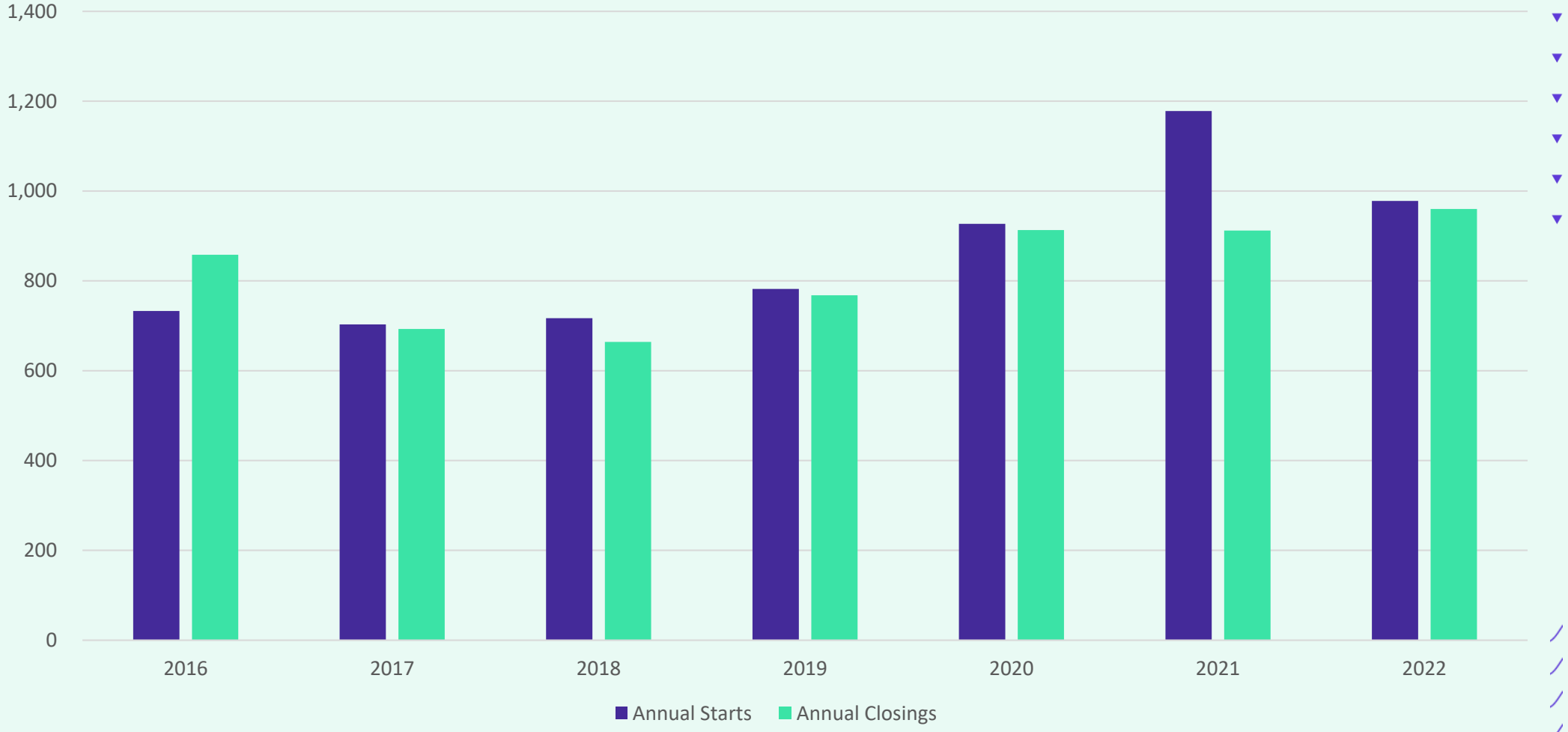
San Antonio New Home Ranking Report

ISD Ranked by Annual Closings – 4Q22

Rank	District Name	Annual Starts	Annual Closings	Inventory	VDL	Future
1	NORTHSIDE ISD	3,858	3,985	3,066	6,340	25,851
2	COMAL ISD	3,187	2,976	2,685	4,175	24,094
3	MEDINA VALLEY ISD	2,135	2,001	1,431	3,993	27,451
4	EAST CENTRAL ISD	2,157	1,691	1,544	3,533	26,459
5	JUDSON ISD	1,449	1,397	956	1,255	1,323
6	**SCHERTZ-CIBOLO-U CITY ISD***	**979**	**960**	**746**	**1,833**	**7,001**
7	SOUTHWEST ISD	1,107	843	860	1,926	10,350
8	NEW BRAUNFELS ISD	740	806	544	1,087	6,483
9	BOERNE ISD	594	706	577	1,123	11,097
10	SEGUIN ISD	548	554	329	895	5,300
11	SOUTHSIDE ISD	448	422	285	1,148	10,138
12	NAVARRO ISD	642	398	467	1,635	4,660
13	NORTH EAST ISD	439	385	349	682	6,020
14	SAN ANTONIO ISD	238	308	220	375	999
15	SOUTH SAN ANTONIO ISD	269	180	198	176	637
16	LYTLE ISD	87	96	40	109	1,381
17	HARLANDALE ISD	40	76	27	14	144
18	ALAMO HEIGHTS ISD	59	42	68	93	22
19	JOURDANTON ISD	0	24	4	4	36
20	MARION ISD	24	14	30	340	4,388

** Based on additional Zonda Education housing research*

District New Home Starts and Closings



Starts	2016	2017	2018	2019	2020	2021	2022
1Q	190	196	175	201	237	294	349
2Q	168	168	180	176	197	300	393
3Q	233	167	177	207	261	265	174
4Q	142	172	185	198	232	319	63
Total	**733**	**703**	**717**	**782**	**927**	**1,178**	**979**

Closings	2016	2017	2018	2019	2020	2021	2022
1Q	225	194	133	138	165	190	181
2Q	237	172	185	211	249	258	227
3Q	235	179	185	240	286	268	218
4Q	161	148	161	179	213	196	334
Total	**858**	**693**	**664**	**768**	**913**	**912**	**960**

District Housing Overview by Elementary Zone

Elementary	Annual Starts	Quarter Starts	Annual Closings	Quarter Closings	Under Const.	Inventory	Vacant Dev. Lots	Future
CIBOLO VALLEY	66	12	18	10	57	64	161	500
GREEN VALLEY	0	0	0	0	0	0	0	0
PASCHAL	3	0	5	1	1	2	36	38
ROSE GARDEN	295	8	448	101	153	215	438	3,307
SCHERTZ	98	6	73	39	48	62	26	60
SIPPEL	130	23	175	45	94	118	696	1,526
WATTS	155	2	65	43	99	118	82	633
WIEDERSTEIN	232	12	176	95	126	167	394	937
Grand Total	**979**	**63**	**960**	**334**	**578**	**746**	**1,833**	**7,001**

Highest activity in the category

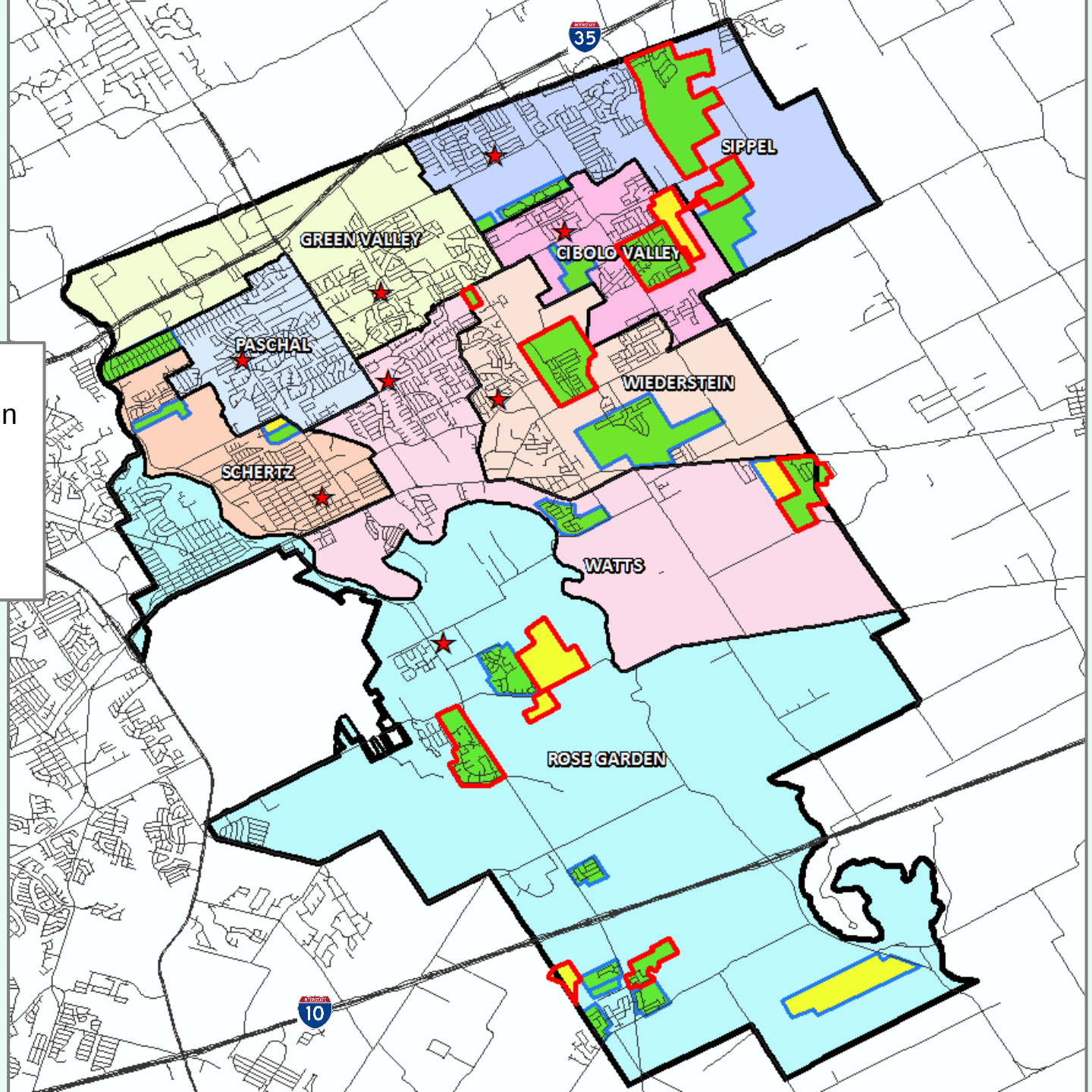
Second highest activity in the category

Third highest activity in the category

Zonda Education

District Housing Overview

- The district has 23 actively building subdivisions
- Within SCUCISD there are 7 future subdivisions in various stages of planning
- Of these, groundwork is underway on more than 1,140 lots within 12 subdivisions
- 392 lots have been delivered in the 4th quarter

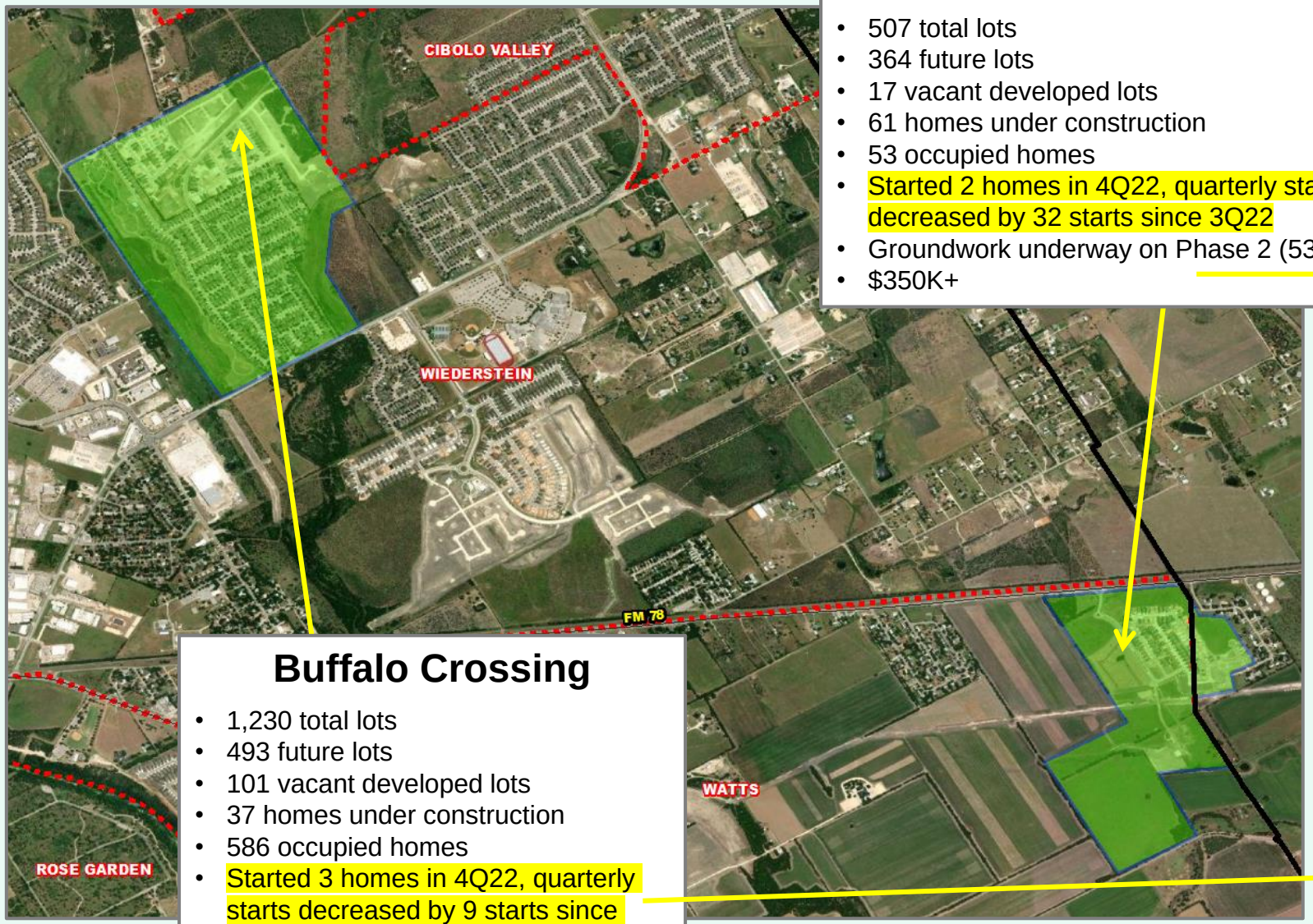


Subdivisions

- ACTIVE
- FUTURE
- Groundwork Underway

Zonda Education

Residential Activity



Venado Crossing

- 507 total lots
- 364 future lots
- 17 vacant developed lots
- 61 homes under construction
- 53 occupied homes
- Started 2 homes in 4Q22, quarterly starts decreased by 32 starts since 3Q22
- Groundwork underway on Phase 2 (53 lots)
- $350K+



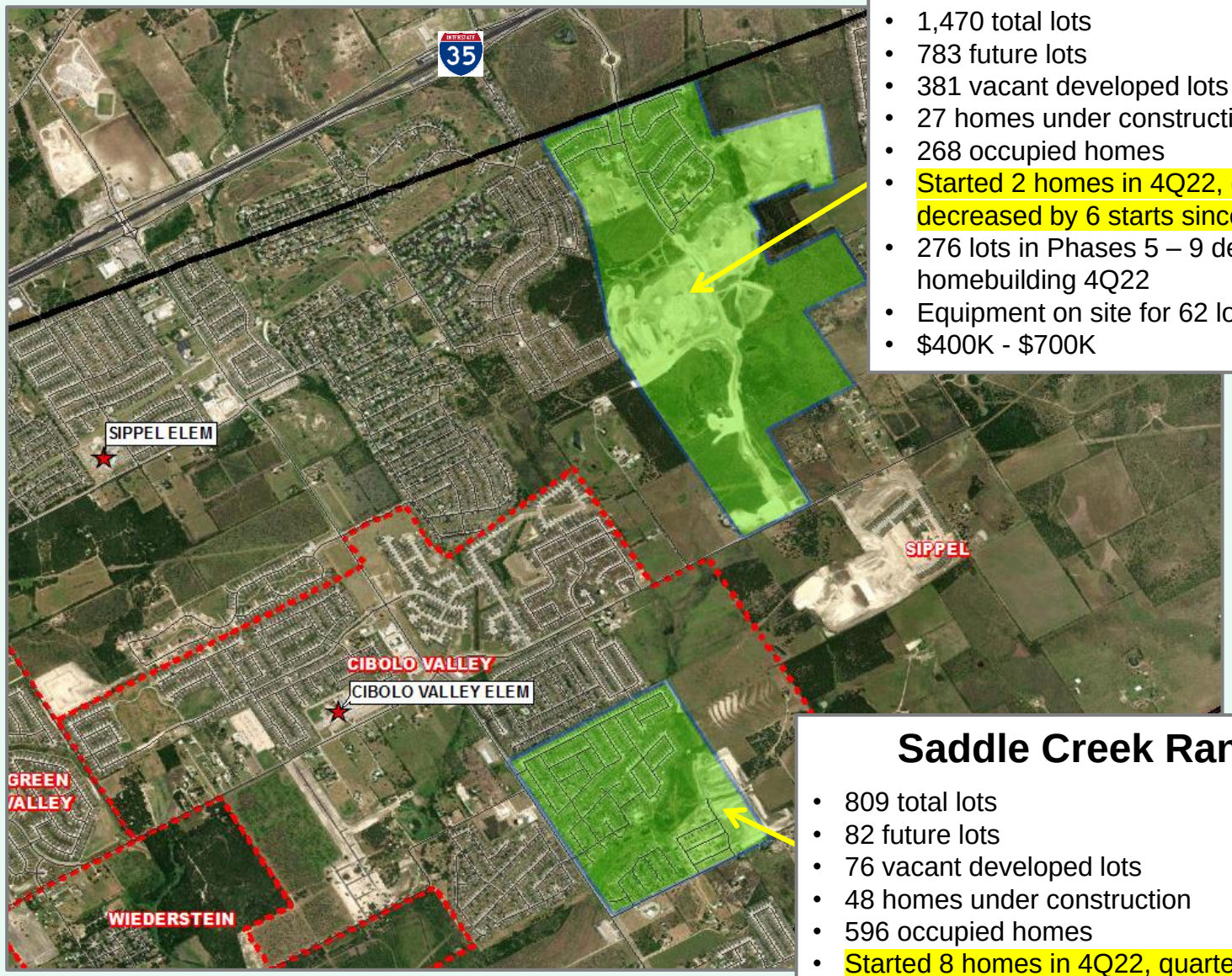
Buffalo Crossing

- 1,230 total lots
- 493 future lots
- 101 vacant developed lots
- 37 homes under construction
- 586 occupied homes
- Started 3 homes in 4Q22, quarterly starts decreased by 9 starts since 3Q22
- Groundwork underway on 95 lots in Phase 2
- $360K+



Zonda Education

Residential Activity



Homestead

- 1,470 total lots
- 783 future lots
- 381 vacant developed lots
- 27 homes under construction
- 268 occupied homes
- Started 2 homes in 4Q22, quarterly starts decreased by 6 starts since 3Q22
- 276 lots in Phases 5 – 9 delivered for homebuilding 4Q22
- Equipment on site for 62 lots in Phase 11
- $400K - $700K



Saddle Creek Ranch

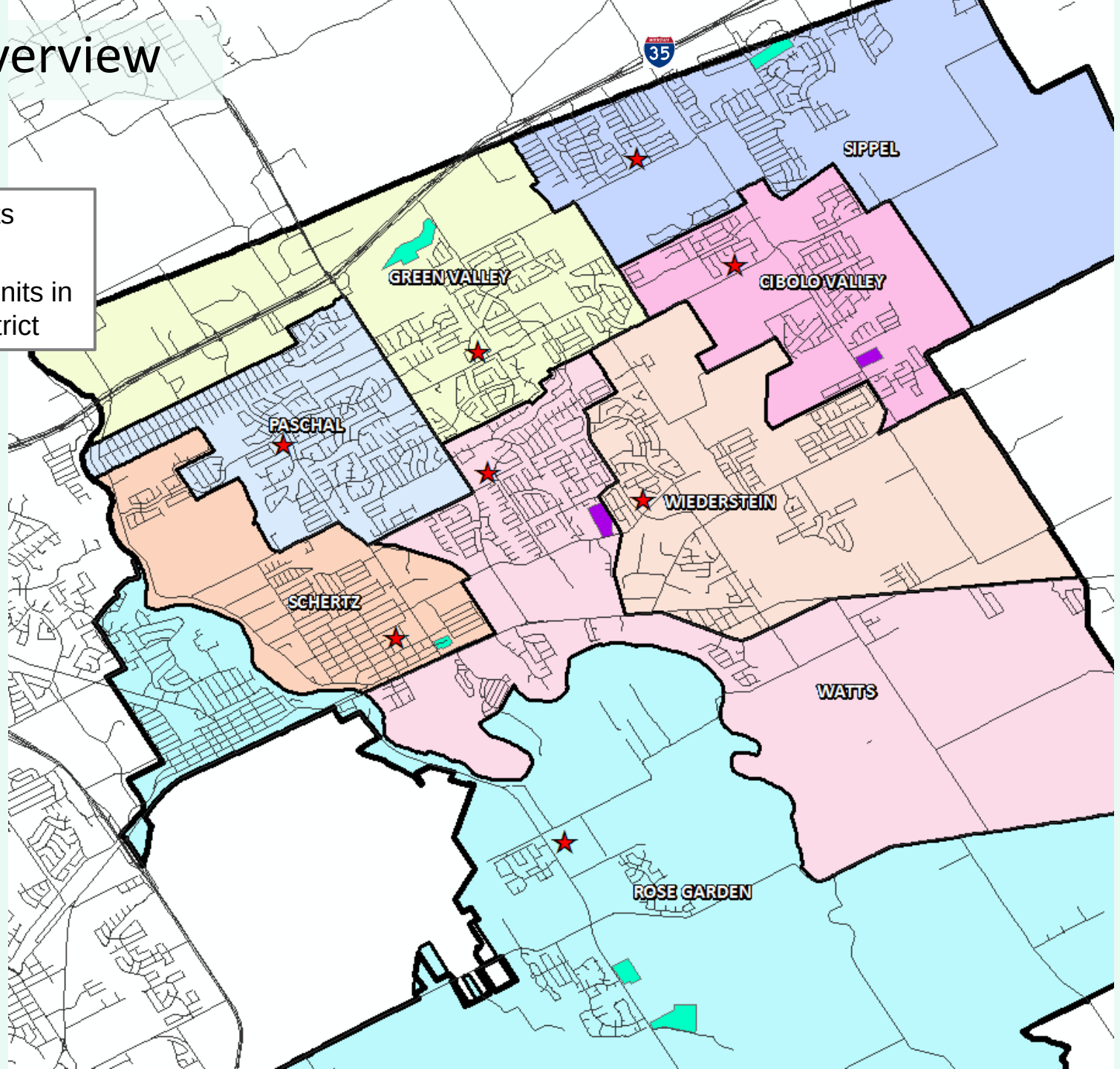
- 809 total lots
- 82 future lots
- 76 vacant developed lots
- 48 homes under construction
- 596 occupied homes
- Started 8 homes in 4Q22, quarterly starts decreased by 17 starts since 3Q22
- Groundwork underway on Phase 9 (82 lots)
- $290K+



Zonda Education

District Multi-Family Overview

- There are more than 550 multi-family units under construction
- There are nearly 800 future multi-family units in various stages of planning across the district



Ten Year Forecast by Grade Level

Year (Oct.)	EE	PK	K	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	Total	Total Growth	% Growth
2018/19	70	337	982	1,050	1,070	1,143	1,205	1,198	1,146	1,139	1,264	1,366	1,356	1,291	1,201	15,818		
2019/20	86	327	1,048	1,036	1,093	1,125	1,184	1,211	1,234	1,183	1,180	1,419	1,340	1,282	1,224	15,972	154	1.0%
2020/21	77	248	951	1,019	1,040	1,077	1,135	1,143	1,232	1,248	1,219	1,293	1,394	1,305	1,292	15,673	-299	-1.9%
2021/22	78	377	935	997	1,019	1,074	1,116	1,124	1,221	1,287	1,318	1,428	1,347	1,305	1,264	15,890	217	1.4%
2022/23	67	369	819	962	998	1,077	1,114	1,067	1,133	1,230	1,306	1,478	1,371	1,247	1,283	15,521	-369	-2.3%
2023/24	67	414	927	881	997	1,049	1,143	1,133	1,099	1,159	1,249	1,476	1,457	1,297	1,225	15,573	52	0.3%
2024/25	67	428	954	998	910	1,049	1,122	1,161	1,174	1,123	1,178	1,419	1,455	1,365	1,267	15,670	97	0.6%
2025/26	67	454	1,007	1,036	1,032	960	1,117	1,142	1,191	1,195	1,140	1,331	1,384	1,366	1,330	15,752	82	0.5%
2026/27	67	477	1,061	1,086	1,068	1,082	1,019	1,138	1,178	1,220	1,214	1,295	1,310	1,302	1,334	15,851	99	0.6%
2027/28	67	477	1,062	1,142	1,114	1,115	1,133	1,039	1,173	1,201	1,239	1,376	1,271	1,231	1,271	15,911	60	0.4%
2028/29	67	490	1,090	1,118	1,171	1,170	1,179	1,155	1,069	1,192	1,220	1,400	1,348	1,194	1,205	16,068	157	1.0%
2029/30	67	493	1,098	1,147	1,154	1,228	1,236	1,202	1,191	1,087	1,211	1,384	1,375	1,267	1,168	16,308	240	1.5%
2030/31	67	498	1,107	1,158	1,184	1,209	1,296	1,259	1,239	1,212	1,104	1,376	1,357	1,292	1,239	16,597	289	1.8%
2031/32	67	506	1,125	1,168	1,197	1,243	1,279	1,320	1,298	1,262	1,231	1,256	1,348	1,276	1,263	16,839	242	1.5%
2032/33	67	512	1,137	1,186	1,207	1,258	1,315	1,303	1,361	1,324	1,282	1,398	1,232	1,266	1,247	17,095	255	1.5%

Yellow box = largest grade per year
Green box = second largest grade per year

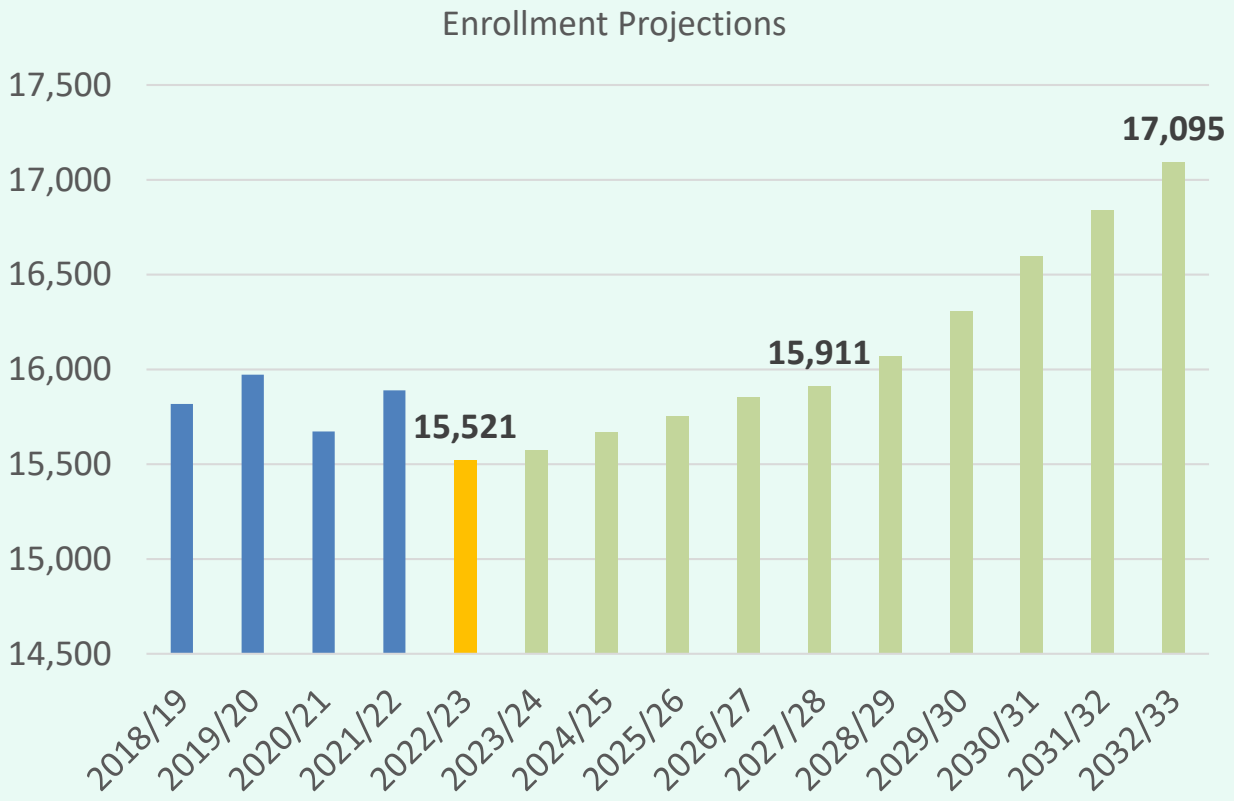
Ten Year Forecast by Campus

Campus	Functional Capacity	Max Capacity	Fall 2022/23	ENROLLMENT PROJECTIONS 2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33
CIBOLO VALLEY EL	891	1,200	761	750	752	767	816	869	910	925	936	950	968
GREEN VALLEY EL	673	924	586	576	549	536	535	559	574	585	593	594	591
NORMA PASCHAL EL	673	924	603	600	588	600	602	618	625	628	630	627	623
ROSE GARDEN EL	891	1,200	899	963	1,010	1,062	1,099	1,149	1,201	1,254	1,292	1,333	1,368
SCHERTZ EL	675	1,102	671	684	688	683	699	701	701	694	686	670	657
SIPPEL EL	675	1,058	742	749	745	771	802	845	873	904	927	953	998
WATTS EL	673	924	593	586	591	599	618	641	656	671	679	680	688
WIEDERSTEIN EL	675	1,058	551	571	606	655	690	728	745	762	776	778	788
ELEMENTARY TOTALS			5,406	5,478	5,528	5,673	5,860	6,110	6,285	6,423	6,519	6,585	6,682
Elementary Percent Change			-3.40%	1.34%	0.91%	2.62%	3.29%	4.27%	2.86%	2.20%	1.49%	1.01%	1.46%
Elementary Absolute Change			-190	72	50	145	187	250	175	138	96	66	96
JORDAN INT	810	1,000	716	775	827	822	857	844	859	932	977	1,030	1,056
SCHLATHER INT	810	1,200	750	723	776	769	703	642	642	703	746	788	800
WILDER INT	810	1,250	734	734	732	742	756	726	723	758	775	800	808
INTERMEDIATE TOTALS			2,200	2,232	2,335	2,333	2,316	2,212	2,224	2,393	2,498	2,618	2,664
Intermediate Percent Change			-6.18%	1.45%	4.61%	-0.09%	-0.73%	-4.49%	0.54%	7.60%	4.39%	4.80%	1.76%
Intermediate Absolute Change			-145	32	103	-2	-17	-104	12	169	105	120	46

Ten Year Forecast by Campus

Campus	Functional Capacity	Max Capacity	Fall 2022/23	ENROLLMENT PROJECTIONS 2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33
DOBIE JH	1,300	1,540	1,348	1,311	1,235	1,242	1,329	1,319	1,267	1,193	1,204	1,312	1,386
CORBETT JH	1,080	1,500	1,188	1,097	1,066	1,093	1,105	1,121	1,145	1,105	1,112	1,181	1,220
JUNIOR HIGH SCHOOL TOTALS			2,536	2,408	2,301	2,335	2,434	2,440	2,412	2,298	2,316	2,493	2,606
Junior High School Percent Change			-2.65%	-5.05%	-4.44%	1.48%	4.24%	0.25%	-1.15%	-4.73%	0.78%	7.64%	4.53%
Junior High School Absolute Change			-69	-128	-107	34	99	6	-28	-114	18	177	113
CLEMENS HS	2,700	3,300	2,544	2,613	2,626	2,566	2,513	2,454	2,433	2,484	2,524	2,491	2,530
STEELE HS	2,160	3,200	2,716	2,723	2,761	2,726	2,609	2,576	2,595	2,591	2,621	2,533	2,494
ALSELC			119	119	119	119	119	119	119	119	119	119	119
HIGH SCHOOL TOTALS			5,379	5,455	5,506	5,411	5,241	5,149	5,147	5,194	5,264	5,143	5,143
High School Percent Change			0.65%	1.41%	0.93%	-1.73%	-3.14%	-1.76%	-0.04%	0.91%	1.35%	-2.30%	0.00%
High School Absolute Change			35	76	51	-95	-170	-92	-2	47	70	-121	0
DISTRICT TOTALS			**15,521**	**15,573**	**15,670**	**15,752**	**15,851**	**15,911**	**16,068**	**16,308**	**16,597**	**16,839**	**17,095**
District Percent Change			-2.32%	0.34%	0.62%	0.52%	0.63%	0.38%	0.98%	1.50%	1.77%	1.46%	1.52%
District Absolute Change			369	52	97	82	99	60	157	240	289	242	255

Key Takeaways



- Schertz-Cibolo-Universal City ISD experienced record high new home closings in 4Q22
- The district has 23 actively building subdivisions with over 1,800 lots available to build on
- SCUCISD has 7 future subdivisions with approx. 7,000 lots in the planning stages
- Groundwork is underway on more than 1,140 lots within 12 subdivisions
- Five year enrollment could exceed 15,900

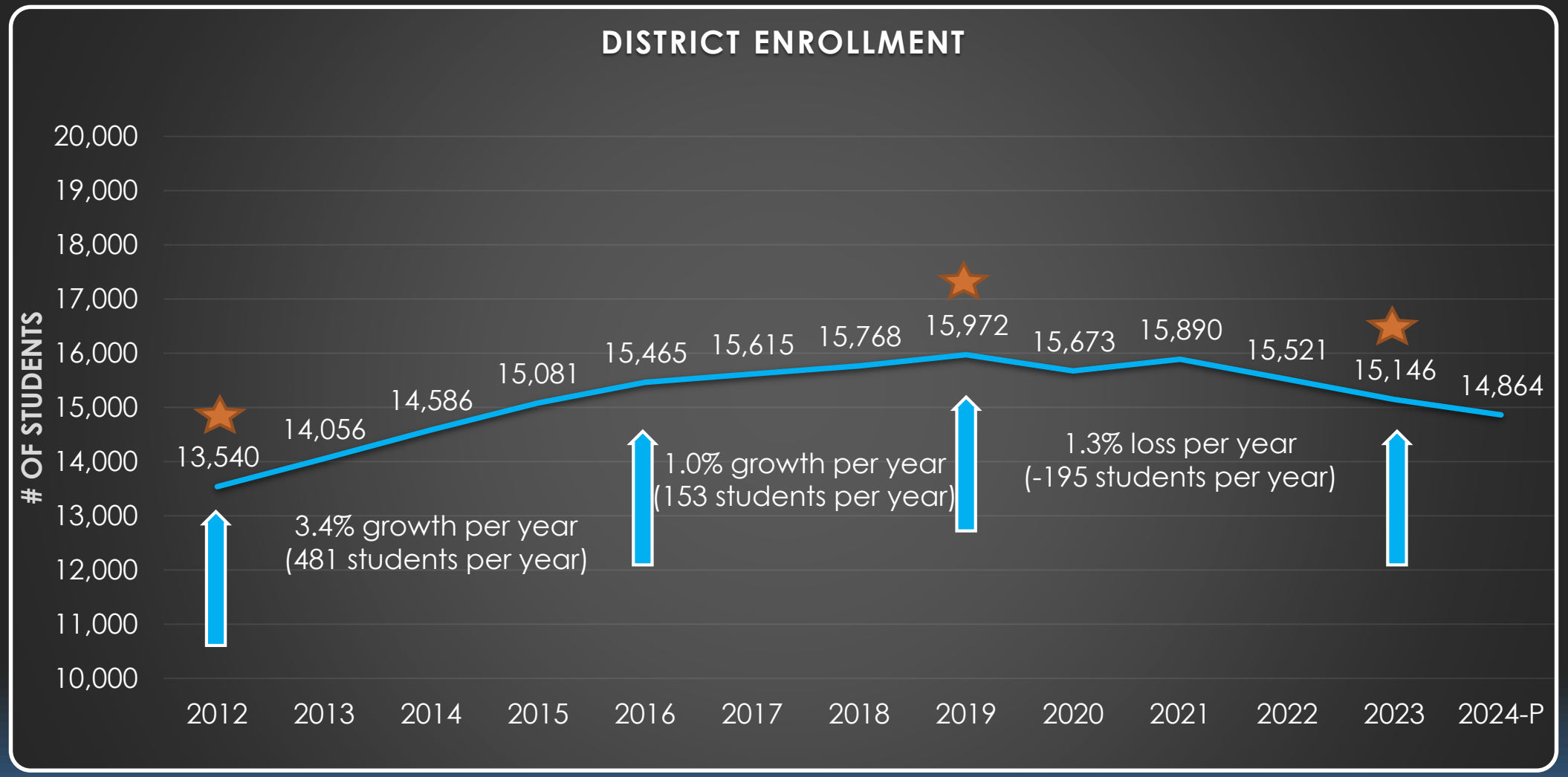
SCHERTZ - CIBOLO - UNIVERSAL CITY ISD

10 YEAR CAMPUS FORECASTING

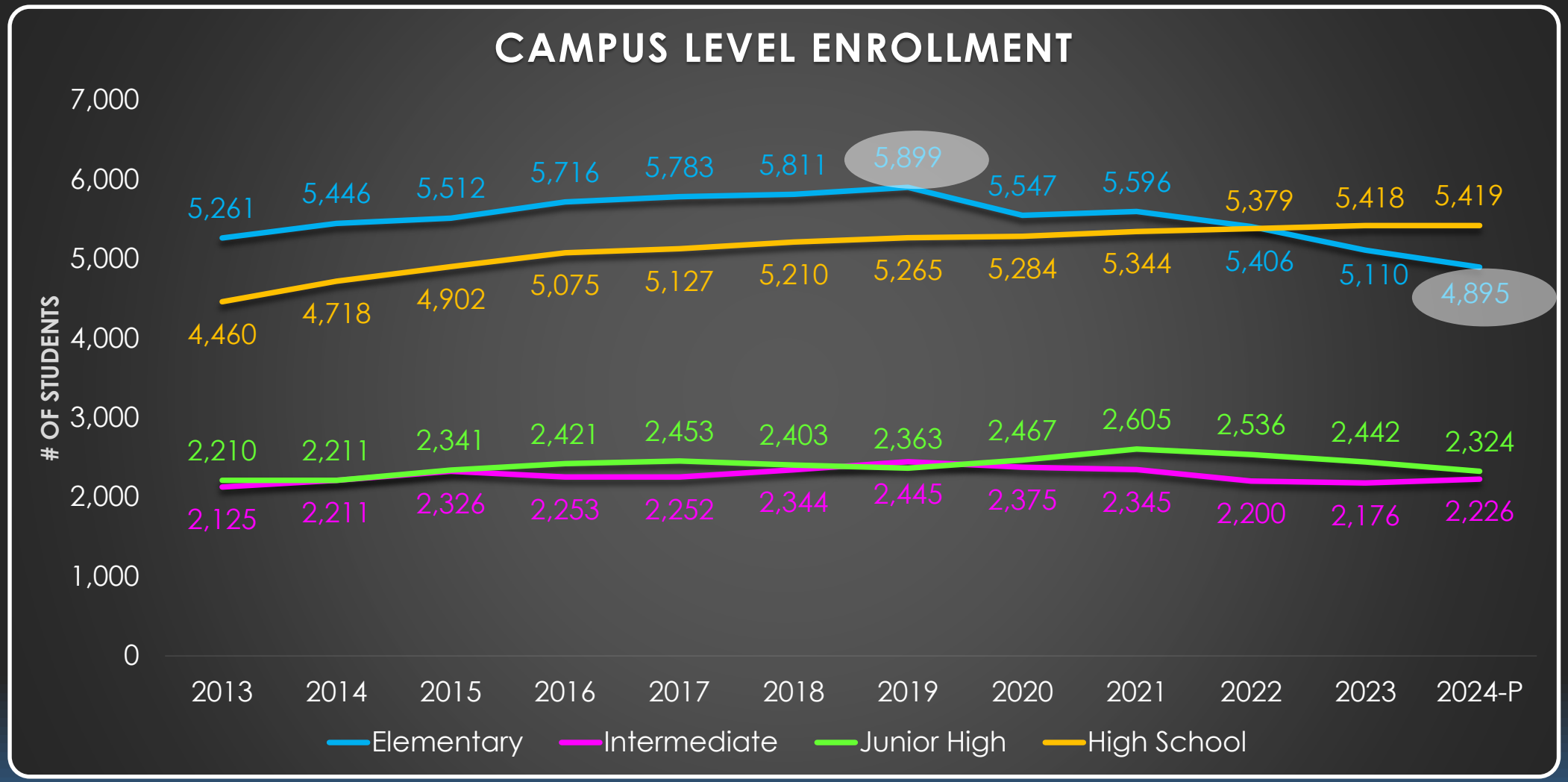
FORECASTING CONSIDERATIONS

- Enrollment
  - Historical Trends
  - Projections
  - Transfers to Charters and Other ISDs
- Campus Capacity
- Bonding Capacity

HISTORICAL ENROLLMENT



HISTORICAL ENROLLMENT BY CAMPUS LEVEL



ENROLLMENT HISTORY BY LEVEL – OCTOBER

- 2019 to 2023 Enrollment Decrease
  - High School enrollment has remained strong
  - We have added 154 High School students since 2019
  - And Junior High has only lost 39 students since 2019
- Elementary is where we have felt the largest drop in enrollment
  - Specifically, 918 students lost since 2019
  - and 219 students lost at the intermediate level.

STUDENT TRANSFERS

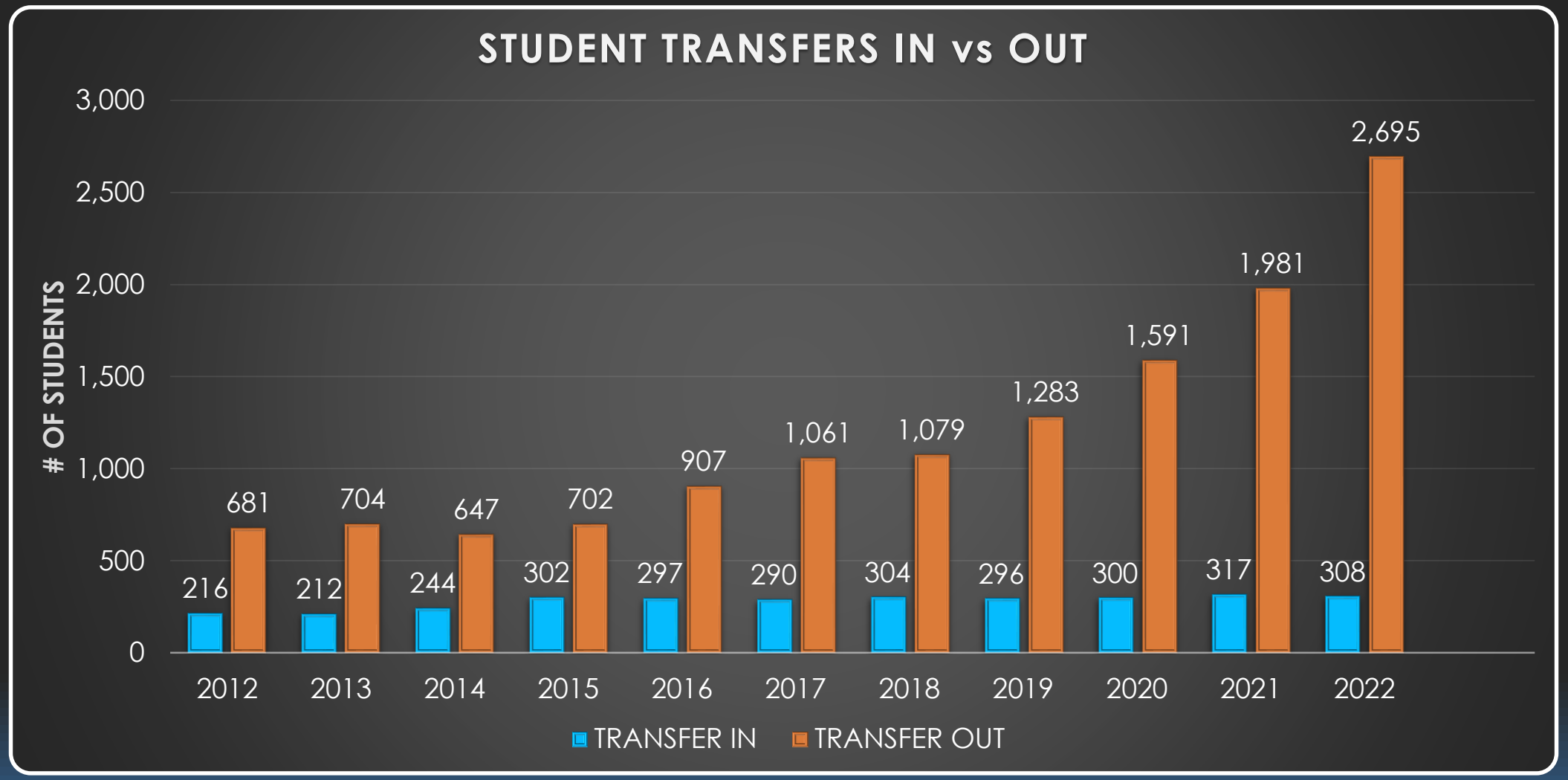
PEIMS YEAR	TRANSFER IN	TRANSFER OUT	DIFFERENCE
2012	216	681	-465
2013	212	704	-492
2014	244	647	-403
2015	302	702	-400
2016	297	907	-610
2017	290	1061	-771
2018	304	1079	-775
2019	296	1283	-987
2020	300	1591	-1291
2021	317	1981	-1664
2022	308	2695	-2387
2023	Data available in March		

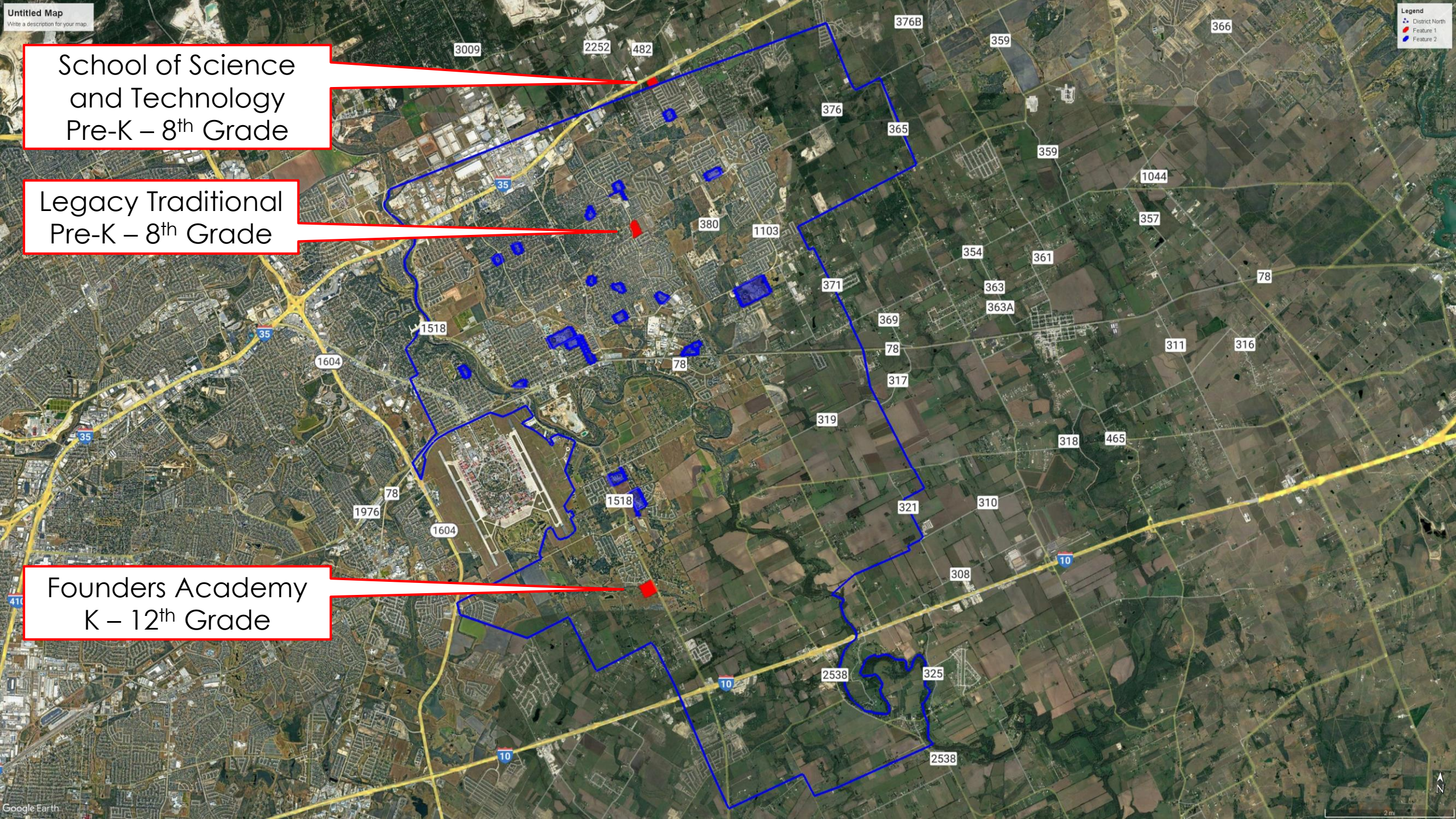
First Year of Founders Charter School →

First Year of School of Science and Technology →

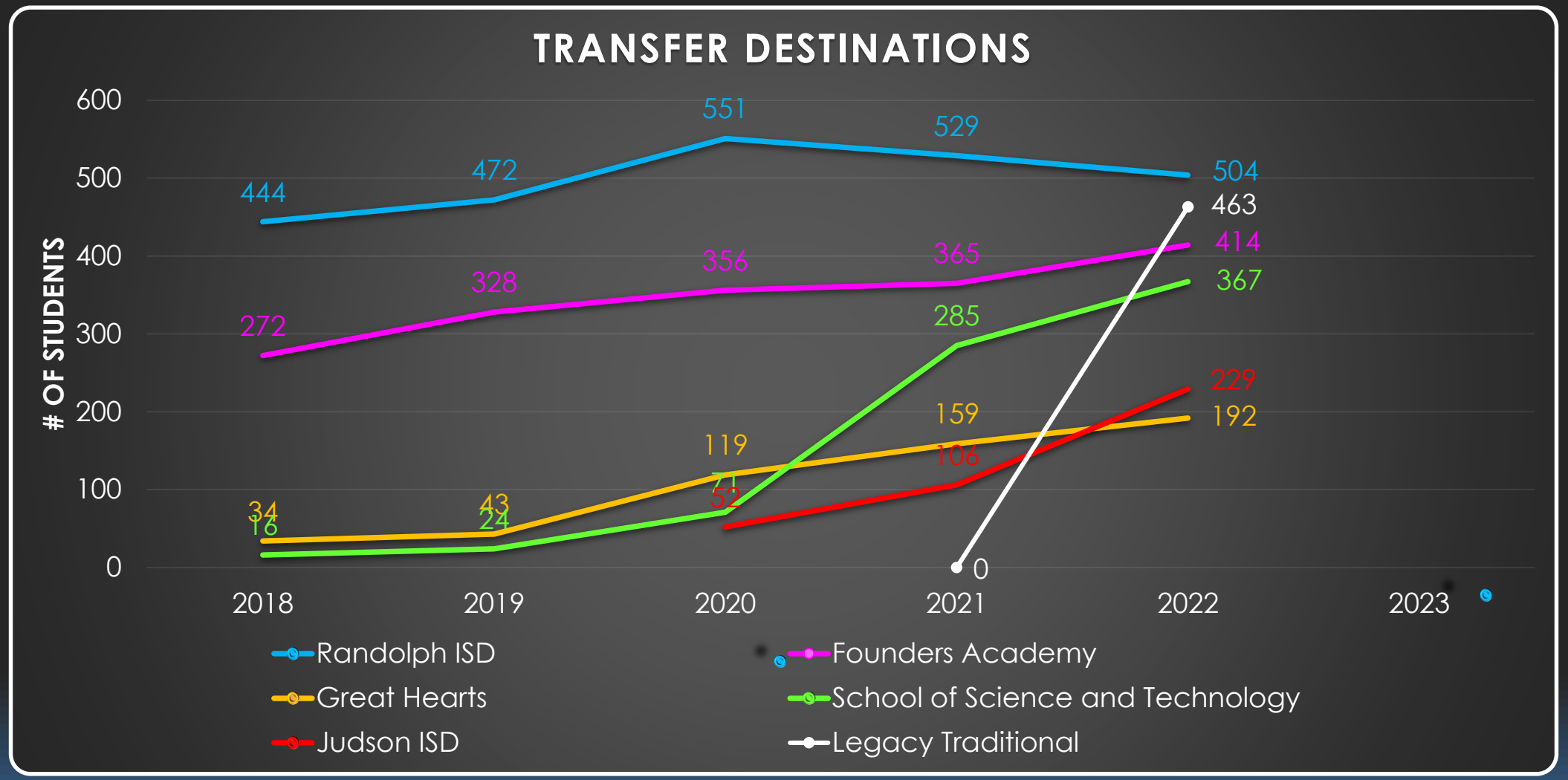
First Year of Legacy Traditional School →

STUDENT TRANSFERS IN VS. OUT

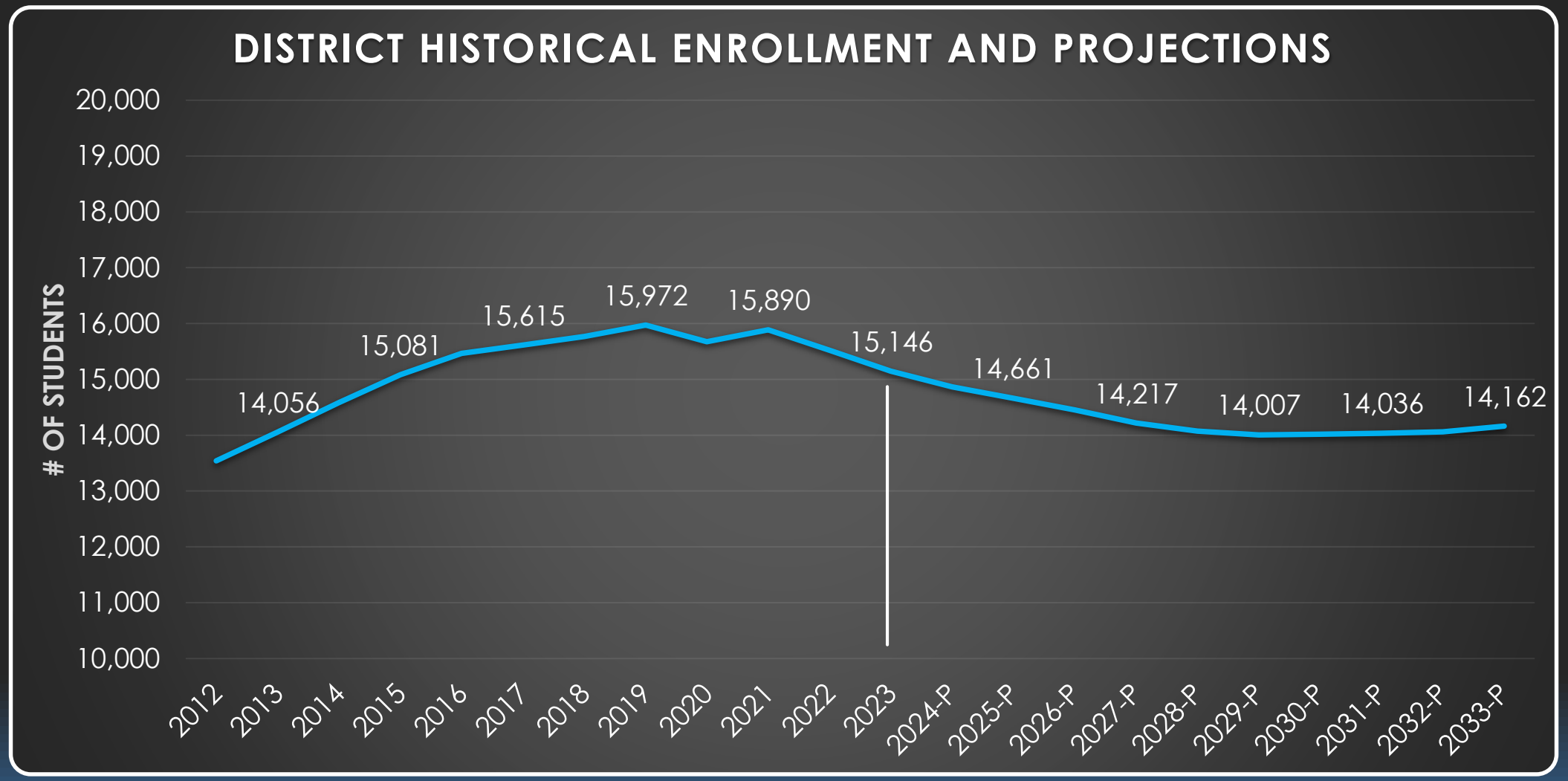



Untitled Map
Write a description for your map.
School of Science and Technology Pre-K – 8th Grade
Legacy Traditional Pre-K – 8th Grade
Founders Academy K – 12th Grade
Legend
District North
Feature 1
Feature 2
3009
2252
482
376B
359
366
376
365
359
1044
380
1103
357
354
361
78
371
363
363A
369
78
1518
1604
78
317
311
316
319
318
465
78
1976
1518
1604
321
310
308
2538
325
2538
35
10
Google Earth
N

MAIN DESTINATIONS FOR TRANSFERS OUT



SO, HOW MANY STUDENTS WILL WE HAVE IN THE FUTURE?



ENROLLMENT PROJECTIONS

- Over the next 6 years our District is projected to lose on average 1.3% of our enrollment annually.
  - Resulting in the potential decline in enrollment of another 1,139 students over the same period
  - Larger graduating classes continue to be replaced with smaller Pre-K and Kinder
  - Growth in Charter enrollment is likely to contribute to the smaller elementary class sizes

PEIMS YEAR	PROJECTED ENROLLMENT	GROWTH (DECLINE)	PERCENTAGE CHANGE
2023	15,146	-375	-2.42%
2024-P	14,864	-282	-1.86%
2025-P	14,661	-203	-1.37%
2026-P	14,451	-210	-1.43%
2027-P	14,217	-234	-1. 62%
2028-P	14,073	-144	-1.01%
2029-P	14,007	-66	-0.47%
2030-P	14,017	10	0.07%
2031-P	14,036	19	0.14%
2032-P	14,059	22	0.16%
2033-P	14,162	103	0.73%

ENROLLMENT PROJECTIONS

- Beginning in 2030 the district is expected to begin adding students
  - Incoming elementary enrollment and graduating classes begin to reach a balance
  - In 2033 we are projected to return to the enrollment we had in 2013

PEIMS YEAR	PROJECTED ENROLLMENT	GROWTH (DECLINE)	PERCENTAGE CHANGE
2023	15,146	-375	-2.44%
2024-P	14,864	-282	-1.86%
2025-P	14,661	-203	-1.37%
2026-P	14,451	-210	-1.43%
2027-P	14,217	-234	-1. 62%
2028-P	14,073	-144	-1.01%
2029-P	14,007	-66	-0.47%
2030-P	14,017	10	0.07%
2031-P	14,036	19	0.14%
2032-P	14,059	22	0.16%
2033-P	14,162	103	0.73%

WHY HAS IT BECOME SO HARD TO PROJECT ENROLLMENT?

- Prior to COVID and area Charter Schools, SCUC was essentially the only option for parents moving into our growing community.
  - When projecting growth, birth rates and housing growth were the only two major variables we had to consider.
- Beginning 2017 with the first area Charter School, parents began to exercise their choice.
  - with COVID we saw virtual learning enter the game and homeschooling became more prevalent
  - Our community also continued to experience aging in place
- Projecting enrollment is much more difficult with these added variables.

FORECASTING CONSIDERATIONS

- Enrollment
  - Historical Trends
  - Projections
  - Transfers to Charters and Other ISDs
- Campus Capacity

UNDERSTANDING CAMPUS CAPACITY

- Design Capacity
  - Capacity of a campus as architecturally designed with every full-size classroom at full capacity
  - Ex. Sippel Elementary has a design capacity of 750 students
- Functional Capacity
  - Design capacity of a campus minus 10% to account for special programs on a campus that reduce the capacity of a full-size classroom
  - Ex. Sippel Elementary has a functional capacity of 675 students
- Maximum Capacity
  - Campus capacity considering the addition of portable classroom buildings to the design capacity and the number of students the common areas of the campus can support
  - Ex. Sippel Elementary has a maximum capacity of 1058 students

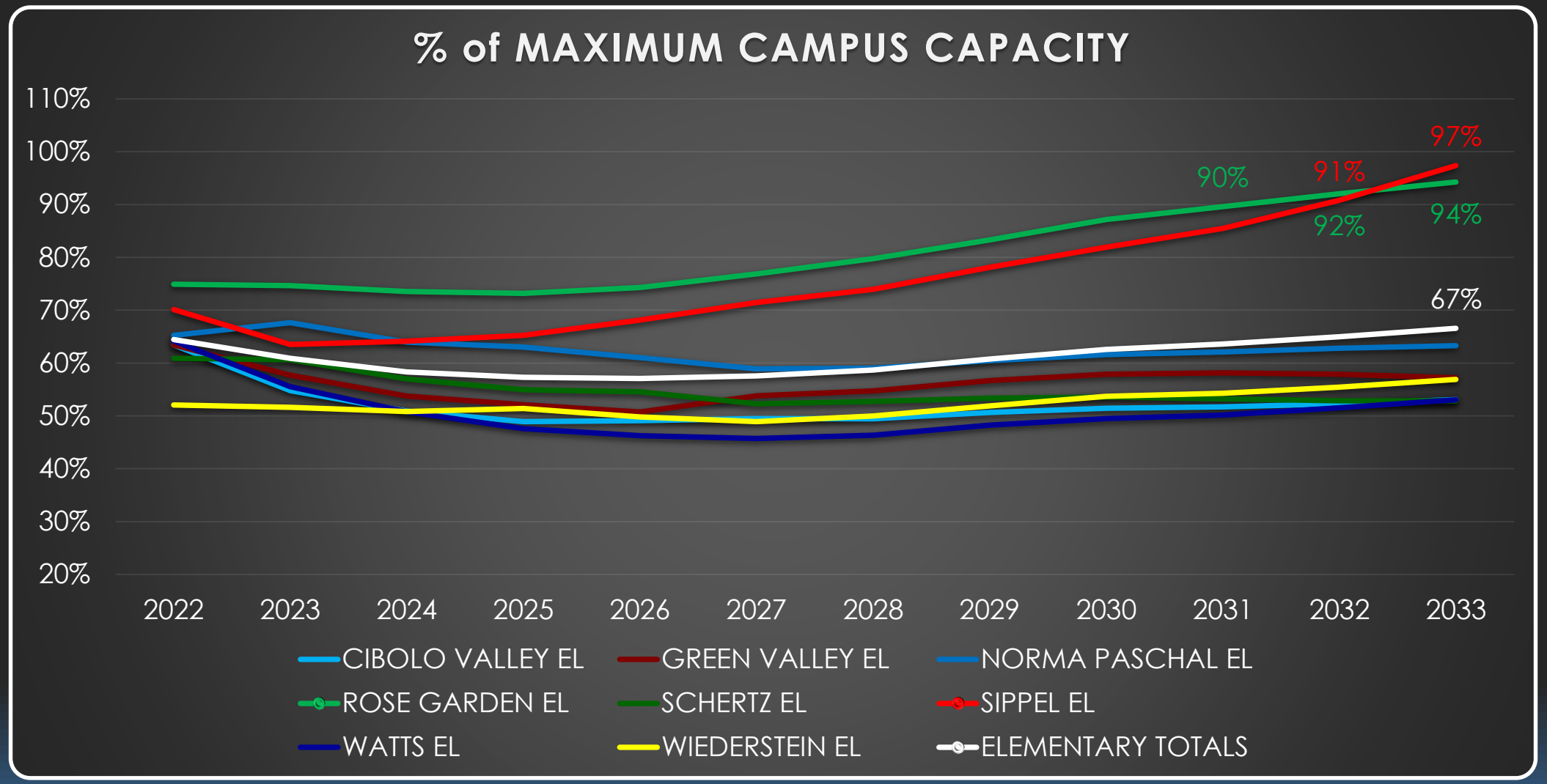
PLANNING USING OUR MAXIMUM CAPACITY

- We begin considering the use of **CAPACITY RELIEF TOOLS** when a campus reaches **90%** of its maximum capacity. The District has several tools at our disposal
- Tools to **REDUCE/MAINTAIN THE ENROLLMENT** of a campus include:
  - Capping enrollment of the campus to new students
  - Moving special programs to campuses with lower enrollments
- Tools to **BALANCE THE ENROLLMENT** at campuses include:
  - Rezoning the attendance boundaries
- Tools to **INCREASE THE CAPACITY** of the campus/district include:
  - Adding portable classroom buildings
  - Adding to or renovating the existing building
  - Building a new campus to the district

ELEMENTARY CAPACITIES

Campus	Functional Capacity	Max Capacity	Previous Year	Current PEIMS	ENROLLMENT PROJECTIONS									
			2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
CIBOLO VALLEY EL	891	1,200	761	657	611	587	589	594	594	608	617	620	627	637
% Max Capacity			63%	55%	51%	49%	49%	49%	49%	51%	51%	52%	52%	53%
GREEN VALLEY EL	673	924	586	533	497	482	469	497	506	524	535	537	535	529
% Max Capacity			63%	58%	54%	52%	51%	54%	55%	57%	58%	58%	58%	57%
NORMA PASCHAL EL	673	924	603	625	591	582	564	544	546	559	569	574	580	585
% Max Capacity			65%	68%	64%	63%	61%	59%	59%	60%	62%	62%	63%	63%
ROSE GARDEN EL	891	1,200	899	896	882	878	891	923	957	999	1,046	1,075	1,104	1,131
% Max Capacity			75%	75%	74%	73%	74%	77%	80%	83%	87%	90%	92%	94%
SCHERTZ EL	675	1,102	671	668	628	605	601	576	581	588	591	586	582	582
% Max Capacity			61%	61%	57%	55%	55%	52%	53%	53%	54%	53%	53%	53%
SIPPEL EL	675	1,058	742	672	679	690	721	756	782	827	867	904	961	1,030
% Max Capacity			70%	64%	64%	65%	68%	71%	74%	78%	82%	85%	91%	97%
WATTS EL	673	924	593	513	469	440	428	423	428	446	457	463	476	490
% Max Capacity			64%	56%	51%	48%	46%	46%	46%	48%	49%	50%	52%	53%
WIEDERSTEIN EL	675	1,058	551	546	538	544	527	517	529	549	568	574	587	602
% Max Capacity			52%	52%	51%	51%	50%	49%	50%	52%	54%	54%	55%	57%
ELEMENTARY TOTALS	5,826	8,390	5,406	5,110	4,895	4,808	4,790	4,830	4,922	5,099	5,250	5,335	5,453	5,587
% Max Capacity			64%	61%	58%	57%	57%	58%	59%	61%	63%	64%	65%	67%
Elementary Percent Change			-3.40%	-5.48%	-4.21%	-1.78%	-0.37%	0.83%	1.91%	3.59%	2.96%	1.63%	2.20%	2.46%
Elementary Absolute Change			-190	-296	-215	-87	-18	40	92	177	151	85	117	134

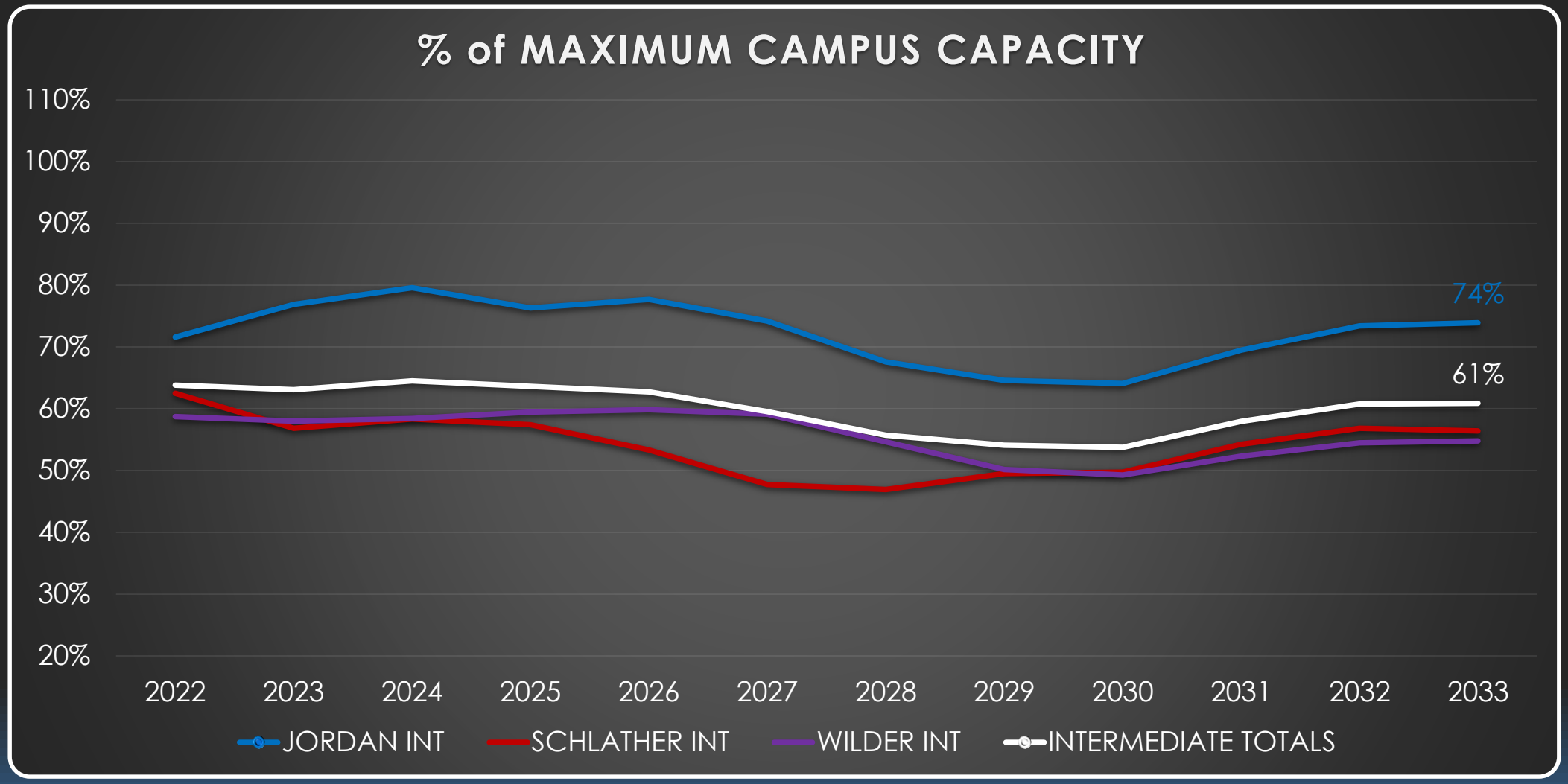
ELEMENTARY CAPACITIES



INTERMEDIATE CAPACITIES

Campus	Functional Capacity	Max Capacity	Previous Year	Current PEIMS	ENROLLMENT PROJECTIONS									
			2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
JORDAN INT	810	1,000	716	769	796	763	777	742	676	646	641	695	734	739
% Max Capacity			72%	77%	80%	76%	78%	74%	68%	65%	64%	70%	73%	74%
SCHLATHER INT	810	1,200	750	682	700	689	640	573	563	594	597	651	682	677
% Max Capacity			63%	57%	58%	57%	53%	48%	47%	50%	50%	54%	57%	56%
WILDER INT	810	1,250	734	725	730	743	748	739	683	627	616	654	681	685
% Max Capacity			59%	58%	58%	59%	60%	59%	55%	50%	49%	52%	54%	55%
INTERMEDIATE TOTALS		3,450	2,201	2,176	2,226	2,195	2,165	2,054	1,922	1,867	1,854	2,000	2,097	2,101
% Max Capacity			64%	63%	65%	64%	63%	60%	56%	54%	54%	58%	61%	61%
Intermediate Percent Change			-6.13%	-1.09%	2.30%	-1.39%	-1.37%	-5.13%	-6.43%	-2.86%	-0.70%	7.87%	4.85%	0.19%
Intermediate Absolute Change			-144	-24	50	-31	-30	-111	-132	-55	-13	146	97	4

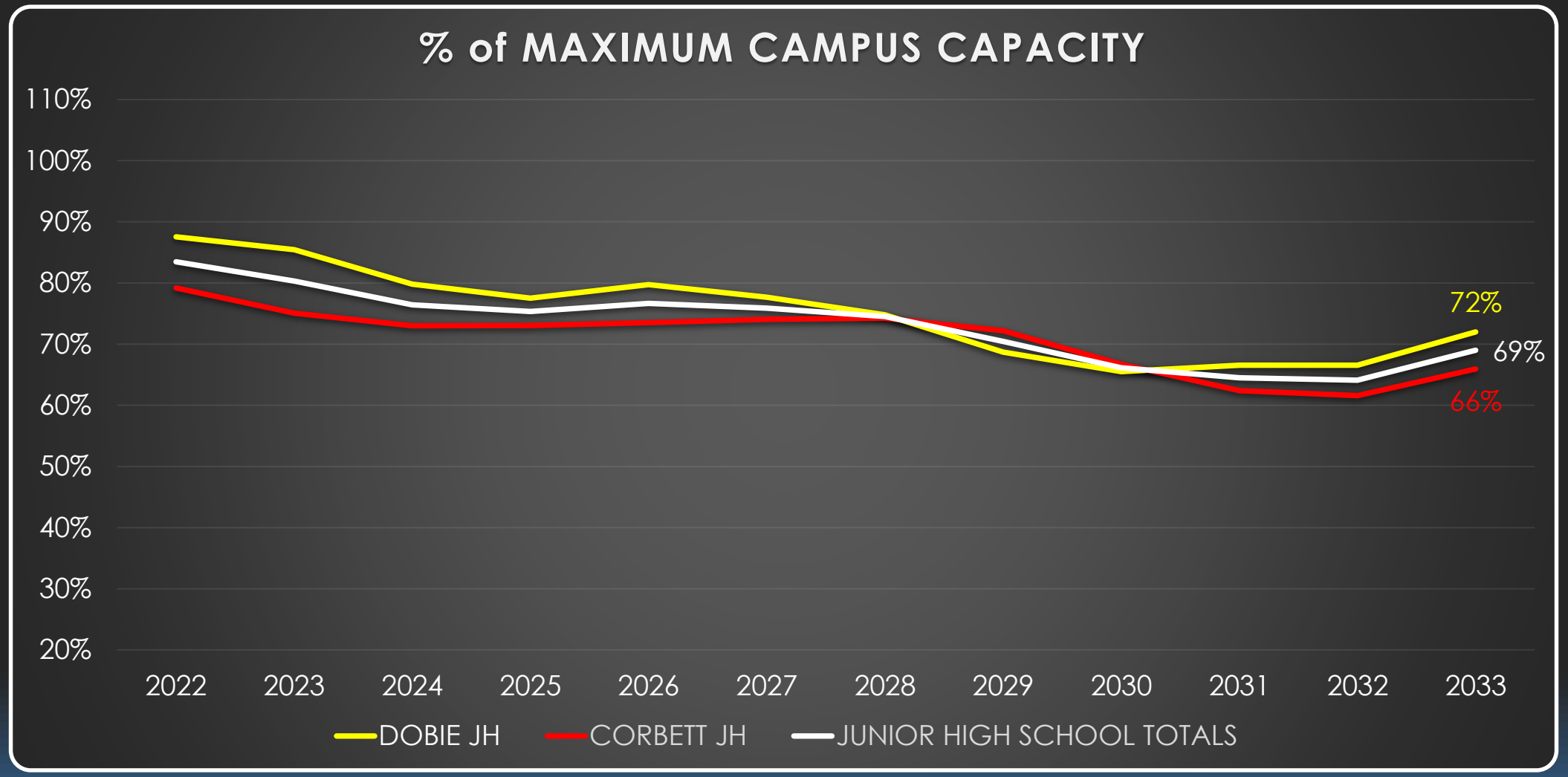
INTERMEDIATE CAPACITIES



JUNIOR HIGH CAPACITIES

Campus	Functional Capacity	Max Capacity	Previous Year	Current PEIMS	ENROLLMENT PROJECTIONS									
			2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
DOBIE JH	1,300	1,540	1,348	1,316	1,229	1,194	1,228	1,196	1,152	1,058	1,009	1,025	1,025	1,109
% Max Capacity			88%	85%	80%	78%	80%	78%	75%	69%	66%	67%	67%	72%
CORBETT JH	1,080	1,500	1,188	1,126	1,095	1,096	1,103	1,111	1,114	1,083	1,001	936	924	989
% Max Capacity			79%	75%	73%	73%	74%	74%	74%	72%	67%	62%	62%	66%
JUNIOR HIGH SCHOOL TOTALS		3,040	2,537	2,442	2,324	2,290	2,331	2,307	2,266	2,141	2,010	1,961	1,949	2,098
% Max Capacity			83%	80%	76%	75%	77%	76%	75%	70%	66%	65%	64%	69%
Junior High School Percent Change			-2.62%	-3.71%	-4.83%	-1.46%	1.79%	-1.03%	-1.78%	-5.52%	-6.12%	-2.44%	-0.61%	7.64%
Junior High School Absolute Change			-68	-94	-118	-34	41	-24	-41	-125	-131	-49	-12	149

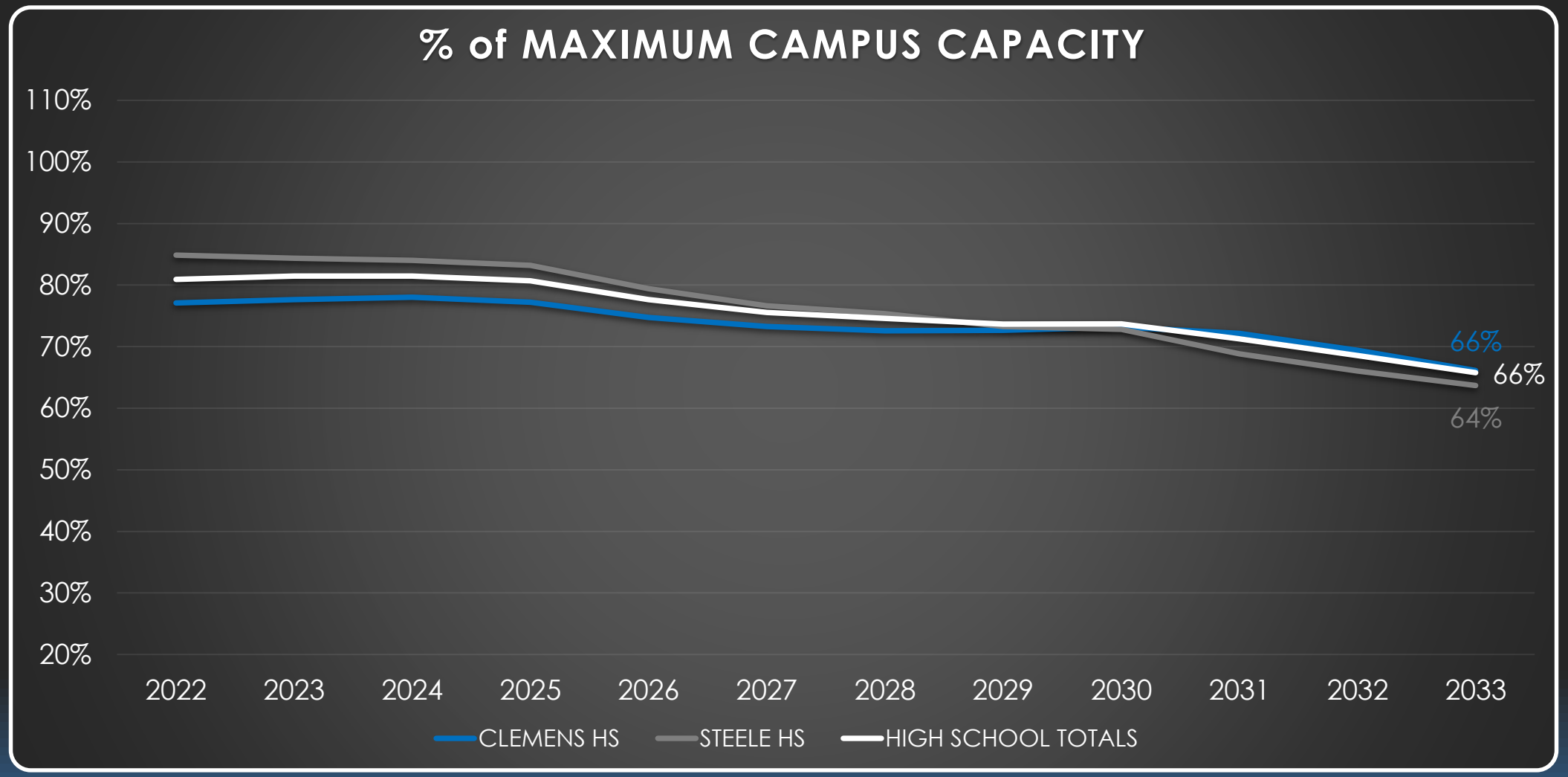
JUNIOR HIGH CAPACITIES



HIGH SCHOOL CAPACITIES

Campus	Functional Capacity	Max Capacity	Previous Year	Current PEIMS	ENROLLMENT PROJECTIONS									
			2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
CLEMENS HS	2,700	3,300	2,544	2,563	2,576	2,550	2,469	2,419	2,397	2,400	2,418	2,383	2,292	2,183
% Max Capacity			77%	78%	78%	77%	75%	73%	73%	73%	73%	72%	69%	66%
STEELE HS	2,160	3,200	2,716	2,700	2,688	2,663	2,541	2,452	2,411	2,345	2,330	2,202	2,113	2,038
% Max Capacity			85%	84%	84%	83%	79%	77%	75%	73%	73%	69%	66%	64%
HIGH SCHOOL TOTALS		6,650	5,381	5,418	5,419	5,368	5,165	5,026	4,963	4,900	4,903	4,740	4,560	4,376
% Max Capacity			81%	81%	81%	81%	78%	76%	75%	74%	74%	71%	69%	66%
High School Percent Change			0.69%	0.71%	0.02%	-0.94%	-3.78%	-2.69%	-1.25%	-1.27%	0.06%	-3.32%	-3.80%	-4.04%
High School Absolute Change			37	38	1	-52	-204	-137	-64	-63	3	-163	-180	-183

HIGH SCHOOL CAPACITIES



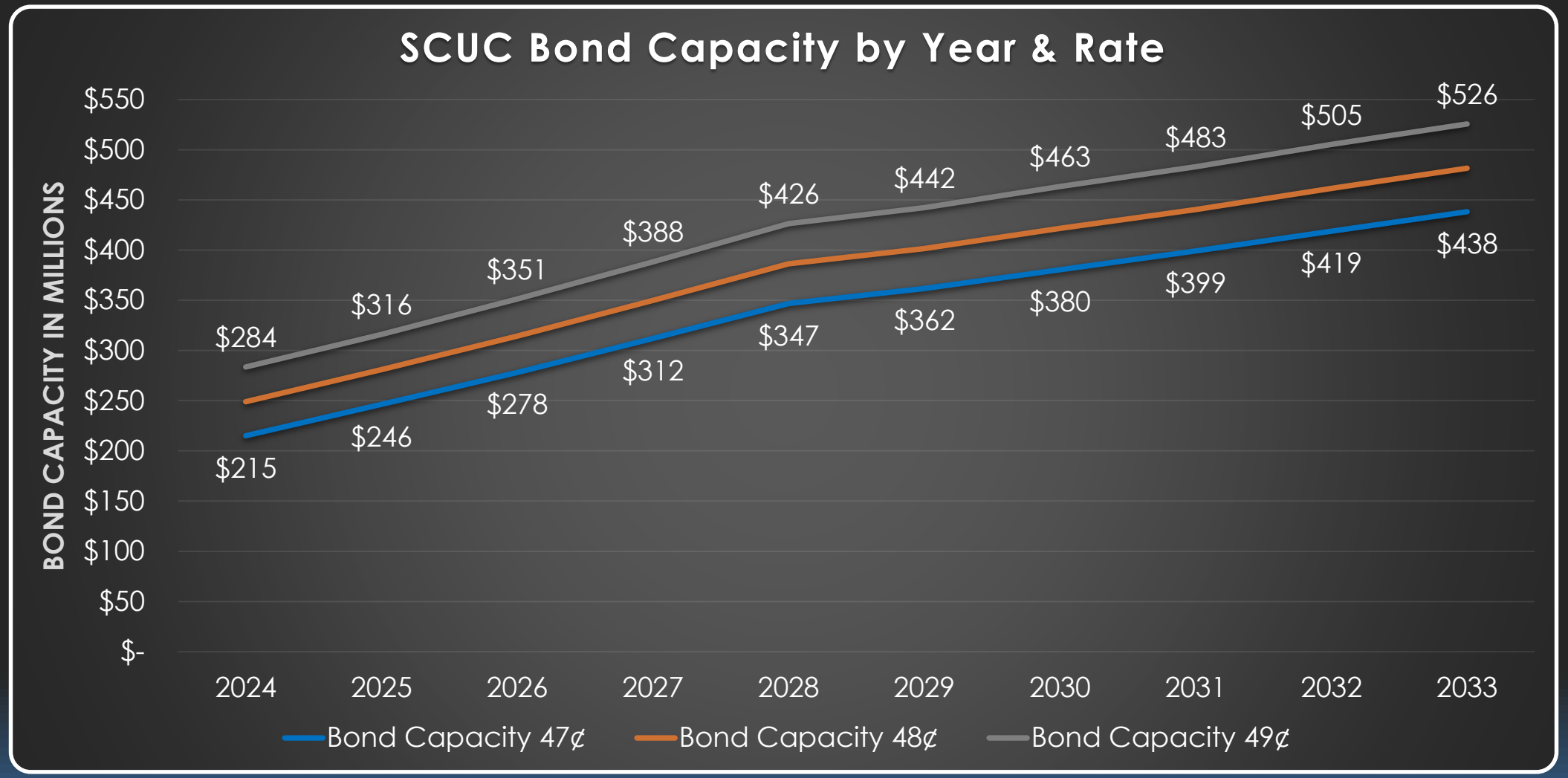
FORECASTING CONSIDERATIONS

- Enrollment
  - Historical Trends
  - Projections
  - Transfers to Charters and Other ISDs
- Campus Capacity
- Bonding Capacity

PROJECTING BONDING CAPACITY - SCUC

- Projecting Tax Revenue
  - Assumes NO refinancing for bond savings
    - Defeasing principal
  - Modest property value growth
    - 4.0% annual increase for 2024-2028
    - 2.0% annual increase for 2029-2033
- As debt is restructured and property values increase, we begin to have some bonding capacity
  - Capacity for additional debt is lower at first, more in later years
- Forecasting using three options for I&S Tax Rate
  - **$0.47** per $100 of valuation (Current), **$0.48** per $100 valuation, and **$0.49** per $100 valuation

PROJECTED AVAILABLE BOND DOLLARS



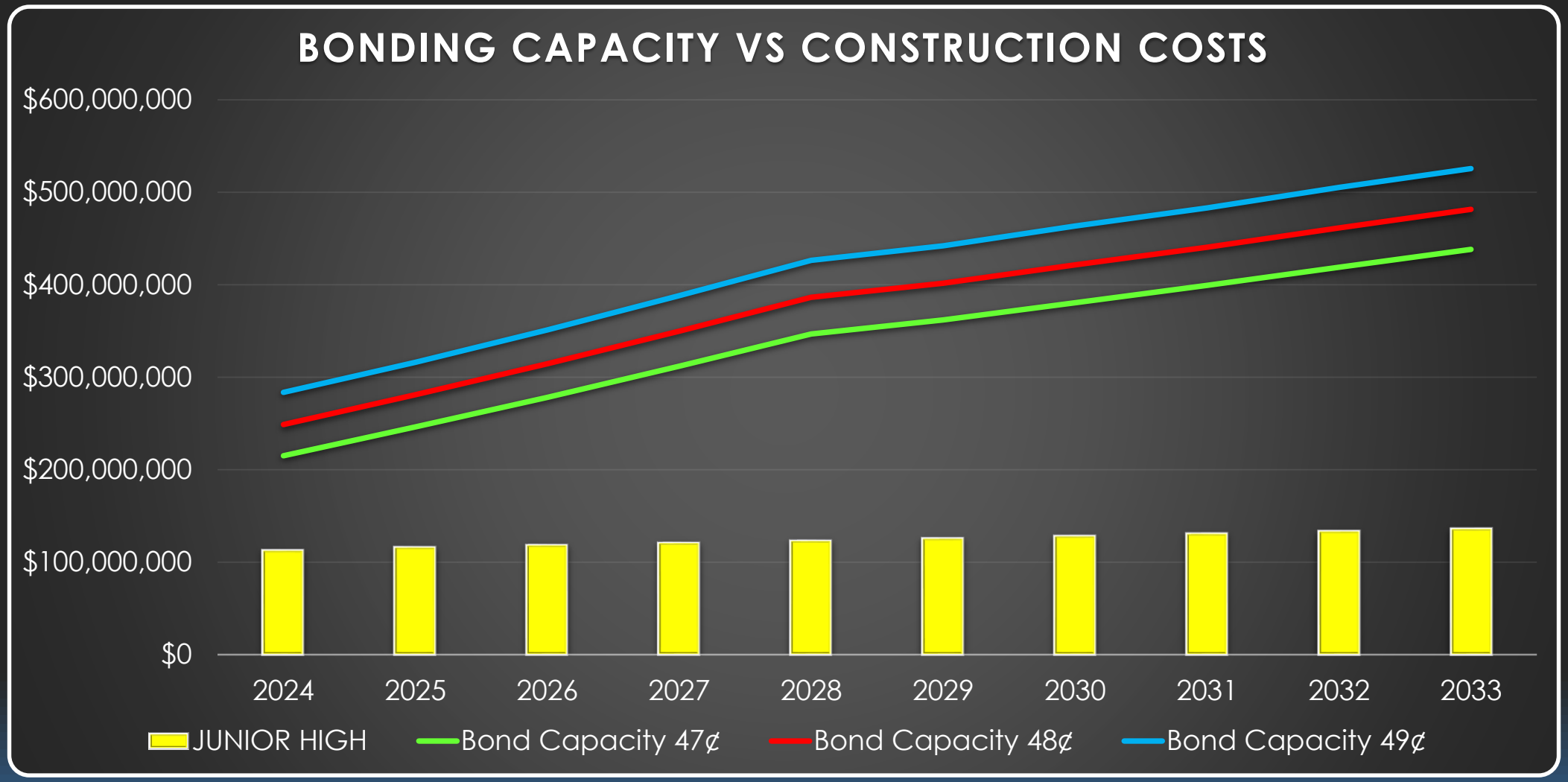
PROJECTING FACILITY COSTS - SCUC

- Projecting Future Costs of New Facilities
  - Fluctuating materials and labor costs make long-term projections difficult
  - The market has seen huge inflation over the last several years, but seems to have stabilized during 2023
    - 2020-2023 we experienced 7-15% inflation annually
  - Projecting past 2024
    - 3% annual inflation for 2024
    - 2% annual inflation for 2025 and beyond
- Construction Estimate Rules of Thumb – 2024 Dollars
  - High School - $235 Million
  - Junior High School - $113 Million
  - Intermediate/Elementary - $72 Million

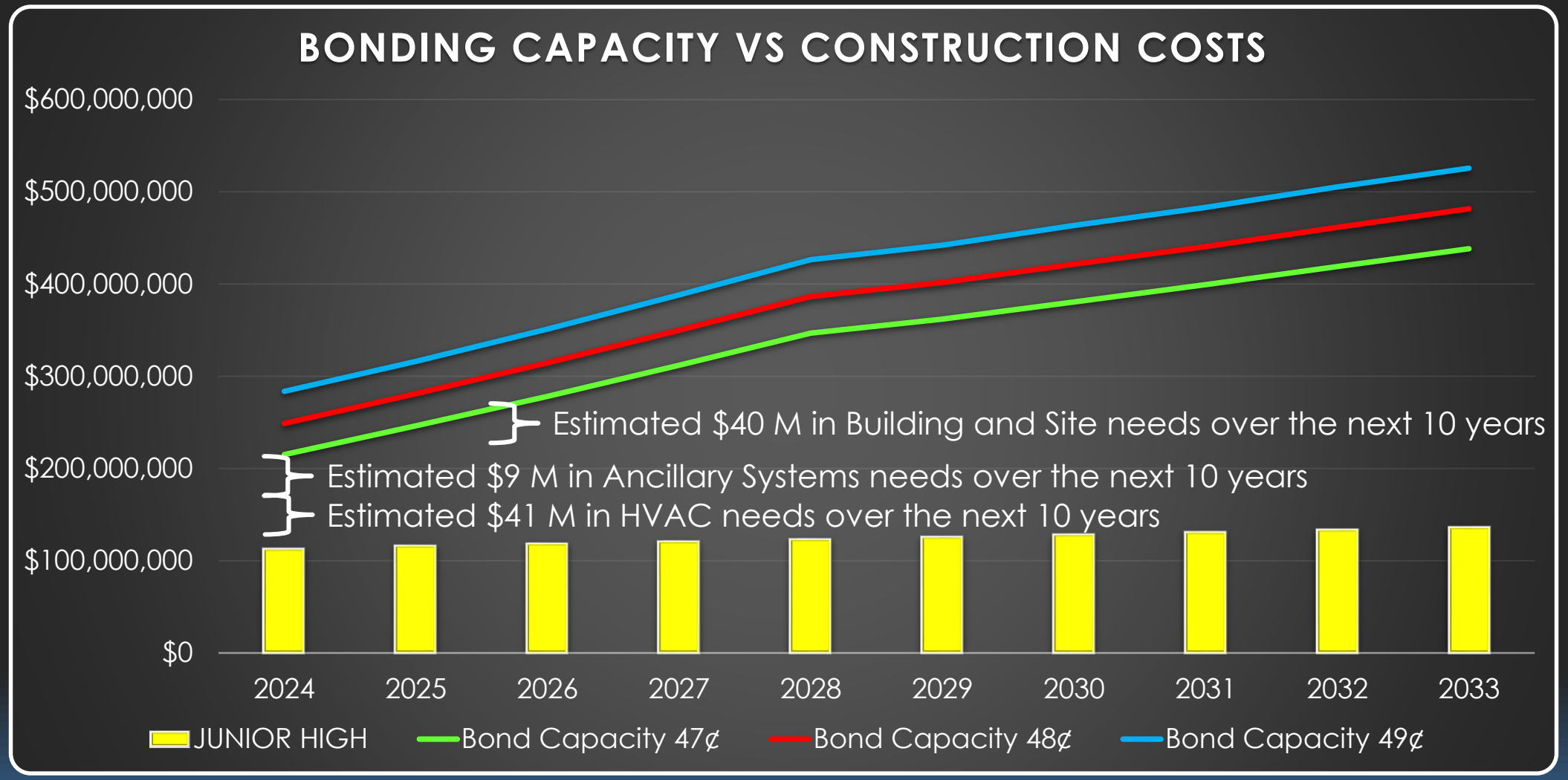
PROJECTING FACILITY COSTS - SCUC

YEAR	High School	Junior High	Elementary/ Intermediate
2024	$ 235,000,000	$ 113,000,000	$ 72,000,000
2025-P	$ 242,050,000	$ 116,390,000	$ 74,160,000
2026-P	$ 246,891,000	$ 118,717,800	$ 75,643,200
2027-P	$ 251,828,820	$ 121,092,156	$ 77,156,064
2028-P	$ 256,865,396	$ 123,513,999	$ 78,699,185
2029-P	$ 262,002,704	$ 125,984,279	$ 80,273,169
2030-P	$ 267,242,758	$ 128,503,965	$ 81,878,632
2031-P	$ 272,587,614	$ 131,074,044	$ 83,516,205
2032-P	$ 278,039,366	$ 133,695,525	$ 85,186,529
2033-P	$ 283,600,153	$ 136,369,435	$ 86,890,260
2034-P	$ 289,272,156	$ 139,096,824	$ 88,628,065

PROJECTED BOND CAPACITIES VS. CONSTRUCTION COSTS



PROJECTED BOND CAPACITIES VS. CONSTRUCTION COSTS



TAKE AWAYS….

- Student Enrollment/Projections
  - Prior to COVID-19 SCUC ISD's enrollment growth had slowed to 1% per year
  - COVID and the opening of charter schools has impacted district enrollment, especially at the younger grades
  - This multi-year impact is reducing our enrollment even with new housing
  - An average 1% annual decline in enrollment is forecasted for the next six years
- Capacity Relief Tools
  - We have multiple tools to help relieve our campuses once they surpass 90% of their max capacity and move closer to 100%
- With our projected enrollment declining, our attention must be focused on maintaining the infrastructure of our existing buildings and identifying future programmatic needs for our students
- We also need to consider if 2 Junior Highs continue to meet the needs of our District

QUESTIONS/COMMENTS



Ordinance 24-S-140

Zone Change from Pre-Development District (PRE) to Single Family Residential/ Agricultural District (R-A) | 1 acre

Daisy Marquez| Planner

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1 Acre

Bexar PID:308497

11639 Voges Pass

Existing: Undeveloped

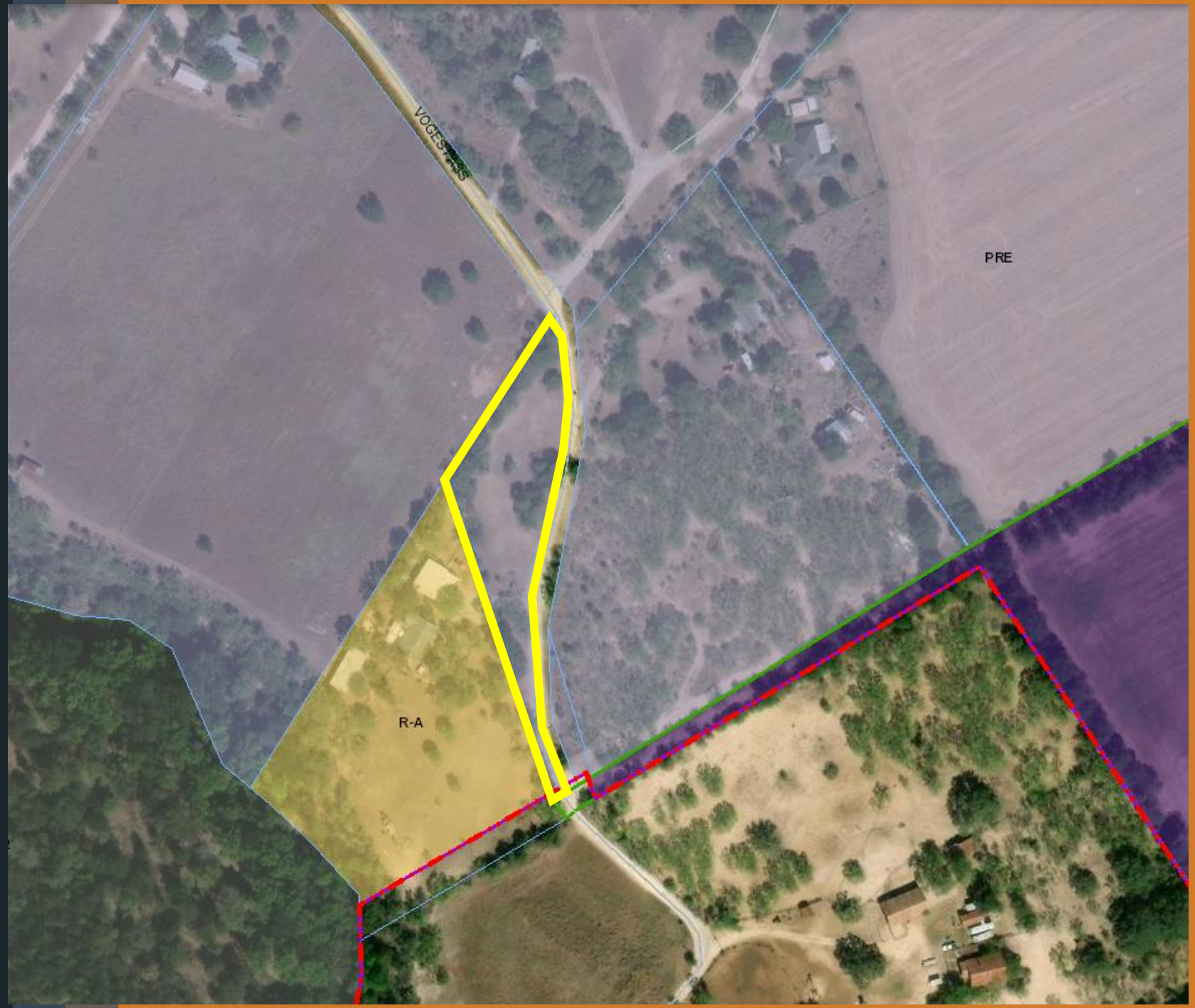
Existing Zoning:

Pre-Development District (PRE)

Proposed Zoning:

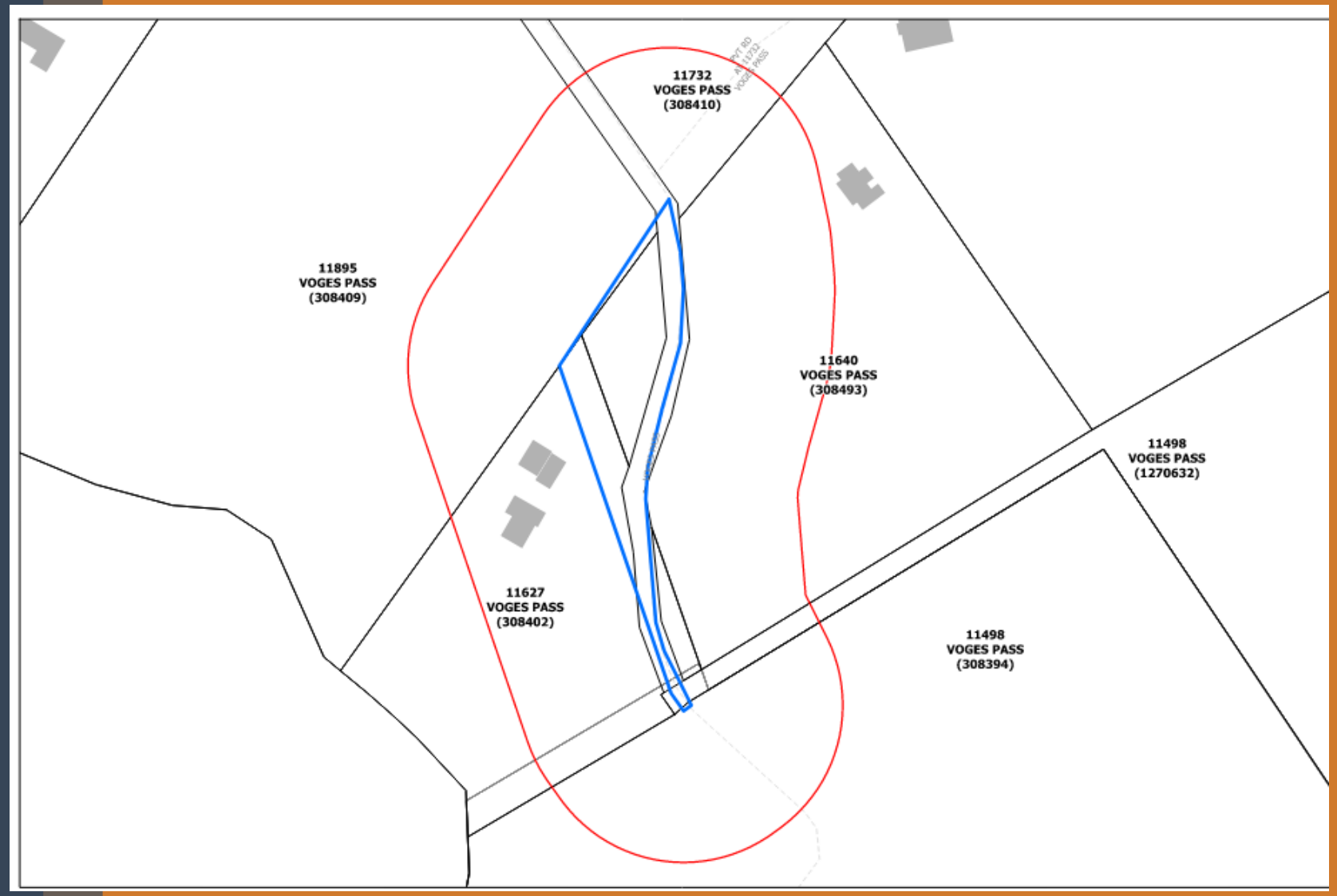
Single Family Residential/ Agricultural District (R-A)

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	Existing Zoning	Land Use
North	Pre-Development District (PRE)	Agricultural
South	Extraterritorial Jurisdiction (ETJ)	Agricultural
East	Pre-Development District (PRE)	Single-Family Home and Agricultural
West	Single-Family Residential / Agricultural District (R-A)	Single-Family Home and Agricultural

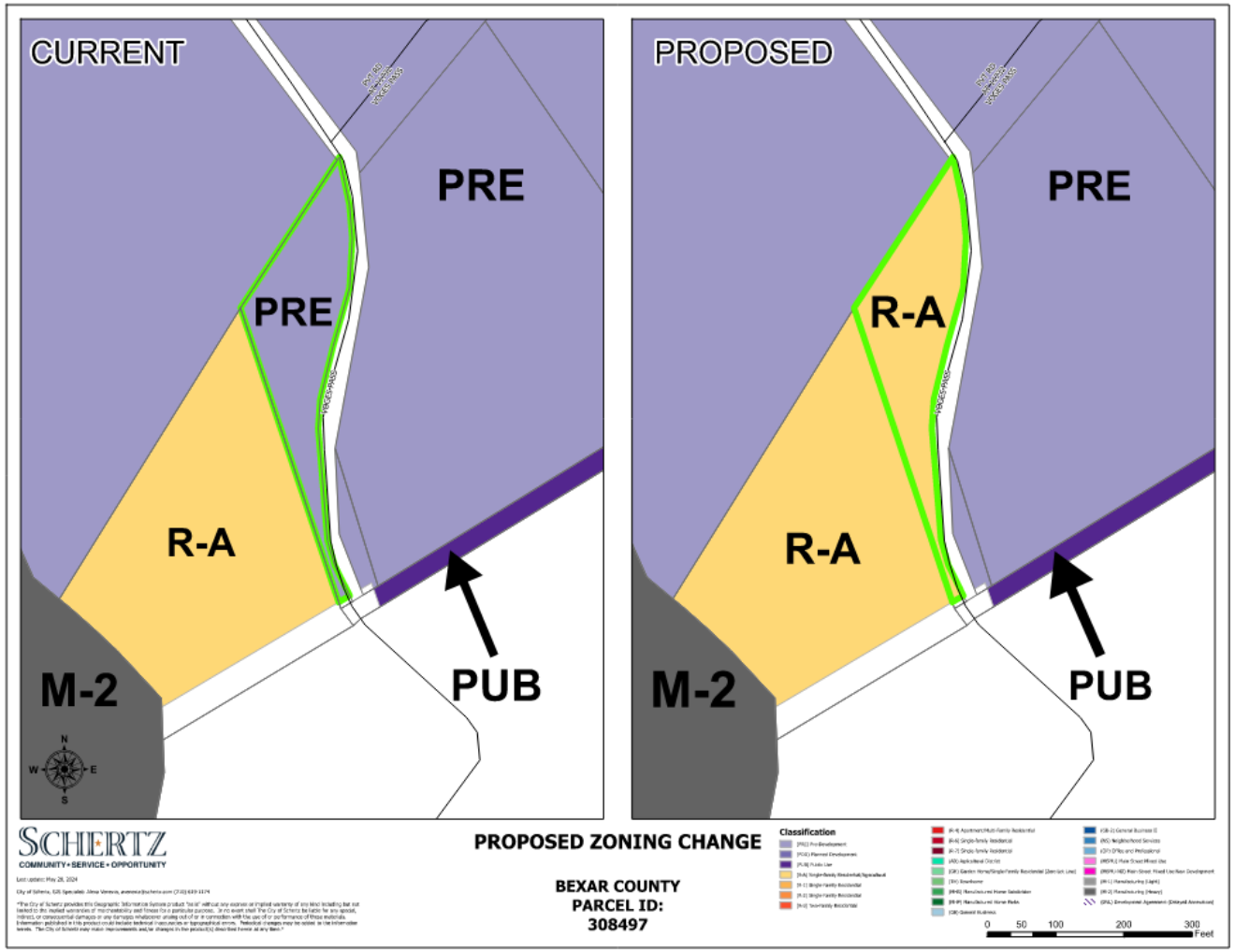
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- May 20, 2024, a total of 7 Public Hearing Notices were sent out.
- Responses Received:
  - 0 – Opposition,
  - 0-In Favor
  - 0-Neutral
- 1 sign was posted on the property.
- Posted in the “San Antonio Express” on June 12, 2024.
- Planning and Zoning Commission held a public hearing on June 5, 2024

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Proposed Zone Change

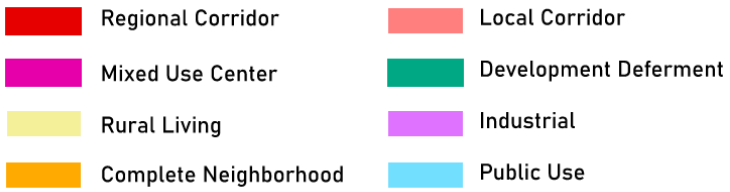


- UDC Section 21.5.4 states that a Zone Change is required to establish the use of land and the development associated with the proposed zoning classification for the purpose of establishing and maintaining sound, stable, and desirable development.
- The proposed zone change is for approximately 1 acre of land to Single-Family Residential/ Agricultural District (R-A).

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UDC SECTION 21.5.4.D Criteria for Approval





1. **Whether the proposed zone change or zoning map amendment implements the policies of the adopted Comprehensive Land Plan, including the land use classification of the property on the Future Land Use Map.**

- Yes, the proposed Single-Family Residential/ Agricultural District (R-A) does implement the policies of the Comprehensive Land Plan. The subject property is designated as Complete Neighborhood in the Comprehensive Land Use Plan - Future Land Use Map. The Complete Neighborhood Land Use Designation is identified as areas with a mixture of housing options and supporting land uses. Additionally, the Comprehensive Land Use Plan stipulates when considering appropriateness of housing density, factors such as roadway classification, and conflicts among land uses and buildings shall be considered.
- The subject property is currently undeveloped, unplatted, has access from a private road, and is surrounded by existing agricultural uses and agricultural homes. Due to the location of the subject property, the current zoning designations of surrounding properties, and access, the proposed Single-Family Residential/ Agricultural District (R-A) at the subject property does implement the policies of the Comprehensive Land Plan and the Complete Neighborhood Land Use Designation of the Future Land Use Map.

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UDC SECTION 21.5.4.D Criteria for Approval

2. Whether the proposed zoning change or zoning map amendment promotes the health, safety, or general welfare of the City and the safe, orderly, efficient and healthful development of the City.

Table 21.5.7.A
Dimensional Requirements for Residential Zoning Districts

		Minimum Lot Size Dimensions			Minimum Yard Setbacks				Miscellaneous Lot Requirements	
Code	Zoning District	Area Sq.Ft.	Width Ft.	Depth Ft.	Front Ft.	Side Ft.	Rear Ft.	Minimum Off-Street Parking Spaces	Max Height Ft.	Max Impervious Coverage
R-A	Single-Family Residential/ Agricultural District	21,780	-	-	25	25	25	2	35	50%

- As part of promoting health, safety, and welfare, the City should encourage development compatible with surrounding uses utilizing standards and transitional uses to alleviate negative impacts. The proposed Single-Family Residential/ Agricultural District (R-A) dimensional and development standards as stated in UDC Section 21.5.7.A of the Unified Development Code, are compatible with what is immediately in the surrounding area.

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UDC SECTION 21.5.4.D Criteria for Approval

3. Whether the uses permitted by the proposed change in zoning district classification and the standards applicable to such uses will be appropriate in the immediate area of the land to be reclassified;

- Yes, the uses permitted in Single-Family Residential/ Agricultural District (R-A) are appropriate within the immediate area of the land to be reclassified. The purpose and intent of the Single-Family Residential / Agricultural District (R-A) is to provide areas in which agricultural land may be held in such use for as long as is practical and reasonable with residences a minimum of half-acre in size, and where development is premature due to lack of utilities, capacity or services, as per UDC Section 21.5.5. A majority of the surrounding properties are zoned Pre-Development District (PRE) and are used for single family residential and agriculture.

UDC SECTION 21.5.4.D Criteria for Approval

4. Whether the proposed change is in accord with any existing or proposed plans for providing public schools, streets, water supply, sanitary sewers or other public services and utilities to the area;

- There is no existing development on the subject property. The applicant does not have any plans for development at this time. A public hearing notice was mailed to Schertz-Cibolo-Universal City Independent School District to notify them of the proposed zone change. Included as attachments are the most recent Demographic Report 3Q23 for SCUCISD as well as the most recent 10-Year Campus Forecasting Presentation.

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UDC SECTION 21.5.4.D Criteria for Approval

5. Whether there have been environmental and/or economical changes which warrant the requested change;

No, there have been no environmental or economic changes that warrant the requested zone change. The subject property has been designated as Pre-Development District (PRE) and was given this designation, like many other properties in the area and Southern Schertz, after its annexation.

6. Whether there is an error in the original zoning of the property for which the change is requested;

No, there was no error in the original zoning of the subject property. The Pre-Development District (PRE) zoning designation is intended as a placeholder as per UDC Section 21.5.5.A.

7. Whether all of the applicant's back taxes owed to the City have been paid in full;

All back taxes owed have been paid.

UDC SECTION 21.5.4.D Criteria for Approval

8. Whether other criteria are met, which, at the discretion of the Planning and Zoning Commission and the City Council, are deemed relevant and important in the consideration of the amendment.

- Staff has ensured all UDC requirements have been met for the proposed zone change, and at this time have not received any special consideration from the Planning and Zoning Commission or the City Council.

Recommendation

Staff Recommendation

The proposed zone change to Single-Family Residential/ Agricultural District (R-A) is compatible with the Comprehensive Land Use Plan - Future Land Use Map and is appropriate within the immediate area of the subject property, thus Staff recommends approval of Ordinance 24-S-140.

Planning and Zoning Commission

The Planning and Zoning Commission met on June 5, 2024, and made a recommendation of approval with a unanimous vote.

City Council

City Council met on July 2, 2024, and approved Ordinance 24-S-140 with a unanimous vote.

COMMENTS AND QUESTIONS

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Agenda No. 4.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**July 16, 2024**
Department:	**Planning & Community Development**
Subject:	**Ordinance 24-S-141 – Approving a request to rezone approximately 3.6 acres of land from Pre-Development District (PRE) to Single-Family Residential / Agricultural District (R-A), known as Comal County Property Identification Number 78940, more specifically known as 6691 FM 482, New Braunfels, Comal County, Texas. *Final Reading* (B.James/L.Wood/D.Marquez)**

BACKGROUND

The property owners are requesting to rezone approximately 3.6 acres of land to Single-Family Residential/ Agricultural District (R-A). The subject property is currently not platted and contains a residence.

On May 20, 2024, nine (9) public hearing notices were mailed to the surrounding property owners within a 200-foot boundary of the subject property. At the time of the staff report, one (1) response in favor, zero (0) responses neutral, and zero (0) responses in opposition have been received. A public hearing notice was published in the "San Antonio Express" on June 12, 2024. Additionally, one (1) sign was placed on the subject property by the applicant. The Planning and Zoning Commission held a public hearing for this item on June 5, 2024.

GOAL

The applicant is requesting to rezone approximately 3.6 acres from Pre-Development District (PRE) to Single-Family Residential/ Agricultural District (R-A).

COMMUNITY BENEFIT

It is the City's desire to promote the safe, orderly, efficient development and ensure compliance with the City's vision of future growth.

SUMMARY OF RECOMMENDED ACTION

When evaluating zone changes, staff uses the criteria listed in UDC Section 21.5.4.D. The criteria are listed below.

1. Whether the proposed zoning change or zoning map amendment implements the policies of the adopted Comprehensive Land Plan, including the land use classification of the property on the Future Land Use Map.

The subject property is designated as Local Corridor in the Comprehensive Land Plan - Future Land Use Map. Local Corridor is described as areas with commercial and entertainment along major thoroughfares with a development ratio of 20% Residential and 80% Non-Residential development.

Although Single-Family Residential/ Agricultural District (R-A) does not allow for commercial or entertainment uses, the subject property and immediate area consist of agricultural uses and rural

residences. The property is currently a residence, no development is being proposed, and the immediate area consists of agricultural uses, thus the Single-Family Residential/ Agricultural District (R-A) being requested is appropriate in this area as there is still a lack of development that meets the Local Corridor Land Use Designation. Additionally, the Comprehensive Land Use Plan stipulates that a percentage of residential areas could still exist in the Local Corridor Land Use Designation. In the future, if there is a proposed zone change to a more intense zoning district, that zoning district will be evaluated based on its implementation of the policies of the adopted Comprehensive Land Use Plan and Future Land Use Map.

2. Whether the proposed zoning change or zoning map amendment promotes the health, safety, or general welfare of the City and the safe, orderly, efficient and healthful development of the City;

As part of promoting health, safety, and welfare, the City should encourage development compatible with surrounding uses utilizing standards and transitional uses to alleviate negative impacts. The dimensional requirements for Single-Family Residential/ Agricultural District (R-A), as listed in Table 21.5.7.A of UDC Section 21.5.7, are compatible within the immediate area of the subject property. The subject property is approximately 3.6 acres and surpasses the minimum square footage required in the Single-Family Residential/ Agricultural District (R-A).

Table 21.5.7.A
Dimensional Requirements
Residential Zoning Districts

		Minimum Lot Size Requirements			***Minimum Yard Setbacks***					***Miscellaneous Lot Requirements***
Code	Zoning District	Area Sq.Ft.	Width Ft.	Depth Ft.	Front Ft.	Side Ft.	Rear Ft.	Minimum Off-Street Parking Spaces	Max Height	Max Impervious Coverage
R-A	Single-Family Residential/ Agricultural District	21,780	-	-	25	25	25	2	35	50%

The existing Pre-Development District (PRE) zoning, as per UDC Section 21.5.5, is only intended as a temporary designation for existing uses for newly annexed property, but no improvements, construction, or structures may be undertaken without obtaining a building permit. A building permit cannot be pulled without the proper zoning. The proposed zone change to Single-Family Residential/ Agricultural District (R-A), would allow the applicant to pull building permits to ensure safe and orderly development.

3. Whether the uses permitted by the proposed change in zoning district classification and the standards applicable to such uses will be appropriate in the immediate area of the land to be reclassified.

Yes, the uses permitted in Single-Family Residential/ Agricultural District (R-A) are appropriate in the immediate area of the land to be reclassified. The purpose and intent of the Single-Family Residential/ Agricultural District (R-A) is to provide areas in which agricultural land may be held in such use for as long as is practical and reasonable, with minimum half-acre lots, and where development may be premature due to lack of utilities, capacity or services, as per UDC Section 21.5.5.

4. Whether the proposed change is in accord with any existing or proposed plans for providing public schools, streets, water supply, sanitary sewers or other public services and utilities to the area;

The subject property utilizes an on-site septic system and is in the Green Valley CCN for water. FM 482 is a TXDOT road that is only two lanes, with one lane in each direction. Per the Master Thoroughfare Plan, FM 482 is identified as a principal arterial with a planned 120'-130' right-of-way width. In the current Master Thoroughfare Plan, Friesenhahn Lane is identified as a Commercial Collector A, with a proposed final 70-foot right-of-way width. Although no development is being proposed at this time, any proposed improvements or access points will need to be reviewed by the Texas Department of Transportation and the City of Schertz Engineering Department. A public hearing notice was mailed to Comal Independent School District to notify them of the proposed zone change.

5. Whether there have been environmental and/or economical changes which warrant the requested change.

No, there are no environmental or economic changes that warrant the requested zone change. The subject property was annexed into the City of Schertz in 2010 with Ordinance 10-A-19. The subject property currently has the Pre-Development District (PRE) zoning designation, which was meant to be a temporary designation for properties annexed into the City of Schertz as per UDC Section 21.5.5.A.

6. Whether there is an error in the original zoning of the property for which a change is requested.

No, there was no error in the original zoning of the property.

7. Whether all of the applicant's back taxes owed to the City have been paid in full.

All back taxes owed have been paid in full.

8. Whether other criteria are met, which, at the discretion of the Planning and Zoning Commission and the City Council are deemed relevant and important in the consideration of the amendment.

Staff has ensured all UDC requirements have been met for the proposed zone change application and at this time have not received special considerations from the Planning and Zoning Commission or City Council.

RECOMMENDATION

Staff Recommendation

The proposed zone change to Single-Family Residential/ Agricultural District (R-A) is compatible with the immediate area, thus Staff recommends approval of Ordinance 24-S-141.

Planning and Zoning Commission

The Planning and Zoning Commission met on Wednesday, June 5, 2024, and made a recommendation of approval to City Council by a unanimous vote.

City Council

The City of Schertz City Council met on July 2, 2024, and approved Ordinance 24-S-141 a unanimous vote.

Attachments

Ordinance 24-S-141 With Attachments
Aerial Exhibit
Public Hearing Notice Map
Public Hearing Responses
Property Description
City Council Presentation Slides

ORDINANCE NO. 24-S-141

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING THE OFFICIAL ZONING MAP BY REZONING APPROXIMATELY 3.6 ACRES OF LAND FROM PRE-DEVELOPMENT DISTRICT (PRE) TO SINGLE-FAMILY RESIDENTIAL/ AGRICULTURAL DISTRICT (R-A), KNOWN AS COMAL COUNTY PROPERTY IDENTIFICATION NUMBER 78940, MORE SPECIFICALLY KNOWN AS 6691 FM 482, SCHERTZ, COMAL COUNTY, TEXAS.

WHEREAS, an application to rezone approximately 3.6 acres of land from Pre-Development District (PRE) to Single-Family Residential/ Agricultural (R-A), known as Comal County Property Identification Number 78940, more specifically described as 6691 FM 482, and more specifically described in the Exhibit A and Exhibit B attached herein (herein, the "Property") has been filed with the City; and

WHEREAS, the City's Unified Development Code Section 21.5.4.D. provides for certain criteria to be considered by the Planning and Zoning Commission in making recommendations to City Council and by City Council in considering final action on a requested zone change (the "Criteria"); and

WHEREAS, on June 5, 2024, the Planning and Zoning Commission conducted a public hearing and, after considering the Criteria, made a recommendation to City Council of approval; and

WHEREAS, on July 2, 2024, the City Council conducted a public hearing and after considering the Criteria and recommendation by the Planning and Zoning Commission, determined that the requested zoning be approved as provided for herein.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

Section 1. The Property as shown and more particularly described in the attached Exhibit A and Exhibit B, is hereby zoned Single-Family Residential/ Agricultural District (R-A)

Section 2. The Official Zoning Map of the City of Schertz, described and referred to in Article 2 of the Unified Development Code, shall be revised to reflect the above amendment.

Section 3. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 4. All ordinances and codes, or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters resolved herein.

Section 5. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 6. If any provision of this Ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City hereby declares that this Ordinance would have been enacted without such invalid provision.

Section 7. It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 8. This Ordinance shall be effective upon the date of final adoption hereof and any publication required by law.

Section 9. This Ordinance shall be cumulative of all other ordinances of the City of Schertz, and this Ordinance shall not operate to repeal or affect any other ordinances of the City of Schertz except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Ordinance, in which event such conflicting provisions, if any, are hereby repealed.

PASSED ON FIRST READING, the 2nd of July 2024.

PASSED, APPROVED and ADOPTED ON SECOND READING, the _____ of _____, 2024.

CITY OF SCHERTZ, TEXAS

_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheila Edmondson, City Secretary

(city seal)

Exhibit “A”
Property Description- Metes and Bounds/ Survey

Exhibit "A": Property Description- Metes and Bounds / Survey

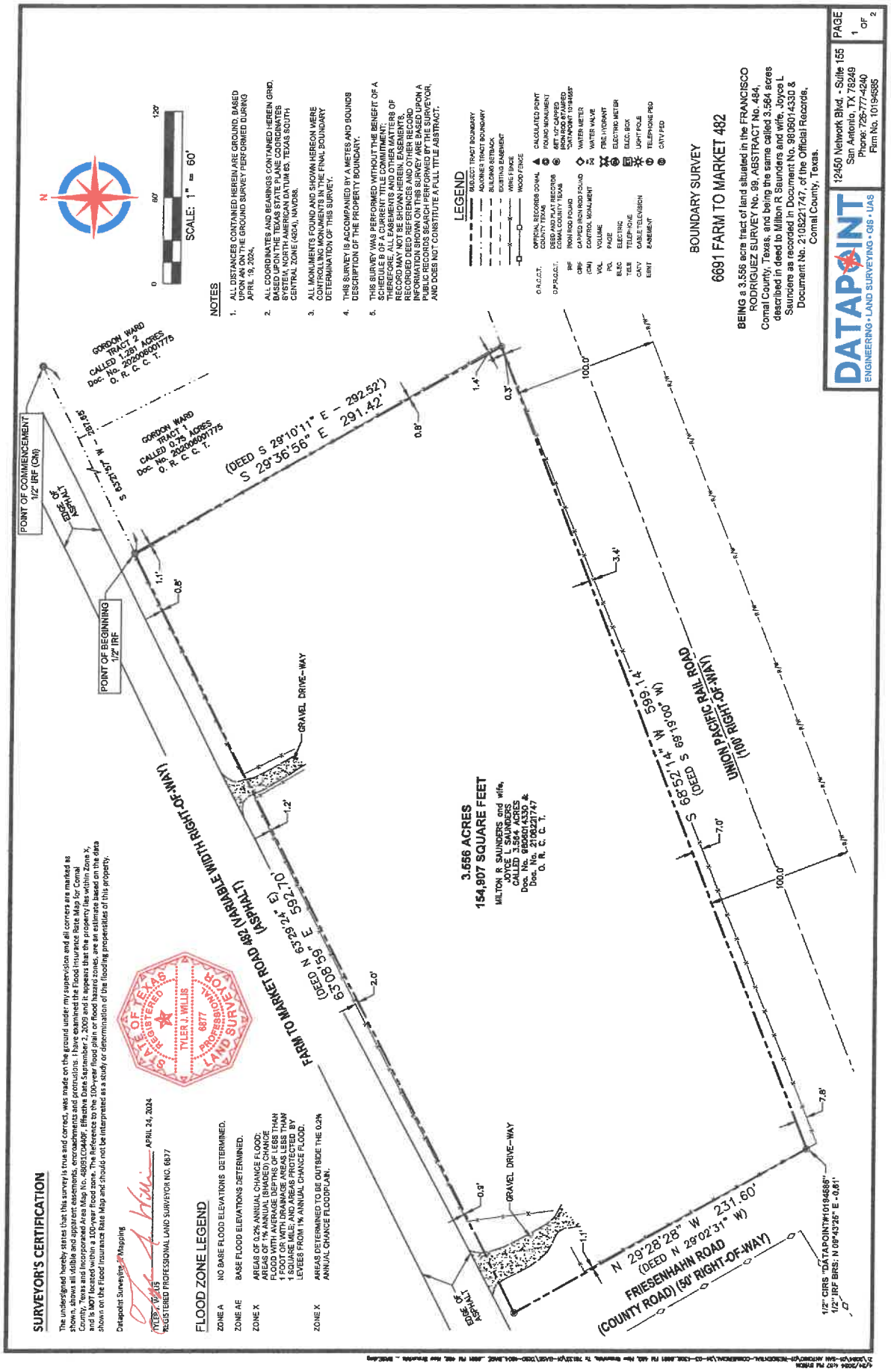


Exhibit "A": Property Description- Metes and Bounds / Survey

LEGAL DESCRIPTION

BEING a 3.556 acre tract of land situated in the FRANCISCO RODRIGUEZ SURVEY No. 99, ABSTRACT No. 484, Comal County, Texas, and being the same called 3.564 acres described in deed to Milton R Saunders and wife, Joyce L Saunders as recorded in Document No. 9806014330 & Document No. 2108221747, of the Official Records, Comal County, Texas, and being more particularly described by metes and bounds as follows:

COMMENCING at a 1/2 inch iron rod found on the Southeast Right-of-Way of Farm to Market Road 482 (FM 482), a variable width Right-of-Way, for the Northeast corner of a called 1.261 acre tract of land described as "Tract 2" in deed to Gordon Ward as recorded in Document No. 202006001775, of said Official Records, same being the Northwest corner of a called 2.011 acre tract of land described in deed to Nital Properties, LLC. as recorded in Document No. 201106043797, of said Official Records, **THENCE South 63°21'57" West**, along said Southeast Right-of-Way line, the Northwest line of said 1.261 acres and the Northwest line of a called 0.75 acres described as "Tract 1" in said deed to Gordon Ward, Doc. No. 202006001775, of said Official Records, a distance of **287.65 feet**, to a 1/2 inch iron rod found for the **POINT OF BEGINNING**, same being the Northwest corner of said 0.75 acres, also being the Northeast corner of said 3.564 acres and the herein described tract;

THENCE South 29°36'56" East, along the common line of said 0.75 acres and 3.564 acre tract, a distance of **291.42 feet** to a 1/2 inch iron rod capped "DATAPOINT#10194585" set on the Northwest Right-of-Way of the Union Pacific Rail Road (U.P.R.R.), a 100 foot Right-of-Way, for the Southwest corner of said 0.75 acres and the Southeast corner of said 3.564 acres;

THENCE South 68°52'14" West, along the Northwest line of said U.P.R.R., same being the South line of said 3.564 acre tract, a distance of **599.14 feet** to a 1/2 inch iron rod capped "DATAPOINT#10194585" set at the intersection of said U.P.R.R. Right-of-Way and the East Right-of-Way of Friesenhahn Road, for the Southwest corner of this tract and said 3.564 acres, from which a 1/2 inch iron rod found, bears North 09°43'25" East, a distance 0.61 feet;

THENCE North 29°28'28" West, along the common line of said 3.564 acres and Friesenhahn Road, a distance of **231.60 feet**, to a 1/2 inch iron rod capped "DATAPOINT#10194585" set at the Southeast intersection of said Friesenhahn Road and said FM 482, same being the Northwest corner of said 3.564 acres and this tract;

THENCE North 63°08'59" East, along said Southeast Right-of-Way of FM 482 and the North line of said 3.564 acres, a distance of **592.70 feet** to the **POINT OF BEGINNING,** containing 154,907 Square Feet and/or **3.556 acres** of land, more or less.

I, Tyler J. Willis, Registered Professional Land Surveyor No. 6877 of the State of Texas, do hereby certify this plat shows the results of an on the ground survey made under my direction.
Original signed and stamped in red ink.

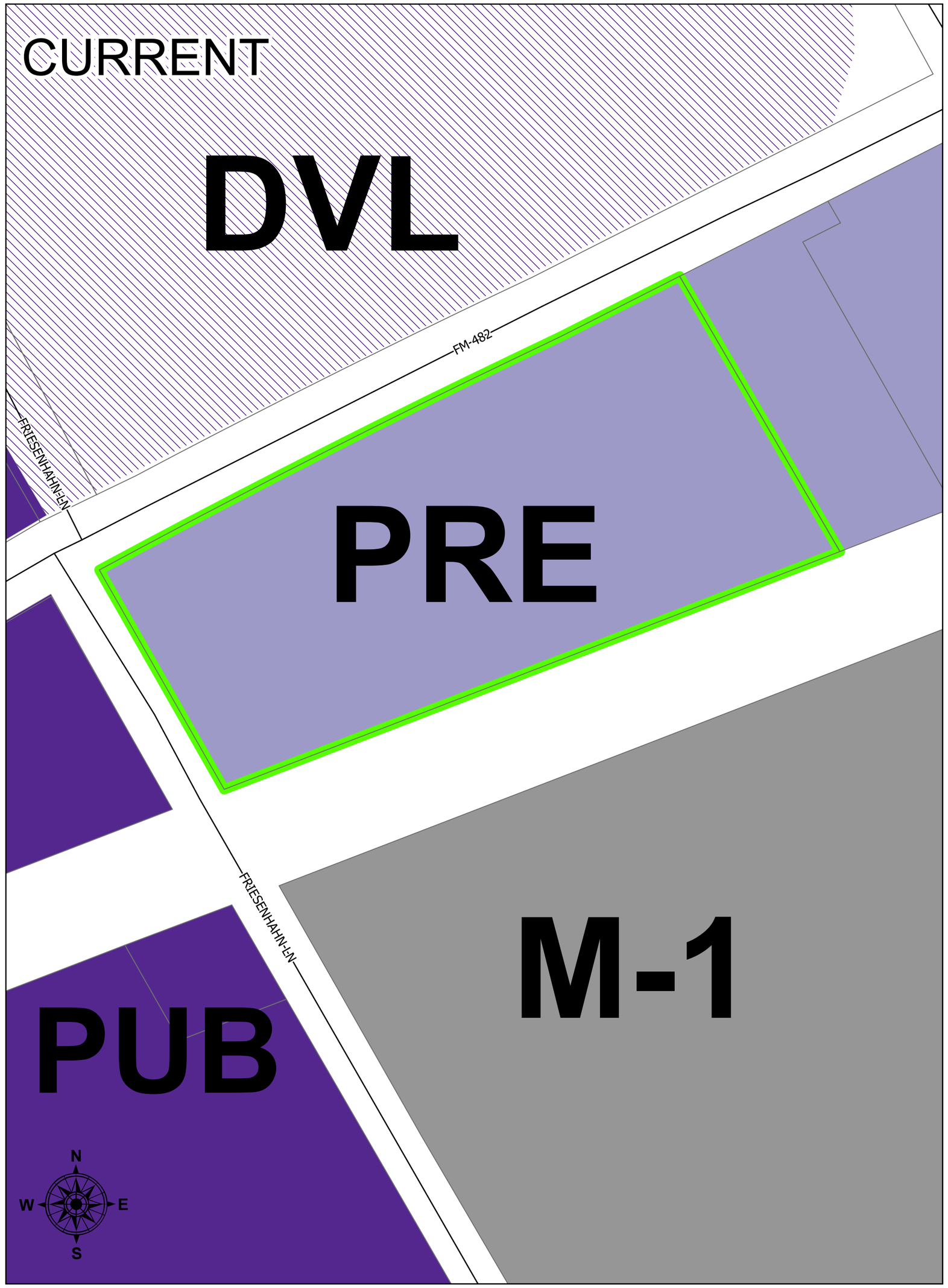
Date of Signature: April 24, 2024

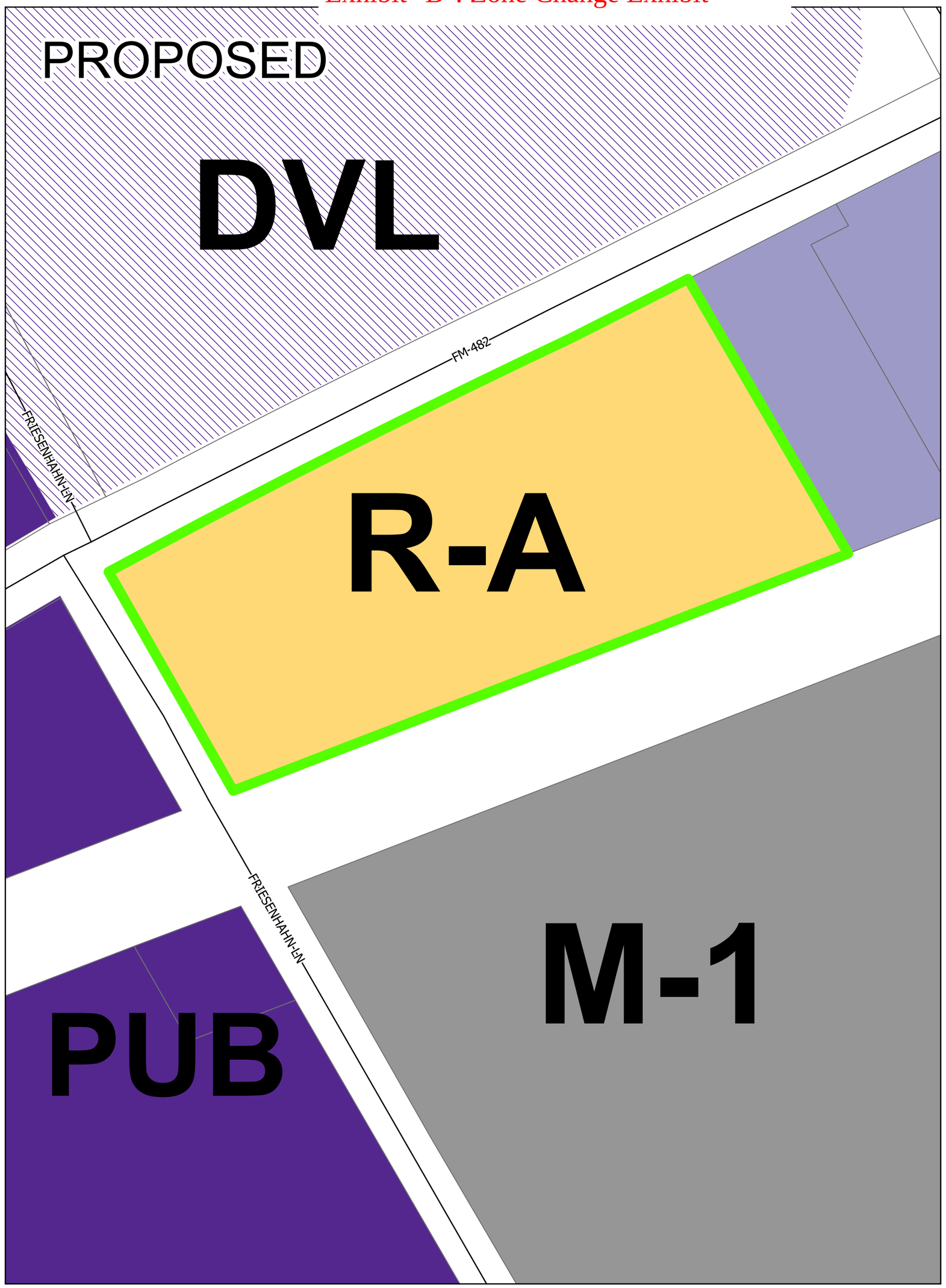
Tyler J. Willis
REGISTERED PROFESSIONAL LAND SURVEYOR NO. 6877
FIRM REGISTRATION/LICENSE NO. 10194585
FOR DATAPOINT SURVEYING AND MAPPING
12450 NETWORK BLVD, SUITE 155
SAN ANTONIO, TX. 78249
(726) 777-4240 OFFICE
(726) 777-4241 FAX



Exhibit “B”
Zone Change Exhibit

Exhibit "B": Zone Change Exhibit





SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

Last update: April 29, 2024

City of Schertz, GIS Specialist: Alexa Venezia Dasse, avdasse@schertz.com (210) 619-1174

The City of Schertz provides this Geographic Information System product "as is" without any express or implied warranty of any kind including but not limited to the implied warranties of merchantability and fitness for a particular purpose. In no event shall The City of Schertz be liable for any special, indirect, or consequential damages or any damages whatsoever arising out of or in connection with the use of or performance of these materials. Information published in this product could include technical inaccuracies or typographical errors. Periodical changes may be added to the information herein. The City of Schertz may make improvements and/or changes in the product(s) described herein at any time.

PROPOSED ZONING CHANGE

COMAL COUNTY
PARCEL ID:
78940

Classification

- (PRE) Pre-Development
- (PDD) Planned Development
- (PUB) Public Use
- (R-A) Single-family Residential/Agricultural
- (R-1) Single-Family Residential
- (R-2) Single-Family Residential
- (R-3) Two-Family Residential
- (R-4) Apartment/Multi-Family Residential
- (R-6) Single-family Residential
- (R-7) Single-family Residential
- (AD) Agricultural District
- (GH) Garden Home/Single-Family Residential (Zero Lot Line)
- (TH) Townhome
- (MHS) Manufactured Home Subdivision
- (MHP) Manufactured Home Parks
- (GB) General Business
- (GB-2) General Business II
- (NS) Neighborhood Services
- (OP) Office and Professional
- (MSMU) Main Street Mixed Use
- (MSMU-ND) Main Street Mixed Use New Development
- (M-1) Manufacturing (Light)
- (M-2) Manufacturing (Heavy)
- (DVL) Development Agreement (Delayed Annexation)

0 50 100 200 300 Feet

374146
FRIESENHAHN
MARTIN J & JANA

374148
FRIESENHAHN
MARK J ET AL

79034
ARCHBISHOP OF
SAN ANTONIO

428461
WARD
GORDON

78974
WARD
GORDON

78987
ARCHBISHOP OF
SAN ANTONIO

363480
CITY OF
SCHERTZ

78921
FRIESENHAHN MARK J &
LARRY L FRIESENHAHN

78982
GOMEZ JOSE H ARCHBISHOP
OF SAN ANTONIO

FRIESENHAHN LN
FM 482
OLD CC DOCHESTER RD
8" WL
2" WL
6" WL
8" WL
12" WL
1 1/2" WL
8" WL
8" PVC SDR 35
12" PVC SDR 26
16" PVC SDR 26
18" PVC SDR 26
Maxar, Microsoft

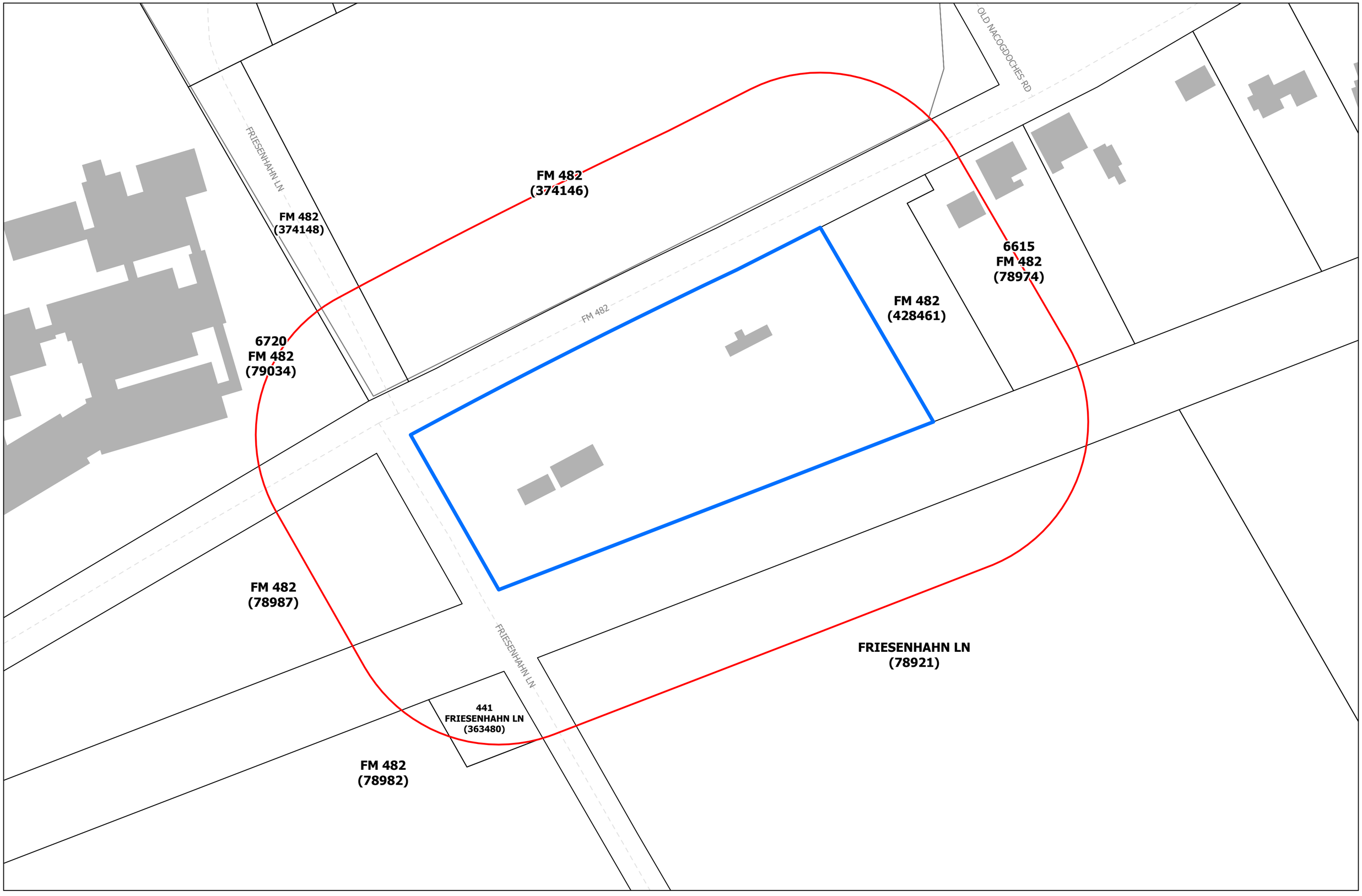
N
W E
S

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

6691 FM 482
(PLZC20240098)

- Highways
- Major Roads
- Minor Roads
- Freeway
- Principal Arterial
- Planned Principal Arterial
- Secondary Arterial
- Planned Secondary Arterial
- Secondary Rural Arterial
- Planned Secondary Rural Arterial
- Residential Collector
- Planned Residential Collector
- Planned Commercial Collector B
- Commercial Collector A
- Planned Commercial Collector A
- 1"
- 2"
- 3"
- 4"
- 6"
- 8"
- 10"
- 12"
- 16"
- 18"
- 20"
- 24"
- 30"
- 36"
- Unknown
- Schertz Gravity
- Schertz Pressure
- Neighboring Gravity
- Private Pressure
- Hydrant
- Manholes
- CCMA Lift Station
- Private Lift Station
- Schertz Lift Station
- CCMA Treatment Plant
- Schertz Treatment Plant
- County Boundaries
- Schertz Municipal Boundary
- ETJ

0 50 100 200 300 Feet



SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

Last update: April 29, 2024

City of Schertz, GIS Specialist: Alexa Venezia Dasse, avdasse@schertz.com (210) 619-1174

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City of Schertz

6691 FM 482
(PLZC20240098)

Project Boundary

200' Buffer

N
W E
S

0 50 100 200 300 Feet

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

May 20, 2024

Dear Property Owner,

The Schertz Planning and Zoning Commission will conduct a public hearing on **Wednesday, June 5th, 2023** at **6:00 p.m.** located at the Municipal Complex Council Chambers, 1400 Schertz Parkway, Building #4, Schertz, Texas to consider and make a recommendation on the following item:

PLZC20240098 – Hold a public hearing and make a recommendation on a request to rezone approximately 3.6 acres of land, from Pre-Development District (PRE) to Single-Family Residential / Agricultural District (R-A), known as Comal County Property Identification Number 78940, more specifically known as 6691 FM 482, New Braunfels, Comal County, Texas.

The Planning and Zoning Commission would like to hear how you feel about this request and invites you to attend the public hearing. You may return the reply form below by mail or personal delivery to Daisy Marquez, Planner, 1400 Schertz Parkway, Schertz, Texas 78154, or by e-mail: planning@schertz.com. If you have any questions, please feel free to call Daisy Marquez, Planner at (210) 619-1782.

Sincerely,

Daisy Marquez, AICP
Planner

Reply Form:

City Council will have two readings on the request after the recommendation from the Planning and Zoning Commission. This form is used to calculate the protest in accordance with LGC, Local Government Code 211.006(d). ***The written protest must be received by City no later than noon (central time) on the Friday before each reading by the City Council****. If the name of the person signing this form does not match the name listed as the owner on the appraisal district website, proof of ownership is required in order for this to count towards the protest.*

I am: in favor of ☑ opposed to ☐ neutral to ☐ the request for **PLZC20240098**

COMMENTS: _____

NAME: Martin Friesenhahn SIGNATURE _____
(PLEASE PRINT)

STREET ADDRESS: 22900 Old Nacogdoches Rd, NB, TX 78132

DATE: 5/31/2024

SURVEYOR'S CERTIFICATION

The undersigned hereby states that this survey is true and correct, was made on the ground under my supervision and all corners are marked as shown, shows all visible and apparent easements, encroachments and protrusions. I have examined the Flood Insurance Rate Map for Comal County, Texas and Incorporated Area Map No. 48091C0440F, Effective Date September 2, 2009 and it appears that the property lies within Zone X, and is NOT located within a 100-year flood zone. The Reference to the 100-year flood plain or flood hazard zones, are an estimate based on the data shown on the Flood Insurance Rate Map and should not be interpreted as a study or determination of the flooding propensities of this property.

Datapoint Surveying + Mapping

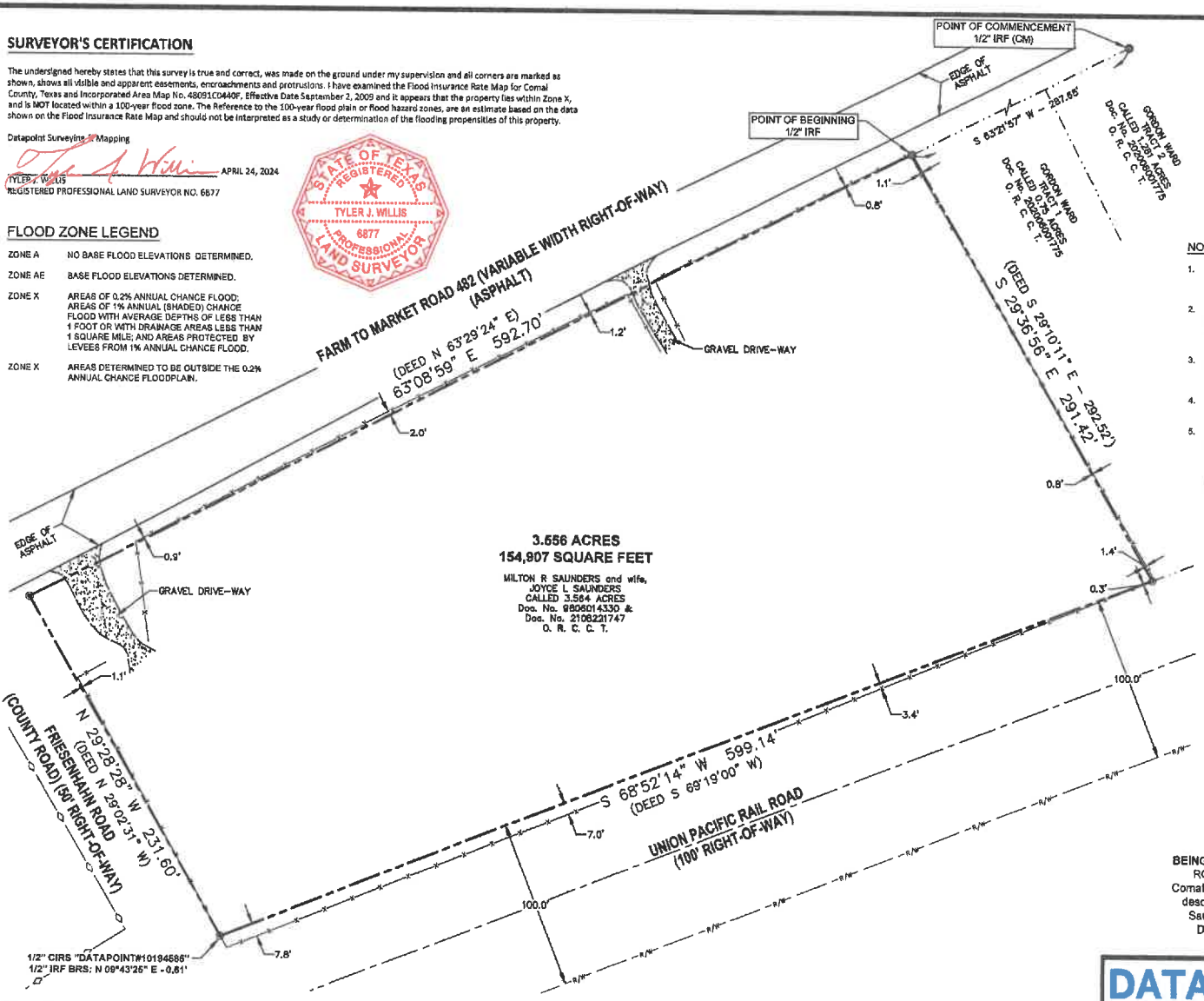
TYLER J. WILLIS — APRIL 24, 2024

REGISTERED PROFESSIONAL LAND SURVEYOR NO. 6877

STATE OF TEXAS REGISTERED TYLER J. WILLIS 6877 PROFESSIONAL LAND SURVEYOR

FLOOD ZONE LEGEND

ZONE A	NO BASE FLOOD ELEVATIONS DETERMINED.
ZONE AE	BASE FLOOD ELEVATIONS DETERMINED.
ZONE X	AREAS OF 0.2% ANNUAL CHANCE FLOOD; AREAS OF 1% ANNUAL (SHADED) CHANCE FLOOD WITH AVERAGE DEPTHS OF LESS THAN 1 FOOT OR WITH DRAINAGE AREAS LESS THAN 1 SQUARE MILE; AND AREAS PROTECTED BY LEVEES FROM 1% ANNUAL CHANCE FLOOD.
ZONE X	AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN.



N

0 60' 120'

SCALE: 1" = 60'

NOTES

1. ALL DISTANCES CONTAINED HEREIN ARE GROUND, BASED UPON AN ON THE GROUND SURVEY PERFORMED DURING APRIL 19, 2024.
2. ALL COORDINATES AND BEARINGS CONTAINED HEREIN GRID, BASED UPON THE TEXAS STATE PLANE COORDINATES SYSTEM, NORTH AMERICAN DATUM 83, TEXAS SOUTH CENTRAL ZONE (4204), NAVD88.
3. ALL MONUMENTS FOUND AND SHOWN HEREON WERE CONTROLLING MONUMENTS IN THE FINAL BOUNDARY DETERMINATION OF THIS SURVEY.
4. THIS SURVEY IS ACCOMPANIED BY A METES AND BOUNDS DESCRIPTION OF THE PROPERTY BOUNDARY.
5. THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A SCHEDULE B OF A CURRENT TITLE COMMITMENT; THEREFORE, ALL EASEMENTS AND OTHER MATTERS OF RECORD MAY NOT BE SHOWN HEREIN. EASEMENTS, RECORDED DEED REFERENCES AND OTHER RECORD INFORMATION SHOWN ON THIS SURVEY ARE BASED UPON A PUBLIC RECORDS SEARCH PERFORMED BY THE SURVEYOR, AND DOES NOT CONSTITUTE A FULL TITLE ABSTRACT.

LEGEND

- SUBJECT TRACT BOUNDARY
- ADJOINER TRACT BOUNDARY
- BUILDING SETBACK
- EXISTING EASEMENT
- WIRE FENCE
- WOOD FENCE

O.R.C.C.T.	OFFICIAL RECORDS COMAL COUNTY TEXAS
D.P.R.C.C.T.	DEED AND PLAT RECORDS COMAL COUNTY TEXAS
IRF	IRON ROD FOUND
CIRF	CAPPED IRON ROD FOUND
(CM)	CONTROL MONUMENT
VOL.	VOLUME
PG.	PAGE
ELEC	ELECTRIC
TELE	TELEPHONE
CATV	CABLE TELEVISION
ESMT	EASEMENT

- CALCULATED POINT
- FOUND MONUMENT
- SET 1/2" CAPPED IRON ROD STAMPED "DATAPOINT 10194585"
- WATER METER
- WATER VALVE
- FIRE HYDRANT
- ELECTRIC METER
- ELEC. BOX
- LIGHT POLE
- TELEPHONE PED
- CATV PED

BOUNDARY SURVEY

6691 FARM TO MARKET 482

BEING a 3.556 acre tract of land situated in the FRANCISCO RODRIGUEZ SURVEY No. 99, ABSTRACT No. 484, Comal County, Texas, and being the same called 3.564 acres described in deed to Milton R Saunders and wife, Joyce L Saunders as recorded in Document No. 9806014330 & Document No. 2108221747, of the Official Records, Comal County, Texas.

DATAPOINT
ENGINEERING • LAND SURVEYING • GIS • UAS

12450 Network Blvd. - Suite 155
San Antonio, TX 78249
Phone: 726-777-4240
Firm No. 10194585

LEGAL DESCRIPTION

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I, Tyler J. Willis, Registered Professional Land Surveyor No. 6877 of the State of Texas, do hereby certify this plat shows the results of an on the ground survey made under my direction.
Original signed and stamped in red ink.

Date of Signature: April 24, 2024

Tyler J. Willis
REGISTERED PROFESSIONAL LAND SURVEYOR NO. 6877
FIRM REGISTRATION/LICENSE NO. 10194585
FOR DATAPOINT SURVEYING AND MAPPING
12450 NETWORK BLVD, SUITE 155
SAN ANTONIO, TX. 78249
(726) 777-4240 OFFICE
(726) 777-4241 FAX



Ordinance 24-S-141

Zone Change from Pre-Development District (PRE) to Single Family Residential/ Agricultural District (R-A) | 3.6 acres

Daisy Marquez| Planner

SCHERTZ
COMMUNITY. SERVICE. OPPORTUNITY.



3.6 acres

Comal PID: 78940

6691 FM 482

Existing: Residence

Existing Zoning:

Pre-Development District (PRE)

Proposed Zoning:

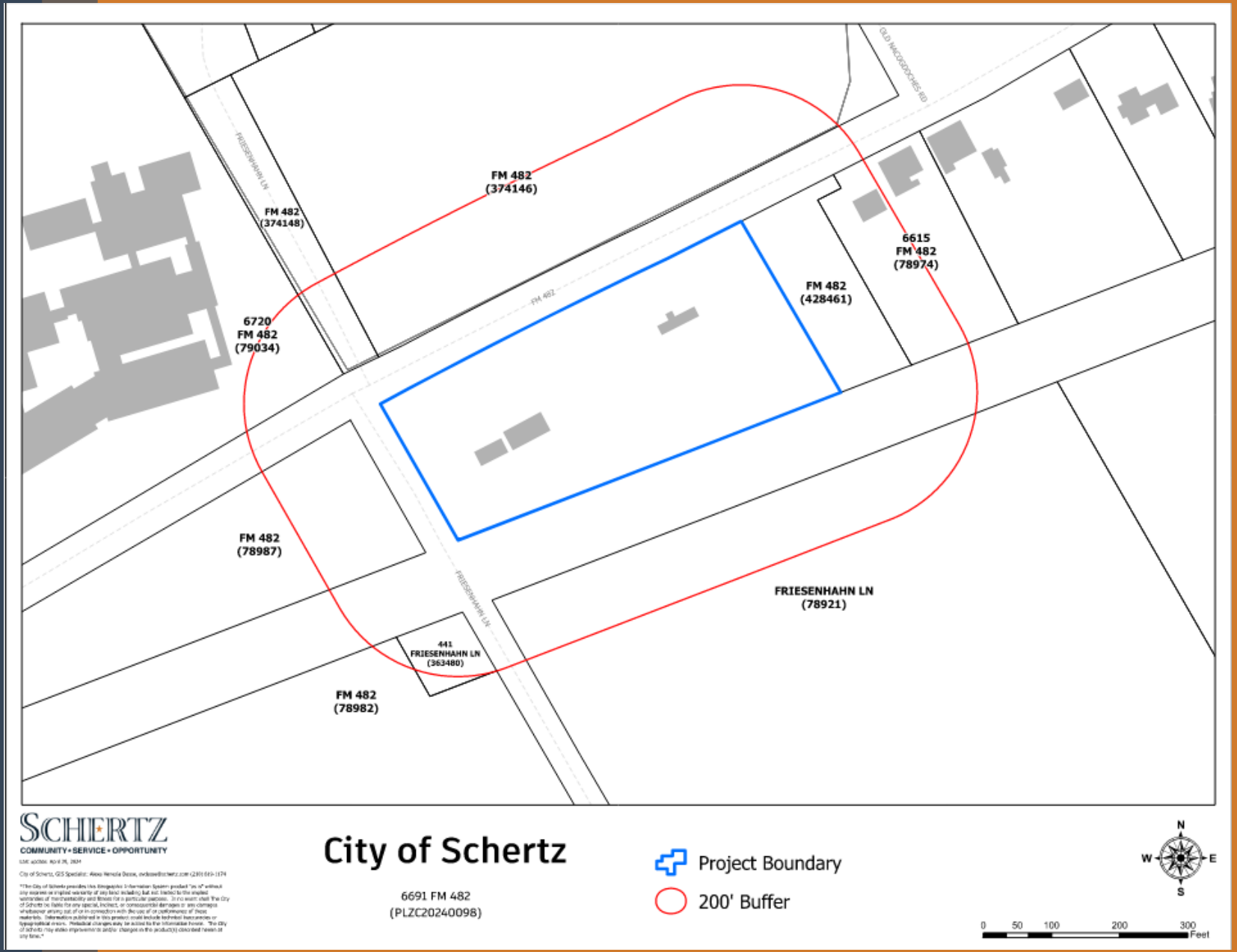
Single Family Residential/ Agricultural District (R-A)

SCHERTZ
COMMUNITY. SERVICE. OPPORTUNITY.



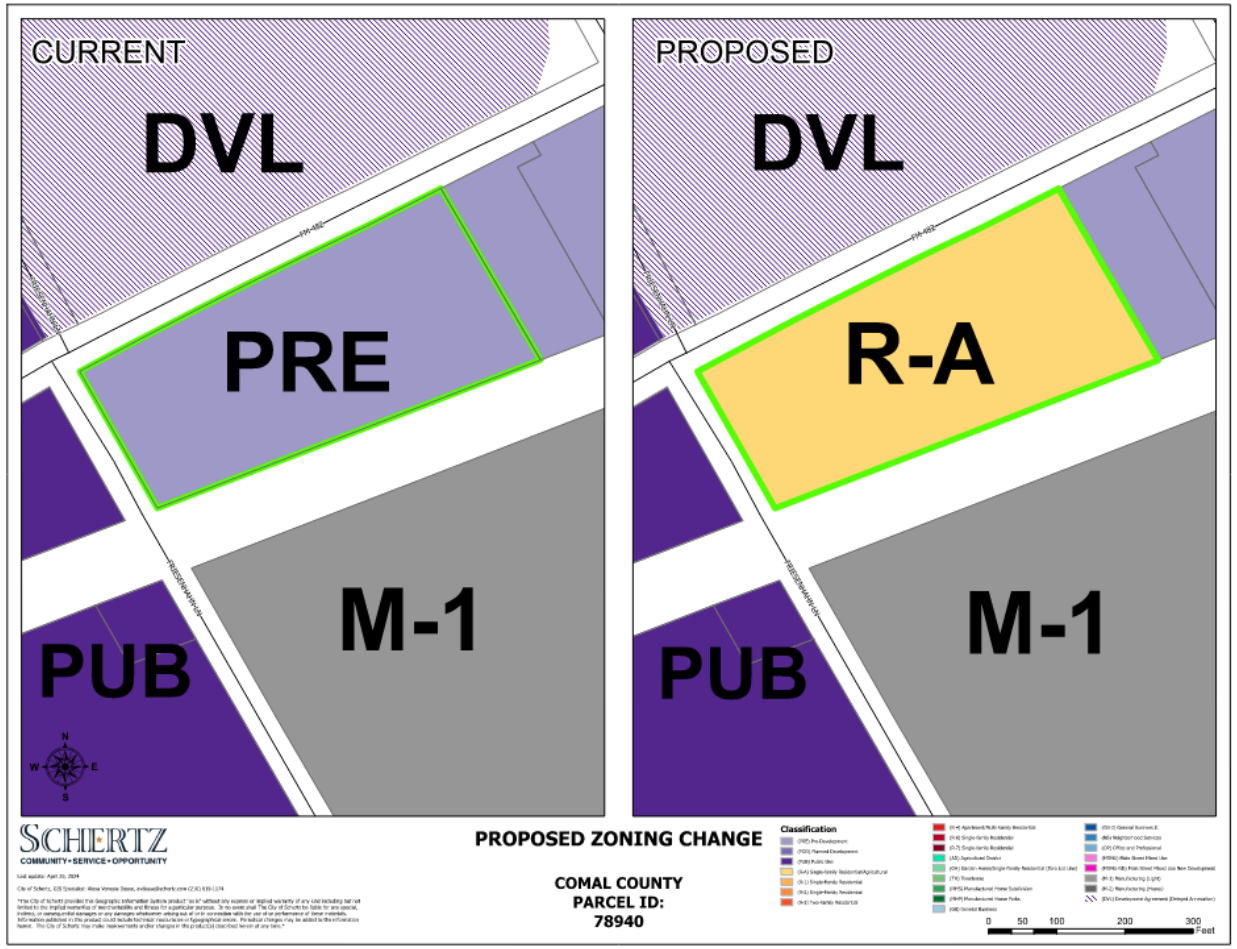
Existing Zoning		Land Use
North	Right-of-Way; Public	FM 482
South	Railroad	Railroad tracks
East	Pre-Development District (PRE)	Residence
West	Right-of-Way; Public	Friesenhahn Lane

SCHERTZ
COMMUNITY. SERVICE. OPPORTUNITY.



- May 20, 2024 a total of 9 Public Hearing Notices were sent out.
- Responses Received as of June 5:
  - 0 – Opposition,
  - 1-In Favor
  - 0-Neutral
- 1 sign was posted on the property.
- Posted in the “San Antonio Express” on June 12, 2024.
- Planning and Zoning Commission held a public hearing on June 5, 2024

Proposed Zone Change



UDC Section 21.5.4 states that a Zone Change is required to establish the use of land and the development associated with the proposed zoning classification for the purpose of establishing and maintaining sound, stable, and desirable development.

The proposed zone change is for approximately 3.6 acres of land to Single-Family Residential/ Agricultural District (R-A).

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UDC SECTION 21.5.4.D Criteria for Approval

1. **Whether the proposed zone change or zoning map amendment implements the policies of the adopted Comprehensive Land Plan, including the land use classification of the property on the Future Land Use Map.**



- The subject property is designated as Local Corridor in the Comprehensive Land Plan - Future Land Use Map.
- Local Corridor is described as areas with locally oriented commercial and entertainment areas compatible with a mix of residential with a development ratio of 20% Residential and 80% Non-Residential development.
- Although Single-Family Residential/ Agricultural District (R-A) does not allow for commercial or entertainment uses, the subject property and immediate area consist of agricultural uses and rural residences. The property is currently a residence, no development is being proposed, and the immediate area consists of agricultural uses, thus the Single-Family Residential/ Agricultural District (R-A) being requested is appropriate in this area as there is still a lack of development that meets the Local Corridor Land Use Designation.
- Additionally, the Comprehensive Land Use Plan stipulates that a percentage of residential areas could still exist in the Local Corridor Land Use Designation. In the future, if there is a proposed zone change to a more intense zoning district, that zoning district will be evaluated based on its implementation of the policies of the adopted Comprehensive Land Use Plan and Future Land Use Map.

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UDC SECTION 21.5.4.D Criteria for Approval

2. Whether the proposed zoning change or zoning map amendment promotes the health, safety, or general welfare of the City and the safe, orderly, efficient and healthful development of the City.

Table 21.5.7.A Dimensional Requirements for Residential Zoning Districts										
		Minimum Lot Size Dimensions			Minimum Yard Setbacks				Miscellaneous Lot Requirements	
Code	Zoning District	Area Sq.Ft.	Width Ft.	Depth Ft.	Front Ft.	Side Ft.	Rear Ft.	Minimum Off-Street Parking Spaces	Max Height Ft.	Max Impervious Coverage
R-A	Single-Family Residential/ Agricultural District	21,780	-	-	25	25	25	2	35	50%

- As part of promoting health, safety, and welfare, the City should encourage development compatible with surrounding uses utilizing standards and transitional uses to alleviate negative impacts. The dimensional requirements for Single-Family Residential/ Agricultural District (R-A), as listed in Table 21.5.7.A of the UDC, are compatible within the immediate area of the subject property. The subject property is approximately 3.6 acres and surpasses the minimum square footage required in the Single-Family Residential/ Agricultural District (R-A).

- The existing Pre-Development District (PRE) zoning, as per UDC Section 21.5.5, is only intended as a temporary designation for existing uses for newly annexed property, but no improvements, construction, or structures may be undertaken without obtaining a building permit. A building permit cannot be pulled without the proper zoning. The proposed zone change to Single-Family Residential/ Agricultural District (R-A), would allow the applicant to pull building permits to ensure safe and orderly development.

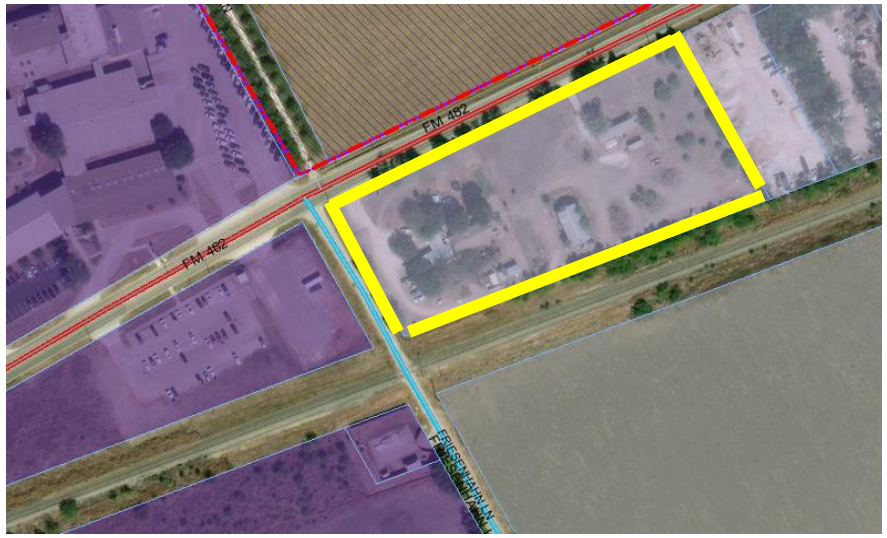
UDC SECTION 21.5.4.D Criteria for Approval

3. Whether the uses permitted by the proposed change in zoning district classification and the standards applicable to such uses will be appropriate in the immediate area of the land to be reclassified;

- Yes, the uses permitted in Single-Family Residential/ Agricultural District (R-A) are appropriate in the immediate area of the land to be reclassified. The purpose and intent of the Single-Family Residential/ Agricultural District (R-A) is to provide areas in which agricultural land may be held in such use for as long as is practical and reasonable, with minimum half-acre lots, and where development may be premature due to lack of utilities, capacity or services, as per UDC Section 21.5.5.

UDC SECTION 21.5.4.D Criteria for Approval

4. Whether the proposed change is in accord with any existing or proposed plans for providing public schools, streets, water supply, sanitary sewers or other public services and utilities to the area;



- The subject property utilizes an on-site septic system and is in the Green Valley CCN for water. FM 482 is a TXDOT road that is only two lanes, with one lane in each direction. Per the Master Thoroughfare Plan, FM 482 is identified as a principal arterial with a planned 120'-130' right-of-way width. In the current Master Thoroughfare Plan, Friesenhahn Lane is identified as a Commercial Collector A, with a proposed final 70-foot right-of-way width. Although no development is being proposed at this time, any proposed improvements or access points will need to be reviewed by the Texas Department of Transportation and the City of Schertz Engineering Department.
- A public hearing notice was mailed to Comal Independent School District to notify them of the proposed zone change.

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UDC SECTION 21.5.4.D Criteria for Approval

5. Whether there have been environmental and/or economical changes which warrant the requested change;

No, there are no environmental or economic changes that warrant the requested zone change. The subject property was annexed into the City of Schertz in 2010 with Ordinance 10-A-19. The subject property currently has the Pre-Development District (PRE) zoning designation, which was meant to be a temporary designation for properties annexed into the City of Schertz as per UDC Section 21.5.5.A.

6. Whether there is an error in the original zoning of the property for which the change is requested;

No, there was no error in the original zoning of the subject property.

7. Whether all of the applicant's back taxes owed to the City have been paid in full;

All back taxes owed have been paid in full.

UDC SECTION 21.5.4.D Criteria for Approval

8. Whether other criteria are met, which, at the discretion of the Planning and Zoning Commission and the City Council, are deemed relevant and important in the consideration of the amendment.

Staff has ensured all UDC requirements have been met for the proposed zone change, and at this time have not received any special consideration from the Planning and Zoning Commission or the City Council.

Recommendation

Staff Recommendation

The proposed zone change to Single-Family Residential/ Agricultural District (R-A) is appropriate within the immediate area, thus Staff recommends approval of Ordinance 24-S-141.

Planning and Zoning Commission

The Planning and Zoning Commission met on June 5, 2024, and made a recommendation of approval with a unanimous vote.

City Council

City Council met on July 2, 2024, and approved Ordinance 24-S-141 with a unanimous vote.

COMMENTS AND QUESTIONS

SCHERTZ
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Agenda No. 5.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**July 16, 2024**
Department:	**Planning & Community Development**
Subject:	**Ordinance 24-S-142 - Approving a request for a Specific Use Permit to allow a convenience store with gas pumps on approximately 4.33 acres of land, known as Guadalupe County Property Identification Number: 64548, generally located at the intersection of Maske Road & E FM 1518, City of Schertz, Guadalupe County, Texas. *Final Reading* (B.James/L.Wood/S.Haas)**

BACKGROUND

The applicant is requesting a Specific Use Permit to allow a convenience store with gas pumps on approximately 4.33 acres of land, located at the intersection of Maske Road & E FM 1518. The subject property is zoned General Business District (GB) and is currently undeveloped. The applicant is also proposing to build a drive-thru restaurant and spaces for retail on the site.

On May 24, 2024, eight (8) public hearing notices were mailed to the surrounding property owners within a 200-foot boundary of the subject property. At the time of this staff report, (3) responses in favor, (0) responses neutral, and (1) response in opposition have been received.

A public hearing notice was published in the San Antonio Express on June 12th for this Specific Use Permit.

Subject Property:

	Zoning	**Land Use**
Existing	General Business District (GB)	Undeveloped
Proposed	General Business District (GB)	Convenience Store with Gas Pumps

Adjacent Properties:

	Zoning	**Land Use**
North	Right of Way	Maske Road
South	General Business District (GB)	Undeveloped
East	General Business District (GB)	Under-construction/Undeveloped
West	Right of Way	FM 1518

GOAL

The proposed Specific Use Permit is to allow a convenience store with gas pumps on the property. Per UDC Article 5, Section 21.5.8 Permitted Use Table, properties within the General Business District (GB) must first be approved for a Specific Use Permit to do so.

COMMUNITY BENEFIT

It is the City's desire to promote safe, orderly, efficient development and ensure compliance with the City's vision of future growth.

SUMMARY OF RECOMMENDED ACTION

When evaluating Specific Use Permits, staff uses the criteria listed in UDC section 21.5.11.D. The criteria are listed below.

1. The proposed use at the specified location is consistent with the policies embodied in the adopted Comprehensive Land Plan.

The Comprehensive Plan designates this property as Industrial Hub. While Industrial Hub is intended to be a center for manufacturing and logistics activity, complimentary commercial services, especially in the buffer areas, are appropriate transitional uses. For these reasons, this proposal on this particular site conforms with the Comprehensive Land Use plan.

2. The proposed use is consistent with the general purpose and intent of the applicable zoning district regulations.

General Business District (GB) is intended to provide suitable areas for the development of non-residential uses which offer a wide variety of retail and service establishments that are generally oriented toward serving the overall needs of the entire community. The convenience store with gas pumps would meet the intent of the zoning district.

3. The proposed use is compatible with and preserves the character and integrity of adjacent developments and neighborhoods, and includes improvements either on-site or within the public rights-of-way to mitigate development related adverse impacts, such as safety, traffic, noise, odors, visual nuisances, drainage or other similar adverse effects to adjacent development and neighborhoods.

Adjacent to the property is a business park-style commercial development that is under construction. Also, to the south is a large area with primarily higher-intensity commercial and some light-industrial activity. The property also abuts FM 1518, which is a secondary arterial. Given this, the proposed land use is compatible with the surrounding area.

The applicant will have to meet all site design standards in Article 9, which is in place to ensure adverse effects of development are minimized and mitigated on neighboring properties.

4. The proposed use does not generate pedestrian and vehicular traffic which will be hazardous or conflict with the existing and anticipated traffic in the neighborhood.

The proposed development will have two points of access on two separate roads, Maske Road and FM 1518. This will minimize the hazardous effect of traffic. Engineering will review a more detailed traffic impact analysis at the time of the site plan process.

5. The proposed use incorporates roadway adjustments, traffic control devices or mechanisms, and access restrictions to control traffic flow or divert traffic as may be needed to reduce or eliminate development generated traffic on neighborhood streets.

Engineering will review a more detailed traffic impact analysis at the time of the site plan process, and will determine what traffic mitigation methods will be required.

6. The proposed use incorporates features to minimize adverse effects, including visual impacts, of the proposed use on adjacent properties.

The proposed development will have to meet all site requirements in Article 9 including the screening and buffering that will be required. Article 9 is in place to ensure adverse effects are minimized and mitigated.

7. The proposed use meets the standards for the zoning district, or to the extent variations from such standards have been requested, that such variations are necessary to render the use compatible with adjoining development and the neighborhood.
The proposed development will have to meet all dimensional and design requirements of the General Business District (GB) as stipulated in UDC Section 21.5.7. No variations to the requirements have been requested.

8. The proposed [use] promotes the health, safety or general welfare of the City and the safe, orderly, efficient and healthful development of the City.
As part of promoting health, safety and welfare, the City should encourage development compatible with surrounding uses utilizing standards and transitional uses to alleviate negative impacts. Given the existing General Business (GB) zoning of the subject property and the similar commercial zoning of adjacent properties, this development is compatible with surrounding land uses.

9. No application made under these provisions will receive final approval until all back taxes owed to the City have been paid in full.
This does not impact consideration by P&Z or the first reading from Council.

10. Other criteria which, at the discretion of the Planning and Zoning Commission and City Council are deemed relevant and important in the consideration of the Specific Use Permit.
Staff has ensured all UDC requirements have been met, and at this time have not received and special considerations from the Planning and Zoning Commission or the City Council.

JBSA has reviewed this proposal and submitted a letter of no objection to staff. Also, a Specific Use Permit was approved as Ord. 18-S-34 on October 23, 2018, for the same property with the same use, and has since expired. This is important to note as this proposal is similar to what has already been previously approved by City Council.

Therefore, Staff recommends approval of the Specific Use Permit to allow a convenience store with gas pumps at the subject property conditioned upon the following: A building permit is approved within two years of the adoption of the SUP Ordinance.

On June 5, 2024, the Planning and Zoning Commission recommended approval of the specific use permit request with a 6-1 vote. Commissioner Craig voted in opposition to the request for the reason that this SUP does not promote "health" as the UDC directs.

On July 2, 2024 The Scertz City Council voted to approve the Specific Use Permit with a 7-0 vote.

RECOMMENDATION
Approval of Ordinance 24-S-142.

Attachments

Ord. 24-S-142 with Exhibits
Aerial Exhibit
Public Hearing Notice Map
Public Hearing Responses
City Council Presentation Slides

ORDINANCE NO. 24-S-142

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS TO APPROVE A SPECIFIC USE PERMIT TO ALLOW FOR OPERATION OF A CONVENIENCE STORE WITH GAS PUMPS ON APPROXIMATELY 4.33 ACRES OF LAND, LOCATED AT THE INTERSECTION OF MASKE ROAD & E FM 1518, ALSO KNOW AS GUADALUPE COUNTY PROPERTY ID: 64548, CITY OF SCHERTZ, GUADALUPE COUNTY, TEXAS.

WHEREAS, an application for a Specific Use Permit to allow for an operation of a convenience store with gas pumps on approximately 4.33 acres of land, located at the intersection of Maske Road and E FM 1518, more specifically described in the Exhibit A attached herein (herein, the "Property") has been filed with the City; and

WHEREAS, the City's Unified Development Code Section 21.5.4.D. provides for certain criteria to be considered by the Planning and Zoning Commission in making recommendations to City Council and by City Council in considering final action on a requested Specific Use Permit (the "Criteria"); and

WHEREAS, on June 5, 2024, the Planning and Zoning Commission conducted a public hearing and, after considering the Criteria, made a recommendation to City Council to approve the requested Specific Use Permit with conditions; and

WHEREAS, on July 2, 2024, the City Council conducted a public hearing and after considering the Criteria and recommendation by the Planning and Zoning Commission, determined that the requested zoning be approved as provided for herein.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

Section 1. The Property as shown and more particularly described in the attached Exhibit A, is hereby approved to allow a convenience store with gas pumps conditioned upon the following occurring:

a) A building permit is approved within two years of the adoption of the Specific Use Permit Ordinance

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 3. All ordinances and codes, or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters resolved herein.

Section 4. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City hereby declares that this Ordinance would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 7. This Ordinance shall be effective upon the date of final adoption hereof and any publication required by law.

Section 8. This Ordinance shall be cumulative of all other ordinances of the City of Schertz, and this Ordinance shall not operate to repeal or affect any other ordinances of the City of Schertz except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Ordinance, in which event such conflicting provisions, if any, are hereby repealed.

PASSED ON FIRST READING, the ____ day of _____ 2024.

PASSED, APPROVED and ADOPTED ON SECOND READING, the ____day of _____ 2024.

CITY OF SCHERTZ, TEXAS

_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheila Edmondson, City Secretary

(city seal)

Exhibit “A”

Metes & Bounds
&
Specific Use Permit Exhibit

Exhibit "A": Metes & Bounds

FIELD NOTES FOR

4.338 ACRES OUT OF THE TORIBIO HERRERA LEAGUE NUMBER 68, ABSTRACT NUMBER 153, GUADALUPE COUNTY, TEXAS, BEING OUT OF A 24.486 ACRE TRACT WHICH IS THAT SAME CERTAIN 25.000 ACRE TRACT RECORDED IN VOLUME 4255, PAGE 554 OF THE OFFICIAL PUBLIC RECORDS OF GUADALUPE COUNTY, TEXAS, SAVE AND EXCEPT THAT PORTION CONVEYED IN VOLUME 4191, PAGE 727 OF THE OFFICIAL PUBLIC RECORDS OF GUADALUPE COUNTY, TEXAS, AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING: At a found ½" iron rod at the south end of the existing cut-back line joining the existing north right of way line of F.M. Hwy. 1518 (80' wide public right of way) and the existing southeast right of way line of Maske Road (variable width public right of way), having Texas State Plain grid coordinates of N=13,752,685.87 and E=2,193,270.09, South Central Zone, the southwest corner hereof;

THENCE: North 01°51'48" West 70.71' with the existing cut-back line to a found ½" iron rod in pavement on the southeast right of way line of Maske Road, the west corner hereof;

THENCE: North 59°38'09" East 38.51' with the southeast right of way line of Maske Road to a found cotton spindle in pavement;

THENCE: South 30°21'51" East 15.00' with the southeast right of way line of Maske Road to a found ½" iron rod;

THENCE: North 59°38'09" East 351.74' with the southeast right of way line of Maske Road to a set ½" iron rod stamped "GIBBONS", the north corner of this tract;

THENCE: South 63°44'20" East 374.61' to a set ½" iron rod stamped "GIBBONS", the northeast corner of this tract;

THENCE: South 26°15'40" West 376.32' to a set ½" iron rod stamped "GIBBONS" on the aforementioned north right of way line of F.M. Hwy. 1518, the beginning of a curve to the right, the southeast corner of this tract;

THENCE: With the north right of way line of F.M. Hwy. 1518 and the curve to the right (concave to the northeast), having a radius of 2824.79, a delta of 03°18'01", an arc length of 162.71' and a chord bearing North 65°23'20" West to a found ½" iron rod;

THENCE: North 63°44'20" West 405.86' with the north right of way line of F.M. Hwy. 1518 to the POINT OF BEGINNING of this 4.338 acre (188,961 square feet) tract in Guadalupe County, Texas.

THESE FIELD NOTES TOGETHER WITH A SURVEY MAP WERE PREPARED FROM AN ACTUAL SURVEY MADE ON THE GROUND BY EMPLOYEES OF GIBBONS SURVEYING & MAPPING, INC. WHO WERE WORKING UNDER MY SUPERVISION AND DIRECTION.

PURCHASE A CERTIFIED COPY - UNOFFICIAL COPY - Guadalupe County Clerk - NOT RECORDABLE - AN OFFICIAL COPY IS REQUIRED

202199013110
I certify this instrument was ELECTRONICALLY FILED
and RECORDED in the OFFICIAL PUBLIC RECORDS
of Guadalupe County, Texas on
04/19/2021 02:15:16 PM PAGES: 3 JEANNE
TERESA KIEL COUNTY CLERK

COUNTY COURT GUADALUPE COUNTY TEXAS

Teresa Kiel

PLEASE RECYCLE

Exhibit "A": Specific Use Permit Exhibit

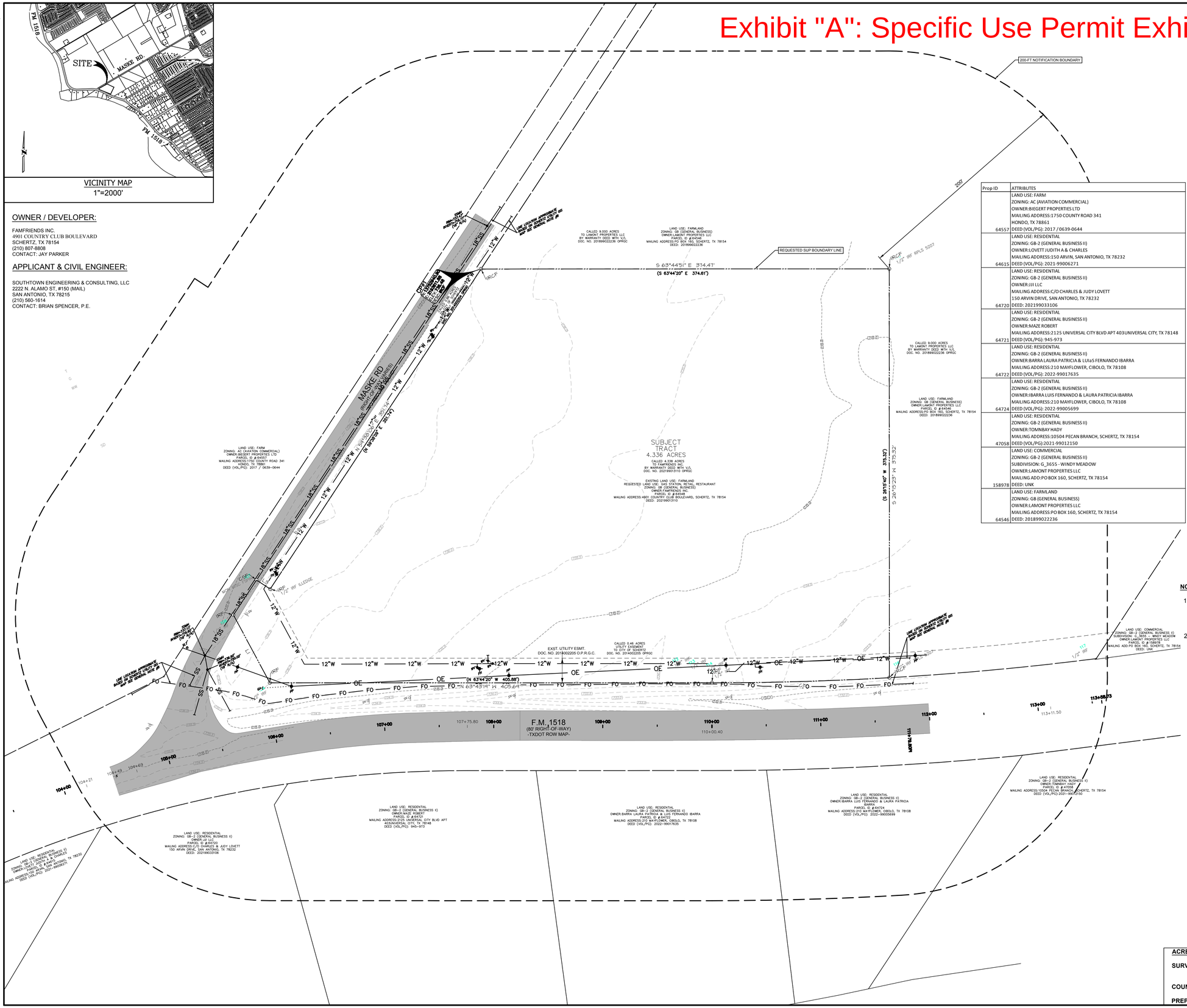
VICINITY MAP
1"=2000'

OWNER / DEVELOPER:

FAMFRIENDS INC.
4901 COUNTRY CLUB BOULEVARD
SCHERTZ, TX 78154
(210) 807-8808
CONTACT: JAY PARKER

APPLICANT & CIVIL ENGINEER:

SOUTHTOWN ENGINEERING & CONSULTING, LLC
2222 N. ALAMO ST, #150 (MAIL)
SAN ANTONIO, TX 78215
(210) 560-1614
CONTACT: BRIAN SPENCER, P.E.


MASKE RD
(80' RIGHT-OF-WAY)
-TXDOT ROW MAP-
F.M. 1518
(80' RIGHT-OF-WAY)
-TXDOT ROW MAP-
SUBJECT TRACT
4.336 ACRES
CALLED 4.338 ACRES
TO FAMFRIENDS INC.
BY WARRANTY DEED WITH V/L
DOC. NO. 202199031310 OPRGC
EXISTING LAND USE: FARMLAND
REQUESTED LAND USE: GAS STATION, RETAIL, RESTAURANT
ZONING: GB (GENERAL BUSINESS)
OWNER:FAMFRIENDS INC.
PARCEL ID #:64549
MAILING ADDRESS:4901 COUNTRY CLUB BOULEVARD, SCHERTZ, TX 78154
DEED: 202199031310
REQUESTED SUP BOUNDARY LINE
200-FT NOTIFICATION BOUNDARY
S 63°44'45" E 374.41'
(S 63°44'20" E 374.61')
N 63°44'45" W 425.64'
(N 63°44'20" W 405.88')
S 26°15'23" W 375.32'
(S 26°15'40" W 375.32')
CALLED 9.000 ACRES
TO LAMONT PROPERTIES LLC
BY WARRANTY DEED WITH V/L
DOC. NO. 201899022236 OPRGC
LAND USE: FARMLAND
ZONING: GB (GENERAL BUSINESS)
OWNER:LAMONT PROPERTIES LLC
PARCEL ID #:64546
MAILING ADDRESS:PO BOX 160, SCHERTZ, TX 78154
DEED: 201899022236
LAND USE: FARM
ZONING: AC (AVIATION COMMERCIAL)
OWNER:BIEGERT PROPERTIES LTD
PARCEL ID #:64557
MAILING ADDRESS:1750 COUNTY ROAD 341
HONDO, TX 78861
DEED (VOL/PG): 2017 / 0639-0644
LAND USE: RESIDENTIAL
ZONING: GB-2 (GENERAL BUSINESS II)
OWNER:LOVETT JUDITH A & CHARLES
PARCEL ID #:64615
MAILING ADDRESS:150 ARVIN, SAN ANTONIO, TX 78232
DEED (VOL/PG): 2021-99006271
LAND USE: RESIDENTIAL
ZONING: GB-2 (GENERAL BUSINESS II)
OWNER:JJI LLC
PARCEL ID #:64720
MAILING ADDRESS:C/O CHARLES & JUDY LOVETT
150 ARVIN DRIVE, SAN ANTONIO, TX 78232
DEED: 202199033106
LAND USE: RESIDENTIAL
ZONING: GB-2 (GENERAL BUSINESS II)
OWNER:MAZE ROBERT
PARCEL ID #:64721
MAILING ADDRESS:2125 UNIVERSAL CITY BLVD APT 403UNIVERSAL CITY, TX 78148
DEED (VOL/PG): 945-973
LAND USE: RESIDENTIAL
ZONING: GB-2 (GENERAL BUSINESS II)
OWNER:BARRA LAURA PATRICIA & LUIaS FERNANDO IBARRA
PARCEL ID #:64722
MAILING ADDRESS:210 MAYFLOWER, CIBOLO, TX 78108
DEED (VOL/PG): 2022-99017635
LAND USE: RESIDENTIAL
ZONING: GB-2 (GENERAL BUSINESS II)
OWNER:IBARRA LUIS FERNANDO & LAURA PATRICIA IBARRA
PARCEL ID #:64724
MAILING ADDRESS:210 MAYFLOWER, CIBOLO, TX 78108
DEED (VOL/PG): 2022-99005699
LAND USE: RESIDENTIAL
ZONING: GB-2 (GENERAL BUSINESS II)
OWNER:TOMNBAY HADY
PARCEL ID #:47058
MAILING ADDRESS:10504 PECAN BRANCH, SCHERTZ, TX 78154
DEED (VOL/PG):2021-99012150
LAND USE: COMMERCIAL
ZONING: GB-2 (GENERAL BUSINESS II)
SUBDIVISION: G_3655 - WINDY MEADOW
OWNER:LAMONT PROPERTIES LLC
PARCEL ID #:158978
MAILING ADD:PO BOX 160, SCHERTZ, TX 78154
DEED: UNK
LAND USE: FARMLAND
ZONING: GB (GENERAL BUSINESS)
OWNER:LAMONT PROPERTIES LLC
PARCEL ID #:64546
MAILING ADDRESS:PO BOX 160, SCHERTZ, TX 78154
DEED: 201899022236
LAND USE: FARM
ZONING: AC (AVIATION COMMERCIAL)
OWNER:BIEGERT PROPERTIES LTD
PARCEL ID #:64557
MAILING ADDRESS:1750 COUNTY ROAD 341
HONDO, TX 78861
DEED: 2017 / 0639-0644
LAND USE: RESIDENTIAL
ZONING: GB-2 (GENERAL BUSINESS II)
OWNER:LOVETT JUDITH A & CHARLES
PARCEL ID #:64615
MAILING ADDRESS:150 ARVIN, SAN ANTONIO, TX 78232
DEED: 2021-99006271
LAND USE: RESIDENTIAL
ZONING: GB-2 (GENERAL BUSINESS II)
OWNER:JJI LLC
PARCEL ID #:64720
MAILING ADDRESS:C/O CHARLES & JUDY LOVETT
150 ARVIN DRIVE, SAN ANTONIO, TX 78232
DEED: 202199033106
LAND USE: RESIDENTIAL
ZONING: GB-2 (GENERAL BUSINESS II)
OWNER:MAZE ROBERT
PARCEL ID #:64721
MAILING ADDRESS:2125 UNIVERSAL CITY BLVD APT 403UNIVERSAL CITY, TX 78148
DEED: 945-973
LAND USE: RESIDENTIAL
ZONING: GB-2 (GENERAL BUSINESS II)
OWNER:BARRA LAURA PATRICIA & LUIS FERNANDO IBARRA
PARCEL ID #:64722
MAILING ADDRESS:210 MAYFLOWER, CIBOLO, TX 78108
DEED (VOL/PG): 2022-99017630
LAND USE: RESIDENTIAL
ZONING: GB-2 (GENERAL BUSINESS II)
OWNER:IBARRA LUIS FERNANDO & LAURA PATRICIA IBARRA
PARCEL ID #:64724
MAILING ADDRESS:210 MAYFLOWER, CIBOLO, TX 78108
DEED (VOL/PG): 2022-99005699
LAND USE: RESIDENTIAL
ZONING: GB-2 (GENERAL BUSINESS II)
OWNER:TOMNBAY HADY
PARCEL ID #:47058
MAILING ADDRESS:10504 PECAN BRANCH, SCHERTZ, TX 78154
DEED (VOL/PG):2021-99012150
LAND USE: COMMERCIAL
ZONING: AND-2 (GENERAL BUSINESS II)
SUBDIVISION: G_3655 - WINDY MEADOW
OWNER:LAMONT PROPERTIES LLC
PARCEL ID #:158978
MAILING ADD:PO BOX 160, SCHERTZ, TX 78154
DEED: UNK
CALLED 9.000 ACRES
TO LAMONT PROPERTIES LLC
BY WARRANTY DEED WITH V/L
DOC. NO. 201899022236 OPRGC
CALLED 0.46 ACRES
UTILITY EASEMENT
TO CITY OF SCHERTZ
DOC. NO. 201400022205 OPRGC
EXIST. UTILITY ESMT.
DOC. NO. 201800022205 O.P.R.G.C.
ESMT. VOL. 2000, PG. 267
DEED REC. 1/2" IRF
ESMT. VOL. 2000, PG. 267
DEED REC. 1/2" IRF
1/2" IRF KLEDGE
1/2" IRF RPLS 5207
1/2" IRF
1/2" IRF
1/2" IRF



N
W E
S

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

Parcel ID: 64548
(PLSPU20240012)

Highways
Major Roads
Minor Roads

Freeway
Principal Arterial
Planned Principal Arterial
Secondary Arterial
Planned Secondary Arterial
Secondary Rural Arterial

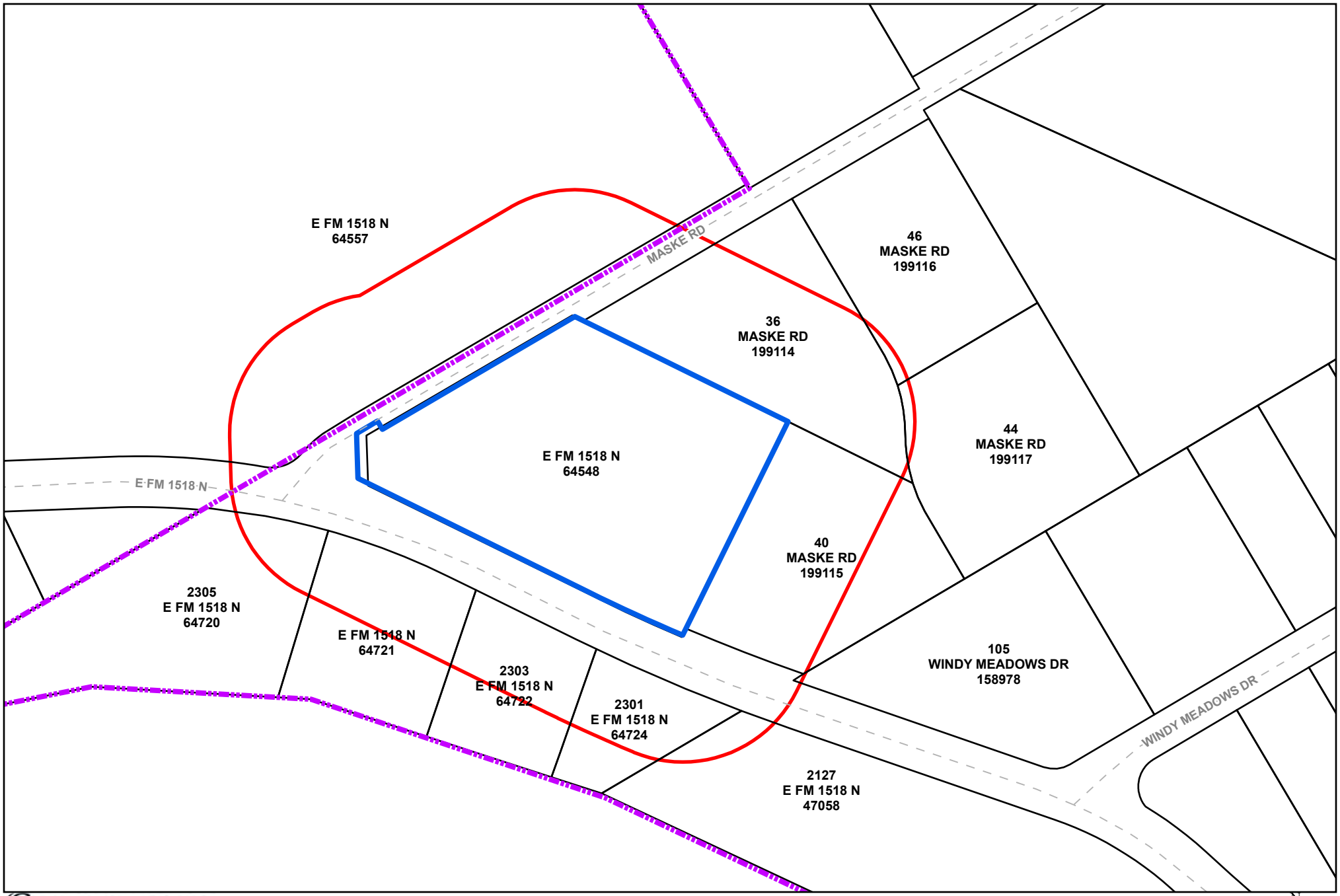
Planned Secondary Rural Arterial
Residential Collector
Planned Residential Collector
Planned Commercial Collector B
Commercial Collector A
Planned Commercial Collector A

1" 2" 3" 4" 6"
8" 10" 12" 16" 18"
20" 24" 30" 36" Unknown

Schertz Gravity
Schertz Pressure
Neighboring Gravity
Private Pressure

Hydrant
Manholes
CCMA Lift Station
Private Lift Station
Schertz Lift Station
CCMA Treatment Plant
Schertz Treatment Plant
County Boundaries
Schertz Municipal Boundary
ETJ

0 50 100 200 300 Feet



SCHERTZ
COMMUNITY * SERVICE * OPPORTUNITY

Last update: May 21, 2024

City of Schertz, GIS Specialist: Bill Gardner, gis@schertz.com (210) 619-1185

The City of Schertz provides this Geographic Information System product "as is" without any express or implied warranty of any kind including but not limited to the implied warranties of merchantability and fitness for a particular purpose. In no event shall The City of Schertz be liable for any special, indirect, or consequential damages or any damages whatsoever arising out of or in connection with the use of or performance of these materials. Information published in this product could include technical inaccuracies or typographical errors. Periodical changes may be added to the information herein. The City of Schertz may make improvements and/or changes in the product(s) described herein at any time.

City of Schertz

Maske Retail And Gas Station
(PLSPU20240012)

Project Area
200' Buffer
Schertz City Limits

N
W E
S

0 100 200 400 600
Feet

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

May 24, 2024

To whom it may concern,

The City of Schertz Planning and Zoning Commission will conduct a public hearing on **Wednesday, June 5th, 2024** at **6:00 p.m.** located at the Municipal Complex Council Chambers, 1400 Schertz Parkway, Building #4, Schertz, Texas to consider and act upon the following item:

PLSPU20240012- Conduct a public hearing and make a recommendation on a Specific Use Permit to allow a convenience store with gas pumps on approximately 4.33 acres of land, located at the intersection of Maske Road & E FM 1518, City of Schertz, Guadalupe County, Texas, property ID: 64548.

Because you own property within 200 feet of the subject property, the Planning and Zoning Commission would like to hear how you feel about this request and invites you to attend the public hearing. If you would like to express how you feel, please complete the bottom portion of this letter and return before the public hearing date by mail or personal delivery to Samuel Haas, Senior Planner 1400 Schertz Parkway, Bldg. 1, Schertz, Texas 78154, or by e-mail planning@schertz.com. If you have any questions, please feel free to call Samuel Haas, Senior Planner directly at (210) 619-1783.

Sincerely,

Samuel Haas
Senior Planner

Reply Form

I am: in favor of ☑ opposed to ☐ neutral to ☐ the request for ***PLSPU20240012***

COMMENTS: _____

NAME: Ashraf Ali (PLEASE PRINT) SIGNATURE _____

STREET ADDRESS: 4901 County Club blvd Schertz TX 78108

DATE: 05-31-24

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

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Sincerely,

Samuel Haas
Senior Planner

Reply Form

I am: in favor of ☒ opposed to ☐ neutral to ☐ the request for ***PLSPU20240012***

COMMENTS: _____

NAME: BILL LAMONT SIGNATURE Bill LaMont
(PLEASE PRINT)

STREET ADDRESS: 105 WINDY MEADOWS DR. #301, 78154

DATE: 06/03/2024

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

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Sincerely,

Samuel Haas
Senior Planner

Reply Form

I am: in favor of ☐ opposed to ☑ neutral to ☐ the request for ***PLSPU20240012***

COMMENTS: _____

NAME: CHARLES V. LOVED (PLEASE PRINT) SIGNATURE _____

STREET ADDRESS: 2305 FM 78 SCHERTZ

DATE: 6/4/24

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

May 24, 2024

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Sincerely,

Samuel Haas
Senior Planner

Reply Form

I am: in favor of ☒ opposed to ☐ neutral to ☐ the request for ***PLSPU20240012***

COMMENTS: _____

NAME: JAMES FARR SIGNATURE _____
(PLEASE PRINT)

STREET ADDRESS: 108 COMMERCIAL PL SCHERTZ, TX 78154

DATE: 5/28/2024

Ordinance 24-S-142

FM 1518 & Maske Road Specific Use Permit

Samuel Haas| Senior Planner

SCHERTZ
COMMUNITY. SERVICE. OPPORTUNITY.



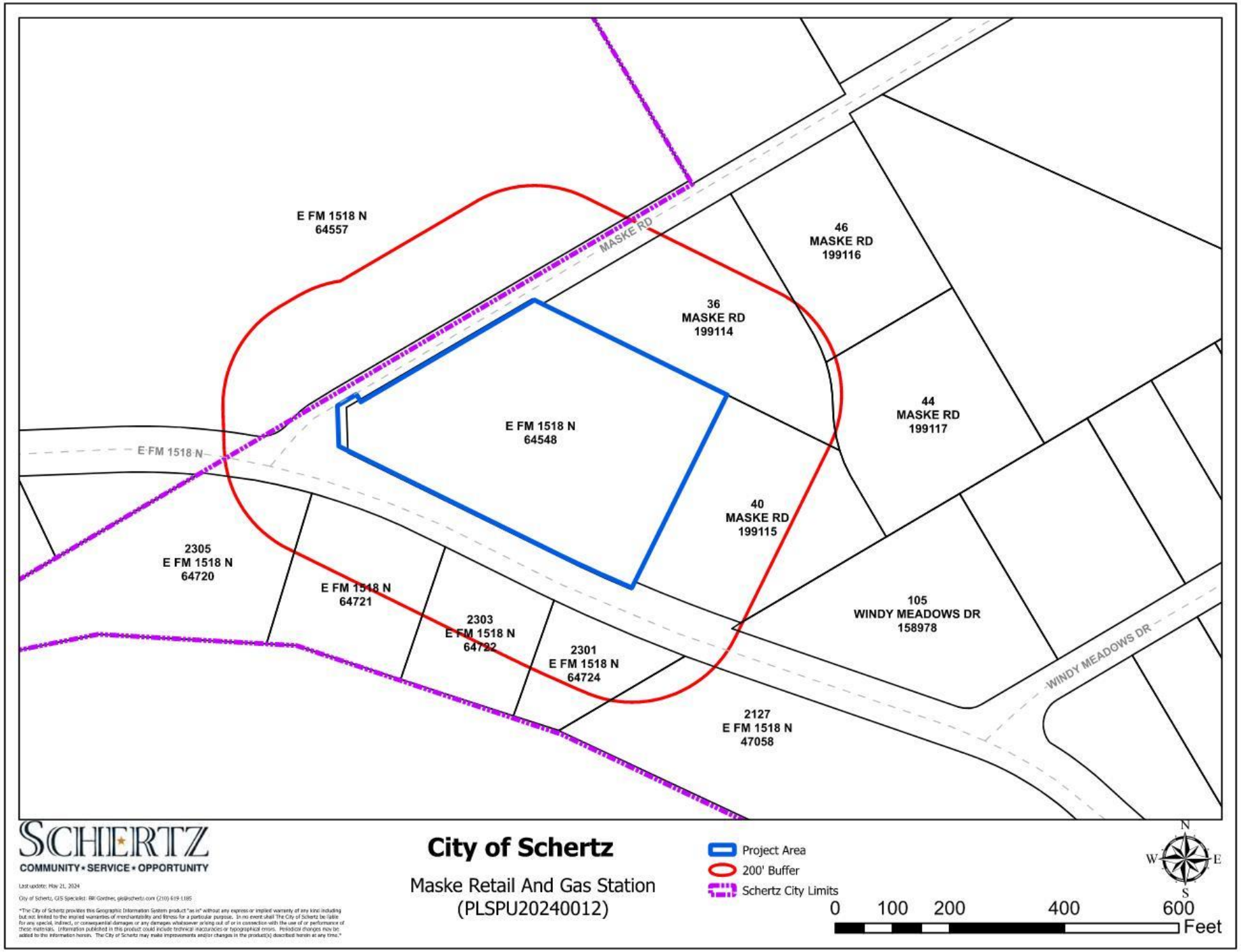
- **Site: 4.33 ac**
- **Currently Undeveloped**
- **Zoning: General Business District (GB)**

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	Existing Zoning	Land Use
North	**Right of Way**	**Maske Road**
South	**General Business District (GB)**	**Undeveloped**
East	**General Business District (GB)**	**Under-Construction/Undeveloped**
West	**Right of Way**	**FM 1518**

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May, 24 2024 a total of 8 Public Hearing Notices were sent out.

Responses Received:

- 1 – Opposition,
- 3-In Favor
- 0-Neutral

1 sign was posted on the property.

A public hearing notice was published in the San Antonio Express on June 12th

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Proposed Specific Use Permit

- Per the applicant letter of intent, the proposed development will consist of:
  - 14-pump gas station w/ 5,500 sf convenience store
  - 6,345 sf Restaurant / Drive-thru
  - 15,670 sf Retail Buildings
- As per UDC Section 21.5.8, a Specific Use Permit is required for a convenience store with gas pumps in General Business District (GB).

PLEASE RECYCLE

PARKING REQUIRED - VEHICULAR				
USE	UNIT TYPE	RATIO (1 space / X Unit)	UNITS (GSF)	SPACES
Convenience Store / Gas Station*	GSF	250	5,500	22.0
Professional Offices	GSF	250	9,000	36.0
Retail Sales & Service	GSF	250	9,425	37.7
TOTALS:			23,925	96

*spaces provided at pump station shall not be considered parking spaces

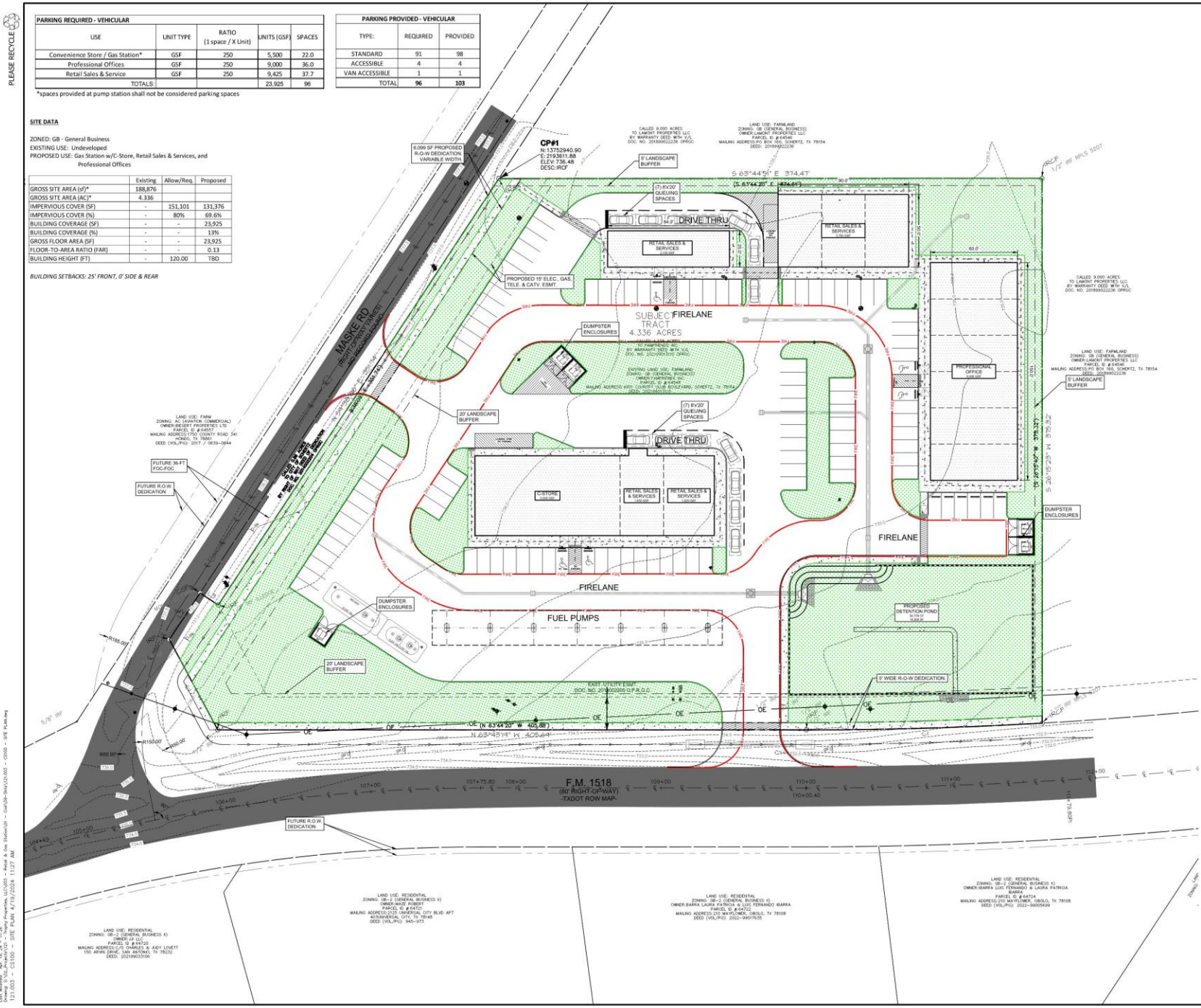
PARKING PROVIDED - VEHICULAR		
TYPE:	REQUIRED	PROVIDED
STANDARD	91	98
ACCESSIBLE	4	4
VAN ACCESSIBLE	1	1
TOTAL	**96**	**103**

SITE DATA

ZONED: GB - General Business
EXISTING USE: Undeveloped
PROPOSED USE: Gas Station w/C-Store, Retail Sales & Services, and Professional Offices

	Existing	Allow/Req.	Proposed
GROSS SITE AREA (sf)*	188,876		
GROSS SITE AREA (AC)*	4.336		
IMPERVIOUS COVER (SF)	-	151,101	131,376
IMPERVIOUS COVER (%)	-	80%	69.6%
BUILDING COVERAGE (SF)	-	-	23,925
BUILDING COVERAGE (%)	-	-	13%
GROSS FLOOR AREA (SF)	-	-	23,925
FLOOR-TO-AREA RATIO (FAR)	-	-	0.13
BUILDING HEIGHT (FT)	-	120.00	TBD

BUILDING SETBACKS: 25' FRONT, 0' SIDE & REAR



0 15' 30' 60'
SCALE 1" = 30'

LEGEND

- BOUNDARY / RIGHT OF WAY
- EASEMENT / SETBACK
- CURB / EDGE OF PAVEMENT
- ACCESSIBLE ROUTE (ADA)
- FIRE LANE STRIPING
- OHE — OVERHEAD UTILITY LINE
- RETAINING / SCREEN WALL
- WROUGHT IRON FENCE
- HANDRAIL
- SCREENING FENCE
- BUILDING PAD AREA
- ASPHALT PAVEMENT
- CONCRETE SWLK. / PVMT.
- TREE W/ TAG (TO REMAIN)
- PARKING LOT BUMPER CURB
- ACCESSIBLE PARKING
- TRASH COMPACTOR / DUMPSTER PAD
- SIGN
- UTILITY POLE
- LIGHT POLE
- GUY WIRE
- ELECTRIC TRANSFORMER PAD
- WASTEWATER MANHOLE
- CLEAN-OUT
- DOUBLE CLEAN-OUT
- WATER METER VAULT
- WATER VALVE
- FIRE HYDRANT
- BFP — BACKFLOW PREVENTER
- STORM DRAINAGE INLET
- STORM DRAIN MANHOLE
- BIKE RACK

NOTES:

1. ALL DIMENSIONS TO CURBS ARE TO FACE-OF-CURB UNLESS OTHERWISE NOTED.
2. ALL RADII PARKING DIMENSIONS ARE 3' TO FACE-OF-CURB UNLESS OTHERWISE NOTED.
3. REFERENCE ARCHITECTURAL PLANS FOR EXACT BLDG. DIMENSIONS, DOOR/PATIO LOCATIONS, ETC.
4. REFERENCE LANDSCAPE PLAN FOR IMPROVEMENTS WITHIN COURTYARD AREAS AND DESIGNATED DOG PARK AREA.
5. ANY POWER OPERATED GATES ACROSS FIRE ACCESS ROADS MUST BE PROVIDED WITH A KNOX KEY SWITCH. ALL GATES MUST HAVE A CLEAR OPENING OF 25 FEET MINIMUM. GATE OPERATORS MUST COMPLY WITH UL 325 AND ASTM F2200 AND SHALL BE EQUIPPED WITH AN INHERENT ENTRAPMENT PROTECTION SYSTEM. A MANUAL MEAN OF OPENING THE GATE IN THE EVENT OF POWER LOSS IS REQUIRED.
6. FOR DRIVEWAY CONSTRUCTION: THE OWNER IS RESPONSIBLE FOR ALL COSTS FOR RELOCATION OF, OR DAMAGE TO UTILITIES.

ACCESSIBILITY NOTES:

1. RUNNING SLOPES ON ACCESSIBLE ROUTES MAY NOT EXCEED 1:20 UNLESS DESIGNATED AS A RAMP (ANSI 403.3).
2. THE MAXIMUM RUNNING SLOPE ON A RAMP IN NEW CONSTRUCTION IS 1:12. THE MAXIMUM RISE FOR ANY RAMP RUN IS 30 INCHES (ANSI 405.2-405.6).
3. ACCESSIBLE ROUTES MUST HAVE A CROSS-SLOPE NO GREATER THAN 1:50 (ANSI 302.1).
4. GROUND SURFACES ALONG ACCESSIBLE ROUTES MUST BE STABLE, FIRM, AND SLIP RESISTANT (ANSI 502.5).
5. ALL NEW SIDEWALKS, CURBS, RAMPS, AND DRIVE APPROACHES IN THE RIGHT OF WAY SHALL BE IN COMPLIANCE WITH CURRENT TEXAS ACCESSIBILITY STANDARDS AND CITY OF SAN ANTONIO DESIGN STANDARDS, AS APPLICABLE PRIOR TO FINAL INSPECTION APPROVAL.

NO.	DATE	REVISION	BY

SOUTHTOWN
ENGINEERING & CONSULTING LLC
2222 N. ALAMO ST. #150 (MAIL)
SAN ANTONIO, TX. 210.560.1614
TEXAS FIRM REGISTRATION NO. F-21723

MASKE RETAIL AND GAS STATION
MASKE RD & FM 1518
SCHERTZ, GUADALUPE COUNTY, TEXAS 78154

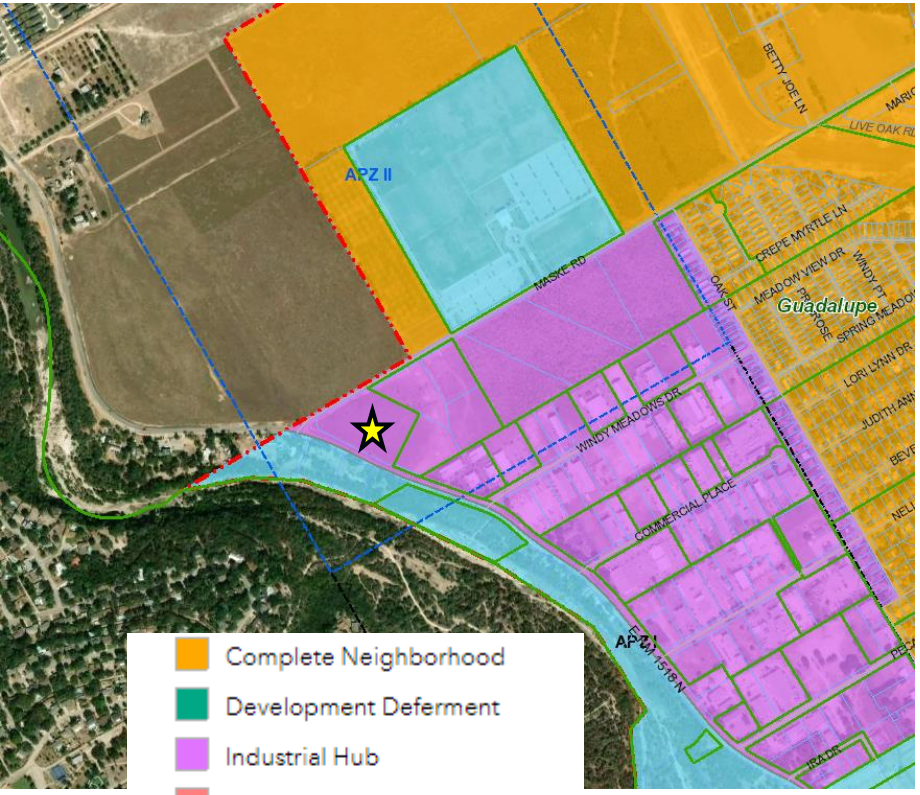
SITE PLAN

CLIENT: TROPHY PROPERTIES	
DRAWN BY:	BCS
DESIGNER:	BCS
REVIEWER:	AN/BCS
SEC PROJECT #	121.003

SHEET
CS100
10 OF 19

Last Modified: Apr 19, 24 - 11:26
Document Path: C:\Users\Trophy Properties, LLC\OS - Real & Gas Station\01 - Civil\06-Sheets\121.003 - CS100 - SITE PLAN 4/19/2024 11:27 AM
121.003 - CS100 - SITE PLAN.dwg

UDC SECTION 21.5.11.D Criteria for Approval



1. The proposed use at the specified location is consistent with the policies embodied in the adopted Comprehensive Land Plan;

- The Comprehensive Plan designates this property as Industrial Hub.
- While Industrial Hub is intended to be a center for manufacturing and logistics activity, complimentary commercial services, especially in the buffer areas, are appropriate transitional uses.
- For these reasons, this proposal on this particular site conforms with the Comprehensive Land Use plan

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UDC SECTION 21.5.11.D Criteria for Approval

2. The proposed use is consistent with the general purpose and intent of the applicable zoning district regulations;

- General Business District (GB) is intended to provide suitable areas for the development of non-residential uses which offer a wide variety of retail and service establishments that are generally oriented toward serving the overall needs of the entire community.

- The convenience store with gas pumps would meet the intent of the zoning district.

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UDC SECTION 21.5.11.D Criteria for Approval

3. The proposed use is compatible with and preserves the character and integrity of adjacent developments and neighborhoods, and includes improvements either on-site or within the public rights-of-way to mitigate development related adverse impacts, such as safety, traffic, noise, odors, visual nuisances, drainage, or other similar adverse effects to adjacent development and neighborhoods.

- Adjacent to the property is a business park-style commercial development.
- Also, to the south is a large area with primarily higher-intensity commercial and some light-industrial activity.
- The property also abuts FM 1518, which is a secondary arterial. Given this, the proposed land use is compatible with the surrounding area
- The applicant will have to meet all site design standards in Article 9, which is in place to ensure adverse effects of development are minimized and mitigated on neighboring properties.

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UDC SECTION 21.5.11.D Criteria for Approval

4. The proposed use does not generate pedestrian or vehicular traffic which will be hazardous or conflict with the existing and anticipated traffic in the neighborhood.

- The proposed development will have two points of access on two separate roads, Maske Road and FM 1518.
- This will minimize the hazardous effect of traffic. Engineering will review a more detailed traffic impact analysis at the time of the site plan process.

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UDC SECTION 21.5.11.D Criteria for Approval

5. The proposed use incorporates roadway adjustments and traffic control devices or mechanisms, and access restrictions to control traffic flow or divert traffic as may be needed to reduce or eliminate development-generated traffic on neighborhood streets.

Engineering will review a more detailed traffic impact analysis at the time of the site plan process, and will determine what traffic mitigation methods will be required.

6. The proposed use incorporates features to minimize adverse effects, including visual impacts, of the proposed use on adjacent properties.

The proposed development will have to meet all site requirements in Article 9 including the screening and buffering that will be required. Article 9 is in place to ensure adverse effects are minimized and mitigated

7. The proposed use meets the standards for the zoning district, or to the extent variations from such standards have been requested, that such variations are necessary to render the use compatible with adjoining development and the neighborhood.

The proposed development will have to meet all dimensional and design requirements of the General Business District (GB) as stipulated in UDC Section 21.5.7. No variations to the requirements have been requested.

UDC SECTION 21.5.11.D Criteria for Approval

8. The proposed use promotes the health, safety, or general welfare of the City and the safe, orderly, efficient and healthful development of the City;

- As part of promoting health, safety and welfare, the City should encourage development compatible with surrounding uses utilizing standards and transitional uses to alleviate negative impacts.
- Given the existing General Business (GB) zoning of the subject property and the similar commercial zoning of adjacent properties, this development is compatible with surrounding land uses.

9. No application made under these provisions will receive final approval until all back taxes owed to the City have been paid in full; and

This does not impact the City Council's decision.

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UDC SECTION 21.5.11.D Criteria for Approval

10. Other criteria which, at the discretion of the Planning and Zoning Commission and City Council are deemed relevant and important in the consideration of the Specific Use Permit.

- Staff has ensured all UDC requirements have been met, and at this time have not received and special considerations from the Planning and Zoning Commission or the City Council.
- JBSA has reviewed this proposal and submitted a letter of no objection to staff.
- Also, a Specific Use Permit was approved as Ord. 18-S-34 on October 23, 2018, for the same property with the same use, and has since expired. This is important to note as this proposal is similar to what has already been previously approved by City Council.

Recommendation

Staff recommends approval of Ord. 24-S-142, the Specific Use Permit to allow a convenience store with gas pumps at the subject property, conditioned upon the following:

- A building permit is approved within two years of the adoption of the SUP Ordinance.

On June 5, 2024, the Planning and Zoning Commission recommended approval with a 6-1 vote

On July 2, 2024 Schertz City Council voted to approve the Specific Use Permit with a 7-0 vote.

COMMENTS AND QUESTIONS

SCHERTZ
COMMUNITY • SERVICE • OPPORTUNITY

Agenda No. 6.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**July 16, 2024**
Department:	**City Secretary**
Subject:	**Resolution 24-R-77 - Nominating Councilmember Allison Heyward to be re-appointed to Place 12 of the Board of Trustees of the Texas Municipal League Intergovernmental Risk Pool.(S.Williams/S.Edmondson)**

BACKGROUND

Every even-numbered year, the term of office for one-third of the elected Trustees expires, and an election is held to fill those designated Places.
Terms for Trustees in Places 11-14 expire October 1, 2024.
The governing body of each Member of the Pool may nominate one qualified person for the election.

The City of Schertz will nominate Councilmember Allison Heyward to be re-appointed to Place 12 of the Board of Trustees of the Texas Municipal League Intergovernmental Risk Pool.
Nominations must be received by the Board Secretary at the address below by 11:59 p.m. on Friday, August 2, 2024.
The Board Secretary will distribute a ballot to each Pool Member by August 17, 2024.

Attachments

Resolution 24-R-77 Support Heyward Nomination

TML Nomination Information

RESOLUTION 24-R-77

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS, NOMINATING ALLISON HEYWARD FOR THE POSITION PLACE 12 OF THE BOARD OF TRUSTEES OF THE TEXAS MUNICIPAL LEAGUE INTERGOVERNMENTAL RISK POOL

WHEREAS, Councilmember Allison Heyward has served on the TML Regional Board of Directors as Region 7 Director; and

WHEREAS, as a representative she has functioned as a trusted and vital communications link between the region and the TML Board and staff, and has proven her dedication to public service; and

WHEREAS, in her capacity as Councilmember and Region 7 Director she has exhibited unparalleled leadership to promote Regional and Statewide purposes of the Texas Municipal and its Mission; and,

WHEREAS, at the City of Schertz City Council nominate Allison Heyward to Place 12 of the TML Intergovernmental Risk Pool Board of Trustees; and

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ THAT:

SECTION l . City Council supports the nomination and candidacy of Councilmember Allison Heyward for the position of Place 12 of the TML Intergovernmental Risk Pool Board of Trustees; and

SECTION 2. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

SECTION 3. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America

.SECTION 4. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

SECTION 5 It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

SECTION 6. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND ADOPTED, this_____ day of _____2024.

City of Schertz

_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheila Edmondson, City Secretary

June 17, 2024

TO: All TML Intergovernmental Risk Pool Members
FROM: David Reagan – TMLIRP Board Secretary
RE: Nominations to the Board of Trustees of the Texas Municipal League Intergovernmental Risk Pool

---

It's time for nominations to fill four positions on the TML Intergovernmental Risk Pool Board of Trustees. The Board is comprised of fifteen voting members, twelve of whom are elected by the Pool's membership to serve staggered, six-year terms.

- **WHO/WHAT:** Every even-numbered year, the term of office for one-third of the elected Trustees expires, and an election is held to fill those designated Places. Terms for Trustees in Places 11-14 expire October 1, 2024. (Place 15 is an appointed, rather than elected, public member.) Those places are currently held by the following individuals:

  - Place 11 – Randy Criswell, City Manager, Wolfforth
  - Place 12 – Allison Heyward, Councilmember, Schertz
  - Place 13 – Harlan Jefferson, Deputy City Manager, Burleson
  - Place 14 – Mike Land, City Manager, Coppell

  The composition of the entire Board is on the back of this notice. Eligibility requirements for Places 11-14 are as follows:

  - Place 13 – Elected official or employee of any Pool Member
  - Place 11, 12, & 14 – Only elected officials or employees of a municipality that is a Pool Member

- **WHEN**: Nominations must be received by the Board Secretary at the address below by 11:59 p.m. on Friday, August 2, 2024

- **WHERE/HOW:** Each Board member is elected to a designated Place on the Board, and all nominations must show WHICH of the Places – 11, 12, 13, or 14 – for which the nomination is made. (No residency or other requirement applies.) The governing body of each Member of the Pool may nominate one qualified person for the election. Nominations must be mailed to the Board Secretary, with a short biographical sketch of the nominee and showing the designated Place for which the nomination is made, to the following address:

  Trustee Nomination
  Board Secretary
  P. O. Box 149194
  Austin, Texas 78714-9194

The Board Secretary will distribute a ballot to each Pool Member by August 17, 2024. Questions? Contact David Reagan, Board Secretary, at 512-491-2300.

Current Texas Municipal League Intergovernmental Risk Pool Board of Trustee Members and the date their terms expire include:

Place 7 **(Oct. 1, 2028)**
Mary M. Dennis, Chair
Mayor, City of Live Oak

Place 5 **(Oct. 1, 2026)**
Bert Lumbreras
Appointed Public Member

Place 1 **(Oct. 1, 2026)**
Vacant

Place 2
J.W. Buzz Fullen **(Oct. 1, 2026)**
Mayor, City of Henderson

Place 3 **(Oct. 1, 2026)**
Jeffrey Snyder
City Manager, City of Plainview

Place 4 **(Oct. 1, 2026)**
Austin Bleess
City Manager, City of Jersey Village

Place 6 **(Oct. 1, 2028)**
Kimberly Meismer
Assistant City Manager, City of Kerrville

Place 8 **(Oct. 1, 2028)**
Chris Coffman
City Manager, City of Granbury

Place 9 **(Oct. 1, 2028)**
Opal Mauldin-Jones.
City Manager, City of Lancaster

Place 10 **(Oct. 1, 2028)**
Michael Alexander
Appointed Public Member

Place 11 **(Oct. 1, 2024)**
Randy Criswell,
City Manager, City of Wolfforth

Place 12 **(Oct. 1, 2024)**
Allison Heyward
Councilmember, City of Schertz

Place 13 **(Oct. 1, 2024)**
Harlan Jefferson
Deputy City Manager, City of Burleson

Place 14 **(Oct. 1, 2024)**
Mike Land
City Manager, City of Coppell

Place 15 **(Oct. 1, 2024)**
Rickey Childers
Appointed Public Member

TML Representative
Holly Gray-Moore
Mayor Pro Tem – Ward 1, City of Roanoke

TML Representative
Bennett Sandlin
Executive Director, Texas Municipal League

Agenda No. 7.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**July 16, 2024**
Department:	**City Secretary**
Subject:	**Resolution 24-R-81- Authorizing the Approval of Development Agreements with Sharlene E & Timothy A Fey and Sandra Reeh ET AL, for approximately 223 acres of land in relation to Annexation, Extraterritorial Jurisdiction Status and other matters in connection therewith. (B. James/L. Wood/E. Delgado)**

BACKGROUND

Sharlene and Timothy Fey own approximately 102 acres of property, of which approximately 5 acres is utilized for residential purposes and the remaining approximately 97 acres is utilized for Agricultural Operations and rental housing. Sandra Reeh owns approximately 113 acres of property, of which approximately 1 acre is utilized for residential purposes and the remaining approximately 112 acres is utilized for Agricultural Operations. The proposed Development Agreements with these property owners would allow for the annexation of the approximately 123 acres that is utilized for Agricultural Operations and rental housing. The proposed Agreements would also allow for the approximately 1.5 acres that is utilized for residential purposes to remain within the City of Schertz Extraterritorial Jurisdiction, or in other words, could not be annexed into the City of Schertz for the term of the agreement.

GOAL

The goal of Resolution 24-R-73 is to authorize Development Agreements with Sharlene E & Timothy A Fey and Sandra Reeh ET AL, for approximately 101 and 123 acres of land.

COMMUNITY BENEFIT

The community benefit is to promote safe, orderly, efficient development and bring about the City's vision of future growth.

SUMMARY OF RECOMMENDED ACTION

Staff recommends that the City Council approve Resolution 24-R-81, authorizing Development Agreements with Sharlene E & Timothy A Fey and Sandra Reeh ET AL.

RECOMMENDATION

Staff recommends that the City Council approve Resolution 24-R-81

Attachments

Resolution 24-R-81 with attachments

RESOLUTION NO. 24-R-81

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING THE APPROVAL OF DEVELOPMENT AGREEMENTS WITH SHARLENE E. & TIMOTHY A FEY AND SANRA REEH ET AL, FOR APPROXIMATELY 223 ACRES OF LAND IN RELATION TO ANNEXATION, EXTRATERRITORIAL JURISDICTION STATUS AND OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, the City staff of the City of Schertz (the "City") has been approached by Sharlene E & Timothy A Fey and Sandra Reeh ET AL, ("Owner(s)") to enter into Development Agreements in relation to annexation, extraterritorial jurisdiction status in relation to approximately 223 acres; and

WHEREAS, Texas Local Government Code Section 212 allows the City to enter into an agreement with an owner of land that is located in the extraterritorial jurisdiction of the municipality; and

WHEREAS, the exhibit A is attached illustrating the approximately 223 acres that identified within this resolution; and

WHEREAS, the City staff has recommended that the development agreement in relation to annexation, extraterritorial jurisdiction status, and other matters in connection as outlined within the Development Agreement.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

Section 1. The City Council hereby authorizes the City Manager to execute and deliver the Development Agreements with Sharlene E & Timothy A Fey and Sandra Reeh ET AL (Owner(s)) generally per the attached Exhibit B, subject to changes approved by the City Manager and City Attorney.

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be

valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

Section 7. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND ADOPTED, this _____day of _____, 2024.

CITY OF SCHERTZ, TEXAS

_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheila Edmondson, City Secretary

Exhibit "A"
The Subject Properties

Exhibit "A": Property Depiction



SCHERTZ

City of Schertz

Annexation Parcels

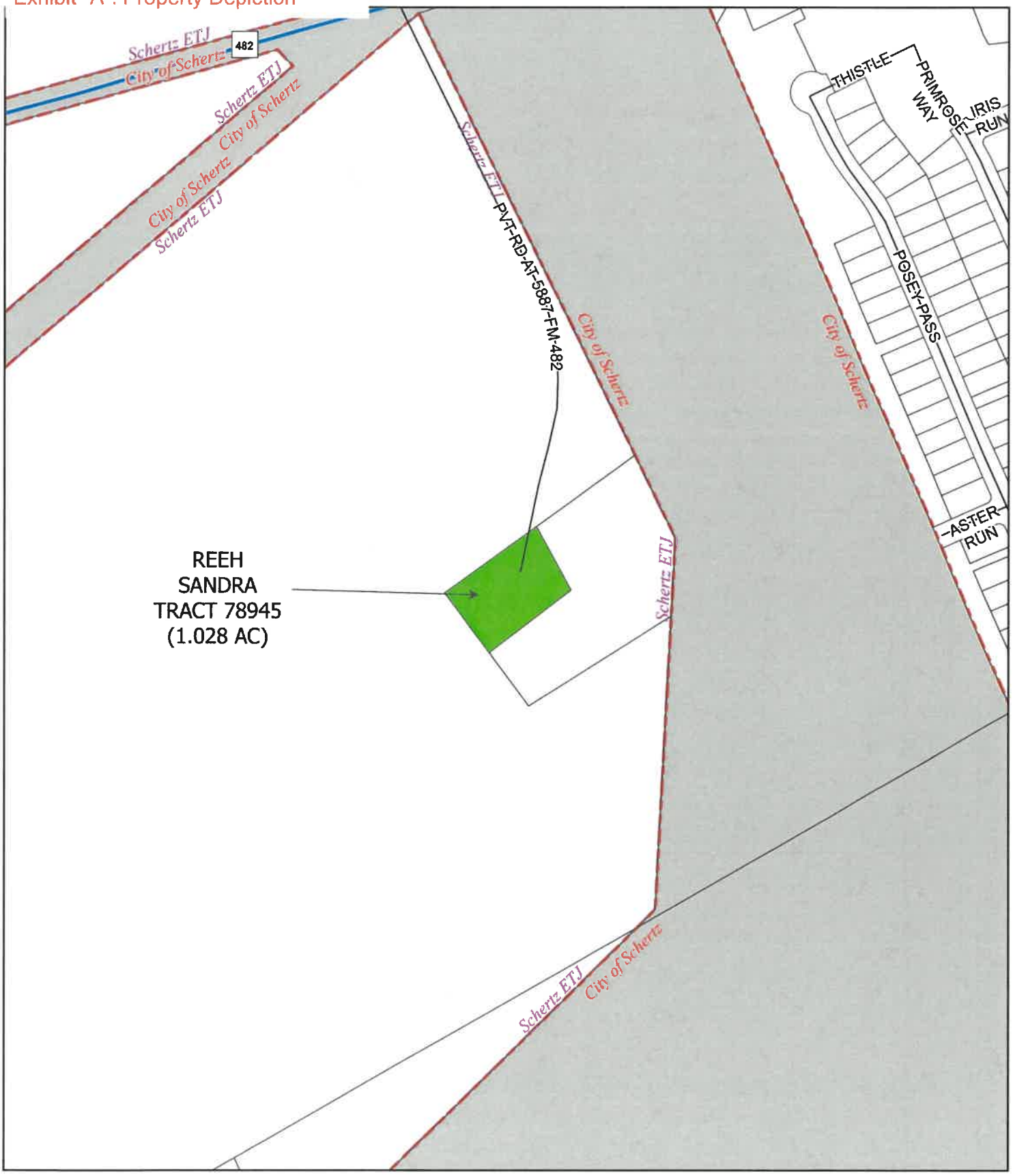
Schertz Municipal Boundary

Last Update: April 10, 2024

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

0 250 500 1,000 1,500 Feet

Exhibit "A": Property Depiction



SCHERTZ City of Schertz

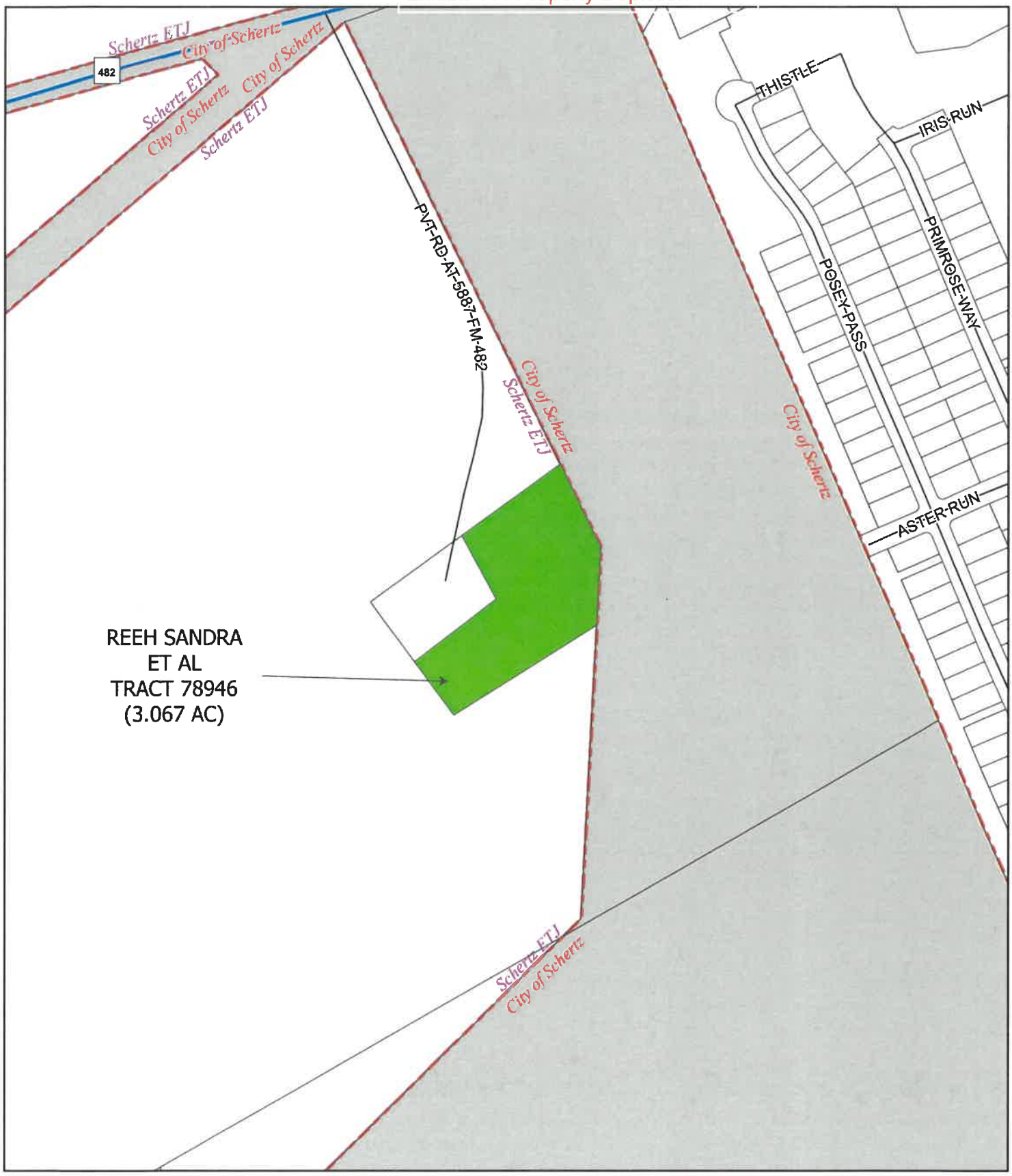
Annexation Parcels
Schertz Municipal Boundary

Last Update: April 11, 2024

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0 150 300 600 900 Feet

Exhibit "A": Property Depiction



SCHERTZ

City of Schertz

Annexation Parcels

Schertz Municipal Boundary

Last Update: April 11, 2024

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0 150 300 600 900 Feet

Exhibit "A": Property Depiction



SCHERTZ

City of Schertz

Annexation Parcels

Schertz Municipal Boundary

0 150 300 600 900 Feet

Last Update: April 10, 2024

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Exhibit "A": Property Depiction



SCHERTZ

City of Schertz

Annexation Parcels

Schertz Municipal Boundary

Last Update: April 10, 2024

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0 162.5 325 650 975 Feet

Exhibit "A": Property Depiction



SCHERTZ

City of Schertz

Annexation Parcels

Schertz Municipal Boundary

Last Update: April 10, 2024

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0 225 450 900 1,350 Feet

Exhibit "A": Property Depiction



SCHERTZ City of Schertz

Last Update: April 10, 2024

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Annexation Parcels

Schertz Municipal Boundary

0 200 400 800 1,200 Feet

Exhibit "A": Property Depiction



SCHERTZ City of Schertz

Annexation Parcels

Schertz Municipal Boundary

0 175 350 700 1,050 Feet

Last Update: April 10, 2024

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

Exhibit "B"
Development
Agreements

DEVELOPMENT AGREEMENT

BY AND AMONG

CITY OF SCHERTZ, TEXAS

AND

TIMOTHY A. FEY & SHARLENE E. FEY

This Development Agreement ("Agreement") is entered into by and among the City of Schertz, Texas (as further defined herein, the "City") and Timothy A. Fey & Sharlene E. Fey (collectively, "Owner") (collectively, the "Parties") and is effective as of the Effective Date for the duration of the Term.

RECITALS

WHEREAS, the Owner owns approximately 100.535 acres of real property, also known as Comal County Appraisal District Parcels 79004, 79006, and 79009, as more particularly described in the attached Exhibit "A" (the "Property"); and

WHEREAS, the Property is located in Comal County, Texas, wholly outside the City's corporate limits but wholly within the City's extraterritorial jurisdiction (the "ETJ"); and

WHEREAS, the Property is not located in any other municipality's corporate limits or extraterritorial jurisdiction; and

WHEREAS, Owner currently uses a portion of the Property for single-family residential purposes ("Residential Tract") and a portion of the Property for agricultural purposes ("Agricultural Tract"); and

WHEREAS, the Residential Tract is approximately 1.5 acres, and the Agricultural Tract is approximately 99.035 acres;

WHEREAS, the Parties agree that the Agricultural Tract may be annexed into the City, and that the Residential Tract shall remain within the City's extraterritorial jurisdiction; and

WHEREAS, the City agrees that upon annexation of the Agricultural Tract, Agricultural Use (as defined herein) may continue on the Agricultural Tract regardless of zoning or other City regulations; and

WHEREAS, the Parties agree that the City may exercise its right to annex the Agricultural Tract at any time during the Term of this Agreement; and

WHEREAS, the Parties acknowledge that State annexation law may change, and the Parties intend that this Agreement shall continue in full force and effect regardless of changes to State law, specifically Chapters 42, 43 and 212 of the Texas Local Government Code; and

WHEREAS, upon full purpose annexation of the Agricultural Tract, necessary police, public safety, and other municipal utility services will be provided to the Agricultural Tract as herein described and in compliance with the relevant provisions of Chapter 43 of the Texas Local Government Code; and

WHEREAS, Parties acknowledge that this Agreement serves as a written agreement regarding services in accordance with Section 43.0672 of the Texas Local Government Code; and

WHEREAS, this Agreement is a development agreement of the type described by Subchapter G of Chapter 212; and

WHEREAS, the City entered into multiple development agreements for the Property (" Original Development Agreements"), and then extended the Original Development Agreements on February 24, 2021 ("Extension"); and

WHEREAS, upon the approval of this Agreement, the Parties agree to the termination of the Original Development Agreements and the Extension, including any surviving provisions, and waiver of any associated claims and rights associated with the Original Development Agreements and/or the Extension; and

WHEREAS, the City has provided the Owner with a written disclosure that includes: (1) a statement that the Owner is not required to enter into the Agreement; (2) the authority under which the City may annex the Property with references to relevant law; (3) a plain-language description of the annexation procedures applicable to the Property; (4) whether the procedures require the Owner's consent; and (5) a statement regarding the City's waiver of immunity to suit; and

NOW, THEREFORE, for and in consideration of the above stated recitals, which are made a part of this Agreement for all purposes, the benefits described below, and the mutual promises expressed herein, the sufficiency of which is hereby acknowledged by the Parties, the Parties hereby contract, covenant, and agree as follows:

ARTICLE 1
DEFINED TERMS

1.01 Construction of Terms. All terms and phrases defined herein shall have the meanings and definitions ascribed thereto. Terms that have well known technical, municipal, or construction or development industry meanings are used in accordance with such recognized meanings, unless otherwise defined herein or unless the context clearly indicates a different meaning. If appropriate in the context of this Agreement, words of the singular shall be considered to include the plural, words of the plural shall be considered to include the singular, and words of the masculine, feminine, or neuter gender shall be considered to include the other genders.

1.02 Definition of Certain Terms. In addition to capitalized terms defined throughout this Agreement, the following terms used in this Agreement have the meaning ascribed thereto:

"Agricultural Tract" means the approximately 99.035 acre portion of the Property used for agricultural purposes as further described on the attached Exhibit "B".

"Agricultural Use" shall have the same meaning as "Agricultural Operation", as defined by Texas Agricultural Code Chapter 251 as of the Effective Date.

"Authorizing Ordinance" means Ordinance No. _____ adopted by the City Council on July 16, 2024, which ordinance authorizes the City's entering into this Agreement and other matters necessary or incidental to the foregoing, all in accordance with Subchapter G of Chapter 212.

"Chapter 42" means Chapter 42, as amended, Texas Local Government Code.

"Chapter 43" means Chapter 43, as amended, Texas Local Government Code.

"Chapter 212" means Chapter 212, as amended, Texas Local Government Code.

"Chapter 245" means Chapter 245, as amended, Texas Local Government Code.

"City" means the City of Schertz, Texas, a Texas Home Rule Municipality, located in Guadalupe County.

"City Council" means the City Council of the City, as its governing body.

"City ETJ" means the City's Extraterritorial Jurisdiction, as determined under Chapter 42, the unincorporated area that is contiguous to the corporate boundaries of the City (plus those contiguous areas that are included in the City ETJ by request of the owners thereof).

"City Representative" means the City Manager or another official or representative of the City, as the City representative designated by the City Council to undertake certain duties and obligations hereunder on the City's behalf.

"Code" means the City Code of Ordinances, including the City's Unified Development Code, as from time to time amended by the City Council.

"Effective Date" means July 16, 2024, being the date of this Agreement's effectiveness.

"Fee Ordinance" means the City's ordinance establishing the comprehensive fee schedule for City services, adopted annually and being uniformly applicable to all residents and development within the corporate limits of the City.

"Party" or "Parties" means the City and the Owner, collectively or (as applicable and in context) singularly.

"Residential Tract" means the approximately 1.5-acre portion of the Property used for single-family residential purposes as further described on the attached Exhibit "C".

"State" shall mean the State of Texas.

"Term" means the period of time beginning on the Effective Date and ending on the Termination Date.

"Termination Date" means the date that is the forty-fifth (45th) anniversary of the Effective Date.

"UDC" shall mean the City's Unified Development Code as of the Effective Date.

ARTICLE 2
AUTHORITY, TERM, AND LIABILITY

2.01 Authority.

(a) The City enters into this Agreement pursuant to the authority granted thereto under the Constitution and general laws of the State of Texas, including (particularly) Article III, Section 52-a of the Texas Constitution, Subchapter G of Chapter 212, and the Authorizing Ordinance.

(b) Regarding Agricultural Use of the Agricultural Tract herein described, this Agreement is determined to be a plan under which general uses and development of the Property are authorized pursuant to and in accordance with Section 212.172(b)(2), as amended, Texas Local Government Code.

(c) The Owner acknowledges and agrees that the City may zone the Agricultural Tract in a manner consistent with the uses hereunder contemplated, but this Agreement does not constitute a contract for specific zoning.

2.02 Term. This Agreement shall become effective and enforceable on the Effective Date and shall continue through the Termination Date.

ARTICLE 3
DEVELOPMENT

3.01 Development.

(a) Agricultural Tract. As a result of full-purpose annexation of the Agricultural Tract in accordance with Article 5, the Parties intend that the City shall have and exercise exclusive jurisdiction over the review and approval of preliminary and final plats relative to the Agricultural Tract. The Agricultural Use of the Agricultural Tract may continue subsequent to annexation by the City. City building permits related to the Agricultural Use shall be required, but only if required by Code and not excepted by State law or UDC Section 21.7.11, as adopted by the City on June 18, 2024. Any other use of the Agricultural Tract shall require all necessary City approvals in effect as of the date of such change in use.

(b) Residential Tract. The Residential Tract shall remain in the ETJ, and provided that this tract is used for single-family residential purposes or Agricultural Use, and is not subdivided, it shall not be subject to City regulations, including platting and permitting requirements.

(c) Governing Regulations. Except as specifically provided in this Agreement, all Property development shall be governed solely by this Agreement. The Agricultural Tract shall also be subject to the provisions of Code, with the Agreement controlling in the event of conflict. This Agreement, and Code as applicable to the Agricultural Tract, are exclusive, and no other ordinances, rules, regulations, standards, policies, orders, guidelines, or other City-adopted or City-enforced requirements of any kind (including but not limited to any development moratorium adopted by the City after the Effective Date) apply to the development of the Property.

(d) Chapter 245. Notwithstanding the foregoing, and to the extent not inconsistent with the provisions of this Agreement, the Owner may exercise rights under Chapter 245. The Parties hereby agree that the Effective Date shall be the date for establishment of the Owner's rights under Chapter 245, pursuant to Section 245.002(a-1) of such Chapter. The Owner may not take advantage of any changes to laws, rules, regulations, or ordinances of the City or other regulatory agency occurring after the Effective Date that are inconsistent with the terms of this Agreement without prior receipt of the City's consent (such consent not to be unreasonably withheld), which shall be reflected in the form of an amendment to this Agreement made in accordance with Section 11.05 hereof. For the avoidance of doubt, the foregoing restriction shall not prohibit the Owner from taking advantage of prospective changes in laws, rules, regulations, or City ordinances that do not otherwise conflict with the provisions of this Agreement.

(e) Conflict. Except as otherwise provided by the foregoing, if there is a conflict between this Agreement and the application of any other ordinance, rule, regulation, standard, policy, order, guideline or other City-adopted or City-enforced requirement, whether existing on the Effective Date or hereafter adopted (including the Code), then this Agreement shall control. If there is a conflict between any Approved Plat and any of the other Governing Regulations, the Approved Plat shall control. The Governing Regulations shall be read in concert, with all reasonable effort made by the Parties to reconcile their respective terms and provisions. In the event of direct conflict, the provisions of this Agreement shall supersede and control over competing or contradictory provisions of the Code.

ARTICLE 4
MUNICIPAL SERVICES

4.01 Police Services. The City shall, upon annexation of the Agricultural Tract (and not before), provide police service to the Agricultural Tract. The City shall, upon annexation of the Residential Tract (and not before), provide police service to the Residential Tract.

4.02 Fire and Emergency Response Services. The City shall, upon annexation of the Agricultural Tract (and not before), provide fire and emergency response service to the Agricultural Tract. The City shall, upon annexation of the Residential Tract (and not before), provide fire and emergency response service to the Residential Tract.

4.03 Trash Service. The City shall, following annexation of the Agricultural Tract (and not before), and at the written request of the Owner, provide trash service to the Agricultural Tract. The City shall, upon annexation of the Residential Tract (and not before), provide trash service to the Residential Tract.

4.04 Water/Sewer Service. If within its certificate of convenience and necessity ("CCN") service area, the City shall make available, upon annexation of the Agricultural Tract (and not before), water and sewer service to the Agricultural Tract. Unless the Agricultural Use of the Agricultural Tract is terminated, and the Agricultural Tract is being subdivided, Owner shall have no obligation to use City water or sewer, nor to extend infrastructure to the Property. Private water wells are permitted on the Property and shall not be regulated by the City, further, wells on the Agricultural Tract may serve the Residential Tract and vice versa. If within its CCN service area, the City shall make available, upon annexation of the Residential Tract (and not before), water and sewer service to the Residential Tract.

ARTICLE 5
ANNEXATION & ZONING

5.01 **Petition for Annexation into City**. The Owner hereby agrees to the voluntary, full-purpose annexation of the Agricultural Tract and hereby submits, as Exhibit "D" hereto, a petition requesting the annexation of the Agricultural Tract (the "Annexation Petition"). The Annexation Petition is deemed filed by the Owner as of the Effective Date and the City agrees to pursue and process full annexation as quickly as reasonably possible. The Parties agree that the Residential Tract shall remain in the City's ETJ during the Term of this Agreement unless the Owner or Owner's successors in interest submits a petition for annexation of the Residential Tract to the City.

5.02 **City Council Action**. City action initiating annexation shall occur as soon as practicable after the Effective Date and after the City's receipt of the completed Annexation Petition, which shall include the steps required under Chapter 43 for the full-purpose annexation of the Agricultural Tract. Notwithstanding its full-purpose annexation of the Agricultural Tract, provision of City services, including extension of Public Infrastructure, to the Property shall be made subject to this Agreement and no other agreement, regulation, or law.

5.03 **Permanent Zoning**. City agrees that the Agricultural Tract shall be permanently zoned simultaneously with annexation of the Property. The City cannot contractually agree to the zoning designation the Agricultural Tract shall receive; however, the City recognizes the Owner's rights under Chapter 245 and Section 43.002 of the Texas Local Government Code. In the event the Agricultural Tract is rezoned to another zoning classification, or when the Residential Tract is annexed and zoned, City rezoning and plan amendment fees shall not apply.

ARTICLE 6
DEFAULT AND NOTICE

6.01 **Notice and Opportunity to Cure**. If either Party defaults in its obligations under this Agreement, the other Party must, prior to exercising a remedy available to that Party due to the default, give written notice to the defaulting Party, specifying the nature of the alleged default and the manner in which it can be satisfactorily cured, and extend to the defaulting Party at least thirty (30) calendar days from receipt of the notice to cure the default. If the nature of the default is such that it cannot reasonably be cured within the thirty (30) calendar day period, the commencement of the cure within the thirty (30) calendar day period and the diligent prosecution of the cure to completion will be deemed a cure within the cure period.

6.02 **Enforcement**. The Parties may enforce this Agreement by any proceeding at law or equity. Failure of either Party to enforce this Agreement shall not be deemed a waiver to enforce the provisions of this Agreement thereafter. The Parties agree that monetary damages are not a sufficient remedy for a default of this Agreement. As a remedy for default, the non-defaulting party shall be entitled to equitable relief, including specific performance of this Agreement, but not monetary damages. In addition to the foregoing, a remedy to each Party for the other's default hereunder shall be termination of this Agreement.

6.03 **Notices**. Any notice required or permitted to be delivered hereunder shall be in writing and shall be deemed received on the earlier of (i) actual receipt by mail, Federal Express or other delivery service, fax, email or hand delivery; or (ii) three (3) business days after being sent by United States mail, postage prepaid, certified mail, return receipt requested, addressed to City or the Developer, as the case may be, at the address stated below.

Any notice mailed to the City shall be addressed:

City of Schertz
Attn: Planning Department
1400 Schertz Parkway
Schertz, Texas 78154

with a copy to: Denton Navarro Rodriguez Bernal Santee & Zech, P.C.
Attn.: Daniel Santee
2517 North Main Avenue
San Antonio, Texas 78212
tdsantee@rampagelaw.com

Any notice mailed to the Owner shall be addressed:

Timothy A. Fey & Sharlene E. Fey
6028 FM 482
New Braunfels, TX 78132

with a copy to: Ashley Farrimond
Killen, Griffin & Farrimond
10101 Reunion Place, Suite 250
San Antonio, Texas 78216
ashley@kgftx.com

Any Party may change the address for notice to it by giving notice of such change in accordance with the provisions of this paragraph.

ARTICLE 7
MISCELLANEOUS

7.01 Multiple Originals. The Parties may execute this Agreement in one or more duplicate originals, each of equal dignity.

7.02 Entire Agreement; Parties in Interest. This Agreement, together with any exhibits attached hereto, constitutes the entire agreement between Parties with respect to its subject matter, and may not be amended except by a writing signed by all Parties with authority to sign and dated subsequent to the date hereof. There are no other agreements, oral or written, except as expressly set forth herein. No person, other than a Party, shall acquire or have any right hereunder or by virtue hereof. This Agreement shall run with the land and be applicable to any successors ,assigns, and/or heirs of the Owner.

7.03 Recordation. A copy of this Agreement will be recorded in the Official Public Records of Comal County by the City.

7.04 Governing Law; Venue. This Agreement shall be governed by and construed in accordance with the laws of the State. This Agreement is performable in Comal County. Any legal action or proceeding brought or maintained, directly or indirectly, as a result of this Agreement shall be heard and determined in a court of competent jurisdiction located in Guadalupe County. Notwithstanding the foregoing, the parties hereto agree that any dispute that may arise under this Agreement shall first be submitted to non-binding mediation, or to alternative dispute resolution proceedings, before litigation is filed in court.

7.05 Termination or Amendment by Agreement. This Agreement may only be terminated prior to the Termination Date, or its terms amended by mutual written consent of the Parties.

7.06 No Oral or Implied Waiver. The Parties may waive any of their respective rights or conditions contained herein or any of the obligations of the other Party hereunder, but unless this Agreement expressly provides that a condition, right, or obligation is deemed waived, any such waiver will be effective only if in writing and signed by the party waiving such condition, right, or obligation. The failure of either party to insist at any time upon the strict performance of any covenant or agreement in this Agreement or to exercise any right, power, or remedy contained in this Agreement will not be construed as a waiver or a relinquishment thereof for the future.

7.07 No Third-Party Beneficiary. This Agreement is not intended, nor will it be construed, to create any third-party beneficiary rights in any person or entity who is not a Party, unless expressly otherwise provided herein.

7.08 No Personal Liability. None of the members of the City Council, nor any officer, agent, or employee of the City, shall be charged personally by the Owner with any liability, or be held liable to the Owner under any term or provision of this Agreement, or because of execution or attempted execution, or because of any breach or attempted or alleged breach, of this Agreement.

7.09 Severability. If any provision of this Agreement shall be held or deemed to be or shall, in fact, be invalid, inoperative or unenforceable as applied in any particular case in any jurisdiction or jurisdictions, or in all jurisdictions because it conflicts with any provision of any Constitution, statute, rule of public policy, or any other reason, such circumstances shall not have the effect of rendering the provision in question invalid, inoperative or unenforceable in any other case or circumstance, or of rendering any other provision or provisions of this Agreement invalid, inoperative or unenforceable to any extent whatever.

7.10 Section Headings. Section headings have been inserted in this Agreement as a matter of convenience of reference only, and it is agreed that such section headings are not a part of this Agreement and will not be used in the interpretation of any provisions of this Agreement.

* * *

DRAFT

Owner:

Timothy A. Fey

By: _____
Date: _____

THE STATE OF TEXAS §
§
COUNTY OF _____ §

This instrument was acknowledged before me on _____, 2024, by Timothy A. Fey.

_____
Notary Public in and for the State of Texas

DRAFT

Owner:

Sharlene E. Fey

By: _____
Date: _____

THE STATE OF TEXAS §
§
COUNTY OF _____ §

This instrument was acknowledged before me on _____, 2024, by Sharlene E. Fey.

_____
Notary Public in and for the State of Texas

DRAFT

CITY OF SCHERTZ, TEXAS

By: _____
_____, Mayor

Date: _____

THE STATE OF TEXAS §
§
COUNTY OF GUADALUPE §

This instrument was acknowledged before me on _____, 2024, by _____, Mayor of City of Schertz, a Texas Home Rule Municipality.

_____
Notary Public in and for the State of Texas

DRAFT

EXHIBIT A
The Property

DRAFT

EXHIBIT B
Agricultural Property

DRAFT

EXHIBIT C
Residential Property

DRAFT

EXHIBIT D
Annexation Petition

PETITION FOR ANNEXATION OF LAND INTO THE CITY OF SCHERTZ

TO THE HONORABLE CITY COUNCIL, CITY OF SCHERTZ, TEXAS:

I or we, _____, owner(s) of the land described below by metes and bounds and, being contiguous and adjacent land and territory to the present corporate limits of the City of Schertz, Texas, hereby request annexation of the described land into the City of Schertz. I (we) understand that the request does not necessarily mean that the land will be annexed, but that the City will consider the request based upon requests received from other landowners and an evaluation of services to be provided.

Name: _____

Address: _____

City/State/Zip: _____

{INSERT LEGAL DESCRIPTION AND/OR ATTACH PLAT & METES AND BOUNDS DESCRIPTION}

Wherefore, petitioners respectfully request that the hereinabove described land be forthwith incorporated into and become a part of the territory of the municipal corporation of the City of Schertz.

Respectfully Submitted,

[NAME OF LANDOWNER]

By: _____
[NAME, TITLE]

STATE OF TEXAS
COUNTY OF _____
BEFORE ME, the undersigned authority, on this day personally appeared _____ as _____ of petitioner _____, who having knowledge of the facts contained herein acknowledged to me that he executed the same for the purposes and consideration therein expressed, on this _____ day of _____, 2024.

_____
Notary Public

DEVELOPMENT AGREEMENT

BY AND AMONG

CITY OF SCHERTZ, TEXAS

AND

SANDRA A. REEH, RACHELLE REEH ORTIZ & RANESSA REEH BROADDUS

This Development Agreement ("Agreement") is entered into by and among the City of Schertz, Texas (as further defined herein, the "City") and Sandra A. Reeh, Rachelle Reeh Ortiz & Ranessa Reeh Broaddus (collectively, "Owner") (collectively, the "Parties") and is effective as of the Effective Date for the duration of the Term.

RECITALS

WHEREAS, the Owner owns approximately 122.597 acres of real property, also known as Comal County Appraisal District Parcels 79001, 78945, 78946, 78247, 75480, as more particularly described in the attached Exhibit "A" (the "Property"); and

WHEREAS, the Property is located in Comal County, Texas, wholly outside the City's corporate limits but wholly within the City's extraterritorial jurisdiction (the "ETJ"); and

WHEREAS, the Property is not located in any other municipality's corporate limits or extraterritorial jurisdiction; and

WHEREAS, Owner currently uses a portion of the Property for single-family residential purposes ("Residential Tract") and a portion of the Property for agricultural purposes ("Agricultural Tract"); and

WHEREAS, the Residential Tract is approximately 1.393 acres, and the Agricultural Tract is approximately 121.204 acres;

WHEREAS, the Parties agree that the Agricultural Tract may be annexed into the City, and that the Residential Tract shall remain within the City's extraterritorial jurisdiction; and

WHEREAS, the City agrees that upon annexation of the Agricultural Tract, Agricultural Use (as defined herein) may continue on the Agricultural Tract regardless of zoning or other City regulations; and

WHEREAS, the Parties agree that the City may exercise its right to annex the Agricultural Tract at any time during the Term of this Agreement; and

WHEREAS, the Parties acknowledge that State annexation law may change, and the Parties intend that this Agreement shall continue in full force and effect regardless of changes to State law, specifically Chapters 42, 43 and 212 of the Texas Local Government Code; and

WHEREAS, upon full purpose annexation of the Agricultural Tract, necessary police, public safety, and other municipal utility services will be provided to the Agricultural Tract as herein described and in compliance with the relevant provisions of Chapter 43 of the Texas Local Government Code; and

WHEREAS, Parties acknowledge that this Agreement serves as a written agreement regarding services in accordance with Section 43.0672 of the Texas Local Government Code; and

WHEREAS, this Agreement is a development agreement of the type described by Subchapter G of Chapter 212; and

WHEREAS, the City entered into multiple development agreements with Sandra Reeh and Dwight D. Reeh for the Property ("Original Development Agreements"), and then extended the original Development Agreements on February 24, 2021 ("Extension"); and

WHEREAS, since execution of the Original Development Agreements, Rachelle Reeh Ortiz & Ranessa Reeh Broaddus have succeeded Dwight D. Reeh in his interests in the Property; and

WHEREAS, upon the approval of this Agreement, the Parties agree to the termination of the Original Development Agreements and the Extension, including any surviving provisions, and waiver of any associated claims and rights associated with the Original Development Agreements and/or the Extension; and

WHEREAS, the City has provided the Owner with a written disclosure that includes: (1) a statement that the Owner is not required to enter into the Agreement; (2) the authority under which the City may annex the Property with references to relevant law; (3) a plain-language description of the annexation procedures applicable to the Property; (4) whether the procedures require the Owner's consent; and (5) a statement regarding the City's waiver of immunity to suit; and

NOW, THEREFORE, for and in consideration of the above stated recitals, which are made a part of this Agreement for all purposes, the benefits described below, and the mutual promises expressed herein, the sufficiency of which is hereby acknowledged by the Parties, the Parties hereby contract, covenant, and agree as follows:

ARTICLE 1
DEFINED TERMS

1.01 Construction of Terms. All terms and phrases defined herein shall have the meanings and definitions ascribed thereto. Terms that have well known technical, municipal, or construction or development industry meanings are used in accordance with such recognized meanings, unless otherwise defined herein or unless the context clearly indicates a different meaning. If appropriate in the context of this Agreement, words of the singular shall be considered to include the plural, words of the plural shall be considered to include the singular, and words of the masculine, feminine, or neuter gender shall be considered to include the other genders.

1.02 Definition of Certain Terms. In addition to capitalized terms defined throughout this Agreement, the following terms used in this Agreement have the meaning ascribed thereto:

"Agricultural Tract" means the approximately 121.204 acre portion of the Property used for agricultural purposes as further described on the attached Exhibit "B".

"Agricultural Use" shall have the same meaning as "Agricultural Operation", as defined by Texas Agricultural Code Chapter 251 as of the Effective Date.

"Authorizing Ordinance" means Ordinance No. _____ adopted by the City Council on July 16, 2024, which ordinance authorizes the City's entering into this Agreement and other matters necessary or incidental to the foregoing, all in accordance with Subchapter G of Chapter 212.

"Chapter 42" means Chapter 42, as amended, Texas Local Government Code.

"Chapter 43" means Chapter 43, as amended, Texas Local Government Code.

"Chapter 212" means Chapter 212, as amended, Texas Local Government Code.

"Chapter 245" means Chapter 245, as amended, Texas Local Government Code.

"City" means the City of Schertz, Texas, a Texas Home Rule Municipality, located in Guadalupe County.

"City Council" means the City Council of the City, as its governing body.

"City ETJ" means the City's Extraterritorial Jurisdiction, as determined under Chapter 42, the unincorporated area that is contiguous to the corporate boundaries of the City (plus those contiguous areas that are included in the City ETJ by request of the owners thereof).

"City Representative" means the City Manager or another official or representative of the City, as the City representative designated by the City Council to undertake certain duties and obligations hereunder on the City's behalf.

"Code" means the City Code of Ordinances, including the City's Unified Development Code, as from time to time amended by the City Council.

"Effective Date" means July 16, 2024, being the date of this Agreement's effectiveness.

"Fee Ordinance" means the City's ordinance establishing the comprehensive fee schedule for City services, adopted annually and being uniformly applicable to all residents and development within the corporate limits of the City.

"Party" or "Parties" means the City and the Owner, collectively or (as applicable and in context) singularly.

"Residential Tract" means the approximately 1.393-acre portion of the Property used for single-family residential purposes as further described on the attached Exhibit "C".

"State" shall mean the State of Texas.

"Term" means the period of time beginning on the Effective Date and ending on the Termination Date.

"Termination Date" means the date that is the forty-fifth (45th) anniversary of the Effective Date.

"UDC" shall mean the City's Unified Development Code as of the Effective Date.

ARTICLE 2
AUTHORITY, TERM, AND LIABILITY

2.01 Authority.

(a) The City enters into this Agreement pursuant to the authority granted thereto under the Constitution and general laws of the State of Texas, including (particularly) Article III, Section 52-a of the Texas Constitution, Subchapter G of Chapter 212, and the Authorizing Ordinance.

(b) Regarding Agricultural Use of the Agricultural Tract herein described, this Agreement is determined to be a plan under which general uses and development of the Property are authorized pursuant to and in accordance with Section 212.172(b)(2), as amended, Texas Local Government Code.

(c) The Owner acknowledges and agrees that the City may zone the Agricultural Tract in a manner consistent with the uses hereunder contemplated, but this Agreement does not constitute a contract for specific zoning.

2.02 Term. This Agreement shall become effective and enforceable on the Effective Date and shall continue through the Termination Date.

ARTICLE 3
DEVELOPMENT

3.01 Development.

(a) Agricultural Tract. As a result of full-purpose annexation of the Agricultural Tract in accordance with Article 5, the Parties intend that the City shall have and exercise exclusive jurisdiction over the review and approval of preliminary and final plats relative to the Agricultural Tract. The Agricultural Use of the Agricultural Tract may continue subsequent to annexation by the City. City building permits related to the Agricultural Use shall be required, but only if required

by Code and not excepted by State law or UDC Section 21.7.11, as adopted by the City on June 18, 2024. Any other use of the Agricultural Tract shall require all necessary City approvals in effect as of the date of such change in use.

(b) Residential Tract. The Residential Tract shall remain in the ETJ, and provided that this tract is used for single-family residential purposes or Agricultural Use, and is not subdivided, it shall not be subject to City regulations, including platting and permitting requirements.

(c) Governing Regulations. Except as specifically provided in this Agreement, all Property development shall be governed solely by this Agreement. The Agricultural Tract shall also be subject to the provisions of Code, with the Agreement controlling in the event of conflict. This Agreement, and Code as applicable to the Agricultural Tract, are exclusive, and no other ordinances, rules, regulations, standards, policies, orders, guidelines, or other City-adopted or City-enforced requirements of any kind (including but not limited to any development moratorium adopted by the City after the Effective Date) apply to the development of the Property.

(d) Chapter 245. Notwithstanding the foregoing, and to the extent not inconsistent with the provisions of this Agreement, the Owner may exercise rights under Chapter 245. The Parties hereby agree that the Effective Date shall be the date for establishment of the Owner's rights under Chapter 245, pursuant to Section 245.002(a-1) of such Chapter. The Owner may not take advantage of any changes to laws, rules, regulations, or ordinances of the City or other regulatory agency occurring after the Effective Date that are inconsistent with the terms of this Agreement without prior receipt of the City's consent (such consent not to be unreasonably withheld), which shall be reflected in the form of an amendment to this Agreement made in accordance with Section 11.05 hereof. For the avoidance of doubt, the foregoing restriction shall not prohibit the Owner from taking advantage of prospective changes in laws, rules, regulations, or City ordinances that do not otherwise conflict with the provisions of this Agreement.

(e) Conflict. Except as otherwise provided by the foregoing, if there is a conflict between this Agreement and the application of any other ordinance, rule, regulation, standard, policy, order, guideline or other City-adopted or City-enforced requirement, whether existing on the Effective Date or hereafter adopted (including the Code), then this Agreement shall control. If there is a conflict between any Approved Plat and any of the other Governing Regulations, the Approved Plat shall control. The Governing Regulations shall be read in concert, with all reasonable effort made by the Parties to reconcile their respective terms and provisions. In the event of direct conflict, the provisions of this Agreement shall supersede and control over competing or contradictory provisions of the Code.

ARTICLE 4
MUNICIPAL SERVICES

4.01 Police Services. The City shall, upon annexation of the Agricultural Tract (and not before), provide police service to the Agricultural Tract. The City shall, upon annexation of the Residential Tract (and not before), provide police service to the Residential Tract.

4.02 Fire and Emergency Response Services. The City shall, upon annexation of the Agricultural Tract (and not before), provide fire and emergency response service to the Agricultural Tract. The City shall, upon annexation of the Residential Tract (and not before), provide fire and emergency response service to the Residential Tract.

4.03 Trash Service. The City shall, following annexation of the Agricultural Tract (and not before), and at the written request of the Owner, provide trash service to the Agricultural Tract. The City shall, upon annexation of the Residential Tract (and not before), provide trash service to the Residential Tract.

4.04 Water/Sewer Service. If within its certificate of convenience and necessity ("CCN") service area, the City shall make available, upon annexation of the Agricultural Tract (and not before), water and sewer service to the Agricultural Tract. Unless the Agricultural Use of the Agricultural Tract is terminated, and the Agricultural Tract is being subdivided, Owner shall have no obligation to use City water or sewer, nor to extend infrastructure to the Property. Private water wells are permitted on the Property and shall not be regulated by the City, further, wells on the Agricultural Tract may serve the Residential Tract and vice versa. If within its CCN service area, the City shall make available, upon annexation of the Residential Tract (and not before), water and sewer service to the Residential Tract.

ARTICLE 5
ANNEXATION & ZONING

5.01 **Petition for Annexation into City**. The Owner hereby agrees to the voluntary, full-purpose annexation of the Agricultural Tract and hereby submits, as Exhibit "D" hereto, a petition requesting the annexation of the Agricultural Tract (the "Annexation Petition"). The Annexation Petition is deemed filed by the Owner as of the Effective Date and the City agrees to pursue and process full annexation as quickly as reasonably possible. The Parties agree that the Residential Tract shall remain in the City's ETJ during the Term of this Agreement unless the Owner or Owner's successors in interest submits a petition for annexation of the Residential Tract to the City.

5.02 **City Council Action**. City action initiating annexation shall occur as soon as practicable after the Effective Date and after the City's receipt of the completed Annexation Petition, which shall include the steps required under Chapter 43 for the full-purpose annexation of the Agricultural Tract. Notwithstanding its full-purpose annexation of the Agricultural Tract, provision of City services, including extension of Public Infrastructure, to the Property shall be made subject to this Agreement and no other agreement, regulation, or law.

5.03 **Permanent Zoning**. City agrees that the Agricultural Tract shall be permanently zoned simultaneously with annexation of the Property. The City cannot contractually agree to the zoning designation the Agricultural Tract shall receive; however, the City recognizes the Owner's rights under Chapter 245 and Section 43.002 of the Texas Local Government Code. In the event the Agricultural Tract is rezoned to another zoning classification, or when the Residential Tract is annexed and zoned, City rezoning and plan amendment fees shall not apply.

ARTICLE 6
DEFAULT AND NOTICE

6.01 Notice and Opportunity to Cure. If either Party defaults in its obligations under this Agreement, the other Party must, prior to exercising a remedy available to that Party due to the default, give written notice to the defaulting Party, specifying the nature of the alleged default and the manner in which it can be satisfactorily cured, and extend to the defaulting Party at least thirty (30) calendar days from receipt of the notice to cure the default. If the nature of the default is such that it cannot reasonably be cured within the thirty (30) calendar day period, the commencement of the cure within the thirty (30) calendar day period and the diligent prosecution of the cure to completion will be deemed a cure within the cure period.

6.02 Enforcement. The Parties may enforce this Agreement by any proceeding at law or equity. Failure of either Party to enforce this Agreement shall not be deemed a waiver to enforce the provisions of this Agreement thereafter. The Parties agree that monetary damages are not a sufficient remedy for a default of this Agreement. As a remedy for default, the non-defaulting party shall be entitled to equitable relief, including specific performance of this Agreement, but not monetary damages. In addition to the foregoing, a remedy to each Party for the other's default hereunder shall be termination of this Agreement.

6.03 Notices. Any notice required or permitted to be delivered hereunder shall be in writing and shall be deemed received on the earlier of (i) actual receipt by mail, Federal Express or other delivery service, fax, email or hand delivery; or (ii) three (3) business days after being sent by United States mail, postage prepaid, certified mail, return receipt requested, addressed to City or the Developer, as the case may be, at the address stated below.

Any notice mailed to the City shall be addressed:

City of Schertz
Attn: Planning Department
1400 Schertz Parkway
Schertz, Texas 78154

with a copy to: Denton Navarro Rodriguez Bernal Santee & Zech, P.C.
Attn.: Daniel Santee
2517 North Main Avenue

San Antonio, Texas 78212
tdsantee@rampagelaw.com

Any notice mailed to the Owner shall be addressed:

Sandra Reeh
5887 FM 482
New Braunfels, TX 78132

with a copy to: Ashley Farrimond
Killen, Griffin & Farrimond
10101 Reunion Place, Suite 250
San Antonio, Texas 78216
ashley@kgftx.com

Any Party may change the address for notice to it by giving notice of such change in accordance with the provisions of this paragraph.

ARTICLE 7
MISCELLANEOUS

7.01 Multiple Originals. The Parties may execute this Agreement in one or more duplicate originals, each of equal dignity.

7.02 Entire Agreement; Parties in Interest. This Agreement, together with any exhibits attached hereto, constitutes the entire agreement between Parties with respect to its subject matter, and may not be amended except by a writing signed by all Parties with authority to sign and dated subsequent to the date hereof. There are no other agreements, oral or written, except as expressly set forth herein. No person, other than a Party, shall acquire or have any right hereunder or by virtue hereof. This Agreement shall run with the land and be applicable to any successors ,assigns, and/or heirs of the Owner.

7.03 Recordation. A copy of this Agreement will be recorded in the Official Public Records of Comal County by the City.

7.04 Governing Law; Venue. This Agreement shall be governed by and construed in accordance with the laws of the State. This Agreement is performable in Comal County. Any legal action or proceeding brought or maintained, directly or indirectly, as a result of this Agreement shall be heard and determined in a court of competent jurisdiction located in Guadalupe County. Notwithstanding the foregoing, the parties hereto agree that any dispute that may arise under this Agreement shall first be submitted to non-binding mediation, or to alternative dispute resolution proceedings, before litigation is filed in court.

7.05 Termination or Amendment by Agreement. This Agreement may only be terminated prior to the Termination Date, or its terms amended by mutual written consent of the Parties.

7.06 No Oral or Implied Waiver. The Parties may waive any of their respective rights or conditions contained herein or any of the obligations of the other Party hereunder, but unless this Agreement expressly provides that a condition, right, or obligation is deemed waived, any such waiver will be effective only if in writing and signed by the party waiving such condition, right, or obligation. The failure of either party to insist at any time upon the strict performance of any covenant or agreement in this Agreement or to exercise any right, power, or remedy contained in this Agreement will not be construed as a waiver or a relinquishment thereof for the future.

7.07 No Third-Party Beneficiary. This Agreement is not intended, nor will it be construed, to create any third-party beneficiary rights in any person or entity who is not a Party, unless expressly otherwise provided herein.

7.08 No Personal Liability. None of the members of the City Council, nor any officer, agent, or employee of the City, shall be charged personally by the Owner with any liability, or be held liable to the Owner under any term or provision of this Agreement, or because of execution or attempted execution, or because of any breach or attempted or alleged breach, of this Agreement.

7.09 Severability. If any provision of this Agreement shall be held or deemed to be or shall, in fact, be invalid, inoperative or unenforceable as applied in any particular case in any jurisdiction or jurisdictions, or in all jurisdictions because it conflicts with any provision of any Constitution, statute, rule of public policy, or any other reason, such circumstances shall not have the effect of rendering the provision in question invalid, inoperative or unenforceable in any other case or circumstance, or of rendering any other provision or provisions of this Agreement invalid, inoperative or unenforceable to any extent whatever.

7.10 Section Headings. Section headings have been inserted in this Agreement as a matter of convenience of reference only, and it is agreed that such section headings are not a part of this Agreement and will not be used in the interpretation of any provisions of this Agreement.

* * *

Owner:

Sandra A. Reeh

By: _____
Date: _____

THE STATE OF TEXAS §
§
COUNTY OF _____ §

This instrument was acknowledged before me on _____, 2024, by Sandra A. Reeh.

_____
Notary Public in and for the State of Texas

DRAFT

Owner:

Rachelle Reeh Ortiz

By: _____
Date: _____

THE STATE OF TEXAS §
§
COUNTY OF _____ §

This instrument was acknowledged before me on _____, 2024, by Rachelle Reeh Ortiz.

_____
Notary Public in and for the State of Texas

DRAFT

Owner:

Ranessa Reeh Broaddus

By: _____
Date: _____

THE STATE OF TEXAS §
§
COUNTY OF _____ §

This instrument was acknowledged before me on _____, 2024, by Ranessa Reeh Broaddus.

_____
Notary Public in and for the State of Texas

CITY OF SCHERTZ, TEXAS

By: _____
_____, Mayor

Date: _____

THE STATE OF TEXAS §
§
COUNTY OF GUADALUPE §

This instrument was acknowledged before me on _____, 2024, by _____, Mayor of City of Schertz, a Texas Home Rule Municipality.

_____
Notary Public in and for the State of Texas

DRAFT

EXHIBIT A
The Property

DRAFT

EXHIBIT B
Agricultural Property

DRAFT

EXHIBIT C
Residential Property

DRAFT

EXHIBIT D
Annexation Petition

PETITION FOR ANNEXATION OF LAND INTO THE CITY OF SCHERTZ

TO THE HONORABLE CITY COUNCIL, CITY OF SCHERTZ, TEXAS:

I or we, _____, owner(s) of the land described below by metes and bounds and, being contiguous and adjacent land and territory to the present corporate limits of the City of Schertz, Texas, hereby request annexation of the described land into the City of Schertz. I (we) understand that the request does not necessarily mean that the land will be annexed, but that the City will consider the request based upon requests received from other landowners and an evaluation of services to be provided.

Name: _____

Address: _____

City/State/Zip: _____

{INSERT LEGAL DESCRIPTION AND/OR ATTACH PLAT & METES AND BOUNDS DESCRIPTION}

Wherefore, petitioners respectfully request that the hereinabove described land be forthwith incorporated into and become a part of the territory of the municipal corporation of the City of Schertz.

Respectfully Submitted,

[NAME OF LANDOWNER]

By: _____
[NAME, TITLE]

STATE OF TEXAS
COUNTY OF _____
BEFORE ME, the undersigned authority, on this day personally appeared _____ as _____ of petitioner _____, who having knowledge of the facts contained herein acknowledged to me that he executed the same for the purposes and consideration therein expressed, on this _____ day of _____, 2024.

_____
Notary Public

DRAFT

Agenda No. 8.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**July 16, 2024**
Department:	**Executive Team**
Subject:	**Ordinance 24-A-50- Consider a request for voluntary annexation of approximately 68-acres, known as Comal County Property Identification Number 79006 Comal County, Texas. *Final Reading* (B.James/L.Wood/E.Delgado)**

BACKGROUND

The City Council conducted a public hearing on June 4, 2024 and unanimously approved Ordinance 24-A-50 on first reading. The City Council conducted a public hearing on July 2, 2024 and tabled the item.

Annexation of land into the City's corporate limits may be voluntary or involuntary. The Texas Local Government Code (LGC) provides requirements and outlines the annexation process based on the annexation type. The proposed annexations are voluntary based on the Delayed Annexation Development Agreements that were originally entered into in 2010 and 2011 and the extensions that were offered in 2020 and 2021 thus Chapter 43, Subchapter C-3 of the Texas Local Government Code applies. The City's Unified Development Code (UDC) Section 21.4.8 includes provisions for processing of voluntary annexation requests.

In 2010 and 2011 the City of Schertz entered into Delayed Annexation Development Agreements with property owners based on Texas Local Government Code Section 43.016. Per the agreements that were signed and executed specifically Section 5. Term; Annexation at End of Term stipulates that ten (10) years after the effective date of the agreement the property is to be annexed into the City of Schertz.

In 2020 and 2021 the City of Schertz City Council authorized the City Manager and Staff to offer Development Agreement Extensions based on the nationwide and statewide declaration of public health emergency in relation to COVID -19. In addition, to the Development Agreement Extensions would allow City staff to complete the Comprehensive Land Use Plan update which would be utilized when zoning the annexed properties. These extensions would provide the same rights as previously established in the original agreements but would delay the annexation of the properties to a later date. The prohibition on annexations would be in effect until January 1, 2024, at which time the City of Schertz would begin annexation proceedings and conclude them no later than December 31, 2024.

At this time, the first date identified in the agreement (January 1, 2024) has passed. Additionally, with the approval of Ordinance 24-S-06, the Comprehensive Land Use Plan has officially been adopted and can be utilized for zoning cases moving forward. Per the Development Agreement Extensions, City staff started the annexation and zoning process in accordance with the extensions in the fall of 2023. Resolution 24-R-41 approved by City Council on April 16, 2024 accepted petitions for voluntary annexation of 25 properties, approximately 507-acres within Comal County and 14 properties, approximately 387- acres within Guadalupe County. Ordinance 24-A-50, if approved, would annex Comal County Property Identification Number 79006, which was part of Resolution

24-R-41, into the City of Schertz.

The Planning and Zoning Commission held a public hearing for the associated zoning for the subject property on May 8, 2024. The Planning and Zoning Commission meeting can be viewed on the City's YouTube site.

A public hearing notice was published on May 24, 2024, in the "San Antonio Express" for Ordinance 24-A-50. A public hearing notice was mailed to Comal ISD on May 24, 2024. Additionally, a public hearing notice was posted on the City of Schertz website on May 23, 2024.

Although the original notice encompassed all of the Comal and Guadalupe County parcels proposed for annexations, it has been determined that it is more appropriate for City Council to take action on each individual parcel separately. Comal County Property Identification Number 79006 was included as part of the notice that was published in the San Antonio Express News and posted on the City of Schertz website.

Under Texas Local Government Code Section 43.057, Staff finds that surrounding any area, but not including such area within the City limits through this annexation, is in the public's interest.

GOAL

To continue the voluntary annexation process in accordance with the Delayed Annexation Development Agreements and the Development Agreement Extensions.

COMMUNITY BENEFIT

Promote the safe, orderly, efficient development and ensure compliance with the City's vision of future growth.

SUMMARY OF RECOMMENDED ACTION

Staff recommends approval of Ordinance 24-A-50 for voluntary annexation of approximately 68-acres known as Comal County property identification number 79006.

FISCAL IMPACT

In accordance with Texas Local Government Code (LGC) Chapter 43, the City must provide services to the land on the effective date of the annexation. The subject properties have been proposed to be annexed into the City of Schertz since 2010 and 2011. The Development Agreement Extensions explicitly state that the properties will be annexed into the City of Schertz before December 31, 2024.

RECOMMENDATION

Approval of Ordinance 24-A-50.

The City Council conducted a public hearing on June 4, 2024 and unanimously approved Ordinance 24-A-50 on first reading. The City Council conducted a public hearing on July 2, 2024 and tabled the item.

Attachments

Ordinance 24-A-50

Annexation Presentation

Annexation Map

ORDINANCE NO. 24-A-50

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS PROVIDING FOR THE EXTENSION OF THE BOUNDARY LINES OF THE CITY OF SCHERTZ, TEXAS BY THE ANNEXATION OF APPROXIMATELY 68-ACRES, KNOWN AS COMAL COUNTY PROPERTY IDENTIFICATION NUMBER 79006, COMAL COUNTY, TEXAS.

WHEREAS, the City Council of the City of Schertz (the "City") has determined that it should annex the territory described on Exhibit A attached hereto and made a part hereof (the "Annexed Land"); and

WHEREAS, the Annexed Land is located entirely within the extraterritorial jurisdiction of the City, is contiguous to the corporate boundaries of the City (or is deemed to be contiguous, pursuant to Section 43.016 of the Texas Local Government Code, as amended), and may be annexed pursuant to Chapter 43 of the Texas Local Government Code, as amended; and

WHEREAS, Texas Local Government Code Section 43.0671 authorizes the City of Schertz to extend its City limit boundaries through the voluntary annexation of area adjacent to those boundaries upon petition of a landowner; and

WHEREAS, a public hearing notice was published in the San Antonio Express News on May 24, 2024 for the hearing on June 4, 2024; and

WHEREAS, on April 16, 2024 the City Council considered the request for voluntary annexation, and adopted Resolution 24-R-41 accepting a petition for voluntary annexation; and

WHEREAS, the City Council finds that surrounding any area, but not including such area within the City limits, through this annexation is in the public's interest pursuant to Texas Local Government Code section 43.057; and

WHEREAS, the City Council finds that the Annexed Land is suitable, and it is in the best interest of the City and the citizens and inhabitants thereof that the Annexed Land be annexed to and made a part of the City.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

Section 1. The City hereby annexes the Land described in Exhibit A.

Section 2. The Annexed Land shall be included within the City's corporate limits effective on the effective date of this Ordinance, and all taxable property in the Annexed Land shall hereafter bear its pro rata part of the taxes levied by the City, subject to allowable exemptions.

Section 3. The land and territory more particularly described as that portion of the tract of land described in Exhibit A, attached hereto and incorporated herein by reference shall be part of the City of Schertz, Texas and inhabitants thereof shall be entitled to all of the rights and privileges as citizens and shall be bound by the acts, ordinances, resolutions, and regulations of the City of Schertz, Texas.

Section 4. A service plan outlining the provisions of necessary municipal service to the properties described in Exhibit A is hereby approved and the implementation of said plan is hereby authorized. Such plans are attached hereto and incorporated herein as Exhibit B.

Section 5. The City manager is hereby authorized and directed to take appropriate action to have the official map of the City revised to reflect the additions to the City's Corporate Limits and the City Secretary is hereby authorized and directed to provide appropriate notice to the State of Texas and the County of Guadalupe of this annexation.

Section 6. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 7. All ordinances and codes, or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters resolved herein.

Section 8. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 9. If any provision of this Ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City hereby declares that this Ordinance would have been enacted without such invalid provision.

Section 10. It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 11. This Ordinance shall be effective upon the date of final adoption hereof and any publication required by law.

Section 12. This Ordinance shall be cumulative of all other ordinances of the City of Schertz, and this Ordinance shall not operate to repeal or affect any other ordinances of the City of Schertz except insofar as the provisions thereof might be inconsistent or in

conflict with the provisions of this Ordinance, in which event such conflicting provisions, if any, are hereby repealed.

PASSED ON FIRST READING, the _____day of _____ 2024.

PASSED, APPROVED and ADOPTED ON SECOND READING, the _____day of _____, 2024.

CITY OF SCHERTZ, TEXAS

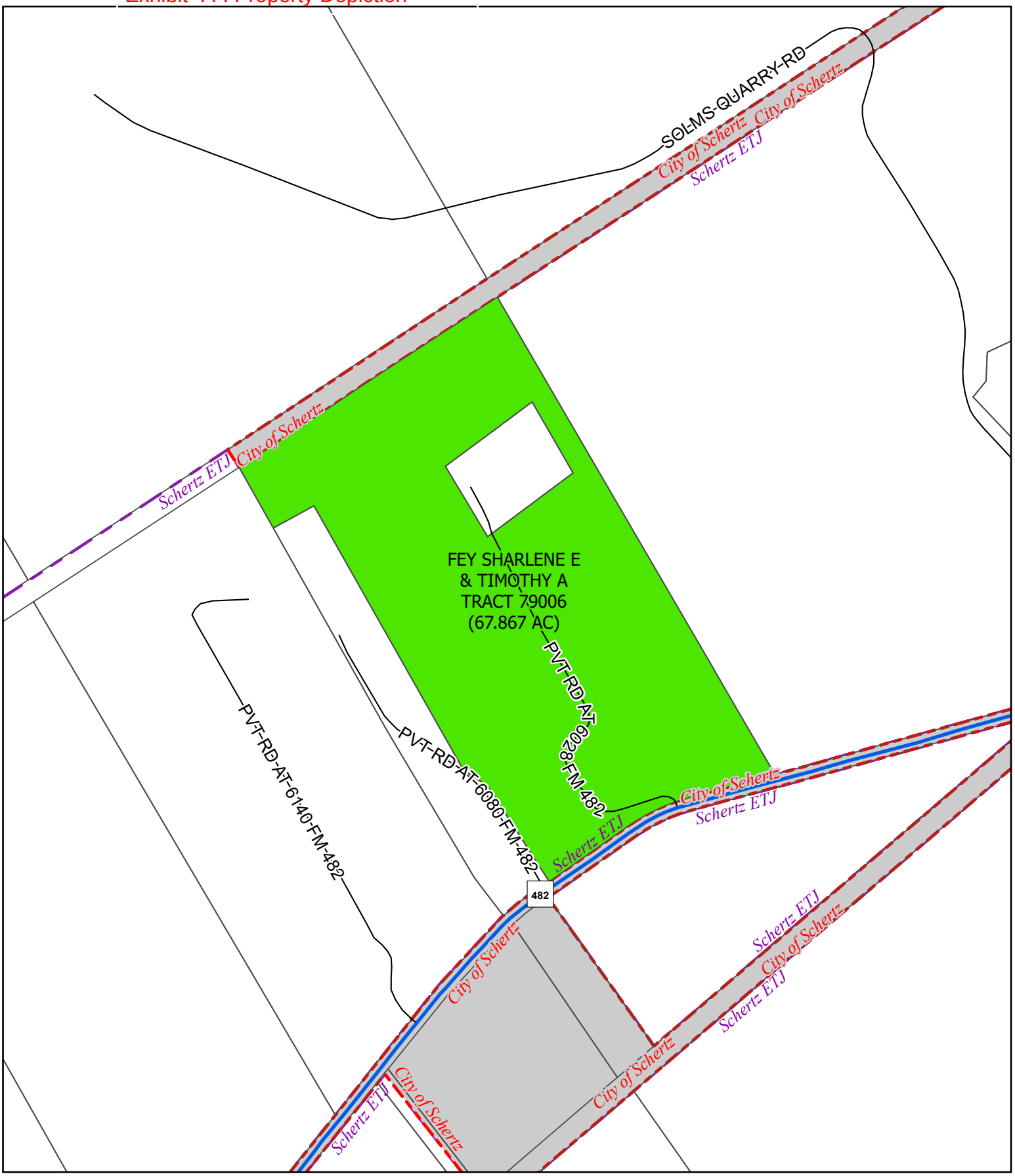
_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheila Edmondson, City Secretary

Exhibit “A”: Property Depiction

Exhibit "A": Property Depiction



SCHERTZ

City of Schertz

Annexation Parcels

Schertz Municipal Boundary

0 200 400 800 1,200 Feet

Last Update: April 10, 2024

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

Exhibit “B”: Service Plan

SERVICE PLAN
CITY OF Schertz, TEXAS

SERVICE PLAN FOR ANNEXATION OF
Comal County, Property Id: 79006

Upon annexation of the area identified above and as identified on Exhibit A, the City of Schertz will provide City services utilizing methods by which it extends services to any other equivalent area of the City.

SERVICES PROVIDED BY THE EFFECTIVE DATE OF ANNEXATION

1. **Police Protection**

The City of Schertz, Texas and its Police Department will provide police protection to newly annexed areas at the same or similar level of service now being provided to other areas of the City with like topography, land use and population density as those found within the newly annexed areas. The Police Department will have the responsibility to respond to all dispatched calls for service or assistance within the newly annexed areas.

2. **Fire Protection and Emergency Medical Services**

The City of Schertz, Texas will provide fire protection to newly annexed areas at the same or similar level of service now being provided to other areas of the City, with like topography, land use and population density as those found within the newly annexed areas.

The City of Schertz, Texas will provide EMS services to newly annexed areas at the same or similar level of service now being provided to other areas of the City, with like topography, land use and population density as those found within the newly annexed areas.

3. **Maintenance of Water and Wastewater Facilities**

All water and wastewater facilities owned or maintained by the City of Schertz at the time of the proposed annexation shall continue to be maintained by the City of Schertz. All water and wastewater facilities which may be acquired subsequent to the annexation of the proposed areas shall be maintained by the City of Schertz to the extent of its ownership. The now existing water and wastewater mains at existing locations shall be available for the point of use extension based upon the City of Schertz standard extension policy now existing or as may be amended. Existing On-site sewerage systems may be maintained in accordance with the County's regulations.

4. **Solid Waste Collection**

Solid waste collection will be provided to citizens in the newly annexed areas at the same or similar level of service now being provided to other areas of the City with like topography, land use and density as those found within the newly annexed areas. The City may negotiate with annexed areas to allow continued services with an existing solid waste management provider. After the second anniversary of the annexation date, the City will impose fees and provide the service.

If areas with private roads and/or gates are arranged so that garbage may be collected without creating a safety hazard, the City, at its discretion, may collect the garbage provided proper indemnification is received from the community association or individual property owners. The City will then impose fees and provide the service. Garbage collection locations shall be subject to the approval of the Sanitation Manager. In the event the City does not collect garbage within the areas with private roads and/or gates, residents of these areas will not be billed for service after the two-year date.

5. **Maintenance of Roads and Streets**

Any and all public roads, streets or alleyways shall be maintained to the same degree and extent that other public roads, streets, and alleyways are maintained in areas of the City with like topography, land use and density as those found within the newly annexed areas. Private roads will remain under the ownership of the homeowners association and as such maintained by the association.

6. **Maintenance of Parks, Playgrounds, and Swimming Pools**

The City of Schertz, Texas is not aware of the existence of any publicly owned parks, playgrounds or swimming pools now located in the proposed areas of annexation. In the event any such parks, playgrounds, or swimming pools do exist and are public facilities, the City will maintain such areas and facilities to the extent and degree and to the same or similar level of service now being provided to other such areas and facilities within the corporate limits of the City with like topography, land use and density as those found within the newly annexed areas. Private facilities will remain under the ownership of the homeowners association and as such maintained by the association.

7. **Maintenance of any Publicly owned Facility, Building or Municipal Service**

The City of Schertz, Texas is not aware of the existence of any publicly owned facility, building, or other municipal service now located in the proposed areas of annexation. In the event any publicly owned facility, building, or other municipal service does exist and are public facilities, the City will maintain such areas and facilities to the extent and degree and to the same or similar level of service now being provided to other such areas and facilities within the corporate limits of the City with like topography, land use and density as those found within the newly annexed areas.

8. **Other Services**

The City of Schertz, Texas finds and determines that such services as planning, code enforcement, animal control, library, parks and recreation, court and general administration will be made available after the effective date of annexation at the same or similar level of service now being provided to other areas of the City with similar topography, land use and density as those found within the newly annexed areas.

CONSTRUCTION OF ANY CAPITAL IMPROVEMENTS TO BE COMPLETED WITHIN 2 ½ YEARS

1. **Police and Fire Protection and Solid Waste Collection**

The City of Schertz, Texas, finds and determines it is not necessary to acquire or construct any capital improvements within 2 ½ years of the effective date of the annexation of the particular annexed areas for the purpose of providing police protection, fire protection, emergency medical services or solid waste collection. The City finds and determines that it has at the present time adequate facilities and other resources to provide the same type, kind and level of service and protection which is presently being administered to other areas already incorporated in the City of Schertz, Texas with like topography, land use and population density as those found within the newly annexed areas.

2. **Water and Wastewater Facilities**

For the next 2 ½ years, the City of Schertz, Texas finds and determines that there is water and wastewater services available to the annexed areas pursuant to the City of Schertz extension policies.

3. **Roads and Streets**

The City of Schertz, Texas, finds and determines it is not necessary to acquire or construct any capital improvements within 2 ½ years of the effective date of the annexation of the particular annexed areas.

4. **Maintenance of Parks, Playgrounds, and Swimming Pools and Any Other Publicly Owned Facility, Building, or Service**

The City of Schertz, Texas, finds and determines it is not necessary to acquire or construct any capital improvements within 2 ½ years of the effective date of the annexation of the particular annexed areas for the purpose of parks maintenance, playgrounds, swimming pools and other publicly owned facility, building or service.

SPECIFIC FINDINGS

The City of Schertz, Texas, finds and determines that this proposed service plan will not provide any fewer services and will not provide a lower level of service in the areas being considered for annexation that were in existence in the proposed areas at the time immediately preceding the annexation process. Given the proposed annexation areas' topography, land utilization and population density, the service levels to be provided in the newly annexed areas will be equivalent to those provided to other areas of the City with similar characteristics.

TERMS

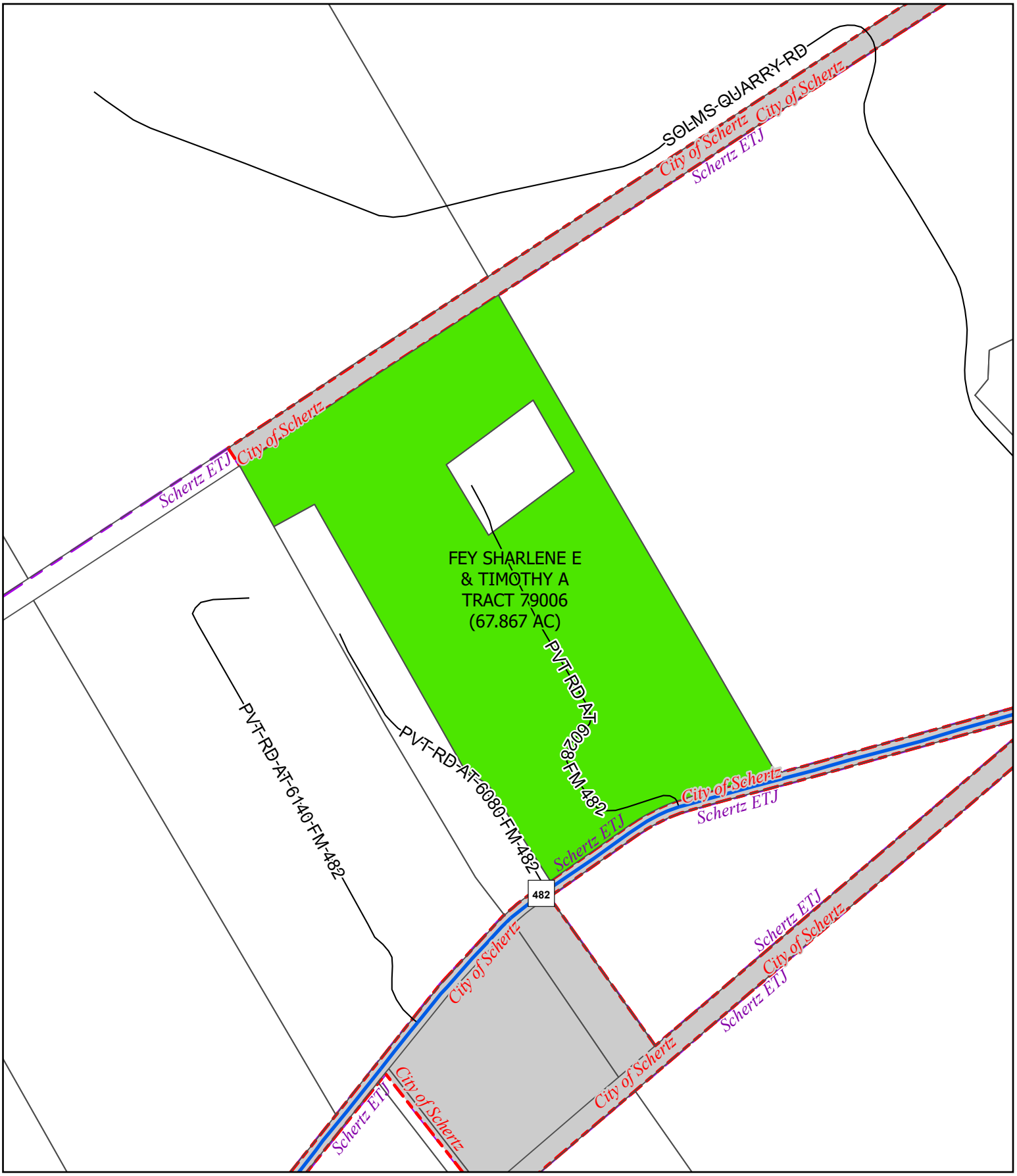
This plan shall be valid for a term of ten (10) years. Renewal of the Service Plan is at the discretion of the City of Schertz.

LEVEL OF SERVICE

Nothing in this plan shall require the City to provide a uniform level of full municipal services to each area of the City, including the annexed areas, if different characteristics of topography, land use, and population density are considered a sufficient basis for providing different levels of service.

AMENDMENTS

The plan shall not be amended unless public hearings are held in accordance with Chapter 43 of the Texas Local Government Code.



SCHERTZ

City of Schertz

Annexation Parcels

Schertz Municipal Boundary

0 200 400 800 1,200 Feet

Last Update: April 10, 2024

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

Annexations-

Comal County and Guadalupe County

EMILY DELGADO| PLANNING MANAGER

SCHERTZ
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Background

Annexation of land into the City's corporate limits may be voluntary or involuntary. The Texas Local Government Code (LGC) provides requirements and outlines the annexation process based on the annexation type. The proposed annexations are voluntary based on the Delayed Annexation Development Agreements that were originally entered into in 2010 and 2011 and the extensions that were offered in 2020 and 2021 thus Chapter 43, Subchapter C-3 of the Texas Local Government Code applies. The City's Unified Development Code (UDC) Section 21.4.8 includes provisions for processing of voluntary annexation requests.

In 2010 and 2011 the City of Schertz entered into Delayed Annexation Development Agreements with property owners based on Texas Local Government Code Section 43.016. Per the agreements that were signed and executed specifically Section 5. Term; Annexation at End of Term stipulates that ten (10) years after the effective date of the agreement the property is to be annexed into the City of Schertz.

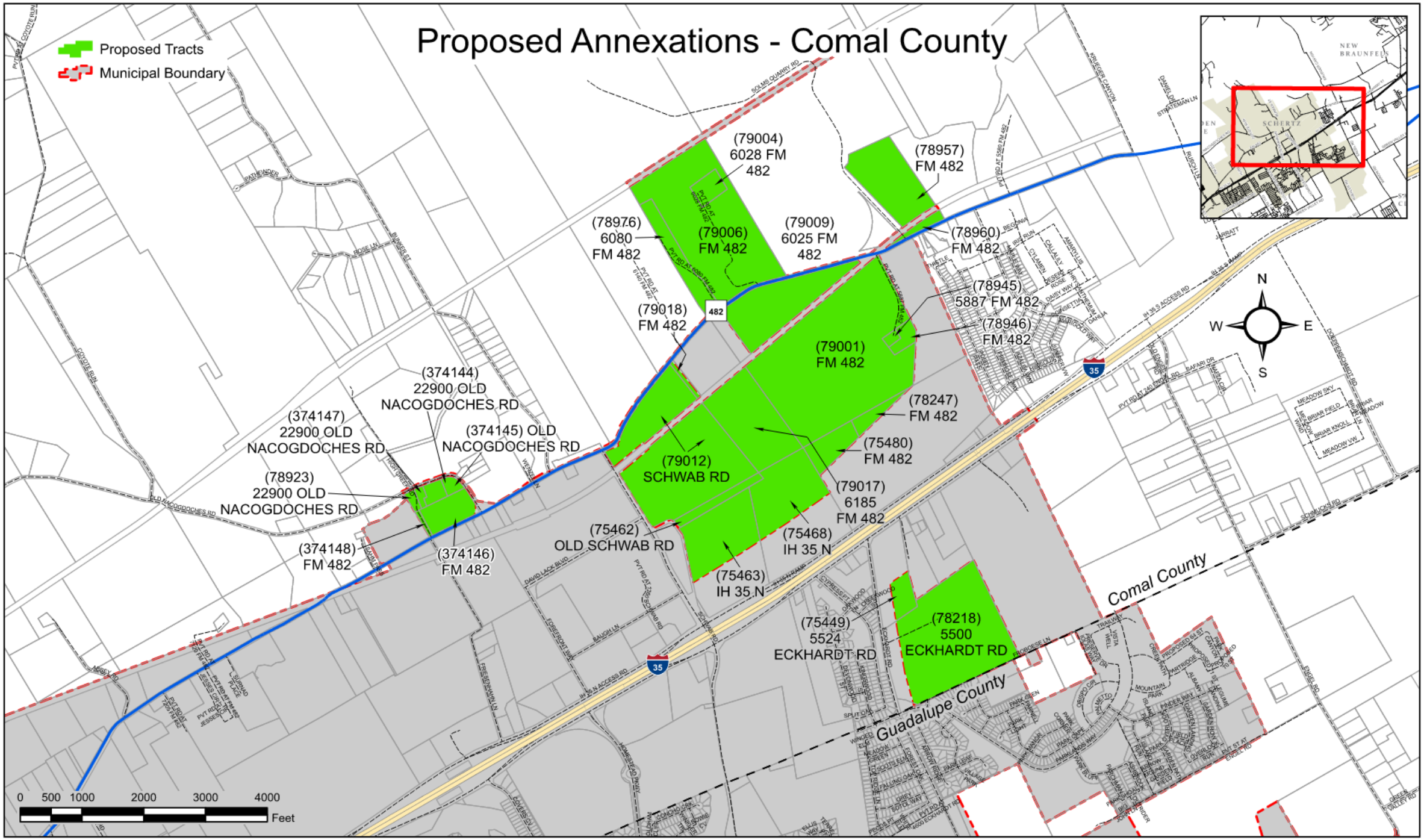
SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

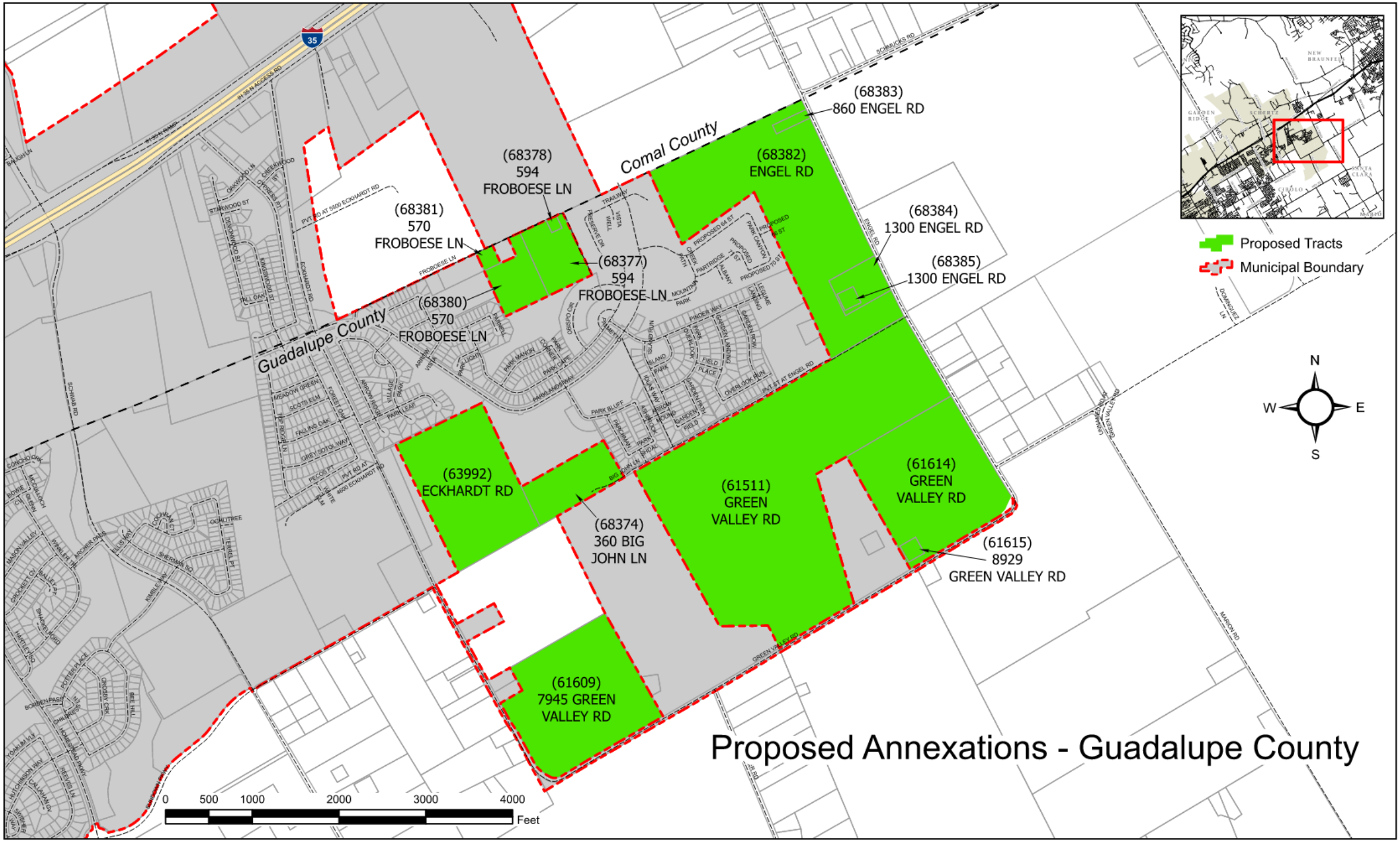
Background Continued

- In 2020 and 2021 the City of Schertz City Council authorized the City Manager and Staff to offer Development Agreement Extensions based on the nationwide and statewide declaration of public health emergency in relation to COVID -19. In addition, the Development Agreement Extensions would allow City staff to complete the Comprehensive Land Use Plan update which would be utilized when zoning the annexed properties. These extensions would provide the same rights as previously established in the original agreements but would delay the annexation of the properties to a later date. The prohibition on annexations would be in effect until January 1, 2024, at which time the City of Schertz would begin annexation proceedings and conclude them no later than December 31, 2024.
- At this time, the first date identified in the agreement (January 1, 2024) has passed. Additionally, with the approval of Ordinance 24-S-06, the Comprehensive Land Use Plan has officially been adopted and can be utilized for zoning cases moving forward. Per the Development Agreement Extensions, City staff started the annexation and zoning process in accordance with the extensions in the fall of 2023. Resolution 24-R-41 approved by City Council on April 16, 2024 accepted petitions for voluntary annexation of 25 properties, approximately 507-acres within Comal County and 14 properties, approximately 387- acres within Guadalupe County. The following Ordinances 24-A-27 through 24-A-65 if approved, would annex 25 properties within Comal County and 14 properties within Guadalupe County.
- The Planning and Zoning Commission held a public hearing for the associated zoning for the subject properties on May 8, 2024. The Planning and Zoning Commission meeting can be viewed on the City's YouTube site.

Background Continued

- A public hearing notice was published on May 24, 2024, in the "San Antonio Express" the annexation of properties in Comal and Guadalupe County. A public hearing notice was mailed to Comal ISD on May 24, 2024. Additionally, a public hearing notice was posted on the City of Schertz website on May 23, 2024.
- Although the original notice encompassed all of the Comal and Guadalupe County parcels proposed for annexations, it has been determined that it is more appropriate for City Council to take action on each individual parcel separately. This is why each individual parcel was listed separately on the City Council agenda and each will have its own public hearing and action.
- Under Texas Local Government Code Section 43.057, Staff finds that surrounding any area, but not including such area within the City limits through this annexation, is in the public's interest.


Proposed Annexations - Comal County
Proposed Tracts
Municipal Boundary
(79004)
6028 FM
482
(78957)
FM 482
(78976)
6080
FM 482
(79006)
FM 482
(79009)
6025 FM
482
(78960)
FM 482
(78945)
5887 FM 482
(78946)
FM 482
(79018)
FM 482
482
(79001)
FM 482
(374144)
22900 OLD
NACOGDOCHES RD
(374147)
22900 OLD
NACOGDOCHES RD
(374145) OLD
NACOGDOCHES RD
(78247)
FM 482
(79012)
SCHWAB RD
(75480)
FM 482
(78923)
22900 OLD
NACOGDOCHES RD
(79017)
6185
FM 482
(75462)
OLD SCHWAB RD
(75468)
IH 35 N
(374148)
FM 482
(374146)
FM 482
(75463)
IH 35 N
(75449)
5524
ECKHARDT RD
(78218)
5500
ECKHARDT RD
Comal County
Guadalupe County
N
W
E
S
35
0 500 1000 2000 3000 4000
Feet


(68383)
860 ENGEL RD
(68382)
ENGEL RD
(68384)
1300 ENGEL RD
(68385)
1300 ENGEL RD
(68378)
594
FROBOESE LN
(68381)
570
FROBOESE LN
(68377)
594
FROBOESE LN
(68380)
570
FROBOESE LN
Comal County
Guadalupe County
(63992)
ECKHARDT RD
(68374)
360 BIG
JOHN LN
(61511)
GREEN
VALLEY RD
(61614)
GREEN
VALLEY RD
(61615)
8929
GREEN VALLEY RD
(61609)
7945 GREEN
VALLEY RD
Proposed Tracts
Municipal Boundary
N
W
E
S
0
500
1000
2000
3000
4000
Feet
Proposed Annexations - Guadalupe County

Recommendation

Staff recommends approval of Ordinance 24-A-27 through Ordinance 24-A-65, for voluntary annexation of approximately 529-acres within Comal County and approximately 477- acres within Guadalupe County.

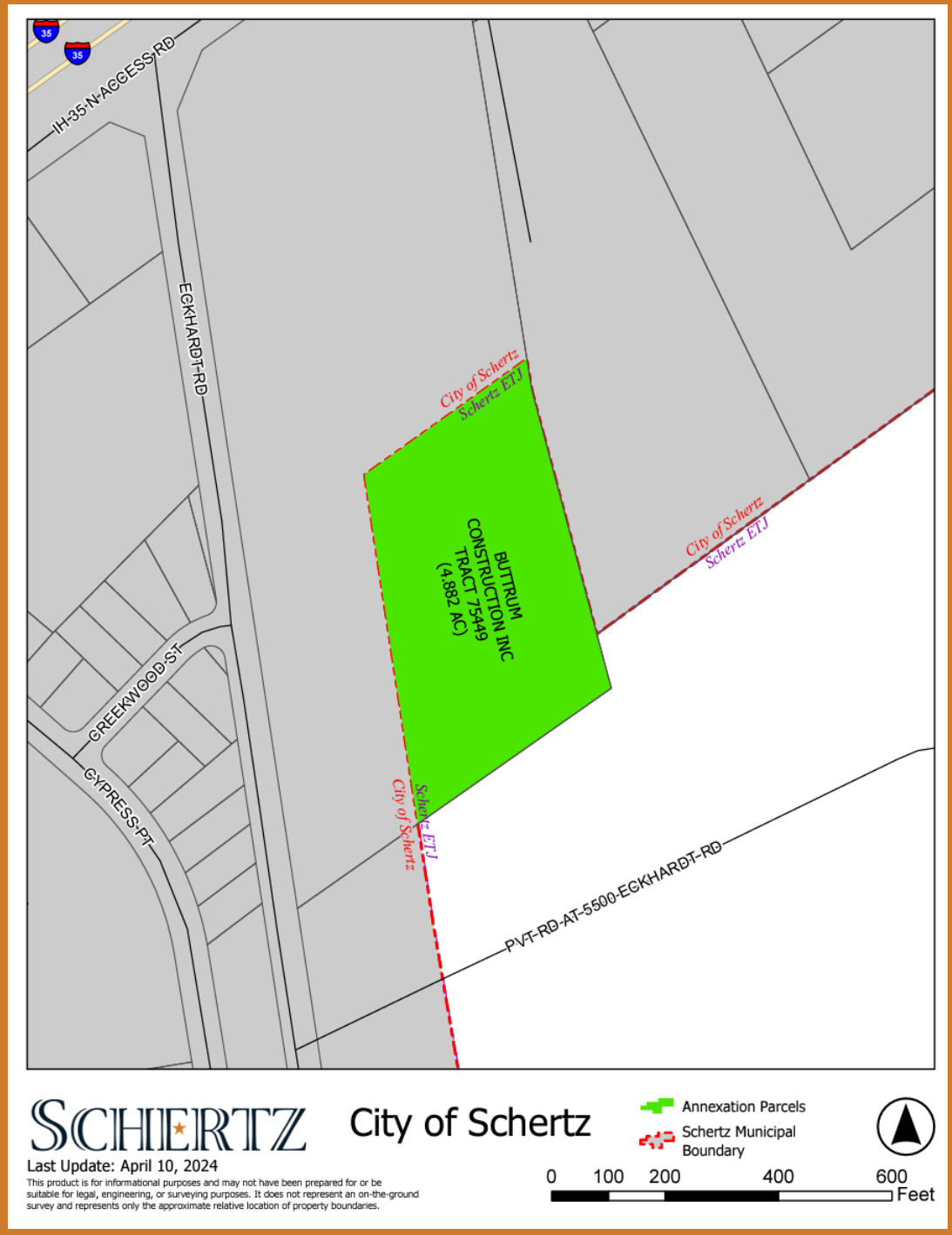
City Council

- City Council conducted individual public hearings on Ordinances 24-A-27 through Ordinance 24-A-65 on June 4, 2024.
- City Council unanimously approved each ordinance, Ordinances 24-A-27 through 24-A-65, at the June 4, 2024 City Council meeting, which can be viewed on YouTube.

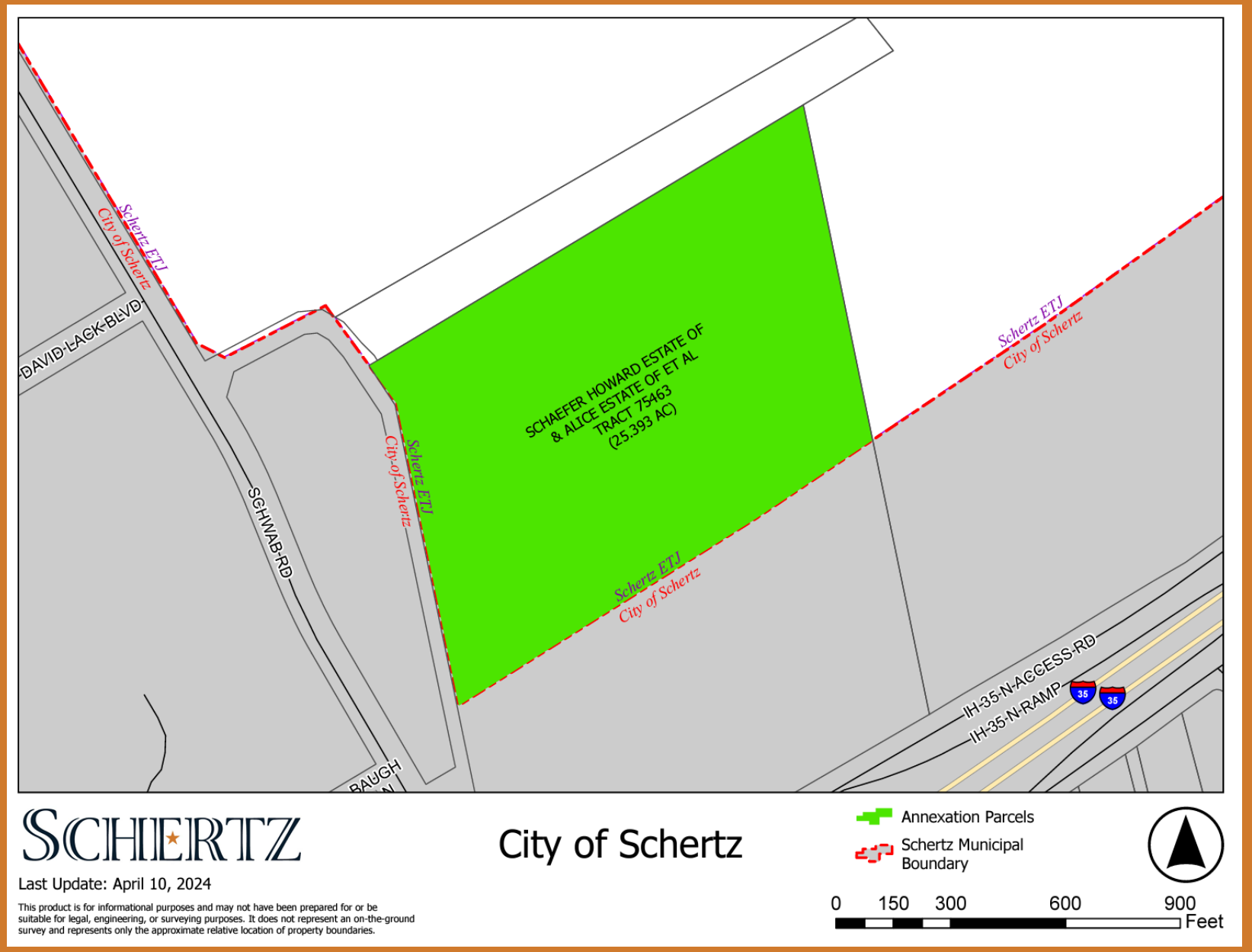
COMMENTS AND QUESTIONS

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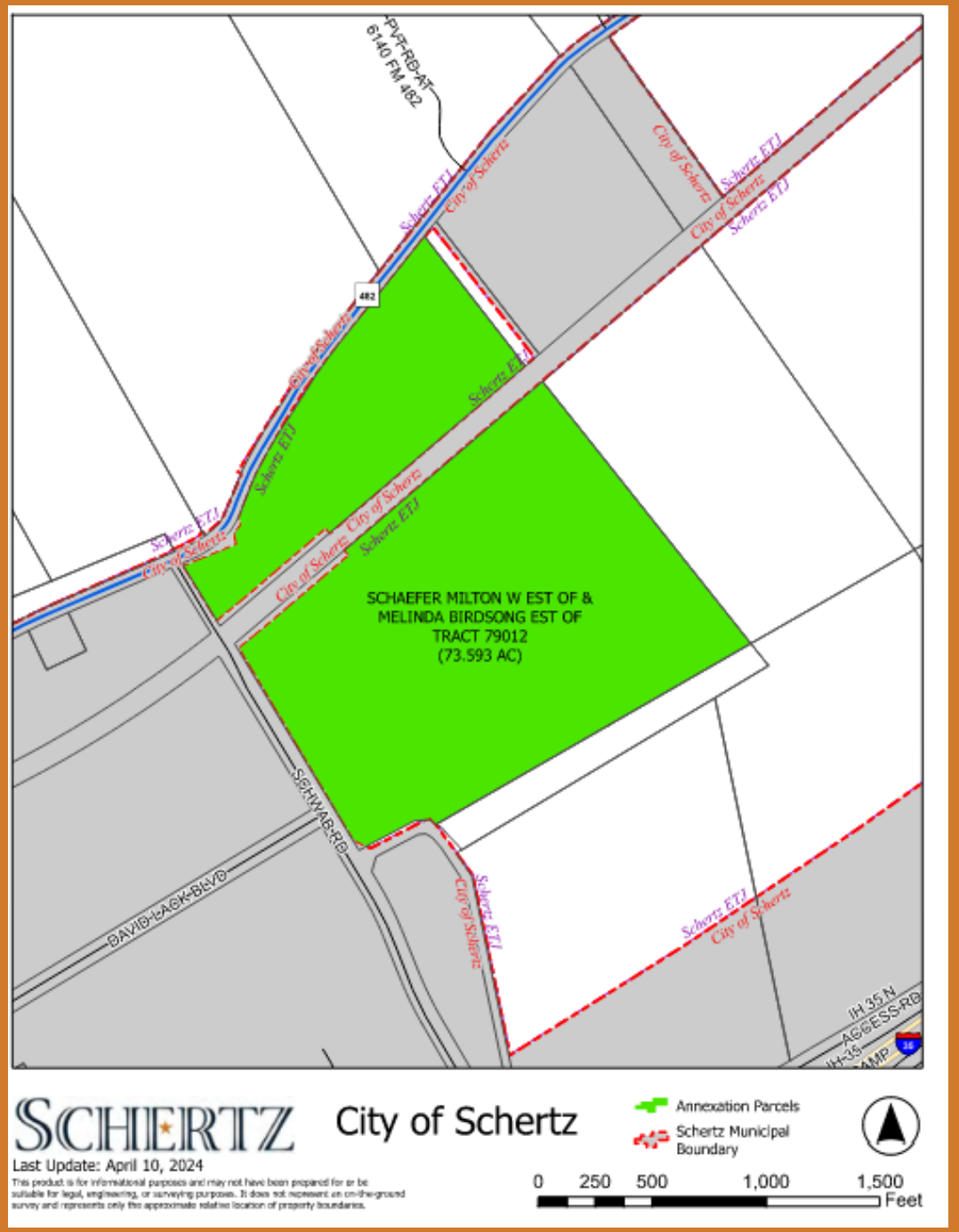
Comal County | Ordinance 24-A-27



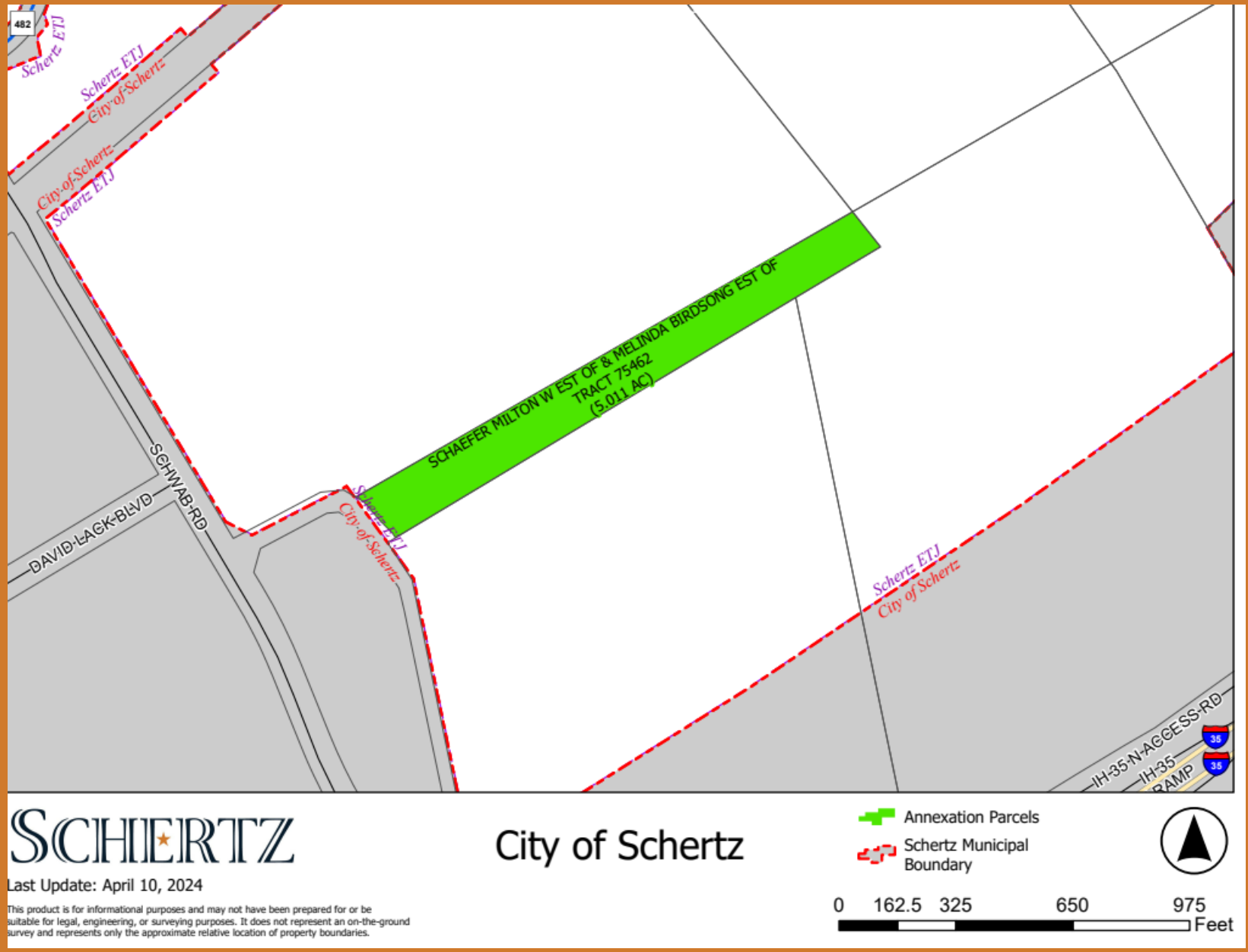
Comal County | Ordinance 24-A-28



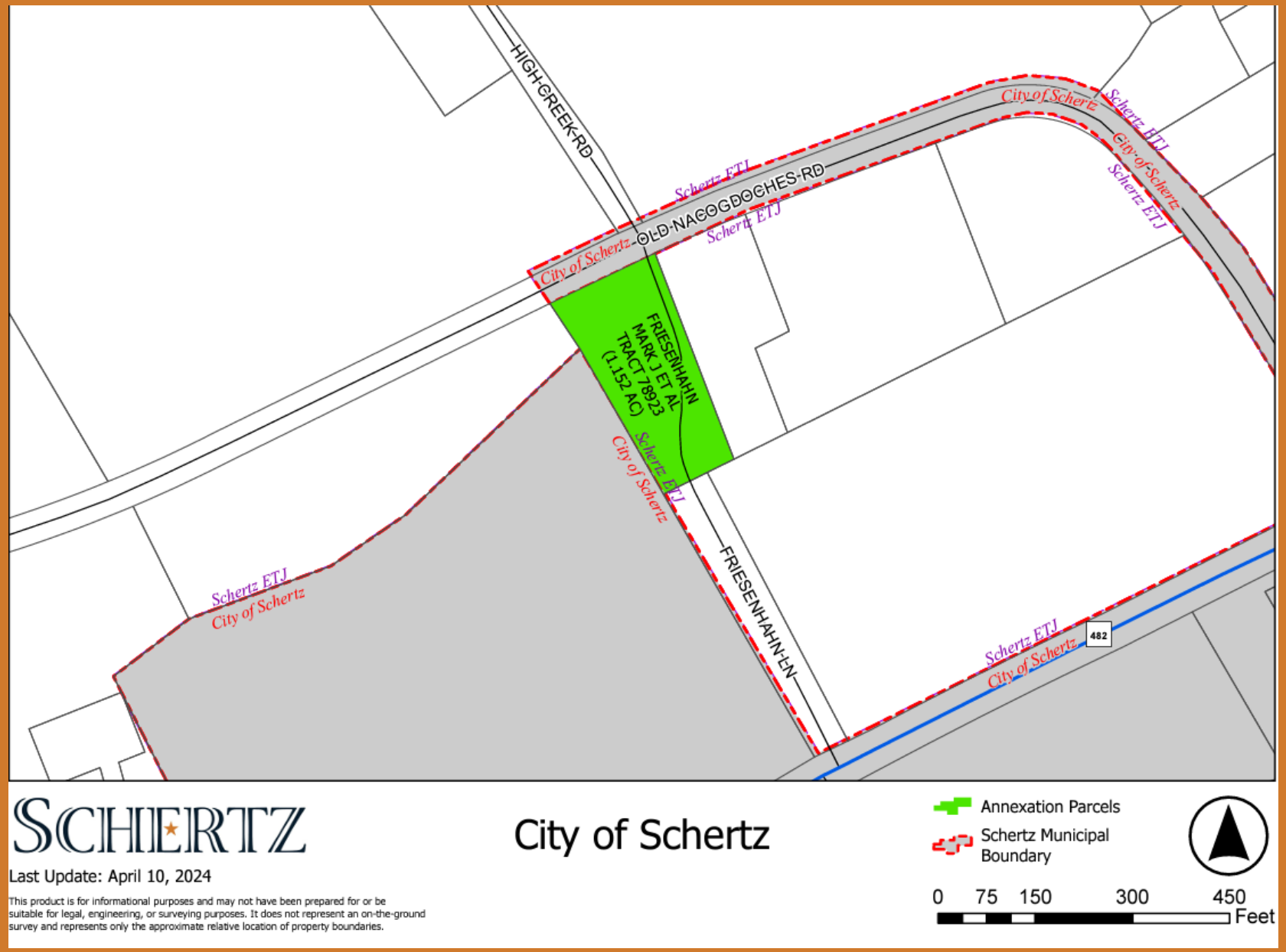
Comal County | Ordinance 24-A-29



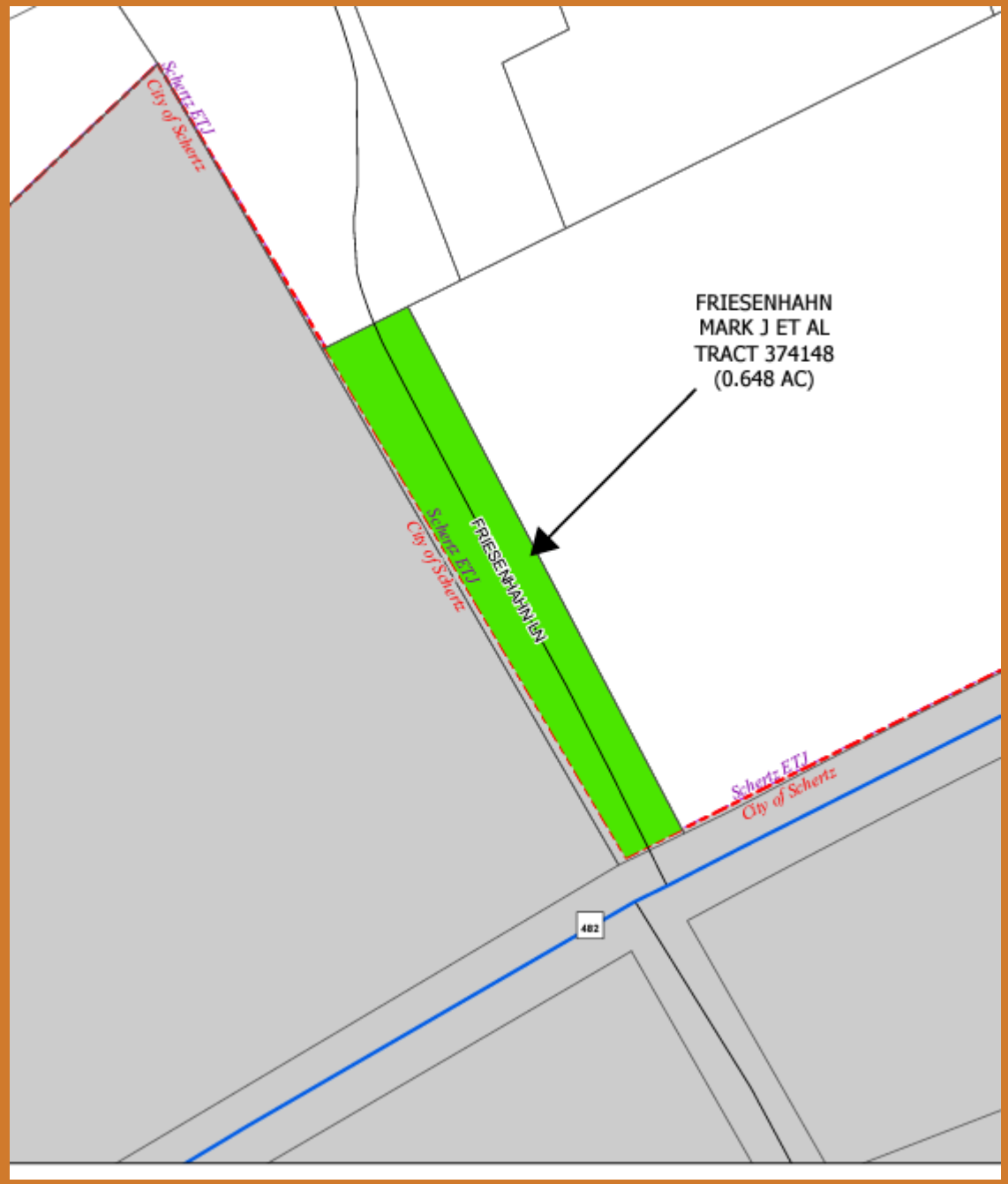
Comal County | Ordinance 24-A-30



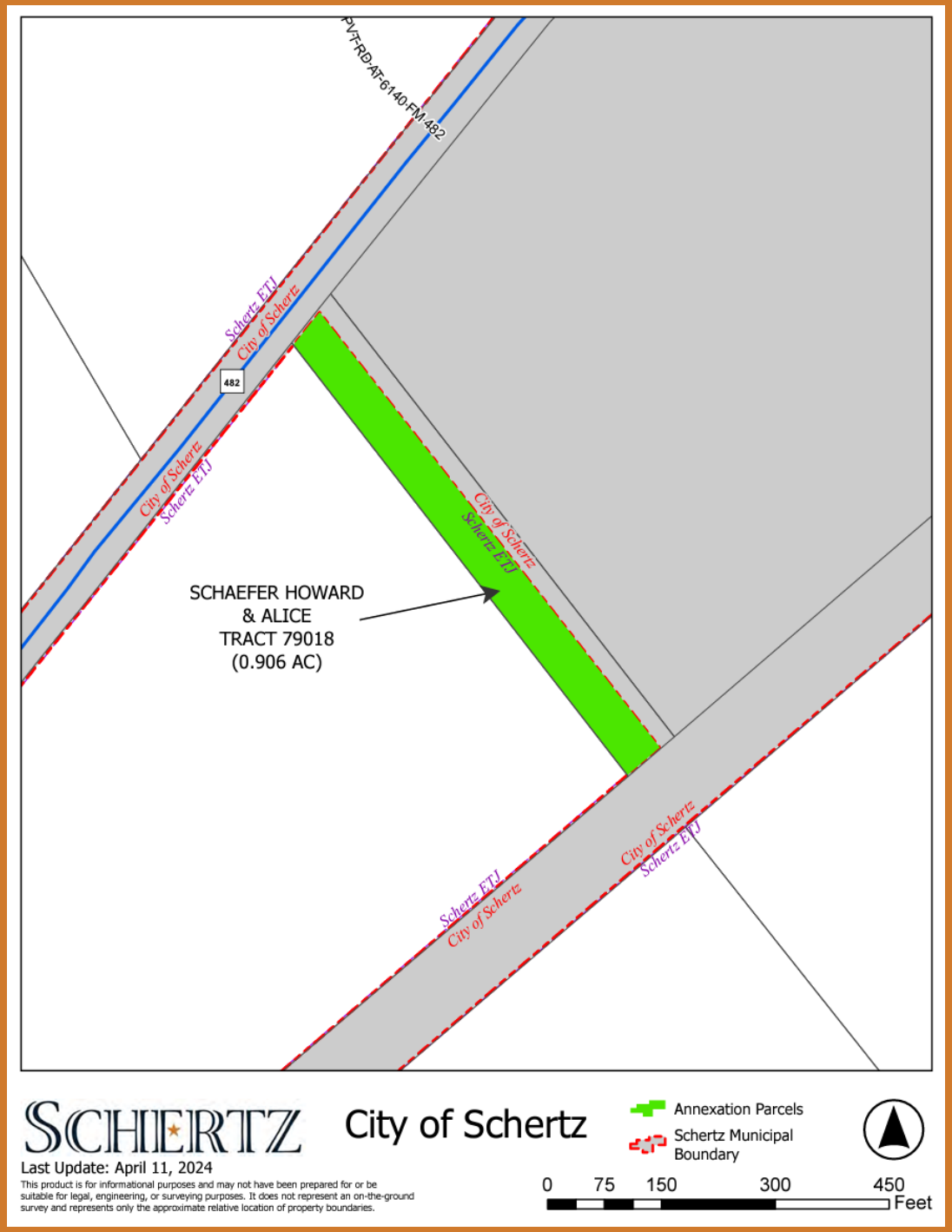
Comal County | Ordinance 24-A-31



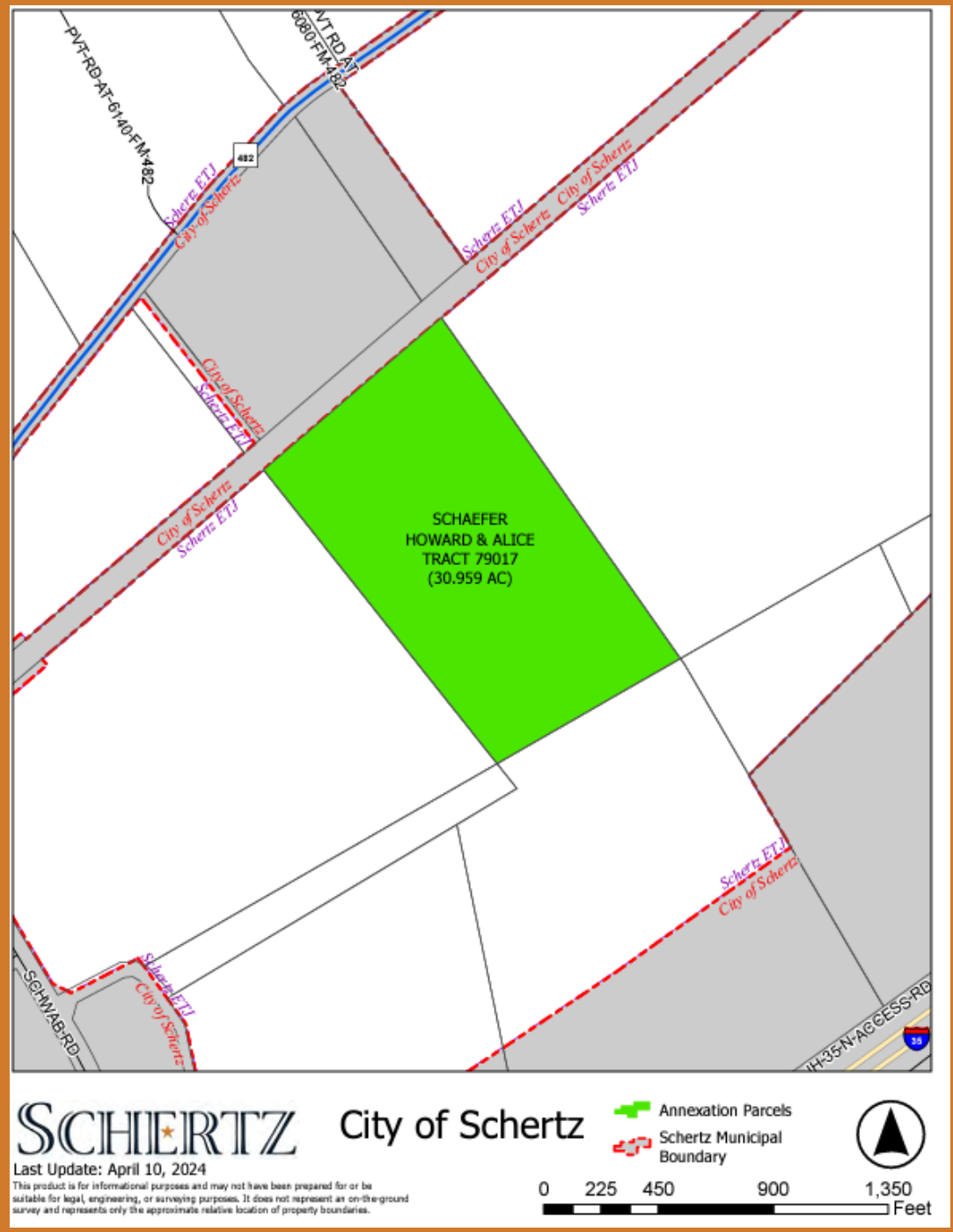
Comal County | Ordinance 24-A-32



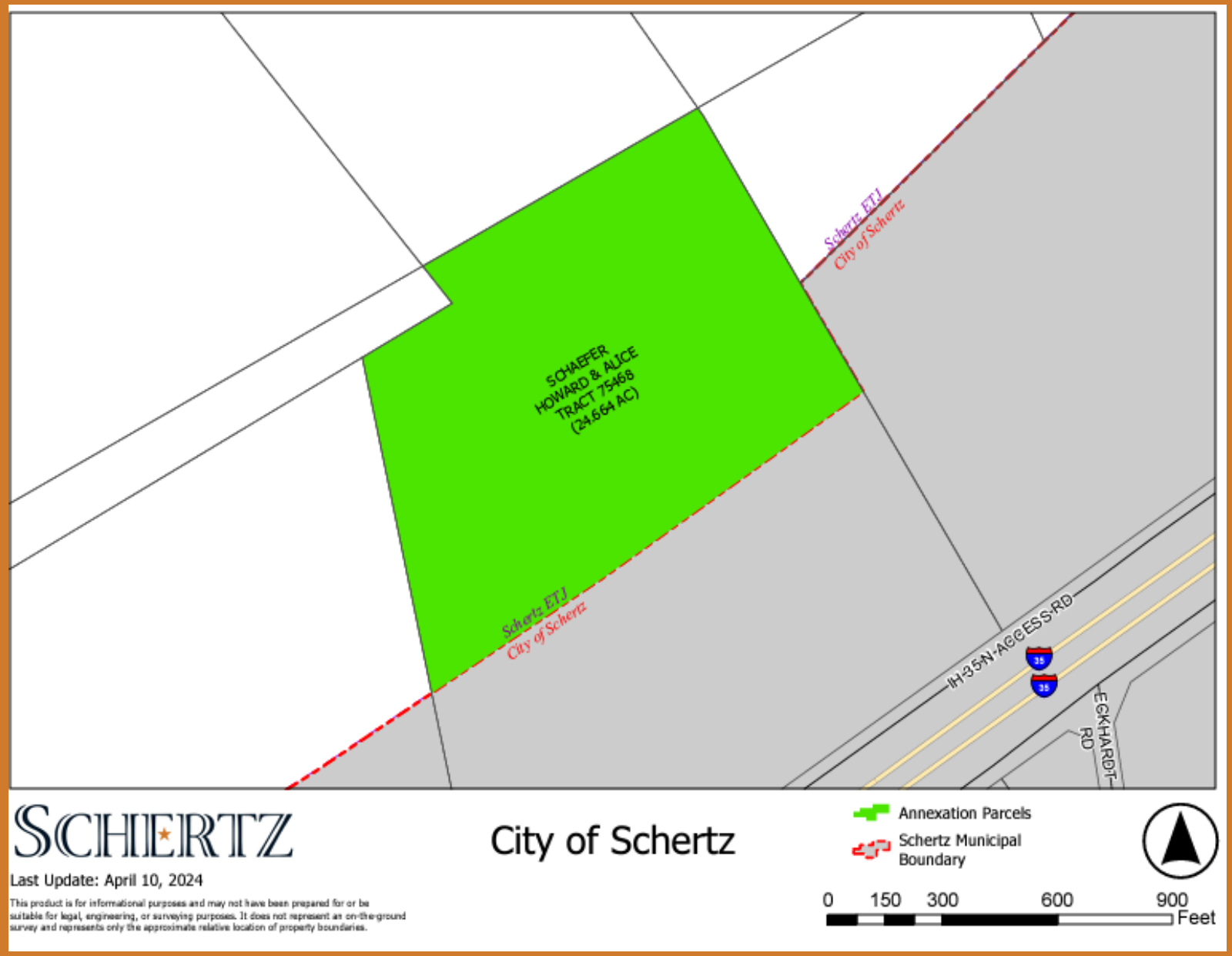
Comal County | Ordinance 24-A-33



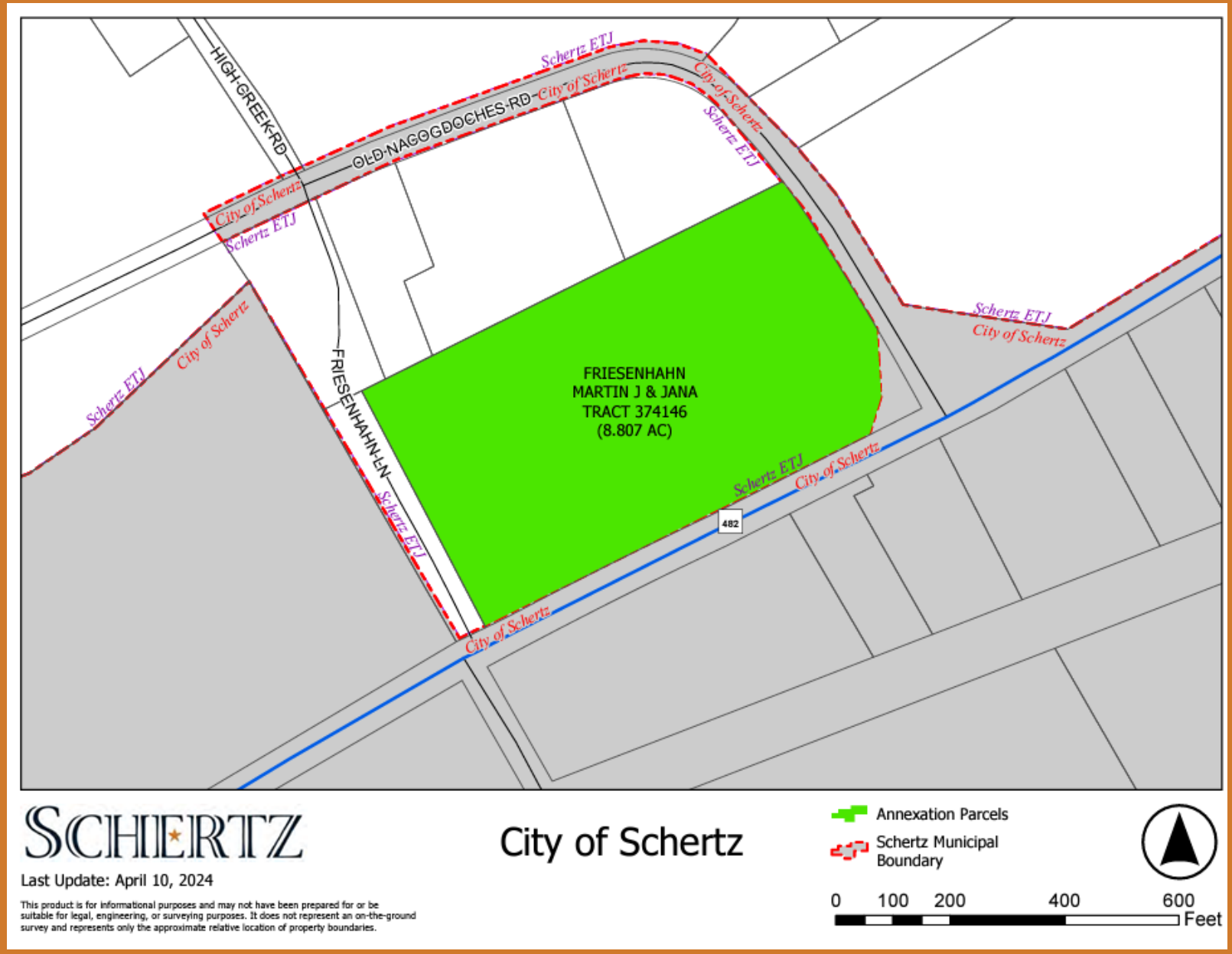
Comal County | Ordinance 24-A-34



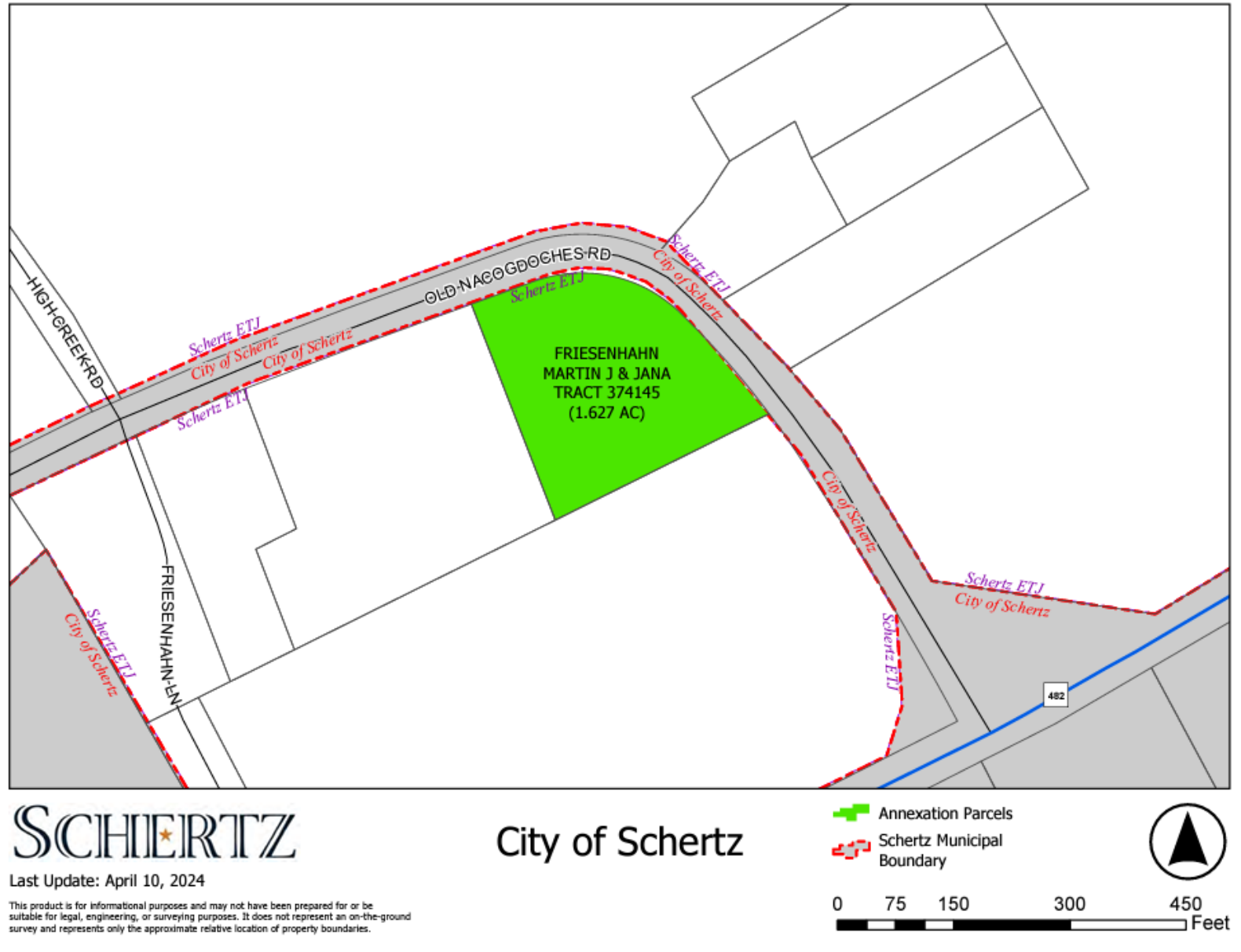
Comal County | Ordinance 24-A-35



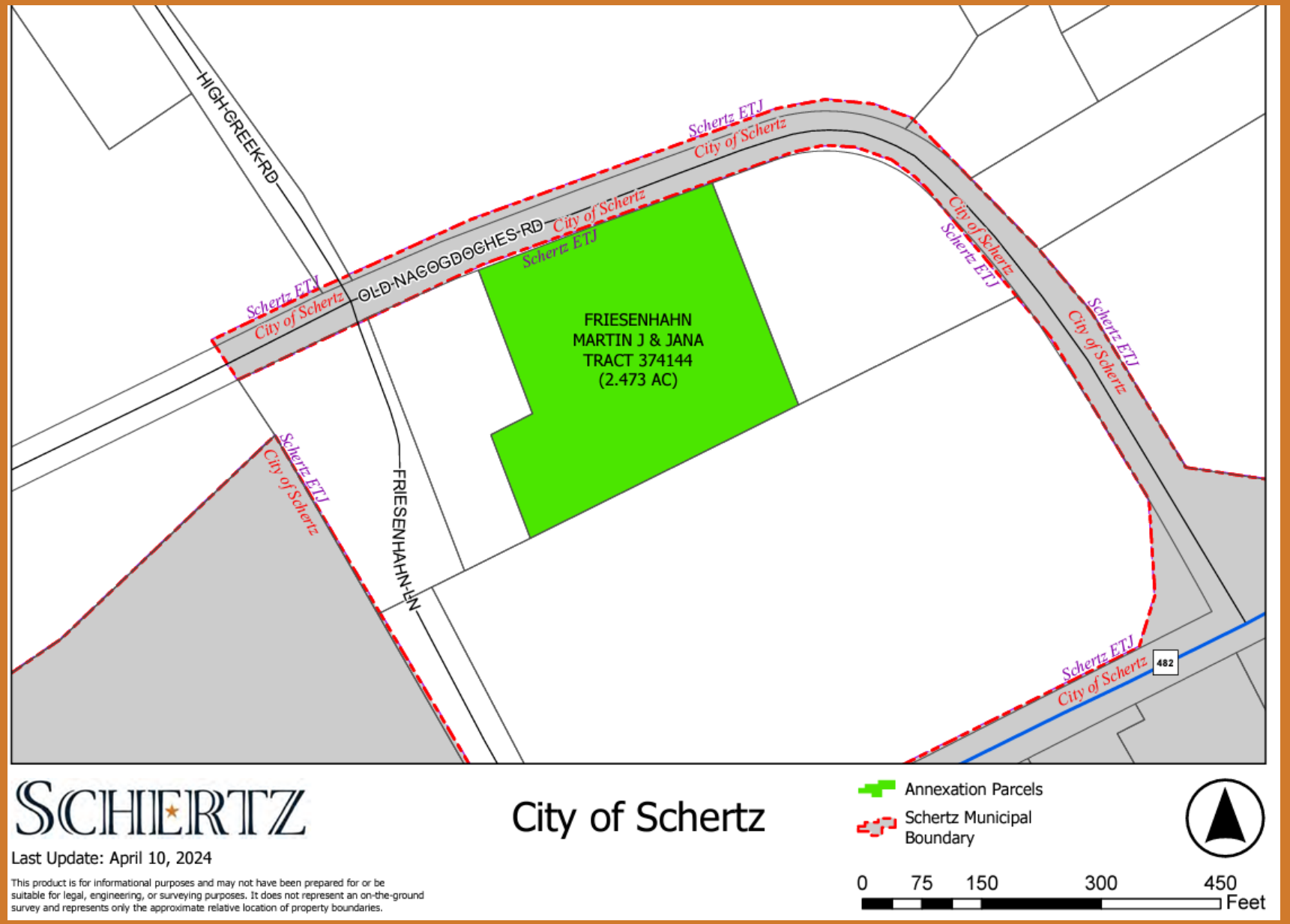
Comal County | Ordinance 24-A-36



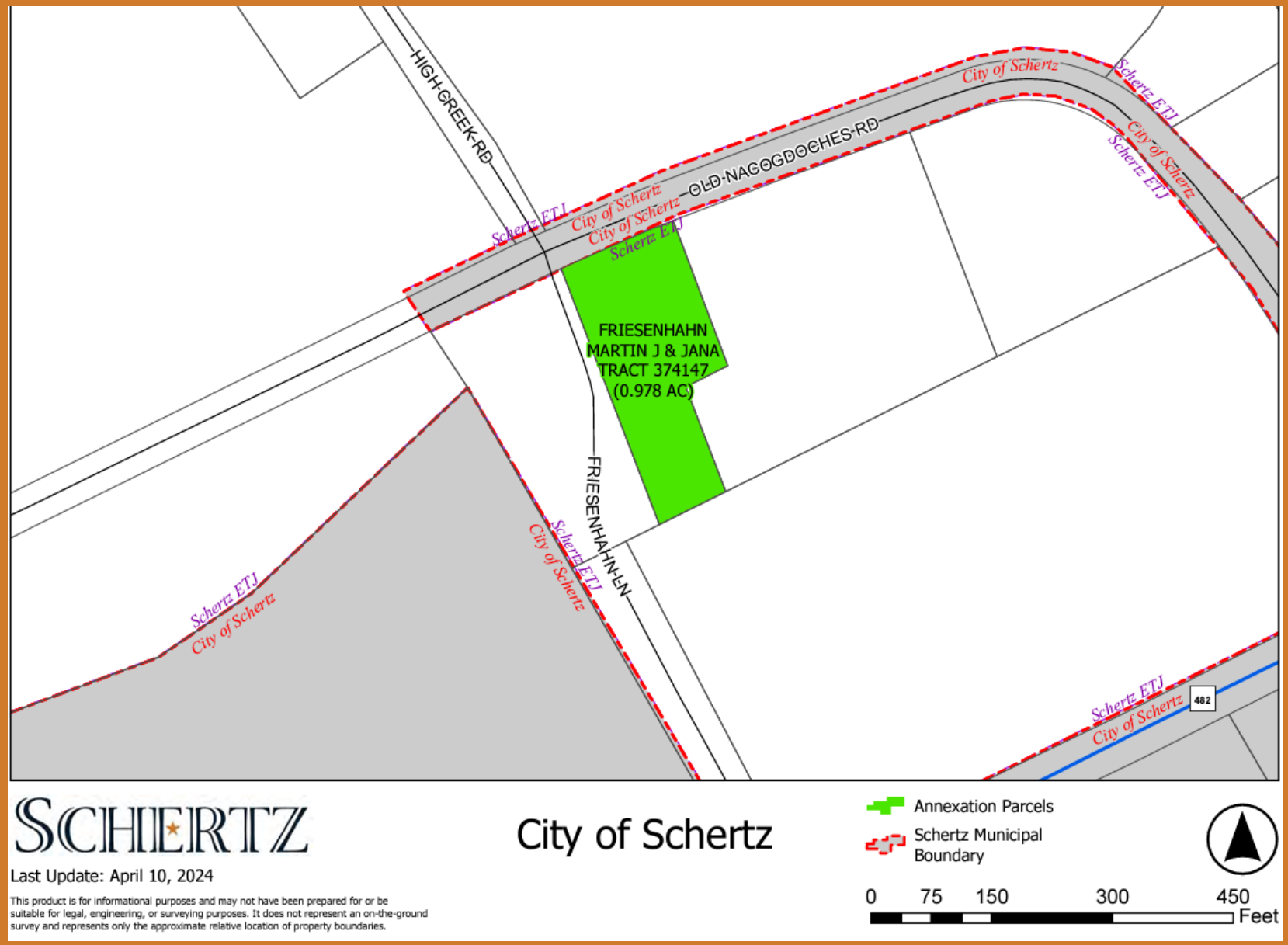
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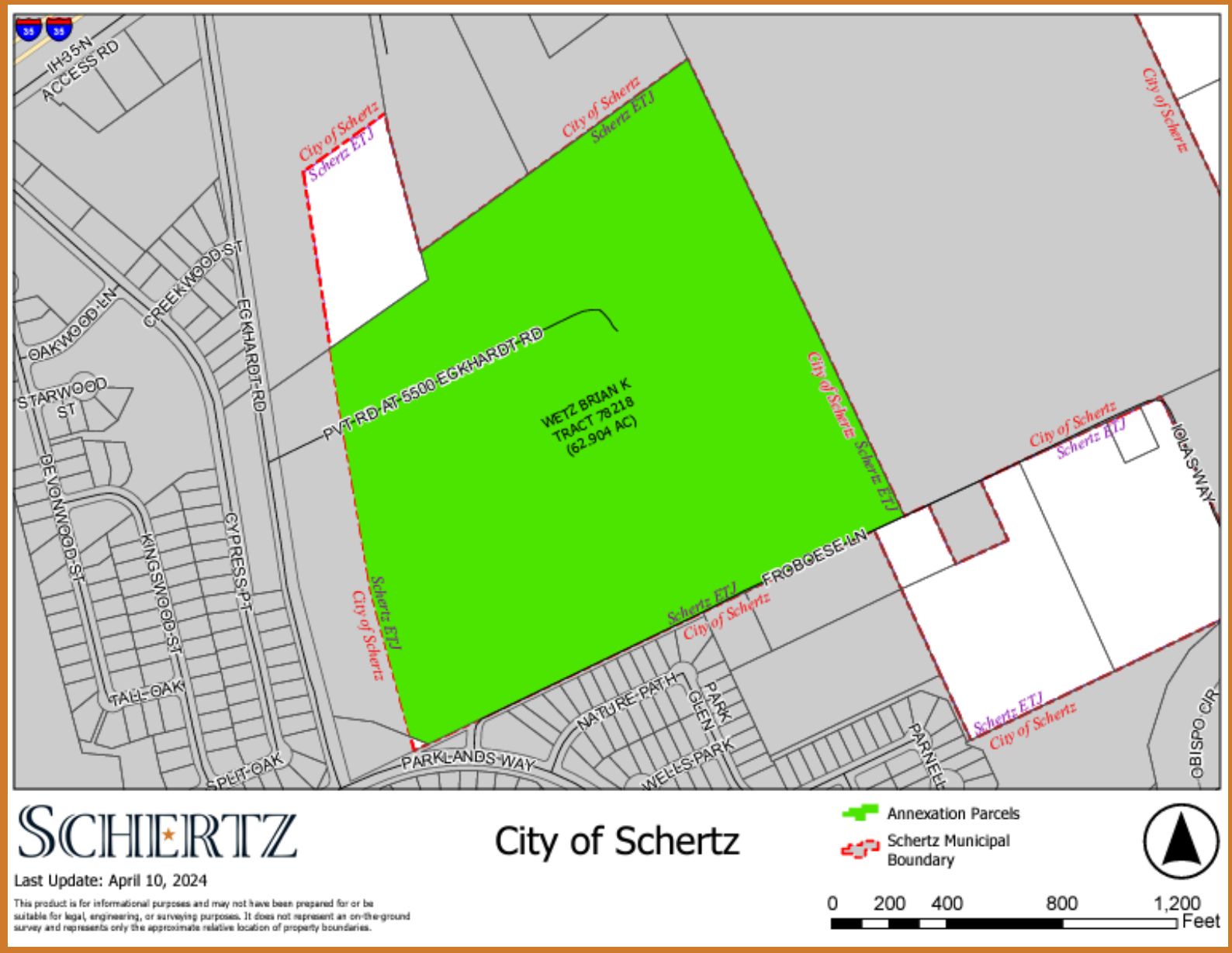
Comal County | Ordinance 24-A-38



Comal County | Ordinance 24-A-39



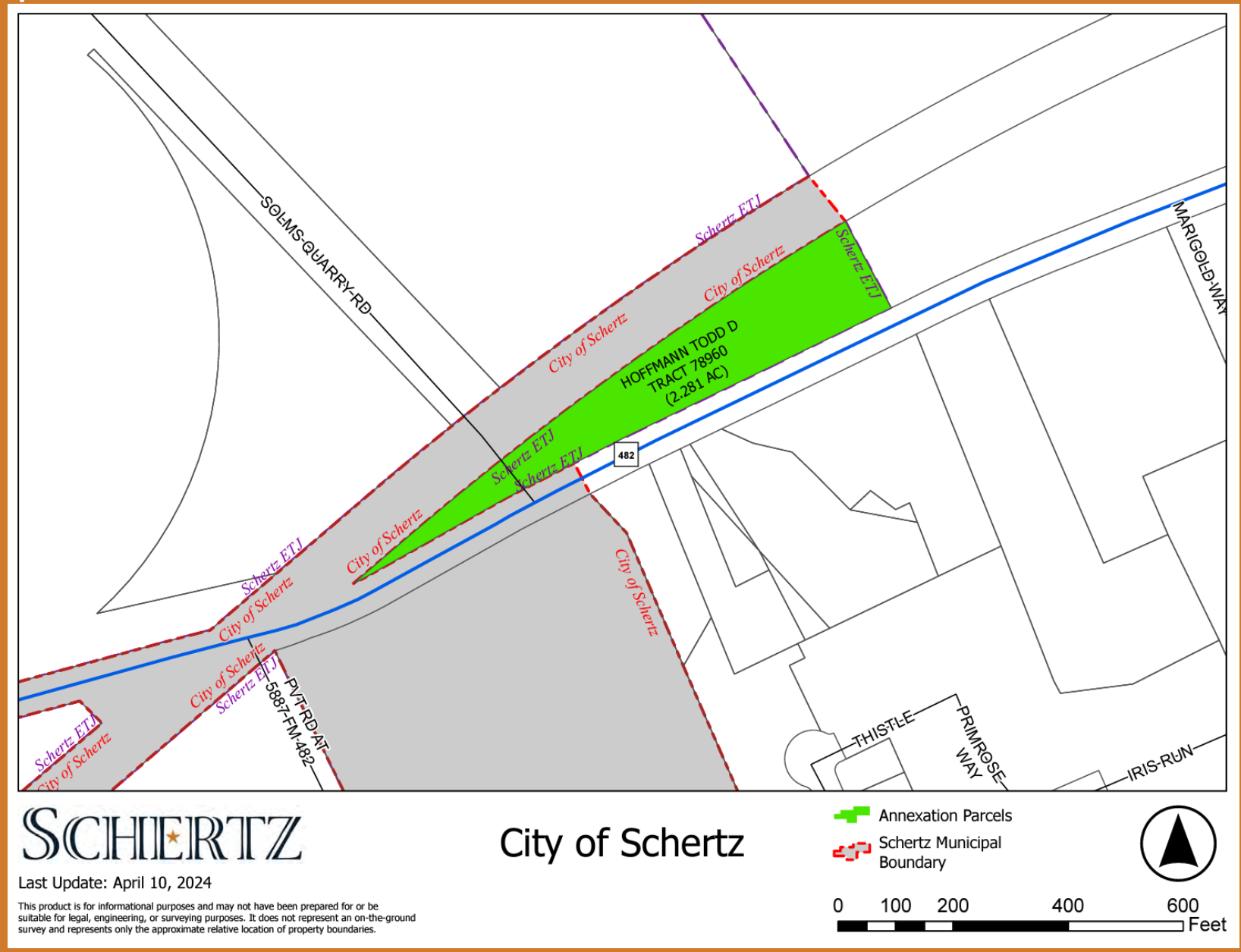
Comal County | Ordinance 24-A-40



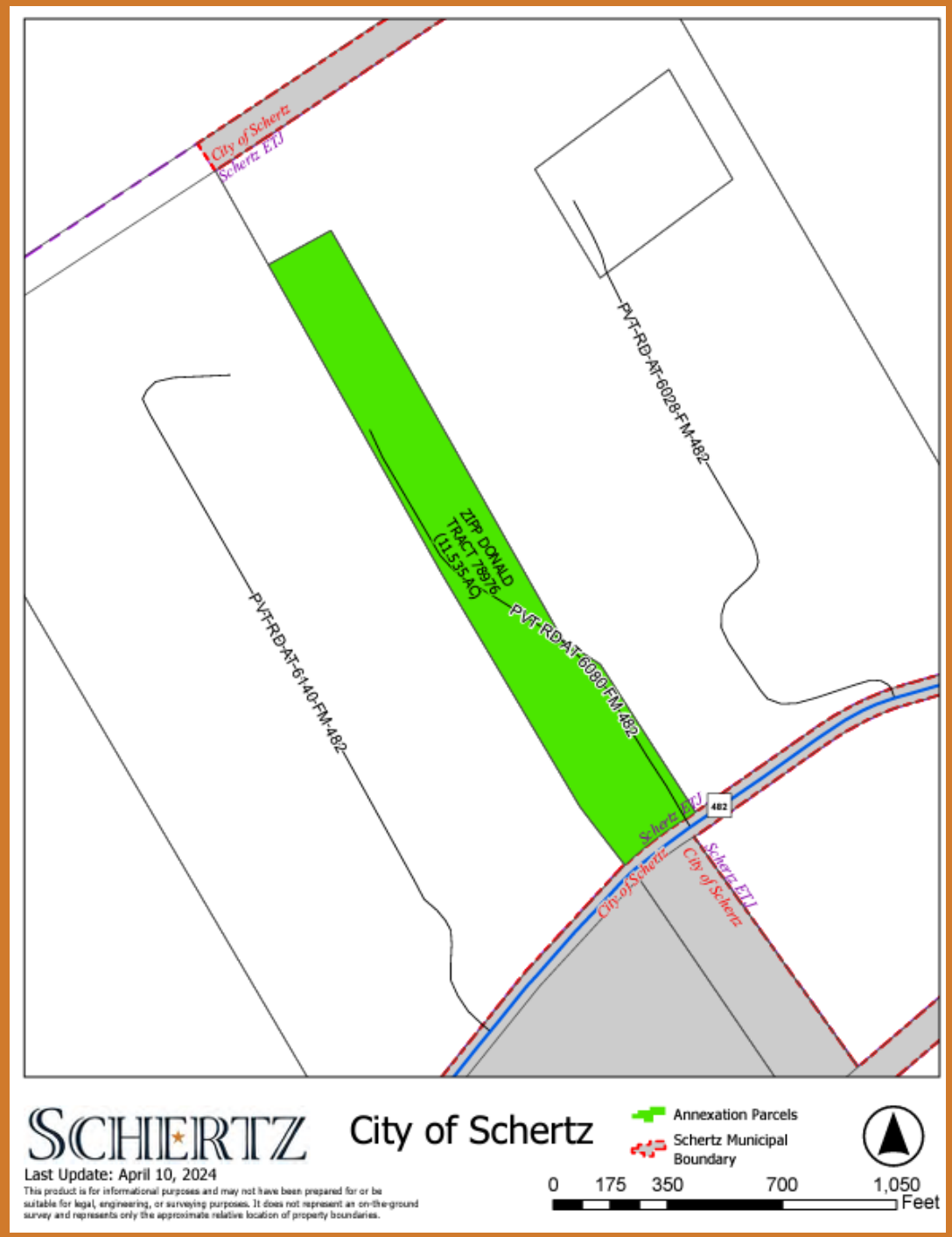
Comal County | Ordinance 24-A-41



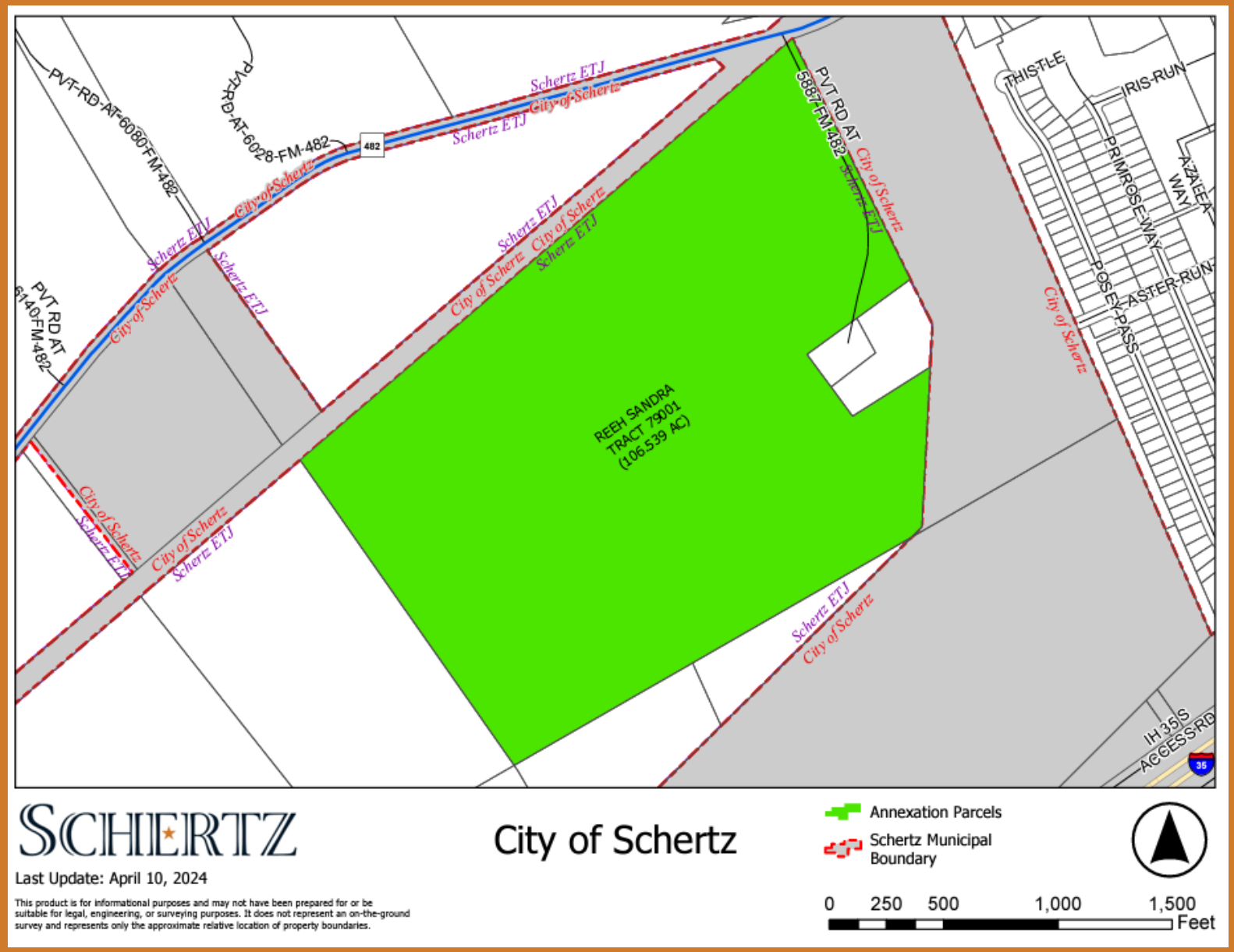
Comal County | Ordinance 24-A-42



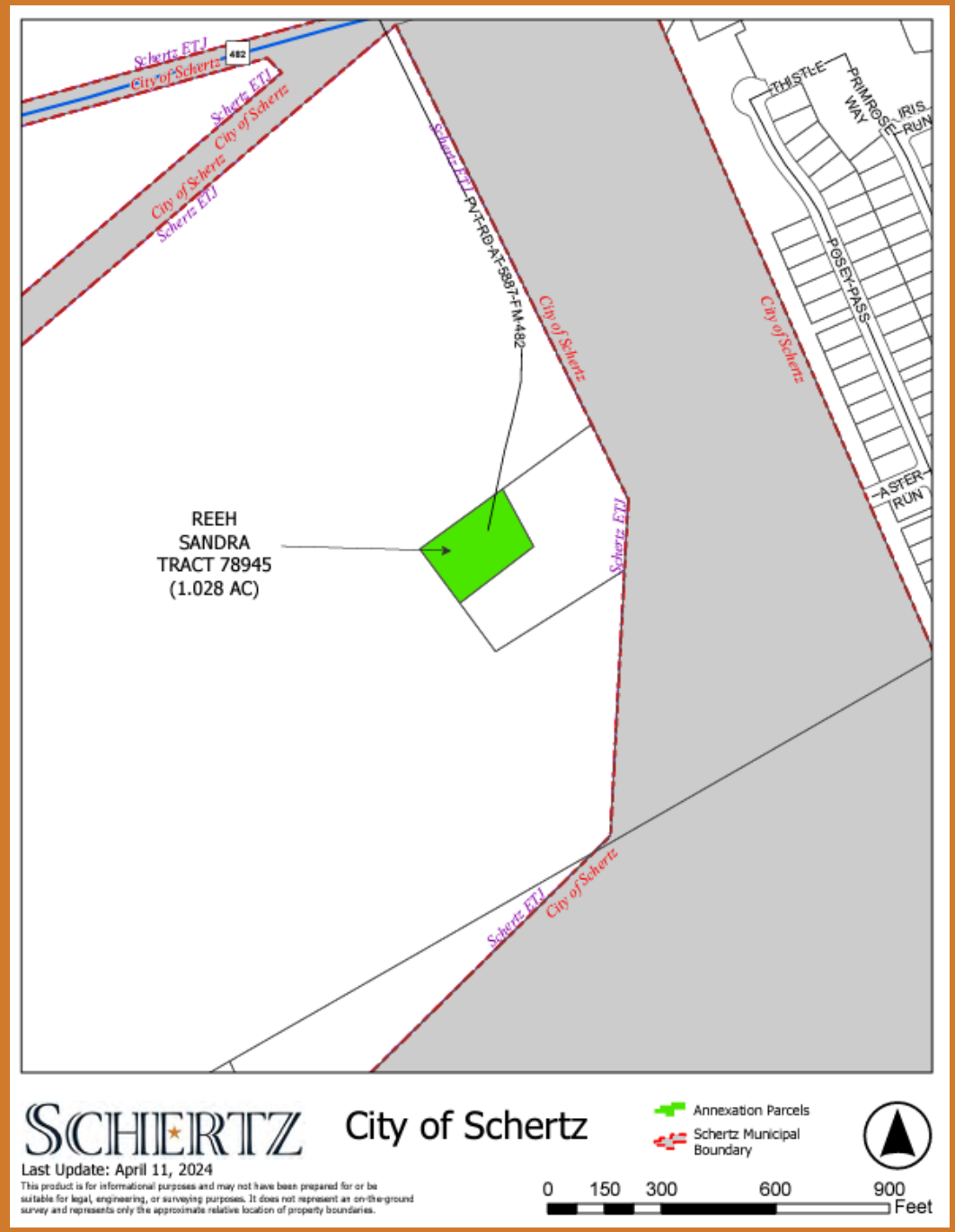
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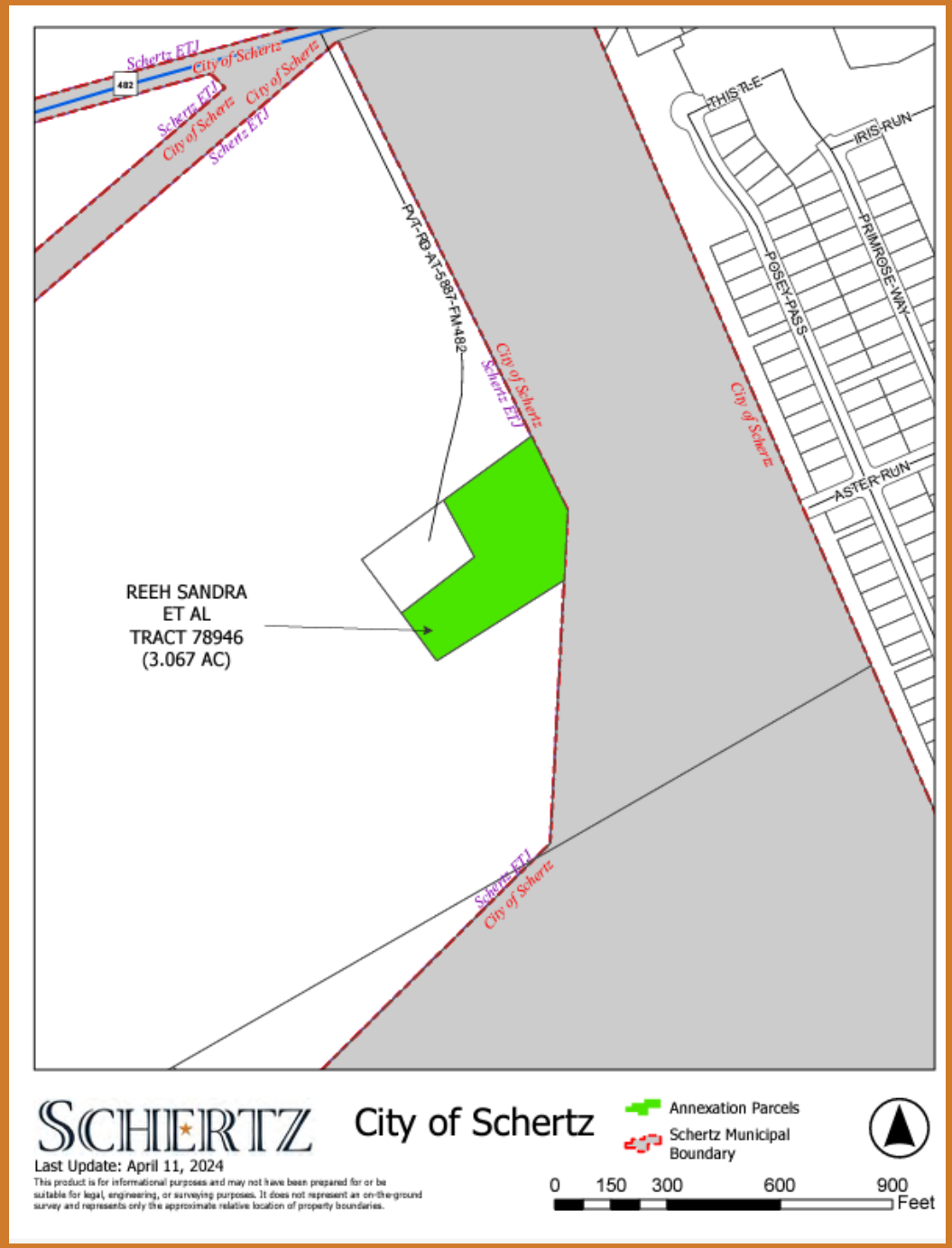
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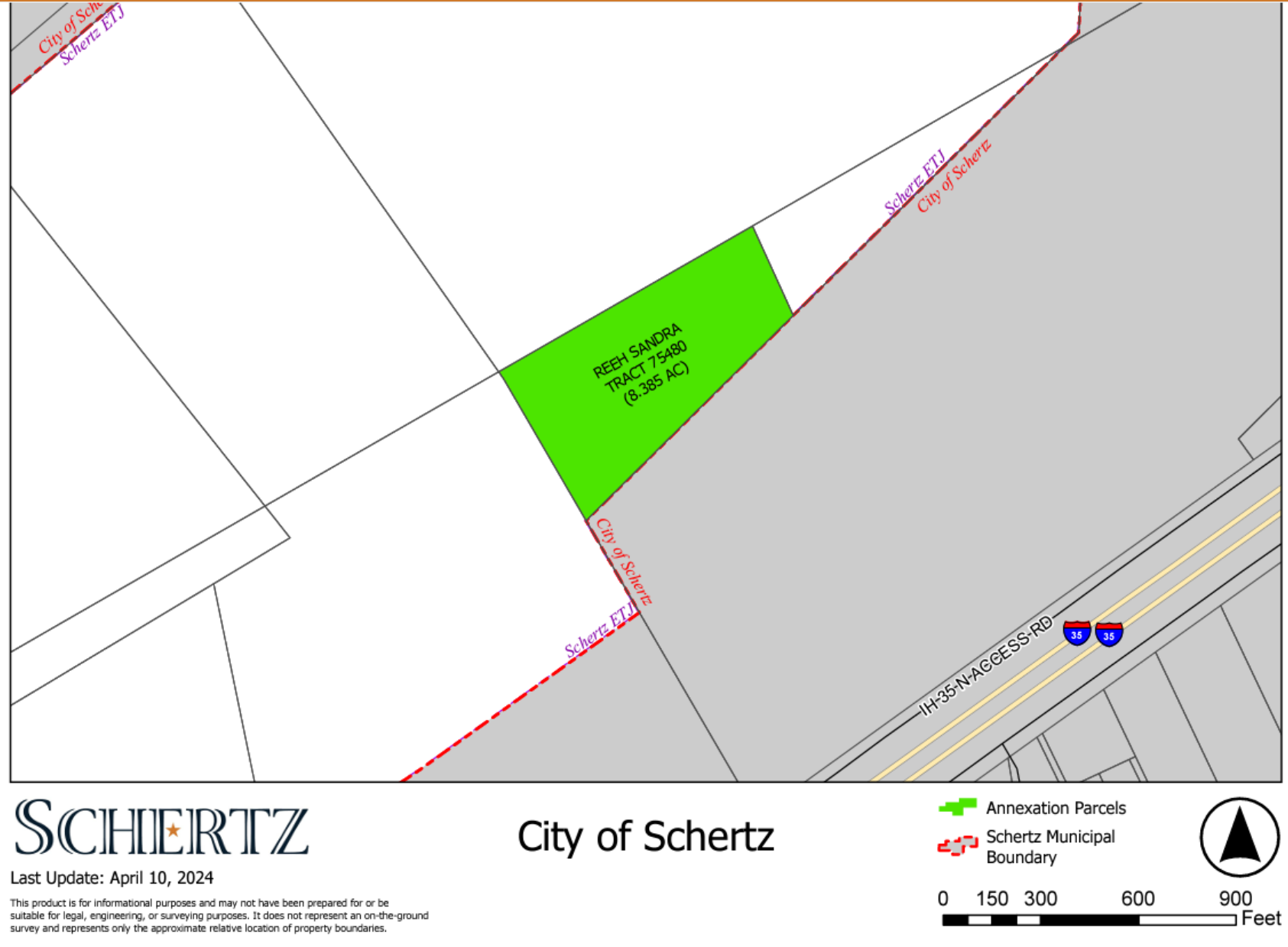
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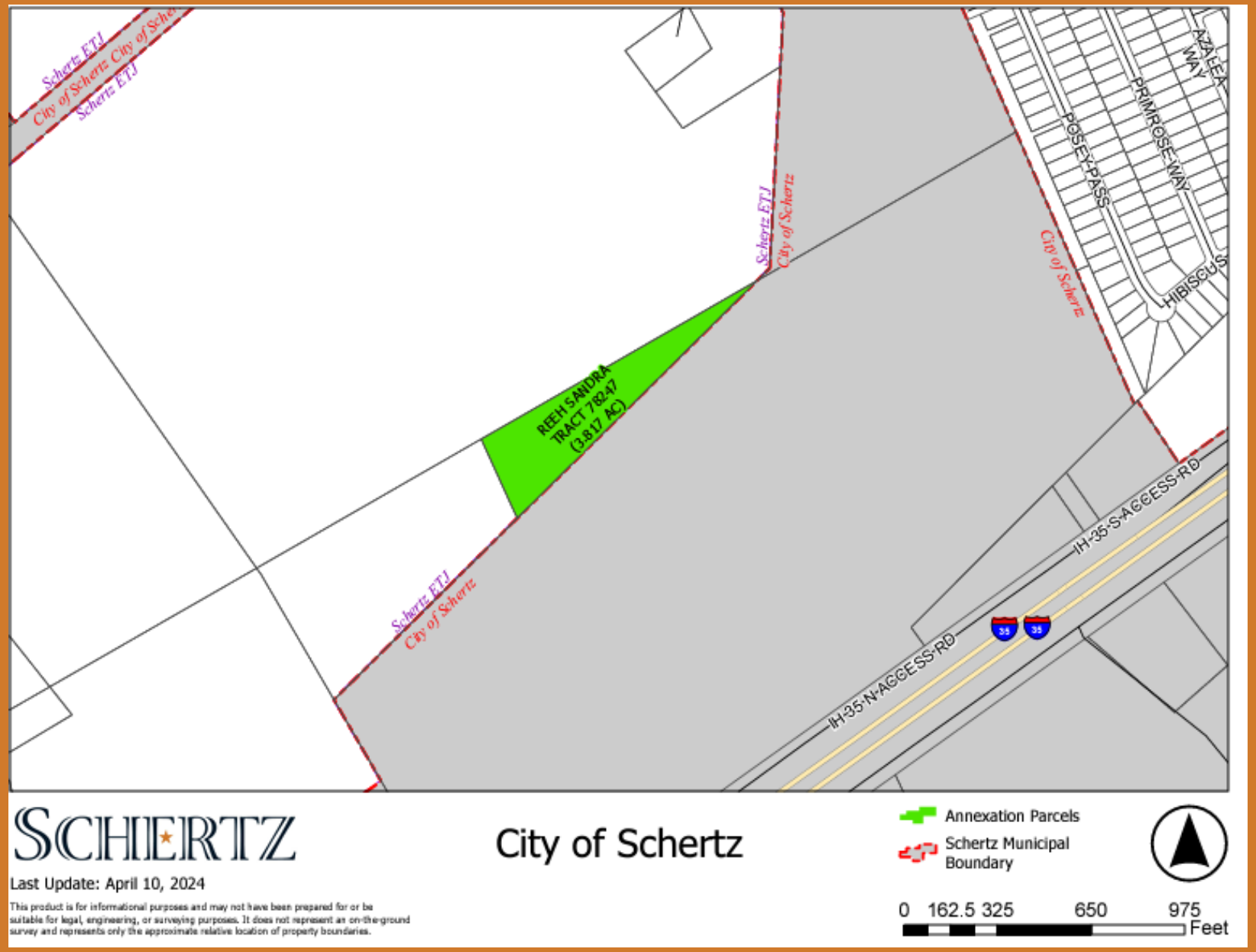
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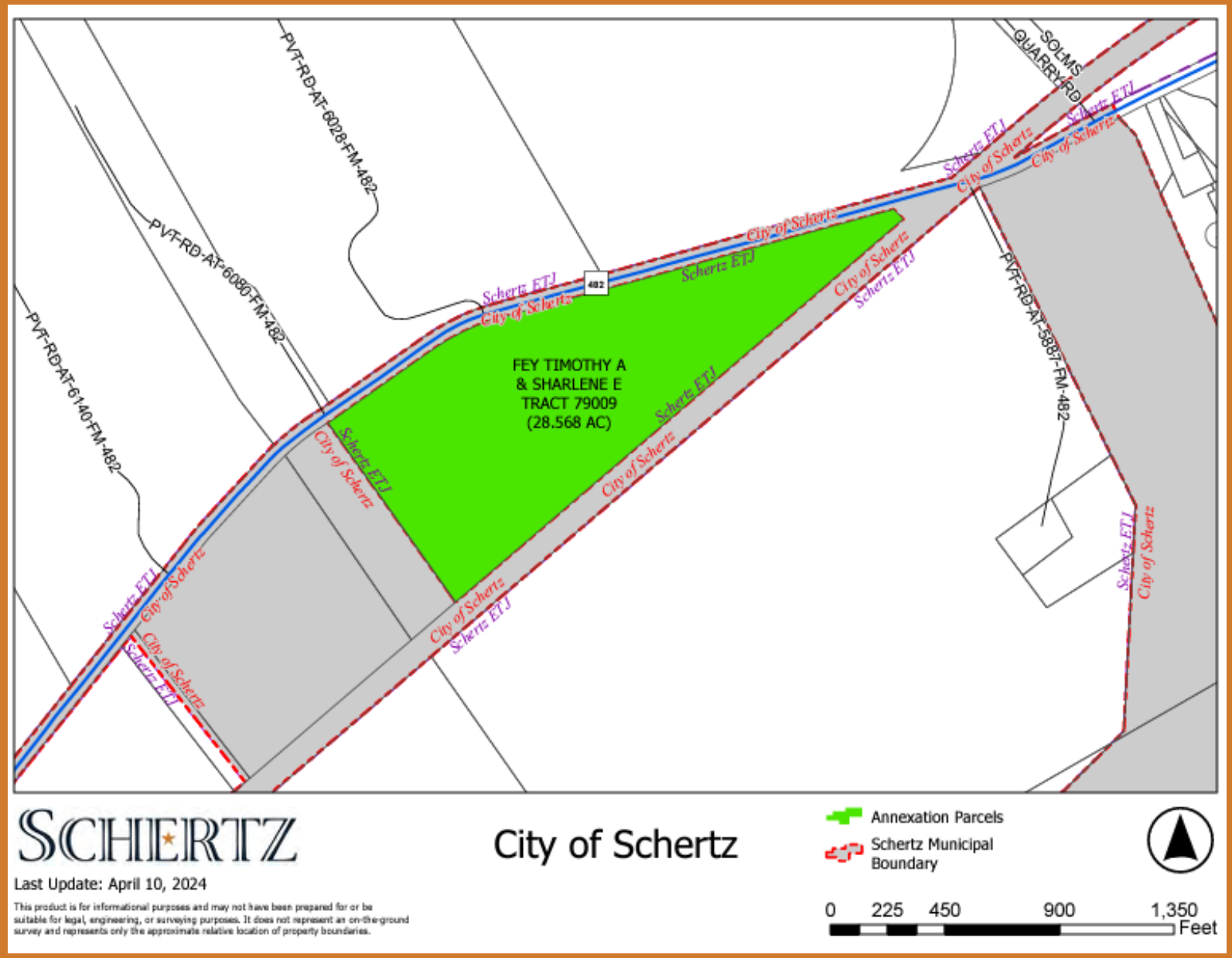
Comal County | Ordinance 24-A-47



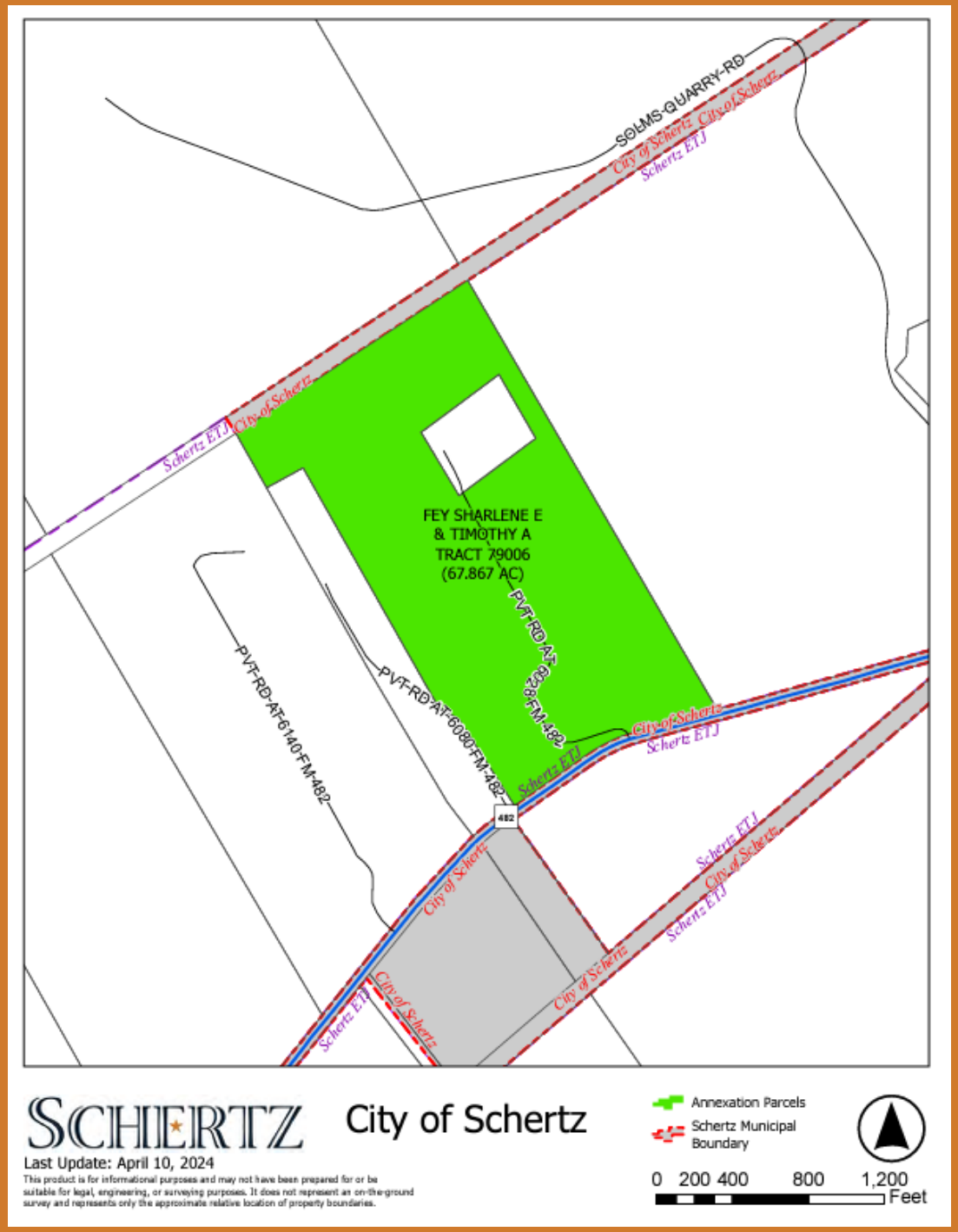
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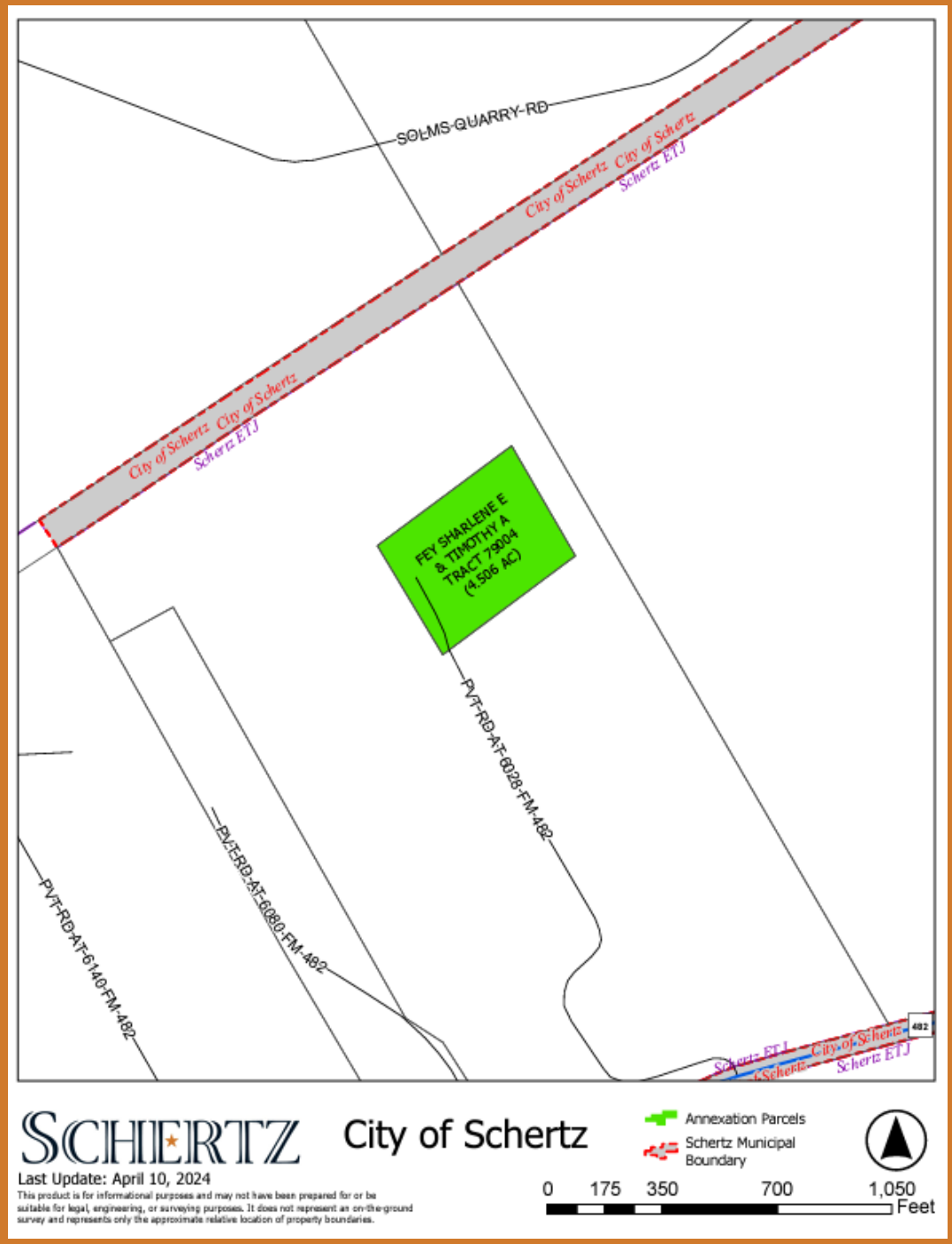
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Comal County | Ordinance 24-A-50



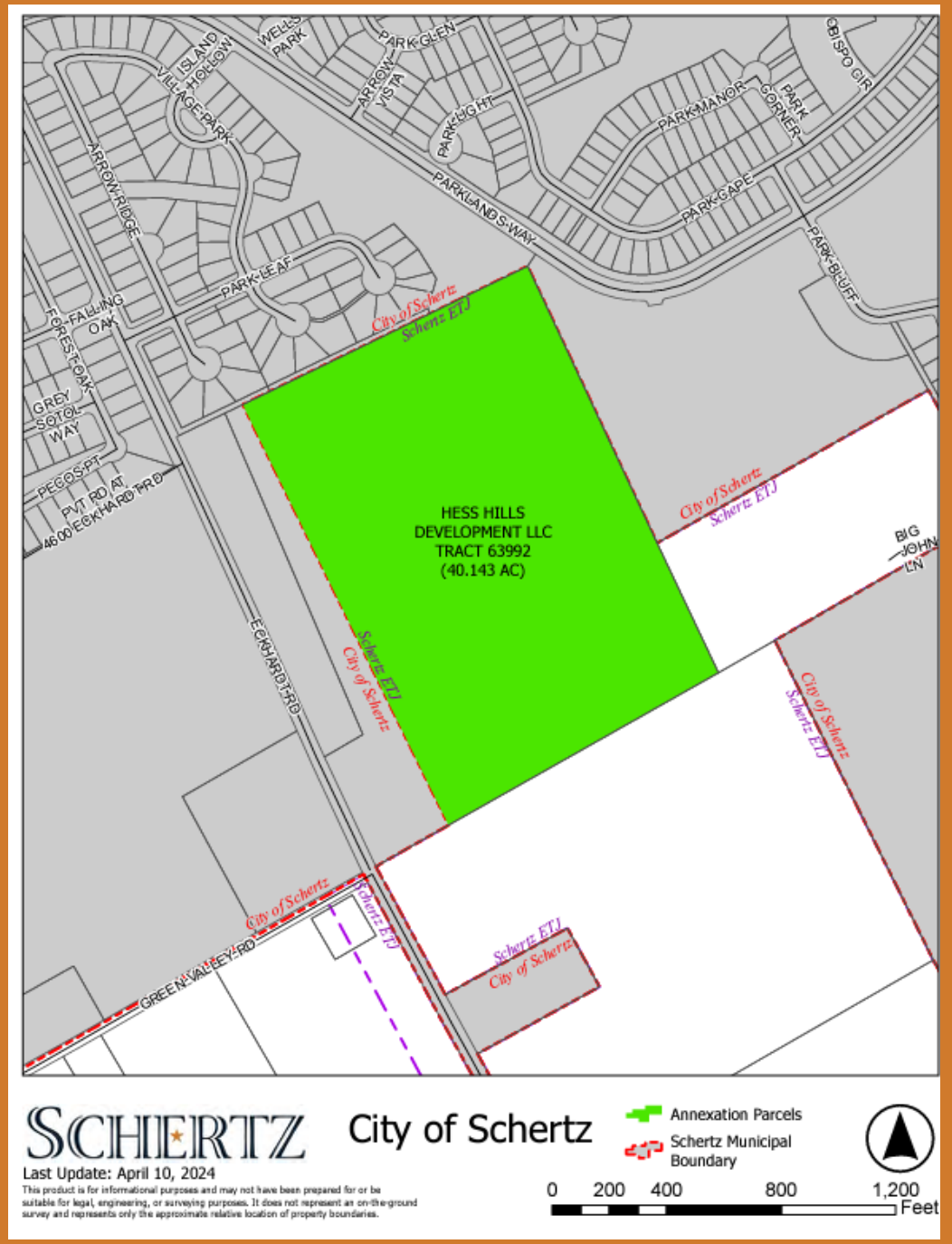
Comal County | Ordinance 24-A-51



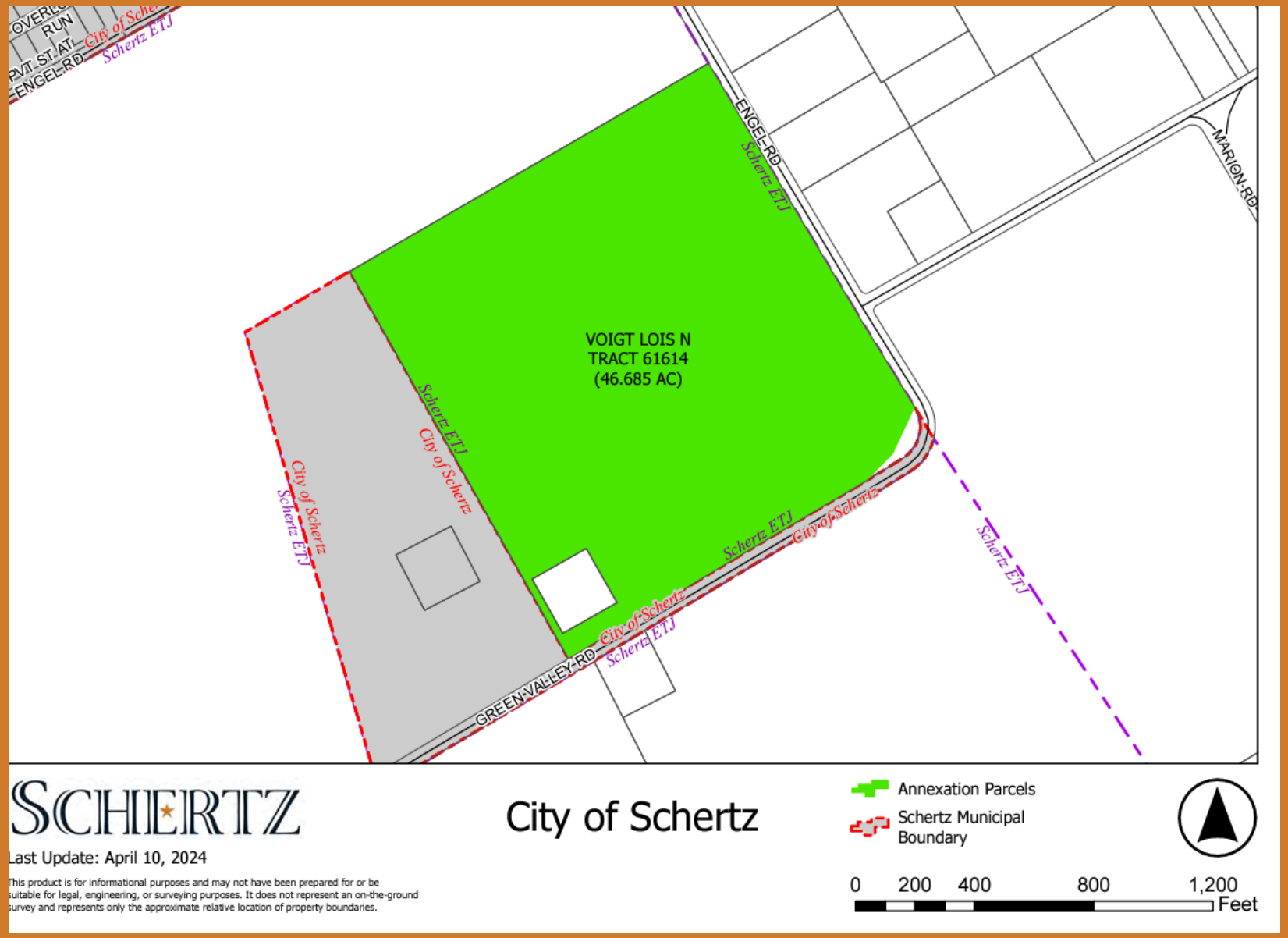
Guadalupe County

Ordinance 24-A-52 through Ordinance 24-A-65

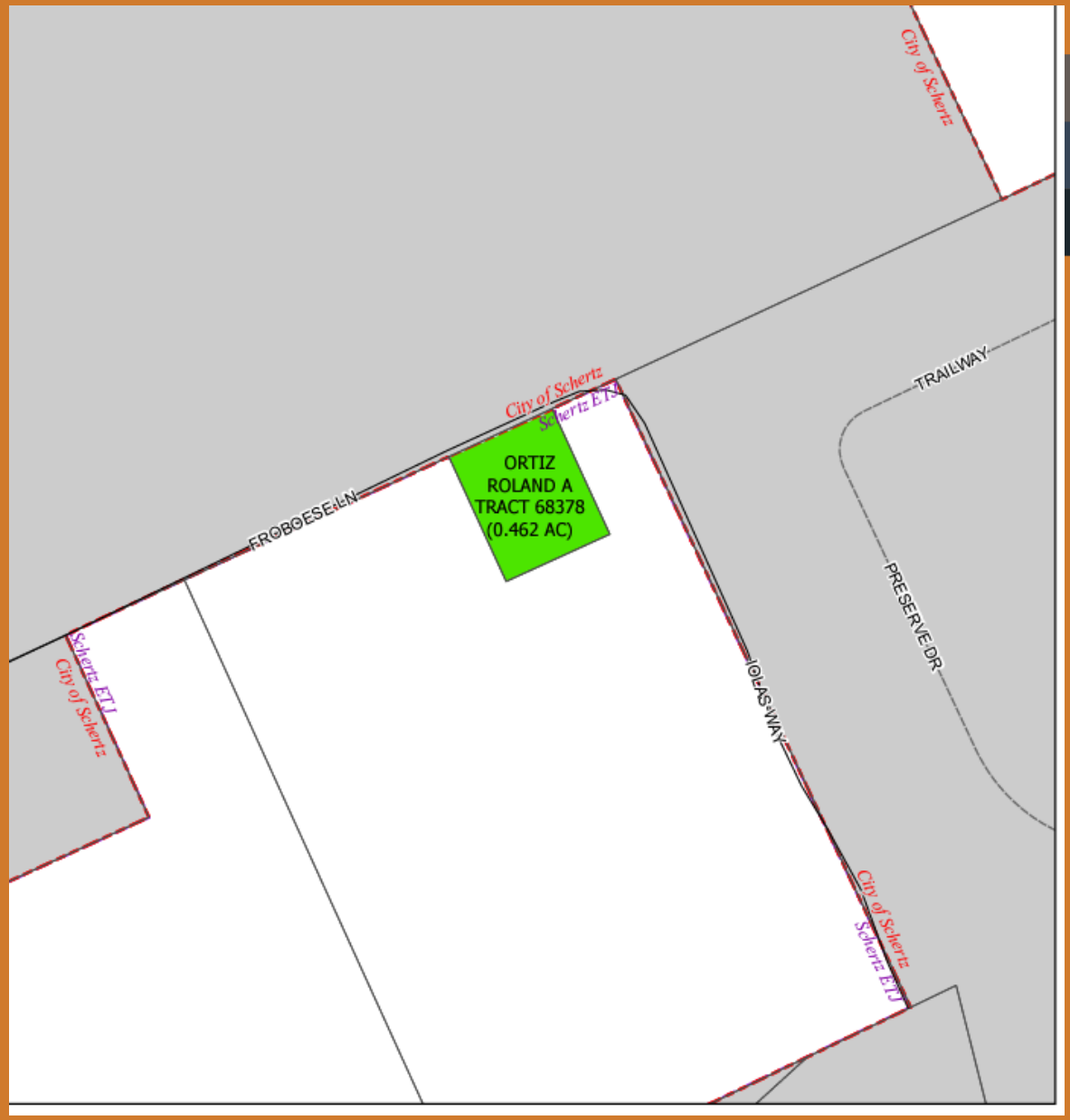
Guadalupe County | Ordinance 24-A-52



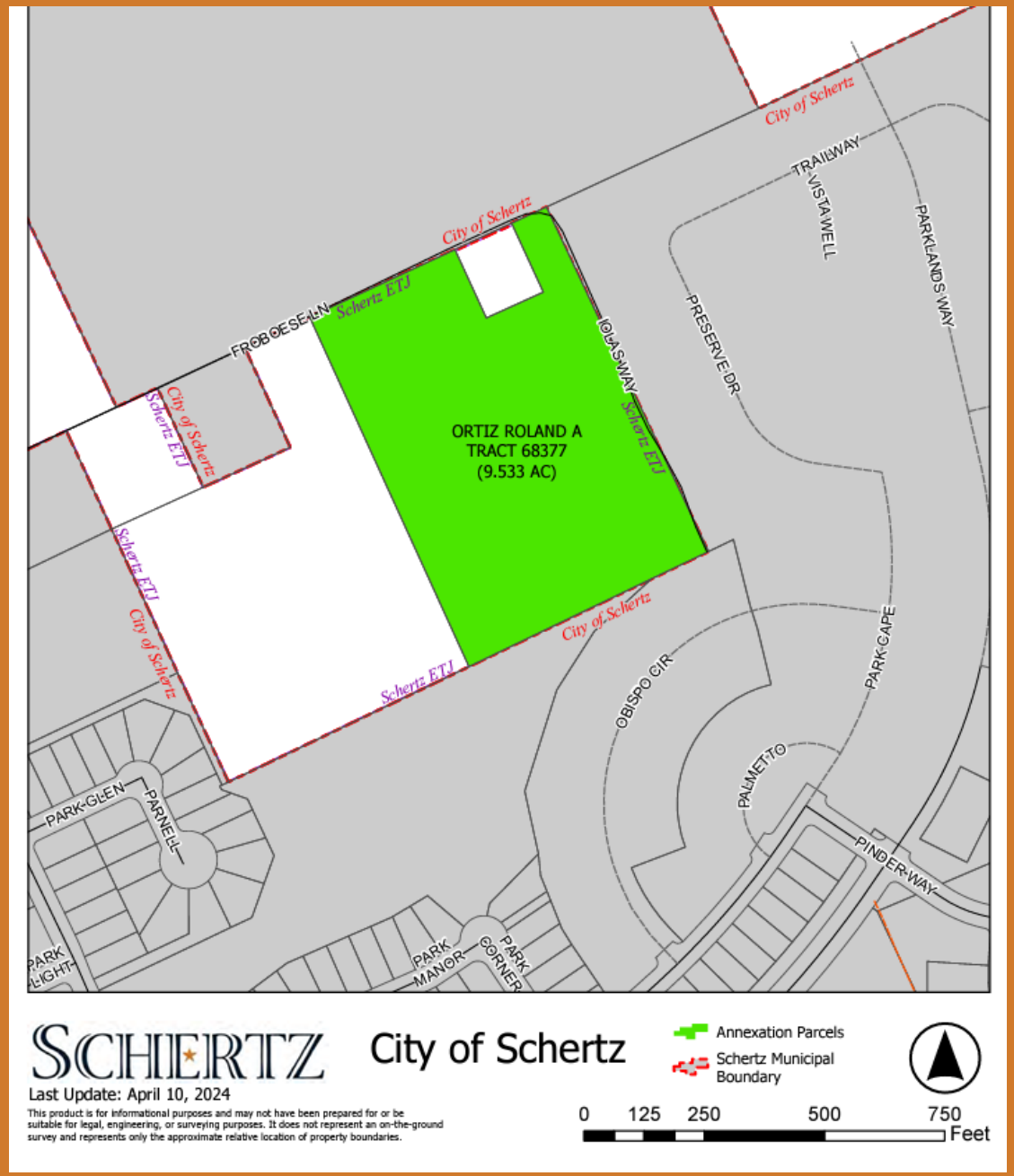
Guadalupe County | Ordinance 24-A-53



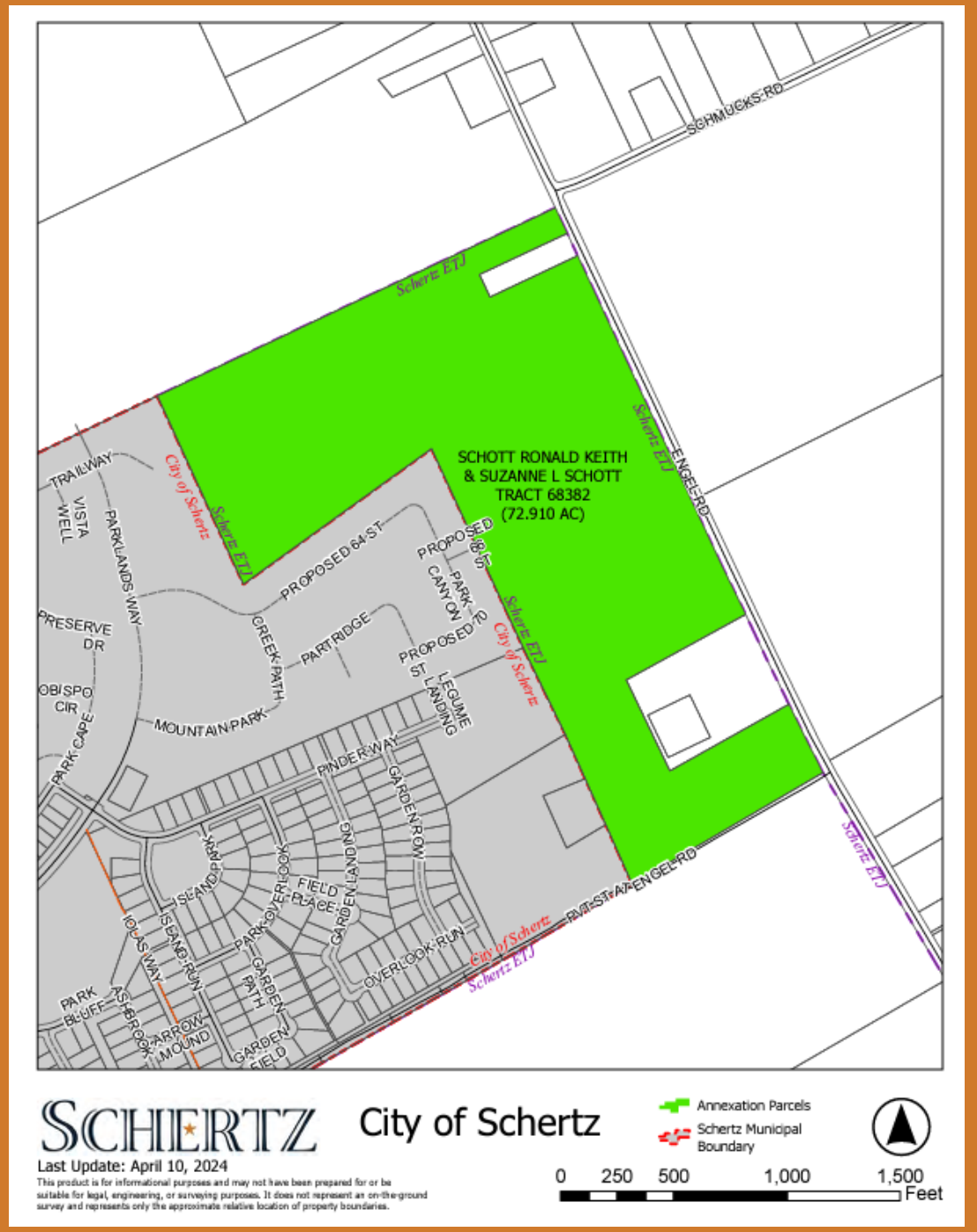
Guadalupe County | Ordinance 24-A-54



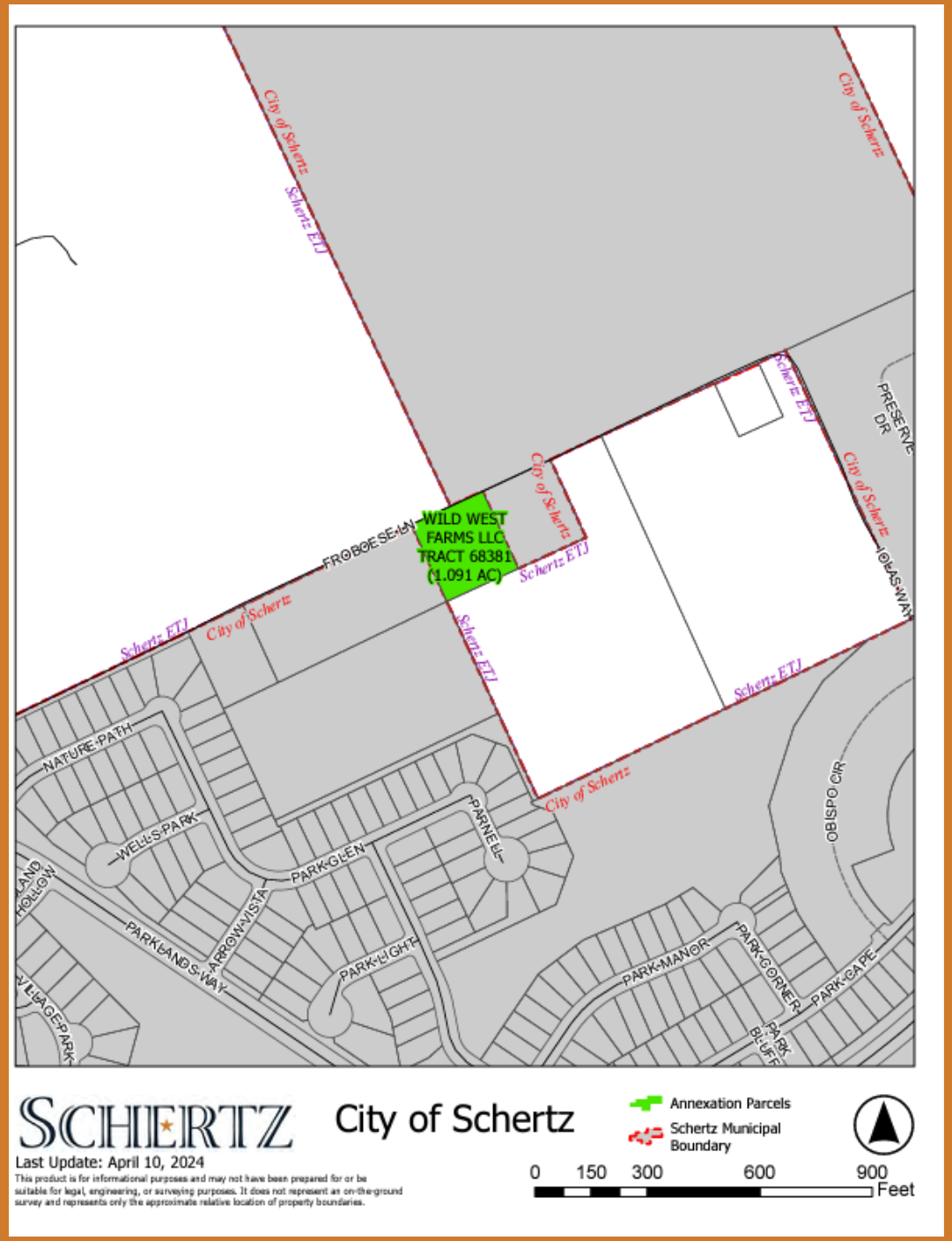
Guadalupe County | Ordinance 24-A-55



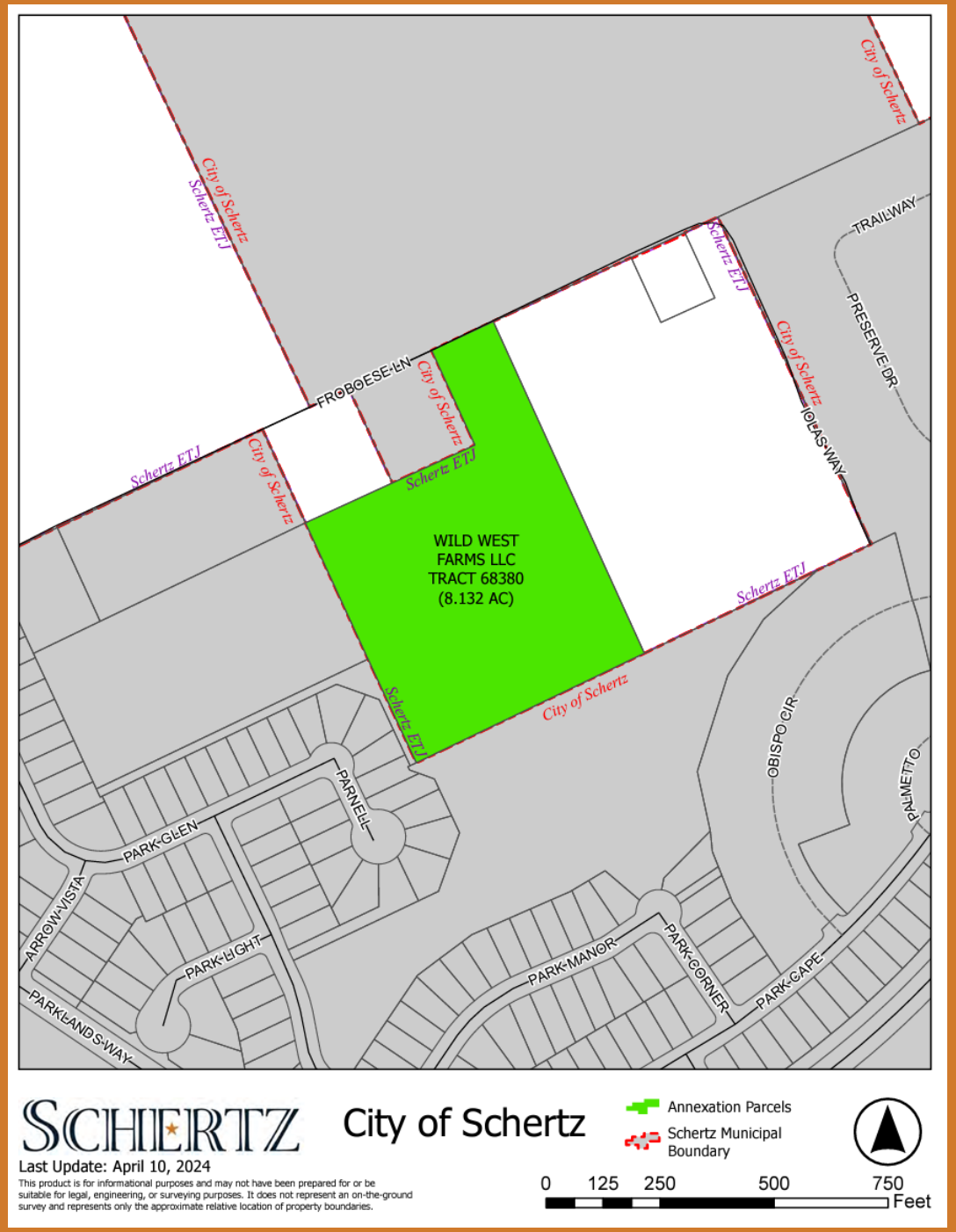
Guadalupe County | Ordinance 24-A-56



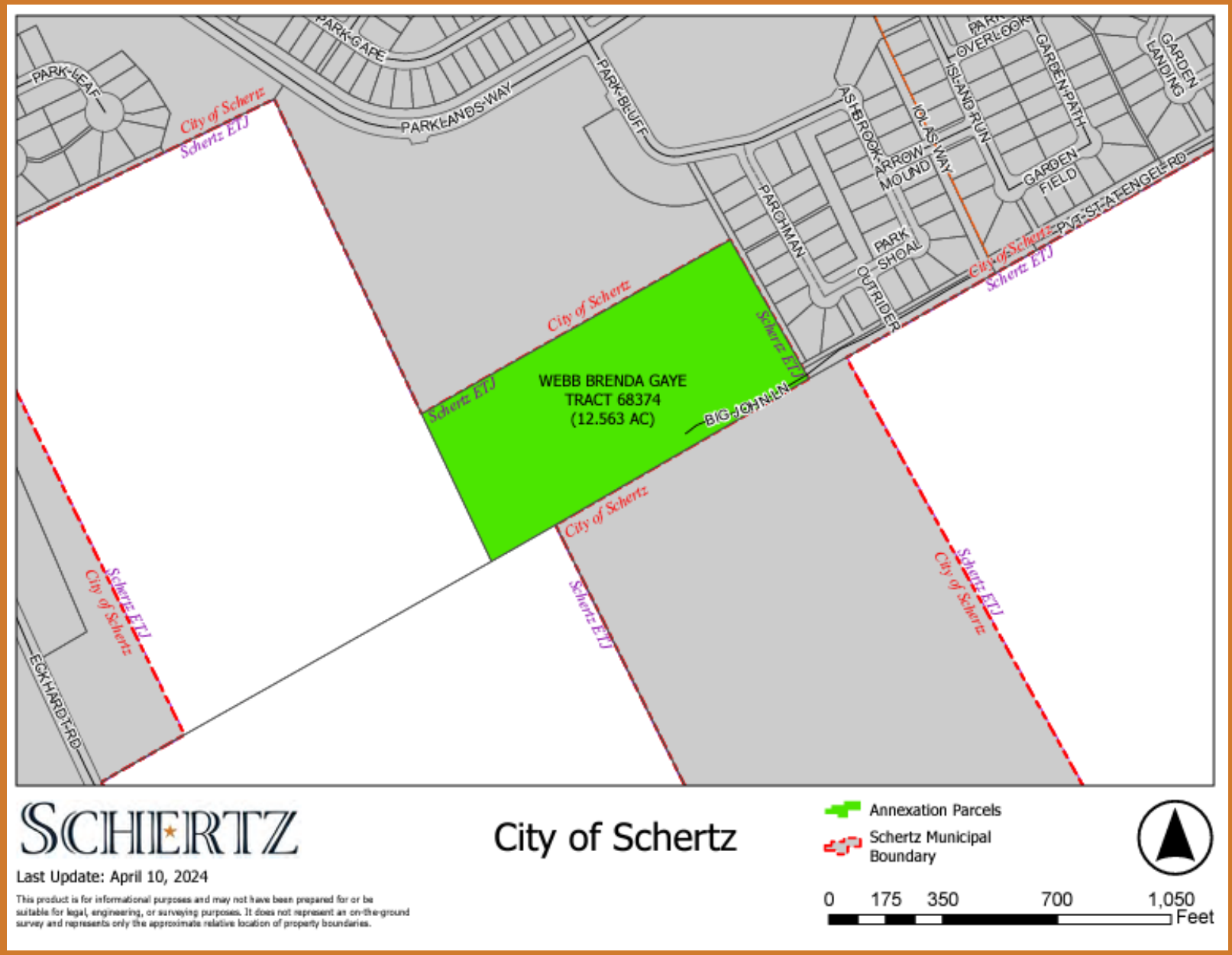
Guadalupe County | Ordinance 24-A-57



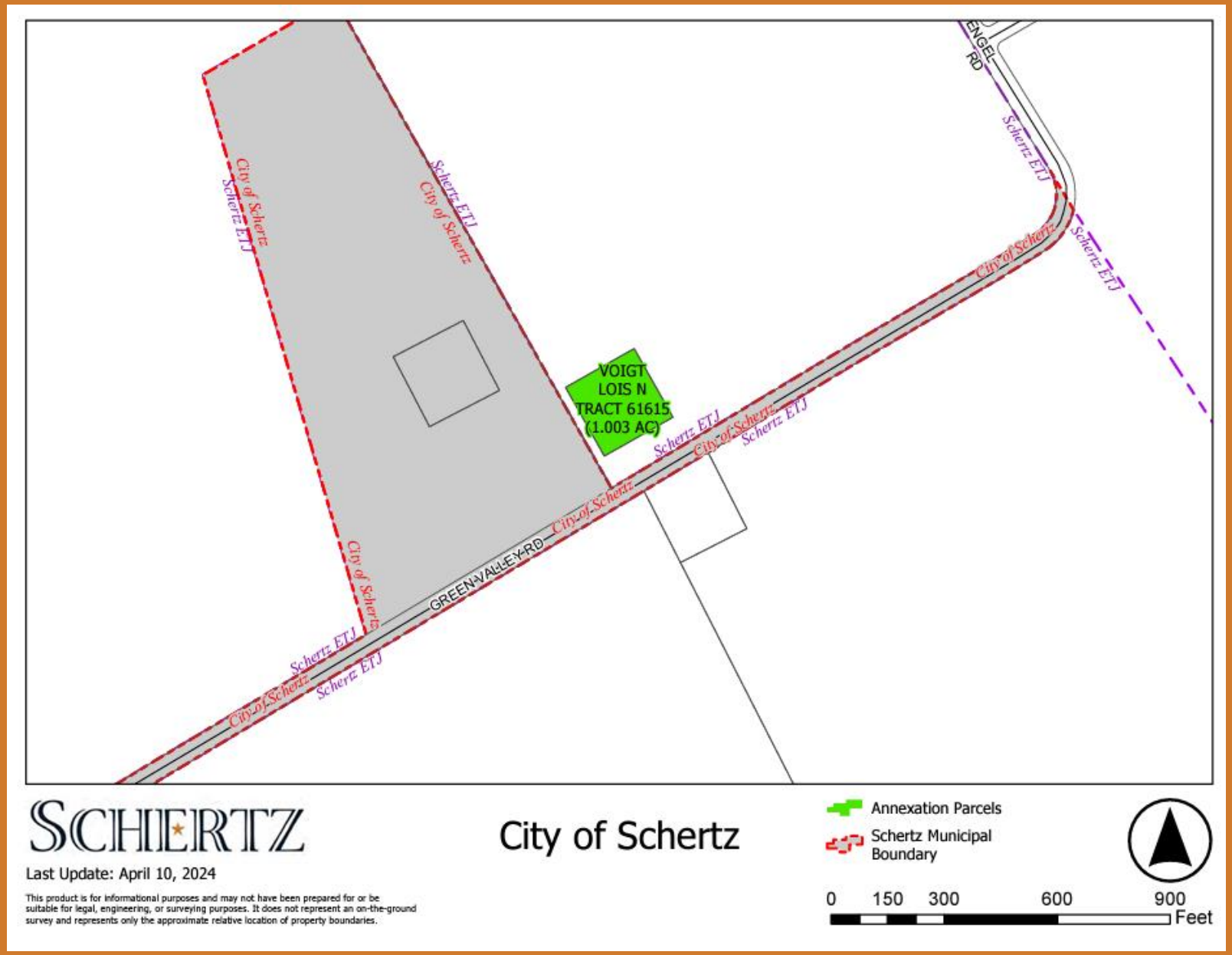
Guadalupe County | Ordinance 24-A-58



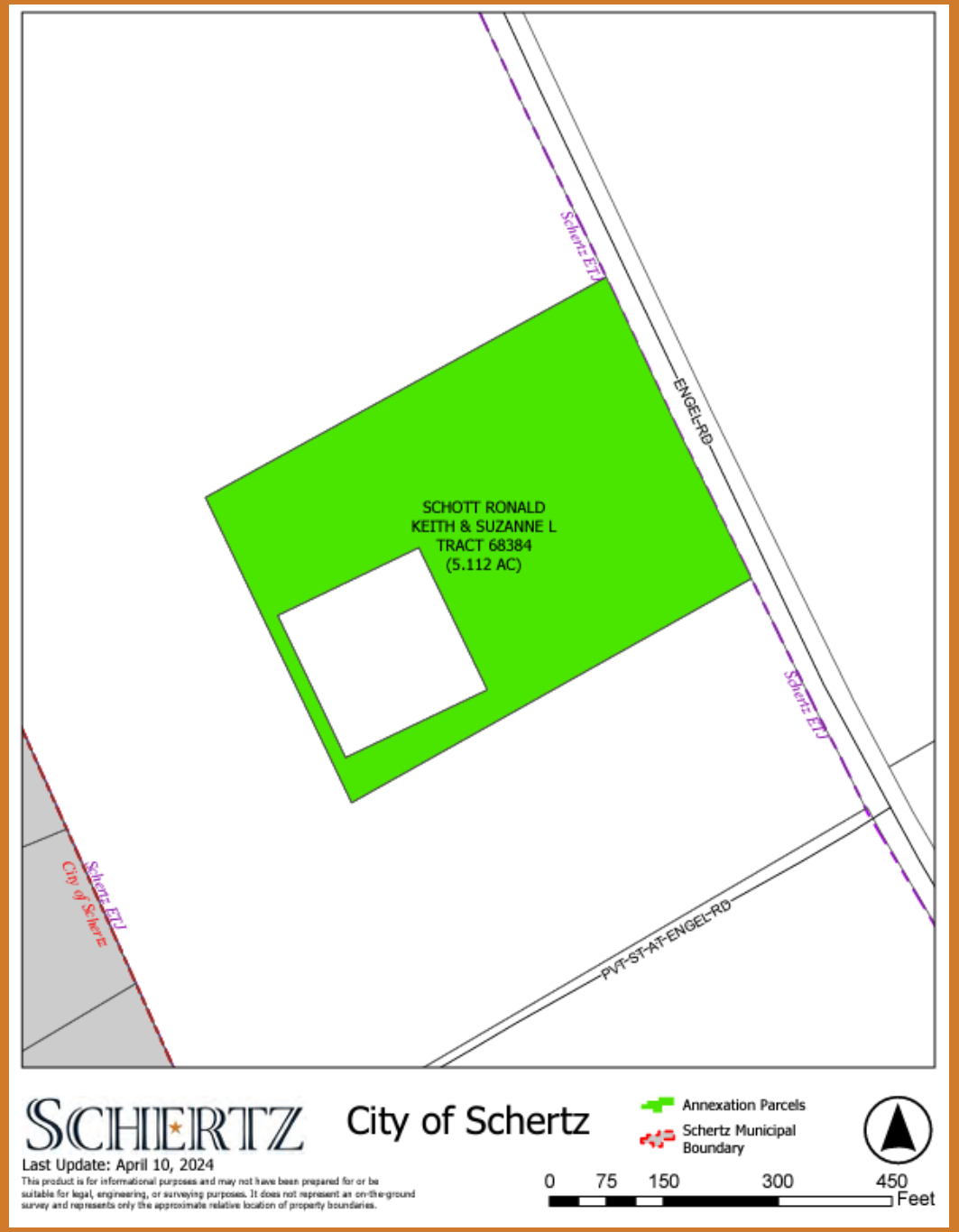
Guadalupe County | Ordinance 24-A-59



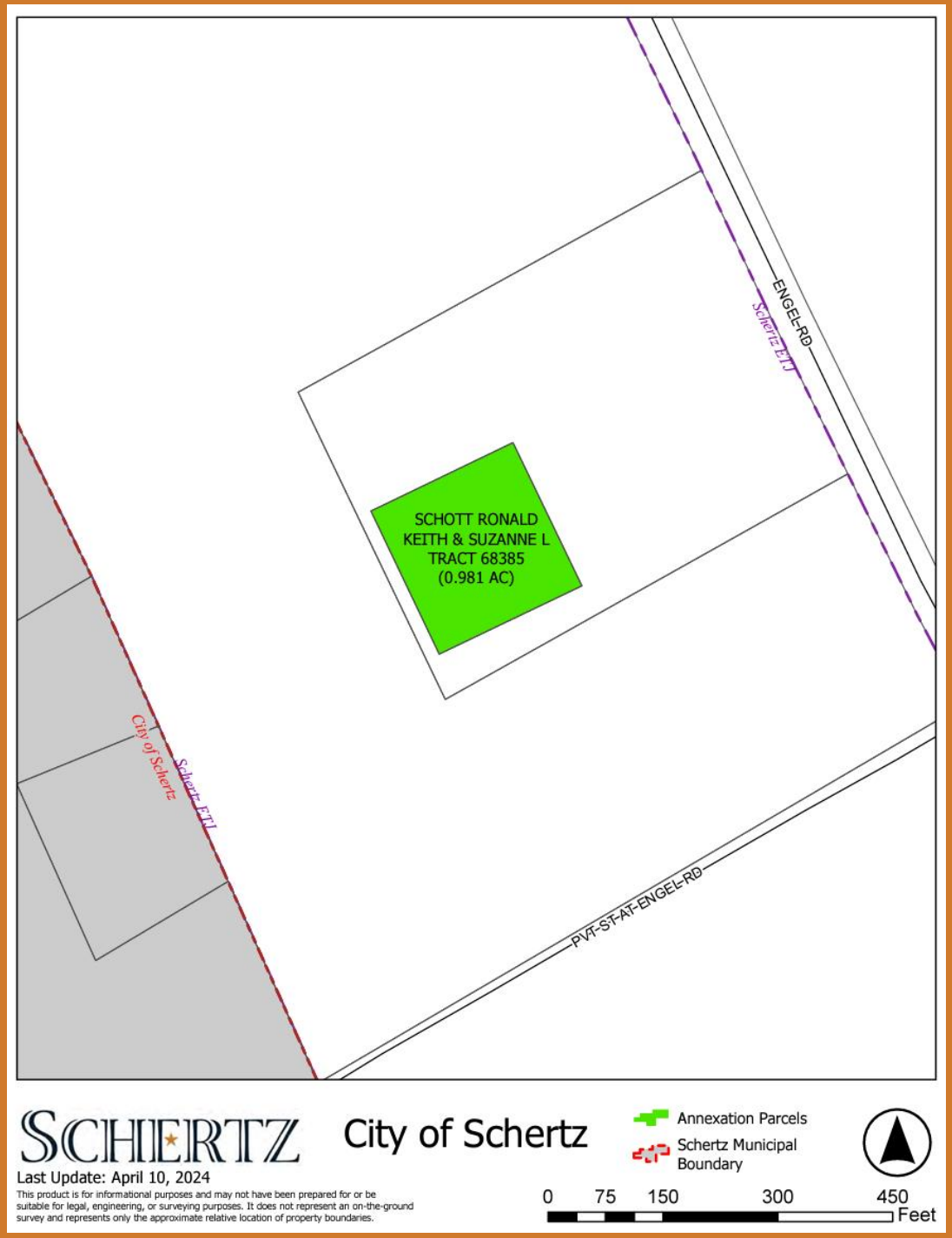
Guadalupe County | Ordinance 24-A-60



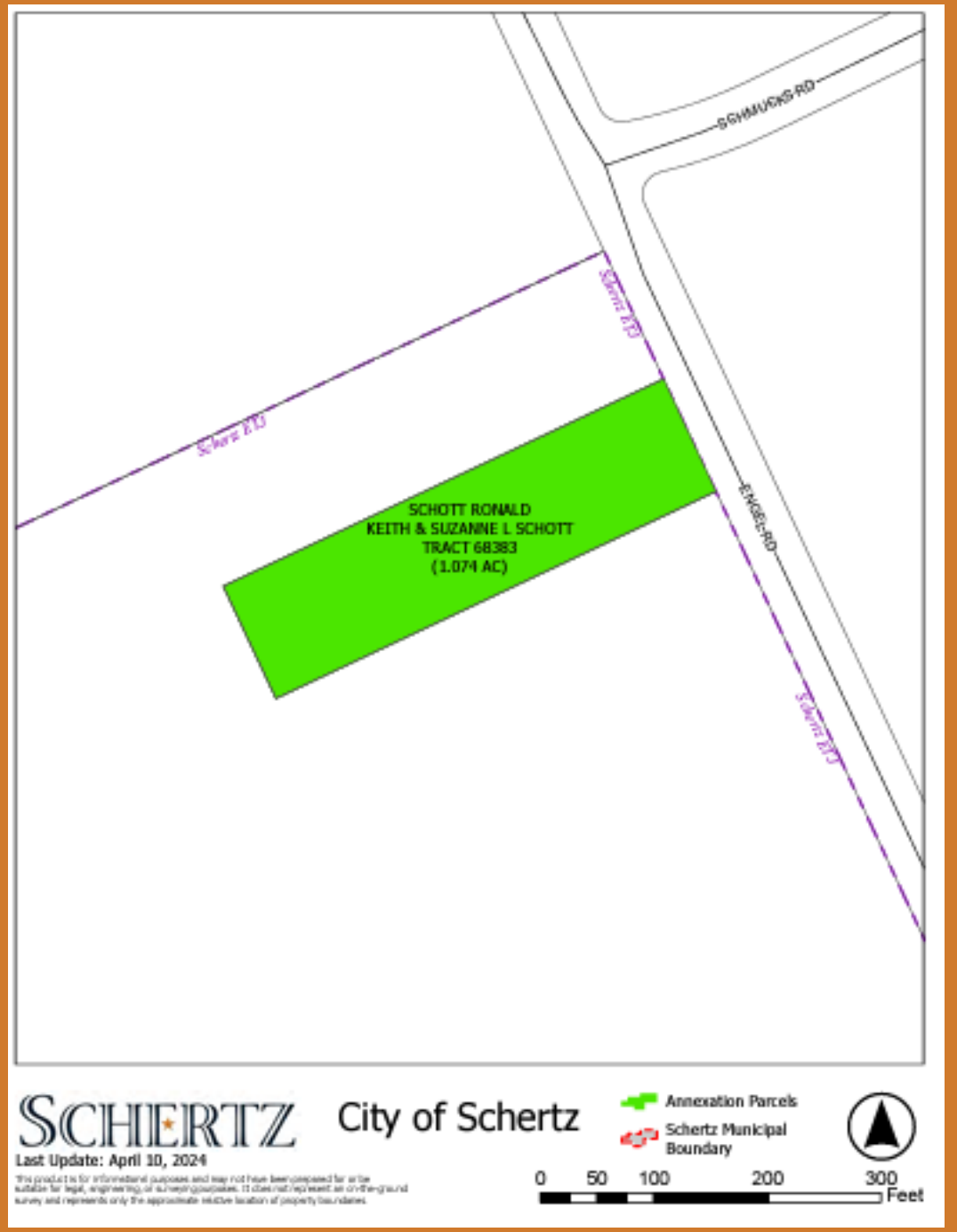
Guadalupe County | Ordinance 24-A-61



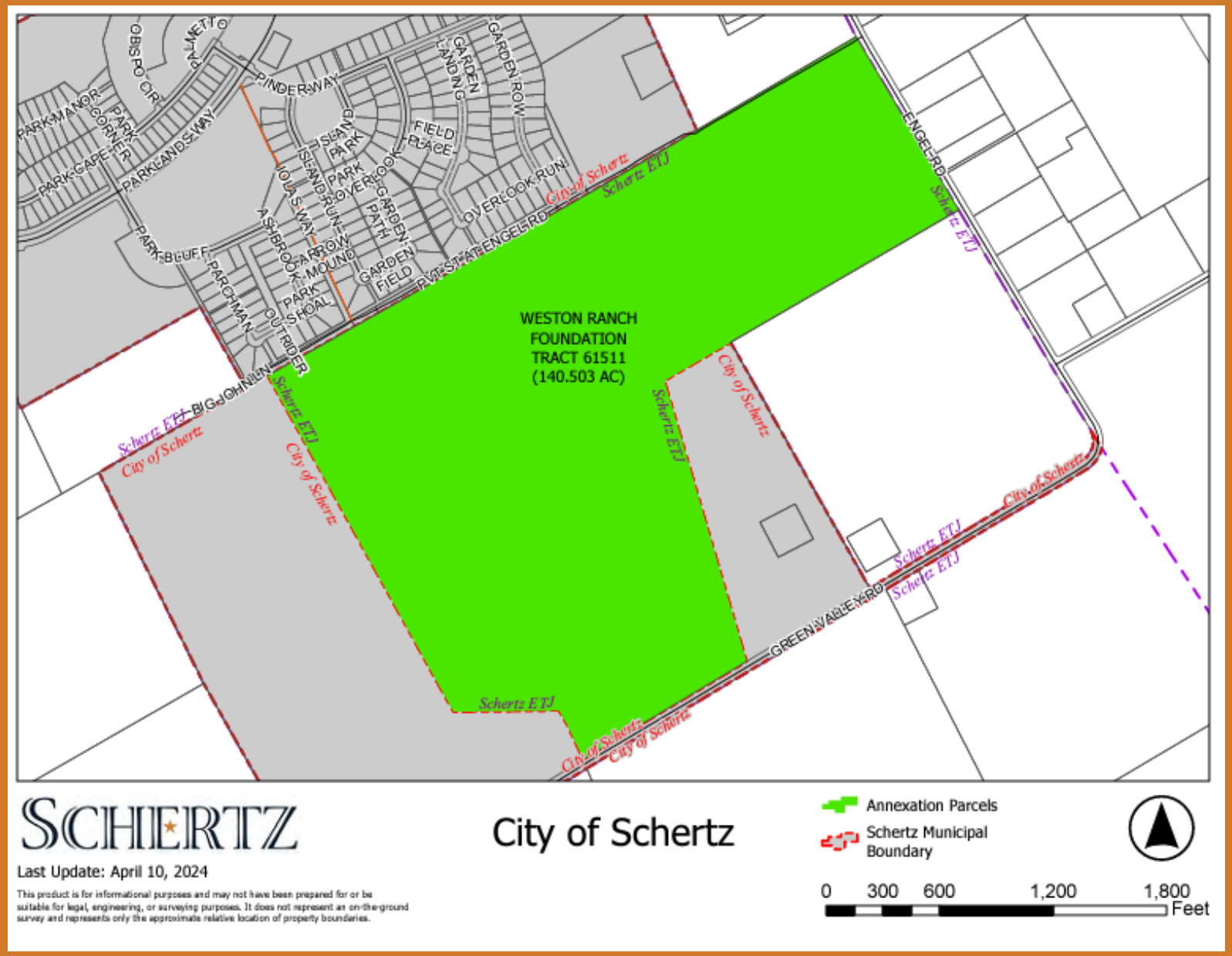
Guadalupe County | Ordinance 24-A-62



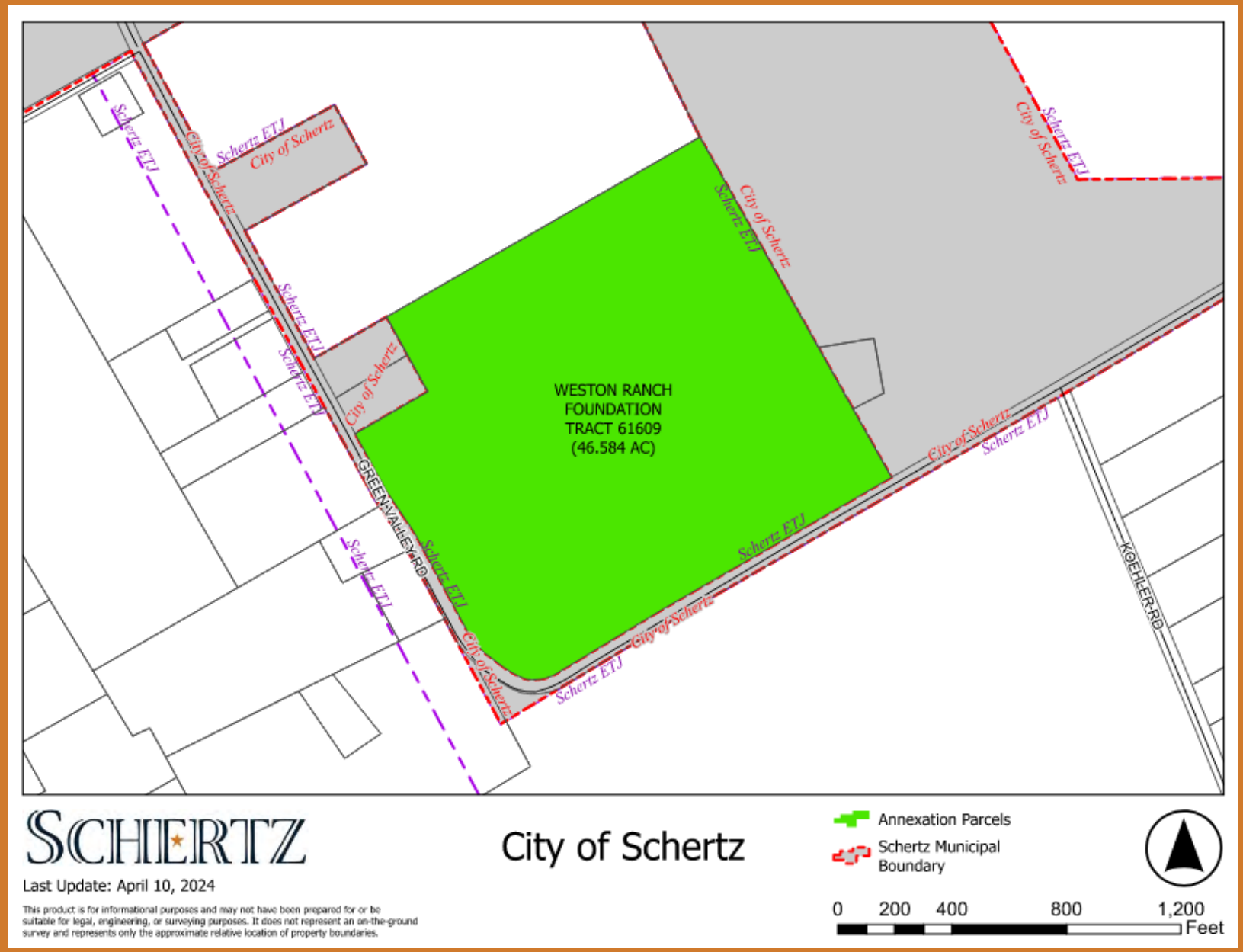
Guadalupe County | Ordinance 24-A-63

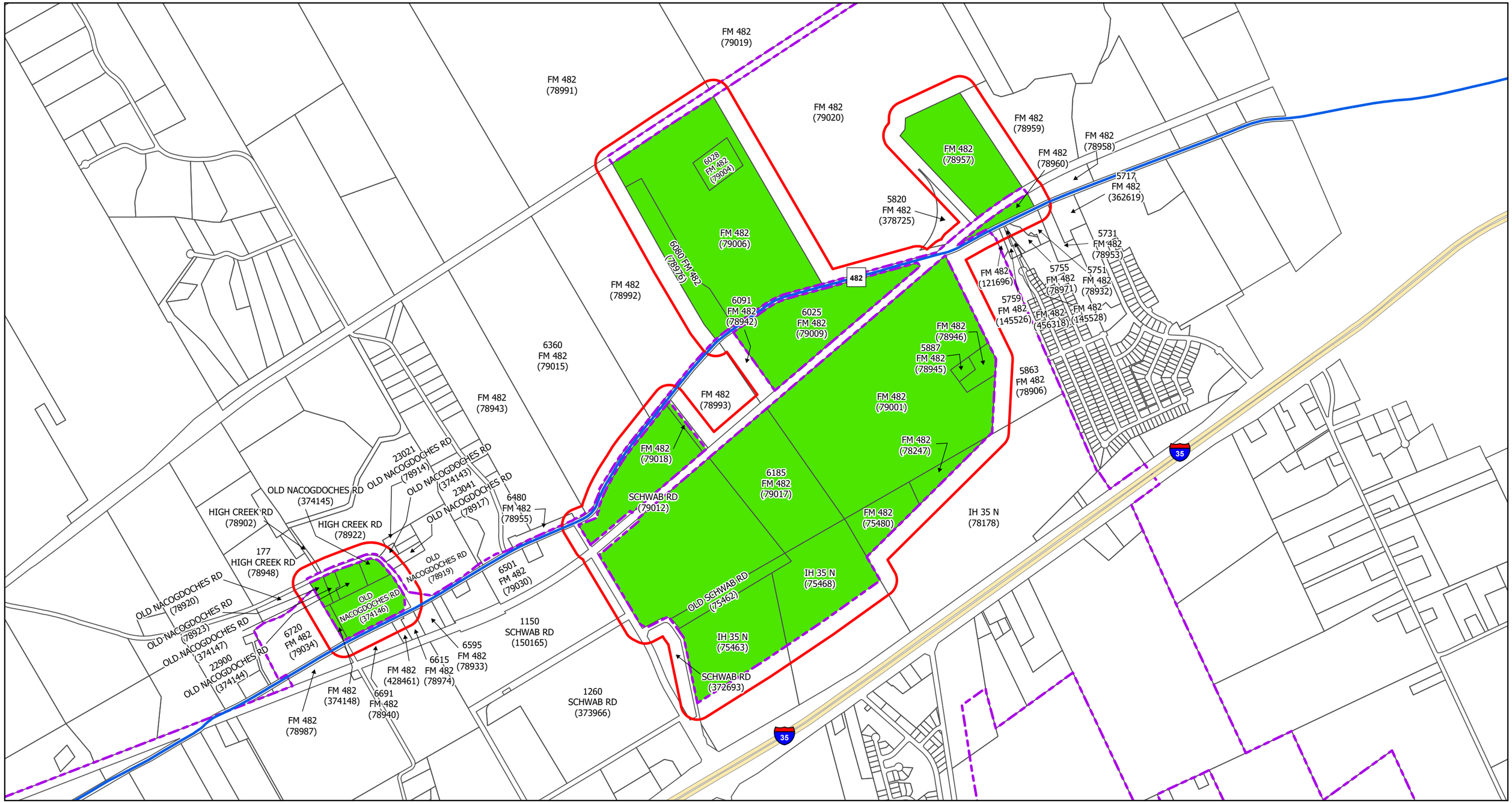


Guadalupe County | Ordinance 24-A-64



Guadalupe County | Ordinance 24-A-65





SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

Last update: April 3, 2024

City of Schertz, GIS Specialist: Bill Gardner, bgardner@schertz.com (210) 619-1185

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City of Schertz

2024 Annexations
Comal County
North of IH 35 N

200' Buffer
Municipal Boundary
Parcels
Annexation Parcels

N
W E
S

0 550 1,100 2,200 3,300 Feet



Key	Property ID	Address
1	168542	4741 PARKLANDS WAY
2	168463	4981 ECKHARDT RD
3	168453	5238 VILLAGE PARK
4	168454	5234 VILLAGE PARK
5	168455	5230 VILLAGE PARK
6	168456	5226 VILLAGE PARK
7	168457	5222 VILLAGE PARK
8	168458	5218 VILLAGE PARK
9	168459	5214 VILLAGE PARK
10	168508	4763 PARKLANDS WAY
11	168486	5205 NATURE PATH
12	168487	5209 NATURE PATH
13	168488	5213 NATURE PATH
14	168489	5217 NATURE PATH
15	168490	5221 NATURE PATH
16	168491	5225 NATURE PATH
17	168492	5229 NATURE PATH
18	168493	5233 NATURE PATH
19	168494	5237 NATURE PATH
20	168495	5241 NATURE PATH
21	168496	5245 NATURE PATH
22	168497	5249 NATURE PATH
23	168498	4801 PARK GLEN
24	168499	4805 PARK GLEN
25	168510	5210 NATURE PATH
26	168511	5216 NATURE PATH
27	168512	5222 NATURE PATH
28	168513	5226 NATURE PATH
29	168514	5230 NATURE PATH
30	168515	5234 NATURE PATH
31	168516	5238 NATURE PATH
32	168517	5242 NATURE PATH
33	185807	4877 PARK GLEN
34	185808	4881 PARK GLEN
35	185809	5150 PARNELL
36	192485	5146 PARNELL
37	185811	5142 PARNELL
38	185812	5138 PARNELL
39	185813	5134 PARNELL
40	185814	5130 PARNELL
41	185815	5126 PARNELL
42	185818	5135 PARNELL
43	185819	5139 PARNELL
44	185820	5143 PARNELL
45	185847	5154 PARNELL
46	168435	4651 ECKHARDT RD
47	168421	4905 ARROW RIDGE
48	168422	4901 ARROW RIDGE
49	168423	4904 ARROW RIDGE
50	168424	4908 ARROW RIDGE
51	168425	4912 ARROW RIDGE
52	185767	4915 VILLAGE PARK
53	185768	4911 VILLAGE PARK
54	185769	4907 VILLAGE PARK
55	185770	4903 VILLAGE PARK
56	185771	4902 VILLAGE PARK
57	185790	4906 VILLAGE PARK
58	185772	4908 VILLAGE PARK
59	185777	4842 PARK LEAF
60	185778	4846 PARK LEAF
61	185779	4850 PARK LEAF
62	185780	4851 PARK LEAF
63	185792	4847 PARK LEAF
64	185781	4843 PARK LEAF
65	185791	4855 PARK LEAF
66	168437	4846 PARKLANDS WAY
67	185872	4871 PARKLANDS WAY
68	185873	4874 PARK CAPE
69	185869	4878 PARK CAPE
70	185870	4882 PARK CAPE
71	185871	4886 PARK CAPE
72	185874	4890 PARK CAPE
73	185897	4900 PARK CAPE
74	185898	4904 PARK CAPE
75	193289	4187 ISLAND RUN
76	193290	5102 GARDEN FIELD
77	193304	5106 GARDEN FIELD
78	193291	5110 GARDEN FIELD
79	193292	5114 GARDEN FIELD
80	193293	5118 GARDEN FIELD
81	193294	5122 GARDEN FIELD
82	193295	5126 GARDEN FIELD
83	193296	4174 GARDEN PATH
84	193305	5208 PARK OVERLOOK

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

Last update: April 3, 2024

City of Schertz, GIS Specialist: Bill Gardner, bgardner@schertz.com (210) 619-1185

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City of Schertz

2024 Annexations
Guadalupe County &
Comal County South of IH 35 N

200' Buffer
Municipal Boundary
Parcels
Annexation Parcels

N
W E
S

0 550 1,100 2,200 3,300 Feet

Agenda No. 9.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**July 16, 2024**
Department:	**Executive Team**
Subject:	**Ordinance 24-A-44- Consider a request for voluntary annexation of approximately 107-acres, known as Comal County Property Identification Number 79001 Comal County, Texas. *Final Reading* (B.James/L.Wood/E.Delgado)**

BACKGROUND

The City Council conducted a public hearing on June 4, 2024 and unanimously approved Ordinance 24-A-44 on first reading. The City Council conducted a public hearing on July 2, 2024 and tabled the item.

Annexation of land into the City's corporate limits may be voluntary or involuntary. The Texas Local Government Code (LGC) provides requirements and outlines the annexation process based on the annexation type. The proposed annexations are voluntary based on the Delayed Annexation Development Agreements that were originally entered into in 2010 and 2011 and the extensions that were offered in 2020 and 2021 thus Chapter 43, Subchapter C-3 of the Texas Local Government Code applies. The City's Unified Development Code (UDC) Section 21.4.8 includes provisions for processing of voluntary annexation requests.

In 2010 and 2011 the City of Schertz entered into Delayed Annexation Development Agreements with property owners based on Texas Local Government Code Section 43.016. Per the agreements that were signed and executed specifically Section 5. Term; Annexation at End of Term stipulates that ten (10) years after the effective date of the agreement the property is to be annexed into the City of Schertz.

In 2020 and 2021 the City of Schertz City Council authorized the City Manager and Staff to offer Development Agreement Extensions based on the nationwide and statewide declaration of public health emergency in relation to COVID -19. In addition, to the Development Agreement Extensions would allow City staff to complete the Comprehensive Land Use Plan update which would be utilized when zoning the annexed properties. These extensions would provide the same rights as previously established in the original agreements but would delay the annexation of the properties to a later date. The prohibition on annexations would be in effect until January 1, 2024, at which time the City of Schertz would begin annexation proceedings and conclude them no later than December 31, 2024.

At this time, the first date identified in the agreement (January 1, 2024) has passed. Additionally, with the approval of Ordinance 24-S-06, the Comprehensive Land Use Plan has officially been adopted and can be utilized for zoning cases moving forward. Per the Development Agreement Extensions, City staff started the annexation and zoning process in accordance with the extensions in the fall of 2023. Resolution 24-R-41 approved by City Council on April 16, 2024 accepted petitions for voluntary annexation of 25 properties, approximately 507-acres within Comal County and 14 properties, approximately 387- acres within Guadalupe County. Ordinance 24-A-44, if approved, would annex Comal County Property Identification Number 79001, which was part of Resolution

24-R-41, into the City of Schertz.

The Planning and Zoning Commission held a public hearing for the associated zoning for the subject property on May 8, 2024. The Planning and Zoning Commission meeting can be viewed on the City's YouTube site.

A public hearing notice was published on May 24, 2024, in the "San Antonio Express" for Ordinance 24-A-44. A public hearing notice was mailed to Comal ISD on May 24, 2024. Additionally, a public hearing notice was posted on the City of Schertz website on May 23, 2024.

Although the original notice encompassed all of the Comal and Guadalupe County parcels proposed for annexations, it has been determined that it is more appropriate for City Council to take action on each individual parcel separately. Comal County Property Identification Number 79001 was included as part of the notice that was published in the San Antonio Express News and posted on the City of Schertz website.

Under Texas Local Government Code Section 43.057, Staff finds that surrounding any area, but not including such area within the City limits through this annexation, is in the public's interest.

GOAL

To continue the voluntary annexation process in accordance with the Delayed Annexation Development Agreements and the Development Agreement Extensions.

COMMUNITY BENEFIT

Promote the safe, orderly, efficient development and ensure compliance with the City's vision of future growth.

SUMMARY OF RECOMMENDED ACTION

Staff recommends approval of Ordinance 24-A-44 for voluntary annexation of approximately 107-acres known as Comal County property identification number 79001.

FISCAL IMPACT

In accordance with Texas Local Government Code (LGC) Chapter 43, the City must provide services to the land on the effective date of the annexation. The subject properties have been proposed to be annexed into the City of Schertz since 2010 and 2011. The Development Agreement Extensions explicitly state that the properties will be annexed into the City of Schertz before December 31, 2024.

RECOMMENDATION

Approval of Ordinance 24-A-44.

The City Council conducted a public hearing on June 4, 2024 and unanimously approved Ordinance 24-A-44 on first reading. The City Council conducted a public hearing on July 2, 2024 and tabled the item.

Attachments

Ordinance 24-A-44

Annexation Presentation
Annexation Map

ORDINANCE NO. 24-A-44

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS PROVIDING FOR THE EXTENSION OF THE BOUNDARY LINES OF THE CITY OF SCHERTZ, TEXAS BY THE ANNEXATION OF APPROXIMATELY 107-ACRES, KNOWN AS COMAL COUNTY PROPERTY IDENTIFICATION NUMBER 79001, COMAL COUNTY, TEXAS.

WHEREAS, the City Council of the City of Schertz (the "City") has determined that it should annex the territory described on Exhibit A attached hereto and made a part hereof (the "Annexed Land"); and

WHEREAS, the Annexed Land is located entirely within the extraterritorial jurisdiction of the City, is contiguous to the corporate boundaries of the City (or is deemed to be contiguous, pursuant to Section 43.016 of the Texas Local Government Code, as amended), and may be annexed pursuant to Chapter 43 of the Texas Local Government Code, as amended; and

WHEREAS, Texas Local Government Code Section 43.0671 authorizes the City of Schertz to extend its City limit boundaries through the voluntary annexation of area adjacent to those boundaries upon petition of a landowner; and

WHEREAS, a public hearing notice was published in the San Antonio Express News on May 24, 2024 for the hearing on June 4, 2024; and

WHEREAS, on April 16, 2024 the City Council considered the request for voluntary annexation, and adopted Resolution 24-R-41 accepting a petition for voluntary annexation; and

WHEREAS, the City Council finds that surrounding any area, but not including such area within the City limits, through this annexation is in the public's interest pursuant to Texas Local Government Code section 43.057; and

WHEREAS, the City Council finds that the Annexed Land is suitable, and it is in the best interest of the City and the citizens and inhabitants thereof that the Annexed Land be annexed to and made a part of the City.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

Section 1. The City hereby annexes the Land described in Exhibit A.

Section 2. The Annexed Land shall be included within the City's corporate limits effective on the effective date of this Ordinance, and all taxable property in the Annexed Land shall hereafter bear its pro rata part of the taxes levied by the City, subject to allowable exemptions.

Section 3. The land and territory more particularly described as that portion of the tract of land described in Exhibit A, attached hereto and incorporated herein by reference shall be part of the City of Schertz, Texas and inhabitants thereof shall be entitled to all of the rights and privileges as citizens and shall be bound by the acts, ordinances, resolutions, and regulations of the City of Schertz, Texas.

Section 4. A service plan outlining the provisions of necessary municipal service to the properties described in Exhibit A is hereby approved and the implementation of said plan is hereby authorized. Such plans are attached hereto and incorporated herein as Exhibit B.

Section 5. The City manager is hereby authorized and directed to take appropriate action to have the official map of the City revised to reflect the additions to the City's Corporate Limits and the City Secretary is hereby authorized and directed to provide appropriate notice to the State of Texas and the County of Guadalupe of this annexation.

Section 6. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 7. All ordinances and codes, or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters resolved herein.

Section 8. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 9. If any provision of this Ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City hereby declares that this Ordinance would have been enacted without such invalid provision.

Section 10. It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 11. This Ordinance shall be effective upon the date of final adoption hereof and any publication required by law.

Section 12. This Ordinance shall be cumulative of all other ordinances of the City of Schertz, and this Ordinance shall not operate to repeal or affect any other ordinances of the City of Schertz except insofar as the provisions thereof might be inconsistent or in

conflict with the provisions of this Ordinance, in which event such conflicting provisions, if any, are hereby repealed.

PASSED ON FIRST READING, the _____day of _____ 2024.

PASSED, APPROVED and ADOPTED ON SECOND READING, the _____day of _____, 2024.

CITY OF SCHERTZ, TEXAS

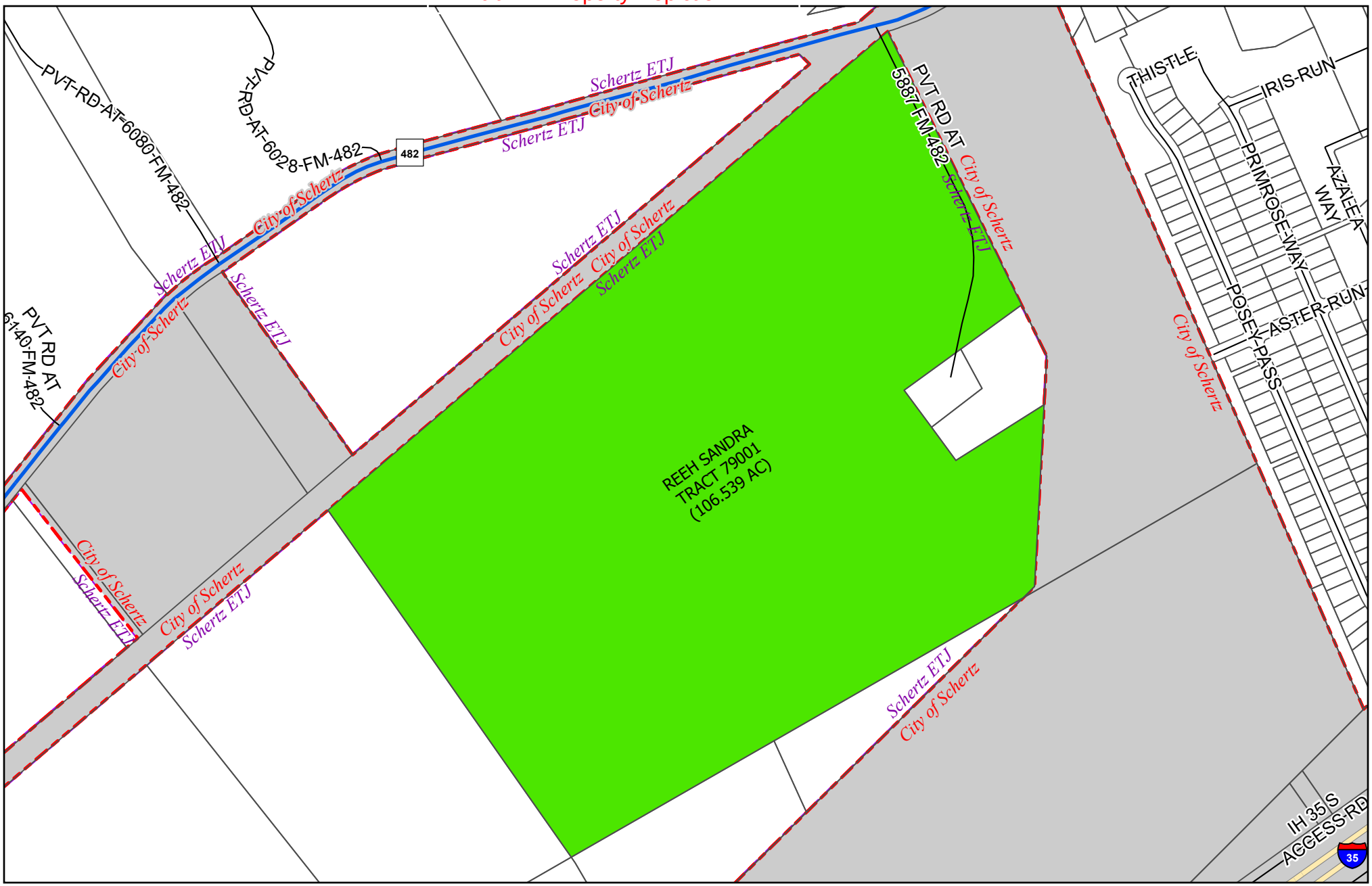
_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheila Edmondson, City Secretary

Exhibit “A”: Property Depiction

Exhibit "A": Property Depiction



SCHERTZ

City of Schertz

Annexation Parcels

Schertz Municipal Boundary

Last Update: April 10, 2024

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

0 250 500 1,000 1,500 Feet

Exhibit “B”: Service Plan

SERVICE PLAN
CITY OF Schertz, TEXAS

SERVICE PLAN FOR ANNEXATION OF
Comal County, Property Id: 79001

Upon annexation of the area identified above and as identified on Exhibit A, the City of Schertz will provide City services utilizing methods by which it extends services to any other equivalent area of the City.

SERVICES PROVIDED BY THE EFFECTIVE DATE OF ANNEXATION

1. **Police Protection**

   The City of Schertz, Texas and its Police Department will provide police protection to newly annexed areas at the same or similar level of service now being provided to other areas of the City with like topography, land use and population density as those found within the newly annexed areas. The Police Department will have the responsibility to respond to all dispatched calls for service or assistance within the newly annexed areas.

2. **Fire Protection and Emergency Medical Services**

   The City of Schertz, Texas will provide fire protection to newly annexed areas at the same or similar level of service now being provided to other areas of the City, with like topography, land use and population density as those found within the newly annexed areas.

   The City of Schertz, Texas will provide EMS services to newly annexed areas at the same or similar level of service now being provided to other areas of the City, with like topography, land use and population density as those found within the newly annexed areas.

3. **Maintenance of Water and Wastewater Facilities**

   All water and wastewater facilities owned or maintained by the City of Schertz at the time of the proposed annexation shall continue to be maintained by the City of Schertz. All water and wastewater facilities which may be acquired subsequent to the annexation of the proposed areas shall be maintained by the City of Schertz to the extent of its ownership. The now existing water and wastewater mains at existing locations shall be available for the point of use extension based upon the City of Schertz standard extension policy now existing or as may be amended. Existing On-site sewerage systems may be maintained in accordance with the County's regulations.

4. **Solid Waste Collection**

   Solid waste collection will be provided to citizens in the newly annexed areas at the same or similar level of service now being provided to other areas of the City with like topography, land use and density as those found within the newly annexed areas. The City may negotiate with annexed areas to allow continued services with an existing solid waste management provider. After the second anniversary of the annexation date, the City will impose fees and provide the service.

   If areas with private roads and/or gates are arranged so that garbage may be collected without creating a safety hazard, the City, at its discretion, may collect the garbage provided proper indemnification is received from the community association or individual property owners. The City will then impose fees and provide the service. Garbage collection locations shall be subject to the approval of the Sanitation Manager. In the event the City does not collect garbage within the areas with private roads and/or gates, residents of these areas will not be billed for service after the two-year date.

5. **Maintenance of Roads and Streets**

Any and all public roads, streets or alleyways shall be maintained to the same degree and extent that other public roads, streets, and alleyways are maintained in areas of the City with like topography, land use and density as those found within the newly annexed areas. Private roads will remain under the ownership of the homeowners association and as such maintained by the association.

6. **Maintenance of Parks, Playgrounds, and Swimming Pools**

The City of Schertz, Texas is not aware of the existence of any publicly owned parks, playgrounds or swimming pools now located in the proposed areas of annexation. In the event any such parks, playgrounds, or swimming pools do exist and are public facilities, the City will maintain such areas and facilities to the extent and degree and to the same or similar level of service now being provided to other such areas and facilities within the corporate limits of the City with like topography, land use and density as those found within the newly annexed areas. Private facilities will remain under the ownership of the homeowners association and as such maintained by the association.

7. **Maintenance of any Publicly owned Facility, Building or Municipal Service**

The City of Schertz, Texas is not aware of the existence of any publicly owned facility, building, or other municipal service now located in the proposed areas of annexation. In the event any publicly owned facility, building, or other municipal service does exist and are public facilities, the City will maintain such areas and facilities to the extent and degree and to the same or similar level of service now being provided to other such areas and facilities within the corporate limits of the City with like topography, land use and density as those found within the newly annexed areas.

8. **Other Services**

The City of Schertz, Texas finds and determines that such services as planning, code enforcement, animal control, library, parks and recreation, court and general administration will be made available after the effective date of annexation at the same or similar level of service now being provided to other areas of the City with similar topography, land use and density as those found within the newly annexed areas.

CONSTRUCTION OF ANY CAPITAL IMPROVEMENTS TO BE COMPLETED WITHIN 2 ½ YEARS

1. **Police and Fire Protection and Solid Waste Collection**

The City of Schertz, Texas, finds and determines it is not necessary to acquire or construct any capital improvements within 2 ½ years of the effective date of the annexation of the particular annexed areas for the purpose of providing police protection, fire protection, emergency medical services or solid waste collection. The City finds and determines that it has at the present time adequate facilities and other resources to provide the same type, kind and level of service and protection which is presently being administered to other areas already incorporated in the City of Schertz, Texas with like topography, land use and population density as those found within the newly annexed areas.

2. **Water and Wastewater Facilities**

For the next 2 ½ years, the City of Schertz, Texas finds and determines that there is water and wastewater services available to the annexed areas pursuant to the City of Schertz extension policies.

3. **Roads and Streets**

The City of Schertz, Texas, finds and determines it is not necessary to acquire or construct any capital improvements within 2 ½ years of the effective date of the annexation of the particular annexed areas.

4. **Maintenance of Parks, Playgrounds, and Swimming Pools and Any Other Publicly Owned Facility, Building, or Service**

The City of Schertz, Texas, finds and determines it is not necessary to acquire or construct any capital improvements within 2 ½ years of the effective date of the annexation of the particular annexed areas for the purpose of parks maintenance, playgrounds, swimming pools and other publicly owned facility, building or service.

SPECIFIC FINDINGS

The City of Schertz, Texas, finds and determines that this proposed service plan will not provide any fewer services and will not provide a lower level of service in the areas being considered for annexation that were in existence in the proposed areas at the time immediately preceding the annexation process. Given the proposed annexation areas' topography, land utilization and population density, the service levels to be provided in the newly annexed areas will be equivalent to those provided to other areas of the City with similar characteristics.

TERMS

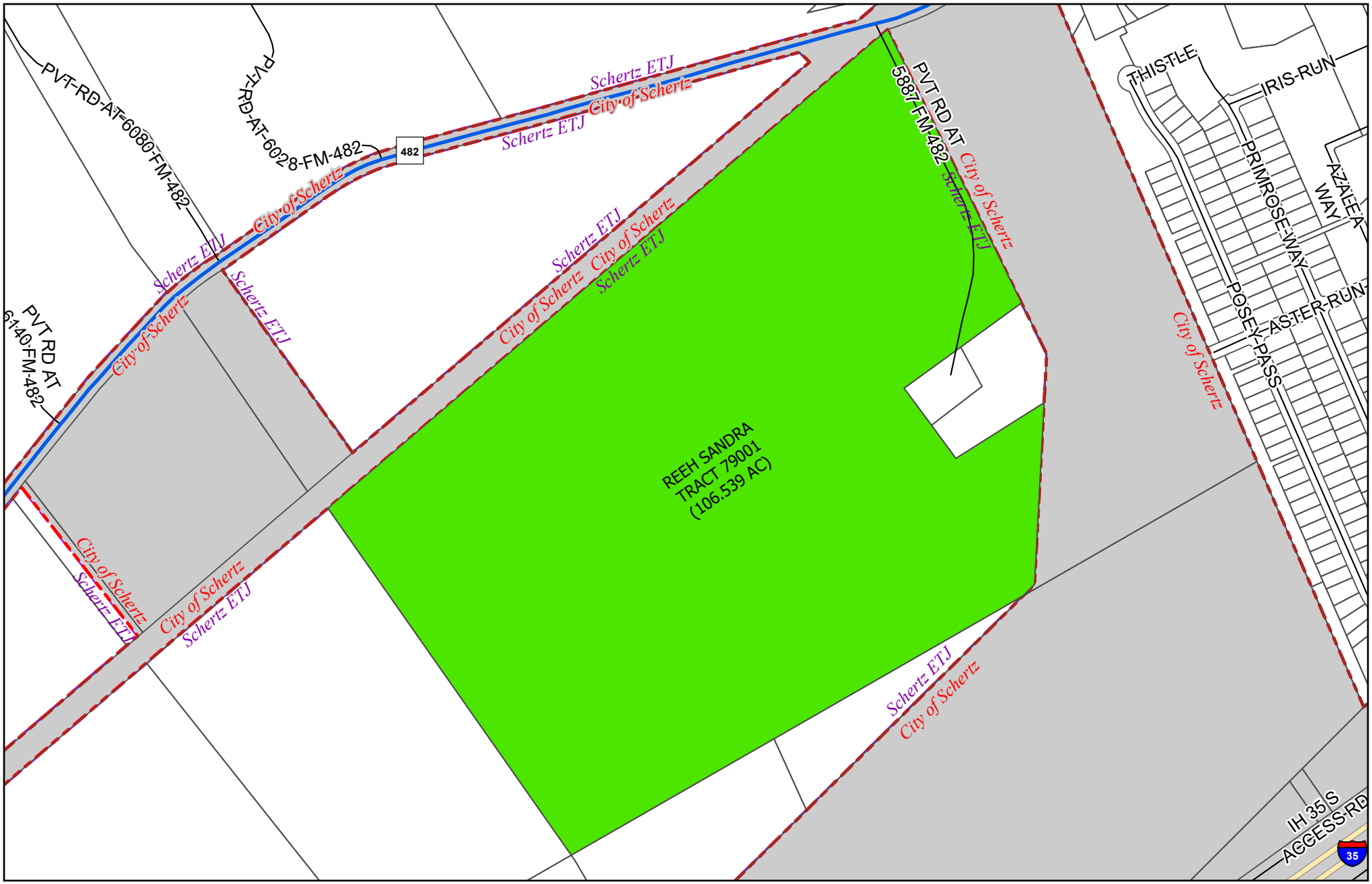
This plan shall be valid for a term of ten (10) years. Renewal of the Service Plan is at the discretion of the City of Schertz.

LEVEL OF SERVICE

Nothing in this plan shall require the City to provide a uniform level of full municipal services to each area of the City, including the annexed areas, if different characteristics of topography, land use, and population density are considered a sufficient basis for providing different levels of service.

AMENDMENTS

The plan shall not be amended unless public hearings are held in accordance with Chapter 43 of the Texas Local Government Code.



SCHERTZ

City of Schertz

Annexation Parcels

Schertz Municipal Boundary

Last Update: April 10, 2024

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0 250 500 1,000 1,500 Feet

Annexations-

Comal County and Guadalupe County

EMILY DELGADO| PLANNING MANAGER

SCHERTZ
COMMUNITY. SERVICE. OPPORTUNITY.

Background

Annexation of land into the City's corporate limits may be voluntary or involuntary. The Texas Local Government Code (LGC) provides requirements and outlines the annexation process based on the annexation type. The proposed annexations are voluntary based on the Delayed Annexation Development Agreements that were originally entered into in 2010 and 2011 and the extensions that were offered in 2020 and 2021 thus Chapter 43, Subchapter C-3 of the Texas Local Government Code applies. The City's Unified Development Code (UDC) Section 21.4.8 includes provisions for processing of voluntary annexation requests.

In 2010 and 2011 the City of Schertz entered into Delayed Annexation Development Agreements with property owners based on Texas Local Government Code Section 43.016. Per the agreements that were signed and executed specifically Section 5. Term; Annexation at End of Term stipulates that ten (10) years after the effective date of the agreement the property is to be annexed into the City of Schertz.

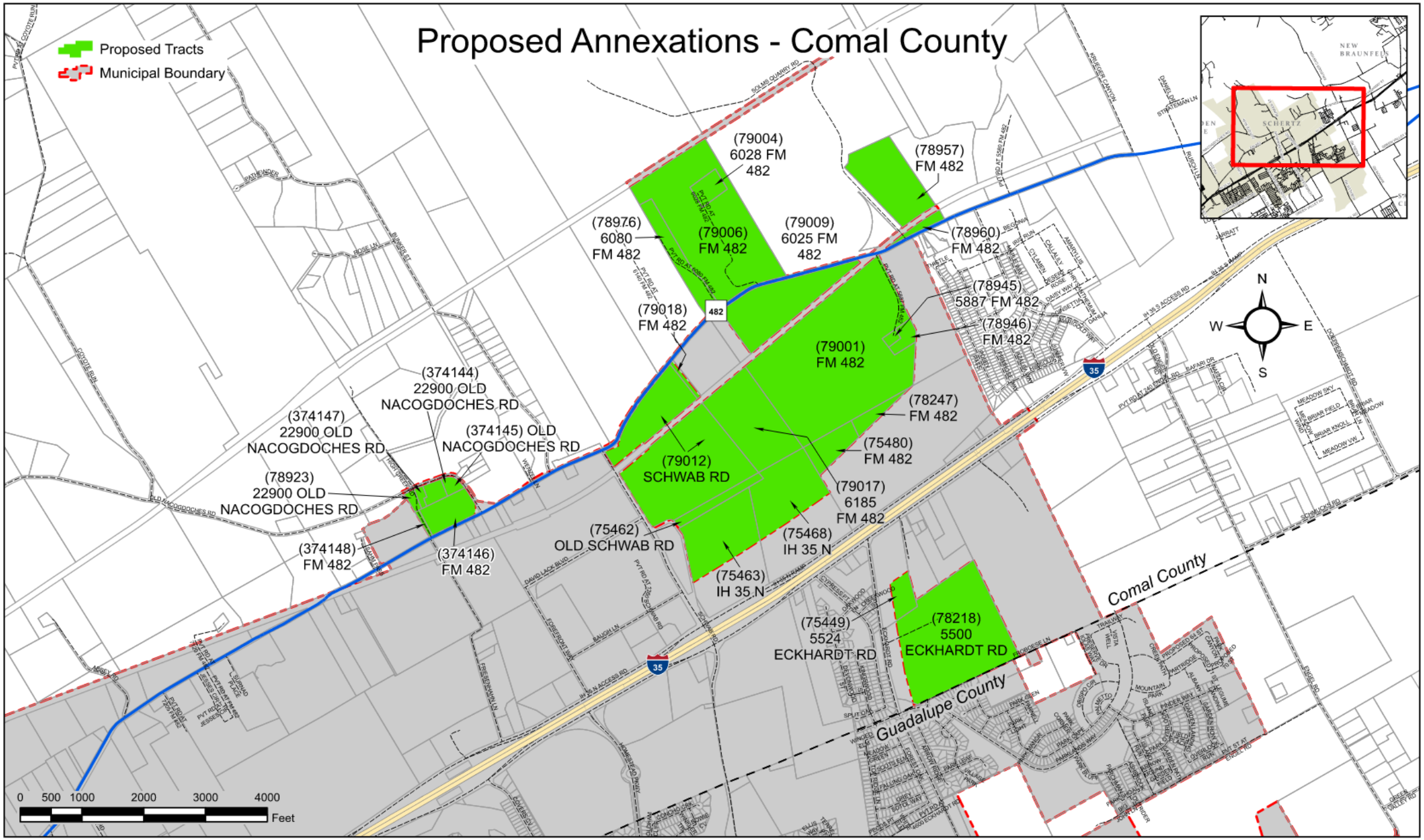
SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

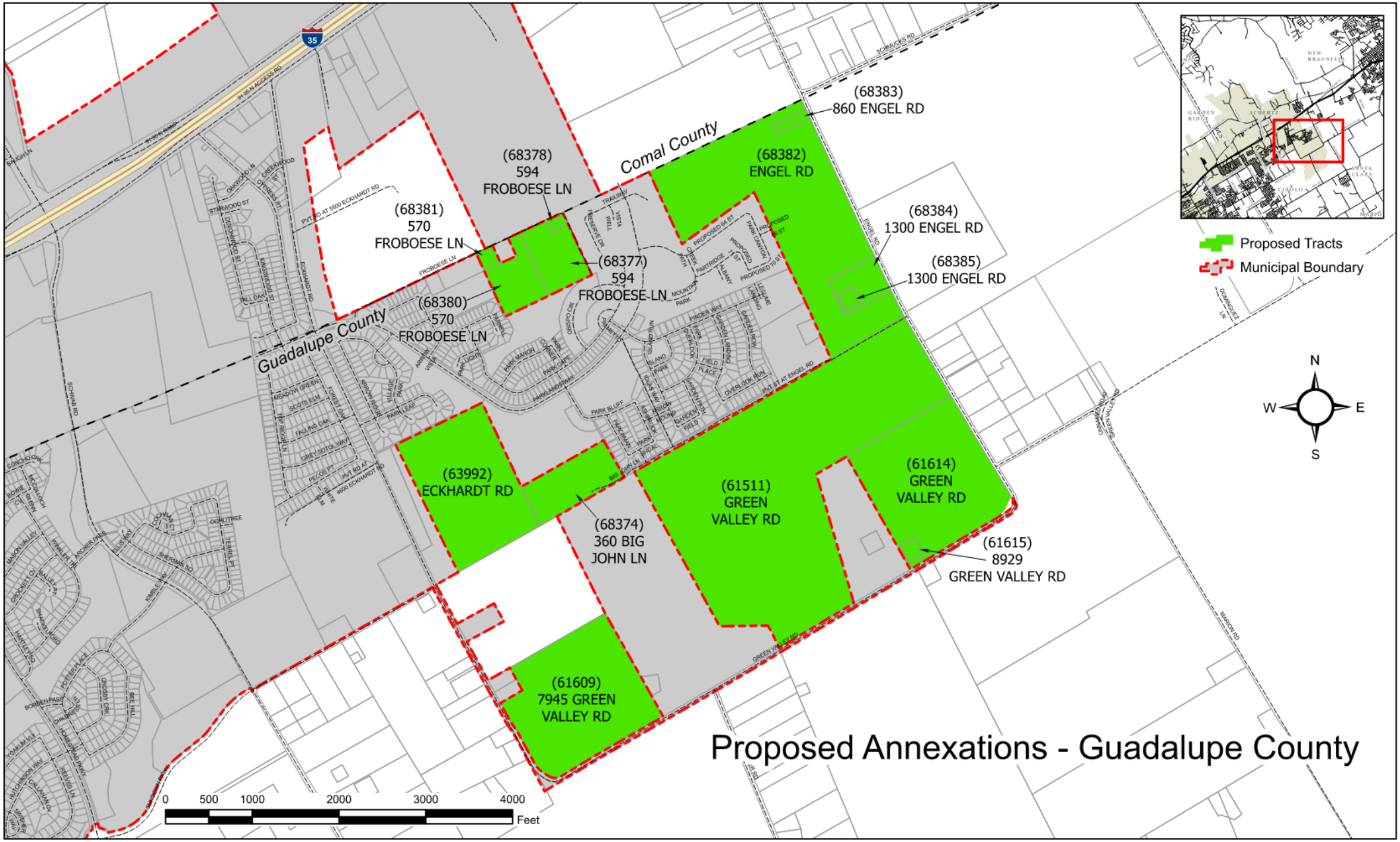
Background Continued

- In 2020 and 2021 the City of Schertz City Council authorized the City Manager and Staff to offer Development Agreement Extensions based on the nationwide and statewide declaration of public health emergency in relation to COVID -19. In addition, the Development Agreement Extensions would allow City staff to complete the Comprehensive Land Use Plan update which would be utilized when zoning the annexed properties. These extensions would provide the same rights as previously established in the original agreements but would delay the annexation of the properties to a later date. The prohibition on annexations would be in effect until January 1, 2024, at which time the City of Schertz would begin annexation proceedings and conclude them no later than December 31, 2024.
- At this time, the first date identified in the agreement (January 1, 2024) has passed. Additionally, with the approval of Ordinance 24-S-06, the Comprehensive Land Use Plan has officially been adopted and can be utilized for zoning cases moving forward. Per the Development Agreement Extensions, City staff started the annexation and zoning process in accordance with the extensions in the fall of 2023. Resolution 24-R-41 approved by City Council on April 16, 2024 accepted petitions for voluntary annexation of 25 properties, approximately 507-acres within Comal County and 14 properties, approximately 387- acres within Guadalupe County. The following Ordinances 24-A-27 through 24-A-65 if approved, would annex 25 properties within Comal County and 14 properties within Guadalupe County.
- The Planning and Zoning Commission held a public hearing for the associated zoning for the subject properties on May 8, 2024. The Planning and Zoning Commission meeting can be viewed on the City's YouTube site.

Background Continued

- A public hearing notice was published on May 24, 2024, in the "San Antonio Express" the annexation of properties in Comal and Guadalupe County. A public hearing notice was mailed to Comal ISD on May 24, 2024. Additionally, a public hearing notice was posted on the City of Schertz website on May 23, 2024.
- Although the original notice encompassed all of the Comal and Guadalupe County parcels proposed for annexations, it has been determined that it is more appropriate for City Council to take action on each individual parcel separately. This is why each individual parcel was listed separately on the City Council agenda and each will have its own public hearing and action.
- Under Texas Local Government Code Section 43.057, Staff finds that surrounding any area, but not including such area within the City limits through this annexation, is in the public's interest.


Proposed Annexations - Comal County
Proposed Tracts
Municipal Boundary
(79004)
6028 FM
482
(78957)
FM 482
(78976)
6080
FM 482
(79006)
FM 482
(79009)
6025 FM
482
(78960)
FM 482
(78945)
5887 FM 482
(78946)
FM 482
(79018)
FM 482
482
(79001)
FM 482
(374144)
22900 OLD
NACOGDOCHES RD
(374147)
22900 OLD
NACOGDOCHES RD
(374145) OLD
NACOGDOCHES RD
(78247)
FM 482
(79012)
SCHWAB RD
(75480)
FM 482
(78923)
22900 OLD
NACOGDOCHES RD
(79017)
6185
FM 482
(75462)
OLD SCHWAB RD
(75468)
IH 35 N
(374148)
FM 482
(374146)
FM 482
(75463)
IH 35 N
(75449)
5524
ECKHARDT RD
(78218)
5500
ECKHARDT RD
Comal County
Guadalupe County
N
W
E
S
35
0 500 1000 2000 3000 4000
Feet


(68383)
860 ENGEL RD
(68382)
ENGEL RD
(68384)
1300 ENGEL RD
(68385)
1300 ENGEL RD
(68378)
594
FROBOESE LN
(68381)
570
FROBOESE LN
(68377)
594
FROBOESE LN
(68380)
570
FROBOESE LN
Comal County
Guadalupe County
(63992)
ECKHARDT RD
(68374)
360 BIG
JOHN LN
(61511)
GREEN
VALLEY RD
(61614)
GREEN
VALLEY RD
(61615)
8929
GREEN VALLEY RD
(61609)
7945 GREEN
VALLEY RD
Proposed Tracts
Municipal Boundary
N
W
E
S
0
500
1000
2000
3000
4000
Feet
Proposed Annexations - Guadalupe County

Recommendation

Staff recommends approval of Ordinance 24-A-27 through Ordinance 24-A-65, for voluntary annexation of approximately 529-acres within Comal County and approximately 477- acres within Guadalupe County.

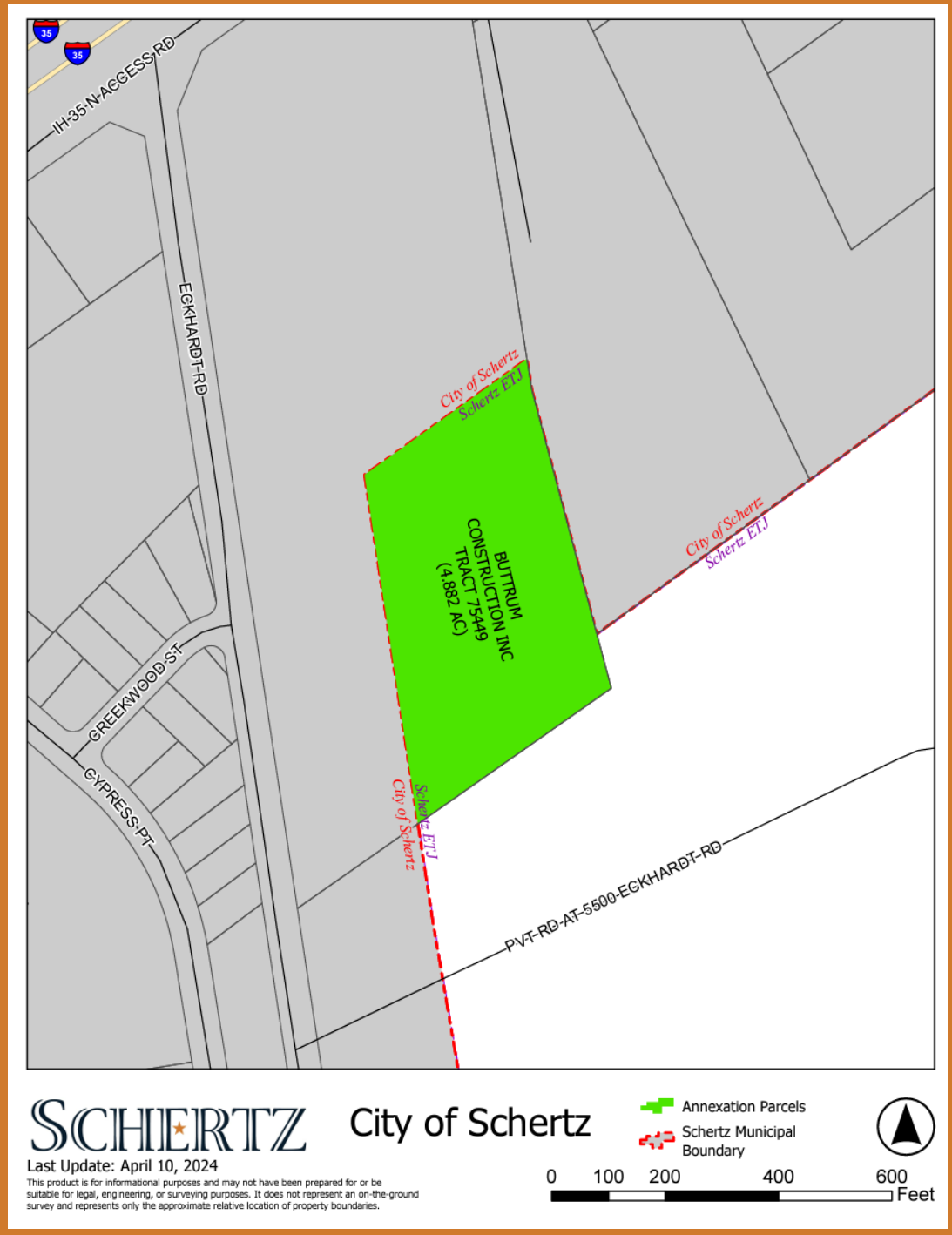
City Council

- City Council conducted individual public hearings on Ordinances 24-A-27 through Ordinance 24-A-65 on June 4, 2024.
- City Council unanimously approved each ordinance, Ordinances 24-A-27 through 24-A-65, at the June 4, 2024 City Council meeting, which can be viewed on YouTube.

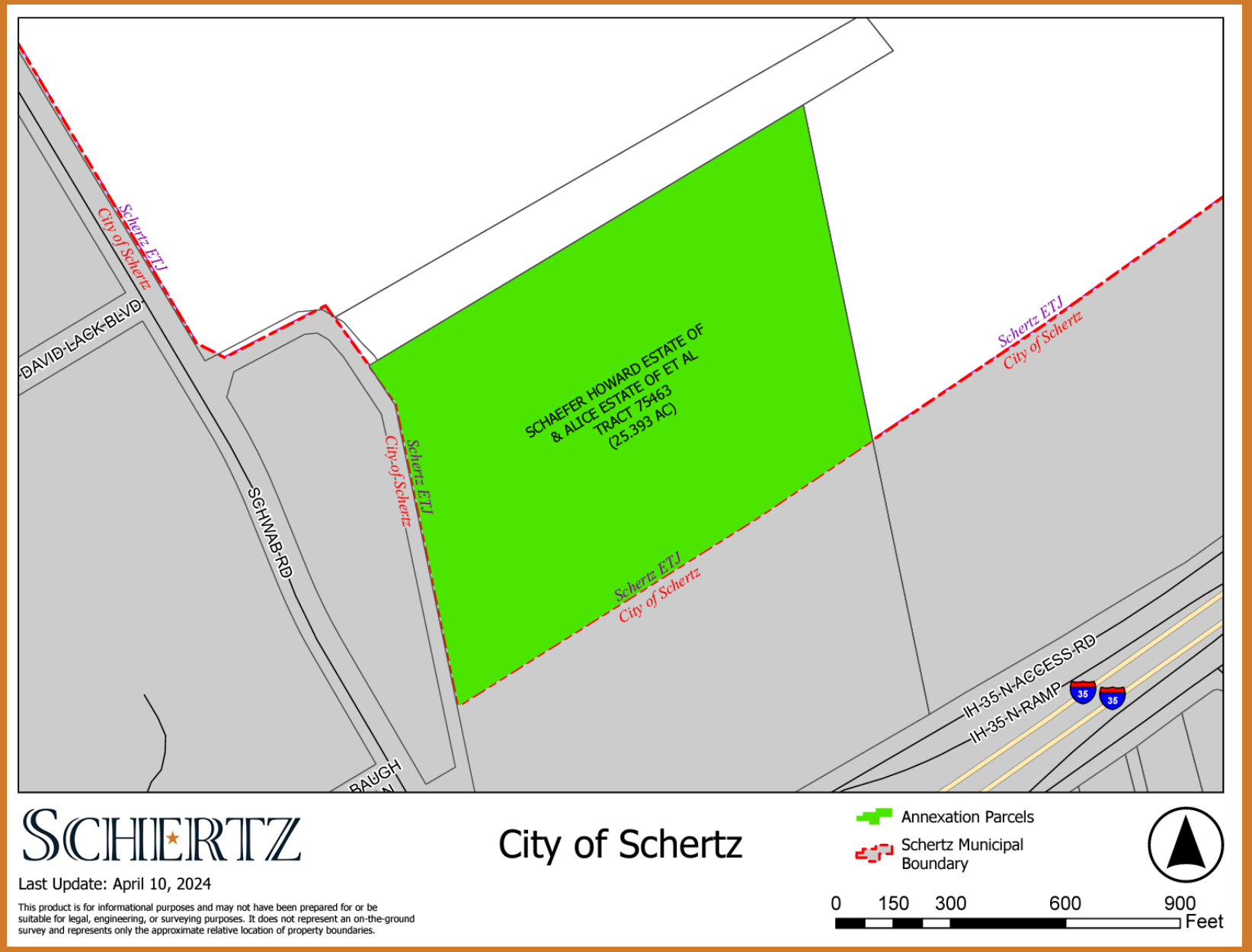
COMMENTS AND QUESTIONS

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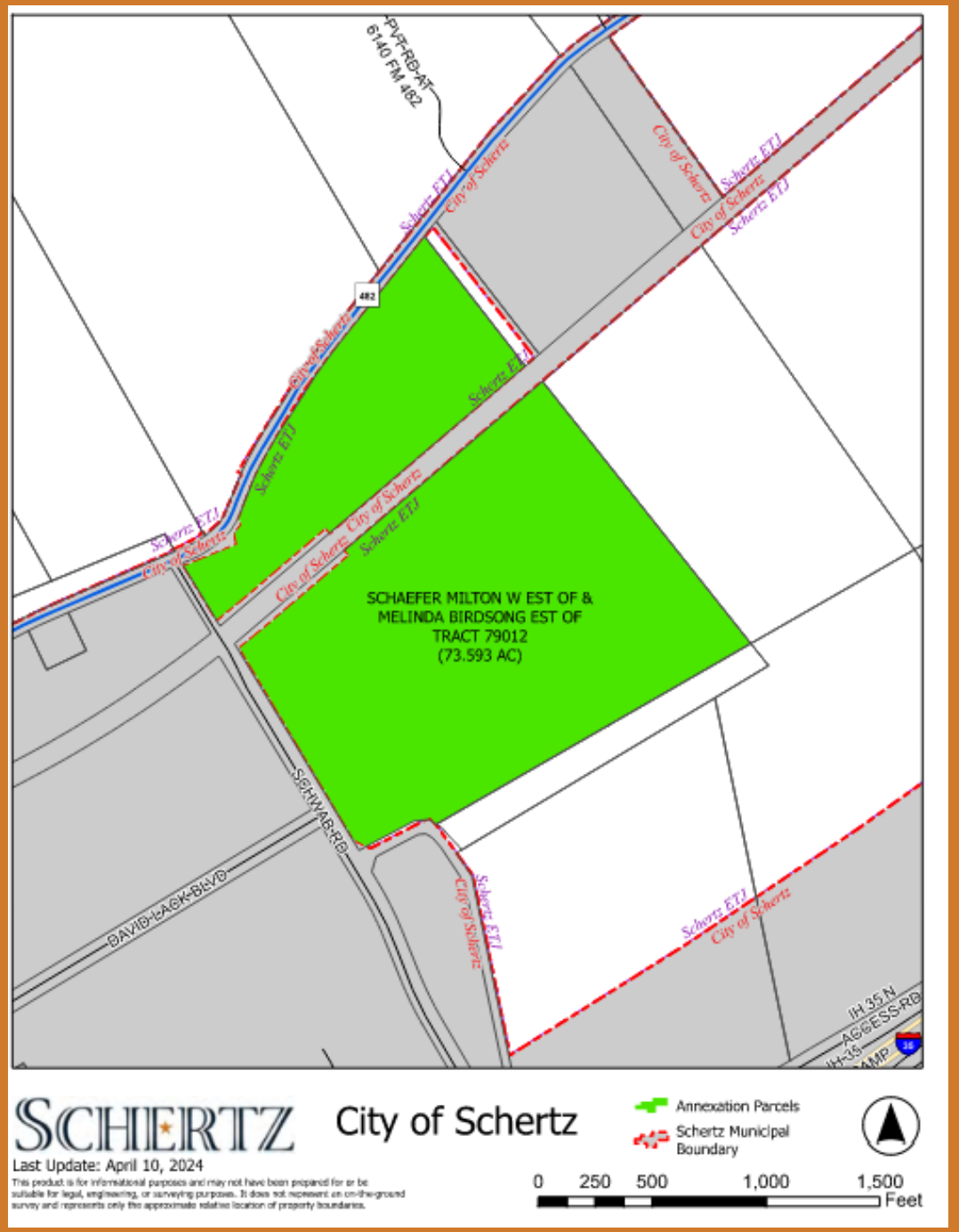
Comal County | Ordinance 24-A-27



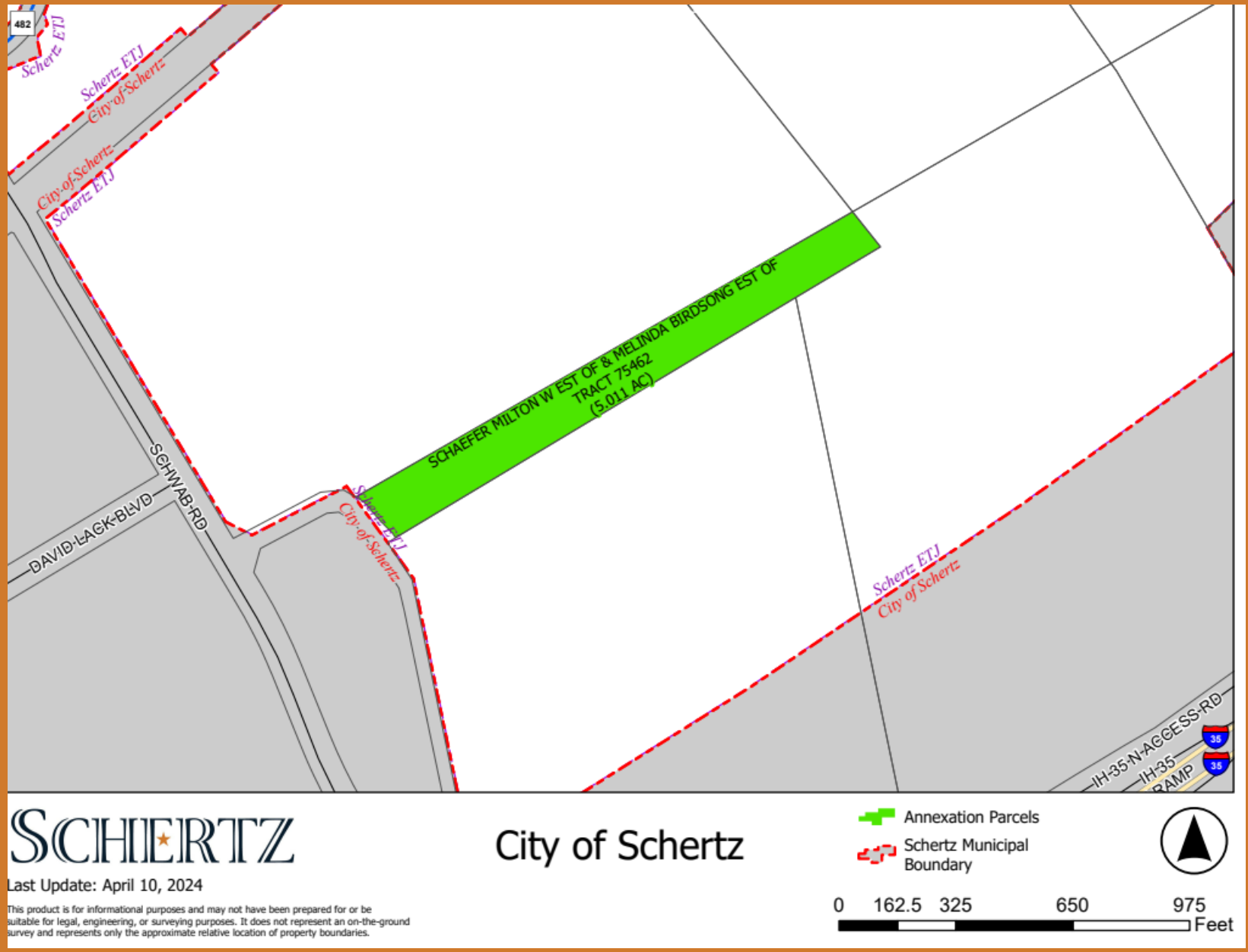
Comal County | Ordinance 24-A-28



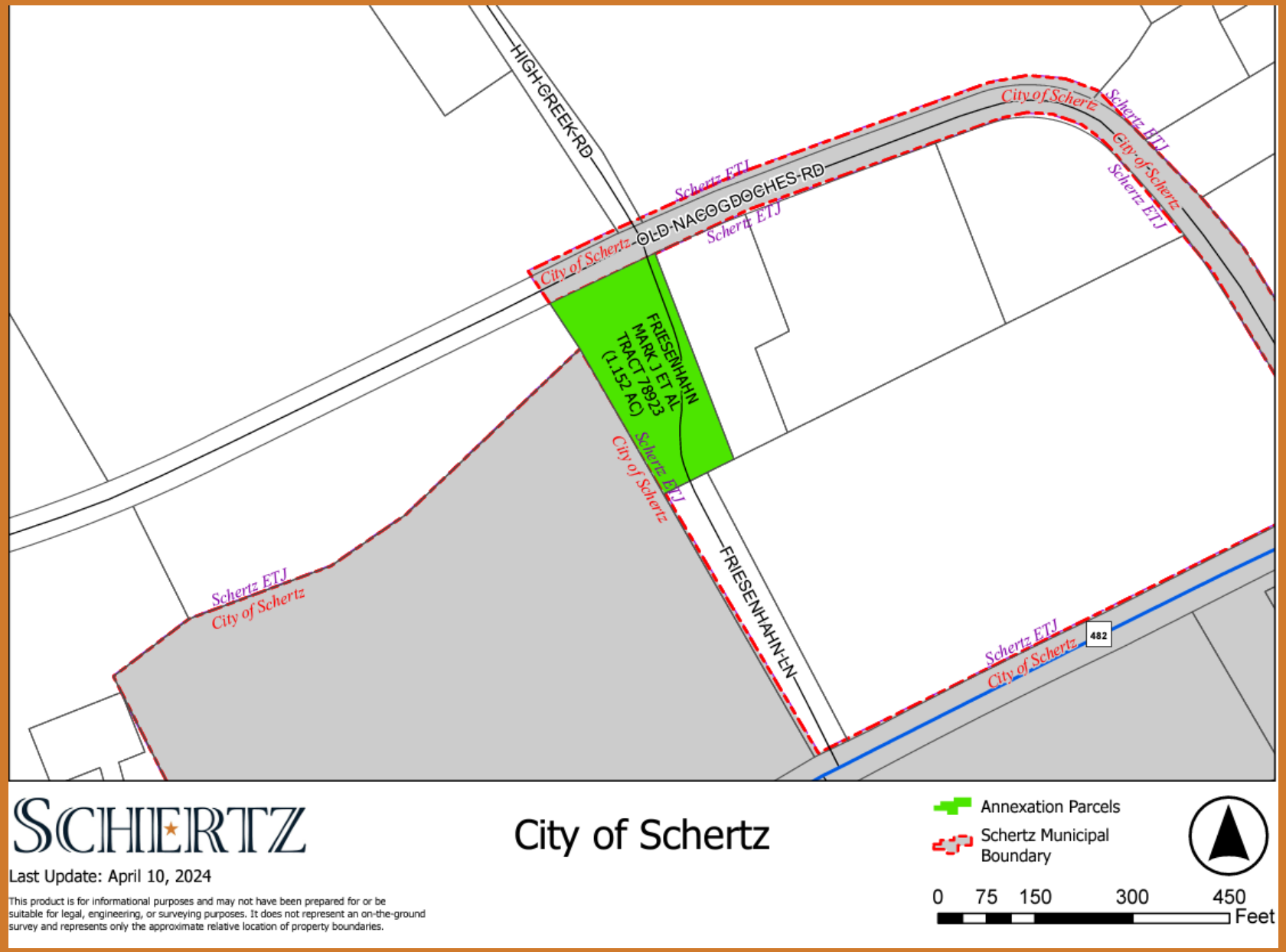
Comal County | Ordinance 24-A-29



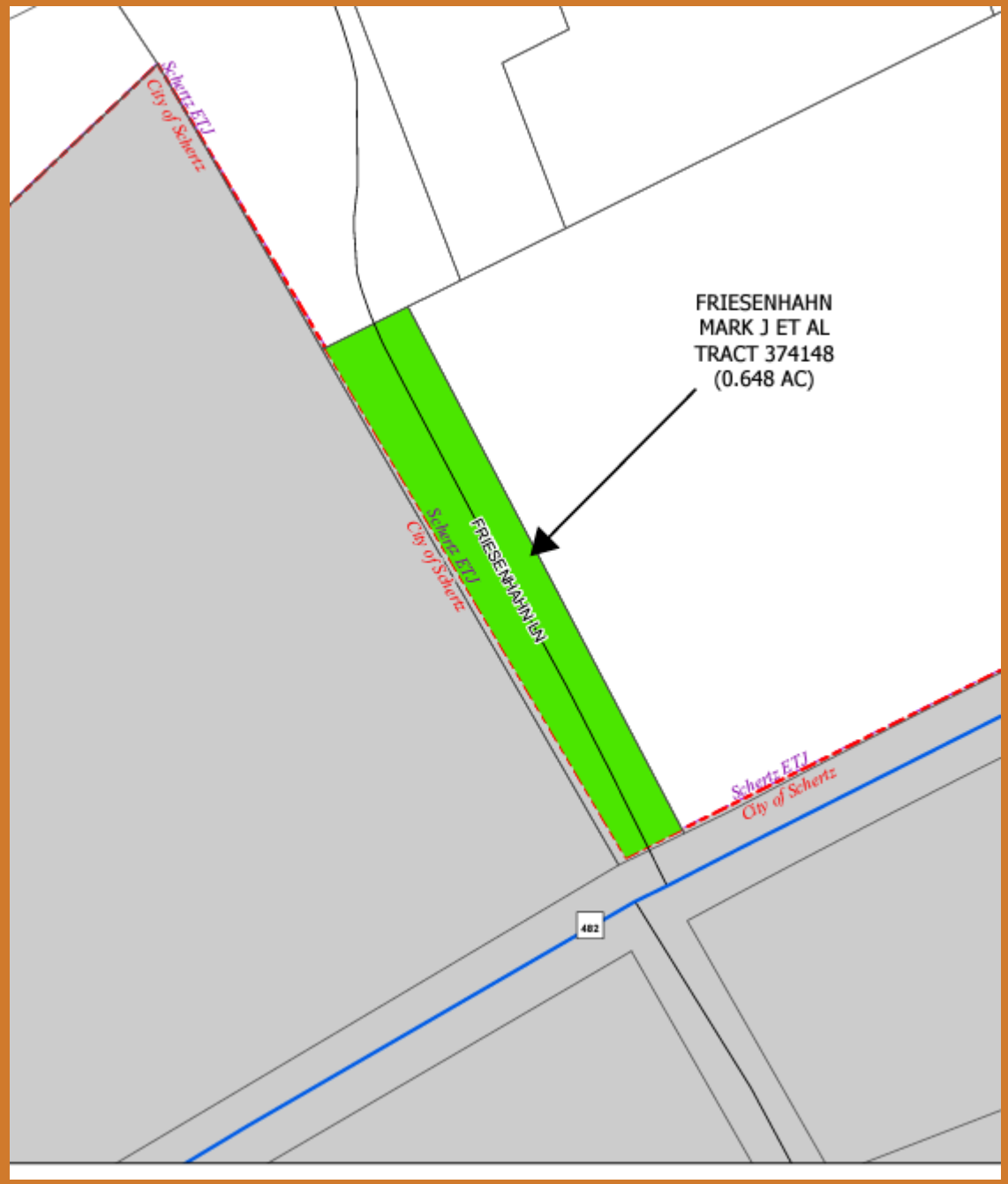
Comal County | Ordinance 24-A-30



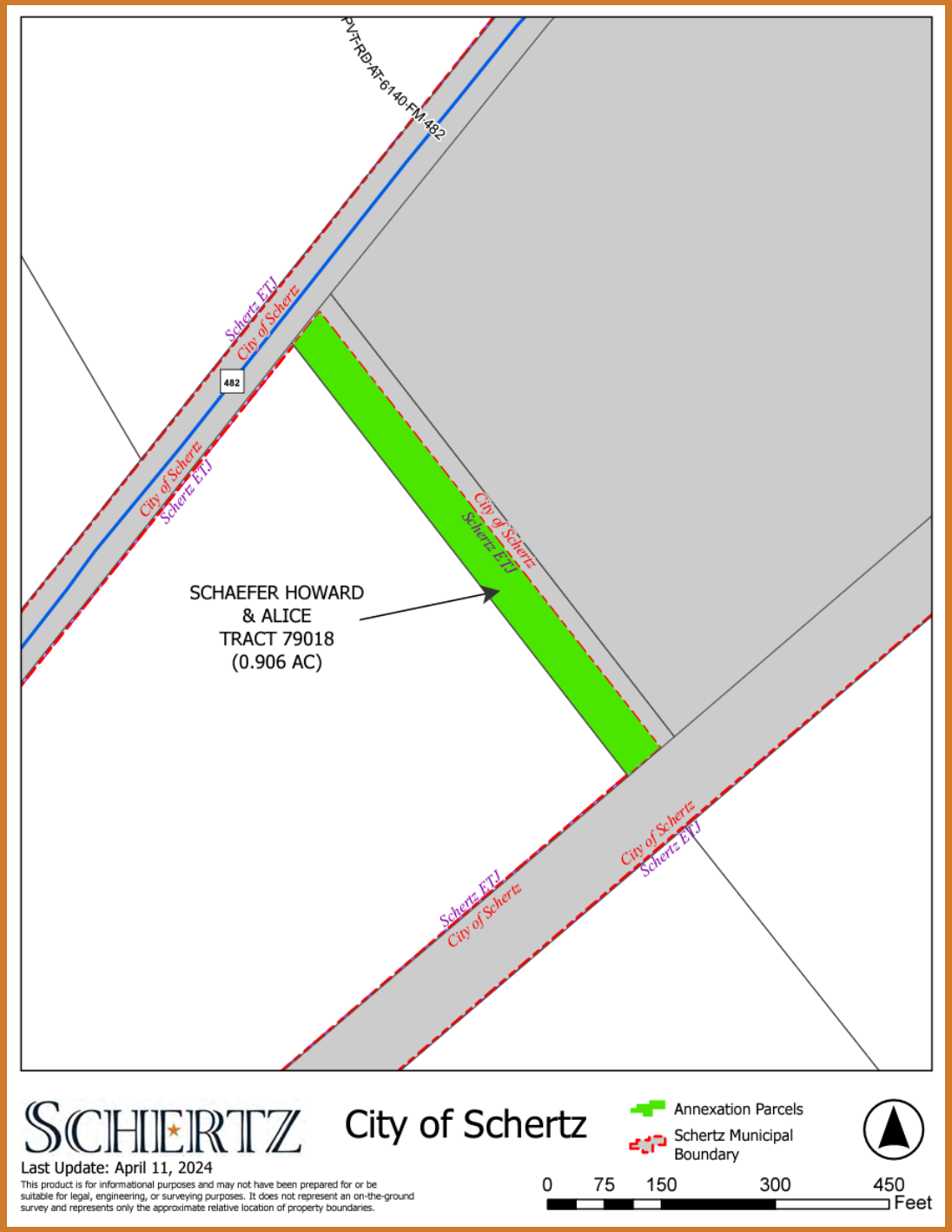
Comal County | Ordinance 24-A-31



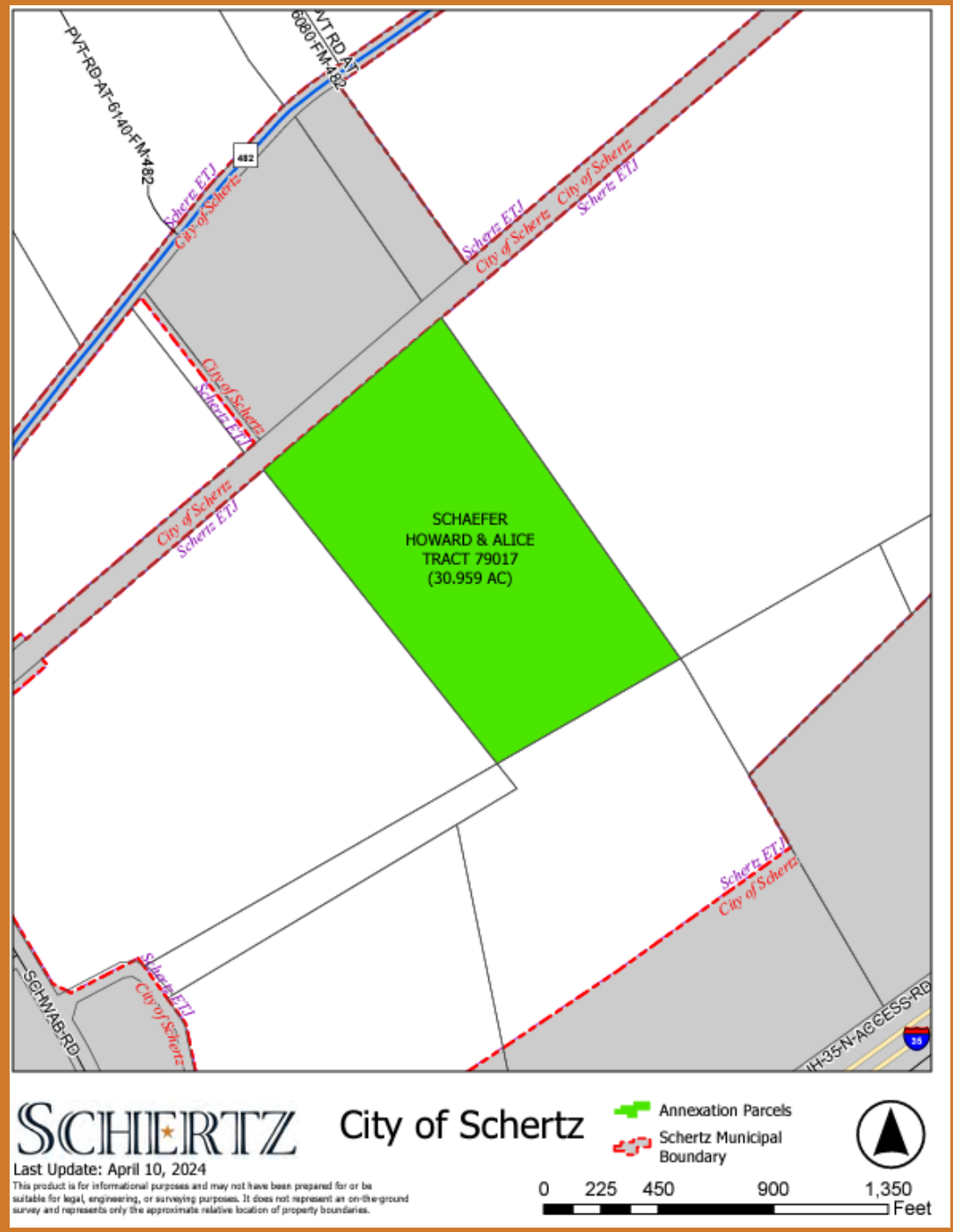
Comal County | Ordinance 24-A-32



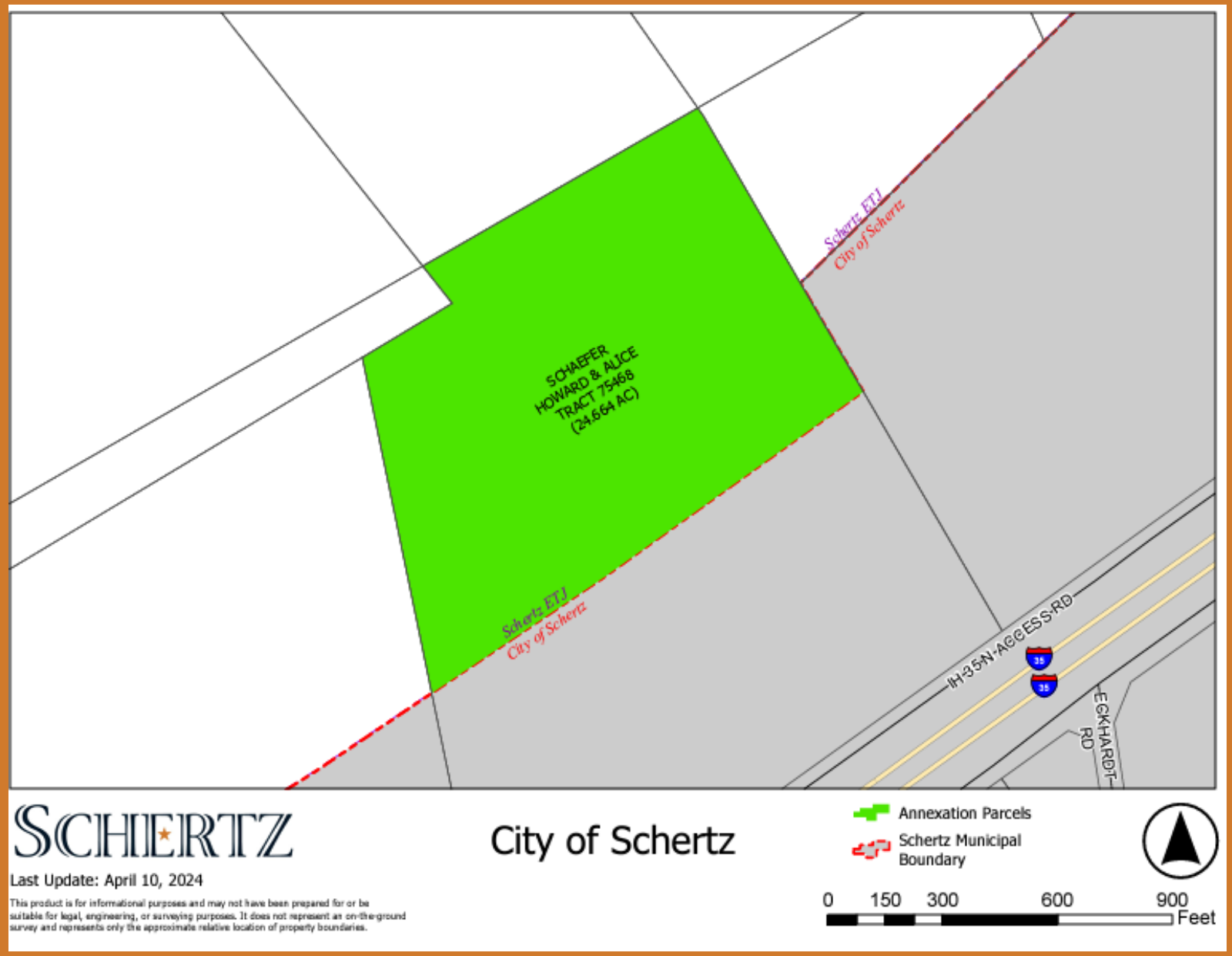
Comal County | Ordinance 24-A-33



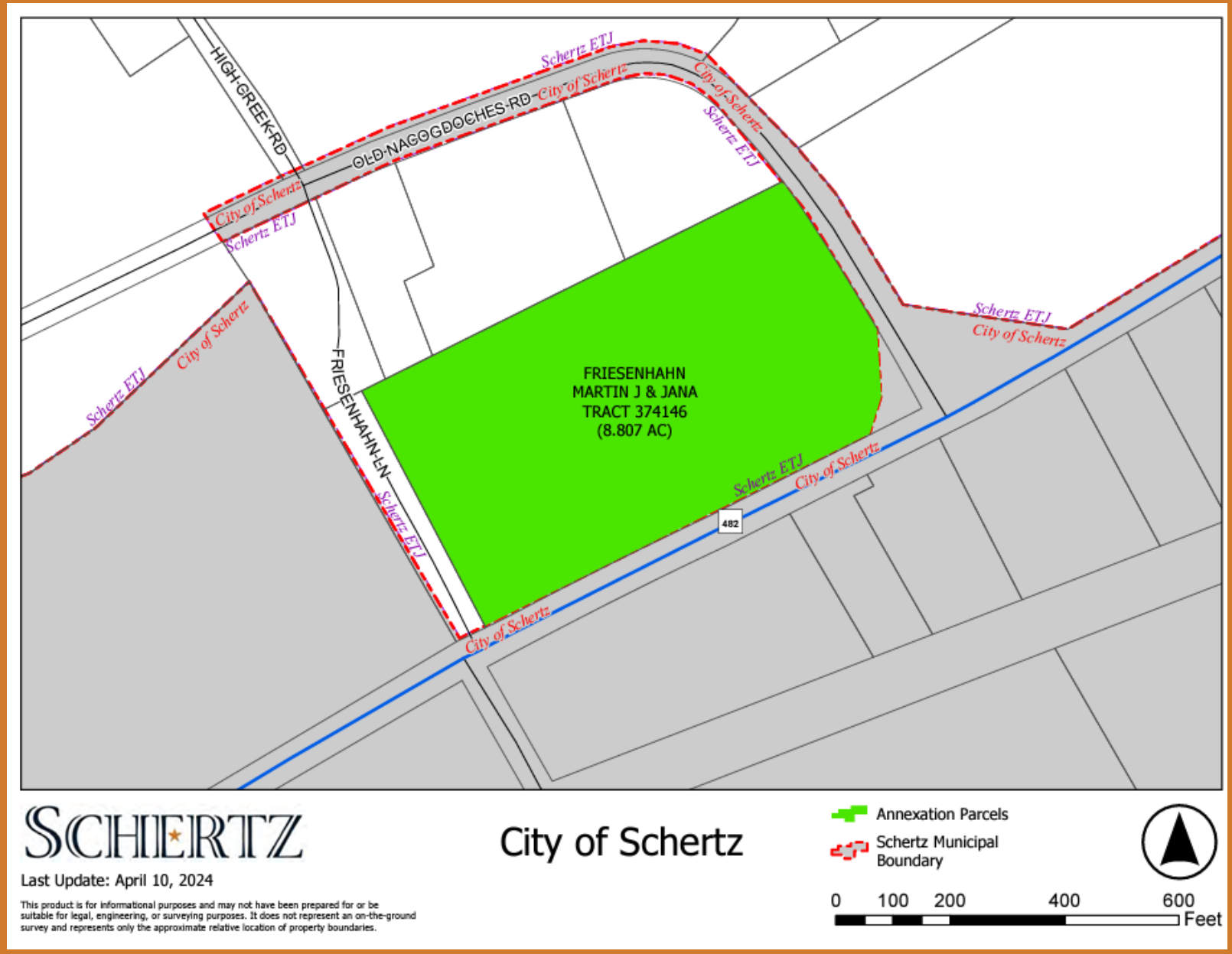
Comal County | Ordinance 24-A-34



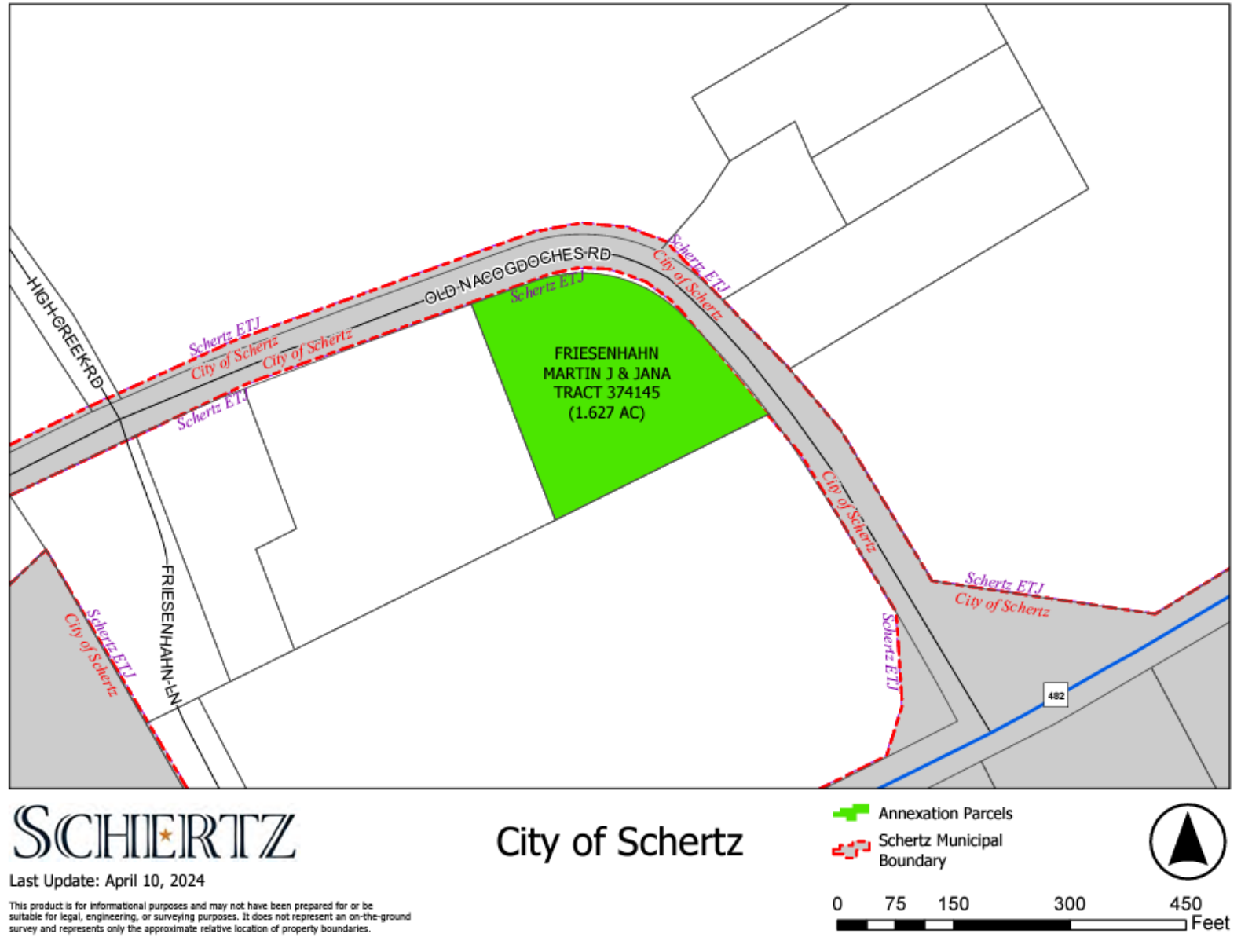
Comal County | Ordinance 24-A-35



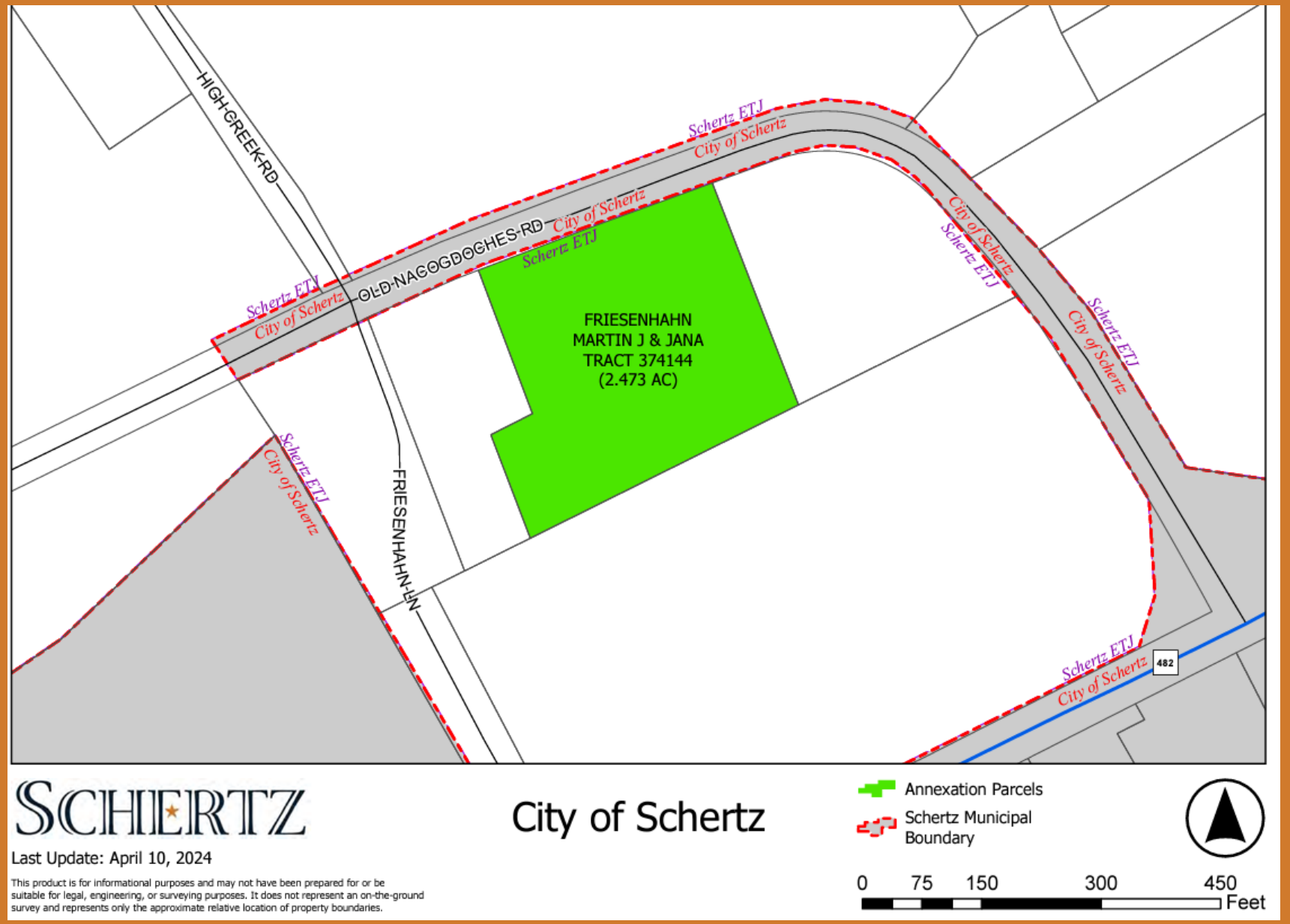
Comal County | Ordinance 24-A-36



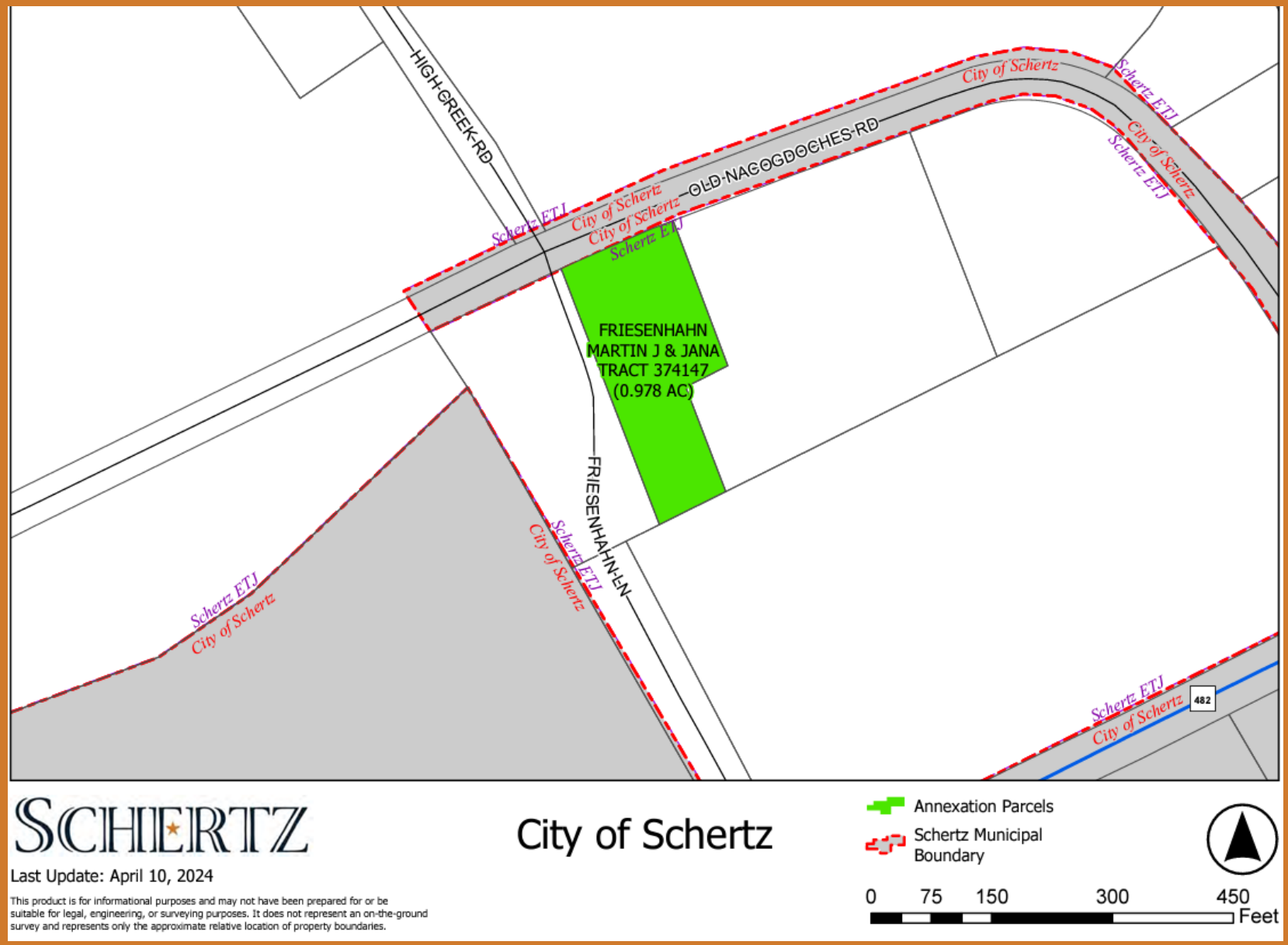
Comal County | Ordinance 24-A-37



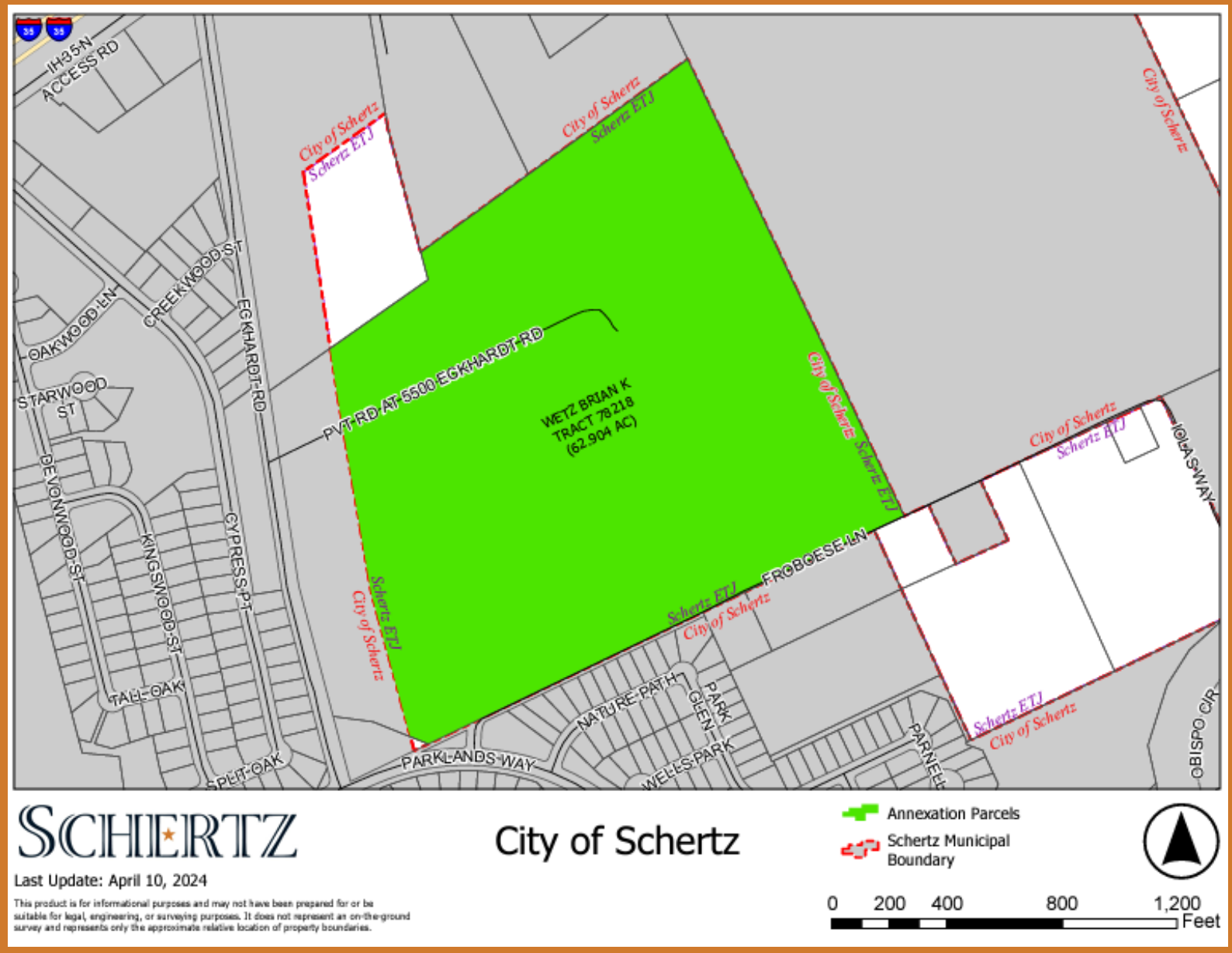
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Comal County | Ordinance 24-A-39



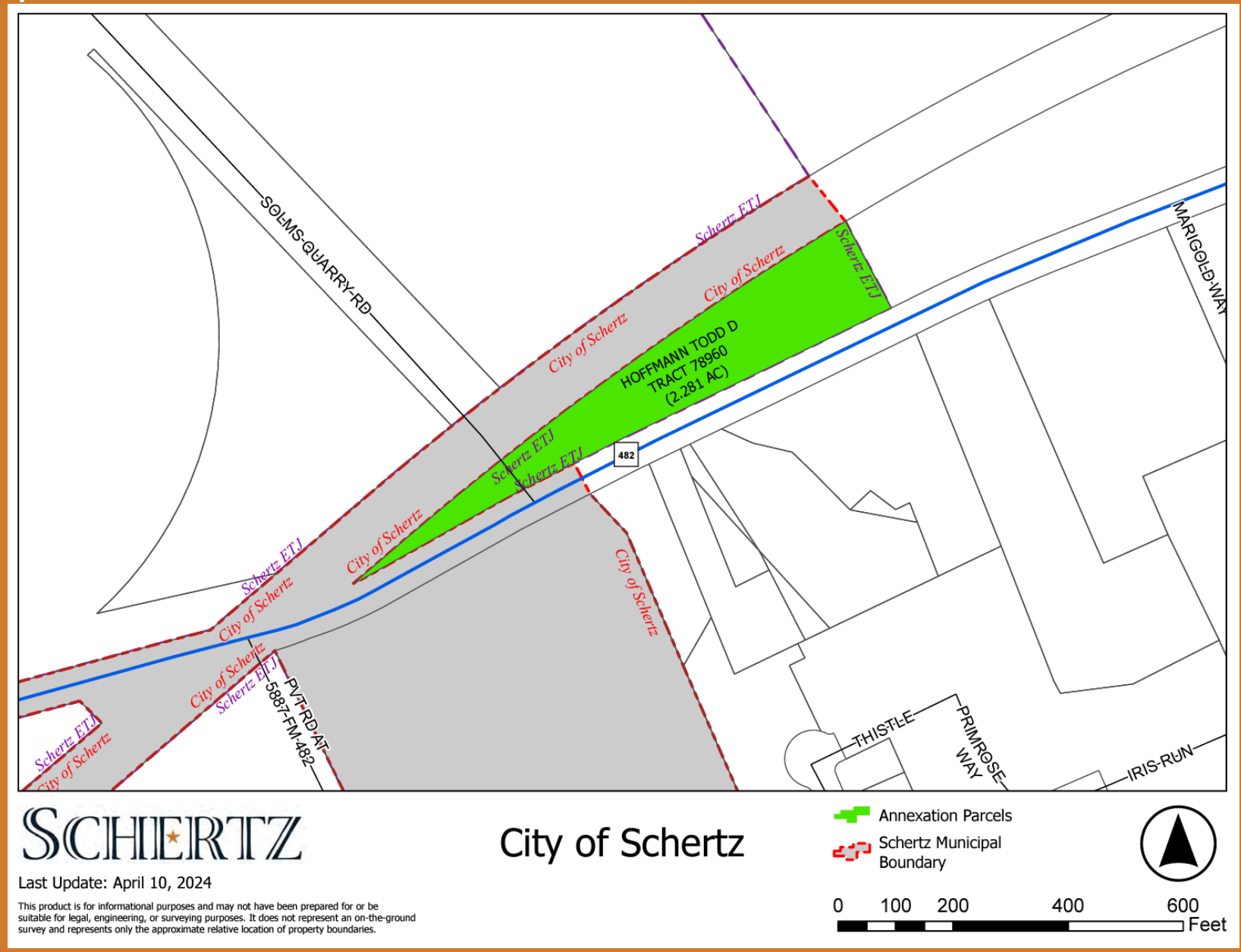
Comal County | Ordinance 24-A-40



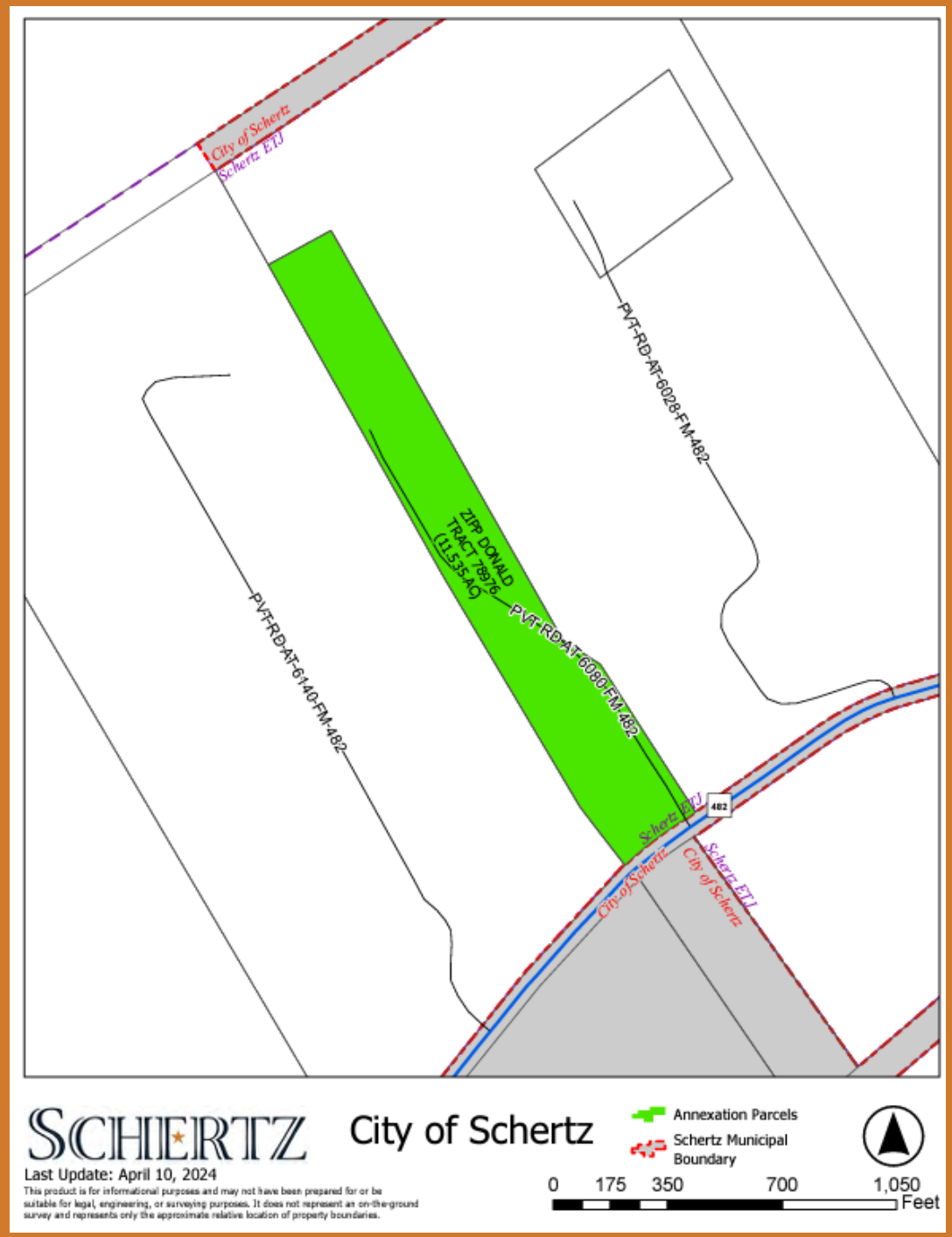
Comal County | Ordinance 24-A-41



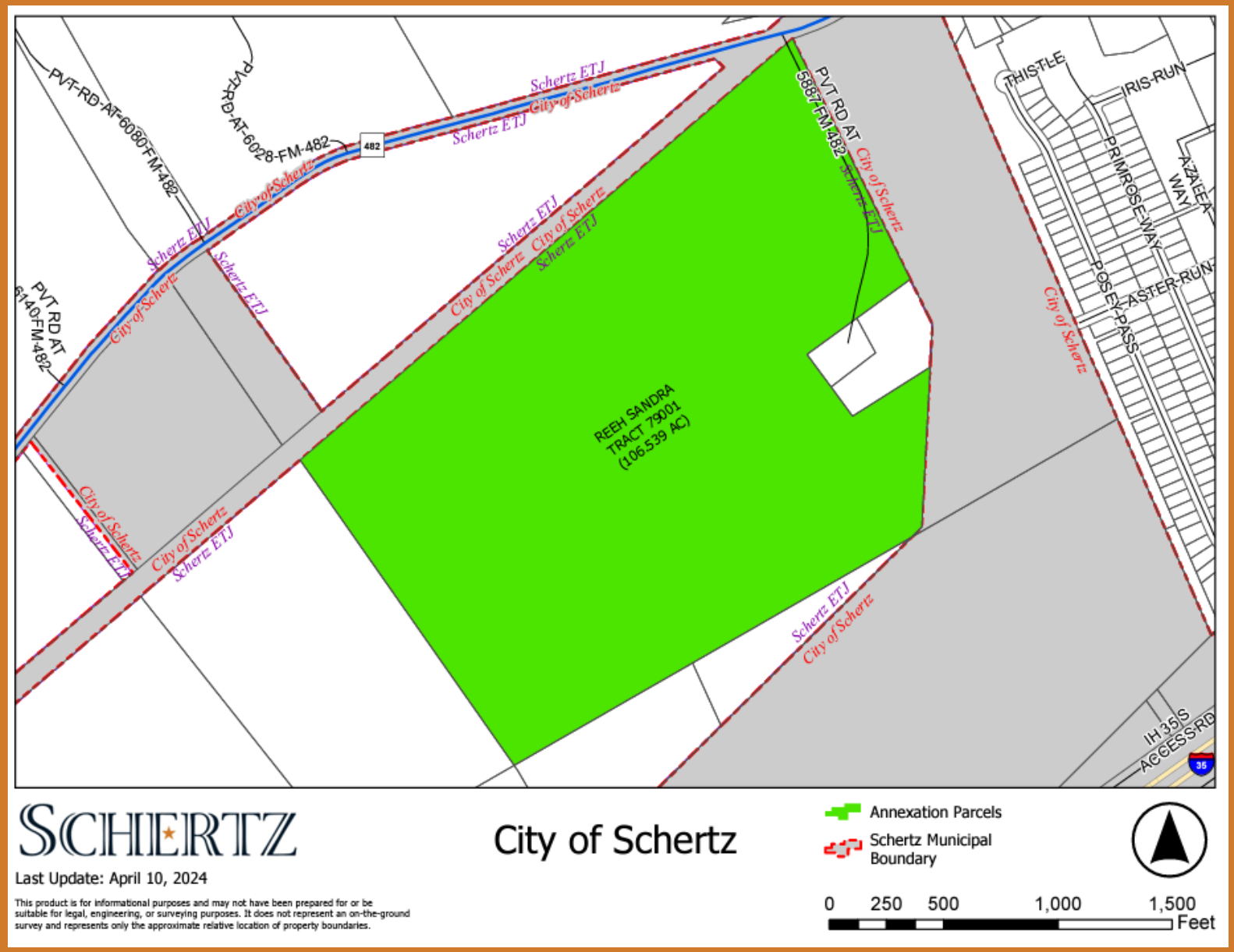
Comal County | Ordinance 24-A-42



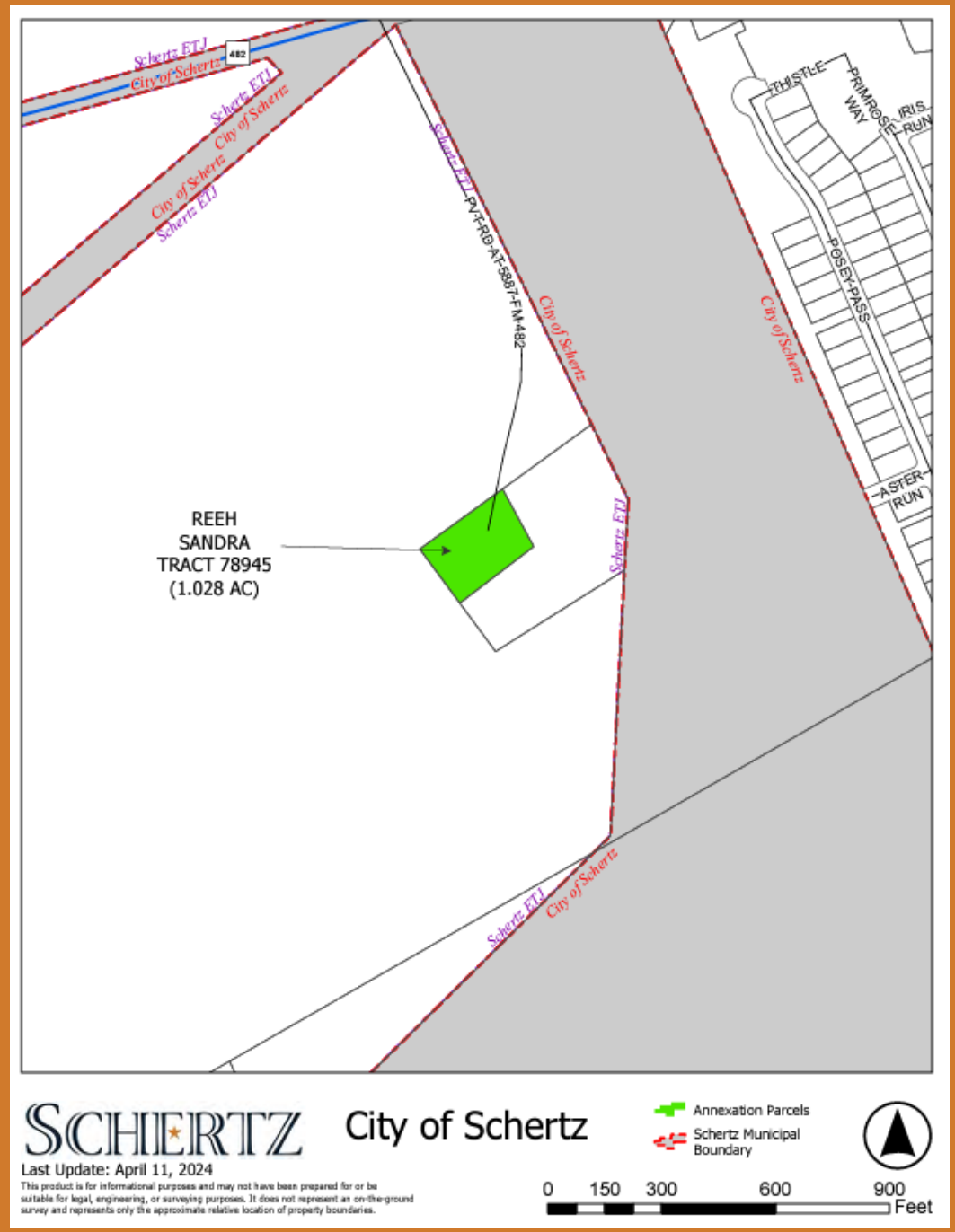
Comal County | Ordinance 24-A-43



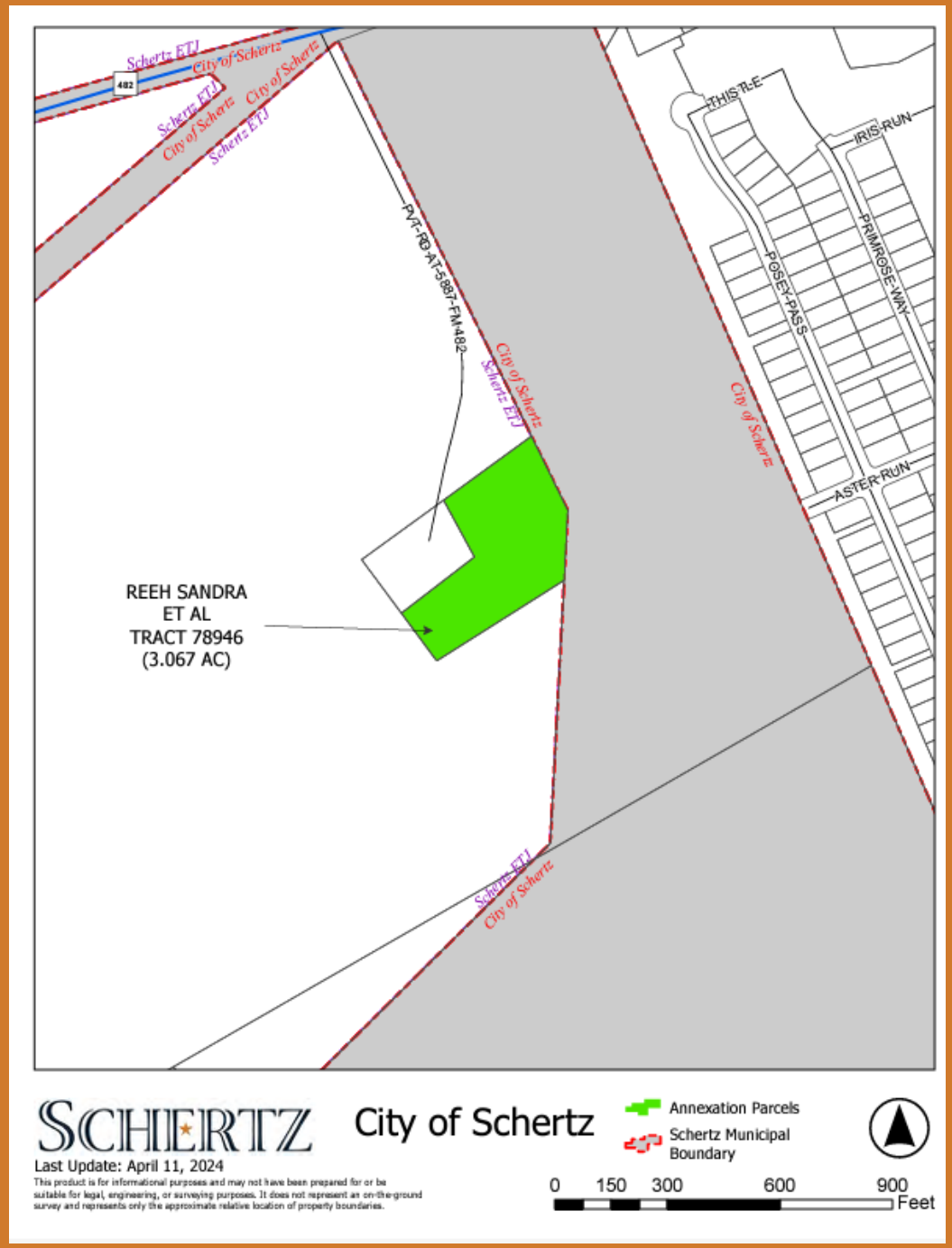
Comal County | Ordinance 24-A-44



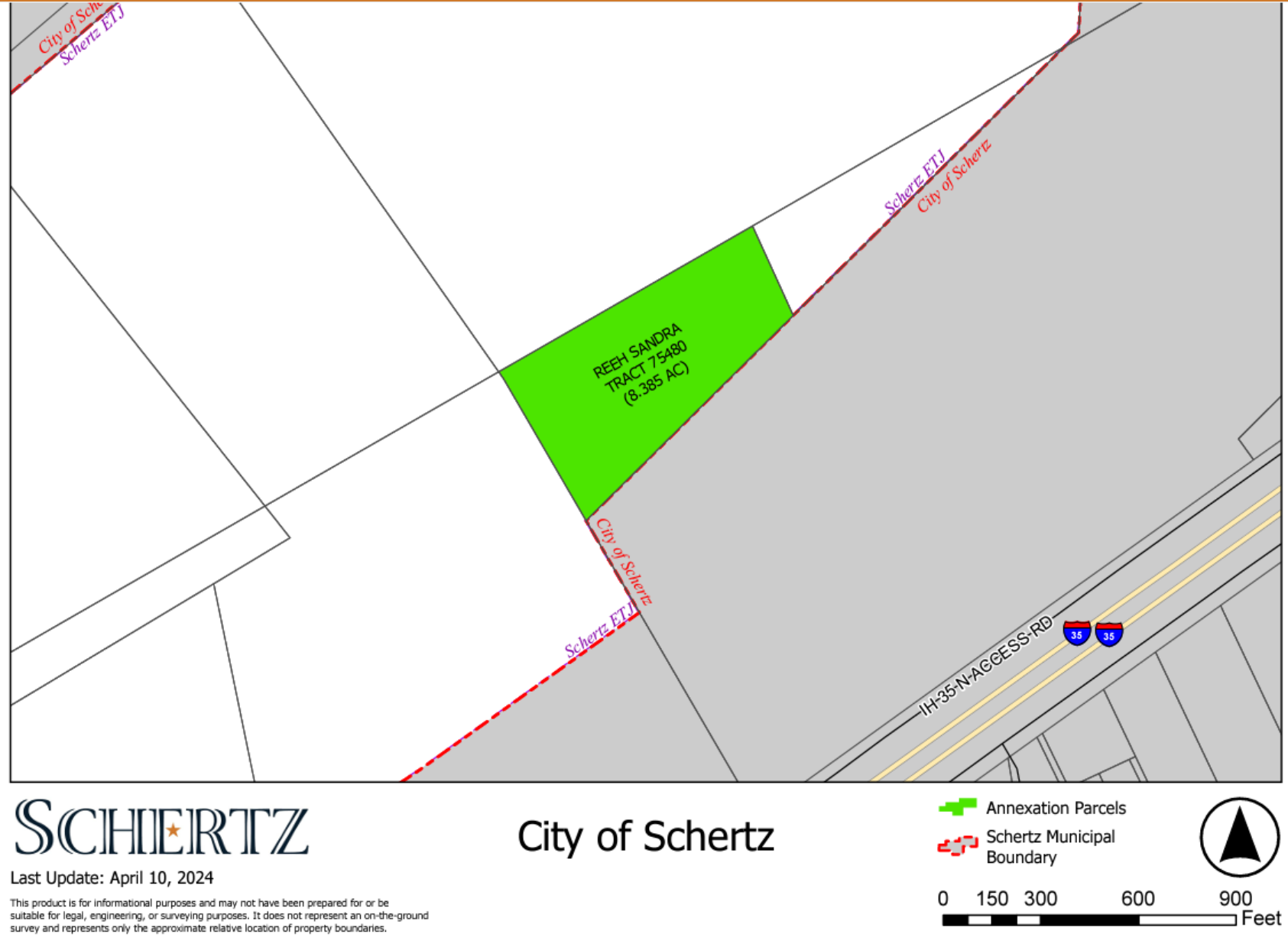
Comal County | Ordinance 24-A-45



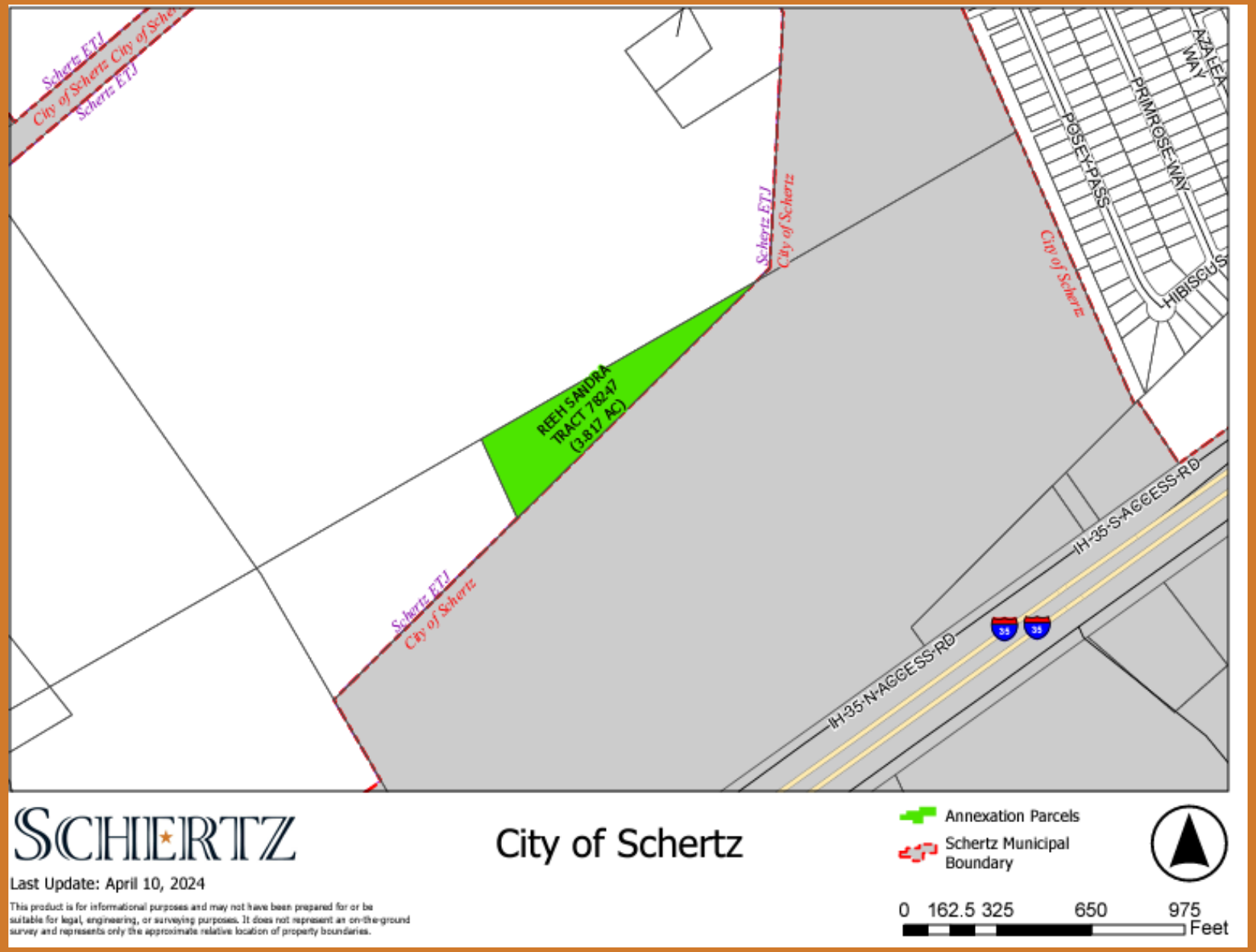
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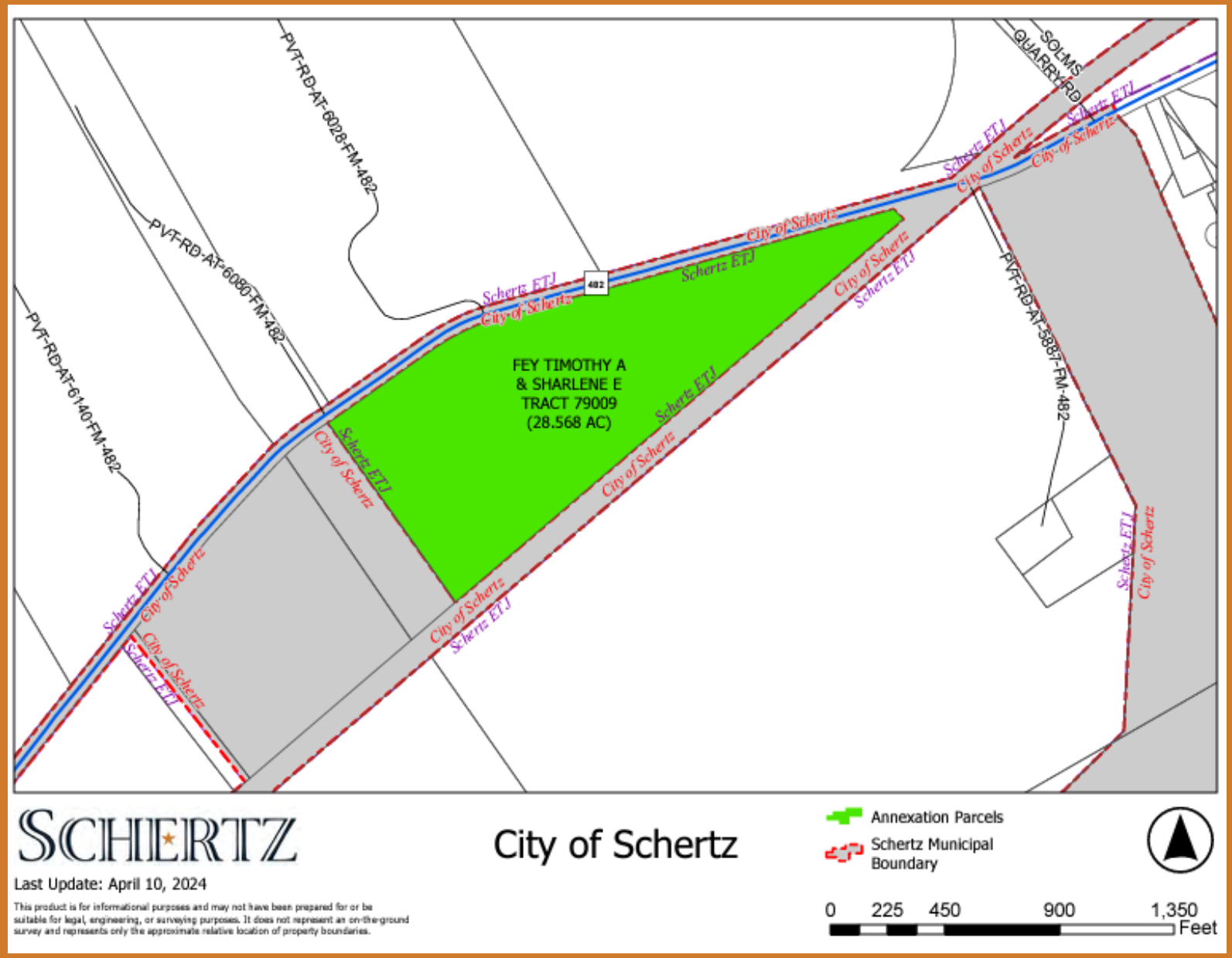
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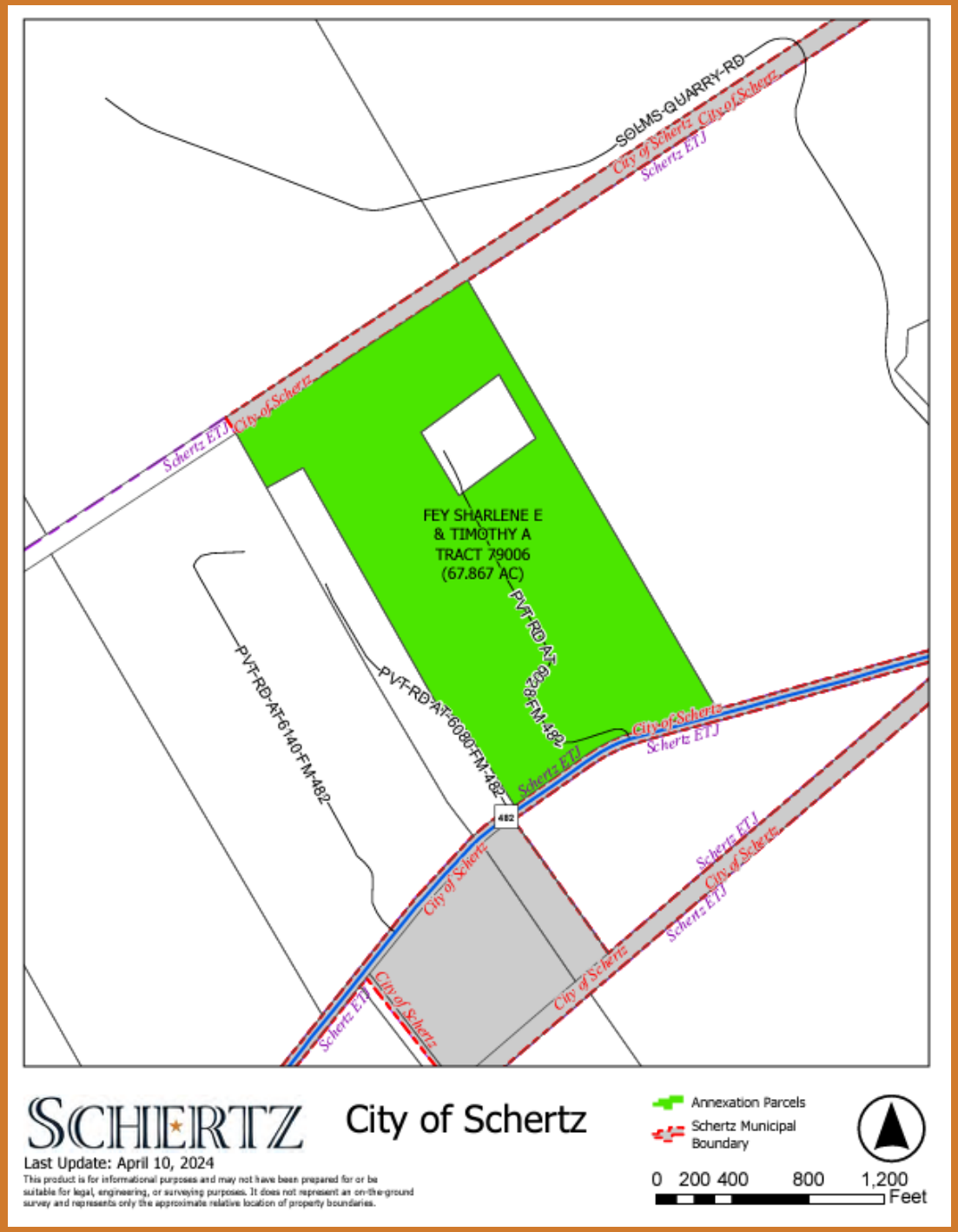
Comal County | Ordinance 24-A-48



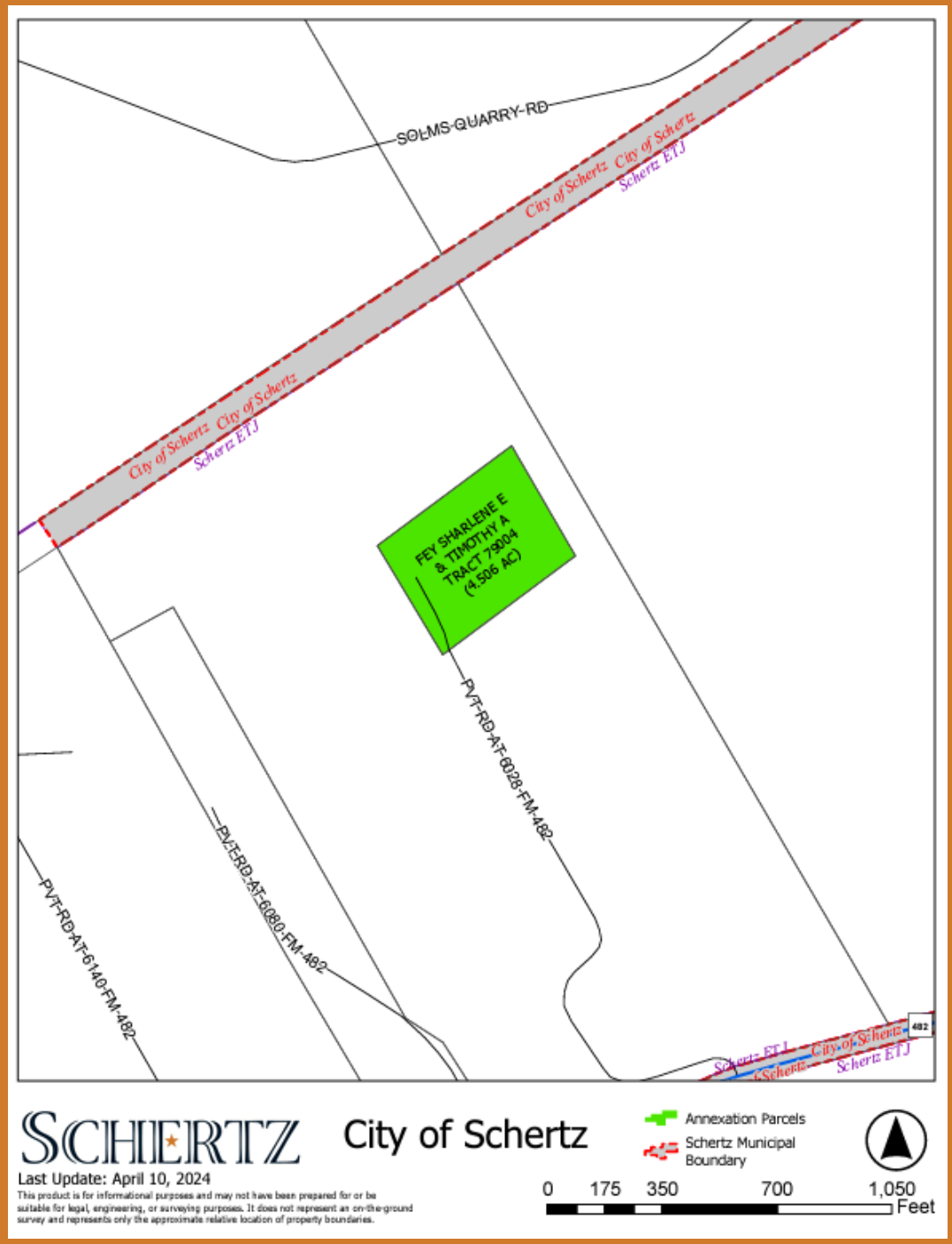
Comal County | Ordinance 24-A-49



Comal County | Ordinance 24-A-50



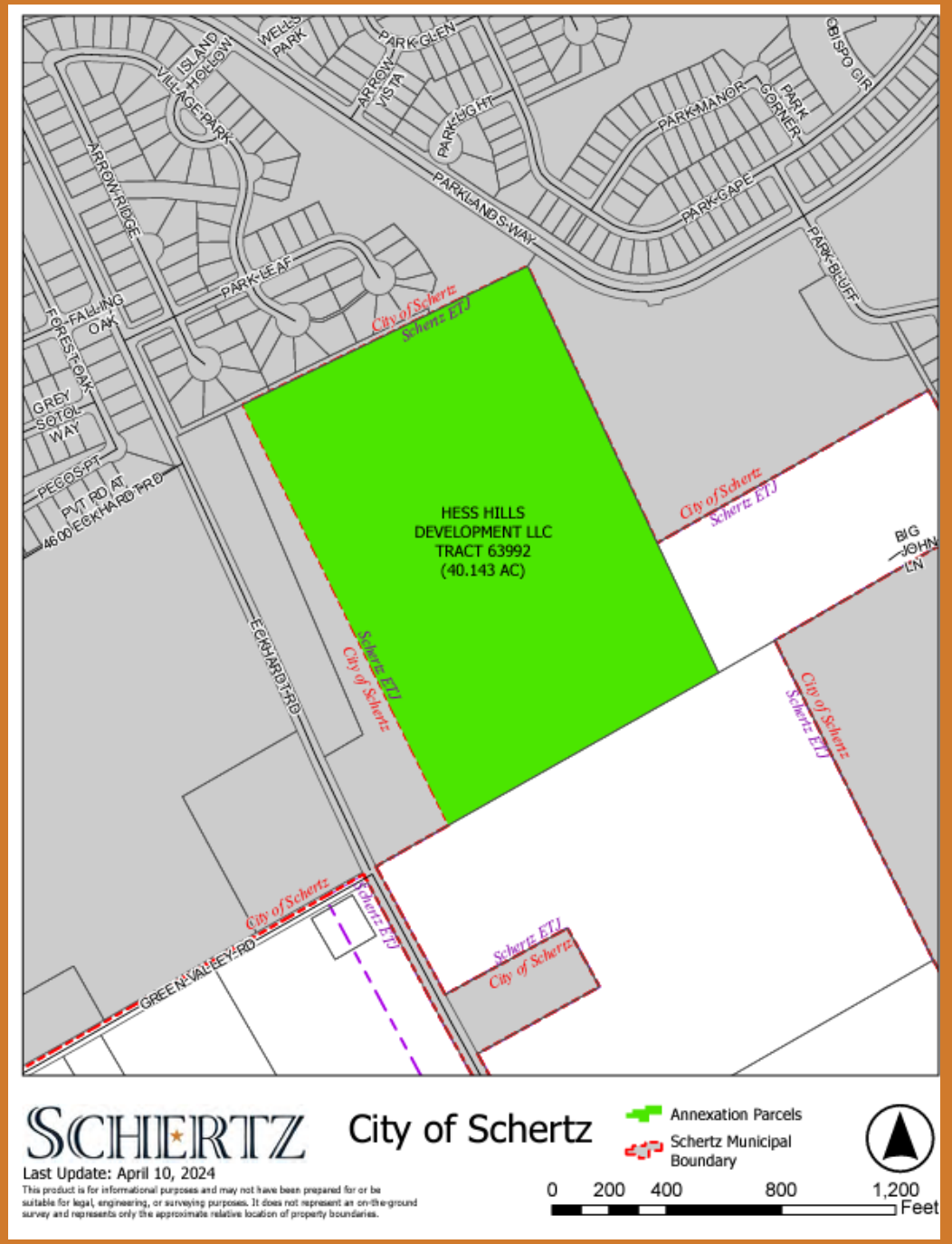
Comal County | Ordinance 24-A-51



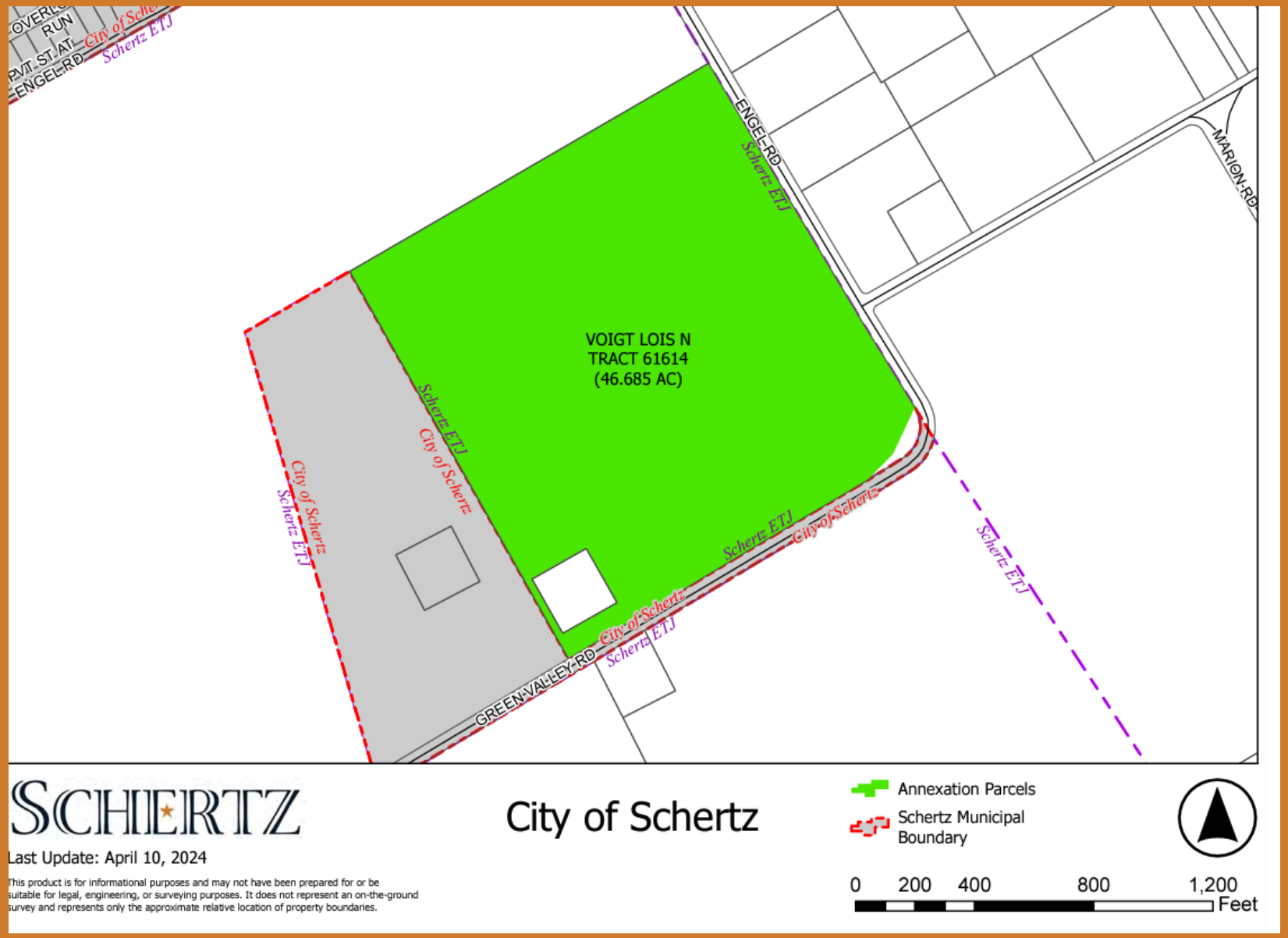
Guadalupe County

Ordinance 24-A-52 through Ordinance 24-A-65

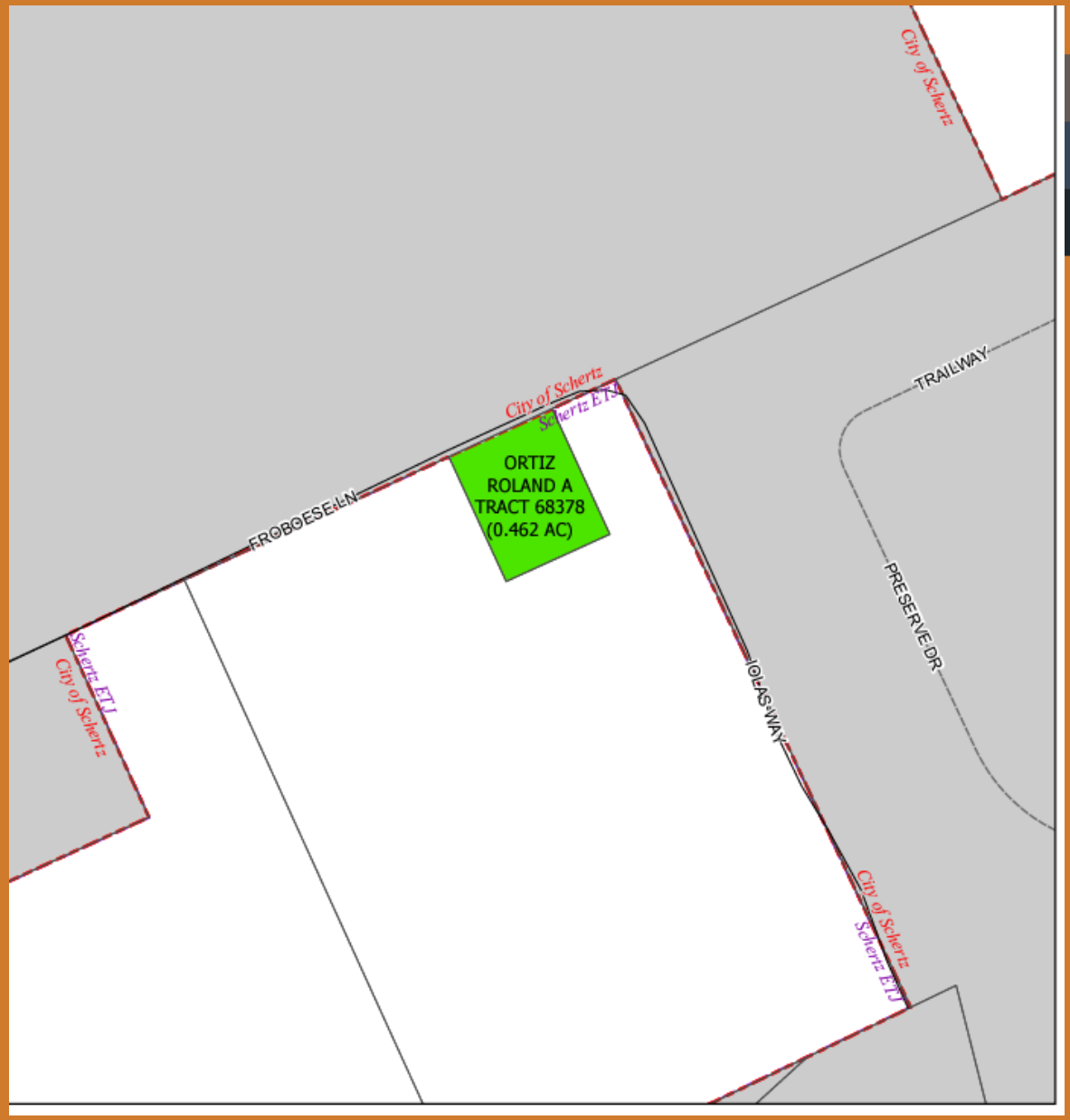
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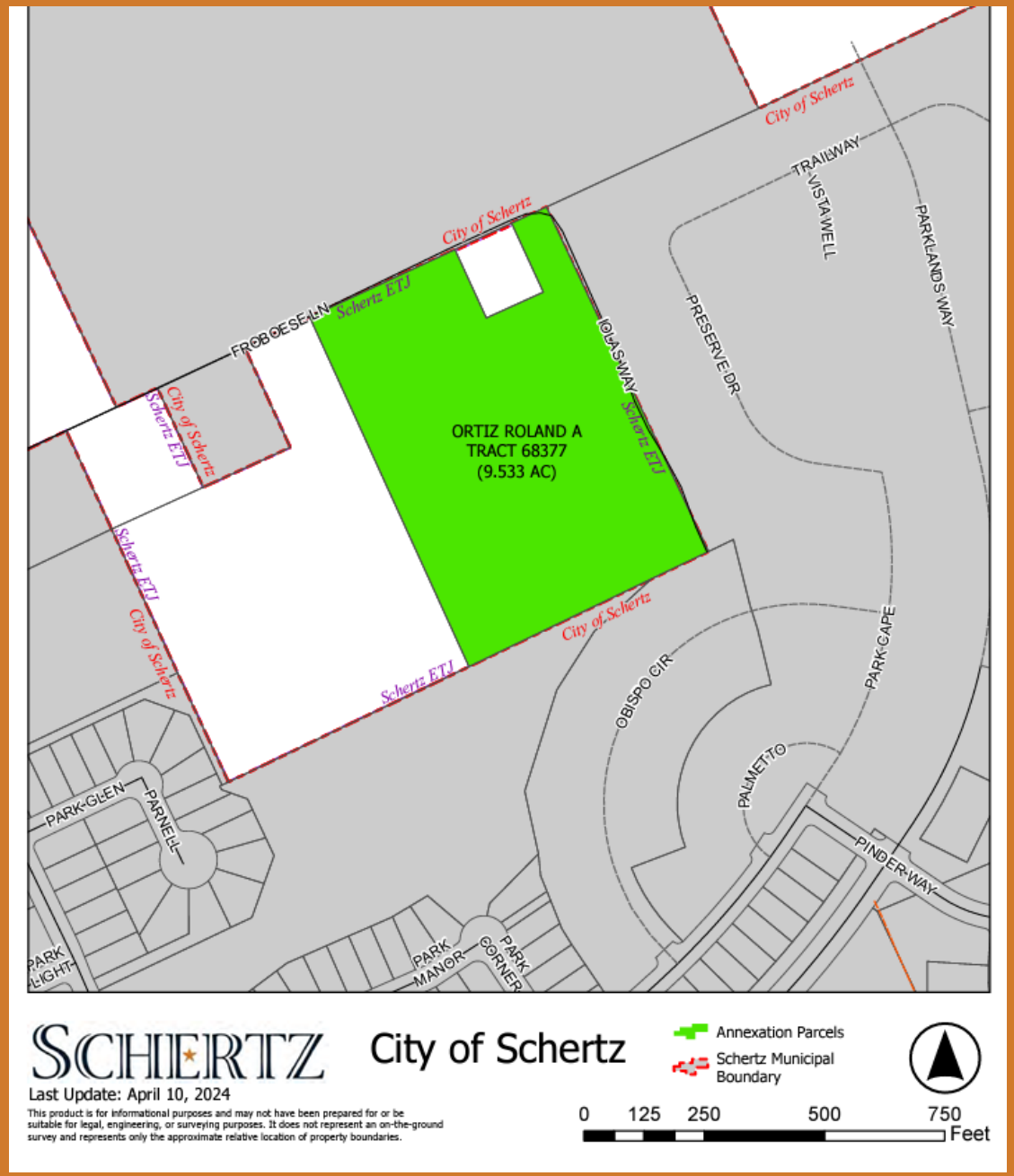
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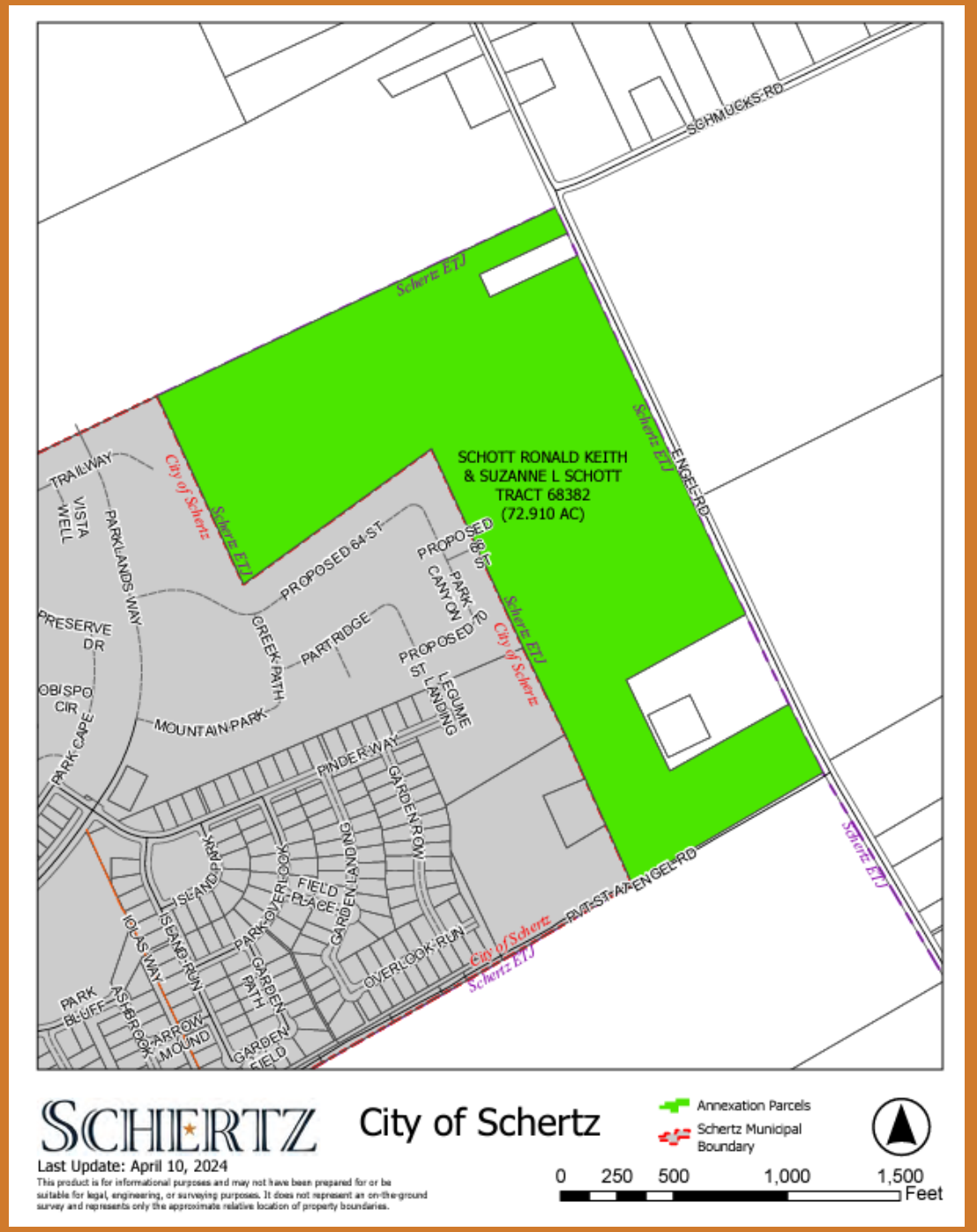
Guadalupe County | Ordinance 24-A-54



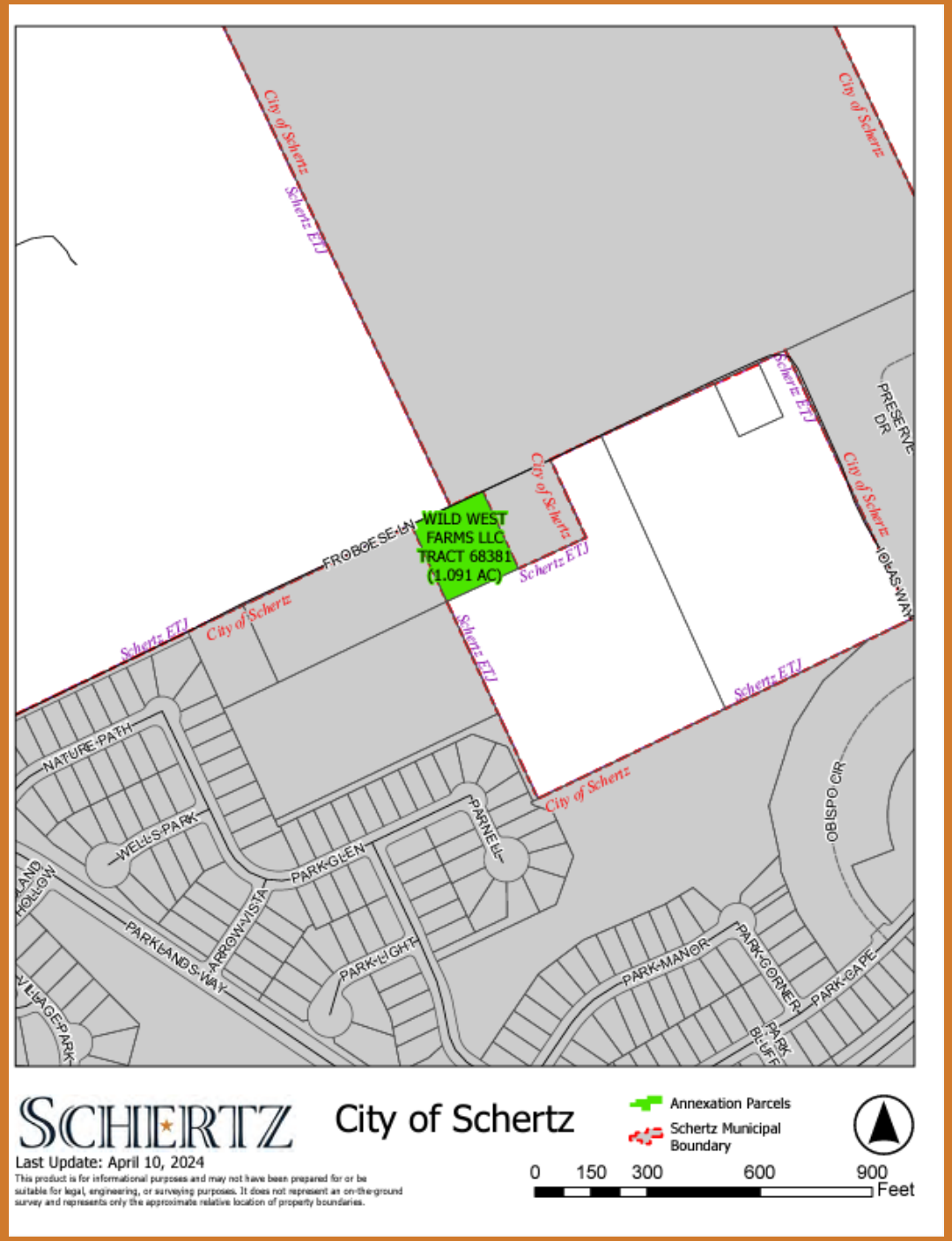
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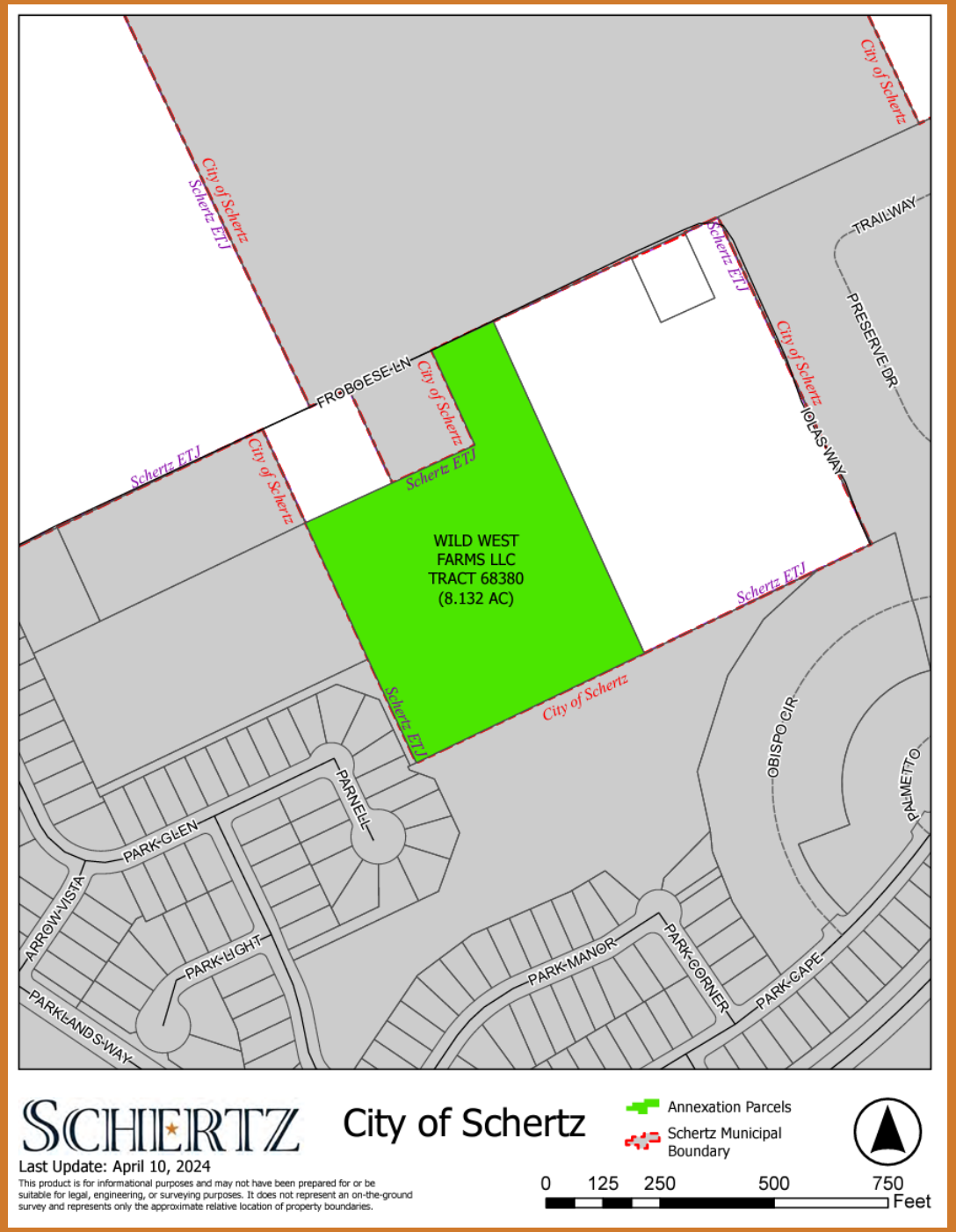
Guadalupe County | Ordinance 24-A-56



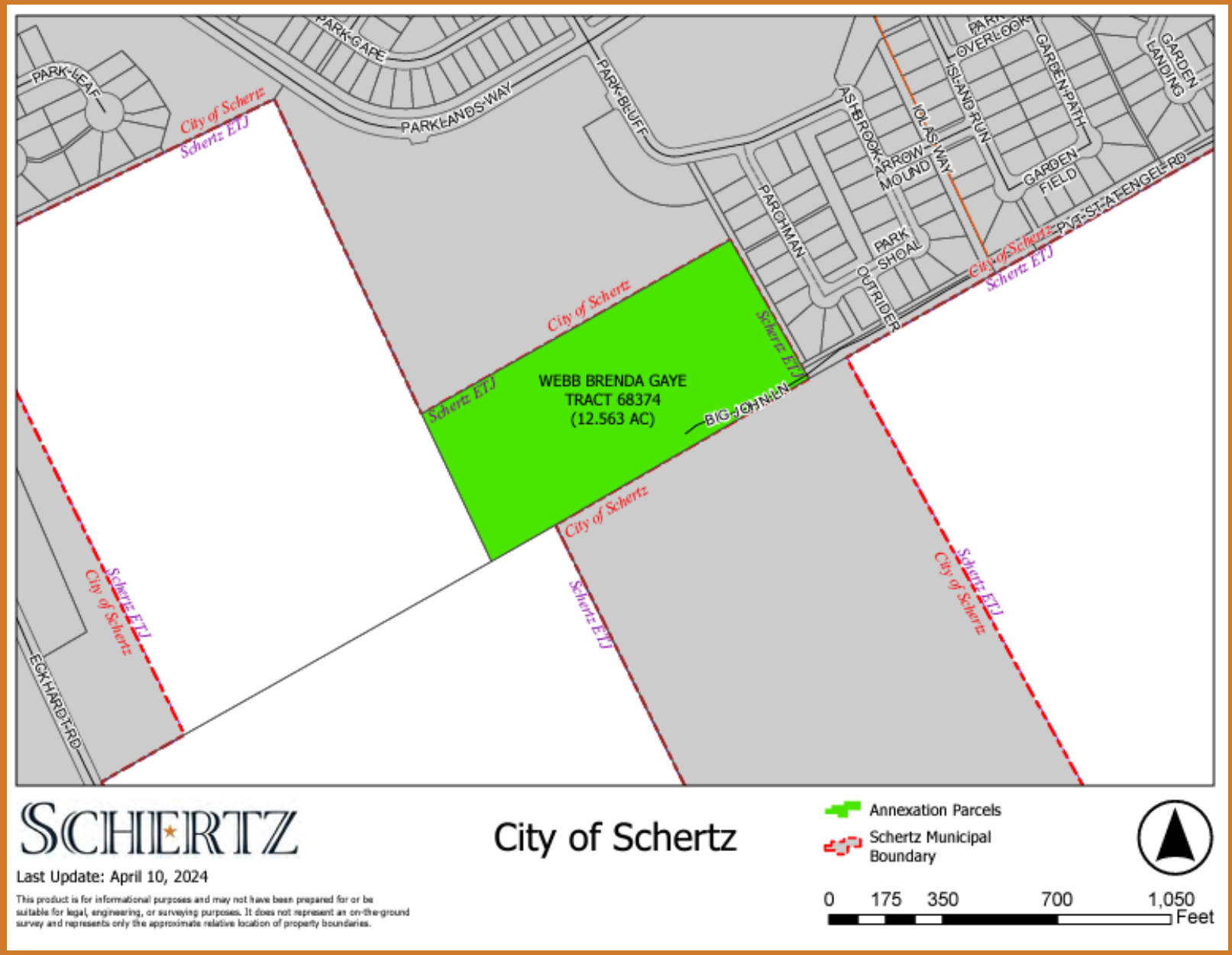
Guadalupe County | Ordinance 24-A-57



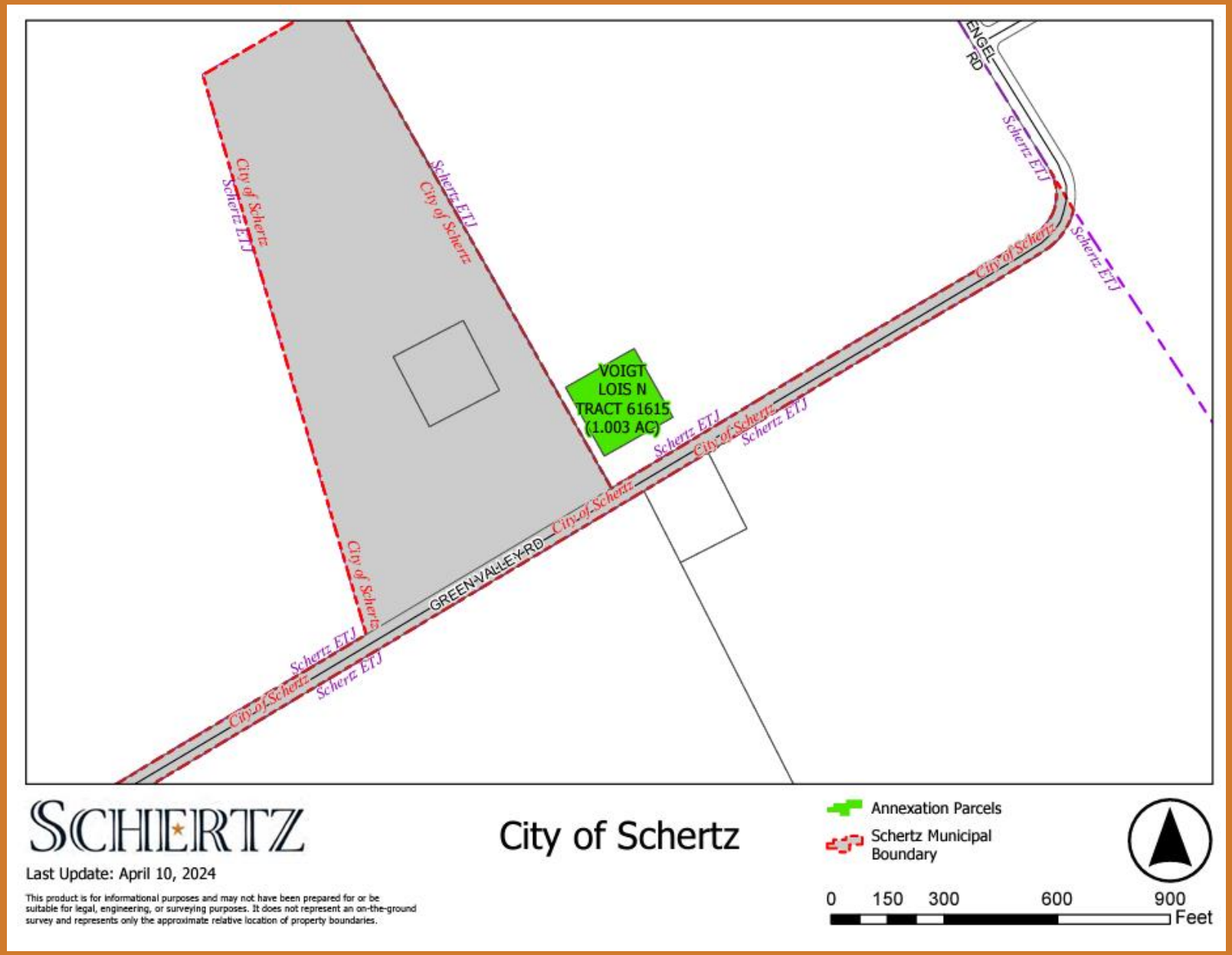
Guadalupe County | Ordinance 24-A-58



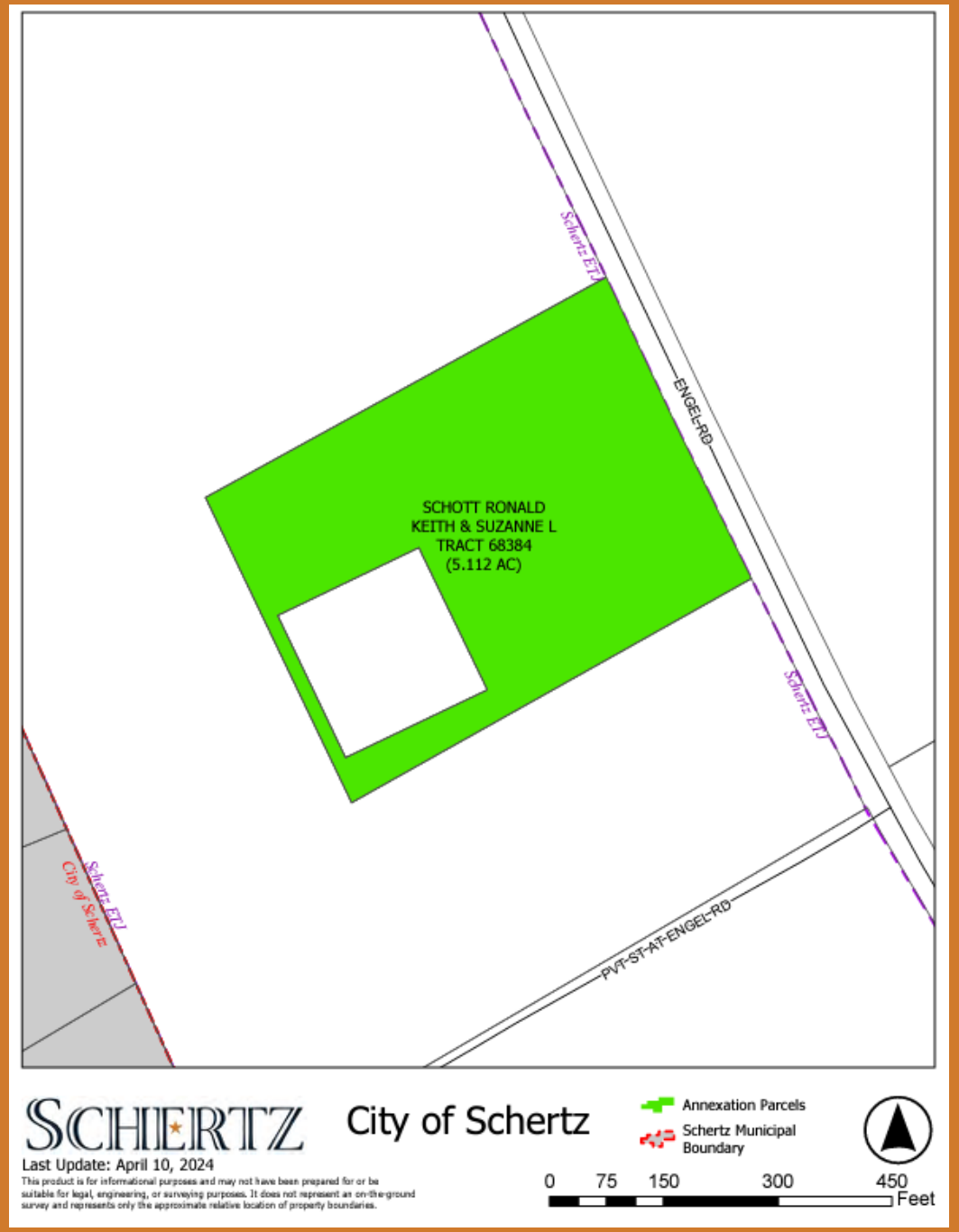
Guadalupe County | Ordinance 24-A-59



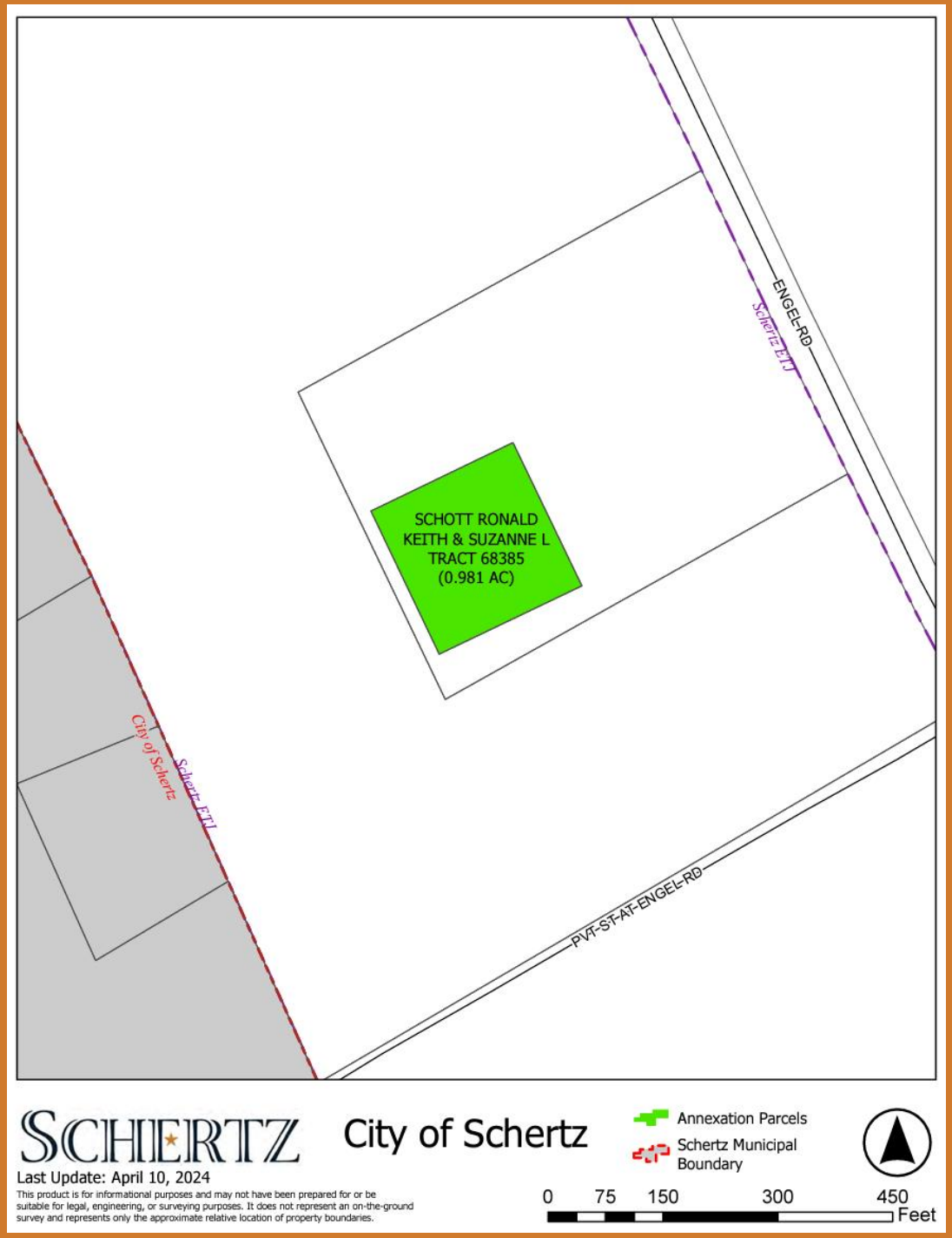
Guadalupe County | Ordinance 24-A-60



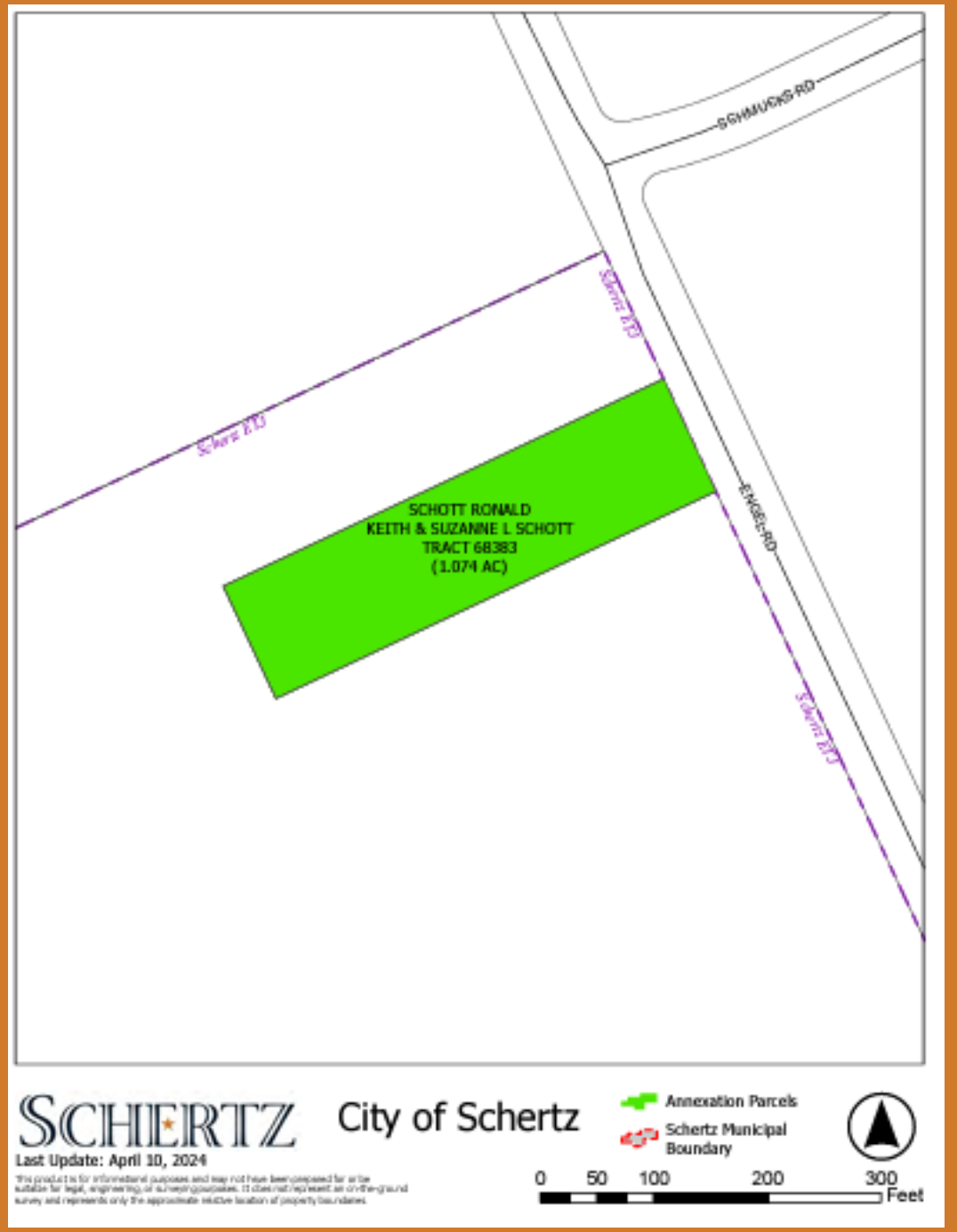
Guadalupe County | Ordinance 24-A-61



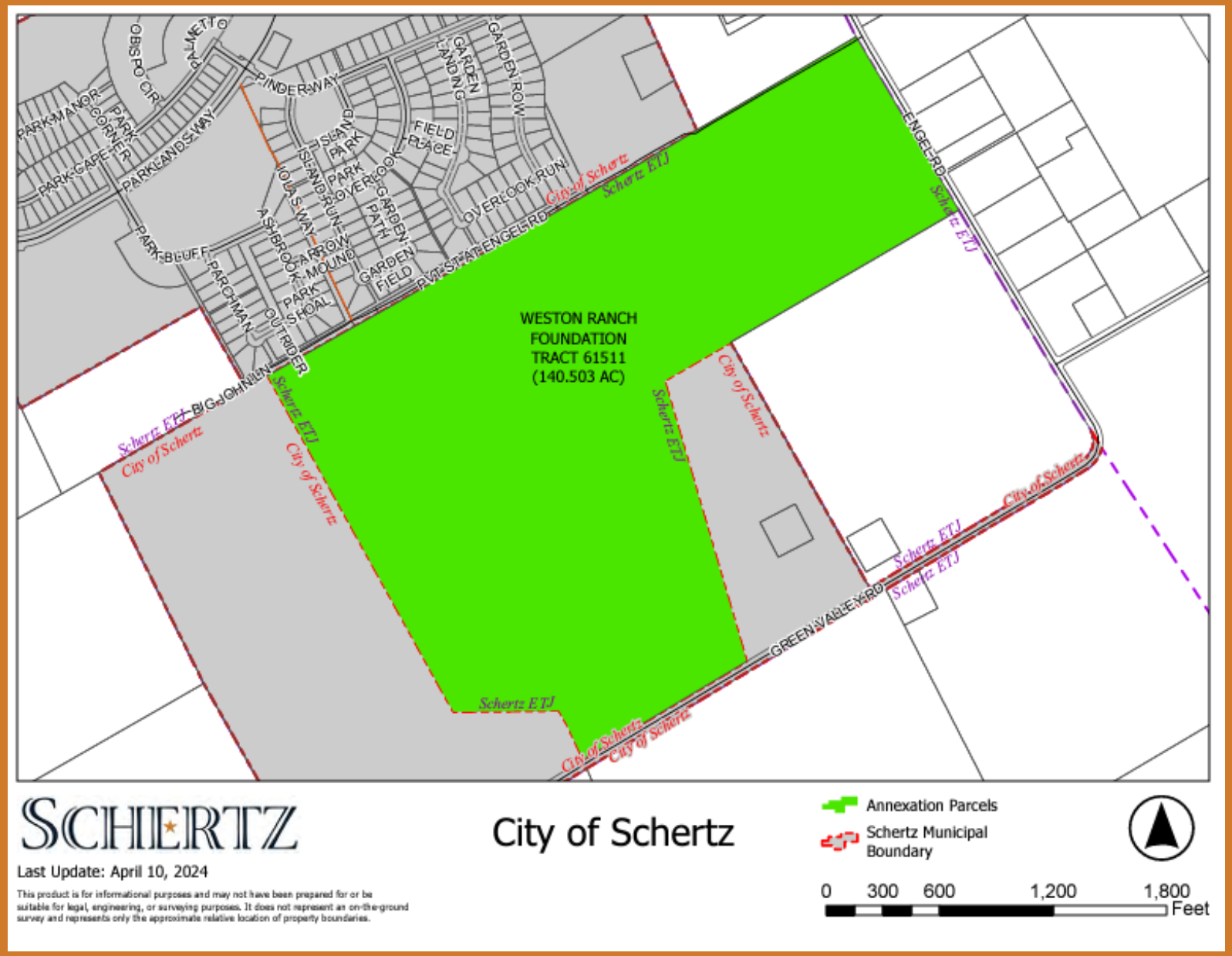
Guadalupe County | Ordinance 24-A-62



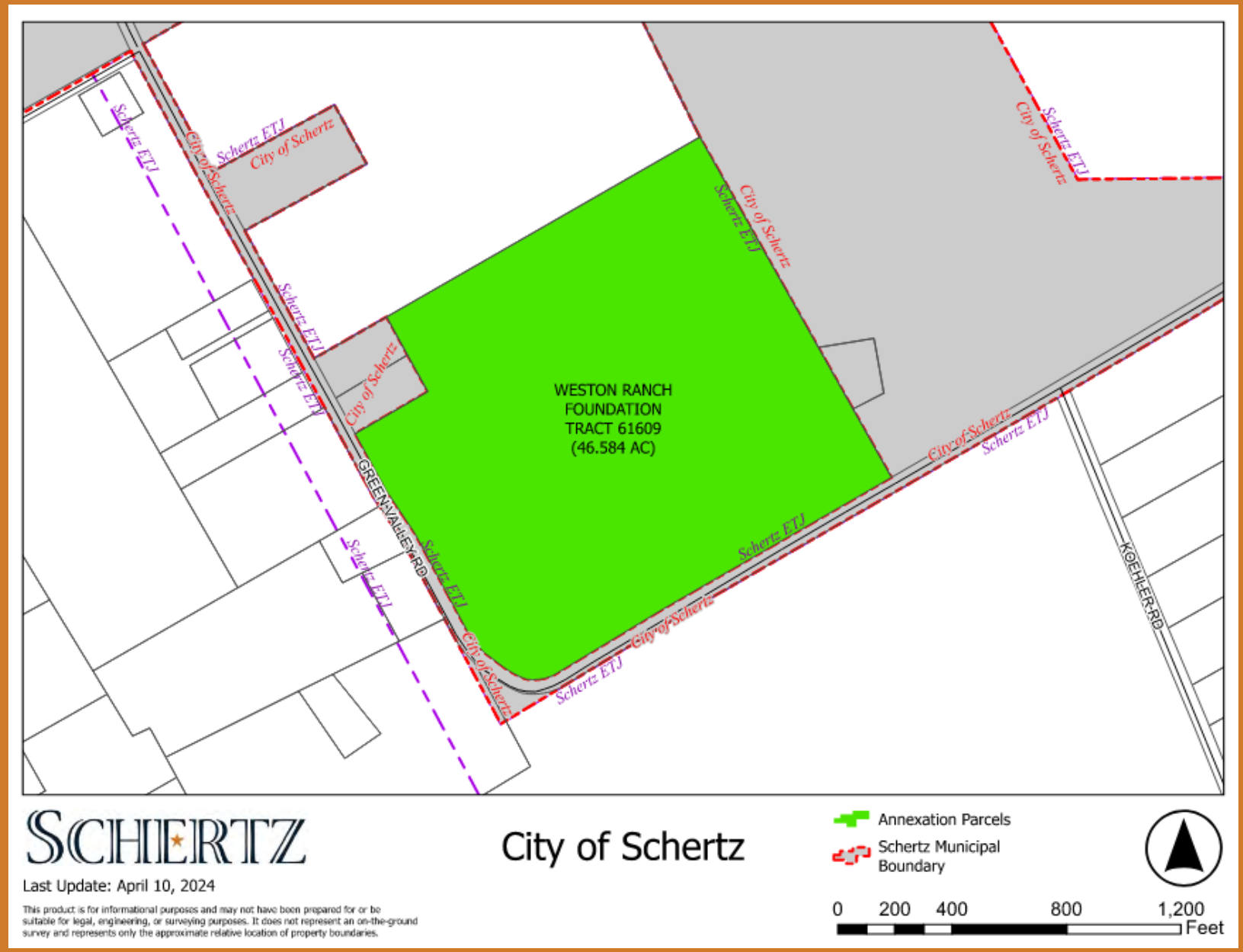
Guadalupe County | Ordinance 24-A-63

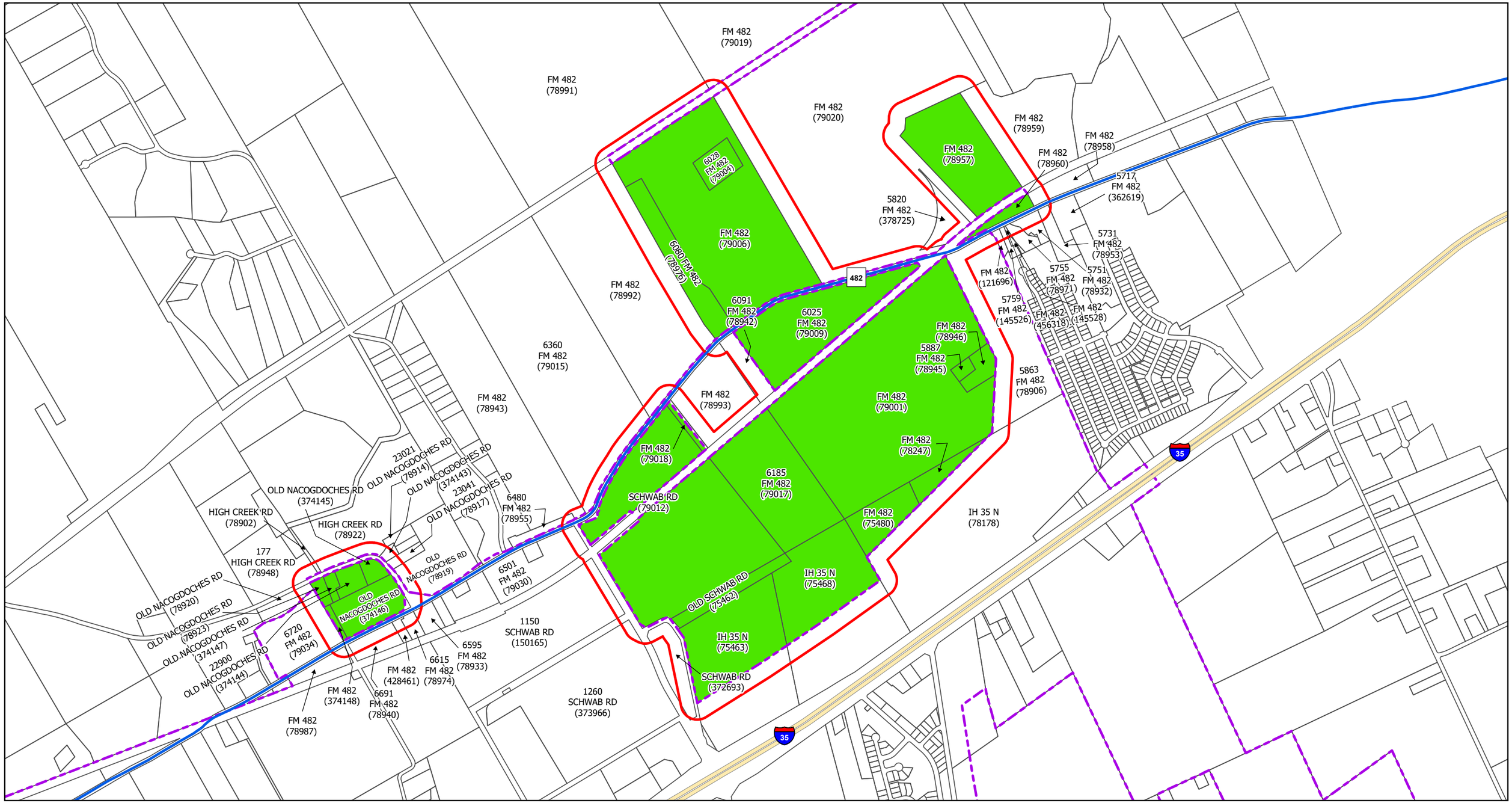


Guadalupe County | Ordinance 24-A-64



Guadalupe County | Ordinance 24-A-65





SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

Last update: April 3, 2024

City of Schertz, GIS Specialist: Bill Gardner, bgardner@schertz.com (210) 619-1185

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City of Schertz

2024 Annexations
Comal County
North of IH 35 N

200' Buffer
Municipal Boundary
Parcels
Annexation Parcels

N
W E
S

0 550 1,100 2,200 3,300 Feet



Key	Property ID	Address
1	168542	4741 PARKLANDS WAY
2	168463	4981 ECKHARDT RD
3	168453	5238 VILLAGE PARK
4	168454	5234 VILLAGE PARK
5	168455	5230 VILLAGE PARK
6	168456	5226 VILLAGE PARK
7	168457	5222 VILLAGE PARK
8	168458	5218 VILLAGE PARK
9	168459	5214 VILLAGE PARK
10	168508	4763 PARKLANDS WAY
11	168486	5205 NATURE PATH
12	168487	5209 NATURE PATH
13	168488	5213 NATURE PATH
14	168489	5217 NATURE PATH
15	168490	5221 NATURE PATH
16	168491	5225 NATURE PATH
17	168492	5229 NATURE PATH
18	168493	5233 NATURE PATH
19	168494	5237 NATURE PATH
20	168495	5241 NATURE PATH
21	168496	5245 NATURE PATH
22	168497	5249 NATURE PATH
23	168498	4801 PARK GLEN
24	168499	4805 PARK GLEN
25	168510	5210 NATURE PATH
26	168511	5216 NATURE PATH
27	168512	5222 NATURE PATH
28	168513	5226 NATURE PATH
29	168514	5230 NATURE PATH
30	168515	5234 NATURE PATH
31	168516	5238 NATURE PATH
32	168517	5242 NATURE PATH
33	185807	4877 PARK GLEN
34	185808	4881 PARK GLEN
35	185809	5150 PARNELL
36	192485	5146 PARNELL
37	185811	5142 PARNELL
38	185812	5138 PARNELL
39	185813	5134 PARNELL
40	185814	5130 PARNELL
41	185815	5126 PARNELL
42	185818	5135 PARNELL
43	185819	5139 PARNELL
44	185820	5143 PARNELL
45	185847	5154 PARNELL
46	168435	4651 ECKHARDT RD
47	168421	4905 ARROW RIDGE
48	168422	4901 ARROW RIDGE
49	168423	4904 ARROW RIDGE
50	168424	4908 ARROW RIDGE
51	168425	4912 ARROW RIDGE
52	185767	4915 VILLAGE PARK
53	185768	4911 VILLAGE PARK
54	185769	4907 VILLAGE PARK
55	185770	4903 VILLAGE PARK
56	185771	4902 VILLAGE PARK
57	185790	4906 VILLAGE PARK
58	185772	4908 VILLAGE PARK
59	185777	4842 PARK LEAF
60	185778	4846 PARK LEAF
61	185779	4850 PARK LEAF
62	185780	4851 PARK LEAF
63	185792	4847 PARK LEAF
64	185781	4843 PARK LEAF
65	185791	4855 PARK LEAF
66	168437	4846 PARKLANDS WAY
67	185872	4871 PARKLANDS WAY
68	185873	4874 PARK CAPE
69	185869	4878 PARK CAPE
70	185870	4882 PARK CAPE
71	185871	4886 PARK CAPE
72	185874	4890 PARK CAPE
73	185897	4900 PARK CAPE
74	185898	4904 PARK CAPE
75	193289	4187 ISLAND RUN
76	193290	5102 GARDEN FIELD
77	193304	5106 GARDEN FIELD
78	193291	5110 GARDEN FIELD
79	193292	5114 GARDEN FIELD
80	193293	5118 GARDEN FIELD
81	193294	5122 GARDEN FIELD
82	193295	5126 GARDEN FIELD
83	193296	4174 GARDEN PATH
84	193305	5208 PARK OVERLOOK

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

Last update: April 3, 2024

City of Schertz, GIS Specialist: Bill Gardner, bgardner@schertz.com (210) 619-1185

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City of Schertz

2024 Annexations
Guadalupe County &
Comal County South of IH 35 N

200' Buffer
Municipal Boundary
Parcels
Annexation Parcels

N
W E
S

0 550 1,100 2,200 3,300 Feet

Agenda No. 10.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**July 16, 2024**
Department:	**Executive Team**
Subject:	**Ordinance 24-A-46- Consider a request for voluntary annexation of approximately 3.1-acres, known as Comal County Property Identification Number 78946 Comal County, Texas.** ***Final Reading*** **(B.James/L.Wood/E.Delgado)**

BACKGROUND

The City Council conducted a public hearing on June 4, 2024 and unanimously approved Ordinance 24-A-46 on first reading. The City Council conducted a public hearing on July 2, 2024 and tabled the item.

Annexation of land into the City's corporate limits may be voluntary or involuntary. The Texas Local Government Code (LGC) provides requirements and outlines the annexation process based on the annexation type. The proposed annexations are voluntary based on the Delayed Annexation Development Agreements that were originally entered into in 2010 and 2011 and the extensions that were offered in 2020 and 2021 thus Chapter 43, Subchapter C-3 of the Texas Local Government Code applies. The City's Unified Development Code (UDC) Section 21.4.8 includes provisions for processing of voluntary annexation requests.

In 2010 and 2011 the City of Schertz entered into Delayed Annexation Development Agreements with property owners based on Texas Local Government Code Section 43.016. Per the agreements that were signed and executed specifically Section 5. Term; Annexation at End of Term stipulates that ten (10) years after the effective date of the agreement the property is to be annexed into the City of Schertz.

In 2020 and 2021 the City of Schertz City Council authorized the City Manager and Staff to offer Development Agreement Extensions based on the nationwide and statewide declaration of public health emergency in relation to COVID -19. In addition, to the Development Agreement Extensions would allow City staff to complete the Comprehensive Land Use Plan update which would be utilized when zoning the annexed properties. These extensions would provide the same rights as previously established in the original agreements but would delay the annexation of the properties to a later date. The prohibition on annexations would be in effect until January 1, 2024, at which time the City of Schertz would begin annexation proceedings and conclude them no later than December 31, 2024.

At this time, the first date identified in the agreement (January 1, 2024) has passed. Additionally, with the approval of Ordinance 24-S-06, the Comprehensive Land Use Plan has officially been adopted and can be utilized for zoning cases moving forward. Per the Development Agreement Extensions, City staff started the annexation and zoning process in accordance with the extensions in the fall of 2023. Resolution 24-R-41 approved by City Council on April 16, 2024 accepted petitions for voluntary annexation of 25 properties, approximately 507-acres within Comal County and 14 properties, approximately 387- acres within Guadalupe County. Ordinance 24-A-46, if approved, would annex Comal County Property Identification Number 78946, which was part of Resolution

24-R-41, into the City of Schertz.

The Planning and Zoning Commission held a public hearing for the associated zoning for the subject property on May 8, 2024. The Planning and Zoning Commission meeting can be viewed on the City's YouTube site.

A public hearing notice was published on May 24, 2024, in the "San Antonio Express" for Ordinance 24-A-46. A public hearing notice was mailed to Comal ISD on May 24, 2024. Additionally, a public hearing notice was posted on the City of Schertz website on May 23, 2024.

Although the original notice encompassed all of the Comal and Guadalupe County parcels proposed for annexations, it has been determined that it is more appropriate for City Council to take action on each individual parcel separately. Comal County Property Identification Number 78946 was included as part of the notice that was published in the San Antonio Express News and posted on the City of Schertz website.

Under Texas Local Government Code Section 43.057, Staff finds that surrounding any area, but not including such area within the City limits through this annexation, is in the public's interest.

GOAL

To continue the voluntary annexation process in accordance with the Delayed Annexation Development Agreements and the Development Agreement Extensions.

COMMUNITY BENEFIT

Promote the safe, orderly, efficient development and ensure compliance with the City's vision of future growth.

SUMMARY OF RECOMMENDED ACTION

Staff recommends approval of Ordinance 24-A-46 for voluntary annexation of approximately 3.1-acres known as Comal County property identification number 78946.

FISCAL IMPACT

In accordance with Texas Local Government Code (LGC) Chapter 43, the City must provide services to the land on the effective date of the annexation. The subject properties have been proposed to be annexed into the City of Schertz since 2010 and 2011. The Development Agreement Extensions explicitly state that the properties will be annexed into the City of Schertz before December 31, 2024.

RECOMMENDATION

Approval of Ordinance 24-A-46.

The City Council conducted a public hearing on June 4, 2024 and unanimously approved Ordinance 24-A-46 on first reading. The City Council conducted a public hearing on July 2, 2024 and tabled the item.

Attachments

Ordinance 24-A-46

Annexation Presentation
Annexation Map

ORDINANCE NO. 24-A-46

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS PROVIDING FOR THE EXTENSION OF THE BOUNDARY LINES OF THE CITY OF SCHERTZ, TEXAS BY THE ANNEXATION OF APPROXIMATELY 3.1-ACRES, KNOWN AS COMAL COUNTY PROPERTY IDENTIFICATION NUMBER 78946, COMAL COUNTY, TEXAS.

WHEREAS, the City Council of the City of Schertz (the "City") has determined that it should annex the territory described on Exhibit A attached hereto and made a part hereof (the "Annexed Land"); and

WHEREAS, the Annexed Land is located entirely within the extraterritorial jurisdiction of the City, is contiguous to the corporate boundaries of the City (or is deemed to be contiguous, pursuant to Section 43.016 of the Texas Local Government Code, as amended), and may be annexed pursuant to Chapter 43 of the Texas Local Government Code, as amended; and

WHEREAS, Texas Local Government Code Section 43.0671 authorizes the City of Schertz to extend its City limit boundaries through the voluntary annexation of area adjacent to those boundaries upon petition of a landowner; and

WHEREAS, a public hearing notice was published in the San Antonio Express News on May 24, 2024 for the hearing on June 4, 2024; and

WHEREAS, on April 16, 2024 the City Council considered the request for voluntary annexation, and adopted Resolution 24-R-41 accepting a petition for voluntary annexation; and

WHEREAS, the City Council finds that surrounding any area, but not including such area within the City limits, through this annexation is in the public's interest pursuant to Texas Local Government Code section 43.057; and

WHEREAS, the City Council finds that the Annexed Land is suitable, and it is in the best interest of the City and the citizens and inhabitants thereof that the Annexed Land be annexed to and made a part of the City.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

Section 1. The City hereby annexes the Land described in Exhibit A.

Section 2. The Annexed Land shall be included within the City's corporate limits effective on the effective date of this Ordinance, and all taxable property in the Annexed Land shall hereafter bear its pro rata part of the taxes levied by the City, subject to allowable exemptions.

Section 3. The land and territory more particularly described as that portion of the tract of land described in Exhibit A, attached hereto and incorporated herein by reference shall be part of the City of Schertz, Texas and inhabitants thereof shall be entitled to all of the rights and privileges as citizens and shall be bound by the acts, ordinances, resolutions, and regulations of the City of Schertz, Texas.

Section 4. A service plan outlining the provisions of necessary municipal service to the properties described in Exhibit A is hereby approved and the implementation of said plan is hereby authorized. Such plans are attached hereto and incorporated herein as Exhibit B.

Section 5. The City manager is hereby authorized and directed to take appropriate action to have the official map of the City revised to reflect the additions to the City's Corporate Limits and the City Secretary is hereby authorized and directed to provide appropriate notice to the State of Texas and the County of Guadalupe of this annexation.

Section 6. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 7. All ordinances and codes, or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters resolved herein.

Section 8. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 9. If any provision of this Ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City hereby declares that this Ordinance would have been enacted without such invalid provision.

Section 10. It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 11. This Ordinance shall be effective upon the date of final adoption hereof and any publication required by law.

Section 12. This Ordinance shall be cumulative of all other ordinances of the City of Schertz, and this Ordinance shall not operate to repeal or affect any other ordinances of the City of Schertz except insofar as the provisions thereof might be inconsistent or in

conflict with the provisions of this Ordinance, in which event such conflicting provisions, if any, are hereby repealed.

PASSED ON FIRST READING, the _____day of _____ 2024.

PASSED, APPROVED and ADOPTED ON SECOND READING, the _____day of _____, 2024.

CITY OF SCHERTZ, TEXAS

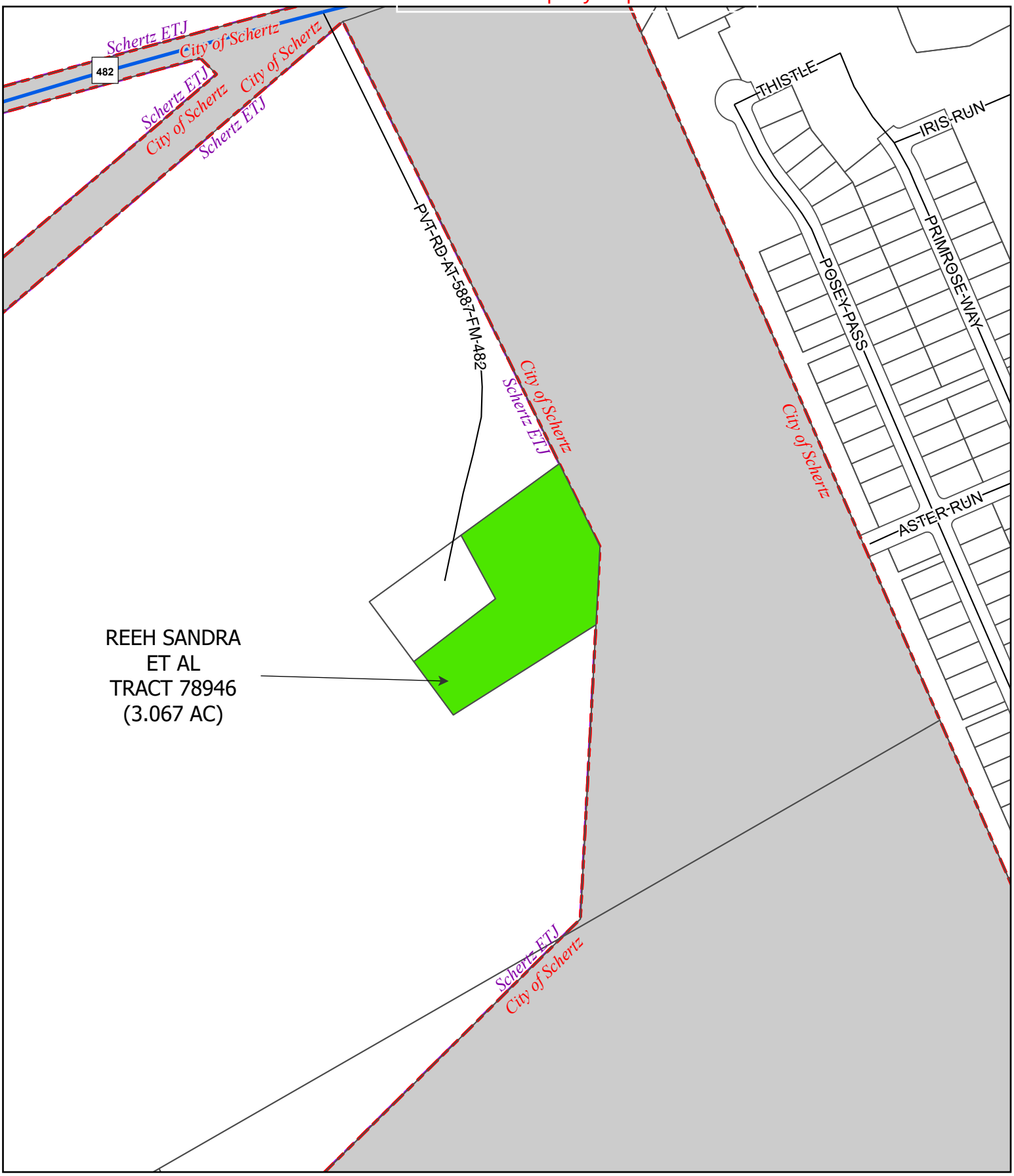
_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheila Edmondson, City Secretary

Exhibit “A”: Property Depiction

Exhibit "A": Property Depiction



SCHERTZ

City of Schertz

Annexation Parcels

Schertz Municipal Boundary

Last Update: April 11, 2024

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

0 150 300 600 900 Feet

Exhibit “B”: Service Plan

SERVICE PLAN
CITY OF Schertz, TEXAS

SERVICE PLAN FOR ANNEXATION OF
Comal County, Property Id: 78946

Upon annexation of the area identified above and as identified on Exhibit A, the City of Schertz will provide City services utilizing methods by which it extends services to any other equivalent area of the City.

SERVICES PROVIDED BY THE EFFECTIVE DATE OF ANNEXATION

1. **Police Protection**

The City of Schertz, Texas and its Police Department will provide police protection to newly annexed areas at the same or similar level of service now being provided to other areas of the City with like topography, land use and population density as those found within the newly annexed areas. The Police Department will have the responsibility to respond to all dispatched calls for service or assistance within the newly annexed areas.

2. **Fire Protection and Emergency Medical Services**

The City of Schertz, Texas will provide fire protection to newly annexed areas at the same or similar level of service now being provided to other areas of the City, with like topography, land use and population density as those found within the newly annexed areas.

The City of Schertz, Texas will provide EMS services to newly annexed areas at the same or similar level of service now being provided to other areas of the City, with like topography, land use and population density as those found within the newly annexed areas.

3. **Maintenance of Water and Wastewater Facilities**

All water and wastewater facilities owned or maintained by the City of Schertz at the time of the proposed annexation shall continue to be maintained by the City of Schertz. All water and wastewater facilities which may be acquired subsequent to the annexation of the proposed areas shall be maintained by the City of Schertz to the extent of its ownership. The now existing water and wastewater mains at existing locations shall be available for the point of use extension based upon the City of Schertz standard extension policy now existing or as may be amended. Existing On-site sewerage systems may be maintained in accordance with the County's regulations.

4. **Solid Waste Collection**

Solid waste collection will be provided to citizens in the newly annexed areas at the same or similar level of service now being provided to other areas of the City with like topography, land use and density as those found within the newly annexed areas. The City may negotiate with annexed areas to allow continued services with an existing solid waste management provider. After the second anniversary of the annexation date, the City will impose fees and provide the service.

If areas with private roads and/or gates are arranged so that garbage may be collected without creating a safety hazard, the City, at its discretion, may collect the garbage provided proper indemnification is received from the community association or individual property owners. The City will then impose fees and provide the service. Garbage collection locations shall be subject to the approval of the Sanitation Manager. In the event the City does not collect garbage within the areas with private roads and/or gates, residents of these areas will not be billed for service after the two-year date.

5. **Maintenance of Roads and Streets**

Any and all public roads, streets or alleyways shall be maintained to the same degree and extent that other public roads, streets, and alleyways are maintained in areas of the City with like topography, land use and density as those found within the newly annexed areas. Private roads will remain under the ownership of the homeowners association and as such maintained by the association.

6. **Maintenance of Parks, Playgrounds, and Swimming Pools**

The City of Schertz, Texas is not aware of the existence of any publicly owned parks, playgrounds or swimming pools now located in the proposed areas of annexation. In the event any such parks, playgrounds, or swimming pools do exist and are public facilities, the City will maintain such areas and facilities to the extent and degree and to the same or similar level of service now being provided to other such areas and facilities within the corporate limits of the City with like topography, land use and density as those found within the newly annexed areas. Private facilities will remain under the ownership of the homeowners association and as such maintained by the association.

7. **Maintenance of any Publicly owned Facility, Building or Municipal Service**

The City of Schertz, Texas is not aware of the existence of any publicly owned facility, building, or other municipal service now located in the proposed areas of annexation. In the event any publicly owned facility, building, or other municipal service does exist and are public facilities, the City will maintain such areas and facilities to the extent and degree and to the same or similar level of service now being provided to other such areas and facilities within the corporate limits of the City with like topography, land use and density as those found within the newly annexed areas.

8. **Other Services**

The City of Schertz, Texas finds and determines that such services as planning, code enforcement, animal control, library, parks and recreation, court and general administration will be made available after the effective date of annexation at the same or similar level of service now being provided to other areas of the City with similar topography, land use and density as those found within the newly annexed areas.

CONSTRUCTION OF ANY CAPITAL IMPROVEMENTS TO BE COMPLETED WITHIN 2 ½ YEARS

1. **Police and Fire Protection and Solid Waste Collection**

The City of Schertz, Texas, finds and determines it is not necessary to acquire or construct any capital improvements within 2 ½ years of the effective date of the annexation of the particular annexed areas for the purpose of providing police protection, fire protection, emergency medical services or solid waste collection. The City finds and determines that it has at the present time adequate facilities and other resources to provide the same type, kind and level of service and protection which is presently being administered to other areas already incorporated in the City of Schertz, Texas with like topography, land use and population density as those found within the newly annexed areas.

2. **Water and Wastewater Facilities**

For the next 2 ½ years, the City of Schertz, Texas finds and determines that there is water and wastewater services available to the annexed areas pursuant to the City of Schertz extension policies.

3. **Roads and Streets**

The City of Schertz, Texas, finds and determines it is not necessary to acquire or construct any capital improvements within 2 ½ years of the effective date of the annexation of the particular annexed areas.

4. **Maintenance of Parks, Playgrounds, and Swimming Pools and Any Other Publicly Owned Facility, Building, or Service**

The City of Schertz, Texas, finds and determines it is not necessary to acquire or construct any capital improvements within 2 ½ years of the effective date of the annexation of the particular annexed areas for the purpose of parks maintenance, playgrounds, swimming pools and other publicly owned facility, building or service.

SPECIFIC FINDINGS

The City of Schertz, Texas, finds and determines that this proposed service plan will not provide any fewer services and will not provide a lower level of service in the areas being considered for annexation that were in existence in the proposed areas at the time immediately preceding the annexation process. Given the proposed annexation areas' topography, land utilization and population density, the service levels to be provided in the newly annexed areas will be equivalent to those provided to other areas of the City with similar characteristics.

TERMS

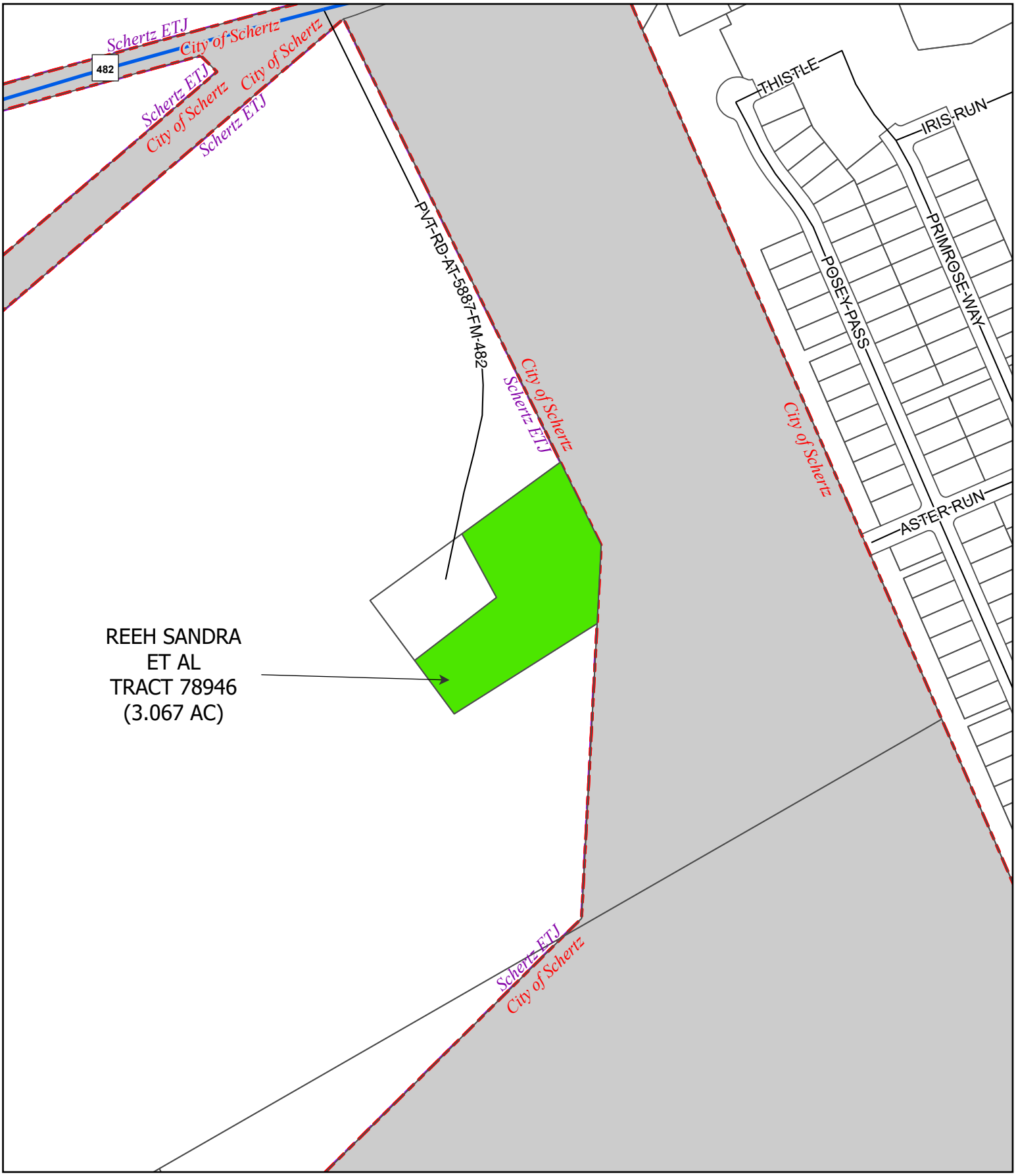
This plan shall be valid for a term of ten (10) years. Renewal of the Service Plan is at the discretion of the City of Schertz.

LEVEL OF SERVICE

Nothing in this plan shall require the City to provide a uniform level of full municipal services to each area of the City, including the annexed areas, if different characteristics of topography, land use, and population density are considered a sufficient basis for providing different levels of service.

AMENDMENTS

The plan shall not be amended unless public hearings are held in accordance with Chapter 43 of the Texas Local Government Code.



SCHERTZ

City of Schertz

Annexation Parcels

Schertz Municipal Boundary

Last Update: April 11, 2024

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0 150 300 600 900 Feet

Annexations-

Comal County and Guadalupe County

EMILY DELGADO| PLANNING MANAGER

SCHERTZ
COMMUNITY. SERVICE. OPPORTUNITY.

Background

Annexation of land into the City's corporate limits may be voluntary or involuntary. The Texas Local Government Code (LGC) provides requirements and outlines the annexation process based on the annexation type. The proposed annexations are voluntary based on the Delayed Annexation Development Agreements that were originally entered into in 2010 and 2011 and the extensions that were offered in 2020 and 2021 thus Chapter 43, Subchapter C-3 of the Texas Local Government Code applies. The City's Unified Development Code (UDC) Section 21.4.8 includes provisions for processing of voluntary annexation requests.

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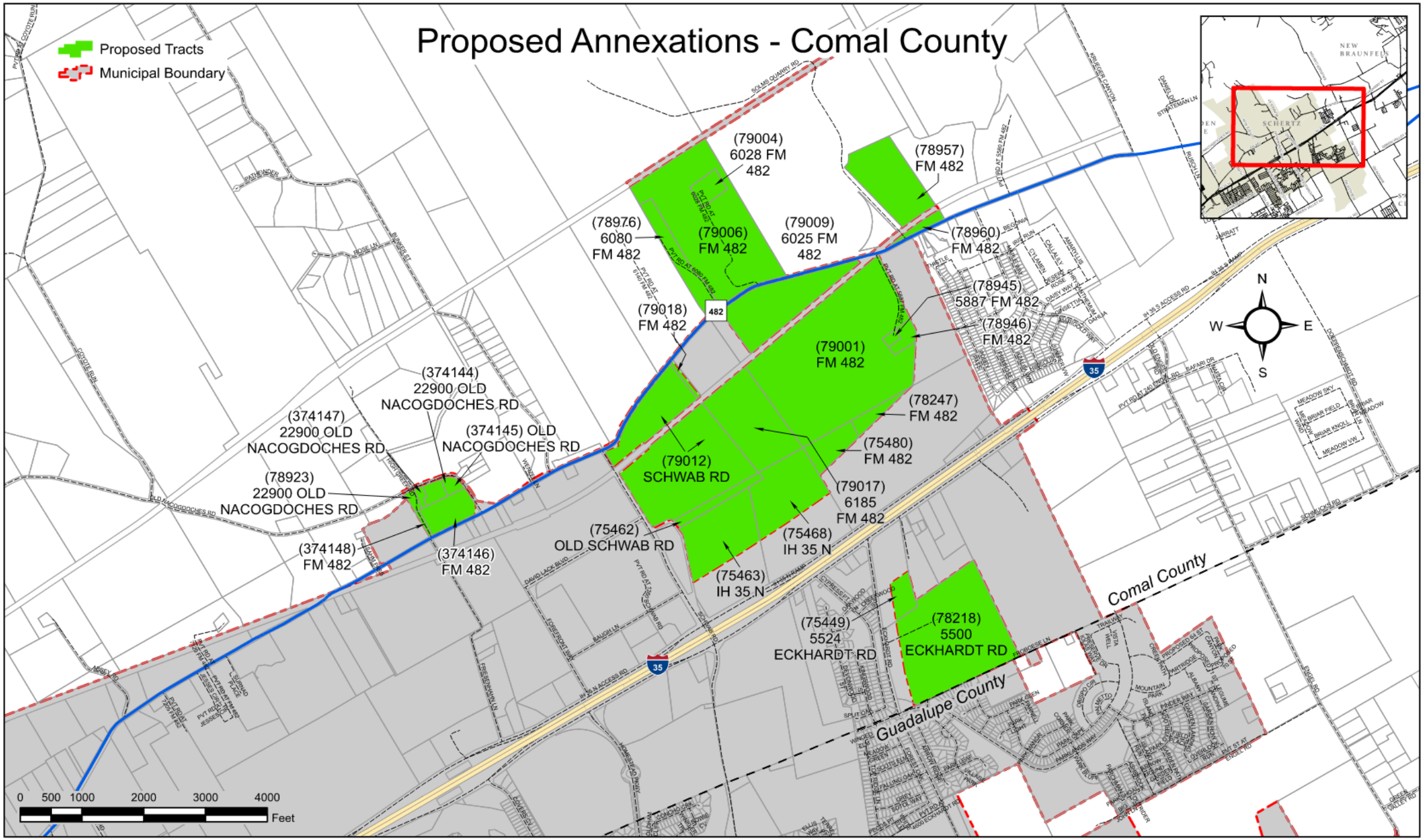
SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

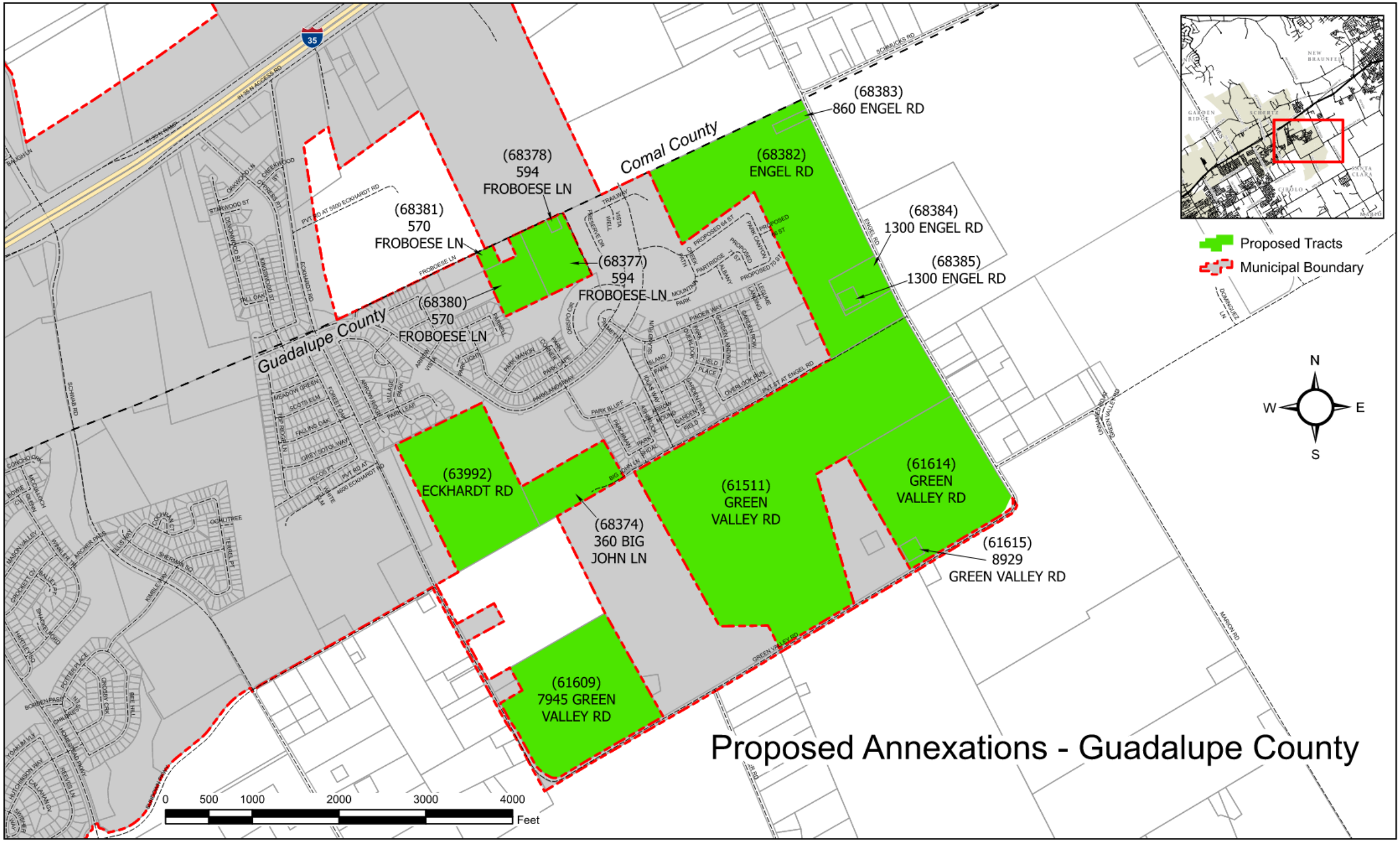
Background Continued

- In 2020 and 2021 the City of Schertz City Council authorized the City Manager and Staff to offer Development Agreement Extensions based on the nationwide and statewide declaration of public health emergency in relation to COVID -19. In addition, the Development Agreement Extensions would allow City staff to complete the Comprehensive Land Use Plan update which would be utilized when zoning the annexed properties. These extensions would provide the same rights as previously established in the original agreements but would delay the annexation of the properties to a later date. The prohibition on annexations would be in effect until January 1, 2024, at which time the City of Schertz would begin annexation proceedings and conclude them no later than December 31, 2024.
- At this time, the first date identified in the agreement (January 1, 2024) has passed. Additionally, with the approval of Ordinance 24-S-06, the Comprehensive Land Use Plan has officially been adopted and can be utilized for zoning cases moving forward. Per the Development Agreement Extensions, City staff started the annexation and zoning process in accordance with the extensions in the fall of 2023. Resolution 24-R-41 approved by City Council on April 16, 2024 accepted petitions for voluntary annexation of 25 properties, approximately 507-acres within Comal County and 14 properties, approximately 387- acres within Guadalupe County. The following Ordinances 24-A-27 through 24-A-65 if approved, would annex 25 properties within Comal County and 14 properties within Guadalupe County.
- The Planning and Zoning Commission held a public hearing for the associated zoning for the subject properties on May 8, 2024. The Planning and Zoning Commission meeting can be viewed on the City's YouTube site.

Background Continued

- A public hearing notice was published on May 24, 2024, in the "San Antonio Express" the annexation of properties in Comal and Guadalupe County. A public hearing notice was mailed to Comal ISD on May 24, 2024. Additionally, a public hearing notice was posted on the City of Schertz website on May 23, 2024.
- Although the original notice encompassed all of the Comal and Guadalupe County parcels proposed for annexations, it has been determined that it is more appropriate for City Council to take action on each individual parcel separately. This is why each individual parcel was listed separately on the City Council agenda and each will have its own public hearing and action.
- Under Texas Local Government Code Section 43.057, Staff finds that surrounding any area, but not including such area within the City limits through this annexation, is in the public's interest.


Proposed Annexations - Comal County
Proposed Tracts
Municipal Boundary
(79004)
6028 FM
482
(78957)
FM 482
(78976)
6080
FM 482
(79006)
FM 482
(79009)
6025 FM
482
(78960)
FM 482
(78945)
5887 FM 482
(78946)
FM 482
(79018)
FM 482
482
(79001)
FM 482
(374144)
22900 OLD
NACOGDOCHES RD
(374147)
22900 OLD
NACOGDOCHES RD
(374145) OLD
NACOGDOCHES RD
(78247)
FM 482
(79012)
SCHWAB RD
(75480)
FM 482
(78923)
22900 OLD
NACOGDOCHES RD
(79017)
6185
FM 482
(75462)
OLD SCHWAB RD
(75468)
IH 35 N
(374148)
FM 482
(374146)
FM 482
(75463)
IH 35 N
(75449)
5524
ECKHARDT RD
(78218)
5500
ECKHARDT RD
Comal County
Guadalupe County
N
W
E
S
35
0 500 1000 2000 3000 4000
Feet


(68383)
860 ENGEL RD
(68382)
ENGEL RD
(68384)
1300 ENGEL RD
(68385)
1300 ENGEL RD
(68378)
594
FROBOESE LN
(68381)
570
FROBOESE LN
(68377)
594
FROBOESE LN
(68380)
570
FROBOESE LN
Comal County
Guadalupe County
(63992)
ECKHARDT RD
(68374)
360 BIG
JOHN LN
(61511)
GREEN
VALLEY RD
(61614)
GREEN
VALLEY RD
(61615)
8929
GREEN VALLEY RD
(61609)
7945 GREEN
VALLEY RD
Proposed Tracts
Municipal Boundary
N
W
E
S
0
500
1000
2000
3000
4000
Feet
Proposed Annexations - Guadalupe County

Recommendation

Staff recommends approval of Ordinance 24-A-27 through Ordinance 24-A-65, for voluntary annexation of approximately 529-acres within Comal County and approximately 477- acres within Guadalupe County.

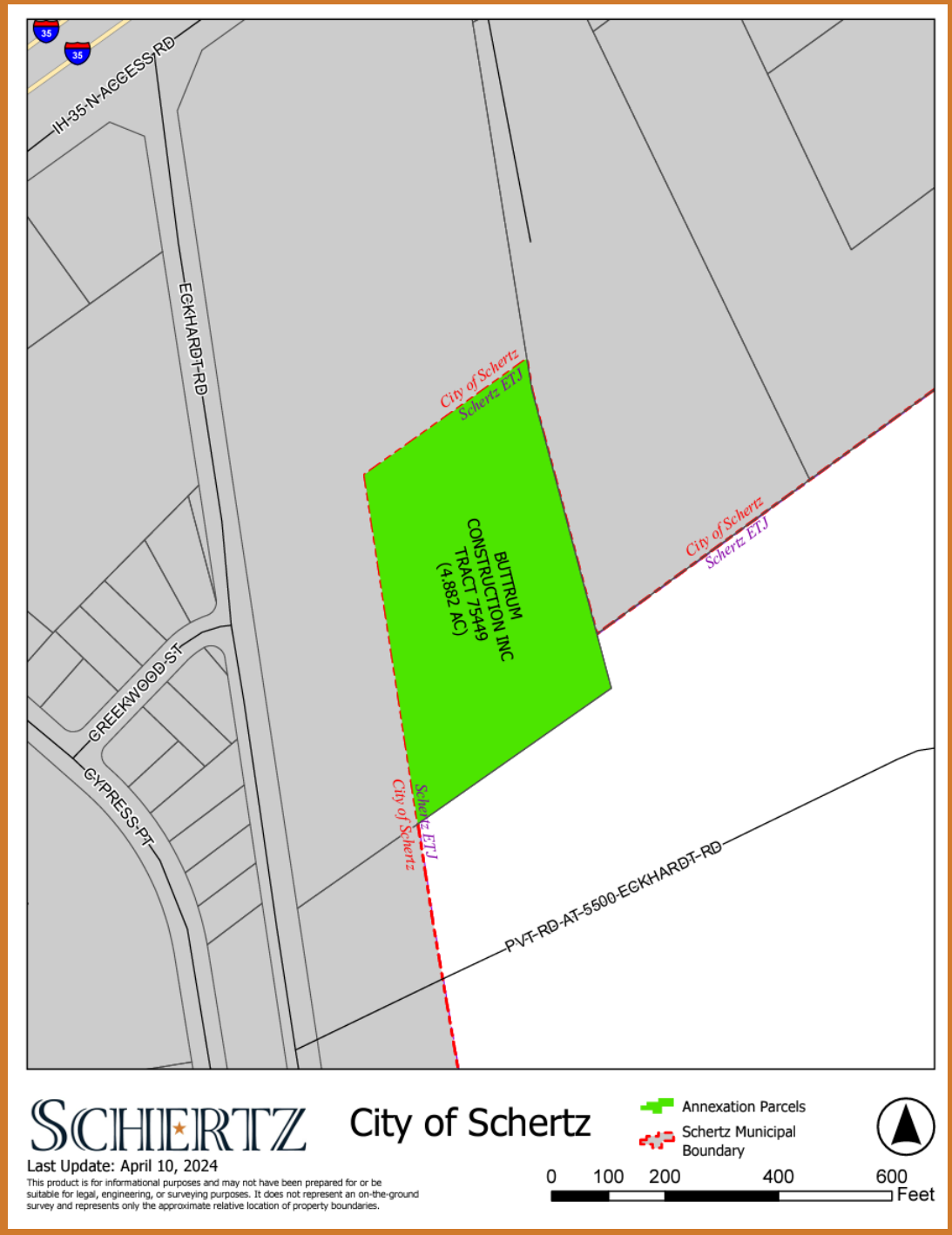
City Council

- City Council conducted individual public hearings on Ordinances 24-A-27 through Ordinance 24-A-65 on June 4, 2024.
- City Council unanimously approved each ordinance, Ordinances 24-A-27 through 24-A-65, at the June 4, 2024 City Council meeting, which can be viewed on YouTube.

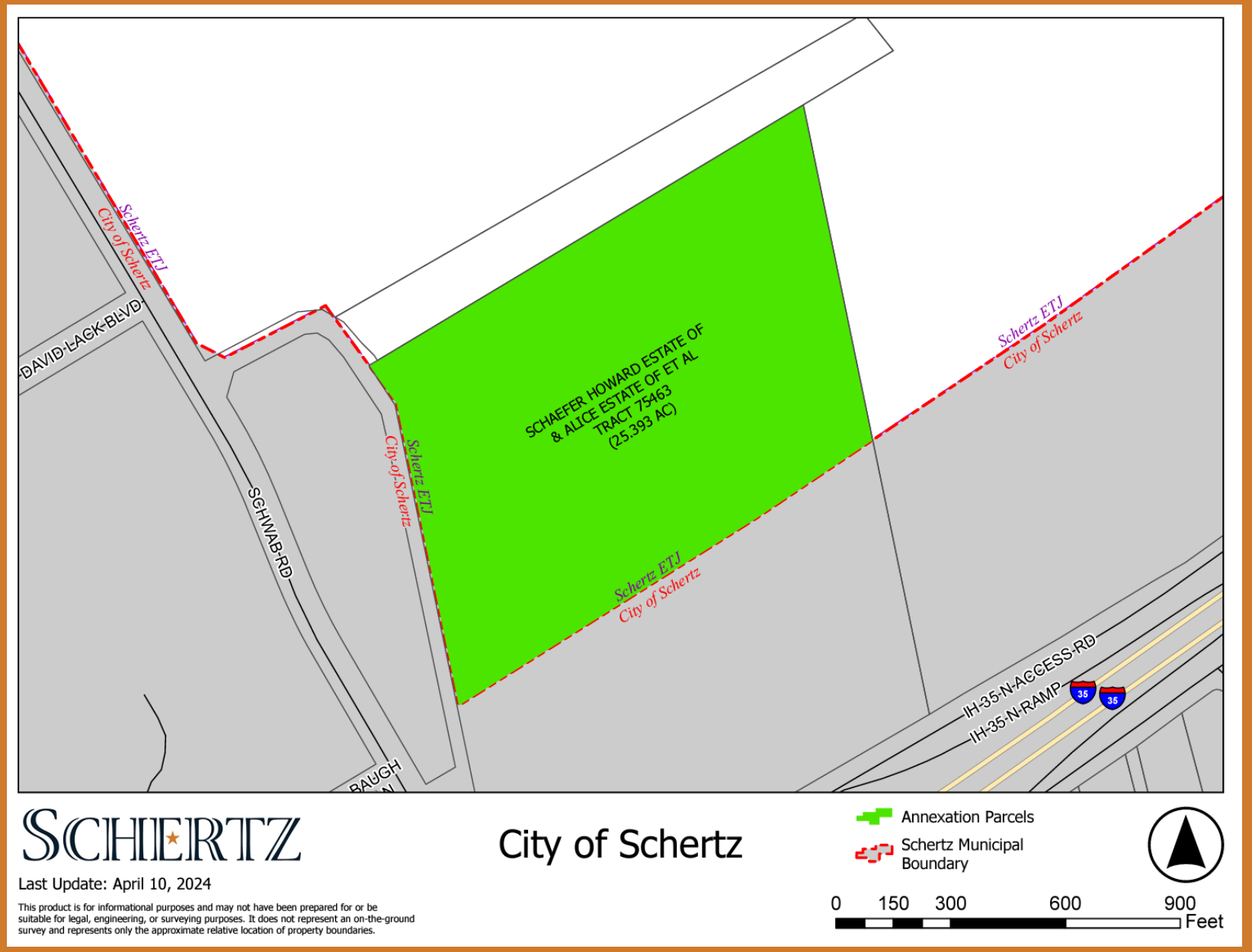
COMMENTS AND QUESTIONS

SCHERTZ
COMMUNITY. SERVICE. OPPORTUNITY.

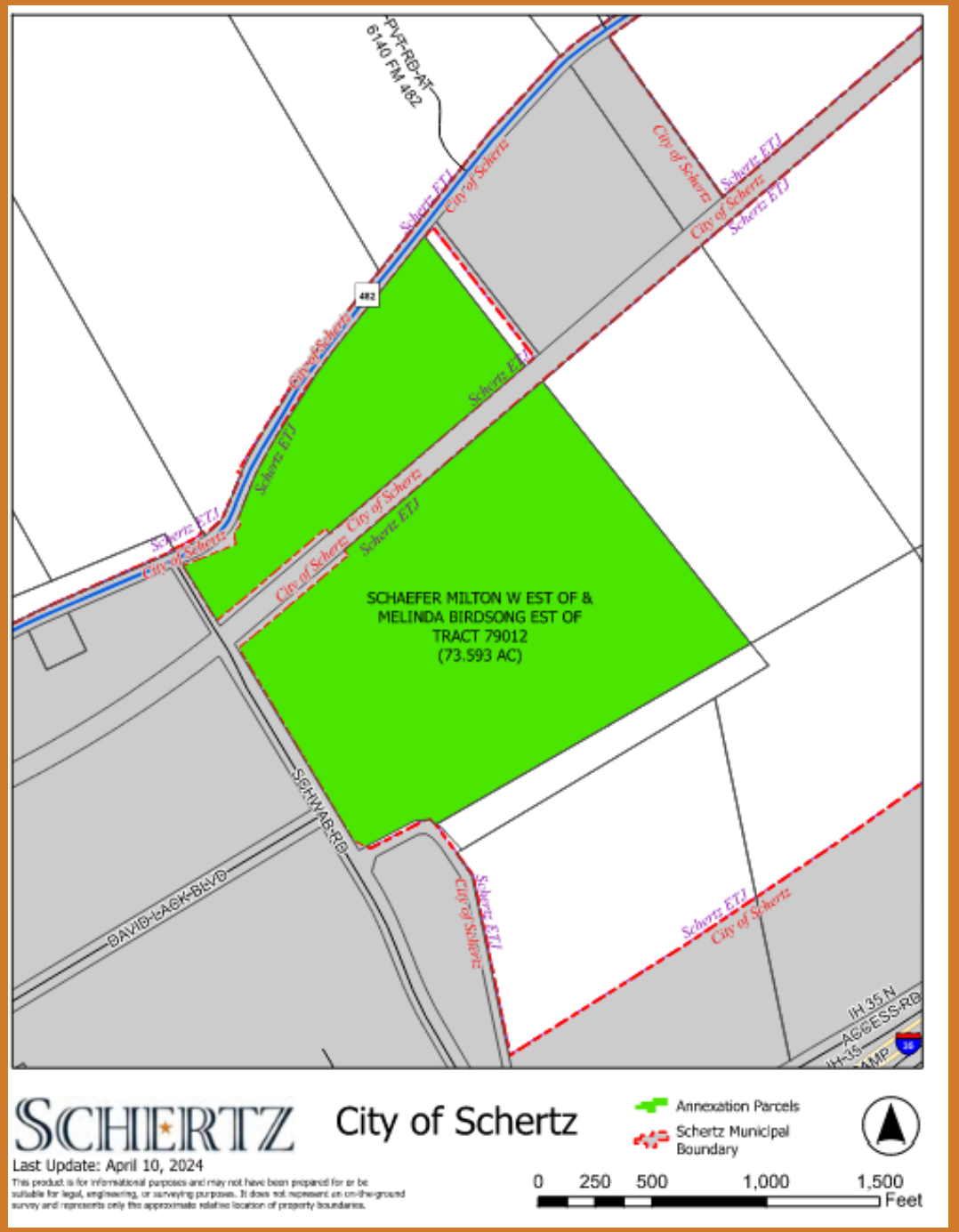
Comal County | Ordinance 24-A-27



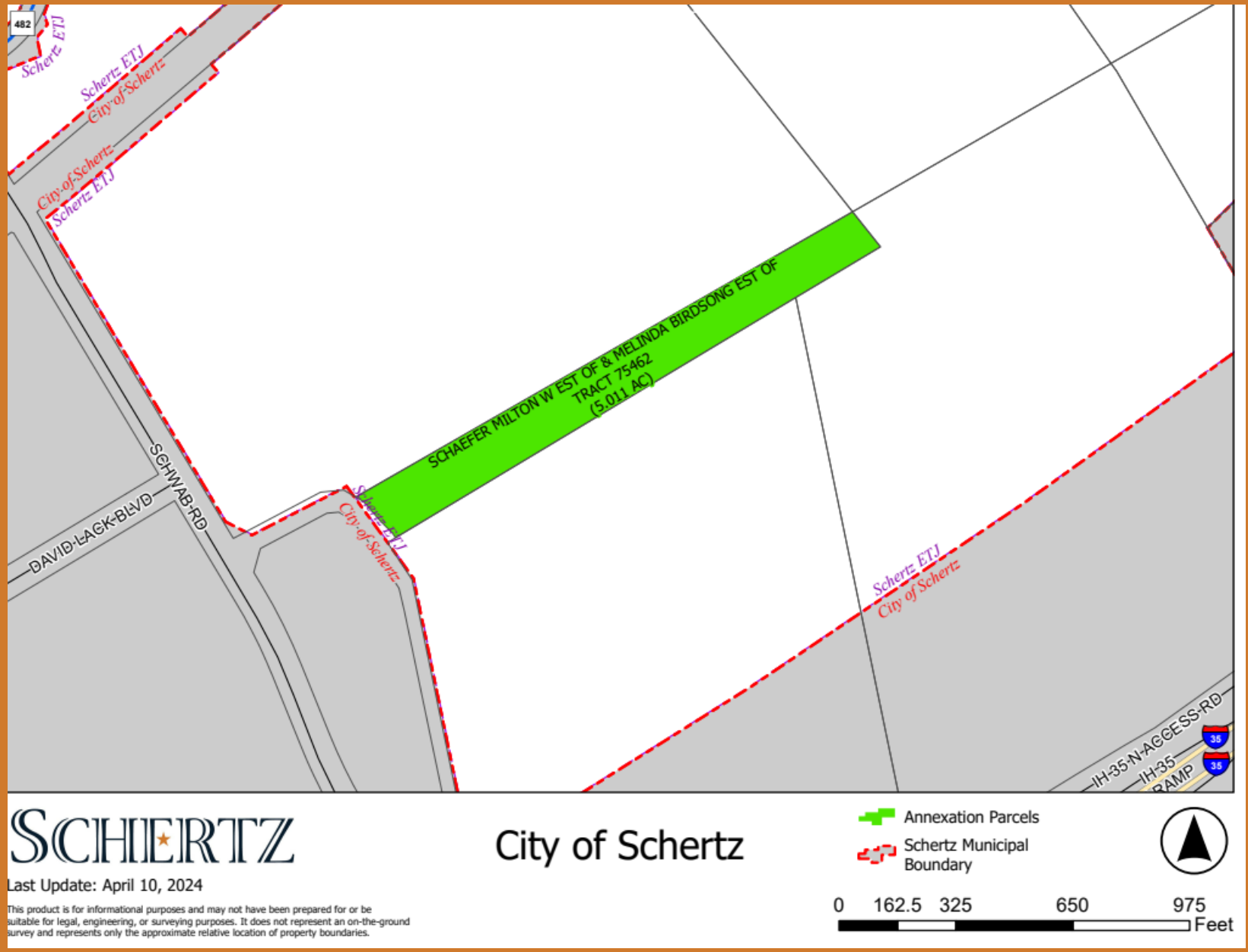
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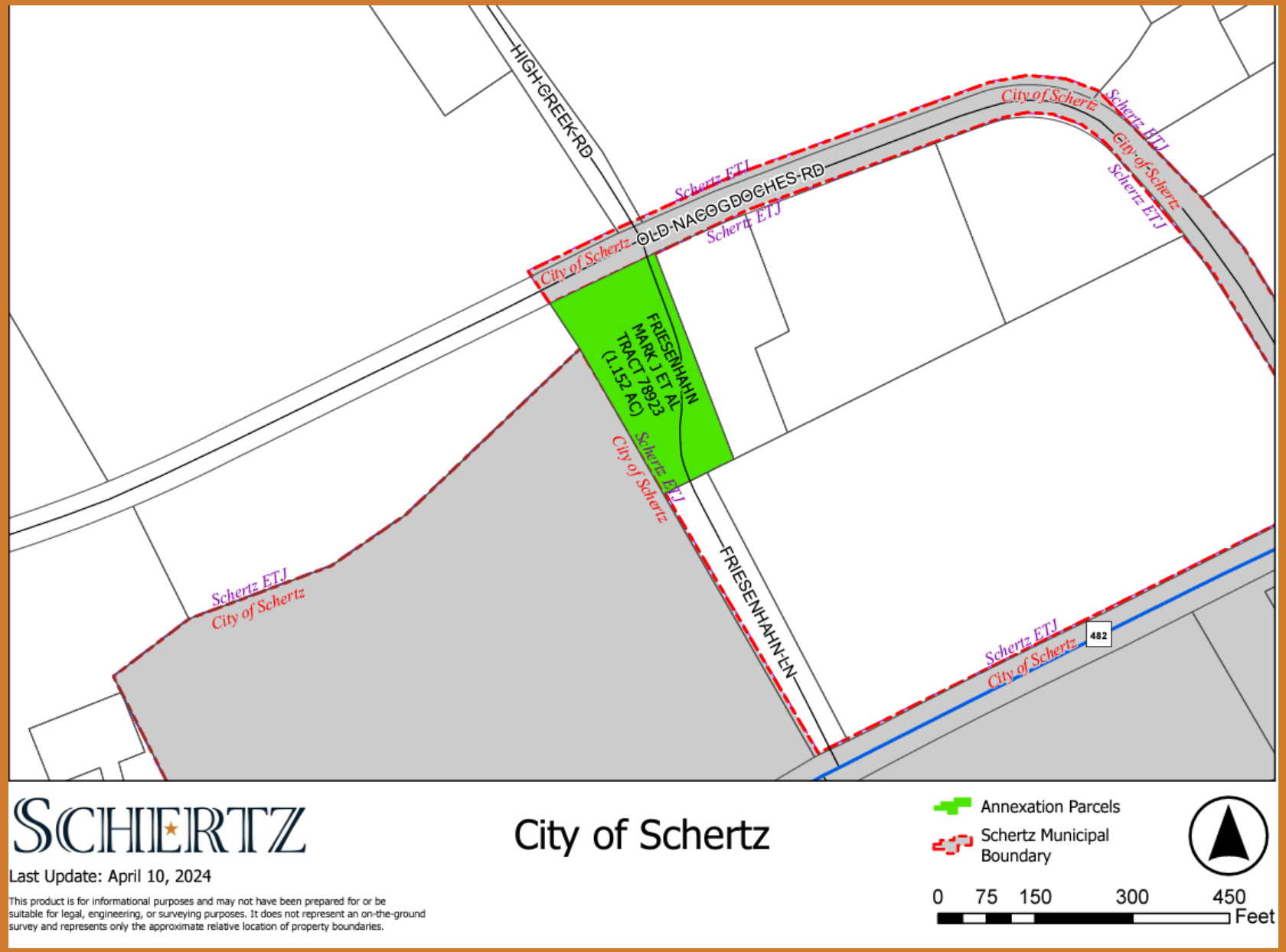
Comal County | Ordinance 24-A-29



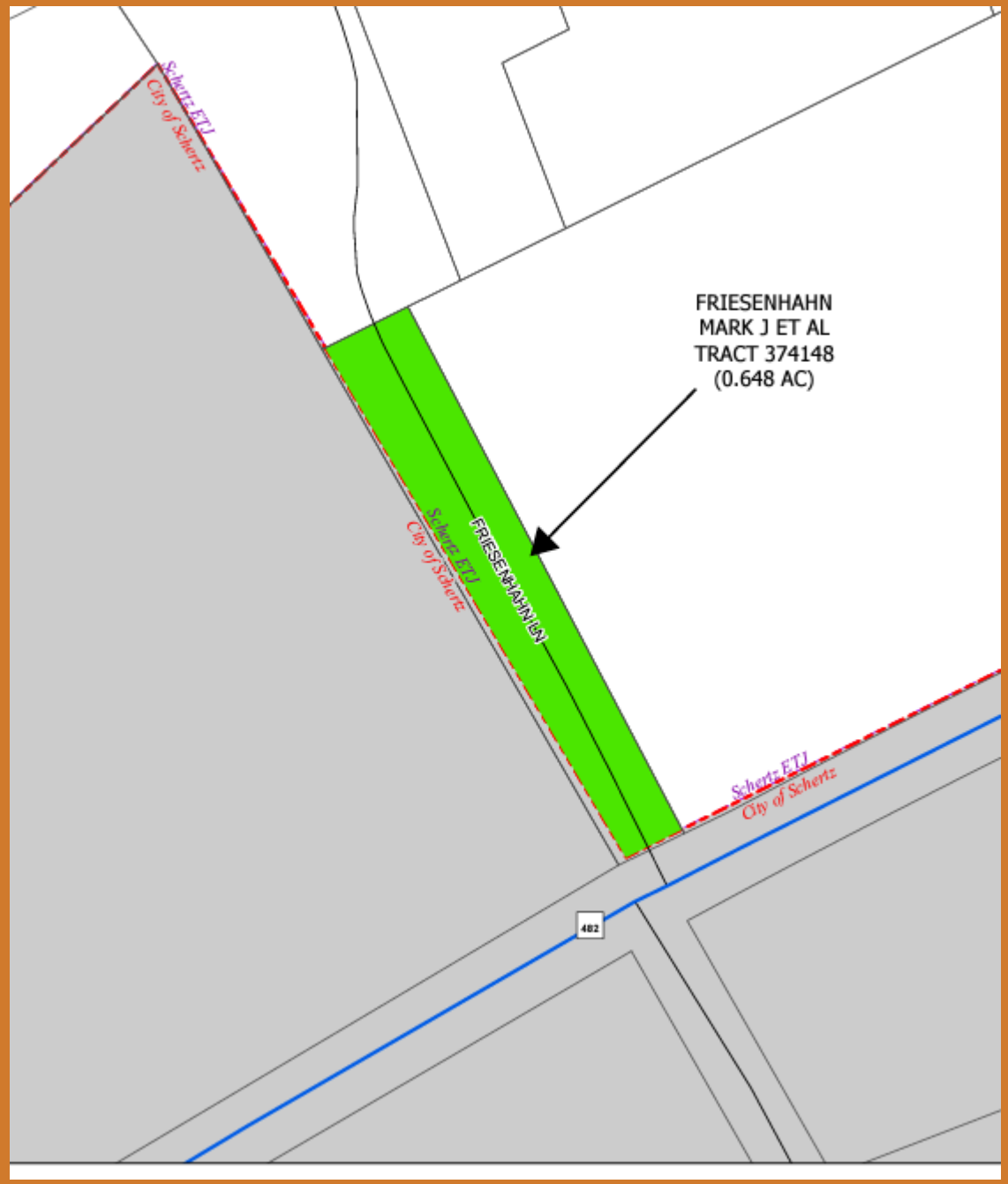
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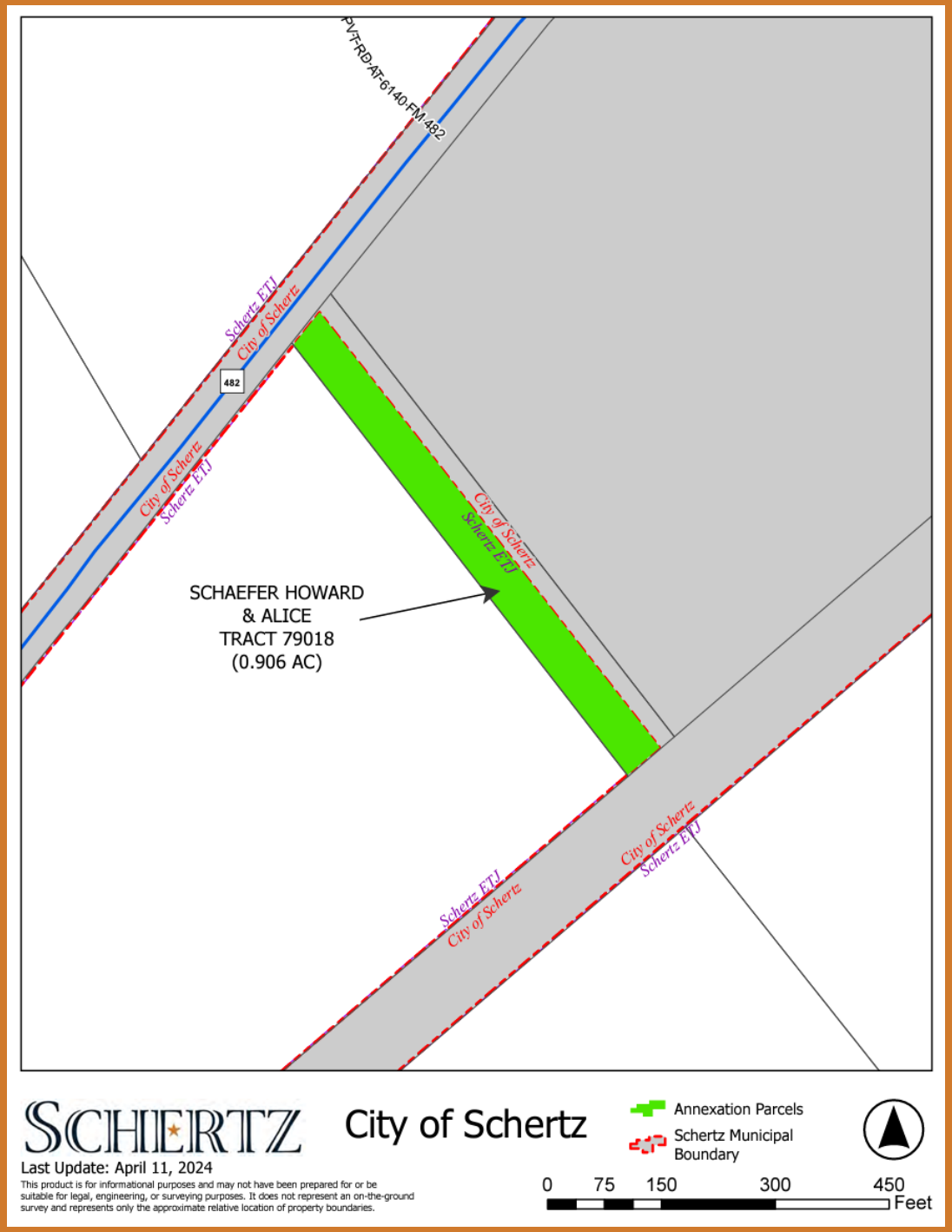
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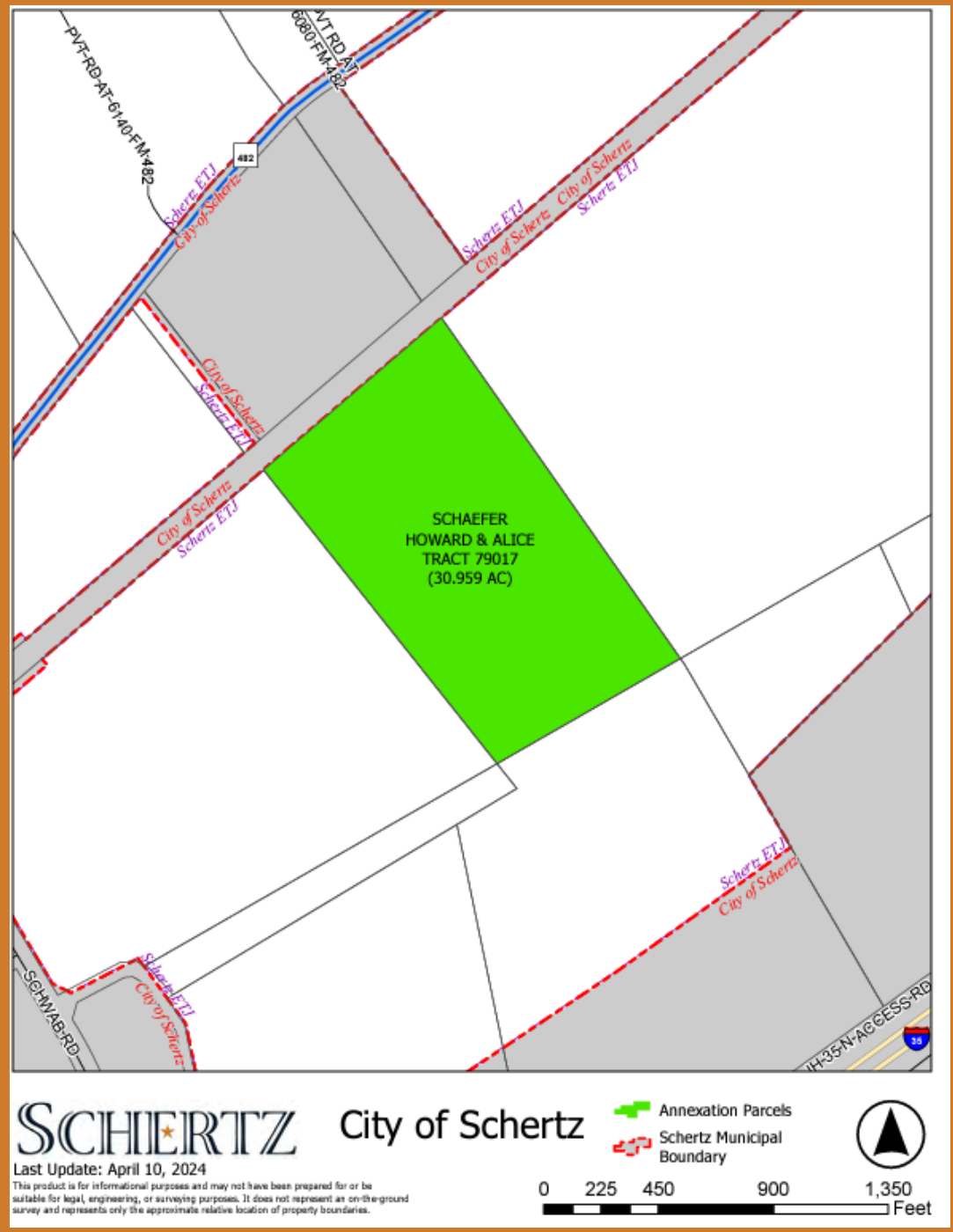
Comal County | Ordinance 24-A-32



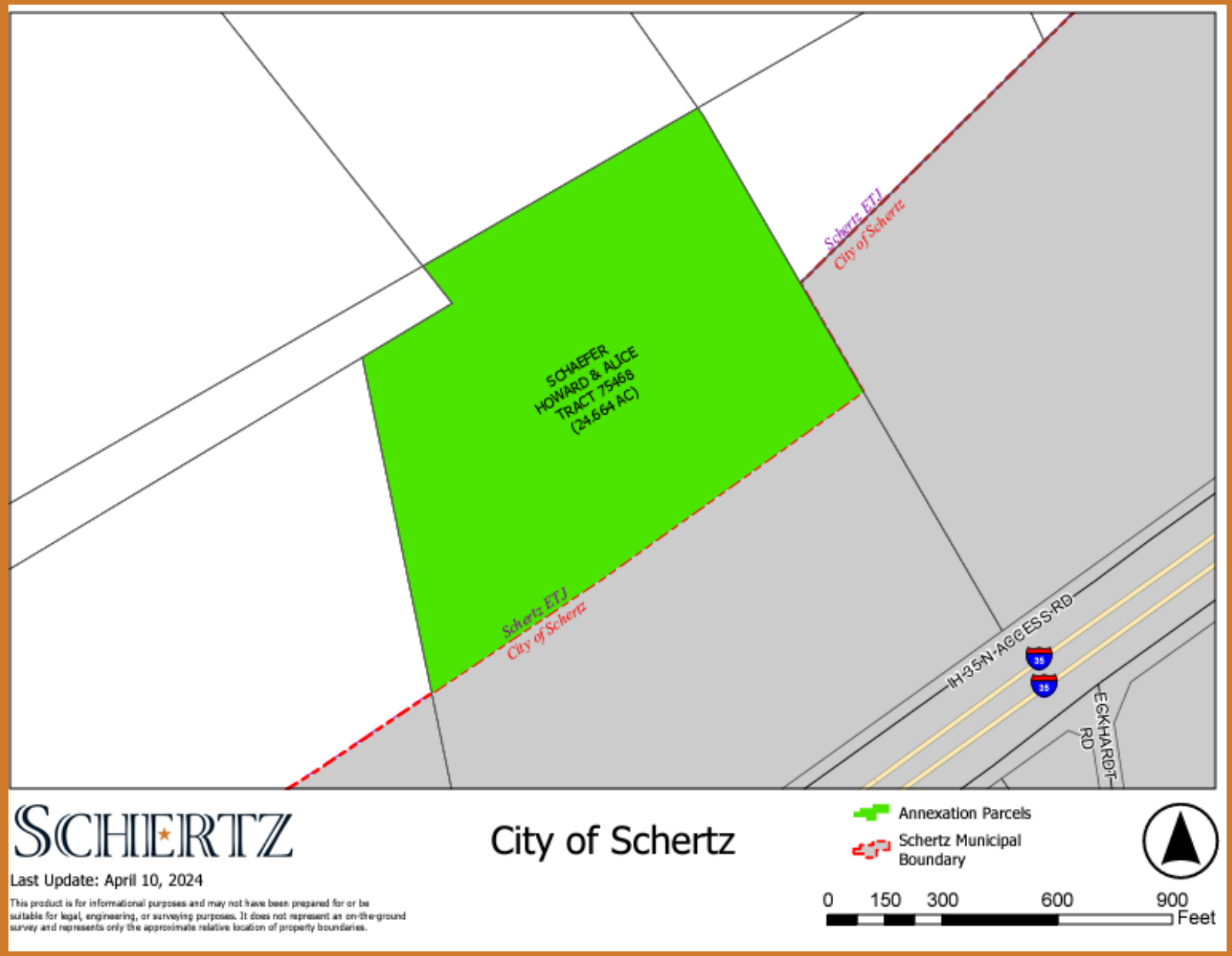
Comal County | Ordinance 24-A-33



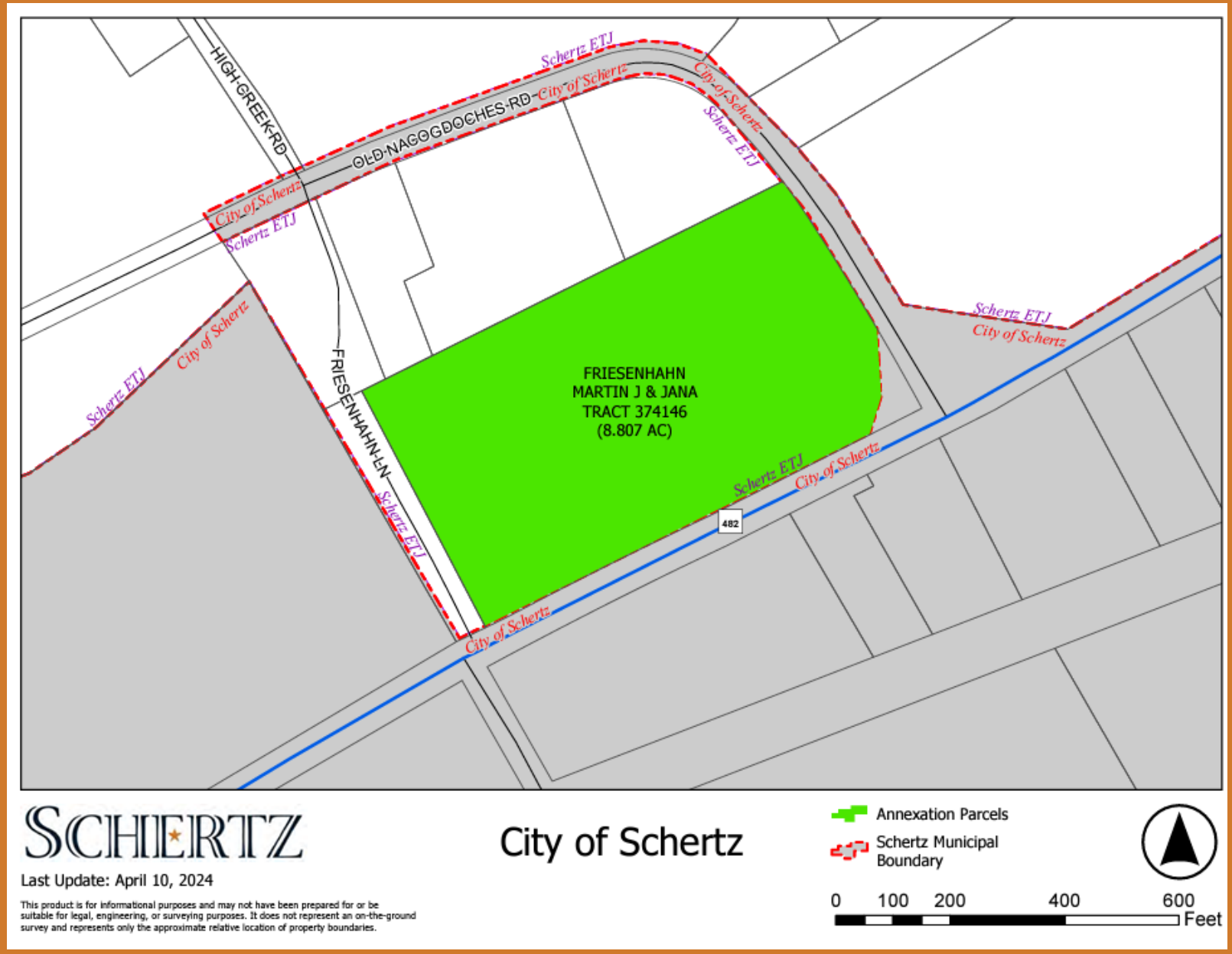
Comal County | Ordinance 24-A-34



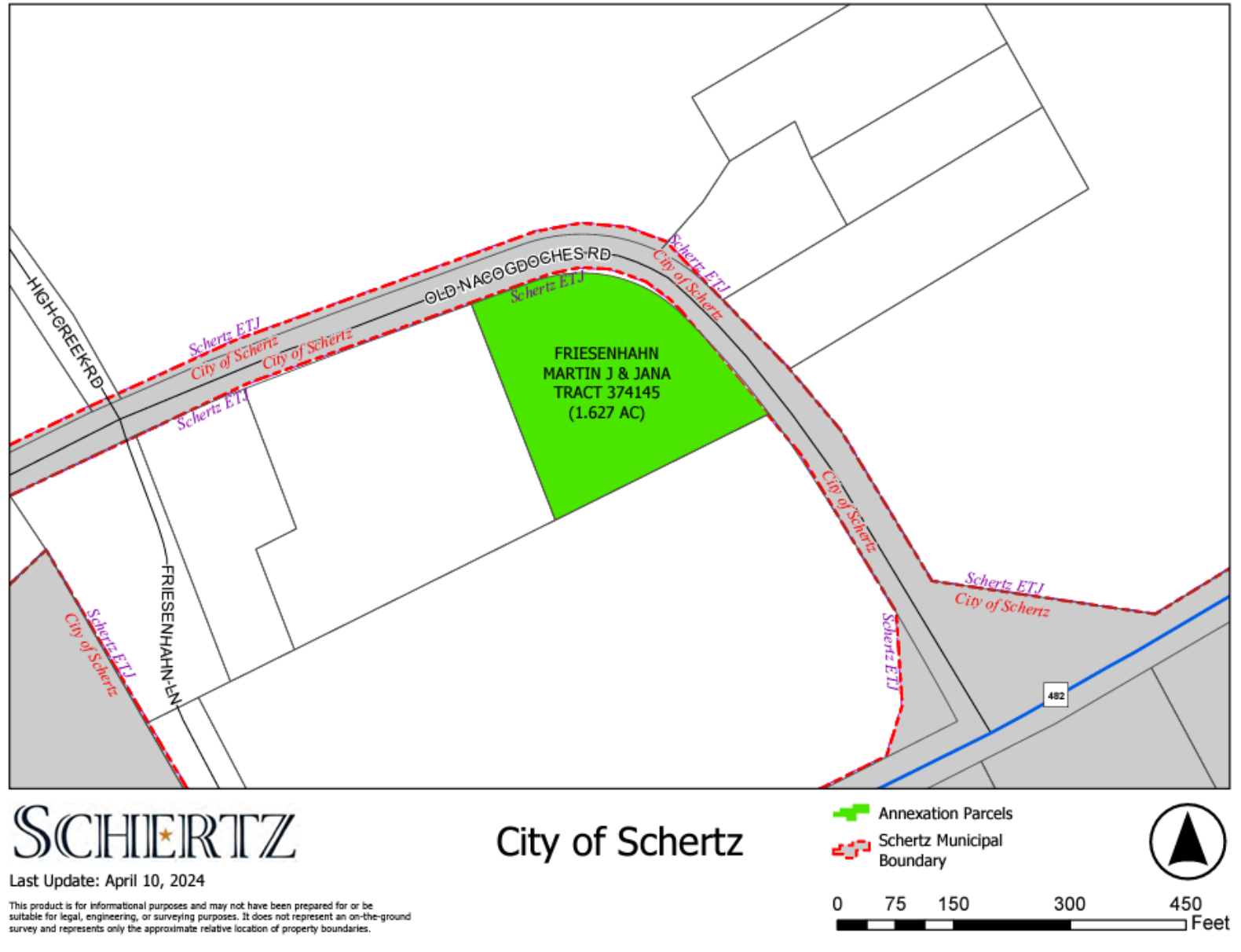
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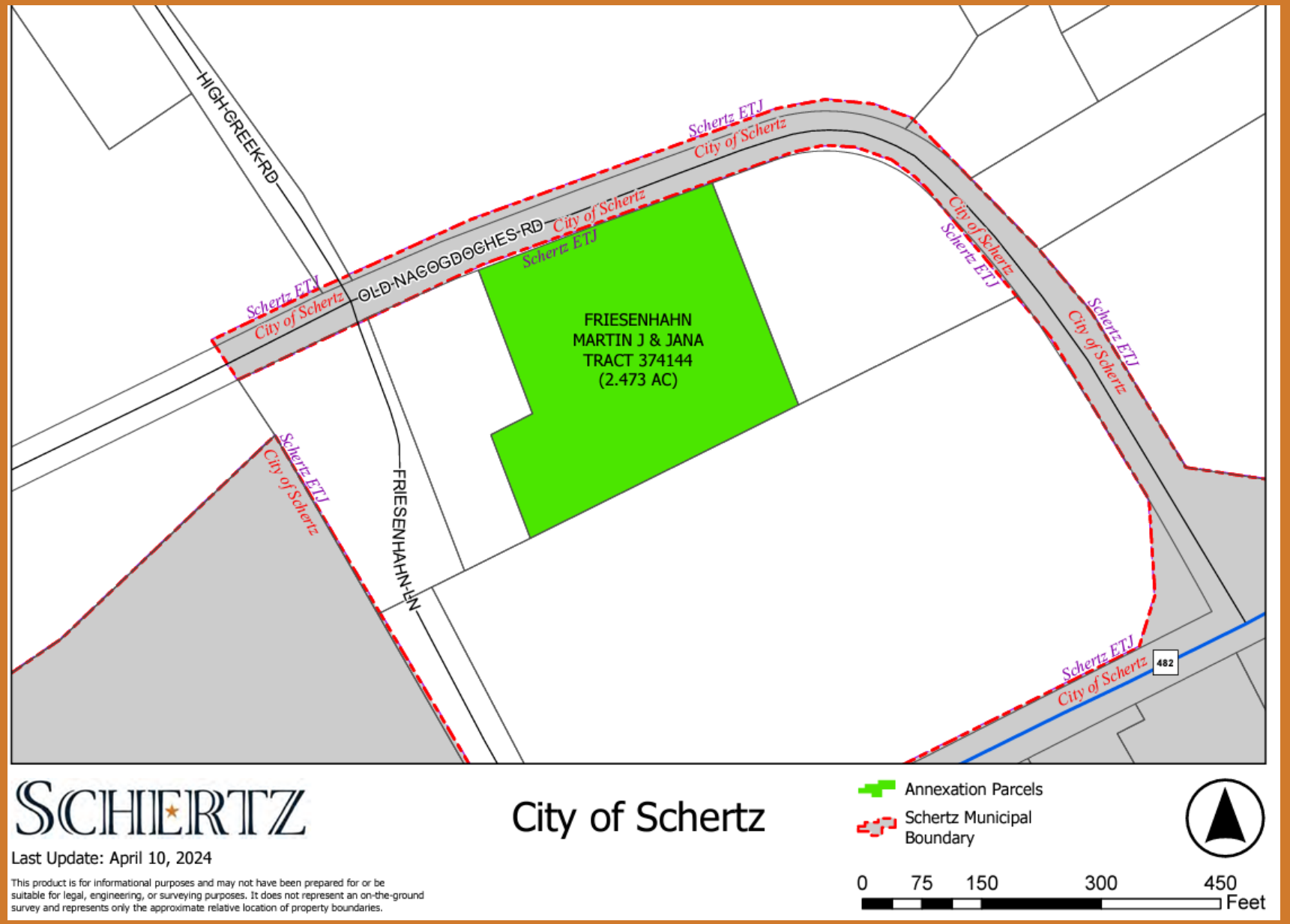
Comal County | Ordinance 24-A-36



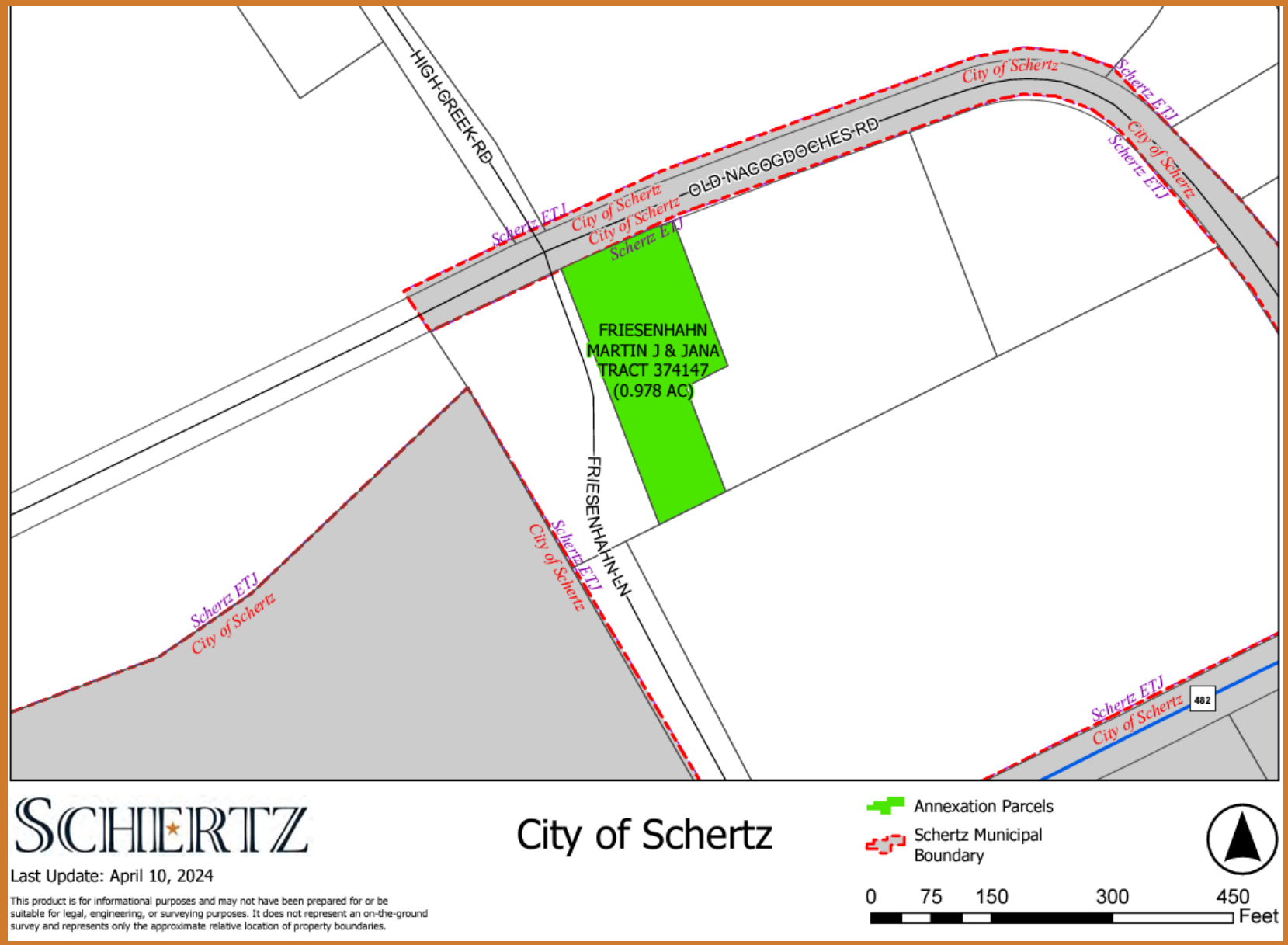
Comal County | Ordinance 24-A-37



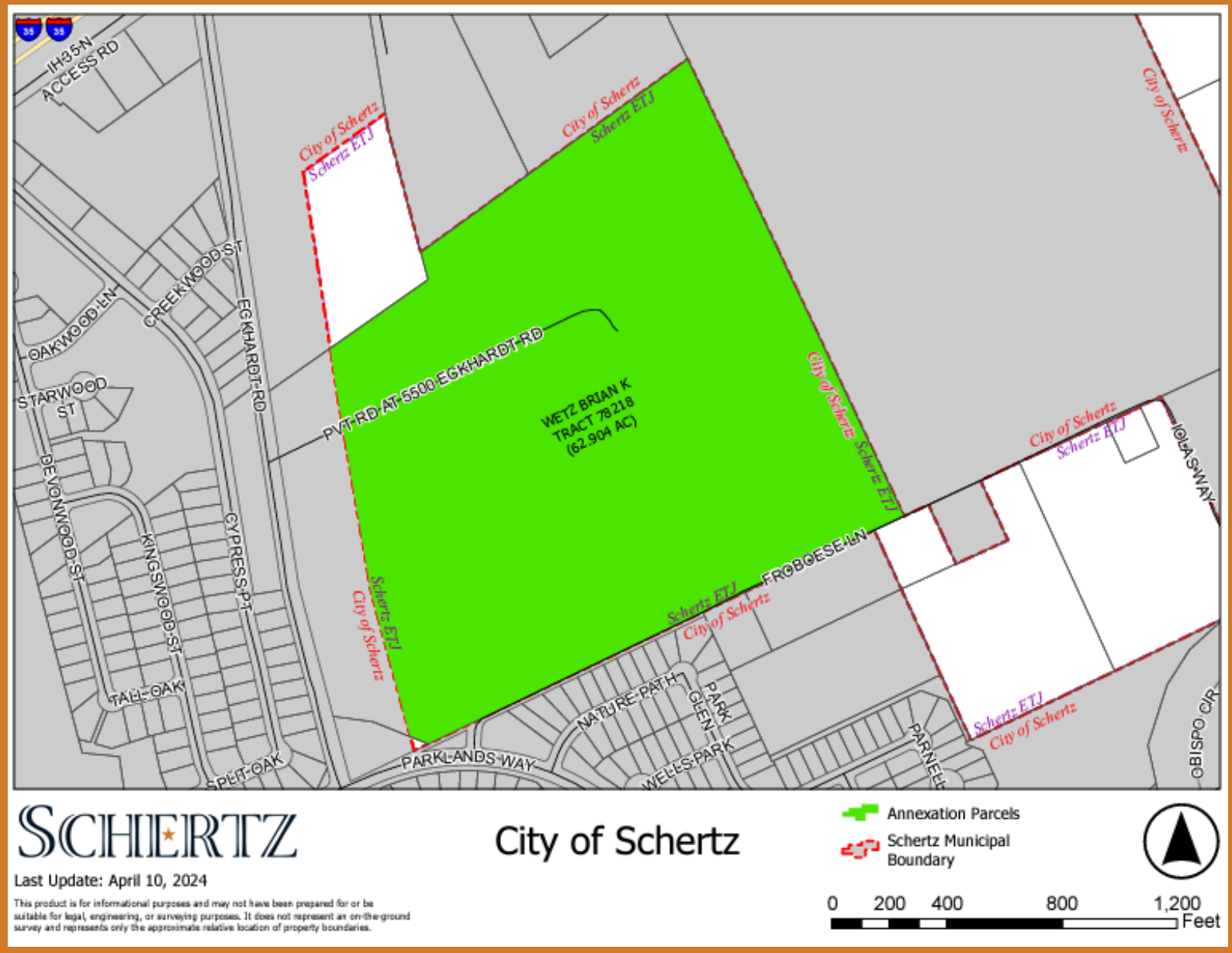
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Comal County | Ordinance 24-A-39



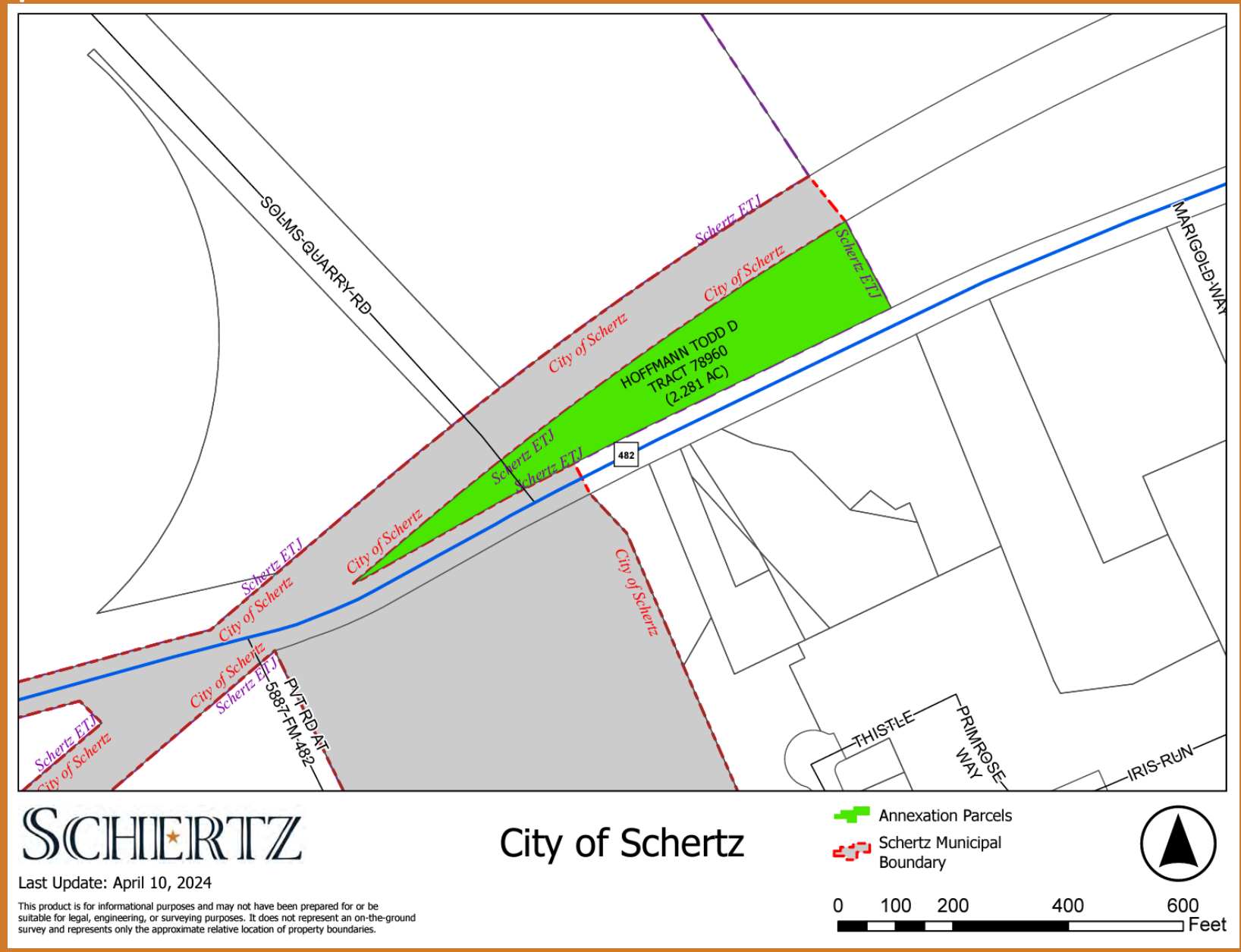
Comal County | Ordinance 24-A-40



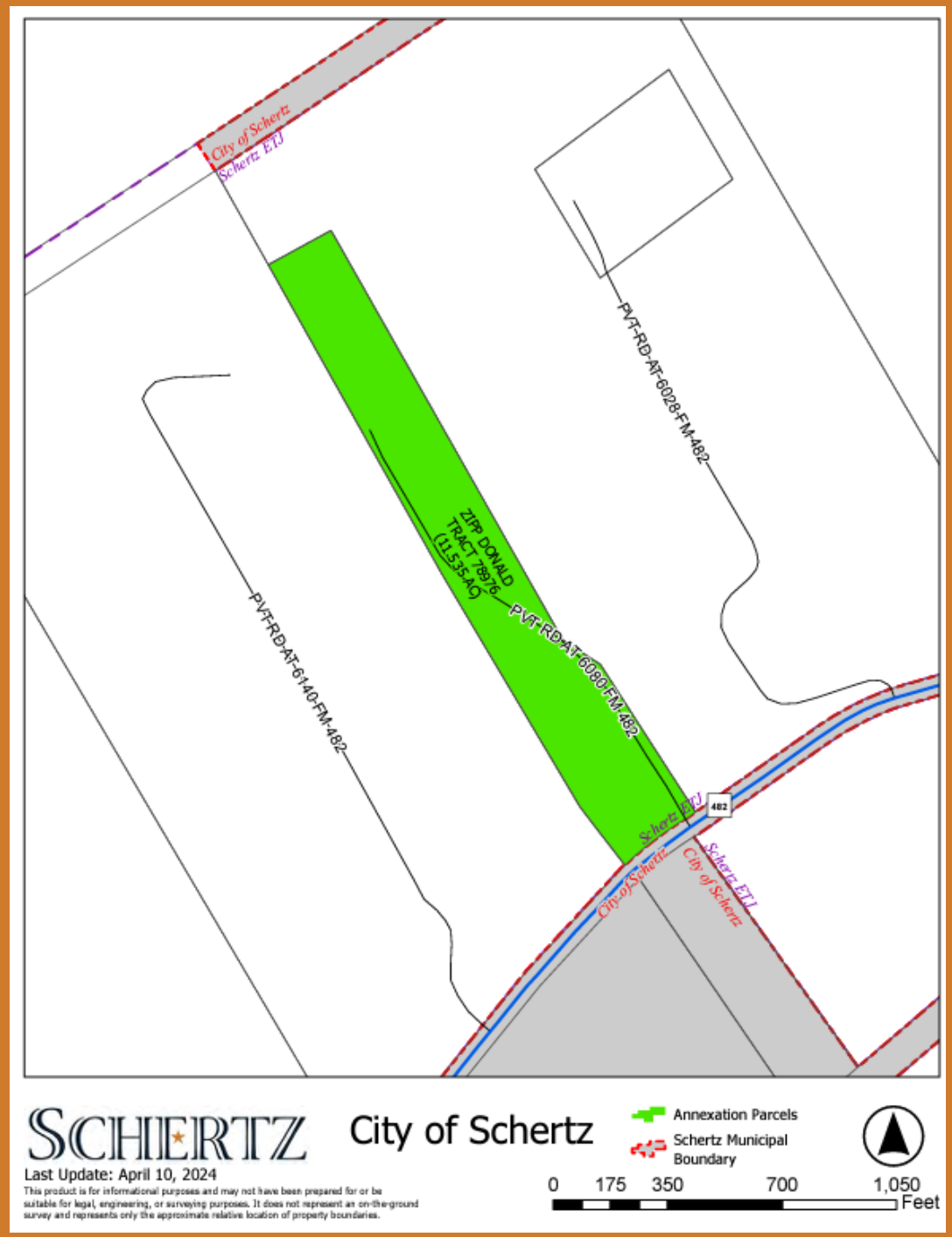
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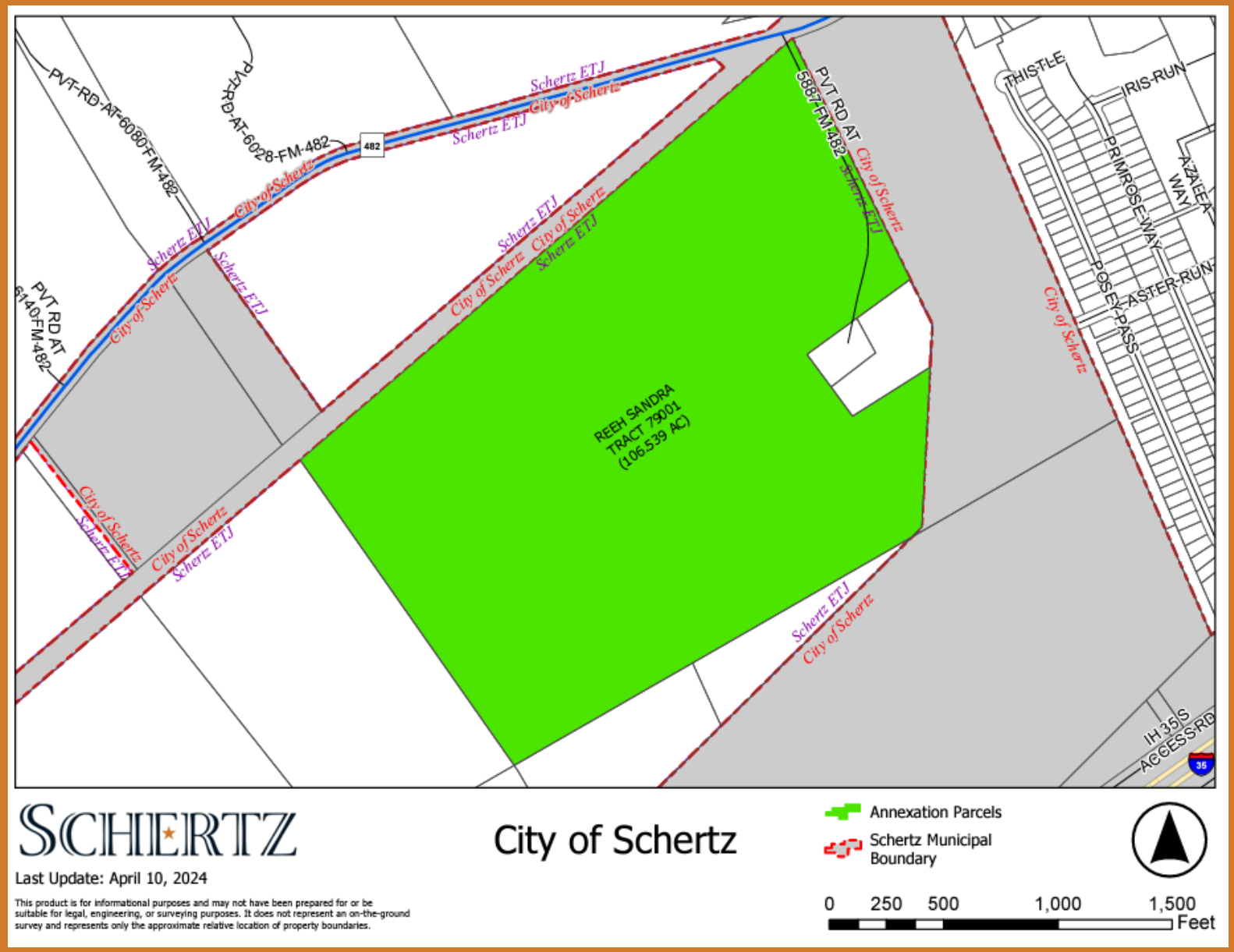
Comal County | Ordinance 24-A-42



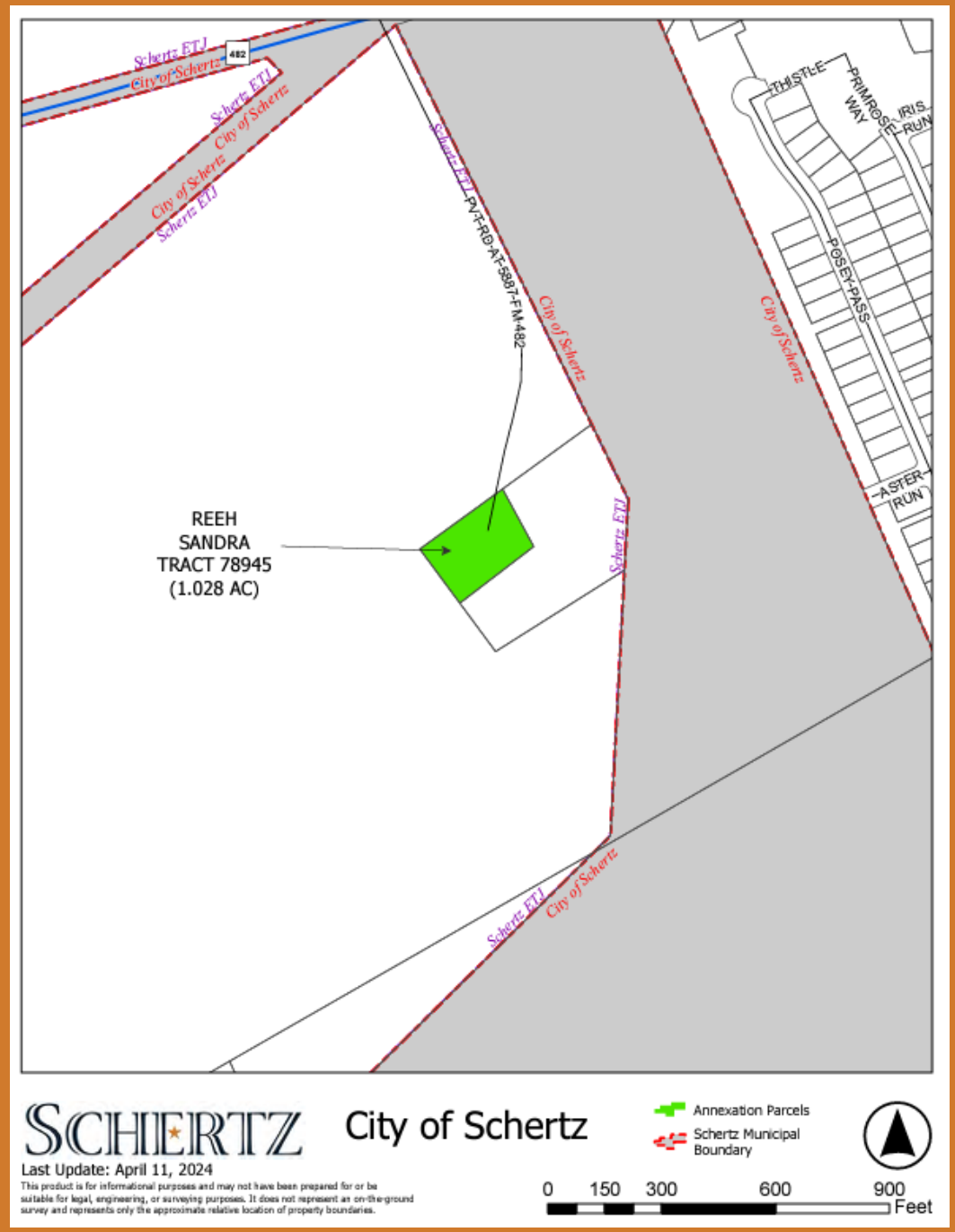
Comal County | Ordinance 24-A-43



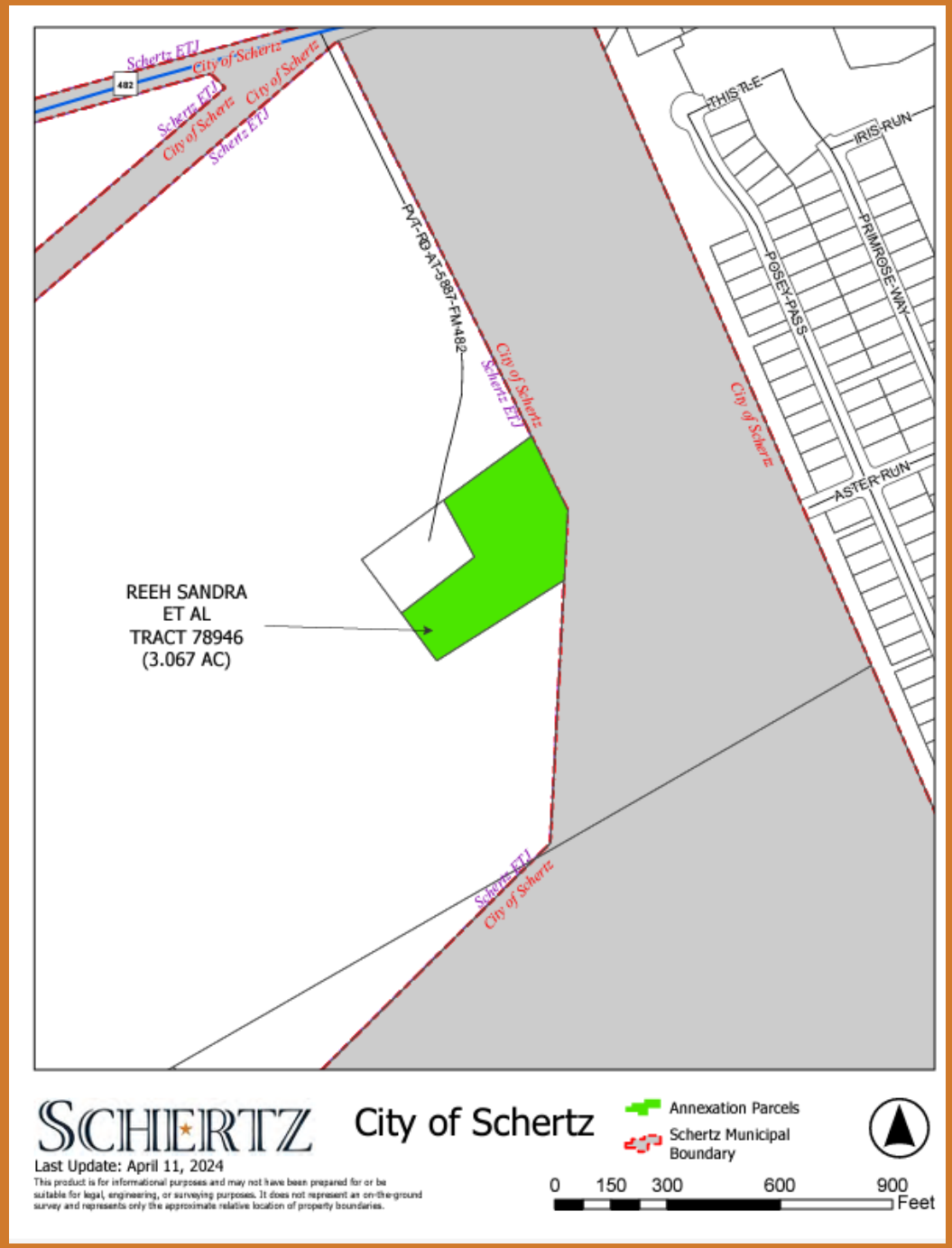
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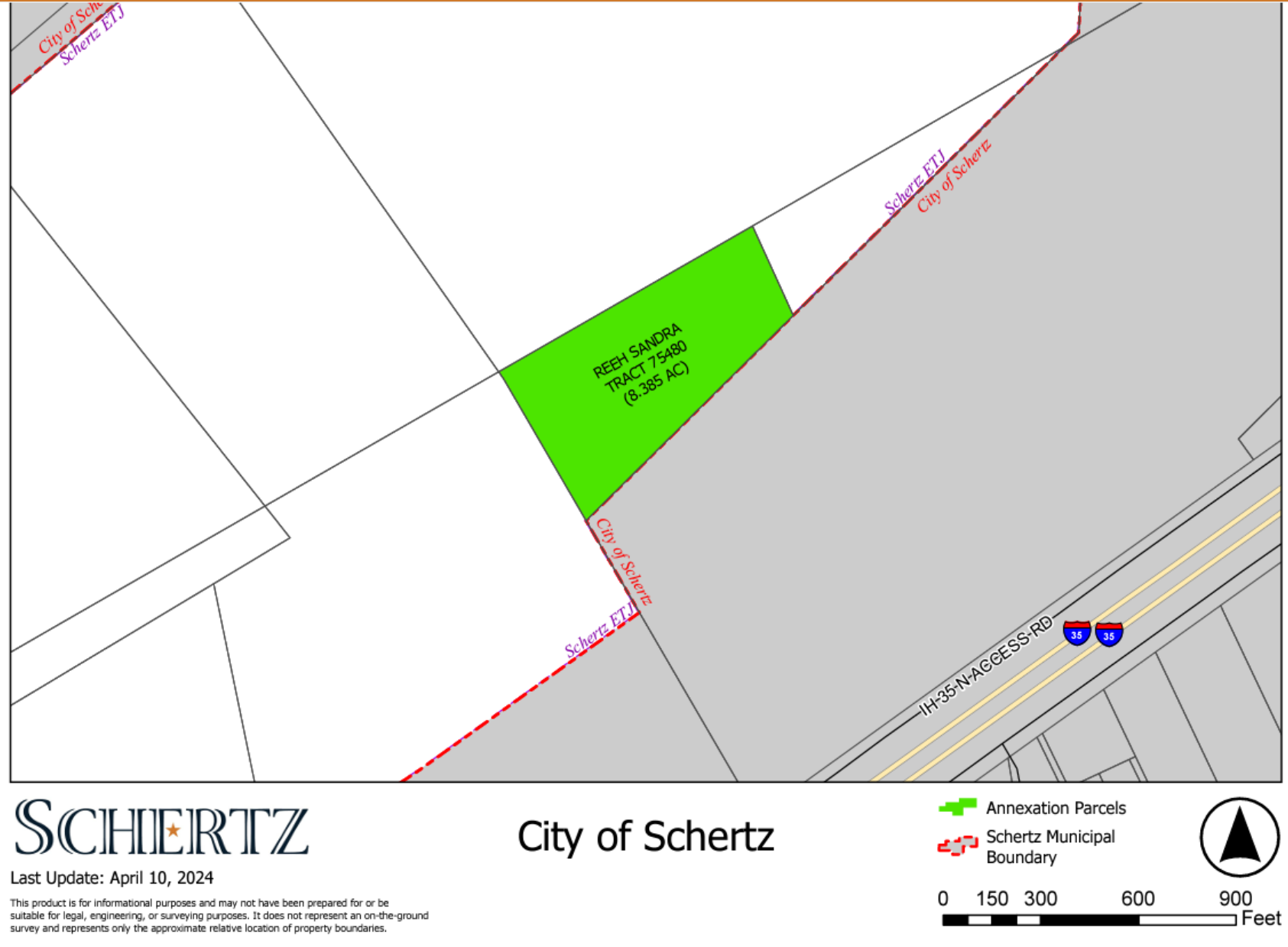
Comal County | Ordinance 24-A-45



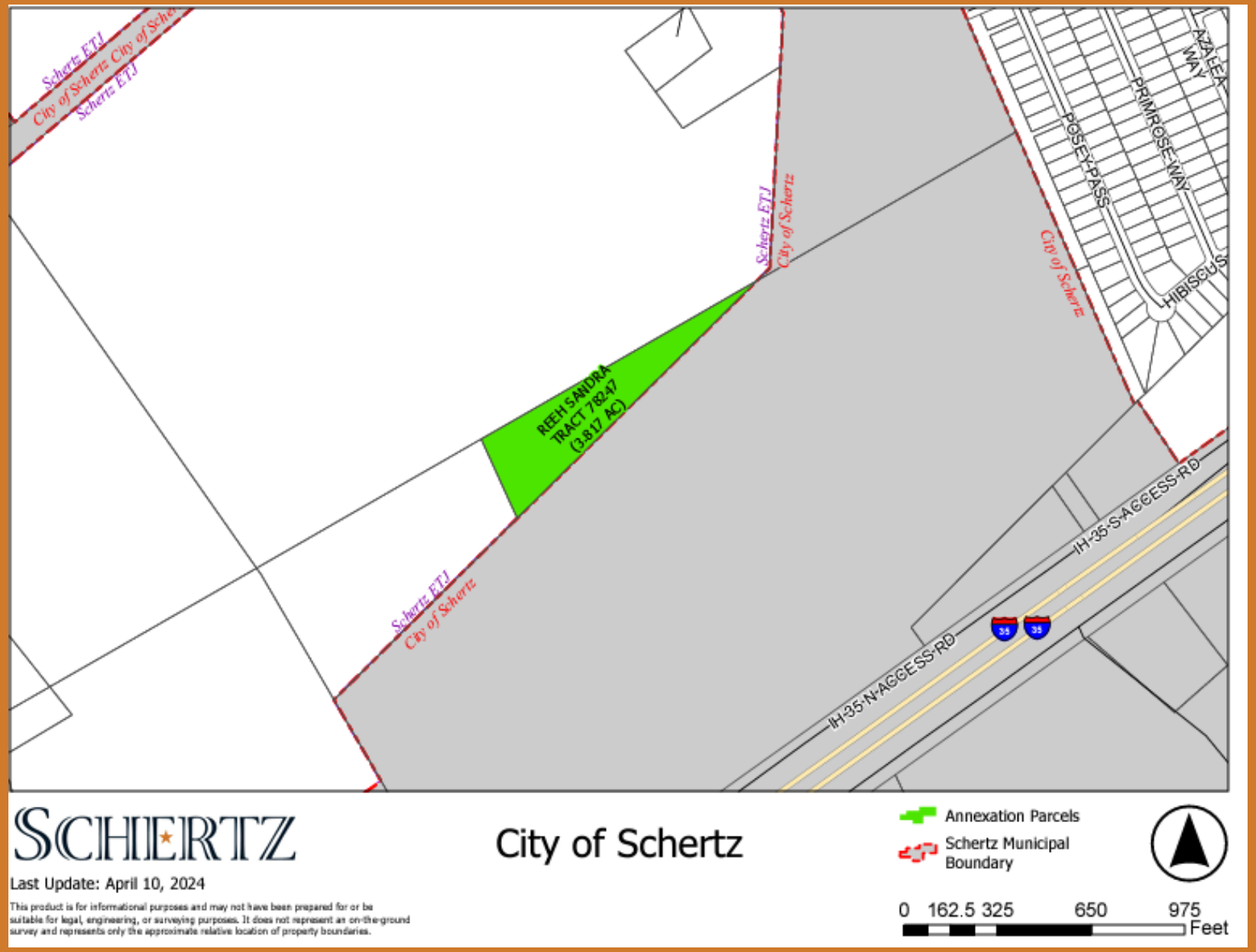
Comal County | Ordinance 24-A-46



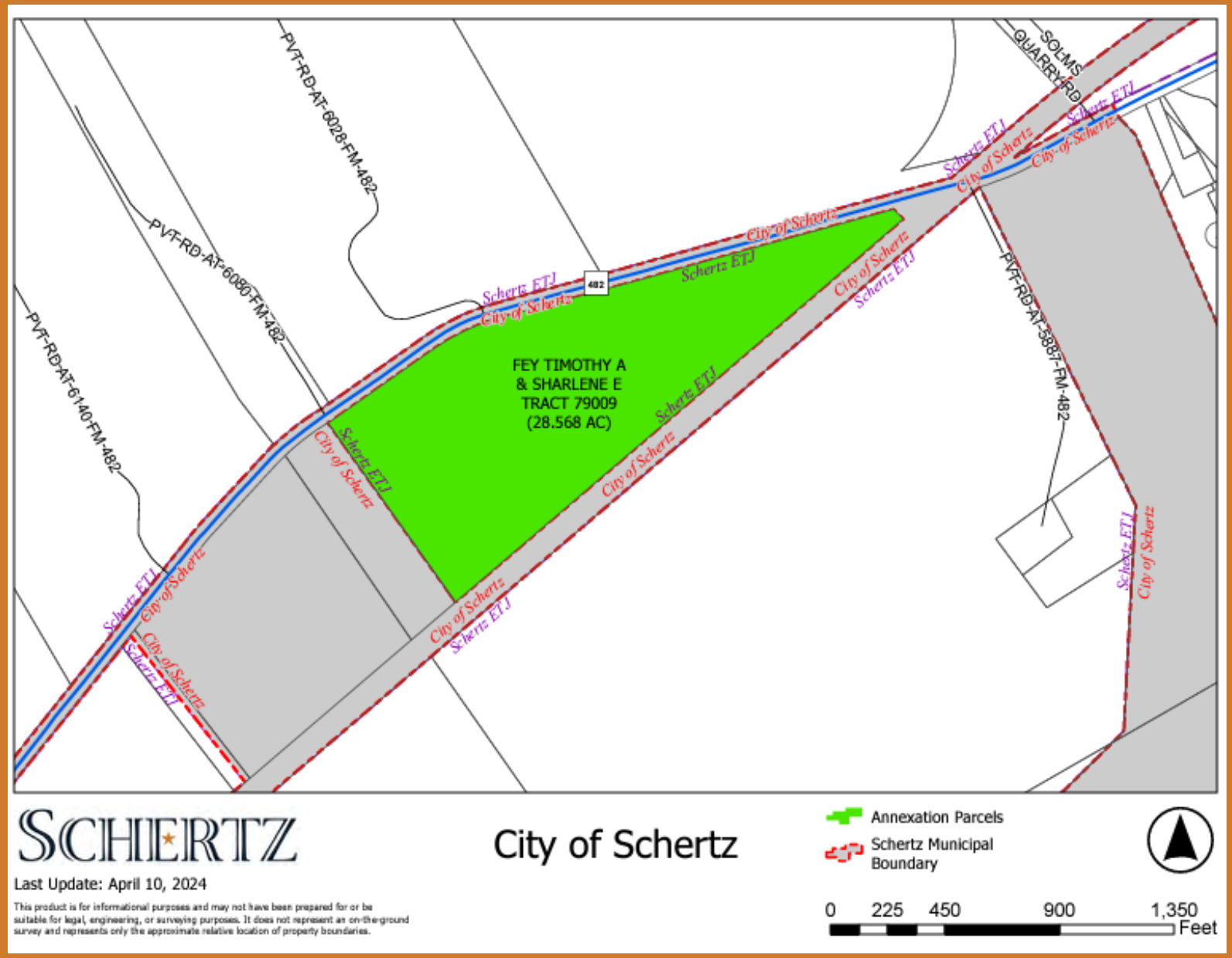
Comal County | Ordinance 24-A-47



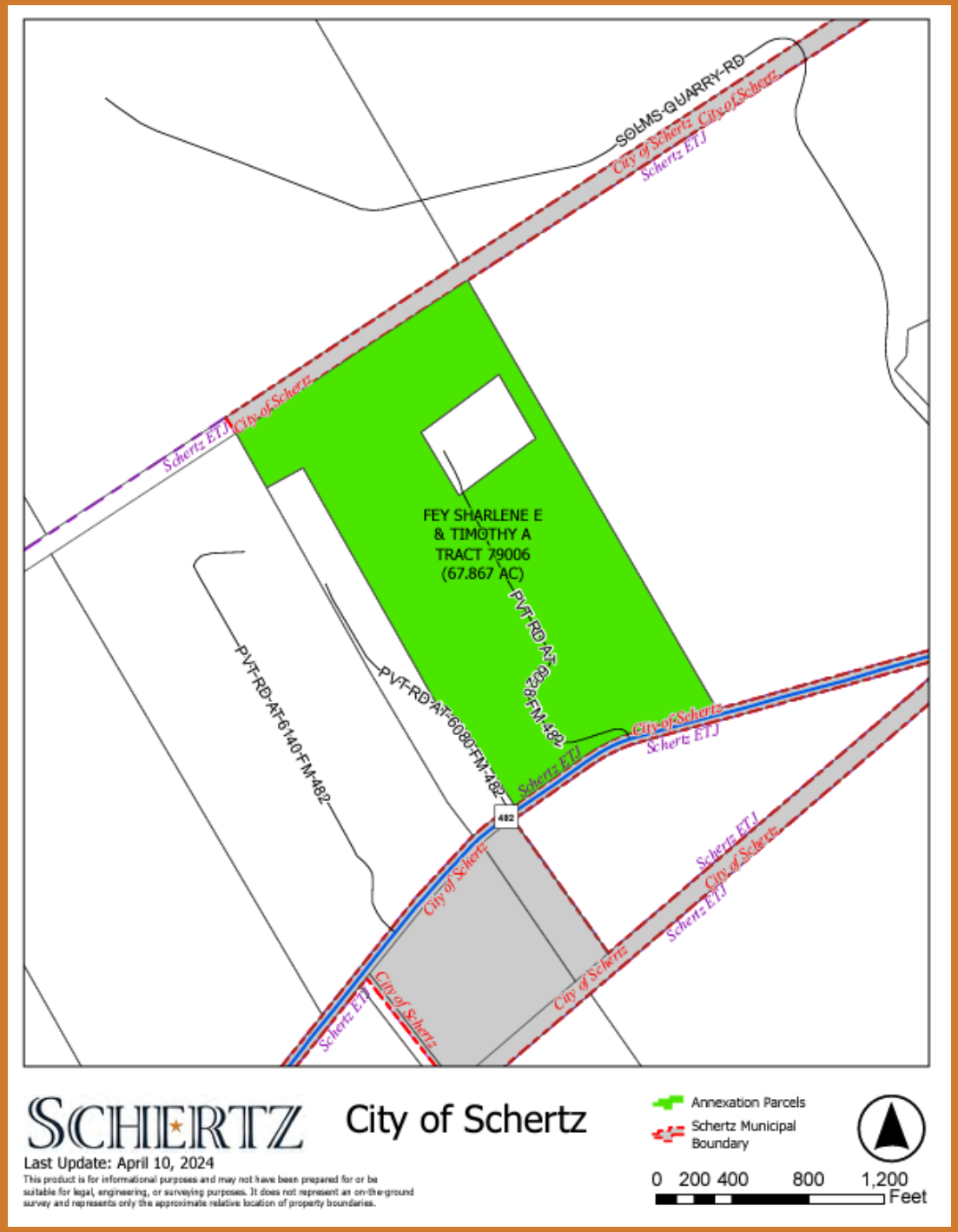
Comal County | Ordinance 24-A-48



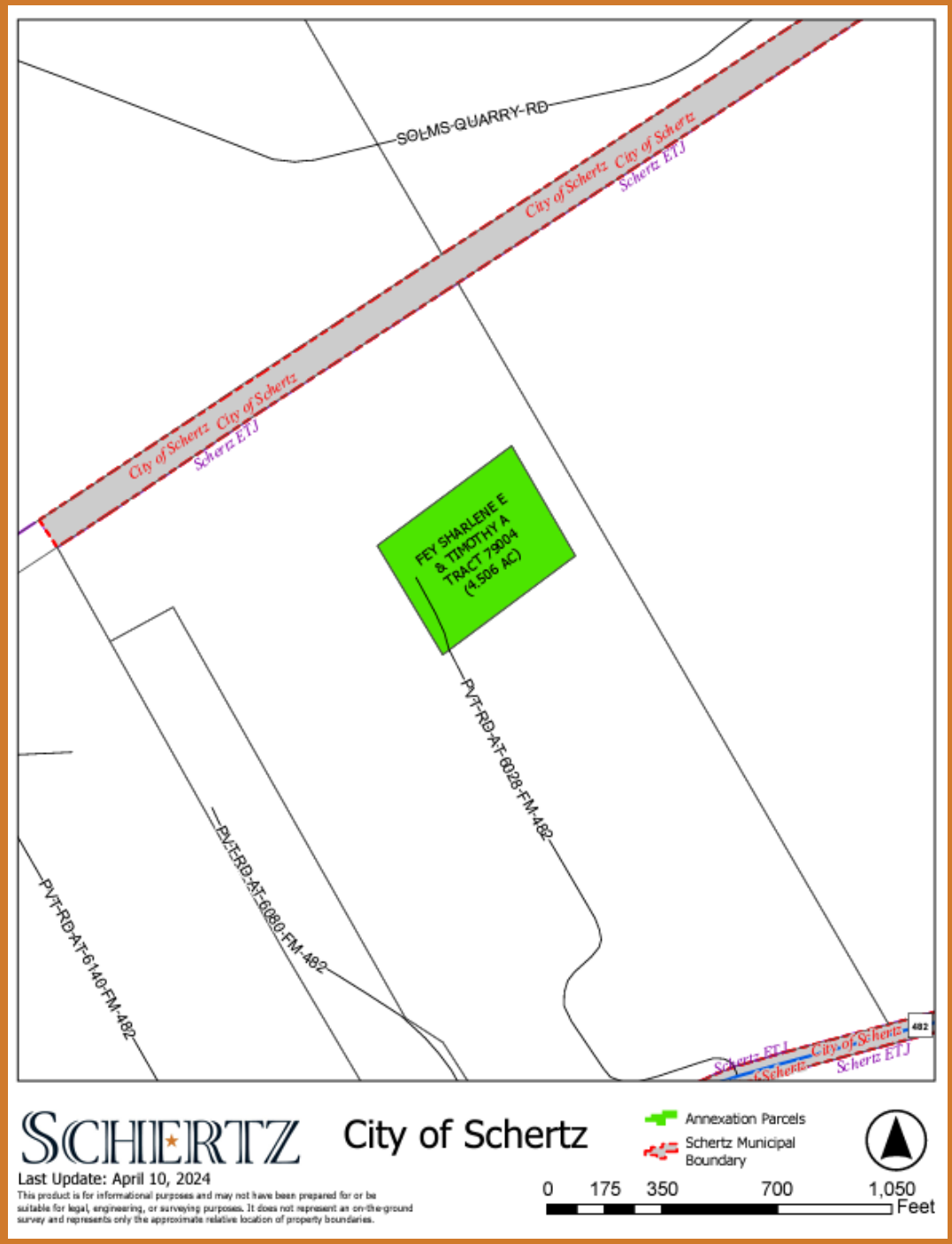
Comal County | Ordinance 24-A-49



Comal County | Ordinance 24-A-50



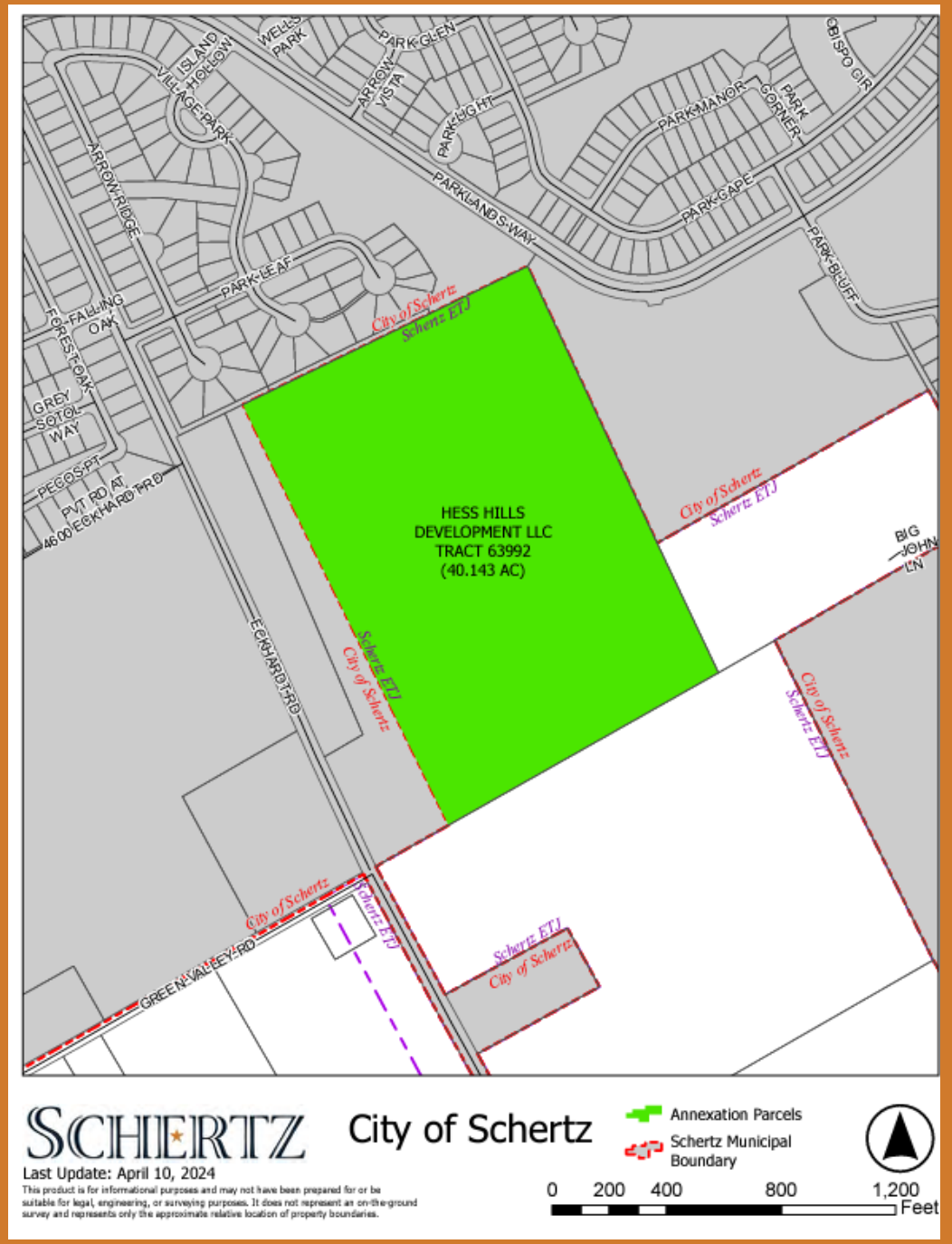
Comal County | Ordinance 24-A-51



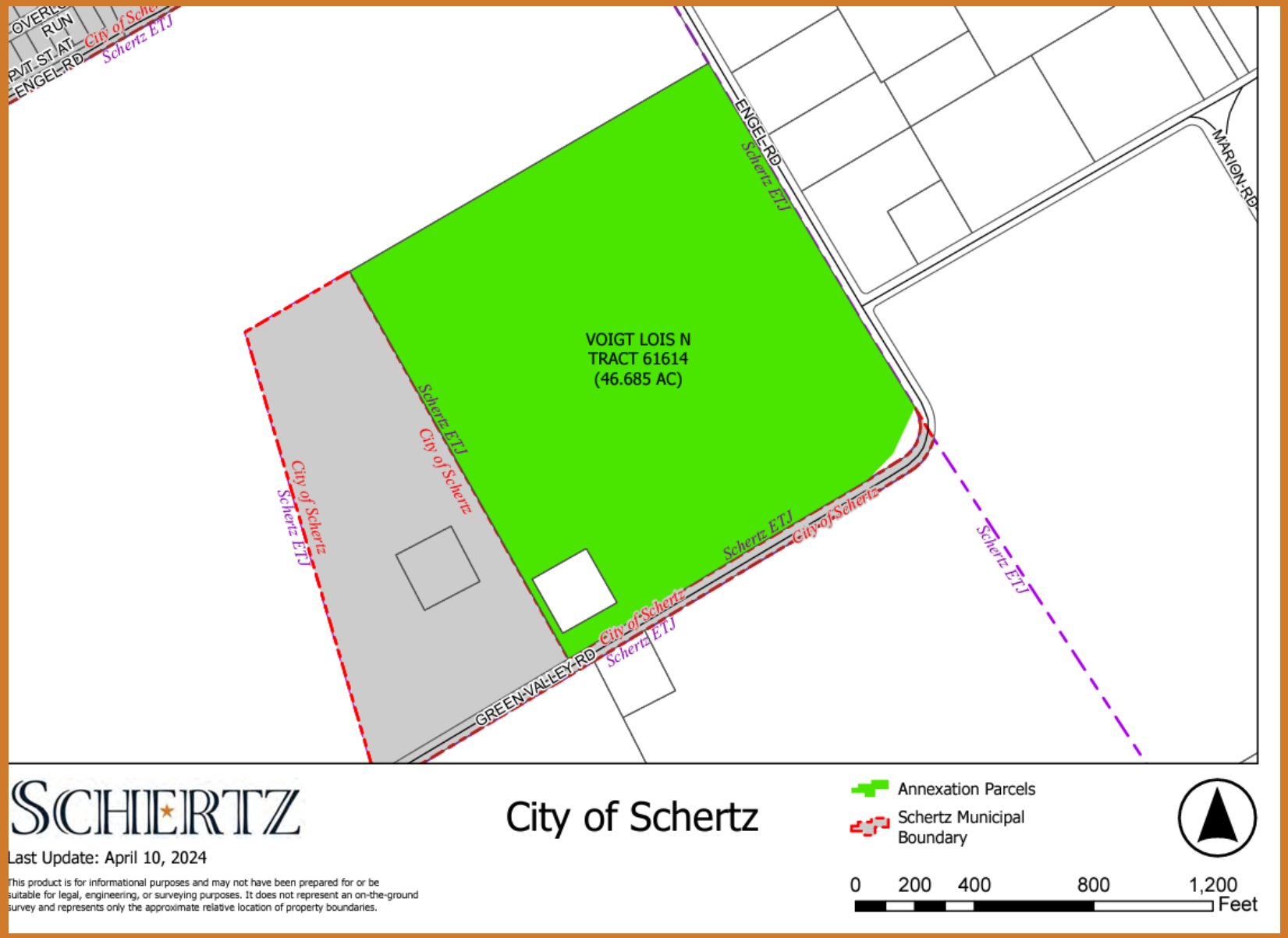
Guadalupe County

Ordinance 24-A-52 through Ordinance 24-A-65

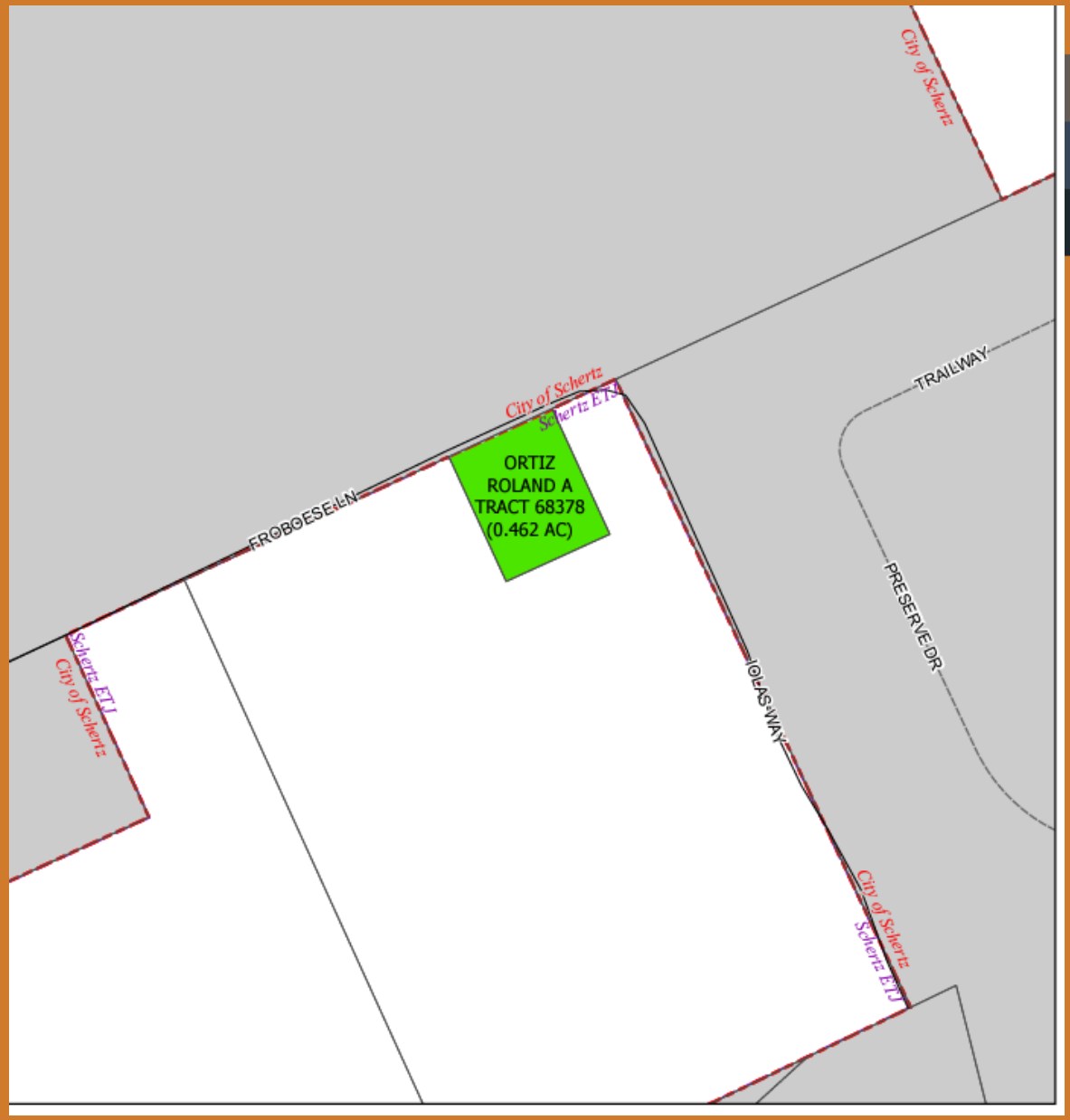
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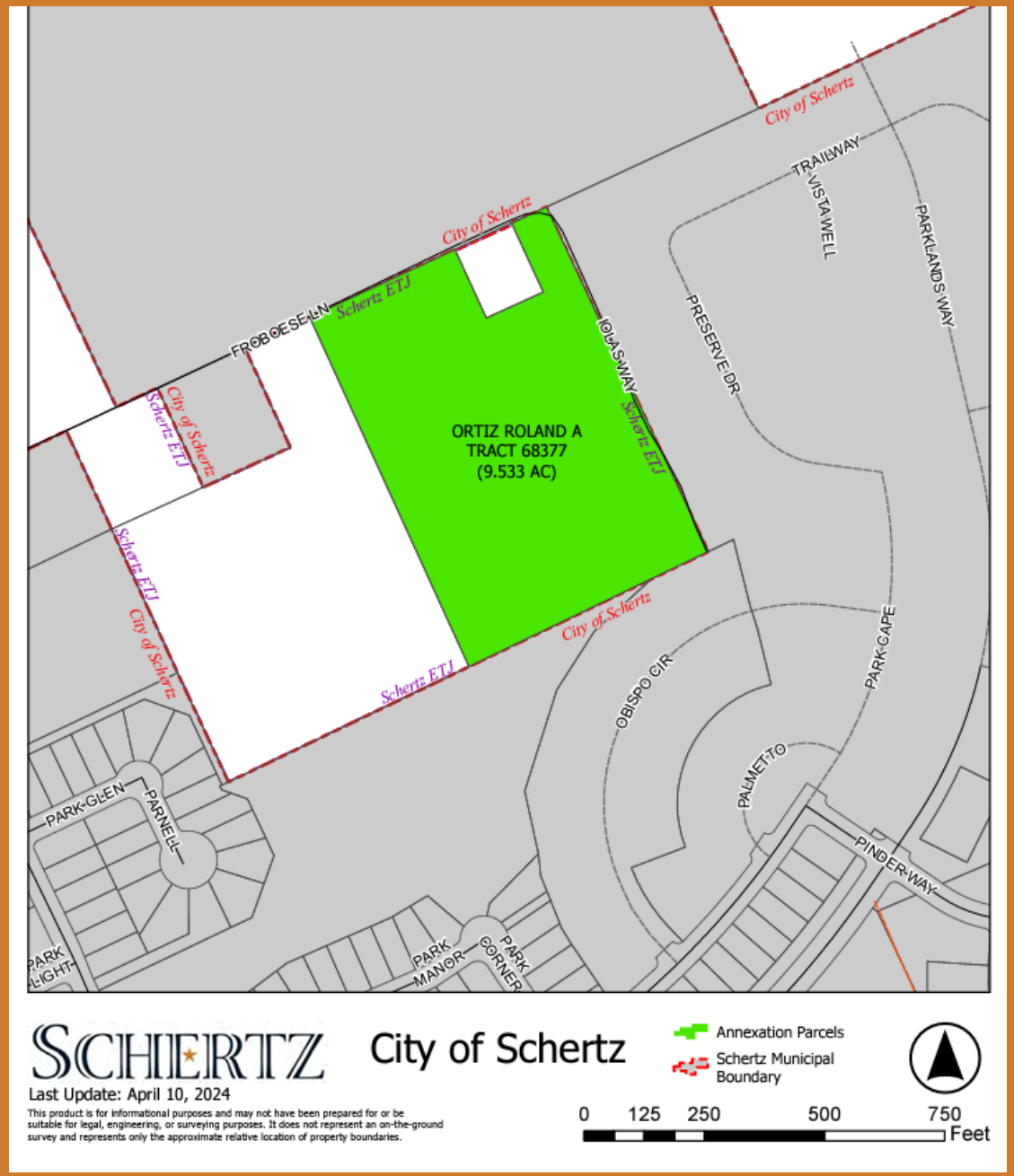
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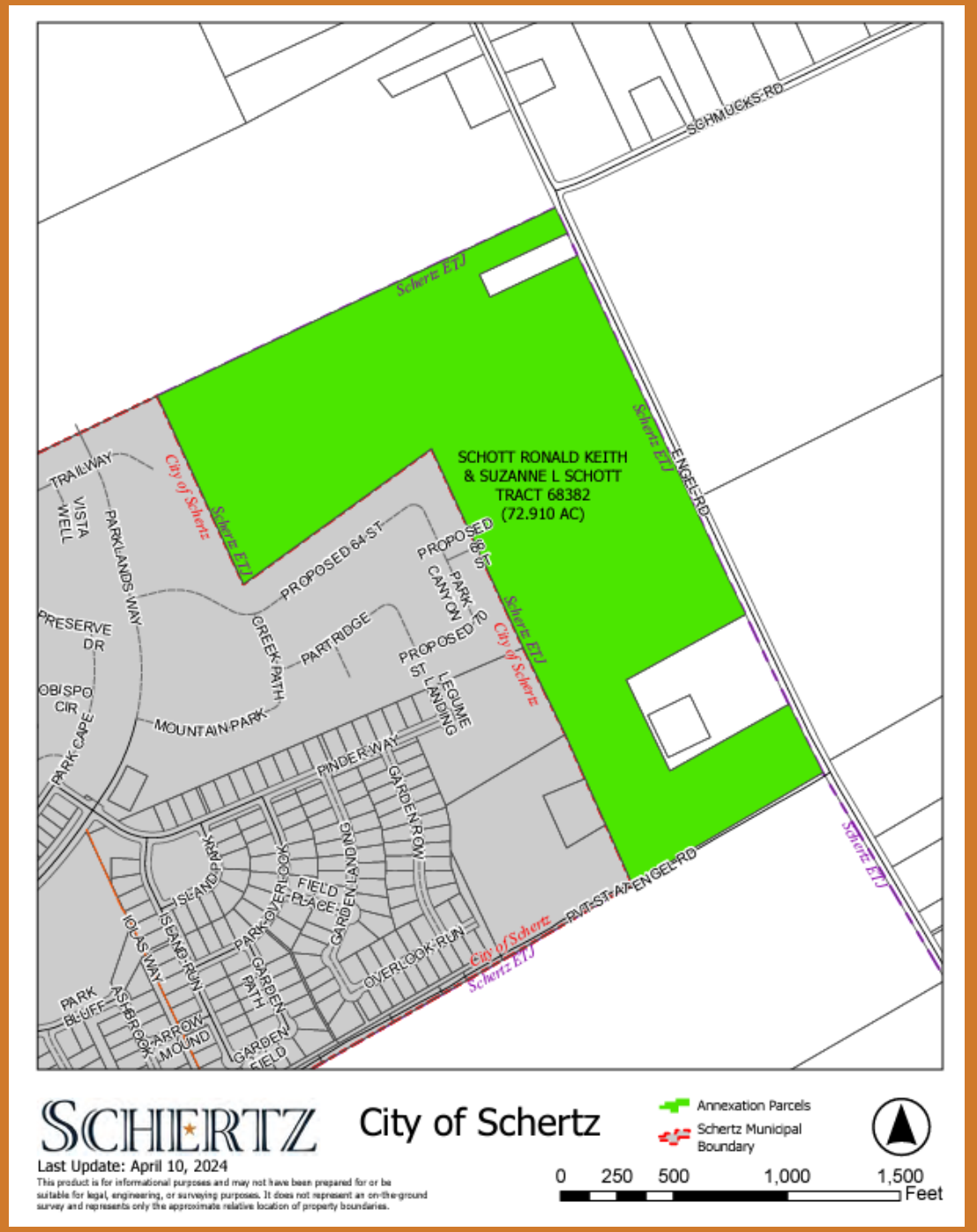
Guadalupe County | Ordinance 24-A-54



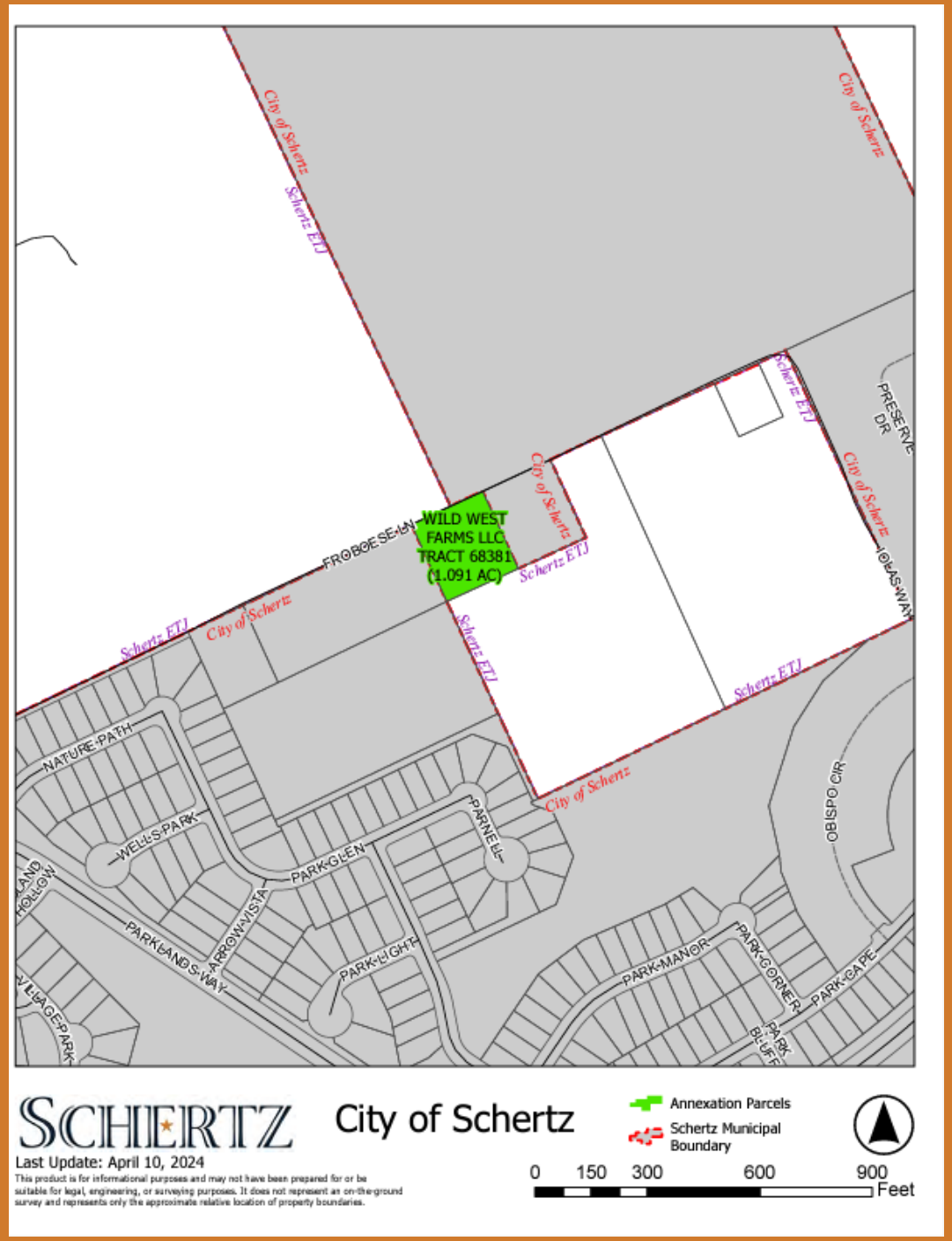
Guadalupe County | Ordinance 24-A-55



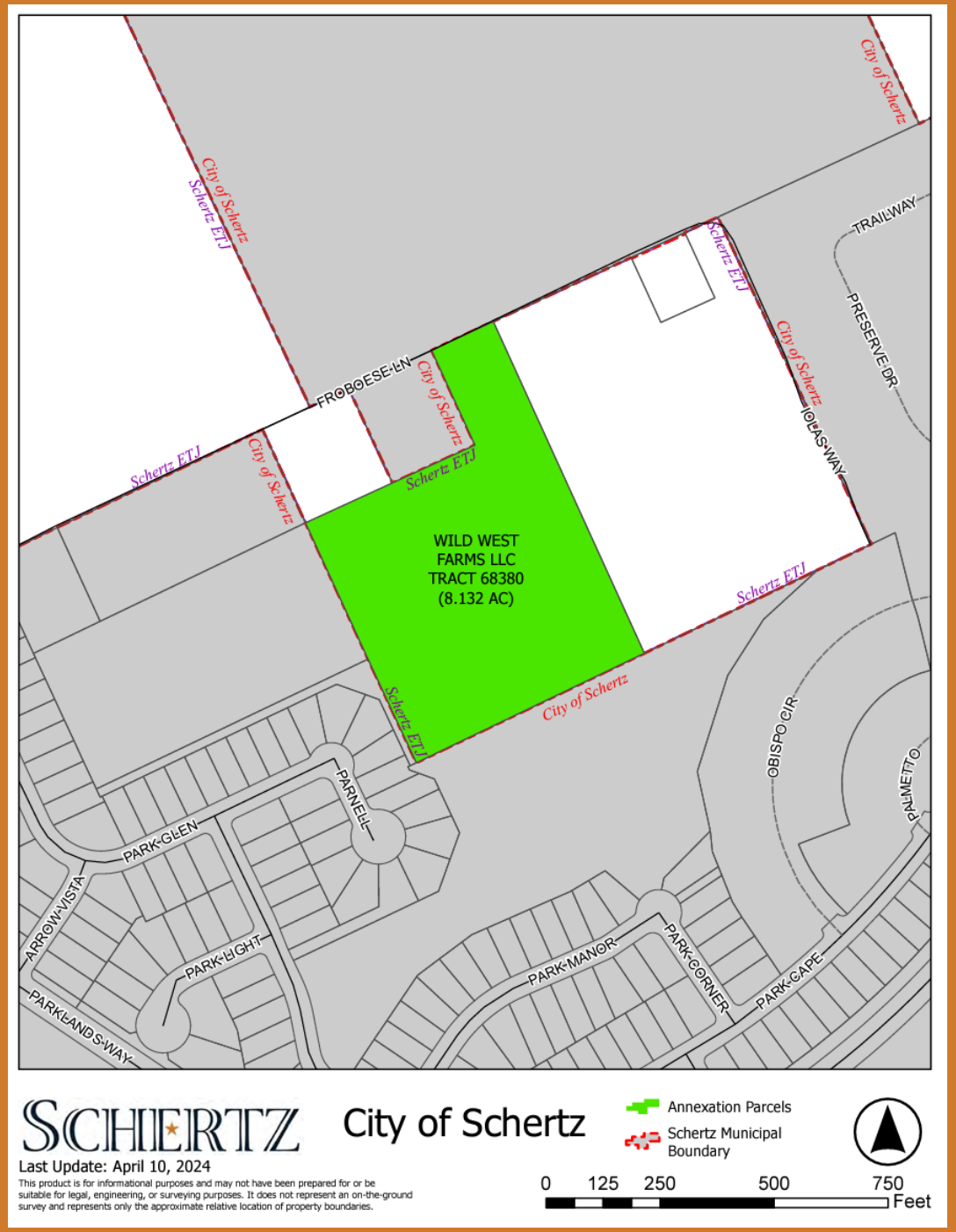
Guadalupe County | Ordinance 24-A-56



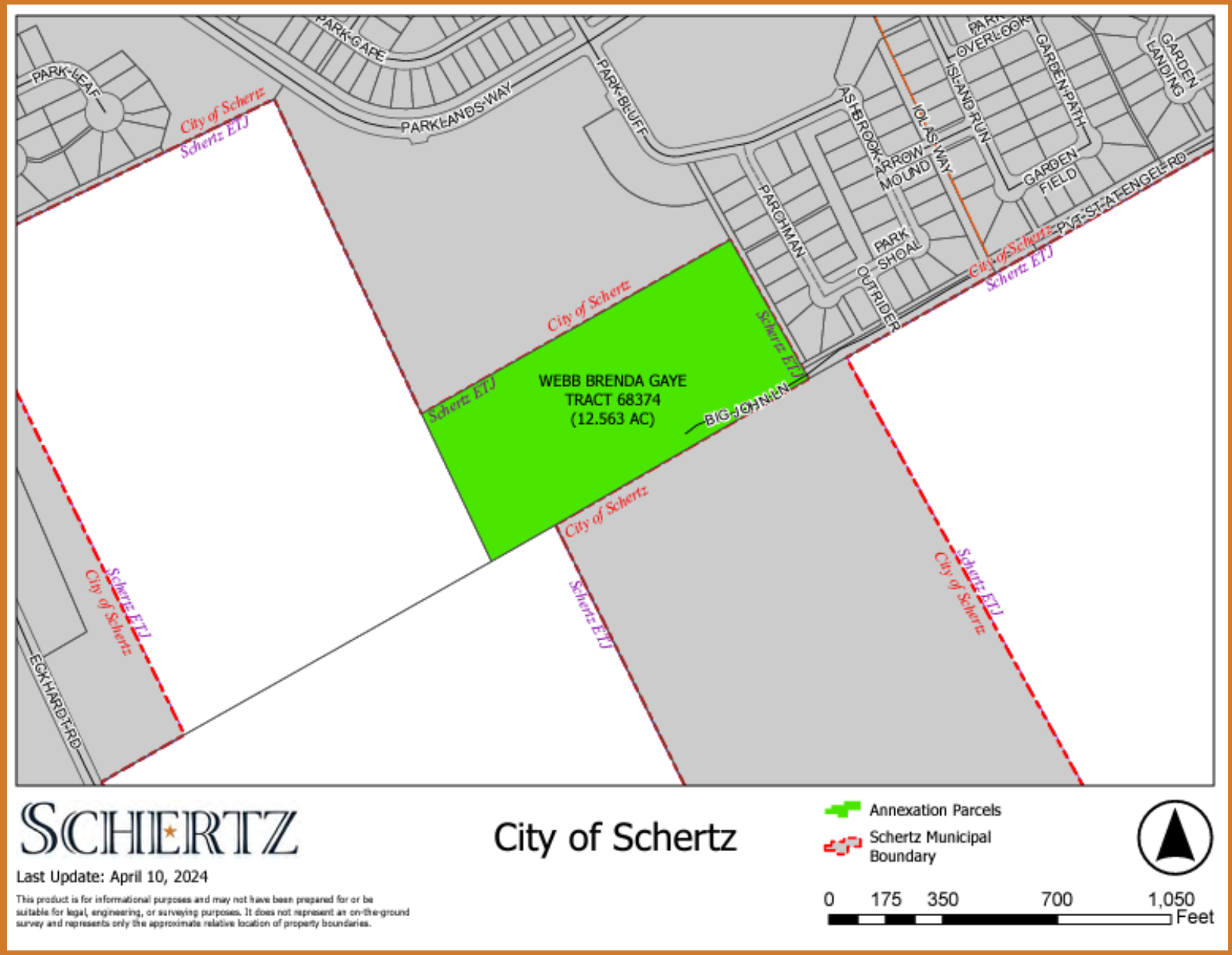
Guadalupe County | Ordinance 24-A-57



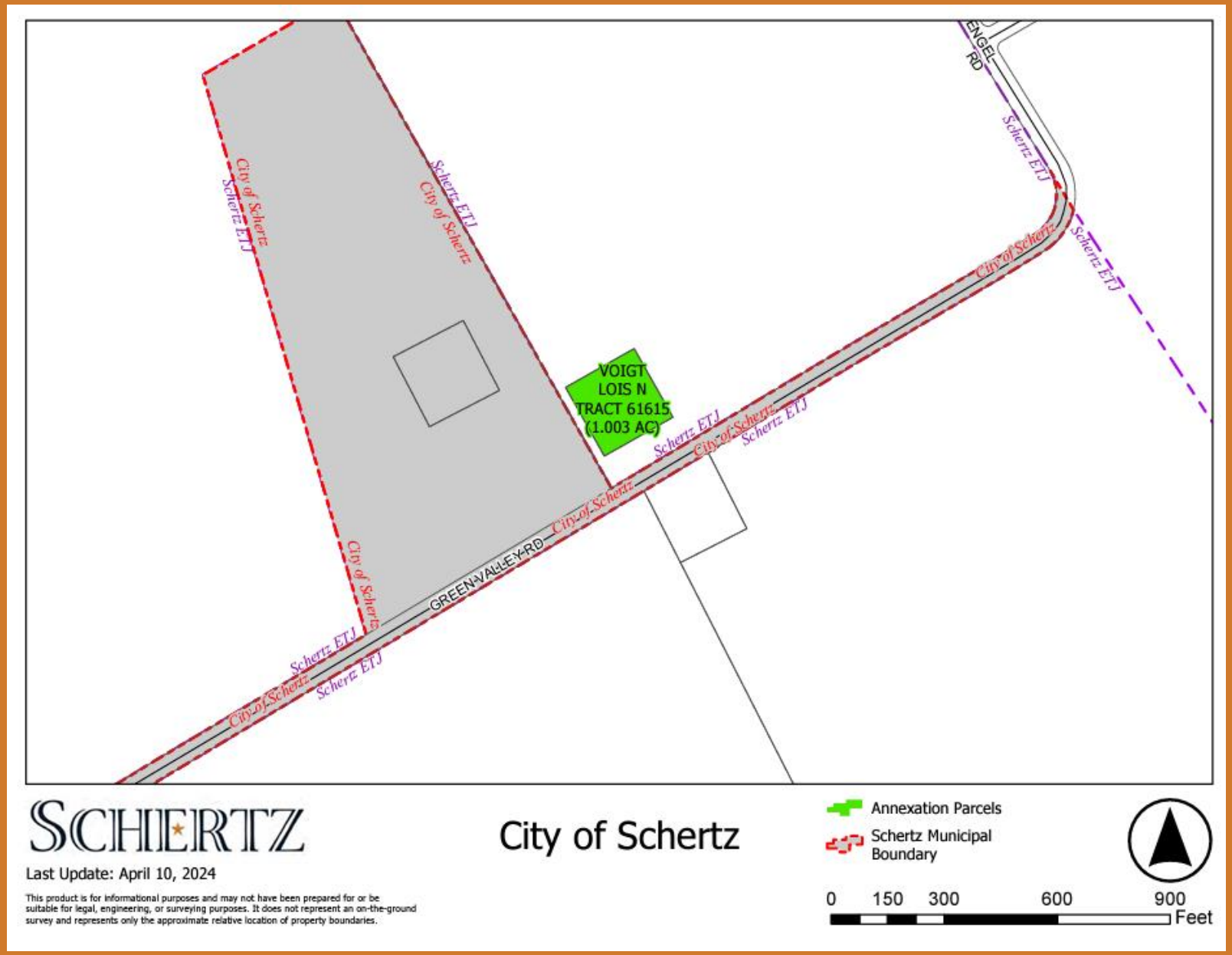
Guadalupe County | Ordinance 24-A-58



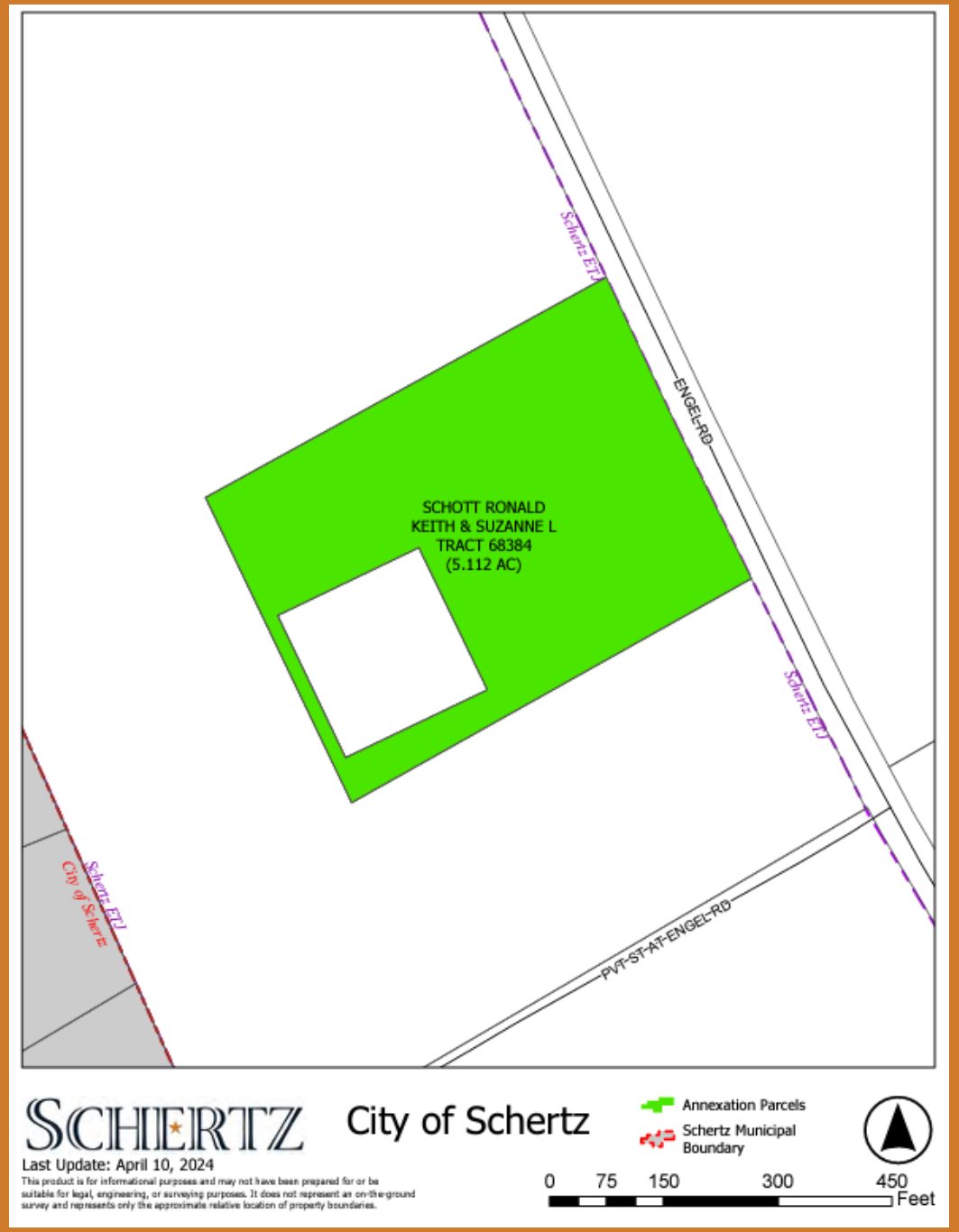
Guadalupe County | Ordinance 24-A-59



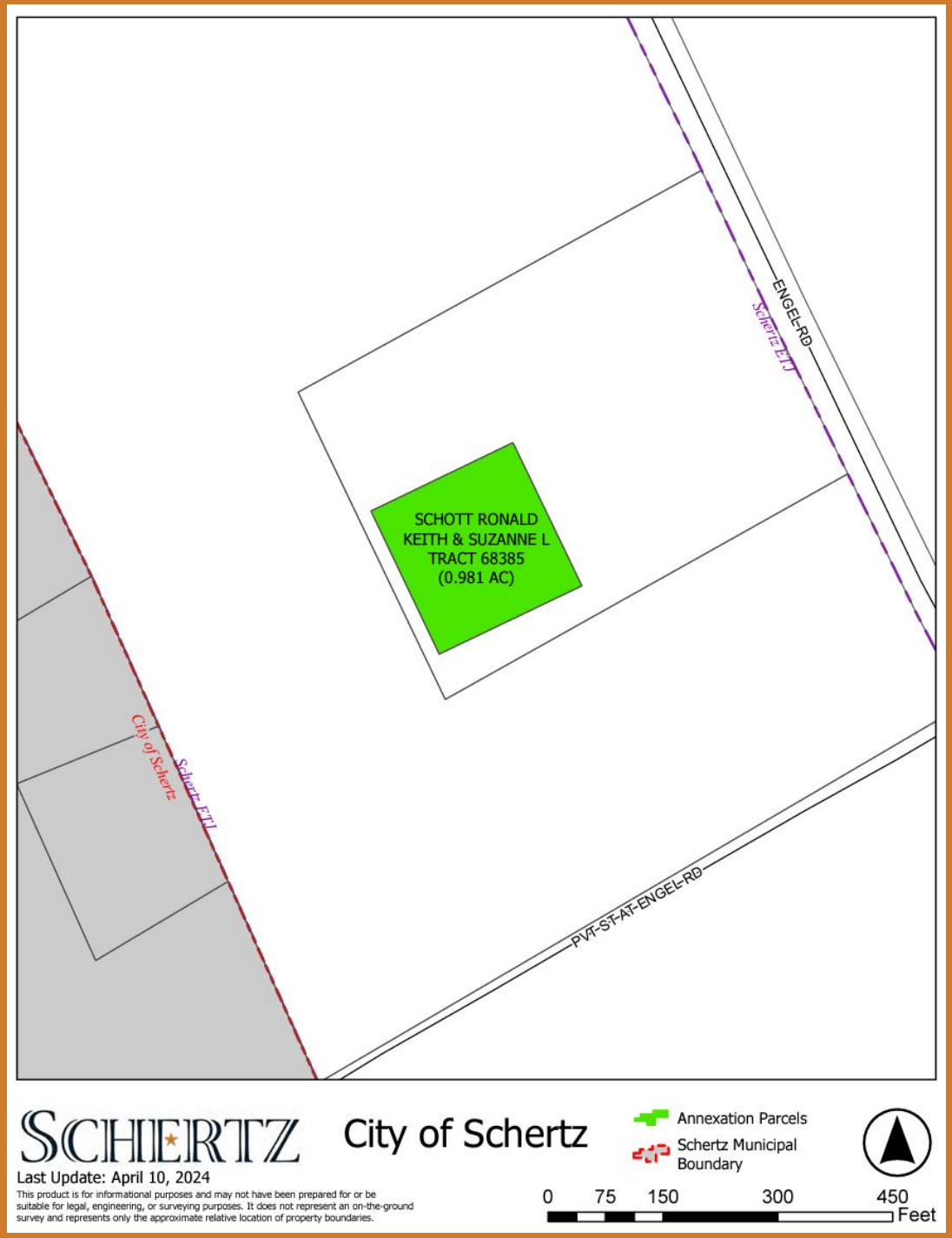
Guadalupe County | Ordinance 24-A-60



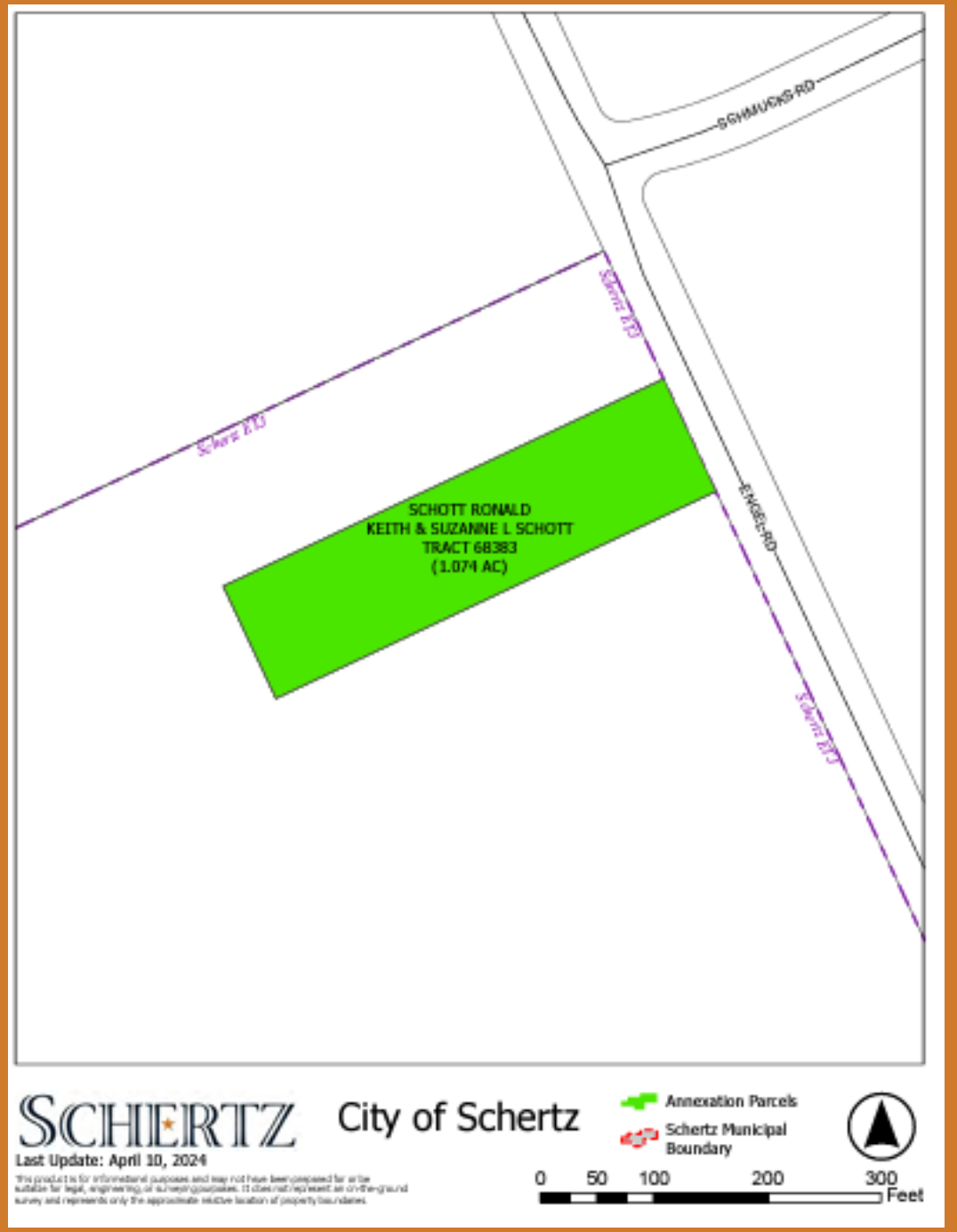
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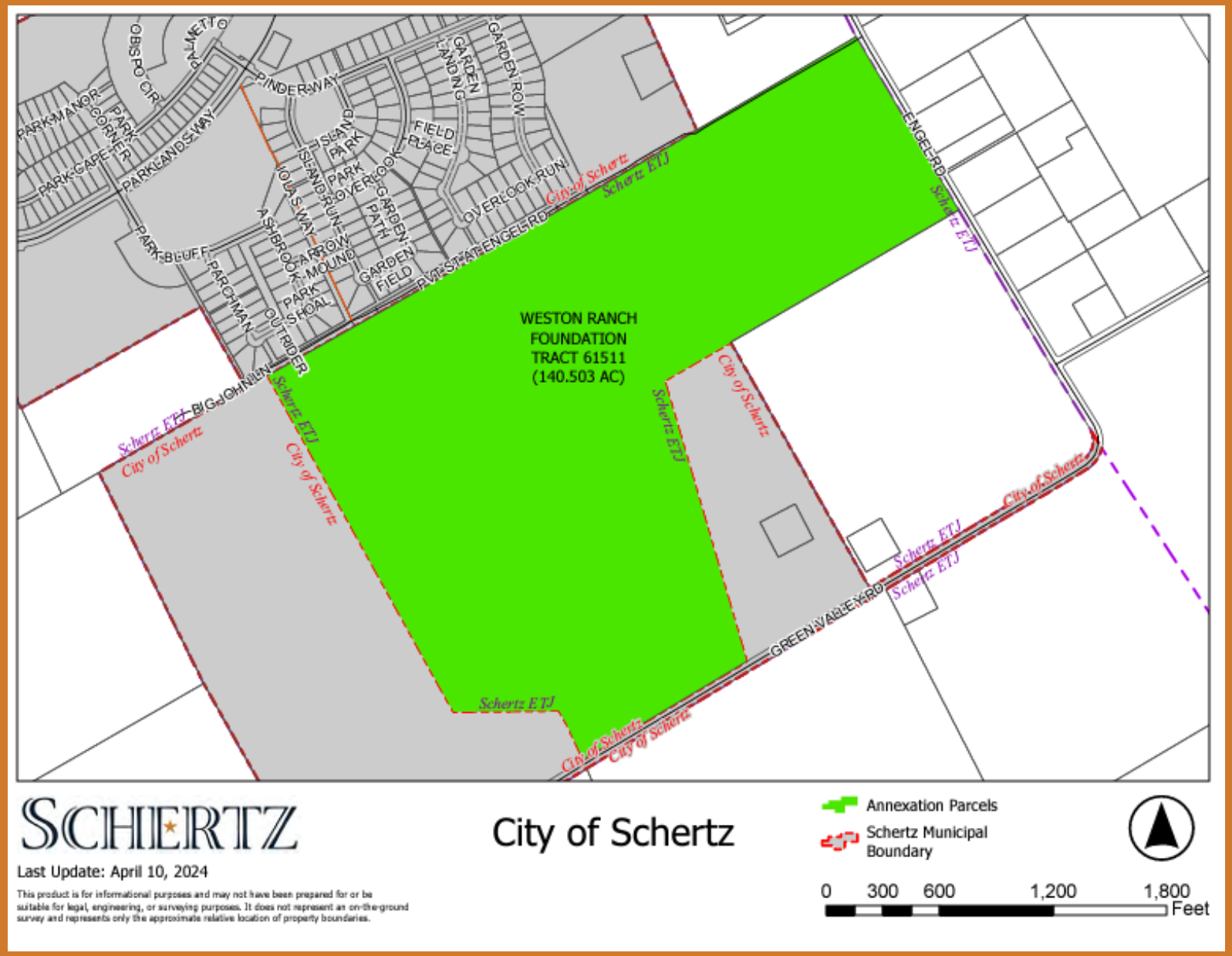
Guadalupe County | Ordinance 24-A-62



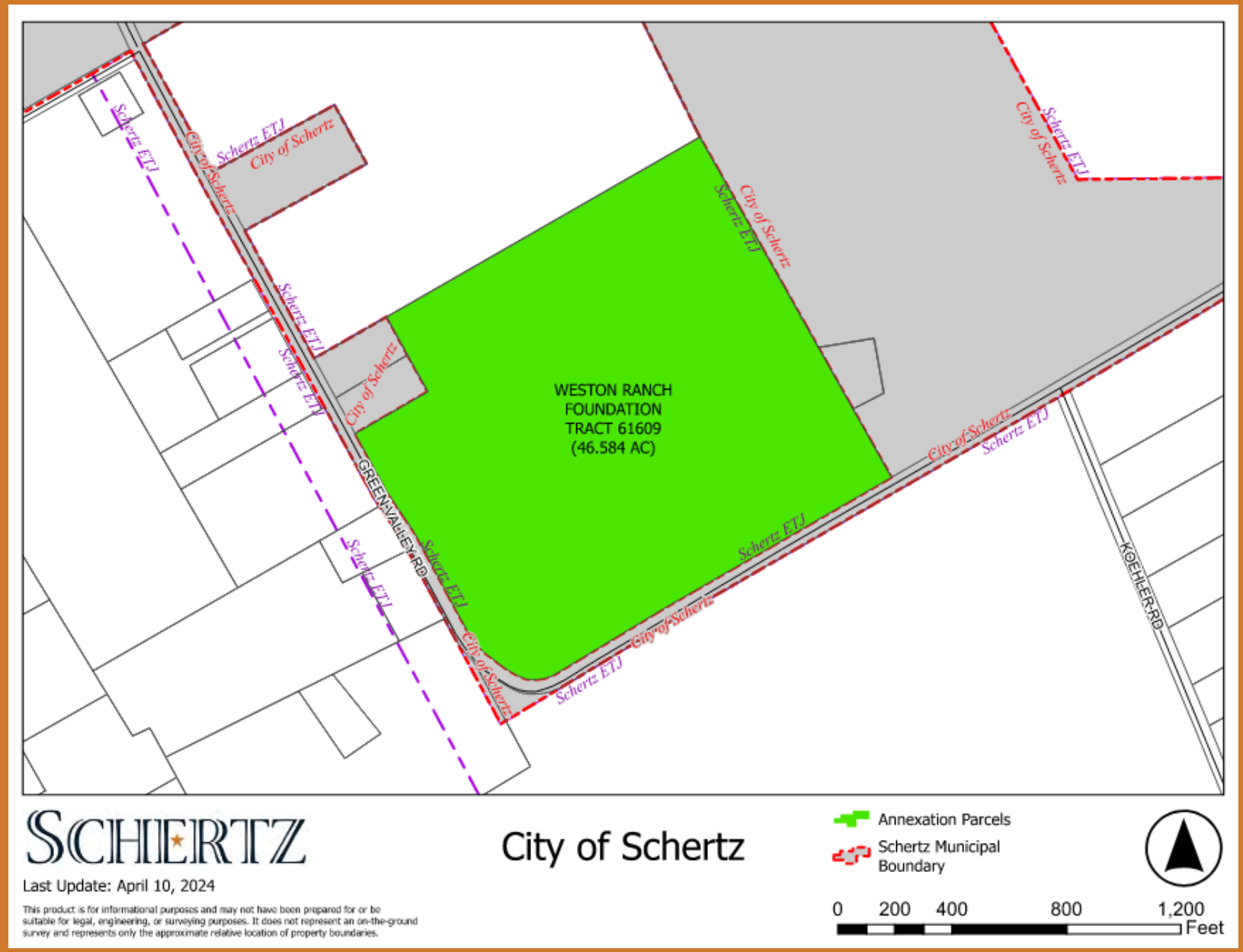
Guadalupe County | Ordinance 24-A-63

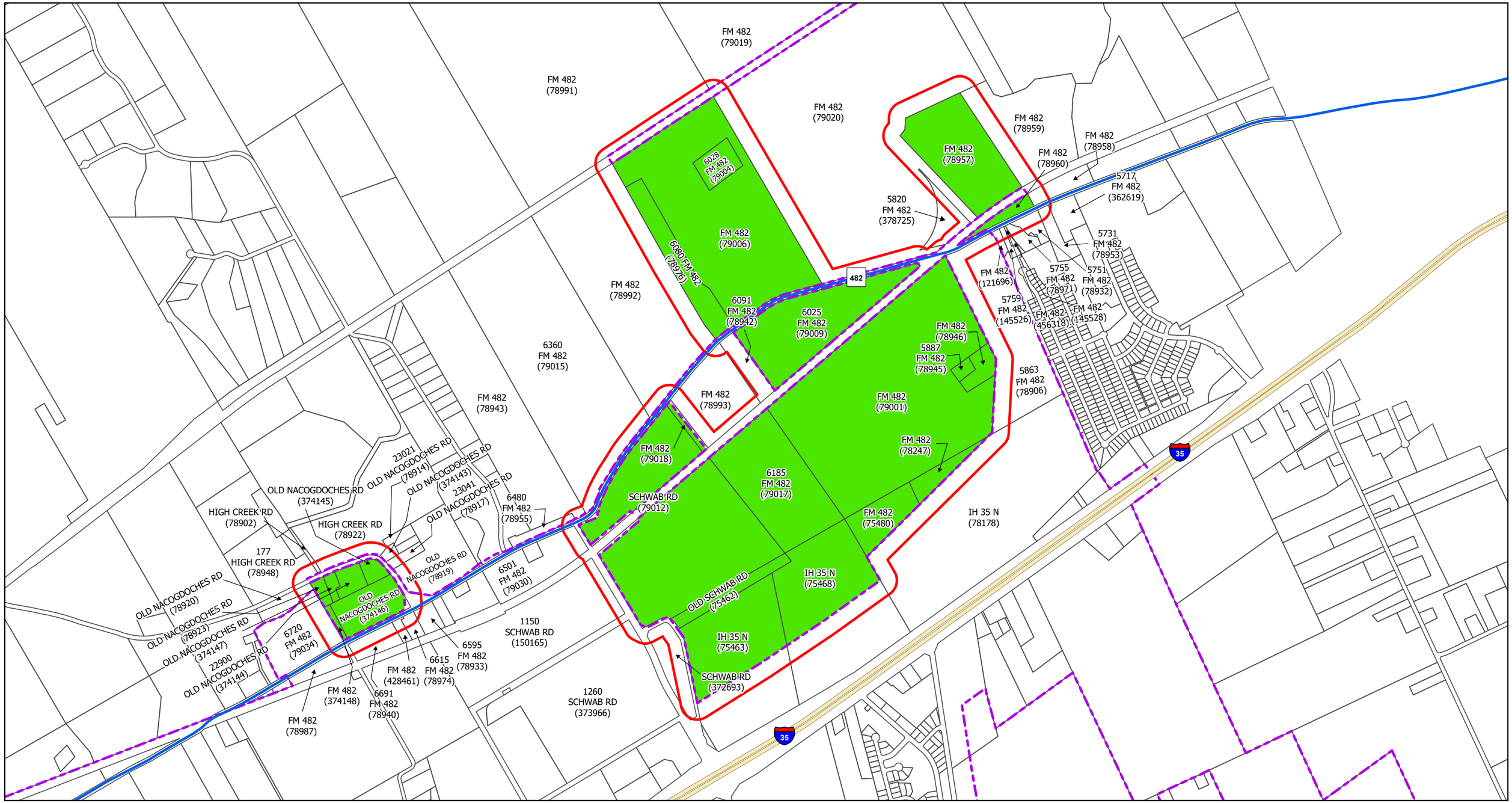


Guadalupe County | Ordinance 24-A-64



Guadalupe County | Ordinance 24-A-65





SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

Last update: April 3, 2024

City of Schertz, GIS Specialist: Bill Gardner, bgardner@schertz.com (210) 619-1185

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City of Schertz

2024 Annexations
Comal County
North of IH 35 N

200' Buffer
Municipal Boundary
Parcels
Annexation Parcels

N
W E
S

0 550 1,100 2,200 3,300 Feet



Key	Property ID	Address
1	168542	4741 PARKLANDS WAY
2	168463	4981 ECKHARDT RD
3	168453	5238 VILLAGE PARK
4	168454	5234 VILLAGE PARK
5	168455	5230 VILLAGE PARK
6	168456	5226 VILLAGE PARK
7	168457	5222 VILLAGE PARK
8	168458	5218 VILLAGE PARK
9	168459	5214 VILLAGE PARK
10	168508	4763 PARKLANDS WAY
11	168486	5205 NATURE PATH
12	168487	5209 NATURE PATH
13	168488	5213 NATURE PATH
14	168489	5217 NATURE PATH
15	168490	5221 NATURE PATH
16	168491	5225 NATURE PATH
17	168492	5229 NATURE PATH
18	168493	5233 NATURE PATH
19	168494	5237 NATURE PATH
20	168495	5241 NATURE PATH
21	168496	5245 NATURE PATH
22	168497	5249 NATURE PATH
23	168498	4801 PARK GLEN
24	168499	4805 PARK GLEN
25	168510	5210 NATURE PATH
26	168511	5216 NATURE PATH
27	168512	5222 NATURE PATH
28	168513	5226 NATURE PATH
29	168514	5230 NATURE PATH
30	168515	5234 NATURE PATH
31	168516	5238 NATURE PATH
32	168517	5242 NATURE PATH
33	185807	4877 PARK GLEN
34	185808	4881 PARK GLEN
35	185809	5150 PARNELL
36	192485	5146 PARNELL
37	185811	5142 PARNELL
38	185812	5138 PARNELL
39	185813	5134 PARNELL
40	185814	5130 PARNELL
41	185815	5126 PARNELL
42	185818	5135 PARNELL
43	185819	5139 PARNELL
44	185820	5143 PARNELL
45	185847	5154 PARNELL
46	168435	4651 ECKHARDT RD
47	168421	4905 ARROW RIDGE
48	168422	4901 ARROW RIDGE
49	168423	4904 ARROW RIDGE
50	168424	4908 ARROW RIDGE
51	168425	4912 ARROW RIDGE
52	185767	4915 VILLAGE PARK
53	185768	4911 VILLAGE PARK
54	185769	4907 VILLAGE PARK
55	185770	4903 VILLAGE PARK
56	185771	4902 VILLAGE PARK
57	185790	4906 VILLAGE PARK
58	185772	4908 VILLAGE PARK
59	185777	4842 PARK LEAF
60	185778	4846 PARK LEAF
61	185779	4850 PARK LEAF
62	185780	4851 PARK LEAF
63	185792	4847 PARK LEAF
64	185781	4843 PARK LEAF
65	185791	4855 PARK LEAF
66	168437	4846 PARKLANDS WAY
67	185872	4871 PARKLANDS WAY
68	185873	4874 PARK CAPE
69	185869	4878 PARK CAPE
70	185870	4882 PARK CAPE
71	185871	4886 PARK CAPE
72	185874	4890 PARK CAPE
73	185897	4900 PARK CAPE
74	185898	4904 PARK CAPE
75	193289	4187 ISLAND RUN
76	193290	5102 GARDEN FIELD
77	193304	5106 GARDEN FIELD
78	193291	5110 GARDEN FIELD
79	193292	5114 GARDEN FIELD
80	193293	5118 GARDEN FIELD
81	193294	5122 GARDEN FIELD
82	193295	5126 GARDEN FIELD
83	193296	4174 GARDEN PATH
84	193305	5208 PARK OVERLOOK

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

Last update: April 3, 2024

City of Schertz, GIS Specialist: Bill Gardner, bgardner@schertz.com (210) 619-1185

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City of Schertz

2024 Annexations
Guadalupe County &
Comal County South of IH 35 N

200' Buffer
Municipal Boundary
Parcels
Annexation Parcels

N
W E
S

0 550 1,100 2,200 3,300 Feet

Agenda No. 11.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**July 16, 2024**
Department:	**Executive Team**
Subject:	**Ordinance 24-A-47- Consider a request for voluntary annexation of approximately 8.4-acres, known as Comal County Property Identification Number 75480 Comal County, Texas. *Final Reading* (B.James/L.Wood/E.Delgado)**

BACKGROUND

The City Council conducted a public hearing on June 4, 2024 and unanimously approved Ordinance 24-A-47 on first reading. The City Council conducted a public hearing on July 2, 2024 and tabled the item.

Annexation of land into the City's corporate limits may be voluntary or involuntary. The Texas Local Government Code (LGC) provides requirements and outlines the annexation process based on the annexation type. The proposed annexations are voluntary based on the Delayed Annexation Development Agreements that were originally entered into in 2010 and 2011 and the extensions that were offered in 2020 and 2021 thus Chapter 43, Subchapter C-3 of the Texas Local Government Code applies. The City's Unified Development Code (UDC) Section 21.4.8 includes provisions for processing of voluntary annexation requests.

In 2010 and 2011 the City of Schertz entered into Delayed Annexation Development Agreements with property owners based on Texas Local Government Code Section 43.016. Per the agreements that were signed and executed specifically Section 5. Term; Annexation at End of Term stipulates that ten (10) years after the effective date of the agreement the property is to be annexed into the City of Schertz.

In 2020 and 2021 the City of Schertz City Council authorized the City Manager and Staff to offer Development Agreement Extensions based on the nationwide and statewide declaration of public health emergency in relation to COVID -19. In addition, to the Development Agreement Extensions would allow City staff to complete the Comprehensive Land Use Plan update which would be utilized when zoning the annexed properties. These extensions would provide the same rights as previously established in the original agreements but would delay the annexation of the properties to a later date. The prohibition on annexations would be in effect until January 1, 2024, at which time the City of Schertz would begin annexation proceedings and conclude them no later than December 31, 2024.

At this time, the first date identified in the agreement (January 1, 2024) has passed. Additionally, with the approval of Ordinance 24-S-06, the Comprehensive Land Use Plan has officially been adopted and can be utilized for zoning cases moving forward. Per the Development Agreement Extensions, City staff started the annexation and zoning process in accordance with the extensions in the fall of 2023. Resolution 24-R-41 approved by City Council on April 16, 2024 accepted petitions for voluntary annexation of 25 properties, approximately 507-acres within Comal County and 14 properties, approximately 387- acres within Guadalupe County. Ordinance 24-A-47, if approved, would annex Comal County Property Identification Number 75480, which was part of Resolution

24-R-41, into the City of Schertz.

The Planning and Zoning Commission held a public hearing for the associated zoning for the subject property on May 8, 2024. The Planning and Zoning Commission meeting can be viewed on the City's YouTube site.

A public hearing notice was published on May 24, 2024, in the "San Antonio Express" for Ordinance 24-A-47. A public hearing notice was mailed to Comal ISD on May 24, 2024. Additionally, a public hearing notice was posted on the City of Schertz website on May 23, 2024.

Although the original notice encompassed all of the Comal and Guadalupe County parcels proposed for annexations, it has been determined that it is more appropriate for City Council to take action on each individual parcel separately. Comal County Property Identification Number 75480 was included as part of the notice that was published in the San Antonio Express News and posted on the City of Schertz website.

Under Texas Local Government Code Section 43.057, Staff finds that surrounding any area, but not including such area within the City limits through this annexation, is in the public's interest.

GOAL

To continue the voluntary annexation process in accordance with the Delayed Annexation Development Agreements and the Development Agreement Extensions.

COMMUNITY BENEFIT

Promote the safe, orderly, efficient development and ensure compliance with the City's vision of future growth.

SUMMARY OF RECOMMENDED ACTION

Staff recommends approval of Ordinance 24-A-47 for voluntary annexation of approximately 8.4-acres known as Comal County property identification number 75480.

FISCAL IMPACT

In accordance with Texas Local Government Code (LGC) Chapter 43, the City must provide services to the land on the effective date of the annexation. The subject properties have been proposed to be annexed into the City of Schertz since 2010 and 2011. The Development Agreement Extensions explicitly state that the properties will be annexed into the City of Schertz before December 31, 2024.

RECOMMENDATION

Approval of Ordinance 24-A-47.

The City Council conducted a public hearing on June 4, 2024 and unanimously approved Ordinance 24-A-47 on first reading. The City Council conducted a public hearing on July 2, 2024 and tabled the item.

Attachments

Ordinance 24-A-47

Annexation Presentation
Annexation Map

ORDINANCE NO. 24-A-47

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS PROVIDING FOR THE EXTENSION OF THE BOUNDARY LINES OF THE CITY OF SCHERTZ, TEXAS BY THE ANNEXATION OF APPROXIMATELY 8.4-ACRES, KNOWN AS COMAL COUNTY PROPERTY IDENTIFICATION NUMBER 75480, COMAL COUNTY, TEXAS.

WHEREAS, the City Council of the City of Schertz (the "City") has determined that it should annex the territory described on Exhibit A attached hereto and made a part hereof (the "Annexed Land"); and

WHEREAS, the Annexed Land is located entirely within the extraterritorial jurisdiction of the City, is contiguous to the corporate boundaries of the City (or is deemed to be contiguous, pursuant to Section 43.016 of the Texas Local Government Code, as amended), and may be annexed pursuant to Chapter 43 of the Texas Local Government Code, as amended; and

WHEREAS, Texas Local Government Code Section 43.0671 authorizes the City of Schertz to extend its City limit boundaries through the voluntary annexation of area adjacent to those boundaries upon petition of a landowner; and

WHEREAS, a public hearing notice was published in the San Antonio Express News on May 24, 2024 for the hearing on June 4, 2024; and

WHEREAS, on April 16, 2024 the City Council considered the request for voluntary annexation, and adopted Resolution 24-R-41 accepting a petition for voluntary annexation; and

WHEREAS, the City Council finds that surrounding any area, but not including such area within the City limits, through this annexation is in the public's interest pursuant to Texas Local Government Code section 43.057; and

WHEREAS, the City Council finds that the Annexed Land is suitable, and it is in the best interest of the City and the citizens and inhabitants thereof that the Annexed Land be annexed to and made a part of the City.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

Section 1. The City hereby annexes the Land described in Exhibit A.

Section 2. The Annexed Land shall be included within the City's corporate limits effective on the effective date of this Ordinance, and all taxable property in the Annexed Land shall hereafter bear its pro rata part of the taxes levied by the City, subject to allowable exemptions.

Section 3. The land and territory more particularly described as that portion of the tract of land described in Exhibit A, attached hereto and incorporated herein by reference shall be part of the City of Schertz, Texas and inhabitants thereof shall be entitled to all of the rights and privileges as citizens and shall be bound by the acts, ordinances, resolutions, and regulations of the City of Schertz, Texas.

Section 4. A service plan outlining the provisions of necessary municipal service to the properties described in Exhibit A is hereby approved and the implementation of said plan is hereby authorized. Such plans are attached hereto and incorporated herein as Exhibit B.

Section 5. The City manager is hereby authorized and directed to take appropriate action to have the official map of the City revised to reflect the additions to the City's Corporate Limits and the City Secretary is hereby authorized and directed to provide appropriate notice to the State of Texas and the County of Guadalupe of this annexation.

Section 6. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 7. All ordinances and codes, or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters resolved herein.

Section 8. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 9. If any provision of this Ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City hereby declares that this Ordinance would have been enacted without such invalid provision.

Section 10. It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 11. This Ordinance shall be effective upon the date of final adoption hereof and any publication required by law.

Section 12. This Ordinance shall be cumulative of all other ordinances of the City of Schertz, and this Ordinance shall not operate to repeal or affect any other ordinances of the City of Schertz except insofar as the provisions thereof might be inconsistent or in

conflict with the provisions of this Ordinance, in which event such conflicting provisions, if any, are hereby repealed.

PASSED ON FIRST READING, the _____day of _____ 2024.

PASSED, APPROVED and ADOPTED ON SECOND READING, the _____day of _____, 2024.

CITY OF SCHERTZ, TEXAS

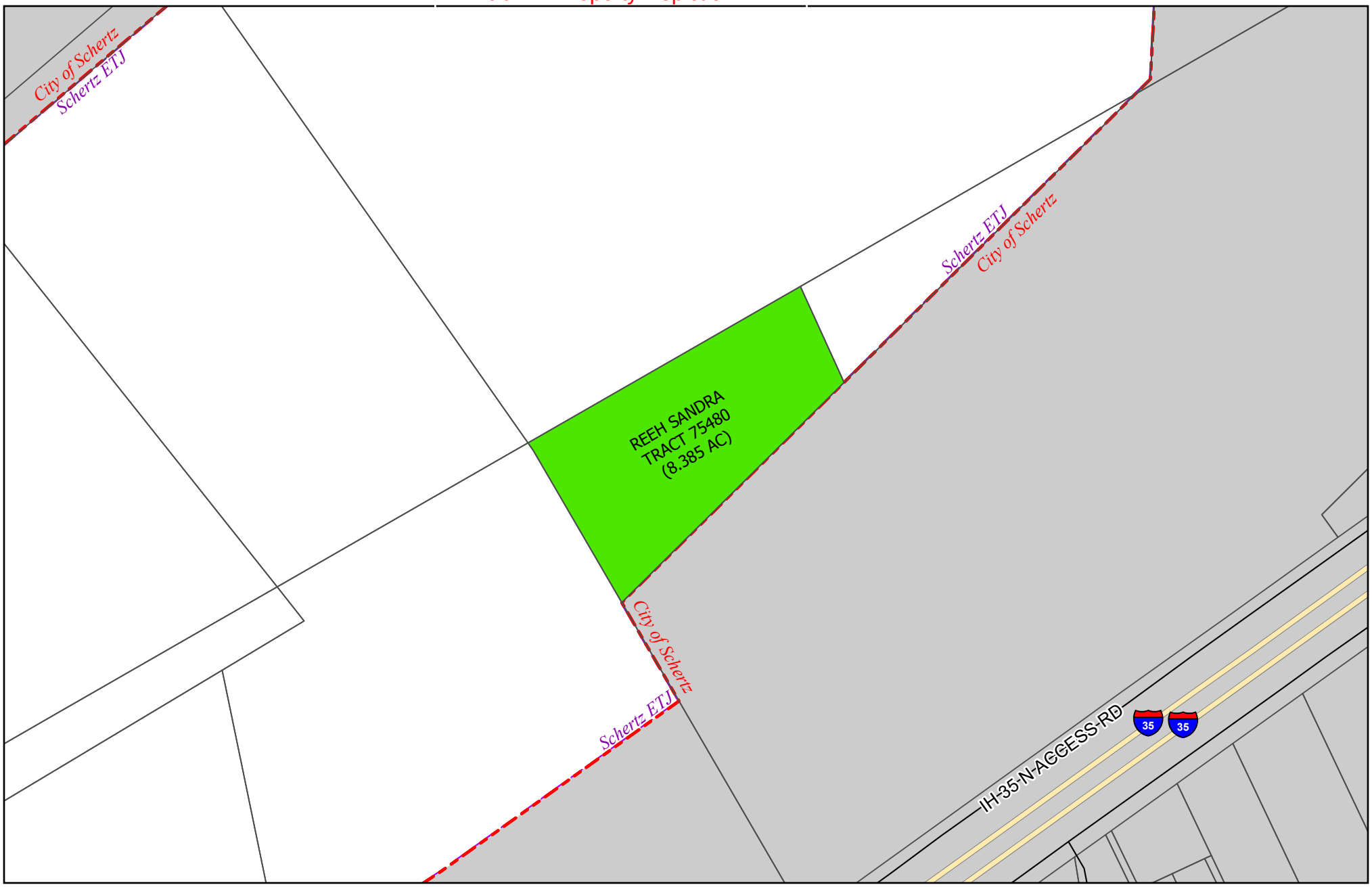
_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheila Edmondson, City Secretary

Exhibit “A”: Property Depiction

Exhibit "A": Property Depiction



SCHERTZ

City of Schertz

Annexation Parcels

Schertz Municipal Boundary

0 150 300 600 900 Feet

Last Update: April 10, 2024

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

Exhibit “B”: Service Plan

SERVICE PLAN
CITY OF Schertz, TEXAS

SERVICE PLAN FOR ANNEXATION OF
Comal County, Property Id: 75480

Upon annexation of the area identified above and as identified on Exhibit A, the City of Schertz will provide City services utilizing methods by which it extends services to any other equivalent area of the City.

SERVICES PROVIDED BY THE EFFECTIVE DATE OF ANNEXATION

1. **Police Protection**

   The City of Schertz, Texas and its Police Department will provide police protection to newly annexed areas at the same or similar level of service now being provided to other areas of the City with like topography, land use and population density as those found within the newly annexed areas. The Police Department will have the responsibility to respond to all dispatched calls for service or assistance within the newly annexed areas.

2. **Fire Protection and Emergency Medical Services**

   The City of Schertz, Texas will provide fire protection to newly annexed areas at the same or similar level of service now being provided to other areas of the City, with like topography, land use and population density as those found within the newly annexed areas.

   The City of Schertz, Texas will provide EMS services to newly annexed areas at the same or similar level of service now being provided to other areas of the City, with like topography, land use and population density as those found within the newly annexed areas.

3. **Maintenance of Water and Wastewater Facilities**

   All water and wastewater facilities owned or maintained by the City of Schertz at the time of the proposed annexation shall continue to be maintained by the City of Schertz. All water and wastewater facilities which may be acquired subsequent to the annexation of the proposed areas shall be maintained by the City of Schertz to the extent of its ownership. The now existing water and wastewater mains at existing locations shall be available for the point of use extension based upon the City of Schertz standard extension policy now existing or as may be amended. Existing On-site sewerage systems may be maintained in accordance with the County's regulations.

4. **Solid Waste Collection**

   Solid waste collection will be provided to citizens in the newly annexed areas at the same or similar level of service now being provided to other areas of the City with like topography, land use and density as those found within the newly annexed areas. The City may negotiate with annexed areas to allow continued services with an existing solid waste management provider. After the second anniversary of the annexation date, the City will impose fees and provide the service.

   If areas with private roads and/or gates are arranged so that garbage may be collected without creating a safety hazard, the City, at its discretion, may collect the garbage provided proper indemnification is received from the community association or individual property owners. The City will then impose fees and provide the service. Garbage collection locations shall be subject to the approval of the Sanitation Manager. In the event the City does not collect garbage within the areas with private roads and/or gates, residents of these areas will not be billed for service after the two-year date.

5. **Maintenance of Roads and Streets**

Any and all public roads, streets or alleyways shall be maintained to the same degree and extent that other public roads, streets, and alleyways are maintained in areas of the City with like topography, land use and density as those found within the newly annexed areas. Private roads will remain under the ownership of the homeowners association and as such maintained by the association.

6. **Maintenance of Parks, Playgrounds, and Swimming Pools**

The City of Schertz, Texas is not aware of the existence of any publicly owned parks, playgrounds or swimming pools now located in the proposed areas of annexation. In the event any such parks, playgrounds, or swimming pools do exist and are public facilities, the City will maintain such areas and facilities to the extent and degree and to the same or similar level of service now being provided to other such areas and facilities within the corporate limits of the City with like topography, land use and density as those found within the newly annexed areas. Private facilities will remain under the ownership of the homeowners association and as such maintained by the association.

7. **Maintenance of any Publicly owned Facility, Building or Municipal Service**

The City of Schertz, Texas is not aware of the existence of any publicly owned facility, building, or other municipal service now located in the proposed areas of annexation. In the event any publicly owned facility, building, or other municipal service does exist and are public facilities, the City will maintain such areas and facilities to the extent and degree and to the same or similar level of service now being provided to other such areas and facilities within the corporate limits of the City with like topography, land use and density as those found within the newly annexed areas.

8. **Other Services**

The City of Schertz, Texas finds and determines that such services as planning, code enforcement, animal control, library, parks and recreation, court and general administration will be made available after the effective date of annexation at the same or similar level of service now being provided to other areas of the City with similar topography, land use and density as those found within the newly annexed areas.

CONSTRUCTION OF ANY CAPITAL IMPROVEMENTS TO BE COMPLETED WITHIN 2 ½ YEARS

1. **Police and Fire Protection and Solid Waste Collection**

The City of Schertz, Texas, finds and determines it is not necessary to acquire or construct any capital improvements within 2 ½ years of the effective date of the annexation of the particular annexed areas for the purpose of providing police protection, fire protection, emergency medical services or solid waste collection. The City finds and determines that it has at the present time adequate facilities and other resources to provide the same type, kind and level of service and protection which is presently being administered to other areas already incorporated in the City of Schertz, Texas with like topography, land use and population density as those found within the newly annexed areas.

2. **Water and Wastewater Facilities**

For the next 2 ½ years, the City of Schertz, Texas finds and determines that there is water and wastewater services available to the annexed areas pursuant to the City of Schertz extension policies.

3. **Roads and Streets**

The City of Schertz, Texas, finds and determines it is not necessary to acquire or construct any capital improvements within 2 ½ years of the effective date of the annexation of the particular annexed areas.

4. **Maintenance of Parks, Playgrounds, and Swimming Pools and Any Other Publicly Owned Facility, Building, or Service**

The City of Schertz, Texas, finds and determines it is not necessary to acquire or construct any capital improvements within 2 ½ years of the effective date of the annexation of the particular annexed areas for the purpose of parks maintenance, playgrounds, swimming pools and other publicly owned facility, building or service.

SPECIFIC FINDINGS

The City of Schertz, Texas, finds and determines that this proposed service plan will not provide any fewer services and will not provide a lower level of service in the areas being considered for annexation that were in existence in the proposed areas at the time immediately preceding the annexation process. Given the proposed annexation areas' topography, land utilization and population density, the service levels to be provided in the newly annexed areas will be equivalent to those provided to other areas of the City with similar characteristics.

TERMS

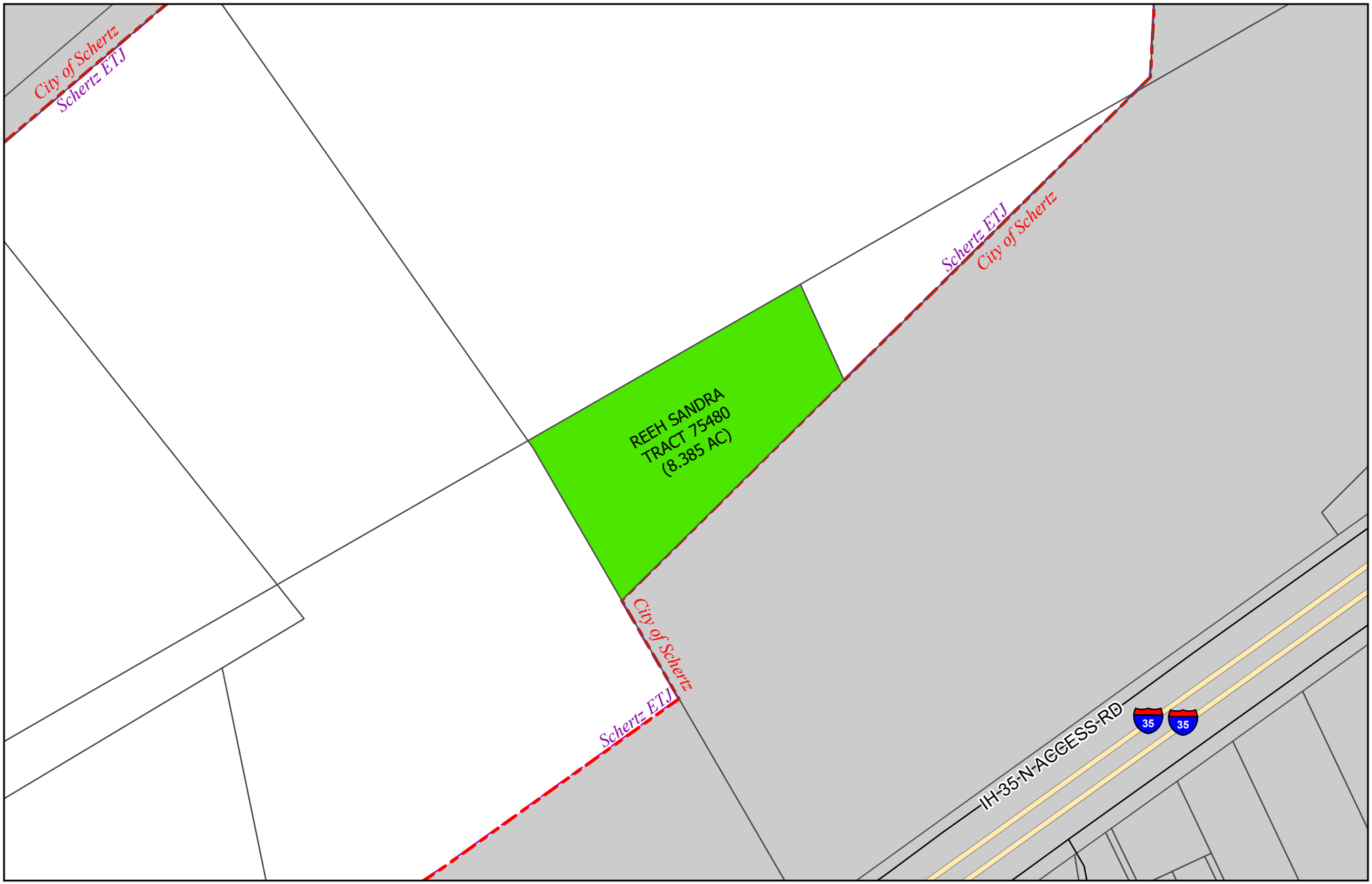
This plan shall be valid for a term of ten (10) years. Renewal of the Service Plan is at the discretion of the City of Schertz.

LEVEL OF SERVICE

Nothing in this plan shall require the City to provide a uniform level of full municipal services to each area of the City, including the annexed areas, if different characteristics of topography, land use, and population density are considered a sufficient basis for providing different levels of service.

AMENDMENTS

The plan shall not be amended unless public hearings are held in accordance with Chapter 43 of the Texas Local Government Code.



SCHERTZ

City of Schertz

Annexation Parcels

Schertz Municipal Boundary

0 150 300 600 900 Feet

Last Update: April 10, 2024

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

Annexations-

Comal County and Guadalupe County

EMILY DELGADO| PLANNING MANAGER

SCHERTZ
COMMUNITY. SERVICE. OPPORTUNITY.

Background

Annexation of land into the City's corporate limits may be voluntary or involuntary. The Texas Local Government Code (LGC) provides requirements and outlines the annexation process based on the annexation type. The proposed annexations are voluntary based on the Delayed Annexation Development Agreements that were originally entered into in 2010 and 2011 and the extensions that were offered in 2020 and 2021 thus Chapter 43, Subchapter C-3 of the Texas Local Government Code applies. The City's Unified Development Code (UDC) Section 21.4.8 includes provisions for processing of voluntary annexation requests.

In 2010 and 2011 the City of Schertz entered into Delayed Annexation Development Agreements with property owners based on Texas Local Government Code Section 43.016. Per the agreements that were signed and executed specifically Section 5. Term; Annexation at End of Term stipulates that ten (10) years after the effective date of the agreement the property is to be annexed into the City of Schertz.

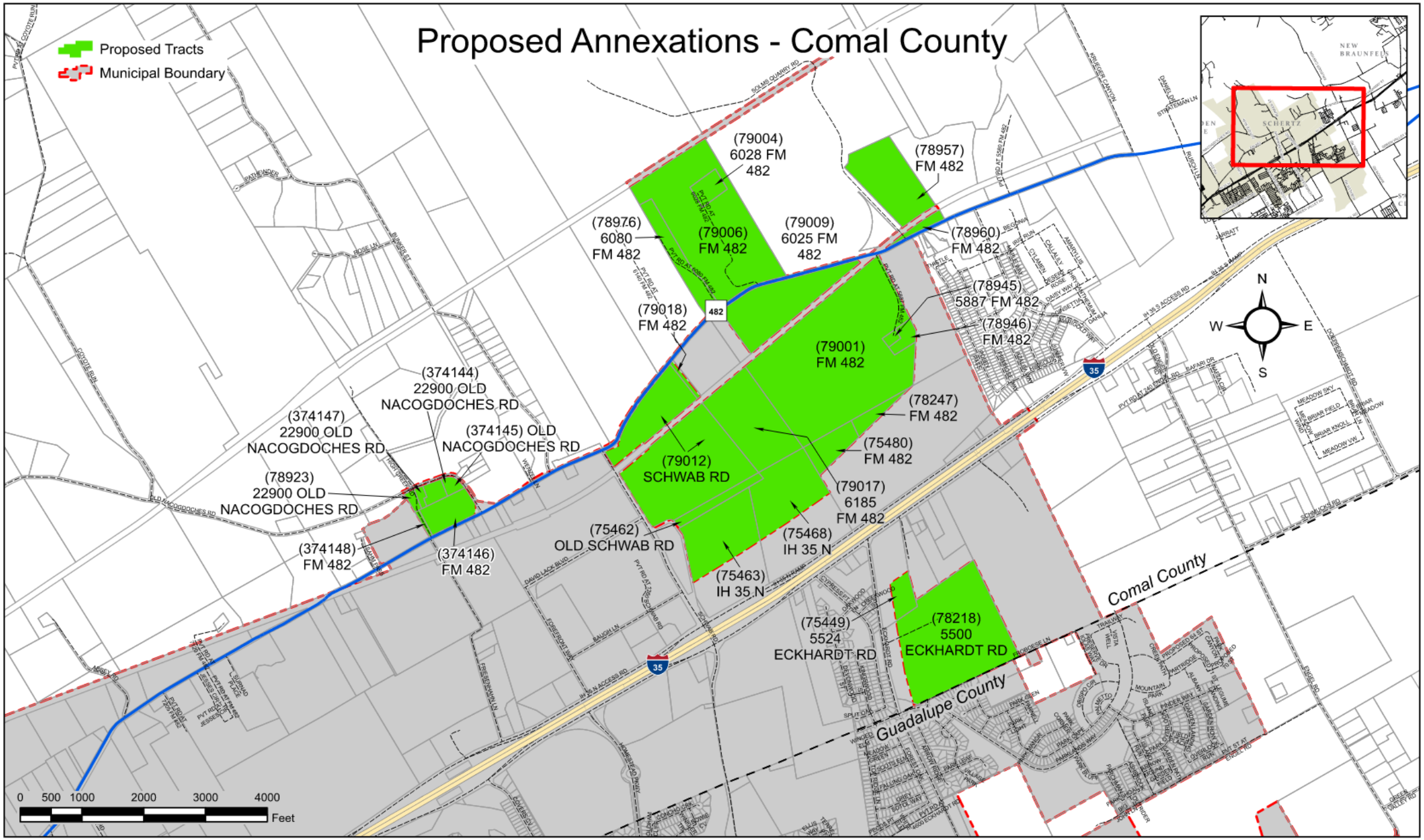
SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

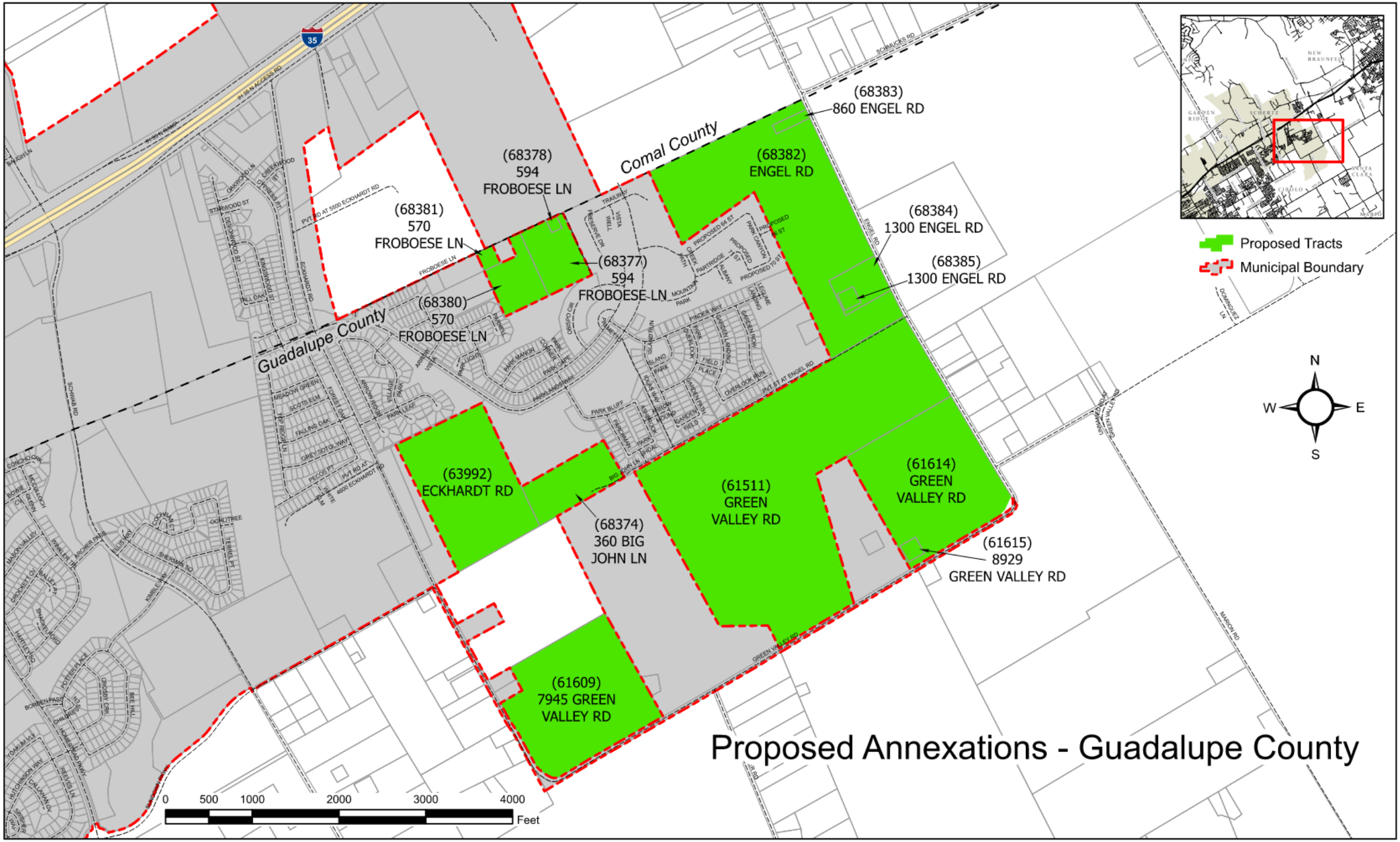
Background Continued

- In 2020 and 2021 the City of Schertz City Council authorized the City Manager and Staff to offer Development Agreement Extensions based on the nationwide and statewide declaration of public health emergency in relation to COVID -19. In addition, the Development Agreement Extensions would allow City staff to complete the Comprehensive Land Use Plan update which would be utilized when zoning the annexed properties. These extensions would provide the same rights as previously established in the original agreements but would delay the annexation of the properties to a later date. The prohibition on annexations would be in effect until January 1, 2024, at which time the City of Schertz would begin annexation proceedings and conclude them no later than December 31, 2024.
- At this time, the first date identified in the agreement (January 1, 2024) has passed. Additionally, with the approval of Ordinance 24-S-06, the Comprehensive Land Use Plan has officially been adopted and can be utilized for zoning cases moving forward. Per the Development Agreement Extensions, City staff started the annexation and zoning process in accordance with the extensions in the fall of 2023. Resolution 24-R-41 approved by City Council on April 16, 2024 accepted petitions for voluntary annexation of 25 properties, approximately 507-acres within Comal County and 14 properties, approximately 387- acres within Guadalupe County. The following Ordinances 24-A-27 through 24-A-65 if approved, would annex 25 properties within Comal County and 14 properties within Guadalupe County.
- The Planning and Zoning Commission held a public hearing for the associated zoning for the subject properties on May 8, 2024. The Planning and Zoning Commission meeting can be viewed on the City's YouTube site.

Background Continued

- A public hearing notice was published on May 24, 2024, in the "San Antonio Express" the annexation of properties in Comal and Guadalupe County. A public hearing notice was mailed to Comal ISD on May 24, 2024. Additionally, a public hearing notice was posted on the City of Schertz website on May 23, 2024.
- Although the original notice encompassed all of the Comal and Guadalupe County parcels proposed for annexations, it has been determined that it is more appropriate for City Council to take action on each individual parcel separately. This is why each individual parcel was listed separately on the City Council agenda and each will have its own public hearing and action.
- Under Texas Local Government Code Section 43.057, Staff finds that surrounding any area, but not including such area within the City limits through this annexation, is in the public's interest.


Proposed Annexations - Comal County
Proposed Tracts
Municipal Boundary
(79004)
6028 FM
482
(78957)
FM 482
(78976)
6080
FM 482
(79006)
FM 482
(79009)
6025 FM
482
(78960)
FM 482
(78945)
5887 FM 482
(78946)
FM 482
(79018)
FM 482
482
(79001)
FM 482
(374144)
22900 OLD
NACOGDOCHES RD
(374147)
22900 OLD
NACOGDOCHES RD
(374145) OLD
NACOGDOCHES RD
(78247)
FM 482
(79012)
SCHWAB RD
(75480)
FM 482
(78923)
22900 OLD
NACOGDOCHES RD
(79017)
6185
FM 482
(75462)
OLD SCHWAB RD
(75468)
IH 35 N
(374148)
FM 482
(374146)
FM 482
(75463)
IH 35 N
(75449)
5524
ECKHARDT RD
(78218)
5500
ECKHARDT RD
Comal County
Guadalupe County
N
W
E
S
35
0 500 1000 2000 3000 4000
Feet


(68383)
860 ENGEL RD
(68382)
ENGEL RD
(68384)
1300 ENGEL RD
(68385)
1300 ENGEL RD
(68378)
594
FROBOESE LN
(68381)
570
FROBOESE LN
(68377)
594
FROBOESE LN
(68380)
570
FROBOESE LN
Comal County
Guadalupe County
(63992)
ECKHARDT RD
(68374)
360 BIG
JOHN LN
(61511)
GREEN
VALLEY RD
(61614)
GREEN
VALLEY RD
(61615)
8929
GREEN VALLEY RD
(61609)
7945 GREEN
VALLEY RD
Proposed Tracts
Municipal Boundary
N
W
E
S
0
500
1000
2000
3000
4000
Feet
Proposed Annexations - Guadalupe County

Recommendation

Staff recommends approval of Ordinance 24-A-27 through Ordinance 24-A-65, for voluntary annexation of approximately 529-acres within Comal County and approximately 477- acres within Guadalupe County.

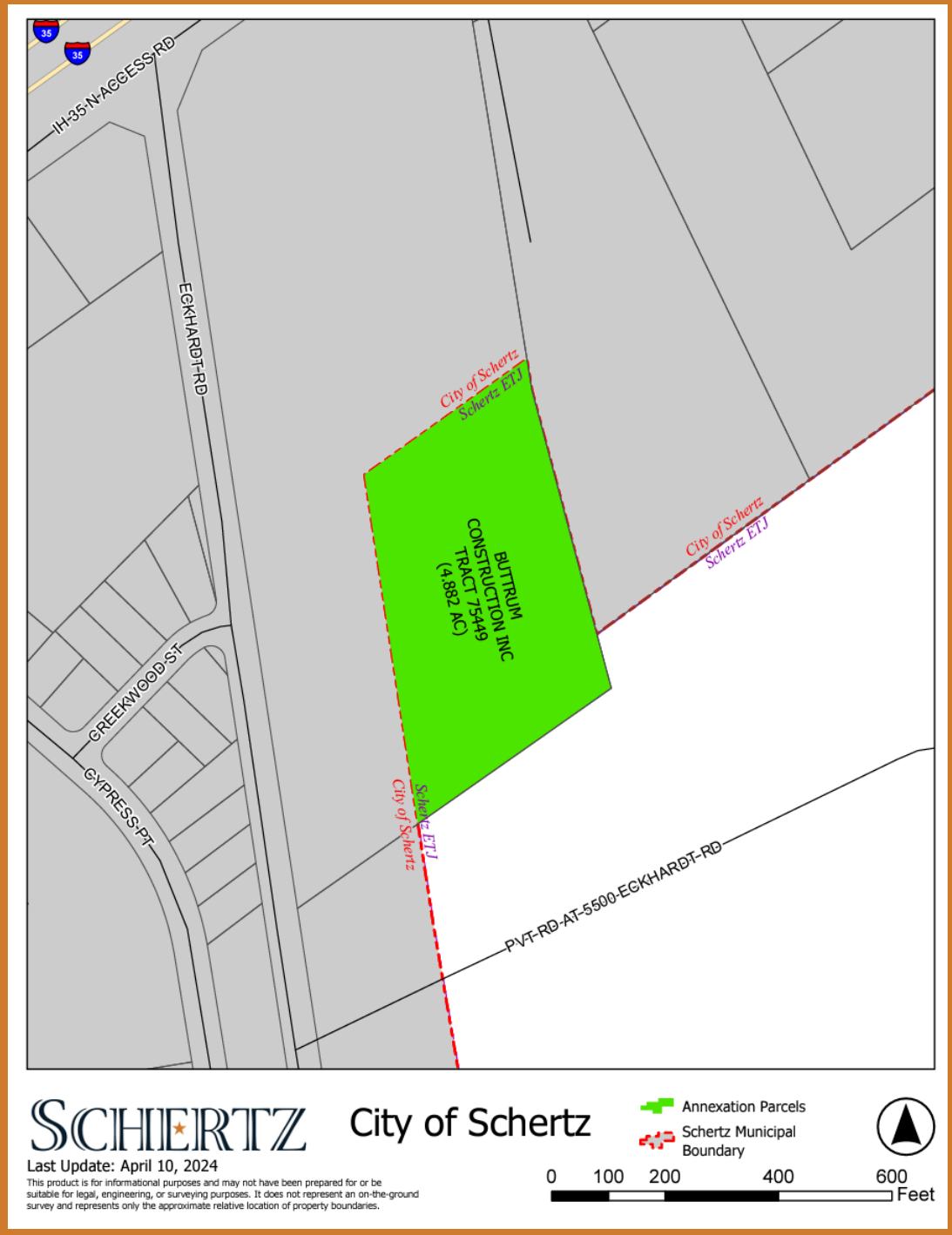
City Council

- City Council conducted individual public hearings on Ordinances 24-A-27 through Ordinance 24-A-65 on June 4, 2024.
- City Council unanimously approved each ordinance, Ordinances 24-A-27 through 24-A-65, at the June 4, 2024 City Council meeting, which can be viewed on YouTube.

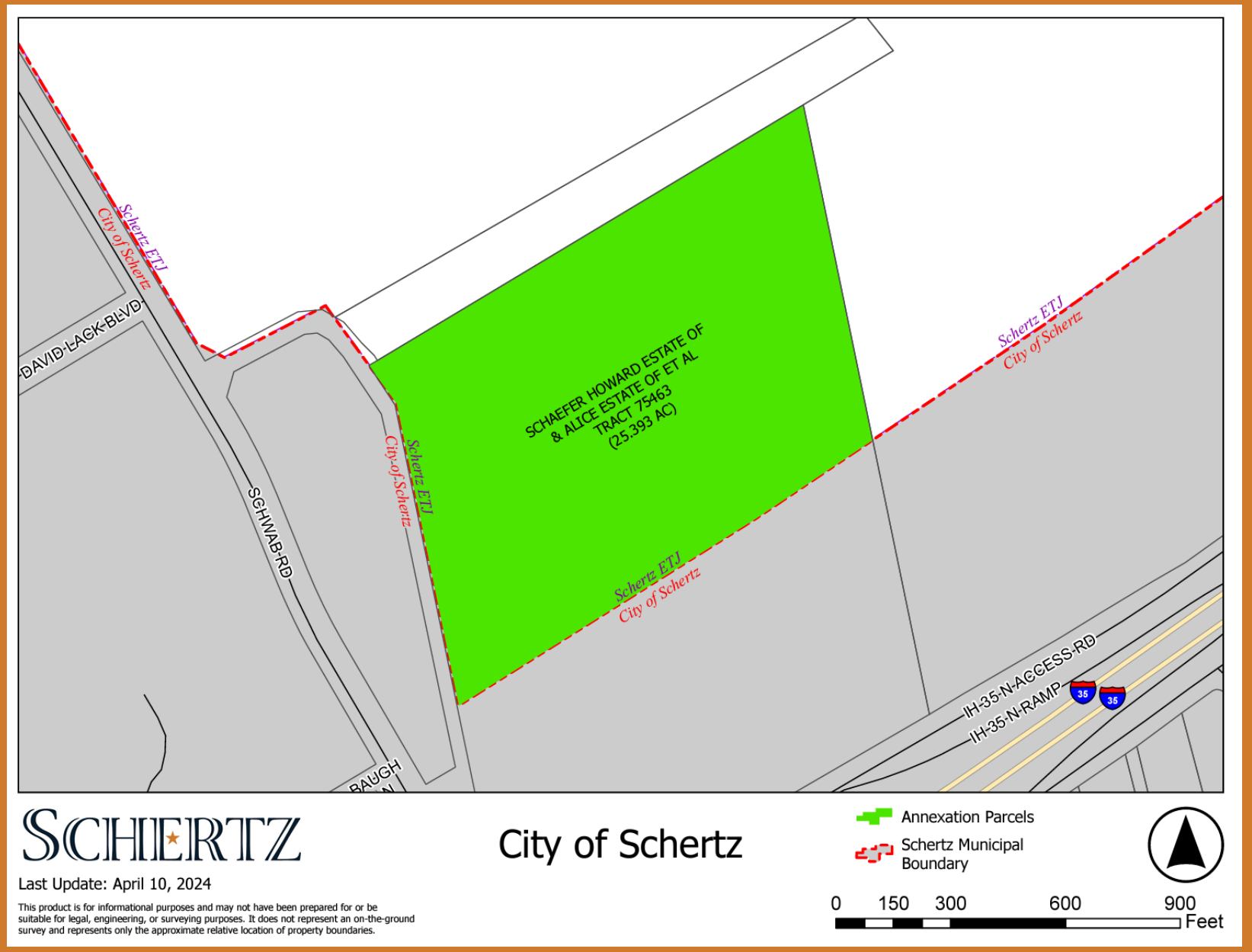
COMMENTS AND QUESTIONS

SCHERTZ
COMMUNITY. SERVICE. OPPORTUNITY.

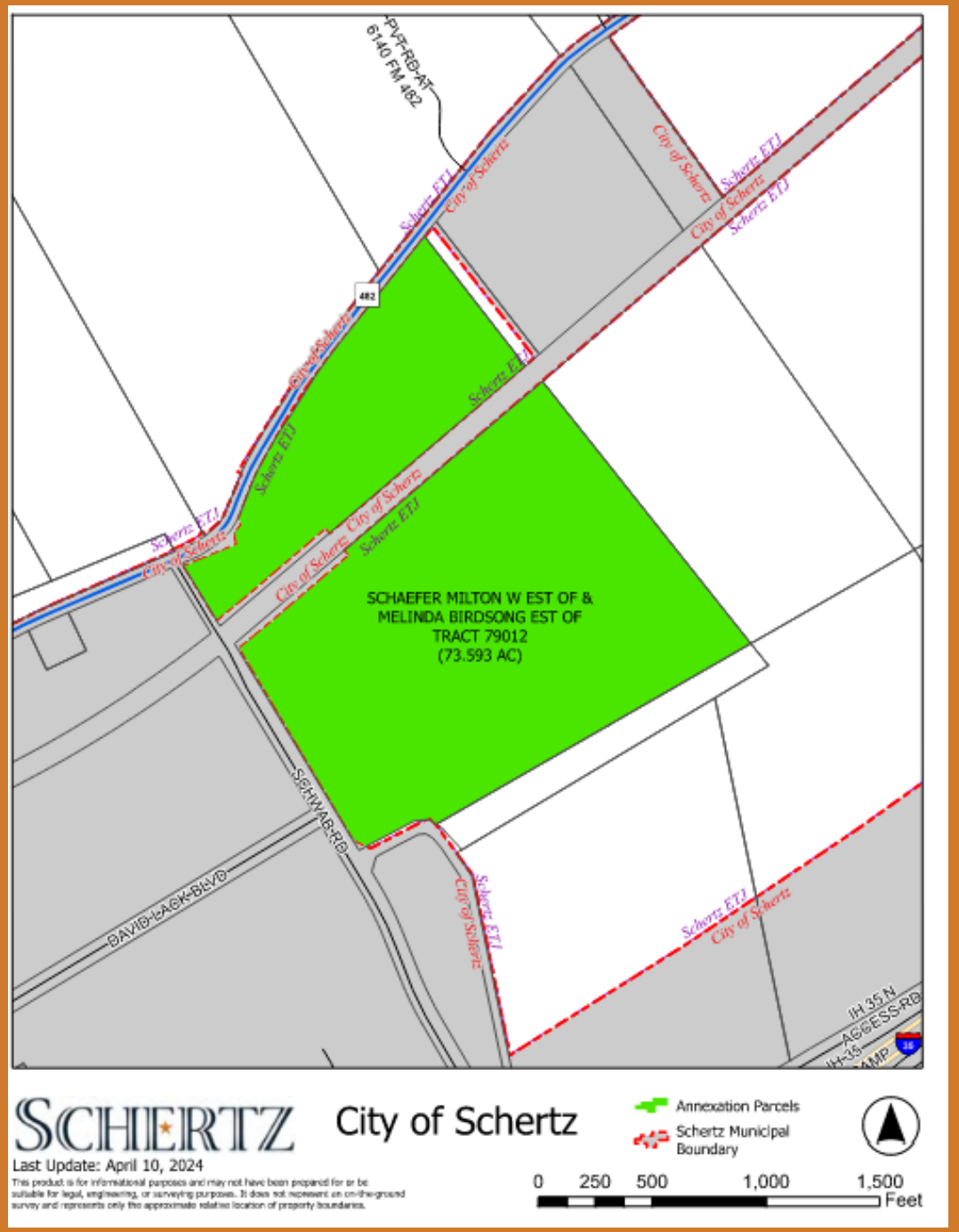
Comal County | Ordinance 24-A-27



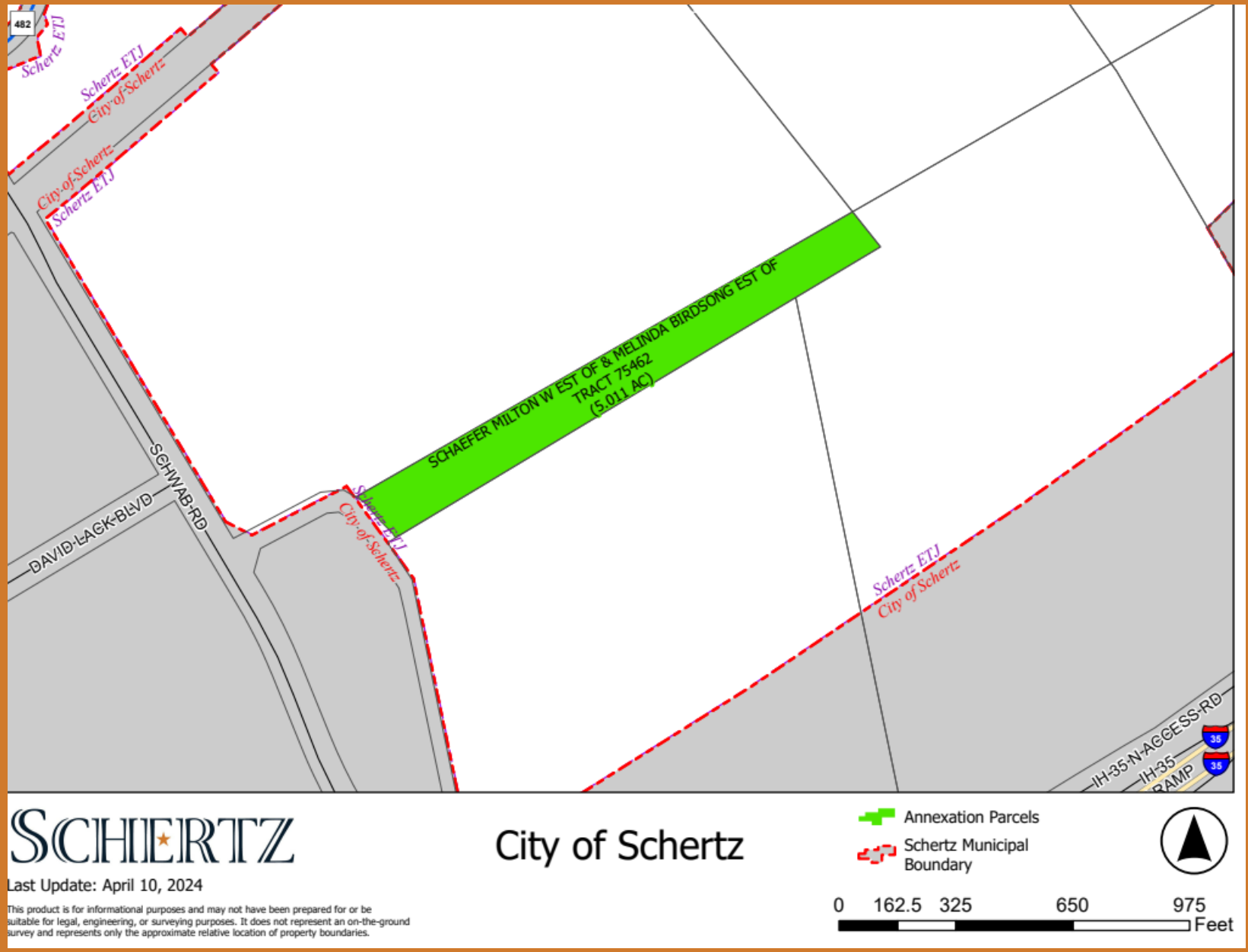
Comal County | Ordinance 24-A-28



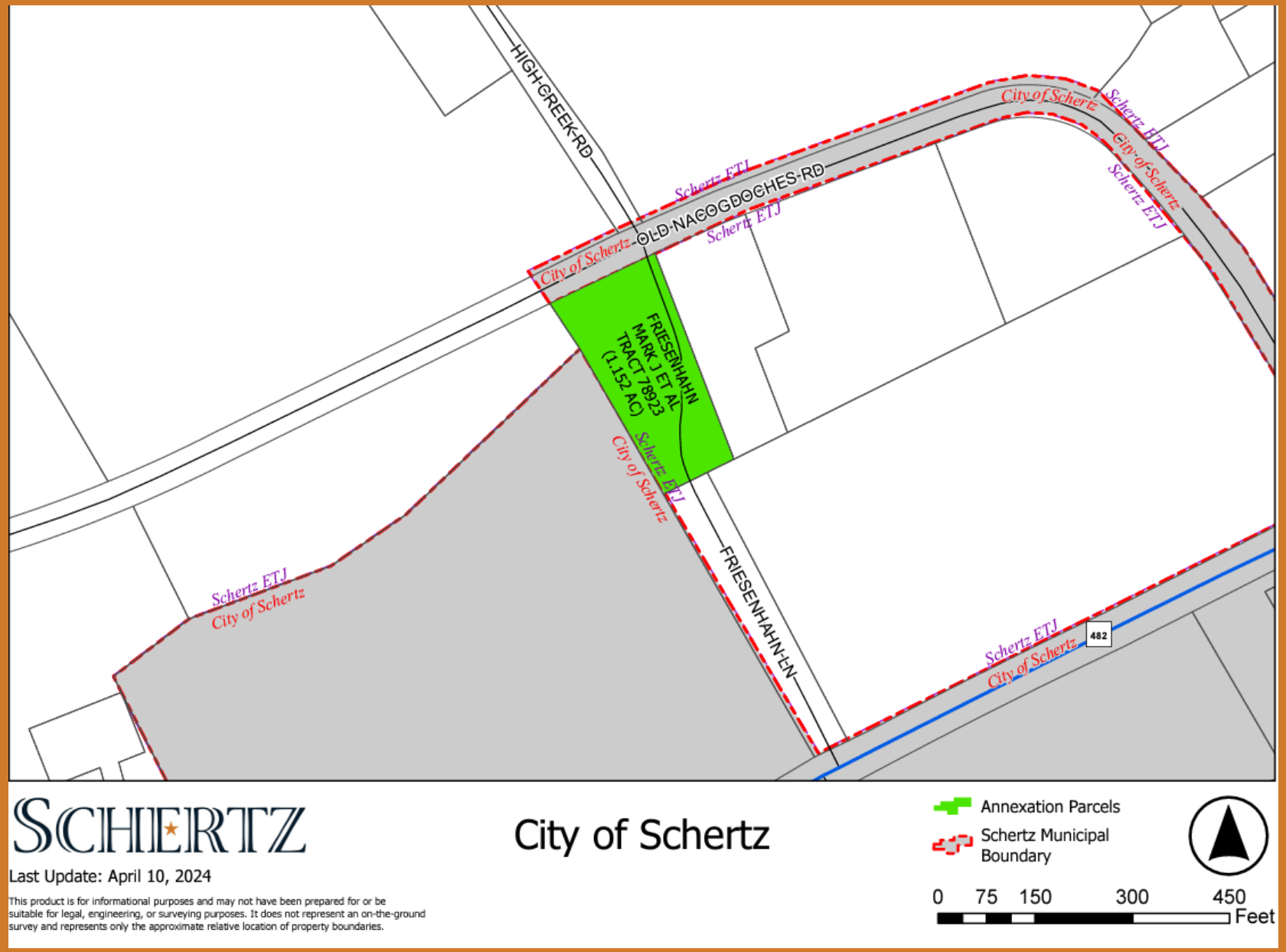
Comal County | Ordinance 24-A-29



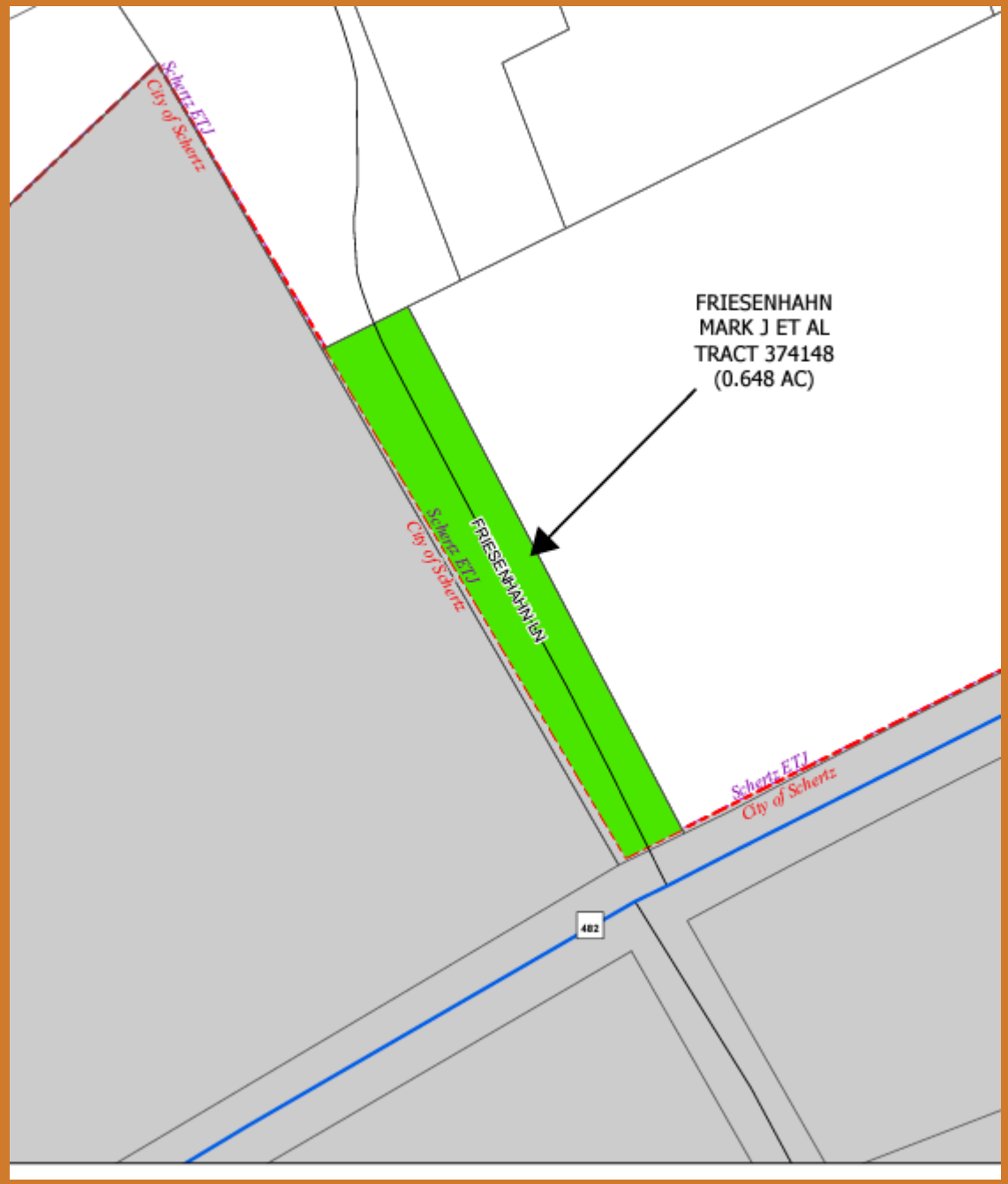
Comal County | Ordinance 24-A-30



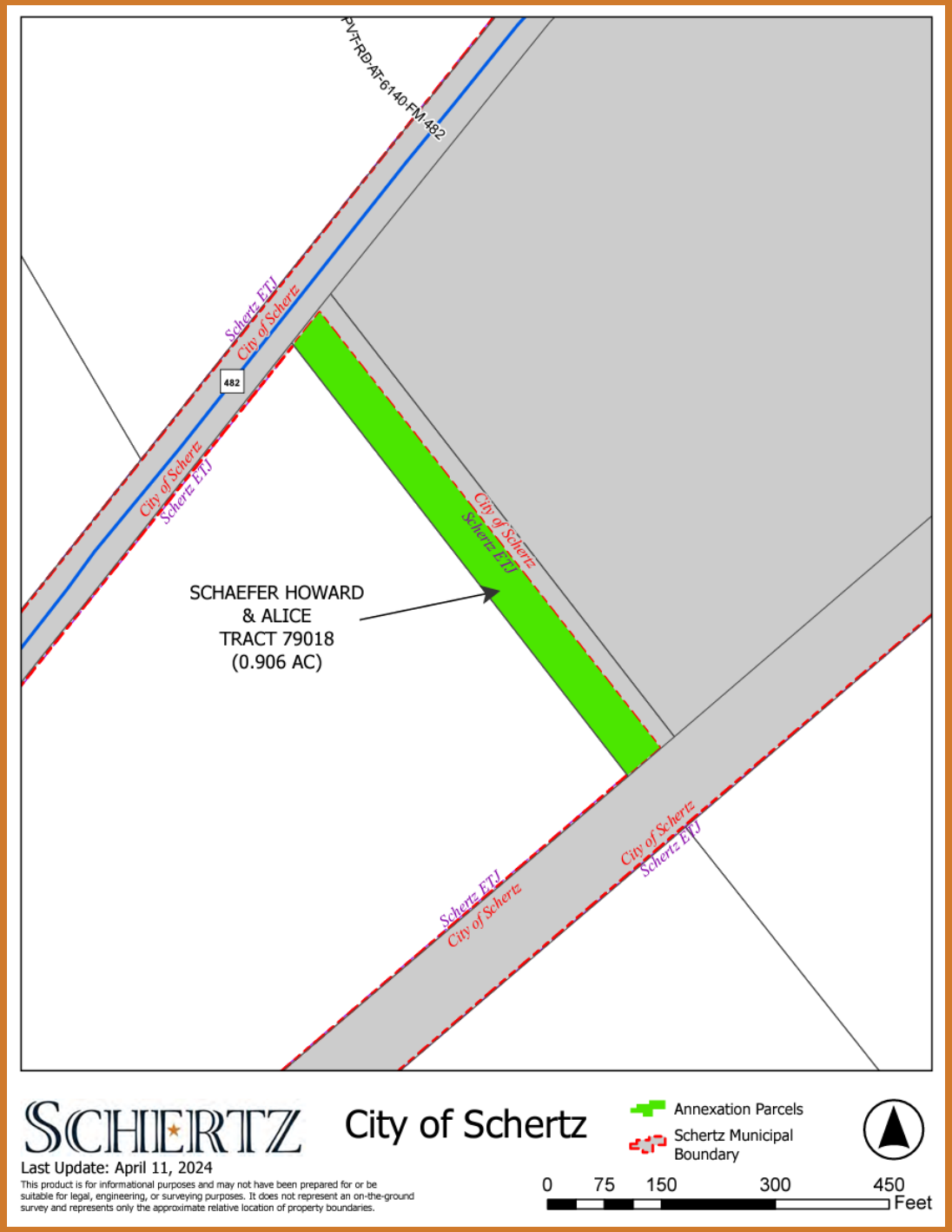
Comal County | Ordinance 24-A-31



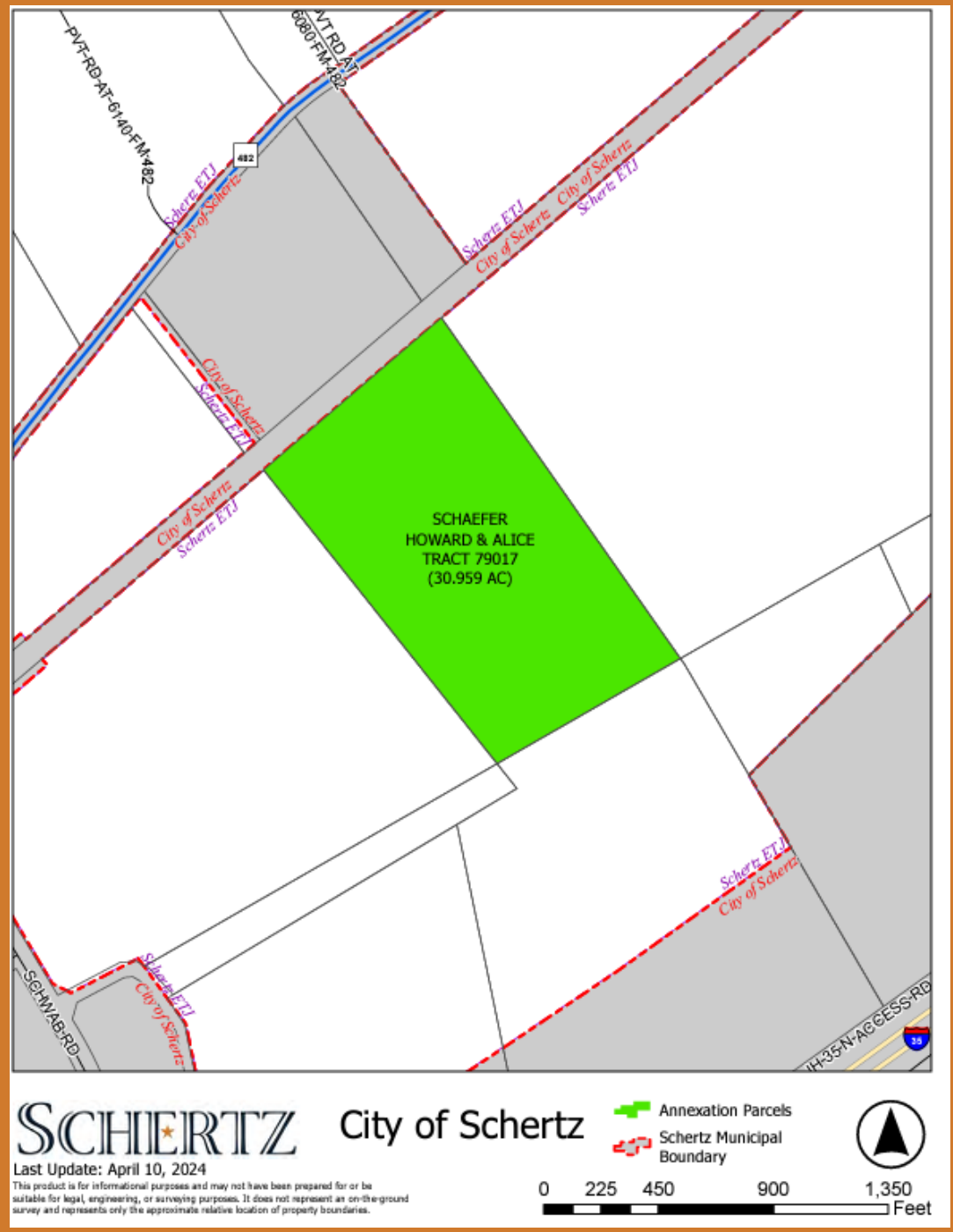
Comal County | Ordinance 24-A-32



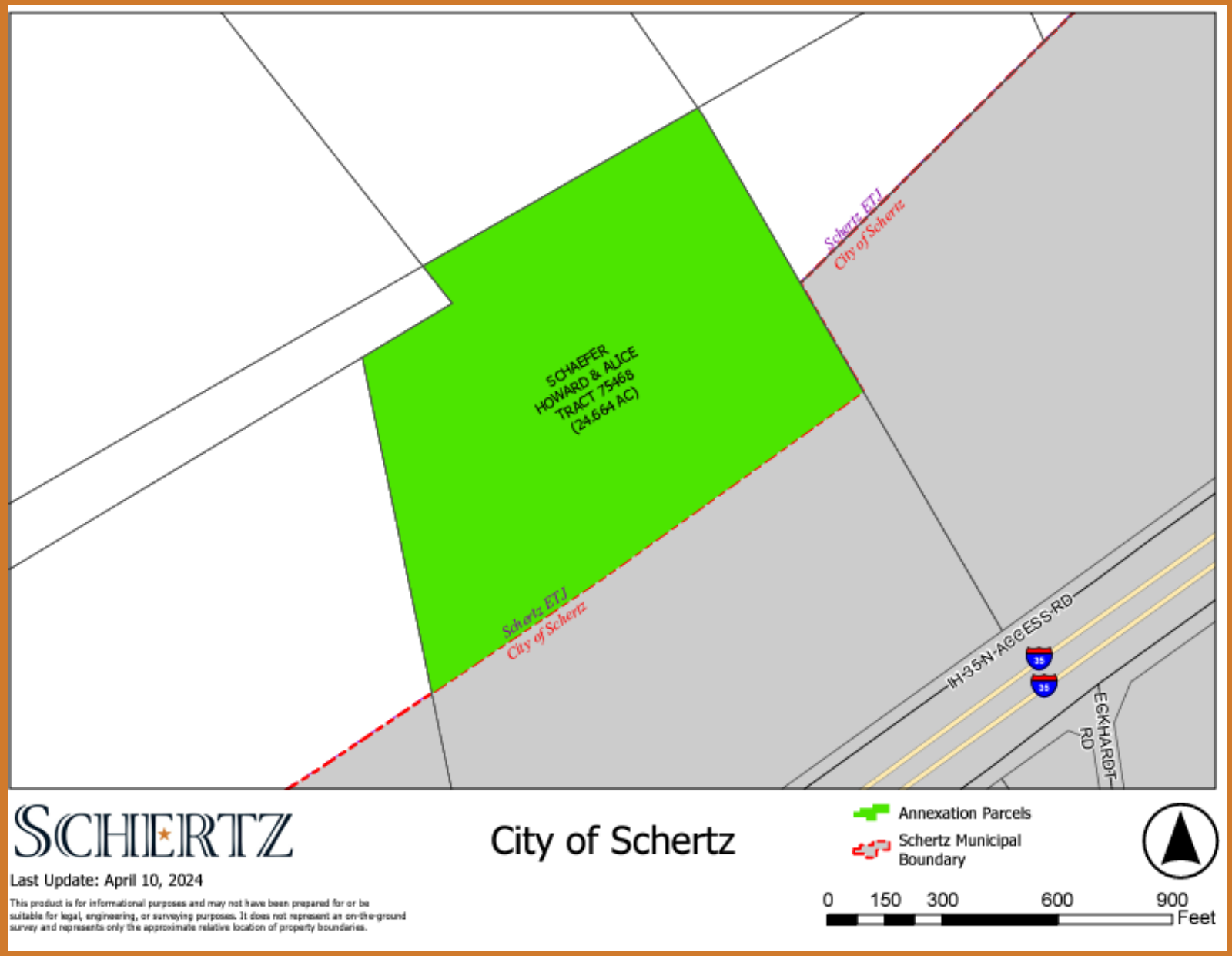
Comal County | Ordinance 24-A-33



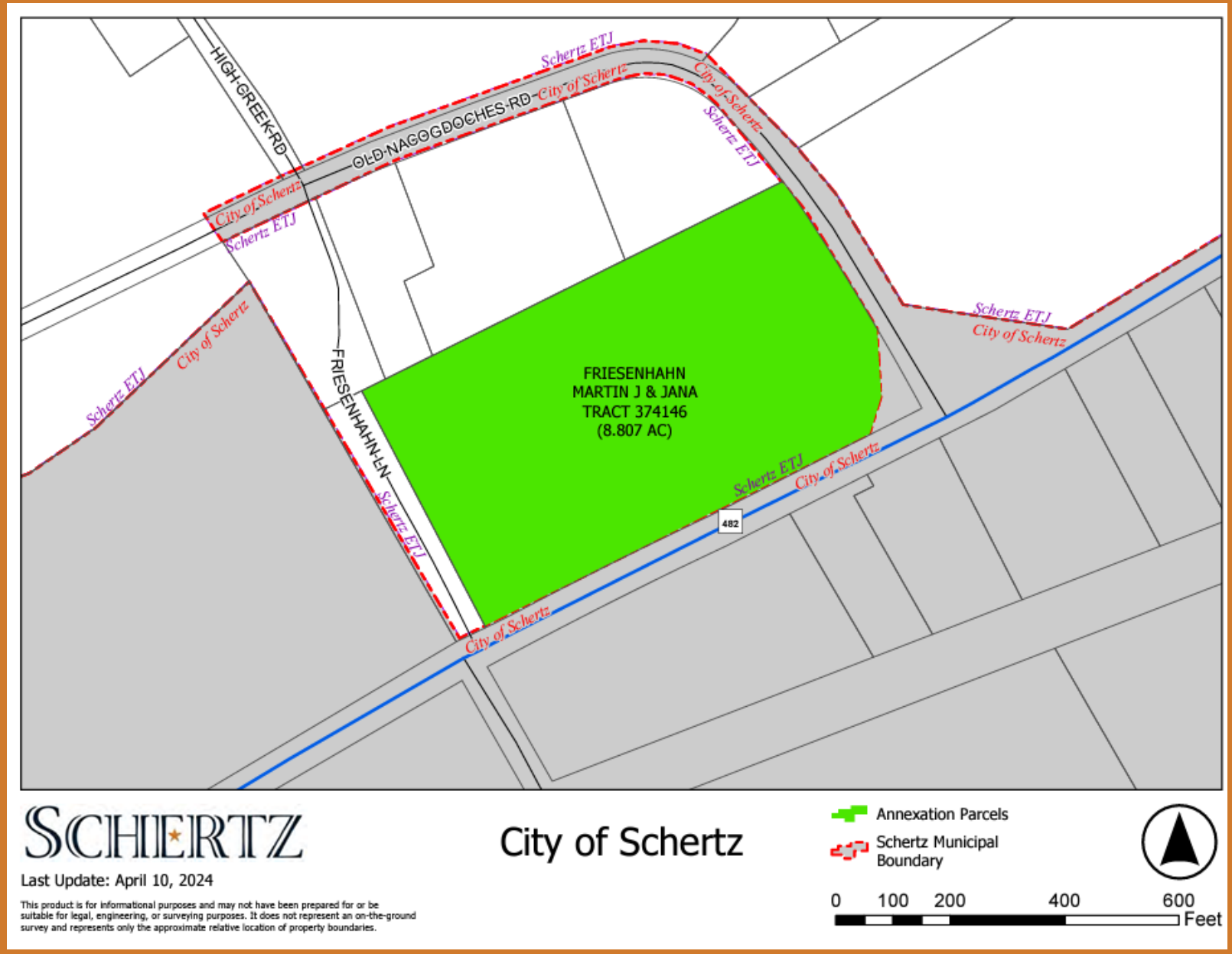
Comal County | Ordinance 24-A-34



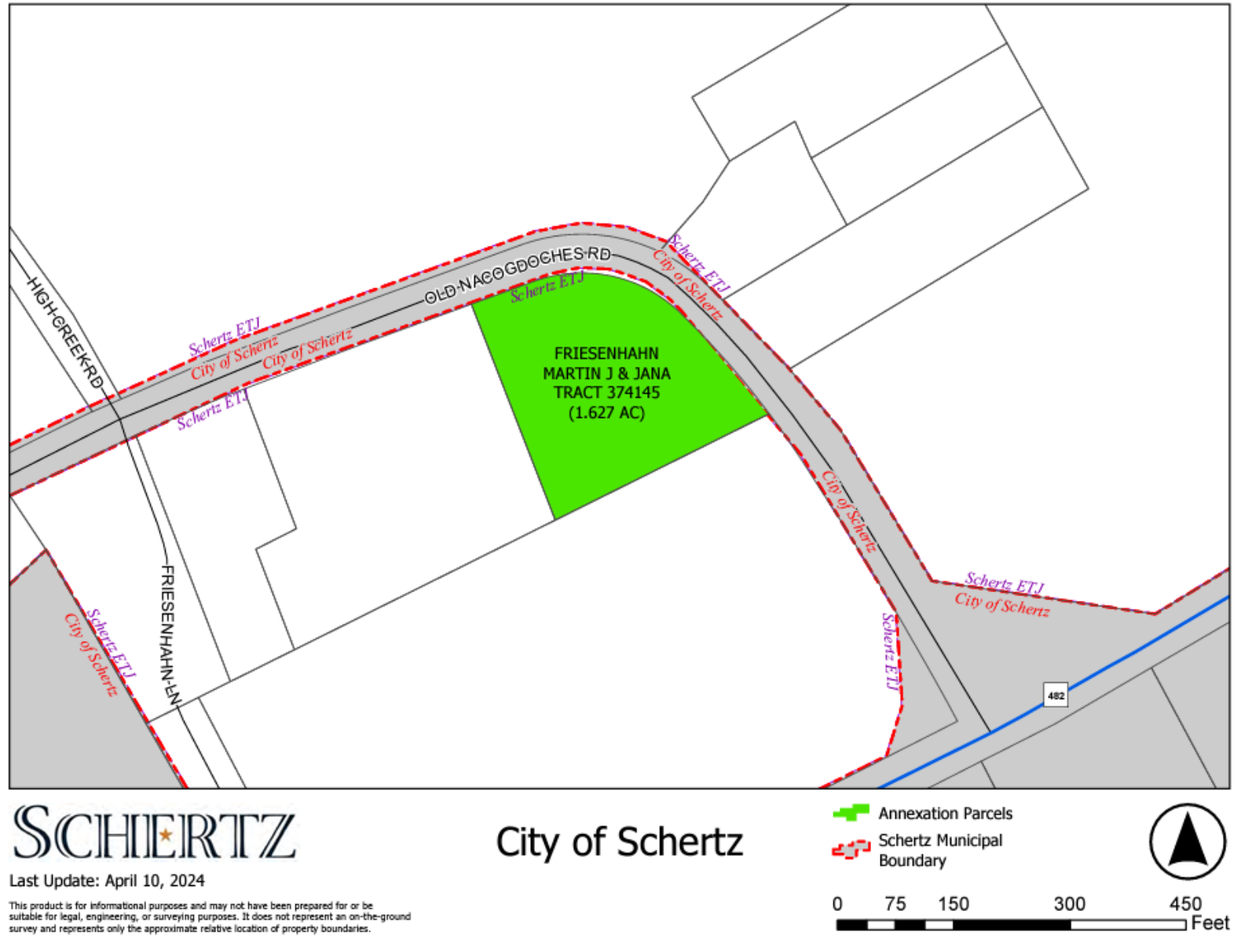
Comal County | Ordinance 24-A-35



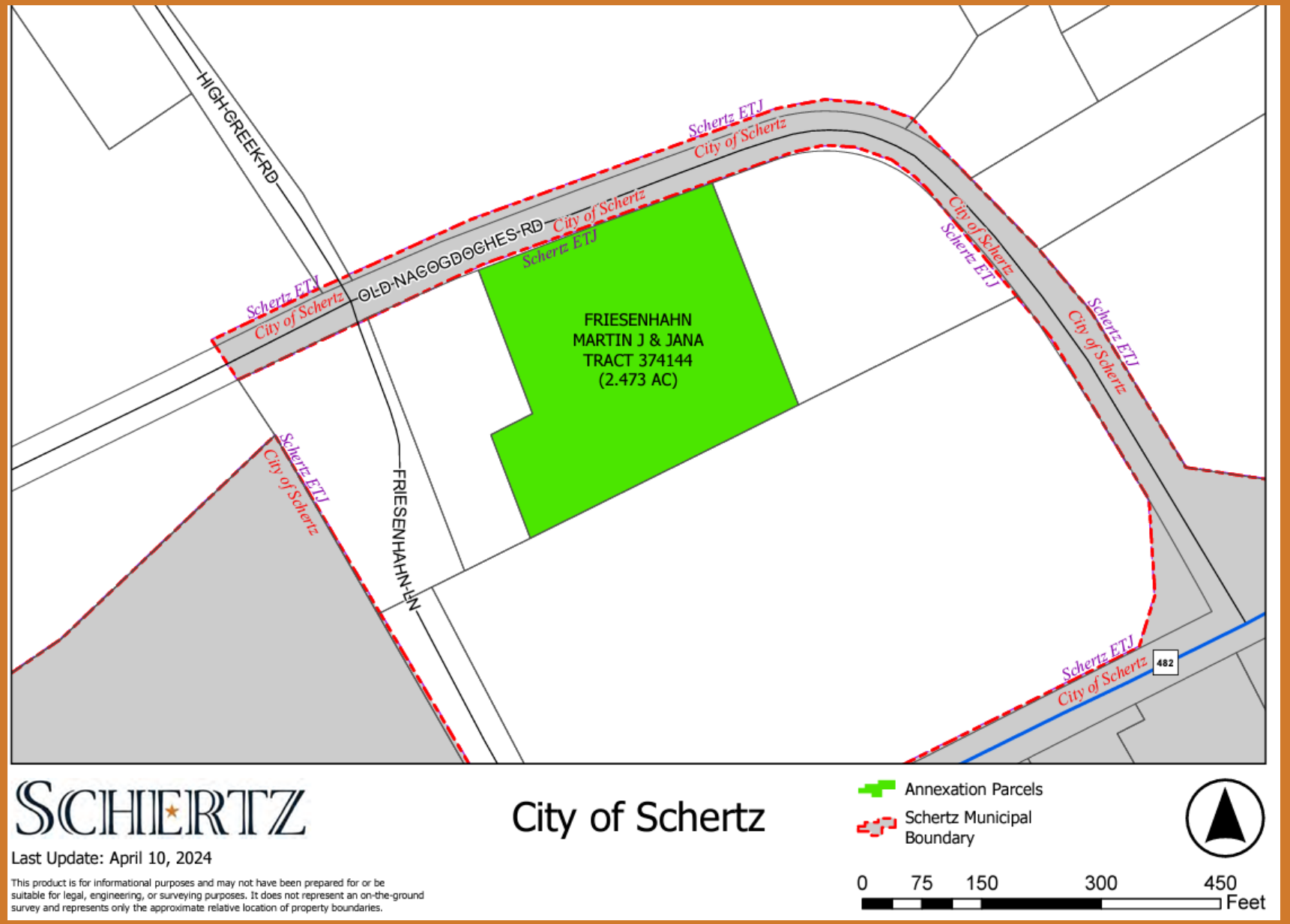
Comal County | Ordinance 24-A-36



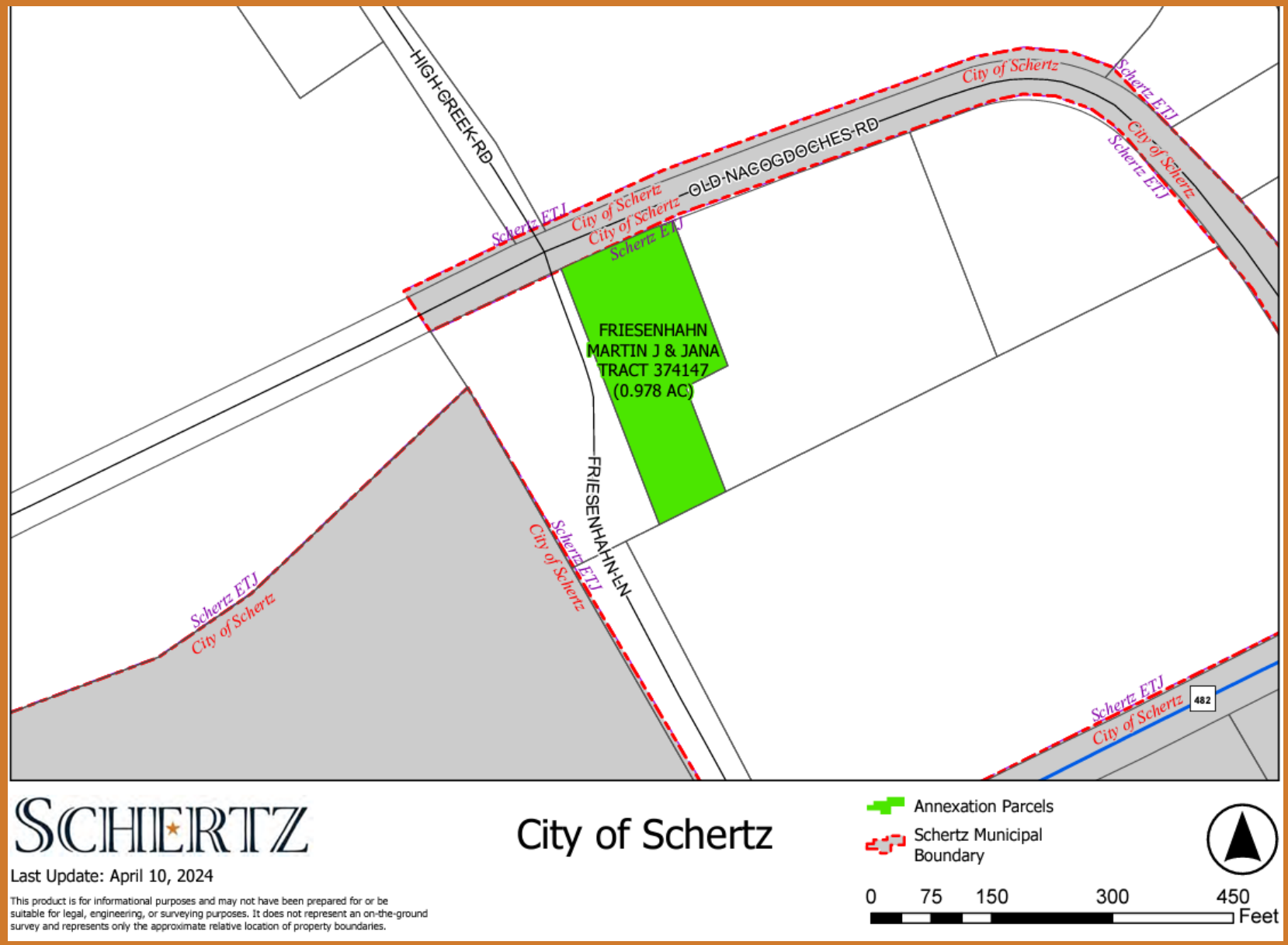
Comal County | Ordinance 24-A-37



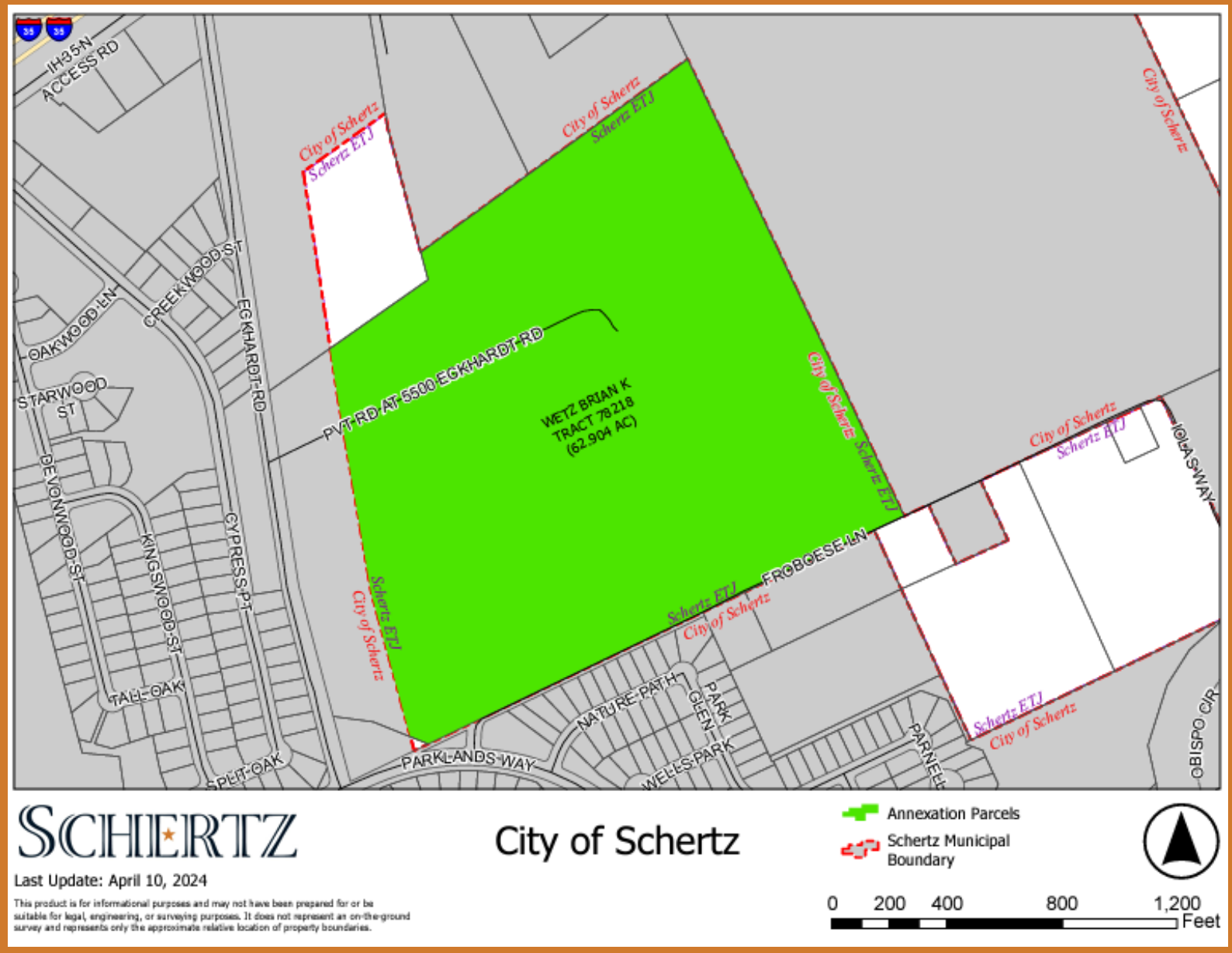
Comal County | Ordinance 24-A-38



Comal County | Ordinance 24-A-39



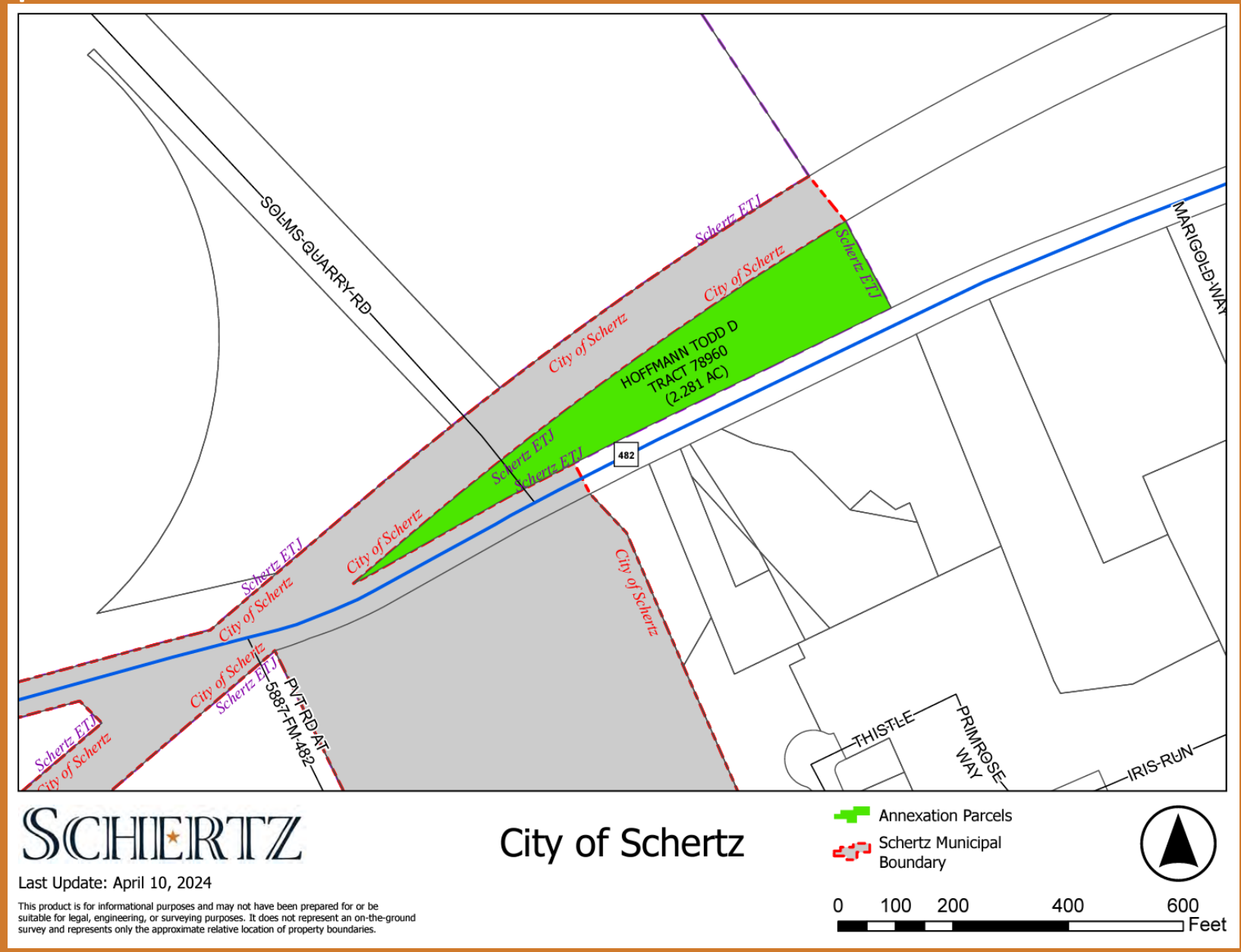
Comal County | Ordinance 24-A-40



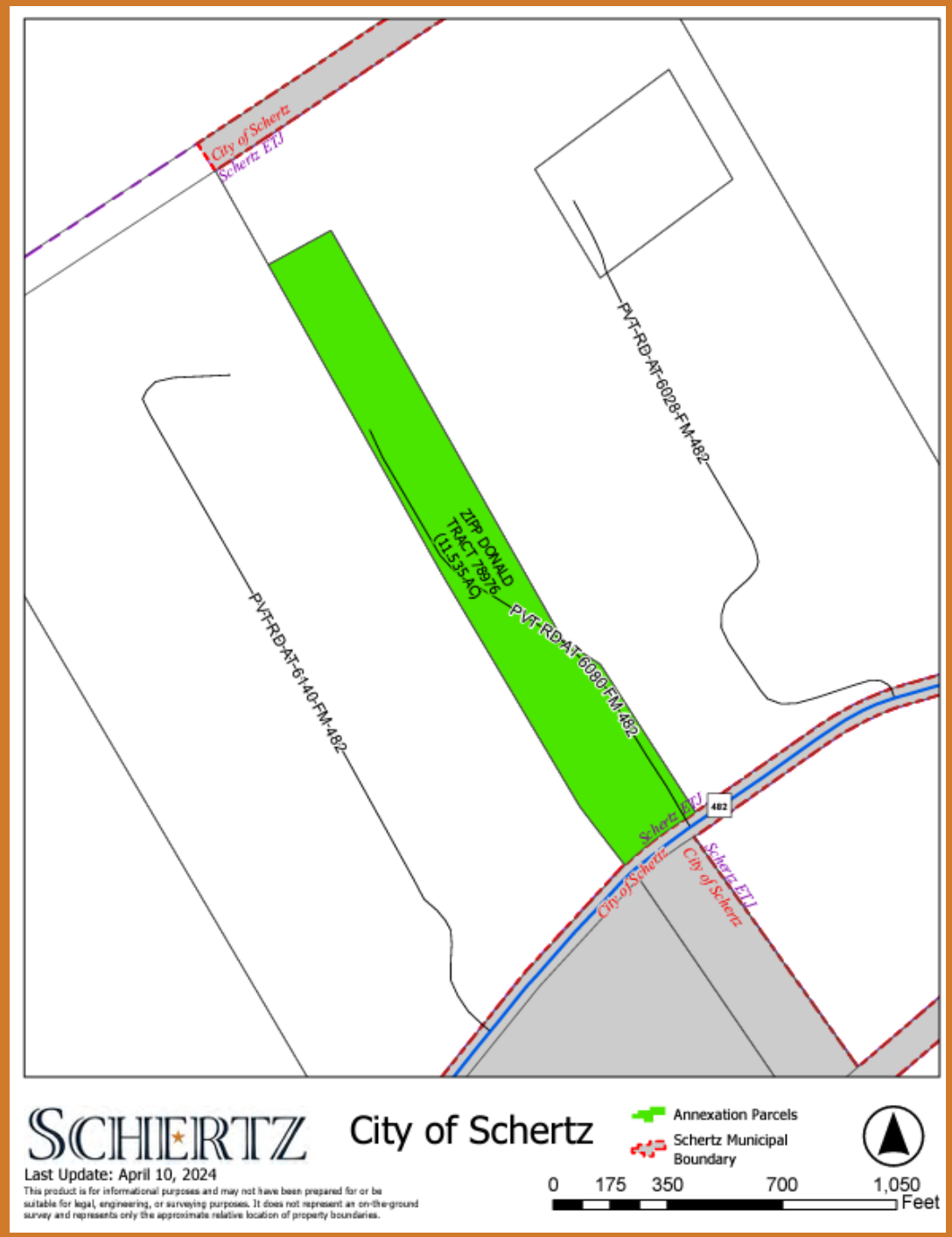
Comal County | Ordinance 24-A-41



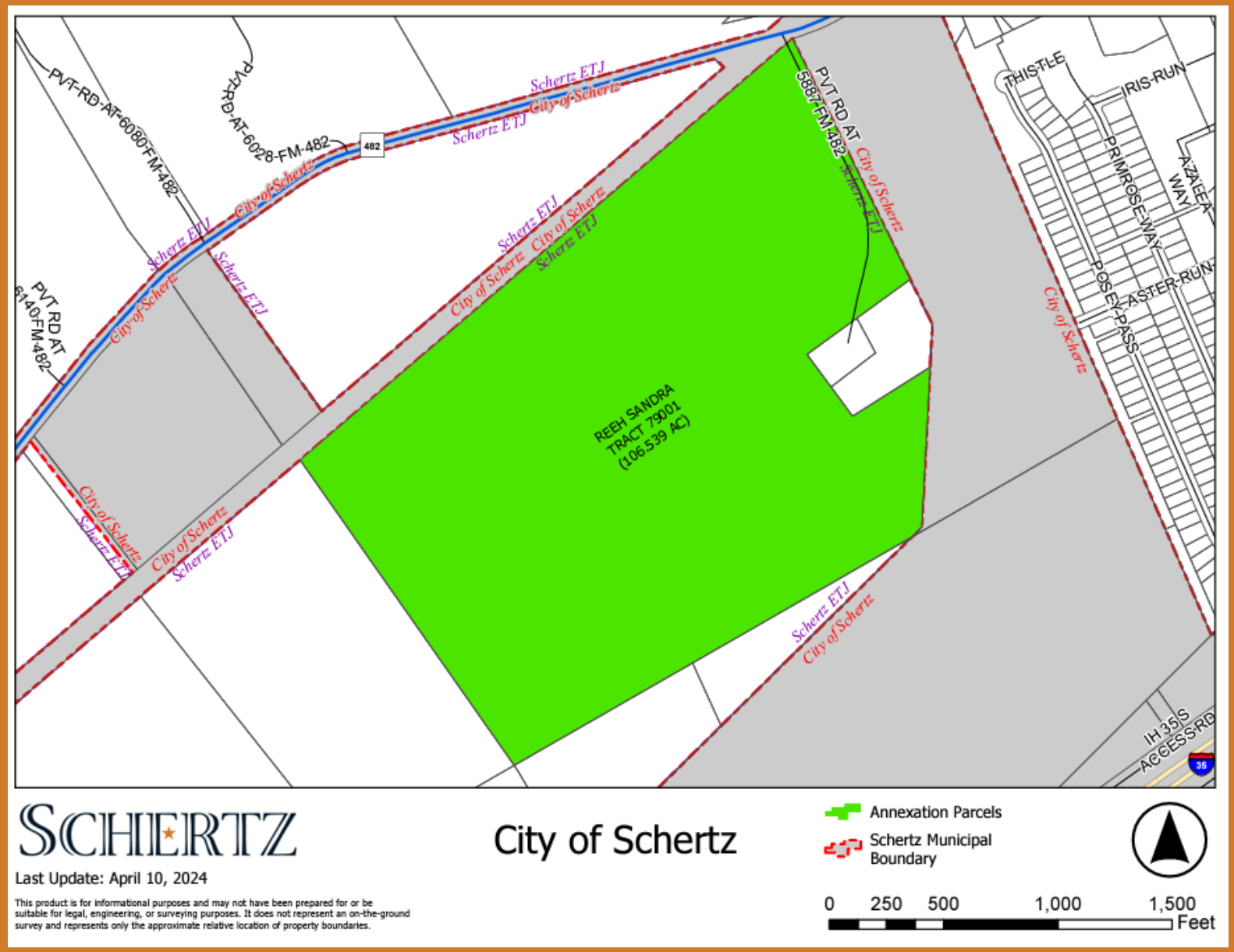
Comal County | Ordinance 24-A-42



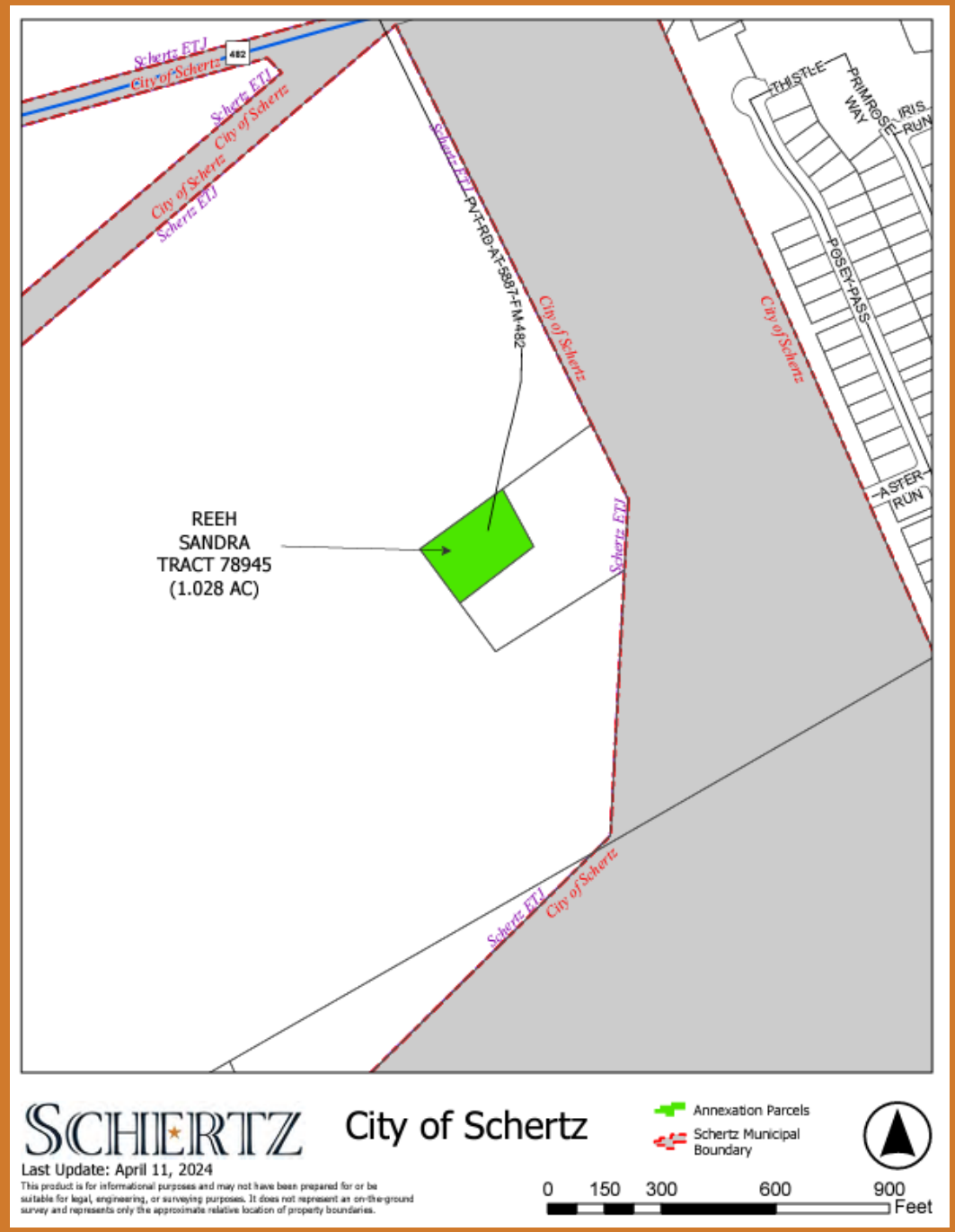
Comal County | Ordinance 24-A-43



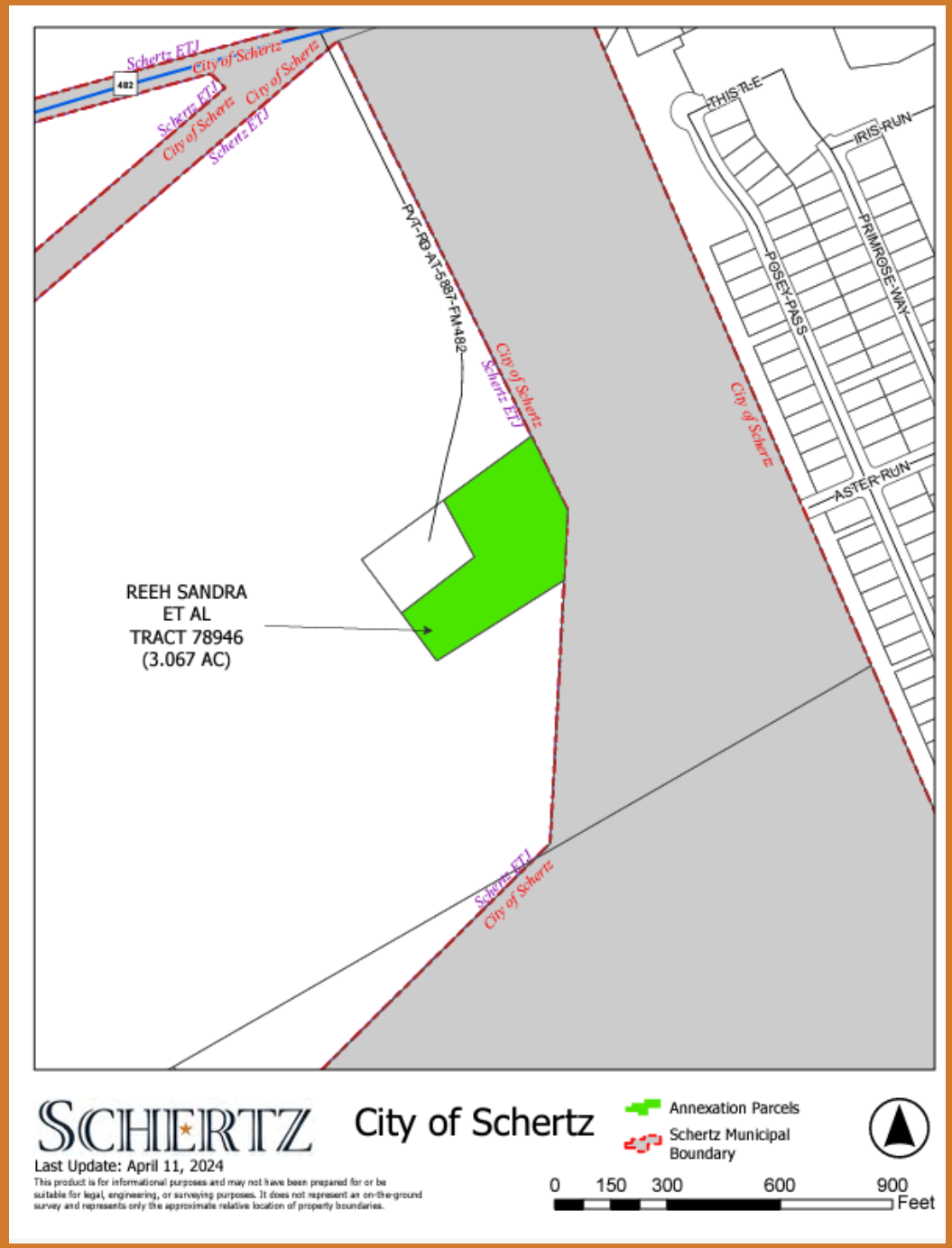
Comal County | Ordinance 24-A-44



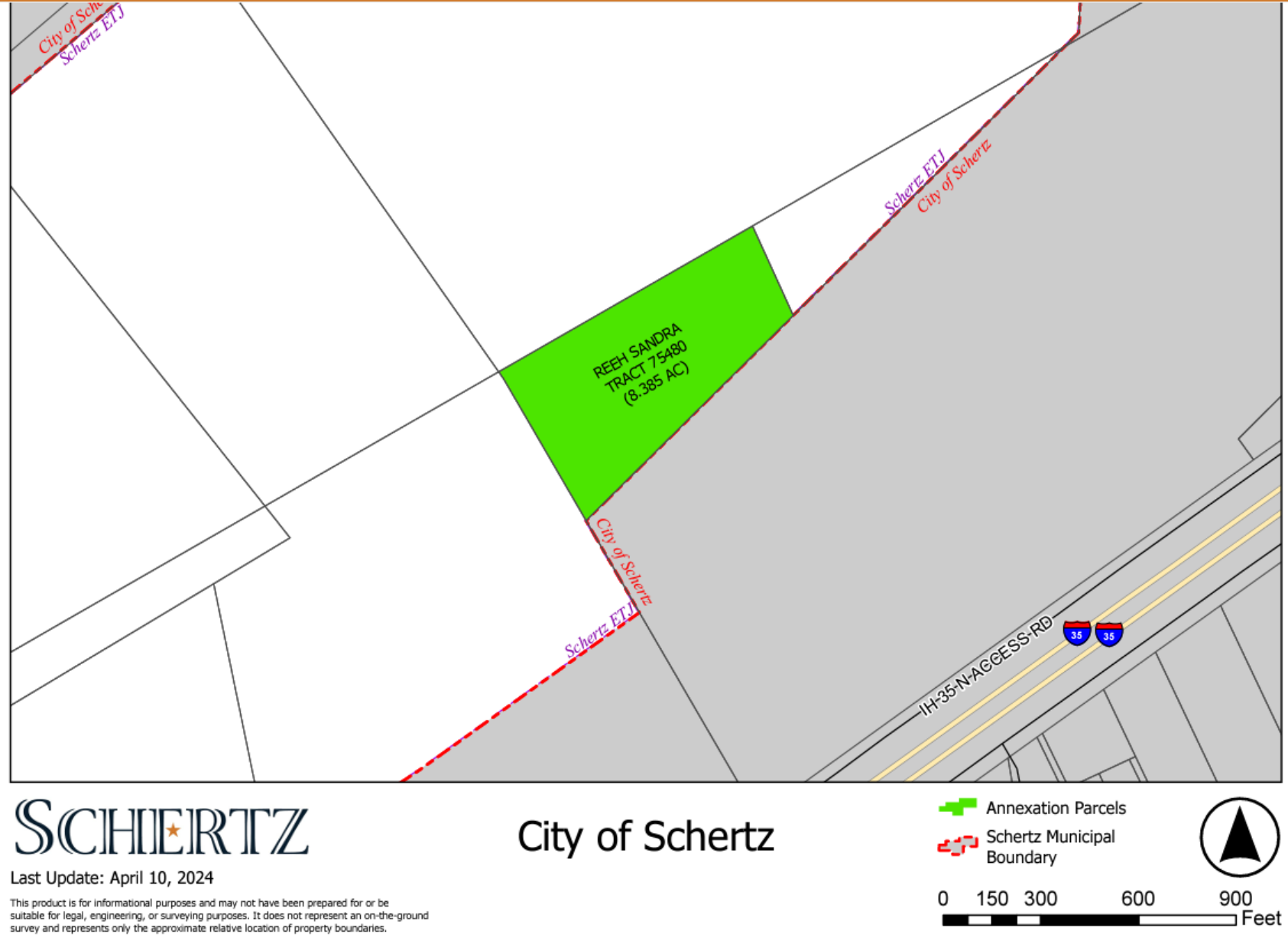
Comal County | Ordinance 24-A-45



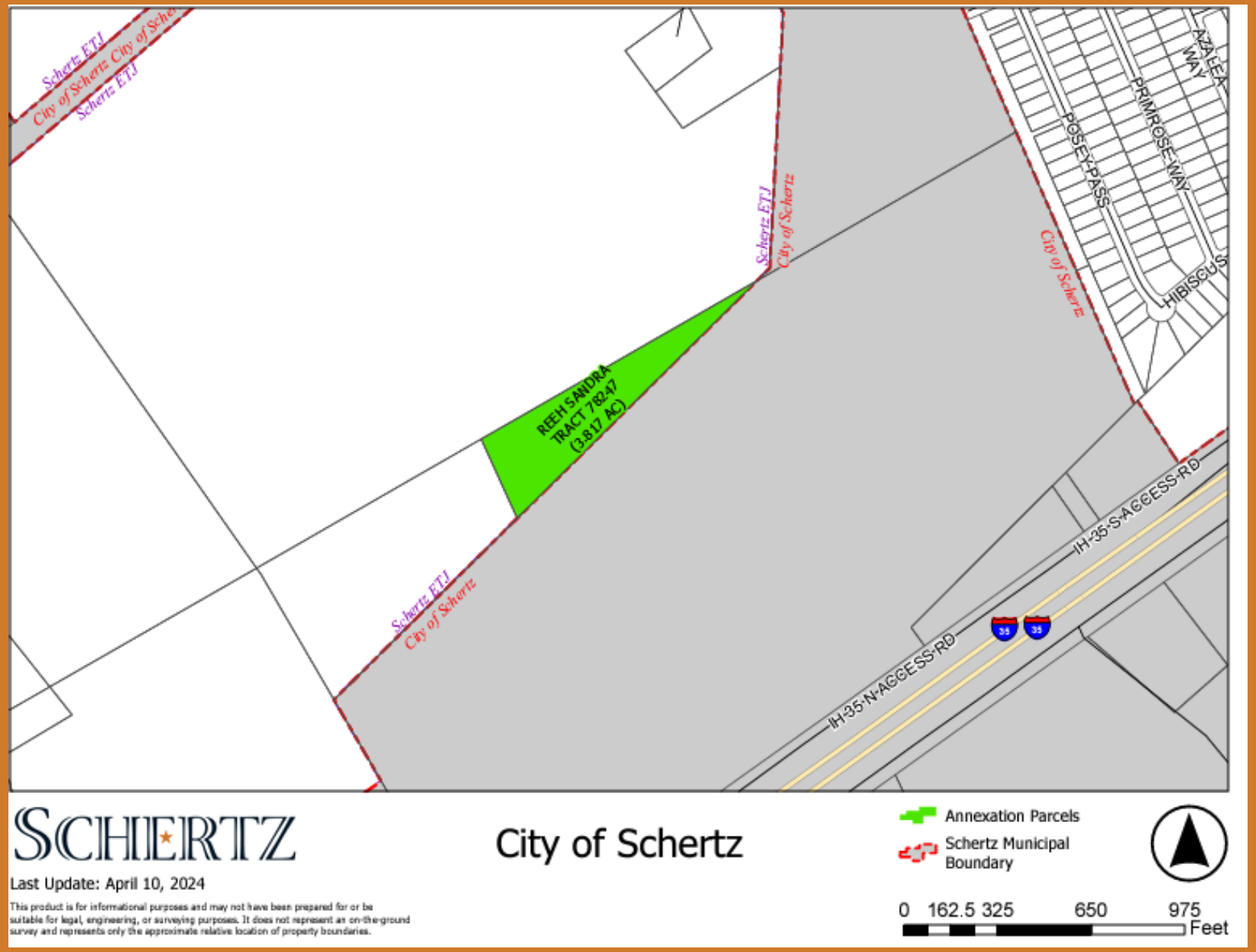
Comal County | Ordinance 24-A-46



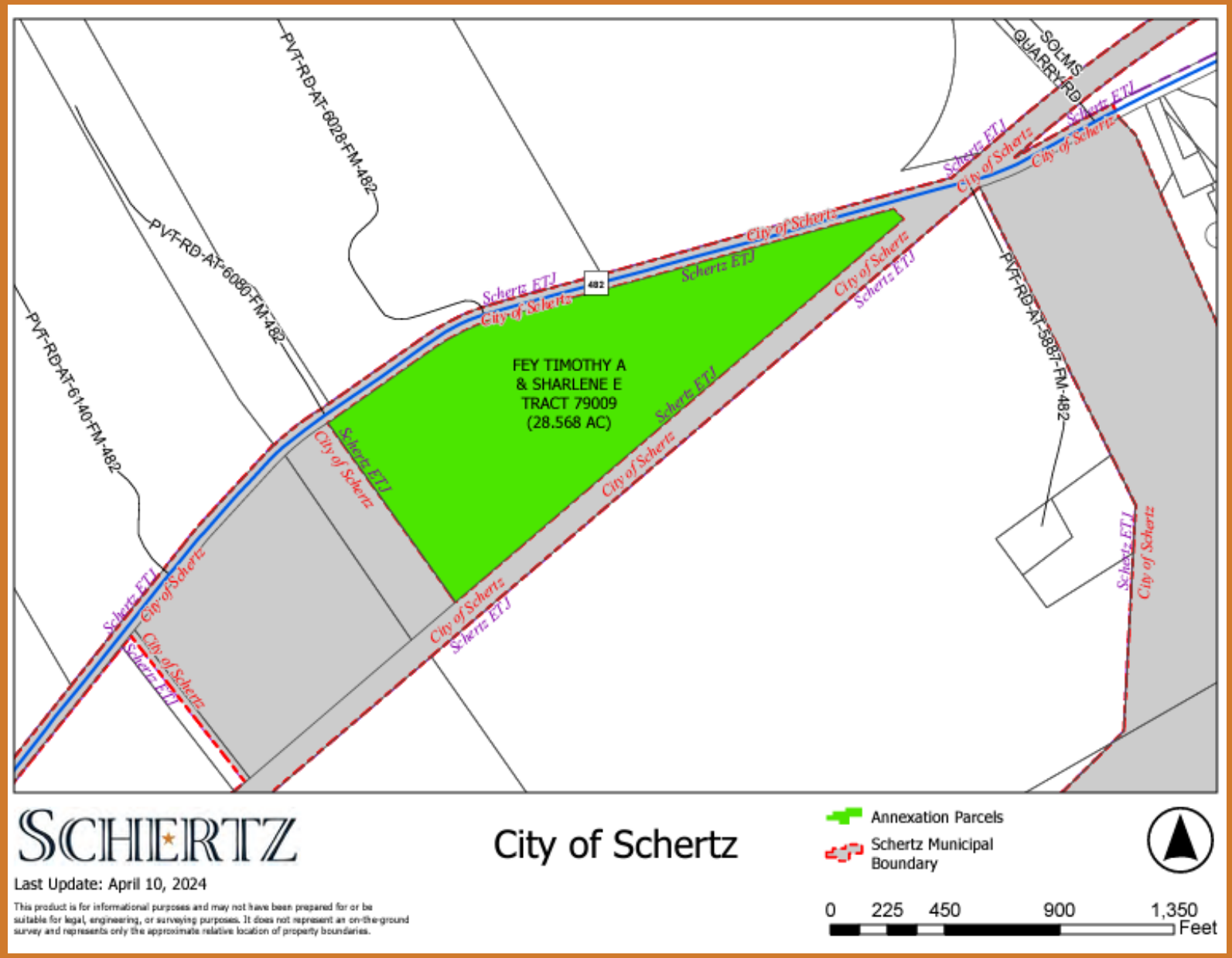
Comal County | Ordinance 24-A-47



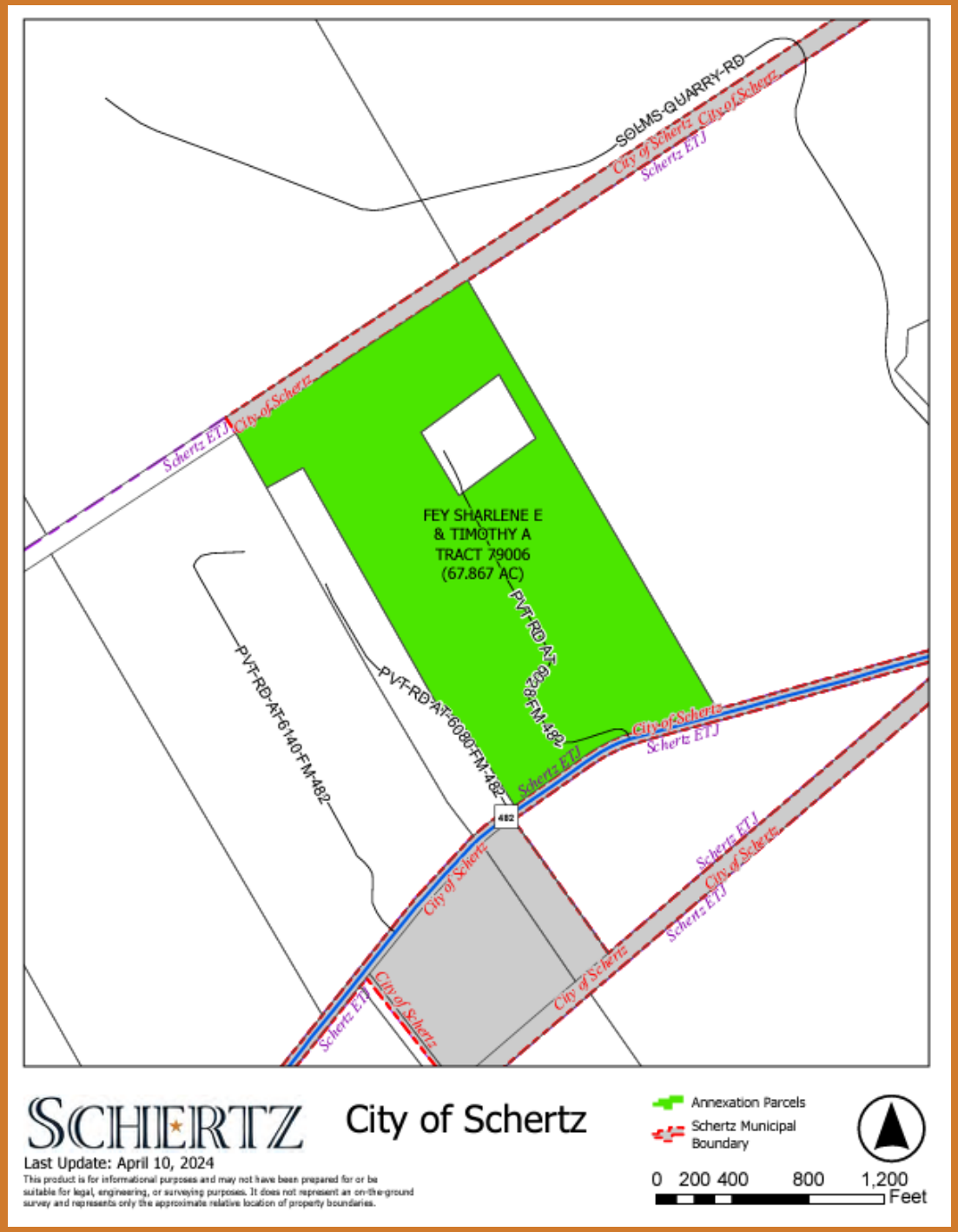
Comal County | Ordinance 24-A-48



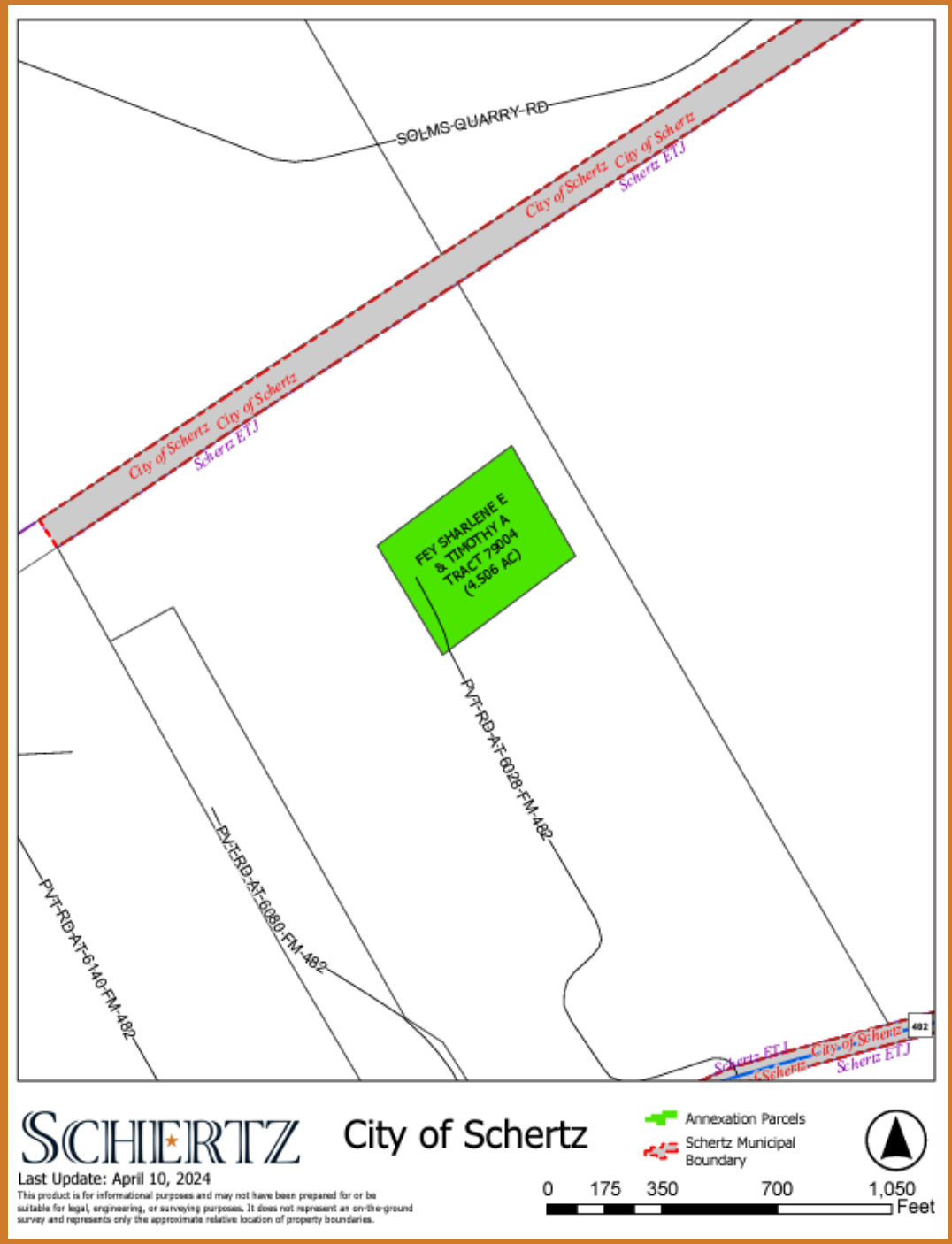
Comal County | Ordinance 24-A-49



Comal County | Ordinance 24-A-50



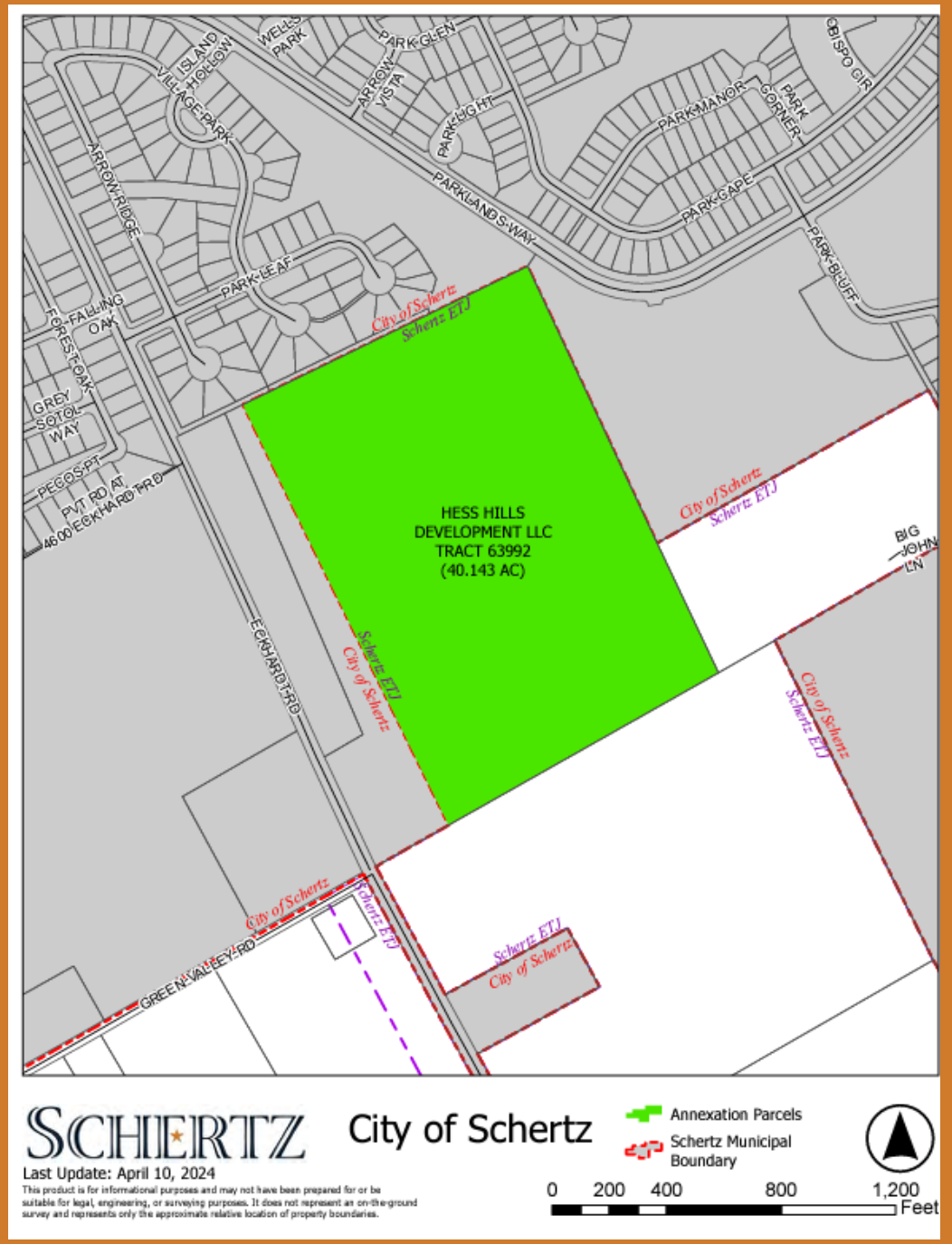
Comal County | Ordinance 24-A-51



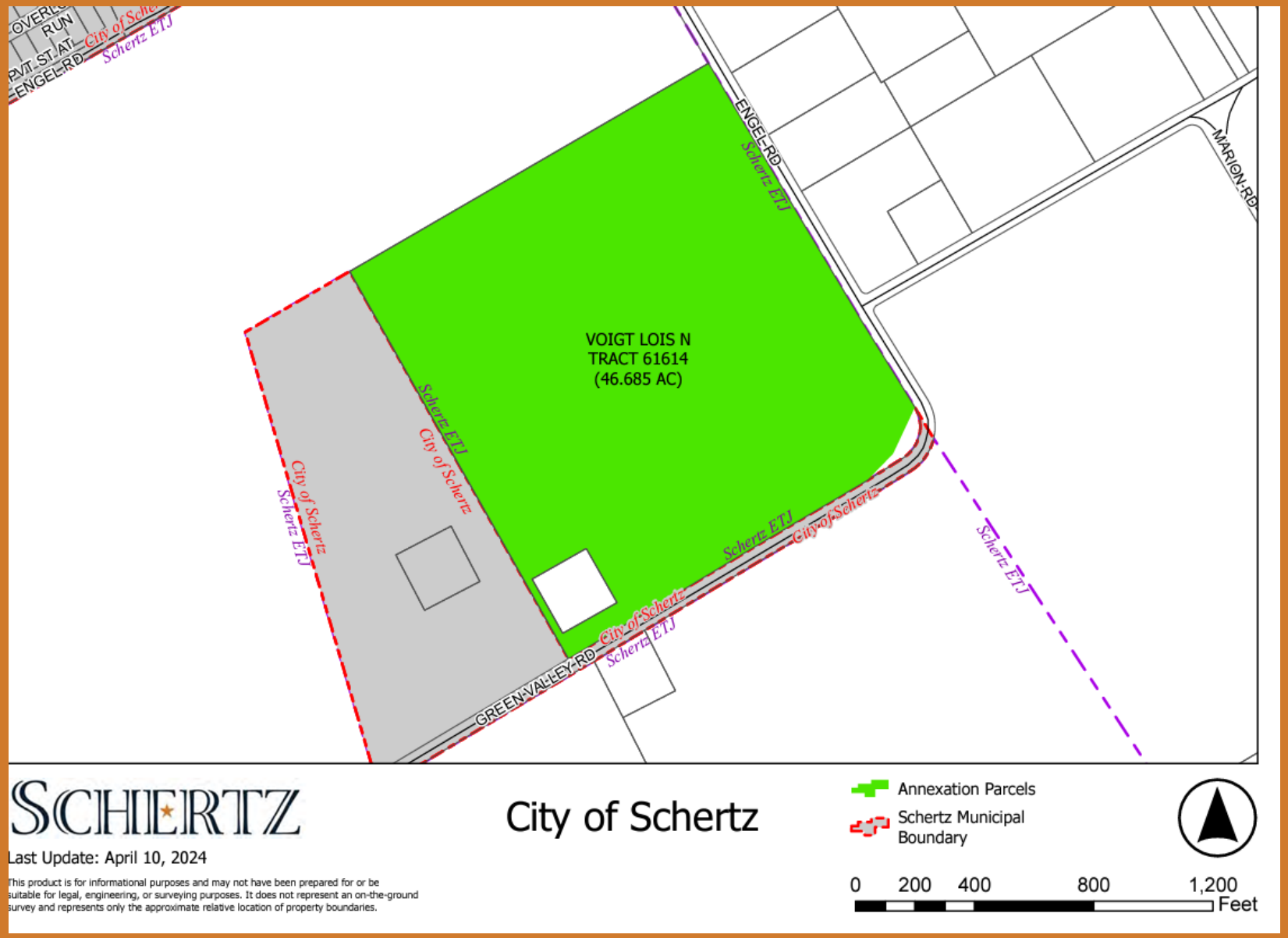
Guadalupe County

Ordinance 24-A-52 through Ordinance 24-A-65

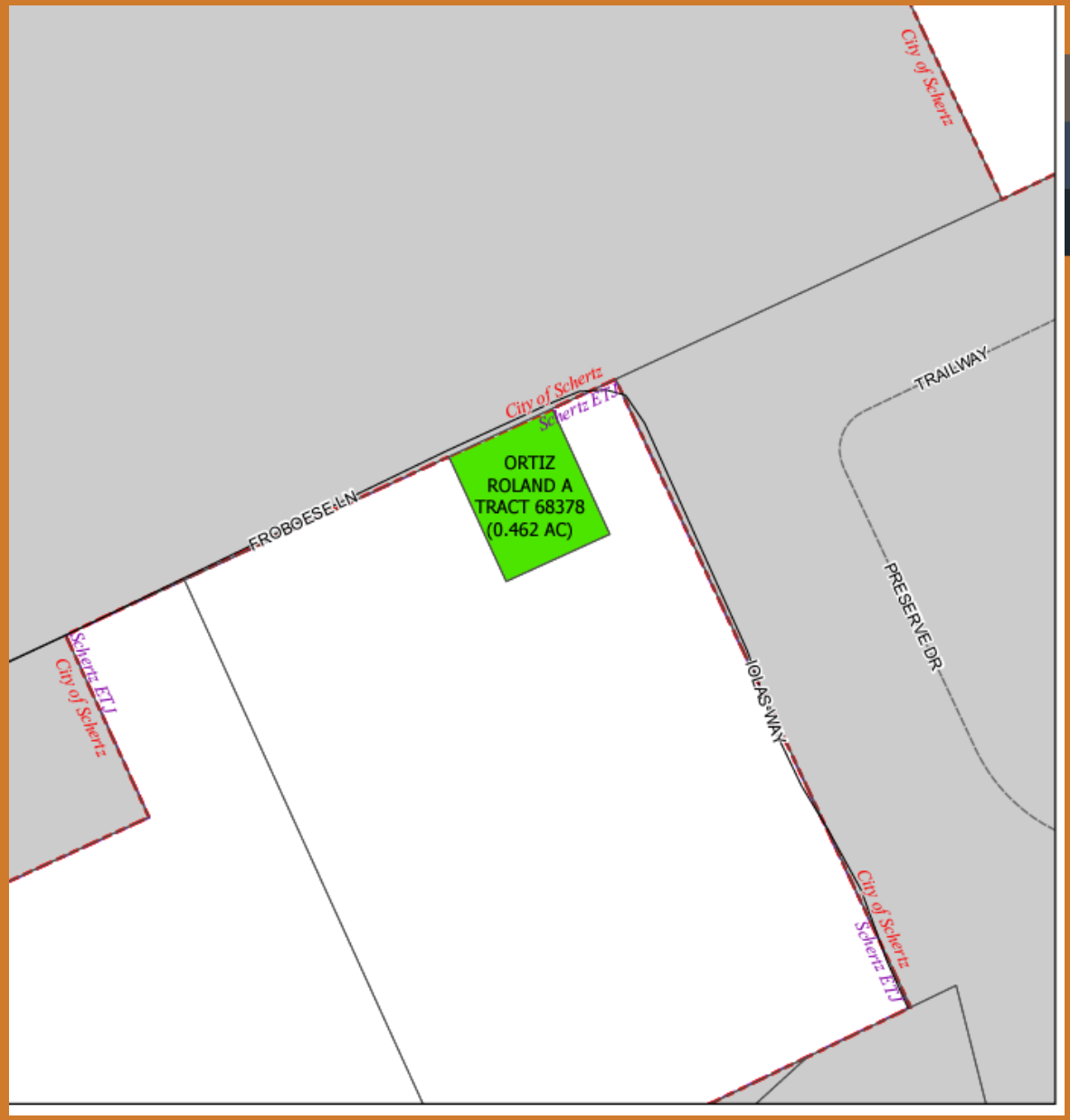
Guadalupe County | Ordinance 24-A-52



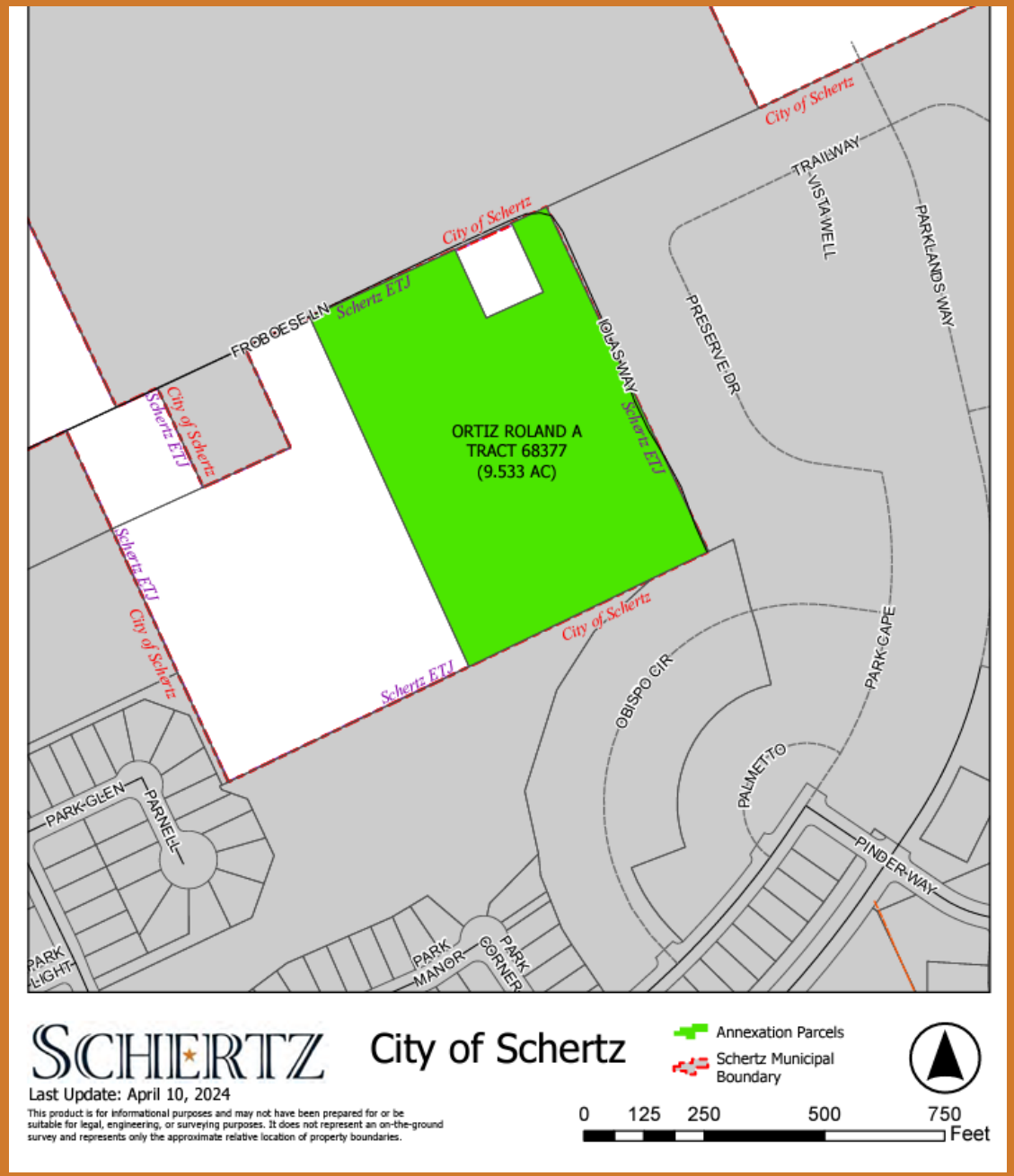
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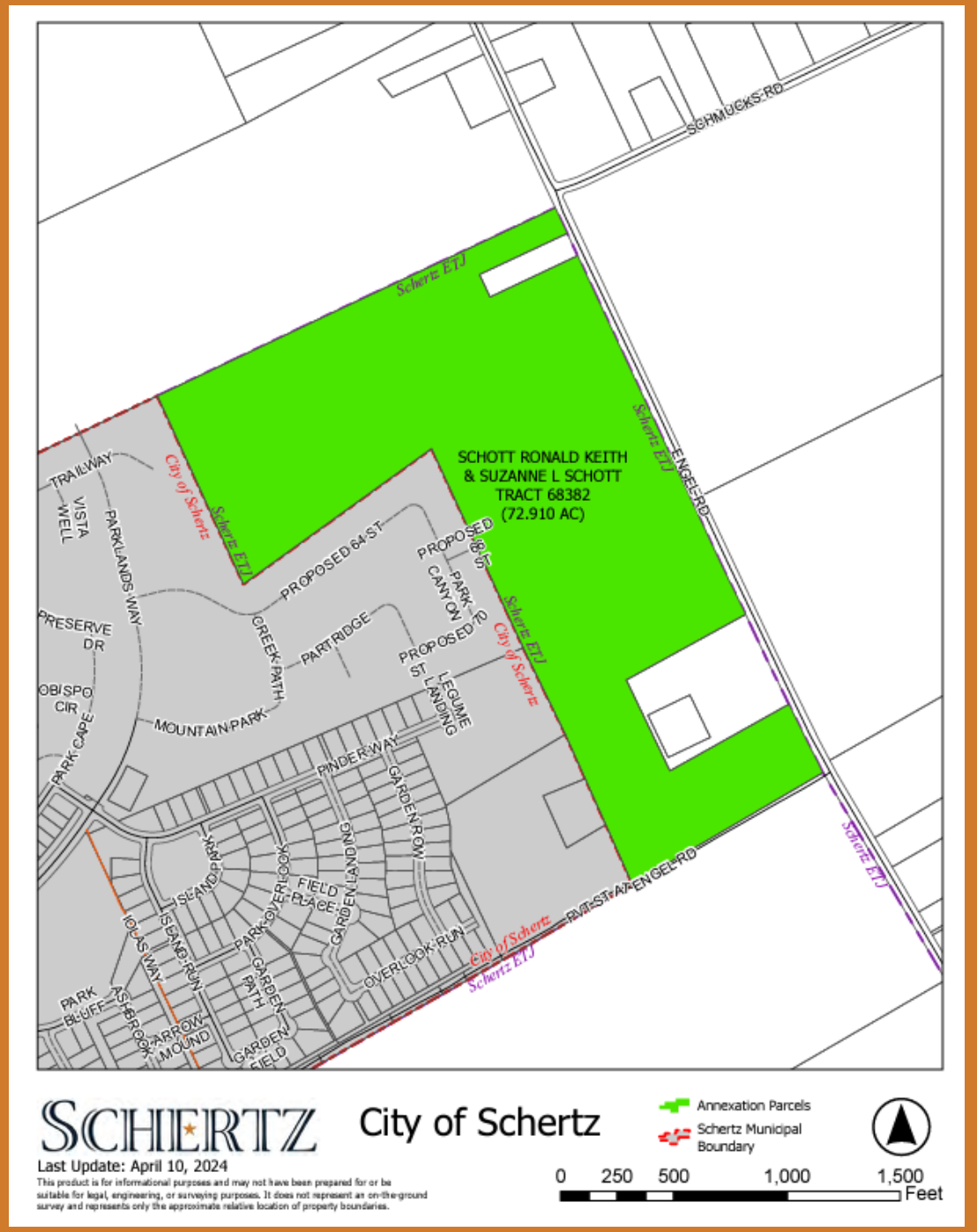
Guadalupe County | Ordinance 24-A-54



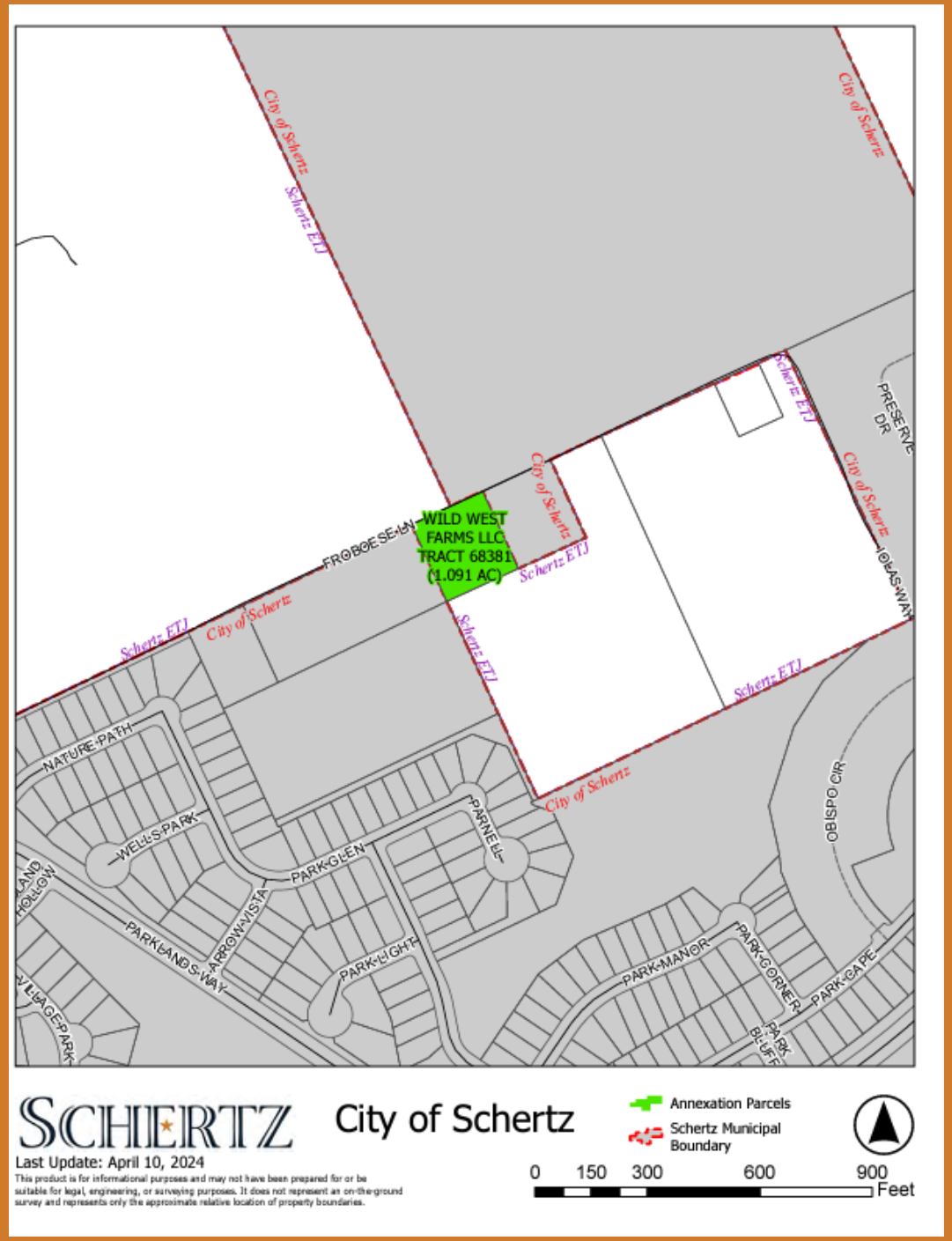
Guadalupe County | Ordinance 24-A-55



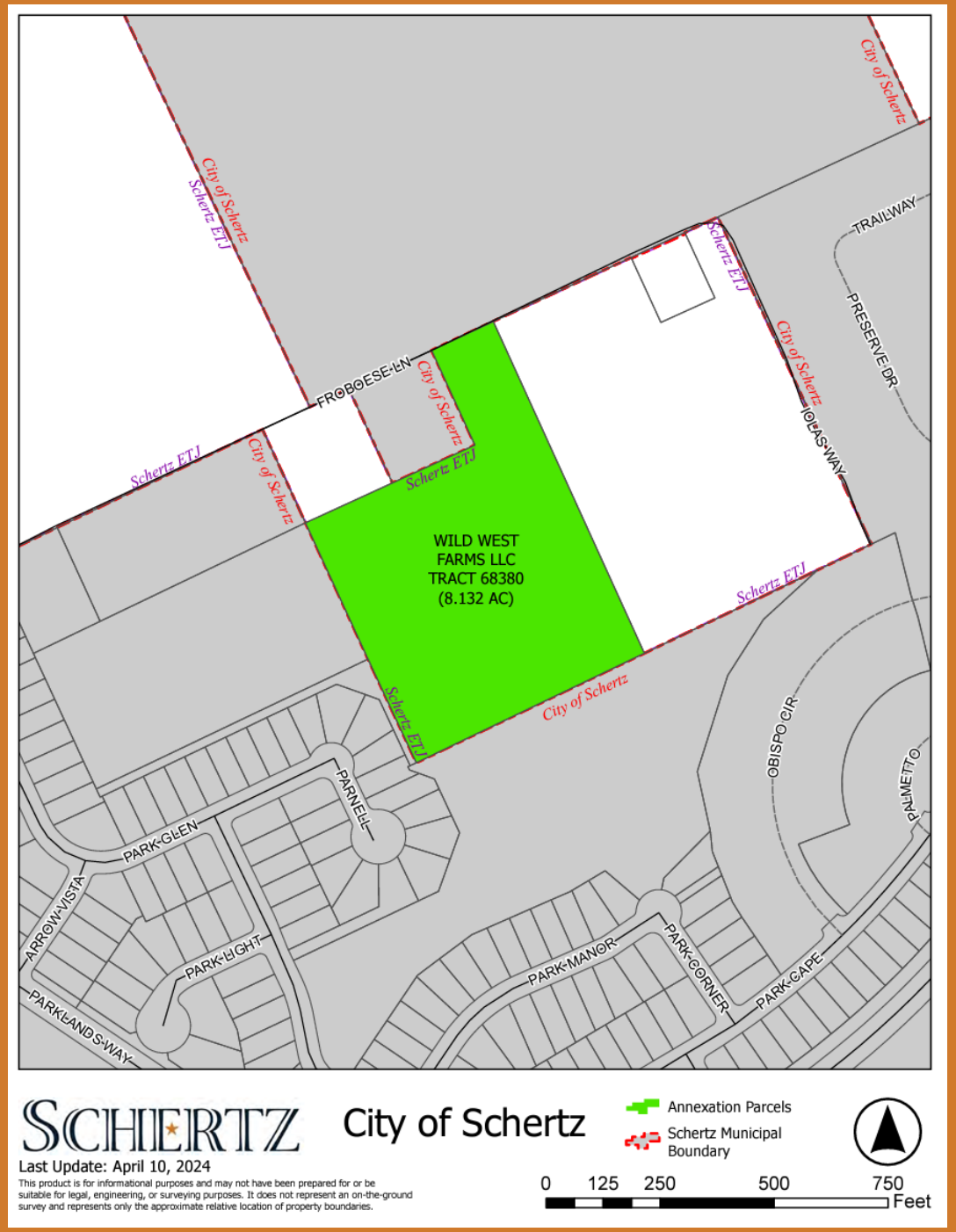
Guadalupe County | Ordinance 24-A-56



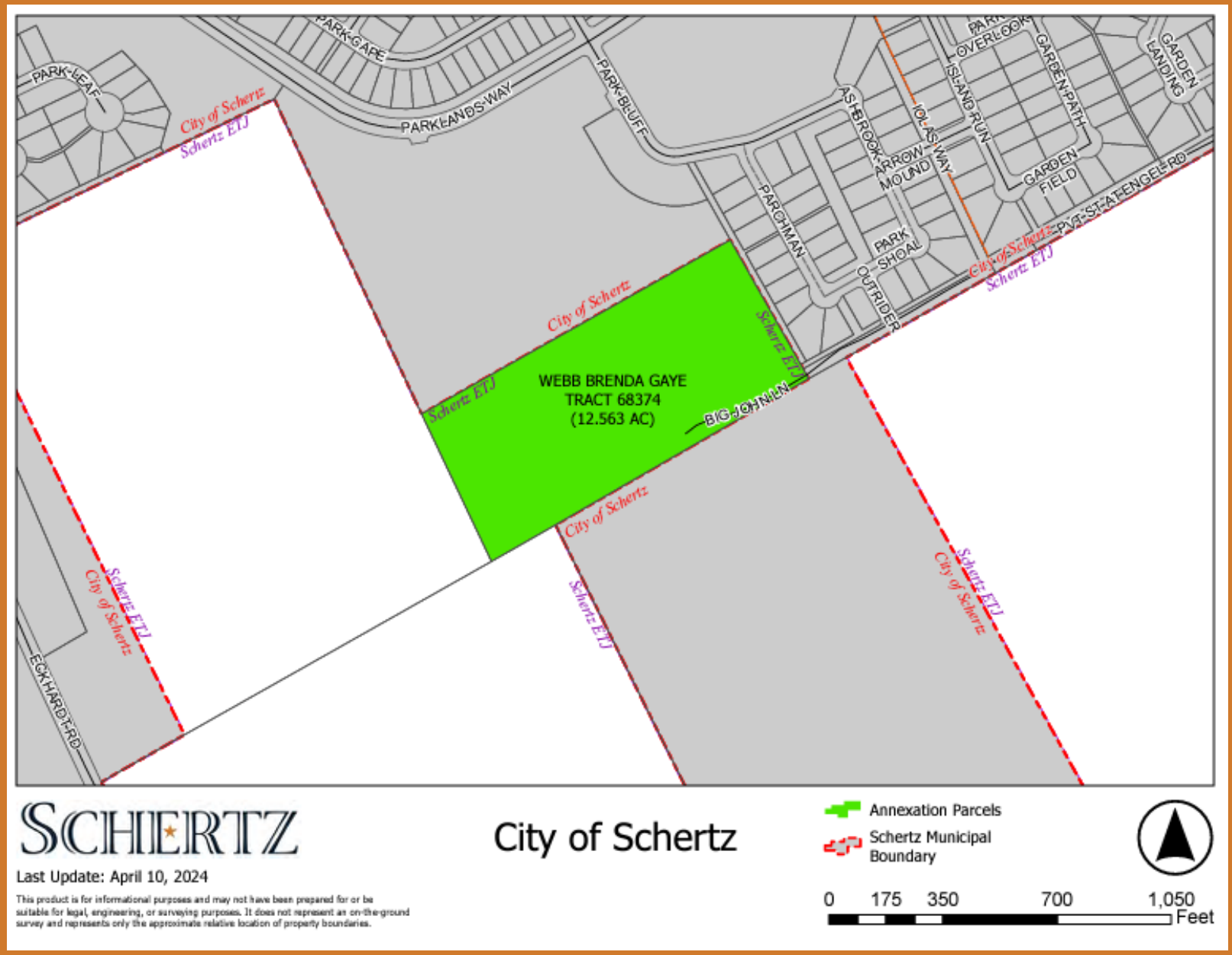
Guadalupe County | Ordinance 24-A-57



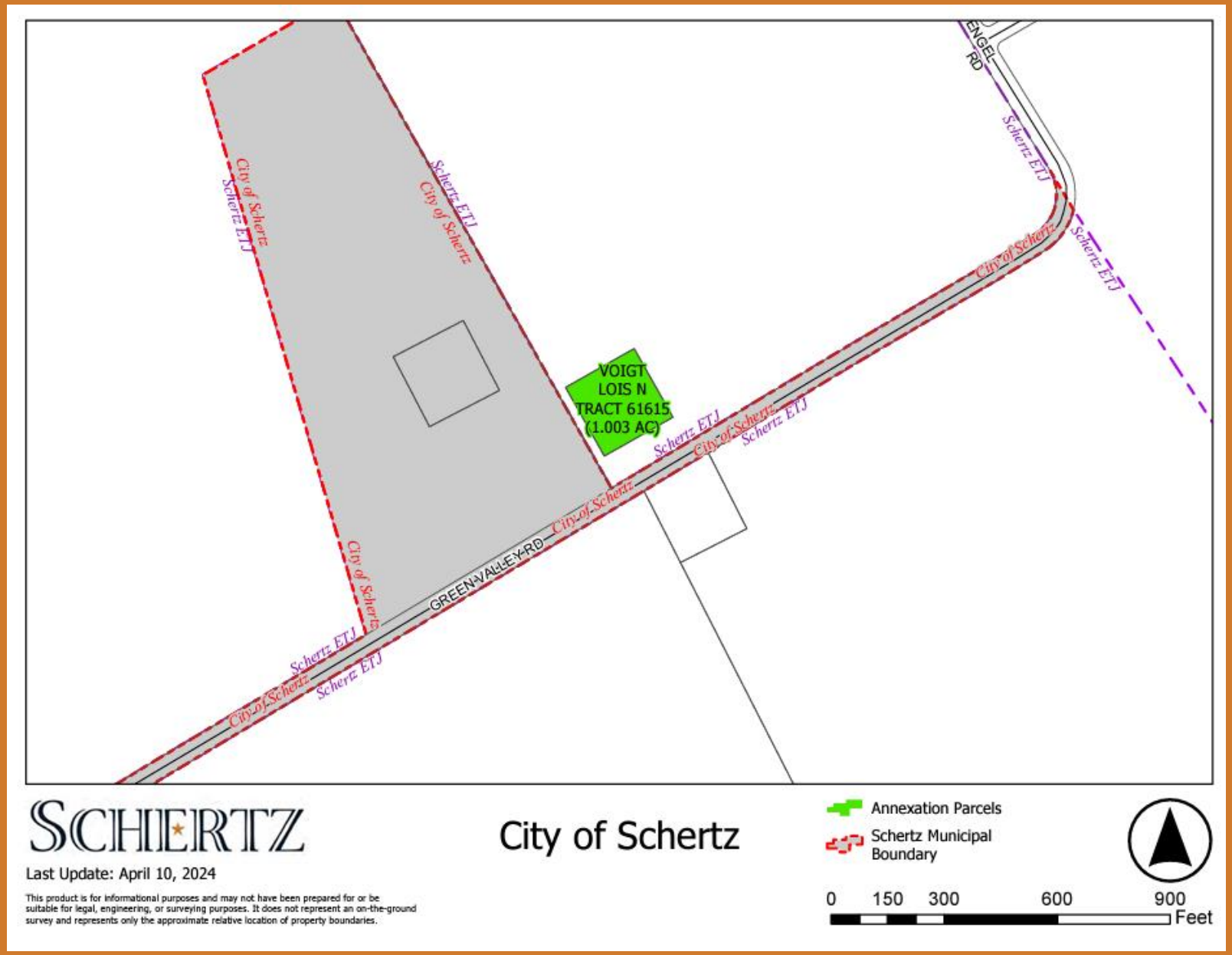
Guadalupe County | Ordinance 24-A-58



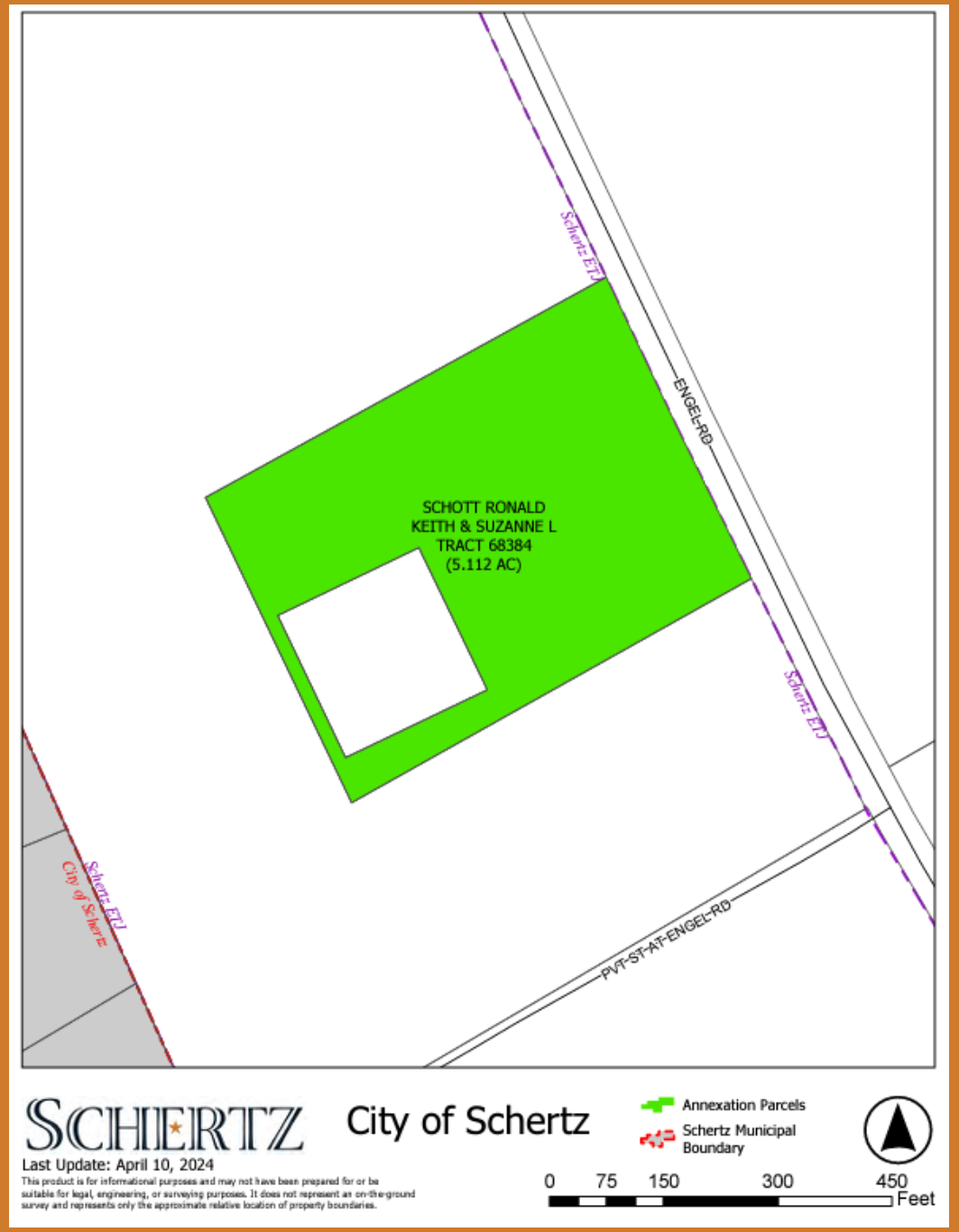
Guadalupe County | Ordinance 24-A-59



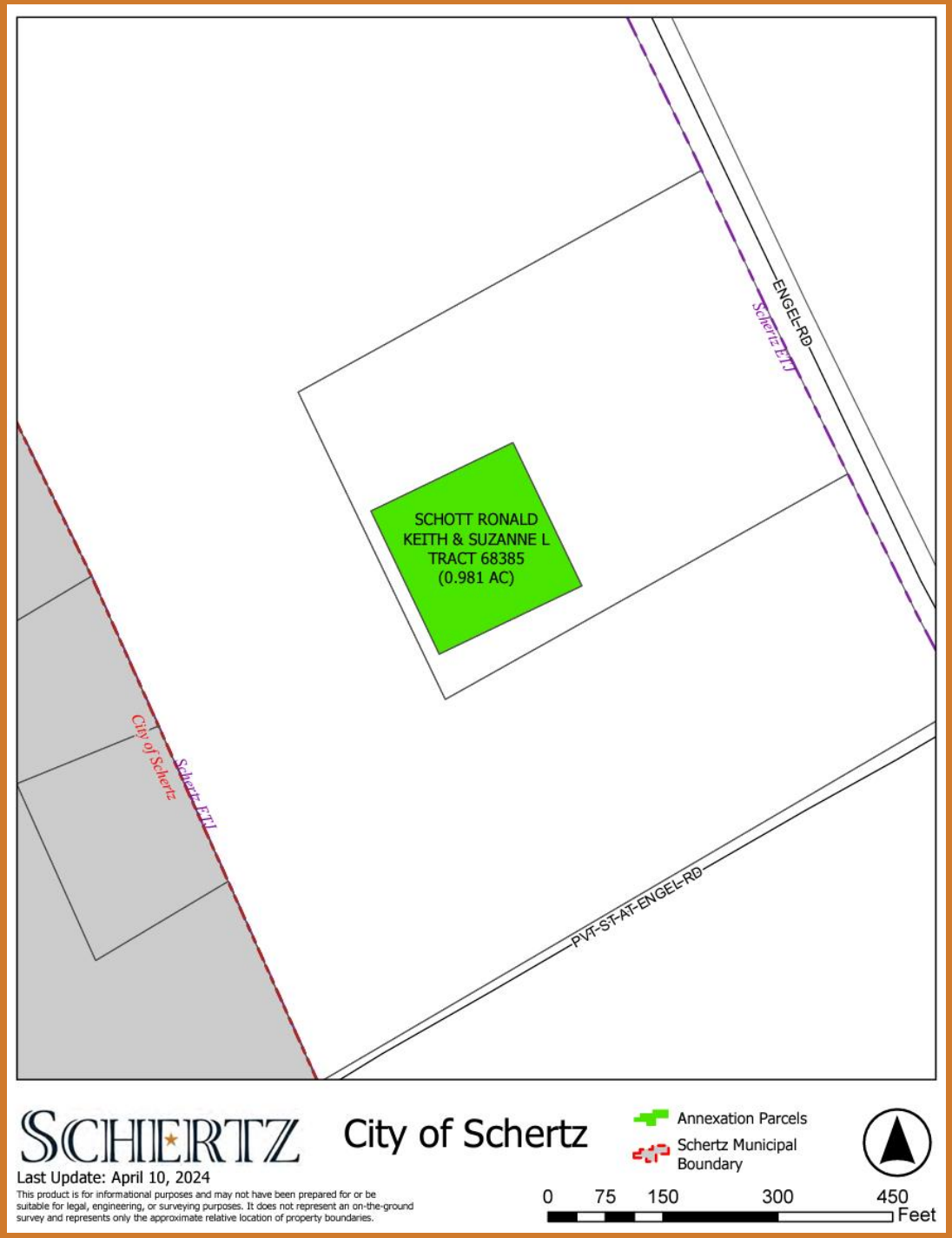
Guadalupe County | Ordinance 24-A-60



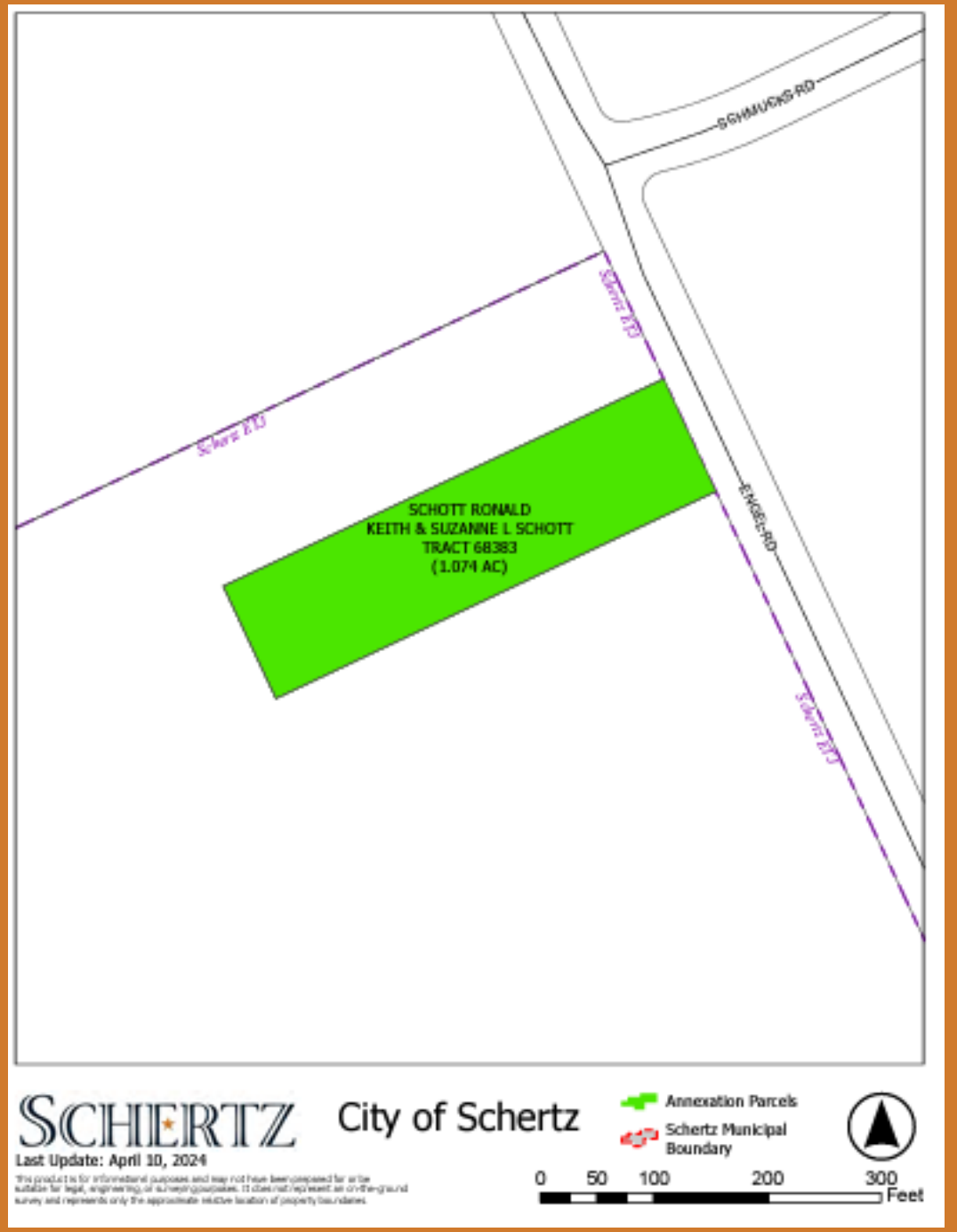
Guadalupe County | Ordinance 24-A-61



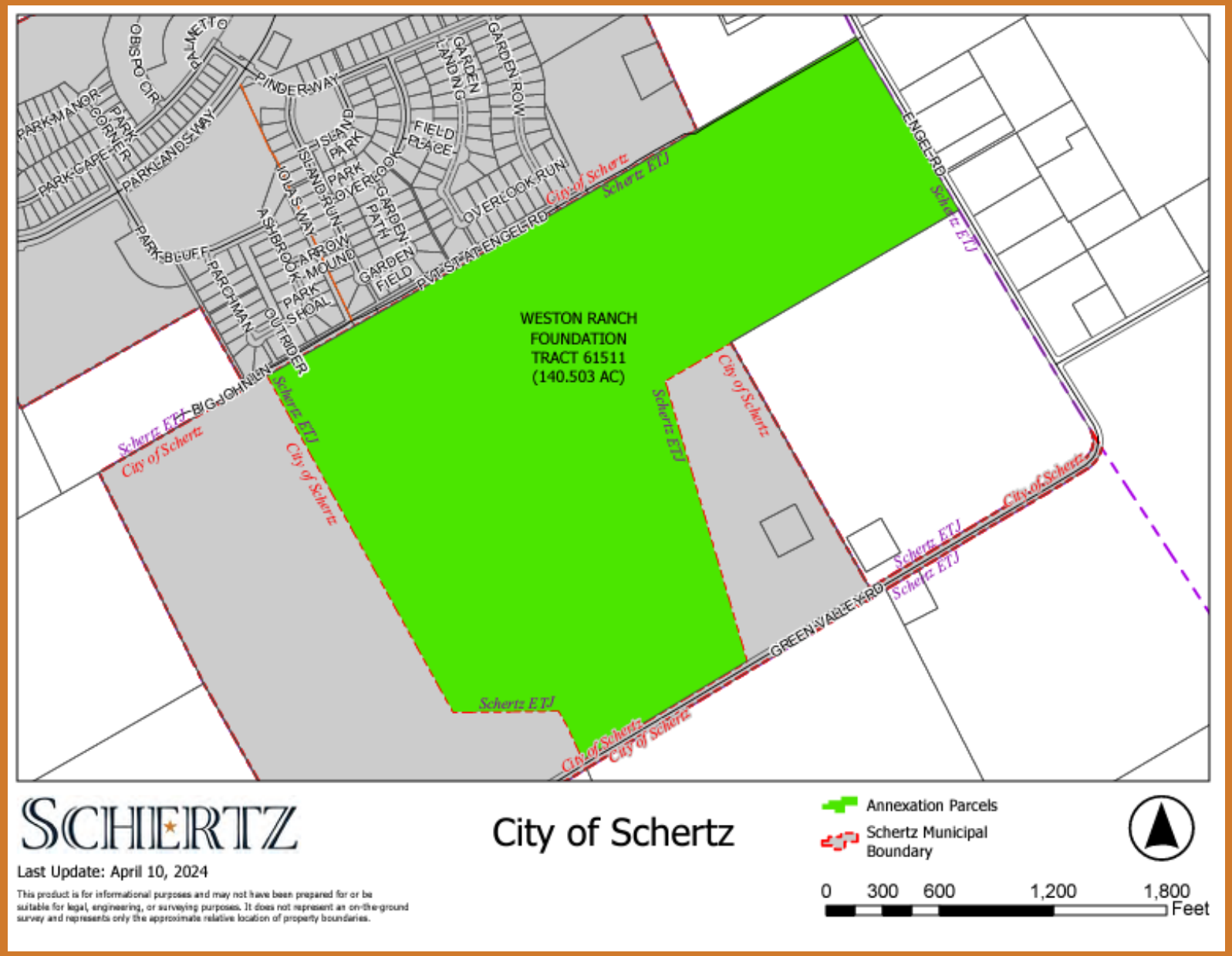
Guadalupe County | Ordinance 24-A-62



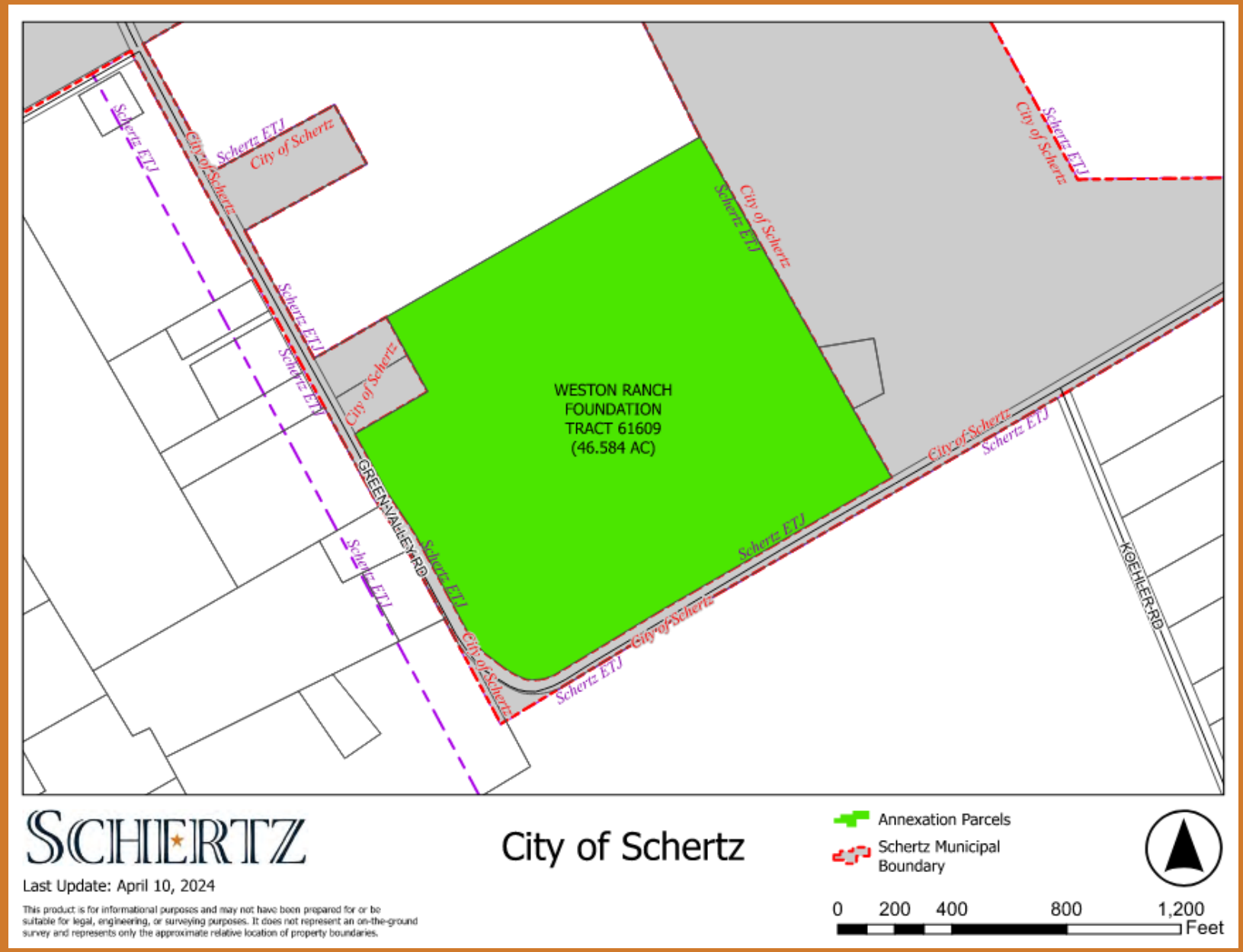
Guadalupe County | Ordinance 24-A-63

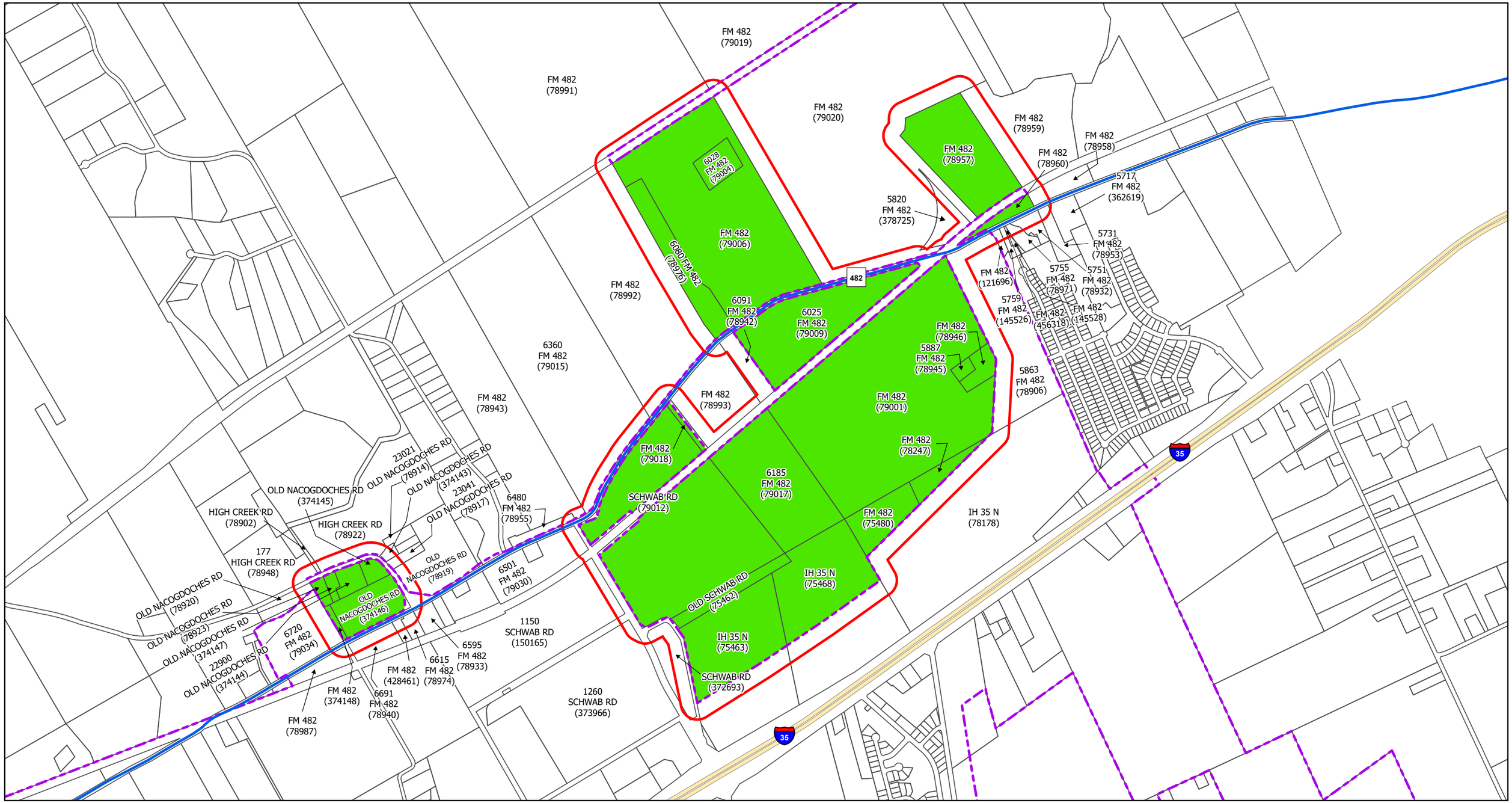


Guadalupe County | Ordinance 24-A-64



Guadalupe County | Ordinance 24-A-65





SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

Last update: April 3, 2024

City of Schertz, GIS Specialist: Bill Gardner, bgardner@schertz.com (210) 619-1185

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City of Schertz

2024 Annexations
Comal County
North of IH 35 N

200' Buffer
Municipal Boundary
Parcels
Annexation Parcels

N
W E
S

0 550 1,100 2,200 3,300 Feet



Key	Property ID	Address
1	168542	4741 PARKLANDS WAY
2	168463	4981 ECKHARDT RD
3	168453	5238 VILLAGE PARK
4	168454	5234 VILLAGE PARK
5	168455	5230 VILLAGE PARK
6	168456	5226 VILLAGE PARK
7	168457	5222 VILLAGE PARK
8	168458	5218 VILLAGE PARK
9	168459	5214 VILLAGE PARK
10	168508	4763 PARKLANDS WAY
11	168486	5205 NATURE PATH
12	168487	5209 NATURE PATH
13	168488	5213 NATURE PATH
14	168489	5217 NATURE PATH
15	168490	5221 NATURE PATH
16	168491	5225 NATURE PATH
17	168492	5229 NATURE PATH
18	168493	5233 NATURE PATH
19	168494	5237 NATURE PATH
20	168495	5241 NATURE PATH
21	168496	5245 NATURE PATH
22	168497	5249 NATURE PATH
23	168498	4801 PARK GLEN
24	168499	4805 PARK GLEN
25	168510	5210 NATURE PATH
26	168511	5216 NATURE PATH
27	168512	5222 NATURE PATH
28	168513	5226 NATURE PATH
29	168514	5230 NATURE PATH
30	168515	5234 NATURE PATH
31	168516	5238 NATURE PATH
32	168517	5242 NATURE PATH
33	185807	4877 PARK GLEN
34	185808	4881 PARK GLEN
35	185809	5150 PARNELL
36	192485	5146 PARNELL
37	185811	5142 PARNELL
38	185812	5138 PARNELL
39	185813	5134 PARNELL
40	185814	5130 PARNELL
41	185815	5126 PARNELL
42	185818	5135 PARNELL
43	185819	5139 PARNELL
44	185820	5143 PARNELL
45	185847	5154 PARNELL
46	168435	4651 ECKHARDT RD
47	168421	4905 ARROW RIDGE
48	168422	4901 ARROW RIDGE
49	168423	4904 ARROW RIDGE
50	168424	4908 ARROW RIDGE
51	168425	4912 ARROW RIDGE
52	185767	4915 VILLAGE PARK
53	185768	4911 VILLAGE PARK
54	185769	4907 VILLAGE PARK
55	185770	4903 VILLAGE PARK
56	185771	4902 VILLAGE PARK
57	185790	4906 VILLAGE PARK
58	185772	4908 VILLAGE PARK
59	185777	4842 PARK LEAF
60	185778	4846 PARK LEAF
61	185779	4850 PARK LEAF
62	185780	4851 PARK LEAF
63	185792	4847 PARK LEAF
64	185781	4843 PARK LEAF
65	185791	4855 PARK LEAF
66	168437	4846 PARKLANDS WAY
67	185872	4871 PARKLANDS WAY
68	185873	4874 PARK CAPE
69	185869	4878 PARK CAPE
70	185870	4882 PARK CAPE
71	185871	4886 PARK CAPE
72	185874	4890 PARK CAPE
73	185897	4900 PARK CAPE
74	185898	4904 PARK CAPE
75	193289	4187 ISLAND RUN
76	193290	5102 GARDEN FIELD
77	193304	5106 GARDEN FIELD
78	193291	5110 GARDEN FIELD
79	193292	5114 GARDEN FIELD
80	193293	5118 GARDEN FIELD
81	193294	5122 GARDEN FIELD
82	193295	5126 GARDEN FIELD
83	193296	4174 GARDEN PATH
84	193305	5208 PARK OVERLOOK

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

Last update: April 3, 2024

City of Schertz, GIS Specialist: Bill Gardner, bgardner@schertz.com (210) 619-1185

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City of Schertz

2024 Annexations
Guadalupe County &
Comal County South of IH 35 N

200' Buffer
Municipal Boundary
Parcels
Annexation Parcels

N
W E
S

0 550 1,100 2,200 3,300 Feet

Agenda No. 12.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**July 16, 2024**
Department:	**Executive Team**
Subject:	**Ordinance 24-A-48- Consider a request for voluntary annexation of approximately 4-acres, known as Comal County Property Identification Number 78247 Comal County, Texas. *Final Reading* (B.James/L.Wood/E.Delgado)**

BACKGROUND

The City Council conducted a public hearing on June 4, 2024 and unanimously approved Ordinance 24-A-48 on first reading. The City Council conducted a public hearing on July 2, 2024 and tabled the item.

Annexation of land into the City's corporate limits may be voluntary or involuntary. The Texas Local Government Code (LGC) provides requirements and outlines the annexation process based on the annexation type. The proposed annexations are voluntary based on the Delayed Annexation Development Agreements that were originally entered into in 2010 and 2011 and the extensions that were offered in 2020 and 2021 thus Chapter 43, Subchapter C-3 of the Texas Local Government Code applies. The City's Unified Development Code (UDC) Section 21.4.8 includes provisions for processing of voluntary annexation requests.

In 2010 and 2011 the City of Schertz entered into Delayed Annexation Development Agreements with property owners based on Texas Local Government Code Section 43.016. Per the agreements that were signed and executed specifically Section 5. Term; Annexation at End of Term stipulates that ten (10) years after the effective date of the agreement the property is to be annexed into the City of Schertz.

In 2020 and 2021 the City of Schertz City Council authorized the City Manager and Staff to offer Development Agreement Extensions based on the nationwide and statewide declaration of public health emergency in relation to COVID -19. In addition, to the Development Agreement Extensions would allow City staff to complete the Comprehensive Land Use Plan update which would be utilized when zoning the annexed properties. These extensions would provide the same rights as previously established in the original agreements but would delay the annexation of the properties to a later date. The prohibition on annexations would be in effect until January 1, 2024, at which time the City of Schertz would begin annexation proceedings and conclude them no later than December 31, 2024.

At this time, the first date identified in the agreement (January 1, 2024) has passed. Additionally, with the approval of Ordinance 24-S-06, the Comprehensive Land Use Plan has officially been adopted and can be utilized for zoning cases moving forward. Per the Development Agreement Extensions, City staff started the annexation and zoning process in accordance with the extensions in the fall of 2023. Resolution 24-R-41 approved by City Council on April 16, 2024 accepted petitions for voluntary annexation of 25 properties, approximately 507-acres within Comal County and 14 properties, approximately 387- acres within Guadalupe County. Ordinance 24-A-48, if approved, would annex Comal County Property Identification Number 78247, which was part of Resolution

24-R-41, into the City of Schertz.

The Planning and Zoning Commission held a public hearing for the associated zoning for the subject property on May 8, 2024. The Planning and Zoning Commission meeting can be viewed on the City's YouTube site.

A public hearing notice was published on May 24, 2024, in the "San Antonio Express" for Ordinance 24-A-48. A public hearing notice was mailed to Comal ISD on May 24, 2024. Additionally, a public hearing notice was posted on the City of Schertz website on May 23, 2024.

Although the original notice encompassed all of the Comal and Guadalupe County parcels proposed for annexations, it has been determined that it is more appropriate for City Council to take action on each individual parcel separately. Comal County Property Identification Number 78247 was included as part of the notice that was published in the San Antonio Express News and posted on the City of Schertz website.

Under Texas Local Government Code Section 43.057, Staff finds that surrounding any area, but not including such area within the City limits through this annexation, is in the public's interest.

GOAL

To continue the voluntary annexation process in accordance with the Delayed Annexation Development Agreements and the Development Agreement Extensions.

COMMUNITY BENEFIT

Promote the safe, orderly, efficient development and ensure compliance with the City's vision of future growth.

SUMMARY OF RECOMMENDED ACTION

Staff recommends approval of Ordinance 24-A-48 for voluntary annexation of approximately 4-acres known as Comal County property identification number 78247.

FISCAL IMPACT

In accordance with Texas Local Government Code (LGC) Chapter 43, the City must provide services to the land on the effective date of the annexation. The subject properties have been proposed to be annexed into the City of Schertz since 2010 and 2011. The Development Agreement Extensions explicitly state that the properties will be annexed into the City of Schertz before December 31, 2024.

RECOMMENDATION

Approval of Ordinance 24-A-48.

The City Council conducted a public hearing on June 4, 2024 and unanimously approved Ordinance 24-A-48 on first reading. The City Council conducted a public hearing on July 2, 2024 and tabled the item.

Attachments

Ordinance 24-A-48

Annexation Presentation
Annexation Map

ORDINANCE NO. 24-A-48

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS PROVIDING FOR THE EXTENSION OF THE BOUNDARY LINES OF THE CITY OF SCHERTZ, TEXAS BY THE ANNEXATION OF APPROXIMATELY 4-ACRES, KNOWN AS COMAL COUNTY PROPERTY IDENTIFICATION NUMBER 78247, COMAL COUNTY, TEXAS.

WHEREAS, the City Council of the City of Schertz (the "City") has determined that it should annex the territory described on Exhibit A attached hereto and made a part hereof (the "Annexed Land"); and

WHEREAS, the Annexed Land is located entirely within the extraterritorial jurisdiction of the City, is contiguous to the corporate boundaries of the City (or is deemed to be contiguous, pursuant to Section 43.016 of the Texas Local Government Code, as amended), and may be annexed pursuant to Chapter 43 of the Texas Local Government Code, as amended; and

WHEREAS, Texas Local Government Code Section 43.0671 authorizes the City of Schertz to extend its City limit boundaries through the voluntary annexation of area adjacent to those boundaries upon petition of a landowner; and

WHEREAS, a public hearing notice was published in the San Antonio Express News on May 24, 2024 for the hearing on June 4, 2024; and

WHEREAS, on April 16, 2024 the City Council considered the request for voluntary annexation, and adopted Resolution 24-R-41 accepting a petition for voluntary annexation; and

WHEREAS, the City Council finds that surrounding any area, but not including such area within the City limits, through this annexation is in the public's interest pursuant to Texas Local Government Code section 43.057; and

WHEREAS, the City Council finds that the Annexed Land is suitable, and it is in the best interest of the City and the citizens and inhabitants thereof that the Annexed Land be annexed to and made a part of the City.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

Section 1. The City hereby annexes the Land described in Exhibit A.

Section 2. The Annexed Land shall be included within the City's corporate limits effective on the effective date of this Ordinance, and all taxable property in the Annexed Land shall hereafter bear its pro rata part of the taxes levied by the City, subject to allowable exemptions.

Section 3. The land and territory more particularly described as that portion of the tract of land described in Exhibit A, attached hereto and incorporated herein by reference shall be part of the City of Schertz, Texas and inhabitants thereof shall be entitled to all of the rights and privileges as citizens and shall be bound by the acts, ordinances, resolutions, and regulations of the City of Schertz, Texas.

Section 4. A service plan outlining the provisions of necessary municipal service to the properties described in Exhibit A is hereby approved and the implementation of said plan is hereby authorized. Such plans are attached hereto and incorporated herein as Exhibit B.

Section 5. The City manager is hereby authorized and directed to take appropriate action to have the official map of the City revised to reflect the additions to the City's Corporate Limits and the City Secretary is hereby authorized and directed to provide appropriate notice to the State of Texas and the County of Guadalupe of this annexation.

Section 6. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 7. All ordinances and codes, or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters resolved herein.

Section 8. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 9. If any provision of this Ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City hereby declares that this Ordinance would have been enacted without such invalid provision.

Section 10. It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 11. This Ordinance shall be effective upon the date of final adoption hereof and any publication required by law.

Section 12. This Ordinance shall be cumulative of all other ordinances of the City of Schertz, and this Ordinance shall not operate to repeal or affect any other ordinances of the City of Schertz except insofar as the provisions thereof might be inconsistent or in

conflict with the provisions of this Ordinance, in which event such conflicting provisions, if any, are hereby repealed.

PASSED ON FIRST READING, the _____day of _____ 2024.

PASSED, APPROVED and ADOPTED ON SECOND READING, the _____day of _____, 2024.

CITY OF SCHERTZ, TEXAS

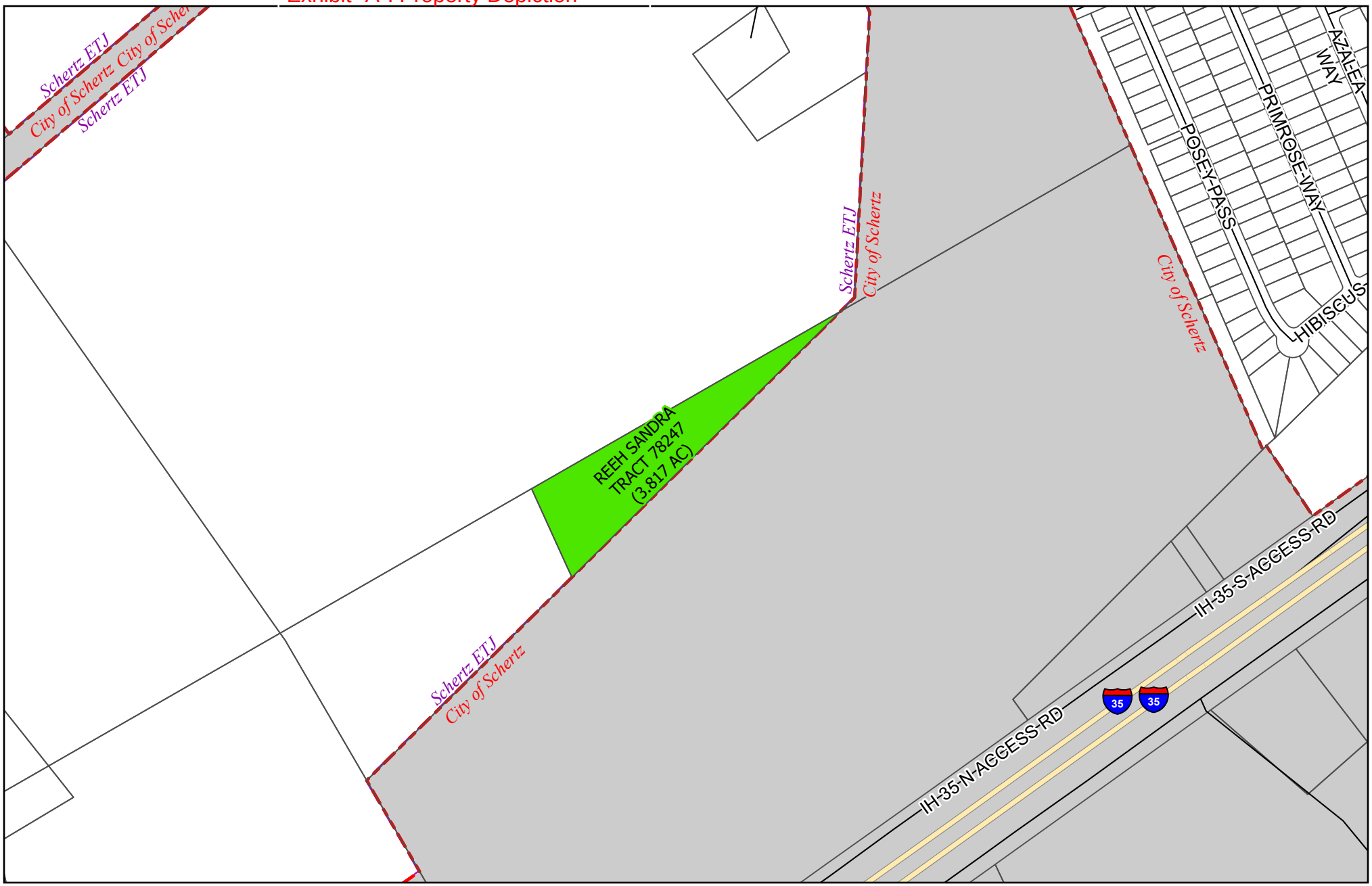
_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheila Edmondson, City Secretary

Exhibit “A”: Property Depiction

Exhibit "A": Property Depiction



SCHERTZ

City of Schertz

Annexation Parcels

Schertz Municipal Boundary

Last Update: April 10, 2024

0 162.5 325 650 975 Feet

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

Exhibit “B”: Service Plan

SERVICE PLAN
CITY OF Schertz, TEXAS

SERVICE PLAN FOR ANNEXATION OF
Comal County, Property Id: 78247

Upon annexation of the area identified above and as identified on Exhibit A, the City of Schertz will provide City services utilizing methods by which it extends services to any other equivalent area of the City.

SERVICES PROVIDED BY THE EFFECTIVE DATE OF ANNEXATION

1. **Police Protection**

   The City of Schertz, Texas and its Police Department will provide police protection to newly annexed areas at the same or similar level of service now being provided to other areas of the City with like topography, land use and population density as those found within the newly annexed areas. The Police Department will have the responsibility to respond to all dispatched calls for service or assistance within the newly annexed areas.

2. **Fire Protection and Emergency Medical Services**

   The City of Schertz, Texas will provide fire protection to newly annexed areas at the same or similar level of service now being provided to other areas of the City, with like topography, land use and population density as those found within the newly annexed areas.

   The City of Schertz, Texas will provide EMS services to newly annexed areas at the same or similar level of service now being provided to other areas of the City, with like topography, land use and population density as those found within the newly annexed areas.

3. **Maintenance of Water and Wastewater Facilities**

   All water and wastewater facilities owned or maintained by the City of Schertz at the time of the proposed annexation shall continue to be maintained by the City of Schertz. All water and wastewater facilities which may be acquired subsequent to the annexation of the proposed areas shall be maintained by the City of Schertz to the extent of its ownership. The now existing water and wastewater mains at existing locations shall be available for the point of use extension based upon the City of Schertz standard extension policy now existing or as may be amended. Existing On-site sewerage systems may be maintained in accordance with the County's regulations.

4. **Solid Waste Collection**

   Solid waste collection will be provided to citizens in the newly annexed areas at the same or similar level of service now being provided to other areas of the City with like topography, land use and density as those found within the newly annexed areas. The City may negotiate with annexed areas to allow continued services with an existing solid waste management provider. After the second anniversary of the annexation date, the City will impose fees and provide the service.

   If areas with private roads and/or gates are arranged so that garbage may be collected without creating a safety hazard, the City, at its discretion, may collect the garbage provided proper indemnification is received from the community association or individual property owners. The City will then impose fees and provide the service. Garbage collection locations shall be subject to the approval of the Sanitation Manager. In the event the City does not collect garbage within the areas with private roads and/or gates, residents of these areas will not be billed for service after the two-year date.

5. **Maintenance of Roads and Streets**

Any and all public roads, streets or alleyways shall be maintained to the same degree and extent that other public roads, streets, and alleyways are maintained in areas of the City with like topography, land use and density as those found within the newly annexed areas. Private roads will remain under the ownership of the homeowners association and as such maintained by the association.

6. **Maintenance of Parks, Playgrounds, and Swimming Pools**

The City of Schertz, Texas is not aware of the existence of any publicly owned parks, playgrounds or swimming pools now located in the proposed areas of annexation. In the event any such parks, playgrounds, or swimming pools do exist and are public facilities, the City will maintain such areas and facilities to the extent and degree and to the same or similar level of service now being provided to other such areas and facilities within the corporate limits of the City with like topography, land use and density as those found within the newly annexed areas. Private facilities will remain under the ownership of the homeowners association and as such maintained by the association.

7. **Maintenance of any Publicly owned Facility, Building or Municipal Service**

The City of Schertz, Texas is not aware of the existence of any publicly owned facility, building, or other municipal service now located in the proposed areas of annexation. In the event any publicly owned facility, building, or other municipal service does exist and are public facilities, the City will maintain such areas and facilities to the extent and degree and to the same or similar level of service now being provided to other such areas and facilities within the corporate limits of the City with like topography, land use and density as those found within the newly annexed areas.

8. **Other Services**

The City of Schertz, Texas finds and determines that such services as planning, code enforcement, animal control, library, parks and recreation, court and general administration will be made available after the effective date of annexation at the same or similar level of service now being provided to other areas of the City with similar topography, land use and density as those found within the newly annexed areas.

CONSTRUCTION OF ANY CAPITAL IMPROVEMENTS TO BE COMPLETED WITHIN 2 ½ YEARS

1. **Police and Fire Protection and Solid Waste Collection**

The City of Schertz, Texas, finds and determines it is not necessary to acquire or construct any capital improvements within 2 ½ years of the effective date of the annexation of the particular annexed areas for the purpose of providing police protection, fire protection, emergency medical services or solid waste collection. The City finds and determines that it has at the present time adequate facilities and other resources to provide the same type, kind and level of service and protection which is presently being administered to other areas already incorporated in the City of Schertz, Texas with like topography, land use and population density as those found within the newly annexed areas.

2. **Water and Wastewater Facilities**

For the next 2 ½ years, the City of Schertz, Texas finds and determines that there is water and wastewater services available to the annexed areas pursuant to the City of Schertz extension policies.

3. **Roads and Streets**

The City of Schertz, Texas, finds and determines it is not necessary to acquire or construct any capital improvements within 2 ½ years of the effective date of the annexation of the particular annexed areas.

4. **Maintenance of Parks, Playgrounds, and Swimming Pools and Any Other Publicly Owned Facility, Building, or Service**

The City of Schertz, Texas, finds and determines it is not necessary to acquire or construct any capital improvements within 2 ½ years of the effective date of the annexation of the particular annexed areas for the purpose of parks maintenance, playgrounds, swimming pools and other publicly owned facility, building or service.

SPECIFIC FINDINGS

The City of Schertz, Texas, finds and determines that this proposed service plan will not provide any fewer services and will not provide a lower level of service in the areas being considered for annexation that were in existence in the proposed areas at the time immediately preceding the annexation process. Given the proposed annexation areas' topography, land utilization and population density, the service levels to be provided in the newly annexed areas will be equivalent to those provided to other areas of the City with similar characteristics.

TERMS

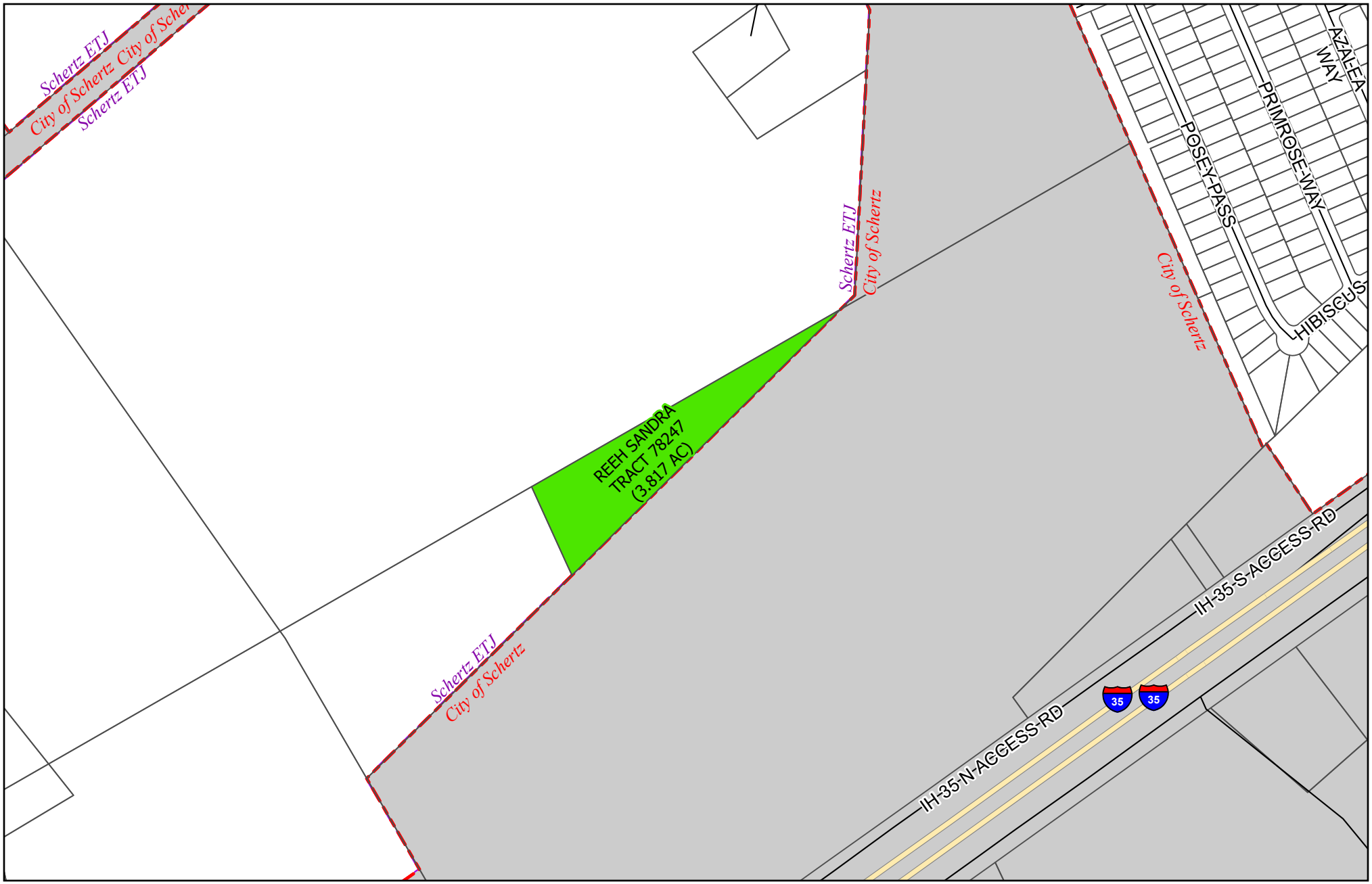
This plan shall be valid for a term of ten (10) years. Renewal of the Service Plan is at the discretion of the City of Schertz.

LEVEL OF SERVICE

Nothing in this plan shall require the City to provide a uniform level of full municipal services to each area of the City, including the annexed areas, if different characteristics of topography, land use, and population density are considered a sufficient basis for providing different levels of service.

AMENDMENTS

The plan shall not be amended unless public hearings are held in accordance with Chapter 43 of the Texas Local Government Code.



SCHERTZ

City of Schertz

Annexation Parcels

Schertz Municipal Boundary

Last Update: April 10, 2024

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

0 162.5 325 650 975 Feet

Annexations-

Comal County and Guadalupe County

EMILY DELGADO| PLANNING MANAGER

SCHERTZ
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Background

Annexation of land into the City's corporate limits may be voluntary or involuntary. The Texas Local Government Code (LGC) provides requirements and outlines the annexation process based on the annexation type. The proposed annexations are voluntary based on the Delayed Annexation Development Agreements that were originally entered into in 2010 and 2011 and the extensions that were offered in 2020 and 2021 thus Chapter 43, Subchapter C-3 of the Texas Local Government Code applies. The City's Unified Development Code (UDC) Section 21.4.8 includes provisions for processing of voluntary annexation requests.

In 2010 and 2011 the City of Schertz entered into Delayed Annexation Development Agreements with property owners based on Texas Local Government Code Section 43.016. Per the agreements that were signed and executed specifically Section 5. Term; Annexation at End of Term stipulates that ten (10) years after the effective date of the agreement the property is to be annexed into the City of Schertz.

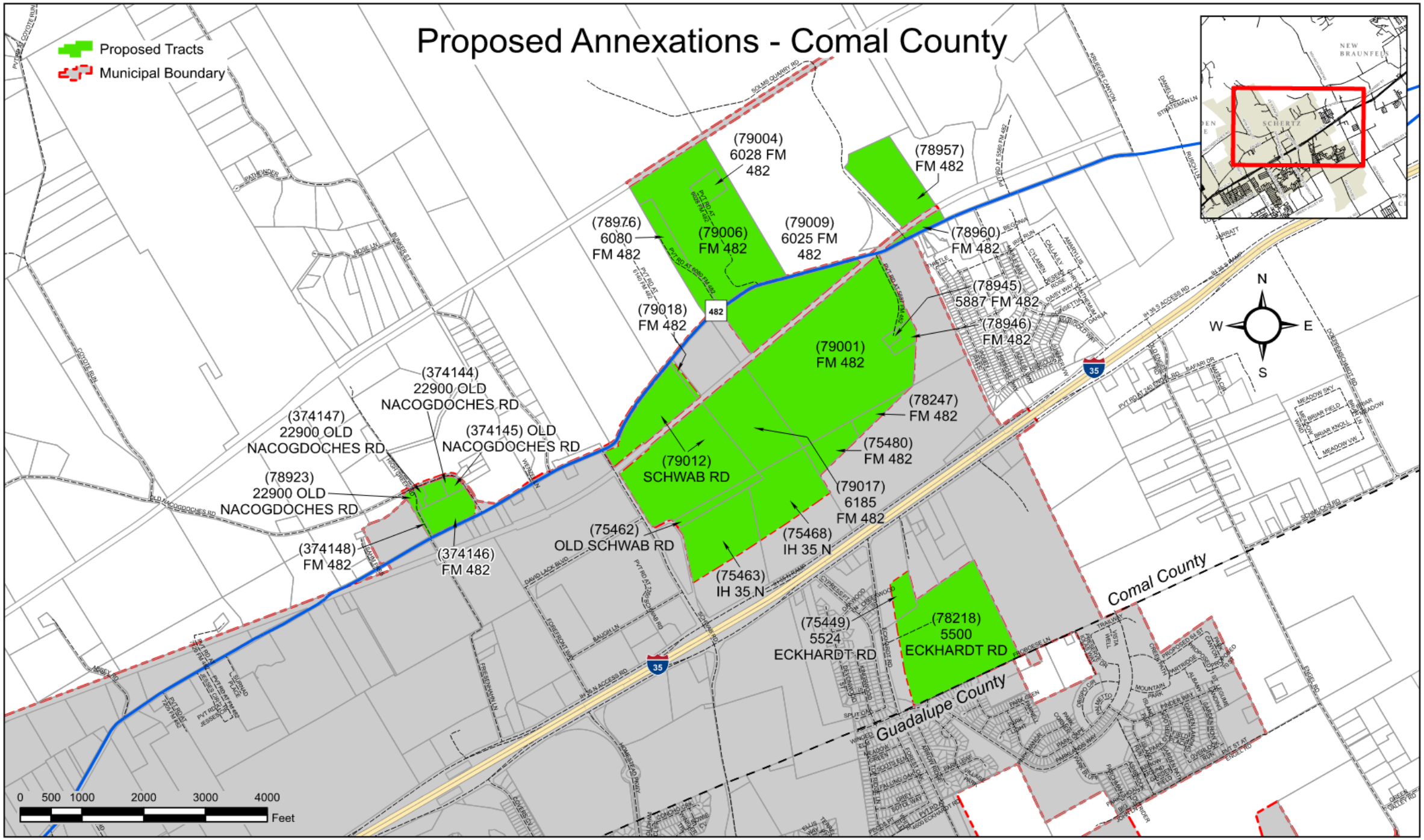
SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

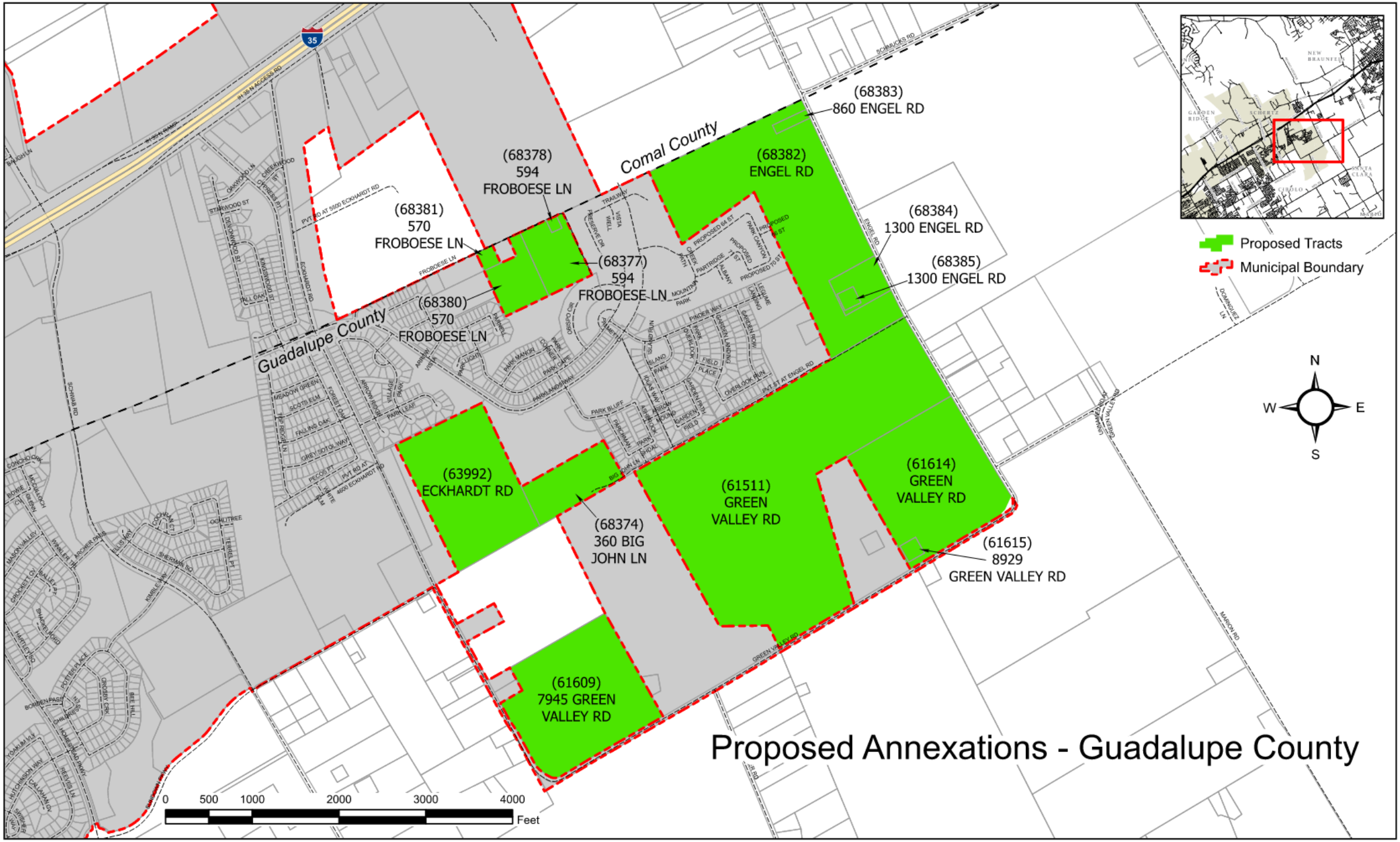
Background Continued

- In 2020 and 2021 the City of Schertz City Council authorized the City Manager and Staff to offer Development Agreement Extensions based on the nationwide and statewide declaration of public health emergency in relation to COVID -19. In addition, the Development Agreement Extensions would allow City staff to complete the Comprehensive Land Use Plan update which would be utilized when zoning the annexed properties. These extensions would provide the same rights as previously established in the original agreements but would delay the annexation of the properties to a later date. The prohibition on annexations would be in effect until January 1, 2024, at which time the City of Schertz would begin annexation proceedings and conclude them no later than December 31, 2024.
- At this time, the first date identified in the agreement (January 1, 2024) has passed. Additionally, with the approval of Ordinance 24-S-06, the Comprehensive Land Use Plan has officially been adopted and can be utilized for zoning cases moving forward. Per the Development Agreement Extensions, City staff started the annexation and zoning process in accordance with the extensions in the fall of 2023. Resolution 24-R-41 approved by City Council on April 16, 2024 accepted petitions for voluntary annexation of 25 properties, approximately 507-acres within Comal County and 14 properties, approximately 387- acres within Guadalupe County. The following Ordinances 24-A-27 through 24-A-65 if approved, would annex 25 properties within Comal County and 14 properties within Guadalupe County.
- The Planning and Zoning Commission held a public hearing for the associated zoning for the subject properties on May 8, 2024. The Planning and Zoning Commission meeting can be viewed on the City's YouTube site.

Background Continued

- A public hearing notice was published on May 24, 2024, in the "San Antonio Express" the annexation of properties in Comal and Guadalupe County. A public hearing notice was mailed to Comal ISD on May 24, 2024. Additionally, a public hearing notice was posted on the City of Schertz website on May 23, 2024.
- Although the original notice encompassed all of the Comal and Guadalupe County parcels proposed for annexations, it has been determined that it is more appropriate for City Council to take action on each individual parcel separately. This is why each individual parcel was listed separately on the City Council agenda and each will have its own public hearing and action.
- Under Texas Local Government Code Section 43.057, Staff finds that surrounding any area, but not including such area within the City limits through this annexation, is in the public's interest.


Proposed Annexations - Comal County
Proposed Tracts
Municipal Boundary
(79004)
6028 FM
482
(78957)
FM 482
(78976)
6080
FM 482
(79006)
FM 482
(79009)
6025 FM
482
(78960)
FM 482
(78945)
5887 FM 482
(78946)
FM 482
(79018)
FM 482
482
(79001)
FM 482
(374144)
22900 OLD
NACOGDOCHES RD
(374147)
22900 OLD
NACOGDOCHES RD
(374145) OLD
NACOGDOCHES RD
(78247)
FM 482
(79012)
SCHWAB RD
(75480)
FM 482
(78923)
22900 OLD
NACOGDOCHES RD
(79017)
6185
FM 482
(75462)
OLD SCHWAB RD
(75468)
IH 35 N
(374148)
FM 482
(374146)
FM 482
(75463)
IH 35 N
(75449)
5524
ECKHARDT RD
(78218)
5500
ECKHARDT RD
Comal County
Guadalupe County
N
W
E
S
35
0 500 1000 2000 3000 4000
Feet


(68383)
860 ENGEL RD
(68382)
ENGEL RD
(68384)
1300 ENGEL RD
(68385)
1300 ENGEL RD
(68378)
594
FROBOESE LN
(68381)
570
FROBOESE LN
(68377)
594
FROBOESE LN
(68380)
570
FROBOESE LN
Comal County
Guadalupe County
(63992)
ECKHARDT RD
(68374)
360 BIG
JOHN LN
(61511)
GREEN
VALLEY RD
(61614)
GREEN
VALLEY RD
(61615)
8929
GREEN VALLEY RD
(61609)
7945 GREEN
VALLEY RD
Proposed Tracts
Municipal Boundary
N
W
E
S
0
500
1000
2000
3000
4000
Feet
Proposed Annexations - Guadalupe County

Recommendation

Staff recommends approval of Ordinance 24-A-27 through Ordinance 24-A-65, for voluntary annexation of approximately 529-acres within Comal County and approximately 477- acres within Guadalupe County.

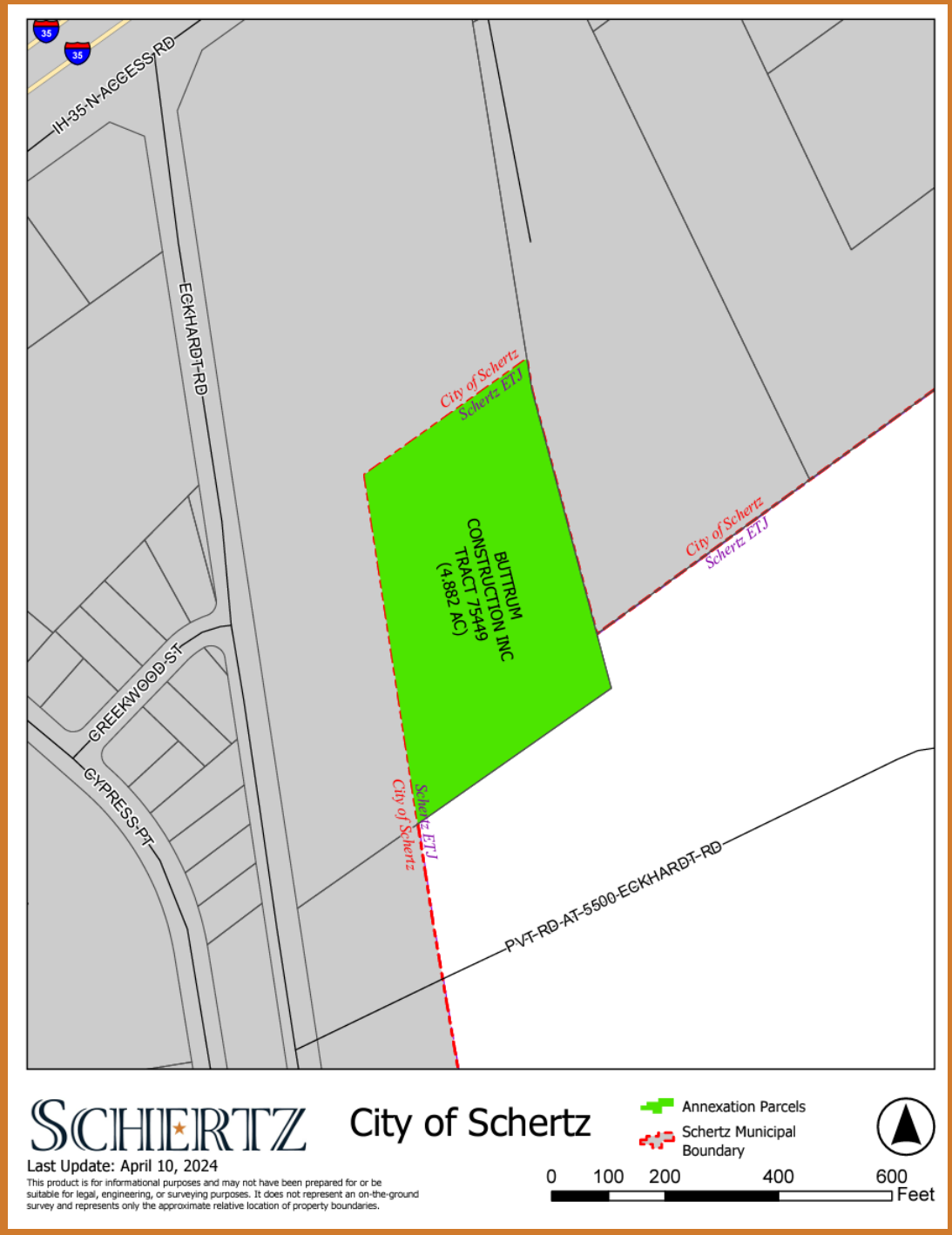
City Council

- City Council conducted individual public hearings on Ordinances 24-A-27 through Ordinance 24-A-65 on June 4, 2024.
- City Council unanimously approved each ordinance, Ordinances 24-A-27 through 24-A-65, at the June 4, 2024 City Council meeting, which can be viewed on YouTube.

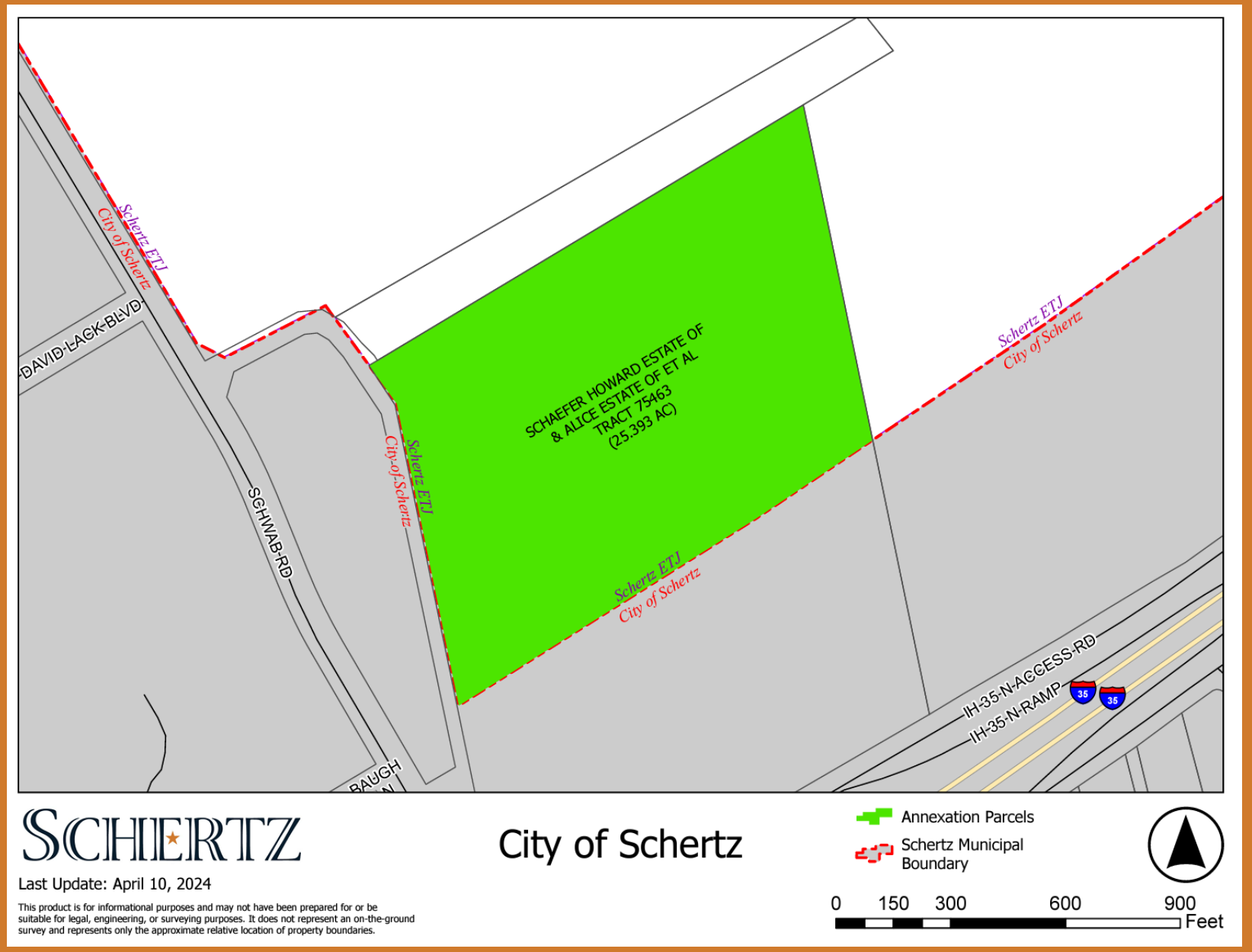
COMMENTS AND QUESTIONS

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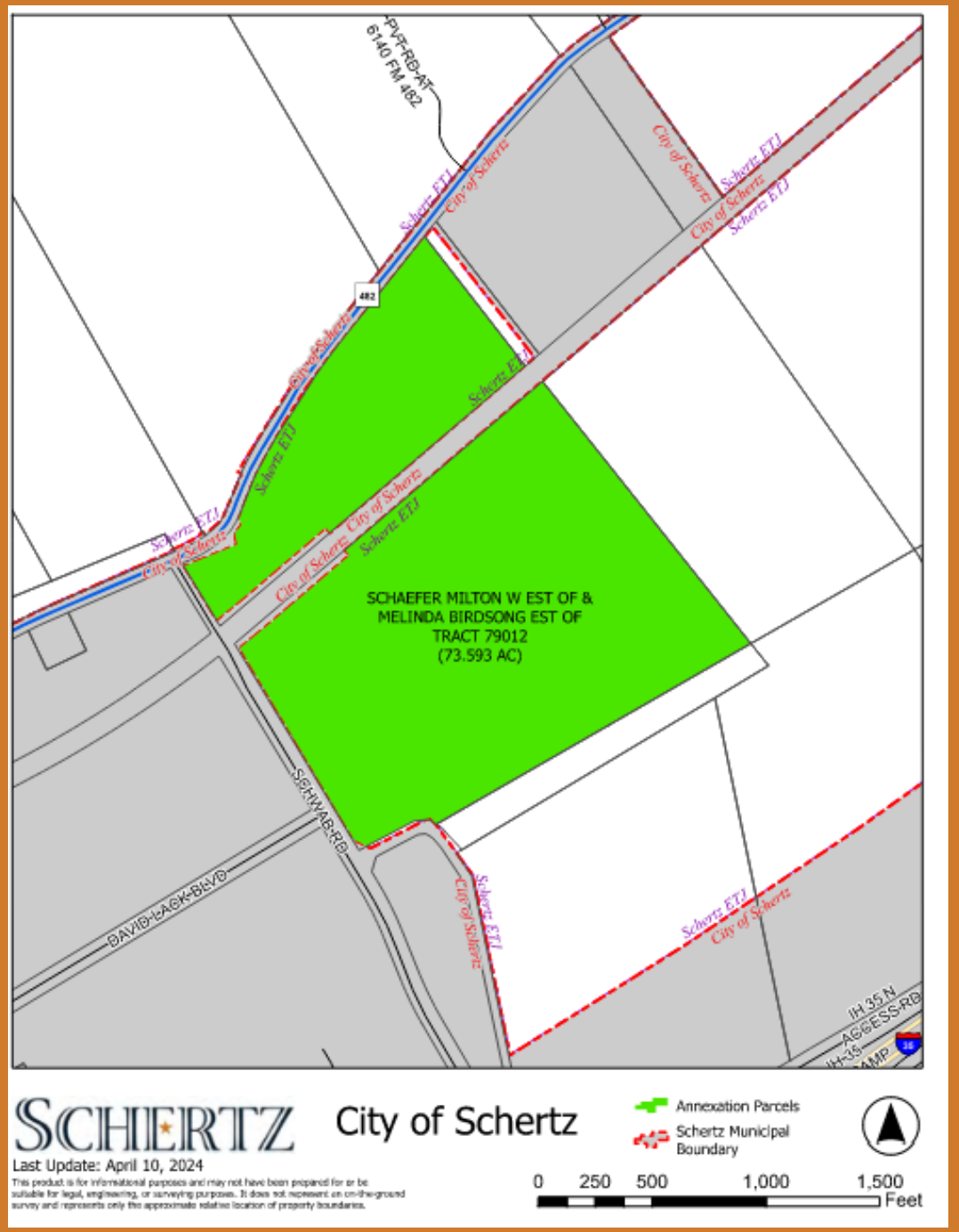
Comal County | Ordinance 24-A-27



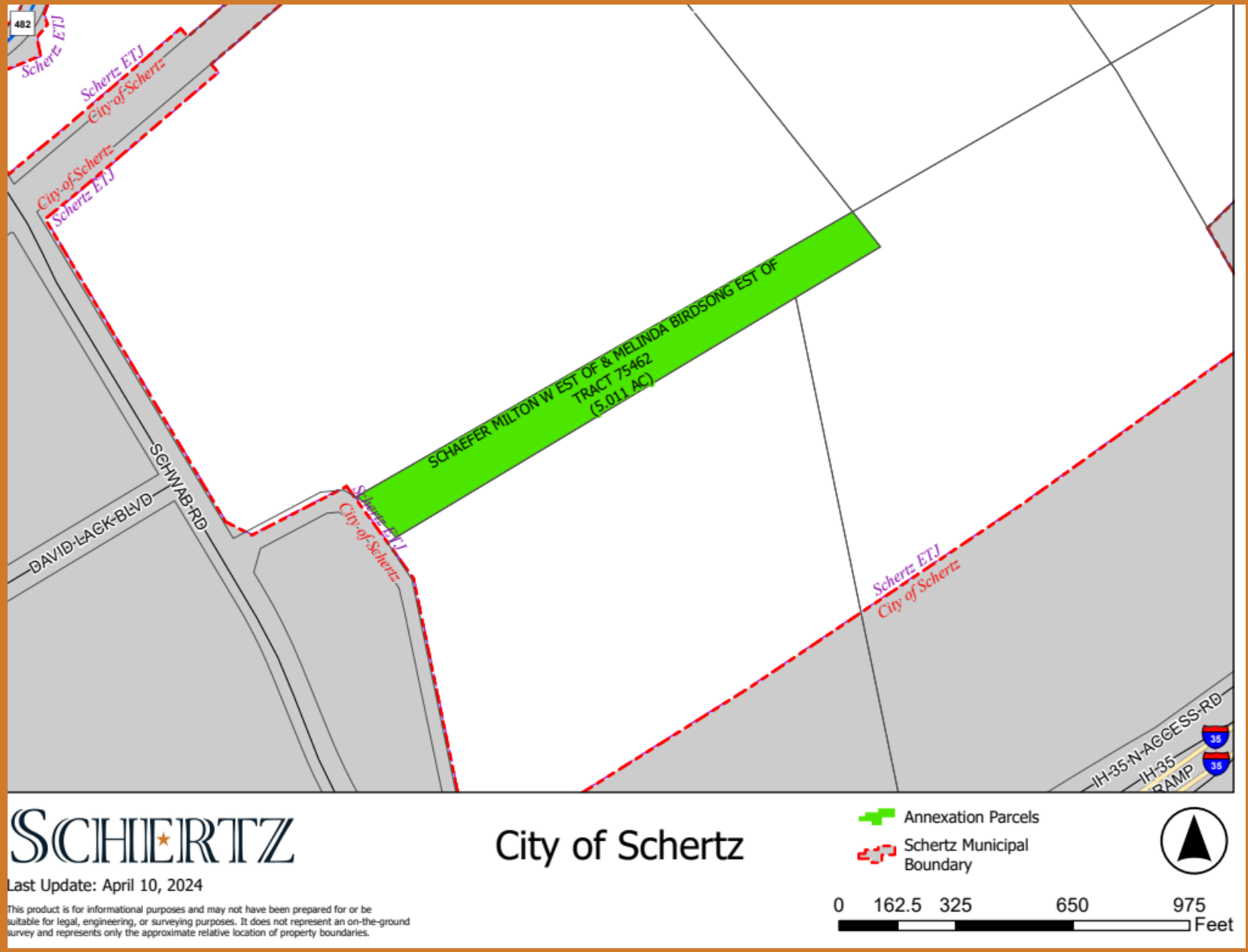
Comal County | Ordinance 24-A-28



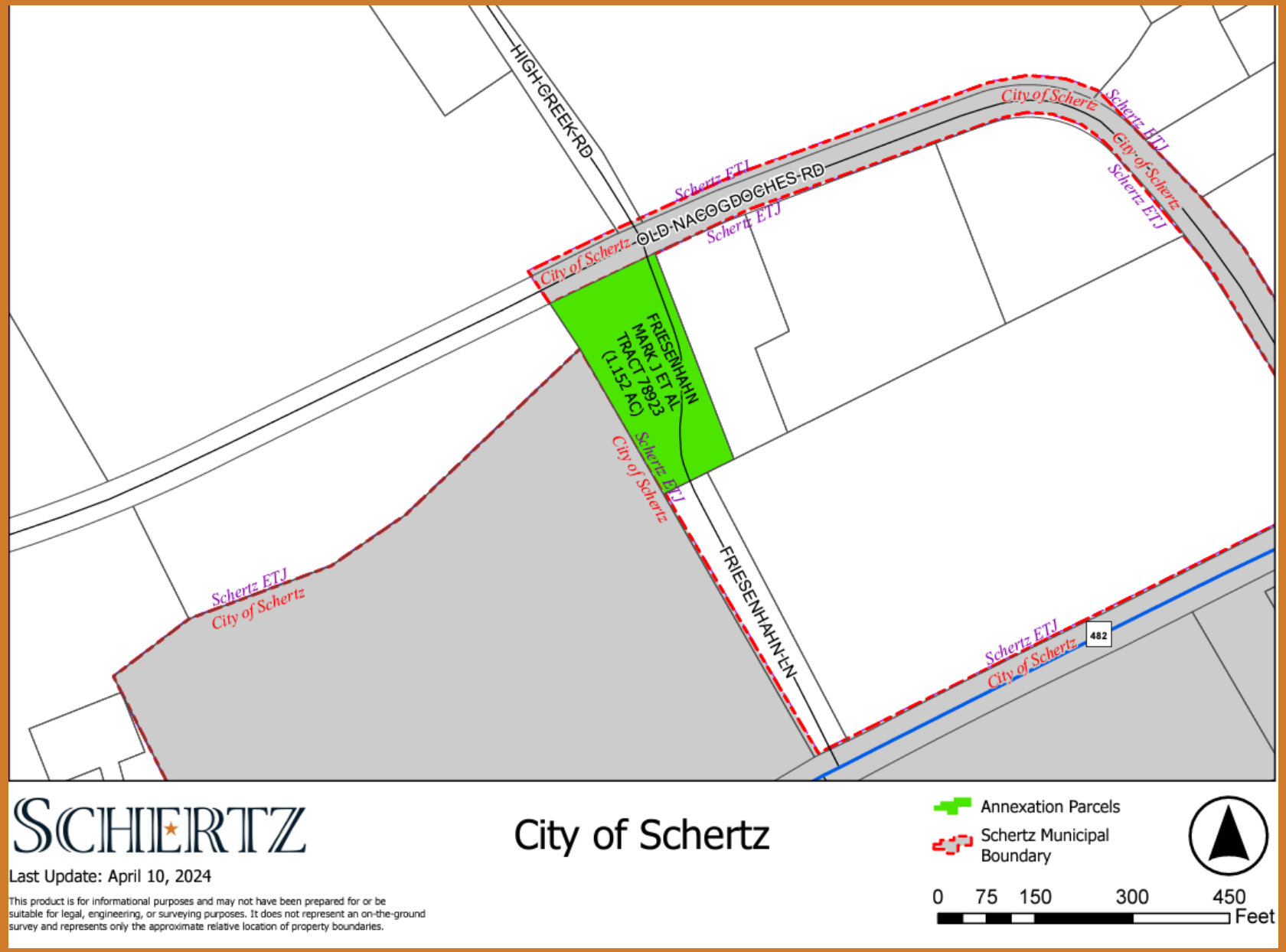
Comal County | Ordinance 24-A-29



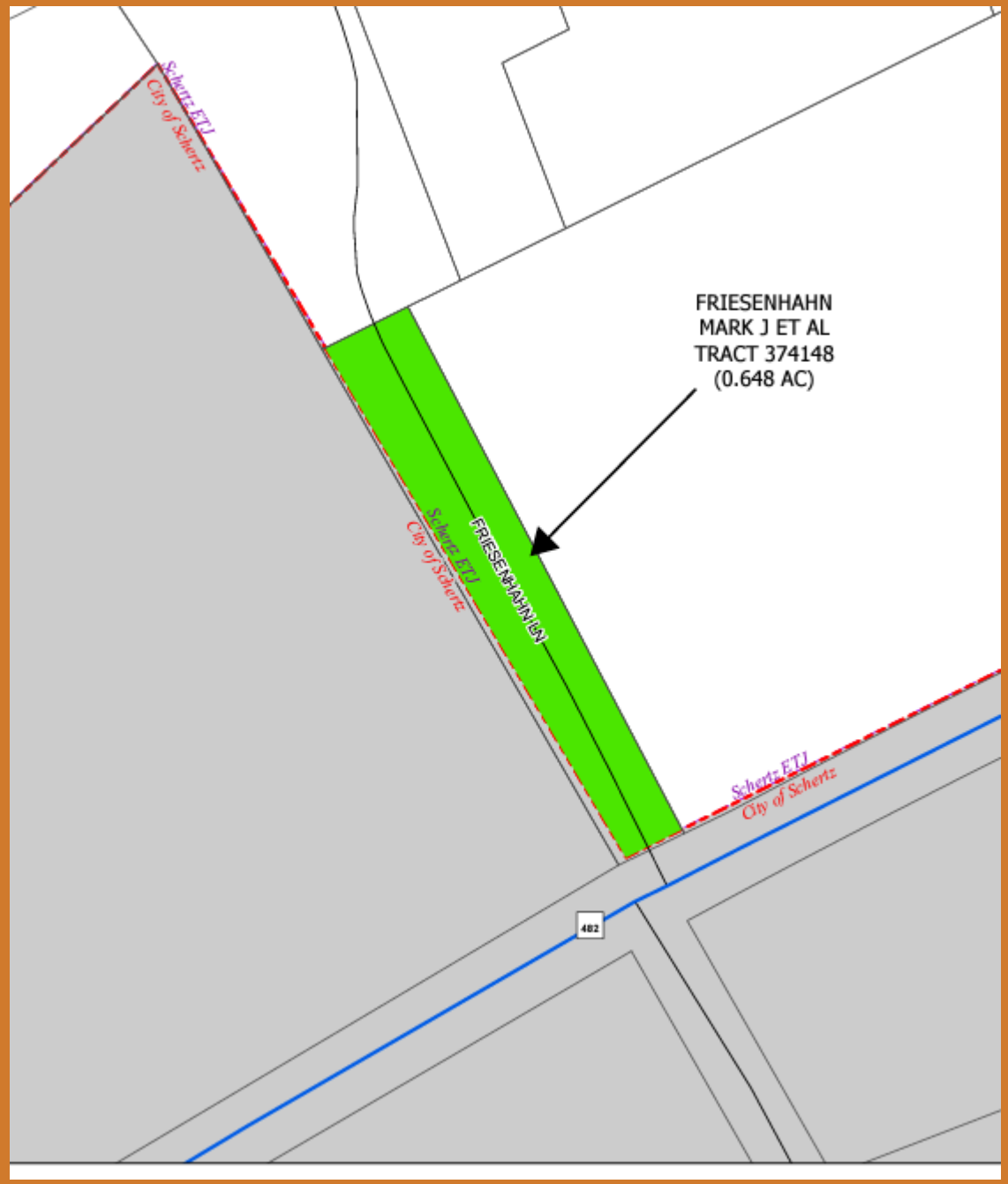
Comal County | Ordinance 24-A-30



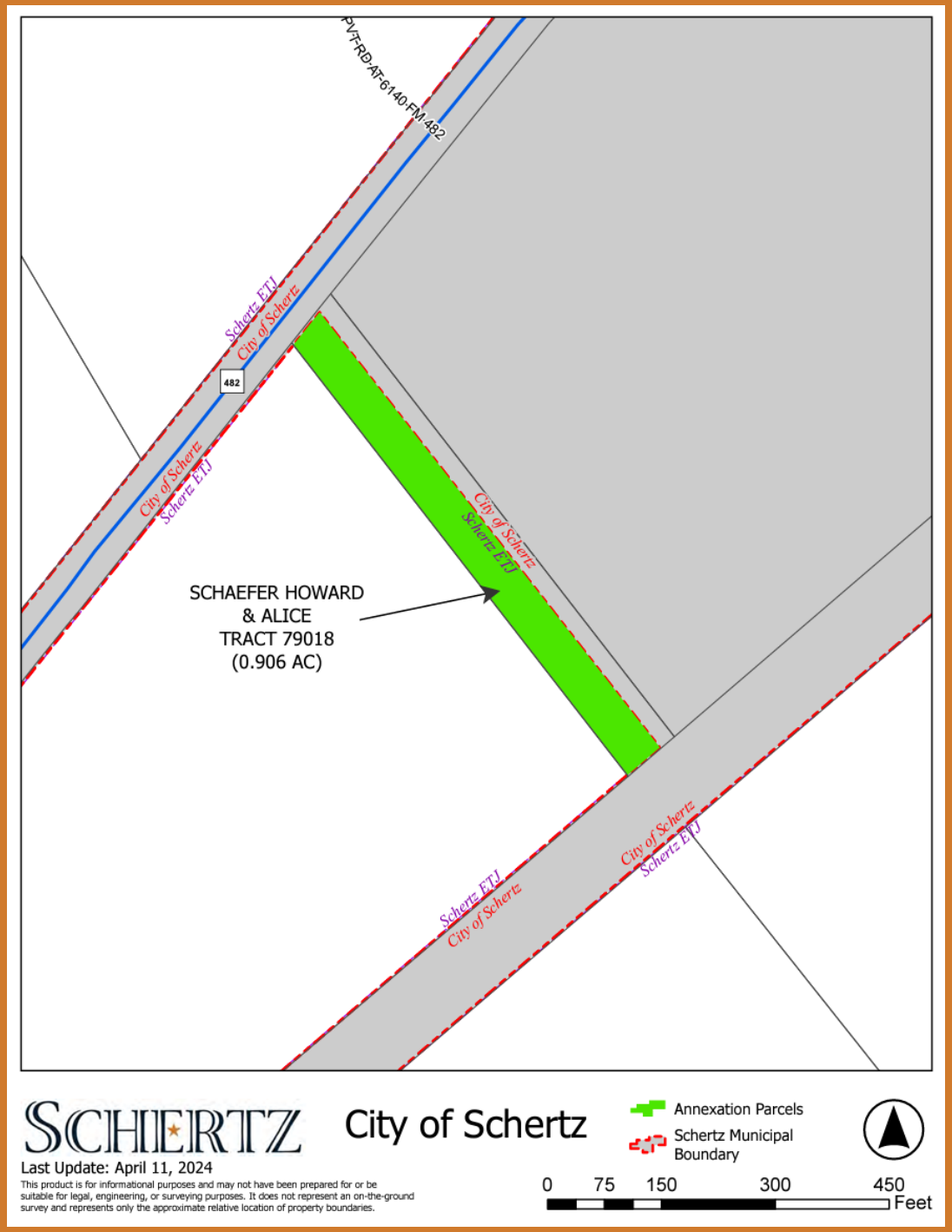
Comal County | Ordinance 24-A-31



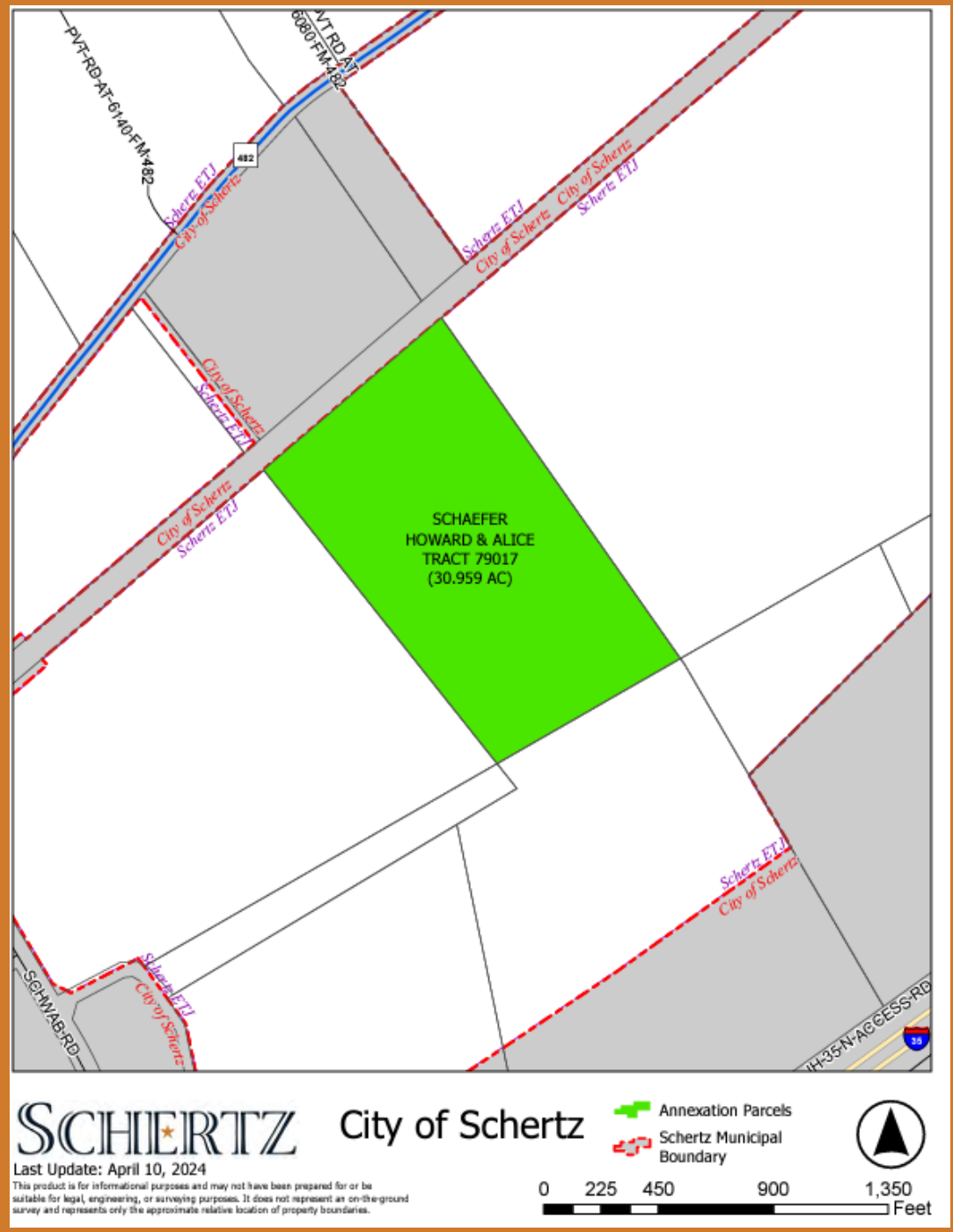
Comal County | Ordinance 24-A-32



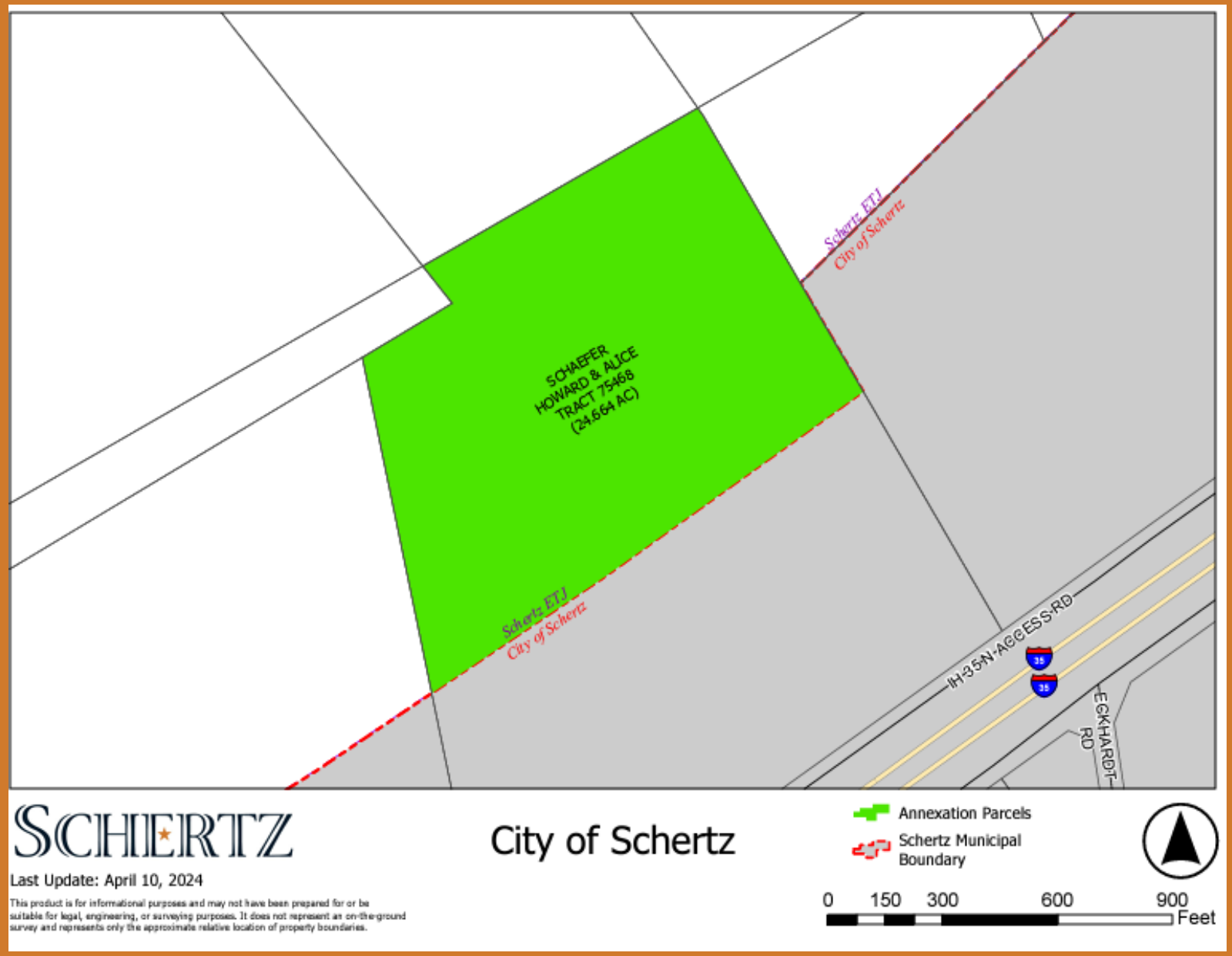
Comal County | Ordinance 24-A-33



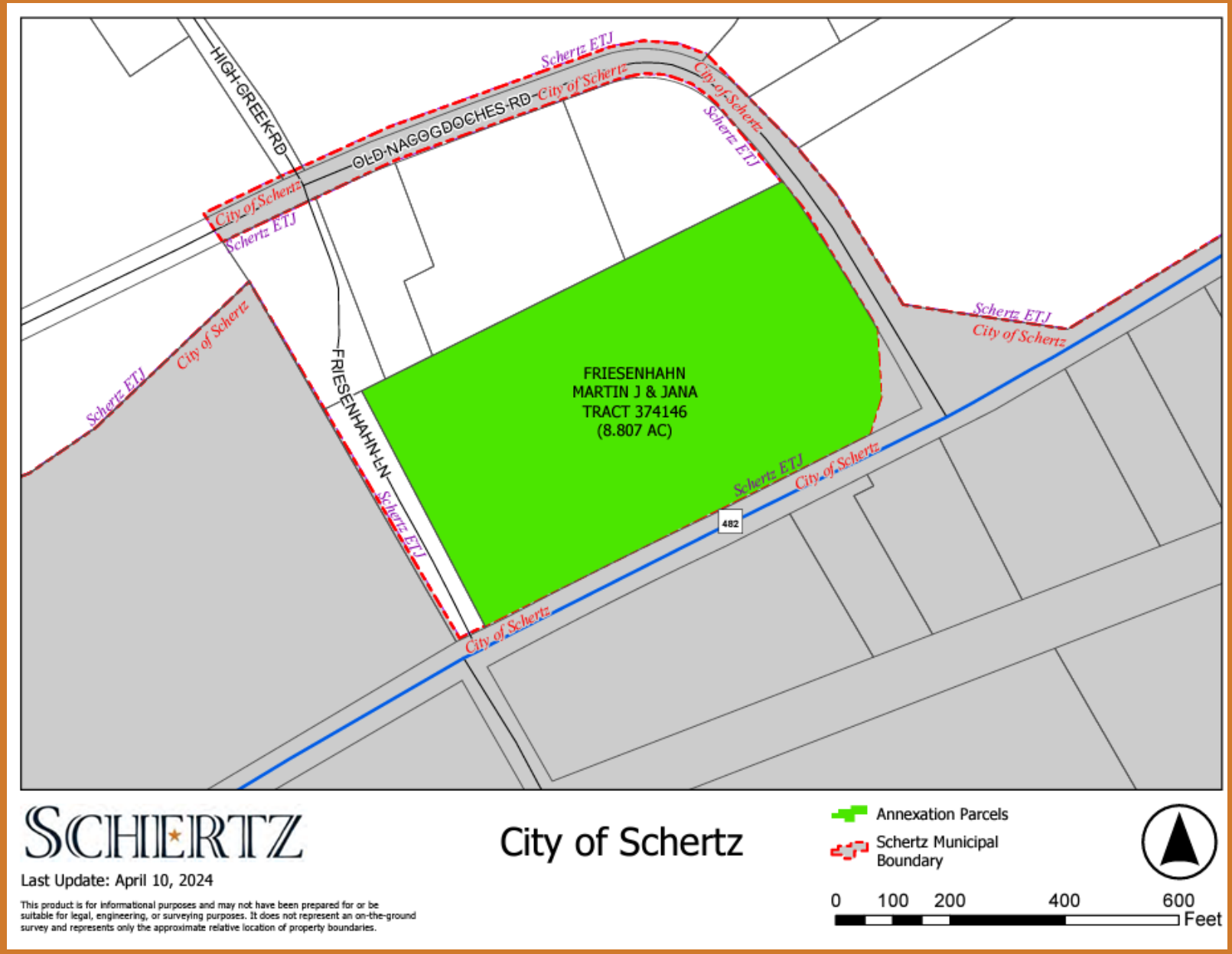
Comal County | Ordinance 24-A-34



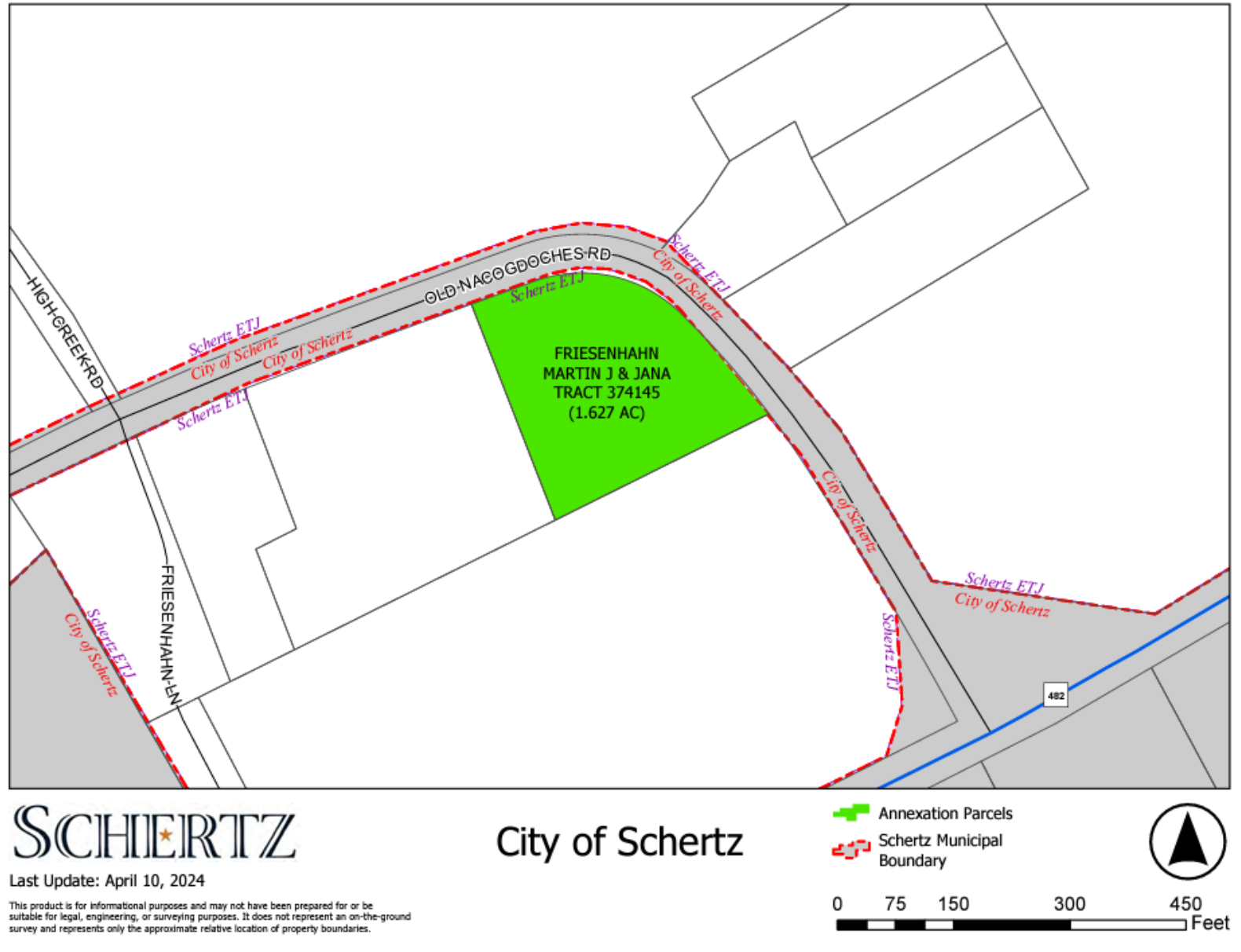
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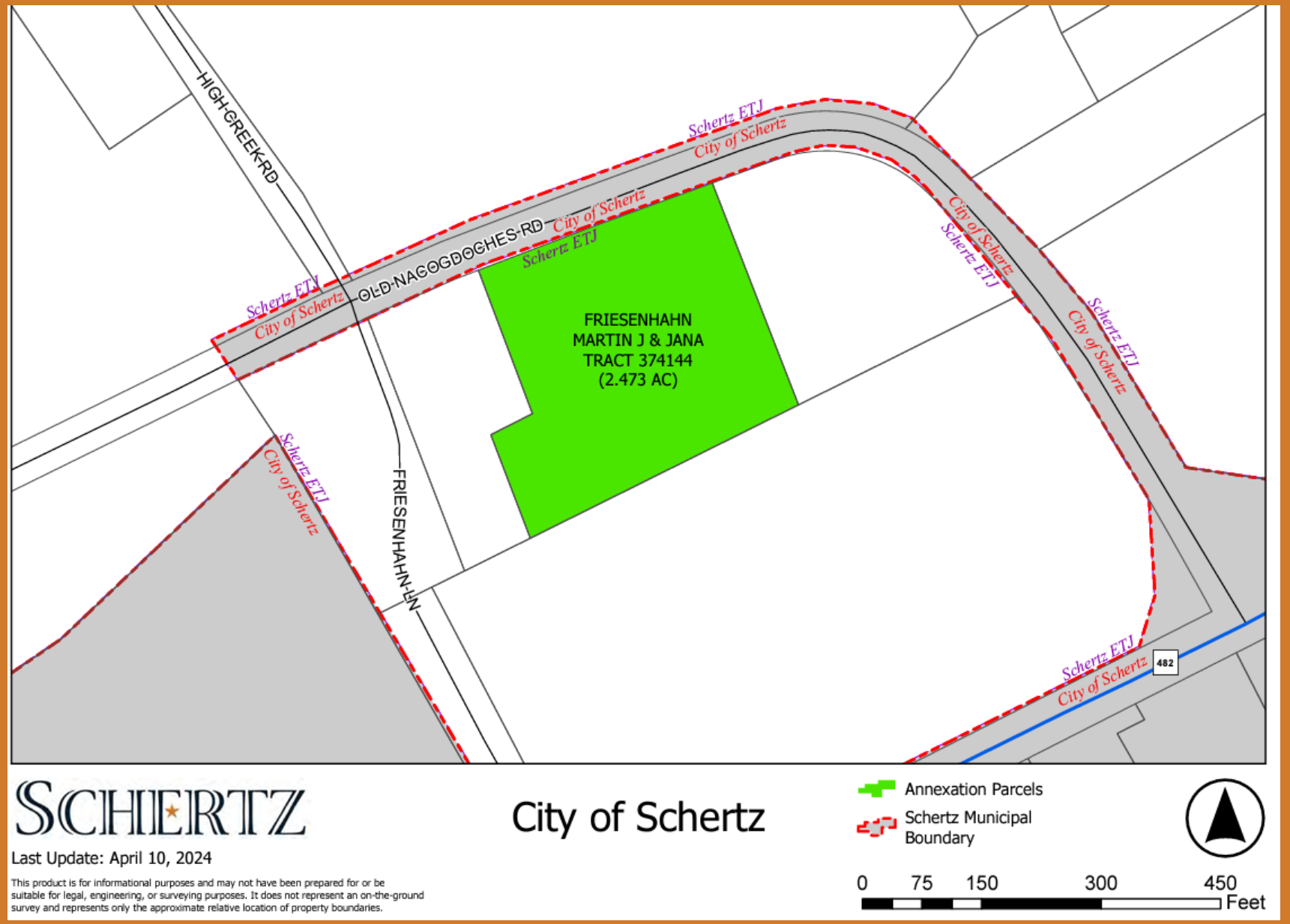
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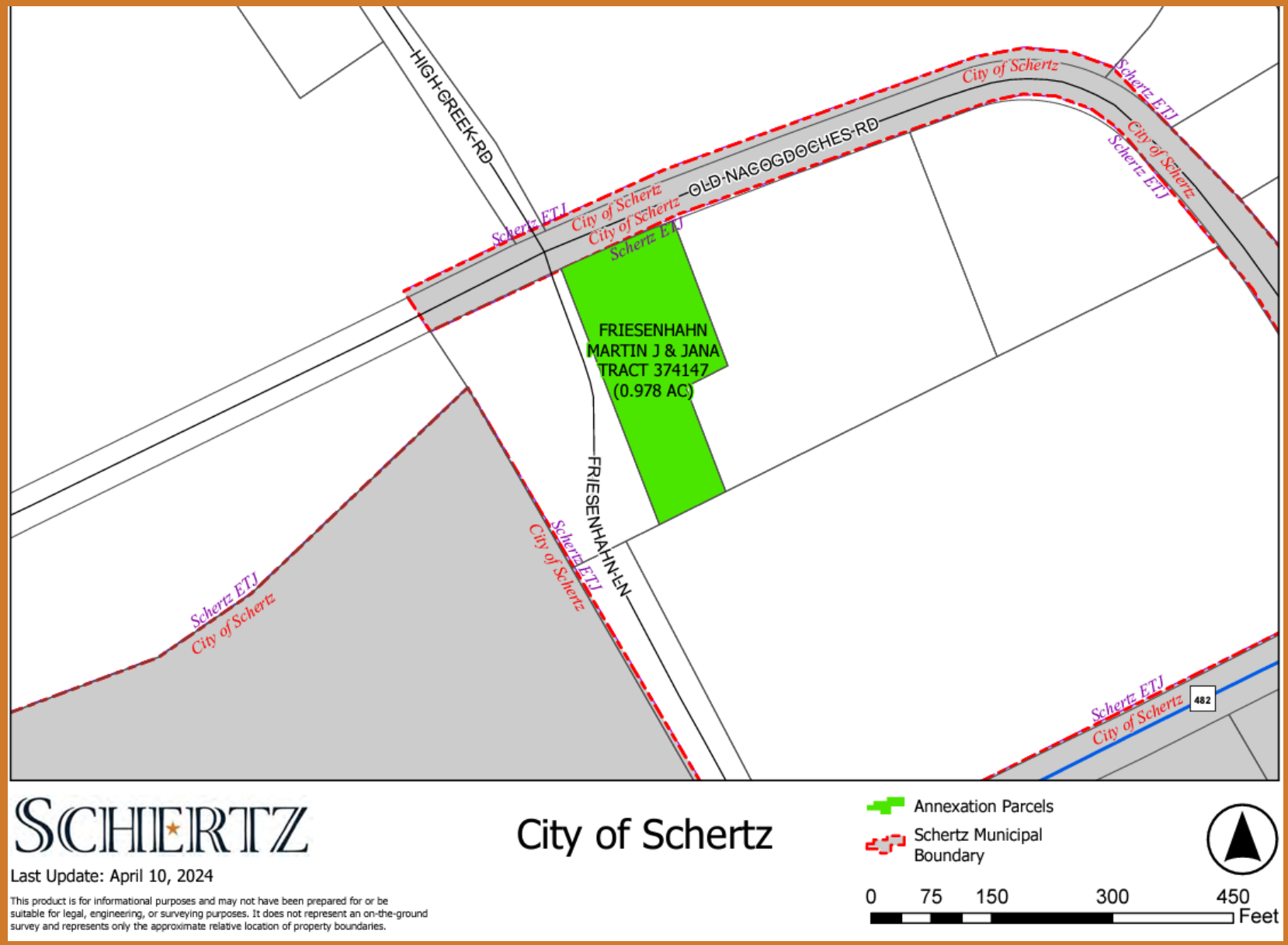
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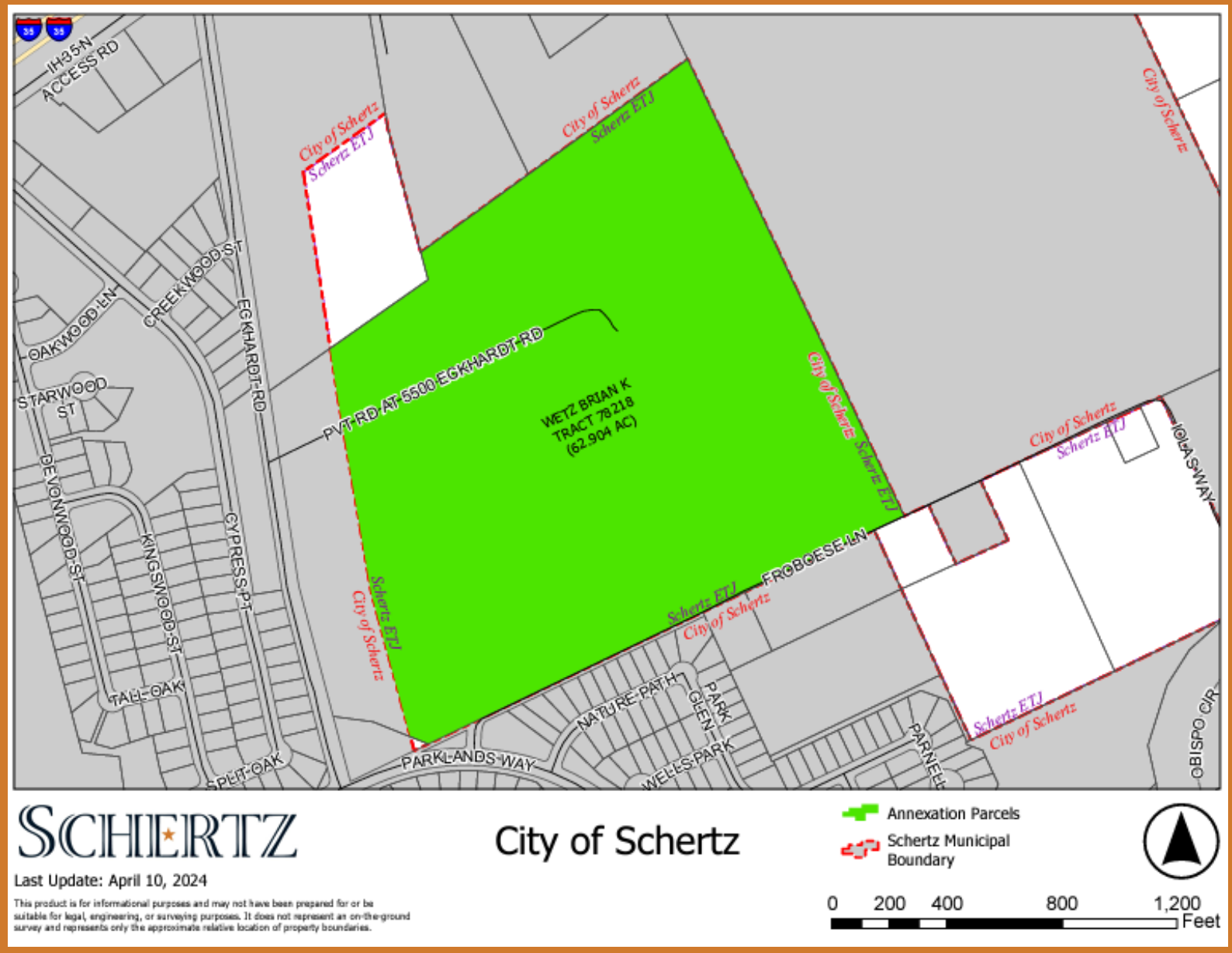
Comal County | Ordinance 24-A-38



Comal County | Ordinance 24-A-39



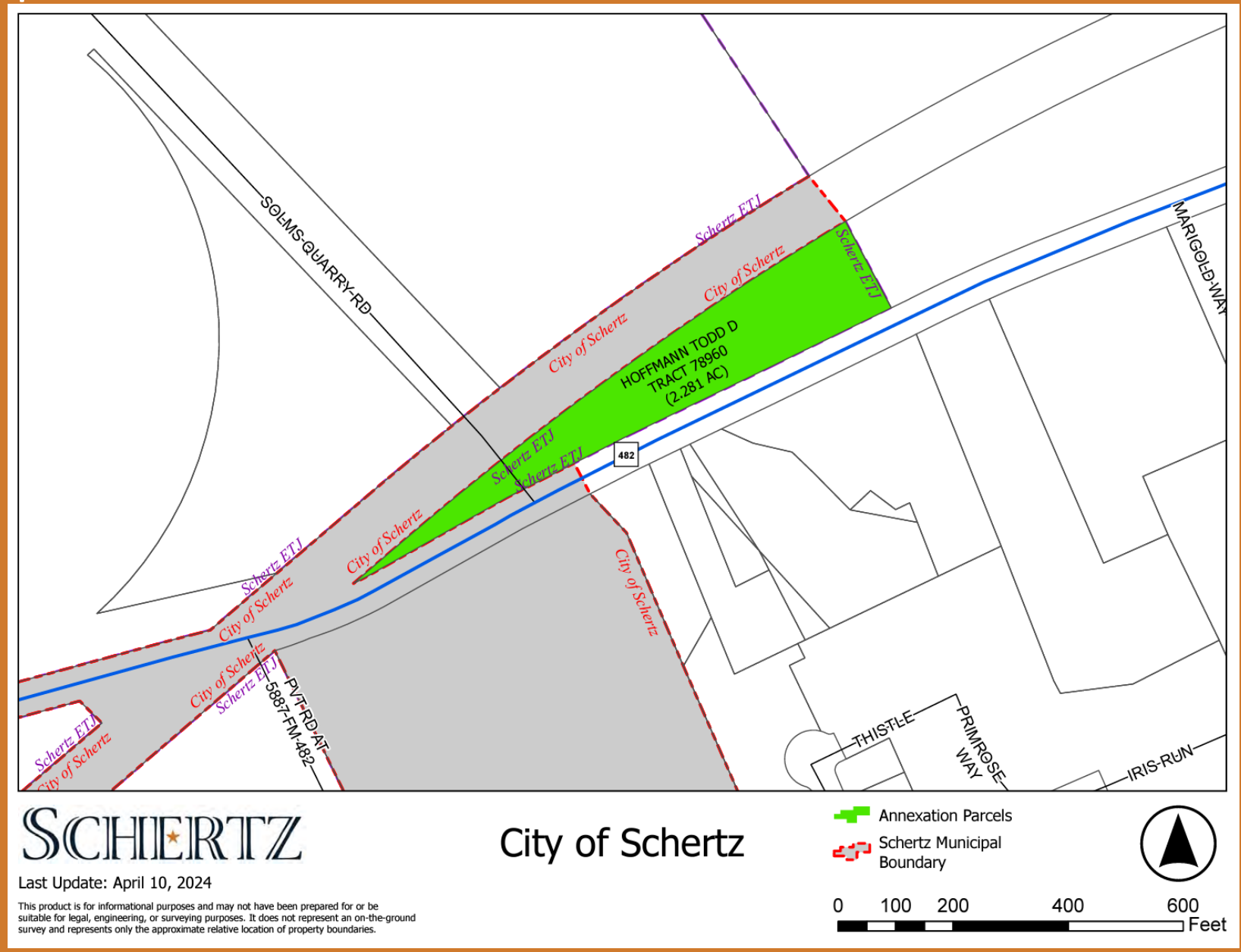
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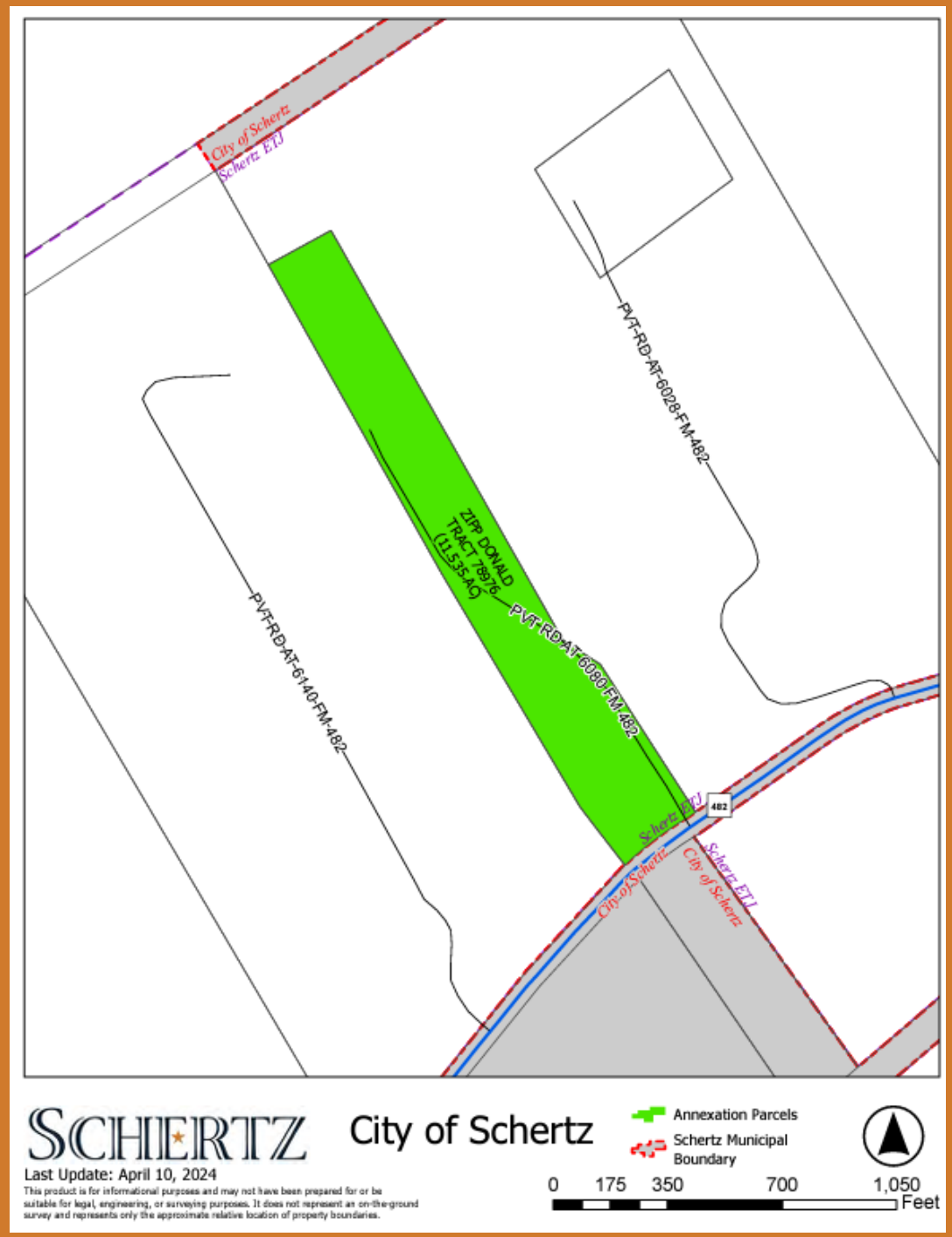
Comal County | Ordinance 24-A-41



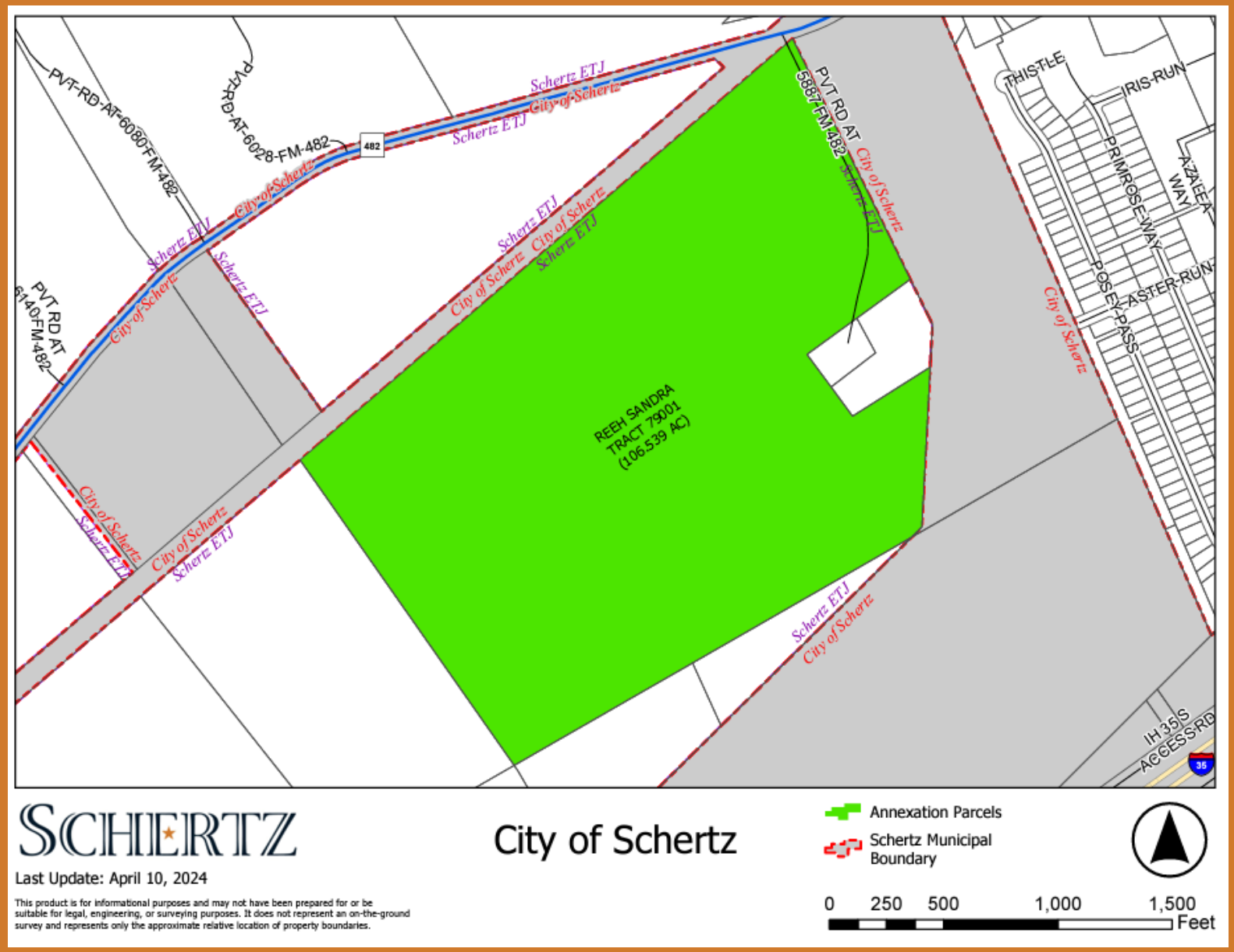
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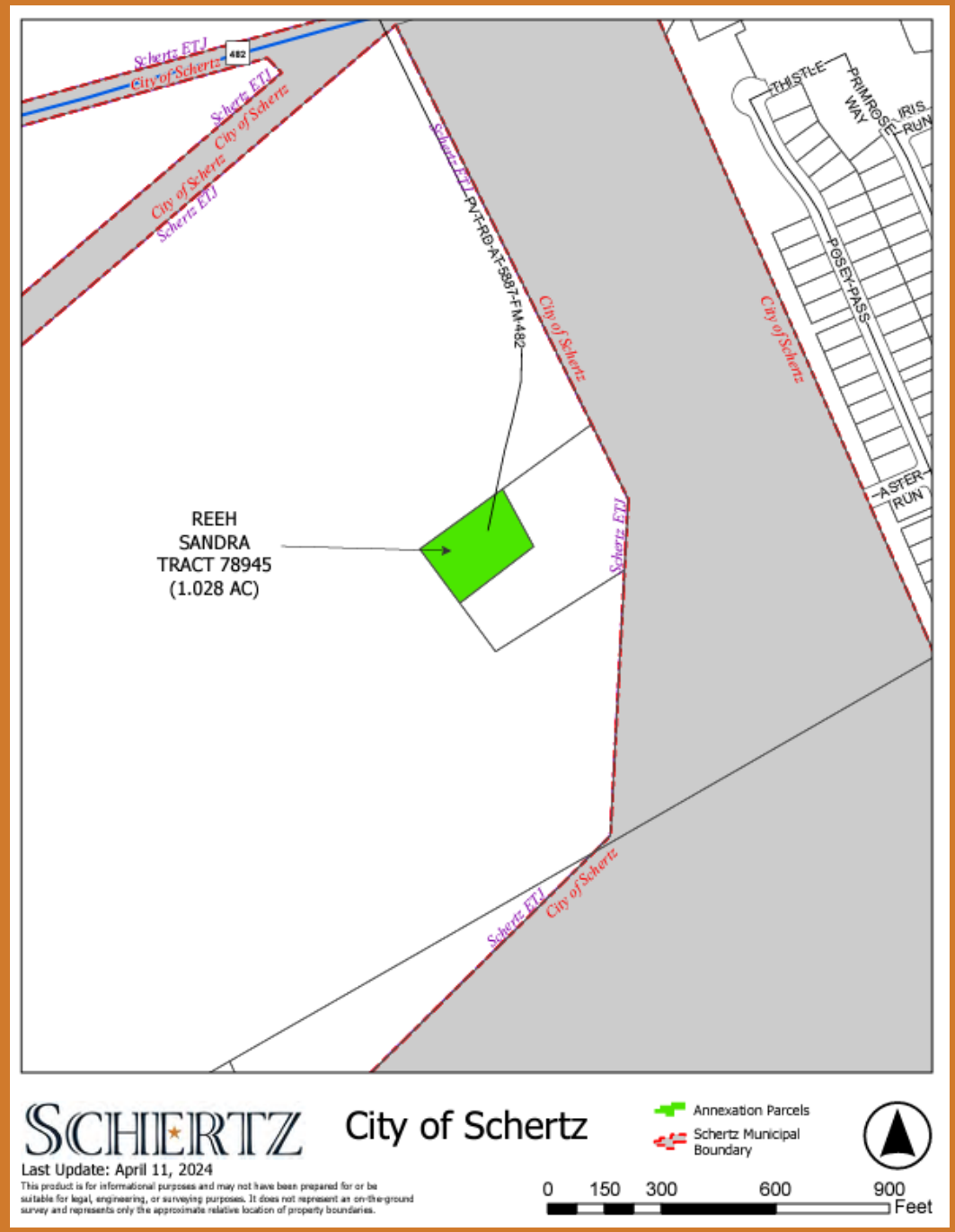
Comal County | Ordinance 24-A-43



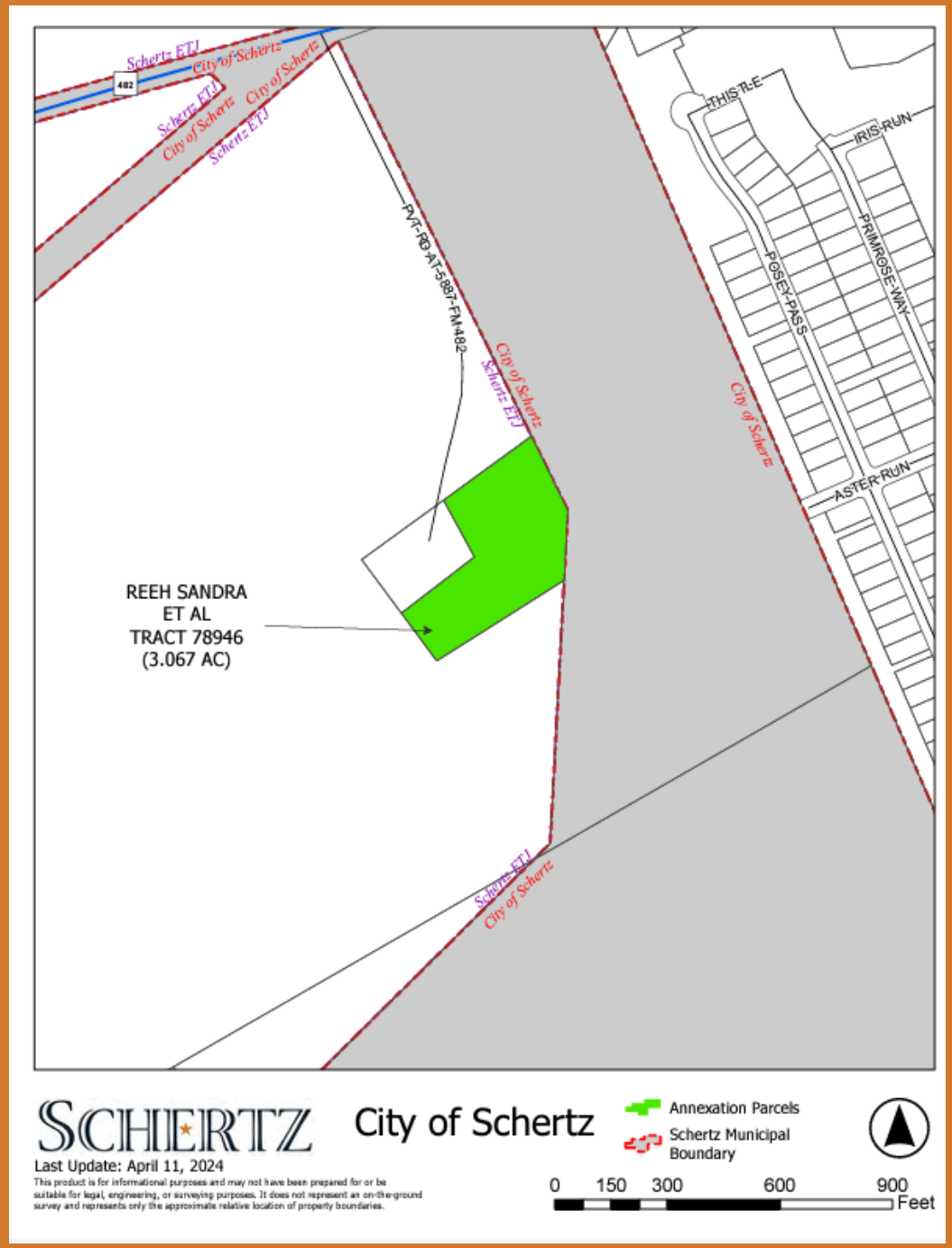
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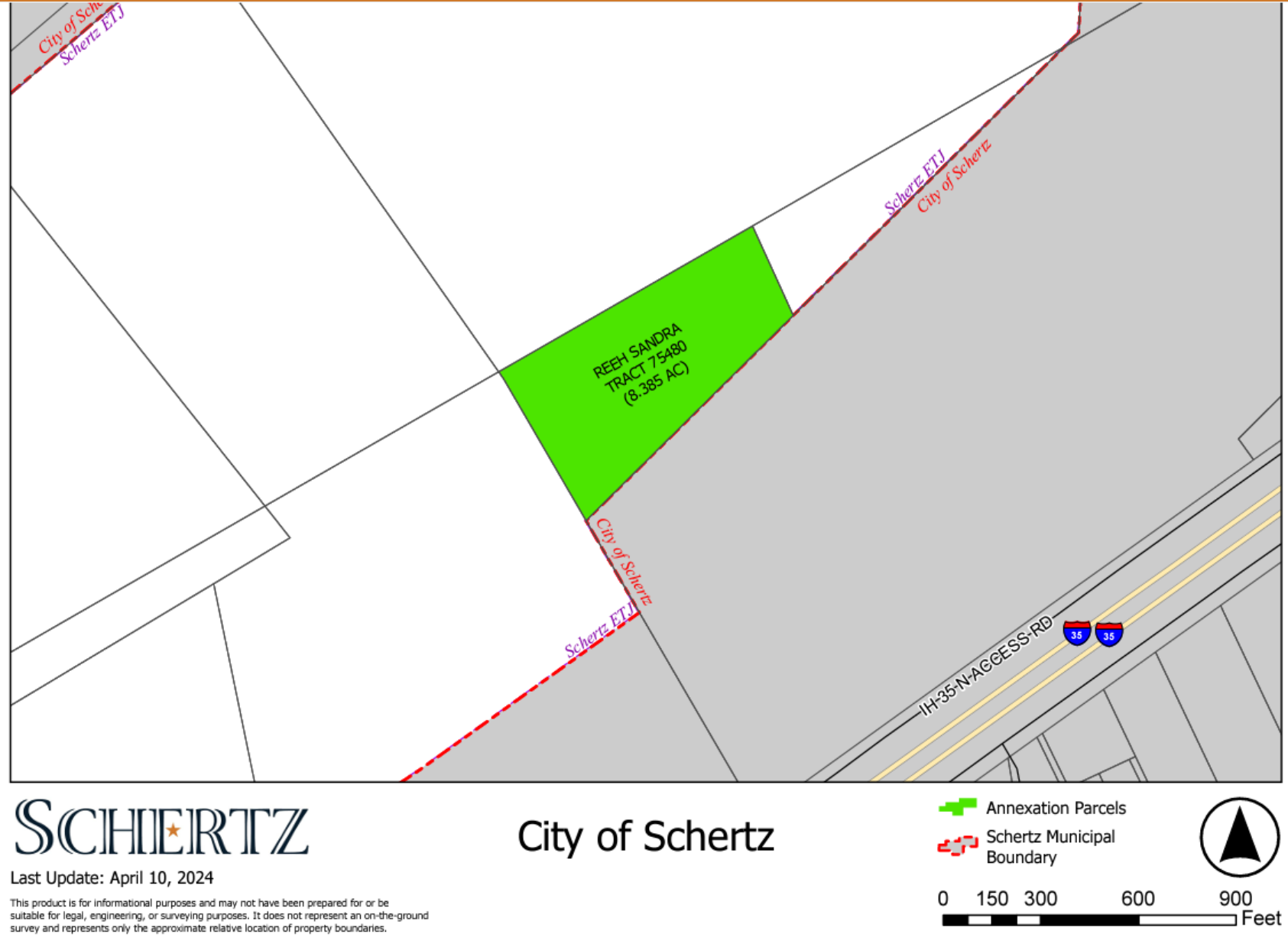
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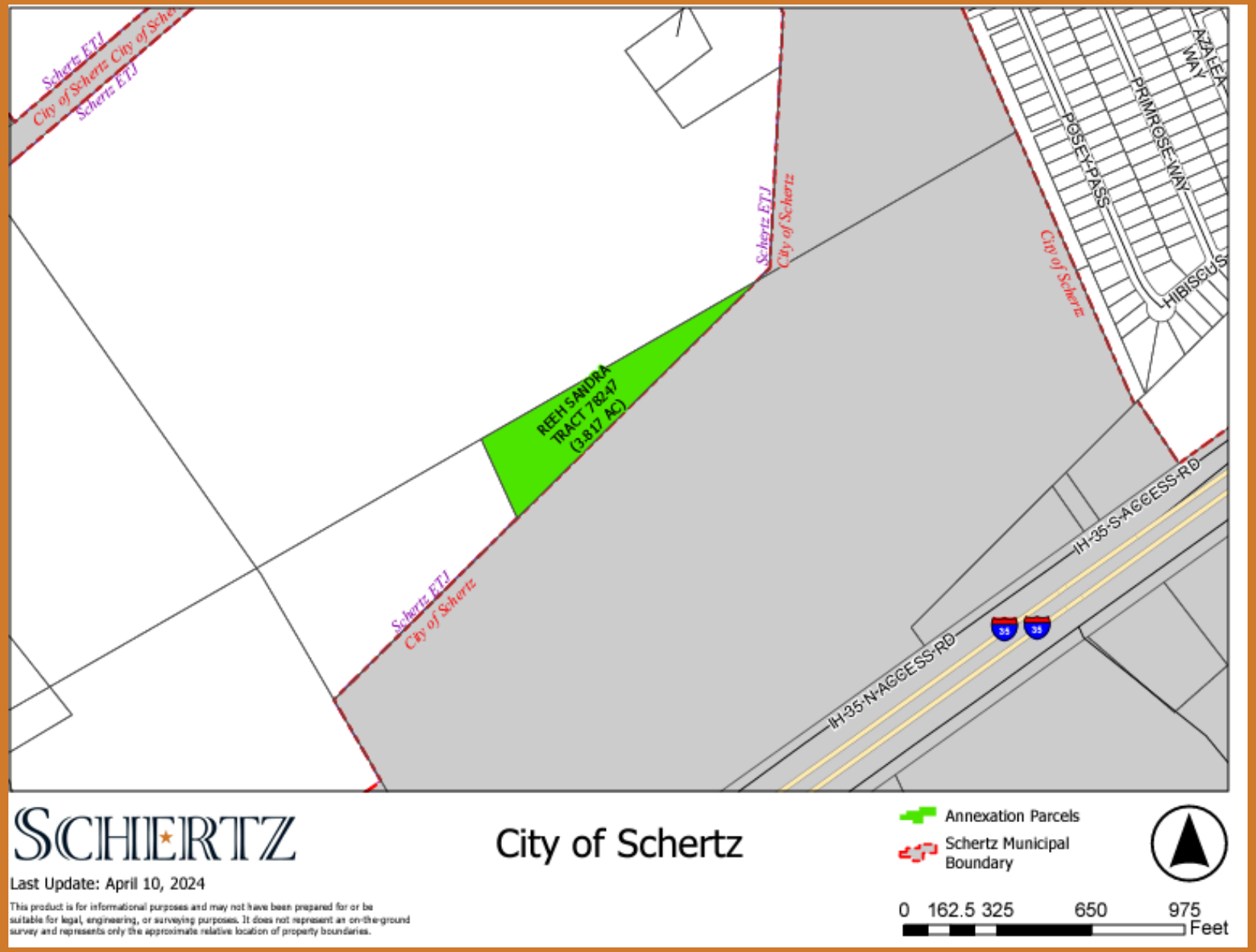
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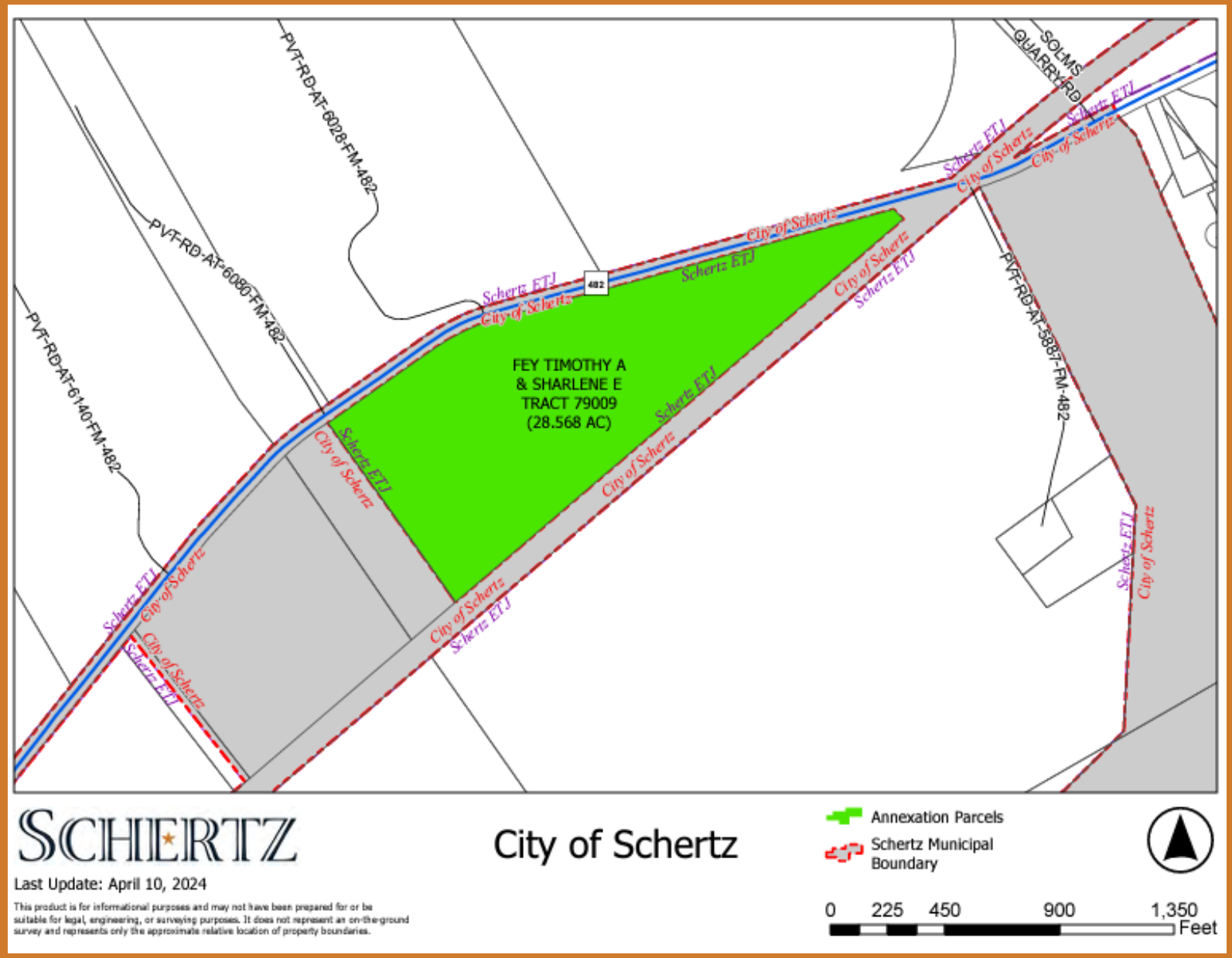
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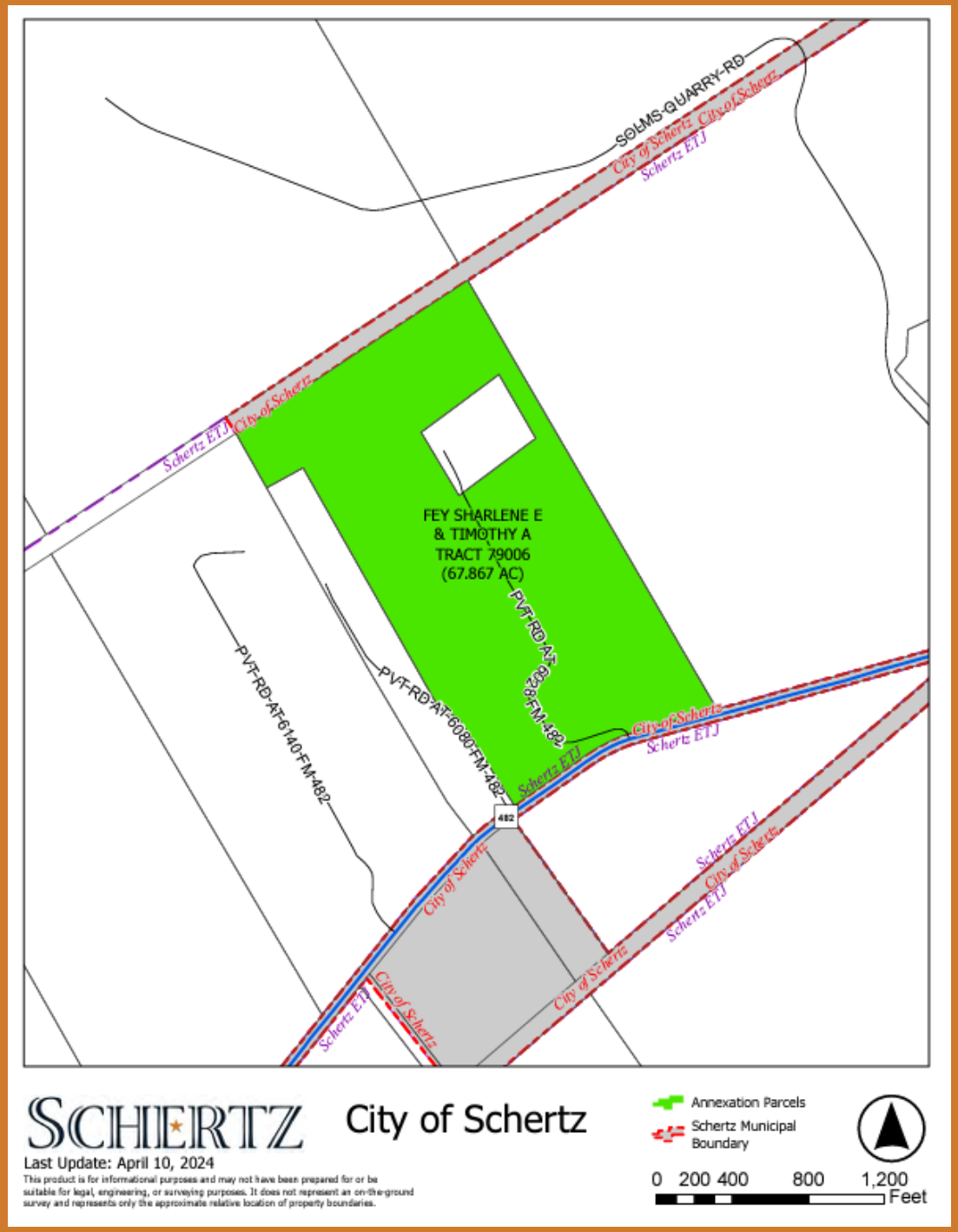
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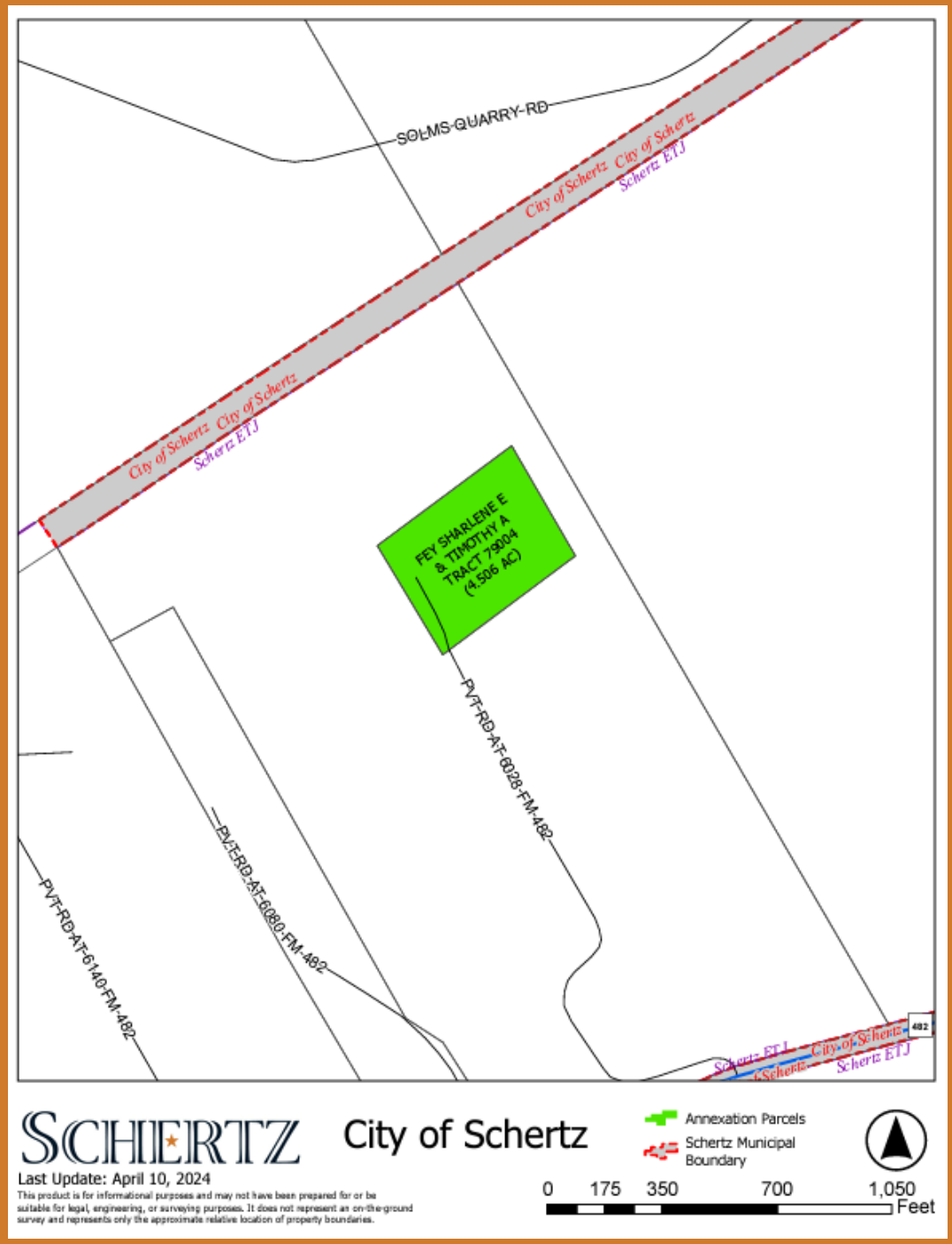
Comal County | Ordinance 24-A-49



Comal County | Ordinance 24-A-50



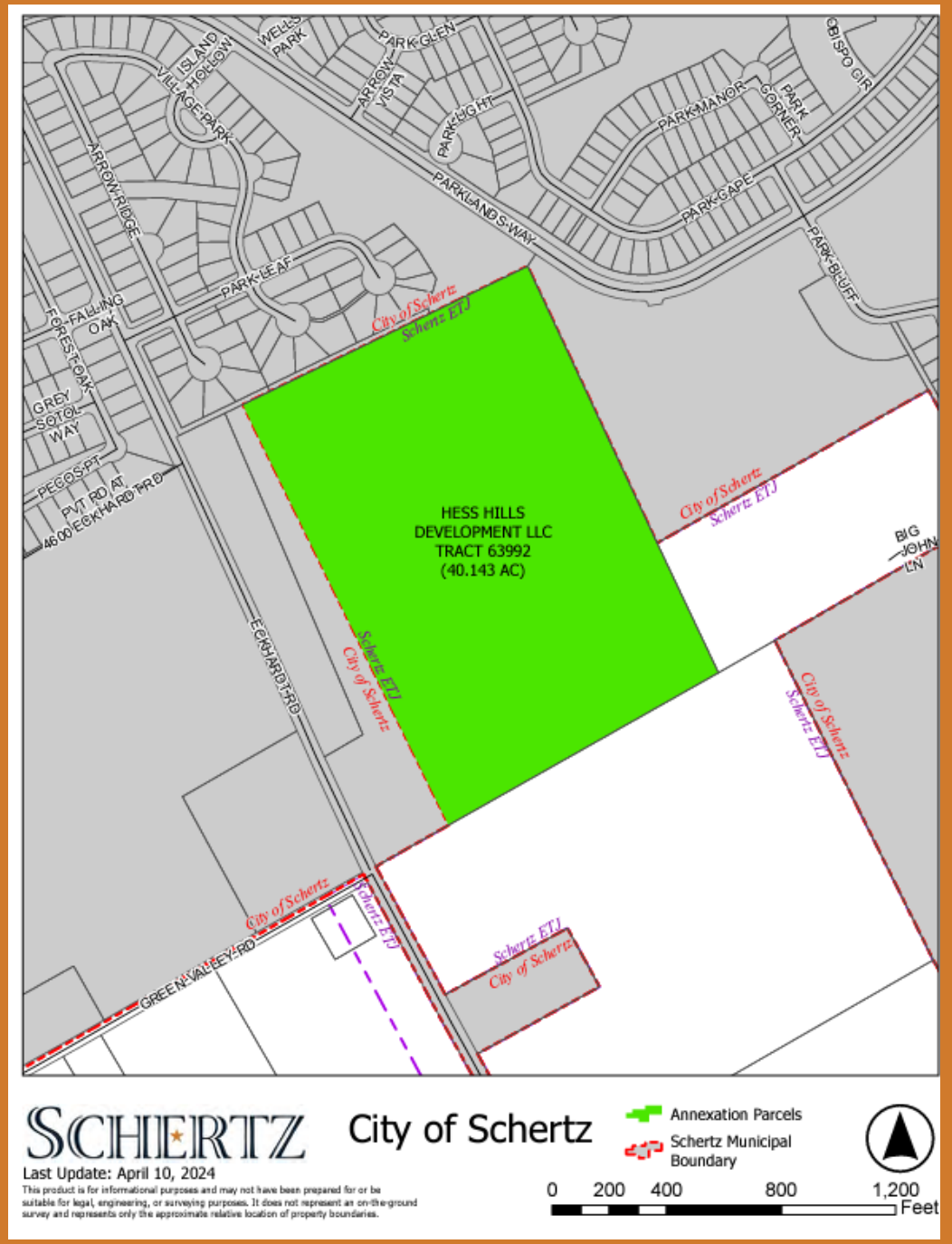
Comal County | Ordinance 24-A-51



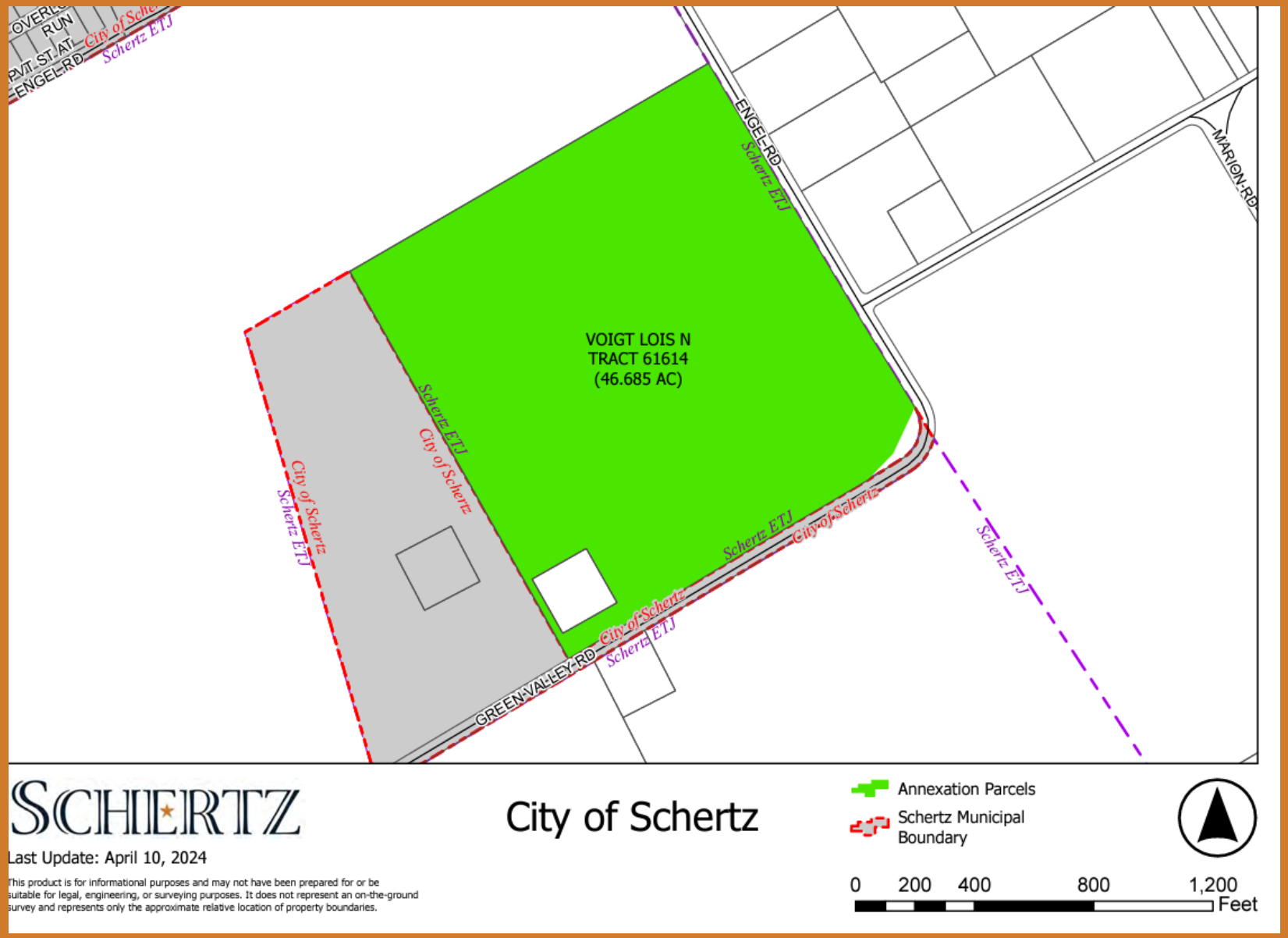
Guadalupe County

Ordinance 24-A-52 through Ordinance 24-A-65

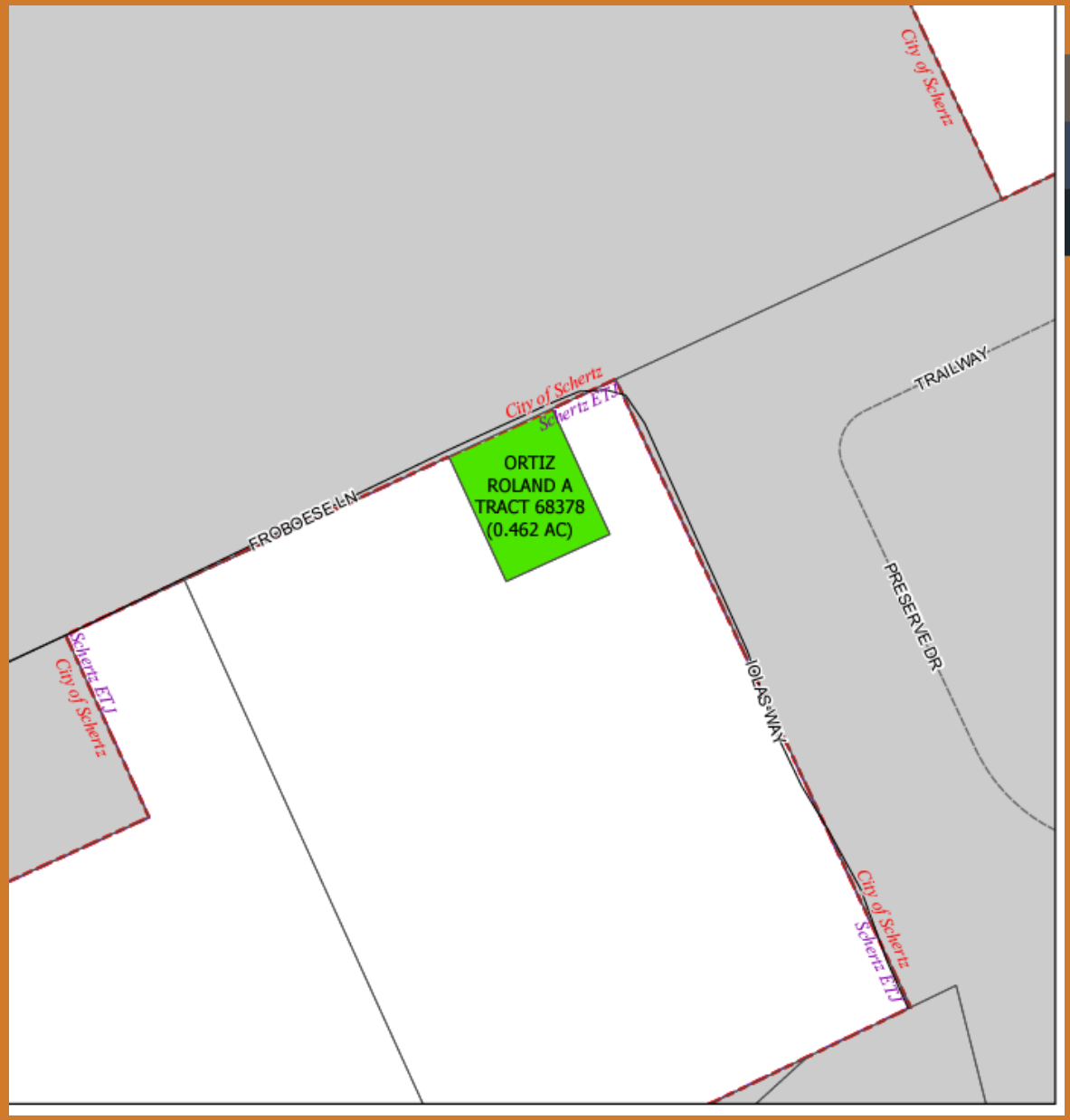
Guadalupe County | Ordinance 24-A-52



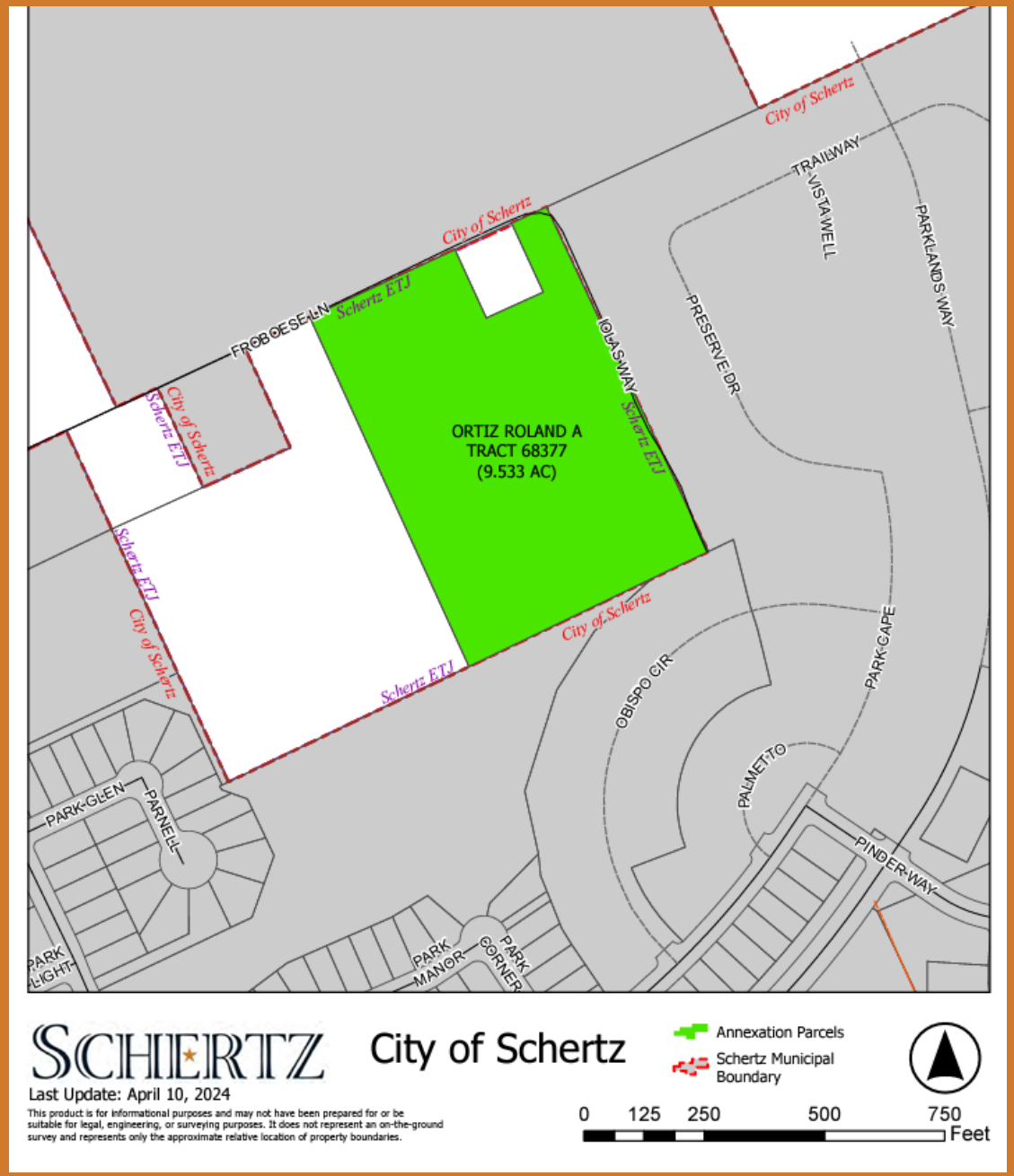
Guadalupe County | Ordinance 24-A-53



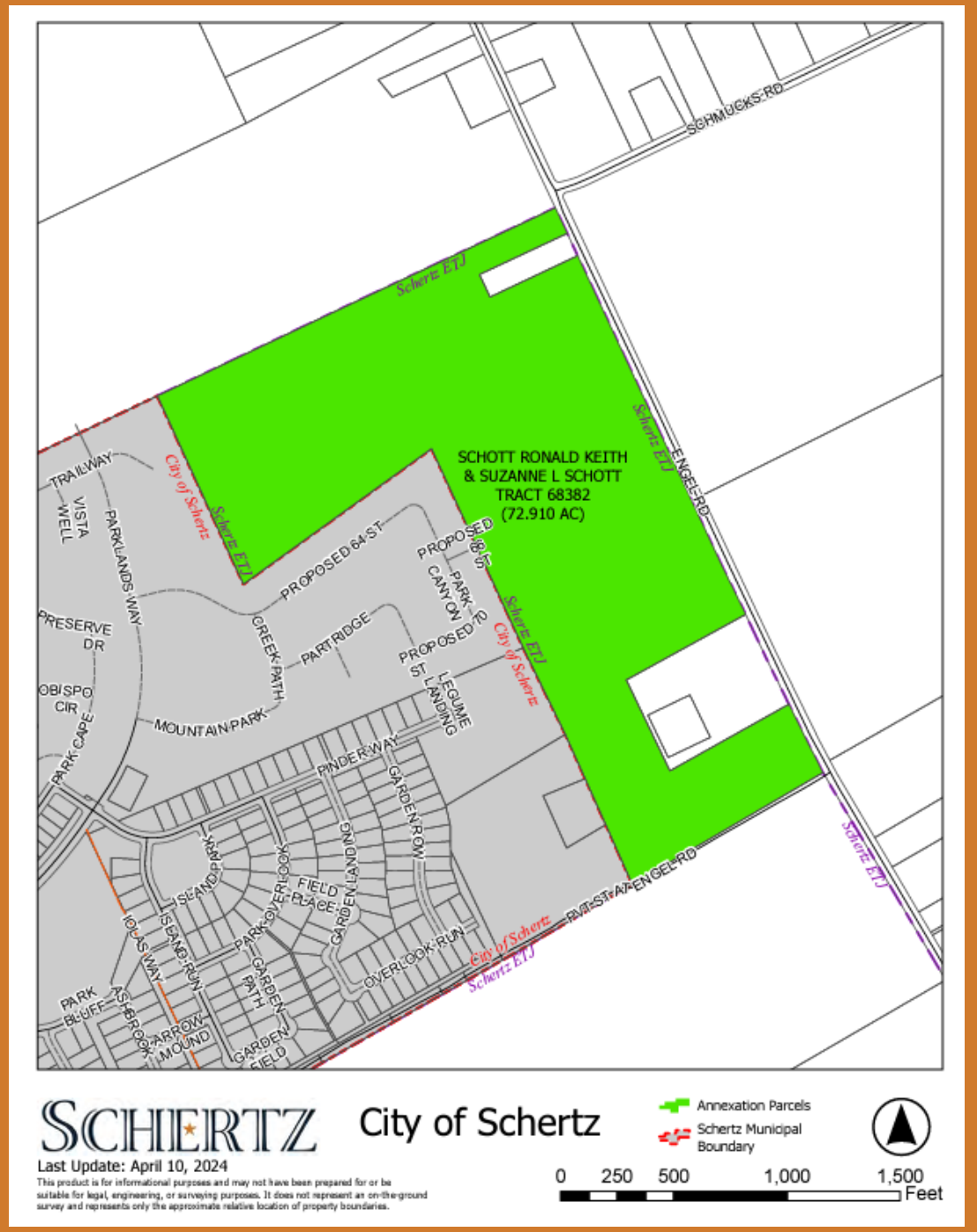
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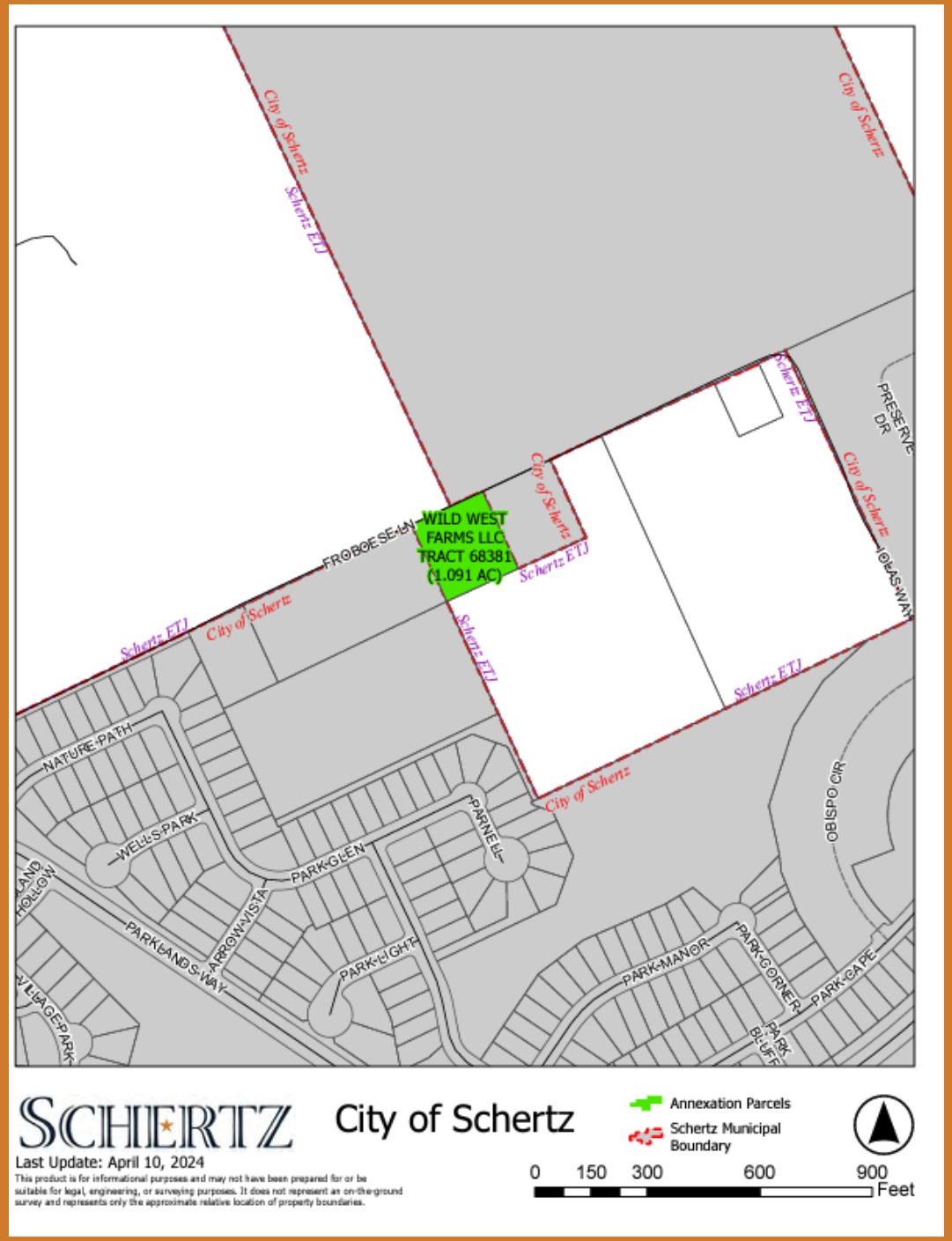
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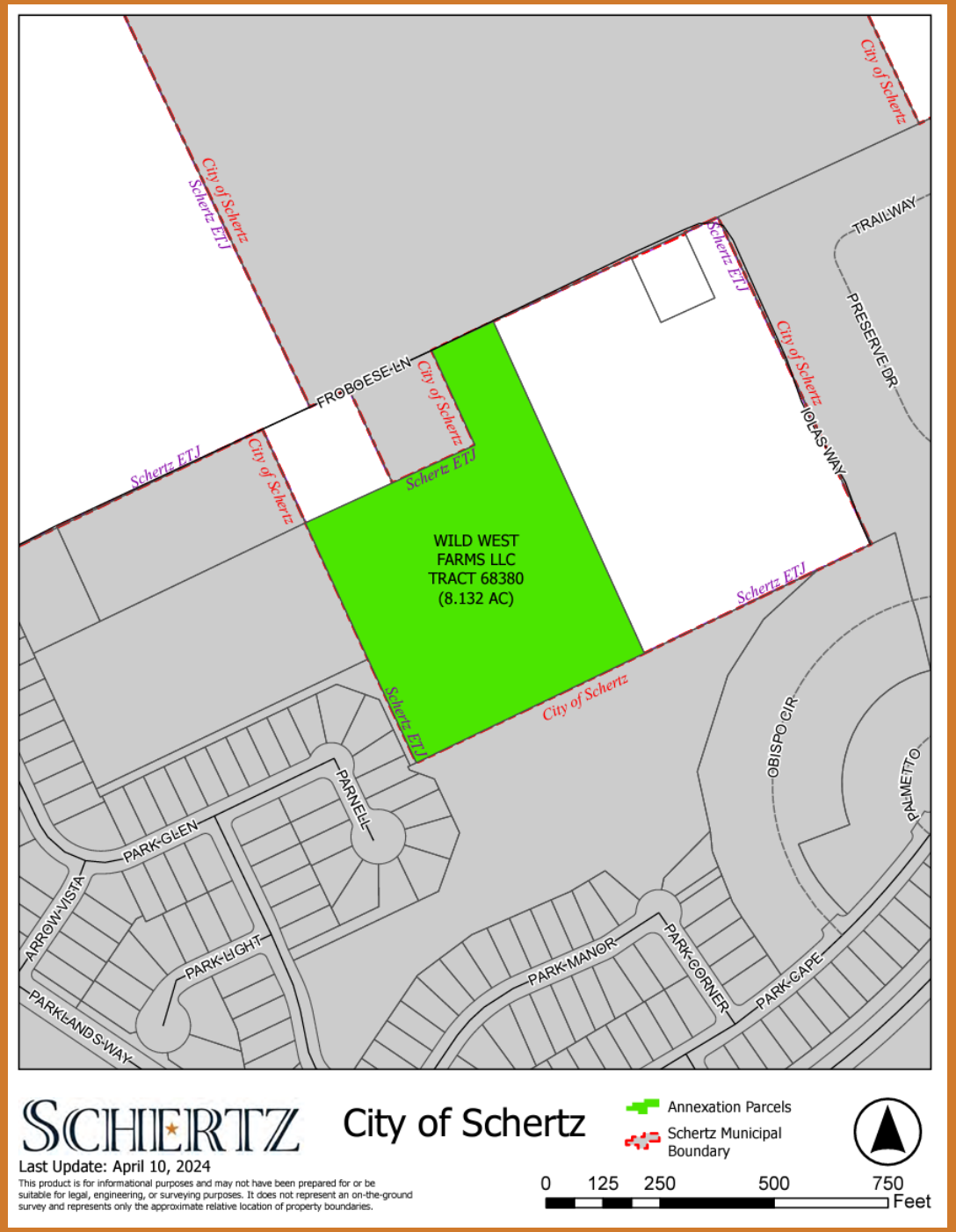
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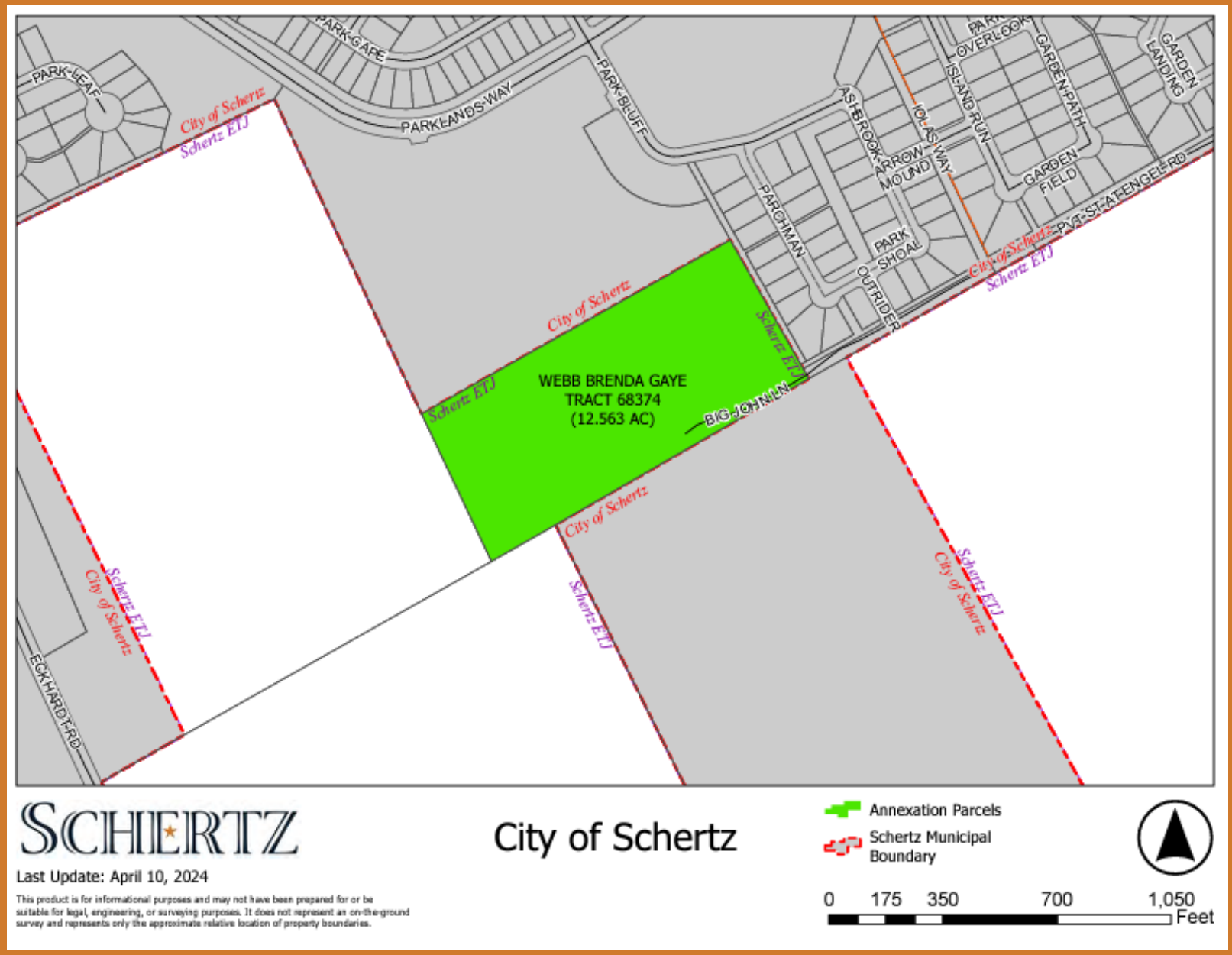
Guadalupe County | Ordinance 24-A-57



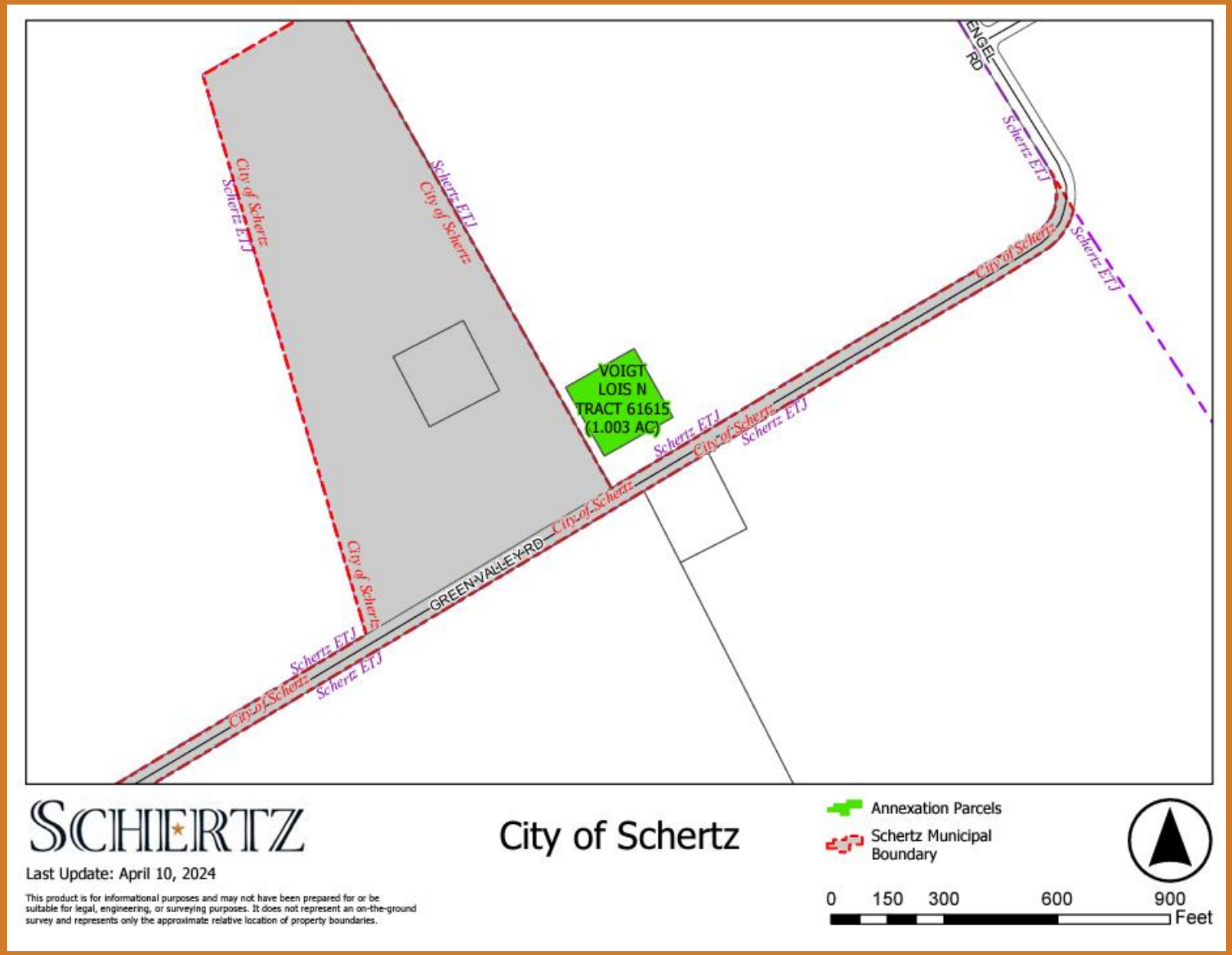
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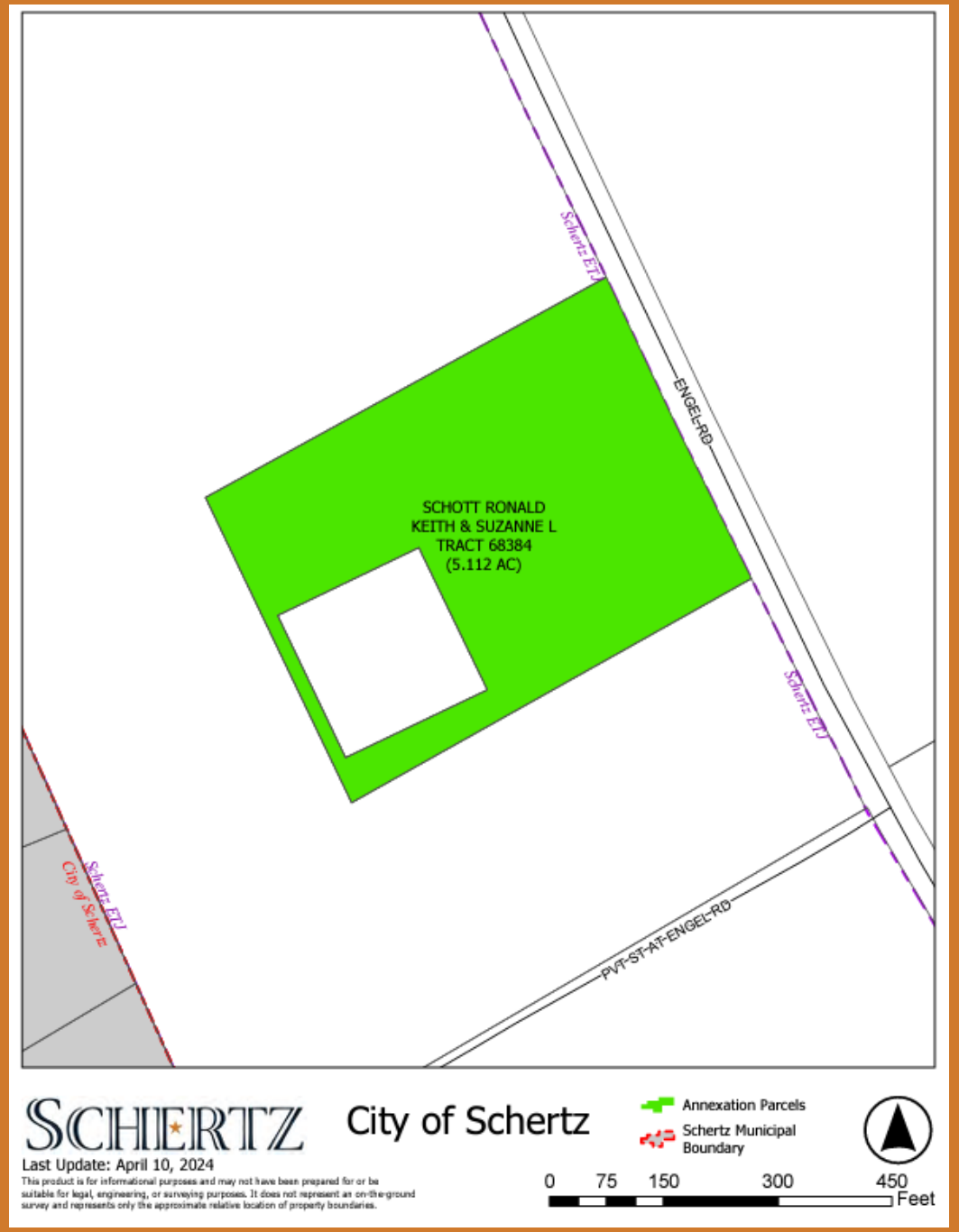
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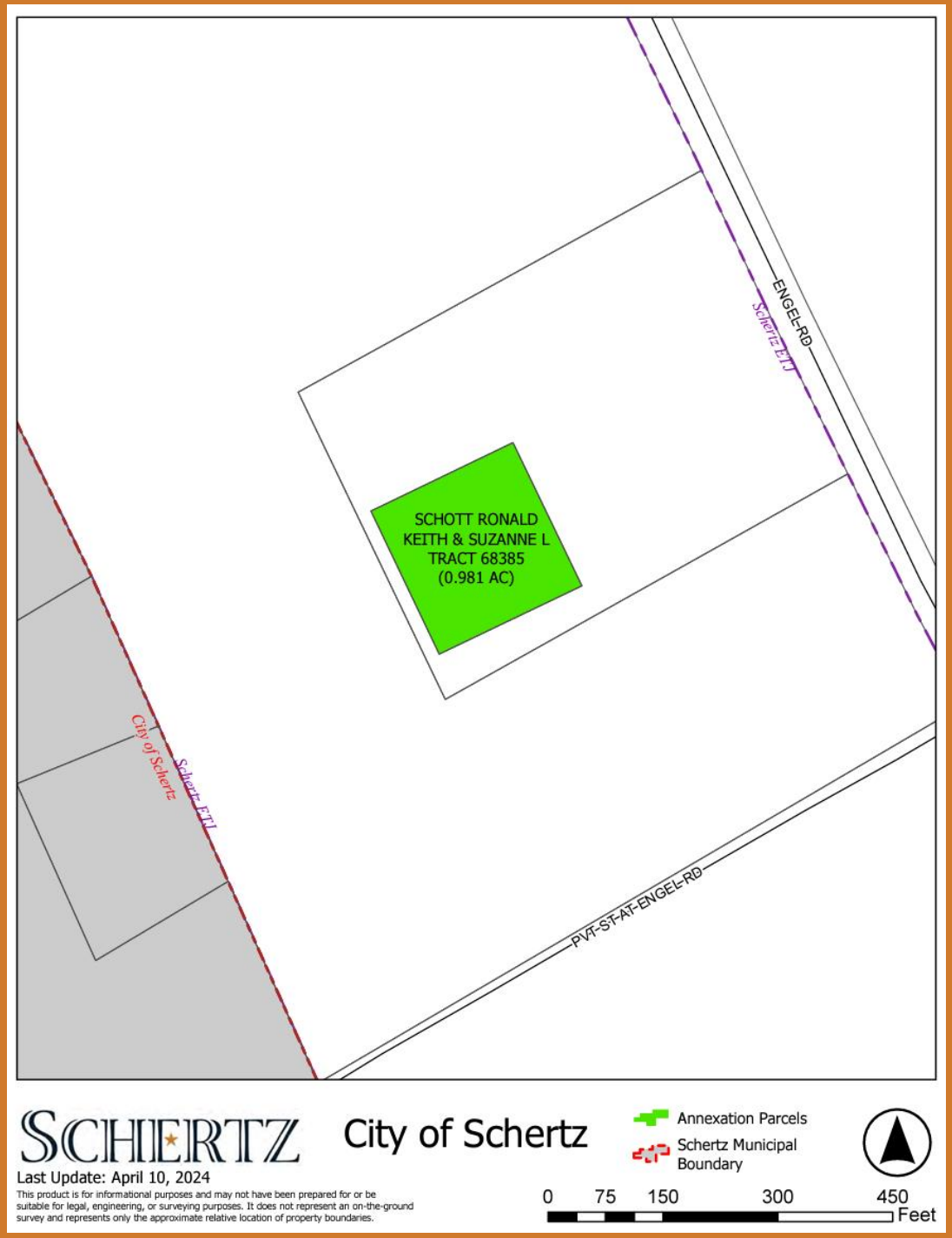
Guadalupe County | Ordinance 24-A-60



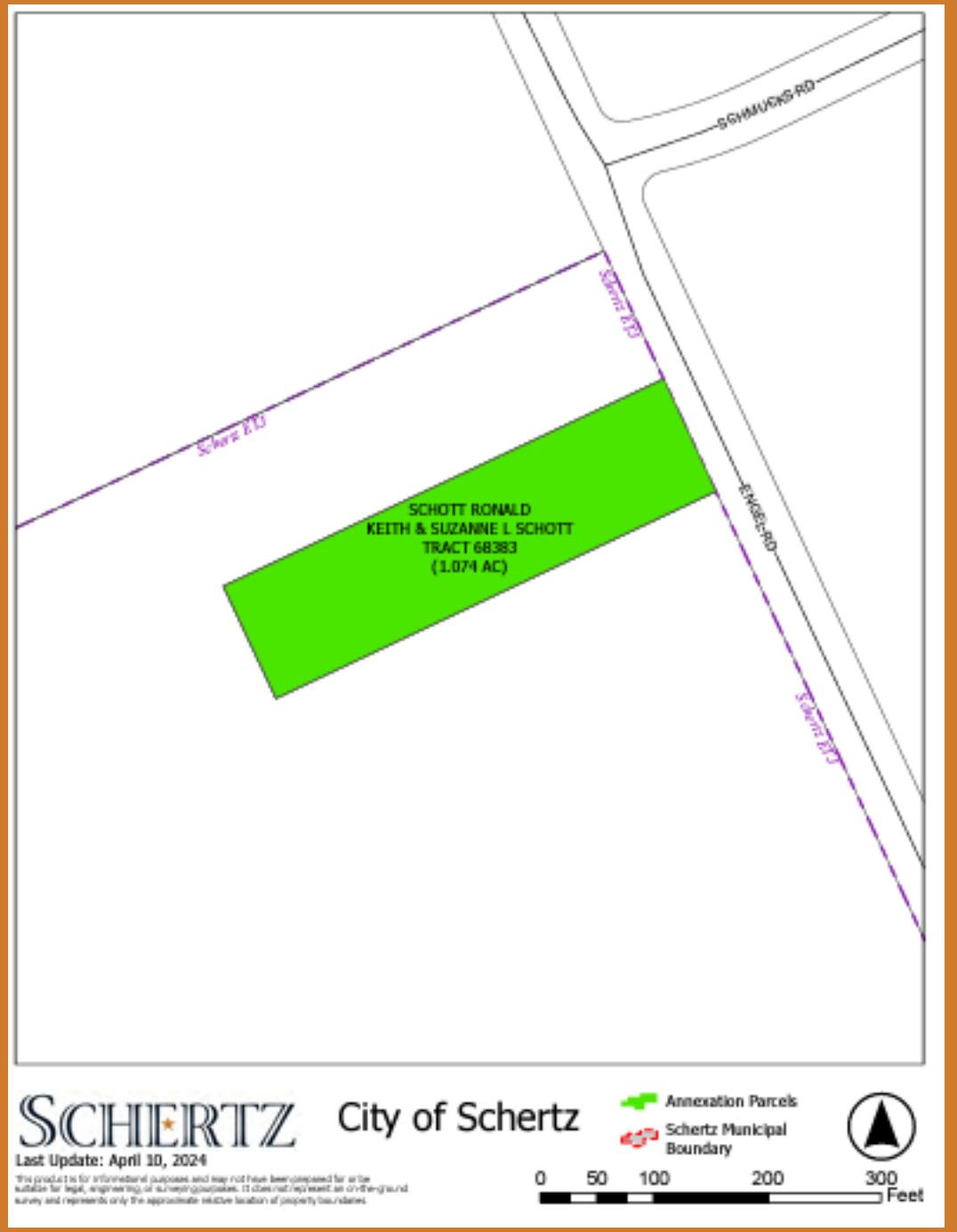
Guadalupe County | Ordinance 24-A-61



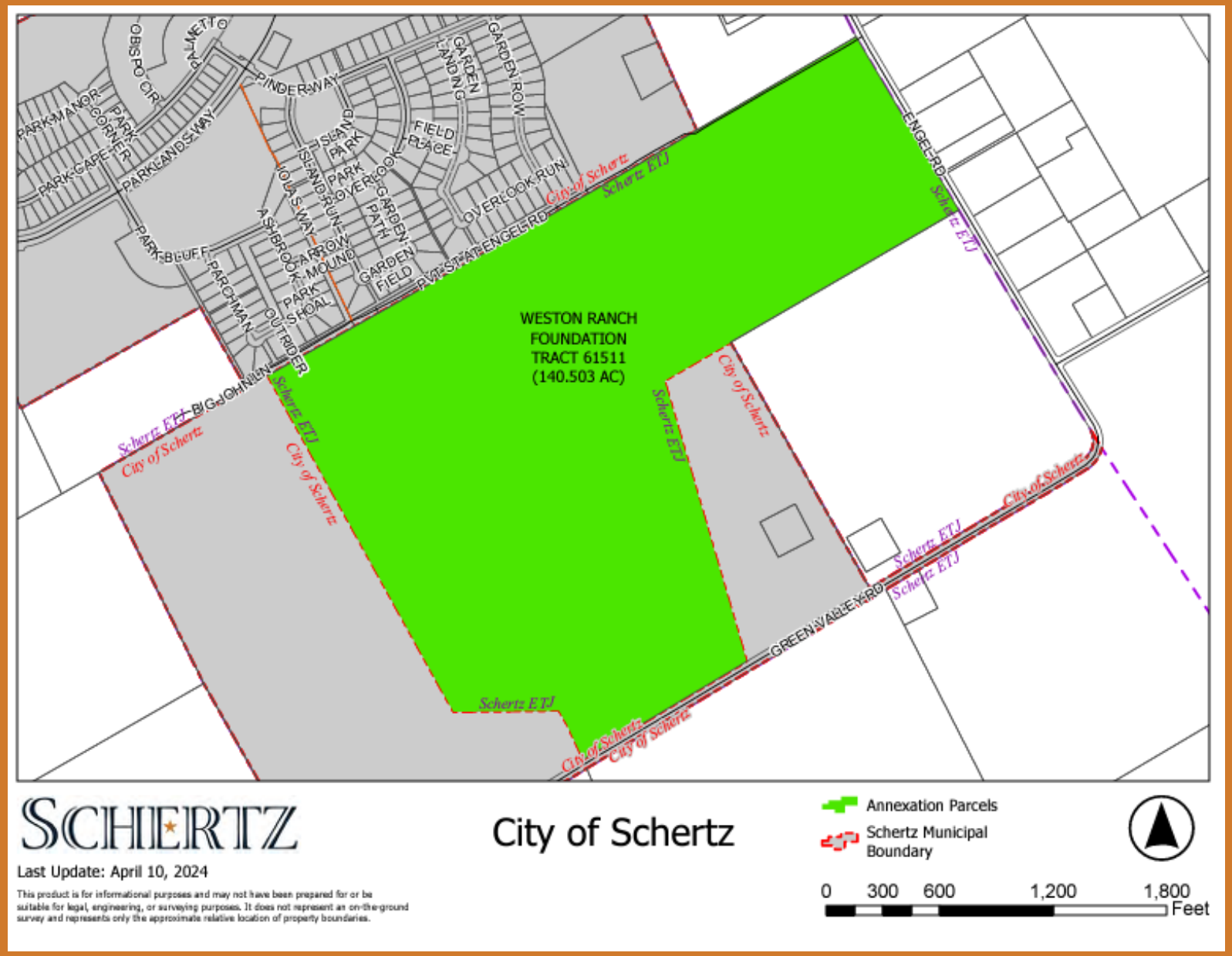
Guadalupe County | Ordinance 24-A-62



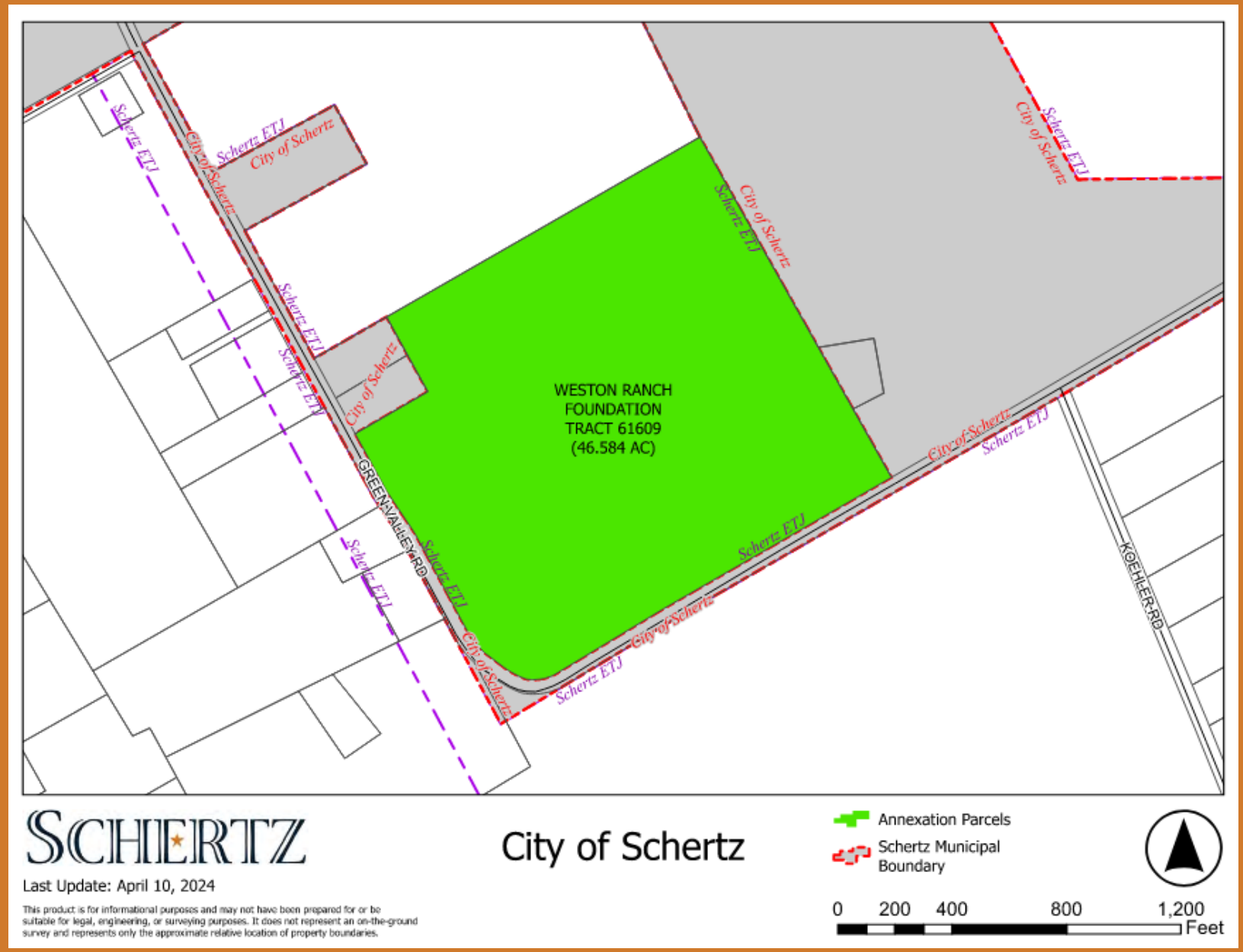
Guadalupe County | Ordinance 24-A-63

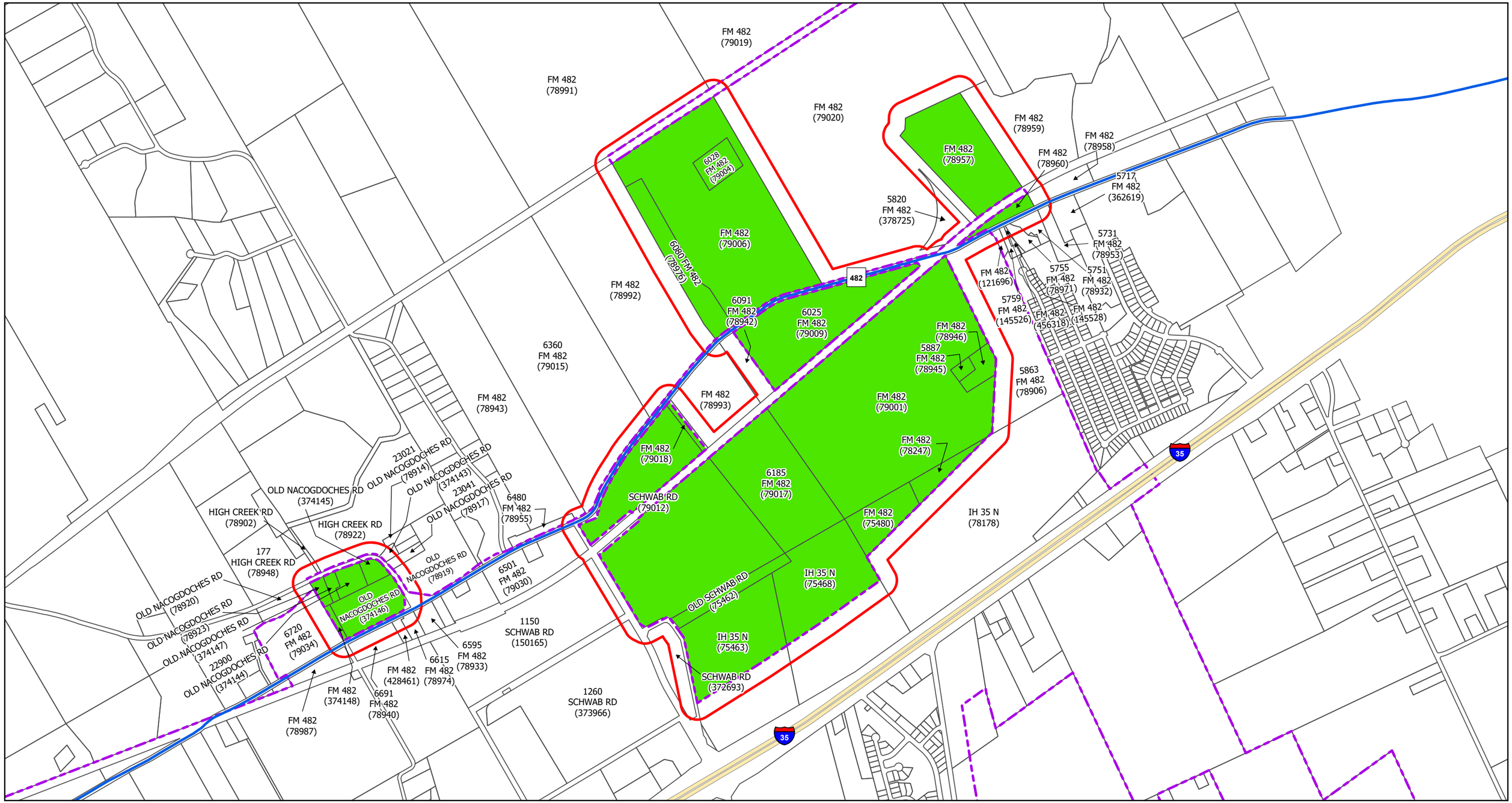


Guadalupe County | Ordinance 24-A-64



Guadalupe County | Ordinance 24-A-65





SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

Last update: April 3, 2024

City of Schertz, GIS Specialist: Bill Gardner, bgardner@schertz.com (210) 619-1185

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City of Schertz

2024 Annexations
Comal County
North of IH 35 N

200' Buffer
Municipal Boundary
Parcels
Annexation Parcels

N
W E
S

0 550 1,100 2,200 3,300 Feet



Key	Property ID	Address
1	168542	4741 PARKLANDS WAY
2	168463	4981 ECKHARDT RD
3	168453	5238 VILLAGE PARK
4	168454	5234 VILLAGE PARK
5	168455	5230 VILLAGE PARK
6	168456	5226 VILLAGE PARK
7	168457	5222 VILLAGE PARK
8	168458	5218 VILLAGE PARK
9	168459	5214 VILLAGE PARK
10	168508	4763 PARKLANDS WAY
11	168486	5205 NATURE PATH
12	168487	5209 NATURE PATH
13	168488	5213 NATURE PATH
14	168489	5217 NATURE PATH
15	168490	5221 NATURE PATH
16	168491	5225 NATURE PATH
17	168492	5229 NATURE PATH
18	168493	5233 NATURE PATH
19	168494	5237 NATURE PATH
20	168495	5241 NATURE PATH
21	168496	5245 NATURE PATH
22	168497	5249 NATURE PATH
23	168498	4801 PARK GLEN
24	168499	4805 PARK GLEN
25	168510	5210 NATURE PATH
26	168511	5216 NATURE PATH
27	168512	5222 NATURE PATH
28	168513	5226 NATURE PATH
29	168514	5230 NATURE PATH
30	168515	5234 NATURE PATH
31	168516	5238 NATURE PATH
32	168517	5242 NATURE PATH
33	185807	4877 PARK GLEN
34	185808	4881 PARK GLEN
35	185809	5150 PARNELL
36	192485	5146 PARNELL
37	185811	5142 PARNELL
38	185812	5138 PARNELL
39	185813	5134 PARNELL
40	185814	5130 PARNELL
41	185815	5126 PARNELL
42	185818	5135 PARNELL
43	185819	5139 PARNELL
44	185820	5143 PARNELL
45	185847	5154 PARNELL
46	168435	4651 ECKHARDT RD
47	168421	4905 ARROW RIDGE
48	168422	4901 ARROW RIDGE
49	168423	4904 ARROW RIDGE
50	168424	4908 ARROW RIDGE
51	168425	4912 ARROW RIDGE
52	185767	4915 VILLAGE PARK
53	185768	4911 VILLAGE PARK
54	185769	4907 VILLAGE PARK
55	185770	4903 VILLAGE PARK
56	185771	4902 VILLAGE PARK
57	185790	4906 VILLAGE PARK
58	185772	4908 VILLAGE PARK
59	185777	4842 PARK LEAF
60	185778	4846 PARK LEAF
61	185779	4850 PARK LEAF
62	185780	4851 PARK LEAF
63	185792	4847 PARK LEAF
64	185781	4843 PARK LEAF
65	185791	4855 PARK LEAF
66	168437	4846 PARKLANDS WAY
67	185872	4871 PARKLANDS WAY
68	185873	4874 PARK CAPE
69	185869	4878 PARK CAPE
70	185870	4882 PARK CAPE
71	185871	4886 PARK CAPE
72	185874	4890 PARK CAPE
73	185897	4900 PARK CAPE
74	185898	4904 PARK CAPE
75	193289	4187 ISLAND RUN
76	193290	5102 GARDEN FIELD
77	193304	5106 GARDEN FIELD
78	193291	5110 GARDEN FIELD
79	193292	5114 GARDEN FIELD
80	193293	5118 GARDEN FIELD
81	193294	5122 GARDEN FIELD
82	193295	5126 GARDEN FIELD
83	193296	4174 GARDEN PATH
84	193305	5208 PARK OVERLOOK

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

Last update: April 3, 2024

City of Schertz, GIS Specialist: Bill Gardner, bgardner@schertz.com (210) 619-1185

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City of Schertz

2024 Annexations
Guadalupe County &
Comal County South of IH 35 N

200' Buffer
Municipal Boundary
Parcels
Annexation Parcels

N
W E
S

0 550 1,100 2,200 3,300 Feet

Agenda No. 13.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**July 16, 2024**
Department:	**Executive Team**
Subject:	**Ordinance 24-A-49- Consider a request for voluntary annexation of approximately 29-acres, known as Comal County Property Identification Number 79009 Comal County, Texas. *Final Reading* (B.James/L.Wood/E.Delgado)**

BACKGROUND

The City Council conducted a public hearing on June 4, 2024 and unanimously approved Ordinance 24-A-49 on first reading. The City Council conducted a public hearing on July 2, 2024 and tabled the item.

Annexation of land into the City's corporate limits may be voluntary or involuntary. The Texas Local Government Code (LGC) provides requirements and outlines the annexation process based on the annexation type. The proposed annexations are voluntary based on the Delayed Annexation Development Agreements that were originally entered into in 2010 and 2011 and the extensions that were offered in 2020 and 2021 thus Chapter 43, Subchapter C-3 of the Texas Local Government Code applies. The City's Unified Development Code (UDC) Section 21.4.8 includes provisions for processing of voluntary annexation requests.

In 2010 and 2011 the City of Schertz entered into Delayed Annexation Development Agreements with property owners based on Texas Local Government Code Section 43.016. Per the agreements that were signed and executed specifically Section 5. Term; Annexation at End of Term stipulates that ten (10) years after the effective date of the agreement the property is to be annexed into the City of Schertz.

In 2020 and 2021 the City of Schertz City Council authorized the City Manager and Staff to offer Development Agreement Extensions based on the nationwide and statewide declaration of public health emergency in relation to COVID -19. In addition, to the Development Agreement Extensions would allow City staff to complete the Comprehensive Land Use Plan update which would be utilized when zoning the annexed properties. These extensions would provide the same rights as previously established in the original agreements but would delay the annexation of the properties to a later date. The prohibition on annexations would be in effect until January 1, 2024, at which time the City of Schertz would begin annexation proceedings and conclude them no later than December 31, 2024.

At this time, the first date identified in the agreement (January 1, 2024) has passed. Additionally, with the approval of Ordinance 24-S-06, the Comprehensive Land Use Plan has officially been adopted and can be utilized for zoning cases moving forward. Per the Development Agreement Extensions, City staff started the annexation and zoning process in accordance with the extensions in the fall of 2023. Resolution 24-R-41 approved by City Council on April 16, 2024 accepted petitions for voluntary annexation of 25 properties, approximately 507-acres within Comal County and 14 properties, approximately 387- acres within Guadalupe County. Ordinance 24-A-49, if approved, would annex Comal County Property Identification Number 79009, which was part of Resolution

24-R-41, into the City of Schertz.

The Planning and Zoning Commission held a public hearing for the associated zoning for the subject property on May 8, 2024. The Planning and Zoning Commission meeting can be viewed on the City's YouTube site.

A public hearing notice was published on May 24, 2024, in the "San Antonio Express" for Ordinance 24-A-49. A public hearing notice was mailed to Comal ISD on May 24, 2024. Additionally, a public hearing notice was posted on the City of Schertz website on May 23, 2024.

Although the original notice encompassed all of the Comal and Guadalupe County parcels proposed for annexations, it has been determined that it is more appropriate for City Council to take action on each individual parcel separately. Comal County Property Identification Number 79009 was included as part of the notice that was published in the San Antonio Express News and posted on the City of Schertz website.

Under Texas Local Government Code Section 43.057, Staff finds that surrounding any area, but not including such area within the City limits through this annexation, is in the public's interest.

GOAL

To continue the voluntary annexation process in accordance with the Delayed Annexation Development Agreements and the Development Agreement Extensions.

COMMUNITY BENEFIT

Promote the safe, orderly, efficient development and ensure compliance with the City's vision of future growth.

SUMMARY OF RECOMMENDED ACTION

Staff recommends approval of Ordinance 24-A-49 for voluntary annexation of approximately 29-acres known as Comal County property identification number 79009.

FISCAL IMPACT

In accordance with Texas Local Government Code (LGC) Chapter 43, the City must provide services to the land on the effective date of the annexation. The subject properties have been proposed to be annexed into the City of Schertz since 2010 and 2011. The Development Agreement Extensions explicitly state that the properties will be annexed into the City of Schertz before December 31, 2024.

RECOMMENDATION

Approval of Ordinance 24-A-49.

The City Council conducted a public hearing on June 4, 2024 and unanimously approved Ordinance 24-A-49 on first reading. The City Council conducted a public hearing on July 2, 2024 and tabled the item.

Attachments

Ordinance 24-A-49 with attachments

Annexation Presentation
Annexation Map

ORDINANCE NO. 24-A-49

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS PROVIDING FOR THE EXTENSION OF THE BOUNDARY LINES OF THE CITY OF SCHERTZ, TEXAS BY THE ANNEXATION OF APPROXIMATELY 29-ACRES, KNOWN AS COMAL COUNTY PROPERTY IDENTIFICATION NUMBER 79009, COMAL COUNTY, TEXAS.

WHEREAS, the City Council of the City of Schertz (the "City") has determined that it should annex the territory described on Exhibit A attached hereto and made a part hereof (the "Annexed Land"); and

WHEREAS, the Annexed Land is located entirely within the extraterritorial jurisdiction of the City, is contiguous to the corporate boundaries of the City (or is deemed to be contiguous, pursuant to Section 43.016 of the Texas Local Government Code, as amended), and may be annexed pursuant to Chapter 43 of the Texas Local Government Code, as amended; and

WHEREAS, Texas Local Government Code Section 43.0671 authorizes the City of Schertz to extend its City limit boundaries through the voluntary annexation of area adjacent to those boundaries upon petition of a landowner; and

WHEREAS, a public hearing notice was published in the San Antonio Express News on May 24, 2024 for the hearing on June 4, 2024; and

WHEREAS, on April 16, 2024 the City Council considered the request for voluntary annexation, and adopted Resolution 24-R-41 accepting a petition for voluntary annexation; and

WHEREAS, the City Council finds that surrounding any area, but not including such area within the City limits, through this annexation is in the public's interest pursuant to Texas Local Government Code section 43.057; and

WHEREAS, the City Council finds that the Annexed Land is suitable, and it is in the best interest of the City and the citizens and inhabitants thereof that the Annexed Land be annexed to and made a part of the City.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

Section 1. The City hereby annexes the Land described in Exhibit A.

Section 2. The Annexed Land shall be included within the City's corporate limits effective on the effective date of this Ordinance, and all taxable property in the Annexed Land shall hereafter bear its pro rata part of the taxes levied by the City, subject to allowable exemptions.

Section 3. The land and territory more particularly described as that portion of the tract of land described in Exhibit A, attached hereto and incorporated herein by reference shall be part of the City of Schertz, Texas and inhabitants thereof shall be entitled to all of the rights and privileges as citizens and shall be bound by the acts, ordinances, resolutions, and regulations of the City of Schertz, Texas.

Section 4. A service plan outlining the provisions of necessary municipal service to the properties described in Exhibit A is hereby approved and the implementation of said plan is hereby authorized. Such plans are attached hereto and incorporated herein as Exhibit B.

Section 5. The City manager is hereby authorized and directed to take appropriate action to have the official map of the City revised to reflect the additions to the City's Corporate Limits and the City Secretary is hereby authorized and directed to provide appropriate notice to the State of Texas and the County of Guadalupe of this annexation.

Section 6. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 7. All ordinances and codes, or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters resolved herein.

Section 8. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 9. If any provision of this Ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City hereby declares that this Ordinance would have been enacted without such invalid provision.

Section 10. It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 11. This Ordinance shall be effective upon the date of final adoption hereof and any publication required by law.

Section 12. This Ordinance shall be cumulative of all other ordinances of the City of Schertz, and this Ordinance shall not operate to repeal or affect any other ordinances of the City of Schertz except insofar as the provisions thereof might be inconsistent or in

conflict with the provisions of this Ordinance, in which event such conflicting provisions, if any, are hereby repealed.

PASSED ON FIRST READING, the _____day of _____ 2024.

PASSED, APPROVED and ADOPTED ON SECOND READING, the _____day of _____, 2024.

CITY OF SCHERTZ, TEXAS

_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheila Edmondson, City Secretary

Exhibit “A”: Property Depiction

Exhibit "A": Property Depiction



SCHERTZ

City of Schertz

Annexation Parcels

Schertz Municipal Boundary

Last Update: April 10, 2024

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

0 225 450 900 1,350 Feet

Exhibit “B”: Service Plan

SERVICE PLAN
CITY OF Schertz, TEXAS

SERVICE PLAN FOR ANNEXATION OF
Comal County, Property Id: 79009

Upon annexation of the area identified above and as identified on Exhibit A, the City of Schertz will provide City services utilizing methods by which it extends services to any other equivalent area of the City.

SERVICES PROVIDED BY THE EFFECTIVE DATE OF ANNEXATION

1. **Police Protection**

The City of Schertz, Texas and its Police Department will provide police protection to newly annexed areas at the same or similar level of service now being provided to other areas of the City with like topography, land use and population density as those found within the newly annexed areas. The Police Department will have the responsibility to respond to all dispatched calls for service or assistance within the newly annexed areas.

2. **Fire Protection and Emergency Medical Services**

The City of Schertz, Texas will provide fire protection to newly annexed areas at the same or similar level of service now being provided to other areas of the City, with like topography, land use and population density as those found within the newly annexed areas.

The City of Schertz, Texas will provide EMS services to newly annexed areas at the same or similar level of service now being provided to other areas of the City, with like topography, land use and population density as those found within the newly annexed areas.

3. **Maintenance of Water and Wastewater Facilities**

All water and wastewater facilities owned or maintained by the City of Schertz at the time of the proposed annexation shall continue to be maintained by the City of Schertz. All water and wastewater facilities which may be acquired subsequent to the annexation of the proposed areas shall be maintained by the City of Schertz to the extent of its ownership. The now existing water and wastewater mains at existing locations shall be available for the point of use extension based upon the City of Schertz standard extension policy now existing or as may be amended. Existing On-site sewerage systems may be maintained in accordance with the County's regulations.

4. **Solid Waste Collection**

Solid waste collection will be provided to citizens in the newly annexed areas at the same or similar level of service now being provided to other areas of the City with like topography, land use and density as those found within the newly annexed areas. The City may negotiate with annexed areas to allow continued services with an existing solid waste management provider. After the second anniversary of the annexation date, the City will impose fees and provide the service.

If areas with private roads and/or gates are arranged so that garbage may be collected without creating a safety hazard, the City, at its discretion, may collect the garbage provided proper indemnification is received from the community association or individual property owners. The City will then impose fees and provide the service. Garbage collection locations shall be subject to the approval of the Sanitation Manager. In the event the City does not collect garbage within the areas with private roads and/or gates, residents of these areas will not be billed for service after the two-year date.

5. **Maintenance of Roads and Streets**

Any and all public roads, streets or alleyways shall be maintained to the same degree and extent that other public roads, streets, and alleyways are maintained in areas of the City with like topography, land use and density as those found within the newly annexed areas. Private roads will remain under the ownership of the homeowners association and as such maintained by the association.

6. **Maintenance of Parks, Playgrounds, and Swimming Pools**

The City of Schertz, Texas is not aware of the existence of any publicly owned parks, playgrounds or swimming pools now located in the proposed areas of annexation. In the event any such parks, playgrounds, or swimming pools do exist and are public facilities, the City will maintain such areas and facilities to the extent and degree and to the same or similar level of service now being provided to other such areas and facilities within the corporate limits of the City with like topography, land use and density as those found within the newly annexed areas. Private facilities will remain under the ownership of the homeowners association and as such maintained by the association.

7. **Maintenance of any Publicly owned Facility, Building or Municipal Service**

The City of Schertz, Texas is not aware of the existence of any publicly owned facility, building, or other municipal service now located in the proposed areas of annexation. In the event any publicly owned facility, building, or other municipal service does exist and are public facilities, the City will maintain such areas and facilities to the extent and degree and to the same or similar level of service now being provided to other such areas and facilities within the corporate limits of the City with like topography, land use and density as those found within the newly annexed areas.

8. **Other Services**

The City of Schertz, Texas finds and determines that such services as planning, code enforcement, animal control, library, parks and recreation, court and general administration will be made available after the effective date of annexation at the same or similar level of service now being provided to other areas of the City with similar topography, land use and density as those found within the newly annexed areas.

CONSTRUCTION OF ANY CAPITAL IMPROVEMENTS TO BE COMPLETED WITHIN 2 ½ YEARS

1. **Police and Fire Protection and Solid Waste Collection**

The City of Schertz, Texas, finds and determines it is not necessary to acquire or construct any capital improvements within 2 ½ years of the effective date of the annexation of the particular annexed areas for the purpose of providing police protection, fire protection, emergency medical services or solid waste collection. The City finds and determines that it has at the present time adequate facilities and other resources to provide the same type, kind and level of service and protection which is presently being administered to other areas already incorporated in the City of Schertz, Texas with like topography, land use and population density as those found within the newly annexed areas.

2. **Water and Wastewater Facilities**

For the next 2 ½ years, the City of Schertz, Texas finds and determines that there is water and wastewater services available to the annexed areas pursuant to the City of Schertz extension policies.

3. **Roads and Streets**

The City of Schertz, Texas, finds and determines it is not necessary to acquire or construct any capital improvements within 2 ½ years of the effective date of the annexation of the particular annexed areas.

4. **Maintenance of Parks, Playgrounds, and Swimming Pools and Any Other Publicly Owned Facility, Building, or Service**

The City of Schertz, Texas, finds and determines it is not necessary to acquire or construct any capital improvements within 2 ½ years of the effective date of the annexation of the particular annexed areas for the purpose of parks maintenance, playgrounds, swimming pools and other publicly owned facility, building or service.

SPECIFIC FINDINGS

The City of Schertz, Texas, finds and determines that this proposed service plan will not provide any fewer services and will not provide a lower level of service in the areas being considered for annexation that were in existence in the proposed areas at the time immediately preceding the annexation process. Given the proposed annexation areas' topography, land utilization and population density, the service levels to be provided in the newly annexed areas will be equivalent to those provided to other areas of the City with similar characteristics.

TERMS

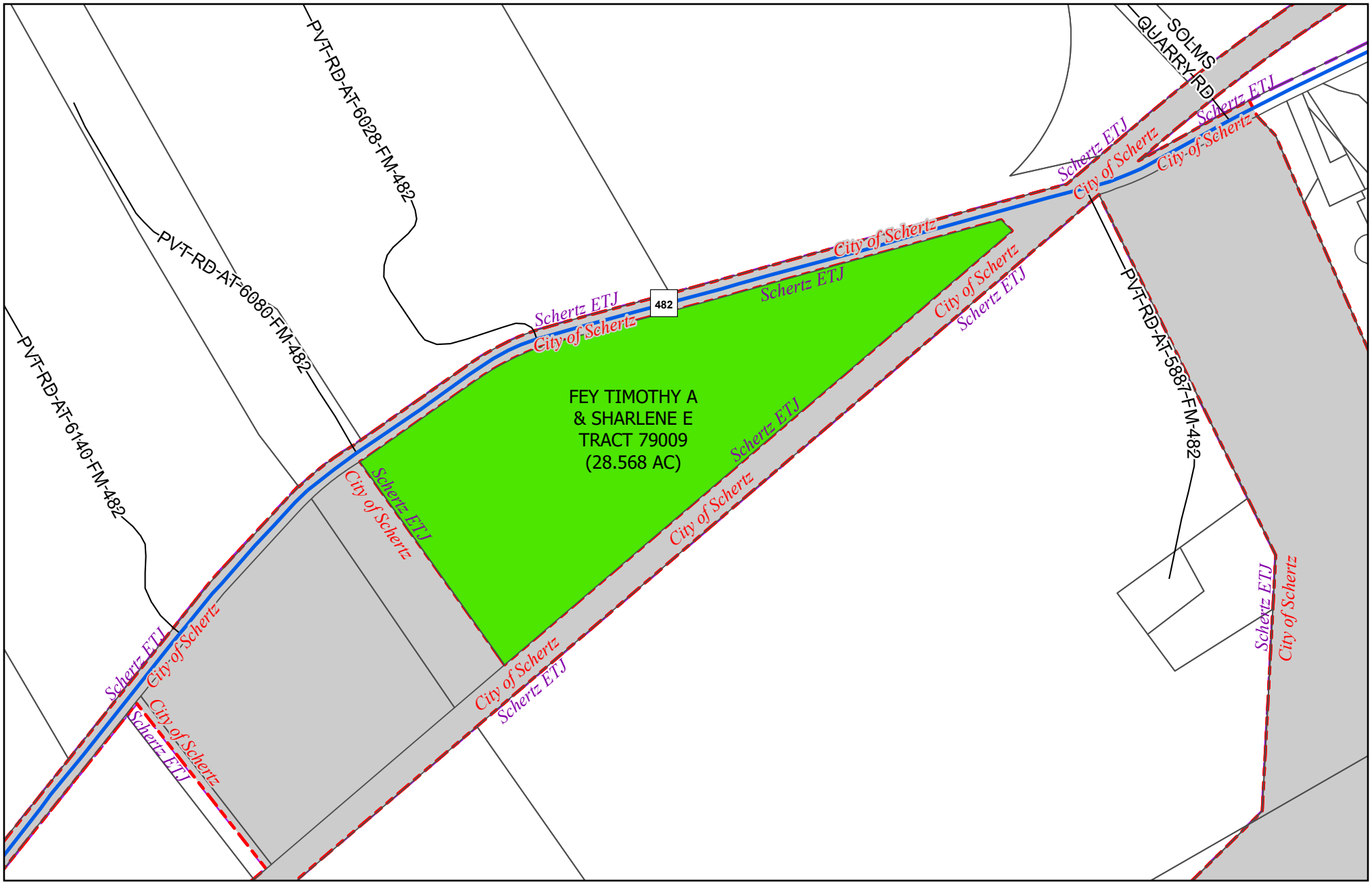
This plan shall be valid for a term of ten (10) years. Renewal of the Service Plan is at the discretion of the City of Schertz.

LEVEL OF SERVICE

Nothing in this plan shall require the City to provide a uniform level of full municipal services to each area of the City, including the annexed areas, if different characteristics of topography, land use, and population density are considered a sufficient basis for providing different levels of service.

AMENDMENTS

The plan shall not be amended unless public hearings are held in accordance with Chapter 43 of the Texas Local Government Code.



SCHERTZ

City of Schertz

Annexation Parcels

Schertz Municipal Boundary

Last Update: April 10, 2024

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

0 225 450 900 1,350 Feet

Annexations-

Comal County and Guadalupe County

EMILY DELGADO| PLANNING MANAGER

SCHERTZ
COMMUNITY. SERVICE. OPPORTUNITY.

Background

Annexation of land into the City's corporate limits may be voluntary or involuntary. The Texas Local Government Code (LGC) provides requirements and outlines the annexation process based on the annexation type. The proposed annexations are voluntary based on the Delayed Annexation Development Agreements that were originally entered into in 2010 and 2011 and the extensions that were offered in 2020 and 2021 thus Chapter 43, Subchapter C-3 of the Texas Local Government Code applies. The City's Unified Development Code (UDC) Section 21.4.8 includes provisions for processing of voluntary annexation requests.

In 2010 and 2011 the City of Schertz entered into Delayed Annexation Development Agreements with property owners based on Texas Local Government Code Section 43.016. Per the agreements that were signed and executed specifically Section 5. Term; Annexation at End of Term stipulates that ten (10) years after the effective date of the agreement the property is to be annexed into the City of Schertz.

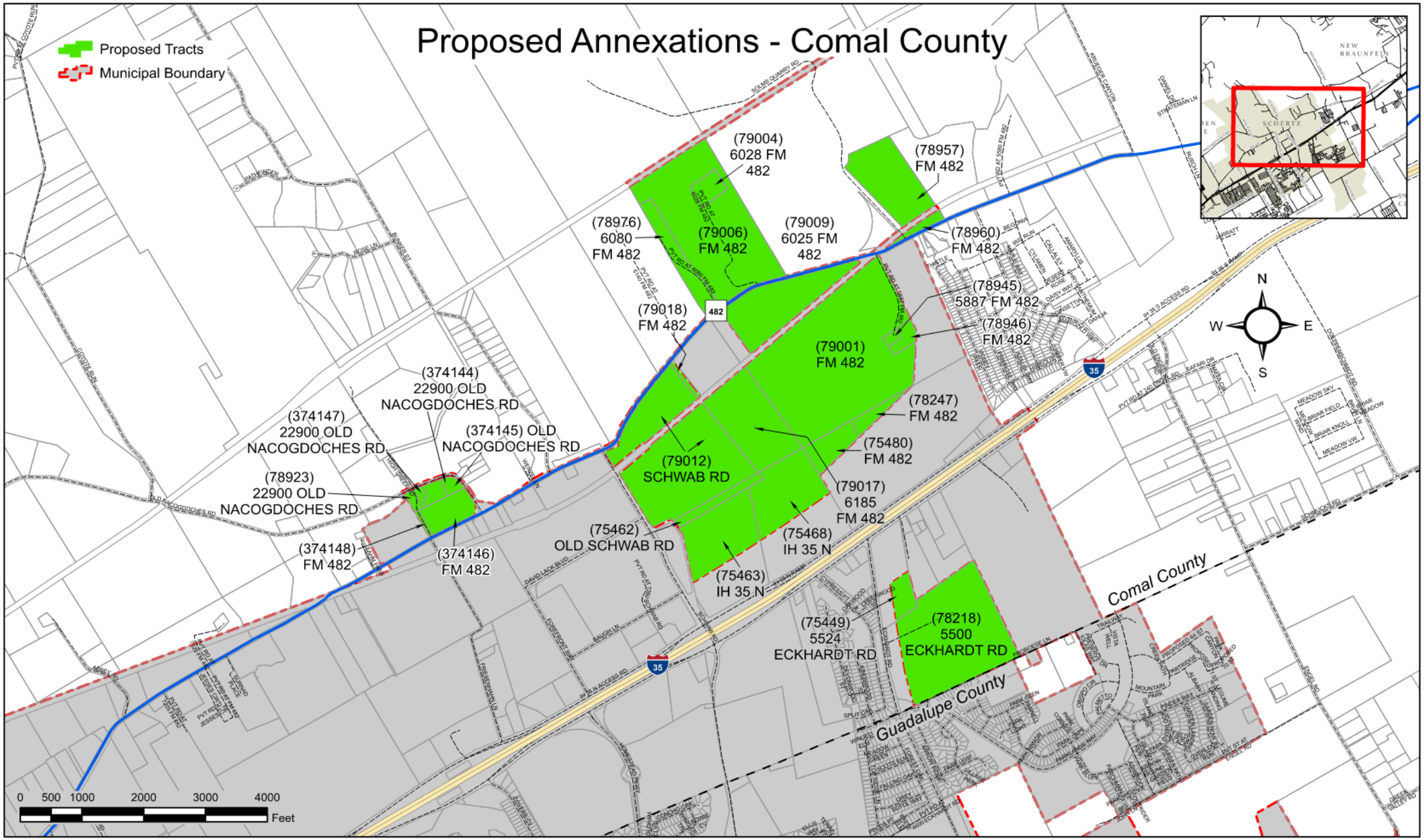
SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

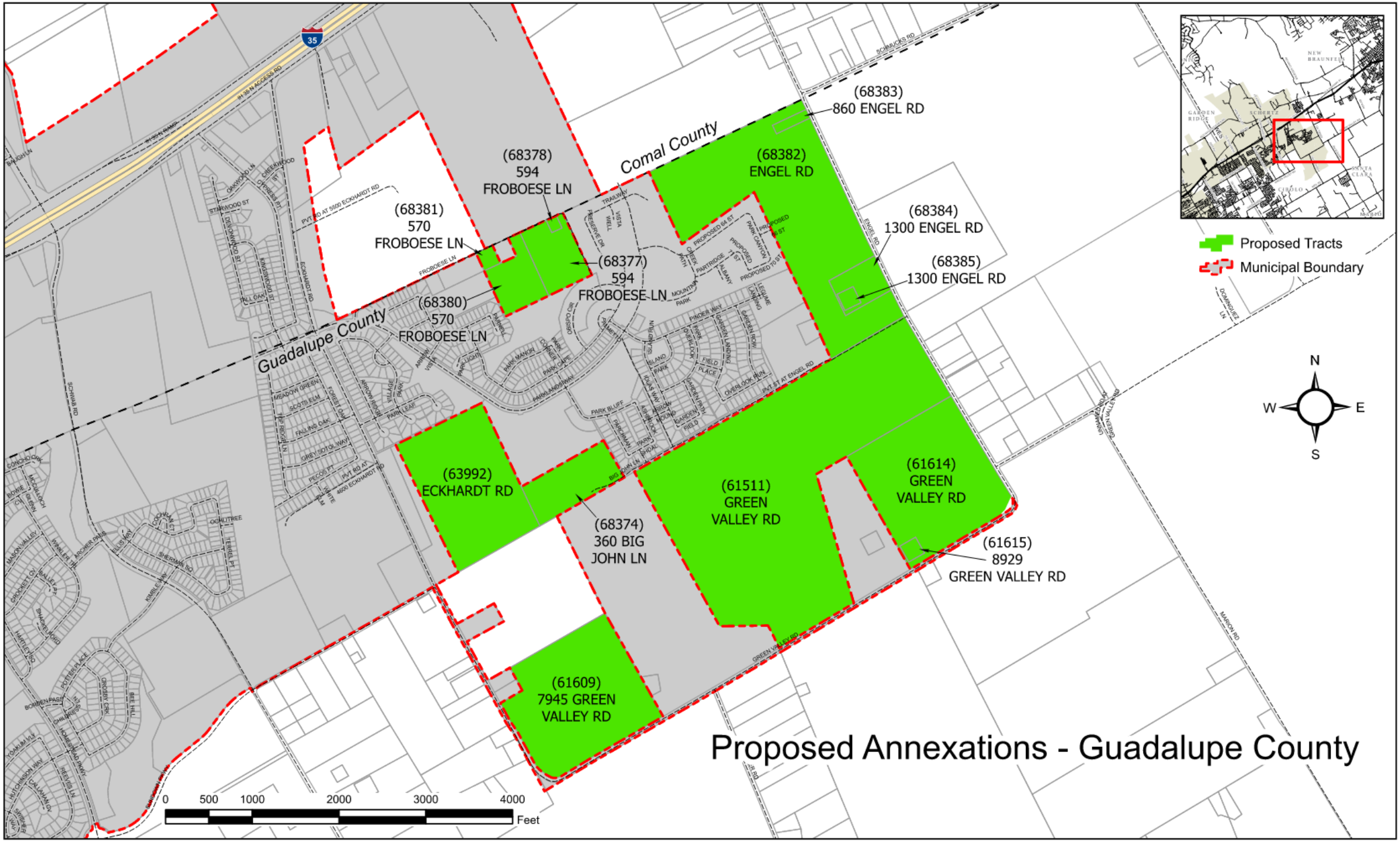
Background Continued

- In 2020 and 2021 the City of Schertz City Council authorized the City Manager and Staff to offer Development Agreement Extensions based on the nationwide and statewide declaration of public health emergency in relation to COVID -19. In addition, the Development Agreement Extensions would allow City staff to complete the Comprehensive Land Use Plan update which would be utilized when zoning the annexed properties. These extensions would provide the same rights as previously established in the original agreements but would delay the annexation of the properties to a later date. The prohibition on annexations would be in effect until January 1, 2024, at which time the City of Schertz would begin annexation proceedings and conclude them no later than December 31, 2024.
- At this time, the first date identified in the agreement (January 1, 2024) has passed. Additionally, with the approval of Ordinance 24-S-06, the Comprehensive Land Use Plan has officially been adopted and can be utilized for zoning cases moving forward. Per the Development Agreement Extensions, City staff started the annexation and zoning process in accordance with the extensions in the fall of 2023. Resolution 24-R-41 approved by City Council on April 16, 2024 accepted petitions for voluntary annexation of 25 properties, approximately 507-acres within Comal County and 14 properties, approximately 387- acres within Guadalupe County. The following Ordinances 24-A-27 through 24-A-65 if approved, would annex 25 properties within Comal County and 14 properties within Guadalupe County.
- The Planning and Zoning Commission held a public hearing for the associated zoning for the subject properties on May 8, 2024. The Planning and Zoning Commission meeting can be viewed on the City's YouTube site.

Background Continued

- A public hearing notice was published on May 24, 2024, in the "San Antonio Express" the annexation of properties in Comal and Guadalupe County. A public hearing notice was mailed to Comal ISD on May 24, 2024. Additionally, a public hearing notice was posted on the City of Schertz website on May 23, 2024.
- Although the original notice encompassed all of the Comal and Guadalupe County parcels proposed for annexations, it has been determined that it is more appropriate for City Council to take action on each individual parcel separately. This is why each individual parcel was listed separately on the City Council agenda and each will have its own public hearing and action.
- Under Texas Local Government Code Section 43.057, Staff finds that surrounding any area, but not including such area within the City limits through this annexation, is in the public's interest.


Proposed Annexations - Comal County
Proposed Tracts
Municipal Boundary
(79004)
6028 FM
482
(78957)
FM 482
(78976)
6080
FM 482
(79006)
FM 482
(79009)
6025 FM
482
(78960)
FM 482
(78945)
5887 FM 482
(78946)
FM 482
(79018)
FM 482
482
(79001)
FM 482
(374144)
22900 OLD
NACOGDOCHES RD
(374147)
22900 OLD
NACOGDOCHES RD
(374145) OLD
NACOGDOCHES RD
(78247)
FM 482
(79012)
SCHWAB RD
(75480)
FM 482
(78923)
22900 OLD
NACOGDOCHES RD
(79017)
6185
FM 482
(75462)
OLD SCHWAB RD
(75468)
IH 35 N
(374148)
FM 482
(374146)
FM 482
(75463)
IH 35 N
(75449)
5524
ECKHARDT RD
(78218)
5500
ECKHARDT RD
Comal County
Guadalupe County
N
W
E
S
35
0 500 1000 2000 3000 4000
Feet


(68383)
860 ENGEL RD
(68382)
ENGEL RD
(68384)
1300 ENGEL RD
(68385)
1300 ENGEL RD
(68378)
594
FROBOESE LN
(68381)
570
FROBOESE LN
(68377)
594
FROBOESE LN
(68380)
570
FROBOESE LN
Comal County
Guadalupe County
(63992)
ECKHARDT RD
(68374)
360 BIG
JOHN LN
(61511)
GREEN
VALLEY RD
(61614)
GREEN
VALLEY RD
(61615)
8929
GREEN VALLEY RD
(61609)
7945 GREEN
VALLEY RD
Proposed Tracts
Municipal Boundary
N
W
E
S
0
500
1000
2000
3000
4000
Feet
Proposed Annexations - Guadalupe County

Recommendation

Staff recommends approval of Ordinance 24-A-27 through Ordinance 24-A-65, for voluntary annexation of approximately 529-acres within Comal County and approximately 477- acres within Guadalupe County.

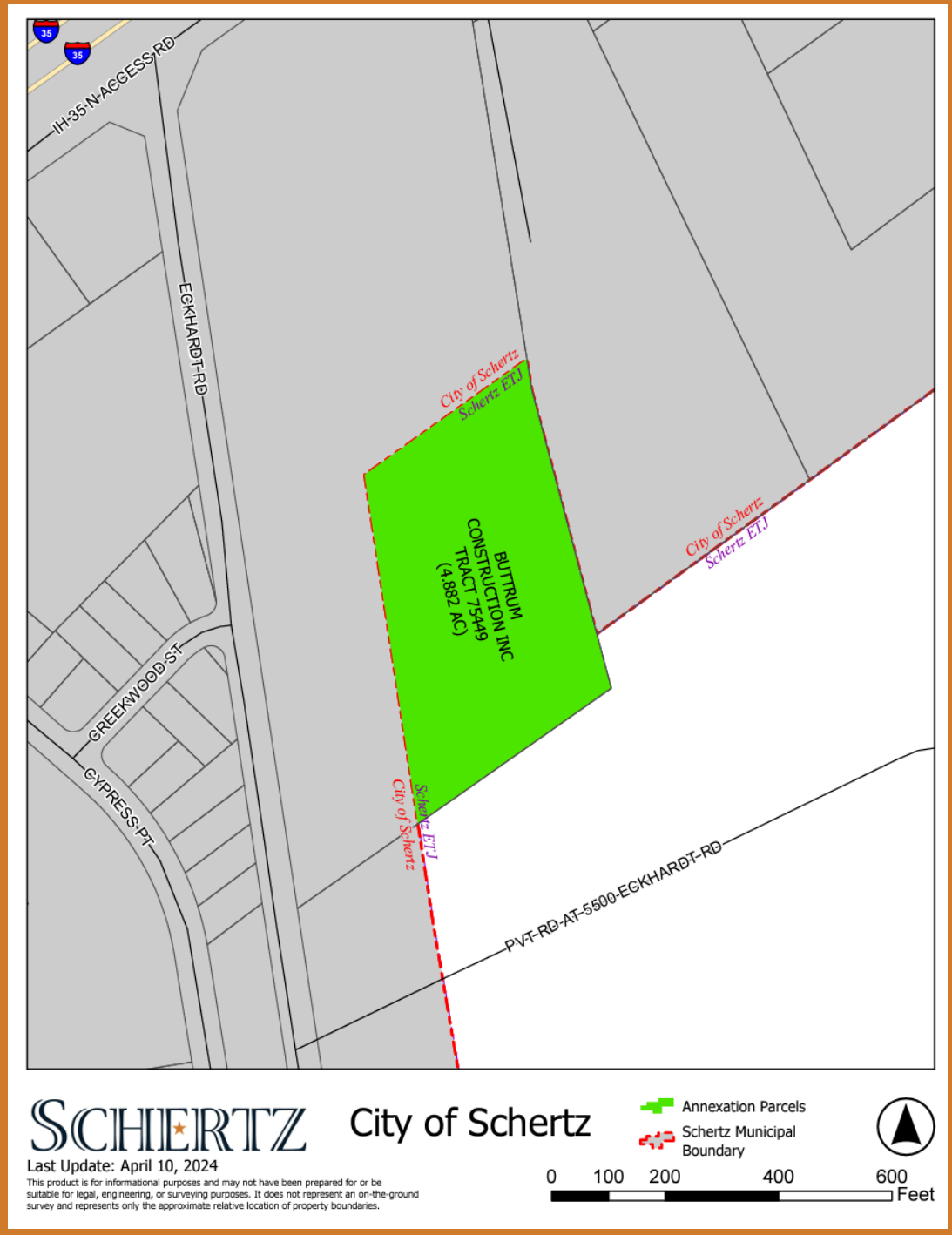
City Council

- City Council conducted individual public hearings on Ordinances 24-A-27 through Ordinance 24-A-65 on June 4, 2024.
- City Council unanimously approved each ordinance, Ordinances 24-A-27 through 24-A-65, at the June 4, 2024 City Council meeting, which can be viewed on YouTube.

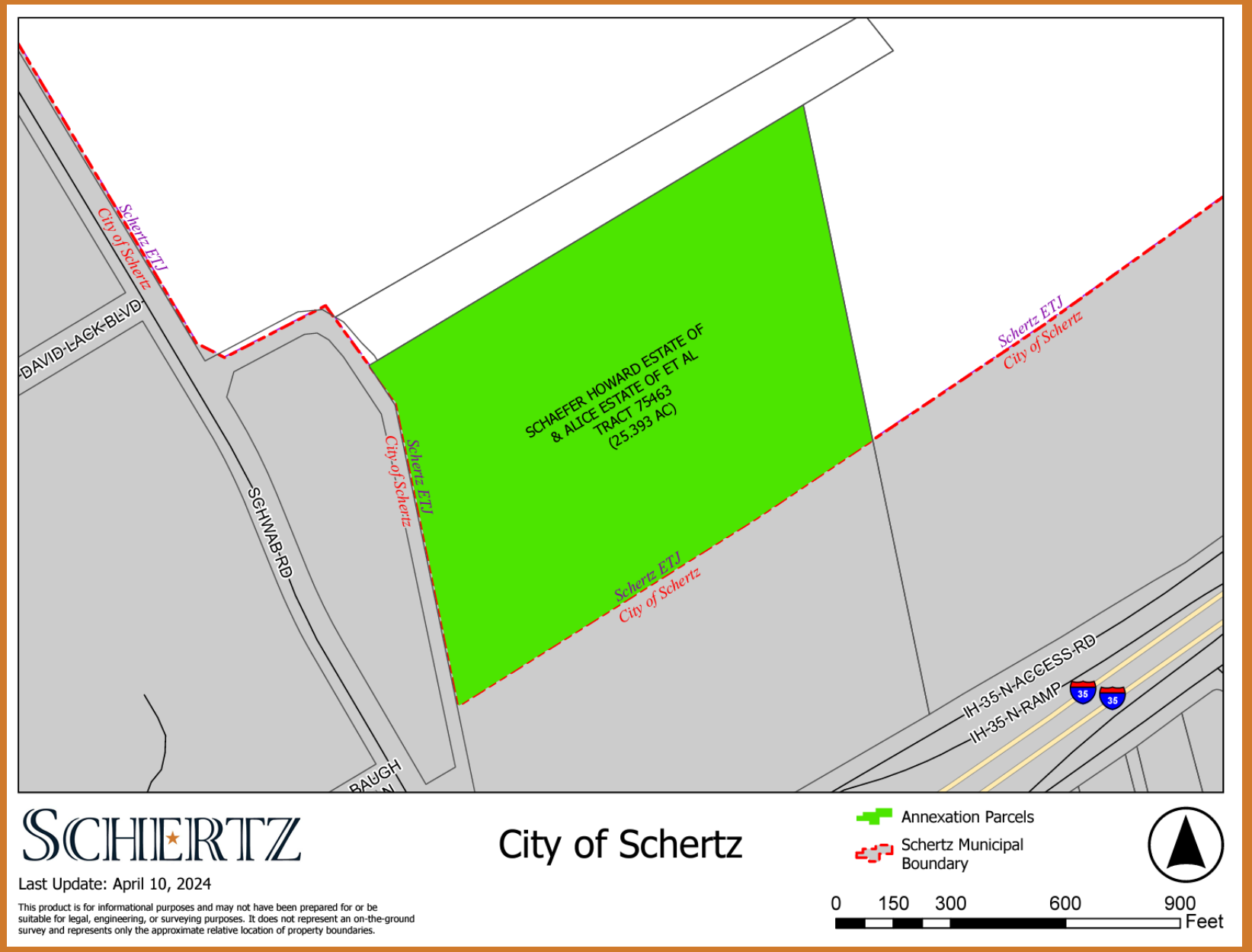
COMMENTS AND QUESTIONS

SCHERTZ
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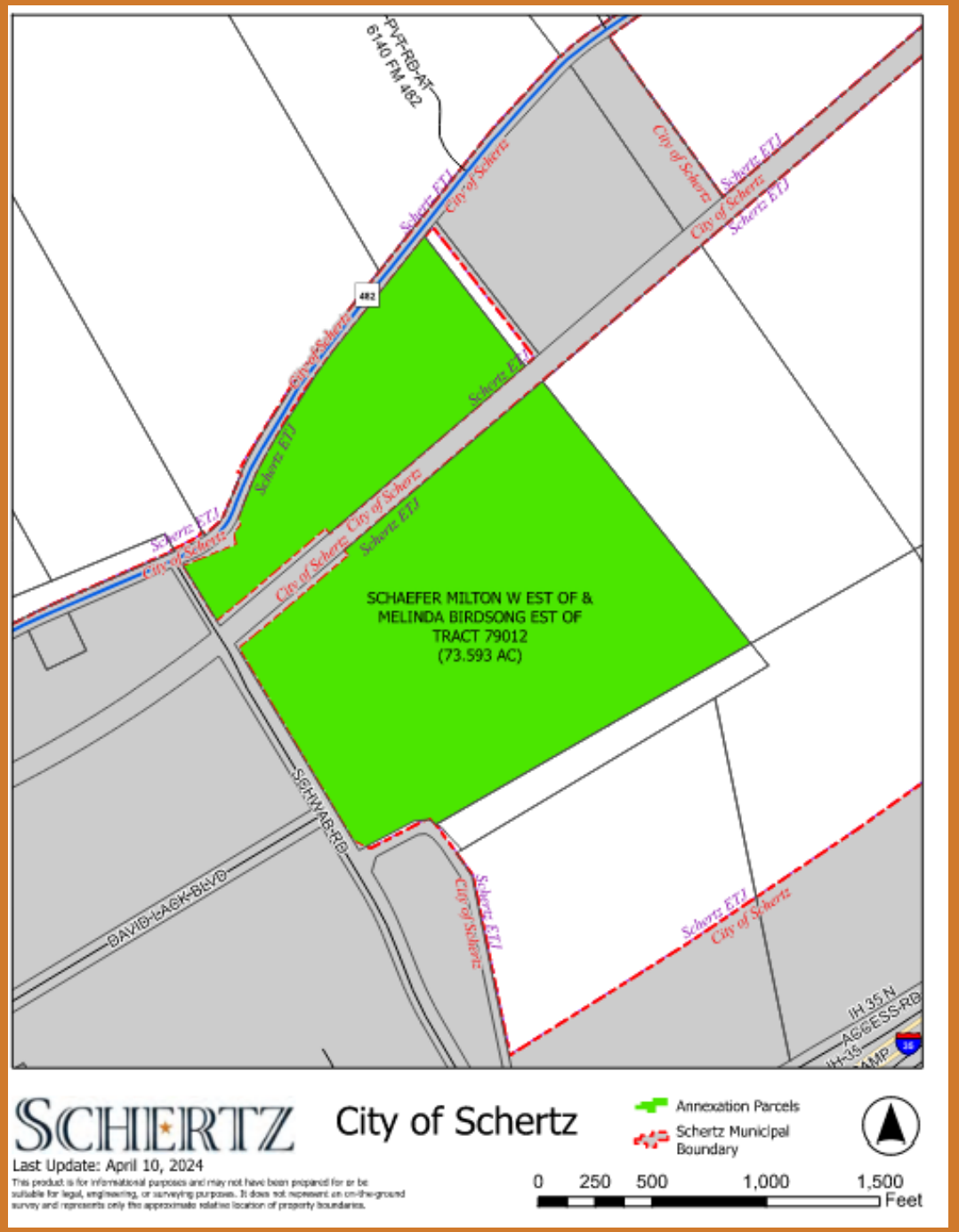
Comal County | Ordinance 24-A-27



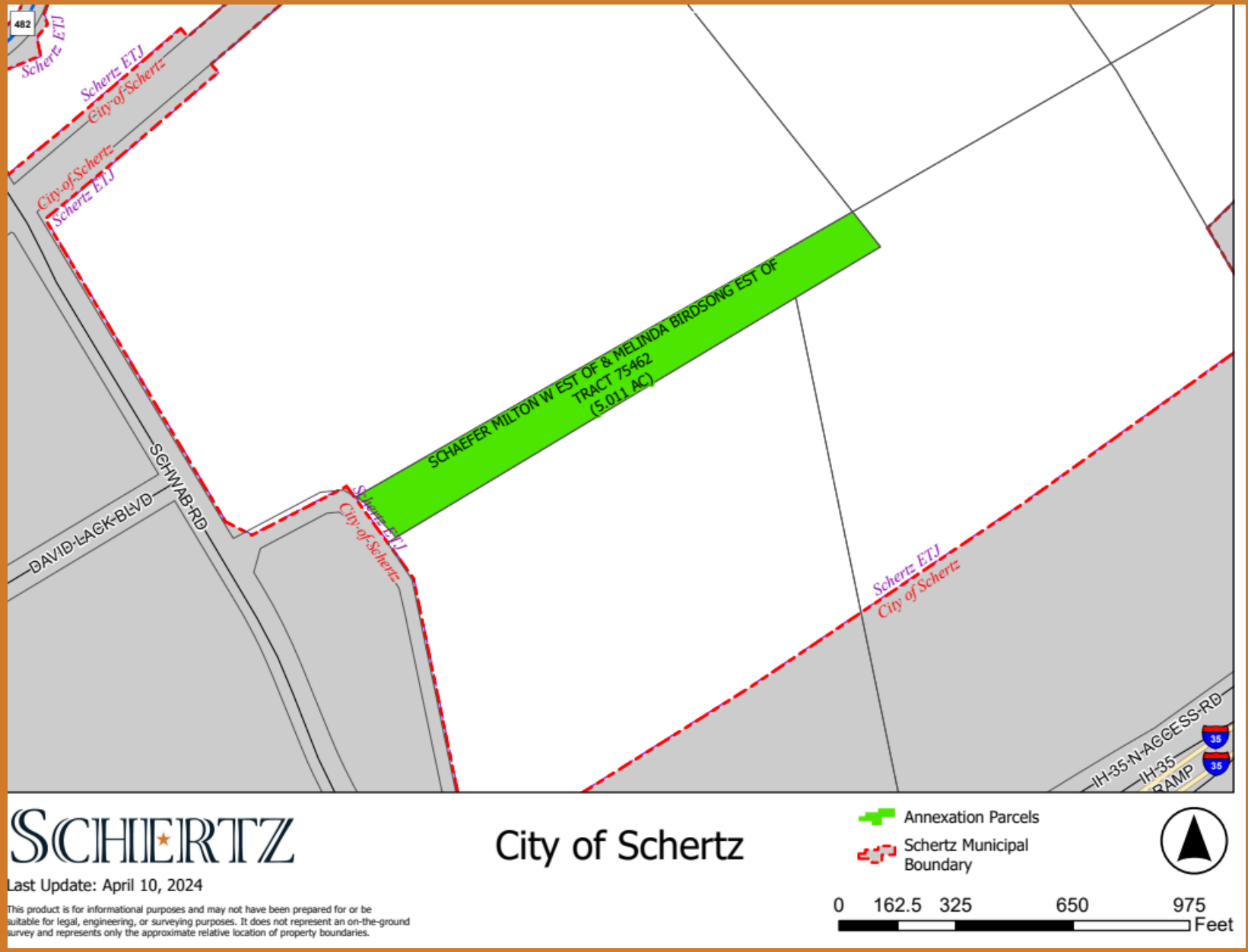
Comal County | Ordinance 24-A-28



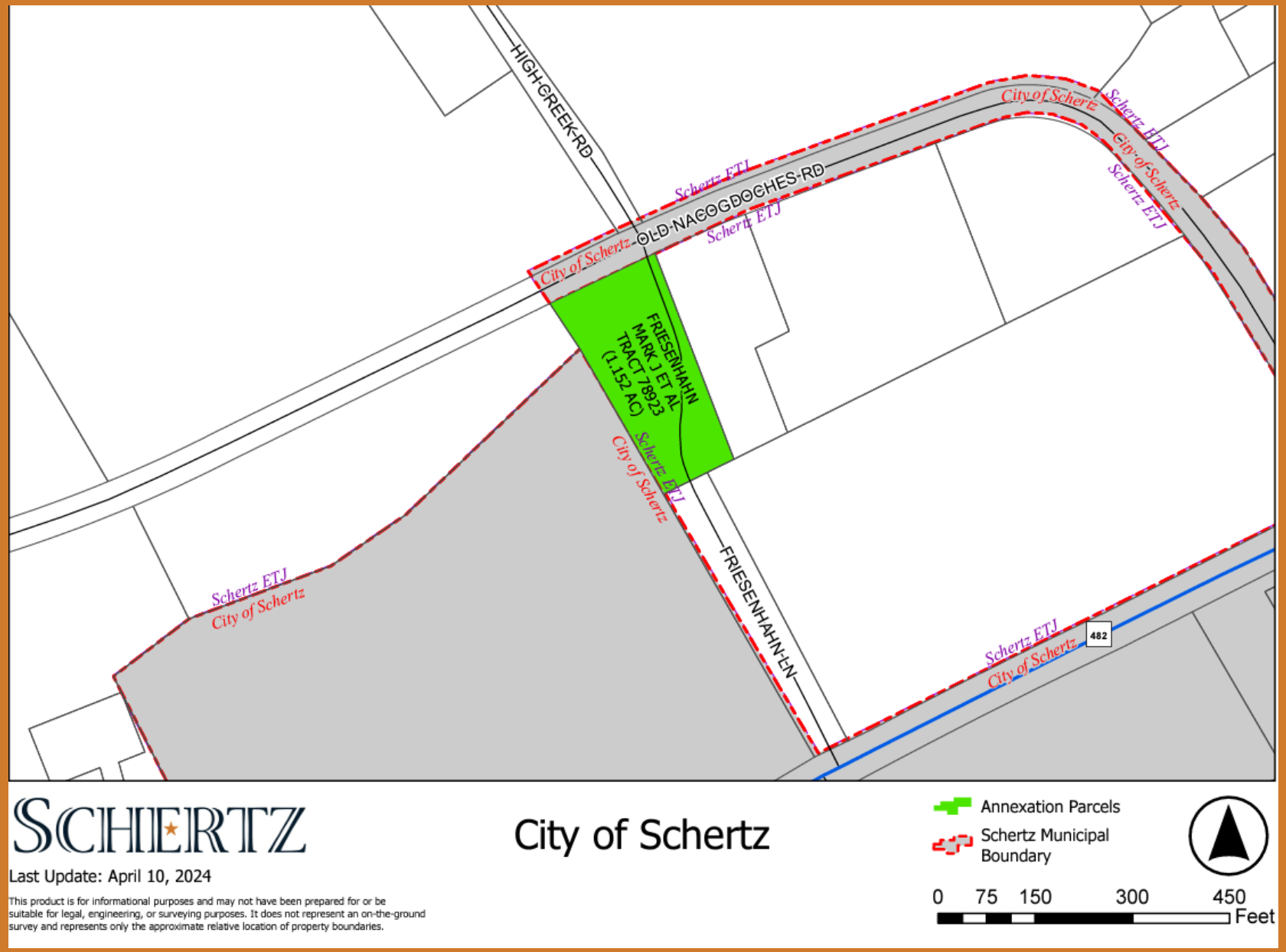
Comal County | Ordinance 24-A-29



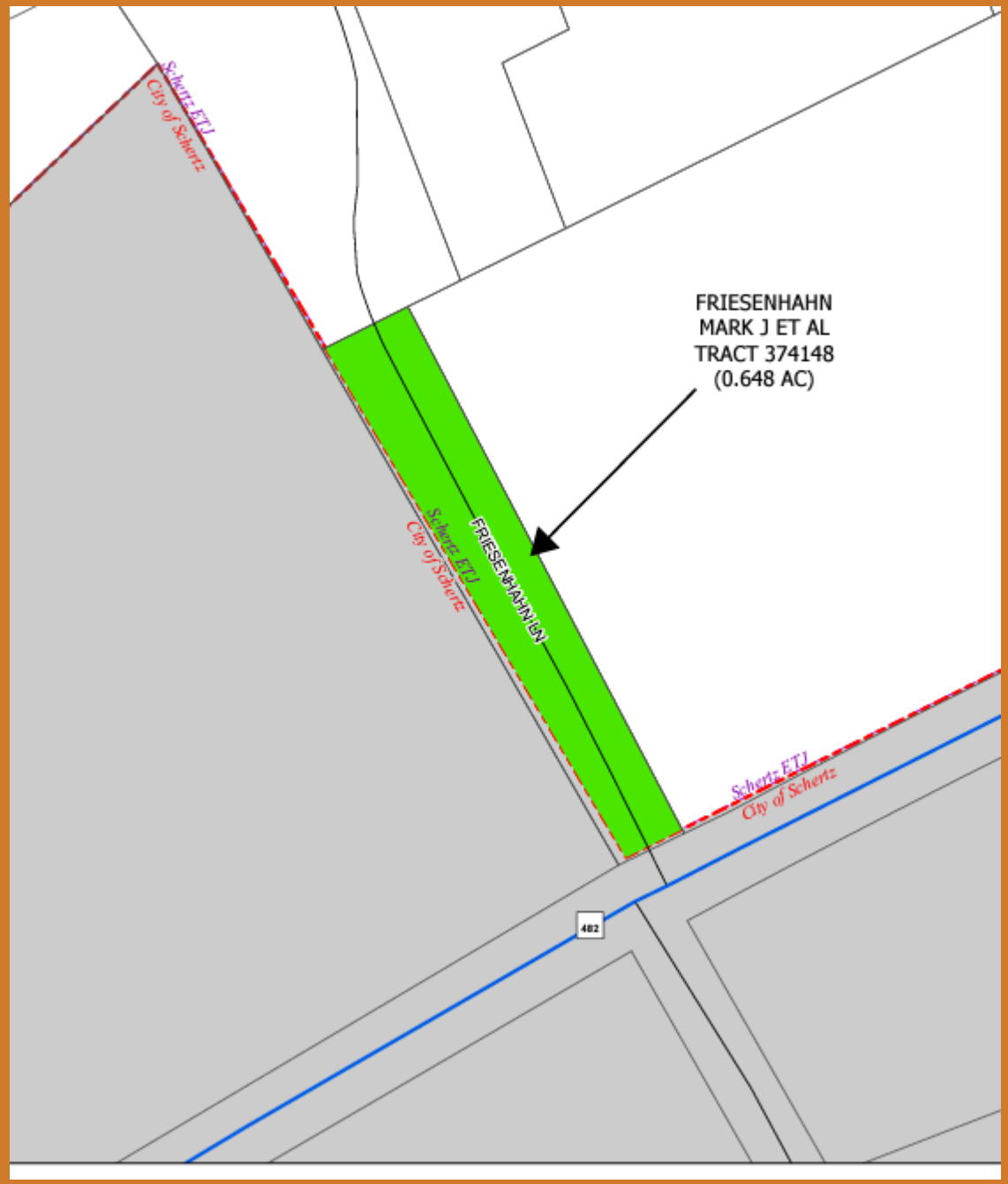
Comal County | Ordinance 24-A-30



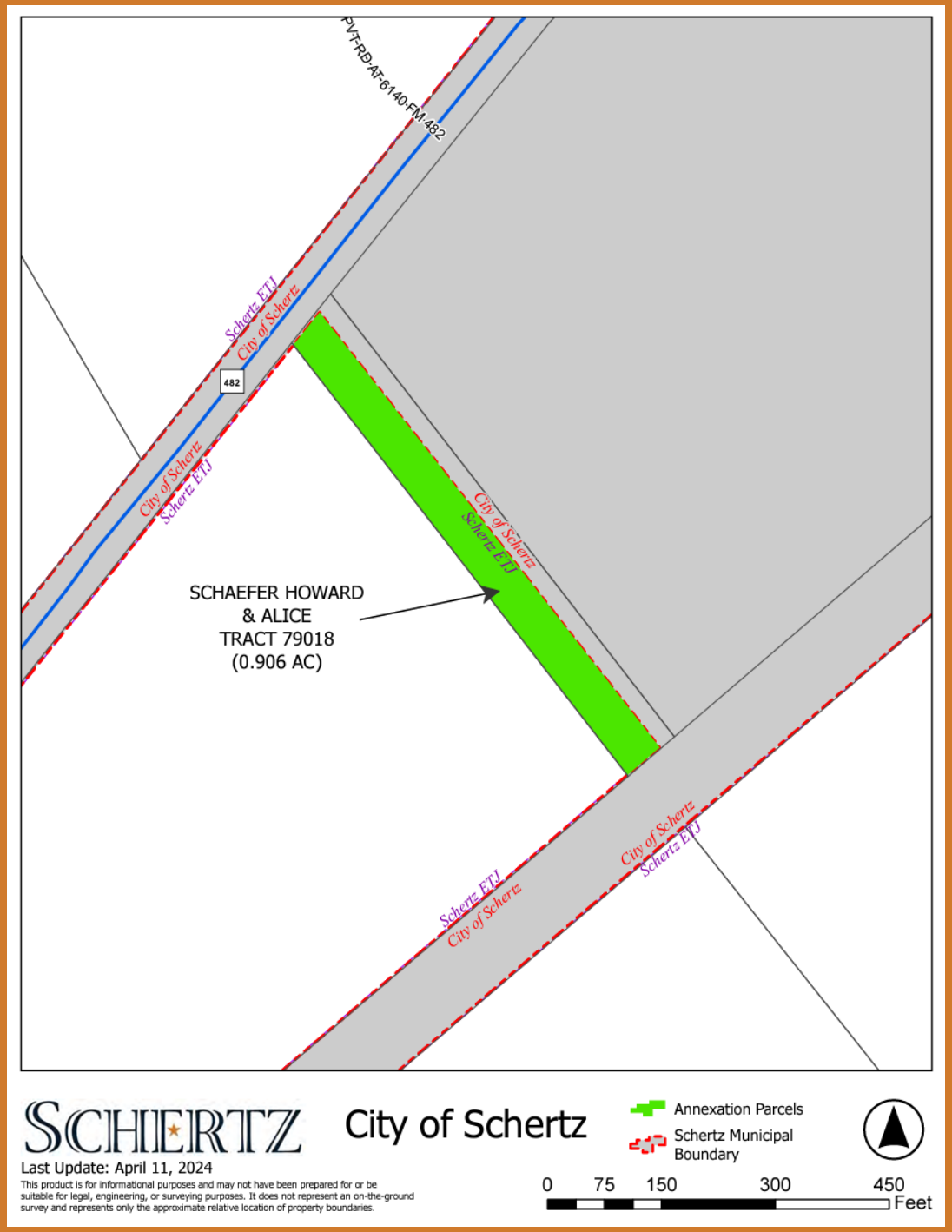
Comal County | Ordinance 24-A-31



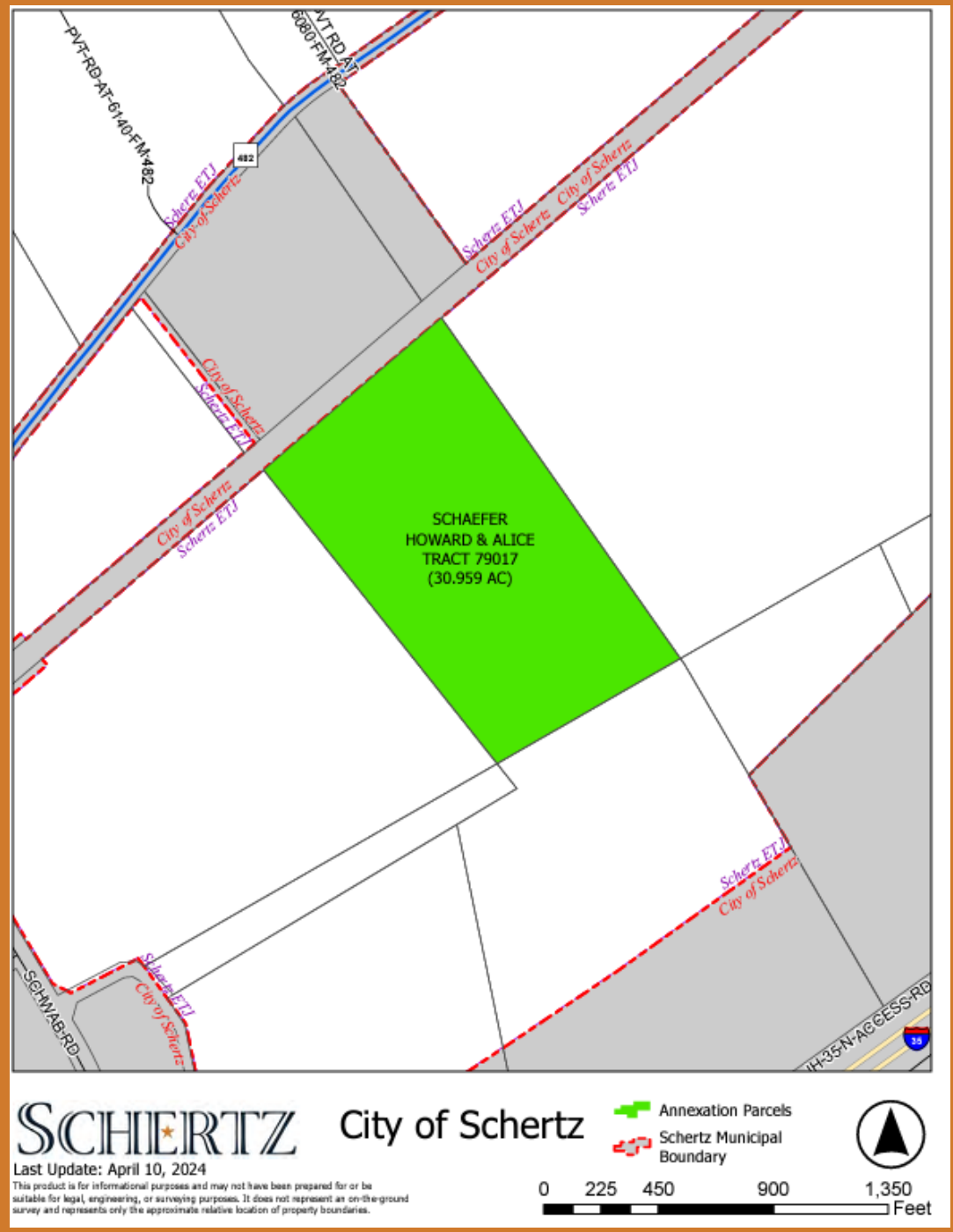
Comal County | Ordinance 24-A-32



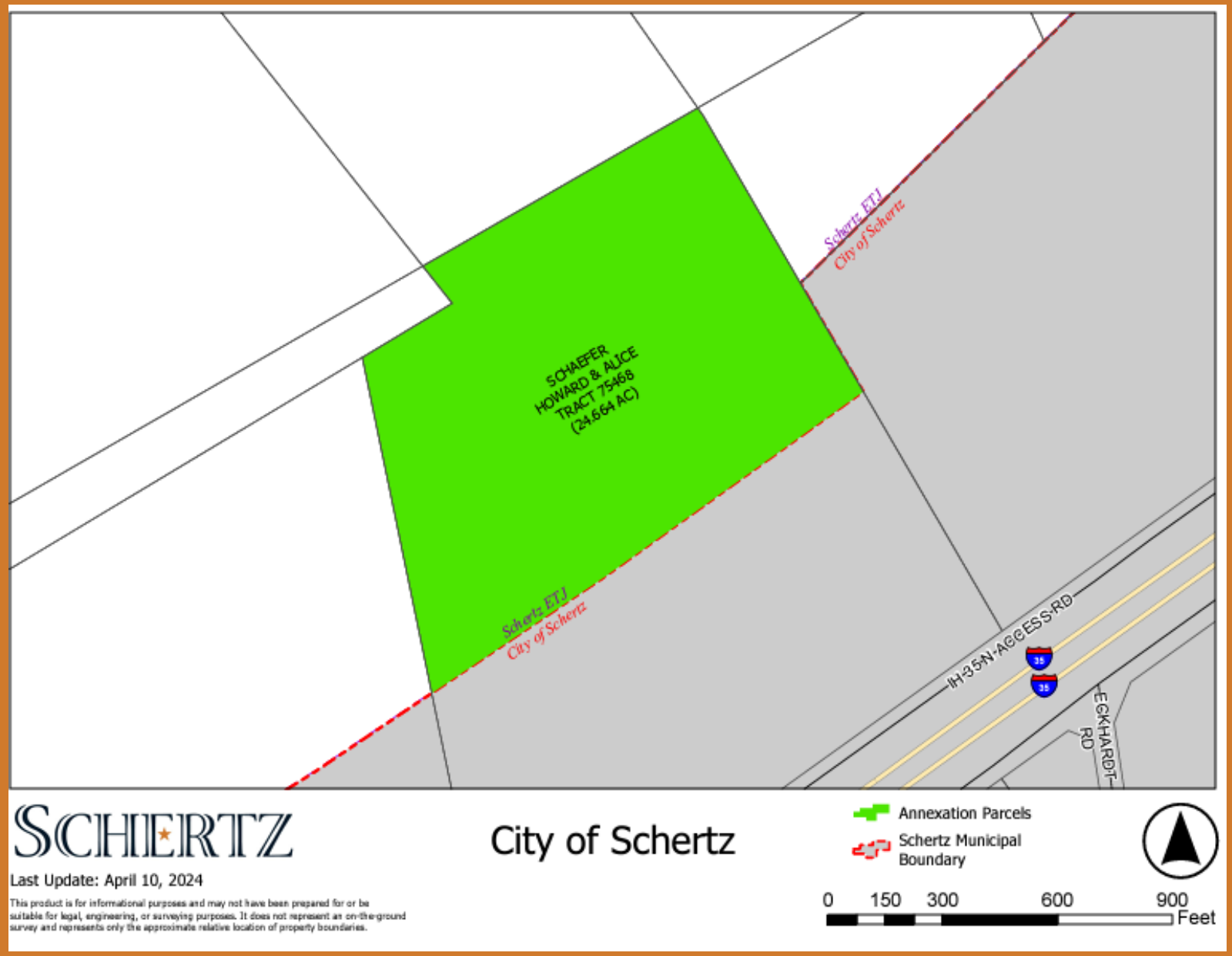
Comal County | Ordinance 24-A-33



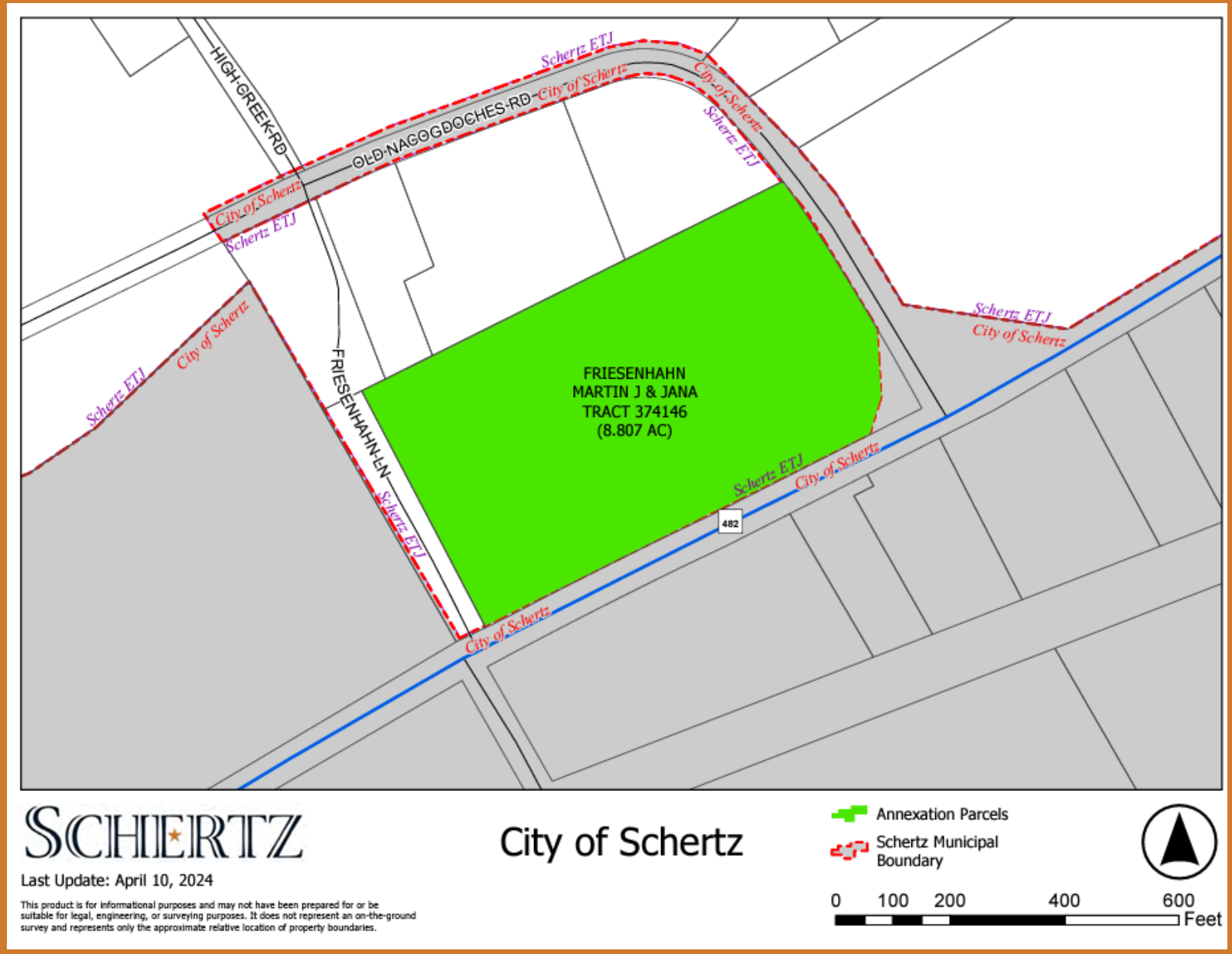
Comal County | Ordinance 24-A-34



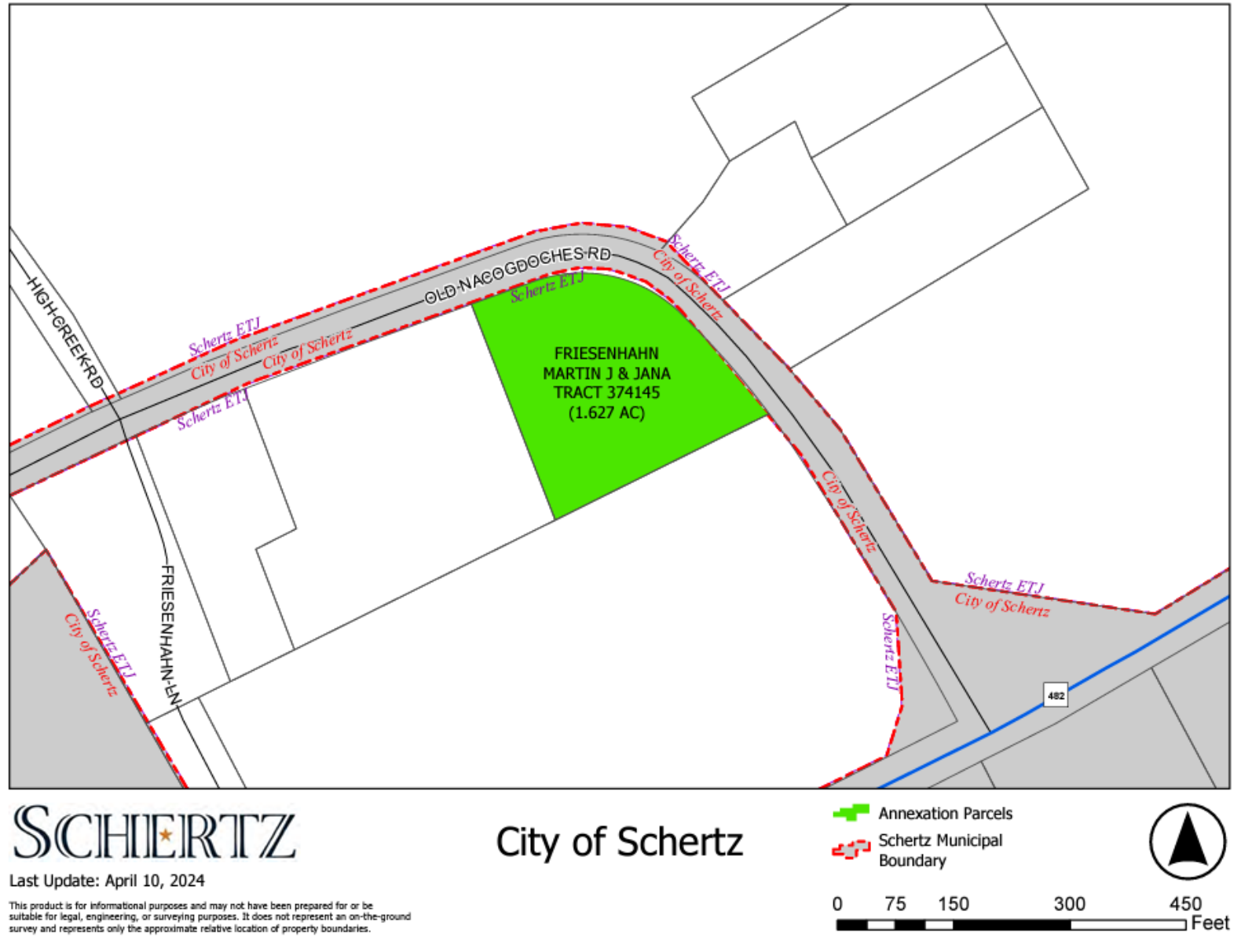
Comal County | Ordinance 24-A-35



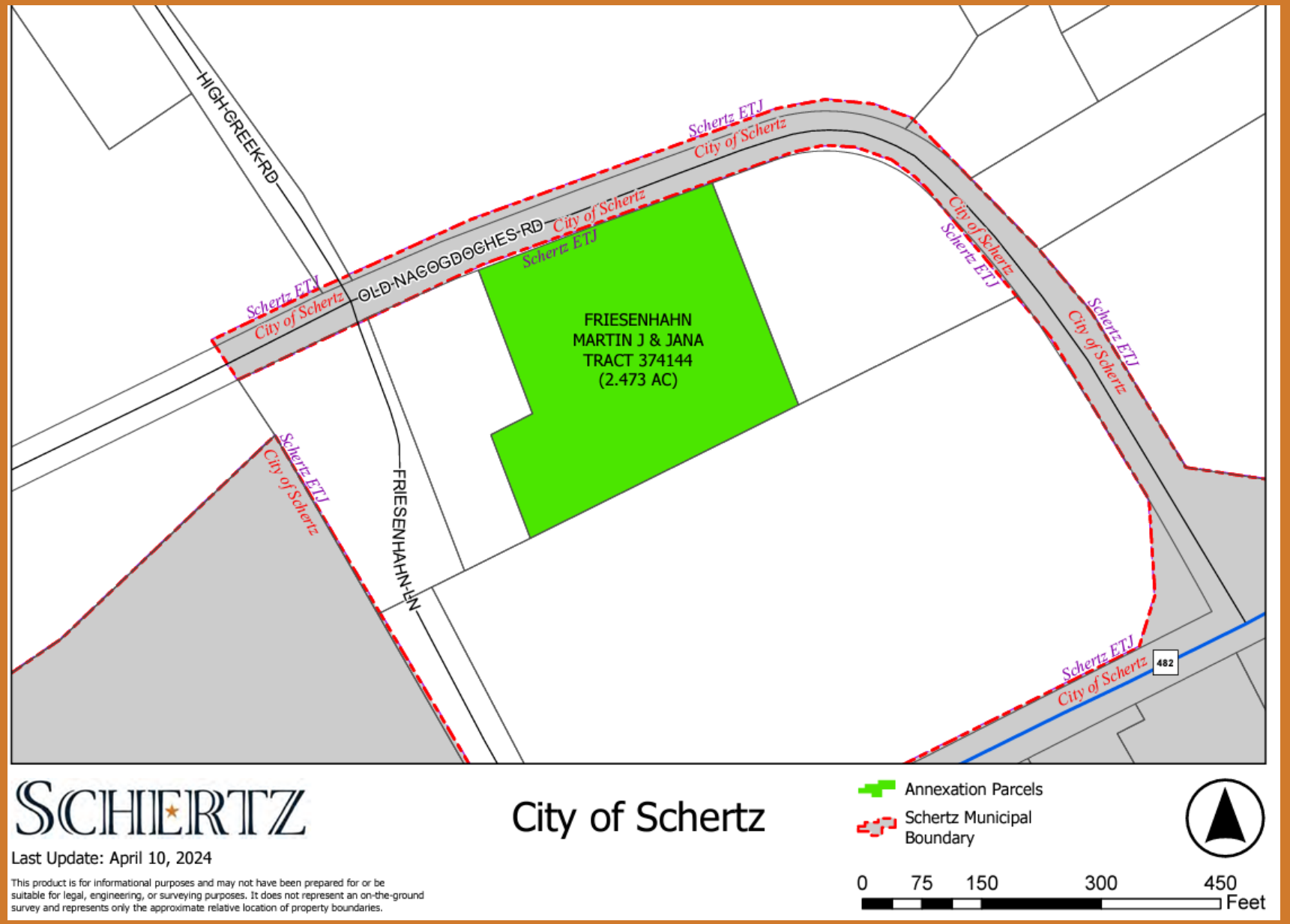
Comal County | Ordinance 24-A-36



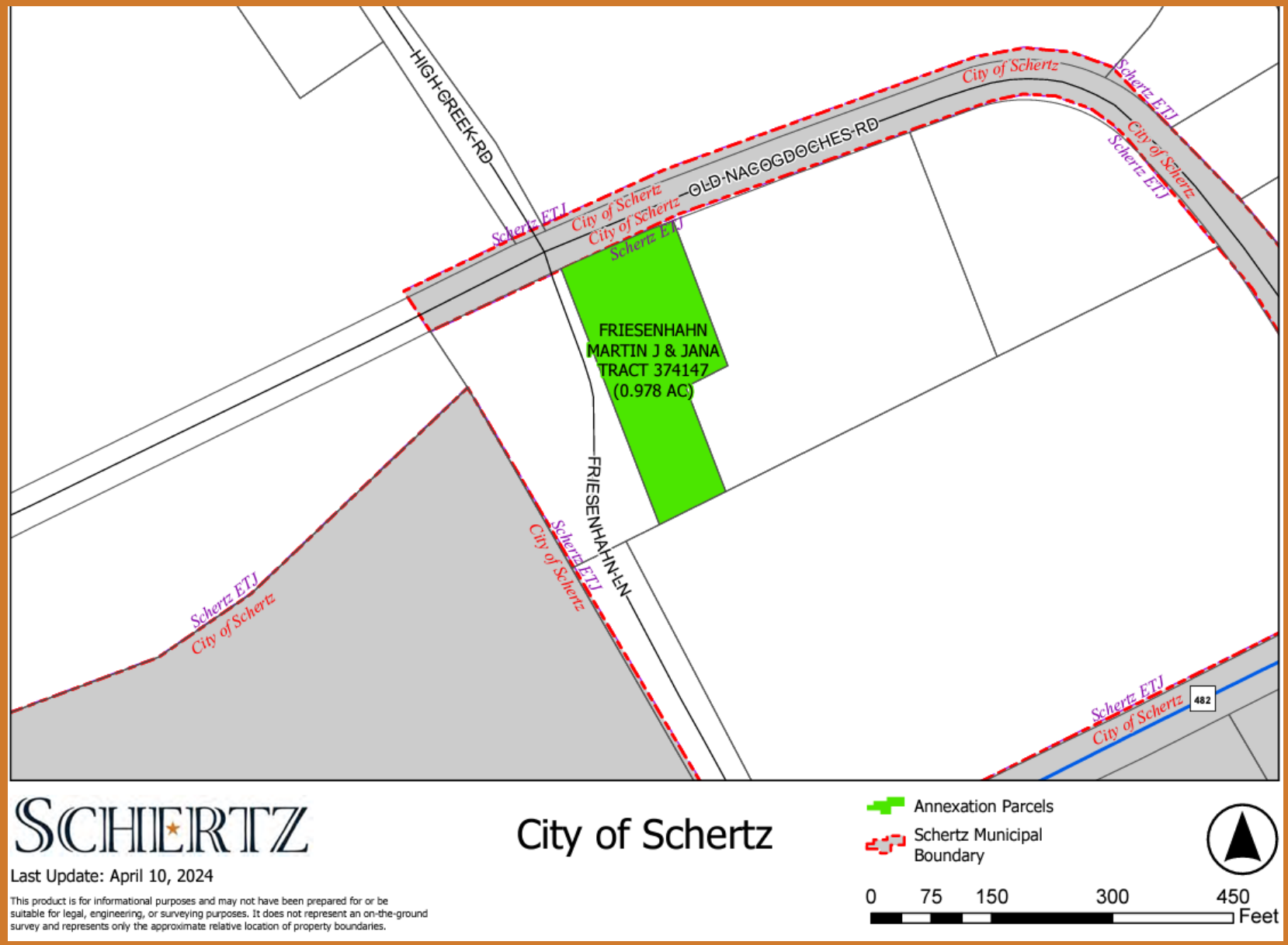
Comal County | Ordinance 24-A-37



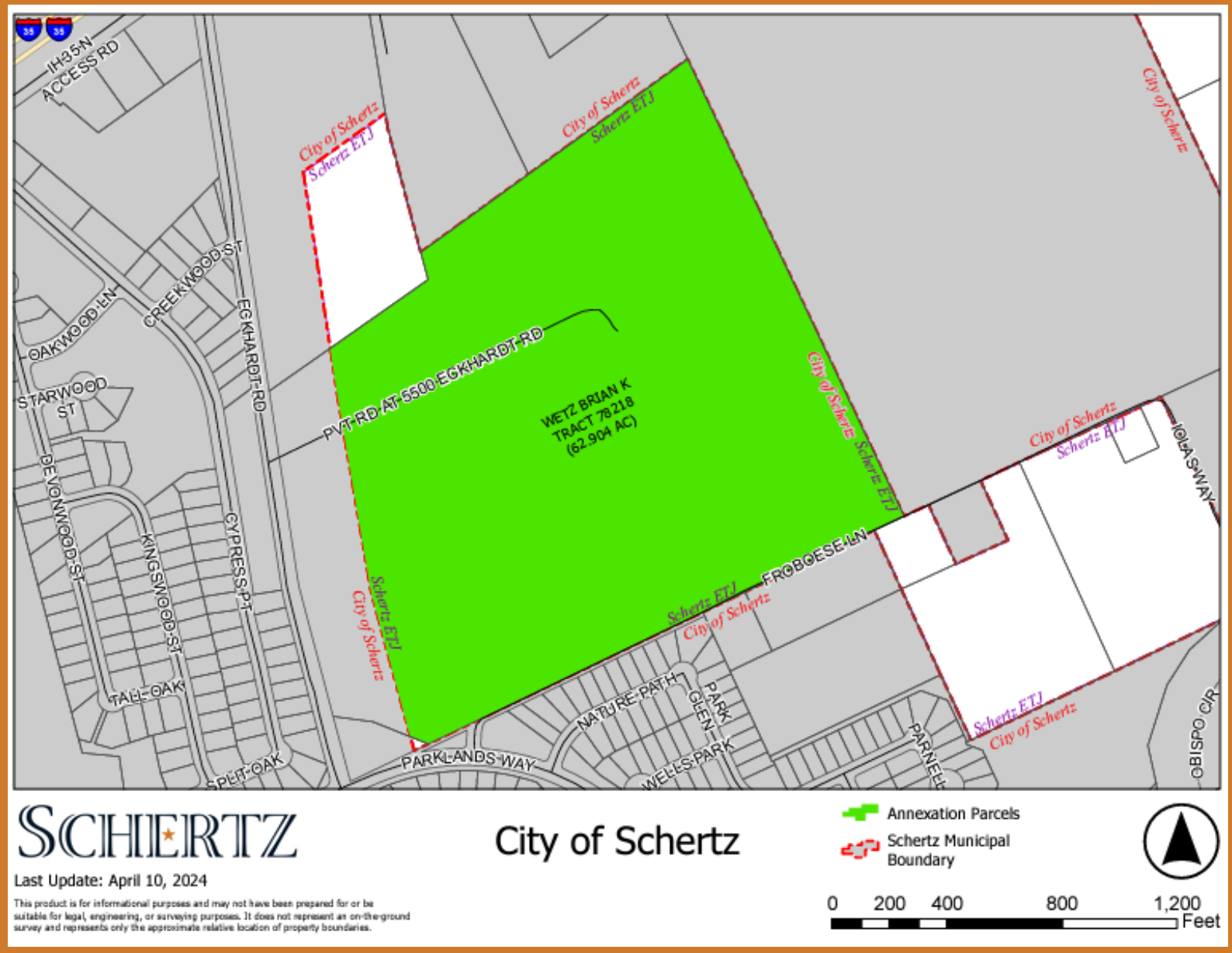
Comal County | Ordinance 24-A-38



Comal County | Ordinance 24-A-39



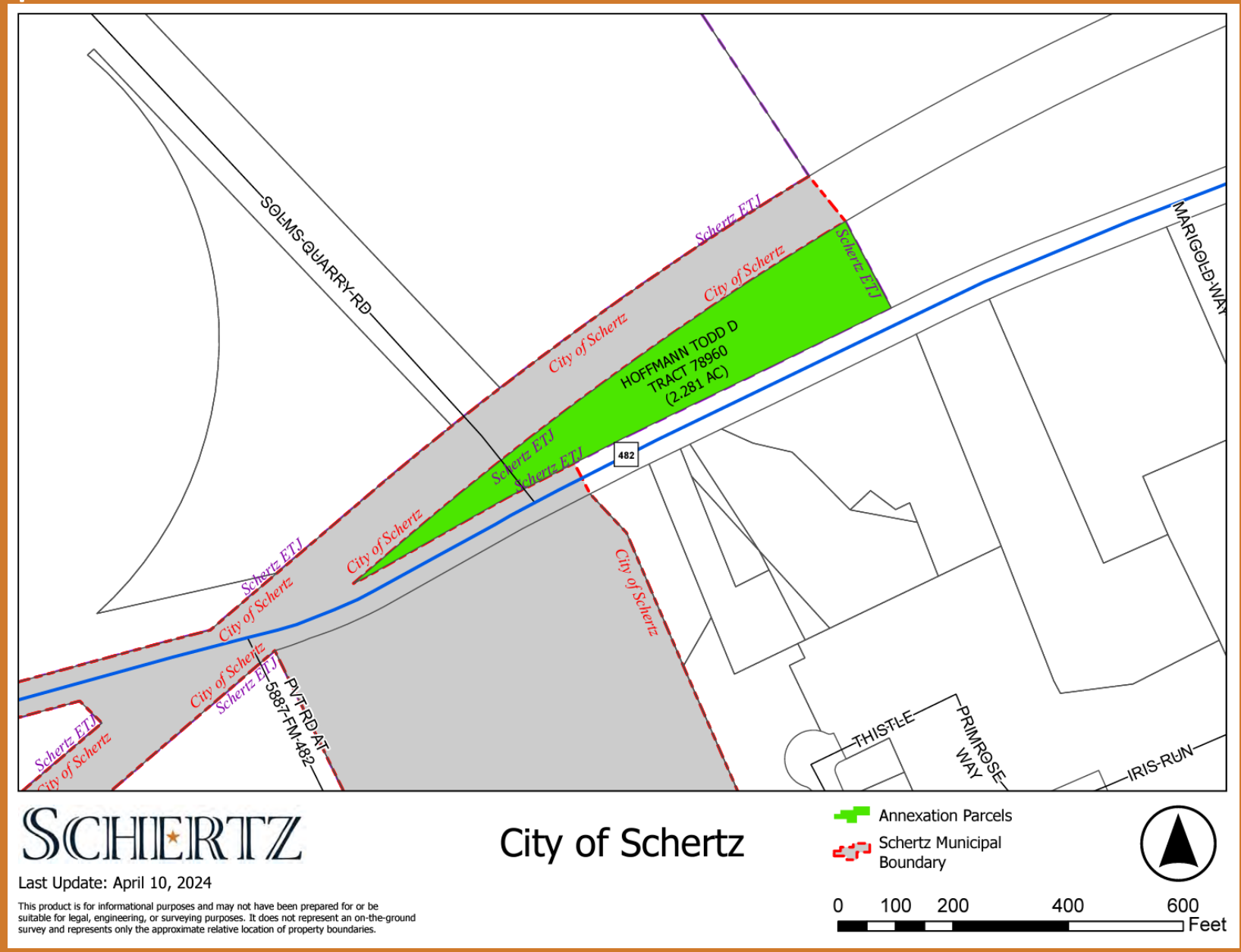
Comal County | Ordinance 24-A-40



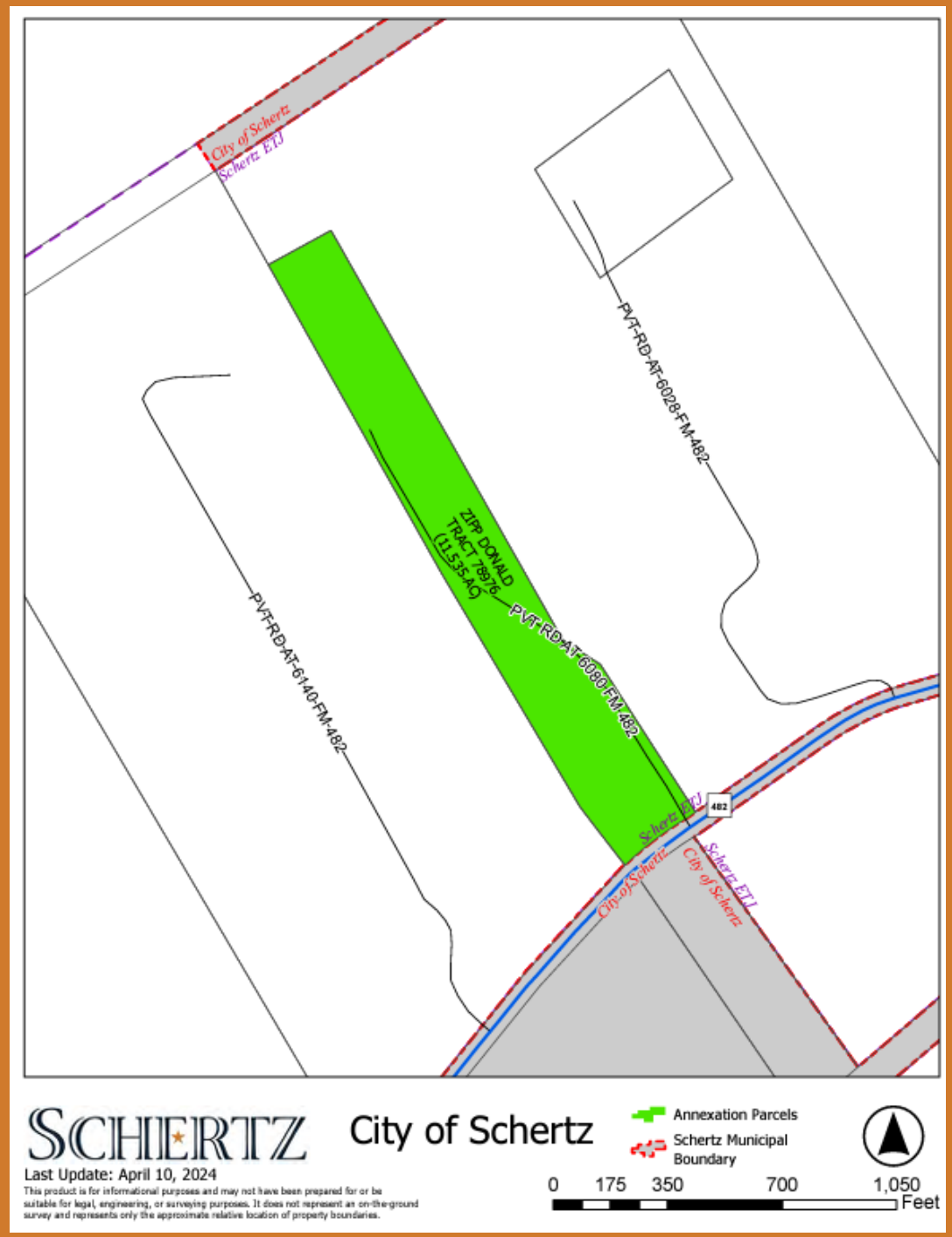
Comal County | Ordinance 24-A-41



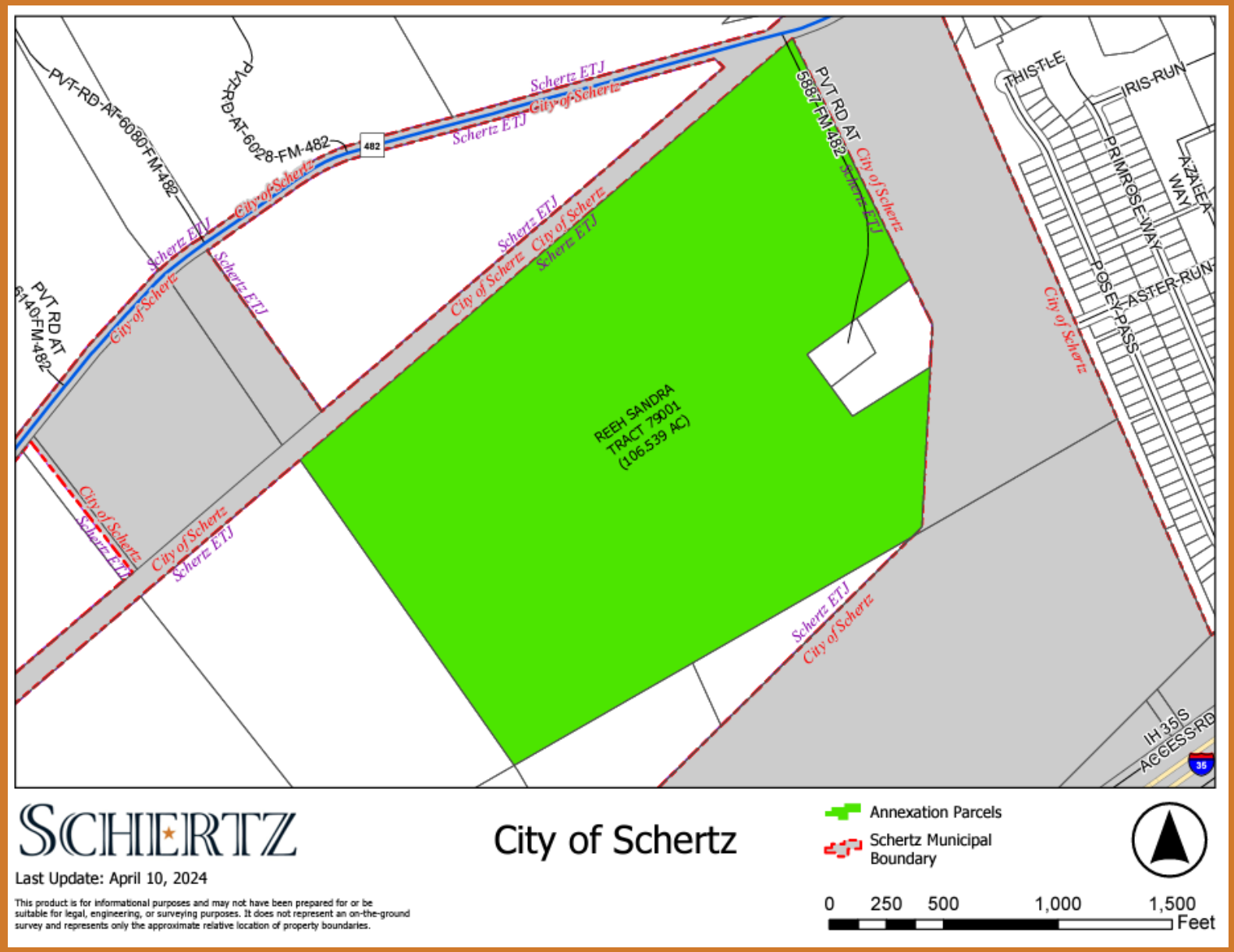
Comal County | Ordinance 24-A-42



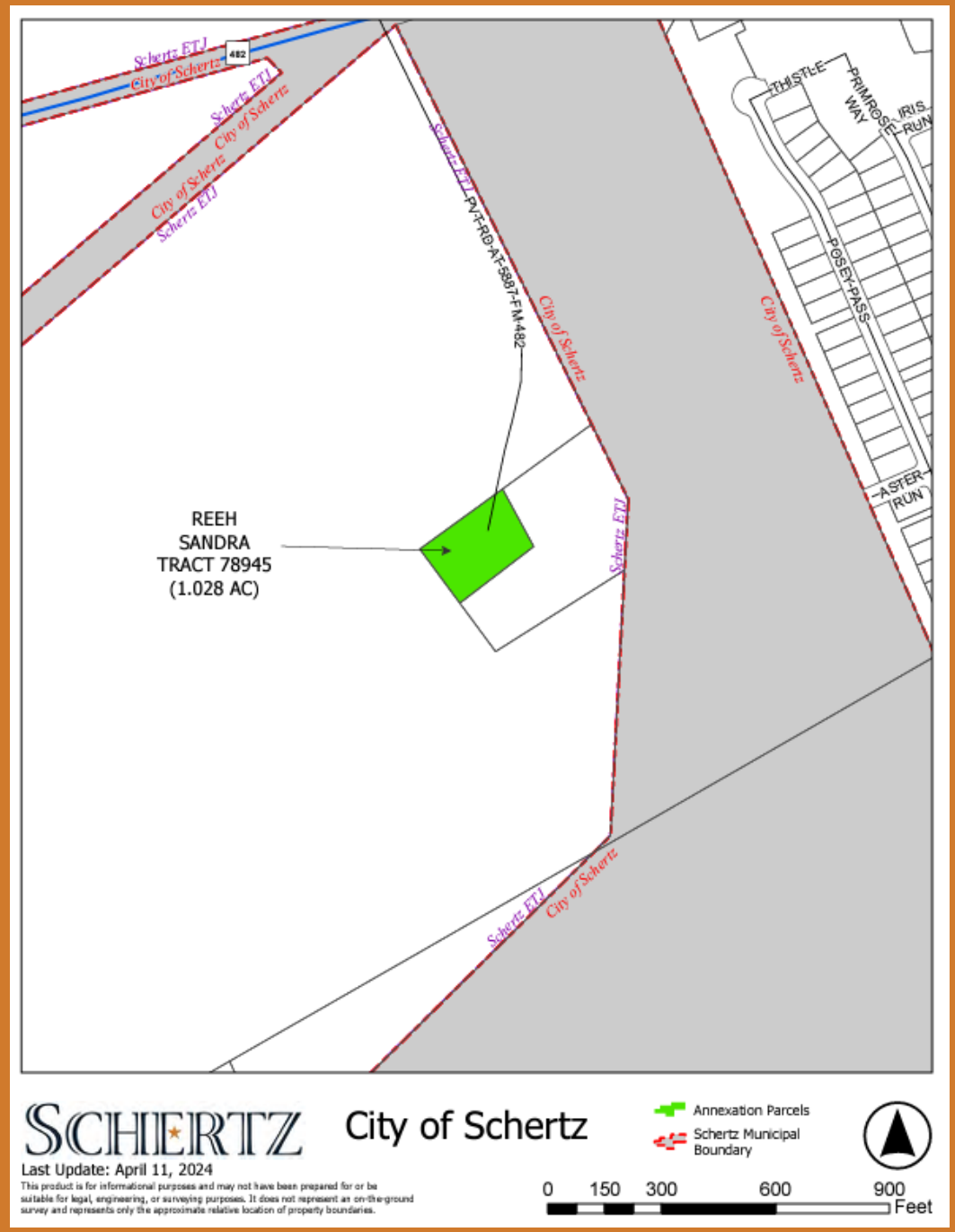
Comal County | Ordinance 24-A-43



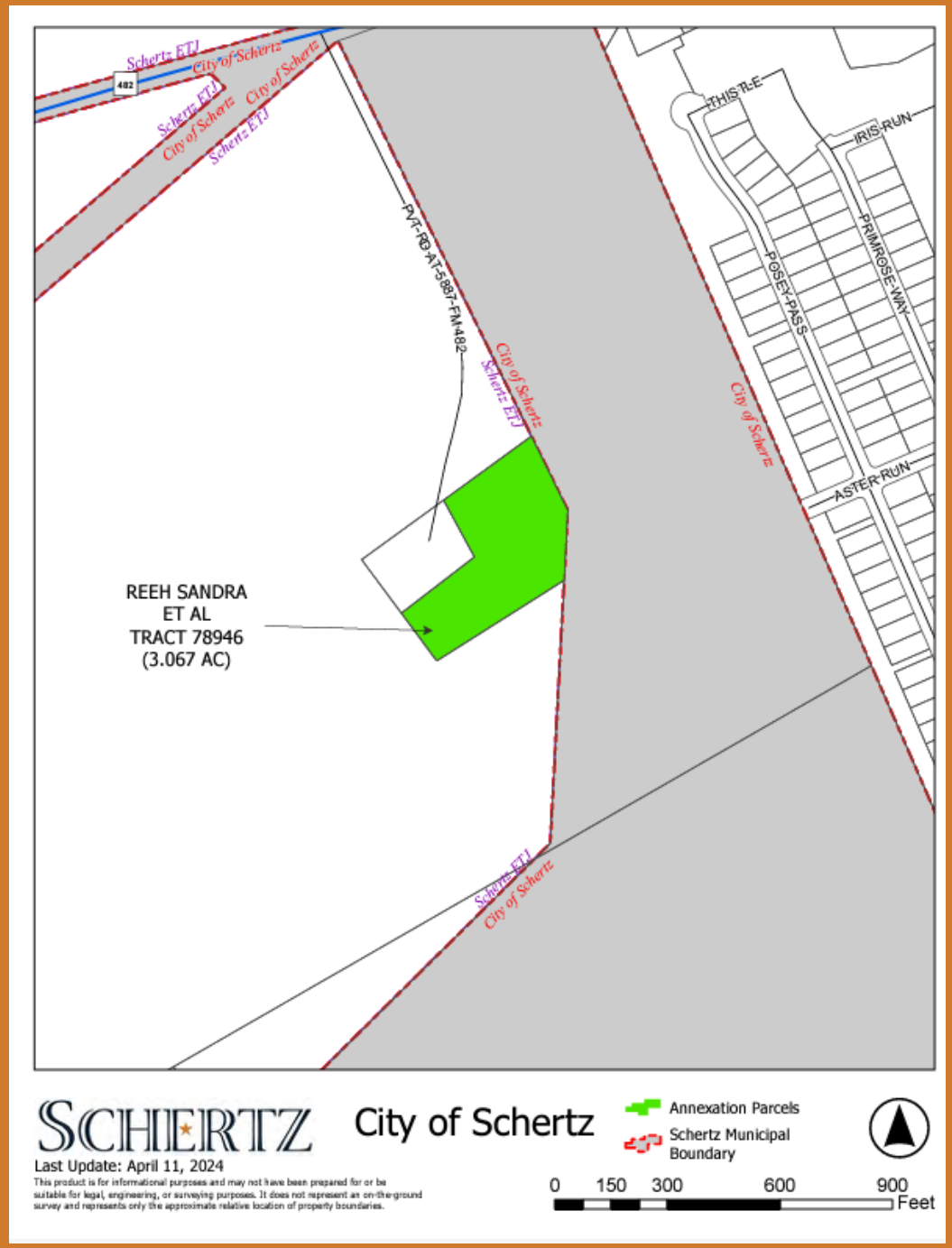
Comal County | Ordinance 24-A-44



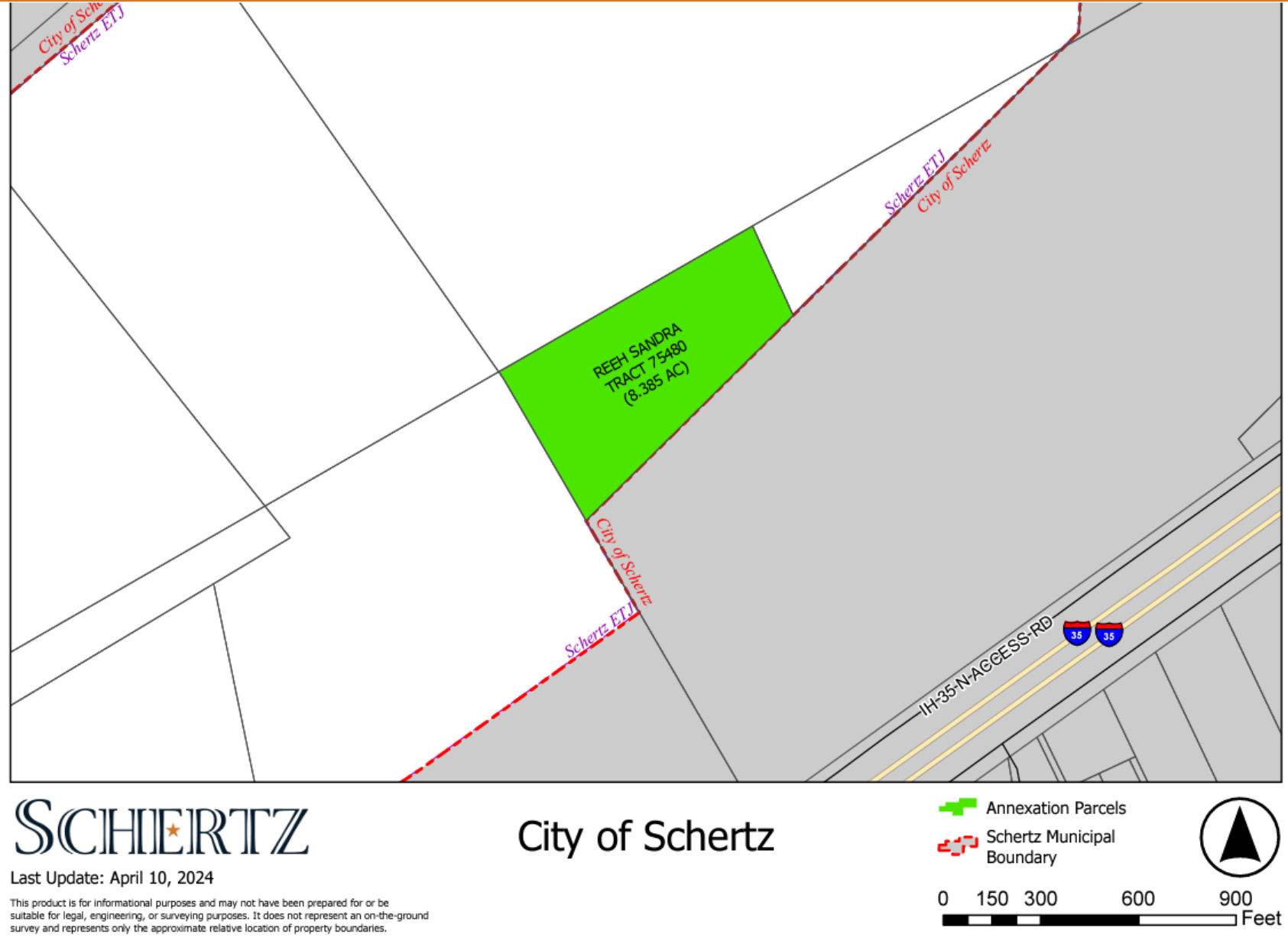
Comal County | Ordinance 24-A-45



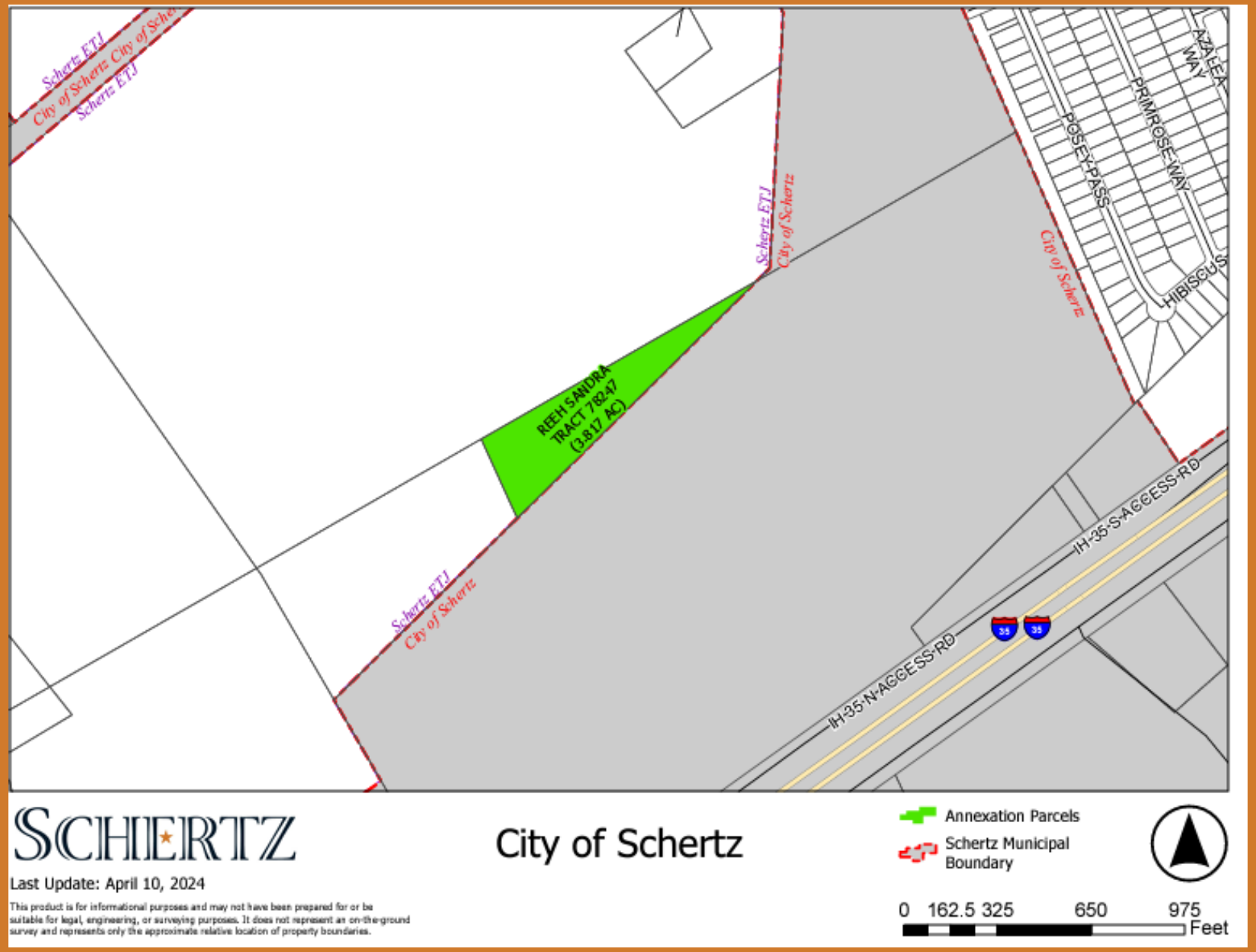
Comal County | Ordinance 24-A-46



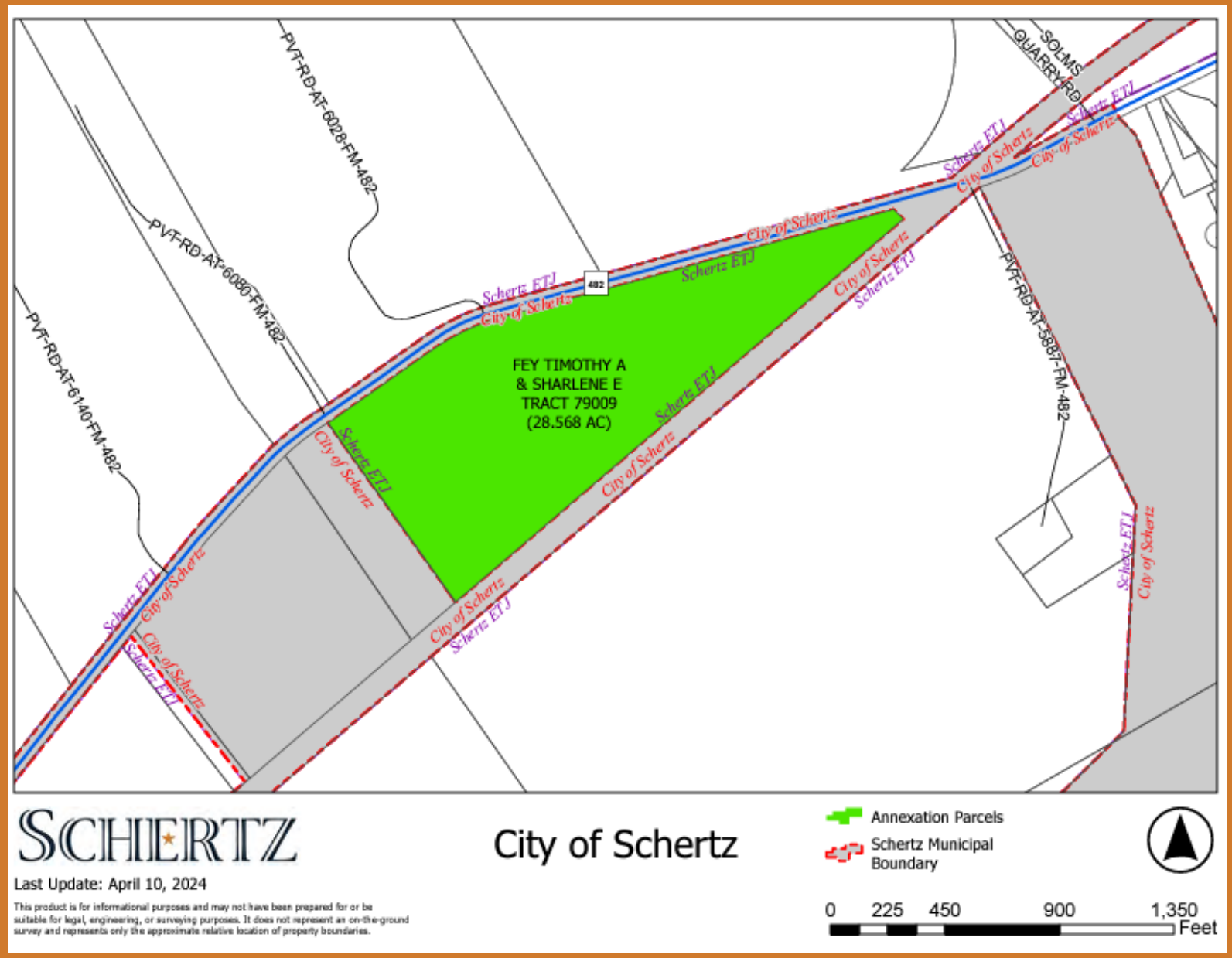
Comal County | Ordinance 24-A-47



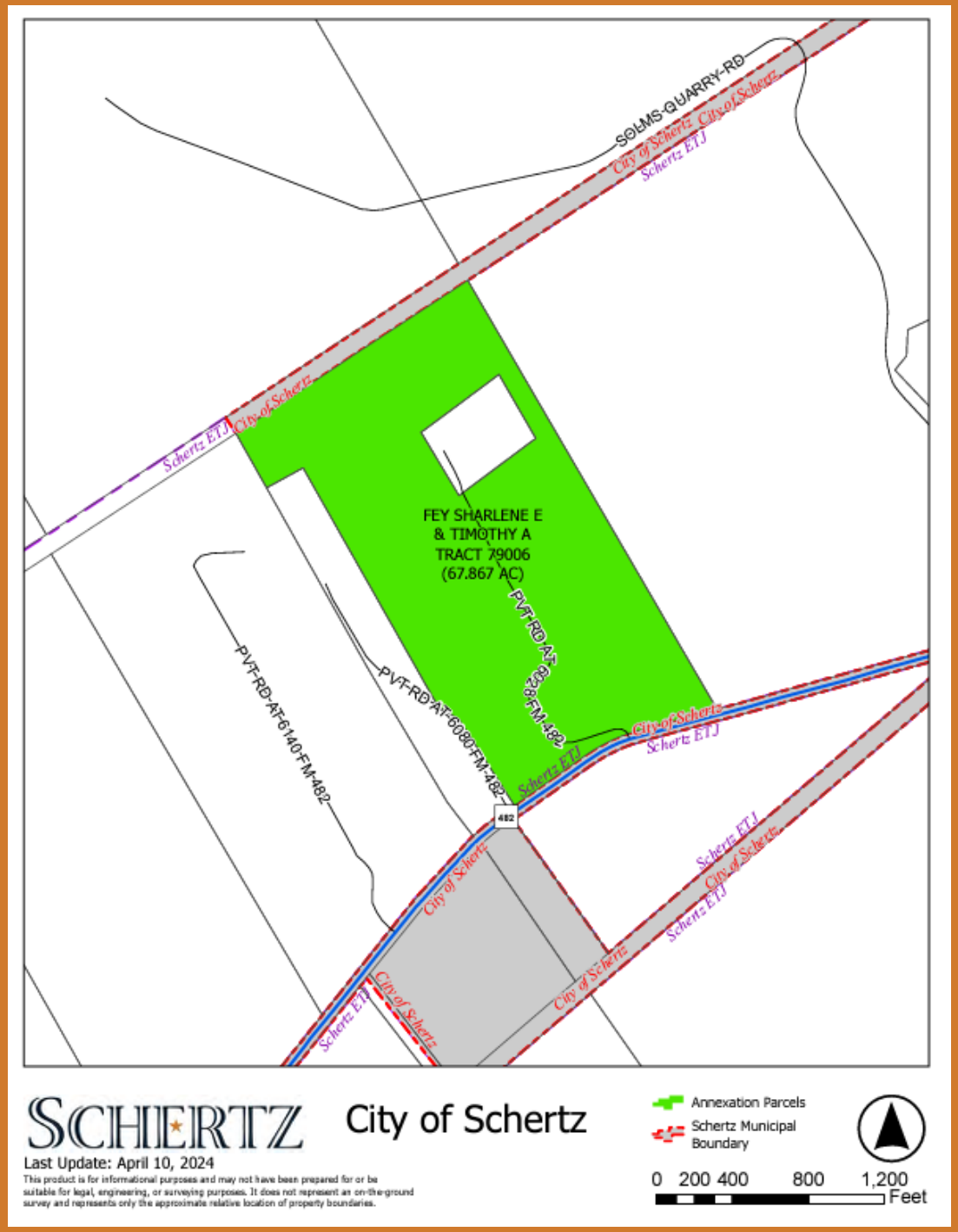
Comal County | Ordinance 24-A-48



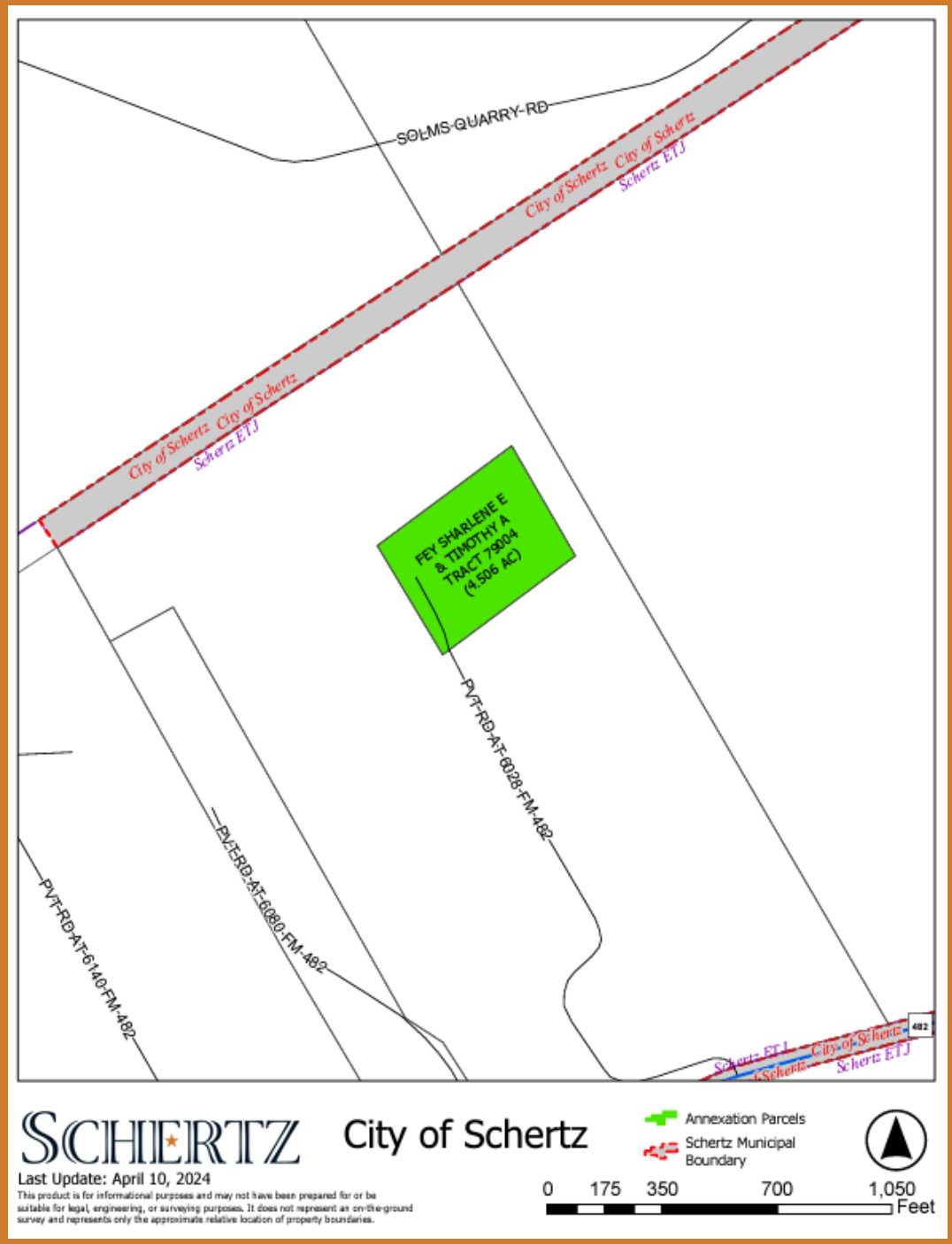
Comal County | Ordinance 24-A-49



Comal County | Ordinance 24-A-50



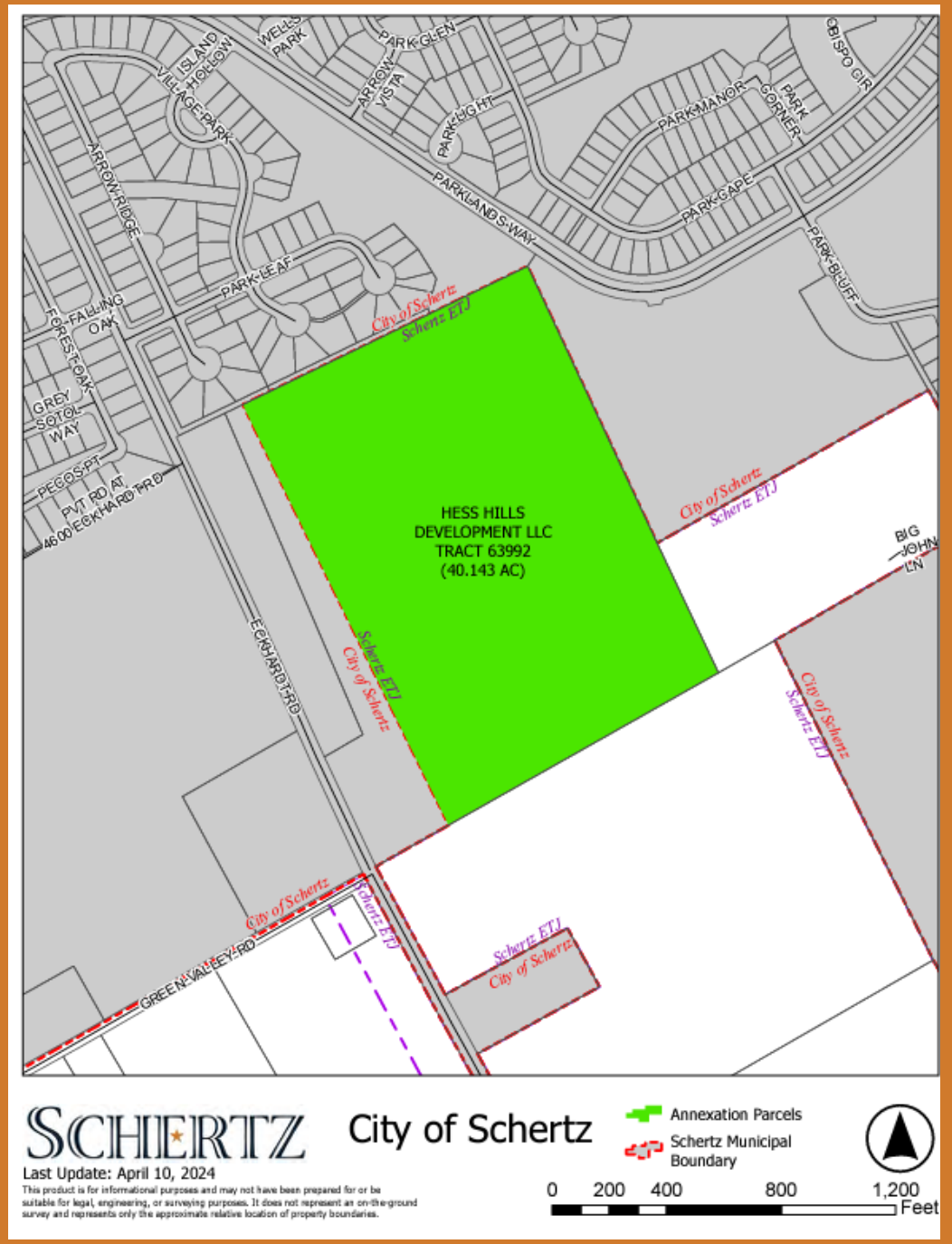
Comal County | Ordinance 24-A-51



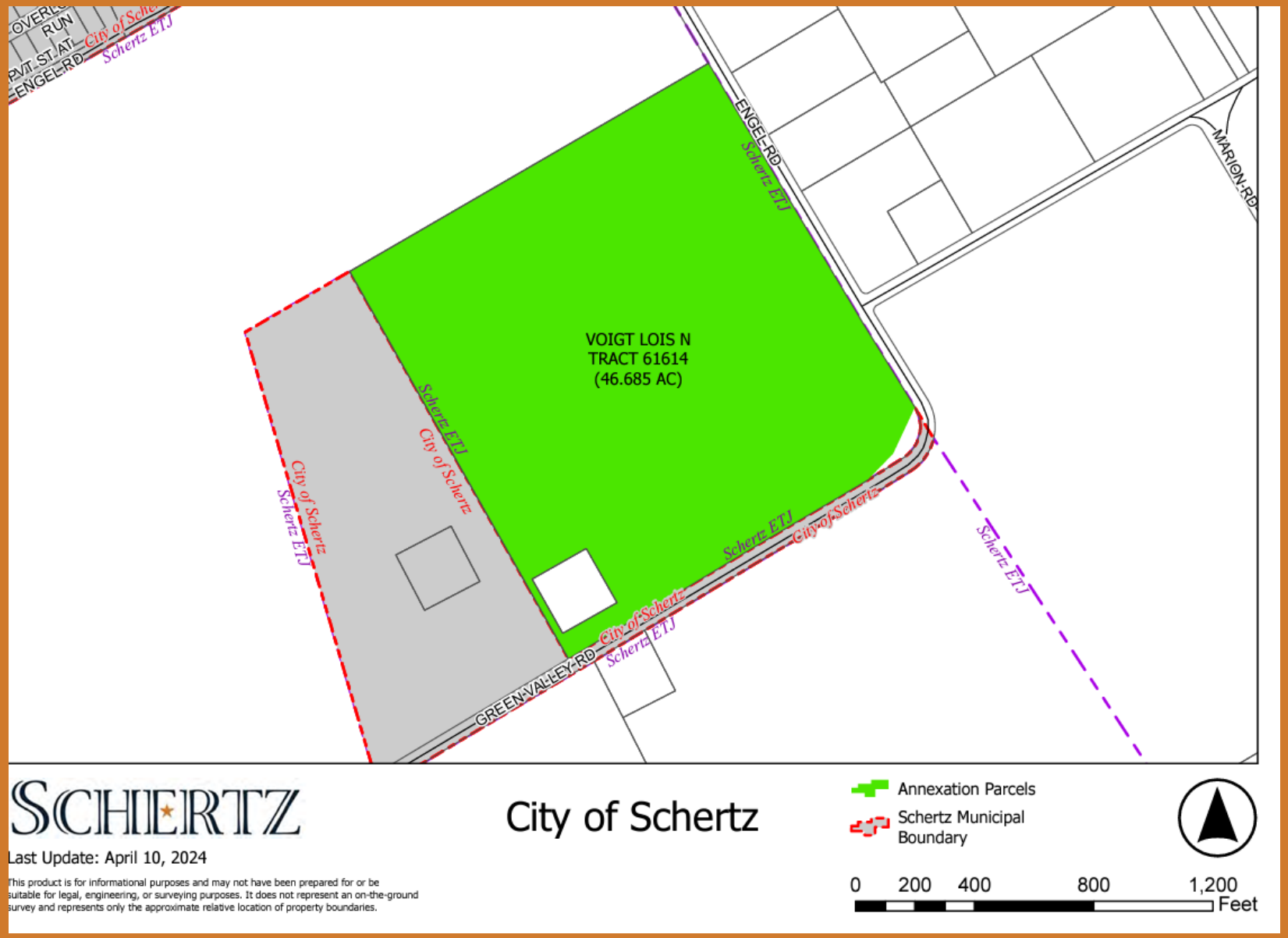
Guadalupe County

Ordinance 24-A-52 through Ordinance 24-A-65

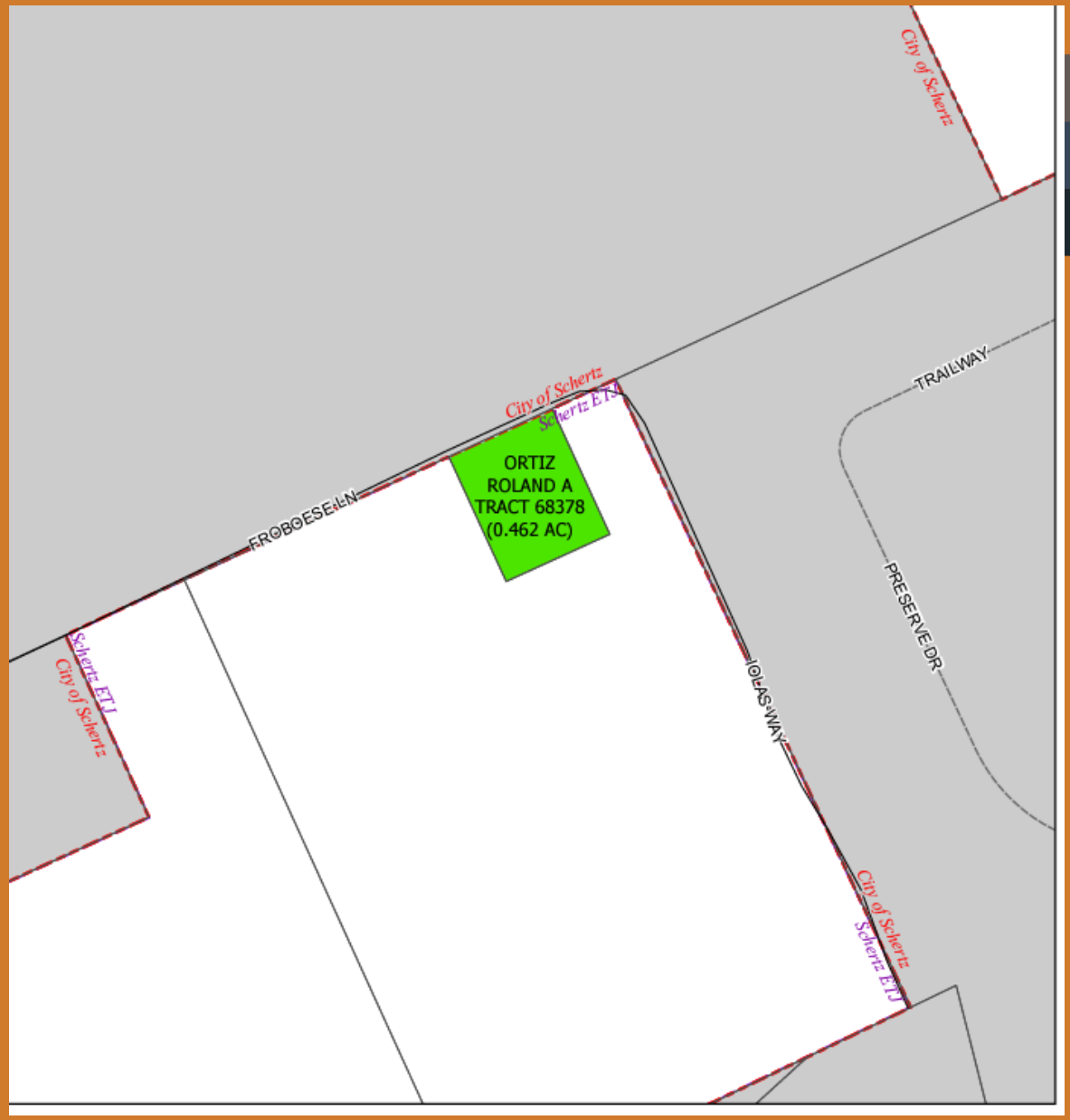
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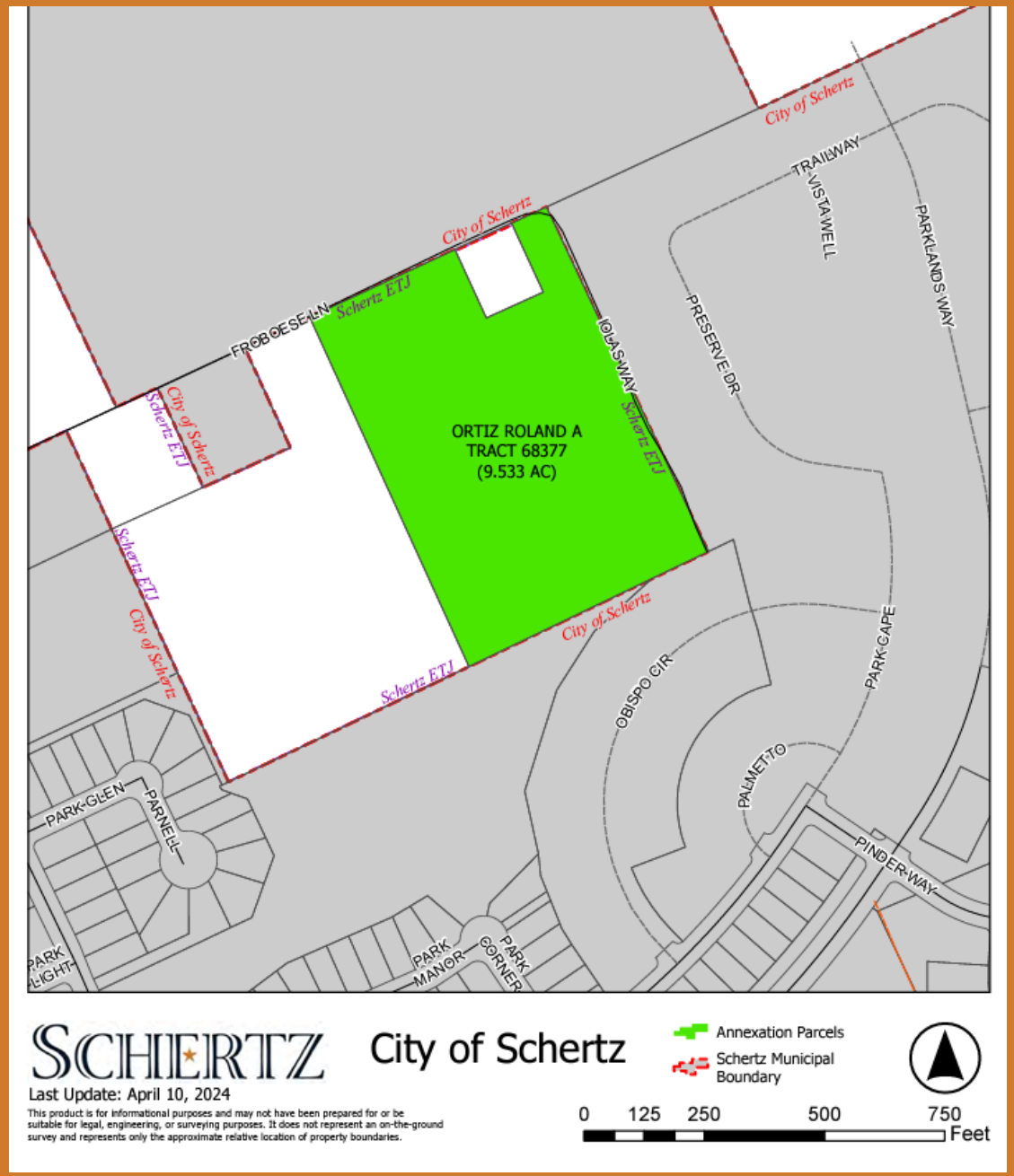
Guadalupe County | Ordinance 24-A-53



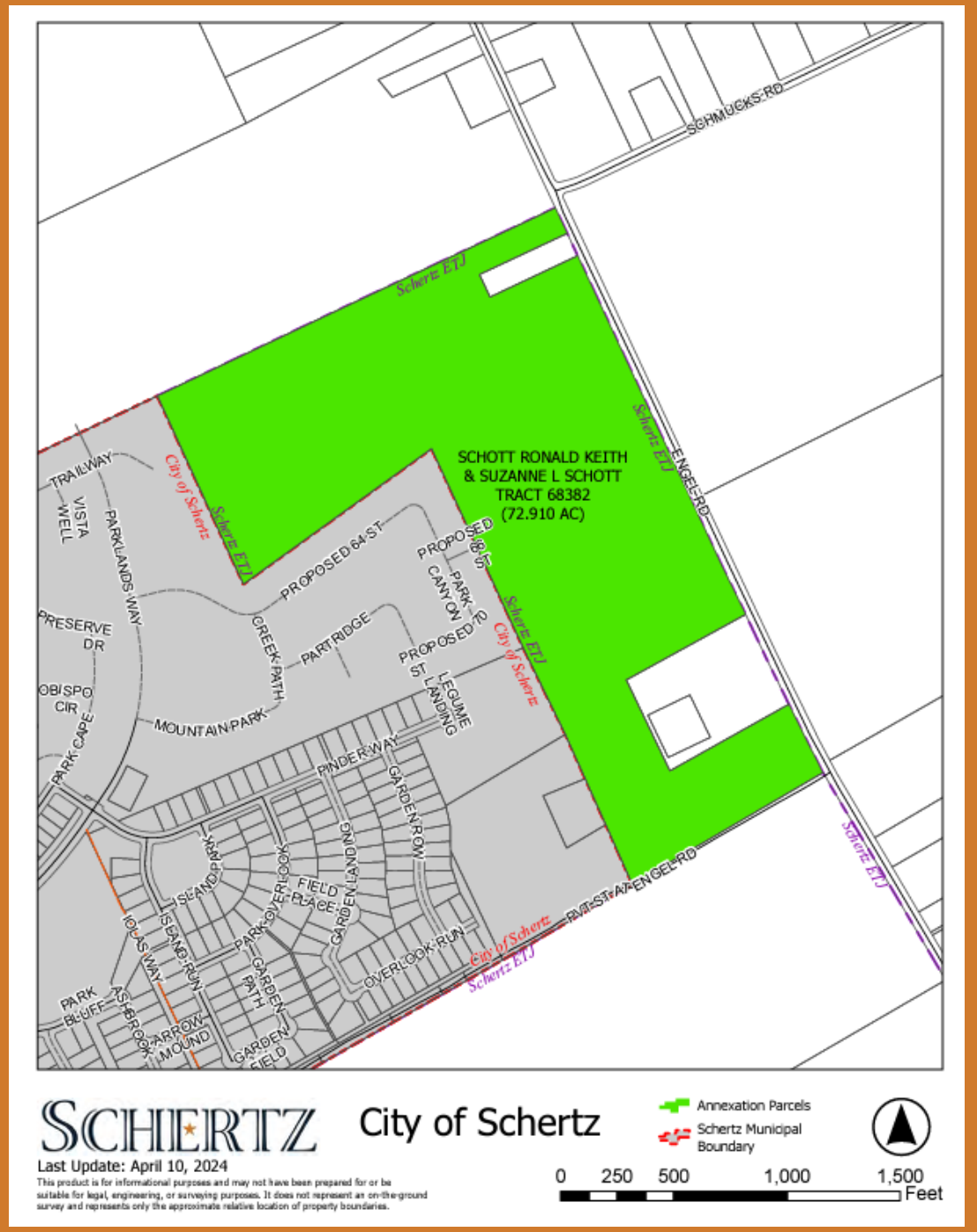
Guadalupe County | Ordinance 24-A-54



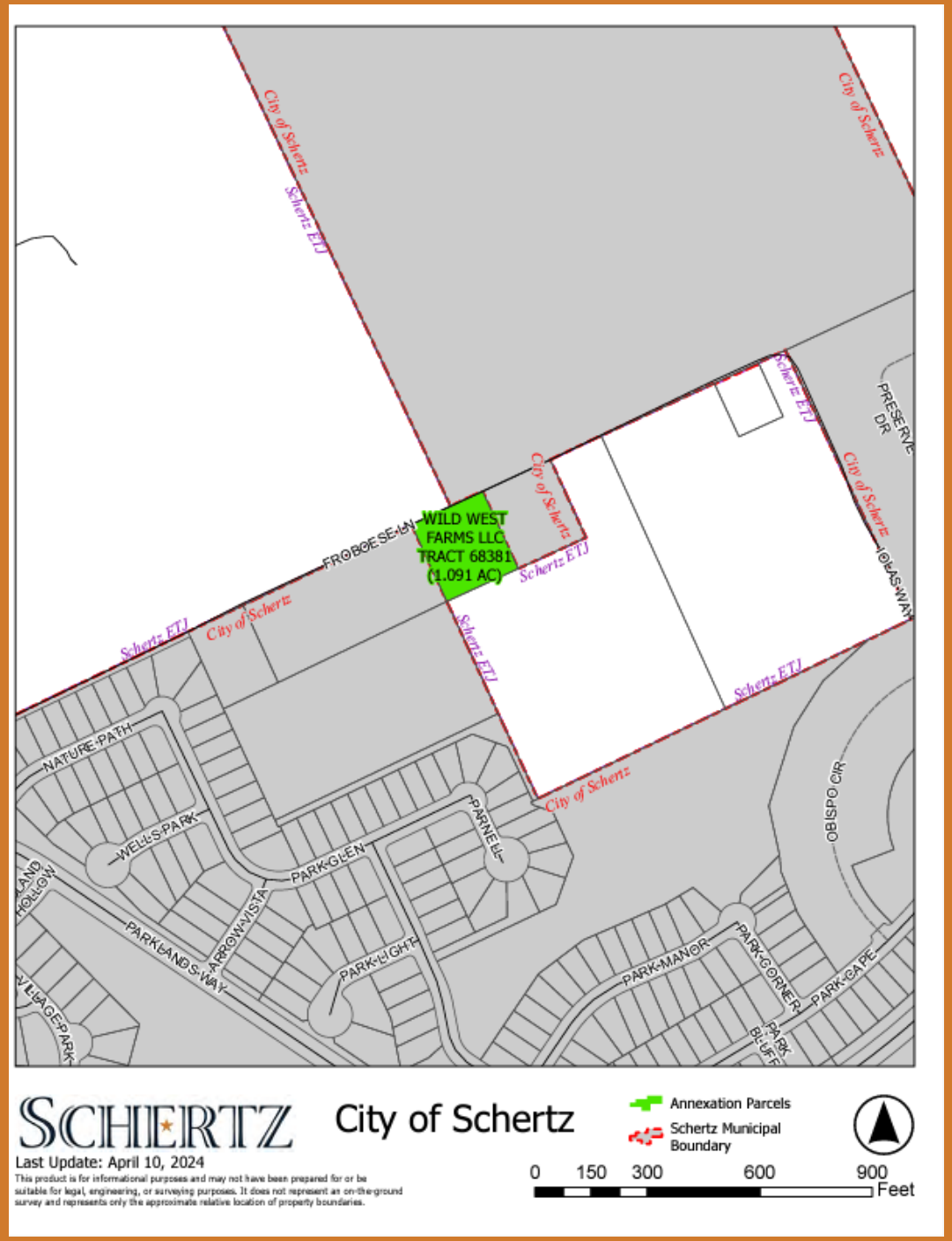
Guadalupe County | Ordinance 24-A-55



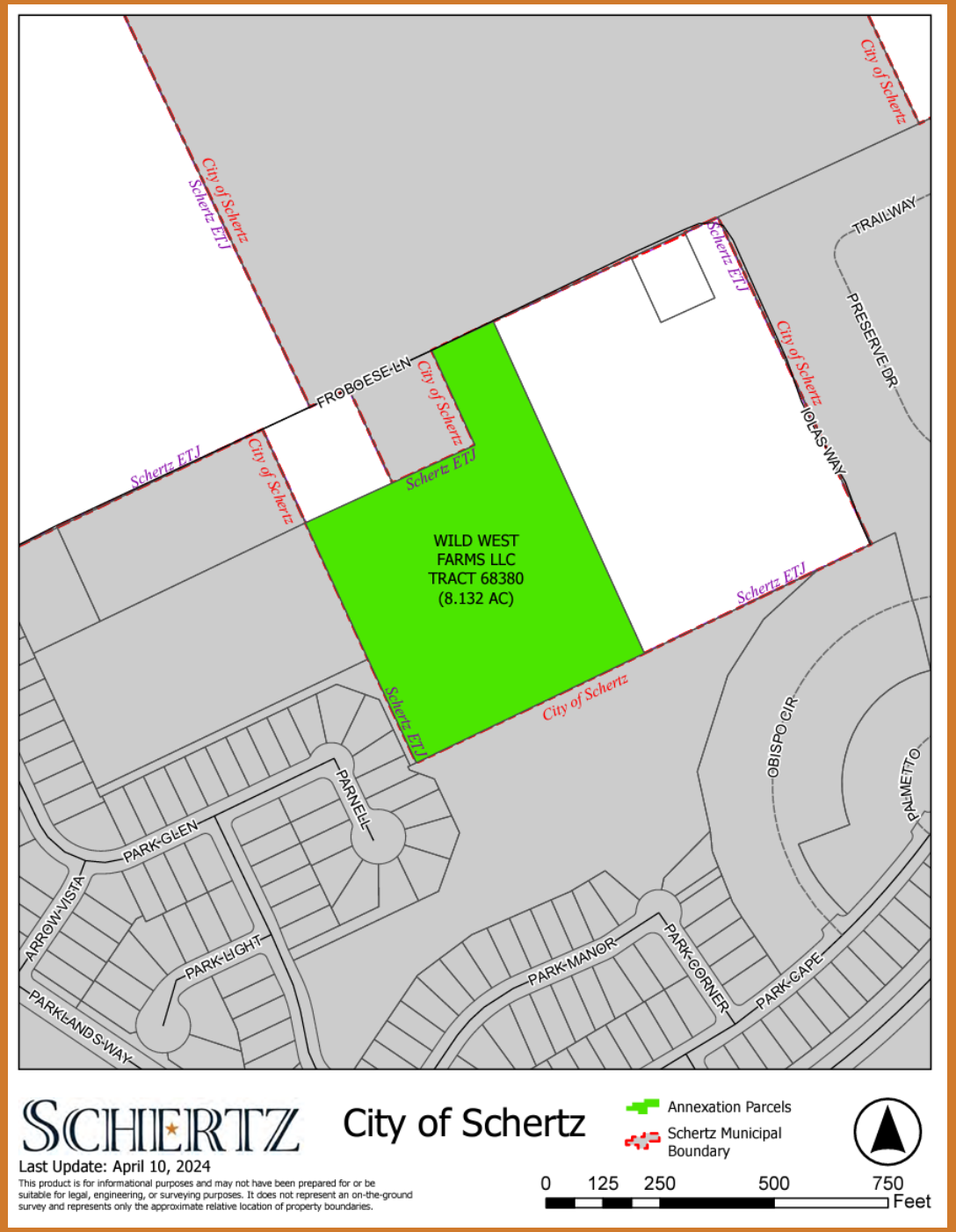
Guadalupe County | Ordinance 24-A-56



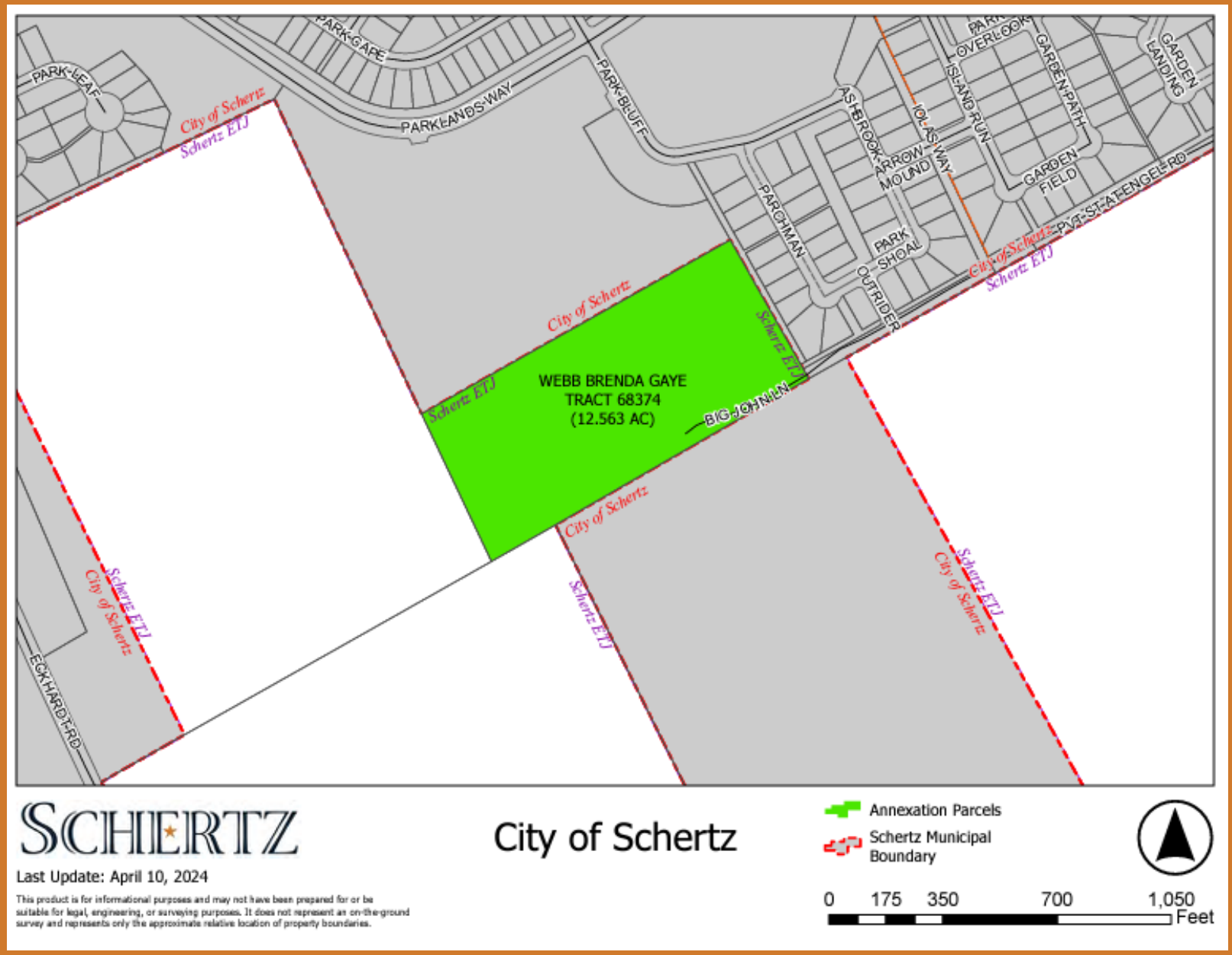
Guadalupe County | Ordinance 24-A-57



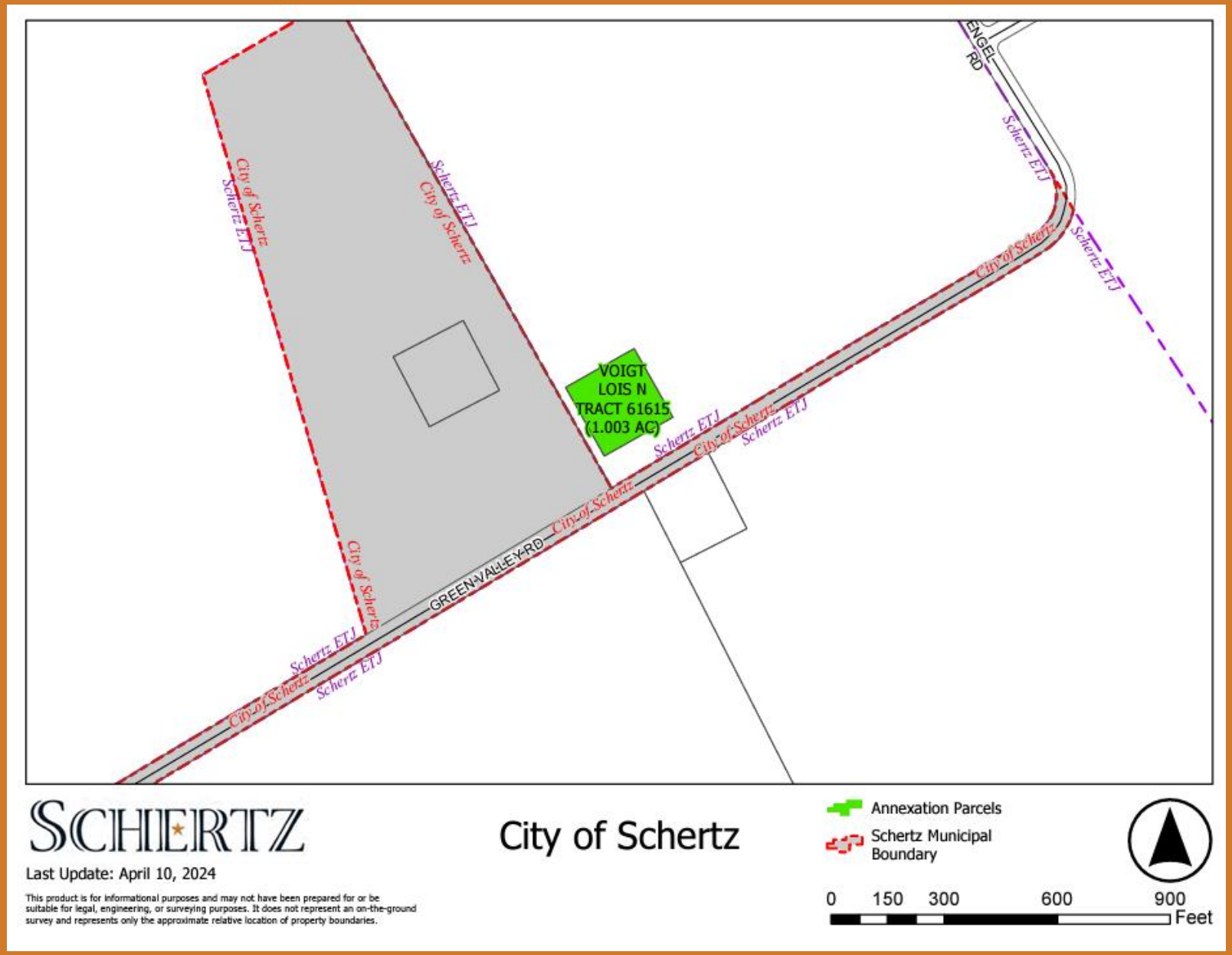
Guadalupe County | Ordinance 24-A-58



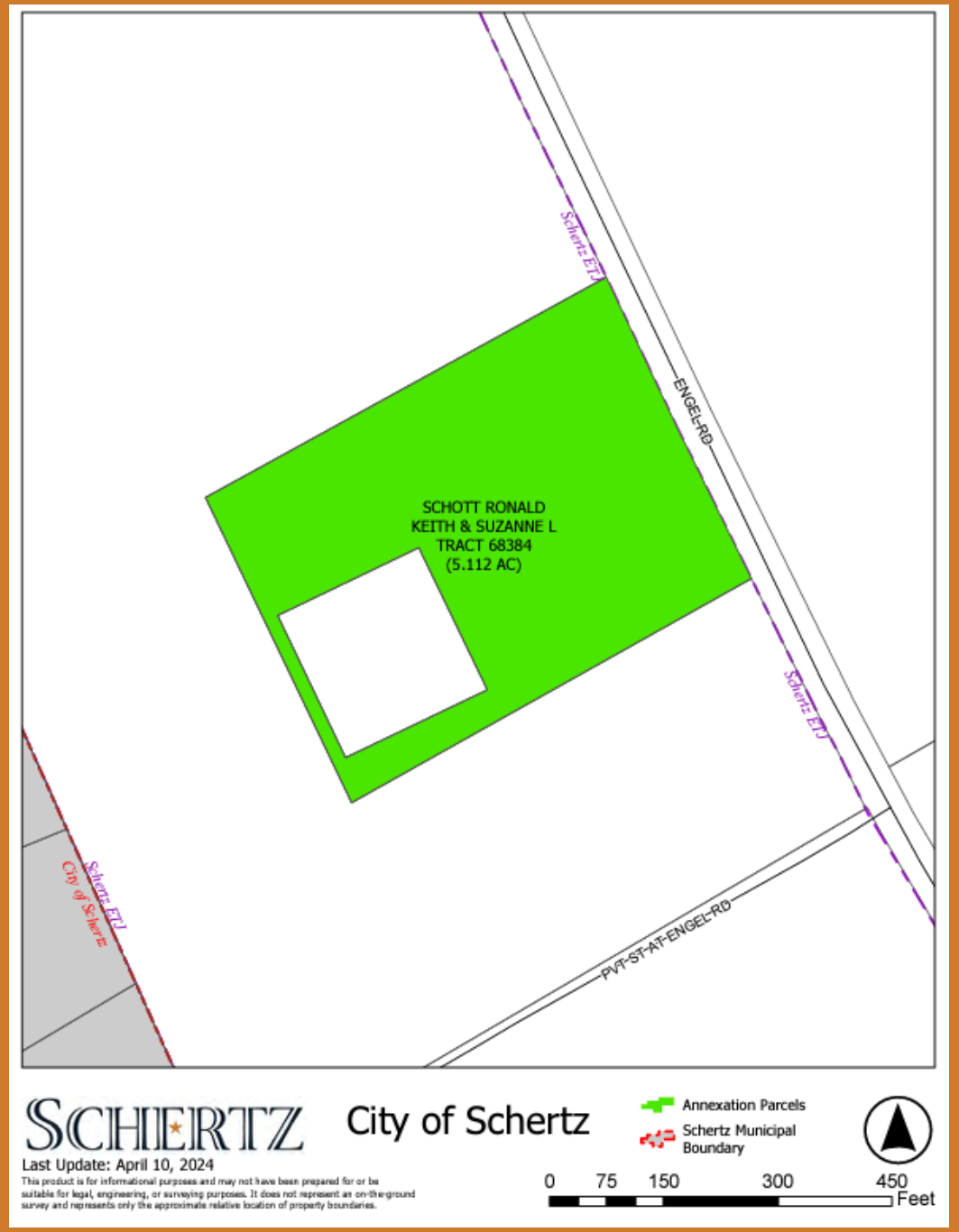
Guadalupe County | Ordinance 24-A-59



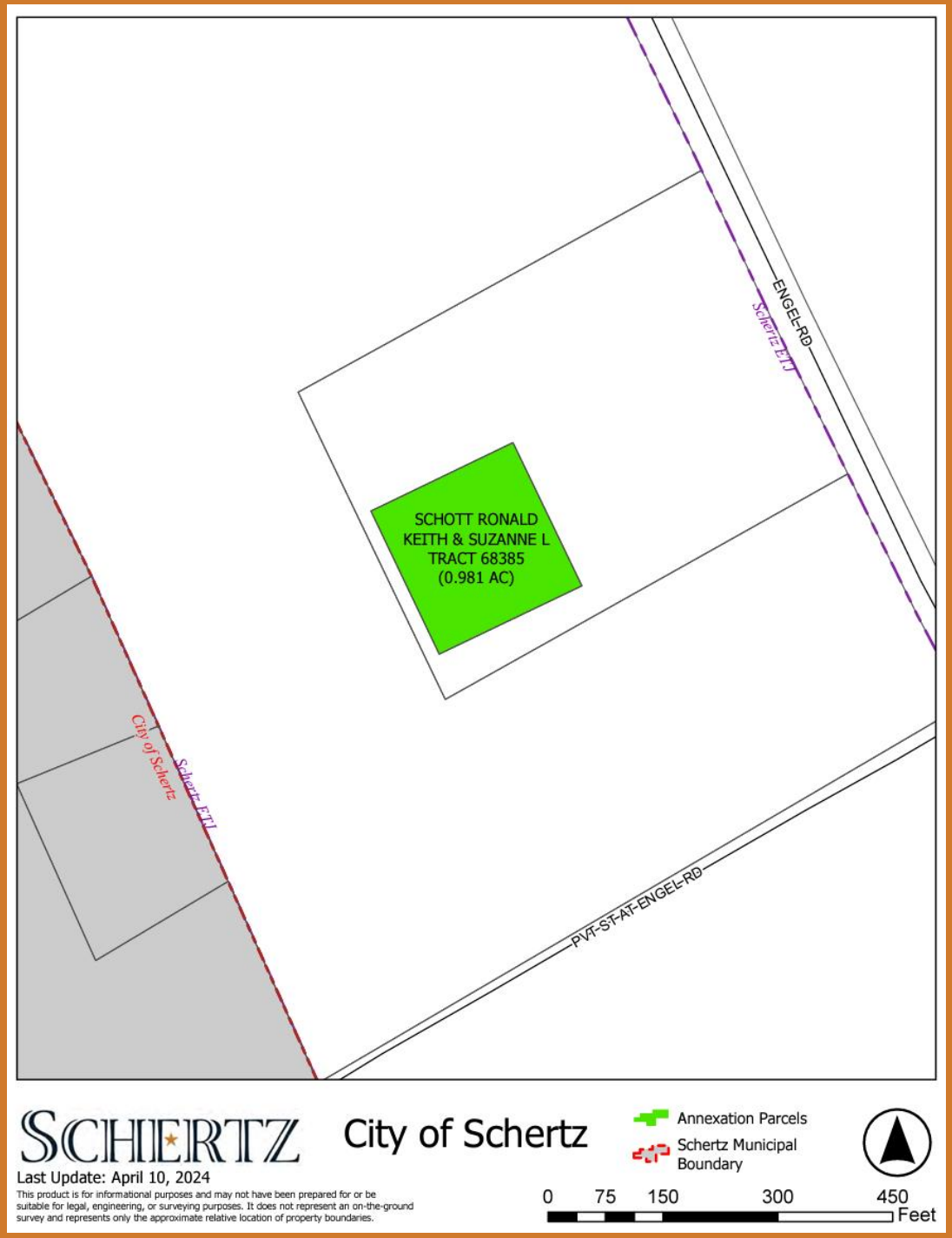
Guadalupe County | Ordinance 24-A-60



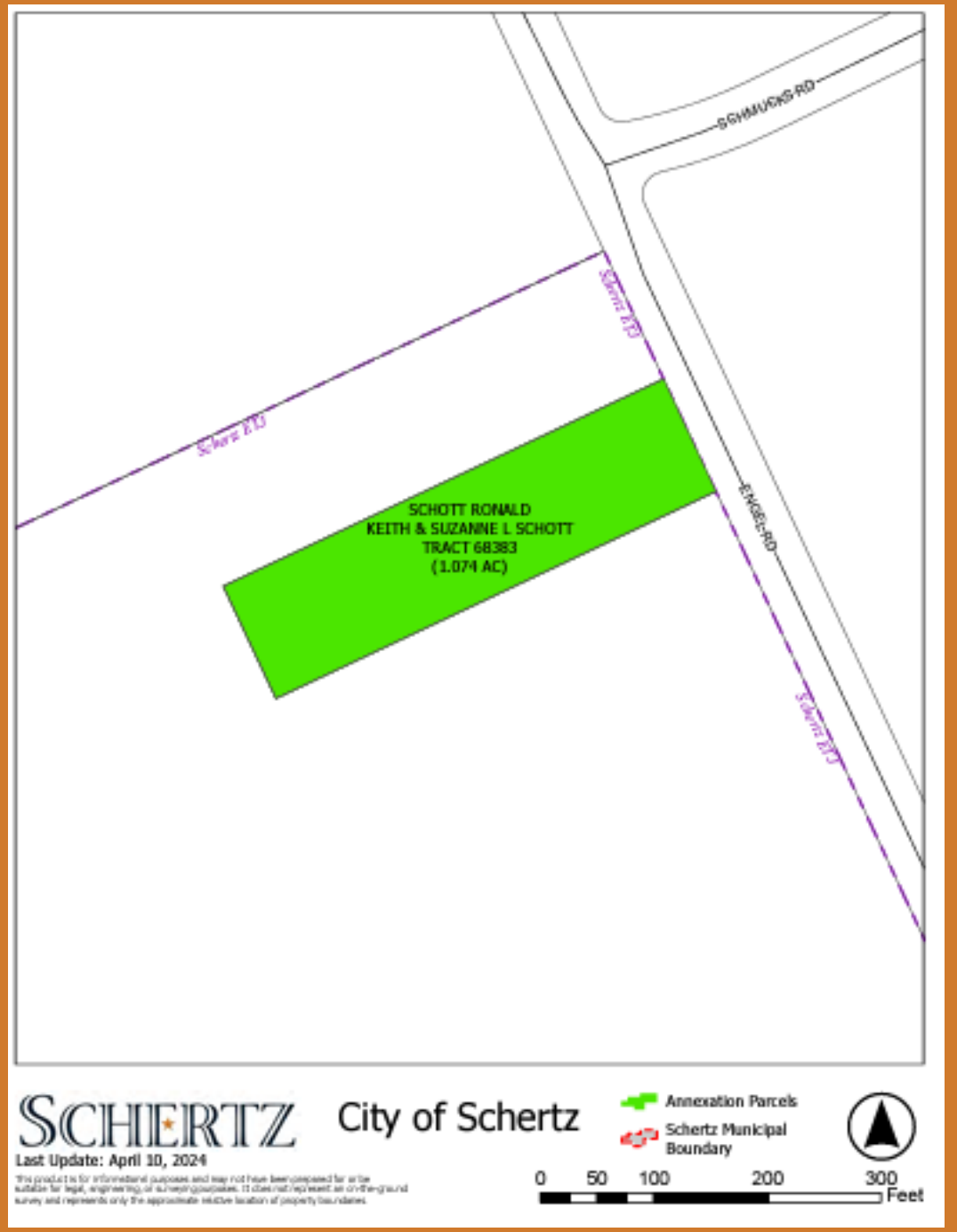
Guadalupe County | Ordinance 24-A-61



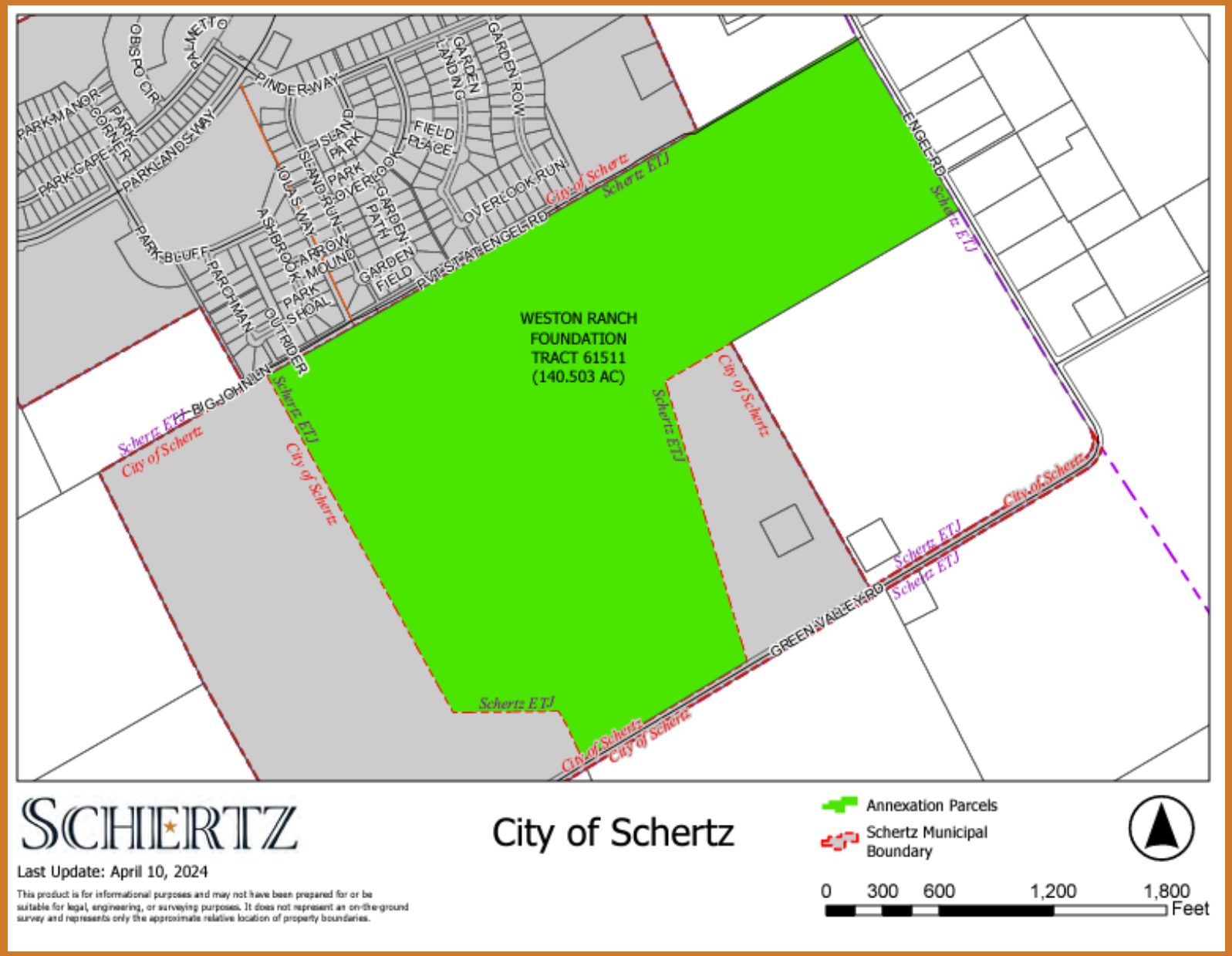
Guadalupe County | Ordinance 24-A-62



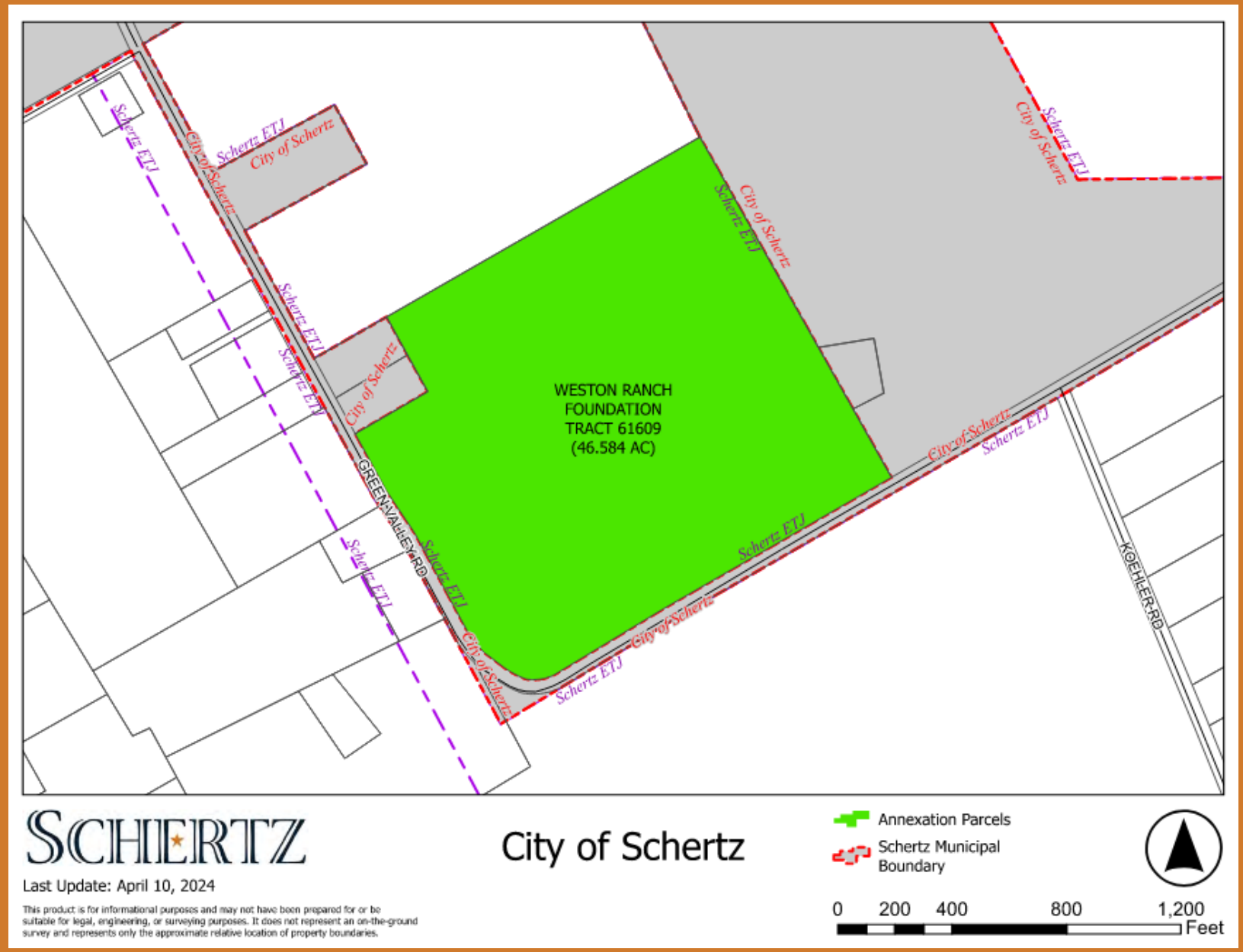
Guadalupe County | Ordinance 24-A-63

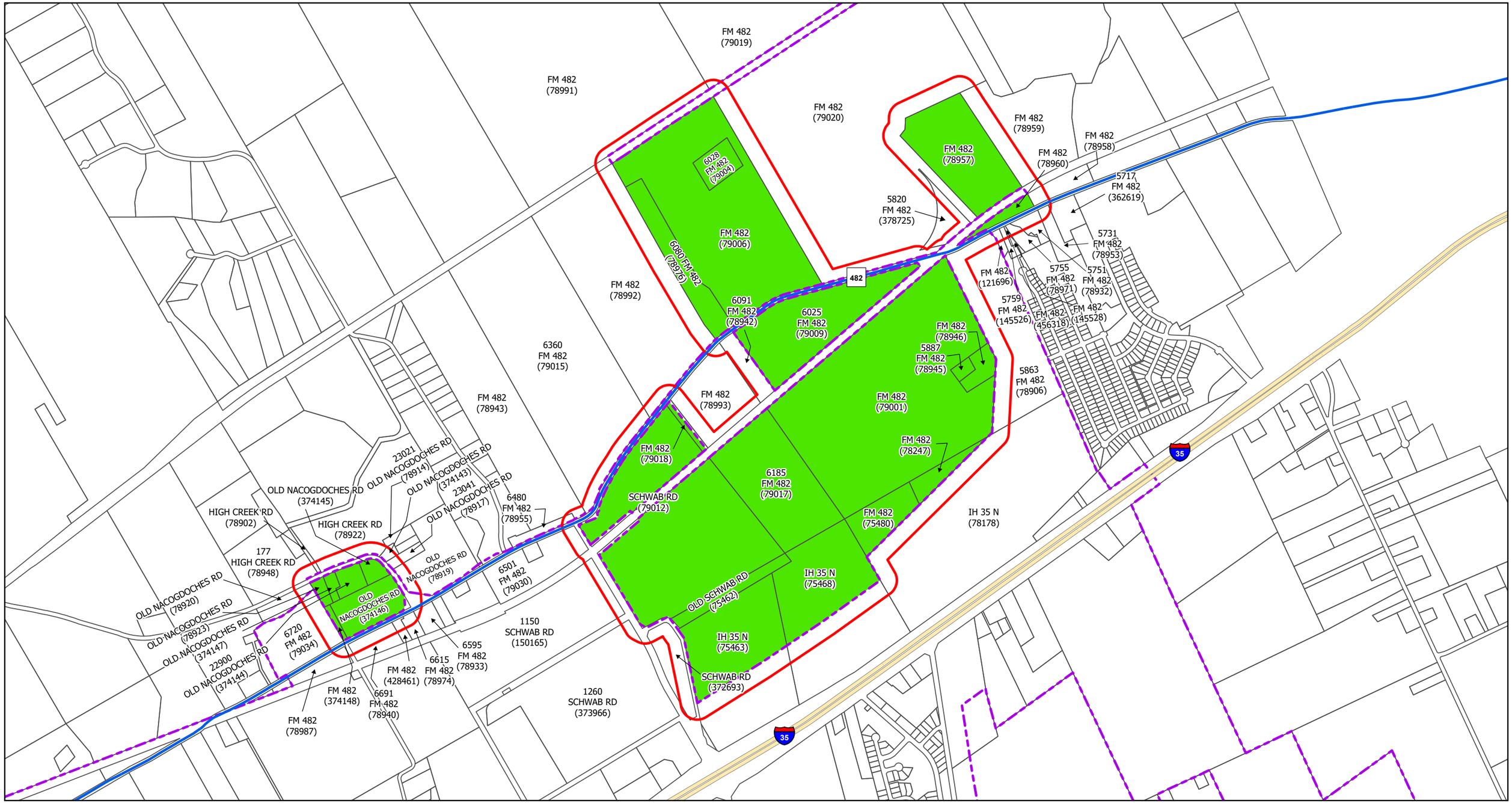


Guadalupe County | Ordinance 24-A-64



Guadalupe County | Ordinance 24-A-65





SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

Last update: April 3, 2024

City of Schertz, GIS Specialist: Bill Gardner, bgardner@schertz.com (210) 619-1185

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City of Schertz

2024 Annexations
Comal County
North of IH 35 N

200' Buffer
Municipal Boundary
Parcels
Annexation Parcels

N
W E
S

0 550 1,100 2,200 3,300 Feet



Key	Property ID	Address
1	168542	4741 PARKLANDS WAY
2	168463	4981 ECKHARDT RD
3	168453	5238 VILLAGE PARK
4	168454	5234 VILLAGE PARK
5	168455	5230 VILLAGE PARK
6	168456	5226 VILLAGE PARK
7	168457	5222 VILLAGE PARK
8	168458	5218 VILLAGE PARK
9	168459	5214 VILLAGE PARK
10	168508	4763 PARKLANDS WAY
11	168486	5205 NATURE PATH
12	168487	5209 NATURE PATH
13	168488	5213 NATURE PATH
14	168489	5217 NATURE PATH
15	168490	5221 NATURE PATH
16	168491	5225 NATURE PATH
17	168492	5229 NATURE PATH
18	168493	5233 NATURE PATH
19	168494	5237 NATURE PATH
20	168495	5241 NATURE PATH
21	168496	5245 NATURE PATH
22	168497	5249 NATURE PATH
23	168498	4801 PARK GLEN
24	168499	4805 PARK GLEN
25	168510	5210 NATURE PATH
26	168511	5216 NATURE PATH
27	168512	5222 NATURE PATH
28	168513	5226 NATURE PATH
29	168514	5230 NATURE PATH
30	168515	5234 NATURE PATH
31	168516	5238 NATURE PATH
32	168517	5242 NATURE PATH
33	185807	4877 PARK GLEN
34	185808	4881 PARK GLEN
35	185809	5150 PARNELL
36	192485	5146 PARNELL
37	185811	5142 PARNELL
38	185812	5138 PARNELL
39	185813	5134 PARNELL
40	185814	5130 PARNELL
41	185815	5126 PARNELL
42	185818	5135 PARNELL
43	185819	5139 PARNELL
44	185820	5143 PARNELL
45	185847	5154 PARNELL
46	168435	4651 ECKHARDT RD
47	168421	4905 ARROW RIDGE
48	168422	4901 ARROW RIDGE
49	168423	4904 ARROW RIDGE
50	168424	4908 ARROW RIDGE
51	168425	4912 ARROW RIDGE
52	185767	4915 VILLAGE PARK
53	185768	4911 VILLAGE PARK
54	185769	4907 VILLAGE PARK
55	185770	4903 VILLAGE PARK
56	185771	4902 VILLAGE PARK
57	185790	4906 VILLAGE PARK
58	185772	4908 VILLAGE PARK
59	185777	4842 PARK LEAF
60	185778	4846 PARK LEAF
61	185779	4850 PARK LEAF
62	185780	4851 PARK LEAF
63	185792	4847 PARK LEAF
64	185781	4843 PARK LEAF
65	185791	4855 PARK LEAF
66	168437	4846 PARKLANDS WAY
67	185872	4871 PARKLANDS WAY
68	185873	4874 PARK CAPE
69	185869	4878 PARK CAPE
70	185870	4882 PARK CAPE
71	185871	4886 PARK CAPE
72	185874	4890 PARK CAPE
73	185897	4900 PARK CAPE
74	185898	4904 PARK CAPE
75	193289	4187 ISLAND RUN
76	193290	5102 GARDEN FIELD
77	193304	5106 GARDEN FIELD
78	193291	5110 GARDEN FIELD
79	193292	5114 GARDEN FIELD
80	193293	5118 GARDEN FIELD
81	193294	5122 GARDEN FIELD
82	193295	5126 GARDEN FIELD
83	193296	4174 GARDEN PATH
84	193305	5208 PARK OVERLOOK

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

Last update: April 3, 2024

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City of Schertz

2024 Annexations
Guadalupe County &
Comal County South of IH 35 N

200' Buffer
Municipal Boundary
Parcels
Annexation Parcels

N
W E
S

0 550 1,100 2,200 3,300 Feet

Agenda No. 14.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**July 16, 2024**
Department:	**City Secretary**
Subject:	**Resolution 24-R-60 – Ordering the November 5, 2024, City of Schertz Joint General Election with Comal County, Bexar County and Guadalupe County and making a provision for the conduct of the election; authorizing contracts with the County Clerk of Comal County and the Election Administrators of Bexar and Guadalupe Counties to conduct this election and authorizing these elections to be held as Joint Elections. (Mayor/S.Edmondson)**

BACKGROUND

The City of Schertz will hold a Joint General Election on November 5, 2024, for the purpose of electing Councilmembers for Place 6 and Place 7 for a three-year term and making provision for the conduct of the election; authorizing the election to be held as a Joint Election; and authorizing the City Manager to enter into contracts with the County Clerk of Comal County and the Election Administrators of Bexar and Guadalupe Counties to conduct this election.

*We have not received the Bexar County MOU or draft contract for the General Election-November 5, 2024. The City of Schertz will be contracting with Bexar County Elections Office to assist with the November 5, 2024, General Election.

GOAL

To elect Councilmembers for Place 6 and Place 7.

COMMUNITY BENEFIT

Benefits of holding Joint Elections include:

- Cost savings - Entities share costs proportionately, thereby creating savings for each entity
- Enhance convenience for residents by providing multiple voting locations within all three counties
- Utilization of common Poll Locations/Vote Centers (Comal/Guadalupe/Bexar) for Early Voting and Election Day Voting.
- Utilization of common Voting Equipment
- Utilization of common Voting Clerks (Comal/Guadalupe/Bexar)

SUMMARY OF RECOMMENDED ACTION

Staff recommends approval of Resolution 24-R-60

FISCAL IMPACT

The fiscal impact is estimated to be $45,000.00 based on Nov 7, 2023, General Election and Run-off Election costs. This total includes a possible Run-Off Election estimated at $8,500.00.

RECOMMENDATION

Staff recommends approval of Resolution 24-R-60

Attachments

Resolution 24-R-60
Guadalupe draft Election contract
Guadalupe County-Schertz Contract
Guadalupe County Cost Estimate
Comal County draft Election Contract

NOTICE OF ELECTION

THE STATE OF TEXAS	§
COUNTIES OF GUADALUPE, COMAL	§
AND BEXAR	§
	§
THE CITY OF SCHERTZ	§

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TO THE RESIDENT, QUALIFIED VOTERS OF THE

CITY OF SCHERTZ, TEXAS

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TAKE NOTICE that an election will be held in the City of Schertz, Texas on November 5, 2024, in obedience to a Resolution duly entered by the City Council of the City of Schertz on July 16, 2024, which Resolution reads substantially as follows:

RESOLUTION NO. 24-R-60

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS, CALLING AN ELECTION TO BE HELD ON NOVEMBER 5, 2024 FOR THE PURPOSE OF ELECTING COUNCILMEMBERS FOR PLACE 6, AND PLACE 7 FOR A THREE YEAR TERM AND MAKING PROVISION FOR THE CONDUCT OF THE ELECTION; AUTHORIZING CONTRACTS WITH THE COUNTY CLERK OF COMAL COUNTY AND THE ELECTIONS ADMINISTRATORS OF BEXAR AND GUADALUPE COUNTIES TO CONDUCT THIS ELECTION; AUTHORIZING THE ELECTIONS TO BE HELD AS A JOINT ELECTION; RESOLVING OTHER MATTERS INCIDENT AND RELATED TO SUCH ELECTION; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, pursuant to Section 9.01(a) of the Home Rule Charter (the "**Charter**") of the City of Schertz, Texas (the "**City**"), the regular City election shall be held annually on the uniform election date in November, or at such other times as may be authorized or specified by State Law; and

WHEREAS, the terms of the offices of the Councilmembers for Place 6 and Place 7 will expire in November 5, 2024 and therefore, the City is required to conduct an election to elect council members for the new term; and

WHEREAS, the City Council hereby finds and determines that holding a joint election on November 5, 2024 with eligible political subdivisions in accordance with the provisions of Texas Election Code section 271.002 is in the best interest of the City; and

WHEREAS, the City Council finds and determines that contracting for election services with the Comal County Clerk and the Election Administrators for Bexar and Guadalupe County (collectively, the "**Elections Administrators**") to conduct this election is in the best interest of the City; and

WHEREAS, the City Council finds and determines that holding such an election as provided for herein in is the best interest of the health, safety and welfare of the City.

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

Section 1. An election shall be held on November 5, 2024, in and throughout the City, for the purpose of electing Councilmembers for Place 6 and Place 7 for a three-year term to expire November 2027.

Section 2. The City will hold a Joint General Election with the Schertz-Cibolo Universal City Independent School District (the "**District**"), the City of Cibolo, and other political subdivisions, as provided pursuant to the provisions of joint election agreements between Comal County, Bexar County, and Guadalupe County and the City of Schertz, adopted in accordance with the provisions of Section 271.002 of the Texas Election Code, as amended.

Section 3. At said Election, the candidate receiving the most votes for Councilmember Place 6 and Place 7 respectively, shall be declared elected for a term to expire in November 2027.

Section 4. Any candidate desiring to have his or her name on the Official Ballot for said General Election shall, no sooner than Saturday, July 20, 2024, and no later than Monday, August 19, 2024 at 5:00 p.m., file with the City Secretary an application in writing and in the form prescribed by the Texas Election Code requesting that his or her name be placed on the Official Ballot and declaring as a Candidate for Councilmember for either Place 6 or for Place 7. The name of all eligible candidates whose applications have been duly and timely filed shall be placed on the ballot pursuant to a drawing as provided by law.

Section 5. The election shall be held in accordance with, and shall be governed by, the election laws of the State of Texas, and conducted in accordance with the terms set forth in the Contracts for Election Services, attached hereto as **Exhibit A.**

Section 6. The City Secretary is hereby designated as the election officer for the City and is hereby authorized to perform all duties and take all actions as required pursuant to the Election Services or Joint Election Agreement and is further authorized to take any additional actions required by state law.

Section 7. The Early Voting Locations established for this election are designated on **Exhibit B.** A list of the City Election Precincts/Vote Centers and the polling places designated for each such election precinct are identified on **Exhibit C.**

Section 8. Polling on election day shall be held at the Vote Center Locations listed on **Exhibit C** on Tuesday, November 5, 2024, as prescribed by applicable law, and, the polls shall be open from 7:00 a.m. to 7:00 p.m.

Section 9. The Election Administrators are hereby designated as the Early Voting Clerks to conduct such early voting in the election in accordance with the provisions of the Texas Election Code. The main Early Voting places at which early voting shall be conducted for those living respectively are in Bexar, Comal, and Guadalupe Counties.

- Bobbie Koepp, Comal County Clerk, mailing address 396 N. Seguin Avenue, New Braunfels, Texas 78130, (830-221-1230) or koeppb@co.tx.us
- Jacquelyn Callanen, the Elections Administrator of Bexar County, mailing address 1103 S. Frio, Suite 100 San Antonio, Texas 78207, (210-335-8683) and https://www.bexar.org/1568/Elections-Department
- Lisa Hayes, the Elections Administrator of Guadalupe County, mailing address is 215 S. Milam Street Seguin, Texas 78155 or PO Box 1346, Seguin Texas 78156-1346, (830-303-6363) and https://www.co.guadalupe.tx.us/elections/

Section 10. Early voting shall be conducted from Monday, October 21, 2024, through Friday, November 1, 2024, with some exceptions of certain Saturdays, Sundays, and official State holidays. The locations and hours for the early voting are attached to this Resolution as

Section 11. The anticipated fiscal impact of conducting the election is currently estimated to be $45,633.00.

Section 12. All resident qualified voters of the City shall be permitted to vote at any of the Early Voting locations designated in Comal, Bexar, or Guadalupe County. On Election Day, such voters shall vote at any Polling Place/Vote Centers located in their designated election county (Comal, Bexar, and Guadalupe). The election shall be held and conducted in accordance with the provisions of the Texas Election Code, as amended, and as may be required by any other law. All election materials and proceedings shall be printed in both English and Spanish.

Section 13. A substantial copy of this Resolution shall serve as proper notice of the Election. The City Secretary shall post and publish the election notice as required by the Texas Election Code.

Section 14. The Council authorizes the City Manager, or his/her designee, to negotiate and enter into one or more joint election agreements with other governmental organizations in accordance with the provisions of the Texas Election Code in such form as shall be approved by the City Manager, or his/her designee.

Section 15. The Council authorizes the City Manager, or his/her designee, to negotiate and enter into contracts with the County Clerk and Elections Administrators to conduct the Election in accordance with the provisions of the Texas Election Code in such form as shall be approved by the City Manager, or his/her designee.

Section 16. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 17. All ordinances and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters ordered herein.

Section 18. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 19. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and this Council hereby declares that this Resolution would have been enacted without such invalid provision. The Council hereby authorizes the Mayor and the City Secretary of the City to make such technical modifications to this Resolution that are necessary for compliance with applicable Texas or Federal Law or to carry out the intent of this Council, as evidenced herein.

Section 20. All exhibits provided for herein are incorporated by reference.

Section 21. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

Section 22. This Resolution shall be in force and effect from and after its final passage and any publication required by law.

* * * *

PASSED, APPROVED, AND ADOPTED on this _____ day of _____, 2024.

City of Schertz, Texas

_____
Ralph Gutierrez, Mayor

ATEST:

_____
Sheila Edmondson, TRMC
City Secretary

JOINT ELECTION AGREEMENT AND ELECTION SERVICE CONTRACT
BETWEEN
GUADALUPE COUNTY, TEXAS
AND
CITY OF SCHERTZ, CITY OF CIBOLO, CITY OF NEW BERLIN, CITY OF MARION, CITY OF KINGSBURY, SCHERTZ-CIBOLO-UNIVERSAL CITY INDEPENDENT SCHOOL DISTRICT, NEW BRAUNFELS INDEPENDENT SCHOOL DISTIRICT, GREEN VALLEY SPECIAL UTILITY DISTRICT, CIBOLO CREEK MUNICIPAL AUTHORITY, CRYSTAL CLEAR SPECIAL UTILITY DISTRICT, GUADALUPE COUNTY GROUNDWATER CONSERVATION DISTRICT, MEADOWLAKE WATER CONTROL IMPROVEMENT DISTRICT NO. 1, GUADALUPE COUNTY MUNICIPAL UTILITY DISTRICT 6, and GUADALUPE COUNTY MUNICIPAL DISTRICT 10

FOR THE CONDUCT OF A JOINT ELECTION TO BE HELD
TUESDAY, NOVEMBER 5, 2024

This Joint Election Agreement and Election Service Contract is made this _____ day of _____, 2024, by and between Guadalupe County Elections Administrator, hereinafter referred to as "EA", and the City of Schertz, City of Cibolo, City of New Berlin, City of Marion, City of Kingsbury, Schertz-Cibolo-Universal City Independent School District, New Braunfels Independent School District, Green Valley Special Utility District, Cibolo Creek Municipal Authority, Crystal Clear Special Utility District, Guadalupe County Groundwater Conservation District, Meadow Lake Water Control and Improvement District No. 1, Guadalupe County Municipal Utility District No. 6, and Guadalupe County Municipal Utility District No. 10 hereinafter referred to as "Participating Authorities".

WHEREAS, pursuant to Texas Election Code Section 271.002, governing bodies of political subdivisions may enter into an agreement to hold joint elections in election precincts that can be served by common polling places.

WHEREAS, the State and County General and Special Elections will be held on November 5, 2024, in 32 Countywide Polling Places (Vote Centers). Parties to this agreement serve voters within some of the same boundaries and it would be beneficial for them and the citizens and voters of their governing bodies to hold elections jointly.

NOW, THEREFORE, IT IS AGREED that a joint election will be conducted by EA on behalf of the Participating Authorities under the following terms and conditions:

THIS AGREEMENT is subject to the written approval of all parties and shall not be binding on the parties until such written approval is obtained.

THIS AGREEMENT will require the EA to be appointed the Joint Early Voting Clerk.

THIS AGREEMENT will require the Participating Authorities to use joint ballots, when applicable.

THIS AGREEMENT requires the Participating Authorities to share costs associated with this Joint Election proportionally where polling places are shared by more than one entity.

THIS AGREEMENT requires the Participating Authorities to be responsible for ordering its own election and publishing notice of the elections separately. The cost to publish the notices will be the responsibility of each individual entity.

THIS AGREEMENT will require joint Early Voting and Election Day locations, dates, and times to be used by the Participating Authorities.

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THIS AGREEMENT will require the EA to tabulate the precinct results and canvassing separately for each Participating Authority. The results will be delivered to each entity by email, facsimile or mail.

THIS AGREEMENT will require the EA to be responsible for the safekeeping of election records for this joint election.

THIS AGREEMENT will require the EA to be responsible for performing the following duties and to furnish the following services and equipment pursuant to the election services contract with Guadalupe County:

1. Recommend election judges, alternate judges and clerks.
2. Pay election judges and other election workers.
3. Procure and distribute all necessary election supplies.
4. Supply all necessary voting equipment; transport equipment to and from the polling locations, and prepare the voting equipment for use at the polling locations.
5. Issue Writs of Election to the election judges appointed.
6. Perform early voting clerk duties.
7. Publish the legal notice of the date, time and place of the electronic tabulating equipment test and conduct such test and provide copies to entities.
8. Arrange for the use of a central counting station and for the tabulating personnel needed at the counting station and assist in the preparation of programs and the test materials for tabulation of the ballots to be used with electronic voting equipment.
9. Assist in providing the general overall supervision of the election and will provide to the Canvassing Authority the prescribed election records and reports as required when a central counting station is used:
    a. Canvassing Summary Report,
    b. Accumulated totals Report of early voting and Election Day, and
    c. Electronically submit results to the Secretary of State.

10. Voting System to be used:
    a. ExpressVote Ballot Marking Device and DS200 Digital Ballot Scanner for In-Person Voting, Early and Election Day
    b. ExpressTouch DRE for Curbside Voting, for In-person Voting, Early and Election Day
    c. DS450 Ballot Digital Ballot Scanner for mail ballot tabulation at the Central Counting Station

GENERAL CONDITIONS

1. EARLY VOTING

A. Lisa Hayes, Elections Administrator, will be appointed as early voting clerk in compliance with Sections 271.006 of the Texas Election Code. Other deputy early voting clerks will be appointed as needed to process early voting mail and to conduct early voting at the main location and branch locations. The names of Early Voting Clerks may be obtained from the EA.

B. Any qualified voter for the Joint Election may vote early by personal appearance at either the main early voting polling place or the branch early voting polling places at the times listed in **Attachment "A"** of this Agreement.

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C. All requests for Early Voting ballots by mail that are received by participating authority will be transported by runner on the day of receipt to the EA, 215 S. Milam St., Seguin, TX 78155, for processing. Persons voting by mail will send their voted ballots to EA.

D. All early voting ballots will be prepared for counting by an Early Voting Ballot Board appointed in accordance with Section 87.001 of the Texas Election Code. EA will appoint members of the board and provide a list of members to the participating authority upon request. Participating authority agrees to appoint Edith Lange as presiding judge of the early voting ballot board.

2. VOTING LOCATIONS

A. Guadalupe County has been approved to use Vote Centers for the November 7, 2023 Election, allowing Guadalupe County registered voters to vote at any Guadalupe County Election Day Voting Location, regardless of the precinct in which they reside.

EA shall select and arrange for the use of and payment for all Election Day voting locations. Voting locations will be the usual voting precincts in conducting county elections. The proposed locations are listed in **Attachment ''B"** of this Agreement. In the event a voting location is not available, the EA will arrange for use of an alternate location and notify Participating Authorities.

3. JOINT ELECTION COSTS: PAYMENT

A. Costs. Each Participating Authority remains responsible for all costs associated with their respective elections.

B. Cancellation. In the event any of the parties to this Agreement cancel their election because of unopposed candidates under Subchapter C of Title I of the Texas Election Code, the remaining parties shall be responsible for their respective elections, including all associated costs. The canceling party(s) shall be responsible for its respective share of election expenses incurred through the date that the election is canceled as allocated to that Participating Authority. In that event that a party cancels its election, the other parties shall continue to have access to the polling locations.
If an election is to be canceled by one of the parties, notice will be given to all parties within two (2) days of cancellation.

4. GENERAL PROVISIONS

A. Communication: Throughout the term of this Agreement, the Participating Authorities will engage in ongoing communications concerning the conduct of the Joint Election and discuss and resolves any problems which might arise regarding the Joint Election.

B. Effective Date: This Agreement takes effect upon the complete execution of this Agreement by all Participating Authorities.

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C. To the extent the geographical boundaries of the political subdivision extend into a county other than Guadalupe County, Texas, the obligations of the EA contained in this contract are contingent upon the political subdivision and/or the other county complying with all state or federal requirements for the establishment of polling locations. With respect to election services for the political subdivision provided by the EA relative to polling locations outside of Guadalupe County, Texas, the EA's obligations herein are limited strictly to providing election services for the political subdivision who is a signatory to this agreement.

5. RECORDS OF THE ELECTION

A. Lisa Hayes, Elections Administrator, is hereby appointed general custodian of the voted ballots and all records of the Joint Election as authorized by Section 217.010 of the Texas Election Code.

B. Access to the election records will be available to participating authority as well as to the public in accordance with the Texas Public Information act, Chapter 552, Government Code, at the Elections Department, 215 S. Milam St., Seguin, TX, at any time during normal business hours.

C. Records of the election will be retained and disposed of in accordance with the records retention schedules which may have been adopted by each participating authority, and in accordance with the provisions of Title 6, Subtitle C, Chapter's 201 through 205, Texas Local Government Code, including the minimum retention requirements established by the Texas State Library and Archives Commission. If records of the election are involved in any pending election contest, investigation, litigation, or Texas Public Information Act, EA shall maintain the records until final resolution or until final judgment, whichever is applicable. It is the responsibility of the participating authority to bring to the attention of the EA any notice of any pending election contest, investigation, litigation, or Texas Public Information Act request which may be filed with a participating authority.

D. Upon request to maintain records beyond eligibility for preservation according with Section 66.058 of the Texas Election Code, EA shall supply a written cost estimate for storage to requesting participant.

6. MISCELLANEOUS PROVISIONS

A. Venue and Choice of Law: Participating Authorities agree that venue for any dispute arising under this Agreement will lie in the appropriate courts of Guadalupe County, Texas. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas and the United States of America.

B. Entire Agreement: This Agreement contains the entire agreement of the parties relating to the rights herein granted and the obligations herein assumed and supersede all prior agreements, including prior election services contracts relating to each Participating Authority's November 7, 2023 election. Any prior agreements, promises, negotiations, or representations not expressly contained in this Agreement are of no force and effect. Any oral representations or modifications concerning this Agreement shall be of no force or effect, excepting a subsequent modification in writing as provided herein.

C. Severability: If any provision of this Agreement is found to be invalid, illegal or unenforceable by a court of competent jurisdiction, such invalidity, illegality or unenforceability shall not affect the remaining provisions of this Agreement; and, parties to this Agreement shall perform their obligations under this Agreement in accordance with the intent of the parties to this Agreement as expressed in the terms and provisions of this Agreement.

D. Breach: In the event that any Participating Authority breaches any of its obligations under this Agreement, the non-breaching party(s) shall be entitled to pursue any and all rights and remedies allowed by law. Nothing in this Agreement shall be construed as a waiver of any immunity or defense to which any Participating Authority is entitled under statutory or common law.

E. Other Instruments: The Participating Authorities agree that they will execute other and further instruments or any documents as may become necessary or convenient to effectuate and carry out the purposes of this Agreement.

F. Mediation: When mediation is acceptable to all parties in resolving a dispute arising under this Agreement, the parties agree to use a mutually agreed upon mediator, or a person appointed by a court of competent jurisdiction, for mediation as described in Section 154.023 of the Texas Civil Practice and Remedies Code. Unless all parties are satisfied with the result of the mediation, the mediation will not constitute a final and binding resolution of the dispute. All communications within the scope of the mediation shall remain confidential as described in Section 154.023 of the Texas Civil Practice and Remedies Code, unless all parties agree, in writing, to waive the confidentiality. Notwithstanding the foregoing the parties intend to fully comply with the Texas Open Meetings Act and the Texas Public Information Act, whenever applicable. The term "confidential" as used in this Agreement has the same meaning as defined and construed under the Texas Public Information Act and the Texas Open Meetings Act.

G. Amendment/Modification: Except as otherwise provided, this Agreement may not be amended, modified, or changed in any respect whatsoever, except by a further Agreement in writing, duly executed by the parties hereto. No official, representative, agent, or employee of any Participating Authority has any authority to modify this Agreement except pursuant to such expressed authorization as may be granted by the governing body of the respective Participating Authority.

H. Counterparts: This Agreement may be executed in multiple counterparts, all of which shall be deemed originals and with the same effect as if all parties hereto had signed the same document. All of such counterparts shall be construed together and shall constitute one and the same Agreement.

7. ELECTION JUDGES, CLERKS AND OTHER ELECTION WORKERS

A. EA will be responsible for the appointment of the presiding judge and an alternate for each polling location. EA shall arrange for the training and compensation of all presiding judges and clerks. The names of Elections Judges may be obtained by contacting the EA.

B. In compliance with the Federal Voting Rights Act of 1965, as amended, precincts containing more than 5% Hispanic population, according to the 2010 census statistics, are required to have interpreter assistance. If a presiding judge is not bilingual and is unable to locate a bilingual clerk, EA may contact the participating authority who shall assist in locating a bilingual clerk.

C. EA is responsible for notifying all election judges of the eligibility requirements of Subchapter C of Chapter 32 of the Texas Election Code, and will take the necessary steps to insure that all election Judges appointed for the joint election are eligible to serve. The presiding judge, with the Elections Office assistance, will be responsible for insuring the eligibility of each appointed clerk hired to assist the judge in the conduct of the election.

D. EA will hold training classes on the use of voting equipment and election laws at the Guadalupe County Elections Office, 215 S. Milam Street, Seguin, TX. Between September 11th, 2023 and October 20th, 2023. Additional training classes may be scheduled as needed. Election judges will

be notified of additional training sessions. No election judges will be appointed unless he/she has attended an election judge training session taught by the Elections Office in the past eighteen (18) months.

E. The election judges are responsible for picking up election supplies at the time and place determined by EA (which will be set forth in the election judge letter requesting service for this election). Each election judge will receive $12.00 per hour and each clerk will receive $10.00 per hour for their hours worked on Election Day. The election judge will receive an additional $25.00 for picking up the election supplies prior to Election Day and for delivering election returns and supplies to their designated regional drop off site Election. Election judges and clerks attending a training class on Election Law Procedures will receive a one-time stipend of $20.00 for attending the class and working Election Day.

F. EA will employ other personnel, if necessary, for the proper administration of the election, including such part-time help to prepare for the election, to ensure the timely delivery of supplies and equipment during the period of early voting and on Election Day, and for the efficient tabulation of ballots at the central counting station. Part-time personnel working in support of the central counting station and regional sites on election night will receive pay for at least four hours, minimum call for service, regardless of the actual hours worked.

8. SUPPLIES AND PRINTING

A. EA will arrange for all election supplies and election printing, including, but not limited to, all forms, signs and other materials used by the election judges at the voting locations.

B. EA will provide maps, if necessary, instructions and other information needed to enable the election judges to conduct a proper election.

C. Participating authorities shall furnish to EA a list of candidates and/or propositions showing the order and the exact manner in which their candidate names and/or propositions are to appear on the official ballot in both English and Spanish. The list will be delivered to EA as soon as possible after ballot positions have been determined by the participating authority. Participating authority will be responsible for proofreading and approving the ballot in so far as it pertains to the authority's candidates and/or propositions.

9. RETURNS OF ELECTIONS

A. EA will be responsible for establishing and operating the central counting station to receive and tabulate the voted ballots in accordance with the provisions of the Texas Election Code and of this agreement.

B. Participating authority hereby, in accordance with Section 127.002, 127.003 and 127.005 of the Texas Election Code, appoint the following central counting station officials.

Manager	Lisa Hayes Guadalupe County Elections Administrator
Tabulating Supervisor	Missy Doss Guadalupe County Assistant Elections Administrator
Presiding Judge	Lisa Hayes Guadalupe County Elections Administrator

C. The manager or representative will deliver timely cumulative reports of the election results as precincts are tabulated. The manager will be responsible for releasing cumulative totals and precinct returns from the election to the joint participants, candidates, press, and general public by distribution of hard copies or electronic transmittals (where accessible). Participating authority, upon request, may require release of returns be given only at a specified location other than from the result center. Participating entity's that would like the Guadalupe County Elections Office web-site linked to their website, must provide their web-site address to the Central Counting Station Manager.

D. EA will prepare the unofficial canvass report after all precincts have been counted, and will deliver a copy of the unofficial canvass to each participating authority as soon as possible after all returns and provisional ballots have been tabulated, but in no event later than eight (8) days after the election. Participating authority will be responsible for their official canvass of their respective elections.

E. EA will be responsible for conducting the post-election manual recount, unless a waiver is given from the Secretary of State in accordance with Section 127.201 of the Texas Election Code. Notification and copies of the recount, if waiver is denied, will be provided to each participating authority and the Secretary of State's Office. Each political subdivision must notify the Elections Office if waiver has been granted or denied twenty (20) days before the election.

10. ELECTION EXPENSES

A. The participating authorities agree to share the costs of administering the November 7, 2023 Joint Election. A general supervisory fee not to exceed 10% of the total cost of the election shall be assessed as authorized by the Texas Election Code, Sec. 31.100. Allocation of costs for the entire election, unless specifically stated otherwise, will be shared between the participating authorities based on a ratio formula involving the total number of registered voters eligible to vote in the Joint Election and the number of registered voters belonging to the participating authorities for the Joint Election. The participating authorities will be responsible for their percentage of the cost or a minimum cost of $500.00, whichever is greater. A sample of the estimated ratio is included in **Attachment ''C"** of this Agreement and this percentage is subject to change based on total eligible registered voters for the election and the entities participating in the Joint Election. **The cost of any special request from a participant, which is not agreed upon by all authorities, shall be borne by that participant.**

B. Any estimate of election costs is strictly an estimate. Final election expenses will be determined within 120 business days after the election. EA will provide each participating authority with a final invoice of expenses.

11. ELECTION REPORTS

EA will be responsible for ensuring the delivery of the reports titled Early Voting Daily Vote Totals and Daily Early Voter Listing (Alphabetical by precinct) to each participating authority each day of Early Voting for the previous day's voting activity. On the day after the conclusion of Early Voting, a Daily Early Voter Listing by precinct report inclusive of all days of Early Voting is to be delivered to each participating authority. When possible, the Early Voters' reports will be delivered by electronic means via e-mail, facsimile, or website.

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12. RUNOFF ELECTION

In the event a runoff is necessary, the agreement will automatically be extended to cover the runoff. The EA will provide the designated entity in the runoff election with an estimate of cost to conduct participating authority's runoff.

13. NOTICE

Whenever this agreement requires any consent, approval notice, request or demand, it must be in writing to be effective and shall be delivered to the party intended to receive it was shown below:

If to the Elections Administrator:
Lisa Hayes
Guadalupe County Elections Administrator
215 S. Milam St.
Seguin, TX 78155
830-303-6363

If to the Participating Authority:
Sheila Edmondson, City Secretary
City of Schertz
1400 Schertz Parkway
Schertz, TX 78154

14. This contract may be executed in multiple originals.

NOVEMBER 5, 2024 JOINT AGREEMENT ACCEPTANCE AND APPROVAL

Recommended for approval by:

_____
LISA HAYES
Guadalupe County Elections Administrator

ACCEPTED AND AGREED TO BY CITY OF SCHERTZ:

_____
STEVE WILLIAMS
City Manager

ATTEST:

_____
SHEILA EDMONDSON
City Secretary

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Attachment "A"

NOVEMBER 5, 2024
(5 DE NOVIEMBRE, 2024)

GENERAL AND SPECIAL ELECTIONS
(ELECCION GENERALES Y ESPECIALES)

Early Voting Dates and Hours
(Fechas y Horarios de Votación Anticipada)

Monday, October 21st through Friday, October 25th, 2024……8:00 a.m. to 5:00 p.m.
Lunes, 21 de Octubre hasta el Viernes, 25 de Octubre de 2024……8:00 de la mañana a las 5:00 de la tarde
Saturday, October 26th, 2024……7:00 a.m. to 7:00 p.m.
Sabado, 26 de Octubre de 2024……7:00 de la mañana a las 7:00 de la tarde
Sunday, October 27th, 2024……12:00 p.m. to 6:00 p.m.
Domingo, 27 de Octubre de 2024……12:00 de la tarde a las 6:00 de la tarde
Monday, October 28th through Friday, November 1st, 2024……7:00 a.m. to 7:00 p.m.
Lunes, 28 de Octubre de 2024 hasta el Viernes, 1 de Noviembre de 2024……7:00 de la mañana a las 7:00 de la tarde

Main Early Voting Polling Location
(Lugar Principal de Votación Anticipada)
SEGUIN ELECTIONS OFFICE
215 S. Milam St., Seguin, TX 78155
830-303-6363

Emergency and Limited ballots available only at the main location. *(Boletas limitadas y de emergencia solamente están disponibles en este lugar.)*

Locations of Branch Early Voting Polling Locations
(Lugar de las Sucursales de Votación para la Votación Anticipada)

CIBOLO FIRE STATION #2	3864 Cibolo Valley Dr., Cibolo, TX 78108
***FRIEDENS CHURCH**	2555 Friedens Church Rd., Seguin, TX 78155
***CALVARY BAPTIST CHURCH**	177 W. Klein Rd., New Braunfels, TX 78130
NEW BERLIN CITY HALL	9180 FM 775, New Berlin, TX
***SCHERTZ COMMUNITY CENTER**	1400 Schertz Parkway, Schertz, TX 78154

Applications for Ballot by Mail shall be mailed to: *(Las solicitudes para boletas que se votaran adelantada por correo deberan enviarse a:)* Lisa Hayes, Early Voting Clerk, 215 S. Milam St, Seguin, Texas 78155 or P. O. Box 1346, Seguin, TX 78156-1346. earlyvotingclerk@co.guadalupe.tx.us
Applications for Ballots by Mail must be received no later than the close of business on October 25, 2024. *(Las solicitudes para boletas que se votaran adelantada por correo deberan recibirse para el fin de las horas de negocio el 25 de Octubre 2024.*

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**Early Voting Location Change*

Attachment "B"

GENERAL ELECTION
November 5, 2024
Election Day Polling Locations
Polls Open from 7:00 a.m. to 7:00 p.m.

Guadalupe County will be using Vote Centers for the November 5, 2024 Elections. Any Guadalupe County registered voter can vote at any Guadalupe County Election Day Location, regardless of the precinct in which they reside.

VC #1	**McQueeney Lions Club** , 3211 FM 78, McQueeney
VC #2	**New Life Fellowship** 16489 S. State Hwy 123, Seguin
VC #3	**Seguin ISD Admin Bldg.,** 1221 E. Kingsbury, Seguin
VC #4	**Forest Hills Baptist Church**, 8251 FM 1117, Seguin
VC #5	**Justice of the Peace Court, Pct 1**, **Justice of the Peace Court, Pct 1**, 2405 E. US Hwy 90, Seguin
VC #6	**Kingsbury United Methodist Church**, 7035 FM 2438, Kingsbury
VC #7	**Brick and Blossom Event Center** 10020 FM 621, Staples
VC #8	**Maranatha Fellowship Hall**, 2356 S. Hwy. 80, Luling
VC #9	**TLU Alumni Student Center, Conference Rooms A/B,** 1109 University St., Seguin
VC #10	**Calvary Baptist Church**, 177 W. Klein Rd., New Braunfels **(Previously Redemptive Grace Ministries)**
VC #11	**McQueeney VFW Post 9213**, 275 Gallagher, McQueeney
VC #12	**Columbus Club of Seguin**, 1015 S. Austin Street, Seguin
VC #13	**Our Lady of Guadalupe Church Annex**, 730 N. Guadalupe St. Seguin
VC #15	**American Legion Hall**, 618 E. Kingsbury, Seguin
VC #16	**Geronimo Community Center**, 280 Navarro Dr, Geronimo
VC #17	**St. Joseph's Mission** , 5093 Redwood Rd., San Marcos
VC #18	**The Silver Center**, 510 E. Court St., Seguin
VC #19	**Friedens Church**, 2555 Friedens Church Rd,, New Braunfels **(Previously CTTC)**
VC #20	**The Cross Church**, 814 N. Bauer, Seguin
VC #21	**Santa Clara City Hall**, 1653 N. Santa Clara Rd., Santa Clara
VC #22	**Marion Dolford Learning Center**, 200 W. Schlather Lane, Cibolo
VC #24	**Schertz United Methodist Church**, 3460 Roy Richard Dr., Schertz
VC #25	**Selma City Hall**, 9375 Corporate Dr., Selma
VC #26	**Crosspointe Fellowship Church,** 2600 Roy Richard Drive, Schertz
VC #27	**Immaculate Conception Catholic Church**, 212 N. Barnett St., Marion
VC #28	**Schertz Community Center**, 1400 Schertz Parkway, Schertz
VC #29	**Guadalupe County Services Center,** 1052 FM 78, Schertz
VC #30	**Schertz Community Center North**, 3501 Morning Dr., Cibolo
VC #32	**New Berlin City Hall,** 9180 FM 775, New Berlin
VC #33	**NBISD Transportation Bldg,** 2621 Klein Way, New Braunfels
VC #34	**Cibolo Fire Station #2**, 3864 Cibolo Valley Drive, Cibolo
VC #35	**Living Waters Worship Center**, 3325 N. State Hwy 46, Seguin

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Attachment "C"

November 5, 2024
Joint Election *Estimated* Entity Percentage
based on July voter registration numbers

Entity	Reg Voters	% Share
Guadalupe County	**119,209**	36.11%
City of Schertz	**24,440**	7.40%
Cibolo	**23601**	7.15%
City of New Berlin	**683**	0.21%
CCSUD	**6319**	1.91%
City of Marion	**734**	0.22%
Green Valley SUD	**25,788**	7.81%
CCMA	**51,786**	15.69%
GC MUD 6	**1**	0.00%
GC MUD 10	**1**	0.00%
SCUC ISD	**50679**	15.35%
New Braunfels ISD	**14204**	4.30%
Meadowlake WCID	**283**	0.09%
City of Kingsbury	**242**	0.07%
GCGCD 3-3792, 4-4697, 6-3671	**12,160**	3.68%
Total	**330,130**	100.00%

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THE STATE OF TEXAS }
}
COUNTY OF GUADALUPE}

CONTRACT FOR ELECTION SERVICES

THIS CONTRACT made by and between the Elections Administrator of Guadalupe County, Texas ("Elections Administrator") and the City of Schertz, Texas, hereinafter referred to as "Political Subdivision," pursuant to Texas Election Code Sections 31.092(a) for an election to be held on November 5,2024.

Said Political Subdivision is holding a General Election, at their expense on November 5, 2024.
The County owns an electronic voting system, the Express Vote Universal Voting System for Early Voting, Election Day voting, and Early Voting by Mail, which has been duly approved by the Secretary of State pursuant to Texas Election Code Chapter 122 as amended and is compliant with the accessibility requirements set forth by Texas Election Code Section 61.012. Political Subdivision desires to use the County's electronic voting system and to compensate the County for such use.

NOW THEREFORE, in consideration of the mutual covenants, agreements, and benefits to the parties, **IT IS AGREED** as follows:

GENERAL PROVISIONS

A. The purpose of this Contract is to maintain consistency and accessibility in voting practices, polling places, and election procedures to best assist the voters. For purposes of this Contract the term "Election" will include any resulting recount or election contest. It will also apply to any election to resolve a tie.

B. The Elections Administrator of Guadalupe County shall coordinate, supervise, and handle all aspects of administering the Election as provided in this Contract. The Political Subdivision agrees to pay Guadalupe County for equipment, supplies, services, and administrative costs as provided in this Contract.

C. The Elections Administrator shall serve as the administrator for the Election; however, the Political Subdivision shall remain responsible for the decisions and actions of its officers necessary for the lawful conduct of its election. The Elections Administrator shall provide advisory services in connection with decisions to be made and actions to be taken by the officers of the Political Subdivision.

D. The Elections Administrator has the right to enter into agreements with other entities at any time and may require that authorities of the Political Entity holding elections on the same day in all or part of the same territory to enter into a joint election agreement as authorized in Chapter 271 of the Texas Election Code. The Political Subdivision agrees to enter into a joint election agreement required by Guadalupe County.

I. **RESPONSIBILITES OF ELECTIONS ADMINISTRATOR.** The Elections Administrator shall be responsible for performing the following services and furnishing the following material and equipment in connection with the Election:

A. **Nomination of Presiding Judges and Alternate Judges**. The Elections Administrator shall recommend appointment of Election Day presiding and alternate judges, central accumulation

station judges, and the Early Voting Ballot Board (EVBB) presiding judge, all of whom shall meet the eligibility requirements in Subchapter C of Chapter 32 of the Texas Election Code.

B. Notification to Presiding and Alternate Judges; Appointment of Clerks.

1. The Elections Administrator shall notify each presiding and alternate judge of his or her appointment. The notification will also include the assigned polling station, the date of the election training(s), the date and time of the Election, the rate of compensation, the number of clerks the judge may appoint, the eligibility requirements for Election workers, and the name of the presiding or alternate judge as appropriate.

2. The election judge will make the clerk appointments in consultation with the Elections Administrator. If a presiding judge or the alternate judge does not speak both English and Spanish, and the election precinct is one subject to Section 272.002 and 272.009 of the Texas Election Code, the Elections Administrator shall ensure that a bilingual election clerk is appointed. The Elections Administrator shall notify the clerks of the same information that the judges receive under this section.

C. **Election Training**. The Elections Administrator shall be responsible for conducting Election training for the presiding judges, alternate judges, clerks, and early voting deputies in the operation and troubleshooting of the voting system and the conduct of elections, including qualifying voters, issuing ballots, maintaining order at the polling location, and conducting provisional voting.

D. **Logic and Accuracy Testing**. In advance of Early Voting (including the sending of any mail ballots), the Elections Administrator, the tabulation supervisor, and the other members the Elections Administrator designates for the testing board shall conduct all logic and accuracy testing in accordance with the procedures set forth by the Texas Election Code and under guidelines provided by the Secretary of State's office. The Elections Administrator shall also be responsible for the publication of the required notice of such testing.

E. **Election Supplies**. The Elections Administrator shall procure, prepare, and distribute to the presiding judges for use at the polling locations on Election Day (and to the Early Voting clerks during Early Voting) the following Election supplies: election and early voting kits (including the appropriate envelopes, lists, forms, name tags, posters, and signage described in Chapters 51, 61, and 62, and subchapter B of chapter 66 of the Texas Election Code) seals, sample ballots, thermal paper rolls, batteries for use in the voting system equipment, supplies for the electronic poll books, and all consumable type office supplies necessary to hold an Election.

F. **Registered Voters List**. The Elections Administrator shall provide lists of registered voters required by law for use on Election Day and for the Early Voting period.

G. **Notice of Previous Polling Place**. The Elections Administrator shall post notices of a change in a polling place at the entrance to the previous polling location. Section 43.062 of the Texas Election Code provides that the notice shall state the location has changed and give the location of the new polling place.

H. **Ballots**. The Elections Administrator or designee shall be responsible for the preparation, printing, programming and distribution of English and Spanish ballots and sample ballots, including the mail ballots, based on the information provided by the Political Subdivision, including the names of the candidates, names of the offices sought, order of names on the ballot, propositions on the ballot, and the Spanish translation of the offices and any propositions.

I. **Applications for Mail Ballots**. The Political Subdivision and Elections Administrator agree that early voting by mail ballots shall be processed in accordance with the applicable provisions of the Texas Election Code and that 215 S. Milam St, Seguin, Texas 78155 or P.O. Box 1346, Seguin, Texas 78156 are the early voting clerk's mailing addresses to which ballot applications and ballots voted by mail shall be sent for the Political Subdivision.

J. **Early Voting**. In accordance with Sections 31.096 and 32.097(b) of the Texas Election Code, the Elections Administrator shall serve as the Early Voting Clerk for the Election.

1. The Elections Administrator shall supervise and conduct the early voting by mail and by personal appearance and shall secure personnel to serve as Early Voting Deputies.

2. The Elections Administrator shall receive mail ballot applications on behalf of the Political Subdivision. All applications for mail ballots shall be processed in accordance with Title 7 of the Texas Election Code by the Elections Administrator or deputies at the Elections Office located at 215 S. Milam St., Seguin, Texas 78155. Applications for mail ballots sent to the Political Subdivision shall be promptly faxed to the Elections Administrator at (830)303-6373 or emailed to earlyotingclerk@co.guadalupe.tx.us for timely processing and then the original application forwarded to the Elections Administrator for proper retention.

3. Early voting ballots shall be secured and maintained at the Elections Office at 215 S. Milam St., Seguin, Texas 78155. In accordance with Chapter 87 of the Texas Election Code. The Early Voting Ballot Board shall meet at the same location unless posted differently.

4. Early Voting by personal appearance for the Election shall be conducted during the hours and dates and at the locations as determined by the Elections Administrator in consultation with the Political Subdivision and in accordance with the Texas Election Code.

K. **Election Day Activities**.

1. The Elections Administrator and staff shall be available from 6:00 am until the completion of the vote counting on Election Day to render technical support and assistance to voters and Election workers.

2. The Elections Administrator and staff shall prepare and conduct Election Night intake of election equipment, supplies, and records.

3. The Elections Administrator and designee shall serve as central counting station manager and tabulation supervisor, counting the votes in conjunction with the Early Voting Ballot Board and the Central Counting Station judges.

4. Election Day polling locations are determined by the Elections Administrator and in accordance with the Texas Election Code. The Elections Administrator shall arrange for the use of all polling places and shall arrange for the setting up of the polling location.

L. **Election Night Reports**. The Elections Administrator shall prepare the unofficial and official tabulation of precinct results under Section 66.056(a) of the Texas Election Code. The unofficial tabulation of Early Voting precinct results and Election Day precinct results shall be made available to the Political Subdivision via email as soon as they are prepared and may be released under law, but no earlier than 7:00 pm on Election Day. The tabulation reports may also be provided to other counties as necessary for the Election. As soon as reasonably possible, the Elections Administrator will post all reports for public review on the Guadalupe County Elections website at www.co.guadalupe.tx.us/elections.

M. **Provisional Votes/ Determination of Mail Ballots Timely Received under Section 86.007(d) of the Texas Election Code**. The Elections Administrator, serving as the Voter Registrar, shall retain the provisional voting affidavits and shall provide information on each of the voters' status. The Elections Administrator shall reconvene the EVBB after the Election within the time set forth in Section 65.051 of the Texas Election Code for the purpose of determining the disposition of the provisional votes. At the same time, the EVBB will review mail ballots timely received under Section 86.007(d) of the Texas Election Code to determine whether such will be counted and to resolve any issues with such ballots.

N. **Canvass Material Preparation**. Promptly after determination of the provisional votes and resolution of any mail ballots, the Elections Administrator shall work with the EVBB and tabulation supervisor to tally the accepted provisional votes and resolved mail ballots, amend the unofficial tabulations, and submit new unofficial tabulations to the Political Subdivision. These reports will serve as the canvass materials for the Political Subdivision. The title of these reports will be changed to official upon notification to the Elections Administrator of the completion of the canvass. Official reports will be sent to the Political Subdivision upon completion of canvass and posted on the Elections Office website for archival.

O. **Custodian of Election Records**. The Early voting Daily Roster as well as the Election Day Roster and Election results will be submitted to the Political subdivision as soon as practicable upon request. For the Early Voting Daily Roster, same will be provided the next business day after each day of Early Voting upon request. All other Election records will be maintained by the Elections Administrator as Voter Registrar in accordance with Section 66.051 of the Texas Election Code. The Elections Administrator is hereby appointed the custodian of voted ballots and shall preserve them in accordance with Chapter 66 of the Texas Election Code and other applicable law.

Access to the election records shall be available to each participating political subdivision as well as to the public in accordance with applicable provisions of the Texas Election Code and the Texas Public Information Act. The election records shall be stored at the offices of the Elections Administrator or at an alternate facility used for storage of county records. The Elections

Administrator shall ensure that the records are maintained in an orderly manner so that the records are clearly identifiable and retrievable.

Records of the election shall be retained and disposed of in accordance with the provisions of Section 66.058 of the Texas Election Code. If records of the election are involved in any pending election contest, investigation, litigation, or open records request, the Elections Administrator shall maintain the records until final resolution or until final judgment, whichever is applicable. It is the responsibility of each participating political subdivision to bring to the attention of the Elections Administrator any notice of pending election contest, investigation, litigation or open records request which may be filed with the participating authority.

P. **Recount**.

1. The Political Subdivision shall advise the Elections Administrator if a recount is required by law or requested, and the Elections Administrator and the Political Subdivision shall discuss how such a recount is to be conducted. The Political Subdivision shall reimburse the Elections Administrator for the cost of such a recount, which is not included in the original cost estimate.

Q. **Schedule for Performance of Services**. The Elections Administrator shall perform all Election services in accordance with and in compliance with the time requirements set out in the Texas Election Code.

R. **Contracting with Third Parties**. In accordance with Section 31.098 of the Texas Election Code, the Elections Administrator is authorized to contract with third parties for Election services and supplies. The cost of such third-party services and supplies will be paid by the Elections Administrator and reimbursed by the Political Subdivision.

S. **Department of Justice Preclearance for General Elections**. If required by law, any changes to the general conduct of voting in Guadalupe County will be precleared through the United States Department of Justice by the Elections Administrator with copies of the submission and response e-mailed to the Political Subdivision.

II. **<u>RESPONSIBILITIES OF THE POLITICAL SUBDIVISION</u>**. The Political Subdivision shall perform the following responsibilities:

A. **Election Orders, Election Notices, and Canvass**. The Political Subdivision shall be responsible for the preparing, adopting, publishing, and posting of all required election orders, resolutions, notices and other documents, including bilingual materials, evidencing action by the Political Subdivision of all actions necessary to call the Election. The Political Subdivision shall be responsible for conducting the official canvass of the Election.

B. **Map/Annexations**. The Political Subdivision shall provide the Elections Administrator with an updated map and street index (including address numbers) of its jurisdiction in and electronic or printed format and shall advise the Elections Administrator in writing of any new developments, annexations or de-annexations and any other changes to the master voter registration list within the jurisdiction.

C. **Department of Justice Preclearance for Special Elections**. If required by law, the Political Subdivision shall be individually responsible for obtaining appropriate preclearance from the United States Department of Justice for any special elections.

D. **Ballot Information**. The Political Subdivision shall prepare the text for the Political Subdivisions official ballot in English and Spanish and provide to the Elections Administrator as soon as possible at the end of the period for ordering the Election or filing for candidacy. The ballot information shall include a list of propositions showing the order and the exact manner in which the candidates' name shall appear on the ballot. The Political Subdivision shall promptly review for correctness the ballot when requested by the Elections Administrator to do so prior to the finalization and shall approve by e-mail or by signature in person.

E. **Precinct Reports to the Texas Secretary of State**. If a joint election is conducted with Guadalupe County, and the Political Subdivision is wholly contained within Guadalupe County, the Elections Administrator will file the precinct-by-precinct report with the Texas Secretary of State for elections conducted by the Guadalupe County Elections Office. If no joint election is conducted with Guadalupe County or if the Political Subdivision lies within multiple counties, then, utilizing the information provided by the Elections Administrator, the Political Subdivision shall prepare, and file all required precinct by precinct reports with the Texas Secretary of State.

F. **Annual Voting Report**. The Political Subdivision shall be responsible for filing its annual voting system report to the Texas Secretary of State as required under Chapter 123 et seq. of the Texas Election Code.

III. SPECIAL PROVISIONS RELATED TO ELECTION WORKERS

A. **Number of Election Workers at Election Day Polling Locations**. It is agreed by the Elections Administrator and the Political Subdivision that there will be at least three Election workers at each Election Day polling location: the presiding judge, the alternate judge, and at least one election clerk appointed by the presiding judge. The number of necessary clerks is derived from the number of Elections at the poll and the number of registered voters at the poll.

B. **Compensation for Election Workers**. The Elections Administrator shall compensate all Election workers in accordance with the Elections Administrator established compensation policies, in accordance with the Texas Election Code and using the rates set by the Guadalupe County Commissioners Court for county elections. The Elections Administrator shall pay the workers and be reimbursed by the entities sharing the polling locations.

IV. PAYMENT

A. **Charges and Distribution of Costs**. In consideration of the joint election services provided by the Elections Administrator, the Political Subdivision will be charged a share of the Election costs and an administrative fee. The cost distribution is set forth in the Joint Election Agreement. The estimated costs to be paid by the Political Subdivision are set forth in the Cost Estimate.

B. **Administrative Fee**. The Elections Administrator shall charge a fee equal to 10% of the Political Subdivision's share of the cost of the Election or a minimum of $75.00.

C. **Payment**. The Elections Administrator's invoice shall be due and payable to the address set forth in the invoice within 30 days from the date of receipt by the Political Subdivision.

V. MISCELLANEOUS PROVISIONS

A. **Nontransferable Functions**. In accordance with Section 31.096 of the Texas Election Code, nothing in this Contract shall authorize or permit a change in:

1. The authority with whom or the place at which any document or record relating to the Election is to be filed.

2. The officers who conduct the official canvass of the Election returns.

3. The authority to serve as custodian of voted ballots or other Election records; or

4. Any other nontransferable function specified under Section 31.096 or other provisions of law.

B. **Cancellation of Election**. The Political Subdivision may withdraw from this Contract should it cancel its election in accordance with Sections 2.051 – 2.053 of the Texas Election Code, or should it be later ruled that the election is not needed. The Political Subdivision is fully liable for any expenses incurred by Guadalupe County on behalf of the Political Subdivision. Any monies deposited with the county by the withdrawing authority shall be refunded, minus the aforementioned expenses.

C. **Contract Copies to Treasure and Auditor**. In accordance with Section 31.099 of the Texas Election Code, the Contracting Officer agrees to file copies of the Contract with the County Treasurer and the County Auditor of Guadalupe County, Texas.

D. **Election to Resolve a Tie**. If an Election is necessary to resolve a tie vote, the terms of the Contract shall extend to the second Election, except:

1. The Political Subdivision and the Contracting Officer will agree upon the date of the Election and the early voting schedule subject to provisions of the Election Code and with regard to other elections being conducted by the Contracting Officer.

2. The Political Subdivision will be responsible for any Department of Justice preclearance submission under Section 5 of the Federal Voting Rights Act.

3. An attempt will be made to use the Election workers that worked in the first Election; those poll workers will not have additional training provided by the Contracting Officer.

4. The cost of the Election will be borne by the Political Subdivision; the Elections Administrator will work with the Political Subdivision on cost management.

E. **Amendment/Modification**. Except as otherwise provided, this Contract may not be amended, modified, or changed in any respect except in writing, duly executed by the parties hereto. Both

the Elections Administrator and the Political Subdivision may propose necessary amendments or modifications to this Contract in writing in order to conduct the Election smoothly and efficiently, except that any such proposals must be approved by the Elections Administrator and the governing body of the Political Subdivision or its authorized agent, respectively.

F. **Severability**. If any provision of the Contract is found to be invalid, illegal, or unenforceable by a court of competent jurisdiction, such invalidity, illegality, or unenforceability shall not affect the remaining provisions of this Contract and parties to this Contract shall perform their obligations under this Contract in accordance with the intent of the parties to this Contract as expressed in the terms and provisions.

G. In the event that legal action is threatened and/or filed contesting Political Subdivision's election under Title 14 of the Texas Election Code, Political Subdivision shall choose and provide, at its own expense, separate and independent legal counsel for the County, the Elections Administrator and additional election personnel as necessary.

H. Nothing in this contract prevents any party from taking appropriate legal action against any other party and/or other election personnel for a breach of this contract or a violation of the Texas Election Code.

I. The parties agree that under the Constitution and laws of the State of Texas, neither Guadalupe County nor Political Subdivision can enter into an agreement whereby either party agrees to indemnify or hold harmless another party; therefore, all references of any kind, if any, to indemnifying or holding or saving harmless for any reason are hereby deleted.

J. This Contract shall be construed under and in accordance with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Guadalupe County, Texas.

K. All parties shall comply with all applicable laws, ordinances, and codes of the State of Texas, all local governments, and any other entities with local jurisdiction.

L. The waiver by any party of a breach of any provision of this Contract shall not operate as or be construed as a waiver of any subsequent breach.

M. **Force Majeure**. If the performance of the Agreement is adversely restricted or if either party is unable to conform to any obligation by reason of any Force Majeure Event then, the party affected, upon giving prompt written notice to the other party, shall be excused from such performance on a day-to-day basis to the extent of such restriction (and the other party shall likewise be excused from performance of its obligations on a day-to-day basis to the extent such party's obligations relate to the performance so restricted); provided, however, that the party so affected shall use all commercially reasonable efforts to avoid or remove such causes of non-performance and both parties shall proceed whenever such causes are removed or cease. "Force Majeure Event" means any failure or delay caused by or the result of causes beyond the reasonable control of a party or its service providers that could not have been avoided or corrected through the exercise of reasonable diligence, including natural catastrophe, internet access or related problems beyond the demarcation point of the party's or its applicable infrastructure provider's facilities, state-sponsored malware or state-sponsored cyber-attacks, terrorist actions, laws, orders, regulations, directions or actions of governmental authorities having jurisdiction over the subject matter hereof, or any civil or military authority, national emergency, insurrection, riot or war, or other similar occurrence. If a party fails to fulfil its obligations as a result of such

restriction for a period of more than thirty (30) days, then the other party may terminate the affected Services without liability.

N. **Representatives.** For the purposes of implementing this Contract and coordinating activities, the Elections Administrator and the Political Subdivision designate the following individuals for submission of information, documents and notice:

For the Guadalupe County Elections Office:	For the POLITICAL SUBDIVISION:
Lisa Hayes	Name
Elections Administrator	Title
215 S. Milam St.	Address
Seguin, Texas 78155	City, State and Zip
Tel: (830) 303-6363	Tel:
Fax: (830) 303-6373	Email:
Email: lisa.hayes@co.guadalupe.tx.us	

***

IN TESTIMONY HEREOF, this Contract, its multiple originals all of equal force, has been executed on behalf of the parties hereto as follows, to-wit:

1. It has on this _____ day of _____, 2024, been executed on behalf of Guadalupe County by the Elections Administrator pursuant to the Texas Election Code so authorizing; and

2. It has on this _____ day of _____, 2024, been executed on behalf of the Political Subdivision by its Presiding Officer or authorized representative, pursuant to an action of the Political Subdivision so authorizing.

GUADALUPE COUNTY, TEXAS	ATTEST: City of Schertz, Texas:
By: _____ Lisa Hayes Elections Administrator	By: _____ Presiding Officer/Authorized Representative

COUNTY ELECTION SERVICES CONTRACT COSTS

CITY OF SCHERTZ, TEXAS
GENERAL AND/OR SPECIAL ELECTION
NOVEMBER 5, 2024

COST ESTIMATE

Includes all Guadalupe County Early Voting and all Election Day Vote Center Locations

Item #	Costs/Services	Estimate
1.	Ballots (printing, postage, processing of mail ballots; sample and provisional ballots)	$ 2,222.00
2.	Electronic voting system programming and testing.	2,317.00
3.	Publication of Electronic Voting Equipment Test.	13.00
4.	Election kits	304.00
5.	Rental of voting equipment.	4,751.00
6.	Preparation and transportation of voting equipment.	1,381.00
7.	Polling place rental.	139.00
8.	Precinct election judges and clerks.	2,589.00
9.	Early Voting Personnel	9,148.00
10.	Early Voting Ballot Board Personnel.	130.00
11.	Personnel for central counting station - Election Night	130.00
12.	County Election Services Contract Administrative Fee	2,312.40
13.	**Total Estimated Election Cost:**	**$25,436.40**

Please note: This is an estimate and subject to change based on the number of jurisdictions contracting for the Election. Actual Expenses will be billed and may vary from this estimate.

Allocation of costs for the entire election, unless specifically stated otherwise, will be shared between the participating authorities based on a ratio formula involving the total number of registered voters eligible to vote in the Joint Election and the number of registered voters belonging to the participating authorities for the Joint Election. The participating authorities will be responsible for their percentage of the cost or a minimum cost of $500.00, whichever is greater

Lisa Hayes

Lisa Hayes
Guadalupe County Elections Administrator
215 S. Milam Street
Seguin, TX 78155
830-303-6363 (Office)
830-303-6373 (Fax)

DATE: June 26, 2024

Cynthia Jaqua
Comal County Elections Coordinator
396 N. Seguin Ave. New Braunfels, Texas 78130
Phone: 830-221-1352 Fax: 830-608-2013
Email: jaquac@co.comal.tx.us

July 1, 2024

City of Schertz
CONTRACT FOR ELECTION SERVICES
November 5, 2024 General Election

This contract for election services made by and between **City of Schertz** hereinafter called ENTITY and **Bobbie Koepp, Comal County Clerk**, hereinafter called CONTRACTING OFFICER is based on the following:

The ENTITY and CONTRACTING OFFICER have determined that it is in the public interest of the inhabitants of the ENTITY that the following contract be made and entered into for the purpose of having the CONTRACTING OFFICER furnish the ENTITY certain election services and equipment needed by the ENTITY for their November 5, 2024 General Election. The voting equipment used will be the Hart Duo and Verity Scan which is paper ballot voting.

DUTIES AND SERVICES OF THE CONTRACTING OFFICER:

1 Bobbie Koepp, Comal County Clerk, shall be designated and agrees to act as the Early Voting Clerk for the election, and shall conduct early voting in person and by mail.

2. Advertise, prepare, and conduct the Logic and Accuracy Tests as required by State Law.

3 Forward all information to vendor (Hart) for the Coding and Audio files for Verity Duo.

4. Conduct Early Voting for Ballot by Mail at main Early Voting location, 396 N. Seguin, New Braunfels, Texas 78130

5. Provide training on conducting an election with Hart Verity Duo and Knowink Poll Pads for all Early Voting and Election Day workers.

6. Procure and provide election supplies, including but not limited to the preparation, printing of ballots for Ballot by Mail requests, and distribution of sample ballots.

7. Prepare, provide, and deliver adequate election equipment for the election (Hart Verity Duo).

8. Prepare Early Voting and Election Day packets and supply bags for Early Voting and Election Day Polling Location.

9. Provide the Official Registered Voter List for the Comal Independent School District for use on Knowink Poll Pad.

10. Recruit election judges and clerks for Early Voting and Election Day.

11. Ensure Election Judges return specified voting equipment and supplies from Early Voting after polls close on November 1, 2024.

12. Provide the voting equipment and supplies listed in the attached Estimated Expenses and ensure Election Judges return specified voting equipment and supplies from Election Day Polling Location after polls close on November 5, 2024.

13. Election judges and clerks for Early Voting and Election Day will be compensated by CONTRACTING OFFICE and reimbursed by ENTITY.

14. Procurement and payment of Early Voting Ballot Board personnel who will meet at the Comal County Elections Office, 396 N. Seguin Ave., New Braunfels, Texas 78130, on Election Day and other dates as prescribed by law to process Ballots by Mail and Provisional Ballots.

15. Set up the Central Accumulation Station and appoint personnel to tabulate the results of Early Voting and Election Day votes; provide Final Unofficial Results for Canvass.

16. Provide overall administration and supervision of the election and advisory services.

17. Meet ADA requirements for the election, as the law relates to polling locations, voter assistance, and other ADA requirements, if any.

18. Maintain election materials and paperwork in storage for the allotted time as prescribed by law.

19. Reporting precinct results to the Secretary of State, if required.

telephone: (830)221-1352 • fax: (830)608-2013 • e-mail: jaquac@co.comal.tx.us

DUTIES OF THE ENTITY:

1. Prepare all Election Orders and Notice of Election as required by law and prepare and publish the Notice of Election.

2. Provide the County Elections Office with ENTITY's ballot information, etc. ENTITY shall conduct its ballot position drawing on or about August 26, 2024, and send the CONTRACTING OFFICER the ballot order so that it may be forwarded for Coding and Audio to Hart. ENTITY will be responsible for approving the screen shot proofs from Hart.

3. ENTITY shall be responsible for any loss and/or physical damage to the equipment occurring at the voting location ordered by the ENTITY.

4. Only the actual expenses directly attributable to the Contract may be charged (Section 31.100(b), Texas Election Code). The County Elections Officer will submit the actual costs for items contracted for pursuant to this Contract based on the attached estimated costs with the ENTITY as soon as all invoices are received from the vendors. The ENTITY agrees to pay costs of the election within ten (10) ENTITY workdays of receipt of the statement.

GENERAL PROVISIONS:

A. **ENTIRE AGREEMENT:** This Agreement contains the entire agreement between the parties and correctly sets forth the rights, duties, and obligations of each to the other as of the Effective Date. Any oral representation or modifications concerning this agreement will be of no force or effect excepting a subsequent written modification executed by both parties.

B. **SEVERABILITY:** If a court of competent jurisdiction determines that any term of this contract is invalid or unenforceable to any extent under applicable law, the remainder of this Agreement (and the application of this Agreement to other circumstances) shall not be affected thereby; and each remaining term shall be valid and enforceable to the fullest extent permitted by law.

C. **CHOICE OF LAW AND VENUE:** This Agreement is entered into under and pursuant to, and is to be construed and enforceable in accordance with the laws of the State of Texas, without regard to its conflict of laws principles. Exclusive venue shall be in a court of competent jurisdiction in Comal County, Texas.

D. **RELATIONSHIP OF THE PARTIES:** Each party to this contract, in the performance of this contract, shall act in an individual capacity and not as agents, employees, partners, joint ventures, or associates of one another. The employees or agents of one party shall not be deemed or construed to be the employees or agents of the other party for any purposes whatsoever.

telephone: (830)221-1352 • fax: (830)608-2013 • e-mail: jaquac@co.comal.tx.us

E. **FORCE MAJEURE:** In the event that CONTRACTING OFFICER shall be prevented from performing any of its obligations due under the terms of this contract by an act of God, by acts of war, riot, or civil commotion, by an act of State, by strikes, fire, flood, or by the occurrence of any other event beyond the control of the parties hereto. CONTRACTING OFFICER shall be excused from such obligations beyond its control and undertakings set forth under the terms of this agreement.

DATED this the _____ day of _____, 2024

_____

_____
Bobbie Koepp
Early Voting Clerk/County Clerk

telephone: (830)221-1352 • fax: (830)608-2013 • e-mail: jaquac@co.comal.tx.us

Cynthia Jaqua

COMAL COUNTY

ELECTIONS COORDINATOR

396 N. Seguin Ave. • New Braunfels • Texas • 78130

COMAL COUNTY

ESTIMATED COST FOR

CITY OF SCHERTZ GENERAL ELECTION

NOVEMBER 5, 2024

Flat Fee for Conducting November 5, 2024 General Election	$1,000.00
Programing fee for November 5, 2024 General Election	$1,500.00
Total Estimated Cost	$1,500.00

telephone: (830)221-1352 • fax: (830)608-2013 • e-mail: jaquac@co.comal.tx.us

telephone: (830)221-1352 • fax: (830)608-2013 • e-mail: jaquac@co.comal.tx.us

Agenda No. 15.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**July 16, 2024**
Department:	**City Secretary**
Subject:	**Resolution 24-R-61 - Ordering the November 5, 2024, City of Schertz Special Election with Comal County, Bexar County and Guadalupe County and making a provision for the conduct of the election; authorizing contracts with the County Clerk of Comal County and the Election Administrators of Bexar and Guadalupe Counties to conduct this election. (Mayor/S.Edmondson)**

BACKGROUND

GOAL

COMMUNITY BENEFIT

SUMMARY OF RECOMMENDED ACTION

FISCAL IMPACT

RECOMMENDATION

Attachments

Resolution 24-R-61 Ordering a Special Election

NOTICE OF SPECIAL ELECTION

THE STATE OF TEXAS	§
	§
COUNTIES OF GUADALUPE, COMAL	§
AND BEXAR	§
	§
CITY OF SCHERTZ	§

----------0----------

TO THE RESIDENT, QUALIFIED VOTERS OF THE

CITY OF SCHERTZ, TEXAS

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TAKE NOTICE that a Special Election will be held in the City of Schertz, Texas on November 5, 2024, in obedience to a resolution duly entered by the City Council of the City on July 16, 2024, which the resolution reads substantially as follows:

RESOLUTION 24-R-61

A RESOLUTION CALLING SPECIAL ELECTION TO BE HELD IN THE CITY OF SCHERTZ ON NOVEMBER 5, 2024 FOR A HOME RULE CHARTER AMENDMENT ELECTION TO BE HELD IN THE CITY ON SUCH DATE; MAKING PROVISION FOR THE CONDUCT OF THE ELECTION; AUTHORIZING CONTRACTS WITH THE ELECTION ADMINISTRATORS OF BEXAR AND GUADALUPE COUNTIES TO CONDUCT THIS ELECTION; AUTHORIZING THE ELECTION TO BE HELD AS A JOINT ELECTION;AND RESOLVING OTHER MATTERS INCIDENT AND RELATED TO SUCH ELECTION AND DECLARING AN EFFECTIVE DATE

WHEREAS, PURSUANT TO Section 9.01(c) of the Home Rule Charter (The "Charter") of the City of Schertz, Texas (the "City), The City Council may by resolution, order a special election, fix the date and place for holding same, and provide all means for holding such special election

WHEREAS, pursuant to Section 12.03(b) of the Charter of the City, the City Review Commission reflected in this Resolution, has recommended amendments to the Charter listed in **Exhibit A**; and

WHEREAS, the City Council of the City hereby determines to submit to the qualified voters of the City for their adoption or rejection certain proposed amendments to the Charter pursuant to the provisions of Sections 12.03 of the Charter and Section 9.004, as amended, Local Government Code; and

WHEREAS, the Council hereby finds and determines that the Charter amendment election shall be held on November 5, 2024, which is the next uniform election date prescribed under the Texas Election Code, as amended; and

WHEREAS, the Council hereby finds and determines that holding the proposed Charter amendment election on the next uniform election date is in the best interests of the citizens of the City; and

WHEREAS, the City will contract with Bexar County Elections Administrator and the Guadalupe County Elections Administrator (the "Elections Administrator") to conduct this election; and

WHEREAS, the City Secretary shall publish, and post notice of this election as required by applicable law.

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

SECTION 1. An election to present proposed amendments to the City Charter shall also be held on November 5, 2024, a uniform election date in the City of Schertz, Texas, which date is not less than thirty (30) days from the date of the final adoption of this resolution (this

"Resolution "). The following measures amending the City Charter shall be submitted to the qualified voters of the City at the special election in the form of propositions in accordance with Section 9.004 of the Texas Local Government Code and other applicable laws:

MEASURE A

Sec. 1.02. Boundaries; Extension, Annexation and Disannexation.

(b) The City Council shall have the power by ordinance to annex territory in accordance with State Law, ~~lying adjacent to the City, with or without the consent of the owners or inhabitants thereof,~~ thereby extending and enlarging the bounds and limits of the City~~. Such annexations shall be limited and controlled by the applicable annexation laws of the State.~~

MEASURE B

Sec. 1.02. Boundaries; Extension, Annexation and Disannexation.

(c)(ii) Before the 10th day before the hearing date before the Planning and Zoning Commission, written notice of the public hearing shall be sent to each owner, as indicated by the most recently approved municipal tax roll, of real property within ~~200~~ 1000 feet of the area to be disannexed. The notice may be served by its deposit in the United States mail, properly addressed with postage paid.

MEASURE C

Sec. 4.04-Compensation.

Members of the City Council shall serve with such compensation as determined by the City Council. An increase in compensation shall not be effective for any member of the City Council during the term ~~for which he or she was elected, and the increase was approved~~ in which the increase is effectuated. Payment of expenses incurred in performance of official duty may be approved by the City Council.

MEASURE D

Sec. 4.05-Mayor and Mayor Pro Tem**.**

The Mayor shall be the official head of the City government. He or she shall be the chairman and shall preside at all meetings of the City Council. The Mayor may vote only in the event of a tie. He or she shall, unless another signatory is otherwise designated by the City Council, sign all official documents such as ordinances, resolutions, conveyances, grant agreements, ~~official plats~~, contracts, and bonds. He or she shall appoint special committees as instructed by City Council, with committee membership to be composed of nominees by the City Council. He or she shall perform such other duties consistent with this Charter or as may be imposed upon him or her by City Council. The Mayor shall not have veto powers.

Measure E

Sec. 4.07-Prohibitions.

(a) Holding other Office. No Mayor or Councilmember shall hold any compensated City office, nor hold ~~or~~ employment with the city until two (2) years after the expiration of the term for which he or she was elected to the City Council.

Measure F

Sec. 4.09-Meetings and Procedures.

~~*(c) Quorum*. Three Councilmembers (excluding the Mayor) shall constitute a quorum, and no action shall be valid unless adopted by the affirmative vote of three or more members of the City Council. If the Mayor Pro-Tem is presiding, he or she shall be counted for purposes of determining a quorum.~~

(c) Quorum. Four Councilmembers (excluding the Mayor) shall constitute a quorum, and no action shall be valid unless adopted by the affirmative vote of four or more members of the City Council. If the Mayor Pro Tem is presiding, he or she shall be counted for purposes of determining a quorum. ~~[EFFECTIVE THE FIRST REGULAR CITY COUNCIL IN NOVEMBER 2016 THAT CONSISTS OF SEVEN CITY COUNCIL MEMBERS]~~

Measure G

Sec. 4.09-Meetings and Procedures.

(e) Passage of Ordinances and Resolutions. Ordinances and resolutions shall be introduced to the City Council only in written or printed form. The subject or subjects of all ordinances and resolutions shall be clearly expressed in the title. Passage of any Ordinance or Resolution shall only require one reading. ~~Except as may otherwise be prescribed in this Charter, an ordinance shall not be passed at the meeting of the City Council at which it is first introduced, but instead the ordinance or its caption shall be read, and the City Council will determine whether it shall be rejected or further considered at a subsequent meeting of the City Council. If rejected, no further action shall be required. The City Council must take second and final consideration of any ordinance not later than sixty days after the first reading of such ordinance. Notwithstanding the foregoing provisions, if the City Council, by a vote of not less than two-thirds of the members present at the meeting at which an ordinance is first introduced, determines that an emergency exists requiring immediate action, such ordinance may then be voted upon and rejected or passed at that meeting.~~ The enacting clause of all ordinances shall be, "BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS", and every ordinance shall be authenticated by the signature of the Mayor and the City Secretary and shall be systematically recorded and indexed in an ordinance book in a manner approved by the City Council.

Measure H

Sec. 5.01-Appointment; Qualifications; Compensation.

The City Council shall appoint a City Manager and fix his or her compensation. He or she shall be chosen on the basis of his or her executive and administrative training, experience, ability, and character. He or she need not be a resident of the City or State at the time of his or her appointment, but he or she must agree, prior to such appointment, to become a resident of the City. ~~within four months after the date of his or her appointment. If he or she thereafter fails to become a resident of the City within that four-month period, he or she shall be deemed to have forfeited his or her appointment and the office shall be declared vacant by announcement of the Mayor at the first meeting of the City Council following the expiration of the four-month period.~~ The City Manager shall serve at the will and pleasure of the City Council. He or she shall be employed for or relieved from his or her duties by a vote of a majority of the members of the entire City Council.

Measure I

Sec. 5.03-Powers and Duties of City Manager.

(j) He or she shall keep a written inventory of all real property and all permanent equipment belonging to the City, said inventory to be subject to annual audit. ~~A system shall be established to control the use and replacement of expendable items.~~

Measure J

Sec. 6.06-City Secretary.

(a) The City Council shall appoint a City Secretary who shall act as Secretary of the City Council and who shall hold office at the pleasure of the City Council. The City Secretary shall be the clerical officer of the City Council, and shall keep the minutes, agenda, ordinances and other official records of the City Council and the City. The City Secretary shall be the custodian of the official seal of the City and shall have such other duties and powers prescribed in this Charter and by the City Council. The City Council will set the compensation for the City Secretary. ~~The City Secretary shall report administratively to the City Manager but may be removed from office only by the City Council.~~

Measure K

Sec. 10.03-Petitions.

(a) *Number of Signatures.* Initiative and referendum petitions must be signed by qualified voters of the City equal in number to at least ten (10) ~~fifteen (15)~~ percent of the number of voters registered to vote at the last general City election. Recall petitions must be signed by qualified voters of the City equal in number to at least twenty (20) percent of the number of voters registered to vote at the last general City election.

Measure L

Sec. 10.03-Petitions.

(a) *Number of Signatures.* Initiative and referendum petitions must be signed by qualified voters of the City equal in number to at least fifteen (15) percent of the number of voters registered to vote at the last general City election. Recall petitions must be signed by qualified voters of the City equal in number to at least fifteen (15) ~~twenty (20)~~ percent of the number of voters registered to vote at the last general City election.

Measure M

Sec. 12.03-Charter Review Commission.

The City Council shall ~~periodically~~ appoint a Charter Review Commission not later than five years after the most recent Charter Review Commission was appointed which shall consist of no less than 5 and no more than 11 citizens of the City.

Measure N

Sec. 12.03-Charter Review Commission.

The City Council shall periodically appoint a Charter Review Commission ~~which shall consist of no less than 5 and no more than 11~~ Each Councilmember shall appoint one member to the Charter Review Commission and the Mayor shall appoint two members to the Charter Review Commission, one who shall serve as the Chair. The members of the Charter Review Commission shall be citizens of the City.

Measure O

Sec. 1.02. Boundaries; Extension, Annexation and Disannexation.

iii. Not later than 30 days after the ~~of~~ completion of the public hearing by the Planning and Zoning Commission the City Council shall hold a public hearing on the proposed disannexation. Before the 15th day before the date of the public hearing, a general description of the property to be disannexed and notice of the time and place of the hearing must be published in an official newspaper or a newspaper of general circulation in the City.

SECTION 2.

Measure A shall be placed on the ballot in the form of the following Proposition:

Proposition A

Shall the City Charter of the City of Schertz be amended to specify all annexations shall be in accordance with State Law?

FOR_____ AGAINST_____

Measure B shall be placed on the ballot in the form of the following Proposition:

Proposition B

Shall the City Charter of the City of Schertz be amended to increase the area for notification of disannexation from 200 feet to 1,000 feet from the area to be disannexed?

FOR_____ AGAINST_____

Measure C shall be placed on the ballot in the form of the following Proposition:

Proposition C

Shall the City Charter of the City of Schertz be amended to clarify that any increase in city council compensation is not effective for members of the city council during the term which the increase is effectuated?

FOR_____ AGAINST_____

Measure D shall be placed on the ballot in the form of the following Proposition:

Proposition D

Shall the City Charter of the City of Schertz be amended to remove the signing of plats from the list of official documents required to be signed by the Mayor?

FOR_____ AGAINST_____

Measure E shall be placed on the ballot in the form of the following Proposition:

Proposition E

Shall the City Charter of the City of Schertz be amended to clarify that no Mayor or Council Member may be employed by the City until two years after the expiration of their term of office?

FOR_____ AGAINST_____

Measure F shall be placed on the ballot in the form of the following Proposition:

Proposition F

Shall the City Charter of the City of Schertz be amended to remove unnecessary language?

FOR_____ AGAINST_____

Measure G shall be placed on the ballot in the form of the following Proposition:

Proposition G

Shall the City Charter of the City of Schertz be amended to require that passage of an ordinance or resolution require one reading?

FOR_____ AGAINST_____

Measure H shall be placed on the ballot in the form of the following Proposition:

Proposition H

Shall the City Charter of the City of Schertz be amended to remove the requirement that the city manager become a resident of the city within four months after the date of his or her appointment?

FOR_____ AGAINST_____

Measure I shall be placed on the ballot in the form of the following Proposition:

Proposition I

Shall the City Charter of the City of Schertz be amended to remove the requirement for the city manager to establish a system to control the use and replacement of expendable items?

FOR_____ AGAINST_____

Measure J shall be placed on the ballot in the form of the following Proposition:

Proposition J

Shall the City Charter of the City of Schertz be amended to remove the requirement for the city secretary to report administratively to the city manager?

FOR_____ AGAINST_____

Measure K shall be placed on the ballot in the form of the following Proposition:

Proposition K

Shall the City Charter of the City of Schertz be amended to change the percentage of voters required to sign an initiative or referendum petition from fifteen percent to ten percent?

FOR_____ AGAINST_____

Measure L shall be placed on the ballot in the form of the following Proposition:

Proposition L

Shall the City Charter of the City of Schertz be amended to change the percentage of voters required to sign a recall petition from twenty percent fifteen percent?

FOR_____ AGAINST_____

Measure M shall be placed on the ballot in the form of the following Proposition:

Proposition M

Shall the City Charter of the City of Schertz be amended to require the city council appoint a charter review commission not later than five years after the most recent charter review commission?

FOR_____ AGAINST_____

Measure N shall be placed on the ballot in the form of the following Proposition:

Proposition N

Shall the City Charter of the City of Schertz be amended to provide that each member of the city council appoints a citizen to the charter review commission and the mayor appoints two citizens to the charter review commission, one of which shall be the chair?

FOR_____ AGAINST_____

Measure O shall be placed on the ballot in the form of the following Proposition:

Proposition O

Shall the City Charter of the City of Schertz be amended to clarify that City Council shall hold a public hearing on a proposed disannexation not later than 30 days after the public hearing by the Planning and Zoning Commission?

FOR_____ AGAINST_____

SECTION 3. Pursuant to Section 61.012, as amended, Texas Election Code, the City shall provide at least one accessible voting system in each polling place used in the election. Such voting system shall comply with Texas and federal laws establishing the requirement for voting systems that permit voters with physical disabilities to cast a secret ballot. Touch screen machines may be used for early voting and election day voting by personal appearance. Certain early voting may be conducted by mail. The Election Administrators shall also utilize a Central Counting Station (the "Station") as provided by Section 127.001, et seq., as amended, Texas

Election Code. Jacquelyn Callanen, the Elections Administrator for Bexar County and Lisa Adam, the Elections Administrator of Guadalupe, have been appointed as the Managers and Presiding Judges of the Station, and they may appoint Station clerks and establish a written plan for the orderly operation of the Station in accordance with the provisions of the Texas Election Code. The Election Administrator will appoint the Tabulation Supervisor, who will also serve as the Programmer for the Station. Lastly, the Election Administrators will publish notice and conduct testing on the automatic tabulation equipment relating to the Station and conduct instruction for the officials and clerks for the Station in accordance with the provisions of the Texas Election Code.

SECTION 4. The City election precincts established for this election shall be the precincts named on Exhibit A attached hereto. A list of the City election precincts and the polling places designated for each such election precinct are identified on Exhibit A to this Ordinance, and this Exhibit is incorporated by reference for all purposes. At least 63 days prior to the scheduled election date, the Council, in coordination with the Elections Administrator, will identify and formally approve the appointment of the Presiding Judges, Alternate Presiding Judges, Election Clerks, and all other election officials for this election.

Each Presiding Judge shall appoint not less than two (2) resident qualified voters of the County to act as clerks to properly conduct the election. However, if the Presiding Judge appointed actually serves, the Alternate Presiding Judge shall serve as one of the clerks. The appointment of such clerks may include a person fluent in the Spanish language to serve as a clerk to render oral aid in the Spanish language to any voter desiring such aid at the polls on the day of the election. In the absence of the Presiding Judge named above, the Alternate Presiding Judge shall perform the duties of the Presiding Judge.

The election shall be held in the City at the precinct locations listed on Exhibit A as prescribed by applicable law, and, on the day of the election, the polls shall be open from 7:00 a.m. to 7:00 p.m.

The Bexar County Elections Office, 203 W. Nueva St#300, San Antonio, Texas 78207 and Guadalupe County Elections Office, 1101 Elbel Road, Schertz, Texas 78154, are hereby designated as the main early voting places at which early voting shall be conducted. Lisa Adam, the Elections Administrator (whose mailing address is Post Office Box 1346, Seguin, Texas 78156), and Jacquelyn Callanen Elections Administrator (whose mailing address is 203 W. Nueva Ste#300, San Antonio, Texas 78207 are hereby appointed as the Early Voting Clerks to conduct such early voting in the election. The Early Voting Clerk shall appoint not less than two (2) Deputy Early Voting Clerks in accordance with the provisions of the Texas Election Code. Early voting shall be conducted on the dates and at the times, and at the locations, identified in Exhibit A.

An Early Voting Ballot Board is hereby established for the purpose of processing early voting results. Jacquelyn Callanen and Lisa Adam, the Elections Administrators of Bexar and Guadalupe County, will appoint the Presiding Judge of the Early Voting Ballot Board. The Presiding Judge shall appoint not less than two (2) nor more than ten (10) resident qualified voters of the County to serve as members of the Early Voting Ballot Board.

SECTION 5. All resident qualified voters of the City shall be permitted to vote at any one of the early voting locations, and, on the day of the election, such voters shall vote at any

one of the designated polling places. The election shall be held and conducted in accordance with the provisions of the Texas Election Code, as amended, and the provisions of Texas Revised Civil Statutes, Chapter 1 of Title 22, as amended, and as may be required by any other law. All election materials and proceedings shall be printed in both English and Spanish.

SECTION 6. The anticipated fiscal impact of conducting the election and implementing modifications, if any, to the Charter which may be approved by the voters in such election is currently estimated to be $38,000.

SECTION 7. A substantial copy of this Ordinance shall serve as a proper notice of the election. This notice, including a Spanish translation thereof, shall be posted at the City Hall not less than twenty-one (21) days prior to the date the election is to be held, and be published in a newspaper of general circulation in the City, (a) not more than thirty (30) days, and not less than ten (10) days prior to the day of the election, and (b) on the same day in each of two successive weeks with the first publication occurring not less than fourteen (14) full days prior to the day of the election.

SECTION 8. The Council authorizes the City Manager or his designee to negotiate and enter into a joint election agreement and a contract to conduct the election with the Elections Administrator in accordance with the provisions of the Texas Election Code.

SECTION 9. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

SECTION 10. All ordinances and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters ordered herein.

SECTION 11. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

SECTION 12. If any provision of this Ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and this Council hereby declares that this Ordinance would have been enacted without such invalid provision. The Council hereby authorizes the Mayor and the City Manager of the City to make such technical modifications to this Ordinance that are necessary for compliance with applicable Texas or federal law or to carry out the intent of this Council, as evidenced herein.

SECTION 13. It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given, all as required by Chapter 551, Texas Government Code, as amended.

SECTION 14. This Ordinance shall be in force and effect from and after its final passage and any publication required by law.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS, THAT

THIS RESOLUTION WAS PASSED this the _____ day of July, 2024.

CITY OF SCHERTZ, TEXAS

_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheila Edmondson, City Secretary

Agenda No. 16.

CITY COUNCIL MEMORANDUM

City Council Meeting: July 16, 2024
Department: **Human Resources**
Subject: **Resolution 24-R-80 - Approving Disaster Pay Policy (S.Gonzalez/J.Kurz)**

BACKGROUND

State and federal law do not require a city to pay hazard pay to employees who perform hazardous or arduous tasks during an emergency or disaster. As such, whether to provide hazard pay to such employees is a local decision. Because cities are prohibited from granting additional compensation that is not agreed upon before work begins, the decision to provide hazard pay must be made in advance of the employee performing services that are entitled to hazard pay. Therefore, in order to provide hazard pay to employees during a declared disaster and be eligible for applicable State or Federal reimbursement for said pay, the City must have a Disaster Pay policy in place prior to the declared disaster.

GOAL

Approval of Disaster Pay Policy

COMMUNITY BENEFIT

Appropriately compensating City employees who are completing hazardous or arduous work during an emergency or disaster is vital to maintaining essential life safety services to Schertz residents.

SUMMARY OF RECOMMENDED ACTION

Approval of Resolution 24-R-80 - Disaster Pay Policy

RECOMMENDATION

Approval of Resolution 24-R-80 - Disaster Pay Policy

Attachments

Resolution 24-R-80 with attachments

RESOLUTION NO. 24-R-80

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS APPROVING DISASTER PAY POLICY AND OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, the City staff of the City of Schertz (the "City") has determined that in order to provide hazard pay to employees during a declared disaster and be eligible for applicable reimbursement, the City must have a Disaster Pay policy; and

WHEREAS, the City Charter, Section 6.02 Operational and Personnel Policies states that personnel policies which affect the budget and employee discipline and/or adverse actions shall be approved by the City Council;

WHEREAS, the City Council has determined that it is in the best interest of the City to approve this policy attached hereto as Exhibit A; therefore

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

Section 1. The City Council hereby approves the Disaster Pay Policy as set forth as Exhibit A.

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

Section 7. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND ADOPTED, this _____ day of _____, 2024.

CITY OF SCHERTZ, TEXAS

_____

Mayor, Ralph Gutierrez

ATTEST:

_____

Sheila Edmondson, City Secretary

(CITY SEAL)

Exhibit A

4.1.8 Disaster Pay

4.1.8 Disaster Pay

City employees working during a state of disaster declared pursuant to Texas Gov. Code § 418.108 may be eligible to receive disaster pay at a rate equal to one half the employee's ordinary rate of compensation. Disaster pay shall not be due until authorized by action of the City Council following a local emergency declaration. Unless otherwise provided therein, an authorization of disaster pay shall be retroactive to the beginning of the state of disaster.

Disaster pay shall be in addition to straight time and overtime compensation. Employees that are exempt from the requirements for overtime compensation shall receive disaster pay in addition to their ordinary compensation.

Agenda No. 17.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**July 16, 2024**
Department:	**Public Works**
Subject:	**Resolution 24-R-75 - Authorizing a Water CCN Transfer Agreement between the City of Selma and City of Schertz to amend CCN boundaries and other matters in connection therewith. (B.James/L.Busch)**

BACKGROUND

The City of Selma provides retail water service CCN No. 11522, issued by the Public Utility Commission of Texas ("PUC") for the provision of retail water services to certain areas in and about Bexar County, Comal County and Guadalupe County. The City of Schertz provides retail water service CCN No. 10645, issued by the PUC, for the provision of retail water to certain areas in and about Bexar County, Comal County, and Guadalupe County. The boundaries of the City of Selma water CCN and the City of Schertz water CCN are adjacent to one another in various areas. The property owner has requested Selma transfer approximately 150.289 acres of its water CCN to the City of Schertz.

GOAL

To provide water service to new developing areas inside the City Limits of Schertz.

COMMUNITY BENEFIT

To ensure the future water customers in this recently annexed portion of the City have the same water and wastewater provider to better serve the citizens of the City.

SUMMARY OF RECOMMENDED ACTION

Staff recommends Council approve the Resolution authorizing execution of the water CCN transfer agreement from the City of Selma to the City of Schertz for the Royal Manufacturing Subdivision Phase II.

FISCAL IMPACT

Ongoing maintenance of the water system in this CCN transfer area will be accomplished through the Water & Sewer Fund.

RECOMMENDATION

Approval of Resolution 24-R-75.

Attachments

Resolution 24-R-75 with attachment

RESOLUTION NO. 24-R-75

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING A WATER CCN TRANSFER AGREEMENT BETWEEN THE CITY OF SELMA AND THE CITY OF SCHERTZ TO AMEND CCN BOUNDARIES, AND OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, the City of Schertz provides retail water service under water CCN No. 10645, issued by the Public Utility Commission of Texas ("PUC") for the provision or retail water services to certain areas in and about Bexar County, Comal County and Guadalupe County; and

WHEREAS, the City of Selma provides retail water service under water CCN No. 11522, issued by the PUC for the provision or retail water services to certain areas in and about Bexar County, Comal County and Guadalupe County; and

WHEREAS, the boundaries of the City of Schertz CCN and the City of Selma CCN are adjacent to one another; and

WHEREAS, the Developer owns a 150.289 acre tract of real property within Comal County known as Royal Manufacturing Subdivision Phase II (the "Transfer Property"); and

WHEREAS, the Developer has requested that the City of Selma transfer a portion of its water CCN to the City of Schertz so that the City of Schertz can provide retail water services to the Transfer Property; and

WHEREAS, the City of Selma does not currently have any water connections or water facilities within the Transfer Property; and

WHEREAS, the City of Schertz currently has water connections or water facilities adjacent to, or near the Transfer Property; and

WHEREAS, the City of Schertz and City of Selma are amenable to altering the boundaries of their respective water CCNs by transferring the Transfer Property contained within the boundaries of the City of Selma to the City of Schertz so that the Transfer Property is removed from the City of Selma CCN No. 11522 and added to the City of Schertz CCN No. 10645.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

Section 1. The City Council hereby authorizes the City Manager to execute an agreement to transfer the Water CCN from the City of Selma to the City of Schertz in substantially the form provided in the attached agreement "Exhibit A".

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

Section 7. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND ADOPTED, this ____ day of _____, 2024.

CITY OF SCHERTZ, TEXAS

_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheila Edmondson, City Secretary

“Exhibit A”

WATER CCN TRANSFER AGREEMENT

WATER CCN TRANSFER AGREEMENT

This **WATER CCN TRANSFER AGREEMENT** is entered into this ___ day of _____, 2024 (this "Agreement"), by and among **CITY OF SCHERTZ,** a Texas municipal owned utility, **CITY OF SELMA,** a Texas municipal owned utility, and **Schertz 312, LLC,** a Texas limited liability company (the "Developer" and, together with the City of Selma and City of Schertz, the "Parties"), in connection with the boundary lines of the Certificates of Convenience and Necessity ("CCNs") held by City of Selma and City of Schertz for the provision of water services to users pursuant to the Texas Water Code.

RECITALS:

WHEREAS, City of Schertz provides retail water service under water CCN No. 10645, issued by the Public Utility Commission of Texas ("PUC") to the City of Schertz, for the provision of retail water services to certain areas in and about Bexar County, Comal County and Guadalupe County, the boundaries of which are more fully described in Exhibit A and attached hereto;

WHEREAS, City of Selma provides retail water service under water CCN No. 11522, issued by the PUC, for the provision of retail water to certain areas in and about Bexar County, Comal County, and Guadalupe County, the boundaries of which are more fully described in Exhibit B and attached hereto;

WHEREAS, the boundaries of the City of Schertz CCN and the City of Selma CCN are adjacent to one another;

WHEREAS, the Developer owns a 150.289 acre tract of real property within Comal County and more particularly described in Exhibit C (the "Transfer Property").

WHEREAS, the Developer's Property is known as the Royal Manufacturing Subdivision Phase II;

WHEREAS, the Developer has requested that City of Selma transfer a portion of its water CCN No. 11522 to City of Schertz so that City of Schertz can provide retail water services to the Transfer Property;

WHEREAS, the Transfer Property is currently undeveloped and City of Selma does not currently have any water connections or water facilities within the Transfer Property;

WHEREAS, City of Schertz currently has water connections or water facilities adjacent to, or near the Transfer Property;

WHEREAS, City of Schertz and City of Selma are amenable to altering the boundaries of their respective water CCNs by transferring the Transfer Property contained within the boundaries of the City of Selma CCN No. 11522 to City of Schertz so that the Transfer Property is removed from the City of Selma CCN No. 11522 and added to the City of Schertz CCN No. 10645; and

WHEREAS, Developer has provided to City of Schertz maps and GIS data illustrating the Transfer Property to include with a petition to the PUC to transfer the Transfer Property from City of Selma CCN No. 11522 to the CITY OF SCHERTZ water CCN No. 10645.

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereby agree as follows:

AGREEMENT:

Water CCN

1. In accordance with Section 13.248 of the Texas Water Code, but at all times subject to the approval of the PUC, City of Selma hereby agrees to the modification of the boundaries of its CCN No. 11522 to exclude the Transfer Property, the same to be transferred from City of Selma's CCN No. 11522 to the City of Schertz's CCN No. 10645.

2. In accordance with Section 13.248 of the Texas Water Code, but at all times subject to the approval of the PUC, City of Schertz hereby agrees to the expansion and modification of the boundaries of its CCN No. 10645 to include the Transfer Property, the same to be transferred from City of Selma's CCN No. 11522 to the City of Schertz's CCN No. 10645.

3. City of Schertz shall be responsible for preparing and filing the application to obtain the PUC's approval of the CCN transfer of the Transfer Property between City of Selma and City of Schertz. The Developer shall be responsible for hiring a third party-vendor to prepare hard copy maps with supporting electronic metadata for the Transfer Property that satisfies the PUC rules. The Developer shall submit the electronic and hard copy maps and supporting electronic metadata to City of Schertz for review and City of Schertz shall provide electronic copies of the maps and supporting electronic metadata to City of Selma for review.

4. The Developer agrees to pay all the expenses of City of Schertz and City of Selma in connection with this transfer, including, but not limited to, the following:

    a. legal fees for City of Schertz and City of Selma;
    b. PUC administrative fees; and
    c. fees associated with preparing hard copy maps and electronic maps with supporting electronic metadata for the Transfer Property filed in connection with the PUC application, if applicable.

5. City of Selma and City of Schertz agree that no compensation shall be due and owing between City of Selma and City of Schertz in conjunction with such transfer as no real or personal property of either party is contained within the Transfer Property or is being affected by such transfer.

6. City of Schertz shall not commence providing retail water services for compensation to the Developer or any retail customer on the Transfer Property until the PUC has authorized the CCN transfer of the Transfer Property between City of Selma and City of Schertz.

7. City of Schertz shall not approve any documents indicating that City of Schertz is the retail water services provider prior to the PUC authorizing the CCN transfer of the Transfer Property between City of Selma and City of Schertz.

8. City of Schertz agrees that, upon approval of the revision to its CCN boundaries by the PUC to include the Transfer Property within the boundaries of CCN No. 10645, City of Selma shall have no further obligation to provide retail water service to the Transfer Property, and that City of Schertz shall be solely responsible for the provision of retail water service to any owner or occupant of, or customers on, the Transfer Property under such terms and condition as are allowed under its CCN and any applicable governmental statutes and regulations.

General Provisions

1. GOVERNING LAW. THIS AGREEMENT SHALL BE GOVERNED, CONSTRUED, AND INTERPRETED IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS. ALL ACTS REQUIRED OR PERMITTED TO BE PERFORMED HEREUNDER ARE PERFORMABLE IN GUADALUPE AND COMAL COUNTY, TEXAS, AS APPLICABLE, AND IT IS AGREED THAT ANY CIVIL ACTION BROUGHT TO ENFORCE OR CONSTRUE THE TERMS OR PROVISIONS HEREOF OR TO ENJOIN OR REQUIRE THE PERFORMANCE OF ANY ACT IN CONNECTION HEREWITH, SHALL BE BROUGHT IN A COURT OF COMPETENT JURISDICTION SITTING IN COMAL COUNTY, TEXAS. IT IS AGREED THAT ANY ADMINISTRATIVE LAW ACTION BROUGHT TO ENFORCE OR CONSTRUE THE TERMS OR PROVISIONS HEREOF OR TO ENJOIN OR REQUIRE THE PERFORMANCE OF ANY ACT IN CONNECTION HEREWITH, SHALL BE BROUGHT AT THE PUC OR ITS SUCCESSOR AGENCY.

2. Severability. In the event one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision hereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

3. Unintended Omission. If any punctuation, word, clause, sentence, or provision necessary to give meaning, validity or effect to any other word, clause, sentence, or provision appearing in this Agreement shall be omitted here from, then it is hereby declared that such omission was unintentional and that the omitted punctuation,word, clause, sentence, or provision shall be supplied by inference.

4. Amendment. This Agreement shall not be amended or terminate except by an instrument signed by all parties to this Agreement.

5. Entire Agreement. This Agreement reflects the entire agreement among the parties hereto pertaining to the subject matter hereof and supersedes all prior and contemporaneous agreements and understandings of the parties in connection herewith.

6. Multiple Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, and all of which together shall be construed as one and the same instrument.

[The remainder of the page is intentionally left blank.]

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first above written.

CITY OF SCHERTZ,
a Texas municipal owned utility

By:_____

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first above written.

CITY OF SELMA,
a Texas municipal owned utility

By:_____

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first above written.

Schertz 312, LLC
a Texas limited liability company

By: Schertz 312 Management, LLC, its manager

By: Titan Lone Star, LLC, its manager

By: _____

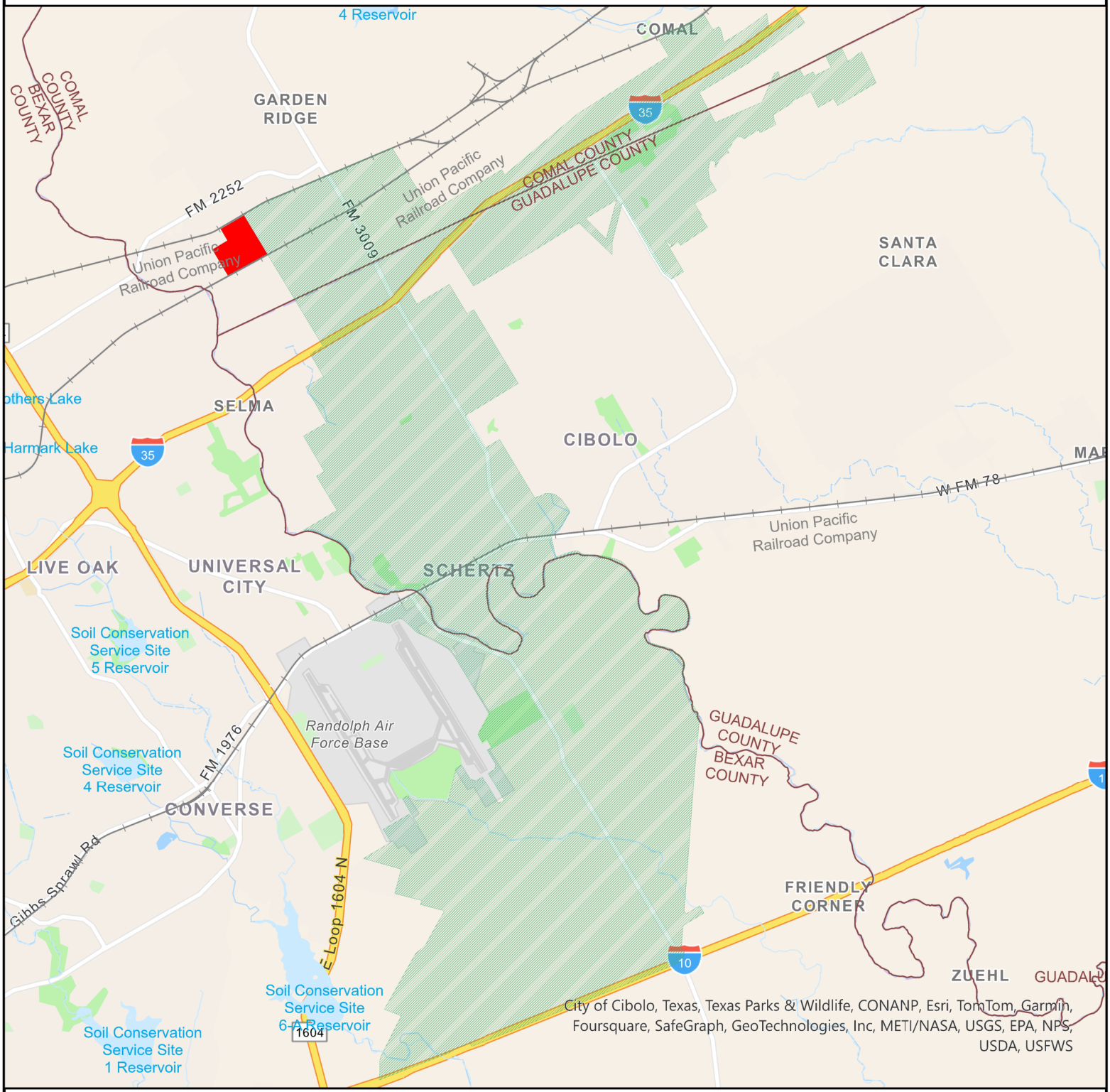
Name: BEN F. SPENCER

Title: MANAGER

EXHIBIT 2

Current Schertz Water CCN Map

13.248 Petition to Amend City of Selma (CCN No. 11522) and City of Schertz (CCN No. 10645) in Comal County



Schertz CCN

N

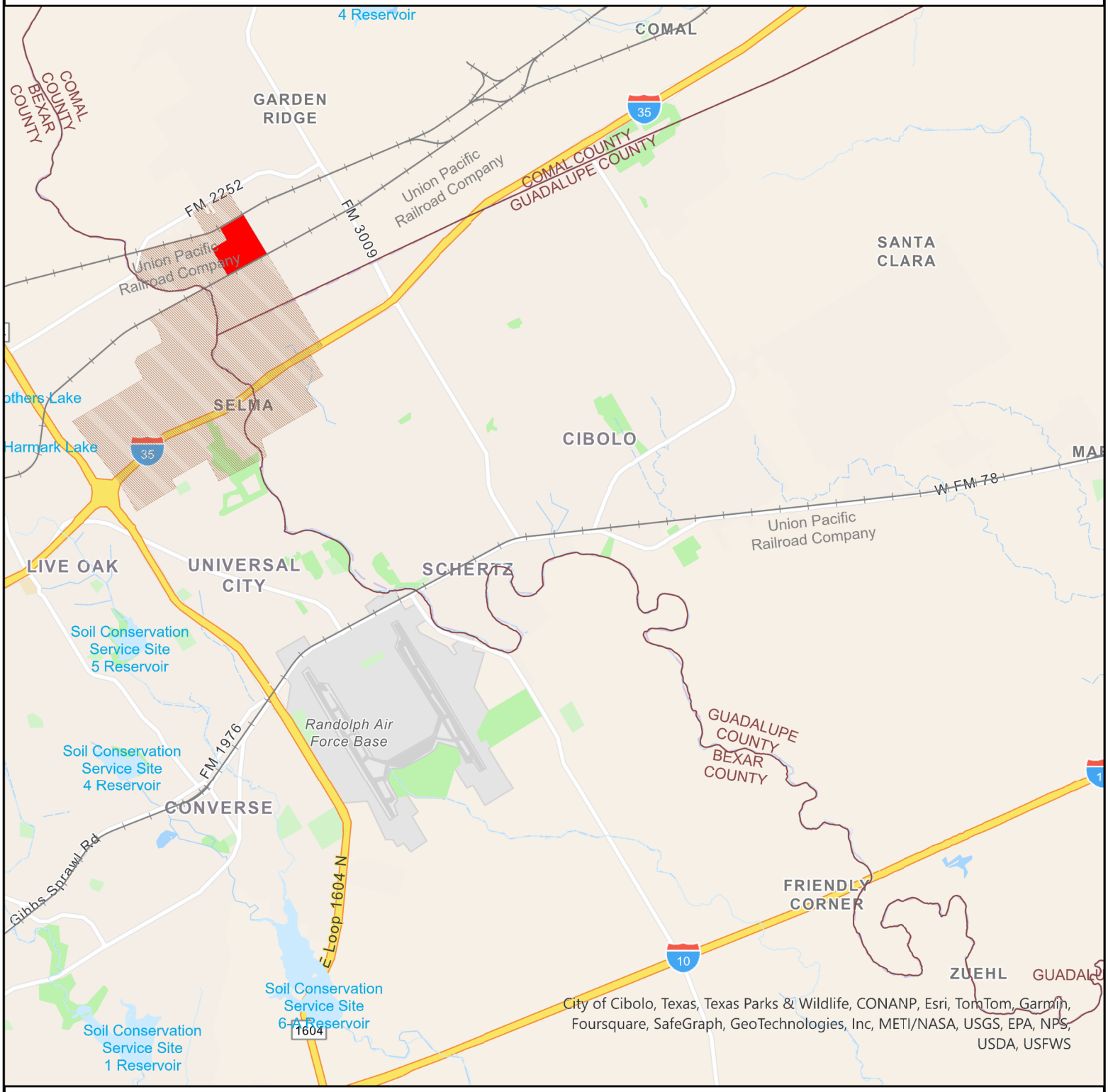
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Created by: Jacob Valentien, PE; Westwood
Date Created: 7/23/2023

EXHIBIT 3

Current Selma Water CCN Map

13.248 Petition to Amend City of Selma (CCN No. 11522) and City of Schertz (CCN No. 10645) in Comal County



Schertz CCN

N

0 5,000 10,000 20,000 Feet

Created by: Jacob Valentien, PE; Westwood
Date Created: 7/23/2023

EXHIBIT 4

Metes and Bounds and Preliminary Plat

DESCRIPTION, of a 141.494 acre (6,163,461 square foot) tract of land situated in the Vincente Micheli Survey, Abstract No. 383, Comal County, Texas; said tract being all of that tract of land described as 142.096 acres in Special Warranty Deed to Schertz 312, LLC recorded in Document No. 201806024987 of the Official Public Records of Comal, County, Texas; said 141.494 acre (6,163,461 square foot) tract being more particularly described as follows (bearing system for this survey is based on the Texas Coordinate System of 1983 (2011 adjustment), South Central Zone 4204, based on observations made on July 26, 2021 with a combined scale factor of 1.00014.):

BEGINNING, at a 1/2-inch iron rod with "PACHECO KOCH" cap set for the east corner of said Schertz 312, LLC tract; said point being in the northwest right-of-way line of Union Pacific Railroad (a 100-foot- wide right-of-way) and the south corner of that tract of land described as 83.514 acres in Special Warranty Deed to Schertz 312, LLC recorded in Document No. 201806024955 of the said Official Public Records;

THENCE, South 61 degrees, 54 minutes, 46 seconds West, along said northwest line of Union Pacific Railroad and the southeast line of said 142.096 acre tract, a distance of 2,601.87 feet to a 1/2-inch iron rod with "CUDE" cap found for the south corner of said 142.096 acre tract;

THENCE, North 30 degrees, 20 minutes, 38 seconds West, departing said northwest line of Union Pacific Railroad, a distance of 1,843.02 feet to a 1/2-inch iron rod with "CUDE" cap found for the west corner of said 142.096 acre tract;

THENCE, North 59 degrees, 36 minutes, 10 seconds East, a distance of 1,074.50 feet to a 1/2-inch iron rod with "CUDE" cap found for an inner ell corner of said 142.096 acre tract;

THENCE, North 29 degrees, 37 minutes, 55 seconds West, a distance of 817.74 feet to a 1/2-inch iron rod with "PACHECO KOCH" cap set for the northwest corner of said 142.096 acre tract; said point being in the south right-of-way line of Missouri Pacific Railroad (a 100-foot wide right-of-way);

THENCE, North 60 degrees, 06 minutes, 56 seconds East, along said south line of Missouri Pacific Railroad and the northwest line of said 142.096 acre tract, a distance of 1,514.90 feet to a 1/2-inch iron rod with "PACHECO KOCH" cap set for the north corner of said 142.096 acre tract;

THENCE, South 30 degrees, 28 minutes, 10 seconds East, departing said south line of Missouri Pacific Railroad and said northwest line of the 142.096 acre tract, at a distance of 40.29 feet passing a northerly corner of said 142.096 acre tract, continuing in all a total distance of 1,132.16 feet to a 1/2-inch iron rod with "PACHECO KOCH" cap set for an angle point;

THENCE, South 30 degrees, 16 minutes, 05 seconds East, at a distance of 175.40 feet passing a 1/2-inch iron rod with "CUDE" cap found for the northwest terminus of Tejas Way (a 70-foot wide right-of-way), at a distance of 420.80 feet passing a 1/2-inch iron rod with "CUDE" cap found for the southwest terminus corner of said Tejas Way, continuing in all a total distance of 1,619.84 feet to the **POINT OF BEGINNING**;

CONTAINING: 6,163,461 square feet or 141.494 acres of land, more or less.

The undersigned, Registered Professional Land Surveyor, hereby certifies that the foregoing description accurately sets out the metes and bounds of the tract described.

Dustin C. Pustejovsky 2022-11-16

Dustin C. Pustejovsky Date
Registered Professional Land Surveyor No. 6690
Pacheco Koch Consulting Engineers, Inc.
4060 Bryant Irvin Road, Fort Worth, TX 76109
(817) 412-7155
TX Reg. Surveying Firm LS-10008001



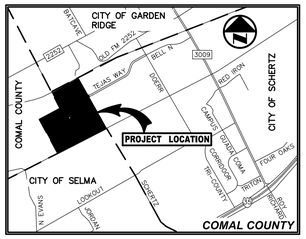
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LEGEND

- FH ◇ FIRE HYDRANT
- WV ⊗ WATER VALVE
- SS ◯ SAN. SEWER MANHOLE
- ● INTERNAL LOT CORNERS
- IRS 1/2-INCH IRON ROD W/"PACHECO KOCH" CAP SET
- (C.M.) CONTROLLING MONUMENT
- PROPERTY LINE
- EASEMENT LINE
- FENCE
- OHL OVERHEAD UTILITY LINE
- 613 EXIST CONTOUR
- WATER LINE
- WASTEWATER LINE
- WW FLOW ARROW
- PROP SWALE
- SWALE FLOW ARROW
- Ⓢ PROP SS MH
- CITY LIMIT LINE

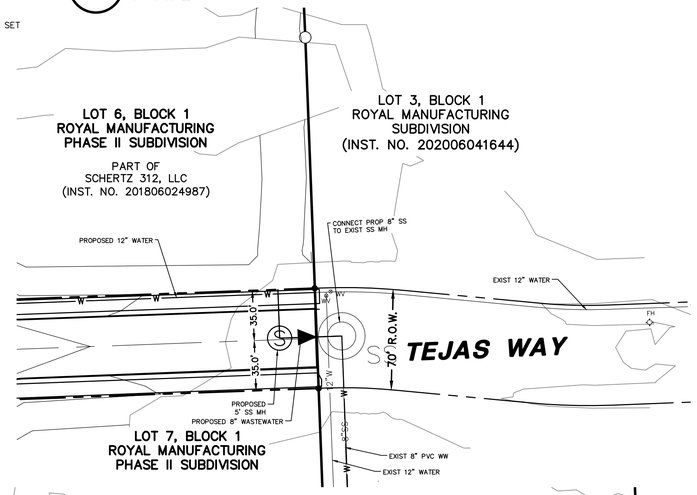
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GRAPHIC SCALE IN FEET
1" = 200'

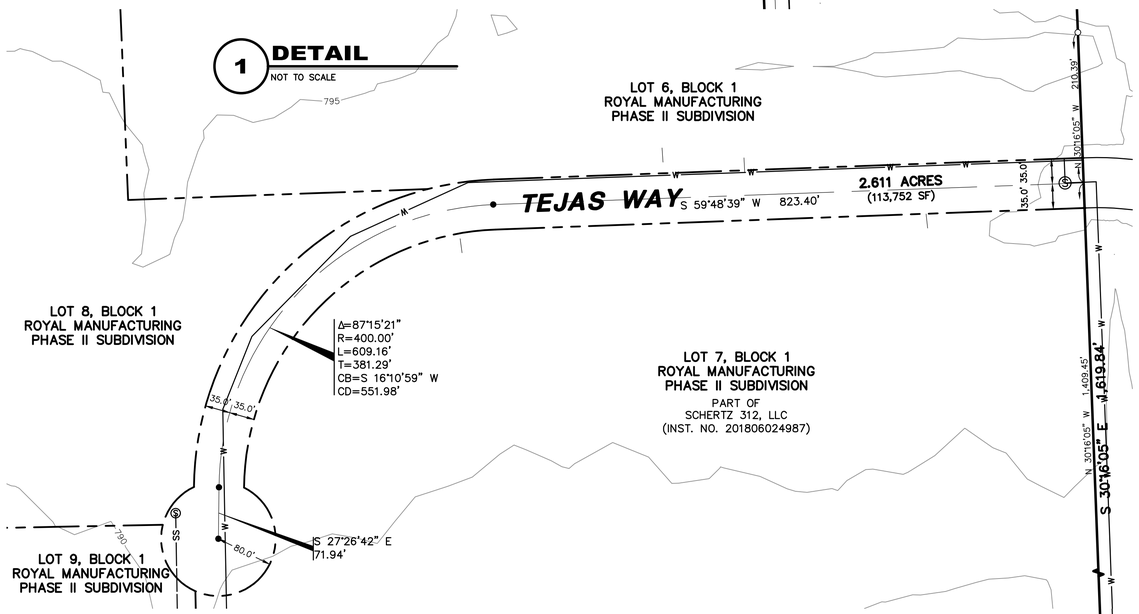


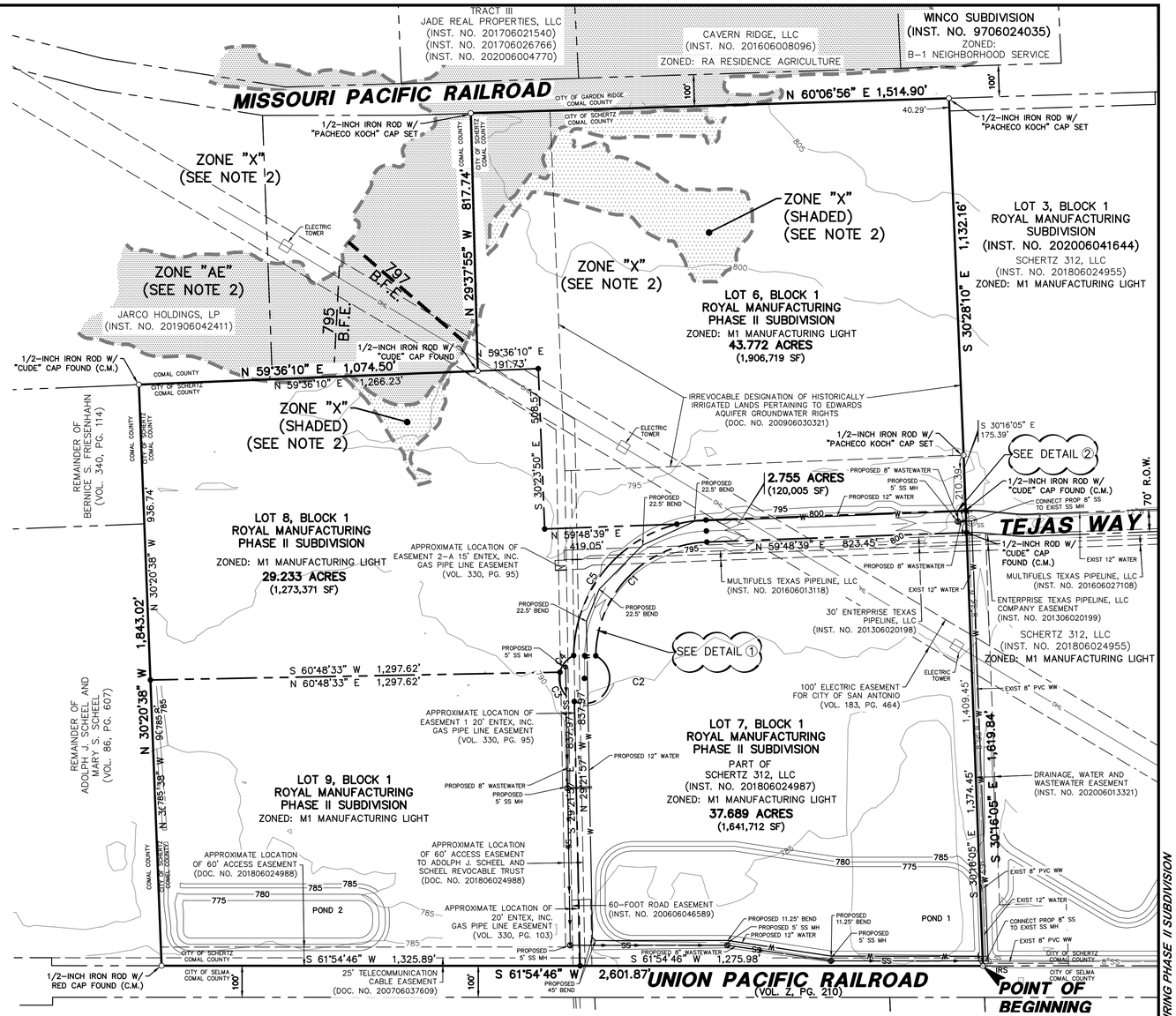
VICINITY MAP
(NOT TO SCALE)

2 DETAIL
NOT TO SCALE



1 DETAIL
NOT TO SCALE





CURVE TABLE						
CURVE	DELTA	RADIUS	LENGTH	TANGENT	CHORD BEARING	CHORD
C1	087°15'21"	365.00'	555.86'	347.92'	N 16°10'59" E	503.68'
C2	177°03'07"	80.00'	247.21'	3108.82'	N 2°58'28" W	159.95'
C3	080°28'55"	80.00'	112.37'	67.70'	S 54°12'28" E	103.36'
C4	050°34'38"	80.00'	70.62'	37.80'	S 11°19'19" W	68.35'
C5	074°57'36"	435.00'	569.11'	333.55'	S 10°02'06" W	529.38'

AREA TABLE		
LOT	SF	ACRES
GROSS AREA	6,163,461	141.494
LOT 6, BLOCK 1	1,906,719	43.772
LOT 7, BLOCK 1	1,641,712	37.689
LOT 8, BLOCK 1	1,273,371	29.233
LOT 9, BLOCK 1	1,221,654	28.045
RIGHT-OF-WAY	120,005	2.755

NOTES

1. Bearing system for this survey is based on the Texas Coordinate System of 1983 (2011 adjustment), South Central Zone 4204, based on observations made on July 26, 2021 with a combined scale factor of 1.00014.
2. Subject property is shown on the National Flood Insurance Program Flood Insurance Rate Map for Comal County, Texas and Incorporated Areas, Map No. 48091C0485F, Community-Panel No. 485463 0485 F, Revised Date: September 2, 2009. The location of the said floodzones is based on said map, is approximate and is not located on the ground. Relevant zones are defined on said map as follows:
   - Zone "X" Shaded – Other Areas: Areas of 0.2% chance annual chance flood; areas of 1% annual chance flood with average depths of less than 1 foot or with drainage areas less than 1 square mile; and areas protected by levees from 1% annual chance flood.
   - Zone "X" – Other Areas: Areas determined to be outside the 0.2% annual chance floodplain.
   - Zone "AE" – Special Flood Hazard Areas (SFHAs) subject to inundation by the 1% annual chance flood: Base flood elevations determined.
3. Notice: Selling a portion of this addition by metes & bounds is a violation of city ordinance and state law and is subject to fines and withholdings of utilities and permits.
4. All open space, common areas, green belts, drainage easements, or other areas identified as private, shall be the responsibility of the owner or owners successors and/or assigns provided such successor or assign is approved by the City.
5. Maintenance of dedicated utility easements is the responsibility of the property owner. Any use, of an easement, or any portion of it, including landscaping or drainage features, is subject to and shall not conflict with the terms and conditions in the easement, must not endanger or interfere with teh rights granted by the easement to Comal County utilities, its successors and assigns, and shall be subject to applicable permit requirements of Comal County or any other governing body. The property owner must obtain, in advance, written agreement with the utilities to utilize the easement, or any part of it.
6. Buildable Lots: 4 (Four)

	ACREAGE	ZONED
LOT 6, BLOCK 1	43.772	M1 MANUFACTURING LIGHT
LOT 7, BLOCK 1	37.689	M1 MANUFACTURING LIGHT
LOT 8, BLOCK 1	29.233	M1 MANUFACTURING LIGHT
LOT 9, BLOCK 1	28.045	M1 MANUFACTURING LIGHT

7. The thoroughfare alignments shown on this exhibit are for illustration purposes and do not set the alignment. Allignment is determined at time of final plat.
8. Development shall be in accordance with floodplain ordinance in effect at the time of construction application.
9. Cross access between lots is required at time of final plat for each site development plan.
10. Secondary access to right of way off Doerr Lane shall be accomplished with an easement through Lot 3 Block 1, Doerr Lane Industrial. Agreement has been signed and notorized to have access under construction by December 1st, 2022.

COUNTY CLERK CERTIFICATION

STATE OF TEXAS ~
COUNTY OF COMAL ~

I, Bobby Koepp, County Clerk of said County, do hereby certify that this plat was filed for record in my office on the ____ day of _____, 20__ at _____ and duly recorded the _____ day of _____, 20__ at _____ in Document No. _____, Official Public Records of Comal County, Texas.

COUNTY CLERK, COMAL COUNTY, TEXAS

By: _____
DEPUTY

OWNER:
SCHERTZ 312, LLC
9601 McALLISTER FREEWAY, SUITE 1120
SAN ANTONIO, TX 78216
210-338-5220

CIVIL ENGINEER:
PACHECO KOCH CONSULTING ENGINEERS, INC.
8701 N. MOPAC EXPY, SUITE 320
AUSTIN, TEXAS 78759
CONTACT: JACOB W. VALENTIEN, PE
512-485-0831
jvalentien@pkce.com

SURVEYOR:
PACHECO KOCH CONSULTING ENGINEERS, INC.
4060 BRYANT IRVIN ROAD
FORT WORTH, TEXAS 76109
CONTACT: DUSTIN C. PUSTEJOVSKY, RPLS
817-412-7155
dpustejovsky@pkce.com

SHEET 1 OF 2
PRELIMINARY PLAT

LOTS 6-9, BLOCK 1 ROYAL MANUFACTURING PHASE II SUBDIVISION

BEING 141.494 ACRES OF LAND LOCATED IN THE VINCENTE MICHELI SURVEY, ABSTRACT NO. 383, CITY OF SCHERTZ, COMAL COUNTY, TEXAS AND BEING ALL OF THAT TRACT OF LAND DESCRIBED TO SCHERTZ 312, LLC IN INST. NO. 201806024987, OFFICIAL PUBLIC RECORDS, COMAL COUNTY, TEXAS

Pacheco Koch
4060 BRYANT IRVIN ROAD
FORT WORTH, TX 76109 817.412.7155
TX REG. ENGINEERING FIRM F-469
TX REG. SURVEYING FIRM LS-10008001

DRAWN BY	CHECKED BY	SCALE	DATE	JOB NUMBER
MCL	DCP	1"=200'	APR 2022	3160-21.411

PRELIMINARY PLAT - LOTS 6-9, BLOCK 1, ROYAL MANUFACTURING PHASE II SUBDIVISION

SAGUZMAN
8/30/2022 11:20 AM
M:\DWG-31\3160-21.411\DWG\SURVEY C3D 2018\3160-21.411PP.DWG

CIBOLO CREEK MUNICIPAL AUTHORITY:

This proposed development has been reviewed and approved by the Cibolo Creek Municipal Authority (CCMA) for wastewater treatment plant capacity and easements. All fees due for impact to the system at time of connection will be calculated at submittal of building permit application.

By: _____
Agent for Cibolo Creek Municipal Authority

CITY ENGINEER CERTIFICATION

I, the undersigned, City Engineer of the City of Schertz, Texas, hereby certify that this subdivision plat conforms to all requirements of the subdivision regulations of the county as to which this approval is required.

_____
City Engineer

PLANNING AND ZONING CERTIFICATION

This plat of Lots 6-9, Block 1 , Royal MANUFACTURING PHASE II Subdivision has been submitted to and considered by the Planning & Zoning Commission of the City of Schertz, and hereby approved by such commission.

By _____
Chairman

By _____
Secretary

OWNER CERTIFICATE & DEDICATION STATEMENT

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

That, Schertz 312, LLC, being the sole owner of the land shown on this plat, acting by and through the undersigned, its duly authorized agent, dedicates to the use of the public, except areas identified as private or part of an enclave or planned unit development, forever all streets, alleys, parks, watercourses, drains, easements and public places thereon shown for the purpose and consideration therein expressed.

WITNESS, my hand at _____, Texas, this the __ day of _____, 20__.

SCHERTZ 312, LLC
9601 McALLISTER FREEWAY, SUITE 1120
SAN ANTONIO, TX 78216
210-338-5220

_____
OWNER

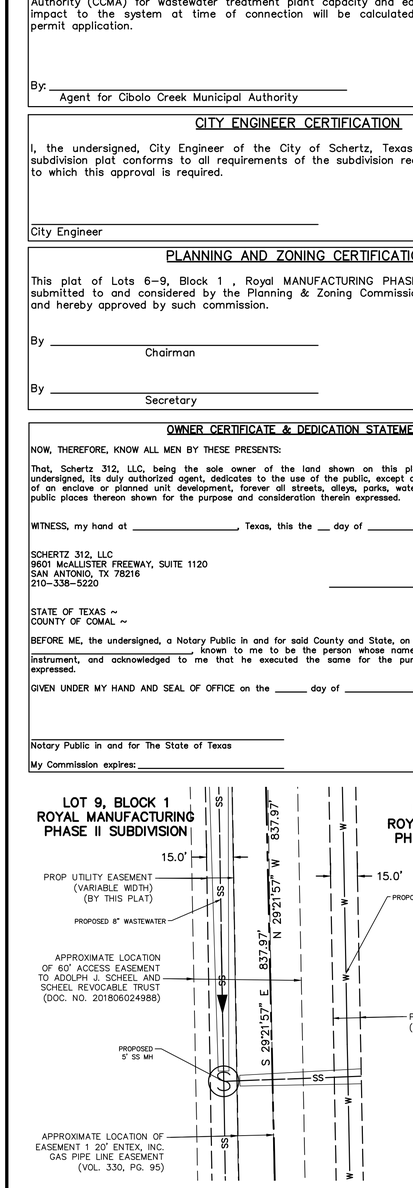
STATE OF TEXAS ~
COUNTY OF COMAL ~

BEFORE ME, the undersigned, a Notary Public in and for said County and State, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on the _____ day of _____, 20__.

_____
Notary Public in and for The State of Texas

My Commission expires: _____



3 DETAIL
NOT TO SCALE

4 DETAIL
NOT TO SCALE



0 100 200 400 600
GRAPHIC SCALE IN FEET
1" = 200'

LEGEND

- FH ◇ FIRE HYDRANT
- WV ⊗ WATER VALVE
- SS ◎ SAN. SEWER MANHOLE
- ● INTERNAL LOT CORNERS
- IRS 1/2-INCH IRON ROD W/"PACHECO KOCH" CAP SET
- (C.M.) CONTROLLING MONUMENT
- PROPERTY LINE
- EASEMENT LINE
- FENCE
- OHL OVERHEAD UTILITY LINE
- 613 EXIST CONTOUR
- WATER LINE
- WASTEWATER LINE
- WW FLOW ARROW
- PROP SWALE
- SWALE FLOW ARROW
- (S) PROP SS MH
- CITY LIMIT LINE

SURVEYOR'S CERTIFICATE

STATE OF TEXAS ~
COUNTY OF TARRANT ~

I, Dustin C. Pustejovsky, a Registered Professional Land Surveyor in the State of Texas, do hereby certify that this plat is true and correct and was prepared from an actual survey on the ground made by me or under my direction and supervision.

PRELIMINARY
THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT.
RELEASED 8/30/22.
Dustin C. Pustejovsky
Registered Professional Land Surveyor No. 6690
dpustejovsky@pkce.com
www.pkce.com

ENGINEERS CERTIFICATE

STATE OF TEXAS ~

COUNTY OF TRAVIS ~

I, Jacob W. Valentien, a Registered Professional Engineer in the State of Texas, hereby certify that proper Engineering consideration has been given this plat.

PRELIMINARY
THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT.
RELEASED 8/30/22.
Jacob W. Valentien
Professional Engineering No. 124993
jvalentien@pkce.com
www.pkce.com

SHEET 2 OF 2
PRELIMINARY PLAT

LOTS 6-9, BLOCK 1 ROYAL MANUFACTURING PHASE II SUBDIVISION

BEING 141.494 ACRES OF LAND LOCATED IN THE VINCENTE MICHELI SURVEY, ABSTRACT NO. 383, CITY OF SCHERTZ, COMAL COUNTY, TEXAS AND BEING ALL OF THAT TRACT OF LAND DESCRIBED TO SCHERTZ 312, LLC IN INST. NO. 201806024987, OFFICIAL PUBLIC RECORDS, COMAL COUNTY, TEXAS

Certified By: Emily Delgado
Emily Delgado
Planning and Community Development
11/09/2022 4:04:41 PM

OWNER:
SCHERTZ 312, LLC
9601 McALLISTER FREEWAY, SUITE 1120
SAN ANTONIO, TX 78216
210-338-5220

SURVEYOR:
PACHECO KOCH CONSULTING ENGINEERS, INC.
4060 BRYANT IRVIN ROAD
FORT WORTH, TEXAS 76109
CONTACT: DUSTIN C. PUSTEJOVSKY, RPLS
817-412-7155
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8701 N. MOPAC EXPY, SUITE 320
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TX REG. ENGINEERING FIRM F-469
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DRAWN BY	CHECKED BY	SCALE	DATE	JOB NUMBER
MCL	DCP	1"=200'	APR 2022	3160-21.411

SAGUZMAN
8/31/2022 11:16 AM
M:\DWG-31\3160-21.411\DWG\SURVEY C3D 2018\3160-21.411PP.DWG

PRELIMINARY PLAT - LOTS 6-9, BLOCK 1, ROYAL MANUFACTURING PHASE II SUBDIVISION

EXHIBIT 5

Small Scale (General Location) Map

13.248 Petition to Amend City of Selma (CCN No. 11522) and City of Schertz (CCN No. 10645) in Comal County



General Location Map

N

Legend

Requested Area to Transfer from CCN No. 11522 to CCN No. 10645

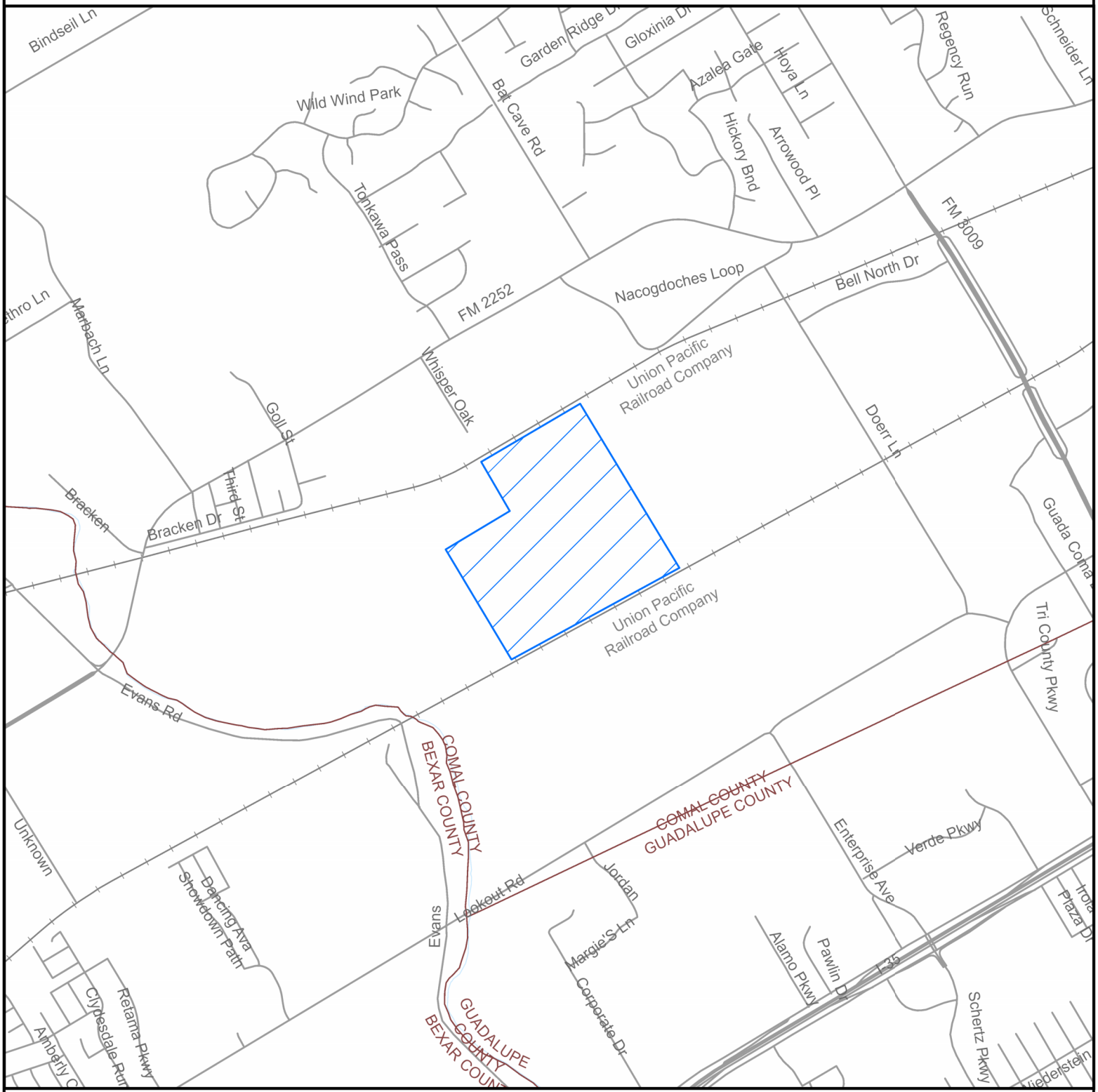
Feet 0 2,000 4,000

Created by: Jacob Valentien, PE; Westwood
Date Created: 7/23/2023

EXHIBIT 6

Large Scale (Detailed) Map

13.248 Petition to Amend City of Selma (CCN No. 11522) and City of Schertz (CCN No. 10645) in Comal County



Detailed Map

N

Legend

Requested Area to Transfer from CCN No. 11522 to CCN No. 10645

Created by: Jacob Valentien, PE; Westwood
Date Created: 7/23/2023

Feet 0 1,000 2,000

EXHIBIT 7

Electronic Filing Index

Provided via Electronic Filing

File names:

RequestAreaPostUnionCoSchertz.shp
RequestAreaPostUnionCoSchertz.idx
RequestAreaPostUnionCoSchertz.prj
Schertz Current Water CCN.pdf
Selma Current Water CCN.pdf
13.248 Detailed Map.pdf
13.248 General Location Map.pdf

EXHIBIT 8

Affidavit

AFFIDAVIT OF _____
ADDRESSING NOTICE REQUIREMENTS OF
PUBLIC UTILITY COMMISSION OF TEXAS RULE 24.256(c)(3)

STATE OF TEXAS §
§
COUNTY OF COMAL §

Before me, the undersigned authority, personally appeared _____, who, being personally known to me, stated the following:

1. "My name is _____. I am over 21 years of age, of sound mind, and capable of making this affidavit. I am personally acquainted with the facts stated in this affidavit, and they are true and correct to the best of my knowledge.

2. I am employed as _____ for the City of Schertz. My responsibilities include_____
_____
_____.

3. By this affidavit, I attest that notice of City of Schertz's monthly Board Meeting held on _____ was timely posted on _____ in accordance with the Texas Open Meetings Act. I am personally aware that this notice was timely posted."

FURTHER AFFIANT SAYETH NAUGHT.

_____
City of Schertz

SWORN TO AND SUBSCRIBED before me on this ___ day of _____, 2024

_____
Notary Public, State of Texas

AFFIDAVIT OF _____
ADDRESSING NOTICE REQUIREMENTS OF
PUBLIC UTILITY COMMISSION OF TEXAS RULE 24.256(c)(3)

STATE OF TEXAS §
§
COUNTY OF COMAL §

Before me, the undersigned authority, personally appeared _____, who, being personally known to me, stated the following:

1. "My name is _____. I am over 21 years of age, of sound mind, and capable of making this affidavit. I am personally acquainted with the facts stated in this affidavit, and they are true and correct to the best of my knowledge.

2. I am employed as _____ for the City of Selma. My responsibilities include_____
_____
_____.

3. By this affidavit, I attest that notice of City of Selma's monthly Board Meeting held on _____ was timely posted on _____ in accordance with the Texas Open Meetings Act. I am personally aware that this notice was timely posted."

FURTHER AFFIANT SAYETH NAUGHT.

_____
City of Selma

SWORN TO AND SUBSCRIBED before me on this ___ day of _____, 2024

_____
Notary Public, State of Texas

Agenda No. 18.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**July 16, 2024**
Department:	**Planning & Community Development**
Subject:	**Resolution 24-R-79 – Authorizing the revised bylaws of the Schertz Planning and Zoning Commission, and other matters in connection therewith. (B.James/L.Wood/S.Haas)**

BACKGROUND

At the December 5, 2023, City Council meeting, Ordinance 23-S-29 was approved which amended the UDC granting administrative approval authority to staff in relation to subdivision plats (preliminary, final or replats). With subdivision plats no longer requiring to be heard by the Planning and Zoning Commission, the necessity for two meetings per month was discussed at the December 13, 2023, Planning and Zoning Commission Meeting and the bylaws were proposed to be modified to reduce the regularly scheduled meetings to one (1) meeting per month.

The Planning and Zoning Commissioners also requested to change the bylaw language regarding abstention votes. Currently, the by-law language states: "When a Commission Member has no legal obligation to abstain from voting, the Commission Member is prohibited from casting a vote of abstention and must cast an "aye or yes" vote or "nay or no" vote. This language was discussed as being unclear when, in practice, the abstention vote is counted as a no vote when not legally required. Staff provided language that is consistent with City Council: "When a Commission Member has no legal obligation to abstain from voting, then an abstention shall be recorded in the minutes as an abstention and shall procedurally be treated as a “no” vote."

Finally, Ordinance 22-M-20 changed the expiration date for the terms of the appointed Planning and Zoning Commissioners from May 31st to June 30th.
The proposed bylaw revisions will reflect these changes.

GOAL

To revise the by-laws for the Planning and Zoning Commission.

COMMUNITY BENEFIT

The revised Planning and Zoning Commission by-laws will reflect current practice, and be in alignment with City Council's Boards and Commissions Appointment Calander. These changes will help eliminate confusion for the community.

SUMMARY OF RECOMMENDED ACTION

The proposed revisions will help align the city's practices and policies. Therefore, Staff is recommending approval of Resolution 24-R-79

RECOMMENDATION

Approval of Resolution 24-R-79

Attachments

Resolution 24-R-79 with Exhibits

Planning and Zoning Commission Bylaws - Redlines

RESOLUTION NO. 24-R-79

A RESOLUTION OF THE CITY COUNCIL OF SCHERTZ, TEXAS AUTHORIZING THE REVISED BYLAWS OF THE PLANNING AND ZONING COMMISSION, AND OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, the Planning and Zoning Commission of the City of Schertz (the "City") has recommended that the City approve the revised Bylaws, herein as "Exhibit A" of the Planning and Zoning Commission; and

WHEREAS, the City Council has determined that it is in the best interest of the City to approve the revised Bylaws of the Planning and Zoning Commission

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

Section 1. The City Council hereby authorizes the revised bylaws of the Planning and Zoning Commission.

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section S. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

Section 7. This Resolution shall be in force and effect from and after its final passage, and
it is so resolved.

PASSED AND ADOPTED, this _____ of _____, 2024

CITY OF SCHERTZ, TEXAS

_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheila Edmondson, City Secretary

(CITY SEAL)

Exhibit “A”

Planning and Zoning Commission Bylaws

Planning and Zoning Commission Bylaws

Section l- Purpose

The Planning and Zoning Commission shall:

A. Review and approve or make recommendations on applications as set forth in the City of Schertz Unified Development Code.
B. Make recommendations regarding the implementation of the City's Comprehensive Plan.

Section 2 - Membership and Officers

A. The Planning and Zoning Commission shall be composed of seven (7) members and two (2) additional members who shall serve as alternates. The alternates will not be seated unless one of the regular members is not in attendance at the start of the meeting. If seated, an alternate shall serve in place of the regular member even if the regular member arrives late. Four (4) members shall make a quorum.
B. Commissioners shall reside within the corporate limits of the City.
C. Commissioners shall serve two (2) year staggered terms with the terms of 3 Commissioners and the alternate expiring in odd numbered years and 4 Commissioners expiring in even numbered years.
D. Terms shall expire on June 30.
E. The Commission shall hold elections for a chair who shall serve as the presiding officer and vice chair at the first meeting in August of each year. Special elections shall be held as needed if the chair or vice chair's membership ends during their term.

Section 3 - Meetings

A. Meetings shall generally be held on the first Wednesday of the month. Meetings will be cancelled if there are no items to be considered. The meeting schedule may be adjusted to account for holidays.
B. Special meetings may be called as needed.
C. The Commission may establish committees as needed.
D. Meetings shall comply with the Texas Government Code Chapter 551 (Texas Open Meetings Act).
E. Each meeting shall provide for citizens to be heard generally as per City Council meetings.

CITIZENS' RIGHTS

1 Addressing the Commission. Any person desiring to address the Commission by oral communication shall first secure the permission of the presiding officer.

2 Manner of Addressing the Commission - Time Limit. Each person addressing the Commission shall speak at the podium into the microphone (or at another designated location), shall give his/her name and address in an audible tone of voice

for the record, and, unless further time is granted by the Commission, shall, subject to Section E4 below, limit his/her remarks to three (3) minutes or less. All remarks shall be addressed to the Commission as a body, and not to any individual member thereof. No person, other than members of the Commission or City staff (when requested by the presiding officer) and the person having the floor, shall be permitted to enter into any discussion, either directly or through the members of the Commission, unless requested or approved by the presiding officer. No questions shall be asked of the Commission members, except through the presiding officer. Responses to questions may be limited as required by State law.

3 Personal and Slanderous Remarks. Any person making personal, impertinent, or slanderous remarks, or who shall become boisterous, either while addressing the Commission or otherwise while in attendance at a Commission meeting, may be requested to leave the meeting, if after receiving a warning from the presiding officer a person persists in disturbing the meeting, and may be removed from the meeting if necessary for the conduct of the remainder of the meeting.

4 Public Hearings. After being recognized by the presiding officer, interested persons, or their authorized representatives, may address the Commission with respect to the subject matter of a public hearing being conducted. The presiding officer may establish procedures at a public hearing to limit the amount of time (which, unless modified by the presiding officer, shall be as set forth in Section E2 above) interested persons may speak, subject to the Commission members' right to appeal the presiding officer's ruling pursuant to Section F6. Subject to modification by the presiding officer, and subject to the Commission members' right of appeal pursuant to Section F6, the normal order of a public hearing is as follows: (i) the opening of the hearing and the establishment, if any, of a modified public hearing procedure by the presiding officer; (ii) address to the Commission by any interested person(s); (iii) discussion by the presiding officer and Commission members, including requests for information from City staff or any person(s) who addressed the Commission; and (iv) action by the Commission, if any is posted on the agenda relating to the hearing.

5 Written Communications. Interested persons, or their authorized representatives, may address the Commission by written communication in regard to any matter concerning the City's business or over which the Commission has control at any time by direct mail or by addressing the City Secretary, who shall, on the request of the writer, distribute copies to the Commission members.

6 Hearing of Residents. There shall be included on the agenda of each Planning and Zoning Commission meeting an item labeled "Hearing of Residents". After being recognized by the presiding officer, members of the public (giving precedence to residents of the City) may address the Commission on items on or not on the agenda at that time, providing they have completed the "Hearing of Residents" form, unless authorized by the presiding officer. The form shall be made available to persons wishing to address the Commission prior to the calling of the meeting to order and

such completed form shall be made available to the presiding officer prior to the calling of the meeting to order. The persons signed up for "Hearing of Residents" must speak during the "Hearing of Residents" portion of the meeting. Commission members and members of City staff may not discuss unposted items nor take any action thereon other than to (1) make a statement of factual information, (2) make a statement of existing City policy, or (3) discuss placing the item on a future agenda. Persons speaking shall be subject to the time limits set forth in Section E2, unless otherwise authorized by the presiding officer.

F. Motions and Meeting Procedures are as follows:

1 Motions. A Commission member, after he/she obtains the floor, or the presiding officer may make a motion on the particular subject of discussion or a procedural point as permitted. A "Second" to the motion, if required, must be made by a Commission member who did not make the motion within a reasonable but brief time period. The presiding officer may not "Second" a motion. A motion or a "Second" merely implies that the maker of the motion and the person who "Seconds" agree that the motion should come before the meeting and not that he/she necessarily favors the motion. Without a "Second", if required, the motion dies. If a motion is made to conditionally approve, deny, recommend conditional approval or recommend denial of an agenda item, the Commission member must also state the reasons for conditional approval, denial, recommend conditional approval or recommend denial, and provide a citation to the regulation, ordinance, and/or law as required by the Unified Development Code.

2 Debate. Debate, if permitted, must be limited to the merits of the issue under discussion as stated by the presiding officer.

3. Motion Procedures. There are twelve (12) types of motions in three (3) categories: Meeting Conduct Motions (4 types), Disposition Motions (7 types), and Main Motions (1 type)*. When any motion is pending, any motion listed above it on the chart below is in order; those below it are out of order.

Section 9.3 through 9.14 are included by permission of Donald A. Tortorice, The Moder Rule Order, ABA Publishing, 2nd Edition

Motion	May Interrupt Speaker	Second Required	Debatable	Amendable	Resolved by Chair No Vote	Affirmative Vote by 4 members	2/3 Vote
Meeting Conduct Motions							
point of privilege	yes	no	no	no	yes	no	no
point of procedure or order	yes	no	no	no	yes	no	no
to appeal a ruling	no	yes	yes	no	no	yes	no
to recess	no	yes	yes	yes	no	yes	no
Disposition Motions							
to withdraw	yes	no	no	no	yes	no	no
to postpone	no	yes	yes	yes	no	yes	no
to refer	no	yes	yes	yes	no	yes	no
to amend	no	yes	yes	yes	no	yes	no
to limit or close debate or "call the question"	no	yes	yes	yes	no	no	yes
to extend debate	no	yes	yes	yes	no	yes	no
to count the vote	no	yes	no	no	no**	no	no
Main Motions							
to reconsider	yes	yes	if original motion was debatable	no	no	yes	no
to rescind	no	yes	yes	yes	no	no	yes
to take action	no	yes	yes	yes	no	Yes***	no

** Mandatory if seconded; no vote required

*** Unless not allowed

4 Point of Privilege. A point of privilege, sometimes called a point of personal privilege, is a communication from a Commission member to the presiding officer, drawing urgent attention to a need for personal accommodation. For example, the point may relate to an inability to see or hear, a matter of comfort, a matter of requested convenience, or an overlooked right of privilege that should have been accorded to the Commission member(s). In essence, it is a call to the presiding officer for the purpose of assuring a Commission member's convenient and appropriate participation in the meeting. Because of its urgent nature, a point of privilege can interrupt a speaker. Because it is addressed to the attention of and action by the presiding officer, it cannot be debated or amended, and no vote is required.

5 Point of Procedure or Order. A point of procedure, sometimes called a point of order, is a question addressed to the presiding officer, no seconding is required, and either inquiring into the manner of conducting business or raising a question about the propriety of a particular procedure. It is simply an inquiry and is resolved by correction or clarification by the presiding officer. A point of procedure can interrupt a speaker. Because it is addressed to the attention of and action by the presiding officer, a second is not required, and it cannot be debated or amended, and no vote is taken.

6 To Appeal a Ruling. Decisions or rulings of the presiding officer are final on questions of procedure, except that any ruling by the presiding officer's ruling can be appealed to a vote of the Commission. Whenever a Commission member questions the appropriateness or essential fairness of the presiding officer, that member can appeal the ruling to a vote of the meeting. If, however, a motion is out of order as a matter of law (not a proper subject of the meeting, improper notice given, etc.), the presiding officer's ruling cannot be appealed. A motion to appeal cannot interrupt a speaker. To prevent frivolous appeals, a second is required. The motion is subject to debate (which should be brief) and, by its nature, is not amendable. To overrule a procedural decision of the presiding officer, an affirmative vote of four (4) Commission members is required.

7 To Recess. A motion to recess requests a brief interruption of the meeting's business, usually so that an ancillary matter can be addressed, or simply to provide a needed break. Unless stated in the motion, the period of recess is decided by the presiding officer. If necessary, a recess can extend the meeting from one day to another, subject to State law. The motion cannot interrupt a speaker, and a second is required. It is debatable, it can be amended, and an affirmative vote of four (4) Commission members is required.

8 To Withdraw. Only the maker of the motion can make a motion to withdraw it. It is essentially a communication to the presiding officer that the maker is withdrawing his/her proposal. This is the maker's privilege; thus, it does not require a second. Because the withdrawal motion obviates discussion, it can interrupt a speaker. In addition, because another Commission member later can make a similar motion, a withdrawal motion is not subject to debate, amendment,

or vote. The presiding officer should simply state that the motion is withdrawn, and the meeting should proceed with a new treatment of the issue at hand--or a new issue.

9 To Postpone or Extend. These motions may arise from a need for further information, a matter of convenience, or for any other reason that will enable the Commission to deal with the issue more effectively during the same meeting or at a later time. Unless otherwise specifically provided in the motion itself, a postponed or extension motion can be renewed at a later appropriate time during the meeting or, if properly posted, at a later meeting. This motion cannot interrupt a speaker. It requires a second, it is debatable, and it is amendable (particularly as to postponement, timing), and an affirmative vote of four (4) Commission members is required.

10 To Refer. A motion to refer is typically used to submit an issue to a committee, usually for study leading to a subsequent recommendation. Because it ordinarily disposes the motion for purposes of the current meeting, a motion to refer is subject to the same rules that apply to a main motion. (See Section Fl4). This motion cannot interrupt a speaker, and a second is required. It is debatable and amendable, and an affirmative vote of-four (4) Commission members is required.

11 To Amend. A motion to amend proposes a change in the wording of a motion then under consideration. When a motion to amend is pending and an amendment to the amendment is proposed, the presiding officer should focus discussion on the latest amendment, resolve that question, then proceed to the first amendment before continuing discussion on the main motion. Votes on amendments are thus in reverse order of the sequence in which they are proposed. A motion to amend cannot interrupt a speaker. It requires a second, and it is debatable and amendable. An affirmative vote of four (4) Commission members is required for approval of the amendment. Note that State law may restrict amendments to proposals that are required to be set forth in the notice of the meeting.

12 To Limit or Close Debate or "Call the Question". Because the extent to which an issue is discussed rests primarily with discretion of the presiding officer, it is the presiding officer who carries the burden of ensuring that adequate time and discussion are given to differing points of view. A motion to limit or close debate is therefore an overruling of the presiding officer's determination. A motion to close debate is the same as a motion to "call the question". Because this motion affects the most fundamental right of any Commission member, the right to speak one's views, it is the only procedural motion that requires an affirmative vote of two-thirds of participants voting.

13 To Count the Vote. A motion to count the vote should be limited to those circumstances where the convenient hearing of "yeas" and "nays" cannot clearly resolve the issue. It represents the right of a Commission member to have a vote demonstrated by count. That count can be directed by the presiding officer either as a showing of hands or a standing of voting members while the vote is recorded.

Upon completion of the count, the presiding officer announces the result-and final disposition of the issue voted upon. This motion cannot interrupt a speaker. It requires a second; it is neither debatable nor amendable; and, because of the importance of the matter, it should be considered mandatory; thus, no vote is required.

14 Motion to Reconsider. Allows a main motion to be brought back before the Commission for consideration. May be made only at the meeting at which the vote to be reconsidered was taken. It may be made by any member of the Commission. Any Commission member may second it. It can be made while any other question is pending, even if another member has the floor. It requires a majority vote to pass. A motion may only be reconsidered twice. If the reconsideration is moved while another subject is before the Commission, it cannot interrupt the pending business, but, as soon as the pending business has been disposed of the motion has the preference over all other main motions and general business of the agenda. In such a case the presiding officer does not state the question on the reconsideration until the immediately pending business is completed.

15 Motion to Rescind. The motion to rescind is a main motion without any privilege, may only be made when there is nothing else before the Commission and must be made at the same meeting at which the subject matter of the motion was considered, and it requires a two-thirds vote of the commission members. It cannot be made if a motion to reconsider has been previously made. The motion to rescind can be applied to votes on all main motions with the following exceptions: votes cannot be rescinded after something has been done as a result of that vote that the Commission cannot undo; or, where a resignation has been acted upon, or one has been appointed to, or expelled from, a committee or office, and was present or was officially notified. In the case of expulsion, the only way to reverse the action afterwards is to restore the person to the committee or office, which requires the same preliminary steps and vote as is required for the original appointment.

16 To Take Action: Main Motions. Main motions state proposed policy or action on a substantive issue being considered by the Commission. As such, the motion is an initial call to take particular action. Although lowest in precedence among all motions, main motions are clearly the most important: through their content, the business decisions of the Commission are determined. A main motion can be made only when a prior main motion has been disposed of. It cannot interrupt a speaker; a second is required; it is debatable and amendable; and an affirmative vote of four (4) Commission members is required unless a greater vote is prescribed by the Charter or State law.

17 Effect of Abstentions; action on required Abstentions; Effect of non-required Abstentions. The following rules shall apply when a Commission Member abstains from voting on an item:

a. When the Commission Member is Legally Obligated to Abstain from Voting.
When a Commission Member is legally obligated to abstain from voting pursuant to Texas Local Government Code Chapter 171, a local ordinance or the City Charter then the Commission Member shall leave the dais and exit City Council Chambers until such time as the debate and vote on the item has been concluded. Staff shall record that the Commission Member left the room and abstained from the vote in the official minutes and there shall be no other effect.

b. When the Commission Member Has No Legal Obligation to Abstain from Voting.
When a Commission Member has no legal obligation to abstain from voting, then an abstention shall be recorded in the minutes as an abstention and shall procedurally be treated as a "no" vote.

PROPOSED REDLINES

Planning and Zoning Commission Bylaws

Section l- Purpose

The Planning and Zoning Commission shall:

A. Review and approve or make recommendations on applications as set forth in the City of Schertz Unified Development Code.
B. Make recommendations regarding the implementation of the City's Comprehensive Plan.

Section 2 - Membership and Officers

A. The Planning and Zoning Commission shall be composed of seven (7) members and two (2) additional members who shall serve as alternates. The alternates will not be seated unless one of the regular members is not in attendance at the start of the meeting. If seated, an alternate shall serve in place of the regular member even if the regular member arrives late. Four (4) members shall make a quorum.
B. Commissioners shall reside within the corporate limits of the City.
C. Commissioners shall serve two (2) year staggered terms with the terms of 3 Commissioners and the alternate expiring in odd numbered years and 4 Commissioners expiring in even numbered years.
D. Terms shall expire on ~~May 31~~ June 30.
E. The Commission shall hold elections for a chair who shall serve as the presiding officer and vice chair at the first meeting in August of each year. Special elections shall be held as needed if the chair or vice chair's membership ends during their term.

Section 3 - Meetings

A. Meetings shall generally be held on the first Wednesday of the month ~~second and fourth Wednesdays of the month~~. Meetings will be cancelled if there are no items to be considered. The meeting schedule may be adjusted to account for holidays.
B. Special meetings may be called as needed.
C. The Commission may establish committees as needed.
D. Meetings shall comply with the Texas Government Code Chapter 551 (Texas Open Meetings Act).
E. Each meeting shall provide for citizens to be heard generally as per City Council meetings.

CITIZENS' RIGHTS

1 Addressing the Commission. Any person desiring to address the Commission by oral communication shall first secure the permission of the presiding officer.

2 Manner of Addressing the Commission - Time Limit. Each person addressing the Commission shall speak at the podium into the microphone (or at another designated location), shall give his/her name and address in an audible tone of voice

for the record, and, unless further time is granted by the Commission, shall, subject to Section E4 below, limit his/her remarks to three (3) minutes or less. All remarks shall be addressed to the Commission as a body, and not to any individual member thereof. No person, other than members of the Commission or City staff (when requested by the presiding officer) and the person having the floor, shall be permitted to enter into any discussion, either directly or through the members of the Commission, unless requested or approved by the presiding officer. No questions shall be asked of the Commission members, except through the presiding officer. Responses to questions may be limited as required by State law.

3 Personal and Slanderous Remarks. Any person making personal, impertinent, or slanderous remarks, or who shall become boisterous, either while addressing the Commission or otherwise while in attendance at a Commission meeting, may be requested to leave the meeting, if after receiving a warning from the presiding officer a person persists in disturbing the meeting, and may be removed from the meeting if necessary for the conduct of the remainder of the meeting.

4 Public Hearings. After being recognized by the presiding officer, interested persons, or their authorized representatives, may address the Commission with respect to the subject matter of a public hearing being conducted. The presiding officer may establish procedures at a public hearing to limit the amount of time (which, unless modified by the presiding officer, shall be as set forth in Section E2 above) interested persons may speak, subject to the Commission members' right to appeal the presiding officer's ruling pursuant to Section F6. Subject to modification by the presiding officer, and subject to the Commission members' right of appeal pursuant to Section F6, the normal order of a public hearing is as follows: (i) the opening of the hearing and the establishment, if any, of a modified public hearing procedure by the presiding officer; (ii) address to the Commission by any interested person(s); (iii) discussion by the presiding officer and Commission members, including requests for information from City staff or any person(s) who addressed the Commission; and (iv) action by the Commission, if any is posted on the agenda relating to the hearing.

5 Written Communications. Interested persons, or their authorized representatives, may address the Commission by written communication in regard to any matter concerning the City's business or over which the Commission has control at any time by direct mail or by addressing the City Secretary, who shall, on the request of the writer, distribute copies to the Commission members.

6 Hearing of Residents. There shall be included on the agenda of each Planning and Zoning Commission meeting an item labeled "Hearing of Residents". After being recognized by the presiding officer, members of the public (giving precedence to residents of the City) may address the Commission on items on or not on the agenda at that time, providing they have completed the "Hearing of Residents" form, unless authorized by the presiding officer. The form shall be made available to persons wishing to address the Commission prior to the calling of the meeting to order and

such completed form shall be made available to the presiding officer prior to the calling of the meeting to order. The persons signed up for "Hearing of Residents" must speak during the "Hearing of Residents" portion of the meeting. Commission members and members of City staff may not discuss unposted items nor take any action thereon other than to (1) make a statement of factual information, (2) make a statement of existing City policy, or (3) discuss placing the item on a future agenda. Persons speaking shall be subject to the time limits set forth in Section E2, unless otherwise authorized by the presiding officer.

F. Motions and Meeting Procedures are as follows:

1 Motions. A Commission member, after he/she obtains the floor, or the presiding officer may make a motion on the particular subject of discussion or a procedural point as permitted. A "Second" to the motion, if required, must be made by a Commission member who did not make the motion within a reasonable but brief time period. The presiding officer may not "Second" a motion. A motion or a "Second" merely implies that the maker of the motion and the person who "Seconds" agree that the motion should come before the meeting and not that he/she necessarily favors the motion. Without a "Second", if required, the motion dies. If a motion is made to conditionally approve, deny, recommend conditional approval or recommend denial of an agenda item, the Commission member must also state the reasons for conditional approval, denial, recommend conditional approval or recommend denial, and provide a citation to the regulation, ordinance, and/or law as required by the Unified Development Code.

2 Debate. Debate, if permitted, must be limited to the merits of the issue under discussion as stated by the presiding officer.

3. Motion Procedures. There are twelve (12) types of motions in three (3) categories: Meeting Conduct Motions (4 types), Disposition Motions (7 types), and Main Motions (1 type)*. When any motion is pending, any motion listed above it on the chart below is in order; those below it are out of order.

Section 9.3 through 9.14 are included by permission of Donald A. Tortorice, The Moder Rule Order, ABA Publishing, 2nd Edition

PROPOSED REDLINES

Motion	May Interrupt Speaker	Second Required	Debatable	Amendable	Resolved by Chair No Vote	Affirmative Vote by 4 members	2/3 Vote
Meeting Conduct Motions							
point of privilege	yes	no	no	no	yes	no	no
point of procedure or order	yes	no	no	no	yes	no	no
to appeal a ruling	no	yes	yes	no	no	yes	no
to recess	no	yes	yes	yes	no	yes	no
Disposition Motions							
to withdraw	yes	no	no	no	yes	no	no
to postpone	no	yes	yes	yes	no	yes	no
to refer	no	yes	yes	yes	no	yes	no
to amend	no	yes	yes	yes	no	yes	no
to limit or close debate or "call the question"	no	yes	yes	yes	no	no	yes
to extend debate	no	yes	yes	yes	no	yes	no
to count the vote	no	yes	no	no	no**	no	no
Main Motions							
to reconsider	yes	yes	if original motion was debatable	no	no	yes	no
to rescind	no	yes	yes	yes	no	no	yes
to take action	no	yes	yes	yes	no	Yes***	no

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PROPOSED REDLINES

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a. When the Commission Member is Legally Obligated to Abstain from Voting.
When a Commission Member is legally obligated to abstain from voting pursuant to Texas Local Government Code Chapter 171, a local ordinance or the City Charter then the Commission Member shall leave the dais and exit City Council Chambers until such time as the debate and vote on the item has been concluded. Staff shall record that the Commission Member left the room and abstained from the vote in the official minutes and there shall be no other effect.

b. When the Commission Member Has No Legal Obligation to Abstain from Voting.
When a Commission Member has no legal obligation to abstain from voting, then an abstention shall be recorded in the minutes as an abstention and shall procedurally be treated as a "no" vote. ~~the Commission Member is prohibited from casting a vote of abstention and must cast an "aye or yes" vote or "nay or no" vote.~~

Agenda No. 19.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**July 16, 2024**
Department:	**Police Department**
Subject:	**Resolution 24-R-71 Approve a Service Contract for non-consenual towing services between Road Runner Towing and the City of Schertz to provide wrecker services within the City for public safety.(S.Williams/J.Lowery)**

BACKGROUND

The Schertz Police Department has a need to have access to a non-consensual tow service to conduct routine police services. Therefore, a Non-Consensual towing agreement with a Towing Company relating to the non-consensual towing of wrecked, disabled, or illegally parked vehicles for which the driver is incapable of driving, vehicles to be processed for evidence, and vehicles belonging to subjects being arrested by City police officers is necessary. The current contract was expiring, and a new RFP was issued for said services.

GOAL

Update the current non-consensual towing service contract that was up for review and just went through an RFP process to provide Schertz PD access to non-consuenual wrecker service.

COMMUNITY BENEFIT

Improve and maintain traffic safety management on the roadways within the City of Schertz, via a non-consensual towing agreement.

SUMMARY OF RECOMMENDED ACTION

The current non-consenual wrecker service contract was up for review and the City released an RFP for non-consenual towing and wrecker services. Road Runner Towing was the highest ranked responded and Ctiy Staff hereby recommends that the City approve the recommendation to award the contract to Road Runner Towing.

FISCAL IMPACT

This is not an expenditure contract, it is a revenue generating service contract based on the number of non-consensual tows Schertz PD utilizes.

RECOMMENDATION

Approve Resolution 24-R-71.

Attachments

Resolution 24-R-71 with attachments

RESOLUTION NO. 24-R-71

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING A NON-CONSENUAL TOWING AGREEMENT WITH ROADRUNNER TOWING, AND OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, the Schertz Police Department has a need to enter into a Non-Consensual towing agreement with a Towing Company relating to the non-consensual towing of wrecked, disabled, or illegally parked vehicles for which the driver is incapable of driving, vehicles to be processed for evidence, and vehicles belonging to subjects being arrested by City police officers; and

WHEREAS, the City released a RFP for non-consensual towing and wrecker services and received three (3) proposals and each proposal was evaluated in accordance with the published scoring criteria: and

WHEREAS, Road Runner Towing is the highest ranked respondent; and

WHEREAS, City staff hereby recommends that the City Council approve the recommendation to award the contract to Road Runner Towing for non-consensual towing and wrecker services.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

Section 1. The City Council hereby authorizes the City Manager to execute an agreement with Road Runner Towing for non-consensual towing and wrecker services (attached hereto as Exhibit A).

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

Section 7. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND ADOPTED, this ____ day of _____, 2024.

CITY OF SCHERTZ, TEXAS

_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheila Edmondson, City Secretary

EXHIBIT A

(Non-Consensual Towing and Wrecker Services Contract – July 2024)

Agenda No. 20.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**July 16, 2024**
Department:	**Public Affairs**
Subject:	**Resolution 24-R-78 - Authorizing city support for state legislation that would establish a dedicated funding mechanism for the Disabled Veterans Homestead Exemption (DVHS) during the 89th legislative session of the State of Texas (S.Williams/S.Gonzalez/L.Klepper)**

BACKGROUND

In 2011, the Texas State Legislator passed a bill creating the 100% Disabled Veterans' Homestead (DVHS) exemption to provide property tax relief to veterans who are 100% disabled. Since the passage of this bill, approximately $19 million in City of Schertz ad valorem tax revenue has been exempted. State law does provide limited relief for cities touching a US military installation who lose more than 2% of their city general fund revenue. However, this existing aid is inadequate for cities who have high concentrations of this exemption.

- In Schertz, the 100% DVHS exemption makes up 19% of all homestead residences.
- In FY 2023-24, Schertz will exempt approximately $4 million in ad valorem tax revenue, which equals 7.5 cents on the city's tax rate.

In 2023, during the 88th legislative session of the State of Texas, legislation was proposed to create a dedicated funding mechanism for cities disproportionately impacted and, unfortunately, it did not pass. Ahead of the next legislative session beginning in January 2025, the City of Schertz is proposing a resolution to support legislation that aims to establish a funding mechanism for the DVHS program.

Key Points of the resolution:

- Recognizes the valuable contributions and sacrifices of our veterans and expresses support for the original legislation aimed at addressing property tax relief for disabled veterans.
- Expresses strong support for proposed state legislation that will create a dedicated funding mechanism for the DVHS exemption program.
- Directs the City Manager and other appropriate city officials to advocate for such legislation, including engaging with state legislators and participating in relevant discussions to support its passage.
- Emphasizes the importance of exploring all measures to provide financial relief to cities disproportionately impacted by the DVHS exemption.

GOAL

To support and advocate for the passage of legislation that would create a dedicated funding mechanism for the DVHS property tax relief program bringing financial relief to cities disproportionately impacted by this exemption.

COMMUNITY BENEFIT

Proper funding reimbursement for the DVHS exemption would allow Schertz to address projects and services that have been delayed due to funding such as street repairs, facility additions, and emergency service workers.

SUMMARY OF RECOMMENDED ACTION

Staff recommends approval of Resolution 24-R-78, authorizing City support of state legislation that would create a dedicated funding mechanism for the DVHS exemption and authorizing the City Manager and other appropriate city officials to actively advocate for the passage of such legislation.

RECOMMENDATION

Staff recommends approval of Resolution 24-R-78.

Attachments

Resolution 24-R-78

RESOLUTION NO. 24-R-78

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS SUPPORTING STATE LEGISLATION TO ESTABLISH A DEDICATED FUNDING MECHANISM FOR THE DISABLED VETERANS HOMESTEAD EXEMPTION (DVHS) PROGRAM AND OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, the city of Schertz recognizes the invaluable contributions of veterans in our community through their service and sacrifice to our county; and

WHEREAS, the city supports the original legislation for the DVHS property tax relief program for disabled veterans which was not intended to disproportionately impact communities; and

WHEREAS, 100% disabled veterans' exemptions make up 19% of all homestead residences in Schertz and veterans with any disabled exemption aid makes up 51% of homesteads in Schertz; and

WHEREAS, the amount of ad valorem tax revenue the city must forgo in FY 2023-24 due to the DVHS tax exemption is $4 million which is equivalent to 7.5 cents on the city's tax rate for FY 2023-24; and

WHEREAS, the city believes the state of Texas should pass legislation to create a dedicated funding mechanism for the DVHS property tax relief program; and

WHEREAS, the city believes such legislation would provide essential financial support to cities uniquely impacted by high concentrations of DVHS exemptions, enabling them to more effectively manage property tax rates without compromising critical public services.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

Section 1. The City of Schertz hereby expresses its strong support for proposed state legislation that will create a dedicated funding mechanism for the DVHS property tax exemption program.

Section 2. The City Council directs the City Manager and other appropriate city officials to actively advocate for the passage of such legislation, including, but not limited to, communicating with state legislators, participating in relevant hearings and meetings, and collaborating with other municipalities and organizations in support of this cause.

Section 3. The City of Schertz pledges to continue exploring and supporting additional measures that can provide financial relief to communities impacted by high concentration of the DVHS exemption.

Section 4. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Texas Municipal League (TML), and the state legislative delegation representing the City of Schertz, and other relevant state officials to formally convey the City's support for this critical legislation.

PASSED AND ADOPTED, this 16th day of July, 2024.

CITY OF SCHERTZ, TEXAS

_____

Ralph Gutierrez, Mayor

ATTEST:

_____

Sheila Edmondson, City Secretary

Agenda No. 21.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**July 16, 2024**
Department:	**City Secretary**
Subject:	**Interview Committee Process and Procedure-Discussion and/or action on the Interview Committee process and procedures. (Mayor/Councilmember A.Heyward/S.Edmondson)**

BACKGROUND

Define the composition of the Interview Committee members and create the process and procedure for appointments/re-appointments of applicants to the City Boards, Commissions and Committees.

Attachments

Interview Committee Process

Ordinance Title: Board and Commission Interview Procedures

Section 1: Composition of the Interview Committee

The composition of the interview committee shall include: 3 Councilmembers, PZ Chair and EDC Chair

- Three members of the city council ~~and one alternate member of council.~~
- The chair or their designee from the Planning and Zoning (P&Z) committee.
- The chair or their designee from the Economic Development Committee (EDC).
- The chair or designee from the respective board or commission of the interviewees.

Section 2: Communication Protocol

The chair shall personally contact each interviewee by phone to communicate the selection outcome with sensitivity and professionalism, acknowledging the candidates' time and effort. Transparent communication upholds the integrity of the selection process and demonstrates respect for the candidates' participation.

Section 3: Reappointment Process

Volunteers seeking reappointment to a board or commission must update their application. The board or commission chair can recommend reappointment based on the volunteer's performance. The final decision on reappointment rests with the city council, considering the chair's recommendation and other relevant factors. Reappointment decisions aim to ensure that qualified and dedicated volunteers continue to serve effectively.

Section 4: Handling Vacancies

The interview chair has the authority to meet with the board chair and liaison of a board, excluding the P&Z and EDC, to address a single vacancy if needed outside of the regular schedule. In the case of vacancies within the P&Z and EDC boards, the interview board must convene to fill a vacancy if it falls outside the regular interview cycle. This process maintains adherence to established guidelines and procedures, promoting organization, transparency, and compliance with regulations.

Section 5: Vacancy Extension

The board may choose to keep a board or commission vacancy open if qualified applicants are lacking and may request an extension of the recruitment period to attract suitable candidates.

Agenda No. 22.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**July 16, 2024**
Department:	**Finance**
Subject:	**Ordinance 24-M-124 - Conduct a public hearing to amend the City of Schertz Code of Ordinances and certain other ordinances by amending and establishing fees for certain licenses, permits, and other services.** ***First Reading*** **(S.Gonzalez/J.Walters)**

BACKGROUND

City Departments collect a wide variety of fees for permits, services, fines and other charges that are all part of everyday operations of municipal government. Since September 2008, the fees have been incorporated into a single fee schedule. Ordinance 08-M-43 established the consolidated fee schedule and allows for the modification of existing fees to be done by resolution while new fees are established or added to the Fee Schedule by ordinance.

The Fee Schedule ordinance provides a single document with all City fees that directly affect the users. The changes to the fees ensure the continued operation of public utilities, provides for essential services to the community and to adequately maintain the investment in existing infrastructure. All changes to the fee schedule will have a 45-day period before the new fees take effect. This allows staff to update and advise citizens on the upcoming changes. The recommended effective date of these fee changes will be October 1, 2024.

Library

Library proposes to remove late fees as studies, and the experience of fine-free libraries, suggest that small fines aren't effective at encouraging wanted behavior, and may in fact discourage the return of library materials. Being fine-free encourages former library patrons who stopped using the library due to fines to come back, and it attracts new patrons who are fearful of accruing fines. Seguin, New Braunfels, San Antonio, Bulverde, Canyon Lake, and San Marcos are all fine-free, and all are part of a national trend of fine-free libraries. The goal of the library is to provide information and other resources, not collect fines, and staff feels it can better serve the community by removing these overdue fines. This would decrease revenue by 50% or $5,600 but overall this drop is small enough for the General Fund to absorb without any reduction in service.

Game and Experience Kit totes and parts will be charged to the patrons if those items are lost or damaged. If the item is paid for, any overdue fines are waived and are not additive.

Parks

Parks no longer has Large Pavilions without facilities and will be removing those rates from the schedule. Staff also proposes to increase rental rates for the Large Pavilions by $25 for weekdays and $50 for weekend rentals to match similar offerings by other cities in the area. Current level of demand for these rental types is high and rates were last adjusted in 2021. This increase could result in an additional $6,750 in revenue.

Neighborhood Services

Food establishment fee structure is proposed to be changed from the 5 categories the City has currently to 2. Both sets were based on number of employees but now there would be 1 rate for establishments with 10 and less employees and 1 rate for 11 and more. This model is comparable to what other cities are doing but are still less than what larger cities are charging.

Mobile vendor permits are also proposed to increase from $100 to $250. The state charges $150 and other cities charge $350 so staff was aiming for the middle ground with this update. This fee was last updated in 2022 and the City will still accept permits acquired in other cities for only a $25 registration fee in lieu of getting the $250 permit through Schertz.

Staff also proposes to remove Sanitation Inspection Fees for services provided outside the City Limits. Staff has not been called to perform these services and have not used these fees.

Emergency Medical Service (EMS)
EMS proposes to increase the response services fees. These fees are the actual charges for services provided during transport and have not been updated since 2013 or earlier. Fees for Basic Life Support and Advanced Life Support increase between 9 and 14% with this jump due to not updating these fees in over a decade.

EMT Class fees are also proposed to increase $100 to meet cost increases for providing the class.

Per Capita, what the City charges to provide EMS support to other cities, is proposed to increase 2.65% to match the medical CPI. This increase is stated in the contracts with each other local government to which Schertz provides EMS services.

Engineering
Engineering proposes to add a Wasterwater Liftstation Plan Review and Inspection fees to the schedule. This item was missed in the last update and should be included on the fee schedule to provide clear communication to developers. Liftstations are vital to the City's infrastructure and needs to be properly reviewed and inspected to ensure the integrity of the City's system once its brought online. Repairs and replacements later can be very costly to the City and residents.

Planning & Zoning/Drainage
Proposes adding a Floodplain Development Review Fee. Most floodplain review occurs throughout entitlement process, so staff proposes adding the fee in the Planning section. This change will also specify the Floodplain permit fee under Drainage is for new construction only.

Utility Billing
With new development, certain areas of Schertz will have water provided by the Guadalupe Valley Special Utility District (GVSUD) but have wastewater and garbage provided by Schertz. Due to the fact the City is not providing full services, staff proposes to lower the deposit for water and wastewater services from $125 to $75 for new residents in these designated areas.

Water & Sewer
Water rates are proposed to increase 2% and Sewer rates by 3% for residential and commercial accounts, following the Year 2 of the 5 year rate plan accepted by the City in 2023. This rate plan was set to fund annual increases in operating costs, pay debt, and to fund known capital improvement projects. The overall impact to a resident using 10,000 gallons of water and 5,000 gallons of sewer would be $2.44 per month.

Public Works
Public Works is adding Bulk Water sales to the fee schedule that was in the water ordinance but not included in the fee schedule as well as increasing the Wholesale Water Distribution Rate by the recommended 2% water increase.

GOAL
To conduct a public hearing to update the Adopted Fee Schedule for FY 2024-25.

COMMUNITY BENEFIT
Provide a single place for information on City fees.

SUMMARY OF RECOMMENDED ACTION
Staff recommends council approve the proposed changes to the fees schedule.

FISCAL IMPACT
The overall impact of the Library Fee reduction, Park Fee increase, and the restructuring of Neighborhood Services Fees and Plan Review Fees will be minimal to the General Fund and mostly offset.

The EMS Fee changes could add $1.2 million in additional revenue for the fund which is needed to meet rising costs of providing services.

On average, residential utility customers would see an increase of $2.44 per month, under the recommended second year of the 5-year rate plan and fund the projected operational costs. This would raise $288,000 in water revenue and $297,000 in sewer revenue.

RECOMMENDATION
Adopt Ordinance 24-M-124 and updated fees for FY 2024-25

Attachments

Ordinance 24-M-124
Proposed Fee Schedule-Redline Version
5 Year Water-Wastewater Rate Study 2023

ORDINANCE NO. 24-M-124

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AMENDING THE CITY OF SCHERTZ CODE OF ORDINANCES AND CERTAIN OTHER ORDINANCES BY AMENDING AND ESTABLISHING FEES FOR CERTAIN LICENSES, PERMITS, AND OTHER SERVICES PROVIDED BY THE CITY OF SCHERTZ; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Schertz (the "City") has established by ordinances and resolutions for fees for licenses, permits, and services provided by the City; and

WHEREAS, the City Council has authorized a review and a consolidation of certain fees for licenses, permits, and services provided by the City; and

WHEREAS, the Schedule of Fees attached as Exhibit A reflects revisions to certain fees, a restatement of certain fees not revised, and a consolidation of all such fees; and

WHEREAS, due to the need for periodic modification of said fees and for the purposes of efficiency, the City Council desires to adopt future fee changes by resolution rather than by ordinance.

WHEREAS, on July 16, 2024 City Council held a public hearing and authorized the proposed changes and reauthorized all of the other fees.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

Section 1**.** All persons, firms, or corporations applying for licenses or permits or receiving other City services described on Exhibit A that require the payment of a fee incident to such application or service shall pay the fees as prescribed in the Fee Schedule attached hereto as Exhibit A and made a part of hereof. It shall be a violation of this Ordinance to conduct any activity or commence any use or receive any service for which payment of a fee described herein is required until such fee has been paid (if required to be paid in advance) or to fail to pay such fee when properly billed.

Section 2. This Ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances of the City of Schertz, Texas as to the fees set forth on Exhibit A effect on the effective date of this Ordinance, except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances and such Code, in which event the conflicting provisions of such ordinances and such Code are hereby repealed.

Section 3. The City Council may, from time to time, by ordinance add to the fees set forth on Exhibit A, and the fees now or hereafter set forth on Exhibit A may be modified from time to time by resolution of the City Council.

Section 4. It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional
phrase, clause, sentence, paragraph, or section.

Section 5. Subject to the last sentence of this Section, any person, firm, or corporation who violates, disobeys, omits, neglects, or refuses to comply with or who resists the enforcement of any of provisions of this Ordinance shall be fined not more than Five Hundred Dollars ($500.00) for each offense. Each day that a violation is permitted to exist shall constitute a separate offense. If any other ordinance, including the Code of Ordinances, establishes a different penalty for the failure to pay any fee on Exhibit A, the provisions of such other ordinance or the Code of Ordinances shall control with respect to such penalty.

Section 6. All rights and remedies of the City are expressly saved as to any and all violations of the provisions of the Code of Ordinances in effect on the effective date of this Ordinance and modified by this Ordinance or any other ordinances in effect on the effective date of this Ordinance and modified by this Ordinance and requiring the payment of fees for licenses, permits, and other services provided by the City which have accrued on the effective date of this Ordinance; and any and all accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

Section 7. This Ordinance shall be in full force and effect from and after its final passage and any publication required by law.

PASSED ON FIRST READING, the_____day of_____2024.

PASSED, APPROVED and ADOPTED ON SECOND READING, the day of_____2024.

CITY OF SCHERTZ, TEXAS

_____
Ralph Gutierrez, Mayor

ATTEST:

_____

Sheila Edmondson, City Secretary

Exhibit A

City of Schertz

Schedule of Fees

Effective October 1, 2024

City of Schertz
Schedule of Fees

All Departments	2024-25
Records Requests	
Standard paper copy, per page (front and back is 2 pages)	$ 0.10
Nonstandard-size copy:	
Oversize paper copy (11” X 17”)	$ 0.50
Specialty paper (Mylar, blueprint, blue line, map, photographic)	Actual
Certified Copy- Each Certification	$ 5.00
Diskette	$ 1.00
Magnetic tape - actual cost	Actual
Data cartridge -actual cost	Actual
Tape cartridge - actual cost	Actual
Rewritable CD (CD-RW)	$ 1.00
Non-rewritable CD (CD-R)	$ 1.00
Digital video disc (DVD)	$ 3.00
JAZ drive - actual cost	Actual
Other electronic media - actual cost	Actual
Miscellaneous supplies - actual cost	Actual
Postage and shipping charge actual cost	Actual
Photographs - actual cost	Actual
Maps - actual cost	Actual
Labor charge:	
For locating, compiling, and reproducing, per hour (if documents are NOT located in the immediate area and over 50 pages)	$ 15.00
Overhead charge - % of labor charge	20%
Remote document retrieval charge	Actual
No Sales Tax shall be applied to copies of public information.	
Notary Fees	
Acknowledgement, Certified Copies, Jurat's, Oaths and Affirmation	$ 6.00
Protests- Per Document	$ 5.00
Convenience Fees	
Credit Card Payment Over Phone	$ 1.00
Return Check Fee	$ 25.00

City of Schertz
Schedule of Fees

City Secretary	2024-25
Candidate Filing Fee	$ 25.00
Licenses	
Package Store Permit	$ 250.00
Wine and Malt Beverage Retailer's Permit - Bexar County	$ 500.00
Wine and Malt Beverage Retailer's Permit - Bexar County Renewal	$ 375.00
Wine and Malt Beverage Retailer's Permit - All Other Counties	$ 87.50
Wine and Malt Beverage Retailer's Off Premises Permit	$ 30.00
(Malt Beverage) Retail Dealer's On-Premise License - Bexar County	$ 500.00
(Malt Beverage) Retail Dealer's On-Premise License - Bexar County Renewal	$ 375.00
(Malt Beverage) Retail Dealer's On-Premise License - All Other Counties	$ 75.00
Wine-Only Package Store Permit	$ 37.50
Mixed Beverage Permit	$ 375.00
Wholesaler's Permit	$ 937.50
Branch's Distributor's License	$ 37.50
(Malt Beverage) Retail Dealer's Off-Premise License	$ 30.00
Local Distributor's Permit	$ 50.00
Winery Permit	$ 37.50

City of Schertz
Schedule of Fees

Library	2024-25
Non-Resident user fee- Library Card	$15.00
Meeting Room Fee- Non-Schertz residents, 4 hours	$50.00
Meeting Room Fee- After hour fee, per hour	$25.00
Meeting Room Cleaning Fee (Spot Cleaning)	$50.00
Meeting Room Cleaning Fee (Whole Room)	Actual
Additional Fee for After Hours Cleaning, per hour	$25.00
Inter-Library Loans Materials (ILL Materials)	
Lost or damaged ILL items - Cost of item as billed by the lending library (may include additional fines or fees assessed by the lending library)	Actual
Return Postage Fee--for ILL items never picked up by customer after arrival	$ 3.00
Replacement Library Card	$ 1.00
Copier, per standard page (2-sided copies are the same as 2 pages; oversized copies are the same as 2 pages)	
Black and White	$ 0.15
Color	$ 0.50
Printing, per standard page (2-sided copies are the same as 2 pages; oversized copies are the same as 2 pages)	
Black and White	$ 0.15
Color	$ 0.50
Outgoing Fax, 1st page	$ 1.00
Per each succeeding page	$ 0.25
Lost & Damaged Materials - Cost of item	
plus a processing fee	$ 5.00
Damaged DVD Case	$ 1.00
Damaged or Missing Barcode	$ 1.00
Damaged or Missing RFID Tag	$ 1.00
Damaged or Missing DVD/Video Cover (if replaceable) plus processing fee	$ 3.00
Game & Experience Kit totes and parts (if replaceable)	Actual
Toddler Tote Bag	$ 2.50
Materials Recovery Fee (per account sent to collections)	$ 10.00

Note: If an item is lost and paid for, any overdue fines assessed against the item are waived. If part of an item is lost and not replaceable, the item as a whole is considered lost and the full cost of the item is charged to the patron. Again, any overdue fines assessed against the item are waived if the item is paid for. Refunds for items that were paid for and subsequently found and returned to the library are available for up to 60 days after payment and require the original receipt. Processing fees are non-refundable. No refunds will be given after 60 days.

City of Schertz
Schedule of Fees

Schertz Magazine	2024-25
Display Ads:	
Eighth Page for 6 mo., per month	$ 325.00
Eighth Page for 12 mo., per month	$ 300.00
Quarter Page for 6 mo., per month	$ 600.00
Quarter Page for 12 mo., per month	$ 450.00
Half Page for 6 mo., per month	$1,100.00
Half Page for 12 mo., per month	$ 775.00
Full Page for 6 mo., per month	$1,650.00
Full Page for 12 mo., per month	$1,325.00
Special placement fee	$ 100.00
Artwork ownership fee	$ 95.00
Premium Placement:	
Back Cover for 6 mo., per month	$2,000.00
Back Cover for 12 mo., per month	$1,650.00

Churches, governmental entities, 501 (c) 3 and civic groups who provide a service to the residents of Schertz will receive a 25% discount on the above facility rental rates.

City of Schertz
Schedule of Fees

Event Facilities	2024-25
Vendor/Ancillary Fees	
Kitchen Fee, per person	
Kitchen/F&B Fee, Ballroom	$ 300.00
Kitchen/F&B Fee, Bluebonnet Room	$ 100.00
Early Open Fee (one hour only)	$ 200.00
Late Fee	$ 200.00
Ice, one bin (80lbs)	$ 15.00
Ice, unlimited	$ 25.00
Beverage Service (for 50 people)	$ 50.00
Beverage Linen per table	$ 6.00
Cancellation Fee	$ 50.00
Portable Bar (includes 5 cocktail tables)	$ 200.00
Cocktail Tables (up to 5)	$ 50.00
Uplighting, per light	$ 15.00
Uplighting package, 10 lights	$ 100.00
Pipe for Back Drop	$ 25.00
Drape per linear ft.	$ 2.00
Cleaning Fee	$ 150.00
Beverage Tub	$ 75.00
Private Suite	$ 150.00
Discount/Special Rates	
Frequent Renters 25% discount (Must rent at least 12 times calendar year)	
Multiple Day Renters 25% discount (Must rent two or more consecutive days)	
Day before setup - 50% of regular room rate (only in ballroom or entire Civic Center)	
Non-Profits 25% discount - rent only	
All comp'd requests will require approval from City Manager	
H.O.A. Meeting Fee	$ 100.00
Funeral Reception Only in Bluebonnet Hall/Community Centers 3 hr maximum	$ 100.00
Gym Use Fee (Community Center/per hour)	$ 25.00
Facility Security	
Security Coordination Fee	$ 15.00
Regular- per officer, per hour (4 hour minimum)	$ 50.00
Holiday- per officer, per hour (4 hour minimum)	$ 75.00
Civic Center - Grand Ballroom- (7,198 sq. ft)	
Regular Rentals (room only)	
Sunday, Full day	$ 925.00
Monday - Thursday, Full day	$ 600.00
Monday - Thursday, Half day	$ 375.00
Friday, Full Day (half day not available)	$ 925.00
Saturday, Full day (half day not available)	$ 1,975.00
Small Stage	$ 200.00
Dance Floor	$ 200.00
Damage/Cancellation Deposit	$ 500.00
Audio/Visual Services (upgraded)	$ 175.00
Additional time, per hour	$ 50.00
Audio/Visual Panel Access (for 2 screens/projectors)	$ 100.00

City of Schertz
Schedule of Fees

Event Facilities	2024-25
Banquet Package - includes hall and kitchen rental, easel, tables/chairs, dance floor, AV panel access, ice, private suite, portable bar, cocktail tables, uplighting package, beverage tub:	
Friday/Sunday, Full Day (half day not available)	$ 2,025.00
Saturday, Full day (half day not available)	$ 3,000.00
Civic Center Cut-Off Hall (Larger portion of Ballroom - (4,172 sq ft)	
Regular Rentals	
Sunday, Full day	$ 700.00
Monday - Thursday, Full day	$ 425.00
Monday - Thursday, Half day	$ 250.00
Friday, Full Day (half day not available)	$ 700.00
Saturday, Full day (half day not available)	$ 1,550.00
Small Stage - move to only one stage	$ 200.00
Dance Floor	$ 200.00
Audiovisual Services (upgraded)	$ 175.00
Additional time, per hour	$ 50.00
Audio/Visual Panel Access (for 2 screens/projectors)	$ 100.00
Damage/Cancellation Deposit	$ 500.00
Banquet Package - includes hall and kitchen rental, easel, tables/chairs, dance floor, AV panel access, ice, private suite, portable bar, cocktail tables, uplighting package, beverage tub:	
Friday/Sunday, Full day (half day not available)	$ 1,725.00
Saturday, Full day (half day not available)	$ 2,575.00
Civic Center Conference Hall (Smaller portion of Ballroom - (3,026 sq ft)	
Regular Rentals	
Friday/Sunday, Full day	$ 400.00
Monday - Thursday, Full day	$ 250.00
Monday - Thursday, Half day	$ 175.00
Audio/Visual Panel Access (for 2 screens/projectors)	$ 100.00
Damage/Cancellation Deposit	$ 200.00
Civic Center - Bluebonnet Hall- (2,500 sq ft)	
Regular Rentals	
Friday/Sunday, Full day	$ 450.00
Friday/Sunday, Half day	$ 225.00
Monday - Thursday, Full day	$ 275.00
Monday - Thursday, Half day	$ 150.00
Saturday, Full day (half day not available)	$ 775.00
Audio/Visual Panel Access (for 2 screens/projectors)	$ 100.00
Damage/Cancellation Deposit	$ 200.00
Banquet Package - includes hall rental, kitchen, tables/chairs, AV panel access, ice, uplights, portable bar:	
Friday/Sunday, Full day	$ 925.00
Friday/Sunday, Half day	$ 700.00
Saturday, Full day (half day not available)	$ 1,250.00
Community Center North- 3501 Morning Dr- (2,006 sq ft)	
Sunday - Thursday per hour, 2 hour minimum	$ 25.00
Friday - Saturday per hour, 4 hour minimum	$ 50.00
Daily Maximum (up to 12 hours)	$ 375.00

City of Schertz
Schedule of Fees

Event Facilities		2024-25
Damage/Cancellation Deposit	$	200.00
Community Center Central (2,940 sq ft)		
Sunday - Thursday per hour, 2 hour minimum	$	50.00
Friday - Saturday per hour, 4 hour minimum	$	75.00
Daily Maximum (up to 12 hours)	$	475.00
Projector/Screen/Microphone	$	50.00
Damage/Cancellation Deposit	$	200.00

Churches, governmental entities, 501 (c) 3 and civic groups who provide a service to the residents of Schertz will receive a 25% discount on the above facility rental rates.

City of Schertz
Schedule of Fees

Event Fee		2024-25
Daddy Daughter/Mother Son Dances		
Adult	$	18.00
Child (17 and under)	$	12.00
Kick Cancer 1k/5k		
1K Kids Run	$	20.00
5K Timed Run/Walk	$	35.00
5K Non-Timed Run/Walk		
Signs of Love	$	20.00
Jubilee		
Food Vendor	$	300.00
Carnival	$	6,000.00
Craft Vendor	$	50.00
Business Parade Entry	$	50.00
T-Shirt Decorating Contest		
Umpired Leagues (Kickball, Softball)		
Individual	$	25.00
Late Fee Per Individual	$	10.00
Non-Umpired Leagues (Pickleball, Cornhole)		
Individual	$	20.00
Late Fee Per Individual	$	10.00
Holidazzle		
Food Vendor	$	50.00
Craft Vendor	$	50.00
Business Parade Entry	$	-
Breakfast with Santa	$	10.00

City of Schertz
Schedule of Fees

Event Fee	2024-25
Murder Mystery Party Per Individual	$40.00
5 Day, 2 Hour Camps Per Individual	$ 60.00
5 Day, 3 Hour Camps Per couple	$ 70.00
Parent & Me Programs Per Couple	$ 10.00
Archery Month Series (Seniors/After School) Per Individual	$ 20.00
Archery 101 (1 Day) Per Individual	$ 20.00

City of Schertz
Schedule of Fees

Parks and Recreation	2024-25
Small Pavilion (Resident)	
Weekday Full Day (Mon-Thur)	$ 42.50
Weekend Half Day (Fri-Sun)	$ 55.00
Weekend Full Day (Fri-Sun)	$ 85.00
Small Pavilion (Non-Resident)	
Weekday Full Day (Mon-Thur)	$ 67.50
Weekend Half Day (Fri-Sun)	$ 90.00
Weekend Full Day (Fri-Sun)	$ 135.00
Large Pavilion (Resident)	
Weekday with facilities (Mon-Thur)	$ 125.00
Weekend with facilities (Fri-Sun)	$ 250.00
Large Pavilion (Non-Resident)	
Weekday with facilities (Mon-Thur)	$ 175.00
Weekend with facilities (Fri-Sun)	$ 350.00
Group Picnic Areas (Resident)	
Weekday Full Day (Mon-Thur)	$ 15.00
Weekend Half Day (Fri-Sun)	$ 20.00
Weekend Full Day (Fri-Sun)	$ 30.00
Group Picnic Areas (Non-Resident)	
Weekday Full Day (Mon-Thur)	$ 22.50
Weekend Half Day (Fri-Sun)	$ 35.00
Weekend Full Day (Fri-Sun)	$ 45.00
Spike ball	
Spike ball nets with balls	$ 15.00
Basketball	
Set of Half Dozen Basketballs	$ 15.00
Pickleball	
Pickleball Net (Paddles and Balls are Included)	$ 40.00
Veteran's Memorial Plaza Pavers	
Per Paver	$ 75.00
Senior Center Membership	
Per Person	$ 36.00
Per Couple	$ 65.00
Pools	
Daily Rates	
Per swimmer per entry	$ 2.00

City of Schertz
Schedule of Fees

Parks and Recreation	2024-25
Daily pass	$ 3.00
Admission is free for children under the age of 2 years.	
Float & Fireworks	$ 3.00
Paws in the Pool	$ 3.00
Watermelon Day	$ 3.00
Season Rates-Maximum per season pass is six (6) members	
Schertz Residents	
Individual rate	$ 40.00
2 member rate	$ 50.00
3 member rate	$ 60.00
4 member rate	$ 70.00
5 member rate	$ 80.00
6 member rate	$ 90.00
Non-Schertz Residents	
Individual rate	$ 70.00
2 member rate	$ 80.00
3 member rate	$ 90.00
4 member rate	$ 100.00
5 member rate	$ 110.00
6 member rate	$ 120.00
Regular Preschool/Child Care Center	
Teacher/Child Care Attendant and 5 students per pass.	
In City	$ 80.00
Out of City	$ 120.00

City of Schertz
Schedule of Fees

Parks and Recreation	2024-25

****THESE RATES NOW SET BY CONTRACTOR****

Swimming lessons rate	
Schertz Residents - per child	**
Non- Residents - per child	**
Pool Reservations	
Schertz Residents	
1 to 50 People	**
51 to 100 People	**
101 to 150 People	**
151 to 200 People	**
201 to 250 People	**
251 to 293 People	**
Non-Residents	
1 to 50 People	**
51 to 100 People	**
101 to 150 People	**
151 to 200 People	**
201 to 250 People	**
251 to 293 People	**
Northcliffe Pool	
Schertz Residents	
1 to 50 People (2 hours maximum)	**
50 to 100 People (2 hours maximum)	**
Non-Residents	
1 to 50 People (2 hours maximum)	**
50 to 100 People (2 hours maximum)	**

****THESE RATES NOW SET BY CONTRACTOR****

City of Schertz
Schedule of Fees

Animal Services	2024-25
Animal Adoption	
Dog	$ 60.00
Cat	$ 35.00
Adoption pricing may be discounted for adoption events or during special promotions	
Permits - A permit shall be issue after payment of application fee:	
Kennel authorized to house 10 or less dogs or cats	$ 75.00
Kennel authorized to house more than 10 but less than 50	$ 150.00
Kennel authorized to house 50 or more	$ 200.00
Pet Shop	$ 100.00
Grooming Shop	$ 30.00
Commercial Riding Stable 10 or less	$ 75.00
Commercial Riding Stable 11-50	$ 150.00
Commercial Riding Stable 51 or more	$ 200.00
Annual Crescent Bend Riding Permit, per horse	$ 100.00
Auction	$ 100.00
Zoological Park	$ 200.00
Animal Exhibition/Circus/Petting Zoo	$ 100.00
Guard Dog Training Center	$ 200.00
Obedience Training Center	$ 50.00
Commercial Establishment Using a Guard Dog	$ 75.00
Commercial Annual Sellers Permit	$ 150.00
Dangerous Dog Permit	$ 200.00
Temporary Permit* - not to exceed 7 days	$ 15.00
*Good for Crescent Bend Riding (per horse), Animal Exhibition/Circus/Petting Zoo, and Auction Permits	
Temporary Animal Sales Permit (Pet Expos), not to exceed 3 days	$ 30.00
Impoundment Fee: An impoundment fee must be paid for each captured animal	
Dog/Cat Impoundment	
Within a 1 year period	
1st Offense	
Neutered	$ 30.00
Un-neutered	$ 45.00
2nd Offense	
Neutered	$ 50.00
Un-neutered	$ 70.00
3rd Offense	
Neutered	$ 100.00
Un-neutered	$ 120.00
4th Offense	
Neutered	$ 150.00
Un-neutered	$ 170.00
Each Additional Offense	
Base- Neutered	$ 150.00
Base- Un-neutered	$ 170.00
Per Additional Offense	$ 50.00
Fowl or other small animal	$ 30.00
Livestock	$ 75.00
Zoological/Circus animal	$ 200.00

City of Schertz
Schedule of Fees

Animal Services	2024-25
Boarding Fee: A boarding fee must be paid for each animal	
Dog/Cat, per day	$ 15.00
Fowl or other small animal, per day	$ 10.00
Reptile, per day	$ 30.00
Livestock, per day	$ 50.00
Zoological/Circus animal, per day	$ 200.00
Surrender Fee: Charge per animal with proof of Schertz residency	
Fowl/Reptile/Small Animal	$ 10.00
Dog/Cat neutered/spayed /current rabies cert./heartworm negative	$ 35.00
Dog/Cat all other surrenders	$ 65.00
Small Livestock	$ 50.00
Large Livestock	$ 100.00
Zoological or Circus	$ 200.00
Litter Fee (3 or more animals under 2 months old)	$ 75.00
Quarantine Fee:	
Dog/Cat	$ 50.00
Plus Daily Charge per animal for boarding	$ 15.00
Micro Chipping	$ 15.00
Trap Rental Fee:	
Trap Deposit, refundable when trap is returned	$ 75.00
Trap Rental Fee, per day	$ 5.00

City of Schertz
Schedule of Fees

Neighborhood Service	2024-25
Health and Sanitation Division	
Food Establishment Fees:	
Non-Profit Organizations (regardless of number of employees)	$ 100.00
1 - 10 Employees	$ 300.00
11 or more Employees	$ 800.00
Temporary Food and/or Beverage Establishment	$ 50.00
Mobile Vendors	$ 250.00
Mobile Vendors, registration (existing permit from another government agency)	$ 25.00
Public and HOA Swimming Pool License	$ 110.00
Foster Care	$ 50.00
Re-inspection fees	$ 75.00
Nuisance Abatement Administrative Fee	
First abatement	$ 100.00
Second abatement	$ 200.00
Third and subsequent abatements	$ 500.00

City of Schertz
Schedule of Fees

Police Department	2024-25
Alarm Permit Fees	
Residential - Annually	$ 10.00
Tier 1 Commercial	$ 25.00
Tier 2 Commercial site alarm system required under local, state or national code	$ 50.00
Alarm Service Fees: Other than Burglar Alarms	
4TH False Alarm within 12 Mo. Period	$ 100.00
5TH False Alarm within 12 Mo. Period	$ 150.00
6TH False Alarm within 12 Mo. Period	$ 200.00
7TH False Alarm within 12 Mo. Period	$ 250.00
8TH False Alarm within 12 Mo. Period	$ 500.00
Others After 8TH within 12 Mo. Period	$ 500.00
Burglar Alarm Service Fees:	
4TH False Alarm within 12 Mo. Period	$ 50.00
5TH False Alarm within 12 Mo. Period	$ 50.00
6TH False Alarm within 12 Mo. Period	$ 75.00
7TH False Alarm within 12 Mo. Period	$ 75.00
8TH False Alarm within 12 Mo. Period	$ 100.00
Others After 8TH within 12 Mo. Period	$ 100.00
Miscellaneous Fees	
Accident Reports, each	$ 6.00
Fingerprints, per set	$ 10.00
Solicitor/Peddler Permit	$ 50.00
Background Check Fee	$ 10.00
BODY CAM VIDEO ($1.00 per minute +$10.00)	$ 10.00

City of Schertz
Schedule of Fees

Fire Department and Haz-Mat Fees	2024-25
Licenses & Permits	
Certificate of Occupancy - Inspections (CO)	$ 50.00
License Inspections	N/A
Adult Daycare	$ 200.00
Licensed Nursing Care Center	$ 200.00
Licensed Hospital Inspection	$ 250.00
Licensed Institutional Inspection	$ 250.00
Licensed In-Home Facilities	$ 50.00
Emergency Responder Radio Coverage System	$ 500.00
High Piled/Rack Storage System	$ 400.00
Above Ground Storage Tanks (all sizes) - commercial	$ 250.00
Above Ground Storage Tanks (all sizes) - residential	$ 150.00
Below Ground Storage Tanks (per tank) - commercial	$ 250.00
Below Ground Storage Tanks (per tank) - residential	$ 150.00
Access Control Systems (per system)	$ 150.00
Limited Access Security Gates and Perimeter Fencing (per system)	$ 185.00
Solar	$ 250.00
Open or Control Burn - Commercial	$ 150.00
Open or Control Burn - Non-commercial	$ 25.00
Fireworks display permit	$ 450.00
Tents and Membranes (per event)	$ 75.00
Tents and Membranes (annually)	$ 400.00
Cutting and Welding	$ 50.00
Explosives	$ 50.00
Flammable Storage	$ 50.00
Carnivals and Fairs	$ 50.00
Food Booth (per booth, per event)	$ 25.00
Mobile Food Establistments (annual)	$ 25.00
Battery Systems	$ 50.00
Combustible Dust Product Options	$ 50.00
Cryogenic Fluids	$ 50.00
Haz-mat	$ 50.00
Lumberyards	$ 50.00
Spraying and Dipping	$ 50.00
Storage of Tires	$ 50.00
Short Term Rental Annual Inspection	$ 125.00
Fire Suppression System Permits	
Fire Sprinkler System (1-10 heads)	$ 200.00
Fire Sprinkler System (11-200 heads)	$ 250.00
Additional heads (beyond 200)	$ 1.00
Sprinkler System Modification (no heads involved)	$ 150.00
False Alarm, per occurance (after 2 in an annual period)	$ 50.00
Fire Alarms Installation (1-20 Devices)	$ 200.00
Fire Alarms Installation (21-200 Devices)	$ 250.00
Additional installation charge, per initiating or notification device (beyond 200)	$ 1.00
Fire Alarm Remodel (Less than 10 Devices)	$ 75.00
Fire Alarm Remodel (11-25 Devices)	$ 150.00
Fire Alarm Remodel (26-100 Devices)	$ 225.00
Fire Alarm Remodel (101-200 Devices)	$ 300.00
Fire Alarm Remodel (201+ Devices)	$ 375.00
Fire Alarm Panel Replacement (1-9 effected Devices)	$ 100.00
Fire Alarm panel Replacement (10+ effected Devices)	$ 200.00
Kitchen Hood Suppression System	$ 400.00

City of Schertz
Schedule of Fees

Fire Department and Haz-Mat Fees	2024-25
Underground Fire Line (per line)	$ 250.00
Fixed Pipe Systems (per system)	$ 150.00
Gaseous Suppression Systems (per system)	$ 300.00
Standpipe	$ 200.00
Additional Standpipes (beyond 1)	$ 150.00
Spray Paint Booth (per booth)	$ 300.00
Other Fire Systems	$ 100.00
Inspection & Plan Review	
Inspection Fees	
Re-Inspection, after the 1st	$ 150.00
After hours fee, per hour per inspector	$ 75.00
(beyond the hours of 8:00 a.m. to 5:00 p.m.)	
Plan Review Fees, per hour, minimum 2 hours	$ 100.00
Plan Review Rush, Outsource - Sent out by Fire Marshal	Cost
SFR After Hours Plan Review Rush (per hour, 2 hour minimum)	$ 200.00
Smoke Control System Plan (per system)	$ 400.00
Hazardous materials operations service fees.	
The current replacement cost shall be charged for the use of consumable haz-mat supplies and firefighting agents	ACTUAL
If any protective equipment or firefighting equipment is damaged or contaminated, the current replacement cost shall be charged.	ACTUAL
Fire Watch	$ 75.00
Fire Watch with Pumper Apparatus (per hour) - MInimum 2 hours	$ 150.00

City of Schertz
Schedule of Fees

EMS	2024-2025
Response Services	
Aid Call	$ 250.00
Air Medical Assist Call	$ 800.00
BLS Non- Emergency	$ 1,240.00
BLS Emergency	$ 1,360.00
ALS Non Emergency	$ 1,380.00
ALS Emergency No Specialty Care	$ 1,590.00
ALS Emergency W \ Specialty Care	$ 1,750.00
Mileage, per mile	$ 25.00
Other Services	
Ambulance Standby, per hour	$ 150.00
Gator Standby, per hour	$ 100.00
AED Supplies	Actual
CPR Class and Supplies	Actual
System Continuing Education	Actual
Vaccinations	Actual
EMT Class	$ 1,300.00
Passport to Care - Single (insured)	$ 50.00
Passport to Care - Family (insured)	$ 60.00
Passport to Care - Single (Not insured)	$ 65.00
Passport to Care - Family (Not insured)	$ 75.00
Per Capita	$ 17.52

City of Schertz
Schedule of Fees

Planning and Zoning	2024-25
Plat recording service:	
Fees assessed are due prior to recording:	
Plat recording fee is equal to the fee charged by the County Clerks Office	
Annexation Petition by Property Owner - Plus all related fees	$ 750.00
Zone Change	
Zone change for 0 to 2 acres	$ 650.00
Zone change for 2+ to 5 acres	$1,000.00
Zone change for 5+ to 20 acres	$2,000.00
Zone change for 20+ to 50 acres	$3,500.00
Zone change for 50+ to 100 acres	$4,000.00
Zone change for 100+ acres	$6,000.00
Specific Use Permit (SUP) - plus other applicable items (i.e. Site Plan)	
Specific Use Permit (SUP) for 0 to 2 acres	$ 650.00
Specific Use Permit (SUP) for 2+ to 5 acres	$1,000.00
Specific Use Permit (SUP) for 5+ to 20 acres	$2,000.00
Specific Use Permit (SUP) for 20+ to 50 acres	$3,500.00
Specific Use Permit (SUP) for 50+ to 100 acres	$4,000.00
Specific Use Permit (SUP) for 100+ acres	$6,000.00
Building addition of a current/legal SUP	$ 500.00
Master Development Plan	
All phased developments and PDD's	$1,500.00
Master Development Plan Amendment (minor revision)	$ 500.00
Preliminary Plat	
0 to 50 acres	$2,000.00
greater than 50 acres	$3,000.00
Final Record Plat or Re-plat	
0 to 50 acres	$1,500.00
greater than 50 acres	$2,000.00
Revised Final Plat (minor)	$ 500.00
Amended Plat	$1,500.00
Minor Plat	$1,500.00
Vacate Plat	$1,500.00
Plat Time Extension - plus all related fees	$ 250.00
Street and Subdivision Name Changes	$1,500.00

City of Schertz
Schedule of Fees

Planning and Zoning	2024-25
Site Plan	$1,500.00
Amended Site Plan (minor)	$ 500.00
Park Fees - Residential	
Land Dedication: one (1) acre per 100 dwelling unit	
Fee in Lieu of Land Dedication: per dwelling unit	$ 350.00
Park Development Fee: Per Dwelling unit	$ 650.00
Park Fees - Multi-Family	
Land Dedication: one (1) acre per 100 dwelling unit	
Fee in Lieu of Land Dedication; per dwelling unit:	$ 350.00
Park Development Fee: Per Dwelling unit	$ 650.00
Miscellaneous	
Tree Mitigation, inch of DBH - Plus all related fees	$ 100.00
Legal Review (i.e. Improvement Agreements)	Actual
Zoning Verification Letter - Single tract of land per Tract	$ 150.00
Certificate of Determination - Single Tract of Land per Tract	$ 150.00
Postponement of any Public Hearing by the Applicant	$ 350.00
Appeals and requests for amendments Considered by City Council, the Planning & Zoning Commission, the Building and Standards Commission, or the Board of Adjustment as allowed by the Unified Development Code, to include requested amendments to the Comprehensive Land Use Plan	$ 500.00
Floodplain Development Review Fee	$ 150.00
Variance and/or Waivers	
Unified Development Code, ea.	$ 500.00
Building Code, ea.	$ 500.00
Driveway width waiver requests will not be assessed with the waiver fee	
Copies, Plans, and Maps:	
Unified Development Code	$ 50.00
Public Works Specification Manual	$ 50.00
Staff Review - Application completeness review, internal SDR (staff) review & meeting with applicant to review application package. Fee included in all applications.	

City of Schertz
Schedule of Fees

Inspections		2024-25
Residential Building Permit Fees		
Minimum permit fee		$ 50.00
New Single Family Residential (one & two family dwellings)	per square foot	$ 0.50
New Assessory structures	per square foot	$ 0.50
Flatwork/Deck		$ 100.00
Patio/Patio Cover		$ 225.00
Roof Replacement		$ 200.00
Window Replacement		$ 150.00
Foundation Repair		$ 225.00
No plan check fee applies to residential flatwork/deck permits		
A building permit is required for swimming pools greater than 24 inches (24") in depth.		
Swimming Pools - In ground		$ 500.00
Swimming Pools - Above Ground (where a permit is required)		$ 25.00
No permit required for prefabricated pools less than 24"		
A residential plan review fee of 50% of the building permit fee is assessed to all permits for the review of construction documents and plans associated with a permit.		50%
See trade permit and technology fees associated with residential permits below.		
Commercial Building Permit Fees		
Building Permit Fees		
New Construction - Commercial (see Cost table below)		Cost
Plan review fees for projects with a cost of $5,000 or greater, are assessed review fees based on a percentage (%) of Permit Fee		50%
Permit Fees:		
Cost of Construction (Cost)		
$0.00 to $1,000.00		$ 50.00
$1,001.00 to $15,000.00, for each additional $1,000 and fraction thereof		$ 8.00
$15,001.00 to $50,000.00, for each additional $1,000 and fraction thereof		$ 7.00
$50,001 and up, for each additional $1,000 and fraction thereof		$ 6.00
Following Use The Cost of Construction (Cost) Table above:		
Non - residential Flatwork/Deck		Cost
Non - residential Accessory Buildings		Cost
Non - residential Patio/Patio Cover		Cost
Non - residential Roof Replacement		Cost
Non - residential Window Replacement		Cost
Non - residential Swimming Pools in Ground		Cost
Non - residential Foundation Repair		Cost
Sign		Cost

City of Schertz
Schedule of Fees

Inspections	2024-25
All other permit fees (Residential & Commercial):	
Fence (New and Replacement)	$ 50.00
Siding/Fascia	$ 75.00
Temporary Building or Structure	$ 50.00
Moving Permit Fee	$ 100.00
Demolition Permit Fee	$ 60.00
Mobile Home Permit Fee (plus sub-trades as necessary)	$ 25.00
Certificate of Occupancy	$ 50.00
Pre Certificate of Occupancy Inspection	$ 200.00
Failure to Obtain Certificate of Occupancy	$ 200.00
Compliance Inspection, each trade	$ 50.00
Temporary Sign	$ 30.00
Development Sign	$ 100.00
Banner	$ 25.00
Street Span Banner	$ 25.00
Home Occupation Permit (annually)	$ 35.00
Construction beginning without permit, pay additional:	$ 200.00
Failure to Request Inspection, per trade	$ 100.00
Failure to Obtain Contractors License/Provide Insurance	$ 100.00
Electrical Permit Fees	
Electrical Repair/Replacement	$ 60.00
New Construction per building/unit	$ 100.00
Solar	$100.00
Mechanical Permit Fees	
Mechanical Repair/Replacement	$ 60.00
New Construction per building/unit	$ 100.00
Plumbing Permit Fees	
Plumbing Repair/Replacement	$ 60.00
New Construction per building/unit	$ 100.00
Irrigation Permit Fees	
Permit Fee	$ 60.00
plus per sprinkler head	$ 1.00
plus per backflow or RPZ	$ 3.00
subsequent to the installation of the piping or equipment served, each	
Re-Inspection Fees	
Each re-inspection, per trade	$ 75.00
Re-inspections after first, per trade	$150.00
Re-inspections after second and all subsequent, per trade	$500.00
No permit fees will be charged for sites located on Main St. (All departments)	
No permit fees will be charged to the Schertz Housing Authority (All departments)	
Technology Fees	
Commercial Construction (new, additions, remodels)	$25.00
New Residential Construction	$25.00
All other permits	$10.00

City of Schertz
Schedule of Fees

Inspections	2024-25
Licenses/Registrations:	
General Contractor (Initial and Renewal)	N/C
Master Electrician (Initial) State of Texas Issued	N/C
Apprentice/Wireman Electrician (Annually) State of Texas Issued	N/C
Electrical Contractor (Annually) State of Texas Issued	N/C
Mechanical Contractor (Annually) State of Texas Issued	N/C
Plumbing Contractor (Annually)* State of Texas Issued	N/C
Irrigation (Annually) State of Texas Issued	N/C
Backflow Tester - State of Texas Issued	N/C
Sign Contractor (Initial)	N/C
Sign Contractor (Renewal)	N/C
Electrical Sign Contractor (Initial) State of Texas Issued	N/C
Electric Sign Journeyman Electrician (Annually) State of Texas Issued	N/C
Electric Sign Apprentice/Wireman Electrician (Annually) State of Texas Issued	N/C
Utility Contractor (Annually)	N/C
Mobile Home Park (Annually)	N/C

*N/C - No Charge for license

City of Schertz
Schedule of Fees

Engineering	2023-24
Grading and Clearing Permit - Acreage	
For non-agricultural purposes	
Below 5 acres	$ 100.00
5 to 20 acres	$ 250.00
Per acre over 20, plus base charge for 20 acres	$ 3.00
Over 100 acres	$ 490.00

Grading and Clearing Permit Fees are waived for applicants representing Home Owner's Associations proposing maintenance activities in drainage easements.

Public Improvement Permit Fees	
Construction Plan Review	
Base Fee	$ 1,065.00
Water, per 100 linear foot of main	$ 8.52
Wastewater, per 100 linear foot of main	$ 12.78
Street and Drainage, per 100 linear foot of street	$ 8.52
Drainage, per 100 linear feet of street + 100 linear feet of off-street facility	$ 12.78
Wastewater Lift Station	$ 2,130.00
OR	
Actual Cost of third party plan review	Actual
Construction Inspection	
Base Fee	$ 3,386.40
Water, per 100 linear foot of main	$ 67.73
Wastewater, per 100 linear foot of main	$ 84.66
Street and Drainage, per 100 linear foot of street	$ 67.73
Drainage, per 100 linear feet of street + 100 linear feet of off-street facility	$ 84.66
Wastewater Lift Station	$ 5,079.60
OR	
Actual Cost of third party inspection	Actual

City of Schertz
Schedule of Fees

Drainage Fees	2024-25
Charge Per Residence	$ 5.20
Commercial, per LUE	$ 5.20
Floodplain Permit, New Residential Structure	$ 50.00
Floodplain Permit, New Commercial Structure	$ 150.00

City of Schertz
Schedule of Fees

Public Works - Streets	2024-25
Chipping charges, per half hour	$ 40.00

Garbage Collection Fees	2024-25
Residential:	
Zone I: Once a week pick up	
One 96 gallon cart provided by franchisee, per month	$ 12.41
Residents requesets 2 carts total:	$ 18.59
Resident requests 3 carts total:	$ 24.80
Resident requests 4 carts total:	$ 30.99
Recycling Fee, per month/container	$ 2.05
Zone 2: Single Family, twice per week pick up, per month, no cart provided	$ 12.41
Recycling Fee, per month/container	$ 2.05
Front Porch Pick Up	$ 18.11
Recycling Fee, per month/container	$ 2.05
Special Pickup:	
Move Ins, Special Tree Trimmings, oversize materials, & similar circumstances; minimum	$ 17.29
Class II: Mobile Home Parks (Mobile Home Parks (2 or more mobile homes) (based on number in park on the 15th day of the month), per unit/monthly)	$ 9.90
Class III: Apartments per unit/monthly	$ 9.90
Class IV: Motels per unit/monthly	$ 4.37
2. Commercial	
Class V: Offices, barber shops and Professional services, per month	$ 15.70
Class VI: Light retail, wholesale, commercial or industrial, 2000 to 4000 square feet and excluding large grocery stores, etc., per month	$ 27.08
Class VII: Medium retail, wholesale commercial or industrial (2000 to 4000 square feet and exclude large grocery store, etc.), per month	$ 39.34
2 Cart, 1 pickup per week	$ 40.61

City of Schertz
Schedule of Fees

Garbage Collection Fees	2024-25

Class VIII:
Heavy Volume retail wholesale, commercial, or industrial (placement determined by a time and cost study of refuse generation and collection. The categories in this class usually require hand loading from rooms or pens and would not apply when commercial containers are used.)

A. Two weekly pickups of 1.5 cubic yard containers, excluding large grocery, furniture or department stores, per month	$ 69.89
B. Two weekly pickups of 3 cu. Yard containers, excluding large grocery, furniture or department stores, etc., per month	$ 139.77
C. Three weekly pickups of 3 cu. Yard containers, excluding large grocery, furniture or department stores, etc., per month	$ 218.41
D. Four weekly pickups of 4 cu. Yard containers, including large grocery, furniture or department stores, etc., per month	$ 262.05
E. Five weekly pickups of 4 cu. Yard containers, including large grocery, furniture or department stores, etc., per month	$ 349.42
F. Six weekly pickups of 4 cu. Yard containers, including large grocery, furniture or department stores, etc., per month	$ 436.84
G. Customer requiring more than four (4) cu. Yds each pickup would be charged per cu. Yds. Collected., per yard	$ 4.84

City of Schertz
Schedule of Fees

Garbage Collection Fees	2024-25

3. Commercial Containers.

CONTRACTOR will provide commercial containers to those customers who desire to use them in lieu of garbage cans. The use of such CONTRACTOR provided containers is required by this contract. Rates for containers and pickup will be based on the following table:

Container Size:	**Frequency of Pickup**					
2017-18 through 2021-22	**1**	**2**	**3**	**4**	**5**	**6**
2 cu. Yard	$ 59.45	$ 101.23	$ 122.28	$ 139.79	$ 157.26	$ 174.72
3 cu. Yard	$ 71.65	$ 129.26	$ 178.23	$ 204.38	$ 230.63	$ 256.82
4 cu. Yard	$ 89.06	$ 153.79	$ 209.65	$ 253.32	$ 297.04	$ 340.71
6 cu. Yard	$ 125.84	$ 209.65	$ 288.30	$ 366.95	$ 445.49	$ 524.14
8 cu. Yard	$ 148.53	$ 270.81	$ 375.60	$ 480.46	$ 586.04	$ 690.14
10 cu. Yard	$ 171.19	$ 314.45	$ 445.49	$ 559.12	$ 672.64	$ 786.19

Commercial Recycle Hauling Permit $2,500.00

City of Schertz
Schedule of Fees

Garbage Collection Fees	2024-25
4. Roll-Off Rates Per Pull Open Top Containers - Dry Material	
20 cu. Yard	$ 323.20
30 cu. Yard	$ 384.34
40 cu. Yard	$ 445.49
Roll-off Rental (no pulls within billing cycle) per container per month	$ 133.65
Collection and Disposal of Municipal Wastes	
5. Wet Material Rates on Compactor containers or open top containers with wet material must be negotiated with customers at the time they are needed. This type of waste must be hauled to a Type I landfill which generally has a higher disposal rate attached to it.	
Roll-off Container Delivery Charge per container	$ 38.95
Roll-off Relocation or Trip Charge per container	$ 38.95
2 cu. Yard compactor, per month (2 services per week)	$ 230.27
Extra pick ups (2 yard compactor), each	$ 87.31
4 cu. Yard compactor, per month (2 services per week)	$ 474.39
30 cu yard Compactor, per pull	$ 585.30
40 cu yard Compactor, per pull	$ 695.37
30 cu yard Open-top (Recycle), per pull	$ 218.27
Front-Load container extra pick-up charges	
2 cu yard	$ 29.70
3 cu yard	$ 37.12
4 cu yard	$ 44.56
6 cu yard	$ 51.98
8 cu yard	$ 59.41
10 cu yard	$ 66.82
OVER WEIGHT CHARGE	$ 29.79

To address non standard requests, the solid waste contractor can negotiate a fee with the customer requesting the service. The City will collect 15% of the negotiated fee per the franchise agreement.

City of Schertz
Schedule of Fees

Utility Billing	2024-25
Water & Wastewater Deposit	
In City	$ 125.00
In City, with no water service	$ 75.00
Out of City	$ 150.00
Commercial	$ 100.00
or 2.5 times estimated monthly billing	2.5x
Disconnect Fee	$ 20.00
Extension Fee	$ 5.00
2 free extensions	
Transfer Fee	$ 10.00
Garbage Deposit	
Residential	$ 25.00
Commercial	$ 100.00
or 2 1/2 times estimated monthly billing	2.5x
Meter Flow Test	
After Hours Disconnect/Reconnect	$ 50.00
City Field Test	$ 10.00
City Meter Bench Flow Test	$ 25.00
Schertz Seguin Water Customers	$ 4.00
Non-Schertz Seguin Customer	$ 15.00
Extended Absence Charge	$ 10.00
Re-Installation Fee, per hour	$ 50.00
Fire Hydrant Fee	
Deposit	$ 200.00
Service Fee	$ 50.00

City of Schertz
Schedule of Fees

Public Works		**2024-25**
Permit Fees - All Right of Way Permits	$	25.00
Fire Line Type Nos. 1 and 2 - (non-metered), in City per year		
4-inch service line connection or smaller	$	175.00
6 inch	$	235.00
8 inch	$	290.00
10 inch	$	340.00
12 inch	$	405.00
Fire Line - (non-metered), Outside City per year		
4-inch service line connection or smaller	$	225.00
6 inch	$	305.00
8 inch	$	375.00
10 inch	$	440.00
12 inch	$	525.00
Meter Installation Fees - Inside the City		
Meter Size		
5/8" X 3/4"	$	330.00
3/4" X 3/4"	$	345.00
1" X 1"	$	450.00
2" X 2"	$	1,940.00
*2" turbine		Cost + Labor
*3" or larger		Cost + Labor

City of Schertz
Schedule of Fees

Public Works	2024-25
Meter Installation Fees - Outside the City	
Meter Size	
5/8" X 3/4"	$ 340.00
3/4" X 3/4"	$ 355.00
1" X 1"	$ 460.00
2" X 2"	$ 1,950.00
*2" turbine	Cost + Labor
*3" or larger	Cost + Labor
Fire Hydrant Meter for Construction	
Deposit (refundable)	$ 200.00
Service Charge	$ 50.00
Bulk Water Sales - 10 Commercial Place	
Deposit (refundable)	$ 90.00
Service Charge	$ 50.00
Base Monthly fee - initial 10,000 gallons	$ 127.67
Usage fee - per thousand gallon after initial	$ 10.18
Wholesale Water Distribution Rate	
Base Rate, per month	
3 Inch Meter	$ 482.38
4 Inch Meter	$ 844.17
6 Inch Meter	$ 1,849.14
8 Inch Meter	$ 3,216.67
10 Inch Meter	$ 5,026.05
12 Inch Meter	$ 6,634.39
Available by agreement to distributors with a self-maintained water distribution service, Military Bases, and for temporary use until reuse water is made available in a particular area.	
Network Nodes	
Application	$ 500.00
Additional for each node over 5 on the application (up to 30)	$ 100.00
Annual Public Right of Way	$ 250.00
Node Support Pole Application Fee	$ 1,000.00
Collection Fee for Network Nodes on City Service Poles, per pole, per	$ 20.00
Transport Facilities	
Application	$ 500.00
Additional for each node over 5 on the application (up to 30)	$ 100.00
Rental Fee for Transport Facilities, per device per month	$ 28.00
Annual Public Right of Way Fee	$ 250.00
Permit Fees will be due at the time of the permit submission.	
Permit will not be accepted if the permit fee is not attached.	
Other fees will be assessed at the time of permit approval	

City of Schertz
Schedule of Fees

Capital Recovery Impact Fees				2024-25
Meter Size	Meter Type	LUEs Water (NEW)	LUEs Water	
5/8"	MULTI-JET	1.00	1.0	$ 2,934.00
3/4"	MULTI-JET	1.34	1.5	$ 4,401.00
1"	MULTI-JET	2.00	2.5	$ 7,335.00
2"	ULTRASONIC	16.67	10.0	$ 29,340.00
3"	ULTRASONIC	33.34	24.0	$ 70,416.00
4"	ULTRASONIC	66.67	42.0	$ 123,228.00
6"	ULTRASONIC	106.67	92.0	$ 269,928.00
8"	ULTRASONIC	186.67	80.0	$ 234,720.00
10"	ULTRASONIC	366.67	250.0	$ 733,500.00
12"	ULTRASONIC	366.67	330.0	$ 968,220.00

SEWER COLLECTION IMPACT FEE

*Collection Impact Fee Per Living Unit Equivalent (LUE)		$ 1,668.00

*Sewer based on LUE: LUE = 245 gallons per day
These are only City of Schertz impact fees.

Other Utility Impact Fees

Cibolo Creek Municipal Authority (CCMA)

South Basin Impact Fee Per LUE:		$ 2,200.00
North Basin Impact Fee Per LUE:		$ 2,300.00

*Sewer based on LUE: LUE = 155 gallons per day
These are only CCMA impact fees.

Schertz Seguin Local Government Corporation (SSLGC)

Meter Size	Meter Type		
5/8"	SIMPLE	1.0	$ 1,607.24
3/4"	SIMPLE	1.5	$ 2,410.86
1"	SIMPLE	2.5	$ 4,018.10
1.5"	SIMPLE	5.0	$ 8,036.20
2"	SIMPLE	8.0	$ 12,857.92
2"	COMPOUND	8.0	$ 12,857.92
2"	TURBINE	10.0	$ 16,072.40
3"	COMPOUND	16.0	$ 25,715.84
3"	TURBINE	24.0	$ 38,573.76
4"	COMPOUND	25.0	$ 40,181.00
4"	TURBINE	42.0	$ 67,504.08
6"	COMPOUND	50.0	$ 80,362.00
6"	TURBINE	92.0	$ 147,866.08
8"	COMPOUND	80.0	$ 128,579.20
9"	TURBINE	160.0	$ 257,158.40
10"	COMPOUND	115.0	$ 184,832.60
10"	TURBINE	250.0	$ 401,810.00
12"	TURBINE	330.0	$ 530,389.20

ROADWAY IMAPACT FEE

Residential Home through 3/26/2021		$ 2,696.00
Residential Home between 3/27/2021 and 3/26/2022		$ 3,033.00
Residential Home after 3/26/2022		$ 3,370.00
Nonresidential through 3/26/2021, per service unit*		$ 100.00
Nonresidential after 3/26/2021, per service unit*		$ 175.00

City of Schertz
Schedule of Fees

Capital Recovery Impact Fees	2024-25

*The number of service units are based on the use of the property. A fee calculator is available on the City Website under the Engineering page

City of Schertz
Schedule of Fees

Sewer Rates	2024-25
Residential Rates (Single Family)	
Base Rate-per month	$ 15.92
Per 1,000 gal Charge, Per Month	
City line Maintenance fee plus Franchise fee	$ 0.91
User Charge based on 100% of avg consumption mo.	$ 4.34
User avg. based on Nov, Dec, and Jan, min. 500 gals.	
Per 1,000 gal charge Total- 12,000 gallons or less	$ 5.24
greater than 12,000 gallons	$ 12.02
Business and Multi-family Dwelling Units:	
Base Rate per month	$ 20.03
The base rate shall be assessed in terms of connection equivalents which shall be as follows: the customer's previous 12 month water consumption as determined at the annual re-rating in February divided by 365, with the results of such division then divided by 245 gallons. The figure arrived at by the second division shall be the customer's "connection equivalent". Each business shall be assessed a base rate.	
Per 1,000 gal Charge, Per Month	
Line Maintenance-Commercial/Industrial users plus Franchise fee	
User Charge-based on 100% of water consumed	
Per 1,000 gal charge Total- 12,000 gallons or less	$ 5.37
greater than 12,000 gallons	$ 12.02
YMCA	
Per 1,000 gal Charge, Per Month	$ 3.53

City of Schertz
Schedule of Fees

Public Works - Water Rates Residential	2024-25

GALLONS SOLD BY METER SIZE (RESIDENTIAL & SMALL COMMERC

Base Monthly Fee, based on meter size

5/8 IN	$ 26.89
3/4 IN	$ 40.29
1.0 IN	$ 67.17
2 IN	$ 268.70
3 IN	$ 644.90
4 IN	$ 1,128.55
6 IN	$ 2,472.07
8 IN	$ 4,342.89
10 IN	$ 6,785.75
12 IN	$ 8,957.21

Usage Fee, rate per 1,000 gallons

-	6,000	$ 3.32
6,001	12,000	$ 3.71
12,001	18,000	$ 4.35
18,001	30,000	$ 5.30
30,001	Above	$ 6.74

City of Schertz
Schedule of Fees

Public Works - Water Rates Residential	2024-25

GALLONS SOLD BY METER SIZE (LARGE COMMERCIAL)

Base Monthly Fee, based on meter size

5/8 IN	$ 26.89
3/4 IN	$ 40.29
1.0 IN	$ 67.17
2IN	$ 268.70
3 IN	$ 644.90
4 IN	$ 1,128.55
6 IN	$ 2,472.07
8 IN	$ 4,342.89
10 IN	$ 6,785.75
12 IN	$ 8,957.21

Usage Fee, rate per 1,000 gallons

-	18,000	$ 3.32
18,001	36,000	$ 3.71
36,001	54,000	$ 4.35
54,001	90,000	$ 5.30
90,001	Above	$ 6.74

Fire Hydrant Meter

Base Monthly Fee	$ 127.67
Usage Fee, per 1,000 gals	$ 10.18

Cibolo Wholesale Water Rate $ 3.41

City of Schertz
Schedule of Fees

Drought Contingency Surcharges	2024-25
For the first 1,000 gallons over allocation*	$ 2.00
For the second 1,000 gallons over allocation*	$ 3.00
For the third 1,000 gallons over allocation*	$ 4.00
For each additional 1,000 gallons over allocation*	$ 5.00
Drought Contingency Violation Fines, up to	$ 200.00

*Refer to the Conservation Ordinance for all allocations

City of Schertz

Schedule of Fees

Effective October 1, 2024

City of Schertz
Schedule of Fees

Summary of Changes	2023-24	2024-25
Library		
~~Inter-Library Loan items per day (3 day grace period)~~	$ 1.00	$ -
~~Max overdue amount per ILL item~~	$ 5.00	$ -
Overdue Fines (3 day grace period)		
~~All Items per day (except ILL items)~~	$ 0.25	$ -
~~Max amount that can be charged~~	$ 1.00	$ -
Game & Experience Kit totes and parts (if replaceable)	$ -	Actual

Note: If an item is lost and paid for, any overdue fines assessed against the item are waived. If part of an item is lost and not replaceable, the item as a whole is considered lost and the full cost of the item is charged to the patron. Again, any overdue fines assessed against the item are waived if the item is paid for. Refunds for items that were paid for and subsequently found and returned to the library are available for up to 60 days after payment and require the original receipt. Processing fees are non-refundable. No refunds will be given after 60 days.

Parks		
Large Pavilion (Resident)		
~~Weekday without facilities (Mon-Thur)~~	$ 50.00	N/A
Weekday with facilities (Mon-Thur)	$ 100.00	$ 125.00
~~Weekend without facilities (Fri-Sun)~~	$ 100.00	N/A
Weekend with facilities (Fri-Sun)	$ 200.00	$ 250.00
Large Pavilion (Non-Resident)		
~~Weekday without facilities (Mon-Thur)~~	$ 75.00	N/A
Weekday with facilities (Mon-Thur)	$ 150.00	$ 175.00
~~Weekend without facilities (Fri-Sun)~~	$ 150.00	N/A
Weekend with facilities (Fri-Sun)	$ 300.00	$ 350.00
Neighborhood Services		
Food Establishment Fees:		
1 - 10 Employees		$ 300.00
11 or more Employees		$ 800.00
~~1-3 Employees~~	$ 150.00	$ -
~~4-6 Employees~~	$ 285.00	$ -
~~7-10 Employees~~	$ 540.00	$ -
~~11-20 Employees~~	$ 575.00	$ -
~~21+ Employees~~	$ 725.00	$ -
Mobile Vendors	$ 100.00	$ 250.00
~~**Sanitation Inspection Fees - Outside of City**~~		
~~Hourly Charge, one hour minimum~~	$ 50.00	~~$ -~~
~~Mileage over 15 miles, per mile~~	$ 5.00	~~$ -~~
~~Administrative Fee~~	15%	~~$ -~~

City of Schertz
Schedule of Fees

Summary of Changes	2023-24	2024-25
EMS		
Response Services		
Aid Call	$ 200.00	$ 250.00
Air Medical Assist Call	$ 700.00	$ 800.00
BLS Non- Emergency	$ 1,090.00	$ 1,240.00
BLS Emergency	$ 1,210.00	$ 1,360.00
ALS Non Emergency	$ 1,230.00	$ 1,380.00
ALS Emergency No Specialty Care	$ 1,440.00	$ 1,590.00
ALS Emergency W \ Specialty Care	$ 1,600.00	$ 1,750.00
EMT Class	$ 1,200.00	$ 1,300.00
Per Capita	$ 17.07	$ 17.52
Engineering		
Public Improvement Permit Fees		
Construction Plan Review		
Wastewater Lift Station		$ 2,130.00
Construction Inspection		
Wastewater Lift Station		$ 5,079.60
Drainage		
Floodplain Permit, New Residential Structure	$ 50.00	$ 50.00
Floodplain Permit, New Commercial Structure	$ 150.00	$ 150.00
Planning & Zoning		
Floodplain Development Review Fee	NA	$ 150.00
Utility Billing		
Water & Sewer Deposit		
In City, with no water service		$ 75.00
Sewer		
Residential Rates (Single Family)		
Base Rate-per month	15.46	$ 15.92
Per 1,000 gal Charge, Per Month		
City line Maintenance fee plus Franchise fee	0.88	$ 0.91
User Charge based on 100% of avg consumption mo.	4.21	$ 4.34
User avg. based on Nov, Dec, and Jan, min. 500 gals.		
Per 1,000 gal charge Total- 12,000 gallons or less	5.09	$ 5.24
greater than 12,000 gallons	11.67	$ 12.02

City of Schertz
Schedule of Fees

Summary of Changes		2023-24		2024-25
Business and Multi-family Dwelling Units:				
Base Rate per month		19.45	$	20.03
The base rate shall be assessed in terms of connection equivalents which shall be as follows: the customer's previous 12 month water consumption as determined at the annual re-rating in February divided by 365, with the results of such division then divided by 245 gallons. The figure arrived at by the second division shall be the customer's "connection equivalent". Each business shall be assessed a base rate.				
Per 1,000 gal Charge, Per Month				
Line Maintenance-Commercial/Industrial users plus Franchise fee				
User Charge-based on 100% of water consumed				
Per 1,000 gal charge Total- 12,000 gallons or less		5.21	$	5.37
greater than 12,000 gallons		11.67	$	12.02
YMCA				
Per 1,000 gal Charge, Per Month		3.43	$	3.53
Water Resident				
Base Monthly Fee, based on meter size				
5/8 IN	$	26.36	$	26.89
3/4 IN	$	39.50	$	40.29
1.0 IN	$	65.85	$	67.17
2 IN	$	263.43	$	268.70
3 IN	$	632.25	$	644.90
4 IN	$	1,106.42	$	1,128.55
6 IN	$	2,423.60	$	2,472.07
8 IN	$	4,257.74	$	4,342.89
10 IN	$	6,652.70	$	6,785.75
12 IN	$	8,781.58	$	8,957.21
Usage Fee, rate per 1,000 gallons				
0 - 6000	$	3.25	$	3.32
6001 - 12000	$	3.64	$	3.71
12001 - 18000	$	4.26	$	4.35
18001 - 30000	$	5.20	$	5.30
30001 +	$	6.61	$	6.74
Water Commercial				
Base Monthly Fee, based on meter size				
5/8 IN	$	26.36	$	26.89
3/4 IN	$	39.50	$	40.29
1.0 IN	$	65.85	$	67.17
2IN	$	263.43	$	268.70
3 IN	$	632.25	$	644.90
4 IN	$	1,106.42	$	1,128.55
6 IN	$	2,423.60	$	2,472.07
8 IN	$	4,257.74	$	4,342.89
10 IN	$	6,652.70	$	6,785.75
12 IN	$	8,781.58	$	8,957.21

City of Schertz
Schedule of Fees

Summary of Changes		2023-24		2024-25
Usage Fee, rate per 1,000 gallons				
0 - 18000	$	3.25	$	3.32
18001 - 36000	$	3.64	$	3.71
36001 - 54000	$	4.26	$	4.35
54001 - 90000	$	5.20	$	5.30
90001 +	$	6.61	$	6.74
Fire Hydrant Meter				
Base Monthly Fee	$	125.17	$	127.67
Usage Fee, per 1,000 gals	$	9.98	$	10.18
Cibolo Wholesale Water Rate	$	3.34	$	3.41
Public Works				
Bulk Water Sales - 10 Commercial Place	$	-	$	90.00
Deposit (refundable)	$	-	$	50.00
Service Charge	$	-	$	127.67
Base Monthly fee - initial 10,000 gallons	$	9.98	$	10.18
Usage fee - per thousand gallon after initial				
Wholesale Water Distribution Rate				
Base Rate, per month				
3 Inch Meter	$	472.92	$	482.38
4 Inch Meter	$	827.62	$	844.17
6 Inch Meter	$	1,812.88	$	1,849.14
8 Inch Meter	$	3,153.60	$	3,216.67
10 Inch Meter	$	4,927.50	$	5,026.05
12 Inch Meter	$	6,504.30	$	6,634.39

City of Schertz
Schedule of Fees

All Departments	2023-24	2024-25
Records Requests		
Standard paper copy, per page (front and back is 2 pages)	$ 0.10	$ 0.10
Nonstandard-size copy:		
Oversize paper copy (11” X 17”)	$ 0.50	$ 0.50
Specialty paper (Mylar, blueprint, blue line, map, photographic)	Actual	Actual
Certified Copy- Each Certification	$ 5.00	$ 5.00
Diskette	$ 1.00	$ 1.00
Magnetic tape - actual cost	Actual	Actual
Data cartridge -actual cost	Actual	Actual
Tape cartridge - actual cost	Actual	Actual
Rewritable CD (CD-RW)	$ 1.00	$ 1.00
Non-rewritable CD (CD-R)	$ 1.00	$ 1.00
Digital video disc (DVD)	$ 3.00	$ 3.00
JAZ drive - actual cost	Actual	Actual
Other electronic media - actual cost	Actual	Actual
Miscellaneous supplies - actual cost	Actual	Actual
Postage and shipping charge actual cost	Actual	Actual
Photographs - actual cost	Actual	Actual
Maps - actual cost	Actual	Actual
Labor charge:		
For locating, compiling, and reproducing, per hour (if documents are NOT located in the immediate area and over 50 pages)	$ 15.00	$ 15.00
Overhead charge - % of labor charge	20%	20%
Remote document retrieval charge	Actual	Actual
No Sales Tax shall be applied to copies of public information.		
Notary Fees		
Acknowledgement, Certified Copies, Jurat's, Oaths and Affirmation	$ 6.00	$ 6.00
Protests- Per Document	$ 5.00	$ 5.00
Convenience Fees		
Credit Card Payment Over Phone	$ 1.00	$ 1.00
Return Check Fee	$ 25.00	$ 25.00

City of Schertz
Schedule of Fees

City Secretary	2023-24	2024-25
Candidate Filing Fee	$ 25.00	$ 25.00
Licenses		
Package Store Permit	$ 250.00	$ 250.00
Wine and Malt Beverage Retailer's Permit - Bexar County	$ 500.00	$ 500.00
Wine and Malt Beverage Retailer's Permit - Bexar County Renewal	$ 375.00	$ 375.00
Wine and Malt Beverage Retailer's Permit - All Other Counties	$ 87.50	$ 87.50
Wine and Malt Beverage Retailer's Off Premises Permit	$ 30.00	$ 30.00
(Malt Beverage) Retail Dealer's On-Premise License - Bexar County	$ 500.00	$ 500.00
(Malt Beverage) Retail Dealer's On-Premise License - Bexar County Renewal	$ 375.00	$ 375.00
(Malt Beverage) Retail Dealer's On-Premise License - All Other Counties	$ 75.00	$ 75.00
Wine-Only Package Store Permit	$ 37.50	$ 37.50
Mixed Beverage Permit	$ 375.00	$ 375.00
Wholesaler's Permit	$ 937.50	$ 937.50
Branch's Distributor's License	$ 37.50	$ 37.50
(Malt Beverage) Retail Dealer's Off-Premise License	$ 30.00	$ 30.00
Local Distributor's Permit	$ 50.00	$ 50.00
Winery Permit	$ 37.50	$ 37.50

City of Schertz
Schedule of Fees

Library	2023-24	2024-25
Non-Resident user fee- Library Card	$ 15.00	$15.00
Meeting Room Fee- Non-Schertz residents, 4 hours	$ 50.00	$50.00
Meeting Room Fee- After hour fee, per hour	$ 25.00	$25.00
Meeting Room Cleaning Fee (Spot Cleaning)	$ 50.00	$50.00
Meeting Room Cleaning Fee (Whole Room)	Actual	Actual
Additional Fee for After Hours Cleaning, per hour	$ 25.00	$25.00
Inter-Library Loans Materials (ILL Materials)		
Lost or damaged ILL items - Cost of item as billed by the lending library (may include additional fines or fees assessed by the lending library)	Actual	Actual
Inter-Library Loan items per day (3 day grace period)	$ 1.00	$ -
Max overdue amount per ILL item	$ 5.00	$ -
Return Postage Fee--for ILL items never picked up by customer after arrival	$ 3.00	$ 3.00
Overdue Fines (3 day grace period)		
All Items per day (except ILL items)	$ 0.25	$ -
Max amount that can be charged	$ 1.00	$ -
Replacement Library Card	$ 1.00	$ 1.00
Copier, per standard page (2-sided copies are the same as 2 pages; oversized copies are the same as 2 pages)		
Black and White	$ 0.15	$ 0.15
Color	$ 0.50	$ 0.50
Printing, per standard page (2-sided copies are the same as 2 pages; oversized copies are the same as 2 pages)		
Black and White	$ 0.15	$ 0.15
Color	$ 0.50	$ 0.50
Outgoing Fax, 1st page	$ 1.00	$ 1.00
Per each succeeding page	$ 0.25	$ 0.25
Lost & Damaged Materials - Cost of item		
plus a processing fee	$ 5.00	$ 5.00
Damaged DVD Case	$ 1.00	$ 1.00
Damaged or Missing Barcode	$ 1.00	$ 1.00
Damaged or Missing RFID Tag	$ 1.00	$ 1.00
Damaged or Missing DVD/Video Cover (if replaceable) plus processing fee	$ 3.00	$ 3.00
Game & Experience Kit totes and parts (if replaceable)	$ -	Actual
Toddler Tote Bag	$ 2.50	$ 2.50
Juvenile Audiobook Bag	$ 5.00	$ -
Materials Recovery Fee (per account sent to collections)	$ 10.00	$ 10.00

City of Schertz
Schedule of Fees

Note: If an item is lost and paid for, any overdue fines assessed against the item are waived. If part of an item is lost and not replaceable, the item as a whole is considered lost and the full cost of the item is charged to the patron. Again, any overdue fines assessed against the item are waived if the item is paid for. Refunds for items that were paid for and subsequently found and returned to the library are available for up to 60 days after payment and require the original receipt. Processing fees are non-refundable. No refunds will be given after 60 days.

City of Schertz
Schedule of Fees

Schertz Magazine	2023-24	2024-25
Display Ads:		
Eighth Page for 6 mo., per month	$ 325.00	$ 325.00
Eighth Page for 12 mo., per month	$ 300.00	$ 300.00
Quarter Page for 6 mo., per month	$ 600.00	$ 600.00
Quarter Page for 12 mo., per month	$ 450.00	$ 450.00
Half Page for 6 mo., per month	$1,100.00	$1,100.00
Half Page for 12 mo., per month	$ 775.00	$ 775.00
Full Page for 6 mo., per month	$1,650.00	$1,650.00
Full Page for 12 mo., per month	$1,325.00	$1,325.00
Special placement fee	$ 100.00	$ 100.00
Artwork ownership fee	$ 95.00	$ 95.00
Premium Placement:		
Back Cover for 6 mo., per month	$2,000.00	$2,000.00
Back Cover for 12 mo., per month	$1,650.00	$1,650.00

Churches, governmental entities, 501 (c) 3 and civic groups who provide a service to the residents of Schertz will receive a 25% discount on the above facility rental rates.

City of Schertz
Schedule of Fees

Event Facilities	2023-24	2024-25
Vendor/Ancillary Fees		
Kitchen Fee, per person		
Kitchen/F&B Fee, Ballroom	$ 300.00	$ 300.00
Kitchen/F&B Fee, Bluebonnet Room	$ 100.00	$ 100.00
Early Open Fee (one hour only)	$ 200.00	$ 200.00
Late Fee	$ 200.00	$ 200.00
Ice, one bin (80lbs)	$ 15.00	$ 15.00
Ice, unlimited	$ 25.00	$ 25.00
Beverage Service (for 50 people)	$ 50.00	$ 50.00
Beverage Linen per table	$ 6.00	$ 6.00
Cancellation Fee	$ 50.00	$ 50.00
Portable Bar (includes 5 cocktail tables)	$ 200.00	$ 200.00
Cocktail Tables (up to 5)	$ 50.00	$ 50.00
Uplighting, per light	$ 15.00	$ 15.00
Uplighting package, 10 lights	$ 100.00	$ 100.00
Pipe for Back Drop	$ 25.00	$ 25.00
Drape per linear ft.	$ 2.00	$ 2.00
Cleaning Fee	$ 150.00	$ 150.00
Beverage Tub	$ 75.00	$ 75.00
Private Suite	$ 150.00	$ 150.00
Discount/Special Rates		
Frequent Renters 25% discount (Must rent at least 12 times calendar year)		
Multiple Day Renters 25% discount (Must rent two or more consecutive days)		
Day before setup - 50% of regular room rate (only in ballroom or entire Civic Center)		
Non-Profits 25% discount - rent only		
All comp'd requests will require approval from City Manager		
H.O.A. Meeting Fee	$ 100.00	$ 100.00
Funeral Reception Only in Bluebonnet Hall/Community Centers 3 hr maximum	$ 100.00	$ 100.00
Gym Use Fee (Community Center/per hour)	$ 25.00	$ 25.00
Facility Security		
Security Coordination Fee	$ 15.00	$ 15.00
Regular- per officer, per hour (4 hour minimum)	$ 50.00	$ 50.00
Holiday- per officer, per hour (4 hour minimum)	$ 75.00	$ 75.00
Civic Center - Grand Ballroom- (7,198 sq. ft)		
Regular Rentals (room only)		
Sunday, Full day	$ 925.00	$ 925.00
Monday - Thursday, Full day	$ 600.00	$ 600.00
Monday - Thursday, Half day	$ 375.00	$ 375.00
Friday, Full Day (half day not available)	$ 925.00	$ 925.00
Saturday, Full day (half day not available)	$ 1,975.00	$ 1,975.00
Small Stage	$ 200.00	$ 200.00
Dance Floor	$ 200.00	$ 200.00
Damage/Cancellation Deposit	$ 500.00	$ 500.00
Audio/Visual Services (upgraded)	$ 175.00	$ 175.00
Additional time, per hour	$ 50.00	$ 50.00
Audio/Visual Panel Access (for 2 screens/projectors)	$ 100.00	$ 100.00

City of Schertz
Schedule of Fees

Event Facilities	2023-24	2024-25
Banquet Package - includes hall and kitchen rental, easel, tables/chairs, dance floor, AV panel access, ice, private suite, portable bar, cocktail tables, uplighting package, beverage tub:		
Friday/Sunday, Full Day (half day not available)	$ 2,025.00	$ 2,025.00
Saturday, Full day (half day not available)	$ 3,000.00	$ 3,000.00
Civic Center Cut-Off Hall (Larger portion of Ballroom - (4,172 sq ft)		
Regular Rentals		
Sunday, Full day	$ 700.00	$ 700.00
Monday - Thursday, Full day	$ 425.00	$ 425.00
Monday - Thursday, Half day	$ 250.00	$ 250.00
Friday, Full Day (half day not available)	$ 700.00	$ 700.00
Saturday, Full day (half day not available)	$ 1,550.00	$ 1,550.00
Small Stage - move to only one stage	$ 200.00	$ 200.00
Dance Floor	$ 200.00	$ 200.00
Audiovisual Services (upgraded)	$ 175.00	$ 175.00
Additional time, per hour	$ 50.00	$ 50.00
Audio/Visual Panel Access (for 2 screens/projectors)	$ 100.00	$ 100.00
Damage/Cancellation Deposit	$ 500.00	$ 500.00
Banquet Package - includes hall and kitchen rental, easel, tables/chairs, dance floor, AV panel access, ice, private suite, portable bar, cocktail tables, uplighting package, beverage tub:		
Friday/Sunday, Full day (half day not available)	$ 1,725.00	$ 1,725.00
Saturday, Full day (half day not available)	$ 2,575.00	$ 2,575.00
Civic Center Conference Hall (Smaller portion of Ballroom - (3,026 sq ft)		
Regular Rentals		
Friday/Sunday, Full day	$ 400.00	$ 400.00
Monday - Thursday, Full day	$ 250.00	$ 250.00
Monday - Thursday, Half day	$ 175.00	$ 175.00
Audio/Visual Panel Access (for 2 screens/projectors)	$ 100.00	$ 100.00
Damage/Cancellation Deposit	$ 200.00	$ 200.00
Civic Center - Bluebonnet Hall- (2,500 sq ft)		
Regular Rentals		
Friday/Sunday, Full day	$ 450.00	$ 450.00
Friday/Sunday, Half day	$ 225.00	$ 225.00
Monday - Thursday, Full day	$ 275.00	$ 275.00
Monday - Thursday, Half day	$ 150.00	$ 150.00
Saturday, Full day (half day not available)	$ 775.00	$ 775.00
Audio/Visual Panel Access (for 2 screens/projectors)	$ 100.00	$ 100.00
Damage/Cancellation Deposit	$ 200.00	$ 200.00
Banquet Package - includes hall rental, kitchen, tables/chairs, AV panel access, ice, uplights, portable bar:		
Friday/Sunday, Full day	$ 925.00	$ 925.00
Friday/Sunday, Half day	$ 700.00	$ 700.00
Saturday, Full day (half day not available)	$ 1,250.00	$ 1,250.00
Community Center North- 3501 Morning Dr- (2,006 sq ft)		
Sunday - Thursday per hour, 2 hour minimum	$ 25.00	$ 25.00
Friday - Saturday per hour, 4 hour minimum	$ 50.00	$ 50.00
Daily Maximum (up to 12 hours)	$ 375.00	$ 375.00

City of Schertz
Schedule of Fees

Event Facilities	2023-24	2024-25
Damage/Cancellation Deposit	$ 200.00	$ 200.00
Community Center Central (2,940 sq ft)		
Sunday - Thursday per hour, 2 hour minimum	$ 50.00	$ 50.00
Friday - Saturday per hour, 4 hour minimum	$ 75.00	$ 75.00
Daily Maximum (up to 12 hours)	$ 475.00	$ 475.00
Projector/Screen/Microphone	$ 50.00	$ 50.00
Damage/Cancellation Deposit	$ 200.00	$ 200.00

Churches, governmental entities, 501 (c) 3 and civic groups who provide a service to the residents of Schertz will receive a 25% discount on the above facility rental rates.

City of Schertz
Schedule of Fees

Event Fee	2023-24	2024-25
Daddy Daughter/Mother Son Dances		
Adult	$ 18.00	$ 18.00
Child (17 and under)	$ 12.00	$ 12.00
Kick Cancer 1k/5k		
1K Kids Run	$ 20.00	$ 20.00
5K Timed Run/Walk	$ 35.00	$ 35.00
5K Non-Timed Run/Walk		
Signs of Love	$ 20.00	$ 20.00
Jubilee		
Food Vendor	$ 300.00	$ 300.00
Carnival	$ 6,000.00	$ 6,000.00
Craft Vendor	$ 50.00	$ 50.00
Business Parade Entry	$ 50.00	$ 50.00
T-Shirt Decorating Contest		
Umpired Leagues (Kickball, Softball)		
Individual	$ 25.00	$ 25.00
Late Fee Per Individual	$ 10.00	$ 10.00
Non-Umpired Leagues (Pickleball, Cornhole)		
Individual	$ 20.00	$ 20.00
Late Fee Per Individual	$ 10.00	$ 10.00
Holidazzle		
Food Vendor	$ 50.00	$ 50.00
Craft Vendor	$ 50.00	$ 50.00
Business Parade Entry	$ -	$ -
Breakfast with Santa	$ 10.00	$ 10.00

City of Schertz
Schedule of Fees

Event Fee	2023-24	2024-25
Murder Mystery Party Per Individual	$40.00	$40.00
5 Day, 2 Hour Camps Per Individual	$ 60.00	$ 60.00
5 Day, 3 Hour Camps Per couple	$ 70.00	$ 70.00
Parent & Me Programs Per Couple	$ 10.00	$ 10.00
Archery Month Series (Seniors/After School) Per Individual	$ 20.00	$ 20.00
Archery 101 (1 Day) Per Individual	$ 20.00	$ 20.00

City of Schertz
Schedule of Fees

Parks and Recreation	2023-24	2024-25
Small Pavilion (Resident)		
Weekday Full Day (Mon-Thur)	$ 42.50	$ 42.50
Weekend Half Day (Fri-Sun)	$ 55.00	$ 55.00
Weekend Full Day (Fri-Sun)	$ 85.00	$ 85.00
Small Pavilion (Non-Resident)		
Weekday Full Day (Mon-Thur)	$ 67.50	$ 67.50
Weekend Half Day (Fri-Sun)	$ 90.00	$ 90.00
Weekend Full Day (Fri-Sun)	$ 135.00	$ 135.00
Large Pavilion (Resident)		
Weekday without facilities (Mon-Thur)	$ 50.00	N/A
Weekday with facilities (Mon-Thur)	$ 100.00	$ 125.00
Weekend without facilities (Fri-Sun)	$ 100.00	N/A
Weekend with facilities (Fri-Sun)	$ 200.00	$ 250.00
Large Pavilion (Non-Resident)		
Weekday without facilities (Mon-Thur)	$ 75.00	N/A
Weekday with facilities (Mon-Thur)	$ 150.00	$ 175.00
Weekend without facilities (Fri-Sun)	$ 150.00	N/A
Weekend with facilities (Fri-Sun)	$ 300.00	$ 350.00
Group Picnic Areas (Resident)		
Weekday Full Day (Mon-Thur)	$ 15.00	$ 15.00
Weekend Half Day (Fri-Sun)	$ 20.00	$ 20.00
Weekend Full Day (Fri-Sun)	$ 30.00	$ 30.00
Group Picnic Areas (Non-Resident)		
Weekday Full Day (Mon-Thur)	$ 22.50	$ 22.50
Weekend Half Day (Fri-Sun)	$ 35.00	$ 35.00
Weekend Full Day (Fri-Sun)	$ 45.00	$ 45.00
Spike ball		
Spike ball nets with balls	$ 15.00	$ 15.00
Basketball		
Set of Half Dozen Basketballs	$ 15.00	$ 15.00
Pickleball		
Pickleball Net (Paddles and Balls are Included)	$ 40.00	$ 40.00
Veteran's Memorial Plaza Pavers		
Per Paver	$ 75.00	$ 75.00
Senior Center Membership		
Per Person	$ 36.00	$ 36.00
Per Couple	$ 65.00	$ 65.00

City of Schertz
Schedule of Fees

Parks and Recreation	2023-24	2024-25
Pools		
Daily Rates		
Per swimmer per entry	$ 2.00	$ 2.00
Daily pass	$ 3.00	$ 3.00
Admission is free for children under the age of 2 years.		
Float & Fireworks	$ 3.00	$ 3.00
Paws in the Pool	$ 3.00	$ 3.00
Watermelon Day	$ 3.00	$ 3.00
Season Rates-Maximum per season pass is six (6) members		
Schertz Residents		
Individual rate	$ 40.00	$ 40.00
2 member rate	$ 50.00	$ 50.00
3 member rate	$ 60.00	$ 60.00
4 member rate	$ 70.00	$ 70.00
5 member rate	$ 80.00	$ 80.00
6 member rate	$ 90.00	$ 90.00
Non-Schertz Residents		
Individual rate	$ 70.00	$ 70.00
2 member rate	$ 80.00	$ 80.00
3 member rate	$ 90.00	$ 90.00
4 member rate	$ 100.00	$ 100.00
5 member rate	$ 110.00	$ 110.00
6 member rate	$ 120.00	$ 120.00
Regular Preschool/Child Care Center		
Teacher/Child Care Attendant and 5 students per pass.		
In City	$ 80.00	$ 80.00
Out of City	$ 120.00	$ 120.00

City of Schertz
Schedule of Fees

Parks and Recreation	2023-24	2024-25
****THESE RATES NOW SET BY CONTRACTOR****		
Swimming lessons rate		
Schertz Residents - per child	**	**
Non- Residents - per child	**	**
Pool Reservations		
Schertz Residents		
1 to 50 People	**	**
51 to 100 People	**	**
101 to 150 People	**	**
151 to 200 People	**	**
201 to 250 People	**	**
251 to 293 People	**	**
Non-Residents		
1 to 50 People	**	**
51 to 100 People	**	**
101 to 150 People	**	**
151 to 200 People	**	**
201 to 250 People	**	**
251 to 293 People	**	**
Northcliffe Pool		
Schertz Residents		
1 to 50 People (2 hours maximum)	**	**
50 to 100 People (2 hours maximum)	**	**
Non-Residents		
1 to 50 People (2 hours maximum)	**	**
50 to 100 People (2 hours maximum)	**	**
****THESE RATES NOW SET BY CONTRACTOR****		

City of Schertz
Schedule of Fees

Animal Services	2023-24	2024-25
Animal Adoption		
Dog	$ 60.00	$ 60.00
Cat	$ 35.00	$ 35.00
Adoption pricing may be discounted for adoption events or during special promotions		
Permits - A permit shall be issue after payment of application fee:		
Kennel authorized to house 10 or less dogs or cats	$ 75.00	$ 75.00
Kennel authorized to house more than 10 but less than 50	$ 150.00	$ 150.00
Kennel authorized to house 50 or more	$ 200.00	$ 200.00
Pet Shop	$ 100.00	$ 100.00
Grooming Shop	$ 30.00	$ 30.00
Commercial Riding Stable 10 or less	$ 75.00	$ 75.00
Commercial Riding Stable 11-50	$ 150.00	$ 150.00
Commercial Riding Stable 51 or more	$ 200.00	$ 200.00
Annual Crescent Bend Riding Permit, per horse	$ 100.00	$ 100.00
Auction	$ 100.00	$ 100.00
Zoological Park	$ 200.00	$ 200.00
Animal Exhibition/Circus/Petting Zoo	$ 100.00	$ 100.00
Guard Dog Training Center	$ 200.00	$ 200.00
Obedience Training Center	$ 50.00	$ 50.00
Commercial Establishment Using a Guard Dog	$ 75.00	$ 75.00
Commercial Annual Sellers Permit	$ 150.00	$ 150.00
Dangerous Dog Permit	$ 200.00	$ 200.00
Temporary Permit* - not to exceed 7 days	$ 15.00	$ 15.00
*Good for Crescent Bend Riding (per horse), Animal Exhibition/Circus/Petting Zoo, and Auction Permits		
Temporary Animal Sales Permit (Pet Expos), not to exceed 3 days	$ 30.00	$ 30.00
Impoundment Fee: An impoundment fee must be paid for each captured animal		
Dog/Cat Impoundment		
Within a 1 year period		
1st Offense		
Neutered	$ 30.00	$ 30.00
Un-neutered	$ 45.00	$ 45.00
2nd Offense		
Neutered	$ 50.00	$ 50.00
Un-neutered	$ 70.00	$ 70.00
3rd Offense		
Neutered	$ 100.00	$ 100.00
Un-neutered	$ 120.00	$ 120.00
4th Offense		
Neutered	$ 150.00	$ 150.00
Un-neutered	$ 170.00	$ 170.00
Each Additional Offense		
Base- Neutered	$ 150.00	$ 150.00
Base- Un-neutered	$ 170.00	$ 170.00
Per Additional Offense	$ 50.00	$ 50.00
Fowl or other small animal	$ 30.00	$ 30.00
Livestock	$ 75.00	$ 75.00
Zoological/Circus animal	$ 200.00	$ 200.00

City of Schertz
Schedule of Fees

Animal Services	2023-24	2024-25
Boarding Fee: A boarding fee must be paid for each animal		
Dog/Cat, per day	$ 15.00	$ 15.00
Fowl or other small animal, per day	$ 10.00	$ 10.00
Reptile, per day	$ 30.00	$ 30.00
Livestock, per day	$ 50.00	$ 50.00
Zoological/Circus animal, per day	$ 200.00	$ 200.00
Surrender Fee: Charge per animal with proof of Schertz residency		
Fowl/Reptile/Small Animal	$ 10.00	$ 10.00
Dog/Cat neutered/spayed /current rabies cert./heartworm negative	$ 35.00	$ 35.00
Dog/Cat all other surrenders	$ 65.00	$ 65.00
Small Livestock	$ 50.00	$ 50.00
Large Livestock	$ 100.00	$ 100.00
Zoological or Circus	$ 200.00	$ 200.00
Litter Fee (3 or more animals under 2 months old)	$ 75.00	$ 75.00
Quarantine Fee:		
Dog/Cat	$ 50.00	$ 50.00
Plus Daily Charge per animal for boarding	$ 15.00	$ 15.00
Micro Chipping	$ 15.00	$ 15.00
Trap Rental Fee:		
Trap Deposit, refundable when trap is returned	$ 75.00	$ 75.00
Trap Rental Fee, per day	$ 5.00	$ 5.00

City of Schertz
Schedule of Fees

Neighborhood Service	2023-24	2024-25
Health and Sanitation Division		
Food Establishment Fees:		
Non-Profit Organizations (regardless of number of employees)	$ 100.00	$ 100.00
1 - 10 Employees		$ 300.00
11 or more Employees		$ 800.00
~~1-3 Employees~~	$ 150.00	$ -
~~4-6 Employees~~	$ 285.00	$ -
~~7-10 Employees~~	$ 540.00	$ -
~~11-20 Employees~~	$ 575.00	$ -
~~21+ Employees~~	$ 725.00	$ -
Temporary Food and/or Beverage Establishment	$ 50.00	$ 50.00
Mobile Vendors	$ 100.00	$ 250.00
Mobile Vendors, registration (existing permit from another government agency)	$ 25.00	$ 25.00
Public and HOA Swimming Pool License	$ 110.00	$ 110.00
Foster Care	$ 50.00	$ 50.00
Re-inspection fees	$ 75.00	$ 75.00
Nuisance Abatement Administrative Fee		
First abatement	$ 100.00	$ 100.00
Second abatement	$ 200.00	$ 200.00
Third and subsequent abatements	$ 500.00	$ 500.00
~~**Sanitation Inspection Fees - Outside of City**~~		
~~Hourly Charge, one hour minimum~~	$ 50.00	~~$ 50.00~~
~~Mileage over 15 miles, per mile~~	$ 5.00	~~$ 5.00~~
~~Administrative Fee~~	15%	~~15%~~

City of Schertz
Schedule of Fees

Police Department	2023-24	2024-25
Alarm Permit Fees		
Residential - Annually	$ 10.00	$ 10.00
Tier 1 Commercial	$ 25.00	$ 25.00
Tier 2 Commercial site alarm system required under local, state or national code	$ 50.00	$ 50.00
Alarm Service Fees: Other than Burglar Alarms		
4TH False Alarm within 12 Mo. Period	$ 100.00	$ 100.00
5TH False Alarm within 12 Mo. Period	$ 150.00	$ 150.00
6TH False Alarm within 12 Mo. Period	$ 200.00	$ 200.00
7TH False Alarm within 12 Mo. Period	$ 250.00	$ 250.00
8TH False Alarm within 12 Mo. Period	$ 500.00	$ 500.00
Others After 8TH within 12 Mo. Period	$ 500.00	$ 500.00
Burglar Alarm Service Fees:		
4TH False Alarm within 12 Mo. Period	$ 50.00	$ 50.00
5TH False Alarm within 12 Mo. Period	$ 50.00	$ 50.00
6TH False Alarm within 12 Mo. Period	$ 75.00	$ 75.00
7TH False Alarm within 12 Mo. Period	$ 75.00	$ 75.00
8TH False Alarm within 12 Mo. Period	$ 100.00	$ 100.00
Others After 8TH within 12 Mo. Period	$ 100.00	$ 100.00
Miscellaneous Fees		
Accident Reports, each	$ 6.00	$ 6.00
Fingerprints, per set	$ 10.00	$ 10.00
Solicitor/Peddler Permit	$ 50.00	$ 50.00
Background Check Fee	$ 10.00	$ 10.00
BODY CAM VIDEO ($1.00 per minute +$10.00)	$ 10.00	$ 10.00

City of Schertz
Schedule of Fees

Fire Department and Haz-Mat Fees	2023-24	2024-25
Licenses & Permits		
Certificate of Occupancy - Inspections (CO)	$ 50.00	$ 50.00
License Inspections	N/A	N/A
Adult Daycare	$ 200.00	$ 200.00
Licensed Nursing Care Center	$ 200.00	$ 200.00
Licensed Hospital Inspection	$ 250.00	$ 250.00
Licensed Institutional Inspection	$ 250.00	$ 250.00
Licensed In-Home Facilities	$ 50.00	$ 50.00
Emergency Responder Radio Coverage System	$ 500.00	$ 500.00
High Piled/Rack Storage System	$ 400.00	$ 400.00
Above Ground Storage Tanks (all sizes) - commercial	$ 250.00	$ 250.00
Above Ground Storage Tanks (all sizes) - residential	$ 150.00	$ 150.00
Below Ground Storage Tanks (per tank) - commercial	$ 250.00	$ 250.00
Below Ground Storage Tanks (per tank) - residential	$ 150.00	$ 150.00
Access Control Systems (per system)	$ 150.00	$ 150.00
Limited Access Security Gates and Perimeter Fencing (per system)	$ 185.00	$ 185.00
Solar	$ 250.00	$ 250.00
Open or Control Burn - Commercial	$ 150.00	$ 150.00
Open or Control Burn - Non-commercial	$ 25.00	$ 25.00
Fireworks display permit	$ 450.00	$ 450.00
Tents and Membranes (per event)	$ 75.00	$ 75.00
Tents and Membranes (annually)	$ 400.00	$ 400.00
Cutting and Welding	$ 50.00	$ 50.00
Explosives	$ 50.00	$ 50.00
Flammable Storage	$ 50.00	$ 50.00
Carnivals and Fairs	$ 50.00	$ 50.00
Food Booth (per booth, per event)	$ 25.00	$ 25.00
Mobile Food Establistments (annual)	$ 25.00	$ 25.00
Battery Systems	$ 50.00	$ 50.00
Combustible Dust Product Options	$ 50.00	$ 50.00
Cryogenic Fluids	$ 50.00	$ 50.00
Haz-mat	$ 50.00	$ 50.00
Lumberyards	$ 50.00	$ 50.00
Spraying and Dipping	$ 50.00	$ 50.00
Storage of Tires	$ 50.00	$ 50.00
Short Term Rental Annual Inspection	$ 125.00	$ 125.00
Fire Suppression System Permits		
Fire Sprinkler System (1-10 heads)	$ 200.00	$ 200.00
Fire Sprinkler System (11-200 heads)	$ 250.00	$ 250.00
Additional heads (beyond 200)	$ 1.00	$ 1.00
Sprinkler System Modification (no heads involved)	$ 150.00	$ 150.00
False Alarm, per occurance (after 2 in an annual period)	$ 50.00	$ 50.00
Fire Alarms Installation (1-20 Devices)	$ 200.00	$ 200.00
Fire Alarms Installation (21-200 Devices)	$ 250.00	$ 250.00
Additional installation charge, per initiating or notification device (beyond 200)	$ 1.00	$ 1.00
Fire Alarm Remodel (Less than 10 Devices)	$ 75.00	$ 75.00
Fire Alarm Remodel (11-25 Devices)	$ 150.00	$ 150.00
Fire Alarm Remodel (26-100 Devices)	$ 225.00	$ 225.00
Fire Alarm Remodel (101-200 Devices)	$ 300.00	$ 300.00
Fire Alarm Remodel (201+ Devices)	$ 375.00	$ 375.00
Fire Alarm Panel Replacement (1-9 effected Devices)	$ 100.00	$ 100.00
Fire Alarm panel Replacement (10+ effected Devices)	$ 200.00	$ 200.00
Kitchen Hood Suppression System	$ 400.00	$ 400.00

City of Schertz
Schedule of Fees

Fire Department and Haz-Mat Fees	2023-24	2024-25
Underground Fire Line (per line)	$ 250.00	$ 250.00
Fixed Pipe Systems (per system)	$ 150.00	$ 150.00
Gaseous Suppression Systems (per system)	$ 300.00	$ 300.00
Standpipe	$ 200.00	$ 200.00
Additional Standpipes (beyond 1)	$ 150.00	$ 150.00
Spray Paint Booth (per booth)	$ 300.00	$ 300.00
Other Fire Systems	$ 100.00	$ 100.00
Inspection & Plan Review		
Inspection Fees		
Re-Inspection, after the 1st	$ 150.00	$ 150.00
After hours fee, per hour per inspector	$ 75.00	$ 75.00
(beyond the hours of 8:00 a.m. to 5:00 p.m.)		
Plan Review Fees, per hour, minimum 2 hours	$ 100.00	$ 100.00
Plan Review Rush, Outsource - Sent out by Fire Marshal	Cost	Cost
SFR After Hours Plan Review Rush (per hour, 2 hour minimum)	$ 200.00	$ 200.00
Smoke Control System Plan (per system)	$ 400.00	$ 400.00
Hazardous materials operations service fees.		
The current replacement cost shall be charged for the use of consumable haz-mat supplies and firefighting agents	ACTUAL	ACTUAL
If any protective equipment or firefighting equipment is damaged or contaminated, the current replacement cost shall be charged.	ACTUAL	ACTUAL
Fire Watch	$ 75.00	$ 75.00
Fire Watch with Pumper Apparatus (per hour) - MInimum 2 hours	$ 150.00	$ 150.00

City of Schertz
Schedule of Fees

EMS	2023-2024	2024-2025
Response Services		
Aid Call	$ 200.00	$ 250.00
Air Medical Assist Call	$ 700.00	$ 800.00
BLS Non- Emergency	$ 1,090.00	$ 1,240.00
BLS Emergency	$ 1,210.00	$ 1,360.00
ALS Non Emergency	$ 1,230.00	$ 1,380.00
ALS Emergency No Specialty Care	$ 1,440.00	$ 1,590.00
ALS Emergency W \ Specialty Care	$ 1,600.00	$ 1,750.00
Mileage, per mile	$ 25.00	$ 25.00
Other Services		
Ambulance Standby, per hour	$ 150.00	$ 150.00
Gator Standby, per hour	$ 100.00	$ 100.00
AED Supplies	Actual	Actual
CPR Class and Supplies	Actual	Actual
System Continuing Education	Actual	Actual
Vaccinations	Actual	Actual
EMT Class	$ 1,200.00	$ 1,300.00
Passport to Care - Single (insured)	$ 50.00	$ 50.00
Passport to Care - Family (insured)	$ 60.00	$ 60.00
Passport to Care - Single (Not insured)	$ 65.00	$ 65.00
Passport to Care - Family (Not insured)	$ 75.00	$ 75.00
Per Capita	$ 17.07	$ 17.52
	6.02%	2.64%

City of Schertz
Schedule of Fees

Planning and Zoning	2023-24	2024-25
Plat recording service:		
Fees assessed are due prior to recording:		
Plat recording fee is equal to the fee charged by the County Clerks Office		
Annexation Petition by Property Owner - Plus all related fees	$ 750.00	$ 750.00
Zone Change		
Zone change for 0 to 2 acres	$ 650.00	$ 650.00
Zone change for 2+ to 5 acres	$1,000.00	$1,000.00
Zone change for 5+ to 20 acres	$2,000.00	$2,000.00
Zone change for 20+ to 50 acres	$3,500.00	$3,500.00
Zone change for 50+ to 100 acres	$4,000.00	$4,000.00
Zone change for 100+ acres	$6,000.00	$6,000.00
Specific Use Permit (SUP) - plus other applicable items (i.e. Site Plan)		
Specific Use Permit (SUP) for 0 to 2 acres	$ 650.00	$ 650.00
Specific Use Permit (SUP) for 2+ to 5 acres	$1,000.00	$1,000.00
Specific Use Permit (SUP) for 5+ to 20 acres	$2,000.00	$2,000.00
Specific Use Permit (SUP) for 20+ to 50 acres	$3,500.00	$3,500.00
Specific Use Permit (SUP) for 50+ to 100 acres	$4,000.00	$4,000.00
Specific Use Permit (SUP) for 100+ acres	$6,000.00	$6,000.00
Building addition of a current/legal SUP	$ 500.00	$ 500.00
Master Development Plan		
All phased developments and PDD's	$1,500.00	$1,500.00
Master Development Plan Amendment (minor revision)	$ 500.00	$ 500.00
Preliminary Plat		
0 to 50 acres	$2,000.00	$2,000.00
greater than 50 acres	$3,000.00	$3,000.00
Final Record Plat or Re-plat		
0 to 50 acres	$1,500.00	$1,500.00
greater than 50 acres	$2,000.00	$2,000.00
Revised Final Plat (minor)	$ 500.00	$ 500.00
Amended Plat	$1,500.00	$1,500.00
Minor Plat	$1,500.00	$1,500.00
Vacate Plat	$1,500.00	$1,500.00
Plat Time Extension - plus all related fees	$ 250.00	$ 250.00
Street and Subdivision Name Changes	$1,500.00	$1,500.00

City of Schertz
Schedule of Fees

Planning and Zoning	2023-24	2024-25
Site Plan	$1,500.00	$1,500.00
Amended Site Plan (minor)	$ 500.00	$ 500.00
Park Fees - Residential		
Land Dedication: one (1) acre per 100 dwelling unit		
Fee in Lieu of Land Dedication: per dwelling unit	$ 350.00	$ 350.00
Park Development Fee: Per Dwelling unit	$ 650.00	$ 650.00
Park Fees - Multi-Family		
Land Dedication: one (1) acre per 100 dwelling unit		
Fee in Lieu of Land Dedication; per dwelling unit:	$ 350.00	$ 350.00
Park Development Fee: Per Dwelling unit	$ 650.00	$ 650.00
Miscellaneous		
Tree Mitigation, inch of DBH - Plus all related fees	$ 100.00	$ 100.00
Legal Review (i.e. Improvement Agreements)	Actual	Actual
Zoning Verification Letter - Single tract of land per Tract	$ 150.00	$ 150.00
Certificate of Determination - Single Tract of Land per Tract	$ 150.00	$ 150.00
Postponement of any Public Hearing by the Applicant	$ 350.00	$ 350.00
Appeals and requests for amendments Considered by City Council, the Planning & Zoning Commission, the Building and Standards Commission, or the Board of Adjustment as allowed by the Unified Development Code, to include requested amendments to the Comprehensive Land Use Plan	$ 500.00	$ 500.00
Floodplain Development Review Fee	NA	$ 150.00
Variance and/or Waivers		
Unified Development Code, ea.	$ 500.00	$ 500.00
Building Code, ea.	$ 500.00	$ 500.00
Driveway width waiver requests will not be assessed with the waiver fee		
Copies, Plans, and Maps:		
Unified Development Code	$ 50.00	$ 50.00
Public Works Specification Manual	$ 50.00	$ 50.00
Staff Review - Application completeness review, internal SDR (staff) review & meeting with applicant to review application package. Fee included in all applications.		

City of Schertz
Schedule of Fees

Inspections		2023-24	2024-25
Residential Building Permit Fees			
Minimum permit fee		$ 50.00	$ 50.00
New Single Family Residential (one & two family dwellings)	per square foot	$ 0.50	$ 0.50
New Assessory structures	per square foot	$ 0.50	$ 0.50
Flatwork/Deck		$ 100.00	$ 100.00
Patio/Patio Cover		$ 225.00	$ 225.00
Roof Replacement		$ 200.00	$ 200.00
Window Replacement		$ 150.00	$ 150.00
Foundation Repair		$ 225.00	$ 225.00
No plan check fee applies to residential flatwork/deck permits			
A building permit is required for swimming pools greater than 24 inches (24") in depth.			
Swimming Pools - In ground		$ 500.00	$ 500.00
Swimming Pools - Above Ground (where a permit is required)		$ 25.00	$ 25.00
No permit required for prefabricated pools less than 24"			
A residential plan review fee of 50% of the building permit fee is assessed to all permits for the review of construction documents and plans associated with a permit.		50%	50%
See trade permit and technology fees associated with residential permits below.			
Commercial Building Permit Fees			
Building Permit Fees			
New Construction - Commercial (see Cost table below)		Cost	Cost
Plan review fees for projects with a cost of $5,000 or greater, are assessed review fees based on a percentage (%) of Permit Fee		50%	50%
Permit Fees:			
Cost of Construction (Cost)			
$0.00 to $1,000.00		$ 50.00	$ 50.00
$1,001.00 to $15,000.00, for each additional $1,000 and fraction thereof		$ 8.00	$ 8.00
$15,001.00 to $50,000.00, for each additional $1,000 and fraction thereof		$ 7.00	$ 7.00
$50,001 and up, for each additional $1,000 and fraction thereof		$ 6.00	$ 6.00
Following Use The Cost of Construction (Cost) Table above:			
Non - residential Flatwork/Deck		Cost	Cost
Non - residential Accessory Buildings		Cost	Cost
Non - residential Patio/Patio Cover		Cost	Cost
Non - residential Roof Replacement		Cost	Cost
Non - residential Window Replacement		Cost	Cost
Non - residential Swimming Pools in Ground		Cost	Cost
Non - residential Foundation Repair		Cost	Cost
Sign		Cost	Cost

City of Schertz
Schedule of Fees

Inspections	2023-24	2024-25
All other permit fees (Residential & Commercial):		
Fence (New and Replacement)	$ 50.00	$ 50.00
Siding/Fascia	$ 75.00	$ 75.00
Temporary Building or Structure	$ 50.00	$ 50.00
Moving Permit Fee	$ 100.00	$ 100.00
Demolition Permit Fee	$ 60.00	$ 60.00
Mobile Home Permit Fee (plus sub-trades as necessary)	$ 25.00	$ 25.00
Certificate of Occupancy	$ 50.00	$ 50.00
Pre Certificate of Occupancy Inspection	$ 200.00	$ 200.00
Failure to Obtain Certificate of Occupancy	$ 200.00	$ 200.00
Compliance Inspection, each trade	$ 50.00	$ 50.00
Temporary Sign	$ 30.00	$ 30.00
Development Sign	$ 100.00	$ 100.00
Banner	$ 25.00	$ 25.00
Street Span Banner	$ 25.00	$ 25.00
Home Occupation Permit (annually)	$ 35.00	$ 35.00
Construction beginning without permit, pay additional:	$ 200.00	$ 200.00
Failure to Request Inspection, per trade	$ 100.00	$ 100.00
Failure to Obtain Contractors License/Provide Insurance	$ 100.00	$ 100.00
Electrical Permit Fees		
Electrical Repair/Replacement	$ 60.00	$ 60.00
New Construction per building/unit	$ 100.00	$ 100.00
Solar	$100.00	$100.00
Mechanical Permit Fees		
Mechanical Repair/Replacement	$ 60.00	$ 60.00
New Construction per building/unit	$ 100.00	$ 100.00
Plumbing Permit Fees		
Plumbing Repair/Replacement	$ 60.00	$ 60.00
New Construction per building/unit	$ 100.00	$ 100.00
Irrigation Permit Fees		
Permit Fee	$ 60.00	$ 60.00
plus per sprinkler head	$ 1.00	$ 1.00
plus per backflow or RPZ	$ 3.00	$ 3.00
subsequent to the installation of the piping or equipment served, each		
Re-Inspection Fees		
Each re-inspection, per trade	$ 75.00	$ 75.00
Re-inspections after first, per trade	$150.00	$150.00
Re-inspections after second and all subsequent, per trade	$500.00	$500.00
No permit fees will be charged for sites located on Main St. (All departments)		
No permit fees will be charged to the Schertz Housing Authority (All departments)		
Technology Fees		
Commercial Construction (new, additions, remodels)	$25.00	$25.00
New Residential Construction	$25.00	$25.00
All other permits	$10.00	$10.00

City of Schertz
Schedule of Fees

Inspections	2023-24	2024-25
Licenses/Registrations:		
General Contractor (Initial and Renewal)	N/C	N/C
Master Electrician (Initial) State of Texas Issued	N/C	N/C
Apprentice/Wireman Electrician (Annually) State of Texas Issued	N/C	N/C
Electrical Contractor (Annually) State of Texas Issued	N/C	N/C
Mechanical Contractor (Annually) State of Texas Issued	N/C	N/C
Plumbing Contractor (Annually)* State of Texas Issued	N/C	N/C
Irrigation (Annually) State of Texas Issued	N/C	N/C
Backflow Tester - State of Texas Issued	N/C	N/C
Sign Contractor (Initial)	N/C	N/C
Sign Contractor (Renewal)	N/C	N/C
Electrical Sign Contractor (Initial) State of Texas Issued	N/C	N/C
Electric Sign Journeyman Electrician (Annually) State of Texas Issued	N/C	N/C
Electric Sign Apprentice/Wireman Electrician (Annually) State of Texas Issued	N/C	N/C
Utility Contractor (Annually)	N/C	N/C
Mobile Home Park (Annually)	N/C	N/C

*N/C - No Charge for license

City of Schertz
Schedule of Fees

Engineering	2023-24	2023-24
Grading and Clearing Permit - Acreage		
For non-agricultural purposes		
Below 5 acres	$ 100.00	$ 100.00
5 to 20 acres	$ 250.00	$ 250.00
Per acre over 20, plus base charge for 20 acres	$ 3.00	$ 3.00
Over 100 acres	$ 490.00	$ 490.00
Grading and Clearing Permit Fees are waived for applicants representing Home Owner's Associations proposing maintenance activities in drainage easements.		
Public Improvement Permit Fees		
Construction Plan Review		
Base Fee	$ 1,065.00	$ 1,065.00
Water, per 100 linear foot of main	$ 8.52	$ 8.52
Wastewater, per 100 linear foot of main	$ 12.78	$ 12.78
Street and Drainage, per 100 linear foot of street	$ 8.52	$ 8.52
Drainage, per 100 linear feet of street + 100 linear feet of off-street facility	$ 12.78	$ 12.78
Wastewater Lift Station		$ 2,130.00
OR		
Actual Cost of third party plan review	Actual	Actual
Construction Inspection		
Base Fee	$ 3,386.40	$ 3,386.40
Water, per 100 linear foot of main	$ 67.73	$ 67.73
Wastewater, per 100 linear foot of main	$ 84.66	$ 84.66
Street and Drainage, per 100 linear foot of street	$ 67.73	$ 67.73
Drainage, per 100 linear feet of street + 100 linear feet of off-street facility	$ 84.66	$ 84.66
Wastewater Lift Station		$ 5,079.60
OR		
Actual Cost of third party inspection	Actual	Actual

City of Schertz
Schedule of Fees

Drainage Fees	2023-24	2024-25
Charge Per Residence	$ 5.20	$ 5.20
Commercial, per LUE	$ 5.20	$ 5.20
Floodplain Permit, New Residential Structure	$ 50.00	$ 50.00
Floodplain Permit, New Commercial Structure	$ 150.00	$ 150.00

City of Schertz
Schedule of Fees

Public Works - Streets	2023-24	2024-25
Chipping charges, per half hour	$ 40.00	$ 40.00

Garbage Collection Fees	2023-24	2024-25
Residential:		
Zone I: Once a week pick up		
One 96 gallon cart provided by franchisee, per month	$ 12.41	$ 12.41
Residents requesets 2 carts total:	$ 18.59	$ 18.59
Resident requests 3 carts total:	$ 24.80	$ 24.80
Resident requests 4 carts total:	$ 30.99	$ 30.99
Recycling Fee, per month/container	$ 2.05	$ 2.05
Zone 2: Single Family, twice per week pick up, per month, no cart provided	$ 12.41	$ 12.41
Recycling Fee, per month/container	$ 2.05	$ 2.05
Front Porch Pick Up	$ 18.11	$ 18.11
Recycling Fee, per month/container	$ 2.05	$ 2.05
Special Pickup:		
Move Ins, Special Tree Trimmings, oversize materials, & similar circumstances; minimum	$ 17.29	$ 17.29
Class II: Mobile Home Parks (Mobile Home Parks (2 or more mobile homes) (based on number in park on the 15th day of the month), per unit/monthly	$ 9.90	$ 9.90
Class III: Apartments per unit/monthly	$ 9.90	$ 9.90
Class IV: Motels per unit/monthly	$ 4.37	$ 4.37
2. Commercial		
Class V: Offices, barber shops and Professional services, per month	$ 15.70	$ 15.70
Class VI: Light retail, wholesale, commercial or industrial, 2000 to 4000 square feet and excluding large grocery stores, etc., per month	$ 27.08	$ 27.08
Class VII: Medium retail, wholesale commercial or industrial (2000 to 4000 square feet and exclude large grocery store, etc.), per month	$ 39.34	$ 39.34
2 Cart, 1 pickup per week	$ 40.61	$ 40.61

City of Schertz
Schedule of Fees

Garbage Collection Fees	2023-24	2024-25
Class VIII: Heavy Volume retail wholesale, commercial, or industrial (placement determined by a time and cost study of refuse generation and collection. The categories in this class usually require hand loading from rooms or pens and would not apply when commercial containers are used.)		
A. Two weekly pickups of 1.5 cubic yard containers, excluding large grocery, furniture or department stores, per month	$ 69.89	$ 69.89
B. Two weekly pickups of 3 cu. Yard containers, excluding large grocery, furniture or department stores, etc., per month	$ 139.77	$ 139.77
C. Three weekly pickups of 3 cu. Yard containers, excluding large grocery, furniture or department stores, etc., per month	$ 218.41	$ 218.41
D. Four weekly pickups of 4 cu. Yard containers, including large grocery, furniture or department stores, etc., per month	$ 262.05	$ 262.05
E. Five weekly pickups of 4 cu. Yard containers, including large grocery, furniture or department stores, etc., per month	$ 349.42	$ 349.42
F. Six weekly pickups of 4 cu. Yard containers, including large grocery, furniture or department stores, etc., per month	$ 436.84	$ 436.84
G. Customer requiring more than four (4) cu. Yds each pickup would be charged per cu. Yds. Collected., per yard	$ 4.84	$ 4.84

City of Schertz
Schedule of Fees

Garbage Collection Fees	2023-24	2024-25

3. Commercial Containers.

CONTRACTOR will provide commercial containers to those customers who desire to use them in lieu of garbage cans. The use of such CONTRACTOR provided containers is required by this contract. Rates for containers and pickup will be based on the following table:

Container Size:	**Frequency of Pickup**					
2017-18 through 2021-22	**1**	**2**	**3**	**4**	**5**	**6**
2 cu. Yard	$ 59.45	$ 101.23	$ 122.28	$ 139.79	$ 157.26	$ 174.72
3 cu. Yard	$ 71.65	$ 129.26	$ 178.23	$ 204.38	$ 230.63	$ 256.82
4 cu. Yard	$ 89.06	$ 153.79	$ 209.65	$ 253.32	$ 297.04	$ 340.71
6 cu. Yard	$ 125.84	$ 209.65	$ 288.30	$ 366.95	$ 445.49	$ 524.14
8 cu. Yard	$ 148.53	$ 270.81	$ 375.60	$ 480.46	$ 586.04	$ 690.14
10 cu. Yard	$ 171.19	$ 314.45	$ 445.49	$ 559.12	$ 672.64	$ 786.19

Commercial Recycle Hauling Permit	$2,500.00	$2,500.00

City of Schertz
Schedule of Fees

Garbage Collection Fees	2023-24	2024-25
4. Roll-Off Rates Per Pull Open Top Containers - Dry Material		
20 cu. Yard	$ 323.20	$ 323.20
30 cu. Yard	$ 384.34	$ 384.34
40 cu. Yard	$ 445.49	$ 445.49
Roll-off Rental (no pulls within billing cycle) per container per month	$ 133.65	$ 133.65
Collection and Disposal of Municipal Wastes		
5. Wet Material Rates on Compactor containers or open top containers with wet material must be negotiated with customers at the time they are needed. This type of waste must be hauled to a Type I landfill which generally has a higher disposal rate attached to it.		
Roll-off Container Delivery Charge per container	$ 38.95	$ 38.95
Roll-off Relocation or Trip Charge per container	$ 38.95	$ 38.95
2 cu. Yard compactor, per month (2 services per week)	$ 230.27	$ 230.27
Extra pick ups (2 yard compactor), each	$ 87.31	$ 87.31
4 cu. Yard compactor, per month (2 services per week)	$ 474.39	$ 474.39
30 cu yard Compactor, per pull	$ 585.30	$ 585.30
40 cu yard Compactor, per pull	$ 695.37	$ 695.37
30 cu yard Open-top (Recycle), per pull	$ 218.27	$ 218.27
Front-Load container extra pick-up charges		
2 cu yard	$ 29.70	$ 29.70
3 cu yard	$ 37.12	$ 37.12
4 cu yard	$ 44.56	$ 44.56
6 cu yard	$ 51.98	$ 51.98
8 cu yard	$ 59.41	$ 59.41
10 cu yard	$ 66.82	$ 66.82
OVER WEIGHT CHARGE	$ 29.79	$ 29.79

To address non standard requests, the solid waste contractor can negotiate a fee with the customer requesting the service. The City will collect 15% of the negotiated fee per the franchise agreement.

City of Schertz
Schedule of Fees

Utility Billing	2023-24	2024-25
Water & Wastewater Deposit		
In City	$ 125.00	$ 125.00
In City, with no water service	$ 75.00	$ 75.00
Out of City	$ 150.00	$ 150.00
Commercial	$ 100.00	$ 100.00
or 2.5 times estimated monthly billing	2.5x	2.5x
Disconnect Fee	$ 20.00	$ 20.00
Extension Fee	$ 5.00	$ 5.00
2 free extensions		
Transfer Fee	$ 10.00	$ 10.00
Garbage Deposit		
Residential	$ 25.00	$ 25.00
Commercial	$ 100.00	$ 100.00
or 2 1/2 times estimated monthly billing	2.5x	2.5x
Meter Flow Test		
After Hours Disconnect/Reconnect	$ 50.00	$ 50.00
City Field Test	$ 10.00	$ 10.00
City Meter Bench Flow Test	$ 25.00	$ 25.00
Schertz Seguin Water Customers	$ 4.00	$ 4.00
Non-Schertz Seguin Customer	$ 15.00	$ 15.00
Extended Absence Charge	$ 10.00	$ 10.00
Re-Installation Fee, per hour	$ 50.00	$ 50.00
Fire Hydrant Fee		
Deposit	$ 200.00	$ 200.00
Service Fee	$ 50.00	$ 50.00

City of Schertz
Schedule of Fees

Public Works	2023-24	2024-25
Permit Fees - All Right of Way Permits	$ 25.00	$ 25.00
Fire Line Type Nos. 1 and 2 - (non-metered), in City per year		
4-inch service line connection or smaller	$ 175.00	$ 175.00
6 inch	$ 235.00	$ 235.00
8 inch	$ 290.00	$ 290.00
10 inch	$ 340.00	$ 340.00
12 inch	$ 405.00	$ 405.00
Fire Line - (non-metered), Outside City per year		
4-inch service line connection or smaller	$ 225.00	$ 225.00
6 inch	$ 305.00	$ 305.00
8 inch	$ 375.00	$ 375.00
10 inch	$ 440.00	$ 440.00
12 inch	$ 525.00	$ 525.00
Meter Installation Fees - Inside the City		
Meter Size		
5/8" X 3/4"	$ 330.00	$ 330.00
3/4" X 3/4"	$ 345.00	$ 345.00
1" X 1"	$ 450.00	$ 450.00
2" X 2"	$1,940.00	$1,940.00
*2" turbine	Cost + Labor	ost + Labor
*3" or larger	Cost + Labor	ost + Labor

City of Schertz
Schedule of Fees

Public Works	2023-24	2024-25
Meter Installation Fees - Outside the City		
Meter Size		
5/8" X 3/4"	$ 340.00	$ 340.00
3/4" X 3/4"	$ 355.00	$ 355.00
1" X 1"	$ 460.00	$ 460.00
2" X 2"	$1,950.00	$1,950.00
*2" turbine	Cost + Labor	ost + Labor
*3" or larger	Cost + Labor	ost + Labor
Fire Hydrant Meter for Construction		
Deposit (refundable)	$ 200.00	$ 200.00
Service Charge	$ 50.00	$ 50.00
Bulk Water Sales - 10 Commercial Place		
Deposit (refundable)	$ -	$ 90.00
Service Charge	$ -	$ 50.00
Base Monthly fee - initial 10,000 gallons	$ -	$ 127.67
Usage fee - per thousand gallon after initial	$ 9.98	$ 10.18
Wholesale Water Distribution Rate		
Base Rate, per month		
3 Inch Meter	$ 472.92	$ 482.38
4 Inch Meter	$ 827.62	$ 844.17
6 Inch Meter	$1,812.88	$1,849.14
8 Inch Meter	$3,153.60	$3,216.67
10 Inch Meter	$4,927.50	$5,026.05
12 Inch Meter	$6,504.30	$6,634.39
Available by agreement to distributors with a self-maintained water distribution service, Military Bases, and for temporary use until reuse water is made available in a particular area.		
Network Nodes		
Application	$ 500.00	$ 500.00
Additional for each node over 5 on the application (up to 30)	$ 100.00	$ 100.00
Annual Public Right of Way	$ 250.00	$ 250.00
Node Support Pole Application Fee	$1,000.00	$1,000.00
Collection Fee for Network Nodes on City Service Poles, per pole, per	$ 20.00	$ 20.00
Transport Facilities		
Application	$ 500.00	$ 500.00
Additional for each node over 5 on the application (up to 30)	$ 100.00	$ 100.00
Rental Fee for Transport Facilities, per device per month	$ 28.00	$ 28.00
Annual Public Right of Way Fee	$ 250.00	$ 250.00
Permit Fees will be due at the time of the permit submission. Permit will not be accepted if the permit fee is not attached. Other fees will be assessed at the time of permit approval		

City of Schertz
Schedule of Fees

Capital Recovery Impact Fees				2023-24	2024-25
Meter Size	Meter Type	LUEs Water (NEW)	LUEs Water		
5/8"	MULTI-JET	1.00	1.0	$ 2,934.00	$ 2,934.00
3/4"	MULTI-JET	1.34	1.5	$ 4,401.00	$ 4,401.00
1"	MULTI-JET	2.00	2.5	$ 7,335.00	$ 7,335.00
2"	ULTRASONIC	16.67	10.0	$ 29,340.00	$ 29,340.00
3"	ULTRASONIC	33.34	24.0	$ 70,416.00	$ 70,416.00
4"	ULTRASONIC	66.67	42.0	$ 123,228.00	$ 123,228.00
6"	ULTRASONIC	106.67	92.0	$ 269,928.00	$ 269,928.00
8"	ULTRASONIC	186.67	80.0	$ 234,720.00	$ 234,720.00
10"	ULTRASONIC	366.67	250.0	$ 733,500.00	$ 733,500.00
12"	ULTRASONIC	366.67	330.0	$ 968,220.00	$ 968,220.00
SEWER COLLECTION IMPACT FEE					
*Collection Impact Fee Per Living Unit Equivalent (LUE)				$ 1,668.00	$ 1,668.00
*Sewer based on LUE: LUE = 245 gallons per day					
These are only City of Schertz impact fees.					
Other Utility Impact Fees					
Cibolo Creek Municipal Authority (CCMA)					
South Basin Impact Fee Per LUE:				$ 2,200.00	$ 2,200.00
North Basin Impact Fee Per LUE:				$ 2,300.00	$ 2,300.00
*Sewer based on LUE: LUE = 155 gallons per day					
These are only CCMA impact fees.					
Schertz Seguin Local Government Corporation (SSLGC)					
Meter Size	Meter Type				
5/8"	SIMPLE		1.0	$ 1,607.24	$ 1,607.24
3/4"	SIMPLE		1.5	$ 2,410.86	$ 2,410.86
1"	SIMPLE		2.5	$ 4,018.10	$ 4,018.10
1.5"	SIMPLE		5.0	$ 8,036.20	$ 8,036.20
2"	SIMPLE		8.0	$ 12,857.92	$ 12,857.92
2"	COMPOUND		8.0	$ 12,857.92	$ 12,857.92
2"	TURBINE		10.0	$ 16,072.40	$ 16,072.40
3"	COMPOUND		16.0	$ 25,715.84	$ 25,715.84
3"	TURBINE		24.0	$ 38,573.76	$ 38,573.76
4"	COMPOUND		25.0	$ 40,181.00	$ 40,181.00
4"	TURBINE		42.0	$ 67,504.08	$ 67,504.08
6"	COMPOUND		50.0	$ 80,362.00	$ 80,362.00
6"	TURBINE		92.0	$ 147,866.08	$ 147,866.08
8"	COMPOUND		80.0	$ 128,579.20	$ 128,579.20
9"	TURBINE		160.0	$ 257,158.40	$ 257,158.40
10"	COMPOUND		115.0	$ 184,832.60	$ 184,832.60
10"	TURBINE		250.0	$ 401,810.00	$ 401,810.00
12"	TURBINE		330.0	$ 530,389.20	$ 530,389.20
ROADWAY IMAPACT FEE					
Residential Home through 3/26/2021				$ 2,696.00	$ 2,696.00
Residential Home between 3/27/2021 and 3/26/2022				$ 3,033.00	$ 3,033.00
Residential Home after 3/26/2022				$ 3,370.00	$ 3,370.00
Nonresidential through 3/26/2021, per service unit*				$ 100.00	$ 100.00
Nonresidential after 3/26/2021, per service unit*				$ 175.00	$ 175.00

*The number of service units are based on the use of the property. A fee calculator is available on the City Website under the Engineering page

City of Schertz
Schedule of Fees

Sewer Rates	2023-24	2024-25
Residential Rates (Single Family)		
Base Rate-per month	15.46	$ 15.92
Per 1,000 gal Charge, Per Month		
City line Maintenance fee plus Franchise fee	0.88	$ 0.91
User Charge based on 100% of avg consumption mo.	4.21	$ 4.34
User avg. based on Nov, Dec, and Jan, min. 500 gals.		
Per 1,000 gal charge Total- 12,000 gallons or less	5.09	$ 5.24
greater than 12,000 gallons	11.67	$ 12.02
Business and Multi-family Dwelling Units:		
Base Rate per month	19.45	$ 20.03
The base rate shall be assessed in terms of connection equivalents which shall be as follows: the customer's previous 12 month water consumption as determined at the annual re-rating in February divided by 365, with the results of such division then divided by 245 gallons. The figure arrived at by the second division shall be the customer's "connection equivalent". Each business shall be assessed a base rate.		
Per 1,000 gal Charge, Per Month		
Line Maintenance-Commercial/Industrial users plus Franchise fee		
User Charge-based on 100% of water consumed		
Per 1,000 gal charge Total- 12,000 gallons or less	5.21	$ 5.37
greater than 12,000 gallons	11.67	$ 12.02
YMCA		
Per 1,000 gal Charge, Per Month	3.43	$ 3.53

City of Schertz
Schedule of Fees

Public Works - Water Rates Residential	2023-24	2024-25
GALLONS SOLD BY METER SIZE (RESIDENTIAL & SMALL COMMERCIAL)		

Base Monthly Fee, based on meter size

5/8 IN		$ 26.36	$ 26.89
3/4 IN		$ 39.50	$ 40.29
1.0 IN		$ 65.85	$ 67.17
2 IN		$ 263.43	$ 268.70
3 IN		$ 632.25	$ 644.90
4 IN		$ 1,106.42	$ 1,128.55
6 IN		$ 2,423.60	$ 2,472.07
8 IN		$ 4,257.74	$ 4,342.89
10 IN		$ 6,652.70	$ 6,785.75
12 IN		$ 8,781.58	$ 8,957.21

Usage Fee, rate per 1,000 gallons

-	6,000	$ 3.25	$ 3.32
6,001	12,000	$ 3.64	$ 3.71
12,001	18,000	$ 4.26	$ 4.35
18,001	30,000	$ 5.20	$ 5.30
30,001	Above	$ 6.61	$ 6.74

City of Schertz
Schedule of Fees

Public Works - Water Rates Residential	2023-24	2024-25
GALLONS SOLD BY METER SIZE (LARGE COMMERCIAL)		
Base Monthly Fee, based on meter size		
5/8 IN	$ 26.36	$ 26.89
3/4 IN	$ 39.50	$ 40.29
1.0 IN	$ 65.85	$ 67.17
2IN	$ 263.43	$ 268.70
3 IN	$ 632.25	$ 644.90
4 IN	$ 1,106.42	$ 1,128.55
6 IN	$ 2,423.60	$ 2,472.07
8 IN	$ 4,257.74	$ 4,342.89
10 IN	$ 6,652.70	$ 6,785.75
12 IN	$ 8,781.58	$ 8,957.21
Usage Fee, rate per 1,000 gallons		
- 18,000	$ 3.25	$ 3.32
18,001 36,000	$ 3.64	$ 3.71
36,001 54,000	$ 4.26	$ 4.35
54,001 90,000	$ 5.20	$ 5.30
90,001 Above	$ 6.61	$ 6.74
Fire Hydrant Meter		
Base Monthly Fee	$ 125.17	$ 127.67
Usage Fee, per 1,000 gals	$ 9.98	$ 10.18
Cibolo Wholesale Water Rate	$ 3.34	$ 3.41

City of Schertz
Schedule of Fees

Drought Contingency Surcharges	2023-24	2024-25
For the first 1,000 gallons over allocation*	$ 2.00	$ 2.00
For the second 1,000 gallons over allocation*	$ 3.00	$ 3.00
For the third 1,000 gallons over allocation*	$ 4.00	$ 4.00
For each additional 1,000 gallons over allocation*	$ 5.00	$ 5.00
Drought Contingency Violation Fines, up to	$ 200.00	$ 200.00

*Refer to the Conservation Ordinance for all allocations

CITY OF SCHERTZ
WATER/WASTEWATER COST OF SERVICE MODEL

Water Summary
***Scen:* 2023 08 15 -- Scenario 1 -- Status Quo**

1 Water Monthly Rates and Charges

CITY Water Rate and Charges

W1 Res. and Small Comm. INSIDE

Monthly Minimum Charge

		Current	Effective Oct-23	Effective Oct-24	Effective Oct-25	Effective Oct-26	Effective Oct-27
-	5/8"	$ 25.84	$ 26.36	$ 26.88	$ 27.42	$ 27.97	$ 28.53
-	3/4"	38.73	39.50	40.29	41.10	41.92	42.76
-	1"	64.56	65.85	67.17	68.51	69.88	71.28
-	1 1/2"	129.14	131.72	134.36	137.04	139.79	142.58
compound	2"	206.62	210.75	214.97	219.27	223.65	228.13
turbine	2"	258.26	263.43	268.69	274.07	279.55	285.14
compound	3"	413.23	421.49	429.92	438.52	447.29	456.24
turbine	3"	619.85	632.25	644.89	657.79	670.95	684.36
compound	4"	645.68	658.59	671.77	685.20	698.90	712.88
turbine	4"	1,084.73	1,106.42	1,128.55	1,151.12	1,174.15	1,197.63
compound	6"	1,291.35	1,317.18	1,343.52	1,370.39	1,397.80	1,425.75
turbine	6"	2,376.08	2,423.60	2,472.07	2,521.52	2,571.95	2,623.38
compound	8"	2,087.13	2,128.87	2,171.45	2,214.88	2,259.18	2,304.36
turbine	8"	4,174.25	4,257.74	4,342.89	4,429.75	4,518.34	4,608.71
compound	10"	3,000.24	3,060.24	3,121.45	3,183.88	3,247.56	3,312.51
turbine	10"	6,522.25	6,652.70	6,785.75	6,921.46	7,059.89	7,201.09
turbine	12"	8,609.39	8,781.58	8,957.21	9,136.35	9,319.08	9,505.46

Volume Rate/1,000 Gal

-	6,000	3.19	3.25	3.32	3.39	3.45	3.52
6,001	12,000	3.57	3.64	3.71	3.79	3.86	3.94
12,001	18,000	4.18	4.26	4.35	4.44	4.52	4.62
18,001	30,000	5.10	5.20	5.31	5.41	5.52	5.63
30,001	Above	6.48	6.61	6.74	6.88	7.01	7.15

W2 Res. and Small Comm. OUTSIDE

Monthly Minimum Charge

-	5/8"	$ 25.84	$ 26.36	$ 26.88	$ 27.42	$ 27.97	$ 28.53
-	3/4"	38.73	39.50	40.29	41.10	41.92	42.76
-	1"	64.56	65.85	67.17	68.51	69.88	71.28
-	1 1/2"	129.14	131.72	134.36	137.04	139.79	142.58
compound	2"	206.62	210.75	214.97	219.27	223.65	228.13
turbine	2"	258.26	263.43	268.69	274.07	279.55	285.14
compound	3"	413.23	421.49	429.92	438.52	447.29	456.24
turbine	3"	619.85	632.25	644.89	657.79	670.95	684.36
compound	4"	645.68	658.59	671.77	685.20	698.90	712.88
turbine	4"	1,084.73	1,106.42	1,128.55	1,151.12	1,174.15	1,197.63
compound	6"	1,291.35	1,317.18	1,343.52	1,370.39	1,397.80	1,425.75
turbine	6"	2,376.08	2,423.60	2,472.07	2,521.52	2,571.95	2,623.38
compound	8"	2,087.13	2,128.87	2,171.45	2,214.88	2,259.18	2,304.36
turbine	8"	4,174.25	4,257.74	4,342.89	4,429.75	4,518.34	4,608.71
compound	10"	3,000.24	3,060.24	3,121.45	3,183.88	3,247.56	3,312.51
turbine	10"	6,522.25	6,652.70	6,785.75	6,921.46	7,059.89	7,201.09
turbine	12"	8,609.39	8,781.58	8,957.21	9,136.35	9,319.08	9,505.46

Volume Rate/1,000 Gal

-	6,000	3.19	3.25	3.32	3.39	3.45	3.52
6,001	12,000	3.57	3.64	3.71	3.79	3.86	3.94
12,001	18,000	4.18	4.26	4.35	4.44	4.52	4.62
18,001	30,000	5.10	5.20	5.31	5.41	5.52	5.63
30,001	Above	6.48	6.61	6.74	6.88	7.01	7.15

CITY OF SCHERTZ
WATER/WASTEWATER COST OF SERVICE MODEL

Water Summary
***Scen:* 2023 08 15 -- Scenario 1 -- Status Quo**

W3 Large Commercial INSIDE

Monthly Minimum Charge

			Current	Effective Oct-23	Effective Oct-24	Effective Oct-25	Effective Oct-26	Effective Oct-27
-	5/8"	$	25.84	$ 26.36	$ 26.88	$ 27.42	$ 27.97	$ 28.53
-	3/4"		38.73	39.50	40.29	41.10	41.92	42.76
-	1"		64.56	65.85	67.17	68.51	69.88	71.28
-	1 1/2"		129.14	131.72	134.36	137.04	139.79	142.58
compound	2"		206.62	210.75	214.97	219.27	223.65	228.13
turbine	2"		258.26	263.43	268.69	274.07	279.55	285.14
compound	3"		413.23	421.49	429.92	438.52	447.29	456.24
turbine	3"		619.85	632.25	644.89	657.79	670.95	684.36
compound	4"		645.68	658.59	671.77	685.20	698.90	712.88
turbine	4"		1,084.73	1,106.42	1,128.55	1,151.12	1,174.15	1,197.63
compound	6"		1,291.35	1,317.18	1,343.52	1,370.39	1,397.80	1,425.75
turbine	6"		2,376.08	2,423.60	2,472.07	2,521.52	2,571.95	2,623.38
compound	8"		2,087.13	2,128.87	2,171.45	2,214.88	2,259.18	2,304.36
turbine	8"		4,174.25	4,257.74	4,342.89	4,429.75	4,518.34	4,608.71
compound	10"		3,000.24	3,060.24	3,121.45	3,183.88	3,247.56	3,312.51
turbine	10"		6,522.25	6,652.70	6,785.75	6,921.46	7,059.89	7,201.09
turbine	12"		8,609.39	8,781.58	8,957.21	9,136.35	9,319.08	9,505.46

Volume Rate/1,000 Gal

		Current	Effective Oct-23	Effective Oct-24	Effective Oct-25	Effective Oct-26	Effective Oct-27
-	18,000	3.19	3.25	3.32	3.39	3.45	3.52
18,001	36,000	3.57	3.64	3.71	3.79	3.86	3.94
36,001	54,000	4.18	4.26	4.35	4.44	4.52	4.62
54,001	90,000	5.10	5.20	5.31	5.41	5.52	5.63
90,001	Above	6.48	6.61	6.74	6.88	7.01	7.15

W4 Large Commercial OUTSIDE

Monthly Minimum Charge

			Current	Effective Oct-23	Effective Oct-24	Effective Oct-25	Effective Oct-26	Effective Oct-27
-	5/8"	$	25.84	$ 26.36	$ 26.88	$ 27.42	$ 27.97	$ 28.53
-	3/4"		38.73	39.50	40.29	41.10	41.92	42.76
-	1"		64.56	65.85	67.17	68.51	69.88	71.28
-	1 1/2"		129.14	131.72	134.36	137.04	139.79	142.58
compound	2"		206.62	210.75	214.97	219.27	223.65	228.13
turbine	2"		258.26	263.43	268.69	274.07	279.55	285.14
compound	3"		413.23	421.49	429.92	438.52	447.29	456.24
turbine	3"		619.85	632.25	644.89	657.79	670.95	684.36
compound	4"		645.68	658.59	671.77	685.20	698.90	712.88
turbine	4"		1,084.73	1,106.42	1,128.55	1,151.12	1,174.15	1,197.63
compound	6"		1,291.35	1,317.18	1,343.52	1,370.39	1,397.80	1,425.75
turbine	6"		2,376.08	2,423.60	2,472.07	2,521.52	2,571.95	2,623.38
compound	8"		2,087.13	2,128.87	2,171.45	2,214.88	2,259.18	2,304.36
turbine	8"		4,174.25	4,257.74	4,342.89	4,429.75	4,518.34	4,608.71
compound	10"		3,000.24	3,060.24	3,121.45	3,183.88	3,247.56	3,312.51
turbine	10"		6,522.25	6,652.70	6,785.75	6,921.46	7,059.89	7,201.09
turbine	12"		8,609.39	8,781.58	8,957.21	9,136.35	9,319.08	9,505.46

Volume Rate/1,000 Gal

		Current	Effective Oct-23	Effective Oct-24	Effective Oct-25	Effective Oct-26	Effective Oct-27
-	18,000	3.19	3.25	3.32	3.39	3.45	3.52
18,001	36,000	3.57	3.64	3.71	3.79	3.86	3.94
36,001	54,000	4.18	4.26	4.35	4.44	4.52	4.62
54,001	90,000	5.10	5.20	5.31	5.41	5.52	5.63
90,001	Above	6.48	6.61	6.74	6.88	7.01	7.15

CITY OF SCHERTZ
WATER/WASTEWATER COST OF SERVICE MODEL

Water Summary
***Scen:* 2023 08 15 -- Scenario 1 -- Status Quo**

		Current	Effective Oct-23	Effective Oct-24	Effective Oct-25	Effective Oct-26	Effective Oct-27
W5 FH Meter Volume Rate INSIDE							
Monthly Minimum Charge		$ 122.72	$ 125.17	$ 127.68	$ 130.23	$ 132.84	$ 135.49
Volume Rate/1,000 Gal							
-	Above	9.43	9.62	9.81	10.01	10.21	10.41
W6 FH Meter Volume rate OUTSIDE							
Monthly Minimum Charge		$ 122.72	$ 125.17	$ 127.68	$ 130.23	$ 132.84	$ 135.49
Volume Rate/1,000 Gal							
-	Above	9.43	9.62	9.81	10.01	10.21	10.41
W7 Cibolo Wholesale							
Volume Rate/1,000 Gal							
-	Above	3.27	3.34	3.40	3.47	3.54	3.61

CITY OF SCHERTZ
WATER/WASTEWATER COST OF SERVICE MODEL

Water Summary
***Scen:* 2023 08 15 -- Scenario 1 -- Status Quo**

			Current	Effective Oct-23	Effective Oct-24	Effective Oct-25	Effective Oct-26	Effective Oct-27
2	**Wastewater Monthly Rates and Charges**							
	Residential							
	Monthly Minimum Charge							
	All meter sizes		$ 15.01	$ 15.46	$ 15.92	$ 16.40	$ 17.06	$ 17.74
	Volume Rate/1,000 Gal							
	-	12,000	4.94	5.09	5.24	5.40	5.61	5.84
	12,001	Above	11.33	11.67	12.02	12.38	12.88	13.39
	Business/MF							
	Monthly Minimum Charge							
	All meter sizes		18.88	19.45	20.03	20.63	21.46	22.31
	Volume Rate/1,000 Gal							
	-	12,000	5.06	5.21	5.37	5.53	5.75	5.98
	12,001	Above	11.33	11.67	12.02	12.38	12.88	13.39
	YMCA							
	Monthly Minimum Charge							
	All meter sizes		-	-	-	-	-	-
	Volume Rate/1,000 Gal							
	-	Above	3.33	3.43	3.53	3.64	3.78	3.94

Agenda No. 23.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**July 16, 2024**
Department:	**Engineering**
Subject:	**Street Preservation and Maintenance Workshop (B.James/L. Busch/K. Woodlee/J. Nowak)**

BACKGROUND

Workshop presentation by City Staff outlining the CIty's pavement preservation efforts (SPAM) and street maintenance efforts. The presentation will also demonstrate the map "dashboards" for SPAM and street maintenance.

Attachments

Streets Workshop Presentation

SCHERTZ STREET PRESERVATION AND MAINTENANCE



July 16, City Council Workshop

Larry Busch|Public Works Director

John Nowak, P.E.|Assistant City Engineer

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PAVEMENT DISTRESSES





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PAVEMENT DISTRESSES



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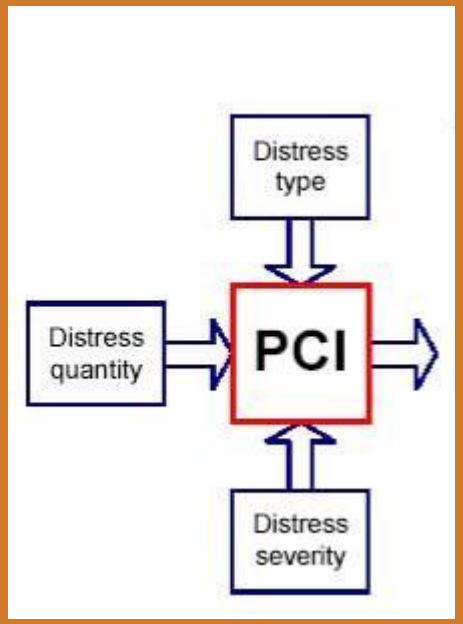
PAVEMENT DISTRESSES

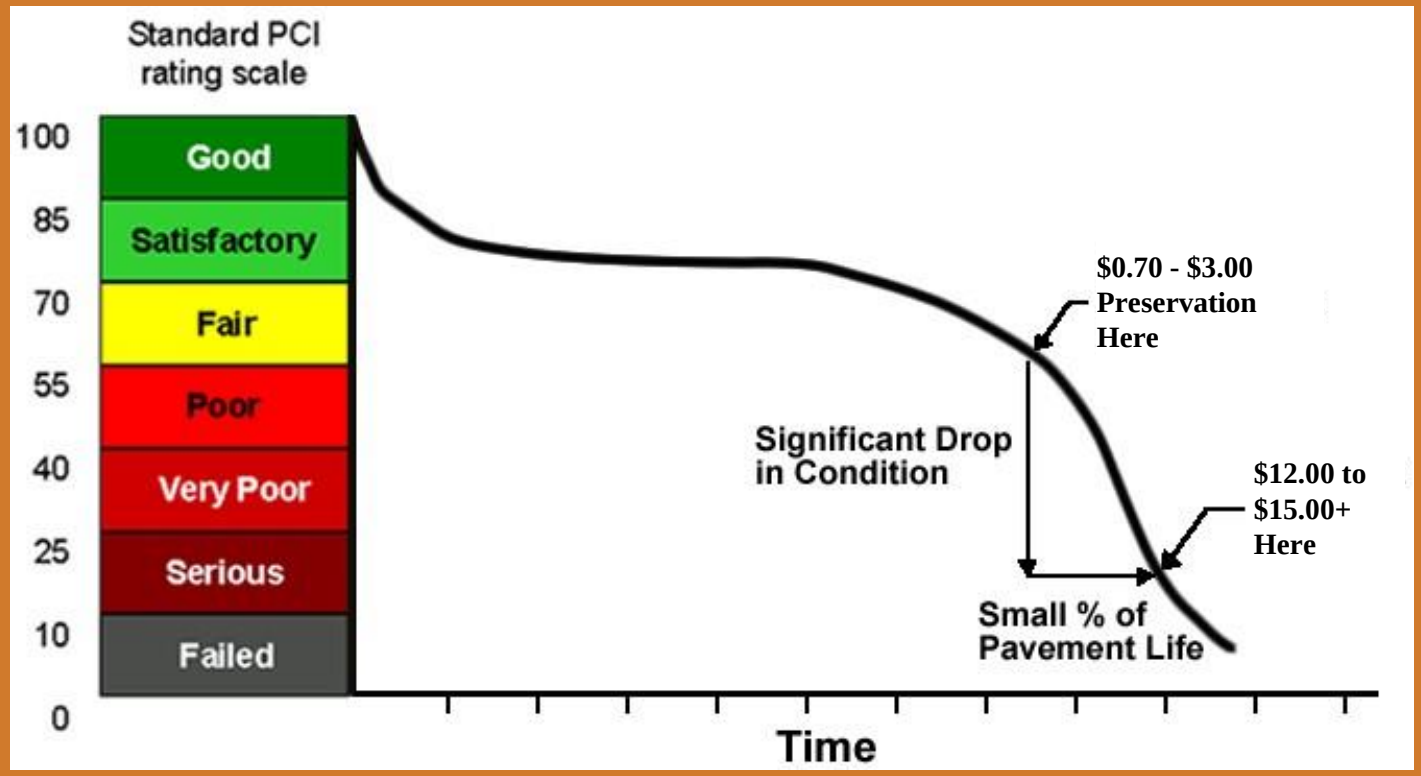


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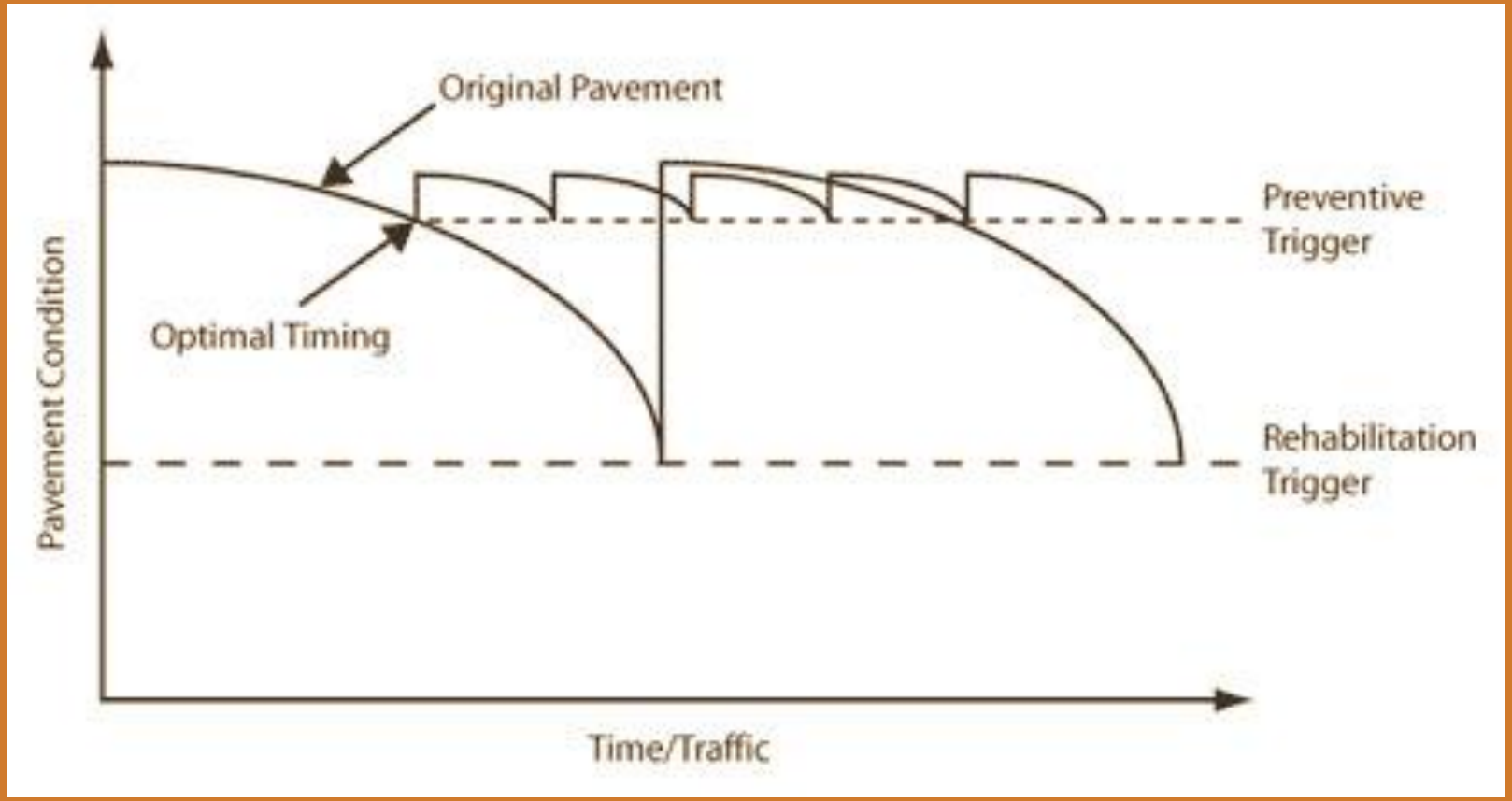
PAVEMENT DISTRESSES




Distress type
Distress quantity
PCI
Distress severity


Standard PCI rating scale
100
85
70
55
40
25
10
0
Good
Satisfactory
Fair
Poor
Very Poor
Serious
Failed
$0.70 - $3.00 Preservation Here
Significant Drop in Condition
$12.00 to $15.00+ Here
Small % of Pavement Life
Time

PAVEMENT PRESERVATION



Goal is to do preservation treatment earlier and at regular intervals rather than let streets fully deteriorate and require reconstruction

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STREET SURFACE TREATMENTS



Slurry Seal/
Micropaving



Mill and Overlay

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STREET SURFACE TREATMENTS



Chip Seal



Rehabiliatation

SELECTION OF PRESERVATION TREATMENT

Surface Seal (Slurry Seal or Chip Seal)

- Lower volume roadways (local streets)
- Roadways with fewer turning movements

Mill and Overlay/Micropaving

- Used where surface seal will not last the expected service life
- Higher volume roadways (arterials and some collectors)
- Roadways with many turning movements

Other Strategies

- Rehabilitation, reconstruction, or other as dictated by the amount of base repairs needed and/or geotechnical investigation

HOW DO WE SELECT PROJECTS?

PCI Score

- Objective measure
- Look for “cluster” of streets for economies of scale and to complete a neighborhood in a single project

Coordination With Other Project Efforts

- Utility replacements, drainage improvements, etc.

Citizen and Staff Knowledge and Observations

Budget Constraints

2024 PROJECTS*

Resurfacing

- Schertz Parkway, Woodland Oaks to IH-35
- Aranda Lane
- Inglewood Drive
- Columbia Drive, Covers Cove to Country Club Blvd
- Schertz Forest Subdivision; Kensington Ranch Subdivision; Savannah Bluff Subdivision; Mobile Villa Estates Subdivision; Fairhaven Subdivision; and The Ridge at Scenic Hills Subdivision

Rehabiliation

- Maple Drive; some streets in Silvertree Subdivision; Segments in Schertz Forest; and St Andrews Drive

Buffalo Valley South Utility Replacement and Rehabilitation

Lookout Road Reconstruction

*Subject to change based on available budget (projects shown on CIP Dashboard)

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Streets Maintenance Dashboard



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Streets Maintenance Examples: Pothole Patches



Pothole Patch:
Semi-permanent repair to areas equal to or less than one square yard. Done with cold-patch asphalt material.

Pothole Repair:
Permanent repair to areas equal to or less than one square yard. Done by square cutting area, cleaning and application of hot-patch asphalt.

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Streets Maintenance Examples: Concrete & Other Repairs





Concrete curb and sidewalk repairs.

Rail painting and tree removal.







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Streets Maintenance Examples: Street Issues



Before

2525 Pillory Pointe



After

Streets Maintenance Examples: Street Issues



Before

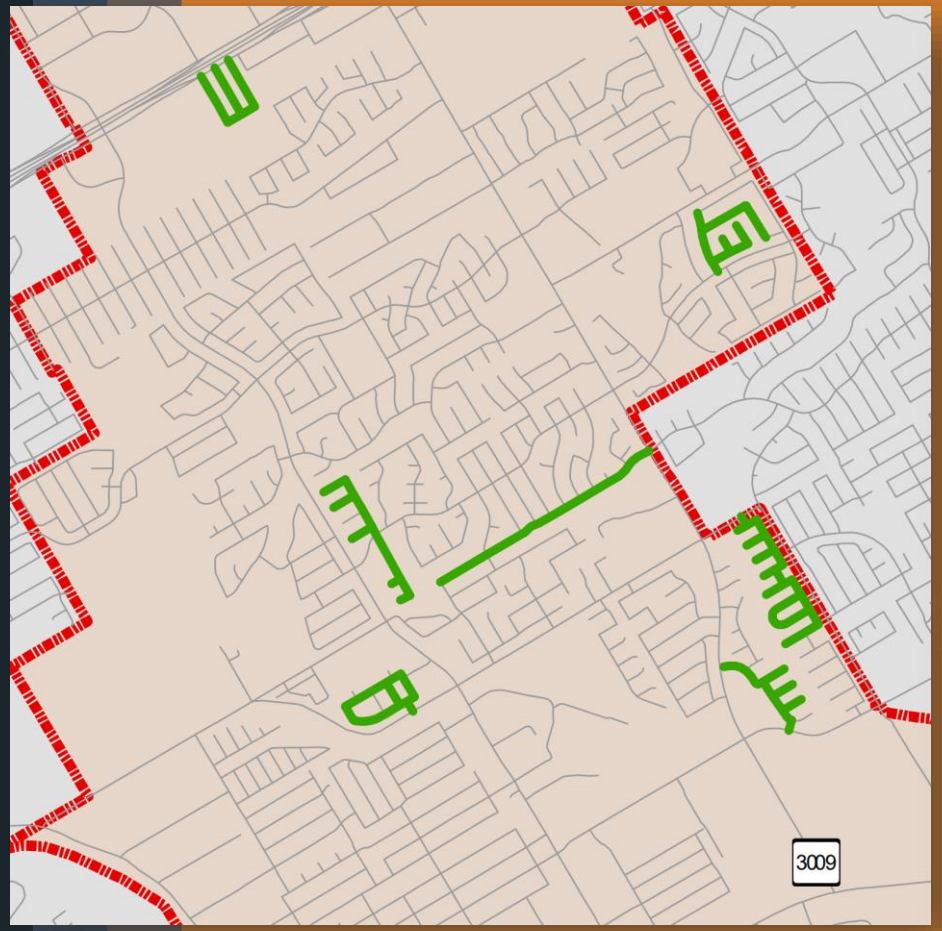


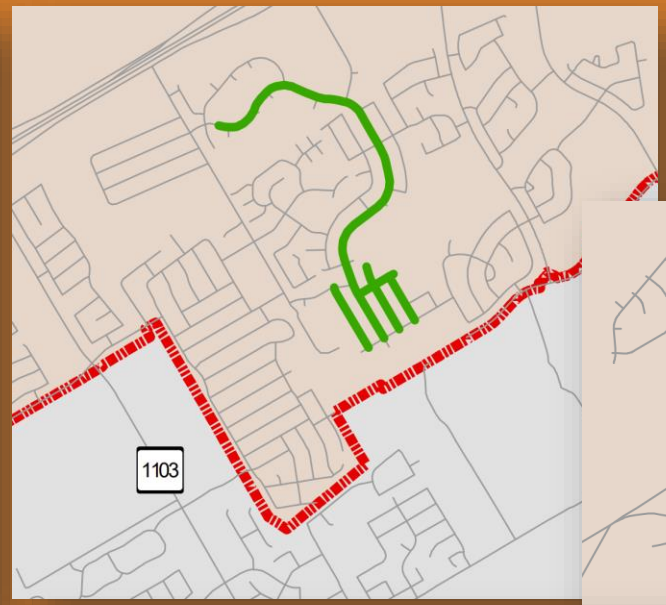
After

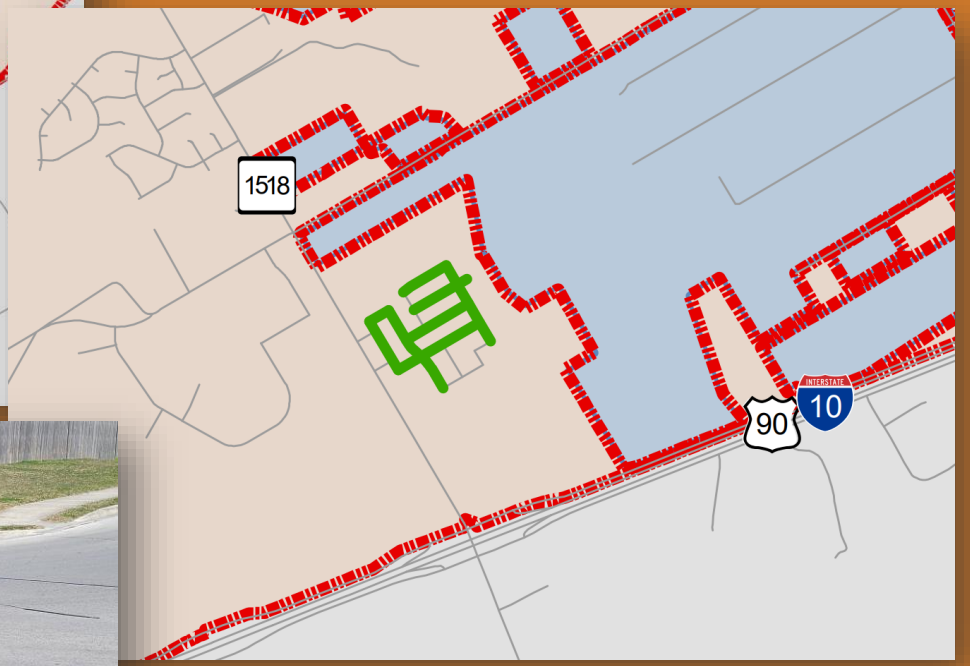
5129 Columbia Dr.

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Streets Maintenance: Crack Seal Program 2024









Total Complete: 8.40 Miles

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Streets Maintenance Progress Summary 2024

Major Street Repairs:

564 Foxford Run Dr
627 Cotton Patch
1632 Rolling Brook Ln
2525 Pillory Pointe
3941 Wensledale
4013 Brook Hollow Dr
5129 Columbia Dr
410 Aviation Ave
6721 Guada Coma Dr
5365 Hartley Square
5373 Hartley Square

Street Issues Repairs (1/1/24 – 6/28/24): 30

Asphalt Hot Mix Tons – 286 tons

Pothole Repairs (1/1/24 – 6/28/24): 324

UPM (Pothole Patch Material) – 54 tons

Crack Seal Program Miles Completed: 8.40

Crack Sealant Material – 648 Boxes, 9 Pallets

COMMENTS AND QUESTIONS

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Agenda No. 24.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**July 16, 2024**
Department:	**Engineering**
Subject:	**Public Works Design Guide Update Workshop (B. James/K. Woodlee)**

BACKGROUND

Workshop presentation by City Staff to present planned updates to the Public Works Design Guide.

Attachments

Draft Design Guide Update
Design Guide Workshop Presentation

PUBLIC WORKS DESIGN GUIDE

SCHERTZ

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DRAFT

DRAFT July 16, 2024

Public Works Design Specifications

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SECTION 1 – GENERAL

1.1 PURPOSE AND SCOPE

A) Every subdivision or development which requires the installation of private or public infrastructure improvements to serve the proposed subdivision or development is required to submit construction plans to ensure that the required improvements are constructed in accordance with all applicable standards of the City of Schertz Code of Ordinances, Unified Development Code (UDC), Public Works Specifications Manual, or any other codes of or manuals of the City pertaining to the construction and installation of the improvements are met. All public infrastructure construction plans shall be submitted and approved in accordance with the Unified Development Code Sec 21.4.15.

B) The purpose of this design manual and specifications is to establish standard principles, criteria, and practices for the design of infrastructure and to protect and preserve the public welfare. The design factors, coefficients, formulas, and procedures described in this document are intended to serve as guidelines for the solution and design of infrastructure.

C) Ultimate responsibility for the actual design remains with the design engineer. Applicability of the Design Guide Standards are subject to determination by the City Engineer or his/her designee.

1.2 APPEAL

A) Any departure from this manual must be approved by the City Manager or his/her designee, provided:

1) It is not detrimental to the public welfare.

2) It meets the requirements of the UDC or has an approved deviation.

3) It is based upon an engineering study performed by a Professional Engineer registered in the State of Texas.

SECTION 2 – REQUIRED SUBMISSIONS OF PLANS

2.1 PLAN REQUIREMENTS

A) PDF copy of plans and profiles for streets, alleys, sidewalks, water, sewage, and drainage shall be submitted, and bear the signature and seal of a Professional Engineer, registered in the State of Texas.

1) Construction plans shall be submitted to the City Engineer prior to or concurrently with a development application as indicated in the UDC.

2) Any set over 4 pages should include an index sheet. The preferred size of construction plans is 22” x 34” or 24” x 36” sheets (half sized plans will be 11” x 17”).

3) Plans must use and reference City of Schertz standard details.

B) The following are typical plans to be submitted. Each set of plans and what is contained in that set will be dependent upon the project scope.

1) Front end sheets should contain a cover sheet, index and quantity sheets, and City of Schertz General notes, project layout, and an Overall Utility Plan.

2) Streets and alleys will be shown in plan and profile sheets and cross-section sheets. Provide a plan sheet showing typical existing and proposed street sections detail with the proposed pavement width, type, thickness, and crown; the proposed curb or gutter type, location in relation to curbs and property lines, the proposed sidewalk dimensions, and location in relation to curbs and property lines, and the proposed parkway grading slopes. This information shall be given for each of the different types of streets and alleys in the subdivision.

3) Drainage channels, storm drain, and culverts will be shown in plan and profile sheets. Large drainage channel projects will include cross section sheets. Construction details of all drainage structures, including dimension, reinforcing and components, such as grates and manhole covers. Hydraulic grade line (HGL) will be indicated on profile. Drainage plans shall address interim (i.e. “during construction”) and final drainage plan.

4) If detention ponds or water quality ponds are part of the development or project, a plan indicating dimension, grading, outlet design, downstream protection, and stage-storage-discharge tables should be included.

5) Plans for erosion and sedimentation controls during construction shall be included as part of the construction plans and be in compliance with the Texas Pollutant Discharge Elimination System (TPDES) permitting requirements and specifications established by the City Manager or his/her designee. All land disturbing or land filling activities or soil storage shall be undertaken in a manner designed to minimize surface runoff, erosion, and sedimentation and to safeguard life, limb, property, and the public welfare.

6) Grading plan will include slab elevations, existing and proposed contours, retaining walls, spot elevations, and shall indicate drainage for all lots in the subdivision. Grading plans must include specific paths for the direction of drainage flow away from the building pads or the lots, as well as all trees to be preserved within the limits of construction. In addition, whenever drainage flow will impact existing developed land (residential, retail, or industrial), grading plans must show how the adjacent land will be impacted and how the adverse impact will be mitigated.

7) Retaining walls over four (4') feet (measured from the bottom of the foundation to top of the wall), or as required by other applicable City adopted code, require plans signed and sealed by a registered Professional Engineer registered in the State of Texas. Any retaining walls located on slope or retaining supercharged soils may require plans signed and sealed by a registered Professional Engineer registered in the State of Texas at the discretion of the City Engineer or his/her designee.

8) Utility plans for water mains less than twelve (12") inches in size will require plan sheets with associated details. Utility plans for water mains twelve (12") inches and greater will require plan and profile sheets. Section details only required at critical crossings of infrastructure. The City Engineer or his/her designee may waive this requirement or may require plan and profile sheets for smaller diameter lines in special circumstances.

9) Utility plans for sanitary sewers will require plan and profile sheets, and associated details.

2.2 ENGINEERING REPORTS

A) In addition to the plans, the following reports are to be submitted for review by the City Engineer or his/her designee. Except for the pavement design and SWPPP, these items should be submitted at the time of appropriate development application and updated for and prior to final plat, site plan, and construction plans approval. Pavement design shall be completed prior to final plat, site submittal, or construction plan submittal.

1) Geotechnical Engineering Report for pavement design.

2) Traffic Impact Analysis (TIA) as indicated in the current UDC.

3) Storm Water Management Plan Report (SWMP)

4) Storm Water Pollution Prevention Plan (SWPPP)

5) Engineering Design Report for the water system

6) Engineering Design Report for the wastewater system

B) The content and level of detail of the reports shall be as described in this manual, or as determined by the City Engineer or his/her designee. Format of submittal is a PDF file of each document.

2.3 PLAN SHEETS

A) In general, plan sheets should be oriented with north pointing up, left, or right on the sheet, with proper consideration given to existing and proposed conditions.

All plans shall require a scale, north arrow, and date. The preferred scale for plan view sheets is 1” = 20’ or 1” = 40’ or 1” = 50’. Deviation to the preferred scale may occur with the approval of the City Engineer or his/her designee.

B) A minimum of two benchmarks shall be established on and set to NAD 1983 State Plane Texas South Central FIPS 4204 feet coordinates and NAVD 1988 datum.

C) Plans sheets should include all pertinent property and right-of-way information, existing easements, proposed easements, topographical features, notes, and callout necessary for design and construction.

2.4 PLAN AND PROFILE SHEETS

The plan and profile sheets should, at the minimum, include the following:

A) All plans shall require *a* scale, north arrow, and date. The preferred scale for profile view sheets is 1" = 20' or 1" = 40' or 1" = 50' horizontal and 1" = 5' or 1" = 10' vertical. Deviation to the preferred scale may occur with the approval of the City Engineer or his/her designee.

B) A minimum of two benchmarks shall be established on and set to NAD 1983 State Plan Texas South Central FIPS 4204 feet coordinates and NAVD 1988 datum.

Indicate the location, description and elevation of benchmarks, the top of curb grade at each curb return; the centerline grade at each end and at each fifty (50') foot station of alleys and drainage ditches; the gradient of each tangent grade and the location and length of each vertical curve; the direction of storm drainage flow at each intersection; the flow line elevation of each storm sewer at each point of grade and each end and the intervening gradients.

C) The profiles of streets, alleys and drainage ditches shall show the natural ground at adjacent property lines and the proposed centerline.

D) Alignment of each street, alley, crosswalk way and drainage easement showing a beginning and ending station; each deflection angle of the centerline and the station of the point of intersection; the station of the point of curvature and the point of tangency of each curve; the station and angle of intersection of each intersection with another street, alley or drainage easement; the station and radius of each curb return; the location of adjacent right-of-way lines; the location and limits of sidewalks and curbs of each street; the location of each drainage structure; the location and size of all storm sewers; and the location of monuments.

E) All pertinent property and right-of-way information, easements, topographical features, notes, and callout necessary for design will be shown in the plan view.

2.5 SECTION SHEETS

A) When required, cross-sections shall be at every fifty-foot (50') station (minimum) drawn at a scale of 1" = 10' horizontal and vertical.

B) Section will include existing ground and existing utilities, and proposed finish ground and proposed utilities, right of way and easement limits.

SECTION 3 – STREET REQUIREMENTS

3.1 GENERAL

A) Plans for streets, alleys, sidewalks, and crosswalk ways shall be prepared in accordance with Public Works Specification Manual as well as the City's Master Thoroughfare Plan.

B) Any street design element not specifically addressed in this document shall be designed in accordance with:

1) Latest edition of Policy on Geometric Design of Highways and Streets, American Association of State Highway and Transportation Officials (AASHTO).

2) Latest edition of Highway Design Division Operations and Procedures Manual and the Standard specifications for Construction of Highways, Streets and Bridges, Texas Department of Transportation (TXDOT)

3) Latest edition of Texas Manual on Uniform Traffic Control Devices for Streets and Highways (TMUTCD)

3.2 PAVEMENT DESIGN

A) The City allows both flexible and rigid structures, as defined by the American Association of State Highway and Transportation Officials (AASHTO). Pavement design shall be based upon a geotechnical analysis of the project conditions, upon AASHTO design methods, and shall be designed by a Professional Engineer registered in the State of Texas.

B) Performance. Service life has been defined as the anticipated number of years that a pavement will be functionally and structurally acceptable with only routine maintenance. Flexible Pavements shall be designed for a 20-year service life; Rigid Pavements shall be designed for a 30-year service life.

C) Design Traffic Levels. Traffic load for the pavement design will be based upon the expected cumulative 18-Kip equivalent single axle load (ESAL) for the pavement's service life. A table of minimum values is shown below, but a pavement designer may increase the expected ESALS based on the results of a traffic study, or other unique situations as determined by the City Engineer or his/her designee.

Table 3.2A				
Flexible Pavement Design Parameters				
	18-kip ESAL	Reliability Factor, %	Std Dev	Serviceability Po/Pt
Arterials	3,000,000	90	0.45	4.2/2.5
Collectors	2,000,000	90	0.45	4.2/2.5
Local Type	1,000,000	70	0.45	4.2/2.0
Alleys/Low volume Private Streets/Fire Lane	100,000	70	0.45	4.2/2.0
Rigid Pavement Design Parameters				
	18-kip ESAL	Reliability Factor, %	Std Dev	Serviceability Po/Pt
Arterials	4,500,000	90	0.35	4.5/2.5
Collectors	3,000,000	90	0.35	4.5/2.5
Local Type	1,500,000	70	0.35	4.5/2.0
Alleys/Low volume Private Streets/Fire Lane	150,000	70	0.35	4.5/2.0

D) Resilient modulus (MR) is to be determined by the geotechnical engineer.

E) There are areas within the city limits and surrounding regions with expansive soil, water lenses, and drainage issues. It is expected that the pavement design will address those issues. Swelling soils (soils with a P.I. of 20 or more), may be treated by removal and replacement, or cement soil treatment, or drains/barriers, or combination as determined by a pavement design. Treated subgrade may be used as a structural layer in the pavement design.

F) Minimum thickness for hot mix asphalt concrete surface layer is three (3”) inches compacted depth. Minimum thickness for treated subgrade layer is six (6”) inches.

G) Minimum structural numbers will be as follows. These values are minimums, and actual values used in design will account for the design criteria above.

Table 3.2B Structural Number Level Roadway conditions		
Street Classification	Minimum	Maximum
Arterial	3.80	5.76
Collector Street	2.92	5.08
Local/Residential	2.58	4.20

3.3 STREETS LAYOUT

A) Adequate streets shall be provided by the Developer and the arrangement, character, extent, width, grade, and location of each shall conform to the City's Master Thoroughfare Plan and shall be considered in their relation to existing and planned streets, to be served by such streets, and to the topographical conditions. The location and type of traffic control device to be installed by the Developer or the City of Schertz shall be indicated on the plans. This shall include the proposal of all Stop, Yield, Speed, Parking and Movement Series signs and other devices in accordance with TMUTCD. The design of location of intersections shall take into account intersection site distance per AASHTO requirements. This specifically shall be utilized for location of intersections in relation to curves and cutbacks to prevent the location of sight barriers including signs, fences, and landscaping. See Tables 3.3G below.

B) The following specifications are required minimums. The analysis of supporting subsurface soils is to be determined and thickness of pavements to be designed by the Developer. Substitutes for street geometric or pavement thickness design shall not be less than the minimum design requirements. The minimum horizontal curve radii and vertical curves shall be assigned considering the service of the facility and the conditions of the location of the street in relation to existing and proposed features.

C) STREET GEOMETRICS

1) The following specifications are required minimums. They are not to be substituted as street geometric or pavement thickness design. The geotechnical borings and analysis of supporting subsurface soils is to be completed by the Developer and the design of the pavement structure shall be signed and sealed by a Professional Engineer registered in the State of Texas. Flexible and rigid pavements shall be designed for a twenty (20) year and thirty (30) year service life respectively. The minimum horizontal curve radii shall be designed considering the conditions of the location of the street in relation to existing and proposed features.

Table 3.3A Principal Arterials (Design Speed – 45 mph)	
Minimum right-of-way width	120-130 feet
Minimum pavement width (not including curb and gutter)	48 feet
Minimum horizontal curve radius	1200 feet
Minimum tangent between reverse curve	200 feet
Grades	Flexible Pavement 1% - 5% Rigid Pavement 0.5% - 5%
Daily Traffic Volume Limit (vehicles per day)	>34,000

Table 3.3B Secondary Arterials (including Secondary Rural Arterials) (Design Speed - 45 mph)	
Minimum right-of-way width	90 feet
Minimum pavement width (not including curb and gutter)	48feet
Minimum horizontal curve radius	750 feet
Minimum tangent between reverse curve	200 feet
Grades	Flexible Pavement 1% - 5% Rigid Pavement 0.5% - 5%
Daily Traffic Volume Limit (vehicles per day)	34,000

Table 3.3C Collectors (Design Speed – 30 mph)	
Minimum right-of-way width	70 feet
Minimum pavement width (not including curb and gutter)	38 feet
Minimum horizontal curve radius	400 feet
Minimum tangent between reverse curve	100 feet
Grades	Flexible Pavement 1% - 7% Rigid Pavement 0.5% - 7%
Daily Traffic Volume Limit (vehicles per day)	10,000

Table 3.3D Local Type Commercial/Industrial (Design Speed – 30 mph)	
Minimum right-of-way width	60 feet
Minimum pavement width (not including curb and gutter)	39 feet
Minimum horizontal curve radius	400 feet
Minimum tangent between reverse curve	100 feet
Grades	Flexible Pavement 1% - 7% Rigid Pavement 0.5% - 7%
Daily Traffic Volume Limit (vehicles per day)	5,000

Table 3.3E Local Type Residential Streets (Design Speed – 30 mph)	
Minimum right-of-way width	50 feet
Minimum pavement width (not including curb and gutter)	27 feet
Minimum horizontal curve radius	100 feet
Minimum tangent between reverse curve	50 feet
Minimum Grade	Flexible Pavement 1% - 7% Rigid Pavement 0.5% - 7%
Daily Traffic Volume Limit (vehicles per day)	1,000

2) Non-residential marginal access streets shall have a right-of-way width of at least fifty (50') feet and a pavement width of at least thirty (30') feet. Safety lanes shall have a right-of-way of at least thirty (30') feet and a pavement width of at least twenty-four (24') feet. All streets, alleys, non-residential driveways, and non-residential drive aisles shall have a minimum pavement width of twenty-four (24') feet.

3) Pavement Crown shall have a cross slope of 2% percent.

4) As allowable by State Law, the Developer shall be responsible for construction of pavement width and right-of-way dedication of streets forming part of the boundary of the subdivision adjacent as follows:

a) New adjacent collector or residential access streets shall conform to the specifications of this section.

b) Where the proposed subdivision abuts upon an existing minor arterial street or half street that does not conform to the specifications of this Section, the Developer shall be required to make the necessary dedication and improvements in conformance with the current UDC or any other applicable code of the City as allowable by State Law. With regard to paving the adjacent street, the City reserves the right to waive all or a portion of this requirement. In considering such waiver, the following factors shall be considered by the City:

1) Current condition of the roadway.

2) Current daily traffic on roadway.

3) Estimated additional daily traffic from proposed subdivision.

4) Total cost for widening roadway

5) Ability of City to finance road widening in the next several years

5) "Broken-Back" or compound curves shall not be permitted unless approved by the City Engineer or his/her designee. Reverse curves may be used provided due consideration for safe sight distance, has been shown.

6) Transitional Curves may be used where comfort and safety of the motorist will be enhanced.

7) Combination of horizontal and vertical curves shall be permitted provided sufficient sight distance is available for safe operation. Generally, horizontal curvature should be introduced on the upgrade of the vertical curve.

8) Superelevation of road is permissible when minimum horizontal curves are unattainable and when approved by City Engineer or his/her designee. Design of superelevation will follow standard engineering practices and the TXDOT Roadway Design Manual.

9) Before any pavement is laid to widen existing pavement, the existing pavement shall be cut back two (2') feet on each side to assure an adequate sub-base and pavement joint.

D) PROPERTY LINE AND CURB RETURNS

At each intersection the curb and the property line at each block corner shall be rounded with a radius, R, varying with the interior angle as specified in the following table:

Table 3.3F
Minimum Radii for Curb Returns (CR) and Property Line Returns (PLR)
Street Intersections

Interior Angles in Degrees	Two Local		Local and Collector		Two Collector		Local/Collector with Arterial		Two Arterial	
	CR	PLR	CR	PLR	CR	PLR	CR	PLR	CR	PLR
150-45	15	5	15	6	20	10	25	15	25	15
145-40	15	5	15	6	20	10	25	15	25	15
140-135	15	5	15	6	20	10	25	15	30	20
135-125	15	5	15	6	20	10	25	15	35	25
125-85	15	5	15	6	20	10	25	15	30	25
85-75	20	10	20	11	25	15	30	20	50	40
75-65	25	15	25	16	30	20	35	25	80	70
65-55	30	20	30	21	35	25	40	30	90	80
55-45	35	25	35	26	40	30	45	35	110	100
45-00	35	25	35	26	40	30	45	35	150	140

E) INTERSECTIONS

1) The preferred angle of intersection is ninety (90) degrees. Allowance for non-perpendicular intersecting angles between eighty (80) degrees and one hundred (100) degrees will be made on a case-by-case basis.

2) The following minimum sight distances shall be provided for a safe stopping and intersection operations. Development design shall be based upon actual conditions and speeds.

Table 3.3G
Minimum Stopping Sight Distance
Level Roadway Conditions

Street Classification	Sight Distance
Principal Arterial	300 ft.
Secondary Arterial and Secondary Rural Arterial	300 ft.
Collector Street	250 ft.
Local	200 ft.

3) The “sight triangle” at an intersection is that portion of a property over which motorists must see to safely judge and execute a driving maneuver into the intersection and onto the street. The distance to the approaching motorist is the “intersection sight distance”, which is one leg of the sight triangle.

The length of the required intersection sight distance shall be based on AASHTO Policy on Geometric Design of Highways and Streets. The driver’s eyes are considered to be three and one-half (3.5’) feet above pavement, and the object is considered to be four and one-half (4.5’) feet above pavement.

This applies to intersections of two (2) or more streets as well as junctions of driveways and streets.

4) Landscaping and Signing: No signs, walls or fences shall be placed in the median area other than approved traffic control devices unless approved by the City Engineer or his/her designee. No trees, shrubs or other ground cover shall be placed in the median, which will obstruct the driver’s sight distance. The area enclosed by the sight triangle must be free of visual obstructions.

5) At “T-intersections”, the minimum intersection offsets are one hundred twenty-five (125’) feet between center lines of local streets.

In the case of collector-street intersections, this offset shall not be less than two hundred (200’) feet or the minimum distance required to allow for left-turn storage between intersections, whichever is greater. The distance between intersection offsets is measured from the center line intersection of one intersecting roadway and the centerline intersection of the next intersecting roadway, measured along the centerline of the intersected roadway.

6) Right turn deceleration lanes shall be required when the daily entering right-turn traffic volume a peak hour volume greater than 50 vehicles per hour (VPH) and the approaching design hourly volume in the adjacent outside lane exceed five hundred (500) vehicle trips; at street and driveway intersections in TxDOT right-of-way at the option of TxDOT; or where unsafe conditions such as limited sight distance, high travel speed, uneven grade, etc. may exist, as determined in a TIA. Minimum turn lanes width is eleven (11’) feet.

7) Left turn lanes shall be required at all median openings on collector and arterial streets; at all driveways or streets with an average daily entering left-turn traffic volume of five hundred (500) vehicle trips; at street and driveway intersections in TxDOT right-of-way at the option of TxDOT; or where unsafe conditions such as limited sight distance, high speed, uneven grade, etc. may exist, as determined in a TIA. Minimum turn lanes width is eleven (11’) feet.

8) Turn lanes should accommodate the anticipated deceleration length and storage determined for the intersection. Lengths at signalized intersections should be determined in a TIA. Lengths at non-signalized intersections should be determined by the equation or below.

$L = (V/30) \times 2 \times S$

Where: L is storage length (ft), V is turning vehicles per hour, S is queue storage length in feet per vehicle (25).

The following table is a table of minimums values for storage and declaration; taper length may be considered part of the deceleration length. Preferred taper design is symmetrical reverse curve, per AASHTO.

Table 3.3F Minimum Deceleration and Storage for Left Turn Lanes				
Speed (mph)	Deceleration Length (ft)	Taper Length (ft)	Storage Length (ft)	
30	160	50	100	100
35	215	50	100	100
40	275	50	100	100
45	345	100	100	100
50	425	100	100	100
55	510	100	100	100

9) Site design shall take into account appropriate throat length for driveways and intersections for safe and efficient traffic operations for entry to and within the site.

F) VERTICAL CURVATURE

A gradual transition from one roadway grade to another shall be accomplished by means of a vertical parallel curve connecting two (2) intersecting tangents. The minimum length of vertical curve shall be computed from the following formula and table.

$$L = KA$$

Where: L = the length of vertical curve in feet, K = a constant related to sight distance and geometry of a parabolic curve (See Table 3.3H),
A = the algebraic difference in grades in percent.

Table 3.3G Design Value for Constant "K" Vertical Curvature		
Street Classification	"K" Crest Curves	"K" Sag Curves
Principal Arterial	70	60
Secondary Arterial	70	60
Collector Street	55	55
Local	30	40

G) CURB AND SIDEWALK REQUIREMENTS

1) PUBLIC CURB

a) With the exception of rural arterials, curb or curb and gutter shall be installed on all existing or proposed streets forming the boundary of the subdivision and internally on streets.

b) All curb or curb and gutter shall be non-reinforced unless otherwise stated. Cold joints shall be steel reinforced.

2) PUBLIC SIDEWALK

a) Sidewalks: A sidewalk or multiuse path, in accordance with the City's Master Thoroughfare Plan sections, meeting all requirements of the American Disability Act shall be required. All corner lots shall have such sidewalks on both the front and sides thereof. Concrete sidewalks having a width of not less than five (5') feet (or six (6') feet if abutting back of curb) and thickness of not less than four (4") inches shall be constructed on each side of each street within the subdivision. All curb ramps shall have a minimum thickness of six (6") inches. Said sidewalks shall allow for a minimum three (3') foot greenbelt behind back of curb, shall be one (1') foot inside of the right-of-way and shall extend along all street frontages, including the side of corner lots and block ends. Modifications to this standard are subject to approval by the City Engineer or his/her designee.

b) Where a new section of sidewalk is to connect with a sidewalk or concrete hike and bike trail previously constructed, or abuts on the curbing, an expansion joint must be made and filled as above. Reinforcing bars shall extend ten (10") inches beyond the expansion joint and the ends shall be wrapped with building paper so that the ten (10") inches shall not be bonded to the concrete. Approved types of slip joints may be used in place of wrapping ends of bars. When wire mesh reinforcing is used, three - 3/8" round smooth dowel bars not less than eighteen (18") inches in length, installed as specified above for bar reinforcing, shall be provided at each expansion joint.

c) Concrete shall have a minimum compressive strength of four thousand (4000) pounds per square inch at twenty-eight (28) days. Concrete will conform to material and proportion requirements for the concrete of Section 02751 of the Schertz Construction Specifications. Concrete, which has partially set, shall be disposed. All tests for ingredients and concrete shall be made in accordance with the applicable methods of tests of the American Society for Testing Materials (ASTM).

d) Sidewalks, curb ramps and crosswalks shall conform to all ADA requirements mandated at the time of construction. They shall have a monolithic finish and shall be floated and troweled to a uniform smooth surface, then finished with a fine-haired brush or wood float so as not to be left with a slick or glossy finish.

e) The completed sidewalks and drive approaches shall be cured in accordance with good engineering practices as approved by the design Engineer.

3) MEDIANS

a) The minimum width of a raised median is a function of purpose.

Table 3.3J
RECOMMENDED MEDIAN WIDTHS (FOC TO FOC)

Function	Minimum (feet)	Desirable (feet)
Separation of Opposing Traffic	4*	6*
Pedestrian Refuge and Space for Traffic Control	6*	16
Left-Turn, Speed Change and Storage	14	16
Crossing/Entering Vehicle Protection	20	23
U-Turns, Speed change and Storage	20	23
Channelized: “T”, Speed Change and Storage	25	23-30
*Cannot accommodate left-turn lanes, hence, such turns must be made from the through lanes.		

Source: City of Austin, Department of Public Works and Transportation Based on ITE, Guidelines for Urban Major Street Design

b) Raised median openings shall be at least twenty (20’) feet wider than the width of driveway which they are serving, with a minimum width of sixty (60’) feet.

c) Minimum separation distance between raised median openings on local roads should be based on functionality and proximity to street intersections; no closer than one hundred twenty-five (125’) feet. Minimum separation distance between raised median openings for collector and arterial streets, measured nose to nose, should provide sufficient storage and deceleration length for the rate of speed on the through traffic road.

H) ALLEYS

1) Alley right-of-way minimum shall be [twenty-four (24') feet wide and paved, see Section 21.14.4] in the UDC. Eight (8%) percent is the maximum sustained grade for an alley and shall not exceed three hundred (300') feet. Concrete pavement shall be a minimum of six (6") inches in depth – 4000 psi in commercial alleys and a minimum of five (5") inches in depth – 3000 psi in residential alleys. Alleys shall be designed based on a one hundred (100) year frequency to carry storm water from only the lots within the block abutting the alley.

2) Intersecting Alleys: Where two (2) alleys intersect or turn at right angle, a cutoff of not less than ten (10') feet shall be provided along each property or easement line.

3) Dead-end Alleys are not permitted.

I) DRIVEWAYS AND APPROACHES

1) Driveways shall be designed as a "lay-down" curb or curb and gutter or a straight driveway section. The driveway width at the property line shall not be greater than the width approved by the City Engineer or his/her designee.

2) Residential driveways ten (10') feet to twelve (12') feet in width for single, and not more than twenty-four (24') feet for double driveway apron. One (1) curb cut per residential property. Two (2) curb cuts may be allowed for circular if frontage is greater than one hundred (100') feet if approved by the City Engineer or his/her designee. No new residential driveway curb cut on collector or arterial streets will be allowed, unless lot size is greater than one (1) acre, frontage is greater than one hundred (100') feet, traffic study indicates no impact, and maneuvering is done off street for turn-around.

"Back out" driveway access to collector and arterial streets is not allowed.

3) Non-residential driveway access width should be between twenty-four (24') and forty (40') feet measured at the right-of-way.

4) Non-residential approaches shall have the minimum spacing requirements identified in UDC Article 14.5 Spacing of approaches shall be measured from the start of curve/taper to start of curve/taper along the curb line. If the minimum spacing cannot be achieved, then use of a common access easement will be required for adjacent properties to share drive approaches and minimize the number of drive approaches along collector and arterial streets.

5) Minimum distance of an approach from the corner/flare of an intersection shall be one hundred twenty-five (125') feet or the length of the turn lane for the intersection. The distance shall be measured from the curb return or start of taper/curve of the pavement as it widens next to the intersecting street to the edge of the driveway. A lesser distance may be approved by the City Engineer, or his/her designee provided a TIA demonstrates the lesser distance still maintains safe traffic flow on the street and site. If the minimum distance cannot be met, then use of a common access easement will be required.

6) Frontage measured from property line to property line, or from corner/flare of intersection to property line.

7) Drive approaches shall meet all criteria as minor intersection concerning sight distance and stopping distances to ensure a safe facility.

8) Driveway aprons within the City Limits shall be reinforced concrete per City standard details, unless otherwise approved by the City Engineer or his/her designee.

9) The site design shall take into account appropriate throat length for driveways and intersections for safe and efficient traffic operations for entry to and within the site.

J) FIRE LANES

1) A fire lane is interpreted as a private or public, hard-surfaced, all-weather material (asphalt or concrete), driving surface constructed specifically for the use of emergency vehicles.

2) Fire and safety lanes shall meet standards of the UDC Article 14.1.M.

3) Dead-end fire lanes are not permitted, unless approved by the Fire Chief or his/her designee.

K) CUL-DE-SAC TURNAROUND

1) Cul-de-sac turnarounds shall meet the criteria set forth in the UDC Section .14.1.E.

2) "Knuckle" or elbow intersections with bulbs herein and UDC requirements of intersection angles and curb return radii.

L) STREET LIGHTS

Street lights in new subdivisions within the City Limits and the annexed areas of the City shall be in accordance with the UDC Article 14.1.S.

M) STREET MARKERS

1) Two street name signs shall be erected at all street intersections in subdivisions for street markers:

a) The material of the street name signs, the method of attaching the sign to the post, the details of lettering, painting, and method of installation, as well as the location of the sign at the intersection, shall be in accordance with the specifications on file at the appropriate entity (i.e., City of Schertz, TxDOT, etc.)

b) Construction plans shall include layout of all traffic control devices in accordance with the TMUTCD.

c) All street signs in a new subdivision within the City limits, including street name, speed limit, stop and yield signs, etc. shall be paid for by the Developer and shall be provided by and installed by the City's Public Works Department in accordance with the Public Works Specifications Manual. Traffic Control Devices shall be installed in accordance with the latest revision of the Texas Manual on Uniform Traffic Control Devices for Streets and Highways. Street signs within TxDOT right-of-way shall be installed according to the appropriate standards by the Developer (as permitted by TxDOT).

2) All pavement markings shall be thermoplastic or preformed tape. Follow TMUTCD and TxDOT standards and guidance for marking standards. The following Pavement markings are required

a) Arterials: centerline striping, lane lines, turn bay islands, reflective pavement markers, edge lines for non-curbed streets, and bike lanes.

b) Collectors: centerline striping, lane stripping, edge lines for non-curbed streets, and bike lanes.

N) REMOVING AND REPLACING PAVEMENTS, CURBS, AND GUTTERS, DRIVEWAYS, AND SIDEWALKS

1) Scope: The Technical Specifications and Standard Details shall govern for all work necessary to complete the removing and replacement of all types of pavements, curbs and gutters, driveways, and sidewalks as required to complete the project.

2) Method of Cutting: The outline of the trench shall be marked on the surface to be cut. The cut shall be made as nearly vertical as possible. The excavated pavement or concrete shall be removed from the site and disposed of by the contractor.

3) Ashpaltic Pavement: Repair to be five (5') feet on each side wider than ditch excavation. Sawcut shall be vertical and perpendicular to flow of traffic for trenching across street. Any asphalt repair needed more than five (5') feet from the curb and gutter, or edge of payment will require the asphalt repair limits to extend the entire width of the roadway unless a smaller repair area is specifically permitted by the City Engineer or his/her designee.

3.4 MINIMUM TESTING REQUIREMENTS

A) GENERAL

All materials to be used in subdivision construction shall be subject to testing. The preponderance of testing to be performed in subdivisions is directly related to street construction. A series of laboratory tests normally associated with road and street construction will be required in subdivisions, with said tests being performed by an independent testing laboratory using qualified personnel. The design (or consulting) engineer or his designated representative shall be present at all testing activities. The Developer or his/her designee is responsible for scheduling and payment. The passing test results shall be received prior to commencing additional construction activities and after two (2) days of inactivity on the tested material, new testing may be required.

The Developer shall notify the City at least one (1) week prior to the contractor beginning construction. Contractor shall be required to notify the City a minimum of at least forty-eight (48) hours in advance of all testing being performed.

B) Sub-grade materials shall be compacted by approved mechanical tamping equipment to an apparent dry density as determined by the ASTM 698 or TEX-114-E compaction test made in accordance with the procedure outlined in the Texas Highway Department Testing Manual. If the material fails to meet the density specified, it shall be reworked as necessary to obtain the density required.

C) When a fill or embankment is required to achieve the prescribed sub- grade, or structural elevation, such fill shall be placed in uniform lifts covering the entire width of the cross-section. Prior to compaction, the layers shall not exceed a six (6") inch loose lift depth where pneumatic tire rolling is to be used and shall not exceed eight (8") inches in loose lift depth for rolling with

other types of rollers. Each lift shall be compacted to the required density before succeeding lifts are placed. Lifts shall be compacted to not less than ninety-five (95%) percent of the maximum dry density as determined by the ASTM 698 or TEX-114-E compaction test made in accordance with the procedure outlined in the Texas Highway Department Testing Manual

D) Swelling soils (soils with plasticity index of twenty (20) or more) shall be treated by removal and replacement, or cement or lime soil treatment, or drains/barriers, or combination as determined by a pavement design or other City requirements. Developers must provide the City with lab reports on soil conditions.

E) Flexible base materials shall be compacted by approved mechanical tamping equipment to an apparent dry density of the total material of not less than ninety-five (95%) percent of the maximum dry density as determined by the TEX-113-E compaction test made in accordance with the procedure outlined in the Texas Highway Department Testing manual. If the material fails to meet the density specified, it shall be reworked as necessary to obtain the density required.

F) Each course of six (6") inches or less shall be compacted to full required density before succeeding layers are placed.

Table 3.4A Ratio of Testing	
Subgrade	Minimum 1 per 100 ft. of street (each lift)
Under Curb/Gutter	Minimum 1 per 100 ft. of curb (each lift)
Base	Minimum 1 per 100 ft. of street (each lift)
Embankment (Street)	Minimum 1 per 100 ft. of street (each lift)
Embankment (Berm or Structural)	-1 per lift per 10,000 sq. ft. -1 per lift per 100 ft. berm
Proctors (Moisture-Density Relationship)	
Subgrade (raw) and Embankment	-1 per material type per source, minimum 2 per subdivision (NOT VALID AFTER 1 YEAR)
Note: Testing frequencies double for pavement widths wider than 38'	

Table 3.4B Atterberg Limits & Graduation Hot Mix Control	
Surface Course Design	1 per subdivision
Base Course Design	1 per subdivision
Extraction	2 per day/run minimum – 1 per 500 ton
Densities	1 per 1,000 ft. of street

G) CONCRETE PAVING

1) GENERAL

Plant Certification Required

Testing shall be as required in City Technical Specification Section 02751. In the event of failures, additional tests will be taken. If excessive rain occurs on a previously tested section, the City shall have the right to order retests as necessary.

2) The Developer shall notify the testing lab when tests are to be taken. If it is necessary to retest, such retesting shall be at the Developer's expense. The scope of testing of materials incorporated in subdivision construction is not necessarily limited to those tests outline above. In the event of unusual conditions or factors which may give the City reason to question the quality of the materials in any portion of the subdivision, the City will have the right to order such additional tests as are necessary.

3) All testing within these requirements will be performed in accordance with the American Society of Testing Materials (ASTM) latest revision, and/or as elsewhere provided in approved plans and specifications for the subdivision. The City will require all subdivision test reports to be certified by a professional engineer registered in the State of Texas and will further require that the City be furnished with copies for all testing reports.

SECTION 4 – STORM DRAINAGE REQUIREMENTS

4.1 GENERAL

A) All drainage facilities (including, but not limited to curb and gutter, inlets, pipes, and channels), shall be designed to intercept and transport runoff from a minimum twenty-five (25) year frequency storm. The drainage system shall also be designed to intercept and convey flows greater than a twenty-five (25) year frequency, up to and including a one hundred (100) year frequency storm within defined rights-of-way of drainage easements. All detention structures shall be designed to contain the one hundred (100) year frequency storm. Peak discharge flows shall not be increased from the pre-development flows for the 2-, 5-, 10-, 25-, and 100- year frequency storm. Channels with drainage areas over one hundred (100) acres or areas within a designated floodplain shall be designed for a one hundred (100) -year storm or a twenty-five (25)-year storm plus freeboard (see Table 4.5E) if that elevation is higher.

B) Three (3) development conditions shall be analyzed for each development.

1) Existing Conditions. This refers to current development conditions in the watershed and on-site. Use as the baseline analysis for determining the impact of development.

2) Proposed Conditions. This refers to existing conditions with the proposed development added. Use to determine if the increased runoff from the proposed development results in an adverse impact to other properties.

3) Ultimate Conditions. This refers to ultimate development conditions within the watershed used to design the drainage facilities. This condition may be used in-lieu of subsection (2) above, to determine if the increased runoff from the ultimate watershed development results in an adverse impact to other properties.

C) RESPONSIBILITY TO ACCEPT STORM WATER

The owner or Developer of property to be developed shall be responsible for the conveyance of all storm water flowing through the property. This responsibility includes the storm water flowing onto the property by any other developed property as well as the drainage naturally flowing through the property by reason of topography. Future upstream development shall be accounted for by assuming ultimate development when sizing drainage systems as specified in this section.

D) POSITIVE OVERFLOW PATHWAYS

Storm water management facilities for local drainage systems will be designed to ensure that a positive overflow pathway is provided to the nearest one hundred (100) year conveyance facility. The overflow pathway must be delineated on a plan that shows all existing structures in the vicinity impacted by the overflow pathway.

E) MAINTENANCE

1) Maintenance of publicly owned facilities will be the responsibility of the City. Maintenance of private facilities is the responsibility of the property owner or the community association and must be specified in the maintenance schedule submitted to the City. A maintenance schedule for privately owned facilities must be approved by the City Engineer or his/her designee. along with the approval of construction drawings.

2) Authorized personnel from the City may conduct periodic inspections of these facilities and structures. Any required repairs will be consistent with current construction standards. Maintenance issues identified by the City or State during inspections shall be the responsibility of the current owner.

F) DEVELOPMENT

Peak storm water runoff rates from all new development shall be less than or equal to the peak runoff rates from the site's predevelopment conditions for the 2-year, 5-year, 10-year, 25-year, and 100- year design storm events, except as provided in subsection A, above. Discharge from developed property shall mimic other pre-developed discharge flow characteristics as much as possible so as not to cause adverse impact to downstream property.

4.2 FLOOD HAZARDS

A) New development within the FEMA designated special flood hazard areas will follow the City's Flood Damage Prevention Ordinance, and the requirements of CFR 44.60.3 whichever is more stringent.

B) New subdivisions having a portion of that subdivision subject to the special flood hazards shall dedicate on the plat a drainage easement fully containing the one hundred (100)- year one (1%) percent annual chance) special flood hazard area. If not already determined, the new subdivision shall determine the base flood elevations of the 100-year event for that portion of the special flood hazard area within the subdivision. This must be based on a certified engineering study survey taking into consideration the full development of the watershed.

C) Proposed subdivisions shall be reviewed to assure that all such proposals are consistent with the need to minimize flood damage and that all public utilities and facilities such as sewer, gas, electrical and water systems are located, elevated, and constructed to minimize or eliminate flood damage and adequate drainage is provided so as to reduce exposure to flood hazards.

D) New or Replacement water supply systems and/or wastewater systems shall be designed to minimize or eliminate infiltration of flood waters into the system, discharges from the systems into flood water, and to require on-site waste disposal systems to be located above the base flood elevation so as to avoid impairment or contamination from them during flooding.

E) Preservation of the natural floodplain and native vegetation contained therein is encouraged. Understory growth which impedes flow may be

cleared within the bank of watercourses within the proposed development with City approval however, the alteration of natural vegetation or unique features with diameters greater than eight (8") inches is discouraged and shall follow the requirements for tree removal in the UDC Article 21.9.9.H. Lower branches of large trees may be trimmed to provide a vertical clearance of eight (8') feet. The alteration of natural vegetation or unique features within the floodplain of watercourses is discouraged and must be explicitly permitted.

F) Upon acceptance by the City of Schertz of Public Utilities, Streets and Drainage, it shall be the responsibility of the homebuilder and/or lot owner to maintain all erosion and sedimentation controls to prevent sedimentation onto any public right-of-way and/or adjacent owner's lots. Failure to comply shall result in a stop work order of all construction on lots owned by the landowner or homebuilder.

4.3 STORM WATER MANAGEMENT PLAN

A) As part of the subdivision platting and construction plan review process, an analysis of existing drainage conditions and the design of modifications or new drainage facilities is required. The owner of the property to be developed is required by the City Engineer or his/her designee to provide, at the owner's expense and as a condition of approval, a Storm Water Management Plan (SWMP) for the total development area to be ultimately constructed. The SWMP shall be submitted to the City Engineer or his/her designee prior to approval of any construction plans.

B) CONTENTS OF THE SWMP

The SWMP shall contain all necessary support data, methodologies used in calculations and conclusions. A checklist (at the end of this section) will be used by the City Engineer or his/her designee as a guide during the evaluation of all SWMP reports submitted to the City. The purpose of the checklist is to expedite the review process for both the engineer and the City, and to aid the engineer in the preparation of reports for the City's review.

A storm water management concept plan or preliminary drainage plan should be submitted with master development plan or preliminary plat. The concept plan should detail in concept how runoff and associated water quality impacts resulting from the development will be controlled or managed. It should address the pre, post and ultimate development conditions of the watershed. The plan should be labeled "Concept" or "Preliminary".

The final SWMP should be submitted with all other submittals including but not necessarily limited to, a final plat, minor plat, site plan, grading and clearing permit or building permit. In addition to the information from the preliminary or concept plan, shall include all information required in the final Storm Water Management Plan (SWMP) checklist (at the end of this section), including construction details.

C) In general, the Final Storm Water Management Plan should contain the following (for details see the checklist at the end of this section):

1) The contact information for the owner of the property or properties affected.

2) A vicinity map of the site and affected reach of the outfall channel.

3) On topographic base map, a detailed map of the area and the outfall channel(s) with all pertinent physiographic information, with two (2') foot contours.

4) A watershed map showing the existing and proposed drainage area boundary along with all sub area delineations and all areas of existing and proposed development; indicate locations of all rights-of-way and additional easements/rights-of-way required, flow path to nearest downstream 100-year structure.

5) All hydrologic and hydraulic calculations: specifying methodology and key assumptions used to include a table of discharges at key locations; hydraulic calculations specifying methodology used, assumptions and values of the design parameters.

6) Profiles of the affected channels, including water surface elevations for the specified design frequencies, all existing and proposed bridge, culvert, and pipeline crossings, the location of all tributary and drainage confluences, and the location of all hydraulic structures.

7) Detention basin design calculations, including those used for design of the control structure and construction details.

8) Additional back-water analysis data as described in the checklist.

9) Certification by a Professional Engineer registered in the State of Texas that the result of the proposed development will not produce an adverse impact to downstream properties, structures, drainage facilities, and public infrastructure.

10) Soils map indicating the type of soil and hydrologic group.

11) Maintenance and repair plan for permanent best management practices (BMPs) and a maintenance agreement for on-site storm water management measures.

12) Erosion and sediment control plans or A Storm Water Pollution Prevention Plan (SWPPP) including erosion and sediment control plans for construction.

13) Additional information as requested by the City Engineer or his/her designee, including but not limited to, digital copies of models and digital copies of detailed drawings (dxf or dwg format).

14) Other Environmental Permits as required by local, state, or federal rules.

4.4 WATER QUALITY

A) Post construction storm water quality will eventually be regulated for the quality of the water discharged. There are currently no quantitative limits for post construction water quality of discharge, however post construction BMPs are strongly encouraged, and consideration should be given to provide suitable designs to not prohibit the retrofitting of facilities to meet future water quality monitoring and discharge needs.

B) In accordance with the City of Schertz Construction Storm Water Management Ordinance and Section 01410 of the Construction Technical Specifications, no person shall be granted a Grading and Clearing Permit or Construction Permit for land-disturbing activity without the approval of a Storm Water Pollution Prevention Plan (SWPPP) report and plans.

1) The SWPPP follow the requirements of the Construction Storm Water Management Ordinance and shall include:

a) Each application shall bear the name(s) and address(es) of the owner or Developer of the site and of any consulting firm retained by the applicant together with the name of the applicant’s principal contact at such firm, and the designated operator as defined by TPDES General Permit.

b) A natural resources map identifying soils, forest cover, and resources protected by the local, state, and federal regulations.

c) A sequence of construction of the development site, including stripping and clearing, rough grading, construction of utilities, infrastructure, and buildings, and final grading and landscaping. Sequencing shall identify the expected date on which clearing will begin, the estimated duration of exposure of cleared areas, areas of clearing, installation of temporary erosion and sediment control measures, and establishment of permanent vegetation.

d) All erosion and sediment control measures necessary to meet the objectives of the City's regulations throughout all phases of construction and after completion of development of the site. Depending upon the complexity of the project, intermediate plans may be required at the close of each season.

e) Seeding mixtures and rates, types of sod, method of seedbed preparation, expected seeding dates, type and rate of lime and fertilizer application, and kind and quantity of mulching for both temporary and permanent vegetative control measure.

f) Provisions for maintenance of control facilities, including easements and estimates of the cost of maintenance, dust control and cleaning, stockpile protection, etc.

2) Major amendments of the SWPPP must be submitted for approval.

3) In addition to the report, appropriate details, and instructions to be included with the construction plan set.

4) Copies of all submittals to the Texas commission on Environmental Quality (TCEQ), including the notice of intent (NOI) and notice of termination (NOT) shall be submitted.

4.5 STORM DRAINAGE DESIGN CRITERIA

A) METHOD OF COMPUTING RUNOFF

1) The preferred method for computing storm water runoff shall be a unit hydrograph method such as WinTR-20, WinTR-55, HEC HMS models, or some other method provided it is acceptable to the City Engineer or his/her designee. The Modified Rational Method is not allowed.

2) For small urban drainage areas less than fifty (50) acres where hydrographs are not required, for storm sewer inlets, for roadside

ditches, for driveway culverts, or for “peak flow only” calculations, the basis for computing peak flow runoff may be the Rational Method. The Rational Method is not allowed for the design or detention ponds nor channels within the FEMA designated special flood hazard area. The Rational method may not be used if the time of concentration exceeds twenty (20) minutes.

3) Normal depth channel calculations are permissible for constructed open channels with a uniform geometric cross section where there is no potential for the water surface elevations to be controlled by backwater and the channel is not in a FEMA special flood hazard area.

4) Hydraulic calculations for open channels with non-uniform geometric cross sections shall be performed by using the HEC- RAS "River Analysis System" computer models, or other method approved by the City Engineer or his/her designee.

B) TIME OF CONCENTRATION

1) Sheet flow, shallow concentrated flow and channel flows are components that need to be considered in the calculation of time of concentration. The following methods are recommended for time of concentration calculation. The total time of concentration (the sum of the three (3) components described below) shall be a minimum of five (5) minutes.

a) Sheet flow - flow over plane surfaces based on NRCS method and roughness coefficients for sheet flow. Maximum allowable time is twenty (20) minutes for sheet flow, or a maximum distance of one hundred (100’) feet.

b) Shallow concentrated flow – Use NRCS method to estimate travel time for shallow concentrated flow.

c) Channel flow: Use existing computer models where available or Manning's equation if data is not available. Open channels are assumed to begin where surveyed cross section information has been obtained, where channels are visible on aerial photographs, or where blue lines (indicating streams) appear on USGS quadrangle sheets.

C) RUNOFF COEFFICIENTS

Runoff coefficients (C value) for use in the Rational formula shall not be less than the values shown in Tables 4.5A as appropriate.

Table 4.5A
Runoff Coefficients (C)

Character of Area	Slope			
	Up to 1%	1% to 3%	3 to 5%	Over 5%
Business or Commercial Area (90% or more Impervious), Existing Pavement/Buildings	.95	.96	.97	.97
Densely Developed Area (80% to 90% Impervious)	.85	.88	.91	.95
Closely Built Residential Area and School Sites	.75	.77	.80	.84
Large Lot Residential Area	.55	.57	.62	.64
Average Residential Area	.65	.67	.69	.72
Undeveloped Areas				
Undeveloped and Ultimate Land Use is Unknown	.68	.70	.72	.75
Cultivated or Range (Grass Cover <50% of Area)	.44	.47	.49	.53
Range (Grass Cover <50% of Area)	.37	.41	.49	.53
Forest or Range (Grass Cover >75% of Area)	.35	.39	.47	.52

1) In all cases, wet antecedent conditions shall be assumed. Runoff rates shall be computed based on the ultimate development of the entire watershed to the proposed subdivision. For determination of time for concentration, times shall be figured on the basis that there shall be an improved drainage system upstream from the point under consideration.

D) RAINFALL INTENSITY

National Oceanic and Atmospheric Administration (NOAA) Atlas 14 Precipitation frequency data should be used. Tables of rainfall intensity-duration-frequency for the precipitation areas across Schertz are provided in Appendix A of this document. If a site is located within more than one precipitation area, it is acceptable to use the higher intensities for the entire site.

E) NRCS/SCS CURVE NUMBERS

For the NRCS method, the rainfall distribution type III shall be used in the runoff model and shall be in accordance with the San Antonio River Basin standards for analysis. Design rainfalls values listed in Appendix A shall be used for hydrograph calculations. The NRCS/SCS curve numbers adopted for use by the City of Schertz are shown in Table 4.5B. The hydrologic soil groups are listed in the latest version of the United States Natural Resources Conservation Service, "Urban Hydrology for Small Watersheds", Technical Release No. 55 (TR 55), which document is hereby incorporated by this reference. Soil types that relate to the hydrologic soil group may be found in the latest version of the United States.

Natural Resources Conservation Service Soil Surveys for Bexar, Guadalupe and Comal Counties, Texas which documents are hereby incorporated by this reference. Soil types may also be based on a Geotechnical Engineering Report. Alternative curve numbers may be approved by the City Engineer or his/her designee.

Table 4.5B
NRCS (SCS) Curve Numbers

Cover Type and Description	Curve Number for Hydrologic Soil Group			
	A	B	C	D
Open Space (lawn, parks, golf courses, cemeteries, etc.)				
Poor condition (grass cover, < 50%)	68	79	86	89
Fair condition (grass cover 50% to 75%)	49	69	79	84
Good condition (grass cover > 75%)	39	61	74	80
Impervious areas				
Paved parking lots, roofs, driveways, etc., (excluding ROW)	98	98	98	98
Streets and roads				
Paved curbs and storm sewers (excluding ROW)	98	98	98	98
Paved open ditches (including ROW)	83	83	89	93
Gravel (including ROW)	76	85	89	91
Dirt (including ROW)	72	82	87	89
Pasture, grassland, or range – continuous forage for grazing, 50%–75% ground cover and not heavily grazed	49	69	79	84
Meadow – continuous grass, protected from grazing and generally mowed for hay	30	58	71	78
Brush – brush-weeds grass mixture with brush the major element > 75% ground cover	30	48	65	73
Woods -- grass combination (orchard or tree farm). CN's shown were computed for areas with 50% woods and 50% (grass/ pasture) cover	32	58	72	79
Woods – protected from grazing and forest litter and brush adequately cover the soil	30	55	70	77
Farmsteads -- Buildings, lanes, driveways, and surrounding lots	59	74	82	86

3) Percent Impervious Cover. The percent impervious cover for typical land use types (as opposed to lots) in Schertz are presented in Table 4.5C.

Table 4.5C
NRCS (SCS) Curve Numbers by Impervious Cover and Cover type

Cover Type and Description	Average % Impervious Cover	Curve Number for Hydrologic Soil Group			
		A	B	C	D
Commercial and business	85	89	92	94	95
Industrial	72	81	88	91	93
Residential: 1/8-acre lot or less (townhouses) average lot size	65	77	85	90	92
Residential: 1/ 4-acre average lot size	38	61	75	83	87
Residential: 1/3-acre average lot size	30	57	72	81	86
Residential: 1/2-acre average lot size	25	54	70	80	85
Residential: 1-acre average lot size	20	51	68	79	84
Residential: 2-acre average lot size	12	46	65	77	82

F) DESIGN RAINFALL DISTRIBUTION

1) Design Rainfall. A twenty-four-hour rainfall distribution shall be applied for runoff calculations. NOAA Atlas 14 Design Rainfall Values for the precipitation areas across Schertz are provided in Appendix A of this document and should be used for HEC-HMS input. If a site is within more than one precipitation area, it is acceptable to use the higher depth values for the entire site. The lag value for a subarea shall be calculated as 0.6 times the time of concentration. Facilities with watersheds greater than one hundred (100) acres must be designed for the 100-year frequency storm or the 25-year event plus freeboard (see Table 4.5E), unless otherwise stated below.

2) Routing of Runoff. Routing of the runoff hydrograph through the channel from one subarea calculation point to the next in the HEC-HMS shall be computed using one of the following methods:

a) Overbank/channel storage not significant: use normal depth channel routing.

b) Overbank/channel storage is significant: use the Muskingum method where a hydraulic model is not available. Use Modified Puls Storage method where a hydraulic model is available to develop storage/out flow relationship.

c) Kinematic wave method for channel reaches where inflow from overbank runoff or multiple point sources (Example: storm sewer outfalls) is significant and where hydrograph attenuation is insignificant. Channel routing methodologies currently being applied in the existing HEC-HMS model of the watershed shall not be replaced with a different methodology without approval or direction from the City Engineer or his/her designee.

G) STREETS

1) GENERALLY

a) Design of streets shall consider public safety and limit potential conflicts between storm water conveyance, traffic, parking, pedestrian access, ADA requirements, and bicycle traffic.

b) Streets and associated drainage facilities, draining a watershed greater than one hundred (100) acres must be designed for the 100-year frequency storm.

c) Streets may be used for storm water drainage only if the calculated storm water flow does not exceed the criteria herein and/or the velocity does not exceed ten (10') feet per second.

d) Where streets are not capable of carrying storm water, as outlined above, inlets or curb openings discharging to drainage channels or storm sewers shall be provided. Partial flow past the inlet will be allowed when the capacity of all downstream street systems can accommodate the flow.

e) Street width shall not be widened beyond the width as determined by the street classification for drainage purposes.

f) Storm water conveyance on streets shall be designed to account for the cumulative impact of peak flows and runoff volumes on the system as the storm water progresses downgrade.

g) Curb cuts for driveways on all streets shall be designed for compatibility with the storm water conveyance function of streets.

h) Potential flooding problems or conflicts at the connection points where new or modified drainage systems (including streets, storm sewers, etc.) and the existing portions of the downstream street system and storm water conveyance system shall be identified and resolved either in the design of the new or modified drainage system or in modifications to the existing system.

i) Structures located on the downhill side of a T- intersection shall be sited to avoid obstruction of the drainage discharge from the street (including the case of a blocked or otherwise ineffective inlet) or channel flow patterns.

2) An arterial street is a street designated as such on the City's Master Thoroughfare Plan. One (1) lane in each direction on arterial streets shall remain clear during a twenty-five (25)-year storm event. The maximum depth of water in the street section must not exceed seven (7") inches (the height of a standard city curb).

3) A collector street is a street designated as such on the City's Master Thoroughfare Plan. One (1) lane on collector streets shall remain clear during a twenty-five (25)-year storm event. The maximum depth of water in the street section must not exceed seven (7") inches (the height of a standard city curb).

4) Local Streets. Local streets shall be designed on a basis of a twenty-five (25) - year frequency. The maximum depth of water in the street section must not exceed seven (7") inches (the height of a standard city curb). A one hundred (100) -year frequency storm must be contained within the street right-of-way.

5) CULVERTS AND BRIDGES

a) Where streets cross existing or proposed watercourses, culverts or bridges shall be adequate to allow passage of twenty-five (25)-year design storm. In the instance the crossing conveys runoff from a watershed greater than one hundred (100) acres, then culverts or bridges shall be adequate to allow passage of the one hundred (100)-year design storm.

b) All crossings, culverts and bridges shall be designed for an HS—25 or equivalent loading.

H) CHANNELS

1) This section addresses proposed improvements or modifications to drainage channels and watercourses required to convey storm water runoff from or through the proposed development.

2) Except as authorized by a development plan approved by the City Engineer or his/her designee, no person shall place or cause to be placed any obstruction of any kind in any watercourse. The owner of any property within the city, through which any watercourse may pass, shall keep the watercourse free from any obstruction not authorized by a development plan.

3) CHANNEL MODIFICATIONS

a) Modifications to existing watercourses or newly created open channels may be designed as earth channels, sod channels or as concrete lined, or otherwise hard armored channels. Liners other than sod or concrete which enhance the aesthetics or habitat value of the watercourse, and which reduce future maintenance requirements are encouraged. Preliminary planning for the applicability of other channel liners shall be reviewed with the City Engineer or his/her designee prior to the submittal of construction plans for approval.

b) Runoff that results from upstream development and is discharged to an unimproved waterway can cause flood damage to properties adjacent to the waterway. Natural undeveloped waterways do not receive regular maintenance. Design of natural waterways shall take into consideration fluvial geomorphologic principles and practices. Consulting engineers and development review officials shall work to resolve potential downstream impact issues.

4) Design of new channels or alterations to existing channels shall consider future maintenance requirements. A maintenance schedule for any private channel shall be submitted to and approved by the City Engineer or his/her designee prior to approval of construction plans. Maintenance requirements of concrete channels consist of de-silting activities, prevention of vegetation establishment in construction joints, and repair of concrete as necessary. Maintenance of earthen channels includes regular observation and repair, as necessary, of erosion, scouring, and removal of silt deposits, as necessary to maintain design parameters. Developers shall be responsible for maintaining newly planted channels until

coverage is established throughout eighty- five (85%) percent of the area. This area shall include slopes, floor, and any attendant maintenance easement. New earthen channels shall be planted with drought resistant, low-growth, native species grasses, which will allow unobstructed passage of floodwaters. Johnson grass, giant ragweed and other invasive species shall not be allowed to promulgate in channels. Suggested species shall include, but not be limited to, common bermuda, buffalo grass, side oats grama, seep muhly, little bluestem, and Indian grass. Mowing frequencies vary with the vegetation growth rates but is required when the grass exceeds the design roughness coefficient of the channel.

5) Planned multiple use of a watercourse is allowed (e.g. bike paths or greenbelt). If multiple use of the watercourse is to be incorporated, the applicant shall form a community association that shall assume maintenance responsibility for private amenities. The appropriate government agency will be responsible for maintenance of public amenities. The applicant shall provide overlay easements for public or private use.

6) Table 4.5D shall be used to determine maximum permissible channel velocity.

Table 4.5D
Velocity Control

Velocity	Type Drain Required	Hydraulic Radius	Correction Factor	Max. Permissible Velocity
1 to 6 fps (Maximum Average Velocity = 6 fps)	Grass Lined Channel	0-1 ft 1-3 ft 3-5 ft 5-8 ft 8-10 ft Over 10 ft	0.8 0.9 1.05 1.15 1.225 1.25	5 fps 5.5 fps 6.3 fps 6.9 fps 7.35 fps 7.5 fps
6 to 8 fps	Concrete retards required	N/A	N/A	N/A
8 fps and over	Concrete lining or Drop Structures Required	N/A	N/A	N/A

a) Where velocities are in the supercritical range, allowance shall be made in the design for the proper handling of the water by the design of energy dissipaters at the outfall, and the lining of the channel, and the inclusion of freeboard.

b) Ensure that the channel will contain the hydraulic jump (sequent depth) throughout the extent of the supercritical profile. An exception to this criterion is where concrete lined lateral channels discharge down the side slopes of channels. These channels may be designed for normal depth plus freeboard provided velocity controls are established at the main channel flow line.

c) Ensure that the energy grade of the channel will not result in upstream flooding at existing or proposed lateral facility connections.

7) Retard spacing shall be computed as using the following equations and subject to the Velocity Control standards in Table 4.5D:

$L = 1.0 \div (S1 - S2)$

Where: L = Distance required between retards in feet.
S1 = Actual slope of channel in ft./ft.
S2 = Slope of proposed channel for maximum permissible velocity established from Table 4.5F. For example:
$S2 = [V \div (1.486 * n * R^{2/3})]^2$
Where:
V = maximum permissible velocity established from Table 4.5F
n = .035, manning's roughness coefficient for grass lined channel
R = area/wetted perimeter

8) Concrete Lined Channels. The design of concrete lined channels shall comply with the following general requirements:

a) Freeboard consistent with Table 4.5E will be applied to the twenty-five-(25) -year design.

Table 4.5E
Drainage Freeboard for Concrete Lined and Earth Channels for 25-Year Storm

Design Depth of Flow	Required Freeboard
0-5 ft	0.5 ft
Over 5 ft	1.0 ft

b) From the top of the concrete lining to the top of the ditch, a side slope not steeper than four (4) horizontal to one (1) vertical shall be required; nor shall the slope be less than twelve to one (12:1).

c) For normal conditions, the concrete lining shall be a minimum of five (5”) inches thick and reinforced with No. 3 round bars at twelve (12”) inches on center each way. Where surcharge, nature of ground, height, and steepness of slope, etc., become critical, design shall be in accordance with latest structural standards. All concrete lining shall develop a minimum compressive strength of not less than three thousand (3,000) pounds per square inch in twenty-eight (28) days. The depth of all toe downs shall be thirty-six (36) inches upstream, and eighteen (18) inches for side slopes. The City's Engineering Inspector may permit an eighteen (18”)-inch toe down in rock sub grade in lieu of the above toe down requirements. The horizontal dimensions of toe downs shall not be less than six (6”) inches.

d) Maximum concrete riprap side slopes shall be one and one-half (1-1/2) horizontal to one (1) vertical, unless soil tests made by a geotechnical engineer show that a greater slope, or a special design, will be stable. Where vehicular traffic may travel within a horizontal distance equal to one-half (1/2) the vertical rise of the slope, a two (2’)-foot surcharge load shall be included in the design.

e) Fencing (or other approved safety barrier) will be required adjacent to the channel where channel vertical wall heights exceed two (2’) feet. Fencing or barrier will also be required adjacent to the channel where channel side slopes exceed three to one (3:1) and the channel depth is greater than two (2’) feet. The barrier must not cause sight distance problems for motorists.

f) Easements or rights-of-way for concrete lined channels shall extend a minimum of two (2’) feet on both sides of the extreme limits of the channel. "Extreme limits" of the channel shall mean the side slope intercept with the natural ground or proposed finished ground elevation. This two (2’) foot space shall be constructed of concrete or some other maintenance free material.

g) A minimum "N" value of roughness coefficient of 0.015 shall be used in Manning's formula. Recommended “N” are available in Table 4.5F below. For approval to alter, contact the City Engineer or his/her designee.

h) Channel shall have a bottom width of eight (8') foot minimum with a vehicular access point of seven (7) horizontal to one (1) vertical slope at least every one thousand (1000') feet. For channels less than eight (8') foot bottom width, a fifteen (15') foot wide access road is required adjacent to the channel.

Table 4.5F Manning's Roughness Coefficient "N"	
Channel Description	"N" Value
Concrete Lined Channel	0.015
Grass Lined Channel with Regular Maintenance	0.035
Grass Lined Channel without Recent Maintenance	0.050
Vegetated Channel with Trees, Little or No Underbrush	0.055
Natural Channel with Trees, Moderate Underbrush	0.075
Natural Channel with Trees, Dense Underbrush	0.090
Natural Channel with Dense Trees and Dense Underbrush	0.100
Reinforced Concrete Pipe	0.013
Concrete Box Culverts	0.013
Overbank Description	"N" Value
Pasture	0.035-0.055
Trees, Vegetation, Multiple Fences and Structures	0.060-0.075
Dense Vegetation, Multiple Fences and Structures	0.075-0.090
Pipe	"N" Value
Corrugated Metal Pipe - ½" corrugations	0.024
Corrugated Metal Pipe - 1" corrugations	0.027
Concrete Pipe	0.013

9) Vegetated Earth Channels.

a) Freeboard consistent with Table 4.5E will be applied to the twenty- five (25)-year design

b) No earthen channels will be permitted with less than an eight (8') foot bottom width. All channels not meeting the minimum width shall be concrete channels (see Section 8 above). The side slope shall not be steeper than four (4) horizontal to one (1) vertical.

c) Easements or rights-of-way for improved earth channels shall conform to the requirements stated in subsection (d) of this section and shall extend a minimum of two (2') feet on one (1) side and fifteen (15') feet for an access road on the opposite side of the extreme limits of the channels when such channels do not parallel and adjoin an alley or roadway. When such channels do parallel and adjoin an alley or roadway, the easement or right-of-way shall extend a minimum of two (2') feet on both sides of the extreme limits of the channel. Where utilities are installed in the access road of the drainage right-of-way, the right-of-way shall extend two (2') feet on one (1)

side and seventeen (17') feet on the opposite side of the design limits of the channel. These seventeen (17') feet are to provide an access way along the channel with a maximum cross slope of one (1") inch per foot toward the channel. Where designed channel bottoms exceed one hundred (100') feet in width, fifteen (15')- foot extra width shall be provided on both sides of the channel. Interceptor drainage easements shall extend a minimum of two (2') feet on both sides of the extreme limits of the channel.

d) Channel shall have a bottom width of eight (8') foot minimum with a vehicular access point of seven (7) horizontal to one (1) vertical slope at least every one thousand (1000') feet. For easements crossing streets there shall be an access drive on both sides of the street right-of-way. Improved earthen channels will be vegetated by seeding or sodding. Eighty-five (85%) percent of the channel surface area must have established vegetation before the City of Schertz will accept the channel.

10) Channel Bends. Allowance for extra freeboard shall be made when the centerline radius of the channel is less than three (3) the bottom width. Where sharp bends or high velocities are involved, the applicant shall use the following formula for computing the extra freeboard:

$$d_2 - d_1 = V^2 * (T + B) \div (2*g*R)$$

Where: d_1 = depth of flow at the inside of the bend in feet. d_2 = depth of flow at the outside of the bend in feet.
B = bottom width of the channel in feet.
V = the average approach velocity in the channel in feet per second.
T = width of flow at the water surface in feet.
g = 32.2 feet/second squared.
R = the center line radius of the turn or bend in feet.

a) The quantity $d_2 - d_1$ divided by two (2) shall be added to the normal depth of flow before adding the required freeboard in calculating required right-of-way widths.

b) Where sharp turns are used without curved sections, the depth required shall be large enough to provide for all head losses. Allowance shall be made for any backwater head that may result.

c) For normal design conditions no extra freeboard is required. An accepted rule of thumb to follow is this: Centerline radius of channel should be at least three (3) times the bottom width.

11) Trickle Channel. All channels and detention basins with a bottom width of eight (8') feet or greater must have a trickle channel, a minimum of five (5') feet wide, following the centerline to facilitate positive drainage to the outfall or the entire length of the channel.

H) STORM SEWERS

1) For all ordinary conditions, storm sewers shall be designed on the assumption that they will flow full under the design discharge; however, whenever the system is placed under a pressure head, or there are constrictions, turns, submerged or inadequate outfall, etc., the hydraulic and energy grade lines shall be computed and plotted in profile. In all cases adequate outfalls shall be provided and the system adequately designed. Show the HGL in the profile.

2) No public storm sewers shall be less than twenty-four (24") inches in diameter, and all junctions shall have an access manhole a minimum of five (5') foot in diameter meeting the access criteria in the latest version of the Standard Construction Details and the Technical Specifications. All structures shall conform to the HS-25 loading standard within streets or along any potential vehicle route (including drainage easements)

3) Minimum easement widths for storm sewers will be the greater of fifteen (15') feet or six (6') feet on both sides of the extreme limits of the storm sewer width (e.g. the easement width for a three (3) barrel ten (10')-foot wide box culvert with six (6")-inch walls would be (3 x 10') + (4 x 0.5') + (2 x 6') = 44').

I) INLETS AND OPENINGS

1) Drop Curb Openings - Where drop curb openings are used to take storm water off the streets and into drains or swales, the length of the curb opening can be calculated from the weir formula using the coefficient of 3.087 in the following formula:

$L = Q \div (C_w * h^{3/2})$

Where:
L = the length of drop curb opening required in feet
Q = amount of flow in cubic feet per second (cfs) based on twenty-five-year design frequency
C = 3.087
h = head of weir in feet

Gutter line depressions will be permitted where such depressions will not hinder the flow of traffic. For amount of curb exposure, conform to Texas Department of Transportation San Antonio District Inlet Type I or II.

2) Curb or Drop Inlets. Where drop inlets are used, the City standard inlets with adequate reinforcing steel may be used. All other types or designs shall be subject to the approval of the City Engineer or his/her designee. The following formulas for inlet capacity are based on drop inlets in sag points. Inlet capacities on grades will be considered less, the amount of which depends on street grades, deflections, cross slopes, depressions, etc.

3) Grate Inlets. The flow of water through grate openings may be treated as the flow of water through a rectangular orifice. The following formula may be used for determining grate capacity:

$Q = C_o * A * (2*g*h)^{1/2}$

Where:
Q = discharge in cubic feet per second
C_o = orifice coefficient of discharge (taken as 0.70)
g = acceleration due to gravity (32.2 ft./sec^2)
h = head on the grate in feet
A = net area of the openings in the grate in square feet

This formula gives the theoretical capacity of the grate inlet. Since grate inlets are subject to considerable clogging, capacity of the grate inlet will be taken as one-half (1/2) on the value given by this formula.

4) Curb Opening Inlets. The capacity of curb opening inlets will depend on whether or not the opening is running partially full or submerged. If the depth of flow at the curb opening inlet is such as to cause a partially full opening, a weir effect will develop, and the following formula will apply:

$Q = C_w * L * h^{3/2}$

Where:
Q = the discharge of capacity in cubic feet per second
C_w = the weir coefficient of discharge (3.087)
L = the length of curb opening in feet
h = the head or depth of water at the opening in feet

If the depth of flow at the curb opening is such as to fully submerge the opening, the orifice effect will develop, and the formula used shall be identical to that given under grate inlets with the exception that the head, h, on the curb opening orifice shall be taken as the depth from the top of the water surface to the center of orifice or opening; one hundred (100%) percent efficiency will be allowed for curb opening inlets. In no case, shall a pedestrian facility be placed in an area to be inundated by water during the design storm event.

5) The pedestrian facility should be elevated so as to avoid inundation and adequate railing shall be provided as required per paragraph H.8.e of this section.

J) DETENTION BASINS

For projects with an increased impervious area of greater than 0.1 acres, for all new developments or redevelopment of individual parcels of property, detention basins may be used to mitigate peak flow rates to predevelopment or existing development conditions.

1) The maximum allowable outflow rate from the detention facility must be restricted to the flow rate from the undeveloped or existing development tract for the 2-year, 5-year, 10-year, 25-year and 100-year frequencies. Best management practices shall be used in the design of detention facilities in accordance with this section. The timing of the hydrograph released from the detention facility must be checked against the timing of the flow rate in the first open watercourse to prevent any increase in the peak flow rate in the receiving watercourse. For detention basins constructed in-line on an existing watercourse, the creation of the basin shall not increase flood elevations in the channel upstream of the new development boundaries.

2) On-site detention facilities must be privately owned and shall be maintained by the community or property owner association or property owner. A maintenance schedule shall be submitted to the City

Engineer or his/her designee prior to approval of construction plans. The City will have the right to do periodic inspections of privately owned and maintained detention facilities to ensure that the maintenance schedule is being implemented.

3) Multi-use facilities are encouraged, but not required (multi-use facilities allows for water quality, satisfy TPDES requirements, enhance around water recharge, provide open space, provide recreation or other amenities, and/or provide habitat) and may be utilized so long as the facility meets the standards set forth in subsection (F.1) of this section and does not increase the rate or volume of erosion above that which would result from the use of a facility without multiple uses. The use of multi-use detention facilities to alleviate existing flooding problems, enhance and provide amenities for older neighborhoods, and support the revitalization of economically depressed areas is encouraged in public and private redevelopment initiatives.

4) Maximum water depths over six (6') feet will not be allowed without prior approval of the City Engineer or his/her designee.

5) Fencing or other approved safety barrier is required when side slopes and total depth meet the criteria specified for channels in paragraph H.8.e. of this section.

6) Parking areas may be used as detention facilities provided the depth does not exceed eight (8") inches, and the impounding of storm water does not impact the adjacent buildings.

7) Stage- Storage- Discharge tables for basins and associated outlets will be required upon plans and within the SWMP.

8) Pumped detention systems will not be an acceptable method of storm water mitigation unless the facility will remain privately owned, operated, and maintained. The City will approve the use of a pumped facility for private use under the following conditions:

   a) A gravity system is not feasible from an engineering and reasonable economic standpoint.
   b) At least two (2) pumps are provided, each of which is sized to pump the design flow rate.
   c) The selected design outflow rate must not aggravate downstream flooding.
   d) Controls and pumps shall be designed to prevent unauthorized operation and vandalism.
   e) Adequate assurance is provided that the system will be operated and maintained appropriately on a continuous basis.

9) Storm water retention with permanent wet pool systems will not be an acceptable method of storm water mitigation unless the facility will remain privately owned, operated, and maintained. The City will approve the use of a wet pool system for private use under the following conditions:

   a) A gravity system is not feasible from an engineering and reasonable economic standpoint.
   b) The volume below the discharge invert shall not be considered for detention capacity.
   c) Mitigation measures must be included in the design of the facility to ensure water quality and prevent nuisances and environmental hazards.
   d) Facility shall not promote a bird hazard or any other hazard that would negatively impact Joint Base San Antonio (JBSA) or its mission.
   e) Adequate assurance is provided that the system will be operated and maintained appropriately on a continuous basis.

K) OUTFALLS/OUTLETS/TRANSITIONS

If the velocity at an outfall or outlet of a channel, storm drain, or detention pond to an earthen/grass lined channel is greater than six (6') feet per second (fps), provide energy dissipaters or other means to reduce velocity and prevent erosion.

Provide retard spacing and concrete transition length calculations to account for the effect of hydraulic jumps.

Adequate space shall be provided for the transition of flow from a concentrated point to Sheet Flow (to mimic predevelopment conditions) before the discharge leaves the developed Property.

4.6 STORM WATER CHECKLIST

City of Schertz Storm Water Management Plan (SWMP) Checklist		N/A	Complete	Incomplete
A.	**GENERAL**			
1.	Signed, sealed & bound SWMP			
	Introduction & Project description			
	Narrative of existing and proposed hydrology			
	Summary of calculations (indicate methodology and key assumptions, time of concentration calculation, Curve Number and Runoff Coefficient determination)			
	Table of runoff values			
2.	Certification by Engineer that the resulting impact of the proposed development will not produce a significant adverse impact to downstream properties, structures, drainage facilities, and public infrastructure.			
3.	Project Location Map			
4.	Flood Insurance Rate Map (FIRM) with site superimposed			
5.	Grading Plan (As required by City Engineer): Lots grading property according to FHA Lot Grading Type (A, B, C) An upstream watershed no more than the depth of 1 residential lot or 120 feet, whichever is greater, may drain to a platted lot unless an interceptor drain is provided.			
6.	Aerial map: Delineate site boundary, contributing watershed, downstream flow path to 100-year facility, flood plain and floodway location			
B.	**HYDROLOGY**			
1.	Drainage Area Map (to scale) for Existing and Ultimate Conditions			
	Show site boundaries, overall drainage areas and sub- areas, acreage of each of each drainage area, and discharge locations, downstream flow path to 100-year facility			
	Provide Existing & Design time of concentration flow paths with length & slope shown Table of runoff values at key locations			
	Existing and proposed topographic information with maximum two (2) foot contour elevations			
	Flood plain and floodway location, with BFE indicated			
2.	Detailed Q calculations include:			
	Time of Concentration (provide detailed calculations) (NRCS method): Minimum 5 minutes total Overland Sheet – Length, slopes, (max 20 minutes) max 100 feet Shallow Concentrated Flow – Length, slopes Concentrated Flow – Length, slopes, assumed v ≥ 6 fps			
	Rational Method: Rational Method for watersheds 0 to 50 Acres, Tc≤20 minutes, peak flow analysis only, no flow routing required, no floodplain analysis Verify Rainfall Intensities (i) & Runoff Coefficient (C)			
	Unit Hydrograph Method (TR 20 or HEC HMS, etc.): SCS or other Hydrograph Method for larger watershed or flow routing Required (detention pond) SCS curve number, CN value: provide detailed calculations & exhibit Routing Values (if used): Provide detailed calculations			
	Routing Method: Modified Puls or Muskingum Soil Survey Map of area (site delineated, soil type & acreage of each soil group)			

C. HYDRAULICS				
1.	General: For all storm water facilities with drainage area > 100ac, design for Q100 All storm water facilities shall be designed for Ultimate development			
2.	Street Capacity: Local: Q25 contained within curbs, Q100 contained within ROW Collector: Q25 contained within curbs AND one lane shall remain clear Arterial: Q25 within curbs AND one lane in each direction shall remain clear			
	Streets draining a watershed greater than one hundred (100) acres must be designed for the one hundred (100) year frequency storm			
	Velocity <10 fps			
	Street draining to unpaved surface runoff velocity < 6fps			
	Lateral curb opening sized as weir			
3.	Channels: (provide detailed calculations) If Drainage area < 100ac: Q25 plus freeboard If Drainage area > 100ac: the greater of Q100 or Q25 plus freeboard			
	Slope Conveyance Method (Mannings) – for small channels (BW≤20) not floodplain, nor affected by backwater. Provide section of channel Indicating normal depth, velocity, Froude number			
	Standard Step Back Water Model (HEC RAS or similar) – for large channels (BW>20'), channels within floodplain, or channels controlled by backwater. Provide plan and profile indicating HGL and EGL			
	Concrete channel: Manning's "n" minimum of 0.015 Hydraulic jump calculations			
	Earthen channel: Appropriate Manning's "n" Velocity < 6 fps			
	Channel bend extra freeboard calculations			
	Turf Reinforcement Matting: 6 fps < Vel < 12 fps If > 12 fps, engineer's report should certify that material is appropriate for velocity. Include manufacturer spec's & installation instructions. Engineer to certify at final inspection that material was installed correctly.			
	Interceptor Channel: Easement width calculation			
	Floodplain Submittal is required if property is within or next to a FEMA designed special flood hazard area			
4.	Storm Sewer			
	Inlet designed for 25-yr capacity			
	HGL/EGL: provide detailed calcs (including junction losses). Show in profiles of pipe EGL: below top of junction box or, if approved by City, specify bolted manhole covers. HGL: below gutter			
	Downstream tail water depth calculation			
	Min storm sewer pipe diameter = 24 inches. Pipe velocity between 2 fps and 12 fps			
5.	Culverts			
	Culvert design for 25-year event unless upstream watershed is greater than 100 acres, then it shall convey the 100-year runoff.			
	Designed according to FHWA HDS-5			
	Headwater does not overtop road			
	Box culvert, headwalls and wingwalls to conform to TxDOT design standards			
6.	Detention Basins			
	Indicate area to drain to detention basin			

	Provide inflow and outflow hydrographs for 2-yr, 5-yr, 10-yr, 25-yr, and 100-yr (proposed, ultimate)			
	Provide required storage for the 2-yr, 5-yr, 10-yr, 25-yr, and 100-yr (proposed, ultimate)			
	Check tailwater conditions on outlet structure			
	Include a stage/storage/discharge table			
	Provide details on outlet structure (invert, sizes, slopes, details on plan sheet) indicate depth per rainfall event.			
	Verify pond height is 6' high or less from toe on downstream side of embankment (existing grade) to the top of the structure. If not, overflow spillway must have capacity for 100% of the ultimate development probable maximum flood (PMF) and TCEQ approval may be required.			
	Modified rational is not accepted			
	Provide maintenance schedule			
	Provide results in tabular format with detailed calculations for allowable/existing, proposed, and ultimate discharges from the structure. Provide Electronic files of model			
7	Outfalls/Outlets/Transitions			
	If velocity > 6fps at transition to earthen channel, provide energy dissipaters or other means to reduce velocity. Provide retard spacing and concrete transition length calculations (hydraulic jump)			
	Receiving facility (street, channel, culvert, etc.) capacity to accept runoff.			
8.	Easements			
	Widths include freeboard and access			
9.	Storm Water Pollution Prevention Plan			
10.	Maintenance agreement/plan			
D. ADDITIONAL ITEMS IF FLOODPLAIN WORK IS PROPOSED				
1.	Narrative Table of Contents and abstract or executive summary Introduction that includes project description and history, location, scope and objective of analysis, previous and related studies that may affect this analysis. Summary, conclusions, vicinity map and recommendations. Include the Impact on the floodplain's Q, WSEL & velocity.			
2.	Provide detailed Hydrology calculations for changes in hydrology or for unstudied stream reach, see SWMP above (with electronic copy of model)			
3.	Provide detailed Hydrology calculations for changes in hydrology or for unstudied RAS or standard step backwater analysis model: 25 year existing and ultimate development condition hydraulic analysis 100 year existing and ultimate development condition hydraulic analysis			
4.	Provide plans and calculations for channel outfalls perpendicular to the floodplain. Channel outfall must be taken to the invert of the receiving channel or show the velocity to be less than 6 fps going down the side slope.			
5.	Plotted water surface profiles for the 100-year flows (if applicable)			
6.	Provide channel cross sections (existing superimposed on proposed) show the drainage easement, Manning numbers, property lines, structures, etc.)			
7.	Provide a summary table of the hydraulic model (HECRAS) of the floodplain within the platted area			
8.	Copy of all permits needed under the authority of USACE, TCEQ, or any other applicable regulatory authority			
9.	Current Effective dFIRM of project area			
10.	Grading Plan (existing and finished contours)			
11.	Provide Topographic Work Map: show plan view of project limits, cross sections, existing/proposed contours, proposed development, current and revised flood plain limits, property lines, drainage easement, engineers signature and seal			

12.	Provide U.S.G.S. Quadrangle maps showing overall drainage areas, runoff coefficients, time of concentration, intensity.			
13.	Floodplain Development Permit			
14.	Elevation Certificated (if applicable)			
15.	FEMA CLOMR / LOMR/LOMRa/LOMRf			
	Provide the applicable items listed above			
	MT-2 Form 1 Sec D: Provide Owners and Engineer's original signature			
	MT-2 Form 2 Sec A: Provide an attached explanation if sediment transport is not considered			
	MT-2 Form 2 Sec B 4: Model names in this section must match the models listed in the CD			
	For Map Revision Detail study includes 10, 50, 100, and 500-year Analysis			
	If applicable, provide As Built Grading Plan with engineer's seal and signature			
	Recommend providing Check-RAS output			
	Provide existing and proposed FEMA FIRM Maps with the following: **Existing** – Label Map "Current" and show the site boundaries. **Proposed** – Label Map "Revised", show site boundaries, show only the proposed floodplain limits, floodplain must be in the existing floodplain upstream and downstream, show the proposed streets centerline only and label, show the upstream and downstream limits of study.			

SECTION 5 – SANITARY SEWER REQUIREMENTS

5.1 GENERAL

All subdivisions shall be provided with an approved sewage disposal system. An Engineering Design Report for wastewater shall be submitted for review by the City Engineer or his/her designee. The report should contain a map of the service area, development LUE count, design flow rates and calculations (Average Dry Weather, Peak Wet Weather flow), design capacity of the sewer, minimum and maximum velocities, and a statement declaring that minimum velocities and pipe capacities have been met. If the project is to require a lift station and force main, the sizing of the wet well, pumps, controls, and force main shall be included in the report. The sanitary sewer collection system shall be designed in accordance with the standards and specifications set forth hereinafter.

A) The Developer shall dedicate, at their own cost, such right-of-way and construct such sanitary sewer main and appurtenance of such size as to adequately serve the area being subdivided as determined by the City or the utility company under whose jurisdiction the subdivision falls.

5.2 MINIMUM STANDARDS

A) Design Criteria: All gravity sewers shall be PVC gravity sewer pipe and fittings meeting the requirements of ASTM Specifications D 3034 and shall be SDR 26. All structures shall conform to the HS-25 loading standard within streets or along any potential vehicle route (including sewer easements).

B) Minimum size of sewer mains shall be eight (8") inches in diameter and all house connections in streets or alleys must be six (6") inches in diameter belonging to the owner of the lot. The minimum and maximum pipe slopes and velocities shall be in accordance with TCEQ standards (30 TAC Ch 217.53(1)(2)(A) table C.2). All sanitary sewer collection mains shall be of sufficient size to serve the peak dry weather flow from the service area plus infiltration and inflow. Provide flow calculations including the details of the average dry weather flow, the dry weather flow peaking factor, and the infiltration and inflow. The flow calculations must include the flow expected in the facility immediately upon completion of construction and at the end of a fifty (50) year life. The line must conform to the City's current Sanitary Sewer Master Plan.

C) The following criteria shall be used in formulas in the design of sewer system:

1) Average Dry Weather Daily Flow is based on 245 gpd/LUE (living unit equivalent).

2) Peak Dry Weather Daily Flow is based on a peaking factor of 3.0.

3) Peak Wet Weather Flow is Equal to Peak Dry Weather Flow plus Inflow/Infiltration.

Table 5.2A
Flow From Contributing Population (245 gpd/LUE)

Residential	LUE/each	1
Apartments & Extended Living	LUE/unit	3/5
Hotel/Motel	LUE/unit	1/3
Business	LUE/person	20/245
School	LUE/student	15/245
Unknown future development	LUE/acre	4

Rates for other non-residential development may be obtained from actual water usage, TCEQ, Wastewater Usage Rates (30 TAC §285.91 Table III (use rates without water saving devices for existing facilities and rates with water saving devices for future facilities) or other method approved by City Engineer.

Table 5.2B
Infiltration

Source of Infiltration	Amount of Infiltration In Gallons Per Day Acre
Residential Area – Level to 7% slope	700
Residential Area – 7% To 15% Slope	500
Totally Undeveloped Areas	360
High Water Table (Creek Beds, Lake Areas)	1450
Business and Industrial Areas	1000

D) The Developer shall furnish lift stations with Supervisory Control and Data Acquisition (SCADA) equipment where necessary. These shall be constructed only after approval by the City.

E) Sewage treatment plants and sewer systems must conform to the requirements of Texas State Department of Health.

F) Manholes: All manholes shall be a minimum of five (5') foot in diameter for all Base and riser sections (no cones less than five (5') in diameter) with watertight manhole ring and cover meeting the Current Standard Specification and Standard Detail criteria and minimum of thirty (30") inch diameter opening.

1) Precast concrete manhole sections with steel reinforced concrete base with confined O-ring joints in conformance with ASTM C-443.

2) Base shall be manufactured in accordance with ASTM C-478. The precast base may have formed smooth invert channels cast at the angles. The invert channel shall have ¼" = 1' fall toward the outlet and inverts shall be designed to prevent reverse flow.

3) Resilient joint connectors for a watertight seal between the manhole base and specified line pipe shall be provided. This joint shall comply with ASTM C-923.

G) Construction methods shall be in strict accordance with the manufacturer's installation procedures and recommendations. The items below are listed for emphasis:

1) The City shall be advised forty-eight (48) hours before any construction is started for adequate scheduling inspection to be provided.

2) Sewers shall be located in the centerline of streets and four (4') feet from the north or east lines where in alleys or as otherwise approved. Mains within earthen channels/drainage ways shall be protected from scour; a scour analysis may be required.

3) All sewer lines shall be placed on line and grade as directed by the Design Engineer.

4) Manholes shall be placed at all deflection, intercept and terminating points on the public system and spaced not more than five hundred (500') feet apart.

5) Manholes shall be provided at intersecting streets or alleys where there is a possibility of future extensions.

6) Drop Manholes should be used sparingly and generally, only when it is not economically feasible to steepen the incoming sewer, in no case should a drop be used for a fall less than two (2') feet and all shall be interior drop manholes.

7) Sewer laterals shall be terminated in a cleanout at the property line. A sewer lateral may only serve a single customer. No cleanouts may be used on any public sewer main.

8) All non-residential service customers shall provide a sample port meeting the current City of Schertz specifications or approved by the City Engineer or his/her designee on all service laterals within the property. The sample port should be in an area readily accessible to City and/or sewer service provider's representative and clear of pedestrian and vehicular traffic.

9) Manholes located in the area to be paved shall be left covered below sub-grade until the street contractor has completed the street and then it shall be reset to finished grade.

10) Compaction of sewer trench and lateral backfill shall be according to Section 02317 – Excavation and Backfill for Utilities of Schertz Technical Specifications. Each lift of backfill shall be tested and pass density requirements prior to the next lift of material being placed.

11) Construction over the Edwards Aquifer: For subdivisions constructed over Edwards and associated limestone formation, all construction shall meet the latest revision and requirement of the Texas Commission on Environmental Quality.

12) All manhole section joints shall be wrapped with an external seal wrap meeting Technical Specification 02082 and installed according to manufacturer's recommendations.

13) Encapsulate manholes with flowable fill from bottom of base, minimum of one (1') foot around walls, up to bottom of concrete collar.

5.3 MINIMUM SANITARY SEWER TESTING REQUIREMENTS

A) PUBLIC SANITARY SEWER LINE AIR TESTING

1) Description: This item shall cover the testing of completed sections of installed sewer pipe using low-pressure air tests on all completed sections of sanitary sewer mains.

2) The air test will be used to evaluate materials and construction methods on the pipeline sections and successful air tests shall be mandatory for the acceptance of the lines.

B) MATERIALS FOR TESTING

1) Compressor Air Supply: Any source which will provide at least three hundred (300) cubic feet per minute at one hundred (100 psi) pounds per square inch.

2) Plugs, Valves, Pressure Gauges, Air Hoses, Connections, and other equipment necessary to conduct the air test, shall be furnished by the contractor. The test equipment for air testing will consist of valves, plugs and pressure gauges used to control the rate at which air flows to the test section and to monitor the air pressure inside the plugs. Test equipment shall be assembled as follows:

a) Hose connection
b) Shut-off valve
c) Throttle valve
d) Pressure-reduction valve
e) Gage cock
f) Monitoring pressure gauge

3) Test Procedures:

a) Determine and isolate section of line to be tested
b) Apply air pressure until the pressure inside the pipe reaches 4 psig.
c) Maintain 4 psig for duration of test length and record.

If no decrease for the duration shown in the allowable table, the pipe shall be presumed to be free from problems If any pressure decrease is detected, or pipe breakage, joint leakage or leaking plugs are indicated, an inspection must be made to determine the cause.

The contractor shall make such repairs as may be required to accomplish a successful air test. If repairs are needed an additional thirty (30) day waiting period for final backfill will be required before follow-up deflection and pressure testing (see Section 4 below).

See Section 02533 – Acceptance Testing for Sanitary Sewers. City of Schertz Technical Specifications for a table of time allowed for pressure loss.

4) Deflection by testing

Flexible gravity sewer lines shall be tested for deflections by use of a go-no-go testing mandrel calibrated for five (5%) percent maximum deflection of the inside diameter to the pipe. No deflection testing can occur until a minimum of thirty (30) days after final (density-tested) backfill.

5) Additional Testing and Criteria

See Section 02533 – Acceptance Testing for Sanitary Sewers. City of Schertz Technical Specifications for a table of mandrel sizes, as well as vacuum testing of manhole procedures and requirements for filming of sewer mains. No vacuum testing on manholes or sewer mains shall be performed before final pavement is laid or final backfill and grading is complete. If any additional work is done in the vicinity of the manholes or sewer mains after testing is completed, an additional round of testing may be required at the Developer's expense.

SECTION 6 – WATER REQUIREMENTS

6.1 GENERAL

All subdivisions within the City and its ETJ shall be provided with water supply and water distribution systems constructed in compliance with an approved water system. An Engineering Design Report for the water system will be submitted for review by the City Engineer or his/her designee. The report should contain a map of the area to be served, development LUE count, design flow rates and calculations, available local pressures, and a statement declaring that minimum pressures and flow rates will be provided. If additional storage of pressure will be needed the sizing and design of the pumps and storage facilities will be included in the report.

A) Facilities Required: Every lot in a subdivision shall be provided with an approved supply of water, either by the construction of a supply and distribution system connected to an adequate approved public water system or, if such public source is not available, by construction of a complete water system, including a safe, adequate water source, proper treatment facilities, pumps, storage facilities and distribution system, approved by the TCEQ.

B) The Developer shall dedicate, at his own cost, such right-of-way or easement and construct such water main, water lines, fire hydrants and appurtenance as such size as to adequately serve the area being subdivided as determined by the City or the utility company under whose jurisdiction the subdivision falls.

6.2 MINIMUM WATER STANDARDS

A) FIRE HYDRANTS

1) Hydrant location must follow both of two rules:

a) No structure should be further away than four hundred (400') feet from a fire hydrant as a fire house would lay (or as required by the Fire Marshal)

b) Hydrant spacing along a water main should not exceed five hundred (500') feet in single-family residential areas or three hundred (300') feet in any non-residential, multifamily dwelling, or heavily congested residential area.

2) Fire Hydrants branch lines shall connect to an eight (8") -inch water main and in no case be longer than one hundred (100') feet.

3) Any new fire hydrant along a roadway is required to have a hydrant locator Type II blue reflector installed in the roadway or fire lane, perpendicular to the hydrant two (2') feet off centerline.

4) No private fire lines shall exceed one thousand (1000') feet in length without redundant connections to public main and shall meet all the design criteria and construction specifications required within the most current editions of the Technical Specifications Manual, NFPA 24, and the most current, adopted International Fire Code. See additional criteria in Section 6.3.G below.

B) WATER MAINS

1) Design Specifications: The water distribution system design shall include the minimum requirements of the Texas State Fire Insurance commission for residential, mercantile, and industrial areas in addition to the requirements for a peak hour customer demand a determined by the City Engineer or his/her designee.

2) Supply Mains: Supply mains in the distribution system shall be looped and have a minimum size of twelve (12") inches diameter. Supply mains should be located generally where shown on the City of Schertz Water Master Plan but should be sited so the length between cross connecting supply mains does not exceed six thousand (6000') feet.

3) Distribution Mains: Mains shall be looped between supply mains and shall have a minimum of eight (8") inches in diameter. The maximum length between distribution main cross connections shall be the shorter of the two following lengths: three thousand (3,000') feet, or a length that would by fluid friction render the line incapable of producing the flows and pressure set out herein for the type of area to be served considering pressure and flows that exist at the supply main's connections as determined by the City Engineer or his/her designee.

a) Mercantile and Industrial Mains: Mains in all mercantile areas shall be located in rights-of-way or water easements and shall be sized to provide minimum fire flow from any single hydrant of not be less than one thousand five hundred (1,500 gpm) gallons per minute with twenty (20 psi) pounds per square inch residual pressure.

b) Residential Mains: Domestic mains shall be installed in dedicated street right-of-way or water easements and sized so that the minimum fire flow at any single fire hydrant shall not be less than seven hundred fifty (750 gpm) gallons plus two (2 gpm) per minute for every lot in the subdivision with thirty (30 psi) pounds per square inch residual pressure.

4) One LUE (Living Unit Equivalent) produces a water demand of:

c) 2 gpm peak hour flow demand

d) 1 gpm peak day flow demand

e) 300 gpd (0.208 gpm) average daily flow

f) Peak Flow Factor formula:

$PFF = (18+ (0.0144*F)^{0.5}) / (18+ (0.0144*F)^{0.5})$
Where, F = avg flow (gpm) = 70*gpcd*population/1440

5) Connections for combination domestic and fire service lines are not permitted. Separate connections to the main are required for domestic and private fire lines.

6.3 DESIGN CRITERIA

A) Water Mains within the City's Jurisdiction shall be ANSI/AWWA C900 or C905 PVC DR 14 or as allowed in Sections 02511, 02501, 02502, 02506 of the Technical Specifications or other material as approved by the City Engineer or his/her designee.

1) Minimum Working Pressure in any part of the system shall be twenty (20psi) pounds per square inch during fire flow conditions and two thirds (2/3) of the normal water use domestic or commercial. This pressure pertains to the point of delivery of water to the consumer at the house service line, and for residences not exceeding two stories. A minimum working pressure of thirty-five (35) psi should be provided wherever possible.

2) Normal Working Pressure under average conditions of flow should range between thirty-five (35) psi and seventy (70) psi.

3) Maximum Pressures in excess of one hundred (100) psi should be avoided. Anything over 80 psi shall be protected with pressure release valve to be owned and maintained by the homeowner.

4) No Private Water Supply shall be installed in any subdivision in the City limits or City of Schertz service area without City Council approval and a water franchise agreement.

B) The depth of cover of the main shall be not less than forty-eight (48”) inches from the top of pipe. Any mains with less than forty-eight (48”) inches of cover from the top of pipe shall be lowered to meet the minimum depth of cover. Mains within earthen channels shall be protected from scour (a scour analysis may be required).

1) Any new water mains to be placed under a non-residential driveway shall be cased in steel pipe. Exceptions to the requirement for casing will be determined by the City Engineer and will be based on conditions such as depth of planned or existing main, availability of other site access, type of facility accessed by driveway, and other site constraints.

2) Water mains crossing existing thoroughfare right-of-way (collector class and larger) shall be encased in steel pipe.

3) Utility trench backfill shall be in accordance with Section 02317 – Excavation and Backfill for Utilities of the Technical Specifications. Each lift of backfill shall be tested and pass density requirements prior to the next lift of material being placed.

4) The practices of water jetting or ponding backfill in roadways, drainage right-of-way, driveways, concrete or paved easements are NOT ACCEPTABLE

C) Water Service Lines shall be constructed using an approved double strapped saddle copper service line with suitable brass CC threaded compression gasket and compression stops. Developers will also be required to install the angle stop and meter box before acceptance by the City. Meter boxes are to be as shown in standard details and shall be installed at the finish grade of the property to be served. A blue painted dot on the curb over and "x" etching shall mark location of new meters.

D) AIR RELIEF AND BLOW-OFF VALVES AND DEAD-END MAINS

1) Air relief valves and blow-off valves should not be used except in locations where fire hydrants are not practical or at true dead-end mains. Air relief valves shall be located at high points on the line and blow-off valves shall be placed at low points. Air release valves shall be cast-iron stainless-steel screens and have a two (2") inch operating nut and a PVC plug.

2) No new dead-end mains shall be installed except as temporary stub-outs to future development or along ROWs to undeveloped properties as approved by the City Engineer or his/her designee. No dead-end water main providing domestic service shall be permitted. Looping is required for redundancy and water quality. In no case shall a dead-end main be longer than five hundred (500') feet. No new blow-offs will be accepted except at the end of a temporary dead-end main to be extended with further development. No blow-offs will be allowed at the end of cul-de-sacs. Mains should be looped at the end of the cul-de-sacs through water easements. A reduced main size (less than 8") may be approved if line is only provided to connect the end of a cul-de-sac within a subdivision. Water easements should not cross single family residential lot lines unless approved by the City Engineer or his/her designee.

E) GATE VALVES

1) Location of the valves shall be uniformly located in a standard area such as street curb line extension to facilitate location. A valve box, with its cover at the finish grade, shall always be placed over a buried valve. A sufficient number of valves should be placed in the distribution system so that a short section of main may be repaired or serviced without interruption of service of more than one block. A minimum of three (3) vales shall be used as crosses and two (2) valves at tees. Generally, valves shall be placed along a main at every other fire hydrant or at maximum one thousand (1000') foot spacing. Valves shall also be installed on each side of thoroughfare streets, railroad crossings and drainage channels.

2) Material for gate valve construction shall comply with the current AWWA Standard C-509-80 Resilient Seat Gate Valves Per Technical Specification Section 02521. All valves shall be left open (counterclockwise).

3) A blue painted “V” shall be etched into curb face to mark valves.

4) Operation of Valves: No existing valves in the City’s water distribution system shall be operated by the contractor without prior permission from the Public Works Department. The contractor shall notify the Public Works Department, Engineering Inspector, all affected customers a minimum of two (2) working days or forty-eight (48) hours in advance of any outage. Contractors shall not operate a valve outside the presence of the City’s representative.

F) FIRE HYDRANTS: Five and one fourth (5 ¼”) inch steamer outlet (storz connection), NST and two and a half (2 ½) outlets, NST fire hydrants shall be installed as part of the water distribution system per the City design standards. Fire hydrants shall be installed with a separate gate valve and valve box shall be per Technical Specification Section 02520. Public hydrant bodies to be factory painted red with the bonnets and caps factory painted white. Private hydrants shall be factory painted all red.

G) Private fire lines shall meet the City’s specifications for pipe material and trench backfill.

1) A Double Check Assembly (DCA) if metered, or a Double Check Detector Assembly (DCDA) backflow device if not metered, shall be provided within one hundred (100’) feet of the City’s water main on private fire lines.

2) The DCA or DCDA may be installed in a vault if proper consideration is given for drainage and clearance to vault walls for access and repair in accordance with manufacturer’s specifications.

H) PROTECTION OF WATER MAINS

1) Horizontal Separation: Whenever possible, water mains shall be laid at least nine (9’) feet, radially, from any existing or proposed sewer. Should local conditions prevent a lateral separation of nine (9’) feet, a water main may be laid closer than nine (9’) feet to a sewer if it complies with 30 Texas Administrative Code (TAC) (or TCEQ rules) Chapter 217: Rule 217.53.d.

2) Vertical Separation: Whenever sewers cross under water mains, the water main shall be laid at such an elevation that at the bottom of the water main is a least nine (9') feet above the top of the sewer. The vertical separation shall be maintained for that portion of the water located within ten (10') feet horizontally of any sewer it crosses.

3) Special: When it is impossible to obtain proper horizontal and vertical separation, both the water main and sewer shall be constructed in accordance to 30 TAC Chapter 217: Rule 217.53.d.

4) Relation to Sewer Manholes: No water main shall pass through, or come in contact with, any part of a sewer manhole. All sewer design shall meet 30 TAC Chapter 217: Rule 217.53.d.

5) Cross Connections: There shall be no physical connection between the distribution system and any pipe, pumps, hydrant, or tanks, which are supplied, or may be supplied, with water that is, or maybe, lesser standards or contaminated.

6) Water Mains Near or Crossing Obstructions: Water mains within ten (10') feet of railroad tracks or crossing under railroad tracks shall be Ductile Iron Pipe equipped with restrained clamps or other acceptable provisions to minimize the effect of vibration. For mains crossing under waterways, a valve shall be placed at both ends of such crossing to permit isolation for repair and testing of the section.

7) Sampling taps shall be provided to facilitate sanitary control, typically one (1) per subdivision. These taps shall not be subject to flooding.

I) Disinfection of Water Mains: The mains shall be disinfected in accordance with AWWA Standard for Disinfecting Water Mains – C651, the requirements of the TCEQ, and the City of Schertz Technical Specifications Section 02514 – Disinfection of Water Lines. This applies to newly laid mains or after main system repairs are made.

J) Asbestos Cement (AC) Mains: AC mains shall be replaced with currently acceptable pipe materials a minimum of five (5') feet from the limits of any new taps including fire line, domestic, and irrigation taps. Regardless of where that five (5') foot distance falls, any AC main removal must be done from collar to collar (whole pipe lengths only). AC mains shall also be replaced where any grading work removes any depth of cover from the water main.

6.4 MINIMUM WATER TESTING REQUIREMENTS

Flushing, hydrostatic testing and chlorination of the City water main shall be in accordance with the City of Schertz Technical Specifications Section 02515 – Hydrostatic Testing of Pipelines, current AWWA standards as well as TCEQ rules and regulations.

For all water lines, expel air and apply minimum test pressure of 200 psi for four (4) hours. During the test, pressures shall not vary more than ±5 psi.

SECTION 7 – INSPECTIONS AND TESTING

7.1 LABORATORY TESTING:

A) The sub-divider shall notify the City at least one week prior to the contractor beginning construction. Contractor shall be required to notify the City a minimum of at least forty-eight (48) hours in advance of all testing being performed.

B) All materials to be used in subdivision construction shall be subject to testing if warranted. The preponderance of testing to be performed in subdivisions is directly related to ensure quality of construction. Street construction and a series of laboratory tests normally associated with road and street construction will be required in subdivisions with said tests being performed by an independent testing laboratory using qualified personnel. The design (or consulting) engineer or his designated representative and the City Inspector shall be present at all testing.

Whenever a Developer, contractor or engineer needs an inspection of any street or utility improvement, the City Engineer or his/her designee shall be contacted first a minimum of at least forty-eight (48) hours in advance of the inspection. The design engineer or his designated representative shall be present at all inspections.

Regarding testing of water and sewer lines, all testing will be done according to American Water Works Association (AWWA), ASTM and ASCE Standards.

In addition, the following procedures for testing of these lines will be as follows:

1) No new water lines will be connected directly to an existing City line. A backflow preventer with a hand valve (jumper) shall be used between old and new lines for loading.

2) No new sewer lines will be installed in a manner that would prevent testing of any part of the new line. All new sewer lines will be tested. No connection to or work on the existing system shall begin until testing has been completed satisfactorily and notice has been given to the City.

3) Pre-testing of water and sewer lines will be conducted by contractor prior to calling for an inspection to assure all lines will hold required pressure.

C) With regard to street inspection: Streets shall be checked by contractor, to ensure readiness; prior to calling for an inspection. No streets covered with debris, vehicles or equipment will be inspected.

D) Minimum test spacing set out shall be not less than five hundred (500') feet. No piecemeal inspection of parts of lines or small sections of streets will be made. However, with regard to subgrade inspections, sections of the street can be inspected when needed to protect the subgrade from bad weather or other conditions that may deteriorate the sub-grade. No more than three (3) subgrade inspections will be made in any one (1) subdivision unit.

E) The City staff, or an authorized inspector, may at the direction of the City, inspect all subdivision site work at any time and any stage. The City shall bear the cost of all inspections and the sub-divider shall bear the cost of all re-inspections. The judgment of the City and/or the City Engineer as to the need for any re-inspections of any part thereof, at any stage, shall be final.

F) Testing will be performed by an approved, independent testing laboratory. The following test schedule will be adhered to:

1) Streets: subgrade moisture, density test at the rate of one per one hundred (100') feet of street.

2) Flexible Base: P.L., L.L., P.I. and gradation of material used; moisture, density test on same spacing as subgrade.

3) Concrete Structures: Concrete cylinders, one/100 cy placed or for each pour is less than 100 cy shall be taken for curbs, drainage structures and sidewalks.

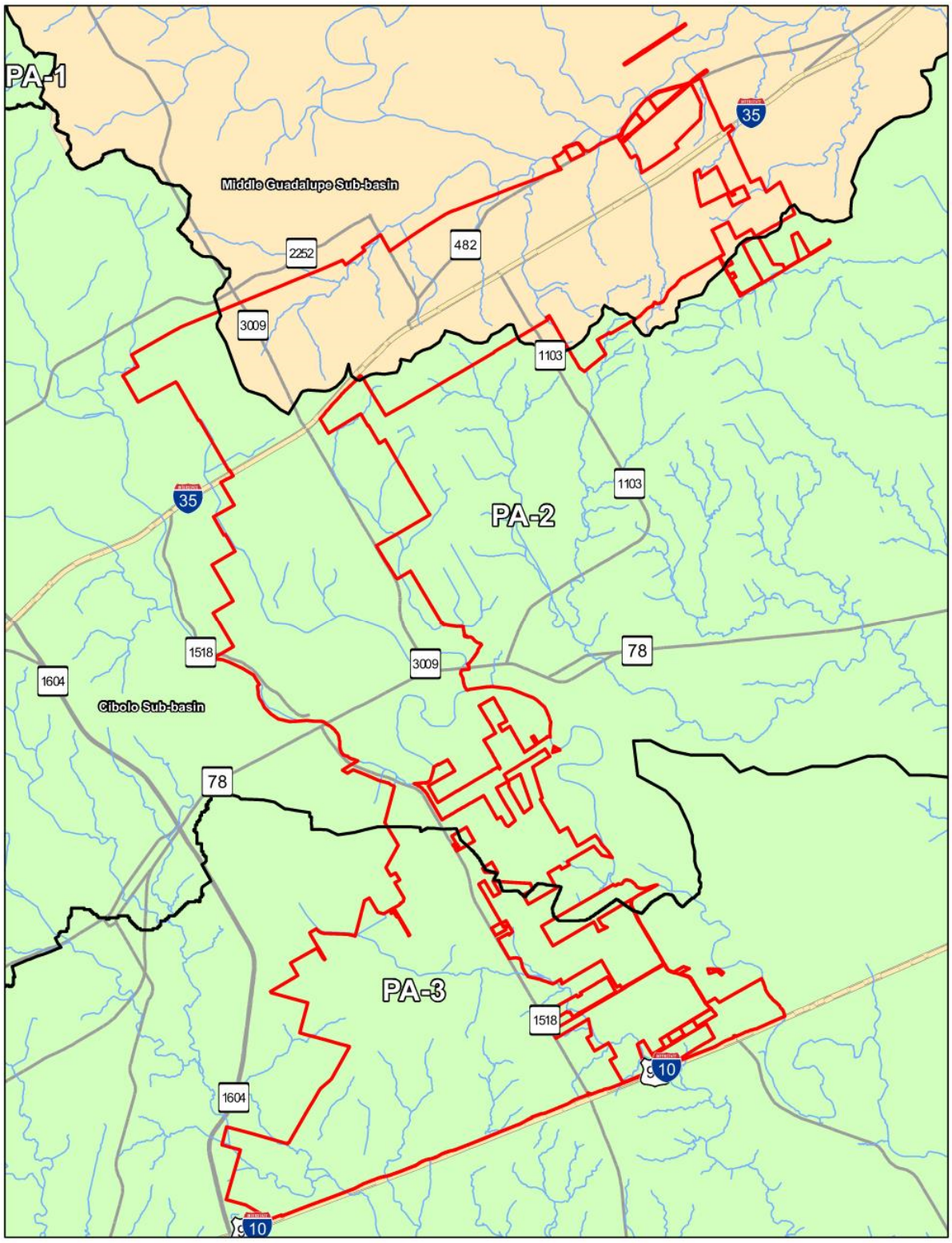
4) All testing is the responsibility of the Developer. Copies of all test results shall be furnished to the City as soon as possible. All results are to be provided before final acceptance of the subdivision by the City.

G) Before acceptance of a subdivision by the City for street or utility work, the consulting engineer responsible for the design of said work shall issue a letter to the City stating that he/she has inspected such improvements and that said improvements were constructed in accordance with the approved construction plans. Submitted along with the letter shall be “As Built” drawings showing the work to be accepted for use by the City as one (1) PDF and one (1) CAD format. These should include final surveyed coordinates and elevations of valves, curb returns, left and right gutter VPIs and all other appurtenances.

H) Guarantee of Material and Workmanship: The Developer shall be responsible for guaranteeing that all materials required under this Code and workmanship in connection with such improvements are free of defects for a period of two (2) year after such acceptance of the improvements by the City. The responsibility for all costs of the in-place improvements shall be borne by the sub-divider, and all criteria of Section 21.4.15 of the Schertz UDC shall be met before acceptance.

Appendix A

Rainfall Data



National Oceanic and Atmospheric Administration Atlas 14
City of Schertz Precipitation Areas

Precipitation Area PA-1

Intensity-Duration-Frequency (IDF) Values for PA-1

Time		Atlas 14 Rainfall Intensity (inches/hour) by Storm Frequency PA-1									
Minutes	Hours	1-year	2-year	5-year	10-year	25-year	50-year	100-year	200-year	500-year	1000-year
5	0.083	5.34	6.34	7.96	9.31	11.22	12.72	14.26	15.91	18.19	19.99
6	0.100	5.03	5.98	7.53	8.81	10.64	12.06	13.53	15.06	17.14	18.76
7	0.117	4.79	5.70	7.17	8.40	10.16	11.52	12.91	14.36	16.30	17.79
8	0.133	4.58	5.45	6.87	8.05	9.74	11.04	12.37	13.75	15.58	16.99
9	0.150	4.40	5.24	6.61	7.73	9.36	10.60	11.88	13.20	14.95	16.29
10	0.167	4.24	5.05	6.36	7.44	9.00	10.20	11.43	12.69	14.38	15.67
11	0.183	4.09	4.87	6.13	7.17	8.66	9.82	11.00	12.22	13.85	15.10
12	0.200	3.96	4.70	5.92	6.91	8.34	9.46	10.59	11.77	13.35	14.57
13	0.217	3.83	4.54	5.71	6.67	8.03	9.11	10.19	11.33	12.88	14.08
14	0.233	3.70	4.39	5.51	6.43	7.73	8.77	9.81	10.92	12.43	13.61
15	0.250	3.58	4.24	5.32	6.20	7.44	8.44	9.43	10.51	11.99	13.16
16	0.267	3.47	4.10	5.14	5.99	7.18	8.14	9.10	10.14	11.57	12.71
17	0.283	3.36	3.98	4.98	5.80	6.95	7.88	8.80	9.81	11.20	12.31
18	0.300	3.27	3.86	4.84	5.63	6.75	7.64	8.53	9.51	10.86	11.94
19	0.317	3.18	3.76	4.71	5.47	6.56	7.42	8.29	9.24	10.56	11.62
20	0.333	3.10	3.66	4.58	5.33	6.39	7.22	8.07	8.99	10.28	11.32
21	0.350	3.03	3.58	4.47	5.20	6.23	7.04	7.86	8.76	10.03	11.04
22	0.367	2.96	3.50	4.37	5.08	6.08	6.87	7.67	8.56	9.79	10.79
23	0.383	2.90	3.42	4.27	4.96	5.95	6.71	7.50	8.36	9.57	10.55
24	0.400	2.84	3.35	4.18	4.86	5.82	6.57	7.34	8.18	9.37	10.33
25	0.417	2.78	3.28	4.10	4.76	5.70	6.43	7.19	8.01	9.18	10.13
26	0.433	2.73	3.22	4.02	4.67	5.59	6.31	7.04	7.86	9.01	9.93
27	0.450	2.68	3.16	3.94	4.58	5.49	6.18	6.91	7.71	8.84	9.75
28	0.467	2.63	3.10	3.87	4.49	5.39	6.07	6.78	7.57	8.68	9.58
29	0.483	2.58	3.05	3.81	4.42	5.29	5.96	6.66	7.43	8.53	9.42
30	0.500	2.54	3.00	3.74	4.34	5.20	5.86	6.55	7.31	8.39	9.27
31	0.517	2.50	2.95	3.68	4.27	5.11	5.76	6.44	7.19	8.25	9.12
32	0.533	2.46	2.90	3.62	4.20	5.03	5.67	6.33	7.07	8.12	8.98
33	0.550	2.42	2.85	3.56	4.13	4.95	5.58	6.23	6.96	8.00	8.85
34	0.567	2.38	2.81	3.51	4.07	4.88	5.49	6.14	6.86	7.88	8.72
35	0.583	2.34	2.77	3.45	4.01	4.80	5.41	6.05	6.76	7.77	8.60
36	0.600	2.31	2.72	3.40	3.95	4.73	5.33	5.96	6.66	7.66	8.48
37	0.617	2.27	2.68	3.35	3.89	4.66	5.25	5.87	6.56	7.55	8.36
38	0.633	2.24	2.65	3.30	3.83	4.60	5.18	5.79	6.47	7.45	8.25
39	0.650	2.21	2.61	3.25	3.78	4.53	5.11	5.71	6.39	7.35	8.15
40	0.667	2.18	2.57	3.21	3.73	4.47	5.04	5.63	6.30	7.26	8.04
41	0.683	2.15	2.53	3.16	3.68	4.41	4.97	5.56	6.22	7.17	7.94
42	0.700	2.12	2.50	3.12	3.63	4.35	4.90	5.48	6.14	7.08	7.85

Time		Atlas 14 Rainfall Intensity (inches/hour) by Storm Frequency PA-1									
Minutes	Hours	1-year	2-year	5-year	10-year	25-year	50-year	100-year	200-year	500-year	1000-year
43	0.717	2.09	2.46	3.08	3.58	4.29	4.84	5.41	6.06	6.99	7.75
44	0.733	2.06	2.43	3.04	3.53	4.24	4.78	5.34	5.98	6.90	7.66
45	0.750	2.03	2.40	3.00	3.48	4.18	4.72	5.28	5.91	6.82	7.57
46	0.767	2.00	2.36	2.96	3.44	4.13	4.66	5.21	5.84	6.74	7.48
47	0.783	1.97	2.33	2.92	3.39	4.08	4.60	5.15	5.77	6.66	7.40
48	0.800	1.95	2.30	2.88	3.35	4.02	4.54	5.08	5.70	6.58	7.31
49	0.817	1.92	2.27	2.84	3.31	3.97	4.48	5.02	5.63	6.51	7.23
50	0.833	1.89	2.24	2.80	3.27	3.92	4.43	4.96	5.56	6.43	7.15
51	0.850	1.87	2.21	2.77	3.22	3.88	4.38	4.90	5.50	6.36	7.07
52	0.867	1.84	2.18	2.73	3.18	3.83	4.32	4.84	5.43	6.29	6.99
53	0.883	1.82	2.15	2.70	3.14	3.78	4.27	4.79	5.37	6.22	6.92
54	0.900	1.79	2.12	2.66	3.11	3.73	4.22	4.73	5.31	6.15	6.84
55	0.917	1.77	2.10	2.63	3.07	3.69	4.17	4.68	5.25	6.08	6.77
56	0.933	1.74	2.07	2.59	3.03	3.64	4.12	4.62	5.19	6.02	6.70
57	0.950	1.72	2.04	2.56	2.99	3.60	4.07	4.57	5.13	5.95	6.63
58	0.967	1.70	2.01	2.53	2.95	3.56	4.02	4.51	5.07	5.89	6.56
59	0.983	1.67	1.99	2.49	2.92	3.51	3.98	4.46	5.02	5.82	6.49
60	1.000	1.65	1.96	2.46	2.88	3.47	3.93	4.41	4.96	5.76	6.42
120	2.000	0.99	1.21	1.55	1.85	2.29	2.64	3.03	3.48	4.13	4.67
180	3.000	0.72	0.90	1.16	1.40	1.77	2.07	2.41	2.80	3.37	3.84
240	4.000	0.57	0.72	0.93	1.13	1.44	1.70	2.00	2.33	2.82	3.23
360	6.000	0.41	0.53	0.69	0.85	1.09	1.30	1.54	1.81	2.21	2.55
720	12.000	0.23	0.30	0.40	0.50	0.64	0.77	0.92	1.09	1.35	1.57
1440	24.000	0.13	0.17	0.23	0.29	0.37	0.45	0.54	0.64	0.80	0.93

Design Rainfall Values – PA-1

Depth-Duration-Frequency (DDF) Values for PA-1											
Duration		Atlas 14, Volume 11 Design Storm Depth (inches) by Storm Frequency									
Period	hr	1-year	2-year	5-year	10-year	25-year	50-year	100-year	200-year	500-year	1000-year
5-min:	0.0833	0.45	0.53	0.66	0.78	0.94	1.06	1.19	1.33	1.52	1.67
10-min:	0.1667	0.71	0.84	1.06	1.24	1.50	1.70	1.90	2.12	2.40	2.61
15-min:	0.2500	0.90	1.06	1.33	1.55	1.86	2.11	2.36	2.63	3.00	3.29
30-min:	0.5000	1.27	1.50	1.87	2.17	2.60	2.93	3.27	3.65	4.19	4.63
60-min:	1.0000	1.65	1.96	2.46	2.88	3.47	3.93	4.41	4.96	5.76	6.42
2-hr:	2	1.98	2.42	3.09	3.69	4.57	5.28	6.07	6.96	8.26	9.34
3-hr:	3	2.15	2.69	3.48	4.21	5.30	6.21	7.24	8.40	10.10	11.52
6-hr:	6	2.46	3.16	4.15	5.09	6.54	7.80	9.23	10.86	13.26	15.29
12-hr:	12	2.78	3.62	4.80	5.94	7.70	9.25	11.02	13.10	16.23	18.90
24-hr:	24	3.11	4.10	5.49	6.85	8.93	10.76	12.88	15.34	19.12	22.37
2-day:	48	3.58	4.72	6.36	7.94	10.41	12.37	14.88	17.78	21.92	25.62
3-day:	72	3.90	5.11	6.88	8.58	11.27	13.17	15.92	19.03	23.13	27.00
4-day:	96	4.18	5.44	7.32	9.13	12.02	13.75	16.72	20.04	23.99	28.03
7-day:	168	4.79	6.19	8.23	10.15	13.03	15.44	18.19	21.31	25.99	29.89
10-day:	240	5.24	6.70	8.85	10.84	13.80	16.25	19.02	22.12	26.78	30.61
20-day:	480	6.67	8.33	10.73	12.99	16.24	18.81	21.63	24.68	29.35	32.93
30-day:	720	7.99	9.84	12.39	14.91	18.45	21.14	24.00	27.01	31.79	35.14
45-day:	1080	9.76	11.89	14.44	17.36	21.33	24.20	27.14	30.07	35.25	38.24
60-day:	1440	11.26	13.68	15.97	19.29	23.69	26.74	29.75	32.61	38.45	41.07

Precipitation Area PA-2

Intensity-Duration-Frequency (IDF) Values for PA-2

Time		Atlas 14 Rainfall Intensity (inches/hour) by Storm Frequency PA-2									
Minutes	Hours	1-year	2-year	5-year	10-year	25-year	50-year	100-year	200-year	500-year	1000-year
5	0.083	5.35	6.34	7.94	9.29	11.14	12.60	14.01	15.56	17.68	19.36
6	0.100	5.04	5.98	7.52	8.80	10.53	11.94	13.30	14.73	16.67	18.16
7	0.117	4.79	5.70	7.17	8.39	10.03	11.40	12.69	14.05	15.85	17.22
8	0.133	4.59	5.45	6.87	8.04	9.61	10.92	12.16	13.45	15.15	16.44
9	0.150	4.41	5.24	6.60	7.73	9.23	10.48	11.68	12.91	14.54	15.76
10	0.167	4.25	5.05	6.36	7.44	8.88	10.08	11.23	12.42	13.98	15.16
11	0.183	4.10	4.87	6.13	7.17	8.56	9.70	10.81	11.95	13.46	14.61
12	0.200	3.97	4.70	5.92	6.91	8.25	9.34	10.41	11.51	12.98	14.10
13	0.217	3.84	4.54	5.71	6.67	7.96	8.99	10.02	11.08	12.52	13.62
14	0.233	3.72	4.39	5.51	6.43	7.67	8.65	9.64	10.67	12.08	13.17
15	0.250	3.61	4.24	5.32	6.20	7.40	8.32	9.27	10.27	11.65	12.73
16	0.267	3.49	4.10	5.14	5.99	7.14	8.03	8.94	9.91	11.24	12.30
17	0.283	3.39	3.98	4.98	5.79	6.91	7.77	8.64	9.58	10.88	11.91
18	0.300	3.29	3.86	4.83	5.62	6.71	7.53	8.38	9.29	10.55	11.55
19	0.317	3.21	3.76	4.69	5.46	6.52	7.32	8.14	9.03	10.26	11.23
20	0.333	3.13	3.66	4.57	5.32	6.35	7.12	7.92	8.78	9.99	10.94
21	0.350	3.05	3.58	4.46	5.19	6.19	6.94	7.72	8.56	9.74	10.68
22	0.367	2.98	3.50	4.35	5.06	6.04	6.78	7.53	8.36	9.51	10.43
23	0.383	2.92	3.42	4.26	4.95	5.91	6.62	7.36	8.17	9.30	10.20
24	0.400	2.86	3.35	4.17	4.84	5.78	6.48	7.20	7.99	9.10	9.99
25	0.417	2.80	3.28	4.08	4.74	5.66	6.34	7.05	7.83	8.92	9.79
26	0.433	2.75	3.22	4.00	4.65	5.55	6.22	6.91	7.67	8.74	9.61
27	0.450	2.70	3.16	3.93	4.56	5.44	6.10	6.78	7.53	8.58	9.43
28	0.467	2.65	3.10	3.85	4.48	5.34	5.99	6.65	7.39	8.43	9.26
29	0.483	2.60	3.05	3.79	4.40	5.25	5.88	6.53	7.26	8.28	9.11
30	0.500	2.56	3.00	3.72	4.32	5.16	5.78	6.42	7.13	8.14	8.96
31	0.517	2.52	2.95	3.66	4.25	5.07	5.68	6.31	7.02	8.01	8.82
32	0.533	2.48	2.90	3.60	4.18	4.99	5.59	6.21	6.90	7.89	8.68
33	0.550	2.44	2.85	3.54	4.11	4.91	5.50	6.11	6.80	7.77	8.55
34	0.567	2.40	2.81	3.49	4.05	4.84	5.42	6.02	6.69	7.65	8.43
35	0.583	2.36	2.77	3.43	3.99	4.76	5.34	5.93	6.59	7.54	8.31
36	0.600	2.33	2.72	3.38	3.93	4.69	5.26	5.84	6.50	7.43	8.20
37	0.617	2.29	2.68	3.33	3.87	4.63	5.18	5.76	6.41	7.33	8.09
38	0.633	2.26	2.64	3.28	3.81	4.56	5.11	5.68	6.32	7.23	7.98
39	0.650	2.22	2.61	3.24	3.76	4.50	5.04	5.60	6.23	7.14	7.88
40	0.667	2.19	2.57	3.19	3.71	4.43	4.97	5.52	6.15	7.04	7.78
41	0.683	2.16	2.53	3.14	3.65	4.37	4.90	5.45	6.07	6.95	7.68
42	0.700	2.13	2.50	3.10	3.60	4.31	4.83	5.38	5.99	6.87	7.58

Time		Atlas 14 Rainfall Intensity (inches/hour) by Storm Frequency PA-2									
Minutes	Hours	1-year	2-year	5-year	10-year	25-year	50-year	100-year	200-year	500-year	1000-year
43	0.717	2.10	2.46	3.06	3.56	4.26	4.77	5.31	5.91	6.78	7.49
44	0.733	2.07	2.43	3.02	3.51	4.20	4.71	5.24	5.84	6.70	7.40
45	0.750	2.04	2.40	2.98	3.46	4.15	4.65	5.17	5.77	6.62	7.32
46	0.767	2.01	2.36	2.94	3.42	4.09	4.59	5.11	5.70	6.54	7.23
47	0.783	1.98	2.33	2.90	3.37	4.04	4.53	5.04	5.63	6.46	7.15
48	0.800	1.95	2.30	2.86	3.33	3.99	4.48	4.98	5.56	6.39	7.07
49	0.817	1.93	2.27	2.82	3.29	3.94	4.42	4.92	5.49	6.31	6.99
50	0.833	1.90	2.24	2.79	3.24	3.89	4.37	4.86	5.43	6.24	6.91
51	0.850	1.87	2.21	2.75	3.20	3.84	4.31	4.80	5.36	6.17	6.83
52	0.867	1.85	2.18	2.72	3.16	3.79	4.26	4.75	5.30	6.10	6.76
53	0.883	1.82	2.15	2.68	3.12	3.75	4.21	4.69	5.24	6.03	6.69
54	0.900	1.80	2.12	2.65	3.08	3.70	4.16	4.64	5.18	5.97	6.61
55	0.917	1.77	2.09	2.61	3.05	3.66	4.11	4.58	5.12	5.90	6.54
56	0.933	1.75	2.06	2.58	3.01	3.61	4.06	4.53	5.06	5.84	6.47
57	0.950	1.72	2.04	2.55	2.97	3.57	4.01	4.48	5.01	5.77	6.41
58	0.967	1.70	2.01	2.51	2.93	3.53	3.96	4.42	4.95	5.71	6.34
59	0.983	1.67	1.98	2.48	2.90	3.48	3.92	4.37	4.90	5.65	6.27
60	1.000	1.65	1.96	2.45	2.86	3.44	3.87	4.32	4.84	5.59	6.21
120	2.000	0.99	1.21	1.54	1.84	2.26	2.60	2.98	3.40	4.02	4.53
180	3.000	0.71	0.89	1.15	1.39	1.75	2.04	2.37	2.74	3.28	3.73
240	4.000	0.56	0.71	0.93	1.13	1.42	1.67	1.96	2.28	2.75	3.14
360	6.000	0.41	0.52	0.69	0.84	1.07	1.28	1.51	1.77	2.15	2.47
720	12.000	0.23	0.30	0.40	0.49	0.63	0.76	0.90	1.06	1.31	1.52
1440	24.000	0.13	0.17	0.23	0.28	0.36	0.44	0.52	0.62	0.77	0.90

Design Rainfall Values – PA-2

Depth-Duration-Frequency (DDF) Values for PA-2											
Duration		Atlas 14, Volume 11 Design Storm Depth (inches) by Storm Frequency									
Period	hr	1-year	2-year	5-year	10-year	25-year	50-year	100-year	200-year	500-year	1000-year
5-min:	0.0833	0.45	0.53	0.66	0.77	0.93	1.05	1.17	1.30	1.47	1.61
10-min:	0.1667	0.71	0.84	1.06	1.24	1.48	1.68	1.87	2.07	2.33	2.53
15-min:	0.2500	0.90	1.06	1.33	1.55	1.85	2.08	2.32	2.57	2.91	3.18
30-min:	0.5000	1.28	1.50	1.86	2.16	2.58	2.89	3.21	3.57	4.07	4.48
60-min:	1.0000	1.65	1.96	2.45	2.86	3.44	3.87	4.32	4.84	5.59	6.21
2-hr:	2	1.97	2.41	3.08	3.67	4.52	5.20	5.95	6.80	8.03	9.06
3-hr:	3	2.14	2.67	3.46	4.18	5.24	6.12	7.10	8.21	9.84	11.20
6-hr:	6	2.44	3.13	4.11	5.05	6.45	7.66	9.04	10.59	12.90	14.84
12-hr:	12	2.76	3.58	4.75	5.87	7.58	9.06	10.76	12.74	15.73	18.27
24-hr:	24	3.10	4.04	5.44	6.76	8.74	10.45	12.47	14.85	18.45	21.51
2-day:	48	3.53	4.65	6.23	7.73	10.06	12.13	14.27	17.00	21.09	24.55
3-day:	72	3.83	5.03	6.75	8.35	10.85	13.09	15.12	18.03	22.34	25.97
4-day:	96	4.10	5.37	7.20	8.87	11.52	13.93	15.73	18.83	23.37	27.16
7-day:	168	4.72	6.08	8.04	9.87	12.58	14.86	17.39	20.28	24.56	28.16
10-day:	240	5.17	6.58	8.64	10.55	13.34	15.68	18.21	21.11	25.35	28.93
20-day:	480	6.58	8.18	10.48	12.65	15.73	18.24	20.82	23.71	27.84	31.39
30-day:	720	7.88	9.67	12.09	14.52	17.89	20.56	23.20	26.09	30.09	33.74
45-day:	1080	9.61	11.69	14.07	16.90	20.70	23.62	26.33	29.22	33.04	37.06
60-day:	1440	11.07	13.44	15.53	18.75	22.99	26.16	28.94	31.83	35.48	40.11

Precipitation Area PA-3

Intensity-Duration-Frequency (IDF) Values for PA-3

Time		Atlas 14 Rainfall Intensity (inches/hour) by Storm Frequency PA-3									
Minutes	Hours	1-year	2-year	5-year	10-year	25-year	50-year	100-year	200-year	500-year	1000-year
5	0.083	5.34	6.30	7.88	9.20	11.00	12.36	13.79	15.24	17.20	18.71
6	0.100	5.03	5.95	7.45	8.73	10.43	11.75	13.08	14.43	16.21	17.56
7	0.117	4.78	5.66	7.11	8.33	9.95	11.24	12.49	13.76	15.41	16.65
8	0.133	4.58	5.42	6.81	7.98	9.54	10.78	11.97	13.17	14.74	15.90
9	0.150	4.40	5.21	6.54	7.67	9.17	10.35	11.49	12.65	14.14	15.24
10	0.167	4.24	5.02	6.30	7.38	8.82	9.96	11.05	12.16	13.60	14.66
11	0.183	4.10	4.85	6.08	7.11	8.50	9.58	10.64	11.70	13.10	14.13
12	0.200	3.97	4.68	5.86	6.85	8.19	9.22	10.24	11.27	12.62	13.63
13	0.217	3.84	4.53	5.66	6.60	7.89	8.87	9.85	10.85	12.17	13.17
14	0.233	3.73	4.38	5.47	6.36	7.60	8.53	9.48	10.45	11.74	12.73
15	0.250	3.62	4.24	5.28	6.12	7.32	8.20	9.12	10.06	11.33	12.31
16	0.267	3.50	4.10	5.10	5.91	7.07	7.91	8.79	9.70	10.93	11.88
17	0.283	3.39	3.97	4.94	5.72	6.84	7.66	8.50	9.38	10.58	11.50
18	0.300	3.30	3.86	4.80	5.55	6.63	7.42	8.24	9.10	10.26	11.16
19	0.317	3.21	3.75	4.66	5.40	6.45	7.21	8.00	8.84	9.97	10.85
20	0.333	3.13	3.66	4.54	5.26	6.28	7.02	7.79	8.60	9.71	10.57
21	0.350	3.06	3.57	4.43	5.13	6.12	6.84	7.59	8.38	9.46	10.31
22	0.367	2.99	3.49	4.33	5.01	5.98	6.68	7.41	8.18	9.24	10.07
23	0.383	2.92	3.41	4.23	4.90	5.84	6.53	7.24	8.00	9.04	9.85
24	0.400	2.86	3.34	4.14	4.79	5.72	6.39	7.08	7.82	8.84	9.65
25	0.417	2.81	3.27	4.06	4.70	5.60	6.26	6.93	7.66	8.66	9.45
26	0.433	2.75	3.21	3.98	4.60	5.49	6.13	6.80	7.51	8.50	9.27
27	0.450	2.70	3.15	3.90	4.52	5.38	6.02	6.66	7.37	8.34	9.10
28	0.467	2.65	3.09	3.83	4.43	5.28	5.91	6.54	7.23	8.19	8.94
29	0.483	2.60	3.04	3.76	4.35	5.19	5.80	6.42	7.10	8.04	8.79
30	0.500	2.56	2.98	3.70	4.28	5.10	5.70	6.31	6.98	7.91	8.65
31	0.517	2.52	2.93	3.64	4.21	5.01	5.60	6.21	6.87	7.78	8.51
32	0.533	2.48	2.89	3.58	4.14	4.93	5.51	6.11	6.76	7.66	8.38
33	0.550	2.44	2.84	3.52	4.07	4.85	5.43	6.01	6.65	7.54	8.25
34	0.567	2.40	2.79	3.47	4.01	4.78	5.34	5.92	6.55	7.43	8.13
35	0.583	2.36	2.75	3.41	3.95	4.71	5.26	5.83	6.45	7.32	8.02
36	0.600	2.32	2.71	3.36	3.89	4.64	5.18	5.74	6.36	7.22	7.91
37	0.617	2.29	2.67	3.31	3.83	4.57	5.11	5.66	6.27	7.12	7.80
38	0.633	2.25	2.63	3.26	3.78	4.50	5.04	5.58	6.18	7.02	7.70
39	0.650	2.22	2.59	3.22	3.72	4.44	4.97	5.50	6.10	6.93	7.60
40	0.667	2.19	2.55	3.17	3.67	4.38	4.90	5.43	6.01	6.84	7.50
41	0.683	2.16	2.52	3.13	3.62	4.32	4.83	5.35	5.93	6.75	7.41
42	0.700	2.12	2.48	3.08	3.57	4.26	4.77	5.28	5.86	6.66	7.31

Time		Atlas 14 Rainfall Intensity (inches/hour) by Storm Frequency PA-3									
Minutes	Hours	1-year	2-year	5-year	10-year	25-year	50-year	100-year	200-year	500-year	1000-year
43	0.717	2.09	2.45	3.04	3.52	4.20	4.70	5.21	5.78	6.58	7.23
44	0.733	2.06	2.41	3.00	3.48	4.15	4.64	5.15	5.71	6.50	7.14
45	0.750	2.03	2.38	2.96	3.43	4.09	4.58	5.08	5.64	6.42	7.06
46	0.767	2.00	2.35	2.92	3.39	4.04	4.52	5.02	5.57	6.35	6.97
47	0.783	1.98	2.32	2.88	3.34	3.99	4.47	4.96	5.50	6.27	6.89
48	0.800	1.95	2.28	2.84	3.30	3.94	4.41	4.89	5.43	6.20	6.81
49	0.817	1.92	2.25	2.81	3.26	3.89	4.36	4.83	5.37	6.13	6.74
50	0.833	1.89	2.22	2.77	3.21	3.84	4.30	4.78	5.31	6.06	6.66
51	0.850	1.87	2.19	2.73	3.17	3.79	4.25	4.72	5.24	5.99	6.59
52	0.867	1.84	2.16	2.70	3.13	3.74	4.20	4.66	5.18	5.92	6.52
53	0.883	1.81	2.13	2.66	3.09	3.70	4.15	4.61	5.12	5.85	6.44
54	0.900	1.79	2.11	2.63	3.05	3.65	4.10	4.55	5.06	5.79	6.37
55	0.917	1.76	2.08	2.59	3.02	3.61	4.05	4.50	5.00	5.72	6.31
56	0.933	1.74	2.05	2.56	2.98	3.56	4.00	4.45	4.95	5.66	6.24
57	0.950	1.71	2.02	2.53	2.94	3.52	3.95	4.39	4.89	5.60	6.17
58	0.967	1.69	1.99	2.49	2.90	3.47	3.90	4.34	4.84	5.54	6.11
59	0.983	1.66	1.97	2.46	2.87	3.43	3.86	4.29	4.78	5.48	6.04
60	1.000	1.64	1.94	2.43	2.83	3.39	3.81	4.24	4.73	5.42	5.98
120	2.000	0.98	1.19	1.52	1.81	2.22	2.55	2.90	3.30	3.88	4.35
180	3.000	0.71	0.88	1.14	1.37	1.71	1.99	2.30	2.65	3.15	3.57
240	4.000	0.56	0.70	0.91	1.11	1.39	1.63	1.90	2.20	2.64	3.00
360	6.000	0.40	0.51	0.67	0.82	1.05	1.24	1.46	1.70	2.06	2.36
720	12.000	0.23	0.29	0.39	0.48	0.61	0.73	0.86	1.02	1.25	1.45
1440	24.000	0.13	0.17	0.22	0.27	0.35	0.42	0.50	0.59	0.73	0.85

Design Rainfall Values – PA-3

Depth-Duration-Frequency (DDF) Values for PA-3											
Duration		Atlas 14, Volume 11 Design Storm Depth (inches) by Storm Frequency									
Period	hr	1-year	2-year	5-year	10-year	25-year	50-year	100-year	200-year	500-year	1000-year
5-min:	0.0833	0.45	0.53	0.66	0.77	0.92	1.03	1.15	1.27	1.43	1.56
10-min:	0.1667	0.71	0.84	1.05	1.23	1.47	1.66	1.84	2.03	2.27	2.44
15-min:	0.2500	0.90	1.06	1.32	1.53	1.83	2.05	2.28	2.51	2.83	3.08
30-min:	0.5000	1.28	1.49	1.85	2.14	2.55	2.85	3.16	3.49	3.96	4.32
60-min:	1.0000	1.64	1.94	2.43	2.83	3.39	3.81	4.24	4.73	5.42	5.98
2-hr:	2	1.96	2.38	3.04	3.62	4.44	5.10	5.81	6.60	7.75	8.70
3-hr:	3	2.12	2.64	3.43	4.11	5.14	5.98	6.91	7.95	9.46	10.72
6-hr:	6	2.42	3.08	4.05	4.95	6.31	7.45	8.74	10.20	12.36	14.17
12-hr:	12	2.73	3.53	4.66	5.73	7.36	8.76	10.36	12.22	14.99	17.36
24-hr:	24	3.07	3.96	5.31	6.56	8.46	10.06	12.00	14.20	17.51	20.35
2-day:	48	3.49	4.55	6.06	7.49	9.69	11.62	13.60	16.15	19.95	23.18
3-day:	72	3.77	4.91	6.55	8.07	10.42	12.51	14.37	17.07	21.09	24.46
4-day:	96	4.02	5.23	6.97	8.55	11.03	13.29	14.90	17.77	21.99	25.52
7-day:	168	4.67	5.96	7.85	9.57	12.13	14.25	16.60	19.27	23.24	26.52
10-day:	240	5.12	6.46	8.44	10.23	12.88	15.04	17.42	20.08	24.05	27.29
20-day:	480	6.53	8.07	10.25	12.29	15.22	17.53	19.98	22.64	26.69	29.75
30-day:	720	7.83	9.55	11.84	14.11	17.33	19.78	22.30	24.97	29.21	32.10
45-day:	1080	9.56	11.57	13.78	16.42	20.07	22.73	25.36	28.03	32.77	35.42
60-day:	1440	11.02	13.33	15.21	18.20	22.29	25.17	27.90	30.57	36.08	38.47

PUBLIC WORKS DESIGN GUIDE UPDATE

City Council Regular Meeting July 16, 2024

Kathryn Woodlee | City Engineer

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PUBLIC WORKS SPECIFICATIONS MANUAL

Specifications Manual is made up of several documents:

- Public Works Design Guide
  - Establishes standard principles, criteria, and practices for the design of infrastructure and to protect and preserve the public welfare
- Technical Specifications
  - Identify the specific material and workmanship requirements of public infrastructure construction project
- Standard Construction Details
  - Detail (typically graphically) particular installation elements of construction of public infrastructure

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PUBLIC WORKS DESIGN GUIDE 2024 UPDATE

- First update since 2016
- Clean up of typos, inconsistencies
- Clarification of vague guidance
- Establishment of increased standards for higher quality, more sustainable infrastructure

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PUBLIC WORKS DESIGN GUIDE 2024 UPDATE

SECTION 1 - GENERAL

- Clarified applicability of design standards to public and private development

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PUBLIC WORKS DESIGN GUIDE 2024 UPDATE

SECTION 2 – REQUIRED SUBMISSION OF PLANS

- Updated requirements to reflect digital submittals
- Added requirement of submittal of engineered plans for retaining walls
- Added requirement of profiles of 12” water mains (previously only required for 16” and greater mains)

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PUBLIC WORKS DESIGN GUIDE 2024 UPDATE

SECTION 3 – STREET REQUIREMENTS

- Pavement Design
  - Increased pavement design parameters related to loading and structural numbers
  - Removed preference against the use of lime for subgrade stabilization

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PUBLIC WORKS DESIGN GUIDE 2024 UPDATE

SECTION 3 – STREET REQUIREMENTS cont'd

- Streets Layout
  - Revised specifications (including nomenclature and right of way and pavement widths) to be consistent with Master Thoroughfare Plan
  - Increased minimum allowable pavement slopes
  - Added limitation of responsibility of roadway dedication and pavement based on limitation of current state statute
  - Added reference to multiuse path (per Master Thoroughfare Plan)
  - Increased strength of concrete for sidewalks and alleys
  - Removed provisions related to overhead utilities in alleys

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PUBLIC WORKS DESIGN GUIDE 2024 UPDATE

SECTION 3 – STREET REQUIREMENTS cont'd

- Minimum Testing Requirements
  - Removed reference to geogrid for use as a mitigation technique for soils with high plasticity (swelling soils)
  - Increased required testing frequency for roadway construction

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PUBLIC WORKS DESIGN GUIDE 2024 UPDATE

SECTION 4 – STORM DRAINAGE REQUIREMENTS

- General
  - Clarified design frequency requirements
  - Added explicit requirement for stormwater discharge to mimic existing or predeveloped flow characteristics so as to not cause adverse impact to downstream property
- Water Quality
  - Added stronger encouragement of provision for post construction water quality BMPs and requirement of consideration for future retrofit of facility to meet future water quality standards

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PUBLIC WORKS DESIGN GUIDE 2024 UPDATE

SECTION 4 – STORM DRAINAGE REQUIREMENTS cont'd

- Storm Drainage Design Criteria
  - Added statement disallowing use of Modified Rational Method for computing stormwater runoff
  - Reduced size of drainage area considered "small" from 200 acres to 50 acres and disallowed use of Rational Method for peak flow calculation if time of concentration is greater than 20 minutes
  - Removed reference to City-maintained hydrologic and hydraulic models
  - Specified minimum total time of concentration as 5 minutes
  - Reduced maximum distance allowable for time of sheet flow in time of concentration calculations from 300 feet to 100 feet
  - Adopted NOAA Atlas 14 precipitation frequency data for stormwater runoff calculations

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PUBLIC WORKS DESIGN GUIDE 2024 UPDATE

SECTION 4 – STORM DRAINAGE REQUIREMENTS cont'd

- Storm Drainage Design Criteria cont'd
  - Increased design loading of crossings, culverts, and bridges to HS-25
  - Increased freeboard depth required for channels between 5- and 10-foot depth
  - Decreased allowable earthen channel side slopes from 3:1 to 4:1
  - Decreased channel side slope allowance for railing to be required from 2:1 to 3:1 (for channel depths greater than 2 feet)
  - Decreased the minimum bottom width of earthen channel requiring a concrete trickle channel from 12 feet to 8 feet
  - Added requirement of access manholes at all storm sewer junctions

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PUBLIC WORKS DESIGN GUIDE 2024 UPDATE

SECTION 4 – STORM DRAINAGE REQUIREMENTS cont'd

- Storm Drainage Design Criteria cont'd
  - Added control of 2-year frequency event to detention facility design
  - Removed reference to regional detention facilities
  - Added additional criteria that must be met in order for the consideration of a detention facility with a permanent wet pool
  - Added requirement for the provision of adequate space for the transition of flow from a drainage outfall to predevelopment conditions prior to leaving property

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PUBLIC WORKS DESIGN GUIDE 2024 UPDATE

SECTION 5 – SANITARY SEWER REQUIREMENTS

- Minimum Standards
  - Added requirement of property line cleanout on all laterals and removed reference to cleanouts otherwise used on public mains
  - Added requirement for sampling port on all non-residential laterals
  - Updated requirement for flowable fill to encapsulate all manholes
  - Clarified waiting period prior to testing after final backfill and/or pavement construction

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PUBLIC WORKS DESIGN GUIDE 2024 UPDATE

SECTION 6 – WATER REQUIREMENTS

- General
  - Reduced distance required between fire hydrant and structure from 500’ to 400’ or as required by the Fire Marshal
  - Added section related to private fire lines limiting length of single connection to public main to 1000’ and citing references for design criteria and construction specifications
  - Added prohibition of domestic connection to dead end mains and clarified looping requirement
  - Clarified requirement for construction of cross-connecting supply and distribution mains including those on the water master plans and where distance to nearest mains exceeds minimum
  - Added prohibition of combined domestic and fire service lines for private facilities

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PUBLIC WORKS DESIGN GUIDE 2024 UPDATE

SECTION 6 – WATER REQUIREMENTS cont'd

- Design Criteria
  - Added default requirement for encasement of pipe beneath commercial driveways – provision for exception based on certain considerations included
  - Added requirement for encasement of mains crossing existing or future thoroughfare roadways
  - Added storz connection to fire hydrant specification
  - Added requirements and standards for replacement of asbestos cement (AC) pipe when new connection is being made or where cover is decreased over an existing AC main

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PUBLIC WORKS DESIGN GUIDE 2024 UPDATE

SECTION 7 – INSPECTIONS, TESTING, AND CHARGES

- Increased testing frequency for street subgrade and base
- Updated infrastructure acceptance submittal requirements to specify only digital formats and specified that asset locations must be surveyed
- Brought into alignment with UDC by citing two-year warranty period for public improvements

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PUBLIC WORKS DESIGN GUIDE UPDATE 2024

NEXT STEPS:

- Stakeholder Meetings
- Planning and Zoning Commission
- City Council Ordinance

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COMMENTS AND QUESTIONS

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